



## ***AGENDA***

### ***ROGERS PARK AND RECREATION ADVISORY COMMISSION***

***February 8, 2024 - 5:30 PM***

**The mission of the Parks and Recreation Advisory Commission is to enhance the lives of current and future generations of Roger's residents and contribute vision, leadership, and recommendations to the City Council for the best use and development of Rogers' parks, trails, recreation programming, and open spaces.**

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. OPEN FORUM**
- 3. PRESENTATIONS**
- 4. APPROVE AGENDA**
- 5. CONSENT AGENDA**
  - 5.1 Approval of November 2023 Minutes
- 6. GENERAL BUSINESS**
  - 6.1 PRAC Annual Appointments
  - 6.2 Set Summer Meeting Schedule
  - 6.3 Park CIP Planning
  - 6.4 2023 Work Plan
- 7. OTHER BUSINESS**
- 8. CORRESPONDENCE AND REPORTS**
  - 8.1 Parks and Recreation Advisory Commission Correspondence and Staff Update
- 9. ADJOURN**



**REQUEST FOR ACTION  
PARK BOARD**

**Meeting Date:** February 8, 2024

**Agenda Item:** No. 5.1

**Subject:** Approval of November 2023 Minutes

**Prepared By:** Marcy Dalchow Administrative Assistant

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**Recommended Park Board Action**

Motion to approve November 2023 meeting minutes(No December 2023 or January 2024 Meeting).

**ATTACHMENTS:**

Description

November 2023 Minutes

**City of Rogers**  
**Parks and Recreation Advisory Commission Meeting Minutes**  
**November 9, 2023**

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The Parks and Recreation Advisory Commission (PRAC) of the City of Rogers was called to order by Parks and Recreation Director, Mike Bauer on Thursday, November 9, 2023, at 5:31 pm at Henry's Woods Park 12899 Brockton Ln. N. Rogers, MN, 55374.

**Roll Call**

Dale Fuller	Parks and Recreation Advisory Commissioner – Chair	Absent
Peggy Warfield	Parks and Recreation Advisory Commissioner - Vice Chair	Arrive 5:40
Paul Hacker	Parks and Recreation Advisory Commissioner	
Judi Volkers	Parks and Recreation Advisory Commissioner	Leave 6:30
Peter Mullin	Parks and Recreation Advisory Commissioner	Absent
Mike Volkers	Parks and Recreation Advisory Commissioner	Leave 6:30
Sam Okland	Parks and Recreation Advisory Commissioner	
Shannon Klick	Rogers City Council	
Alexander Heuvels	Student Representative	
Mike Bauer	Parks and Recreation Director	
Marcy Dalchow	Public Works Administrative Assistant	

**2. OPEN FORUM** None

**3. PRESENTATIONS** None

**4. APPROVE AGENDA**

**4.1 Approval of Consent Agenda**

Motion to approve the November 2023 agenda approved as submitted by M. Volkers, seconded by Hacker. Motion carried 4/0.

**5. CONSENT AGENDA**

**5.1 Approval of September 2023 Minutes**

Motion to approve September 2023 minutes as submitted by Hacker, seconded by M. Volkers. Motion carried 4/0.

**6. GENERAL BUSINESS**

**6.1 Event Center Lions Club Display**

As part of the agreement with the Lions Club the City of Rogers will allow the Lions to have a display case in the event center for some of their pictures, trophies etc. as a permanent wall display in the lobby. Information on a 30-50 square foot case was given to the PRAC as an example of the case they would like. Staff has concerns of its size and that the glass could get broken. PRAC members suggest something smaller like a shadow box and picture frames be used. This idea will be presented at the Lion's Director Meeting.

**6.2 Crow River Heights Park Planning**

In the 2023 Capital Improvement Plan there is a project to upgrade the park amenities at Crow River Heights Park in the northeast corner of Rogers. A letter and survey were mailed to neighborhood residents, results were ranked and comments were recorded. A public open house was held November 2nd to gather additional input from residents to determine if a playground or another park amenity is warranted there.

Staff will compile survey comments along with comments received at the meeting and share them with the designer who will bring back suggestions for the park.

The playground equipment needs to be updated. PRAC suggests something simple is done with the playground, possibly add a bench or two and an overlook to the river.

### **6.3 Henry's Woods Barn Roof**

The PRAC has emphasized the importance of preserving the Barn at Henry's Woods as an homage to our community's agricultural roots and because it is loved by so many as a backdrop for photos. At the last meeting, PRAC suggested staff get some pricing on roof repair options for the grainery/barn and bring them back to the PRAC.

Staff talked with four contractors asking for bids to repair the roof of the barn. The lowest bid was provided by Advanced Construction.

The PRAC also discussed repair of broken windows and staining of the barn. Staff will look into the possibility of taking care of these things in house.

Motion to recommend City Council approve a cost-effective roof repair that maintains the character of the barn as much as possible by J. Volkers, seconded by Hacker. Motion carried 5/0.

### **6.4 Park CIP Planning Reviewed**

Highlights:

- Staff has created a "working" park inventory spreadsheet showing the amenities at each park. We will review this at the December meeting to determine where the next investments are made.
- In 2024 there is \$120,000 for hard courts and \$80,000 for pavilions or shade structures to be put in parks.
- We have a person who is interested in installing some equipment at the dog park at Lynch Park for an Eagle Scout project.

### **6.5 2023 Work Plan Reviewed**

Highlights:

- Our City Engineer is working with SRF Consulting Group for the pre-design on the pedestrian bridge. The City just received approval from MnDOT to build the ramp areas for the bridge in the right-of-way. This will save a significant amount of money on the project.
- Trees have been planted and a berm will be added at the South Community Park project. Rink lights have been ordered and boards are approved by Council so staff is hoping to have two rinks for skating there this winter.
- The building the Senior Center is currently in is scheduled to be sold on December 1, 2023. They want to demolish the building as soon as possible. The Senior Center will temporarily move to the Community Room until the Boyer building the City recently bought is ready. After a few modifications to the Boyer building, the Senior Center will be there until their new, permanent space is available in the Duffy building to be built on Main Street.
- Staff is looking for Council direction on the final design and construction management of the indoor turf facility next Tuesday night.

**\*\*Two PRAC Members had to leave the meeting at this time. We lost our quorum; therefore, no official decisions were made for the remainder of this meeting.**

- The bids for the Hassan Hills Softball Field came in at \$1.2 to 1.4 million. Next step is to meet with the stakeholders to see how fundraising will be done.

**7. OTHER BUSINESS** None

**8. CORRESPONDENCE AND REPORTS**

**8.1 Parks and Recreation Advisory Commission Correspondence and Staff Update:**  
Reviewed

**9. ADJOURN**

Meeting ended at 7:00 pm.



## REQUEST FOR ACTION PARK BOARD

Meeting Date: February 8, 2024

Agenda Item: No. 6.1

**Subject:** PRAC Annual Appointments

**Prepared By:** Mike Bauer Parks and Recreation Director

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### **Recommended Park Board Action**

- Move to recommend City Council Re-appoint \_\_\_\_\_ to the Parks and Recreation Advisory Commission for a three year term.
- Recommend staff advertise any vacancies.
- By motion fill the Chair, Vice Chair and LOST Project Task Force

### **Overview / Background**

Each year two or three Parks and Recreation Advisory Commissioner's terms end. We stagger the terms to have continuity on the commission. At the end of a term commissioners are allowed to reapply for a three year term. The Advisory Commission will review all applicants and make recommendation to the City Council for appointment/re-appointment. In 2023 Commissioners Peggy Warfield and Peter Mullin's terms expired.

Also at this time the Commission fills out the task force assignments and selects a Chair and Vice Chair.

### **ATTACHMENTS:**

Description

PRAC Annual Appointments

## Annual Parks and Recreation Advisory Commission Appointments

### Annual Park Board Position Appointments

Member	(Term Expires)	Reappoint in 2024
Dale Fuller	(2025)	NA
Judi Volkers	(2025)	NA
Peggy Warfield	(2023)	Yes/No
Peter Mullin	(2023)	Yes/No
Paul Hacker	(2024)	NA
Mike Volkers	(2024)	NA
Sam Okland	(2024)	NA

Student Liaison:

Alexander Heuvels	(2023)	Yes/No
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	2023	2024
Rogers Park Board Chair	Dale Fuller	_____
Rogers Park Board Vice Chair	Peggy Warfield	_____
Council Representative	Shannon Klick	Shannon Klick
Alternate Council Representative	Amy Enga	Amy Enga
L.O.S.T. Projects Task Force	Peggy Warfield	_____
	Judi Volkers	_____
	Peter Mullin	_____



## REQUEST FOR ACTION PARK BOARD

**Meeting Date:** February 8, 2024

**Agenda Item:** No. 6.2

**Subject:** Set Summer Meeting Schedule

**Prepared By:** Mike Bauer Parks and Recreation Director

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### **Recommended Park Board Action**

Set Summer meeting locations pending discussion.

### **Overview / Background**

For the past several years the Parks Commission has had June, July and September meetings in parks around the community. Staff promote the meetings to the community and with signs in the park leading up to the meeting. Generally, we get good community attendance at these meetings.

Parks that have had a meeting in the past:

Shadow Woods  
Brocton Meadows  
Dutch Knolls  
Edgewater  
Laurel Creek  
Lynch  
Henrys Woods  
Hassan Meadows  
Lions Central Park/Sunroom  
North Community Park  
Brookside Meadows

Remaining Park List:

Cambria Farms  
Crow River Heights  
Dayspring Estates  
Erickson  
Fox Creek West  
Hassan Hills  
Hawkins Park  
Sunny Side  
Walker  
Woodman Hall  
(You may choose parks to revisit)

Crow Hassan Park Reserve-Staff has reached out for the September meeting if the commission chooses.





## REQUEST FOR ACTION PARK BOARD

**Meeting Date:** February 8, 2024

**Agenda Item:** No. 6.3

**Subject:** Park CIP Planning

**Prepared By:** Mike Bauer Parks and Recreation Director

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### **Recommended Park Board Action**

Pending discussion.

