The meeting of the Parks and Recreation Advisory Board was called to order at 5:30 pm on Thursday, January 14, 2016 with the following members present: Chairman Nick Stroot, Karen Olson, Greg Oleson, Chuck Tinant, Domico Rodriguez, Shon Hanczyc and Rick Askvig. Also present were Parks and Recreation Director Jeff Biegler, Parks Division Manager Lon Van Deusen, Parks Maintenance Chief Scott Anderson, Landscape Designer Alex DeSmidt, Urban Forester Andy Bernard, and Administrative Assistant Jeri Taton.

**Public Comment**
Chairman Stroot welcomed Shon Hanczyc as the new member of the Parks and Recreation Advisory Board. Hanczyc explained that he has lived in Rapid City for 42 years and has been involved with coaching youth sports and other activities. His family uses the park and recreation facilities and he is looking forward to this challenge.

Patti Martinson informed the Board that she was contacted by a fellow citizen of Rapid City about the possibility of creating a labyrinth near Old Storybook Island or another location in the park system. She is currently working on the proposal and will submit it to the Advisory Board when it is ready.

**Minutes**
Motion was made by Askvig, seconded by Oleson and carried to approve the Advisory Board Minutes of November 12, 2015 as presented.

**Agenda**
Motion was made by Rodriguez, seconded by Olson and carried to approve the Agenda as presented.

**Liaison Reports**
Stroot noted that each of the Committees has an item on the agenda, so liaison reports can be handled when those items are discussed.

**Skyline Wilderness Area Land Acquisition**
Landscape Designer Alex DeSmidt presented a Memorandum of Understanding between the City of Rapid City and Skyline Drive Preservation, Inc. related to Land Purchase to Increase the Skyline Wilderness Area. He explained that this is an opportunity to purchase a portion of property that is adjacent to the Skyline Wilderness Area. The Skyline Drive Preservation Group has agreed to purchase the property and donate it to the City. DeSmidt added that staff has discussed many times the need to get pedestrian access to the SWA from St. Patrick Street and this property will provide that access. Roger Heacock, representing the Skyline Drive Preservation Group explained that they have a purchase agreement with the sellers and it is contingent upon city approval and acceptance of the property. Heacock added that they would like a quick turn-around of the sale to avoid having to pay any property taxes. Askvig asked about any maintenance issues for the property. Biegler stated that the benefits to owning this property far out weight any maintenance or problems that might be created.
Motion was made by Oleson seconded by Askvig and carried to approve the Memorandum of Understanding with Skyline Drive Preservation related to the purchase of property adjacent to the Skyline Wilderness Area.

**Memorial Bench – Eugene “Fuzz” Ewing**
Marci Ewing Maddux was present to address the application for a Memorial Bench to honor her father Eugene “Fuzz” Ewing who passed away in July of 2014. They would like the bench to be near Jackson Pond which is close to their family home on Lanark. The Pond was in constant use for bonfires, swimming, ice skating and fishing. The application also notes that the Ewings provided ice skates and fishing poles for kids in the surrounding area to use if necessary. The bench will include the following inscription: “Life is much easier with a sense of humor.” Stroot noted that this is first reading of the request and it will be on the February Advisory Board agenda for the second and final approval. Motion was made by Olson seconded by Oleson and carried to approve first reading of the memorial bench application.

**Trapping Within City Limits**
Biegler explained that the Chairman of the Urban Wildlife Committee submitted a letter requesting that the Advisory Board begin working on an ordinance that would prohibit trapping within the City limits. Currently there is no ordinance or law preventing individuals from trapping along the creek within the city limits. Parks and Recreation will be meeting with staff from the City Attorney’s Office in the near future to discuss park use regulations and this will be a good time to begin the process to develop regulations on trapping. Motion was made by Olson and seconded by Oleson to direct staff to work with the City Attorney’s Office and draft an ordinance dealing with trapping within the City limits. Upon vote being taken, the motion carried unanimously.

Van Deusen reported that the Urban Wildlife Committee also discussed the possibility of developing a control program for turkeys within Rapid City. The state is currently working on a protocol for this so more information will be available in the near future.

The annual Deer Management Program has been completed for 2016 and 100 deer were harvested. The carcasses were processed and the meat was donated to the local food pantry.

