

**MINUTES**  
**CITY OF DELANO**  
**Park and Recreation Commission**  
**Wednesday, July 25, 2018**  
**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, and Joe Schleper

Members absent: Marnie Lucas, Sean Peterson, and Jon Werth

Also present: Holly Schrupp, City Council Liaison; Phil Kern, City Administrator; Madison Hagenau, Management Assistant; Justin Markon, Recorder

Those present introduced themselves, as there were some people attending their first meeting. Chris Runke is replacing Mike Lindquist on the Commission.

**Motion by Schleper to approve the agenda, seconded by Berres; motion carried.**

**3. Minutes**

- A. Approve minutes of the Park and Recreation Commission meeting of Wednesday, May 30, 2018

Schleper suggested inviting Brennan Slipka to one of the next meetings to share pictures from his recent Eagle Scout project at the labyrinth.

**Motion by Berres to approve the minutes of the May 30, 2018 meeting, seconded by Schleper; motion carried.**

**4. Order of Business**

- A. Splashpad facts and figures

Markon provided an update on operations at the Splashpad since opening day on May 25. Staff are pleased with the number of visitors and positive comments. Schrupp shared her recent experience hosting a party at the Splashpad during the private rental time.

Schaffer noted that during the 4<sup>th</sup> of July Celebration he was concerned that the Splashpad was closed and heard from some families that the water was cold. Kern shared that Landscape Structures has a water heater designed for the Splashpad, which would cost \$6,500 to furnish and install. He said that the plan is to bring this proposal to the City Council in August.

Schleper asked about analysis for tracking revenues and expenses, and Markon replied that

staff will compile final numbers at the end of the season.

Matt Hagen, a Woods Creek resident, suggested a Facebook poll to ask for people's thoughts on expanded hours, heater water, and other operations.

#### B. Capital Improvements discussion

Kern explained the Capital Improvement process, which is a part of the City's overall budgeting process that will start in August. The Park and Recreation Capital Improvement projects are designated with funding sources of the Park Dedication Fund and Liquor Fund. Each project also has a corresponding description, which staff will create.

Kern stated that the Park Dedication Fund has a positive balance of approximately \$70,000. He also said that he anticipates generating \$150,000 to \$200,000 in Park Dedication Funds in 2019. Kern suggested eliminating the existing Capital Improvement projects list and instead look at the brainstorming list of projects that has been compiled using a shared Google Doc. Furthermore, he suggested a focus to allocate the existing \$70,000 for 2019 and planning for \$150,000 for future projects.

Berres shared that she would like to see cost estimates for existing items on the brainstorming list, which Kern said staff could compile.

Schaffer asked if funds could be set aside for studies, which Kern said would be possible.

Regarding the Litfin park site, commissioners suggested staff reach out to Wright County for input on a county park option, which was discussed a few years ago.

Schaffer asked Commissioners to send comments to staff regarding items on the current brainstorming list within a week's time. Staff will compile item costs along with additional priorities from the City Council and staff. Further discussion will take place at the August 2018 meeting.

#### C. Woods Creek park improvements

The Hagen Family and Rachel Halbersma, all Woods Creek residents were present to share their ideas for improvements to the Woods Creek park. Kern noted that this discussion can also be intertwined with the Capital Improvement discussion.

Molly and Matt Hagen shared that many young kids use the park area along with the trail. They also noted that the park has not received updates recently and the current infrastructure looks outdated and could pose some safety risks. Specifically, they noted the space net and play bars.

Kern noted that the bars were installed in 1999 or 2000 and the space net in 2004. He said that if the plan is to keep the facilities, the City will have to complete some maintenance work around the edging of the play areas at a minimum. He also shared that there are some drainage

concerns with water unable to reach the wetland to the north of Woods Creek Drive residents. A storm drain system was installed in November 2017 to help alleviate some drainage issues. Water still pools in some areas, and the City could install more infrastructure and create a drainage swale. However, the current playground creates an impediment to proper drainage.

Commissioners and guests discussed possible solutions for the park, including relocating a small play structure like a space net to the area by the sport court or another level, dry area.

Runke asked about the general timeline for this process. Kern replied that City staff can inquire from Landscape Structures about a demo piece of equipment or work to design a new piece. The Public Works department will complete drainage work and maintenance of the existing play structures that will remain.

**Motion by Schleper to recommend to the City Council the removal of the small bars play area, create a drainage swale, replace the edging around the current space net, and seek a new play structure item from Landscape Structures, seconded by Berres; motion carried.**

Commissioners thanked the Hagen Family and Rachel Halbersma for bringing their thoughts and concerns to the Commission.

#### D. Parkview Hills park improvements

Markon shared the concerns brought by Dan Menk, a Parkview Hills resident, which were also emailed to Commissioners. In his email, Mr. Menk shared that he believes there can be improvements made to the open play area in the Parkview Hills park with regrading and irrigation. Markon noted that he, Kern, Mike Huncha, Public Works, and Mike Jenson, a landscape professional, met at the park earlier in the week to discuss options in the park. From that discussion, staff saw three options, to do nothing, to follow a weed killing and re-seed for good grass, and to regrade and irrigate the field. In Jenson's estimation, weed and feed would cost \$1,200 a year, and a regrade and irrigation would cost \$100,000.

Schleper and Kern noted that previously there was an ice rink on the field, which could have caused some of the grass to die and irregular grading. Runke also noted that in his experience there is limited parking near the park. Schrupp noted that the park would also be better served by trees or other shade.

Commissioners also discussed the playground area of the park, which could include long-term upgrades including a sport court and bathroom facility. Kern noted that the City can purchase small nets for the park from the general budget.

**Motion by Berres to recommend application of a weed and feed schedule to the field, seconded by Schleper; motion carried.**

### 5. Other Business

There was no other business to discuss.

## **6. Adjournment**

**Motion by Schaffer to adjourn the meeting, seconded by Berres; motion carried. The meeting was adjourned at 6:25 pm.**

**Next meeting: Wednesday, August 29 at 5:00 pm.**