### **Overview / Background**

In the City of Rogers CIP there is \$100,000 budgeted for Picnic Shelters and \$135,000 for Hard Courts, based on the Brockton Meadows project from 2023 we could select two parks for each of similar size and materials. If we move forward with larger designs of either we would only be able to have one of each for additions to the system.

**Financial Impact:** \$235,000    **Budgeted?** Yes

**Source Fund:** 404 Park  
Dedication

**Notes:**

### **ATTACHMENTS:**

Description  
Playground Inventory  
Park Inventory

Park Name	Equipment Installation	Planned Replacement/Refurbish Year	Manufacturer	Surface Type	Picnic Shelter	Hard Court	Notes
Brockton Meadows	9/16/2014 6/1/2024		Landscape Structures	Wood Fiber	Yes	Yes	Zipline installed in 2024 Refurbish equipment Re finish Hard Court
Brookside Meadows	8/19/1996		Landscape Structures	Pea gravel	No	Yes	
Crow River Heights	6/25/1905		Game Time	Wood fiber	No	No	
Dayspring Estates							Future Playground Hard court at Elementary- connected by trail 2024 Shad for picnic table?
Dutch Knolls	2010 8/1/2013		Burke	Wood fiber	No	No	
Edgewater	6/1/2024		Landscape Structures	Wood fiber	Yes	Yes	Sphere installed 2024
Erickson Park	2013		Game Time	Wood fiber	No	No	
Fox Creek West	8/19/1996		Landscape Structures	Pea gravel	No	No	
Hassan Hills	6/29/2005		Little Tikes	Wood fiber	No	Yes	Hard Court is on Edgewood and Grouse Lane Does not have 2-5 play area
Hassan Meadows					Yes	Yes	No playground desired at time of construction
Laurel Creek	8/1/2021		Landscape Structures	Wood fiber	No	Yes	
Lions Central Park	10/10/2001		Landscape Structures	Wood fiber	Yes	No	
North Community Park	8/27/2001		Landscape Structures	Wood fiber	Yes	Yes(City Courts)	Should remove sand due to wasp nests.
Shadow Woods	9/15/2015		Landscape Structures	Wood Fiber	No	Yes	Hard court could be refinished
Sunnyside Territorial	1/5/1999		Landscape Structures	Wood Fiber	No	No	Future Park

		Total Acres	Baseball	Basketball	Camping	Canoe Launch	Cross Country Skiing	Frisbee Golf	Gardens	Accessible Play Area	Hockey	Ice Skating	Natural Area	Parking	Picnic Area	Playground	Rental Facilities	Restrooms(Seasonal/ Permanent)	River/Lake Access	Shelter or Building	Sledding Hill	Soccer/Football	Softball	Trails	Tennis Courts	Volleyball Court	Wetland	Woods	Other Amenities
Brockton Meadows Park	3												X	X	X		S		X										
Brookside Meadows	5		X						X			X	X	X	X		S												
Cambria Farms Park	9											X	X						X				X						
Cowley Lake Park	17											X																	Future
Crow Hassan Park Reserve				X	X	X						X	X	X		X	S	X	X				X			X	X		Fishing Pier, Hiking & Horse Trails
Crow River Heights Park	1											X		X	X			X								X	X		
Dayspring Estates	45											X	X										X						
Dutch Knolls	1												X	X	X		S												
Edgewater Park	19		X						X			X	X	X	X		S		X										
Erickson Park	1								X				X	X	X		S												
Fox Creek West Park		X											X	X	X		S					X	X						
Hassan Elementary	6	X	X					X					X		X		S			X	X	X							
Hassan Hills Park 1												X	X													X	X		Stormwater Pond
Hassan Hills Park 2			X									X	X										X			X	X		
Hassan Hills Park 3												X	X	X	X		S						X						Restored Prairie
Hassan Meadow	51	X	X			X						X	X	X		X	S		X										
Heather Ridge Park	6		X										X	X	X			X									X	X	
Henry Woods								X				X	X	X			S										X	X	
Island View Estates Park	5											X						X					X				X	X	
Laurel Creek	81.6		X						X			X	X	X	X		S						S				X		
Lions Central Park (Triangle Park)	3	X	X					X	X	X	X		X	X	X	X	S/P		X				X		X				Veterans Memorial
Lynch Park	9	X										X	X				S				X	X							
Meadow Lake Estates Park	13											X											X				X	X	
North Community Park	51	X							X			X	X	X	X	X	P		X	X	X	X				X			
Northridge Preserve												X															X	X	
Rogers Activity Center	2									X	X		X			X	P		X										
Rogers High School	77	X											X			X	S				X	X							
Rogers Middle School	21	X	X										X				S				X	X							
Shadow Woods	2		X									X			X		S						X						
South Community Park (Rogers Elementary School)	28	X	X						X						X	X	S				X	X							
Sunnyside Park													X	X	X		S												
Territorial	11.1											X																	
Walker Park									X			X																	
Woodman Hall Park	0.1											X		X															Benches



## REQUEST FOR ACTION PARK BOARD

Meeting Date: February 8, 2024

Agenda Item: No. 6.4

**Subject:** 2023 Work Plan

**Prepared By:** Mike Bauer Parks and Recreation Director

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### **Recommended Park Board Action**

Review and Recommend Actions for 2023 Work Plan.

### **Overview / Background**

Each year the Parks and Recreation Advisory Commission recommends a work plan that used to guide staff activities for the year. This list is for the larger initiatives that usually include many hours of planning, and or construction.

Staff would like to combine this agenda item regarding the Local Option Sales Tax Parks and Recreation referendum. Staff will provide further updates at the meeting and look for direction when needed.

Local Option Sales Tax Page

### **Indoor Turf Facility**

**Future Recreation Facility Site Improvements (Complete \$2M)**

**South Community Park Athletic Improvements (Under Construction, Estimated \$4M)**

**Splash Pad (Complete \$1.5M)**

**I-94 Ped Crossing (In design)**

**144 Tunnel**

Trails:

SDLR-137th (Waiting for the developer to connect to their trail)

**Hassan Elementary to Marie Ave (Complete)**

Henrys Woods to SDLR

Cambria to 147th

Brocton Meadow to 144

Edgewater to Willindale

City Improvements to School Pool (Pending ISD 728 Actions may be past the date of bonding availability)

### **ATTACHMENTS:**

Description

2023 Work Plan

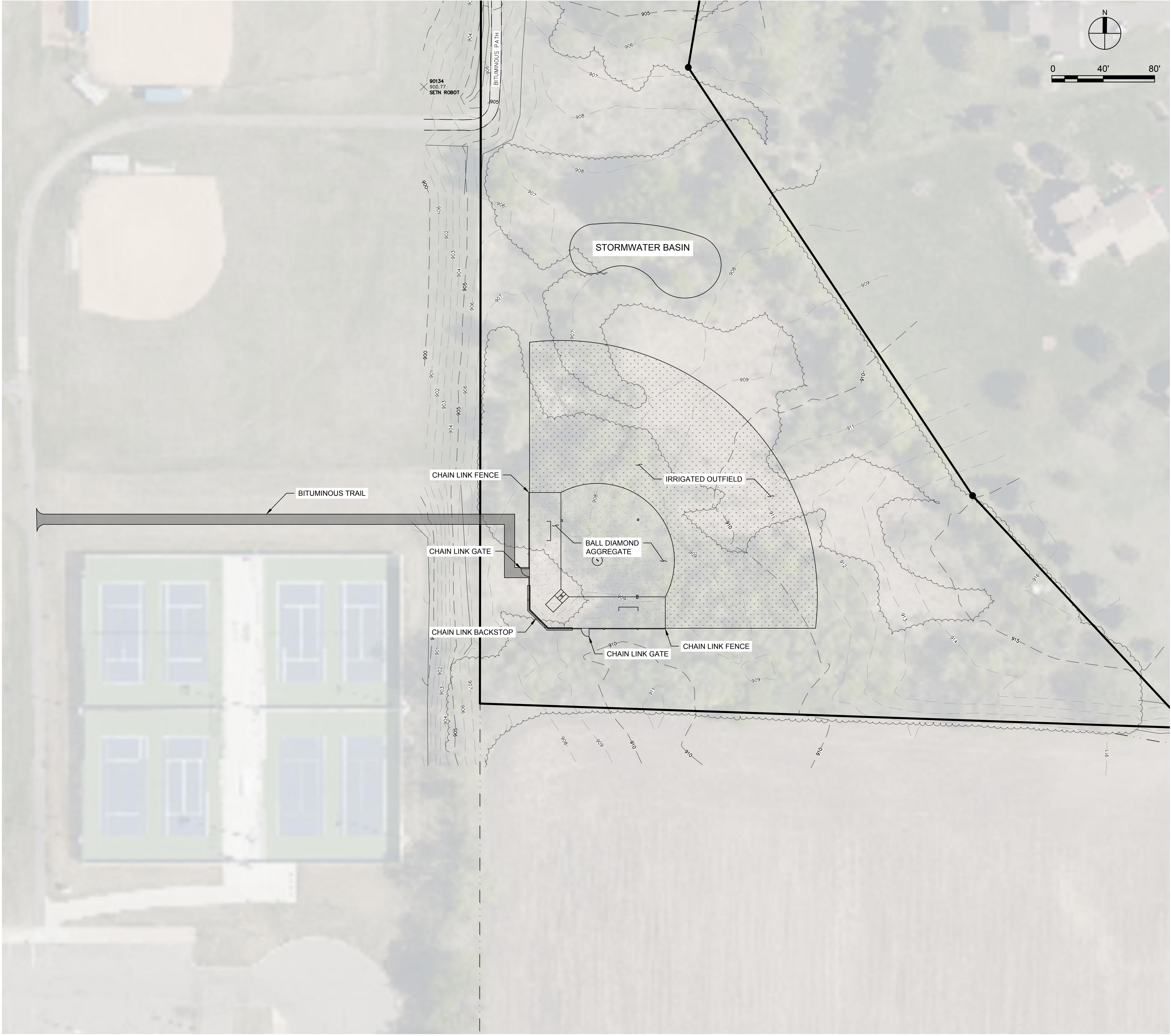
2024 Work Plan Draft  
RHS Softball Site Plan  
RHS Softball Cost  
RHS Softball Field Improvements  
Crow River Heights Site Plan  
Crow River Heights Estimates

