



## **PARK & RECREATION COMMISSION AGENDA**

**Monday, February 4, 2013**

**6:30 p.m.**

**Public Works**

**Conference Room**

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### **Call to Order**

### **Roll Call**

### **Adopt Agenda**

Approval of January 7, 2013 Meeting Minutes

### **Old Business**

#### **6. New Business**

1. Parks Master Plan Update - Neighborhood Parks

#### **7. Other Business**

### **Adjourn**



**Park & Rec - Regular**

**Meeting Date:** 02/04/2013

**SUBJECT:** Approval of January 7, 2013 Meeting Minutes

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**Attachments**

Jan2013Minutes

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COON RAPIDS PARK & RECREATION COMMISSION MEETING MINUTES OF  
MONDAY, JANUARY 7, 2013

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The regular meeting of the Parks & Recreation Commission was called to order on January 7, 2013 at 6:30 P.M. in the Public Works Conference Room.

Members Present: Commissioners Tim Arntson, Mary Lou Hecht, Mike Jacobson, Gen Sand, Ryan McAlpine (arrived at 6:36 p.m.), Neal Livermore and John Angell.

Members Absent: None.

Also Present: Gregg Engle, Parks Supervisor, and Ryan Gunderson, Recreation Coordinator.

1. ROLL CALL

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Gregg Engle acknowledged roll call. New Commissioner John Angell was introduced.

2. APPROVAL OF THE JANUARY 7, 2013 AGENDA

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MOTION BY COMMISSIONER SAND, SECONDED BY COMMISSIONER LIVERMORE, TO APPROVE THE JANUARY 7, 2013 AGENDA AS SUBMITTED. MOTION PASSED UNANIMOUSLY.

3. APPROVAL OF THE MINUTES

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A. APPROVAL OF THE NOVEMBER 5, 2012 MINUTES

MOTION BY COMMISSIONER LIVERMORE, SECONDED BY COMMISSIONER HECHT, TO APPROVE THE NOVEMBER 5, 2012 MEETING MINUTES AS PRESENTED. MOTION PASSED 5-0-1 (COMMISSIONER ANGELL ABSTAINED).

B. APPROVAL OF THE DECEMBER 3, 2012 MINUTES

MOTION BY COMMISSIONER HECHT, SECONDED BY COMMISSIONER SAND, TO APPROVE THE DECEMBER 3, 2012 MEETING MINUTES AS PRESENTED. MOTION PASSED 4-0-2 (COMMISSIONERS LIVERMORE AND ANGELL ABSTAINED).

4. OLD BUSINESS

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None.

6. NEW BUSINESS

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A. 2013 Budget and projects.

Mr. Engle noted on the handout, item 510 for 2013 includes are amended budgets. He reviewed that tomorrow night they are asking City Council for an increase in the budget. He commented for projects they will consider completing Sunrise Pond Park this year. He asked that money be allocated for this. He recommended putting in irrigation, establishing soils, building a shelter and adding a small basketball court. He noted that the county had done some construction on 242, which resulted in removing some trail area. He explained that the county will be replacing this. He reviewed that this project is budgeted for \$250,000.

Commissioner McAlpine arrived at 6:36 p.m.

Commissioner Livermore asked about adding in trees. Mr. Engle stated that the area is sandy and the soil needs to be stabilized.

Mr. Engle commented that Councilmembers are suggesting that the budget should be increased to handle maintenance due to the bond referendum being presented.

Mr. Gunderson stated that any decisions made tomorrow night will be reflected in the 2014 budget.

Mr. Engle added that there are six eroded areas on the Sand Creek trail, which should be addressed. He explained that \$100,000 is budgeted for trails. He suggested presenting cost projections in March for the park off Olive and Sand Creek Drive.

Commissioner Livermore advised adding the trail by Anoka Ramsey as it has been suggested before. He noted that there are many potholes. Mr. Engle agreed that the money allocated for trails could be spent quickly on the projects they anticipate.

Commissioner Livermore recommended looking at the skate parks. He asked if more money is available for the bridge at Lions Park. He commented that the money for Sunrise Pond is steep. He suggested spending \$150,000 at Sunrise Pond this year and to spend the rest somewhere else.

Commissioner Hecht suggested adding a Riverview skate park.

Mr. Gunderson commented that he has participated in meetings regarding park planning. He added that the next city newsletter lists the referendum in a front-page article. He noted that parks and community facilities are tied together and share interests.

Chairman Arntson reviewed that the two projects are Sunrise Pond and trails. Mr. Engle stated that these are his ideas and he would like Commission feedback so he can do research for these projects before the next meeting.

Chairman Arntson commented that money should not be put into parks while the Cornerstone Park idea is being addressed. He suggested considering putting the money toward all trails to repair them.

Commissioner Jacobson commented that the neighborhood park concept has not been well defined yet. He asked what it would look like if the referendum passes. He suggested that at a minimum they should have a playground and connected trails.

