



**RECREATION AND PARKS
ADVISORY COMMITTEE AGENDA
Tuesday, September 1, 2020
Virtual Meeting
5:00 P.M.**

1. Call to Order.
2. Additions to and Approval of the Agenda.
3. Approval of Minutes
 - July 7, 2020
4. Presentation(s)/Public Comment.
5. Reports:
 - Parks Department Report.
 - Community Center Report.
 - Recreation Programming.
6. Old Business:
 - Cedar Ridge ½ Court basketball court
 - Eagle Scout Gaga Pit project
7. New Business:
 - RPAC Chairperson appointment.
8. Thoughts & Ideas for upcoming meetings:
9. Next Meeting is Tuesday, October 5, 2020.
10. Adjournment:

Webinar link: http://bit.ly/rpac_200901

(Please use the web link to ensure you are a panelist for the meeting)



A Regular Meeting of RPAC was held on Tuesday July 2020 at 5:10 PM via virtual City webinar.

- With Chairperson Cormac Dunning presiding.

RPAC Members present:

- C, Dunning, R Wilke, K Wilke, M Sullivan

Advisory Members present:

- Council members: J Favolise
- City Staff: Allison Watkins, Jasper Kruggel, Rich Kucera Tj. Heinricy were also present

Advisory Members absent:

- Council members: N/A

Meeting called to order by Chairperson C Dunning.

Motion By:

- Member K Wilke.
- Seconded by member M Sullivan approving the July Agenda.
- Voting in favor: C Dunning, K Wilke, M Sullivan.
- Members voting no: None.

Motion carried.

Motion By:

- Member K Wilke.
- Seconded by member M Sullivan approving the June 2, 2020 minutes.
- Voting in favor: C Dunning, K Wilke, M Sullivan
- Members voting no: None.

Motion carried.

Presentation / Public Comment:

No public comments

Reports:

Public Works Report:

- **Tj. Heinrich, Public Works Manager.**

- June events:

- Library program at American Legion Park

- Park Status:

- American Legion:

- Weekly trash removal.
- Outdoor rink being prepped for painting.
- Couple acts of Graffiti removed
- Staff are disinfecting playground equipment daily.

- Cedar Ridge Trail:

- Weekly trash removal.
- Talked with neighbors about upcoming ½ basketball court proposal.
- Staff are disinfecting playground equipment daily.

- Jo Eagle Anderson.:

- Weekly trash removal.
- Staff are disinfecting playground equipment daily.

- Le Sueur Dog Park:

- Weekly trash removal.
- Staff are disinfecting playground equipment daily.

- Mayo:

- Open
- Park shelter has been washed but restrooms will remain closed.

- Mothers Louise:

- Park adopter have planted flowers

- Pierre Le Sueur:

- Park adopter have planted flowers

- River:

- Weekly trash removal
- Boat landing has been cleaned seven times with recent water level changes

- Park Projects:

- Mayo Park.

- lot cleaned
- lot boarder turf rehab
- Trees and shrubs trimmed

- Tree planting

- Postponed till Fall
 - Road construction & summer heat

- Park Reservations:

- American Legion:

- 4 reservation in June.

- Jo Eagle Anderson

- 2 reservations in June

- Mayo

- N/A

Recreation Program and Community Center Reports: Community Center

- **Allison Watkins, Recreation Manager**
- Rec Desk Update
 - Staff using software and happy with the program
 - Company reps willing and able to help with issues via videos
 - Staff presented a spreadsheet from Rec desk software showing pool usage.
- Project Updates:
 - Outdoor pool opened
 - Donations have been received to help with user costs

Recreation and Program Report:

- **Alyssa Pink, Recreation Coordinator.**
- Current Virtual Programs:
 - Programs are being used
 - Future programs are being developed.
- Program updates.
 - Basketball shooting contest cancelled
- Current / Future Programs:
 - T Ball this Fall
 - Soccer this Fall
 - Private or semi-private swimming lessons to be offered
 - Single day rec programs
- Catalog update:
 - Staff determining on how the Fall programs will be offered.

Old Business:

- City Administrator Kruggel gave a brief update about the opening of the outdoor pool and Community Center.
 - Possible Center opening September or October 1 if state Care fund allotted.
 - Staff has applied for state Care funds and are awaiting warding of funds.
 - Possible volunteer efforts are being looked at if the Center/Arena open.
 - Personal and Budget committee have been meeting on the subject.
 - The Committee if going to meet with City Council in the next few weeks.

New Business:

- Cedar Ridge Park ½ Basketball court.
 - Staff presented to the group a letter along with a petition from a neighborhood group about installing a ½ basketball court at the Park.
 - RPAC group discussed the possibility and funding of the project.
 - Staff presented cost estimates for the court and amenities



Motion By:

- Member M Sullivan
- Seconded by member K Wilke to direct staff input \$25,000.00 into the City CIP fund for 2021 or 2022 installation.
- Voting in favor: C Dunning, K Wilke, M Sullivan.
- Members voting no: None.

