



MEETING MINUTES

for the

SIOUX FALLS NAMING COMMITTEE

Friday, February 21, 2014

1:00 p.m.

City Hall Commission Room

224 W 9th Street

Sioux Falls SD 57104

(Staff Liaison: Mike Cooper: 367-8888)

- MEMBERS PRESENT:** Doug Barthel (Police Chief); Mike Cooper (Director of Planning & Building Services); Mary Johns (Director of Sioux Land Libraries); Jim Sideras (Fire Rescue Chief); Jesus Ramirez (Citizen Member); Jeff Wilkes (Citizen Member); Mark Young (Citizen Member);
- MEMBERS ABSENT:** Mark Cotter (Director of Public Works); Don Kearney (Director of Parks & Recreation);
- OTHERS PRESENT:** David Pfeifle (City Attorney); Kelby Mieras (Parks & Recreation); Russ Sorenson (Urban Planner)

ITEM 1. CALL TO ORDER & QUORUM DETERMINATION

Naming Committee Chairperson, Mike Cooper, called the meeting to order at 1:05 p.m.

ITEM 2. WELCOME & INTRODUCTIONS

Naming Committee Chairperson, Mike Cooper, welcomed the naming committee members and guests.

ITEM 3. APPROVAL OF REGULAR AGENDA

Naming Committee Chairperson, Mike Cooper, asked if there were any changes to the agenda. Committee members expressed no changes to the regular meeting agenda. Police Chief Doug Barthel made a motion to approve the regular meeting agenda. Committee member, Mary Johns seconded the motion. The motion passed unanimously.

ITEM 4. REVIEW & ACTION on Commemorative Naming Application 2013-10-1 at the Station Point near 49th Street.

Kelby Mieras, Park Operations Manager, presented the application to install a commemorative plaque recognizing the contributions of James W. Elmen, an avid user and supporter of the bike trail system, at the station point near 49th Street (site option #3 per site plan and plaque illustration submittal) within Ox-bow Park. Mr. Mieras mentioned the Parks and Recreation Board considered the application and recommended approval at their February 18, 2014 meeting. Bike trail improvements include provisions for drinking fountains, air compressors, bike maintenance toolkits for the public's enjoyment on the bike trails.

The Naming Committee reviewed and considered the criteria for commemorative designations per City Ordinance #22-13 and determined the application fits with a commemorative designation for plaque placement. It was noted by city staff the Naming Committee's recommendation(s) will subsequently be forwarded to the Mayor and City Council for their consideration and resolution adoption at a public meeting.

No one from the public spoke.

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Police Chief Doug Barthel made a motion to approve the commemorative naming application as submitted. Committee member, Jeff Wilkes seconded the motion. The motion passed unanimously.

ITEM 5. REVIEW & ACTION on DRAFT Bylaws

Naming Committee Chairperson, Mike Cooper, presented a DRAFT copy of the proposed Bylaws to the committee members. Committee members discussed the proposed Bylaws and agreed on the following modifications:

- a. Article 2, Section 2
 - First and second sentences - change word "Commission" to "Committee"
 - Second sentence to read: "Any vacancy in the membership of the ~~Commission~~ Committee shall be filled in the same manner as for appointment for the remainder of that member's term."
- b. Article 3, Section 2
 - Sentence to read: "~~Four~~ Five Committee members presently appointed shall constitute a quorum for transaction official business."
- c. Article 3, Section 6
 - Sentence to read: "Unless otherwise specified, Roberts Rules of Order, current edition, shall guide the proceedings at meeting of the Committee."
- d. Article 4, Section 4
 - Second sentence to read: "The recording secretary ~~may~~ shall be the same individual as the official City staff liaison."
- e. Article 5, Section 1
 - Sentence to read: "The vice chairperson ~~and recording secretary~~ of the Committee shall be elected annually by Committee members at a meeting during the first calendar quarter of each year, and be installed and assume their duties immediately."
- f. Article 5, Section 3
 - First sentence to read: "All appointed committees shall be appointed by the chairperson upon motion of the Naming Committee."

No one from the public spoke.

Committee member, Mary Johns, made a motion to approve the Naming Committee Bylaws per the above referenced modifications. Fire Rescue Chief Jim Sideras seconded the motion. The motion passed unanimously.

ITEM 6. REVIEW & ACTION on 2014 Meeting Calendar

Naming Committee Chairperson, Mike Cooper, presented a DRAFT 2014 Meeting Calendar for the Naming Committee's consideration. The proposed 2014 calendar reflects quarterly meetings to be held at 1:30 p.m., City Hall Commission Room, located at 224 W 9th Street, on the following dates:

Friday, February 21, 2014
Friday, April 18, 2014
Friday, August 22, 2014
Friday, December 19, 2014

No one from the public spoke.

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Committee member, Jeff Wilkes, made a motion to approve the 2014 Naming Committee Meeting Calendar as presented. Committee member, Jesus Ramirez, seconded the motion. The motion passed unanimously.

ITEM 7. REVIEW & ACTION on Election of Officers

Naming Committee Chairperson, Mike Cooper, indicated that a vice chairperson needs to be elected and requested nominations.

Fire Rescue Chief Jim Sideras nominated Mary Johns to serve as the Naming Committee's vice chairperson. There were no other nominations presented. Mary Johns graciously accepted the nomination to serve as Vice Chairperson.

ITEM 8. OTHER BUSINESS

There was no other business presented or discussed.

ITEM 9. PUBLIC INPUT

There were no other public comments received.

ITEM 10. ANNOUNCEMENTS

NEXT MEETING – to be determined, based upon receipt of new application(s) or business

Friday, February 21, 2014
Friday, April 18, 2014
Friday, August 22, 2014
Friday, December 19, 2014

All quarterly meetings to be held at 1:30 p.m., City Hall Commission Room, located at 224 W 9th Street, in Sioux Falls, SD.

ITEM 11. ADJOURNMENT

With no further business, the meeting adjourned at 1:42 p.m.

HANDOUTS – February 21, 2014 Meeting

- o February 21, 2014 Agenda
- o Application for Commemorative Naming Application
- o DRAFT Bylaws
- o 2014 Meeting Calendar
- o City Ordinance #22-13
- o Application Flow Chart

Any business received after the Committee's filing deadline may be added to the agenda, with consent of the Committee members present.