



Park & Recreation Board Minutes
City Council Chambers, City Hall, 612 N. Main Street
October 12, 2023

1. Call to Order

Meeting called to order by Chris Retterath, President of the Board, at 6:00 PM

Present: Chris Retterath, Andy Jerke, Pat Skinner, Clayton Deuter, Dennis Thompson

Absent: Luke Norden, Adam Schulz. Council Liaison: Susan Tjarks

Staff Present: Kevin Nelson, Angel DeWaard, Steve Roth

2. Citizen's Input

3. DELEGATIONS

4. ADDITIONS OR DELETIONS

Motion Deuter, Second Skinner to approve Agenda. Motion carried.

5. Old Business: Secretary/Treasurer Position Acceptance by Pat Skinner

Board President Retterath informed Board Member Skinner that she was officially nominated at the September 14, 2023 meeting as Park Board Secretary/Treasurer. Skinner then officially declined the position of Park Board Secretary/Treasurer. Motion Thompson, Second Deuter to table nominations for the Park Board Secretary/Treasurer position until the regular meeting in November. Motion carried.

6. Minutes

Minutes of the September 14, 2023 meeting were reviewed. Motion Jerke, Second Deuter to approve the September 14, 2023 Minutes as read. Motion carried.

7. Approve Financial Reports

Motion Deuter, Second Thompson to approve the Bills as submitted. Jerke abstained due to

conflict of interest. Motion carried.

8. Department Reports

Recreation Board Report

September 15 – October 12

Kevin DeVries

Programs:

We wrapped up our 2 youth football programs as well as the youth volleyball program. Thank you to all the volunteer coaches who helped out with football and to Coach Deb Thill and her staff for instructing our volleyball program again.

Our Men's Flag Football League is up and running and will continue through the end of October. Right now we are, taking registration for our youth basketball league for k-6 graders.

That program will start October 16 and the high school boys' and girls' teams will be instructing that for us again.

We are also taking registration for youth wrestling and tennis lessons. We are still struggling to find swim instructors for our indoor lessons, so we are hoping to get those going once we do.

Coed Volleyball will be starting up the first weekend in November and Todd will be having a captain's meeting for that October 24.

Recreation Center:

The old pool remodel should still be wrapped up by October 11. We had a walk through on September 27 and it was determined that there were still a few cosmetic things that needed to be touched up, so we gave them 2 weeks. Our plan is to start moving equipment October 12.

That will take a few days or more to get everything in and situated the right way but we are very excited to get that done.

We've still been busy with kids after school, which is great to see and will only get busier once the temps turn colder. Adam is still working with the high school and middle-school age kids who are out of season. That is always a fluctuating thing pending how many kids are in activities at a given time.

Once we move into the new room, the current multi-purpose room will be used for our afterschool program only. We look forward to getting a climbing wall in that area after the first of the year.

Memberships have been holding very steady as we continue to see new members every day.

Once the weather turns a bit, we will begin to see a lot more comeback from the summer.

We do plan a slight increase in membership rates and day fees for 2024, so we will be marketing a push to get in now on the 2023 rates.

Parks & Forestry Board Report

October 2023

- Marking trees and sending out letters to property owners for trees that need to be removed from the boulevards
- Thinning trees on the 2 other access lots on North Harmon Drive that are on the city auction.
- Prepped 6 locations in the boulevard along 7th street at City Hall to plant 6 trees.
- Working on re-staining a couple of the restrooms around the lake
- Irrigation maintenance
- Starting to winterize shelters, restrooms and irrigation systems by blowing them out
- Working on odd and ends smaller projects and maintenance items though out the parks.
- Mowed along the creek in Dry Run Park
- Got Dry Run Park ready for the State Disc Golf tournament that was held the weekend on September 22 through the 24th.
- The restrooms got vandalized at Dry Run Park so we are making repairs.
- Had 2 fulltime staff and our seasonal Mosquito control person attend the Mosquito Conference in Aberdeen.
- Our Campground hosts are done for the season.
- Day to day operations: mowing, trimming, cleaning restrooms and shelters
- Our shelter reservations are done for the season except Patton Young Park which is rented year around
- Getting the sprayers ready so we can do our fall spraying of the parks and areas around the lake.

