

Chair:
Marie Hinton

Committee Members:
Jill Anderson
Paul Beggin
Dan Dietz
Mark Kelliher
Micah Kiernan
Suzanne McGaugh
Timothy Nelson
Kristine Poelzer
Vacant
Vacant
Vacant

Council Liaison:
Steve Scott



**Parks, Trails, and Recreation
Committee
March 15, 2022
6:30 p.m.
City Hall**

Address:
1245 W Highway 96
Arden Hills MN 55112

Phone:
651-792-7800

Website:
www.cityofardenhills.org

City Vision

Arden Hills is a strong community that values its unique environmental setting, strong residential neighborhoods, vital business community, well-maintained infrastructure, fiscal soundness, and our long-standing tradition as a desirable City in which to live, work, and play.

THIS MEETING CAN BE ACCESSED REMOTELY BY JOINING VIA ZOOM

To join the Zoom Meeting, click this link (or copy and paste it into a new browser):

<https://us02web.zoom.us/j/87430201188>

Agenda

CALL TO ORDER

1. APPROVAL OF AGENDA

2. APPROVAL OF MINUTES

2.A. 2-15-2022 PTRC Minutes

Documents:

[DRAFT 02-15-22-PTRC MINUTES.PDF](#)

3. UNFINISHED BUSINESS

3.A. Trail Projects Update Memo

Documents:

[TRAIL PROJECTS UPDATE.PDF](#)

3.B. 2022 Parks, Trails And Recreation Committee Work Plan

Documents:

[2022 PARKS, TRAILS AND RECREATION COMMITTEE WORK PLAN.PDF](#)

[PRTC 2022 WORK PLAN DRAFT.PDF](#)

[PARKS TRAILS AND RECREATION PRESENTATION SLIDES.PDF](#)

4. NEW BUSINESS

4.A. New Member Appointment

Documents:

[NEW MEMBER APPOINTMENT MEMO.PDF](#)

5. REPORTS

6. NEXT MEETING

6.A. Tuesday, April 19, 2022

ADJOURN

A quorum of the City Council may be present at this meeting.



DRAFT

**CITY OF ARDEN HILLS
PARKS, TRAILS AND RECREATION COMMITTEE MEETING
TUESDAY, FEBRUARY 15, 2022, 6:30 PM
ARDEN HILLS CITY HALL**

CALL MEETING TO ORDER

Chair Marie Hinton called the February 15, 2022 meeting of the Parks, Trails, and Recreation Committee to order at 6:30 p.m.

MEMBERS PRESENT VIA ZOOM: Chair Marie Hinton, Committee Members Micah Kiernan, Kristine Poelzer, Tim Nelson, Dan Dietz, Paul Beggin, and Council Liaison Steve Scott

OTHERS PRESENT: Staff Liaison Joe Vaughan, Public Works Director/City Engineer David Swearingen and Assistant Public Works Director Lucas Miller

ABSENT: Committee Members Suzanne McGaugh, Jill Anderson

1. APPROVAL OF AGENDA

The agenda was approved by the Committee.

2. APPROVAL OF MINUTES

A. January 19, 2022 PTRC Minutes

The Committee approved the minutes.

3. UNFINISHED BUSINESS

A. Trail Projects Update

Public Works Director/City Engineer Swearingen said the City Council approved plans and specs for the Snelling Avenue North project that has a ten-foot trail on the west side. Bids will be collected on March 9. The Trail Feasibility Update was also approved for a proposed trail along Old Highway 10 from Lake Valentine Road to County Road 96. The City isn't committed to constructing the trail but this gives the City a good position for funding opportunities.

Public Works Director/City Engineer Swearingen stated the City is applying for bond funding for the Mounds View High School trail improvements. A consultant is also applying for a Safe Routes to School grant. This trail is from the high school to Lake Valentine Road to Old Highway 10/Old Snelling, and south to County Road E2.

Public Works Director/City Engineer Swearingen said Ramsey County is holding a virtual meeting on March 1 about the Lake Johanna Boulevard trail study. There was a previous open house style meeting in the fall that was well attended. The zoom link for the March meeting is on the County web site, and can be accessed through the City website.

