



Parks & Recreation Board Meeting
City Council Chambers, City Hall, 612 N. Main Street
December 14, 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, Adam Schulz, Dennis Thompson. Council Liaison: Susan Tjarks

Absent: Clayton Deuter

Staff Present: Kevin Nelson, Kevin DeVries, Angel DeWaard, Jeremy Nielsen, City Attorney Justin Johnson

2. Citizen's Input

3. DELEGATIONS

A. MAC Area Events - Seeking Approval for Placement of Stationary Outdoor Fitness Equipment

The delegation has been moved to the regular meeting in January due to illness.

4. ADDITIONS OR DELETIONS

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

5. Minutes

Minutes of the November 16, 2023, meeting were reviewed. Motion Jerke, Second Thompson to approve November 16, 2023, Minutes as read. Motion carried.

6. Approve Financial Reports

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

7. Department Reports

Recreation Board Report

November 18 – December 14

Kevin DeVries

Programs:

We started winter tennis and will be wrapping up on December 14. We ended up with 22 in that program, which is held in the 4H building. Our level 3 swim lesson class will also wrap up December, 14. We will start another session in January.

Youth wrestling will start on December 19. There will be a parents meeting on December 11. As of 12/5 we have 73 kids signed up for that.

Men's basketball league meeting will be held on December 5. We have 33 teams signed up. That is the most we've ever had. We decided not to have our 5/6 grade youth traveling league this January and February. We haven't gotten as many teams the past couple years and decided that if we can add more men's basketball teams, we can use that designated gym space for that.

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

Recreation Center:

We will be hosting a ribbon cutting for the new adult fitness room on Wednesday, December 13 at 10:00 a.m. with the help of the chamber. It will be nice to officially kick that room off.

We hosted a swim meet from December 1-3. They had 290 swimmers, so it was a busy weekend. It's been almost 2 years since we hosted a meet and things went pretty smooth. We were able to let the club use the front gym and the youth room for camping and concessions, so it flowed much better, and we didn't have to give up our back gym for members. We met with the swim club last week to work out a contract for 2024 that you'll be voting on tonight.

We have lined up contractors for January to paint the lobbies and hallways the same color as the remodeled room. We will also be retiling the rest of the facility with the same tile that was put in the hallway by the new room, so everything will have a nice new look for the start of the new year.

We did have to discontinue our fitness on demand system. We had been having some trouble over the last couple months with it and when we called the company, we were told that they no longer support that older system.

Parks & Forestry Board Report December 2023

- Put up the Christmas decorations and tree
- Took down the tennis nets
- Put up fence in the new location for splitting firewood for Campground
- Hauled out tree piles from around the lake

- Added black dirt and seeded grass at Day Camp and Public Beach
- Added wood mulch to the playground at Northridge Park
- Mulching leaves
- Putting equipment away and cleaning up around the shop
- Maintenance on snow removal equipment
- Trimming trees above sidewalks in the parks
- Hauled dirt and gravel to Celia Kelly Park to fix the parking area and driveway.
- Filled in other holes around Lake Mitchell from vehicles off-roading

PARK BOARD REPORT – SPORTS COMPLEX

December 14, 2023

ICE ARENA:

- Games are in full swing. We have had 2 tournaments so far, one next weekend, squirt jamboree, with 15 games. Then off for games until weekend of Jan 5th with Pink the Rink on Jan 6th.
- Figure skating had their holiday show last Sunday. That ended their fall session but do have ice time scheduled over Christmas break.
- Hours through Dec: Hockey will use 493.25 hours with 167 skaters. Figure skating will use 184.5 hours with 38 skaters.
- Staff is edging, dry shaving cleaning, changing light bulbs over both rinks.
- Open Skate between Oct. 30 and Dec. 6 has made \$4,629. We have had 41 bumper car rides, 5.31% of sales.
- USA national sled hockey team and a local sled hockey team will be doing some rentals in January.
- Tessiers will be coming in to put snow guards up above all the vents, guards around the vents and a ladder to access the roof. Around November 20th we had some rain. One spot was dripping very slowly.

CADWELL:

- Steel is all up at the press box. One coat of paint on everything, 2 coats on where the press box is going. Framing of press box taking place now.

December 2023

Director's Board Report

2024 Tree Removal Rates

Rate structures will be discussed at the December board meeting. I located the board minutes from early 2019, which had indicated that the intent was to visit this one annually. The current rates are based upon FEMA equipment rental rates from 2017. However, rates have not been adjusted since that meeting, and there has been substantial increases in these (FEMA) rates since that time. I will bring some comparisons (2017 current) to discuss, not necessarily to propose.

