

**MINUTES
CITY OF LONSDALE
PARKS AND RECREATION ADVISORY BOARD
JANUARY 13, 2015**

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Narum

STAFF PRESENT:

City Planner Benjamin Baker

1. CALL TO ORDER

Chair Kodada called the meeting to order at 6:00 pm in the 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: Ziskovsky, Kodada, and Carpentier; Against: None. Vote 3-0. Motion carried.

3. MINUTES

A motion was made by Ziskovsky and seconded by Carpentier to approve the Minutes from the November 18, 2014 Regular Meeting. Vote for: Ziskovsky, Kodada, and Carpentier; Against: None. Vote 3-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARING

None

6. GENERAL BUSINESS

- a. Nominate and Appoint the 2015 Parks & Recreation Commission Officers
Baker provided the Board with the current roster of officer positions held by each member. Carpentier suggested that things remain the same as in previous years except to add "Water Recreation" to Narum's focus. The Board members also wondered if Utecht or someone else from their group should explore the possibility of hosting another Fall event similar to the Kalina Park-Rezac Nature Preserve Hayride Event in 2014.

A motion was made by Carpentier and seconded by Ziskovsky to approve the 2015 Parks & Recreation Commission Officers as follows:

- Kevin Kodada, *Chairperson*
 - Council Representative

- Jeanette Utecht, *Vice Chairperson*

- Laura Carpentier
 - Director of Horticulture/Landscape Design
 - Veterans Memorial Task Force Member

- Mary (Micki) Ziskovsky
 - Arbor Day Event Planner
 - Veterans Memorial Task Force Member

- Shelly Narum
 - Community Center & Water Recreation Planner

- Benjamin Baker, *Secretary*

Vote for: Ziskovsky, Kodada, and Carpentier; Against: None. Vote 3-0. Motion carried.

Baker provided Adam Larson and Ziskovsky with a detailed Arbor Day planning and to-do checklist.

b. Update on the Linking Lonsdale Project

Baker reminded the Board that the Linking Lonsdale Project was first bid out back in the Summer of 2014, and that only one bid was received and ultimately rejected because it was too high. He note that the Council decided to rebid the project and that bids were due on January 29th. Baker stated that the project needs to be finished by the end of June otherwise the City loses out on a \$89,000.00 DNR Trail Connections Grant.

c. Review 2014 Year-in-Review

Baker went through a comprehensive list of items accomplished, events, presentations, discussion items, and other miscellaneous subjects associated with parks and recreation from 2014. Kodada noted that he would relay a shortened version of the Year-in-Review list to those present at the joint meeting with Tri-City United School District, the City of Montgomery, and the City of LeCenter.

Utecht arrives to the meeting.

- d. Review Accomplishments made by the Lonsdale Elementary Green Team
Adam Larson, Lonsdale Elementary School Teacher and Green Team Leader, provided a recap of improvements that the Green Team completed in 2014, including the new rain garden and butterfly garden. He thanked the City for contributing \$2,000.00 towards those projects, and he asked if the Park Board and City Council would consider sponsoring more projects in 2015. He said that \$16,235 was raised last year. He mentioned that the Elementary School Green Team would like to complete/implement/construct the following items over the next few years: 1) WeatherBug - \$7,480, 2) Climbing Wall - \$7,125, 3) Recycling Program, 4) Snow Shoes - \$1,820, 5) Kiln - \$2,625 (at-cost). He said that the Green Team will be raising funds throughout the Spring of 2015 through various events. Larson said that over the past seven years, there has been a great partnership between the City and School District working together to improve the school grounds and with the annual Arbor Day event. Baker mentioned that the Rain Garden Project made it as an Article in the December 2014 Minnesota Board of Soil & Water Resources Snapshots Publication. The Board members reviewed the provided handout on WeatherBug. Baker stated that the City had budgeted \$4,000.00 in 2014 to help the School erect a nice-looking sign along Co. Rd. 4, as it is a significant gateway to the City from the south. Larson said that Lonsdale Elementary School will be erecting a sign in the middle of the butterfly garden. The Park Board members suggested that the Lonsdale Elementary students schedule a tour of the newly renovated 3-R Landmark School building soon. Larson said that he would relay that idea. He also said that he wants to make Lonsdale Elementary School the best school in the area so that kids will be attracted to the school and so that other children will want to attend Lonsdale Elementary and not open-enroll elsewhere.

