

**Minutes of the Park and Recreation Advisory Board meeting
April 15, 2021**

The meeting of the Park and Recreation Advisory Board was called to order by Chairman John Simpson at 3:32 PM in the Training room of City hall. Social distancing was observed by members spreading out in the meeting room. Guests attending were Chris Clausen, Parks department employee.

Members joining were: Greg Dean, Buddy Seiner, Rachel Arbach and Jeff Hanig. Also present was Commissioner Vona Johnson, Director Tom Farnsworth, Recreation Superintendent Mindy Cheap and Park Superintendent Thomas Moore. Excused was board member Don Templeton and YMCA CEO Aaron Fabel.

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

Rachel moved, second by Seiner to approve the agenda as presented with one addition in new business, Legion Baseball shade structures. Motion carried.

New Business

Chairman Simpson asked to change the order of business to allow Mary House shelter to be the first item of discussion to accommodate staff schedule. The board concurred.

Mary House shelter –

Chairman Simpson called on Thomas Moore and Chris Clausen to present their information and research for a replacement shelter to the current Mary House shelter in Griffin Park. The current structure is not in use and deemed structurally not sound. It is fenced off to public use. Moore and Clausen distributed a handout and reviewed the design, costs, elements of the design, size and new amenities such as an outdoor grill and drinking fountain for the site. Dialogue with the board on these elements was very helpful. Total estimated cost at this time is \$68,923.00 which is for materials. Concrete work would be hired out but install of the shelter structure and amenities would be done by park staff. All agreed it is hard to estimate costs in today's purchasing environment. The shelter may be a combination of metal and wood. Clausen explained the size would be approximately 36 ft. in diameter at its widest point to 33 ft. in diameter as the design is octagon in shape. A motion was made by Seiner, second by Dean to accept the design of an octagon shelter as presented with amenities, final materials, wood vs metal or combination thereof for the shelter will be reviewed prior to purchase and install. Motion carried. Board members thanked Moore and Clausen for their work on this. Farnsworth stated the estimated cost would be requested in the proposed 2022 budget for construction in 2022. Demolition of the current structure may take place later this fall as assistance is needed from other departments to haul debris.

Old Business

Chairman Simpson returned to discussion of old business items.

Griffin Park Campground improvements and fees -

Commissioner Johnson and Director Farnsworth reported to the board the recommendation passed on this subject at the March 18 meeting would need further discussion prior to moving forward. The board reviewed the March 18 motion and discussion was held on the tent camping improvement plans,

camping fees and tent camping in general. Motion was made by Seiner, second by Hanig to table the improvements for a new tent camping area discussed on March 18, recommend the City change policy to state there will be no tent camping in the City except for requested special events, the City policy on length of stay for RV camping will be recommended to be unlimited and the fee for RV camping will be set at \$20/night. After discussion Dean moved and second by Simpson to amend the motion to change the fee from \$20/night to \$25/night. The amendment was passed. Seiner accepted that amendment and board members concurred to move forward with the recommendation. Commissioner Johnson and Farnsworth will brief the City Administrator and Mayor. No date was set for implementation as full Commission has final decision making authority.

Down's Marina peninsula project –

Simpson, Seiner and Farnsworth reported on the second master plan revision for this area for fishing access points and park improvements. A handout map illustrating the revisions from the first plan was reviewed with the board. Farnsworth stated the City review team which included the City Administrator and Commissioner, board members and staff from SD GF&P were very helpful in recommending changes that would lower overall costs and yet provide improvements. The City team is awaiting the revised cost for this project and new design. SD GF&P is a partner in design and costs and is still wanting to move forward with cost share for the project in 2022. The board will be briefed again in May.

Griffin Park Beach bathrooms –

Farnsworth and Moore reported the bathrooms for this project were approved by the Commission and they have been ordered. It could be a 90 to 100 day lead time until arrival. Funds were transferred within the park budget to cover extra costs. Moore explained some of the new features of the facility.

Pickle Ball –

Simpson, Seiner and Farnsworth reported the recommendation from the board to full Commission for the addition of four pickle ball courts in Griffin Park in 2023 was passed. The City dedicated reserves of \$50,000.00 for the project and park land west of the tennis courts as the improvement site. All were pleased with this new public/private partnership. The park board will keep in dialogue with the PAPBA as this project evolves.

Recreation update –

Simpson called on Mindy Cheap for any updates. Cheap reported she will bring the 2021 summer recreation programming to the Commission on April 20th. Cheap continues to hire staff and feels she will have adequate staff for the summer. On line registration for summer recreation is slated to start on April 26.

Five Year Plan document –

Staff and the board did a review of the five year plan. 2021 project updates were given. Staff will continue to work on estimated costs for the 2022 projects. The board will need to help prioritize projects for the Commissioner with the goal of having this done by June 1. A handout was given to the board showing status of the plan to date.

Motion by Hanig, second by Seiner to adjourn the meeting at 5:07 pm.

Respectfully submitted,

Tom Farnsworth, Director