

MINUTES
MAYOR'S BEAUTIFICATION COMMITTEE
June 20, 2001

MEMBERS PRESENT: Martin Busch, Steve Doshier, Pat Pummel, Larry Stoner, Jim White, Lou Williams, John Wrede

OTHERS PRESENT: Mayor Munson

STAFF PRESENT: Andrew Chlebek, Bill Lass, Sharlene Mitchell, Lon VanDeusen

Call to Order

Wrede called the meeting to order at 7:05 a.m.

Committee Appointments

In response to Wrede, Munson indicated that he would work with the Committee to fill the current vacancies. Munson indicated that he would prefer to work with the Committee in appointing new members and requested that Committee recommendations be forwarded to his office by July 6, 2001. Munson indicated that he would contact the Department of Transportation regarding their recommendation for a Committee representative.

Lass indicated that Ron Kroeger has been appointed as Council liaison to the Committee. Mitchell indicated that she would contact Kroeger regarding Committee meeting dates.

Approval of Minutes: May 16, 2001

Doshier moved, Pummel seconded and carried unanimously to approve the Minutes of the May 16, 2001 meeting.

Financial Report

Mitchell reviewed the Financial Report noting that the interest accrual will be posted monthly. **Stoner moved, Doshier seconded and carried unanimously to approve the Financial Report as presented.**

Discussion followed regarding the Committee's financial status and reinstatement of the Beautification Committee to the City's annual budget process. Lass briefly reviewed the Committee's prior funding history through the Capital Improvements Committee. Munson indicated that he would take the Committee's request for funding support under consideration.

Prioritized Project List

Lass reviewed the Five Year Project Plan developed by the Committee. Discussion followed regarding the prioritization of projects for Capital Improvement funding purposes. Doshier recommended updating the Five Year Plan.

Pummel moved, Stoner seconded and carried unanimously to remove the Hubbard Mill Truck Staging project from the Five Year Plan.

Doshier recommended reviewing the financial projections for West Memorial Park TEA-21 grant application prior to seeking funding support from the Capital Improvements Committee. Doshier indicated that this process would allow the Committee to present a more accurate financial position to the Capital Improvements Committee. Discussion followed regarding the process for submitting requests for financial support to the Capital Improvements Committee.

Doshier moved, White seconded and carried unanimously to update the Five Year Plan on an annual basis for presentation to the Capital Improvements Committee for funding consideration and to establish an annual update schedule to insure the Five Year Plan is maintained in a current status.

Doshier requested that the CIP Funding Request/Five Year Plan be a regular item on the monthly agenda.

West Memorial Park

Lass briefly reviewed the powerline issues with regard to the West Memorial Park project noting that the TEA-21 grant application will probably not include the powerline work. Lass clarified that the Omaha Street powerline cannot be included in the TEA-21 grant application due to its physical location outside of the project boundaries although he is awaiting final confirmation by Black Hills Power and Light.

Donation Recommendation Subcommittee

In response to Pummel, the Committee discussed various fund raising activities including the utilization of plaques at project sites to identify and acknowledge the donor. Pummel recommended that further discussion on this item be continued to the July meeting to allow the Subcommittee members the opportunity to meet and prepare additional recommendations for Committee consideration.

Code Enforcement Report

Chlebek briefly reviewed the issues being addressed by Code Enforcement. He indicated that Officer Umit Spencer has resigned and that the position opening has been posted.

White complemented the Code Enforcement Department for their efforts in addressing various issues. Wrede commented on the damage the recent rains have created with properties adjacent to new construction sites. Wrede requested that site triangle issues be inspected at the Kentucky Fried Chicken site on Mountain View Road.

Discussion followed regarding damage to South Canyon Road properties as a result of the Nemo Road project and the development status of the vacant lot at the entrance to Canyon Lake Park.

MDU Environmental Award

Wrede briefly addressed the environmental award presented to the Black Hills Division of Montana Dakota Utilities and their efforts to identify an appropriate project for the funding. Wrede indicated that no response has been received to the Committee's project recommendations.

Certificate of Appreciation Program

White briefly reviewed the program noting that The Plaza and Black Hills Auto Management have been recognized. White indicated that he would prepare the certificate and letter for future Committee nominations.

Citizens for a Scenic Rapid City Subcommittee

Busch briefly reviewed the current status of the Subcommittee's efforts noting that he would address the issue with Mayor Munson. Busch reviewed the research completed regarding

amendments to the existing Sign Code. Busch indicated that he has been gathering information from other communities regarding their efforts to institute billboard controls.

Busch encouraged the Beautification Committee to become more involved in the billboard issues as the Citizens for a Scenic Rapid City Committee does not have enough support to move the issue forward. *The Committee supported the development of the Billboard Subcommittee due to the lack of public support and interest in the Citizens for a Scenic Rapid City Committee.*

Lass indicated that the Ordinance Amendment proposal requiring all off-premise advertising to be processed under the Use On Review procedure would be addressed at the June 21, 2001 Planning Commission meeting. Discussion followed regarding the issues that would be reviewed and addressed under the Use On Review procedure. Busch indicated that he would attend the June 21, 2001 Planning Commission meeting.

Doshier moved, Williams seconded and carried unanimously to have staff provide a monthly report of the billboard activity in Rapid City.

Busch, White and Pummel volunteered to serve on the Billboard Subcommittee with Busch assuming the position of Chairperson.

Omaha Street Reconstruction/Landscaping

Lass presented the minutes of the June 12, 2001 Omaha Street preliminary design inspection meeting. Lass indicated that the Department of Transportation has acknowledged the Committee's desire to be involved with the project and will include the Committee in the landscaping phase of the project.

