

***PARK AND RECREATION COMMISSION MEETING – AUGUST 17, 2023
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Vice Chairperson Strombeck on August 17, 2023, 6:00 p.m., at the Andover City Hall, 1885 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Vice Chairperson Tracy Strombeck, Commissioners Kristin Lackie, Jim Lindahl, Sophia Newton, Liza Shafto, Shane Stenzel

Commissioners Absent: Chair Jake Widmyer

Also Present: Parks & Streets Operations Manager Jason Baumunk
City Administrator Jim Dickinson
Others

RESIDENT FORUM

No one appeared to address the Commission

APPROVAL OF MINUTES

June 1, 2023 Regular Meeting

Commissioner Shafto made a correction that she was present at the June 1 meeting.

Vice Chairperson Strombeck made a correction to make a note that the meeting was called to order by Chair Widmyer, not Chair Lindahl.

Vice Chairperson Strombeck made a correction on page 3, paragraph 2, the Commissioner name should be specified.

Motion by Stenzel, seconded by Newton, to approve the June 1, 2023 Park Commission Regular minutes as amended. Motion carried unanimously.

APPROVAL OF AGENDA

Vice Chairperson Tracy Strombeck stated there were no changes or additions to the agenda.

ANDOVER COMMUNITY CENTER UPDATE – ADMINISTRATION

City Administrator Jim Dickinson updated the Commission on the comparable from 2022-2023 for ice rentals, misc. revenue budget, capital outlay, overall facilities, etc. He also updated that schedules for the fall and winter are done and have been distributed.

Vice Chair Strombeck asked if user prices at the ACC will be raised due to inflation. City Administrator Dickinson updated that rates have been raised slightly.

ACSO UPDATE 2ND QUARTER

Mr. Baumunk explained that there was a tournament hosted in Pine Hills North Park by someone loosely associated with one of the associations. There has been a bill issued to the host of the tournament and reminded that to use the field for an event such as this, the application should be filled out.

PARK DEDICATION IMPROVEMENT FUND 2ND QUARTER REPORT - FINANCE

Mr. Baumunk explained that there have not been many updates since the last meeting.

Commissioner Stenzel asked if Hidden Creek North Shelter will be ready to go soon. Mr. Baumunk updated that prep work has been done on the site and they should be in there by early September. Commissioner Stenzel also asked why the Pine Hills North building shelter is coming up as something higher than \$50,000. Mr. Baumunk updated that the \$50,000 was added for design and engineering, but all the fees are included and do not need to be added separately.

UPDATE OF NEWSLETTER PARK SURVEY

Mr. Baumunk updated the Commission on the results of the newsletter QR code. He stated that there are only 7/8 this time. Mr. Baumunk outlined a comment concerning the sandburs at Sophie's Park and updated that the City Council will discuss the CIP at their workshop. There was another comment concerning the size of the equipment that was put in at Bunker Hills Park.

Vice Chairperson Strombeck asked if making a soft landing is expensive or easy. Mr. Baumunk stated that he would have to get the DNR involved to determine what all that entails.

OUTSTANDING ITEMS

1. **On-going Projects:** Mr. Baumunk reviewed the remaining on-going items. He updated that the playgrounds at Lunds, Hidden Creek, and Hills of Bunker Lake West have been completed. He also updated that the staff has done a large pad around the grill at Hawkridge Park. The Sunshine parking lot is finished and opened

- back up. The feasibility study being done out at Prairie Knoll Park is waiting to see what soil is underneath the building to determine next steps, the Architect has the results and Mr. Baumunk should hear from him soon. The North Woods West tennis courts need to get resurfaced soon, Mr. Baumunk is wondering if they want to convert one side to pickleball courts. Commission unanimously stated they wanted a pickleball court lines to be painted. Mr. Baumunk updated that a date for the Movie in the Park is needed to be picked, open weekends are September 9, 16, 23rd. The Commission decided to have it on September 16th. Hidden Creek North and Shadow Brook baseball fields are being worked on right now.
2. **Other Items of Interest – Update of Pedestrian Trails:** Mr. Baumunk Kelsey Round Lake Boardwalk is still on schedule and should happen over the winter. He updated that there has been some renewed interest on the crosstown trail going from the railroad tracks to Prairie Rd. He also updated that there has been good contact with the Mullencamp family concerning the trail along Coon Creek.
 3. **Parks Maintenance Update:** Mr. Baumunk reviewed the maintenance report for the season. All of the seasonal employees are finishing up now.

