



PRC PARK BOARD MEETING MINUTES

RECORDED BY: Melonie Trang, Administrative Support II

MEETING PURPOSE: Monthly Meeting

MEETING DATE: March 13, 2024

LOCATION: Parks and Recreation Office - Conference Room

ATTENDEES:

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

PRPL Staff Members: Mike Pigg, Director; Cole McQuillan, Parks Superintendent; Kory Thomson, Recreation Superintendent; John Gayvert, Parks Project Manager; Brad Wright, Parks Project Manager; Steve McConnell, City Forester; Jake Milliron, Community Outreach & Engagement Coordinator; Recreation Specialists Dan McKinney, Chris Martin, Austin Bolin

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

MEETING CALLED TO ORDER:

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

INTRODUCTIONS:

Public attendees: Jon Kohn, Steve Shandera
Hispanic Heritage Club members and their families

ADDITIONS TO THE AGENDA:

None

APPROVAL OF MINUTES: Chairman MacLean requested action on the January 10, 2024 minutes. *Board member Jami Clark made a motion to approve the December minutes. Board member Laura Drager seconded. On a voice vote, all were in favor.*
(no minutes were recorded for February; no quorum)

DIRECTORS REPORT: Director Mike Pigg recognized Recreation Specialists Dan McKinney, Austin Bolin and Chris Martin. He talked about their hard work with the spring/summer/fall activity guide and getting ready for the summer season. He also recognized their intern Riley Gilsdorf

Updates:

- The IRA Forestry Grant did get through City Council; off getting signatures
- The Annafeld and Little League MUO's were passed by City Council
- Council retreat is this weekend, there will be a two-hour block to discuss Parks and Recreation

PUBLIC/BOARD COMMENT:

No public comment

NEW BUSINESS:

A. Recreation Update-Kory Thomson, Recreation Superintendent:

- Spring/Summer/Fall 2024 activities guide went out in the March Simply Local magazine, staff delivered copies to local elementary schools and nearly 10,000 copies were mailed out to loyal customers
- Working on registration updates on the website and app
- Staff is getting seasonal temporary staff hired; we hire over 200 seasonals during the summer
- We hire 3-4 interns to help our Recreation staff
- Looking at startup with facilities; batting cages and pools

B. Parks Update-Cole McQuillan, Parks Superintendent:

- Staff is doing startup, turning on water, checking pumps
- Full time staff has been doing some last-minute training; pesticide and playground safety training and certification
- Arborist position closed last Friday, scheduling interviews now
- We will be bringing in our returning seasonals for a meeting at the end of the month
- Staff will be burning ditches
- We have attached bumper stickers to our city park vehicles advertising for seasonal help

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

- Documents for Castle Rock parking lot and restroom are scheduled to be complete by March 13th. Should go out for bid on the 22nd.
- Advertising for bid on the Grandview irrigation project went out on February 22nd, they will be opened on March 19th
- Building permit for the North Park adult exercise equipment and shelter
- Contractor has begun construction of the North Park playground
- Held the pre bid meeting on March 5th for the Pioneer Park tennis courts;

bids will close on March 19th

- Construction should start tentatively on March 25 on the Poly Vista inclusive playground and parking lot
- The replacement of the Rose Park pool spray equipment has been delayed until this fall
- Expecting to start work on the North Park dog park in the next week
- Working on the bid package for the protective net system at Dehler Park
- Moving forward on the design from Border States Electric for the Optimist Park lighting; waiting for design costs

D. Hoodies for Heroes MOU-Director Mike Pigg:

Mr. Pigg presented the MOU for the Hoodies for Heroes project. Purpose of the MOU is to establish the terms and conditions under which the HOH can access and utilize portions of Dehler Park for the construction and maintenance of a memorial marker to remember those who sacrificed their lives since the Vietnam War, including Gulf Campaigns and future peace keeping missions.

Board Chair MacLean requested action on the MOU. Board member Melissa Henderson made a motion to approve the MOU. Board member Chuck Platt seconded. On a voice vote, all were in favor and the motion passed.

E. Billings Schools Hispanic Heritage Club-Community Outreach Coordinator Jake Milliron:

Billings Schools Hispanic Club presented a mural project for the South Park shop. The mural would comprise of the Lady of Guadalupe along with designs from the Hispanic culture, roses, flags, monarch butterflies, cactus and elements of the Southside. Several Hispanic community members came to express their support in the mural saying it represents part of the Southside community, culture and heritage.

