DECORAH PARKS AND RECREATION BOARD MEETING MINUTES
City Hall Council Chambers
Thursday, April 17, 2025 – 5:00 PM

1. **Welcome, Roll Call and Introductions** – Called Meeting to Order at 5:15 PM – *Gaard, Bakken, Nichols* were in attendance. *Kerndt and Fuhrmann* joined via Zoom. *Travis Goedken (City Manager)* and *Marc Holtey (Parks and Recreation Director)* were in attendance. *Mayor Borowski* joined the meeting, as well as *Christopher Miculinich (City Council Member),* along with approximately 15 attendees from the public.

2. **Visitors/Public Comment** – No public comment.

3. **Consider Approval of Minutes for March 20, 2025 Meeting** – *Nichols* noted a correction on a name and spelling in the minutes. *Holtey* noted the correction. *Nichols* made a motion to approve (with the spelling correction). Gaard – 2nd. Ayes: 5; Nays: 0.

4. **Department Reports** – *Holtey* provided staff department reports.
RECREATION **-** *Coming to Close* **-** March Madness**,** Volleyball Coed**,** Women's**,** *Events* **-** Archery Kickoff 40-50 attended grand opening**,** Easter Egg Hunt**,** 140 (estimated) registered*, Ongoing* **-** Active in the Outdoors**,** K-7th Soccer Leagues (All Levels 300+ kids)**,** Pee Wee starts April 19**,** Summer applications**,** Pool and Rec**,** *Coming Up* - Summer Brochure will be released on Friday, April 18**,** Summer Registration May 1st**,** May 1st Bike Event**,** May 20th Track Meet
POOL - Pre-season cleaning and preparation. Hiring is at a solid level. All managers are in place. Working with the Water Department to replace impellers on main pump.
CAMPGROUND - The flooring project is completed in the bathroom. All bathrooms will be open this weekend. The new registration system is working well. Reservations started in the last couple of weeks and are increasing. "Goats on the Go" are scheduled for focused grazing the week of April 28th. Tree completed a couple of weeks ago. Stumps are ground.
PARKS - Whalen Flooring project – Week of April 21st. Bluebird Boxes (Adopt-A-Box) responses have been going well. Will put up signs for "sponsors" after we do the prairie burns. WQI Projects - Firebreak will be seeded at Carlson Park. Next focus will be Old Wastewater Treatment Plant. Working on IRVM (Roadside Management) Grant for Hydro Seeder the next few weeks. Steyer Bridge Historical Sign – Installed – Dedication – Thursday, May 1 at 2 PM. Fiber mulch application in playgrounds. Coordinated effort with part-time Recreation staff. Community Prairie Coordination and Garden Plots – Preparation and Programming/Event planning with Miriam Patton. Waiting for delivery of seedlings for Palisades (new trail area) and other areas. Collaborating on Earth Day Event on Saturday, April 26 at Fairgrounds. Replacing some metal trash cans with Kay Park garbage cans – 3 ordered. Order 4 more. Raked and seeded areas affected by winter plowing. Patches on athletic fields are greening up. Luther professor working out at Twin Springs for invasive removal above the streambank. Garlic Mustard Removal at Van Peenen on Saturday, April 12 with Mary Lewis. Palisades signage is up – Loop is open.

5. **Consider Approval of Archery Range Rules and Etiquette** – Rules and Regulations – *Nichols* commented that it was a model for moving ahead – *Gaard* made a motion to approve. *Nichols – 2nd*. Ayes: 5; Nays*: 0*.

6. **Consider Approval to Recommend Bid Award for Ball Field and Pickleball Court "Decorah Athletic Complex" Project** – *Goedken* and *Holtey* – Provided update on items to potentially cut to

