

**MINUTES OF THE PROCEEDINGS
OF THE PARK AND RECREATION ADVISORY COMMISSION
OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
MAY 29, 2018**

Present: Chair Donna Breeggemann, Commissioners Becky Brewster, Michael Salzwedel, Grant Tilus, Terry Stier, Nathan Warden

Absent: None

Also Present: Planner/Economic Development Specialist, Addison Lewis, Planner, Lucinda Meyers, Planning Intern Lauren Walburg

1.0 CALL TO ORDER

2.0 ADOPT AGENDA

3.0 APPROVAL OF MINUTES

A. March 26, 2018

Motion Stier second Brewster to approve the minutes as presented. Vote all ayes. Motion approved.

4.0 NEW BUSINESS

A. GreenStep Cities

Planning Intern Lauren Walburg presents on the City's involvement in the Minnesota Pollution Control Agency's GreenStep Cities program. The City is currently a Step Three GreenStep City and is working toward advancing to Step Four. Walburg highlighted nineteen best practices currently undertaken by the city and provided a timeline for advancement to Step Four.

Commissioners expressed interest in exploring the possibility of developing a community garden with an educational component, raising the idea of partnering with the school district.

Commissioner Brewster inquired upon the number of Step Five cities, and whether and how those cities have experienced measurable success. Has the program been proven to drive growth? Walburg indicated that there are only a handful of Step Five cities and that the program is currently working on an initiative to establish metrics that allow for the determination of the success of the program.

Commissioner Steir expressed interest in involving the business community and school district in the program. Stier suggested that both could provide organic waste collection along with their trash and recycling to bolster the city's effort.

Commissioner Tilus expressed interest in tracking metrics to determine program success.

Commissioner Brewster suggested that staff could promote the best practices and program progress in the city newsletter, website and Facebook page.

Discussion concentrated on the topic of water conservation and the variety of educational opportunities that can and should be taken to promote conservation and the resource in general.

B. Sidewalks and Trails Marketing Campaign

Planning Intern Lauren Walburg presents a marketing campaign for the promotion of the city's existing sidewalk and trail network. The campaign will be focused around providing trail and sidewalk maps to residents and visitors that are specific to their neighborhood. Bolton and Menk created a series of eight maps covering all of the community's neighborhoods as well as one map that includes the entire city.

Chair Breeggemann noted that an existing nature trail connecting the bluffs to Highway 282 was absent from the map. Breeggemann also noted that Minnesota River Valley Special Education Cooperative located on Hope Avenue should also be labeled on the map.

Feedback on the proposed campaign included involving the business community, churches and the school district and creating an associated event or time-period that includes activities.

Commissioner Tilus recommended creating an interactive map in a future phase of the campaign. The application could include information such as calories burned, time, distance, steps, pre-planned routes, etc. The application could be created in partnership with student web app developers.

C. Pineview Townhomes - Concept Plan

Planner Lucinda Meyers presents site for development near Wexford Square that is zoned R3.

The city is working with the developer to secure TIF financing. The developer has received support from EDA and City Council. The intent of this item is for the PRAC to look at the concept plan for parkland for the site. There is not a park in the area, the closest is Timberline which is a short to medium walk from the site. It is an area where park is desired. The city has been trying to work with the Wexford townhomes to develop the site, but could not get the owner to give up a spot. The association would have to pay for it, and they don't want to.

Troy Shrom and Tom Reef (developers) were at the meeting and are interested in building 28 units in 5 attached buildings, 6 of which would be affordable. The proposed parks will be an athletic court on the Northeast end, and a tot park on the Southwest end. The tot park is .3 acres and the athletic court is .24 acres which is approximately the same size as a single family lot in our R1 district. According to the subdivision ordinance the developer must provide 1.3 acres of park land or the cash equivalent - based on density in the area.

The commission provided feedback to the proposed parks and were able to ask questions of the developers.

Councilmember Stier inquired whether the athletic field would be a basketball court and if the developer would be willing to do the blacktop.

Developer Reef responds that yes they can, they would be doing the hard surface and the basketball posts.

Chair Breeggemann asks for an idea of what the developers may provide.

