



PRC PARK BOARD MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: Monthly Meeting

MEETING DATE: December 13, 2023

LOCATION: Parks and Recreation Office - Conference Room

ATTENDEES:

PRC Board Members: Thom MacLean, Mark Sulser, Melissa Henderson, Jim Rott, Laura Drager, Chuck Platt, Jami Clark

PRPL Staff Members: Mike Pigg, Director; Cole McQuillan, Parks Superintendent; Kory Thomson, Recreation Superintendent; Brandon Schmidt, Cemetery Supervisor; John Gayvert, Parks Project Manager; Steve McConnell, City Forester; Nick Miller and Jeff Taylor Parks Employees; Jennifer Brown, Recreation and Wellness Specialist

City Staff Members: Elyse Monat, Active Transportation Planner

MEETING CALLED TO ORDER:

Chairman Thom MacLean called the meeting to order at 11:00AM

INTRODUCTIONS:

Public attendees: Kelly Wenrich, Inanna Hencke, Sue Bressler

ADDITIONS TO THE AGENDA:

Chairman MacLean requested for item C. *Cemetery Code Changes Update* under New Business be moved up to A. and Director Pigg requested to add "Tree Board Discussion" under New Business.

APPROVAL OF MINUTES: Chairman MacLean requested action on the August and October 2023 minutes.

Board member Jim Rott made a motion to approve the November 8, 2023, minutes. Board member Laura Drager seconded. On a voice vote, all were in favor.

DIRECTORS REPORT: Director Mike Pigg introduced John Gayvert as one of two Parks Project Managers recently hired. He said we have hired the second Project Manager, Brad Wright; he will start Monday December 16th.

Mr. Pigg reported that our Arborist Steve Riley has resigned. Staff have begun the process to fill his position.

Mr. Pigg passed out to the board the approved Capital Improvement Project (CIP) list. (**Attachment A**) He noted a couple items: additional \$500,000 match money for the Poly Vista splashpad in 2027, pool for South Park stayed in. Items amended to the CIP were: FY26 \$1 million for playground at Centennial, FY27 \$1 million for Highway 3, FY28 \$1 million for Cottonwood Park to start project and FY29 \$1 million for shelter at Centennial.

Board member Jim Rott asked if the Stagecoach trail was the departments. Mr. Pigg said it is not yet but will be once the project is completed.

Mr. Pigg recognized PRPL Parks Mechanic Jeff Taylor and Recreation & Wellness Specialist Jennifer Brown. Ms. Brown passed out to the board the “2024 PRPL Community & Senior Center Plan for Expanding Senior Services” document. (**See Attachment B**)

PUBLIC/BOARD COMMENT:

Public attendee Kelly Wenrich commented on her love for the High Sierra Dog Park, how often she takes her dog there and how she would like to make it nicer. Mr. Pigg said for Ms. Wenrich to set up a time with staff to discuss improvements to the park.

NEW BUSINESS:

A. Cemetery Code Changes Update:

Cemetery Supervisor Brandon Schmidt said he has received a request to add a bronze plaque to a headstone located in Mountview Cemetery. Mr. Schmidt said the City’s Cemetery Ordinance does not permit that. He is proposing to change the city ordinance to include the placement of bronze plaque on headstones along with other additional changes. See (**Attachment C**) for his proposed changes to the ordinance.

Mr. Schmidt requested the board’s approval of his proposed changes and to send it to City Council for their approval.

Board member Clark commented that the ordinance does not give a date as to when an individual can start adding flowers for Memorial Day. Mr. Schmidt said they can start May 15th and will look at adding that to the ordinance.

Board member Henderson suggested that under section 8-326 include language for “other holidays”. Mr. Schmidt said he did not want to list every holiday for every culture. Board member Drager suggested changing the working from “holiday decorations” to the word “cultural decorations”.

Chairman MacLean requested a motion on the presented proposed updated Cemetery Ordinance. Board member Jami Clark made a motion to accept the proposed ordinance with the Park Board changes be presented to City Council for approval. Board member Laura Drager seconded. On a voice vote, all were in favor and motion passed.

B. Recreation Update:

- Wrapped up fall programming
- Last day to register for Adult City League is tomorrow; about 45 teams so far but expect around 70
- Working on the Aquatic Facilities Assessment Study; this study includes both pools, wading pools and spray grounds

- Working with Northwest Playground on replacing the features on the spray features at Rose pool
- Ordered new workstations for the front office, community senior side, and pools

C. Projects and Parks Update:

- Park staff is working on irrigation pump stations and parking lot regrading
- Staff working on tree lighting at Community Park, Mountveiw Cemetery and North Park
- Staff working with the contractor on the North Park project
- Arrowhead playground has been installed; punch list is in progress
- Slide has been replaced at Castlerock playground
- Underground piping for the sprinkling system at Gorham is done; just waiting on the pumpstation to be shipped and installed
- At North Park the pad was poured for the shelter; some of the adult exercise equipment was installed, the old playground was removed, and the concrete restroom was installed
- Pioneer Park consultant contract was signed and beginning site survey for tennis courts
- Final bid documents on the Poly Vista parking lot

Board member Clark asked if the Cottonwood Master Plan been presented to City Council yet. Mr. Pigg said no but it should be sometime in January.

D. CPTED Update:

Parks Vista Inanna Hencke presented the Crime Prevention Through Environmental Design (CPTED) priority parks review PowerPoint. (**Attachment D**) Ms. Hencke is working on spending CPTED funding on lighting at North. The project is to do a complete illumination of solar-compatible areas with 19 solar lights. Total cost for the lights, parts and labor is \$95,000. Also included in this project is to remove the handball courts and replace them with permanent chess and table tennis. Cost for that project is \$20,000.

She said their next project if approved for additional CPTED funding would be South Park.

Board member Clark asked if the recently installed lights at Comanche Park solar. Ms. Hencke said yes.

A question was asked how big of an area would a one solar light cover. Response was that it would cover 90 feet.

E. Tree Board Discussion:

Mr. Pigg discussed putting together a Tree Board as part of conditions using the \$1 million tree grant fund. City Forester Steve McConnell and Mike are working together on the language for the Tree Board's creation documents. The Tree Board will be 100% dedicated to all the city's forestry not just parks forestry.

Board member Drager asked if the Tree Board would report to the Park Board. Mr. Pigg said no, it is a completely separate board.

Board Chair MacLean asked how many trees would \$1 million buy. Mr. Pigg said the grant money does not just cover for the buying of trees but also for the health of trees such as pruning and tree removal and educating the community. Mr. Pigg said that Steve McConnell is hoping to buy at least 2,000 trees with the funds.

F. Parks Board Discussion:

Board member Clark asked if there was a possibility of doing some matching grant funds in FY25. Mr. Pigg said there has been some Council discussion on seeing the program come back. He said some of his concerns though, is that the department has a number of “asks” that we need to do for our park’s maintenance and recreation division. He said this department is way understaffed, way underfunded, and he would hate to give up funds to projects/build things in a park and we cannot maintain or have enough staff for it.

Board member Clark said there has been a delay in the installation of the shade structures along the Skyline Trail. She said due to the very specific Federal rules that the structures must be American made, the Skyline trail must be complete, and the inner belt loop road must be complete, they do not expect to have the shade structures installed until sometime in June.

