

**MINUTES  
PARK BOARD MEETING  
JANUARY 17, 2019**

The meeting was called to order at 6:33 p.m.

Present: Akenson, Josephson, Koster, Lee, Lombardi, Reeves; Town Board Liaison: Ruzek; Public Works Director: Reed; Planner: Riedesel.

Absent: None.

**APPROVAL OF AGENDA (Additions/Deletions):** Reeves moved approval of the agenda as submitted. Lee seconded. Ayes all.

**APPROVAL OF MINUTES OF DECEMBER 20, 2018:** Koster moved the approval of the Minutes of December 20, 2018, noting a correction on page one of the Minutes under Polar Lakes Park Fitness Court location “grant funding is available for equipment, not installation”. Reeves seconded. Ayes all.

**TOWNSHIP DAY / MOVIE IN THE PARK:** There was discussion regarding planning of Township Day and Movie in the Park. Lisa Beecroft was present to discuss her ideas on community outreach. Beecroft’s draft of responsibilities and pricing for her 2019 contract was presented and discussed. Staff decided to select the second Saturday of each month for the Movies in the Park, \$350 per night. Beecroft and the Staff will be looking into mosquito repellent that does not harm the environment or pollinators, deciding only the midsummer movie nights will need the most attention.

Beecroft’s price for Township Day is \$7,000 for 2019, a \$1,000 increase from 2018. Beecroft will be looking into musical numbers, one local band or artist and one more popular band or artist. Beecroft proposed that the VFW have a second tent for beverages, and Township Day to have a second smaller stage for kids. Kid-friendly entertainment such as magicians, kid groups, kid bands, etc. will be researched before next meeting. Beecroft stated that most activities she would run the same way, but she would change a few things with the bands. Something Beecroft has been thinking about is growing the audience. If the Township wants to try and get more people, larger age ranges, a band that encompasses a large demographic would be smart. Beecroft will be emailing samples of the bands discussed to the Staff.

MINUTES  
PARK BOARD MEETING  
JANUARY 17, 2019

Reeves motioned to approve contract, but to first send it to the Town's attorney before the Town Board Meeting. Koster seconded. Ayes all.

**RUTHERFORD PARK – THE MUNCH BUNCH – GOAT GRAZING:** Saputo Corporation is proposing to provide grant funding for a bike shelter at Rutherford Park. A flat area in the park was considered but the location was not well received by some of the neighbors. A second potential area for the shelter has been discussed which seems possible. One neighbor was okay with it. The Planner will talk with the other neighbor close to the proposed location and get their feedback. A suggestion was presented relative to having the bike shelter at Bellaire Beach rather than at Rutherford Park. There is currently an older open sided shelter at the suggested location at Bellaire Beach. A question was asked if Saputo would be agreeable with the Bellaire Beach location. It was noted that there is good exposure for them there and there would be parking. It was the consensus that the Bellaire Park Location be studied.

This agenda item is in process and was agreed to be moved to the next meeting.

**POLAR LAKES PARK – FITNESS COURT LOCATION:** **Fitness Court:** A fitness court has been recommended for Polar Lakes Park. The location is set at just west of the administrative offices for the fitness court, which will include an estimated cost of \$2,000 for surveying and a grading plan. The court is proposed to be 38' x 38', A \$30,000 grant is available for equipment for the court. A restroom was also being considered in this location. Romtec was contacted and provided examples of restrooms. Sierra IV Restroom was recommended which includes 10 toilets, 5 each; 640 sq. ft.; mechanical room; drinking fountains; and an ADA floor plan. Capra Utilities was contacted for an estimate to provide a sewer line to a central restroom location. The Sierra IV Restroom will require \$10,000 to \$15,000 to extend the sewer. The Staff proposed to get a map and cost estimates for an 8 toilet restroom. The Minnesota Department of Natural Resources has grant opportunities. The Park Board's needs have potential to be eligible for a few areas listed in the Outdoor Recreation Grant Program Manual. The total cost of the grant will be determined upon the application's acceptance. The application is due to the DNR in March.

Reeves made the motion for Riedesel to put in the application for DNR grants for a perimeter trail, restrooms, dugout roofs, and any other potential project for this park. Josephson seconded. Ayes all.

**WEST AVE – HANDICAP ACCESS:** The Town has been working with representatives of Ramsey County Parks & Recreation to design a handicapped accessible access to Bald Eagle Lake within the West Avenue right-of-way. Staff from Ramsey County parks, formerly the Ramsey County Solid & Water Conservation District, was contracted by the Town to design the access and solicit quotes/bids from contractors to complete construction.

MINUTES  
PARK BOARD MEETING  
JANUARY 17, 2019

Prior to this project the Town contracted with the Ramsey County Solid & Water Conservation District to design and provide bid documents to construct a raingarden and plantings at the site. When that project was completed, residents contacted the Town with a request to provide walking access to the lake from the site, which had existed prior to the raingarden improvement. Providing the lake access was reviewed by the Town at the time the raingarden was being designed. The access was not pursued at that time due to high cost estimates. When neighbors requested access across the property, the Park Board and Town Board reconsidered the construction of the access and approved a design and request for quotes/bids.

