



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

City Finance Office

300 Sixth Street
Rapid City, South Dakota 57701
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TO: Council Members LF103002-03
FROM: Jim Preston
SUBJECT: Board of Recreation
DATE: October 30, 2002

The Council had asked that I analyze the concept of creating a Board of Recreation or a Board of Parks and Recreation. I asked Jason Green and Cathy Druckrey to serve on a Task Force with me to create this issue paper.

Basic information

- Both types of boards are authorized under state statute.
- The scope of the board (number of members, criteria, authority) is established by the Council.

The following activities could be placed under a Parks and Recreation Board:

- Cemetery
- City Parks
- Swimming Pools
- Golf Courses
- Ice Rink
- Community Gyms
- Other recreational activities

The following activities could be placed under a Recreation Board:

- Swimming Pools
- Golf Courses
- Ice Rink
- Community Gyms
- Other recreational activities

The Council can create a **Policy Board** or an **Advisory Board**.

1. A Policy Board has the authority to make the rules, decide what is to be done, employ the people and in most cases allocate the money. A Policy Board would have a Department Director who works for the Board similar to the Civic Center and Airport Boards. The Board would select the Director with approval of the Council. The Mayor appoints members of the Board with approval from the Council.
2. An Advisory Board gives advice and counsel to the people employed by others to do the work. The advice can be taken or ignored. Sioux Falls has an Advisory Board. See attachment A. An Advisory Board could work with the current structure or a new Department could be created. An Advisory Board may be appointed by either the Mayor or the Council.

Attached are four organizational charts for your review:

- Attachment B is a Policy Making Board with a Recreation Department Director.
- Attachment C is a Policy Making Board with a Parks and Recreation Department Director.
- Attachment D is an Advisory Board for Recreation working with the Public Works Director.
- Attachment E is an Advisory Board for Parks and Recreation working with the Public Works Director.

Currently the Urban Forestry Board has authority over all (private and public) trees and shrubs. This would have to change if a Policy Board was created. A Policy Board would have authority over trees and shrubs in public parks and in the public rights-of-way.

If the Council decides to proceed with a Board, the following actions need to happen:

- Determine the type of Board (Recreations Board or Parks and Recreation Board)
- Determine level of authority of the Board (Policy Making or Advisory)
- Adjust funding sources
- Review and update job descriptions
- Determine number of Board members, rotation schedule and membership criteria
- Draft an ordinance
- Appoint Board members
- Develop By-laws

If you have any questions, please feel free to contact Cathy, Jason or myself.

cc: Mayor Munson, Cathy Druckrey, Jason Green, Dan Bjerke

ATTACHMENT A

PARKS AND RECREATION

§ 27-25

the parks when and where the director deems conduct dangerous or unduly interfering with another's use of the parks, such as but not limited to picnicking areas. A notice prohibiting activity within a specific area shall be conspicuously displayed setting forth which activity, conduct or games are restricted.

(Ord. No. 49-99, § 1, 4-19-99)

Sec. 27-16.15. Glass containers.

No glass beverage containers are permitted in any park.

(Ord. No. 49-99, § 1, 4-19-99)

ARTICLE II. PARK AND RECREATION BOARD***Sec. 27-17. Created.**

There is hereby created a park and recreation board for the city, to be known as the Sioux Falls Park and Recreation Board. The board shall act as an advisory body to the mayor in all executive and administrative matters, and to the city council in all policy making and legislative matters affecting the establishment, improvement, maintenance, regulation and management of a system of public parks, zoological parks, parkways, and boulevards and public recreation, playgrounds and children's parks in and for the city.

(Ord. No. 49-99, § 2, 4-19-99)

Sec. 27-18. Composition.

The park and recreation board shall be composed of seven members, each of whom shall be a registered voter of the city.

(Ord. No. 49-99, § 2, 4-19-99; Ord. No. 12-00, § 1, 2-14-00)

Sec. 27-19. Members holding elective office.

The members of the park and recreation board shall not hold any elective office in the government of the city.

(Ord. No. 49-99, § 2, 4-19-99)

*Cross reference—Administration, ch. 2.

State law references—Combined park and recreation board, SDCL 9-38-90.1 et seq.; recreation systems, SDCL ch. 42-2.

