

# Parks Commission

## Regular Meeting Minutes

Tuesday, October 14, 2014  
6:00 p.m., Council Chambers



### 1. Call to Order by Reinert at 6:00 p.m.

### 2. Roll Call

Present: Cobbs, Fitzgibbon, Moore, Toneman, White, Reinert  
Absent: Comeau

### 3. Approval of Agenda

Motion by Fitzgibbon, second by Moore to relieve Todd Comeau of his duties on the Parks Commission due to number of absences since August 2013.

All in favor. Motion carried.

Motion by Fitzgibbon, second by Cobbs to approve the October 14, 2014 regular meeting agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes for the Record – September 9, 2014

Motion by Toneman, second by Fitzgibbon to approve the September 9, 2014 regular meeting minutes as written.

All in favor. Motion carried.

### 5. Public Comments and Inquiries Concerning Items not on the Agenda

None at this time.

### NEW BUSINESS

### 6. Commission will be requested to review the donation of a Memorial Bench and Grill from Danny Hartmann and family.

Halberstadt introduced the request noting that Hartmann has been working with Ryan Bosscher at Department of Public Works regarding the donation of a memorial bench and grill in Packard Park. After discussion regarding the grill and whether a picnic table can be placed near the grill; whether the city has a standard bench and that the donor gets to have a plaque placed on the bench, Moore asked about the resolution included in the packet. Halberstadt noted that is the city gift policy provided for the board's information and all potential donations must follow those guidelines.

Motion by Moore, second by White to recommend the approval of the donation of memorial bench and grill as requested by Danny Hartmann.

All in favor. Motion carried.

**7. Commission will receive an update on Kids Corner.**

Halberstadt brought the commissioners up to speed regarding the need to address maintenance questions at the Kids Corner play structure and noted that research has been done to find someone to do a safety and maintenance evaluation for the city. Staff learned that the original firm that designed the play structure is still in business and is willing to come in for \$1,500 to do a safety inspection and provide a report of their findings. Staff is going to work through that process and depending on the findings there may need to be future discussion regarding maintenance or renovation. Staff would like to try to put together a group that would be representative of the community and Halberstadt suggested that the Parks Commission think about nominating one to three members to serve on a sub-committee so there will be involvement from this board.

Reinert asked for volunteers on the board. Fitzgibbons, Moore and Reinert volunteered.

Halberstadt noted that the cost of the evaluation is within what the city manager can approve. In regards to questions regarding staff's concerns, Halberstadt explained staff is concerned about both safety and maintenance as well as to try to determine what future needs will be for Kids Corner.

**8. Commission will be requested to review a donation for expansion of the overlook deck at Newcome Beach.**

Halberstadt introduced this request as a relatively new offer of a donation to expand the current deck at Newcome Beach; noted that there is a thirty foot (30') right-of-way access with the city's deck beyond where the adjacent homes' driveways cut off the right-of-way and that there is a storm sewer running underneath the existing right-of-way access.

Discussion ensued regarding the actual width of the right-of-way; that it does not appear to be thirty feet (30') wide; why a garage for the new home is being built right up to the right-of-way with the driveway being access via the right-of-way; and that a stop work order was placed on the project due to infringement onto public property until the orientation of the planned garage was changed. Questions were asked regarding the width of the right-of-way; about the new sewer going in sometime in 2016 and whether the city will then have to remove and replace the deck and stairs at the time of such a project. Halberstadt explained that if something new is added now it will probably have to come down when the storm sewer project is done. After questions regarding the timing of the sewer project, Halberstadt

noted that if a funding source the city applied to comes through, the sewer replacement could happen as soon as 2016 or if the funding does not come through, the project could be delayed until a later date. Halberstadt was asked if this timeline has been explained to the donor and Halberstadt responded that he, personally, has not spoken with the donor but this request was passed to him to place on the agenda for discussion.

Regarding concern about the beach and access being absorbed with the addition of the new home, Reinert asked if there is anything staff can do to make it clear and visible that this is city property. Halberstadt responded that the city could stake or fence the boundaries of the right-of-way. Concern was expressed that the city has allowed these property owners to use this right-of-way as a driveway when other property owners have to have their own driveway. It was also pointed out that there is a problem with this being a walking access and people driving onto this right-of-way to access those driveways or backing out onto the right-of-way from the two driveways.

Reinert suggested speaking with the donor and having the donor understand the timing of the potential storm sewer replacement and asked about using materials such that the entire deck could be removed and replaced. Moore pointed out that the cost of the materials would be small compared to the labor costs. Halberstadt noted that the city's approach would probably be to come in with a backhoe to remove the deck; do the sewer work; and build a deck with new materials. Reinert felt the donor might not want to donate at this time if that is the plan.

Reinert asked if the board can or needs to make a recommendation to which Halberstadt suggested that a recommendation could be made to table this item until more information can be gathered. Halberstadt also noted that there was discussion about requiring the new owner to have a license agreement with the city, which agreement Halberstadt has reviewed and which he believes has not yet gone to City Council. It was again pointed out that the new owners should have had to provide their own driveway, noting that the people in the existing house were grandfathered in.

## **9. Commissioner Comments**

Moore: Asked for an update about Black River Park improvements.

Halberstadt noted that this week staff will be discussing potential improvements to Black River Park with the Celery Pond Advocates. If the meeting had occurred as planned last week, Halberstadt would have brought the results of that meeting to the commission tonight, but the meeting was postponed.

Moore asked if the proposed drawings are set in stone to which Halberstadt responded that the current drawings are not set in stone.

Fitzgibbon noted out that the Celery Pond Advocates group is a tax exempt 501(c)(3) organization and have invested in that area so it was felt they should be consulted regarding this project.

**10. Adjourn**

Motion by Moore, second by Fitzgibbon to adjourn at 6:34 p.m.

All in favor. Motion carried

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary