

# MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE  
AND LOCATION: August 14, 2013  
Community Center



ATTENDEES: PRC Board Members:

Marcia Clausing, Rachel Cox, Catherine Grott, Mark Wahl,  
Alan King, Dayton Rush, Tom Rupsis

PRPL Staff Members:

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

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## A. MEETING CALLED TO ORDER

Vice-Chair Rachel Cox called the meeting to order at 11:30 am.

## A. INTRODUCTIONS

New board member Tom Rupsis was introduced. He is replacing former board member Margy Bonner.

## B. APPROVAL OF THE MINUTES

Vice-Chair Rachel Cox requested a motion on the minutes. *A motion was made to approve the July 10, 2013 minutes. Board member Marcia Clausing approved the motion. On a voice vote, all members 2<sup>nd</sup> and motion passed.*

## C. ADDITIONS TO THE AGENDA

None

## B. DIRECTORS REPORT – Mike Whitaker

Mr. Whitaker announced that Taco Bell will be sponsoring a free swim day at Rose and South Park pools on August 19<sup>th</sup>.

## C. PUBLIC/BOARD COMMENT

None

## D. UNFINISHED BUSINESS

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

Mr. Whitaker reported:

- All FY13 District projects are completed or underway.

- There are still some design issues with the speed slide. Hope to have the issues resolved before the season ends. We are currently keeping track of hours and work done by park staff to be reimbursed at the end of the project.
- Fisher Construction has been awarded the bid on the restroom project. Project should begin at the end of the month. Six restrooms will be remodeled and 3 will be built/retro-fit to a modular restroom. The purchase of the 3 built restrooms will also include building the vault toilet for Swords Park.
- FY14 projects: replace playground equipment and install spray ground at South Park, repair tennis courts at Castlerock and Pioneer Park, and replace batting cage equipment.

## **E. NEW BUSINESS**

### **A. Volunteer Park Ranger/Ambassador Program:**

Volunteer Coordinator Chris Waite discussed the Volunteer Park Ranger Program.

- This program is in response to issues at Phipps Park and other various parks.
- Plans are to start the program this fall and will cover major parks such as Pioneer, Rose, North, South, Swords, Phipps, Riverfront and Coulson.
- Ranger will provide information regarding the park and welcome people to our park.
- There will be two rangers per park so they are not alone.
- Rangers will be assigned to their specific park and no driving around will be needed.
- They will be trained.
- The will serve a 6 month – 1 year and will be 4 hours a day.
- Rangers will alert us of any issues in the parks and will be able to establish a sense of safety to our community when in our parks.
- Must be 21 years and older.
- Advertising to be a ranger will go out in late August.

A question was asked if High Sierra would be added to the list. Chris said yes, that would be a good park.

## **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. Mr. Whitaker has contacted Mr. Barthuly but he is currently busy.
- 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 passed out and reviewed his report at the meeting. A copy of the report is in the board binder.

**B. Park Division-Park Superintendent Jon Thompson:**  
Park Superintendent Jon Thompson passed out and reviewed his report at the meeting. A copy of the report is in the board binder.

A question was asked regarding the policies/ordinances on dogs in city parks. Mr. Thompson said that dogs are not allowed in city parks except for High Sierra Dog Park, which is off leash inside the fenced area and on leash at our some of natural/County area parks, which include Riverfront, Coulson, Phipps, Swords, trails and walkways along and around parks. (See ordinance Section 4-407).

**C. Park Planning Division-Park Planner Mark Jarvis:**  
Park Planner Mark Jarvis printed report was mailed out prior to the meeting. A copy of the report is in the 2013 board binder.

**B. Cemetery Division-Cemetery Manager Lee Stadtmiller:**  
Cemetery Manager Lee Stadtmiller printed report was mailed out prior to the meeting. A copy of the report is in the 2013 board binder.

**C. Volunteer Coordinator's Report-Chris Waite:**  
Chris Waite's report was mailed out prior to meeting. A copy of the report is in the 2013 board binder.

## **I. ADJOURNMENT**

12:55 pm