

UNOFFICIAL MINUTES OF THE
PARKS AND RECREATION BOARD OF THE CITY OF MITCHELL
February 13, 2020

A regular meeting of the Mitchell Parks and Recreation Board was held on Thursday, February 13, 2020. 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, Shawn Erickson. Absent: Council Liaison: Marty Barington. Staff present: Nate Powell, Kevin DeVries, Angel DeWaard, Steve Roth.

Angel DeWaard issued the Oath of Office to Park Board Member Shawn Erickson.

Minutes of the January 9, 2020 meeting were reviewed. Board member Marek noted he was contacted again by the Kiwanis Club again as the \$1,800 donation for the construction of a Pergola at the entrance to the softball fields and inquired on their behalf as to when this project would be done. Director Powell stated that Dan Dobesh informed him the supplies have been purchased and it just needs to be put up. Marek questioned if any progress had been made to set up some type of a Park & Rec capital fund account set up at a bank somewhere or where that money goes. Powell stated there would not be any funds coming in until the end of summer as billing is done then, but will get an account set up and will provide the Board with the account number and a monthly report will be included in the Board packets. Motion Jerke, Second Erickson to approve the January 9, 2020 Minutes as read. Motion approved and carried.

Director Powell reviewed the final 2019 bills, noting the 2019 budget would not be finalized by City Hall until March or April; however, there was 208,000 in unspent funds, with a \$96,000 shortfall on revenue. This was mainly due to Rec Center projections, which were anticipated and funds were held back from the Rec Center to cover this. Leaving \$112,000 in unspent funds in the budget. Powell reviewed the 2019 Supplemental Appropriations requests he submitted as follows: Pepsi Sign Donation \$18,000, originally donated \$20,000 when pool was built, have only spent \$2,000 but want to make sure we utilize that \$18,000 to continue replacing faded signs at Pepsi Complex our other facilities; Council put in \$50,000 for boat docks, we spent \$15,000 on the NDSU Public Use Plan so we have \$35,000 that needs to be transferred; We still have \$6,301 worth of work to finish the Day Camp Playground; Outdoor Aquatic Center deck chairs (original to when it opened) held back \$3,000 in supply budget to get some new chairs; Sandy Beach Restroom \$3,000 to complete sidewalk work. Powell apologized to the Board that he missed adding \$54,000 for Concessions at Cadwell to the handout for the Board. Board member Marek questioned how that amount came about. Powell stated Corn Palace managed it last year and has records showing they made \$51,000 but did not sell burgers, we would sell burgers, however, will be about \$10,000 less because we need to put \$10,000 into capital improvements to get ready for this service. Board member

Johnson questioned why these are supplemental appropriations. Powell noted these are projects that were not finished in 2019 so remaining funds need to be moved over to the 2020 budget, if it was for an unanticipated expense such as a major piece of equipment that would be a contingency fund request and will give update next month on status of the submitted appropriations. Johnson questioned if the Board could take an item off the supplemental appropriations request list like the boat docks and add something else. Powell noted that would be a question they would have to ask Council as they put in the funds for the boat docks, however, the Board can put in a request, which would then be taken to Council who would make the final decision. The Board held a discussion on their concerns with the department needing to make revenue and filling in the old pool would do this but putting in boat docks on a lake that is not useable does not seem to be a viable revenue generator. Board member Retterath questioned if the money for the boat docks is not rolled over is it lost, Powell noted it would be. When the NDSU Public Use Plan is completed, it will come to the Board for approval and the Board would be able to change name of boat docks to lake improvements or whatever they deem fit. Powell reviewed the 2020 bills with the Board. Board member Retterath questioned remaining ice bumper car bills, Powell stated the remainder should be for the pallet lift. Motion Retterath, Second Skinner to approve the bills as submitted. Motion approved and carried.

Kevin DeVries reviewed the Recreation Center Report. Current programs going are youth volleyball, wrestling, swimming lessons, travel basketball league and Men's basketball league. We are still working on the summer brochure, finalizing summer programming and lining up day trips. Memberships and check-ins are going well, we are up to just over 3500 members and reached an all-time high of 10,00 check-ins in the month of January. There have been quite a few issues mechanically with the Indoor Aquatic Center air units and pool heater but they have finally figured out the problems and things have been working well the last few weeks. We will be hosting the State B Swim meet February 21st – 23rd, which will bring in over 300 swimmers again so the Aquatic Center will be closed that weekend but the Rec Center will be open for fitness. We are also preparing for the Rob Marchand/DWU basketball tournament on March 7th.

