

***PARK AND RECREATION COMMISSION MEETING – NOVEMBER 5, 2020
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chair Lindahl on November 5, 2020, 7:00 p.m., at the Andover City Hall, 1885 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Jim Lindahl, Commissioners Mark Miskowiec, Jake Widmyer, Kathy McElhose, Tracy Strombeck, and Sophia Newton

Commissioners Absent: None

Also Present: Assistant Public Works Director, Todd Haas

RESIDENT FORUM

APPROVAL OF MINUTES

October 15, 2020 Regular Meeting and Workshop

Commissioner Strombeck noted a clarification needed in her statement that passes have not yet been determined to be annual, under Outstanding Items portion of the last meeting.

Motion by Widmyer, seconded by Miskowiec, to approve the October 15, 2020 Regular Meeting minutes as amended. Motion taken by roll call:

Strombeck - aye

Miskowiec - aye

Lindahl - aye

Widmyer - aye

Newton- aye

McElhose - aye

Motion carried unanimously.

Motion by Miskowiec, seconded by Strombeck, to approve the October 15, 2020 Workshop Meeting minutes as presented. Motion taken by roll call:

Strombeck - aye

Miskowiec - aye

Lindahl - aye

Widmyer - aye

Newton- aye

McElhose - aye

Motion carried unanimously.

APPROVAL OF THE AGENDA

Motion by Miskowiec, seconded by Newton, to approve the Agenda as presented.

Motion taken by roll call:

Strombeck - aye

Miskowiec - aye

Lindahl - aye

Widmyer - aye

Newton- aye

McElhose - aye

Motion carried unanimously.

CONSIDER NIGHTINGALE MEADOWS SKETCH PLAN/PARK DEDICATION REQUIREMENTS

Assistant Public Works Director Haas reported the Commission is requested to review and recommend the park dedication requirements for the proposed sketch plan of Nightingale Meadows. He noted that 22 lots are being proposed on the west side of Nightingale Street NW just north of Veterans Memorial Boulevard NW. Mr. Haas stated staff recommends cash in lieu of land.

Dane Willenbring, Tamarack Land Development LLC, gave an overview of their plans for detached villa-style homes that will be maintained by a home owner's association.

Commissioner Newton asked about the difference between a single-family home and villa-style homes. Mr. Willenbring explained that the only difference is that they will be maintained by the home owner's association and confirmed that there will not be an age limit for the homes.

Commissioner Widmyer asked if there was a certain demographic in mind for these homes. Mr. Willenbring that typically empty-nesters are the types of people who buy this style of home, but reiterated that there is not an age limit for the buyers. He noted that they may still end up putting in single-family homes, but the market indicates that there is a high demand for the villa-style homes right now.

Commissioner Strombeck confirmed with Mr. Willenbring that the sketch plan did not have a lot set aside for park and have all been planned for homes.

Chair Lindahl asked if there would be a trail connection near the far west cul-de-sac. Mr. Haas stated that his understanding is that there is a small chunk of property not owned by the developer and the owner of that parcel is not yet ready to give up the land or provide an easement so a connection can be made. He explained that is why they are putting in the temporary cul-de-sac with the idea that it will eventually be a street connection.

Rhonda Ganske, 2159 153rd Lane NW, stated that she owns the parcel that Mr. Haas referred to and explained that she had spoken with the developer this morning. She noted that she plans to dedicate .04 acres to the City so the road can go through.

Motion by Widmyer, seconded by Newton, to recommend to the City Council that they accept cash in lieu of land for the Nightingale Meadows sketch plan. Motion taken by roll call:

Strombeck - aye

Miskowiec - aye

Lindahl - aye

Widmyer - aye

Newton- aye

McElhose - aye

Motion carried unanimously.

