

Meeting Announcement and Agenda
Cambridge Parks, Trails, and Recreation Commission
City Council Chambers
Meeting, Tuesday, September 13, 2016
7:00 pm

Members of the audience are encouraged to follow the agenda. Copies of the agenda are on the table outside the Council Chambers door. When addressing the Commission, please state your name and address for the official record.

AGENDA

1. Call to Order and Pledge of Allegiance
2. Approval of Agenda (p. 1)
3. Approval of Minutes
 - A. Approval of the April 12, 2016 minutes (p. 3)
4. New Business
 - A. Splash Pad discussion (p. 7 with attachments)
 - B. Grants for 2017 (Concert Series, Movies in the Park, Painting in the Park) (p. 7)
 - C. Long Range Plan discussion (p. 7 with attachments)
 - D. Updates on 2016 Parks projects (Verbal)
 - City Park Overlook-Erosion Control
 - WPA wall repair
 - Tennis Court/Pickleball update
 - Tennis court maintenance (Honeysuckle and Pioneer Park)
 - Restrooms and Fishing Pier (Legacy Grant)
 - Park Programming
 - Concert Series
 - Water Tower Park Swing Set
 - Ice Rinks
 - Yoga in Central Green
5. Other Business/Miscellaneous
 - A. City Council Update
 - B. Commissioner Concerns
6. Adjourn

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**PARKS, TRAILS, AND RECREATION COMMISSION
MEETING MINUTES
Tuesday, April 12, 2016**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Parks, Trails, and Recreation Commission was held at Cambridge City Hall, 300 – 3rd Avenue NE, Cambridge, Minnesota.

Members Present: Chair Kelli Klossner, Mark Ziebarth, Thea Lowman, Jennifer Fuhol, and Barry Wendorf

Members Absent: Lisa Iverson, City Council Representative (Absent) and Michael Larson, Youth Representative (Absent)

Others Present: City Planner Marcia Westover

CALL TO ORDER and PLEDGE OF ALLEGIANCE

Klossner called the meeting to order at 7:02 pm and led the Commission in the Pledge of Allegiance.

APPROVAL OF AGENDA

Ziebarth moved, seconded by Wendorf, to approve the agenda as presented. Motion carried 5/0.

APPROVAL OF MINUTES

Wendorf moved, seconded by Fuhol, to approve the February 9, 2016 Parks and Recreation Commission meeting minutes. Motion carried 5/0.

NEW BUSINESS

Parks, Trails & Recreation Commission Project Updates:

City Park Overlook-Erosion Control

Westover stated the hill at the City Park overlook off of 3rd Ave SW is severely eroded. Westover explained a plan has been prepared to control the erosion and direct visitors down a new path. Plans include the area off of 3rd Ave SW will receive new topsoil fill and seed, erosion control mats and logs, and numerous shrubs. A picket fence will be installed at the top of the hill to deter people from going down the hill. A new path will be created through the trees heading north to the parking lot area. The path will be cleared and recycled fiber plastic timber stairs will be installed. A sign will be installed directing people to the new stairway path. Westover stated this project is scheduled to be complete in June 2016.

WPA Wall Repair

Westover stated staff received bids to repair the Works Progress Administration (WPA) walls at City Park. The WPA fire ring will be removed and the stones from the ring will be used to fill in gaps in the walls at the WPA entrance wall, kiosk wall, and the 3rd Ave SW

overlook wall. City Council has requested Public Works obtain a plaque explaining historical information regarding the Works Progress Administration. The proposed cost for this work came in under the City's estimated budget. Westover stated the WPA walls are scheduled to be repaired this summer.

Tennis Court/Pickleball Update

Westover stated the removal of the tennis court at City Park prompted approval of a new tennis court at Central Green. The cost of the tennis court was bid with the 2016 street project, along with an alternate bid showing the cost for a second tennis court. The costs came in under the City's estimated budget and two tennis courts have been approved. A change order was also approved to build a third court that will house four (4) pickleball courts. Central Green will have two (2) tennis courts and four (4) pickleball courts this summer. Westover stated after this summer's use of the courts, the possible need for installing lighting for the courts will be reviewed next year.

