

UNOFFICIAL MINUTES OF THE
PARKS AND RECREATION BOARD OF THE CITY OF MITCHELL
December 11, 2019

A regular meeting of the Mitchell Parks and Recreation Board was held on Wednesday, December 11, 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, Pat Skinner. Council Liaison: Marty Barington. Staff present: Nate Powell, Kevin DeVries, Angel DeWaard, Steve Roth, Dan Dobesh. Sam Fosness The Daily Republic Newspaper.

Addition to Agenda: Hampton Inn Mowing.

Motion Jerke, Second Jepsen to approving add Hampton Inn Mowing as the first item under New Business. Motion approved and carried.

Minutes of the November 12, 2019 meeting were reviewed. Motion Jepsen, Second Marek to approve the November 12, 2019 Minutes as read. Motion approved and carried.

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

Director Powell informed the Board that after talking with some of the associations, they use the entrance fees and concessions fees to pay the fees charged by the City, so adding the additional \$1.00 on gate fees may be too much of a challenge for the associations, therefore, Powell suggested creating a capital improvement fund for sports associations utilizing the city's athletic facilities, suggesting a 5% increase to the capital improvement fees. Noting the Board could set the percentage rate higher or lower, and the funds generated from the percentage would be placed in a capital improvement fund to be utilized to upgrade the city's sports facilities. The 5% would be charged only on association fees and not program fees. Board Vice-President Marek questioned if Powell checked with other cities and compared fees. Powell stated he had but there is not a way to compare apples to apples, as some towns charge a per day fee and others charge a per game fee. However, most towns do require associations to contribute to capital improvement and pay a capital improvement fee. Marek noted he knows baseball associations in quite a few towns get money from corporate sponsors, therefore, Mitchell Baseball Association and other sports clubs need to look at corporate America to help with funding. Board President Johnson voiced his concern and wanted some assurance that the capital improvement fund does not get called a 'slush fund' and have it taken away from the board as soon as the money is collected, noting the scenario occurred several years ago. Council Liaison Barington informed the Board if they decide reorganize the capital improvement fund, the funds deposited into the capital improvement fund would stay with the department

and requests to utilize the funds would have to go before the Park Board. Powell assured the Board as well that funds generated from the capital improvement fund would be properly managed and go toward the appropriate sports complexes and facilities. Powell also noted that the 5% would be added on top of the 2019 fees for the associations (ie: if the 2019 ice rental fee is \$63 the capital improvement fee would be 5% on top of that). After a brief discussion, Board President Johnson informed the Board he felt that this should be broken down into two separate votes, which would be to accept the establishment of the capital improvement fee and a vote to set the percentage. Board Vice-President Marek questioned what departments this would apply too. Powell stated the Ice Arena (hockey/figure skating ice rental), Cadwell Sports Complex, Pepsi Soccer Complex, Tennis (baseball/softball/tennis athlete fee & diamond fee and concession fees) the Swim Club with their new contract in 2021. Board President Johnson entertained a motion to implement a capital improvement fee for the Pepsi Soccer Complex, Cadwell Sports Complex and Ice Arena. First by Marek, Second by Jepsen. Jerke abstaining from vote citing a conflict of interest. Retterath voting Nay. Motion approved and carried. Motion by Johnson for 5% increase for the year 2020, which is 5% above 2019 fees, to be reviewed yearly, Second by Jepsen. Jerke abstaining from vote citing a conflict of interest. Retterath voting Nay. Motion approved and carried.

Director Powell requested the Board approve the rest of the 2020 fees as submitted. Motion Jepsen, Second Marek to approve the rest of the 2020 fees as submitted. Motion approved and carried.

The Board reviewed a map of the property north of the Hampton Inn. Board President Johnson informed the Board he recently had a conversation with a citizen who commented on seeing city workers mowing this area. Johnson questioned if the city was mowing this area and why. Park Supervisor Roth noted in the past code enforcement had asked his department to mow this area; however, they have not done so in the past 2-3 years. Director Powell stated that the property is part DOT and part railroad property. Powell also noted the Park crew is also mowing across from Cabela's even though it is DOT property. Johnson noted that the DOT mows everything else along the Interstate and questioned why they choose not to mow those areas. In addition, the Parks and Recreation Department is losing money every time a worker mows the areas that are not the city's responsibility. This would not be a problem if the department were being reimbursed for their expenses. Council Liaison Barington stated the city legally has the choice to opt out of mowing areas owned by DOT; however, the city runs the risk of poor aesthetics in these areas. We have to decide if we want to keep city beautification up without being reimbursed or run the risk of having these areas reflect poorly on the city. Johnson stated his understanding of what Barington is saying but still felt it unfair to ask the Parks and Recreation Department to foot the costs of mowing areas owned by DOT.

