

# MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE  
AND LOCATION: February 13, 2013  
Community Center



ATTENDEES: PRC Board Members:

Rick DeVore, Darwin George, Mark Wahl, Margy Bonner,  
Catherine Grott, Alan King

PRPL Staff Members:

Mike Whitaker, Director  
Jon Thompson, Park Superintendent  
Mark Jarvis, Park Planner  
Joe Fedin, Recreation Superintendent  
Mike Pigg, Park Supervisor

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## A. MEETING CALLED TO ORDER

Chairman Rick DeVore called the meeting to order at 11:30 am.

## A. INTRODUCTIONS

Jim Ronquillo, City Council Member

Mike Pigg was introduced as the new Park Supervisor. He started on February 7<sup>th</sup>.  
Mike is resident of Billings. He has degree in Horticulture from Montana State.

Public attendees introduced were Lew Kosich and Jim Berg.

## B. APPROVAL OF THE MINUTES

*No minutes were presented.*

## C. ADDITIONS TO THE AGENDA

None

## B. DIRECTORS REPORT – Mike Whitaker

## C. PUBLIC COMMENT

Lew Kosich, Tennis coach for MSU-Billings commented on the deterioration of the Parks tennis courts. He would like to see repairs and replacement done to our courts so they can be usable again. He said it was told to him that 11 of our courts are considered unusable.

Mr. Whitaker said we are looking at repairing Castle Rock and Pioneer's tennis courts this year.

Public representative Jim Berg commented that he did not support the process of creating the Park District 1. He said he did accept the fact that the department has nine million in deferred maintenance that needs to be addressed. He wants to see the Park District 1 have a sunset date.

Mr. Whitaker said Council will look at the funds for the Park District 1 every year to see if it goes up or down.

#### **D. UNFINISHED BUSINESS**

##### **A. City-wide Park District Projects:**

Mr. Whitaker said we have received the first half of our funding in December. We were unable to do anything prior to that because there was no money in the bank.

Mr. Whitaker said City Council has approved the 2 new slides for Rose Pool. He said the department will be asking Council to borrow additional funding to purchase a speed slide at the upcoming February 25 Council meeting. Cost for that slide is \$87,000. We are asking to borrow \$27,000. Plans are to pay back the loan within three years.

He said to help cut down on costs, park staff is taking down the old slides. Mr. Whitaker said plans are to have the slides in place in time for the opening of the season. He said High Tech Construction has been chosen to do the project.

Mr. Whitaker said we just hired A&E Architects to go through each of our nine restrooms projects to determine what needs to be done to bring them up to current standards. They will be working on that project the next couple of months.

Mr. Whitaker said we have begun discussing the RFP for the upgrade of playground fall protection at 36 sites.

Mr. Whitaker said we have begun advertising for the Volunteer Coordinator position.

We will be bringing on seasonals early this year so we can open the restrooms earlier. He said Jon has already brought on an Arborist who is already out working in the parks.

He said we will be advertising for another maintenance position here in the near future.

Mr. Whitaker said we will be hitting our largest parks first this spring for weed management.

He said we hope to have 75 new picnic tables in the parks this May.

##### **B. Centennial Park Lease:**

Mr. Whitaker said City Administrator Tina Volek will be discussing the Centennial lease with City Council on March 4<sup>th</sup>. She will be contacting the hockey association to let them know about the meeting.

Ms. Bonner asked if the board could make a recommendation to council on the lease. Mr. Whitaker said yes.

*Board member Margy Bonner made a motion that as a board we request that the Council recognize the breach of the lease and therefore declare that it was not renewed and that the land now is available to the Parks division use. Board member Darwin George seconded. On a voice vote, all were in favor and the motion passed.*

## **E. NEW BUSINESS**

### **A. Swords Park Restroom:**

Ms. Bonner said there is enough money together through a combination from BikeNet, Heart and Sole Run, Yellowstone RimRunners, Recreational Trails Foundation, Billings Parks Foundation, MDU Foundation, and possibly some additional funds from Rotary to put in a two stall vault toilet restroom at Swords. She said there is also enough money raised to put in a hand-pump water cistern for people to get water and a kiosk that would recognize the donors. Plans are to have restroom open by June 1<sup>st</sup>. Total raised/promised is around \$60,000.

Council member Jim Ronquillo requested for Margy and some of the donors be recognized at a future council meeting for the work and effort put in to this project.

## **F. ACTION ITEMS**

- A request was made at the October 2012 meeting to have Chuck Barthuly from the Better Billings Foundation give an update on the Oasis water park.

## **G. DIVISION REPORTS**

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

Recreation Superintendent Joe Fedin written report was handed out at the meeting.

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

Park Superintendent Jon Thompson gave an oral report. Following information was given:

- **Park Maintenance Equipment/Operator Position:** We will be advertising this position in the next couple of weeks. The person in this position will work in the parks during the summer months and then work with the Arborist as an Arborist Technician to help trim trees during the winter months.
- **Equipment Maintenance:** Staff has been going through all vehicles, trucks, tractors, large and small mowers, weed eaters, leaf blowers and other maintenance equipment replacing worn parts, repairing broken items, readjusting settings, cleaning, etc. in preparation for this spring.

- **South Park Gazebo Picnic Tables:** We have decided due to certain circumstances to have the picnic tables at the South Park Gazebo available only during rentals and special events. Rest of the time the tables will be stored at our east shop.
- In addition, this past week the gazebo had its first hit with graffiti. Staff has gone in and removed all of it.
- **Park Maintenance:** Staff is working on putting in a new system for the water intake at Castlerock Pond. They are also working on pump at Veterans.
- **FY14 Budget:** We have started working on the FY14 budget.
- **Playground Equipment Repairs:** Maintenance staff is continuing to do repairs and maintenance at our playgrounds in the Park System. They have replaced swings, kiddy swings, and brackets. They have also done repairs on three of our plastic slides. These slides last about ten years.

We should be getting a start on the playground fall protection this spring. It will be an ongoing throughout this summer.

The slide at Pioneer Park was removed due to safety issues. It was about fifty years old.

- **Weed Management:** Will be starting the weed management program this spring using the funds from the City-wide Park District.

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

Park Planner Mark Jarvis printed report was included in the board packet.

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

Cemetery Manager Lee Stadtmiller printed report was included in the board packet.

**I. ADJOURNMENT**

1:00 pm