

**MINUTES  
CITY OF LONSDALE  
PARK AND RECREATION ADVISORY BOARD  
January 13, 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 6:02 pm in the Council Chambers at 415 Central Street West.

Kodada welcomed Jeanette Morgan as the newest member to the Park Board. Morgan introduced herself to the Board, Morgan stated that she has lived in Lonsdale for eleven years. She mentioned that she just wants to give back to her community. She also said that she has been a member of the Lonsdale Jaycees for three years and was the Jaycee's President last year.

**2. AGENDA**

Kodada asked if there were any additions or deletions to the agenda. Kraimer suggested adding nature center signage to the agenda.

A motion was made by Carpentier and seconded by Kraimer to approve the agenda with the noted addition. 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 December 9, 2008 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. Tree City USA Update

Baker said that the City Council approved a motion guiding the Park Board to pursue the status of “Tree City USA” for 2010. He reminded the Board of the four standards established by the Arbor Day Foundation and the National Association of State Foresters to qualify for Tree City status: 1) A Tree Board, 2) a Tree Care Ordinance, 3) A community forestry program with an annual budget of at least \$2 per capita, and 4) An Arbor Day observance and proclamation. He said that once the requirements are implemented, then the City can apply for Tree City status, which would probably be sometime around November 2009. He mentioned that according to the Arbor Day Foundation, the Park Board can act as the “Tree Board and a percentage of the Public Works employee’s salary can be counted toward the \$2/capita. He said that if approved, the City would receive two “Tree City USA” signs to go along Hwy 19. Baker mentioned that the Board will need to work on creating a Tree Care Ordinance over the next few months. Carpentier provided a copy of the Minnesota State Shade Tree Advisory Committee Preservation Ordinance for City staff to review.

Baker said that he has been in contact with Dave Dooley, M-L East Elementary School Principal, regarding the possibility of hosting a joint City-School District Arbor Day ceremony at the East Elementary Nature Center. He mentioned that the school is interested in the idea and that they would like to meet with the City sometime in February to further discuss the event.

b. Jaycee Park Warming House Update

Baker provided a status update on the on-going Jaycee Park Warming House Project. He mentioned that the only items left to be complete were the concrete floor, heating, benches, and floor mats. Kodada said that J & L Concrete was scheduled to pour the floor but the temperatures may be too cold. Kraimer asked about the possibility of in-floor heat. Kodada mentioned that in-floor heat was very expensive. He said that the warming house will have a forced air heating system, but it has not been installed yet. He said that the heater would be located in the western side of the pump house building to avoid getting vandalized. Heller stated that Public Works recently finished the insulation and sheetrock work. Morgan stated that a lot of kids have been using the ice rinks. Kraimer asked if there were still ground spots on the eastern ice sheet. Heller said that the second rink was flooded to about 98% flooded.

c. Discuss Sticha Park Off-Leash Dog Park Site Plan & Cost Estimates

Baker said that of the meeting on December 9<sup>th</sup>, the Park Board hosted a public hearing to gauge interest in a local dog park. He said that all of the residents who attended the hearing stated that they were in favor of a Lonsdale dog park. He said that they suggested constructing a simple park to begin with similar to the Dundas Dog Park. He said that that they also recommended that the park be at least one acre in size and have a double-gated entrance/holding area, pet waste station, and trash receptacle. Baker said that he created a one acre dog park site plan for the Board to review, and he also provided cost estimates based on a one

acre park. He mentioned that fencing could range from \$2,500 - \$3,500 and a pet waste station / receptacle could range from \$50 - \$500. Baker asked the Board to provide direction and comments regarding a local dog park.

Kodada said that local dog owners would definitely utilize an off-leash dog park. Ziskovsky said that the majority of dog park supporters who showed up to the previous meeting said that they would be happy with lower cost fencing compared to chain-link. The Board agreed to start the project with just fencing and a pet waste station. They also agreed on a proposed location for the dog park near the southeast corner of Sticha Park, between Health Creek and Willow Creek Drive SE. Members of the Board questioned how users of the park would access the facility due to the steep drop off and asked where people would park their vehicles. Kodada mentioned that the City skid loader could grade an acceptable ADA trail access and that park users could park their cars on either side of Willow Creek Drive. Carpentier said that the City should erect a sign near the entrance of the park stating the rules and who's liable for mishaps.

A motion was made by Ziskovsky and seconded by Morgan to pursue locating an off-leash dog park at Sticha Park. Vote for: Morgan, Ziskovsky, Kodada, and Kraimer; Against: Carpentier. Vote 4-1. Motion carried.

- d. Discuss Garfield Avenue Business Park Site Plan and Parkland Dedication  
Baker said that he was scheduled to meet with the developer and engineer of the new business park to review a new site plan sketch earlier in the day, but the developer said that they still needed more time to work on the grading plan. Baker did provide the Board with a master plan concept of Willow Creek Heights to show the exact location of a proposed trail running from Kalina Park to the Garfield Avenue Park. Kodada explained that the City has been trying to keep the Park Board in-the-loop in terms of concept plan review and parkland dedication comments before the actual concept plan is finalized.

## **7. NEW BUSINESS**

- a. 2008 Park & Recreation Advisory Board Annual Report  
Baker said that the Park and Recreation Board is responsible for creating an annual report. Baker read through the 2008 Annual Report which listed park and recreation related items and projects that were discussed, planned, on-going, and implemented in 2008.
- b. 2009 Park & Recreation Advisory Board Officer Elections  
Baker provided the Board with City Code Chapter 30.01 and a list of the current Park and Recreation roster showing the members, terms, and officers. Baker said that the Board needs to annually elect a chairperson and vice chairperson from its appointed members. He mentioned that the Board can also create other offices as necessary.

