



Parks & Recreation Board Meeting
City Council Chambers, City Hall, 612 N. Main Street
November 16, 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, Luke Norden, Clayton Deuter, Dennis Thompson

Absent: Adam Schulz. Council Liaison: Susan Tjarks

Staff Present: Kevin Nelson, Kevin DeVries, Angel DeWaard, Steve Roth, Jeremy Nielsen

2. Election of Officer - Secretary Treasurer

Chris Retterath, President, opened the floor for Election of Officer for the position of Secretary/Treasurer: Motion Jerke, Second Skinner to nominate Clayton Deuter for Secretary/Treasurer. Motion Jerke, Second Thompson to cease nominations for Secretary/Treasurer and elect Clayton Deuter as Secretary/Treasurer. Motion carried.

3. Citizen's Input

4. DELEGATIONS

5. ADDITIONS OR DELETIONS

Motion Jerke, Second Norden to approve Agenda. Motion carried.

6. Minutes

Minutes of the October 12, 2023 meeting were reviewed. Motion Norden, Second Deuter to approve the October 12, 2023 Minutes as read. Motion carried.

7. Approve Financial Reports

Motion Deuter, Second Jerke to approve the Bills. Motion carried

8. Department Reports
Recreation Board Report
October 13 – November 17
Kevin DeVries

Programs:

Our men's flag football league ended its season October 24th. Nice to have outdoor programs done for the season. Our youth basketball program also finished up on November 6th.

We started winter tennis November, 2nd. We ended up with 22 in that program, which is held at the 4H building.

Jamie was able to find 2 swim lesson instructors, so we were able to start offering lessons in October.

We are still taking registration for youth wrestling, which doesn't start until December 19th but we have over 50 kids signed up already.

Coed Volleyball will be starting November, 12th. We have 15 teams registered, which is the most teams we've had in a while.

We will be meeting with the Daily Republic sometime in December to start on the summer brochure already.

Recreation Center:

The new adult fitness room is finally open. We are very pleased with how it turned out, and the members have been very complimentary on it. There will be some ongoing adjustments for the next few months, but overall, it is wonderful. We are still waiting for a few more pieces of equipment and will be having an open house/ribbon cutting with the chamber.

With that new room open, it has opened up the old multi-purpose room for our preschool and after-school programs to use. We are purchasing some portable basketball hoops and other games to put on the walls to use for those programs as well. At the first of the year, we will order a climbing wall to go on the south end of the room and an obstacle course. With those pieces available, we will be adding that room to our birthday party rentals and increase the fee by \$25.

Membership sales are doing well and our check-ins from last year at this time are up over 3000, which is great considering the pool was closed for the first 3 months of the year.

Parks & Forestry
Board Report
November 2023

- Finished winterizing all the restrooms, shelters and irrigation systems.
- Did our fall spraying of the Parks and areas around the lake.
- Hauled dirt to Public Beach & Day Camp to fill in low spots to make it more mowable.
- Cleared some more trees in the access lots around the lake before the Auction.

- James Valley Nursery donated & planted the trees along 7th at City Hall and 3 trees at Northridge Park.
- Mulching leaves.
- Cleaning up around the shop putting equipment away for the winter.
- Moved the handicap docks into the bays for the winter.
- Pulled the bouys and docks out of the lake.
- Pulled the flowers from Hitchcock and Patton Young.

***PARK BOARD REPORT – SPORTS COMPLEX
NOVEMBER 16, 2023***

CADWELL:

- Irrigation and bathrooms blown out.
- Spraying done.
- Sun shades, batting cage and batters eye is down.
- All programs are done.
- One more round of mowing. Still mulching leaves.
- All the steel is up for the press box. Painting is next. They are trying to get it enclosed before it gets too cold.

SOCCER:

- DWU men and women made the GPAC tournament. Finished season on Nov. 2nd.
- Irrigation, bathrooms and Fisher building blown out.
- Nets are off goals.
- Spraying is done.

ICE ARENA:

- First pre-season games were Nov. 4th. Girls 15U tournament this weekend. First league games are Nov. 24th.
- Staff is dry shaving, edging and cleaning.
- Started open skate on Oct. 30th. Only running bumper cars on weekends.
- Great Plains Roofing did some work on the roof. Waiting for rain to see how it holds up.

***November 2023
Director's Board Report***

Lake Lots Auctioned

The seven platted and offered lots sold at public auction on October 23 for a collective total of \$995,000.

Related to prepping the lots for auction, there had been a concern presented earlier this week by an individual who owns a lot adjoining one of those sold, indicating that our parks crew actually removed trees (of his) which had been several feet over the property line. Brad and I went out and visited with the individual earlier this week.

2024 Rates

We'll be looking at and presenting for approval at the board meeting our department rate structures. Some will be addressed in November; one other will likely wait until December. Still others will be recommended for no increases at this time, due to varying circumstances. Those requested adjustments will be as follows:

Rec Center: Rate adjustment requests are included in the board packet.

Player Fees: Adjustments for 2024 are recommended, as per included information.

Campground: No adjustments recommended for 2024. There'll be road construction in front of the campground, as State Highway 37 will be re-worked for the next two years. When (if) we get the emergency shelter/new comfort station, it'll be good timing to look at adjusting rates at that time. The other factor would be that if we find that we are perceivably undercutting the rates of local private campgrounds, we should further discuss making an adjustment.

