The meeting of the Parks and Recreation Advisory Board was called to order at 5:30 pm on Thursday, April 12, 2018 with the following members present: Chairman Karen Olson, Shon Hanczyc, Greg Oleson Domico Rodriguez and Brett Lawlor. The following members were absent: Tom Whillock and Lynn Paulson. Also present were Parks and Recreation Director Jeff Biegler, Park Division Manager Scott Anderson, Recreation Division Manager Doug Lowe and Administrative Coordinator Jeri Taton.

Public Comment
No public comments were made.

Minutes
Motion was made by Oleson, seconded by Lawlor and carried to approve the minutes of March 8, 2018 as presented.

Agenda
The Agenda was approved with the addition of the Adopt a Park Program as Item No. 4a.

Liaison Reports
Biegler reported that the Urban Wildlife Committee did not meet.

Anderson reported that the Urban Forestry Board met on Wednesday and reviewed the tree ordinance to see what needs to be updated. The Board also discussed the Arbor Day Celebration which will happen later in the spring at Rushmore Little League Complex. The late date will allow more kids and the general public to participate in the planting of trees in this area. The upcoming Tree Care Workshop was also discussed. The workshop is scheduled for April 27th from 8:00 am to Noon and will be held at the Outdoor Campus on Sturgis Road. This event is free to the public but registration is requested so that staff can plan for the correct number of participants.

Biegler reported that Beautification Committee met last week and discussed street reconstruction projects on W. Omaha and West Chicago Streets.

Adopt-a-Park Program
Biegler explained that the Department has had an Adopt a Park program for some time but hasn’t had a lot of participation in recent years. Staff has updated the application and will make contact with the list of organizations on file in an attempt to rejuvenate the program and increase public participation. A copy of the program was distributed to the Advisory Board members for their information.

Black Hills Bandits Hockey League
Recreation Division Manager Doug Lowe explained that the organization staff has been working with to bring a hockey program to the Roosevelt Ice Arena has undergone some changes and they are now working to create a team in the Western States Tier 2 Hockey League. This league will be for individuals between 16 and 20 years of age. The organization wants to use the Roosevelt ice Arena as their home base for practices and home games. Since most of the participants will either be in high school or college, this league will play all
games on weekends. The season runs from the end of September through March and includes 13 home games and 13 away games. The Ice Arena will benefit financially from lease revenue, concession sales and a portion of beer sales. Lowe added that staff will be submitting an application for a Conditional Use Permit to allow beer sales at the ice arena. He added that beer will only be sold during league games, adult hockey league games and perhaps curling events.

Rodriguez asked if other organizations or activities at the Ice Arena will be displaced if the new league becomes a reality. Biegler stated that all the other users of the ice arena have been contacted and staff will work to schedule accordingly. Hanczyc expressed concern about this program playing on the same dates as the Rush Hockey league. Biegler stated that they will not be playing on the same nights as the Rush. Oleson stated that he supports the proposal to increase revenue at the ice arena.

**Farmers Market**
Biegler explained that the Black Hills Farmers Market moved to the location on East Omaha Street in 2017 for a one year pilot program to see how it would work. It went great and the vendors seem to love that location. They have requested approval to operate at this location for 2018, 2019 and 2020. This request will be submitted to the Public Works Committee and City council for official approval. Motion was made by Rodriguez seconded by Lawlor and carried to approve the request from the Farmers Market and recommend that it be approved by the City Council.

**Urban Forestry Board Appointments**
Motion was made by Oleson seconded by Hanczyc and carried to re-appoint Victor Gust and Marcus Warnke to the Urban Forestry Board for three year terms to expire on December 31, 2020.

**Director’s Report**
Lowe reported that the Summer Program Guide is available online. He noted that this is the first year that the brochure will not be printed, it will only be online.

Lowe also reported that the Parks and Recreation Department will be hosting the 2019 SD Parks and Rec Conference which will be held October 1-3 at the Holiday Inn. More information will be available in the coming months.

All the programs for recreation, ice and aquatics are doing very well and Lowe noted that our staff has worked hard to increase numbers for all activities.

Lowe stated that the restroom construction project at Meadowbrook Golf Course is nearly complete. This facility will include a restroom and starter shack. Trees had to be removed for the project, however new trees will be planted over the next few years.

Anderson reported that staff is very busy getting all the irrigation and restroom facilities ready for the summer season. Andy Bernard will be heading up the mowing operation this summer and he has mapped the routes staff will use to mow approximately 1200 acres of parkland. The greenhouse is in full swing with seeds that were planted and plugs will be coming in soon.
Anderson also noted that several staff members attended a playground certification course in North Dakota and the result is that our Department has one additional certified playground inspector. He noted that the certification process is very difficult and is based on national standards. Anderson stated that it is good to have staff go through this process which makes everyone aware of the standards that we need to follow.

Anderson also noted that the cemetery improvement project is proceeding and bids will be opened on May 15th. The components of the project include irrigation, roads and a cremation site.

Oleson asked if golfers would be able to pay green fees at the starter shack. Lowe stated that this wouldn’t be viable at the present time because we would have to have another point of sale location. Oleson also asked if there were plans to widen the bike path. Anderson explained that most of the pathway is 8’ but it is expanded to 10’ when impacted by other projects or changes that are made.

Biegler reported that the Robbinsdale Imp. Project is progressing and he urged Advisory Board members to go out and take a look at how this area has changed. He added that the track designer for the new BMX track is in town for a couple weeks to work on that project. There is a new building being constructed at the BMX track for office space and concessions.

Biegler also reported that staff has received authorization to bid a project to asphalt the parking area at Braeburn off-leash area. Hopefully this will be completed by the end of July and will greatly improve the area.

As there was no further business, the meeting adjourned at 6:40 PM.