AJOURNMENT – Meeting adjourned at 12:54 PM

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

ATTACHMENT A

 **FY 2025 - 2029 CAPITAL IMPROVEMENT PLAN SUMMARIES (PROPOSED)
FUNDING BY DEPARTMENT AND PROJECT CATEGORY**

PARKS AND RECREATION DEPARTMENT

PARKS AND RECREATION PROJECTS

Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Amend Park Parking Lot Repairs	200,000	-	-	-	-	200,000
Burg Park Playground Replacement	-	-	-	300,000	-	300,000
Dehler Park Ball Field Replacement	-	-	-	449,080	-	449,080
Dehler Park Ball Netting	100,000	-	-	-	-	100,000
Edgerton Playground Replacement & Restroom Remodel	-	-	-	500,000	-	500,000
Francis Park Playground Replacement	-	-	100,000	-	-	100,000
Gorham Park Playground Replacement	-	-	300,000	-	-	300,000
Harvest and Olympic irrigation upgrades	100,000	-	-	-	-	100,000
Hawthorne Park Wading Pool Replacement	-	-	-	200,000	1,700,000	1,900,000
Ironwood pump stations	100,000	-	-	-	-	100,000
Irrigation Automation at Burlington Park	-	-	-	305,025	-	305,025
Irrigation Automation Spring Creek and Evergreen Parks	-	315,097	-	-	-	315,097
Kiwanis Park Playground Replacement	70,000	-	-	-	-	70,000
North Park Tennis/Basketball Courts Replacement	100,000	-	-	-	-	100,000
Pioneer Park Wading Pool Replacement	-	-	-	200,000	1,700,000	1,900,000
Poly Vista Park	200,000	-	500,000	-	-	700,000
Replace walking bridge at Pioneer Park	100,000	-	-	-	-	100,000
Resurface trail in Riverfront Park	-	400,000	-	-	-	400,000
Rose Park Tennis Courts Replacement	-	-	600,000	-	-	600,000
Rose Pool Perimeter Fence Replacement	-	200,000	-	-	-	200,000
Sacagawea Park Playground Replacement	400,000	-	-	-	-	400,000
Sidewalk repairs through out the park system	100,000	100,000	-	-	-	200,000
South & East shops building repairs	-	-	300,000	-	-	300,000
South Park Pool Renovation	400,000	10,000,000	-	-	-	10,400,000
Stewart Park Playground Replacement	400,000	-	-	-	-	400,000
Unita Park Playground Replacement	-	-	-	-	100,000	100,000
Various Trail Repairs	100,000	100,000	100,000	100,000	-	400,000
Veterans Park Playground Replacement	-	400,000	-	-	-	400,000
Waldon Grove Park Playground Replacement	-	-	100,000	-	-	100,000
Walsh Park Playground Replacement	-	-	300,000	-	-	300,000
Water - West End Reservoir/City Lakes	-	-	6,000,000	-	-	6,000,000
Total Park and Recreation Projects	2,370,000	11,515,097	8,300,000	2,054,105	3,500,000	27,739,202

CEMETERY PROJECTS

Project Name	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
Mountview Cemetery Spreading Garden	100,000	-	-	-	-	100,000
Total Cemetery Projects	100,000	-	-	-	-	100,000

PARKS AND RECREATION DEPT TOTAL	2,470,000	11,515,097	8,300,000	2,054,105	3,500,000	27,839,202
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December 8th, 2023 progress report

Park	Project	Status	*updated information for this week
	Completed	Started	
Arrowhead playground replacement			
Castle Rock playground addition			
Castle Rock parking lot & restroom			
Central tennis courts replacement			
Comanche playground replacement			
Cottonwood Park masterplan			
Coulson Park South Improvements			
Gorham irrigation automation			
Grandview irrigation automation			
Highland playground replacement			
Millice irrigation automation			
*North Park adult exercise & shelter			
*North Park playground replacement			
*North Park restroom replacement			
Pioneer Park tennis courts replacement			
*Poly Vista inclusive playground and parking lot			
Ponderosa irrigation automation			
Rose Park pool spray equipment replacement			
Skypoint sail replacement			
Aquatic Facility Assessment			

2024 PRPL Community & Senior Center Plan for Expanding Senior Services

Here to help seniors age in place with grace and make aging fun!

In the last 5 years we have seen a shift in program and service participation. We have gone from a 60% sedentary programs and 40% active class participation. Now we see it has flipped to 60% active and 40% sedentary. We have done this by increasing program opportunities on site and with partnering with Adult Resource Alliance to provide programs outside these walls.

Our focus has been to help seniors age in place with grace has been to help seniors stay strong and healthy. Falling is not a normal part of aging it is largely due to being inactive. "Nearly, one out of three Montanans over the age of 65 fall each year. Falls are the leading cause of fatal and non-fatal injuries in older adults. Falls are costly-in dollars and in quality of life. Most common injuries sustained from a fall are hip fractures, broken bones, and head injuries. In Montana, unintentional falls is the third most common cause of injury-related deaths." - <https://dphhs.mt.gov/>

Previous Years

2022 - Increase in program participation by 32% with our partnership with Adult Resource Alliance. Was able to add in more inclusive classes that helped activate seniors from their chair. Added in several new classes at the two Adult Resource Al

2023 - Increase in program participation by 7%. This is the current total. This has been done by increasing participation in current classes. Our focus has been in promoting our existing classes and bringing on instructors to continue to run and expand programming.

Outreach

Working with the Aging Friendly Billings Coalition.

Presentation on programming - Adult Resource Alliance location in May, Foster Grandparents and Riverside Foster Grandparents night.



2024 PRPL Community & Senior Center Plan for Expanding Senior Services

Here to help seniors age in place with grace and make aging fun!

2023 Plan - Goal to increase programming and participation by 35%.

In January we will be meeting with Adult Resource Alliance to look at expanding programming for wellness and other activities of interest. Our goal is to get expanded programming into our next activity guide.

- We will look at partnering with local churches and spaces to provide programming during underutilized times.
- Working with expanding our nutrition education and cooking classes.
- Technology classes
- Increased social engagement

We have 2 OT students from University of Mary doing Capstone project

- Fall prevention class/health promotion
- Technology resources for caregivers of those with dementia

Nursing Students- Health Promotion Classes

- We will be creating classes/programs we can have them help lead
- Nursing program has increased need for placement - Will be finding ways to have them help with programs they can lead in health promotion.

New programs

- No cost programs for seniors to bridge the gap for those who find programming a barrier- utilizing states evidence based programs which have resources to facilitate.
- Partnering with Foot Care Clinician to create Intro to Diabetes Prevention
- Walking classes- ways to activate current trails and looking at places to hold it during increment weather.
- Bringing in new social activity opportunities.



ATTACHMENT C

ORDINANCE 22-_____

**AN ORDINANCE OF THE CITY OF BILLINGS,
PROVIDING THAT THE BILLINGS, MONTANA CITY
CODE (BMCC) BE AMENDED BY REVISING ARTICLE 8-
300 AND REPEALING ORDINANCE 03-5240**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BILLINGS THAT:

Section 1. That Article 8-300 of the Billings, Montana City Code (BMCC) is amended and renumbered so that such article shall read as follows:

ARTICLE 8-300. - CEMETERY RULES AND REGULATIONS

Sec. 8-301. - Cemetery defined.

The word "cemetery," as used in this article, shall mean the Mountview and Billings Cemeteries.

Sec. 8-302. - Perpetual care fund.

(a) The city shall set aside thirty-five (35) percent of all money received from all graves or niches sold in the cemetery, which sum shall constitute the "perpetual care fund." The perpetual care fund shall remain forever intact and shall be invested in savings or time deposits in a state or nationally chartered bank insured by the FDIC or in municipal, state or federal government bonds. Only the income from such investments shall be used for the maintenance of the cemetery and the uniform care of all lots therein, and the city shall expend that income, or so much thereof as is necessary, for the uniform, perpetual care and maintenance of the cemetery. It shall be the duty of the city council to make such investments in accordance herewith as they may deem proper. No part of the principal of the fund may be expended in any manner and it shall be kept invested as required by this section.

(b) The city is authorized to accept funds to be held in trust for any purpose designated by the trust. If the donor of any such fund does not provide otherwise, such funds will become a part of the perpetual care fund. Should funds be donated for a special purpose or special care of any particular lot in the cemetery, then the funds will be kept as separate funds and the income therefrom expended in accordance with the terms on which funds were donated and received.

(c) The city may, in its discretion, apply towards the care of the cemetery any proceeds from cemetery lot sales that accrue and remain after the perpetual care fund has received thirty-five (35) percent as provided in subsection (a).

Sec. 8-303. - Perpetual trust for family lots.

To prevent relatives from disposing of their family lots, and disinterring the bodies therein, lot owners may re-convey their lots to the city to be held in perpetual trust for their permanent interment and for the interment of such other persons as the lot owners may designate.

Sec. 8-304. - Lot conveyances.

