

***PARK AND RECREATION COMMISSION MEETING – MARCH 4, 2021
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chair Lindahl on March 4, 2021, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Jim Lindahl, Commissioners Jake Widmyer, Tracy Strombeck, Sophia Newton, Shane Stenzel, and Scott Roth

Commissioners Absent: None

Also Present: Assistant Public Works Director, Todd Haas
Interim Parks Maintenance Supervisor, Terry Seeger

RESIDENT FORUM

No one appeared before the Commission.

APPROVAL OF MINUTES

February 18, 2021 Regular Meeting

Motion by Stenzel, seconded by Widmyer, to approve the February 18, 2021 Regular Meeting minutes as presented. Motion passed unanimously.

February 18, 2021 Workshop Meeting

Motion by Stenzel, seconded by Widmyer, to approve the February 18, 2021 Workshop Meeting minutes as presented. Motion passed unanimously.

APPROVAL OF THE AGENDA

Motion by Widmyer, seconded by Strombeck, to approve the agenda as presented. Motion passed unanimously.

REVIEW OF PICKLEBALL COURT COST ESTIMATE REPORT/WSB/21-15

The Park and Recreation Commission is asked to review the Andover Outdoor Pickleball Study prepared by WSB. Assistant Public Works Director Haas explained what pickleball

is and displayed pictures of the sport and the layout of the court. Mr. Haas stated three sites were identified as possible locations. He explained things that were considered included location, proximity to neighbors, access to parking and trails, space within the park, additional park amenities, restrooms, shade, and lighting.

Mr. Haas stated WSB prepared five pickleball options at three sites and each has their strength and weaknesses. Mr. Haas identified the locations: City Hall Complex (1), Prairie Knoll Park (2), and Pine Hills North (3).

Mr. Haas presented Location 1, Option A, located on the City Hall Campus with an 8-court facility and adjacent shelter. He indicated the cost range of Location 1, Option A is \$216,000 to \$453,000 depending on how many additional amenities the City would like to have included.

Mr. Haas presented Location 1, Option B, a 6-court facility with the shelter incorporated into the courts. The cost range of this option is \$162,000 to \$390,000 depending on what amenities the City would like to have included.

Mr. Haas presented Location 2, Prairie Knoll Park, with 6 courts located on the hockey rink. He stated the difficulty in this option is installing and removing fences for the pickleball season. Mr. Haas said shade and parking is limited at this location. The cost range for Location 2 is \$200,000 to \$335,376 depending on additional amenities the City would like to have included.

Mr. Haas presented Location 3, Option A, located at Pine Hills North with 8 courts. The cost range for this option is \$286,000 to \$503,000.

Mr. Haas presented Location 3, Option B with 6 courts. He explained there would need to be significant grading and drainage work. He stated the parking lot is gravel and may be paved in 2022 based on the current CIP. The cost of this option ranges from \$228,000 to \$413,000 depending on amenities the City would like to have included.

Mr. Haas explained staff is looking for which option the Commission prefers and which amenities they would like. Mr. Haas provided a list of cities around the metro area with pickleball facilities.

Commissioner Strombeck asked if the striping is painted or a sticker. Mr. Haas replied the lines are painted. Commissioner Strombeck asked how long a pickleball court pavement will last until it needs to be redone. Mr. Haas replied 25-35 years depending on normal maintenance of the surface and that surface water drains properly. The courts will need to be periodically painted.

Jim Peden, 15011 Swallow Street NW, came forward and thanked the Commission for considering pickleball courts. He stated the sport is growing. He commented that cities spend lots of money on youth sports facilities and pickleball is primarily played by adults and seniors. Mr. Peden explained the North Star Pickleball Association began just over a year ago and has over 300 members. Mr. Peden asked what kind of support the City needs

from the pickleball group. He stated he prefers the City Hall Campus location. Mr. Peden commended the Commission for conducting the study and gathering input in order to make a decision that is best for the community. Mr. Peden suggested the City build the primary structure and add amenities through donations.

