

***PARK AND RECREATION COMMISSION MEETING – JANUARY 19, 2017  
MINUTES***

The Regular Bi-Monthly Meeting of the Andover Park and Recreation Commission was called to order by Chair Stenzel on January 19, 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, Angela Marinello.

Commissioners Absent: Commissioners Alisa Lewnau, Mark Miskowiec

Also Present: Assistant Public Works Director, Todd Haas  
Parks Maintenance Supervisor, Jason Grode

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

Chair Stenzel administered the Oath of Office for Angela Marinello and Jim Lindahl as Commissioners for the Andover Park and Recreation Commission.

***RESIDENT FORUM***

No one appeared to address the Commission.

***APPROVAL OF MINUTES***

***Motion*** by Marinello, seconded by Butler, to approve the January 5, 2017 Park Commission minutes as presented. Motion carried on a 5-ayes, 0-nays, 2-absent vote.

***AGENDA APPROVAL***

***Motion*** by Commissioner Marinello, seconded by Commissioner Butler, to approve the January 19, 2017 Park Commission agenda as presented. Motion carried on a 5-ayes, 0-nays, 2-absent vote.

***CONSIDER 2017 TOURNAMENT APPLICATIONS FOR SOFTBALL / BASEBALL***

Mr. Haas explained the Park and Recreation Commission is requested to consider approving ten softball/fast pitch and baseball tournament applications for the upcoming 2017 softball/baseball season as requested by the Andover Athletic Association (AAA)

and the Andover Baseball Association (ABA). The ten applications received and the dates that have been requested are:

- May 19-21/AAA/Mid-Season Slow Pitch Tournament/Fields 1-6 at Sunshine Park, City Hall Park Complex-Field #7
- June 2-4/ABA/Andover Baseball A-Town Classic Tournament 9U-12U/ Fields 1-6 at Sunshine Park, City Hall Park Complex-Field #7, ASN (east field only), Hidden Creek North Park, Pine Hills South Park, Shadowbrook East Park (north and south fields)
- June 16-18/AAA/Andover Summer Classic Fast Pitch Tournament/Fields 1-6 at Sunshine Park, City Hall Park Complex-Field #7 and Eveland Fields (north, middle and south)
- June 16-18/ABA/Anders Flaa Mid-Season Tournament 13U-15U/ASN (west, middle, and east fields), Hidden Creek North Park, Pine Hills South Park, Shadowbrook East park (north field only)
- June 23-25/AAA/End of Season Slow Pitch/Fields 1-6 at Sunshine Park, City Hall Park Complex-Field #7
- July 8/ABA/Andover Baseball Celebration Weekend & All-Star Games 4U-12U/ Fields 1-6 at Sunshine Park
- July 14-16/AAA/14U & 16U State Qualifier Fast Pitch/Fields 1-6 at Sunshine Park, City Hall Park Complex-Field #7 and Eveland Fields (north, middle and south)
- July 21-23/AAA/14U & 16U State Tournament Fast Pitch/Fields 1-6 at Sunshine Park, City Hall Park Complex-Field #7 and Eveland Fields (north, middle and south)
- July 21-23/ABA/14AAA Gopher State Tournament of Champions/ASN (west and middle fields only)
- August 4-6/ABA/Gopher State Baseball League All-Star Weekend (14U-15U)

*Note:* The Andover Family Fun Fest is tentatively scheduled for July 7th & 8th.

Mr. Haas introduced Steve Williams, representing Andover Athletic Association, and Vickie Kruth, Executive Assistant for Andover Baseball Association.

Mr. Haas stated the two groups have worked together to coordinate their field and game schedules.

***Motion*** by Butler, seconded by Marinello, to approve the ten softball/fast pitch and baseball tournament applications for the upcoming 2017 softball/baseball season as requested by the AAA and the ABA. Motion carried on a 5-ayes, 0-nays, 2-absent vote.

### ***CONSIDER 2017 TOURNAMENT APPLICATIONS FOR SOCCER / LACROSSE***

Mr. Haas explained the Park and Recreation Commission is requested to consider approving eight soccer tournament applications for the upcoming 2017 soccer/lacrosse season as requested by the North Metro Soccer Association (NMSA). The eight applications received and the dates that have been requested are:

- April 25-30/NMSA/North Metro Spring Tune-up Soccer Tournament/Hawkridge Park (west, middle and east fields) and Pine Hills North (Grow West and East Fields and Bennett Field)
- June 12-15/NMSA/NMSA Recreational Camp/Sunshine Park (fields 3 & 4)
- June 19-23/NMSA/Coerver Competitive Camp/Sunshine Park (fields 3 & 4)
- June 26-29/NMSA/MN United Recreational Camp/Hawkridge Park (middle and east fields)
- July 17-20/NMSA/NMSA Try Out Prep Camp/Hawkridge Park (middle and east fields)
- July 17-21/NMSA/British Challenger Camp/Sunshine Park (fields 3 & 4)
- July 31- August 4/MSA/Sanneh Foundation Rec Camp/Hawkridge Park (middle and east fields)
- August 14-17/MN United Competitive Camp/Hawkridge Park (middle and east fields)

*Note:* The Andover Family Fun Fest is scheduled for July 7<sup>th</sup> & 8<sup>th</sup>.

