



AGENDA
CLEARWATER PARK COMMISSION MEETING
MONDAY, AUGUST 5, 2024

- 1. Call to Order and Pledge of Allegiance: 5:30 p.m. at City Hall**
- 2. Approval of Agenda**
- 3. Approval of Minutes from June 10, 2024 Meeting**
- 4. Public Forum**
- 5. Old Business**
 - a. El Dorado Park – Splash Pad Design**
 - b. Riverside Park – Riverbank Maintenance**
- 6. New Business**
 - a. Other Business**
- 7. Reports**
 - a. Local Option Sales Tax Financial Report**
 - b. Project Status Report**
- 8. Next Meeting Date**
 - a. Next Regular Meeting – September 9, 2024**
- 9. Adjournment**

**CLEARWATER PARK COMMISSION
REGULAR MEETING MINUTES
JUNE 10, 2024**

1. Call to Order: 5:30 p.m. at City Hall

- Vice Chair Stellmach called the meeting to order at 5:31 p.m. in the Council Chambers. The Pledge of Allegiance was recited. Members present included Stellmach, Vazquez, and Schindele. Members Petty and Dufour were absent. Also present was City Administrator Smythe and guest Council Member Luhmann.

2. Approval of Agenda

- **MOTION** by Vazquez to approve agenda as presented, seconded by Schindele, all voted aye. **MOTION CARRIED 3-0.**

3. Approval of Minutes from April 8, 2024 Meeting

- **MOTION** by Schindele to approve minutes from April 8, 2024 meeting as presented, seconded by Vazquez, all voted aye. **MOTION CARRIED 3-0.**

4. Public Forum

- Council Member Luhmann attended to comment on the basketball court project at Spring Street Park. Comments were deferred until Commissioners addressed this agenda item.

5. Old Business

a. El Dorado Park - Splash Pad Design

- Smythe reported that she had followed up again with Jon Gilbertson from MWP Recreation about the design concept plan. He stated that his crew were extremely busy but that he would try to have something for this meeting. However, nothing was received. Smythe will share the concept plan as soon as something is received.

b. Spring Street Park - Basketball Court Concept Plans

- Smythe explained the full-court and half-court options for which the city council wanted quotes. The city received the attached quote for the two options, including or excluding the parking area. Staff requested quotes from two other vendors, but none were received.
- Council Member Luhmann outlined the feedback she received from local users of the park, stating that they use the full court, prefer a full court option, and do not need additional parking as the street parking is sufficient. Members explained the prior discussion and noted that the input from residents is helpful in decision-making.
- Member Vazquez asked if the project qualified to use local option sales tax funds. Smythe confirmed that it is a complete reconstruct/replacement, so it would qualify.
- **MOTION** by Stellmach to recommend accepting the quote received to replace the full court for basketball, leave out the parking, and move the court over to be more centered, seconded by Schindele, all voted aye. **MOTION CARRIED 3-0.**

6. New Business

a. El Dorado Park – Pavilion Discussion

- Smythe asked Members for feedback about where to move the medium-sized pavilion that is in the proposed location for the splash pad. After discussion, Members suggested moving it towards the southeast corner of the basketball courts in the area where the two rugby fields meet.
- Smythe confirmed the location for the new rental pavilion/covered “bandshell” would be in the vicinity of the existing volleyball courts, with the bandshell side facing the rugby fields. The

volleyball court would be removed and could be replaced later in another location if there is demand for it.

b. Riverside Park – Riverbank Maintenance Project

- Smythe explained the message received from DNR and asked for direction on what the goals are for this project. Members outlined the area of concern as the area from the dam to the footbridge for erosion control and fishing/swimming accessibility, and the areas on the side of the footbridge towards the Mississippi River as areas for erosion control measures. Smythe noted that the city engineer did not feel that rip-rap, suggested by DNR, was the best option to meet the city's needs and suggested working with Soil & Water to develop a plan. Members concurred and asked staff to meet with Soil & Water.

c. Other Business

- Smythe reported that the city continues to work with MnDot on the proposed trails as part of the T.H. 24 Corridor project.
- Smythe reported that a park representative from Stearns County reached out to the city about the Beaver Island Trail. Staff will be meeting with her to discuss the needs of trail users at trailheads so the city can plan for these amenities as we expand the city's connections to the regional trail system.

7. Reports

a. Local Option Sales Tax Financial Report

- Smythe reported that the small random amounts in the sales tax fund that Petty asked about are related to park rentals and are being coded here in error. These items will be corrected when the city moves to its new accounting system next month.

b. Project Status Report

- Smythe asked about the granite monuments for Veterans Park and the landscaping plans. Member Schindele stated he will reach out to follow-up on the granite and is in the process of scheduling a committee meeting to discuss landscaping.