Planner Meyers clarifies that this is just a concept plan and that information is not determined at this time.

Chair Breeggemann asks for other activities besides basketball, maybe hopscotch or other sports

Commissioner Stier asks if the developer will be doing the curbing at the toddler park. Would they be willing to do curbing around mulch to protect it?

Reef answers yes, they plan to use green treat timbers

Chair Breeggemann responds that the city is moving away from green treat timber

Reef says they can be amendable to what the city wants.

Commissioner Brewster asks about the size of the lot in comparison to the park in sawmill.

Chair Breeggemann asks about access to the stormwater pond

Planner Meyers clarifies that the city has not hammered out access.

Chair Breeggemann states that there is a road in the back, and would probably be better than access through the athletic court

Planner Meyers points out trees and buffering around perimeter

Commissioner Brewster asks how big it would be, could there be a half-court basketball?

Reef answers that when you put your hard surface in the lot, you could obtain the 30x45 area as well as benches and sidewalks to access the court from the street.

Chair Breeggemann asks if we need it, maybe for ADA

Planner Meyers says she is not certain about requirements for ADA

Commissioner Stier asks about the bump-in shown on the plans.
Reef answers that is for parking.

Planner Meyers says that the road provided as an access point is privately owned, so it would be a private lot for the residents. The parking for visitors would be on street only.

Commissioner Stier says that is probably not that big of a deal given its size.

Commissioner Tilus suggests a children at play sign. There is a blind corner.

Commissioner Stier says he would like to see a fence for safety on the tot park, or bushes.

Chair Breegeman suggests a living fence. Do they have an age group in mind for the tot lot?

Reef says that is why they are here tonight. In other communities, they are looking at simplistic rigid playground - more like 2-6 year olds than 6-10. Parents can sit while kids play, creating a community.

Breegeman says 2-6 for tot lot, and older demographic for athletic fields

Commissioner Salzwedel says that it will be nice with the sidewalk for the older demographic walking by.

Shrom says they will do dedication of land and installation of park equipment.

Chair Breegeman asks for other questions

Commissioner Stier asks if they have other questions for the council

Reef asks to have the understanding to move forward with Lucinda and Addison regarding the park land.

Shrom asks where the process goes from here

Planner Meyers says we have received good feedback

Commissioner Tilus asks if there is a path from other homes to this park for pedestrians?

Discussion around providing signage and providing a safe route.

Commissioner Brewster says that there maybe should be a shelter or shade at the tot lot, or for parents watching their kids.

Reef asks if they are supposed to work with staff moving forward, or does it come back to PRAC

Meyers says that staff will work with them and with the timeline they will be able to come back to PRAC on July 23rd to go over the final proposal.

Commissioner Stier asks what the timeframe is with installing the parks?

Reef says it will be completed all at one time, in the ground in august, completion this time next year.

Planner Meyers asks the commission about the sport court feedback in sawmill woods, since it will be similar to the proposed athletic court in this development.

Commission says that they haven't heard any feedback, or that the feedback has been positive generally.

Reef asks if it is necessary to have basketball hoops

Commissioner Tilus says that as much as it can be multifunctional, the better. Inexpensive things like lines on the blacktop and tetherball.

Reef asks about the shelter, and if trees could work instead.

Chair Breegemann says that trees are desirable.

There is discussion around the parkland dedication and that the commission can vote on items via email if they reply separately.

D. Parks CIP Discussion

Planner Lewis presents the CIP for parks and asks commissioners to review the priorities. Look at it as a wish list, not everything will likely be implemented. The commission may want to consider adding other items to the CIP as well. Lewis explains that the CIP is for large infrastructure amenities. Lewis says the trail gap memo that was put together for the Comprehensive Plan could be included.

Discussion around what should be prioritized and how the items on the CIP were identified. There is also discussion around unnecessary items such as permanent restrooms, parking lots. Priorities also include safety netting and lagoon park hockey rink boards. Commission decided to hold off on updated to Lions Park until plan for interchange is identified. Discussion around Log Cabin and adding a kiosk to provide more explanation.