Mr. Gunderson stated that Cardinal Woods Park has a small playground and he heard a comment that no one uses this park. He clarified that park use being high or low is based on the observer's impression. He agreed that each neighborhood park should have a playground.

Mr. Engle stated that a neighborhood park focus is passive use and not active. He read the description.

Chairman Arntson asked if Peppermint Stick Park would compete on a usage basis with Sunrise Park. He noted that about every eight years people move although he sees families stay in a neighborhood with the next generation buying the parent's home.

Mr. Gunderson stated that Anoka Hennepin keeps daycare data and over the years more information is available. He stated that the city has a lot of information available as well for review.

Commissioner Livermore recommended having a park playground estimate available so it is understood what they are asking for. Chairman Arntson recommended putting Sunrise Park, Vineyard and another on the request so they can discuss approval for replacing them.

Commissioner Livermore suggested asking for an additional \$70,000 so they can support allocated money for Sunrise Pond but also cover the replacement cost for playground equipment at Vineyard Park and another location. Mr. Engle offered to bring shelter options for discussion too.

Mr. Gunderson suggested developing a template of each neighborhood park so they can refer back to what has been done. He suggested using this as a framework.

Commissioner Hecht added that the community will be concerned with the cost of the referendum proposal but should support it when they realize it will cost a smaller amount per household. Commissioner Jacobson stated that the public does not understand about the master plan and it will be their purpose to explain this next summer. He noted that trails should have more attention in their planning because of soil correction issues. He explained that this ends up costing a lot of money when you consider engineering costs,

runoff issues and potentially adding root barriers. He recommended putting money in where safety issues need to be addressed.

Commissioner Livermore suggested that while they are waiting for the referendum to pass they could spend money in nontraditional ways such as addressing trails. He advised getting numbers on Sunrise. He noted that Council wants to know specifics of where money will be spent. Chairman Arntson stated that he is encouraged that additional money may become available for maintenance for the referendum projects.

Commissioner Jacobson stated that when studies are done trails come in as a top priority. He suggested that they could easily spend the entire budget on trails as they can be very expensive.

Commissioner Livermore reviewed that there is a proposed trail under the tunnel. He asked if it would be paid for by the county or if it is on hold. Mr. Engle explained that the county will be addressing this.

Mr. Engle stated that this is intended to start a dialogue. He commented that Lions Park walking loop may need to be closed down as it has been repaired often and is now very bad. He explained that a few tennis courts have already been shut down. He added that next month he will have rough estimates to continue with.

Mr. Gunderson stated that for an adult athletic report he has maxed out field use. He reviewed that this year he will eliminate single games as double headers are far more preferred. He noted that weekend youth tournaments are prevalent. He added that he will start a beanbag league this summer. He commented a few years back parks brought in \$17,000 to \$20,000 in revenues overall but it is now up to \$130,000. He explained that he has received calls for teams that would pay to play on their fields. He noted the beanbag tournament would be at Al Flynn or in a nice hockey rink if it has good turf. He stated that softball brings in the most money. He explained that he tried to hold broomball but to cover costs it would be around \$500 a team, which is more than teams are accustomed to paying. He stated that he would look at other options to offer next year. He reiterated that tomorrow the supervisory position will be discussed for approval. He noted that this would be part of the 2014 budget process.

Chairman Arntson asked if a program list has been provided. Mr. Gunderson stated that the programming is not necessarily the focus. He noted that coordinating is a significant factor. He reviewed that working with the athletic organizations, coordination, and program development are part of this position, but staff organization is key factor.

Commissioner Jacobson asked about the Arts Commission being part of this position. Mr. Gunderson stated that it could be. He explained that he has had an increased number of groups coming to him looking for assistance in coordinating. He stated that Snowflake

Days is an example. He noted that next year is the 50<sup>th</sup> anniversary and he has been approached for help. He added that July 4 creates the same issue.

Commissioner Jacobson stated that this Commission has always supported the creation of a recreation department and a recreation coordinator. He noted that there are cities with a few thousand people who have a recreation department. Mr. Gunderson recommended developing the programs so they are supported when the amendment is presented. He noted that there is momentum for 2014 but things need to start being prepared in 2013.

Commissioner Livermore asked about the work session meetings and whether two more have been planned. Mr. Engle stated that this is his understanding.

Commissioner Livermore stated that there is a plan to discuss the comprehensive plan but then to come back and review the budget to work on it further. He commented that the referendum will be voted on this fall but the plans have not been approved yet. Mr. Engle commented that more specific definition of cornerstone and neighborhood parks needs to be completed.