Commissioner Strombeck asked how many Andover residents play pickleball. Mr. Peden stated prior to COVID, they would get 60-80 people per day playing at the Community Center. Mr. Peden replied he does not have the breakdown of Andover residents.

Toni Peden, 15011 Swallow Street NW, came forward and said they have no way of knowing how many players are Andover residents but she estimates hundreds. She stated more kids are playing pickleball too. Ms. Peden thanked the Commission for listening and looking at options for 6 and 8 court facilities.

Commissioner Miskowiec asked why courts couldn't be east-west facing. Mr. Peden replied the sun interferes with playing as it rises and sets. He stated most tennis courts are oriented the same way. Mr. Haas stated hockey rinks are built the same way.

Mr. Haas stated if the Commission prefers the City Hall Campus, there is a shelter from the YMCA site that can be relocated which will save on costs.

Mr. Peden stated other cities bring in portable restrooms. He said it is nice to have restrooms and drinking fountains, but it is not necessary. He explained the biggest thing is the configuration to allow for future amenities.

Mr. Haas said there is some lighting at the City Hall Campus site that could be looked at and players can use the Community Center restrooms.

Chair Lindahl asked if the City has talked to the Community Center about access to restrooms. Mr. Haas stated the restrooms in the Community Center are public.

Commissioner Stenzel asked what a pickleball court is made of. Mr. Haas replied it is blacktop/asphalt with paint. Commissioner Stenzel said one court is about 300 cubic feet of asphalt and at today's prices should be around \$1200. He said their calculation is \$90 a square foot. He said there is no price break for adding multiple courts. Commissioner Stenzel thinks the cost is too high. Mr. Peden explained the court is 20'x44' but there needs to be an additional 10 feet around it. Mr. Haas stated the project will be competitively bid.

Commissioner Stenzel asked if there was room to do this inhouse. Mr. Haas replied the City might be able to get the site prepped, but the project will be built by the contractor.

Mr. Peden stated the City of Cambridge built 8 new courts for around \$100,000.

Commissioner Roth asked if Mr. Haas has talked to the other cities and asked how they financed the facility. Mr. Haas stated he has information from Blaine but not other cities.

Mr. Haas stated the City recommends the concrete mow strip around the perimeter of the facility for maintenance reasons.

Mr. Haas showed a picture of a pickleball court and recommended the fence between the courts, so games do not interfere with each other when games are going on.

Commissioner Strombeck stated she would love to build the courts if they had the money. She stated she would like to push it into 2026 due to money and to give the new Council time to weigh in on the project. Commissioner Strombeck recommended the City Hall Campus location and take out the shelter.

Chair Lindahl asked if the Commission was in favor of the City Hall Campus and how many courts they preferred. Chair Lindahl stated he supports 6 courts and the City Hall Campus.

Commissioner Newton agreed on the City Hall Campus and 6 courts.

Commissioner Widmyer agreed on the City Hall Campus, no shelter or use the former YMCA shelter, and 6 courts.

Commissioner Roth agreed on the City Hall Campus, 6 courts, and no shelter.

Commissioner Stenzel agreed on the City Hall Campus, 6 to 8 courts.

Commissioner Strombeck agreed that 8 courts are acceptable but to hold off on all other amenities. She reiterated pushing it out to 2026.

Commissioner Miskowiec agreed that the City Hall Campus is the best location, but he does not like the numbers. He recommended calling Cambridge to see how they built their courts cheaply. Commissioner Miskowiec agreed to eliminate all extra amenities.

Chair Lindahl asked if the cost estimate was based on today's costs or 2024-25 projected pricing. Mr. Haas replied it is based on today's costs. He stated WSB has built courts around the Twin Cities and they have provided their best estimate. Mr. Haas stated the cost of steel and oil prices are on the rise.

Chair Lindahl stated if the project is put off too far, the cost will just continue to go up. Commissioner Miskowiec stated prices may go down, too.

Commissioner Stenzel asked if there was a benefit to setting a top amount the City is willing to spend.

Chair Lindahl asked what year the Commission would like the courts constructed.

Commissioner Newton stated she would like to see it built sooner than later.

