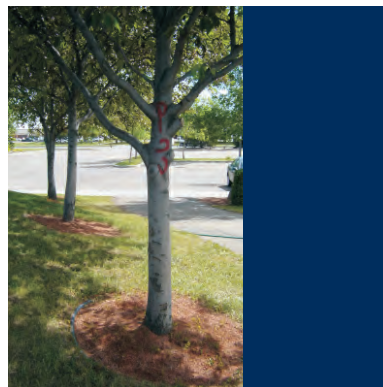


Mill Woods Sports Site

MASTER PLAN

The City of Edmonton



PREPARED FOR:
Parks, Asset Management and Public Works
PREPARED BY:
Stantec Consulting Ltd.
February 2008



ACKNOWLEDGEMENTS

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STAKEHOLDERS

Grizzlies Football Association
Edmonton and District Cricket League
Alberta Schools Cricket Association
Mill Woods Soccer Association
Little League Association
Percy Page High School
Holy Trinity High School
Mill Woods Cultural and Recreation Facilities Association
Mill Woods Presidents Council
Parks Operations

EXECUTIVE SUMMARY

Mill Woods Park has long served as a community focal point, supporting many family activities throughout the year and on special occasions. It is important that the park site receives the attention it deserves and that it generates positive feelings of ownership and pride in the community. The quality of the sport fields is very important, but the functionality of the site and the aesthetics are equally important.

The park is located on a 40 ha site in south Edmonton and contains many amenities including: two high schools and the Mill Woods Recreation Centre at the northeast corner; a large stormwater management facility and spray park at the east side of the site; and a number of sport facilities throughout the site including: ball diamonds, soccer and football fields, track and field facilities, tennis courts, a cricket pitch, and a skateboard park. A Parks operations yard and regional staging area for maintenance crews is centrally located in the park.

This study was funded by the Parks Branch of Asset Management and Public Works to assess various proposals received for development within the park, and specifically to:

- review and refine the current concept plan with input from the stakeholders
- prepare an implementation strategy including budget estimates for construction and proposed staging for improvements

The Master Plan was developed through a physical site review and a series of stakeholders meetings and open houses. Some of the key elements which will help maintain and strengthen the park's role in Mill Woods include:

- an attractive central amenity building which is shared between the various sport groups and the public which will foster pride and a feeling of ownership in the park.
- a small amenity building with public washrooms which will be a welcome addition for the many families who use the spray park
- provision of additional parking, located to serve sportfield user groups which will improve efficiency of use and help prevent congestion on the internal park road.
- expansion of the current high standard of landscaping throughout the park.
- a functional trail system which will encourage walking and cycling through the park instead of driving.

A five year time frame has been suggested for completion of the park upgrading. Full development will require a partnership between the City of Edmonton and the sport groups who use the site. The City will be responsible for all components that serve the general public and that relate to the parks operation and maintenance; the sport groups will be responsible for components which are specifically related to their own needs. Costs for components which serve both the public and the user groups will be shared. The proposed schedule is flexible and could be tightened with additional funding from the City and / or the sport groups.

The total budget estimate for completion of the Mill Woods Sports Site upgrading program in 2007 dollars is \$8,200,000. Expenditures in the five phases would be \$1,150,000 for phase one; \$1,150,000 for phase two; \$1,300,000 for phase three; \$3,400,000 for phase four; and \$1,200,000 for phase five. A more detailed breakdown of the funding allocation for each of the proposed five phases is included in the Implementation strategy section of the report, beginning on page 19.

INTRODUCTION

The Mill Woods Sports Site is a 40 ha site in south Edmonton containing many amenities for the area. Two high schools, Holy Trinity and J. Percy Page, and the Mill Woods Recreation Centre are located at the northwest corner of the site. A large stormwater management facility, which has been designed to function as a passive recreation area, occupies the eastern side of the park together with a spray park. The site is bordered by 23 Avenue to the south, 28 Avenue to the north, 66 Street to the east and Mill Woods Road to the west.



The park contains a number of ball diamonds, soccer and football fields, track and field facilities, tennis courts, a cricket pitch, and a skateboard park which are used by local sport groups, the two schools, and the general public. A Parks operations yard and regional staging area for maintenance crews is centrally located in the park. Adjacent land uses include low, medium, and high density residential as well as commercial and educational facilities.

Several of the organized sport clubs currently have lease arrangements with the City for preferential use of the site but the general public may also book the fields when available.

Sport groups with a Home Base Agreement with the City include:

- Mill Woods Little League

Sport groups with an arrangement for preferential use of the site include:

- Grizzlies Football Association
- Mill Woods Soccer Association
- Edmonton and District Cricket League
- Alberta Schools Cricket Association

Proposals have been received by the Parks Department for various developments within the park including a youth drop in centre, and specific amenities for individual sport groups. In order to assess these proposals and to ensure that further development on the site utilizes the available area efficiently, this Master Plan study was commissioned.

BACKGROUND

The park was initially designed in 1982 as a District Activity Park to accommodate various active recreational opportunities for the surrounding community see *figure 1- Original Site Development Plan*

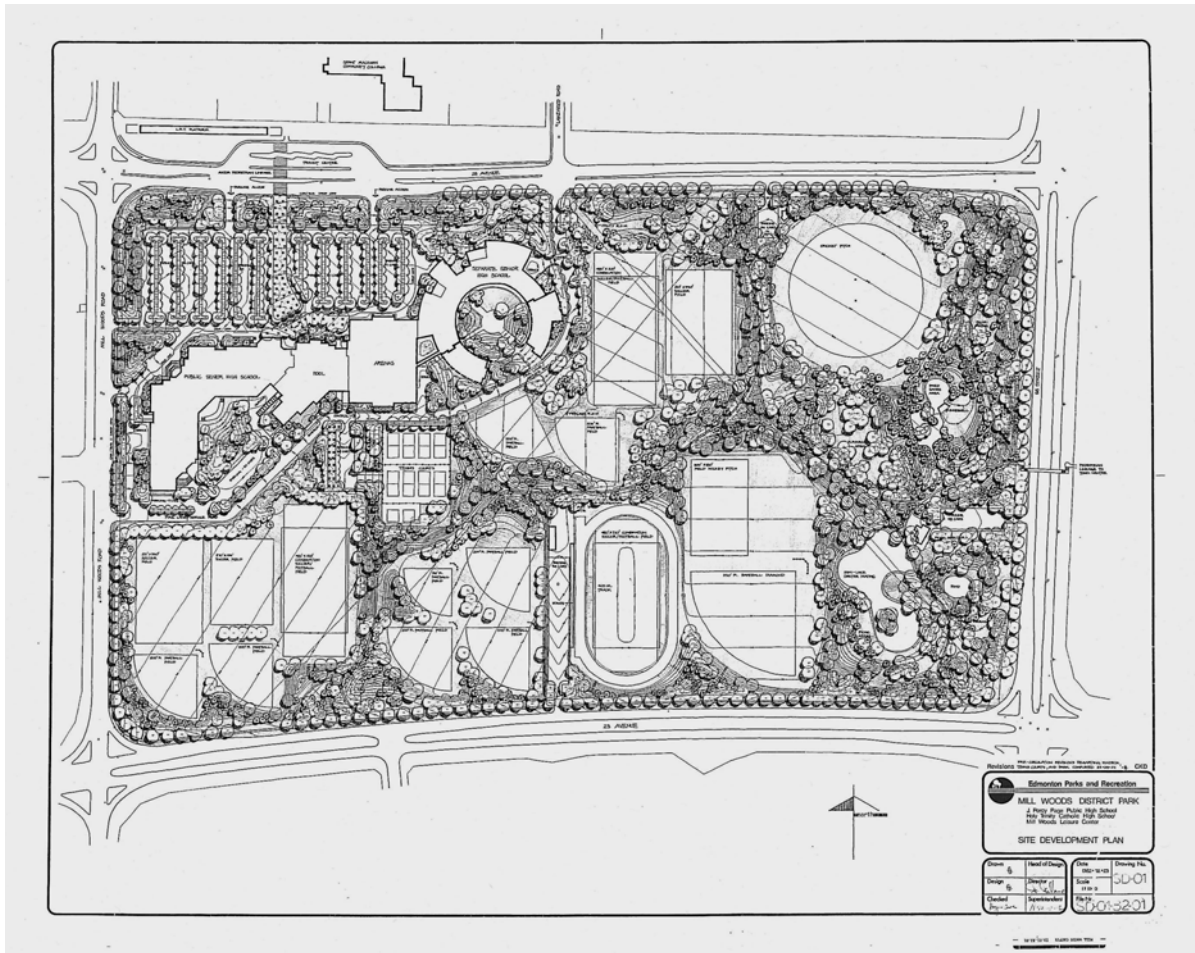


Figure 1 Original Site Development Plan

Significant changes have been made to the original plan during construction of the park, and it has been developed on a somewhat piecemeal basis. The Parks operations yard and regional grass cutting staging area was constructed in the park on a temporary basis several years ago and a skateboard area was added in 2004.

This master plan process was initiated by the City with stakeholder consultations and the development of a Preliminary Concept Plan in June 2006. Refer to *figure 2 – Concept Plan*. The full Needs Assessment Reports for each group are included in Appendix 1; a summary is included in section 3 – Program Development.

