

***PARK AND RECREATION COMMISSION MEETING DECEMBER 19, 2013
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chair Butler on December 19, 2013 at 7:00 p.m., at Andover City Hall, 1685 Crosstown Boulevard NW, Andover, MN.

Commissioners Present: Chair Ted Butler, Commissioners Alisa Lewnau, Andrew Melberg, Shane Stenzel, and Shaun Van Vark

Commissioners Absent: Commissioners Lindahl and Miskowiec

Also Present: Assistant Public Works Director, Todd Haas
Others

RESIDENT FORUM

No one appeared to address the Commission

APPROVAL OF AGENDA

The agenda was approved as presented.

APPROVAL OF MINUTES

There were no changes to the minutes.

Motion by Commissioner Lewnau, seconded by Commissioner Melberg, to approve the minutes of the November 21, 2013 Park and Recreation Commission meeting as presented. Motion carried on a 4-ayes, 0-nays, 2-absent (Lindahl, Miskowiec), 1-present (Van Vark) vote.

CONSIDER APPLICATION FOR SCHEDULED USES OF RECREATIONAL FACILITIES/ CONSTANCE FREE CHURCH

Assistant Public Works Director Haas reviewed the Park and Recreation Commission is requested to consider approving the Application for Scheduled Use of Recreational Facilities for use of the Prairie Knoll Park hockey rink as requested by Constance Free Church. The day that has been requested is Wednesday, February 19, 2014 from 6:30 – 9:00 p.m. Mr. Haas noted since the rink is open on Wednesday's until 8:30 p.m., the

church will need to check out the necessary keys to close the warming house and to turn off the rink lights since they would like to use the rink until 9:00 p.m. A key deposit will be required for the warming house portion of the building and for the rink lights. Since this is a one-day request, the Commission may want to consider waiving the requirements that are to be submitted as part of the Guidelines to use the facility. The free skating is open to the public and the hockey rink is available from 4:00 – 6:30 p.m. A copy of the proposed revised 2013 – 2014 hockey rink schedule was provided for Commission review.

Motion by Commissioner Stenzel, seconded by Commissioner Lewnau, to approve the Application for Scheduled Use of Recreational Facilities for use of the Prairie Knoll Park hockey rink as requested by Constance Free Church. Motion carried on a 5-ayes, 0-nays, 2-absent (Lindahl and Miskowiec) vote.

CONSIDER PARK DEDICATION REQUIREMENTS/BENT CREEK SHORES

Mr. Haas reviewed the Commission is requested to review and determine park dedication requirements for the proposed preliminary plat of Bent Creek Shores. A copy of the preliminary plat was provided for Commission review. The proposed preliminary plat is located just to the south of Bunker Lake Boulevard on the east side of Crooked Lake Boulevard. The developer is not proposing a park. Staff is recommending the park dedication be cash in lieu of land.

Motion by Commissioner Stenzel, seconded by Commissioner Lewnau, to approve the proposed preliminary plat of Bent Creek Shores and accept park dedication in cash in lieu of land. Motion carried on a 5-ayes, 0-nays, 2-absent (Lindahl and Miskowiec) vote.

CONSIDER REQUEST FOR IRRIGATION/SOPHIE'S PARK

Mr. Haas reviewed the Park and Recreation Commission is requested to consider a request from the Sophie's South residents to irrigate Sophie's Park. A letter was received from Sophie's South residents to consider irrigation at Sophie's Park. The Commission at the last meeting has recommended Oak Bluff Park be irrigated for the upcoming year 2014. The cost for irrigating Sophie's Park is approximately \$5000 - \$7500. The municipal water service is already stubbed to the park for connection. The estimated costs are for mainly material and equipment rental, as the labor would be completed by Public Works maintenance staff.

Mr. Russ Schmeichel and Mrs. Carol Schmeichel, 1146 – 152nd Lane NW were present at the meeting. Mrs. Schmeichel addressed the Commission and stated she had seen on a previous meeting webcast the Commission was considering parks for irrigation. She was not aware a park had been selected. They composed the letter submitted to the Commission and request Sophie's Park be considered for irrigation in the future. All the surrounding yards are beautiful and the grass in the park is in need of irrigation. She stated the park is used a lot by the neighborhood.

