

**City of Ramsey**  
**Agenda**  
**Park and Recreation Commission**  
**Thursday April 12, 2012**  
**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 meeting minutes dated March 8, 2012.
- 5. Commission Business**
  1. Presentation from 'Bark for Life' - a April 2012 Fund Raiser in The Draw
  2. Review Draft Park Zoning District Language
  3. Consider Park and Recreation Commission Outdoor Meeting Schedule
  4. Ramsey's Environmental Expo
- 6. Commission/Staff Input**
  1. Commission/Staff Input
- 8. Adjournment**

**Park and Recreation Commission**

**4. 1.**

**Meeting Date:** 04/12/2012

Submitted For: MaryJo Warner

By: MaryJo Warner, Engineering/Public Works

**Title:**

Approve Park and Recreation Commission meeting minutes dated March 8, 2012.

**Background:**

The Park and Recreation Commission held its regular meeting on March 8, 2012.

**Notification:**

**Observations:**

**Funding Source:**

n/a

**Staff Recommendation:**

Approve Park and Recreation Commission meeting minutes dated March 8, 2012.

**Commission Action:**

Motion to approve Park and Recreation Commission meeting minutes dated March 8, 2012.

**Attachments**

Minutes 03.08.12

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Mark Riverblood	Mark Riverblood	04/06/2012 11:43 AM
Brian Olson	MaryJo Warner	04/06/2012 12:46 PM
Form Started By: MaryJo Warner		Started On: 04/02/2012 10:32 AM
Final Approval Date: 04/06/2012		

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

The Ramsey Park and Recreation Commission conducted a regular meeting on March 8, 2012 at the Ramsey Municipal Center, Ramsey, Minnesota.

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

Commission Members Absent: Chairperson Melody Shryock (excused)

Also Present: Parks Supervisor Mark Riverblood

**CALL TO ORDER**

Vice Chair Olsen called the Park and Recreation Commission meeting to order at 6:30 p.m.

**CITIZEN INPUT**

None

**APPROVE AGENDA**

Motion by Commissioner Bennett, seconded by Commissioner Fyten to approve the Park and Recreation Commission meeting agenda as presented.

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

**APPROVE MINUTES**

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

- 1) Park and Recreation Commission Regular Meeting Minutes dated February 9, 2012.

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

## **COMMISSION BUSINESS**

### **Case #5.1: Review City Owned Land Inventory**

Parks Supervisor Riverblood reviewed in the staff report that over the past year staff prepared an inventory of City owned land for the purpose of identifying what parcels may be sold. The purpose of this case is to remind the Commission and the Public that now that the inventory is done this will be moving forward incrementally for those various parcels to be considered. One of the parcels deemed underutilized and a candidate for sale is a one-acre corner lot known as Peltzer Park.

Commissioner Bennett asked could you provide insight how staff determined how the park was underutilized.

Parks Supervisor Riverblood responded that is part of the case attachments.

Commissioner Minke asked is there an estimate as to the value of that parcel or the thought of how it would be marketed and the thought the playground be removed and marketed.

Park Supervisor Riverblood stated the County has the value of that property as \$40-46,000, it may not sell for that much, any sale price gets the land back on the tax roll. The play equipment is \$35-45,000. This will be going to City Council on March 27<sup>th</sup> for further discussion.

Commissioner Minke asked what happens if the playground equipment is taken off and the lot doesn't sell for a long time.

Parks Supervisor Riverblood stated the playground equipment could be moved to a higher density area.

Commissioner Barr asked do you know how it is zoned.

Parks Supervisor Riverblood responded it is residential. It is not sewer and water. The lot is buildable.

### **Case #5.2: Ramsey's Environmental Expo**

Park Supervisor stated that the Environmental Expo is April 28<sup>th</sup>. The purpose of this case is to discuss which Commissioners will be available to staff our booth.

Vice Chair Olsen wanted to comment this is a fun event for the entire family, not just the adults.

Commissioner Barr volunteered to staff the booth from 8:30 – 10:15am. Commissioner Minke stated he can do the morning shift as well. Commissioner Bennett stated he can fill in throughout the day whenever needed.

Vice Chair Olsen commented that Chairperson Shryock needs to find out the schedule of a prior engagement as well as herself, but outside that window Vice Chair Olsen stated she could be available most of the day.