**Urban Forestry Board**
Motion was made by Olson seconded by Tinant and carried to appoint the following individuals to the Urban Forestry Board:

1) Marcus Warnke – 2 Year Term
2) Mark Herreid – 3 Year Term, and
3) Eric East – 3 Year Term

Biegler noted that the Board will continue to look for interested individuals to fill two additional positions on the Board. Urban Forester Andy Bernard reported that he has purchased a truck load of trees that will be planted throughout the park system in the spring. Also staff has completed removal of approximately 40% of the hazardous trees in the park system. He anticipates it will take another 3 years to complete this project.
**Beautification Committee**
Motion was made by Askvig seconded by Tinant and carried to re-appoint Kathy Robeson to the Beautification Committee for a 3 Year Term expiring on December 31, 2018.

**Prairie Market Fence**
Attorney Kurt Solay, representing TKRS Properties, LLC submitted a request to construct a fence behind Prairie Market. This would be a 6' chain link fence with privacy slats. DeSmidt noted that a portion of this property is leased from the City and used for a parking area. This will require that the lease be revised to include the specifics relative to the installation of a fence. He added that the property owners will have to apply for and receive all the proper permits from the City. Askvig spoke in favor of the project stating that it may improve the park areas at this location. Motion was made by Tinant seconded by Askvig and carried to recommend approval of the proposal.

**Canyon Lake Park Event Use**
DeSmidt explained that the Canyon Lake Chophouse has been converted from a restaurant to a resort area and is now used for large gatherings and events. The Department anticipates that requests for special events at this location will increase dramatically. An example of this is a current request from Austin Konold for a wedding reception on June 4th. In order to be able to set up a large tent for use at the reception, the applicants will have to apply for and receive the following permits:

1) Conditional Use Permit
2) Floodplain Development Permit
3) Temporary Use Permit, and
4) Special Event Permit

If the applicant wants to serve alcohol, they may also need to apply for a special alcohol license which requires approval from the City Council. If the special event proposes to occupy a public road or thoroughfare, approval is needed from the Police Department. In addition to the fees required for these permits, the time and application submittal process can be daunting. DeSmidt noted in a staff Memo that a significant number of events are held annually in Memorial and Founders Parks and the conversion of the Chophouse is anticipated to bring more special event requests proposing to place temporary structures in a park zoned flood hazard. He recommended that Parks and Rec staff work with other City departments on the issue of temporary structures in all parks zoned flood hazard district and review the approval and permitting process. He also recommended that the special event application submitted by Austin Konold be approved with the stipulation that all other necessary permits be obtained. Motion was made by Askvig seconded by Tinant and carried to direct staff to work with other City departments on the issue of temporary structures in all parks zoned flood hazard district and review the approval and permitting process. Motion was made by Askvig seconded by Rodriguez and carried to approve the Special Event Application submitted by Austin Konold with the stipulation that all other necessary permits be obtained.
Election of Officers
Nominations were opened for the position of Chairman. Oleson nominated Nick Stroot. Motion was made by Oleson seconded by Tinant and carried that nominations cease and a unanimous ballot be cast for Nick Stroot.

Nominations were opened for the position of Vice Chairman. Askvig nominated Karen Olson. Motion was made by Askvig seconded by Tinant and carried that nominations cease and a unanimous ballot be cast for Karen Olson.

Director’s Report
Parks Division Manager Lon Van Deusen reported that Parks crews finished removing Christmas decorations last week and will begin repairing damaged irrigation systems in Canyon Lake Park as soon as possible. The Urban Forester is removing hazardous trees throughout the park system and new plantings are being started in the greenhouse. Van Deusen also reported that slash piles are being burned in the Skyline Wilderness Area as weather permits.

Van Deusen also noted that the playground in Horace Mann Park is being done in coordination with the new swimming pool that will open in the spring. Staff is also looking into making repairs to the baseball field and irrigation systems in the area.

DeSmidt noted that staff will be applying for two tennis grants for each of the Sioux Park and Parkview facilities to help with the cost of resurfacing the facilities. He is currently working on the specifications for the resurfacing project which will be bid this spring.

Biegler added that work continues on the Robbinsdale Park Master Plan and the consultant had a good turnout at the public meetings. They will be giving an update on the project at the next Board meeting.

Also, Biegler noted that we will be scheduling a work session in February to discuss the CIP Five Year Plan. Stroot encouraged staff to schedule a tour of park and recreation facilities in the spring since we were not able to do one last fall.

The next meeting of the Parks and Recreation Advisory Board is scheduled for February 11, 2016.

As there was no further business, the meeting adjourned at 7:00 PM.