



Parks & Recreation Board Meeting
City Council Chambers, City Hall, 612 N. Main Street
March 21, 2024

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, Adam Schulz - arrived at 6:04 PM

Absent: Luke Norden. Council Liaison: Susan Tjarks

Staff present: Kevin Nelson, Kevin DeVries, Angel DeWaard, Steve Roth

2. Citizen's Input

3. DELEGATIONS

4. ADDITIONS OR DELETIONS

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

5. Minutes

Minutes of the February 8, 2024, meeting were reviewed. Motion Jerke, Second Thompson to approve the February 8, 2024, Minutes as reviewed. Motion carried.

6. Approve Financial Reports

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

7. Department Reports

Recreation Board Report
February 9 – March 14
Kevin DeVries

Programs:

Coed Volleyball wrapped up its season on March 10. We have a couple more weeks left of men's basketball as their tournament will wrap up by the 1st week of April.

Jamie had a level 2 swim lesson class that will wrap up on March 7. She will also be holding a lifeguard training class on March 23-24 for anyone 15 years and older.

Youth wrestling is wrapped up for those not wanting to go to the region or state tournament.

The summer brochure is almost complete. We will be sending in our final proof on Friday, March 8th and it should be ready to be sent off after that. It will be out the week of April 1 with it going to the schools on April 5. Registration opens April, 15 at 8:00 am online only.

Met with the State Special Olympics committee and things are looking good for the state basketball tournament in Mitchell on March 23-24. We are assisting with lining up facilities, getting medical staff for the facilities and other volunteers. If anyone is interested, they still need officials.

Recreation Center:

We got our cubbies installed and the rockwall put up in the youth room. The afterschool and preschool kids have been loving it.

We have been very busy with traffic these first two months of the year. We have had our best 2 months ever financially to start the year off so we hope and expect that will continue.

Preschool registration for next year went great. We did it all online and had no issues. Our 3-year-old class is full with several on the waiting list and the other two 4-year-old classes and close to being full.

The gymnastics meet we hosted on Feb 17-18 went well. The equipment didn't all fit as they thought so we moved the beam to the youth room and they also had concessions in there as well. I think overall they were pleased but we have a lack of seating for something like that so not sure if they will want to do it here again or not but we would certainly welcome them again.

Got our annual reports done for 2023 and will be looking at the 2025 budget in the next few months. We will bring a few capital items for you to look at the May or April meeting.

Parks & Forestry Board Report March 2024

- Finishing up removing dead boulevard and park trees
- Hauling tree piles from around the lake
- Put up the tennis net and turned the lights on. Tennis practice starts March 11th
- Putting out more trash cans
- Cutting and splitting firewood for the campground
- We have one set of campground host returning and hired a new host for this season

- Adverting and interviewing for seasonal staff
- Put the west end boat dock in
- Starting on the playground at Patton Young by taking out all the old equipment and sand
- Maintenance on equipment getting it ready for spring

PARK BOARD REPORT – SPORTS COMPLEX

MARCH 14, 2024

ICE ARENA:

- Hockey is done with league games. Teams have started drop hockey practice. Men's league tournament is April 12-14.
- Figure skating had their spring show March 3rd. They will continue practice through April.
- Open skate is slowing down a little bit. I will continue to watch numbers. We usually close it down during the week and move to just weekends towards the end of march. Rentals are doing good, 6 scheduled in the first part of March already.
- Staff is continuing cleaning, dry shaving and edging.

CADWELL:

- DWU baseball and softball have started. JV played 2 games in Feb. Batting cage and batters eye is up. Checking weather to see when to turn on bathrooms.
- New backstop pad put up on DWU softball field. Partial payment from DWU.
- Travel team meeting set for March 21. We will be putting bases out on park fields.
- We will start putting out bases and garbage cans on the softball fields. Women's softball league helped purchase 16 new magnetic bases and 8 new pitching rubbers.
- One of the Cadwell pumps will be pulled to see exactly what is wrong and look at getting fixed.
- Doors and windows are installed in the Cadwell press box as of March 1. Windows ended up being too high so change order is in to lower them about 4".

SOCCER:

- DWU soccer has started spring practices. They will have a couple spring games in early April
- Have not heard yet when MSA will start.
- We do have a tournament scheduled April 19-21. A group out of Tea. DWU is hosting a tournament memorial weekend.
- We will start putting nets on and garbage cans out. Looking at weather to turn on bathrooms.

March 2024 Director's Board Report

Trails Committee

The Bike Trails Committee met on February 13 at 4:00 p.m. in the council chambers. Discussion was held on a variety of topics, including the possibility of applying for grant funding to light the to-be concrete trail from Frank's Bay to Lion's Point Park. Consensus was to visit this possibility at a later day and then rather apply any near-term funding toward the pavement for existing trails.

Discussion also included additional trails work which the Palace City Pedalers would like to perform.

"Naming" (and signing) Public Areas Along Lake.

As per was noted in the board meeting in February, there is perceived need to officially name (and sign) a number of public access areas around Lake Mitchell. So that we might begin to address this, Steve and I rounded the lake one morning early during the week following the February board meeting, to view and discuss which properties may have need for naming. Realizing that some spaces might already have 'handles' via lake residents, I reached out to Joe Kippes to meet to discuss, and we connected on February 16. I then compiled the list and sent it off to Steve and his crew to discuss. The parks crew then added some commentary to help refine the list. Said document of possible names is included for discussion (but not yet adoption) at the March Park Board Meeting.

Shed Vandalism/Damage

The 'Pheasants Forever' shed (east of Camp Arroya, along the lake) sustained some vandalism damage recently; it was reported to us third-party on February 15 via a trail walker to a rep of the Palace City Peddlers and then, in turn, to us.

