



PARKS COMMITTEE MEETING MINUTES

September 16, 2024

1. ROLL CALL:

Members Present: Mayor; Scott Korthuis, Councilors; Gary Vis, Nick Laninga, Mark Wohlrab

Staff Present: Parks Director; Brent DeRuyter, and Parks Admin. Assistant; Nancy Norris, Finance Director Laura Scholl

Guest: Rec District Commissioners Bob Johnson and Amanda May

2. ACTION ITEMS:

A. Approval of Parks Committee Minutes- August 19, 2024

Action: The Parks Committee approved the motion to approve the Parks Committee Minutes of August, 19, 2024 with the correction to the July 15, 2024, minutes, regarding the statement "The Homestead Trail that the city acquired from Homestead upgrades" would be changed to "The Jim Kaemingk Sr. Trail from Bender to Depot upgrades and resurfacing".

B. Forge Fitness Interfund Loan Discussion- Laura

Finance Director Scholl explained the request to use Parks Capital Reserve funds to pay for the need to fix the ceiling and roof of the Forge Fitness building. Scholl gave two (2) options on how those Park funds could be loaned to the City and how the City could pay back that loan.

Action: Parks Committee agreed to keep the funding internal loaning \$200,000.00 out of Parks Capital Reserves and that those funds be paid back to Parks Capital Reserve over time.

3. INFORMATION ITEMS:

A. Updates on Parks and Trails

Benson Park

We have received a cost estimate for a 90% DD scope of work to begin a Phase 1 approach to the park space as funds and donations become available.

Parks Committee reviewed the DD scope of work for Phase 1. Vis recommended holding off on the proposal Laninga and Wohlrab concurred. The Parks and Rec District offered to investigate other options that might be more cost effective.



PARKS DEPARTMENT

Brent De Ruyter, Parks Director
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Schoolyard Park

Work on erecting the entry archway has begun and a lot of the timber has arrived for the pavilion.

The Parks Department is anticipating a scope of work cost for a 90% DD Master Plan from SCJ/Chris Overdorff.

The Parks Committee questioned if the city has the plans for the downtown restrooms and if those plans could be used for the restrooms for Schoolyard Park.

DeRuyter provided a cost estimate for irrigation and lawn installation for the committee's review.

Playground Equipment Proposal has been presented to a donor.
Parks Committee is acceptant of this playground donations and asked the approval of the gift brought forward at the October 7, 2024, City Council meeting.

Parks Department Shop Addition Project

One contractor has asked to include final numbers for the project in addition to Pioneer Construction Services. *Parks Committee would like to see a plan and itemized list from Pioneer Construction Services.*

B. Continued Discussion of the Department's 2025 Budget

Each Department was told to cut 10% out of their budget. No new equipment, vehicles or new fulltime employees.

Parks Department would like to reiterate their proposal if they were allowed to hire an FTE to maintain the lawncare, landscape, and irrigation, snow removal and the janitorial services, of the Wastewater and Sewer Plants.

Parks Committee asked if the downtown restrooms and City Hall janitorial services could be included in that proposal and if the Public Works would compensate Parks through Enterprise Funds? DeRuyter mentioned staff is reviewing all possibilities.

4. ITEMS ADDED

None

Meeting Adjourned: 5:08pm.

NEXT MEETING- Monday, October 21, 2024