

**MINUTES
CITY OF LONSDALE
PARK AND RECREATION ADVISORY BOARD
FEBRUARY 12, 2013**

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Shelly Narum

STAFF PRESENT:

City Planner Benjamin Baker and City Administrator Erickson

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

A motion was made by Utecht and seconded by Ziskovsky to approve the agenda as presented. Vote for: Utecht, Ziskovsky, Kodada, and Carpentier; Against: None. Vote 4-0. Motion carried.

3. MINUTES

A motion was made by Carpentier and seconded by Utecht to approve the minutes from the January 8, 2013 Regular Meeting. Vote for: Utecht, Ziskovsky, Kodada, and Carpentier; Against: None. Vote 4-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARING

None

6. GENERAL BUSINESS

a. Annual Park & Recreation Commission Officer Appointments

The Park Board members reviewed City Code Section 30.01, Park & Recreation Advisory Commission. 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 Commission agreed to keep the same officer roster as the previous year.

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, Water Recreation Planner
- Benjamin Baker, Secretary

Vote for: Utecht, Ziskovsky, Kodada, and Carpentier; Against: None. Vote 4-0. Motion carried.

b. City Updates:

Hwy 19 Crossing (Heath Creek Trail – NE Trail)

Baker stated that he recently received word from MNDOT's Craig Hansen that the Hwy 19 Trail Crossing Limited Use Permit application would soon be approved and sent to the City for review. He mentioned that Randy Stangler, owner of Generation Home Building Center, should have the boardwalk sections finished by the end of March. Baker said that Novak's Garage should complete the legs by mid-March.

Main Street Streetscape Bump-Outs & Downtown Park

City Administrator Erickson provided the Park Board with an update on the proposed Main Street Streetscape Project. He showed the Board a proposed layout plan developed by WSB & Associates based on comments from the EDA. He reviewed the different improvement aspects shown in the plan along with their associated costs. Erickson stated that the EDA has two meetings scheduled on February 11th and the 21st to discuss the proposed plan.

Safe Routes to School Volunteer Committee

Baker noted that the City of Montgomery is in the process of applying for a Safe Routes to School Grant through the Minnesota Department of Transportation. He said that SEH Community Development Specialist Dan Ehrke (representing the City of Montgomery) is looking for a few people from Lonsdale that would be interested in serving on a volunteer committee if the District is awarded the grant.

Ziskovsky, Utecht, and Carpentier stated that they could help on a volunteer committee, if needed.

- c. Consider Approval of an Open-Air Pavilion Design Option for Sticha Park
Baker provided the Commission with an overview of the Sticha Park Pavilion Project. He mentioned that at the previous meeting, the Parks & Recreation Commission reviewed different foundation and soil correction options with help from WSB Structural Engineer Aaron Nelson. He stated that after reviewing all of the information, the Park Board agreed that the city should pursue an open air pavilion structure.

The Board reviewed the details associated with the proposed 36' x 24' open air pavilion. Baker said that the pavilion could hold six to eight larger picnic tables. Kodada suggested that the elevation plan should show a 10 – 12 inch decorative top over the timber columns that would match the decorative widened base. He also suggested raising the 8 ft. ceiling to 9 ft.

A motion was made by Utecht and seconded by Carpentier recommending approval of a 36' x 24' open air pavilion design for Sticha Park and to advertise and solicit bids on the proposed pavilion. Vote for: Utecht, Ziskovsky, Kodada, and Carpentier; Against: None. Vote 4-0. Motion carried.

Kodada suggested obtaining a quote to get water service and a drinking fountain near the pavilion and playground area.

A motion was made by Utecht and seconded by Ziskovsky to recommend authorizing City Staff to advertise and solicit quotes for a waterline and drinking fountain at Sticha Park. Vote for: Utecht, Ziskovsky, Kodada, and Carpentier; Against: None. Vote 4-0. Motion carried.

- d. Consider Approval of a Concrete Border and Sidewalk around the New Play Equipment at Sticha Park
Baker suggested that the Park Board consider adding a concrete curb border and/or sidewalk around the new playground at Sticha Park to hold in the engineered woodchips. He said that permanent concrete borders help delineate where the play area boundaries are. He also mentioned that concrete borders are sturdier and more pleasant to look at compared to plastic or wooden borders. Baker stated that concrete sidewalks along the sides of the play area are a practical way to provide a solid permanent border and a place for patrons to walk and watch the children play. He noted that currently play areas at Jaycee Park, Trena Memorial Park, and Bayster Park all have similar concrete borders surrounding the play areas. For reference, the Board reviewed the site plan layout and pictures of previously installed borders.

