

**Park Board Meeting – February 7, 2011
Minutes**

The Monday February 7, 2011 City of Lino Lakes Park Board meeting was called to order at 6:40p.m. by Acting Chair Pat Huelman. Members present were, Byron Roland, Richard Jensen, Pat Huelman, Charles Evans and Matt Koehn. Members absent were George Lindy and Bill Kusterman.

Also present was Rick DeGardner, Public Services Director and Sandie Wood, Public Services Office Manager.

APPROVAL OF MINUTES FROM APRIL 5, 2010:

Matt Koehn made a motion to approve the April 5, 2010 minutes. Seconded by Charles Evans and approved as written.

SETTING AGENDA:

There were no changes to the agenda.

OPEN MIKE:

No one was present for open mike.

5. Review and Adopt 2011 Park Board Meeting Schedule

Staff recommended the following 2011 Park Board meeting dates. Please note the September meetings will be the annual park tour and bbq:

Monday, February 7, 2011	Monday, August 1, 2011
Monday, March 7, 2011	Tuesday , September 6, 2011 – Tour and BBQ
Monday, April 4, 2011	Monday, October 3, 2011
Monday, May 2, 2011	Monday, November 7, 2011
Monday, June 6, 2011	Monday, December 5, 2011
Tuesday , July 5, 2011	

Richard Jensen made a motion to approve the 2011 Park Board Meeting dates. Seconded by Matt Koehn and approved as presented.

6. DISCUSS POSSIBLE 2011 PARK BOARD GOALS:

Rick reviewed the 2010 year end Park Dedication Fund Summary. He told members there was very limited activity. There is currently \$25,802 of undesignated funds. He said the Park Board has the option to recommend a 2011 Park Board goal to the City Council, or determine the use of the undesignated funds at a future time.

Rick said one project for consideration is a new park shelter at Sunrise Park. He went on to say that in July, 2010 Park Shelter #2 at Sunrise Park was damaged during a storm resulting in several roof panels needing replacement. In addition, the existing support posts and concrete pad have deteriorated over the past 25+ years.

There is an additional park shelter (Park Shelter #1) near the main parking lot. This park shelter is also 25+ years old and is in rough shape (damaged roof, rusted posts, and heaving concrete pad). Sunrise Park is by far the most heavily used city park in Lino Lakes.

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Rick said staff is recommending to completely remove Park Shelter #2 and to replace Park Shelter #1 with a new shelter. Estimated costs for a new park shelter are \$25,000, including materials, installation, concrete slab, and footings. Insurance coverage for the damage to Park Shelter #2 amounts to \$6,000 which could be applied toward the purchase of a new park shelter. With the summer playground program starting mid-June and the Family Corn Roast and Community Night scheduled for July 28, staff suggests that we proceed quickly if the Park Board determines that this should be a 2011 Park Board Goal. He added if so, he would forward the recommendation to the City Council for approval.

Members had questions about the age of the shelter and the size of the replacement shelter. Rick answered that the shelter had been installed in the park in the late 70's early 80's. He said that he thought a 20'x34' rectangular shelter, that would hold 10 picnic tables would be sufficient. Removal of the shelter and a lot of the site prep would be done by Park Maintenance Staff.

Richard Jensen made the motion, seconded by Byron Roland to use undesignated park dedication funds and the \$6,000 insurance money to put a new park shelter in Sunrise Park. Motion passed.

Members mentioned that they would still like to see a shelter put in Marshan Park. This will be discussed at a future meeting.

7. RECREATION DEPARTMENT UPDATE:

Rick discussed the memo included in the Park Board Member's packets. He touched on the playground program, Safety Camp, Gobbler Games, Secret Holiday Shop, Breakfast with Santa, football and soccer. He said there are approximately 100 kids registered for the Sweetheart Party and that there were over 800 people in attendance for Snow Day in January, 2011.

He talked about some programs being offered in 2011. They are Princess Party, Super Hero Boot Camp, the Spring Fling in April and the Family Corn Roast & Community Night in July.

Rick also told members that Tanya is now doing programming for the Senior Center as Peg Smith retired in December. The brochure will be out in February and it will market programs for this spring, summer, and fall. He reminded members that we do not put programs in the summer city newsletter.

Members wanted to know what the Marshan Park building was used for. Rick said we do arts and craft classes as well as the preschool playtime program. It is also used for storing program equipment.

7a. 2010 PUPPET SHOWS RECAP:

The Puppet Shows 2010 Recap was included in the packets. Rick said this program was awesome and said a big thanks to the Shoreview Parks and Recreation Department for loaning us their wagon for the four shows. They also provided experienced staff. They interacted with the children and kept them engaged the whole

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time. Popcorn and lemonade was served for free at each of the shows. The kids were also able to do crafts with some of Lino Lakes Playground staff.

Rick discussed the dates, locations and the number of people that attended each show. He talked about how the shows were advertised, staffing and crafts offered at the shows. Expenses for each show included Lino Lakes seasonal staff, refreshments and \$135 for Shoreview staff and Puppet Wagon.

This program will be done again the summer of 2011 in Country Lakes, Clearwater Creek and Highland Meadows Park.

8. PARKS DEPARTMENT UPDATES:

The Park Maintenance Update was included in the Park Board Member's packets. Rick said there had been some vandalism in the parks. The kids were caught in one incident and the City was reimbursed for the damages. He reported that the three dog-i-pot stations installed last fall are being heavily used. He has received many positive comments from residents about these stations.

There was discussion about the warming house locations for the 2010/2011 season. Rick reported that the rinks are located at Sunrise, Birch and City Hall Parks. He added that a warming house season report will be on the next Park Board agenda.

Rick asked members to read through the Park Maintenance Update and to contact him if they had any questions.

9. OLD BUSINESS:

There was no Old Business.

10. NEW BUSINESS:

Matt Koehn brought up how the City of Blaine was going to be generating revenue by charging usage fees for youth groups to use their facilities. He said the fees collected would help offset the costs of chalking and maintaining the fields. He said he would e-mail Rick a copy of what he received from Blaine.

NEXT PARK BOARD MEETING:

The next Park Board meeting will be held on Monday, March 7, 6:30p.m.

ADJOURN:

Richard Jensen made a motion to adjourn, seconded by Chuck Evans. The meeting was adjourned at 7:22p.m.

Respectfully Submitted,

Sandra Wood
Public Services Office Manager

These minutes were approved at the July 5, 2011 Park Board Meeting.