

**MEETING MINUTES**

**RECORDED BY:**

Melonie Erickson

**MEETING PURPOSE:**

Monthly PRC Board Meeting

**MEETING DATE:**

March 14, 2007

PRPL Office, Billings Community Center



**ATTENDEES:**

PRC Board Members:

Denis Pitman, Tom Iverson, Dick Deis, James Strecker, Rachel Cox, Mary Fitzpatrick, Margy Bonner, Wanda Walker

PRPL Staff Members:

Mike Whitaker, PRPL Director

Mark Jarvis, Park Planner

Lee Stadtmiller, Cemetery Superintendent

Joe Fedin, Recreation Superintendent

Gene Blackwell, Parks Superintendent

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**I. MEETING CALLED TO ORDER**

Chair Denis Pitman called the meeting to order at 11:30 am.

**A. APPROVAL OF FEBRUARY 14, 2007 MEETING MINUTES**

The PRC Board reviewed the February 14<sup>th</sup> minutes. An error was noted in regards to having the word Mustangs in parenthesis when next to or in replacement of the word *Billings Pioneer Baseball Club*. ***A motion was made to approve the corrected February 14th, 2007 meeting minutes. Motion was seconded. All were in favor and the motion carried.***

**B. ADDITIONS TO THE AGENDA**

Denis Pitman made a request to move the Cemetery Division report before the Ballpark Project Update.

Wanda Walker made a request to make a comment on the Billings Bench Water Association (BBWA) liability issue.

**II. PUBLIC COMMENT**

There was no public comment.

**III. CEMETERY DIVISION REPORT**

Lee gave an overview of his division report included in the Board packet.

The last weekend of March and the first weekend in April Harvest Church will be providing 200 volunteers along with some equipment; a loader, dump truck, shovels and rakes, for the leveling and re-sodding of the 2,000+ graves that have sunken in. The dirt, fertilizer, grass seed and additional equipment will be provided by the cemetery. Lee along with two teamsters and two Seasonals will be on hand to assist.

## IV. UNFINISHED BUSINESS

### A. BALLPARK PROJECT UPDATE

#### a. Project Report (Attachment A)

Mike reported the demolition of Athletic Pool will begin Monday, March 19<sup>th</sup>. The excavation bid will be going out soon. A presentation on the progress of the project will go before City Council on March 19<sup>th</sup>.

Margy Bonner reported the Steering Committee spoke with Tom Tingle from HNTB Architects on March 13<sup>th</sup> to discuss the elevations of the field and the location of the footings for the skyboxes and community room. (A copy of the power point presentation from the meeting is included in the March 14<sup>th</sup> Board packet.)

The current elevation of the field shows about a five foot difference. The lowest point is at 100' and located at the lower right hand side of the field along the first and 2<sup>nd</sup> baseline. The highest point is at 105' and is between the 2<sup>nd</sup> and 3<sup>rd</sup> baseline. HNTB will continue to work on elevations and give a final report back to the Steering Committee.

The Steering Committee has made the decision to include the footings for the skyboxes in the final design and to accept skybox design schemes 3-4. (For a picture of the design schemes, refer to the March 14<sup>th</sup> Board packet, Attachment A) It was noted to the Board the skyboxes and the community room were not included in the bond issue but would be bided as an alternative.

The Operations Agreement for the new ballfield is still under discussion with the Bond Council. They have not completed the set-up of the parameters for the agreement.

Discussion is underway on the various options for replacing Athletic Pool. One suggestion was made to use the pool at MSUB until a new pool was built but due to the current state law, all colleges and universities pools and exercise rooms must only be used by students and faculty. Further evaluation of the law is needed before a final decision is made.

#### b. Ground Breaking

The Ground Breaking Ceremony for the new ballfield at Athletic Park will be held on March 21st. A handout with the scheduled events was passed out to the PRC Board for review. (A copy of the schedule is included in the March 14<sup>th</sup> board packet)

Dana Jefferson, PRPL Senior Office Assistant reported approximately 165 invitations have been sent and she has received several calls back to RSVP.

The Western Heritage Center has teamed up with Parks and Recreation to celebrate the new ballfield in conjunction with the City Of Billings 125<sup>th</sup> Anniversary. They will be hosting the reception following the ground breaking and do a presentation on the history of baseball in Billings.

Former players from the Mustangs, Legion, Royals, and MSUB “*Billings Hometown Heroes*” will be present at the reception for a ball signing. Tom Tingle of HNTB Architects will be present to give an update on the design of the stadium along with several other speakers including PRC Board Chair Denis Pitman.

