



PARK & RECREATION COMMISSION AGENDA
Monday, December 12, 2016
6:30 p.m.
Public Works
Conference Room

Call to Order

Roll Call

Adopt Agenda

Approval of November 14, 2016 Meeting Minutes

Old Business

New Business

1. 2018 Parks Bond Project Update

Other Business

2. Recreation Updates: Recreation Coordinator, Ryan Gunderson
3. Parks Misc. Updates: Parks Superintendent, Gregg Engle
4. 2017 Meeting Dates

Adjourn



Park & Rec - Regular

Meeting Date: 12/12/2016

SUBJECT: Approval of November 14, 2016 Meeting Minutes

Attachments

November2016

COON RAPIDS PARK & RECREATION COMMISSION MEETING MINUTES OF
MONDAY, NOVEMBER 14, 2016

The regular meeting of the Parks & Recreation Commission was called to order on November 14, 2016 at 6:30 p.m. in the Public Works Conference Room.

Members Present: Chair Tim Arntson, Commissioners Mike Jacobson, Neal Livermore, Tim Matsche, Ryan McAlpine, and Gen Sand

Members Absent: Commissioner Valerie Weaver

Also Present: Ryan Gunderson, Recreation Coordinator
Gregg Engle, Parks Supervisor
Mark Hansen, Assistant City Engineer
Alex Wiebe, City Civil Engineer
Diana Wyvell, CR Lyons

ROLL CALL

Chair Arntson acknowledged roll call.

1. APPROVAL OF THE NOVEMBER 14, 2016 AGENDA

MOTION BY COMMISSIONER SAND, SECONDED BY COMMISSIONER MCALPINE, TO APPROVE THE NOVEMBER 14, 2016 AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

2. APPROVAL OF PAST MINUTES

MOTION BY COMMISSIONER JACOBSON, SECONDED BY COMMISSIONER SAND, TO APPROVE THE OCTOBER 10, 2016 MEETING MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY. LIVERMORE AND MCALPINE ABSTAINED.

3. OLD BUSINESS

A. 2017 Proposed Park Bond Trail Projects Presentation

Assistant City Engineer Mark Hansen from the City engineering staff presented an updated on the parks bond trail projects for 2017. City Civil Engineer Alex Wiebe was also present. An introduction was presented at a previous meeting and further detail is available for discussion.

The following proposed trail segments are proposed for 2017 construction:

1. Wilderness Trail extension from Avocet Street to Bunker Hills Park.

Mr. Hansen reviewed in 2015 the Wilderness Trail was extended and connected to Avocet Street. This construction was funded with a grant from the DNR. The proposed trail segment will continue from Avocet Street to Bunker Hills Park. There will be no impact on some rare plants to the west. This will be a 10-foot paved trail. Discussions will be held with Anoka County regarding some cost sharing. The trail will be 50-60 feet from the railway. Commissioner Jacobson noted there is a pipeline concern in this area and Mr. Hansen stated they are working with the utility company. Commissioner Livermore asked there be a Y intersection at the north and south ends of the trail and he would like to see that added to the design. This would be easier for the flow of biking and would add visibility and safety. Mr. Hansen stated he will review with Anoka County.

2. Coon Rapids Boulevard Extension from east of Coon Rapids Boulevard to west of Foley Boulevard.
3. Coon Rapids Boulevard from Hanson Boulevard to Egret Boulevard and then to Coon Rapids Dam Regional Park.

Mr. Hansen indicated the area of the trail on a map. The existing trail is in very poor shape. The trail would be re-surfaced, replace the retaining walls with a more durable retaining wall system. A bus stop needs to be relocated. A new trail system would be put on the east side. Impact to the wetland will be avoided. The chip trail would be paved near Egret. Commissioner McAlpine asked if it could continue south to 99th Avenue. There is a very narrow sidewalk in that area. Mr. Wiebe stated that could possibly be looked at in the future. Commissioner Livermore suggested a solution would be for the County to pave the walkway. Mr. Hansen noted this is part of the Coon Creek Regional Trail System. Commissioner Jacobson noted there may be a maintenance facility constructed off Egret.

Mr. Hansen noted Coon Rapids Blvd Extension from the railroad tracks east past 99th and over to Foley is another segment that has been requested. There are challenges in working with the railroad. There is also a proposed development that will bring an opportunity to redo the trail in the area near the service road. There are also significant utility impacts and the ditch. There would be easements over private property to make the trail wide enough. The proposal would be to do an on-street painted trail. The wetland area would be avoided. Commissioner McAlpine asked if the rubber stick type separators could be used if on-street trail were used. Maintenance may have some issues with those. Commissioner Livermore suggested other types of lane marking options. Mr. Hansen stated curb and gutter with the trail behind would be the only option other than on-street painted trail. Mr. Hansen suggested he come back to a future meeting with some more detailed options and creative ways to fix the asphalt.

