



## Public Services – Parks & Recreation

REGULAR MEETING MINUTES  
OF THE  
ANOKA PARKS AND RECREATION ADVISORY BOARD  
TUESDAY, NOVEMBER 17, 2015 – 7:00 P.M.  
COUNCIL WORK SESSION ROOM OF ANOKA CITY HALL  
2015 FIRST AVENUE, ANOKA MN

MEMBERS PRESENT: Chairperson Steve Nelson, Joseph Anderla, Mary Blankenship, Margret Kallstrom, Dave Steinbring, and Dave Throne.

MEMBERS ABSENT: Erik Skogquist, Pat Walker, and Ellen Ward

STAFF PRESENT: Greg Lee, Public Services Director and Lisa LaCasse, Recreation Supervisor

GUESTS: None.

### OATH OF OFFICE

Chairperson Steve Nelson conducted the oath of office for newly appointed Park Board member Margret Kallstrom.

### APPROVE MINUTES

There being no changes or corrections to the October regular meeting minutes, a **motion was made by Throne, seconded by Anderla, to APPROVE THE OCTOBER 20, 2015, REGULAR MEETING MINUTES OF THE PARKS AND RECREATION ADVISORY BOARD.**

**5 ayes – 0 nays – 1 abstention (Kallstrom). Motion carried.**

OPEN FORUM – None.

### NEW BUSINESS

**2015 Aquatic Center Annual Report** – LaCasse provided an overview of the 2015 Aquatic Center Annual Report. It was found that the hard copy detailed report sent out in the agenda packet was incomplete; therefore, LaCasse provided a more detailed verbal report and indicated she would be e-mailing Park Board members a complete written report the following day. Overall, LaCasse indicated she has been pleasantly surprised to find the 2015 season financials still \$8,000 to the positive; although, there are still some expenses unaccounted for. She predicted, as a worst case scenario, there may be a shortfall of approximately \$10,000 for the season.

LaCasse stated this year the pool closed at 7:00 p.m. in order to offer more evening swim lesson classes. While that worked well, we still did not reach capacity. She foresaw doing the same thing next year. LaCasse reported a decline in morning swim lessons. Should this continue, she may need to make adjustments to open swim hours.

This was the first year for the climbing wall. The three-meter diving board was removed to accommodate this new feature, which seems to be a success.

LaCasse reported the biggest maintenance issue was the failing 1998 circulation pump, which is being replaced this week. Greenhaven patio furniture was relocated and placed near the Aquatic Center's concession stand. We added new deck chairs, a shade umbrella, a pool filter, and other miscellaneous items.



LaCasse stated that overall, she was happy with how the 2015 season turned out. She expects 2016 to be rebuilding year for staff in that many are not expected to return as seasonal employees.

Blankenship noted multiple misspellings of the word "woman" throughout the report. LaCasse stated that will be corrected prior to e-mailing the complete document to board members and presentation to City Council on December 7, 2015.

**A motion was made by Blankenship, seconded by Steinbring, to ACCEPT THE 2015 ANOKA AQUATIC CENTER REPORT AS PRESENTED, WITH THE CHANGES/CORRECTIONS DISCUSSED.**

**6 ayes – 0 nays. Motion carried.**

**2016 Proposed Master Fee Schedule** - LaCasse referenced agenda packet information relevant to the 2016 proposed park facility usage fee schedule. It was noted that the information in red is new and being proposed. Black print is carried over from the current fee schedule. Some minor increases were proposed for the boat slip pro-rated amounts when late installation and high water refunds apply. Aquatic Center proposed changes involved daily admissions and the additional family members added to season passes. In the areas of field maintenance services, there are some proposed increases in the areas of game preparation, weekly paint fees, and dragging and chalking for games.

LaCasse explained the recommended increases in the Aquatic Center area is in part due to the minimum wage increase. As for the increase for boat slip pro-rated amounts, these minor increases are based on the start date and simply rounded up. The start date is spelled out in the policies. Staff hopes to be able to add additional boat slips to the existing twelve currently installed at Akin Riverside Park. A willow tree will have to be removed to accommodate that. We already have one person waiting for one of the new slips.

