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**CITY OF MENDOTA HEIGHTS  
DAKOTA COUNTY, MINNESOTA**

**PARKS AND RECREATION MEETING**

**January 13, 2009**

The January 2009 meeting of the Mendota Heights Parks and Recreation Commission was held on Tuesday, January 13, 2009, in the City Council Chambers at City Hall, 1101 Victoria Curve. The meeting was called to order at 6:30 P.M.

The following Commissioners were present, Chair Paul Portz, Tom Kraus, Ray Morris, Larry Craighead, Maureen Brackey, Michael Toth and Liz O'Brien. Staff present were: Jake Sedlacek, Assistant to the City Administrator, Guy Kullander, Parks Project Manager, Teresa Gangelhoff, Recreation Programmer, and Nancy Bauer, Recording Secretary.

**MINUTES:**

Commissioner Brackey made a motion to approve the minutes, seconded by Commissioner O'Brien.

**AYES: 7**

**NAYES: 0**

**PARKS AND RECREATION REPORT**

Chair Portz reported that the winter youth trip was bowling and a movie.

Ms. Gangelhoff reported that South St. Paul's spring break is a different date than Mendota Heights' and an activity that would require a bus was not feasible. A program is being planned with Boltz's Tae Kwon Do in Mendota Heights on April 6<sup>th</sup> with lessons, games and lunch. Also a fun day is being planned on April 7<sup>th</sup> at the Thompson Park Activity Center with West St. Paul Park and Recreation including lunch, craft station and a Mario Kart Wii tournament.

Ms. Gangelhoff also reported that the simple steps program is back with participants tracking their activity and a chance to win prizes. Registration starts on April 1st on line.

Chair Portz said the school flyer went out in mid December. Gymnastics has started and another session will be starting. Skating lessons are also under way with 31 children. The parks celebration is June 6, 2009.

Ms. Gangelhoff reported that the school districts 150<sup>th</sup> anniversary celebration has been scaled down because of budget issues. There will be a vintage baseball game, free cake and music provided by students and alumni that will be at Mendakota Park.

Chair Portz said it should be a good parks celebration with a good turnout.

Mr. Sedlacek said that volunteers are always needed for the park celebration and contact Ms. Gangelhoff to volunteer.

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Chair Portz says he volunteers at the park celebration and it's good to see all the families and kids come out and it's always fun.

Chair Portz asked if the ice rinks were good.

Ms. Gangelhoff reported the rinks were opened on December 12<sup>th</sup>. The earliest she remembers them opening. They were closed a few days because of below zero temperatures.

Commissioner Brackey asked how the Marie rink was being flooded with the hydrant broken.

Ms. Gangelhoff reported that the hydrant across the street is being used. The broken hydrant will not be fixed until after the season is over. Marie is in rough shape.

Commissioner O'Brien asked if there were problems with flooding at the Friendly Hills rink.

Ms. Gangelhoff reported that it was not freezing right and it cracks and crumbles because of the weather. There is blacktop under the rink. Mr. Blum is trying to address the issue at Friendly Hills.

Chair Portz commented that there is a new tennis coach for 2009 and is interested to see how the program is run.

Ms. Gangelhoff says it will be the same tennis program as last year and at the end of the season the program will be reevaluated.

Chair Portz asked if national night to register for tennis was a new program.

Ms. Gangelhoff responded that it was and participants can register for all recreation programs that night. She is thinking of holding the registration at the Par 3 clubhouse on March 2, 2009.

Mr. Sedlacek added that on line registration is coming soon to the City's website with Revtrak.

Commissioner Morris asked how much it cost.

Mr. Sedlacek responded that there is a 3% fee per transaction. It should be coming soon in the next month or two. City staff will load in program offerings and Revtrak will take the registration and send a check and list of people registered. There will be a lot of reporting opportunities. It will be a benefit to the citizens to register any time from the office or home.

Commissioner Morris asked where Revtrak was based.

Mr. Sedlacek responded they are a twin cities company. The City of Hutchinson is one of their clients. It could be expanded to include tee times at the Par 3 and other things.

Chair Portz reported some of the upcoming summer programs are safety camp, golf programs, tennis programs, skateboard camp, soccer camp, and performances in the parks, summer playhouse and the fishing derby.

Ms. Gangelhoff said a twins game is being planned on a giant screen outdoors on June 5<sup>th</sup> at the Village of Mendota Heights. It would be like tailgating party.

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Chair Portz commented on the recreation programmers report being a very good report and there being a lot of activities.

## **SUMMER AND FALL PROGRAMS**

Mr. Sedlacek said a couple of commissioners asked about looking at what programs are being offered and what might be offered. Some of the things to look at would be what is being offered and the cost of these programs. Unfortunately, a report has not been done yet and asked if there was an interest from the Commission to look into these questions with a subcommittee or the whole commission?