Commissioner Livermore asked about the railroad tracks. Mr. Hansen stated the bridges are 100 years old and the railroad says they are in perfectly good shape. Nothing could be done with the grades.

Mr. Hansen stated there is an annual trail maintenance program. Permits are needed if working in the railroad right-of-way and insurance needs to be purchased. Some contractors work with the railroad often and could possibly do some work there.

The funding will come primarily from referendum dollars with some cost participation (to be negotiated) from Anoka County Parks.

Mr. Engle stated it is very difficult to keep up with the trail maintenance. There are \$424,000 in trail maintenance that needs to be done. This amount is included in the 2017 budget. This includes Marshland Trail, Epiphany Ponds Trail, Wintercrest Trail and Drainage, Mercy Park Trail, Woodview Park is completed, Bison Creek Park Trail, Wildwood, and Prairie Oaks Park Trail. The fogging technology may be utilized.

B. Boulevard Park Splash Pad Naming Discussion

Mr. Gunderson reviewed based upon Council discussion at the October 25, 2016 work session, staff has developed a revised concept, updated construction estimate and various images for Blvd Park. Due to dated estimates from 2012 and the scope of the project, the estimated cost is \$200,000 over budget.

The original estimate was \$600K and approximately \$75K was used on grading, concrete, turf establishment, etc. in advance of the 4th of July celebration on the site. Additionally, the scope of improvements has changed over time and the budget was in 2012 dollars (construction costs have increased since then). After much review and discussion on the concept plan to date, staff believes the concept provided meets the goals of both the Park and Recreation Commission and City Council. The problem is that the price tag doesn't match the previous budget. If this space will indeed be the community gathering area we anticipate and the desires are for new amenities that aren't available elsewhere in the City (splash pad, more than a neighborhood park play equipment, etc.) then this is the cost of such a park.

The cost overruns could be covered by either park dedication from the adjacent Sr. apartments, redirecting misc. park and trail dollars from the 2017 Park Improvement Fund, seeing where the new concepts and estimates are when we complete updated concepts for the remaining referendum parks in early in 2017, or the potential for additional grant funding from local banks/businesses (or a combination of all of these in some fashion). Staff is currently in the data gathering phase for Lions, Crooked Lake and Riverwind and intend to have updated concepts for public meetings next year. Based upon those meetings and further Council discussion, those parks could change in scope and cost potentially freeing up some money that could be re-directed to this project. The new senior apartments paid approximately \$212,000 in park dedication for their project, which is currently not earmarked for any particular project. There is currently \$200,000 contained within the 2017 Park Improvement Fund for misc. park and trail improvements. These dollars have been used the past several years for neighborhood park investments that were not included in the referendum (Peppermint Stick, Sunrise Pond,

Woodview and Hoover Parks); should Council tap into all this money it would mean no neighborhood park projects for 2017.

In looking at the estimate staff could remove approximately \$110,000 for picnic tables, trash receptacles, trees, flagpoles and trails. These items could be handled by various other park accounts, possible partnerships with Recycling and self-performing. Staff proposes the use of \$100,000 from the misc., trail fund in 2017 to cover some of the concrete and trail components, work with the City Recycling Coordinator on the picnic tables and trash receptacles and the City Forester on the annual boulevard tree program. Staff also has partnerships with some of the local veteran's groups for flag poles, and continues to look into the possibility of potential funding grants from local banks on the splash pad as well. The balance could come from the park dedication or a potential grant.

Mr. Engle stated GameTyme is offering a discount for playground equipment. Some very nice equipment can be purchased for a good price. The Park and Recreation Commission is requested to look at the preliminary play area concept plan. This will go before Council tomorrow evening. The deadline for ordering is also tomorrow 11/15/16. The plan has been reconfigured. Mr. Engle stated in working with WSB the splash pad could not be moved to the west. The proposed location will have direct sun in the afternoons. Commissioner Livermore stated Council will be given three choices and referendum dollars will not be one of the choices. The concept can still be tweaked. The consensus of the Commission was to go above and beyond the budget without using referendum funds.

Commissioner McAlpine asked about turf and irrigation and Mr. Engle stated this area will be irrigated. This budget does not include the boulevard sign or lighting. The trail along Walgreens to 111th is included in the budget.

The sailcloth canopies are included and the plan would be to remove the canopies during the winter.

MOTION BY COMMISSIONER LIVERMORE, SECONDED BY COMMISSIONER SAND, TO APPROVE THE PLAYGROUND EQUIPMENT PURCHASE AND NOTE THE COMMISSION IS IN FAVOR OF USING PARK DEDICATION FEES FOR THE EXCESS FUNDS NEEDED RATHER THAN REFERENDUM FUNDS.=. MOTION PASSED UNANIMOUSLY.