Mr. Haas introduced David Tarleton, President of North Metro Soccer Association. Mr. Tarleton stated the NMSA is planning a youth soccer tournament in April.

Mr. Haas stated Andover Area Lacrosse Association has indicated to staff that they do not have any games or events scheduled.

***Motion*** by Lindahl, seconded by Marinello, to approve the eight soccer tournament applications for the upcoming 2017 soccer/lacrosse season as requested by the NMSA. Motion carried on a 5-ayes, 0-nays, 2-absent vote.

***CONSIDER APPLICATION FOR USE OF RECREATION FACILITIES / ANOKA HENNEPIN COMMUNITY SCHOOL***

Mr. Haas explained the Park and Recreation Commission is requested to consider approving an Application for Scheduled Use of Recreational Facilities to use the City Hall outdoor hockey rink facility as requested by Anoka Hennepin Community Education for a six-week long dog training course on May 2, 9, 16, 23, 30, and June 6, 2017 from 6 to 7 p.m.

Lupita Forsyth, Anoka Hennepin Community Education, stated she hopes to gain City approval to use an outdoor rink for a 6-week dog training course. She noted the course instructor has many years of experience, and the program would be limited to 15 participants and their dogs.

Commissioner Butler stated this seems like a good use of outdoor rink space in the summer months. He added it would be a good idea to ensure that no hockey groups are using the outdoor rinks for dry land training. Mr. Haas agreed.

Chair Stenzel asked how rinks are maintained in the summer. Mr. Grode stated maintenance employees will make sure the designated rink is cleared and ready for use. Mr. Haas asked whether Ms. Forsyth would need the warming house. Ms. Forsyth stated the warming house will not be needed, and the class will be held outside regardless of weather.

Chair Stenzel asked how much the program would cost. Ms. Forsyth stated the fee would be approximately \$60. Chair Stenzel asked if the class is geared towards certain breeds or sizes of dogs. Ms. Forsyth stated the trainer has not specified breeds, and the course will focus on obedience and basic commands. She asked if the Commission would like a copy of the program description for advertising purposes, as well as post-program evaluation responses. Chair Stenzel agreed.

Chair Stenzel stated the program is a good use of facilities that are otherwise sitting empty in the summer.

***Motion*** by Butler, seconded by Marinello, to approve the Application for Scheduled Use of Recreational Facilities to use the City Hall outdoor hockey rink as requested by Anoka Hennepin Community Education. Motion carried on a 5-ayes, 0-nays, 2-absent vote.

***CONSIDER APPLICATION FOR USE OF RECREATIONAL FACILITIES /  
LEGACY CHRISTIAN ACADEMY***

Mr. Haas explained the Park and Recreation Commission is requested to consider approving an Application for Scheduled Use of Recreational Facilities to use a ballfield as requested by Legacy Christian Academy Middle School Baseball for their upcoming spring season.

Mr. Haas stated the school is requesting one field five days a week (Monday–Friday) from April 3<sup>rd</sup> (subject to when the snow is gone and fields are approved by the Parks Maintenance Supervisor to use) through May 25<sup>th</sup>. The team is in need of a field with 75-foot bases. At this point, there are five fields that would accommodate this (Hidden Creek Park North Field, Strootman Park, Shadowbrook East Park North Field, Pine Hills South Park and Andover Station North East Field). Hours would be from 2:30 p.m. to 4:30 p.m. unless they have a game which typically starts at 3:45 p.m., 4 p.m. or 4:30 p.m. on Tuesdays or Thursdays.

Mr. Haas stated games are generally about 1 to 1.5 hours so the Andover Baseball Association (ABA) would need to adjust their practice/games times on their schedule to start a little bit later on both of these game days. Otherwise, ABA practices on all other weekdays can start after 5:30 p.m. It is very important that Legacy Christian Academy follow up with maintenance that may be needed immediately following the games and practices. Legacy Christian Academy representative is recommended to meet with Parks Maintenance Supervisor Jason Grode as soon as they can to go over the maintenance requirements.

