

PARKS & TRAILS COMMISSION MINUTES

May 23, 2016

The regular meeting of the Baxter Parks and Trails Commission was called to order at 4:00 p.m.

MEMBERS PRESENT: Chair Jim Kalkofen, Commissioner Mari Holderness, Melissa Barrick, Gail Brecht and Council Liaison Quinn Nystrom

MEMBERS ABSENT: Ken Hasskamp

STAFF PRESENT: Community Development (CD) Director Josh Doty and Planner Matthew Gindele

OTHERS PRESENT: Josh Pennington

Approval of the Minutes

MOTION by Commissioner Holderness, seconded by Commissioner Barrick to approve the regular meeting minutes of April 25, 2016 as presented. Motion carried unanimously.

Draft 5 Year CIP

Oakwood Trail Update-Move Timeline 1 Year

CD Director Doty stated the one change is the Oakwood Trail has been moved out a year being Baxter was not selected for the grant funding, however the City will try again this winter for another grant.

CD Director Doty stated that the five year CIP does need to be approved eventually as the Council is looking to incorporate that into the comprehensive plan. The Commission discussed a few different trails that were “wishful” items and how the roads being constructed define the trails maps. CD Director Doty explained the studies of several different trails, areas and parks. He indicated that several of the 2016 items are underway or completed. CD Director Doty walked the Commission through each year of the five year CIP. Commissioner Brecht stated that it is hard to determine where to place funding when the Commission is unaware of items such as rotten wood on a pavilion that comes up out of the blue and takes money away from the proposed projects. Commissioner Holderness stated that she would like to see a dog park and fitness park added to the CIP as they are items that have been requested. Chair Kalkofen stated that without additional funding almost all projects will be for discussion. CD Director Doty stated that the Jewelwood Park trail study is expensive and there are easements from private land owners that are going to be required to build that trail, without the funding that would be a difficult trail to complete. Commissioner Holderness asked if the new development by Walmart and Costco will bring in any park dedication funds. CD Director Doty stated that staff is currently researching the park dedication credits that were given to the developer for extending the Paul Bunyan Trail at the time that Wal-Mart was built, the land currently being proposed to be built on is owned by that same developer.

Chair Kalkofen suggested leaving it on the agenda for each Commissioner to review and discuss.

Oakwood Trail Relocation

Region 5 Letter

Planner Gindele stated there is a summary of the review regarding the trail in the packet. The grant was not approved this year, however Region 5 did give some good feedback for a future grant. CD Director Doty stated that the scoring/points given to the City are currently being worked on and some are difficult to achieve. CD Director Doty asked the Commission if staff should continue to move forward with this grant in the future. Commissioner Barrick asked if staff is looking at any Legacy grant money? CD Director Doty stated that the Legacy grant is a 50% grant and not as much as the Region 5 grant. Commissioner Barrick asked if you can use one grant to cover the balance of another grant. CD Director Doty was not sure if that would be allowed. He will look into other options and report back to the Commission.

WSB Trail Memo

CD Director Doty reviewed the memo with the Commission regarding the traffic study. As previously stated, Camp Vanasek asked that the trail not run along the lake side due to the proximity to their septic drain field and closeness to buildings, and instead run the trail on the east side of Oakwood Drive. The Commission reviewed the map included in the packet showing the proposed location the City would have liked and the traffic study showing a different location and proposed crossing. CD Director Doty indicated the safety concerns that staff had and the traffic study recommendation to install push button type crossing such as the new one located near the Arboretum. He stated the next step is to bring it to you for approval and see if the amendments will work with the Camp. If the Commission wants staff to move forward with re-applying for the TAP grant in the future staff will take the amended version of the trail to Camp Vanasek to see if they would agree to the changes in the trail crossings/location. Commissioner Brecht asked if staff has come up with a new figure including the new crossing suggestion. CD Director Doty stated that they have not put those numbers together, however those costs can be pulled out of the Excelsior Rd. project fairly easily.

Council Liaison Nystrom asked if the Grand Oaks area near the townhomes could be included in the grant funding request. CD Director Doty stated that the Council did look at the different trail locations/segments and decided on the Oakwood Trail for this grant opportunity, it doesn't mean that the Grand Oaks trail segment could not be looked at again for a future grant. Council Liaison Nystrom would like to see a list of requested trail areas kept for future reference.

The Commission had lengthy conversation regarding the crossing locations and the potential for where pedestrians would possibly try to "short-cut" the trail.

Mr. Josh Pennington 4379 Cedar Scenic Road, lives on the south side of Whipple Beach. He is surprised the Camp is being heavily catered to being it is tax forfeited land. He commutes on his bike and has a daughter that is also excited to ride her bike to Whipple Beach; he explained the path that a bicycler would take to the Commission. He has read previous park minutes and stated that the reasons that the camp doesn't want the trail on that side of the road seem nominal. He questioned if a row of houses were on that street would changing the route be considered if some of the residents didn't want the trail in their front yard. CD Director Doty stated that Camp does have a long term lease and that is the reasoning for trying to receive support from the Camp.

