

**AGENDA**  
**MAPLE PLAIN PARKS COMMISSION**  
**MAPLE PLAIN CITY HALL**  
**September 17, 2018**  
**5:30 PM**

**I. CALL TO ORDER**

**II. ADOPT AGENDA**

**III. CONSENT AGENDA**

A. Approve the June 18, 2018 regular meeting minutes

**IV. NEW BUSINESS**

A. Baker Park Reserve Master Plan Input

B. Engineered Wood Fiber for Parks

C. Northside Park Update

**V. COMMISSION REPORTS & OTHER BUSINESS**

**VI. 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.*

**VI. ADJOURNMENT**

**MINUTES  
MAPLE PLAIN PARKS COMMISSION  
MAPLE PLAIN CITY HALL  
JUNE 18, 2018  
5:30 PM**

**I. CALL TO ORDER**

**Commission Chair John Timpe called the meeting to order at 5:30 p.m.**

Present: Commission Chair John Timpe, Park Commissioners Dana Oas, Lyle Brandt, and Mike Rippberger. Also Present: Councilmember Mike DeLuca, City Administrator Bobby Schoen and Assistant to the City Administrator Nicole Kathman.

Absent: Commissioners Dana Oas and Jeff Brown

**II. ADOPT AGENDA**

**Motion by Commissioner Rippberger, seconded by Commissioner Brandt, to adopt the agenda. Motion passed, 3-0.**

**III. CONSENT AGENDA**

A. Approve the March 27, 2018 regular meeting minutes

**Motion by Commissioner Rippberger, seconded by Commissioner Brandt, to approve the Consent Agenda. Motion passed, 3-0.**

**IV. NEW BUSINESS**

A. CIP and Maintenance Plan Outline

Assistant to the City Administrator Kathman presented examples of how a Capital Improvement Plan and Maintenance Plan could look. Kathman asked the Parks Commission for input and feedback on what to include.

Park Commissioners expressed that their first priority is to install ballfield lights at Northside Park. The Park Commission also discussed a bike path in Northside Park between the ballfields.

Park Commissioners expressed that Bryantwood Park is a neighborhood park and should only be maintained.

Next, the Park Commission discussed the band shell shown on the concept drawing for improvements to Northside Park. Park Commissioners were concerned that it would not get used. Councilmember DeLuca provided some examples of small cities that have a band shell. Park Commissioners mentioned the idea of having the band shell at Rainbow Park instead of Northside Park.

Next, the Parks Commission discussed upgrading the picnic shelters to include more amenities like kitchens to better accommodate events like graduation parties.

The discussion ended with a conversation regarding the idea of having a fundraiser in the future for baseball field lights.

#### B. City Events

Assistant to the City Administrator Kathman provided an overview of the City Events happening this summer.

#### C. Northside Park Update

Assistant to the City Administrator Kathman shared that City Planner Mark Kaltsas is working on construction plans for improvements to Northside Park and that the plans will come to Parks Commission this fall for feedback.

### V. COMMISSION REPORTS & OTHER BUSINESS

There were not any commission reports or other business.

### V. VISITORS TO BE HEARD

There were not any visitors.

### VI. ADJOURNMENT

**Motion by Commissioner Rippberger, seconded by Commissioner Brandt, to adjourn the meeting. Motion passed, 3-0.**

## AGENDA + PROJECT INFORMATION

**Three Rivers Park District**  
Baker Park Reserve Master Plan

Maple Plain Parks Commission Meeting  
Wednesday, September 19, 2018  
Maple Plain City Hall

### 1. Meeting purpose

- Meet with Maple Plain Parks Commissioners to learn about issues and opportunities related to parks. Discuss any upcoming plans or projects that might affect the future of Baker Park.

