

**MINUTES
PARK BOARD MEETING
MAY 21, 2020**

The meeting was called to order at 6:30 p.m. remotely via Zoom.

Present: Akenson, Josephson, Koster, Lombardi, Reeves, Sinclair; Town Board Supervisor: Ruzek; Public Works Director: Reed; Planner: Riedesel.

Absent: Lee.

APPROVAL OF AGENDA (Additions/Deletions): Sinclair moved approval of the agenda as submitted, moving Hockey Day Minnesota up in the agenda. Akenson seconded. Ayes all.

APPROVAL OF MINUTES OF FEBRUARY 20, 2020: Josephson moved the approval of the minutes of February 20, 2020. Koster seconded. Ayes all.

TOWNSHIP DAY / MOVIE IN THE PARK: Lisa Beecroft was present to report on Movie in the Park and Township Day updates. She used screen sharing to show the Park Board her report on the progress she's been making. She noted that amid the COVID-19 pandemic, she is still marketing for Market Fest and Manitou Days. Those events have been postponed until later in the summer and event sizes will be smaller than in the past. The pandemic will probably impact Township Day, but she is planning on additional hygiene, social distancing, masks, and disinfecting things.

Movie In The Park: Beecroft reported that 80% of the summer events in the area have cancelled, and she doesn't want the Movies in the Park to be one of them. She did postpone the first two movies from May 9th and June 20th to later in July and August. The new movie dates are July 11th and 25th, August 8th and 22nd. People are excited to have a reason to gather, and staff will work to maintain social distancing. She said she is marketing as normal. Movie hosts are still interested. Youth Football is interested, and the movie playing will be *Freaky Friday*. Sarah Hanson from the Town Hall Historical Society is also interested in hosting.

There was some discussion on the potential of a drive in movie event where everyone can social distance in their cars. There would be less capacity for attendees. It was

MINUTES
PARK BOARD MEETING
MAY 21, 2020

noted that people are social distancing on their own for the most part. There will be more discussion in the coming weeks.

Township Day: Beecroft reported that the Good, the Bad, and the Funky is confirmed, and Drumline should be good to go. She also recommended The Castaways bad for the afternoon tricky spot that is hard to fill. The band would perform for between \$400 and \$500, which Beecroft noted as a good deal. She will get pricing before the next meeting. Fireworks are being planned as normal. She noted parking will be less, and there will be no bussing people in. The car show is a go, and Viking Auto is very excited for the event. Beecroft noted that she has not heard from the petting zoo since the start of the pandemic. Touch a Truck will most likely proceed with signage stating 'play at your own risk'. She noted that she will have volunteers wiping things down throughout. Inflatables are cancelled for Township Day 2020. Archery is a maybe as of now. Face painting is a no, as is bingo.

There was some discussion on the silent auction. Perhaps staff could orchestrate an online silent auction to open the event. She will think on things in between the May and June meetings and report back. Beecroft went over sponsorship and vendors. She stated that she will launch the vendor applications by June 1st and will have the payment either be by credit card information over the phone to Township staff or via check. She noted that she is changing the letterhead to read "White Bear Township Day" so that it doesn't appear that the Township is soliciting funds.

Finally, she discussed marketing via billboards. Instead of printing posters, she suggested digital posters for email purposes, and setting up media kits to distribute online. She will move forward in marketing digitally with the Town website, Facebook, etc., eliminating many print forms of marketing and advertisement.

LITTLE DOGGY LIBRARY: Claire and Anna were present to discuss their idea of a Little Doggy Library for their Silver Award project for Girl Scouts. Similar to the Little Free Libraries that are in parks and neighborhoods containing books, and recently some canned food items, Little Doggy Libraries would contain leashes, collars, toys, food. These items like leashes, collars, and toys could even be gently used, wanting to pass them on to homes in need that have dogs. There was some discussion of which locations the duo had looked at, maybe Deer Meadow Park or dog parks as dog walkers frequent there. There was a question of the plans for building these Little Doggy Libraries. The duo wanted to feel out the level of support before doing more research. It was the consensus that they will get into contact with the volunteer group for Otter Lake Dog Park, and will put together a more detailed plan before returning to the Park Board to update on their progress.

LITTLE FREE LIBRARY: Justin and Elizabeth Bradshaw were present to update the Park Board on the success of their Little Free Library they placed in Brandlwood Park in honor of their stillborn daughter Estelle in 2018. The Bradshaw's first came before the Park Board on April 19, 2018, gaining approval. From there, the Town Board approved

MINUTES
PARK BOARD MEETING
MAY 21, 2020

the Bradshaw's request on May 7, 2018, and by June 25, 2018 the Little Free Library was built and installed in time for the ribbon cutting on June 28th of that year. Since then, the Bradshaw's have kept a close eye on the Estelle's Little Free Library, cleaning it, filling it with books they acquire, and have recently installed a digital counter to monitor activity. It is opened on average once per day: this could mean sometimes no books are removed, one book is removed, or more than one book is removed. They also have pamphlets available recognizing stillbirths, the books they place are labeled and contain a hashtag in which Elizabeth Bradshaw has used in the Library's Instagram account to generate and track activity.