8. Next Meeting Date

- Next regular meeting scheduled for July 8, 2024 at 5:30 p.m. unless the city council moves their July meeting due to the July 4th holiday, in which case the meeting will be moved to the same date as the city council meeting.

9. Adjournment

- **MOTION** to adjourn by Schindele, seconded by Vazquez, all voted aye. **MOTION CARRIED 3-0.** Meeting adjourned at 6:18 p.m.

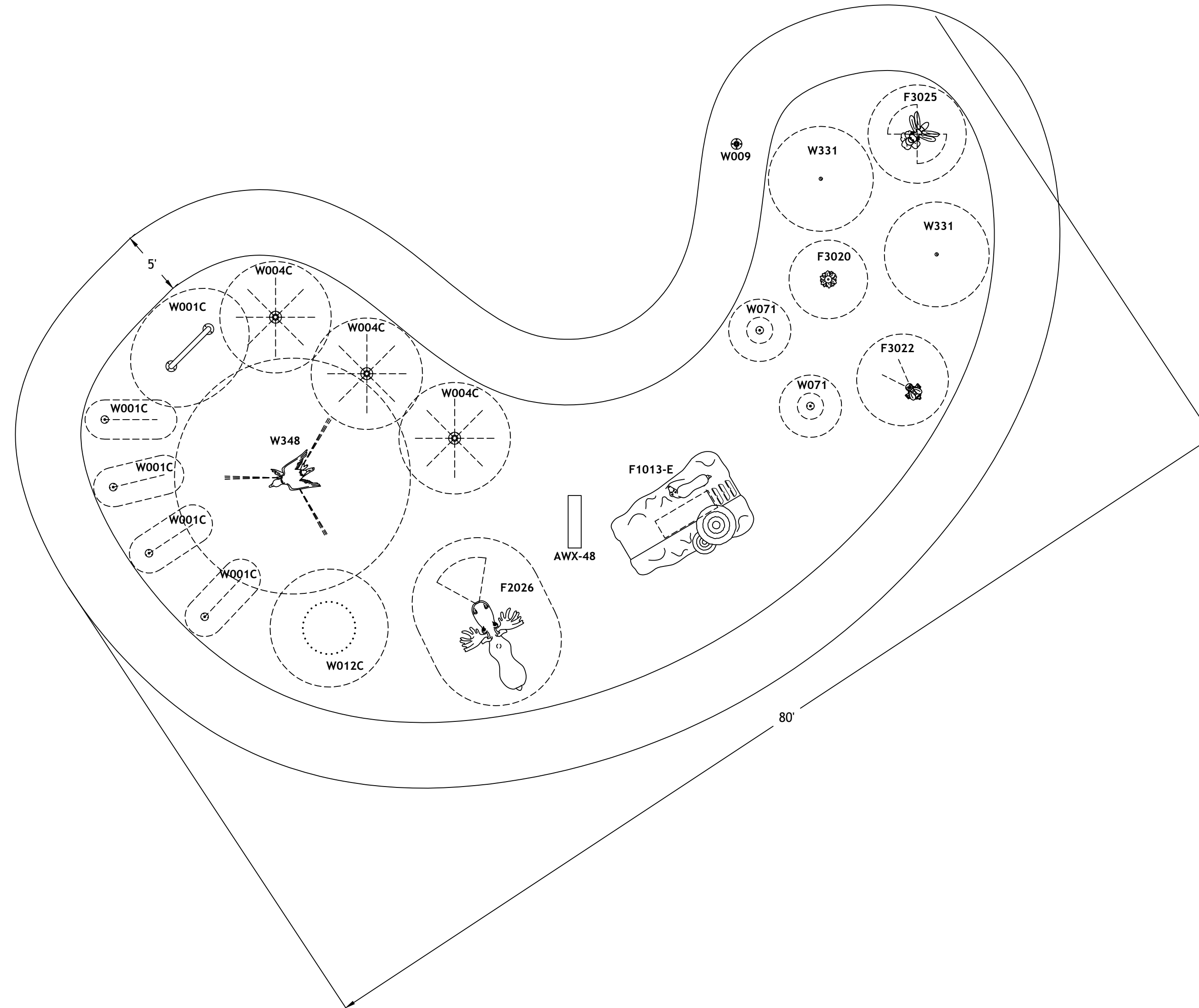
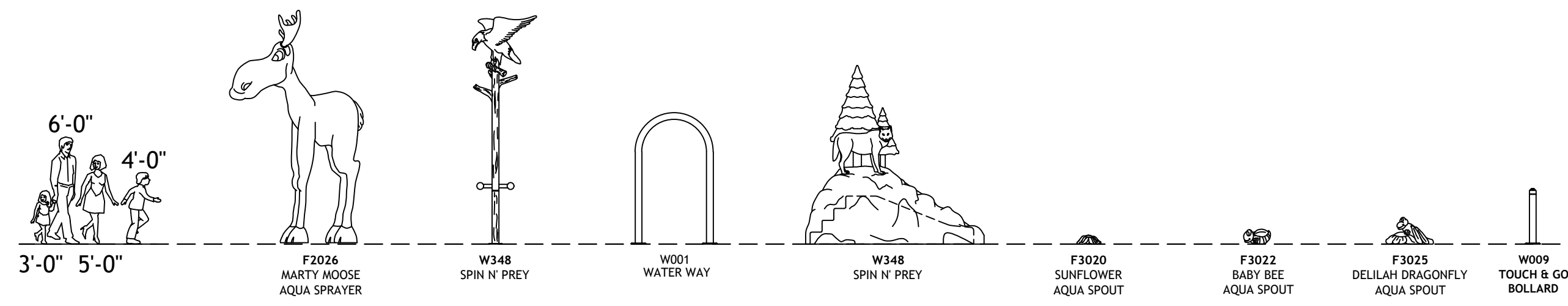
ATTEST