2023 Work Plan			
Category	Project	Status	Next Steps
Trails	Territorial View Estates	Construction 2023	Awaiting Construction Documents
Trails	Broadway Trail Link (FMP)	Waiting for developer	Starting Construction on the new restrant should be completed in 2024
Trails	RMS/RHS Tunnel (LOST)	Hold	This will be after the ped bridge.
Trails	I-94 Pedestrians Crossing(LOST)	Design	Engineering is working with SRF for pre-design
Trails	Brockton Lane to Wellstead Drive (FMP)	Hold	Reconstruct in 2023-24
Trails	Rogers Elementary/Main Street (SRTS)	Design	Waiting for Main Street Reconstruct
Trails	SDLR -137th (LOST)Rachel Development	Under Construction	Should finish summer of 2024
Facility	Event Center Kitchen	Complete	Lions Donation of Electircial Service and new fryers
Facility	Event Center Welcome Center/Concessions Doors	Complete	
Facility	Event Center Welcome Center/Concessions Operations	Fall 2022	On hold will have to go to City Council Workshop before moving forward.
Facility	Event Center Donor Recognition Overall	Design	Reviwing proposals
Facility	Event Center Donor Recognition Rooms and	Complete	
Park	Formal Garden Ceremony Area	Complete	
Park	Main Stage	Complete	
Park	Turf	Complete	
Park/Facility	Fire Pit	Complete	Waiting for new City logo files.
Park/Facility	Monument Sign/Reader Board	Complete	
Park/Facility	Patio	Complete	
Park/Facility	Hennepin County Youth Sports Grant Spring Playground	TBD	
Park/Facility	Hennepin County Youth Sports Grant Fall Capital	TBD	Recommend we not apply until SCP is under construction.
Park/Facility	SCP Construction	Construction	Rinks are paved with the first layer, trees are planted, rink lights are ordered boards are on CC for approval.
Park	"Skye Meadows" Park Name	approved	Territorial Park
Park	Edgewater Park	Complete	
Park	Brockton Meadows	Complete	
Park	NCP Dugout Covers	Complete	
Park	Cambria Hills Park and Trail Development	2023	
Park	Stieg Woods	In Process	Updated state of MN per requirements, the appraisal is complete, family is working on title issues and wants to close on it after the end of 2023.
Facility	Senior Center Programming Locations	Move in process	Out of current building by December 1 in Boyer during construction.
Facility	Indoor Turf Facility	Planning	Looking at moving forward with design work
Parks	RHS Softball Field Request for Hassan Hills	Pedning Study Funding	study complete and sent to stake holders, review next steps.
Parks	Dog Park	Open	Fence is complete. Need to work on obstacles and trees.
Parks	Maintenance Inventory		Compiling and verifying Data
Parks	Determine Replacement Priority		Febbruary Meeting
Parks	Final Design of Territorial Park		
Parks	NCP Build out Design		
Parks	Select Parks for Hard Court and Pavillions		February Meeting
Parks	Sledding Hill	Complete	
Facility	Henry's Woods Barn Roof	Construction	Should be completed soon
	Complete		
	Change from last report		

2024 Work Plan			
Category	Project	Status	Next Steps
Trails	Territorial View Estates	Construction 2023	Awaiting Construction Documents
Trails	Broadway Trail Link (FMP)	Waiting for developer	Starting Construction on the new restraunt should be completed in 2024
Trails	RMS/RHS Tunnel (LOST)	Hold	This will be after the ped bridge.
Trails	I-94 Pedestrians Crossing(LOST)	Design	Engineering is working with SRF for pre-design
Trails	Brockton Lane to Wellstead Drive (FMP)	Hold	Reconstruct in 2023-24
Trails	Rogers Elementary/Main Street (SRTS)	Design	Waiting for Main Street Reconstruct
Trails	SDLR -137th (LOST)Rachel Development	Under Construction	Should finish summer of 2024
Facility	Event Center Welcome Center/Concessions Operations	Fall 2022	On hold will have to go to City Council Workshop before moving forward.
Facility	Event Center Donor Recognition Overall	Design	Reviwing proposals
Park/Facility	Hennepin County Youth Sports Grant Spring Playground	TBD	
Park/Facility	Hennepin County Youth Sports Grant Fall Capital	TBD	Recommend we not apply until SCP is under construction.
Park/Facility	SCP Construction	Construction	one rink complete rink two on order, construction halted for winter
Park	Cambria Hills Park and Trail Development		
Park	Stieg Woods	In Process	Updated state of MN per requirements, the appraisal is complete, family is working on title issues and wants to close on it after the end of 2023.
Facility	Senior Center Programming Locations		Temp Location at Community Room
Facility	Indoor Turf Facility	Planning	Feb 13th design Contract
Parks	RHS Softball Field Request for Hassan Hills	Pedning Study Funding	study complete and sent to stake holders, review next steps.
Parks	Dog Park	Open	Fence is complete. Need to work on obstacles and trees.
Parks	Maintenance Inventory		Compiling and verifying Data
Parks	Determine Replacement Priority		February Meeting
Parks	Final Design of Territorial Park		
Parks	NCP Build out Design		
Parks	Select Parks for Hard Court and Pavillions		February Meeting
Facility	Henry's Woods Barn Roof	Construction	Should be completed soon
Parks	Crow River Heights		
Parks	Cowely Lake House Removal		
Parks	Tree inventory/managerment plan <a href="http://www.mntreesource.com">www.mntreesource.com</a>		
Parks	Selective EAB treatment		
	Complete		
	Change from last report		



Jan 31, 2024 - 10:45am  
Xref Filename: \\17597\_titleblock\\16965\_s\_base-civil\\17597\_c\_base.dwg  
jschmitzerle  
Y:\\17500\\17597 CITY OF ROGERS HASSAN HILLS PARK\\\_06 LA\\\_01 CAD files\\\_01 SHEETS\\17597\_SITE PLAN.dwg



LEGEND

- PROPERTY LIMITS
- EXISTING TREE LINE
- BITUMINOUS PAVEMENT
- BALL DIAMOND AGGREGATE
- TURF



ANDERSON

13605 1st Avenue N. #100  
Plymouth, MN 55441 | [ae-mn.com](http://ae-mn.com)  
P 763.412.4000 | F 763.412.4090  
Anderson Engineering of Minnesota, LLC

HASSAN HILLS  
PARK FAST  
PITCH  
SOFTBALL FIELD  
PROJECT  
ROGERS, MN

CITY OF ROGERS

REVISION LOG

NO.	DATE	DESCRIPTION OF REVISIONS
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CONCEPT DEVELOPMENT

01/31/24

DESIGNED: JRS	DRAWN: JRS	CHECKED BY: JDL
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DRAWING TITLE

CONCEPT SITE PLAN

DRAWING NO.

C1

PLOTTED: ---	COMM. NO. 17597
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## HASSAN HILLS PARK SOFTBALL PRACTICE FIELD PROJECT

Rogers, MN

### Opinion of Probable Construction Costs

January 31, 2024

Line Item	Item Description	UofM	Quantity	Unit Price		Range	
1	Mobilization	LS	1	\$38,000.00	\$38,000.00	to	\$46,000.00
2	Erosion Control and Rock Entrance	LS	1	\$10,000.00	\$10,000.00	to	\$12,000.00
3	Tree Removal Clearing and Grubbing	LS	1	\$20,000.00	\$20,000.00	to	\$24,000.00
4	Common Excavation @ 1-ft	CY	1600	\$6.50	\$10,400.00	to	\$12,000.00
5	Stripping/Stockpile Topsoil @ 6-in	CY	775	\$5.00	\$3,875.00	to	\$5,000.00
6	Bituminous	TON	55	\$9.00	\$495.00	to	\$600.00
7	Class 5 Aggregate Base	TON	128	\$50.00	\$6,400.00	to	\$8,000.00
8	Drain tile	LF	2,000	\$30.00	\$60,000.00	to	\$72,000.00
9	Drainage Aggregate	TON	74	\$50.00	\$3,700.00	to	\$4,000.00
10	Geotextile Fabric	SY	900	\$3.50	\$3,150.00	to	\$4,000.00
11	Bryan Red Ball Diamond Aggregate	TON	290	\$65.00	\$18,850.00	to	\$23,000.00
12	8'H CL Fence	LF	150	\$85.00	\$12,750.00	to	\$15,000.00
13	Chain-link Backstop	EA	1	\$35,000.00	\$35,000.00	to	\$42,000.00
14	Bases	EA	1	\$2,000.00	\$2,000.00	to	\$2,000.00
15	48" Precast Concrete Manhole	EA	6	\$5,500.00	\$33,000.00	to	\$40,000.00
16	12" CPE Pipe	LF	1300	\$60.00	\$78,000.00	to	\$94,000.00
17	Irrigation Mainline Extension	LF	500	\$20.00	\$10,000.00	to	\$12,000.00
18	Irrigation	SY	3500	\$15.00	\$52,500.00	to	\$63,000.00
19	Respread Topsoil	CY	775	\$7.00	\$5,425.00	to	\$7,000.00
20	Hydro Seeding	SY	3500	\$2.00	\$7,000.00	to	\$8,000.00
21	Sodding (Outfield Only)	SY	3400	\$15.00	\$51,000.00	to	\$61,000.00
Total = \$					461,545.00	to \$	554,600.00

#### Opinion of Probable Construction Costs:

- 1) Do not include soft costs, owners contingency or escalation.
- 2) Derived from a conceptual layout only. Architectural and engineered drawings and specifications shall be prepared for more accurate Opinion of Probable Construction Costs.
- 3) Derived from assumed utility connections outside of the property boundary. This Opinion of Probable Construction Costs assumes all points of connection generally feasible without major upgrades.

**DISCLAIMER:** In review of this Opinion of Probable Construction Cost, the Client understands that the Consultant has no control over the availability of labor, equipment or materials, market conditions, or the Contractor's method of pricing. This Opinion of Probable Construction Cost is made on the basis of Consultants professional judgement and experience. The Consultant makes no warranty, expressed or implied, regarding the ultimate bids or negotiated cost of the Work.

