

MINUTES
MAYOR'S BEAUTIFICATION COMMITTEE
April 17, 2002

MEMBERS PRESENT: Jacqueline Allen, Martin Busch, Steve Doshier, Joel Jundt, Pat Pummel, Larry Stoner, Jim White, John Wrede

STAFF PRESENT: Trish Anderson, Andrew Chlebek, Rod Johnson, Sharlene Mitchell, Lon VanDeusen

Call to Order

Wrede called the meeting to order at 7:03 a.m.

Approval of Minutes

Stoner moved, Jundt seconded and carried unanimously to approve the minutes of the March 20, 2002 meeting.

Financial Report

Mitchell reviewed the current interest accrual and encumbered and available balances. **Busch moved, Doshier seconded and carried unanimously to accept the Finance Report as presented.**

Discussion followed regarding the progress to establish a line item budget for the Beautification Committee.

Code Enforcement Report

Chlebek provided a brief report on the Trout Club cleanup of Rapid Creek noting that the main areas addressed were adjacent to the County Fair Grounds and Canyon Lake. Chlebek indicated efforts were continuing in conjunction with the Parks Division regarding the removal of larger items from the creek area.

Mitchell indicated that the Beautification Committee has been assigned the West Memorial Park area for the April 27, 2002 Clean Up Day activity. Doshier recommended, and the Committee concurred, to meet at 7:30 a.m. at Common Grounds @1301 Omaha Street (Office Depot Plaza) and proceed to West Memorial Park by 8:00 a.m. White indicated that he would clean up the South Highway 79 Welcome Sign for Clean Up Day. In response to a question, Chlebek reviewed the manner in which the disposal of appliances is being handled.

In response to a question from Doshier, Chlebek indicated that he would review the utilization of the water bill and individual contacts as reminders to cleanup the ice sand off City sidewalks. Jundt indicated that the Department of Transportation would begin cleanup of ice sand next week weather permitting.

Omaha Street Reconstruction/Landscaping

Doshier reviewed the meeting with the Department of Transportation regarding concerns with the Omaha Street Reconstruction Project and presented the draft letter outlining those concerns.

Doshier indicated that Randy Fisher has estimated consultant costs of \$5,000-\$10,000 for preparing a landscaping plan for Omaha Street. Doshier clarified that the consultant would address only those improvements between the curbs.

Anderson reviewed the "Request for Proposal" for landscaping issues noting the concerns with designing a project for which there is no identified funding to initiate or complete the project. Discussion continued regarding identification of funding to complete the landscaping project. Doshier indicated that he would approach Fisher regarding securing an estimate of total project costs.

Discussion followed regarding the bidding process for professional services, identification of project funding and reallocation of the West Memorial Park funding to the Omaha Street Reconstruction/Landscaping project. Jundt briefly reviewed the right of way compensation process between government entities.

Busch moved to approve the reallocation of \$10,000 from the existing West Memorial Park budget for the purpose of securing a consultant for landscape design services to be outlined by the Request for Proposal scope of work for the Omaha Street Reconstruction/Landscaping project. White seconded the motion.

Discussion followed regarding identification of funding to complete the project. Doshier indicated that the landscaping infrastructure should be installed during the construction phase to insure the street is not torn up as future landscaping is installed. Doshier suggested seeking a Transportation Enhancement Grant to complete the project.

R. Johnson briefly reviewed the consultant selection interview process noting the need to define the scope of work and level of work to be completed by the contractor. R. Johnson recommended establishing an inclusive scope of work from concept to final design including cost estimates.

In response to a question from White, Doshier clarified that the intent is to install the landscaping infrastructure in coordination with the reconstruction project to insure that as future landscaping is done the new roadway is not disturbed. Doshier clarified that the design work would address median work only.

In response to R. Johnson's recommendation, R. Johnson, Anderson and Doshier agreed to schedule a meeting with the City Project Manager Schroeder to review landscaping issues.

The motion to approve the reallocation of \$10,000 from the existing West Memorial Park budget for the purpose of securing a consultant for landscape design services to be outlined by the Request for Proposal scope of work for the Omaha Street Reconstruction/Landscaping project carried with Allen voting No.

Jundt recommended that the letter to the Department of Transportation be copied to all involved entities including the utility companies and City staff. Jundt commented on the proposed utility work noting the need to provide the utility companies with this information as soon as possible. Anderson indicated that the final draft letter would be e-mailed to the committee for review and comment.

Beautiful City Subcommittee

White requested assistance from the Committee in identifying those businesses that should receive either the "letter of complement" or "letter of encouragement".

Mayor's Committee on Sign Code Revision

Busch briefly reviewed the action taken by City Council at the May 10 Legal & Finance Committee meeting. He indicated that the sign company's concerns are with the 5 and 10 year compliance requirement. Busch indicated that it was unclear who would take the lead role in amending the original proposal.

