

**PARK AND RECREATION COMMISSION MEETING
NOVEMBER 1, 2018
MINUTES**

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chair Lindahl on November 1, 2018 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

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

Commissioners Absent: None

Also Present: Assistant Public Works Director, Todd Haas

RESIDENT FORUM

Ms. Amy Novak introduced herself as the new President of Andover Baseball Association to the Park and Recreation Commission.

APPROVAL OF MINUTES

Motion by Butler, seconded by Widmyer, to approve the November 1, 2018 Park Commission minutes as presented. Motion carried on a 5-ayes, 0-nays, 0-absent, and 2-present (Beck and Marinello) vote.

AGENDA APPROVAL

Motion by Perra, seconded by Marinello, to approve the agenda as presented. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

CONSIDER REVISIONS TO TOURNAMENT, MULTI-DAY AND JAMBOREE APPLICATION

Mr. Haas requested the Park and Recreation Commission to continue discussing revisions to the Tournament, Multi-day and Jamboree Application. The application with the revisions suggested at the last meeting was provided for Commission review. Included in the revision is the question on how parking overflow will be addressed by the applicant. The City has had concerns with parking, specifically at Prairie Knoll Park and a few times at Sunshine Park.

Staff has discussed the issues with the Anoka County Sheriff's Department and they are in favor of requiring parking attendants, as they have more important items to attend to rather than writing citations for parking violations. Another item is to allow administrative staff to approve one day application requests if the request does not conflict with other previously approved activities.

Mr. Haas noted the Andover Huskies Youth Hockey Association generally does provide parking attendants. Commissioner Beck asked if Sheriff's Office Specialty Deputies have been considered to be used and Mr. Haas stated that is an option for the associations to consider. Commissioner Beck added since the Sheriff's Office Specialty Deputies carry radios and have been trained, they might be better attendants. Commissioner Beck will contact the Sheriff's Department to inquire. Mr. Haas stated the 2019 tournament applications will be reviewed in January 2019. Mr. Haas stated Andover Area Lacrosse Association has been very good in working with the City to avoid parking issues.

Motion by Butler, seconded by Miskowiec, to recommend the City Council approve revisions to the Tournament, Multi-day and Jamboree Application and to allow administrative staff to approve one day application requests if the request does not conflict with other previously approved activities. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

CONSIDER REVISIONS TO APPLICATION FOR SCHEDULED USE OF RECREATIONAL FACILITIES

Mr. Haas requested the Park and Recreation Commission is requested to continue discussing revisions to the Application for Scheduled Use of Recreational Facilities. This item was tabled at the last meeting based on comments the Commission wanted to see in the application. The applications with the revisions suggested by the Commission was provided for Commission review. Mr. Haas noted the City has had concerns about parking, specifically more at Prairie Knoll Park and a few times at Sunshine Park. Based on input from the last meeting, the language in the application is generally the same as the tournament applications that were addressed in the previous agenda item

The City has been receiving calls from the neighbors about vehicles parking in the ditch at Prairie Knoll Park this fall during regular scheduled activities at the park and in designated no parking areas. Staff has discussed the issues with the Anoka County Sheriff's Department and they are in favor of requiring parking attendants as they have more important items to attend to other than writing citations for parking violations. Another item included in the application addresses requests from applicants that are only wanting a one-day use of parks and/or facilities. It is recommended to allow administrative staff to approve these types of requests if the request does not conflict with other previously approved activities.

Chair Lindahl requested additional changes on page two of the application. On page two “NEW in 2019!” paragraph, line 6 revise to “larger group of **participants**/spectators are expected” ; and in last paragraph “The association or applicant **shall** provide other . . .

Motion by Widmyer, seconded by Marinello, to recommend the City Council approve revisions to the Application for Scheduled Use of Recreational Facilities and allow administrative staff to approve the one-day requests if the request does not conflict with other previously approved activities. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

ANOKA COUNTY SHERIFF’S DEPARTMENT 3RD QUARTERLY REPORT

The Anoka County Sheriff’s Department 3rd quarter report was provided for Commission review.

Mr. Haas had emailed the Commission about vandalism at ASN regarding the scoreboard wiring for the fields and Crooked Lake Park shelter wiring. Cost to repair is approximately \$7,000.

Mr. Haas noted he is aware there has been some vandalism in Coon Rapids with their scoreboards at one of their parks and other communities have been informed.

PARK DEDICATION IMPROVEMENT FUND 3RD QUARTERLY REPORT / FINANCE DEPARTMENT

The Project Commitment Listing Report, Balance Sheet and Revenue and Expenditure Reports for the Park Improvement Fund as of September 30, 2018 were provided for Commission review.

Commissioner Butler asked about the commercial building off Bunker Lake Blvd and Hanson Blvd near the Kwik Trip location and Mr. Haas stated that lot was not re-platted, but he will research further to see if park dedication fees have been paid previously.

OUTSTANDING ITEMS/MAINTENANCE UPDATE

Commissioner Butler provided an update of the Andover Community Center Advisory Board. The expansion is being discussed and Council held a special meeting on October 9. The updated estimates came in at \$18M which is higher than Council wanted to see. They have directed the design team to reduce the cost to a target of \$16.8M. The current design would include a multi-purpose arena with a second level walking/jogging track and a multi-sport training area. There will be one additional gym and two additional sets of meeting rooms. One will be dedicated to youth programs.

Mr. Haas reviewed the completed projects, on-going projects, on-hold projects and other items of interest. The weekly parks maintenance update was provided for Commission review.

The next meeting will be held on November 15, 2018.

CHAIR'S REPORT

There were no reports.

ADJOURNMENT OF REGULAR MEETING

Motion by Miskowiec, seconded by Widmyer, to adjourn the regular meeting at 7:25 p.m. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

Respectfully Submitted,

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