Chair Kalkofen asked if a motion needed to take place tonight on the trail. CD Director Doty indicated that the next application for a TAP grant is December, there is time if the Commission would like to further discuss the trail location. Chair Kalkofen asked that staff keep this item on the agenda for the next meeting.

Recycling Container Grant

CD Director Doty stated that there is an option to submit a grant for recycling bins in the parks. He stated that the Parks Maintenance department is slightly concerned over the amount of time/expense that could potentially go into this recycling program should the City apply for and receive the grant. The grant is due in June and would require a motion tonight in order to get this item on the June 7th City Council Meeting for approval. CD Director Doty showed the Commission pictures of existing garbage bins in the parks. Currently the Parks staff collects the garbage and takes it to the main garbage dumpster. With the addition of recycling, staff has to determine roughly how much more time it will require and the cost of collecting recycling bins. The other factors the City has to look at is the cost to separate the garbage out of the recycling if persons place items in the wrong container. He explained that there is more to figuring out if this is a cost effective idea if the grant is worthy of going after for a potential approval. CD Director Doty stated that there are recycling containers at Jewelwood Park and at the OK Pavilion site. There is not enough documentation to determine what the associated costs are at this point. Commissioner Holderness stated that it may be a little late to try for the grant this year and staff should see what the current recycling bins are costing the City and determine if it is worth the

cost of moving forward with the grant. Commissioner Brecht asked if other facilities within the city are using recycling. CD Director Doty stated that City Hall is on a recycling program and the recycling is picked up at the front of the building on certain days. Commissioner Brecht asked if there were any numbers available for the Commission to review the costs of garbage verses recycling. Chair Kalkofen asked if it would be possible to request a few, place them in a few selected parks and see what the outcome is without placing them everywhere first. Then, if next year we find the recycling program is working well and cost effective, request more. Commissioner Barrick suggested easing staff into this to see if it works and what their opinion of the program is. Chair Kalkofen suggested logging the current locations and seeing the pros and cons after a year and determine then if a grant should be applied for.

OK Pavilion Grand Opening/Music Event-Planning

CD Director Doty stated that he had spoken to Council Liaison Nystrom regarding the grand opening. The main question is how to promote this event and publicize the event through the City. He indicated that it has been in the city newsletter once and will be again in June. Council Liaison Nystrom stated that the music is booked and the next item would be requesting the paper and radio to promote the event. Chair Kalkofen suggested that a letter goes to all resorts within 30 miles, campgrounds, radio stations, community focus with Tess and Ken, Hubbard Radio does public announcements, Chamber should have this on their calendar, notify home schooling groups, CLC, have a group with a following sing the National Anthem, have the contractor provide food and a potential sponsorship to help offset some of the costs of advertising as a donation. Council Liaison Nystrom asked if the apartment buildings in town have any type of a community board that might post this free event. Chair Kalkofen stated that getting on the Tess and Ken show books out in advance, therefore sooner is better to get on that schedule. Council Liaison Nystrom stated that getting this event on Facebook would also be helpful as a lot of people do look at the Baxter Police Department Facebook page.

The Commission had conversation regarding the type of music that will be provided Scott Lykins.

Golf Course Drive Reconstruction/Trail Plans

CD Director Doty indicated that the Chair had requested this information for the packet. Included were a map of the project area and the proposed reconstruction plan provided by Public Works staff. A third map showed the 2018 trail project for this area. CD Director Doty explained that there will be a 5' bike lane proposed on both sides of the roads. When this area develops staff will look at additional trails within the project area. Chair Kalkofen stated that originally there was talk of a trail going directly through the property ending at the arboretum. Chair Kalkofen voiced concern regarding the on-road trail with a senior community being planned in that area. The concern is wheelchairs on an on-road trail and not having off road trails. CD Director Doty stated that it was a good point, however with the development when it moves forward, there is room for additional trails that would not be on-road trails within the development.

The Commission discussed the heavy use of Golf Course Drive and the future development.

Construction Updates

OK Pavilion

CD Director Doty stated that Baratto Brothers, the general contractor of the pavilion provided an update for the Commission. Commissioner Brecht stated that she drove by and there was no one working on the pavilion and it did not look very far along. CD Director Doty stated that once a crew gets back out there it will go fast.

CD Director Doty gave an update on the bench being installed and other concrete items that had been poured for future picnic tables and garbage container.

Whipple Beach ADA Observation Deck

CD Director Doty stated that a different contractor had to be brought in to complete the project.

Other Business

Commissioner Brecht stated that at LT Park there are pink and green flags in the park, 10 x 10 sign regarding a butterfly park coming soon. She spoke to a parks person that indicated a bench was going to be installed and it is a collaborative initiative. She was surprised that she had not heard anything about it at this Commission. CD Director Doty stated that he had heard some conversation of it in the parks staff and that it was going to be brought forward to the Commission soon.

Commissioner Brecht asked if a water play park for kids was in the works, as she was asked about it. CD Director Doty stated that he had only been asked once randomly about it and that there are no plans currently for that type of park.

The next scheduled meeting is June 27, 2016 at 4:00 pm.

Adjournment

MOTION by Commissioner Brecht, seconded by Commissioner Holderness to adjourn the meeting at 5:35 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Chair Jim Kalkofen

Shanna Newman, CD Administrative Assistant