Steve Roth reviewed the Park and Forestry Report. Projects we are working on or have completed are: Maintenance and repairs on equipment; Tree removals; Snow removal; Cutting and splitting firewood for the Campground; Prepping walls in the shop to repaint; Took down the Christmas tree and decorations after the first of the year; Staff attended class to recertify commercial applicators license; Sanding the rust off and repainting the pool pumps at the Outdoor Aquatic Center; Looking for a replacement lamp post for the outdoor pool that got damaged from a tree last summer.

The Board reviewed the Sports Complex Report. Projects being worked on:
MAC

- Freon leak in north rink compressor system was fixed and refilled
- Found small Freon leak in south rink compressor system, it will be fixed when Rinktec Technician makes annual visit in a week or two

- Newer Olympia has had issues, but is fixed
- Had heaters in north rink locker rooms fixed over a month ago, now they are not working properly again, but have been looked at by a different company
- Began bumper car operation
- Continued new staff training
- Water leaks in roof transition continue as snow melts, issue will be looked at by an Engineer/Architect

Cadwell Complex

- Move snow
- Trim up trees along roadsides

Pepsi Complex

- N/A

Parks

- Move snow
- Work on Patton Young shelter
- Trim trees
- Work on equipment

Director Powell reviewed the monthly Department Report.

Major Incidents/Significant Events

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Important Meetings and Training Attended

- Friends of Firesteel Meeting
- 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
- Meeting with Northern Prairies Land Trust
- HWY 37 Construction public meeting
- Ice Rink evaluation and presentation
- Meeting with DWU regarding upcoming contract (will have to hold special park board meeting to approve)
- Meet with Kiwanis Club regarding Kiwanis park projects
- Monthly Trail meeting completed – focus on 2020 projects
- Met with State Rep regarding grant funding options for Lake Mitchell

Project Outcomes

- Full-time staff annual performance reviews complete
- \$53,000 LWCF grant awarded, \$22,000 raised for the skate park
- Ice Bumper Car Purchased

Current Projects

- Lake restoration project
- Lake Mitchell Public Use Plan (weekly talks will bring to board when complete)
- Day Camp Volleyball Court Installation
- Skate Park Upgrade
- Boat Docks
- Lake Mitchell Forestry Plan (State doing plan for no charge, will be presented at March meeting, Board can make changes to plan)
- Boulevard Mowing Letters
- Artificial turf plan
- Ice Bumper Car Grand Opening

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 conference call
- Monthly Region 8 HAB's conference call
- Meeting with State Representative to discuss funding options for dredging
- Great Plains Harmful Algal Bloom Conference
- Meet with state forester regarding plan for Lake Mitchell forest
- POS presentation for Cadwell concessions
- R8 HAB conference call Lake Mitchell presentation to EPA Region 7

Change in Park/Facility Status

- Ice Bumper Cars Now in Operation

Public Requests

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Board President Johnson informed the Board he had been contacted by the family of Bernard "Red" Cadwell as they would like to place a bronze bust of their father somewhere inside the park area in his honor and would like their support to move forward with plan. The bronze bust would be approximately 18" tall and placed on a 4-5 foot tall pedestal, with the pedestal being made of the same material as the complex building. There would be a plaque on the pedestal with the history of their dad and how Cadwell Park came into existence. Unfortunately, there is no place in Mitchell that can do the bronze bust so the family found someone in Sioux Falls. In addition to this project the family has been in contact with Clark Martinek located here in Mitchell who does metal work and can do a metal full metal sculpture, it would be the same just different angles. The sculpture would be approximately 4-5 feet tall and 24" x 24" deep and wide and weigh approximately 150 pounds. The family is committed to cover all costs of both projects. The family would just like to have a memorial to their father all in one area, potentially the area at the north end of the bleaches between there and the ticket booth, and would like to have all the work completed before the Armature Tournament in 2020. They are

planning to come to the Board meeting in March with plans and clarification of the project if the Board supports letting them move forward with the plan. Motion Erickson, Second Marek to approve support of the Cadwell family plan for their fathers' memorial as presented and to be clarified by the family at the March meeting. Motion approved and carried.

There being no further business the Board adjourned at 7:22 p.m., noting Thursday, March 12, 2020 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.