

**PARKS & RECREATION COMMISSION**  
**October 24, 2016**  
**Regular Meeting**

APPROVED

**Members Present:** Maureen Bartz, Mike Eliason, Barb Farrell, Dave Speich, Lincoln Tilson,  
**Members Absent:** Bryan Feldhaus, Jim Young  
**Staff Present:** Dan Schultz, Director of Parks and Recreation and Sonja Honl, Recording Secretary  
**Others Present:** None

1. **CALL TO ORDER:** Eliason called the meeting to order at 7:02 p.m.
2. **ADDITIONS TO THE AGENDA:** None
3. **APPROVAL OF THE SEPTEMBER 26, 2016 MEETING MINUTES: MOTION** by Tilson to approve the minutes of the September 26, 2016 meeting. **SECOND** by Farrell. Ayes: 5 Nays: 0 Motion passed.
4. **AUDIENCE INPUT:** None
5. **DISCUSSION (Response to Audience Input):** None
6. **OLD BUSINESS:** None
7. **NEW BUSINESS:**

- a. **Expansion of the Family Resource Center** – Schultz reviewed the plans, drawings, cost estimates and planning analysis for the proposed addition to the Family Resource Center. Bidding for the expansion has been deferred until January 2018. City Staff will talk with Family Resource Center representatives to make sure they are planning to extend their lease before we move forward with the project. Schultz explained that the City would expect that the partners in this project (the Family Resource Center, 360 Communities, Dakota County) will be working to secure donations and writing grants to help fund the project. The Commission asked if CNH Architects would be willing to donate some of their services. Schultz will ask them about this. The Commission asked if the Family Resource Center will be shut down during construction, and if so, where the staff will be temporarily relocated. Per Schultz, we will be looking for a suitable temporary relocation site such as a vacant storefront, the Community Center, or temporary structures (trailers). The Commission asked if there will be enough restrooms, as the plan shows only the existing ones. Per Schultz, the existing restrooms meet code requirements for the proposed expansion. The Commission suggested that if the wall where the new mechanical room is located could be bumped out so that it is even with the rest of the building, there would be room for additional restrooms near the mechanical room.

**Capital Improvement Program (CIP) Budget – Project Planning** – Schultz will bring a draft of the CIP Budget to the November meeting for the Commission to review. He handed out a spreadsheet with participation numbers for the Rosemount Area Athletic Association programs and REV Soccer South. The spreadsheet was referenced in the memorandum to City Administrator Johnson that was included in this month's packet.

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Schultz asked the Commission to choose their top five projects from the Parks and Recreation Project List that was included in the packet. After discussion, the Commission's top items were:

- Flint Hills Athletic Fields – Include 3 natural grass fields, 1 artificial turf field with lights, a track and dome, and pickle-ball courts.
- UMore Ball Field Project – 2 youth fields and concession stand.
- Central Park/Splash Pad – Plaza, fire pit and playground.
- Skate Park Equipment Replacement – New pad and equipment.
- Restore Natural Resources in Carroll's Woods/Schwarz Pond Park – Develop a natural resources management plan and restore the natural resources/remove buckthorn.
- Addition of a Full Size Indoor Ice Sheet – Develop a new full size ice sheet.

The Commission made other recommendations regarding the Parks and Recreation Project List:

- Athletic Facilities: Remove Erickson Park Tennis Courts – Phase 2.
- Special Interest Facilities: Remove Sculpture Gardens between the Library and the Steeple Center, and remove Outdoor Exercise Equipment.
- Neighborhood Parks: Remove the entire category. These parks will be built as development occurs. *(This category included the following note: incorporate shaded playgrounds (other than trees) in future parks when they are built).*
- Natural Areas: Per Schultz we can pursue grants for the Keegan Lake Water Access – Canoe Dock and also for McMenemy Woods
- Community Facility/Community Center: There was discussion regarding the Community Facility and whether the City should partner with a private entity. The concern was that if the City helps to fund the facility, and then residents are charged to use the facility, residents are actually being charged twice. Will there be a lower cost for residents who use the facility if City funds are used to build it?

Schultz reviewed the detailed RAAA and REV Soccer feedback that was part of the memorandum he wrote to City Administrator Johnson regarding the needs of these groups. He also reviewed the participation numbers provided in the spreadsheet. There was discussion on how to best meet the needs of these two groups. It was suggested that if we build an artificial turf field with a 6-8 lane track at the Flint Hills Athletic Complex and put a dome over it, it would help to meet the needs of several sports. We could rent the facility out, and residents could also walk around the track for a nominal fee.

Schultz will bring this item back next month for review.

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- b. **Parks and Recreation Fees** – After reviewing the current fees and doing fee comparisons with other facilities in the area, Schultz was recommending increasing the summer ice rate from \$125 per hour to \$135 per hour to keep our fees in line with what other facilities are charging. No changes were recommended for the community center, the outdoor facilities or the Steeple Center. **MOTION** by Bartz to approve the fees with an increase to the summer ice rate from \$125 per hour to \$135 per hour. **SECOND** by Speich. Ayes: 5 Nays: 0 Motion passed.
- c. **Placement of Sidewalks in New Developments** – The Commission recently made a recommendation regarding changing the placement of sidewalks in the Prestwick Place 13<sup>th</sup> Addition, and the changes were approved by the City Council. Schultz was asked to review with the Commission the current standards for sidewalks and trails in new developments. Schultz reviewed a list from the Executive Summary of the sidewalk and trail standards we use based on road type. Schultz feels that these standards work well and that we should continue using them, making adjustments only if needed. The Commission asked Schultz to bring back information on guidelines for walkable/bikeable communities. The Commission asked if our policy could be revised to require sidewalks/trails on both sides of streets, subject to review.
- d. **Director's Report** - The park improvement fund balance as of September 30, 2016 was \$403,543.98. Dedication fees of \$95,200 were received. There were no grants or donations. Interest was \$59.15. There were expenditures of \$3,998.92 for construction of a gaga pit at Camfield Park and Ailesbury Park construction.

**Sidewalk Along 145<sup>th</sup> Street West at Brazil Avenue** – The City's Engineering Department has indicated that the railroad is improving the tracks where the proposed sidewalks are to be installed for the new development in this area. The City will add new sidewalks on both sides of the street once the railroad improvements are complete. The sidewalks are expected to be installed in 2017.

**Off-Leash Dog Areas** – A neighborhood meeting was held recently to let people know about the proposal to use the hockey rinks in Jaycee and Bloomfield parks as off-leash dog areas on a seasonal basis. Staff mailed out over 350 notices to residents who live near both parks regarding the meeting. Only two people showed up for the meeting, both with positive comments, and we also received one phone call about the proposal. Both off-leash areas are now open for use.

**ISD 196 Community Education District-Wide Advisory Council** – This advisory council meets throughout the year. A Parks and Recreation staff person will be attending meetings.

**Fall Clean-Up Event** – The fall event took place on Oct. 1 and 208 vehicles were serviced.

**Eagle Scout Projects** – Two eagle scouts completed park projects this fall: one built a hard surfaced t-pad for the sixth hole at the Brockway Park disc golf course and the other built a gaga pit at Camfield Park. Both projects were really nice improvements to the parks.

- 8. **ADJOURNMENT - MOTION** by Bartz to adjourn the meeting. **SECOND** by Farrell. Ayes: 5 Nays: 0 Motion passed. The meeting was adjourned at 9:14 p.m.

Respectfully submitted by  
Sonja Honl, Parks and Recreation Secretary