

**MINUTES
CITY OF LONSDALE
PARK AND RECREATION ADVISORY BOARD
December 14, 2010**

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

Chairperson Kodada called the meeting to order at 6:00 pm in the City Hall Council Chambers at 415 Central Street West.

2. AGENDA

A motion was made by Utecht and seconded by Carpentier 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 Ziskovsky to approve the minutes from the November 9, 2010 Regular Meeting. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

None

6. GENERAL BUSINESS

a. Update on the Lonsdale-MnDOT Welcome Sign Landscaping Project:

A Grant Payment was made by MnDOT (Minnesota Management & Budget) to the City of Lonsdale in the Amount of \$8,000.00 on November 11, 2010 for Agreement No. 97468

Baker stated that at the time of the last Park Board meeting MnDOT was in the process of reviewing and finalizing the project. He announced that all \$8,000.00 was received for the project on November 11th.

Suggest Ideas for Further Screening Treatments of the Western Welcome Sign Lights

Baker provided the Park Board with an oblique photo map of the welcome sign area near the Co. Rd. 2 & Hwy 19 intersection. He mentioned that the City has received a few complaints about the western welcome sign lights over the last couple of months. He stated that the main concern is stray light beams surprising vehicles traveling east-west on Co. Rd. 2 and 96 when stopping at and crossing Hwy 19. He provided the Board with a few options to help mitigate the issue, but he asked the Park Board members to provide further ideas.

The Board member discussed the issue, and they suggested seven options that can be explored by the Public Works Department to see what helps cut down on the stray light beams reaching the intersection of Co. Rd. 2 & Hwy 19:

- Place aluminum tape around the edges of the light
- Turn the lights toward the west
- Dim, tint, or shield the lights
- Place a temporary fence (with fabric) behind the existing trees
- Strategically place large rocks behind the sign
- Build a temporary snow berm
- Add more landscaping/trees (possibly along with Phase II of a MnDOT Landscaping Project)

The Park Board members recommended that the Public Works Department work on mitigating the welcome sign light issue when time becomes available.

b. Update on the Kalina Park Grading/Site Plan & December 9th TEP Meeting

November 23, 2010 City Council meeting

Baker stated that the City Council approved the Kalina Park Grading/Site Plan at their meeting on November 23rd.

December 9, 2010 Technical Evaluation Panel (TEP) meeting

Baker stated that the TEP panel met on Pond View Drive SE (near Kalina Park) to discuss the recent delineated wetland boundary survey created by WSB & Associates. TEP representatives included the following people:

TEP Meeting Representatives:

- Sarah Wingert – United State Army Corps of Engineers
- Tim Labs – Rice Soil & Water Conservation District
- Kevin Kawlewski – WSB & Associates
- Jed Chesnut – WSB & Associates
- Russ Vlasak – Public Works Director
- Ben Baker – City Planner
- Joel Erickson – City Administrator

Baker mentioned that Tim Labs and Sarah Wingert stated that they did not feel comfortable approving the delineated wetland boundary at that time due to the snow levels and winter conditions on December 9th. He said that vegetation and soil samples are needed to determine exact wetland boundaries and types. Baker reported that although the exact wetland boundary could not be approved, Jed Chesnut, from WSB, felt confident enough with his delineation line, that he created a map for the City showing safe areas to grade during the winter/spring. The proposed grading maps were attached for the Park Board to review. Baker said that Chesnut also moved the proposed wildlife pond toward the west into a Type 2 Wetland to allow for winter/spring excavation to take place within the delineated wetland.

The Park Board reviewed the updated plans, and provided a few comments. Narum suggested that a viewing deck bump out be constructed along with the floating walkways. Kodada suggested that Bremer Bank may want to contribute funds towards the future floating boardwalk. He also recommended that the City see if any DNR grants are available.