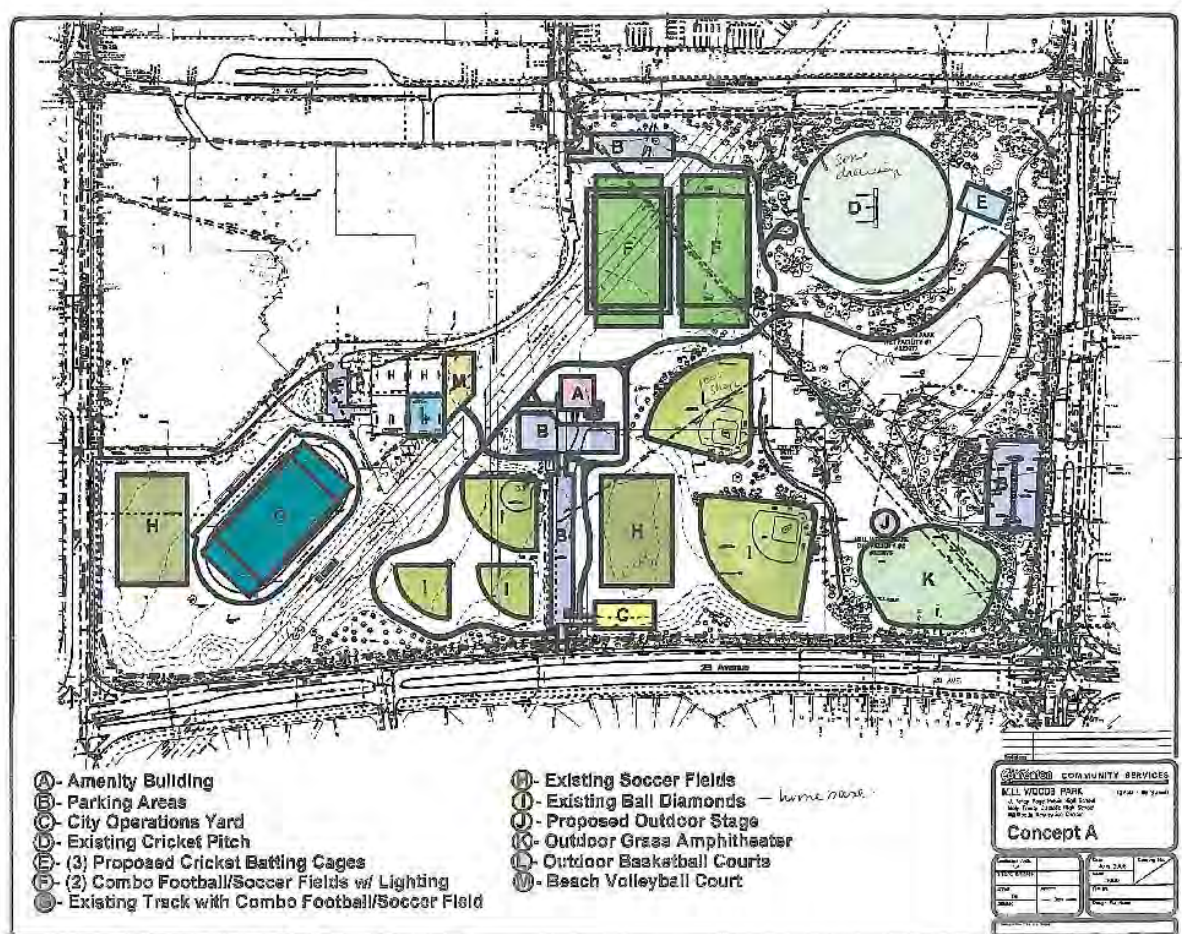


Figure 2 Concept Plan June 2006

STUDY PURPOSE

This study is being funded by the Parks Branch of Asset Management and Public Works to complete the master plan process, and specifically to:

- review and refine the current concept plan with input from the stakeholders
- prepare an implementation strategy including budget estimates for construction and proposed staging for improvements

EXISTING SITE REVIEW

Based on several site visits and interviews with site stakeholders in the spring and summer of 2007, this section summarizes information about the current conditions at the site. See *figure 3 – Existing Site Conditions (foldout plan at end of section)*

GRADING and DRAINAGE



Drainage at the site is generally very good. The site has a stormwater management facility, as shown in the photo to the left, which serves the surrounding community and also collects the majority of the drainage for the site. The remainder of the drainage is collected in catch basins. Sport fields in the park are generally well drained. Currently four fields have irrigation and another field is slated to have irrigation installed in 2008.

ACCESS and CIRCULATION

The site can be accessed from each of the four sides, and a minor internal road, which is accessed from 28 Avenue and Mill Woods Road, separates the schools and Recreation Centre from the remainder of the park. Six access points into the northwest portion of the



site service the schools and Recreation Centre parking lots. Two additional access points are provided from 66 Street at the east side of the park and from 23 Avenue at the south side. All access points are currently all directional except the 23 Avenue access.

There is good pedestrian connectivity in the east half of the site, with well lit concrete walkways as shown in the photo to the left. However, there is no connection from the east side to the schools, the Recreation Centre or the sport fields in the west half of

the site. Desire lines are prevalent; particularly worn paths linking the crosswalk on 23 Avenue to the two schools and Recreation Centre.

UTILITIES

There is one multi pipeline corridor running through the site from the southwest to the northeast. Imperial Oil (formerly Nisku Products) - has 6 pipelines within the R.O.W., three 200mm and three 250mm steel gas lines. They restrict the amount and type of construction within their right of ways allowing only minor grading (fill only) and no shrub or tree planting. Plan approval and crossing permits are required from Imperial Oil before any development can occur on or adjacent to their right of way.

LANDSCAPING and GENERAL SITE AMENITIES



Landscaping of the site was completed with the original sports field development and there are many mature trees on site. The City standard planting requirements for a District Activity Park is 70 trees per plantable hectare, equaling 959 trees for the Mill Woods site. There are approximately 1000 trees on site, which exceeds the minimum requirements; however, this planting is not evenly distributed throughout the park. While the east side is heavily treed, the west and central portion of the site are rather sparsely planted.

Site amenities in the park include picnic sites, seating and rest areas and a water play park. Most amenities are located in the east side of the park in conjunction with the stormwater management pond and the water park.

SITE SAFETY and VANDALISM

Some incidents of vandalism have been reported by user groups and by the Parks Operations group. A “Crime Prevention Through Environmental Design” (CPTED) assessment was conducted to address improving safety, usability and accessibility of the Mill Woods Sport site and is included in Appendix 2.

The basic CPTED principles of Access Control, Natural Surveillance and Territoriality can be implemented to provide a more user friendly environment. Recommendations from this report are as follows and include both physical site improvements and operational improvements. The physical improvements have been incorporated into the final Concept Plan.

- Improve access into and through site through road or trail construction to improve natural passive surveillance and police surveillance.

- Provide signage at entrance points c/w address – numbers clearly visible for emergency responders. Other signage would include information signage, (i.e. site map, 'rules of conduct', phone numbers for reporting problems, and hours of park access.)
- Provide site lighting for all internal trails and the Skateboard Park.
- Adopt a zero tolerance for graffiti, and where possible apply graffiti-off coating to structures for ease of removal if needed.
- Maintain a diligent maintenance program.
- Consider CPTED principles for any proposed new development at the site, including adequate sightlines and access to all new facilities. Clearly define public space, and private space, (i.e. storage facilities.)
- Install an additional blue phone on the site.
- Replace sub grade dugouts with surface dugouts
- Create and maintain Home Base Agreements for all sport groups.

PROGRAM DEVELOPMENT

STAKEHOLDER INPUT PROCESS

All site stakeholders were contacted by the City during the Concept Plan development in 2006 and Needs Assessments were completed by each group. To initiate this study process, individual meetings were held with each group in spring 2007 to review their needs and to discuss current and future plans. Needs and wants identified by the groups are summarized below. A stakeholder open house was held on June 21, 2007 to present the draft master plan. Copies of the 2006 Needs Assessments and all stakeholder meeting notes are included in Appendix 1.

Each of the user groups will receive an executive summary of the report and the Final Concept Site Plan.

USER GROUPS NEEDS and WANTS

Grizzlies Football Association

This club promotes football for 7 – 15 year olds. They are very happy with the location and conditions of the fields, but feel that the site would be safer for the players if it had lighting. They actively use the site from May to November, three times a week in the evenings, and weekends. They typically hold one special event each year. They have expressed an interest in pursuing a Home Base Agreement with the City. They have indicated the following desires for improvements:

- Lighting for practice fields
- Storage facility
- Expand and upgrade bleachers
- Additional parking and accessibility
- Amenity building with washrooms, concession, meeting space and storage space.