B. 2022 Parks, Trails and Recreation Committee Work Plan

Staff Liaison Vaughan said he would like Committee to finalize the work plan; what direction and areas they'd like to focus on with some specific goals such as what parks they'd like to focus on for buckthorn or general clean up, what trails need maintenance, etc. If anyone had things to add to the draft or things they'd like to take out they could discuss.

Chair Hinton asked if anyone had comments on the Purpose and Mission shown on the draft Work Plan.

Council Liaison Scott suggested changing the first sentence to say "live, work, or play".

Committee Member Beggin stated that the City Vision says "live, work, and play" so it would be good to keep that language for consistency.

Chair Hinton asked for comments on the Ongoing and As Needed section.

Committee Member Poelzer discussed item 3.

Committee Member Beggin said initially that item was so if they heard about grant opportunities they would let the City Council know and possibly contribute to the writing of grants, but they were never actually involved.

Council Liaison Scott thought it went back to a former PTRC coordinator who wrote a lot of grants. He suggested leaving the item to give them more flexibility.

Committee Member Poelzer said she would like to review grants and be given the opportunity to make suggestions.

Committee Member Dietz asked where the money goes that is available for trees from business development agreements.

Council Liaison Scott said she thought the money went into the general fund but was earmarked for trees.

Committee Member Dietz noted the Mayor had asked the Committee for input on where to put trees. He thought that should be on the work plan.

Council Liaison Scott added that landscaping or other uses wouldn't be appropriate for this money.

Public Works Director/City Engineer Swearingen thought there was over \$100,000 in the tree fund. There will also be a buddy tree program discussed by the City Council for trees to be planted next to trees with emerald ash borer. They have a list of suggested trees to plant, and have been looking at getting more mature trees.

Chair Hinton briefly reviewed the possible priorities list.

After discussion it was decided that Tree Placement replace Hazelnut Garden Cleanup on the Park Priority list.

Committee Member Poelzer suggested they add a small dog section to Perry Park.

Committee Member Dietz said they need to recruit volunteers to help with buckthorn and Earth Day cleanups.

Committee Member Poelzer stated that she has volunteer recruitment experience and would be able to come up with a plan proposal.

Committee Member Beggin said he would like to know how much money has been donated from the Arden Hills Foundation for benches, and would like to see a better system set up for organizing the placement of them.

Committee Member Nelson discussed the addition of a trail from the Elmer Anderson trail to Mounds View High School, even if it wasn't a paved trail.

Committee Member Beggin said he thought that trail was a Ramsey County project.

After discussion Item 6a would be revised to include sledding hills at all parks.

Committee Member Poelzer suggested 6g also mention senior recreation classes, and multi-age opportunities.

Staff Liaison Vaughan mentioned that he gets requests in the summer for volleyball equipment but they have to be aware of irrigation systems in the parks and where stakes are being put.

Committee Member Poelzer thought geocaching might draw in middle and high school students.

Staff Liaison Vaughan said he looked into geocaching and it is a pretty involved process. To make it official and get put on a map there are a lot of steps to go through. If there are committee members willing to help they could explore it.

Chair Hinton and Committee Member Poelzer said they would be willing to work on geocaching.

Chair Hinton reviewed the Community Partnership Goals. She wondered if they could have students be committee ambassadors.

Committee Member Poelzer requested to add a magician to the list of community events.

Committee Member Beggin said he could check on a magician, and he would like to see music in the parks, in partnership with the schools and colleges.

Staff Liaison Vaughan said he contacted the Mounds View High School choir director about music in the parks, he was told spring and summer were difficult to schedule but it could be a possibility for future years.

Committee Member Beggin said once they get on the calendar they could possibly make it an annual event as part of the music program.

Council Liaison Scott said the National Guard has a band that may be willing to perform.

Chair Hinton said she would like to add a tree outreach to the Community Partnership list to see where people would like to see extra green and shade.

Committee Member Dietz suggested that committee members identify where they live and reach out to the community in their areas.

Public Works Director/City Engineer Swearingen said there is a tree inventory map of the ash trees within the city. He isn't aware of a tree canopy map but he can look for one.