A motion was made by Carpentier and seconded by Kraimer to approve Kevin Kodada as Park & Recreation Advisory Board Chairperson. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

A motion was made by Carpentier and seconded by Ziskovsky to approve Chris Kraimer as Park & Recreation Advisory Board Vice Chairperson. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

A motion was made by Kodada and seconded by Kraimer to approve Laura Carpentier as the Park & Recreation Advisory Board - Director of Horticulture & Landscape Design. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

A motion was made by Kraimer and seconded by Morgan to approve Micki Ziskovsky as the Park & Recreation Advisory Board - Arbor Day Event Planner. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

c. 2009 Project Priorities and Improvement Plan (Goals for 2009)

Baker provided the Board with a list of on-going and proposed projects along with associated cost estimates. He said that paving and guardrail work on the CSAH # 33 Trail Project will be completed this summer, and he also mentioned that the Jaycee Park Warming House Project needs flooring and heating. Baker presented six proposed projects for 2009 including: the Hwy 19 Welcome Signs, the Hwy 19 Sidewalk Project, landscaping and tree plantings, Sticha Park Off-Leash Dog Park Project, and two Sticha Park sand volleyball courts. He said that L A Kodada & Sons Masonry would be installing the Kasota Stone entrance monuments for \$18,000. He explained that a \$77,000 sidewalk is planned to run from 3<sup>rd</sup> Avenue West to 3<sup>rd</sup> Avenue East along the south side of Hwy 19. He mentioned that sidewalk, drainage, curb, and apron work were improvements planned to be completed before MnDOT performs mill and overlay work on Hwy 19 in 2010.

The Board discussed planting 24 large park trees in the Spring of 2009, looking into the possibility of establishing a 500 tree nursery at Kalina Park, and replacing the Cottonwood trees at Trena Memorial Park with 8 large trees in the Fall of 2009. They planned to spend approximately \$8,000 on trees in 2009. Carpentier asked if the landscaping money and tree money could be combined into one project fund. After reviewing the Sticha Park Off-Leash Dog Park concept plan earlier in the meeting, the Board determined not to spend more than \$4,000 on constructing a dog park. The Board also talked about constructing two sand volleyball courts at Sticha Park once the current compost site is moved. Baker said that the volleyball project could cost anywhere from \$6,000 - \$15,000. He

also stated that the compost site would not move to the proposed 2 acre business park land until the site was properly platted and graded.

d. Discuss Citywide Tree Planting Plan

Baker provided the Board with a quote from Knecht's Nurseries & Landscaping for 24 different species of deciduous trees. The quote showed a price for cash and carry totaling \$3,929.85 and an installed price totaling \$5,445.00. The Board also reviewed aerial photos of Jaycee Park, Trena Memorial Park, East Nature Center, and Singing Hills Park for possible locations for large park trees. Ziskovsky mentioned that the Jaycee Park play equipment and benches do not get much shade. The Board decided to place 5 new shade trees around the play equipment at Jaycee Park and 1 tree near the new shelter at Field # 2. They decided to plant 2 trees near the new nature center observation deck and 3 others elsewhere on the premise. They discussed locating 6 shade trees and 4 other trees around the new play equipment at Trena Memorial Park. Carpentier recommended planting 3 coniferous trees around the Singing Hills Park sign. Carpentier said that she would create a new planting plan for each park based on the comments received.

e. Discuss Rice County Soil & Water Conservation District 2009 Tree Order Form

Baker provided the Board with Rice County Soil and Water Conservation District's 2009 Tree & Shrub Order Form. Plants on the list were priced at \$30 per 25 trees. They also listed tree supplies such as 3' tubes and tree mats. The Board discussed the possibility of ordering 500 trees and creating a tree nursery at Kalina Park. Baker said that the DNR may also have small trees available for a reduced price. Baker mentioned that the Public Works Department would need to agree with the nursery project first because they would be responsible for taking care of the trees. The Board discussed the idea of a community plant day, where local residents and youth organizations such as 4-H may volunteer their time and labor for a day to help plant 500 trees. Baker said that he would research the tree nursery idea further and report back to the Board with more information.

f. Discuss Erecting Two (2) "No Motorized/Unauthorized Vehicles" signs at East Nature Center in the Not-to-Exceed Amount of \$50

Kraimer stated that a motorized vehicle disturbance was reported in or near the East Nature Center area. She said that apparently a snowmobile was traveling through the nature center, and she suggested ordering 2 signs disallowing motorized or unauthorized vehicles at the nature center.

A motion was made by Carpentier and seconded by Kraimer to approve the purchase of two (2) "No Motorized/Unauthorized Vehicle" signs to be located near the trail by East Nature Center. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried.

## 8. MISCELLANEOUS

Baker mentioned that a local resident has been working with the Minnesota Department of Natural Resources to prepare a plan for the City's wetland area behind Lonsdale Ct. NW. He also mentioned that Kathy Peterson, from Montgomery-Lonsdale Community Education, will be discussing the summer recreation program at the February meeting. The Board suggested that City staff obtain a breakdown list showing the summer recreation activities and associated costs. Kodada mentioned that girl's softball may not be headed up by the Summer Recreation Program this year.

**9. ADJOURNMENT**

A motion was made by Carpentier and seconded by Ziskovsky to adjourn the meeting. Vote for: Morgan, Ziskovsky, Kodada, Kraimer, and Carpentier; Against: None. Vote 5-0. Motion carried. The meeting ended at 8:16 pm.

Respectfully Submitted:

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Benjamin Baker, City Planner