

**CITY OF COLUMBIA HEIGHTS
PARK & RECREATION COMMISSION AGENDA
KEYES ROOM, JOHN P. MURZYN HALL
WEDNESDAY, JUNE 25, 2014 5:30 P.M.**

1. ROLL CALL

2. CONSENT AGENDA

These items listed are considered to be routine by the Park & Recreation Commission and will be enacted as part of the consent agenda by one motion.

- A. Approval of May 28, 2014 minutes
- B. Approval Payment of Bills

3. LETTERS AND REQUESTS

None at this time

4. OLD BUSINESS

- A. Wading Pools / Splash Pads

City staff will have our Park Planner (WSB, formerly Brauer and Associates) present as a kickoff meeting for updating the Huset Park Master Plan. As an initial meeting, it is intended to cover for input/direction: siting/location in the park for a splash pad feature (2 areas should be considered for utility access); parking based on that siting; general features of Splash Pads; and what the Commission would like to see or be considered in our Splash Pad. Based on this; staff will come back to the Commission in 2 to 3 months with 2 concepts of splash pads and how they will fit into the park.

5. NEW BUSINESS

None at this time

6. REPORTS

- A. Recreation Director
- B. Public Works Director/City Engineer
- C. Commission Members

7. ADJOURNMENT

The City of Columbia Heights does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its services, programs or activities. Upon request, accommodation will be provided to allow individuals with disabilities to participate in all City of Columbia Heights' services, programs and activities. Auxiliary aids for handicapped persons are available upon request when the request is made at least 96 hours in advance. Please call the City Council Secretary at 706-3611, to make arrangements. (TDD/706-3692 for deaf only).

**City of Columbia Heights
Park and Recreation Commission
May 28, 2014**

Eileen Evans called the meeting to order at 5:30 p.m.

ROLL CALL

Members present: Eileen Evans; Sean Clerkin; Tom Greenhalgh; Stan Hoium; David Payne; Marsha Stroik

Staff Present: Kevin Hansen, Public Works Director; Keith Windschitl, Recreation Director; Deanna Saefke, Secretary; Liz Bray, Recreation Program Coordinator

APPROVAL CONSENT AGENDA

Motion by Clerkin, second by Hoium, to approve the consent agenda. Upon vote: All ayes.

Motion Carried.

LETTERS AND REQUESTS

None at this time

OLD BUSINESS

A. Update on LaBelle Park water quality improvements and boardwalk removal and shoreline restoration.

Hansen reported both the City Council and the Park and Recreation Commission are in favor of removing the boardwalk at LaBelle Park. The plans are completed for the boardwalk and shoreline restoration. The budget to complete the work is \$100,000, with cost estimates of \$140,000. Two water quality ponds are included in the master park plan of which staff have prepared a feasibility report for the MWMO to determine how much funding they are willing to grant for the ponds. Hansen pointed out the two water quality ponds are servicing the water from the two parking lots around LaBelle Pond. With the pond work the trail will be completed near the 42nd parking lot. Mass grading will be needed on the hillside near the basketball court for the pond to be constructed. If enough funding is received for the water quality ponds, staff would like to seek approval to construct the shelter where the basketball court currently is located. In previous meetings having a shelter has been strongly supported, along with removal of the basketball court, and a general seating area overlooking LaBelle Pond.

Evans raised a concern having the water quality pond near the shelter area. Hansen replied the ponds will be similar to the Ramsdell park water quality ponds. These ponds may hold some standing water during intense rainfall with the intent to have the water draw down through under drains, allowing it to filter through media to clean the water prior to entering LaBelle Pond. The water should typically drain down within 72 hours. Evans stated previous concerns with the ponds at Silver Lake and is questioning the placement of the LaBelle ponds. Hansen indicated this area is the only place where a water quality pond can physically be located in terms of getting the drainage off of the parking lots before the water enters the LaBelle. Hoium asked about the feasibility report costs for removals and why the cost is so high. Hansen explained the rates of phosphorous removal verses the costs and size of the area.

Hansen reported a potential future improvement is an expansion on Circle Terrace as a joint project with the School District and the Columbia Heights Police Department. The City recently purchased the lot next to the playground. The CHPD would like to have a smaller substation in

that area. Evans asked if there are many calls to that area. Hansen replied the CHPD has indicated the area is in the top five for call generation.

Hoiium asked if the money from the MWMO would only be applied for the water quality ponds. Hansen replied yes. He indicated no work would be started until funding is received from the watershed and approval from the City Council.