Mr. Haas noted the fields would require 54-foot mound and 75- to 80-foot bases. At this point, staff would recommend practices and games at the following fields:

- Strootman Park (practices)
- Andover Station North East Field (games only)

Mr. Haas introduced Sarah Klawiter, Athletic Director, Legacy Christian Academy, and invited her to address the Commission. Ms. Klawiter stated this is the first year the school has had a baseball team, and their fields are not set up for the age group. She added the practice schedule and league game dates have not been set, but the school hopes to secure field locations so that information can be provided to prospective families.

Chair Stenzel asked whether the league would start April 3. Ms. Klawiter confirmed this, weather permitting.

***Motion*** by Lindahl, seconded by Marinello, to approve the Application for Scheduled Use of Recreational Facilities to use a ballfield as requested by Legacy Christian Academy Middle School Baseball for their upcoming spring season. Motion carried on a 5-ayes, 0-nays, 2-absent vote.

#### ***ANOKA COUNTY SHERIFF'S DEPARTMENT 4<sup>TH</sup> QUARTERLY REPORT***

A listing of reports generated by the Anoka County Sheriff's Office regarding City park activity for the 4<sup>th</sup> quarter of 2016 was provided for Commission review.

Informational; no action required.

#### ***PARK DEDICATION IMPROVEMENT FUND 4<sup>TH</sup> QUARTERLY REPORT / FINANCE DEPARTMENT***

Mr. Haas provided a quarterly review of the Park Improvement Fund including Project Commitment Listing Report, Balance Sheet, and Revenue and Expenditure Reports for the Park Improvement Fund as of December 31, 2016 – Unaudited.

Informational; no action required.

#### ***DISCUSS ANDOVER COMMUNITY SURVEY***

Mr. Haas explained that this item is in regard to the Andover Community Survey that is scheduled in late March or early April.

Chair Stenzel requested that a review of the proposed survey questions be included as an agenda item at the Commission's upcoming joint workshop with the Community Center Advisory Commission.

Mr. Haas stated the Advisory Commission will be discussing potential survey questions at their February 16 meeting, and the Park and Recreation Commission could add this as an agenda item at their next meeting as well.

Chair Stenzel stated he reviewed questions that were used on the 2013 survey, he has some ideas for questions to be included on the 2017 survey. Mr. Haas stated the survey administrators will be present at the February 16 meeting.

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

Mr. Haas stated the joint meeting with the City Council will be held on Tuesday January 23, 2017 to include a discussion regarding future parks needs and maintenance issues, future open space properties, and the community-wide survey. He added this meeting will be a good opportunity to ask the City Council about questions they would like to see on the survey.

Mr. Haas stated the Park and Recreation Commission should plan to review their ongoing projects spreadsheet at a future joint workshop with the City Council.

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

Mr. Haas asked Commissioner Angell if he had any updates on the Chesterton Commons Park play structure, and whether additional funding will be necessary. Commissioner Angell stated the consensus is to have a small structure. He recommended that a meeting be scheduled with GameTime to obtain advice and input regarding possible structures and potential costs.

Commissioner Butler stated the Community Center Advisory Commission is planning a survey of their users, which would be separate from the community survey. He added they could be combined into a joint survey, encompassing issues pertaining to both the Community Center and the Park and Recreation program.

Mr. Haas stated City staff is working on a grant application for Kelsey Round Lake Park and the ASN Trail, and project estimates are being prepared.

Mr. Haas stated road construction will begin on Bunker Lake Boulevard in April, with completion sometime in the fall 2017. He added that certain sections of the roadway will be closed to traffic during construction, and further information regarding this project is available on the Anoka County Highway Department website.

Mr. Grode stated outdoor rinks were flooded in December, and the City's maintenance staff was busy with plans and preparation for the Winter Classic tournament (January 12-

15). He added the tournament was a success, and all games were finished over the weekend despite cancellations on Thursday night.

Mr. Grode stated winter tree pruning is being undertaken in Sunshine Park and Purple Park, and around the City Hall complex area. He added these areas have many winter activities, and safety concerns are being addressed.

***CHAIR’S REPORT***

Commissioner Butler complimented City staff and the Andover Huskies Youth Hockey Association volunteers for their hard work in pulling together the Winter Classic Tournament.

***ADJOURNMENT***

***Motion*** by Lindahl seconded by Marinello, to adjourn the workshop meeting at 7:33 p.m. Motion carried on a 5-ayes, 0-nays, 2-absent vote.

Respectfully Submitted,

Mary Mullen, Recording Secretary  
*TimeSaver Off Site Secretarial, Inc.*