

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

The Ramsey Park and Recreation Commission conducted a regular meeting on November 10, 2016, at Ramsey City Council Chambers, 7550 Sunwood Drive NW

Commission Members Present:      Chair Shane Bennett  
   Vice Chair Matthew Logan  
   Commissioner Russell Bayer  
   Commissioner Andrew Fyten  
   Commissioner Brandon Sis  
   Commissioner David Troy

Commission Members Absent:      Commissioner Jon Trappen

Also Present:                              Parks & Assistant Public Works Superintendent Mark Riverblood

**1.      CALL TO ORDER**

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

**2.      CITIZEN INPUT**

None.

**3.      APPROVE AGENDA**

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

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

**4.      APPROVE MINUTES**

**4.01:   Approve Park and Recreation Commission Meeting Minutes**

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

- 1) Park and Recreation Commission Regular Meeting Minutes dated October 13, 2016

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

**5. COMMISSION BUSINESS**

**5.01: 2017 – 2026 Parks Five-Year Capital Improvement Plan**

Parks & Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to recommend the 2017 – 2026 Parks’ Capital Improvement Plan (CIP) to City Council. The document outlines a 10-year plan similar to the previous 2016 – 2020 5-year plan. A public Hearing on the City-wide CIP will be held by City Council. The Parks 10-Year CIP will be adopted by Council as part of the larger CIP document, usually corresponding to the General Fund budget in December. Mr. Riverblood provided an excerpt from the anticipated larger city-wide all-category CIP, and includes an explanation on the CIP document and process. 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 2017, and a brief summary mention of future year’s projects for 2018 – 2026. Mr. Riverblood mentioned 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. Recommendation of the Parks 10-Year CIP document includes proposed funding sources and project cost estimates. The Park and Recreation Commission is requested to recommend the 2017 – 2026 Parks Capital Improvement Plan to the City Council. Mr. Riverblood noted all of these projects will come back before the Park and Recreation Commission to review in detail.

Mr. Riverblood reviewed the following projects:

Project #	Project Name	Year	Cost
04-PARK-003	Elmcrest Park & The Draw Park Entrance & Signage	2017	\$80,000
04-PARK-006	Ford Brook Park Playground Equipment	2020	\$70,000
06-PARK-002	Drinking Fountains/Misting Station	2017	\$8,000
06-PARK-008	Parkway for Central Park	2017	\$350,000
06-PARK-010	Irrigation for Titterud Park	2023	\$76,000

06-PARK-011	Observation boardwalk – Lake Itasca	2018	\$60,000
06-PARK-012	Rabbit Park Phase Two	2024	\$125,000
06-PARK-015	Observation deck on the Mississippi E of Dolomite	2020	\$85,000
06-PARK-019	Trail Connections	2020	\$200,000
08-PARK-002	Mississippi River Trail – West End	2017	\$1,519,200
08-PARK-005	The Draw (Ballfield Area)	2017	\$1,200,000
12-PARK-006	The Draw Grates	2017	\$10,000
12-PARK-008	McKinley Trail Connection to Anoka	2020	\$50,000
15-PARK-01	Additional Land for Central Park	2022	\$250,000
17-PARK-001	Alpine Park – Replace Fencing & Add Dugouts	2017	\$125,000
17-PARK-002	Pedestrian Underpass- Alpine Dr	2025	\$750,000
17-PARK-004	Replace Fencing & Dugouts (#5-7) Central Park	2018	\$75,000
17-PARK-005	Dog Park Shelter – Alpine Park	2018	\$58,000
17-PARK-006	Field Lighting – Central Park	2022	\$200,000
17-PARK-007	Northfork North Trail Connection	2018 – Mr. Riverblood suggested this project be pushed out to future years.	\$275,000

Mr. Riverblood distributed for Commission review an additional project titled Park Development in The COR to serve as a placeholder for 2017 He specifically reviewed the 2017 projects and noted the ones with a red check mark are projects currently underway. Mr. Riverblood showed drawings for each of the 2017 projects proposed along with the project locations and a brief summary of each project.

Commissioner Troy asked about the Elmcrest and Draw entrance signage and whether there has been a discussion with honoring veterans or others.

Mr. Riverblood stated the public naming policy would need to be followed. The naming will be reviewed with the City Council. Any ideas from the Commissioners can be explored.

Commissioner Troy asked what the maintenance cost is for a sign and how long would it last.

Mr. Riverblood stated a stone monument is very durable and may last hundreds of years. Any sign is subject to graffiti and maintenance would be required to remedy. Maintenance is always a consideration.

Chair Bennett asked for a recommendation for the CIP as presented with a couple of modifications mentioned.

Mr. Riverblood suggested a recommendation of the 10 year CIP Plan as presented would suffice.

Commissioner Sis asked if there were any other projects that didn't make the list.

Mr. Riverblood stated he will send out the list of supplemental unfunded projects to the Commission.

Commissioner Troy asked about playground replacement and improvement and asked if any of that should be included in the CIP for 2017.

Mr. Riverblood stated the projects will be reviewed and the policy.

Motion by Commissioner Logan, seconded by Commissioner Troy, to recommend to the City Council the 2017 – 2026 Parks Capital Improvement Plan as presented.

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

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

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

Status of the MRT construction – The project is progressing.

Alpine Dog Park float placed in the Light Up the Night Parade – again – a video was shown. A group is raising funds for that project. They have get-togethers and have formed a community.

Holiday Tree Lighting – November 29<sup>th</sup> at City Hall.

December 1, 2016 Holiday Card Art Class – held at Elmcrest Park building 6:30 – 8:00 p.m. Sign-up on the city website. \$5/donation suggested.

Chair Bennett welcomed Commissioners Russell Bayer and Brandon Sis to the Commission.

## 7. ADJOURNMENT

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

Motion carried. Voting Yes: Chair Bennett, Commissioners Fyten, Sis, Bayer, Logan, and Troy.  
Voting no: None. Absent: Commissioner Trappen.

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.*