Commissioner Fyten stated he is available most of the day also.

Commissioner Chubb stated it depends on the staffing of the Happy Days booth.

Commissioner Minke asked about assistance with the set up.

Parks Supervisor Riverblood stated to communicate any needs to him through email correspondence but otherwise he will have things set up and he commented that he would also like to show the *GoAnokaCounty* demonstrations.

Commissioner Minke asked if the County has any instruction or informational cards on *GoAnokaCounty*.

Commissioner Bennett stated additionally it would be a good opportunity to highlight the programs that really got rolling last year with the bikes and canoes and kayaks.

### **Commission Staff/Input**

Park Supervisor Riverblood wanted to report that North Commons continues to move forward. The HRA approved some relocation of fill into the park and authorized staff to move forward to obtain a trail easement.

The 2011-2012 skating season had 5792 participants between the two pleasure rinks.

The Anoka Ramsey Youth Athletics has 757 baseball registrants, softball looks about the same and will probably end up with up about 775-780. There is no report on soccer registration yet. We have 5-6 Lacrosse teams using Anoka fields this year but will be using our goals at the Ramsey Elementary. Pact Charter School has the same number of kids of each number of their sports with the exception of adding a junior varsity baseball team.

April Agenda items will be finalizing the Environmental Expo and setting the summer meeting schedule.

### **ADJOURNMENT**

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

Motion carried.

The Park and Recreation Commission meeting adjourned at 6:48 p.m.

Respectfully submitted,

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Mark Riverblood  
Parks Supervisor

*Drafted by Mary Jo Warner*  
City of Ramsey Public Works Secretary

**Park and Recreation Commission**

**5. 1.**

**Meeting Date:** 04/12/2012

**By:** Mark Riverblood, Engineering/Public Works

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**Title:**

Presentation from 'Bark for Life' - a April 2012 Fund Raiser in The Draw

**Background:**

Ms. Kimberly Gust, organizer of the Bark for Life fundraiser at The Draw will be present at the meeting, to remind residents of the purpose of the April 21st, 2012 program (a Canine Event to Fight Cancer) - and encourage participation.

**Notification:**

**Observations:**

**Funding Source:**

No city funding is required - the event is a fundraiser for the American Cancer Association.

**Staff Recommendation:**

**Commission Action:**

No action required.

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**Attachments**

Bark for Life Flyer

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**Form Review**

**Inbox**  
Brian Olson

**Reviewed By**  
Brian Olson

**Date**  
04/06/2012 08:52 AM  
Started On: 04/05/2012 03:02 PM

Form Started By: Mark Riverblood

Final Approval Date: 04/06/2012



# AMERICAN CANCER SOCIETY **BARK FOR LIFE™** A CANINE EVENT TO FIGHT CANCER

Visit [RelayForLife.org](http://RelayForLife.org).

## **Bark For Life of the Anoka Area**

**Saturday, April 21<sup>st</sup>, 2012**

**Registration – 9:00 am; Event – 10:00 am**

At “THE DRAW” located within the “COR AT RAMSEY” Ramsey, MN

This American Cancer Society fundraiser honors the care-giving qualities of our canine friends and supports our mission of helping people stay well, get well, find cures and fight back.

For more information visit:

[www.relayforlife.org/BarkAnokaMN](http://www.relayforlife.org/BarkAnokaMN)

[www.relayforlife.org/AnokaMN](http://www.relayforlife.org/AnokaMN)

**Celebrate. Remember. Fight Back.®**



**Park and Recreation Commission**

**5. 2.**

**Meeting Date:** 04/12/2012

**By:** Tim Gladhill, Community Development

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**Title:**

Review Draft Park Zoning District Language

**Background:**

As part of the 2030 Comprehensive Plan Update, a new land use category entitled 'Park' was created to address park and open space uses. Previously, these areas were guided as 'Public/Quasi-Public', which also included such uses as municipal buildings, the public works campus, golf courses, and the Rum River Scout Camp. This new land use was created to better address the use of parks and create a distinction between other public and quasi-public uses. In order to officially implement the Park land use designation, the City must update its official controls (zoning ordinance).