**ANDERSON**

13605 1st Ave. N., #100 Plymouth, MN 55441  
P 763.412.4000 | F 763.412.4090 | [ae-mn.com](http://ae-mn.com)

# ROGERS HIGH SCHOOL FAST PITCH SOFTBALL FIELD IMPROVEMENTS PROJECT

Rogers, MN

Opinion of Probable Construction Costs

January 31, 2024

## SYNTHETIC TURF

Line Item	Item Description	UofM	Quantity	Unit Price	Range
1	Mobilization	LS	1	\$86,000.00	\$86,000.00 to 103,000.00
2	Erosion Control and Rock Entrance	LS	1	\$10,000.00	\$10,000.00 to 12,000.00
3	Stripping Ball Diamond Aggregate @ 8-in	CY	330	\$5.00	\$1,650.00 to 2,000.00
4	Stripping Topsoil @ 8-in	CY	745	\$5.00	\$3,725.00 to 4,000.00
5	Remove 8-in Ball Diamond Aggregate from Site	CY	330	\$8.00	\$2,640.00 to 3,000.00
6	Remove 8-in Topsoil from Site	CY	745	\$8.00	\$5,960.00 to 7,000.00
7	Drain Tile	LF	2,000	\$30.00	\$60,000.00 to 72,000.00
8	1"x12" Flat Panel Underdrain	LF	2,000	\$12.00	\$24,000.00 to 29,000.00
9	Geotextile Fabric	SY	900	\$3.50	\$3,150.00 to 4,000.00
10	6"D Drainage Aggregate	TON	74	\$50.00	\$3,700.00 to 4,000.00
11	2"D Finish Drainage Stone	TON	25	\$50.00	\$1,250.00 to 2,000.00
12	Synthetic Turf	SF	30,100	\$30.00	\$903,000.00 to 1,084,000.00
				Total = \$ 1,105,075.00 to 1,326,000.00	

## GRANDSTAND

Line Item	Item Description	UofM	Quantity	Unit Price	Range
1	Mobilization	LS	1	\$41,000.00	\$41,000.00 to \$49,000.00
2	Earthwork	LS	1	\$5,000.00	\$5,000.00 to \$6,000.00
3	Concrete Pavement	SF	1,700	\$9.00	\$15,300.00 to \$18,000.00
4	Class 5 Aggregate Base	TON	55	\$50.00	\$2,750.00 to \$3,000.00
5	Netting Backstop	EA	1	\$65,000.00	\$65,000.00 to \$78,000.00
6	5 Row Bucket Seat Bleachers, Press Box and Roof	EA	1	\$400,000.00	\$400,000.00 to \$480,000.00
				Total = \$ 529,050.00 to 634,000.00	

**ANDERSON**

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**MASONRY DUGOUTS & STORAGE BUILDING**

Line Item	Item Description	UofM	Quantity	Unit Price	Range		
1	Mobilization	LS	1	\$14,000.00	\$14,000.00	to	\$17,000.00
2	Erosion Control and Rock Entrance	LS	1	\$10,000.00	\$10,000.00	to	\$12,000.00
3	Earthwork	LS	1	\$3,500.00	\$3,500.00	to	\$4,000.00
4	Concrete Pavement	SF	1,800	\$9.00	\$16,200.00	to	\$19,000.00
5	Class 5 Aggregate Base	TON	70	\$50.00	\$3,500.00	to	\$4,000.00
6	Masonry Dugouts	EA	2	\$40,000.00	\$80,000.00	to	\$96,000.00
7	36' Premium Team Benches & Shelving	EA	2	\$5,500.00	\$11,000.00	to	\$13,000.00
8	Storage Building	SF	215	\$190.00	\$40,850.00	to	\$49,000.00
				Total = \$ 179,050.00 to 214,000.00			

**FENCING WITH CONCRETE MOW STRIP**

Line Item	Item Description	UofM	Quantity	Unit Price	Range		
1	Mobilization	LS	1	\$8,000.00	\$8,000.00	to	\$10,000.00
2	Earthwork	LS	1	\$3,500.00	\$3,500.00	to	\$4,000.00
3	Concrete Pavement	SF	800	\$9.00	\$7,200.00	to	\$9,000.00
4	Class 5 Aggregate Base	TON	30	\$50.00	\$1,500.00	to	\$2,000.00
5	8'H Blk Vinyl Clad CL Fence, Conc. Mow Strip, Fence Guard	LF	800	\$105.00	\$84,000.00	to	\$101,000.00
				Total = \$ 104,200.00 to 126,000.00			

**PITCHING STATIONS & BATTING CAGES**

Line Item	Item Description	UofM	Quantity	Unit Price	Range		
1	Mobilization	LS	1	\$19,000.00	\$19,000.00	to	\$23,000.00
2	Earthwork	LS	1	\$3,500.00	\$3,500.00	to	\$4,000.00
3	Synthetic Turf	SF	5,800	\$30.00	\$174,000.00	to	\$209,000.00
4	Pitching Stations	EA	2	\$12,000.00	\$24,000.00	to	\$29,000.00
5	Batting Cages	EA	2	\$12,000.00	\$24,000.00	to	\$29,000.00
				Total = \$ 244,500.00 to 294,000.00			

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**SCOREBOARD & PA SYSTEM**

Line Item	Item Description	UofM	Quantity	Unit Price	Range		
1	Mobilization	LS	1	\$6,000.00	\$6,000.00	to	\$7,000.00
2	Earthwork	LS	1	\$3,500.00	\$3,500.00	to	\$4,000.00
3	Scoreboard	EA	1	\$25,000.00	\$25,000.00	to	\$30,000.00
4	PA System	EA	1	\$5,000.00	\$5,000.00	to	\$6,000.00
5	Transformer/Panel Work	EA	1	\$5,000.00	\$5,000.00	to	\$6,000.00
6	Conduit and Wiring	LF	1,000	\$30.00	\$30,000.00	to	\$36,000.00
				Total = \$ 74,500.00 to 89,000.00			

**Opinion of Probable Construction Costs:**

1) Do not include soft costs, owners contingency or escalation.

2) Derived from a conceptual layout only. Architectural and engineered drawings and specifications shall be prepared for more accurate Opinion of Probable Construction Costs.

3) Derived from assumed utility connections outside of the property boundary. This Opinion of Probable Construction Costs assumes all points of connection generally feasible without major upgrades.

**DISCLAIMER:** In review of this Opinion of Probable Construction Cost, the Client understands that the Consultant has no control over the availability of labor, equipment or materials, market conditions, or the Contractor's method of pricing. This Opinion of Probable Construction Cost is made on the basis of Consultants professional judgement and experience. The Consultant makes no warranty, expressed or implied, regarding the ultimate bids or negotiated cost of the Work.



Jan 17, 2024 - 1:47pm jschmitzerle Y:\17500\17586 CITY OF ROGERS CROW RIVER HEIGHTS PARK\_06 LA\_01 CAD files\17586\_c\_base.dwg Xref Filename: \17587\_titleblock\

- LEGEND
- 850

851
- PARK BOUNDARY

INDEX CONTOUR

INTERMEDIATE CONTOUR

CROW RIVER

PARK DRIVE

0 20' 40'



1 SEESAW



2 STANDARD ARCH SWINGS, 2 SEATS



- 3 CONCRETE CURB BORDER AND ENGINEERED WOOD FIBER FALL MATERIAL
- 4 GRAVEL TRAIL
- 5 PARK BENCH
- 6 SCENIC RIVER OVERLOOK  
- SELECTIVE TREE REMOVALS FOR VIEWS TO RIVER



ANDERSON

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Anderson Engineering of Minnesota, LLC

## CROW RIVER HEIGHTS PARK IMPROVEMENTS

15150 PARK DRIVE

CITY OF ROGERS

### REVISION LOG

NO.	DATE	DESCRIPTION OF REVISIONS

### CONCEPT DESIGN

01/31/2024

DESIGNED: JDL	DRAWN: JRS	CHECKED BY: JDL
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### DRAWING TITLE

CONCEPT SITE PLAN

DRAWING NO.

C1

PLOTTED:  
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COMM. NO.  
17587



## CROW RIVER HEIGHTS PARK IMPROVEMENTS PROJECT

Rogers, MN

Opinion of Probable Construction Costs

January 31, 2024

Line Item	Item Description	UofM	Quantity	Unit Price	Range
1	Mobilization	LS	1	\$ 6,000.00	\$ 6,000.00 to \$ 7,000.00
2	Erosion Control / Protection	LS	1	\$ 2,500.00	\$ 2,500.00 to \$ 3,000.00
3	Remove and Dispose Equipment and Border	LS	1	\$ 5,000.00	\$ 5,000.00 to \$ 6,000.00
4	Clear & Grubbing	LS	1	\$ 5,000.00	\$ 5,000.00 to \$ 6,000.00
5	Gravel Trail	SF	2,000	\$ 2.50	\$ 5,000.00 to \$ 6,000.00
6	Arch Swing	LS	1	\$ 5,000.00	\$ 5,000.00 to \$ 6,000.00
7	Seesaw	LS	1	\$ 5,000.00	\$ 5,000.00 to \$ 6,000.00
8	4" Drain tile	LF	200	\$ 10.00	\$ 2,000.00 to \$ 2,400.00
9	Geotextile	SY	170	\$ 3.50	\$ 595.00 to \$ 1,000.00
10	12" Engineered Wood Fiber	CY	60	\$ 50.00	\$ 3,000.00 to \$ 4,000.00
11	Curb and Gutter	LF	165	\$ 45.00	\$ 7,425.00 to \$ 9,000.00
12	Class 5 Aggregate Base	TON	14	\$ 50.00	\$ 700.00 to \$ 1,000.00
13	Bench	EA	2	\$ 3,000.00	\$ 6,000.00 to \$ 7,000.00
14	Topsoil	CY	50	\$ 75.00	\$ 3,750.00 to \$ 5,000.00
15	Seeding	SF	4,000	\$ 1.25	\$ 5,000.00 to \$ 6,000.00
				Total = \$	61,970.00 to \$ 75,400.00

### Opinion of Probable Construction Costs:

1) Do not include soft costs, owners contingency or escalation.

