

PARK & RECREATION BOARD MEETING

Eagles Nest

April 7, 2021 – 12:00 NOON

President Matt Prehn called the meeting to order at 12:00 pm.

Members Present: Doug Farrand, Tara Heupel, Tom Kuck, Bethany Russell, David Sandvig and Matt Prehn.

Meeting Minutes: Doug Farrand made a motion to accept the minutes. Motion seconded by Bethany Russell. All present voting aye. Motion carried.

Financial Statements: March financials were reviewed.

Bills: Bills received in the past month and merchant card processing fees for next month were reviewed. Such audited bills and fees for services, supplies, repairs, and maintenance for the Park, Recreation and Forestry Department will be included in the department bills approved hereafter by the City Council and set forth in the minutes of the City Council.

David Sandvig made a motion to approve payment of all bills presented, to approve merchant card processing fees for next month, and to authorize the President and Secretary to issue a requisition for a warrant upon the Finance Officer to spend Park and Recreation monies for payment of such bills and fees. Motion seconded by Tara Heupel. All present voting aye. Motion carried.

Order of Business:

Consider bids on Pickle Ball Courts Construction at Manor Park: Mark Hoven informed the board on the bids received and recommended to go with the Wright & Sudlow bid of \$93,115.85. Tom Kuck made a motion to accept the bid from Wright & Sudlow for the construction of the Pickle Ball Courts at Manor Park. The motion was seconded by Doug Farrand. All present voting aye. Motion carried. Copies of all bids received are on file in the Parks and Recreation office.

Adopting Resolution Number 2021-01 a lease agreement with the Hub City Soccer Association to operate the Moccasin Creek Soccer Field Concessions Stand for a three-year period. Mark Hoven informed the board this is the second reading of the resolution. Tara Heupel made a motion to approve the resolution authorizing the Hub City Soccer Association to operate the concession stand at Moccasin Creek Soccer Fields for a three-year period. The motion was seconded by Doug Farrand. All present voting aye. Motion carried.

Discussion on Temporary Staffing for the Summer Season: Mark Hoven informed the board on how the summer season staffing was progressing.

Consider and adoption of Department Policy 7110: General Care and Management of the City Cemeteries: Ryan Smith presented information to the board on the proposed changes to the policy. David Sandvig made a motion to approve the changes to Policy 7110. The motion was seconded by Tara Heupel. All present voting aye. Motion carried.

Presentation on the possible columbarium for Riverside Cemetery: Ryan Smith presented information to the board on possible addition of a columbarium to Riverside Cemetery.

Presentation from Jon Murdy and Charles Kornmann on 2021 Golf Operations: Jon Murdy and Charles Kornmann presented information to the board on the upcoming 2021 golf season.

Recognition of Josh Waltman as 2020 Golf Course Assistant of the Year: Charles Kornmann informed the board that Josh Waltman was presented with the 2020 Golf Course Assistant of the Year Award. Congratulation Josh!

Reports from Staff: Mark Hoven and the department supervisors reported on how things are going in their respective areas.

Adjournment: With no further regular business, Bethany Russell made a motion to adjourn the meeting. Motion was seconded by Doug Farrand. All present voting aye. Motion carried. Meeting adjourned.

Submitted by:


Doug Farrand, Secretary


Wende Holzmann, Office Manager

