

**MINUTES
CITY OF LONSDALE
PARK AND RECREATION ADVISORY BOARD
July 10, 2012**

MEMBERS PRESENT:

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

MEMBERS ABSENT:

None

STAFF PRESENT:

City Planner Benjamin Baker

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 Utecht to approve the minutes from the May 16, 2012 regular meeting. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

4. PUBLIC COMMENT

- a. Request from Rush Wagner, 809 Hill Crest Lane, for Parkland (2013 Land Value: \$15,500) and Play Equipment (\$35,000) at 802 Bluff Heights Drive or at Another Location within the Willow Creek Heights Neighborhood.

Rush Wagner addressed the Park Board from the podium. He asked the Board to consider creating a new park at 802 Bluff Height Drive SE and adding children's play equipment or a basketball court to that property. Wagner said that due to the number of children that live in the Willow Creek Heights development, many of the neighborhood families that he has spoken with, are in support of such a park. He said that a park in that location is ideal, and it could service 40 or more kids in the area. Wagner thanked the Board for listening to his request.

Kodada stated that Wagner's idea was good, but he explained that there could be a few hurdles to get over to develop a new park in the area of 802 Bluff Heights Drive SE: 1) there are no City trails in that vicinity, 2) loss of sewer/water connection fees (\$9,250.00), 3) loss of increased property value that would come with a new home, and 4) Park Board has already committed to developing nearby

parks at Sticha Park and Kalina Park. Utecht mentioned that it would be nice to finish the parks that have already been started. Carpentier agreed. Kodada explained that new walking/hiking trails were recently graded at Kalina Park, which is located within the Willow Creek Heights neighborhood. The Park Board members all agreed that playground equipment was needed somewhere in the Willow Creek Height neighborhood, and Kodada commented that both Sticha Park and Kalina Park are planned to get play structures as funding becomes available.

5. PUBLIC HEARING

None

6. GENERAL BUSINESS

a. Update on the 2012 Hwy 19 Lonsdale-MnDOT Roadside Landscape Partnership Project

The Board looked at pictures of the recently completed Hwy 19 Landscaping & Planting Project. Baker stated that MNDOT's Dan Gullickson recently signed off on the Hwy 19 Roadside Landscaping Partnership Project. He mentioned that the City should be receiving the associated \$15,000 project grant money from MNDOT in July. The Park Board also reviewed group pictures of the different volunteers that helped plant over 250 plantings at the project site. Kodada stated that the project turned out great, and he suggested sending MNDOT a thank you letter or a resolution of appreciation for helping fund the project.

b. Update on the Sticha Park Shelter Project

Baker provided the Park Board with a detailed list of cost estimates for the proposed 30' x 50' park pavilion building at Sticha Park. He estimated that the project would cost anywhere from \$85,000 - \$95,000, depending on the amount of hours that City forces put into the project. The estimates were as follows:

- Plumbing (labor and materials) - \$14,700
- Water/Sewer – Underground Lines - \$5,000
- Electrical (materials only) - \$4,000
(Save \$1,600 on labor from Sticha Family)
- Electrical - Underground Line - \$2,000
- Electrical Pole Transformer - \$4,000
(Xcel Energy may be able to donate some money towards this expense)
- Footings, Foundation, Concrete Block (labor and materials) - \$33,450
- Rafters, Roof, Doors, and All Other Building Materials (materials only) - \$23,000
(Save \$6,000 on labor from Sticha Family)
- General Labor & Construction Observation - \$0 (\$10,000 - \$20,000)
(Save by using City forces & volunteers)
- Finish Grading, Landscaping, Restoration, Plantings, Grass Seed - \$0 (\$5,000 - \$10,000)
(Save by using City forces & volunteers)

TOTAL = \$86,150

Baker stated that he met with 11 members of the Sticha Family at City Hall on June 28, 2012 to discuss the shelter project and finalize contribution amounts. He said that the Sticha Family reviewed and approved the final floor plans and building elevations for the project. Baker said that the Sticha Family indicated that they would be willing to donate the following items towards the proposed project: 1) a \$5,000 monetary donation, 2) approximately \$1,600 worth of labor for the electrical work (Russ Lemke – Lighthouse Electric), and 3) approximately \$6,000 worth of labor for the roofing work (Clint Sticha – Champion Erectors). Six members of the Sticha Family were also in attendance at the Park Board meeting.