Board Chairman MacLean asked for a motion on the Billings Schools Hispanic Club mural on the South Park shop. Board member Laura Drager made a motion to approve the project as discussed and presented. Board member Chuck Platt seconded. On a voice vote, all were in favor and the motion passed.

F. Recreation Programs Update-Recreation Specialists Chris Martin, Dan McKinney, Austin Bolin:

The Recreation Specialist team presented an overview of the Recreation division/team along with the programs offered currently and in the future. Recreation Specialist Chris Martin said the programs we provide range from children to adults. He said each year the recreation staff hire and manage over 200 seasonal employees. The Recreation staff help manage the department's website, registration software and app. They publish marketing materials, work with School District 2 on scheduling for recreation programs, manage field rentals, oversee aquatic operations, manage the batting cage, and many more things.

The recurring recreation programs offered are; adaptive recreation (Miracle League), aquatics, fly fish, cycling, youth sports camps, golf, football, tennis, special interest camps, soccer, sand volleyball, table tennis, sunset yoga, and martial arts are just a

few.

New recreation programs this year; Love Serving Autism, free swim lessons at South, adaptive therapeutic swim at Rose on Fridays, Toddler Talk, Junior Lifeguard, Parent/child learn to cook

Expanding programs; Rec2U, Learn to Fly Fish, Martial Arts

Would like to expand our programs to include E-sports, do Rec2U year-round, enrichment programs for after school, more specialty programs and a junior park board.

We CPR certify and train all lifeguards and camp counselors.

Recreation staff is proposing to offer more unique and diverse programs, expand our reach to more demographics, be a voice and use our knowledge and resources in the public safety conversation, create outside partnerships with businesses and organizations.

The recreation programs update presentation will go before City Council on April 1st.

Board member Henderson asked if the Recreation Division partner or ever think of partnering with schools outside of School District 2. Mr. Thomson said yes, such as the homeschoolers and county schools.

Board member Drager asked what kind of training the full-time staff receives. Mr. Thomson said staff have CPR First Aid training and over the course of their career they also receive training at the National Recreation and Parks Association conference. Mr. McKinney mentioned they will be doing inclusion training with seasonal staff on June 2nd.

Public comment: Can this information be presented to the city tasks force. Mr. Martin said yes.

G. Budget-Director Mike Pigg:

Mr. Pigg said the department budget has been submitted. Mr. Pigg highlighted the following items from the budget: asking for money to redo the comprehensive plan, asking for money to purchase tracking software, asking for a second Parks Supervisor, second Equipment Operator to help on weekends, cost of living adjustments, Administrative Support person at the cemetery, extended summer season funding for staff and programming, funding for new and expanded activities targeting teenagers, seniors and children.

Five-year plan will include; rebuilding South pool building, adding 3 more park staff, 1/5 of 560,000 in additional funding every year over the five years for services in parks, and proposing to go out for a mill levy.

Board member Dickerson wanted to know how much money the department is asking above or beyond the normal ask. Mr. Pigg said he was not sure, but it was thought around a million.

Board member Drager asked if comp and benefits were included in the amounts for the full-time employees. Mr. Pigg said yes

H. Tunnel Art Project - Director Mike Pigg:

A Rocky Vista College student made a request to staff to do a mural at the Skyline

tunnel. The design would be of runners.

Chairman MacLean presented two additional art project murals to add for discussion and approval. The first would be at the Zimmerman Tunnel and the second at the North Park Center. Presented design ideas was of a cyclist for the Zimmerman tunnel and an Indigenous theme on the North Park building.

Chairman MacLean requested a motion on all three proposed murals. Board member Laura Drager made a motion to approve all three projects as presented. Board member Chuck Platt seconded. After further discussion by the board on the cultural mural for North Park, the motion was amended to include that any cultural significant items be brought back to the board before moving forward and to get the cultural community involved on the design. It was also suggested to come back to the board with the final cultural design. On a voice vote, all were in favor and the motion passed.

I. Parks Board Discussion:

AJOURNMENT – Meeting adjourned at 12:58 PM

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