Chair Butler thanked the Schmeichels for their request. Chair Butler explained how the Commission decides about which parks to irrigate. He stated Sophie's Park would fit in with the criteria.

This request will be considered in the spring when looking at upcoming capital improvements.

Commissioner Van Vark stated it has been discussed previously that it is bad when the worst grass in the neighborhood is City owned.

APPOINT CHAIRPERSON FOR THE FOX MEADOWS PARK REDEVELOPMENT COMMITTEE

Mr. Haas reviewed the Park and Recreation Commission is requested to appoint the Chairperson for the Fox Meadows Park Redevelopment Committee that will be meeting on January 16, 2014 at 6:00 p.m. prior to the regular Park Commission meeting that is scheduled at 7:00 p.m. The Committee will discuss the improvements that should be made to the Park. The Committee can consist of no more than three Commissioners. Commissioners Stenzel, Miskowiec and Lewnau have indicated that they would like to serve on the Committee. Four area residents have indicated interest in serving on the Committee and each will be invited to the first meeting on January 16, 2014.

Chair Butler nominated Commissioner Stenzel as the Chairperson for the Fox Meadows Park Redevelopment Committee.

Motion by Chair Butler, seconded by Commissioner Lewnau, to appoint Commissioner Stenzel as the Chair of the Fox Meadows Park Redevelopment Committee. Motion carried on a 5-ayes, 0-nays, 2-absent (Lindahl and Miskowiec) vote.

Mr. Haas noted the first meeting will be at 6 p.m. on January 16, 2014.

REVIEW OUTSTANDING ITEMS

Mr. Haas reviewed the outstanding items providing updates on Completed Projects, On-Going Projects, Task Force Updates and Other Items of Interest.

CHAIR'S REPORT

Commissioner Stenzel requested a discussion be held regarding the opening of the hockey/skating rinks each season as soon as there is ice. This year there were people using the rink before the "official" opening.

Commissioner Melberg wished all residents a Happy Holiday.

Chair Butler wished everyone a safe and happy holiday.

ADJOURNMENT OF REGULAR MEETING

Motion by Commissioner Lewnau, seconded by Commissioner Melberg, to adjourn the regular meeting at 7:22 p.m. Motion carried on a 5-ayes, 0-nays, 2-absent (Lindahl and Miskowiec) vote.

The Workshop Meeting of the Andover Park and Recreation Commission was called to order by Chair Butler on December 19, 2013 at 7:24 p.m.

Commissioners Present: Chair Ted Butler, Commissioners Alisa Lewnau, Andrew Melberg, Shane Stenzel and Shaun Van Vark

Commissioners Absent: Commissioners Lindahl and Miskowiec

Also Present: Assistant Public Works Director, Todd Haas

DISCUSS CROOKED LAKE SCHOOL HOCKEY RINK

Mr. Haas reviewed the Park and Recreation Commission is requested to continue discussion on the possibility of removing the Crooked Lake School Hockey Rink due to the challenges that have been raised by the Parks Maintenance Department and finding a new location for a new hockey rink. The Park Commission tabled this item at the last meeting of November 21, 2013, and requested staff to provide cost estimates on the other possible rink relocations.

City Hall Outdoor Hockey Rink Facility – The City has purchased the property on the west of the existing hockey rink. Relocating the rink from Crooked Lake School to City Hall Outdoor Hockey Facility would have some benefits including a campus of hockey rinks since the existing two hockey rinks are heavily used and having a third hockey rink will provide more opportunity for individuals that want to play. If a third rink was to be built, it would be recommended by staff to be flexible on scheduling the rink so the public has more access for open hockey. An additional hockey rink at this location would give the City the opportunity to construct a larger free skating rink since the existing free skating rink is relatively small. The estimated improvement costs are as follows:

- New Hockey rink with lights - \$45,000
- Add additional parking - \$20,000
- Misc. items (fuel for grading and clearing of area for new hockey rink and free skate rink) - \$2,500
- Gravel/ag-lime for hockey/free skate rink base - \$2,500
- Topsoil, seeding and erosion control - \$2,500

Mr. Haas presented an email regarding Crooked Lake School Rink that staff recently received from Tom Redmann, Supervisor of Sites and Grounds of Anoka Hennepin School District, for the Commission's review.

