



**City of Jordan
Park and Recreation Commission
August 22, 2011**

Members Present: Chair Donna Breeggemann, Council Liaison Thom Boncher, David Hanson, Lance Schmitt, Nancy Murray, Margaret Knutson

Staff Present: City Administrator Ed Shukle, Planning Intern Isaac Kerry

Others Present: Mayor Pete Ewals

1.0 Call to Order.

Chair Breeggemann called the Park and Recreation Commission to order at 7:00pm.

2.0 Adopt Agenda.

Knutson requested adding items 4(b) Park and Recreation Commission Terms and 4(c) School Rep for Commission.

Motion Boncher, seconded Hanson, to approve amended agenda. Motion approved unanimously.

3.0 Approval of Minutes.

A. July 25, 2011 Minutes

Motion Boncher seconded Hanson to approve the minutes as presented. Motion approved unanimously.

4.0 Presentations/Discussions.

A. Introductions

New members Lance Schmitt and Nancy Murray shared introductions with other Commission members and staff.

B. Terms for Park and Recreation Commission

Knutson inquired to staff about current terms of PRC members in order to ensure terms are properly staggered. Staff will investigate and report at next meeting.

C. School Representative for Commission

Breeggemann directed staff to create job description of School Representative position and to advertise to high school and middle school. Senior Planner Joe Janish was going to follow up with previous rep and create a certificate of recognition, staff directed to see if this was done.

5.0 Old Business.

A. Project Updates

Breeggemann inquired as to Park and Trail brochure, staff advised will have information at next meeting.

Shukle advised there are possible legal issues concerning land for Parkland in Wexford Square, will have more information to share at next meeting.

Boncher inquired as to possible Cannon History Flier and whether or not it will be available for Cannon Dedication. Boncher volunteered to create brochure if given materials.

Breeggemann inquired into updates for Upper Bluff to Downtown trail, advised there is currently a legal issue and there will be an update for next meeting.

Knutson inquired if the council was advised about possible money for Cannon Dedication, \$250 for ice cream sandwiches. Staff directed to bring item to council's attention. Staff also needs to inquire to Legion if they will hand out flags or other items.

County Road 66 Trail update requested by Knutson. Hanson inquired if County was putting in money, advised they are not. Shukle advised that grant request is being resubmitted to DNR due to changes in rules, and that Safe Routes to Schools funding request denied. Hanson and other members expressed concern that funding was not completely determined. Shukle advised that developer is currently arguing that money set aside for urban section does not include trails. Shukle advised that project will move forward, but the exact timeframe is still to be determined.

Knutson asked about status of 169 crossing, Shukle advised that application to MnDOT for transportation funds has been submitted. Breeggemann said that Senior Planner Janish had been requested to discuss new striping at current crossing with MNDOT and new signs. Staff will report at next meeting.

Boncher discussed plan to create a planter around sign at Mini-Met. Members discussed if there was a motion or not, determined issue will be discussed at 10/24 meeting of the Commission.

Knutson inquired if there are any updates for the Gravel Pit issue. Shukle advised owner of land will proceed with Environmental Impact Statement process.

Hanson inquired if ¾ access to 169 has begun construction, Shukle advised that the issue is being investigated, as it was slated to begin but the state shutdown seems to have delayed it.

Knutson inquired about having recycling bins in parks for Heimatfest, advised they are in the park. Boncher stated that bins are currently black which makes identifying them as recycling bins difficult. Shukle inquired if more are needed for Heimatfest. Breeggemann suggested asking waste management to provide more recycling bins. Staff will follow up.

B. Restroom Improvements

Shukle shared photos of restrooms in Lagoon Park that had been vandalized. Advised there needs to be supervision of bathrooms in order to ensure new improvements are not damaged. Shared opinion of Public Works Director Dave Bendzick that improvements might not be the best idea due to vandalism. Knutson observed that state rest areas are not vandalized. Boncher observed that no complaints he hears are about vandalism, and since vandalism will happen either way the upgrades should move forward. Hanson agreed that despite concerns of vandalism, improvements must be made.

Shukle asked if any members of the Commission are opposed to Port-a-Potties. No objections raised, as long as they were wheelchair accessible.

Boncher moved, Hanson seconded, motion recommending to the City Council that staff be directed to seek bids for restroom renovation and outlining bid requirements. Discussion of amendments to motion removed stipulation that if the renovation project is deemed impossible the restroom should be torn down and added soap dispensers, air dryers, and a foot wash to the line items requested in the bid.

