

**AGENDA
MAPLE PLAIN PARK COMMISSION
MAPLE PLAIN CITY HALL
DECEMBER 15, 2014
7:00 PM**

- I. CALL TO ORDER**
- II. ADOPT AGENDA**
- III. CONSENT AGENDA**
 - A. Approve the September 15, 2014 regular meeting minutes.
- IV. ADMINISTRATIVE REPORTS**
 - A. Park Commission Budget Update
 - B. Thank you to Commissioner Lillejord- Rainbow Park Improvements
 - C. Rainbow Park Trail Update
- V. OLD BUSINESS**
 - A. Project Planning
- VI. NEW BUSINESS**
 - A. Providence Academy renting Timpe Field
- VII. COMMISSION REPORTS & OTHER BUSINESS**
- VIII. VISITORS TO BE HEARD**

Note: This is a courtesy extended to persons wishing to address the Parks Commission who are not on the agenda. A completed public comment form should be presented to the city administrator prior to the meeting; presentation will be limited to 3 minutes. This session will be limited to 15 minutes.
- IX. ADJOURNMENT**

Next meeting: January 19, 2015 at 7:00 p.m.

**Maple Plain Park Commission
Meeting Minutes
September 15, 2014
Maple Plain City Hall
7:00 PM**

I. CALL TO ORDER

John Timpe, Chair, called the meeting to order at 7:01 p.m.

Present: Commission Chair, John Timpe; Park Commissioners Jeff Brown. Jessi Lillejord, Dana Oas, Mike Rippberger; Council liaison Jerry Young; and Assistant to the City Administrator, Maggie McCallum.

Absent: Park Commissioner Lyle Brandt

II. ADOPT AGENDA

Oas moved to adopt the agenda; Young seconded. Motion passed 3-0.

III. CONSENT AGENDA

Oas moved to adopt the Consent Agenda; Brown seconded. Motion passed 3-0.

Item(s) approved under the Consent Agenda:

- A. Approve the August 18, 2014 regular meeting minutes.

Commissioner Ripperberger entered the meeting at 7:04 p.m.

IV. ADMINISTRATIVE REPORTS

A. Park Commission Budget Update

Assistant to the City Administrator, Maggie McCallum, provided a budget update to the Commission.

McCallum informed that the city paid for the additional sets of pickleball paddles.

B. Maple Plain Days Update

Assistant to the City Administrator, Maggie McCallum, provided an update on the 2014 Maple Plain Days.

Commissioner Brown asked if personal thank you cards were being sent to sponsors and volunteers. McCallum responded that the Maple Plain Days Committee sent out thank you cards.

Brown suggested that next year the Committee look into doing more kids activities.

Commissioner Lillejord entered the meeting at 7:07 p.m.

Council Liaison Young informed that he had received all positive feedback about the event. Young stated that the Committee is considering some changes to the event such as a two-day event instead of a three-day event, more food vendors, change in location and changes to the movie in the park.

Commissioner Lillejord said that the movie in the park with her kids and that it was a great event. She stated that she would like to see it stay on Thursday.

The Park Commission discussed the event further.

V. OLD BUSINESS

A. Park at Northside Park

Assistant to the City Administrator, Maggie McCallum reintroduced this item to the Commission.

She asked the Commission to discuss the potential plans for the current outdated swings and diggers at Northside Park.

Oas suggested that a volleyball court could be placed by the basketball court.

Young suggested that the Commission revisit its short-term and long-term planning goals for large and small projects. He stated that this would allow for a plan moving forward and will provide the Council with a future vision for the parks.

VI. NEW BUSINESS

VII. COMMISSION REPORTS & OTHER BUSINESS

Young informed that the Council was looking into paving the trail at Rainbow Park. He stated that the parking lot will be paved with the Main Street West and Rainbow Avenue Project.

Brown stated that it would increase usage of the trail.

Lillejord agreed stating that it is currently hard to maneuver a stroller on the trail.

Young asked if planning for the ice rink should begin.

Lillejord stated that it would be a good time to start getting volunteers organized. Lillejord volunteered to get the scheduling system for volunteers more organized.

Young asked that the City put something in the upcoming newsletter asking for volunteers.

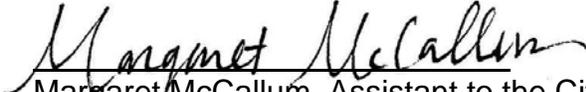
Lillejord asked about creating a possible trail connection across Halgren. McCallum stated that she would look at the City's Walking and Biking Plan.