Sec. 27-20. Appointment.

The members of the park and recreation board shall be appointed by the mayor with the advice and consent of the city council.

(Ord. No. 49-99, § 2, 4-19-99)

Sec. 27-21. Terms.

The members appointed to the park and recreation board shall serve for five-year staggered terms. Such appointees shall hold office until their successors are appointed and qualified.

(Ord. No. 49-99, § 2, 4-19-99)

Sec. 27-22. Vacancies.

Any vacancy on the city park and recreation board shall be filled for the unexpired term of the member vacating such board in the same manner as is required for a regular appointment.

(Ord. No. 49-99, § 2, 4-19-99)

Sec. 27-23. Reserved.

Editor's note—Ord. No. 49-99, §§ 1, 2, adopted April 19, 1999, amended Arts. I and II in their entirety. Further, said ordinance deleted § 27-23 which pertained to qualification of members. See the Code Comparative Table.

Sec. 27-24. Officers.

At the first regular meeting of the park and recreation board in December of each year, the board shall elect from its number a president, a vice-president, and a secretary, each of whom shall serve until December 31 of the following year. The vice-president shall act in the absence or disability of the president. In case of death or retirement of an officer, a successor shall be elected immediately.

(Ord. No. 49-99, § 2, 4-19-99)

Sec. 27-25. Meetings, orientation.

The park and recreation board shall hold regular meetings at least once each month and as many special meetings as it deems proper. An orientation shall be provided for all members. The orientation shall include, but not be limited to chapters 27 and 12½ of this Code.

(Ord. No. 49-99, § 2, 4-19-99)

§ 27-26

SIoux FALLS CODE

Sec. 27-26. Quorum.

Four members of the park and recreation board shall constitute a quorum for the transaction of business.

(Ord. No. 49-99, § 2, 4-19-99)

governing the use of the city's public parks, swimming pools, and other facilities in connection therewith including the golf courses.

Sec. 27-27. Affirmative vote for action.

An affirmative vote of at least four members of the park and recreation board shall be necessary to authorize any action of the board.

(Ord. No. 49-99, § 2, 4-19-99)

(2) To provide the city council with a comprehensive parks and recreation system plan.

(3) To develop plans based upon projected growth and expansion of the city for future park needs, locations, and necessary facilities.

Sec. 27-27.1 Bylaws.

The park and recreation board shall adopt by-laws consistent with this chapter.

(Ord. No. 49-99, § 2, 4-19-99)

(4) To initiate and review parks and recreation programs, and to make recommendations to the mayor and city council for their adoption.

Sec. 27-28. Records, reports.

The director shall keep a record of its proceedings, file such record with the city clerk, and make such reports as may be required by the board. The records of the board filed with the city clerk or copies of any such records when duly certified by the city clerk shall be competent evidence of the proceedings of the board.

(Ord. No. 49-99, § 2, 4-19-99)

(5) To review and make recommendations to the mayor and city council on any matters affecting the establishment, improvement, maintenance, and regulation of the parks, including any proposed revisions to Chapter 27. Such issues shall be submitted to the board for recommendation prior to official action.

Sec. 27-28.1. Annual report.

The park and recreation board shall file a summary annual report of its activities with the city clerk not later than January 31 of each year.

(Ord. No. 49-99, § 2, 4-19-99)

(6) Advise and assist the parks and recreation director relative to parks and recreation.

(Ord. No. 49-99, § 2, 4-19-99; Ord. No. 12-00, § 1, 2-14-00)

Sec. 27-29. Duties generally.

In addition to those specifically set out in other sections of this code, the board shall have the following duties:

(1) To initiate, review, and make recommendations for ordinances, policies, and rules

Secs. 27-30—27-39. Reserved.