Chamber Facebook Marketing for Rec Center Aquatics Staff

Mitchell Chamber and Development Corp has been creating a variety of Facebook advertisement videos over the past couple of months, and the Rec Center and Aquatic Center were the latest to benefit on Valentine's Day and for days following the release of the short videos.

Request for a Memorial Tree

Two weeks back (I was gone last week) I arranged for a conference call for this past Monday, with several individuals to be on each end, to discuss the possibility of placing a memorial tree either within a park or within a boulevard in the downtown retail area. As the meeting progressed, it 'took a turn' to where the request was steering toward placement within the cemetery. I then indicated that I would need to contact Jason and Aaron (who were both out) regarding said request, as they would have the details on where the location of their husband/wife relatives are buried. That next meeting will now be next week.

Supplemental Appropriations

City council approved this past Monday the purchase of some items and funding for some projects for the campground, parks, and the sports complex. Parks will be able to purchase a replacement (late model) pick-up and a (new) lift gate to replace ones which were rendered inoperable in a rear-end collision outside the aquatic center this past summer. The campground will get a boat lift for the pontoon, so that we can leave it 'in' the lake for public rental purposes. The sports complex will receive funding to cover the expense of replacing the

fire sprinkler system in the arena, which developed (leak) issues after the budgeting process for 2024 was completed, as well purchasing some picnic tables for the dog park. In addition, some funding was added for smaller projects which had not been completed in 2023.

Cadwell Press Box

There were some 'modifications to the height of the windows' in the press box. These changes were authorized last week due to a concern presented by Mitchell Baseball regarding visibility. I'm quite certain that Jeremy will detail this for the board at the meeting.

Superintendent Meetings

We continue regularly with staff superintendent meetings, to keep across-department happenings, successes, and challenges communicated within the work groups.

Settlement for Loss of Revenue for Rec Center Pool

A settlement has been reached for loss of revenue which was incurred during the down time needed for repairs at the Rec Center pool. Details will be available soon.

Rental Agreement for Pontoon

The department has been approved to acquire both a new dock and a covered boat lift for the pontoon boat, so that the pontoon can be kept in (directly above) the water and accessible for public rental purposes. Details will be hammered out over the next couple of weeks to prepare a pontoon boat rental agreement document for board approval. We have a sample document from a regional marina from which to glean relevant rules and fees.

Inquiry Regarding Possibility of Additional Sidewalks to and within Northridge Park

I had an inquiry from a council member earlier this week, indicating resident interest in additional walkways to access the park and for within the park. I have since discussed this with Steve and the engineering department to check feasibility and cost. They'll have something back on this in the next couple of weeks.

Grant Opportunities

There are of couple of additional state grant opportunities for funding for trails and amenities with deadlines approaching in early and late April. One requires matching funding, while the other does not. intend to submit applications for both for two separate intended projects.

8. Approve Concession Facility Operation Agreement 2024

Board reviewed the Concession Facility Operation Agreement 2024. Director Nelson noted the only change was the fee increase from \$330 to \$350. Motion Jerke, Second Schulz to approve the Concession Facility Operation Agreement 2024. Motion carried.

9. Approve Concession Stadium Operation Agreement 2024

Director Nelson noted during the review that there were no changes to the Concession Stadium Operation Agreement 2024. Motion Skinner, Second Thompson to approve the Concession Stadium Operation Agreement 2024. Motion carried.

10. Approve Facility Use Agreement Mitchell Baseball 2024

Director Nelson reviewed the Facility Use Agreement Mitchell Baseball 2024 with the Board, noting the following fee changes: \$1.00 increase for diamond & field practice fee per athlete; \$1.00 increase for diamond & field game fee per diamond/per day; \$1.00 increase for lights per diamond/field per hour. Motion Skinner, Second Schulz to approve the Facility Use Agreement Mitchell Baseball 2024. Motion carried.

11. Approve Facility Use Agreement Softball 2024

Director Nelson reviewed the Facility Use Agreement Softball 2024 with the Board, noting the following fee changes: \$1.00 increase for diamond & field practice fee per athlete; \$1.00 increase for diamond & field game fee per diamond/per day; \$1.00 increase for lights per diamond/field per hour. Motion Jerke, Second Deuter to approve the Facility Use Agreement Softball 2024. Motion carried.

12. Approve Facility Use Agreement Travel Teams 2024

Director Nelson reviewed the Facility Use Agreement Travel Teams 2024 with the Board, noting the following fee changes: \$1.00 increase for diamond & field practice fee per athlete; \$1.00 increase for diamond & field game fee per diamond/per day; \$1.00 increase for lights per diamond/field per hour. Motion Skinner, Second Deuter to approve the Facility Use Agreement Travel Teams 2024. Motion carried.

13. Approve Facility Use Agreement Mitchell Soccer Association 2024

Director Nelson reviewed the Facility Use Agreement Mitchell Soccer Association 2024 with the Board, noting the following fee changes: \$1.00 increase for diamond & field practice fee per athlete; Increase to \$55 for diamond & field game fee per diamond/per day; \$1.00 increase for lights per diamond/field per hour. Motion Thompson, Second Jerke to approve the Facility Use Agreement Mitchell Soccer Association 2024. Motion carried.

14. Discussion - Possible Names for Lakeside Access Areas

The Board held a lengthy discussion on possible names for Lakeside Access Areas to be brought back to the Board at a future meeting for approval.

15. Next Meeting Date

Thursday, April 11, 2024 at 6:00 PM

16. Adjournment

There being no further business, the Board adjourned at 6:52 PM