



Parks and Recreation Commission

Wednesday, July 10, 2024

6:30 PM

Elk River City Hall

Regular Meeting & Work Session Agenda

- Regular meeting in Council Chambers
 - Work Session meeting in Upper Town Conference Room immediately following regular meeting
-

1. CALL MEETING TO ORDER

2. PLEDGE OF ALLEGIANCE

3. CONSIDER AGENDA

4. CONSIDER MINUTES

4.1 06-12-2024 Parks and Recreation Commission Minutes

5. OPEN FORUM

An opportunity to provide comments and feedback regarding items not on the agenda. Information provided in Open Forum will not be discussed at this meeting; rather, the information will be referred to staff and/or scheduled for discussion at a future meeting.

6. DISCUSSION ITEMS

6.1 Athletic Facilities Master Plan

6.2 Rivers Edge Commons Seating

6.3 Disc Golf

7. ACTION ITEMS

7.1 GNRT Grant Application

8. PARKS AND RECREATION MANAGER UPDATE

8.1 Parks and Recreation Manager Update

9. ANNOUNCEMENTS

10. MOTION TO ADJOURN REGULAR MEETING



**Meeting of the Elk River
Parks and Recreation Commission
Held at the Elk River City Hall
June 12, 2024**

Members Present: Chair Dave Anderson, Commissioners Greg Loidolt (departed at 7:27pm), Mike Niziolek, Hal Stewart, Joy Goodwin, Jill Varty

Members Absent: none

Council Liaison: Councilmember Mike Beyer

Staff Present: Assistant City Administrator/Business Services Director Joe Stremcha, Senior Administrative Assistant Dawn Larson

1. Call Meeting to Order

Pursuant to due call and notice thereof, the meeting of the Elk River Parks and Recreation Commission was called to order at 6:30 p.m. by Chair Anderson.

2. Pledge of Allegiance

3. Consider Agenda

Moved by Commissioner Loidolt and seconded by Commissioner Niziolek to approve the June 12, 2024, agenda. Motion carried 6-0.

4. Consider Minutes

Moved by Commissioner Varty and seconded by Commissioner Stewart to approve the May 8, 2024, Parks, and Recreation Commission Minutes with the change of the incorrect last name Churchill to Burchill. Motion carried 6-0.

5. Open Forum

6 Presentations, Awards, and Recognition

6.1 Just for Kix Walkathon

Karissa Leistico 716 Freeport Ave, Elk River, MN spoke on behalf of the Just for Kix Walkathon. Mrs. Leistico owns the Just for Kix program in Elk River. Her students were asked to attend the weeklong Reli Aquest Bowl, a college football game in Tampa Florida. Tickets are \$2400 and flights are \$500. The girls must fundraise 100% of their way. They get to perform for the half time show for about 60,000. They get to also go to many other awesome fun features of Florida during the week they are there.

The walkathon will be from 9am to 1pm at Woodland Trails Regional Park on the main paved loop, so not a 5k exactly. This is the first time they have ever fundraised anything. Commissioner Goodwin

asked how many kids they are fundraising for. Mrs. Leistico said there are fifteen kids from second grade to twelfth grade going this year.

They started fundraising in May and most girls have raised 1,000 which is halfway to their goal. Parent volunteers will guide instead of signs. Chair Anderson said paint is not good, but chalk is okay.

Moved by Commissioner Goodwin and seconded by Commissioner Loidolt to approve the Just for Kix Walkathon at Woodland Trails Regional Park on Saturday, July 13, 2024. Motion carried 6-0

6.2 Hillside Beginners Area Proposal

Derek Burchill, 14481 Iodine Street NW in Ramsey, is the MORC (Minnesota Off-Road Cyclists) trail steward for Hillside Park. He passed out a packet with more details about the project including budget and a sketch. He reviewed the information he provided in the packet. He identified a blue square where a permanent restroom, a water fountain and bike wash station could go. The green rectangles represent more picnic tables including one already there. The orange circles are boulders. He also expressed that a smaller shade structure would be suitable versus a large picnic structure sitting not enough room.

Chair Anderson thanked Mr. Burchill for the detail. Commissioner Goodwin asked how much additional upkeep and maintenance the new trail would need. Mr. Burchill said that they would just absorb the maintenance into their existing plan. Chair Anderson confirmed with Mr. Stremcha that there is plenty of black dirt and staff can haul it out for them. Mr. Burchill prefers that the city supplied the lumber, so MORC does not have to take the money out of their budget for other trail maintenance.

Mr. Stremcha said there is lumber left over from an abandoned project at Woodland Trails Regional Park for a dock and nature play area. Chair Anderson said there is a lot of two by tens he saw.

Commissioner Niziolek asked if the parking lot design is flexible. Mr. Stremcha said the design for the parking lot is not set but the container for the parking lot is set up for about thirty stalls. Mr. Burchill said there are typically fifteen cars in the parking lot but can have up to twenty-seven on a busy night if they are the only park with trails open. Commissioner Niziolek asked if there would have to be a storm drainage for the parking lot. Mr. Stremcha said potentially. Commissioner Stewart said that the black dirt would help with the buildup since some of the flat areas are low in the potential trail area.

Mr. Burchill said the goal is to get the trail done by the start of school, but he needs more volunteers. Once he posts on social media that the project is a go, he imagines more people will step up to volunteer. Commissioner Goodwin asked how the city could support Mr. Burchill in gaining more volunteers. Secretary Larson said that Mr. Burchill can contact Karen Wingard, the volunteer coordinator for the City of Elk River about how to advertise for the need of volunteers. Some options would be to add posts on our Facebook page and add posters in the kiosk.



Moved by Commissioner Loidolt and seconded by Commissioner Varty to approve the Hillside Beginners Trail construction along with the donation from the City of Elk River for black dirt and lumber on hand given to Hillside for construction. Motion carried 6-0

6.3 Park Dedication-Briggs Properties

Mr. Stremcha presented his report. Staff reviewed the park master plan to see if there were any trail easement conflicts and there were not. Chair Anderson said the math did not add up but that since it was just for one dwelling unit, it would be fine.

Moved by Commissioner Niziolek and seconded by Commissioner Varty to approve park dedication to be paid in cash, at the applicable rate of one residential dwelling unit. Motion carried 6-0

6.4 Scout Island - Scout Service Project

Mr. Stremcha presented his report.

Moved by Commissioner Loidolt and seconded by Commissioner Stewart to approve the recommendation to City Council that parcel: 75-00132-2125 be recognized as an open space /undeveloped park and named "Scout Island Park". Motion carried 6-0

7.1 Disc Gold Course Open House Recap

Mr. Stremcha presented his report. He is looking for feedback from the commission to provide the next steps for the new Parks and Recreation Manager to continue leading this project.

Chair Anderson shared that the goal is to whittle down the list of potential parks and come back to the commission in August. Upon reviewing the list of parks provided, he noticed the Meadowvale Heights Park is missing and that he did not remember talking about Ridgewood East.

Katie Ellsworth, 19476 Tyler St. NW Elk River, asked if the commission reviewed the feedback provided after the open house discussion. Chair Anderson confirmed that they did and that the goals now are to whittle down the sites, tour the remaining sites, meet with the interest groups, and proceed with development plans including budget and course layout.

Mr. Stremcha shared that it is a priority to get something developed in 2025.

Tim Johnson, 1860 Meadowvale #2 NW Elk River, shared that he has played disc golf for 14 years and now plays professionally. He shared that it can be a great asset for ins and outs and safety measures but had not been able to make it to the previous meeting. He said disc golf can take a dead park, liven it up, and make it safer. He referenced Montissippi Disc Golf Park in Monticello and the turnaround that has happened there since they added it. He added that now the park is busy with families, tournaments, and leagues.



Chair Anderson said that this is a community that will rely heavily on the user group to be involved in the site selection, design development and ongoing maintenance of a disc golf course to lighten the load for city staff.

Commissioner Loidolt mentioned that bringing Tim Johnson out to the parks could be beneficial.

Ms. Ellsworth said she visited 5 parks and of those she requested special attention be given to Camp Cozy and Meadowvale Heights. She shared that Camp Cozy is wide open which would be easier to set up and navigate an 18-hole course. She shared that Meadowvale Heights would have safety concerns with the walking path and need a more experienced designer than herself. She also felt that most of the other locations would not be large enough to have an 18-hole golf course.

Chair Anderson mentioned that Ridgewood East must have been a typo as no one can remember that park being on the list. He requested that it be removed from the list.

Chair Anderson mentioned that Camp Cozy was recently approved for prairie restoration through the Friends of the Mississippi grant application and Camp Cozy natural resources management plan. Commissioner Goodwin questioned if there could be exploration of Camp Cozy still with the plan that just went through.

Commissioner Niziolek commented that Meadowvale Heights could still be an option.

Mr. Stremcha said they would narrow the list of parks down before the new person starts in July to less than half of what is on the list. Ms. Ellsworth said that the user group visited several parks to Camp Cozy and Meadowvale Heights, but Meadowvale has a lot of people to work around.

Chair Anderson suggested the removal of Birch, Sedge Meadow, Alba Ridge from the list. Also, Camp Cozy is not an option due to grants which leaves Meadowvale Heights.

Russ Langer, 7830 Padgett Ave. NE Otsego, requested that Camp Cozy still be considered as a potential course, but Chair Anderson said that the topography was not varied enough for what he thought the users were looking for.

The Commissioners reviewed the park list to confirm the numbers of the parks and whether they matched or not.

Chair Anderson requested that the discussion be brought back in July.

9.1 Assistant City Administrator Update June 12, 2024

Mr. Stremcha presented his report.

Chair Anderson asked for an expansion of the pedestrian gate installation at the PT Complex. Mr. Stremcha said the pedestrian gates will replace the drive-through gates at two of the locations to prevent driving damage on the fields but allow safe access into and out of the fields for pedestrians.



Mr. Stremcha shared that two candidates are being interviewed on Monday by the City Council for the commission vacancy.

10. Announcements

11. Adjourn Regular Meeting

Moved by Commissioner Niziolek and seconded by Commissioner Goodwin to adjourn the regular meeting of the Parks and Recreation Commission at 7:27 p.m. Motion carried 6-0.

12. Work Session

The work session meeting of the Elk River Parks and Recreation Commission was called to order at 7:35pm by Chair Anderson.

Commissioner Loidolt departed at 7:27pm before the work session.

11.1 Great Northern Trail Amenities Grant Opportunity

Mr. Stremcha presented his report and reviewed options for shade structures and a bike repair station that were discussed as potential alternative options at the previous meeting. Chair Anderson asked to review the slides and budget that Mrs. Hugo provided at the previous commission meeting. Mr. Stremcha pulled up the slideshow and the commission went slide by slide as the commission discussed changes they would like to make.

Feature one included a trailhead sign at Meadowvale that the commission viewed as very expensive. Chair Anderson said that most people do not enter the GNT at this location but enter via the parking lot of Meadowvale Elementary School.

The Commissioners did not think that two trailhead signs were necessary and that the funds could be used elsewhere.

Commissioner Niziolek does not believe this is the best location for the trailhead without making sure there is adequate parking. Commissioner Niziolek said that there should be a discussion with ISD 728 about the parking lot at Meadowvale Elementary as an alternative. Commissioner Goodwin and Commissioner Varty said that there will not always be available parking in that lot, especially during the school year. Commissioner Varty said that there can be up to thirty cars parked there and with the school being as busy as it is at drop-off and pick-up school times it can be very congested. Commissioner Goodwin said that while this is where the trail starts Woodland Trails Regional Park is a better place due to the larger parking lot and it is a beautiful park that can biked through. Commissioner Varty asked if there is a way to do a smaller sign here and maybe a larger sign later.

Mark Rathbun, 19451 Zumbro Court NW Elk River, spoke and said that many people park at Meadowvale Elementary and there are many cars with car racks and even trailers. He thinks using Woodland Trails to get to the GNT can be confusing due to the winding trails and there would need to be better signage to get from the parking lot to the trail. He also suggested that signage and drinking water amenities there would be good at the Meadowvale School location. He also suggested



that bike fix it stations in good public viewing areas such as Woodland Trails and Meadowvale Elementary.

Commissioner Niziolek suggested the need for a discussion with the school for options to park in their parking lot or to add a small lot off Upland on the land that is presently for sale. Commissioner Niziolek said the parking issue must be addressed before this location is officially the trail head. He added that there needs to be grade separation in all of Elk River especially for the Great Northern Trail.

Jim Svenson, 19291 Proctor Rd. Elk River, shared he and his wife and another couple ride Minnesota Trails and every year they ride the Elk River trail and if it is school time they will not meet at Meadowvale. They ride with a lot of people, up to 40 to 45 people, and if it is not summertime many people up to 30 or 35 cars are parked at Meadowvale, so they need to clear something with the school during the school year. He parks at Woodland Trails during the school year and Meadowvale during the summer.

Chair Anderson said he feels they are trying to cram a year's worth of meetings in just one or two meetings. Mr. Stremcha reiterated that more changes and amenities can be added in the future.

Commissioner Stewart said he thinks there needs to at least be some sort of small sign identifying the trail head so people from out of town know where the trail begins. He said he also thought that this project also had the goal of drawing people to the City of Elk River, so signage must be included to help guide non familiar people with the trail head and where to park.

Chair Anderson asked what the total amount of the commitment by Elk River is and reviewed the individual categories of commitment. Mr. Stremcha confirmed it is \$133,000. Whatever changes they decide at this meeting could affect the total by increasing or reducing the total.

Secretary Larson pointed out that if a smaller sign were wanted for the main trail point that could be done in house and the bulk of grant funds for signage.

Commissioner Goodwin pointed out that the commission does not have the timeline to make all the things happen at this location before this grant.

Commissioner Niziolek said that he would spend the grant money on the lot of land near Upland to buy for parking. Chair Anderson and Commissioner Niziolek would like staff to investigate the possibility of purchasing this land. Commissioner Stewart pointed out that he did not think that the grant would be able to include the purchase of this lot.

Chair Anderson summarized that the Commission suggested a bike fix it station, a smaller sign at main location, and water accessibility at the Meadowvale access.

Commissioner Niziolek said he would put all the money into developing the access point to the Great Northern Trail at Meadowvale or Upland or discuss a partnership with the school district. Mr. Stremcha explained that the timing of the grant and the possible purchase of land at this time does not match up. This could be a consideration for the future as a capital outlay project.



Mr. Stremcha also pointed out that there are long term goals and short-term goals here and a long-term goal could even include options like Oak Knoll. Commissioner Niziolek agreed.

Chair Anderson suggested spending \$3,000 at Woodland Trails and \$130,000 at Meadowvale including two bikes fix it stations, an in-house sign, water, and parking. Commissioner Goodwin left at 8:25pm.

Mr. Stremcha handed out a photo attachment. The commission and attendees, including Jim Swenson, feel that benches would be a priority versus picnic tables. There would ideally be four benches. Mr. Stremcha shared that the average bench cost is \$2800-\$3200 each.

Mr. Stremcha itemized the list of what the commission would like and the funding amount allocations.

Commissioner Niziolek said that he does not feel the gate limiters will not be needed as much in the future now that e-bikes are becoming so popular. Chair Anderson does think the gate limiters have value. The Commissioners suggested having a park bench including one by Watson, the 221st parking lot, at Woodland Trails Regional Park by the biathlon range, and one at the trail head.

The limiters help keep motorized vehicles out so at least one would be necessary Chair Anderson said. Feature 3, 4 had gate limiters in the initial presentation but they do not feel those ones are needed. The Commission does not feel a shade structure is needed if there are benches since there are so many shady spots on the trail.

11.2 PT Complex Welcome Plan

Mr. Stremcha presented his report and the photo handout. Mr. Stremcha said he is looking for confirmation from the commission that they are on the right track for design from HKGi for the welcome plaza that was included in the sponsorship package. Chair Anderson and Councilmember Beyer asked about foul ball issues. Chair Anderson said those issues could be solved by shifting the design east or west if necessary.

Mr. Stremcha said that the goal is overall to improve safety with this welcome plaza surrounding the raised pedestrian crossing. In the future, trees and other decorative items provided by the sponsor, including a potential pergola, could be on and around the four concrete corners of the plaza on the trail's sides.

