

ABERDEEN PARK & RECREATION BOARD
REGULAR MEETING
WEDNESDAY, July 8th, 2026, 12:00 NOON
ARCC – ALUMNI ROOM

I. Call to Order

- A. Approval of Agenda
- B. Open Forum (See Format Guideline at End of Agenda)
- C. Approval of Minutes
- D. Financial Statements
- E. Approval of Bills

II. Order of Business

- A. Election of Officers
- B. Review of Committee Appointments
- C. Request Approval of Ratzlaff Memorial Placement at Veterans Memorial Plaza in Anderson Park
- D. Request Authorization to Bid Storybook Land Improvement Projects
 - a. Uncle Henry's Outhouse Restroom Project
 - b. Doll House Project
- E. Request Approval of Proposed Parks, Recreation & Forestry Fee Amendments
 - a. ARCC Dance Program Fees
 - b. Outdoor Pickleball Court Reservation Fees
 - c. Civic Arena and Civic Theatre Facility Maintenance Fee
- F. Director and Staff Updates

Motion to Adjourn

1. OPEN FORUM PROVIDES AN OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE PARKS, RECREATION AND FORESTRY BOARD WITH QUESTIONS, CONCERNS OR COMMENTS ON ITEMS WHICH ARE NOT ON THE AGENDA. OPEN FORUM WILL BE LIMITED TO 10 MINUTES (IF NO ONE IS IN ATTENDANCE FOR THE OPEN FORUM, THE REGULAR MEETING MAY BEGIN) UNLESS A MAJORITY OF THE BOARD AGREES TO EXTEND THE TIME PERIOD. THE OPEN FORUM MAY NOT BE USED TO MAKE PERSONAL ATTACKS, TO AIR PERSONALITY GRIEVANCES, TO MAKE POLITICAL ENDORSEMENTS, OR FOR POLITICAL CAMPAIGN PURPOSES. OPEN FORUM WILL NOT BE USED AS A TIME FOR PROBLEM SOLVING OR REACTING TO THE COMMENTS MADE, BUT RATHER FOR HEARING THE CITIZEN FOR INFORMATIONAL PURPOSES. THE BOARD MAY RESPOND WITH REQUEST FOR DEPARTMENT STAFF TO FOLLOW UP AND REPORT BACK ON ANY ISSUE RAISED DURING THE PUBLIC ADDRESS TIME. A PRESENTATION MAY NOT EXCEED TWO MINUTES IN DURATION.

2. ADA COMPLIANCE: THE CITY OF ABERDEEN FULLY SUBSCRIBES TO THE PROVISIONS OF THE AMERICAN'S WITH DISABILITIES ACT. IF YOU DESIRE TO ATTEND THIS PUBLIC MEETING AND ARE IN NEED OF SPECIAL ACCOMMODATIONS, PLEASE NOTIFY THE PARK AND RECREATION OFFICE AT LEAST 8 HOURS PRIOR TO THE MEETING SO APPROPRIATE AUXILIARY AIDS AND SERVICES CAN BE MADE AVAILABLE. THE PARK, RECREATION AND FORESTRY BOARD MEETS MONTHLY ON THE FIRST WEDNESDAY AFTER THE FIRST TUESDAY OF THE MONTH AT NOON.

3. A COPY OF THE SUBJECT MATTER ON THE PARKS, RECREATION AND FORESTRY BOARD MEETING AGENDA IS AVAILABLE FOR PUBLIC DISTRIBUTION AT THE PARKS AND RECREATION OFFICE AND AVAILABLE ON THE DEPARTMENT WEBSITE www.aberdeen.sd.us

PARK & RECREATION BOARD MEETING

Eagles Nest

June 3, 2026 – 12:00 NOON

President David Sandvig called the meeting to order at 12:00 pm.

