

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

The Ramsey Park and Recreation Commission conducted a regular meeting on April 13, 2017 at Ramsey City Council Chambers, 7550 Sunwood Drive NW.

Commission Members Present: Chair Shane Bennett
 Commissioner Russell Bayer
 Commissioner Andrew Fyten
 Commissioner Jennifer Leistico
 Commissioner Brandon Sis
 Commissioner Charles Tchuinkwa
 Commissioner Jon Trappen

Commission Members Absent: None.

Also Present: Parks & Assistant Public Works Superintendent Mark Riverblood
 Parks & Recreation Intern Tillery Bailey

1. CALL TO ORDER

Chair Bennett called the Park and Recreation Commission meeting to order at 6:41 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

Motion carried. Voting Yes: Chair Bennett, Commissioners Trappen, Sis, Bayer, Fyten, Leistico, Tchuinkwa, and Troy. Voting No: None. Absent:

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

1) Park and Recreation Commission Regular Meeting Minutes dated March 9, 2017.

Motion carried. Voting Yes: Chair Bennett, Commissioners Sis, Fyten, Bayer, Leistico, Tchuinkwa, Trappen and Troy. Voting No: None. Absent:

5. COMMISSION BUSINESS

5.01: Nominate Chair and Vice-Chair of the Park and Recreation Commission

Parks & Assistant Public Works Superintendent Riverblood reviewed the City Council makes appointments to the Park and Recreation Commission. The Park and Recreation Commission nominates the Chair and Vice Chair. The terms of the Commission are from April 1 through March 31 of each year.

Motion by Commissioner Sis, seconded by Commissioner Trappen, to nominate Commissioner Shane Bennett as Chair of the Park and Recreation Commission.

Motion carried. Voting Yes: Commissioners Sis, Trappen, Bayer, Fyten, Leistico, Tchuinkwa, and Troy. Voting No: None. Abstain: Chair Bennett. Absent: None..

Motion by Commissioner Fyten, seconded by Commissioner Bayer, to nominate Commissioner Brandon Sis as Vice Chair of the Park and Recreation Commission.

Motion carried. Voting Yes: Chair Bennett, Commissioners Fyten, Bayer, Leistico, Sis, Tchuinkwa, Trappen and Troy. Voting No: None. Absent: None

5.02: Consider Request of the Ramsey Foundation for Lawful Gambling Funds for the Concert Series

Parks & Assistant Public Works Superintendent Riverblood summarized the City of Ramsey Foundation a 501(C) (3) has assisted the City with The Draw Summer Events Series – primarily with respect to fundraising and concert promotions. Each year the cost of the concerts was shared between the City and the Foundation. In the early years, the Foundation covered most of the concert expenses through donations from Ramsey businesses. Coinciding with improved programming (more expensive bands) the City provided a larger share of performer expenses. For 2016, this was \$8,000 of the approximately \$15,000 in payments to bands.

Mr. Riverblood noted within the City of Ramsey’s 2017 General Fund line item budget is \$5,000 for the Foundation for this summer’s Concert Series. The purpose of this case is to respond to the request of the Foundation for a \$3,000 contribution from the Lawful Gambling Fund to ‘close the gap’ in the anticipated funding for a total City share (two sources) of \$8,000.

The 2016 concert assessment from Intern Nathan Greenwald was provided for Commission review.

Commissioner Sis mentioned last year there seemed to be a slight decrease in attendance and Mr. Riverblood stated there were 2 ½ rainouts in 2016 along with other variables. The attendance has been increasing 30-40% each year previous to 2016 when attendance leveled off. Commissioner Sis asked if the bands are increasing their fees and Mr. Riverblood stated they are similar as previous years and the City is getting a good value for the monies spent.

Motion by Commissioner Sis, seconded by Commissioner Fyten, to recommend the City Council allocate \$3,000 to the City of Ramsey Foundation for The Draw Summer Event Series.

Motion carried. Voting Yes: Chair Bennett, Commissioners Sis, Fyten, Bayer, Leistico, Tchuinkwa, Trappen and Troy. Voting No: None. Absent: None.

5.3 Recreation Programming for 2017

Parks & Assistant Public Works Superintendent Riverblood reviewed one of the City Council's Strategic Imperatives is to "Create a diverse and robust offering of recreation opportunities". To address this goal, City Council has allocated \$25,000 within the 2017 General Fund budget for recreation programming. Staff has been engaged in developing programs and opportunities since January.

Mr. Riverblood introduced Ms. Tillery Bailey, Park and Recreation Intern. Ms. Bailey provided a summary of the successes to date, the upcoming programs and asked for feedback from the Commission for future recreation programming. Ms. Bailey reviewed Yoga, Mike Lynch Starwatch Party, Art in the Park and the Programming questionnaire. The response received on all programs has been very positive.