Edmonton and District Cricket League

This club promotes cricket mostly to males aged 15 – 64 years old. Their season runs from May to September. The batting cages and practice area are used during the week, and the field is used only on weekends. They typically host one major event each year. They enjoy the large field space but the lack of vehicular access to the field and frequent vandalism are concerns. They have indicated the following desires for improvements:

- Additional parking and vehicle access
- Additional cricket pitch
- Club house for storage close to field and washrooms
- Lighting for fields
- Additional batting cages
- Benches

Alberta Schools Cricket Association

This club promotes cricket for school age children and have been involved with the coaching of over 25,000 children in more than 57 schools (Elementary, Junior, and Senior High). They share the cricket pitch on the Mill Woods Sports site with the Edmonton & District Cricket League. They have indicated the following desires for improvements:

- Additional parking and vehicle access
- Additional cricket pitch
- Club house for storage close to field and washrooms
- Additional batting cages
- Irrigation
- Minor field improvements (i.e. pothole leveling)

Mill Woods Soccer Association

This club promotes soccer for males and females of all ages. They frequently use all five of the fields regularly during the week and on weekends from May to September. They host an annual tournament every May long weekend. The association enjoys the central location of the site and the number of fields allows for consistent games times and days, however, one more field would be extremely useful. They have indicated the following desires for improvements:

- More large sized fields (they can accommodate the smaller size within the larger ones)
- Additional parking
- Amenity building with washrooms, concession and office and storage space

Little League Association

This club promotes baseball to boys and girls of all ages. This group hosts one annual tournament every year. They enjoy the centralized site but they have indicated the following desires for improvements:

- Additional parking and access
- Expansion of their fencing to protect spectators from foul balls
- Amenity building for washrooms, storage and club meetings
- Additional batting cage

Percy Page High School

The school uses the basketball courts, tennis courts, football fields, track and inner field, as well as the baseball field for physical education classes and the students of this high school enjoy the skate park outside of school. The school has requested the following improvements:

- Additional Basketball courts next to the skate park
- Additional tennis courts (require 6 courts in total)
- Maintenance for long jump pits

Holy Trinity High School

The school uses a variety of the fields and courts during school hours and until 6pm weekdays including the tennis courts, baseball diamonds, track, soccer fields, and football fields. They have indicated the following as desirable site improvements:

- Additional tennis and basketball courts
- Practice wall near tennis courts
- Additional parking
- Maintenance on the long jump and triple jump pits

MCARFA and MWPC

MCARFA (Mill Woods Cultural and Recreation Facilities Association) and the MWPC (Mill Woods Presidents Council) represent residents of Mill Woods and the Meadows. They do not utilize the sport fields directly but organize the Canada Day celebrations at the site and work towards providing facilities and activities for youth in the community. They were responsible for fund raising and construction of the skate park. They have indicated the following desires for improvements:

- Relocation and reduction of the maintenance yard
- Lighting for skate park
- Storage facilities
- Additional parking and access
- Access to water for drinking
- Additional trails
- Office space

Parks Operation

Parks operation currently uses this site to stage regional grass cutting crews, and for storage of wood chips and shale. Staff is onsite 7 days a week from May to September. A variety of equipment is hosed onsite including trucks, mowers, water trucks, and dump trucks. Desirable site improvements include:

- Additional access through site for maintenance and security
- Amenity building for washrooms, storage, first aid station and offices
- Additional parking
- Paved parking
- Bulk Storage bins for landscape materials

PARKING NEEDS

A large parking lot in the northwest corner of the site serves the two schools and the Recreation Centre, two lots south of Percy Page School serve the school, and a parking lot accessed from 66 St on the east side serves the spray park. Elsewhere throughout the park there are approximately 125 parking stalls onsite with distribution as follows:

- 80 in the gravel parking lot south of the maintenance area accessed from 23 Avenue
- 25 in the parking lot adjacent the skate park accessed from the recreation center roadway
- 20 along the roadway close to Holy Trinity High School, accessed off 28 Avenue

Lack of parking has been an issue with most users of the site.

Each group identified current parking requirements for regular site use and for special events as follows:

	<u>Daily Needs</u>	<u>Special Event Needs</u>
Cricket	50-60	
Soccer	30	150
Baseball	80-100	
Football	100	
Parks Operation	20-30	
MWPC		10,000+

Total current daily needs would be well served by 350 stalls. The largest event requirement is for 10,000 stalls which could be provided by a combination of permanent stalls, designated overflow parking areas, and park and ride systems and adjacent parking lots at Mill Woods Town Centre and Grant MacEwan Campus.

AMENITY BUILDING NEEDS

All groups were requested to provide input into appropriate uses for an amenity building. All groups indicated that more and improved washroom and storage facilities were the highest priority. Other desires were:

- Accessible by vehicles
- Storage
- First Aid Station
- Change rooms for 40
- Washrooms and Showers
- Office Space
- Meeting rooms
- Multi-purpose room
- Kitchenette/Concession Area
- Centralized location

MASTER PLAN

The Mill Woods Sport Site Master Plan includes many proposed improvements to address specific needs and desires of the sport groups, and also proposes general site upgrades to create an attractive district activity park. The intent is to provide a functional site for the sport users, their families, spectators, and the general public. *See figure 4 – Mill Woods Sport Site Concept Plan (foldout plan).*

Several layout options were explored in the development of the final plan. Alternatives for location (and number) of amenity buildings and for some sport field relocations were reviewed. Three options were presented to the Mill Woods Steering Committee on May 31, one was chosen for refinement and presentation to the stakeholders. A draft plan was reviewed with stakeholders in June and July of 2007 and received general support.

The site layout has not changed significantly in this concept plan. The cost of relocating fields and the resulting loss of at least one season of play for the fields was prohibitive. The plan therefore focuses on minor improvements to existing fields in their current locations and on general site improvements including parking, vehicular and pedestrian circulation, and the addition of an amenity building.

PARKS OPERATIONS

The Parks operations yard is not an approved use in the Mill Woods District Park site and was located at the site as a temporary solution responding to a need for operations space in the southeast area of the City. The fenced yard, the office trailer, and the storage of maintenance materials such as wood chips are not appropriate uses in a District Activity Park and should not occupy the prime central location. Ideally, the staging of regional mowing crews should occur elsewhere, however, until a new location is found by the City, this function will continue to operate out of the park. The Concept Plan proposes a relocation of the yard to an area at the south side of the site, close to 23 Avenue which will free up valuable space at the centre of the park.

The new site for the operations yard will require re-grading and it is proposed that the yard be cut into the existing berm to minimize the visual impact of the yard. The yard should be sized to accommodate all of the required site equipment and should include storage bins for the tidy storage of wood chips, topsoil, and shale.

SITE CIRCULATION and PARKING

Parking at the site was deemed to be insufficient by several user groups and the locations of existing parking lots do not serve all site users equally. The cricket pitch is not served by any convenient parking, and unauthorized parking along the internal school road during busy times creates a safety concern. When vehicles are parked on the road, its width is effectively reduced to one lane of traffic, which could seriously impede the travel of required emergency vehicles.

Additional parking stalls are proposed to increase the total number serving sportfield users from 125 to 377. This will be accomplished through the addition of two new parking lots and the expansion of the existing south central lot. Parking stall allocation will be as follows:

- New north lot – approximately 134 stalls
- New west lot – approximately 80 stalls
- Expanded south lot – approximately 163 stalls

A comprehensive system of 3m width multi use asphalt trails is proposed to link all areas of the site. These trails will also provide vehicular access to emergency responders, to police for regular surveillance, and to Parks maintenance staff. Knock down bollards will be required to limit access to only those groups listed above.

SPORT FIELDS and RECREATION FACILITIES

Two multi use fields will be slightly realigned to accommodate parking lot improvements; the south west field (#4) will move to the south, and the central field (#2) will be relocated eastward. A new field will be developed in the centre of the park in the former Parks Operations yard location thus allowing for warm up space, adaptable sports practice space or even a staging area during major sporting tournaments. Diamond 2 will be rotated to address problems with foul balls and cars parked in the central lot.

The four south tennis courts, which have been decommissioned, will be converted to basketball courts. Some seating will be incorporated into the south side of the proposed basketball court creating a buffer between the adjacent users. Two new tennis courts will be constructed east of the four remaining tennis courts. Lighting will be provided for the skate park by MCARFA and MWPC.

Several minor improvements will be undertaken by the sport groups themselves including:

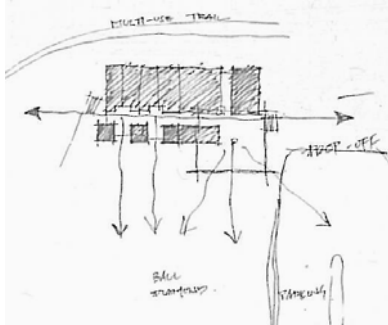
- Lighting and irrigation for the two north central multi-purpose fields
- Dugout improvements (lockable fencing) in the short term to prevent unauthorized use and vandalism and long term replacement with surface style dugouts
- Fencing to alleviate foul ball / parking lot issues and to protect players at adjacent diamonds
- Addition of benches
- Addition of bleachers to the south central multi use field
- Addition of two new tennis courts
- Conversion of 4 existing tennis courts to basketball courts
- Lighting and addition of benches for the skate park

AMENITY BUILDINGS

Due to the large size of Mill Woods Park, two amenity buildings are required to adequately serve the park users. A central location will serve most of the sport groups well, but families with small children use the spray park at the east edge of the site and washroom facilities must be located in very close proximity for them. The proposed upgrading for mill Woods Park includes a small washroom, change facility at the east edge of the site and a larger multi-purpose amenity building in the central area.

