

**PARKS AND RECREATION COMMISSION
MEETING MINUTES
Friday, July 9, 2021**

This meeting took place in-person and via Zoom Video Conference

Members present: Dorothy Dybvig, David Chasson, Dave Barsness, John Gaede, Tony Vavricka, Karry White

Members absent: Oliver Dykstra

Staff Present: Administrator Kathy George, Streets & Parks Supervisor Craige Hiler

Other: Council Liaison Val Palmer, Landscape Architect Project Manager Heidi Bringman

Call to Order

The meeting was called to order at 8:30 a.m. by Chair Dybvig.

Approve Agenda

Motion Barsness, second Gaede, to approve the Agenda as presented. Motion passed 6-0.

Approve Meeting Minutes

Motion Chasson, second Dybvig, to approve the minutes from the June 11, 2021 meeting. Motion passed 6-0.

New Business

Eagle Field Improvements – “Wish List” – The three groups who are using the softball field this year were asked for input on needed improvements. They would like a new drag for the infield as well as extending the infield fence 15 feet; S&P Supervisor Hiler will get pricing. He may have some fencing that could be used. Hiler and his crew are also working on killing weeds in the infield, getting more lime on the infield, a new home plate, benches, and picnic tables. Commissioners were pleased that these groups are using the field.

Skunk Creek Park (KREEC) – Minnesota Land Trust - Commissioner Chasson met with Bill Penning of the Minnesota Land Trust on July 2nd; they toured the KREEC property. Penning expressed interest in the property and wants to check with his internal team before proceeding. In the meantime, he sent information for the Commission to review.

Chasson stated that the property is desirable because it is part of the St. Croix Valley watershed and some of its boundaries are protected (DNR property, Banning State Park). The Land Trust welcomes donations of land, but they can also provide funds. They can survey the property and write up the forestry/wildlife plan. Minimal development would be allowed. Commissioners suggested Penning attend the next meeting to discuss the possibilities with the Commission, who can then make a recommendation to the City Council.

Continuing Business/Updates

Heidi Bringman: Robinson Park Legacy Grant Project – Bringman reported that the Topo Survey is done. The CAD files are available to the City, should anyone be interested. The architects and historians are working on the preliminary design for the project, taking into account the information gathered through the Phase 1 Archaeological Survey and the Ground Penetrating Radar that was conducted. She noted that changes to the project layout may be necessary to avoid historic artifacts. Educational signage may be incorporated into the project.

The 50% draft of the Cultural Landscape Report has been submitted to the MN Historical Society, completing milestone 2 in the process. Bringman reviewed some of the pages of the CLR with the Commission. Chapters 1, 2 and 3 have been completed and they are now working on Chapter 4, followed by the treatment section. Commissioners thought it would be a good idea to host a community presentation on the CLR when it is complete.

The Phase 1(a) Legacy Grant application has now been approved for funding. No costs can be incurred for this project before a start date is determined by the DNR. Bringman will prepare a Proposal for Professional Services to incorporate this phase into the Phase 1 project.

A charrette for the Phase 1 design of Robinson Park was scheduled with the Park Commissioners for Thursday, August 19th, from 2:00 – 5:30 p.m. at Robinson Park. In case the weather doesn't cooperate, the meeting can take place at the John Wright Building.

2021 Events – The Commission discussed the following events for 2021:

- National Night Out - August 3: Administrator George reported that Melissa Springer will emcee the event, doing some stand-up comedy. Rob McGown will provide music. FCI Warden Fikes, Sheriff Nelson, Pine County HHS Becky Foss, and Pine County Vets Service Officer Mindy Sandell have all agreed to speak. The City's new Community Service Partner will also be asked to speak. 17 organizations are planning to set up tables with information. Groceries will be purchased from Chris' Food Center with the American Legion cooking and serving. The Quarry Lions will serve the dessert, which the City will also purchase. A flyer will be created and sent out via the Post Office Every Door Direct option.
- Quarry Days - August 13-14: Commissioners signed up to work the booth Friday and Saturday. A tent will be rented. Commissioner Dybvig has a large glass jar to use for accepting donations. A fundraising meter / visual will be created. Pictures of the Panther Park project and the Robinson Park Legacy Grant project will be displayed. Commissioner White has two easels that can be used. George will provide a cooler filled with water for the booth workers. She will also be presenting the Panther Park plans to the All-Class Reunion who are holding their get together at Panther Park on August 14th.
- Robinson Park Fall Clean Up: This is typically held in September/October. Commissioner Barsness will coordinate with the climbers.
- Oktoberfest - October 2: Cheri Holm & Matt Gebhart are organizing a car show. Holm will also contact craft vendors. The Legion may sell popcorn. The Lions will sell beer

