



PARK & RECREATION COMMISSION AGENDA

Monday, April 2, 2012

6:30 p.m.

Public Works

Conference Room

Call to Order

Roll Call

Adopt Agenda

Approval of March 5, 2012 Minutes

Approve March 5, 2012 Minutes

Old Business

1. Parks Master Plan Update

New Business

2. Sunrise Pond Park Shelter Selection
3. Arbor Day Celebration April 27th
4. Tennis Court Update/Removal

Other Business

Adjourn



Park & Rec - Regular

Meeting Date: 04/02/2012

SUBJECT: Approval of March 5, 2012 Minutes

Attachments

march5th

COON RAPIDS PARK & RECREATION COMMISSION MEETING MINUTES OF
MONDAY, MARCH 5, 2012

The regular meeting of the Parks & Recreation Commission was called to order on March 5, 2012 at 6:35 P.M. in the Public Works Conference Room.

Members Present: Commissioners Tim Arntson, Mary Lou Hecht, Mike Jacobson, Gen Sand, Ryan McAlpine, Neal Livermore and Steven Head.

Members Absent: None.

Also Present: Gregg Engle, Parks Supervisor.

1. ROLL CALL

Gregg Engle acknowledged roll call.

2. APPROVAL OF THE MARCH 5, 2012 AGENDA

Commissioner Livermore asked to talk about the crosswalk at Riverdale Station and about a link to the trails.

MOTION BY COMMISSIONER LIVERMORE, SECONDED BY COMMISSIONER MCALPINE, TO APPROVE THE MARCH 5, 2012 AGENDA AS AMENDED. MOTION PASSED UNANIMOUSLY.

3. APPROVAL OF THE FEBRUARY 6, 2012 MINUTES

February 6, 2012 minutes tabled until next month.

4. OLD BUSINESS

A. Tennis court replacement.

Mr. Engle noted that he would like to address tennis court issues for the long run and for strategic planning. He stated that a few need to be shut down as they are in such need of repair. He reviewed the parks with tennis courts on a map. He stated that Brauer and Associates will be asking them if they want tennis courts in the parks in the future. He stated that they need to decide where tennis courts fit as a priority in the future. He asked for ideas from the Commission. He considered taking out courts at Acorn Park as it will take about \$16,000 to resurface or \$5,000 to take it out. He stated that these decisions will need to be made for strategic planning in the next few months.

Commissioner Sand asked if there is a usage report. Mr. Engle stated that there is not a usage report.

Mr. Engle stated that there is a tennis court a few blocks from Acorn Park. He recommended taking the court out at Acorn and using the space as a passive area of the park. He stated that it is a small neighborhood park. He explained that the tennis court would be taken out permanently. He suggested the options of either fixing the court up or removing it, resod, and keep it as a passive area. He reviewed the 1-5 criteria that is used for prioritization. He confirmed that Alder Park has two courts. He stated that they can send letters out to the surrounding community to see what the tennis court use is if recommended by the Commission.

Commissioner Jacobson asked how the basketball court at Alder Park would be made use of. Mr. Engle stated that the basketball court sits between the tennis court and the side. He stated that a lot of daycares in the area use this park. He explained that this is known because of city maintenance feedback. He asked if a basketball court was added to replace the tennis court at Acorn it may be disturbing to a resident in the back of the park. He commented that a month ago they received a letter from the manufacturer of the playground equipment at Acorn Park. They requested that the slide be removed as it has resulted in injuries leading to several lawsuits nationally. He stated that there is a \$4,000 credit which he recommends using for the shelter at Sunrise Pond. He commented that there is no slide on the playground equipment at Acorn Park as one is not available that fits onto the equipment.

Commissioner Jacobson asked about the demographics of Acorn Park as it seems like an older neighborhood. Mr. Engle stated that it is an older neighborhood. He stated that demographics are being collected and will be available when making future decisions.

