

City of Ramsey
Agenda
Park and Recreation Commission
Thursday October 13, 2011
6:30 pm
Council Chambers, 7550 Sunwood Drive NW

1. **Call to Order**
2. **Citizen Input**
3. **Approve Agenda**
4. **Approve Minutes**
 1. Approve Park and Recreation Commission regular meeting minutes dated August 11, 2011
5. **Commission Business**
 1. 2012 – 2016 PARKS FIVE-YEAR CAPITAL IMPROVEMENT PLAN
6. **Commission/Staff Input**
7. **Adjournment**

Park and Recreation Commission

4. 1.

Meeting Date: 10/13/2011

By: MaryJo Warner, Engineering/Public Works

Title:

Approve Park and Recreation Commission regular meeting minutes dated August 11, 2011

Background:

n/a

Notification:

Observations:

Funding Source:

n.a

Staff Recommendation:

Commission Action:

Motion to approve Park and Recreation Commission meeting minutes dated August 11, 2011.

Attachments

Minutes 08.11.11

Form Review

Inbox
Brian Olson

Reviewed By
Brian Olson

Date
10/06/2011 01:58 PM
Started On: 10/04/2011 03:12 PM

Form Started By: MaryJo Warner

Final Approval Date: 10/06/2011

**PARK AND RECREATION COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey Park and Recreation Commission conducted a regular meeting on August 11, 2011, at Sunfish Lake Park, Ramsey, Minnesota.

Commission Members Present: Chairperson Melody Shryock
 Vice Chair Angela Olsen
 Commissioner Bridgett Barr
 Commissioner Shane Bennett
 Commissioner Richard Chubb
 Commissioner Andrew Fyten
 Commissioner David Minke

Commission Members Absent: none

Also Present: Parks Supervisor Mark Riverblood

CALL TO ORDER

Chairperson Shryock called the Park and Recreation Commission meeting to order at 6:30 p.m.

CITIZEN INPUT

A resident, Morna Paul who stated she lives off of Sunwood Drive and 147th stopped by the meeting just as it was adjourning at 7:18 pm to comment to the Commission that she walks the trail system around the Sunfish Lake Park everyday and she really loves it and she also likes the addition of the canoes and kayaks even though she has not used them yet.

APPROVE AGENDA

Motion by Commissioner Fyten, seconded by Commissioner Barr to approve the Park and Recreation Commission meeting agenda for the meeting dated August 11, 2011 as presented.

Motion carried. Voting Yes: Chairperson Shryock, Commissioners Barr, Bennett, Chubb, Fyten, Minke and Olsen. Voting No: None. Absent: None

APPROVE MINUTES

Motion by Commissioner Bennett, seconded by Commissioner Fyten, to approve the following Park and Recreation Commission Regular Meeting Minutes:

- 1) Park and Recreation Commission Regular Meeting Minutes dated July 14, 2011.

Motion carried. Voting Yes: Chairperson Shryock, Commissioners Barr, Bennett, Chubb, Fyten, Minke and Olsen. Voting No: None. Absent: None.

COMMISSION BUSINESS

Case #5.1: Recommend Approval of 2011 Park's Capital Improvement – Central Park's Parkway

Parks Supervisor Riverblood reviewed the design illustrating the proposed parkway and parking improvements.

Commissioner Barr asked how come it is such a price increase.

Park Supervisor Riverblood responded the \$135,000 was just an estimate, you have to begin somewhere then you get into the schematic design where you are actually able to measure the concrete curb and gutter.

Chairperson Shryock commented to this that it also looks like you have a little bit more parking also.

Commissioner Chubb asked would the street be two way.

Parks Supervisor Riverblood responded no, that is why there is a turnaround. This eliminates traffic in a number of ways.

Commissioner Chubb asked is this going to create people looking for parking spots up at the turnaround.

Chairperson Shryock responded the main concern is the kids conversing back and forth between the fields, and with traffic going one direction will eliminate some of the conflict.

Motion by Commissioner Barr, seconded by Commissioner Bennett to recommend \$250,000 of park trust fund be allotted for Capital Improvement Plan for Central Park.

Motion carried. Voting Yes: Chairperson Shryock, Commissioners Barr, Bennett, Chubb, Fyten, Minke and Olsen. Voting No: None. Absent: None.

Case #5.2: Trail Planning – Recommend Future Park Land Dedications West of Mississippi West Regional Park

Parks Supervisor Riverblood reviewed in his staff report that the purpose of this case is to formally recommend that a part of the park dedication of for whatever future development of Outlot A of 2 acres that is the property owned by Hope Fellowship Church that park dedication be satisfied by a land dedication that is shown in two corners as shown in the exhibit.