ARTICLE III. FEES

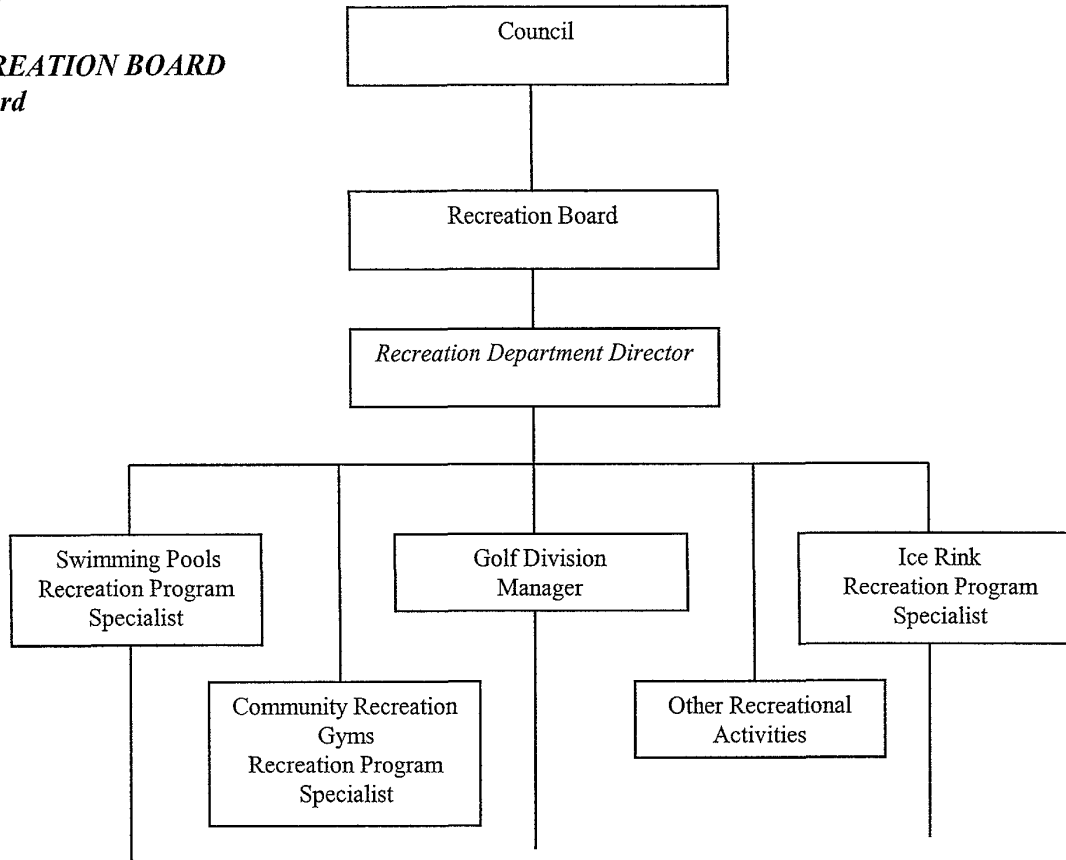
Sec. 27-40. Golf fees.

The following fees, inclusive of all applicable taxes, shall be charged for use of city golf facilities.

(a) Season passes [90 rounds (18-hole equivalents) maximum] except All City—Restricted permits maximum.