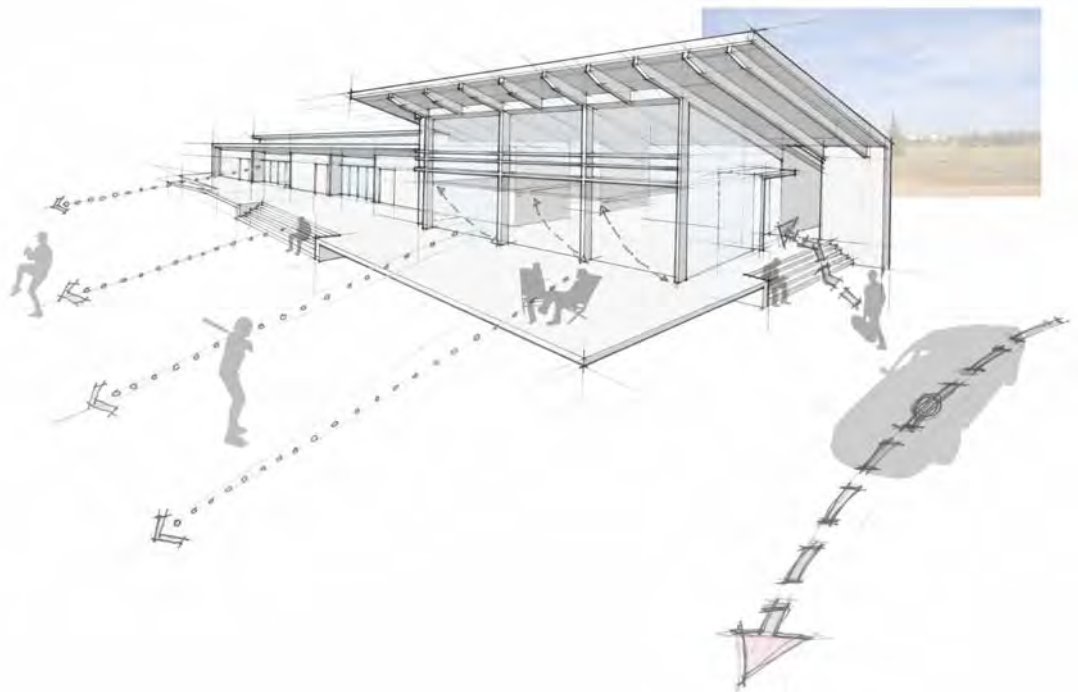
Central Amenity Building

A central amenity building is proposed to serve a variety of functions. It will provide public washrooms and is proposed to accommodate several expressed needs of the site stakeholders. All stakeholder groups, with the exception of the Edmonton and District Cricket League and the Alberta School Cricket Association, have expressed an interest in partnering with the City for development of the building. They would like to have the ability to utilize meeting space, change rooms, and officials' rooms and would like private storage space.



The design intent is a community friendly and flexible structure. Community space is located along the sunny south east side of the building and is designed with a common meeting area and concession seating which can be combined for larger events. The space has views to the diamonds west of the parking lot; sliding doors allow the space to open to the outdoors. The concession service area is adjacent to the open area with customer access from the inside and the outside. Public washrooms are provided at the northeast side of the building with access from the common area and with convenient access to park users from the multi-use trail north of the building. During detailed design of the building, consideration could be given to the addition of a second floor with visibility in all directions. The structure would be designed for a LEEDs silver rating as per the City of Edmonton's Ecovision and would include a high standard for day lighting and natural ventilation

Four team change rooms share two sets of showers and washrooms. Three storage bays are shown along the south wall with interior access from a hallway separating them from the change rooms. They also have exterior garage door access. Two small team meeting areas are shown on this plan; they could be converted to additional storage bays if demand warranted. Patio space is planned along the south side of the building. The photos on the following page illustrate the proposed form and material design palette.





