

**PARK AND RECREATION COMMISSION
MEETING MINUTES
Friday, December 8, 2017**

Members present: Dave Barsness, Dorothy Dybvig, Karry White, Mary Franklin, Tony Vavricka, Tesla Chester, Eric Sturtz; Council Liaison Tim Franklin

Members absent: None

Staff Present: Administrator Kathy George, Streets & Park Supervisor John Mikrot; Utility Billing Clerk Leaha Jackson

Guests: None

Call to Order

Chair Barsness called the meeting to order at 8:05 a.m.

Agenda

Motion White, second Chester, to approve the agenda as presented. Motion passed 7-0.

Minutes

Motion White, second Franklin, to approve the minutes of the November 9, 2017 meeting as presented. Motion passed 7-0.

New Business

- A. Timber Sale – KREEC Site – The City Council approved a Timber Sale Contract with Erik Eggen to harvest about 600 cords of aspen, 75 cords of birch & maple pulp, 100 cords of fuel chips (small pine, tops, limbs and dead branches). Oak and large pine trees will be preserved. The areas affected are in the KREEC site and also a portion of the new Industrial Park. The estimated value of the harvest to the City is \$19,100.

Administrator George suggested a portion of the proceeds be used to complete the bridge that was built on the KREEC property. Commissioners stated that there was a development plan for this property. They also stated that there is a pot of money somewhere from the last time the City harvested the site; perhaps set aside for the Tree Board. George will research these things and bring more information to the next Park & Rec Commission meeting.

- B. Special Event Permit – Ice Fest – The City received a Special Event Permit Application from the Minnesota Climbers Association for Ice Fest, which is scheduled for January 5-7, 2018. The City does not charge a fee for Special Event Permits. Commissioners discussed providing port-a-potties. Typically, the City has paid for two. Consensus was that the City pay for them again this year, but perhaps split the cost next year.

After discussion, motion by Vavricka, second by Chester, to recommend the City Council approve the Special Event Permit for Ice Fest with the following conditions:

- **Fires are only allowed in fire pits, as follows:**
 - **1 existing fire ring across from the bathroom by the picnic pavilion**
 - **3 existing fire rings in the camping areas**
 - **1 fire area by the climbing wall**
- **Cutting of trees for firewood is not allowed;**
- **Designate an area for vehicle parking, with signage;**
- **Portage only to camp sites – no vehicles;**
- **The Sheriff’s Department should be made aware of the event;**
- **The City will provide 2 port-a-potties.**

Motion passed 7-0.

The Commission discussed the practice of individuals using the climbing wall to provide instruction. These individuals charge the students for the instruction. The question was raised whether or not the City should somehow charge for the use of the climbing wall. After much discussion, consensus was not to try and manage that practice. Commission Members are pleased that people are coming to town to explore Robinson Park.

Also, after last month’s mention that more communication with the MN Climbers Association would be appreciated, the Commission has been receiving regular updates regarding their planned work days, projects, and events. Commissioners expressed appreciation for opening the lines of communication.

Continuing Business

- A. Legacy Grant Review – At the November meeting, the Commission discussed changing the focus of the Legacy Grant Application and/or scaling back the project to \$800,000 because the City has the 5% match for that amount (\$40,000) on hand. Commissioner White noted that many of the estimates used for the project seem quite high – such as, \$250,000 for the picnic shelter/plaza. Commissioners discussed priorities, concluding that the focus for the next grant application should be the trail from upper to lower Robinson, the trail along the shoreline, portages, bathroom, and addressing stormwater runoff. These ideas will be shared with Candace Amberg of WSB. Revised cost estimates will be reviewed, along with the contract with WSB, at the next Park & Rec meeting.
- B. Angle Park – The Application for the Purchase of Land has been submitted to BNSF. Cathy Clune with BNSF came to view the property. She informed staff that she is working on a major project that needs to be completed by the end of the year. She asked if we could check back with her in January.
- C. Gin Pole – Mikrot will get quotes to repair the base with cast-in-place concrete in the spring.

- D. Hockey Rink Update – Ross Degerstrom has been working on the work he was authorized to do prior to the liner being placed. Once the weather gets cold, and stays cold, about 8 people will be needed to help place the liner. Staff will see if the Firefighters will be available – this will be coordinated with Degerstrom.
- E. Stage at Robinson Park – Mikrot will get quotes in the spring to (1) repair what's there, or (2) build a new stage over the existing structure.
- F. Park Land Swap – Old Tennis Courts – All required documents have been completed. The City Council approved the amendment to the grant agreement. Once the deed restriction document is recorded, the land swap will be complete.
- G. Rink Maintenance & Warming House Attendant – The City received one application for the position. Staff contacted Phase to see if they are interested/able to partner with the City on the assigned duties; however, they have declined the offer. The ad is running again for another 2 weeks, with the pay increased from \$10/hour to \$12.50/hour.
- H. Camping Registrations – There was 1 registration for 2 nights of camping during the month of November.

Other

The City received an inquiry from another Boy Scout Troop looking to book a group camp site in Robinson Park the weekend of June 8-10, 2018. Commissioners discussed the possibility of creating a group camp site. This item will be placed on the January agenda for discussion.

George contacted the Lamar company about potential billboard advertising on north-bound I-35 in either Chisago or Pine County. Currently, 8 locations are available. Prices range from \$675 to \$1,200 per 4-weeks with production costs ranging from \$600 to \$860. This may be something to explore to promote Robinson Park.

Work has been completed from the Inspection Forms that were submitted last month for Train Park and Angle Park.

The latest edition of Explore Minnesota Tourism includes an article on ice climbing, mentioning Robinson Park and the upcoming Ice Fest with some great pictures.

Adjournment

Motion White, second Dybvig to adjourn the meeting at 9:10 a.m.

Respectfully submitted,
Kathy George, City Administrator