

***PARK AND RECREATION COMMISSION MEETING – JANUARY 5, 2017  
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chair Stenzel on January 5, 2017, 7:00 p.m., at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Shane Stenzel, Vice Chair Jim Lindahl  
Commissioners John Angell, Ted Butler, Alisa Lewnau,  
Angela Marinello, and Mark Miskowiec.

Commissioners Absent: None

Also Present: Assistant Public Works Director, Todd Haas

***OATH OF OFFICE/NEWLY APPOINTED COMMISSIONER***

Chair Stenzel administered the Oath of Office for John Angell as a Commissioner for the Andover Park and Recreation Commission.

***ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON FOR 2017***

***Motion*** by Butler, seconded by Lindahl, to elect Shane Stenzel as Chairperson for the Andover Park and Recreation Commission for 2017. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

***Motion*** by Miskowiec, seconded by Lewnau, to elect Jim Lindahl as Vice Chairperson for the Andover Park and Recreation Commission for 2017. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

***APPOINT REPRESENTATIVE TO ANDOVER COMMUNITY CENTER  
ADVISORY COMMITTEE***

***Motion*** by Stenzel, seconded by Lewnau, to appoint Commissioner Butler as the representative to the Andover Center Advisory Committee. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

***RESIDENT FORUM***

No one appeared to address the Commission.

***APPROVAL OF MINUTES***

***Motion*** by Butler, seconded by Lindahl, to approve the December 1, 2016 Park Commission minutes as presented. Motion carried on a 4-ayes, 0-nays, 0-absent 3-present (Angell, Lewnau and Marinello) vote.

***CONSIDER CHANGES TO HOCKEY TOURNAMENT APPLICATION/ANDOVER HUSKIES WINTER CLASSIC***

Mr. Haas explained the Park and Recreation Commission is requested to consider approving changes for the Annual Andover Huskies Winter Classic Tournament at the City Complex Outdoor Hockey Rink as requested by the Andover Huskies Youth Hockey Association (AHYHA).

The request received from the AHYHA Winter Classic Director is to change the dates of the Winter Classic to the following days:

- Thursday, January 12, 2017 from 5 p.m. to close at city Complex Outdoor Hockey Rinks (both east and west rinks).
- Friday, January 13, 2017 from 5 p.m. to close at city Complex Outdoor Hockey rinks (both east and west rinks).
- Saturday, January 14, 2017 from 8 a.m. to 6 p.m. at City Complex Outdoor Hockey rinks (both east and west rinks).

Mr. Haas noted the dates previously approved were January 13-15, 2017. AHYHA has been coordinating with the Public Works Park Maintenance Department about rink maintenance and site setup for the Winter Classic. The Hockey Association has agreed to have Prairie Knoll open for open hockey. Application has been made to the County for a permit for the crossing.

***Motion*** by Lindahl, seconded by Lewnau, to approve the changes for the Annual AHYHA Winter Classic at the City Complex Outdoor Hockey Rink Facility as requested contingent upon receiving permit for the crossing from Anoka County Highway Department. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

***CONSIDER GRANT APPLICATION FOR CREEKRIDGE PARK***

Mr. Haas reported staff is applying for a Conservation Partners Legacy Metro Cycle Grant for habitat enhancement in Creekridge Park. Creekridge Park is in need of some forestry management. It is full of the non-native, invasive species buckthorn and has a high number of trees that have broken branches, are leaning and many that have fallen

down. This natural park could benefit from some maintenance and plantings to improve diversity, wildlife habitat and aesthetics. Creekridge Park is in close proximity to the wetland banking site and Kelsey Round Lake Park which makes it a good candidate for this grant. The anticipated amount the City will apply for is \$20,000. If awarded, the City would be required to contribute a 10% match which could either be cash or in-kind funds. Mr. Haas stated there are other grant opportunities being researched by staff for other parks within the City.

Commissioner Miskowiec asked if the criteria for the grant was for an undeveloped park and Mr. Haas stated this was an appropriate park for the grant.

Chair Stenzel asked if this is a grant that can be ongoing each year and Mr. Haas stated it can.

### ***UPDATE ON JOINT MEETING WITH CITY COUNCIL***

Mr. Haas explained this item is in regard to the scheduled joint meeting with the City Council at 6:00 p.m. on Tuesday January 24, 2017. To date the following items are scheduled to be discussed:

- Review Draft Plan of Fox Meadows Park/14-15
- Update of the Park Comprehensive Plan
- Discuss 2018 – 2022 CIP For Parks and the Future of the City Park System
- Community-wide survey

Mr. Haas asked if the Park and Recreation Commission have any other items that they would like to discuss, please let him know so it can be added to the agenda.

