

CITY OF HERMANTOWN
PARK BOARD
July 21, 2009 Meeting Summary
4:30 PM

ROLL CALL

Members Present: Anne Larson; Mike Kopyy; Joe Schmitz; Tom Eng; Gene Shaw,
Chairman; Brad Tafs, Councilor; John Klaers, City Planner / Zoning
Director

Members Absent: All members were present.

Others Present: John Mulder, City Administrator; Julianna Morgan

MINUTES

Motion made by Mike Kopyy to approve the June 16, 2009 regular meeting minutes as presented.
Seconded by Tom Eng. Motion carried.

PUBLIC DISCUSSION

New City Administrator, John Mulder, attended the meeting to introduce himself to the Board
members and review their process.

BOARD MEMBER REPORTS

Anne Larson – Commented on the new park signs and landscaping for the community
park. She thought it looked very nice.

Mike Kopyy – Mowing at Keene's Creek was done very well. Would like John Klaers
to tell Dean Sharpe and crew that's the way it should be mowed and
recommended they groom the trail the same way. Disappointed the trails
here at City Hall have not been mowed yet. John Klaers will talk to
Dean Sharpe about this also.

Tom Eng – No report

Joe Schmitz – Questioned whether the City is in charge of maintaining the benches at
the Little League Field #3. One of the benches has nails sticking out and
the wood is rotted.

Gene Shaw – Fran Hubert wrote a nice article about the Community Park.

Brad Tafs – No report

CITY PLANNER/ZONING DIRECTOR

John Klaers – No report

COMMUNICATIONS

Communication 09-270 from John Klaers, City Planner / Zoning Director to Bruce Overson, Mn
Power regarding MUSCO Proposal to upgrade field #1 lights

Communication 09-288 from Craig Gallop, MUSCO Lighting to John Klaers, City Planner /
Zoning Director regarding Lease – Purchase for Baseball Lighting & Scoreboard

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Communication 09-295 from John Klaers, City Planner / Zoning Director to Katie Gellatly, Community Philanthropy Officer regarding Hermantown Community Fund Grant Award

Communication 09-302 from John Klaers, City Planner / Zoning Director to Chairman Shaw & Park Board Members regarding MnPower Rebate for Improvements to Field #1 Lighting

Communication 09-310 from John Klaers, City Planner / Zoning Director to Chairman Shaw & Park Board Members regarding Park Security

Communication 09-311 from John Klaers, City Planner / Zoning Director to Chairman Shaw & Park Board Members regarding Hermantown Community Park Improvements

Communication 09-312 from John Klaers, City Planner / Zoning Director to Chairman Shaw & Park Board Members regarding 2010 Operating and Capital Budget

Communication 09-316 from John Klaers, City Planner / Zoning Director to Chairman Shaw & Park Board Members regarding Proposed 2010 Operating & Capital Budget

Communication 09-317 from John Klaers, City Planner / Zoning Director to Chairman Shaw & Park Board Members regarding MUSCO Lighting Proposal for New Lights on Field #1

OLD BUSINESS

MUSCO Lighting – Report Fields # 1 & 2 – Lease / Purchase

Craig Gallop, MUSCO Lighting Representative, has submitted to the City a comprehensive report detailing a Lease-Purchase for the Baseball Field Lighting both with and without a new Scoreboard/Message Center. Administrative Staff discussed the proposal written by Mr. Gallop, and concluded the City needs to write a generic specification for the lighting and scoreboard, then solicit bids.

The Park Board has two options for the lighting with the first being to do nothing. After City Council approval the Board could inform the User Groups that the existing lighting system is substandard and can no longer be safely used for night games. This option could affect the High School and would also limit the number of games that could be played on the field.

The second alternative is to prepare a generic specification and bid the project. MUSCO Lighting is a “state of the art” system, which does leave room for alternative possibilities. For example, Salo Inc has designed a component lighting system for the high school football field in conjunction with a local electrical contractor.

Board Member Kopyy asked for clarification regarding the Scoreboard/Message Center in regards to the City Ordinances governing advertising signs in athletic parks. The Message Center example, as specified by MUSCO, would contain electronic messages that would flash on the screen or run across the screen during games. The Ordinance opposes any signs that would be fixed to the fencing of the outfield that adjacent property owners would see daily. The electronic messages/advertisements should only be on during baseball games.