Planner Meyers says that we are not meeting our needs as far as ballparks. We are planning to add ballparks with the acquisition of the park land. A plan for funding one is needed.

Commissioner Brewster asks about the elementary school and whether they will install ballparks.

Planner Lewis says that we can assume that there will be some green space, but that is down the road. Commissioner Stier states hockey rink improvements and temporary boards at lagoon park are a priority. Commissioner Salzwedel says we will have to decide what to do with the existing hockey rink. Planner Meyers clarifies that we can move the warming house to lagoon park and potentially use the shelter for changing rooms for the splash pad and hockey rink warming house.

Planner Lewis asks if we want to prioritize items in any way? Commissioner Salzwedel says leave them as a list, no prioritization.

Commissioner Brewster says Timberline should be priority, and the hockey rink should also be a priority so that we can move forward.

The commission agrees that the hockey rink should be discussed at their next meeting so that they can make a decision.

Planner Lewis asks should we add the trail gaps to the CIP? If we are not going to prioritize a list, should we add all 5 to the CIP?

Planner Meyers asks out of the trails identified, any level of priority?

Discussion around trail on 21, inclusion of walking path - need for a walking trail over bridge.

Planner Meyers says that we can give that feedback to MNDOT to put walking paths on the bridge.

5.0 OLD BUSINESS

A. Multigenerational Playground Equipment

Lewis presents multigenerational playground. It is in line with 2 goals in the comp plan - active living and recreation opportunities and resources for all demographics. Staff has attached 2 brochures of information from vendors. Asked the commission to provide feedback.

Discussion around location of the park includes lagoon park and the mini met. There is also discussion around type of equipment that should be included and general consensus that the equipment should be multi-functional for many demographics. The purpose is to enhance the equipment at the CERC, not replace it. Maybe do a trial, select some equipment and see how it goes.

Planner Lewis says that if this is something we want to pursue further, we should include it in the CIP. Get recommendations first and maybe talk to the CERC people to get things that are complementary to what they have. We should not try and overlap, we should be complementary.

B. Sand Creek Dog Park - Shade Structure

Planner Meyers presents a request by residents for a shade structure at the dog park. The structure will need to be small and will be located within the existing fence.

Request from Commissioner Brewster to locate shelter just outside of the fence.

Commissioner Tilus asks if there is a protocol on shelters. Can we do this in all parks?

There is discussion around adding more mature trees and adding a shade structure similar to the structure built in sawmill woods.

Motion by Brewster to build a new shelter as discussed assuming cost won't exceed that paid for the structure in Sawmill Woods.

Tilus Seconded the motion. Vote all ayes. Motion passes.

6.0 PLANNERS REPORT

- A. Park Updates
- B. Next Meeting- July 23, 2018

The city is looking at plans for 2 new parks near Wexford Square. The city will be adding a third park with the acquisition of a future community park south of stone bridge. It is 10 acres and will serve stonebridge and bridle creek and will also serve wider community due to its size.

Commissioner Warden says he is getting an advisory council together of all demographics to see what people want in a new park. Maybe it does not need to be so structured.

Commissioner Stier states that Frisbee Golf may be a requested amenity.

Splash pad is being manufactured as we speak. We are targeting an opening date in early July.

7.0 CITY COUNCIL MEMBER UPDATE

Archery Range: the city is waiting on the Eagle Scout candidate. Scott will come up with design for targets and support structure and the scout will build them. Scout needs to come up with volunteers and \$\$ for materials.

Commissioner Stier says if scout can write up a plan, home depot may donate the materials, maybe Siwecks too.

8.0 COMMISSION MEMBER REPORT

Commissioner Warden states that community ed. is planning a splash pad celebration and music in the parks. July 21st may be splash pad celebration. Concession stand open or other things, maybe a firetruck. Asking for Sponsors - Lions.

9.0 ADJOURNMENT

Green space by St. Paul Lutheran Church, may be available for building a playground and community garden

Planner Meyers says we can explore it internally.

9.0 ADJOURNMENT

Motion to adjourn by Brewster

Seconded by Stier. Vote all ayes. Motion passes.

Tanya Velishek, Mayor

ATTEST:

Tom Nikunen
City Administrator