

MINUTES
PARKS, ARTS & RECREATION COMMISSION MEETING
THURSDAY
MARCH 25, 2021 - 8:00 A.M.

“To enhance community pride through developing and maintaining City parks with a high standard of quality.”

Members Present: Lynn Anderson, Julie Jelen, Adam Leiferman, Nancy McCaffrey, Sam Murdoff, Brian Stoll, Mercedes Turner

Members Absent: Janine Kopff

Staff Present: Sara Cahill, Beth Green, Tricia Handorff, Tom Pawelk,

Others Present: Sue Seeger

1. Call to Order.

Tom Pawelk called the meeting to order due to lack of a chair or vice-chair. Pawelk informed the commission that with Jack Gregor resigning, there is a vice-chair vacancy that needs to be filled. Pawelk opened of the floor for nominations for vice-chair.

NANCY MCCAFFREY MOVED TO NOMINATE LYNN ANDERSON AS VICE CHAIR. MOTION SECONDED BY JULIE JELEN. MOTION CARRIED UNANIMOUSLY, 5-0.

2. Approve Minutes of Regular PARC Meeting from January 28, 2021.

NANCY MCCAFFREY MOVED TO APPROVE THE REGULAR PARC MEETING MINUTES FROM JANUARY 28, 2021. MOTION SECONDED BY ADAM LEIFERMAN. MOTION CARRIED UNANIMOUSLY, 5-0.

3. Approve Minutes of Special PARC Meeting from February 4, 2021.

JULIE JELEN MOVED TO APPROVE THE SPECIAL PARC MEETING MINUTES FROM FEBRUARY 4, 2021. MOTION SECONDED BY NANCY MCCAFFREY. MOTION CARRIED UNANIMOUSLY, 5-0.

4. Consideration of adding to or removing items from the agenda.

None.

5. Citizens requests and comments.

- a. Pickle Ball Court Request: Vicki Michaelis sent an email to Sara Cahill at the MCC regarding pickle ball. Julie Jelen noted that when she was in Arizona there were a lot of people in the community that would use the pickle ball courts. Pawelk talked about tennis courts at Pinewood and potentially designing pickleball courts on the interior of the tennis court, the play area is ½ of the tennis courts; however, there are no nets at this time. Pawelk said they set up two pickleball courts last summer at 4th Street Park inside the hockey rink and they do get used, but maybe we can do a better job letting the public know they exist down there. With the 4th Street Park renovations this year, Pawelk said maybe we will look at how we can incorporate something else down there. Adam Leiferman noted that Prairie Park in Otsego just installed pickleball courts constructed out of asphalt. This is a growing sports trend and people really use the courts.
- b. 4th Street Park Skating Rink: Looking at removing the small ball diamond and making some adjustments and the plan for the design and that will be brought to the next meeting. Pawelk said it's necessary to keep the maintenance to just a few locations with the warming house facilities.

6. Update on Haven Ridge 2nd Addition.

Written update provided in agenda packet posted online. Tom had questions about the existing trail on Fallon Avenue from Farmstead to 87th Street. One comment to Engineering is a possible crosswalk at 87th & Fallon for people to cross Fallon. Eventually there will be a trail connection on the east side, but it could be a while depending on the phasing according to Matt Leonard. At this time, it is not warranted to install a marked crosswalk there but it may be something the city will look at in the future. It is unknown at this time when Phase 3 of the development will happen to include the piece of the trail to make the connection from 87th through Hunters Crossing Park.

7. Motion to approve Ellison Park restroom building design.

Tom Pawelk shared the modular building restroom design. It will mirror the building at Bertram, and the Lions Den. Horizontal ship lap siding with the bottom being the field stone. Added hot water to the structure and the auto flush vales. Increased price by \$3,500 but over time is worth it. The next step is to get the final paperwork done to go out for bids for plumbing, footings, electrical and sidewalk work. The sidewalk design was shared and discussed ADA compliance for trails to get to the restroom. Jelen said the ADA requires a path to get to the playground and to the shelter and she said she will take a walk down there to look it over and see what would be compliant. Pawelk said he would like a motion on the building, but the sidewalk can be brought back to the next meeting. Sam Murdoff asked about whether or not they had looked at a different area for the restroom building within the park. Pawelk said they had considered the Lions Den location but that is listed in the flood plain so any buildings within that zone must be open to allow water to run through and cannot be fully enclosed. The existing location is a good spot next to the parking lot and out of the way so not as to block the river view.

NANCY MCCAFFREY MOVED TO APPROVE ELLISON PARK RESTROOM BUILDING DESIGN AT THE EXISTING LOCATION. MOTION SECONDED BY ADAM LEIFERMAN. MOTION CARRIED UNANIMOUSLY, 5-0.

8. MontiArts Update.

Update given by Sue Seeger and provided via email.

9. MCC Update.

Updated provided by Sara Cahill and provided via email.

10. General Park Updates.

- a. Parks, Arts & Recreation Department. Council has given ideas for moving forward for the next year for the collaboration between the Parks Department and the Community Center, forming a Parks, Arts & Recreation Department.
- b. Park Vandalism. Pawelk said he has been tracking since the first of the year and the first vandalism incident was on 1/18/21, and there have been 15 events since then which have added up to nearly \$10,000 in damage to Monticello parks. West Bridge Park was just hit over the weekend and again two days ago! Cameras are in place and working but there have been some timing issues where the motion sensors and the cameras have needed to be adjusted to capture more frequently to taking photos every 10 seconds rather than every minute as they move in and out and do the damage pretty quickly. Authorities are working on apprehending the individuals who appear to be a group of four youths. The most problems have been taking place at Montiview and West Bridge Parks. The typical time hit has been between 10 p.m. and 2 a.m. It is local youths as they are seeing a pattern and the same cars have been at Bertram too.
- c. Additional Ellison Park Projects: One of the projects is consolidating the power lines internally into the building and eliminating some of the overhead power. They are eliminating the permanent picnic tables as the concrete slabs have caused tripping hazards. Pawelk said that he met with Julie Jelen last fall and went over other ADA stuff and will add additional handicap picnic tables to the park per code.
- d. Bertram: Gearing up for sports events, will start lining fields next week. Secured soccer and lacrosse for BCOL. Asked WSB to layout permanent field corners for athletic fields and then they will be creating a map for the athletic park. The goal is to have that completed in advance of the state soccer tournament in July so it can be distributed to the teams. City staff is also working with Wright County in changing out the signs on CR 39 and Briarwood to get users to the athletic facility and to the larger park.
- e. Other Items: Looking into launching “Adopt a Planter”. Pawelk said they would work with East Bridge Gardeners to do the planting that will be sponsored by local businesses.

11. Next regular meeting scheduled for May 27, 2021.

The next regular PARC meeting is scheduled for May 27, 2021, at 8 a.m.

12. Motion to Adjourn.

NANCY MCCAFFREY MOVED TO ADJOURN AT 9:14 A.M. MOTION
SECONDED BY JULIE JELEN. MOTION CARRIED UNANIMOUSLY, 5-0.

RECORDED BY: Beth

DATE APPROVED: Green
May 27, 2021

ATTEST: 