The mayor is authorized and empowered to execute on behalf of the city, contracts for the sale of lots, or portions of lots, in the cemetery, and to issue deeds of the city to lots, or portions of lots, located in such cemetery upon payment of the purchase price therefore; to accept on behalf of the city notes of purchasers of lots located in such cemetery in payment of the purchase price thereof, and, The city administrator or his/her designee is authorized to receive applications for, and to issue burial permits for, the interment of the dead in the cemetery; provided, that any conveyance made by such officers shall be subject to the provisions of this article.

Sec. 8-305. - Covenants to run with burial lots.

The covenants, rights, limitations and obligations set forth in the conveyance of lots in the cemetery, together with the provisions of this article, are declared to be covenants running with the land, and shall be binding upon all present and future owners of burial lots in the cemetery.

Sec. 8-306. - Rules and regulations.

The city administrator or his/her designee shall promulgate and publish rules and regulations for administration, operation, maintenance and control of activities relating to and within the city-owned cemetery.

Sec. 8-307. - Right of passage.

The owners of lots shall have the right of passage therein under such rules and regulations as the city may from time to time establish for persons, animals and vehicles, over driveways and walkways for ingress and egress to their respective lots.

Sec. 8-308. - Visitors.

Visitors shall be admitted to the cemetery during open hours, but must keep to the walks and drives and shall not cross over, occupy or otherwise trespass upon any lot not their own.

Sec. 8-309. - Use of lots.

Lots are sold for no other purpose than for the burial of human dead, and such incidental uses that are suitable and proper for a cemetery lot.

Sec. 8-310. - Who may be interred.

All interments in lots shall be restricted to members of the immediate family or relatives of the owner unless permission otherwise is obtained from the city.

Sec. 8-311. - Transfer of lots.

No assignment or transfer of lots shall be valid without the prior consent of the city endorsed upon such transfer or assignment and entered on record by the city. Additionally, all cemetery lot owners who wish to sell their lots or portions of their lots must sell them to the city for the same price for which it was originally purchased.

Sec. 8-312. - Advertisements.

No advertisement or marketing of products in any form shall be permitted within the cemetery office and at information kiosks. The cemetery may display marketing material for products and services provided by the cemetery on cemetery common grounds. During special events the cemetery supervisor may authorized marketing material on cemetery common grounds.

Sec. 8-313. - Joint ownership.

The city shall not give joint deeds to lots sold. Persons owning lots in partnership may agree among themselves as to the parts of lots to be used by each, but the city will not be delegated to enforce such agreements.

Sec. 8-314. – Dividing lines.

When more than one (1) person claims an interest in a lot no visible dividing line shall be allowed.

Sec. 8-315. - Hire of space prohibited.

No lot owner shall have a body interred in the owner's lot for a remuneration, sale or hire of space.

Sec. 8-316. - Removal for nonpayment.

Should there be an interment on a lot on which the payments have not been made as per the terms of contract, the city reserves the right to disinter the remains and remove them, together with any monument or other structure thereon, to some other portion of the cemetery equal in price to the amount paid on such lot after the actual cost of removal has been deducted.

Sec. 8-317. - Devolution of lots.

When a lot owner dies intestate, the lot shall pass to the heirs recognized by the laws of the state.

Sec. 8-318. - Proof of ownership required.

It shall be the duty of the heirs or devisees to file with the city full proof of the ownership upon death of the owner of any lot. The city may not allow interment to take place until such proof is given.

Sec. 8-319. - Orders for interment and disinterment.

- (a) Orders for interment and disinterment must be made in writing by the lot owner upon proper forms furnished by the city before a grave will be opened.
- (b) If the original owner is dead and there are two (2) or more legal heirs, the order must be signed by all legal heirs.
- (c) If the lot is owned by a lodge, society or any organization, the order must be signed by an officer having proper authority to act.

Sec. 8-320. - Multiple burials.

- (a) Burials of two (2) human remains in the same casket shall not be allowed except when the remains of the bodies can be placed in one (1) outer burial container approved by the city.
- (b) A maximum total of three (3) persons may be buried in a single, traditional grave if at least two (2) of the remains are cremated.
- (c) A maximum total of two (2) cremated remains may be buried in a grave marked for cremation only, outside of the cremation section.
- (d) Only one (1) cremated remains may be buried in a grave in the cremation section of the cemetery.

Sec. 8-321. - Cement, walks, trinkets.

Gravel, stone, brick or cement of any kind, or artificial walks, shall not be allowed upon the lots, nor will any boxes, shells, trinkets, toys and the like be permitted on such lots.

Sec. 8-322. - Fencing and enclosures prohibited.

- (a) Fencing, coping or enclosures of any nature whatsoever shall not be allowed upon the lots or graves, except those copings and fences which were erected in the Billings Cemetery before the Mountview Cemetery was established.
- (b) Fencing, coping and curbing that exists in the oldest part of the cemetery which has deteriorated through neglect or wear to the point of being a hazard or which detracts from the overall condition or appearance of the cemetery, may be condemned and removed by the city, after attempting to contact the property owner. These items may be removed if they are a hindrance to the care and maintenance of the cemetery.

Sec. 8-323. - City to mark lots.

All lots shall be marked and put in order by the city.

Sec. 8-324. - Mounds prohibited.

Elevated lots or grave mounds shall not be allowed.

Sec. 8-325. - Flower receptacles.

(a) All ground level receptacles shall be standard, furnished and installed by the city at cost.

(b) A flower receptacle will be placed in a marker or monument foundation as per city specifications.

(c) Only one (1) receptacle per grave shall be allowed and shall be placed at the head of the grave.

(d) All flower receptacles and containers creating a safety hazard may be condemned and removed by city.

Sec. 8-326. - Ground level flowers.

(a) Ground level flowers/decorations are only allowed in city furnished flower receptacles. Any inappropriately placed ground level flowers/decorations will be removed and discarded by the city. No artificial or manmade flowers shall be allowed in 9

(b) Ground-level flower containers receptacles are not allowed to be used set or laid on the ground in the cemetery from October 15th through May 15th.

(c) with the Exception to subsections (a) and (b) is granted for of holiday decorations, to include birthdays, date of death and anniversaries, provided they are clearly marked on the monument. Ground-level, holiday grave decorations shall be allowed three (3) days before and three (3) days after the holiday.

(d) Christmas decorations are allowed from December 15th through the first week of the New Year.

(e) Memorial Day decorations are allowed up until the first Monday following Memorial Day. Memorial Day decorations in the cemetery's Veteran's section are allowed until June 7th

Sec. 8-327. - Injuring plants prohibited.

Picking the flowers, breaking or injuring trees or plants or any other property within the cemetery is prohibited.

Commented [DG3]: This section could be clarified a bit. Do these "exceptions" need to be approved by cemetery staff or are the regulations set forth in the subsequent sentences sufficient for visitors to place decorations?

I'm happy to make some suggestions if I understand better what is intended.

Commented [SB4R3]: I have changed the formatting of this section, which hopefully cleared it up. Intent of this section is to codify when and where people place flowers/decorations. This is done so cemetery staff can efficiently maintain the cemetery, and reduces the chance of running decorations over with equipment. It is not my intent to require individual approval from cemetery staff for each exception. I believe the regulations are sufficient.

Commented [DG5R3]: Looks good, thanks for the clarification.

8-328. - Cemetery traffic.

Posted speed limit in the cemetery is fifteen (15) miles per hour. Faster driving will not be allowed. Vehicles must remain on designated roads within the cemetery. Parking is allowed on any of the roads within the cemetery.

Sec. 8-329. - Picnics and unattended children prohibited.

Children, unless accompanied by an adult, shall not be admitted to the grounds. Picnic parties are prohibited.

Sec. 8-330. - Dogs prohibited.

Dogs shall not be admitted to the grounds of the cemetery, except upon a leash and shall be kept on the roadways only

Sec. 8-331. - Monument regulations.

(a) Only one (1) upright monument shall be erected at the head end of the graves so that the monument is centered on two (2) or more graves. The upright monument shall be not less than twenty-eight (28) inches in height or exceed forty-two (42) inches in height. All other grave markers shall be placed flush with the ground surface.

