

ORIGINAL



**PARK & RECREATION SPECIAL MEETING
Minutes of February 20, 2020**

The Park and Recreation Board met at the Alexandria Community Park on the above date at 5:00 p.m. with the following members present:

Present: Karen Minshall Rick Carr Pam Proctor Fred Hollmann

Absent: Cathy Combs

Also Present: Kim Wagner, Recreation Director Susan Vanlandingham, City Council
Martin Koepke, Martin Koepke Design

NEW BUSINESS:

- 1. Meet with Martin Koepke** – Mr. Koepke asked the board for their goals in this second master plan. Ms. Minshall expressed the desire for a larger shelter to accommodate more people and larger events. Mr. Koepke pointed out a possible location in the upper park between the playground and the maintenance building, overlooking the lake. He said this could make an attractive location for a new shelter. He asked about sewer connections and whether restrooms should be included; those would have to be extended from the concession stand.

Mr. Carr suggested adding seating below, in the natural bowl-shaped contour on the hillside near the lake, if the shelter was built at this overlook site. This could be an outdoor learning center for visiting students or adult presentations. There was some discussion about how to capture more lawn between the upper area and the maintenance barn as well as some landscape options to block the building from view.

Ms. Minshall asked if the lower shelter by the lake could be enlarged. Mr. Koepke observed the lower shelter is somewhat locked in by the hill behind and hill below, but his master plan can address the need.

During the discussion about shelters, Martin explained several principals of park design.

- All amenities should be placed at distances from each other to create appropriate separation of uses. This allows free movement in and around the park by others not engaging in the amenity. Distances are subjective and vary between use types.
 - Some amenities should be treated as destinations others could be more integrated into the natural flow of pedestrian movement.
 - Shelters can duplicate needs but should offer varying experiences and accommodate a variety of space.
- 2. Playground expansion** – The board desires to expand the playground, thinking of expanding lengthwise towards the maintenance building but Mr. Koepke suggested considering expanding widthwise toward the lake.

They discussed the upper shelter and how it is too small for all that takes place there especially with being so close to the playground. Mr. Koepke gave several options to consider, one being to keep the poles and enlarge the structure. Due to its small size, this shelter might better be considered, primarily as shade structure, and secondarily a picnic shelter. He suggested providing other places to picnic and allow this shade structure to accommodate more turnover for users desiring shade.

The meeting relocated to the Annex building at the Community Center.

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3. **Scope of Work** – Mr. Koepke asked what the board wanted to tackle in this next master plan. The group concluded it wants three things:
- Upgrade and/or expansion of upper shelter by the playground.
 - A new shelter in the park large enough to host large events, such as weddings.
 - Expand and upgrade the lower lake shelter so it has greater capacity. Determine size required. A field trip to Mariemont might enlighten Board concerning size of shelter needed or desired.
4. **Estimated budget cost for items within design** – Following the meeting Mr. Koepke will provide the board with a concept plan for a fee of \$2,000. He strongly recommended professional architects and engineers be hired to implement the plans who are trained in structural design and construction.

The board spent some time discussing the options and cost of upgrading the upper shelter, with Mr. Koepke sketching out some possible options. The board asked for a more complete sketch to be included in his concept plan. Mr. Carr will provide the measurements and the link to LinkGIS to give Mr. Koepke give a more accurate drawing.

5. **Timeline for design** – Mr. Koepke will provide the board with a sketch of an upgraded upper shelter before the March park board meeting. The board will use this as the basis for its capital improvement request for the next fiscal year budget. The completed updated master plan will take several weeks and a few more meetings with the board before completion.

ADJOURNMENT

MOTION: Pam Proctor made a motion to adjourn, seconded by Rick Carr. All in favor, the motion passed 3-0-0.

Attested to and submitted by:


Jan Johannemann, City Clerk


Karen Minshall, Chairperson

Dated 3/5/2020

Dated 3-4-2020