

**MINUTES
CITY OF LONSDALE
PARK AND RECREATION ADVISORY BOARD
August 11, 2009**

MEMBERS PRESENT:

Jeanette Morgan, Micki Ziskovsky, Kevin Kodada, Chris Kraimer,
and Laura Carpentier

MEMBERS ABSENT:

None

STAFF PRESENT:

City Planner Benjamin Baker and Parks Maintenance Worker Jeff Heller

1. CALL TO ORDER

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

2. AGENDA

Baker asked if three items could be added to the agenda including: 1) Park Development Fund Budget, 2) Update on Recent Council Action, and 3) Jaycee Park Concession Stand Lease Agreement.

A motion was made by Carpentier and seconded by Morgan to approve the agenda with said additions. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

3. MINUTES

A motion was made by Kraimer and seconded by Carpentier to approve the minutes from the July 14, 2009 regular meeting. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARING

None

6. OLD BUSINESS

a. Discuss Park Development Fund Budget

Baker provided the Board with an updated spreadsheet showing the 2009 projects and the proposed 2010/2011 projects. The spreadsheet listed the budgeted amount, current expenses, outstanding expenses, and balance remaining in the Park Development Fund. He mentioned that money has been budgeted for trail

benches, the Hwy 19 Sidewalk Project, trees, landscaping, welcome signs, and a volleyball court. The Board briefly discussed the projects, and they agreed with the budgeted numbers as presented.

b. Consider Approval of 15 Trail Benches in the Amount of \$2,970.00

Baker stated that the Board has discussed trail benches at their past few meetings, and the Board directed staff to obtain a quote from Summit Supply Co. for a 6 ft. PVC-coated bench. Baker provided the Board with three new quotes from Summit: 5 benches = \$1,192.00, 10 benches = \$2,229.10 ,and 15 benches = \$2,970.00 (all prices include shipping). The Board discussed the advantages of purchasing a maintenance-free bench compared to a wooden constructed bench. The Board agreed that a PVC-coated bench would last longer than treated wood and provide less upkeep for the Public Works Department. They also agreed that purchasing 15 benches compared to 5 or 10, would be a significant cost savings per bench. The Board also agreed on the burgundy color.

Baker also provided the Board with an email from Brushwork Signs and information from Nameplate & Panel Technology regarding prices for a proposed “adopt-a-bench” program. He mentioned that the thickness of the PVC-coated bench was only 2 inches. The Board discussed different options on how to advertise for the “adopt-a-bench” program and where to locate the nameplate on/near the bench. Morgan stated that she could help write a letter for the program, and she also suggested asking the Chamber to send out an email blast to local businesses asking for support. The Board also suggested advertising the program in the newspaper. Kodada directed City staff to research more options for nameplate designs and sizes.

A motion was made by Kraimer and seconded by Morgan to recommend the purchase of 15 trail benches in the amount of \$2,970.00. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

c. Consider Approval of (28) “Dog Waste” and (8) “No Motor Vehicle” Trail Signs

Baker stated that at previous meetings the Board asked about the possibility of dog leash and waste signs along the trailways. City staff provided a quote from EFA for \$8.84/per sign (12” x 18”) and \$14.70/per sign (18” x 18”). Baker said that EFA would deliver the signs and therefore no shipping costs would be accrued. Baker also provided the Board with a cost estimate on a typical pet waste station which runs from approximately \$425 - \$600. The Board agreed with the proposed trail sign locations according to a map created by City staff. Kodada stated that future developments/developers should pay for all trail signs. He also asked the Public Works department to get a quote on a pet waste station from Novaks Garage in Veseli.

A motion was made by Kraimer and seconded by Carpentier to approve (28) “Dog Waste” and (8) “No Motor Vehicle” trail signs. Vote for: Morgan,

Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

d. Update on Recent Council Action Regarding Parks and Recreation

Baker stated that at their meeting on July 30, 2009, the City Council approved Resolution 2009-24, a resolution prohibiting self-propelled roller devices at the DRS Field and at other specific locations in City parks. He mentioned that a few comments were recently made about the limited places where self-propelled roller device users can actually be. He said that the Mayor asked if a skate park was being pursued. Baker also mentioned that the City Administrator and himself recently met with Jimmy Ericson, an eleven year old Lonsdale resident, who was looking to initiate support for a Lonsdale skate park. Bryant Tate, President of the Lonsdale Lions, and Jeanette Morgan, Lonsdale Jaycees, both said that their organizations would possible help with fundraising if enough effort and support is shown by local users of self-propelled roller devices. The Board agreed that a local skate park would be an excellent idea if the funds are available. Morgan stated that she had tried to help get support started in the past for a skate park, but she didn't receive a great deal of help. She also mentioned that the local school principals were on board with the idea, and they said that they were willing to give extra credit to students involved with initiating fundraising efforts. Ziskovsky suggested that the Boy Scouts may also want to get involved with the project somehow.

