

***PARK AND RECREATION COMMISSION MEETING – JANUARY 16, 2025
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chair Strombeck on January 16, 2025, 6:00 p.m., at the Andover City Hall, 1885 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Tracy Strombeck, Commissioners Bruckner Johnson, Kristin Lackie, Chuck Naughton, Liza Shafto and Shane Stenzel.

Commissioners Absent: Commissioner Jim Lindahl

Also Present: Parks & Streets Operations Manager Jason Baumunk and City Planner Peter Hellegers.

RESIDENT FORUM

No one appeared to address the Commission.

APPROVAL OF MINUTES

December 5, 2024 Regular Meeting

Motion by Commissioner Stenzel seconded by Commissioner Naughton, to approve the December 5, 2024, Park Commission Regular Meeting minutes as presented. Motion carried on a 4-ayes, 0-nays, 2-present and 1-absent vote.

APPROVAL OF AGENDA

Motion by Commissioner Stenzel, seconded by Commissioner Johnson, to approve the January 16, 2025 Park Commission Regular Meeting Agenda as presented. Motion carried on a 6-ayes, 0-nays, and 1-absent vote.

DISCUSS FINNES ESTATES SKETCH PLAN

City Planner Peter Hellegers reviewed Brian Jansen/Boulder Contracting has submitted a Planned Unit Development (PUD) sketch for review. This is the first step in the development of a PUD in Andover. The sketch plan shows 32 single-family lot development over 14.24 acres (currently two properties). The site is generally located in the southwest quadrant of Crosstown Blvd/157th Ave and Prairie Road. Staff is currently

reviewing the development for compliance and deviations from the City Code and this item is expected to have a public hearing in front of the Planning and Zoning Commission in the near future.

Currently the property is zoned as R-1 Single Family Rural Residential and is guided as Transitional Residential which is essentially Urban Residential Low and would expect to have a density of 2.4 to 4 units per acre.

Parks that are located nearby include:

- Sophie’s Park
- Fields of Winslow Cove
 - One on the east side of Prairie Road
 - One future on the west side of Prairie Road
- Landlocked Park (passive park no amenities)
- Moores Estates (passive park no amenities)

A trail is expected to be located on the west side of Prairie Road as development occurs. Eventually this trail segment would run from Crosstown Blvd down to Prairie Knoll Park.

A trail has been planned for the south side of Crosstown Blvd. The Andover City Council will discuss a segment of this trail from Xeon to Prairie Road with the main discussion related to costs associated with crossing the existing railroad at their January Workshop.

The Park Dedication Study does not identify parkland dedication in this area of the City therefore staff would recommend cash-in-lieu of land for park dedication requirements.

Also provided for Commission consideration is the proposed PUD layout.

The developer indicated that the number of units was reduced to 28 single-family units.

Mr. Baumunk noted if a park were to go into this area it would be a Mini Park in size. There is no park designated for this area in the comprehensive plan. He also mentioned that there are future trail connections that are indicated to go past this development on both Crosstown Blvd NW and Prairie Rd that would connect this to other nearby parks such as Sofies Park, the new park being installed at Fields of Winslow Cove East, and Prairie Knoll Park.

Motion by Commissioner Stenzel, seconded by Commissioner Shafto, to recommend the City Council accept cash in lieu of land for Finnes Estates. Motion carried on a 6-ayes, 0-nays, and 1-absent vote.

PARK DEDICATION IMPROVEMENT FUND 4TH QUARTER REPORT/FINANCE DEPARTMENT

Mr. Baumunk provided the unaudited versions of the Project Commitment Listing Report, Balance Sheet, and Revenue and Expenditure Reports for the Park Improvement Fund as of December 31, 2024.

Chair Strombeck asked if the amount was higher for Rose Park in a previous report. Mr. Baumunk will research and report back to the Commission. Chair Strombeck thought the amount should be higher. Mr. Baumunk stated the playground was done in Rose Park two years ago.