**Notification:**

No notification required at this time. A Public Hearing will be posted upon official review by the Planning Commission.

**Observations:**

**Funding Source:**

Preparation of the zoning amendments are being processed as part of the professional planning services contract with Stantec.

**Staff Recommendation:**

Staff recommends approval of the draft Park Zoning District.

**Commission Action:**

Motion to recommend that the City Council approve the draft Park Zoning District.

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**Attachments**

**DRAFT Park District**

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**Form Review**

**Inbox**  
Brian Olson

**Reviewed By**  
Brian Olson

**Date**

04/06/2012 10:35 AM

Form Started By: Tim Gladhill

Started On: 04/02/2012 01:08 PM

Final Approval Date: 04/06/2012

1 **Sec. 117-122. Public/Quasi-Public District.**

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3 (a) *Intent.* The intent of the Public/Quasi-Public District is to provide for and regulate  
4 uses that are public or semi-public in nature. ~~and to provide the community with area designated~~  
5 ~~specifically for open spaces, community gathering places, public and private recreational spaces~~

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7 (b) *Permitted uses.*

8  
9 (1) Government buildings and facilities.

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11 ~~(2) Public recreational facilities.~~

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13 ~~(3) Private recreational facilities including gGolf courses.~~

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15 ~~(4) Schools, public and private.~~

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17 ~~(5) Private utility substations.~~

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19 ~~(6) Municipal utility substations.~~

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21 (c) *Site plan required.* Any construction of buildings in the Public/Quasi-Public District  
22 will be subject to the site plan review process, as outlined in section 117-54.

23 **Sec. 117-122 a. Park District**

24 (a) *Intent.* The intent of the Park District is to provide for and regulate public parks and  
25 related uses including open spaces, community gathering places, and public recreational facilities.

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27 (b) *Permitted Uses*

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29 (1) Boat landing.

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31 (2) Hockey rinks, pleasure and in-line skating.

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33 (3) Informal play field.

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35 (4) Open space, natural areas, nature trails and other similar facilities.

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37 (5) Picnic area, shelters, gazebo's and other similar facilities.

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39 (6) Play fields, including, but not limited to, soccer, baseball, softball, football.

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41 (7) Playgrounds, hard or soft surface play areas with or without play equipment.

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43 (8) Recreation buildings.

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(9) Skateboard parks.

(10) Special events as scheduled with recreation department.

(11) Swimming pools.

(12) Tennis courts.

(13) Volleyball courts.

(14) Warming houses and other similar facilities.

(15) Other recreation uses/equipment.

(c ) Permitted Accessory Uses:

(1) Antennas/towers mounted on an existing structure, as regulated by Sec. 117.428 of this title.

(2) Municipal utility substations

(3) Outdoor ballfield signs. Signs located on outfield fences at ballfields within all municipal parks shall be subject to a lease or master agreement with the city and are subject to the following restrictions:

(a) Signs may be located on right and left outfield fence areas only. No sign shall be located within the middle third of the outfield fence. Signs shall be located at least one foot (1') from the top and bottom of the outfield fence and centered on the fence section.

(b) Signs must be made of vinyl or other similar material with wind holes. The city has the right to determine the structural integrity of proposed signage. The structural stability of the fences in each park will determine the size of the signs. The signs must be the same size within each ballfield in the park.

(c) All signs shall face the interior of the ballfield.

(d) The signs shall be maintained in a safe, orderly condition at all times. Faded signs shall be replaced.

(e) A lease or master agreement with the city shall identify the terms under which signs may be installed including dimension, number, and sign details. No advertising for firearms, liquor products (by name), tobacco, political or religious persons, or organizations, sexually oriented products or stores shall be permitted.

82 (f) Signs shall be installed no earlier than April 1 and shall be removed no later  
83 than October 31 of each year. The city shall be notified by the organization when  
84 signage will be installed and removed each year.

85 (g) Signs shall be permitted on permanent ballfield scoreboards subject to the  
86 approval of the city.

87 (h) Temporary event banners shall be permitted for tournaments at all municipal  
88 parks with ballfields. The banner(s) must include the name and date of the event.  
89 The event banner(s) shall be allowed for no more than a ten (10) day period. All  
90 temporary banners shall be approved by the city as part of the approval for the  
91 rental of the field. A temporary tent(s) shall be permitted for tournaments as  
92 approved by the city.