Mr. Engle stated that Hoover Park has tennis courts which are closed down currently. He stated that this is on city land. He explained that there is an agreement with the school that if the tennis court is touched they need to talk to the schools. He stated that he called three different companies and was told it would cost around \$11,000 to remove the tennis court because of the size of it. He stated that it would cost \$45,000 to \$50,000 to resurface it.

Commissioner Jacobson stated that the parking lot is in as bad a shape as the tennis court. Mr. Engle stated that the fencing at Hoover Park is not in bad shape.

Chairman Arntson stated that if this tennis court is removed it would eliminate any options on the south side of the city.

Commissioner Livermore asked whether the schools has been approached about resurfacing the tennis court. Mr. Engle stated that he has spoken to someone in maintenance but he has not spoken to the Principal. He stated that the parking lot was put in for handicapped ball playing. He stated that about once a week city staff has to go into the parking lot to clean up dumped couches and other debris. He stated that they are

weed whipping and maintaining it which is improving things. He stated that they have discussed having a gate that is closed nightly after scheduled practices.

Commissioner Jacobson asked about restoring the tennis court to native prairie area for teaching. Commissioner McAlpine stated that there is a lot of maintenance with this.

Mr. Engle stated that Mason Park is a neighborhood park which has a single tennis court. He stated that BMX bikers make use of this park which is set back in. He stated that Riverwind has tennis courts that are in poor repair with chunks of asphalt coming up. Commissioner McAlpine stated that Mason Park is close enough to the high school that people can use the courts there.

Commissioner Jacobson asked what could be put in instead at these parks if a tennis court is removed. Commissioner Sand suggested putting in a skateboard park at Riverwind.

Mr. Engle recommended reconstruction of the tennis court at Crooked Lake. It has artificial turf on it right now which grows mold because it is worn out. He proposed reconstructing Crooked Lake, Riverview and Sand Creek tennis courts. He stated that for Sand Creek it would be redesigned in a different area of the park. He suggested considering redoing Alder Park to make more use of it. He stated that Al Flynn Park is in very good shape and has artificial surf. He reported that there is a possibility the alternative school may be out of that area. He stated that in the master plan Al Flynn is designated as a master park. He stated that in talking with Matt Fulton and Steve they have discussed that the plans need to fit in with the Port across the street. He stated that his recollection is that Al Flynn Park was the first park in the city.

Commissioner McAlpine stated that he was at the new normal meeting where they discussed creating more of a statement upon entering Coon Rapids.

Mr. Engle stated that the tennis court at The Vineyard Park has tile and it is in pretty good shape. He reviewed that this is a neighborhood park that is not well used. He asked for input from the Park Commission in deciding on a few parks to remove when decisions are made over the summer. Commissioner Livermore recommended deciding on one park to remove and see what response they get from the community.

Commissioner Sand suggested removing the tennis court at Acorn Park as there are two courts at Alder Park which is close by. Commissioner Livermore suggested removing the tennis court at Riverwind now as the high school is in close proximity. He recommended finding money to remove this now. He stated that when they look at the master plan they can report what has been done.

Commissioner Hecht suggested moving ahead and deciding to remove some tennis courts without involving the community.

Chairman Arntson suggested talking to the school before making decisions. He stated that by spending money to remove something without a broader plan the community could find issue with this.

The Commission is in agreement that there is a safety issue with the tennis courts in their current condition.

Commissioner Head asked about the cost of maintenance of a tennis court versus mowing grass. Mr. Engle stated that there is not a lot spent on maintaining tennis courts. He suggested considering adding shelters. He stated that one of the companies that came in with proposals noted that there are not a lot of shelters in the city.

Chairman Arntson reiterated that the Commission has decided on removing the tennis courts at Acorn Park, Riverwind Park, and Hoover which staff will be talking to the school about before taking action.

