

PARK AND RECREATION COMMISSION
MEETING MINUTES
Friday, May 11, 2018

Members present: Dave Barsness, Dorothy Dybvig, Eric Sturtz, Tony Vavricka, Karry White

Members absent: Mary Franklin, David Chasson; Council Liaison Tim Franklin

Staff Present: Administrator Kathy George

Guests: None

Call to Order

Chair Barsness called the meeting to order at 8:10 a.m.

Agenda

Special Event Permit and Train Park Kiosk were given as additions to the Agenda. **Motion White, second Sturtz, to approve the agenda with the additions. Motion passed 5-0.**

Minutes

Motion Sturtz, second White, to approve the minutes of the April 13, 2018 meeting as presented. Motion passed 5-0.

New Business

- A. Robinson Park Toilets – Administrator George reported that she received a proposal from George Castonguay, Paul’s Portables, to provide regular maintenance at the vault toilets in Robinson Park. Castonguay also maintains vault toilets for the DNR and has all of the necessary equipment. The proposal includes cleaning the skylights, mounting hand sanitizers and filling them with solution; adding 10 gallons of bio blue chemical; spray wash walls, floor, and toilets; squeegee floors; add stickers and signs about trash; spray disinfectant; spray deodorizer & air freshener into screen windows; change trash bags weekly; change toilet paper position and add additional holders; monitor the depth of the tank (to determine if there is a leak). Castonguay would provide these services for \$85/week.

George reported that she felt the proposal was very reasonable and wanted to implement the program as soon as possible. So, she directed Castonguay to start the week of May 1st. Commissioners noted that they have already received positive comments about the changes.

- B. Special Event Permit – Trinity Lutheran Church – The City received a Special Event Permit Application from Amy Munson on behalf of Tracy Lutheran Church (Tracy, MN). They are planning a youth mission trip billed as “Tracy Lutheran Mystery Trip” and plan to camp at Robinson Park June 24-26. They anticipate having 8 adults and 31 kids.

The request was received after the last Park & Rec Commission meeting; therefore, it was placed on the May 2nd City Council agenda for approval 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**
- **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 Council approved the request. Administrator George just wanted to keep the Park & Recreation Commission members informed.

C. Train Park Kiosk – One of the priorities that was noted at last month’s brainstorming session was informational kiosks. Commissioners had stated that perhaps something can be done at the kiosk in Train Park. Administrator George contacted Craig Saari, Colors by Craig. He informed her that he could design weather proof posters for each of the panels at a cost of about \$50/each. George asked for a couple of Commissioners who would be willing to meet with her and Saari to design the panels. Commissioners Barsness and Sturtz offered to help. A meeting will be set up in the near future.

Continuing Business

A. Brainstorming Session Follow up – Commissioners reviewed and discussed the results of last month’s brainstorming session:

(3) Develop Big Spring Falls Area	(5) Acquire Angle Park from BNSF
(2) Signage to Parks	(3) Climbing Boulders in town
(4) Bike Trails – improve/maintain connection to Munger Trail	(3) Enhance Train Park – Town Square
(1) Pedestrian Connections	(3) Community Center
(2) Playground area downtown	(1) Develop Community Park System Plan
(1) Cavitory Trail to access town	(2) Arts in the Park event
(1) Tennis courts / Volleyball	(1) RV Park
(4) Information kiosks	(2) Public Art / Murals
(1) Mini golf / driving range / laser tag / paintball area / disc golf course	

Robinson Park	
(8) Current Legacy Grant Application/Project	(2) Small Playground area at Robinson Park
(3) Robinson / Banning Connection	(1) Continuous path from old quarry to new dam
(1) Art Walk Bridge over River	(1) Camper cabins at Robinson
(1) Trail markings to park	(2) Develop historic dam overlook site
(2) Replace / Improve Stage	(1) Surf Park
(2) Improve River access	(1) Drinking Water
(2) Remove dam	(2) Historical interpretation info at Robinson

(3) Upper Robinson (parking, playground, trails, camp sites, restrooms, picnic shelter)	(4) Lower Robinson – South (vault restroom, overlooks, trail system, interpretation, picnic shelter, parking, pedestrian bridge, signage, bank stabilization)
(4) Lower Robinson – Central (trails, restroom, overlooks, interpretation, picnic shelter, parking, signage, bank stabilization, youth play/instruction, river access/portage, dam overlook, plaza, guy derrick display, gathering area)	(1) Lower Robinson – North (trails, interpretation, river access/portage, picnic shelter, boardwalk) Yellow highlighted items are included in the current Legacy Grant Application.