Kevin DeVries reviewed the Recreation Center Report. The swim club held their big meeting November 15th-17th, with over 320 swimmers. They used the front gym and rented the commons area at GB Rogers for staging, which allowed us to keep everything in the back area open to members. We look forward to hosting the State B at the end of February. Memberships and usage are staying well above last year's counts. Current programs are youth

tennis lessons and coed volleyball. We are taking registration for youth volleyball, wrestling and have meetings for Men's basketball and youth traveling leagues, which all begin in January. We are meeting with the Daily Republic to start working on the summer brochure. Steve and I will be conducting phone interviews for a 2nd set of campground host, we only have one set coming back for the 4th year. Jamie hired all 6 lifeguards who took her lifeguard training course in November. Open swim hours will be adjusted during the school's Christmas break to 1:00-5:00pm during the week. Working with Angel to set up our detailed accounting on the city's encode system.

Steve Roth reviewed the Parks and Forestry Report. Projects we are working on or have completed are: Finished installing the playground at Day Camp, just need to finish dirt work and seed the area around the playground for next spring; Got all the sand placed and borders in for the volleyball court just have to hang the net, finish dirt work and seed next spring; Got all the Christmas decorations and tree up; Cleaning up around the yard and putting equipment away for the winter; Getting snow removal equipment mounted and ready; Pulled all the flowers out of the flower gardens and other flower beds; Mulching leaves in the parks; Took down the tennis nets and putting trash cans away; repairing picnic tables; Cleaning and organizing shops and sheds; Snow removal.

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

MAC

- Begin to paint locker rooms
- Fix leak in ceiling above locker rooms in south rink
- Sharpen open skate skates
- Drywall/lighting repairs around building
- Repair window/door seals on front of building

Cadwell Complex

- Trim up ash trees near ice rink parking lot
- Permanently attach backstop net to cables at Cadwell Stadium
- Removed backstop net on field C for repairs
- Metal entrance sign at Drake Field was sanded and repainted
- Replacement window came in and was installed at tournament HQ building

Pepsi Complex

- N/A

Parks

- Installed new posts along south dog park fence to move the fence line out of low area permanently (waiting on a few parts to be shipped in before we can complete)
- Continued work on trees in Dry Run when weather cooperates
- Snow Removal
- Work on plumbing, trim, tables, chairs and restroom stalls in Patton Young (will replace carpet with tile flooring in Patton Young after Jan. 1st)
- All metal water fountains in parks have been sanded and repainted.

Director Powell reviewed the monthly Department Report.

Major Incidents/Significant Events

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Important Meetings and Training Attended

- Friends of Firesteel Meeting
- Park 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
- TA grant presentation in Pierre
- Ice Bumper Car bid opening – November 13th
- MACPD annual event
- Meetings with Hockey and Figure Skating regarding schedule
- Meet with Field turn in Omaha
- Meeting with City Council Member Susan Tjarks
- Attended Hockey and Figure Skating Practice
- Met with Gale Simons regarding lake cleanup efforts
- Met with Northern Prairies regarding near lake wetland options
- QR trail conference call
- Lions Club presentation
- Supervisor training @ city hall
- Skate Park LWCF Grant visit
- Walmart grant acceptance and staff presentation
- Attended the Celebrity Bagging Day
- Met with Corn Palace and Public works regarding plaza snow removal during construction

Project Outcomes

- Received three quotes for artificial turf (\$279,000; \$285,000; \$305,000 all under contract bid)
- Developed trail marker design for Lake Mitchell trails
- Day Camp playground installed
- Rec Center Sign Installed
- Ice Bumper Car Bid

Current Projects

- Lake restoration project
- Lake Mitchell public use plan
- Day Camp Volleyball Court Installation
- Skate Park Upgrade (\$22,000 in donations to date)
- Boat Docks
- Lake Mitchell Forestry Plan

- Boulevard Mowing Letters
- Artificial turf plan
- 2020 Fees
- Ice Bumper Car Purchase (ordered)

Director Powell reviewed the Sanford Agreement with the Board requesting approval of the agreement. After a brief discussion, Motion Marek, Second Skinner to approve the Sanford Agreement as submitted. Motion approved and carried.

There being no further business the Board adjourned at 7:02 p.m., noting Thursday, January 9, 2020 at 5:00 p.m., at the City Hall Council Chambers as the date of the next regular meeting of the Parks and Recreation Board.