Clean-Up Work Around Lake Mitchell

Brush and overgrowth removal work continues at Camp Arroya. When the volunteer work wraps up at this site the week of December 11, we'll still have plenty of hauling, mostly out (of branches and trees) but some in (of fill and black dirt).

Cadwell Stadium Press Box and Canopy

Portions of the steel did get the required second coat of paint applied. We've been told that those are/were the areas which will be covered with wood (the press box), as they are now wood-framing and enclosing the press box itself. The remaining steel, we have been told, will be given the second coat of paint at another time.

Resident Request to Remove Public Dead Tree from Non-Vacated Alley

One (dead tree) has now been removed at this location by the Parks crew. Steve believes this will allow enough room for a trees contractor to safely work with the homeowner's tree. If they wish for the second tree to be removed, since it is still living, we would need to assess a fee for such.

Inquiry Regarding Lights at Hitchcock Ball Diamond

We were asked about the possibility of resurrecting the lighting at the Hitchcock ballfield, as one or two youth leagues desire a Wednesday-evening location for baseball games, most of which would be played prior to sunset. The games would involve Mitchell teams competing against those from other communities, so it's not as simple as just moving the weekly game night for a 'local' league. Muth Electric is pulling together some numbers for us to check the needs and related cost so we can discuss the feasibility.

Cadwell Loop Stationary (fixed-in-place) Fitness Equipment

We've had a couple of meetings over the past few weeks, inclusive of department staff and some local professionals who are interested in pursuing the addition of fitness equipment at several locations around the Cadwell loop. One or both of these individuals will present the concept to the park board at our regular meeting on December 14.

Weekly Supervisor Meetings

We continue near-weekly meetings with supervisors early Monday afternoons. This assists in keeping us all on the 'same page.'

Retaining Wall at the Public Beach

The capital expense project of replacing the existing retaining wall (made of railroad ties) along the east (entrance) driveway at the Public Beach has been approved for 2024. The railroad ties will be replaced with landscape blocks. Our crew does a great job with such (as it was they who completed the block work closer to the lake at this site several years back), but, this time, the work will be contracted, in the interest of keeping the mowing and others needs throughout the parks up to speed.

Safe Room Plan for Lake Mitchell Campground

We still haven't any official word that this funding application will be approved by FEMA. However, earlier this week, we were requested to submit to them a Saferoom Cultural Resource Survey (an archaeological assessment) of the proposed site. This means that our proposal is still under consideration.

Pickleball Courts

Regarding archaeological assessments, we were requested to submit one for Hitchcock Park this past week, as well, for the selected pickleball courts site. So, even though the funding has been approved by the State, the Feds will not release the funds until 'all boxes have been checked,' so to speak.

We're also been asked to make a determination on whether or not Birch Avenue, the gravel service road along the south edge of the park, is actually a part of the park. Engineering is making that determination.

Garbage Cans at Dry Run Creek Park

The parks crew removes the majority of garbage cans at the park each fall and returns them in the spring. When I was walking my daughter's dog through there, I noticed the change in terms of the distance which I needed to carry the used doggie bags. At first, I thought it was just me being too particular. However, I then noticed used (filled) doggie bags in various places along the trail and realized that I wasn't alone. So, I made a request for (some of) the cans to be replaced. Shortly after doing so, I received a letter from a woman in that neighborhood who was concerned about the same. I wrote a letter in return, indicating that the concern had already been addressed, based upon my having seen the need. She wrote again, this time with a 'thank you' card, in it, expressing her gratitude for addressing the issue.

Parade of Lights

I had the privilege of participating in last week's Parade of Lights with the Mitchell Area Chamber of Commerce unit. The 'near balmy' weather resulted in many more spectators than the Chamber had anticipated, as their glow-stick hand-out to kids ran short of the end of the parade route. They've indicated that they'll prep for additional spectators (and related distributions) in 2024.

8. Approve the 2024 Dakota Riptide Facility Use Agreement

Motion Jerke, Second Norden to approve the 2024 Dakota Riptide Facility Use Agreement. Motion carried.

9. Discussion - Hitchcock Baseball/Softball Field Lights

Board held a discussion on the potential of resurrecting the lighting at the Hitchcock ball diamond.

10. Executive Session: Motion To Enter Into Executive Session In Accordance With SDCL 1-25-2 (3) Legal

Motion by Norden, Second by Jerke to enter into Executive Session at 6:37 PM as permitted by SDCL 1-25-2 (3) Legal. Motion carried.

Board President Retterath declared the Board out of Executive Session at 7:02 PM

11. Next Meeting Date

Thursday, January 11, 2024 at 6:00 PM

12. Adjournment

There being no further business, the Board adjourned at 7:04 PM