Park Shelters: No adjustments recommended until significant improvements are made to the indoor facilities. The budgeted and scheduled (for 2024) A/C installation for Patton Young will be a step in the right direction.

Tree Removals: We'll further visit this one in December. Steve's shop/work time has been limited for the past month, due to family-leave reasons, and I'd like time to further discuss this with him prior to making a recommendation.

Clean-Up Work Around Lake Mitchell

Dead/diseased tree and branch removal and brush (honeysuckle and buckthorn) removal continues. The latest areas to be addressed have been Camp Arroya and the amphitheater. It was mainly brush removed at Camp Arroya, and there was a combination removed at the later. Some new, well-spaced trees will be planted next spring on the flat areas along the west and south perimeters of the amphitheater. John McCleod has graciously marked (with signage) the places where we intend to plant them.

In addition, fill and black dirt of been added to the west of the Public Beach area, where the ground was leveled. This was done, as well, along the west side of the peninsula and north of the VB court at the Day Camp. The plan is to seed both of these areas prior to snow fall.

Engineering Discussions and Related Updates to Plans for Jetty Construction

We've had several discussions as of late with representatives of Shive-Hattery and Brosz. We finalized a decision on the type and width of the to-be 'permanently' (versus seasonally) placed floating docks, as well as the design of the shelter to be located on the jetty. There is a yet-unknown jetty construction cost variable, that being, if the lake will or will not be drained prior to construction. If the lake will be drained prior to construction, they be able to utilize a clay/gravel fill, with the exception of riprap shouldering for along the sides of it all.

Conversely, if the lake will not be drained in advance of the jetty construction project, the materials will consist of mainly rock for the jetty, a cost to be more significant than the only-fill option, fill which would be taken from city-owned lands.

Also, because the cost of goods has increased since the inception and approval of this project, we've selected a more practical shelter with the same foot print. In addition (or rather, subtraction), the number of docks within the marina may not be as numerous at the start. Both are plans to help remain within the original budget for the jetty and marina.

Bench Installation at Bella's Butterfly Garden

A bench was recently purchased in memory of Margaret Pierson, and it was placed (mounted on a slab) by the parks crew within Bella's Butterfly Garden in Northridge Park in late October. A commemorative plaque will be added to the bench in the near future.

Cadwell Stadium Press Box and Canopy

Work has been progressing, as of recent, on the structure. There had been a several-week delay after the contractor doing the digging severed (at the base of the footings) the lines for both water and internet. The steel framing is now in place, but some welding still remains to be completed. The contractor still plans to clean and paint the steel yet this week or next; he has been cautioned about painting in conditions outside of the manufacturer's recommended conditions and also to clean the steel members per specification prior to painting.

Resident Request to Remove Public Dead Tree from Vacated Alley

Last week, we had a request from a resident on South Minnesota to remove a dead tree located in a vacated alley so that he, in turn, could contract to remove his own (larger) dead tree behind it. After discussing the issue with both the homeowner and Brad, our crew foreman, it was determined that the parks crew will remove the tree, but not until their schedule allows for such. Thus, it was indicated to the property owner that he could remove it at his expense, if he found need to have his own tree removed sooner rather than later.

Inquiries Regarding Outdoor Ice Rinks

We had two separate inquiries in the past month regarding the possibility of creating outdoor rinks. One was regarding Munroe Park, where there had been a rink in the past; the other was asking about placing one in/on the Corn Palace Plaza.

To prep for the former rink in/at Munroe, the parks crew would begin flooding daily (five nights per week) around Thanksgiving, in hopes of having usable ice by Christmas break. The ice would then be usable for approximately one month. Evidently the water had not been metered at that time, but those arrangements are no longer likely. It sounds as though the warming house had been staffed through the Rec Center.

Following the Munroe Park rink years, the outdoor rink migrated to outside the arena.

It is my understanding, that once the second sheet of ice was built within the arena, there was a verbal agreement between the Park/Rec Board and hockey that outdoor public rinks would cease to exist in Mitchell.

9. Approve Placement of "Retired Flag" Drop Box at Veteran's Park

Director Nelson informed the Board there was a request to place a "Retired Flag" Drop Box at Veteran's Park. There is an area to the west of Veterans Park on the edge of the parking lot. Right next to the park is an area that is still considered to be city property, and we are seeking approval for the placement of the drop box, noting there is currently one out at the cemetery which is getting great use and to have another location next to the Veteran's Park would be appropriate. Motion Jerke, Second Thompson to approve the placement of a "Retired Flag" Drop Box at Veteran's Park as proposed. Motion carried.

10. Approve 2024 Proposed Park, Recreation & Forestry Fees

The Board reviewed the submitted 2024 Proposed Park, Recreation & Forestry Fees. Director Nelson noted the proposed fees did not include trees or campground, those will be addressed next month. Motion Deuter, Second Thompson to approve the 2024 Proposed Park, Recreation & Forestry Fees as submitted. Motion carried.

11. Next Meeting Date

Thursday, December 14, 2023 at 6:00 PM

12. Adjournment

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