

PARK BOARD

November 10, 2025

The November 10, 2025 Park Board meeting was called to order at 5:30 p.m. in Council Chambers by Kate Niederkohr, Chairperson. Park Board members present were Jennifer Banta, Jon Blackburn, Dean Leonard, Kate Niederkohr, Erin Smith, and Bill Sturgeon.

Others present included: Kyle McColly, Mayor (via zoom); Keith Niederkohr, Parks Manager; Natalie Mouser; John Walker; Aaron Korte; Lonnie McMillan, Daily Chief Union; and Sarah Bennett, Clerk.

The summary of bills totaling \$116,927.61 was presented.

A motion was made by Mr. Sturgeon, seconded by Mr. Blackburn, for the approval and payment of bills totaling \$116,927.61. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

The minutes of the October 14, 2025 Park Board meeting, having been mailed to each Park Board member, were approved as received.

Mr. Niederkohr reported that all of the unheated restrooms and the concession stands in the parks have been winterized and they are closed. Harrison Smith Park is closed to vehicular traffic but open to individuals who want to walk in the park. Following the Winter Fantasy of Lights (WFOL) the parking lots in Harrison Smith Park will be reopened.

Mr. Niederkohr expressed his appreciation to the Lions Club for the purchase and installation of new playground equipment in the tot lot in Harrison Smith Park.

Mr. Niederkohr presented a letter of resignation from his position as the Parks Manager, with his last day in this position being Friday, November 21, 2025. Mr. Niederkohr has accepted the position of Wastewater Treatment Plant Supervisor with the City beginning on Monday, November 24, 2025. Mr. Niederkohr thanked the various organizations he has worked with over the years for the contributions to the parks and noted that he is still willing to help with projects in the parks including the installation of the spin station in Bicentennial Park. Mr. Niederkohr also thanked the Park Board and the employees of the Parks Department for their support.

A motion was made by Mrs. Banta, seconded by Mr. Blackburn, to accept the resignation of Mr. Keith Niederkohr, Parks Manager, effective November 21, 2025. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

Discussion was held regarding the existing swimming pool and the possibility of a new swimming pool. Mr. Niederkohr indicated that leaks were found in the swimming pool at the end of the 2025 season and Mr. Eric Honaker, Water Distribution Supervisor, found sand and pea gravel in the gutter and at the bottom of the swimming pool and it is believed that this is an indication that the pumps are failing. Mrs. Niederkohr indicated that a promise was made to the public that the City will make every effort to keep the pool operating in 2026. Mrs. Niederkohr noted that the City's $\frac{3}{4}\%$ income tax increase was passed by the voters in the November 4, 2025 General Election and there is currently no timeline for a new swimming pool. Mrs. Niederkohr suggested a ten year plan for this project be developed and to address it in steps and possibly scale back on the current design, but to also keep continued communication of this project.

Mr. Niederkohr indicated that the Splash Pad in Bicentennial Park is in need of repairs including resurfacing and this project is expected to cost between \$30,000.00 and \$35,000.00.

Mrs. Niederkohr stated that a list of items to be repaired in the parks is being developed including work on the white shelter in Harrison Smith Park.

Discussion was held regarding the establishment of a salary range for a new Parks Manager. Mayor McColly indicated that currently for some unionized positions within the City the former 10% retirement pick-up by the City is now being paid by the employees which should be factored in when establishing the salary range for the new Parks Manager as this will be standard for all employees beginning in 2026. Mayor McColly also noted that compensation ranges are being established to address new employees and experienced employees.

A motion was made by Mrs. Niederkohr, seconded by Mrs. Banta, to recommend to City Council to establish a salary range for the Parks Manager between \$60,000.00 and \$80,000.00. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

An advertisement for the position of Parks Manager was discussed.

A motion was made by Mrs. Niederkohr, seconded by Mr. Blackburn, to authorize the Human Resource Officer to advertise for the position of Parks Manager. Upon Voice Vote, all members voted Yes. The Chairperson declared the motion carried.

It was agreed that the Park Board will be meeting on December 8, 2025.

Mayor McColly reported that he is in the process of revising job descriptions and duties for the Parks Manager and the other department Supervisors. Mrs. Niederkohr explained that the work for the street trees located within the City rights-of-way will now be the responsibility of the Street Department and the Parks Department will pickup the duties and responsibilities of the disc golf course. Mr. Niederkohr explained his work with the City's tree program.

The Park Shelter Reservation Income Report was distributed showing the income for 2025 was \$4,420.00.

Mayor McColly stated that beginning in 2026 shelter reservations will be online.

Park Board members thanked Mr. Niederkohr for his years of service as the Parks Manager.

There being no further business, the Chairperson declared the meeting adjourned.

Sarah J. Bennett, Clerk

Kate Niederkohr, Chairperson