2) Derived from a conceptual layout only. Architectural and engineered drawings and specifications shall be prepared for more accurate Opinion of Probable Construction Costs.

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**REQUEST FOR ACTION  
PARK BOARD**

**Meeting Date:** February 8, 2024

**Agenda Item:** No. 8.1

**Subject:** Parks and Recreation Advisory Commission Correspondence and Staff Update

**Prepared By:** Mike Bauer Parks and Recreation Director

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**ATTACHMENTS:**

Description

PRAC Coorispondence

February Staff Update



## Correspondence

**From:** Ryan Wilson  
**Sent:** Wednesday, January 31, 2024 4:15 PM  
**To:** Mike Bauer <[mbauer@rogersmn.gov](mailto:mbauer@rogersmn.gov)>  
**Cc:** Wilson, Ryan and Ashly  
**Subject:** Park Behind House - Rachael Drive , Rogers

Hi Mike,

My name is Ryan and my family recently moved into 12517 Racheal Dr in November. You can imagine our surprise when we had 3 city workers in our yard Monday morning telling us that all the trees in our backyard were being removed for a city park.

We were surprised and unhappy to learn of this development. We have a newborn at home and have safety concerns about a park going in literally in our back yard. I'm reaching out to see what the city will do as far as creating a barrier between us and the park? We had been looking at chain link fencing (that the hoa would allow), but we now feel a privacy fence and/or trees to provide a barrier between our yard and the park is necessary.

Please let me know if we can work together on this so everyone is happy.

Best,

Ryan

**From:** Mike Bauer <[mbauer@rogersmn.gov](mailto:mbauer@rogersmn.gov)>  
**Sent:** Thursday, February 1, 2024 9:35 AM  
**To:** Ryan Wilson  
**Cc:** Wilson, Ryan and Ashly; Andrew Simmons <[asimmons@rogersmn.gov](mailto:asimmons@rogersmn.gov)>  
**Subject:** RE: Park Behind House - Rachael Drive , Rogers

Hi Ryan,  
Thank you for contacting me; I will do my best to see what can be done. I will be passing along your concerns to our Parks and Recreation Advisory Commission including the liaisons to the City Council.



First, I was under the impression that the tree clearing was staying ten feet from the property and only on city land; please let me know if that is not the case.

I am sorry that this is how you discovered the park was going in; the Parks and Recreation Advisory Commission has been working on this park plan with the developers since 2021. I am also contacting the local Lennar office to see if they have a copy of the park plan; I know that we have through our Public Works, and Planning Departments. When you purchased the home, were you given any indication of the future of the property behind it? I only ask because I want to make sure people are getting accurate information and to avoid situations like this in the future.

Before moving forward, scheduling a meeting to talk about options in more detail would be helpful. This way, we can better understand your needs and work towards a solution. Let me know some dates that work and we will set up a time to meet.

Thank you,



Parks and Recreation Director

**Mike Bauer**

[mbauer@rogersmn.gov](mailto:mbauer@rogersmn.gov)

22350 S. Diamond Lake Rd. Rogers, MN 55374

[RogersMN.gov](http://RogersMN.gov)

Office: 763-428-0974

**From:** Mike Bauer <[mbauer@rogersmn.gov](mailto:mbauer@rogersmn.gov)>

**Sent:** Monday, February 5, 2024 10:41 AM

**To:** Ryan Wilson

**Cc:** Wilson, Ryan and Ashly; Andrew Simmons <[asimmons@rogersmn.gov](mailto:asimmons@rogersmn.gov)>

**Subject:** RE: Park Behind House - Rachael Drive , Rogers

Hi Ryan,

Please let me know when you would be able to meet. Next week may be tough but the week after looks better for me.

I am not sure if it helps but Territorial Park is considered a Neighborhood Park rather than a Community or Destination Park. This means that it is meant to serve people ¼ to ½ mile away. Generally there is little to no programming in Neighborhood Parks and the picnic shelter usually is big enough for one or two tables, and not a reservable picnic pavilion.

Thank you,



Parks and Recreation Director

**Mike Bauer**

[mbauer@rogersmn.gov](mailto:mbauer@rogersmn.gov)

22350 S. Diamond Lake Rd. Rogers, MN 55374

[RogersMN.gov](http://RogersMN.gov)

Office: 763-428-0974

Hi Mike,

I appreciate the explanation. All we've had to go on is the map of the park and pictures which show a large park and structures on our property line.

The following week should be fine. Let me know a couple of times that would work for you and we get something on the calendar. Will this be in person, virtual, or phone call?

Thank you for your continued help on this matter.

Best,

Ryan

---

**From:** Mike Bauer

**Sent:** Thursday, January 25, 2024 10:53 AM

**To:** [asimmons@rogersmn.gov](mailto:asimmons@rogersmn.gov)

**Subject:** Walker Park

A resident Near Walker Park called with concerns about the path maintenance. Their assertions are:

1. There have never been paths that close to homes in the park. (Do we have any record of this type of work in the past.)
2. There have never been woodchips on the paths.
3. Is there a plan for the locations of the pat?
4. What effects will this have on wildlife? Were there any impact studies?

They would like to talk to someone tomorrow if possible.

Brian Gilmore  
Carol Gilmore

13198 GRAY FOX TR

ROGERS MN 55374

**From:** Mike Bauer <[mbauer@rogersmn.gov](mailto:mbauer@rogersmn.gov)>

**Sent:** Thursday, January 25, 2024 12:43 PM

**To:** Andrew Simmons <[asimmons@rogersmn.gov](mailto:asimmons@rogersmn.gov)>

**Subject:** RE: Walker Park

Exemptions from an environmental review <https://www.revisor.mn.gov/rules/4410.4600/>

Subp. 18.

**Agriculture and forestry.**

The following projects are exempt:

- A. Harvesting of timber for maintenance purposes.
- B. Public and private forest management practices, other than clear-cutting or applying pesticides, that involve less than 20 acres of land.

Subp. 27.

**Recreational trails.**

The projects listed in items A to H are exempt. For purposes of this subpart, "existing trail" means an established corridor in current legal use.

- A. Rerouting less than one continuous mile of a recreational trail if the reroute is necessary to avoid sensitive areas or to alleviate safety concerns. Multiple reroutes on the same trail must be treated as independent projects, except that where the cumulative length of currently proposed reroutes exceeds one mile on any five-mile segment of trail, as measured along the rerouted trail, those reroutes are not exempt.
- B. Reconstructing, rehabilitating, or maintaining an existing trail involving no changes in designated use.
- C. Constructing less than one continuous mile of trail for use by snowmobiles or cross-country skiers.
- D. Constructing a trail for winter-only use across agricultural land or across frozen water.
- E. Designating an existing trail for use by snowmobiles or cross-country skiers.
- F. Constructing or rehabilitating a nonmotorized trail within the Twin Cities Metropolitan Regional Park System.
- G. Paving a trail located on an abandoned railroad grade retired in accordance with Code of Federal Regulations, title 49, part 1152.
- H. Adding a new motorized use to an existing motorized trail or trail segment where the trail is located only on an abandoned railroad grade retired in accordance with Code of Federal Regulations, title 49, part 1152.



Parks and Recreation Director

**Mike Bauer**

[mbauer@rogersmn.gov](mailto:mbauer@rogersmn.gov)

📍 22350 S. Diamond Lake Rd. Rogers, MN 55374

[RogersMN.gov](http://RogersMN.gov)

Office: 763-428-0974

Hi Brian,

Please take a look at the attached pictures from yesterday. The first one is a screenshot from the Hennepin County GIS page showing the property lines, and the blue dot is my location at the closest point on the trail to your home. The other two photos show segments of the trail with and without woodchips. Please let me know if you have any other questions.

Thank you,



Parks and Recreation Director

**Mike Bauer**

[mbauer@rogersmn.gov](mailto:mbauer@rogersmn.gov)

📍 22350 S. Diamond Lake Rd. Rogers, MN 55374

[RogersMN.gov](http://RogersMN.gov)

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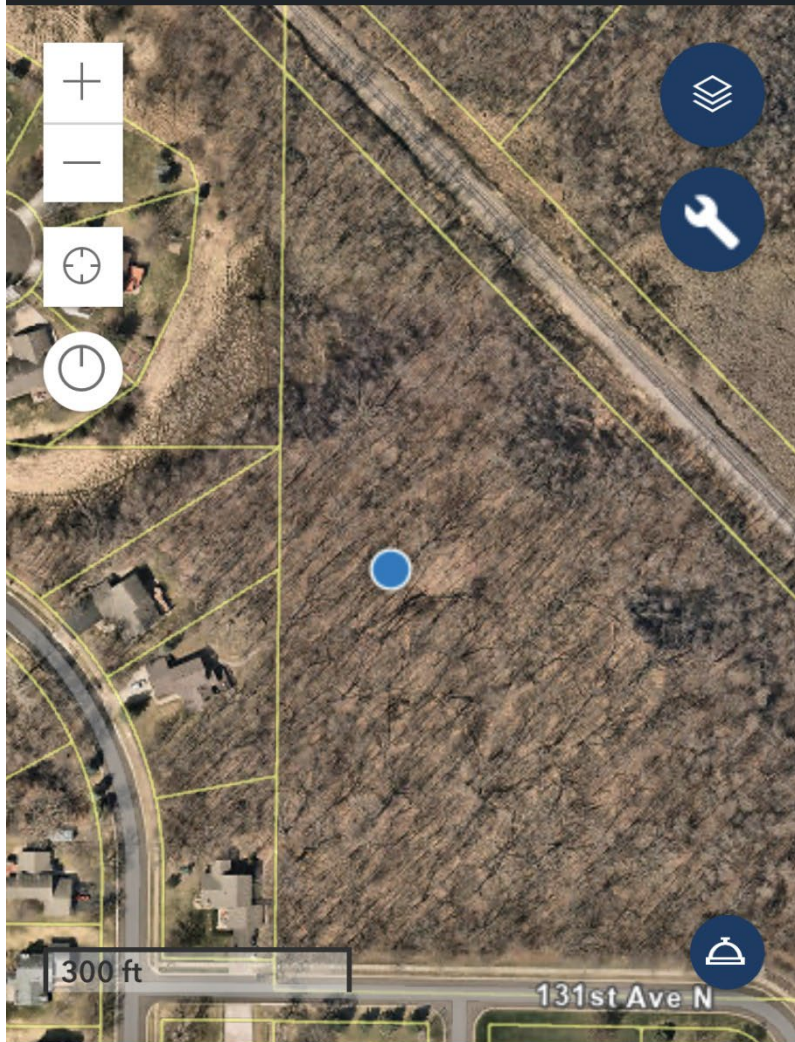


2:07

5Gw



# Property Map



View Search

AA gis.hennepin.us



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**To:** Mike Bauer <[mbauer@rogersmn.gov](mailto:mbauer@rogersmn.gov)>

**Subject:** Form Submission - Contact Recreation Department - What is happening at Walker Park?

Sent via form submission from [City of Rogers, MN](#)

**Name:** Courtney Brown

**Subject:** What is happening at Walker Park?

**Message:** What is happening at Walker Park? Is the city putting trails in?

Hi Courtney,

Thank you for the e-mail. Several maintenance projects took place in Walker Park over the past few weeks.

