

PARK AND RECREATION COMMISSION MEETING
JUNE 6, 2019
MINUTES

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chair Lindahl on June 6, 2019 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Jim Lindahl, Commissioners Brian Beck, Angela Marinello, Mark Miskowiec, Dawn Perra and Jake Widmyer.

Commissioners Absent: Commissioners Ted Butler and Dawn Perra

Also Present: Assistant Public Works Director, Todd Haas

RESIDENT FORUM

Mr. Alexander Angle of 13530 Thrush Street NW constructed two lending libraries for his Eagle Scout Project as a donation to the City. The books are donated and he plans to have a book drive in the future. There will be one box in each of the two parks (Terrace and Hidden Creek North). Mr. Haas will coordinate installation of the posts with Parks Maintenance Department.

APPROVAL OF MINUTES

Motion by Marinello, seconded by Widmyer, to approve the May 16, 2019 Park Commission minutes as presented. Motion carried on a 5-ayes, 0-nays, 2-absent (Butler and Perra), and 0-present vote.

AGENDA APPROVAL

Motion by Widmyer, seconded by Miskowiec, to approve the agenda as proposed. Motion carried on a 5-ayes, 0-nays, 2-absent (Butler and Perra) vote.

CONSIDER REQUEST FROM ANDOVER BASEBALL ASSOCIATION/ANDOVER STATION NORTH BALL FIELD FACILITY/LIGHTING OF EAST BALL FIELD

Mr. Haas reviewed the Park and Recreation Commission is to consider a request from the Andover Baseball Association (ABA) to install lights for the east field at Andover Station North Ball Field Facility. The request was provided for Commission review. Mr. Haas indicated the location on a map.

The statistics for age levels of 12U and 13U for the years 2018 and 2019 for Commission review was provided. With the increase in the number of players for this size field for this age group, lighting the field will help ABA keep up on the increasing interest in youth baseball in Andover.

Staff has determined that the estimate to light the east field would be approximately \$150,000 - \$180,000 which would include the cost of construction and design. ABA has indicated they will be able to secure funds for up to \$90,000.

Mr. Haas reminded the Commission the underlying property owner is the Andover Economic Development Authority (EDA). If the field lighting project is recommended to move forward by the Park and Recreation Commission, approval will be required by the EDA.

If the Commission would like to move forward with the project, this will need to be identified in the Capital Improvement Plan (CIP). The Commission will need to identify what year the project should be done but the earliest for the work to be done would be in 2020.

The Commission is to consider recommending approval of the request by the Andover Baseball Association for the installation of lights for the east ball field at Andover Station North Ball Field Facility.

Ms. Amy Novak, representing Andover Baseball Association, appeared at the meeting. Commissioner Miskowiec stated he likes the project and noted it is included in the ASN estimated at \$75,000. If the information is not correct it needs to be updated. Mr. Haas stated an engineer would need to be hired to give firm numbers. Commissioner Miskowiec stated he would feel more comfortable knowing the hard numbers.

Chair Lindahl suggested a design be done and bids are received prior to approving the request. Mr. Haas stated the CIP is due tomorrow and suggested the \$180,000 be added to the CIP and it can later be adjusted.

Commissioner Miskowiec stated all the future needs costs need to be updated and be more realistic. Mr. Haas stated staff can do that if up to date costs are desired by the Commission. This would need to be presented to the City Council to authorize staff to update the park dedication fee study. Mr. Haas stated the future projects list estimates on the approved spreadsheet in the park dedication study are about 3 years old.

Mr. Haas suggested the project be added to the CIP for 2020 or 2021.

Motion by Miskowiec, seconded by Widmyer to authorize staff to hire an electrical engineer to provide design and determine actual costs for the lighting at Andover Station North Ball Field Facility/Lighting of East Ball Field. Motion carried on 5-ayes, 0-nays, 2-absent (Butler and Perra) vote.

CONSIDER 2020-2024 PARK CAPITAL IMPROVEMENT PLAN

Mr. Haas reviewed the Park and Recreation Commission is requested to consider the 2020 – 2024 Park Capital Improvement Plan (CIP). This item was tabled from the last meeting to modify the Projected Fund Balance spreadsheet for the Park Dedication Fund. The projected fund balance sheet that was modified was provided for Commission review. The number of residential units has been increased to 50 (previously was 25 units) for 2019 and was increased to 40 units for 2020 and 2021. The number of units for years 2022-2024 was not modified and remains at 25 residential units per year.

The contribution that was recommended by the Park and Recreation Commission towards the Community Center was increased for 2020 and 2021 since it was determined that 50% of the park dedication received for each year would go towards the Community Center expansion if that project moves forward. The target date for the draft CIP is June 7th.

The Andover Station North east ball field lighting (estimated cost at \$180,000) has been identified in 2020. If the project is approved by the City Council later this fall, staff will notify the electrical engineering consultant to begin preparing plans and specifications so the project could be bid early in 2020.

2020

- Andover Station North East Bellfield Lighting - \$180,000
- Annual Misc. Projects - \$15,000

2021

- Prairie Knoll Park Parking lot with curb - \$170,000
- Annual Misc. Projects - \$15,000

2022

- No projects identified
- Annual Misc. Projects - \$15,000

2023

- No projects identified
- Annual Misc. Projects - \$15,000

2024

- Pine Hills North/Parking lot with curb - \$120,000 – The total cost for paving the parking lots is estimated at \$400,000. The remaining balance needed to fund the improvements is \$280,000 and has been identified in the current CIP to be funded by the Capital Equipment Reserve.
- Annual Misc. Projects - \$15,000

There are two (2) park improvement projects identified on the spreadsheet scheduled for 2019. The 2 projects anticipated are:

- Kelsey Round Lake Park (new) - \$152,000 (estimate). There will be a new trail expansion constructed on the westerly portion of the park. The improvement project will be funded by a combination of MNDNR Grant funds and park dedication funds.
- Hills of Bunker Lake West Park (new) - \$40,000 (estimate). A new irrigation system will be installed along with a new municipal water service connection and irrigation controls.

Motion by Miskowiec, seconded by Marinello, to recommend approval of the 2020-2024 Parks Capital Improvement Plan. Motion carried on a 5-ayes, 0-nays, 2-absent (Butler and Perra) vote.

OUTSTANDING ITEMS/MAINTENANCE UPDATE

Mr. Haas stated the City Council accepted the bids for the Community Center Expansion at their June 4 meeting. The work will begin after Fun Fest.

Mr. Haas reviewed On-Going Projects, Other Items of Interest, and the Weekly Parks Maintenance Update.

The next Park and Recreation Commission Meeting will be held on July 18, 2019.

CHAIR'S REPORT

Commissioner Miskowiec asked when the work session would be held with the City Council. Mr. Haas stated it will probably be held in August or September. Commissioner Miskowiec would like the Council to consider a park dedication study.

Commissioner Beck stated July 18 will be his last meeting as he is moving near Onamia.

Chair Lindahl reminded the residents that parks are in full swing and be aware of children.

ADJOURNMENT OF REGULAR MEETING

Motion by Marinello, seconded by Miskowiec, to adjourn the Regular Meeting at 7:35 p.m. Motion carried on a 5-ayes, 0-nays, 2-absent (Butler and Perra) vote.

Respectfully Submitted,

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