
Meeting Announcement and Agenda
Cambridge Parks, Trails, and Recreation Commission
City Council Chambers
Meeting, Tuesday, August 13, 2019
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 July 9, 2019 minutes (p. 2)
4. Old Business
5. New Business
 - A. Update Priority List (p. 6)
 - B. Splash Pad Update (verbal)
5. Other Business/Miscellaneous
 - A. City Council Update
 - B. Commissioner Concerns
6. Adjourn

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Cambridge Parks, Trails, and Recreation Commission Meeting Minutes
Tuesday, July 9, 2019

A regular meeting of the Cambridge Parks, Trails, and Recreation Commission was held on Tuesday, July 9, 2019, at Cambridge City Hall Council Chambers, 300 3rd Avenue NE, Cambridge, Minnesota, 55008.

Members Present: Member Marisa Harder-Chapman, Member Mark Ziebarth, Member Kriste Ericsson and Council Appointee Mayor Jim Godfrey.

Members Absent: Ex-Officio Member Barry Wendorf, Member Tom Koep and Nick Claveau (Youth Representative).

Staff Present: Community Development Specialist Carri Levitski.

Call to Order & Pledge of Allegiance

Zeibarth called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

Approval of the Agenda

Godfrey moved, seconded by Harder-Chapman, to approve the agenda as presented. Motion carried unanimously.

Approval of Minutes

Godfrey moved, seconded by Ericsson to approve the March 12, 2019 minutes as presented. Motion carried unanimously.

Old Business

Dog Park Proposal

Darlane Streit spoke on behalf of the dog park group. Streit stated there is now a Facebook page for the dog park. Streit gave statistics on the frequency of the dog park use which has been significant and discussed many improvements that have been made by the city, including new signage, parking spots painted and expanding the parking lot, which is very much appreciated. The group would like to see other improvements made to the dog park such as adding fencing for a small dog area, adding a shelter for winter, fixing the fencing where there are holes, additional lighting (especially in winter) and expanding the main dog park to the tree line. It would also be beneficial to have a 3-tiered water fountain for different sized dogs and their humans. There was also discussion about having some type of kid's playground equipment as there are several kids present with their parents. The city has 3 waste receptacles at the dog park and also provides waste bags. It was noted that most people are very good about picking up their dog's waste and several people bring their own bags as well. A fundraiser to offset costs is being considered in October at the Armed Forces Reserve Center. There will be a spaghetti dinner and silent auction. Streit asked how they can donate their proceeds to the

dog park. Levitski explained that they would issue the check to the city as a restricted donation for the dog park.

Harder- Chapman asked if there is a prioritized list for the items mentioned. Levitski confirmed there is a list. Godfrey recommend the dog park group approach the Lions and noted Cub Foods offers groups to bag groceries for donations as well.

Green Step Cities

Levitski explained at the March 12, 2019 meeting, Commissioner Ericsson presented the Parks, Trails, and Recreation Commission with information regarding the Green Step Cities Program offered through the Minnesota Pollution Control Agency.

Levitski stated following the discussion, the Commission requested staff research the program further and discuss with other cities that are currently participating in the program related to how much staff time the program requires along with if there is any cost in participating in the program.

Levitski reported she reached out to the following cities: North Branch, Faribault, Winona, Arden Hills, Inver Grove Heights, Moorhead, Albert Lea, Belle Plaine, Bloomington, Cottage Grove, Golden Valley, Hastings, Edina, Isanti, Shoreview, White Bear Lake, Burnsville, Eagan, Eden Prairie, Elk River, Falcon Heights, Hutchinson, and Maplewood.

Levitski stated that each of these cities are somewhere on the spectrum of steps and she had discussions either through email or phone with many of the cities listed. They all were in favor of the program and had a lot of positive things to say. The most common were they appreciated the monthly webinars and specifically appreciate the recognition during the annual League of Minnesota Cities Conference. Levitski noted that Elk River stressed that it provides great framework for sustainability goals for cities.

Levitski reported that staff time varied from city to city. Larger cities like Bloomington put a lot of time into the program. The key message that she received was that Green Step does not put any pressure on cities to complete the steps so cities can spend as little or as much time as they would like on the program. The yearly reporting takes about 2 work days to complete. The most time spent on the program is during the first step. There is a lot of research and data performed up front. It was recommended by a couple cities to get an intern to get the city started. There were no other hard costs besides staff time and for the cities that hired an intern.

Levitski stated she has reviewed this information with Community Development Director, Marcia Westover and it was her recommendation that due to recent and upcoming staff transitions, we revisit this option in January and bring to Council to see if there is interest at that time. Staff is very supportive of this endeavor as research has shown that in the long run this program saves staff time in researching proven, cost-effective actions for cutting energy use, decreasing the city's carbon footprint, and accomplishing other sustainability goals that exceed regulatory requirements.

Ice Rinks – Mosquitoes

Levitski stated at their meeting in April, Commissioners raised concern regarding the standing water after a rainfall in the ice rinks. Levitski reported she spoke with Public Works Director Schwab, and he indicated the water dissipates before mosquitoes can breed.

Electronic Utility Billing Statements Messaging

Levitski reported the Finance Department is not in favor of putting forward messaging on statements due to the cost.

New Business

Disc Golf League

Levitski gave an update on the disc golf league. There are 21 people in the league which meets every Monday from June 10th through August 19th. They paid a \$10 registration fee which will go towards prizes and course improvements. All games are held at City Park which is a 9-hole course.

