

PARKS & TRAILS COMMISSION MINUTES

August 24, 2015

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, Ken Hasskamp, Gail Brecht, Melissa Barrick and Council Liaison Quinn Nystrom

MEMBERS ABSENT: None

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

OTHERS PRESENT: Ben & Kristin Nelson, Cliff & Jeanyne Hess, Ann & David Dunham, Neal Moede, Beth Holbrook, Andrew Carlson, Angie Molly Beckett-Flaten

Approval of the Minutes

MOTION by Commissioner Holderness, seconded by Commissioner Hasskamp to approve the regular meeting minutes of July 27, 2015 as presented. Motion carried unanimously.

Park Memorial Benches at Whipple Beach Park and OK Park

Planner Gindele reviewed the location of the bench on a map included in the packet with the Commission. Mr. Gindele stated that Park Supervisor Rauen and he had walked the requested locations and had no concerns with future park improvements for each bench location. Planner Gindele stated that the verbiage for the inscription has been requested to read "Given in loving memory of our Moms, Betty Grossman and Mari Cloutier". He explained that the fonts for the inscription would have to be sized accordingly and that should not be a problem and that staff is in support of the location and inscription. CD Director Doty wanted to let the Commission know that these were the first persons to request a bench and were the reason for the bench memorial program taking place.

Chair Kalkofen asked for Planner Gindele to review the second memorial bench request. Planner Gindele explained that this bench is being proposed at OK Park facing the playground equipment. The inscription is one that is approved on the application. Staff supports the location of the bench and the inscription.

The Commission liked the interest shown towards this program from the residents. Chair Kalkofen asked if the Parks Department and Staff had come up with a list of areas that could be suggested should people ask for a list of approved locations for future benches. Planner Gindele stated that he and Parks Supervisor Rauen had started that process and were working on forming a list. CD Director Doty stated that it would be helpful to have a list of areas that the Commission could approve to assist Supervisor Rauen with future locations to organize the workload. Council Liaison Nystrom stated that it would be nice to have a specific number of benches at each park verses everyone wanting to have the bench placed at a specific park, such as at Whipple Beach Park.

MOTION by Commissioner Brecht, seconded by Commissioner Holderness to approve the Park Memorial Bench locations at Whipple Beach Park and OK Park with the language requested for the plaques, as presented. Motion carried unanimously.

OK Park Pavilion (this item was moved forward on the agenda, as time allowed prior to the Jewelwood Park Meeting with residents)

CD Director Doty noted the items that were brought up at the last meeting. Staff was asked to contact those that had rented the OK Park Pavilion and inquire about the number of people in each group. Staff did this task and those numbers were placed in a memo to the Commission, included in the packet. The average was 105 people

at one time renting this pavilion. CD Director Doty stated this does show the need to have a pavilion in the 110-120 seating capacity, which is the currently proposed size of 42 x 62. Commissioner Hasskamp asked for the timeline for the pavilion. CD Director Doty indicated that the pavilion would most likely be a spring project. Council Liaison Nystrom stated that to keep this project on task there may be a need to take a request directly to council being the Commission only meets once a month, CD Director Doty agreed.

Chair Kalkofen suggested that the Commission take a look at the staking of the location/size of the pavilion after the meeting, as none of the Commissioners did look prior to the meeting. (Parks Department was to stake the location earlier the day of the meeting).

The Commission held conversation regarding how the pavilion is used and the seating can differ from each group that rents the pavilion.

Chair Kalkofen asked Council Liaison Nystrom if the Council had decided where the cost for the pavilion was going to be taken from. Council Liaison Nystrom indicated that tomorrow night (8/25/15) the Council was going to be reviewing the budget and she was hopeful that the pavilion would be discussed and resolved at that time. She asked the Commission for any additional comments that she could forward to the Council. Commissioner Brecht stated that the Commission agreed that the entire cost should not fall on the Park Dedication Fund, as there are two existing buildings currently in the park that are in need of replacement. The Commission discussed and agreed that the approval should take place this winter with a spring build. Commissioner Brecht asked if there were demolish plans in place, CD Director Doty indicated that the pavilion registration has been blocked off to allow for the demolition over the winter.

Jewelwood Park Improvements

Staff and the Commission welcomed the residents to the meeting and reviewed the pictures provided in the chambers with the residents. Chair Kalkofen turned the meeting over to CD Director Doty for a brief update to this park. CD Director Doty indicated that the clearing has taken place and reviewed the playground equipment, trail and port-o-potty in phase 1 and the plans for the future phase 2 including additional parking and a permanent restroom facility. CD Director Doty indicated that the playground equipment has been ordered and installation is scheduled for fall of this year. He reviewed the separate playground items, the ground coverage type and ease of maintaining and trail.

