



PARKS COMMITTEE

July 27, 2020 7:00PM

City Council Chambers

1. Call to order and roll call.
2. Approve agenda.
3. Approve 4/27/2020 minutes.
4. Condition of basketball courts.
5. Park shelter rentals and charges.
6. Adjourn.



PARKS COMMITTEE

April 27, 2020 7:00PM

City Council Chambers

1. Call to order at 7:01PM

a. Roll Call

Those in Attendance:

Rick Amrhein- Councilmember	Amy Newsom- City Administrator
Mike Christeson	Karan Pichelmann
Jerry Ebersviller	Jane Ramacher- Admin. Assistant
Gary Hultgren	Bob Thomas
Alan Ihrke	Kirby Weckworth Public Works Supr.
Rich Nagel- Mayor	

b. Elect Officers for 2020

- i. Motion to maintain officers from last year (Ihrke as Chair, Thomas as Vice-Chair, Pichelmann as Secretary) made by Ebersviller. Seconded by Hultgren. Unanimously passed.

2. Approve Agenda. Motioned by Ebersviller. Seconded by Pichelmann. Unanimously Passed.

3. Review 2020 Budget

- a. Purchase of new picnic tables reviewed- 4 tables purchased at \$2,968.30 from the Capital Equipment Fund 401
- b. Clarification of line item "Professional Services" – services of hired companies
- c. Ramacher advised that Rent Revenues will be affected by COVID-19 cancellation
- d. Property Taxes on Sportsman's Park due to not in City limits, taxed by Arlington Township
- e. Review of Capital Equipment Fund 401- upcoming purchases of new lawnmower and truck
 - i. No funds budgeted from Cemetery in order to help cover the cost of new mower.
 - ii. Funds have been budgeted to assist with paying employees to mow lawns
 - iii. Capital Equipment Funds are not budgeted for additional improvements to parks.

4. Memorial Park

- a. Purchase and installation of benches for gazebo- Weckworth will do additional research on this for a future meeting.
- b. Citizen would like to see a lawn hydrant for this park, but it is not in the budget for the current fiscal year. Newsom recommended that this be presented in upcoming budget conversations for next year.

5. Sportsman's Park
 - a. Installation of foul poles- Weckworth recommended we recycle used power line poles painted in order to serve as foul poles rather than purchasing something new- committee decided to move forward with a trial by consensus.
 - b. Park sign update- discussion on possible sign for the back of the scoreboard, Thomes volunteered to contact Locher Bros. to research this option further.
 - c. Drinking fountain update- line needs to be located in order to put the fountain in place, no progress on this at this point.
6. Four Season's Park
 - a. Installation of gutters on Lion's Building- Weckworth advised that there were no gutters originally, but it would not be very costly to complete.
 - i. Has been causing damage to concrete as well as slip and fall dangers during winter
 - b. Picnic tables were purchased for Four Season's Park this year
 - c. Lion's Building deposit and rental charges were discussed. Ramacher advised that current \$250.00 deposit is prohibitive for renters and recommended a possible lower security deposit would help to make rentals more accessible to renters and create a better source of income for the City.
 - i. Discussion on some of the prior issues that caused the need for a higher deposit.
 - ii. Weckworth recommended to keep the deposit the same.
 - iii. It was recommended that City staff consult the Chief of Police on this matter and research the cost of similar facilities and address it at a future meeting.
7. Frenzel Park
 - a. Repairs to infield- Weckworth will be taking care of this, but due to COVID-19 closures this has not been top priority
 - i. New bases, additional red rock, and weeding are needed and work on this is ongoing
8. 2019 Annual Report to Council – report was due in March, Newsom advised that this can be added to the Council agenda as soon as possible. Ihrke volunteered to present to the Council on May 4, 2020. Clarification and discussion on what needs to be included in the report.
 - a. 2019 goals and objectives
 - b. Activity report- summary from last year, Girl Scouts updating dugouts- still in process
 - c. 2020 goals and objectives- foul poles, locating drinking fountain line at Sportsman's Park, Girl Scouts updating dugouts- still in process
9. Adjourned at 7:53PM Motioned by Ebbersviller. Seconded by Pichelmann. Unanimously passed.

