

**MINUTES
CITY OF DELANO
Park and Recreation Commission
Wednesday, January 23, 2019
5:00 PM**

1. Call to Order

Chair Tom Schaffer called the meeting to order at 5:00 pm

2. Roll Call and Approval of Agenda

Members present: Sarah Berres, Chris Runke, Tom Schaffer, Marnie Lucas, Sean Peterson, Jon Werth, and Joe Schleper

Members absent: None.

Also present: Jon Sutherland, City Council Liaison; Phil Kern, City Administrator; Sabrina Hille, Management Assistant.

Kern requested to add a discussion regarding the proposed Greywood Preliminary Plat to the agenda.

Motion by Lucas to approve the agenda with the addition of “Discuss Greywood Preliminary Plat”, seconded by Peterson; motion carried.

3. Minutes

A. October 2018 Minutes

October and November 2018 minutes to be submitted at the following meeting.

4. Order of Business

A. Update on Hockey facility discussion

Kern provided an update on recent user group meetings with stakeholders in the hockey community. Kern provided the following background:

Since 2001, the City has maintained the hockey rink next to the Delano Area Sports Arena, as well as skating areas around town. Over the past twenty years, those skating areas have been in several parks, primarily Central Park with occasional parks in other neighborhoods around the community. The lease with the School District for the boarded hockey arena expires in the spring of 2020. The Park Board has also received feedback from both residents and hockey user groups that community public ice facilities should be improved.

The City has budgeted \$150,000 in 2019 to invest in an improved public skating and hockey facility. In 2018, the Park Board encouraged staff, along with Council Liaison Sutherland and Commissioner Lucas, to meet with stakeholders and develop options for developing an improved skating facility.

Kern shared with the Commission that in December 2018, the stakeholder group met and reviewed five locations around the community. The City Planner assisted with layouts of the potential locations, identifying the strengths and weaknesses of each. The stakeholder group preferred to further explore two sites: the existing compost site and the land the City is acquiring via Contract for Deed from Arlene Litfin.

The Commission discussed both sites and encouraged staff to proceed. The Commission requested more detailed drawings indicating the viability of each site, the work needed to build out each site, and the subsequent investment needed. Kern stated the representatives would continue to work with the stakeholder group to those ends and report back at a future meeting.

No further action was taken.

B. Highland Ridge Park process and timeline

Kern reviewed a plan with the Commission to accomplish the 2019 Highland Ridge Park improvement project. Kern stated that the City's Capital Improvement Plan budgeted \$75,000 in 2019 to complete the first phase of the park plan in Highland Ridge. Kern and Hille presented the following timeline:

February 13 – Conduct a public meeting with neighborhood members to seek input on the first phase.

February 27 – Park and Recreation Commission reviews input and staff recommendations, develops a project Steering Committee consisting of neighborhood representatives and Commission member(s), and provides a recommendation to the City Council.

March 5 – City Council reviews plan and provide direction to staff as to how to proceed.

March-May – Staff finalizes construction plans with the assistance of the Steering Committee, seeks bids, presents to Council for final approval.

May-June – Construct improvements.

The Commission discussed the Park Master Plan developed in 2017 and the proposed uses. The Commission agreed with the outline and timeline for public input. Berres requested that the public notice include the Clover Springs neighborhood as well and that the City provide an online opportunity for feedback as well. The Commission agreed without objection to these requests.

C. Splashpad policies and procedures, 2019 operations plan

Kern reviewed the 2018 Splashpad season summer with the Commission and talked about the 2019 plan of action. Some of the staff-recommended actions include considering pay rates for 2019 staff, including returning staff, with the goal of retaining trained workers; having open hours start earlier in the day on Monday and Wednesday to accommodate user requests (the water heater will help); have reservable “party blocks” continue in the mornings on Tuesday, Fridays, and Sundays, and in the evenings on Mondays and Wednesdays; and consider changes to the concessions menu to add new products for purchase, especially soft-serve ice cream.

The Commission agreed with those recommendations and discussed at length the goal of retaining existing staff. The Commission recommends staff train seasonal staff members on maintenance to reduce the impact on full-time Public Works staff members. Lastly, the Commission requested staff explore opening earlier in the day on Saturday similar to what staff proposed for Monday and Wednesday.

D. Litfin Park with Wright County

Hille presented to the Commission a summary of recent discussions with Wright County Parks Director Marc Mattice. The 2019 Park Capital Improvement Plan contains funds for master planning the Litfin land and the Commission directed staff in 2018 to explore working with the County on a joint park (similar to discussions several years ago with the County and Township). Hille stated that the Mattice is very interested in working together and reacted favorably to some past ideas generated by the Commission, such as a 3-D archery range, cross-country skiing trails, and disc golf. Hille stated Mattice is planning to discuss the potential for a partnership with the Wright County Parks Advisory Commission in March.

Schaffer asked if the potential for an ice skating facility on the site would complicate potential relationships with the County. Kern stated that the County wouldn't likely participate in that active play element, but would rather assist in programming the remaining land.

The Commission recommended staff continue to work with Mattice and start the process of developing a master plan.

E. Update on lights and Grandstand improvements at main baseball stadium

Kern updated the Commission on the progress with the new lights and Grandstand roof extension project. Kern stated that the lights are planned for installation the week of February 11, and the Grandstand roof work would follow. Both projects are targeted to be completed before baseball games this spring.

F. Discuss Greywood Preliminary Plat

Kern shared with the Commission the preliminary plat application submitted by Hartmann Communities for the Greywood subdivision. Kern shared that the plan is essentially the same as what the Commission reviewed in October when Terry Hartmann attended the Commission's meeting and offered explanations for his plan.

The Commission supported the concept and asked staff to present back a more formal park plan before final plat approval and development agreement execution

5. Other Business

6. Adjournment

Motion by Runke to adjourn the meeting, seconded by Werth; motion carried. The meeting was

adjourned at 6:35 pm.

Next meeting:

Highland Ridge Park Neighborhood Meeting, Wednesday, February 13, 6:30pm

Regular Meeting, Wednesday, February 27 at 5:00 pm.