

**PARK AND RECREATION COMMISSION REGULAR MEETING  
OCTOBER 6, 2016  
MINUTES**

A Regular Meeting of the Andover Park and Recreation Commission was called to order by Chair Stenzel on October 6, 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 7:05 p.m.), Alisa Lewnau, Angela Marinello, and Mark Miskowiec.

Commissioners Absent: Commissioner Sarah Elstrom

Others Present: Assistant Public Works Director, Todd Haas and Director of Public Works/City Engineer David Berkowitz

***RESIDENT FORUM***

No one appeared to address the Commission.

***APPROVAL OF MINUTES – SEPTEMBER 15, 2016***

***Motion*** by Marinello, seconded by Miskowiec, to approve the minutes from the September 15, 2016 Park and Recreation Commission Meeting as presented. Motion carried on a 3-eyes, 0-nays, 2-absent (Commissioners Butler and Elstrom), 2-present (Commissioners Lindahl and Lewnau) vote.

***REVIEW OF FOX MEADOWS PARK LAYOUT/SCHEDULE PUBLIC INFORMATION MEETING/14-15***

Mr. Berkowitz presented the draft layout of Fox Meadows Park to the Park and Recreation Commission.

Commissioner Butler arrived at the meeting at 7:05 p.m.

Mr. Berkowitz noted the draft layout contains two soccer/football/lacrosse fields. One of the fields is a full size field and the other is a medium size field for the younger age groups which also could be used for practice by the various associations. The full size field has been adjusted further north and west from the first draft which will provide somewhat of a closer access to the parking lot at the north end of the park. The City athletic programs are in need of additional fields for play. Trail would be paved to the large field and the shelter would be moved between the playground equipment and basketball court. There is an existing sliding hill closer to the northwest corner of the full size field that is rarely used that will be permanently removed. The location of the fields has been adjusted to allow for future improvements such as lighting if desired. Some trees will need to be removed from the west side of the park. The sand from the sliding hill area will be used to grade the site. Other sliding hills available are at Pine Hills North, Prairie Knoll Park, and Andover Station North. Mr. Berkowitz identified the low part of the park that handles storm water drainage. The plans are preliminary and survey work will be completed in the next 30-45 days.

Mr. Berkowitz noted that a public informational meeting will be held Thursday, November 3, 2016.

Commissioner Lindahl asked if anything would be done for storm water drainage from the parking lot and should some work be done since the equipment will be in the park. Mr. Berkowitz stated that would be part of the final design to accommodate potential future parking lot paving.

Commissioner Miskowiec asked about the gas line easement and Mr. Berkowitz showed the easement as it goes through the park property. Improvements can be done on top of the easement. An inspector from the gas company will need to be present when working near the pipeline. Commissioner Miskowiec asked if there are any restrictions on what can be on top of the easement and Mr. Berkowitz stated the City will be working with the gas company regarding allowed improvements.

Chair Stenzel asked if there was a count of the trees that would be removed and Mr. Berkowitz stated there is not a count at this time and that the trees are mostly cedars. The existing fields have been available to the associations but due to the turf condition it is not used very often. Mr. Berkowitz stated the field has been a play surface as long as he has worked for the City which is over 20 years.

Mr. David Olson, attorney representing Rita and John Burgeson, appeared and asked what the cost would be to move a field further to the north away from the Burgeson's property. Mr. Berkowitz stated he does not have an estimate at this point. He is familiar with the contours of the site which would lead to additional costs if the field moves further north and west. Once the survey work has been completed and the design work is done those estimates can be determined. As soon as there is a preliminary design it will be presented to the Park and Recreation Commission at a public meeting and will be available to the Burgeson's. There is no plan at this time to light the fields.

Mr. Olson stated there is an existing fence separating the park property from the Burgeson's and asked if that would remain. Mr. Berkowitz stated the fence would remain. Mr. Olson asked about private wells around the park being affected. Mr. Berkowitz stated they will work with a consultant to monitor well levels on private wells when the irrigation well is test pumped. Mr. Olson stated the Burgeson's want to be good neighbors and they want to work with the City for the least impact to their property. Mr. Olson would appreciate any information as it becomes public.

Chair Stenzel stated there will be an informational open house held on November 3, 2016.

***DISCUSS PROPOSED PARK PLAYGROUND IMPROVEMENTS/DRAFT NEIGHBORHOOD LETTER AND SURVEY/CHESTERTON COMMONS PARK/17-14***

Mr. Haas reviewed staff had indicated that the existing playground equipment at Chesterton Commons Park is due for replacements and is the next piece of playground equipment that is recommended to be replaced in 2017. The location of the park was indicated on a map. The Parks Maintenance Department has determined the entire structure will need to be replaced along with new concrete borders and fall zones. Improvements will be funded from the annual playground replacement fund that is allocated each year for these types of projects. A public information meeting has been scheduled for Thursday, December 1, 2016 at 7:00 p.m. or shortly thereafter at Andover City Hall Council Chambers regarding the possible improvements to Chesterton Commons Park.

Chair Stenzel asked when the equipment that burned (Shadowbrook East Park) was planned to be replaced and Mr. Haas stated 2018. The City is hoping to hear from the League of Minnesota Cities

Insurance Trust soon regarding this. Mr. Haas stated the entire structure needs to be removed including the posts. Chesterton Commons Park playground equipment will cost around \$25,000 - \$30,000.

Commissioner Marinello noted the condition of the playground equipment at Chesterton Commons Park is poor condition.

Commissioner Butler stated he would like to keep the options open until word comes back from the League of Minnesota Cities Insurance Trust.

Chair Stenzel suggested continuing on with the survey. The wording on the survey can be changed to be replaced in 2017 or 2018.

Commissioner Lindahl suggested sending a picture of the existing playground equipment be included with the letter being sent out to the neighborhood. The Commission was in agreement with this suggestion.

#### ***REVIEW OUTSTANDING ITEMS / MAINTENANCE UPDATE***

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

There will not be a meeting on October 20, 2016.

Informational; no action required.

#### ***CHAIR'S REPORT***

Commissioner Butler stated the Community Center Advisory Board meets next month and he will provide a report after the meeting.

Commissioner Lindahl asked if there are any issues with the football fields with all the rain. Mr. Haas has not heard anything.

Chair Stenzel mentioned mowing the hill at Andover Station before the snow flies. Mr. Haas stated they will also mow Pine Hills North.

#### ***ADJOURNMENT***

***Motion*** by Lewnau, seconded by Lindahl, to adjourn the meeting at 7:30 p.m. Motion carried on a 6-ayes, 0-nays, and 1-absent vote.

Respectfully Submitted,

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