



AGENDA
PARKS, RECREATION & NATURAL RESOURCES COMMITTEE
MEETING

January 8, 2025 - 6:00 PM
City Hall Council Chambers

1. Call to Order
2. Approval of the Minutes
 - a. November 6, 2024 Meeting Minutes
3. Citizen Comments
4. Discussion Items
 - a. Cherryview Park Improvements & New Fire Station Discussion
 - b. Parks and Recreation Department Strategic Plan
5. Staff Notices
6. Adjourn

**CITY OF LAKEVILLE
PARKS, RECREATION & NATURAL RESOURCES COMMITTEE
MEETING MINUTES
November 6, 2024**

Committee Vice-Chair Henneberry called the meeting to order at 6:00 p.m. in the City Council Chambers.

Members Present: Daniel Volkosh, Lindsay Haneman, Monica Joubert, Steven Henneberry

Members Absent: Surya Ganesan (alternate), Shahid Nadeem, Erin Young, Holly Weberg

Staff Present: Parks and Recreation Director Joe Masiarchin, Environmental Resources Manager Mac Cafferty

1. Approval of October 2, 2024 minutes

A motion was made by Joubert, seconded by Volkosh to approve the October 2, 2024 minutes as written.

Ayes: unanimous

2. Citizen comments

3. Cedar Hills North Preliminary Plat

This plat includes the development of 88 single family residential lots and 144 attached townhomes on 148.6 acres located north of 200th St. and east of Cedar Avenue. The wetland delineation that was completed identified two small wetlands .29 acres in size that will be impacted by the development. The wetlands are adjacent to the Vermillion Watershed Water Quality Corridor, they will be realigned and restored with the development. All of the 196 significant trees located on the site will be removed. The developer will satisfy their required park dedication with a cash contribution, there will be a small private tot lot within the development for residents. The developer is responsible for the construction of five-foot-wide concrete sidewalks along one side of the streets within the development excluding some areas of privately owned and maintained streets. A 10-foot-wide bituminous trail will be constructed on the east side of Cedar Avenue and along the north side of 200th Street at the plat boundary.

Committee Member Volkosh – What is the nearest park location to this development? Spyglass Park and in the future, Voyageur Park.

Committee Member Henneberry – Noted staff's recommendation on tree species diversity made on the developer's tree replacement plan. Staff indicated that many of the trees located on the weren't the most favorable and the City Forester has been encouraging species diversity and better-quality trees with development. The committee indicated their appreciation for these efforts.

There was no further comment.

A motion was made by Volkosh, seconded by Joubert to recommend to City Council approval of the Cedar Hills North Preliminary Plat as presented in the October 29 Planning and Engineering reports.

Ayes: unanimous

4. Strategic Plan

Masiarchin presented details on the future development of a department strategic plan and the committee's participation in this process. The Arts Center and advisory boards have previously worked with Aurora Consulting for this process. The two-day process would include discussion on current state and future state of the Parks and Recreation Department. Ideally, the process would be completed by a group of at least twelve. Staff will share the dates that the consultant is available in early 2025 so that this can be scheduled.

5. Staff Report

Staff shared an update on the installation of a proximity door lock system throughout the parks. Training on the Proxess software was completed by staff in October and the contractor has started installing the electronic door locks on park buildings throughout the system excluding the John Hennen Pavilion. Installation of the locks at the permanent warminghouse locations has been completed and installation will continue through January. The new lock system will provide renters with the ability to access park buildings via their phone or other mobile device. Currently, renters have to stop in City Hall to pick up keys to access buildings, this new system should provide a better user experience. Staff is currently in the process of implementing a workflow on how credentials will be sent to renters in conjunction with RecTrac.

The Winter/Spring brochure will be mailed to residents beginning November 22, online registration will open November 14. In 2025, staff will be switching to a two-brochure cycle that will streamline the planning and design process and reduce the cost of our seasonal brochures. The saved funds are intended to be invested in other advertising opportunities.

Grand Prairie Park construction continues, the challenge course is nearly complete with the absence of the safety surface that will be installed in the spring. Substantial progress has been made on the main building and field support building. Footings for the grandstand have been completed. Staff will be meeting with Finance in the coming weeks to assess funding and winter construction costs.

Motion was made by Haneman, seconded by Volkosh to adjourn the November 6, 2024 meeting.

Ayes: unanimous

6. Adjourn

Meeting 6:35 p.m.



