

**City of Delano
Parks & Recreation Commission
Minutes from Wednesday, May 31, 2006**

Call to Order

The meeting was called to order at 6:40 pm.

Roll Call:

Mary Ditty
Chris Hart
Phil Kern, City Administrator
Mike Lindquist
Joe Schleper, Chair
Lori Shoultz
Jon Steinmetz, Council Liaison

Approval of Agenda

Without objection the Committee approved the agenda.

Review Minutes of April 26, 2006 Park and Recreation Committee

Will review at June meeting.

Order of Business:

A) Central Park Project--Wrap up Phase 1.

Play Area equipment has been installed. Amenities still needing to be completed: lighting for parking lot area, drinking fountain, barbeque pits and installation of "mini biff" and permanent housing structure. Sod should be installed during the week of 6/5/06. A large boulder engraved with park name (Central Park--Big Rock Play Area) will be placed at entrance of play area. Phil Kern reported that Kent was checking to see if the texture on the seat wall could be modified to obtain a more smooth finish.

Phil Kern presented proposed and actual budgetary expenses. Phase 1 was completed \$53,600.00 under the projected budget (\$290,000 vs. \$236,400 actual cost).

B) Discuss Phase 2 of Central Park.

Carry over notes from April 26, 2006: Briefly reviewed Phase 2, which includes ball fields #1-#4, closure of the road up to the existing concrete slab, and installation of curbing and parking near field #4. Committee asked that Phil Kern discuss with the Kent the feasibility of the following:

Ball field #2: increasing field size to 320 at lines and 360 at center.

Ball field #3 and #4: increasing field size while maintaining constancy of size between these two fields (Committee recommends that these two fields be the same size).

New notation: Committee would like to consider installing/upgrading irrigation and lights for each field.

Phil Kern will report on the wetland boundaries and survey at the next meeting. The Park

Committee asked that the survey begin at the west edge of the road and include all 4 ball fields. If everything is approved it is feasible that construction of this phase could begin by August 1, 2006.

Regarding the ball fields the Committee discussed the need for maintenance items to be placed at the fields (for example rakes). Jon Steinmetz requested that he be informed of any meetings regarding field maintenance and/or expectations. Committee asked that Phil Kern direct City Staff to check on Field #9 and the four fields at the school after receiving comments regarding maintenance and "ridge" formation.

C) Future park planning.

Phil Kern informed the Committee that they will be asked to review the master plan for the park area located within Clover Springs (and adjoining 3 other developments) at the next meeting. Phil discussed with the Committee the idea of involving current Clover Springs residents in the development and installation of amenities within this area. Will discuss further at June meeting.

D) Open Park Items:

D1) Recreational Task Force.

Dianne Johnson, Director of Community Education asked the Park Committee for feedback regarding the scheduling process and community comments. Discussed fee structure and the need for Community Education to be willing to work with and negotiate fees with specific groups. Phil Kern reiterated that the purpose of the fee schedule is to help cover maintenance costs and to do so in a manner that spreads that cost among all users. The Park Committee suggested that the Recreation Task Force meet with various athletic groups in mid to late August in order to get direct feedback regarding the scheduling and fee process. In addition, Mike Lindquist stated that it is imperative that organizations are aware of the fee structure in order to adequately prepare their own fee schedules.

D2) Summer programming for Middle School students.

Committee discussed with Dianne Johnson the need to further promote this programming. The Committee suggested that Community Education discuss this program with local youth church groups and consider asking the school to provide a brief announcement each morning.

D3) Cost and maintenance of specific park amenities.

Committee discussed that "mini biffs" located on school property are paid for by the school and those located on city property are the responsibility of the City. Committee questioned if it was feasible and cost effective to have one company provide this service (mini biffs) for both the school and City. Joe Schleper agreed to check on pricing and company utilized by the school. Committee also discussed the need for increased maintenance and number of garbage receptacles.

D4) City Council Request.

The City Council has requested that each of the Commissions meet at least once each year with the City Council Members. The Park Commission agreed to meet in late summer or

early fall. A tentative date of Tuesday, August 8th, 2006 was proposed.

Adjournment

The meeting was adjourned at 8:25 pm.