



AGENDA

Parks, Recreation and Environmental Commission (PREC)

February 3, 2021, 6:30 p.m.

ELECTRONIC MEETING VIA ZOOM

Due to COVID-19 and pursuant to Minnesota Statutes Section 13D.021, this meeting is taking place electronically via Zoom.

- ***Watch the meeting electronically:*** To observe the meeting electronically, visit www.newbrightonmn.gov or tune into CTV Channel 8023 (CenturyLink) or Channel 16 (Comcast).
- ***Join the meeting electronically:*** Due to the limitations of our meeting software, we kindly ask that you join the meeting electronically only if you need to interact with our elected officials or staff. To join the meeting electronically, visit: <https://us02web.zoom.us/j/86807375776?pwd=WnV6NFFsOGZHQ1VoK2lubmZZNms5UT09> (no app needed) or use your Zoom app to join by entering Meeting ID: 868 0737 5776 and Passcode: 082910

I. Call to Order

II. Roll Call

- | | |
|--|--|
| <input type="checkbox"/> Chair Matt Johnson | <input type="checkbox"/> Commissioner Abe McEathron |
| <input type="checkbox"/> Commissioner Pauline Alfors | <input type="checkbox"/> Commissioner Julia O'Rourke |
| <input type="checkbox"/> Commissioner Gary Bank | <input type="checkbox"/> Commissioner Mike Santi |
| <input type="checkbox"/> Commissioner Amelia Kuiper | <input type="checkbox"/> Commissioner Charles Warner |
| <input type="checkbox"/> Vacant Seat | <input type="checkbox"/> City Staff Members |

III. Approval of Agenda

IV. Approval of the January 6, 2021 Minutes

V. Business Items

- A. Minnesota Outdoor Recreation Grant, Hansen Park** – Jennifer Fink, Director of Parks and Recreation and Candace Amberg, WSB

VI. Announcements

- A. City Council Report** – Emily Dunsworth, City Councilmember

** A quorum of the City Council may be present.*

B. PREC Chair Updates – Matt Johnson, Chair

C. Department Happenings and Upcoming Events – City Staff

VII. Adjournment



MINUTES

Parks, Recreation and Environmental Commission

January 6, 2021 City Hall

Council Chambers 6:30 p.m.

I. Call to Order

The meeting was called to order at 6:30 p.m. by Chair Johnson. Due to the COVID-19 pandemic this meeting was held virtually.

II. Roll Call:

Members Present: Commissioners Pauline Alfors, Gary Bank, Matt Johnson (Chair), Abe McEathron, Julia O'Rourke, and Mike Santi.

Members Absent: Commissioner Amelia Kuiper and Charles Warner.

Also Present: Director Jennifer Fink; Assistant Director Jason Hicks; Recreation Coordinator Ali Lukin; Recreation Supervisor Maria Larson; and Council Member Emily Dunsworth.

III. Approval of Agenda

Motion by O'Rourke, seconded by Bank to approve the agenda as presented. A roll call vote was taken. Motion carried 6-0.

IV. Approval of Minutes

Motion by McEathron, seconded by O'Rourke to approve the December 2, 2020 minutes as presented. A roll call vote was taken. Motion carried 6-0.

V. Business Items

A. Update on Mission Possible Distance Learning Day Camp and Special Events – Maria Larson, Recreation Supervisor

Director Fink stated she was delighted to have Recreation Supervisor Maria Larson and Recreation Coordinator Ali Lukin at this meeting to speak about the Mission Possible Distance Learning Day Camp.

Recreation Coordinator Lukin discussed the goal of the Mission Possible Day Camp which was to provide a safe place for parents to send their kids when they are not in school while parents are working. She reported children K-5 could attend Mission Possible Day Camp.

Recreation Supervisor Larson explained the program runs from 7:00 a.m. through 6:00 p.m. and follows the Mounds View School District schedule. It was noted the program has 50 kids at this time in ponds of up to 11 kids per instructor. She reported the program was flexible and can adjust from hybrid to fully distanced learning as necessary. The fee for the program was reviewed and it was noted there was a two day per week minimum for students. She commented students received two snacks per day and lunches have been provided by the Mounds View School District and have been delivered by the Public Safety Department. Students are provided with a bin that includes basic school supplies, including headset, scissors, colored pencils, markers, glue, etc.

Recreation Coordinator Lukin discussed how staff works with parents and teachers to obtain and confirm every child's unique distance learning class schedule. Staff helps student's login to their computers, open their meetings and focus during class times. When students are not in class meetings, staff assists them with homework. She reported staff also sends home daily notes to parents about class meetings, homework and overall behavior.

