



Parks and Recreation

Mitchell Park, Recreation & Forestry Board Minutes

City Council Chambers, 612 N. Main

Thursday, March 10, 2022 6:00 PM

3/10/2022 - Minutes

1. CALL TO ORDER

Meeting called to order by Chris Retterath, President of Board at 5:59 PM

Present: Chris Retterath, Amanda Johnson, Pat Skinner, Jeremy Gunkel

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

2. PUBLIC INPUT - If You Need To Address The Park Board On An Item That Was Not On The Agenda, Excluding Personnel Items, Please Come Forward To The Podium And State Your Name And Concern. Presentations Will Be Limited To Three Minutes. Items Will Be Considered But No Action Will Be Taken At This Time.

3. DELEGATIONS

4. ADDITIONS OR DELETIONS

Motion Johnson, Second Skinner to approve Agenda as submitted. Motion carried.

5. APPROVAL OF MINUTES

Minutes of the November 9, 2021 meeting were reviewed. Motion Johnson, Second Gunkel to approve the November 9, 2021 Minutes as read. Motion carried.

6. Approval Of Bills

Motion Gunkel, Second Johnson to approve the Bills as submitted. Motion carried.

7. Department Reports

Recreation Board Report

November 10th – March 10th

Kevin DeVries

Programs: Youth wrestling started on December 4th. We ended up with 72 kids, which is up about 20 from last year. We co-sponsor that program with the Mitchell High School Wrestling team.

- Youth tennis lessons finished December 16th. Both age groups were filled up and it was held at the 4H building.

- Our Youth 5/6 grade Travel Basketball League Started up on January 4th. We have 6 boys and 6 girls' teams this year, which is also up 2 teams from last year. That league runs for 7 weeks at the Rec Center on Tuesday & Thursday.

- Men's Basketball League starts up on January 12th. We filled up that league with 25 teams. We run on Wednesday nights at the Rec Center and Middle school through March.

- Winter swim lessons are running January through mid April. All levels filled up.

- We started working on the summer brochure. We plan on the same schedule as last year with distribution to schools the week of April 4th and registration starting April 18th.

Recreation Center:

- It was very busy in the month of December with the Holiday's. We sold quite a few memberships as Christmas gifts and had a lot of day pass activity with family visitors. January and the start of February have been good as well.

- Filling in of the old pool is complete. We plan on using the space for our after school program and preschool kids for now. We are working on bidding the 2nd phase of the project now and hope to have that out by March. That will include opening the north wall for an entrance and furring out the walls and putting up new sheet rock, new flooring, ceiling, lighting and painting.

- Our birthday parties are still doing well. With the closing of the Ramada we've had several calls for parties that were already booked. Some we were able to accommodate some we were already full.

- The aquatic club hosted their meet Dec 3-5. They had around 325 swimmers. Things went good. We will be hosted the state meet March 3-6. They around 350 swimmers. It was a big meet and things went very well.

- We held the Rob Marchand Memorial basketball tournament March 5th. We had 30 teams in town from 5th grade through 8th grade. We work with the DWU women's basketball team on this event and Harve's Pro Prints sponsors the champion shirts.

- We are also in the planning process of getting our 2 pools re-plastered. We are working with Puetz and Acapulco on finalizing the details. The plan is April 11th.

Parks & Forestry

Board Report

March 2022

- Continuing with our tree removals
- Repaired and painted the boat dock for the Campground
- Repairing and painting wood picnic tables
- Cutting and splitting firewood for the Campground
- Repairs on snow removal equipment
- Changing oil and doing maintenance on equipment getting them ready for this summer
- Cleaning and organizing the shop and storage buildings

- Snow Removal
- Working on ordering the new boom mower for the tractor
- Working with the Kiwanis Club on choosing colors and ordering playground equipment for Kiwanis Woodlot Park
- Had a bleacher rental for bull sale
- Starting to do interviews for seasonal staff
- Cleaned up tree piles around the lake

PARK BOARD REPORT – SPORTS COMPLEX

March 10, 2022

ICE ARENA:

- League hockey games are done. We have a figure skating show March 11-13 and an adult hockey tournament April 8-10.
- Hockey practices are turning to drop hockey so slowing down on week nights. Figure skating will go until the end of April.
- Staff has been working on: daily cleaning, ice maintenance, some snow removal, trimming trees when weather was good, going through weed eaters and push mowers, rink maintenance and working on the middle school room.
- Good year, 2021, at the ice arena. Total revenue was \$97,031.86, with \$33,451.24 coming from Open Skate/Bumper Cars and rentals.
- Kyle Gillespie, President of Rinktec, called. All parts are in for compressors. They were going to finish putting it together, pressure test, insulate and finish wiring. Once it is done and here it will take them about 2 weeks to install and very small chance of losing ice if things don't go right so we are going to wait until after the season.

CADWELL:

- Scoreboards and posts are pulled on west softball fields. Two sets of posts are re-set then the ground froze. Had a few issues with field light wires. We have 3 of the scoreboards and the fourth should be here any time.
- Teams were out practicing with nice weather last week. Put out some garbage cans.
- Turf update

SOCCER:

- Started marking out fields for MSA changes. Starts first of April.

8. Request Approval Of 2022 Tennis Association Agreement

Roth submitted the 2022 Tennis Association Agreement to the Board for approval noting the only change is increasing the per athlete fee from \$10.00 to \$11.00. Pat Moller, Mitchell Tennis Association President addressed the Board regarding the increase stating the Association is unable to afford much more in fee increases and praised the good working relationship with park staff and association. Motion Skinner, Second Gunkel to approve the 2022 Tennis Association Agreement as submitted. Motion carried.

