

**MINUTES
CITY OF LONSDALE
PARK AND RECREATION ADVISORY COMMISSION
JANUARY 23, 2023**

MEMBERS PRESENT:

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

MEMBERS ABSENT:

None

STAFF PRESENT:

City Administrator Joel Erickson, Community Development Planner Jamie Scheffer, and Public Works Director Joe Dornfeld

1. CALL TO ORDER

Chair Kodada called the meeting to order at 6:00 pm.

2. AGENDA

Kodada asked if there were any additions, deletions, or corrections to the agenda.

A motion was made by Carpentier and seconded by Kowalski to approve the agenda as presented. Vote for: Utecht, Kodada, Ziskovsky, Carpentier and Kowalski.

Against: None. Vote 5-0. Motion carried.

3. MINUTES

Kodada asked if there were any additions, deletions or corrections to the Minutes.

A motion was made by Utecht and seconded by Kowalski to approve the Minutes from the December 19, 2022, Regular Meeting. Vote for: Utecht, Kodada, Ziskovsky, Carpentier and Kowalski. Against: None. Vote 5-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

None

6. GENERAL BUSINESS

- a. Introduction of Community Development Planner Jamie Scheffer
Scheffer introduced herself and gave a brief background of her work history and qualifications along with what interested her in the position. The Commissioners expressed their welcome to Scheffer.

- b. 2023 Annual Park Board Officer Appointments
Commissioners discussed and a consensus was built that things were running smoothly with positions as is and that Scheffer should be appointed the new secretary.

A motion was made by Carpentier and seconded by Kowalski to keep Commissioners the same for 2023 and to appoint Jamie Scheffer as secretary. Vote for: Utecht, Kodada, Ziskovsky, Carpentier and Kowalski. Against: None. Vote 5-0. Motion carried.

- c. Update on the Skate Park Project
Erickson provided an update on the skate park project which was decided at the last meeting to be located in Sticha Park. Since the last meeting, staff and engineering developed plan sheets and bidding documents. Erickson reviewed the proposed timeline which included Park Board approval of plans and specs at the meeting and Council at their next, with the bid opening scheduled for February 13th. If a bid is selected, construction would be in the summer of 2023 and public works is working on any necessary repairs to obstacles during this winter. Erickson said that a cost estimate provided by WSB estimated the construction to cost around \$200,000 and provided an updated estimate from WSB that totaled \$251,680 including reducing the concrete thickness from six inches to five inches. Erickson said that in discussions with WSB and staff, they anticipate cost savings could occur with some adjustments to pad size and further reductions to concrete thickness. Erickson also explained the final revisions that were made to the plans since the last meeting which include a 1% slope, 5 inch thick concrete, rip rap at the drain tile outlet, and making the cross section and narrative consistent. Carpentier asked about borings and Erickson said yes they have been done. Kodada stated he is satisfied with the foot of sand in the plans. Carpentier inquired if we could do the base ourselves to save money and Erickson said that is a possibility but still recommended bidding the project as presented. Utecht requested that the City use as much of the purchased equipment as possible in order to cater to all ages and abilities. Erickson agreed and stated that it wouldn't be a phased project. Carpentier asked if all the equipment will fit. Dornfeld confirmed that all of the equipment will be utilized as the site, even reduced, is the same size as the original site that the used equipment was originally located on, plus they had added features.

A motion was made by Ziskovsky and seconded by Kowalski to recommend approval of plans and specs and to advertise for bid to the City Council. Vote for:

Utecht, Kodada, Ziskovsky, Carpentier and Kowalski. Against: None. Vote 5-0. Motion carried.

d. Update on Trena Memorial Park/DRS Improvement Project

Erickson stated that he and Dornfeld met with the Aces board two weeks ago and nothing new came from the meeting. They also met with one of the board members on site. The initial concern that prompted these park improvements was railroad ties rotting with bees nesting in them. Other improvements have been added to the project scope such as fencing, painting, concrete, paving, removal of ash trees and trimming of maple trees. Over the years more than \$25,000 has been spent on light maintenance. The plan is to find financing to replace the lights for around \$300,000 at the time it is needed and not to save yearly. Erickson also mentioned that Fox 9 will be at the park for Town Ball on July 19th so the project deadline is June 30th. Carpentier inquired if there have been discussions on adding to the event to draw more of a crowd such as food trucks, to which Erickson responded that plans have not been discussed yet. Kodada agreed the event is a big deal for the community. In past communities they arrive early that day and interview people and go into businesses in the community. Kodada inquired about a plaque for the Liquor Store as the park improvements are being partially funded by the store. Erickson replied that is possible. Ziskovsky inquired if the ball team will help with the project labor and Erickson confirmed yes.

e. Discuss a Proposed Pollinator Grant Application

Dornfeld stated that he was contacted by Rice County about a pollinator grant they are applying for. They inquired if the City would dedicate up to ten acres that have thick canary grass, low traffic, and meet setbacks (for mosquito spray). Dornfeld said benefits of allowing this to take place include beautification, restoration, wildlife and savings of mowing and lawn maintenance (along with staff safety due to the steep slope of some of the proposed areas). Dornfeld reviewed some proposed locations in town with the site most likely to be chosen being by the school. This site would compete well due to its proximity to the school providing unique educational opportunities. Dornfeld stated that funding for all equipment rentals seed, signage would be paid for by grant funds along with the County completing reporting requirements. The fiscal impact to the City would be public works staff time which is already budgeted for.

A motion was made by Utecht and seconded by Ziskovsky to agree to participate in the program with Rice County if they are awarded. Vote for: Utecht, Kodada, Ziskovsky, Carpentier and Kowalski. Against: None. Vote 5-0. Motion carried.

f. Consider Approval to Appoint Friends of the Lonsdale Public Library as the Good Neighbor Recycling Team for the 3rd Quarter of 2023

Erickson said that after being approved for the 1st Quarter of 2023 for the program, the Golden Agers withdrew their participation in the program. Since then, staff contacted the Library Director as requested at the last meeting and they agreed to apply for the 3rd quarter and submitted their application which is

attached for board review. The Lions agreed to take the 1st quarter. Since then, the Golden Agers restated their interest and Erickson appointed them to the 4th quarter.

A motion was made by Utecht and seconded by Ziskovsky to approve the Lonsdale Public Library for the 3rd quarter as the Good Neighbor Recycling Team. Vote for: Utecht, Kodada, Ziskovsky, Carpentier and Kowalski. Against: None. Vote 5-0. Motion carried.

g. Goals/Objectives for 2023

Erickson reviewed some options for the board to discuss in 2023 that had been brought up as ideas in the past. The board spent time discussing pickleball and consensus was reached to proceed with temporary pickleball courts on the secondary ice rink this summer.

A motion was made by Cartier and seconded by Ziskovsky to authorize staff to order a 4-pack all-inclusive pickleball kit for \$1,869. Vote for: Utecht, Kodada, Ziskovsky, Carpentier and Kowalski. Against: None. Vote 5-0. Motion carried.

At 6:43 commissioner Utecht excused themselves from the meeting.

Also briefly discussed was disc golf with no action being taken.

7. MISCELLANEOUS

Cartier inquired about her annual shade tree training and Erickson confirmed City Treasurer Brokl will be registering her for the training.

8. ADJOURNMENT

A motion was made by Carpentier and seconded by Ziskovsky to adjourn the meeting. Vote for: Utecht, Kodada and Kowalski; Against: None. Vote 4-0. Motion carried. The meeting ended at 6:50 pm.

Respectfully Submitted:



Jamie Scheffer, Secretary