11. Adjournment

There being no further business, moved by Commissioner Varty and seconded by Commissioner Niziolek to adjourn the Parks and Recreation Commission work session at 9:04 p.m. Motion carried 6-0.

Minutes prepared by Dawn Larson.



Dave Anderson, Chair

Tina Allard, City Clerk





Request for Action

To
Parks and Recreation Commission

Item Number
6.1

Meeting Date
July 10, 2024

Prepared By
Joe Stremcha, Business Services Director/Assistant
City Administrator

Item Description
Athletic Facilities Master Plan

Reviewed by
Joe Stremcha
Cal Portner

Action Requested
Discuss the Athletic Facilities Master Plan.

Background/Discussion

HKGi presented detailed concepts for site development of athletic fields on March 13, 2024, based on projected growth outlined in a 2022-23 study. The commission continues to discuss these concepts and refine the capital improvement plan. The construction timeline below preserves the number of fields available for play prior to adding new additional fields. The proposed plan creates the following benefits:

- Centralized bathrooms
- Centralized concessions
- Centralized equipment storage based on sport/activity.
- Organized parking
- Field locations are based on activity creating ownership cleanliness among user groups.
- Fans at “ground level” are at a higher elevation than the playing surface for improved lines of sight.

Financial Impact

Cost estimates for capital improvements within the Athletic Facilities Master Plan are included.

Mission/Policy/Goal

Responsible for every dollar as good stewards and providing an opportunity to live, work, and play.

Attachments

1. Athletic Fields Master Plan - 10-year CIP
2. 2024 Athletic Centers Concepts Labeled SCALE BARS IN BOTTOM RIGHT CORNER
3. Alternative Oak Knoll Site Based on Commission Feedback on April 10, 2024
4. 12.1 03-13-2024 HKGi Athletic Fields Master Planning Presentation

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity



Athletic Fields Master Plan

HKGi presented detailed concepts for site development of athletic fields based on projected growth outlined in a 2022-23 study. The commission will continue to discuss these concepts in work session following the regularly scheduled meetings to refine and improve this plan. The construction timeline below preserves the number of fields available for play prior to adding new additional fields. The proposed plan creates the following benefits:

- Centralized Bathrooms
- Centralized Concessions
- Centralized Equipment storage based on sport/activity.
- Organized Parking
- Field locations based on activity creating ownership cleanliness amongst user groups.
- Fans at “ground level” are at higher elevation than playing surface for improved sightlines.

Project Impact Summary

Site	Fields removed	Fields added
PT Complex	1 rectangular field	3 rectangular fields 4 softball fields
Dave Anderson Athletic Complex	2 softball fields	1 rectangular field
Oak Knoll Complex/ Hales field	3 baseball fields 2 rectangular fields	4 baseball fields 1 miracle field
Net Change		+2 Softball fields +3 rectangular fields +1 baseball field + 1 miracle field

Project Phasing Potential

Approx. Year	Site	Fields Removed	Fields Added
2026	PT Complex (Southeast)	none	3 rectangular fields
2028	Oak Knoll Complex/Hales Field (South/East)	2 rectangular fields 1 ballfield	2 baseball fields
2030	Oak Knoll Complex/Hales Field (North/West)	2 baseball fields	2 baseball fields 1 miracle field
2032	PT Complex (Southwest & Northeast)		4 softball fields 2 rectangular fields
2034	Dave Anderson Athletic Complex	2 softball fields	1 rectangular field
+/- 9-years	TOTAL SCOPE	2 softball fields 2 rectangular fields 3 baseball fields	4 baseball fields 4 softball fields 1 miracle field 5 rectangular fields

OAK KNOLL ATHLETIC COMPLEX

- » Anticipates the removal/relocation of Ivan Sand and the Education Technology Center
- » Reconfigures access to Proctor Road and School Street, and creates a connection between the two entries
- » New, re-oriented full size (90' basepath) ballfield with grandstand seating
- » Adds miracle field and inclusive playground
- » Plaza to support the premier field, inclusive play area, and miracle field
- » Creation of two dedicated youth (60' basepath) baseball fields with grass infields
- » Creation of a dedicated intermediate (70-80' basepaths) baseball field with grass infield
- » Centralized, elevated plaza with shelter to support the youth and intermediate field
- » New parking to support expanded ballfield program



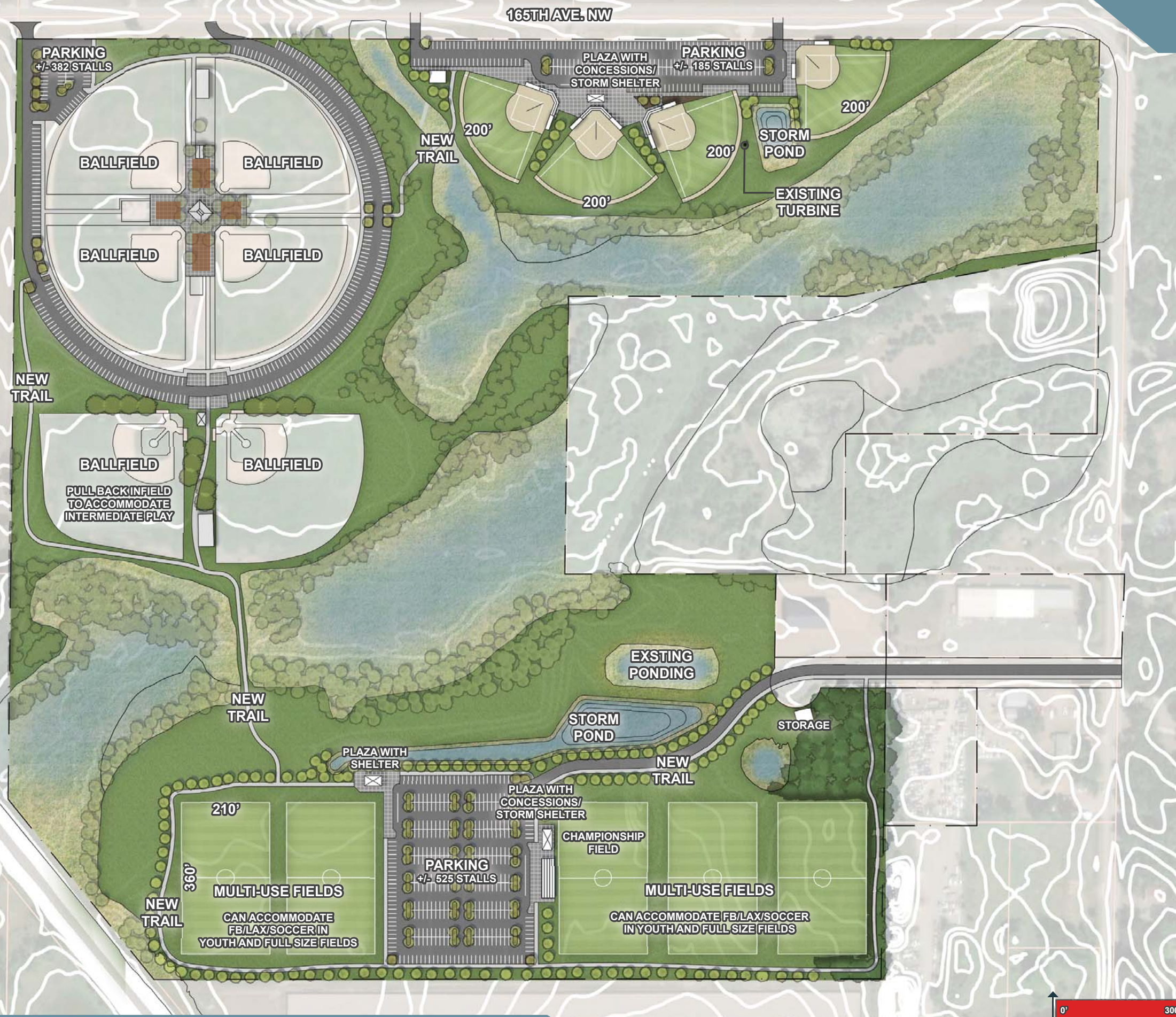
DAVE ANDERSON ATHLETIC COMPLEX

- » Removes 2 softball fields and replaces them with open field space that can accommodate up to a full sized rectangle field or multiple youth sized fields
- » Improves safety considerations by reducing the number of softball fields and having play occur behind spectators
- » Installation of drain tile in the outfields to reduce flooding/ponding that is occurring today
- » Addition of a centralized plaza and shelter to support recreational field use
- » Creation of new parking to support field programming, as well as Orono Park
- » Retains flexibility for potential long term change with adjacent land uses



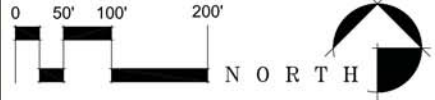
PLANTS AND THINGS RECREATION COMPLEX

- » Creates showcase opportunities for Plants and Things at plaza areas in each of the three areas
- » Relocates softball from DAAC and creates a 4 field dedicated complex with youth sized fields
- » Softball tournaments could incorporate the existing pinwheel for an 8 field schedule
- » Parking to accommodate extensive field use
- » Creates a new rectangle field destination that can accommodate football, lacrosse, and soccer with up to 5 full sized fields or many youth sized layouts
- » Each sport area would have concessions/ restroom/storm shelter
- » Existing ballfields would have parking paved
- » The smaller 90' field would have infield grass pulled back to accommodate intermediate play
- » New trails incorporated into the park



PLANTS AND THINGS RECREATION COMPLEX





Client:

**ELK RIVER
 ATHLETIC FIELDS**

Project:

Sheet Title:

Key:	Description:	Date:

Project Number: 023-001
 Date: _____
 Drawn by: JBH
 Checked By: KC
 Sheet Number: _____



Project:

Sheet Title:

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Project:

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Project Number: 023-001

Date: _____

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ATHLETIC FIELDS MASTER PLANNING

Elk River Parks & Recreation
March 2024



Agenda

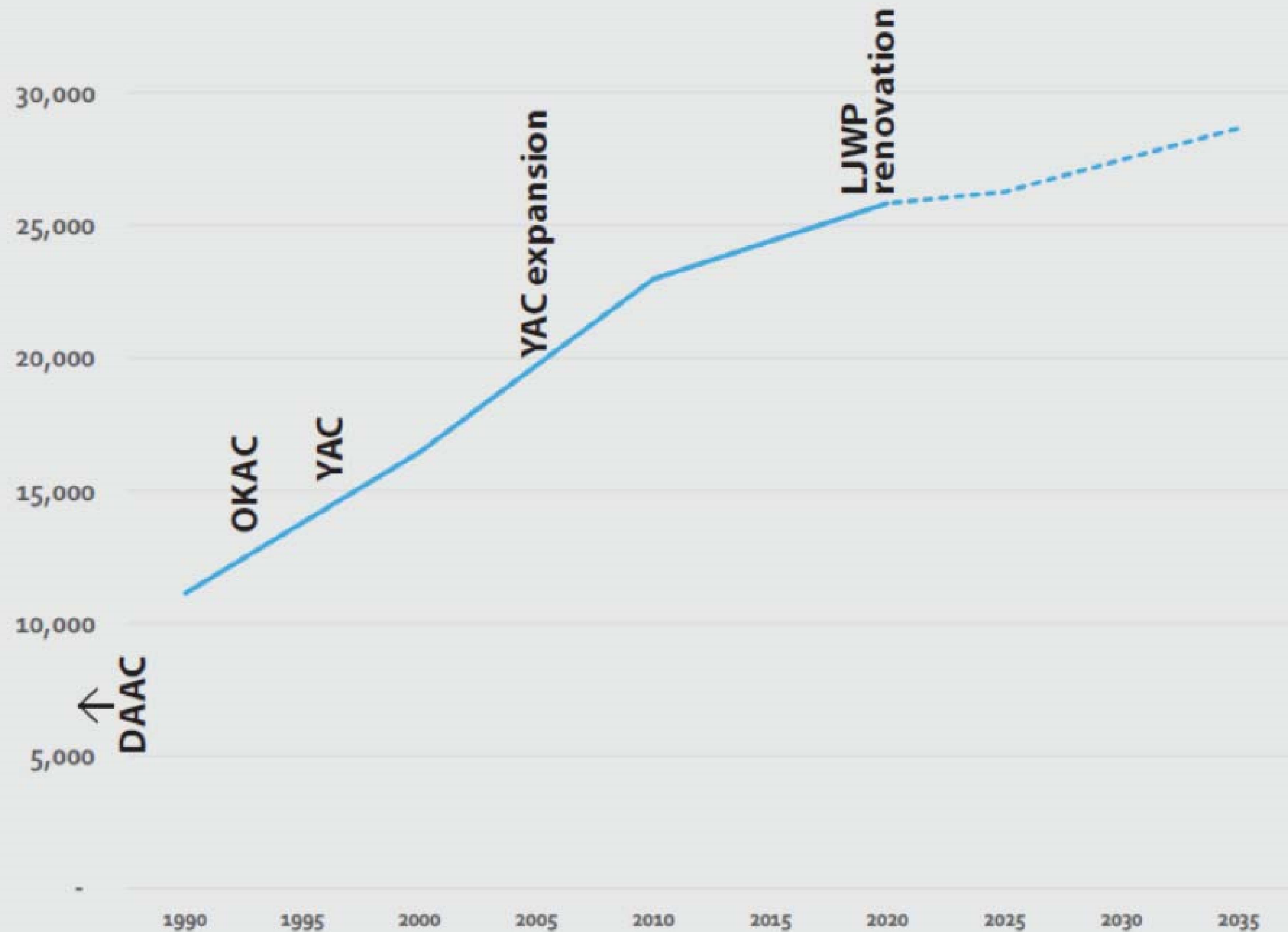
- Recap Findings From Utilization Study
- Concept Review
- Costs
- Phasing
- Discussion



Project Purpose

- Provide a **long term** vision to guide development of athletic fields in Elk River
 - » Meet the needs of a growing community
 - » Guide investments where they will last
 - » Help the City plan for future costs
 - » Continue to position Elk River as a place with great recreation opportunities for families and youth

Population Growth and Field Development in Elk River



Utilization Study Findings

- Expansion for growing population and to add capacity/resiliency
- Preference for improved user (player and spectator) experience
- Desire for tournament capabilities
- Safety/Functionality concerns at DAAC (short term)



