



## **PRC PARK BOARD MEETING MINUTES**

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

**MEETING PURPOSE:** Monthly Meeting

**MEETING DATE:** August 14, 2024

**LOCATION:** Optimist Park-Shelter

**ATTENDEES:**

**PRC Board Members:** Jon Thompson, Thom MacLean, Maia Dickerson, Chuck Platt, Jami Clark, Melissa Henderson, Mark Sulser, Jim Rott, Chuck Platt

**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 11:00 AM

**PUBLIC ATTENDEE:**

Emerson Eckhardt, Kris Glenn

**ADDITIONS TO THE AGENDA:**

Added Eagle Scout Project/Coulson Park to agenda

**APPROVAL OF MINUTES:** *Chairman MacLean asked for approval of the June 12, 2024, meeting minutes. Board member Maia Dickerson made a motion to approve. Board member Jon Thompson seconded the motion. On a voice vote, all were in favor and the motion passed.*

**DIRECTORS REPORT:** Director Mike Pigg recognized Parks Superintendent Cole McQuillan. He has been with the city for fourteen years. Mr. McQuillan worked his way up in the department; from equipment operator to senior equipment operator, Parks Supervisor and now the Parks

Superintendent. Mr. Pigg said is very valuable to the department.

Updates:

- Forestry Grant job position (project manager/outreach coordinator) has closed. We have received six applications. Hopefully will do interviews next week.
- We have made some changes to the City Forester job description. It will be posted as soon as the description has been updated in the NeoGov software system.

**PUBLIC/BOARD COMMENT:**

None

**NEW BUSINESS:**

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

- Due to the change in the School District 2 calendar, we still have two weeks left of summer programs. During those last two weeks we have included a few specialty camps; Kids in the Kitchen, Cartoon Design, Keyboard Camp and Pickleball Camp
- Wrapped up last week Aquatics and swim lessons
- Fall sports start this coming Friday;
- Most of our college age staff have left for school
- South pool will close on Sunday August 25; we will try and keep Rose pool open through the last week in August. Pool hours for Rose will change that last week to Noon-5pm.
- September 8 will be Dog Days of Summer from noon-3 pm. Cost is \$4 for dogs, free for humans
- Staff is working on fall programming; Flag Football
- Fall signups have started for Adult Volleyball and Adult Soccer
- The Senior & Community Center has been experiencing problems with homeless people acting up, using foul language and staying all day on the computers. Working with our Parks Police officer Nate Schara to make some changes and setup some new rules.

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

- Staff over the last several weeks have been working on several irrigation issues; had over 20 break repairs in the Harvest/Olympic subdivisions. Cost for each repair is around twelve to fourteen hundred dollars and this number does not include labor costs.
- Winding down on soundstage rentals
- Starting to lose our college age staff as they head back to school
- Hired Senior Equipment Operator Kenny Mikkelson from the Cemetery to replace retired Parks employee Don Pulver. We are advertising for Kenny's position right now
- Staff are continuing to clean up after the last storm that came through last week.

Several of our parks are being used as drop off sites for debris left from the storm.

A question was asked if the department continues its record keeping of the trees in city parks since the City Forester has retired. Mr. McQuillan said yes, our Arborist is still keeping record.

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

- Castlerock parking lot paving and striping is completed
- Waiting on a response from the Building Department regarding the Coulson Park floodplain permit
- Pioneer Park south courts will be poured on August 13 and the north courts August 15
- Grading work is being done in the Poly Vista playground area
- Drinking fountains have been installed at the North Park dog park. Park bench will be installed August 14
- Start work on the Castlerock restroom in mid-September
- Dehler Park spring improvements are complete
- Preparing to go out to bid on the Optimist Park lighting
- Shade structure has been ordered for High Sierra Dog Park; should arrive sometime in September
- Contacted the contractors for estimates on the additional sidewalk install at Centennial Park
- Waiting on the official contract from the consultant on the Dehler Park protective netting
- Disc golf course at North Park is complete.
- Contractors have been selected for the wall demo and lighting install at North Park
- Checking on pricing for the shade structure at Lillis Park

**D. Semi-Annual Report Presentation-Mike Pigg:**

Director Mike Pigg passed out to the board the short version of the Semi-Annual Report in pamphlet form to the board for review. The complete/long version report is available on the Parks & Recreation website.

**E. Youth Volunteer Corps (YVC) Program Presentation-Jake Milliron:**

Community Outreach & Engagement Coordinator Jake Milliron presented the Youth Volunteer Corps program or YVC. The program will recruit youth in our community ages 11-18 (middle & high school students) to “engage youth in team-based service experiences that build life and work skills while inspiring a lifetime of ethic service.” This program was formally affiliated with United Way of Yellowstone County before transferring affiliation to the Parks and Recreation Department. Students will learn to identify strengths for current programs such as Miracle League, Love Serving Autism, Rec2U, Refresh the Rims and Arbor Day. This new program will be led by Jake Milliron

and our Recreation Specialists. Plans are to expand leadership opportunities to; VISTA member application, summer internships, community wide opportunities with Code Enforcement, Library, Police YVAS, a Youth Advisory Board and Parks Board partnerships. They will focus on compassionate communities, healthy lifestyles, arts & culture, education and STEM.

**F. Eagle Scout Troop 23 Project at Coulson Park - Emerson Eckhardt:**

Emerson Eckhardt along with 10 other volunteers including members of Eagle Scout Troop 23 spent two full days mowing down grass, pulling weeds and cleaning up garbage along the sidewalk from first parking lot to the second parking lot at Coulson Park. Ms. Eckhardt and her volunteers did a great job. The Parks Board and staff expressed their appreciation to Ms. Eckhardt for all her hard work.

**G. Parks Board Discussion:**

Board member Jamie Clark asked for a follow-up on the sale of Lampman Park property. Mr. Pigg said he has met with a group to discuss opportunities for the park but said that was as far as it went. He said he believes there are groups still looking at that park. Assistant City Administrator Kevin Iffland said City Councils perspective is to make sure the neighborhood does not want to develop it into a park and resolve that issue before moving forward.

Board member Thompson asked what the next steps were following the presentation at City Council on the three concepts for South Park pool. Mr. Pigg said there was no vote taken on that presentation. He said there is a group on council that is moving forward on trying to push through a review of South Park Pool. The biggest problem facing the department/city is funding. Mr. Pigg said once we can figure out the funding issues, then we can move forward on the design aspect. He said the concepts were great because they gave us an idea of what could be done.

**AJOURNMENT** – Chairman MacLean adjourned the meeting at 12:26 pm.

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

