



## **PRC PARK BOARD MEETING MINUTES**

**RECORDED BY:** Melonie Trang

**MEETING PURPOSE:** Monthly Meeting

**MEETING DATE:** December 14, 2022

**LOCATION:** Parks & Recreation Office Conference Room

**ATTENDEES:**

**PRC Board Members:** Thom MacLean, Jami Clark, Mark Wahl, Jim Rott, Maia, Jon Thompson

**PRPL Staff Members:** Mike Whitaker, Director; Kory Thomson, Recreation Superintendent; Mike Pigg, Parks Superintendent; Mark Jarvis, Park Planner, Recreation Specialists Dan McKinney, Chris Martin and Brad Knutson

**City Staff Members:** Elyse Monat

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**MEETING CALLED TO ORDER:**

Thom MacLean called the meeting to order at 10:59 AM

**INTRODUCTIONS:**

Emma Larson, Sarah Bach, Kim Edinger, Kellie Saville, Cyndy Desin

**ADDITIONS TO THE AGENDA:**

None

**APPROVAL OF MINUTES:**

*A motion was made to approve the October 12 and November 9, 2022, board minutes by Board member Jamie Clark. Board member Jon Thompson seconded. On a voice vote, motion passed.*

**DIRECTORS REPORT: Michael Whitaker**

Mr. Whitaker announced he will be retiring at the end of February.

**PUBLIC/BOARD COMMENT:**

Public citizen Kim Eddinger made a request for a basketball court at Pioneer Park. Michael Whitaker said the Pioneer Park Master Plan does not include a basketball court, but staff could look into it. Board member Clark asked how much it would cost to update the master plan. Mr. Whitaker said a private contract would be the way to go; staff would need to speak with the community and cost would depend on design.

Board member Jim Rott said this was a good investment

Ms. Eddinger said she would like to get funds donated to do the project and after doing some research she thought the cost would be around \$30,000. Mr. Whitaker said she could look into our Grant Match program.

## **NEW BUSINESS:**

### **A. Parks and Recreation Monthly Report:**

#### **❖ Recreation Superintendent Kory Thomson gave the Recreation Division report:**

- Currently in the middle of our winter programming
- Working on end of year enrollments, totals will go into the annual report
- Enrollment into senior programs is up by 30%; this year we started a partnership with the adult resource Alliance to do exercise programming

#### **❖ Parks Superintendent Mike Pigg report for Parks, Forestry, and Cemetery divisions:**

- Staff is going through irrigation pumps doing any repairs; they are also working on all small hand equipment cleaning and making any repairs
- Staff has been busy with plowing snow
- Started up a new educational program this year with our “Lunch & Learn”. This is where we have someone come in to speak to staff about such items as irrigation
- Staff has worked on creating an ice rink at Veterans; it is skateable, and people have started to skate on it; over the Christmas break, plans are to open and close the restrooms every day

#### **❖ Park Planner Mark Jarvis report on Projects in Parks:**

- Coulson: moving ahead until we can get the Core of Engineers approval on project; consultant is ready for review
- Castlerock North Parking Lot: currently in the design phase of project; go out to bid the first part of year
- Central Tennis Courts: have a contract, starting demolition
- Ponderosa Irrigation: 75% complete, having supply chain issues
- Optimist Shelter: working on the last punch list items
- Castlerock Playground: completed, waiting on equipment; part of it has been shipped, the other half will be coming in June
- Cottonwood Master Plan: is moving forward, doing major research on it
- North Playground: in the process of getting concepts
- Highland Playground: working on concepts; also working with the elementary school on the design
- Arrowhead Playground: in design stage; ordering equipment after first of year
- North Park adult exercise equipment, restroom and shelter is going out the first of year; waiting on the geo technical reports on the restroom
- Working on three irrigation projects

Board member Clark asked if there were any more applications for the Project Manager position. Mr. Whitaker said we have a total of three and he received word today that another application came. He said the department has started advertising the Community Outreach position.

