

***PARK AND RECREATION COMMISSION REGULAR MEETING
AUGUST 18, 2016
MINUTES***

A Regular Meeting of the Andover Park and Recreation Commission was called to order by Chair Stenzel on August 18, 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 Ted Butler (arrived at 7:26 p.m.), Sarah Elstrom, Alisa Lewnau, Angela Marinello, and Mark Miskowiec.

Commissioners Absent: None.

Others Present: Assistant Public Works Director, Todd Haas

AGENDA

Motion by Lewnau, seconded by Marinello, to amend the agenda adding Item 5A. Consider Application for Scheduled Use of Recreational Facilities/Friday Night Family Flag Football. Motion carried on a 6-ayes, 0-nays, 1-absent (Butler) vote.

RESIDENT FORUM

No one appeared to address the Commission.

APPROVAL OF MINUTES – JULY 21, 2016

Motion by Lewnau, seconded by Marinello, to approve the minutes from the July 21, 2016 Park and Recreation Commission Meeting as presented. Motion carried on a 5-ayes, 0-nays, 1-absent (Butler), 1-present (Elstrom) vote.

CONSIDER TOURNAMENT APPLICATION/ANDOVER FOOTBALL ASSOCIATION

Mr. Haas reviewed the Park and Recreation Commission is requested to consider the 2016 Tournament Application as requested by the Andover Football Association (AFA). The fields requested are Sunshine Park Fields 2, 3, and 4 (south, middle and north soccer/football fields). Mr. Haas noted NMSA has the north field approved as part of the 2016 Fall Field Schedule and AFA will need to contact NMSA to determine if they will allow football to use the field on August 27th and 28th. Also requested are Sunshine Park Softball/Baseball Fields 1-4 (outfield areas).

Chair Stenzel stated typically this event is held at Prairie Knoll Park. This is a preview for all teams that play in the association and gives the teams an opportunity to scrimmage and also acts as training for the referees.

Scott Skrypek, NMSA asked when the games would end and he requested it be flag football rather than tackle. Ms. Tonya Hoppe stated it would be tackle as they do not have flag football on those fields.

Chair Stenzel noted they would not be full games. If there is rain and there is a chance for tearing up the fields, the event would not be held. The fields would be painted and Mr. Skrypka requested they use his painted borders. The soccer field would not be used on Sunday. The soccer field would be used on Saturday for warm-ups.

Motion by Lewnau, seconded by Marinello, to approve the 2016 Tournament Application as requested by the Andover Football Association. Motion carried on a 6-ayes, 0-nays, and 1-absent (Butler) vote.

CONSIDER TOURNAMENT APPLICATION/ANDOVER ATHLETIC ASSOCIATION (FAST PITCH)

Mr. Haas reviewed the Park and Recreation Commission is requested to consider the 2016 Tournament Application as requested by the Andover Athletic Association (AAA). The fields requested are Sunshine Park Fields 1-4. Mr. Haas noted AAA has contacted Andover Football Association about using the fields on Sundays, August 21, September 11, 17, 18, 24 and 25 and it is staff's understanding that football is open to allowing the fields to be available for AAA.

Mr. Steve Williams, AAA Fast Pitch Director, stated typically their fall games are away games but this year they will be hosting some home games. This is a great opportunity for them to have home games within the community. Attempts will be made for all age groups to have a weekend at home.

Chair Stenzel confirmed one game would be on a Saturday and the rest would be on Sundays.

Motion by Lindahl, seconded by Elstrom, to approve the 2016 Tournament Application as requested by the AAA. Motion carried on a 6-ayes, 0-nays, and 1-absent (Butler) vote.

CONSIDER APPLICATION FOR SCHEDULED USE OF RECREATIONAL FACILITIES/FRIDAY NIGHT FAMILY FLAG FOOTBALL

Mr. Haas reviewed an Application for Scheduled Use of Recreational Facilities for use of Sunshine Park softball fields has been requested by Robb Wetenkamp. The group has been using Prairie Knoll Park or Sunshine Park soccer/football fields for the past few years on Friday nights. The first scheduled use of the fields is September 9, 2016 and would end on November 11, 2016 (subject to the weather). Staff recommends the applicant use Sunshine Park softball fields 2-4 for the fall season. Two fields would be used every Friday night and they will need to rotate the fields every week. This group is not associated with an organized athletic association. They will be using the field lights so a fee will be associated with the use of the field since both adults and youth will be using the field. The fee for the use of 2 field lights is \$800 for 10 weeks. A minimum charge of 2 hours per field per night was used to calculate the fee. The applicant will need to check out a light key and submit the required deposit.

Mr. Wetenkamp stated with Prairie Knoll being closed the outfields at Sunshine Park will be used. The fields will be rotated from week to week. The players are families between the ages of 12-60. There may be 40-50 people any given night. They are attempting to narrow down the list and those playing would be invited to play.

