

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

The Ramsey Park and Recreation Commission conducted a regular meeting on May 14, 2015, at Elmcrest Park, Ramsey, Minnesota.

Commission Members Present: Chair Shane Bennett
 Commissioner Bridgett Barr
 Commissioner Richard Chubb
 Commissioner Andrew Fyten
 Commissioner Thomas Mobry
 Commissioner Jon Trappen
 Commissioner David Troy

Commission Members Absent: None

Also Present: Parks & Assistant Public Works Superintendent Mark Riverblood
 Parks Division Intern Zack Ellsworth

1. CALL TO ORDER

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

2. CITIZEN INPUT

No one appeared to address the Commission

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes dated April 9, 2015

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

- 1) Park and Recreation Commission Regular Meeting Minutes dated April 9, 2015.

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

5. COMMISSION BUSINESS

5.01: Recommend Playground and Site Improvements for Elmcrest Park

Parks & Assistant Public Works Superintendent Riverblood reviewed in March of 2015 City Council authorized Staff and the Park and Recreation Commission to proceed with various 2015 Parks Capital Improvements, including the playground project for Elmcrest Park. A comprehensive Request for Proposal was developed for a not-to-exceed amount of \$90,000 to be funded by the Lawful Gambling Improvement Fund; for the play structure elements, as well as seating, and landscape in the vicinity of the new Community Building. This RFP was sent to approximately 25 landscape architectural firms and playground purveyors, with the intention that they form a collaborative to provide a “winning” design for the proposed improvements, worth of the park and building’s prominence in the community. Five proposals were received by the deadline for submission on May 6, 2015.

The purpose of this case is for the Commission to carefully examine all elements of each of the five, separate proposals – and make a recommendation to City Council on the proposal that represents the best value to the community, in relation to the many goals expressed within the RFP.

Upon careful evaluation of all the details of the five proposals, the Commission should list the attributes (in summary) of the winning design and include these within the motion recommending City Council approval. To aid in the Commission’s critique and assessment, Staff will have for the meeting an evaluation form derived from the RFP.

The 2015 Parks Capital Improvement Program has scheduled \$100,000 within the Lawful Gambling Improvement Fund for the playground related project, including a minor trail realignment and irrigation for the sodded areas (\$10,000 for this, plus the \$90,000 playground.

Staff, together with any residents attending the 6:00 p.m. Open House will assist the Commission in the playground evaluation and subsequent recommendation to the City Council.

The five vendors are:

- Parkitecture
- Midwest Playscape
- Flagship
- St. Croix
- MN/WI Playgrounds

Parks and Assistant Public Works Superintendent Riverblood distributed the proposal evaluation forms to be used when reviewing each proposal.

1. Flagship – Parks and Assistant Public Works Superintendent Riverblood reviewed the proposal and indicated the different pictures are different views of the same equipment. No trees were included in the proposal. The zipline was a unique feature and the optional concrete pad. This did not meet the intent of the RFP.
2. Midwest Playscape – Parks and Assistant Public Works Superintendent Riverblood reviewed three trees were included in the proposal. Belt swings were included in their proposal.
3. Parkitecture – Responded to the farm theme. Belt swings were included in their proposal. One tree was included in the proposal. This proposal had a defined concrete curb boundary. A full size plan sheet was included in this proposal.
4. MN/WI Playgrounds – Safety surface engineered wood fiber. Responded to the farm theme.
5. St. Croix – They did respond to the request for 4 trees. The 2-5 age group play structure was included but not shown in the drawing. They included a variety of seating choices.

Commissioner Fyten left the meeting at 7:30 p.m.

Chair Bennett asked for citizen input.

Ms. Cloe Marquez 18433 Olson Street, Elk River, liked the Midwest Playscape proposal due to the variety of the equipment.

Mr. Zach Glasgow, 13429 212th Avenue NW, Elk River, MN/WI Playgrounds as it looks interesting.

Ms. Reece Hickman, 16810 Turnberry Court, Ramsey, liked MN/WI Playgrounds as it offers activities for all ages.

Mr. Shawn Williams, 6100 177th Lane Ramsey, liked MN/WI Playgrounds and he questioned the expansion of the trail. Mr. Riverblood stated some of the proposals moved the trail slightly and enlarged the playground area. He stated the equipment is needed for siblings of the soccer players.

The Commissioners were asked for their first choices:

Trappen – Midwest Playscape

Troy – Midwest Playscape

Bennett – St. Croix

Fyten – Midwest Playscape

Barr – St. Croix

Mobry – Midwest Playscape

Chubb – Midwest Playscape

Zack Ellsworth – Midwest Playscape
Mark Riverblood – Midwest Playscape

The concensus was the Top 2 proposals were from Midwest Playscape (7) and St. Croix (2).

Mr. Riverblood noted Midwest Playscape addressed the drainage issue, but did not have an outlet. St. Croix addressed all parts of RFP except the drainage issue was somewhat unclear.

Motion by Commissioner Troy, seconded by Chubb, to recommend that the City Council approve Midwest Playscapes' proposal in a not-to-exceed amount of \$90,000 for the Elmcrest Park playground project.

Further discussion: Commissioner Barr asked if any 'tweaks can be made to the proposals. Mr. Riverblood stated typically the vendor is very flexible. There would need to be resolution of the drain tile. She stated she would like to see some changes to the landscape, seating, and boundaries of the play area—similar to St. Croix's proposal. Mr. Riverblood stated the motion could be modified to direct staff to work with the vendor on the items mentioned. Chair Bennett stated he agrees if slight modifications could made.

Revised motion by Commissioner Troy, seconded by Chubb, to recommend that the City Council approve Midwest Playscapes' proposal in a not-to-exceed amount of \$90,000 for the Elmcrest Park playground project with modifications made to the landscape, seating and boundaries of the play area.

Revised motion carried. Voting Yes: Chairman Bennett, Commissioners Troy, Chub, Barr, Mobry, and Trappen. Voting No: None. Absent: Commissioner Fyten.

6. COMMISSION/STAFF INPUT

No commission or staff input.

7. ADJOURNMENT

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

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

The Park and Recreation Commission meeting adjourned at 8:00 p.m.

Respectfully submitted,

Mark Riverblood

Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe

TimeSaver Off Site Secretarial, Inc.