Brad Tafs pointed out MUSCO’s proposal to Lease-Purchase the scoreboard and lighting systems for either a five or ten-year period and he thought the five-year option was preferred. John Klaers thought the 10-year option was the most favorable, but the financing details would have to be worked out after we received bids on the project.

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Motion made by Mike Kopyy to move forward with writing specifications for new lighting system for Field # 1 at Fichtner Field and solicit bids based on the new specifications. Seconded by Joe Schmitz. DISCUSSION: Board Member Kopyy asked if John Klaers would research the number of proposed hours the user groups are using the lighting system and include a savings comparison in the bids. Motion carried.

MUSCO Lighting – Report Fields # 1 & 2 – Mn Power Rebates

Based on the system proposed by MUSCO, Mn Power would issue a rebate in the amount of \$9,542. The rebate would be available after the whole project has been completed and paid for by the City.

Hermantown Community Park Improvements

Miller Creek Landscaping has completed the new landscaping as well as installed the new rock monument signs. The new landscaping will have to be watered until the end of the growing season. The City will also have to protect the signs and landscaping from the snowplows in the wintertime.

The project cost \$500 more than originally specified from Miller Creek Landscaping due to the City Council requiring a payment and performance bond.

Hermantown Community Fund Grant Award

After much consideration, the City has declined the award of \$425.00 from the Hermantown Community Fund Grant. The City does not generally say no to grant money, however in this case the \$425 is not enough to complete the project, the City would be more than \$1,500 short of the funds needed to complete the project as designed. Board members asked about redefining the project to have a smaller swing set. Staff believes that would not result in the desired configuration of facilities to make the park more attractive for family events.

The City was encouraged to apply for these funds by local board members and we knew going in that they do not like “brick and mortar” type projects, but the concept of a gathering place for families and people of all ages seemed to be in line with their focus.

NEW BUSINESS

Park Security

The cameras have been installed at Fichtner Field, but not yet at Keene Creek Park. Dean Sharpe and crew will be working on Keene Creek park and putting the video surveillance warning signs up at both locations on Wednesday, July 22, 2009.

Budget 2010 – Operating and Capital

John Klaers and Dean Sharpe met recently to review expenditures and prioritize capital projects for 2010.

Most line items in the Operating Budget have remained the same as last years budget, but five line items have been increased for the 2010 Operating Budget. These five items increase the budget request \$3,500 over the 2009 budget.

For Capital Expenditures John and Dean recommended the following:

1. Keene Creek Park \$10,000 for new outfield fencing;
2. Rose Road \$1,200 for new steel doors for concession and storage buildings;

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- 3. Fichtner Field \$2,500 for new dugouts for Field #3.

John Klaers also suggested adding Park Signs to the Capital projects budget for 2010, which he estimated would cost \$1,500 to \$2,000 each.

Board Member Larson suggested also adding some additional money to finish some landscaping near Hermantown Community Park behind old City Hall. John Klaers suggested the City could possible seed it yet this year to take care of this bare area of the lawn.

Board Member Kopyy also suggested adding the 3 additional trails at Keene Creek Park, an addition of approximately four kilometers. It was also proposed that the Park Board ask for money in order to add the 6 bay swing set to Hermantown Community Park with the help of Wal-Mart's Park donation.

Motion made by Anne Larson to recommend the proposed 2010 Operating and Capital budget with the addition of adding funding for a 6-bay swing set and an additional \$6,000 for Park Identifier signs. Seconded by Mike Kopyy. Motion carried.

ACCOUNTS PAYABLE

June 2009 Bills

Motion made by Tom Eng to approve the June 2009 bills. Seconded by Joe Schmitz. Motion carried.

ADJOURN

Motion made by Anne Larson to adjourn the meeting. Seconded by Mike Kopyy. Meeting adjourned at 5:15 PM.

Officiated by:

Transcribed by:

Gene Shaw, Chairman

Erika Johnson, Planning & Zoning
Coordinator