Commissioner Widmyer asked what Council wanted from the Commission. Mr. Haas explained Council is looking for a recommendation on location, number of courts, amenities, and the year to be constructed.

Commissioner Widmyer stated there is money in the CIP for the City Hall Campus. He said he is okay leaving it in 2025 or pushing it back a year or two.

Commissioner Roth stated he needs to understand the budget better. He said he would like to know the amount budgeted for the project before he decides on the number of courts and amenities. He stated he would advise pushing the project back until they understand how much money the City can allocate.

Commissioner Stenzel stated he recommends sticking with the CIP the Commission recommended and the Council approved.

Commissioner Strombeck stated she supports 2026 because if extra money comes in, they can bump it up, but they can't always bump it back.

Commissioner Miskowiec agreed to push the project to 2026 because of the funding.

Chair Lindahl stated the project is in the CIP for 2025 with a budget of \$450,000 which fits most of the options presented by WSB. Chair Lindahl supported leaving the project in 2025 and pushing it back if the budget can't support it. He stated the sport is popular, fills a need, and people over 55 are the primary taxpayer in the City.

Commissioner Stenzel stated the CIP is reviewed every year and the project can be reevaluated annually.

Motion by Lindahl, seconded by Stenzel, to recommend the project staying in 2025, located at City Hall Campus, and the number of courts depending on what the City can get for the \$450,000 budget.

Commissioner Strombeck stated she noticed things take a while to come down the pipe and this project came from the previous Council. She wanted the current Council to have a say. Chair Lindahl replied the current Council is in support of it as several of the members from the previous Council are on the current Council.

Motion passed 6 ayes, 1 nay (Miskowiec)

Mr. Peden came forward and said that money is an issue and if the Pickleball Association came up with private money, the project could be started sooner. The Commission stated yes, it could be built sooner if there were contributing funds. Mr. Peden stated the Pickleball Association will investigate fund raising options. Mr. Peden explained there is a need for this facility and pickleball is becoming popular.

Chair Lindahl stated the project can be moved up but it is budget dependent.

Mr. Haas stated the item will go to the Council Workshop on March 23, 2021.

RESCHEDULE MARCH 18, 2021 MEETING

Assistant Public Works Director Haas stated the Commission is asked to consider rescheduling the March 18, 2021 meeting due to spring break. Mr. Haas stated the items on the agenda can wait until April 1st and the main topic will be field use scheduling.

Motion by Widmyer, seconded by Miskowiec, to cancel the March 18, 2021 meeting. Motion passed unanimously.

OUTSTANDING ITEMS

1. **Andover Community Center Advisory Committee Update:** Commissioner Strombeck stated she does not have an update from Mr. Sutherland. She stated this topic will be covered in the workshop.
2. **Completed Projects:** nothing new to report
3. **On-going Projects:** Mr. Haas reviewed the remaining on-going items. Mr. Haas stated there will be a bid opening for Prairie Knoll Park at the end of March. Mr. Haas stated Hawkridge and Woodland Meadows community build will be scheduled sometime in May and could occur on the same day. He stated Commission will hold a neighborhood information meeting for Wild Iris Park on April 1, 2021. Mr. Haas stated the signs for the Bike Youth Trail will be installed soon.
4. **On-Hold Projects** – nothing new to report.
5. **Other Items of Interest** – Mr. Haas provided an update on pedestrian trails.
6. **Parks Maintenance Update:** Mr. Seeger stated the Parks Maintenance Department is in a transition period from winter to summer projects.

CHAIR'S REPORT

Nothing to report

ADJOURNMENT

Motion by Stenzel, seconded by Newton, to adjourn the meeting at 7:58 p.m. Motion passed unanimously.

Respectfully Submitted,

Shari Kunza, Recording Secretary
TimeSaver Off Site Secretarial, Inc.

