

***PARK AND RECREATION COMMISSION MEETING – JULY 15, 2021
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chair Lindahl on July 15 2021, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Jim Lindahl, Commissioners Mark Miskowiec, Sophia Newton, Tracy Strombeck, and Shane Stenzel

Commissioners Absent: Commissioners Jake Widmyer and Scott Roth

Also Present: Assistant Public Works Director, Todd Haas
Parks & Streets Operations Manager, Jason Baumunk

RESIDENT FORUM

No one appeared before the Commission.

APPROVAL OF MINUTES

June 17, 2021 Regular Meeting

Motion by Strombeck, seconded by Miskowiec, to approve the June 17, 2021 Workshop Meeting minutes as presented. Motion passed unanimously.

APPROVAL OF THE AGENDA

Motion by Stenzel, seconded by Newton, to approve the agenda as presented. Motion passed unanimously.

CONSIDER 2021 TOURNAMENT APPLICATIONS

Assistant Public Works Director Haas stated no applications were received therefore no action is necessary.

CONSIDER 2021 FALL SOFTBALL/BASEBALL/FOOTBALL SCHEDULES

Assistant Public Works Director Haas stated the City received applications from Andover Baseball, Andover Football, Andover Athletic Association, and Jon Krause for adult slow-pitch softball. He stated a fee will be charged for Mr. Krause's use of the fields.

Jon Krause, 16462 Bittersweet Court NW, came forward and stated a group of parents got together to create a Sunday night co-ed fun slow pitch softball league. He stated they are keeping it 35 and older.

Motion by Newton, seconded by Miskowiec, to approve the 2021 Fall Softball/Baseball/Football schedules. Motion passed unanimously.

CONSIDER 2021 FALL SOCCER/LACROSSE/FOOTBALL SCHEDULES

Assistant Public Works Director Haas stated the City received applications from Andover Football, Coon Rapids United Soccer Club, and Boreal FC. Mr. Haas stated there were no conflicts and staff recommends approval.

Chris Randall, President of Boreal FC, came forward and thanked the City and Commission for letting them use the fields. He stated the organization is doing well and are competitive. He said many teams took first or second in their league. Mr. Randall said they would like to contribute to the paving of Pine Hills North parking lot.

Motion by Newton, seconded by Miskowiec, to approve the 2021 Fall Soccer/Lacrosse/Football schedules. Motion passed unanimously.

ANOKA COUNTY SHERIFF'S DEPARTMENT 2ND QUARTER REPORT

Assistant Public Works Director Haas reviewed the Sheriff's Department report. Parks & Streets Operations Manager Baumunk stated staff are working on placing cameras in parks and trails. Chair Lindahl commended residents for watching the parks and calling the Sheriff's Department.

PARK DEDICATION IMPROVEMENT FUND 2ND QUARTER REPORT

Assistant Public Works Director Haas reviewed the expenditures and revenues in the Park Dedication Improvement Fund.

RECONSIDER 2022-2026 PARK CAPITAL IMPROVEMENT PLAN

Assistant Public Works Director Haas reviewed the options for the 2022-2026 Capital Improvement Plan and stated Andover Football Association (AFA) has expressed interest in contributing to the expansion of the warming house at Prairie Knoll Park and Boreal Futbol Club has expressed interest in contributing to paving the parking lot at Pine Hills North. Mr.

Haas suggested discussing the warming house contribution from the football association and the paving contribution from the soccer club before deciding on which option to recommend to the City Council in regard to the 2022-2026 Park Capital Improvement Plan that are provided in the packet.

Chris Randall, Interim President of Boreal FC, came forward and stated they are able to contribute funds to pave Pine Hills North parking lot improvements, but they have not identified an exact number to contribute. He suggested \$5000 per year over five years but will need approval from the Boreal FC Board.

Commissioner Stenzel thanked Mr. Randall for coming forward and committing to providing funding for the parking lot. Commissioner Miskowiec stated the paving of Pine Hills North has been a priority for several years and it's time it gets completed. Chair Lindahl said the offer is very kind and will be helpful. Commissioner Strombeck thanked Mr. Randall for coming and she supports the paving of the parking lot at Pine Hills North.

Jason Strasser, Andover Football Association President, came forward and said partnering enables everyone to do more. The Andover Football Association would like to see a dedicated concession stand and a second level on the warming house to store their equipment. Mr. Strasser would like to see additional bathrooms and City water. He said the AFA Board has discussed contributing and believe they can dedicate between \$150,000 - \$200,000. Mr. Strasser noted there are volunteers within Andover Football Association that can assist with labor and materials. He said they would be looking at spring or summer of 2022.

Chair Lindahl stated Mr. Strasser's proposal looks good and it's in the CIP for 2023. Mr. Haas noted the warming house can be moved to 2022 if the Commission would like to that.

Commissioner Strombeck said she likes the idea however without having concrete numbers for improvements to the building, she cannot make a good decision. Mr. Strasser said the drawing is a concept plan to see if there is interest in partnering. Commissioner Strombeck stated she cannot move forward until she sees the numbers.

Commissioner Miskowiec stated he would like to hear more, and he is concerned the hockey association wanted no part of it. He said this is not the highest priority for the Park and Recreation Commission. Commissioner Newton agreed she would like to see numbers. She likes the idea of using volunteers.

Mr. Haas stated the City can work with the Football Association to come up with the cost and scope of the project and bring the discussion back to the next meeting.

Commissioner Strombeck asked if the funds would come out of Park Dedication Fund. Mr. Haas said most would come out of the Park Dedication fund and some may need to come out of the general fund.

Commissioner Stenzel asked if the Park and Recreation Commission wants to pay off the Community Center debt now and then take on new projects later or does the Commission want to operate as usual and take on new projects now.

