



PARK & RECREATION COMMISSION AGENDA

Monday, April 8, 2024

6:30 p.m.

Public Works

Conference Room

Call to Order

Roll Call

Adopt Agenda

Approval of March 2024 Meeting Minutes

Old Business

1. Al Flynn Park Update

New Business

2. 2025 Park and Trail Project Budget Discussion

Other Business

3. Misc. Park Maintenance Updates
4. Recreation Updates for April 2024

Adjourn



Park & Rec - Regular

Meeting Date: 04/08/2024

SUBJECT: Approval of March 2024 Meeting Minutes

Attachments

March2024Minutes

COON RAPIDS PARK & RECREATION COMMISSION MEETING MINUTES OF MONDAY, MARCH 11, 2024

The regular meeting of the Parks & Recreation Commission was called to order on MARCH 11, 2024 at 6:30 p.m.

Members Present: Commissioners Neal Livermore, Bill Reichenborn, and Grace Baehren,
Members Absent: Wade Demmer and, & Ryan McAlpine

Also Present: Gregg Engle Parks Superintendent and Ryan Gunderson Recreation
Supervisor

ROLL CALL

Neal Livermore acknowledged the roll call.

1. APPROVAL OF THE MARCH 2024 AGENDA

AGENDA APPROVED

2. APPROVAL MEETING MINUTES

APPROVAL of FEBRUARY 2024 MINUTES.

3. OLD BUSINESS

A. Al Flynn Park Update

City staff met in work session with City Council on February 26th to discuss the Al Flynn park playground project. The City has funded \$300,000 for the project. Staff presented to Council a project that would require additional funding and to seek funding through the MN DNR recreation facility grant program. Council approved of the concept that is accessible and included poured in place rubber surfacing and applying for the grant. Staff submitted the draft application on February 29th and will submit the final application on April 1st. If awarded, the grant would be a match to the \$300,000 City match and would allow for a \$600,000 project to be completed by the end of 2026. If rejected, staff will work with City Council on options for additional funding in future budgets.

4. NEW BUSINESS

NONE

5. OTHER BUSINESS

A. Misc. Park Updates for March 2024

- Mercy Park: Allina Health is looking to secure funds for Phase 2. City does not have funds to contribute to this phase at this time.
- Moor Park: 3 Contractors submitted proposals to discuss

- Trail Improvements: Our annual trail reconstruction project is also out for bids – improvements include reconstruction of the trail along the east side of Round Lake Blvd from the RR bridge north to Main Street, reconstruction of the trail along the BNSF single track from Sand Creek north to 121st Avenue (includes adding a pedestrian crosswalk), and reconstruction of the trail along Coon Rapids Blvd Extension from the MCES lift station to Sycamore Street. Bids will be received for this project on March 22. We plan to overlay the 90th Avenue trail connection to Adams Elementary school as part of nearby work taking place with our street reconstruction project.
- Coon Creek trail: Project is now out for bids. Bid opening for that project is scheduled for March 22.
- Park Comprehension Plan discussion: A neighborhood park survey is now online and was promoted in the Park and Rec. brochure. Some responses have already been submitted. Review of park evaluation for staff and commission.
- Seasonal and temporary employee recruitment updates.
- Soccer light poles and foundations being evaluated
- Riverwind basketball court paint update
- Skate Park needs at Sand Creek to replace pump track.

B. Recreation Updates for March 2024

- Parks and Recreation brochure arrived in home over the weekend of March 1st. Online registration coincided with the brochure arriving in homes.
- Garden plots again filled up quickly after most gardeners returned from the past. We have a waiting list of over 10 at this time.
- Pickleball courts have been open and being used. Our policy is to leave nets up year-round and lock the gates when there is snow covering the courts.
- Field schedules are being made and crews are preparing for an early season of field use.
- The Youth First Mayor's Prayer breakfast is on May 3rd and is the 30th Anniversary of the event, which raises funds for the program.
- Farmers Market is expanding with the City coordinating additional vendors. Vendors can sign up for which markets they want to attend.
- Tree and plant sales are open and available for purchase through the City registration program. Sales close on the 30th of April.
- City is hiring for a number of positions including the FT Facility Coordinator at the Civic Center.

6. ADJOURNMENT

MEETING WAS ADJOURNED at 7:45pm

Respectfully submitted,

Ryan Gunderson

Recreation Supervisor



Park & Rec - Regular

1.

Meeting Date: 04/08/2024

Subject: Al Flynn Park Update

From: Ryan Gunderson, Recreation Supervisor

INTRODUCTION

Staff completed the final grant application for the 2024 Outdoor Recreation Grant program. It was submitted by the April 1st deadline and awards for the grant should be out in June. If awarded the grant the playground project is needed to be completed by the end of the 2026 construction season. If denied, the City will look for other options to complete the work going forward.

DISCUSSION

RECOMMENDATION



Park & Rec - Regular

2.

Meeting Date: 04/08/2024

Subject: 2025 Park and Trail Project Budget Discussion

From: Ryan Gunderson, Recreation Supervisor

INTRODUCTION

DISCUSSION

RECOMMENDATION



Park & Rec - Regular

3.

Meeting Date: 04/08/2024

Subject: Misc. Park Maintenance Updates

From: Ryan Gunderson, Recreation Supervisor

INTRODUCTION

Misc. Park Maintenance Update for April 2024

- The Coon Creek trail and the miscellaneous trail reconstruction projects were awarded by Council on April 2nd. Staff will be working with the contractors to determine construction schedules. No work will take place at least until after June 1.
- Soccer Complex field lighting project update
- Moor Park Court renovations update

DISCUSSION

RECOMMENDATION



Park & Rec - Regular

4.

Meeting Date: 04/08/2024

Subject: Recreation Updates for April 2024

From: Ryan Gunderson, Recreation Supervisor

INTRODUCTION

Recreation Updates for April 2024

- Softball registration is closed and leagues are being finalized and scheduled. The league has about 56 teams, which is similar to past years.
- The Recreation Facilities Coordinator, Lori Anderson, will be retiring on April 30th after 11+ years working at the City. The hiring process is taking place at this time.
- Staff for Rec on the Spot are hired and ready for the program this summer.
- The City relaunched its sponsorship program and early results have been successful in new business engagement in the community.
- The City has updated the agreement with the North Star Lions for concessions service at Sand Creek Park.
- The City has signed a MOU with the Coon Rapids Community Strength Foundation for event partnerships going forward.
- The annual tree and plant sale is ongoing with orders closing on April 30th.

DISCUSSION

RECOMMENDATION