Annita M. Smythe, City Administrator

ITEM	FEATURE DESCRIPTION	QTY	POTABLE MECHANICAL EQUIPMENT
F1013-E	FUN FORMS WILD WOLF SLIDE 68 GPM	1	DM-04001 FLANGED WALL MOUNTED DISTRIBUTION MANIFOLD 16-BR-WM SEQUENCING CONTROLLER DSC-8-16 WALL MOUNTED
F2026	MARTY MOOSE AQUA SPRAYER 35 GPM @ 5 PSI	1	
W348	SPIN N' PREY 35 GPM @ 10 PSI	1	
W001C	WATER WAY 5 GPM @ 3 PSI	1	
W012C	WATER CAGE 4' HIGH 18 GPM @ 3 PSI	1	
W004C	DADDY LONG LEGS 7' HIGH 7 (21) GPM @ 5 PSI	3	
W100C	ANYWAYS PRAY 4' HIGH - 4' THROW 2 (8) GPM @ 3 PSI	4	
F3020	SUNFLOWER AQUA SPOUT 1 GPM @ 15 PSI	1	
F3022	BABY BEE AQUA SPOUT 3 GPM @ 3 PSI	1	
F3025	DELILAH DRAGONFLY AQUA SPOUT 8 GPM @ 4 PSI	1	
W071	WATER FLOWER 1' HIGH - 2' SPREAD 10(20) GPM @ 1 PSI	2	
W331	MISTEEEE 1(2) GPM @ 20 PSI	2	
W009	TOUCH N' GO HARD-WIRED	1	
AWX-48	UNBLOCKABLE DRAIN 264 GPM FLOW RATE EA	1	

TOTAL GPM: 224

ABOVE GRADE FEATURES ELEVATIONS



NOTES:
 1. THIS DRAWING IS DIAGRAMMATIC IN NATURE. LOCATIONS RECOMMENDED FOR PLAY COMPONENTS AND DRAINS ARE APPROXIMATE. PIPING AND CONDUIT RUNS ARE SCHEMATIC. JOB CONDITIONS AND LOCAL CODES MUST DETERMINE FINAL ROUTING.
 2. WET DECK AREA MUST BE POURED AND FORMED SO THAT WATER SHED AREA SLOPES TOWARD DRAINS.
 2956 SQ FT

CITY OF CLEARWATER		DATE	1 of 1	07 - 16 - 24
PLAN VIEW		SHEET	-	
VER.	1	TYPE	A	GA
REV.		OPT.		
PLAN		PIPE		DWG NO
SALES		SALES		

W81403

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CASH SUMMARY REPORT
 From 07/01/2024 to 07/31/2024
 FUNDS: 270 - LOCAL OPTION SALES TAX

Fund Description	Beginning Balance 07/01/2024	Total Debits	Total Credits	Ending Balance 07/31/2024
270 LOCAL OPTION SALES TAX	2,186,593.96	0.00	3,145.50	2,183,448.46
REPORT TOTALS:	<u>2,186,593.96</u>	<u>0.00</u>	<u>3,145.50</u>	<u>2,183,448.46</u>