Lee stated this boat slip leasing venture has been very successful. Revenues are nearly to the point of paying off initial expenses invested by the city. Future revenues will then go into the fund as profit.

Anderla referenced the fee schedule for skating rinks/warming houses. LaCasse noted the error in resident/non-resident fees that need to be flip-flopped. She will make that correction before it goes to City Council December 7.

As for the field maintenance costs, LaCasse stated all field users are aware these rates are going up. Payment of these proposed fees still will not cover city costs but will get us a little closer without gouging the user. All these fees match those of the City of Ramsey.

Upon discussion of the proposed increase in Aquatic Center rates, LaCasse indicated that our swim lesson fees are much lower than our competitors; \$20 to \$50 less than other programs.

There being no further discussion, a **motion was made by Steinbring, seconded by Throne, to ACCEPT THE 2016 PROPOSED FACILITY USE FEES, AS PROPOSED BY STAFF, NOTING THE CORRECTIONS DISCUSSED.**

#### UNFINISHED BUSINESS

**Bonnell Field and Brisbin Park Street Renewal Project (SRP) Update** – Agenda packet information was reviewed relevant to the storm water improvements proposed for Brisbin Park in 2016 and Bonnell Field in 2017. Maps for these projects were updated after the packets were mailed out and provided during this meeting.

Lee explained that the proposed storm sewer would back water up into Brisbin Park during large storm events. The 100-year flood elevation in that park is proposed to increase four inches with this grade adjustment. With the proposed outlet the storm water will drain out faster than it does now with no outlet.

LaCasse stated the bigger impact will be to Bonnell fields and will be part of the 2016 SRP and part of the construction to put in new storm water pipe through the field at Brisbin and Seventh. The project will lower the elevation of the field by two feet to accommodate the additional storm water. It will also allow

us to reshape and rebuild those ballfields. We will be able to lay out a football or lacrosse field without touching the baseball/softball field ag lime, placing them completely on the turf. American Disabilities Act (ADA) impacts will also be considered. There will be a crossing and ADA accessible path provided. It is possible we might be able to provide spectator bleachers for both fields as part of this project. We will be able to do eighty-foot foul line fencing and new backstops. LaCasse stated the city will try to salvage the ag lime that has been applied to that field over many years.

Anderla asked what city department is doing the storm water runoff improvements and if either of these projects will affect the Parks budget. Staff replied the Streets/Public Works Department will be the lead department, and neither project will affect the Parks budget. LaCasse added the storm water project will be split so the regrading will come out of the storm water budget. We will use our crews to try to remove the existing ag lime. The grading contractor for the two-foot grade lowering will put the ag lime back in place at the appropriate time. The city will pay for fencing and the irrigation system that has not worked for several years.

Anderla asked if the Brisbin playground will be affected when addressing the 100-year flood draining project. LaCasse stated it would not.

LaCasse addressed the Bonnell Park project again, stating that the existing turf is poor. This park is in a prime location, and it is the city's intention is to get it back in shape.

When Kallstrom asked how long will the Bonnell Park project take, LaCasse stated they plan to start June 1, 2016, so as to not impact the school season. We hope to have good turf established before 2017. Kallstrom asked where the youth baseball will play while this ballfield is out of commission. LaCasse stated staff has been working with the Anoka Ramsey Athletic Association (ARAA) to get all ARAA at Sunny Acres. We can also use the Rudy Johnson field, and can shift girls' softball from there to John Ward's field #3. Staff is confident we can accommodate them at other locations.

Steinbring asked if Bonnell fields are still part of a joint powers agreement between the city and school district. Staff confirmed the agreement is still in effect. The school district still mows it and paints the field. They also have a building on the property that will be impacted. Staff is in discussions with the school district to determine what they want done with it. It currently houses the irrigation system pumps, which are broken.

LaCasse stated the Fred Moore middle school plays baseball at Sorenson. The Fred Moore girls' team can go over to John Ward #3, which they have been doing for a couple of years. LaCasse stated she has been in communication with the coaches and will make every effort to avoid negatively impacting their teams.

**Nature Preserve Trailhead Update** – LaCasse reported that the Anoka Nature Preserve trailhead playground has been installed. Woodchips are in, and the features are being enjoyed by the public. Overhead photos were shown to the Park Board and will also be included in the city newsletter. Members were encouraged to visit this new play area.

