

***PARK AND RECREATION COMMISSION MEETING – MAY 19, 2016
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chair Stenzel on May 19, 2016, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Shane Stenzel, Vice Chair Jim Lindahl,
Commissioners Sarah Elstrom, Alisa Lewnau (arrived at
7:26 p.m.), Angela Marinello and Mark Miskowiec.

Commissioners Absent: Commissioners Ted Butler

Also Present: Assistant Public Works Director, Todd Haas

RESIDENT FORUM

No one appeared to address the Commission

APPROVAL OF MINUTES

Motion by Lindahl, seconded by Miskowiec, to approve the May 5, 2016 Park Commission minutes as presented. Motion carried on a 3-ayes, 0-nays, 3-absent (Commissioners Butler, Lewnau, and Marinello) and 1-present (Elstrom) vote.

CONSIDER PROPOSAL FROM SW LAND, LLC / COUNTRY OAKS NORTH 2ND ADDITION, CONT.

Mr. Haas explained that the Park and Recreation Commission is requested to consider a proposal from SW Land, LLC regarding the park located in Country Oaks North 2nd Addition. He stated this item was tabled from the May 5, 2016 meeting to allow the developer to itemize the proposed improvements along with estimated costs. This information has been provided for the Commission's review and staff has also provided an itemized list that is slightly modified from the developer's list.

Chair Stenzel suggested the Commissioners review each item.

Items discussed:

Half basketball court: Commissioner Miskowiec commented it seems there is a lot being packed into this small park. There are issues with proximity to the lot line. He stated

basketball courts do not seem to be getting the play that people think they should. He said he was indifferent whether there was a basketball court or not.

Commissioner Lindahl agreed, stating this area is too small for a court.

Chair Stenzel and Commissioner Elstrom agreed. The park needs more green space.

It was agreed to remove the basketball court.

Double tier metal shelter plus slab and sidewalk: Chair Stenzel stated he does not see the need for a shelter since this is a neighborhood park. He questioned gauging the use of neighborhood parks by the amount of garbage the City needs to pick up.

Mr. Haas responded the garbages are checked at least once a week. They may not need to be emptied every week.

Commissioner Lindahl suggested it may be good to have a small shelter for small gatherings. The shelter as planned is too large for this size of a park. There are a lot of other needs prior to this.

Commissioner Miskowiec commented this is a lot of shelter for the area and he would be more in favor of a smaller one.

Side slabs and bituminous trails: Chair Stenzel commented if there was a smaller shelter, the connection to the trail could be shorter. Mr. Haas noted staff will meet with the developer to find the exact needs once these items are approved.

Trail, tot lot, curb, sandbox, asphalt, wood chips, playground equipment: Consensus was reached to approve these items.

Trees: Chair Stenzel noted the City does not have the facilities to maintain all the trees that are recommended. He questioned whether there would be irrigation if all these trees were added. Mr. Haas responded there are options. One option would be blue grama grass. There is no city water service extended to this park. It would need to be well water. He said the lots to the east have municipal sewer and water.

Mr. Haas reviewed the items as discussed: No basketball court; a small shelter would be approved; the tot lot, parking lot, and some trees would be preferred.

Scott Wold, SW Land, LLC stated one of the reasons he wanted to build a nicer park, similar to a regional park, is that the park they put in 12 years ago, Country Oaks West, has no shelter or parking, and is the access to 50 acres of land. In the event of a storm, it is nice to have a decent shelter. He said he could see schools and other groups using it. Mr. Wold spoke to the removal of basketball courts, stating if there is a tot lot, it would be nice to give teenagers something to do. This is an option that isn't expensive. He pointed out the plat that is next door is 200 feet wide, and a house can be built anywhere on that lot. There is room for a large buffer, and the property to the east could easily add buffer. He said he thinks eight parking spaces are warranted. This is an area where

people will probably be driving from nearby areas to visit the space. Another reason for the parking is that there are 164 lots in this subdivision. In nearby parks, it is common to see dozens of kids. The subdivisions there have 100 lots. He said he would like to do more than they built over there, considering there are more lots. He stated he sees this as a hub for the neighborhood. He offered to pay for the development of the park so that no money has to come from the Commission up front. The park dedication fees can be deducted over time.