(b) All upright monuments and flat grave markers shall be of natural granite except those specified by the federal government in the veteran sections. No bronze plaques or metal plates shall be attached to the natural granite.

(c) Bronze plaques may be attached to granite markers, provided they are affixed to the marker with metal studs. Placement of any bronze plaque shall be completed by a bonded monument company after receiving a monument permit from the cemetery supervisor. The city is not responsible for any damage to a marker while attaching a plaque or any lost or stolen plaques.

(de) All upright monuments shall have a foundation of concrete that is thirty (30) inches deep and eight (8) inches wider on each side than the dimensions of the base of the monument. All flat grave markers shall have a foundation of concrete that is twenty-four (24) inches deep, and eight (8) inches wider than the dimensions of the stone. Where there is to be a flower container set in the foundation, the side of the stone that the flower container is to be set, the foundation collar shall extend thirteen (13) inches from the stone, and seven (7) inches deep. The base of the upright monument or the flat grave marker shall be wet set into the concrete foundation.

(ed) In the cremation section only flat markers shall be used. In a single cremation grave the stone itself can only measure eight (8) inches by sixteen (16) inches. Double cremation graves may have a twelve-inch (12) by twenty-four inch (24) stone centered on the graves. The foundations for the markers shall be twelve (12) inches deep and

surround the stone so that the stone has an eight-inch (8) border on three sides and a thirteen-inch (13) border on the side where the flower container is placed.

(e) In the baby sections only flat markers shall be used. Because all of the graves are single gravesites and the graves smaller than the traditional grave, the largest flat stone that can be used in the baby section is ten (10) inches by twenty (20) inches or smaller. At no time can the foundation of the stone run over the grave boundary to its neighboring gravesite.

(f) Mausoleums and vaults above ground may be erected only with the consent of the city after all plans and materials have been approved by the city.

(g) All work must be under the inspection of the city and completed as rapidly as possible. Materials not used must be removed as the work is completed.

(h) No materials of any kind shall be received after noon on Saturdays.

(i) Any person desiring to set a monument or marker or build a foundation for that purpose or modify an existing stone, must, before commencing such work, obtain from the cemetery office a permit authorizing such construction. The cemetery office shall not issue a permit required by this division until the applicant has obtained a business license and furnish to the city a surety bond in the amount of \$10,000.00 dollars, which shall be held by the city as a guarantee that the work will be done in a satisfactory manner. The bond shall provide that the applicant will in good faith perform all that the city requires. Continuation certificates to renew the surety bond will not be accepted. Such bond shall be filed with the city clerk. The city shall determine whether or not a monument or foundation has been satisfactorily constructed and set.

(j) Any person desiring to set a monument or marker or build a foundation for that purpose, shall have all the necessary tools and equipment that are recognized by the monument setting industry.

(k) In setting a monument or marker or building a foundation, the contractor shall be liable for any damage to other people's property or to general appearance of the cemetery. The contractor shall be responsible for leaving the cemetery in the same general condition as it was before setting the stone.

(l) Nothing herein shall be construed in any manner to limit the liability of any person engaged in the business of setting monuments or markers, or building foundations for them, for damages in excess of the amount required by the surety bond, nor shall the surety bond be construed to limit the right of any individual who has been damaged by any setting of a monument or marker or building a foundation from bringing an action without regard to the conditions of this provision.

(m) Monuments and markers are personal property and therefore the responsibility of the grave owner. It is the responsibility of the grave owner to notify the cemetery of any change in mailing address or ownership of the grave so that the cemetery can contact them. Notice sent to an owner at the last address on file in the cemetery office shall be considered sufficient and proper legal notification. The monument permit must have the name and address of the person ordering the stone.

(n) In the event that the owners of a monument cannot be contacted, the city or their agents may modify monuments within the cemetery that present a public safety hazard or detract from the overall appearance of the cemetery.

(o) The city or their agents shall not be held liable if a monument in danger of falling is damaged in the process of modifying the stone to correct the safety hazard.

Sec. 8-332. - Grave regulations.

- (a) Single infant graves shall be sold only for immediate use.
- (b) No markers or flowers shall be allowed in the walks between the graves.
- (c) All graves shall be sold for cash before burial can occur.
- (d) The space between the graves shall remain the property of the city.
- (e) If a body is disinterred from a grave in the single section, the ownership of that grave reverts back to the city.
- (f) All markers for single graves shall be flush with the ground and not more than two (2) feet long and one (1) foot wide.
- (g) No monument or other grave marker shall be placed or erected on a grave until that grave is paid for in full.
- (h) No slab, coping, curbing, hedging or enclosure of any nature shall be permitted on any grave.

Sec. 8-333. - Dedication and special rules for veteran memorial plot.

- (a) The grave spaces in the memorial lot of the cemetery are reserved and dedicated to the sole use and purpose of burying the bodies or cremains of veterans and ex-veterans of past and future wars of the United States, subject to the conditions hereinafter specified. Persons to be buried in the veteran memorial plot must be an honorable discharged wartime veteran residing in the city at the time of death.
- (b) No charge shall be made for the privilege of using the grave spaces named in subsection (a), nor for any care or maintenance thereon, except that the usual charges

for opening and closing graves, curbing and flower containers shall be paid therefore in the manner prescribed.

(c) All rules and regulations prescribed by the city governing the use and care of the cemetery shall be observed by all parties interested in the use of the veterans' memorial plot for burial with the following exceptions:

- (1) No grave marker shall be installed in this plot, except upright marble type supplied by the United States government.
- (2) All burials shall be made in the spaces in consecutive order as designated by the city.
- (3) The circular park adjoining the veterans' memorial plot may be used by such parties or organizations as are interested in the care and development of the veterans' memorial plot for the installations of a suitable flag staff, instruments of warfare, implements, memorial monuments or other decorations upon the approval of the city.
- (4) The cremains of up to two of the immediate family members of a veteran who is already buried in the veterans' memorial plot may be buried on that veteran's grave.
- (5) If there is room for additional memorialization on the upright marble VA stone, the spouse of the buried veteran may be memorialized on said stone at the family's expense.

- **Sec. 8-334. - Miscellaneous provisions.**

(a) Vaultless burials are allowed for an additional charge, provided the deceased is wrapped in a shroud, or placed in a cardboard or wicker casket. All other caskets or other burial containers shall be placed in domes or vaults constructed of materials specified by the city.

(b) Installation of sectional liners shall be not allowed.

(c) Infants may be buried in the casket-vault combination.

(d) U. S. Government specified concrete domes are allowed.

(e) Outer burial containers sold by other cemeteries are not allowed in the city cemetery.

(f) All graves and niches sale price shall include a thirty-five (35) per cent perpetual care cost. Prices for all crypts and niches in the Landmarks Mausoleum shall be maintained

and obtained at the cemetery office. All cemetery fees and prices for graves and niches in the cemetery proper shall be established by city council resolution.

(g) Opening, closing and setup for any burial shall include a lowering device for a full size casket or stand for a baby casket or urn, artificial turf, chairs and tent. A discount shall be issued, except in the mausoleum, when a tent is impractical to set up.

(h) The normal cemetery business hours for burial are from 9:00 a.m. to 4:00 p.m., Monday through Friday and from 9:00 a.m. to 2:00 p.m. on Saturday. For burial services that start after 4:00 p.m. on Monday through Friday or after 2:00 p.m. on Saturday, a late overtime fee will be charged.

Section 2. EFFECTIVE DATE. This ordinance shall be effective thirty (30) days after second reading and final adoption as provided by law.

Section 3. REPEALER. All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

Section 4. SEVERABILITY. If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and, to this end, the provisions of this ordinance are declared to be severable.

PASSED by the City Council on first reading the _____ day of _____, 2023.

PASSED, ADOPTED and APPROVED on second reading this _____ day of _____, 2023.

