

***PARK AND RECREATION COMMISSION MEETING – May 5, 2022
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chairperson Lindahl on May 5, 2022 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chairperson Jim Lindahl, Commissioners Kristin Lackie, Sophia Newton, Shane Stenzel, Tracy Strombeck, Reuben Ustimchuck, and Jake Widmyer

Commissioners Absent: None

Also Present: Parks & Streets Operations Manager, Jason Baumunk
City Administrator Jim Dickinson
Public Works Director/City Engineer David Berkowitz

RESIDENT FORUM

No one appeared before the Commission.

APPROVAL OF MINUTES

April 21, 2022 Regular Meeting and Workshop Meeting

Commissioner Strombeck noted she was listed as being both present and absent, and requested the minutes be changed to show she was not present.

Motion by Widmyer, seconded by Newton, to approve the April 21, 2022 Regular Meeting minutes as amended. Motion passed 5 ayes, 2 present (Lindahl and Strombeck).

APPROVAL OF AGENDA

Chairperson Lindahl requested to add a discussion regarding the Nature Preserve Commission.

Motion by Strombeck, seconded by Lackie, to approve the agenda as amended. Motion passed unanimously.

COMMUNITY CENTER 1ST QUARTER REPORT

The Park and Recreation Commission is requested to hear a presentation on the Community Center. City Administrator Dickinson stated the Community Center is ahead on revenue and slightly ahead on expenditures. He indicated that revenue is ahead due to full capacity and successful sports seasons. Mr. Dickinson stated expenditures are ahead due to overtime costs. Mr. Dickinson explained the Community Center has a healthy fund balance and he is anticipating two major repairs. Mr. Dickinson provided usage statistics for the field house, courts, and memberships. Mr. Dickinson stated the City received two proposals for the concession stand and the City Council has directed to staff to negotiate concessions with Crooked Lake Concessions. Mr. Dickinson updated the Commission on Community Center staffing.

Commissioner Strombeck asked when the YMCA contract expired. Mr. Dickinson stated the lease is renewable up until 99 years and renews every 30 years. Commissioner Strombeck asked what the \$300,000 transfer out goes for. Mr. Dickinson stated that transfer out is for debt service. Commissioner Strombeck stated she would like to see hockey utilization rates.

Commissioner Widmyer asked how the City pursues advertising. Mr. Dickinson stated the Community Center solicits advertising inhouse. Commissioner Strombeck asked how the Community Center makes \$74,000 in advertising. Mr. Dickinson stated the ads on the ice are high value.

OUTSTANDING ITEMS

1. **Completed Projects:** Community Garden and ASN pitching mounds
2. **On-going Projects:** Equipment has been ordered for Rose, Prairie Knoll, and Strootman playgrounds.
3. **On-Hold Projects:** Youth/bike trail.
4. **Updates from Previous Meetings:**
 - a. Movie in the Park scheduled for August 26, 2022
 - b. Nature Preserve Commission/Passive Parks
5. **Other Items of Interest:**
 - a. Schedule June 16 meeting at Prairie Knoll Park. Joint meeting with the City Council on June 30.
 - b. All athletic fields are open
6. **Parks Maintenance Update:** presented in the staff report.

OTHER ITEMS

Nature Preserve Commission and Passive Parks

Chairperson Lindahl stated he reviewed the Nature Preserve Commission meeting minutes, and they are willing to look at the passive parks. He stated the passive parks are not accessible and is in favor of letting them look at the passive parks.

Commissioner Stenzel asked what budget the Nature Preserve Commission would use. Commissioner Stenzel stated that the passive parks were in the park study and asked why the City would deviate from the plan.

Chairperson Lindahl stated there is park property adjacent to Martins Meadows and the Nature Preserve Commission discussed a canoe landing at that location. Chairperson Lindahl believed that was a good idea. Commissioner Stenzel stated there is another boat landing around the corner and questioned why they would need a third.

Public Works Director/City Engineer Berkowitz stated there is a Natural Resource Preservation Fund that can be used for the passive parks along with grants. He stated if the Nature Preserve Commission became involved in the passive parks and found projects that needed to be done, they will pursue grants.

Chairperson Lindahl stated that if the City goes after too many grants, it may take away from Kelsey Round Lake Park. Mr. Berkowitz stated Natural Resource Technician Kytönen has done a good job acquiring grants. Chairperson Lindahl stated some of the parks aren't worth the money and he would like to see the funds go towards a park that is good for development. Commissioner Stenzel stated he agrees with Chairperson Lindahl and said if the Nature Preserve Commission has an idea for a trail, they can add it to the trail list.

Commissioner Lackie stated she appreciates the idea of getting kids involved and suggested the kids go to areas that are developed with parking and good access.

CHAIR'S REPORT

Chairperson stated the parks are busy and cautioned drivers to be careful.

ADJOURNMENT

Motion by Strombeck, seconded by Widmyer, to adjourn the meeting at 7:36 p.m. Motion passed unanimously.

Respectfully Submitted,

Shari Kunza, Recording Secretary
TimeSaver OffSite Secretarial, Inc.

***PARK AND RECREATION COMMISSION WORKSHOP MEETING –
MAY 5, 2022 MINUTES***

The Workshop Meeting of the Andover Park and Recreation Commission was called to order by Chairperson Lindahl on May 5, 2022 7:40 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chairperson Jim Lindahl, Commissioners Kristin Lackie, Sophia Newton, Shane Stenzel, Tracy Strombeck, Reuben Ustimchuck, and Jake Widmyer

Commissioners Absent: None

Also Present: Parks & Streets Operations Manager, Jason Baumunk

DISCUSS 2023-2027 PARK CAPITAL IMPROVEMENT PLAN

The Park and Recreation Commission is requested to continue discussion on the 2023-2027 Park Capital Improvement Plan (CIP). Mr. Baumunk stated the Finance Department recommends the Commission dedicates \$200,000 to pay for the Community Center debt instead of paying more. Mr. Baumunk stated staff has provided recommendations for the CIP.

The Commission reviewed the Parks CIP and recommended the following changes:

2023 - Contact the Andover Football Association and if they don't have concrete plans for a warming house expansion at Prairie Knoll, then the Commission will push the project out to 2024.

2024 - Fields of Winslow Cove Park will be moved to 2025

Other items recommended by staff:

- Pine Hills North restroom facility and storage
 - Boreal FC would contribute \$25,000
 - The president of Boreal FC will be at the next meeting to discuss the project
 - Look at having automatic locks on the restroom doors
- The Commission supported the additional items recommended by staff

Staff will update the Parks CIP with staff recommendations and present it to the Commission for their recommendation at the next meeting.

DISCUSS 2023-2027 TRAIL CAPITAL IMPROVEMENT PLAN

The Park and Recreation Commission is requested to continue discussion on the Trail Capital Improvement Plan (CIP). Mr. Baumunk requested the Commission to prioritize the trail segments.

The Commission discussed the Trails CIP and recommended the following changes:

Segment 1 – no change

Segment 2

- Did not believe there should be a trail on each side of Station Parkway
- Partridge to Thrush and Partridge to Jay
- Reached consensus to put a trail in west to Quinn
- Look into a crosswalk to get to the trail on the north side of Station Parkway

Segment 3

- Needs to be a boardwalk

Segment 4

- Bridge can be built around \$150,000 across the creek

The Commission discussed raising the trail dedication fee. Staff will update the Trails CIP and bring it to the Commission for their recommendation at the next meeting.

ADJOURNMENT

Lindahl declared the meeting adjourned at 9:03 p.m.

Respectfully Submitted,

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