7. NEW BUSINESS

a. Consider Approval of a Lease Agreement Between the City of Lonsdale and the Lonsdale Lions for the Jaycee Park Concession Stand

Lions President Bryant Tate stated that the Lions have been involved with running the Jaycee Park Concession Stand for the last couple of years now. He mentioned that the Lions would like to make some improvements to the stand because it is their major source of fundraising throughout the year. He said that they are proposing to install a 3-door beverage cooler and a new refrigerator along with a few remodeling touches. He said that the proposed improvements would probably cost around \$3,000 - \$4,000. He asked the Board to consider recommending approval of a 10-year lease for the concession stand to assure that the Lions have the right to operate the stand each year. He said that softball is growing in Lonsdale, and the Lions would like to make some improvements to the stand for the community. He also mentioned that the more money they raise, the more money they can give back to the community. Baker said that the City Attorney would need to review any lease agreement, and he also stated that the Board may want to consider a 5-year lease versus a 10-year lease. He said that after 5 years the Park Board and/or Council could review the lease terms and give the Lions club the first option to renew their lease if everything was satisfactory. Kramier stated that she wants to make sure that all local organizations feel welcome. Kodada provided a history of all the previous concession stand operators throughout the past years.

A motion was made by Kraimer and seconded by Carpentier to recommend approval of a lease agreement between the City of Lonsdale and the Lonsdale Lions for the Jaycee Park Concession Stand. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

b. Consider Approval of a Budget Recommendation in the Amount of \$4,200.00 for the 2010 Montgomery-Lonsdale Community Education Summer Recreation Program

Baker provided the Board with two spreadsheets created by Community Education Director Kathy Peterson, showing the 2009 proposed budget and past attendance statistics for Lonsdale mailing addresses. He also provided the Board with the 2009 Summer Recreation catalog and registration fees. Baker mentioned that the Council is currently going through the 2010 budget process, and they would like a budget recommendation for the 2010 Summer Recreation Program. He said the maximum amount that can be budgeted is \$4,200. He reminded the Board that \$8,400 was budgeted for in 2009. He also reminded the Board that they need to think about current projects, unfunded proposed projects, and other requests that may come before them from the public. The Board went back-and-forth discussing the issue. Kodada stated that he believes the program should be self-supporting. Ziskovsky stated that more detail is needed in the attendance report. Morgan stated that most of the Board had an issue with the raise given to the CE Director for the 2009 budget. She also mentioned that she wasn't in favor of cutting anymore than the set \$4,200. Kraimer stated that the Summer Recreation Program provides other opportunities for kids that wouldn't be available without the program. Carpentier said that she was concerned about the Park budget balance and finding enough funding for future requests and projects. After more discussion, the Board agreed to budget \$4,200.

A motion was made by Carpentier and seconded by Morgan to recommend approval of a budget recommendation in the amount of \$4,200.00 for the 2010 Montgomery-Lonsdale Community Education Summer Recreation Program. Vote for: Morgan, Ziskovsky, Kodada, and Carpentier; Against: None. Abstained: Kraimer. Vote 4-1. Motion carried.

c. Consider Approval of the 2010 Tree City USA Application

Baker provided the Board with the completed Tree City USA application including Ordinance 2009-230, Trees Ordinance, Standard 3 Worksheet, Resolution 2009-10, Arbor Day Proclamation, and other Arbor Day 2009 documents. He mentioned that the Council adopted Ordinance 2009-230 at their July 30th meeting, and thereby fulfilling two of the Tree City USA requirements. He reminded the Board that the City worked with the DNR and M-L Elementary School earlier in the year to host and celebrate an Arbor Day event. Baker also summarized the Standard 3 Worksheet to satisfy the \$2/capita standard. He said that the City will submit the application to Don Mueller, DNR Forestry Department, in December 2009. He said that once the DNR makes a recommendation, on behalf of the City, to the National Arbor Day Foundation ,

the City will be recognized as a Tree City USA around mid-April 2010. He mentioned that the City could expect to be awarded a flag, a walnut plague, and 2 highway signs.

A motion was made by Kraimer and seconded by Ziskovsky to recommend approval of the 2010 Tree City USA Application. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

8. MISCELLANEOUS

Carpentier stated that she had recently been weeding the tree nursery and was in need a few zip ties. She also asked if some more mulch could be brought in. Carpentier mentioned that burlap bags will be needed for the winter months.

Heller mentioned that he is in the process of organizing volunteers to help fill in and level out both of the Jaycee Park ball fields. He said that he has already lined up a few local excavators to help with creating a grading plan, hauling, and leveling. He said that he hopes to start the project during the first week of October and get grass growing soon after so that it is established before next year's ball season.

9. ADJOURNMENT

A motion was made by Carpentier and seconded by Kraimer to adjourn the meeting. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried. The meeting ended at 7:27 pm.

Respectfully Submitted:

Benjamin Baker, City Planner