CITY OF BILLINGS

BY: _____
William A. Cole, Mayor

Attest:

BY: _____
Denise R. Bohlman, City Clerk



AmeriCorps



PRIORITY PARKS REVIEW



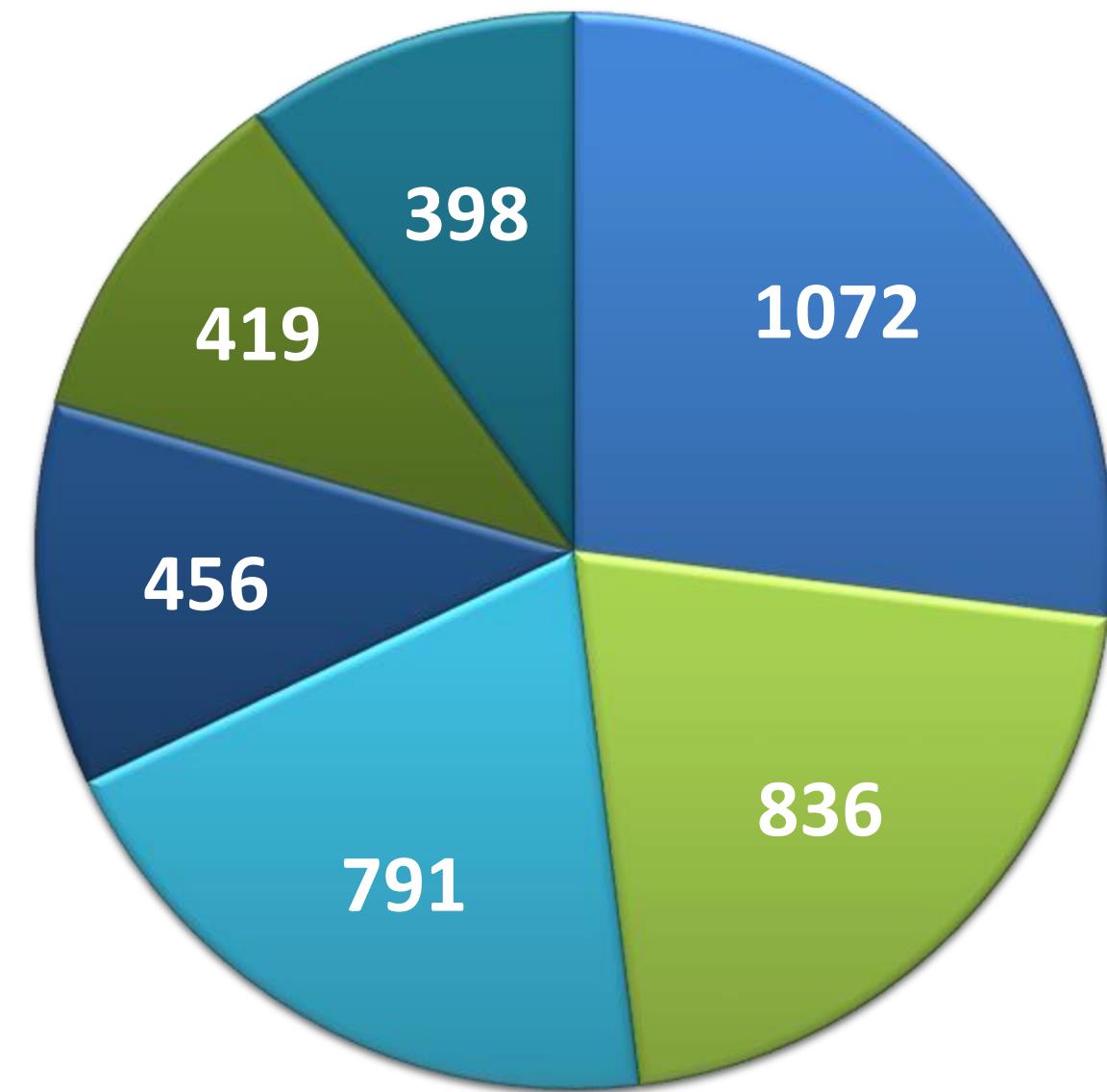
Crime Prevention Through Environmental Design (CPTED) Evaluation

1

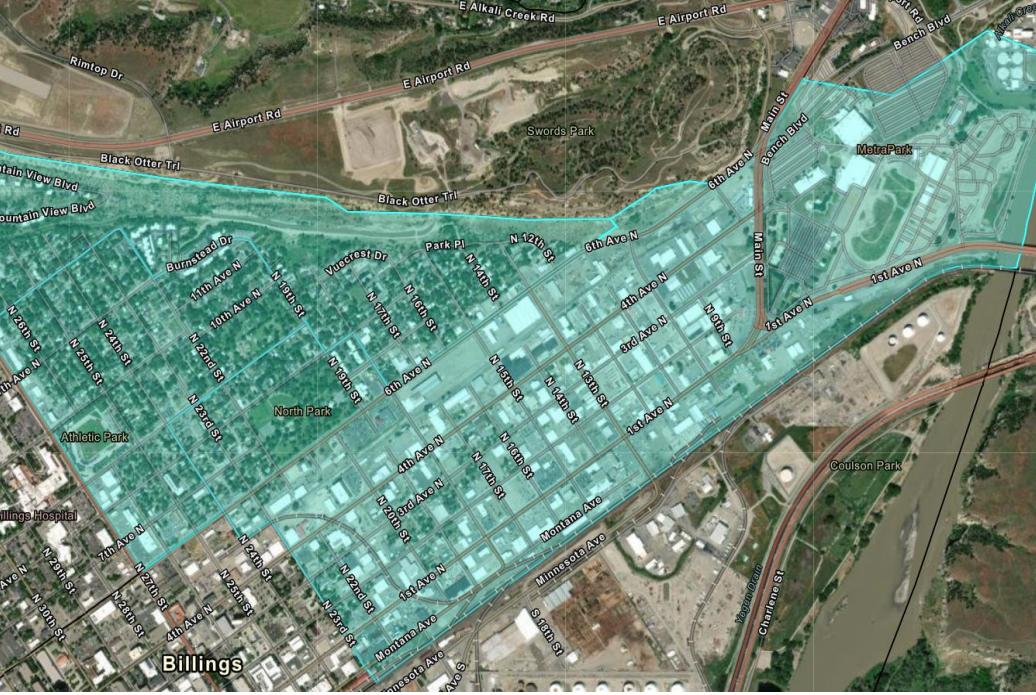
In Collaboration: Sgt. Nate West, Billings Police Department, Nick Miller, Billings Parks & Recreation
& Inanna Hencke, Billings Metro VISTA Project

INCIDENT TOTALS 2018 - 2022

Rank	Park	2018	2019	2020	2021	2022	Total
1	North Park	111	210	310	197	244	1072
2	South Park	166	192	211	117	150	836
3	Dehler Park	116	178	208	179	110	791
4	Pioneer Park	46	92	105	116	97	456
5	Stewart Park	18	50	93	116	142	419
6	Skate Park	20	46	92	87	153	398



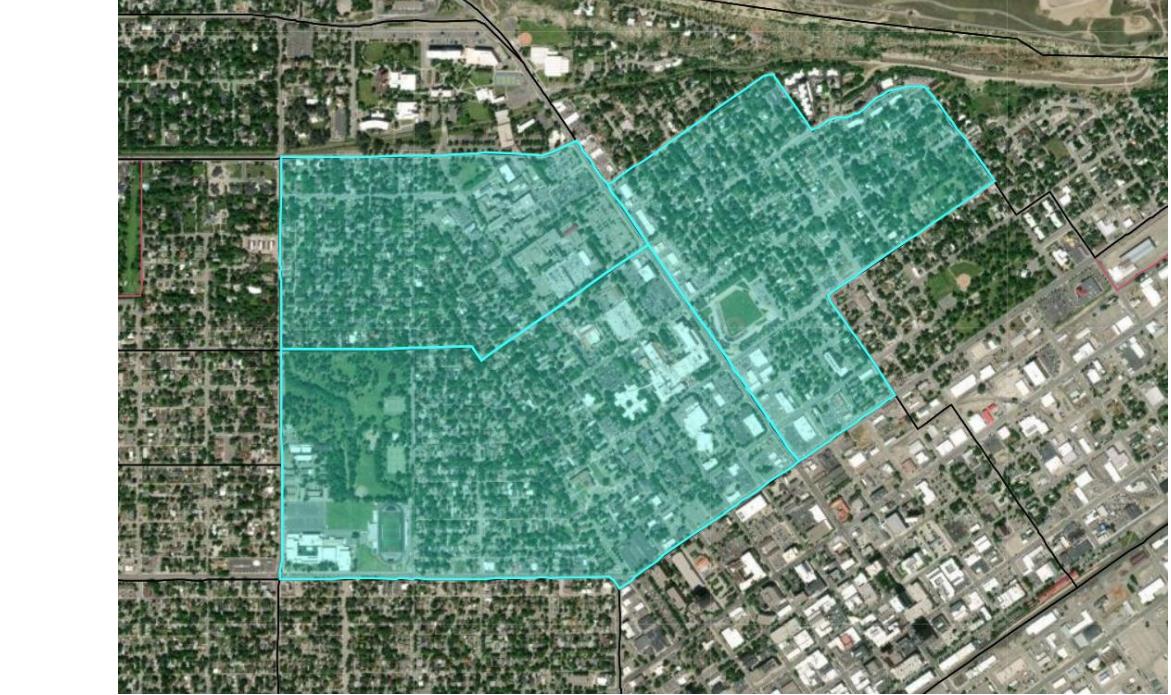
- North Park ■ South Park
- Dehler Park ■ Pioneer Park
- Stewart Park ■ Skate Park



