

MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE
AND LOCATION: January 8, 2014
Community Center



ATTENDEES: PRC Board Members:

Dayton Rush, Catherine Grott, Rick DeVore, Marcia Clausing,
Alan King, Tom Rupis

PRPL Staff Members:

Mike Whitaker, Director
Jon Thompson, Park Superintendent
Kory Thomson, Recreation Superintendent
Mark Jarvis, Park Planner
Lee Stadtmiller, Cemetery Superintendent

I. MEETING CALLED TO ORDER

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

A. INTRODUCTIONS

None

B. APPROVAL OF THE MINUTES

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

C. ADDITIONS TO THE AGENDA

None

II. DIRECTORS REPORT – Mike Whitaker

- Recommendation to award the bid on the resurfacing of the tennis courts at Pioneer and Rose Park will be on the January 13 Council agenda. Funds are donations from the Billings Tennis Association and from Park District 1.
- Public hearing and zone change for Lampman Park will also be on the January 13 Council agenda.
- Update: Newly appointed Board member Rich Lorenz was unable to be at today's meeting but plans to be at next month's. He will be introduced and welcomed at that meeting.

III. PUBLIC/BOARD COMMENT

Board members commented that the department needs to do more advertising of our

projects from the District 1 funds. Mike Whitaker said plans are to do more publicity on the projects later this spring when we are presenting our FY15 budget and when more of the projects are completed.

IV. UNFINISHED BUSINESS

A. City-wide Park District Projects:

Mr. Whitaker reported:

- All FY13 District ongoing projects are completed except for the restroom project and playground fall protection.
 - The three modular restrooms for Central, Sacajawea and Mountview Cemetery have arrived and are in place. The concrete work will be done at a later date once the weather is better. We are still waiting on the weather to finish the remaining 6 restrooms updates.
 - The Contract for the playground fall protection has been approved. It was awarded to Good Earth Works. They will start work as soon as all the papers have been signed and when the weather permits.
 - Slides are complete!
- FY14 District projects:
 - The top 2 project for this year are to rebuild tennis courts at CastleRock and Pioneer and the replacement of the batting cage equipment at Stewart.

Mike said the City Administrator would like us to start working on a priority list of project for the next 3 year plan District 1 funding. Next year (FY15) will be the last year of this current 3 year plan.

B. Community Needs Assessment:

The assessment survey has been sent out. So far, we have received 345 back. Our goal is to get at least 400 to make this survey statistically valid. The company who sent out the survey will be doing a presentation at the next board on their findings.

C. Naming Request:

After last month's meeting, Park Superintendent Jon Thompson did research regarding naming ordinances and policies from other cities within the state and surrounding regions.

He plans to hold a committee meeting later this month with several of the board to review to those policies and ordinances. He believes they will be able to create a department policy and have it ready for board approval in March. Board members on the Naming Request committee are Rick DeVore, Mark Wahl, Alan King and Tom Rupis.

V. NEW BUSINESS

D. Yellowstone Family Park Sledding Hill:

Board member Tom Rupis notified staff of his concerns regarding a sign located

at Yellowstone Family Park that was being hit by kids running into it while sledding. Jon said staff has looked into the matter. He explained the sign, which Tom is referring to, is located next to a trail that goes through the park. He said park staff cannot remove the sign as of right now but have for safety reasons added straw bales around it to stop anyone sledding into it. He said they will look into the situation again at a later date to see if anything should be or can be done.

VI. ACTION/ADDITIONAL ITEMS

- Add discussion on the priority list of projects for the next 3 year plan for District 1 funding to the agenda.
- Add **Dog Parks in City Ballfields** to the agenda for further discussion.
- Have a tour of some of the projects done this last year in various parks with the District 1 funding.
- 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.

VII. DIVISION REPORTS

A. Recreation Division-Recreation Superintendent Kory Thomson:

Recreation Superintendent Kory Thomson report was mailed out prior to the meeting. A copy of the report is in the 2014 board binder.

B. Park Division-Park Superintendent Jon Thompson:

Park Superintendent Jon Thompson passed out his report at the meeting.

- He commented that 90 new picnic tables were purchased last year and so far, parks crew have found only 2 are missing. He said plans are to purchase another 90 more tables this year.
- He said the parks crew has been very busy with snow removal this last month.
- The skating ring is getting used. Just flooded it again this last weekend.

C. Park Planning Division-Park Planner Mark Jarvis:

Park Planner Mark Jarvis report was mailed out prior to the meeting. A copy of the report is in the 2014 board binder.

- A question was asked about if the Swords Park modular restroom has been shipped yet. Mark said it has been built. He said we are now just waiting on the building permit.
- A question was asked if the RFP on the Centennial Park master plan has been sent out yet. Mark said no it hasn't. He has been busy with some other priority list items.

D. Volunteer Coordinator's Report-Chris Waite:

Volunteer Coordinator Chris Waite's report was mailed out prior to the meeting. A copy of the report is in the 2014 board binder.

E. Cemetery Division-Cemetery Manager Lee Stadtmiller:

Cemetery Manager Lee Stadtmiller report was mailed out prior to the meeting. A copy of the report is in the 2014 board binder.

I. ADJOURNMENT

1:00 pm