NEW BUSINESS

A. Plan development for wading pool replacement.

Hansen informed the Commission of this being the first discussion for the future development regarding any water features within city parks. Reviewing the Huset Park Master Plan from 2004 shows the removal of the wading pool and installing a splash pad feature on the East side of the park. The area has developed differently than the master plan indicates. Hansen is asking if the desire is to place a splash pad at Huset Park since it is the largest park, the next item is to decide where it makes sense within the park. He pointed out the differences from the 2004 plan to what the current situation is at Huset Park.

Stroik asked if the library is still looking at building on Huset Park. Hansen replied it is not being looked at currently. When that discussion was taking place the reality of the impact of a building in the area was not looked at completely. Financially it does not make sense at that location either. Stroik and Evans agreed that Huset Park is not a viable location for the library.

Hansen asked the Commission which park is the best for a splash pad. He indicated the McKenna Park wading pool will not operate this year. The wading pools at Huset Park West and Ramsdell Park will open upon inspection approval. When the bid came in at \$86,000 per pool, questions were raised if it was worth making the improvements on the aging wading pools. Hoiium asked if the plumbing can be reused from the wading pool. Hansen replied no, nothing can be reused. Stroik feels the splash pad should be located near the ball fields for families attending other games. Hansen discussed other parks for possible locations of a splash pad. McKenna and Ramsdell Park both have parking issues with lack of parking available. Stroik indicated there is additional parking in the school parking lot. Hansen added that the water features are also a noise generator for the neighborhoods. Hansen asked the Commission to think about the placement of a splash pad feature and respond at the next meeting. He indicated if the Commission wants to look at Huset Park; being the largest, most available parking of any parks, it would offer the potential for field updates, and continued development with future funding available, he would like to have the master park plan updated by a professional park planner. Windschitl stated if a splash pad was placed where the wading pool is it would potentially impact rentals at Murzyn Hall during the weekend. He voiced concerns with keeping the splash pad in a visible area to deter vandalism or unwanted behavior. Hansen agreed with Clerkin on keeping parking spaces open for the Huset Park activities. Discussion was held on the positive and negative aspects for possible areas within Huset Park. Hansen asked if the members want to consider any other city parks. The Commission replied no.

Motion by Payne, second by Greenhalgh, to hire a park planner to evaluate Huset Park for a splash pad water feature. Upon vote: All ayes. **Motion Carried.**

B. Ramsdell Park softball shed.

Windschitl reported that he is working with the CH varsity softball coach on their request to place a storage shed at the ball field at Ramsdell Park. At the most recent CH Athletic Boosters meeting a certain amount of money was approved to spend on this shed upon the approval of the Park and Recreation Commission. Windschitl received photo examples of what might be placed

at the park. Based on the photos he received as examples, Windschitl feels that there are more esthetically appealing options that will serve the secure purpose needed and also store everything that is requested as well. Again, he feels that the example presented to him from the coach can be further researched for smaller and newer looking options. Greenhalgh asked if staff will have access to the shed. Windschitl replied that he would need to have access to the shed as it is a shared field between the school district and the recreation teams. He stated how well the girls' softball teams are doing and complimented varsity coach Olson on the work he has done to improve the softball program. Hansen indicated a pad would need to be built for placement of the shed. Windschitl reinstated the need for a smaller shed and the importance for security. Evans asked where it would be placed. Windschitl replied at the front or back of the batting cages. Evans indicated an 8x10 or 8x12 foot shed seems too big for the needs and the area.

Motion by Greenhalgh, second by Hoium, to give staff the leeway to decide what type of shed is placed at the park, making sure it is an esthetically pleasing addition to the park area.. Upon vote: All ayes. **Motion Carried.**

C. Program update from Recreation Program Coordinator.

Liz Bray, the Recreation Program Coordinator, presented an overview of some of the youth programming coming up over the summer. Bray started highlighting the two new events for the Jamboree festival. A rock climbing wall and special free puppet performance from In the Heart of the Beast Puppet and Mask Theater are added this year for Saturday. The parade will be on Friday, June 27. Saturday, June 28 will also include the Bikes4Kids special event giving away 25 bikes to kids in Columbia Heights. Bray has worked with the social workers at the elementary schools to find families who are in need of a bike. The Erverators, a local band, will be performing from free from 5:00 – 6:30 p.m., Heights Idol will follow the performance, the carnival, and fireworks that evening at dusk. Hansen asked who the judges are this year for Heights Idol. Bray replied, Mark Rosen from WCCO, Meisha Johnson from Fox 9, and Pat Proft.