A motion was made by Carpentier and seconded by Ziskovsky recommending that the City advertise and solicit quotes for concrete curb and/or sidewalk work at Sticha Park for the 82' x 48' playground border as follows:

- Option 1 – concrete curb only
- Option 2 – 130' - sidewalk on entire north and west / concrete curb - remainder
- Option 3 – 70' - sidewalk on north and west / concrete curb - remainder

Vote for: Utecht, Ziskovsky, Kodada, and Carpentier; Against: None. Vote 4-0. Motion carried.

The Board also reviewed the proposed Sticha Park Site Plan, and they provided the following comments:

- Carpentier and Kodada stated that the playground should be moved toward the northwest to line up with the northern end of the pavilion.
- The Board agreed that more off-street parking should be included with the proposed improvements.
- Ziskovsky and Carpentier stated that a connecting sidewalk between the pavilion and playground should be included in the plans.
- Carpentier suggested that screening slats be put in the compost site chain-link fence to help shelter views from the playground and pavilion area.

A motion was made by Utecht and seconded by Carpentier to approve the Sticha Park Site Plan with the noted changes (as stated above). Vote for: Utecht, Ziskovsky, Kodada, and Carpentier; Against: None. Vote 4-0. Motion carried.

e. Review a Donation Offer from Andy Jirik of Larger Trees for Kalina Park

The Park Board reviewed a proposed tree planting site plan for Kalina Park. Baker presented the Park Board with an offer recently made by Andrew Jirik, 1209 Willow Creek Drive SE. Baker said that Jirik offered the City of Lonsdale to spade in a number of trees from his two properties, located to the east of Lonsdale, to Kalina Park for a discounted price of around \$150.00/tree, to cover labor and fuel costs. Baker noted that Jirik's offer only includes the moving and planting of the trees and does not include any watering, fertilizing, mulching, or staking. Carpentier looked at Jirik's trees on February 8th, and she said that another trip in the spring would be necessary for picking out specific tree species. Jirik had the following trees available on his properties:

Coniferous Trees

- Black Hills Spruce
- Blue Spruce
- Norway Spruce
- White Pine
- Scotch Pine

Deciduous Trees

- Red Oak
- White Oak
- Maples (up to 5)

The Board agreed to start with 32 trees to be planted along the northern bituminous trail, around the playground area, and around the future parking lots. Carpentier noted that smaller caliper-sized trees survive better during a transplant than larger trees.

A motion was made by Ziskovsky and seconded by Utecht to obtain a quote from Andy Jirik for 16 deciduous trees and 16 coniferous trees to be planting in Kalina Park. Vote for: Utecht, Ziskovsky, Kodada, and Carpentier; Against: None. Vote 4-0. Motion carried.

f. Review the 2013 Idaho Street Tree Planting Project

Baker reminded the Board that at the September 11, 2012 Park Board meeting, the Board approved a quote from Trcka Tree Moving & Sales to install 43 trees along Idaho Street SW, similar to the 2011 8th Avenue NW Tree Planting Project. Baker stated that the Board also decided at that meeting that the trees should be planted in Spring 2013. He provided the Park Board with an updated tree planting map for Idaho Street SW based on specific input from Carpentier. The plan showed 34 coniferous trees and 25 deciduous trees, which was 16 more trees shown than the original tree planting map from Fall 2012. Carpeniter stated that she liked the idea of mixing and alternating deciduous and coniferous trees in clumps of odd number along the long stretch of trail/roadway. Ziskovsky suggested adding three pine trees near the corner of Main Street South and Idaho Street. Overall the Park Board agreed with the revised tree planting plan for Idaho Street SW.

A motion was made by Carpentier and seconded by Utecht to obtain an updated quote from Trcka Tree Moving & Sales to reflect the updated tree planning site plan for along Idaho Street SW. Vote for: Utecht, Ziskovsky, Kodada, and Carpentier; Against: None. Vote 4-0. Motion carried.

g. Review and Discuss a Possible Trail Connection Between the Downtown Sidewalks and the Rayann Trail in Trendera Memorial Park

The Park Board reviewed a map of Main Street North near Trendera Memorial Park, noting the dead end trail section of the RayAnn Trail. Kodada and Baker mentioned that a trail connection through the DRS Field parking lot is currently being researched by the City. They said that the trail connection could potentially be tied into the Downtown Streetscape Project and/or the Hwy 19 Trail Crossing Project.

h. Review the Parks & Open Space Plan and Identify Possible Locations for a Larger Community-wide Park

Baker asked the Park Board to identify three potential areas around the outskirts of Lonsdale where a larger community-wide park would best be located in the future once money and/or land becomes available. The Board members agreed to review the provided park search area maps before the next meeting.

7. MISCELLANEOUS

None

8. ADJOURNMENT

A motion was made by Carpentier and seconded by Ziskovsky to adjourn the meeting. Vote for: Utecht, Ziskovsky, Kodada, and Carpentier; Against: None. Vote 4-0. Motion carried. The meeting ended.

Respectfully Submitted:

Benjamin Baker, City Planner