Parks

ARLINGTON, MN Exp/Rev-Budget - Current Year

Current Period: JUNE 2020

As of June 30, 2020

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Account Descr	2020 Budget	JUNE 2020 Amt	2020 YTD Amt	2020 YTD Balance	%YTD Budget
FUND 101 General Fund					
Act Type R Revenue					
R 101-45202-33400 State Grants and Ai	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-45202-34101 Rent Revenues	\$1,500.00	-\$250.00	\$800.00	\$700.00	53.33%
R 101-45202-36200 Miscellaneous Reve	\$0.00	\$0.00	\$25.00	-\$25.00	0.00%
R 101-45202-36230 Contributions and D	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-45202-38080 Other Recreation R	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-45202-39203 Transfer from Othe	\$22,000.00	\$0.00	\$0.00	\$22,000.00	0.00%
DEPT 45202 Park Areas & Recrea	\$23,500.00	-\$250.00	\$825.00	\$22,675.00	
Act Type E Expenditure					
E 101-45202-100 Wages and Salaries	\$13,071.00	\$1,203.13	\$1,859.77	\$11,211.23	14.23%
E 101-45202-110 Other Pay	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
E 101-45202-122 FICA	\$793.00	\$92.04	\$142.28	\$650.72	17.94%
E 101-45202-170 Permits and Licenses	\$800.00	\$0.00	\$515.00	\$285.00	64.38%
E 101-45202-210 Operating Supplies	\$5,000.00	\$0.00	\$67.94	\$4,932.06	1.36%
E 101-45202-216 Chemicals and Chem	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
E 101-45202-220 Repair/Maint Supply	\$2,000.00	\$434.69	\$759.74	\$1,240.26	37.99%
E 101-45202-300 Professional Svcs	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
E 101-45202-303 Engineering Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-45202-311 Real Estate Tax	\$90.00	\$0.00	\$36.00	\$54.00	40.00%
E 101-45202-381 Electric & Heat Utilitie	\$5,000.00	\$187.31	\$1,480.18	\$3,519.82	29.60%
E 101-45202-383 Gas Utilities	\$1,000.00	\$35.87	\$426.66	\$573.34	42.67%
E 101-45202-384 Refuse/Garbage Dispo	\$650.00	\$37.29	\$222.17	\$427.83	34.18%
E 101-45202-401 Repairs/Maint Building	\$2,000.00	\$0.00	\$507.00	\$1,493.00	25.35%
E 101-45202-418 Other Rentals	\$4,400.00	\$134.64	\$134.64	\$4,265.36	3.06%
E 101-45202-420 Shop Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-45202-430 Miscellaneous	\$950.00	\$0.00	\$189.55	\$760.45	19.95%
E 101-45202-467 Gas & Repair - Mower	\$2,500.00	\$234.08	\$373.00	\$2,127.00	14.92%
E 101-45202-485 Gas and Repair Miscell	\$400.00	\$40.03	\$40.03	\$359.97	10.01%
E 101-45202-500 Capital Outlay	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
E 101-45202-732 CommEd-Rec Contribu	\$23,000.00	\$0.00	\$0.00	\$23,000.00	0.00%
E 101-45202-733 Reimbursible Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45202 Park Areas & Recrea	\$73,254.00	\$2,399.08	\$6,753.96	\$66,500.04	
FUND 401 Capital Equipment Fund					
Act Type R Revenue					
R 401-45202-36230 Contributions and D	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45202 Park Areas & Recrea	\$0.00	\$0.00	\$0.00	\$0.00	
Act Type E Expenditure					
E 401-45202-500 Capital Outlay	\$12,000.00	\$3,450.00	\$6,418.30	\$5,581.70	53.49%
DEPT 45202 Park Areas & Recrea	\$12,000.00	\$3,450.00	\$6,418.30	\$5,581.70	