Motion carried

- Eagle Scout Gaga pit project for American Legion Park.
 - Staff presented a brief update and PowerPoint presentation from Liam West.
 - Group discussed the presentation and PowerPoint.
 - Group thought the project was worthy and would be a good addition to the park.

Motion By:

- Member M Sullivan
- Seconded by member K Wilke for staff to assist with the project and future installation of the Gaga pit.
- Voting in favor: C Dunning, K Wilke, M Sullivan.
- Members voting no: None.

Motion carried

Thoughts & Ideas for upcoming meeting:

- N/A

Next meeting will be Tuesday, August 4, 2020 @ 5:00PM tentatively via virtual webinar.

Motion By:

- Member M Sullivan
- Seconded by member K Wilke for adjournment.
- Voting in favor: C Dunning, K Wilke, M Sullivan.
- Members voting no: None.



*CITY OF LE SUEUR
RPAC UPDATE*

TO: Recreation and Parks Advisory Board
FROM: Tj. Heinrich, Public Works Manager
SUBJECT: 2020 Park Staff Report
DATE: RPAC Meeting of Tuesday, August 4, 2020

PURPOSE

Park status report for July 2020

SUMMARY:

July Events:

- Music in the Park program at American Legion Park.
 - July 15

Park Status:

- **American Legion:**
 - Weekly trash removal or after events and reservations.
 - Outdoor Rink Pickle ball court / rink is being painted
 - Planting beds were cleaned recently
 - Disinfecting playground equipment daily.
- **Cedar Ridge Trails:**
 - Weekly trash removal
 - Staff are disinfecting playground equipment daily.
- **Jo Eagle Anderson:**
 - Weekly trash removal or after events and reservations.
 - Shelter restrooms stay secured unless shelter is reserved.
 - Disinfecting playground equipment daily.
 - Staff removed vandalism from the shelter area
- **Le Sueur Dog Park:**
 - Weekly trash removal.
 - Disinfecting certain areas in the park daily.
 - Planting beds & trails have been weeded twice in July
- **Mayo:**
 - Park is open.
 - Dead trees still to be removed

- **Mothers Louise:**
 - Park trees were trimmed of a couple hazards created by recent storms.
- **Pierre Le Sueur:**
 - Being maintained.
- **River:**
 - Weekly trash removal.
 - Boat landing has been cleaned three times due to recent water levels.
 - Boat landing was repaired after low water levels showed a large void at the end of the ramp.
 - Additional riprap added.
 - Two additional panels added.

Park Projects:

- Community Garden:
 - Unused areas de-weeded
 - Unused Park trailer placed into compost area to aid in removal of garden waste.
- Bruce Frank Field:
 - Outfield Fence
 - Cleaned
 - Volunteer tree & dead vines removed
 - Warning track de-weeded.
 - Infield had edges defined and cleaned.

Park Reservations:

- **American Legion:**
 - Every weekend in July
 - Couple additional events during the week in July.
- **Jo Eagle Anderson:**
 - Four reservations
- **Mayo:**
 - One reservation

ACTION REQUESTED

Recognize & accept this month's report from Public Works staff.



*CITY OF LE SUEUR
RPAC UPDATE*

TO: Recreation and Parks Advisory Board
FROM: Tj. Heinrich, Public Works Manager
SUBJECT: 2020 Park Staff Report
DATE: RPAC Meeting of Tuesday, September 1, 2020

PURPOSE

Park status report for August 2020

SUMMARY:

August Events:

- Music in the Park program at American Legion Park.
 - August 12, 19, 2020
 -

Park Status:

- **American Legion:**
 - Weekly trash removal or after events and reservations.
 - Outdoor Rink Pickle ball court / rink painting is complete
 - Disinfecting playground equipment daily.
- **Cedar Ridge Trails:**
 - Weekly trash removal
 - Staff are disinfecting playground equipment daily.
- **Jo Eagle Anderson:**
 - Weekly trash removal or after events and reservations.
 - Shelter restrooms stay secured unless shelter is reserved.
 - Disinfecting playground equipment daily.
- **Le Sueur Dog Park:**
 - Weekly trash removal.
 - Disinfecting certain areas in the park daily.
 - Two old storm water drainpipes were installed by staff & after receiving a couple of complaints the pipe was removed.
- **Mayo:**
 - Park is open.
 - A few Dead trees still to be removed

- **Mothers Louise:**
 - Weekly trash removal.
- **Pierre Le Sueur:**
 - Being maintained.
 - Weekly trash removal.
- **River:**
 - Weekly trash removal.
 - Boat landing is being cleaned once to two times due to recent water levels.

