

# MEETING MINUTES

**RECORDED BY:** Chris Waite

**MEETING PURPOSE:** PRC Board Meeting

**MEETING DATE  
AND LOCATION:** October 9, 2013  
Community Center



**ATTENDEES:** PRC Board Members:  
Rick DeVore, Alan King, Tom Rupsis, Rachel Cox, Marcia Clausing, Dayton Rush  
PRPL Staff Members:  
Mike Whitaker, Director  
Jon Thompson, Park Superintendent  
Joe Fedin, Recreation Supervisor  
Mark Jarvis, Park Planner  
Chris Waite, Volunteer Coordinator  
Lee Stadtmiller, Cemetery Superintendent  
Guest:  
Candi Millar- Planning and Community Services Dept.

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## **A. MEETING CALLED TO ORDER**

Chairman Rick DeVore called the meeting to order at 11:34

### **A. INTRODUCTIONS**

Candi Millar-Planning and Community Services Dept.

### **B. APPROVAL OF THE MINUTES**

Chairman Rick DeVore requested a motion on the minutes. *Board member Rachel Cox made a motion to approve the September 11, 2013 minutes. Board member Marcia Clausing seconded. On a voice vote, all members were in favor and the motion passed.*

### **C. ADDITIONS TO THE AGENDA**

None

## **B. DIRECTORS REPORT – Mike Whitaker**

Billings Tennis Association donated \$38,000 to resurface the courts at Pioneer Park.

Mark Jarvis reported that 1<sup>st</sup> Interstate Bank called and the Dog Park Committee would be receiving funding from the Mansfield Family left by a family member's will to support animal related projects.

Joe Fedin will be retiring at the end of the month

### **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.
  - The speed slide installers arrived and are trying to complete the installation in the next 11 days. High Tech will be testing the slides after the install and again this spring prior to opening.
  - The nine restroom upgrade projects are underway and are in various stages of completion.
  - The RFP for the Playground Fall Protection should be going out in the next few weeks.
  - The Volunteer Program and Weed Management Program are under way.
- Funding for the FY14 projects won't begin arriving until December and the projects will begin in the spring.
  - Projects include improving tennis courts at Castlerock and Pioneer, South Park Playground, and batting cage improvements.
- Other Projects:
  - Other Projects include Cottonwood Park Master Plan, Centennial Park Master Plan (including \$30,000 from Council's contingency fund), Swords Park Restroom, and Resurfacing Rose Tennis Courts.

### **E. NEW BUSINESS**

#### **A. Lampman Park**

Candi Millar explained that 600 residents were contacted to gather public input on the development of Lampman Park. 60% of respondents wanted no park development. 40% wanted some development but didn't specify. City Council's direction was to sell the existing property with a zoning change. Some residents expressed concern that they wanted it zoned for Single Family Housing (SFH) only. Prior to re-zoning, there must be a neighborhood meeting to inform residents of the proposed zoning changes. There are three zoning types recommended R9600 (9,600 sq ft lots with only SFH development), R7000 (7,000 sq ft lot with SFH and Duplex allowed), and R7,000 (7,000 sq ft lot restricted to only SFH). The property was assessed at approximately \$200,000. She further explained that if it were re-zoned, it could have another market analysis and predict development better to give a more accurate assessment.

Rachel asked if the Billings Tennis Association could propose that the park be used to develop tennis courts.

Mike responded that it would be hard to change directions, but BTA could come with funds and bring the idea up at the Public Hearing.

Candi Millar explained that the funds from the sale of Lampman Park would go directly to benefit Lampman Strip Park because of its proximity to Lampman Park. Tom suggested getting a marked analysis on the three different zoning options and then presenting the findings at the neighborhood meeting to let residents know how the funds would be used to develop Lampman Strip Park. He thought it would be helpful to compare how much each zoning type would generate and how that would correspond with development of Lampman Strip. Chairman Rick DeVore requested a motion for a recommendation to Staff on the market analysis and zoning. ***Board member Rachel Cox moved to recommend that staff pursue getting a marked analysis on zoning types R9,600, R7,000, R7,000R for Lampman Park. Board member Tom Rupsis seconded. On a voice vote, all members were in favor and the motion passed.***

**B. LWCF Funding:**

Rick DeVore explained that members of City Council wanted to know why the Parks Dept. was not seeking Land and Water Conservation Funds (LWCF) since they had been used often in the past. Last year \$300,000 were designated as available funds by Land and Water Conservation. Only 5 applications were received and all 5 projects were funded. Rick suggested that the funds could be used for places such as Wilson Park possibly to develop it into a dog park. Mr. Whitaker explained that the Department had a strong relationship with Mark who is in charge of the program at the state level. Historically there have been 22 projects partially funded by LWCF Funds in the City. The funds are limited to outdoor recreation uses only. The funds are available every two years and the next funding cycle is 2014. They cannot be used for O & M (operations & management) or planning. It was recommended by Mark from the state only to seek funding for one project at a time. He said that he would provide the Board with more information on applications and available funds when he received information from the state. They are federal funds.

**C. Centennial Park Baseball:**

Rick DeVore gave a report from a meeting between Little League and Montana State University Billings (MSU-B) baseball regarding partnering on the Fields. The fields were originally funded partially by a \$100,000 grant from Major League Baseball (MLB). At that time, MSU-Billings couldn't participate because collegiate baseball was excluded from the MLB funding. Currently, MSU-B is limited in practice time on the field they are using. They discussed developing a joint use agreement at Centennial that was of a longer duration than the typical one year Primary User and Secondary User agreement. Joe Fedin provided clarification in the use agreements. Currently, a primary user signs the use agreement and they have priority use of the fields. They can have a secondary user on the agreement that uses the field when it is vacant. This secondary user typically pays or contributes to the maintenance and upkeep of the field. MSU-B would like a long term commitment as a secondary user with Little League. They plan on funding improvements through sponsorship, and would need a longer commitment. Rick explained that this was just an update for the Park Board

about the discussion with MSU-B

**F. ACTION/ADDITIONAL 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 along with reports regarding the swimming pool attendance and revenue as well as summer activities. A copy of the report is in the board binder. He explained that the pool admission rates were changed two years ago and that has had a positive impact on revenue. Despite not having the slides for part of the season, the revenue for the pool was good. Rachel thanked Joe for his service over the years.

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

Park Superintendent Jon Thompson explained that he did not have a copy of his report and that he would be giving a verbal report.

- Winterization of the parks started a few weeks ago.
- Half of the seasonal staff has been laid off for the season.
- Hundreds of volunteers from Harvest Church did project at a variety of parks for Compassion Weekend. He specifically mentioned that hundreds of Russian Olive trees had been removed at Riverfront Park. The projects that weren't completed were being finished up this week by staff.
- The Parks Department is still addressing issues related to the storm damage that occurred in early September.
- In the next few months, we will be creating a Weed Management Committee to develop a Noxious Weed Management Plan.
- Two upcoming projects by Urban Forestry are:
  - “Replant the Southside” - where volunteers and residents will be planting 100 trees in South Park and around the neighborhood.
  - “Billings Parade of Trees” – walk or bike; self-guided tour that looks at notable trees in Billings historic neighborhoods and downtown business district.

**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.

**D. Volunteer Coordinator's Report-Chris Waite:**

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

**E. 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.

**I.ADJOURNMENT**

1:06 pm