Commissioner Miskowiec said he is intrigued by the contribution from the Football Association and would consider the proposal but wants to hear more.

Commissioner Stenzel asked if the CIP needed to be decided on tonight. Mr. Haas stated staff can bring back the CIP to the August meeting and have more information on the warming house expansion. Commissioner Stenzel asked Mr. Strasser if that was enough time for him to get numbers and support from the Football Association Board. Mr. Strasser indicated that was enough time.

Motion by Stenzel, seconded by Miskowiec, to table the 2022-2026 Park Capital Improvement Plan. Motion passed unanimously.

OUTSTANDING ITEMS

1. **Completed Projects:** Sunshine Park playground is installed. Prairie Knoll parking lot and Tom Anderson trail have been paved.
2. **On-going Projects:** Mr. Haas reviewed the remaining on-going items. HawkrIDGE Park shelter has been installed and the neighborhood would like a grand opening in August or September. Wild Iris Park equipment has been delivered and will be installed by the City. Mr. Baumunk said they were planning on being a Community Build, but the neighborhood didn't support it. The City would have saved \$9000 in labor and Mr. Baumunk suggested removing a few pieces of equipment to meet budget. The Commission supported removing some equipment and using it at a different park. Mr. Baumunk stated the Bike Youth Trail isn't getting much use and suggested improvements to it.
3. **On-Hold Projects** – nothing new to report.
4. **Other Items of Interest** – staff are looking at the need to replace parts of the boardwalk at Kelsey Round Lake Park. Chair Lindahl stated there is a bench at Kelsey Round Lake that faces the backyard of a resident. He asked that it be moved or rotated. Commissioner Strombeck said she received a suggestion of placing bar codes along Kelsey Round Lake Park to download information about birds sounds and plant identification. Chair Lindahl suggested asking the DNR for a grant to provide the signs. Mr. Haas stated Councilmember Holthus is looking at historical information for signage. Mr. Haas said the City sent out notices to 6 houses along a possible future trail along Coon Creek and the three that have responded were not in support of it.
5. **Parks Maintenance Update:** Mr. Baumunk reviewed the weekly park maintenance report as presented in the staff report.

CHAIR'S REPORT

Commissioner Strombeck said a resident asked if there could be an ACC sign by the hockey side of the building because it is confusing to people when they only see a YMCA sign.

Commissioner Stenzel said Andover Fun Fest was well attended and gave kudos to City staff in prepping and cleaning up the Park.

Chair Lindahl commented that he saw more people this year than in past years during his shift at the City table.

Commissioner Strombeck requested the Movie in the Park be added on the next agenda. Chair Lindahl stated they are talking about it in the workshop.

ADJOURNMENT

Motion by Strombeck, seconded by Miskowiec, to adjourn the meeting at 8:04 p.m. Motion passed unanimously.

Respectfully Submitted,

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

***PARK AND RECREATION COMMISSION WORKSHOP MEETING
July 15, 2021 MINUTES***

The Workshop Meeting of the Andover Park and Recreation Commission was called to order by Chair Lindahl on July 15, 2021, 7:30 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Jim Lindahl, Commissioners, Tracy Strombeck, Mark Miskowiec, Sophia Newton, and Shane Stenzel

Commissioners Absent: Jake Widmyer and Scott Roth

Also Present: Assistant Public Works Director, Todd Haas
Parks & Streets Operations Manager, Jason Baumunk

DISCUSS NEIGHBORHOOD PARK SURVEY NOTIFICATIONS/PLAYGROUND EQUIPMENT REPLACEMENTS

The Park and Recreation Commission has requested to review and discuss the current process for the neighborhood park survey notifications regarding playground equipment replacements.

Commissioner Stenzel expressed concerns about the current process of sending out mailings with instructions on how to complete the survey. The point was made that three recent

surveys, Hawk Ridge Park, Woodland Meadows Park, and Hidden Creek North Park, a total of 256 surveys were sent out, with only 12 returned.

Discussion about the possibility of moving towards a QR scan code, both in the mailings and posted at the park, that would take residents directly to the online survey. This would then not only account for the opinion of those that live close to the park, but also the users of the park who might not live within the survey mailing area. Staff will check on ability to put out surveys before final approval of playground replacement. Mr. Baumunk will follow up with the possibility of utilizing a QR code link.

DISCUSS PROGRAMMING-ACTIVITY OPPERTUNITIES.

Based on the joint meeting with the City Council, the Park and Recreation Commission was to identify potential programming-activity oppertunities. It was discussed to do a movie in the park event in August of 2021. Mr. Baumunk indicated a number of open dates for use of the QCTV movie in the park trailer. The Commission decided on Friday, August 27 at 8:15 with Saturday August 28th as a rain out make up night. How to pick the movie was discussed. One option being to put a poll on the City’s social media. Due to the short timeframe to apply for rights to show the movie, it was decided to pick a few titles give options to the Commission to choose.

Along with the movie in the park, it was discussed if they could do more with that such as music beforehand or food trucks at the event. Staff will follow up with any requirements of having food trucks and report back to the Commission. The Commission is interested in the possibility of the Lions Club or other entity serving alcohol at events such as this. This would require City Council approval as alcohol is not allowed in the City Parks.

Other ideas for possible programming in the parks were discussed. Doing a music in the park event was discussed as an option the Commission would be interested in pursuing. Mr. Baumunk stated staffing and funding will need to be determined with administration before moving forward with programming activities.

The Commission requested staff to put a list together of what programming/activities are already in-place through the YMCA, Community Center and Community Education.

ADJOURNMENT

Motion by Strombeck, seconded by Miskowiec, to adjourn the meeting at 8:50 p.m. Motion passed unanimously.

Respectfully Submitted,

Jason Baumunk
Parks and Streets Operation Manager.