



## **PRC PARK BOARD MEETING MINUTES**

**WRITTEN BY:** Melonie Trang, Administrative Support

**MEETING PURPOSE:** Monthly Park Board meeting

**MEETING DATE:** August 12, 2025

**LOCATION:** South Park, Gazebo

### **ATTENDEES:**

**PRC Board Members:** Thom MacLean, Genia Castro Waller, Jami Clark, Jon Thompson, Jim Rott, Maia Dickerson

**PRPL Staff Members:** Gavin Woltjer, Interim-Director; Cole McQuillan, Parks Superintendent; Kory Thomson, Recreation Superintendent; Nick Miller, City Forester; Jake Milliron, Community Outreach & Engagement Coordinator

**City Staff Members:** Kevin Iffland, Assistant City Administrator; Elyse Monat, Transportation Planner; Mike Hayes, Multi-Modal Transportation Planner

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**MEETING CALLED TO ORDER:** 11: 00 am

**PUBLIC ATTENDEES:** Mike Mayott, Terri Stapleton

**ADDITIONS TO THE AGENDA:** None

**APPROVAL OF MINUTES:** Chairman MacLean asked for a motion to approve the June 11, 2025, meeting minutes. ***Board member Genia Castro Waller made a motion to approve. Board member Jim Rott seconded. On a voice vote, all were in favor and the motion passed.***

### **INTERIM-DIRECTORS REPORT:**

- First shipment of the pre-engineered metal building arrived on Monday at Amend. The second shipment will arrive sometime next week. Anticipate going vertical first week in September. As mentioned at last meeting, we will start doing tours out at the site on the third or fourth Friday of the month.

- Board is invited to the grand opening of Landon's Inclusive Playground at Poly Vista on August 23 at 11 AM.

**PUBLIC/BOARD COMMENT:**

- Mike Mayott introduced Terri Stapleton. She will be taking over Mr. Mayott duties once he steps down from being Executive Director of the Amend Park Development Council (APDC). She is currently the APDC's General Manager.

**NEW BUSINESS:**

**A. Parks Update - Parks Superintendent Cole McQuillan:**

- Did interviews for the three open positions in our Cemetery and Parks divisions. It was decided to move one of our full-time employees at the Cemetery over to Parks and hire a seasonal full time for the Cemetery. We offered the third open position to an individual, but they declined due to taking another job.  
Currently, we still have one position open in Parks and have now re-opened up a position in Cemetery to replace our full-time staff member who moved over to Parks.
- School District 2 lunch program wrapped up last week
- Wrapped up several events in parks including Big Sky State Games; gearing up for fall sports and activities in parks
- Seasonal employees will start trickling down

**B. Recreation Update - Recreation Specialist Chris Martin:**

- Have about two weeks left of camps and summer programs
- Starting to lose summer staff
- This Friday will be the last day the wading pools will be open; South will close Sunday August 24<sup>th</sup>; last day to swim at Rose will be August 30<sup>th</sup> and "Dog Days of Summer" at Rose will be on Sunday August 31<sup>st</sup>.
- Flag Football starts after Labor Day
- Miracle League starts at the end of August
- Adult Volleyball is full; started a waiting list

**C. Projects Update – Interim Director Gavin Woltjer:**

- We have seven possible projects that should be completed by the end of August, first part of September; Coulson north/south improvements, Rose Park North Trail lighting, North Park court improvement, Lillis Park senior challenge board signage, Arnold Trail renovation, and Black Otter Trail crack sealing
- Castlerock replacement sinks have arrived and will be installed

**D. Volunteer Update – Community Outreach & Engagement Coor. Jake Milliron:**

- Volunteers have been busy this summer; our Youth Volunteer Core has been helping with the Rec2U program
- Working on getting ready Great American Cleanup Day and Refresh the Rims
- Reviewed Adopt a Park handout highlighting areas that have been adopted by various groups and organizations
- Had a successful Parade of Gardens event
- Over 500lbs of produce was harvested from Amend Garden in July
- Should be ordering the signage for Centennial this week

**E. Forestry Update – City Forester Nick Miller:**

- Parks has a composting program that it has ran the last six years. This year staff was able to use the compost for projects such as adding it to the planting of the Arbor Day tree and Amend Garden
- City's Legal Department has approved everything for "Pondo" the Ponderosa Pine mascot.
- Recently planted fifteen berry shrubs at Pioneer Park along the creek
- Almost all or most of the Poison Hemlock has been removed from Riverfront Park
- Kiwanis Park has been fully pruned; will not need to do a full prune until 5-7 years from now
- Working with the Bureau of Land Management on seed collection
- Staff has been doing tree removal and raising Spruce trees (cutting lower branches)

**F. Parks Board Discussion – Chairman MacLean:**

- Ms. Monat said the Public Art Policy was presented to Council, but they expressed some concerns with parts of the policy. The Public Arts Committee is continuing to review and discuss further the councils' concerns.
- Board member Dickerson said Sale of Parkland committee is getting close to presenting their recommendations.

**Adjournment:** 11:50 AM

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