Mr. Haas noted if the recommendations go forward, Mr. Wold would need to clarify what the developer would be responsible for and what the Commission would be responsible for. He stated there is about \$98,000 of park dedication that is due on Country Oaks North. The developer has an agreement with the City to pay it off by this summer. If it is not paid, it will be assessed to the remaining lots that have not been built on as of yet. He noted that any contribution from the Park Improvement Fund will have an impact to other projects the Commission has been considering as part of the 2017-2021 Park Capital Improvement Plan (CIP).

Chair Stenzel questioned whether there is access from Hanson to Maple View Open Space. Mr. Haas answered there is not. The only access is from a cul-de-sac to the north which has not been platted as of yet. That park currently does not have parking or a shelter.

Chair Stenzel commented the Commission has had discussions before regarding open space, and putting in a shelter at Kelsey Round Lake Park. It was noted then, that school groups and other groups could use the shelter. This is a park with more amenities. That park also had more open space, and a few trails. A small shelter would work better in neighborhood parks.

Mr. Wold asked what size is considered a small shelter. Commissioner Lindahl explained once the shelter is built, there will be replacement costs. The Commission doesn't have the funds. The shelter would need to be something that is used, and maintained. A smaller shelter would fit the need. He clarified it was planned the City would acquire the playground equipment and the shelter materials.

Mr. Haas replied that the City would be responsible for the materials. He said if the Commission wanted to pay for everything it can. The project is moving up, and it was not in the CIP, so the developer was offering to help.

Chair Stenzel said if the developer wants to donate, the City would accept, but it would not be deducted from the dedication fees. There are funds allocated for other projects. He advised the Commission would need to declare what it would pay for, and if the developer wanted to over and above it would be their choice.

Mr. Wold said he sees it as an asset to the development. Building this park now, is a long-term benefit. The park would not be much of a benefit if it was added later. This is the most rural area that Andover has, and it is in an area with expensive houses. He said he didn't want to see a cut-rate park. He said he would be willing to commit to 10%.

Mr. Haas suggesting bringing this item back in two weeks. As far as improvement costs, it would be helpful to have the clarification for the Council for each party's participation.

Chair Stenzel suggested if the developer wants to upgrade to a larger shelter or add a basketball court, they could, however that would be a donation from the developer to the City.

Commissioner Lewnau arrived at 7:26 p.m.

Mr. Wold questioned the cost of the basketball court. Chair Stenzel replied the estimate is \$7500.

Chair Stenzel asked whether the motion can be made without specific numbers. Mr. Haas replied the numbers can be included in the packet for Council's consideration at their next meeting.

Motion by Commissioner Lindahl, seconded by Elstrom, to recommend the City Council approve the proposal from SW Land, LLC regarding the park located in Country Oaks North 2nd Addition with the following revisions: include a smaller shelter; playground equipment listed except for the basketball court and associated blacktop; the developer would pay for park dedication costs up front; and the inclusion of a list of the direct costs and what would be considered benefits or upgrades. Motion carried on a 5-ayes, 0-nays, 2-absent (Commissioners Butler and Marinello) vote.

CONSIDER NAMING OF PARK PROPERTY / COUNTRY OAKS NORTH 2ND ADDITION

Mr. Haas explained that the Park and Recreation Commission is requested to consider naming the park property located in Country Oaks North 2nd Addition. He described the location of the park that will be dedicated with the Country Oaks North 2nd Addition plat in the near future. In addition, this park will need to be added to the Andover Parks and Trails Map.

Motion by Lewnau, seconded by Elstrom, to recommend the City Council that the new park located in Country Oaks North 2nd Addition be named Maple View Park. Motion carried on a 5-ayes, 0-nays, 2-absent (Commissioners Butler and Marinello) vote.