Chair Portz said it's a good idea to look at and Ms. Gangelhoff does all the programming.

Mr. Sedlacek said that Ms. Gangelhoff is a part time employee and remind the Commission that former Chair Spicer always lobbied for a full time person. If adding any new programs, Ms. Gangelhoff's time would need to be looked at to make new programs work.

Commissioner O'Brien said it was discussed to ask the community if they would like to see anything added to the recreation programs to generate new ideas.

Mr. Sedlacek said the next Heights Hilites is going to print tomorrow maybe a small article could be put in. An email account could be set up for residents to give feedback on recreation programs.

Commissioner Morris asked if the parks had a page on the website and maybe set up a link to geocaching.

Mr. Sedlacek said there is some information on the parks. The City is hoping to redesign their website.

Commissioner Morris said it would be nice to have a page or two for the parks on the website.

Mr. Sedlacek said the current web pages could be brought to the February Parks and Recreation Commission meeting for discussion and ideas.

Commissioner O'Brien asked when the summer programs are finalized.

Ms. Gangelhoff responded mid February for the flyers to get out to the schools.

Mr. Sedlacek said the last community survey was done in 1985 for the referendum process.

Chair Portz asked where geocaching was at.

Ms. Gangelhoff said it was a program she was looking at but the units are about \$100.00. She was thinking of holding a class on geocaching.

Commissioner Morris suggested having a group come in and talk about geocaching.

Ms. Gangelhoff said maybe Gander Mountain could come in and talk about it at the parks celebration.

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### **PAR 3**

Mr. Sedlacek reported that 10% of his time is funded from the golf course. That is the correct amount of time. The annual report will be ready for the February meeting. The 2007 format will be used for the 2008 annual report.

Commissioner Morris asked if the annual report was posted on the website.

Mr. Sedlacek said it was not and should be.

Chair Portz liked the format of the report in 2007.

Mr. Sedlacek reported that the addition is complete at the Par 3. The addition took most of the summer and fall. The green fees committee met and came up with expenditures for the next three years. Some of the expenditures for 2009 would be: clubhouse carpet \$1,500, clubhouse roof (if necessary) \$6,000, clubhouse light fixtures \$500, course monument sign \$3,000, course misc. landscaping \$1,000, course tree maintenance \$2,000, course tee signs \$3,000, hitting mats, \$500, building sheet rock in maintenance building \$1,500, cage for mech. tools \$2,500, and equipment mower \$11,000 for a total \$32,500. There are no burning issues except for the tee signs. When the numbers come in for 2008 some decision can be made about expenditures. There is no insulation in the roof and would only be needed if the building were to be used in the winter.

2010 expenditures could be patio furniture \$2,000, hot water heater \$500, extend heat \$3,000, tree maintenance \$2,000, clean storm water pond \$3,000, misc. landscaping \$1,000, pond feature \$3,000 and mower \$11,000 for a total of \$25,500.

2011 expenditures could be misc. landscaping \$1,000, maintenance restroom, \$2,000, wash pad for equipment \$15,000, clubhouse heat \$3,000, fence on property line \$5,000 for a total of \$23,000.

Mr. Kullander pointed out that natural gas heaters for the maintenance building should be considered maybe in 2012. There is no heat in the maintenance building right now except for portable heaters. It does need to be heated for the sprinkler system room.

Chair Portz said good progress has been made at the Par 3. The first year was focused on safety and water. Last year a bathroom was added and brought up to code.

Mr. Sedlacek said the big expenses are mowers. The machinery is old at the Par 3 and don't get a lot of hours. They are not the highest priority. The mower scheduled to be replaced in 2009 is the rough mower. If it does die some parks equipment can be used as a back up. There is time to make the decision. The fairway mower was replaced last year.

Commissioner Morris asked if there was air conditioning in the club house.

Mr. Sedlacek responded there was.

Commissioner Morris responded it would be nice to have insulation to save energy.

Mr. Sedlacek said the Greens Committee met with a landscape architect, who is excited to provide a landscape plan for around the clubhouse. She's going to submit a couple of plans to the Greens Committee who will forward a recommendation to the Parks and Recreation Commission.

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Mr. Sedlacek reported that the Greens Committee is also talking about the Mendota Invitational for Council members, Commission members, staff members, and families with a shot gun start. A Saturday in May is being planned. The Mendota Open is also being discussed for kids to be held in mid June. A couple of individuals have offered to help coordinate the event. It could easily draw a lot of kids.

Commissioner O'Brien asked what ages were being discussed.

Mr. Sedlacek responded that hasn't been decided yet.

Chair Portz was thinking of having two flights based on age – one would be 5, 6 & 7 the other 8, 9 & 10.

Commissioner Brackey asked if the Greens Committee was working on the Mendota Open.