Recreation Supervisor Larson stated when students were not in meetings and doing homework staff has planned a variety of activities for students while included arts and crafts, yoga, group games, sledding in the parking lot, visits to the eagle's nest, journaling and quiet time, bingo, trivia, and relay races.

Recreation Coordinator Lukin described how staff was working to maintain the health and safety of the children and staff members. It was noted all student and staff members wear masks and social distance as much as possible. All classrooms, including work spaces, are disinfected by staff every evening. Students frequently wash their hands, including before and after snack and before entering any new space. In addition, staff conducts temperature checks when students first arrive at the community center.

Director Fink reported staff saw a need in the community and created this program to meet the need. She anticipated things would change in the future as the Mounds View School District works to get students back in the classroom. She indicated there may still be families that would like to utilize the Mission Possible Day Camp for health and safety purposes. She planned to continue the day camp through mid-February. She stated she was very proud of staff and their efforts to create and implement this program.

Discussion included:

- The Commission commended City staff on their efforts.
- The Commission believed this program was positively impacting the students involved in the day camp.

VI. Announcements

A. City Council Report – Council Member Emily Dunsworth

Councilmember Dunsworth provided the Commission with an update from the City Council. She reported the Council would be meeting on Saturday, January 9, 2021 in person to meet the new Councilmembers and set goals for the coming year.

B. PREC Chair Updates – Matt Johnson

Chair Johnson thanked staff for the gnome hunt and stated this has been a great way to get people out to the parks. He reported the ice skating rinks were being used and he appreciated staff's effort to keep the rinks well maintained.

C. Department Happenings and Upcoming Events – City Staff

Director Fink thanked her staff members for creating the gnome hunt in New Brighton. She reviewed the NBCC door counts from 2020 noting there were still over 182,000 visitors. She reported golf numbers were amazing for 2020 stating there were 514 rounds in December. She discussed how she was working with the Irondale Ski Team to set trails at the golf course. She continued to look at how programs operate through this winter and noted HVAC improvements were being considered at the community center.

The Commission encouraged City staff to consider providing spaces for groomed bike trails.

VII. Adjournment

Motion by Bank, seconded by McEathron to adjourn the meeting at 7:00 p.m. A roll call vote was taken. Motion carried 6-0.

Respectfully submitted,

A handwritten signature in black ink that reads "Jennifer Fink". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Jennifer Fink
Director of Parks and Recreation



Memo

To: Parks, Recreation and Environmental Commission Members
From: Jennifer Fink, Director of Parks and Recreation
Subject: Minnesota Outdoor Recreation Grant, Hansen Park
Date: January 29, 2021

Recommendation: ***To recommend that the City Council adopt the resolution authorizing the application for a 2021 Minnesota Department of Natural Resources Outdoor Recreation Grant.*** If awarded by the DNR, the City agrees to accept the grant award and enter into an agreement with the State of Minnesota.

In 2018 and 2020, the City authorized the application to the Minnesota Department of Natural Resources for the Outdoor Recreation Grant for Hansen Park. However the City's application was not granted.

In 2018, the Parks and Recreation Department was scheduled to replace fencing and backstops at Hansen Park for the two remaining youth fields at Hansen Park through the Non-Fleet Capital Asset Replacement Fund. A decision was made to delay those replacements in order to wait for the outcomes from the Parks Comprehensive Plan. Due to soil conditions and field location, rain and water often impact playability, cause field damage, which result in increased cancelations. With the completion and adoption of Parks and Recreation System Plan, the Parks and recreation department is proposing an application to the DNR to help facilitate the completion of a portion of the approved Hansen Park Master plan

For the purposes of this grant, the submitted proposal includes reorientation of the north ballfield to an ideal direction for play (northeast). Each ballfield will be re-sized to 200' with grading and drainage improvements to accommodate play. The layout also includes a paved multi-use 8' wide trail connection to each field and expanded spectator areas with bleachers. Small play pods with one or two play features (such as swings) would be located near the spectator area for younger children watching games. There is also an option to fit a multi-purpose field on the north ballfield. Parking lots will be consolidated into one lot with 119 stalls including accessible parking and sidewalks.

Improvements to the popular disc golf course include a redesigned entrance, first hole and upgrades to existing tee boxes for consistency. An open-air shelter just south of the parking lot provides a separate gathering area for disc golf and space for group events.