REVENUE AND EXPENDITURE REPORT

Balance As of 07/31/2024

GL Number	Description	2024 Amended Budget	YTD Balance 07/31/2024 Normal (Abnormal)	Activity For 07/31/2024 Increase (Decrease)	Available Balance 07/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 270 LOCAL OPTION SALES TAX						
Account Category: Revenues						
Department: 41000 General Government						
270-41000-31310	Local Sales Tax	262,000.00	152,004.39	0.00	109,995.61	58.02
270-41000-31850	Excise Tax	4,000.00	2,800.00	0.00	1,200.00	70.00
Total Dept 41000 - General Government		266,000.00	154,804.39	0.00	111,195.61	58.20
Revenues		266,000.00	154,804.39	0.00	111,195.61	58.20
Account Category: Expenditures						
Department: 41000 General Government						
270-41000-40179	Administrative Fees	8,000.00	2,926.54	0.00	5,073.46	36.58
270-41000-40303	Engineering Fees	2,000.00	13,922.00	3,145.50	(11,922.00)	696.10
270-41000-40305	Contracted Services	6,000.00	0.00	0.00	6,000.00	0.00
270-41000-40596	Capital Outlay - Other Impvmts	155,000.00	0.00	0.00	155,000.00	0.00
270-41000-40598	Capital Outlay - Equipment	500,000.00	0.00	0.00	500,000.00	0.00
Total Dept 41000 - General Government		671,000.00	16,848.54	3,145.50	654,151.46	2.51
Expenditures		671,000.00	16,848.54	3,145.50	654,151.46	2.51
Fund 270 - LOCAL OPTION SALES TAX:						
TOTAL REVENUES		266,000.00	154,804.39	0.00	111,195.61	
TOTAL EXPENDITURES		671,000.00	16,848.54	3,145.50	654,151.46	
NET OF REVENUES & EXPENDITURES:		(405,000.00)	137,955.85	(3,145.50)	(542,955.85)	

ACTIVITY BY GL/JOURNAL
From 07/01/2024 to 07/31/2024

JE #	Date	Description	Reference #	Offsetting GL	Debits	Credits
270-00000-10100 Cash						
Journal CD: Cash Disbursements						
6824	07/01/2024	CR 7 Trail Improvements	6	Multiple		2,589.50
6824	07/01/2024	CR 7 Trail Improvements	6	Multiple		556.00
Total for CD					0.00	3,145.50
Balance 07/01/2024:				2,186,593.96		
Net Change:				(3,145.50)		
Balance 07/31/2024:				2,183,448.46		
<hr/>						
270-41000-40303 Engineering Fees						
Journal CD: Cash Disbursements						
6824	07/01/2024	CR 7 Trail Improvements	6	Multiple	556.00	
6824	07/01/2024	CR 7 Trail Improvements	6	Multiple	2,589.50	
Total for CD					3,145.50	0.00
Balance 07/01/2024:				10,776.50		
Net Change:				3,145.50		
Balance 07/31/2024:				13,922.00		

Park Commission Projects

El Dorado Park

<u>Item</u>	<u>Project Description</u>	<u>Status</u>	<u>Est. Completion</u>
Rugby Field Addition	Second rugby field addition	Await placement of uprights by team; work with PW staff	In Progress
Splash Pad		Design Committee in progress, awaiting concept plan from MWP Recreation	In Progress
Fencing	Install fencing on north side of parking lot with gate	Obtaining parts	In Progress
Large Pavilion	Install of large pavilion and picnic tables/restrooms/concessions/rental facility.	Discussion - small rental facility similar to Sportsman's, but with a covered patio area large enough to serve as a bandshell. Working with splash pad designer.	In Progress
Medium Pavilion		Completed/located in a temporary spot until large pavilion is built - move for splash pad planned for later this summer	Summer 2024
Wiffle Ball Arena		Long-term plans - Not yet approved - estimated cost unknown	
Gaga Ball Area	Octagon-style corral	Long-term plans - Not yet approved - estimated cost unknown	
Picnic Tables/benches		Long-term plans - Not yet approved - estimated cost unknown	
Shaded areas with roofs		Long-term plans - Not yet approved - estimated cost unknown	
Water fountains		Long-term plans - Not yet approved - estimated cost unknown	
More Swings	Request from public	Long-term plans - Not yet approved - estimated cost unknown	