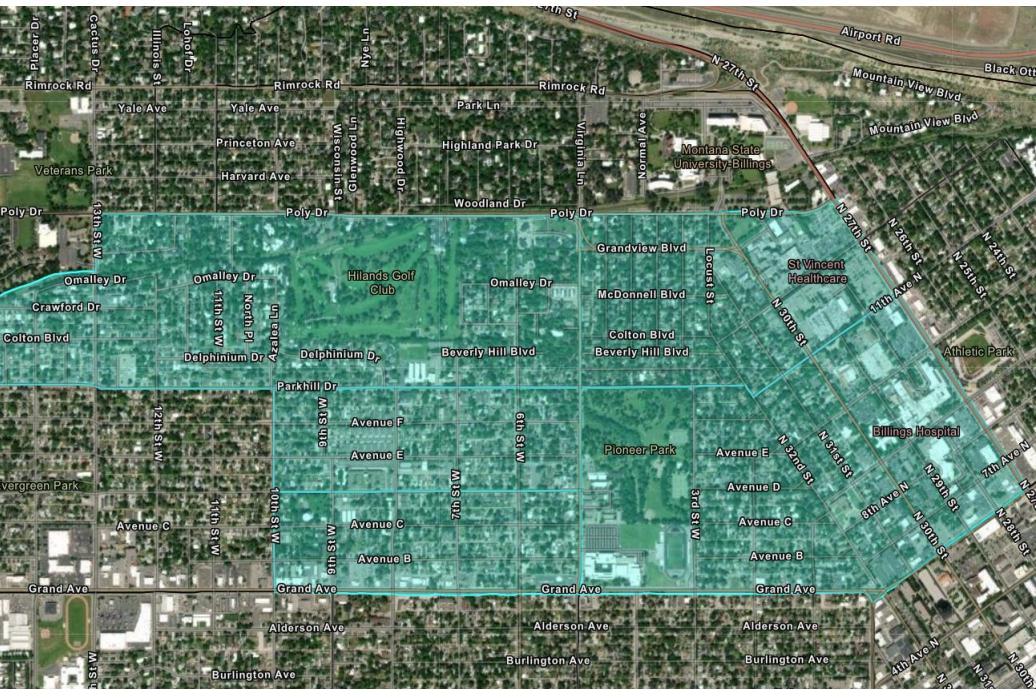
NORTH 76.43% LMI



SOUTH 72.89% LI



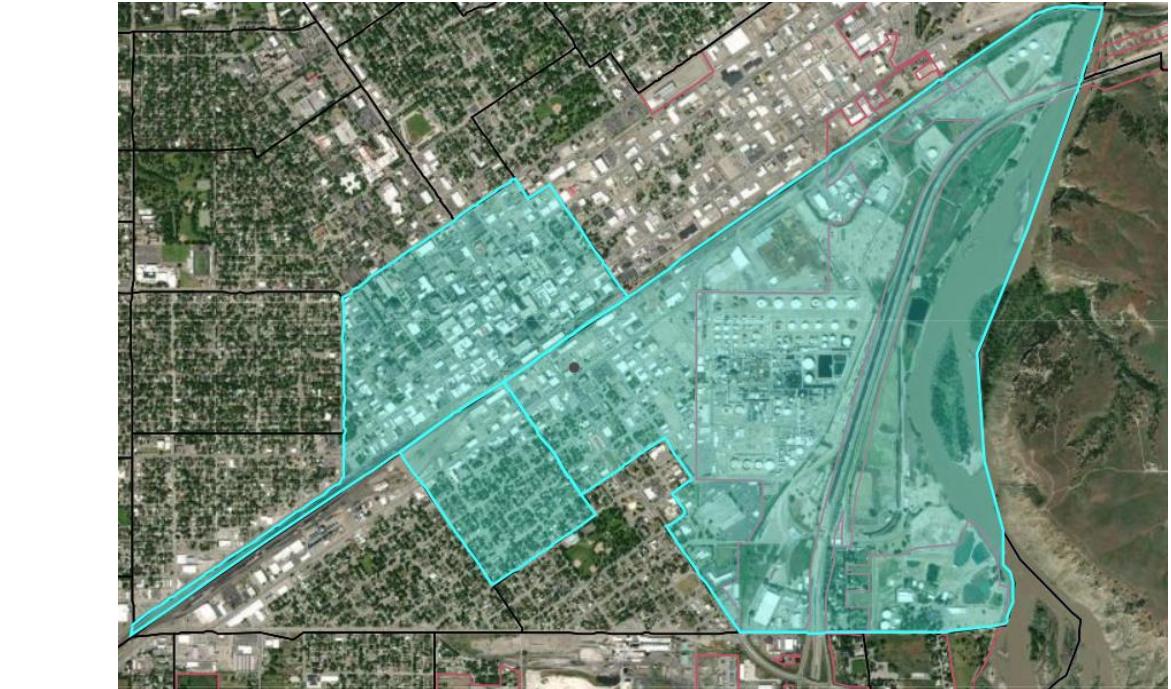
DEHLER 63.71% LMI



PIONEER 52.18% LMI



STEWART 44.67% LM



SKATE PARK 85.26% LMI

SERVICE AREA INCOME

Sourced from current census and HUD data.



4

SIZE

Six parks, 125 acres of parkland

USAGE

Programming

- North: Adventure Camp, Kids in the Kitchen, Table Tennis, Pickle Ball, Basketball, Martial Arts, Cheer & Dance
- South: Pool, Little League
- Pioneer: Playhouse, Youth & Adult Tennis
- Stewart: Little League

Events Through the Years

• Farmers Markets	• Festivals
• Concerts & Plays	• Easter Egg Hunts
• Car Shows	• Winter Recreation

WHAT ELSE?