## V. NEW BUSINESS

### A. Mustangs 2007 Management Agreement:

The PRC Board reviewed a copy of the 2007 Management Agreement with the Mustangs. Several Board members expressed concerns with the agreement in regards to; the clarification of the legal name on the agreement which currently shows “Mustangs” as the legal name instead of “The Billings Pioneer Baseball Club”, adding a penalty clause for rent not paid by a set due date, providing a complete YTD financial report from both the Mustangs and Booster Club and clarifying who/what the Booster Club is. The current agreement does not include those items and should be considered as part of the agreement. *A motion was made to table any action until all the legal information, limits and facts were provided regarding the concerns. The motion was seconded. All were in favor and the motion was carried.*

### B. Harvest Church Compassion Weekend Park Projects:

The PRC Board reviewed a letter sent by Harvest Church requesting to serve the City of Billings Parks Department with a “*Compassion Weekend*” on March 31<sup>st</sup> and April 1<sup>st</sup>. (A copy of the letter is included in the March 14<sup>th</sup> PRC Board packet) As stated in their letter they are willing to donate time, labor and supplies to do repair work and maintenance at the following Parks: Riverfront, Central, South, Rimrock West and Castle Rock and also level and re-sod the sunken graves in Mountview Cemetery at no cost to the city. Total value of the project is estimated at \$60,000. *A motion was made to send the staff report for the “In-Kind Volunteers and Materials Donations from Harvest Church” including all attachments to the March 26<sup>th</sup> City Council meeting for approval. Motion was seconded. All were in favor and the motion was carried.*

### C. Soccer Groups Funding for a Seasonal Position for Amend Park:

The PRC Board reviewed information provided on the Amend Park maintenance position. As stated in the agreement between the Billings Amend Park Development Council (APDC) and the City of Billings, the APDC will be responsible in providing the funding for the position. The person accepting the position will be employed by the City of Billings Parks, Recreation and Public Lands department. The position is seasonal (approximately six months) and full-time. *A motion was made to send the staff report “Soccer Groups Funding for*

*a Seasonal Position for Amend Park” including all attachments to the City Council for approval. The motion was seconded. All were in favor and the motion was carried.*

**D. Billings Bench Water Association (BBWA):**

Mike will be meeting with the BBWA on March 27<sup>th</sup> in regards to the liability issue and other concerns. He will report back at the next PRC Board meeting the details of that meeting.

Wanda Walker made a comment that the agency she works for is the second largest power deliverer in the country as well as major water deliver for agricultural purposes. This agency does not shut down if a body is found in the water. She is willing to do more research on this subject if it would help our case in regards to the liability issue.

**VI. DIRECTORS REPORT**

Mike reported Public Works is considering purchasing property owed by Brian Curtis adjacent to Swords Park. Brian’s reason for selling the property is he is unable to cover the cost to bring irrigation to the property and with it being directly in line with the traffic flow to and from Swords Park, it has given people access into his property.

The property is about 57 acres and includes 8 lots. Black Otter Trail runs through the lower right hand corner of the property.

If Public Works should purchase the property, it would belong to the City Of Billings and it would be operated as a city park.

*Comment Regarding Swords Park:* The Park has been receiving a lot more use. Would like to see more trash cans and plastic bag dispensers along the trail.

**VII. DIVISION UPDATES**

**A. Recreation Division:**

Joe gave an overview of his division report included in the Board packet.

*Website Updates:* Additions to the PRPL website include; more links, stadium groundbreaking, and Par 3 Golf Course. Upcoming additions will be the adult basketball brackets and the summer brochure.

*Amend Park Maintenance Group:* Picnic tables and 20-25 trees will be added to Amend Park. The plan to do the cross-connection of irrigation and water supply lines as discussed at the last Board meeting has been changed. Public Works informed Parks and Recreation not to do the cross-connection. They suggested connecting a line to the city water line off Bench Boulevard. Currently, water is supplied by the ditch that runs adjacent to the park. The use of the ditch is unreliable. PRPL will be setting up a meeting with Public Works to discuss the issue further.

*Park Use Permits:* Joe has been informing all park use permit applicants on the 1.5 million insurance coverage required by state law. In the past it has not been required to purchase the 1.5 million coverage. Applications have been accepted with only a one million liability coverage. Most of the groups have been accepting of the new requirements. The City of Billings is planning on purchasing a \$2 million special event general liability insurance policy that will be available for groups to have the option to purchase. The policy has a deposit annual premium of \$2,075. Each event interested in utilizing this policy will pay for coverage based on attendance of their event. The event premium will be credited against the deposit. When the accumulated event premiums exceed the deposit amount made by the City, the City will forward the funds to the insurance company.

**B. Park Division:**

Gene added nothing to the Park Division report included in the Board packet.

**C. Park Planning Division:**

No Park Planning report was included in the Board packet. Mark commented they are working on finalizing the agreement with the consultants for the irrigation for High Sierra, Olympic and Harvest Parks.

**VIII. ADJOURNMENT**

The meeting was adjourned at 12:40 pm.