### 2. General Project Overview

- Project Purpose and Goals
  - Baker Park Reserve has Reserve guidelines that prevent more than 20 percent of the park to be developed. (80% Natural / 20% Developed).
  - Create a new Master Plan to meet Met Council Thrive 2040 Regional Park requirements
  - Master Plan Components: Long term actions and goals (10-20 years); Existing conditions – maps and inventory; Boundaries and acquisitions; Cost estimates for future investments; Natural resources recommendations & Stewardship Plan; Visitor Demand Forecast; Operations and Maintenance practices; Public Engagement; Accessibility
  - Engage the public + park users: Learn about issues and opportunities for the park reserve from general public; Meet with affected agencies (cities, watershed districts); Meet with unique stakeholders; Reach out to underrepresented groups to meet Met Council requirements
- Project Schedule
  - June-July: Project Organization, Site Tour, Mapping
  - July-September: Public Outreach and Engagement, Staff and Agency Meetings, Analyze issues and opportunities
  - September-October: Develop Concepts, Public Open House (Oct. 15), Refine Recommendations
  - October-November: Draft Plan Document
  - December-April: Finalize Plan, Municipal Resolutions of Support, TRPD Board and MetCouncil Approvals

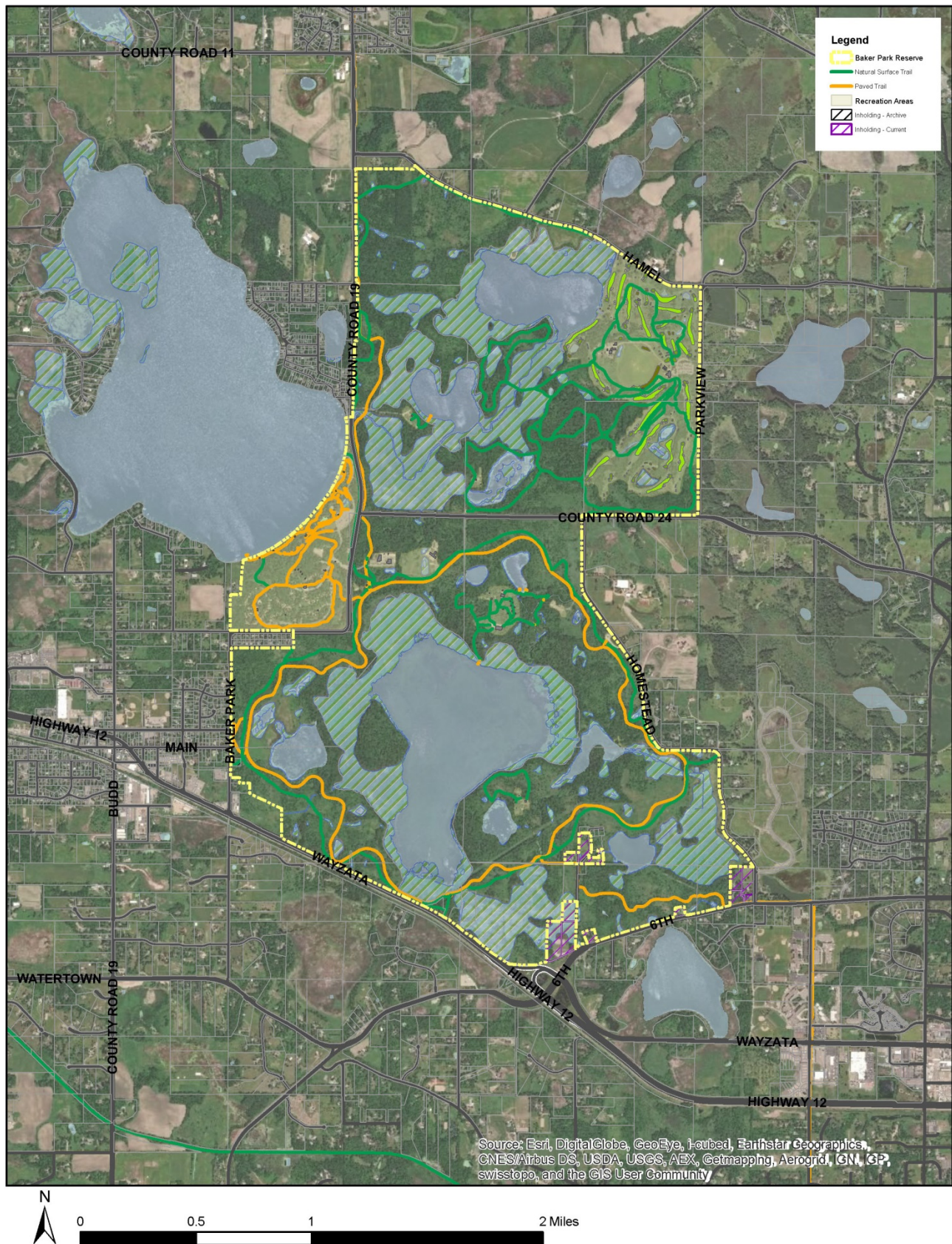
### 3. Questions – Discussion

- What is the City's long range vision for the area adjacent to Baker Park Reserve?
- What do you think is the most important improvement that could be done in the next 10 years at Baker Park Reserve?
- What opportunities do you see for partnerships at the park reserve (education and interpretation, programming, water quality projects, etc.)?
- Are there coordination or communication issues that work well or don't work well between TRPD and the City of Maple Plain? How could they be improved?
- If you don't use it, why not? What would attract you to come to the park reserve?

### 4. Thank You & Next Steps:

- Public Open House on October 15th at Baker National Clubhouse







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To: Parks Commission  
From: Nicole Tingley, Assistant to the City Administrator  
Re: Engineered Wood Fiber Installation and Top-Off  
Date: September 12, 2018

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The City of Maple Plain has received quotes to remove the pea gravel at the Bryantwood Park swing set area and replace it with engineered wood fiber with the option of installing a fabric barrier. Additionally, quotes were included for topping off/maintenance of the wood fiber at the Bryantwood Park child playground area, as well as Northside Park and Rainbow Park.