Mr. Haas asked the Commission to suggest questions to be part of the community-wide survey that will go out in March.

Commissioner Butler suggested adding to the agenda park maintenance needs. Chair Stenzel asked Mr. Haas to bring the updated Zone A-B-C-D lists for the discussion with the City Council.

### ***REVIEW OUTSTANDING ITEMS***

Mr. Haas reviewed outstanding items including Completed Projects, On-Going Projects, On-Hold Projects, Other Items of Interest, and the Weekly Parks Maintenance Update.

Commissioner Butler provided an update on the Andover Community Center Advisory Board. A meeting was held in December to discuss how to better communicate with the public about what is going on in the Community Center. The winter program is beginning with skating lessons, indoor soccer and pickle ball.

***CHAIR’S REPORT***

Commissioner Lewnau asked if more salt could be put on the sidewalks especially on Crosstown Blvd.

***ADJOURNMENT OF REGULAR MEETING***

***Motion*** by Commissioner Lewnau, seconded by Commissioner Marinello, to adjourn the regular meeting at 7:25 p.m. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

The Workshop Meeting of the Andover Park and Recreation Commission was called to order by Chair Stenzel on January 5, 2017, 7:25 p.m. at the Andover City Hall, 1685 Crosstown Boulevard NW, Andover, Minnesota.

Commissioners Present: Chair Shane Stenzel, Vice Chair Jim Lindahl  
Commissioners John Angell, Ted Butler, Alisa Lewnau,  
Angela Marinello, and Mark Miskowiec.

Commissioners Absent: None

Also Present: Assistant Public Works Director, Todd Haas

***REVIEW 2016 EXISTING AND FUTURE PARK FACILITIES CHART/PARK ZONE D***

Mr. Haas reviewed the Park and Recreation Commission is requested to review 2016 Existing and Future Park Facilities Chart for Zone D. The spreadsheet was provided for Commission review. Mr. Haas noted the spreadsheet only identifies the parks that are located in Zone D of City Parks Map. The Parks Maintenance Department updated the left column of the spreadsheet (Existing) so the Commission has an idea of what currently exists in each park. The middle column of the spreadsheet (Future Facilities) are items that will be used to determine Park Dedication Fee which items that were discussed last year as suggested by the Park and Recreation Commission. The right column of the spreadsheet is replacement items that are being recommended to be replaced over the next 5 years by the Parks Maintenance Department. A separate copy of the replacement items was also provided to the Commission.

Mr. Haas continued if no changes are recommended at this time for the parks in Zone D, the Parks Maintenance Department will now be verifying all Zones (A-D) for consistency on current pricing for both existing items in each park and for the future park improvements. Upon completion, the spreadsheet will come back to the Commission for final review.

The Park and Recreation Commission had no comments.

***DISCUSS PARKS AND OPEN SPACE PLAN/16-39D***

Mr. Haas provided to the Park and Recreation Commission “Chapter One: Foundation of the Comprehensive Plan” (from the 2008 Comprehensive Plan Update) for review and comment. He also provided a copy of the Draft Parks and Open Space Plan which will be located in the City Comprehensive Plan (currently it is Chapter Five of the City’s Comprehensive Plan). The recommended changes are identified in red. Updated maps and tables were also included. A couple of these maps and/or tables may be updated prior to the final version being submitted to the Metropolitan Council for their review later in 2017. The Commission was directed to the City of Andover’s website if they wished to review the overall City Comprehensive Plan.

Mr. Haas noted the map of City parks and list of park amenities will be updated with current information.

Chair Stenzel asked if the open space balance is zero and asked what the role of the Advisory Committee is. Mr. Haas stated they are still meeting and Kameron Kytonen, Natural Resource Technician, has taken over the liaison role. There has been no mention of dissolving the Open Space Commission. Chair Stenzel noted he believes the public does not really know the difference between a park and an open space. They may all be considered parks.

Commissioner Miskowiec suggested this be discussed on January 24, 2017 with the City Council. Commissioner Lindahl asked what funding is used for open space maintenance and noted some items are on the park maintenance list. Commissioner Butler suggested open spaces be called nature parks which would solve some confusion.

There was a discussion about dirt bike, fat tire bike areas.

Chair Stenzel suggested there be a meeting in February with all the associations. Mr. Haas suggested February 2 work session meeting.

***ADJOURNMENT OF WORKSHOP MEETING***

***Motion*** by Lewnau, seconded by Butler, to adjourn the workshop meeting at 7:40 p.m. Motion carried on a 7-ayes, 0-nays, 0-absent vote.

Respectfully Submitted,

Debbie Wolfe, Recording Secretary  
*TimeSaver Off Site Secretarial, Inc.*