



**PRC PARK BOARD MEETING MINUTES**

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

**MEETING PURPOSE:** Monthly Meeting

**MEETING DATE:** September 11, 2024

**LOCATION:** Billings Parks & Recreation Office

**ATTENDEES:**

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

**PRPL Staff Members:** Mike Pigg, Director; Cole McQuillan, Parks Superintendent; Dan McKinney, Recreation Specialist; John Gayvert, Parks Project Manager; Brad Wright, Parks Project Manager; Brandon Schmidt, Cemetery Supervisor; Jake Milliron, Community Outreach & Engagement Coordinator; Kaylie Beeman, Recreation and Wellness Support

**City Staff Members:** 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:**

Kris Glenn, Yellowstone Valley Citizens Council

**ADDITIONS TO THE AGENDA:**

PAR3 Agreement was added to the agenda.

**APPROVAL OF MINUTES:** *Chairman MacLean asked for approval of the August 14, 2024, meeting minutes. Board member Jami Clark made a motion to approve. Board member Maia Dickerson seconded the motion. On a voice vote, all were in favor and the motion passed.*

**DIRECTORS REPORT:** Director Mike Pigg recognized Recreation and Wellness Support Kaylie Beeman. Mr. Pigg said Kaylie is a great representative of the face of the Community/Senior Center. She is very knowledgeable of the activities and programs being offered.

Updates:

- We had to go back on for the Forestry Grant job position (project manager/outreach coordinator). We had two good applicants but both back out.
- Activity at the Senior Center has gone up. We continue to have issues with transients, but staff will continue to keep an eye on the situation.
- Staff will be presenting the Parks Failing presentation to the City's senior staff tomorrow. We have come up with a possible solution to our situation and that would be to take dollars out of our CIP (Capital Improvement Projects) such as playground replacements and putting into maintenance dollars.

A question was asked as to how many playgrounds still need to be replaced. Mr. Pigg said we do not have a number right now. If we have funds to replace a playground, we will but if not then we will pull out that failing playground.

**PUBLIC/BOARD COMMENT:**

None

**NEW BUSINESS:**

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

- Due to the change in the School District 2 calendar, we had two extra weeks of summer programs. We offered specialty camps; Kids in the Kitchen, Cartoon Design, Keyboard Camp and Pickleball Camp
- We had four really good interns helping us this summer
- We saw on average 148 kids/adults per week attend our Rec2U program
- We started flag football this week with 194 participants. This is over 35 from last year
- Adult Piano, Martial Arts and Loving Autism started this week
- Youth indoor tennis, adult pickleball, adult volleyball will be starting soon
- We have 25 youth/8 adults participating in Miracle League
- On the senior side we started Bob Ross painting and Cardio Line dancing
- Staff is working on our Winter Brochure
- Girls' basketball starts in October

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

- New Cemetery employee will start this next Monday. They will be replacing the senior staff member who moved over to our parks division. We are starting to wind down on our seasonal staff; a lot of our college kids have gone back to school
- School sports has started so our fields are busy
- Staff will start winterizing parks end of September
- We were able to keep the spray grounds open two weeks after Labor Day due to the nice weather

- Forester position closes this week; review applications and schedule interviews
- Our Arborist along with seasonal staff are still cleaning up after the August storm; approximately 60 trees were blown down in our parks
- The Billings Public Library has donated a second “Story Trail” of 20-30 reader boards to be installed next week at Castlerock Park. The stories will be changed out periodically.

Board member Dickerson asked if the ballfield at Pioneer Park was removed. Mr. McQuillan said yes, it was removed last winter. Mr. Pigg said there are plans to install a basketball court in that location.

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

- Sails for Skypoint will be installed starting September 15
- North Park lighting will be installed starting next week. The walls on the back of the center will be demolished sometime in October.
- Currently, in the design phase for the Dehler Park netting
- North Park dog park is complete
- Dehler Park spring improvements are done
- We are planning to install another thirteen hundred linear feet to the sidewalk at Centennial Park
- Waiting on estimates for the Dehler Park infield sod project and waiting on additional estimates on the irrigation repairs
- High Sierra dog park shade structure is expected delivery on Monday September 16
- Preparing to go out to bid on the Optimist Park lighting
- Contract on the Castlerock bathroom is with legal. Hope to start the project sometime in mid-September
- Fence has been installed at the Pioneer Park tennis courts, resurfacing will begin September 16
- Gorham automated irrigation and testing has been completed
- Castlerock parking lot is completed

Board member Clark asked for the boards input on the location of the new shade structure for the High Sierra Dog Park. The Dog Park Committee has suggested to put it in the large dog park area. Ms. Clark asked the board if they would prefer it in the small dog area or large area. A question was asked if it would be possible to place it along the fence in the large dog area that separates both sides giving shade to both areas. In response to that comment, a board member expressed concern that the shade structure has about 3-4 benches underneath and it could cause issues of larger dogs jumping the fence into the small dog area. Mr. Pigg said it would also cause loss of usable space under the structure.

Mr. Thompson said yes to the large dog area since that area is used more. He suggested maybe install a smaller shade structure in the small dog area in the future when funds become available.

Chairman MacLean asked Mr. Pigg what the staffs' thoughts were on the departments preferred area. Mr. Pigg said the large dog area.

Board member Thompson asked Ms. Clark if she would like a board vote on the location. Ms. Clark said yes, she would prefer that.

Board member **Laura Drager made a motion to recommend we install the shade structure at High Sierra Park in the large dog area. Board member Jon Thompson seconded the motion. On a voice vote, all were in favor and the motion passed.**

**D. Saluting Branches-Brandon Schmidt:**

Cemetery Supervisor Brandon Schmidt informed the board on next Wednesdays "Saluting Branches" event to be held at Mountview Cemetery. Approximately 45 volunteers are expected to attend. Plans are to do five tree removals, nine tree plantings, landscaping and Veteran Headstone replacement. The event will start at 7:30am. CM Tree Service sponsoring the event.

Mr. Schmidt announced the second annual 2k/5k "Patriot Run" that will be held on Sunday November 10 at Mountview Cemetery. Proceeds from the run will be to support Veteran burial services and maintenance.

**E. Refresh the Rims-Jake Milliron:**

Community Outreach & Engagement Coordinator Jake Milliron said "Refresh the Rims" will take place on October 5. Volunteers will be doing cleanup along the rims. As of right now the Skyline Trail has not been added to the cleanup.

**F. PAR3 Agreement-Mike Pigg:**

Director Mike Pigg presented the PAR3 agreement. He said it is basically the same agreement other than a signature change. Chairman MacLean requested for a motion on the agreement. **Board member Laura Drager made a motion to approve the PAR3 Golf Course Agreement. Board member Jami Clark seconded. On a voice vote, all were in favor and the motion passed.**

**G. Amend Park Recreation Center "Campus" Update-Mike Pigg:**

The RFP for the Amend Park Recreation Center has gone out. Funding for the center is coming from South Billings Urban Renewal Association "SUBRA". They are providing twenty million for the project. City Council has approved this project. We should be going before Council with a 30% design review and Pro Forma in the near future. Chairman MacLean what the twenty million will get us. Mr. Pigg said it should pay for the infrastructure and building. There will be room for expansion including other site pads.

**H. Parks Board Discussion:**

Board member Chuck Platt asked staff as to when the closed section of Swords Park would be opened. Mr. Pigg said soon.

**AJOURNMENT** – Chairman MacLean adjourned the meeting at 12:15 pm.

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