and brats. An e-mail invitation has been sent to committee members, hoping to schedule a planning meeting in the near future.

Robinson Park

Camping – There were 17 registrations for 30 days of camping in June. Commissioner Barsness reported that people are camping throughout the park, not just where the designated campsites are. He suggested directional signage be installed at the bottom of the hill. Barsness also noted that the brush in and around the crusher walls needs to be cleared away.

Deputy Clerk Tyson submitted a written report regarding on-line reservation systems. She looked at many different systems and recommends a fully on-line system through Firefly. The price is good, the process is simple and straightforward, and processing and maintenance for staff isn't difficult. Commissioner Vavricka added that QR codes could be included in signage as well.

Motion Vavricka, second Gaede, to move forward with the Firefly Camping Reservation System. Motion passed 6-0.

2nd Legacy Grant Application – The grant from the Greater MN Regional Parks & Trails Commission has been awarded. George is working on the required DNR documents. No costs can be incurred before a start date is determined by the DNR.

Panther Park

- MN Amateur Sports Commission – Skatepark Grant – The required language change has been made by the Legislature; therefore, the committee reviewing applications will meet in the next couple of weeks, after which an updated timeline for award approvals and notification will be available.
- DNR Outdoor Recreation Grant – Playground, Basketball Court, Restroom, etc. – Unfortunately, our project was not selected for funding on this round. There were 60 applications requesting a total of \$8.3 million. They were able to fund 31 projects with the \$5.1 million available. Good feedback on the application was received, which will be used to strengthen the application for next year's round. In the meantime, the Commission will work on fundraising so that the 50% match is committed (not pending). The match amount, for this year's application, is \$191,515.

Mary Thorvig Memorial Tree Garden

- OSAC received \$210 in donations in memory of Mary; they would like to be involved in the Tree Garden.
- The current survey of Eagle Field that was completed in 2017 was described as a "sketch", not a full survey; so, no boundary markers were placed. The surveyor will come out on July 15th to do a full survey and set the corners for each of the two parcels. The charge for this work is \$2,300.
- Once the boundaries are marked, the Street Crew can start clearing the area east of the driveway.
- FCI has been contacted regarding the entry-way arch.
- George will work on a DRAFT policy for the Tree Garden as well as other donations; such as, benches.

Adirondack Chair

- Carole Bersin was going to start painting the logo and realized that the stain that is on the chair would not take the paint.
- That chair has been exchanged for one that hasn't been stained.
- The Street Crew will seal the chair after Bersin is finished painting.

Other

The Commission received a Thank You note from Quarry Lions Secretary Sandy Sandwick for the opportunity to sell baked goods during Arts in the Park this year.

Special Event Permits were issued:

- Sandstone Evangelical Free Church – Family Fun Night at Train Park June 24 and August 19
- Church of Jesus Christ of Latter-Day Saints Youth at Train Park July 30th

S&P Supervisor Hiler reported that in preparation for Quarry Days, he and his crew are working on giving Train Park a facelift.

Administrator George reported on a sewage spill caused by a break in the City's forcemain that is located along the path to Big Spring Falls. The area has been closed and is being monitored as the City works with the MPCA, DNR, Banning State Park, and others on the matter.

Adjourn

Motion Vavricka, second Gaede, to adjourn at 10:00 a.m. Motion passed 6-0.

Respectfully submitted,
Kathy George, City Administrator