PARK BOARD REPORT – SPORTS COMPLEX OCTOBER 12, 2023

CADWELL:

- Park and Rec tackle football ended the end of Sept. Flag football is on Wednesdays through the 25th.
- DWU baseball and softball continues until next week.
- Special Olympics went well. Bocci ball on Friday the 22nd. Did get rained out for softball on Saturday the 23rd but continued on Sunday. Had a lot of DWU baseball players help take water off the fields Sunday morning.
- When we get the lift back, we will be taking down sun shades, batters eye, batting cage and backstop pads.
- Looking at blowing out bathrooms and irrigation with the weather.
- Try to get some work done on the stadium. Cutting down the baselines between home and first and home and third base.
- Continued mowing, leaf mulching, bathrooms and garbage pick-up.
- Started invoicing summer user groups so will be getting some money in from them.
- Will be picking up bases and L-screens from park fields.
- Press box on stadium is gone. Poured footing for new beams last week. Should be

done by the spring games.

SOCCER:

- DWU men and women have their season until the end of the month.
- MSA youth league is done and competitive league goes until the end of Oct.
- We will be putting in a blowout for the irrigation line on the north east corner of the main line this fall.
- Taking nets off and moving goals.
- Continued mowing, cleaning and garbage pick up until season is over.

ICE ARENA:

- All hockey and figure skating practices have started. First pre-season hockey game is Nov. 4. Both hockey and figure skating have hosted clinics and learn to skate sessions.
- Started dry shaving and edging both rinks. Going through all doors and gates. Started our daily cleaning. Training 3 new Olympia workers.

Looking at starting open skate at the end of the month. Only going to run bumper cars on Saturdays and Sundays, unless there is a scheduled time

October 2023

Director's Board Report

Budgeting for 2024

It'll be another month-plus before the 2024 budget is officially adopted by city council, and there are still some refinements to be made. Limited input from department staff may be requested, if funding specific to the Parks department is to be impacted.

Forestry Grant

We've been plugging away the past several weeks at compiling information for and drafting a grant proposal to submit to the South Dakota Department of Agriculture and Natural Resources. If we are selected as a recipient community, it'll be an excellent start toward funding and planting a solid number of trees in city-owned spaces, mostly within the northern tier of Mitchell. This is planned to include at least three areas along the lake, plus Northridge Park, Kibbee Park, the west side of the Cadwell complex (along the highway 37 bypass sidewalk), and also both the cemetery expansion and golf course.

Bike Trails: Repairing of Cracks

Trails have now been repaired along the south side of 23rd Avenue (south and west of the cemetery) and going north on Ohlman, all the way to the lake. Trails along the southwest corner of the golf course will not be repaired/patched, as they will be replaced next summer, as the trail will now route along the south and west side of what will be the expansion of the cemetery.

Lake Lots Being Offered at Auction in October

Parks crew members had done a considerable amount of clearing on two of the lots, tracts 1

and 3. They're now being requested to return to further 'open' one of those (tract 1), and to address the other two (yet untouched) lots on the north side, tracts 2 and 4, as well.

Patton Young Playground

The new playground equipment has not yet shipped, as of the date of the creation of this report. The last I was informed by the sales rep (earlier this week), they were awaiting painting one final piece of the equipment. The original delivery date had been touted as September 15.

Follow-Up Conversation After the Tour

Board members are encouraged to voice any follow-up thoughts which they might have after the grounds and facilities tour, which followed the last board meeting.

Snow Removal at Rec Center

Steve, Kevin D., and I met at the Rec Center with Superintendent Joe Childs and the head of building and grounds at the school district earlier this week, to revive a previous understanding on snow removal. There previously had been, at one time, a gentlemen's agreement that the city would clear the adjacent parking lot of Gertie Belle Rogers when clearing the Rec Center parking lot. In exchange, the school district maintenance staff would clear (with a power broom) snow which fell after 3:00 a.m. on school days from Rec Center sidewalks. This is because city staff clear the sidewalks beginning at 3:00 a.m., and school maintenance staff do not begin their clearing work until approximately 5:00 a.m. By resurrecting the agreement, city work crews will not have to return to do repeats of the snow clearing on the Rec Center sidewalks during school days. The city will continue to haul away accumulated snow (piles) from the conjoined parking lot. Kevin D., Steve, and school maintenance staff will stay in communication during such days, to avoid overlap and/or possible non-coverage of snow-clearing duties.

9. Discussion - September Facilities Tour

The Board held a brief discussion on the facilities tour that followed last months Board meeting.

10. Next Meeting Date

Thursday, November 16, 2023 at 6:00 PM

11. Adjournment

There being no further business, the Board adjourned at 6:31 PM