

## MEETING MINUTES

**RECORDED BY:** Melonie Trang

**MEETING PURPOSE:** PRC Board Meeting

**MEETING DATE:** April 8, 2009  
Zimmerman Center



**ATTENDEES:** PRC Board Members:  
Tom Iverson, Margy Bonner, Wanda Walker, Rick DeVore,  
Catherine Grott, Todd Royal, Darwin George, Gary Gray

PRPL Staff Members:  
Mike Whitaker, PRPL Director  
Jon Thompson, Park Superintendent  
Joe Fedin, Recreation Superintendent  
Lee Stadtmiller, Cemetery Superintendent  
Mark Jarvis, Park Planner

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### I. MEETING CALLED TO ORDER

Chairman Tom Iverson called the meeting to order at 11:35 am.

#### A. INTRODUCTIONS

Those from the public in attendance were: Randy Bishop, Gary Roller, Brad Zimmer, Jeff Bollmen, Jolene Reich, John Weber, Don Roden

#### B. APPROVAL OF THE MARCH 11, 2009 MINUTES

*March 11th meeting minutes were presented for approval. Board member Margy Bonner made a motion to accept the minutes as presented to the Board. Board member Rick DeVore seconded. On a voice vote, the motion to accept the minutes was unanimous.*

#### C. ADDITIONS TO THE AGENDA

No additions

### II. DIRECTORS REPORT – Mike Whitaker

- Mr. Whitaker said South Park wading pool will not be opened this year. The pool is in desperate need of repairs and it would not be cost effective to do those repairs based on the shape that it is in. He said Council has been made aware of the situation and they have agreed to look into funding to have it removed.
- Mr. Whitaker said he along with Joe and Kory have given their recommendations for the heights pool project aquatic consultant to the Better Billings Foundation.
- Mr. Whitaker said department staff and selected PRC Board members are continuing exploring other funding sources for this organization. He said they have discussed a possible levy with Finance Controller Pat Weber. They hope to have the

cities legal department and City Administrator at the next funding meeting to get their input.

- Mr. Whitaker introduced Jody Lafko, Bob Wilson's daughter to give a presentation on the bronze sculptures and memorial plate for the *Bob Wilson Memorial Plaza/Corporate Area*. Ms. Lopco showed a picture of a bronze cast of two pieces; Mr. Wilson's arm and torso. She said they hope to have the unveiling of the bronze June 23<sup>rd</sup>. Mr. Whitaker said funding for the sculptures came directly from family and friends of Bob.
- Mr. Whitaker said the results from the city wide survey done awhile back showed a 75% approval of a city wide park maintenance district.

### **III. PUBLIC COMMENT**

None

### **IV. UNFINISHED BUSINESS**

#### **A. Sahara Park Master Plan:**

Park Planner Mark Jarvis stated the Sahara Park Master Plan has passed through City Council with request for two revisions; lower the time to come into agreement with the Better Billings Foundation on a heights pool from a year to six months and strike any reference to a library on the site. The plan has been updated with those revisions.

Mr. Jarvis said they will be meeting with the Better Billings Foundation to work out an agreement. The agreement will protect the interest of the city in regards to utilizing parkland and address operation of the facility.

#### **B. Parks and Recreation Needs Assessment:**

Board member Catherine Grott said approximately 30 RFP's for a consultant went out with only seven replying. She said the needs assessment committee reviewed the replied bid proposals and made the decision to go with MLL out of South Carolina.

#### **C. Centennial Park Lease:**

Mr. Whitaker said the City Administrator has expressed her support in sending a letter to The Billings Amateur Hockey League notifying them that the department is considering not to renew their contract. He hopes to have the letter done within the next month.

### **V. NEW BUSINESS**

#### **A. Mustangs' Use Agreement/Contract Forms Approval:**

Copies of the updated Mustangs Use Agreements/Contracts were sent to all board members for review. Mustang manager Gary Roller was in attendance for the Board meeting to answer questions.

- Board Chair Iverson asked if the prices for MSU-Billings (MSU-B) and the Legion were the same as last year. Mr. Roller said they did not charge

the Legion last year because they played only 5 games at the park and MSU-B didn't play any games there.

