

**MINUTES  
CITY OF LONSDALE  
PARKS AND RECREATION ADVISORY BOARD  
JANUARY 9, 2018**

**MEMBERS PRESENT:**

Jeanette Utecht, Micki Ziskovsky, Kevin Kodada, Laura Carpentier, and Joe Schmoll

**MEMBERS ABSENT:**

None

**STAFF PRESENT:**

City Planner Benjamin Baker

**1. CALL TO ORDER**

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

**2. AGENDA**

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

A motion was made by Utecht and seconded by Ziskovsky to approve the agenda as presented. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Schmoll; 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 Carpentier and seconded by Utecht to approve the Minutes from the November 14, 2017 Regular Meeting. Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Schmoll; Against: None. Vote 5-0. Motion carried.

**4. PUBLIC COMMENT**

None

**5. PUBLIC HEARINGS**

None

## 6. GENERAL BUSINESS

### a. Nominate and Appoint Parks & Recreation Commission Officers for 2018

Baker provided the Park Board with the current roster of officer positions held by each member. The Board decided to keep the roster the same as in previous years, along with the addition of a new position for recently appointed Park Board Member Joe Schmoll.

A motion was made by Carpentier and seconded by Ziskovsky to approve the 2018 Parks & Recreation Commission Officers as follows:

- Kevin Kodada, *Chairperson*
  - Council Representative
  
- Jeanette Utecht, *Vice Chairperson*
  - National Walking Day Leader
  
- Laura Carpentier
  - Director of Horticulture/Landscape Design
  - Veterans Memorial Task Force Member
  
- Mary (Micki) Ziskovsky
  - Arbor Day Event Planner
  - Veterans Memorial Task Force Member
  
- Joe Schmoll
  - Trcka Park/Soccer Field Irrigation Project Lead
  
- City Planner Benjamin Baker, *Secretary*

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

### b. Little Free Library Project – Girl Scout Troop 25432

Five girls from local Girl Scout Troop 25432 came to the front of the Council Chambers and provided information on their proposed 2018 Little Free Library Project. They asked the Park Board if the City would be interested in having the mini-libraries in various parks around town. They stated that would like to construct 3-6 little libraries. Baker explained that a few years ago the City was donated a little free library, but it only lasted 9 months due to poor roof construction. He highly recommended focusing on quality over quantity, depending on available funds. Baker stated that Scott Duban, skilled woodworker, of the Public Works Department has offered to provide the troop guidance, if needed. The Park Board members asked the girls various questions about their project, and they provided the troop with initial feedback and comments. The girls stated that they would like to complete their project by the end-of-summer. The Park Board thanked Troop 25432 for attending their meeting, and the Board welcomed the girls back when they had more details on how the libraries will be constructed and where they would like to locate them.

No official action was taken on the agenda item.

c. 2017 Year-in-Review

Baker provided the Park Board with the following list of parks/recreation items that took place in 2017:

- 2017 Park Board Members: Kevin Kodada, Micki Ziskovsky, Autumn Brekke, Jeanette Utecht, Laura Carpentier, Joe Schmoll
- Hockey Rink Options (Depot Ice Rink Cooling System)
- TCU Lonsdale Elementary School Pheasants Forever Pollinator Project
- Laura Carpentier and Russ Vlasak to Minnesota Shade Tree Short Course Conference
- Summer Recreation Program
- Outdoor Volleyball League
- National Walking Day (April 11<sup>th</sup>)
- Arbor Day Event @ Lonsdale Elem. School (April 28<sup>th</sup>)
- Dog Park Grand Opening/Ribbon Cutting Event (May 9<sup>th</sup>) – 4 acres, 2 separate roaming/exercise areas, 14 trees, yard hydrant, double gate entrance, waste stations, picnic tables, play obstacles.
- Rezac Nature Preserve Improvements (new paved trail and parking lot)
- TCU Community Education Program
- September 9<sup>th</sup> (fishing/canoeing event and 3-R Landmark History event)
- New TCU Comm. Ed. Director Mark Preissing
- \$10,000 Grant Awarded for Heritage Trail (Lonsdale-Montgomery-LeCenter) from the Southern Minn. Initiative Foundation
- New Trash Receptacles
- Soccer Program (~120 kids from Lonsdale, new location at Sticha Park in 2017)
- 1001 Main Street South Grading Project (soccer fields, future park pavilion, hockey rink, play equipment, trails, and parking lot)
- Special Ground Breaking Event for the Grading Project at 1001 Main Street South on Oct. 9<sup>th</sup>
- Developing Park at 1001 Main Street South Named Trcka Park
- New trail Connection planned for 2018 along Main Street South
- DRS Field (Trenda Memorial Park) Cottonwood Tree Removal and Replacement Project
- Brad Pelava Eagle Scout Project (pet waste stations along the trails)
- Bryce Horejsi Eagle Scout Project (picnic tables)
- Skyler Harper Eagle Scout Project (bat houses)
- Green Team Recycling Program 2017: Lonsdale Elem School Green Team, Lonsdale Lions, Venture Crew 327, Golden Agers
- Veterans Memorial Park (209 pavers)
- Tree City USA (8 years – Since 2009)
- Adopt-a-Bench Program (23 benches sponsored)
- Trenda Memorial Park Tennis Court Paving Project
- Mound/Home Plate Drainage/Artificial Turf Project @ DRS Field
- Trail System: 10.3 miles of trails (including sidewalks, boardwalks, and grass pathways) (0.4 3 new miles proposed along South Main Street in 2018)