Commissioner Chubb asked where does the trail go now.

Parks Supervisor Riverblood outlined where the existing trail was and how it followed down to the river and then the pedestrian overpass would connect.

Motion by Commissioner Barr, seconded by Commissioner Bennett to recommend that the City identify two portions of the Hope Fellowship property for potential Park Dedication satisfaction at the time of development, or before, to provide for construction of trail related facilities.

Motion carried. Voting Yes: Chairperson Shryock, Commissioners Barr, Bennett, Chubb, Fyten, Minke and Olsen. Voting No: None. Absent: None.

COMMISSION/STAFF INPUT

Park Supervisor Riverblood stated that the Elmcrest building planning is in the Youth Associations court right now.

Park Supervisor Riverblood stated he is trying to pull together a September 15 community picnic BOB FM but he is looking for people to help cook the corn and staff the grill. He asked for the Commissions participation with that.

There was discussion of the new reader board in relation to the new overpass, the funding for the new rail station, and trail maintenance of the new trail along Alpine Drive west of Armstrong Boulevard.

ADJOURNMENT

Motion by Commissioner Fyten, seconded by Commissioner Bennett to adjourn the meeting.

Motion carried.

The Park and Recreation Commission meeting adjourned at 7:18 p.m.

Respectfully submitted,

Mark Riverblood
Parks Supervisor

Park and Recreation Commission

5. 1.

Meeting Date: 10/13/2011

By: Mark Riverblood, Engineering/Public Works

Title:

2012 – 2016 PARKS FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Background:

The purpose of this case is to recommend the 2012 – 2016 Parks' Capital Improvement Plan (CIP) to City Council's Finance Committee or directly to Council. The document outlines a 5-year plan somewhat similar to the previous 2011 – 2015 plan, with the last year also functioning as a 'place-holder' for park projects with uncertain time-lines, or unidentified funding such as grants and Park Dedication fees paid by developers.

Additionally, projects that were not completed (like the building and playground at Elmcrest Park, as well as the security cameras for parks) that were not completed in 2011, are likely to be proposed for this coming year.

Notification:

Observations:

The Parks 5 – Year CIP will be adopted by Council as part of the larger CIP document, usually corresponding to the General Fund budget in December.

The following is an excerpt from the larger city-wide all-category CIP, and includes an explanation on the CIP document and process:

"Enclosed is the Ramsey Capital Improvements/Capital Outlay Plan (CIP) for the years 2011-2015. It has been prepared in an attempt to anticipate major capital expenditures in advance of the year in which they are budget requests. Further, several projects may interrelate or require other improvements prior to initiation, which would cause delays without prior planning. Additionally, projects may require budgeting over several years or receipt of funds from other sources (i.e. grants) requiring planning completion prior to the funding year. Finally, the plan enables a snapshot of the identified capital needs of the community allowing for continual prioritization of these needs.

Approval of the CIP by Council does not authorize spending or initiation of a given project. It does, however, provide a guide for the community for a whole array of private and public decision-making, impacted by public capital expenditures. Therefore, the CIP should receive ratification only if the Council perceives actions contemplated within the plan as reasonable and planned within justified time frames. It shall further be noted that initial project design of public infrastructure projects identified within this plan often begins two years or more prior to the date of construction.

The CIP is not intended to provide for precise budgeting. Capital costs are projected as estimates. Upon each update of the plan, deletions, additions, delays, or other revisions may occur, reflecting changing community needs. These changes allow for budget refinements as a particular project nears actual construction."

Because future years' of the CIP consist of many variables, staff recommends a discussion of the various values and details associated with each project within 2012; and a brief, summary mention of future years' projects for 2013-16.

As staff is still refining the CIP document worksheets, it is not available at this time. However, staff anticipates that

this agenda (with attachments) may be reposted Tuesday or Wednesday October 12th, 2012.

Additionally, all capital improvements require on-going maintenance costs (day-to-day labor, utilities or annual expenses); and therefore, staff and City Council will evaluate very carefully the real and total costs of each capital improvement for consideration within the context of the General Fund operations budget.

Funding Source:

Recommendation of the Parks 5-Year CIP document includes proposed funding sources and project cost estimates.

Staff Recommendation:

Commission Action:

Based upon discussion, recommend the 2012 – 2016 Parks Capital Improvement Plan to City Council.

Form Review

Inbox	Reviewed By	Date
Mary Jo Warner	MaryJo Warner	10/07/2011 01:44 PM
Brian Olson	MaryJo Warner	10/07/2011 02:49 PM
Form Started By: Mark Riverblood		Started On: 10/06/2011 11:17 AM
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