

OFFICIAL MINUTES OF THE
MITCHELL PARK, RECREATION & FORESTRY BOARD
FEBRUARY 9, 2017

A regular meeting of the Parks and Recreation Board was held on Thursday, February 9, 2017. The meeting was called to order by Ryan Tupper, President at 3:58 p.m., at the Recreation Center Conference Room.

The following members of the Board were present: Ryan Tupper, Jean Koehler, Mary Ellen Jepsen, Randy Seppala, Scott Kroger. Absent: Melanie Mullenmeister, Brian Johnson. Council Liaison: Marty Barington. Staff present: Nate Powell, Kevin DeVries, Angel DeWaard, Steve Roth, Dan Dobesh. City Administrator Stephanie Ellwein arrived at 4:33 p.m.

Additions and Deletions: None

Motion Kroger, Second Koehler to approve the agenda as submitted. Motion approved and carried.

Minutes of the January 12, 2017 meeting were reviewed. Motion Koehler, Second Seppala to approve the January 12, 2017 minutes as read. Motion approved and carried.

Motion Jepsen, Second Kroger to approve the Bills as submitted. Motion approved and carried.

Kevin DeVries reviewed the Recreation Center Report. Programs currently going on are youth volleyball, youth wrestling, Kernel Camp, 5th & 6th grade Traveling basketball leagues and Men's basketball leagues. Our summer brochure is coming along nicely, Todd and Jamie have been doing a great job in working with the Daily on new ideas. We found out our locker room project will need to be out rather than doing each project separately so we will be contacting a local engineer to help us with that project and hope to do most of the remodeling during the late spring and summer when we are not quite as busy. Board President Tupper asked if we are requesting an MSH proposal for the locker room remodel to coordinate with the pool construction as it could be a cost savings. Angel, Steve, Nathan and I have been working to get things ready for the campground this spring. We have hired our campground hosts, a couple from Arizona and a couple from Louisiana, they will be coming by May 1st.

Steve Roth reviewed the Park & Forestry Report. Projects we are working on or have completed are: Removing dead boulevard trees; Trimming trees with Street Department; Working on equipment around the shop; Rebuild one section of the boat dock for the Day Camp; Took down the Christmas lights and tree; Cutting and splitting firewood for the campground; Brad, Chad and Cody attended the SD Arborists Conference in Sioux Falls; Planning for the Campground; Snow removal.

Dan reviewed the Sports Complex Report. Projects being worked on:

MAC

- Routine ice/building maintenance
- Figure skating competition February 4th

- Last big hockey tournament February 17-19th
- Looking at handicap accessible 'sled' for those with disabilities to so they may have the opportunity to get on the ice
- Condenser unit motor went out, had replaced on north rink

Cadwell Complex

- Snow removal
- Concession lease/Agreements/Policies have been made and distributed to teams and Associations.

Parks

- Daily maintenance
- Helping Steve's crew with boulevard trees when needed
- Work on Patton young Shelter
- Ordered more plastic garbage containers for parks to replace old metal ones

Director Powell reviewed the monthly Department Report.

Major Incidents and Significant Events:

- No major incidents

Important Meeting and Training Attended:

- Softball Association Meeting
- Lions Club FYRA update
- Boat Docks Meeting
- Field House Meeting
- Pros Consulting Conference Call
- Counsilman Hunsaker Conference Call
- Emergency Preparedness Training
- Conference Call with State Water Quality Officials
- Lake Committee Meeting
- Parks Board Meeting
- City Council Meetings

Project Outcomes:

- Adopt an Access Program Agreement Ready for Board
- Master Plan Proposal Ready for Board
- Website updates will be ongoing from this point forward
- Aquatic Center bidding process complete

Current Projects:

- Lake Development plan
 - FYRA Engineering – WAC & TAT, March 7th
 - Economic Impact Study – I've heard from the school but they did not get back with me
 - Developing Watershed Advisory Council – March 7th first meeting
 - Developing Technical Advisory Team – March 7th first meeting
 - Developing Swimming Advisory Standards – Lake Committee input, Parks Board work session Feb. 24th, Parks Board approval in March
- Recreation Center Feasibility Study – Sent back with edits
- Recreation Center Business Plan – Began two weeks ago. Aquatic Center opening in June
- Mitchell Campground Implementation – We're prepping for this

- Aquatic Center - April
- Ice Arena Condensation issues – No ice this summer. Professional service Feb. 28th @ noon
- Parks Master Plan – Proposal on Agenda
- Northridge Playground Proposal

Upcoming Special Events and Meetings:

- Parks Board meeting
- Lake Committee meeting
- MACPD meeting
- City Council Meetings
- MMS&B Design Committee Meetings

Change in Parks/Facility Status:

The Board reviewed the Adopt an Access Area Program Agreement submitted by Director Powell. Motion Koehler, Second Seppala to approve the Adopt an Access Area Program Agreement as submitted. Motion approved and carried.

Director Powell submitted a request to the Board to approve either the Master Plan Proposal received from Pros Consulting or the Master Plan Proposal received from GreenPlay LLC. After a lengthy discussion Motion Kroger, Second Koehler to recommend going with the Master Plan Proposal submitted by Pros Consulting. Motion approved and carried.

There being no further business the Board adjourned at 4:45 p.m., noting Thursday, March 9, 2017 at 4:00 p.m. as the date of the next regular meeting of the Mitchell Park, Recreation and Forestry Board.