Architectural Influences

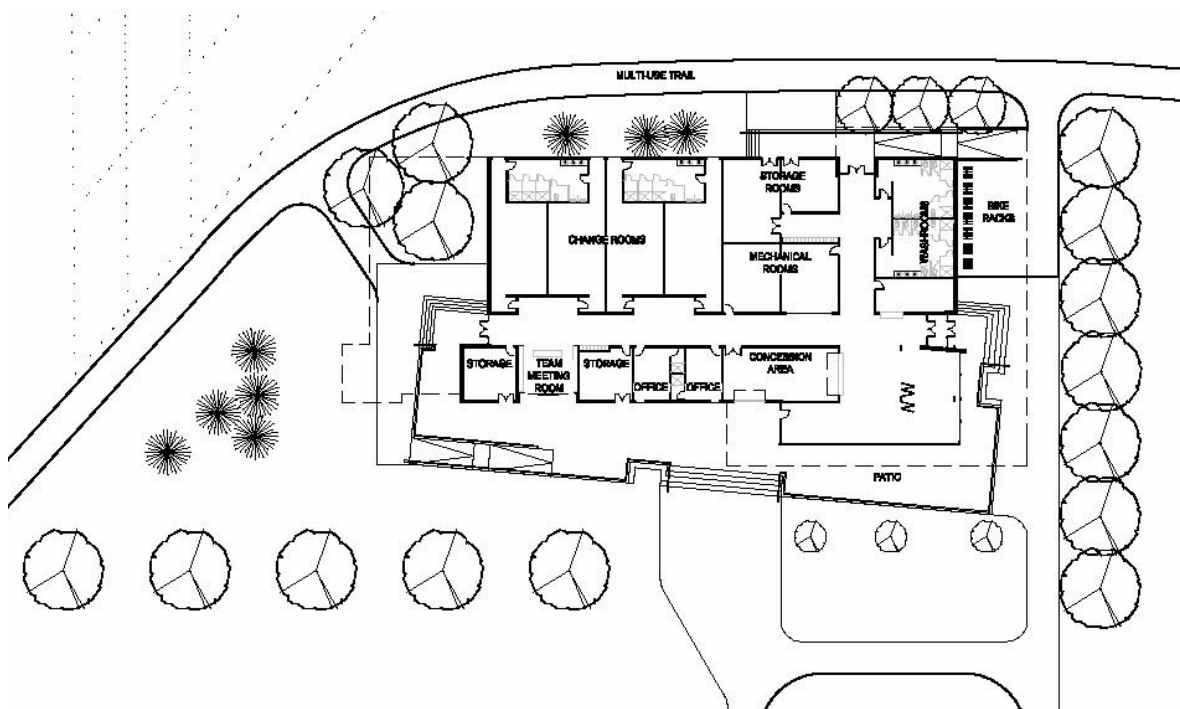


Figure 5 – Central Amenity Building Conceptual Floor Plan

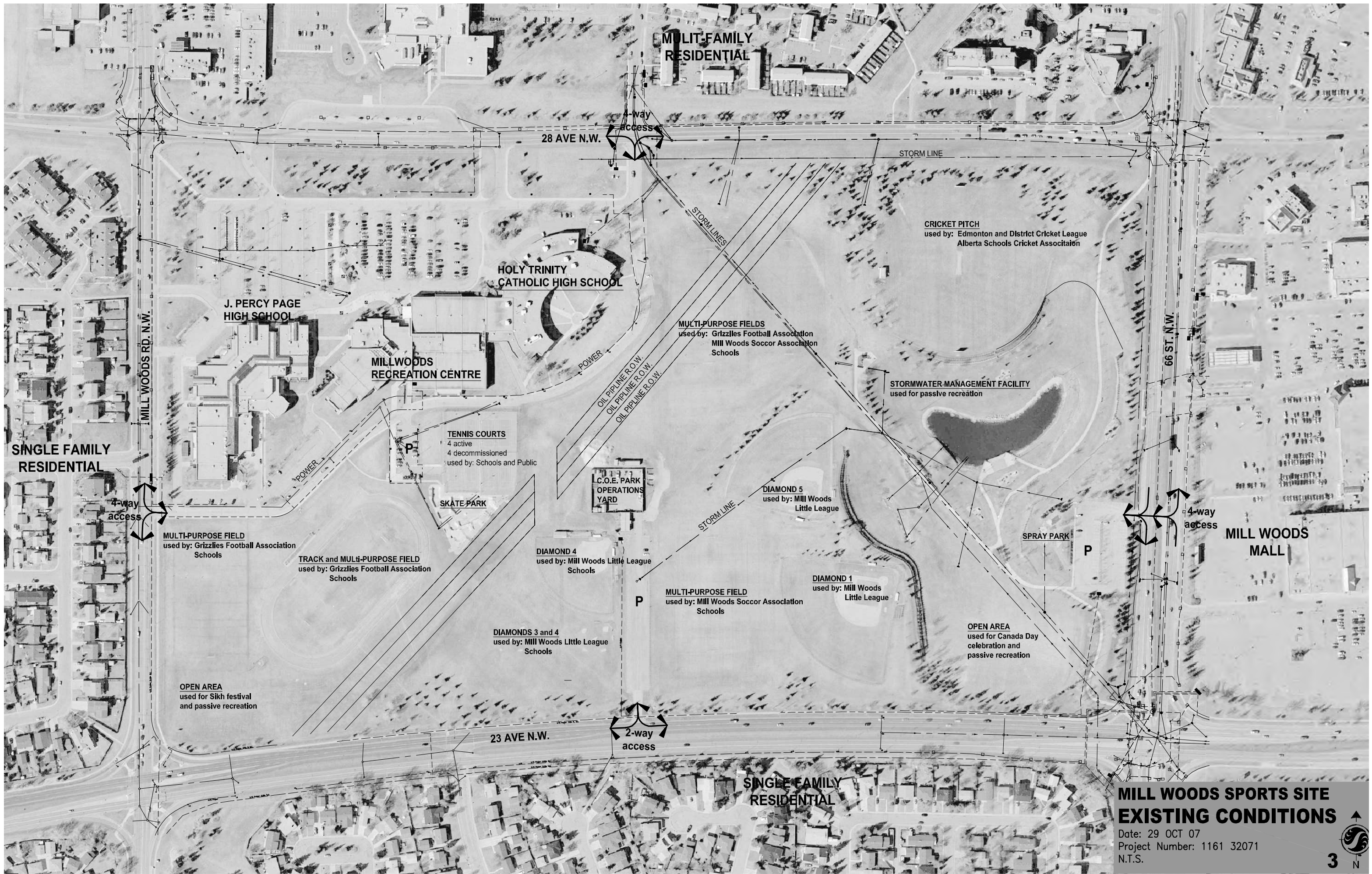
East Amenity Building

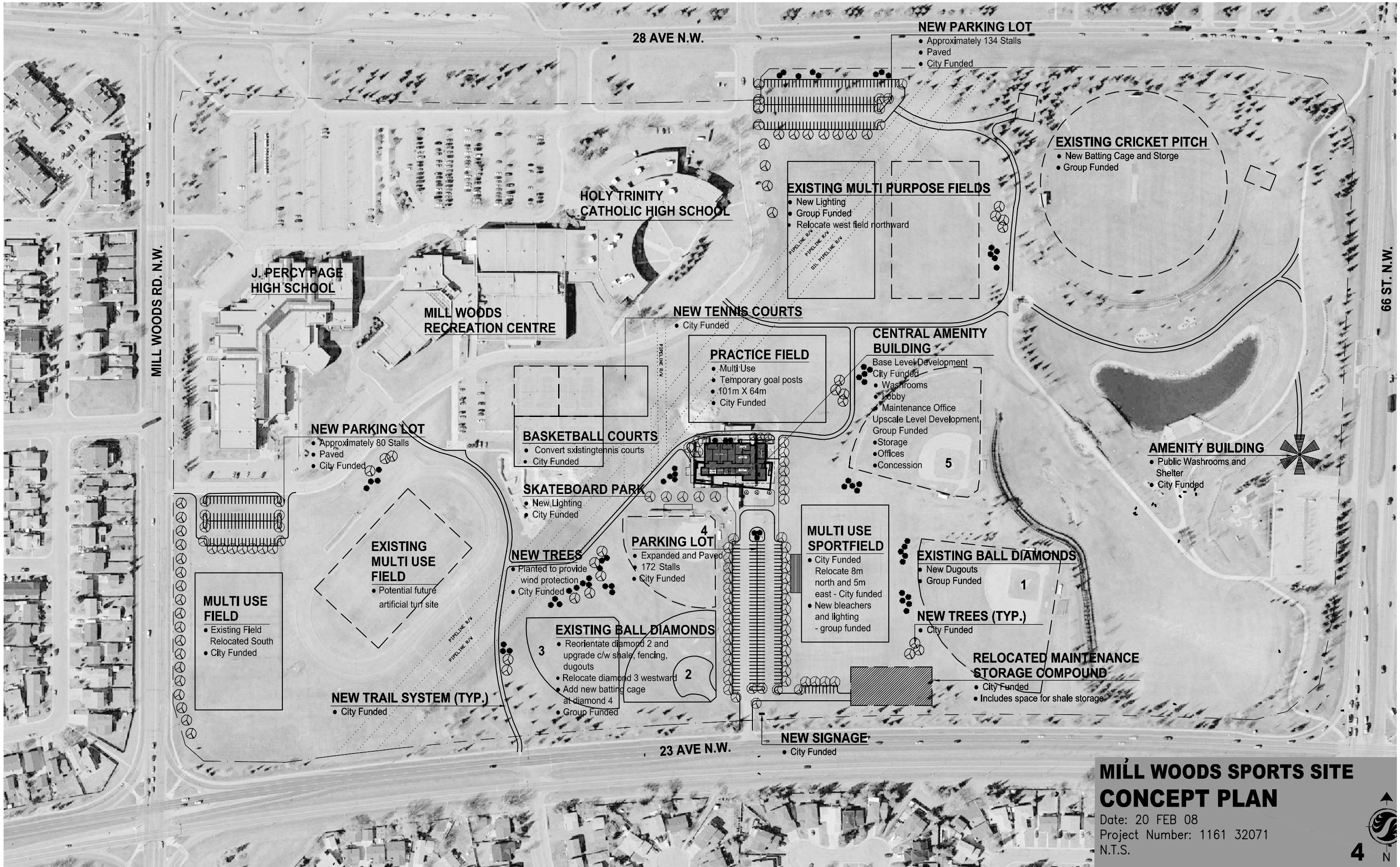
This building will serve the public who use the east side of the park including the spray park and picnic areas around the stormwater management facility. It is proposed at the north side of the existing parking lot with views north to the pond. Conceptual designs for this structure are not included in the scope of this project, but the intent is an attractive building that related strongly to the water, perhaps utilizing a cantilevered design to deal with the existing sloped ground. Existing mature trees must be considered in siting the building.

LANDSCAPING and GENERAL SITE IMPROVEMENTS

The addition of the trail system will open the park to more use by the general public. Additional landscaping will be provided in the central and west portions of the site, to ensure a consistent quality throughout the park. Some specific landscape improvements include the planting of a windbreak between the pipeline ROWs and the south central ball diamonds and the relocation of some trees near diamond #5 to provide more warm up space for the players.

Signage will be improved throughout the site including new entrance which will include a site map, and information for visitors (i.e. park hours, regulations and who to contact in an emergency). Directional signs will be installed throughout the park to improve wayfinding.





28 AVE N.W.

NEW PARKING LOT

- Approximately 134 Stalls
- Paved
- City Funded

**HOLY TRINITY
CATHOLIC HIGH SCHOOL**

EXISTING CRICKET PITCH

- New Batting Cage and Storge
- Group Funded

**J. PERCY PAGE
HIGH SCHOOL**

**MILL WOODS
RECREATION CENTRE**

EXISTING MULTI PURPOSE FIELDS

- New Lighting
- Group Funded
- Relocate west field northward

NEW TENNIS COURTS

- City Funded

**CENTRAL AMENITY
BUILDING**

- Base Level Development
- City Funded
- Washrooms
- Lobby
- Maintenance Office
- Upscale Level Development
- Group Funded
- Storage
- Offices
- Concession

NEW PARKING LOT

- Approximately 80 Stalls
- Paved
- City Funded

BASKETBALL COURTS

- Convert existing tennis courts
- City Funded

PRACTICE FIELD

- Multi Use
- Temporary goal posts
- 101m X 64m
- City Funded

SKATEBOARD PARK

- New Lighting
- City Funded

AMENITY BUILDING

- Public Washrooms and Shelter
- City Funded

**EXISTING
MULTI USE
FIELD**

- Potential future artificial turf site

PARKING LOT 4

- Expanded and Paved
- 172 Stalls
- City Funded

**MULTI USE
SPORTFIELD**

- City Funded
- Relocate 8m north and 5m east - City funded
- New bleachers and lighting - group funded

EXISTING BALL DIAMONDS

- New Dugouts
- Group Funded

NEW TREES (TYP.)

- City Funded

**MULTI USE
FIELD**

- Existing Field Relocated South
- City Funded

NEW TREES

- Planted to provide wind protection
- City Funded

EXISTING BALL DIAMONDS

- Reorientate diamond 2 and upgrade c/w shale, fencing, dugouts
- Relocate diamond 3 westward
- Add new batting cage at diamond 4
- Group Funded

**RELOCATED MAINTENANCE
STORAGE COMPOUND**

- City Funded
- Includes space for shale storage

NEW TRAIL SYSTEM (TYP.)

- City Funded

23 AVE N.W.

NEW SIGNAGE

- City Funded

**MILL WOODS SPORTS SITE
CONCEPT PLAN**

Date: 20 FEB 08
Project Number: 1161 32071
N.T.S.



IMPLEMENTATION STRATEGY

ROLES and RESPONSIBILITIES

Full development of the Mill Woods Sport Site Park will require a partnership between the City of Edmonton, the sport groups who use the site, MACARFA, and the Millwoods President's Council. The City will be responsible for all components that serve the general public, while the sport groups will be responsible for components which are specifically related to their own needs. Some components will serve both the public and the user groups and costs for these elements will be considered for cost sharing. Costs relating to operations and maintenance of the park will be City costs.

BUDGETS

The budget estimate for completion of the Millwoods Park upgrading program is \$7,600,000 in 2007 dollars with a proposed timeline for completion of 5 years. A breakdown of costs associated with each phase of development is included in the Implementation strategy following.

Some assumptions have been made in the preparation of the budget estimate as follows:

- Work of a similar nature will be completed together (i.e. asphalt trails). If it is divided into smaller contracts, an additional amount should be added
- Contractors and consultants will complete all work – if work is done by City staff or construction crews or by sport groups, there could be some cost savings

FUNDING

It is important to continue a close working relationship between the City and the sport groups who use the site. Sport groups have access to many grants that are not available to the City and they can leverage funds, including City money, to increase the total amount available. Some grants will consider the value of volunteer contributions for matching grants.

Many budget items identified in this study would fall under base level development which would typically be the responsibility of the City to complete, but by working with the groups, money that is allocated through the City's budget process can potentially be leveraged to allow improvements to be completed sooner.

There are many grant programs that are available for sport and recreation site development, for operations, and for hosting sporting events. Although the grants directed towards operating expenses or event hosting will not contribute directly to the capital improvements for the park site, they may be used towards space rental in the amenity building, which can help support the building program to ensure that a suitable structure is provided at the site.

