

**OSSEO PARKS & RECREATION COMMITTEE MINUTES**  
**REGULAR MEETING**  
**May 2, 2017**

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1. CALL TO ORDER

The Osseo Parks & Recreation Committee meeting was called to order by Chair Kerstin Schulz at 6:00 p.m., Tuesday, May 2, 2017.

2. ROLL CALL

Present: Committee members Dee Bonn, Kerstin Schulz, Anne Zelenak, Alden Webster, and Brittney Quant (arrived at 6:45).

Absent: Larry Stelmach and Sloan Wallgren.

Others present: Jeff Feulner and Ryan Ruttger, WSB & Associates; Ed Columbus, Osseo Lions; City Planner Nancy Smebak Abts.

3. APPROVE AGENDA

**A motion was made by Web, seconded by Bonn, to approve the meeting's agenda as written. The motion passed 4-0.**

4. APPROVE MINUTES

**A motion was made by Bonn, seconded by Web, to approve the March 14, 2017 meeting minutes as written. The motion passed 4-0.**

5. PUBLIC COMMENTS

Chair Schulz advised the public that this the time for public comments. There were no comments from the public.

6. SPECIAL BUSINESS

Jeff Feulner and Ryan Ruttger with WSB & Associates addressed the committee. They presented a preliminary master plan for Boerboom Park. The plan included elements of three previous concepts. The memorial monuments in the center of the park remain in place. A lowered plaza and fountain are added. Fifth Avenue has a surmountable curb added for events and vendor sales. A small play structure and dog run are included in the park, as well as a permanent rest room structure. The performance stage is relocated to the northeast corner of the park, far from Central Avenue and with a larger seating area. A picnic pavilion is added to the southeast corner of the park. Street crossing improvements are also planned for Central Avenue.

Dee thanked WSB for incorporating all the committee's comments. Anne asked about the use of the plaza on Fifth Avenue. Jeff explained that the idea was that the sidewalk would be accessible from the street with a surmountable curb. The street would be closed when these events took place.

Anne asked whether existing trees would be retained. Ryan explained that this concept saved 7 existing trees. Some other concepts had preserved more trees. This more open concept

kept evergreens behind the stage and behind the monument. Trees along Central and an evergreen in the dog run were also preserved.

Kerstin asked about the surface in the dog run. Ryan explained that mulch was their proposal. There are pros and cons to both mulch and gravel. Grass is hard to maintain under heavy use. The play area surfaces include a rubberized poured-in-place surface and wood mulch. The two surfaces add interest and provide a good base for the climbing structure.

Nancy suggested a visit to parks in the metro with similar dog run and play area features.

Dee asked about the timeline to construct the park. Jeff said the plan was designed to be 'timeless' and beautiful for years to come. Phasing is recommended to lower financial impacts.

Jeff presented an estimate of prices for the park. He explained that there would be a lot of variation in actual costs depending on the types of features installed—high end, custom features cost more than an "off the shelf" style construction. The cost estimates are intended to help shape the discussion. Costs are in present-value.

The bottom line of the cost estimate to build everything as expected is \$1.3 million.

WSB summarized the amounts included in the estimate. Site work items, including staking, clearing, grading, removing pavement, modifying storm sewer, but not removal of existing houses. Pavement improvements, including retaining walls for the sunken pavement. The restroom, using a prefabricated building on a poured slab, has costs including electrical and water service and a drinking fountain. The performance stage would be relocated and the seating area expanded. The play area shows three different structures for different ages. Costs include the poured in place flooring that is good for accessibility. The dog run includes mulch, fencing, and a water fountain for the dogs. All landscaping includes trees, shrubs, grass, native seed mix, and an irrigation system. Site amenities includes the fountain, bike racks, picnic shelter, relocating the benches, and miscellaneous improvements including A twenty percent contingency is included because it is early in the process. This would incorporate design fees for final design as well as unknown elements.

Anne asked about the pavement selected. Given problems with the current pavers, this might not be necessary. Jeff explained that pavers, in general, cost about 4 times more than asphalt pavement. Ryan added that the sidewalk was shown as 12' wide. This could be reduced to 10' or 8' to further reduce costs. Concrete walks are shown at 6' and existing walks are 5'. Secondary walks could be as narrow as 4'. This would still meet accessibility requirements.

