

City of Dalton Gardens
Workshop Meeting Minutes
Thursday, April 1st, 2021 @ 6:00 pm
Meeting was conducted via teleconference and in person.

CALL MEETING TO ORDER:

Mayor Edwards called the meeting to order at 4:03pm.

Mayor Edwards clarified that the only item that will be covered this afternoon is the Park Policies and apologized for any confusion.

ROLL CALL:

Councilor Carrie Chase, Councilor Aaron O'Brien, Councilor Robert Wuest, Councilor Ray Craft and Mayor Dan Edwards were present. Caitlin Kling- City Attorney, Rand Wichman-City Planner, and Teresa Janzen-Deputy City Clerk were also in attendance.

ITEMS:

~~1. Fire Hydrants MOU~~

2. Park Policies:

RWichman was requested by Council to review and create Policies for managing Reservations and Use at the Cities Facilities. The City Hall, Ward Newcomb Park and the Riding Arena draft policies were submitted to council along with Karen Kimball submitted suggestions/comments, and the Ordinance Amendment regarding large gatherings of over 50 people. CKling and RWichman recommend a different set of rules for large crowds. Council instructions are to create a different fee imposed for Residents verses Non-residents. Currently Reservations are made through City Hall staff.

RWichman will collaborate with TJanzen on in-house procedures. CKling advised that in the past there has not been a policy in place regarding reservations and with increased use since last summer, recommend creating them. CKling advised Council that the City's facilities are open to the public to reserve regardless of residency. Non-resident reservations will be required to pay for staff to be onsite. RWichman will research other cities and how they manage reservations made in advance. TJanzen stated reservations will be integrated into the website. Council would like to have a refundable cleaning deposit fee in addition to reservation fees. The City can cancel reservations with good cause only. A designated smoking area for Ward Newcomb Park should be implemented. Dogs are allowed by requesting permission from the City Council. CKling states that she removed the suggested firearm regulation in the policy portion to be in compliance with State Code. Firearms are allowed but discharging of a firearm is not. The policies will contain wording that picnic tables will need to be put back in place or there will be a charge. The park will not remain open during private reservations that have over 30 people in attendance. Karen suggested the Dalton Gardens Arena be renamed to the

Dalton Gardens Horse Complex and reviewed her submitted suggestions/comments. CKling recommends that larger groups over 50 should provide proof of Insurance and Vendors, sanitation needs should be checked with Panhandle Health and larger groups should reserve 45 days prior to the event. Dogs are not allowed in the arena and must be on a leashed at the complex. Decorations or signs are allowed but must be removed from the area after the event. Council suggested signs be added to the arena that says "Use area at own risk". Council suggested encouraging groups to donate or make repairs to the items in the arena. The bees near the concrete seating is an issue at the arena. RWichman and CKling drafted and reviewed the proposed Ordinance, parades will be removed from the Ordinance. The City is not taking reservations at this time.

~~3. Code Amendments~~

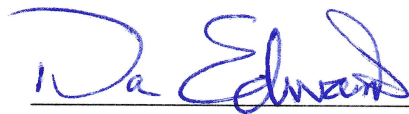
~~4. Deer Ordinance~~

~~5. Fee Resolution~~

~~6. Annexations~~

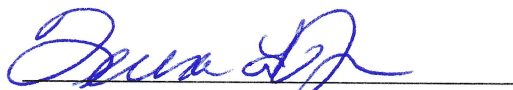
7. Adjournment:

Mayor Edwards adjourned the meeting at 5:37pm.



Dan Edwards, Mayor

ATTEST:



Jessica Hutson, City Clerk/Treasurer

Teresa L. Janzen, Deputy City Clerk