Mr. Sedlacek said they were. He also reported that Jerry Murphy and Tom Perkins were excited to come back and work at the Par 3.

Commissioner O'Brien asked if something could be put in the Heights Hilites about renting out the Par 3 clubhouse for private events.

Mr. Sedlacek said a policy needs to be done but a birthday party program is being worked on. The Greens Committee is also talking about the storm water pond. They believe more can be done with it.

## **PARKS PROJECT UPDATES**

Mr. Kullander reported that the City Council did not accept the recommendation for the Victoria Highlands Park. Council told staff to cut the price by \$6,000 and to add the shade shelter. Some of the play elements were taken out. There will be concrete sidewalks around the playground. The free standing 2-5 year old element was eliminated and a couple more spring toys were added. A sandbox sink was also added. The equipment was ordered in December. Victoria Highlands Park and Friendly Hills Park new equipment will be installed in early spring. City Council expressed that expenditures be frugal until the economy improves.

Chair Portz asked if the equipment included the shade element.

Mr. Kullander reported that it did.

Chair Portz said he liked the process for the Victoria Highland Park play equipment and the final outcome. There was a lot of good discussion. Good playground equipment was purchased at a reasonable price. It will be interesting to see how the shade element goes over.

Chair Portz asked about the trail request from the Lilydale Planning Commissioner and whose property it was on.

Mr. Kullander responded that John Deihl who is on the Lilydale Planning and Zoning Commission brought up the request. He is a new member and was not aware of what happened when this was brought up in 2003. The trail would be along Highway 13 on the riverside. In 2003, Lilydale

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approached Mendota Heights and asked to help share to costs of building the trail. The project would require storm sewer because there is a lot of rock in the area. The cost would be about \$240,000 to \$250,000. The Parks and Recreation Commission recommendation was not to participate in the project and City Council agreed. Mr. Deihl was sent the information from 2003 to look over and has not responded.

Commissioner Portz asked if the property was in Lilydale.

Mr. Kullander responded that a couple hundred feet of the trail would be in Lilydale and the rest of it would be in Mendota Heights.

## **STAFF COMMENTS**

Mr. Kullander reported that the aerator was turned on at Rogers Lake on Friday, January 2nd. The DNR notifies the City when it needs to be turned on. There are no more fish kills like in the past and it has been a success.

Mr. Sedlacek reported that the spring clean up is scheduled for May 2<sup>nd</sup> at the Mendota Plaza. No household hazardous waste will be accepted. Also, the Mendota Mall redevelopment talks have been very productive the last couple of months. City Council will vote on it next Tuesday night. The creek is being preserved and there is discussion of a trail. Park dedication fees will need to be discussed at the February Parks and Recreation meeting. A final plan will come before Council in about six weeks.

## **COMMISSON COMMENTS**

Commissioner Kraus said he has appreciated Commissioner Craighead's involvement on the Parks and Recreation Commission and asked how long he has been on the Commission.

Commissioner Craighead responded he has been on the Commission for 10.5 years.

Commissioner Kraus commented that someone would have to be found who would advocate for trails and it has been nice working with Commissioner Craighead.

Commissioner Brackey commented that she has worked a short time with Commissioner Craighead and wanted to thank Commissioner Craighead for all the service he has given to the City of Mendota Heights.

Commissioner Toth invited Commissioner Craighead to come back and help with the fishing derby.

Commission Craighead said he would like to come back and help at the fishing derby.

Chair Portz said that he is a friend and neighbor of Commissioner Craighead. Commissioner Craighead has made a contribution to the community by being on the Parks and Recreation Commission.

Commissioner Morris said he enjoyed hearing Commissioner Craighead's opinions and counsel when there were debates and it will be missed.

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Commissioner Morris asked Mr. Sedlacek what the financial situation was looking like for Mendota Heights.

Mr. Sedlacek responded that Mendota Heights has also been fiscally responsible and has been for years. There is a healthy reserve balance and seems to be in good financial shape.

Commissioner O'Brien agrees with everyone's comments about Commissioner Craighead and hopes he enjoys his travels.

Commissioner Craighead thanked Mendota Heights for the opportunity to serve for the last 10.5 years. He also thanked Mr. Kullander for his good services to the Parks and Recreation Commission. He got involved because of his three boys that were in Mendota Heights' programs. He encourages people to get involved and apply for the open seat.

Mr. Sedlacek said the open seat will be advertised and if anyone is interested to call city hall at 651-452-1850 or email city hall at [cityhall@mendota-heights.com](mailto:cityhall@mendota-heights.com).

Chair Portz said that after the meeting there will be treats for Commissioner Craighead.

Commissioner Craighead made a motion to adjourn the meeting.

Commissioner Kraus seconded the motion.

**AYES 7**

**NAYS 0**

The meeting adjourned at 8:00 P.M.