



**AGENDA
CITY OF LITTLE CANADA
PARKS & RECREATION COMMISSION
THURSDAY, APRIL 5, 2018**

1. Call To Order – Regular Meeting - 6:30 p.m.
2. Roll Call
3. Approval of the Minutes – March 1, 2018

OLD BUSINESS:

4. Parks Master Plan Update
5. Powerline Vegetation Removal

NEW BUSINESS:

6. Pioneer Park Trail Update
7. Spooner Park Feasibility Study
8. May Park Tour
9. Reschedule July Meeting
10. Reschedule August Meeting

UPDATES

11. Youth Activities – Registration Open for Summer Activities
 - a. Pickleball/Tennis/Baseball/Softball/T-Ball/Archery/Firearm Safety
12. Adult Activities
 - a. Senior Exercise
 - b. Driver Safety Classes
 - c. Adult Pickleball
 - d. Morning Talks – April 11 – Diabetes
13. LCRA Scholarship
14. City-wide Garage Sale – May 17,18, and 19
15. Other

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STAFF REPORT

TO: Parks & Recreation Commission

FROM: Bryce Shearen, Parks & Recreation/Community Services Manager

DATE: March 29, 2018

RE: Parks Master Plan Update

A Joint Workshop was held on Thursday, March 22, with the Commission, City Council, Mr. Bob Kost and Ms. Anna Springer from SEH, and Staff. The discussion that evening was very productive.

The draft of the Parks Master Plan was distributed a week prior to the meeting via email. Staff went through the draft and made comments to SEH prior to the meeting. The majority of the evening, discussion was focused on future priorities. A copy of the Priorities document and the rankings will be available in time for your meeting.

The next step is that SEH will make the changes to the draft from the comments they received from the workshop and incorporate the priority rankings. This draft will be sent to the Commission prior to the May meeting. At the May meeting the Commission will discuss the draft and recommend approval to the City Council. A public hearing will then be held at a City Council meeting in June for adoption into the City's Comprehensive plan.

Staff is looking for any additional comments, feedback, or input from the Commission that should be relayed to SEH as they prepare the final document.



STAFF REPORT

TO: Parks & Recreation Commission

FROM: Bryce Shearen, Parks & Recreation/Community Services Manager

DATE: March 29, 2018

RE: Powerline Vegetation Removal

Staff has been working with Xcel Energy to get more information, materials, and guidelines for the pollinator and tree plantings that are acceptable in the area under the powerline transmission lines.

At a minimum, staff would like to have additional information from Xcel and example projects from other communities to share with the Commission at your meeting on Thursday. Staff is trying to coordinate having a Vegetation Management Project Lead come to the meeting to speak with the Commission and answer questions.

As a better understanding of what Xcel will allow (and participate in) public input via neighborhood meetings could be scheduled and planning for that area can begin.



STAFF REPORT

TO: Parks & Recreation Commission

FROM: Bryce Shearen, Parks & Recreation/Community Services Manager

DATE: March 29, 2018

RE: Pioneer Park Trail Improvements Update

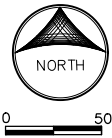
Staff met with the City Engineer to discuss trail replacement work that was scheduled to be done this summer in Pioneer Park. The attached document shows the sections of trail that were scheduled to be repaired.

There are some challenges to complete the section of trail to the east of the pavilion. Large heavy trucks and equipment are needed in order to do the work. Both the pedestrian bridge to the east and paver stones that surround the pavilion to west does not allow a viable way to get to that section of trail. An alternative route was discussed, driving along the edge (warning track) of one or two fields. Damage to the turf, irrigation, fencing, and fields seemed very likely. This would affect the programming that occurs at the park and possible put a couple fields out of service for the season. There has also been some discussions on renovating, replacing, or keeping the pavilion as is, which might play a part in acceptable route for construction equipment.

The section of trail abutting the playground was also scheduled to be repaired. It was discussed that with the conversations the Commission has had and are currently having about Pioneer Park and the playground, that footprint may change in the near future. It did not make sense to replace a section of trail and then change it in the near future.