Board Chair MacLean asked Mark if the Core of Engineers application he spoke about in previous meeting for Coulson is the same as the one he is talking about this meeting. Mr. Jarvis said the previous application was for the boat ramp and this one is for the shelter.

Board member Thompson asked if the Castlerock parking lot is being designed with islands and trees. Mr. Jarvis said yes

**B. Use Agreement for Amend Park/Amend Park Development Council (APDC):**

Amend Park agreement is currently up for renewal. Mike Pigg and Mike Mayott from Amend Park Development Council have been working closely together to update the agreement.

A copy of the updated agreement was presented to the board. Board chairman MacLean asked for the board's recommendation to council. ***Board member Jon Thompson made a motion to recommended for the Amend Park agreement be presented to City Council for their approval. Board member Jamie Clark seconded.*** Chairman MacLean asked if there was any further discussion. Board member Thompson asked how much maintenance costs were for everything. Park Superintendent Mike Pigg said he only tracks the above and beyond cost staff does per year such as additional mowing, aerification or fertilization. He said we charge them per hour and last year's budget for the additional costs was \$55,000. Mr. Pigg said the previous year the department did not charge as much because they did not use the fields as much due to COVID. He said this year it was about \$30,000 in additional charges. Board member Rott asked if any other venues use Amend Park other than soccer. He also asked if groups had to rent the fields through the city. Kory Thomson said they can work with the department on holding an event there like the Balloon Fest. Mr. Pigg said if it were something like a sports event, we would talk with APDC. Mr. Thomson said we work closely with APDC.

***With no further discussion, all were in favor of the motion and the motion passed.***

**C. Billings Tennis Association – Indoor Tennis Facility:**

Cyndy Desin said the Elks Club and tennis facility has been sold and the new owners have plans to replace it with two multi-family housing units. She said the new owner's tennis area open for use through the month of January with the possibility of it staying open further passed that month. Ms. Desin said with the closure of the tennis facility, it eliminates a lot of programs for this area. She said the youth programs is maxed out as well as the junior high and high school programs.

Public comment from Emma Larson; Ms. Larson said on a national level, tennis is on the rise as well as pickleball increasing in participation. She would like to know how the city and the BTA could partner together in finding a location for an indoor tennis facility. She asked about Lampman Park. Mr. Whitaker said there is a master plan but would have to do a full-blown master plan before any work would be done there.

A comment was made to look at Cottonwood Park as another good possible location. Mr. Whitaker said yes it would.

Public citizen Kellie Saville commented that if we lost tennis, it would impact the community as a whole; families have moved to the state because of tennis and some families have said they would move away if tennis were taken away. She also said the USDA is ready to help us. She said there are already plans for a tennis facility; they would like a space in which there is room to grown in. She said they would like to help and donate in building a tennis facility.

Recreation Specialist Brad Knutson said the department runs about twenty-three tennis programs per year. He said there are about 75 families that use the after-school tennis program twice a week. He said area and surrounding high schools use the Elks tennis facility as a backup for their divisional tournaments. He said without an indoor facility, it would eliminate tennis from this side of the state.

**D. Parks Board Discussion:**

Chairman MacLean brought up board member Lew Morris absence from the board. Per city code, if a person has missed 3 or more unexcused absences in a row, the mayor can remove you off the board. give reason for a board member to be removed. Mr. MacLean said he has spoken to the Assistant City Administrator Kevin Iffland regarding Mr. Morris, and Mr. Iffland will be speaking with Mayor Cole on the matter.

Board member Clark brought up for discussion the Bloomberg Grant for up to one million for temporary art projects. She asked if any board member was interested in persuading the potential million-dollar grant.

Ms. Clark asked staff if any matching grant program applications have been turned in yet. Mr. Whitaker said no not at this time.

**AJOURNMENT** – Adjourned at 12:08 PM

**(Please note these are summary minutes; this meeting is recorded and available to the public for any additional information discussed)**