The Park Board members decided to discuss Larson's funding request at their next meeting.

- e. Review the 2014 Tree City USA Application
The Park Board members reviewed the 2014 Lonsdale Tree City USA application and supporting documents that was submitted in December. The paperwork showed the number of trees planted along with tree related expenses incurred in 2014.
- f. Review Citywide Tree Planting Map (2009-2014)
The Park Board reviewed two City-wide tree planting maps that detailed trees planted between 2009-2014 and showed each tree's location and specified the type of tree. They also reviewed a zoomed-in view of the Idaho Street Tree Nursery.

- g. Review Rice Soil & Water Conservation District - 2015 Tree Order Form
The Board reviewed the 2015 Rice Soil & Water Conservation District Tree Order Form. Baker asked the Board if they wanted to plant any new trees in the tree nursery. Carpentier stated that the City shouldn't plant anymore small trees in the tree nursery until the Public Works Department makes it a priority to care for and maintain the site better. She said that planting any new trees would just be a waste of money/time. She suggested that the City needs to dedicate someone on the Public Works staff to focus specifically on parks, trees, and plantings. The Board decided to discuss the agenda item further at the next meeting.
- h. Review the 2014 Safe-Routes-to-School Infrastructure Grant Application
The Park Board reviewed the recently submitted Safe-Routes-to-School Infrastructure (SRTS) Grant application. Baker provided a detailed overview of the planning document's strategies and recommendations for Lonsdale. He explained the differences between the two main funding options for the proposed improvements, including: 1) Federal Transportation Alternative Projects (TAP) grant funding and 2) State of Minnesota – SRTS Infrastructure grant funding. Baker said that it is going to take a joint effort with the local school to buck the current trend of children not walking or biking to school. He said that the benefits are worth the time and effort to promote active, healthy, and safe kids. Utecht said that she is definitely in favor of kids walking to school as long as crossing guards are located at the Co. Rd. 4 intersection.
- i. Review the Site Plan for the 2015 Veterans Memorial Project
The Park Board members looked at the latest site plan layout for the Veterans Memorial Project. The Board members provided comments on how the benches should be oriented, where the flags should be located, and where the sweat-trowelled concrete should begin. Baker said that he would forward their comments to the Veterans Memorial Task Force.

Ziskovsky leaves the meeting to another commitment.

- j. Review and Discuss Constructing a Fishing Pier at the Rezac Nature Preserve
Baker provided the Park Board with a pond depth map of the 9-Acre Pond located in the Rezac Nature Preserve. The map also showed a potential location for a floating fishing pier. The Board briefly reviewed specs from MinnCor Industries, the same company that typically constructs sturdy DNR and public use docks. Baker noted that the Board will be focusing on the project throughout the Spring-Summer months.

- k. Review the 2015 Lonsdale Parks & Recreation Budget and 5-Year CIP
The Board reviewed the updated 2015 Parks & Recreation Budget and 5-Year Capital Improvement Plan. Baker said that the Linking Lonsdale Project, Veterans Memorial Project, and Fishing Pier and Boardwalk Project will be the main three parks/trails related items for 2015. He stated that other near-term projects may include soccer nets, landscaping, tree plantings, archery range improvements, a dog park, and fitness equipment at Kalina Park. Utecht stated that a dog park would be a great amenity for people and dogs in/around Lonsdale, and she suggested that the City could save money by reusing slightly-used fencing from a construction site or ballfield.

7. MISCELLANEOUS

None

8. ADJOURNMENT

A motion was made by Carpentier and seconded by Utecht to adjourn the meeting. Vote for: Utecht, Kodada, and Carpentier; Against: None. Vote 3-0. Motion carried. The meeting ended at 7:43 pm.

Respectfully Submitted:

Benjamin Baker, City Planner