Riverside Park

<u>Item</u>	<u>Project Description</u>	<u>Status</u>	<u>Est. Completion</u>
River Bank Maintenance		Rcvd feedback from DNR and S&W	In Discussion
Fishing Pier		Long-term Plan - Not yet approved - Estimated cost unknown	
Additional Picnic Tables, Grills, Benches		Long-term Plan - Not yet approved - Estimated cost unknown	
Swimming Hole		Long-term Plan - Not yet approved - Estimated cost unknown	
Pavilion		Long-term Plan - Not yet approved - Estimated cost unknown	

Sportman's Park

<u>Item</u>	<u>Project Description</u>	<u>Status</u>	<u>Est. Completion</u>
River Cats Requests	Clay mounds, etc.	Purchase/install plan in progress; team working with PW to skim infield	Status?
River Cats Requests	Scoreboard	Sign completed; awaiting install by ball team.	Status?
Boulders Around Parking	Place boulders around parking lot area similar to Riverside Park, remove chain-link fencing, retain gate for PW service road.	Long-term Plan - Not yet approved - Estimated cost \$12,000	
Pave Parking Lot	City ordinance requires paving, striping could create additional parking spots for ball games.	Long-term Plan - Not yet approved - Estimated cost unknown	
Pavilion Updates	Proposed covered patio area added to existing pavilion - more seating, etc.	Long-term Plan - Not yet approved - Estimated cost unknown	

Spring Street Park

<u>Item</u>	<u>Project Description</u>	<u>Status</u>	<u>Est. Completion</u>
Lighting	Request from CC member to upgrade lights	Xcel lights - upgrade to LED/brighter, move location of one in trees?	Fall 2024
Second Mural	Consider second mural on opposite blank wall	5/9/22 - Park Comm to pursue options with schools to do more hand prints on this section	TBD
Basketball Court	Propose resurfacing of basketball court - needs to be raised/draind	Under Construction	In Progress

Lions Park

<u>Item</u>	<u>Project Description</u>	<u>Status</u>	<u>Est. Completion</u>
Tennis Court	broken net, weeds	Needs maintenance	Summer 2024
Fencing	Replace fencing on Porter St side of parking lot	Obtaining materials	Summer 2024
Paved Parking by Rink	Adding additional parking along Porter Street.	Long-term Plan - Not yet approved. The city engineer advised against adding parking in this area due to safety concerns.	TBD

Veterans Memorial Park

<u>Item</u>	<u>Project Description</u>	<u>Status</u>	<u>Est. Completion</u>
Memorial Plan - Phase I	Work with Legion and other community groups to put together a memorial proposal for the new park on corner of CR 75/Main St/Bluff St	Awaiting install of granite monuments	Status?
Memorial Plan - Phase II	Landscaping, Plexiglas	Planning in progress	Spring 2024

City Trail System

<u>Item</u>	<u>Project Description</u>	<u>Status</u>	<u>Est. Completion</u>
I-94 Pedestrian Bridge	Build Ped/bicycle bridge over I94	Included in TH 24 Corridor project - 2026 construction starts	2026-27
Trail Connections to I-94 Bridge	Connections on either side of I94 to existing trail systems - Hwy 24 (replaces Ash Street?)	Grants in progress	TBD
El Dorado Park to T.H. 24	Connect El Dorado Park to T.H. 24 bridge trail	Grants in progress	TBD
Gravel Trail	Rough grade a gravel walking path along Mississippi River	Utilize existing city-owned property to rough-grade and begin layout of Mississippi River trail to Elm Street property, await feedback from DNR	TBD
Trail Around El Dorado Park	From past park plans, trail around perimeter of El Dorado Park, include walkway extension over to 10th Street		On Hold
Lights/Landscaping El Dorado Trail	Adding lights and trees as part of the perimeter trail project.		On Hold
Great River Regional Trail	Connections to St. Cloud and Monticello as part of the Great River Regional Trail system - the city is a contracted member.	Scheduling meeting with Stearns County, next steps with Wright County side?	In progress
CR 75 Trail Overlay	Overlay of existing CR 75 trail, both sides of CR 75	Not yet in capital plan, but is needed - Great River Project? Wright County?	On Hold

Community Center

<u>Item</u>	<u>Project Description</u>	<u>Status</u>	<u>Est. Completion</u>
Community Center Land	Land Acquisition	Continue to pursue; PA approved, closing early May	Completed
LOST Status	Sunset Date 2028	Awaiting new requirements from state, moratorium in place 2024-25	On Hold
Community Center	Construct new city Community Center	Project on hold until a future date. No appetite to build the scaled-down version. Some support for the larger versions, but need growth and funding for those options, as cost was close to \$9 million.	On Hold