Members Present: Adam Buckhouse, David Sandvig, Taylor Armstrong, Tarah Heupel, Jake Cramond and Dewey Tullar. Also, present Char Liebelt, City Council Liaison, Jordan McQuillen, City Finance Officer and Dave McNeil, City Manager.

Approval of the Agenda: Tarah Heupel made a motion to approve the agenda. The motion was seconded by Taylor Armstrong. All present voting aye. Motion carried.

Open Forum: No one came forward in the open forum to address the Board.

Meeting Minutes: Tarah Heupel made a motion to accept the minutes. Motion seconded by Dewey Tullar. All present voting aye. Motion carried.

Financial Statements: May 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 Parks, 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.

Jake Cramond 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 Adam Buckhouse. All present voting aye. Motion carried.

Order of Business:

Request Approval of Meals on Wheels Bad Debt Write Offs Tarah Heupel made a motion to approve writing off the presented list of Meals on Wheels bad debts. The motion was seconded by Taylor Armstrong. All present voting aye. Motion carried.

Review 2027 Department Budget Proposal Matt Braun spoke to the board about the proposed 2027 budget that has been submitted. A discussion was held.

Presentation of Plaque for David Sandvig's 10 Years of Service on the Aberdeen Parks and Recreation Board Thank you David for your time and service to the Aberdeen Parks, Recreation & Forestry.

Staff Reports: The supervisors of the various departments spoke about upcoming events.

Executive Session: Executive session to discuss legal and contractual matters (SDCL 1-25-2(3) and (4)). No Board action can occur during executive session, but Board action may follow executive session

Dewey Tullar made a motion to enter executive session. The motion was seconded by Jake Cramond. All present voting aye. Motion carried.

A motion was made by Dewey Tullar to exit the executive session. The motion was seconded by Jake Cramond. All present voting aye. Motion carried.

Adjournment: With no further regular business, Taylor Armstrong made a motion to adjourn the meeting. Motion was seconded by Jake Cramond. All present voting aye. Motion carried. Meeting adjourned.

**PARK & RECREATION BOARD MEETING
Eagles Nest
June 3, 2026 – 12:00 NOON**

Submitted by:

Kristan Morris, Secretary

Wende Holzkamm, Office Manager

Requisition for warrant upon the Finance Officer, pursuant to Aberdeen City Code, Sec. 36-29, for payment of bills and fees as set forth in the above Minutes:

Signed by:

David Sandvig, President

Date

Countersigned by:

