

**Park Board Meeting – November 4, 2002
Minutes**

The November 4, 2002 City of Lino Lakes Park Board meeting was called to order at 6:30pm, by Chair Lindy.

Roll call was taken, members present were Bill Kusterman, Pam Taschuk, Katie Boyle, Michael O'Connor, Pat Huelman and George Lindy. Members absent were Paul Montain.

Also present was Rick DeGardner, Public Services Director.

APPROVAL OF August 5, 2002 MINUTES:

Pam Taschuk made a motion, seconded by Katie Boyle, to approve the August 5, 2002 minutes. The minutes were approved.

SETTING THE AGENDA:

The Agenda was passed as presented.

OPEN MIKE:

No one was present for open mike.

DISCUSS EXISTING JOINT POWERS AGREEMENTS WITH CENTENNIAL SCHOOL DISTRICT:

Rick advised the City of Lino Lakes has a Joint Powers Agreement with the Centennial School District regarding the maintenance of outdoor facilities and use of indoor facilities at Rice Lake Elementary School and the Centennial Middle School.

Rice Lake Elementary Site Agreement

This agreement was executed in 1991. The City of Lino Lakes agreed to maintain all outdoor athletic facilities and open areas directly adjacent to the athletic fields, including the purchasing of all supplies necessary such as ag-lime, chalk, bases, etc. In return, the City of Lino Lakes will be given first preference by the School District for scheduling recreation programs.

Centennial Middle School Site Agreement

This agreement was executed in 1997. In exchange for maintaining all athletic facilities and open areas adjacent to the athletic facilities, including the purchase of all supplies, the School District shall make available to the City of Lino Lakes the use of one gym space at least five nights per week starting at 6 p.m.

On September 10, 2002, the Centennial School Board adopted Policy 2060-Community Use of School Facilities. This new policy prohibits the use of any indoor gym/cafeteria space for adult use prior to 8 p.m. This new policy greatly diminished the quality of the City's adult programs. Since the City received only five days advance notice of this new policy it has led to even more frustration and anger from the instructors and participants. This follows a culmination of several situations with the School

**Park Board Meeting - November 4, 2002
Minutes**

District on having our programs canceled with little or no notice.

Rick referred to a letter that outlines several of the concerns on how the School District is fulfilling the site agreements. On September 23, 2002, the School District submitted a proposed site agreement that modifies the existing site agreements and also addresses Blue Heron Elementary School. Since the proposed agreement does not address any of the concerns previously communicated to the School District, staff is recommending that the City terminate the existing site agreements. It is staff's understanding that the School District is attempting to address the City's concerns by modifying the proposed agreements. He referred to a copy of a memo dated September 25, 2002 to Ms. Linda Waite Smith, City Administrator regarding this issue.

Rick stated he is expecting a revised joint power agreement soon and this issue will be on the Park Board agenda next month. This issue is also being discussed at the next Council work session. He noted he would keep the Park Board posted as this dilemma progresses.

Pat asked if there has been any discussion about the new policy of no use before 8:00 p.m. Rick advised the policy did pass and scheduled activities before that time have been rescheduled. The rescheduling of activities has interfered with the Centennial Basketball program. The situation has been very frustrating for City staff and participants in the program. It is not known how this issue will be resolved. The winter brochure is at the printers right now and it was printed under the assumption that the City can not use the facilities.

Bill inquired about the implications of the field use if the joint agreement is canceled. Rick stated the School District will have to decide whether to charge for the use of the outdoor fields. The City has to determine at what point it is better for the City to pay a fee for the fields as opposed to maintaining the fields.

Chair Lindy asked if the School District has maintenance equipment. Rick stated he believes they would need a significant amount of money to get the necessary equipment.

Bill inquired about the scheduling of activities. Rick stated the City currently maintains and schedules all of the outdoor activities after regular school hours.

Pam asked if the City would charge sport groups for the fields if the agreement was severed. Rick stated the City would not charge for the fields located on school district property but it is

**Park Board Meeting - November 4, 2002
Minutes**

unclear if the School District would charge a fee for the groups that use the fields.