lower cost: 18" Concrete around field (beneath fencing), drain tiles (since the composition due to sand-silt composition closer to the river, fence footings reinforced with rebar and batting cages. Talked through the overall bid estimate. Additional items that could be removed: 1,400 linear feet of curb and gutter in parking lot, 6" lift around parking lot sidewalk. Talked about asphalt parking lot. Could be reduced to 4". Also discussed doing the landscaping and plantings "in-house." Discussed removing the stormwater spillway. With drainage plan, excessive water could "sheet off." Portable enclosure could be done "in house." Pavers could be sourced from a different vendor. Erosion control (i.e., wattles could be reduced). Irrigation could be modified. *Nichols* – asked about what the bid includes. *Gaard* – asked about our priorities and what we would eliminate. *Holtey* shared about native plantings, enclosure for restroom, batting cages. *Goedken* shared his recommendations on what to eliminate as did *Holtey*. *Nichols* – suggested modifications on the parking facility and removing the curb and gutter. Talked about Will Baker's parking lot not being paved. An alternative would be a grid system for permeable pavers. Up in the air on edging around the fencing. Asked about timeline and whether we can change things at this time. *Gaard* – inquired about parking lot and drain tiles. Goedken explained the water sheeting process. *Nichols* – talked about mitigation. Talked about making major changes. Do we look at bidding it again? Changing some things and bringing some things back into the equation. Talked about changing the scope. *Goedken* – commented discussion would be brought forward to City Council on May 5th. *Nichols* – recommended tabling the discussion without a decision to approve. *Nichols* made a motion to table.1st, *Fuhrmann* 2nd. *Gaard* suggested a joint work session with the City Council. Ayes: 5; Nays: 0.

7. **Consider Approval of Additional Sponsorship Opportunities for Decorah Athletic Complex Fundraising**

   Proposed Additional Sponsorship Opportunities (Approved 04-17-25)

- $20,000 – 10 years for batting cages (2 batting cages available for naming rights)
- Donor Levels on Recognition Sign
  $15,000-$19,999
  $10,000-$14,999
  $5,000-$9,999
  $2,500-$4,999
- Windscreen Sponsorship/Recognition
  $1,500-$2,500 – 3 years (Varies by Size and Location on Either Outfield Fence or Pickleball Courts) Note:
- Bench Sponsorship/Recognition in Plaza and By Entrance - $2,000
- Brick Paver Sponsorship/Recognition in Designated Plaza Area
  $500 – Large Brick (8x8)
  $250 – Medium Brick (8x4)
  $125 – Small Brick (4x4)

   Nichols liked the additional sponsorship opportunities. General comment from the group to make sure there is enough margin between the cost of the donor bricks and donations. *Nichols* made a motion to approve. Motion to Approve, *Bakken* 2nd. Ayes: 5, Nays: 0.

8. **Consider Approval to Recommend Bid Notice Issuance for the Carlson Park 1A and 1B Project**

   Nichols made a motion to approve. *Bakken 2nd*. Ayes: 4; Nays: 0; Abstention: 1.

9. **Consider Approval of 2025 DHPT New Dunning's Spring Hiking Trail Project** – *Bakken* asked about hiking only. *Holtey* confirmed that it would be for hiking only. It would provide a safer and more sustainable trail in proximity to the falls and the trail above the falls. *Holtey* also shared that this would be done along with replacing the treads on the stairs up to the falls. *Nichols* made a motion to approve. *Kerndt – 2nd*. Ayes: 4; Nays: 0; Abstention: 1.

10. **Consider Approval of 2025 DHPT Trail Maintenance Plan** – *Nick Pearch (DHPT President)* provided an overview of the work proposed for 2025. Also shared you can't maintain yourself out of a bad trail design. Goal of providing more sustainable trails. Shared that DHPT has two paid summer workers. Most of the work is clearing trails from obstructions and repairing trails. Trail workers are paid for 15-30 hours per week. Third Tuesday of the month volunteers "earn their dirt." Spring cleaning on the trails. *Pearch* provided an overview of the re-routes that take out erosive "fall lines." In addition, a couple of the re-routes will allow the trails to be more accessible and safer for beginners. More of green beginner route. One re-route would provide a beginner section, while maintaining an advanced segment. *Pearch* shared the process of review by Parks staff and the Parks and Recreation Director. *Nichols* made a motion to approve. *Fuhrmann – 2nd.* Ayes: 5; Nays: 0.

11. **Update and Discussion on Park Projects** – *Holtey* shared updates on Park Projects.

12. **Financial – Budget, Community Foundation and Grant Updates** – *Holtey* shared updated budget sheets and noted the comment that the new sheets were harder to read (through the reporting system). *Holtey* provided updates on Community Foundation fund balances, as well as grants.

13. **Other Business** - *Kerndt* shared that the Archery Range was impressive. People have inquired on whether it was "Free" to use. *Gaard* also shared about the Archery Range and the Grand Opening. He expressed his appreciation for those that worked on getting it built and open. *Holtey* shared that he would not be able to attend the next scheduled Park Board meeting on May 15th.

14. **Adjourn** – *Bakken* made a motion to adjourn the meeting. *Nichols – 2nd*.

Respectfully submitted,

Parks and Recreation Director