Public Works Director/City Engineer Swearingen noted they will revise the work plan for their next meeting and it can be brought to the City Council work session the following week.

4. NEW BUSINESS

Committee Member Poelzer asked if they could show on the agenda page when each committee member's term is up.

Committee Member Beggin said they should also note which term the member is on.

5. REPORTS

None

6. NEXT MEETING

The next PTRC Committee meeting is scheduled for Tuesday, March 15, 2022.

ADJOURNMENT

The meeting adjourned at 7:44 p.m.



DATE: March 15, 2022
TO: Parks, Trails and Recreation Committee
FROM: David Swearingen, Public Works Director
SUBJECT: Trail Projects Update

Background

This item is on the agenda for the purpose of open discussion and to allow for any updates from Committee members and City Staff regarding the ongoing trail projects in Arden Hills. Projects include Snelling Avenue South trail, Mounds View High School trail, and the Lake Johanna Boulevard trail.



DATE: March 15, 2022

TO: Parks, Trails and Recreation Committee

FROM: Marie Hinton, Parks, Trails and Recreation Committee Chair

SUBJECT: 2022 Parks, Trails, & Recreation Committee Work Plan

Requested Action

Finalize goals and work plan priorities for the Parks, Trails and Recreation Committee (PRTC) for 2022. Choose area to focus on this year.

Please review the information in the 2022 work plan draft, Attachment A, and come to the meeting ready to comment and vote on the plan. Please review the presentation slides, Attachment B, and come to the meeting with comments.

At the January 19th meeting, the PTRC selected to present the 2022 work plan to the City Council in March 2022. The presentation has been moved to the City Council Work Session scheduled for April 18th.

Background

Each year, the various City of Arden Hills committees and commissions discuss and recommend goals and project priorities for the upcoming year. These are then brought to the Council for evaluation and further discussion in order to finalize a work plan for each committee. The work plan discussion was started in 2021.

Attachments

Attachment A – PRTC Work Plan Draft
Attachment B – PRTC Presentation Slides

DRAFT

Parks, Trails, and Recreation Committee (PTRC) 2022-23 Work Plan

PTRC Purpose and Mission

Parks, trails, recreation and natural resources in Arden Hills increase the desirability of the city as a place to live, work, or play, enhance the health and well-being of citizens and guests, and improve the value of residents' property.

The Parks, Trails, and Recreation Committee (PTRC) represents the interests of Arden Hills citizens in leading the continuing development, expansion, and improvement of those resources.

The PTRC recommends to the City Council actions that support those interests; monitors the use of and the improvements in parks, trails, and recreation; and collaborates with other City committees and commissions in improving parks and trails.

Main Duties

- Review and evaluate city parks, trails, and recreational services
- Advise staff and City Council of ways to maintain and improve these amenities

Meetings

- Third Tuesday of the month at 6:30 p.m.

Ongoing and as Needed

1. Recommend actions that advance the vision for parks, trails, and recreation.
2. Assist in identifying ongoing parks and trails maintenance/improvement priorities.
3. Recommend and review grant opportunities, sponsorships, and partnerships for parks and trails.
4. Assist, recommend, and monitor plans for parks, trails and recreation within Arden Hills at the appropriate time.
5. Continue to work with Ramsey County on mutually beneficial trail/park projects and activities.
6. Monitor potential road improvements to encourage inclusion of pedestrian-friendly infrastructure whenever possible.
7. Look to enhance/add recreational opportunities in our parks.
8. Recommend future enhancements for the 5-year Capital Improvement Program each year.
9. Sponsor and organize Community events such as special events, garden clean-up day and other volunteer projects.
10. Prepare semi-regular articles that the Committee would like to see highlighted in the City Newsletter.