In late December staff from Ramsey County parks held a bid opening. One bid was received to complete the project. Field Outdoor Spaces provided a bid of \$22,955. County staff estimated a project cost of \$30,300.

Funding for this project is recommended from the Park Acquisition & Development Fund.

The Staff had no other bids, being that the bid was proposed at \$7,345 less than the estimated project cost. Riedesel noted that Rick Smith, the abutting neighbor, has reviewed the plan. It is also ADA compliant.

Koster motioned to move this agenda item forward to the Town Board for approval. Lee seconded. Ayes all.

**STABLE PROPERTY SUBDIVISION / DEER MEADOW PARK TRAIL EXTENSION:**

Riedesel held a neighborhood meeting a week before the Park Board meeting. The neighbors seemed happy with this trail extension. Riedesel retold the opinion of the trail as being the “missing link” in that area. A trail was added between lots 2 and 3, according to the updated plan. This item is on the agenda for the Planning Commission.

Lee motioned to take this item to the Town Board, leaving the layout as proposed. Koster seconded. Ayes all.

**BRANDLWOOD PARK:** Brandlwood Park is on the Town’s improvement list for 2019. A budget of \$80,000 was approved by the residents at the Annual Budget Meeting. Funding for the improvements is being transferred from the 2018 General Fund to the 2019 Park Improvement Fund. Improvements to the Bellaire Beach building in 2019 are also included in the transfer. Staff would like to see the following improvements to Brandlwood Park:

- Replace outdated equipment with new equipment recommended by the neighborhood, this equipment includes the spring riders, climbing structure, teeter totter and possibly the swing set. These structures are in the older part of the playground. The newer multi-use structure and climbing boulder should remain.

MINUTES  
PARK BOARD MEETING  
JANUARY 17, 2019

- Replace the sand portion of the playground with engineered wood fiber. Approximate area (including replacing the existing wood fiber) 222 cubic yards. the estimated cost is \$5,400.
- Replace the plastic border with concrete curbing. Estimate cost using current budget= 385' x \$30/lineal foot = \$11,550.00.
- Replace the 3 maple trees in the park. Consider replacing the 7 ash trees also. Figure \$350.00 each for landscape quality trees.
- The in-ground benches should be replaced with new ones mounted on slab. The cost estimated is approximately \$2,000.
- The backhoe could be eliminated or kept. If the backhoe remains, the sand area around the backhoe should remain.

These costs should be deducted from the \$80,000 budgeted for the park upgrade. If all the above are replaced, the remaining budget is approximately \$57,500.

It was the consensus to hold a neighborhood meeting as part of the February Park Board meeting to receive input from the neighbors regarding what they would like to see in the park. The meeting will be held at Heritage Hall.

**KAYAK RACKS – SUMMIT LANE/BELLAIRE BEACH – REVIEW POLICY:** The Park Board has been discussing adding a single kayak rack at the Summit Lane access and seeing how it goes. Placement of a kayak rack at Bellaire Beach could be considered after it is known if the Summit Lane rack is used. The Park Board recommended to the Town Board to authorize the purchase of a single free standing kayak rack, for 3 kayaks, at a cost of \$220 for use at the Summit Lane access. The Town Board authorized the expenditure and placement of the kayak rack at the Summit Lane access at the December 17, 2018 Town Board Meeting.

Staff reviewed policies of other communities relative to kayak storage. Staff has developed a Kayak Storage Policy based on the Birchwood policy which was comprehensive. The intent of the policy is to allow the users of Summit Lane and Bellaire Beach the convenience of storing their kayak at these locations when not in use. The kayaks must be stored in racks, and must be properly licensed and registered with the Town. All kayaks must have a permit displayed on their watercraft in the form of a sticker obtained at the Town Offices. The cost of the permit is \$20.00 (proposed) and must be purchased annually. Kayaks cannot be placed on the racks until a permit has been purchased and a slot assigned. The season officially opens May 1st and closes November 1st and/or without a permit will be impounded at the owner's expense. There is a proposed fee of \$50.00 for residents using the racks without a permit and fee of \$100.00 for all watercraft that must be removed by the Town due to lack of a permit or failure to remove a kayak prior to November 1st. To register a kayak for a slot, an application needs to be completed and delivered to the Town Offices with a \$10.00 check to select a spot (first come, first serve).

MINUTES  
PARK BOARD MEETING  
JANUARY 17, 2019

This item is on the agenda for the Town Board this month. The goal with the kayak racks is to implement them at more locations gradually: Summit now, Bellaire perhaps in the future.

Josephson moved to recommend to the Town Board to approve the Kayak Storage Policy with fees and placement of a sign on the rack. Koster seconded. Ayes all.

**PUBLIC WORKS DIRECTOR REPORT:** The Public Works Director reviewed Park Projects as outlined in the Public Works Department Activity Report for December 2018. **Park Projects:** The ice rinks are being maintained at Eagle, Red Pine, and Mead Parks.

**ADDED AGENDA ITEM:** This item was not formally added, but was discussed very briefly along with the kayak racks at Summit Lane. Saputo Station will be at Bellaire Beach, but the Park Board is waiting for changes and feedback from the Town Board.

Koster moved to adjourn the meeting at 8:14 p.m. Lee seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh  
Recording Secretary