

**MINUTES**  
**CITY OF DELANO**  
**Park and Recreation Commission**  
**Wednesday, July 24, 2019**  
**5:00 PM**

**1. Call to Order**

Chair Schafer called the meeting to order at 5:00 pm.

**2. Roll Call and Approval of Agenda**

**Members Present:** Jessie Koch, Tom Schafer, Joe Schleper, Jonathan Werth, Sean Peterson, Marnie Lucas, Chris Runke,

**Members Absent:** Councilmember Jon Sutherland, Sarah Berres

**Also present:** Phil Kern, City Administrator; Ada Moreno, Management Assistant

Tom Schafer requested to add discussion of Chair Position to the Order of Business.

Administrator Phil Kern requested to add Dog Waste Stations to the Order of Business.

**3. Minutes**

A. June 2019 Minutes

**Motion by Werth and seconded by Jessie to approve the minutes as presented for June 2019.**

**4. Order of Business**

A. Chair Position

Tom Schafer began the discussing by stating he has decided to step down as Chair for the Board. Due to his schedule and other community commitments he is unable to dedicate as much time to the position. Schafer recommended Jonathan Werth for the Chair Position.

**Joe Schleper made motion to approve the appointment of Jonathan Werth to Chair, Sean Peterson seconded.**

B. City Park Priorities

The Commission discussed potential park projects and current park dedication. On discussion of how the park projects will be financed the Commission also discussed the options of paying in cash and saving for the projects. The Liftin grant was brought up as a grant option for the Liftin Property Park Plan.

The park projects planned for 2019 that have been competed as of July were the purchase of portable fencing, the roof extension on the main baseball field grandstand, and the installation

of Highland Ridge playground. The warming house with ice rinks, Litfin property master plan, and tree care and replacement are projected to be completed by the of the year.

Upon discussion of the park projects planned for 2021 Phil recommends taking Tiger Dr off the list. He also recommends moving the Trail Connections project from Park Dedication to Street Tree Construction projects.

Central Park Improvement projects: Joe Schleper suggested the installation of lights on baseball field should be a short to mid-term goal. He added that they would add a source of revenue if games could be played at night. The Commission proposed 2024-2025 for the field lights project. The replacement of the beer and bingo stand is proposed for 2020-2021.

Phil Kern discussed the City's storage needs for group events and programs. Kern suggested the possibility of adding a storage facility on the concrete pad located in 3<sup>rd</sup> St N. This location was also discussed as a site for a shelter. Tom Schafer mentioned that events like the Taste of Delano could make use of it. Marnie Lucas inquired about the possibility of a restaurant in that space. The Commission discussion a 2021 project date and discussed this would entail underspending in 2020 and 2022. The Commission suggests engaging the 4<sup>th</sup> of July committee for a portion of the yearly costs of the facility.

Jessie Koch inquired about the relationship between the 4<sup>th</sup> of July Committee and the City. Phil Kern discussed the committee is made up of 5 groups in town that run independently from the city. The proceeds made during the 4<sup>th</sup> of July celebrations are primarily shared between the 5 organizations, with the City only receiving donations from the Committee.

Hockey Rink: Phil Kern suggested the concrete slab by 3<sup>rd</sup> St. N as a potential location to install ice ricks. He added that the location would be functional as a hockey and multipurpose area for public skating and for renting out to groups.

Big Rock Park: Phil mentioned the equipment is planned to be renovated this year.

Permanent fencing between Central Park parking lot and River St: the goal behind this objective is to put a fence in the parking lot so people use the crosswalks. Crowd control is becoming an issue in the area. Chair Werth suggested this could be a short-term goal for 2020. Marnie Lucas mentioned signage could also help with public safety concerns.

Develop park land in Riverfront Park/Art Walk Area: Phil discussed potential public art locations. The Commission discussed that a bridge and public art would provide a positive aesthetic appeal to the area. Different funding sources are available from the DNR. The Commission determined having the ice-skating area and wildflowers as mid-term priorities. Phil. Chris mentioned using the site by Babcock Blvd W and Rockford Ave for tennis and pickleball courts. The Commission suggested the parking lot could be a short term for 2022 with the possibility of adding a walking bridge.