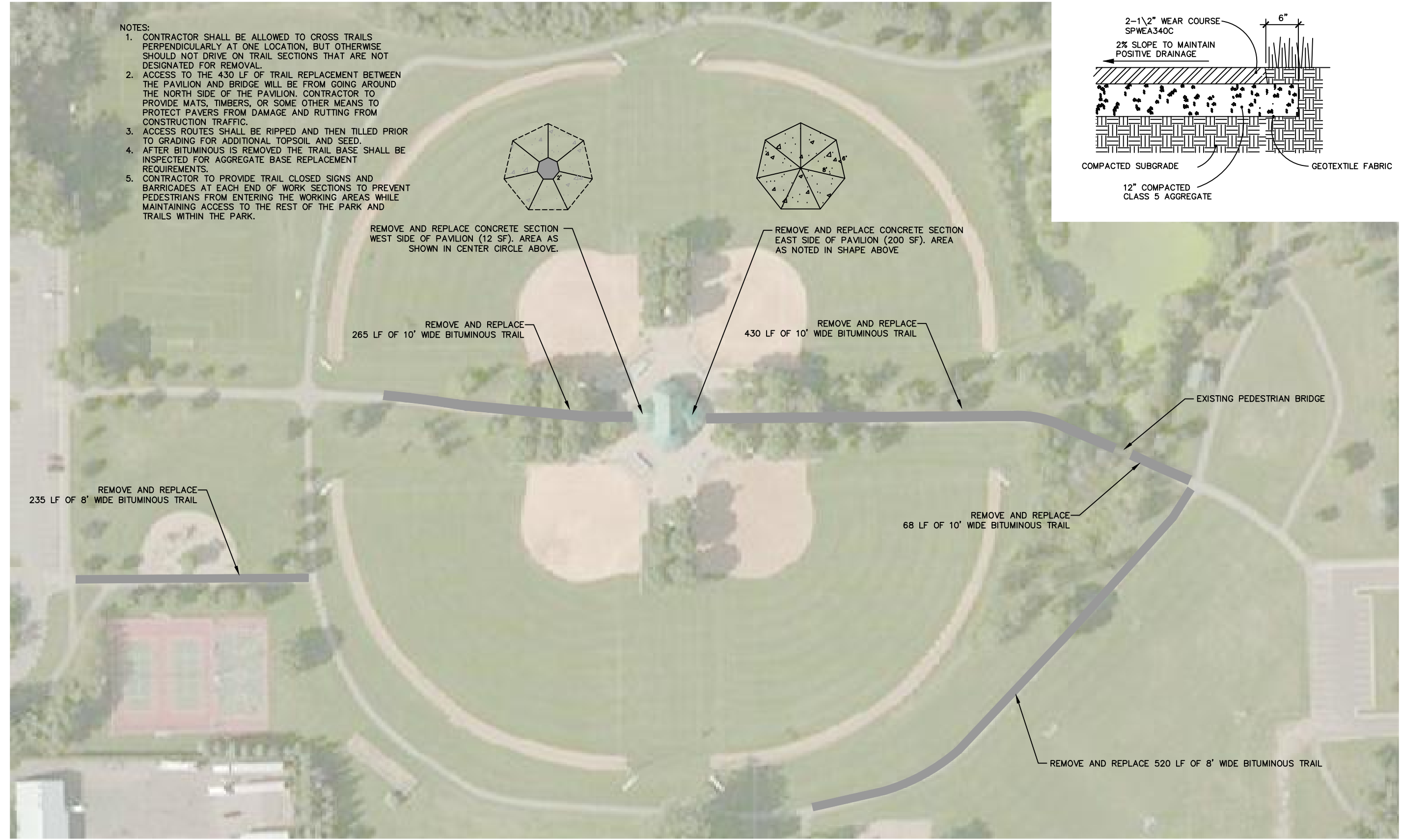
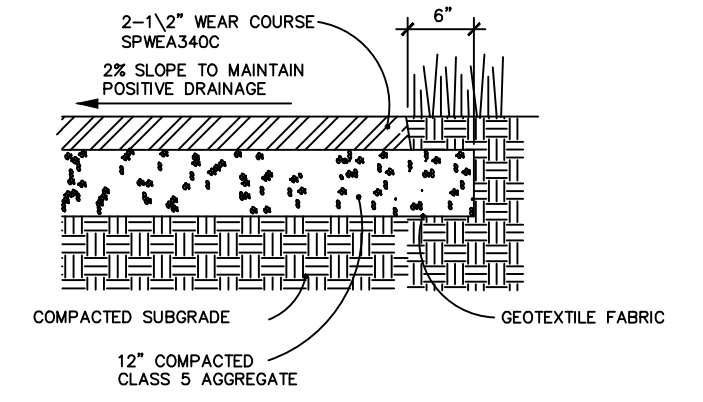
After closer review, it was determined that work should be delayed until a more comprehensive plan has been made on the future of Pioneer Park. Public Works will make small scale repairs to get the trails by for now. More information to come on this as the Parks Master Plan is completed and forward progress can begin on the priorities outlined in the plan.