93 (i) The provisions of this section do not apply to the naming rights for any park or  
94 facility. Naming rights shall be subject to a lease or master agreement to be  
95 approved by the city council.

96 (d) Site plan required. Any construction of buildings, antennas/towers, or installation of  
97 signage in the Park District will be subject to the site plan review process, as outlined in  
98 section 117-54.

99

**Park and Recreation Commission**

**5.3.**

**Meeting Date:** 04/12/2012

**By:** Mark Riverblood, Engineering/Public Works

**Title:**

Consider Park and Recreation Commission Outdoor Meeting Schedule

**Background:**

For many years, the Park and Recreation Commission have held regular meetings outdoors in the months of May through September (weather permitting). This provided the Commission an opportunity to inspect and comment on parks as a group, and it afforded residents' access to the Commission on a neighborhood level. On the occasions of inclement weather, the Commission would hold the regular meetings at 6:30 p.m. at City Hall. The purpose of this case is to confirm the Commission's desire for outdoor meetings in 2012 and, if so, what the locations will be.

The following is a proposed schedule with an opportunity noted in brackets as a rationale – if the Commission agrees to continue meeting in parks for the summer.

**May:**

**June:** Central Park? (Discuss Parks CIP with City Council)

**July:**

**August:**

**September:**

After the Commission decides where the meetings will be held, their locations will be published in the Ramsey Resident newsletter and on the web.

**Notification:**

**Observations:**

**Funding Source:**

None required

**Staff Recommendation:**

**Commission Action:**

Determine whether outdoor meetings are desired for 2012 – and if so the locations.

**Form Review**

**Inbox**  
Brian Olson

**Reviewed By**  
Brian Olson

**Date**  
04/06/2012 08:57 AM  
Started On: 04/05/2012 03:23 PM

Form Started By: Mark Riverblood

Final Approval Date: 04/06/2012

**Park and Recreation Commission**

**5. 4.**

**Meeting Date:** 04/12/2012

**By:** Mark Riverblood, Engineering/Public Works

**Title:**

Ramsey's Environmental Expo

**Background:**

For many years, the Commission has been participating in the Environmental Expo by staffing a booth providing general park and recreation information to the public. The purpose of this case is to confirm which Commissioners may be available for the April 28th, event (from 9 am to 2 pm). This is the 35th year the city is holding the tree sale/expo – which is quite unique for a community. This will also be the fourth year that the Expo and Tree Sale will be held at the Municipal Center – and the third year that the event will be held in concert with the Ramsey Business Expo.

**Notification:**

**Observations:**

The Park and Recreation Commission’s table usually is paired with the Environmental Policy Board – which also provides an opportunity to network on natural resource related issues in Ramsey.

The purpose of this case is to discuss any remaining ideas for the Expo that were not discussed by the Commission last month.

**Funding Source:**

N/A

**Staff Recommendation:**

**Commission Action:**

Based upon discussion.

**Form Review**

**Inbox**  
Brian Olson

**Reviewed By**  
Brian Olson

**Date**  
04/06/2012 10:35 AM  
Started On: 04/05/2012

Form Started By: Mark Riverblood

Final Approval Date: 04/06/2012

**Park and Recreation Commission**

**6. 1.**

**Meeting Date:** 04/12/2012

**By:** Mark Riverblood, Engineering/Public Works

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**Title:**

Commission/Staff Input

**Background:**

Commission/Staff Input

- Grand Opening - Boat Landing at Mississippi West Regional Park May 8th, 2012
- North Commons
- Status of Peltzer Park
- 2012 Programming at The Draw
- Wayfinding signage for The Draw
- 'The Tributary'
- Public canoes and bicycles
- Vandalism: See Something, Say Something
- Volunteer activity
- Summarize Spring activity

**Notification:**

**Observations:**

**Funding Source:**

N/A

**Staff Recommendation:**

**Commission Action:**

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**Form Review**

**Inbox**  
Brian Olson

**Reviewed By**  
Brian Olson

**Date**  
04/06/2012 10:35 AM  
Started On: 04/05/2012

Form Started By: Mark Riverblood

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