

***PARK AND RECREATION COMMISSION MEETING – MAY 17, 2018
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Vice Chair Lindahl on May 17, 2018 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Vice Chair Jim Lindahl Commissioners Angela Marinello, Mark Miskowiec, and Jake Widmyer.

Commissioners Absent: Chair Shane Stenzel, Commissioners Ted Butler and Dawn Perra

Also Present: Assistant Public Works Director, Todd Haas

RESIDENT FORUM

No one appeared to address the Commission.

APPROVAL OF MINUTES

Motion by Marinello, seconded by Widmyer, to approve the May 3, 2018 Park Commission minutes as presented. Motion carried on a 4-ayes, 0-nays, 3-absent, 0-present vote.

AGENDA APPROVAL

Motion by Miskowiec, seconded by Marinello, to approve the agenda as revised which now includes the Andover Baseball Association Tournament Application. Motion carried on a 4-ayes, 0-nays, 3-absent vote.

CONSIDER APPLICATION FOR USE OF RECREATIONAL FACILITIES/ANOKA HENNEPIN COMMUNITY EDUCATION

Mr. Haas reviewed the Commission is requested to consider the Application for Scheduled Use of Recreational Facilities for use of the City Hall Outdoor Hockey Rink as requested by Anoka Hennepin Schools Community Education for dog training.

Ms. Lupita Forsyth, Adult Programmer for Anoka Hennepin Community Education, was present at the meeting. The request is for a six-week long dog training course on Tuesdays (Sept 4, 11, 18, 25, October 2, 9) from 5:45 – 6:45 p.m. They anticipate 12 dogs and owners and one certified instructor.

Commissioner Marinello asked if the fees would be waived and stated she thought this was a good use of the space.

Motion by Miskowiec, seconded by Widmyer, to approve the Application for Scheduled Use of Recreational Facilities for use of the hockey rink at City Hall Outdoor Hockey Rink Facility as requested by Anoka Hennepin Schools Community Education. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

CONSIDER REQUEST FOR ADDITIONAL SECURITY LIGHTING/TERRACE PARK

Mr. Haas reviewed the Commission is requested to consider a request for an additional security light at Terrace Park. The request is from Craig Bakken, a resident that lives in the neighborhood who is also coordinating the volunteers for community playground equipment install on May 19th. An additional security light near the basketball and parking lot area is requested and the cost estimate is between \$2500 - \$5000 depending on where the electric service would need to come from. Mr. Haas indicated the proposed general location of the light.

Vice Chair Lindahl asked if there have been any incidents at the park and Mr. Haas cited two incidents recently regarding the portable bathrooms.

Mr. Craig Bakken, 13447 Narcissus, stated he decided that he would help with the Park. He canvassed the three local churches in the area and was able to get 20 volunteers. The current light only lights a bit of the park and does not light the basketball court or the parking lot. He asked if the new light could be put on the existing pole. Neighbors had commented to Mr. Bakken that more light is needed in the park.

Mr. Matt Erickson, 13516 Poppy Street, stated it has always been very dark in the parking lot. Lighting is also needed on the basketball court.

Commissioner Miskowiec asked if a directional light on the current pole would be sufficient.

Mr. Bakken stated a lot of money has been invested in the park and it is used heavily and having lights there would be beneficial.

Vice Chair Lindahl asked if Mr. Haas knew where the power would come from and Mr. Haas stated he does not. Vice Chair Lindahl stated generally for small neighborhood parks parking lot lights are not a priority. There have not been many incidents in the park. Mr. Erickson stated the police are called frequently but many times do not show up.

Commissioner Marinello noted in some instances more lighting actually attracts some people and more incidents may occur.

Commissioner Miskowiec requested staff find out where the power comes from and to get an estimate from Connexus Energy. Mr. Haas stated he will research and bring back for Commission review.

Vice Chair Lindahl asked if the existing light could be re-positioned between the basketball court and the parking lot. Mr. Haas stated it would cost about the same to move the existing light or install a new one. There are similar parks in the City with no lighting at all. The Sheriff reports could be reviewed.

Commissioner Miskowiec noted there is a list of upcoming projects and funding right now is not available. This park has one light when many similar parks do not have any. He suggested residents call 911 every time something is noticed going on in the park.

Mr. Bakken invited the Commissioners to help with the playground construction on May 19th from 8 a.m. – 12 noon.

The general consensus of the Commissioners was not to add another light at this time. No motion was made.

CONSIDER 2018 TOURNAMENT APPLICATION/ANDOVER BASEBALL ASSOCIATION

Mr. Haas reviewed the Commission is requested to consider approval of a 2018 Tournament Application as requested by the Andover Baseball Association. The date for the tournament is Wednesday, June 13, 2018 from 8:00 a.m. to 11:00 p.m. at Andover Station North Ball Field Facility (west, middle and east fields). There are no other conflicts with the request. Staff recommends approval.