Bray reported other summer activities. A Safety Camp with an obstacle course from the National Guard, free soccer from the Sanneh Foundation, presentations from the CHFD and the CHPD. Summer Park programs for ages 4 years old through 9th grade. Theater programs beginning at 3rd grade and up through High School. The Puppet Wagon is beginning their 15th season. She listed all of the Wild Wednesday trips and August Adventure Days. Programming happens every day, Monday through Friday. Various sports clinics will happen throughout the summer. Summer gymnastics is being taught by the CH varsity gymnastics coach. Tae Kwon Do will continue through the summer. Youth can also start signing up for Fall Co-Ed Soccer and Football. The Jamboree men's softball tournament will include 16 teams. Evans thanked Bray for a good presentation. Hoium asked if the bikes were new. Bray indicated the Bikes4Kids foundation have volunteers that refurbish bikes. Last year the children who received bikes were very appreciative of the bikes and very excited.

D. Jamboree Fireworks Display 2014.

Windschitl presented the proposal from Pyrotechnic Display Inc. He indicated this is the same proposal as last year and the same company as in years past.

Motion by Stroik, second by Payne, to accept the fireworks proposal from Pyrotechnic Display Inc. Upon vote: All ayes. **Motion Carried.**

REPORTS

A. Recreation Director

Windschitl indicated the wood floors inside Murzyn Hall were refinished this past week. A company is hired to put down the finish and did a very good job.

Windschitl thanked Saefke for her work with the Beautification Committee as she headed up the coordination with the volunteers and placing their orders. Due to the closing of Linder's Greenhouses research was needed to find a new company. The plants were ordered from Lynde's Greenhouse and Nursery out of Maple Grove. Every plant was received on the delivery date which was the first time that has happened since our staff has been working with the Committee. The plants are very good in size and the price was reasonable. Windschitl also thanked the Public Works staff for their help in the planting process. He asked the members to pass along the word if they know of any volunteers as we are always in need of new members.

Windschitl stated the garden plots on Reservoir Boulevard are ready to plant. There are a few open if anyone wants to reserve a plot. The water is hooked up to use as well.

Windschitl informed the Commission that he and Hansen discuss the items for the agendas each month and if holding a meeting is needed or not. In the past previous commission members indicated a meeting was not needed to discuss minor details for each event and whether or not they are approved. Windschitl indicated wanting to keep the Commission informed but not bothered with insignificant details for rentals. He stated that for future meetings he will have program coordinators update on the recreation programming side of the department. Clerkin indicated feeling comfortable with the way that Windschitl and Hansen bring items to the Commission. Members agreed. Windschitl stated that if it is a financial situation, a bar request, or a fee change request, he feels that is important to bring to the attention of the Commission.

Hansen replied in regards to park planning the splash pad will be a focus over the next year and beyond that are limited by money for any continued park redevelopment. There is approximately \$33,000 currently in the park redevelopment account. He is hesitant to do any further park planning without any funding unless the Commission wants to look at other options for funding. He restated the splash pad is a \$300,000 - \$400,000 investment. Stroik asked if the climate is still anti-bonding or anti-referendums for any park improvements. Hansen was unsure of the opinions of others. He stated that in a year or two the Commission may want to look into it, but that is very big time commitment. During the last community survey doing park improvements was the only item that the community was willing to pay more money for.

B. Public Works Director/City Engineer

Hansen reported seasonals are beginning to start work for the summer. About half of the staff is returning from last year.

C. Commission Members

Evans asked if the hill at Silver Lake Beach was sprayed for weed control last year. Hansen replied yes. Evans indicated half of the hill is covered with weeds and if the whole hill was paid to be treated it should be looked at for getting it retreated without cost.

Stroik indicated wanting to set a policy for fee waived groups requesting to use Murzyn Hall. To alleviate the need for requests each time, to treat each group consistently, and have the public view be a positive opinion of consistency as well. She stated receiving questions regarding the usage of the Hylander Center. Some opinions are that the gym is under used. People would like to see more adult programs build back up such as the ones offered when the NEI gyms were used.

