

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

The Ramsey Park and Recreation Commission conducted a regular meeting on June 8, 2017 at Elmcrest Park, 16303 Quicksilver Street 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
 Heather Lorch, Capstone Homes
 Bruce Jacobsen, Consultant

1. CALL TO ORDER

Chair Bennett called the Park and Recreation Commission meeting to order at 6:39 p.m.

2. CITIZEN INPUT

No one was present to address the Commission.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

Park and Recreation Commission Regular Meeting Minutes dated May 11, 2017.

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

5. COMMISSION BUSINESS

5.01 Recommend Park Dedication Components of the Development Agreement; Riverstone Subdivision

Parks & Assistant Public Works Superintendent Mark Riverblood provided a summary of the purpose and background of this case noting for the last several months, the specifics of Park Dedication (land, cash or improvements for the proposed mini-park) for the proposed Riverstone Subdivision has been discussed between Capstone Homes and the City. There continues to be strong consensus on providing credit for the land needed for the greenway trail and the associated improvements. In contrast, there had not been clear consensus on aspects of Capstone's proposed mini-park, commonly known as Outlot C.

Since there was no agreement on the matter of Outlot C, Staff brought the matter to the City Council Work Session on April 25, 2017 in light of the long-standing policy "...to favor larger, accessible neighborhood and community public parks with quality amenities and improvements, and provide trail connections between them, over smaller, pocket parks with few to no 'destination' improvements". This discussion was intended to address whether the City should consider full, partial, or no Park Dedication credit for Outlot C proposed by the Developer. The outcome of the work session topic was to address the policy itself. This occurred as part of a joint meeting between council and the Park and Recreation Commission meeting on May 9, 2017.

Following the joint meeting, Staff prepared alternatives for Park Dedication relating to Outlot C which was the subject of considerable discussion at the last Park and Recreation Commission meeting (May 11, 2017). Following that meeting, three alternatives were developed relating to Outlot C and on May 23, 2017 City Council selected "Alternative 2" for the basis of the Park Dedication for the Riverstone Subdivision. The three alternatives developed were:

Alternative 1 – Outlot C – Not Credit Eligible.

Alternative 2 – Outlot C – Primarily Credit Eligible.

Alternative C – Outlot C – Full Park Dedication credit consistent with Capstone's April Park Dedication memo.

Mr. Riverblood reviewed the details of Alternative 2 – Outlot C – Primarily Credit Eligible, which was the Council selected Park Dedication scenario, and directs that the mini-park development be "unique" (nature-based play) and ancillary to greenway trail (either contiguous, or effective and safe pedestrian crossing of adjoining street). No land credit for the mini-park area is calculated under this alternative, as the Developer is requesting the mini-park and deviation from the Park plan and Park Development Policy. The land dedication for the mini-park (approximately one acre), is thoroughly consistent with the requirements of the PUD, which is the land use mechanism under which the Riverstone Subdivision is to be developed.

Outlot C “park”

Park Dedication Credit

Nature Based Playground	\$100,000
Landscaping irrigation (with H2O feature for play area)	\$100,000
Pavilion	\$50,000
Parking (parallel to street)	\$4,620
On-street pedestrian safety treatments (50% park ded, 50% developer)	\$5,000
Benches (4)	\$7,680
Drinking fountain and mister with pet attachment	\$8,000
Water and sewer services/stubs (Developer expense)	
Sidewalk(s) parallel to street (Developer expense)	
Total not to exceed Park Dedication credit amount	\$275,300

Max Credit - \$275,300 (if other improvements are desired by the developer e.g. monument/sign, these shall be at the developers expense).

The Development Agreement (DA) shall specify that the park shall be developed as a Stage 1 improvement and be substantially complete by August 1, 2018. All improvements and specifications shall be pre-approved by the City, with the Developer bearing all costs of bidding, administration, permitting (if any) as well as construction administration. The park construction agreement will be a reimbursable project, with the developer paying all cash Park Dedication owed, with the City issuing associated payment for each improvement as they are completed and accepted – for a total not-to-exceed amount of \$275,300.

Provided for Commission review were the following:

- Outlot C location map.
- Draft City Council May 23, 2017 Meeting Minutes.
- May 11, Park and Recreation Commission Meeting Minutes
- Draft City Council Work Session/Joint Meeting with Park and Recreation Commission.
- Area Parks Plan (synopsis).
- Capstone proposal April 2017.
- Example Development Agreement.
- Example of Nature Based Play Area.

Mr. Riverblood also provided two exhibits provided by Capstone Homes. One element of considerable discussion in May was the width of the greenway – and a concern that it was too narrow and not conducive for the movement of wildlife. On the drawings, the think black easement line was traced with a red dashed line. These lines represent the area that would be subject to Park Dedication credit (the 10’ foot bituminous trail, plus the 2’ clear zone on either side). The dimensions are indicated in white on the drawing. Another element relating to the greenway corridor’s use/value for wildlife, would be appropriate plantings/landscape. The Environmental Policy Board may wish to give input also.

