

UNOFFICIAL MINUTES OF THE
PARKS AND RECREATION BOARD OF THE CITY OF MITCHELL
November 9, 2021

A regular meeting of the Mitchell Parks and Recreation Board was held Thursday, November 9, 2021. The meeting was called to order by Chris Retterath, President at 6:00 p.m., at the City Hall Council Chambers.

The following members of the Board were present: Chris Retterath, Andy Jerke, Amanda Johnson, Luke Norden. Council Liaison: Marty Barington. Absent: Pat Skinner, Austin Havlik, Jeremy Gunkel. Staff present: Nate Powell, Kevin DeVries, Steve Roth.

Additions or Deletions: Remove item "F" Action Pursuant to SDCL 5-18A-6 to determine that the use of competitive sealed bids is not advantageous for the Dry Run Creek Trail Light Project and that the competitive sealed proposals process shall be used and to add under item "F" a Request to waive the bench donation fee requirement.

Motion Johnson, Second Norden to approve the agenda with the deletion of item "F" and to add under item "F" a Request to waive the bench donation fee requirement. Motion approved and carried.

Minutes of the October 14, 2021 meeting were reviewed. Motion Jerke, Second Johnson to approve the October 14, 2021 Minutes as read. Motion approved and carried.

Motion Norden, Second Johnson to approve the Bills as submitted. Motion approved and carried with Jerke abstaining from voting due to a conflict of interest.

Steve Roth reviewed the Parks and Forestry Report. Projects we are working on or have completed are: Finished our fall spraying of the parks and areas around the lake; Turned off water and winterized all the restrooms, shelters, and irrigation systems; Turned off water and winterized Campground; Finished the trail signs; Pulled the buoys out of the lake; Moved the two fishing docks into the bays for the winter & removed the dock at Day Camp and Campground; Installing the bike rack and bike repair station at the Plaza Parking lot; Installing 2 Dry Run Park signs; Starting to trim trees 8' above sidewalks around the parks; Removing volunteer trees out of the rocks at Sportsman's Club, Day Camp, Camp Arroya and Kibbee Parks; Mulching leaves in parks; Trimming bushes and starting to clean out landscaped areas; Cleaning up around the shop and yard; Winterizing summer equipment and putting it away in the sheds; Changing bulbs in the X-mas decorations getting them ready to put up.

Kevin DeVries reviewed the Recreation Center Report. Outdoor programs wrapped up with Men's Flag finishing November 1st. Youth basketball program we co-sponsor with the High School teams for K-6 wrapped up November 8th with 150 kids participating. Youth tennis lessons started November 2nd all slots are filled. The final session of swim lessons will start November 15th with the next session set to start in January. Youth wrestling practice will begin

December 6th for K-5 grade. Coed volleyball began November 7th with 12 teams. Rec Center has seen an increase in traffic with the weather turning colder. We've been having issues with our new credit card processor and have been working with Andrew and our software to company to get things figured out. We are waiting for 2 more quotes to come in for filling the pool. We hope to get that part started by December and will removing all items in there over the next several weeks. Birthday parties are picking up we were full for October and only a couple spots left available for November. Meeting with the Aquatic Club this month to review the October meet and discuss the upcoming December meet and State meet in March. We will be doing some extra advertising the next couple months for end of the year sales for memberships.

The Board reviewed the Sports complex Report.

Cadwell

- Park and Rec Flag Football ended November 1st
- All outdoor sports are now complete at Cadwell
- Irrigation is blown out
- Bathrooms are blown out and winterized
- Painting and putting up fence at Drake
- Batting cage net is down
- Sprayed fence lines and fields
- Put garbage cans away for winter

Soccer

- DWU men's soccer is complete. Women's made playoffs and play November 4th
- Irrigation is blown out
- We will blow out bathrooms when soccer is done
- Fields are sprayed
- Small goals are taken off fields

Ice Arena

- Open skate/bumper cars started October 27th
- We have had a couple rentals already
- First hockey pre-season game was November 7th
- First hockey tournament is November 19-21st
- Dry shaving and edging
- Cleaning
- Still waiting on chiller barrel for compressors. Last week they said 4 weeks, keeps getting pushed back

Director Powell reviewed the monthly Department Report.