In an effort to improve the chances of a favorable outcome in our grant application, the City has an agreement with WSB to assist in the grant application.

This grant requires a cash match and is a reimbursement grant. The City would complete the project and fully pay for it and produce documents that show the actual expenditures and proper procurement process had been followed. The City would utilize funds from the closed bond fund, Non-Fleet Capital Asset Replacement Plan, pavement management plan and payments made to the City from the Rice Creek Watershed District for the Hansen Park project to pay the matching portion of the project.

The Minnesota Department of Natural Resources has funds available to assist with projects through their Outdoor Recreation Grant Program. A fifty (50) percent match is required from the City, with a maximum permissible request of \$250,000 for state funds. The local share can consist of cash or the value of materials, labor and equipment usage by the City. In order to be eligible for a 2021 grant, applications are due by March 27, 2021. The grant application requires a resolution, council minutes, or other official documentation that demonstrates that the local unit of government supports the proposed project and the consequent application.

HANSEN PARK

Classification

Community Park

Size

69.2 acres












Location

1555 5th Street Northwest

Description

Large, popular community park surrounded by residential neighborhoods. Water flows through a drainage-way from south to north, carrying stormwater to a large pond in the north section of the park. The park has paved trail loops and many recreation offerings including a disc golf course. The Neighborhood Center Building holds daycare programming part time during the summer.

Park Amenities

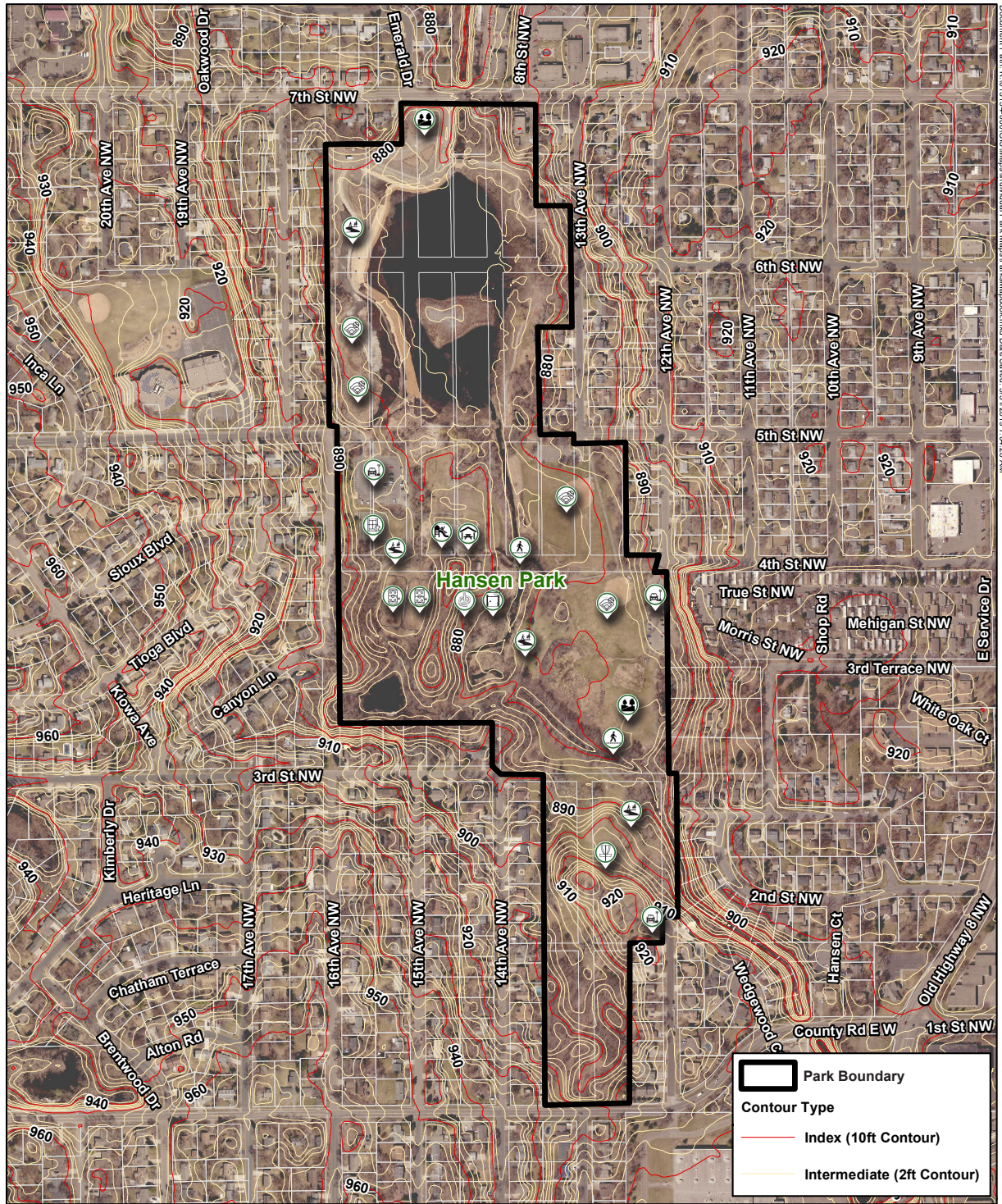
-  Neighborhood Center Building
-  Picnic Pavilions (2)
-  Playground Equipment
-  Baseball Fields (2) (275' & 300')
-  Hockey Rink
-  Horseshoes
-  Tennis/Pickleball Courts (2)
-  Trails - Paved
-  Volleyball Sand Court
-  Disc Golf Course
-  Off-Street Parking Lots (multiple, 186 stalls)

