

**MINUTES
CITY OF LONSDALE
PARK AND RECREATION ADVISORY BOARD
AUGUST 21, 2012**

MEMBERS PRESENT:

Micki Ziskovsky, Jeanette Utecht, Kevin Kodada, Laura Carpentier, and 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 Carpentier and seconded by Narum to approve the agenda as presented. Vote for: Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 4-0. Motion carried.

3. MINUTES

A motion was made by Carpentier and seconded by Ziskovsky to approve the minutes from the July 10, 2012 regular meeting. Vote for: Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 4-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARING

None

6. GENERAL BUSINESS

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

Baker provided the Commissioners with a copy of Resolution 2012-35, a resolution of appreciation to MNDOT approved by the City Council and recently sent to MNDOT. He mentioned that Councilmember Kodada recommending approving a “thank you” resolution to show the City’s appreciation to MNDOT for \$23,000.00 in grant money and helping beautify the TH 19 corridor. The Commissioners also reviewed positive response emails from MNDOT’s Dan Gullickson, Nathan Gregor, and Nelrae Succio. Kodada mentioned that it would be great to partner with MNDOT again in the future on a similar type of landscaping project.

Utecht arrives to the meeting.

b. Update on the 2012 Jaycee Park Improvement Project

Baker stated that the City Council approved the low bidders as recommended by the Park & Recreation Commission. Baker provided the Commissioners with an update on the 2012 Jaycee Park Improvement Project. He also asked the Commission to review a revised quote for dugout improvements submitted by Century Fence as suggested by the Public Works Department and Chair Kodada. He stated that the latest dugout plan calls for concrete flooring, higher fencing (greater headroom clearance), a metal roof, and a field access gate. The Commission reviewed two different options: Option 1) no roof - \$10,193.00 and Option 2) metal roof - \$16,085. Baker reminded the Commission that \$4,695.00 was already approved towards dugout upgrades. Carpentier commented that she was in favor of the roof option. The other members agreed.

A motion was made by Carpentier and seconded by Ziskovsky to recommend approval a quote from Century Fence in the amount of \$16,085.00 (an increase of \$11,390.00 from the original quote) for (4) dugout fences and metal roofs at Jaycee Park. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

c. Update on the Downtown Park Committees' Plans & Ideas for 127 Main Street North

Downtown Park Committee members Jeanette Utecht, Micki Ziskovsky, and Lori Carpentier provided a brief update on their last committee meeting. The Commission reviewed the updated park site plan and proposed park furniture and associated prices. Due to the high cost of pavers, the Committee members stated that the site would probably be covered with stamped concrete. Carpentier stated that pavers would look much nicer than concrete. Kodada explained the details of stamped concrete. Utecht said that 2 pub tables would be made of stone products and 2 would be consistent looking metal (from Upbeat Site Furnishings). Ziskovsky stated that the City should purchase higher quality products for the proposed park. There was brief discussion concerning lighting, electrical work, plumbing, and fountains. Vlasak suggested adding extra hose bibs to the site.

d. Update on Recently Ordered and Installed City Park & Trail Benches

Baker noted that Public Works staff recently put together and installed most of the park and trail benches and picnic tables (ordered from Summit Supply). He said that three of the benches have already been adopted: 1) Park & Recreation Commission, 2) Fritz & LeVerne Duban, and 3) Rosemary Sevcik. Baker noted that there was a picnic table was located at the park along 8th Avenue NW as request by the Commission. He also said that resident John Duban recently suggested locating a picnic table at the city-owned open space area along Baldwin Street. The Commissioners reviewed pictures of the new benches and the updated trail map.

e. Sticha Park Pavilion Project:

- *Consider Approval of the Recently Updated Sticha Park Site Plan (dated 8/10/12)*

The Commissioners reviewed and discussed an updated Sticha Park Site Plan showing the current park amenities/conditions along with the proposed location of a 30' x 50' park pavilion, 28 new off-street parking spaces, and underground service lines.

A motion was made by Utecht and seconded by Ziskovsky to recommend approval of the Sticha Park Site Plan dated 8/10/12. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

- *Consider Approval of Bid Documents for the Proposed 2013 Sticha Park Pavilion Project*

The Commissioners reviewed and discussed the prepared bid documents and plans for the proposed 2013 Sticha Park Pavilion Project.

A motion was made by Carpentier and seconded by Narum to approve the proposed bid documents for the 2013 Sticha Park Pavilion Project. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

- *Consider Approval to Advertise/Solicit Bids for the 2013 Sticha Park Pavilion Project*

The Commissioners agreed to advertise for bids on the Sticha Park Pavilion Project in mid-September. Kodada suggested requiring a mandatory pre-bid meeting and a bid period of 30 – 45 days.

A motion was made by Carpentier and seconded by Ziskovsky to advertise/solicit bids for the 2013 Sticha Park Pavilion Project on September 15, 2012 and require a mandatory pre-bid meeting. Vote for: Ziskovsky, Utecht, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

f. Review and Discuss Locations for Children's Play Equipment in the Willow Creek Heights Neighborhood (at Sticha Park, Kalina Park, or Another Nearby Location)

Baker mentioned that at the last budget meeting, the City Council suggested pursuing children's play equipment for somewhere in the Willow Creek Heights neighborhood in 2013. He noted that Kalina Park is located within the Willow Creek Heights neighborhood and Sticha Park is located just northwest of the neighborhood. The Commissioners reviewed site plans for both parks along with play equipment examples and associated prices from Playworld Systems. They also looked at different rock and net climbing options. Ziskovsky mentioned that a net climber would be a nice addition to Lonsdale's parks, and she provided a picture of a net climber example from Jordan, MN. The Commissioners discussed and agreed that a play system for 5 -12 year-olds should be installed next to the new park pavilion at

Sticha Park. They also said that play climbing rocks or net climbers should be located at Kalina Park.

The Commission agreed to further discuss the subject at their next meeting. Baker stated that he would try to schedule a meeting with Midwest Playscapes before the meeting.

g. Review and Discuss Locations for Boulevard Trees (along Idaho Street, Fig Street, or Railway)

The Commissioners reviewed the budget for future tree planting projects along with maps of Idaho Street, Fig Street, and Railway. They discussed doing a similar project to that of the 2011 Boulevard Tree Planting Project along 8th Avenue NE planted by Knect's Nursery. Carpentier suggested planting similar species canopy style trees along roadways. Ziskovsky recommended planting along the Idaho Street SW stretch. Baker said that he would obtain quotes for the Idaho Street section for the next meeting.

7. MISCELLANEOUS

- Baker mentioned that City staff met with Jean Meyer and Nancy Klema of MNDOT earlier that morning to discuss a proposed a trail crossing at across Hwy 19. He said that the meeting went well, and that MNDOT gave the City initial approval to construct the crossing approaches at the intersection of 8th Avenue NE.
- City staff explained that Common Grounds Landscaping was doing some retaining wall work and brush clearing on the Lonsdale Telephone Company's property south of Hwy 19, between Industrial Drive and 15th Avenue SE.
- Vlasak explained the special trail sealcoat slurry mix is needed to maintain the citywide trail system. He said that the City only has enough budgeted to do 1/3 of the City right now. Kodada stated that we should do a 1/3 of the trails now and budget more money over the next couple of years.

8. ADJOURNMENT

A motion was made by Utecht 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 7:38 pm.

Respectfully Submitted:

Benjamin Baker, City Planner