The final master plan will be accompanied by a refined cost estimate, giving a range of costs for park features. Nancy asked that the final estimate also include ongoing maintenance cost estimates for things like the fountain, rest room, play area, and dog run. Anne agreed this would be helpful.

Kerstin asked about potential phasing. Jeff mentioned that relocating the performance stage would be a key step in realizing the master plan. There seems to be strong demand for a play structure. He said there seemed to be a desire for the dog run and this was a lower-cost improvement. The sunken plaza and fountain could be a later phased item. The rest rooms and picnic shelter may come later. As long as the space is reserved for future elements, order would not that important.

Dee asked about the need for the sunken plaza if no mid-block crossing was added. Jeff said the sunken plaza was still a nice feature. It provides grade change to an otherwise 100-percent-flat park.

The committee thanked WSB for their work.

## 7. BUDGET UPDATE

Abts reminded the committee about the various funding sources for Parks and Recreation activities. She informed the Committee that no money had been spent since the last meeting. The City Council allocated \$6,500 to subsidize youth recreation programs.

The Community Fund received donations of \$3,500 for the summer event series. She encouraged the committee to help solicit additional donations. She also invited the committee to share their ideas on how to fund these programs. Kerstin noted that local businesses were receiving a lot of ‘asks’ to support city events lately.

## 8. OLD BUSINESS

### A. DISCUSS SIPE PARK PICNIC SHELTER

Abts presented the committee with revised plans for the Sipe Park Picnic Shelter. She explained that the new proposal was for a metal structure rather than the wood originally proposed. The shelter will also be slightly smaller. After the shelter is built, the plan is for the Lions to donate it to the City for ongoing maintenance and operations.

Ed Columbus noted that the structure would be 24’ by 24’. Metal was cheaper and easier to build. The structure has been approved by an engineer. The roof peak will run north-south. There will be a 3’ overhang to direct rain off the slab. He expected 4 to 6 picnic tables would be added. The structure has an occupant load of 82 people.

The committee commented favorably on the proposed structure.

Anne asked about how the structure would affect the summer programs. Nancy reported that RevSports was aware of the project and was able to be flexible in their programming.

### B. DISCUSS NIGHT TO UNITE

Nancy reminded the Committee that Night to Unite was coming up in August. Residents are encouraged to register their parties with the Police Department. She encouraged anyone with questions to contact Officer Mortinson.

### C. DISCUSS LIONS ROAR

Lions Roar is scheduled for September 8-9, 2017. Nancy asked if the Parks and Recreation Committee was interested in participating. She gave an overview of the available resources for the Committee. Anne suggested that this would be a good opportunity to get feedback on the Boerboom Park plan. Another booth could be set up to solicit feedback. Members noted that this was a busy time for many folks.

9. NEW BUSINESS

No new business was discussed.

10. UPCOMING EVENTS

The Committee reviewed upcoming events, including:

- Step To It Challenge, May 1-28
- Osseo Trolley, May - September
- Citywide Garage Sale, May 11-14
- Vintage Car Show and Craft Sale, May 13
- Food Truck Event, May 20
- Summer Event Series
- Osseo Farmers Market, Tuesdays July 11-September 26

11. STAFF & COMMITTEE MEMBER REPORTS

Nancy noted that registration was open for the summer sports and arts programs. She noted that people were very excited about the programs. Nancy also informed the committee that the Healthier Communities project was continuing. A presentation on smoke-free multi-family housing was given in April, and a walking audit was scheduled for May. Work will continue through October.

Dee reported that the Jazzercise center in Maple Grove was offering free classes during the month of May. They also are offering free classes for ages 16-21 for the rest of 2017.

Kerstin noted that crafters were still needed for the Car Show and Craft Sale on May 13.

12. ADJOURNMENT

**A motion was made Webster, seconded by Quant, to adjourn the meeting at 7:04 p.m. The motion carried 5-0.**

Respectfully submitted,

Nancy S. Abts  
*City Planner*