Motion by Widmyer, seconded by Marinello, to approve 2018 Tournament Application as requested by the Andover Baseball Association. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

CONSIDER REQUEST FROM ANDOVER BASEBALL ASSOCIATION FOR IMPROVEMENTS/ROSE PARK

Mr. Haas reviewed the Commission is requested to consider a funding request from the Andover Baseball Association for improvements at Rose Park. This item was tabled from the last meeting on May 3 to allow Commissioners time to visit the park and allow time for staff to contact a fence contractor to submit a quote for improvements to the park (privacy screening material around the 4 existing dugouts only and for dugout covers for the 4 existing dugouts).

A quote from Freedom Fence, Inc., for the privacy screening material for the dugouts only and for dugout covers/roofs for the 4 existing dugouts. Mr. Haas noted if the

Commission is willing to fund these improvements, a second quote would be obtained since the estimate is over \$10,000.

This proposed request is not for standard improvements that the City has made on new or existing ball fields. These items are above and beyond our typical improvements to the fields.

As of May 4, there is \$24,917 available from the Tower Rental from Verizon and if the Commission wants to move forward with the improvements and utilize the Verizon Rental fees, the request will need to be approved by the City Council since these improvements are not standard and have not been identified in the Capital Improvement Plan.

Motion by Miskowiec, seconded by Widmyer, to direct staff to obtain another quote for the project and table consideration. Motion carried on a 4-ayes, 0-nays, 3-absent vote.

RECOMMEND 2019 – 2023 TRAIL CAPITAL IMPROVEMENT PLAN

Mr. Haas stated the Commission is requested to recommend the 2019 – 2023 Trail Capital Improvement Plan (CIP). The three trail projects identified by the Commission are:

- ASN Trail between Kensington Estates 7th Addition and Andover Station North Ball Field Facility.
- Crosstown Blvd NW from Xeon Street NW to Prairie Road NW including the section from 157th Avenue to 159th Avenue NW (Millers Woods development).
- Station Parkway NW (south side of street) from Crosstown Blvd NW to just west of Partridge Circle NW and from the east leg of Partridge Street NW to Hanson Blvd NW.

Mr. Haas indicated the trail locations on a map.

The funding for trail projects has not been identified for 2019 – 2023. The City Council will need to determine how they will fund the trail improvements.

Motion by Marinello, seconded by Miskowiec, to recommend the City Council approve the 2019 – 2023 Trail Capital Improvement Plan and identify how the trail improvements will be funded. Motion carried on a 4-ayes, 0-nays, 3-absent vote.

RECOMMEND 2019 – 2023 PARK CAPITAL IMPROVEMENT PLAN

Mr. Haas provided the final draft of the 2019 – 2023 Parks CIP for Commission review and recommendation to the City Council for approval. Mr. Haas noted the projects can change from year to year if desired.

The current projects listed for 2019 – 2023 are as follows:

2019

- Small irrigation project (Hills of Bunker Lake West Park) - \$20,000
- Annual Misc. Projects - \$15,000

2020

- Pine Hills North/Parking lot with curb - \$120,000
- Annual Misc. Projects - \$15,000

2021

- Annual Misc. Projects - \$15,000

2022

- Annual Misc. Projects - \$15,000

2023

- Annual Misc. Projects - \$15,000

Mr. Haas noted in the future staff will be more aggressive in making recommendations for projects to add to the CIP as the park dedication fund spreadsheet is identifying larger fund balance available in a couple years to do some projects.

Vice Chair Lindahl suggested that since the construction equipment will be in Pine Hills North installing the parking lot, the Commission should look at doing Pine Hills South Park parking lot also. Mr. Haas stated it could be added as an alternate bid to the project.

Commissioner Widmyer asked if when development is all done within the City where would funds be coming from for park projects.

Motion by Widmyer, seconded by Miskowiec, to recommend the City Council approve the final draft of the 2019 – 2023 Parks CIP. Motion carried on a 4-ayes, 0-nays, 3-absent vote.

OUTSTANDING ITEMS/MAINTENANCE UPDATE

Mr. Haas reviewed outstanding items including Completed Projects, On-Going Projects, On-Hold Projects, and Other Items of Interest. Mr. Haas also provided the weekly parks maintenance update.

CHAIR'S REPORT

Vice Chair Lindahl asked residents to be aware of all the children in the parks while driving.

ADJOURNMENT OF REGULAR MEETING

Motion by Miskowiec, seconded by Marinello, to adjourn the regular meeting at 7:40 p.m. Motion carried on a 4-ayes, 0-nays, 3-absent vote.

Respectfully Submitted,

Debbie Wolfe, Recording Secretary
TimeSaver Off Site Secretarial, Inc.