Litfin Property Master Plan: Chair Werth suggests the Commission should wait until after the Litfin Master Plan Study is complete before setting a timeline for the project.

**Chair Werth wants the possibility of a campground included into the Litfin Study.**

Western Community Park: Joe Schleper recommends this objective should be a short-term goal. Chair Werth agrees with the acquisition and the planning of the park. The Commission determined 2023 as the year planned for park acquisition and park planning. Park amenities and ballfield were determined to be mid-term priorities between 6-10 years.

Neighborhood Parks: Phil Kern suggests having new signage for every park. The Commission recommends it should be a short-term goal for 2022.

Irrigation at Parkview Hill: Chair Werth recommends making this item a mid-term priority.

Sport Court: The Commission recommends moving this project to 2020 with the Parkview Hills Neighborhood as a priority location. Marnie suggested that a sports court should be placed in the Western side of the City. Jessie mentioned a basketball court could also be placed with asphalt as the materials. The Commission suggested 2022 for a potential Sports Court in Clover Springs.

Picnic Shelter at Barb King Inspiration Park: Discussion revolved around needing restrooms and a picnic shelter at the Park. Chair Werth suggests the Commission should wait for LSI to finish their study before engaging them in discussions.

Parkview Hills Trail: Phil Kern suggested placing item into the capital improvement plan.

Trail systems: Commission's goal is to connect Fox Meadows. Phil suggested the time frame for this objective should be medium priority. The Commission discussed the Riverway Trail System was a long-term plan that will remain on the list.

Update Trail Mapping and Trail Signage: Phil suggested trail signs should be addressed as some of them have started to wear and new neighborhoods are not included in the maps. Marie discussed the possibility of a wayfinding map. The Commission agreed 2022 as year planned for this project.

Repair Johnson St and Tiger Dr: These park projects will be deferred to Street Projects.

Bubble on school turf field: Chair Werth suggests it should be a long-term goal. Discussion revolved around if the project was financially feasible, or if the investment would be able to be recouped from user fees. The group thinks it should be a school-initiated project.

Phil suggested Granite Works Property should be a long-term goal and the Commission agreed with having the Ice facility improvement be a short-term goal.

Canoe landing: The Commission discussed this project needs investment due to its current state. They discussed the possibility of finding another location until a long-term fix is accomplished. The group suggested this item should be a medium to long term priority, and that it should tie up to other projects as Liftin and other river trail projects develop.

**Phil will follow-up with Wenck in terms of stabilizing the bank, and will inquire about the reestablishment process.**

Tree care and replacement: The Commission proposed this can be ongoing every two-years.

Drone video and park pictures: Phil discussed getting drone footage of central park for the annual tournament, and suggested tying this project to signage and mapping.

Garden kaleidoscope: This project was put on pause. The Commission discussed it could be something another group could look into.

C. Update on Public Art Project

Phil updated the Commission on the approval of the Utility Box Wrap Spark Art project. This project features a series of vinyl covers that fit over utility boxes.

D. Update on LSI park equipment donation

Phil updated the Commission on the upcoming LSI park equipment donation. LSI is moving forward with Commission's request to have the new equipment installed in Parkview Hills. They are currently working on the design that was suggest last meeting 60,000 expense.

E. Update on Highschool Tennis Courts Lighting

F. Dog Stations

Phil discussed there is interest from the community to increase the number of dog stations in residential neighborhoods. Samson Streachek, the Summer Intern worked on a map showing how many residential properties are within a half mile of a dog station. Phil suggested that the standard moving forward to adding dog station should be 1 dog service station located 1/2 mile from each home. New dog stations are to be added in Savanna and Highland Ridge. The commission also discussed requests for a dog in downtown or across the river. Phil suggest near the post office could be a good location to have a dog station. Marnie commented that new park installations should also include dog stations.

## 5. Other Business

## 6. Adjournment

**Parks and Recreation Regular meeting was adjourned at 7:17 PM by Chair Werth.**

Next Parks and Recreation Commission meeting is on August 28 at 5 P.M.