Kristan Morris, Secretary

Date

Date	VENDOR	Name	Cemetery	Mosquito	MOW	Admin	Rec	ARCC	Aq Center	PC Complex	Mun Band	SR Center	Parks	Wylie Park	Forestry	Rides	Concessions	Rec Enterprise	ARCC Enterprise	Paddleboats	Campground	Golf	Gift Fund	Softball Project	Special Tx	Refunds	Total
2026	NUMBE		208-43700	208-44413	208-44800	208-45110	208-45120	208-45122	208-45123	208-45126	208-45134	208-45140	208-45200	208-45221	208-45240	614-45000	614-45020	614-45120	614-45122	614-45132	614-45150	615-45125	210	506	508	OTHER	
0629	10001	MIDWEST ALARM COMPANY						1,723.80																			1,723.80
0629	10048	LISA OSMAN									112.00																112.00
0626	10105	RBL DESIGNS	135.00												6,140.00												6,275.00
0625	10110	TESSMAN COMPANY																				142.00					142.00
0625	10121	RDO EQUIPMENT CO		455.79																							455.79
0625	10126	A M LEONARD INC													531.66												531.66
0625	10159	NORTHERN PLAINS ANIMAL HEALTH												5.01													5.01
0625	10211	LANG'S TV & APPLIANCE										281.00															281.00
0625	10235	DON'S BUILDERS HARDWARE								608.00		300.00	188.00														1,096.00
0629	10274	COLE PAPERS INC						440.90	2349.06	684.64		173.77	318.88				1,369.39				750.29	752.72				6,839.65	
0625	10313	JENSEN ROCK & SAND INC-MOB												485.59	62.02												547.61
0625	10324	GRAHAM TIRE CO	25.89										61.56														87.45
0625	10340	BROWN COUNTY CONSERVATION DIST													200.00												200.00
0625	10346	LUCAS LESHER													43.00												43.00
0629	10360	AUTO VALUE PARTS/HEDAHL		76.98												128.08											508.87
0625	10374	CASH-WA DISTRIBUTING							2779.42								2,387.76										5,167.18
0629	10386	HOUSE OF GLASS INC						3,864.47	382.45	258.67			2761.67														7,267.26
0625	10478	LAWSON PRODUCTS INC											355.54														355.54
0625	10489	STEVEN LUST AUTOMOTIVE								1122.73																	1,122.73
0625	10501	MAC'S INC											122.97									15.92	50.08				188.97
0625	10524	NB GOLF LLC																									2,916.00
0625	10535	SEWER DUCK INC																									1,050.00
0629	10613	SOUTH DAKOTA MAGAZINE						495.00							500.00				495.00		150.00						990.00
0625	10633	DAKOTA SUPPLY GROUP											43.54									157.83					201.37
0629	10650	MIDSTATES GROUP						935.00						17.50	42.75												995.25
0625	10695	AVERA ST LUKE'S HOSPITAL			4,534.75																						4,534.75
0625	10736	FAY'S REFRIGERATION LLC																									487.62
0625	10744	SHERWIN-WILLIAMS CO												390.15													390.15
0625	10757	CRAWFORD TRUCKS & EQUIP											2117.66														2,117.66
0629	10865	MELLEDEY ROSTAD									127.00																127.00
0629	10908	JULIE AITCHISON									112.00																112.00
0625	11026	FASTENAL COMPANY											19.25														19.25
0625	11194	TAYLOR MUSIC									208.88																208.88
0629	11240	JOEL CARDA									112.00																112.00
0629	11247	ALEX TIEDE									98.00																98.00