Park Projects:

- Community Garden:
 - Unused areas de-weeded
 - Trailer for compost waste is being used.
- FEMA Update for Parks:
 - River Park
 - Will receive FEMA funds to restore areas in the park to pre-disaster conditions.
 - No FEMA funding will be received for new restroom mitigation.
 - Mayo
 - Will receive FEMA funds to restore areas in the park to pre-disaster conditions.
 - No FEMA funding will be received for new shelter mitigation.

Park Reservations:

- **American Legion:**
 - Several in August in July
 - Farmers Market is using the Park every Wednesday for their event.
- **Jo Eagle Anderson:**
 - One reservation
 - Softball Tournament
- **Mayo:**
 - N/A

ACTION REQUESTED

Recognize & accept this month's report from Public Works staff.



CITY OF LE SUEUR
UPDATE FOR RPAC

TO: RPAC Chair and Board
FROM: Allison Watkins, Recreation Manager
SUBJECT: Community Center Report
DATE: For the RPAC Meeting of Tuesday, August 4, 2020

PURPOSE

To provide the RPAC Committee information to have a continued discussion regarding Le Sueur Community Center services.

SUMMARY

- Council approved the Community Center to reopen Sept. 1 with 24-hour access
 - Fitness Center
 - Racquetball/ Gymnasium
 - Ice Arena (Sept. 26, first day of ice)
 - Indoor pool and locker rooms will remain closed through Dec. 31, 2020
 - Staffed hours 7am to 7pm
 - Covid-19 screening like what is being done at the pool/ everyone will have waiver
 - Non-staffed hours – members will have to sign a waiver and place in a drop box each night. This will be monitored by staff the following day.
 - Merrick Room/ Loft used for seniors (high risk individuals) only

- Totals from the pool as of 7/28/20
 - Single Memberships **28**
 - Family Memberships **117**
 - Total attendance **3085**
 - Daily admissions purchased **461**
 - Concession sold **\$1,154.24**
 - Lap Swim attendance **24**
 - Water Walkers attendance **59**



ADA stairs at the outdoor pool

ACTION REQUESTED

Recognize & accept this month's report from Le Sueur Recreation staff.



CITY OF LE SUEUR
UPDATE FOR RPAC

TO: RPAC Chair and Board
FROM: Allison Watkins, Recreation Manager
SUBJECT: Community Center Report
DATE: For the RPAC Meeting of Tuesday, September 1, 2020

PURPOSE

To provide the RPAC Committee information to have a continued discussion regarding Le Sueur Community Center services.

SUMMARY

- Council approved the Community Center to reopen Sept. 1 with 24-hour access
 - Fitness Center
 - Racquetball/ Gymnasium
 - Ice Arena (Sept. 26, first day of ice)
 - Indoor pool closed indefinitely at this time
 - Staffed hours 7am to 7pm Monday-Friday, no weekend hours
 - Covid-19 screening like what is being done at the pool/ everyone will have a waiver signed as they renew membership
 - Merrick Room/ Loft used for seniors (high risk individuals) only
- Total Community Center membership sold as of 8/24/20
 - Fitness Center 12 (6 single, 3 two person)
 - Gym/Racquetball 1 (family)
 - Silver Sneakers Members 18
 - Staff has been calling all pervious members offering to resign them up over the phone or setting up appointments for people to come in and sign up and get new access cards.
- Last Day of the outdoor pool season is August 31, 2020
- Totals from the pool as of 8/24/20
 - Water walker attendance 135
 - Lap Swim 33
 - Single Memberships sold 30
 - Family Membership sold 119
 - Total daily admission 772
 - Total attendance 5190



ADA stairs at the outdoor pool

ACTION REQUESTED

Recognize & accept this month's report from Le Sueur Recreation staff.



CITY OF LE SUEUR
REQUEST FOR RPAC ACTION

TO: RPAC Chair and Board

FROM: Alyssa Pink, Recreation Supervisor & Allison Watkins, Recreation Manager

SUBJECT: Recreation Report

DATE: For the RPAC Meeting of Tuesday, August, 4th 2020

PURPOSE

To provide the RPAC Committee information to have a continued discussion regarding Le Sueur Community Center services.

SUMMARY

Current Programs

- T-Ball
- Soccer
- Private/Semi-Private Swim Lessons
- Silver Sneakers Classes
- RIP 60
- Body Weight Bootcamp
- Dance Classes

Cancelled Programs

- None

Upcoming Fall Programs

- Flag Football
- 5th and 6th Grade Football
- 5th and 6th Grade Volleyball
- Bitty Basketball

Catalog Check-In

Fall 2020 Activities Guide

Staff is currently determining how to proceed with Fall Programs and how that information will be disbursed.

