

**MINUTES  
CITY OF LONSDALE  
PARK AND RECREATION ADVISORY BOARD  
September 14, 2010**

**MEMBERS PRESENT:**

Jeanette Utecht , Micki Ziskovsky, Kevin Kodada, Laura Carpentier, and Shelly Narum

**MEMBERS ABSENT:**

None

**STAFF PRESENT:**

City Planner Benjamin Baker and Public Works Director Russ Vlasak

**1. CALL TO ORDER**

Chairperson Kodada called the meeting to order at 6:00 pm in the City Hall Council Chambers at 415 Central Street West.

**2. AGENDA**

A motion was made by Carpentier and seconded by Ziskovsky to approve the agenda as presented. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

**3. MINUTES**

A motion was made by Carpentier and seconded by Utecht to approve the minutes from the August 10, 2010 meeting. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

**4. PUBLIC COMMENT**

None

**5. PUBLIC HEARINGS**

None

**6. GENERAL BUSINESS**

- a. Consider Approval of the Lonsdale Public Library Teen Advisory Board & Lonsdale Public Library Summer Reading Program as the Oct-Nov-Dec 2010 Green Team

Baker provided the Commission with two Green Team applications to review: 1) Trondhjem Lutheran Church (application received 10/8/09) and 2) Lonsdale Public Library Teen Advisory Board and Summer Reading Program (application received 9/3/10). He mentioned that members, volunteers, and parents associated with the Lonsdale Public Library Teen Advisory Board and Summer Reading Program have not had the opportunity to serve as the Green Team yet. He provided the Park Board with a list of all the past Green Teams, and he mentioned

that Trondhjem Lutheran Church has already had the opportunity to serve as the Green Team during their term in April-May-June of 2008.

A motion was made by Utecht and seconded by Carpentier to approve of the Lonsdale Public Library Teen Advisory Board & Lonsdale Public Library Summer Reading Program as the Oct-Nov-Dec 2010 Green Team. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

- b. Update on City Trail System Kiosks – Funded by the Rice County S.H.I.P Grant  
Baker mentioned that the Public Works Department recently installed five trail kiosks along the Lonsdale Trail System. He stated that the kiosks are valued at \$2,275.00. He asked the Park Board to provide ideas on what type of information should be included on the trail kiosks. The Board suggested that advertisements could be added to the trail map or kiosk board. They also suggested adding health information including a calories burned chart for different trail activities such as biking, walking, running. Ziskovsky said that local businesses or community event promoters may want to advertise on the kiosks. She suggested that the City Hall phone number be added onto the board. She also suggested that the City paint a mark on the trail at every mile maker. Vlasak said that pavement surface paint only last for two years.

- c. Consider Approval of a Request by the Lonsdale Baseball Club for Field Improvements at the DRS Baseball Field  
Baker provided the Board with a request from Chad Vosejka of the Lonsdale Baseball Club. The Baseball Club requested that the City help fund up to 50% of the proposed DRS Field improvements which including filling in low areas at different spots around the ball field. Vosejka also provided a quote from Affordable Landscapes in the amount of \$1,965.00 for the proposed project.

Kodada stated that field improvements for the DRS Field were not budgeted for this year. Carpentier said that other projects, such as the Sticha Park sand volleyball courts, have been pushed back due to budget issues. The Board discussed the issue and agreed that the City should not provide any money for the proposed project at this time due to other priorities and the current budget situation.

A motion was made by Carpentier and seconded by Utecht to approve that no money be allocated at this time for the Lonsdale Baseball Association – DRS Field Improvement Project. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

The Board said they may review the request again next spring or summer.

d. Update on Jaycee Park Field Improvements

Baker mentioned that at their meeting on September 9, 2010, the City Council approved \$5,000.00 for field improvements at Jaycee Park. He said that the proposed project totaled over \$30,000.00, but due to the City's current budget concerns the Council decided to only fund a portion of the project at this time.

The Council directed the Public Works Department, Council Member Kodada, and the Park Board to prioritize the proposed improvements. Members of the Park Board agreed that filling in the low spots and ruts on the ball fields and adding a new fence crown were the most important safety items. Kodada mentioned that the Lonsdale Lions, Little League, and Softball Association would also be contributing labor and/or funds to the project. Vlasak said that Public Works Department was not going to get involved with the project.

Ziskovsky asked when the Jaycee Park Ice Rink Lighting Project was going to be completed. Vlasak said he would check with Dale Stepka.

e. Consider Approval of the Kalina Park Site Plan

Baker provided the Park Board with a Kalina Park site plan and initial grading plan for review. He said that a local contractor is still willing to grade Kalina Park as a donation to the City. He reminded the Board that a public hearing was held at the previous meeting, and many of Kalina Park's neighboring property owners relayed their concerns at that meeting. Baker said that the majority of the neighboring residents agreed that they would like to keep the park area as natural as possible. Ziskovsky said that other residents within Willow Creek Heights would like to see a more developed park with play equipment. The Board discussed the proposed site plan, and they all agreed that the proposed plan (showing trails and open space areas) looked good. Kodada mentioned that the City doesn't currently have any money budgeted for adding improvements to the park. He said that play equipment may be added to the park along with the next phase of improvements.

A motion was made by Carpentier and seconded by Utecht to approve the Kalina Park Site Plan (dated September 8, 2010). Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

f. Consider Approval of Bids for the MnDOT-Lonsdale Community Roadside Partnership Landscaping Project

Baker presented the bids received on August 31, 2010 for the Welcome Sign Landscaping Project to the Board for review. He provided the Board with updated site plans, a project summary, and a project timeline. He noted that the City Council approved MnDOT Agreement No. 97468, which will provide the City with up to \$8,000.00 for project plantings and landscaping materials. Baker provided the Park Board with a bid comparison table and four different options for them to consider. Hedberg Landscape & Masonry Supply bid on the hardscape and landscaping materials, while both Bachman's Whole Sale Nursery

and Hardscapes and Knecht's Nurseries & Landscaping bid on the entire project including trees, plants, landscaping materials, and hardscape materials.

The Park Board discussed the different quotes and bid options, and they decided that it would be best to go with Knecht's for the plant and trees because of the one-year warrant (Option # 3). They also agreed to go with the low bid submitted from Bachman's for landscaping and hardscape materials.

*Reimbursable from MnDOT:*

A motion was made by Narum and seconded by Ziskovsky to approve Bid Option # 3, trees and plants from Knecht's and landscaping materials from Bachman's. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

*Non-Reimbursable from MnDOT:*

A motion was made by Utecht and seconded by Narum to approve Bachman's quote for hardscape material (retaining wall and boulders). Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

**7. MISCELLANEOUS**

a. Dog Waste Issues along City Trails and in City Parks

Due to recent complaints received by the City, Baker asked the Park Board if more signage was needed at City parks and along City trails to help reduce the amount of dog waste. The Board members suggested that pet waste stations should be added at some point in the future.

**8. ADJOURNMENT**

A motion was made by Carpentier and seconded by Utecht to adjourn the meeting. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried. The meeting ended at 7:28 pm.

Respectfully Submitted:

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Benjamin Baker, City Planner