

## **Minutes of the Park and Recreation Advisory Board meeting January 20th, 2022**

The meeting of the Park and Recreation Advisory Board was called to order by Chairman John Simpson at 3:33 PM in the Training room of City hall. Social distancing was observed by members spreading out in the meeting room. There were no guests.

Members attending were: Don Templeton, Rachel Arbach, Buddy Seiner and Jeff Hanig. Also present was Aaron Fabel, CEO YMCA, Recreation Superintendent Mindy Cheap, Director Tom Farnsworth, Parks Superintendent Tanya Lieberman, and Parks Crew Leader Toby Stertz.

Templeton moved, second by Hanig to approve the minutes of the November 18, 2021 meeting. Motion carried.

Arbach moved, second by Seiner to approve the agenda with the addition of camping policy under new business. Motion carried.

### **Old Business**

#### **Pickle ball courts -**

Seiner reported progress on fundraising for the project. They have received a \$15,000 donation from the Gayle Miller trust fund and \$10,000 from the SD Community Foundation. The project design is with Brosz engineers and staff can check with Nick Waters, City engineer, if Brosz has advanced the plans. The goal was to let bids for the project in February with construction complete by October.

#### **Dog Park –**

Templeton reported he had toured the dog park in Yankton and it was a large area with no middle fence to save costs. He reported Llama fencing will volunteer to put the fence in this spring. The dog park committee has some fundraising events this winter including the farm and home show in February. Lieberman reported she meets with Tarrah Sonnenschein on a regular basis to review the project design and work on order of installation of the dog park items. The pet waste stations will be uniform with what the City uses on our trail system. Lieberman felt these would be the first items they want to purchase for the park. Staff is also working on where the water line will be installed and type of water fountain for the project. The fence for the project has been hauled to the park shop where it awaits installation. Farnsworth advised the board to make sure the dog park committee contributes \$10,000 to the City as promised for the City helping to provide fencing for the project. Sonnenschein had agreed to the donation.

#### **Fish Cleaning Station –**

Hanig reported the committee is still working to get design and cost estimates for the enclosed fish cleaning station project. Hanig will keep the board updated as new information develops. Simpson stated there are other communities in the state building enclosed stations. Fort Pierre is continuing to meet on their project. Farnsworth stated the City needs design and full costs as GF&P proposal was to only contribute \$75,000 and total costs will be much more than that. Hanig will continue to advise.

#### **Causeway Trail –**

Farnsworth reported Brosz engineers is to design project but nothing has been done to this date. It is the intent for Brosz, working with the SDDOT, to get this project out for bids and construct the trail in

2022. The City has until December 2024 to complete and utilize the grant funds. Farnsworth believes funds will need to be carried forward to 2023 if Brosz engineers are behind on their work. Logan Gran is also a contact in SDDOT that monitors this project.

## **New Business**

### **Flower Gardens –**

Farnsworth reported citizens are asking if the Steamboat Flower garden will be rebuilt. Staff had a meeting with Geraldine Ray, a volunteer who along with Fee Jacobson, wants to know the intent of the City regarding re-establishing the site. All agreed this beautification project should be rebuilt with park staff assisting with materials and some labor to re-establish. Lieberman stated they would like to add signage and a board that identifies the type of plant/flower in the garden. The garden may be set back from the corner some to avoid site issues with traffic. Motion by Hanig, second by Seiner to support the re-establishment of the garden site with staff assistance to the volunteers that care for it. Motion carried. Board members also stated it could be a nice site for a new park bench as well. Stertz stated irrigation is present to help with watering.

### **Parks Operation Manual –**

Lieberman emailed the board in advance of the meeting a Best Management Practice (BMP) outline for care of parks public restrooms. Farnsworth stated Lieberman is working to establish BMP's on different aspects of parks operations. Lieberman said this will assist with training staff, consistency in how things are done and documentation by the staff person doing the work. Seiner asked if other areas are being considered for BMP's. Hanig asked if there was a schedule for getting them done. Farnsworth stated he hopes Lieberman can do one about every two months or so. The next BMP will identify proper tree planting and care as the department has had some issues with improper string trimming of trees. Farnsworth stated this is an information item but wanted the board to know these BMP manuals are quite common for large park operations like Pierre.

### **Softball fields –**

Simpson, Farnsworth and Commissioner Johnson met with Brian Moser, high school AD, in December as Moser was seeking input on if the school could use our softball fields if the high school administration makes the decision to offer girls fast pitch softball as a high school sanctioned sport. Farnsworth prepared a briefing paper on Moser's questions and sent this to the board in advance of the meeting. Farnsworth stated he had sent the document to the leaders of CCBA, JO softball and club fast pitch softball for input. All felt this was possible to share the fields if communication and coordination takes place. The City Administrator asked if there would be additional costs to the City and Farnsworth responded it will not as maintenance will continue as we do now with the leagues sharing duties.

The recommendations as presented to the board were:

1. Continue to work a partnership with the AD and other user groups for sharing fields.
2. Continue to meet and consult with the user groups, CCBA, JO and club softball leaders.
3. City should apply for grant funds for a safe house that can replace the current bathroom and concession stand. This is a cost share of 85% federal/state and 15% city funds.
4. City should cover the costs, own and insure the new facility

This partnership in the short term gives the school a place to play as they may wish in the long term to establish their own fields closer to the school.

After board discussion a motion was made by Seiner, second by Templeton to accept the briefing paper report and recommendations made. Commissioner Johnson should be briefed and carry the report forward for consideration by the City. Motion carried.

#### **Mary House replacement shelter –**

Farnsworth suggested the board consider a sub-committee to meet with park staff and Commissioner Johnson to review the replacement shelter project so materials can be ordered. This is a budgeted 2022 project at \$86,485 In board discussion some felt this project should be re-visited as it is close to an existing shelter in Griffin Park. Is it truly needed? After more discussion a motion was made by Seiner, second by Hanig to table discussion until the February board meeting at which time Commissioner Johnson can weigh in on his wishes. Motion carried. Staff will put this item on the February board meeting agenda for further review.

#### **Campground policy –**

Farnsworth asked the board to consider a revision in the current campground policy. The current policy was handed out and proposed revisions discussed. Farnsworth stated the current unlimited stay policy should be revised to be more in line with what state campgrounds offer. The fee is currently \$10/day in winter months and a \$16/day was proposed. The state allows a 14 day stay and then the camper needs to vacate the campground. Motion by Hanig, second by Seiner to approve the policy revision. Motion carried with Templeton casting a no vote.

#### **YMCA/Rec Dept—**

Fabel had to leave early but stated the YMCA is advancing plans for the new addition. Cheap reported winter programs are going well. Cheap is working on summer programs and seasonal applications are advertised for help. Programming will depend on who returns to help supervise.

#### **Dialogue**

Farnsworth stated the board may get a proposal to do an Eagle Scout project this year. David Page had contacted Farnsworth and he advised him to have his son prepare a proposal and bring to the February meeting. He is considering a possible Corn Hole court as his project.

The three year plan document was updated and given to the board for review. Farnsworth advised the board to use this as guidance, revisit it each meeting and update/edit as needed. Finance office will be requesting your 2023 projects and priorities in June.

Motion by Templeton, second by Seiner to adjourn the meeting at 5:05 pm. Motion carried.  
Next meeting is February 17th at City hall.

Simpson asked to let the record show the boards appreciation to Farnsworth for his service to the Parks and Recreation Division as his last day in office is January 27<sup>th</sup>. Farnsworth thanked everyone for their support.

Respectfully submitted,  
Tom Farnsworth, Director