

Crosslake Park, Recreation, and Library Commission Minutes

Wednesday February 28, 2024

Crosslake Community Center 2:00pm

Present: Chair Peter Graves, Heather Jones, Ann Schrupp (via Zoom), Kristin Graham, Mary Jo Fritsvold, Parks and Recreation Director TJ Graumann, Parks and Recreation Manager Jane Monson, City Council Liaison Jackson Purfeerst

Not in attendance: Kera Porter

- I. Meeting was called to order at 2:00pm
- II. Approval of Agenda
Motion to approve agenda with addition of 5b, Pickleball tournament requests.
Mary Jo/Kristin Favor: All Opposed: None
- III. Approval of Minutes
Motion to approve minutes of January meeting with a spelling correction for Mary Jo's name.
Mary Jo/Heather Favor: All Opposed: None
- IV. Old Business
 - A) Park Master Plan – Jim from Bolton and Menk joined us via zoom. He presented refinements/changes that had been made to the plan based on our meeting in January. The hockey rink was shifted to the SW, adding room for bleachers and to make more room for the warming house and other amenities. There is a recreation rink, 90x90, with a smaller skating ribbon than in the previous plan. The location of the warming house was shifted slightly, the new location seems to make the most sense for handicap, access, deliveries, green space with irrigation, and is a centralized location for the rink and pickleball. There is patio space included in the warming house design. We will continue to discuss options for the bathrooms and how to keep them open outside of regular business hours. New pickleball courts are set directly to the west of the current courts. This will affect the septic field and take out the current warming house. This will need to be considered as we look at the phases for this project. Peter questioned whether we could have the new courts slope to the west for drainage, as the current courts slope to the east. Jim said that would be possible. Peter also requested higher fencing and wind screens. This was discussed and will depend on donations and funding. There is a possibility of a temporary facility if the warming house needs to be torn down before we are ready to rebuild, as the current warming house is in the space the new pickleball courts will go. Jim said that if this is not an option it would be best to move the new pickleball courts to a different part of the park, rather than change the master plan. The soft ball field would be moved to the NE side of the park, the location was adjusted to allow for a trail to go around the field, connecting the rest of the park and the regional trail. The parking lot near the softball fields would have twenty-eight spots,

3 ADA spots. The parking lot on the SW end of the park was shifted further W to leave room for the tennis courts. That lot will have forty-eight spots, 4 ADA, we discussed having some of the ADA spots on the west side of the lot. This plan will allow for a soccer area that is large enough for U8 and U10. The dog park is not in the right spot on the plan. There was discussion about adding irrigation for the soccer field, could we relocate some of the current zones? The current softball field has irrigation so we should be able to use the main line that is already there. Peter asked about water for the dog park, which would need to be drinking water. We could run a line under the sidewalk. There are some donations set aside for that. A splash pad is still an option, but not currently part of the plan.

Cost – Jim provided us with a graphic laying out the phases. Jackson questioned the phases and estimated costs. TJ has had conversations with the local hockey association, they are a possible source of funding for the hockey rink. Jim let us know that all the pricing is based on 2024 numbers. There is a 15% contingency for the unknown and a 20% engineering and admin fee included in the cost estimates. The pricing sheet was included in our packet. Some notes on the pricing – The hockey rink number includes a roof for \$300,000 and money for grading the youth soccer area. The leisure rink would be 30-40% less if we pulled the skating ribbon out. Jim will separate out the ribbon pricing. Warming house is bid for concrete block, changing to stick built would decrease the cost. Jim will provide us with pricing for both options. The plaza is included in the cost. Pickleball nets were discussed as we could save money by using the permanent portable nets we have on the current courts. That would account for about \$6,000 savings. The six current courts cost \$97,000. TJ will reach out to local contractors about the actual cost. The clearing and grubbing can be removed from proposed softball field pricing, as staff will handle all of that ahead of construction. We discussed changing the new parking lots too a bituminous surface, TJ will talk to Anderson Brothers. Jim will have a new cost estimate for TJ in about a week.

V. New Business

- A) Sourcewell Grant Opportunity - TJ wanted to make us aware of Community Impact Grants. They have changed the grant slightly and made Parks, Public Works, and Admin a separate category from the Public Safety grants, meaning there is a better chance for Crosslake to receive a grant. TJ will do more research and apply for the grant.
- B) Outdoor Pickleball Tournament Requests from 501(c)(3)'s – TJ has been receiving requests from groups asking to rent the pickleball courts to have tournaments benefiting non-profit organizations. We had some discussion regarding this and decided we need to take some time to figure this out. Some things we discussed were limiting the number to three per year, dates need to be arranged with TJ, there would be a per day fee, and it would have to be for a registered 501(c)(3). We will come back to this at a future meeting.

VI) Other Business

A) Staff Report

- i. Memorial Donation Policy Update – TJ is pulling info from other communities and working on a policy.
- ii. Park Dedication Increase Update – This has not been set yet, it is a contentious issue. We may want to look at dropping our recommendation to raise the fee to stop issues from arising. We had a brief discussion.
Motion to rescind last month’s recommendation to raise the park dedication fees.
Mary Jo/Heather Favor: All Opposed: None
- iii. Library Update – Update on damage, Servpro will be repairing the sheetrock, no mold was found. A new Library Coordinator has been hired and starts in April. She has managed three libraries in the past.

B) Comments from the commission – We discussed the need to fill the vacant spots on the commission. The sign for the community center is still a work in progress.

C) Pequot Lakes Community Education Update –Joell was not in attendance.

VII) Open Forum – None

VIII) Adjourn (I forgot to write down the time)

Motion to adjourn.

Heather/Ann

Favor: All

Opposed: None