

MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

**MEETING DATE
AND LOCATION:** May 8, 2013
Community Center

ATTENDEES:

PRC Board Members:

Rachel Cox, Mark Wahl, Margy Bonner, Alan King, Dayton
Rush, Marcia Clausing

PRPL Staff Members:

Mike Whitaker, Director
Jon Thompson, Park Superintendent
Joe Fedin, Recreation Superintendent
Mark Jarvis, Park Planner
Chris Waite, Volunteer Coordinator



A. MEETING CALLED TO ORDER

Chairman Rick DeVore called the meeting to order at 11:35 am.

A. INTRODUCTIONS

John Brewer and Bill Cole, Billings Chamber of Commerce; Gary Roller, Billings Mustangs

B. APPROVAL OF THE MINUTES

Chairman Rick DeVore requested a motion for the April 10, 2013 minutes. Board member Margy Bonner made a motion to approve the minutes. Board member Rachel Cox seconded. On a voice vote, all were in favor and the motion passed.

C. ADDITIONS TO THE AGENDA

Added "Action Items" and "Centennial Lease" to Unfinished Business.

B. DIRECTORS REPORT – Mike Whitaker

Mr. Whitaker introduced Chris Waite as the new Volunteer Coordinator for the department. Mr. Waite has a background in Recreation. He was the Recreation director in Grabel Wyoming for eight years.

Mr. Whitaker said the department is waiting on grant funding to proceed forward on the Swords Park restroom project.

C. PUBLIC/BOARD COMMENT

Continue to keep the Forbes family recognition and Cottonwood Park as part of action items.

D. UNFINISHED BUSINESS

A. City-wide Park District Projects:

Mr. Whitaker gave an update on the citywide district projects.

- 90 picnic tables have been ordered. They should be in the parks around the end of May.
- Did interviews for the Park Maintenance position. Should have someone chosen and in place in the next couple of weeks.
- There have been a few problems that have arisen with the Rose Park slide project. Hope to have them resolved and slide in place sometime in June.
- Should be receiving bids and awarding contracts on the restroom project the first part of July.

B. Action Items:

- *Cottonwood Park & Forbes Recognition:* Mark and Mike are looking into doing a master plan on the park. The department would like to develop a green space. Once a green space has been developed, as part of the grand opening, the department can invite the Forbes family and recognize them for donating the land to the city.

C. Centennial Park Lease:

Mr. Whitaker said the lease is going back to the city's legal department. We should have results next month.

E. NEW BUSINESS

A. Yellowstone Kelly's Gave Site:

Park Planner Mark Jarvis explained that Yellowstone Kelly's gravesite, which is located in Swords Park, is barren other than an information sign and gravesite. He said the department would like to do some design work to improve the look of the site and to add more information through signage/marquees giving the history of Yellowstone Kelly and his contribution to the West. Mr. Jarvis said the department is currently talking with the Billings Chamber of Commerce and Sanderson Stewart on improvement to the gravesite. He hopes to have Sanderson Stewart give their engineering opinion on the cost involved with this project. He said once they give us an amount we will be able to go out and look for funding.

B. Agency Accreditation:

Mr. Whitaker said the department is looking into agency accreditation. He anticipates starting the accreditation this fall when things slow down. He hopes to have both staff and board involved.

C. Mustangs' Financial Statement:

Gary Roller, Mustang Manager was present to review the Mustangs financial statement. He said financially they are looking healthy.

Mr. DeVore asked Gary how the turf was doing. Mr. Roller said currently it is fine but the infield may need to be replaced in about 5 years since it receives the most use.

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. He reviewed his report.

B. Park Division-Park Superintendent Jon Thompson:

Park Superintendent Jon Thompson written report was handed out at the meeting. He reviewed his report.

C. Park Planning Division-Park Planner Mark Jarvis:

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

D. Cemetery Division-Cemetery Manager Lee Stadtmiller:

Cemetery Manager Lee Stadtmiller printed report was mailed out prior to the meeting. No additional information was given.

I. ADJOURNMENT

1:15 pm