0629	11248	ALICIA PETERSON									48.00																48.00
0629	11292	LADNER ELECTRIC						277.46																			277.46
0629	11302	LEAH CARDA									91.00																91.00
0625	11326	HARMS HEATING AND COOLING												1655.62													1,655.62
0625	11358	DEPENDABLE SANITATION						338.00	161.00	100.00		132.00	924.25	2314.40								342.00					4,311.65
0629	11361	SARAH SUKO									112.00																112.00
0625	11399	WESTERN STATES FIRE PROTECTION								720.00																	720.00
0629	11417	PRODUCTION MONKEYS																					1045.00				1,045.00
0629	11430	TRAVIS NETZER									157.00																157.00
0629	11484	KRISTINE KONICKSON									112.00																112.00
0626	11485	FORDHAM SIGNS	665.00												80.00												745.00
0625	11490	MARK GROTE													45.00												45.00
0625	11508	JASON'S TRUCK & AUTO BODY													5000.00												5,000.00
0625	11533	D&K PRODUCTS																									1,983.00
0625	11557	COCA-COLA BOTTLING CO							2100.90								3,409.90	187.20				222.60					5,820.60
0625	11578	SD DEPARTMENT HEALTH LAB							80.00						66.00												146.00
0625	11599	CALEB CROSBY									200.00																200.00
7/1	11621	HUB CITY RADIO														1,584.70											1,584.70
0625	11711	BEACON ATHLETICS											799.99														799.99
0629	11849	JENNY GROSS									96.00																96.00
0629	11859	VIRGINIA LEWIS									112.00																112.00
0625	11897	DAKOTA BROADCASTING LLC							500.00							375.00					125.00						1,000.00
0625	11979	LIVESTOCK SPECIALISTS INC													689.34												689.34
0626	12001	MTI DISTRIBUTING	562.30										6929.31	525.66								2,751.95					10,769.22
0625	12043	MCMASTER-CARR SUPPLY CO											76.60		76.60	92.58						76.60					322.38
0629	12171	KIMBERLY CARDA									112.00																112.00
0625	12202	ACTION PEST CONTROL										357.00															357.00
0629	12210	JOYE WARD									112.00																112.00
0625	12236	ACE REFRIGERATION															357.51										357.51
0629	12275	KEN'S SUPERFAIR FOODS						26.81	3473.81			14.37					2,580.18				1,732.33						7,827.50
0629	12304	OPPERMAN INC																									2,465.40
0625	12412	CENTURY BUSINESS PRODUCTS				254.72		114.07		25.00		87.07															480.86
0629	12508	MENARDS INC	457.08					457.39	146.10				1516.33	1318.32													3,895.22
0629	12508	MENARDS INC													26.86							1,289.53	582.09				2,299.53
0625	12546	NW BLADE							74.00													74.00	74.00				222.00
0625	12589	CAROL WEBER GREEN																									205.00
0629	12590	JULIE BORR									96.00																96.00
0629	12729	MCQUILLEN CREATIVE GROUP INC						318.00								99.00											417.00
0625	12770	SARGENT COUTY TELLER							59.80													59.80	59.80				179.40
0629	12811	SARA WEISCHEDEL									112.00																112.00
0629	12834	JOHN PATZLAFF									96.00																96.00
0625	12940	FERGUSON WATERWORKS #2516		</																							