Wrede requested that Busch and Grotenhouse track the progress of the Sign Code Ordinance and advise the Committee members of the meeting schedules. Discussion followed.

Landscape Code

Anderson briefly reviewed the items being addressed in the revised landscaping ordinance including the tiered requirement system based on lot size.

Other Business

White commented on the traffic light damaged by a vehicle accident at West Omaha Street/St. Onge and encouraged the City to seek reimbursement for repairs from the individual's insurance.

VanDeusen indicated that the Arbor Day observance would be held Tuesday, April 23rd at the Journey Museum.

Adjourn

There being no further business the meeting was adjourned at 8:45 a.m.

MINUTES
MAYOR'S BEAUTIFICATION COMMITTEE
May 15, 2002

MEMBERS PRESENT: Jacqueline Allen, Steve Doshier, Craig Grotenhouse, Larry Stoner, John Wrede

STAFF PRESENT: Trish Anderson, Andrew Chlebek, Sharlene Mitchell

Call to Order

Grotenhouse called the meeting to order at 7:05 a.m. noting that a quorum was not seated.

Approval of Minutes

Action on the minutes of the April 17, 2002 meeting were continued to the June meeting.

Financial Report

Mitchell briefly reviewed the Financial Report noting the reallocation of \$10,000 from the West Memorial Park project to the Omaha Street Design project and the April interest accrual of \$118.68.

Code Enforcement Report

Chlebek stated that the June water billing will include a notice regarding ice sand cleanup and grass maintenance. Chlebek indicated that utilization of the water billings for public service announcements will be expanded in 2003. Chlebek indicated that complaints regarding grass, junk vehicles and parking in boulevard areas are being received. He indicated that the Police Department is assisting with the boulevard parking issue. Discussion followed regarding utilization of the public right-of-way (boulevard) as a private parking area and amendment of the ordinance to address the issue.

Grotenhouse requested that the City Attorney attend the June meeting to discuss amending the ordinance to address issues such as the right-of-way parking and grandfathered properties. Discussion followed.

Omaha Street Reconstruction/Landscaping

Doshier reviewed his meeting with Schroeder, VanDeusen, Anderson and Johnson noting that Johnson indicated that the City should take the lead in funding the landscape consultant.

Anderson clarified that Johnson would present the consultant proposal to the Capital Improvements Committee for funding consideration. Anderson commented on the value of the meeting with Engineering and Public Works noting that it brought the different areas of interest in the Omaha Street project together. Anderson indicated that she would contact Johnson regarding the status of the Capital Improvement funding request.

Discussion followed regarding reallocating the \$10,000 back to the West Memorial Park project. *Wrede recommended, and the Committee concurred, that there be assurances in place regarding the City's funding of the landscape design prior to reallocating the Omaha Street funding.*

Grotenhouse indicted that the tree planting on Haines Avenue has been started in conjunction with the interchange landscape project.

Doshier requested that the Department of Transportation be contacted regarding the status of using colored concrete for the South East Connector bridge structure.

In response to a question from Doshier, Grotenhouse indicated that the Mt. Rushmore Road Safeway expansion is less than the 20% expansion required to trigger the landscaping code.

Mayor's Committee on Sign Code Revision

Grotenhouse briefly reviewed the actions taken to date by the Legal and Finance Committee and City Council regarding adoption of the revised Sign Code. Grotenhouse indicated that the main criticism of the ordinance centered on the five and ten year compliance requirement noting the action taken at City Council to remove that requirement.

Grotenhouse indicated that second reading of the ordinance would be heard at today's Legal and Finance Committee meeting. He indicated that he would be unable to attend the meeting and asked for volunteers to attend in his place. Doshier indicated that he would attend the meeting.

Discussion followed regarding a proposed amendment to the fee structure outlined in the ordinance.

Landscape Code

Grotenhouse indicated that work is progressing slowly on the ordinance noting the difficulties being experienced due to the numerous issues that must be addressed. He then briefly reviewed the proposed ordinance changes. Discussion followed

Anderson indicated that a copy of the draft ordinance would be provided to the Committee for their review and comment. Discussion followed regarding enforcement of the existing and proposed ordinances.

Other Business

Allen presented photographs of the Paducah, Kentucky flood wall historic paintings.

Grotenhouse presented the Certification of Appreciation to the Beautification Committee for their participation in the Rapid City Clean Up Day program.

Doshier indicated that Rapid City has been awarded the American Legion Baseball Tournament. Doshier suggested that the Committee draft a letter to the Tournament Committee encouraging improvement of the outfield fences. Discussion followed regarding relocation of the yard waste collection facility located at the ball fields.

Grotenhouse requested that the outfield fencing issue be placed on the June agenda.

Adjourn

There being no further business the meeting was adjourned at 8:35 a.m.