Major Incidents/significant Events

- Last day will be December 1st

Important Meetings and Training Attended

- Friends of Firesteel Meeting
- Parks Board Meeting
- City Council Meetings

- MACPD meeting
- Sports and Events Authority meeting
- Weekly and Quarterly staff meetings
- Weekly Department Head management meetings
- R8 HAB conference call
- Golf & Cemetery Board Meeting
- PIFR proposal from FYRA
- Eastern SD water conference
- Kiwanis Trail Discussion with Parks Supervisor
- Golf Specialist Interviews
- Meeting with Tree Services
- 2022 Budget Work Sessions

Project Outcomes

- Rejected Rec Center Bids (fill in pool this year and rebid rest of project next year)
- Lake Mitchell Trail Markers Complete (Firesteel will until completion of dredging work)
- Skate Park is complete
- Final Dredging Design Approved by Council
- 2022 Fees submitted to Board
- 2022 Swim Club contract submitted to Board
- Kiwanis ADA trail plan submitted to Board

Current Project

- Digital Cemetery
- Refurbish pond on Indian Village Rd
- Golf Course Fly Over Edits
- Dry Run Creek Trail Lighting
- SDNG project
- Shared Roadway Installation
- Jetty & Boat Dock Installation
- Sunstone Warranty
- Zipline Warranty (supply issues)
- Artificial Turf Drake Field (supply issues)
- Ice Arena Refrigeration Unit (supply issues)
- Shade structure for Aquatic Center
- Fitness Stations around Cadwell Sports Complex (Leadership Mitchell)
- Lake Mitchell Tree Thinning Project

Upcoming Special Events and Meetings

- Parks Board meeting
- Friends of Firesteel meeting
- MACPD meeting
- City Council Meetings
- Monthly SEAC meetings
- Monthly Region 8 HAB's conference call
- Golf & Cemetery Board Meeting
- ARC Project Review

- Transportation Plan Meeting
- Open Project Reviews with Mayor and Stephanie
- Brosz Dredging Design Meetings
- Celebrity Bagging Event
- Annual Performance Reviews with Supervisors

Change in Park/Facility Status

- Drake field is closed for construction

Public Requests

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DeVries submitted the 2022 Mitchell Aquatic Club Agreement to the Board for their approval. DeVries noted we are not changing the terms of the agreement, keeping fees the same for 2022, only change is wherever it says MAC or Mitchell Aquatic Club they would like it changed to Dakota Riptide or Tide. Dakota Riptide approved it yesterday with the request for the name change. Motion Jerke, Second Norden to approve the 2022 Mitchell Aquatic Club Agreement and to change the name MAC or Mitchell Aquatic Club to Dakota Riptide or Tide. Motion approved and carried.

Director Powell submitted a request to the Board to approve the Shade Structure Design for the Outdoor Aquatic Center. Powell informed the Board the shade structure would replace the current blue umbrella's, which have become a hazard. The structure would cost \$70,000 and we have \$94,000 approved for 2022. After a brief discussion Motion Norden, Second Jerke to approve the Shade Structure Design for the Outdoor Aquatic Center as submitted. Motion approved and carried.

Director Powell reviewed with the Board a request to approve the 8' Wide Kiwanis Trail Master Plan with ADA Access. Powell noted in our capital projects we did approve the ADA trail from Kiwanis Park to Indian Village represented by the blue line. Mayor looking at doing a possible floating island type bridge and then we are looking at larger bridge that would connect the campground to have all ADA trail that would line up with Hwy 37 trail. After a lengthy discussion, Motion Johnson, Second Norden to approve the 8' Wide Kiwanis Trail Master Plan with ADA Access. Motion approved and carried.

Director Powell presented the 2022 Fee Structure to the Board requesting approval. Powell informed the Board the following fees to be raised are for Recreation as follows: Swim Lessons Parent & Child; Basketball K-6th; American, Rookies and Juniors Baseball; Dakota Kids/Fab 4's; Flag, Tackle and Adult Flag Football; Softball K-6th; Track/Field; Coed Volleyball; Rec Center Adult Day Fee; Ice Arena per hour (associations); Arena concession stand lease; Cadwell/Pepsi Baseball/Soccer 13+ per athlete facility practice fee; Cadwell/Pepsi Baseball/Soccer/Tennis 12 under per athlete facility practice fee; Cadwell/Pepsi Field or Diamond per day softball/baseball/soccer; Cadwell stadium concession stand lease; Rec Center Auto Checking Fee and locker rental fee. Powell noted new to the fees for 2022 are Campground pontoon rental \$75; Artificial Turf new fees for Field or Diamond per day Stadium (non-Mitchell teams) \$100; Drake Field (non-Mitchell teams) High School \$200 per 7 inning game; Drake field (non-

Mitchell teams) \$300 per 9 inning game and Drake field (non-Mitchell Teams) College \$300 per game. After a brief discussion, Motion Johnson, Second Norden to approve the 2022 Fee Structure as presented. Motion approved and carried.

Director Powell submitted a request to the Board to waive the bench donation fee requirement for the purchase of memorial bench in honor of Angel DeWaard daughter Megan DeWaard. We would be using remaining bench funds we have available. Motion Johnson, Second Jerke to approve waiving the bench donation fee requirement. Motion approved and carried.

There being no further business the Board adjourned at 6:58 p.m., noting Thursday, December 9, 2021 at 6:00 P.M., at the City Hall Council Chambers as the date of the next regular meeting of the Parks and Recreation Board.