

WATERTOWN PARKS, RECREATION & FORESTRY DEPARTMENT

Minutes of Board Meeting – June 26, 2018

Park & Rec Fieldhouse – 12:00 noon

Members Present: Justin Struckman, Bill McElhany, Scott Johnston, Lee Rycraft, Pat Shriver, Heidi Stoick and Bruce Buhler

Members Absent: none

Staff Present: Jay DeLange, Terry Kelly, Jeremy Herrboldt, Todd Walker, John Small, Dan Miller and Wade Pengilly

Staff Absent: none

Media: J. T. Fey, Watertown Public Opinion

Guests: Brandi Hanten, Matt Roby, Vince Foley, Tina Mancell

Call to Order: President Struckman called the meeting to order.

Public Comment: none

Delegations: none

1. Approval of Agenda – Motion by Shriver to approve Agenda, with the addition of item 6d., Approval to submit Transportation Alternatives Letter of Intent for Trail Development, seconded by Rycraft. Motion carried.

2. Approval of Minutes – Motion by Rycraft to approve the minutes of the May 29, 2018 Board meeting, seconded by Johnston. Motion carried.

3. Approval of Bills and Payroll – Motion by Shriver to approve the June 2018 bills and payroll, seconded by Rycraft. Motion carried.

4. Volunteer Approval – Motion by Johnston to approve Zoo volunteers, Michelle Vener and Phil Schwartz and Jerry and Ardes Bybee at City Park, seconded by McElhany. Motion carried.

5. Old Business –

a. Review of Olive Place and Mancell Addition Dedications – Olive Place - Motion by Shriver to accept cash in lieu of land in the amount of \$7,053.70 to meet park dedication ordinance, contingent on an agreement, subject to City Attorney approval, that guarantees a trail in a yet to be determined location on Right of Way, deeded property or easement along 4th Street NW, with a yet to be determined construction standard, seconded by Johnston. Motion carried. Mancell Addition – Motion by Shriver to take cash in lieu of land in the amount of \$1,553.00, seconded by Johnston. Motion carried.

b. Project Updates – Staff updated Board on projects currently underway.

c. Open – None

6. New Business –

a. Discussion on Opening/Closing Policy at Family Aquatic Center – Board agreed that should be a staff decision.

b. Consideration of Youth Daily Pass Fee Proposal at Prairie Lakes Wellness Center – Motion by McElhany to increase Youth Daily Pass Fee at PLWC from \$4.00 to \$6.00 and increase 8th–12th grade admission from \$6.00 to \$8.00, effective January 1, 2019, seconded by Stoick. Motion carried.

c. Declare Water Damaged Zoo Merchandise as Surplus and Dispose as Junk – Motion by Shriver to declare \$1,638.40 worth of plush animals as junk and dispose of, seconded by Rycraft. Motion carried.

d. Open – Letter of Intent for Trail Grant – Motion by Johnston to recommend to City Council for approval to submit Letter of Intent to South Dakota Department of Transportation to apply for Transportation Alternatives Grant for Kampeska Trail Loop Development authorizing local match from the 18.05% minimum to a percentage agreed upon by City Staff, City Council and consultant, seconded by McElhany. Motion carried.

7. Superintendent and Status Reports

a. PLWC – See written report.

b. Parks & Forestry – see written report.

c. Golf – See written report. Discussion on replacement of #9 Red green.

d. Zoo– See written report.

e. Recreation – See written report

f. City Park & Cemetery – See written report.

8. Executive Session – None

9. Adjournment – Motion by Johnston to adjourn, seconded by Shriver. Motion carried.

Jay DeLange, Director