Year Established

1968

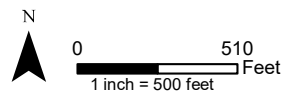


Shelter and Neighborhood Center Building



Hansen Park

Park System Master Plan
New Brighton, MN





Hansen Park Enlargement (Existing Site)



Paved trail to north baseball field.



Existing playground near Neighborhood Center Building.



Natural trails along recently reconstructed pond area.

Park Evaluation and Assessment

Overall Condition 45%

This park lies on hydric soils and as a result, soil corrections will be necessary for any improvements. An older picnic shelter is in need of replacement. The ballfields are uneven, have older fencing and lack connection from the trail for accessibility. Horseshoes and volleyball are also in poor condition.

Design & Character

There are multiple entrances and parking lots for the park. It is difficult to navigate if you do not park in the main lot close to the Neighborhood Center Building. A large portion of the park is part of a disc golf course (to the south) and drainage stormwater areas (to the north). Recent Rice Creek Watershed improvements included dredging and reconstruction of the pond in order to improve water quality, prevent flooding and increase its capacity. As a result, two existing ballfields were removed. The ballfields have mature trees but are not facing an ideal direction for play. Tennis courts are striped with one pickleball court overlay on each.

Accessibility

The trails are in good condition, but need to connect to all amenities per current ADA standards.

Programming

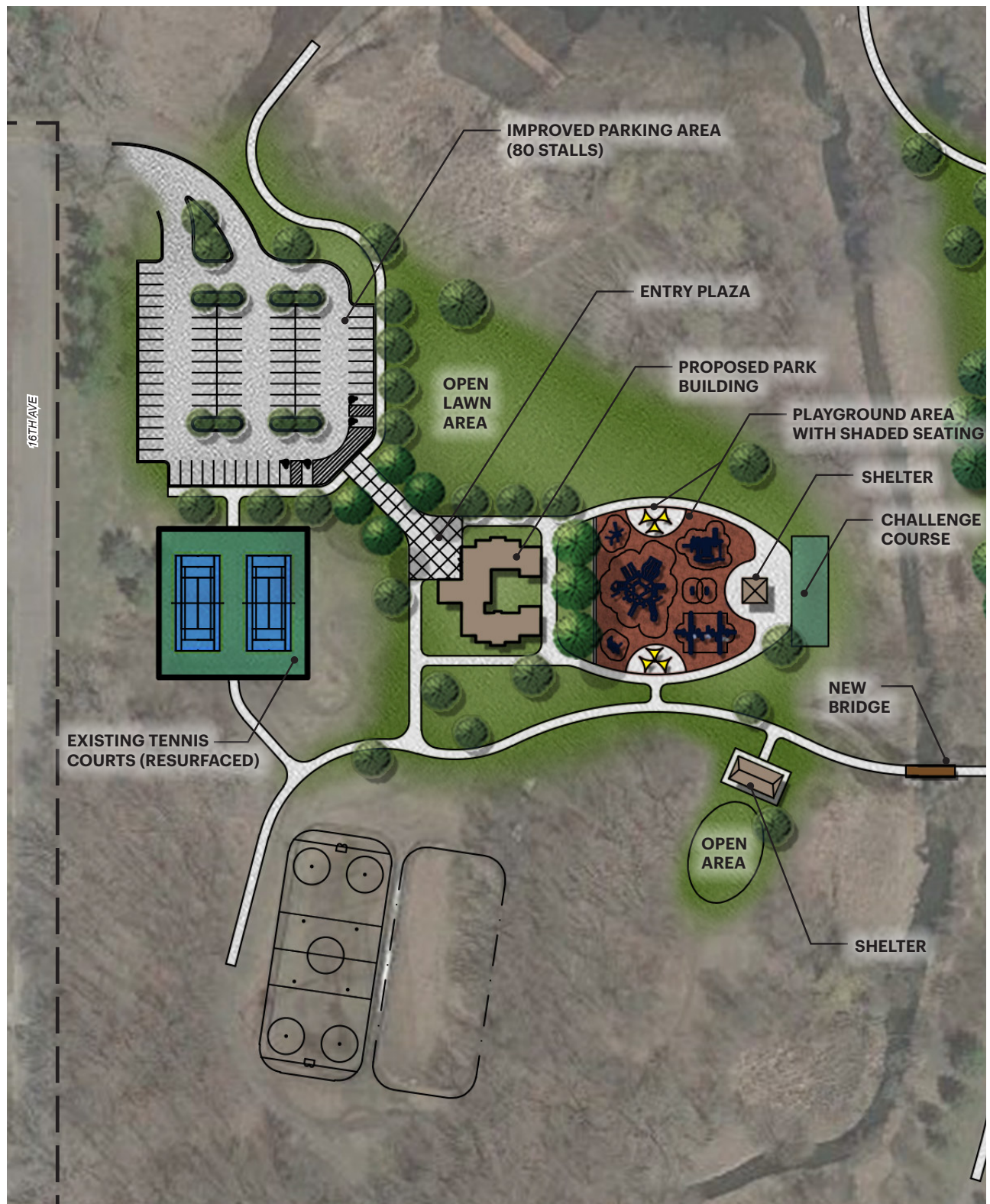
There is part-time summer daycare programming out of the Neighborhood Center Building.