Staff is recommending the Park and Recreation Commission recommend the City Council approve the Preliminary Play for the Riverstone Subdivision with the detail above included within the Development Agreement to fulfill Park Dedication and Trail Fees, with Cash payment calculated per lot after credit is applied for completed park and trail improvements, as well as areas of trail easement.

A drawing of the concept was provided for Commission review. Ms. Heather Lorch representing Capstone was present at the meeting.

Ms. Lorch provided examples. She stated she has spent countless hours working on these concepts to meet the needs of Ramsey residents. The lots are smaller and at a lower price point. She stated a park element would be a good addition to the project. She has been working with the architect and have looked at different communities to view as examples. The architect's designs are providing elements that are within the budget while creating the best project they can. The trail was designed as 10 feet wide with 2 feet easements on either side. The trail was inserted after the first revision when the lots had already been determined. This is the reason the trail is somewhat winding through the project. One area she pointed out on the map is rather tight due to some drainage issues and a retaining wall will be created along with natural plantings. Within the cost limits they will make every effort to naturalize the area with the use of pollinators and prairie grasses.

Mr. Riverblood stated the trail will be "off center" due to a wetland area. Ms. Lorch distributed to the Commission another drawing which detailed further the trail location. Mr. Riverblood stated the developer and staff are in agreement with what the Council has requested. This will come before Council in the form of a resolution.

Ms. Lorch stated one of the conditions is they will work closely with Mr. Riverblood and staff and the project results will be a collaboration.

Chair Bennett stated the work that has been done is good and it fits the needs of the subdivision.

Commissioner Sis asked if there is any divider between the townhomes and the trail and Ms. Lorch said at this point there is no intention to have a divider.

Mr. Riverblood stated part of the plan for The COR is more openness without dividers.

Commissioner Leistico left the meeting at 6:56 p.m.

Motion by Commissioner Trappen, seconded by Commissioner Tchuinkwa to recommend City Council approve the Preliminary Play for the Riverstone Subdivision with the detail above included within the Development Agreement to fulfill Park Dedication and Trail Fees, with Cash payment calculated per lot after credit is applied for completed park and trail improvements, as well as areas of trail easement.

Motion carried. Voting Yes: Chair Bennett, Commissioners Trappen, Tchuinkwa, Bayer, and Fyten. Voting No: Commissioner Sis. Absent: Commissioner Leistico

5.02: Review Update on The COR Interim Development Plan

Parks & Assistant Public Works Superintendent Riverblood reviewed the Commission is requested to review a preliminary draft of The COR Interim Development Plan, which essentially puts into motion a more formal amendment to the master plan. Details of the recommendations prepared by the Planning Commission were provide for Commission review. Mr. Riverblood noted direction from the April 25, 2017 Joint Work Session was to review this draft with advisory boards and commissions. The draft was reviewed by the Economic Development Authority on May 25, 2017. The Park and Recreation Commission and Environmental Policy Board will review the draft at their June 2017 meetings. Staff will be seeking authorization for public comment on the draft in July 2017. There were some revision to the plan in 2011. At one point there were two conflicting goals for The COR development plan. A market panel was held. This evening is the second opportunity for the Park and Recreation Commission to weigh in.

Mr. Riverblood reviewed the Interim Development Plan. The porch element is something that will be held fast. The apartments are necessary to provide business to the restaurants and other businesses in the community.

Commissioner Leistico returned to the meeting at 7:04 p.m.

Mr. Riverblood showed the Commission the COR Development Concept indicating the various sections of the plan. The Planning Commission has recommended higher density for the residential area. There has been a shift in focus for large retailers to smaller retail businesses. The other major policy change was regarding the office areas where the office area would be retained until fully developed by office businesses.

Commissioner Sis asked for the location of Bunker Lake and Mr. Riverblood indicated it on a map. Mr. Riverblood indicated the Greenway area on a map. Mr. Riverblood reviewed the revisioning steps. The budget will be used to hire multiple consultants to assist in road planning, grading, stormwater, and sign plan. The retailers will help pay for some of the signage. Even during the recession, The Draw was being constructed and developers viewed that as the City's commitment to developing The COR. Mr. Riverblood drew for the Commission the parking lot plan with future expansion to a parking ramp.