REVIEW OUTSTANDING ITEMS

Mr. Haas reviewed outstanding items.

Pine Hills South Park – the proposal from the playground supplier has been received, and Staff will review.

Sunshine Park Scoreboards – the install was completed today. The electrical work will start next week. They should be operational around June 10.

Prairie Knoll Park Turf Improvements – the use of the fields and number of games/practices allowed per week will be discussed at the June meeting.

Commissioner Miskowiec noted when a multi-field park is closed, people seem to gravitate to the open area. He suggested signs be put up as a reminder. Mr. Haas replied there are signs up. He will make a recommendation to the Park Commission on how to handle this and then bring it forth to the Council.

Park and Recreation Commission meeting at a City Park or Facility – the Commission will meet at Rose Park Shelter in September.

Weekly Parks Maintenance Update – A new employee was hired and will start June 6. Jason Grode may be at the second meeting in June.

Commissioner Lewnau noted the digger was installed in the Sophie's Park and was enjoyed by many.

Mr. Haas said he has three slots filled for the Commission for the Fun Fest. Chair Stenzel stated he will make sure the slots are staffed.

CHAIR'S REPORT

None.

ADJOURNMENT OF REGULAR MEETING

Motion by Commissioner Miskowiec, seconded by Commissioner Lindahl, to adjourn the regular meeting at 7:38 p.m. Motion carried on a 5-ayes, 0-nays, 2-absent (Commissioners Butler and Marinello) vote.

The Workshop Meeting of the Andover Park and Recreation Commission was called to order by Chair Stenzel on May 19, 2016, 7:39 p.m. at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Shane Stenzel, Vice Chair Jim Lindahl
Commissioners Sarah Elstrom, Alisa Lewnau, and Mark Miskowiec.

Commissioners Absent: Commissioners Ted Butler, Angela Marinello

Also Present: Assistant Public Works Director, Todd Haas

DISCUSS 2017 – 2021 PARK CAPITAL IMPROVEMENT PLAN, CONT.

Mr. Haas explained that the Park and Recreation Commission is asked to continue discussing the 2017-2021 Parks Capital Improvement Plan (CIP). This item was continued from the last meeting. He said there are no changes. He noted the

Commission has a deficit, and will need to make revisions to bring the balance to a positive number. He mentioned that Commissioner Butler had asked previously if the number of residential units could be increased. The Finance and Engineering Departments did not recommend this. He stated there are new developments coming in from commercial, however the fees have already been paid.

Mr. Haas suggested a joint meeting with the Council to discuss the CIP. There is a Council workshop meeting scheduled for May 24 and Mr. Haas stated he will work with Chair Stenzel to schedule a subsequent meeting.

DISCUSS PARKS AND OPEN SPACE PLAN, CONT.

Mr. Haas explained the Park and Recreation Commission is requested to discuss the Parks and Open Space Plan. He explained that the City, along with other metro cities, have been notified that it is time again to begin updating the City's Comprehensive Plan. Chapter 5 of the City's Comprehensive plan is the Parks and Open Space Plan. He asked the Commission to determine whether there are any changes and/or updates that should be made or a new vision the Commission would like to consider. He stated this Commission must meet the Met Council minimum requirements. The definitions are already determined because that is how the Met Council identifies the size of the parks.

Chair Stenzel asked if we get funding from the Met Council. Mr. Haas said we do not. A recommendation to Council must be made at some point.

ADJOURNMENT OF WORKSHOP MEETING

Motion by Commissioner Lindahl, seconded by Commissioner Miskowiec to adjourn the workshop meeting at 7:47 p.m. Motion carried on a 5-ayes, 0-nays, 2-absent (Commissioners Butler and Marinello) vote.

Respectfully Submitted,

Chris Moksnes, Recording Secretary
TimeSaver Off Site Secretarial, Inc.