Recommendations

- » Develop park master plan for improved layout, circulation and accessibility.
- » Improve vehicle and pedestrian visibility near the south entrance at County Road E due to visibility and safety issues
- » General accessibility improvements for compliance including providing trails to all amenities.
- » Construct park entrance and wayfinding signage
- » Continue to maintain, repair or replace park amenities (benches and signs)
- » Expand winter programming: maintain trails throughout winter where possible
- » Proposed improvements shown in Concept Plans 4.1 and 4.2 include:
 - » Construct new Neighborhood Center Building - Large Size
 - » Potential for unique play features including a ninja warrior/challenge course, inclusive playground and shaded canopies.
 - » Entry plaza with seating and gathering areas.
 - » Two open-air shelters
 - » Large, flexible open space for events or informal play.
 - » Redesigned and improved ballfields, spectator areas and play pods.
 - » Consolidated parking lots
 - » Additional open air shelter at disc golf course entrance and improved disc golf course.



Concept Plan 4.1: Hansen Park



Concept Plan 4.2: Hansen Park West Enlargement

Concept Plan - Hansen Park

Hansen Park West

Redesign includes reconfiguring the west parking lot entrance with an expanded drop-off area. The improved parking lot includes 80 stalls including accessible parking. An entry plaza from the parking area brings users directly to a new large-sized Neighborhood Center Building (see Architectural in the Appendix). A large open lawn area to the north provides space for community gathering and park events. It is recommended to resurface the existing tennis courts at time of improvements.

Trails connect the building to an expanded playground area with shaded canopy seating and loop around the play area. A separate open-air shelter to the east provides a focal point for the play area. A ninja warrior/challenge course designed for teens is provided to the east of the shelter. This shelter could be rented separately from the main building for groups.

An additional open-air shelter off the main trail provides a natural setting for group rental or informal picnics with an adjacent small open space for lawn games. One of the existing hockey rinks will be improved to accommodate programmed play and the other rink is to be transformed into a pleasure skating rink. A new bridge over the existing creek (Ramsey County Ditch 2) connects to the east.

Hansen Park East

Redesign includes reorientation of the north ballfield to an ideal direction for play (northeast). Each ballfield will be re-sized to 200' with grading and drainage improvements to accommodate play. The layout also includes a paved multi-use 8' wide trail connection to each field and expanded spectator areas with bleachers. Small play pods with one or two play features (such as swings) would be located near the spectator area for younger children watching games. There is also an option to fit a multi-purpose field on the north ballfield. Parking lots will be consolidated into one lot with 119 stalls including accessible parking and sidewalks.