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Expenditure By Department

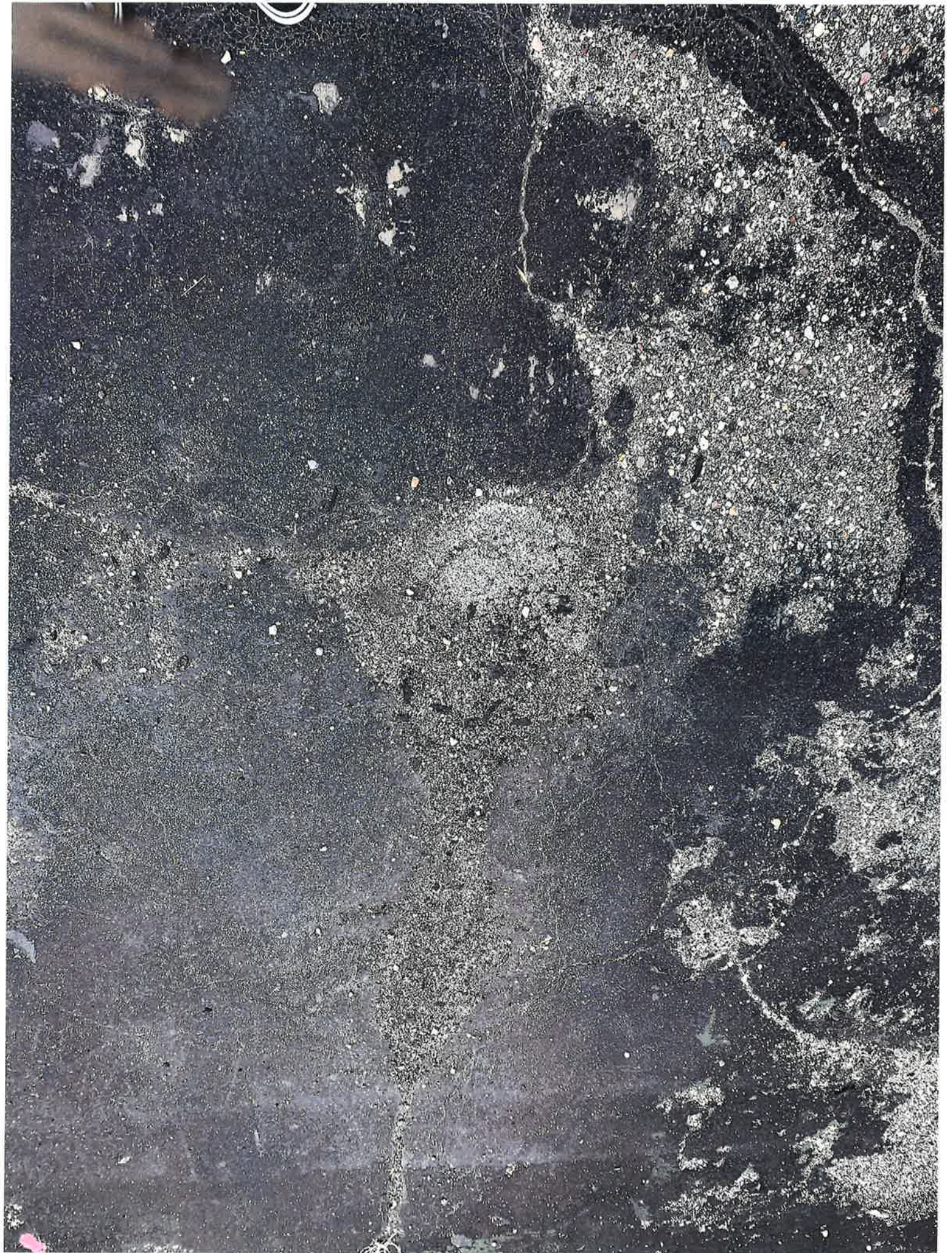
Current Period: JUNE 2020

As of June 30, 2020

Parks

Account Descr	2020 YTD Budget	JUNE 2020 Amt	2020 YTD Amt	2020 Balance	2020 % of Budget
FUND 101 General Fund					
DEPT 45202 Park Areas & Recreation					
E 101-45202-100 Wages and Salari	\$13,071.00	\$1,203.13	\$1,859.77	\$10,025.20	23.30%
E 101-45202-110 Other Pay	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
E 101-45202-122 FICA	\$793.00	\$92.04	\$142.28	\$560.00	29.38%
E 101-45202-170 Permits and Licen	\$800.00	\$0.00	\$515.00	\$285.00	64.38%
E 101-45202-210 Operating Supplie	\$5,000.00	\$0.00	\$67.94	\$4,877.71	2.45%
E 101-45202-216 Chemicals and Ch	\$2,500.00	\$0.00	\$0.00	\$2,229.67	10.81%
E 101-45202-220 Repair/Maint Sup	\$2,000.00	\$434.69	\$759.74	\$1,138.36	43.08%
E 101-45202-300 Professional Srvs	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
E 101-45202-303 Engineering Fees	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-45202-311 Real Estate Tax	\$90.00	\$0.00	\$36.00	\$54.00	40.00%
E 101-45202-381 Electric & Heat Ut	\$5,000.00	\$187.31	\$1,480.18	\$3,353.60	32.93%
E 101-45202-383 Gas Utilities	\$1,000.00	\$35.87	\$426.66	\$550.46	44.95%
E 101-45202-384 Refuse/Garbage	\$650.00	\$37.29	\$222.17	\$380.10	41.52%
E 101-45202-401 Repairs/Maint Buil	\$2,000.00	\$0.00	\$507.00	\$1,493.00	25.35%
E 101-45202-418 Other Rentals	\$4,400.00	\$134.64	\$134.64	\$3,649.28	17.06%
E 101-45202-420 Shop Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-45202-430 Miscellaneous	\$950.00	\$0.00	\$189.55	\$760.45	19.95%
E 101-45202-467 Gas & Repair - M	\$2,500.00	\$234.08	\$373.00	\$1,913.63	23.45%
E 101-45202-485 Gas and Repair M	\$400.00	\$40.03	\$40.03	\$359.97	10.01%
E 101-45202-500 Capital Outlay	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
E 101-45202-732 CommEd-Rec Con	\$23,000.00	\$0.00	\$0.00	\$23,000.00	0.00%
E 101-45202-733 Reimbursible Exp	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
DEPT 45202 Park Areas & Recre	\$73,254.00	\$2,399.08	\$6,753.96	\$63,730.43	
FUND 401 Capital Equipment Fund					
DEPT 45202 Park Areas & Recreation					
E 401-45202-500 Capital Outlay	\$12,000.00	\$3,450.00	\$6,418.30	\$5,581.70	53.49%