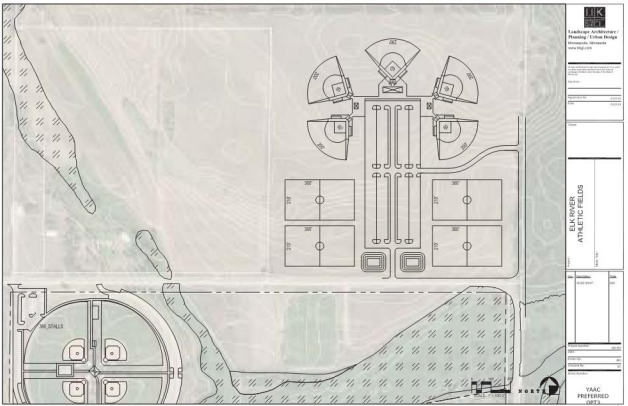
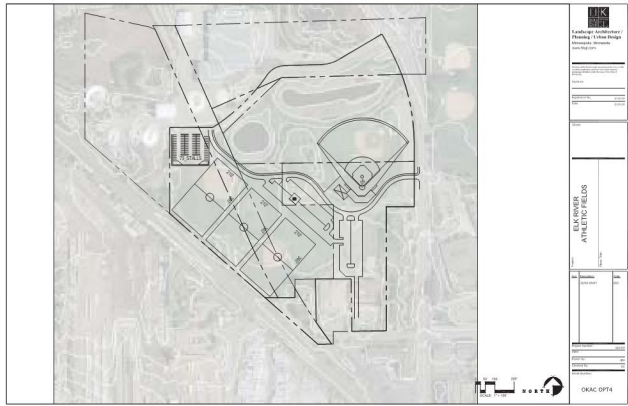
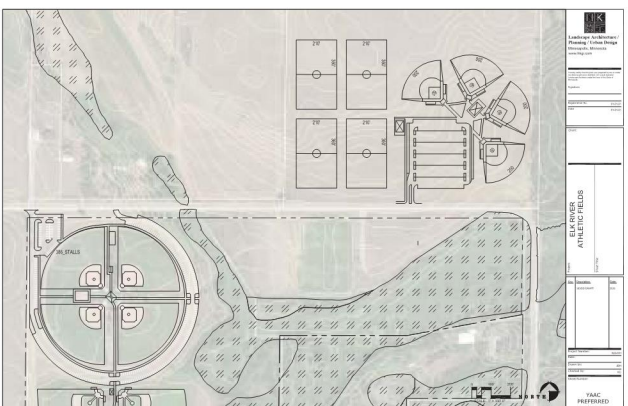
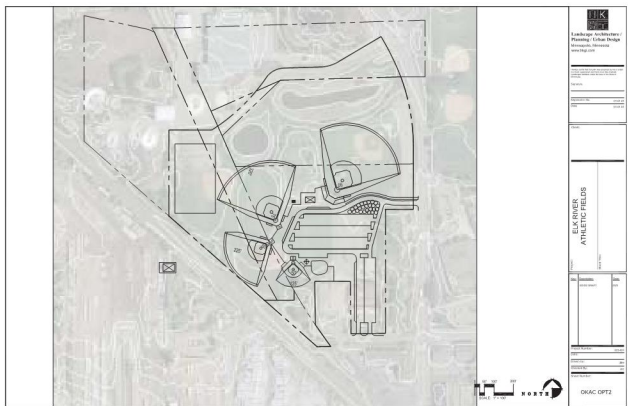
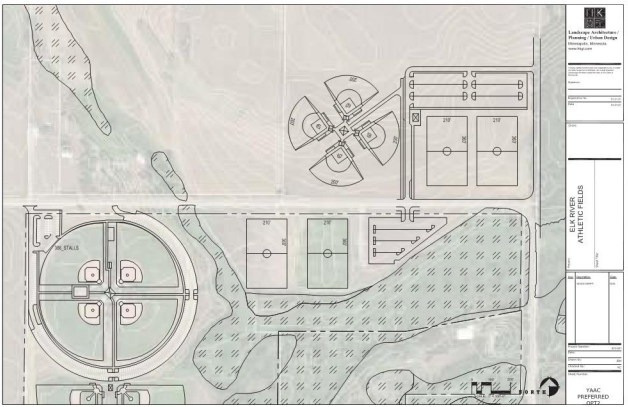
Utilization Study Findings

In the next 10-15 years:

- 3-4 60' ballfields with 200-225' fences
- 1-2 75' ballfields
- 1-2 90' ballfields
- 4 rectangle fields



Master Plans



Master Plan Initiatives

- Create a distinct “Home of” for each sport
- Add capacity to the system
- Help PTRC facilitate tournaments



Dave Anderson Athletic Complex

- Shifts from outmoded facility to rec focused extension of Orono Park/ City Hall/YMCA district







Dave Anderson Athletic Complex

- Removes 2 softball fields and replaces them with open field space that can accommodate up to a full sized rectangle field or multiple youth sized fields
- Improves safety considerations by reducing the number of softball fields and having play occur behind spectators
- Installation of drain tile in the outfields to reduce flooding/ponding that is occurring today

Dave Anderson Athletic Complex

- Addition of a centralized plaza and shelter to support recreational field use
- Creation of new parking to support field programming, as well as Orono Park
- Retains flexibility for potential long term change with adjacent land uses
- Needs short term safety issues addressed (netting)

Dave Anderson Athletic Complex

All costs are planning level to help the City budget based on contractor pricing. Additional design will further refine the costs. Costs may change based on inflation, labor & material costs, permitting, timing, and other factors.

Project Cost: \$1,985,000

Parking and Roads: \$760,000

Plaza and Trails: \$645,000

Other: \$235,000

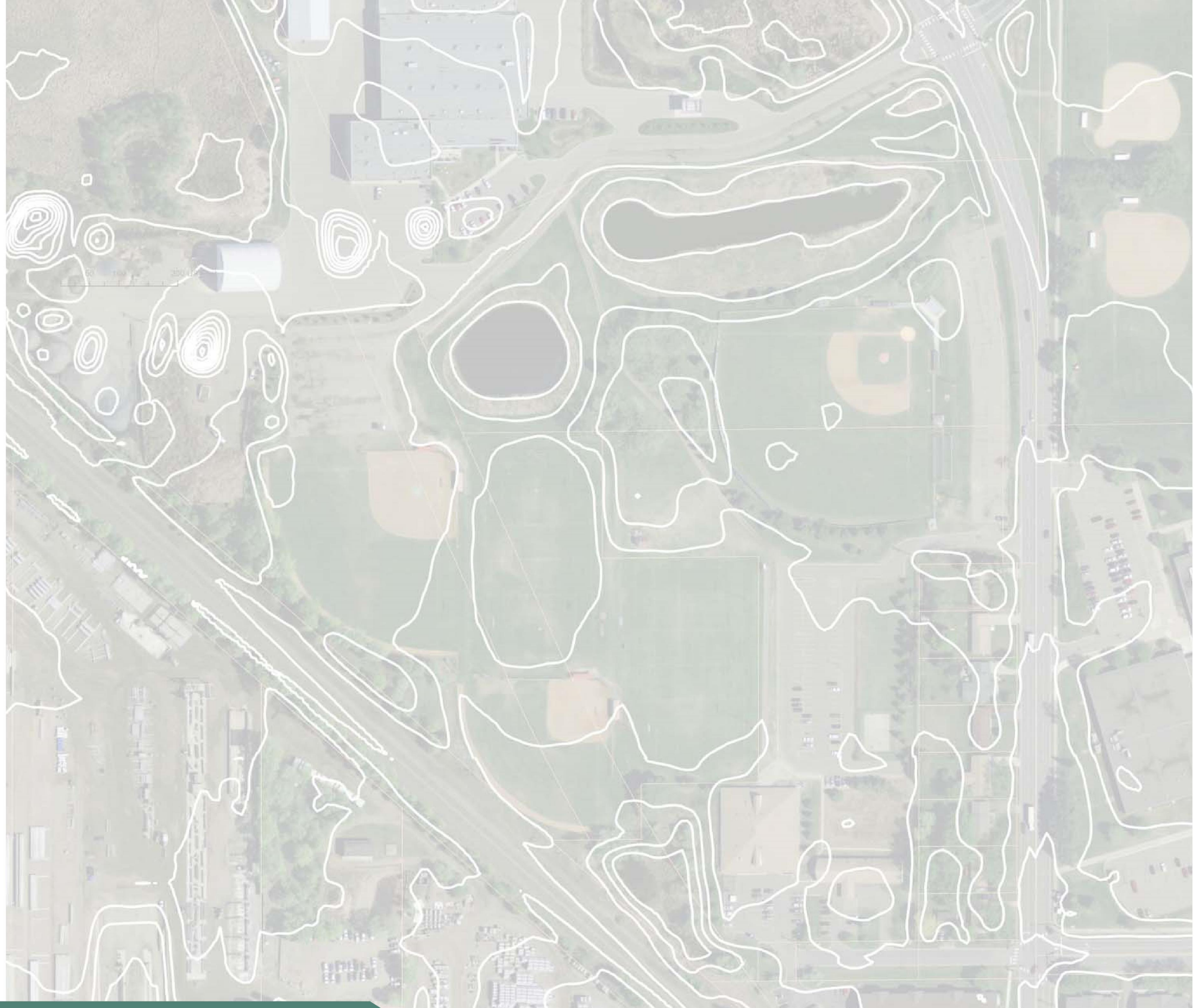
Soft Costs: \$165,000

10% Contingency: \$180,000

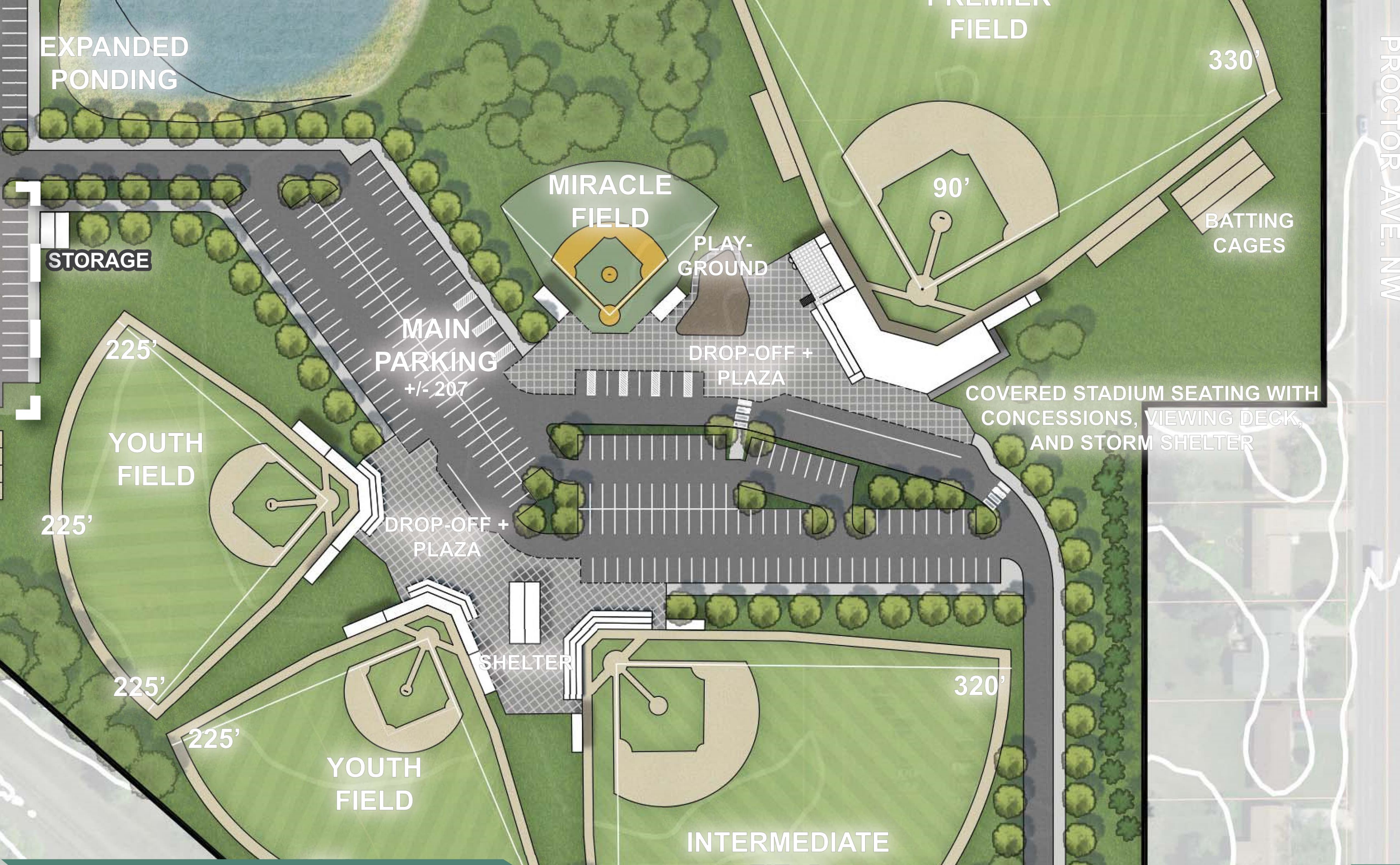
Oak Knoll Athletic Complex

- Creates a destination baseball complex for players of all ages and abilities anchored by a revamped, realigned, and improved premier ballfield









PROCTOR AVE. NW

Oak Knoll Athletic Complex

- Anticipates the removal/relocation of Ivan Sand and the Education Technology Center
- Reconfigures access to Proctor Road and School Street, and creates a connection between the two entries
- New parking to support expanded ballfield program
- Plazas/shelters/gathering spaces to support ballfield programs

Oak Knoll Athletic Complex

- New, re-oriented full size (90' basepath) ballfield with grandstand seating
- Adds miracle field and inclusive playground
- Creation of two dedicated youth (60' basepath) baseball fields with grass infields
- Creation of a dedicated intermediate (70-80' basepaths) baseball field with grass infield