Capital Grant Programs

The Community Facility Enhancement Program (CFEP) is a provincial grant program funded by the Alberta Lottery Fund through Tourism, Parks, Recreation and Culture. It

provides financial assistance to build, repair, renovate or otherwise improve Alberta's extensive network of community-use facilities. Eligible applicants include community non-profit groups or municipalities. Applications can be made any time throughout the year.

The Community Initiatives Program (CIP) is a provincial grant program funded by the Alberta Lottery Fund through Tourism, Parks, Recreation and Culture. It supports project-based initiatives in areas such as community services, seniors services, libraries, arts and culture, sports, education, health and recreation. The maximum grant is \$75,000 per project per year. CIP funding is approved on a matching grant basis. The matching requirement may be met in the form of any contribution of money, volunteer labour, services, or donated materials or equipment for the project. If a group can demonstrate significant difficulty in raising matching funds, up to \$10,000 will be considered on a non-matching basis. Eligible applicants include community non-profit groups or municipalities. Applications can be made any time throughout the year.

The Major Community Facilities Program (MCFP) is a provincial grant program funded by the Alberta Lottery Fund through Tourism, Parks, Recreation and Culture. It will assist communities to plan, upgrade and develop large community-use facilities and places in order to enhance community life and citizen well-being. Eligible applicants include community non-profit groups or municipalities. Applications can be made any time throughout the year.

The Development Initiatives Program is a grant program coordinated by the Alberta Sport, Recreation, Parks, and Wildlife Foundation with current sponsorship from Transcanada Pipelines and Nova Chemicals. The purpose of the Development Initiatives Program is to provide support to Albertans working in the areas of sport, recreation, parks and wildlife for project and program related endeavors. Eligible applicants include community non-profit groups or municipalities. Application deadlines are January 1, May 1 and October 1 each year.

Operations and Hosting Grant Programs

The City of Edmonton Community Investment Operating Grant Program is a municipal grant program that provides operating assistance to Edmonton's non-profit organizations whose activities result in benefits to the citizens of Edmonton. Organizations are eligible for this grant if their programs and services have a primary mandate to deliver in the social, multicultural or recreation/amateur sport not-for-profit sector, they are based in Edmonton, and they primarily serve Edmontonians.

The Hosting Program is a grant program coordinated by the Alberta Sport, Recreation, Parks, and Wildlife Foundation. The purpose of the Hosting Program is to encourage the development of sport, recreation, parks and wildlife programs by providing financial support to communities and associations to assist them in hosting major events thereby promoting economic growth throughout the province. Applications will be accepted for a variety of sporting events from western Canadian championships to world events, with grants ranging from \$3,000 to \$20,000.

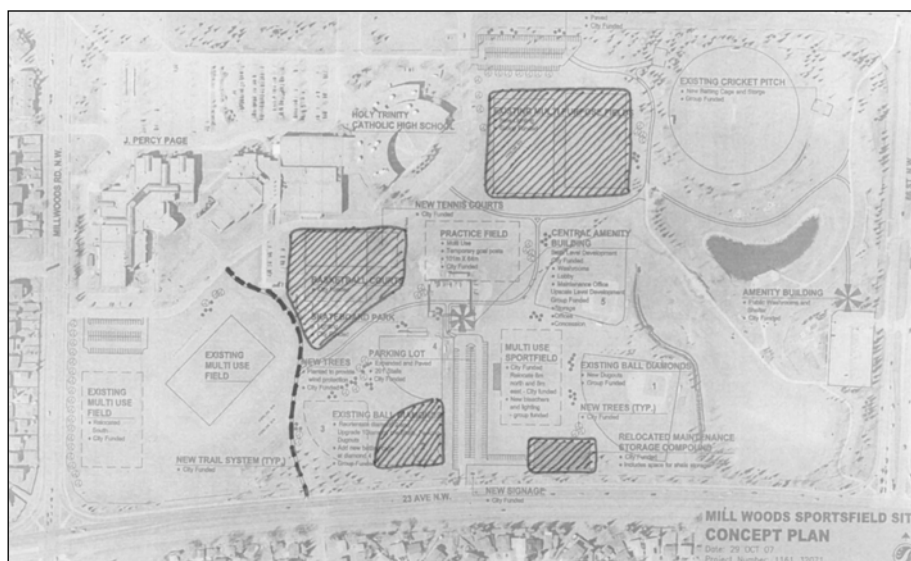
IMPLEMENTATION PHASING

Implementation of all park improvements should be spread out over several years and must be completed sequentially as several components are reliant on the completion of other components. A five year implementation schedule is proposed; this schedule could be shortened or lengthened, depending on funding sources.

PHASE 1 – 2008 and 2009

The primary focus of the first phase will be to construct the new Parks Operations yard including the rough grading required for this work and to address some specific needs of the sport groups and other park users. These would include lighting for the Grizzlies practice fields and the skate park, construction of the two new tennis courts and conversion of the existing courts to basketball courts. Once the new yard is operational, the old yard would be removed. The office trailer would remain in place. The chart below shows the budget estimate for phase one with the breakdown between City funding and group funding. The sketch shows which areas of the site will be affected during phase one construction.

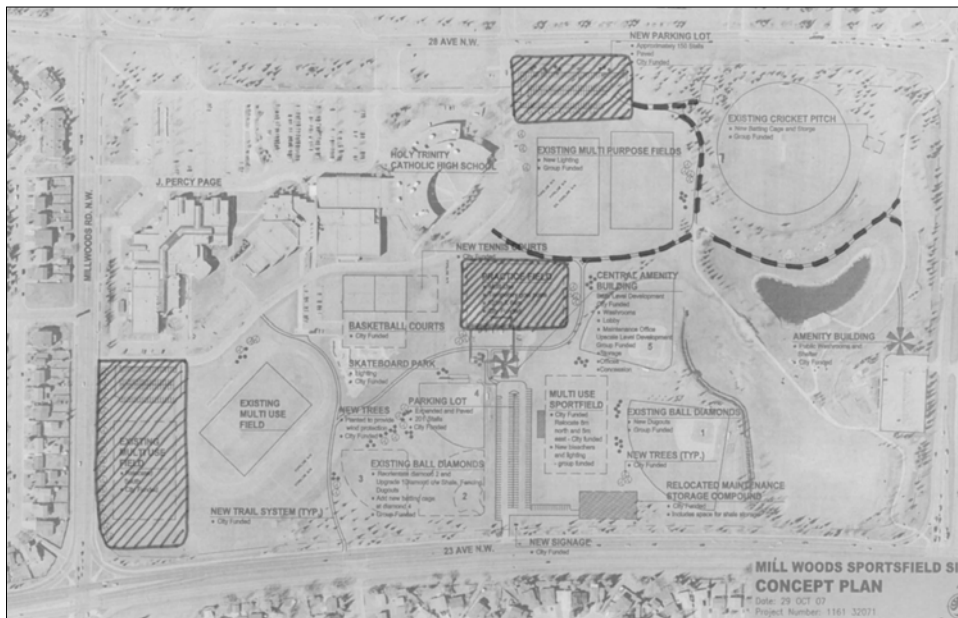
Work	Estimate	Group Funded	City Funded
PHASE ONE - 2008-2009			
Detailed Design - phase 1 and 2 items	\$207,600.00		\$207,600.00
Construct New Operations Yard	\$131,800.00		\$131,800.00
Lighting for North Fields	\$30,000.00	\$30,000.00	\$0.00
Field Layout Adjustment	\$5,000.00		\$5,000.00
Ball Diamond Upgrades	\$51,000.00	\$51,000.00	\$0.00
Construct New Tennis Courts	\$165,600.00		\$165,600.00
Basketball Court Conversion	\$50,000.00		\$50,000.00
Skate Park/Tennis/Basketball Lighting	\$50,000.00	\$8,000.00	\$42,000.00
Skate Park Retro Fit	\$75,000.00		\$75,000.00
Landscaping	\$132,600.00		\$132,600.00
Phase One Design and Construction	\$898,600.00	\$89,000.00	\$809,600.00
<i>Contingency @ 30%</i>	<i>\$269,580.00</i>	<i>\$26,700.00</i>	<i>\$242,880.00</i>
PHASE ONE BUDGET	\$1,168,180.00	\$115,700.00	\$1,052,480.00



PHASE TWO - 2010

The priority for phase 2 is the construction of the new north and west parking lots. In order to construct the west lot, the multi-purpose field must be relocated southward. Trail connections from the north lot to the east side of the site and construction of the multi use practice field would also be completed in phase two. The chart below shows the budget estimate for phase two with the breakdown between City funding and group funding. The sketch shows which areas of the site will be affected during phase one construction.

