



PRC PARK BOARD MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: Monthly Meeting

MEETING DATE: March 8, 2023

LOCATION: Parks & Recreation Office Conference Room

ATTENDEES:

PRC Board Members: Thom MacLean, Jim Rott, Maia Dickerson, Jami Clark, Laura Drager, Chuck Platt

PRPL Staff Members: Kory Thomson, Recreation Superintendent; Mike Pigg, Parks Superintendent; Mark Jarvis, Park Planner; Jake Milliron, Community Outreach & Engagement Coordinator

City Staff Members: Assistant City Administrator Kevin Iffland; Elyse Monat, City Planning; Tam Rodier, Community Development

MEETING CALLED TO ORDER:

Thom MacLean called the meeting to order at 11:02 AM

INTRODUCTIONS:

Rebecca Noell, Community Development Board Chair

ADDITIONS TO THE AGENDA:

None

APPROVAL OF MINUTES:

Chairman MacLean asked for a motion on the January 11, 2023, board minutes. **Board member Laura Drager made a motion to approve. Board member Maia Dickerson seconded. Chair MacLean pointed out a correction in the spelling of Laura Drager last name and Jami Clarks first name in the minutes. Melonie Trang made note of the corrections. On a voice vote, all were in favor and the motion passed.**

Chairman MacLean asked for a motion on the February 8, 2023, board minutes. **Board member Jami Clark made a motion to approve. Board member Laura Drager seconded. On a voice vote, all were in favor and the motion passed.**

DIRECTORS REPORT: Assistant City Administrator Kevin Iffland said Recreation Superintendent Kory Thomson and Parks Superintendent Mike Pigg will be Co-interim Directors while staff is in the process of hiring a new

director. Mr. Iffland said they have done the first review of applications for the director position. He said they received thirty-one applications. Board member Chuck Platt asked if the applications came from all over the country; Mr. Iffland said yes.

Parks Superintendent Mike Pigg said Cole McQuillan (Parks Supervisor) has been offered and accepted the Parks Project Manager position. Senior Equipment Operator Marc Guaraglia has been promoted to be interim Parks Supervisor.

Mr. Pigg introduced Jake Milliron as the new Community Outreach & Engagement Coordinator. Mr. Milliron introduced himself to the board.

Recreation Superintendent Kory Thomson said Brad Knutson last day as Recreation Specialist was last Friday. His job posting will close this Friday and plans are to review the applications on Monday. Mr. Thomson said they have received a few applications so far. Mr. Thomson also announced that the Spring/Summer brochure had just come out and offered a copy to the board.

Mr. Pigg announced Park Planner Mark Jarvis' retirement at the end of the month. He said the Park Planner position has been advertised and to date we have not received any interest. The board thanked Mr. Jarvis. Mr. Jarvis thanked both the board and staff and commented that it has been phenomenal to see the growth in Billings over the years he has worked for the city. Board member Drager asked Mark to share what project(s) he was most proud of. Mr. Jarvis said it would have to be Dehler Park.

PUBLIC/BOARD COMMENT:

NEW BUSINESS:

A. Comanche Park:

Tam Rodier, Program Coordinator for Community Development, presented the CPTED recommendations for Comanche Park. Those include natural surveillance/lighting, natural access control, territorial reinforcement, and maintenance (replace basketball hoop, repaint lines, community mural). Ms. Rodier also spoke about paving the gravel streets around the park. Total cost for this project is around \$135,000.

She said there are CDBG funds available for this project; it is an eligible expense. Ms. Rodier said she is proposing that she take on this project; she would manage the CPTED projects, and the City Engineers office would handle the paving. She said they would like to make a recommendation to the City Council to make those improvements.

Board member Drager asked if there was any consideration for crosswalks on Plainview. Ms. Rodier said that would be something the City's Engineering Department would have to do but expressed the opinion that it was a great idea.

Board member Drager asked if there was any consideration to involve the students from Washington School Elementary. Ms. Rodier said that the school could be included in the project design.

Board member Drager asked if there has been any discussion on the project with the business in that area. Ms. Rodier said they have not at this point.

Board member Dickerson asked if there was any concern with the lighting impacting the housing around the park. Ms. Rodier said yes, there are recommendations on lighting in the assessments. She said they will make sure that the lighting is not blaring into residents' windows.

The Board Chair asked for any public comment. Community attendee Rebecca Noelle commented

that the name of the park be changed and should no longer be Comanche.

The Board Chair asked for a recommendation to City Council from the board on this project. ***Board member Drager made a motion to recommend the board and parks department support this project to the City Council. Board member Dickerson seconded. On a voice vote, all were in favor.***

B. Parks & Recreation Funding Proposal Update:

Recreation Superintendent Thomson gave an updated presentation on funding. In addition to his presentation, Mr. Thomson said there is currently work being done by the Chamber of Commerce on polling with a survey to get information from the community on supporting additional funding.

Board member Drager asked Kris Kukulski about the funds that have been requested for economic development/redevelopment from the state and of those funds, how much will be for the parkland around the westend water treatment pond. City Administrator Kukulski said it is all for that project.

Board member Clark asked if the statistically valid survey for Cottonwood Park on Facebook is publicly available. Park Planner Jarvis said they sent out a statistically valid survey to the number of people they needed to and gave them the option to do it on paper or online.

Board member Clark asked where we were at on the PMD's (Park Maintenance Districts). Park Superintendent Pigg said the discussion is still going on. He said staff has recommended getting rid of them. He said this discussion will have to go to the City Council.

Board member Rott asked how common it is for a city of our size to have parks funded separately. Mr. Thomson said he is not aware of any "Park Districts" in Montana but there are in other states such as Bismarck North Dakota. City Administrator Kukulski also commented that he has seen a lot more cities having Park Districts.

C. Parks Board Discussion:

None

AJOURNMENT – Chairman MacLean entertained a motion to adjourn. Board member Drager motioned to adjourn. Adjourned at 12:01

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