

# MEETING MINUTES

RECORDED BY: Melonie Trang

MEETING PURPOSE: PRC Board Meeting

MEETING DATE May 13, 2015  
AND LOCATION: Community Center

ATTENDEES: PRC Board Members:

Rick DeVore, Dayton Rush, Marcia Clausing, Tom Rupsis,  
Lew Morris, Mark Wahl

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

Megan Dempsey, PRPL Customer Service Coordinator

### B. APPROVAL OF THE MINUTES

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

*Board member Tom Rupsis made a motion to approve the March 23, 2015 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 Whitaker introduced the newest PRPL staff member, Megan Dempsey. She will be handling the front office operations.
- Mike said the Billings Mustangs made a request to the department to have the dugout padding at Dehler replaced. Cost is around \$3745.

The Dehler Park committee, which includes Chairman Rick DeVore, Mustangs Manager Gary Roller, and a staff member from this department, has the ability to approve any needed repairs of up to \$10,000. Anything above that amount

would have to go before City Council for approval. Mike said the committee has met to discuss the request and has gone ahead and approved the purchase for the padding.

Funds to pay for the padding will come out of the maintenance fund. He said Park Superintendent Jon Thompson is working with Gary to make it happen.

- Mike announced that City Council will hold a BBQ for all board and commissions members, including their spouses. It should be held later this summer.
- Mike asked Park Superintendent Jon Thompson to talk about Arbor Day. Jon said Arbor Day was held on May 8<sup>th</sup> at Riverfront Park. He said was 160 volunteers and over 400 students from various schools participate.

Students went to various educational booths learning about plants, trees, insects and water. Volunteers helped with tree planting, landscaping and putting in park benches.

Special guest speakers at the Arbor Day Tree Planting Ceremony included, Mayor Tom Hanel, School District 2 Superintendent Terry Bouck, PRC Board Chair Rick DeVore and PRPL Director Michael Whitaker.

### **III. PUBLIC/BOARD COMMENT**

None

### **IV. NEW BUSINESS**

#### **A. Proposed FY2016 Budget:**

Mike Whitaker presented the PRPL proposed FY16 budget. A copy of the budget is included in the board binder.

Chairman DeVore asked for an action to recommend the PRPL FY16 for approval to Council. ***Board member Tom Rupsis made a motion to send the PRPL FY16 budget as presented by Mike Whitaker to City Council for their approval on May 27th. Board member Lew Morris seconded. On a voice vote, motion passed.***

### **V. OLD BUSINESS**

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

Mark Jarvis said the equipment should be shipped mid-June and installed the first part of July.

#### **B. South Park Sprayground:**

Mark Jarvis said we are still working with CTA for the location of the pad. They presented 3 site options.

The first is the Historic Location, which is the former site of the old wading pool.

The second is near South Pool. The last location is the Linking Site.

Mark said the input he has received from the South Side Task Force and Ward 1 Council Members is that they favor the Linking Site.

*Chairman DeVore asked for action to recommend a site location to City Council. Board member Lew Morris made a motion to recommend approving CTA Linking Site to City Council. Board member Marcia Clausing seconded. On a voice vote, all were in favor and the motion passed.*

**C. Castle Rock and Pioneer Park Tennis Courts:**

Mark Jarvis said the plans and specs will go out for bid in the next day or two.

**D. Pioneer Park Playground Replacement:**

Mark Jarvis said we should know when the equipment will be shipped by the end of the week. He said that as soon as both South and Pioneer playgrounds are installed there will be a grand opening ceremony.

**E. Centennial Park Master Plan Update:**

Mark said he is working with the consultant on the preferred plan. We should have a concept to review internally sometime next week. The final concept will be brought back to the board for their review hopefully in June.

**F. Animal Control Ordinance:**

Mark Jarvis said the Animal Control Board is looking at updating the animal control ordinance. He said he is anticipating this could take 4-6 months.

He said they are recommending allowing dogs on leash in city parks.

## **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:

- We are at 42 lifeguards. We need at 50 to cover both pools and wading pools.
- Advertising bill boards are up and located at various places around town.
- April was a good month for signups on kids programs.

**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:

- Everything is early this year including opening restrooms, park maintenance mowing, and watering.
- Currently have 45 seasonals hired. Many are returnees.

**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. In addition, Lee said staff is getting the Cemetery ready for Memorial Day, May 25<sup>th</sup>. There will be a Memorial parade at 9:45am followed by Memorial Veterans Service at 10am.

**VII. ADJOURNMENT**

1:00 pm