ANOKA COUNTY SHERIFF'S OFFICE 4TH QUARTER REPORT

Mr. Baumunk reviewed the list of reports generated by the Anoka County Sheriff's Office regarding city park activity for the 4th quarter.

Commissioner Shafto noted a number of reports include people taking mental health breaks in the parks. She asked if City Council is aware of these incidents occurring in the City. Mr. Baumunk stated he will make sure the City Council is aware.

OUTSTANDING ITEMS

Parks and Streets Operations Manager Jason Baumunk reviewed the Outstanding Items Report along with pictures of most of the items:

On-going Projects: Outdoor rinks have been open since December 14th and are getting heavy use. Andover Huskies Youth Hockey Association is using them more than they have in the past. Rinks were closed for four days due to the warm weather and rain but remained in good condition after the weather cooled off. The new skating loop at Hidden Creek North Park is working out well and getting used. Staff are actively trimming trees along trails and in the parks.

Updates on 2024 Park CIP Projects:

Pine Hills Multipurpose Building – The structure is complete and the plumbing and electrical are installed. The well, septic, and electrical connection are scheduled over the winter and early spring. The building is expected to be complete and open by late spring of 2025. The road on the west side of Pine Hills Park, Tulip St NW, is getting mill and overlay this year. There is a driveway access to the park off Tulip street that has not been used and is barricaded off. Do we want to remove this access with the street project or leave it for potential future needs? Pictures, map and master plan were provided for Commission review. Staff is looking for input from the Park & Recreation Commission. Staff recommends removing that entrance and installing a curb. The consensus of the Commission was to remove the entrance.

Motion by Commissioner Lackie, seconded by Commissioner Stenzel, to remove the entrance. Motion carried on a 6-ayes, 0-nays, and 1-absent vote.

Updates on 2025 Park CIP Projects – New Park at Fields of Winslow Cove East Park – The playground equipment has been delivered, and the contractor is scheduled to install the playground, sidewalk, and picnic table pad early in the spring. Parks staff are planning on installing the irrigation right after the playground is completed.

Sunshine Basketball Court Upgrades – Staff will obtain bids for the sport court surfacing, fencing, and upgraded hoops within the next month.

Tree Lighting Event – The planning committee held a wrap-up meeting for the event on Monday, December 9th. The committee decided on staying with the first Friday in December going forward. The 2025 event will be held on Friday, December 5th. The decision to try and plant a live tree in the same area where the event is currently held was recommended. Other cities that are seeking tree donations for their events are not consistently finding trees and have been taking them out of local parks. The committee will start meeting again in September.

Other Items of Interest:

New Trail Segment Along Coon Creek – The easement has been secured and a DNR Local Trail Connection Grant was awarded in the amount of \$250,000. The grant funds must be used by June of 2026. Staff have brush mowed the trail and survey and design work has started. Staff have started the bridge design with the bridge contractor.

Parks Maintenance Update: Mr. Baumunk reviewed the Weekly Parks Maintenance for 12/6/24, 12/13/24, 12/20/24, 12/27/24, and 1/3/25.

Commissioner Naughton asked about the increased use of ice by the Hockey Association and if indoor ice was no longer available to them. Mr. Baumunk stated they try to use outdoor ice for the younger teams. The Association provided warming house coverage when they use the rinks. Staff will look at putting a warming house at the loop for next year.

Commissioner Lackie asked when the Pine Hills Multipurpose Building would be available for rental and Mr. Baumunk stated it will depend on when the septic is installed. It should be ready by graduation season.

Chair Strombeck asked what the rental is for the Hawk Ridge trailer and Mr. Baumunk stated he does not know and it comes out of the park budget.

Chair Strombeck stated there were some complaints that the tree could not be seen while driving by. Mr. Baumunk stated the Committee is discussing making it more visible.

CHAIR'S REPORT

No reports.

ADJOURNMENT

Motion by Chair Strombeck, seconded by Commissioner Stenzel, to adjourn the meeting at 6:30 p.m. Motion carried on a 6-ayes, 0-nays.

Respectfully Submitted,

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