



**PRC PARK BOARD MEETING MINUTES**

**RECORDED BY:** Melonie Trang, Administrative Support II

**MEETING PURPOSE:** Monthly Meeting

**MEETING DATE:** April 10, 2024

**LOCATION:** Parks and Recreation Office - Conference Room

**ATTENDEES:**

**PRC Board Members:** Thom MacLean, Melissa Henderson, Maia Dickerson, Jami Clark, Jon Thompson

**PRPL Staff Members:** Mike Pigg, Director; Cole McQuillan, Parks Superintendent; Kory Thomson, Recreation Superintendent; John Gayvert, Parks Project Manager; Brad Wright, Parks Project Manager; Jake Milliron, Community Outreach & Engagement Coordinator;

**City Staff Members:** Kevin Iffland, Assistant City Administrator; Elyse Monat, Active Transportation Planner

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**MEETING CALLED TO ORDER:**

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

**PUBLIC ATTENDEE:**

Amy Queen from Healthy by Design

**ADDITIONS TO THE AGENDA:**

None

**APPROVAL OF MINUTES:** No minutes to approve

**DIRECTORS REPORT:** Director Mike Pigg introduced

Mr. Pigg recognized Customer Service Coordinator Allison Thomson as the employee that goes above and beyond. Board member Maia Dickerson asked Mrs. Thomson how long she has been with the department. Mrs. Thomson said she started as a seasonal in 2017 and then a

year later was hired full time.

Updates:

- Took the Cottonwood Master Plan to City Council, did not go well. Plan to go back to council after making some updates. City Council is for of the master plan, it just was not presented well.
- Will be going before Council to propose selling Lampman Park. If the park is sold, those funds will go towards Centennial Park master plan. The assessed value is \$1.6-7 million. Board chair MacLean asked if the neighborhood has turned down the opportunity to develop the land. Mr. Pigg said a straw poll was done and 95% of the neighbors said no.
- We have been in budget meetings; our budget is currently sitting with City Administration for their review.
- Aquatic study is moving forward; will be meeting with Dusty to do some fine tuning. Should have it for review in May.

**PUBLIC/BOARD COMMENT:**

Board member Jon Thompson said that he heard the Yellowstone Animal Shelter was looking at for a new place to build a facility and heard talk that they are looking at Wilson Park. Mr. Pigg said there was a presentation on it at the February meeting. He said there is still discussion on this and a lot of hoops that we have to go through with it being a LWCF (Land and Water Conservation Fund) funded.

**NEW BUSINESS:**

**A. Recreation Update-Kory Thomson, Recreation Superintendent:**

- Summer registration began on April 1 with 1/3 of the total annual revenue coming within the first 24 hours.
- Several of the camps are full
- New this year is our automated wait list system
- We have so far hired 20 lifeguards, and still need another 30+ more. We have about 25 camp counselors, need around 40.
- Batting cages will open this weekend, weather permitting.
- The aquatic staff has proposed to do a mural at Rose Pool on the north side of the mechanical building inside the pool area. They are looking to do angels wings. Possible one set for adults and the other set for kids.

Board member Jami Clark suggested doing butterfly wings possibly for the kid's design.

***Chairman MacLean asked for action on the mural proposal. Board member Jon Thompson made a motion to accept the proposed concept as presented by Kory Thomson. Board member Jami Clark seconded. On a voice vote, all were in favor and the motion passed.***

Board member Thompson asked how much the participation in Little League dropped over the last few years. Mr. Pigg said we do not have those numbers.