B. Update Parks and Trails Master Plan Process.

Mr. Engle passed out the objective for the Master Plan update. He stated that they are working with Brauer & Associates on making this plan. He asked if the Commission wants to review this for a month and then discussing it in detail next month.

Commissioner McAlpine asked when Brauer & Associates will expect feedback. Mr. Engle stated that he is not sure.

Mr. Engle stated that the handout includes the standards for the parks and is a collection of information from the existing plan and about working out a new plan. He added that currently there is a task force being assembled. He confirmed that Chairman Arntson and Commissioner McAlpine were at the interview meeting. He stated that there is a list identifying 13 people right now for positions on the task force and there is a need for two people from the Park Commission. He stated that residents are being selected to participate. He stated that Matt Fulton, Steve and the Mayor will be deciding on the participants. He explained that there is a sustainability commissioner, two parks commissioners, Ryan Gunderson and Mr. Engle, Assistant City Manager, Matt Fulton, the athletic association and residents that will make up the task force. He mentioned that Scott Harlicker in community development for the city is working on demographics. Mark Nevinski with the Sustainability Commission and economics will be involved. There will be 5 people from the community participating in the task force.

Commissioner Jacobson asked what the next step is. Mr. Engle stated that the task force will begin meeting.

Commissioner Livermore asked about the frequency of the meetings over what time span. Mr. Engle stated that he is not sure at this point.

Commissioner Livermore stated that he is willing to be on the task force if he has an alternate. Mr. Engle reviewed a meeting outline from Brauer and Associate.

Commissioner Livermore noted that there is an August meeting on the schedule which shows a total of three meetings. Mr. Engle stated that there will likely be more meetings than this.

Commissioner Jacobson stated that he is willing to be on the task force but asked how many meetings there are and how frequent they are. He suggested having an alternate. Chairman Arntson stated that there will be a minimum of five meetings from the project startup meeting schedule. He reviewed that there will be a meeting and public open houses with a followup meeting.

Chairman Arntson confirmed that interested parties in the task force meetings are Commissioner Arntson, Commissioner Livermore, Commissioner Head, Commissioner Jacobson, and Commissioner McAlpine.

Commissioner Livermore requested that three Parks and Recreation Commissioners be chosen for the task force. Chairman Arntson stated that two could be on it and two could be alternates. He asked if the Park Commission will make decisions or if there will be recommendations made to the Park Commission so they can make decisions.

Chairman Arntson asked why there is a task force when there is already a Park Commission. He asked what the Park Commissions function is and what will it be. Mr. Engle stated that a task force is to gain a broader perspective.

Chairman Arntson suggested that the citizens should be from user groups because they are the users of the parks.

Commissioner Jacobson asked how it was handled last time when the book was created. Chairman Arntson stated that it was just Brauer and Associates and the Park Commission working together to make the book. He stated that the Park Commission should be involved in decision making with the Council making the final decision. He stated that any discussions should come past the Park Commission with feedback going back to the task force.

Commissioner McAlpine suggested that there be email updates as the task force meetings will likely have information available more frequently than the Commission meetings. Commissioner Jacobson suggested that task force information should be available on the city website. He suggested that the plan paperwork should show what national trends are so this is part of the decision making process.

5. NEW BUSINESS

A. Adult Softball and Sand Creek Park.

Mr. Engle noted that softball is filled up and has been very successful. He noted that Ryan Gunderson wrote up information. He reported that the balls are hard to see with the lighting.

B. Sunrise Pond Park Shelter.

Mr. Engle commented that there is a \$4,000 credit from taking out the slide at Acorn Park. He stated that at Sunrise Pond the playground and basketball court is in. He stated that they need benches, basketball hoops and finishing touches to make it functional. He stated that the shelter is an important aspect. He suggested that the shelter should make a statement as it is very visible across the pond. He commented that this will likely come out of the \$100,000 miscellaneous budget. He asked the Commission for ideas on what they would like in the shelter. He provided pictures of Prairie Oaks Park and Rockslide Park shelters as they are more attractive. He stated that Prospect Park also has a nice shelter which cost around \$23,000. Commissioner McAlpine suggested a shelter the size of the Prospect Park one as it will fit the size of Sunrise Pond well.