#### MISCELLANEOUS

**Committee Assignments** – Nelson stated he intentionally skipped over the committee assignments for our new member in order to allow her to go through at least one meeting before deciding which areas of interest she wishes to be most involved in. Those present introduced themselves to new member Margret Kallstrom.

**City Manager's Position** – Lee reported that City Council has offered him the position of City Manager, effective December 7 at their regular City Council meeting. He has accepted.

**Homeless Tent Village** – Steinbring heard there was a tent village at Sunny Acres. LaCasse confirmed that several weeks ago individuals set up camp in the swamp behind the radio tower off of 11<sup>th</sup> Avenue. The Police Department removed them, and Public Services employees cleaned it up. Three truckloads of garbage were taken out of that site. Staff encouraged the Park Board to call the police if vagrants are seen to have set up tents or are seen sleeping in inappropriate locations.

**Riverplace Counseling Center** – Blankenship asked for an update on the status of the Riverplace Counseling Center. Lee reported the city will work with the Medveds to discuss relocating them to a site along Highway 10 via a land swap. Once an agreement has been reached and approved, the city will most likely raze the structures on the current Riverplace Counseling property; and it will become park land and part of the Riverwalk. If this plan goes to fruition, it will begin the spring of 2016. This will drastically change the entrance into our community.

**King's Island Channel** – LaCasse showed photos of the King's Island Channel and work being done there. All the plantings we put in on football day has been eradicated with the muck and mud on the banks. We will have to replant. It has been excavated up to the rip rap and erosion blankets have been installed. The channel water seems to be moving a little better. Resident Tom Hammer was out planting milkweed with youth doing community service. He is also assisting in picking the species of trees that should be replanted out there.

**Pedestrian Bridge** – Throne asked if any citations have been given out to bicyclists riding on the pedestrian bridge between Akin Riverside Park and Ferry Street. Lee was unaware of any. Throne suggested changing the wording on the sign at the entrances of the bridge to read "Bike riders need to yield to pedestrians". He suggested the Park Board Bike Committee or full Park Board discuss this matter at the next meeting.

**Soil and Water Conservation District** – LaCasse reported the Soil and Water Conservation District has completed the cedar tree riverbank revetment project. Along the Rum River Trail riverbanks and north through the Anoka Nature Preserve some forty-five trees were harvested. Parts of the trees were limbed off and cabled to the bank to capture sediment and rebuild the bank over time. This system works to help stabilize and rebuild shorelines, especially during high water. If this process works, we will consider a similar process in other areas. The cost to the city was approximately \$1,500 worth of cable, cinches, etc. Young adult environmental majors did the working, gathering experience in the process. Cedar was used to reduce rot. This will be monitored to determine its success, especially over the winter months.

**Castle Field Association** – Steinbring reported the Castle Field Association (CFA) completed its work on batting cages. They are considering the concept of running cable wires rather than tying them to the posts, similar to what is done at the high school fields. CFA is just considering that process and would be anxious to discuss it further. Steinbring, a member of the CFA, indicated they would consider making a contribution toward that project. He also reported that items stored at Castle Field that could have the potential to rot has been placed on pallets.

**2015 Christmas Tree Lighting Event** – LaCasse stated the 2015 Christmas tree lighting event out front of City Hall is scheduled for December 5, 2015, from 3:00 pm – 7:00 p.m. in the plaza. The actual lighting will take place at 6:00 p.m., there will be bonfires, and Santa will be there at 3:00 p.m., along with horse-drawn carriages.

#### ITEMS FOR NEXT MEETING

- Castle Field Plan, Final Phase
- Pedestrian Bridge Sign
- Review of Annual Report to City Council

#### ADJOURNMENT

There being no further discussion, a **motion was made by Kallstrom, seconded by Anderla, to ADJOURN THE MEETING.**

**6 ayes – 0 nays. Motion carried.**

Time of adjournment: 8:41 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Greg Lee". The signature is written in a cursive style with a large, stylized "G" and "L".

Greg Lee  
Public Services Director/Interim City Manager

Mava Mikkonen  
Public Services Secretary/Recording Secretary