



Parks & Recreation Board Meeting
City Council Chambers, City Hall, 612 N. Main Street
April 11, 2024

1. Call to Order

Meeting called to order by Chris Retterath, President of the Board, at 5:58 PM

Present: Chris Retterath, Andy Jerke, Pat Skinner, Clayton Deuter, Dennis Thompson, Luke Norden, Adam Schulz. Council Liaison: Susan Tjarks
Adam Shulz left meeting at 7:00 PM

Staff present: Kevin Nelson, Kevin DeVries, Angel DeWaard, Steve Roth, Jeremy Nielson.

2. Citizen's Input

3. DELEGATIONS

A. Discussion: Jordan Hanson - Dog Park Shelter Structure

Jordan Hanson presented to the Board a concept for the construction of a dugout style of shelter he would like to construct in the large dog park area southeast of the shelter belt, noting his hand drawn design shows three walls with an option for a fourth wall and windows along the back with possible license plates covering the sides, sloped steel roof and bench seat inside. A lengthy discussion was held in which the Board expressed their concerns that the shelter be constructed to conform with surrounding structuring in the sports complex facility, lack of lighting, location of shelter/shelters, vandalism, maintenance/snow removal, visibility for citizens and law enforcement, and using glass windows. Council Liaison Tjarks informed Mr. Hanson there is a process for all projects brought forth by citizens, as this would sit on city property and would be a city-owned facility, so if you want to donate the money or labor it still has to go through the process of an engineering design with supporting cost documentation, materials/labor, location and other aspects deemed necessary to then be brought back before the Park Board. The Board instructed Mr. Hanson to come back to the Board with Cad design with cost, materials plus color texture, roofline and materials for that, windows/plexiglass/open slots, location on a map and direction it will face, floors made up of what materials. The Park Board would then either approve the plans and then have Mr. Hanson go in front of the City Council for final approval or the Board could deny it. However, there would be the opportunity to make changes and bring it back before the Board to reevaluate for approval.

4. ADDITIONS OR DELETIONS

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

5. Minutes

Minutes of the March 21, 2024, meeting were reviewed. Motion Deuter, Second Jerke to approve the March 21, 2024, Minutes as reviewed. Motion carried.

6. Approve Financial Reports

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

7. Department Reports

Recreation Board Report

March 15 – April 11

Kevin DeVries

Programs:

Coed volleyball and Men's basketball leagues have wrapped up.

The summer brochure went out last week. It's on our website and went out to the schools on April 5. Registration opens April, 15 at 8:00 am online only. This year we've added a QR code that people can scan and it will take them directly to the online catalog to make things even easier for them.

Special Olympics basketball went well. Due to the weather, they did have to cancel Sunday and just went with a one-day tournament on Saturday. Mitchell will be hosting again next year.

We cancelled our annual basketball tournament that was to be held on April 6. We had to push it back a month this year due to the NAIA playoffs schedule. We knew it was going to be tough going that late and we didn't have enough teams. Next year we will be able to go back to our normal weekend. We also will be having one October 26 this fall.

Recreation Center:

The Rec Center is continuing to stay very busy. We've had a lot of new memberships as well so we hope that continues.

We've been having some issues with parents bringing their young kids with them when they workout. Some of these kids are very small and run around the adult fitness areas. We are stressing that our policy is you must be 14 or older to be in the workout rooms or be with Adam or Thomas. It is a safety concern when those small children are in those rooms playing on the equipment.

We are getting quotes for updating our front desk set up in 2025. I'm going to start working on the budget in April so that will be a capital project we will have the board look at for 2025.

Open swim on the weekends and school days off have been great. We won't be having open swim the weekend of April 20 as that is prom weekend and all of our guards will be out.

**Parks & Forestry
Board Report
April 2024**

- Working on the playground at Patton Young when we can
- Cutting and splitting firewood for the campground
- Cleaning up around the campground raking leaves picking up branches general maintenance
- Starting to clean up landscape beds at the Plaza and downtown areas
- Snow removal
- Working on equipment
- Trailer maintenance
- Moved our tree watering tank out of an older pickup to a slightly new pickup
- Adverting and interviewing for seasonal staff

**PARK BOARD REPORT – SPORTS COMPLEX
APRIL 11, 2024**

CADWELL:

- DWU baseball and softball is going on. Each have around 4-6 home double headers left. GPAC tournaments are first part of May.
- High school softball and Mitchell spring baseball started. Softball has 6 home double headers left.
- Some travel teams have started practices. Slow pitch softball starts the first part of May. Early bird tournament is May 4th, 10- and 12-year-olds.
- Started turning on bathrooms at the complex. Might be charging main line irrigation this week. We will be putting up sun shades this month. Field maintenance, cleaning, game preps, start thatching and mowing.
- Press box got the windows lowered and tin starting going on last week.
- Rebuilt irrigation motor installed.