ACTION REQUESTED

Recognize & accept this month's report from Le Sueur Recreation staff.



CITY OF LE SUEUR
REQUEST FOR RPAC ACTION

TO: RPAC Chair and Board
FROM: Alyssa Pink, Recreation Supervisor & Allison Watkins, Recreation Manager
SUBJECT: Recreation Report
DATE: For the RPAC Meeting of Tuesday, September 1, 2020

PURPOSE

To provide the RPAC Committee information to have a continued discussion regarding Le Sueur Community Center services.

SUMMARY

We did see a decrease in participation during our summer programs. Fall programs are set to start the week of Sept. 14. Programs have been modified to keep social distancing in mind.

Current Programs

- | | |
|-------------------------------------|----|
| • T-Ball | 37 |
| • Soccer | 23 |
| • Private/Semi-Private Swim Lessons | 13 |
| • Silver Sneakers Classes | 15 |
| • RIP 60 | 11 |
| • Body Weight Bootcamp | 9 |
| • Dance Classes | 45 |

Cancelled Programs

- Both youth contact football and volleyball have followed the high school league and moved these sports to the spring.

Upcoming Fall Programs

Registration is still open for these programs and will close September 8. We are looking to add more dance classes as well. Those were very popular during the summer classes. We are waiting on the instructor to commit.

- Flag Football
- Sand Volleyball
- Family Kickball league

Catalog Check-In

Fall 2020 Activities Guide

Staff is will distribute all fall programs via social media and the city website again. Winter programming brochure should be discussed to determine the best way to deliver programing information.

ACTION REQUESTED

Recognize & accept this month's report from Le Sueur Recreation staff.



CITY OF LE SUEUR
RPAC UPDATE

TO: Recreation and Parks Advisory Board
FROM: T.J. Heinricy, RPAC Staff Liaison
SUBJECT: Cedar Ridge Trail Park Basketball ½ Court.
DATE: For the RPAC Meeting of Tuesday, September 1, 2020

PURPOSE/ACTION REQUESTED

Future City CIP funding

SUMMARY

Cedar Ridge Trail Park is a neighborhood park located in the North/East part of the City. Staff met with the neighborhood group after the July RPAC meeting. The group was elated to know that their project idea was supported at the July RPAC meeting. They also reiterated their willingness to volunteer in some capacity or assist as needed for when the project gets done. This project will be added to the future CIP funding list.

Revised cost estimate for the court was developed.

- Outdoor Gooseneck basketball hoop system \$1,129.99
- Concrete court
 - 50 x 50 ft.
 - \$5.25 – 7.50 sq. ft. \$13,125.00 - \$18750.00
 - Includes base gravel & concrete
- Bituminous court
 - 50 x 50 ft.
 - \$5.45 sq. ft.
 - Includes base gravel & bituminous \$13,625.00
- **Staff site preparation labor not included.**

PURPOSE/ACTION REQUESTED

Update for RPAC about the ½ basketball court proposal.



CITY OF LE SUEUR
RPAC UPDATE

TO: Recreation and Parks Advisory Board

FROM: T.J. Heinricy, RPAC Staff Liaison

SUBJECT: Eagle Scout Gaga Pit Project Update.

DATE: For the RPAC Meeting of Tuesday, September 1, 2020

PURPOSE/ACTION REQUESTED

Eagle Scout Gaga Pit Project

SUMMARY

Since the last RPAC meeting Liam West a local Boy Scout has started his Eagle scout project. An email was sent to staff from Liam on July 30, 2020 announcing he has secured enough donation funds to allow him to order the Gaga pit materials.

To date Liam along with several volunteers from the Boy Scouts and the Public the pit has been installed. A memorial stone is to be installed yet this Fall.

Since the installation staff and the public have commented on how much they see people using the pit.

Staff installed signage for the pit and to ensure the completion of Liam's project.

PURPOSE/ACTION REQUESTED

Staff update for future Eagle Scout project.



CITY OF LE SUEUR
RPAC UPDATE

TO: Recreation and Parks Advisory Board
FROM: T.J. Heinricy, RPAC Staff Liaison
SUBJECT: RPAC Chairperson Nominations.
DATE: For the RPAC Meeting of Wednesday, September 1, 2020

PURPOSE/ACTION REQUESTED

Current RPAC Chairman resignation, Election of new RPAC Chairperson.

SUMMARY

On August 18 staff was notified that chairperson Dunning was resigning his position effective immediately.

At this September RPAC meeting the group will have to hold nominations and election for a new Chairperson.

The new Chairperson will be holding this position for the remainder of 2020.

At the December meeting the RPAC group will hold the annual Chairperson election for the upcoming year.

PURPOSE/ACTION REQUESTED

RPAC submit nominations for Chairman.