"A Grateful Nation Remembers"

Aberdeen, SD Native

US Navy LCDR Richard R "Dick" Ratzlaff

b. May 24, 1942 – d. February 28, 1981

Vietnam Veteran

POW March 20, 1966 – February 12, 1973

"Duty, Honor, Country"

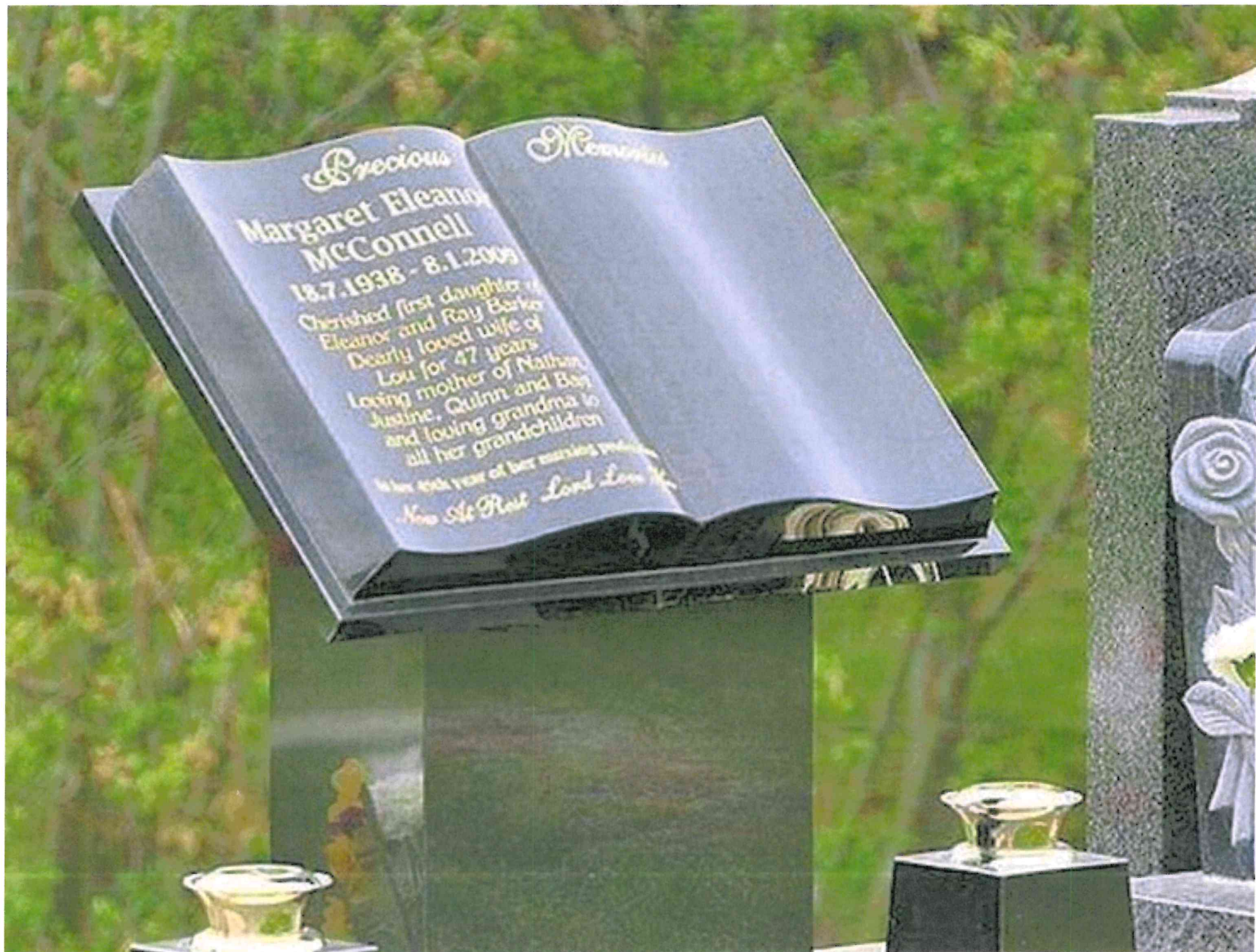
Hall of Valor

- Bronze Star 1966-1967
- Bronze Star 1966-1968
- Prisoner of War Medal March 20, 1966-February 12, 1973
- Legion of Merit – Peacetime
- Silver Star June 20, 1968
- 2026 Aberdeen CHS Hall of Fame Inductee -Military Service

"Never Forgotten, Forever Revered"

LCDR Ratzlaff and his fellow POW comrades endured unimaginable brutality and violent conditions during the _____ days of their captivity. During this time, LCDR Ratzlaff demonstrated his gift of leadership, compassion for others, and extraordinary courage and resilience. He humbly showed unwavering and selfless dedication to his fellow compatriots by building their morale and saving lives.

LCDR Ratzlaff's unyielding grit, strong allegiance, and noble sacrifices qualify him as a "True American Hero!"



Precious
**Margaret Eleanor
McConnell**
18.7.1938 - 8.1.2009
Cherished first daughter of
Eleanor and Ray Barker
Dearly loved wife of
Lou for 47 years
Loving mother of Nathan,
Justine, Quinn and Ben
and loving grandma to
all her grandchildren
In her 70th year of her marriage preceded
by her dear husband Lou on 12.11.2008
Now At Rest Lord Love Us

Memorial



**CITY OF ABERDEEN
PARK AND RECREATION BOARD
RESOLUTION NO. 26-2**

**A RESOLUTION RECOMMENDING AMENDMENTS TO THE PARKS, RECREATION
AND FORESTRY FEE SCHEDULE**

WHEREAS, the Aberdeen Park and Recreation Board provides policy direction and oversight for Parks, Recreation and Forestry Department programs, facilities, and services; and

WHEREAS, the Parks, Recreation and Forestry Department periodically reviews its fees and charges to ensure they remain appropriate for program costs, facility use, public access, and long-term maintenance needs; and

WHEREAS, staff has reviewed certain Parks, Recreation and Forestry fees and recommends amendments related to ARCC Dance Program fees, outdoor pickleball court reservations, and Civic Arena and Civic Theatre facility maintenance; and

WHEREAS, the City of Aberdeen owns and operates public facilities, including the Civic Arena and Civic Theatre; and