Memorandum

To: Parks, Recreation and Natural Resources Committee

From: Joe Masiarchin, Parks and Recreation Director

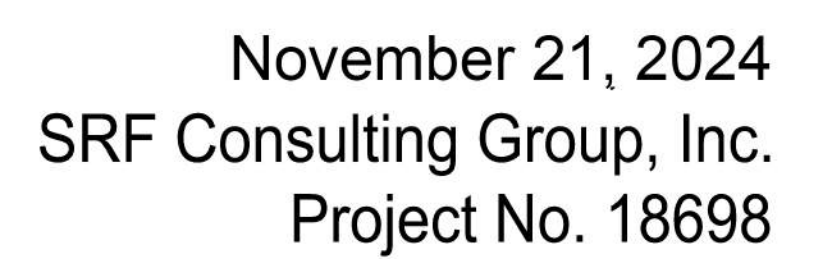
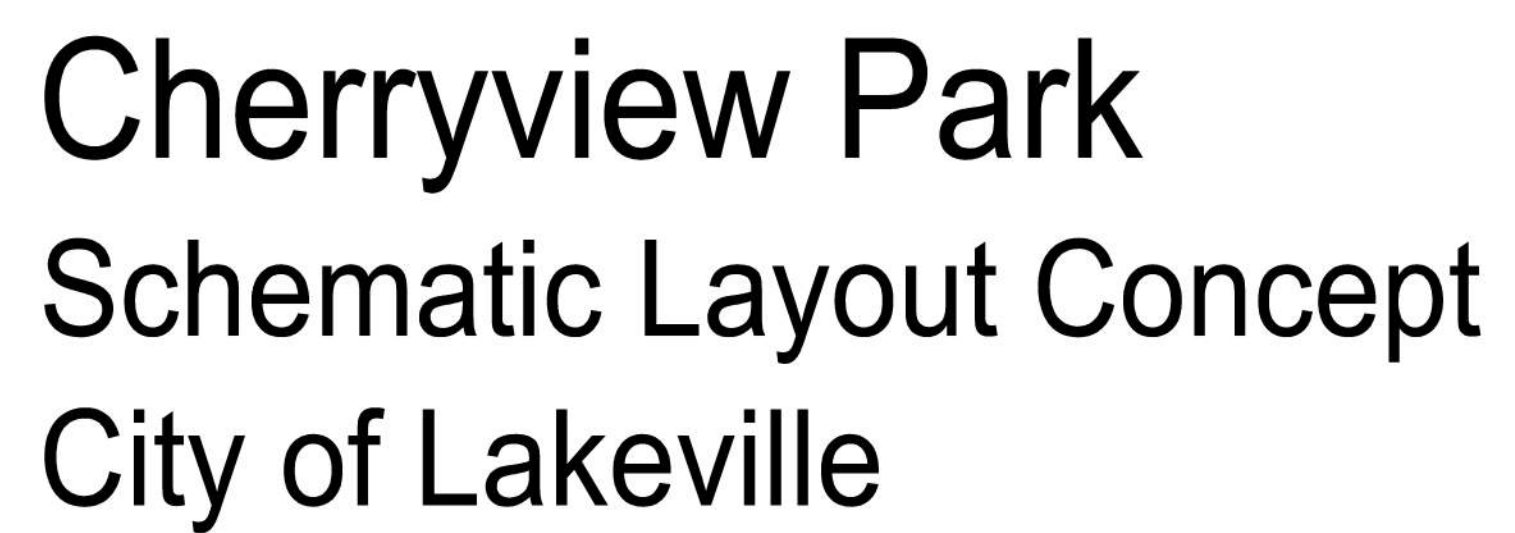
Date: January 3, 2025

Subject: Cherryview Park Improvements & New Fire Station

A recent study of the City's fire department operations has identified the need for a new fire station to accommodate full-time staff and consolidate operations to better meet the needs of the growing community. After review of several potential sites, a portion of Cherryview Park has been identified as the potential location for a new fire station. While other locations were considered, the cost of acquiring additional land for the fire station became a mitigating factor. But utilizing underused space and reorganizing park amenities a portion of the savings from land acquisition would be redirected toward park improvements.

- Baseball diamond relocation with incorporation of a pleasure skating rink
- Lighting improvements for the rink and baseball diamond
- Larger, shared parking area
- Trail connectivity improvements
- Expansion and relocation of basketball court
- Addition of a new, permanent warming house and permanent restrooms
- The playground equipment was recently replaced in 2019, the equipment will be relocated and much of the existing equipment will be repurposed

A Public Open House is scheduled for January 7, neighbors to the park have been invited to share their feedback and ask any questions they might have regarding the project. An overview of the meeting will be shared with the committee. The proposed master plan is included in this packet, staff is asking for this committee's feedback and possible approval of the proposed concept. of the proposed master plan. The proposed construction and improvements are planned for 2025-26.





Memorandum

To: Parks, Recreation and Natural Resources Committee

From: Joe Masiarchin, Parks and Recreation Director

Date: January 3, 2025

Subject: Parks and Recreation Department Strategic Plan

As follow up to our discussion in November, two dates have been selected for the Strategic Planning Workshops:

- Monday, February 10
- Friday, February 21

This is an opportunity to answer questions that the committee might have on the process and further discuss the upcoming workshops.