DETERMINE 2002 - 2003 SKATING RINK LOCATIONS AND WARMING HOUSE HOURS:

Rick advised staff is recommending the following warming house shelters and hours of operation:

<u>PARK</u>	<u>LOCATION</u>	<u>WEEKDAY HOURS</u>	<u>WEEKEND HOURS</u>
Sunrise	6918 Sunrise Drive	4-9 p.m.	Saturday 12-9 p.m. Sunday 12-6 p.m.
Birch	6520 Pheasant Run S	4-9 p.m.	Saturday 12-9 p.m. Sunday 12-6 p.m.
Lino	7850 Lake Drive	4-8 p.m.	Saturday 12-8 p.m. Sunday 12-6 p.m.

Staff is also recommending the following ice rink locations that do not have shelters:

- *City Hall Park 1189 Main Street
- Marshan Park 7204 Lake Drive
- Sunset Oaks Park 7481 Leonard Avenue

*City Hall Park will still have a hockey rink and general skating area but will not have a supervised warming house due to budget cuts. City staff is working with the youth hockey associations to make arrangements to provide access to the warming house during scheduled hockey practices.

Rick noted he believes this whole issue needs to be addressed next year because the skating rinks are not being used that much.

Chair Lindy stated the bad winters and the quality of ice have been huge factors in the low use.

Rick stated there have been more and more requests from residents to maintain the trails in the winter. From a City staff perspective, it may be more beneficial to put the time and labor into other projects due to the low use.

Pat asked if the City has a sense of whether the ice use is walk in participation or drive in participation. If it appears more of the use is drive in, closing one of the rinks would not have too much of an impact.

**Park Board Meeting - November 4, 2002
Minutes**

Rick reviewed the average attendance numbers for the rinks last year. He stated the Park Board should review the rinks after this next season.

Chair Lindy asked if the programmed activities are included in the attendance numbers. Rick advised the programmed activities are included in the attendance numbers.

Bill asked if the City could find out what activities are scheduled for when and where within the City. Rick stated the scheduled activities are posted at each warming house.

Bill stated that information should be sent out to residents because it would be helpful if people knew when they can use the rinks.

Pat suggested the scheduled activities also be posted in the newspaper.

Pam suggested it could also be put on the City's website.

Katie asked if there is more rink maintenance if the weather is good for rink use. Rick stated there is some correlation between maintenance and good weather but the City does regularly flood the rinks.

Chair Lindy inquired about the warming house attendants. Rick stated the City only pays attendants when the rinks are open so the City can't guarantee a set number of hours per week. It is difficult to find people to work that type of schedule. The City does have 7-8 people returning from last year.

RECREATION DEPARTMENT UPDATE:

Rick referred to the Program Highlights Flyer from October 2002. He noted the department had its first set of CLUB outings for the school year last month. Thirty-seven children participated in the "Fall Harvest Fun" trip on October 17. Twenty-six children participated in the "Cheapskate and Movie" trip on October 18.

This season the City saw an increase in participation and teams across all divisions in Youth Football. The season concluded with a playoff and will have a championship game on November 7 (weather permitting).

Fitness classes have been disrupted due to the new school district facility use policy. It is uncertain if the City will continue to offer these classes.

This year's Family Turkey Shoot will be held on Saturday, November 16, 2002, at Centennial Middle School. The Breakfast

**Park Board Meeting - November 4, 2002
Minutes**

with Santa event reached its capacity of 200 individuals on September 30 - the earliest its ever filled. Due to this early fill date, the City added an additional 20 spots. As of September 29, 2002, only four of the newly added spots remained.

Rick added the City is currently working on the winter brochure and is due in homes the last week of November.

Pam asked where the Breakfast with Santa event will be held. Rick advised the event will be held at St. Joseph's Church.

PARKS DEPARTMENT UPDATE:

Rick reviewed a memo from Mike Hoffman, Parks Supervisor, which summarizes the maintenance highlights for October 2002. Rick noted maintenance activities have included mowing of all park areas, completed irrigation system blowouts, a chain saw safety training, and the ordering of plant material for spring 2003.

Rick noted a number of young trees have been vandalized (snapped off) at several parks. Replacements have been ordered.

Pat stated he frequently sees kids in parks swinging golf clubs at the trees.