Mr. Engle introduced Samantha Zander who was in attendance at the meeting. The City will look at obtaining grant monies and donations for benches, memorial, etc. at the splash pad. Mr. Engle will continue to work with the Zanders to see what can be done. Ms. Zander will handle the writing of the grants with input from City staff. Ms. Zander stated it is good for the community and she would invite some news organizations. The grants need to be applied for in March 2017. Mr. Gunderson stated the naming right can be designated for a certain number of years.

4. NEW BUSINESS

None.

5. OTHER BUSINESS

A. Recreation Misc. Updates

Mr. Gunderson reviewed the second park brochure will be developed and will go out in the spring. He asked the Commission what other amenities should be highlighted in the brochure. The suggestion to give trail updates, park updates, pickle ball, disc golf, a list of parks and map showing locations, the grid showing park amenities, and park spotlight in the City Newsletter. A new street and trail map is being developed. The website continues to be updated. Woodview would be a good one to highlight. The fee structure for facility rentals is going before Council for approval. There will be a work session to discuss the Teen Center and Riverwind Building on November 29th. Monies have been put in the budget for summer programming. The City will work with the YMCA and Community Education to run a summer playground program at Sand Creek and Riverview next summer. The City will also be working with Youth First for a teen program which could be done in the Middle School and the High School. Community Education will also be submitting a proposal for summer programs. There will be three warming houses and interviews and offers have been done for the positions. The warming house attendants will be paid \$10.00/hour. The Gateway Visitor's Bureau has now hired a position to handle sports events in the area. Coon Rapids will work with them on bringing some tournaments to Coon Rapids.

B. Park Updates

Mr. Engle stated \$12/hour will be starting pay for seasonal employees next year.

The disc golf course is done and a tournament will be held over Thanksgiving. The MN Disc Golf Association put in all the baskets and extra anchors on the course with 13 volunteers. The signs need to be installed. Some garbage cans have been installed. The Tee boxes will be put in next summer and the Disc Golf Association will assist with this. Three small pedestrian bridges need to be put in.

Sand Creek roofing issues have been taken care of. The trails have been paved. Peterson is currently doing the punch list. CRAA is finishing up the shed and construction will begin on the maintenance shed this week. The building is being worked on. The playground equipment should be installed by next week. Extra drain tiles needed to be put in. The hockey rink has been ordered and is the same as the one at the ice arena. It should be delivered early next year and it will be installed as soon as possible. Meeting was held with Musco and all lights have been tested. There are issues with the skateboard park. The electric is in for the monument sign.

For 2017 in the budget for misc. park improvements, a playground audit was done and the soccer complex playground was the worst one in the system. Mr. Engle provided a drawing of the playground plan for Commission review. This will go before Council tomorrow evening for approval. Any leftover monies will be used in Vineyard Park for the tennis court and playground borders.

Commissioner Livermore asked for accounting on what has been spent on referendum dollars for the next meeting. Mr. Gunderson stated there is \$2.4M remaining. Mr. Engle stated concepts are being worked on for three parks to be done next year.

Chair Arntson stated he would like to keep the stone work as the entrance at Riverwind. This was the consensus of the Commission.

6. ADJOURNMENT

MOTION BY COMMISSIONER LIVERMORE. SECONDED BY COMMISSIONER SAND, TO ADJOURN THE MEETING. MOTION PASSED UNANIMOUSLY. THE MEETING WAS ADJOURNED AT 8:30 P.M.

Respectfully submitted,

Ryan Gunderson
Recreation Coordinator

Drafted by:
Debbie Wolfe
TimeSaver Off Site Secretarial, Inc.



Park & Rec - Regular

1.

Meeting Date: 12/12/2016

Subject: 2018 Parks Bond Project Update

From: Ryan Gunderson, Recreation Coordinator

Staff will present updated concepts for Crooked Lake and Riverwind Parks for 2018 redevelopment. These updates are based on commission and staff comments from original concepts since 2012. The concepts also take into account the desire for pickleball and a potential building at Riverwind Park based on Council discussion this fall.

Staff plans to take these concepts to a public neighborhood meeting on January 9th, 2017 to get public input.



Park & Rec - Regular

2.

Meeting Date: 12/12/2016

Subject: Recreation Updates: Recreation Coordinator, Ryan Gunderson

From: Ryan Gunderson, Recreation Coordinator



Park & Rec - Regular

3.

Meeting Date: 12/12/2016

Subject: Parks Misc. Updates: Parks Superintendent, Gregg Engle

From: Ryan Gunderson, Recreation Coordinator



Park & Rec - Regular

4.

Meeting Date: 12/12/2016

Subject: 2017 Meeting Dates

From: Ryan Gunderson, Recreation Coordinator

Meeting Dates for 2017 Parks & Recreation Commission: Second Monday of each month.

January 9th: Proposed Neighborhood meeting at City Hall

February 13th

March 13th

April 10th

May 8th: Annual Park Tours

June 12th

July 10th

August 14th

September 11th

October 9th

November 13th

December 11th