Consider Approval of the dedication of Lots 6, 7, 8, and 9, Block 6, Willow Creek Heights 3rd Addition in lieu of the water main installation between 15th Avenue SE and Industrial Drive

Baker explained that City staff has been working with Bremer Bank to finalize the following outstanding items for the Willow Creek Heights development:

- Parkland dedication of Outlot F, Willow Creek Heights 2nd Addition (Kalina Park)
- Dedication of Commerce Drive Right-of-Way (south of Lonsdale Car & Pet Wash and Family Health Medical Clinic)
- Dedication of Lots 6-9, Block 6, Willow Creek Heights 3rd Addition in lieu of the water main installation between 15th Avenue SE and Industrial Drive SE

Baker stated that Bremer Bank has reviewed and approved a quote from WSB to complete the needed surveying work associated with the aforementioned outstanding issues. He further explained that the approximate \$6,000.00 worth of work to be completed by WSB for Bremer Bank will be taken out of their remaining \$16,000.00 Letter of Credit that was cashed in by the City in 2008. Kodada explained that a water main loop would be required as part of a future development agreement along with any subdivision of the All Terra property, but he stated that the loop is not necessary at this time.

Baker asked the Board to make a recommendation on the four Bremer Bank lots shown on the Kalina Park Grading/Site Plan to be dedicated to the City. He said that the four open lots would allow for all residents to access and view Kalina park better and possibly allow for appropriate off-street parking, a band shell, play

equipment, and/or a pavilion park shelter. Carpentier agreed with acquiring the four lots, but she stated her concern with the proposed location next to unbuilt future residential homes. Kodada asked about lining up and connecting the planned Kalina Park trails with future trails extending from Garfield Avenue and the All Terra pond area through future phases of Willow Creek Heights. Baker mentioned that City staff did review the future alignment of trails, and he explained that a future east-west trail will run from the current end of Pond View Drive SE to Garfield Avenue.

A motion was made by Carpentier and seconded by Utecht to approve the dedication of Lots 6-9, Block 6, Willow Creek Heights 3rd Addition from Bremer Bank to the City of Lonsdale in lieu of the water main installation between 15th Avenue SE and Industrial Drive SE. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

- c. Consider Approval of the 2010 Tree City USA Application (Year 2)
The Park Board reviewed the proposed application for Year 2 of the Tree City USA program. Baker went through the new numbers shown on the application, and he recommended approval of the application for recertification.

A motion was made by Ziskovsky and seconded by Narum to approve the 2010 Tree City USA Recertification Application. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

- d. Consider Approval of the Trondhjem Lutheran Church Youth Group Application for the Jan-Feb-March 2011 Green Team
The Park Board reviewed the only Green Team application currently on file at City Hall. Baker mentioned that Trondhjem Lutheran Church Youth Group's application has been on file since October 8, 2009, but they were never reselected as the Green Team because new groups submitted applications over the past year. He said that he did contact the group's adult contact, Dawn Giesen, and she said that they are still interested in being the Green Team this winter.

A motion was made by Carpentier and seconded by Utecht to approve the Trondhjem Lutheran Church Youth Group as the January-February-March 2011 Green Team. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Narum; Against: None. Vote 5-0. Motion carried.

7. MISCELLANEOUS

- a. Update: The Updated Parks & Trails Maps were Recently Laminated by the School and are Ready to be Installed in the Trail Kiosks
Baker mentioned that the Montgomery-Lonsdale East Elementary school recently laminated the updated Parks & Trail maps to be installed in the new trail kiosks. He said that the Public Works Department will install the new maps once time becomes available.

b. SE Minnesota SHIP Grant Project

Baker stated that the majority of the counties/cities in Southeastern Minnesota are working together to create an up-to-date recreation and information website through SHIP Grant funds. He stated that he recently completed a large parks and trails inventory for the project, and he mentioned that Rice County will input all the acquired data into spreadsheets and the GIS. He provided an example of Carver County's "Go Carver Go" website for the Park Board to review, a similar project sponsored by a Blue Cross & Blue Shield grant.

c. Status of Jaycee Park Ice Rink

Baker mentioned that the Jaycee Park Ice Rink is approximately 75% completed with ice layering. The Board stated that it would be nice to have the rink ready and open by the time winter break comes for all the grade students.

d. Email Requests from Lonsdale Baseball (Chad Vosejпка)

Baker provided the Board with an email request from Lonsdale Baseball for cost sharing on potential DRS Field projects for 2011. He said that the Park Board will review the requests at one of their upcoming meetings.

Kodada stated that the Park Board should review the City's current trail system and create a new map showing future/planned trails before any new subdivision development takes place.

8. ADJOURNMENT

A motion was made by Carpentier 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 7:06 pm.

Respectfully Submitted:

Benjamin Baker, City Planner