Ms. Bailey summarized the Upcoming Events: Yoga Flow, ongoing; Intro to Birding; Art in the Park; Movie in the Park; Learn to Garden; Art in the Park; and Kayaking with Anoka County Parks. Other activities in progress are the 12-week summer program, Summer Sports Sampler, U of M Raptor Center program and U of M Monarch Lab. Flyers advertising the upcoming events were shown to the Commission.

Commissioner Bayer asked if there are plans to reschedule the StarWatch and Ms. Bailey stated she hopes to offer it again in the fall. Mr. Riverblood stated any people who had signed up received a "rain check" to attend another session in any community.

Chair Bennett thanked Ms. Bailey for her work and presentation. Mr. Riverblood suggested if residents have suggestions for programming to contact the Park and Recreation Department.

5.4 Recommend Revisions to the Draft Master Plan Amendment – Mississippi West Regional Park

Parks & Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to provide a recommendation to Ramsey City Council on the Draft Master Plan Amendment for Mississippi West Regional Park. The Master Plan was provided. The Master Plan for the Regional Park was developed in 2010 and approved by the Metropolitan Council in 2011. An

amendment to the Plan, approved by Metropolitan Council, is required so as to ‘remove’ from the park approximately 5 acres of Right of Way parallel to Hwy 10 for the Riverdale Drive frontage road. This new city street between Ramsey Boulevard and Traprock Street is to be constructed beginning in 2017 and the location is depicted on page 3 of the Draft Master Plan attachment.

Mr. Riverblood noted regional parks within the metropolitan area are managed by the county they are within, known as ‘implementing agencies’ – in the case of Mississippi West Regional Park, this is Anoka County Parks. As part of the development of the Draft Master Plan Amendment, the County has solicited comments from the City of Ramsey and Staff has prepared the following recommended revisions:

1. Clearly name the proposed pedestrian bridge as a future Phased Improvement of the regional park, thereby to be found in conformance with the Thrive 2040 Regional Parks Policy Plan, and the approved Master Plan. Mr. Riverblood reviewed the safety elements of the pedestrian bridge.
2. Identify within the Draft Master Plan Amendment, a schedule for a negotiated cost-share agreement for completion of the skyway and pedestrian bridge – in a timeframe that allows for a joint application in 2018 for Transportation Advisory Board solicitation for funding (and potentially other sources).
3. Add a narrative and exhibit to the Draft Master Plan Amendment that shows the realignment of the Central Anoka County Regional Trail to a safe alignment for bicyclists and pedestrians (to the location of the pedestrian overpass when complete), which also will connect the regional park directly to the Metropolitan Transit system, and thereby to come into conformance with both the Thrive 2040 Regional Parks Policy Plan as well as the 2040 Transportation Policy Plan relating to directives for regional parks.

Mr. Riverblood stated this case does not require funding. It recommends changes to the Draft Master Plan Amendment that in part will position the City and County to be more competitive in seeking grant funding for the completion of the skyway and pedestrian bridge over Highway #10.

Commissioner Trappen asked about moving the entrance on Traprock and would there be no park entrance on Ramsey Blvd. The only entrance would be off the frontage road on Traprock. The frontage road will begin construction the summer of 2017.

Chair Bennett added this is not requiring any funding at this time and is only an amendment to the Draft Master Plan and it being a Regional improvement. This is a connection to the Regional Park and the Regional Trail System.

Commissioner Sis asked if this will be an open access park or have a gate house. Mr. Riverblood stated within the Master Plan amendment is mention of a gate house but that would only occur if the attendance number required it. There would not be a gate house at this time and may occur 15-20 years in the future. Regional Parks are free for admittance for those walking or biking into the park.

Motion by Commissioner Trappen, seconded by Commissioner Sis, to recommend City Council approve a Resolution supporting the Draft Master Plan Amendment for Mississippi West Regional Park with the 3 recommended revisions.

Motion carried. Voting Yes: Chair Bennett, Commissioners Trappen, Sis, Bayer, Fyten, Leistico, Tchuinkwa, and Troy. Voting No: None. Absent: None.

5.5 Consider Sketch Plan and Park Dedication Policy for Riverstone Addition; Case of Capstone Home

Parks & Assistant Public Works Superintendent Riverblood stated the purpose of this case is to review a sketch plan for a 293-lot subdivision (245 detached single-family and 48 townhomes). This plan has been revised from when the Commission last saw the concept (originally closer to 350 lots; a number of the townhome lots have been removed). A Sketch Plan affords the Commission the opportunity to review a project before it enters the official Preliminary Plat stage. The Preliminary Plat (future step) is the most important step in the review process and gives the project 'entitlement' to the project.

