

MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

**MEETING DATE
AND LOCATION:** September 11, 2013
Community Center



ATTENDEES: PRC Board Members:
Rick DeVore, Darwin George, Catherine Grott, Alan King,
Tom Rupsis
PRPL Staff Members:
Mike Whitaker, Director
Jon Thompson, Park Superintendent
Joe Fedin, Recreation Supervisor
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

None

B. APPROVAL OF THE MINUTES

Chairman Rick DeVore requested a motion on the minutes. *Board member Alan King made a motion to approve the August 14, 2013 minutes. Board member Tom Rupsis seconded. On a voice vote, all members were in favor and the motion passed.*

C. ADDITIONS TO THE AGENDA

Phipps was added under new business.

B. DIRECTORS REPORT – Mike Whitaker

Kory Thomson will be acting Recreation Superintendent when Joe retires at the end of October.

Volunteer Coordinator Chris Waite has passed is Park and Recreation certification test and is now certified Park and Recreation professional.

Staff department heads will be at the MRPA conference in Idaho next week.

C. PUBLIC/BOARD COMMENT

None

D. UNFINISHED BUSINESS

A. City-wide Park District Projects:

Mr. Whitaker reported:

- All FY13 District projects except for the playground fall protection are done or started. Plans are to have the RFP on the fall protection out in the next couple of weeks.
- Plans are for the speed slide to be taken down the third or fourth week of September and rebuilt. A second loop will be added to the slide. Aqua Blue will be paying for this redesign. This should be done before next year's season.
- Fisher Construction is working on the remodel portions of six of the restrooms. The remaining three restrooms are being replaced with concrete modular restrooms. These have been purchased directly from CTX out of Spokane Washington due to better price. It should be about a sixty day lead time. CTX is also making an additional restroom for Swords Park. Funding for this restroom has been paid for separately by donations.
- Veterans crafthouse roof and windows are being replaced. The outside of the building will be repainted. The building will be reconfigured for ADA accessibility. The Parks crew will be doing some landscaping around the building. The building will also have heating so it can be utilized year-round.

E. NEW BUSINESS

A. Community Gardens:

Volunteer Coordinator Chris Waite said the department is looking at getting two vistas for this project. One would have a science background to do the gardening part and the other would have a community organizing to line the volunteers and organization. They will start in January and finish in December. Their jobs will be to do assessments to see where we could do community gardens in parkland, organize people, setting up a committee, which after they leave the committee will be involved with the department in managing the gardens and finally fundraising. These gardens should be sustainable so that the department will not have to be involved much in.

Mike said the vistas will be working out of the community development office. The office here has no room.

B. Centennial Park Master Update:

Mr. Whitaker reminded the board that the District 1 projects are currently the top priority for the Park Planner.

Mark said he will begin work on the IFB (Invitation for Bid) for a consultant as soon as he gets done with the IFB for the fall protection project. Once he has received all the IFB's back he will set up a committee to work on the scope and fee for the proposals. He said a park board member(s) will be asked to sit on that committee.

As soon as a consultant has been chosen, a contract will be developed and presented to Council. After Council approves the contract, the process of updating the master plan will begin. Mark said his plan is to work on the master plan over the winter. Money for the update has been approved by City Council.

A board member asked what groups are looking at using Centennial. Mike said there are several interested: Lacrosse, Dog Park Committee, hockey and baseball. Mark commented that this park will be looked at as a regional park and not a neighborhood park so things will be looked at in that light.

Board member Cathy commented that a multi-use center would be great in that park.

C. Phipps:

Mr. Whitaker explained that someone about a month ago was out on a motorcycle and torn up some of Phipps Park. He said the department has been working with Police regarding the situation and also with Legal to create appropriate signage. Mr. Whitaker said the signage will give us the ability to cite anyone who is using the park inappropriately. He said a warning letter has been sent to the individual whom we believe was causing the problem. He said since then the department has noticed the problems have stopped. Mr. Whitaker did say that along with the new signage put up in the park, we are also looking at using our Park Ranger program to get some eyes and ears out in that area to keep an eye on the situation.

Park Superintendent Jon Thompson informed the board that on top of the damage done by the motorcycle, Phipps has also sustained some major damage from recent storms. He said all the work that has been done regarding the water bars are totally gone; the trail in the low area is underwater and there are major ruts up into the park that around 3-4 feet deep. He said signage will be put up warning people of the damage. He said that there are plans to get volunteers to help staff with some of the repairs.

F. ACTION/ADDITIONAL ITEMS

- At the end of the September meeting, a question was asked by a board member on any plans for a concert at Dehler. Mr. Whitaker said not this year but the department is looking at next year.
- 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. He said he will have a report on this summer's activities at next month's meeting.

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. He did discuss more on the damage done to many of our parks from the recent storms. He said they are looking into seeing if we can get some financial help from our insurance to pay for some of the repair work and also looking to see if Public Works can help with damage.

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. Mark did update the board on selling of parkland. He said on September 23 there will be a public hearing and resolution on selling three parcels of parkland. Those are Ramada, Lampman and a 10th of an acre out in Briarwood at City Council. Council will take comment on that and then will take action on whether to sell or not. Mark said if the resolution passes, the department will begin the selling process.

D. 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.

E. Volunteer Coordinator's Report-Chris Waite:

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

I.ADJOURNMENT

1:00 pm