

MINUTES
CITY OF LONSDALE
PARK AND RECREATION ADVISORY BOARD
April 17, 2012

MEMBERS PRESENT:

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

MEMBERS ABSENT:

None

STAFF PRESENT:

City Planner Benjamin Baker and Public Works Director Russ Vlasak

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: Ziskovsky, Utecht, 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 March 13, 2012 regular meeting. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARING

None

6. GENERAL BUSINESS

- a. Consider Approval of the Proposed Jaycee Park Improvements and Priorities (Fall 2012 Jaycee Park Field & Grounds Improvement Project)

Baker presented the Board with a plan labeled “Lonsdale Jaycee Park – 2012 Softball Field Project: Mid August – November 2012” to review. The plan showed/labeled proposed park and field improvements for Jaycee Park as suggested by the City Administrator, City Planner, and Public Works Director. The map also ranked the proposed improvements into a list of priority items and wish list items. Baker and Vlasak detailed each of the items, and the Park Board added comments and suggestions. Although the plan called for the removal of the existing shed, the Park Board agreed to leave it alone for now. Kodada suggested

adding enclosed dugouts, with a cover over the bench and a fence in back. Carpentier suggested covering the bleachers with shade. After further discussion the Park Board agreed to go ahead and get quotes on the proposed improvements items listed on the plan.

A motion was made by Carpentier and seconded by Ziskovsky to approve the proposed Jaycee Park improvements and priorities according to the plan as follows:

Priorities:

- Field # 2 - Drain Tile, Fill-In w/ Black Dirt, and Hydroseed
- Field # 1 - Drain Tile, Fill-In w/ Black Dirt, and Hydroseed
- Field # 1 - Raise Outfield Fence (Safety)
- Field # 2 - Asphalt Backstop Bleacher Area
- Field # 1 - Asphalt Backstop Bleacher Area, Curb for Dugouts, and Raise Storm Sewer Cover
- Southern Park Entrance - Fill-In w/ Black Dirt and Hydroseed
- Field # 2 – Drinking Fountain

Other:

- Field # 1 & # 2 – Fence Cap (Safety)
- Field # 1 & # 2 – Batter’s Box Mat
- Field # 1 & # 2 – Dugout Roofing and Back Fencing
- Field # 1 & # 2 – Bleacher Shade Covers

Directing City Staff to obtain quotes for said items (above). Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

b. Update on Trenda Memorial Park Fencing Project (DRS Field Fence and Rayann Field Fence)

The Park Board reviewed pictures of the recently installed fences on the north-side of the DRS Field and along the baselines of Rayann Field. They all agreed that the new fencing looks good. Baker explained that the Public Works Department will be taking down three existing fence panels to allow for more room along the snowmobile trail that runs east-west through the park. There was also brief discussion about locking the DRS Field fence.

c. Update on the Sticha Park Shelter Project

Baker provided the Park Board with an updated building plan and elevation sketch of a 30’ x 50’ park shelter proposed for Sticha Park. The Board members also reviewed an associated site plan, aerial photo layout, and previous building plan sketches. Baker went through the newly revised building plan detailing the changes suggested by the Park Board Members and City Staff. Vlasak talked about the need for off-street parking. Narum suggested leaving the covered picnic area as open-as-possible.

Ziskovsky asked about the funding sources for the park shelter building. Baker updated the Board on City Staff's initial discussion with the Sticha Family concerning a possible donation towards the project in honor of their parents, Frank & Adeline Sticha. He mentioned that the Sticha Family was looking at donating skilled labor for the installation of a metal roof and electrical work, along with a yet-to-be determined financial contribution as well.

A motion was made by Utecht and seconded by Ziskovsky directing City Staff to proceed with finalizing plans and obtaining cost estimates for a 30' x 50' park shelter at Sticha Park, having a metal hip roof, and including men's/women's restrooms, a future concession stand, and a covered picnic area. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

