

**Minutes of the Park and Recreation Advisory Board meeting
March 19, 2020**

The meeting of the Park and Recreation Advisory Board was called to order by Chairman John Simpson at 3:33 PM via conference call.

Members joining the call were: Don Templeton, Heather De Boer, Jeff Hanig and Buddy Seiner. Also present was Director Tom Farnsworth, Recreation Superintendent Mindy Cheap and Commissioner Vona Johnson. Excused were Rachel Arbach, Aaron Fabel and Park Superintendent Thomas Moore.

Hanig moved, second by Templeton to approve the minutes of the February 20, 2020 meeting. Motion carried.

Seiner moved, second by Hanig to approve the agenda as presented. Motion carried.

Old Business

2020 Plan of Work –

Staff briefed the board on the 2020 plan of work for the year as of 3.11.20. A report detailing the projects and other tasks was sent to the board in advance for review. The board reviewed this and asked questions of staff. Seiner requested monitoring of the skate park to assure children safe use. Seiner asked for clarification on how the tunnels on capital creek trail were maintained. Superintendents Moore and Cheap have the responsibilities of scheduling staff and carrying out the work during the year.

ADA Sidewalk from Park wood to City parking lot –

Staff presented the quote for install of the new sidewalk as discussed from previous meeting. Lance Bertram reported to Farnsworth that Avera is willing to make a contribution for the sidewalk on their property and would like to partner on this new ADA addition. Estimated cost at 5ft. wide and 114ft. long x 4" depth was \$3,705.00 Farnsworth reported the Healthy Hometown grant received in 2019 could be used to support the funds for the project. Motion by Templeton, second by De Boer to approve of this addition and new project. Motion carried.

Memorial Park Bench request –

Farnsworth reported that Steve Dietz has requested to have a memorial park bench in honor of the late Kathy Fischer. Sponsorship cost would be \$250.00 and the park staff would oversee the install at one of the new bump outs on the new trail projects either at Steamboat or Griffin Park trail sites. Motion by De Boer, second by Seiner to approve this request. Motion carried.

New Business

Farnsworth gave a report of operations with the pending coronavirus threat. The City is following the directive of the Mayor and Governor and specifically the CDC guidelines. No parks or sports fields are closed at this time. Extra sanitation efforts are being made by park staff at appropriate contact points using CDC approved sanitation solutions. The aquatic center and library will be closing until further notice.

2021 Future project discussion and five year plan –

Simpson and Farnsworth asked the group to review the latest revisions in the 2021 projects and offered updates to the Division five year plan. A report detailing the projects was sent in advance to the board. The board discussed these and the project list will be worked on throughout the year with the goal of finalizing for the 2021 budget discussions by the City Administrator, Business Manager, Mayor and Commission.

The board was also briefed on the budgets for projects in the past two years and how this compared to a budget request in the upcoming 2021 budget. At the current time, the 2021 budget request is estimated at \$483,000 for project work and \$100,000 for equipment upgrades for a total request of \$583,000.00 Commission budget discussions will take place in August and finalized by end of September for the year 2021.

Simpson called on Recreation Superintendent Cheap for reports on activities. Senior citizen programming is going to be suspended until further notice due to the coronavirus threat. The March 14-15 state Special Olympics BB tourney in Pierre was canceled. With the closing of the aquatic center Cheap is doing maintenance on the pool to clarify water. No decisions yet on the summer recreation programs, Cheap will continue to plan and hire staff as needed.

Motion by Seiner, second by Hanig to adjourn the conference call at 4:25PM. Motion carried.

Respectfully submitted,

Tom Farnsworth, Director