

**MINUTES
CITY OF LONSDALE
PARKS AND RECREATION ADVISORY BOARD
JANUARY 21, 2014**

MEMBERS PRESENT:

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

MEMBERS ABSENT:

None

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

3. MINUTES

A motion was made by Carpentier and seconded by Narum to approve the Minutes from the November 12, 2013 Meeting. Vote for: Utecht, Ziskovsky, Kodada, Carpenetier, and Narum; Against: None. Vote 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARING

None

6. GENERAL BUSINESS

a. Nominate and Appoint the 2014 Parks & Recreation Commission Officers

Baker explained that each year the Commission needs to elect a chairperson from among its appointed members for a term of one year. He also mentioned that the Commission may create and fill other offices as needed. The Park Board members reviewed City Code Section 30.01, Park & Recreation Advisory Commission. The Commission agreed to keep the same officer roster as the previous year, with only one exception: add "Indoor & Water Recreation Planner" to Shelly Narum's title.

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

- Kevin Kodada, Chairperson (Council Representative)
- Jeanette Utecht, Vice Chairperson
- Laura Carpentier, Director of Horticulture & Landscape Design
- Mary (Micki) Ziskovsky, Arbor Day Event Planner
- Shelly Narum, Indoor and Water Recreation Planner
- Benjamin Baker, Secretary

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

b. Establishment of a Veterans Memorial Task Force

Mayor Tim Rud, along with American Legion Members John Duban, Harold Vosejka, and Ben Sticha, and American Legion Auxiliary Member Evelyn Duban were all present to take part in the establishment of a Veterans Memorial Task Force. Mayor Rud stated that American Legion Commander Daryl Rieck and himself first discussed the idea of a Veterans Memorial for Lonsdale back in September 2013. He encouraged the Park Board and American Legion members to work together to create a beautiful Veterans memorial/park somewhere in Lonsdale. Baker laid out a map of the City which highlighted a few select areas having the most potential of hosting the new veterans memorial. Everyone gathered around the map and provided comments on the potential locations for the memorial. After much discussion, two main locations were selected as the top potential spots for the memorial: 1) 133 Main Street North (privately owned), and 2) 395 Baldwin Street East (City owned). The group also reviewed example pictures from Hamburg, MN and Shieldsville, MN.

The Park Board members nominated Ziskovsky and Carpentier as Park Board representatives to the Task Force.

A motion was made by Carpentier and seconded by Ziskovsky to establish a Veterans Memorial Task Force group made up of the following people: Daryl Rieck, Harold Vosejka, Ben Sticha, John Duban, Evelyn Duban, Micki Ziskovsky, and Laura Carpentier. Vote for: Utecht, Ziskovsky, Kodada, Carpenetier, and Narum; Against: None. Vote 5-0. Motion carried.

The new Task Force decided to hold their first meeting at 1:00 pm on February 12, 2014 at the American Legion.

- c. Update on Ice Resurfacers Donation from CTM Services (Chris Michael)
Baker stated that back in December Chris Michael donated an Olympia ST-95 Ice Resurfacers to the City of Lonsdale to help make the ice smoother at the Jaycee Park Ice Rink. The Park Board looked at pictures of the ice resurfacers and staff training that took place on December 12th. Baker mentioned that Shelly Narum and the local hockey association initially relayed the need for smoother ice at the ice rink, asking the City if anything could be done. Utecht stated she noticed that more people were now using the rink. Kodada said that the City should add a decal on the ice resurfacers to thank Chris Michael stating/snowing “donated by CTM Services (logo)”.

- d. Update on Tri City United Safe Routes to School Initiative
Baker stated that Region Nine is planning to have the next Safe-Routes-to-Schools Initiative Project meeting in February. He said that the group will review the community assessments and work on draft strategies and action steps. Narum and Utecht stated that they would be interested in attending the next meeting.

- e. Update on the Linking Lonsdale DNR Trails Grant and the Heath Creek Boardwalk Trail
Baker provided the Board with a brief update on the \$81,000 DNR grant for the Linking Lonsdale Project. He said that the City Engineer, WSB & Associates, were in the process of providing wetland information as requested by the Department of Natural Resources.

- f. Review the Park & Recreation Related Accomplishments from 2013 (and Future Plans)
Baker provided the Park Board with a detailed sheet that listed all the parks and trails related accomplishments from 2013. Kodada stated that he provided a parks update to the group that attended the annual Tri-City United Joint Meeting.

- g. Review the Lonsdale Parks & Recreation 5-Year Capital Improvement Plan
The Board reviewed the updated improvement project list showing the 20-plus proposed/funded project and the other 40-plus unfunded projects. Baker went through and provided a brief overview for each of the projects. The Park Board agreed with the priority list, except they decided to rearrange the Kalina Park project priorities. The Board stated that the City should wait until more homes are constructed in that neighborhood before paving the parking lot at Kalina Park. They also said that the Jaycee Park parking lot should be paved before Kalina Park. The Board agreed that the Kalina Park playground area and trail entrance should be paved and possibly include a curb border around the woodchips. They also thought that a wooden boardwalk should be installed across the wetland area to better connect the east-side play area to the western side of the park.

h. Review the 2014 Rice SWCD Tree Order Form and the 2013 Rice SWCD Tree Plantings

Baker provided the Board with the 2014 Rice SWCD Tree Order Form in case they wanted to order trees for the Idaho Street tree nursery again. The Board reviewed pictures of the tree nursery site that were taken during the 2013 planting and spruce up work day. The Board said that they would make a decision at their February meeting. Rud suggested using a drip irrigation systems to water the trees. Carpentier recommended using water gators to slowly water newer trees during the dry months. She liked the idea of planting trees around the Wastewater Treatment Plant. Utecht mentioned that snowmobiles may be driving through the tree nursery area.

i. Review the Citywide Tree Planting Map (2009-2013) and the 2013 Tree City USA App

The Park Board reviewed the updated citywide tree planning map and 2013 Tree City USA application, which included tree related statistics and Arbor Day 2013 remembrances. Carpentier stated that there is a misplaced tree that needs to be moved at the east-side welcome sign landscaping area.

j. Benches for the Kalina Park Playground Area

[This topic was discussed earlier in the meeting as part of the Capital Improvement Projects/Priorities discussion.]

Kodada asked City staff to bring updated maps of Kalina Park to the February meeting, so that the Park Board can more accurately detail a potential project scope. Baker mentioned that the Richard Kalina Family did donate two benches for around the new playground area.

k. Site Furniture for the Downtown Plaza

Baker asked the Board if they wanted to check out the Downtown Plaza site in either March or April to see if the proposed benches and tables will fit nicely within the constructed plaza site. The Board agreed that it was a good idea to take measurements and physically see if the site design works within the landscape walls. Kodada suggested adding a trellis along the Lonsdale Oil building to hide the unsightly wall. Carpentier recommended painting the wall.

7. MISCELLANEOUS

- Mayor Rud and Narum discussed the possibility of an indoor community center. Rud told Naurm that if her community center advocacy group gets enough support, that the City would run a referendum.
- Carpeniter stated that she has some extra day lilies that should could plant around the welcome signs. Kodada thanked Carpentier for volunteering her horticulture skills to make Lonsdale look great.

8. ADJOURNMENT

A motion was made by Utecht and seconded by Ziskovsky to adjourn the meeting.
Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote
5-0. Motion carried. The meeting ended at 7:57 pm.

Respectfully Submitted:

Benjamin Baker, City Planner