

A REGULAR MEETING OF THE SIOUX FALLS VETERANS' MEMORIAL PARK ADVISORY BOARD was held on Friday, October 12, 2012, at 7:30 a.m., at the Parks and Recreation Office.

Members present: Lawrence Ritz, Ron Mielke, Bob Jamison, and Gene Tornow.

Members absent: Rick Tupper.

Parks and Recreation staff present: Don Kearney, Director of Parks and Recreation and Tory Miedema, Park Development Specialist.

Others present: None.

Approval of minutes: A motion was made to approve the minutes of the August 10, 2012, meeting. The motion was seconded. Motion carried.

Unfinished business:

Paver Replacement Project Update: Tory Miedema reported that replacement limestone pavers are being installed in the first paver garden one side at a time. The engraving has been completed for two of the sides, with one of those sides installed to date. The third side is expected to be engraved within the next two weeks and will be installed shortly after the shipment is received. The final side will be done next year due to contract size limits. A worksheet was provided to show how much the project will cost and the available balance in the account.

Paver Kiosk Project Update: Confluence, Park staff, and City Information Technology staff have been working with a potential vendor to figure out the software needs for the kiosk. The main issues are compatibility with the existing City programs and network and data entry and updating of paver information. Miedema hopes to work out these issues in the next few weeks and report back to the Board at the December meeting. The project would be bid out after Board approval and installed by early spring 2013.

War Correspondents Memorial: The Board reviewed a draft response letter to Mr. Aaron T. Pollard, Claims Office Supervisor, Department of Military and Veterans Affairs, Veterans Administration Regional Office, regarding a request from James Webb to develop a War Correspondents memorial at the park. The letter stated that a monument recognizing the service of war correspondents during war/conflict is appropriate for the park as long as it does not recognize specific individuals. The letter was signed by Bob Jamison and mailed on October 12.

New business:

Paver Placement Schedule Revision: Miedema said paver sales have slowed and presented a proposal to switch from monthly paver engraving orders to less frequent orders. The revised ordering schedule will save staff time required to prepare the orders, transport the engraved pavers, and install the pavers. The Board discussed a number of ideas to promote paver sales. Don Kearney said staff will put together a promotional flyer on the pavers for the Board's review. He also will have staff work on a segment to air on cable channel CityLink to promote paver sales. The Board was comfortable with the new schedule but asked that staff keep track of paver sales going forward and send the engraving order in earlier if sales picked up significantly. A motion was made to approve the revised paver placement schedule. The motion was seconded. Motion carried.

Veterans' Memorial Park Policies and Guidelines Review: The Board reviewed the policies and guidelines for the park. They debated whether a policy or guidelines were needed regarding individual recognition within the park. They decided that no additional policies or guidelines were needed at this time because they have been consistent on the issue and would like to evaluate proposals on a case-by-case basis. They don't want to prohibit or limit future potential requests that could provide great benefits to the park.

2013 Meeting Schedule: Miedema provided the proposed 2013 meeting schedule. A motion was made to approve the schedule. Motion was seconded. Motion passed.

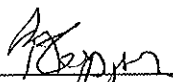
Fund Raising Report: The total to date is \$748,701 with an unspent balance of \$113,297. Miedema provided a summary of the funds spent on the paver replacement project and committed for the Paver Kiosk project.

No public input.

With no further business before the Board a motion was made to adjourn. The motion was seconded. Motion carried.

The next meeting will be on **Friday, December 14, 2012, at 7:30 a.m.**, at the Parks and Recreation Office, 100 East Sixth Street.

Approved:



President