



**Approved**

## Park Commission

Regular Meeting

April 11, 2024

Minutes

**Guests:** Mary Jo Wiatrak, Joel Notaro

**Absent:** Doris Zacho, Dan Lydon

**CALL TO ORDER: 6:30pm**

1. Commissioner Olinger called the meeting to order.

**1a. Pledge of Allegiance**

Pledge of Allegiance was recited.

**1b. Roll Call**

Commissioners in attendance were Julie Kochevar, Nathan Stackhouse, Kaylen Olinger, Bill Mack, and Dan Charpentier. City Administrator John Pechman and Council member Nicki Battles were present.

2. **APPROVE AGENDA: April 11, 2024.**

Commissioner Olinger asked if there were any additions to the April 11th agenda. Commissioner Battles made a motion to approve the agenda; Commissioner Mack seconded; all ayes the motion was approved.

3. **APPROVE CONSENT AGENDA: March 14, 2024.**

Commissioner Battles made a motion to approve the consent agenda for March 14th, 2024; Commissioner Mack seconded; all ayes the motion was approved.

4. **PUBLIC COMMENTS**

5. **COMMUNICATIONS, REPORTS AND PETITION**

**5a. City Council Liaison Report**

Battles recapped the last council meeting which was held on March 26<sup>th</sup>. Council received an update on the Highway 8 project. There was discussion about an underpass at Jennifer Court, the cost estimate to the city was extremely high and there was discussion on other options. The project is 6-8 months behind schedule due to the environmental setbacks.

A liquor license was approved for the new owners of the Chisago Warehouse Liquor Store. The Chisago County communications radio agreement was accepted and renewed. A request from the LAPD to use public safety funds for hiring bonuses and retention pay was approved. The street maintenance plan for 2024 was authorized. The fishing pier for Paradise Park was approved and the lease at the Lokinda caretaker house at Ojiketa was renewed.

### **5b. Parks Superintendent Report**

Zacho supplied the commission with a written update as she was not in attendance. Administrator Pechman let the commissioners know that the egg hunt at Paradise Park was a success again this year. The Holistic Expo is returning to Strom Hall scheduled for April 20<sup>th</sup>. The Park Maintenance position will be advertised this week, the plan is to have someone hired and working with Mike Birk come July before he is set to retire in August. The farmers market has 24 vendors registered and is scheduled to start Friday July 5<sup>th</sup>.

### **5c. Disc Golf Presentation**

Joel Notaro from the Wildcat Woods Disc Golf joined the meeting to discuss the new course located at the CLJST facility. The group has use of 30 acres at the site. They have been putting in an 18-hole course and have been fundraising for the last year. The grand opening is set for July. Charpentier asked about how the sponsorship works. There are three levels of sponsorship depending on the amount of \$200, \$300, and \$500 dollars. The group needs gravel for the tee pads and parking lot, lawn mowing, trash collection and marketing. Battles asked if there is any interested in a tournament being incorporated during the city's Ki-Chi-Saga days festival. Notaro mentioned a trail run as well on the new trail system they are installing.

## **6. PUBLIC HEARING**

## **7. GENERAL BUSINESS**

## **8. UNFINISHED BUSINESS**

### **8a. 2024 Priority List**

#### **1. Ojiketa Park: Old Towne Trail Extension Project**

Pechman touched base on the increasing costs to the trail and the grant that was awarded. He asked the city engineers to contact the DNR to look at the possibility of not paving as much of the trail into the park, the DNR did give approval of this request. The engineer did adjust some of the estimate for bidding purposes. Pechman provided the commission with the new engineer estimate for review. He stated he would like to get permission from the homeowners along the trail to grade into their property to avoid having to install

a retaining wall and fence. The city does have a drainage and utility easement in the back of their properties.

Pechman addressed the commissions concerns about the cost and budget. The plan would be to use all the park trail funds of approximately \$70,000. There is a gas franchise fee that is used for ADA improvements which can be used, and that amount is approximately \$80,000. The remaining amount of \$46,000 could be used from unrestricted funds the city council could approve for use.

Mack asked about the maintenance to the existing trails and what happens when the funds are depleted with this project. Battles asked about the funds received from the Dutrirun Triathlon and if they are budgeted to a specific thing, and if they can be used to maintain the Paradise Park trails. Kochevar asked about the sealed bid process, and if there are any projects in the future that would be contributing to the trail fund. Pechman stated that there is not a lot at this time for potential revenue coming in, if the apartment complex that is in the works becomes a reality the first phase building would be starting in October of this year. Commission agreed that they do not like depleting the park trail fund but realize they may not get this trail opportunity and grant again.

Commissioner Mack made a motion to use the trail fund money for the Old Towne Rd trail extension project; those funds only and would like commission to review if additional park funds need to be used; Commissioner Charpentier seconded; all ayes the motion was approved.

**2. Rotary Park: Path & Overlook**

Mack has a grant mentor that he will be working with to write the Rotary grant. The trail down to the lake will be dedicated as a peace trail. This year's Rotary theme is peace in the world. He is working on some visuals to show people the concept. Commission will be meeting at 6pm at Rotary Park prior to the regularly scheduled commission meeting next month.

**3. Girl Scout Projects: Chuckie Lundquist & Bug Houses**

**4. Bike Loop Map**

**5. Reforestation: Paradise Park & Moberg Park**

Pechman stated that he has spoken with LID and the area that they used to maintain is falling back onto the city to maintain so there has been some discussion.

**6. Lake Avenue Access-Paddle Club**

Mack met with Theil from the county soil and water and talked about options. This could be a project that will take place in the next couple of years. Mack

would like to draw up a concept plan, and then bring it to the engineers for review.

**7. Hard Surface for Ice Rink-Asphalt Pickle Ball Court**

Pechman stated that three bids will be coming in for the asphalt along with bids for painting the courts.

**8. NEW BUSINESS**

**9a. MaryJo Wiatrak-Alternate Application**

MaryJo Wiatrak applied for an alternate position for the Park Commission. Pechman stated as an alternate when a commissioner is absent, she can fill that position and if someone resigns, she could step in as a full member. MaryJo introduced herself and commissioners asked some questions.

Commissioner Mack made a motion to accept MaryJo Wiatrak as an alternate to the park commission and recommended the city council to approve her position; Commissioner Stackhouse seconded; all ayes; the motion was approved.

**9b. Kichisaga Final Plat**

Pechman provided the commission with the plat, the EDA (Economic Development Association) purchased the 20-acre parcel and platted it as the Kichisaga Plat. It is divided into three lots in the industrial park off Karmel Ave. Pechman wanted to apologize because ever since the purchase of Ojiketa Regional Park he was given directive by council that there was not to be anymore parkland purchased and to maintain what the city has. The EDA is requesting to waive the park and trail fees associated with the new development. The justification for them is that they have taken \$40,000 from their budget each year to pay for the debt of the park. A \$800,000 contribution to the park is significant and warrants waiving of the park and trail fees for this plat. Pechman stated that future developments will be brought into the park commission for discussion and updates. Commission discussed the look of future trails in the area of the Kichisaga Plat and school.

Commissioner Battles made a motion to waive the trail fees for the Kichisaga Plat; Commissioner Stackhouse seconded; all ayes; the motion carried.

**ADJOURN**

Commissioner Battles made a motion to adjourn; Commissioner Charpentier seconded; the meeting unanimously adjourned.

Respectfully Submitted,  
Alisa Bodell  
Executive Assistant