Chair Stenzel stated is concern about bad weather and field conditions at Sunshine Park. Staff will determine if games need to be canceled.

Motion by Lindahl, seconded by Elstrom, to approve the Application for Scheduled Use of Recreational Facilities for use of Sunshine Park softball fields 2-4 as requested by Robb Wetenkamp subject to paying the required fee of \$800 for use of the two fields. Motion carried on a 6-ayes, 0-nays, and 1-absent (Butler) vote.

CONSIDER PRESERVE AT OAK VIEW PARK DEDICATION REQUIREMENTS

Mr. Haas reviewed the Commission is requested to review and determine the park dedication requirements for the proposed preliminary plat of Preserve at Oak View. A copy of the preliminary plat was provided for Commission review. The Developer is proposing new rural single family homes as part of a Planned Unit Development (PUD). As part of the sketch plan review the Park and Recreation Commission suggested to the developer that the park dedication will be cash in lieu of land. There are a couple of existing parks in the general area (Oak Hollow Park and Country Oaks Park).

Ms. Kathleen Haward, representing developer stated Hanson Builders will be the builder. The area is just less than 30 acres. The lot sizes range in size from less than 2 acres to 2 ½ acres.

Chair Stenzel stated to use the other parks in the area a major road will need to be crossed but with the larger lots possibly most would have their own playground equipment.

Commissioner Miskowiec asked if there are plans for future development for municipal sanitary sewer and water in this area. Mr. Haas stated it is not currently included in the Comprehensive Plan.

Motion by Lindahl, seconded by Elstrom, to recommend to City Council that cash in lieu of land be the park dedication requirement for the proposed Preserve at Oak View. Motion carried on a 6-ayes, 0-nays, and 1-absent (Butler) vote.

UPDATE ON THE 2017 – 2021 PARK PLAYGROUND EQUIPMENT REPLACEMENT PLAN

Mr. Haas provided an update on the 2017 – 2021 CIP Park Playground Equipment Replacement plans that has been submitted to the Finance Department. The Parks Maintenance Department has evaluated the older playground structures around the City and has determined the following structures be rebuilt in the next five years.

- 2017 – Chesterton Commons
- 2018 – Shadowbrook East
- 2019 – Pine Hills South
- 2020 – Terrace
- 2021 - Strootman

A survey will be sent to the residents near Chesterton Commons and a neighborhood meeting will be held.

Chair Stenzel asked if Terrace Park and Strootman Park currently have playground structures and Mr. Haas says they do however he has not seen the existing equipment.

Chair Stenzel asked if Fox Meadows park playground is still in good shape and Mr. Haas stated it is in good shape. There may be some individual pieces that need replacement which will be taken care of. Chair Stenzel asked if this list is set and Mr. Haas stated it is flexible and could be modified if a petition or neighborhood came in and requested a playground.

Chair Stenzel asked what is being budgeted for each year and Mr. Haas stated \$50,000. Some of the maintenance funds may be used. The structure may cost \$30,000-35,000 for the equipment and installation.

Chair Stenzel asked if it made sense to look at the highly used parks and are the playground needs being justified by a dollar amount or who is being served. How many children are using a particular playground should be considered by staff. Mr. Haas stated the neighborhoods are given an option as to what can be done and paid for by the City. They will be given three options with a deadline for selection before the equipment is ordered. Staff considers whether it is an urban or rural development.

Commissioner Butler arrived at 7:26 p.m.

Commissioner Marinello asked about the open area at Chesterton Commons Park. Chesterton Commons does not have ball fields.

REVIEW OUTSTANDING ITEMS / MAINTENANCE UPDATE

Mr. Haas reviewed on-going projects and other items of interest along with the weekly parks maintenance update.

Commissioner Butler noted there was no Andover Community Center Advisory Board Meeting in August. The next meeting will be in September.

Mr. Haas noted the Commission has indicated they would like to meet at Rose Park in September. The tentative date is September 15, 2016 at 7:00 p.m. to discuss the shelter with the neighborhood and the Andover Baseball Association. There will be no Commission meeting on September 1, 2016.

Chair Stenzel asked if grants would be applied for and Mr. Haas stated that yes most likely grants will be applied for once information is made available to the Cities.

Commissioner Butler noted the weeds are growing in and around the ball field and not maintained at Northwoods East Park. Chair Stenzel stated Prairie Knoll Park West Field crowning needs attention. Mr. Haas stated crowning would not improve the drainage. Overseeding will be done in the next couple of weeks along with some fertilizing.

Informational; no action required.

CHAIR'S REPORT - NONE

ADJOURNMENT

Motion by Lewnau, seconded by Butler, to adjourn the meeting at 7:40 p.m. Motion carried on a 7-eyes, 0-nays, and 0-absent vote.

Respectfully Submitted,

Debbie Wolfe, Recording Secretary

TimeSaver off Site Secretarial, Inc.