The Commission opened the floor to the public for questions and comments. Mr. Andy Carlson expressed gratitude that the park is slated for a fall build. He stated that at the previous meeting there were trail connections spoke of, he asked if the trails were going to be continued as well. Chair Kalkofen indicated that it is on the future trail connection plan, however, was not included in this portion of the park. CD Director Doty elaborated that there is more to that trail however there is some private land involved in providing that trail connection to Whipple, therefore it may take longer.

Chair Kalkofen noted that during the open comments a person asked if there were going to be more trees taken down, there are no more trees intended to come down for the park playground equipment.

Mr. David Dunham asked if the monies were coming from a grant. Chair Kalkofen stated that the funds for this park are coming from the Park Dedication Fund and not from taxes. Mr. Dunham asked if there were additional funds to cover the addition (phase 2) of the park. Chair Kalkofen indicated that there are additional funds available. Council Liaison Nystrom stated that the additional growth that comes into Baxter allows more funds that will go into the Park Dedication Fund, allowing for the additional park needs as they may grow.

Mr. Paul Sandberg (child) is it too late to get the wood chips removed and have small rocks installed instead. Chair Kalkofen stated that the wood chips are safer and easier to clean up. CD Director Doty stated the wood

chips are approved for ADA accessibility and the rocks are not, they are also harder on a fall off of the equipment.

Mr. Kyle (last name unknown) (child) asked if the playground equipment was the size of the Kiwanis Park, Chair Kalkofen indicated that the playground equipment is the same size as the playground at Southdale Park. Chair Kalkofen asked CD Director Doty when the neighbors will see some of the equipment being installed. CD Director Doty indicated that the site does need some grading, the pavement for the parking and trails need to be installed before the equipment could be installed. He did not have hard dates; however, he thought that the park should be installed in September/October.

The residents then thanked the Commission and left the meeting.

Chair Kalkofen asked the Commission if there were any additional questions/comments. Council Liaison Nystrom asked if there would be a press release when the park is completed. CD Director Doty stated that there has been some conversation already about how it would be handled. This is a new facility with Park Dedication Funds being used; it should have a dedication/ribbon cutting. Council Liaison Nystrom stated that the Council has discussed the need to make sure the Commission is involved in celebrating the accomplishment.

Chair Kalkofen noted a few gentlemen commented on the trees and those men indicated that they were glad that the tree buffer was going to stay and they were OK with the buffer.

CD Director Doty passed around a map showing the parking lot being slightly repositioned, the Commission was fine with the adjustment.

Other Business

The next meeting is scheduled for September 28, 2015 at 4:00 pm.

Chair Kalkofen brought up that along the Mississippi river bridge south of Baxter, the ATV's are tearing up the grass and mudding up the cult sac and trail in that location. Commissioner Brecht noted the erosion as well.

CD Director Doty stated that during Night to Unite staff was approached regarding a "movie night" where a projector is set up and a movie is played in the park. CD Director Doty requested that Council Liaison Nystrom comment as she too was approached regarding this topic. He stated that it is currently taking place on a residential private property and wanted the Commissions thoughts on this taking place in the park. Council Liaison Nystrom stated that Gregory Park and the Corp of Engineer also does it in Crosslake. She felt it would benefit the community to have a place for the children to go in the summer. The Commission discussed the idea and would be interested in hearing the pros/cons of having this type of event. Commissioner Brecht expressed a few concerns such as children running out into traffic in the dark and if staff has a few concerns those should be considered with possibly a permit process. CD Director Doty stated that the parks restrooms do close earlier and that would have to be resolved. The Commissioners noted where they have been to this type of movie event and how well it was received in those communities.

Council Liaison Nystrom gave the background of how she was approached regarding this topic. She would like to see the idea as well as additional activities such as music in the park. Brainerd and the Minneapolis area are doing musical events in their parks and maybe there should be some activities in the Baxter parks. Chair Kalkofen thought that staff should allow this type of event and look into how it could be arranged in the future. CD Director Doty asked Council Liaison Nystrom if she thought the Minneapolis Parks Department ran this event, she thought that they did. The Commission held conversation regarding the licenses that would be required to show a copywrited movie, the possibility of additional insurance and safety equipment needed for the people in the park after dark. Council Liaison Nystrom asked if Community Education may be interested in

assisting with this type of event.

Commissioner Brecht noted that a lot of trees were down in LT Park after the storm. She walks her dog over there frequently and was recently asked by a Girl Scout Troop if there were any tree plantings planned in the park to replace the down trees. CD Director Doty would have to check into that and see if there is anything currently in the works prior to responding to that question.

Chair Kalkofen stated that he rode his bike down to Riverwood Park and noted that there were no signs installed yet. CD Director Doty stated that staff had just received the permit from the County and the signs are slated for install in September.

Adjournment

MOTION by Commissioner Holderness, seconded by Commissioner Barrick to adjourn the meeting at 5:15p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Chair Jim Kalkofen

Shanna Newman Administrative Assistant