

# MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE  
AND LOCATION: March 11, 2015  
Community Center



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

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## I. MEETING CALLED TO ORDER

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

### A. INTRODUCTIONS

Dennis Pyburn, Bill Cole, Mary Fitzpatrick, Shawna Schallenberger

### B. APPROVAL OF THE MINUTES

*Board member Marcia Clausing made a motion to approve the February 11, 2015 minutes. Board member Lew Morris seconded. On a voice vote, all were in favor.*

### C. ADDITIONS TO THE AGENDA

A special Park Board meeting to meet with the new owners of the Mustangs is scheduled for Monday April 23<sup>rd</sup> at 11:30 am.

## II. DIRECTORS REPORT – Mike Whitaker

- Mike Whitaker announced the Parks and Recreation Annual report is finished and has been sent to the printers. Volunteer Coordinator Chris Waite facilitated the report and staff helped put together the data.

## III. PUBLIC/BOARD COMMENT

None

## IV. NEW BUSINESS

### A. Proposed Pickle ball Lines:

Mr. Whitaker said former board member Mary Fitzpatrick has contacted us in regards to putting more pickle ball lines in at our tennis courts. He said currently

we have lines for pickle ball at Lillis, North and plans are to add lines at CastleRock and Pioneer.

Citizen Shonda Schallenberger explained what pickle ball is and how it is a rapidly growing sport in here Montana. She asked for the board and staff to consider adding additional lines at some of the tennis courts and to consider installing several dedicated courts to the sport.

**B. Amend Park Development:**

The Amend Park Development council representative Dennis Pyburn was present to give their annual financial report. A copy of their report is in the board binder.

- Revenues come from concessions, use fees and interest
- Expenses are for concessions, payroll, management fees, office expenses and field maintenance.

Additional Information:

- A question was asked on how they handle the group that does rockets in the park. Mr. Pyburn said they require the group to show insurance, a schedule of events, talk with the Fire Marshall, and get something for the day of the event that it is ok to use the rockets.
- Some of the groups using Amend are soccer, lacrosse, and rugby.
- The parks general funding provides all the operating and maintenance irrigation services, mow all 60 acres once a week, and haul out trash in dumpsters.

**C. Proposed Cell Tower at Terry Park:**

Bill Cole spoke on behalf of his client Digital Skylines a proposal for the City of Billings, Parks and Recreation department to come into a lease agreement for space in Terry Park to put a cell tower. He said because of the increase in data usage by customers companies such as Verizon are looking for more spaces to put additional cell towers. He said by adding additional cell towers it will help with that increase in better service. Mr. Cole said in addition to that property owners who come into an lease agreement will receive annual funding, at least \$1,000 a month. He said lease agreements run around 25 years.

Additional comments:

- Cell towers within a residential area do have to follow zoning codes.
- Parks and Recreation currently has a cell tower at Stewart Park that we receive funding from. We receive around \$12-13,000 a year. It is a combination tower in which there are several cell phone companies.
- Staff would consider doing a public meeting of area neighbors to get their input.
- Staff has looked at city and FCC rules and regulations. We have begun creating guidelines for these kinds of situations. Nothing has been finalized yet.

Board and staff agreed to discuss this further at an upcoming meeting.

## **V. NEW BUSINESS**

### **A. Yellowstone Kelly Interpretive Site Update:**

Mike Whitaker said around \$50,000 from the Park District 1 funding has been designated for the development of Yellowstone Kelly's interpretive site. Bill Cole is on the committee with the Chamber to raise additional funding for the site. Funding will be running through Parks, Recreation and Preservation Foundation.

### **B. South Park Playground Replacement:**

Mark Jarvis said the contract is at the suppliers to get signed. We should be getting it back in a week or so. Once we have it we will have the Mayor sign off on it and we can place an order. Park staff will be installing the equipment. Plans are to have it installed sometime in June.

### **C. South Park Sprayground:**

Mark Jarvis said we just got approval for the contract with CTA. Once the contract has been signed by CTA and the Mayor we can precede. He anticipates for that to happen sometime at the end of March. He said they hope to begin construction sometime late summer, early fall.

### **D. Castle Rock and Pioneer Park Tennis Courts:**

Mark Jarvis said we are waiting for the final documents/drawings from the consultants for our review. There is also an independent engineering firm that will be reviewing the documents. Once we have them and approved they will go out for bid.

### **E. Pioneer Park Playground Replacement:**

Mark Jarvis said we got approval for the contract last Monday. He will be sending out the contracts for the suppliers signatures. One contact is for the supplier of the playground equipment and the other is for the supplier of the signature piece. Once the contracts have returned we will place the order. We would like to start putting them up in June.

### **F. Centennial Park Master Plan Update:**

Mark Jarvis said it is moving along. There will be a public meeting at Meadowlark School March 23<sup>rd</sup> at 6 pm. We will get public input from the neighbors in that area as to what they would like to see done at that park. The consultants will be bringing several concepts for the public to look at and discuss.

## **VI. DIVISION REPORTS**

### **A. Recreation Division-Recreation Superintendent Kory Thomson:**

Recreation Superintendent Kory Thomson's report was given to the board for review. 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 is working on the summer brochure and has done a great job. We are adding several programs in addition to our upcoming fall programs. The

- printed brochure should be in the office around April 1<sup>st</sup>.
- One of the added program activities this summer is the last day Rose pool is open, dogs will be allowed in the pool from noon to 4pm.

**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:

- The Burrow Blocker for the use of eliminating the ground squirrels has been purchased and will be shipped soon.

**C. Park Planning Division-Park Planner Mark Jarvis:**

Park Planner Mark Jarvis report was given to the board for review. 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 given to the board for review. A copy of the report is in the 2015 board binder.

**E. Cemetery Division-Cemetery Manager Lee Stadtmiller:**

Cemetery Manager Lee Stadtmiller report was given to the board for review. A copy of the report is in the 2015 board binder.

**VII. ADJOURNMENT**

1:15 pm