The meeting of the Parks and Recreation Advisory Board was called to order at 5:30 pm on Thursday, January 12, 2017 with the following members present: Chairman Nick Stroot, Karen Olson, Shon Hanczyc and Greg Oleson. The following members were absent: Domico Rodriguez, Chuck Tinant and Rick Askvig. Also present were Alderman Jason Salamun, Parks and Recreation Director Jeff Biegler, Recreation Division Manager Doug Lowe, Parks Maintenance Chief Scott Anderson, Urban Forster Andy Bernard, Landscape Designer Alex DeSmidt and Administrative Coordinator Jeri Taton.

Public Comment
No public comments were made.

Minutes
Motion was made by Hanczyc seconded by Oleson and carried to approve the Advisory Board Minutes of December 8, 2016 as presented.

Agenda
The agenda was approved as presented.

Liaison Reports
Biegler reported that the Urban Wildlife Committee met and the main topic of discussion was the annual deer harvest. The City Council authorized harvesting 100 deer and staff is now waiting to get the tags from the State. The carcasses will be processed and the meat donated to the local food pantry. Sportsmen Against Hunger and Black Hills Sportsman have each donated $1,000 to help offset the costs of this program.

The Urban Forestry Board met this morning and the main topic of discussion was the Arbor Day Celebration. The Board also discussed the forestry plan for the city and the upcoming tree planting. Bernard stated that the Department will plant approximately 300 trees and shrubs this spring.

Biegler reported that the Beautification Committee did not have a quorum at their meeting. He asked everyone to spread the word that this committee is looking for two individuals interested in serving the community. They can contact the Parks and Recreation Office for more information. Future meetings of the Beautification Committee will include discussions on how they fit into the City’s Comprehensive Plan.

Special Event Process Ordinance
Biegler explained that Carla Cushman from the City Attorney’s Office has been working with staff to amend current city ordinances to allow for special event permitting. Ordinance 6153 entitled An Ordinance to Amend Provisions Concerning Permitting for Parades and Special Events by Amending Chapter 12.20 of the Rapid City Municipal Code includes those changes and will be presented to the City Council for first reading on January 17th. Biegler added that Chapter 12.20 of the City Code currently deals with parades and is being broadened to include various types of special events. Motion was made by Oleson seconded by Olson and carried to recommend approval of the proposed ordinance.
**Fair Board Land Use Agreement**
Biegler requested that the proposed Amendment to Land Use Agreement between the City of Rapid City and the Central States Fair Board be continued to the February meeting. Staff is still waiting to hear from the Fair Board on the proposed agreement. Stroot directed that this item be carried forward to the February Advisory Board meeting.

**Founders Park North Master Plan Update**
Landscape Designer Alex DeSmidt presented the Founders Park North Master Plan prepared by Kadmas, Lee & Jackson and went through the main points with the Board. He noted that Concept C allows the site to be utilized in many different ways that can be recreational, interpretive and reflective. He added that this site is very historic and has some interesting things that could be used for interpretive purposes. DeSmidt added that moving forward staff will have to meet with the Historic Preservation Commission and City Planning Commission for final approval on any development. This should be done prior to any budgeting or significant planning for this project. **Motion was made by Hanczyc seconded by Olson and carried to approve the Concept Plan for the Founders Park North project.**

**Park Use Regulations Ordinance**
A copy of Ordinance 6113 entitled An Ordinance to Amend Park Use Regulations by Amending Chapter 12.24 of the Rapid City Municipal Code was presented to the Board for consideration. Biegler explained that staff has been working to update ordinances that deal with parks and recreation for some time. The existing ordinance is very limited so staff has included items that are important for protection and use of our parks. Carla Cushman from the City Attorney’s Office was present to answer questions. Patti Martinson explained that she is involved with the organization that hosts the Pride Festival each year in Wilson Park. She asked how these changes will impact special events. Staff noted that the changes to the city ordinance will not impact the festival. Biegler noted that the location for the festival was changed for 2017 due to construction on Mt. Rushmore Road. No one seems to know when the electricity and water will be disconnected to the park so all events in 2017 are being moved. He added that the staff intends to be flexible with some of the requirements during the first year because we understand that some of the time frames may not be able to be met. Biegler noted that the issue of trapping is also included in the ordinance changes. **Motion was made by Olson seconded by Hanczyc and carried to recommend approval of Ordinance 6113.**

**Robbinsdale Park Master Plan**
DeSmidt presented a copy of the Robbinsdale Park Master Plan which was prepared by Stanley Design Group and Tallgrass Landscape Architecture. DeSmidt went through the document with the Advisory Board. The Master Plan will be presented to the Public Works Committee and City Council for final approval. Items identified in the Plan will be done as funding allows. Stroot noted that the public hearings on this project were very professionally done and he appreciates the process used for this project. **Motion was made by Olson seconded by Hanczyc and carried to recommend approval of the Robbinsdale Park Master Plan.**
Election of Officers
Stroot asked for nominations for the office of Chairman. Hanczyc nominated Nick Stroot. No other nominations were made. Motion was made by Hanczyc seconded by Oleson and carried that nominations cease and a unanimous ballot be cast for Nick Stroot.

Nominations were accepted for the position of Vice Chairman. Hanczyc nominated Karen Olson. No other nominations were made. Motion was made by Hanczyc seconded by Oleson and carried that nominations cease and a unanimous ballot be cast for Karen Olson.

Director’s Report
Recreation Division Manager Doug Lowe reported that staff at the golf course will be working to construct a restroom facility on the course this summer as well as re-doing some of the tee boxes.

Staff members from the Aquatics Division are reviewing the use agreements for the Swim Center to see if any changes are needed. The Winter Hockey League has started at the Ice Arena as well as figure skating lessons.

Lowe noted that there are a record 58 teams in the adult basketball league this year. The largest number of teams in previous years was 47. He commended Matt Brandhagen for the excellent programs he has been providing for the community. The increased participation in recreational sports leagues also highlights the need for additional gym space in the community.

Biegler reported that Parks Division Manager Lon Van Deusen retired on December 31st after serving the community for 41 years. Staff is now in the process of filling the position.

Van Lindquist commended Nick Stroot and Karen Olson for serving as Chairman and Vice Chairman of the Advisory Board. He stated that the public doesn’t acknowledge the dedication of the people who serve in these capacities.

The next meeting of the Advisory Board is scheduled for February 9, 2017.

As there was no further business, the meeting adjourned at 7:15 PM.