GENERAL OBSERVATIONS

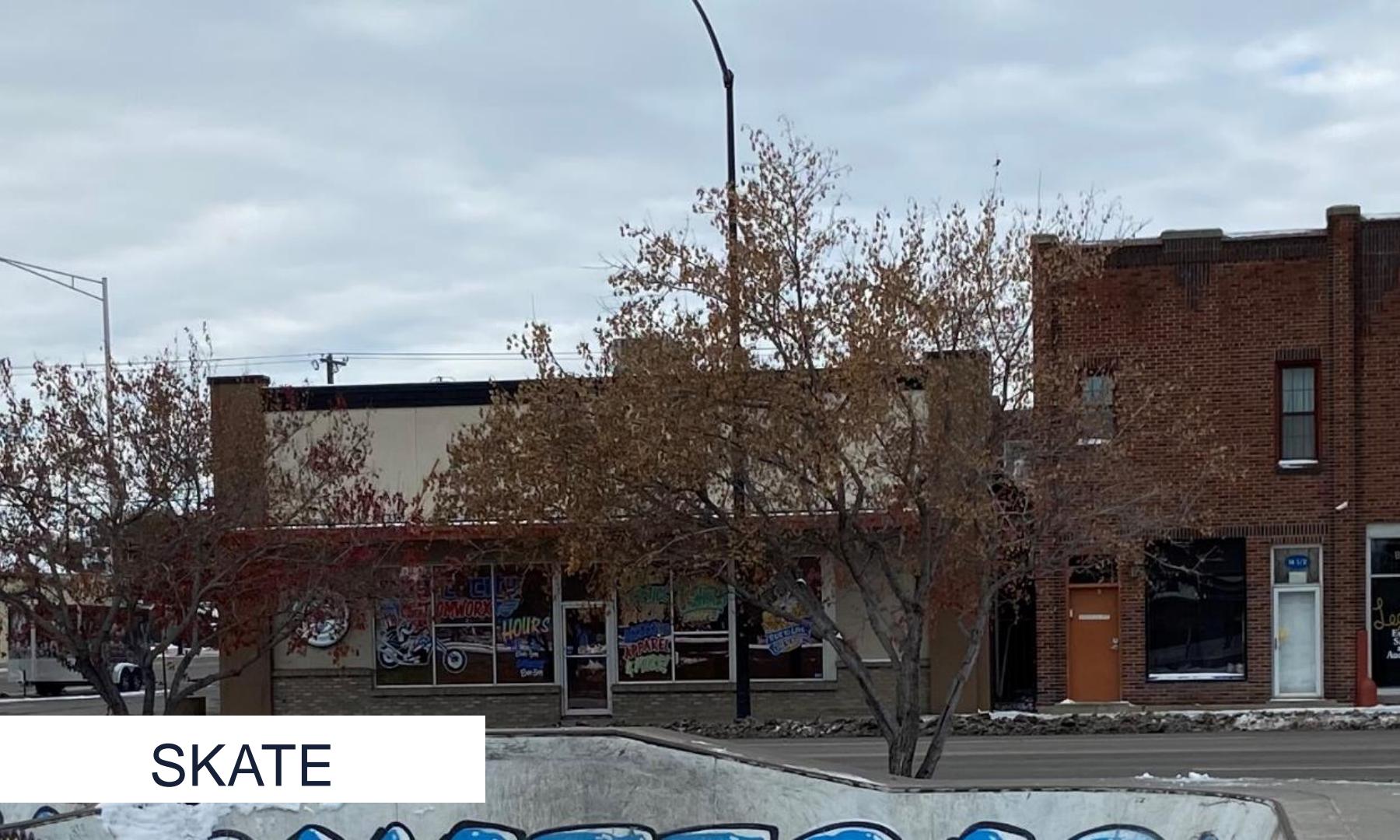
NATURAL SURVEILLANCE

VISIBILITY

Most parks have good daytime visibility with clear lines of sight and minimal obstructions.

OBSTRUCTIONS

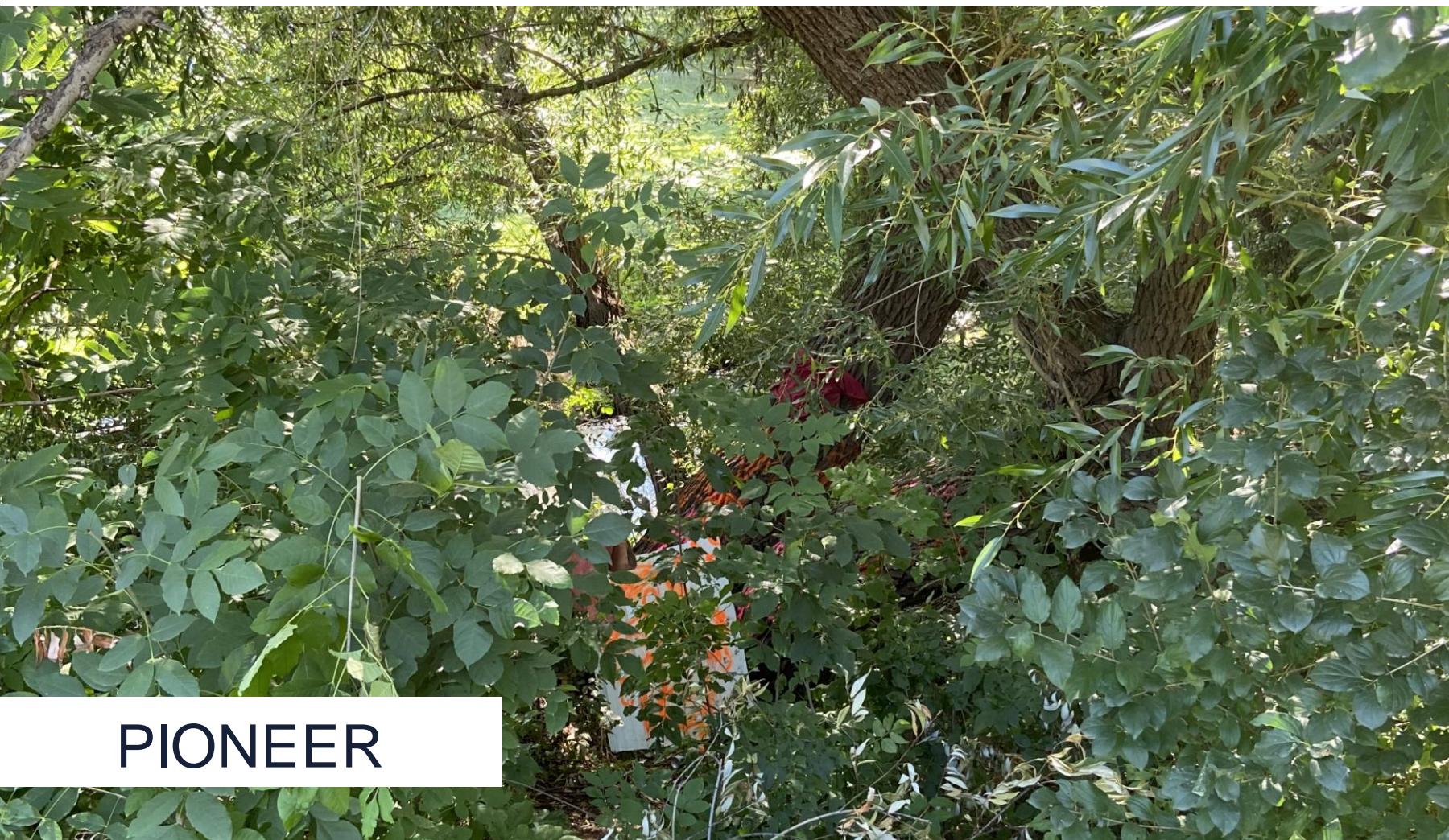
	Foliage / Trees	Topography	Buildings / Structures
NORTH	X		X
SOUTH			X
DEHLER			X
PIONEER	X		
STEWART			X
SKATE	X	X	



SKATE



SOUTH



PIONEER



NORTH



ACCESS CONTROL

ENTRY

Most parks lack a clear and welcoming entry point. Few parks have maps, but many do have signs to set expectations for usage.

ENTRY FEATURES

	Highlighted, Welcoming Entrance	Expectation Signage	Park Map
NORTH		X	X
SOUTH		X	
DEHLER	X	X	
PIONEER	X	X	X
STEWART		X	
SKATE		X	



TERRITORIAL REINFORCEMENT

DELINEATION

Parks are mostly well-defined from their surroundings and effectively use barriers and other design features to designate different usage areas.

Maintenance issues and vandalism are evident.

There is a general lack of dispersed public art.