- d. Update on the Upcoming Arbor Day Event – April 27, 2012
Baker provided the Board with a DNR handout titled “a Homeowner’s Guide to Creating a Healthy Yard” to review. He also provided pictures and an update on the seedling trees planted during previous Arbor Day events. He invited everyone to attend Lonsdale’s Arbor Day Event at the Montgomery-Lonsdale Elementary School on April 27th at 1:00 pm. He mentioned that each of the elementary students will be able to both plant a tree on the school grounds and take a tree home to plant.
- e. Update on Tree Pruning Project and Welcome Sign Landscaping – Laura Carpentier
Carpentier mentioned that Gopher Service Co. recently completed light pruning service to various trees within Lonsdale parks. She also asked the Board members for their thoughts on flower arrangements for the annual flower beds located in front of the City Welcome Signs. All the Park Board members agreed that the red and white petunias that were planted last year looked great, and they recommended going with that same concept again for 2012.
- f. Update on the Status of the WELCO Hill Retaining Wall, Heath Creek Trail, and the North-South Trail Connection, and Provide Suggestions on Steep Slope Planting for Portions of the WELCO Hill
Baker updated the Members on the status of the WELCO retaining wall and the proposed Heath Creek boardwalk trail / north-south connection. The Board members reviewed a nuisance violation letter and associated pictures concerning the retaining wall which was sent by the City Administrator to the associated property owners on April 10, 2012. In regards to the failing retaining wall, the Park Board members discussed a few different ideas, including the complete removal of the retaining wall, which could leave room for trees or shrubs to stabilize the steep eastern slope of the WELCO Hill. The Board discussed a few slope-favorable planting species, including Green, Yellow, and Red Sumac, that would look aesthetically pleasing and work to prevent soil erosion. The Board

also reviewed cost estimates, prepared by the City Engineer, for the three proposed trail segments that would eventually connect the Heath Creek Trail to the Northeast Trail.

g. Consider Approval of the Final Landscape Plan Submitted by MnDOT Landscape Architect Todd Carroll (dated 3/30/12) for the 2012 Lonsdale-MnDOT Roadside Landscape Partnership Project

Baker presented the Park Board with the final landscape plan and contract agreement to review for the Lonsdale-MnDOT Roadside Landscaping Partnership. He said that the agreement is essentially a grant worth approximately \$15,000 worth of various trees and shrubs. He stated that the final plan calls for 42 trees and 257 other plantings along with about 70 cubic yards of compost and mulch. He mentioned that he would create a bid sheet based on the final landscape plan and send it out to a few different landscape and nursery companies to get costs on the project materials. He said that the bid sheet would also include two alternate bids for larger trees and installation of trees. After reviewing and discussing the proposed landscape plan and contract agreement, the Park Board members all agreed to move forward with the project.

A motion was made by Carpentier and seconded by Utecht recommending approval of the Final Landscape Plan Submitted by MnDOT Landscape Architect Todd Carroll (dated 3/30/12) for the 2012 Lonsdale-MnDOT Roadside Landscape Partnership Project. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

Baker noted that he was recently contact by the local Cub Scouts Pack # 327 looking to help the City with a community project this summer.

h. Discuss Proposed Locations for City Park Benches and City Trail Benches as a Continuation of the Lonsdale Adopt-a-Bench Program (Discuss Ordering New Park and Trail Benches) and Consider Approval of a Park Board Sponsored Adopt-a-Bench and Name Plate Statement

The Board continued their discussion concerning ordering and locating more park and trail benches. They reviewed a current Adopt-a-Bench map, an aerial photo of Bench # 9, photos of the WELCO Hill portion of the Heath Creek Trail, and trail bench quotes from Summit Supply Corporation. The Park Board agreed to add another trail bench along the Heath Creek Trail between Bench # 12 and # 13 for Rosemary Sevcik. Baker noted that Tim & Debbie Rud recently adopted Trail Bench # 8, and he said that there were now only two original Adopt-a-Benches remaining. The Board also agreed to sponsor their own Adopt-a-Bench, and discussed and agreed on what their nameplate statement should say. Utecht suggested ordering 5 trail benches and 5 park benches with a backrest. The other members liked that idea, and the directed City staff to get new quotes for 5 trail benches and 5 park benches.

- i. Consider Approval of a Not-to-Exceed Amount Recommended by the Public Works Director for a Portable Sprinkler System (Including a Hose Storage Cart & Reel, Hoses, Sprinklers, and Associated Accessories) to be Utilized for the Idaho Street Tree Nursery, Tree Planting Projects, Ball Field Irrigation, Etc.

The Park Board reviewed multiple portable sprinkler options and prices for use with the Idaho Street Tree Nursery and other landscaping and planting projects. Vlasak did provide the Park Board with a few quotes from Summit Supply to review, but he mentioned that he could probably find some better local prices for the hose and fittings. The Board directed Vlasak to come back to the next meeting with revised quotes.

- j. Discuss Purchasing a City Owned Tree Spade for Tree Planting/Moving Projects
Baker mentioned that the Mayor asked if the Park Board could discuss and think about purchasing tree moving equipment. Vlasak said that a skid loader mounted tree spade could be an option or renting one for about \$300/day. He mentioned that a u-blade skid steer attachment could be an option too, for approximately \$1,250. The Board briefly discussed the topic, but they did not make any decisions.

7. MISCELLANEOUS

None

8. ADJOURNMENT

A motion was made by Utecht and seconded by Carpentier to adjourn the meeting.

Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried. The meeting ended at 7:45 pm.

Respectfully Submitted:

Benjamin Baker, City Planner