City staff is recommending moving forward with the work quoted for the Bryantwood Park swing set area (\$15,800) this fall and topping off the other areas next year (\$4,950). City staff intends to include topping off the park play areas every 2-3 years in the parks maintenance plan.

City staff is seeking input from Parks Commission on this project.



# 2018 Proposal

Date	Estimate #
6/25/2018	18031

Client Information
City of Maple Plain

Midwest Groundcover Information
Midwest Groundcover Express Blower Service Justin Crandall - Owner   763-274-9829 MidwestGroundcover@gmail.com www.MidwestGroundcover.net PO Box 120   Orono, MN 55356

			Payment Terms
			Valid for 30 days.
			Net 15
Description	Qty	Rate	Total
Installation of Engineered Wood Fiber. Northside Park	30	30.00	900.00
Installation of Engineered Wood Fiber. Rainbow Park	90	30.00	2,700.00
Installation of Engineered Wood Fiber. Bryantwood Park - child playground	45	30.00	1,350.00
Removal of existing playground surfacing at Bryantwood Park	180	45.00	8,100.00
Installation of Engineered Wood Fiber. 12" Swing set area	180	30.00	5,400.00
Installation of fabric barrier (optional)	1	2,300.00	2,300.00
			<u>\$4,950</u>
			<u>\$15,800</u>

Approval Signature: _____ Date: ____/____/____	<b>Subtotal</b>	\$20,750.00
Please sign & return this estimate along with job purchase order. Product specified has been approved with this signature. This agreement will authorize Midwest Groundcover to be an authorized purchasing agent on their organizations behalf.	<b>Sales Tax (0.0%)</b>	\$0.00
	<b>Total</b>	\$20,750.00

TERMS: PAST DUE ACCOUNTS CHARGED A 1.5% PER MONTH SERVICE CHARGE WHICH IS AN ANNUAL RATE OF 18%. In the event any action by Midwest Groundcover is necessary to collect amounts owed, customer shall pay to Midwest Groundcover all attorneys' fees, costs and expenses, including deposition costs and expert fees incurred by Midwest Groundcover in collecting the amounts owed, whether such fees are incurred prior to litigation or arbitration, at trial or arbitration, or on appeal.



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To: Parks Commission  
From: Nicole Tingley, Assistant to the City Administrator  
Re: September 2018 Northside Park Update  
Date: September 12, 2018

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City Planner Mark Kaltsas is working on construction documents and specs for improvements to Northside Park. At this time, we are anticipating that they will go to City Council for an preliminary review/discussion at their September 24<sup>th</sup> workshop.

The City Council then directed City Staff to bring the plans to receive input from the Parks Commission. We anticipate this will be ready for the October Parks Commission Meeting on October 15<sup>th</sup>.