

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

The Ramsey Park and Recreation Commission conducted a regular meeting on November 13, 2014, at the Council Chambers, Ramsey, Minnesota.

Commission Members Present:      Vice Chair Shane Bennett  
   Commissioner Richard Chubb  
   Commissioner Andrew Fyten  
   Commissioner Thomas Mobry  
   Commissioner Jon Trappen

Commission Members Absent:      Commissioner Bridgett Barr

Also Present:                              Parks & Assistant Public Works Superintendent Mark Riverblood

**1.      CALL TO ORDER**

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

**2.      CITIZEN INPUT**

Mr. Dan Franzwa, 6931 137<sup>th</sup> Avenue NW, Ramsey, representing Anoka Ramsey Baseball appeared before the Park and Recreation Commission. He would like to see some improvements made to Alpine Park and Central Park for Baseball and Softball. They are putting together bids and will come to the City to ask for help in paying for some of the improvements. He has received one bid so far and waiting for two bids. They would like to add electricity to Alpine Park by the pavilion and by the batting cages. They will be doing fundraising and have received one \$5000 donation. He has met with a couple of the Council members who mentioned ARAA may request to use matching funds from the Lawful Gambling Fund.

Chair Bennett thanked Mr. Franzwa for coming to share this. He feels there is an opportunity for the City to address some of these items.

Parks & Assistant Public Works Superintendent Riverblood stated the City of Ramsey and the athletic association have a long history of working together to serve the residents. He asked that Mr. Franzwa point out when fundraising, that this is being done by the athletic association versus the city.

**3.      APPROVE AGENDA**

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

Motion carried. Voting Yes: Vice Chair Bennett, Commissioners Chubb, Fyten, Mobry, and Trappen. Voting No: None. Absent: Commissioner Barr.

#### **4. APPROVE MINUTES**

##### **4.01: Approve Park and Recreation Commission Meeting Minutes dated October 9, 2014**

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

- 1) Park and Recreation Commission Regular Meeting Minutes dated October 9, 2014.

Motion carried. Voting Yes: Vice Chair Bennett, Commissioners Mobry, Trappen, Chubb, and Fyten. Voting No: None. Absent: Commissioner Barr.

#### **5. COMMISSION BUSINESS**

##### **5.01: 2015 – 2019 Parks Five-Year Capital Improvement Plan**

Parks & Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to recommend the 2015-2019 Parks' Capital Improvement Plan (CIP) to City Council on November 18, 2014. The document outlines a 5-year plan similar to the previous 2014 – 2018 plan, with the last year (2019) 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. Projects such as the playground at Elmcrest Park that were not completed in 2014, but begun, are shown for completion and payment this coming year.

Parks & Assistant Public Works Superintendent Riverblood stated 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. He provided an excerpt from the anticipated larger city-wide all-category CIP, and includes an explanation on the CIP document and process.

He continued that, 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 2015; and a brief, summary mention of future years' projects for 2016-2019. 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 at the time projects are brought forward for development.

Parks & Assistant Public Works Superintendent Riverblood reminded the Commission this is a planning document and does not commit to the expenditure of funds. Also, that the smaller the Park Trust Fund balance gets, the lower the interest received. He would like to limit the discussion to 2015.

Riverblood proceeded to review and summarize each 2015 project. He would like to receive consensus for each individual project. He highlighted next steps for each project and reviewed the aggregate 2015-16 impact to the Park Trust Fund.

Parks & Assistant Public Works Superintendent Riverblood reviewed the Cash Flow Projections for the Park Improvement Fund as detailed by the city's Finance Department.

Elmcrest Park & The Draw Entrance and Signage Monuments	\$ 80,000
Drinking Fountain and Mister for Woodland Green Park	\$ 7,000
Playground and Site Improvements – Elmcrest Park	\$100,000
Redevelopment of Central Park (Parkway, Path and Parking)	\$350,000
Trail Connections	\$400,000
Landscape Improvements for Parks	\$ 5,000
The Draw Water Quality Fountains	\$ 15,000
Storm Grates for the Draw	\$ 10,000
McKinley Street Trail Connection to Anoka	\$ 50,000

Vice Chair Bennett summarized Parks & Assistant Public Works Superintendent Riverblood is looking for a consensus of the Commission to go forward with the CIP. He stated Central Park has been a priority project for the City for some time. Once the proposal from ARAA are received, they can be reviewed and added to the plan if approved. Parks & Assistant Public Works Superintendent Riverblood stated it is important for the ARAA to look at a long-range plan for expanding Central Park for the future as well.

Motion by Commissioner Mobry, seconded by Commissioner Trappen, to recommend approval to the City Council of the 2015 – 2019 Parks Capital Improvement Plan.

Motion carried. Voting Yes: Vice Chair Bennett, Commissioners Mobry, Trappen, Chubb, and Fyten. Voting No: None. Absent: Commissioner Barr.

## **6. COMMISSION/STAFF INPUT**

Parks & Assistant Public Works Superintendent Mark Riverblood reviewed the following:

December Park and Recreation Commission may not be necessary unless something comes up. Each year the Chair and Vice Chair of the Commission are chosen, so this is scheduled to be on the agenda for January.

Commissioner Chubb asked when the skating rinks would be open.

Parks & Assistant Public Works Superintendent Riverblood stated earlier than previous years and frozen ground is imperative. Flooding will start in the next couple of weeks. The opening is tentatively planned for December 19 or possibly a week before.

## **7. ADJOURNMENT**

Motion by Commissioner Chubb, seconded by Commissioner Trappen, to adjourn the meeting.

Motion carried. Voting Yes: Vice Chair Bennett, Commissioners Chubb, Fyten, Mobry, and Trappen. Voting No: None. Absent: Commissioner Barr.

The Park and Recreation Commission meeting adjourned at 7:05 p.m.

Respectfully submitted,

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Mark Riverblood  
Parks & Assistant Public Works Superintendent

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