

**MINUTES
CITY OF LONSDALE
PARK AND RECREATION ADVISORY COMMISSION
MARCH 20, 2023**

MEMBERS PRESENT:

Jeanette Utecht, Kevin Kodada, Maria Kowalski and Laura Carpentier

MEMBERS ABSENT:

Micki Ziskovsky

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 Utecht and seconded by Carpentier to approve the agenda as presented. Vote for: Utecht, Kodada, Carpentier and Kowalski. Against: None. Vote 4-0. Motion carried.

3. MINUTES

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

A motion was made by Carpentier and seconded by Kowalski to approve the Minutes from the January 23, 2023, Regular Meeting. Vote for: Utecht, Kodada, Carpentier and Kowalski. Against: None. Vote 4-0. Motion carried.

4. PUBLIC COMMENT

None

5. PUBLIC HEARINGS

None

6. GENERAL BUSINESS

a. Letter of Support for Skatepark Project LOI Submittal

Scheffer provided an update on submitting a Letter of Inquiry for the National Skatepark Project Grant from the Skatepark Project (formerly Tony Hawk Foundation). Staff found past letters of support and signatures that had been gathered in support of a Skatepark Project. Scheffer also obtained letters of support from SHIP, local business Telamco, and drafted a letter of support on

behalf of the Park Board. Scheffer explained that the request is to approve the letter of support and to recommend that the City Council submit a Letter of Inquiry for the funding.

A motion was made by Utecht and seconded by Kowalski to approve the letter of support and recommend the City Council submit a Letter of Inquiry for the National Skatepark Project Grant. Vote for: Utecht, Kodada, Carpentier and Kowalski. Against: None. Vote 4-0. Motion carried.

b. Recommend Approval of SHIP Funding Request for Industrial Drive Demonstration Project

Scheffer gave an overview of the 2022 Birch Street NE Pedestrian and Bike Demonstration Lane that was funded by SHIP active living funds. Staff was informed that SHIP has available carryover funding and is seeking additional projects. Staff discussed potential projects and is proposing another Pedestrian and Bike Lane Demonstration Project for a segment of Industrial Drive by Sticha Park, connecting to Welco Trail which heads north to the boardwalk. Staff explained that with the addition of the skate park there will be even more pedestrian traffic including skateboarders travelling to the park and there are large trucks travelling at fast speeds on the road from the industrial park to the west. The intent of the project is a temporary solution to provide a safe route for pedestrians and to demonstrate use before investing in permanent change. The grant would pay for bollards, paint, signage, and related items. Dornfeld said the Birch Street project was a huge success and that the difference here would be a six-foot-wide lane instead of a ten foot wide lane. The grant requires a 10% match which is estimated to be less than \$700. The commissioners discussed and came to a consensus that it is a good project idea and funding should be pursued.

A motion was made by Carpentier and seconded by Kowalski to recommend the City Council submit a SHIP funding request for the Industrial Drive Pedestrian and Bike Land Pedestrian Project. Vote for: Utecht, Kodada, Carpentier and Kowalski. Against: None. Vote 4-0. Motion carried.

c. Vending Machine Request

Erickson stated that he received a request which was attached in the packet for a vending machine to be installed outside of the ice rink to be used as a fundraiser for TCU hockey. Staff explained that it is not a viable idea due to outlet locations but wanted the commissioners to discuss this request and the idea of partnering on fundraisers in general. Utecht brought up the potential vandalism with it being proposed outside. Kodada said that an enclosure would be needed at the minimum to even consider it. Erickson stated that if we agreed to this it would set a precedent. Kodada also mentioned that it might step on the Lion's toes with their possible mobile concessions fundraiser. A consensus was reached that the project is not viable or recommended.

d. Fox 9 Town Ball Tour Update

Scheffer gave an update on staff efforts on the upcoming Fox 9 Town Ball Tour stop in Lonsdale scheduled for July 19th. Scheffer explained that she has spoken with the Aces and that they are spearheading various activities themselves and that she will come back with a further update after the Aces have finalized plans with Fox 9. Items that have been completed so far included reserving RayAnn park for the day, obtaining quotes on various activities, discussing the event with the Chamber of Commerce, and speaking with Alan Fitterer at the Lions. Utecht mentioned that she is available to help at the event and with any planning.

Scheffer mentioned that once plans are finalized staff will likely bring a funding request to City Council for 1-2,000 thousand dollars proposed to be taken from Liquor Store reserves.

7. MISCELLANEOUS

Dornfeld provided a couple of project updates. He stated that the lights at DRS were tested and several bulbs went out after a few hours. He mentioned that the trees that will be taken down have been marked if anyone wants to go look.

Utecht mentioned that the commission should start thinking about potential projects for scouts this year and that John Liebelt approached her and said the cub scouts will do a park clean up day this spring.

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 6:26 pm.

Respectfully Submitted:

Jamie Scheffer

Jamie Scheffer, Secretary