PROJECT UPDATES:

Clearwater Creek Park - Rick advised in order to create better soils and to establish healthy turf, approximately 1500 cubic yards of peat was delivered to the park area. The peat was spread throughout the park and chisel plowed. As soon as the weather cooperates, a netavator will be used to till the peat and mix a couple inches of subsurface clay with the imported peat. The park area will then be surveyed and final graded. Depending upon the completion of the above work, the park area will either be dormant seeded yet this fall or seeded next spring. The trails and basketball court will be paved next spring.

The remaining landscaping was recently completed. The gazebo roof panels, beams and rails have been painted and installed. Electrical service will be run to the gazebo next spring.

Highland Meadows Park - Rick advised the development of Highland Meadows Park has seen tremendous progress the past few months. All onsite earthwork including stripping of the vegetative growth and grading work have been completed. One thousand cubic yards of topsoil was imported, spread, and graded throughout the entire park area. All asphalt work including the installation of trails and a half court basketball court, as well as concrete work including the play area curbing, picnic table pads, and park bench pads were also completed.

**Park Board Meeting - November 4, 2002
Minutes**

A limited amount of landscaping work may begin yet this fall. This may include seeding several of the naturalized areas around the perimeter of the park with various types of seed mixtures including mesic prairie, wet-mesic prairie, and savanna. An extensive landscaping plan including trees and planting beds are also planned. An irrigation system will also be installed this fall.

Playground equipment proposals will be on display at City Hall 600 Town Center Parkway, in the library on the following dates and times.

Monday, December 9	12p.m. - 8p.m.
Tuesday, December 10	8a.m. - 8p.m.
Wednesday, December 11	8a.m. - 8p.m.
Thursday, December 12	8a.m. - 8p.m.

Area residents are encouraged to review the playground equipment proposals and provide input. The playground equipment will be installed Spring, 2003.

Timberwolf Trail - Rick advised this trail segment located in the Pheasant Hills Development is nearing completion. Final grading and paving are scheduled to begin the week of November 4. This trail connection will provide a direct link to the Rice Creek Chain of Lakes Regional Park Reserve Trail System.

Birch Park Trail - Rick advised this project was temporarily delayed due to the Rice Creek Watershed Districts desire to obtain additional information on potential wetland impacts. It was expected that the project could continue forward by the first week of November. The project includes the installation of approximately 315 feet of timber boardwalk and a timber staircase, including planters and concrete pavers. This trail will provide a trail connection from the Trapper's Crossing Development to Birch Park.

Pam asked if Birch Park will have to wait until spring if the weather does not cooperate. Rick advised the work will continue at Birch Park until it is completed. The boardwalk can be installed during the winter.

NEW BUSINESS:

2003 Goal Setting Meeting Scheduled for Monday, January 6, 2003

Rick proposed that the Goal Setting Meeting be held immediately following the January 6, 2003 Park Board meeting. He asked Park Board Members to put some thought into the proposed goals for the upcoming year. He indicated he will be sending updated information regarding the park Dedication Fund in mid December. Assuming the goals can be determined in January, it is expected

**Park Board Meeting - November 4, 2002
Minutes**

that the Park Board will present the goals at the Wednesday, January 22, 2003 City Council Work Session.

Chair Lindy asked for an estimate of undesignated dedicated funds. Rick advised there is more in that fund now than there has been since he has been with the City because of some large developments and an increase in the park dedication funds. The City is also getting reimbursed for Clearwater Creek. He stated he believes there is close to \$200,000 in the fund.

Chair Lindy stated that in some cases the City took cash in lieu of land for the park dedication. He suggested that maybe some of those funds should be put to parks that serve those areas.

Pat suggested the Park Board look at purchasing park land somewhere that it is needed because of the additional funds.

Determine 2003 Park Board Meeting Dates -Rick reviewed the proposed 2003 Park Board meeting dates noting the September meeting will be the annual park tour and bbq.

SCHEDULE NEXT PARK BOARD MEETING:

Rick advised the next Park Board meeting would be held on Monday, December 2, 2002, 6:30pm.

ADJOURN:

Pam Taschuk made a motion to adjourn, seconded by Pat Huelman. The meeting was adjourned at 7:08pm.

Respectfully Submitted,

Kim Points
Recording Secretary