***PARK AND RECREATION COMMISSION WORKSHOP MEETING
MARCH 4, 2021
MINUTES***

The Workshop Meeting of the Andover Park and Recreation Commission was called to order by Chair Lindahl on March 4, 2021, 8:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Jim Lindahl, Commissioners Jake Widmyer, Tracy Strombeck, Sophia Newton, Shane Stenzel, and Scott Roth

Commissioners Absent: None

Also Present: Assistant Public Works Director, Todd Haas
Interim Parks Maintenance Supervisor, Terry Seeger

CONSTANCE FREE CHURCH VISION/BEST USE OF THE SITE/STATION 19

Sean McDowell, Constance Free Church, came forward and stated they are gathering information from the community on their opinion on how land they own in Andover can be best used.

Nicole Thompson, Station 19 Architects, came forward and identified the location of the Church's property and described the topography. She asked the Commission what they see as the needs of the community and how the land can be best used. Ms. Thompson stated they have talked to the Andover Review Committee and the YMCA and gathered their input.

Chair Lindahl stated that pickleball is a desire of Andover residents. He stated the City has park land that is vacant not sure how additional space would fit into the system when the City has trouble keeping up with the maintenance of existing parks. Chair Lindahl could see the land as being open space.

Commissioner Stenzel asked if the Church would maintain anything they developed on their land.

Mr. McDowell stated they haven't gotten that far in the thought process. He stated they want to stay with their strengths as a church. Mr. McDowell said that youth ministry is a big focus for Constance Free Church, and they are involved in schools and Youth First.

Commissioner Stenzel stated he likes the focus on youth and sees a need for youth programming outside of organized sports and outside of buildings. He thought movie nights would be a good addition.

Commissioner Strombeck said she is a life-long Andover resident and misses what Andover used to be like. She sees the space being used for movies and open space. She stated people want passive parks more than active parks and the land can be a slice of old Andover.

Commissioner Roth stated the community would love drive in movies, drive-in concerts, and food truck festivals.

Mr. McDowell said they received suggestions that the land can be used for an amphitheater and performing arts.

Commissioner Stenzel agreed that the community would love music in the park, theater, food trucks and festivals. He said all that is needed is need open space, parking, restrooms, and electricity.

Chair Lindahl suggested having a campground for youth to learn outdoor skills.

Commissioner Widmyer suggested a large picnic pavilion and splash pad.

Commissioner Newton agreed that concerts would be popular and also suggested a BMX bike park.

Mr. McDowell asked if there were any indoor facilities the Commission would like to see.

Commissioner Stenzel suggested an indoor playground.

Chair Lindahl suggested ninja movement gyms.

Mr. McDowell and Ms. Thompson thanked the Commission for their input.

***REVIEW OF FINAL DRAFT FOR FUTURE IMPROVEMENTS ZONES A-D/2020
EXISTING AND FUTURE PARK FACILITIES CHART***

Mr. Haas reported the Commission was close in hitting their goal of reducing park improvements. He stated the budget was reduced by \$4.2 million and the goal was \$4.4 million. He stated this will go to the City Council on March 23, 2021 for review.

Mr. Haas stated there may be items that are proposed by athletic associations that can be funded by donations. The Commission requested staff to make sure to identify the potential donations on the spreadsheet for all zones.

The Commission reached consensus to submit the spreadsheet facilities chart to the City Council.

DISCUSS ANDOVER COMMUNITY CENTER/GOALS AND ROLES OF THE PARK AND RECREATION COMMISSION

Commissioner Strombeck explained that 50% of Park Dedication fees of each year go to the Andover Community Center (ACC) until the \$1M is paid. She stated that the City Council should have financial oversight and she thinks the Council should have some oversight as well. She would like the Commission to receive financial reporting and updates and has asked for it but has been told Mr. Sutherland is busy. Commissioner Strombeck wants to bridge the island from the ACC. She feels Mr. Sutherland doesn't need to provide all the updates and can delegate to other staff. She feels that more information from a variety of ACC staff members is better than random paragraphs currently provided. Commissioner Strombeck stated there is a breakdown in communication and the current system is not working.

Chair Lindahl agreed there should be a partnership, but the Commission doesn't have its own staff to fulfill those duties.