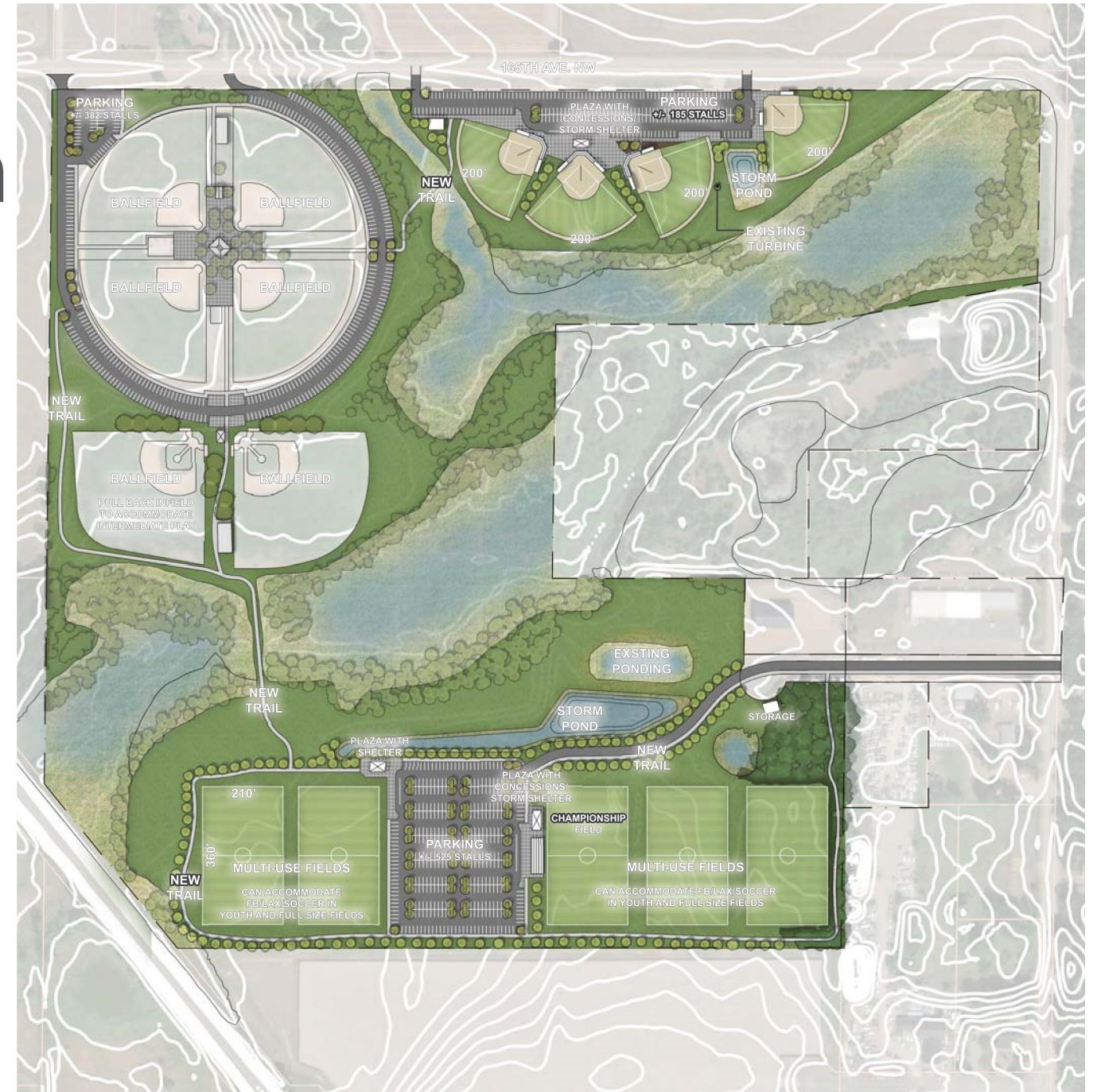
Oak Knoll Athletic Complex

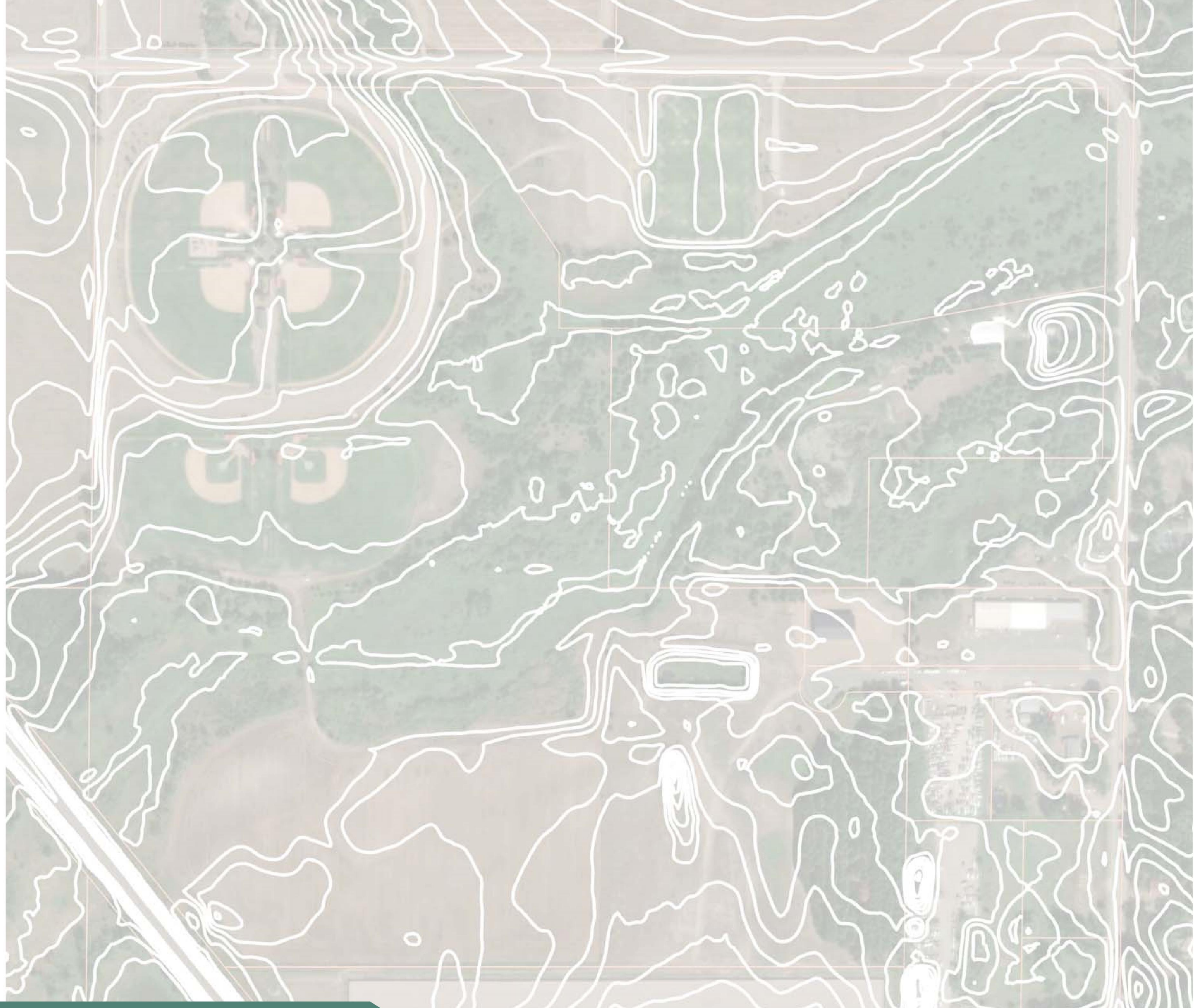
All costs are planning level to help the City budget based on contractor pricing. Additional design will further refine the costs. Costs may change based on inflation, labor & material costs, permitting, timing, and other factors.

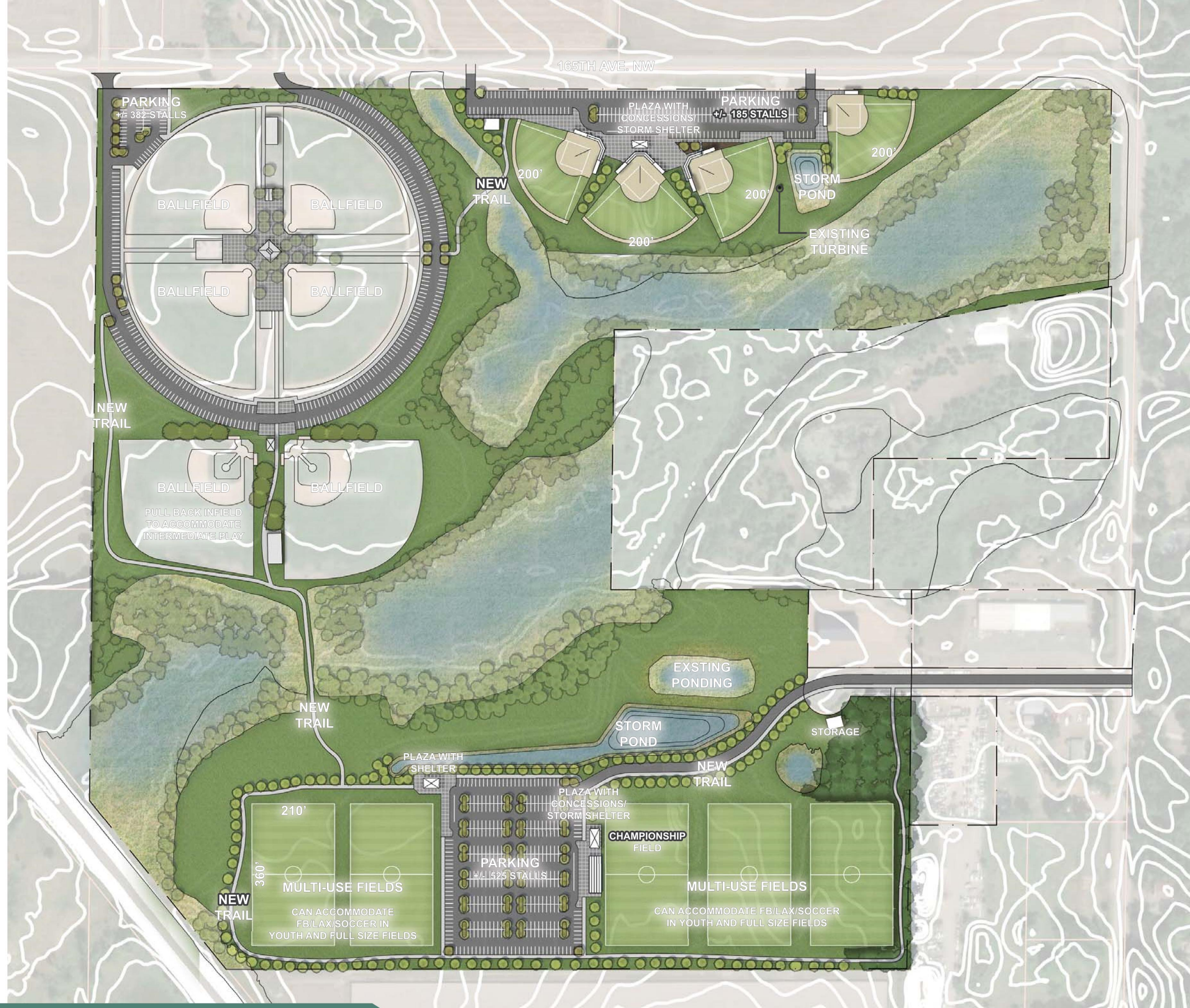
Project Cost:	\$17,645,000	
Premier Field:	\$3,125,000	<i>includes turf option</i>
Miracle Field and playground:	\$1,070,000	
Other fields:	\$1,410,000	
Parking and roads:	\$3,800,000	
Trails and plazas:	\$1,210,000	
Other costs:	\$2,175,000	
Soft Costs:	\$1,915,000	
20% Contingency:	\$2,940,000	

Plants and Things Recreation Complex

- Expansion and reconfiguration create dedicated homes for each youth sport user while also providing the flexibility to host larger tournaments











Plants and Things Recreation Complex

- Relocates softball from DAAC and creates a 4 field dedicated complex with youth sized fields
- Softball tournaments could incorporate the existing pinwheel for an 8 field schedule
- Creates a new rectangle field destination that can accommodate football, lacrosse, and soccer with up to 5 full sized fields or many youth sized layouts

Plants and Things Recreation Complex

- Creates showcase opportunities for Plants and Things at plaza areas in each of the three areas
- Parking to accommodate extensive field use
- Each sport area would have concessions/restroom/storm shelter

Plants and Things Recreation Complex

- Existing ballfields would have parking paved
- The smaller 90' field would have infield grass pulled back to accommodate intermediate play
- New trails incorporated into the park

Plants and Things Recreation Complex

All costs are planning level to help the City budget based on contractor pricing. Additional design will further refine the costs. Costs may change based on inflation, labor & material costs, permitting, timing, and other factors.

Northwest Area Project Cost:	\$3,800,000
Parking and Roads:	\$1,650,000
Trails and Plazas:	\$1,030,000
Other Costs:	\$325,000
Soft Costs:	\$300,000
15% Contingency:	\$495,000

Plants and Things Recreation Complex

All costs are planning level to help the City budget based on contractor pricing. Additional design will further refine the costs. Costs may change based on inflation, labor & material costs, permitting, timing, and other factors.

Softball Area Project Cost:	\$8,785,000
Fields:	\$1,750,000
Parking and Roads:	\$1,660,000
Trails and Plazas:	\$1,265,000
Other Costs:	\$1,440,000
Soft Costs:	\$915,000
25% Contingency:	\$1,755,000

Plants and Things Recreation Complex

All costs are planning level to help the City budget based on contractor pricing. Additional design will further refine the costs. Costs may change based on inflation, labor & material costs, permitting, timing, and other factors.

Rectangle Fields Project Cost: \$15,550,000

Fields:	\$1,940,000
Parking and Roads:	\$3,945,000
Trails and Plazas:	\$2,075,000
Other Costs:	\$2,860,000
Soft Costs:	\$1,620,000
25% Contingency:	\$3,110,000

Plants and Things Recreation Complex

All costs are planning level to help the City budget based on contractor pricing. Additional design will further refine the costs. Costs may change based on inflation, labor & material costs, permitting, timing, and other factors.

Project Cost:	\$28,135,000
Northwest Section (wheel):	\$3,800,000
Softball:	\$8,785,000
South Section (rectangles):	\$15,550,000



Phasing

Minor investment in safety netting at DAAC

1 - Rectangle fields at YAC

(Allows for removal of existing YAC and OKAC fields)

2 - Softball Fields at YAC

(Allows for removal of DAAC fields and add grass at OKAC)

3 - Baseball Complex at OKAC

(Keep DAAC fields for baseball capacity while under construction? ISD timing?)

4 - Removal of Softball Fields at DAAC

(Could happen earlier with coordination: use of ISD/LJW fields, adult softball)

Potential Variables:

- Other projects (parks & development)
- Budget
- Coordination with ISD
- Fairgrounds

Utilization Study Findings

- Expansion for growing population and to add capacity/resiliency
- Preference for improved user (player and spectator) experience
- Desire for tournament capabilities
- Safety/Functionality concerns at DAAC (short term)

Tournament Capacity in One Location

Sport	Existing	Proposed	Notes
Youth Baseball (60')	4	8	DAAC or PTRC today, PTRC Proposed
Intermediate Baseball (75')	4	5	DAAC or PTRC today, PTRC Proposed
Full Sized Baseball (90')	2	2	PTAC for both, ISD adds capacity if OKAC
Fast Pitch Softball	4	8	DAAC or PTRC today, PTRC Proposed
Slow Pitch Softball	4	4	DAAC or PTRC today, PTRC Proposed
Rectangle Fields (FB/Lacrosse/Soccer)	2	5	OKAC today, PTRC Proposed

Utilization Study Findings

In the next 10-15 years:

- 3-4 60' ballfields with 200-225' fences
 - +1 60' baseball field
 - +2 60' softball fields
- 1-2 75' ballfields
 - +1 capacity, 1 more enhanced
- 1-2 90' ballfields
 - +0, but enhanced facilities
- 4 rectangle fields
 - +3, plus increased flexibility



Request for Action

To
Parks and Recreation Commission

Item Number
6.2

Meeting Date
July 10, 2024

Prepared By
Joe Stremcha, Business Services Director/Assistant
City Administrator

Item Description
Rivers Edge Commons Seating

Reviewed by
Joe Stremcha
Cal Portner

Action Requested

Staff will provide an overview of the River's Edge Commons Seating Project and Renovation Schedule.

Background/Discussion

This park was constructed in 2007 and expanded in 2017. Most of the stone seating has significant deterioration due to erosion. Staff contacted the architects of the park, HKGi, to research and recommend options to replace the stone. City Council discussed River's Edge Commons Seating during a Work Session on March 4, 2024. HKGi President, Paul Paige, developed options and presented them in greater detail during that meeting. City Council will consider replacing the seating with a concrete block solution and improving site drainage next month.

River's Edge Commons Renovation Planned Tasks and Schedule:

- Develop bid set with staff to incorporate scope of work and confirm alternates in early July.
- Review the final bid set with staff at the end of July.
- Seek authorization to bid from City Council on August 5.
- Advertise for bid from August 6 to August 27 (Target bid opening on August 27).
- Project award at City Council meeting on September 3.
- Process agreement with the apparent lowest bidding contractor and issue notice to proceed around September 4.
- Construction will begin on September 16 with a completion date no later than May 31, 2025.

Financial Impact

The City Council plans to leverage funding sources that will not impact the Park Improvement or Park Dedication Fund balances.

Mission/Policy/Goal

Meet changing needs - Agile.

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity



Attachments

I. at 2 2024 elk river commons stone PLAN I.30.24

OPTION 1: REPLACE WITH NEW LIMESTONE

- 1. REPLACE UN-DESIRED STONE WITH NEW IMPORTED STONE.
- 2. INSTALL STONE WITH DRAINAGE ROCK AND OPTIONAL DRAIN TILE BEHIND AND CLEAR UNDER. SEE DETAIL.
- 3. STOCKPILE WEATHERED STONE REMOVED FOR EXPORT OR RE-PURPOSE AS SHORELINE RIP RAP.
- 4. REVIEW DRAINAGE BEHIND ALL EXISTING STONE RELATIVE TO THE ORIGINAL PLANS THAT SHOWS DRAINAGE ROCK WRAPPED IN FABRIC BEHIND ALL BLOCKS WITH A MAX OF 1" TOPSOIL. REMOVE ANY EXCESS TOPSOIL AND REPLACE WITH DRAINAGE ROCK.

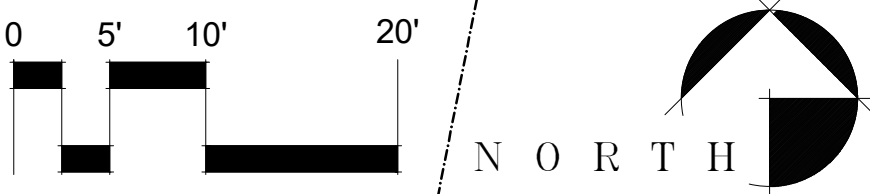
OPTION 2 : REPLACE WITH CONCRETE LARGE BLOCK

- 1. REPLACE UN-DESIRED STONE WITH CONCRETE LARGE BLOCK.
- 2. INSTALL BLOCK ACCORDING TO MANUFACTURE RECOMMENDATIONS.
- 3. STOCKPILE WEATHERED STONE REMOVED FOR EXPORT OR RE-PURPOSE AS SHORELINE RIP RAP.
- 4. REVIEW DRAINAGE BEHIND ALL EXISTING STONE RELATIVE TO THE ORIGINAL PLANS THAT SHOWS DRAINAGE ROCK WRAPPED IN FABRIC BEHIND ALL BLOCKS WITH A MAX OF 1" TOPSOIL. REMOVE ANY EXCESS TOPSOIL AND REPLACE WITH DRAINAGE ROCK.