OUTSTANDING ITEMS

- 1. Andover Community Center Advisory Committee Update:** Commissioner Strombeck reported that during the Advisory Committee meeting she proposed something called The Giving Tree that somewhat mirrored the Andover tree logo. She stated that she would like to utilize Andover Community Center more broadly to see to the needs in the community. She noted that the Director of the YMCA, Alison Boes has offered to co-chair this effort her and they will be putting together something for the upcoming holiday season. She stated that the idea is that families in need would communicate the need to staff and staff would then write it down and hang it on the tree for someone to take and buy. She explained that the only thing the ACC would have to do is store the item until the family comes and picks up that item. She stated that Erick Sutherland sent out an update regarding COVID stressing that they want to make sure that they are not exceeding capacities. She stated that Mr. Sutherland has proposed an on-line ticket purchase for events or tournaments so they can have an accurate count of people in the ACC.
- 2. Completed Projects:** Nothing to report.
- 3. On-going Projects:** Mr. Haas reviewed the remaining on-going items.
- 4. On-Hold Projects:** Nothing to report.
- 5. Other Items of Interest:** Nothing to report.
- 6. Parks Maintenance Update:** Mr. Haas referred the Commission to the staff report.

CHAIR'S REPORT

Commissioner McElhose stated that due to her husband's job transfer, she will be moving to Florida at the end of the month.

Mr. Haas asked Commissioner McElhose to submit an official letter of resignation.

ADJOURNMENT

Motion by Widmyer, seconded by Miskowiec, to adjourn the meeting at 7:23 p.m.

Motion taken by roll call:

Strombeck - aye

Miskowiec - aye

Lindhahl - aye

Widmyer - aye

Newton- aye

McElhose - aye

Motion carried unanimously.

Respectfully Submitted,

Kayla Atkins-Rokosz, Recording Secretary
TimeSaver Off Site Secretarial, Inc.

***PARK AND RECREATION COMMISSION MEETING –NOVEMBER 5, 2020
WORK SESSION MINUTES***

The Work Session Meeting of the Andover Park and Recreation Commission was called to order by Chair Lindahl on November 5, 2020 at 7:30 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Jim Lindahl, Commissioners Kathy McElhose, Jake Widmyer, Mark Miskowiec, Sophia Newton, and Tracy Strombeck.

Commissioners Absent: None

Also Present: Assistant Public Works Director, Todd Haas

DISCUSS DRAFT 2021 PARK DEDICATION STUDY

Assistant Public Works Director Haas presented a draft of the 2021 Park Dedication Study to the Park and Recreation Commission for review and discussion. Mr. Haas went

over the significant changes that were made since the last study that was done in 2018. The most significant change that impacted the proposed park dedication fee was the number households that was reduced by Metropolitan Council from 15,400 to 13,500. A question did come up from Commissioner Strombeck regarding the Andover Community Center and the remaining balance that was due for the contribution the Park and Recreation Commission. The question was should the remaining balance be included as part of the Future Facilities Chart for City Hall Park Complex #1. The consensus of the Commission is that yes it should be included which will increase the proposed park dedication in the report to a higher fee.

The Commissioners did spend some time discussing what the new fee should be since it is most likely will not be increase as proposed by 53% or more by the City Council. The Park and Recreation Commission is looking at recommending a fee somewhere between \$4000 and \$4400 per unit with the understanding that each park listed on the Future Facilities Chart will need to be re-evaluated to determined which improvements are not needed since the proposed total buildout of households is anticipated to drop by 1900. Also, the value identified for each improvement for each park will also need to be reviewed and adjusted where needed.

Since this item was a workshop item, no further action was taken. This item regarding a potential new fee will be presented on the next regular scheduled meeting on November 19, 2020 so a recommendation can be made and forwarded to the City Council for their consideration.

ADJOURNMENT OF WORK SESSION MEETING

***Motion by Widmyer, seconded by Lindahl, to adjourn the meeting at 8:10 p.m.
Motion carried unanimously.***

Respectfully Submitted,

Todd J. Haas, Recording Secretary
City of Andover