Fox Meadows Park – The park has been discussed in the past and has the room to construct a hockey and free skating rink. A well could be drilled at this park since one is needed for potential redevelopment of the park for some sort of fields, such as soccer, football and/or lacrosse. The estimated improvement costs are as follows:

- New hockey rink with lights - \$45,000
- Misc. items (fuel for grading and clearing of area for new hockey rink and free skate rink) - \$2,500
- Construction of well with controls - \$160,000
- Gravel/ag-lime for hockey/free skate rink base - \$2,500
- Topsoil, seeding and erosion control - \$2,500
- Rental of warming house - \$2,500 per season

Total estimated cost is \$212,500 (does not include rental of warming house).

Pine Hills Park (south side of 161st Avenue NW) – This park has some space on the west half of the park west of the existing ball field to construct a hockey rink and a free skating rink. Some of the issues with moving the rink to this park is the site will need to be regraded and storm sewer system (pond and storm sewer pipes) will need to be relocated to allow the storm sewer system and drainage areas to function properly. One of the benefits of this location is that it is centrally located in the City and would provide another winter activity since the Sports Complex across the street will be providing other outdoor winter activities such as sledding and snowshoeing. The estimated improvement costs are as follows:

- New hockey rink with lights - \$45,000
- Pond excavation and filling - \$25,000
- Relocation of existing storm sewer and installation of new storm sewer - \$25,000
- Gravel/ag-lime for hockey/free skate rink base - \$2,500
- Topsoil, seeding and erosion control - \$2,500
- Rental of warming house - \$2,500 per season

Total estimated costs is \$100,000 (does not include rental of warming house)

Hidden Creek North Park – The Commission was interested in determining if Hidden Creek North Park would be a potential site for a hockey rink facility with a free skating rink. A couple concerns that were mentioned are the rink lights and noise that could be an issue with the neighborhood. If the site is still a potential location after this discussion, staff would recommend a survey be sent to the neighborhood and hold an informational meeting in the near future. The estimated improvement costs are as follows:

- New hockey rink with lights - \$45,000
- Misc. items (fuel for grading and clearing of area for new hockey rink and free skate rink) - \$2,500
- Relocation of playground equipment - \$10,000
- Gravel/ag-lime for hockey/free skate rink base - \$2,500
- Topsoil, seeding and erosion control - \$2,500
- Rental of warming house - \$2,500 per season

Total estimated costs is \$62,500 (does not include rental of warming house)

The Park and Recreation Commission is requested to recommend the removal of the hockey and free skating rink to the City Council as recommended by staff.

The consensus of the Commission is to recommend the City Hall Outdoor Hockey Rink Facility or Hidden Creek North Park for further consideration as replacement locations for Crooked Lake School Hockey Rink.

DISCUSS SURVEY RESULTS FOR PARK IMPROVEMENTS/LANGSETH PARK

Mr. Haas reviewed the Park and Recreation Commission is requested to discuss the survey results for park improvements regarding Langseth Park. A total of seven surveys were received. Mr. Haas provided the results of the seven surveys received.

DISCUSS PARK RENUMBERING SYSTEM

Mr. Haas reviewed the Park and Recreation Commission is requested to discuss the park renumbering system on the City of Andover Parks and Trails Map. The City Council raised the question recently at a meeting, if the Parks and Trail Map should be updated to reflect the parks in alphabetical order. By having them listed in alphabetical order would allow the residents to find the park on the list a little bit easier. If the Commission is in agreement with modifying the list, staff will move forward and update the map.

Commissioner Stenzel suggested the City be divided into quadrants and the numbering be done by quadrant leaving some numbers open in each quadrant for future expansion. The listing on the map should be alphabetical for easier location of parks within the City.

Mr. Haas stated he will come back to the Commission with a plan.

Mr. Haas noted the January 2, 2014 Commission meeting will be cancelled with the next meeting being held January 16, 2014.

ADJOURNMENT OF WORKSHOP SESSION

Motion by Commissioner Lewnau, seconded by Commissioner Melberg, to adjourn the workshop meeting at 7:55 p.m. Motion carried on a 5-ayes, 0-nays, 2-absent (Lindahl and Miskowiec) vote.

Respectfully Submitted,

Debbie Wolfe, Recording Secretary

TimeSaver Off Site Secretarial, Inc.