

MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE April 9, 2014
AND LOCATION: Community Center



ATTENDEES: PRC Board Members:
Dayton Rush, Catherine Grott, Marcia Clausing, Mark Wahl,
Tom Rupis, Rich Lorenz, Darwin George, Alan King
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

Vice Chair Catherine Grott called the meeting to order at 11:35

A. INTRODUCTIONS

Jeff Lair, concerned citizen

B. APPROVAL OF THE MINUTES

Vice Chair Grott requested a motion on the March 12, 2014 minutes. *A motion was made to approve the March minutes. Board member Tom Rupis 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

- Will have a tour of Park facility at the May board meeting.
- Grant with the LCWF was awarded to us. Funds will be going towards the playground replacement at South Park.

III. PUBLIC/BOARD COMMENT

Jeff Lair, a resident of Billings expressed his concerns regarding the graffiti in the dugouts at Central Park. Park Superintendent Jon Thompson told him they should be painted over as of today. It was delayed due to weather.

Mr. Lair asked what was going to happen with the old restrooms/storage building located at Central. Mr. Thompson said we are currently discussing what to do with them with Burlington Little League. He said that right now they are being used as storage by both them and our department. He said they will be meeting with Burlington this week.

Mr. Lair expressed concern of injury to players and parents from the ground squirrels at Centennial creating holes in and around the ball fields. Mr. Thompson said due to new laws and regulations of controlling/eliminated the squirrels staff is still looking into ways to have them removed. The current control methods are not effective.

IV. UNFINISHED BUSINESS

A. Parks Project Update:

- As of May 1st, all first year projects should be complete.
- Finishing up playground fall protection and remodeling of restrooms.
- Batting cage equipment replacement is complete.
- Tennis court repairs project will be going up for bid soon.
- Plans are to work on this fall the upgrade to South Park playground and South's spray ground.

B. Use of Baseball Fields as Temporary Dog Parks:

Park Planner Mark Jarvis said the Dog Park Committee met yesterday morning. He said after discussing the matter of using baseball fields as temporary dog parks, it was concluded that all the issues surrounding it, it would not be the best thing to try to implement. The committee made a suggestion to use abandon ball fields. It was expressed as a good idea. Mr. Whitaker agreed. Ms. Grott suggested tabling the discussion and look at this again at an upcoming board meeting.

Board member Darwin George brought up his concerns on how the process regarding the evaluation of using the ballfields for dog parks was done.

Ms. Grott expressed that he had a right to express his concern and proposed that communication between board and staff regarding an idea be a top priority goal to our goal setting.

C. Parks, Recreation and Cemetery Board Goal Setting:

Communication between board and staff was added to the list of goals.

Mr. Whitaker brought up that we are looking into an audit of this department on how we can be more effective and more efficient. He feels to do that we need to go through the accreditation process. He said part of the accreditation is to have established the mission, vision and core statements. He suggested the board and staff start working on that. Mr. Whitaker said we also need to update the Parks and Recreation comprehensive plan.

D. Arbor Day:

Arbor Day is planned for April 25th at Pioneer Park. The day will start out with over a hundred volunteers working around the park. Close to 300 4th and 5th graders will arrive around 9am to tour education booths. The Arbor Day ceremony celebration will begin around noon and will include special guests Mayor Hanel, School District 2 Superintendent Bouck and Governor Bullock. Day will finish up with education classes for adults.

E. Swords Park Restroom:

Swords Park restroom has been put in place. Plans are to have it open next week to the public. Funds for purchasing the restroom have come from donations.

V. NEW BUSINESS

A. Centennial Park Master Plan:

We have come to agreement on a firm to do the master plan update. Will be sitting down with them next week to discuss the scope of work and try to come to an agreement.

B. Poly Vista Park Agreement:

Mr. Whitaker said we had an agreement in place with the Billings Softball Association to have them manage the Poly Vista Park fields. They have managed it for over 20 years. In the agreement, they are to manage it to a specific standard. In the last few years, it has not been managed up to standards and they have agreed to walk away and give us back the fields. The fields are in bad shape and some repairs will need to be made. There is current discussion on what we will do with the fields. Plans are to start with the current user groups and then possibly look at using them for a dog park.

A comment was made that it was unfair to the department to have to clean up and do the repairs.

Concern was brought up regarding this agreement and all of the other agreements we have. It was suggested to create a committee to review the agreements. A request was made to give a list of agreements to the board.

ACTION/ADDITIONAL ITEMS

- Discussion on PRPL agreements at an upcoming meeting and get to the board has a complete list of all agreements.
- Add discussion on the priority list of projects for the next 3 year plan for District 1 funding to the agenda.
- A request was made to recognize the Forbes family for their donation of parkland. Staff will be looking into options for that recognition.

VI. 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.

- In Addition: Kory expressed his excitement on his two new full time Recreation Specialist employees Hannah Cole and Paul Reinhardt. He said Hannah started two weeks ago and Paul will be arriving next week.

B. Park Division-Park Superintendent Jon Thompson:

Park Superintendent Jon Thompson handed out his report at the meeting. No further discussion was made.

C. Park Planning Division-Park Planner Mark Jarvis:

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

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

1:15 pm