Baker went through the list, and he provided a brief recap/explanation of each item. The Board Members thanked Baker for compiling the list, and they noted how many things were accomplished in 2017.

No official action was taken on the agenda item.

- d. Review of the 2018 Area #5 Trail & Sidewalk Plan and the Citywide Trail System  
Baker provided the Board members with a Sidewalk & Trail Plan/Map for the upcoming Area # 5 – Phase IV Project, which will run through the Downtown Area and southward along Main Street. The map showed existing sidewalk, proposed to be replaced along with a new 0.43 mile trail connection from Downtown to Idaho Street, along the west side of Main Street South. Ziskovsky and Utecht expressed their excitement for the upcoming trail connection.

The Board also reviewed a trail system distance breakdown sheet for the different types of current trails within Lonsdale, including sidewalks, boardwalks, woodchip/grass pathways, and paved trails. Baker said that he would try to create an updated City parks and trail map.

No official action was taken on this agenda item.

- e. Review of the Approved 2018 Lonsdale Parks & Recreation Budget  
The Park Board reviewed the recently approved 2018 Parks & Recreation Budget. The 2018 Budget showed funding for recreation, maintenance, and capital improvement projects. Baker stated that the proposed Zip Line/Web Climber was not approved by the Council. He stated that the 2019 Parks & Recreation Budget should benefit from Lonsdale Liquor Store's loan being totally repaid by the end of 2018. He explained that the majority of the funds that were going to pay back the loan on the store will most likely be reallocated to the Park Fund starting in 2019. Baker stated that it was important for the Park Board to find a consistent revenue stream that isn't completely dependent on taxes. Baker stated that after talking with the City Administrator and City Treasurer about the fluctuating Park Fund, he would like to add two specific expense categories to the 2019 Budget, including: 1) unexpected projects and 2) a capital project savings fund. He said that previously reserved money over the past few years has been tapped into for other important projects such as the Veterans Memorial Project, the Community Center Referendum Project, and the Trcka Park Project. He said that the Council may need to specifically fund an expense line item for various unexpected projects that seem to come up every year, so that the Park Board can save up enough money for a larger projects, such as a full-size outdoor hockey rink, play equipment, or an enclosed park pavilion. The Board members reviewed and commented on the approved budget.

No official action was taken on this agenda item.

- a. Update from Rice Co. Public Health/SHIP (Statewide Health Improvement Partnership)  
Baker stated that he recently attended a Rice County SHIP meeting in Faribault. He provided an update on how Rice County Public Health and SHIP are creating better health throughout Rice County by means of their initiative programs. The Board reviewed the Holiday and Year End Newsletters from SHIP.

## **7. MISCELLANEOUS**

- Carpentier stated that the Public Works Department moved the wrong type of evergreen tree into the east-side welcome sign landscaping area. She stated that as the recently planted evergreen tree grows, it will end up taking over and smother the current plants and landscaping area. Baker explained that the City had been provided a tree spade for free as part of the Trcka Park Grading Project, and he said that Public Works used the tree moving equipment to replace multiple dead trees around town, including the welcome sign tree, with trees from the Idaho Street Tree Nursery. Baker said that all the trees in Tree Nursery needed to be moved, due to the project.
- Carpentier also mentioned that she can plant flowers this spring within the fallen soldier monument planting area, if the Public Works Department can remove some of the mulch chips and replace it with dirt.
- Kodada stated that the City needs to do a better job of spraying for weeds and adding mulch to the landscape planting area along Hwy 19, near Double-D Towing, 714 Central Street West.

## **8. ADJOURNMENT**

A motion was made by Utecht and seconded by Ziskovsky to adjourn the meeting.  
Vote for: Utecht, Ziskovsky, Kodada, Carpentier, and Schmoll; Against: None.  
Vote 5-0. Motion carried. Motion carried. The meeting ended at 7:00 pm.

Respectfully Submitted:

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Benjamin Baker, City Planner