

DRAFT

**MINUTES
PARKS, ARTS & RECREATION COMMISSION MEETING
THURSDAY, FEBRUARY 26, 2026 - 8:00 A.M.
ACADEMY ROOM – CITY HALL**

Members: Julie Jelen, Adam Leiferman, Council Liaison Charlotte Gabler, Janine Kopff, Danielle Murdoff, Erin Stein, Stephen Peterka

Staff Present: Tom Pawelk, Beth Green, Josh Berthiaume, Rachel Leonard

1. General Business

- A. Call to Order: Chair Jelen called the meeting to order at 8:00 a.m.
 - Introductions.
- B. Approval of Agenda – *Items may be added for discussion purposes or approval.*

Add Twin Pines Park Dedication as Item A under Regular Agenda

 - COMMISSIONER MURDOFF MOVED TO APPROVE THE AGENDA WITH THE ADDED ITEM. MOTION SECONDED BY COMMISSIONER KOPFF. MOTION CARRIED.
- C. Approval of Meeting Minutes
 - Regular Meeting December 4, 2025, COMMISSIONER LEIFERMAN MOVED TO APPROVE THE REGULAR MEETING MINUTES FROM DECEMBER 4, 2025. MOTION SECONDED BY COMMISSIONER MURDOFF. MOTION CARRIED.
- D. Citizen requests and comments.
 - Crawler Course: Director Pawelk said he is still working with Sean on the crawler course and talking back and forth via email. Hoping to have something to bring back to the next meeting.
 - Skate Park: Commissioner Murdoff asked about the status of the skate park. Director Pawelk said that funds have been committed by the VFW and Mayor Hilgart is securing funding commitments from others. We will continue to move forward with the project.

2. Regular Agenda

- A. Twin Pines Park Dedication: The 96-unit multi-family residential development that was approved in 2022 which included a commitment for cash in lieu park dedication, did not move forward. Since that time, the prior approvals lapsed and new ownership took over the project. The applicant is seeking approval for what is essentially the same project originally approved for the site.

Given the site layout and constraints, staff recommended a cash dedication to the City Council in addition to pedestrian connections, in alignment with past approvals for the site from PARC. The pedestrian connection will extend an internal sidewalk connection to School Boulevard, creating access to Pioneer Park and future amenities at The Pointes at Cedar. There is \$53K in cash in lieu for development.

B. Review Pickleball design and recommendation to move forward. (WSB)

Director Pawelk thanked everyone for their time and dedication to this project. WSB Presented the pickleball court design.

The Master Plan is updated to include Pickleball in place of tennis, the addition of a shared maintenance facility, and a multipurpose indoor sports facility. The Master Plan will be submitted to City Council for approval on March 9.

In looking at the site, overall grading adjustments will be required to ensure that the play areas are at the right elevation. This includes lowering the ballfield pinwheel to reduce fill, adding a drainage swale around the ballfields so surface drainage is more easily accomplished. The soccer and lacrosse fields will be lowered, tipping north to consolidate drainage to the pond, and integrating the maintenance facility drainage needs into overall stormwater.

On the west side of the athletic park, the west parking lot drainage will be adjusted to the middle/storm infrastructure to reduce fill, the west fields will be flattened slightly with additional swales to capture runoff, and the hockey rink is shifted to the north to allow for larger infiltration area in the SE corner and allow the fields to fully drain.

Councilmember Gabler asked if hockey area could be regraded as a multipurpose field, and, yes, it can be programmed differently moving forward.

The pickleball court design will include 8 dedicated courts with an overall court size of 30' x 64'. The bituminous surface will have an acrylic color coating and white lines. There was discussion on whether the courts should be painted with 2 or 3 colors. While 2 would be better for maintenance, the idea of having 3 colors with the kitchen area in a different shade is appealing and would allow the courts to stand out as "premier". The idea is to find standard colors that coordinate or match the city logo colors of navy

blue/aqua or teal/green. The consensus is to request to bid 3 colors and then have a color palette to choose from at that time.

Two shade structure designs were shown. The consensus is to go with the more streamlined curved design shade structure, keeping the shade canopy in a lighter color. There was some discussion about extending the shade structure to be one long structure rather than two separate structures. However, staff said that by having the middle area open it would allow for setting up the city logo canopy for a check-in station during events or tournaments. The consensus is to keep the two shade structures as shown in the plans.

There was discussion on the trail connection to the east, and the consensus is to keep that as shown in the plan but it may be taken out at a later date if deemed unnecessary.

While there is a smaller parking section included in the plans, the additional larger parking lot to the west is being considered as an alternate bid. There was discussion on whether the additional parking lot is necessary at this time. City Administrator Leonard said that there will be push and pull going on when this development begins and that we will need to explain the logic behind what we're doing and be very mindful about decisions being made. Looking at the master plan for the athletic park as a whole and how each phase flows into the next in the appropriate way and timeline. It was stated that there is nothing worse than a really nice facility with no parking. The consensus is to include the parking lot as a bid alternate as shown.

Director Pawelk talked about applying for an Outdoor Recreation Grant for the installation of vault restroom facilities in the park. Looking at four locations for the vaults. This goes back to the needs assessment where nicer restroom facilities were requested for public parks. The installation of the vault toilets would require two permits from the county, one for the septic and another for the building. The grant application max is \$500K. The cost range of the vaults, depending on the unit style, is \$40K-\$80K per unit.

City Administrator Leonard said to keep in mind that there is only one pot of money so is this the most important thing to do and can we explain it to the public. Every time you assign the funds you have to look at the big picture.

The consensus of the group is to include the vault restroom next to the pickleball court in a location just south of the parking area.

Director Pawelk said that there is a special meeting on March 9 with City Council to go over the feasibility report, and also to accept a resolution to apply for the grant. Once there is clear direction from council, then we will form the Athletic Subcommittee to move forward with planning the phased improvements at the athletic park.

COMMISSIONER PETERKA MOVED TO RECOMMEND APPROVAL OF THE PICKLEBALL COURT DESIGN WITH THE CHANGES NOTED IN THE DISCUSSION FOR THE COURT COLORS AND THE CANOPY DESIGN, AND TO INCLUDE THE LARGER PARKING LOT AS A BID ALTERNATE. MOTION SECONDED BY COMMISSIONER KOPFF. MOTION CARRIED.

COMMISSIONER LEIFERMAN MOVED TO RECOMMEND MOVING FORWARD WITH RESOLUTION TO APPLY FOR THE OUTDOOR RECREATION GRANT FOR THE VAULT RESTROOMS. MOTION SECONDED BY COMMISSIONER PETERKA. MOTION CARRIED.

3. Updates

- A. Director's Update (TP)
- B. MCC Update (SC)
- C. Park Maintenance Update (JB)
- D. MontiArts Update (EW)
- E. Senior Center Update (JJ)
- F.

4. Schedule for the Next Meeting

- Next Regular Meeting: March 26, 2026, at 8 a.m. will be held at City Hall.

5. Adjournment

COMMISSIONER LEIFERMAN MOVED TO ADJOURN THE MEETING AT 10:12 A.M. MOTION SECONDED BY COMMISSIONER KOPFF. MOTION CARRIED.

RECORDED BY: Beth Green

DATE APPROVED:

ATTEST: Tom Pawelk