City Council Update

Godfrey updated the Commission on the last City Council meeting. There have been a series of listening sessions. 150 people came. Likes are the parks. Not likes...nothing for young kids to do. Younger families. Godfrey appreciates everyone's input on the committees. Shuffleboard was a consideration by the public as well.

Commissioner Concerns

Godfrey updated the Commissioners on recent City Council meetings. Ziebarth asked about the status of the library. Godfrey reported the plans are approved and May 15, 2020 is the scheduled completion date. Chapman-Harder brought up the installation of a swing set at Central Greens. Levitski stated it is being installed this season.

Ericsson had concerns regarding the maintenance of the rain garden off of Old Main St S. Levitski explained Public Works is responsible for the maintenance of the rain garden and she will bring this concern to the Public Works Director.

Community Education Youth and Adult Coordinator, Joell Tvedt stated they are working with the staff to offer a youth canoeing course.

Dick Welch, Board Member of the Cambridge Area Pickleball Association reported in February of this year the Cambridge Area Pickleball Association was incorporated as a non-profit corporation. Welch stated the group is meeting soon to prioritize their requests and looks forward to partnering with the City for future improvements.

Levitski updated the Commission on the questions that were asked during the parks tour in June. Commissioners asked if the name of Cambridge City Park changed to City Park. Levitski reported staff has always considered the official name as City Park.

Commissioners asked if a half basketball court could be added to Central Green. Levitski explained the area near the ice rinks have no space for additional equipment. The area north of the existing playground equipment is going to have a swing set installed soon and the pickleball courts are slated to be constructed in 2020. Other areas of the park have extensive underground utilities and don't lend themselves very well to ADA compliance. Levitski reported there are already courts at Pioneer and Honeysuckle Parks, a Bankshot court at Brown Park, and a half basketball court at City Park. Levitski stated she was told by the Public Works department that the current basketball courts are seldom used except for City Park.

Commissioners asked if the City can use the Local Option Sales Tax to plant trees at Sandquist Park to help with shade. Levitski stated the City can plant trees at the time the fields are constructed.

Commissioners asked if the tent site at the Spirit River Nature Area can be advertised on the park maps. Levitski explained the campsite was intended to be DNR short term, primitive, canoe campsite. The City provides limited maintenance which includes mowing and picking up trash approximately once per month. There is no plan to advertise them since staff has limited resources to maintain the site.

Other Business/Miscellaneous

There were no other items.

Adjournment

Being no further business before the Cambridge Parks, Trails, and Recreation Commission, Harder - Chapman moved, seconded by Godfrey, to adjourn the regular meeting at 7:42 pm. Motion carried unanimously.

Chair Zeibarth
Cambridge, Parks, Trails, and Recreation
Commission Chair

ATTEST:

Carri Levitski, Community Development Specialist

Revised August 2019
2018 Long Range Plan/Priority Ranking and Timeline for Parks Improvements
As established by the Parks, Trails, and Recreation Commission

Rank	Improvement	Approximate Cost	Timeline
1	Programs in City Park	<ul style="list-style-type: none"> • Summer Concert Series • Movies in the Park • <u>Painting Activities</u> in the Park \$20,000/year	Current
2	Parkwood Park	Trail grading and recycled material \$7,000	2018
3	Central Green	Scoreboards for Ice Rink \$33,000	1 year
4	West Park, City Park	Fat Tire Bike Trails	1-2 years
5	Central Green	Splash Park (60 x 90) \$213,000 Restroom/Shower/Changing Facility (required for splash pad) \$150,000 Trees or screen for townhomes at Central Green needed \$3,000	1-2 years
6	Parkwood Park	Trail completion (asphalt) \$10,000 Benches (\$500 per bench) Trees (\$2,000) <u>Fitness Equipment & Wheelchair Swing (\$20,000)</u> <u>Horseshoe Pits (\$5,000)</u>	1 - 2 years
7	Sandquist Park	Multi-Use Field (Football, Soccer, Lacrosse, etc.) 200' x 300' \$24,000 grading \$9,000 irrigation \$50,000 lighting (optional)	2 years
8	Parkwood Park	Horseshoe Pits \$5,000 Fitness Equipment \$10,000	2 years
9	Central Green	Pickleball Courts \$35,000 <u>\$80,000</u>	2020 Street Project??
10	Sandquist Park	\$200,000 – Softball field \$230,000 – Baseball field	5 years
11	C-I Bike/Walk Trail Connection	\$475,000 – paving, gravel, grading, clearing, drainage \$100,000 – easements \$125,000 – engineering, legal, fiscal, permits Total - \$700,000	5 years (2026 street construction project?)
12	Ice Rinks	Dome cover (220' x 105') \$585,000	5 years
13	Pioneer Park	Small Play Equipment \$20,000	5 years

14	Boiling Springs Trail	Undetermined at this point. Potential funding/grant needed for river bank restoration and snowmobile trail/bridge restoration	5+ years
15	Joe's Lake Preserve	Develop Trails \$?	5+ years
16	City Park Future Improvements	\$270,000 – Parking Lot – 60 stall lot (concept B) \$? Acquisition of additional property on Fern Street \$40,000 – Expanded play w/shade canopies \$8,000 – New picnic w/shelter \$10,000 – tot lot	5+ years