Mr. Riverblood noted all costs associated with processing the Application are the responsibility of the Developer. Interior infrastructure as part of the project area are the responsibility of the Developer. The Developer is responsible for standard Development Fees. Regarding the collector infrastructure (Bunker Lake Boulevard and Puma Street) that will serve multiple developments the Commission can refer to the March 28, 2017 City Council Work Session for more information regarding proposed cost-share and assessment arrangements. Mr. Riverblood reviewed the long-standing policy of Park Dedication considerations, the Park and Trail Plan for this area of the city and highlighted the Developer's request to receive Park Dedication credit for privately owned and maintained amenities within the proposed plat.

The Park Dedication policy was distributed for Commission review. It is the policy of the City to favor larger, accessible neighborhood and community public parks with quality amenities and improvements over smaller, pocket parks with few to no "destination" improvements.

Mr. Riverblood showed a map showing the distribution of community parks within the City of Ramsey. Trails are proposed throughout the community which were also indicated on the map. The proposed ideas for Lake Itasca were reviewed.

Commissioner Sis asked about the greenway to be included in the development and Mr. Riverblood referred Commissioner Sis to the drawing including the trail along the wetland. That land would be considered for Park Dedication and would meet the Park Dedication Policy. In May, the Commission will consider the Preliminary Plat for this project along with a firmer recommendation on what the Park Dedication/Trail should be along with the alignment. Commissioner Sis stated he would be in favor of continuing with the current policy.

Chair Bennett agreed and suggested discussions continue. It is difficult to go against the long-standing policy.

Commissioner Bayer stated he agreed to stick with the current policy would be the best way to go at this time.

Mr. Riverblood noted significant deviation from policy does set a precedence. The consensus was to continue the dialog with the developer. Any park would need to be accessible by all residents and accessible to the greenway trail.

Motion by Commissioner Sis, seconded by Commissioner Fyten, to affirm the earlier policy direction on Park Dedication with the recommendation to allow staff to explore options in making a park accessible to the broader residents with access to the greenway trail.

Motion carried. Voting Yes: Chair Bennett, Commissioners Sis, Fyten, Bayer, Leistico, Tchuinkwa, Trappen and Troy. Voting No: None. Absent: None.

5.6 Consider Park and Recreation Commission Outdoor Meeting Schedule

Parks & Assistant Public Works Superintendent Riverblood reviewed for many years, the Park and Recreation Commission has 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 and projects as a group, and it afforded residents' access to the Commission on a neighborhood level. In the event of inclement weather, the Commission would hold the regular meetings at 6:30 p.m. at City Hall. The proposed meeting schedule with locations is as follows:

May: MnDOT's Wayside Rest, 9220 Highway 10 NW – near the City of Ramsey and Elk River border, along the new Mississippi River Trail.

June: Elmcrest Park, 16303 Quicksilver Street NW – ½ mile south of 167th Avenue NW at Quicksilver Street parkway and 164th Lane NW

July: Central Park, 7925 161st Avenue NW – east of Armstrong Boulevard NW

August: Lake Itasca Trailhead, 15700 Okapi Street NW

September: Emerald Pond Park, 6000 142nd Avenue NW

It was noted that upon approval of the locations above, their locations will be published in the Ramsey Resident newsletter and on the web.

Motion by Commissioner Sis, seconded by Commissioner Fyten, to approve the outdoor meeting schedule as proposed.

Motion carried. Voting Yes: Chair Bennett, Commissioners Sis, Fyten, Bayer, Leistico, Tchuinkwa, Trappen and Troy. Voting No: None. Absent: None.

6. COMMISSION/STAFF INPUT

Parks & Assistant Public Works Superintendent Riverblood provided updates on the following:

Summary of April 10 Comprehensive Plan Update Workshop (Transportation Plan; Parks and Recreation Plan) – Many attended the open house on Monday. Transportation/congestion on Highway 10, more trails, splash pad, more safe intersections related to trails were all mentioned by residents.

Mississippi River Trail Connection – Paving is anticipated shortly after the asphalt plants are able to open, and perhaps in time for the Commission’s meeting at the Wayside Rest Area.

Central Park Parking Lot Construction – this project may substantially complete in May.

2016 – 2017 Alpine Park Ballfield Improvements – Improvements beginning with fields #1 and #2 is substantially complete. Improvements to #3 and #4 will be delayed until August.

Student Liaison to the Commission – This was approved by the City Council. Staff is organizing how this will be communicated to potential candidates. Interviews will be held and recommendations being made to the Council for approval.

7. ADJOURNMENT

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

Motion carried. Voting Yes: Chair Bennett, Commissioners Trappen, Tchuinkwa, Bayer, Fyten, Leistico, Sis, and Troy. Voting No: None. Absent:

The Park and Recreation Commission meeting adjourned at 7:45 p.m.

Respectfully submitted,



Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe
TimeSaver off Site Secretarial, Inc.