STONE KEY
2006 STONE LEFT IN PLACE
PHASE 1 STONE INSTALLS
PHASE 2 STONE INSTALLS

INSPECT STONE
(GREEN)

MAIN SEATING AREA
(PURPLE)



STONE IMPROVEMENT PLAN 1.30.24



Request for Action

To
Parks and Recreation Commission

Item Number
6.3

Meeting Date
July 10, 2024

Prepared By
Joe Stremcha, Business Services Director/Assistant
City Administrator

Item Description
Disc Golf

Reviewed by
Joe Stremcha
Cal Portner

Action Requested

Discuss scheduling a site tour and Work Session to discuss potential amenities for inclusion on a desired disc golf course.

Background/Discussion

Staff researched the feasibility of utilizing Camp Cozy for a future disc golf course. This Camp Cozy is implementing a Wildlife Restoration Plan in partnership with the Friends of the Mississippi River and any proposed disc golf course at this location will conflict with that restoration project. Camp Cozy is not a viable site for a disc golf course due to the grants obtained for the wildlife restoration plan limiting development in the area. Staff recommends proceeding with scheduling a site tour of the remaining viable sites of Meadowvale Heights Park and Burr Oak Park to weight the pros and cons of each location.

Financial Impact
None.

Mission/Policy/Goal
Work with citizens to achieve goals.

Attachments

1. Meadowvale Heights Park A
2. Meadowvale Heights Park B
3. Meadowvale Heights Park - MNTPO Map
4. Burr Oak Park
5. Burr Oak Park - MNTPO Map

The Elk River Vision

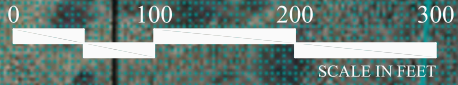
A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity







- Property Line
- Easement Line
- Setback Line
- Wetland Line
- No Build Area





75-00921-0105

75-00694-0070

75-00835-0105

75-00694-0070



CITY OF ELK RIVER

Acres: 25.90

Value: \$391,500

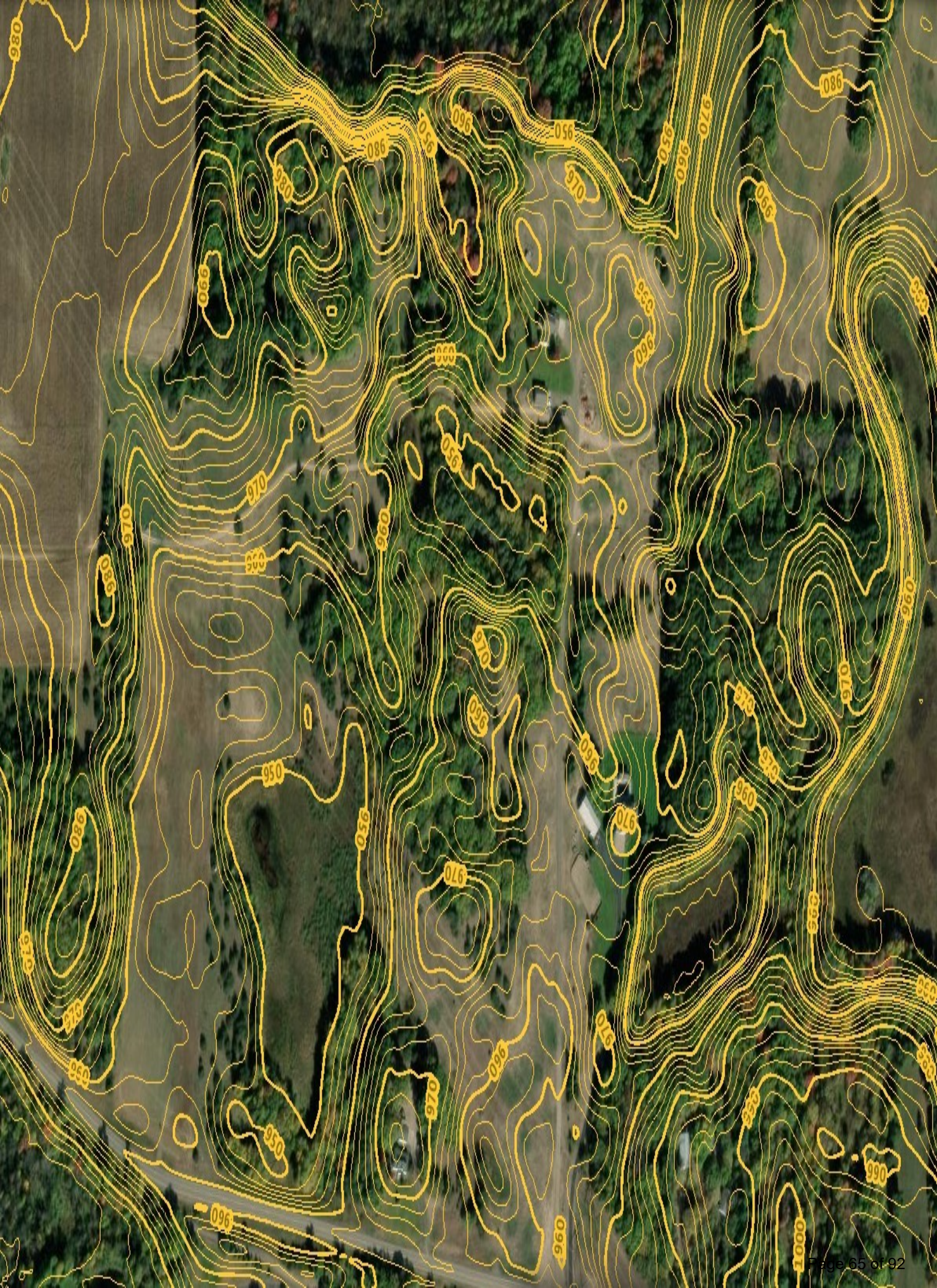
View: [Parcel Report](#) | [Pictometry Imagery](#) | [Tax Distribution](#) | [Google Maps](#)

75-00835-0110

75-00921-0110

214th Lane

75-00108-4301





Request for Action

To
Parks and Recreation Commission

Item Number
7.1

Meeting Date
July 10, 2024

Prepared By
Joe Stremcha, Business Services Director/Assistant
City Administrator

Item Description
GNRT Grant Application

Reviewed by
Joe Stremcha
Cal Portner

Action Requested
Approve, by motion, the Great Northern Regional Trail grant application as presented.

Background/Discussion
The commission discussed priorities to be included in the Great Northern Regional Trail grant application during their Work Session on June 12, 2024. Sherburne County Parks Director Gina Hugo will present revisions made to the grant application based on the commission's input.

Financial Impact
If awarded for the grant, CIP funding in 2027 will be necessary based on the projects included in the grant application.

Mission/Policy/Goal
Help, not hinder citizen quality of life

- Attachments**
1. 20240710_Great Northern Regional Trail PPT ER P_R Commission
 2. 2024 GNRT project_budget_7032024 (002)

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity



Great Northern Regional Trail

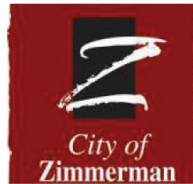
Partnership Overview & Legacy Grant Proposal



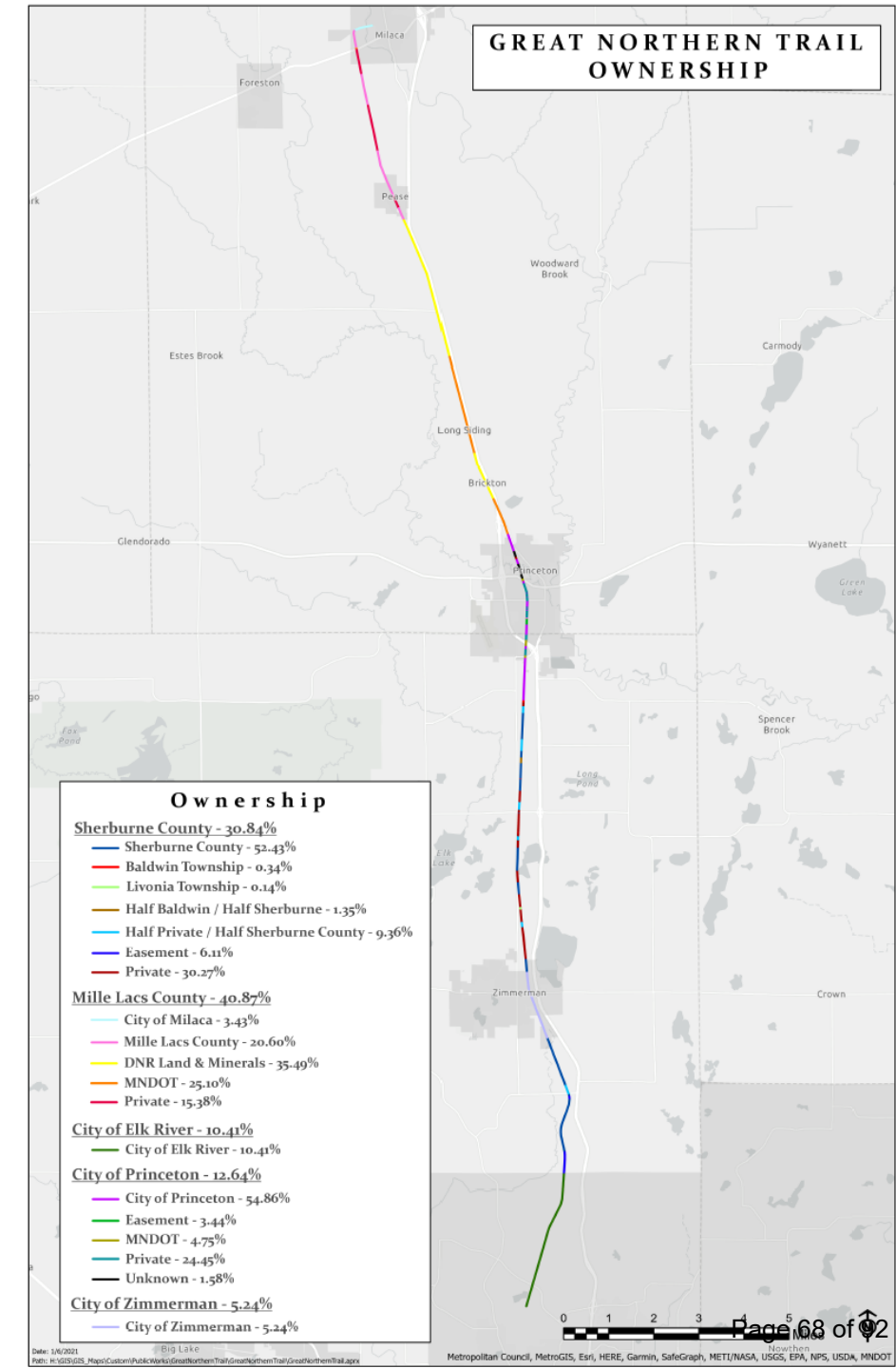
Great Northern Regional Trail Partnership



- Shared Amenity
- 5 Agencies
- Multiple Stakeholders



Partnership Committee Members



Great Northern Regional Trail Partnership MOU

- Established in 2020
 - Master Plan
 - Pursue Regional Designation
- Updated in 2023
 - Grant funding
 - Support implementation of Master Plan
 - Recommendations
 - Regulatory consistency
 - Maintenance standards
 - Guidelines for trail closures
 - Equitable cost participation
 - Easements/Fee title

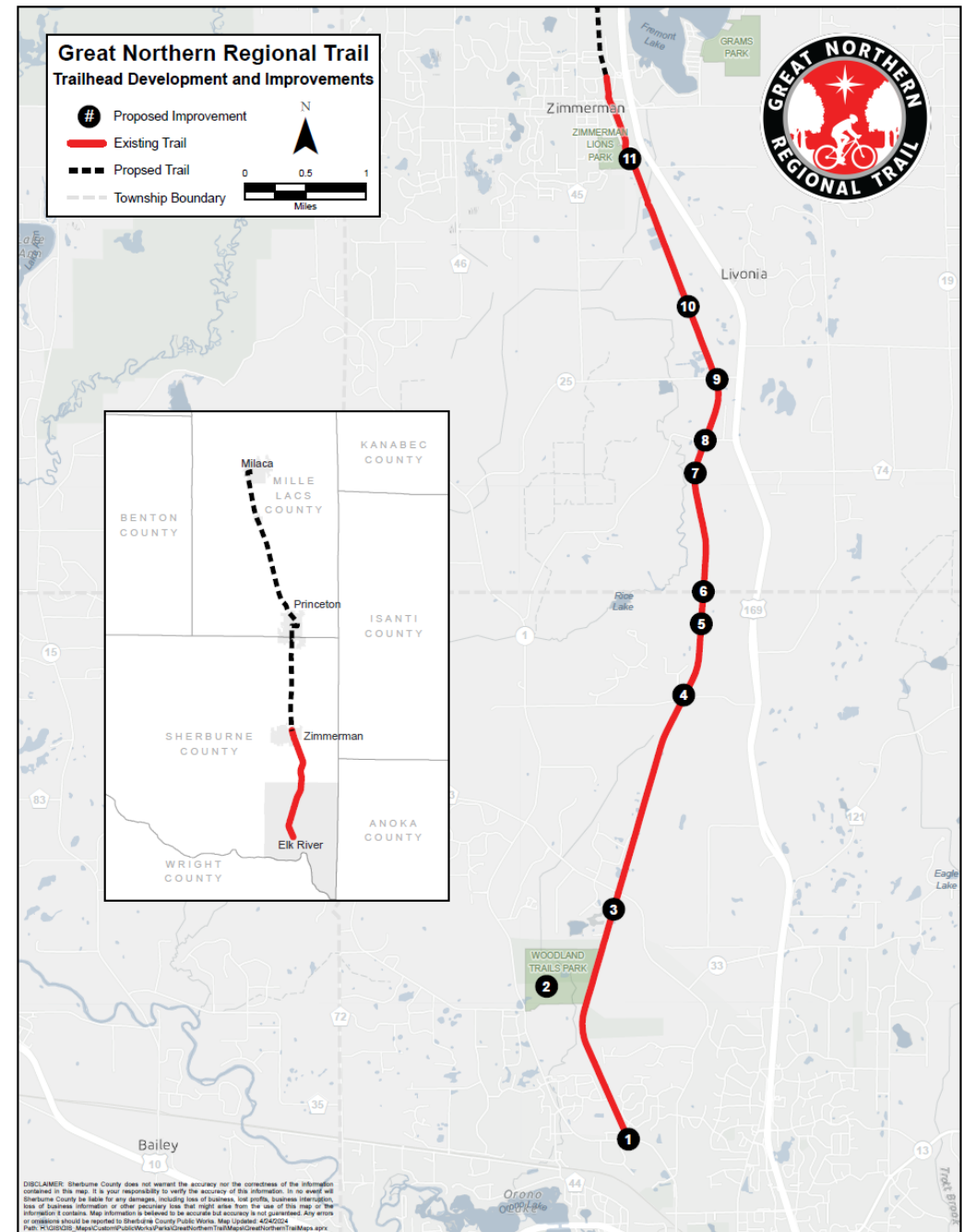


The Great Northern Trail Master Plan

CONTACT :
parks@co.sherburne.mn.us
763-765-3300
August 2022

2024 Legacy Grant Proposal

- **12 Features**
 - Refine Branding
 - Trailhead Features
 - Interpretive Opportunities
 - Trailside Amenities
- **2025-26 Design**
- **2027 Construction**



As provided via email from Joe Stremcha: The following are items to prioritize for the grant application and we can take action on at our next meeting on July 10:

** \$10,000 - 2 Bike repair stations – installed (one near woodlands parking lot and one near meadowvale school – suggest alternate location or hold on CSAH 1 and Meadowvale – add one at Meadowvale in future with trailhead development).