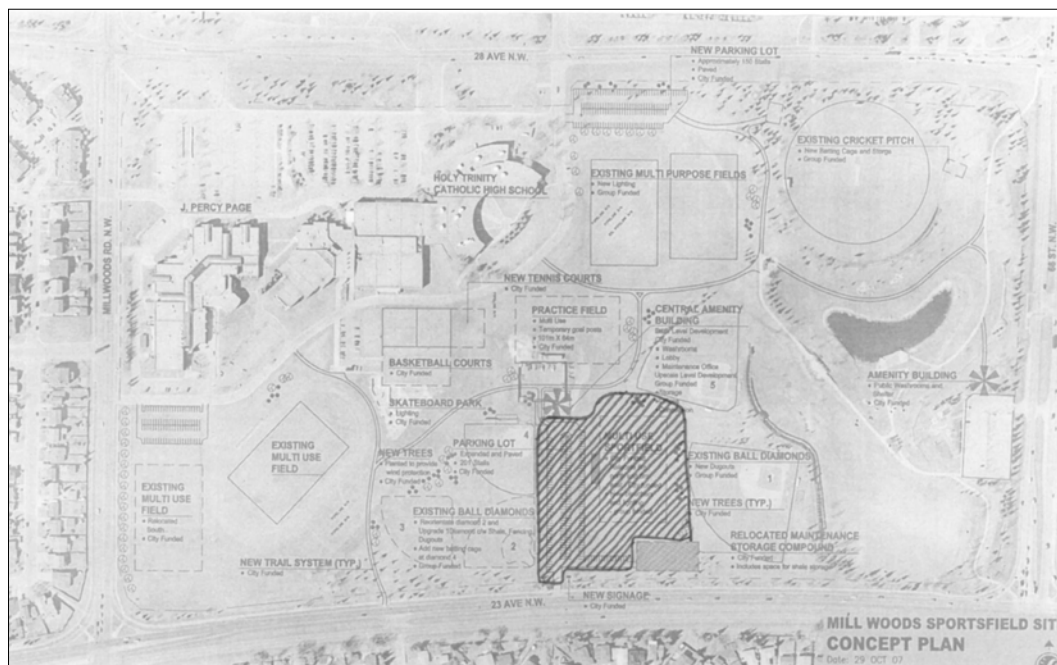
Work	Estimate	Group Funded	City Funded
PHASE TWO - 2010			
New North Parking Lot	\$272,500.00		\$272,500.00
Relocate West Multi-use Field	\$43,400.00		\$43,400.00
New West Parking Lot	\$182,400.00		\$182,400.00
New Practice Field	\$74,000.00	\$10,000.00	\$64,000.00
Landscaping	\$247,000.00		\$247,000.00
Detailed Design - Phase 3	\$64,700.00		\$64,700.00
Phase Two Design and Construction	\$884,000.00	\$10,000.00	\$874,000.00
Contingency @ 30%	\$265,200.00	\$3,000.00	\$262,200.00
PHASE TWO BUDGET	\$1,149,200.00	\$13,000.00	\$1,136,200.00



PHASE THREE - 2011

Once the new parking lots are operational, work can begin on the upgrades to the south parking lot. The south multi use field will be relocated to accommodate the expansion of the parking lot. Trail connections through the site would also be completed. The chart below shows the budget estimate for phase three with the breakdown between City funding and group funding. The sketch shows which areas of the site will be affected during phase one construction.

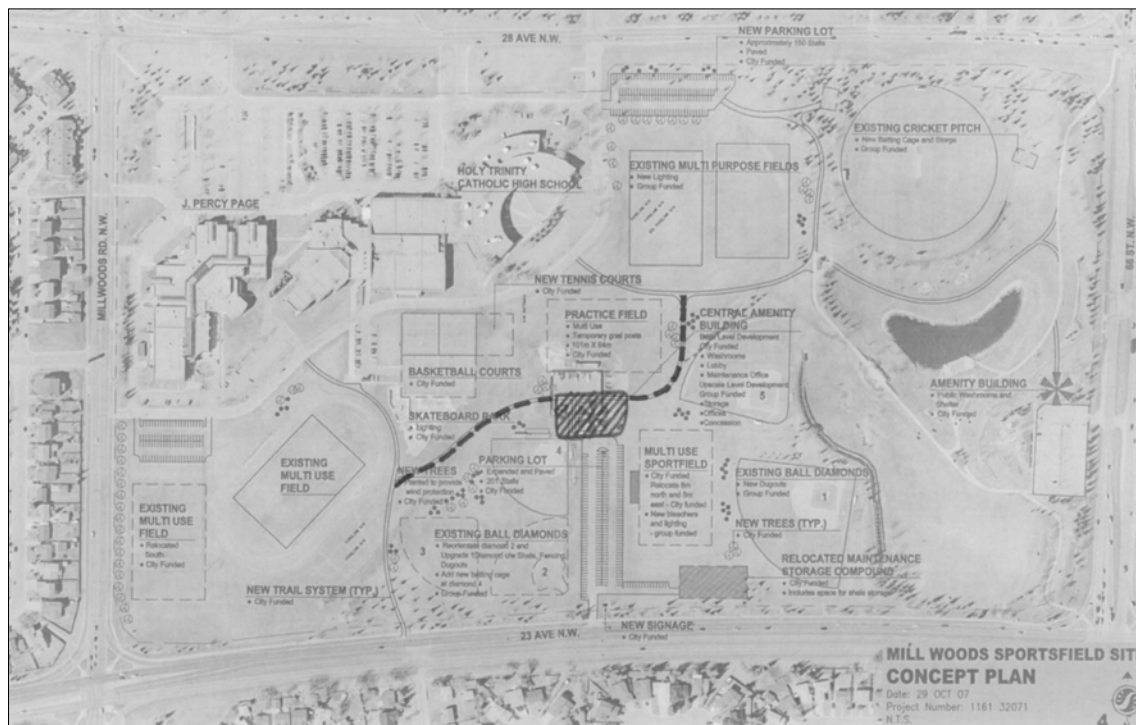
Work	Estimate	Group Funded	City Funded
PHASE THREE - 2011			
Relocate South Multi-use Field	\$43,400.00		\$43,400.00
South Parking Lot Expansion	\$380,400.00		\$380,400.00
Landscaping	\$28,000.00		\$28,000.00
Detailed Design - Amenity Buildings	\$468,000.00		\$468,000.00
Detailed Design - Playground and Spray Park	\$53,200.00		\$53,200.00
Phase Three Construction	\$973,000.00	\$0.00	\$973,000.00
<i>Contingency @ 30%</i>	<i>\$291,900.00</i>	<i>\$0.00</i>	<i>\$291,900.00</i>
PHASE THREE BUDGET	\$1,264,900.00	\$0.00	\$1,264,900.00



PHASE FOUR – 2012

This phase is dedicated to construction of the central amenity building. The chart below shows the budget estimate for phase four with the breakdown between City funding and group funding. The sketch shows which areas of the site will be affected during phase one construction.

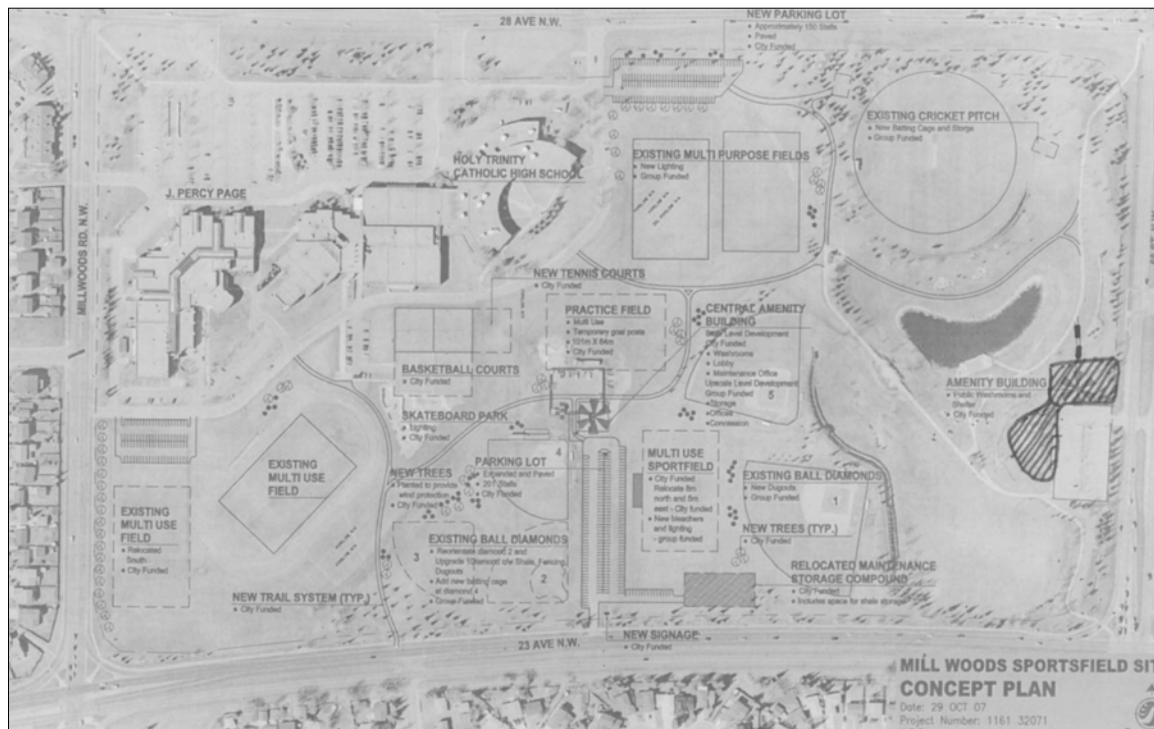
Work	Estimate	Group Funded	City Funded
PHASE FOUR - 2012			
Central Amenity Building	\$2,335,600.00		\$935,600.00
Landscaping	\$295,000.00		\$295,000.00
Phase Four Construction	\$2,630,600.00	\$1,400,000.00	\$1,230,600.00
Contingency @ 30%	\$789,200.00	\$420,000.00	\$369,180.00
PHASE FOUR BUDGET	\$3,419,800.00	\$1,820,000.00	\$1,599,780.00



PHASE FIVE - 2013

Phase five would complete the park with general landscaping and signage. Construction of the small amenity building near the water park would also be included. The chart below shows the budget estimate for phase five with the breakdown between City funding and group funding. The sketch shows which areas of the site will be affected during phase one construction.