Commissioner Stenzel stated everyone knows when Andover football or baseball schedules get approved because it comes before the Park and Recreation Commission. He said the community doesn't know what is going on in the ACC because it doesn't get approved by a resident board. Commissioner Stenzel said Mr. Haas and Mr. Seeger provide maintenance updates at every meeting and he would like to see the same thing from the ACC.

Commissioner Roth said that if he is asked what is going on at the ACC, he wouldn't know, because he is not getting the information.

Commissioner Stenzel expressed the Commission is tasked to oversee Parks and Recreation and feels the ACC should fall under its umbrella in some manner.

Mr. Haas recommended updating the role of the Park and Recreation Commission.

Commissioner Strombeck stated the Commission is not looking to micromanage but now that the ACC is growing, there should be more people at the table. She feels residents should be more informed than a small paragraph in the newsletter.

Commissioner Stenzel said the Commission is not trying to be a boss but trying to give guidance. He thinks the community would like that type of oversight.

Commissioner Lindahl stated the Commission wants input and the opportunity to exchange ideas and not authority over the ACC.

Commissioner Strombeck said she is looking for an exchange of information. Her intent is to help wherever she can, help the community grow, and make information more accessible. Commissioner Strombeck stated that quarterly reports and updates twice per month were offered but she is not interested in them. She would like the information to be

current and fresh. She is not looking for operational costs but for general numbers and a plan in place to have the ACC debt reduced.

Chair Lindahl asked the Commission what type of information they were interested in receiving.

Commissioner Roth stated reporting on what happened in the past is useless. He explained it's good to know and serves a purpose, but the leading metrics are the most important. He further explained that knowing if the ACC is on goal, behind, or ahead is helpful. He stated knowing the status of projected activity is helpful. Commissioner Roth would like regular updates from the ACC.

The Commission discussed many options of information they are looking for and reached consensus on the following:

- Quarterly financial report
 - Profit and loss statements
 - Comparison from last year
 - Year to date budget status
- Monthly updates from ACC staff
 - Activities and events that are coming up
 - Activities and events that just wrapped up
 - New events, items of note, and highlights
 - Usage numbers
 - Utilization rate of facilities

The Commission identified the following areas of responsibility for the Park and Recreation Commission and ACC:

- Provide guidance and input on activities and rentals
- Policy setting and policy oversight
- Reviewing information on what is programmed, how it is programmed, and the related budget items
- Reviewing rink and gym scheduling just as they review and approve field schedules

The Commission identified the following as areas of improvements in the relationship between the ACC, the Commission, and the public:

- Increase in communication from the ACC
- Transparency with the budget and City subsidy – what do residents get for their money?
- Change the perception that hockey runs the ACC
- More detailed information about the ACC provided to the public
- More space in the City Newsletter for the ACC

Mr. Haas stated the Council will review the Commission's notes and discuss roles and responsibilities at the March 23 City Council Workshop.

Chair Lindahl directed the discussion to the area of recreation programming.

Commissioner Stenzel asked if there is capacity to have the discussion about programming beyond the Community Center and in the neighborhood parks. He stated there are lots of opportunities and the parks are underutilized. Commissioner Stenzel asked if the Commission should get involved in programming. He identified day camps, community ed classes, summer camps, and structured programs as recreational opportunities.

Mr. Haas explained the City Council would need to discuss any recreation program expansion as it would involve the addition of staff.

Commissioner Stenzel stated there is programming in the ACC, but nothing is programmed outside of the building.

Mr. Haas explained the ACC programs within its building and anything in the parks is directed through the Public Works Department.

Chair Lindahl suggested the parks and recreation programming should be intertwined.

Commissioner Stenzel stated there is a disconnect in recreation programming in the City and questioned if the residents are receiving what they are paying for.

The Commission asked what ACC staff were doing in the summer if usage in the ACC drops during the warmer months. They asked if the ACC staff could offer summer programs when they are less busy inside.

ADJOURNMENT

Motion by Stenzel, seconded by Roth, to adjourn the meeting at 9:30 p.m.
Motion passed unanimously.

Respectfully Submitted,

Shari Kunza, Recording Secretary
TimeSaver Off Site Secretarial, Inc.