PARK DEFINITION

	Clear Park Boundaries	Usage Areas Differentiated	Maintenance Issues / Vandalism	Multiple Art Pieces
NORTH	X	X	X	
SOUTH	X	X	X	X
DEHLER	X	X	X	X
PIONEER	X	X	X	
STEWART	X	X	X	
SKATE	X	X	X	X



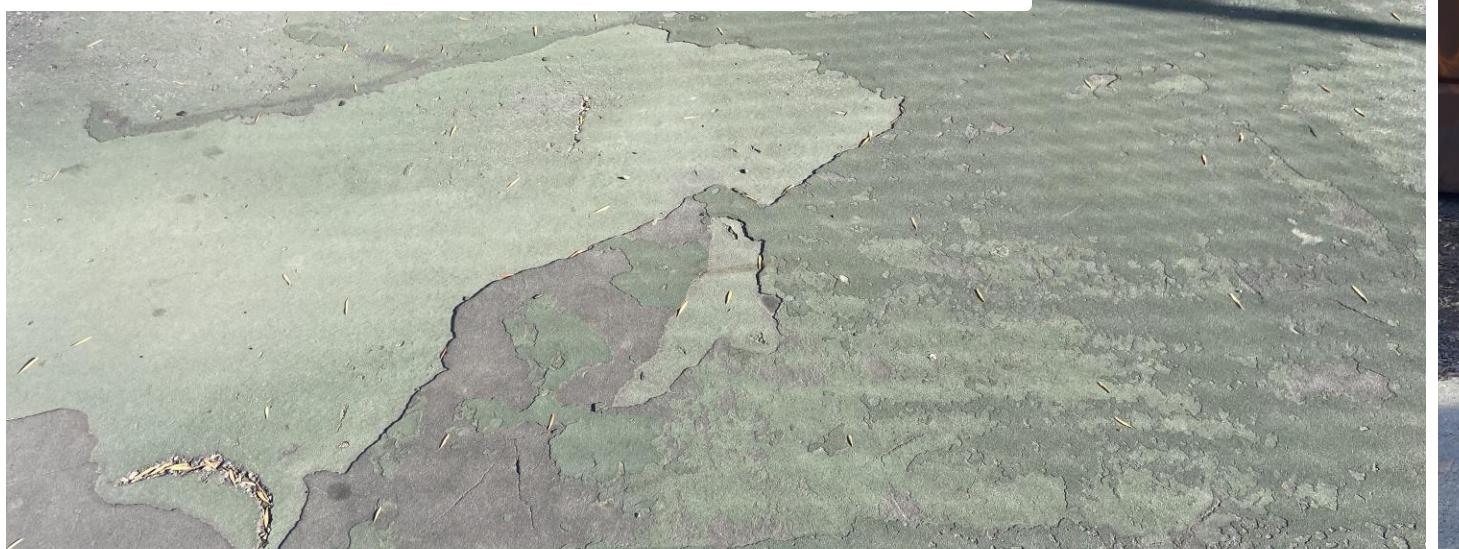
SKATE



SOUTH



PIONEER



LIGHTING

LIGHTING

Parks are dangerous and uninviting to visitors in the dark hours of the morning and the evening.

LIGHTING

Uniform Illumination

NORTH

SOUTH

DEHLER

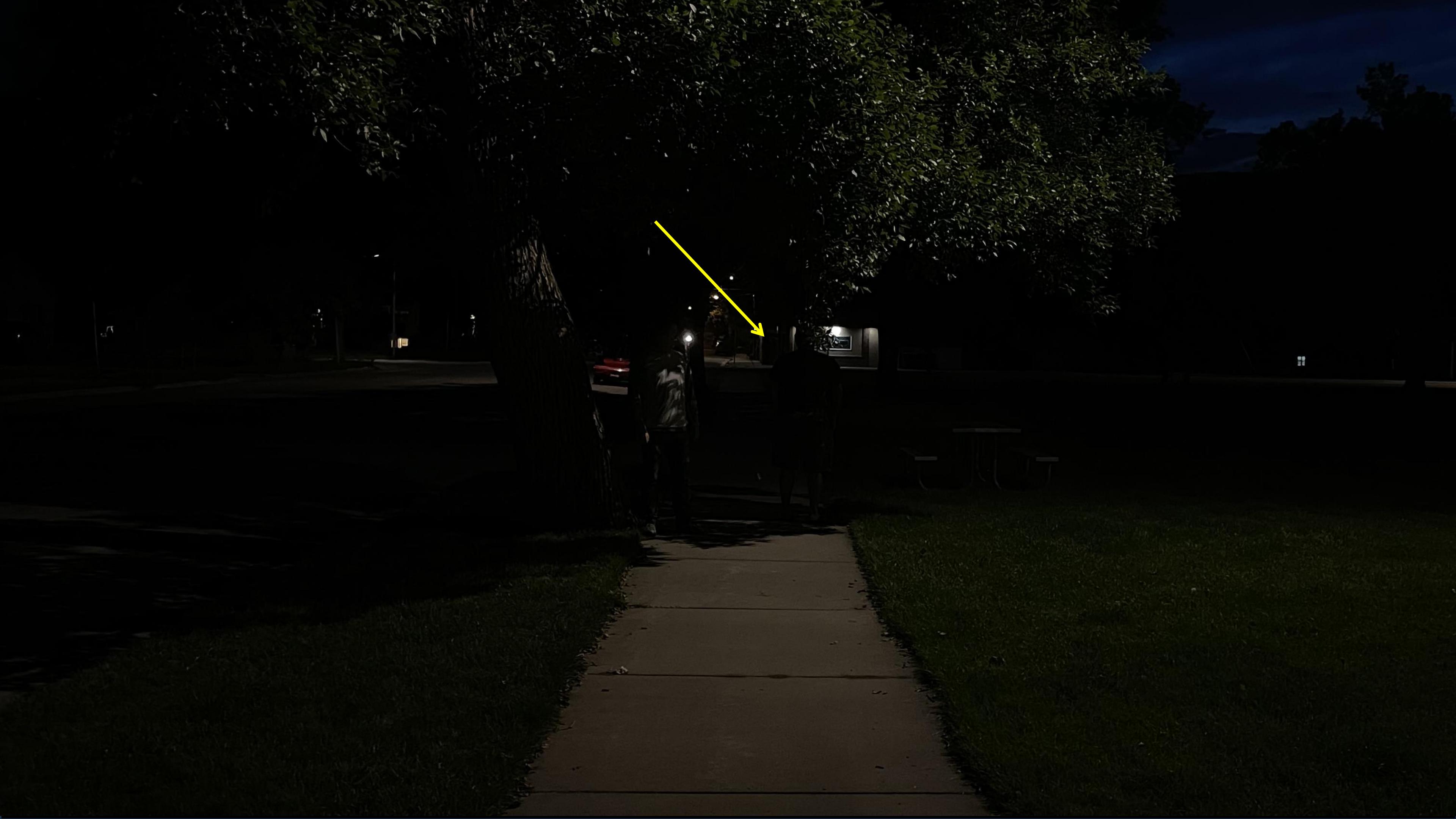
PIONEER

STEWART

SKATE

ALL OF THE IMAGES IN THIS
PRESENTATION WERE TAKEN DURING
REGULAR PARK OPERATING HOURS.

NORTH

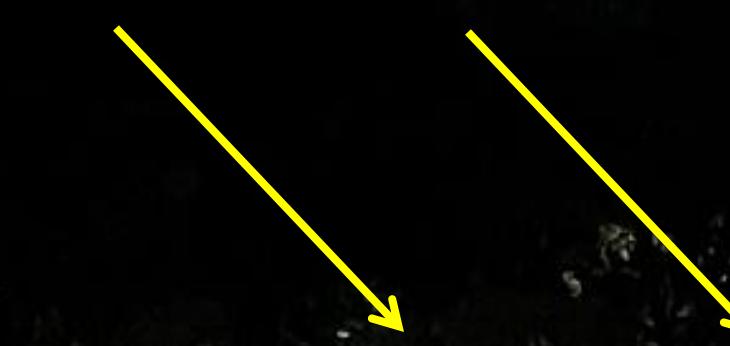






SOUTH







PIONEER







STEWART







SKATE







LIGHTING PROJECT INFORMATION

NOW: NORTH

Complete illumination of solar-compatible areas with 19 solar lights, parts, and labor: \$95,000

EBIRD currently looking into non-solar options for tree-covered areas

Remove handball courts and replace with permanent chess and table tennis: \$20,000

To be covered by CPTED Committee funding

NEXT: SOUTH

Next in line of priority if approved for additional CPTED funding.



COMANCHE: BEFORE



**COMANCHE:
AFTER**

BILLINGS CITY-WIDE CPTED COMMITTEE

QUESTIONS?

THANK YOU!

40