**B. Parks Update-Cole McQuillan, Parks Superintendent:**

- Working on getting the water turned on to our restrooms
- Ramping up seasonal hires, currently we have 30 seasonals from last year coming back this year.
- We have the Tree IRA grant back; this is a million-dollar grant
- Arborist position; we have 3 good candidates we interviewed, just waiting on references.
- Will start weekend staff in two weeks
- Staff is getting irrigation lines, wading pools, and spray grounds ready for the season
- Met with the Billings Mustangs; scheduled to do some maintenance on the field turf next week

**C. Project Updates-John Gayvert and Brad Wright, Project Managers:**

- North Park dog park is on hold due to discrepancy with concrete contractor
- Dehler Park; directional paint markings and handicap symbols on the concrete are completed. Anti slip for the steps should be done next week if all the supplies come in. Ordered all the protective padding
- Optimist Park lighting is completed
- Lillis Arnold Drain project and Big Ditch Trail project will start next month; these are both grant funded
- Castlerock parking lot and restroom pre-bid on April 2<sup>nd</sup> with the bid closing on April 16<sup>th</sup>
- Bids for Grandview Park automated irrigation and Pioneer Park tennis courts replacement were awarded to Good Earth Works
- North Park playground is installed, finishing up the fall protection
- North Park restroom is installed, just need to turn on the water and test plumbing
- North Park shelter should be done around the 20<sup>th</sup> of April
- K2 Civil has started demolition at Poly Vista for playground

Ms. Moat said we were recently awarded \$50,000 in grant money to finish the new trail in Rose Park. This trail will connect Rose Park School with Rose Park.

The other grant we were awarded was \$100,000 match for the Stagecoach Trail.

**D. Outreach Coordinator Report-Jake Milliron, Community Outreach Coordinator:**

- Arbor Day is planned for May 9<sup>th</sup> at Riverfront
- Had the Rec2U out at Castlerock Park for the Eclipse Day event. Had about 200 people come out.
- Planning for the Montana Trails Recreation Parks Association (MTRPA) conference that will be held at the end of the month. We are hosting this year.
- The National Civilian Conservation Core group will be at next month's board meeting. Several of the projects they are assisting with; Buckthorne removal

at Riverfront, Community Garden projects and trails. Tam Rodier from Planning will also be having them work on xeriscaping low-income housing. They will be here in Billings for eight weeks.

**E. Public Art Process Proposal-Elyse Moat, Active Transportation Planner:**

Active Transportation Planner Elyse Monat and Amy Queen from Healthy by Design presented the draft copy of City of Billings Public Art Proposal application and guide. This draft will be presented to other department heads before going before City Council for approval.

Ms. Monat asked the parks board for their input on the public art process.

Chairman MacLean asked if this process was just for outside groups or individuals or for example would it include city officials who would want to put a piece of art outside the new city hall. Ms. Monat said yes it would include all but there are exceptions such as the library that changes out their indoor artwork.

Board member Clark commented that if it is public art being put in a park, it should be brought to the park board.

Board member Thomson asked why this process did not go before council. Ms. Monat said council would be waying in on the policy. Ms. Queen said the Public Arts Committee would report out to City Council about twice a year.

Several board members commented they were happy with the process.

Ms. Monat explained the suggested Public Art Committee will be made up of artist at large, someone from the economic field, arts organization representative, indigenous economic development or tourism organization representative, engineer architect, landscape architect, and then two general public representatives.

Board member Maia Dickerson asked if the committee would be ad-hoc or meet fairly regularly. Ms. Queen said potentially monthly but will be based on demand.

Board member Thompson asked if the the Public Art Committee would be the final say on whether a piece/items is approved. His concern was if a piece was approved by the committee to be placed on parkland, but the department did not approve, what would happen. Ms. Monat said it would depend on what the concern is.

Mr. Thompson said if the department head does not sign off on it, then it should not go any further. Chairman MacLean suggested that after the department head reviewed and approved the application, it would go before the parks board for review prior to the public arts committee.

**F. Youth Volunteer Corp.- Jake Milliron, Community Outreach Coordinator:**

Mr. Milliron said we have been accepted as an affiliate of the Youth Volunteer Corporation. This will help us in getting off the ground a Youth Advisory Parks Board. Hopefully, this fall we will have identified some high schoolers willing to part of the committee.

**G. Parks Board Discussion:**

Noted an upcoming event for the board to attend.

**AJOURNMENT** – Meeting adjourned at 12:00 PM

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