Recently, the Bradshaw's acquired a similar Little Free Library on an online auction and would like to continue the legacy. Similar to Estelle's Little Free Library, which cost about \$3,000 of craftsmanship quality, the Bradshaw's will maintain this library, whether in the same park or in another area of the Township. It was noted that Estelle's Little Free Library is the highest quality, technologically advanced, and the owners are dedicated to keep it well stocked and cleaned. This is not the case everywhere. The ideal location for this Little Free Library, according to the Bradshaw's, is Eagle Park. There was consensus on this location. It was noted that it's great the Bradshaw's turned their loss into such a positive impact.

Koster moved to recommend to the Town Board to approve a new agreement for another Little Free Library for the Bradshaw's. Sinclair seconded. Ayes all.

HOCKEY DAY MINNESOTA: Corey Roberts from Hockey Day Minnesota was present to update the Park Board on the Minnesota Wild, Fox Sports North (FSN), and Hockey Day Minnesota's interest in Polar Lakes Park (PLP) for the location of Hockey Day Minnesota 2022. Though FSN and Wild have the final say, they are happy with the location, experience, and friendliness of staff so far. The appeal of PLP is the large footprint, not in a particular neighborhood, wide open space, community involvement already, a good FSN backdrop with the wetlands and nature preserves, etc.

There was some discussion on restrooms; they could budget for enough port-a-potties for 10,000 people if needed. Roberts discussed the process of the Hockey Day Minnesota weekend. Their staff does create a barrier between the soccer field and the ice rink, starting construction in mid-December, and the ice is supposed to be up 2 weeks prior. Youth games take place 10 days prior. The Hockey Association in the area gets to keep and use any net proceeds, which in the past has been nearly \$100,000. Though the cost is high, Bemidji cost around \$892,000 to host, half of the cost is sponsorships. Community involvement is typically high: for example, Mankato's sponsorship finished meeting the needs prior to March.

It was the consensus that the Park Board supports Hockey Day Minnesota at PLP, noting that it is an amazing opportunity for the community and awesome recognition for the Township.

MINUTES
PARK BOARD MEETING
MAY 21, 2020

Reeves motioned to recommend to the Town Board to approve Polar Lakes Park as the location for the event of Hockey Day Minnesota 2022. Akenson seconded. Ayes all.

The next steps are for the Town Board to approve and adopt a special events permit.

POLAR LAKES PARK – RESTROOM UPDATE – PLAYGROUND EQUIPMENT

DISCUSSION: Restrooms: The Town Planner reported on the Town Board support of both bathrooms. The Town Finance Officer is working on funding with a \$1 Million bond. The locations and restrooms are set, but there was some discussion over size and a potential update with the site of one restroom. Should there be 10 toilets, pre-fabricated or custom built, men’s room, women’s room, and a family room. There was discussion of the locations and restroom units. The unit discussed for the ball field area is # FAM-154-2FAM; the unit discussed for the soccer field area is # FAM-275ST. The second restroom noted has room for storage that could be easily converted into another restroom. When it comes to the locations laid out in the packet: staff had preferred the location between ballfields 2 and 3, the Township Baseball Team Association preferred relocation between 2 and 3, Park Board has recommended the site between fields 1 and 2. There was some discussion over the areas, and it was decided that the Park Board will table the restroom portion of the agenda to next month to give the Board members time to go look at the exact locations at Polar Lakes Park.

Playground Equipment: The Town Planner received proposals from Northland Recreation and GameTime Corporation, which were solicited by staff to include with a DNR grant application. The estimate is around \$200,000 for the playground update. GameTime offers refurbishment of the existing equipment for approximately \$90,000. There was discussion of Polar Lakes Park: the uniqueness; one of the most popular parks; if refurbished, the playground could also be expanded; but all the equipment has always been popular. The Board doesn’t want to update the equipment and not have the community like it. The life expectancy of playground equipment is about 20 years, to keep current with playground trends and what kids like to play on. It was noted that Polar Lakes Park equipment is 20 years old, but is still very popular. This needs to be taken into consideration as well.