OTHER ITEMS OR UPDATES

Nothing to report.

CHAIR'S REPORT

Nothing to report.

ADJOURNMENT

Motion by Lindahl, seconded by Newton, to adjourn the workshop meeting at 6:27 p.m. Motion carried unanimously.

Respectfully Submitted,

Lilian Rokosz, Recording Secretary
TimeSaver Off Site Secretarial, Inc.

***PARK AND RECREATION COMMISSION WORKSHOP MEETING
AUGUST 17, 2023
MINUTES***

The Workshop Meeting of the Andover Park and Recreation Commission was called to order by Vice Chairperson Strombeck on August 17, 2023, 6:27 p.m. at the Andover City Hall, 1885 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Vice Chairperson Tracy Strombeck, Commissioners Kristin Lackie, Jim Lindahl, Sophia Newton, Liza Shafto, Shane Stenzel

Commissioners Absent: Chair Jake Widmyer

Also Present: Parks & Streets Operations Manager Jason Baumunk
City Administrator Jim Dickinson
Others

DISCUSS 2024 PLAYGROUND REPLACEMENT

Parks & Streets Operations Manager Baumunk explained that this item is in regard to the 2024 Park Playground Replacement plan. One of the things that have been asked is what it would cost to have exact replacements. Mr. Baumunk stated that it would cost around \$130,000-140,000. He took a look at the next playground that will be replaced in the coming year and noted the similarities to all of them. He is wondering if there should be some kind of standard put in place to decide what goes into these playgrounds. Mr. Baumunk updated that he asked the mayor for a \$200,000 per year budget. Financially, it is not likely that they will get to 3 playgrounds per year. Mr. Baumunk updated that the reason behind needing to replace these playgrounds is that the plastic is getting thin and worn down, hardware on swings is old, among other things.

Commissioner Stenzel asked if it is possible to do an assessment on the playgrounds to replace components rather than the whole playground being replaced. Making the price a lot cheaper and doable. The Commission has decided they want the replacements to be a la carte and not complete replacements for ease and cost reasons.

Commissioner Newton asked what other cities are doing. Mr. Baumunk updated that Champlain has a quarter of the playgrounds compared to Andover, so they are able to make replacements more readily and easily as they come up.

Mr. Baumunk stated there is an available grant from Gametime. It is a 100% match grant of anything over \$75,000. There are some sale item playgrounds that could be brought down to the \$75,000 mark. He will ask The City Council at their meeting on Tuesday to get approval to apply.

DISCUSS PINE HILLS NORTH MULTIPURPOSE BUILDING

Mr. Baumunk explained that this item is in regard to the initial footprint of the building. Mr. Baumunk explained the logistics of the building, including the covered shelter on the right side, the service area for events in the center, and storage for soccer in the back. Mr. Baumunk updated that the building will be cedar-sided and he is recommending a steel roof. Mr. Baumunk stated that the cost for something like the sketch show, building-wise, is \$134,000, and \$54,000 for the metal roof.

Commissioner Shafto asked if the storage could be made a little smaller and the concession area a little bigger. Mr. Baumunk updated that the storage has to be a certain size to fit the soccer association's trailer.

Commissioner Stenzel asked about having the capability to have food trucks due to the high demand.

The Commission discussed placements, prices, and logistics of porta potties. Mr. Baumunk updated that the associations pay for the porta potties, except for the one at Sunshine Park, the City pays for that one.

Vice Chairperson Strombeck asked if the City Council can be invited to see the topography and all the other stuff at the building site so they can visually see for themselves and answer some of the questions they may have.

ADJOURNMENT OF WORKSHOP MEETING

Motion by Stenzel, seconded by Lindahl, to adjourn the workshop meeting at 7:11 p.m. Motion carried on a 6-ayes, 0-nays, 0-absent vote.

Respectfully Submitted,

Lilian Rokosz, Recording Secretary
TimeSaver Off Site Secretarial, Inc.