

MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE February 11, 2015
AND LOCATION: Community Center



ATTENDEES: PRC Board Members:
Rich Lorenz, Catherine Grott, Marcia Clausing, Dayton Rush,
Tom Rupsis, Lew Morris
PRPL Staff Members:
Mike Whitaker, Director
Jon Thompson, Park Superintendent
Kory Thomson, Recreation Supervisor
Mark Jarvis, Park Planner
Chris Waite, Volunteer Coordinator
Lee Stadtmiller, Cemetery Superintendent

I. MEETING CALLED TO ORDER

Chairman Rick DeVore called the meeting to order at 11:30.

A. INTRODUCTIONS

Mike Yakawich, Council Member
Rick Roedocker, Citizen

B. APPROVAL OF THE MINUTES

Board member Tom Rupsis made a motion to approve the December 10, 2014 minutes. Board member Marcia Clausing seconded. On a voice vote, all were in favor.

Board member Rich Lorenz made a motion to approve the January 14, 2015 board meeting minutes. Board member Lew Morris seconded. On a voice vote, all were in favor.

C. ADDITIONS TO THE AGENDA

None

II. DIRECTORS REPORT – Mike Whitaker

- Mike announced that City Council will be giving us additional funding of \$25,000 to do a master plan of Optimist Park.

III. PUBLIC/BOARD COMMENT

Rick Roedocker on behalf of the Heights Little League expressed his concerns with the ballfields, the lack of restrooms and large holes in parking area at Clevenger.

Park Superintendent Jon Thompson said his staff is working with the current president of Little League on the maintenance aspect. This includes irrigation and weed management. Jon said in regards to the restrooms that Little League does rent portable restrooms during the baseball season and as far as the department installing one, there is no funding to do so at this time.

Park Planner Mark Jarvis said there currently is no funding for any repairs to the parking area. He said continued road construction is planned for the street in front of the park. He said we will be working with the contractor on the street repair project to see what we can do with parking lot. Jon said his staff will try to get out there and fill some of the larger holes this spring.

IV. OLD BUSINESS

A. User Groups Agreements Update:

Mike Whitaker said staff has had two meetings with the Billings Softball Association (BSA). The BSA has been presented with a new proposed agreement. Plans are to meet with them again in the next couple of weeks to go over the agreement.

He said staff has met with the Amend Park Development Council (APDC). We have started the process of updating their agreement.

A board member asked whether anyone has checked to see if the BSA has been carding people for the sale of alcohol during their games, as per their agreement with us. Mike Whitaker said he would have to check into it.

Mr. Whitaker said there are four major agreements to be reviewed and updated.

B. South Park Playground Replacement:

- There has been a lot of community involvement on this project. The selection committee included the South Side Task Force, Park Board member Tom Rupsis and staff. We also had about 100 children from the Friendship House and Crystal Heights Daycare give their input.
- The play structure that has been chosen is very unique and very iconic.
- It is currently going before City Council for their approval. Once Council has approved the structure, we will order it.
- Cost for the project should be around \$250,000. Part of the money for this project has come from the Land Water Conservation Fund (LWCF). Rest of the funding will come from Park District 1. Funding from the LWCF has saved us around \$100,000.

C. South Park Sprayground:

- Eight design service firms sent in their proposals.
- We have interviewed the top three firms.
- We are in negotiations with the top firm.

- Will be going before Council with the proposals on March 9th for approval.
- Costs set aside for this project is around \$500,000

D. Castlerock and Pioneer Park Tennis Courts Replacement:

- Project is at 65% plan review. Should be at a 95% review in the next few days.
- Retained a local firm to do verifications of the consultants work.
- Will have a teleconference next week with the firm to discuss the review.
- Cost set aside for this project is around \$600,000

E. Pioneer Park Playground Replacement:

- We received proposals from eight firms.
- Selection committee has met to review the proposals. Committee included Board member Dayton Rush, North Side Task Force and staff.
- A play structure and signature piece has been chosen.
- Will be going before Council with the proposals on March 9th for approval.
- Project costs should just over \$300,000

F. Centennial Park Master Plan Update:

- We will be having a status meeting with the consultant next week.
- The report and analysis is almost complete.
- We will be going out to get public input on the process soon, possibly in March.

G. Sale of Parkland:

- Out of the 508 parcels of parkland, it was determined by the Sale of Parkland committee that only 38 parcels are sellable.
- Currently, we have sold two pieces of property, Briarwood a 10th of an acre and then a piece/parcel in Rehberg Ranch.
- Looking at selling Lampman Park. It was zoned public but has been rezoned to neighborhood. Value of the property is around \$410,000. We are ready to put it on the market. Sells from the sale of Lampman will go towards Lampman strip.
- Ramada was voted down not to sell. Neighbors did not want it sold.
- Plans are to do a quick summary of our analysis of the sale of parkland and present it to council.

H. FY2016-FY2018 Deferred Maintenance Capital Plan:

- Presented the 3 year plan to Council. They were comfortable with the plan.
- The first year plan will be included in the FY16 budget.

V. NEW BUSINESS

A. Parks and Recreation Annual Report:

The first draft of the department's annual report was handed out to the board. The final report will be given to City Council. A copy of the report is in the board binder.

VI. DIVISION REPORTS

A. Recreation Division-Recreation Superintendent Kory Thomson:

Recreation Superintendent Kory Thomson's report was mailed out prior to the meeting. A copy of the report is in the 2015 board binder. In addition to his report, he informed the board of the following information:

- Started an all-inclusive cross-country ski trip. The program has filled up and we have a waiting list for our last to trips. All ages have signed up.
- In the process of replacing the pool heaters at Rose. Cost is around \$25,000 and is coming from PD1 funding.
- Getting ready with park use permits.
- In the process of hiring for our front desk position. This position is to replace the previous full time staff person. Hope to have someone hired before the busy season begins.

B. Park/Urban Forestry Division-Park Superintendent Jon Thompson:

Park Superintendent Jon Thompson's report was handed out at the beginning of the meeting. A copy of the report is in the 2015 board binder. In addition to his report, he informed the board of the following information:

- Staff has been doing snow removal at 80 sites during the first half of January. The second half they have been doing park clean up, projects and staff training.
- Staff is finishing the removal of the playground equipment at Pioneer. They should be finished this week.
- The department is still continuing their effort in filling the Forestry position. We reposted the position and received more applications and better quality. Will start setting up interviews in the next couple of weeks. Hope to have a person hired soon.
- Forestry division is busy with tree trimming and pruning.
- Update: The evergreens and pine trees that have browned up over this winter throughout the city were caused by the super cold weather spell we had in November. When the weather drastically changes from warm to super cold, it causes the evergreens not go into total dormancy. When trees are able to go into dormancy, they produce antifreeze protecting the cells from the winter weather. This year because of that cold spell in November, the evergreens were not able to go dormant and that causes the cells in the needles to burst and freeze them. The evergreens should recover from this but they will probably drop a bunch of needles.

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 2015 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 2015 board binder. In addition to his report, he said our two vistas, Elizabeth and Liz from last year, have moved on to a new location/city. He said we have a new vista Caitlyn has started and will continue to carry on with community garden project.

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 2015 board binder.

VII. ADJOURNMENT

1:00 pm