1 trail head sign as Watson \$35K – hold on CSAH 1 as a trailhead facility grant proposal for future.

~~** \$12,500 - Water fixture for refilling waterbottles, users, dogs near Meadowvale school. (wait on meadowvale location) Wait until trailhead facility. Keep in near b~~

** \$104,500 - parking lot expansion near Meadowvale school – speak with Dave? Watson makes more sense. Parcel for sale by daycare. Suggest as a future grant request with Watson as a short-term parking lot. Wait – but include in RFP for the design of this project: public engagement to explore southern trailhead options, develop concept design and develop cost estimate for southern trail head.

Add Watson Parking – useful in short and long term.
If funding is available, alternative project:

** \$12,000 - 4 Park Benches woodlands along the GNRT within the park – within vicinity of where pave trails come out to the GNRT, Watson, 221st. Jeff will get locations to me this afternoon. With concrete pads. along the trail and placed in shaded areas – wait on benches.

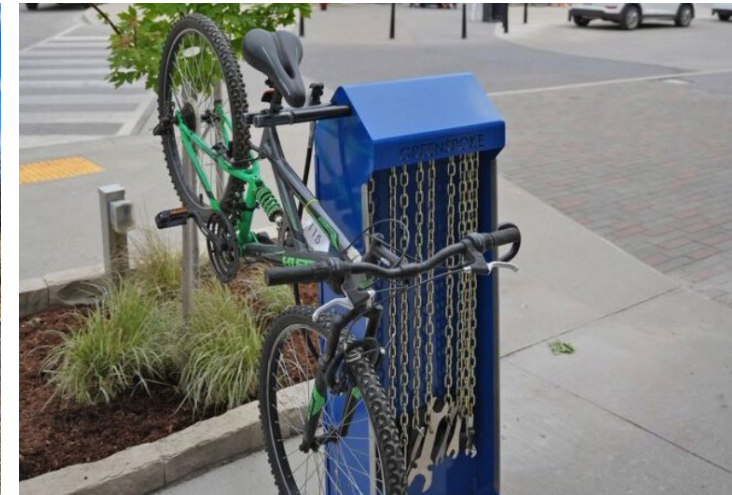


Feature 1 – South End Near Meadowvale School



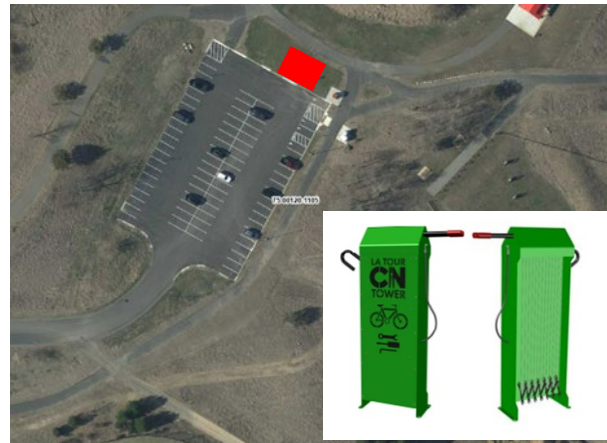
Design & Construct:

- Bike Repair Station



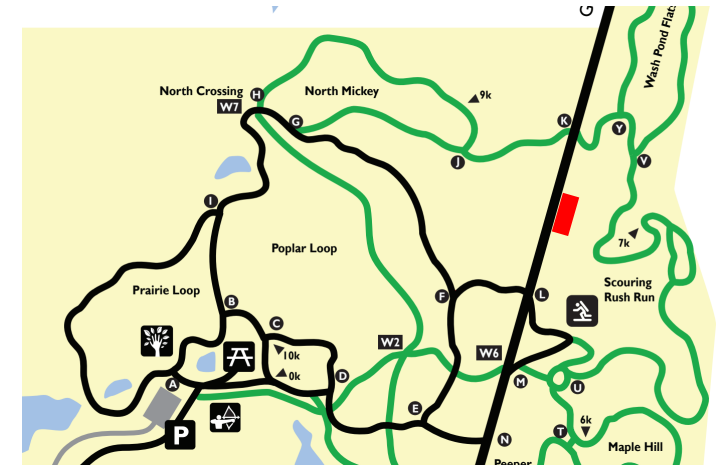


Feature 2 – Woodland Trails Regional Park



Design & Construct

- Bike Repair Station
- Bench with concrete pad

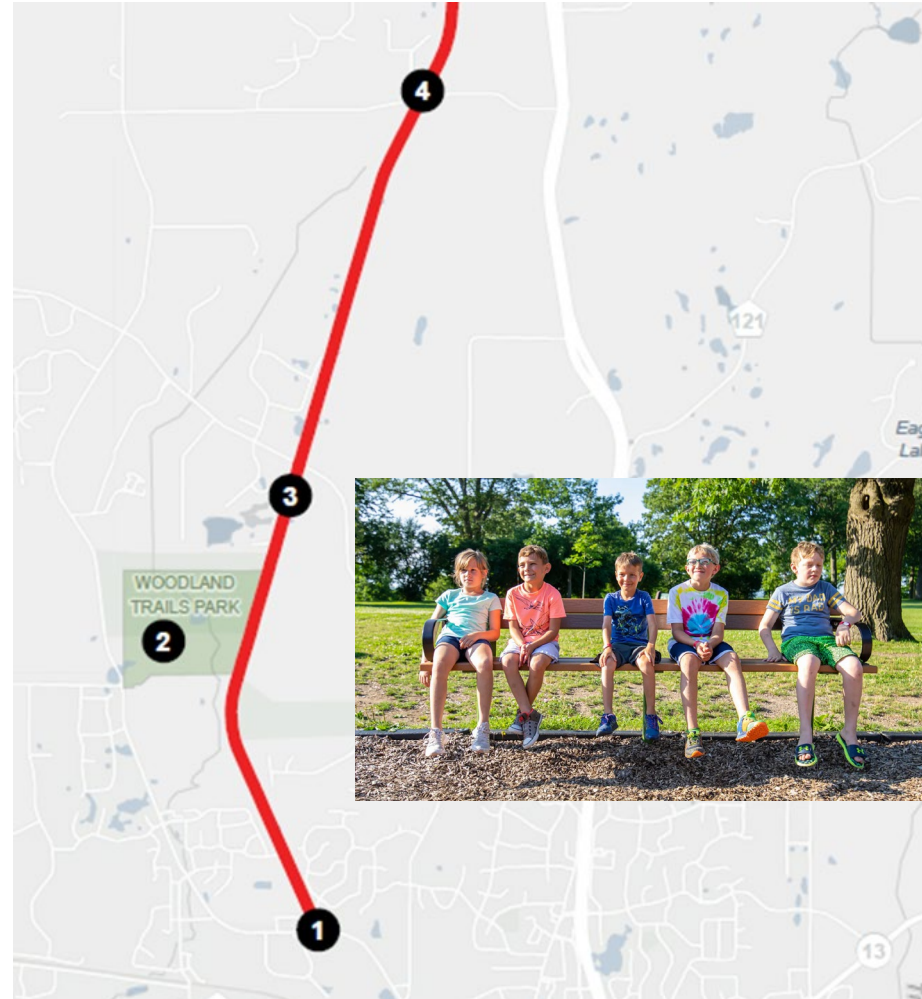




Feature 3 – CR 33 & Watson

Design & Construct

- Portable Screen with concrete pad
- Bench with concrete pad

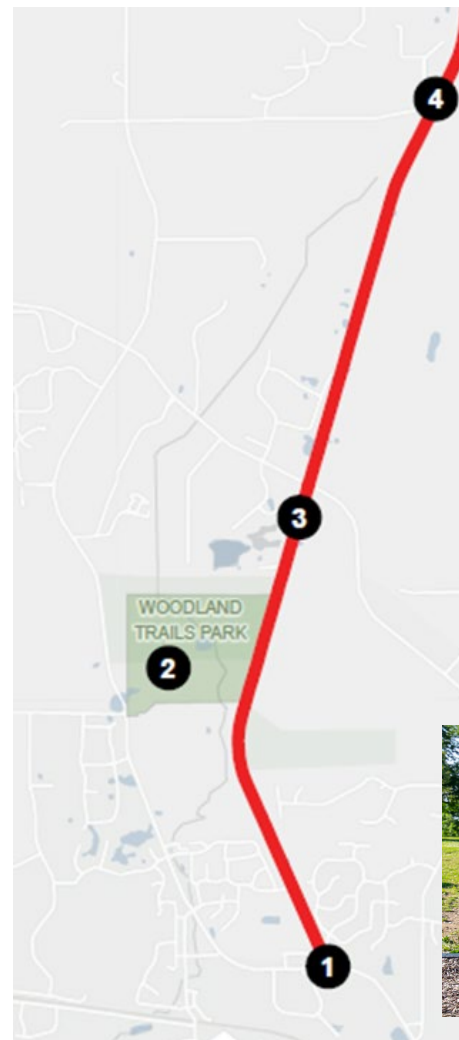




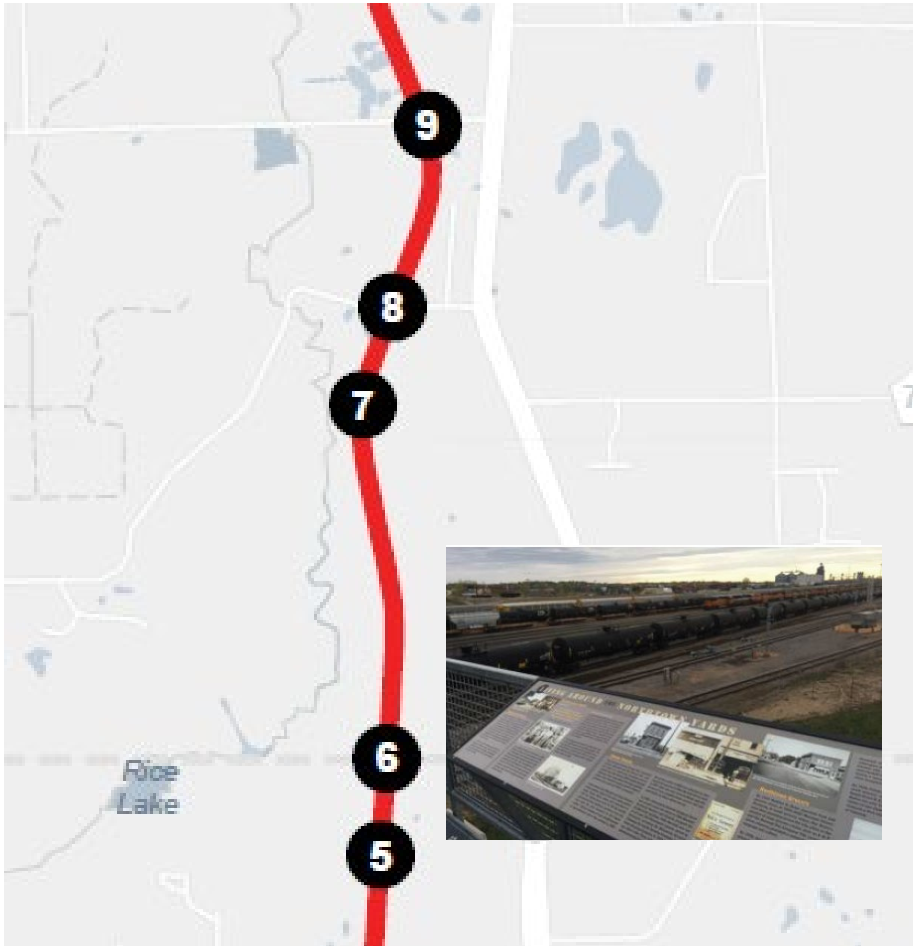
Feature 4 – 221st Ave Parking Lot

Design & Construct:

- GNRT Trailhead Sign
 - Map
 - Information
- Hi-viz - ADA Width Limiter Gates
- Bench with concrete pad



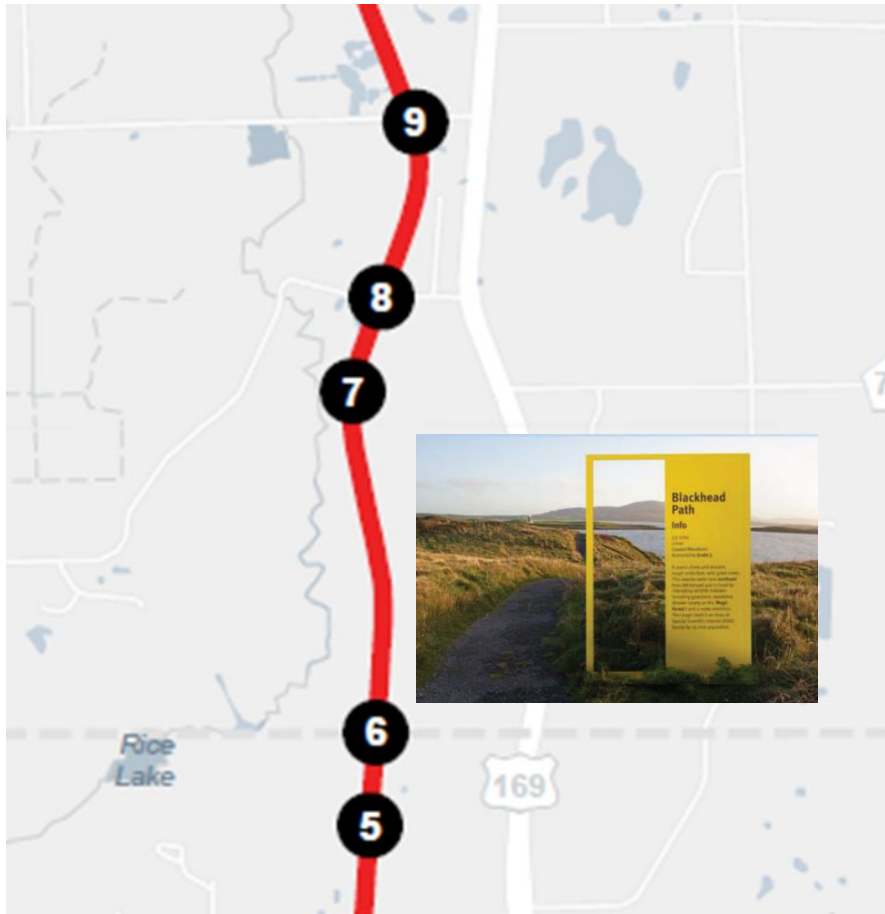
Feature 5 – North of 221st



Design & Construct:

- Interpretive Panel - *Landfill*

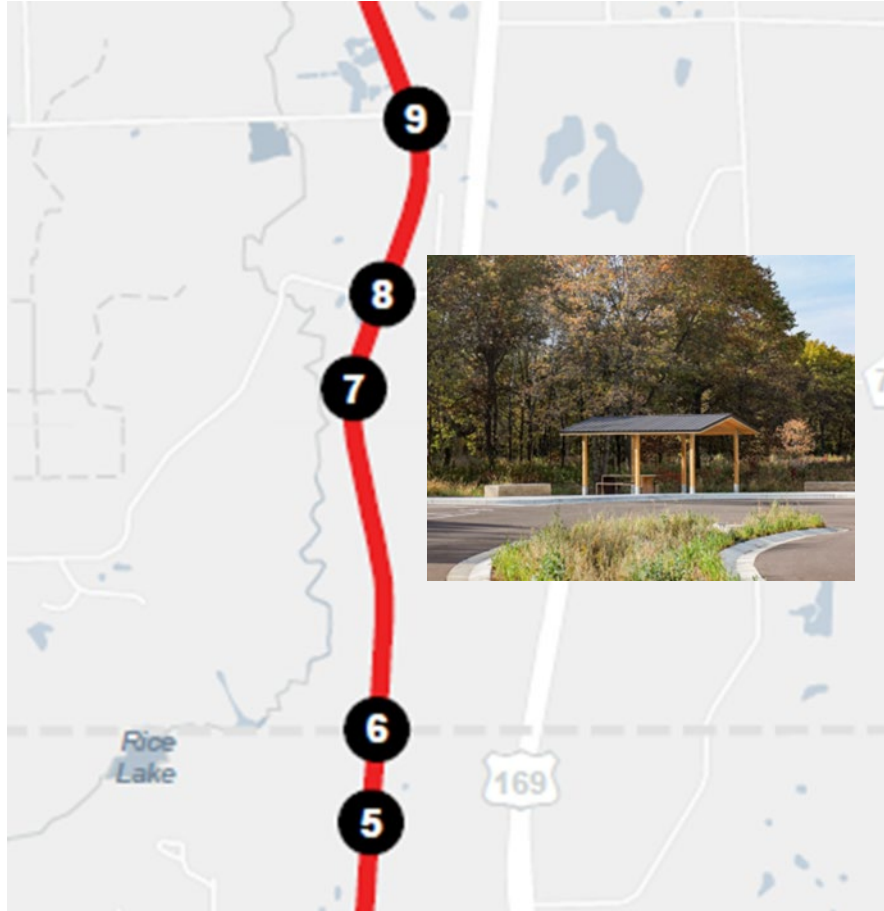
Feature 6 – 4 ¾ Mile Marker



Design & Construct:

- Interpretive Sign - *Tamarack Bog*

Feature 7 – North of the Overlook

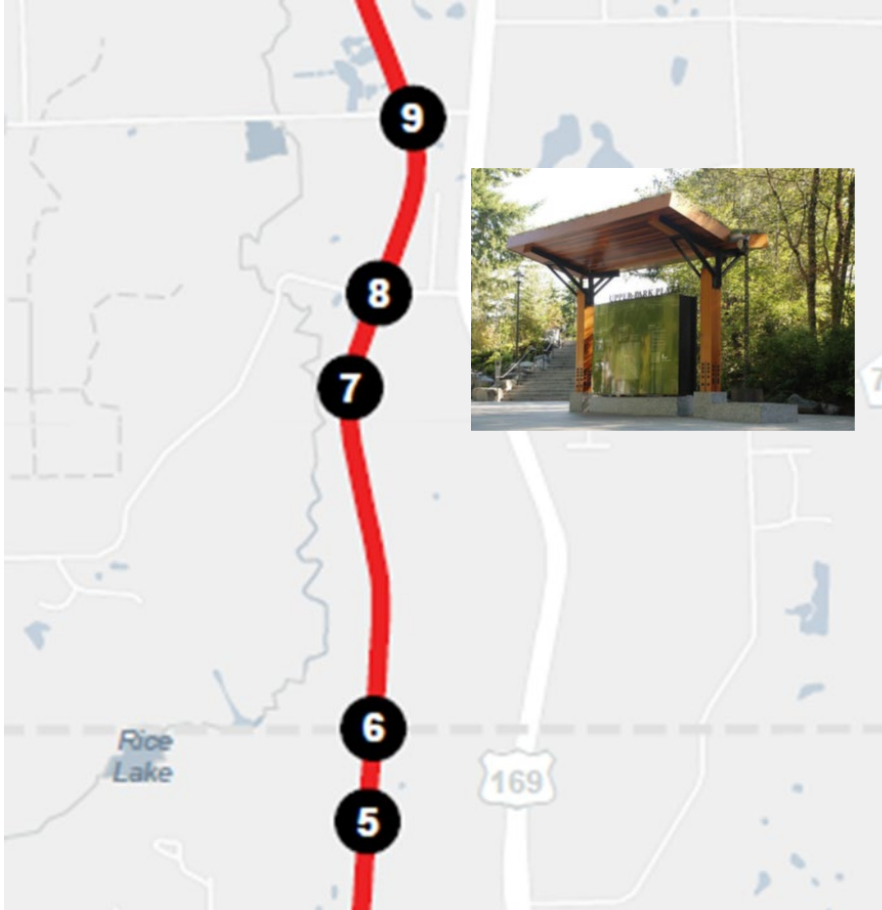


Design & Construct

- Shade Structure
- Picnic Table
- Trash Receptacle



Feature 8 – 239th Avenue

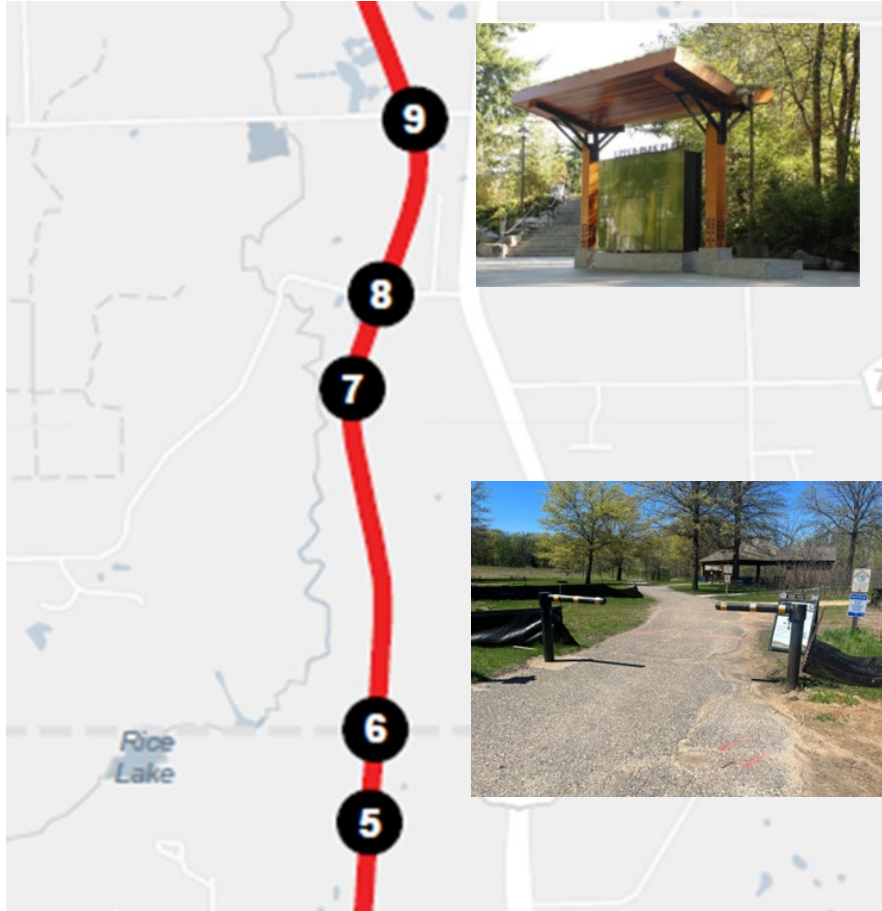


Design & Construct:

- GNRT Trailhead Sign
- Map
- Information
- ADA Width Limiter



Feature 9 – CSAH 25 Parking Lot

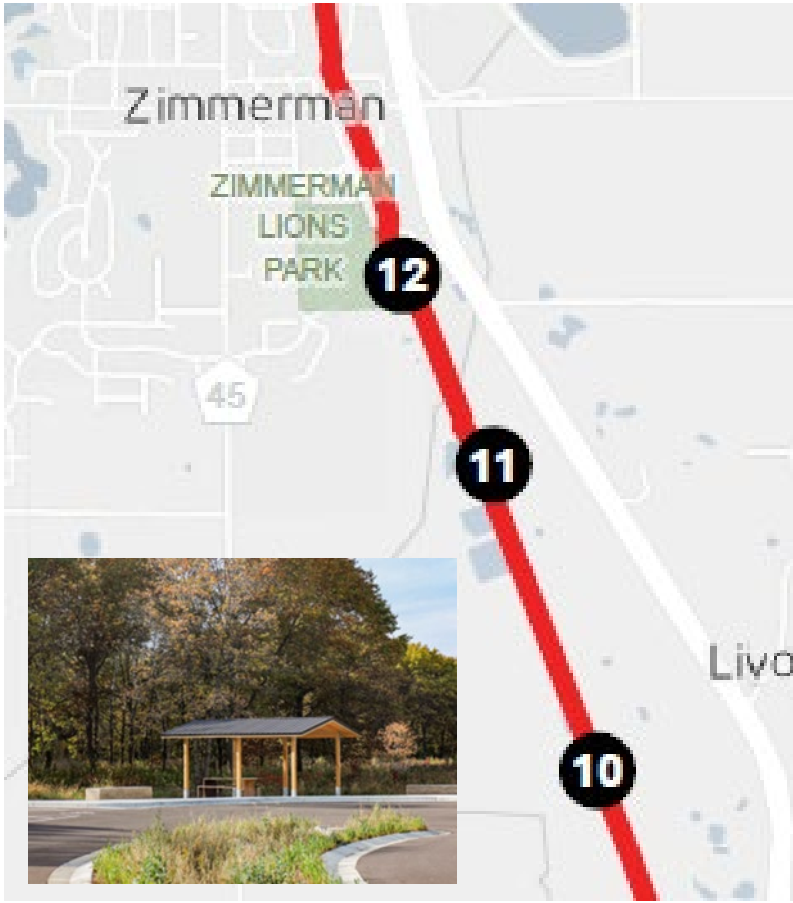


Design & Construct:

- GNRT Trailhead Sign
- ADA Width Limiters
- Portable Screen
- Benches

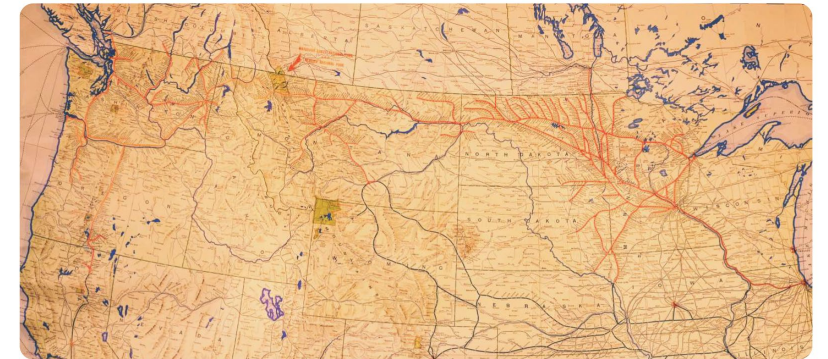


Feature 10 – South of Zimmerman

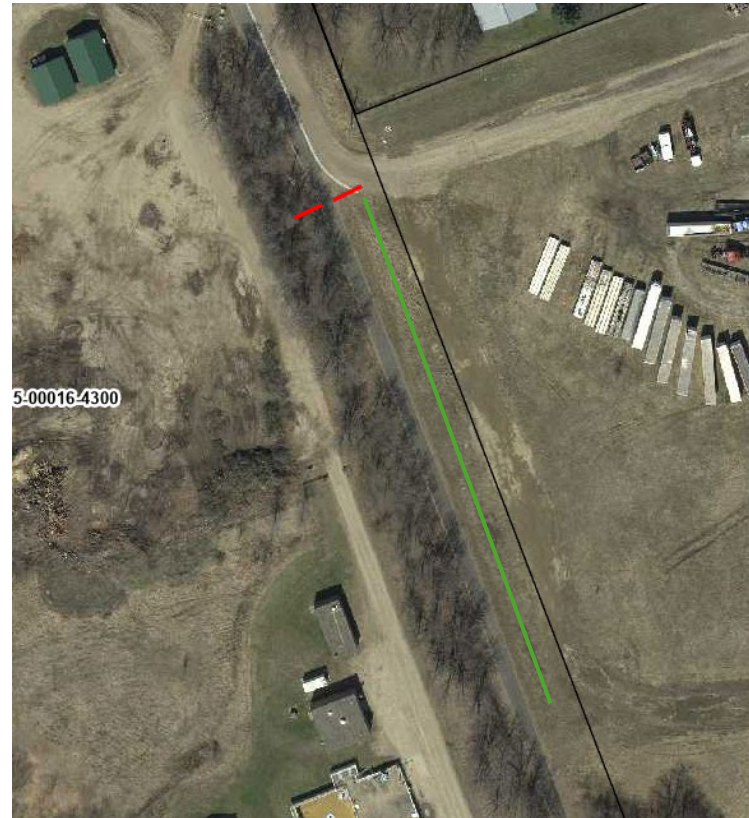
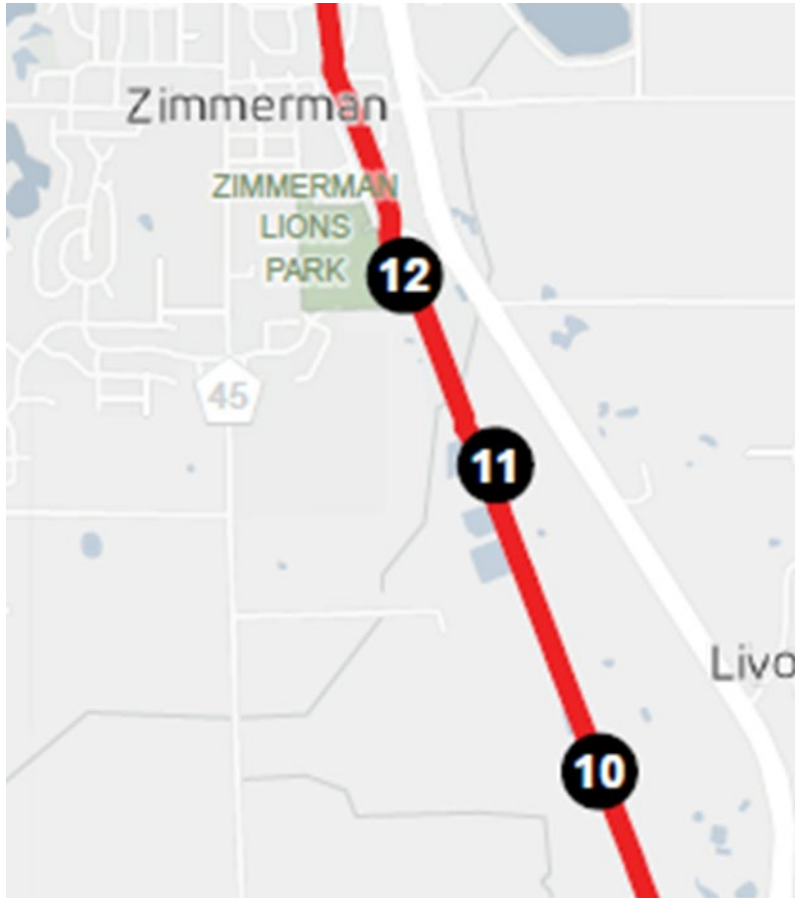