Mr. Engle reviewed that Landscape Structures has given them a \$4,000 credit which is good until December. This was for the slide taken out from Acorn Park. Commissioner Livermore stated that he would like to see the money reinvested in Acorn Park.

Commissioner Jacobson asked about having the Fountains Developer incorporate a Welcome to Coon Rapids sign into the brick sign labeling "The Fountains". Commissioner Livermore stated that the playground and shelter are set back too far to be seen from the intersection. He stated that eventually it will be blocked from view by a house. He reviewed the trail through this neighborhood.

Mr. Engle provided a sample of a shelter that could be used as a standard. He offered to get three bids from contractors to build a shelter. He suggested putting in taller swings for older children at Acorn Park. Commissioner Jacobson stated that as the slide is taken out and the tennis courts are being removed he recommended adding something back into Acorn Park.

Commissioner Livermore suggested using a sunrise theme for the Sunrise Pond shelter.

MOTION BY COMMISSIONER LIVERMORE, SECONDED BY COMMISSIONER HECHT, TO APPLY THE LANDSCAPE STRUCTURES \$4000 CREDIT INTO ACORN PARK FOR SWINGS OR OTHER AMENITIES.

MOTION PASSED UNANIMOUSLY.

Mr. Engle stated that for Sunrise Pond they will be installing \$7,000 in trees.

MOTION BY COMMISSIONER MCALPINE, SECONDED BY COMMISSIONER HEAD, TO CONSTRUCT A SHELTER AT SUNRISE POND BASED ON A BALLPARK FIGURE BY MR. ENGLE WHICH WILL BE BASED ON SPECIFICS TO BE BROUGHT BACK TO MR. ENGLE.

MOTION PASSED 6-1 (COMMISSIONER LIVERMORE).

6. OTHER BUSINESS

Commissioner Livermore stated that there is a suggestion to gain access to a trail which will require the purchasing of a home. This will provide a shorter connection to Riverdale Station and provide a link for future trailing. This is near the corner of Wedgewood Drive and 119th. Discussion will take place at tomorrow night's Council workshop meeting. He reviewed that the neighborhood of 394 homes has about a mile trip to access Riverdale Station platform as they have to detour around the railroad. This will be a pedestrian/bike trail. He stated that he understands that the trail will go over the train track. It will connect into trails by the Vineyards. He stated that it will provide convenient and efficient access. He reported that BNSF Railroad and Met Transit are supportive of a plan. They are seeking grants from the Metropolitan Council. He stated that there is a grant being sought for a land use study for the area by Foley station. He added that this is brought up for information only.

7. ADJOURNMENT

MOTION BY COMMISSIONER SAND, SECONDED BY COMMISSIONER LIVERMORE, TO ADJOURN THE MEETING. MOTION PASSED UNANIMOUSLY. THE MEETING WAS ADJOURNED AT 8:28 P.M.

Respectfully submitted,

Gregg Engle
Parks Supervisor



Park & Rec - Regular

1.

Meeting Date: 04/02/2012

Subject: Parks Master Plan Update

From: Ryan Gunderson, Recreation Coordinator

INFORMATION:

At the March 20th City Council Work Session introductory discussions took place on the Parks and Open Space Master Plan update. Council reviewed a proposal for the make-up of the task force for the process. Council was also introduced to the concept of creating service areas for the parks system. The service area concept would create parks with amenities that serve a draw area around the park. Service areas are based on population, ward lines, and barriers such as highways, waterways, and railroads. Council was given a preliminary draft of a five area system with Crooked Lake, Lions Park, Riverview, Al Flynn, and Pheasant Ridge parks serving as area hubs. It is hoped that a final product and possible adoption of such a model would be guided by the master plan update and task force.