The following was discussed:

- The County is planning to add the Munger Trail connecting segment to an upcoming 2019 project.
 - Arts in the Park is proceeding on Tuesdays in June. Commissioners Vavricka and White have been working with Administrator George on the details. They hope to have the bands and the feature events lined up by the end of the day today so that promotion/advertising can begin.
 - The mural project is proceeding as planned, with the community paint portion scheduled for August 3-5.
 - Commissioners were in favor of pursuing options regarding dissolving Angle Park and relocating the skatepark, perhaps adding a basketball court at the new location. It was suggested to contact the School District about the lots they still own by The Rock. Administrator George will follow up on the possibilities.
 - Although a playground area downtown only received 2 votes, George reported that there is interest in the community to develop one. She will reach out to those interested to see if they are willing to fundraise and work on a design and location for the new park.
 - Although the Group Camp Site at Robinson Park did not receive any votes, George stated that it is becoming a necessity with the number of requests for group camping the City has been receiving. Commissioners Vavricka and Barsness agreed to meet further with George to identify a desired location that could be designated for group camping.
 - Commissioners were given a packet from Candace Amberg, WSB, for the upcoming Legacy Grant application concerning Robinson Park. All were asked to review it and provide any thoughts/comments at the June meeting.
- B. Spring Clean Up – April 28th at Robinson Park – about 14 people were on hand; Alana Tyson had about 20 girl scouts and leaders out and about at Train Park, Angle Park, and Johnson Park. James Loveridge with the Minnesota Climbers Association is planning another clean-up day at Robinson Park on Saturday, May 19th.
- C. Arts in the Park – Tuesdays in June. Duties were divided up between Vavricka, White, and George.
- Line up artists – *Commissioner Vavricka has 3 scheduled; he will secure the 4th band soon so that White can begin advertising.*

- Line up food vendors – *Administrator George reported that the American Legion plan to offer brats, hotdogs, fries and beverages; the Dairy Association will offer ice cream.*
- Line up presentations/featured items – *Administrator George reported that the programs will be: Kettle River Watershed Mural Project, Hardwater Sports, The Tree House, and (hopefully) the Audubon Society which still needs to be confirmed.*
- Promotion / Advertising – *Commissioner White is working on this and needs the final details from Vavricka and George.*
- Restroom facilities – *Administrator George has contacted Paul’s Portables.*

George reported that she is securing the required music licenses. Two organizations are involved – BMI (which is \$349/year) and ASCAP (which is \$348/year). She is also having the large banner modified to read “Tuesdays” instead of “Wednesdays”.

- D. Kettle River Watershed Mural Project – the Quarry Lions, Sandstone Lions, and Sandstone Area Chamber of Commerce were all asked if they would consider participating in the project (\$750 each). The Sandstone Lions have contributed \$750. The Chamber and Quarry Lions have declined to participate, leaving a \$1,500 shortfall for the project. The grant from East Central Regional Arts Council has been approved for \$7,000.

Previously, the Commission had agreed to contribute \$2,250 towards the project. George asked if they would be willing to recommend the City contribution be \$3,750. She stated that the money can come from the Capital Improvement Fund (401) – Small Park Projects line item. Commissioners were comfortable with this.

- E. Angle Park – As noted previously, Commissioners are discussing the possibilities of dissolving Angle Park. This would involve relocating the skatepark and possibly also adding a basketball court to the new location. The hockey rink would be dismantled; perhaps the hockey boards can be sold to another community/interested party.
- F. Gin Pole – Streets and Park Supervisor Mikrot will start getting quotes – *Mikrot was not available at the meeting; therefore, no update was received.*
- G. Stage at Robinson Park – Chair Barsness, Commissioner Vavricka and Administrator George will set up a time to meet with Mike Johnson about the possibility of replacing the stage with large sandstone boulders.
- H. Robinson Park Camping Registrations – There were 9 registrations for 9 nights of camping in April.

Other

Inspection forms for Robinson Park and Johnson Park were turned in.

The Commission reviewed a performance report from Google for April regarding Robinson Park. 11,565 people found Robinson Park on Google; 125 asked for directions; 40 visited

the website; 5 called City Hall; and one comment was made: “Nice trails, beautiful and right on the Kettle River.”

Adjournment

Motion White, second Vavricka to adjourn the meeting at 8:55 a.m.

Respectfully submitted,
Kathy George, City Administrator