On the East end of the park near the townhomes, several ash trees were overhanging the townhomes, and those were removed. The HOA removed the trees on private property adjacent to the park at their expense.

In the park, a contractor cleared the trails, which has been a common practice every few years since 2012, if I remember correctly I was not directly involved the park system at that time. I know for sure the last time it was done was in 2017. This practice included clearing the ground and any trees that had fallen on or over the trail. Since so much mulch was available from the tree removal, the parks department spread the woodchips on most of the trail. Lastly, they cleaned out/replaced some culverts in the park.

I believe all of the work to be substantially complete in the park.

Please let me know if you have any questions.

Thank you,





Parks and Recreation Director

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**Mike Bauer**

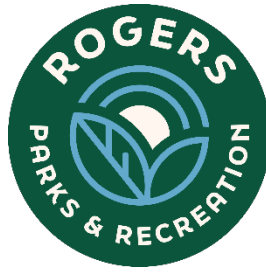
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[mbauer@rogersmn.gov](mailto:mbauer@rogersmn.gov)

*22350 S. Diamond Lake Rd. Rogers,  
MN 55374*

*RogersMN.gov*

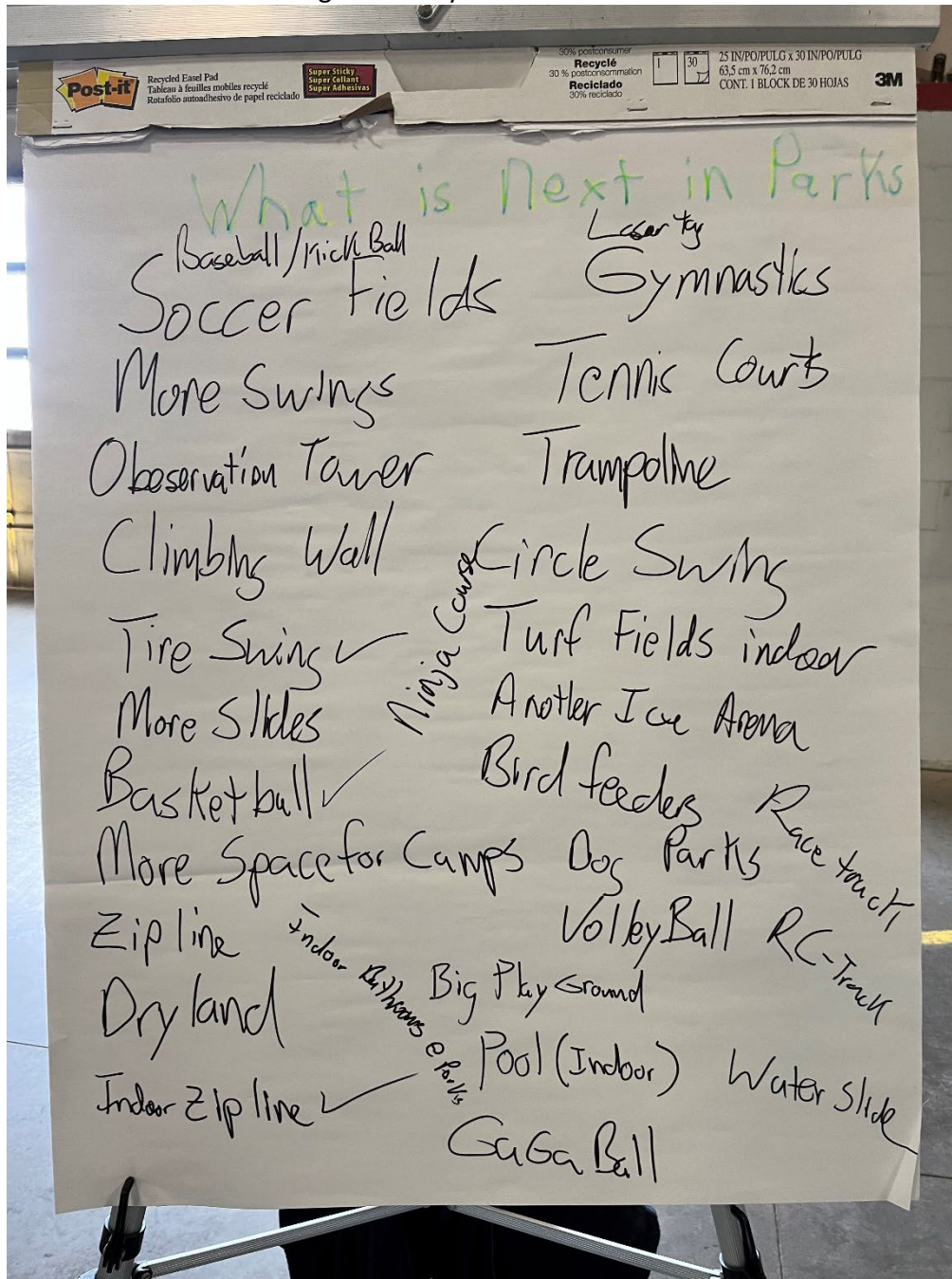
*Office: 763-428-0974*



## Staff Updates

### Hassan Elementary Government Day

Every Year at the Fourth Grade Government Day, I ask the kids at the end of the session what they would like to see in the Rogers Park System here is the list from 2023:



## Kitchenette

This week, the Capital Outlay Project Activity Room Kitchenette was completed. This week, the renters have already enjoyed using the counters and sink. For the year, there are 280 events currently on the schedule, we are rapidly approaching the pre-pandemic level of reservations.



## Emergency Elevator Repair

After having periodic brief entrapments in the elevator at the Activity Center and no longer being able to secure the proper contractors for the elevator, an emergency repair was made to get the elevator working. This vital piece of equipment opens up the seating area and the activity room to all community members. The cost of the repair is estimated at \$5,989.

## Community Rooms

The Event Center is thriving and averages 30+ phone calls and emails regarding rentals and facility questions per week. We were able to get the architectural windows tinted to help with the sunlight glare and frosted the glass surrounding the Conference room to add a level of privacy. The Event Center was used for 137.5 hours in November, bringing in \$8,255.00 in rental revenue.



The Community Room has paused accepting additional public rentals due to the expanded days for in-person voting and possible senior programming during the Duffy development demolition and construction. It still averages 10+ phone calls & emails inquiring about availability per week. Staff will seek guidance on the viability of the building being used for internal (City) use only more details will follow. The CR was used for 232.5 hours (195.5 hours for City/Internal use) in November, bringing in \$1,220.00 in revenue. The refrigerator & freezer has recently been replaced due to a compressor failure. The ice machine is original with the building and



recently needed the coolant recharged. We hope to continue to monitor it and get more life out of it, but we should begin planning to purchase a new unit. The dishwasher was repaired this summer as the draining mechanism was broken, creating a large puddle on the kitchen floor. It was also apparently home to a family of mice that the repair service evicted for us free of charge.

### **Senior Programming**



Thanksgiving Celebration Lunch for our 55+ crowd. A survey on senior programming was conducted over October & November—results are being compiled and will be available with the next update.

### **Senior Center**

Recreation staff plans out the activities months in advance, and in October, we were working towards a December 1 exit from the current Senior Center Building. In mid-November, programs were moved to the Community Room to give staff time to move out of the existing Senior Center. On December 8, after the move, Duffy Development informed staff that additional stormwater structure costs and overall construction bids had required the developer to re-evaluate their estimated costs and revenues to bring them in line with something reflecting a profitable project. This means they must push off their closing with the City until roughly February or March. Duffy is still spending money on engineering, mold, and asbestos testing, showing they are not abandoning the project.

Teresa is working with the City Clerk on a plan to have the senior programming coexist with the mandated 140 days of in-person voting in 2024.

### **SCP Hockey Boards**

Just in time for the December thaw the boards arrived for South Community Park:



## Community Tree Lighting

We had our busiest tree-lighting event ever on Friday, December 1. Several hundred people were in attendance, and many more came for a craft, horse-drawn trolley ride, hot chocolate, visit with Santa, and left. We had anticipated a 20% increase in s'more supplies, and we were out in record time. Staff have already begun planning for logistical changes for 2024 for this popular community event.





## Skate with Santa

On Sunday, December 3, Skate with Santa was held at the Activity Center; 79 Hot Chocolates were served to the participants. The Hot Chocolate topping bar was a hit with the kids and adults. We ran out of whipped cream but there were marshmallows and sprinkles for all!