She has received requests for pickle ball and more active programs for senior citizens. More everyday programs, exercise and yoga or up to date programs. Windschitl replied that the Senior Citizens Coordinator is offering a variety of programs and has added new activities to the programming. He stated that Mulligan is offering a new exercise program that he recently received a letter complimenting how needed that class is and what a great job she is doing teaching the class. Stroik stated the request for more active programming for 55 year olds. Saefke indicated class offerings such as Zumba, yoga, and adult aerobics. Stroik replied those are in the evenings and people are looking for daytime opportunities.

Evans adjourned the meeting at 6:35 p.m.

Deanna Saefke, Recreation Clerk Typist II

MAY EXPENSES - MURZYN HALL - 2014				
Date	Vendor	Item	Amount	Account
5/7/14	Menards	doorstops, fan locks, cleaner	\$169.69	2171
5/7/14	G&K Services	linens 042914	\$152.96	2171
5/14/14	G&K Services	linens 050614	\$329.91	2171
5/21/14	Voss Lighting	13 watt adapters	\$31.24	2171
5/28/14	Menards	vertical blinds, batteru	\$366.71	2171
5/28/14	Home Depot	boards jpm	\$32.12	2171
5/28/14	G4S Secure Solutions	security 042614, 051014	\$180.37	3050
5/28/14	Renewed Hardwood Floors	labor buff, recoat floor jpm	\$1,100.00	3050
5/7/14	MN Dept of Admin	telephone 041614	\$24.69	3210
5/14/14	Popp.com inc	telephone 043014	\$47.99	3210
5/28/14	MN Dept of Admin	telephone 052114	\$24.69	3210
5/28/14	Comcast	51014	\$5.47	3250
5/31/14	14 Prop Lib Ins	insurance	\$595.92	3600
5/28/14	Xcel Energy	electric	\$1,533.83	3810
5/14/14	Center Point Energy	gas	\$46.34	3830
5/7/14	G&K Services	mops jpm	\$22.91	4020
5/14/14	G&K Services	mops jpm	\$22.91	4020
5/14/14	Orkin	pest ctrl 0514	\$130.54	4020
5/21/14	G&K Services	mops jpm	\$22.91	4020
5/21/14	NSI Mechanical Contr	jpm 052414-082314	\$1,987.00	4020
5/28/14	AID Electric Service Inc	replace 3-way switch	\$114.16	4020
5/28/14	G&K Services	mops jpm	\$22.91	4020
5/31/14	CC Fee Allocation	credit card fees	\$144.60	4310

Total =	\$7,109.87
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Champlin



Cool Off at Twin Cities Area Splash Pads

Jun 19 2014



4

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Freshly updated for 2014! If you're looking for a few new places to cool off this summer, we've put together a master list of all the Twin Cities Metro-area splash pads we could find. The pads are organized by region for your convenience and nearly all are free of charge (except where noted). Note that the list does not include straight-up wading pools, beaches or waterparks; rather, these are these are simple spots where you might beat the heat with your youngsters.

St. Paul Area Splash Pads:

Conway Rec Center — 2090 Conway Ave., St. Paul, 55119

This relatively new pad opened in June 2013. Enjoy the fountains and new playground equipment. Note the adjacent Sun Ray Library is closed for renovations and will re-open in the fall of 2014. Open daily 8am – 8pm.



Lewis Park splash pad – St. Paul

Lewis Park – 900 N Marion St., St. Paul, 55117

St. Paul's first splash pad features fountains and jets plus fun new playground equipment. We love the synthetic turf surfacing on the playground, but I'd advise you to keep your shoes on. Open daily 8am – 8pm.

Minneapolis Area Splash Pads:

Oak Hill splash pad – St. Louis Park

Oak Hill Splash Pad – 3201 Rhode Island Ave. S., St. Louis Park, 55416

This splash pad in [Oak Hill Park](#) got so popular (and for good reason!) it now charges \$1 per person for non-residents. It's one of the largest and most elaborate splash pads in the metro with interactive bubblers and nozzles. Open 10am – 8pm daily.

Manor Park – 3459 Lowry Ave N., Robbinsdale (at Lowry & Abbott behind North Memorial Hospital)

A colorful splash pad with buckets, fountains, and limited shaded seating for adults. There is a decent distance between the splash pad and the playground, so don't expect it will be easy to watch kids going to and fro. Open daily 10am – 8pm.

Miller Park Splash Pad – 8200 Eden Prairie Road, Eden Prairie, 55347

This park has it all: a splash pad, sand and water play, and an exceptionally accessible playground. Open daily 8:30am – 9:30pm.



