

***PARK AND RECREATION COMMISSION MEETING – JUNE 1, 2023
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chairperson Widmyer on June 1, 2023, 6:00 p.m., at the Andover City Hall, 1885 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chairperson Jake Widmyer, Commissioners Kristin Lackie, Jim, Lindahl, Sophia Newton, Shane Stenzel, Tracy Strombeck, and Liza Shafto.

Commissioners Absent: None

Also Present: Parks & Streets Operations Manager Jason Baumunk
Associate Planner Jake Griffiths
Others

RESIDENT FORUM

No one appeared to address the Commission.

APPROVAL OF MINUTES

April 20, 2023 Regular Meeting

Motion by Lindahl, seconded by Stenzel, to approve the April 20, 2023 Park Commission Regular minutes as presented. Motion carried unanimously.

May 4, 2023 Regular Meeting

Motion by Lindahl, seconded by Strombeck, to approve the May 4, 2023 Park Commission Regular minutes as presented. Motion carried unanimously.

May 18, 2023 Workshop Meeting

Motion by Stenzel, seconded by Lackie, to approve the May 18, 2023 Park Commission Workshop minutes as presented. Motion carried unanimously.

APPROVAL OF AGENDA

Parks and Streets Operations Manager Baumunk stated there were no changes or additions to the agenda.

RECOMMEND 2024-2028 PARK PLAYGROUND REPLACEMENT PLAN

Mr. Baumunk explained that the replacement plan aims to get to 3 playground replacements per year. However, the approved budget will only allow for 2 playground replacements. Staff is looking for ways to cost save. Mr. Baumunk updated that currently the budget is \$55,000 per playground, per year and will request to increase \$5,000 per year, per playground.

Commissioner Stenzel asked about the standard looks of playgrounds and wondered if more basic and old-fashioned equipment would be cheaper. Commissioner Strombeck asked about the determination of upgrade dates for playgrounds. Commissioner Lindahl asked about how often inspections are completed.

Motion by Lindahl, seconded by Newton, to recommend the plan budget to the City Council. Motion carried unanimously.

RECOMMEND 2024-2028 TRAIL CAPITAL IMPROVEMENT PLAN

Mr. Baumunk explained that this item is regarding the new additions for trails. Mr. Baumunk updated that Segment 1 will stay where it is at and Segment 5 will get constructed in 2024 to tie into the neighborhood reconstruction project. Mr. Baumunk also updated that the Finance department ran a projected balance of the trail fund, the trail fund will be depleted after the 2024 projects, meaning segment 4 will be moved to 2025. Segment 2 will be done in 2026 and Boardwalk of Verdin is penciled in for 2027.

Commissioner Stenzel asked about the DNR funding for Segment 4, and Mr. Baumunk updated that it would be a matching grant. Commissioner Stenzel also asked about the priorities for the trails and recommended moving the construction of segment 4 to 2026/2027 to save money and work on higher-priority segments first. Commissioner Lackie recommended that segment 4 should be a higher priority compared to segment 2. Commissioner Strombeck recommended moving segment 3 above segment 2.

Motion by Strombeck, seconded by Lackie, to switch Segment 2 and Segment 3 on the Plan's priority list and recommend to the City Council. Motion carried unanimously.

RECOMMEND 2024-2028 TRAIL RECONSTRUCTION PLAN

Mr. Baumunk gave an update on the background information on the reconstruction plan.

Motion by Stenzel, seconded by Newton, to recommend the 2024-2028 Trail Reconstruction Plan to City Council. Motion carried unanimously.

DISCUSS 2024-2028 PARK CAPITAL IMPROVEMENT PLAN

Mr. Baumunk explained that this item is regarding the draft of the Capital Improvement Plan. Mr. Baumunk also discussed the projected fund balance.

Commissioner Lindahl asked a question regarding the number of permits for the year. Mr. Griffith stated that they are on pace to hit their target budget for the year. Commissioner Stenzel asked about how often the \$15,000 Capital Projects Levy Parks and \$25,000 Annual Misc. Projects funds are spent down. Mr. Baumunk updated that the \$15,000 is a transfer from the general fund and the \$25,000 was all spent this year. The Commission was in agreement that they liked the plan as presented. Mr. Baumunk stated he would get updated costs for the pickleball complex if it gets added to the CIP.

OUTSTANDING ITEMS

1. **On-going Projects:** Mr. Baumunk reviewed the remaining ongoing items. He updated that the park staff has been working hard to get the playgrounds finished. Mr. Baumunk updated that after next week all the playgrounds should be finished and up and running. The long-time playground inspector is retiring at the end of June.
2. **Updates from Previous Meetings – Park Survey Options:** The QR code survey for park systems deadline for the newsletter draft was today. Can be sent over tomorrow to still get into the draft if any changes are desired. The Commission discussed what should the public be asked.
3. **North Woods West Tennis Courts:** In need of resurfacing. Mr. Baumunk updated that he got a request from a resident to be restriped into a Pickleball court. One tennis court could be left, and the other tennis court could be turned into 2 full-sized Pickleball courts with the addition of chain-linked fence. Could be a potential noise issue for the neighborhood.
4. **Athletic Fields:** Fields are getting heavily used after wet conditions. Now facing dry conditions. Mr. Baumunk updated that a coach left a box open at the ASN facility and a pole was painted, then multiple spots along the trail and through the Jills of Bunker neighborhood.
5. **Kelsey Round Lake Boardwalk Replacement:** Bids came in higher than hoped, but project is still moving forward.
6. **Parks Maintenance Update:** Mr. Baumunk reviewed the maintenance report for the season. There is lots of trash and lots of mowing. All of his staff has been working on playgrounds.

OTHER ITEMS OR UPDATES

Commissioner Strombeck recommended starting reserving now for the Movies in the Park. Commission Lackie recommended showing the Mario Movie.

CHAIR’S REPORT

Commissioner Strombeck requested to include the Sunshine Laws and the Conflict of Interest in an upcoming Workshop. Associate Planner Jake Griffiths stated that they did just review those at the beginning of the year, but he would send out the information to the Commission.

ADJOURNMENT

Motion by Lindahl, seconded by Strombeck, to adjourn the workshop meeting at 6:51 p.m.
Motion carried unanimously.

Respectfully Submitted,

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