DEPT 45202 Park Areas & Recre	\$12,000.00	\$3,450.00	\$6,418.30	\$5,581.70	









		Rental		Deposits		Notes	
		Resident	Non Resident	Resident	Non Resident		
Belle Plaine	per day	\$ 30.00	\$ 40.00				
Glencoe	per day, per shelter						
	Oak Leaf #1	\$ 95.00					
	Oak Leaf #2	\$ 130.00					
	Oak Leaf #3	\$ 85.00					
	Oak Leaf #4 & 5	\$ 75.00					
	Oscar Olson	\$ 100.00					
Green Isle	per day	\$ 50.00		damage \$ 50.00			
Hutchinson	per day for facilities with:						
	water, electric and restrooms	\$ 50.00					
	shelter, picnic tables, and trash cans	\$ 20.00					
Le Sueur	per day	\$ 30.00					
Mankato	half day						
	picnic shelters	\$ 30.00					
	full day						
	picnic shelters	\$ 50.00					
	per day						
	Sibley Park Gazebo	\$ 55.00					
	Sibley Park Giving Barn	\$ 60.00					
New Prague	half day	\$ 25.00		key/damage \$ 50.00			
	full day	\$ 50.00		key/damage \$ 50.00			
New Ulm	per hour						
	Harman Park	\$ 21.32	\$ 23.45	key/ damage \$ 100.00			
	per day						
	Harman Park	\$ 170.57	\$ 187.62	key/ damage \$ 100.00			
	Chess/Checkers Board at German Park	\$ 37.08					
	Mini-Shelters	\$ 24.57	\$ 27.02				
	Ball Fields*					* discounted rates available if booking multiple games	
	Mueller & Johnson	day game \$ 80.00	\$ 88.00				
		night game \$ 172.00	\$ 189.20				
		Tournament Surcharge, per game \$ 7.15	\$ 7.87				
	Harman/North Park	(field prep not included)					
		day game \$ 36.00	\$ 39.60				
		night game \$ 52.00	\$ 57.20				
		daily \$ 124.00	\$ 136.40				
	Field Prep Fee	basic drag, chalk lines, and bases set \$ 14.00	\$ 15.40				
Saint Peter	per day						
	MN Square Park Pavilion	\$ 75.00	\$ 95.00	1-199 people \$ 100.00	\$ 100.00		
	Other City Parks	\$ 43.00	\$ 55.00	200+ people \$ 250.00	\$ 250.00		
	Ball Field Tournaments			alcohol \$ 100.00	\$ 100.00		
		Locally Sponsored Tournament \$ 50.00		\$ 100.00			
		Basic Maintenance, per field \$ 50.00					
		Additional dragging, per field \$ 5.00					
		Additional striping, per field \$ 10.00					
		Out of Town Sponser- per team	\$ 13.00		\$ 100.00		
Waconia	per hour						
	City Square Gazebo	\$ 25.00					
	City Square Pavilion	\$ 15.00					

** taxes are not included in pricing listed, but would apply to these charges.