Tennis Court Maintenance (Honeysuckle and Pioneer Parks)

Westover explained, at the last Parks Commission meeting, members voiced concerns and wanted to make sure that the City's existing facilities are maintained. The facilities in question to be maintained are the tennis courts at Honeysuckle Park and Pioneer Park. Public Works staff received quotes to repair the surfaces and it will be approximately \$10,000 per court to repair. Wendorf questioned if the resurfaced tennis court in Pioneer Park will be striped for pickleball again. Lowman asked if Kid QuickStart lines could be added to the resurfaced tennis courts as well as the new courts, making it easier for younger children to play on a smaller court. Westover will look into both the pickleball striping at Pioneer Park and the Kid QuickStart lines on the new tennis courts and report back to the Commission.

Restrooms and Fishing Pier at City Park (Legacy Grant)

Westover stated bids were received and awarded for the construction of the restroom at City Park. Work has already begun with hopes that the restroom is done by August 2016. The permit for the fishing pier design has been submitted to the DNR for approval and staff are currently waiting for the DNR's approval. If approval is received, staff will obtain bids for the construction of the fishing pier with hopes that it will be completed this summer as well. Westover stated these Legacy Grant items need to be completed by June 2017.

Park Programming

Westover stated staff will begin some Parks programming this summer. In June, the Boy Scouts will be offering a nature walk down the Boiling Springs Path and talk about hiking safety; Barry Wendorf will offer two free disc golf lessons and Cambridge-Isanti Community Education will offer a new fee-based geocaching class. Westover explained plans for a concert series in July in City Park, for both kids and adults, are underway.

Water Tower Park Swing Set

Westover said the swing set has been ordered and received. Public Works will install it this spring/summer.

Ice Rinks

Westover announced the Cambridge-Isanti Hockey Association recently donated \$10,000 specifically for the completion of new refrigerated ice rinks. City Council will be discussing the ice rink plan in the future.

Splash Pad

Westover stated at this time, staff does not have an update on this project.

Comprehensive Plan Steering Committee

Westover encouraged the Parks Commission members to be a part of the Comprehensive Plan Steering Committee. The Planning Commission members will be a part of this steering committee. Invitations have been sent to many community partners within the City, including but not limited to, faith groups, the medical community, manufacturers, business owners, residents with interest, Isanti County, neighboring townships, etc. Westover stated to let her know of anyone with an interest in being a part of this steering committee. The first meeting is scheduled for May 3, 2016 at 6:00 pm in the City Hall Council Chambers.

OTHER BUSINESS/MISCELLANEOUS

City Council Update

Westover provided an update on the last Council meeting, including a brief summary of the Minnesota Design Team visit.

Commissioner Concerns

Commissioners discussed the Local Options Sales Tax with regards to the upcoming ballot. Westover stated a referendum for library funds has been approved by the City Council to be on the 2016 ballot and City Council may be considering adding the remaining amount needed for the refrigerated ice rinks to the referendum as well.

Wendorf inquired about the existing Skate Park, asking if it will be moved to the new ice rink location when construction starts for the new ice rink. Westover confirmed this.

Zierbarth asked about options for collecting additional donations to help pay for some of the costs that would not be covered by the local options sales tax. Discussion ensued amongst the Commissioners regarding possible ways of funding these projects, how other communities charge a fee for use of facilities and other possible cost cutting and fundraising ideas.

Wendorf inquired about the tax forfeiture properties near City Park the City is interested in acquiring. Westover stated the City has secured part of a property in the northern area, with space some parking lot. Wendorf requested an aerial map of the properties the City is looking at purchasing to review. Westover will prepare this map for a future meeting.

ADJOURNMENT

Klossner moved, seconded by Lowman, to adjourn the meeting at 7:45 pm. Motion carried 5/0.

Kelli Klossner
Cambridge Parks, Trails, and Recreation
Commission Chair

ATTEST:

Marcia Westover, City Planner

DRAFT

This report will summarize items 4A through 4C on the agenda for discussion.

Item 4A-City Splash Pad Discussion

In an effort to start discussion on what the Parks Commission would like to see happen with a splash pad, I have included a couple different illustrations. These options are all under \$100,000. We started with a base cost of \$50,000 but quickly learned that doesn't get much in terms of splash equipment. The water recirculation equipment is costly in itself.