5.03: Review Goals and Strategies within Ramsey's Chapter 10 of the Comprehensive Plan

Parks & Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to review the Goals and Strategies within the City's existing Comprehensive Plan, relating to parks, trails and open space. This discussion was tabled in May. This review will be useful in the context of the update to the Comprehensive Plan (underway now) and also as the Park and Recreation Commission begins the Master Park Plan endeavor. Mr. Riverblood provided a status report on each of the Goals and Strategies. The Commission is asked to identify which Goals and

Strategies remain germane for the Comp Plan update – and other Goals and Strategies as may be envisioned.

A comprehensive, balanced park and trail system consisting of large and small scale parks, active and passive parks, natural preserves, and recreational facilities.

STRATEGIES:

Incorporate planned parks and trails into all new development where appropriate.
Update - Master Park and Trail Plan.

Design for connectivity with local and regional parks
Update – Again, and Priority Trails

Improve coordination of park and trail planning within City and adjacent communities.
Update – Essence of Comp Plan, Joint Meetings

Establish a regional trail along the Mississippi River
Update – Done

Develop a Trott Brook Trail Corridor
Update – Significant land acquisition, trail in place, boardwalk grant app. (hear any day). ¾ of trail is in.

Explore providing pedestrian access from the Mississippi River to the north side of Highway 10
Update – Mississippi Skyway, grants, preliminary design, final plans and specs in process, \$300K shaved off the project.

Design trails with a variety of surfaces appropriate for different uses.
Update – Uncertainty

Seek out alliances and partnerships with non-profit and governmental agencies to assist in securing funding and other resources that will assist in implementing the park, and trail plan.
Update – Rec programming – low hanging fruit – develop partnerships.

Improve quality of existing parks, through careful planning, continued maintenance and adequate funding.
Update – Maint/replacement/fix assets – Master Park Plan

Explore options for an additional community park
Update – 6th Community Park/purchase of Lk Itasca – Northern Tier of Ramsey

Where appropriate, consolidate existing parks to improve quality and provide more efficient service.
Update – Tried this – did not go well

Explore options for a revenue source for permanent protections of parks, trails and open space.
Update – Aspect/outcome of the Master Park plan – Future bonding discussions possible.

A system of safe parks and trails

STRATEGIES

Locate trails where appropriate in greenway corridors and natural areas.

Update – More work on greenways needed (Master Parks Plan).

Promote Crime Prevention Through Environmental Design CPTED and other techniques

Update – SOP – City does that – neighborhood parks.

Where appropriate, use existing power/utility easements for the trail system

Update – Mr. Riverblood provided the Alpine example.

Provide adequate signage and pavement markings to warn automobile traffic of park and trail traffic

Update – Crosswalk inventory needed – (do not sign trails) – not feasible to put signs on 50 miles of trails.

Explore use of pedestrian-activated signals, continuous flashing signage, and mid-block crossings where safe and appropriate to further increase park and trail safety

Update – Case Study – Toole Group exercise re – Riverstone. Working with School District and County.

Minimize at-grade crossings of trails and roads and other interactions between trail users and automobiles, with underpasses or overpasses.

Update – Expensive – No engineering costs included.

A variety of park facilities and programs that meet the life cycle needs of residents.

Demographics – Recreation/program planning. Large segment of population in 50-60 age group. Need to plan for them (arts, pickle ball, etc).

STRATEGIES

Work with the schools and community organizations to plan for athletic fields and facilities that will accommodate the growing community.

Update – New elementary school potentially at Nowthen Blvd.

Explore options for a revenue source for recreational facilities and programming.

Update – Council will tackle. Recreation Intern position will become full time Specialist – general fund.

Study the need for a Community Center that offers a variety of recreational uses for all age groups.

Update – RCP – Study of other community centers.

Chair Bennett stated the goals and strategies are consistent with the Parks and Recreation Commission discussions over the past few years.

5.04: Commission Work Session on Master Parks Plan – Visioning Exercise

Mr. Riverblood reviewed the purpose of this case is to conduct an informal work session for a visioning exercise relative to the long-range plan for the future of Ramsey’s park and trail system.

Mr. Bruce Jacobson, landscape architect, was present at the meeting. Mr. Riverblood and Mr. Jacobson have worked together for many years. Mr. Jacobson facilitated the Visioning Exercise. Mr. Jacobson noted the work done in Ramsey is very promising. “I See” was the first exercise to write down the vision of the future of Ramsey’s trail and park system. Each Commissioner read their statement. The second exercise was “We See”. The next exercise was to determine one word that each Commissioner is most interested in.

Chair Bennett thanked Mr. Jacobson for his help this evening.

6. COMMISSION/STAFF INPUT

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

Review May/June projects and events – Mr. Riverblood suggested the Commissioners sign up for the weekly update.

Next Comp Plan Workshop June 12, 2017 – Natural Resources and Economic Development -

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

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

The Park and Recreation Commission meeting adjourned at 8:15 p.m.

Respectfully submitted,

Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe
TimeSaver off Site Secretarial, Inc.