9. Request Approval Of 2022 Sports Complex Policy Manual

Board reviewed the 2022 Sports Complex Policy Manual submitted for approval. Nielsen informed the Board the only changes were an increase in per athlete fee to \$21 for ages 13 and up and \$11.00 for ages 12 and

under, diamond and field game fee to \$35.00 per day per diamond/field and tournament fee to \$35.00 per day per diamond/field. Motion Gunkel, Second Johnson to approve the 2022 Sports Complex Policy Manual as submitted. Motion carried.

10. Request Approval Of 2022 Softball Association Agreement

Nielsen presented the 2022 Softball Association Agreement to the Board for approval noting the only changes were an increase in per athlete fee to \$21 for ages 13 and up and \$11.00 for ages 12 and under, diamond and field game fee of \$35.00 per day per diamond/field. Motion Johnson, Second Skinner to approve the 2022 Softball Association Agreement as presented. Motion carried.

11. Request Approval Of 2022 Mitchell Baseball Association Agreement

Nielsen submitted the 2022 Mitchell Baseball Association Agreement to the Board for approval noting the only changes were an increase in per athlete fee to \$21 for ages 13 and up and \$11.00 for ages 12 and under, diamond and field game fee of \$35.00 per day per diamond/field. Also added to the contract under Section 10(b) additional rules were added to apply to Drake Field due to the installation of artificial turf. Motion Johnson, Second Gunkel to approve the 2022 Mitchell Baseball Association Agreement as submitted. Motion carried.

12. Request Approval Of 2022 Co-Ed Softball Agreement

Nielsen presented the 2022 Co-Ed Softball Agreement to the Board for approval noting the only changes were an increase in per athlete fee to \$21 for ages 13 and up and \$11.00 for ages 12 and under and will only be charged to new Co-Ed athletes who have not paid in Men's or Women's League this year, diamond and field game fee of \$17.50 per day per diamond/field (when no chalk is used and \$20.00 per diamond/field per hour for lights. Motion Johnson, Second Gunkel to approve the 2022 Co-Ed Softball Agreement as presented. Motion carried.

13. Request Approval Of 2022 Travel Team Agreement

Nielsen submitted the 2022 Travel Team Agreement to the Board for approval noting the only changes were an increase in per athlete fee to \$21 for ages 13 and up and \$11.00 for ages 12 and under, diamond and field game fee of \$35.00 per day per diamond/field. Motion Johnson, Second Gunkel to approve the 2022 Travel Team Agreement as submitted. Motion carried.

14. Request Approval Of 2022 Mitchell Soccer Agreement

Nielsen presented the 2022 Mitchell Soccer Agreement to the Board for approval noting the only changes were an increase in per athlete fee to \$21 for ages 13 and up and \$11.00 for ages 12 and under, diamond and field game fee of \$35.00 per day per diamond/field. Motion Johnson, Second Gunkel to approve the 2022 Mitchell Soccer Agreement as presented. Motion carried.

15. Request Approval Of 2022 Concession Stand Lease Hockey Agreement

Board reviewed for approval the 2022 Concession Stand Lease Hockey Agreement. Nielsen stated the only changes were raising the lease from \$300 to \$330 and adding the City currently has an exclusive product agreement relating to: Beverage products: Operator shall only sell, dispense, or otherwise made available Pepsi-Cola Products. Motion Gunkel, Second Skinner to approve the 2022 Concession Stand Lease Hockey Agreement as submitted. Motion carried.

16. Request Approval Of 2022 Concession Stand Lease Agreement

Board reviewed for approval the 2022 Concession Stand Lease Agreement. Nielsen stated the only changes were raising the lease from \$300 to \$330 and adding the City currently has an exclusive product agreement relating to: Beverage products: Operator shall only sell, dispense, or otherwise made available

Pepsi-Cola Products. Motion Johnson, Second Gunkel to approve the 2022 Concession Stand Lease Agreement as submitted. Motion carried.

17. Request Approval Of 2022 Concession Stand Lease Stadium Agreement

Board reviewed for approval the 2022 Concession Stand Lease Stadium Agreement. Nielsen stated the only changes were raising the lease from \$385 to \$400 and adding the City currently has an exclusive product agreement relating to: Beverage products: Operator shall only sell, dispense, or otherwise made available Pepsi-Cola Products. Motion Gunkel, Second Johnson to approve the 2022 Concession Stand Lease Stadium Agreement as submitted. Motion carried.

18. Request Approval Of 2022 Dakota Football Agreement

Nielsen submitted to the Board for approval the 2022 Dakota Football Agreement. Nielsen informed the Board the per athlete fee (13 and up) increased to \$21, field game fee of \$35 per diamond/field per day. Also added payment shall be made in lump sum for the Seasonal Use Period at least thirty (30) days prior to the first game by cash or credit card, checks will not be accepted and failure to make the payment as provided shall result in immediate termination of this agreement and Athletic Club shall have no right to use the Facility unless and until the parties reach a new written agreement. Motion Johnson, Second Gunkel to approve the 2022 Dakota Football Agreement as submitted. Motion carried.

19. Request Approval Of 2022 Rental Agreement Cadwell-Drake

Board reviewed the 2022 Rental Agreement Cadwell-Drake for approval. Nielsen informed the Board with the installation of the artificial turf on Drake Field a new rental agreement specifically for Cadwell-Drake is necessary as rental rates and rules will be different from other fields. After a brief discussion, Motion Johnson, Second Gunkel to approve the 2022 Rental Agreement Cadwell-Drake as submitted. Motion carried.

20. NEXT MEETING DATE

April 14, 2022 at 6:00 PM

21. ADJOURNMENT

There being no further business the Board adjourned at 6:45 PM