WHEREAS, SDCL Chapters 9-52 and 9-53 provide authority for municipalities to own, operate, and charge for certain public auditorium, convention, and related public facilities; and

WHEREAS, the proposed Civic Arena and Civic Theatre facility maintenance fee is intended to be structured as a facility charge, with revenue restricted to facility-related upkeep, repair, maintenance, equipment replacement, capital improvements, and other building-related expenses; and

WHEREAS, the Park and Recreation Board has reviewed the proposed fee schedule amendments and finds the recommended changes to be reasonable and in the best interest of the Department and the public;

NOW, THEREFORE, BE IT RESOLVED, by the Aberdeen Park and Recreation Board that the Board recommends approval of amendments to the Parks, Recreation and Forestry fee schedule as set forth below and forwards such recommendation to the Aberdeen City Council for consideration and adoption:

Section 1. ARCC Dance Program Fees

The Board recommends approval of updated ARCC Dance Program fees as presented in Exhibit A attached hereto.

Section 2. Outdoor Pickleball Court Reservation Fee

The Board recommends establishing the following outdoor pickleball court reservation fee:

Outdoor Pickleball Court Reservation: \$10.00 per court per hour. Up to three courts may be reserved at one time, subject to availability and approval by the Parks, Recreation and Forestry Director. The remaining courts shall generally remain available for first-come, first-served public use. The Director may approve, deny, modify, limit, or redirect reservation requests based on anticipated public use, date and time, duration, frequency of request, staffing or maintenance needs, availability of alternative City facilities, and overall impact on public access.

Section 3. Civic Arena and Civic Theatre Facility Maintenance Fee

Consistent with the City of Aberdeen's authority under SDCL Chapters 9-52 and 9-53 to own, operate, and charge for certain public auditorium, convention, and related public facilities, the Board recommends that the Aberdeen City Council establish the following facility charge:

Civic Arena and Civic Theatre Facility Maintenance Fee: \$2.00 per paid ticket/admission for ticketed events held in the Civic Arena or Civic Theatre. Revenue from this fee shall be restricted to Civic Arena and Civic Theatre facility upkeep, repair, maintenance, equipment replacement, capital improvements, and other building-related expenses.

Section 4. Forwarding to City Council

BE IT FURTHER RESOLVED, that the Parks, Recreation and Forestry Director is authorized to forward the recommended fee schedule amendments to the Aberdeen City Council for consideration as an amendment to the City fee schedule.

Section 5. Conforming Edits

BE IT FURTHER RESOLVED, that the Parks, Recreation and Forestry Director is authorized to make non-substantive conforming edits to this resolution and any attached fee schedule materials to accurately reflect the action taken by the Board before forwarding the recommendation to the Aberdeen City Council.

ADOPTED this ___ day of _____, 2026, by the Aberdeen Park and Recreation Board.

President, Park and Recreation Board: _____

Secretary, Park and Recreation Board: _____

Proposed Fees Exhibit A: Dance

Dance Class Fees	<u>2025-2026</u>	<u>2026-2027</u>
45 minute class 1 time per week -	\$234.00 per class per year	\$248.00 per class per year
60 minute class 1 time per week -	\$306.00 per class per year	\$320.00 per class per year
75 minute class 1 time per week -	\$333.00 per class per year	\$336.00 per class per year
30 minute class 1 time per week/8 weeks (Mommy & Me - Creative Movement)	\$40.00 per 8 week session	\$48.00 per 8 week session
Dance Recital Costume Rental:	\$25.00 per class	\$26.00 per class
Dance Recital Admission:		
Ticket Prices Children/Students	\$6.00	\$7.00
Ticket Prices Adults	\$12.00	\$14.00

Dance Program Late Fees:

Tuition for ARCC dance classes is an annual fee that is paid in 2, 4, or 8 installments.

Payments are due as specified on the payment schedule in the student handbook. If unpaid, a late fee of \$5.00 per class will be assessed on the last day of the month the payment is due.