

DRAFT

BEAUTIFICATION COMMITTEE MEETING

April 6, 2017

7:30 A.M.

The meeting of the Beautification Committee was called to order on Thursday, April 6, 2017, at 7:30 a.m. with the following members present: Chairman Steve Doshier, Cathy Robeson and John Wrede. Absent none. Others present: Parks and Recreation Director Jeff Biegler, Parks Division Manager Scott Anderson, Landscape Designer Alex DeSmidt, Urban Forester Andy Bernard and Administrative Secretary Amy Graves.

A correction was made to the agenda to amend the approval of the minutes from January 5, 2017, to the approval of the minutes from the December 1, 2016, meeting. A motion was made from Robeson to accept the agenda as amended. Second by Wrede. Motion carried.

Minutes

A motion was made by Wrede to approve the minutes from the December 1, 2016 meeting. Second by Robeson. Motion carried.

Financial Report

The committee reviewed the financial report and the proposed staff recommendations.

Discussion was held on an invoice from Jolly Lane Greenhouse for a tree order for the Founders Park North Stearns Grant Funds and additional park locations. Bernard gave an update on the tree order and where the additional trees will be placed. Staff proposed a request to have the Beautification Committee pay the Jolly Lane invoice in the amount of \$21,025.00 using the \$15,000.00 Founders Park North Stearns Grant funds and \$6,025.00 from the committee's unencumbered funds. Discussion was held on the use of the unencumbered funds. A motion was made by Robeson to approve a payment to Jolly Lane in the amount of \$15,000.00 using the Founders Park North Stearns Grant funds. Second by Wrede. Motion carried. The remaining balance on the invoice will be paid with Parks and Recreation operation funds.

Staff made a recommendation to the Beautification Committee to transfer the West Chicago Street Stearns Grant Funds to the Parks and Recreation CIP funds for West Memorial Park. Discussion was held on concerns of moving the funds from the West Chicago Street project to the West Memorial Park project. DeSmidt offered a revised proposal to transfer the grant to the West Chicago Street CIP project funds. DeSmidt said the funds will be designated for beautification enhancements within the project. A motion was made by Robeson to transfer the West Chicago Street Stearns Grant funds in the amount of \$15,000.00 from the Beautification account to the Parks and Recreation West Chicago Street CIP project funds. Second by Wrede. Discussion continued on the clarification of the project and what the funds would be used for. Robeson called the question. A vote was taken and the motion carried.

Staff requested the committee to approve the transfer of the Robbinsdale Park Stearns Grant funds in the amount of \$10,000 to the Parks and Recreation CIP Funds for the Robbinsdale Park project. DeSmidt gave an update on the Robbinsdale Park project

DRAFT

stating that construction is expected to begin in September 2017 with the intention to be completed in May, 2018. DeSmidt explained that the transfer of these funds will allow him access to process payments in a timely manner throughout the project timeframe. The funds would be designated as beautification enhancement funds for the specific project. A motion was made by Robeson to transfer the Robbinsdale Park Stearns Grant funds in the amount of \$10,000.00 from the Beautification account to the Park and Recreation Robbinsdale Park CIP funds. Second by Wrede. Motion carried.

Staff recommended to transfer the West Memorial Park funds from the Beautification account in the amount of \$66,907.12 to the Parks and Recreation CIP funds. DeSmidt said that the City Council has approved the Public Works Department and Parks and Recreation Department to begin negotiations for the design work for the project. Access to the funds in the Parks and Recreation CIP funds will assist DeSmidt with budgeting for the project. A motion was made by Wrede to transfer the West Memorial Park funds in the amount of \$66,907.12 to the Parks and Recreation CIP funds. Second by Robeson. DeSmidt said that the committee will receive monthly updates on the progress of the project. Motion carried.

Discussion was held on the committee applying for 2017 Stearns Grant funds to designate to the West Memorial Project.

Project Updates

West Chicago Street (Stearns Grant, 2013, \$15,000)

DeSmidt said the project is scheduled for 2018/2019 and that he will provide additional information at the May meeting.

Founders Park North/Skyline Drive Overlook (2015, \$15,000)

Bernard said the trees will arrive soon for a spring planting. Trees will be placed on the north side of the bike path. DeSmidt is working on the removal of the foundation on the north side of the creek. DeSmidt said the concept plan for the north side of the creek has been completed by KLJ.

Robbinsdale Park (Stearns Grant, 2016, \$10,000)

DeSmidt said the plans have been completed with construction to begin in September and completion in May of 2018. The walking path will be resurfaced, the BMX field will be relocated and the Hammerquist field used by Harney Little League will be revitalized. The Robbinsdale Park Master Plan was approved by City Council on April 3, 2017.

West Memorial Park

The committee will have future discussions to consider applying for Stearns Grant Funds for the project.

Miscellaneous Project Updates

Mt. Rushmore Road - Phase I – III (DOT)

Scott Anderson has been attending the weekly update meetings for the Mount Rushmore Road project. Anderson reported that the contractor will be replacing dirt and seed in areas of Phase I. Discussion was held on irrigation and maintenance. DeSmidt said the DOT is responsible for locations where there is not a curb, the responsibility for the remaining areas falls on the property owner. Anderson said the irrigation for Phase II has been installed and the planting in the medians will begin around April 17th. The Phase III project will involve the Wilson Park area, the irrigation system will be reviewed to ensure that the system will be available during the summer.

Silver Street (DOT)

Anderson has been attending construction update meetings for Silver Street and will keep the committee informed on the progress of the project.

East Blvd

No update.

Parks and Recreation Board Meeting Update

The Parks and Recreation Board approved payment of the Stearns Grant Funds for Park Reforestation to Dakota Greens – Custer Greenhouse at the March meeting.

Other Business

DeSmidt gave an update on the plans for the Farmers Market to move to Omaha Street near Rapid Spa. Updates will be made to the area to improve street access, striping the parking spaces and filling potholes.

Doshier suggested that the Beautification Committee should contact the South Dakota School of Mines to receive a presentation on their Vison Fund Project. .

Robeson said she has contacted Jolly Lane Greenhouse to receive gift certification for the upcoming Yard of the Month awards. The first award will presented in June. Robeson asked to have the item placed on the May agenda.

Adjourn

Wrede made a motion to adjourn the meeting at 9:05 a.m. Second by Robeson. Motion carried.