VIII. VISITORS TO BE HEARD

IX. ADJOURNMENT

Young moved to Adjourn; Oas seconded. Motion passed 5-0. Meeting adjourned at 8:07 p.m.

Prepared by



Margaret McCallum

Margaret McCallum, Assistant to the City Administrator



Agenda Information Memorandum
December 15, 2014 Maple Plain Park Commission

IV. ADMINISTRATIVE REPORTS
A. PARK COMMISSION BUDGET UPDATE

ACTION TO BE CONSIDERED

To provide an update on the Park Commission Budget.

FACTS

- The yearly City budget allocates \$20,000 per year to the Park Commission as a means to plan for and make improvements to City Parks.
- Spending of Park Commission funds is approved by the Council.
- The 2014 Park Commission starting budget was \$24,519.44.
- **The current balance is \$26,177.94.** This includes two donations; one for \$2,000 from the Orono Baseball Association and one for \$1,000 from the Maple Plain Town Team.
- The Park Commission currently has two Timpe Field projects underway.
 - Baseball Field Dugout Fencing/Concrete Work
 - Baseball Field Turf
- The concrete work has been completed. The City paid \$645.00 towards this work. The City agreed to pay up \$1,500 for the baseball field dugout fencing/concrete work.

ATTACHMENTS

Attached on page(s) ____ through ____ is a breakdown of the 2014 current budget.

2014 Projects	Cost	Park Commission	Other
Starting Budget- \$24,519.44			
Baseball Field Dugout Fencing/Concrete	Partially Complete	(\$1,500.00)**	NA
Concrete Work	\$645.00	\$645.00	
Pickleball Striping	\$550.00	\$550.00	
Pickleball Equipment	\$68.52	\$68.52	
Baseball Field Turf	NA*	Estimate- \$850 + Tax	NA
Pickleball Equipment	\$77.98	\$77.98	NA
Current Balance	\$23,177.94		
Miscellaneous Revenue			
Orono Baseball Association	\$2,000.00		\$2,000.00
Maple Plain Town Team	\$1,000.00		\$1,000.00
Balance with additional revenue	\$26,177.94		

*These projects have not been completed. The City has not received an invoice to date and therefore it is not reflected as a paid item.

** The City will pay up to \$1,500 for the Baseball Field Dugout Fencing and Concrete Work. \$645.00 has been paid for.



Agenda Information Memorandum
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IV. ADMINISTRATIVE REPORTS

B. THANK YOU TO COMMISSIONER LILLEJORD-RAINBOW PARK IMPROVEMENTS

ACTION TO BE CONSIDERED

To update the Commission on Rainbow Park improvements and to say thank you to Commissioner Jesse Lillejord for making those improvements.

FACTS

- In September, Commissioner Lillejord asked the City if she could perform some maintenance at Rainbow Park.
- The City supplied paint and brushes.
- Commissioner Lillejord painted the teeter totters and the benches.

ATTACHMENTS

Attached on page(s) ____ through ____ are before and after pictures of the improvements.





before



after

before



after



Agenda Information Memorandum
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IV. ADMINISTRATIVE REPORTS
C. RAINBOW PARK TRAIL UPDATE

ACTION TO BE CONSIDERED

To provide an update on the new Rainbow Park trail.

FACTS

- In October, the Council approved the paving of the Rainbow Park trail.
- Residents petitioned that the trail be paved so that it could be used year round and so that it would be more accessible to all users.
- The Council agreed with residents in that it would be a valuable addition to Rainbow Park.
- The total cost of the project was about \$61,000 and paid for by the City.

ATTACHMENTS

No attachments.



Agenda Information Memorandum
December 15, 2014 Maple Plain Park Commission

V. OLD BUSINESS
A. PROJECT PLANNING

ACTION TO BE CONSIDERED

To discuss future project planning.

FACTS

- Previously, the Park Commission went through a project planning process to determine what park improvements and projects could be performed.
- Some projects have been completed.
- The Park Commission needs to update the project planning document to plan for future projects and goals.

ATTACHMENTS

Attached on page(s) ____ through ____ is the project planning document.

CITY OF MAPLE PLAIN
2011-2016 PARK CAPITAL PROJECTS

Plan approved ___/___/2011.
 Plan updated 11/09/11.