PIONEER PARK



NOTES:

1. CONTRACTOR SHALL BE ALLOWED TO CROSS TRAILS PERPENDICULARLY AT ONE LOCATION, BUT OTHERWISE SHOULD NOT DRIVE ON TRAIL SECTIONS THAT ARE NOT DESIGNATED FOR REMOVAL.
2. ACCESS TO THE 430 LF OF TRAIL REPLACEMENT BETWEEN THE PAVILION AND BRIDGE WILL BE FROM GOING AROUND THE NORTH SIDE OF THE PAVILION. CONTRACTOR TO PROVIDE MATS, TIMBERS, OR SOME OTHER MEANS TO PROTECT PAVERS FROM DAMAGE AND RUTTING FROM CONSTRUCTION TRAFFIC.
3. ACCESS ROUTES SHALL BE RIPPED AND THEN TILLED PRIOR TO GRADING FOR ADDITIONAL TOPSOIL AND SEED.
4. AFTER BITUMINOUS IS REMOVED THE TRAIL BASE SHALL BE INSPECTED FOR AGGREGATE BASE REPLACEMENT REQUIREMENTS.
5. CONTRACTOR TO PROVIDE TRAIL CLOSED SIGNS AND BARRICADES AT EACH END OF WORK SECTIONS TO PREVENT PEDESTRIANS FROM ENTERING THE WORKING AREAS WHILE MAINTAINING ACCESS TO THE REST OF THE PARK AND TRAILS WITHIN THE PARK.



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DESIGNED BY: LWE DRAWN BY: PK
APPROVED BY: LWE JOB NUMBER 120210E
CAD DATE: 3/14/18
CAD FILE: CAD\120210E\2018_STREET\PROPOSED_TRAIL.DWG

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
SIGNATURE: *Lee W. Elfering* DATE: 03/14/18
PRINTED NAME: LEE W. ELFERING LIC. NO.: 41613

| NO. | DATE | BY | REVISION DESCRIPTION |
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2018 STREET AND UTILITY IMPROVEMENTS
CITY OF LITTLE CANADA, MN

PIONEER PARK
PLAN

SHEET NO.
31



STAFF REPORT

TO: Parks & Recreation Commission

FROM: Bryce Shearen, Parks & Recreation/Community Services Manager

DATE: March 29, 2018

RE: Spooner Park Feasibility Study

As you know, the playground at Spooner Park is scheduled to be replaced this year. The current containers that the playground is in have some challenges for equipment replacement. The odd shapes of the containers limits the playable area, the two separate containers do not have a path connecting them (nor is there a path to the playground), and the existing playground sits on a slope. During heavy rains, the sand from inside of the containers will wash out due to that slope. In addition, the trail getting to the playground may not be ADA accessible.

With these challenges and with the discussion of adding an additional parking lot to Spooner Park, staff believes that a feasibility study needs to be conducted by the City Engineer. The report would be able to give the Commission more information to be able to make a better-informed decision. The initial cost of the feasibility study is estimated to be in the range of \$5,000 - \$7,000 and staff will continue to work with the Engineer to reduce those costs. This study will involve a survey of the defined areas, and how the parking lot, playground, and sand volleyball court could be best laid out for usability and to minimize costs in terms of grading and/or retaining walls. It is the intent that if some regrading is needed, it would be better to have a plan in place and not need to modify areas in the near future when it could have been corrected the first time.

Staff recommends the Commission recommend to the City Council to have the City Engineer perform a feasibility study in Spooner Park for the parking lot and playground area.



STAFF REPORT

TO: Parks & Recreation Commission

FROM: Bryce Shearen, Parks & Recreation/Community Services Manager

DATE: March 29, 2018

RE: May Park Tour

Staff would like to know from the Commission if a park tour should be scheduled before the May meeting. If so, staff is recommending Spooner Park to see some of the areas that have recently been discussed (playground area, sand volleyball court, additional parking lot area, and areas to be cleared of buckthorn).

Staff recommends at May park tour of Spooner Park at 5:30 PM on Thursday, May 3.



STAFF REPORT

TO: Parks & Recreation Commission

FROM: Bryce Shearen, Parks & Recreation/Community Services Manager

DATE: March 29, 2018

RE: Reschedule July Parks & Recreation Meeting

The regular July meeting is scheduled for Thursday, July 5. This is the day after the 4th of July holiday. Due to the proximity of the holiday, staff is proposing that the Commission discuss if the meeting should be rescheduled.

Proposed meeting date:
Tuesday, July 10



STAFF REPORT

TO: Parks & Recreation Commission

FROM: Bryce Shearen, Parks & Recreation/Community Services Manager

DATE: March 29, 2018

RE: Reschedule August Parks & Recreation Meeting

The regular August meeting is scheduled for Thursday, August 2. The Ice Cream Social will be held that evening at Spooner Park starting at 6 PM. Staff is proposing that the August Parks & Recreation Commission meeting be rescheduled.

Proposed meeting date:
Tuesday, August 7