Landscape Code/Sight Triangles

Lass requested that this item be continued to the July meeting to allow Grotenhouse to be in attendance.

Canyon Lake Park/Messinger Donation

Lass indicated that City staff has met with the Messinger family regarding the Canyon Lake project. Lass indicated that the project has been scheduled for 2002 and will incorporate the picnic shelter construction at the chimney site in conjunction with structural improvements to the foundation of the structure. Lass indicated that the Messinger family has approved the project timetable and is involved in the project design.

VanDeusen voiced his recommendation that the picnic shelter design be practical and easy to maintain noting that an open design helps to deter vandalism.

Other Business

Mitchell indicated that the Committee bylaws were provided as an informational item only. *The Committee requested that the bylaws be placed on the July agenda for further review.*

Mitchell reminded the Committee of the upcoming Council budget hearings noting that the Parks Department Year 2002 budget request would be finalized at this time.

White volunteered to purchase a replacement tree for the South Highway 79 Welcome Sign site and requested assistance with tree selection and planting. VanDeusen indicated that the Parks Department would assist with tree selection and planting.

Lass informed the Committee that the Outback Steak House has not complied with their landscaping requirements and staff is working to correct the landscaping issues.

Doshier recommended that the Committee begin work on their Prioritized Project List as requested by the Mayor. *The Committee requested that all members provide a list of projects and issues at the July meeting which they consider to be items the Beautification Committee should prioritize and address.*

Adjourn

There being no further business the meeting was adjourned at 9:02 a.m.

MINUTES
MAYOR'S BEAUTIFICATION COMMITTEE
July 18, 2001

MEMBERS PRESENT: Jacqueline Allen, Martin Busch, Steve Doshier, Joel Jundt, Sue Larson, Pat Pummel, Larry Stoner

OTHERS PRESENT: Council Liaison Ron Kroeger, Mayor Jerry Munson, Betsy Pailing-Straten

STAFF PRESENT: Andrew Chlebek, Bill Lass, Sharlene Mitchell, Lon VanDeusen

Call to Order

Pummel called the meeting to order at 7:05 a.m. and introduced new members Jundt, Larson and Allen and guest Pailing-Straten.

Financial Report

Mitchell provided a brief review of the financial report along with a brief history of the Committee's previous funding sources including Capital Improvements and Department of Transportation programs. Lass indicated that the Beautification Committee Five Year Plan would be presented to the July Capital Improvements Committee for review and consideration.

Prioritized Project List

Mitchell briefly reviewed the Mayor's request for a prioritized list of the Committee's projects and issues in order to better understand the committee's goals and identify the assistance available from the Mayor's office.

Munson informed the Committee of the request for nine new billboards to be constructed in the railroad right-of-way and requested staff assistance in identifying the City's legal position with regard to issuance of the applications. Munson also requested the Committee's comments on the billboard request. Discussion followed.

Stoner moved, Busch seconded and carried unanimously to appoint Doshier as chairperson of the Project Prioritization Subcommittee. Stoner volunteered to serve on the subcommittee.

Discussion followed regarding Doshier's recommendation that the Volunteer Coordinator position be reinstated.

The Committee requested that all members provide a list of prioritized projects and issues to Mitchell by August 6, 2001 for inclusion in the August 15, 2001 agenda packet. The Committee requested that Mitchell provide a reminder notice to the members regarding the prioritized projects/issues list.

Beautification Bylaws

Lass briefly reviewed the committee bylaws noting their allowance for the creation of ad/hoc committees for major projects. The Committee recommended that Grotenhouse assist staff in revising and updating the bylaws. Busch volunteered to assist with the bylaws project.

Code Enforcement Report

Chlebek briefly reviewed the issues being addressed given the current limited staff. Chlebek indicated that the City is in the process of filling the Code Enforcement Officer vacancy. Discussion followed regarding weed maintenance issues along Sheridan Lake Road.

Billboard Subcommittee

Busch briefly reviewed the Sign Code amendments approved in 2000 and their impact on new permits. Busch commented on the research being undertaken regarding additional amendments to the Sign Code. Discussion followed regarding the billboard issue.

Lass indicated that the Ordinance Amendment to require off-premise signs to be processed as a Use On Review received approval by the Planning Commission noting that the item was denied by the Legal and Finance Committee and was not presented before Council.

Omaha Street Reconstruction/Landscaping

Lass indicated that he would remain in contact with the Department of Transportation regarding the Omaha Street project. Jundt recommended contacting Karen Harris, project director, to insure that the Committee's landscaping concerns are addressed.

Landscape Code/Sight Triangles

Lass recommended that action on this item be continued to the August meeting to allow for additional review by staff. Lass briefly reviewed the current landscaping point system for commercial and industrial areas noting the deficiencies of the code with regard to the placement of landscaping elements. VanDeusen recommended that snow removal issues also be addressed in the ordinance to insure that adequate pedestrian access is provided during the winter months. Discussion followed regarding the replanting and upgrading of the downtown nodes.

West Memorial Park/Canyon Lake Drive TEA-21 Grant

Lass indicated that completion of the grant application is pending the receipt of information from Black Hills Power and Light regarding the powerline issue.

Parks Department Year 2002 Budget Request

Mitchell indicated that she would contact Grotenhouse regarding Committee support for the Parks Department Year 2002 budget request for additional staff.

Adjourn

There being no further business the meeting was adjourned at 8:20 a.m.