CAPITAL PROJECTS

Project	Estimate	Completed	Park/Area	Year	Time (Years)	Notes
Land						
Park or green/open space						
Acquisition	\$100,000.00		Gateway		10+	Green/open space in Gateway Redevelopment Area - 20,000 sq ft. @ \$5/sq. ft. (est). (Est.) \$11,500/sq ft (Est. By: Bonestroo.)
Development	\$23,000.00		Gateway		10+	
Play Equipment/Area			Gateway		10+	
Pavilion, shelters, etc.			Gateway		10+	
Wishing Well			Gateway		10+	
Playgrounds						
Toddler Play Equipment			Northside		0-3	Tripod, 10 feet high, 8 seats, 40'x64'
Play Equipment			Northside		0-3	
Swings	\$5,662.59		Northside		0-3	City paid \$8,053.90 in 2009 using company discount offer for 50% off.
Replace Play Equipment	\$10,508.50		Rainbow		3-5	
Swings	\$2,489.00		Rainbow		3-5	Average of two projects in other cities.
Replace Play Equipment	\$16,261.00		Bryantwood		3-5	
Toddler Play Equipment			Bryantwood		3-5	2 See Saws at each park (Bryantwood, Northside & Rainbow) x \$1250 each.
Splash Pad	\$202,567.00		Gateway		5-10	
Splash Pad			Rainbow		5-10	
See Saws	\$7,500.00		All Parks		0-3	
Slide	\$10,988.00		Bryantwood		3-5	
Courts & Fields						
Tennis Court (Double)		\$99,500.00	Rainbow	2012		Project completed by Omann Brothers Paving
Resurfacing Bball Court		\$2,160.00	Northside	2011		Project completed by Dermco Lavine
Half Basketball Court			Rainbow	2010		Project completed by Dermco Lavine
Hockey Rink Surface	\$46,000.00		Rainbow		5-10	Concrete surface.
Shuffleboard Court			Rainbow		5-10	
Horseshoe Pits			Rainbow		5-10	
Putting Green	\$4,995.00		Pioneer		0-3	Quote: 08/15/2011 Ram Buildings, Inc.
Driving Range	\$5,695.00		Pioneer		0-3	Quote: 08/15/2011 Ram Buildings, Inc.
Skateboard Park	\$75,000.00		Rainbow		10+	
Complete Softball Fencing		\$5,898.00	Northside	2013		Softball fencing completed by Sterling Fence
Batting Cage		\$3,969.99	Northside	2013		Purchased from On-Deck Sports: Installed by Maple Plain Town Team. (\$2000.00 from Park Commission)
Structure & Facilities						
Rainbow Picnic Shelter (3)	\$29,255.75		Rainbow		3-5	Demolish existing structure and concrete pad. New concrete pad; rebuild structure with metal roof. Asphalt roof: \$31,778.69(Est. By: All Star Construction.)
Northside Picnic Shelter			Northside		5-10	Replace or upgrade shelter.
Bathroom & Storage	\$57,000.00		Rainbow		3-5	New facility w/ADA-accessible restrooms; storage and warming house (\$157,000 construction, architect & engineering); \$21,600 veneer block.
Bathroom & Storage			Northside		5-10	Facility w/ ADA-accessible restrooms; storage and concession stand.
Softball Field Dugouts		\$5,840.00	Northside	2013		
Netting over Concession			Northside		5-10	
Bleachers			Northside		5-10	
Indoor Greenspace			Gateway		10+	Year-round activities, such as mini golf, walking area, gardening. Community events center similar to Edinborough in Edina.
Trails						
All Trails/Sidewalks			City Wide			Per City comprehensive trail plan
Pedestrian Underpass			Oak & TH12			Pedestrian tunnel under Highway 12 at Oak Street.
Concrete Sidewalks		\$3,584.00	Rainbow	2012		Around warming house/shelter/restrooms. (Est. By: Johnson Masonry.)
Complete Concrete Work	\$1,200.00		Northside		0-3	(Est.) Finish concrete work around concession stand/restrooms.
Water Plant Trail	\$14,040.00		Pioneer Park		0-3	Funded through MN Public Facilities Authority loan. (Est. By: Country Roads Paving.)
Northside Park Trail	\$119,000.00		Northside		3-5	2010 DNR grant application: \$59,500; Local Match: \$29,750 (City) & \$29,750 (County - proposed)
Industrial Park Trail	\$137,300.00		Industrial Park		3-5	2010 DNR grant application: \$68,6500; Local Match: \$34,325 (City) & \$34,325 (County - proposed)