We would like the Parks Commission to discuss what they would like to see long term. Would you rather have one larger splash park in one location? Or would you like to see several smaller water features throughout the city in various parks and neighborhood parks. Are the options that are attached to this staff report sufficient? Or would you like to see more water features? The Parks Commission is asked to express their ideas with staff and we can then do more research. In addition, we will be discussing the Long Range Plan and what the importance is for a splash pad and what the options are for long range planning.

Item 4B-Grants for 2017

Staff will start seeking grant opportunities for a 2017 Summer Concert Series in City Park, Movies in the Park, and Painting in the Park. Staff would like your recommendation to move forward with seeking these grant options as there will likely be matching funds or a percentage of funds required by the city.

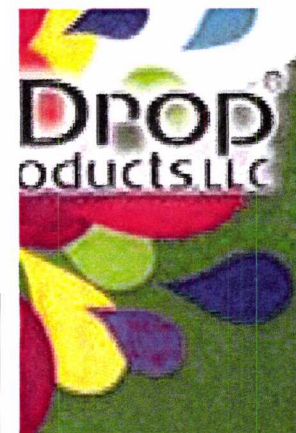
Item 4C-Long Range Plan Update

Attached is a copy of the 2015 Long Range Plan. Many of the items have been completed. It is time to re-prioritize and set goals for the parks.

Attachments

Splash Pad illustrations

2015 Long Range Plan (Priority Ranking and Timeline for Parks Improvements)



PROJECT 149



Splash Pad #1

\$25,000 equipment
plus: concrete, electrician, plumber
Approximate = \$80,000
total





Splash pad #2

\$36,000 equipment

plus: concrete, electrician, plumber

Approximate = \$100,000
total



10

Misting boulders

2015 Priority Ranking and Timeline for Parks Improvements

As established by the Parks, Trails, and Recreation Commission

Rank	Improvement	Approximate Cost	Timeline
1.	Ice Rinks	<p>Refrigerated (2 rinks) \$1,250,000 refrigeration rinks \$150,000 new boards \$100,00 lighting rinks, parking, security TOTAL \$1,500,000</p> <p>Unrefrigerated (2 rinks) \$190,160 unrefrigerated rinks \$150,000 new boards \$100,000 lighting rinks, parking, security TOTAL \$440,160</p> <p>The Parks Commission requested that if the refrigerated rinks are not approved, that at a minimum the unrefrigerated rinks get installed to get them on city owned property and to replace the rinks that have been removed in the past and the one that will be removed in the future.</p>	1-2 years
2.	Water Tower Park Swing Set	<p>\$1,314-"T" swing w/two seats \$846-curb \$450-wood chip base TOTAL \$2,610</p>	1-2 years
3.	City Park Future Improvements	<p>\$100,000-WPA Walls (depending on how much we historically preserve or reuse we might be able to save considerable \$) \$120,000-Parking Lot- 26 stall lot (concept A) \$270,000-Parking Lot-60 stall lot (concept B) \$40,000-Expanded play w/shade canopies \$8,000-New picnic w/shelter and \$10,000 tot lot \$15,000-Overlook view lawn restoration TOTAL \$358,000</p>	2-8 years ongoing
4.	C-I Bike/Walk trail connection	<p>\$475,000-paving, gravel, grading, clearing, drainage \$100,000-easements \$125,000-engineering, legal, fiscal, permits</p>	2-5 years

		TOTAL \$700,000	
5.	2 nd Tennis Court @ Central Green	\$45,000 It was suggested by the Parks Commission that two courts are best for families or groups wanting to play tennis.	2-4 years
6.	Programs in City Park	\$2,000-Outdoor Movie Theater system \$0- Partner with Community Ed Programs \$? DNR Programs \$0 Partner with school to have elementary classes garden, etc.	2-5 years
7.	Boiling Springs Trail	Undetermined at this point. Potential funding/grant needed for river bank restoration and snowmobile trail/bridge restoration	2-5 years
8.	Pioneer Park	\$6,000-Disc Golf \$23,000-Pickleball court \$20,000-Small Play equipment \$? Parking Issues-new parking lot?	6 years
9.	Brown Park Facility Plan	\$13,000-1/2 basketball court \$45,000-Tennis Court \$? Other	6-7 years
10.	Sandquist Park	\$200,000-Softball field \$230,000-Baseball field \$45,000-Tennis Court \$23,000-Pickleball court	6-10 years

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