Round Lake splash pad – Eden Prairie

Round Lake Splash Pad – 16691 Valley View Road, Eden Prairie, 55346

Brand new in 2013, this splash pad has a marine-themed rubber surface to keep slips to a minimum. There are fun interactive features as well as traditional bubblers and fountains. Very close by is elaborate new playground equipment, shaded seating and a sandy beach on Round Lake. Open daily 10am – 8pm.

Cedarcrest Park – 8700 Bloomington Avenue, Bloomington, 55425

The small splash pad and playground is located adjacent to the Cedar Valley Church. Park free in the church parking lot.

East Metro Splash Pads:

Highlands Park – 6975 Idsen Ave. S., Cottage Grove, 55016

When the city's public pool closed in 2011 it was replaced with this brand-new splash pad. Water guns and spray nozzles keep the kids cool. Open daily 9am – 9pm.

June 25, 2014

The meeting was called to order by Eileen Evans at 5:34 p.m.

ROLL CALL

Eileen Evans
Sean Clerkin
Tom Greenhalgh
Stan Hoium
Kevin McDonald
David Payne
Marsha Stroik
Kevin Hansen
Gary Peterson
Keith Windschitl

PRESENT

X
X
X
X
X
X
X
X
X

ABSENT

Vote

APPROVAL CONSENT AGENDA

Motion by MS
Second by SH

ADJOURNMENT

Motion by
Second by

Meeting adjourned at 6:55 p.m.

6/25/14 Park + Rec Approve

Deanna Saefke

From: Anthony Fink <arf.at.sjv@gmail.com>
Sent: Friday, May 30, 2014 3:46 PM
To: Deanna Saefke
Subject: Re: request

Okay, so here we go:

We plan on having somewhere around 150-200 guests at the upper end, although that's just who we invited. We will likely have significantly less, as Friday morning weddings are unusual and many probably will not be able to attend. We will be serving a simple catered lunch starting around 12:30 or 1PM with the last of the guests leaving perhaps around 5PM. We will not be serving alcohol.

For this reason we request to not have a security guard there, as we do not anticipate any need for one.

Thanks,
Tony Fink

On Fri, May 30, 2014 at 3:35 PM, Deanna Saefke <Deanna.Saefke@ci.columbia-heights.mn.us> wrote:

Hi Tony,

Can you re-write a paragraph with your anticipated amount of guests and also stating what type of event you are having, and again that you expect to be done by 5 pm due to it being a luncheon reception. That way if I do need to present the request to my park & recreation commission it will have the details they need to make the decision.

There is no need to ask for the plates to be removed as I will just take that usage off of my paperwork.

Thanks much!

Deanna

From: Anthony Fink [mailto:arf.at.sjv@gmail.com]
Sent: Friday, May 30, 2014 3:13 PM
To: Deanna Saefke
Subject: Re: request

Hi, thanks for sending the email!

I just would like to request that the security deposit be waived for our group since we'll only be there until about 4:30 or 5 PM at the latest (it's a lunch) and no alcohol will be served. We also would like to request that the plate rental charge be dropped, since we don't need to rent plates.

6/25/14 Park + Rec Approve

Deanna Saefke

From: Jessica Giesen <jegiesen5050@gmail.com>
Sent: Monday, June 23, 2014 7:47 PM
To: Deanna Saefke
Subject: October 18th Reception
Attachments: Bartending Certification.pdf

Hi Deanna,

Mark Strom and I are requesting to have a licensed bartender serve beer and wine that we provide during our wedding reception. We will have a smaller reception of around 175 guests. We will not be having mixed drinks with hard alcohol. Non-alcoholic drinks will include water, pop, iced tea and lemonade or punch.

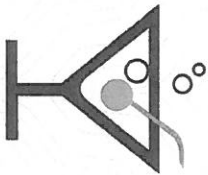
Natalie Holm would be our bartender. She has worked for PROM Catering in Woodbury, MN for the past 5 years. She has bartended at dozens of receptions. Attached is her certificate of bartending.

The person that I am pretty sure we would have as our second bartender is Tony Lotzer. He is a bartender at the Wayzata Country Club. He is likely currently out of the country right now, but should contact me when he gets back.

Thank you very much,

Jess Giesen and Mark Strom

Minnesota School of Bartending Inc.



Certificate of Completion In Bartending/Mixology

This is to certify that

Natalie A. Helm

has completed the entire course of Bartending and has
successfully passed all examinations

8-28-08

Date

Joe J. Helgeson
Minnesota School of Bartending Inc.