ATTACHMENT B

*PROPOSED RECREATION BOARD
Policy Making Board
10/30/2002*

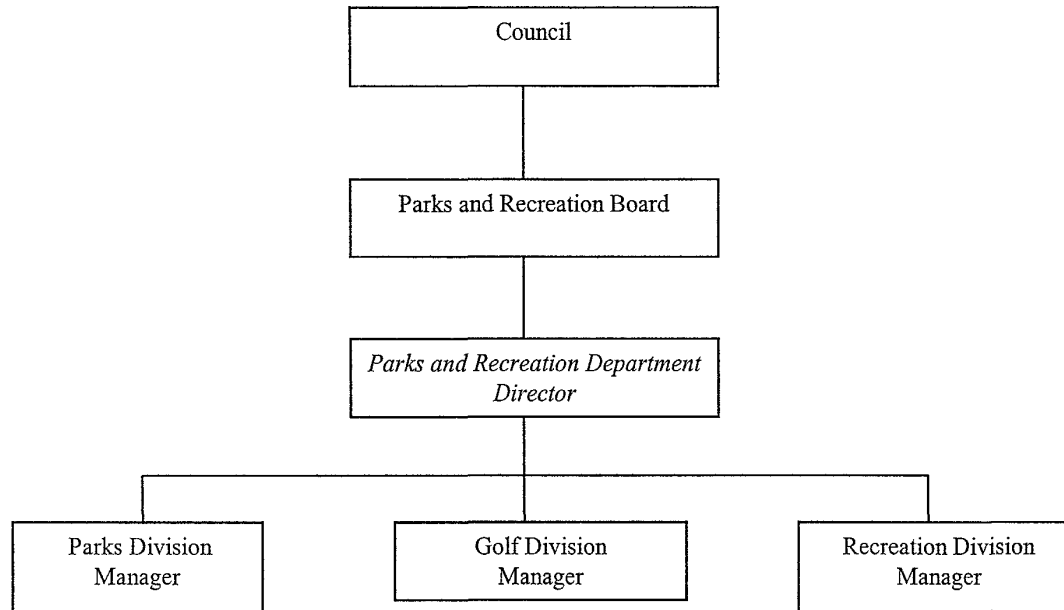


ATTACHMENT C

PROPOSED PARKS AND RECREATION BOARD

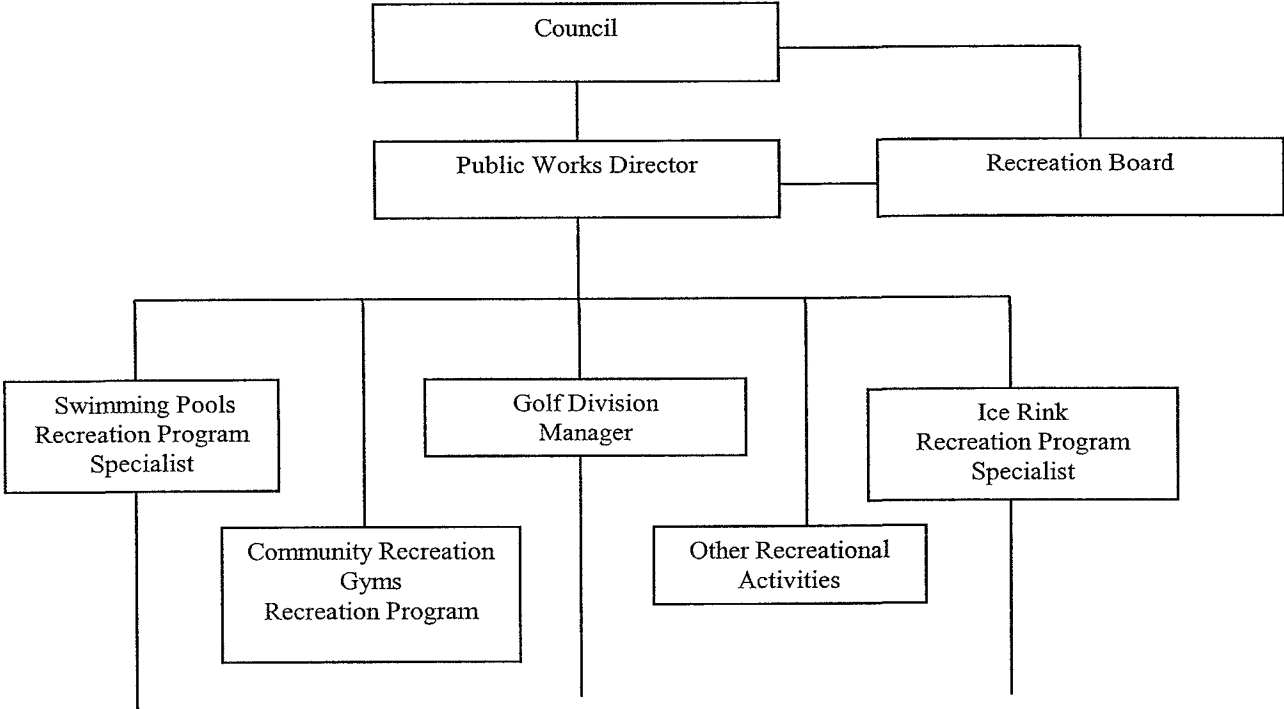
Policy Making Board

10/30/2002



ATTACHMENT D

*PROPOSED RECREATION BOARD
Advisory Board
10/30/2002*



ATTACHMENT E

PROPOSED PARKS AND RECREATION BOARD

Advisory Board

10/30/2002