Another couple of reasons for upgrading the playground is bringing the equipment up to current standards and including equipment for accessibility and adults. There was some discussion of some items to include in the park upgrade or refurbishing. The next steps are for staff to get together with GameTime about refurbishing, and possibly reduce the budget to \$150,000 for playground equipment, and \$50,000 for themed equipment. The Park Board may want to use what is already there and add more. From there, the Board will decide what to keep and refurbish and what to purchase new. There was some discussion on trails and grant application. There was some discussion about possible other park improvement which could be supported by a bond. This agenda item is continued to next month’s discussion.

MINUTES
PARK BOARD MEETING
MAY 21, 2020

SUMMIT LANE: The Town Planner noted that no action is necessary for this agenda item; it is just an FYI item. Summit Lane has received a complaint due to the sunset/sundown policy May/October rule and someone had violated the rule. The Park Board discussed this. It was noted that the kayak rack is now filled.

BELLAIRE BEACH – UPDATE: The Town Planner reported on the Bellaire Beach project at the current stage in the Master Plan. Ramsey County has a shoreline restoration plan that will cost about \$35,000. The Township is eligible for \$14,000 in grant money, and this item was budgeted for in 2020 upgrades. The Township can also hire Ramsey County staff for \$2,000 to oversee and complete the project. There was some discussion on other items in Bellaire Beach Park: the parking lot will cost about \$60,000, which has been held over; the Saputo shelter is on the docket for late 2020; there was some discussion on the playground area, though nothing is under consideration yet, staff is just planning ahead for the future.

Josephson motioned to recommend approval to the Town Board for the approval of the shoreline improvement project for Bellaire Beach, including an additional \$2,000 for Ramsey County staff to spearhead the project, and for all the work to be accomplished according to page 45 of the packet. Koster seconded. Ayes all.

ORGANICS DROP-OFF: The Town Planner reported that there is not much to update. Last meeting, the Park Board discussed outside of the Public Works building as a potential location. Staff would like to discuss the option with Tamarack Nature Center one more time.

LAKE LINKS TRAIL MEETING SCHEDULED: The Town Planner reported that the Lake Links Trail Association is taking feedback for the various options and he wanted to encourage the Park Board to look at the information and provide input as each member feels necessary. There was some discussion on the trail options being considered, the timeline, the one-way possibilities, etc.

Reeves had to drop out of the meeting.

COVID UPDATES ON PARKS: The Town Planner reported that the Town parks are open again. The playground, courts, ball fields, etc. were closed, but are open now. The Town has been hearing from the respective associations about cancelling their seasons, practices, or games. Most associations are planning on holding practices, but no games are scheduled for the season at this time. The Town has documentation around the parks, as well as having all associations sign waivers that state it is up to them to follow the Governor's orders. Other than that the Township has no liability.

There was some discussion on the flow of leadership when it comes down to how emergency decisions are made, as some members would have liked to have been notified prior to the decisions made about the Town parks. It was noted that this is uncharted territory and that the flow of leadership is from Governor to Counties to

MINUTES
PARK BOARD MEETING
MAY 21, 2020

Municipalities and on down. The Township created an Emergency Management Response Team in which the Town Clerk, Town Attorney, Town Board Chair and Public Works Director are a part of the discussion and decision making process. With everything changing day-by-day, Town staff didn't notify the Park Board of any changes. There was further discussion.

CHAIR & VICE-CHAIR POSITIONS: The Park Board Chair reported that Chair and Vice-Chair positions are up for review. Lombardi stated that he has enjoyed being Chair and would be content with remaining or stepping down. Vice-Chair Koster stated she has enjoyed being Vice Chair and would be content with remaining Vice-Chair or moving to Chair. There was some discussion over both Koster and Lombardi's work schedules interfering with Park Board meetings. Both do a good job of leading the meetings.

Josephson nominated Koster for Park Board Chair. Sinclair seconded. Ayes: Akenson, Josephson, Lombardi, Sinclair; Abstentions: Reeves, Koster.

Koster nominated Lombardi for Park Board Vice-Chair. Josephson seconded. Ayes: Akenson, Josephson, Koster, Sinclair; Abstentions: Reeves, Lombardi.

Koster is the Park Board Chair for 2020-2021. Lombardi is the Park Board Vice-Chair for 2020-2021.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director reported on the Public Works Department Activity report for February through May 2020. He gave an overview of ball field maintenance and how mowing season has started. He explained the information on Four Seasons Park construction is the County replacing the culverts. There was some discussion on the Public Works Department Activity report.

ADDED AGENDA ITEMS: There were no added agenda items.

Josephson moved to adjourn the meeting at 8:57 p.m. Koster seconded. Ayes: Akenson, Josephson, Koster, Lombardi, Sinclair; Abstentions: Reeves.

Respectfully Submitted,

Megan R. Cavanaugh
Recording Secretary