Rainbow Park Trail		Rainbow	2014		Paved by LaTour Construction with the Main Street West/Rainbow Avenue Project
Trailhead & Rest Area		Gateway		5-10	Trailhead, kiosks and restrooms at Park and Ride site.
Kiosks & Trail Signage		City Wide			
Parking					
Small Parking Lot	\$12,645.00	Northside		5-10	Pave small parking lot adjacent to picnic shelter at Northside Park. (Est. By: Country Roads Paving.)
Large Parking Lot	\$68,774.00	Northside		5-10	Pave main parking lot at Northside Park. (Est. By: Country Roads Paving.)
North Parking Lot	\$25,256.00	Rainbow	2014	5-10	Pave main parking lot area at Rainbow Park. Completed by LaTour Construction with the Main Street West/Rainbow Avenue Project
South Parking Lot	\$8,555.00	Rainbow		5-10	Pave small parking lot area on southern edge of Rainbow Park. (Est. By: Country Roads Paving.)
Miscellaneous Projects					
Timpe Ball Field Lights	\$195,000.00	Northside		0-3	Quote: 08/12/2011 by MUSCO Lighting. (Option: 5-year lease.) Install lights both Timpe Field/Softball - \$290,000; \$65,600 5-year lease option.
Softball Field Lights	\$115,000.00	Northside		0-3	Quote: 08/12/2011 by MUSCO Lighting. (Option: 5-year lease.)
Tennis Court Lights		Rainbow		0-3	Metered, timed lights.
New Park Entrance Sign	\$1,500.00	Northside		0-3	
New Park Entrance Sign	\$1,500.00	Rainbow		0-3	
New Park Entrance Sign	\$1,500.00	Bryantwood		0-3	
New Park Entrance Sign	\$1,500.00	Pioneer		0-3	
Bike Racks		All Parks	2011		
Water Fountains	\$4,200.00	All Parks		0-3	(Each) Antique design water fountain; matches City street lights from Design Guidelines.
Trees		All Parks			Trees replaced and added to Rainbow Park 2014
Flower Beds		All Parks		5-10	
Wind Turbines				10+	Generate revenues for City parks.
Solar Panels				10+	Require of all government buildings and new developments.
Equipment					
Hockey rink sweeper		Rainbow		3-5	
Hockey rink surfacer		Rainbow		5-10	

TOTAL ALL PROJECTS	\$1,303,891.84			
Total Redevelopment	4,225,320.00	Square Feet		
	97.00	Acres		
Redevelopment Price	\$0.31	Per SF		
SF in an Acre	43,560.00			
Single Family SF (1/3 A)	14,520.00			
Single-Family (1/3 Acre)	\$4,480.73			
Multi-Family (20 EDUs)	\$89,614.56			
Commercial (2 Acres)	\$26,884.37			

COMMUNITY ACTIVITIES

Programs					
Movie in the Park		Northside	Yrly		Includes estimate for movie licensing. Proposed date for budgeting was Saturday, October 2, 2010. Date includes discounted price.
Winter in the Park		Rainbow			

MAINTENANCE PROJECTS

Project	Estimate	Option	Park/Area	Year	Notes
Wood Fiber in Play Areas	\$8,613.78		All Parks		0-3 Replace pea gravel with engineered wood fiber under play areas at Northside, Rainbow and Bryantwood Parks.
ENF (RNB Only)		\$2,500.00	Rainbow		0-3 Rainbow Park 2560sf; 100 yards delivered
ENF (NTH Only)		\$3,140.00	Northside		0-3 North Side Park 2850sf; 116 yards (2 deliveries)
ENF (BRY Only)		\$3,908.00	Bryantwood		3-5 Bryantwood Park 3495sf; 144 yards (2 deliveries)
Rainbow Picnic Shelter (1)	\$4,161.06		Rainbow		5-10 Remove and replace existing metal roof. (Est. Provided By: All Star Construction.)
Rainbow Picnic Shelter (2)	\$6,714.00		Rainbow		5-10 Remove existing metal roof; repace with 30-year shingle and new plywood decking. (Est. Provided By: All Star Construction.)
Hockey Rink Liner	\$5,000.00		Rainbow	2011	



Agenda Information Memorandum
December 15, 2014 Maple Plain Park Commission

VI. NEW BUSINESS
A. PROVIDENCE ACADEMY RENTING TIMPE FEILD

ACTION TO BE CONSIDERED

To discuss the possible renting of Timpe Field by Providence Academy.

FACTS

- Chair Timpe will provide information at the meeting.

ATTACHMENTS

No attachments.