The meeting of the Parks and Recreation Advisory Board was called to order at 5:30 pm on Thursday, March 10, 2016 with the following members present: Chairman Nick Stroot, Karen Olson, Greg Oleson and Shon Hanczyc. The following members were absent: Rick Askvig, Chuck Tinant and Domico Rodriguez. Also present were Parks and Recreation Director Jeff Biegler, Parks Division Manager Lon Van Deusen, Recreation Division Manager Doug Lowe, Parks Maintenance Chief Scott Anderson, Landscape Designer Alex DeSmidt, Urban Forester Andy Bernard, and Administrative Assistant Jeri Taton.

Public Comment
No public comments were made.

Minutes
Motion was made by Olson, seconded by Oleson and carried to approve the Advisory Board Minutes of February 11, 2016 as presented.

Agenda
Motion was made by Hanczyc, seconded by Olson and carried to approve the Agenda with the following addition:

1. Appointment of Victor Gust to the Urban Forestry Board

Liaison Reports
Van Deusen reported that the Urban Wildlife Committee met last week and one of the main discussion items was the issue of trapping with the City limits. Staff will be meeting with a representative from the City Attorney’s Office in the near future to continue the discussion on this item.

Cathy Robeson reported that the Beautification Committee met last week and reviewed their list of projects. The Dinosaur Park improvements were discussed as well as the use of the Stearns grant funding. Also, Scott Engmen from Habitat for Humanity gave a presentation about the development planned for the old Garfield School site in north Rapid City.

Approval of Bylaws for Urban Forestry Board
Motion was made by Oleson and seconded by Olson to approve the Bylaws for the Urban Forestry Board. Urban Forester Andy Bernard noted that the major change was an update to the dates included in the bylaws. Upon vote being taken, the motion carried unanimously.

Motion was made by Hanczyc seconded by Oleson and carried to approve the appointment of Victor Gust to the Urban Forestry Board.
**Update on Dinosaur Park Master Plan**
Tanya Olson from Tall Grass Landscape Architecture gave a presentation to the Advisory Board on the status of the Dinosaur Park Master Plan. This is the Schematic Design Phase and it is 35% complete. Landscape Designer DeSmidt explained that the city could take the master planning further and build on the Skyline Wilderness Area amenities and the Scenic Byway to improve this area of the City. He added that one of the goals of the project is to provide universal access to Dinosaur Park which expands on ADA access to include people with strollers, the visually impaired, basically everyone. This process has established that providing universal access can be done and the city now has an estimated budget for the project. That is all that will be done at this time. The City has the information necessary to present during the next round of Vision funding.

**Lease with TKRS Properties LLC**
Kurt Solay was at the meeting representing the property owners. They have applied for the necessary permits from the City including a Conditional Use Permit which is processed through the Planning Commission. The proposed lease will go to the Public Works Committee and then to the City Council for final approval. Motion was made by Olson seconded by Hanczyc and carried to recommend approval of the Lease Agreement between the City of Rapid City and TKRS Properties, LLC relative to construction of fence behind Time Square Plaza.

**Memorial Bench - Larry Amburn**
The next item on the agenda was first reading on a request from Patricia Amburn for a Memorial Bench to be located near Canyon Lake in honor of Larry Neil Amburn. Motion was made by Oleson, seconded by Hanczyc and carried to approve first reading. Second reading on this request will be at the April Advisory Board meeting.

Strood commented that at some point the park system will have enough benches and we will have to stop approving requests for memorials. Hanczyc concurred. Strood suggested that staff prepare a report on the number and location of the benches throughout the park system. Then a decision can be made on how many benches are needed and where they should be located. Once those locations have been filled, no additional benches will be allowed. Perhaps the city can allow people to pay for a bench in honor of someone, but the City will decide where it goes. Olson stated that she doesn’t feel it is appropriate for our park system to become a cemetery with memorials. Staff will provide a report on the benches located in the park system at the next meeting.

**Parks and Recreation CIP Five Year Plan**
The proposed Parks and Rec CIP Five Year Plan was presented for the Board’s consideration. Staff went through each project proposed for FY2017 through FY2021. Biegler also noted that changes have been made to the Facility Partnership Program to make it available to all organizations. Staff has met with each organization and identified what projects are needed in the next five years. The information provided during these meetings will be used to determine what projects are funded from this line item each year. Biegler also noted that the annual amount was increased from $50,000 to $100,000. Motion was made by Oleson, seconded by Olson and carried to approve the Parks and Recreation CIP Five Year Plan as presented by staff.
**Director's Report**

Biegler reported that quotes were received for another phase of the headstone realignment program at the cemetery. Craig Nichols has issued a Notice to Proceed on the project and they will be concentrating on the veteran section to align the headstones and straighten the rows as much as possible.

The new Horace Mann Pool will open for use this summer at the end of May. Van Deusen added that major improvements were also made to the playground area and baseball field in Horace Mann Park.

The next meeting of the Parks and Recreation Advisory Board will be held on Thursday, April 14, 2016.

As there was no further business, the meeting adjourned at 7:10 PM.