



## Watertown Park Commission Meeting

DeAnna Clemens  
Terry Gallagher  
Wesley Christ  
Joel Skoog  
Brad Kipp  
Brian Lonquist  
Adam Pawelk

4/19/2023 - Minutes

### 1. Call To Order And Roll Call

Park Commission President DeAnna Clemens called the Watertown Park Commission meeting to order at 6:30 p.m. Wednesday, April 19, 2023 in the Council Chambers of City Hall.

Park Commission Members Present: DeAnna Clemens, Terry Gallagher, Wesley Christ, Joel Skoog, Brad Kipp, Brian Lonquist, Adam Pawelk and Jack Lynch

Staff members present: City Administrator Jake Foster and Administrative Assist/Permit Technician Kimberly Block

### 2. New Business

Wesley Christ the new appointed park commission board at the April 11, 2023 Council Meeting., Wesley introduced himself to the board with his background information,.

#### 2.A. 2A - March 15, 2023 - Minutes

**LONQUIST MOVED TO ADOPT THE MARCH 15, 2023 MEETING AS PRESENTED. GALLAGHER SECONDED. MOTION PASSED 5-0 (LYNCH ABSENT FOR VOTE)**

#### 2.B. 2B - Mullen Property Park Review And Naming

Foster gave an overview and brief history of the Mullen property update. In 2021, the City secured a grant for \$400,000 from the Minnesota Department of Natural Resources (DNR) at a 10:1 match to acquire private property and restore it to its natural habitat. As part of these agreement, the City will manage the wetland the property encompasses, restore native plants/remove invasive species, and create a passive recreation park. The City officially acquired the property in December of 2022.

The City has also identified a portion of the shoreline which is in need of immediate stabilization. As part of the shoreline restoration project, the City will be creating a natural fishing area. The overview map of the property, and a Restoration Concept Plan which provides a general overview of the project

was shown to the board and reviewed.

The timeline for the restoration of the property will start this summer and will be continue into the upcoming as needed. Skoog suggested having roughed in mountain biking, snowshoeing, and skiing. There was discussion regarding the added maintenance time for staff concerns. Clemens stated there is a County Memorial Marker on the property and was wondering about the historical factor of the site. Foster will check with Carver County this marker. Clemens suggested connecting the proposed trail to make a continues loop and possibly connecting it to the adjacent trail in the King's Meadows restoration area. Kipp suggested putting a dog waste stations by the entrances of the park to encourage patrons to clean up behind their pets. Councilmember Pawelk reminded the group their will not be any signage designating parking at the street entrances to the park. Foster stated there will be signage provided by the DNR to comply with the grant requirements, but the will not include the name of the area.

Foster presented a park naming request from the previous property owners the City has received. The parkland had been in the previous owners' family for generations, and they have requested that be acknowledged through the naming of the park. Joanne and Brian Mullen have submitted the request that the park be named the Charlie and Mary Lou Jirik Family Park or Jirik Family Park. While the City does not allow for parks to be named after people for existing parkland, or parkland acquired through the development process, there has been some precedent for parks to be named by previous landowners and people through these instances (e.g., Rick Johnson Park). Clemens stated helps to promote the park area is open to public access. Council member Pawelk suggested more research on past park naming practices needs to done prior to this area being named.

**LONQUIST MOVED TO TABLE THE PARK NAME SUGGESTIONS UNTIL FURTHER RESEARCH HAS BEEN DONE. GALLAGHER SECONDED. MOTION PASSED UNANIMOUSLY.**

## 2.C. 2C - Highland Park Bathrooms

Foster presented the background regarding the Highland Park Bathroom project quote process. The Watertown City Council approved the Highland park Master Plan at their April 11, 2023 City Council meeting. One of the top priority items in the plan, and as discussed by the Park Commission, was the upgrades tot he bathrooms and press boxes., These items were also included in the 2023 Capital Improvement Plan (CIP). To ensure the budgeted amount (\$75,000) was appropriate for the scope, staff has begun to discuss the project informally with vendors. It has proved to be more challenging then anticipated to find firms interested in bidding the project. Staff is looking for some direction from the Park Commission as to how quotes should be solicited, and that sonication is recommended to City Council for approval. The two approaches that staff has identified for soliciting quotes would be reaching out directly to specific firms who might be interested in the project, and issuing a formal Request for Proposals (RFP). The latter would provide the specific scope of what the project and respective bids should include. Proposals would be received within a specific window, and then the Council would choose to accept a bidder from that list. Foster staff has not had any luck so far getting quotes directly due to the uniqueness of the project.

Lonquist suggested it would be best to have the specifications of the project in writing, this way the contractors would basically have a checklist when preparing their quotes. Pawelk stated going out for RFP's could potentially raise the cost being it would need to go through Bolten & Menk. The time frame for the project would be late summer/fall 2023. Currently non of the teams who use the field are offering cost sharing with the city for the variety of updates proposed for Highland Park. The suggestion from the board is to have staff work with Bolten and Menk to come up with a list of project requirements with specific language for the Scope of Work (e.g. mid grad commercial flooring, industrial standard commercial fixtures).

Kipp asked for a update on the process of a new batter's eye. Foster stated the option staff and teams have found the best option currently has been quoted at a much higher price than originally thought. The cost came in at \$100,000, but it has a 50 year warranty versus cheaper models which would need

to be replaced sooner timeframe.. Foster explained and should the variety of options. Pawelk stated a more affordable option needs to be available and suggested staff researching those option more in depth.

### 3. Updates From Staff

Foster reported their has been flooding through out the city lately, the river did crest lower than originally anticipated yesterday and will gradually decline, The preliminary plot for the Sugarbush development will be presented to the planning commission at the May 11th meeting. The development will include about 83 homes. There has been some discussion regarding the trail along Highway 10 to connect the variety of sections and make the surface consistent. The board had some concerns about the maintenance responsibility of the trail if the surface is changed. Foster stated their will be opportunity in the future for the board to discuss this matter.

### 4. Adjournment

**GALLAGHER MOVED TO ADJOURN THE MEETING UNTIL MAY 17, 2023 AT THE RICK JOHNSON PARK TO CLEAN UP THE PARK. SKOOG SECONDED. MOTION PASSED UNANIMOUSLY.**

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Chairperson, DeAnna Clemens

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City Administrator, Jake Foster

The Park Commission is scheduled to meet again on Wednesday, April 17, 2023 at the Rick Johnson Park to clean up the park.