Kodada said that the project plans look super, and he mentioned that the pavilion would be an excellent addition to the City. The Board discussed a few possible uses for the pavilion, such as weddings, family reunions, non-profit and community events, along with housing recreational activities. The Board discussed a few details with the members of the Sticha Family, and the Board members agreed to get proposals/bids from contractors to see exactly where the numbers come in at, if general contracting services were provided.

A motion was made by Carpentier and seconded by Narum directing City staff to create a request for proposal and/or a consistent bid sheet for contractors to bid on the proposed Sticha Park Pavilion Project. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

- c. Update on the Fall 2012 Jaycee Park Field & Grounds Improvement Project
Baker stated that Public Works and City Administration Staff met on July 9th to finalize discussions on the 2012 Jaycee Park Improvement Project. Baker provided the Board with the bids that came in for the improvement items, including drain tile work, seeding, paving, fencing, and a drinking fountain. The Board also reviewed a comparison spreadsheet, which listed all the improvement item bids and highlighted each low bid, along with the estimated total project cost. Baker noted that the project should come in at or just below the projected budget of \$35,000 (\$25,000 from the General Fund + \$10,000 Park Fund). After reviewing all the submitted bids, accumulated by the Public Works Department, the Park Board agreed to go with the low bidders on each proposed park improvement.

A motion was made by Utecht and seconded by Ziskovsky to recommend approval of all the low bidders as shown on the comparison spreadsheet for the 2012 Jaycee Park Field & Grounds Improvement Project. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

d. Update on the Downtown Park Committees' Plans & Ideas for 127 Main Street North (Also Known as the Mayor's Sandbox Vacant Lot)

Ziskovsky, Utecht, and Carpentier, all three members of the recently formed Downtown Park Committee, provided a joint update on the proposed plans for a new park at 127 Main Street North, also-known-as the "Mayor's Sandbox (vacant) lot". The Committee members showed the other Board members the initial site plans for Phase I of the proposed park, and they mentioned that the Committee may recommend that the City purchase and develop the adjacent corner lot property, located at 133 Main Street North, as Phase II.

Kodada and Narum thanked the Committee members for the update.

e. Update on the Lions Park Sign

Baker mentioned that City Staff will soon be ordering a double-sided park sign from Brushwork Signs – Faribault for Lions Park as requested by the Lonsdale Lions Club.

f. Consider Approval of the Proposed Locations for Five New City Park Benches and Five New Trail Benches As Shown on the June 2012 Lonsdale Trail Map

Baker noted that the City Council recently approved the Board's suggested order from Summit Supply for 5 park benches, 5 trail benches, and 4 picnic tables. The Park Board reviewed the "June 2012 Lonsdale Trail Map", which showed existing and proposed locations of trail and park benches. Baker went through each proposed bench/picnic table location while the Board members reviewed a zoomed-in aerial photo of each proposed spot. Carpentier suggested locating a portable picnic table at the 8th Avenue Park, along with a trash can, for a short period of time, to see how much a park bench would actually be used in that location. Kodada suggested moving one of the three park benches from Kalina Park to Jaycee Park. He mentioned that each field at Jaycee Park could use a park bench.

As previously discussed at prior meetings, the Board members all agreed to sponsor the new park bench at Sticha Park. The Park Board also approved the June 2012 Lonsdale Trail Map with the noted changes.

g. Consider Approval of the "Future Parks & Trails Improvement Projects & Priorities" Capital Improvement Spreadsheet List (dated 7/6/12)

The Board reviewed an updated spreadsheet for future park/trail improvement projects. Baker mentioned that the City Council held their first 2013 City Budget meeting on July 9th, and he said that the spreadsheet will help the Council make informed decisions when budgeting for upcoming park/trail related improvement projects. Baker went through each improvement project line item listed on the spreadsheet, explaining the proposed project timeframe, scope, and funding source(s).

Utecht stated that it would be nice to get a soccer program organized in town. Based on playground construction numbers built within the past 10 years, Kodada suggested increasing the line item amount for play equipment from \$35,000 to \$50,000 or more for both Kalina Park and Sticha Park.

A motion was made by Carpentier and seconded by Utecht to approve the Future Parks & Trails Improvement Projects & Priorities Capital Improvement Spreadsheet List, dated 7/6/12. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

7. MISCELLANEOUS

Utecht stated that “Growing Up Healthy” (Rice County Organization) is one of the three finalists for a \$100,000.00 grant through the Blue Cross & Blue Shield Foundation’s Connect for Health Challenge.

8. ADJOURNMENT

A motion was made by Carpentier and seconded by Ziskovsky to adjourn the meeting. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried. The meeting ended at 7:23 pm.

Respectfully Submitted:

Benjamin Baker, City Planner