Improvements to the popular disc golf course include a redesigned entrance, first hole and upgrades to existing tee boxes for consistency. An open-air shelter just south of the parking lot provides a separate gathering area for disc golf and space for group events.



Challenge Course Example, Source: Playcore



Climbing Net Playground Example

Hansen Park West Cost Estimates

The estimated costs below, in 2019 dollars, are meant to be conservative and based upon projects of similar size and complexity. It assumes work is completed by a licensed, bonded contractor. A contingency is included for construction.

Estimate of Probable Costs for Improvements	
Description	Estimated Cost Range
General Earthwork, Removals, Grading & Erosion Control (Budget)	\$200,000
Neighborhood Building - Large Size	\$2,000,000
Playground Area - Community Size	\$200,000
Ninja Warrior / Challenge Course	\$150,000
Playground Shade Structures	\$50,000
Concrete Entry Plazas and Seating Areas	\$50,000
Improved West Parking Lot	\$50,000
Paved Trails and Trail Loop	\$75,000
Pedestrian Bridge	\$300,000
Open Air Shelters (2)	\$150,000
Park Entrance Sign and Wayfinding Signage	\$25,000
Park Amenities (benches, tables, chairs, bike rack)	\$40,000
Landscape Restoration and Plantings (Budget)	\$50,000
20% Design, Engineering, Architecture, Permit Fees	\$634,800
20% Construction Contingency	\$634,800
Total Estimated Cost	\$4,443,600

Hansen Park East Cost Estimates

The estimated costs below, in 2019 dollars, are meant to be conservative and based upon projects of similar size and complexity. It assumes work is completed by a licensed, bonded contractor. A contingency is included for construction.

Estimate of Probable Costs for Improvements	
Description	Estimated Cost Range
General Earthwork, Removals, Grading & Erosion Control (Budget)	\$300,000
Trail Improvements	\$75,000
Shelter (Medium) at Disc Golf with Restrooms	\$300,000
Disc Golf Tee Box Improvements/Upgrades (Budget)	\$18,000
East Parking Lot	\$200,000
Ballfield (North) and Multi-Purpose Field	\$200,000
Ballfield (South)	\$200,000
Play Pods	\$40,000
Stormwater Management	\$100,000
Park Entrance Sign and Wayfinding Signage	\$25,000
Park Amenities (benches, bike racks)	\$40,000
Landscape Restoration and Plantings (Budget)	\$38,000
20% Design, Engineering, Architecture & Permitting Fees	\$307,180
20% Construction Contingency	\$307,180
Total Estimated Cost	\$2,150,260

Total - Hansen Park Cost Estimate	
Description	Estimated Cost Range
West	\$4,443,600
East	\$2,150,260
Estimated Cost Total	\$6,593,860

RESOLUTION No. _____
STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF NEW BRIGHTON

RESOLUTION AUTHORIZING THE APPLICATION TO THE MINNESOTA DNR FOR THE OUTDOOR RECREATION GRANT

BE IT RESOLVED BE IT RESOLVED that The City of New Brighton act as legal sponsor for the project contained in the Outdoor Recreation grant application to be submitted on March 31, 2021 and that Parks and Recreation Director, Jennifer Fink, is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of The City of New Brighton.

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Outdoor Recreation Grant Program Manual and, upon discovery, certifies it will report to the State any actual, potential, or perceived individual or organizational conflicts of interest to the application or grant award.

BE IT FURTHER RESOLVED that The City of New Brighton has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that The City of New Brighton has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that The City of New Brighton has or will acquire fee title or permanent easement over the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, The City of New Brighton may enter into an agreement with the State for the above-referenced project, and that The City of New Brighton certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that Mayor Kari Niedfelt-Thomas is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of The City of New Brighton on March 9, 2021.

SIGNED:

(Signature)

(Title)

(Date)

WITNESSED:

(Signature)

(Title)

(Date)

ADOPTED this 9th day of March by the New Brighton City Council with a vote of _____ ayes and _____ nays.

Kari Niedfelt-Thomas, Mayor

ATTEST:

Devin Massopust, City Manager

Terri Spangrud, City Clerk

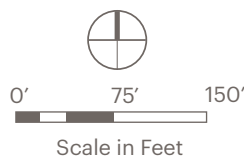
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Recreation Site Plan

Hansen Park - New Brighton, Minnesota

February 27, 2020 | WSB Proj. #013154



CITY OF NEW BRIGHTON

Signature

Printed Name & Title

Date