Revised motion moved by Boncher and seconded by Hanson. Motion passed unanimously. (see attached)

Hanson mentioned adding another sign to area saying it is under surveillance and vandals will be prosecuted may be beneficial.

6.0 New Business.

A. Community Roadway Landscaping Partnership Program

Planning Intern Isaac Kerry shared details of MnDOT's Community Roadway Landscaping Partnership Program with the Commission. The program provides funding for communities to undertake landscaping improvements along state highways.

Knutson asked if tree pruning along Highway 21 would be undertaken, Hanson advised that area was not state land and would not be covered.

Knutson discussed the lack of trees along 282 creates a very different feel when entering community. Shukle stated that utilities present might present problem for planning new trees along this area. Schmitt stated that due to possible MnDOT work on road any improvements might be removed in the future. Hanson stated that if MNDOT eliminated landscaping they would have to replace it. Shukle observed that businesses in the area might resist trees being planted due to visibility issues.

Staff directed to create overview of potential tree planting along Highway 282, including topographic maps for next PRC meeting. Staff also directed to examine landscaping along CR 9 to city limits. Shukle advised trees along CR9 may need to be removed if 169 interchange is built.

Knutson discussed working with businesses along route about possibly sponsoring trees or giving donations.

7.0 Planners Report.

A. PEI and Parkland Dedication Account Information

Shukle reviewed current figures for Park Land Dedication Fund (\$152,756.35) and Park Equipment and Improvement Fund (\$104,460.46).

Knutson inquired as to Rice Street Bridge project. Shukle advised project is currently being discussed with Army Corps of Engineers.

Discussion of whether or not an additional \$100,000 would be removed from Park Land Dedication Fund. Knutson noted that in February fund stated that \$100,000 will be taken for bridge project and it no longer says that. Staff directed to come back with more comprehensive report of fund levels.

Boncher noted discrepancy between Park Land Dedication Fund levels from July to August. The August report indicated a decrease of \$283, but looking at fund totals month-to-month shows a decrease of over \$4000. Staff will investigate.

8.0 Commissioner Report.

Knutson inquired if new commissioners can get a copy of the park master plan and walkability study. Staff will provide at next meeting.

Knutson also indicated that the PRC would like to start a capital plan. Would like information from Public Works on their maintenance plan in order to coordinate planning.

Knutson also requested being advised when a motion the PAC makes is on the council agenda. Shukle advised to use email notification tool to get updates on council agendas. Murray suggested council minutes be included in packets. Hanson suggested Boncher keeps a list of any motions made in PRC and reports on their adoption by the council.

Breeggemann suggested adding section to agenda 8(a), Council Liaison Report and 8(b) Commissioner Report.

Murray volunteered to research alternative surfaces for playground. Also discussed crosswalk on Broadway Street and Water Street. Murray inquired if some sort of welcome banner could be placed between light poles.

Hanson mentioned Pruning along Sand Creek. Requested that city engineer ask DNR for guidelines as to what can be done.

Hanson also discussed trail along 190th, will be added to agenda for next PRC meeting.

Hanson also noted that any discussion of the library should include green space.

Boncher advised that he had been approached by citizens wishing to donate money to a fireplace for the library. Shukle will follow up.

Breeggemann asked why linden tree on corner of Broadway and Water was removed. Staff will check.

Breeggemann stated she was approached by Bob Huss, who stated that the Mdewakanton Sioux community might be willing to donate money to Holzer, specifically upgrading restrooms and concession stands and backstops.

9.0 Adjournment.

Motion Boncher, seconded Knutson, to adjourn the Park and Recreation Commission meeting at 9:25 p.m. Motion unanimously approved.

Respectfully Submitted,

Isaac Kerry
Planning Intern

Motion to Seek Bids for Lagoon Park Restroom Facility Renovation

Approved unanimously

The Parks and Recreation Commission moves that the Planner seek a minimum of two quotations from qualified contractors for complete refurbishment of the Lagoon Park restroom facilities.

The specifications for bidding are to include, in both the Men's and Women's restrooms:

- Interior painting
- Stripping and sealing floors
- Soap dispensers
- Hands-free air dryers
- Hands-free faucets
- Motion flushing urinals (Men's restroom only) and toilets
- Warm water mix
- Diaper changing stations
- Power (wind or electric) ventilation
- Rustproof partitions
- Remediation of sewer gas odors outside the restroom doors
- Improved lighting, with a mix of manually switched and motion detector lights if possible
- Closed and painted ceilings
- Exterior surveillance cameras
- Outdoor footwash/shower

This work is to be completed by May 4, 2012.