- Board member Gary Gray commented that the prices for MSU-B were significantly higher than the year before. He said the year before last MSU-Billings paid \$250 per day for two games and now its \$450 per day for two games. Mr. Roller commented that he wanted to clarify previous year's costs. He said in 2007 MSU-B played 10 days at Cobb Field and paid the Mustangs \$2,500 and paid the city another \$1,000 which brings the amount of \$350 per day not \$250.
- Board member Darwin George noted that the services that MSU-B is receiving is different from the Legion and yet the price for both groups is the same. Mr. George asked if it had to do with concessions. Mr. Roller said concessions are in addition to the operation of the park. He said they have a separate agreement with the Legion for concessions because the Mustangs operate the concessions for them; they do not do that for MSU-B.
- Gary Roller expressed that he felt the fees were accurate and reasonable.
- Several concerns and questions arose on the fees if they were reasonable and accurate. The Board expressed that this year's costs should be tracked before changing or increasing costs.
- Mr. Whitaker reiterated what Board member Margy Bonner brought up about the intent of the agreement with the Mustangs was to make sure that all user groups of the stadium could afford to use the facility.

Following further discussion of the agreements, Director Mike Whitaker requested an action for approval or disapproval of the agreements. *PRC Board member Rick DeVore made a motion to recommend the Billings Mustang Agreements as presented to the Board be sent to City Council with the user rate fees for MSU-Billings and Legion be set at what they were last year; \$350 for a doubleheader - \$250 single game. Mr. DeVore also added that the City of Billings make a request for the Mustangs to better track costs during the 2009 games and prepare a report.*

*PRC Board member Rachel Cox seconded the motion. PRC Board member Gary Gray abstained. All members were in favor except for Mr. Gray.*

#### **B. Skyview Ridge Master Plan:**

Jeff Bollmen of the State Department of Natural Resources and Conservation talked about developing state school land west of Castle Rock Middle School. Mr. Bollmen made a presentation on a park master plan for the entire development of approximately 50 acres of pasture/natural land.

Board member Margy Bonner moved that the Board forward the Skyview Ridge Master Plan to City Council with the recommendation for approval. Board member Rick DeVore seconded. All were in favor, motion passed unanimously.

**C. Maintenance Services Provided to User Groups:**

Park Superintendent Jon Thompson gave a PowerPoint presentation on the maintenance services provided by the department to user groups. (Copy of the presentation is included in the board packet.) The presentation showed over all the amount of hours and costs for services supersedes the amount of costs charged and received by the user groups. Board expressed that they were unaware of the costs and hours provided by the City and would like this information given to the public.

**D. Cemetery Fee Adjustments:**

Cemetery Superintendent Lee Stadtmiller presented to the Board cost adjustments to the cemeteries fees. (A printed copy of the fee adjustments is included in the board packet)The Board reviewed the increased fees. It was expressed that the fee increase was reasonable. *Board member Rachel Cox made a motion to recommend the Cemetery fee increases as presented be sent to City Council for approval. Board Chair Tom Iverson seconded. The motion passed unanimously.*

**E. Billings Softball Association's Request to Sell Alcohol at Stewart Park:**

John Weber of the Billings Softball Association presented a letter requesting the sale of alcohol at Stewart Park during softball games. (A copy of the letter was included in the board packet) Reasons for the request are due to the increased problems of alcohol being brought into the park and underage drinking during the games. Mr. Weber hopes with the sale of alcohol by the Billings Softball Association and security personal it would cut down on the current problems.

Mr. Whitaker said he has spoken with the cities legal department and the city clerk in regards to who provides the authority for approval of this letter to sell alcohol. He was informed that whatever recommendation the Board gives will be sent to the City Administrator and then it will be discussed from there if it goes before City Council for approval or disapproval.

Following further discussion Mr. Whitaker made a request for action. *Board member Rachel Cox made a motion that the Board accept the Billings Softball Associations recommendation to sell alcohol as stated in their letter be sent to City Administrator Tina Volek for approval. Board member Gary Gray seconded. All were in favor, motion passed unanimously.*

**VI. DIVISION UPDATES**

**A. Recreation Division-Recreation Superintendent Joe Fedin:**

Update report was passed out at meeting.

**B. Park Division-Park Superintendent Jon Thompson:**

Update report was included in the board packet.

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

Update report was included in the board packet.

**D. Cemetery Division- Cemetery Superintendent Lee Stadtmiller:**

Update report was included in the board packet.

**VII. ADJOURNMENT**

*Meeting adjourned at 2pm*