

***PARK AND RECREATION COMMISSION REGULAR MEETING – JUNE 2, 2016
MINUTES***

A Regular Meeting of the Andover Park and Recreation Commission was called to order by Chair Stenzel on June 2, 2016, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioner Present: Chair Shane Stenzel, Vice Chair Jim Lindahl, Commissioners Ted Butler, Sarah Elstrom, Alisa Lewnau, Angela Marinello, and Mark Miskowiec.

Commissioners Absent: None

Also Present: Assistant Public Works Director, Todd Haas

RESIDENT FORUM

Mayor Julie Trude appeared to address the Commission on HeartSafe. Three AED's were purchased from donations from the Andover Football Association. AEDs can be checked out from the Andover Community Center. The Andover Huskie Youth Hockey Association will be donating funds for the purchase of two AEDs. Mayor Trude showed a sample of the logo for Heart Safe Andover. Letters have been sent to businesses in Andover with information on purchasing AEDs for a promotion price of \$1620. The Andover Fire Department did a survey of where AEDs are located in Andover. Mayor Trude gave examples of lifesaving efforts by using an AED within the community. Allina has partnered to provide training. Training will be available at the Safety Camp in June. Mayor Trude asked that the Commission discuss this with the Athletic Associations on setting up training.

APPROVAL OF MINUTES – MAY 19, 2016

Commissioner Marinello noted she arrived late to the meeting and Commissioner Lewnau was actually absent from the last meeting.

Motion by Lindahl seconded by Lewnau, to approve the minutes from the May 19, 2016 Park and Recreation Commission Meeting as corrected. Motion carried on a 5-ayes, 0-nays, 0-absent, 2-present (Butler and Lewnau) vote.

RECOMMEND 2017 – 2021 PARK CAPITAL IMPROVEMENT PLAN

Mr. Haas reviewed the Park and Recreation Commission are requested to review the final draft 2017 – 2021 Parks CIP and consider recommending the approval to the City Council.

At the last workshop meeting on May 19, 2016, based on the consensus of the Commission it was suggested that the proposed Park CIP be considered on a regularly scheduled agenda to present the CIP and allow the public to provide any input they may have on proposed improvements. The Park CIP is before the Commission for their final review before it is presented to the City Council at a future meeting (joint meeting has not yet been determined).

Mr. Haas indicated the location of the parks on a map. The current projects listed for 2017-2020 and the recommendation for each is as follows:

2017

- Small irrigation project - \$20,000 (Location – TBD)
- Pine Hills North/Construction of storage building - \$100,000 (to be funded by donations). Note – At this point no association has stepped forward to offer to build a storage building. Leaving this on the spreadsheet does not impact the park improvement fund balance.
- Fox Meadows Park - \$457,300 (site improvements to the park including site grading, irrigation and new well). Only one small field will be added to this park.
- Nordeen’s Park - \$7,500 (this is based on petition from the neighborhood in 2015 for a new basketball court).
- Annual Misc. Projects - \$15,000

2018

- Small irrigation project - \$20,000 (Location – TBD)
- Annual Misc. Projects - \$15,000

2019

- Small irrigation project - \$20,000 (Location – TBD)
- Annual Misc Projects - \$15,000

2020

- Pine Hills North/Parking lot with curb - \$120,000
- Wild Iris Park Irrigation Project - \$42,500 Irrigation and water service

2021

- No projects currently identified

Mr. Haas reviewed the Finance Department has indicated to Public Works staff that the ending fund balance for each of the 5 years should have a minimum positive balance of \$50,000 or

more. The Park and Recreation Commission have indicated that they would like to have a discussion on the CIP and funding options before any revisions are made.

Chair Stenzel opened and closed the open forum as no one appeared to address the Commission.

Motion by Lewnau, seconded by Miskowiec, to approve the 2017 – 2021 Park Capital Improvement Plan. Motion carried on a 7-ayes, 0-nays, and 0-absent vote.

DISCUSS THE SCHEDULING AND USE OF CITY FIELDS/FACILITIES

Mr. Haas reviewed the Park and Recreation Commission is requested to discuss the scheduling and use of City fields and facilities for the upcoming fall season.

Due to the overuse of Prairie Knoll Park fields last fall, the City would like to establish a reasonable number of games and/or practices that should be allowed during the week which would also include playoff games after the regular season is over. Based on advice of experts in the area of field maintenance and what Public Works staff has seen in the past, it is being recommended that 2 days (1 game per night per field) be scheduled during the week (Monday – Thursday) and 1 day on the weekend (either Saturday or Sunday) be scheduled for games with the maximum of no more than 2 games per day per field. This would total 6 games per week per field. In addition, it is very important that the football association evaluate when games should be postponed due to inclement weather and/or field conditions which may be too wet from previous rain events and/or if it is raining at the start of the game.

Public Works will monitor the condition of the fields throughout the season and will provide to the Commission an update at the end of the season to determine if any adjustments should be made for the 2017 football season. Mr. Haas noted Public Works staff will be providing recommendations for limiting the number of games for soccer and lacrosse prior to 2017 spring/summer season scheduling.

Andover Football Association representatives Patrick Wheeler and another football association representative stated for 4th – 6th grade players Prairie Knoll Park is their “home” field. The use of Sunshine Park will help the situation. Typically, 100 games are held at Prairie Knoll. The Andover Football Association is willing to put down a \$1000 damage deposit each year in an escrow account. They are requesting in an emergency case that two games be played per day per field. They want to help protect the fields. They noted there is an adult church team that plays on the field with cleats and their use is more harmful to the field than the 4th – 6th graders.

Chair Stenzel asked how many participants there are in the program and Mr. Wheeler stated 550. There are a number of new participants in tackle football. Flag football numbers are growing. Chair Stenzel stated Tues, Thurs, Saturday with two games at Prairie Knoll and Sunshine and a possible field at Pine Hills North. Mr. Wheeler stated there is not a scoreboard at Pine Hills North. Chair Stenzel stated there does not need to be a scoreboard to have a game.

Mr. Wheeler asked if there could be an extra game for the younger players. There will be four fields utilized. Chair Stenzel asked Mr. Wheeler to discuss that with the association. The football association asked if Mondays could be considered a rain day in case another day during the week is cancelled. Mr. Wheeler will come back to another meeting with a proposed schedule.

Mr. Haas stated staff will monitor this throughout the year.

Mr. Wheeler noted in August there is a football preview which will be split between Prairie Knoll Park and Sunshine Park. The fall applications are due July 17, 2016.

REVIEW OUTSTANDING ITEMS / MAINTENANCE UPDATE

No updates regarding on-going projects and other items of interest along with the weekly parks maintenance update were discussed by staff.

Informational; no action required.

CHAIR'S REPORT

June 13 is the next Community Center Advisory Committee Meeting.

ADJOURNMENT

Motion by Lewnau, seconded by Butler, to adjourn the regular meeting at 7:35 p.m. Motion carried on a 7-ayes, 0-nays, and 0-absent vote.

Respectfully Submitted,

Debbie Wolfe, Recording Secretary
TimeSaver off Site Secretarial, Inc.