Possible Priorities

1. Park Goals

- a. Park Improvements
- b. Park Clean Up
- c. Park Maintenance
- d. Park Safety

2. Park Recommendation List

- a. Perry Park dog park improvements: shade, obstacle course and small dog area.
- b. Identify areas where trees could be planted (in addition to Ash Tree buddy program if applicable).
- c. Buckthorn Cleanup
- d. Earth Day Cleanup
- e. Floral garden Cleanup

3. Trail Goals

- a. Trail Maintenance
- b. Trail Improvements
- c. Trail Amenities
- d. Trail Safety

4. Trail Recommendation List (updated April 2021)

- a. Connection gaps throughout Arden Hills
- b. From County Road E2 North to Lake Valentine Road (C R "F") and then West to MVHS (Youth+)
- c. From County Road "D" Northeast on Lake Johanna Blvd, past Tony Schmidt Regional Park – Ramsey County/METC (as trail building partner – 2 segments), See G, G1 & G2 on map) to intersection with Snelling Avenue N (Families)
- d. From Hwy 51 North to Snelling Avenue N intersection with County Road E/Lake Johanna Blvd
- e. From County Road E North along Snelling Avenue N/Old Highway 10, under I-694 to Hwy 96 which now has a regional trail on the South side
- f. Bethel University Land Sale: Trail move/redo with senior housing project
- g. Trail along South Shore of Round Lake
- h. From County Road E/Lake Johanna Blvd along west side of Hwy 51 to Glenhill Ave
- i. Crepeau Nature Preserve Trails upgrade to improve drainage and to replace old surfaces. Add Hamline Ave trail extension

5. Recreation Goals

- a. Enhance recreation opportunities

6. Recreation Recommendation

- a. **Winter activities in the parks**
 - i. Sledding hills at parks where possible
- b. **Add fitness equipment geared toward adults, especially at Cummings Park**

- i. Six exercise stations will be put in at the senior living facility. The trail will be constructed in 2022 and hopefully the equipment will be in by fall. This may be a good reference for future projects.
- c. **More active adult and senior recreation classes.**
 - i. Yoga/Fitness in the park at Cummings
- d. **Multi-generation activities (include some evenings and weekends).**
 - i. Pickleball court at Hazelnut Park or Floral Park
 - ii. Volleyball/badminton equipment (be aware of irrigation system)
 - iii. Geocaching at the parks

7. Community Partnership Goals

- a. Outreach
- b. Engagement
- c. Events

8. Community Partnership Recommendation List

- a. **Community engagement**
 - i. Committee members “adopt” an area, park, trail, project
 - ii. Animal ambassadors from Raptor Center (planned) or Minnesota Zoo
 - iii. Concerts in the parks: partner with schools and National Guard
 - iv. Tree placement outreach
- b. **Fill open spots on the committee**
 - i. Recruit (in person, social media, newsletters)
 - ii. Student committee ambassadors
 - iii. Work with communications committee to highlight parks, trails, and recreation on social media, YouTube, the newsletter and the City website
- c. **Arden Hills Foundation**
 - i. Update donation letter business list to include new businesses
 - ii. Bench placement: track money for benches and create a plan to better track status and placement.
- d. **Volunteer recruitment plan proposal**
 - i. Reach out to Bethel University to explore possible partnerships for park cleanups, etc.
 - ii. Identify volunteer opportunities

PTRC Calendar

March 2022

- Work Plan
- Calendar

April 2022

- “Adopt” an area, park, trail, project, event
- Discuss Clean-ups
- Work Plan: work session with City Council

May 2022

- Engagement plan
- Recruit new members plan

June 2022

- Park tour

July 2022

- Tree recommendations
- Park and trail maintenance, safety, improvement recommendations
- Bench recommendations

August 2022

- No meeting

September 2022

- 2023 Work Plan: Update trail recommendations

October 2022

- 2023 Work Plan: Update park recommendations
- Review membership terms

November 2022

- 2023 Work Plan: Update recreation recommendations

December 2022

- No meeting

January 2023

- 2023 Work Plan: Update engagement recommendations

February 2023

- 2023 Work Plan: Update calendar

March 2023

- 2023 Work Plan

April 2023

- Work Plan: work session with City Council



DATE: March 15, 2022
TO: Parks, Trails and Recreation Committee
FROM: Joe Vaughan, Recreation Supervisor
SUBJECT: New Member Appointment

Background

On Monday, March 14, 2022 the City Council appointed Mark Kelliher to serve on the Parks, Trails and Recreation Committee.

Attachments

Attachment A – Reappointment Certificate