



Parks & Recreation Board Meeting
City Council Chambers, City Hall, 612 N. Main Street
May 9, 2024

1. Call to Order

Meeting called to order by Andy Jerke, Vice President of the Board, at 6:00 PM

Present: Andy Jerke, Pat Skinner, Clayton Deuter, Luke Norden, Dennis Thompson. Council Liaison: Susan Tjarks arrived at 6:16 PM

Absent: Chris Retterath, Adam Schulz

Staff Present: Kevin Nelson, Kevin DeVries, Angel DeWaard, Steve Roth, Jeremy Nielsen, City Administrator Stephanie Ellwein

2. Citizen's Input

Cory Arneson informed the Board he has a family membership. A couple of weeks ago, his eight-year-old daughter was asked to leave the fitness area because she is not 14, which he said he was not told when he got the membership. In the Rec Center policies there are a couple of areas where the policy on age contradicts itself. He said she has been there numerous times and has never had this issue and is always within his eyes' view, except when stepping out to use the restroom. She was asked to leave after returning from the restroom. The employee stated she wasn't allowed in the fitness area even with a parent. However, if she was with a personal trainer she could be in the fitness area. Feels policy should be changed to allow a child to be in the fitness area with a parent.

3. DELEGATIONS

4. ADDITIONS OR DELETIONS

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

5. Minutes

Minutes of the April 11, 2024, meeting were reviewed. Motion Norden, Second Deuter to approve the April 11, 2024, Minutes as reviewed. Motion carried

6. Approve Financial Reports

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

7. Department Reports
Recreation Board Report
April 15 – May 9
Kevin DeVries

Programs:

Summer program registration went very well starting on April 15. People didn't have many issues this year which is great to and adding the QR code on the brochure made things even easier to get where they needed to be.

Numbers for programs after the first day were down some from last year but we hope to pick up the closer we get to the summer. This year we did have a lot of the lower levels fill right away so we will be looking at the classes that didn't get any and added more of the lower levels with waiting lists on them.

We will be having our outdoor family pool pass sale the week of May 6-12. That's a busy time as they get a 25% discount during that week. They can do that online or walk-in.

Todd and Jamie have been finalizing staff for the summer and setting up staff meetings for each program.

We will be painting the inside of the outdoor aquatic center building the first or second week of May. The target date to open will be May 31.

Recreation Center:

With school winding down and the weather getting nicer kids after school has been a little quieter but still good. Our senior and adult usage is still holding on strong but as always come summer will dwindle a bit.

Our Preschool will be ending on May 16. We have had a great year with that and looking forward to next year already.

With school getting out earlier this year we will be starting our open swim hours at the indoor aquatic center on May 20. Those days will be Monday & Thursday from 1:00-5:00 and Saturdays 1:00-4:00.

Youth athletes have already started coming in working with Adam and will pick up even more come mid-May when school gets out. Thomas has been working on another diabetes prevention class that will start in July.

Parks & Forestry
Board Report
May 2024

- Turned water on to all the shelters and restrooms
- Got the Campground up and going and the Campground host have started
- Mowing and cleaning up around the campground

- The new dock got delivered to the campground
- Put out the fishing piers and put the buoys in the lake
- Cleaned up the landscape bed at Bella's Butterfly Garden and put down new wood chips
- Put new wood chips in at the Plaza and other landscape beds downtown
- Fertilized the downtown areas, Hitchcock, Patton Young and Pioneer parks
- Planted 5 trees at the Amphitheater for Arbor Day with John McCloud and his group of volunteers
- Started working at the outdoor pool getting it ready for the summer
- Doing some repairs on the building at Camp Arroya
- Was making some good progress on installing the playground at Patton Young until all the rain
- Put up the banners downtown
- Mowing

PARK BOARD REPORT – SPORTS COMPLEX

May 9, 2024

CADWELL:

- DWU softball and baseball is done.
- Mitchell baseball and softball have 2 home games left. Legion and teeners start the end of May.
- Men's and women's slow pitch started this week. Wednesday and Thursday nights until the end of July.
- Had the early bird tournament last Saturday. 10- and 12-year-olds, 44 games on all 8 softball fields.
- Travel teams have been practicing at Cadwell and park fields.
- Staff is mowing, prepping games, cleaning, painting foul lines, putting up sun shades, irrigation turned on with a couple break that are fixed now.

SOCCER:

- MSA will go until end of May.
- I don't think there was enough interest in a DWU soccer tournament Memorial weekend but they are looking at putting on a clinic in July. Possible fall tournament by MSA.
- Tempo Soccer from Tea put on a tournament April 20-21 that went very well. 47 games that weekend.
- Staff is mowing, painting, cleaning, irrigation turned on.

ICE ARENA:

- Everything is done at the rink. North rink ice out April 23. South rink trying to get out the

end of this week.

- Since January 1 hockey used 404.25 hours for \$31,935.75. Figure skating used 261.25 hours for \$20,638.75.
- Heaters for south rink came in but couldn't get installed for Men's tournament. Wouldn't have used them anyways with the hot weather that weekend. We will set an install time up after ice is out.
- We will have the north rink fire system replaced this summer. Parts are ordered and on the way.