Commissioner Livermore expressed concern that the park tiers will not be approved as it has not been supported and defined. He stated that the skateboard park has not been discussed. He asked if tier 1, 2 and 3 need to be evaluated or redefined so they can be approved by Council. He suggested that residents should have all three defined so they can be supported. He commented that Council will state what they do not want but has not decided what they do want. He asked that parks which Council deems important need to be defined versus what the Park and Recreation Commission have defined as a priority for the last ten years needs to be discussed. He advised that Council decide which parks they do want. He reviewed that the Park and Recreation Commission has detailed information to help in this decision. He asked if the Councils work sessions includes the neighborhood parks that the Park and Recreation Commission needs to discuss their decisions on so they can move forward. He recommended that they make motions to move things forward.

Commissioner Jacobson stated that this is why the tiers need to be determined. Commissioner Livermore explained that discussing which parks have which amenities such as splash pads is holding up the overall process. He noted that tier 1 is \$100,000 for trails and a cornerstone park. He recommended that a vote be taken confirming what each tier contains. He stated that this would create a guiding point to move forward with.

B. Set 2013 meeting dates.

Mr. Gunderson stated that they will meet the first Monday of the month. He reviewed they will have a park tour in the spring. He reviewed that last year two Councilmembers attended and it was their best year. He commented that they have a meeting scheduled

for July 1. Chairman Arntson suggested keeping that date and seeing what happens closer to it.

Mr. Gunderson asked with the additional planning meetings do the Commission meetings still need to take place.

The Commission discussed holding their meetings at various locations either each month or quarterly. Summer park meetings were suggested. There was discussion regarding inviting other Commissions to attend their meeting such as the Arts Commission and the Sustainability Commission.

Mr. Engle reviewed the list of what was cut from funding in 2009. He explained that there is an itemization which he prepared. He explained that they will discuss raising the 2014 budget back to these levels. He reviewed increased funding for fertilization, seasonal help and tree trimming as priorities for reinstating. He explained that there have been a lot of storms affecting the trees.

Mr. Gunderson commented that the seasonal help gave better input about park use and provided evening help. Mr. Engle stated that he has a cleaning crew but they only help with turning on field lights if they have to. He explained that there are union issues with the park patrol. He asked for a minimum of four more seasonal help. This would add another team to provide help for what is not getting done.

## 8. ADJOURNMENT

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MOTION BY COMMISSIONER HECHT, SECONDED BY COMMISSIONER MCALPINE, TO ADJOURN THE MEETING. MOTION PASSED UNANIMOUSLY. THE MEETING WAS ADJOURNED AT 8:07 P.M.

Respectfully submitted,

Gregg Engle  
Parks Supervisor



## **Park & Rec - Regular**

**1.**

**Meeting Date:** 02/04/2013

**Subject:** Parks Master Plan Update - Neighborhood Parks

**From:** Ryan Gunderson, Recreation Coordinator

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### **INFORMATION:**

#### **INTRODUCTION**

On November 27, 2012 Council held a work session to discuss the Coon Rapids Parks, Trails and Open Space System Plan Update. The consensus of the Council was to move ahead with a portion of the recommended improvement program for the City's park and trail system and schedule a referendum to allow voters to decide on the project in the fall of 2013.

Following the November 27, 2012 work session, staff met with Decision Resources, the public opinion survey firm we have historically used for our community surveys. Decision Resources felt strongly that prior to proceeding with a referendum, the City should conduct a specific park survey regarding possible support for the referendum. This should be done in late spring of 2013 if Council wishes to proceed with the referendum in the fall of 2013. Decision Resources has had a very good track record of predicting the success of referendums based on their survey. They suggest that the most important elements of a successful referendum include the following:

- Providing "something for everyone" (i.e., park improvements in all sections of the community, trail improvements, active recreational facility improvements, open space, etc.)
- Being "affordable" in the citizen's viewpoint (i.e., tax increase tolerance)

Decision Resources notes this survey would be a valuable tool in allowing the City Council to make a decision as to whether or not to proceed with the referendum. Decision Resources suggested the following action steps if Council wishes to proceed with the referendum in the fall of 2013:

June - March 2013 Intense communications program including newsletter articles, newspaper articles, television interviews, website information, and other broad based communications outreach tools

April 2013 Community survey

May 2013 User group and support group organized, assuming positive feedback from survey

June - October 2013 Intense public relations outreach activities from user groups and target referendum supporters

November 2013 Referendum

#### **DISCUSSION**

At the January 15, 2013 session, Council reiterated their support for moving forward with the referendum process. Council has recommended the following: Sand Creek Athletic Complex, Riverview, and a new park on the Boulevard, near the Ice Center, are a priority. A desire to shift the focus from Crooked Lake Park to more community or neighbor parks was recommended, as well as a dog park and trail needs. Lastly, the Council is asking the Parks and Recreation Commission to provide a priority list of three neighborhood parks for consideration.

## **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 update ensures that resources are available to maintain and sustain our overall parks system for use by the community.

## **RECOMMENDATION**

Staff and Council asks the Commission to discuss the referendum and provide 3 neighborhood parks to be included in the improvement program.

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