The council also discussed the task force which will be finalized for approval at the April 17th council meeting. The task force will consist of 16 representatives of the community and stakeholders. Here is a look at the make-up:

1. Council Rep. -
2. Parks Commission - Mike Jacobson
3. Parks Commission - Neal Livermore
4. Planning Commission - Julia Stevens
5. Arts Commission -
6. Sustainability Commission - Bob Krahn
7. School Rep. General - Kelley Scott
8. School Rep. Maintenance - Tom Redman
9. Business Rep. -
10. Business Rep. -
11. Ward Rep. -
12. Ward Rep. -
13. Ward Rep. -
14. Ward Rep. -
15. Ward Rep. -
16. Athletic Task Force Rep.

ALIGNMENT WITH STRATEGIC VISION

This item relates to the Open Space/Recreation section of the City's long term strategic vision. Establishing and funding a Park Master Plan ensures that resources are available to maintain and sustain our overall park system in a manner expected by the community.

ACTION

No action needed at this time. This is to update the parks and recreation commission on the process.



Park & Rec - Regular

2.

Meeting Date: 04/02/2012

Subject: Sunrise Pond Park Shelter Selection

From: Ryan Gunderson, Recreation Coordinator

INFORMATION:

The 2012 budget contains funds for the purchase and installation of a park shelter at Sunrise Pond Park. Staff has requested and received four bids for this project.

ALIGNMENT WITH STRATEGIC VISION

This item relates to the Open Space/Recreation section of the City's long term strategic vision. Parks and Recreation amenities add to the quality of life in Coon Rapids.

ACTION

Staff would like the commission to recommend a shelter for installation at a date to be determined.



Park & Rec - Regular

3.

Meeting Date: 04/02/2012

Subject: Arbor Day Celebration April 27th

From: Ryan Gunderson, Recreation Coordinator

INFORMATION:

In conjunction with Arbor Day, the City will sell a limited quantity of trees on a first-call, first-serve basis with a limit of two trees per Coon Rapids household. This year's trees must be pre-ordered with the City Forester. Trees are \$15-\$45 and will be available for pick up on Friday, April 27, from 9am to 1pm, at the Public Works Garage, 1831-111th Ave NW. If you cannot pick up your trees on this date and time please do not place an order. No exceptions. However, you may have a neighbor or friend pick up your order. Contact the City Forester at 763-767-6455 for [more information](#) or to place an order.

The City has also applied for and received a 100% grant from the Department of Natural Resources (DNR) for 20 trees. These 2" trunk size trees will be planted at Sunrise Pond Park this spring.

ALIGNMENT WITH STRATEGIC VISION

This item relates to the Open Space/Recreation section of the City's long term strategic vision. Trees help control pollution and help with air quality.

ACTION

The commission is asked to recommend the acceptance of the DNR grant for Sunrise Pond Park.



Park & Rec - Regular

4.

Meeting Date: 04/02/2012

Subject: Tennis Court Update/Removal

From: Ryan Gunderson, Recreation Coordinator

INFORMATION:

Staff continues to review and audit the condition of tennis courts in Coon Rapids. Through this process staff is recommending the removal of the tennis courts at Hoover Elementary School, Acorn, and Riverwind Parks. The Hoover School courts were shut down in 2008 due to conditions. Acorn and Riverwind courts have nets, but are in need of full reconstruction. Staff is will be notifying the neighborhoods around these parks of the plan and hold meetings for community response. Tennis courts will also be part of the parks master plan update taking place this year.

ALIGNMENT WITH STRATEGIC VISION

This item relates to the Open Space/Recreation section of the City's long term strategic vision. Safe Parks and Recreation amenities add to the quality of life in Coon Rapids.

ACTION

Staff would like the commission to recommend the removal of the courts and Hoover School and Riverwind Park and the notification of the Acorn Park neighborhood of intentions to remove tennis court.
