

City of Columbus Park Board Meeting

October 20, 2016, 6:00 p.m.

Call to Order

Sandie Wood called the meeting to order at 6:02 p.m.

Roll Call

Members Present: Sandie Wood, Marilyn Didling, Andrea Messina and Andrew Fraley.

Members Absent: Bob Bodene.

Also Present: Council Member Mark Daly, City Administrator Elizabeth Mursko, Public Works Superintendent Jim Windingstad, and Secretary Karen Boland.

Approval of Minutes

Andrew Fraley made a **motion** to approve the July 21, 2016 minutes. Second by Marilyn Didling. Motion was approved.

Agenda Additions or Deletions

The City Park Tour was deleted from the agenda. It will be rescheduled for the April 20, 2017 meeting.

Treasurer's Report

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|---------------------------|-------------|
| Park Fund balance | \$73,914.64 |
| Park Capital Fund balance | \$23,923.11 |
| Park Land Fund balance | \$10,428.70 |

City Administrator/PW Superintendent Report

a) Explanation of Park Funds and Respective Uses

Elizabeth explained that funds that begin with 100, like the 150 Park Fund, are operating funds. Funds that begin with 400 are capital funds.

The 403 Fund is for capital expenses, generally over \$5000. An example is the resurfacing of the tennis courts. That is maintenance, but a large expense. It will be paid for out of the 403 fund. Because 403 is a capital fund, there is a schedule. Current plans on the schedule (Schedule C) are for a Park Master Plan (proposed 2018), tennis court repair/resurfacing (proposed 2017), and a utility tractor (needed if park upkeep is no longer contracted out after 2019).

The 404 Fund is the Park Land Fund. It can only be used for physical assets that will stay in or are affixed to the parks. It is not funded by levy, only by development fees. The City has some big developments in the works. The new homes will be built in phases, and money will go to the Park Land Fund as the homes are built.

Elizabeth said the City Council has ordered paving of the City Park main parking lot off of Notre Dame. It will be done next year in connection with the paving of 165th. The cost will be \$57,000 to be paid by Public Works, and paid back over time from the Park Land Fund.

b) Parking Lot Gravel

Jim said Public Works put down parking lot gravel. The gravelling is allotted to and was paid out of the PW budget.

c) Tennis Court Repair/Resurfacing Estimates

Jim received an estimate of \$8200 from Court Surfaces and Repair, Inc. of Ham Lake for the tennis courts. The last time the courts were resurfaced this company was significantly less expensive than other estimates. Jim does not intend to act on this bid until spring, but wanted the board to have an idea of cost. This would be something to revisit in January. Jim will call to find out if the cost would increase if pickle ball lines are added to one of the courts.

. Old Business

a) 2017 Parks Budget Proposal

Sandie Wood attended the City Council budget meeting. The budget proposal was approved by the City Council.

- b) Elizabeth suggested the Board may want to add the fencing project on the north side of Kettle River Boulevard to its planned projects for 2017 or beyond. It could be put on either Schedule C for the 403 Park Capital Fund or Schedule D for the Park Land Fund. The 403 Fund has the money now to cover it, if figured at a cost of around \$10,000. In 2014 two estimates were received for installation of 700 feet of vinyl fencing. Century Fence estimated \$8675. Arrows Fence estimated \$9800. Phase 4 of the playground could also be added to the proposed budget expenditures.

Following Board discussion, Andrew Fraley made a **motion** to recommend the City Council approve the addition to Schedule C of the 403 Park Capital

Fund of an expenditure for park fence work of \$10,000 in the proposed 2017 budget, and an addition to Schedule D of the Park Land Fund of a line item for Blacktopping of Parking Lot A for \$57,000 in the proposed 2017 budget. Second by Andrea Messina. Motion carried.

It was suggested that Jim contact Century Fence to find out if there would be any cost saving if the fencing work is done this fall instead of next year. Jim will confirm the measurements, determine where the right-of-way is, and consult with Century Fence about the most cost-effective timing for the project.

New Business

a) City Park Tour

The park tour was postponed until the Board's meeting on April 20, 2017.

b) 2017 YMCA Park Play Days Discussion

The Forest Lake YMCA contacted the City about having a 2017 Park Play Days program. A couple of years ago, the City worked with the Lino Lakes YMCA and paid out approximately \$850 in marketing fees to hold two 5-6 week sessions of the Play Days program in City Park. Three kids signed up for the first session, and none for the second. After discussion, Board members agreed that if the YMCA wants to run the program at City Park, they may do so with no charge to use the park. However, the City will not contribute any funds toward the program.

Deputy City Clerk Lorie Lemieux will respond to the Forest Lake YMCA.

Next Meeting

The next meeting will be January 19, 2017 at 6:30 p.m. in the Public Works Building.

Adjourn

Sandie Wood made a **motion** to adjourn. Second by Andrew Fraley. Meeting was adjourned at 6:42 p.m.

Respectfully Submitted

Karen Boland, Recording Secretary