## Upcoming Events:

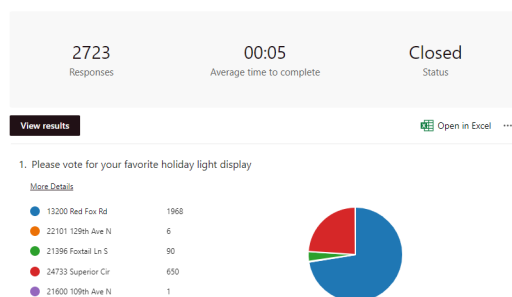
- Skating schedules: <https://www.rogersmn.gov/publicskating>
- DECEMBER HOLIDAY PARTY Thursday, Dec 21, starting at 10:30a Community Room  
Lunch is \$5 (pre-register as usual). Wear your most festive sweater and join us at 10:30am as we enjoy the merry musical stylings of Mark & Jill Winger. They are a local couple who enjoy having fun and performing their music and trivia! They are performing for free, so if you can, they are collecting cash donations to say "Thank You!". A ham dinner will be served at noon, complete with holiday dessert & coffee. Be sure to pre-register as usual for the dining program.



## Holiday Light Contest

- 5 total participants. Low numbers but this is the first year. Look for additional ways to advertise and grow next year.
  - 2023 advertised in Community Ed brochure, City Newsletter, website, and Facebook page.
- Voting 12/9/23-12/17/23. Created a google map and posted voting poll on website.
- 2,723 votes. Voting via Microsoft Forms could not be set to one response per person, we could try Google Forms next year but you need to have a Google account to use that so it may exclude some voters.

2023 Rogers Holiday Light Contest Poll



## Outdoor Ice

Trying to get a start on the outdoor rink season, the Parks Department started to flood the rink at the RAC. The forecast does not look like a very good outdoor ice season. Staff has added indoor open skate and open hockey over the school holiday break to try to fill the void.

### Sledding Hill

All we need is snow at the sledding hill by Hassan Elementary. The light pole was installed at the top of the hill; once it starts to snow, we will program the light to turn on each night until 10 pm.



### Seniors Pickleball

Date	Number of Participants	Revenue
11/3/23	12	\$60
11/10/23	18	\$90
11/17/23	15	\$75
11/24/23	No pickleball – Black Friday	
<b>Total</b>		<b>\$225</b>

### Seniors Pickleball

Date	Number of Participants	Revenue
1/5/24	19	\$95
1/12/24	18	\$90
1/19/24	17	\$85
1/26/24	13	\$65
<b>Total</b>	<b>67</b>	<b>\$335</b>

### Learn to Skate



<b>Class</b>	<b>Number of Participants</b>	<b>Revenue</b>
Snowplow Sam 1	61	\$ 4,209
Snowplow Sam 2	42	\$ 2,898
Snowplow Sam 3	20	\$ 1,380
Snowplow Sam 4	3	\$ 207
Basic Skills 1	44	\$ 3,036
Basic Skills 2	23	\$ 1,587
Basic Skills 3	10	\$ 690
Basic Skills 4	0	\$ -
Hockey 1	16	\$ 1,104
Hockey 2	10	\$ 690
Hockey 3	8	\$ 712
Hockey 4	0	\$ -
<b>Total</b>	<b>237</b>	<b>\$ 16,513</b>

- 7 of the 12 classes hit capacity, with 5 of those 7 exceeding capacity.
- Participation is doing just as good as when Community Ed handled registration. In January 2023 registration numbers were at 223.
- A few families need assistance navigating the registration website as to be expected, however an estimated 95% of families register with no issues.

### **Community Ed Brochure**

Programming information for April-August 2024 was sent in to Community Ed for their Summer brochure. Programs included:

- Men's Summer Softball
- Step To It Challenge
- Roger's Farmer's Market
- Entertainment in the Park
- Summer Arts and Crafts Fair
- Movies in the Park/Movie in MY Park
- Family Fun Day Carnival
- Arena Walking
- Adult & Pond Hockey
- Open Skate/Glow-N-Skate/Special Event Skating
- Learn to Skate

### **Adult Summer Softball**

Mondays and Tuesdays 5/6/24-8/13/22 (skip Memorial Day and Fourth of July weeks).

- Sent in field request
- Preparing registration pages
- Contacted umpires (TRUA)

### **Farmer's Market**

Spoke with Kristen Scott to determine best way to handle vendor registration via Finnly. Ticket for update has been sent into helpdesk.

- On the Farmers Market page of our website there will be a digital form to fill out with all of the questions that were on the paper copy of the application. No download/print necessary.
- Interested vendors fill out the form and it will be emailed to staff for approval.
- Once they're approved an account will be created for them in our system.
- After the account is created staff will assign the Farmer's Market fee and vendors will receive an email that they've been approved along with instructions on how to pay via credit card/check/cash.

### **Birthday Party Packages**

Working to create an optional Birthday Party Add-On for LCP rentals.

Add-On would potentially include:

- Disposable tablecloths
- Paper plates, forks, napkins, and cups
- Ice cream tokens for the ice cream cart
- Use of bases, tee, whiffle ball and bat, and/or kickball

Need to decide how we will get these items to the renter: pick-up prior to event or lockbox at the facility?

Pricing for group (parties of 20, 60, 100, etc) or per person cost.

### **Food Truck Festival**

Putting together an event proposal for a Food Truck Festival to be held in September.

- Using [www.mnfoodtruckassociation.org](http://www.mnfoodtruckassociation.org) to gather information and inspiration.
- Food truck festivals are held in Hopkins in June, St. Paul in July, and Anoka in August.
- Considering September while it's still nice enough to be outside but not in our busy season/competition with established Food Truck Festivals.
- Full event proposal to come.

### **Seniors Shop Rogers Bus is Returning**

Before COVID, a dedicated volunteer ran the "Thursday Bus" or the Seniors Shop Rogers Bus with financial support from the Rogers Lions Club. Staff is working to coordinate the program's return, hoping to get it started and turn it over to be volunteer-run again. In the past, there were pickups at Word of Peace and several senior housing developments, shuttling the seniors to and from local businesses. Additional volunteers would help with grocery bags at the stores and while loading and unloading the bus. While we do not have an exact start date, we anticipate it to be up and running by the end of January or the beginning of February. Please stay tuned for an announcement on logistics and an official start date. There has been interest in the program from a participant and volunteer perspective; however, they need assistance re-establishing it. The Rogers-Hassan Senior Friendship Group has funds donated by the Lions to re-establish the program. This important program helps our seniors live independently and remain active, encourages social interactions, and supports local businesses.

## **RAC Concession Sales**

2023 was the busiest year for concessions sales at the RAC. Our point-of-sale report indicates that we had gross sales of \$126,790. 2022 was the previous high mark of \$102,270; before COVID, the high sales were \$83,378. The higher sales can be attributed to successful teams on the ice bringing in larger crowds, appropriate product pricing, and concessions staff efficiency in serving our customers. Our top-selling item in 2023 was popcorn, with 6,557 units sold, which is also one of our highest profit margin items.



## **RYHA Fundraising Feasibility Study**

Parks and Recreation Director Bauer will participate today in the RYHA Fundraising feasibility study. One of the most important tasks right now that the team will be working on is identifying around 50 people that Fox Advancement can contact for a 1:1 interview. We will review the process and timeline on Friday and then dig into the case for support. Fox will then schedule weekly working meetings with one or two people from this group.

## **Senior Programs**

December was a busy month for the Senior Programs. We moved from the Senior Center on Main Street and are still settling into the space at the Community Room.

There has been abundant positive feedback on the physical space, especially on the ability to have dining and programs in the same building. We served 215 meals in December.

December was quiet on the trips and programs because of our relocation. Still, we had a successful Jammers session, Holiday Party with live music, and Book Club Movie Party among the usual daily programming.

## **Proposed PUC Changes to the Community Solar Subscription**

In 2016, the City Council entered a US Solar Fixed Rate Subscription Agreement. A solar subscription project consists of, in our case, a government entity subscribing itself to the energy produced by a Community Solar Garden. This solar garden is built and owned by a private Community Solar Garden Operator in Hennepin County or an adjacent county (ours are all in Wright County). The benefit to the city is compensation for its share in the community solar garden by Xcel Energy in the form of credit on the utility bill. The city is subscribed to 1400 kW, expected to produce approximately 2,305,600 kWh, 66% of the annual electricity the City of Rogers used in 2016. Essentially, we were locking in our electricity rates for 25 years, which would be an estimated savings of \$4,274,713. These savings are subscribed to the Activity Center, Community Room/Fire Station 1, Police Department, RWAS, Public Works/City Hall, and a few higher-use wells and booster stations.

In May 2023, the Legislature revised the state's Community Solar Garden ("CSG") program. The Legislature closed the existing "legacy" program to new participants while directing the Department of Commerce to administer a new CSG. In December 2023, the Public Utilities Commission issued an order implementing legislatively directed changes to the program. In its order, the Commission addressed several program implementation issues and directed Xcel to review and update all tariff pages associated with the solar garden program within 30 days. It was in December 2023 when staff learned of potential changes to the program. The changes in the program would limit the savings to \$1,501,135 over 25 years a difference of -\$2,773,577. Since our subscription was a fixed-rate subscription we would still realize significant savings.

Some of the other subscribers have subscriptions that escalate over the duration and would change the subscription from a net savings to a net loss. <https://www.startribune.com/minnesota-community-solar-proposed-changes-could-cost-cities-schools-millions/600337687/>

Several municipalities, counties, school districts, and universities have led the efforts to minimize the impacts of a change so early in the life of the contract. Parks and Recreation Director Bauer drafted the attached letter to comment on the proposed changes by the PUC.

### **Missed a Resurface**

For the first time in the seventeen years of making ice at the Activity Center, we missed a resurface due to an equipment malfunction. For the past month, staff have been working with a battery malfunction with the Zamboni ice resurfacer manufacturing company. The problem seems to be with the communication between the battery and the machine. The incident happened when the machine would not turn on for a resurface during a boy's high school game. We can get a rental machine within a couple of hours; however, when your business measures time in minutes, there is little room for error. Staff have been in contact daily with the technicians and engineers at Zamboni. The machine is operational but a permanent solution has not been identified.

### **Wedding and Events Fair**

The 2nd Rogers Wedding Fair will take place on 2/17/24 at the 21st Century Bank Event Center from Noon-3:00pm.

- Currently, 16 vendors are registered, plus Rogers Parks and Rec to promote the Event Center, and Rogers Wine and Spirits at the bar makes 18.

- Still reaching out to vendors, specifically dinner caterers, florists, formal wear, and planners, as the areas that could use more representation.

