

# MEETING MINUTES

**RECORDED BY:** Melonie Trang

**MEETING PURPOSE:** PRC Board Meeting

**MEETING DATE  
AND LOCATION:** March 14, 2012  
Community Center



**ATTENDEES:** PRC Board Members:  
Tom Iverson, Margy Bonner, Rachel Cox, Rick DeVore, Mark Wahl, Todd Royal  
PRPL Staff Members:  
Mike Whitaker, Director  
Jon Thompson, Park Superintendent  
Joe Fedin, Recreation Superintendent  
Lee Stadtmiller, Cemetery Manager

---

## I. MEETING CALLED TO ORDER

Chairman Tom Iverson called the meeting to order at 11:35 am.

### A. INTRODUCTIONS

Bruce Larsen from YRPA, Chuck Barthuly from Better Billings Foundation and Nathan Staley from United Way

### B. APPROVAL OF THE MINUTES

*Board member Margy Bonner made a motion to approve the February 8 minutes with corrections. Board member Rachel Cox seconded. On a voice vote, motion passed unanimously. Board member Rick DeVore made a motion to approve the February 23 minutes. Board member Margy Bonner seconded. On a voice vote, motion passed unanimously.*

### C. ADDITIONS TO THE AGENDA

None

## II. DIRECTORS REPORT – Mike Whitaker

No report

## III. PUBLIC/BOARD COMMENT

No public comment

## IV. NEW BUSINESS

### A. Sahara Park Development:

Chuck Barthuly gave an updated report on the pool project in Sahara Park. He estimated the completion of the community center building to be May 15<sup>th</sup> with the first public opening to the facility on June 3<sup>rd</sup>.

Mr. Barthuly informed the board that dirt was accidentally dumped on a one acre section of the park located on Aronson and Caravan by one of the contractors

working on the pool project. (This section was initially an undeveloped natural area of park land.) He asked if the department could do the landscaping and possibly use a portion of the funding from the city wide district assessment to cover costs.

Mr. Whitaker said it would cost around \$60,000 to put in irrigation and turf. He the area will need consistent maintenance, which includes mowing and watering. Staff said there is no regular Park Maintenance District PDM set up in that neighborhood to maintain it so funds would come out of the general fund. Staff expressed the Parks department is being stretched thin and when you add everything together, it takes its toll and reduces maintenance citywide. Staff also expressed that we couldn't use money from the assessment since we do not know how much we will get and we will not receive any of it in until December. Mr. Iverson asked if it is possible in the future to take over this section of park land. Mr. Whitaker said yes. He said the department is completely open with partnering with the Better Billings Foundation to make it happen but it would have to be at a later time.

#### **B. Stewart Park Cell Tower Agreement:**

The board reviewed the newly revised Stewart Park cell tower agreement. Mr. Thompson said the current agreement is up in 2013. He said the current lease holders; Global Towers P. (GTP) has modified the agreement, proposing new terms, new ground rules, new use fees and annual adjustment rate. He said they are proposing to have a 5-5year auto renewal, which is a 25 year lease instead of a 15 year as it is currently, and the ground rental and use fee are based on a certain amount for the rental of the ground and a certain amount for each antenna on the tower. GTP has also agreed to pay 3% more each year for each antenna over the term of the agreement.

Ms. Cox asked how many cell towers we have in our parks. Mr. Thompson said two; one at Stewart and one at Swords. Ms. Cox asked if the same company owned the other tower and how much they pay us. Mr. Thompson said GTP does not own the other tower and the amount is similar but it wasn't sure.

Mr. Whitaker stated that Legal still has to review the agreement. He said staff and Legal will go over the agreement and negotiate the best possible lease. Mr. Whitaker asked if the board was comfortable with the concept of keeping the cell tower at Stewart Park and adding to it when opportunity arises. Ms. Bonner expressed that she didn't like getting into a 25 year lease. She felt it was too long. She and Rachel thought it should be a 5 year lease.

Mr. DeVore expressed that he did not have a problem with maintaining the cell towers in these two parks.