Design & Construct

- Shade Structure
- Picnic Table
- Interpretive Feature
- Trash Receptacle



Feature 11 – South of Compost Site



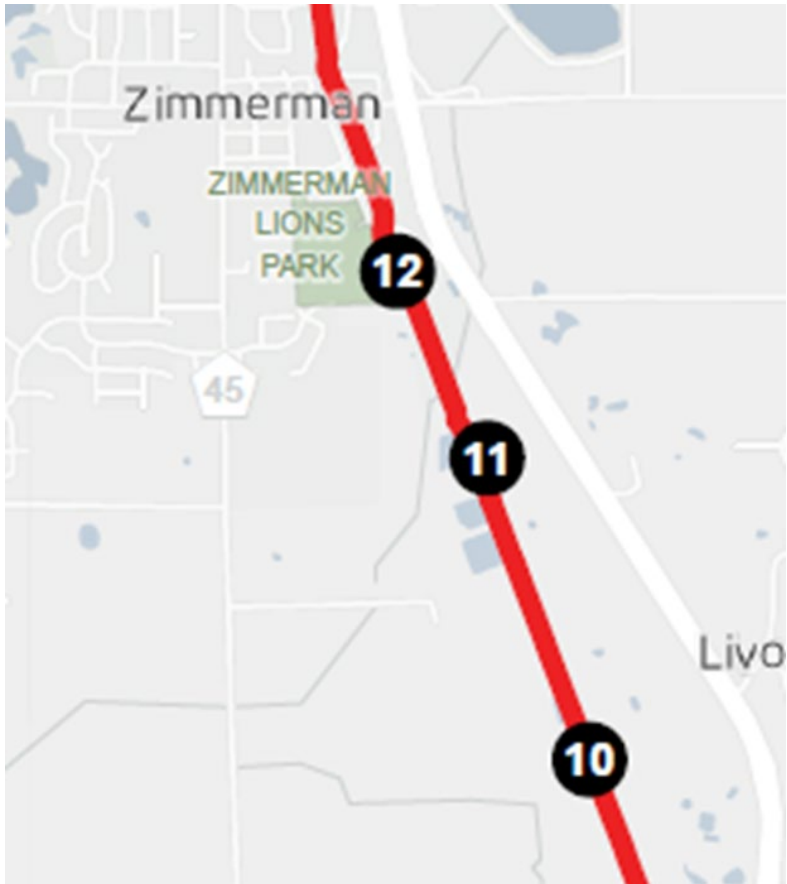
Design & Install

- Living 515' Screen
- ADA Width Limiter





Feature 12 – Zimmerman Park & Ride



Project Budget



Great Northern Regional Trail				24-006F
Sherburne County				
Reference	Eligible Item Details	Quantity	Unit Cost/Item	Total Cost
A	Mobilization	1	35,000.00	35,000.00
B	Initial Grading/removal (SY)	3500	25.00	87,500.00
C	Retaining Wall (SF)	200	80.00	16,000.00
D	Paving (SY)	3500	45.00	157,500.00
E	Grading, seeding (acre units)	1	500.00	500.00
F	Branded Trailhead signs	4	35,000.00	140,000.00
G	Bike Repair Station	2	4,500.00	9,000.00
H	Shade Structure/Rain Shelter	3	35,000.00	105,000.00
I	Portable Toilet Screens Fence(LF) w/ concrete pad	3	6,500.00	19,500.00
J	EV-Charging	1	19,000.00	19,000.00
K	E-Bike Charging	4	2,500.00	10,000.00
L	Water Filling Station	1	10,000.00	10,000.00
M	Picnic Tables	4	2,500.00	10,000.00
N	LED Solar Lighting	3	15,000.00	45,000.00
O	Tree Planting	60	500.00	30,000.00
P	Native Planting (1-gallon pots)	500	25.00	12,500.00
Q	Interpretive Panels	2	2,500.00	5,000.00
R	Waste Receptacle	4	500.00	2,000.00
S	ADA Width Limiter Gate	8	750.00	6,000.00
T	Benches with concrete pad	4	3,000.00	12,000.00
	Subtotal			731,500.00

		GMRPTC	Local Match
Construction Total	\$731,500		
Design/Eng/Const. Admin	\$146,300		
Soft Cost Total	\$146,300		
Total Project Cost	\$877,800	\$702,240	\$175,560



Cost Participation, Features 1-4

Elk River Project Components	Quantity	Cost/Unit	Total Cost	Percent Construction Cost	Match Amount	Eng./Design/Const.Admin.	Soft Costs	Total Out of Pocket
1/3 Mobilization	0.3333	35,000	\$11,666.67					
Trailhead Sign at 221st	1	35,000	\$35,000.00					
Bike Repair Station	2	4,500	\$9,000.00					
Portable Toilet Screen LF	1	6,500	\$6,500.00					
Benches with concrete pad	3	3,000	\$9,000.00					
ADA Width Limiter Gates	2	750	\$1,500.00					
			\$72,666.67	0.099339257	\$17,440.00	Grant funded	\$14,533.33	\$31,973.33



Cost Participation, Features 5-11

Sherburne County Project Components	Quantity	Cost/Unit	Total Cost	Percent Construction Cost	Match Amount	Eng./Design/Const.Admin.	Soft Costs	Total Out of Pocket
1/3 Mobilization	0.3333	35,000	\$11,666.67					
Trailhead Sign	2	35,000	\$70,000.00					
Shade Structure	2	35,000	\$70,000.00					
Picnic Tables	2	2,500	\$5,000.00					
Waste Receptacle	2	500	\$1,000.00					
Portable Toilet Screen Fence (LF)	1	6,500	\$6,500.00					
Interpretive Panels (Tamarack, GNRR)	2	2,500	\$5,000.00					
ADA Width Limiter Gates	6	750	\$4,500.00					
			\$173,666.67	0.237411711	\$41,680.00	Grant funded	\$34,733.33	\$76,413.33



Cost Participation, Feature 12

Zimmerman Project Components	Quantity	Cost/Unit	Total Cost	Percent Construction Cost	Match Amount	Eng./Design/Const.Admin.	Soft Costs	Total Out of Pocket
1/3 Mobilization	0.3333	35,000	\$11,666.67					
Initial Grading/removal (SY)	3500	25	\$87,500.00					
Retaining Wall (SF)	200	80	\$16,000.00					
Paving (SY)	3500	45	\$157,500.00					
Grading, seeding (acre units)	1	500	\$500.00					
Trailhead Sign	1	35000	\$35,000.00					
Portable Toilet Screen Fence (LF)	1	6,500	\$6,500.00					
Shade Structure	1	35,000	\$35,000.00					
EV-Charging	1	19,000.00	\$19,000.00					
E-Bike Charging	4	2,500.00	\$10,000.00					
Water Filling Station	1	10,000.00	\$10,000.00					
Picnic Tables	2	2,500.00	\$5,000.00					
Waste Receptacles	2	500.00	\$1,000.00					
LED Solar Lighting	3	15,000.00	\$45,000.00					
Tree Planting	60	500.00	\$30,000.00					
Native Planting (1-gallon pots)	500	25.00	\$12,500.00					
Bench	1	3,000.00	\$3,000.00					
			\$485,166.67	0.663249032	\$116,440.00	Grant funded	\$97,033.33	\$213,473.33

Great Northern Regional Trail				24-006F			4/12/2024
Sherburne County							
Reference	Eligible Item Details	Quantity	Unit Cost/Item	Total Cost			
A	Mobilization	1	35,000.00	35,000.00			
B	Initial Grading/removal (SY)	3500	25.00	87,500.00			
C	Retaining Wall (SF)	200	80.00	16,000.00			
D	Paving (SY)	3500	45.00	157,500.00			
E	Grading, seeding (acre units)	1	500.00	500.00			
F	Branded Trailhead signs	4	35,000.00	140,000.00			
G	Bike Repair Station	2	4,500.00	9,000.00			
H	Shade Structure/Rain Shelter	3	35,000.00	105,000.00			
I	Portable Toilet Screens Fence(LF) w/ concrete pad	3	6,500.00	19,500.00			
J	EV-Charging	1	19,000.00	19,000.00			
K	E-Bike Charging	4	2,500.00	10,000.00			
L	Water Filling Station	1	10,000.00	10,000.00			
M	Picnic Tables	4	2,500.00	10,000.00			
N	LED Solar Lighting	3	15,000.00	45,000.00			
O	Tree Planting	60	500.00	30,000.00			
P	Native Planting (1-gallon pots)	500	25.00	12,500.00			
Q	Interpretive Panels	2	2,500.00	5,000.00			
R	Waste Receptacle	4	500.00	2,000.00			
S	ADA Width Limiter Gate	8	750.00	6,000.00			
T	Benches with concrete pad	4	3,000.00	12,000.00			
	Subtotal			731,500.00			
				0			
Construction Total				731,500.00			
	Design/Engineering/Const. Admin.			146300			
Soft Cost Total				146300			
					GMRPTC	Local Match	
Total Project				877800	702240	175560	
Total Percentage					0.8	0.2	
Non Eligible Expenses Item Details							
				0			
				0			
Non-Eligible Total				0			
Grand Total				877800			

This scenario proposes splitting the local match equitably between participating partners according to the percent project cost in each jurisdiction

10% of the project cost is eligible for cost share for engineering and design. The "soft costs" are not.

Total Project Cost	\$877,800
Design/Engineering Cost	\$146,300
Soft Costs (eligible grant expense)	\$146,300
Local Match Total	\$175,560
Grant Request	\$702,240

Elk River Project Components	Quantity	Cost/Unit	Total Cost	Percent Construction Cost	Match Amount	Eng./Design/Const.Admin.	Soft Costs	Total Out of Pocket
1/3 Mobilization	0.3333	35,000	\$11,666.67					
Trailhead Sign at 221st	1	35,000	\$35,000.00					
Bike Repair Station	2	4,500	\$9,000.00					
Portable Toilet Screen LF	1	6,500	\$6,500.00					
Benches with concrete pad	3	3,000	\$9,000.00					
ADA Width Limiter Gates	2	750	\$1,500.00					
			\$72,666.67	0.099339257	\$17,440.00	Grant funded	\$14,533.33	\$31,973.33

Sherburne County Project Components	Quantity	Cost/Unit	Total Cost	Percent Construction Cost	Match Amount	Eng./Design/Const.Admin.	Soft Costs	Total Out of Pocket
1/3 Mobilization	0.3333	35,000	\$11,666.67					
Trailhead Sign	2	35,000	\$70,000.00					
Shade Structure	2	35,000	\$70,000.00					
Picnic Tables	2	2,500	\$5,000.00					
Waste Receptacle	2	500	\$1,000.00					
Portable Toilet Screen Fence (LF)	1	6,500	\$6,500.00					
Interpretive Panels (Tamarack, GNRRI)	2	2,500	\$5,000.00					
ADA Width Limiter Gates	6	750	\$4,500.00					
			\$173,666.67	0.237411711	\$41,680.00	Grant funded	\$34,733.33	\$76,413.33

Zimmerman Project Components	Quantity	Cost/Unit	Total Cost	Percent Construction Cost	Match Amount	Eng./Design/Const.Admin.	Soft Costs	Total Out of Pocket
1/3 Mobilization	0.3333	35,000	\$11,666.67					
Initial Grading/removal (SY)	3500	25	\$87,500.00					
Retaining Wall (SF)	200	80	\$16,000.00					
Paving (SY)	3500	45	\$157,500.00					
Grading, seeding (acre units)	1	500	\$500.00					
Trailhead Sign	1	35000	\$35,000.00					
Portable Toilet Screen Fence (LF)	1	6,500	\$6,500.00					
Shade Structure	1	35,000	\$35,000.00					
EV-Charging	1	19,000.00	\$19,000.00					
E-Bike Charging	4	2,500.00	\$10,000.00					
Water Filling Station	1	10,000.00	\$10,000.00					
Picnic Tables	2	2,500.00	\$5,000.00					
Waste Receptacles	2	500.00	\$1,000.00					
LED Solar Lighting	3	15,000.00	\$45,000.00					
Tree Planting	60	500.00	\$30,000.00					
Native Planting (1-gallon pots)	500	25.00	\$12,500.00					
Bench	1	3,000.00	\$3,000.00					
			\$485,166.67	0.663249032	\$116,440.00	Grant funded	\$97,033.33	\$213,473.33

Total Construction Expense \$781,500.00

This scenario proposes splitting the local match equitably between participating partners according to the percent project cost in each jurisdiction

10% of the project cost is eligible for cost share for engineering and design. The "soft costs" are not.

Total Project Cost
Design/Engineering Cost
Soft Costs (eligible grant expense)
Local Match Total
Grant Request

Elk River Project Components	Quantity	Cost/Unit	Total Cost	Percent Construction Cost	Match Amount	Eng./Design/Const.Admin.	Soft Costs	Total Out of Pocket
Grading (CY)	20	60	\$1,200.00					
Aggregate Base (CY)	62	65	\$4,030.00					
Paving (Ton)	62	145	\$8,990.00					
Signage, striping, and seeding (LS)	1	780	\$780.00					
			\$15,000.00		0	\$0.00 Grant funded	\$0.00	\$0.00

Sherburne County Project Components	Quantity	Cost/Unit	Total Cost	Percent Construction Cost	Match Amount	Eng./Design/Const.Admin.	Soft Costs	Total Out of Pocket
			\$0.00		0	\$0.00 Grant funded	\$0.00	\$0.00

Zimmerman Project Components	Quantity	Cost/Unit	Total Cost	Percent Construction Cost	Match Amount	Eng./Design/Const.Admin.	Soft Costs	Total Out of Pocket
			\$0.00		0	\$0.00 Grant funded	\$0.00	\$0.00

Total Construction Expense \$15,000.00



Memorandum

Item: 8

To: Parks and Recreation Commission

From: Parks and Recreation Manager Jeff Shelby

Date: June 12, 2024

Subject: Parks and Recreation Staff Report

This report is a monthly highlight of department activities related to recent collaborations, strategic planning, staff changes/developments, and park operations.

July 4 Fireworks Show

The forecast for Independence Day predicted rain and thunderstorms in the evening. As a result, staff decided to postpone our planned fireworks display to July 27 for Elk RiverFest. More details about the fireworks display will be provided closer to Elk RiverFest!

The city postponed the July 4 fireworks show, prior to their scheduled delivery. The city incurs significant rescheduling expenses when the fireworks are delivered and unable to be launched as planned. The city would be required to provide 24-hour police coverage by guarding these explosives until they can be safely launched or picked up over the weekend. Those expenses can quickly climb to \$10,000 with no guarantees of a successful launch due to weather.

Alternatively, the city will incur a few hundred dollars in fees by postponing the fireworks to Elk River Fest prior to our receipt of these fireworks. The city recognizes the significance of Independence Day, but staff postponed these fireworks as responsible stewards of taxpayer dollars.

Lion John Weicht Park Playground

The ribbon cutting for the new playground at Lion John Weicht Park was held on Wednesday, June 26. We are all so grateful to the vision and leadership of Mayors Dietz and Council, Parks and Recreation Commissioners along with the city staff that executed their shared mission of providing an opportunity to live, work, and play.

Park and Recreation Commissioner Vacancy Filled

Welcome Melissa Fremoyle to the Parks and Recreation Commission. Melissa is a current volunteer with Special Olympics, Allina Hospice and serves as the Board Chair of the ERACC. She works here in Elk River as the Director of Human Resources for Metal Craft.

Summer Programing

Fall Breakaway Registration is now open, and Sunshine Explorers Summer Day Camp is currently at capacity. All 70 spots are full, and we began a wait list.

Scout Island

Scout Island was designated by City Council as undeveloped park land. At an earlier COVE inspection, James Bedell (DNR), noticed the old concrete pipes/culverts (see pic), used as a bridge to Scout Island. The DNR has instructed the city to remove them. They are not allowed in public waters as they impede water flow which creates a greater accumulation of algae and debris. Staff are soliciting bids to remove them and restore the area as best possible to its prior condition.

Meadow Park

City Council held a Closed Session on July 1 to discuss a letter of interest regarding the purchase of Meadow Park. Staff are proceeding with negotiating the sale of this property based on the direction provided by the City Council. The property is identified as surplus property within the Parks and Recreation Master Plan. Initiative #1 Improve existing parks and facilities - Recommendation #2: Focus resources by eliminating duplicated and underutilized park facilities with poor access.

- Baldwin
- North Terrace
- Meadow
- Elk Hills Green Space
- Property south of Ridgewood on 191 ½ Avenue (75-432-0101)

Senior Center

Currently we have 536 members. We had a great turn out at our concert on Friday, May 31 with several positive comments from the members. Our next big event is a Wildlife Show on Monday, June 17. Sustainable Safari will bring several different animals and give a detailed natural history for each animal. Staff partnered with the Rum River Art Center and obtained a grant to support offering a free acrylic painting class (4-week long course).

Summer Programing

Fall Breakaway Registration is now open, and Sunshine Explorers Summer Day Camp is currently at capacity. All 70 spots are full, and we began a wait list.

Farmers Market

Farmers Market continues to show great attendance. The first Senior Day be on July 11. Additionally, the Power of Produce program kicks off on July 11 for kids ages 3-12 and will run through August 29. Kids receive a \$2 token for fresh fruits and vegetables.

Farmers Market

The beginners trail construction is set to start the week of July 15. Communications will help advertise for volunteers via social media and the website. Signage is being made for helmet use, trail conditions, and volunteers needed that will be going up at Hillside.

Senior Activity Center

Currently we are at 544 members and have approximately 70 visitors that check in every day. Our next large event is Patriotic Music with Jenni Thyng on Friday, July 12. Sandy Borders appeared before City Council during open forum on June 17. She offered an apology for her behavior at the Senior Activity Center upon receiving a 30-day suspension. Her suspension was revoked following her sincere public apology.