- Advertised in the Community Ed brochure, city website, and the city Facebook page. Emailing upcoming Event Center renters as well to advertise the event and invite their vendors.



## **Wedding & Events Fair**

Attend the Rogers Wedding Fair to find your perfect DJ, caterer, florist, photographer, venue, and more! Talk to vendors in person to find the best fit for your occasion, and get inspiration and suggestions to make your wedding perfect.

Vendors register at [www.rogersmn.gov/wedding-fair](http://www.rogersmn.gov/wedding-fair)  
Free public admittance

**Sat. February 17 | Noon-3:00pm**

**21st Century Bank Event Center**  
**12716 Main Street, Rogers**

### **Learn to Skate**



The winter session of Learn to Skate started with 237 skaters in the 90-minute session. Seven of the 12 classes hit capacity.



## **Community Ed Brochure**

Programming information for April-August 2024 was sent in to Community Ed for their Summer brochure. Programs included:

- Men's Summer Softball
- Step To It Challenge
- Roger's Farmer's Market
- Entertainment in the Park
- Summer Arts and Crafts Fair
- Movies in the Park/Movie in MY Park
- Family Fun Day Carnival
- Arena Walking
- Adult & Pond Hockey
- Open Skate/Glow-N-Skate/Special Event Skating
- Learn to Skate

## **Adult Summer Softball**

Mondays and Tuesdays 5/6/24-8/13/22 (skip Memorial Day and Fourth of July weeks).

- Sent in field request
- Preparing registration pages
- Contacted umpires (TRUA)

## **Birthday Party Packages**

Working to create an optional Birthday Party Add-On for LCP rentals.

The add-On would potentially include:

- Disposable tablecloths
- Paper plates, forks, napkins, and cups
- Ice cream tokens for the ice cream cart
- Use of bases, tee, whiffle ball and bat, and/or kickball

## **Rogers Business Expo**

Staff met with Mindy and Abby from i94 West Chamber of Commerce and Sara from Economic Development to discuss partnering for a Business Expo.

Brainstorm session included:

- Partnering with Lions Club as well.
- Hosting the event on a weekday to generate more business participation.
- Bringing in a draw, such as a Q&A with a community leader.
- Potentially changing the marketing to "Community Mixer" with Business Expo as the tagline.
- Reaching out to new incoming Rogers businesses or businesses with big updates coming: Broadway, Kwik Trip, brewery.

Considering 5/9 or 5/23 as an event date.

## 2024 Programming Proposal

Overview (ideas for new events are highlighted in yellow)

Month	Regular Programs	Special Events
January	Learn to Skate Winter 1	
February	Learn to Skate Winter 1	Wedding Fair
March	Learn to Skate Spring 1	
April	Learn to Skate Spring 1	
May	Learn to Skate Spring 1 Adult Summer Softball Community Gardens Open Step To It Challenge	Business Expo?
June	Learn to Skate Summer 1 Adult Summer Softball Farmer's Market Entertainment in the Park	Play Ball! Youth Baseball Clinic
July	Learn to Skate Summer 2 Adult Summer Softball Farmer's Market Entertainment in the Park	Family Fun Day Carnival
August	Adult Summer/Fall Softball Farmer's Market Entertainment in the Park Movie in the Park	Arts & Crafts Fair
September	Learn to Skate Fall 1 Adult Fall Softball Farmer's Market Movie in MY Park	Food Truck Festival
October	Learn to Skate Fall 1/2 Adult Fall Softball Farmer's Market Community Gardens Close	Halloween Carnival
November	Learn to Skate Fall 2	Daddy Daughter Dance
December	Learn to Skate Fall 2	Holiday Tree Lighting Skate with Santa Holiday Light Contest



## **Free Programs**

### **Entertainment in the Park**

9 regular programming weeks + Rockin' Rogers Days

Kickoff: Thursday 6/20/24

Wednesdays: 6/26/24-8/28/24 (no ETIP 7/3/24)

<b>Date</b>	<b>Band/Entertainer</b>	<b>Genre</b>	<b>Contacted</b>	<b>Confirmed</b>	<b>Quote</b>
6/20/24**	The Jolly Pops	Kids Band	X	X	\$700
6/26/24	Sawyer's Dream	Americana	X	X	\$900
7/10/24	Coyote Wild	Country/Rock	X		\$2,400
7/17/24	Todd Anderson	Neil Diamond Tribute	X	X	\$500
7/24/24	Mixed Nuts	Kids Comedy	X		\$895
7/31/24	Hollywood Blvd	Classic Rock			\$1,700
8/7/24					
8/14/24	Teddy Bear Band	Kids Band	X	X	\$895
8/21/24					
8/28/24					

Proposed Kids Acts:

Proposed Adult Bands:

- Wendinger Band – folk/polka
- Aces & 88's Dueling Pianos

### **Movie at Dusk/Movie in My Park**

5 weeks Fridays August 9, 2024 – September 6, 2024

First four movies at Event Center, fifth will be voted on for the park

<b>Date</b>	<b>Movie</b>	<b>Rating</b>	<b>Length</b>
8/9/24	The Little Mermaid (2023)	PG	2hr 15m
8/16/24	The Parent Trap (1998)	PG	2h 8m
8/23/24	Zootopia (2016)	PG	1h 48m
8/30/24	Spy Kids (2001)	PG	1h 28m
9/6/24	Movie In MY Park		

Proposed expenses:

- \$350 per title = \$1,750

### **CE Carnivals (2)**

Family Fun Day Carnival: July 12, 2024

Halloween Carnival and Skate: October 27, 2024

Proposed expenses:



- Cotton Candy machine rental

Details:

- Collaborate with Community Ed for both events
- Family Fun Day Carnival @ NCP
- Halloween Carnival @ RAC

### **Holiday Tree Lighting Ceremony/Skate with Santa**

Tree Lighting: December 6, 2024

Skate with Santa: December 8, 2024

Proposed expenses:

- 

Details:

- Photos with Santa, s'mores, hot chocolate
- DIY ornament making station
- Horse drawn sleigh rides
- Enter raffle to flip switch to turn lights on

### **Holiday Light Contest**

Voting December 13-22, 2024

Proposed expenses:

- \$50-\$100 prize for winner

Details:

- Rogers residents can register their homes
- Create a map and a poll for the public to vote for their favorite display

### **Play Ball! MN Twins Youth Clinic**

Proposed expenses: \$70

- Field set-up \$35/field/day

Details:

- Twins organization reaches out late winter/early spring to set up date
- Twins staff runs whole operation, Rogers city staff will be present for check in
- Advertise on Facebook and website

### **Revenue Generating Programs**

#### **Learn to Skate**

Proposed expenses: \$200

- \$200 for supplies
- Ice maintenance \$?

Proposed revenue:

- ~\$53,000

Details

- 1 Winter Session, 1 Spring Session, 2 Summer Sessions, 2 Fall Sessions
- Each session has on average 100 participants
- 764 participants in 2023

## **Community Gardens**

May 1, 2024 – October 7, 2024

Proposed expenses: \$0?

Proposed revenue: \$540-\$945

- Plot fee \$20-\$35/each

Difference: +\$540-\$945

Details

- 12 Lions Central Park plots.
- 15 Water Tower plots.
- Both areas fill quickly with returners. Expand Community Gardens to a third area?

## **Farmer's Market**

June 12, 2024 – October 2, 2024

Proposed expenses: \$0?

Proposed revenue: ~\$2,000

- One stall \$100/each
- Two stalls \$200/each

Difference: +\$2,000

Details

- 15 vendors in 2021 season, not all vendors were present every week. Average was 10-12 vendors.
- Advertise and network to get more vendors, brainstorm how to expand the market.

## **Adult Summer Softball**

13 weeks May 6, 2024 – August 12, 2024

Proposed expenses:

- 24 dozen softballs
- Umpire fees
- Field set-up \$35/field/day
- Lights \$5/field/day

Proposed revenue:

- 24 teams

Details:

- 12 Men's teams Monday nights.
- 12 Men's teams Tuesday nights (six minimum).
- Monday no issues, Tuesday is falling short of a full league. Lower league fee as an incentive to join Tuesday?

### **Adult Fall Softball**

6 weeks August 19, 2024 – October 7, 2024

Proposed expenses:

- 6 dozen softballs
- Umpire fees
- Field set-up \$35/field/day
- Lights \$5/field/day

Proposed revenue: \$6,000

- 12 teams @ \$500/team

Details:

- 12 Men's teams Monday nights.
- 5 weeks regular season, single elimination tournament to finish.

### **Pickleball League**

Details:

- North Star Pickleball Association runs all logistics, city provides the court
- 60/40 profit split
- Two summer leagues, one early summer one late summer, dates to come

### **Business Expo**

May, 2024

Proposed expenses:

Proposed revenue:

Difference:

Details:

- Partner with i94 Chamber of Commerce.
- Host on a weekday evening instead of weekend afternoon.

### **Food Truck Festival**

September 14, 2024? Too late in season?

Proposed expenses:

- Special Events permit \$825

Proposed revenue:

- Vendor fee

Details:

- [www.mnfoodtruckassociation.org](http://www.mnfoodtruckassociation.org)
- Hopkins: last Saturday in June, 50+ trucks.
- St. Paul: third Saturday in July, 60+ trucks.
- Anoka: third Saturday in August, 50+ trucks.
- These three are huge events with a live music stage, seating tents, non-truck vendors, games, porta-potties.
- Trucks parked at North Community Park in the north lot closer to the playground.
- 

### **Arts & Crafts Fair (RIP Summer Showcase)**

August 9, 2024

Proposed expenses:

Proposed revenue:

- Butt heads with Seniors Craft Fair?
- Combine forces?

### **Daddy Daughter Dance**

November 8, 2024

Details:

- 145 participants
- \$20/person

Proposed expenses: \$2,490

- DJ – Kidsdance \$600
- Catering – Center Cut \$1,600

- Tablecloths – Metro Tent Rental \$190
- Décor/Plates/Cups/Etc. \$100

Proposed revenue:

- Ticket sales @ \$20/person \$2,900
- Ticket sales @ \$25/person \$3,625

Difference:

- \$20/person = +\$410
- \$25/person = +\$1,135