

UNOFFICIAL MINUTES OF THE
PARKS AND RECREATION BOARD OF THE CITY OF MITCHELL
August 8, 2019

A regular meeting of the Mitchell Parks and Recreation Board was held Thursday, August 8, 2019. The meeting was called to order by Brian Johnson, President at 6:00 p.m., at the City Hall Council Chambers.

The following members of the Board were present: Brian Johnson, Dennis Marek, Mary Ellen Jepsen, Chris Retterath, Andy Jerke. Council Liaison: Marty Barington. Absent: Melanie Mullenmeister, Randy Seppala. Staff present: Nate Powell, Kevin DeVries, Angel DeWaard, Steve Roth, Dan Dobesh. City Administrator Stephanie Ellwein. Sam Fosness Daily Republic Newspaper.

Director Powell informed the Board that Melanie Mullenmeister submitted her resignation from the Park Board effective immediately and thanked her for years of service and dedication to the Board.

A delegation represented by Dean Sadler, Mitchell Baseball Association President and Jon Hart, DWU Athletic Director were present. Mr. Sadler and Mr. Hart informed the Board the two organizations have been discussing and researching the feasibility of placing artificial turf at Drake Field. Mr. Sadler noted they are looking at potentially doing the project after the amateur tournament in 2020, noting that both organizations are looking into pledging \$65,000 each to the project, along with requesting funds from the City, with the expected cost to be about \$200,000. Mr. Hart said the DWU thinks the project is worth it and is in the early stages of discussion; however, this would have to be discussed with higher authority before a financial commitment can be made. Board member Johnson question the area of turf placement. Sadler stated it would be placed in the infield; bullpen and backstop were the existing grass would become artificial turf, if the proposal were approved in the future by the Park Board and City Council. Board member Jepsen questioned how long it would be before turf replacement would be needed. Dan Dobesh stated the artificial turf could last anywhere from 10 to 15 years before requiring a brief resurfacing project. Hart pointed to several surrounding communities that have switched from grass to artificial turf like Yankton and Sioux Falls, which have seen an increase in tournaments and believes the switch to artificial turf on Drake Field would allow the City to host more games and tournaments, which would increase revenue for the City. With both DWU and Mitchell Baseball teams sharing Drake Field, the field becomes stressed year after year and with switching to a turf field, it would allow the field to handle the wide usage it undergoes every year. Council Liaison Barington questioned what they are looking for the City to do; informing them as far as the 2020 budget goes the funds are not there. Sadler said they are reaching out to other groups but have not had much response yet. Board member Marek noted he has been talking with outside sources and organizations and there could potentially be funding sources there. A brief discussion followed with Board requesting further discussion at the September meeting.

A delegation from Navigant represented by Heather and Jamie were present. Heather and Jamie asked the Board to consider reducing or waiving the rental fee for the Sportsman Club for

a fundraising event, they are hosting on September 12th to raise funds for the Snack Pack program. The event will be held in the evening with a bean bag tournament, no alcohol will be allowed and pizza and pop will be available.

The board held a brief discussion on the request submitted by Navigant questioning how often a request for reduced or waived rental fee happens and who handles those requests. Director Powell stated there are very few requests, however, if it is a fundraiser benefitting the community hosted by a nonprofit he would reduce or waive the fee, such as the heart and sole cancer walk and the MACPD. Motion Jerke, Second Retterath to approve Navigant's request to waive the rental fee for their fundraising event on September 12th, also to have any requests from nonprofit groups for reduced or waived facility rental fee brought to the Board. Motion approved and carried.

Additions to the Agenda: Rec Center Parking. Motion Jepsen, Second Retterath to approve the Agenda with the addition of Rec Center parking. Motion approved and carried.

Minutes of the July 11, 2019 meeting were reviewed. Motion Retterath, Second Jepsen to approve the July 11, 2019 Minutes as read. Motion approved and carried.

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

Board President Johnson informed Board member Jepsen that she was officially nominated at the July 11, 2019 meeting as Park Board Secretary/Treasurer, Jepsen then officially accepted the position of Park Board Secretary/Treasurer.

Director Powell reviewed with the Board the tabled bike path discussion the Sportsman Club/Pheasants Forever shelter area from the July meeting. Powell stated the trail could be closed if request by the event host and as reminder that bikes are permitted in all parks except Veteran's Park and on all trails except down town. Board member Johnson stated he is fine with leaving the trail at the Sportsman Club area by the Pheasants Forever shelter, however if someone is using the shelter bikes should keep away from the area. Powell stated signage could be placed whenever it is reserved for an event, if notified of the event.

Kevin DeVries reviewed the Recreation Center Report. Summer programs are winding down. Swim lessons wrap up this week and we will be moving on to Fall/Winter programs. We are currently taking registration for 5th & 6th grade tackle football, 3rd & 4th grade flag football, as well as our afterschool program. Our Fall/Winter brochure will come out in the schools the first Friday of school and will be on the website as well. Midco came and did a virtual walk through video this month, it will give a 360-degree tour of each room at the Rec Center and should be up on the city website in the next few weeks. The outdoor aquatic center will be closing for the season on August 18th. The parking lot was completed the final week of July, they made the parking spaces 1 foot bigger and added another handicap spot so in doing so we lost a total of 10 parking spots. Centennial carpet is scheduled to retille the multipurpose room in early August from the water break that occurred in May of 2018.