May 2024

Director's Board Report

Pontoon Rental Agreement

The document, as discussed at the board meeting in April, will be in the board packet for your approval at the May 9 board meeting.

Request by Individual to He/Himself Construct a Shelter at the Dog Park

As follow-up from the April Park Board meeting, where and when an individual presented an idea for him constructing a lean-to shelter within the dog park, there were concerns/questions for which he was instructed to bring answers to the board at the May board meeting. Since that time, as I had indicated in an email to each of you not long after the April board meeting, Kevin Genzlinger, an architect with Ciavarella Design (he is the one who designed the press box being constructed at Cadwell Stadium), stepped forward to offer his services in designing two renditions of what a shelter could look like at the dog park. The board will be viewing these designs on the screen and will be updated on how the individual would hope to proceed.

Things for you to consider at that time:

- *Size of the structure being proposed (options of 4'x8' and 4'x16' – which relates to half of this size for each side of the dividing fence - are included): Will one or the other be 'adequate' for perceived needs? (You could also entertain the option of allowing for one smaller shelter [4'x8'] on one side or the other, with the understanding that yet another would need to be constructed to serve the other side of the dog park).*
- *If the board is collectively agreeable to a shelter and where it shall be located, will you want for it to have windows?*
- *What would be the materials used for roofing and siding and the related colors?*
- *Who will be doing the concrete work?*
- *Would there be any proposed related cost to the city in the construction of the shelter (materials, concrete, repair of the fence, etc.)?*
- *It was noted by one or more board members in April that they thought installing lighting, for safety purposes, should precede construction of any shelter within the dog park. Note: A quote for lighting was obtained (from Muth Electric) several weeks back, and that quote came in at approximately \$12,300.*

Grant Application for Gainer Park Playground Equipment Replacement

Another grant application was submitted last week, this one seeking shared-cost funding to replace the playground equipment at Gainer Park. That particular equipment is our oldest full playground at 25 years. Some individual components within several parks, such as merry-go-

rounds, are much older. Should this funding application get approved, it would provide for reimbursement of 50% of the cost to purchase and install the playground, borders, and surfacing (both the poured-in-place rubber and the engineered wood chips).

Meeting with Mitchell Pickleball Association Representatives

On April 17 I met with representatives of the Mitchell Pickleball Association. We discussed what had been planned and presented for the grant application as well as some minor modifications to court (side buffer zone) dimensions, and they would still be very acceptable. It should be noted that the presented plan included 10-foot side buffer zones and that 7-foot is the standard. Ten-foot sides, I was told, are required with national tournament play, but without many more courts, it isn't likely that Mitchell would be looking at hosting a national pickleball tournament. It was also noted that seven courts would fit within the footprint of the originally planned slab for six courts, so depending upon what engineer's estimates and subsequent bids look like, there may be an opportunity to include one or more additional courts, with or without additional fundraising.

Volunteer Energy at Work in Parks

I've had several organizations contact me over the past couple of months, looking to do community service for the Parks department. One particular group, a student environmental group from DWU, went through Dry Run Creek Park on a Thursday afternoon a couple of weeks back and picked up trash items that had accumulated over the winter months. Another group, a multi-age classroom from Gertie Belle Rogers Elementary, has been working on a plan that they hoped to incorporate at Gainer Park in this next week. They, in their classroom, presented the plan to Kevin McCardle, Stephanie, and me a couple of weeks back. Their ambitions included a little free library, a tire swing, soccer goals, painting, planting flowers, gnomes, solar lights, bean bag boards, and raking/general park clean-up. They will get to do some painting, flower planting, and raking/clean-up. They'll be doing some fundraising (part of their lessons and experience from their teacher) in preparation for purchasing some of their supplies. We are still considering the little free library.

Director/Superintendent Meetings and Director/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 Pontoon Rental Agreement

Motion Thompson, Second Norden to approve the Pontoon Rental Agreement. Motion carried.

9. Approve Dog Park Shelter Design, Location and Construction

Jordan Hanson showed the Board a sample of the siding he would utilize for the shelter at the dog park as well as a solar light that he could place in/on the shelter as needed. Skinner noted the color of siding and roof should match existing structures in the Cadwell Sports Complex. Jerke expressed concern if only one shelter is being constructed in the large dog park area? Will there in the future be one donated for the small dog park area and would it match the one potentially being constructed in the large dog park area? Hanson assured it would be. Director Nelson noted the architectural design does change the location to an area

just slightly northeast which is on higher ground. Nielsen inquired as to whom was responsible for the concrete work. Hanson noted he has people lined up to handle that. The Board felt there should be no windows to avoid breaking of glass and hazards created from broken glass and the cost of continued replacement of windows. City Administrator Ellwein noted that anything that will be located on city property should have the engineering department look at the final plans before any construction takes place. Hanson assured this would be done if approved and would be construction around the middle of June and should take about a month to complete. A brief discussion followed. Motion Clayton to approve the Dog Park Shelter, Design, Location and Construction with tan paint, green roof at the highest location, with solar lights, no windows, any future structures will be replicated exactly to what is there and to have Public Works and Engineering review the plans before construction can begin. Second Deuter. Motion carried.

10. Next Meeting Date

Thursday, June 13, 2024 at 6:00 PM

11. Adjournment

There being no further business, the Board adjourned at 6:41 PM