SOCCER:

- MSA started last Monday. They will be using 18 different size fields. We got nets put on but waiting to paint their fields until we know what needs painted for tournament.
- Tournament will be put on from a group from Tea, April 19-21. Waiting to hear how many teams and what fields will be needed. DWU tournament memorial weekend hasn't had much interest so they might do a camp instead.
- DWU had a game last weekend and will do a couple more weeks of spring practices.
- Turned on bathrooms and water at Fisher building, cleaning, laying out fields, getting ready for the tournament, look at starting up irrigation soon.

ICE ARENA:

- Drop hockey practices finished last Thursday.
- Men's league tournament this weekend. 37 games on both rinks Friday-Sunday.
- Look at starting to take out ice on Toshiba Rink next week.
- Innovative Rink will be up until first part of May with figure skating practicing until the end of April.
- 1 or 2 more weekends of open skate and bumper cars after this weekend.
- New heaters in Innovative should be installed by men's tournament.
- No leaks in roof from melting snow last week.
- Cameras have started to be installed in the rink last week, 8 total cameras.

April 2024

Director's Board Report

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

Names were discussed at the board meeting last month. Steve followed by having conversation with Cindy at Indian Village, regarding the turn-around space which is located several hundred yards south of Indian Village, along Indian Village Road, as well. It sounds as though this space may get used as much as once per year. So, we'll not move the cable to restrict access at this time. Also, we should be able to leave it to return to natural (brome) growth, other than when it might be requested to be mowed for overflow parking. No name should be needed.

Other spaces along the lake, as per discussion at the March meeting, will be requested to be named, all together, in board action at the April board meeting.

Trail Grant Application

A considerable amount of time was spent working on the grant application over the past two weeks, and it did get submitted by the deadline. Should the funding be approved, it is to be applied to surfacing (with concrete) the current gravel on the trail along West 23rd Avenue (across from the cemetery, etc.) and further to the west, where the trail moves to the north side of 23rd and proceeds toward the railroad tracks, and then north for a distance from that point. Just to clarify, if approved, this will NOT be enough funding to complete the surfacing on the full span of this trail going north/NW. It is hoped that additional applicable funding will be made available in subsequent years to address such.

Rental Agreement (and related checklist) for Pontoon

The document will be in the board packet for your review and discussion at the meeting. The several key points of the document wording which might be questioned include the following:

- "No rentals on Sundays or the three national holidays" that fall within the staffed campground season. This is due to the unavailability of staff to assist with the rental process. Our seasonal staff would not agree to work with the rental process, the details of which we can explain at the board meeting, and we have a full-time parks person who already works on Saturdays, in addition to others being on duty every weekday (except national holidays).

- “Rentals fees are non-refundable.” This will be discussed at the board meeting, as well.

A final copy will be ready for board approval at the board meeting in May.

Inquiry Regarding the Possibility of Individual Constructing a Lean-To at the Dog Park

As was overviewed to each of you via email earlier in the week, a one or more persons will be on hand at the board meeting next week, to present the idea of an individual constructing a lean-to shelter at the dog park. This is not listed on the board agenda as an action item.

Chamber Facebook Marketing for Summer Rec

Chamber staff Johanna and Doreen went over to the Rec Center to do some creative video advertising work with Kevin DeVries on April 4 in relation to promoting summer recreation programs and registration. Staff are generally receptive of incorporating the Chamber ‘flair’ into their marketing.

Settlement for Loss of Revenue for Rec Center Pool

I had briefly overviewed this last month. It seems a few details are still in the works, but the outcome (amount) is likely to be the same.

Superintendent Meetings and Divisional Staff Meetings

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

Also, I will be reaching out to meet with divisions on a regular to semi-regular basis. I met with the parks crew on a Friday two weeks back.

8. Approve Tennis Association Facility Use Agreement 2024

Steve Roth noted only change is Players fee went from \$12 to \$13/per player. Motion Jerke, Second Tompson to approve the Tennis Association Facility Use Agreement 2024. Motion carried.

9. Approve Names for Lakeside Access Areas

Motion Deuter, Second Norden to approve Names for Lakeside Access Areas and to have Director Nelson update the map with names. Motion carried.

10. Discussion: Review of Pontoon Rental Agreement

Director Nelson reviewed with the Board the draft Pontoon Rental Agreement and safety check list. A brief discussion followed.

11. Next Meeting Date

Thursday, May 9, 2024 at 6:00 PM

12. Adjournment

There being no further business, the Board adjourned at 7:22 PM