#### **C. Shiloh Tunnel Mural:**

Nathan Staley from United Way gave a presentation on the proposed mural concepts for the Shiloh tunnel Global Youth Service Day project on April 21. He presented 10 concepts consisting of various recreational activities such as kite flying, boating, and bike riding in addition to concepts on being tobacco free. The board reviewed the concepts and determined the top choices. Mr. Iverson asked for a motion on the approved concepts. ***Board member Rachel Cox made a motion to approve the first five concepts which include; "Have fun in the Sun",***

*“Climb a Mountain”, “Fly a Kite”, “Run Roll Ride” (the word Play was changed to Ride and a wheel behind the foot and no cleats), “Explore a River”, and the following three concepts; PRPL logo, “Breath Healthy Live Happy”, and “Keep Billings Beautiful”. Board member Rick DeVore seconded. On a voice vote, all were in favor and the motion passed.*

The murals will be done by local Jr. High and High School students with adult assistance/supervision.

**D. Swords Park Trail:**

Bruce Larsen from the YRPA gave a presentation on doing a single track mountain bike trail at Swords Park. He was there to get the board and staffs approval to begin the project.

Mr. Whitaker brought up that anytime we deviate from a master plan, we have to do a master plan update, which includes letting the public know of the changes and getting the approval of City Council. Mr. Whitaker said that even though his bike trail is somewhat exists already we still need a master plan update since it was not included in the original master plan. The board expressed that they like the idea of the trail but requested for Mr. Larsen to have the Swords Park master plan revised to include the bike trail and bring it back for their approval before implementing the project.

**E. Pirtz Field ADA Access Improvements:**

Mr. Thompson reported that Legion baseball is putting in a 5 foot ADA handicap sidewalk from the north parking lot into Pirtz field area and two concrete pads under the bleachers. CMG construction is doing the project. The plan for the sidewalk and pads was approved by the department.

**V. UNFINISHED BUSINESS**

**A. Parks and Recreation Funding:**

Mr. Whitaker said that since the presentation to City Council on March 5<sup>th</sup>, he has had several meetings with City Administrator Tina Volek and Finance Director Pat Weber and they would like us to develop a timeline on how we would like to move forward. He said staff will be doing the timeline. He said staff will present the timeline at the April 19 Council work session.

Mr. Whitaker said there was also some discussion on Council doing a tour of our deferred maintenance areas and facilities and there has not been enough support to do that.

**B. Board Sub Committee Update:**

- Sale of Parkland committee: Ms. Bonner reported the committee is looking at top prospects for sale. They are considering non-buildable lots like Shiloh Point acres and Wilson Park.
- PMD committee: Mr. DeVore said they are waiting to create their committee until after the assessment amount is passed.

**VI. ACTION ITEMS**

- Dehler Park Signage: A question was asked Mr. Whitaker at the last regular board meeting, if the Dehler Park maintenance funds could be used for

signage at Dehler. Mr. Whitaker responded that those funds could not be used for that. He said funds would have to come from another source. Mr. Iverson asks how much it would cost to do the signage. Mr. Whitaker said roughly \$8-9,000.

- Ms. Bonner requested a report on the Exxon Mobil oil spill and what they have paid us for any damages to Coulson and Riverfront Park.

## **VII. DIVISION REPORTS**

### **A. Recreation Division-Recreation Superintendent Joe Fedin:**

Recreation Superintendent Joe Fedin printed report was included in the board packet. No additional information was given.

### **B. Park Division-Park Superintendent Jon Thompson:**

Park Superintendent Jon Thompson printed report was handed out at the meeting. No additional information was given.

### **C. Park Planning Division-Park Planner Mark Jarvis:**

Park Planner Mark Jarvis printed report was included in the board packet. No additional information was given.

### **D. Cemetery Division-Cemetery Manager Lee Stadtmiller:**

Cemetery Manager Lee Stadtmiller printed report was included in the board packet. No additional information was given.

## **I. ADJOURNMENT**

12:55 pm