Steve Roth reviewed the Park and Forestry Report. Projects we are working on or have completed are: Lots of storm tree clean up from July 20th storm; Cutting down hangers from trees in the parks; Pumping water out of low area in the parks from the heavy rains after July 4th; Started stump removals; Spraying weeds; Clean up after July 4th; Irrigation maintenance; Fertilized downtown areas; Day to day operations at the outdoor pool; Hauled picnic tables downtown for the Pre Sturgis Party; Dug out and removed two big tree stumps from Hitchcock Park that came down from the storm.

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

MAC

- Begin to clean building to prepare to make ice at the end of August

Cadwell Complex

- State youth and Legion tournaments complete
- Prepare Cadwell and Drake
- Begin State Amateur Tournament on Wednesday
- Spray fields
- Irrigation repairs
- Still waiting on part for west sunshade that was broken after storm
- Women's slow pitch complete for season and co-ed has started-
- Corn Palace running concessions, giving city 15% of sales
- Field of Dreams tore up last year due to being uneven, seeded it, did not take, left alone and over seeded all summer, lots of weeds but if sprayed for weeds will kill grass but will spray after amateur season is done. Board member Johnson requested that public be notified from now on when a field is down.

Pepsi Complex

- Paint all fields to prepare for fall soccer
- Clean up trees from storm damage
- Mow, spray, trim trees and weed whip

Parks

- Clean up trees from storm
- Waiting for use of bucket truck to get branches hanging in trees
- Spray weeds and trim around trees

Director Powell reviewed the monthly Department Report.

Major Incidents and Significant Events

- Camper Incident at Campground – Resolved with law enforcement 7/15/19
- Water fountain condition
- Roadside mowing on 407th

Important Meetings and Training Attended

- Friends of the Firesteel Meeting (this was the lake committee)
- Parks Board Meeting
- City Council Meetings
- MACPD meeting
- Sports and Events Authority meeting
- Weekly and Monthly staff meetings
- Weekly Department Head management meetings

- R8 HAB conference call
- Monthly Bike Trail committee meeting
- Met with pool contractor regarding pool stain
- Budget review with Mayor
- Attended defensive driving course
- Met with South Dakota Forestry Division
- Two budget work sessions with City Council
- Met with United Way regarding Day of Caring

Project Outcomes

- 2020 Budget submitted (see attachment) Board President Johnson question Council Liaison Barington on Capital Projects that get pushed back, such as filling in the old indoor Rec Center pool, expressing concern that this is causing a loss in revenue. Barington noted the Council is aware of this and exploring partnership opportunities for funding. Johnson requested if unused funds go back into the general fund. Barington stated he was not sure, however, the Board can come to the City Council and request leftover funds go to Park & Rec projects and not to the general fund.
- Hockey and Figure Skating Agreement approved by Board
- Board Election of officers and updated bylaws complete
- Sports complex policy manual updated
- Livebarn contract approved
- Hockey concessions agreement approved
- Parking Lot construction complete at Rec Center

Current Projects

- Lake development project
- Lake Mitchell Public use plan
- Day Camp playground installation
- Skate Park Upgrade
- Rec Center flooding damage
- Boat Docks
- Sandy beach restrooms
- 2020 budget
- WalMart Grant
- TA Grant
- Lake Mitchell Forestry Plan

Upcoming Special Events and Meetings

- Parks Board meeting
- Friends of Firesteel meeting
- MACPD meeting
- City Council Meetings
- Monthly SEAC meetings
- Monthly Trail Committee Meeting
- NDSU weekly conference call
- Monthly Region 8 HAB's conference call
- Monthly bike trail committee meetings
- 2020 budget reviews

Change in Parks/Facility Status

- Indoor pool reopened
- Dry Run Creek Trail Closure
- Rec Center Parking lot reopened

Public Requests

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Director Powell gave a Water Quality update, noting chlorophyll numbers have jumped higher due to the heat.

Director Powell submitted a request to the Board to adopt the updated Guidelines for Addressing Harmful Algal Blooms in Lake Mitchell. Powell informed the Board the EPA recently announced new standards and improved technology for testing so we no longer have to test for chlorophyll, but now will be testing for two toxins: cylindrospermopsin and microcystin. The on-site test kits eliminate the city having to submit water quality samples to the state's lab, which could take up to a week to receive the results. We have been using the on-site testing for the past month and it helps us get the information out to the public sooner. The updated guidelines will now be as follows: A public health warning will only be issued when microcystin toxin concentrations are greater than or equal to 8 ppb in any testing location; A public health warning will be issued if cylindrospermopsin concentration is greater or equal to 15 ppb. After a brief discussion, Motion Retterath, Second Jepsen to approve the update Guidelines for Addressing Harmful Algal Blooms in Lake Mitchell as presented. Motion approved and carried.

DeVries informed the Board that with the completion of the Rec Center parking lot project and the loss of 10 parking spaces that it was discovered that the Rec Center parking lot is not a designated as a Public Parking Lot but it is designated as park land and he would like to put up signage stating the parking lot is for Rec Center members parking only and send letters to surrounding business noting this. A brief discussion was held in which Board members expressed their agreement, however the Board felt businesses should be able to address the Board on their reasons for their employees parking in the Rec Center parking lot and therefore, requested the issue be placed on the September Board agenda for further discussion/action.

Due to a scheduling conflict, the September Board meeting will be held on Wednesday, September 11, 2019 at 6:00 p.m. at the City Hall Council Chambers.

There being no further business the Board adjourned at 7:20 p.m., noting Wednesday, September 11, 2019 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.