

# MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE  
AND LOCATION: March 13, 2013  
Community Center



ATTENDEES: PRC Board Members:

Rick DeVore, Rachel Cox, Mark Wahl, Margy Bonner, Alan King, Dayton Rush

PRPL Staff Members:

Mike Whitaker, Director  
Jon Thompson, Park Superintendent  
Mark Jarvis, Park Planner

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## A. MEETING CALLED TO ORDER

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

## A. INTRODUCTIONS

Patricia Eastman

## B. APPROVAL OF THE MINUTES

*Board member Rachel Cox approved the January 9, 2013 minutes. Board member Mark Wahl seconded. On a voice vote, all were in favor and the motion passed.*

## C. ADDITIONS TO THE AGENDA

Concerts at Dehler and Recognition of Donors were added to the agenda.

## B. DIRECTORS REPORT – Mike Whitaker

Mr. Whitaker said there are plans to have a grand opening for the South Park Gazebo that was completed last fall. Mark Jarvis is working with the Southside Task force on a date for the grand opening.

## C. PUBLIC/BOARD COMMENT

Billings resident Patricia Eastman expressed her concerns for the parks tennis courts that are deteriorating. She would like to see repairs or replacement done to these courts. Mr. Whitaker and Park Superintendent Jon Thompson both discussed the departments plans to do repairs and some replacements with the Park District 1 funding in FY14.

## D. UNFINISHED BUSINESS

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

Mr. Whitaker said we have gone before City Council to request borrowing \$27,000 of the \$87,000 needed for the speed slide at Rose. City Council has decided to give us the whole \$87,000.

Mr. Whitaker said we will be interviewing six people for the Volunteer Coordinator position. He said we had 60 people apply for that position.

Mark Jarvis has been working with A&E Architects, auditing all nine restrooms to determine if we should remodel or replace them.

**B. Centennial Park Lease:**

Mr. Whitaker said City Council will be discussing the lease agreement at the upcoming council meeting on March 25<sup>th</sup>. The Council will be deciding on whether to send a letter to the Billings Community Youth Foundation on whether they wish to get out of the lease.

**C. Concerts at Dehler:**

Mr. Whitaker said he has spoken with Gary Roller, Manager of the Billings Mustangs, and it was decided to wait until this year's baseball season is over before planning any concerts at Dehler. He said the department is looking at having an outdoor concert the 2 or 3 week in September.

**E. NEW BUSINESS**

**A. Movie in the Parks Program:**

Mr. Whitaker told the board that the department is looking at participating with a group to have movies in the parks. He passed out a list of movies for the board to review and approve. Plans are to have 6 family oriented movies over 4 months starting in May. Movies would be played at Pioneer, Veterans, South and Castle Rock Parks. There would be no direct costs to the department.

*Mr. Whitaker made a request to approve the list of movies. Board member Rachel Cox made a p motion to approve the list. Board member Margy Bonner seconded. On a voice vote, all were in favor and the motion passed.*

**B. Recognition of Donors:**

Ms. Bonner discussed recognizing the Forbes family their donation of 40 acres of land for Cottonwood Park. It was discovered that the Forbes family has never been recognized for their substantial donation by the department. Ms. Bonner asked that we do something soon since the husband and wife are getting older. Mr. Whitaker said it was a good idea and will look into doing something. It was suggested to do a plaque and possibly mention them as the donors on our website and Facebook page.

**C. FY14 General Fund Budget:**

Mr. Whitaker said the department is currently working on the FY14 budget. He said Council has asked all the departments to put together a zero based budget in addition to working on the regular budget. He said Council is looking into doing a

hiring freeze and keeping the General Fund FY14 budget at the FY13 budget level. Mr. Whitaker said the zero based budget/leaving it at the FY13 budget would cause \$61,000 in budget cuts to our operations and management. Those cuts would affect all divisions in this department. Cuts would be made by reducing fertilizing the Cemetery, reduce the hours at the pools, would not open some of our restrooms and reducing mowing around some of the trails.

Mr. Whitaker said Park District 1 2<sup>nd</sup> year projects for FY14 will be totaling around 1.895 million. The City Administrator has suggested for the department to move forward on the 2<sup>nd</sup> year projects and not to modify the list unless there is something major that comes up. Council will be reviewing the Park District 1 2<sup>nd</sup> year projects when they review the FY14 budget.

#### **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.
- A request was made to recognize the Forbes family for their donation of parkland. Staff will be looking into options for that recognition.

#### **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 said the Parks division is seeing early budding and flowering in our parks. He said these signs are not good and budding and flowering should be taking place closer to the end of April not the first part of March. Mr. Thompson said the first park events are scheduled for this weekend. A memorial with 300 people will be taking place at Riverfront Park and the soundstage will be rented out for the Saint Patrick's Day Parade.

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

Park Planner Mark Jarvis printed report was handed out at the meeting.

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

Cemetery Manager Lee Stadtmiller printed report handed out at the meeting.

#### **I. ADJOURNMENT**

12:30 pm