Work	Estimate	Group Funded	City Funded
PHASE FIVE - 2013			
East Amenity Building	\$562,500.00		\$562,500.00
Water Playground Upgrading	\$275,000.00		\$275,000.00
Landscape Amenities	\$80,000.00		\$80,000.00
Completion of Landscaping	\$15,000.00		\$15,000.00
Phase Five Construction	\$932,500.00	\$0.00	\$932,500.00
<i>Contingency @ 30%</i>	<i>\$279,700.00</i>	<i>\$0.00</i>	<i>\$279,750.00</i>
PHASE FIVE BUDGET	\$1,212,200.00	\$0.00	\$1,212,250.00



Work	Estimate	Group Funded	City Funded
SUMMARY – ALL PHASES			
Total Design and Construction	\$6,318,700.00	\$1,499,000.00	\$4,819,700.00
<i>Contingency @ 30%</i>	<i>\$1,895,600.00</i>	<i>\$449,700.00</i>	<i>\$1,445,900.00</i>
RECOMMENDED BUDGET	\$8,214,300.00	\$1,948,700.00	\$6,265,600.00

SUMMARY

Mill Woods Park has long served as a community focal point, supporting many family activities throughout the year and for special occasions. It is important that the park site receives the attention it deserves and that it generates positive feelings of ownership and pride in the community. The quality of the sport fields is very important, but the functionality of the site and the aesthetics are equally important. Some of the key elements which will help maintain the park's role in Mill Woods are:

- An attractive central amenity building which is shared between the various sport groups and the public will foster pride and a feeling of ownership in the park.
- A small amenity building with public washrooms will be a welcome park addition for the many families who use the spray park
- Provision of additional parking, located to serve sportfield user groups will improve efficiency of use and help prevent congestion on the park through road.
- Expand the current high standard of landscaping at the park throughout.
- A functional trail system will encourage walking and cycling through the park instead of driving.

A five year time frame has been suggested for completion of the park upgrading, this schedule is flexible and could be tightened with additional funding from the City and / or the sport groups.

MILL WOODS SPORT SITE MASTER PLAN
APPENDIX **December 2007**

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MILL WOODS SPORT SITE MASTER PLAN
APPENDIX **December 2007**

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1 STAKEHOLDER CONSULTATION

2006 Needs Assessments
Stakeholder Meeting Notes



Mill Woods Sports Park

Lakewood Neighbourhood

2004
Background Information Gathering
Park Redevelopment Plan

2006 Needs Assessments

Asset Management
Planning and Design
Parkland Services
and
Community Services Department
South Service Area
Social and Recreation Services Branch

December 7, 2004
May 23, 2006

MILL WOODS SPORTS SITE MASTER PLAN

ALBERTA SCHOOLS CRICKET ASSOCIATION

Dr. Lionel Dibben
President
9512 – 144 Ave
Edmonton, AB, T5N 2T1
455 – 9650

A. Christie Marathalingam
Performance Director
11340 – 73 Ave
Edmonton, AB, T6G 0C8
438 – 0460

Fouad Choudhary
Treasurer
17615 – 86 Ave
Edmonton, AB, T5T 0L5
487 – 2838

(i) November 2, 2004

i) Background (updated May 2006)

Alberta Schools Cricket Association shares the cricket pitch on the Mill Woods Sports site with the Edmonton & District Cricket League.

Over 57 schools (Elementary, Junior, and Senior High) have been introduced to modified game of Kangaball cricket over 25,000 kids were coached within this 10 year period. There is no doubt there will be a further increase within the next 2-5 year, definitely will need more facilities.

ii) Current likes of the Site (updated May 2006)

- Excellent site for City, Provincial, National and International Cricket games.
- Like the big fields

iii) Site Factors/Considerations (updated May 2006)

- The lack of parking on the site
- No road to access the site to drop off the equipment.
- Club house that is accessible to all would be great.
- Sprinkler system to water the grass
- leveling of pot holes
- Edmonton & District Cricket League uses their batting cage 4 days/week since 2000. They have not paid for repairs since 2000. No agreement has been signed up to now with this group. City intervention is needed.

iv) Conclusions

- Need to provide current service with this group in terms of what they have in fields, home base agreement is the minimum service level.

v) Needs Assessment

1. Do you see this site working for you in the future? Why? Why not?

With the approval of 2 more batting cages at Mill Woods, and a club house at Coronation Park, this will help. City intervention important as funding is in place.

2. What are your current spatial requirements? ie parking, field size

Currently use the batting cage at Mill Woods, need 2 more batting cages at Mill Woods.
(Currently this group has a program statement for the additional 2 batting cages.)
Parking for individuals

**3. Do you have any spatial requirements to a facility?
(i.e. access to washroom, storage space, etc...)**

Washrooms,
Storage (behind the north site screen)
Accommodation

4. Are you looking at any infrastructural needs, wants, desires due to future expansion? (e.g. parking, lighting, site furniture, etc...)

Parking
Lighting
Heating for future development

5. Are you planning any major events requiring larger field, space or administration space use? If so, please provide in detail, including proposed dates.

U19 National Tournament Canada Cup is scheduled to be held in August, 2006. 40 individuals playing matches starting at 10:30 am, continuing throughout the day. There will also be parking issues due to volunteers and spectators. Tents, concession stand, port-a-potties.

6. Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

MILL WOODS SPORTS SITE MASTER PLAN EDMONTON & DISTRICT CRICKET LEAGUE

Eric Mahabir
eric.mahabir@gov.ab.ca
3406 – 106 Street
Edmonton, AB, T6J 1A4
435 – 6068

(ii) November 2, 2004

i) Background (updated May 2006)

Edmonton & District Cricket League have a home base agreement and share the cricket pitch on the Mill Woods Sports site. They currently have 15 teams with 20 individuals on each team and is expecting to grow by two more teams in the 2005 year. The organization is mainly made up of males between the ages of 15 – 64 years old.

Ethnic based as it draws from across the City. Growth has been static due to the lack of cricket pitches.

ii) Current likes of the Site

- Continue home base agreement with City of Edmonton for Cricket activities.
- Like the big fields
- Nice location for participants to access from home.
- Club house on existing grounds. (burnt down October 2005)

iii) Site Factors/Considerations (updated May 2006)

- The lack of parking on the site
- No road to access the site to drop off the equipment.
- Another Cricket pitch so that tournaments could be housed or another game could be scheduled at the same time. Maybe on a soccer field with movable soccer posts so that dual activity can occur.
- Club house that is accessible to all would be great.
- Vandalism is a big concern!

iv) Conclusions

- Need to provide current service with this group in terms of what they have in fields, home base agreement is the minimum service level.

v) Needs Assessment

1. Do you see this site working for you in the future? Why? Why not?

Yes. It is one of our main cricket facilities.

2. What are your current spatial requirements? ie parking, field size

Current field size (it is okay)

Parking for 30-40 cars

3. Do you have any spatial requirements to a facility?

(i.e. access to washroom, storage space, etc...)

Storage (program statement has been submitted 2006)

Washrooms (program statement is needed as port-a-potties are on site)

Water, Electricity

4. Are you looking at any infrastructural needs, wants, desires due to future expansion?

(e.g. parking, lighting, site furniture, etc...)

Parking

Lighting

Club house/storage space

5. Are you planning any major events requiring larger field, space or administration space use? If so, please provide in detail, including proposed dates.

National Junior Championships in August 7-11, 2006

Possibly National Senior Championships in 2008.

6. Are there any current issues related to your sport, activity on the Mill Woods Park site?

Lack of Parking, Lighting

7. Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

MILL WOODS SPORTS SITE MASTER PLAN

MILL WOODS SOCCER ASSOCIATION

Joe Herlein
jherlein@telusplanet.net
#700, 2331 – 66 Street
Edmonton, AB, T6K 4B5
468 – 5233(ph), 461 - 1745(fax)

(iii) November 9, 2004

i) Background

Mill Woods Soccer Association has 168 teams resulting in a user base of 3600 members, male and female, ranging in all ages. The women over 35 year teams are growing on a yearly basis. The association uses large fields (330 x 220) for their men's, woman's and U14 and older teams, mid size fields (up to 200) for their U 10 and U 12 groups, and 180 x 150 for their U6 and U 10 teams, and the small fields for their mighty mites. For the 2005 season, there is a projected 50 – 60% increase in those aged 10-15 years old playing soccer therefore, the Mill Woods Soccer Association will be looking for more playing fields. For the smaller fields, the teams can play within the larger fields. Currently, the association does their own lines for the fields. Patron parking is shared by soccer, community league general park, facility, and cricket and skate park users.

ii) Current likes

- The location is central to all the teams.
- The location allows for consistent games times and days.
- The fields are available and convenient.
- The fields are in good condition for most of the time.
- Lighting is not an issue for the group as most games and practices along with their season is not during a time period when lights are needed.
- Current field with track around it has correct dimensions for the older teams.

iii) Site Factors/Considerations

- More large size fields (330 x 220) as the smaller size fields can be accommodated with in these dimensions. 4 additional fields this size would be great (widen existing 4 or add bringing the total to 5 fields with the dimensions 330 x 220.)
- Parking can be inadequate when multiple events (Skate Park, other tournaments) are occurring at the same time. Most of the time, parking in front of the school accommodates what they have.
- Washroom, concession and storage space required. Currently use Mill Woods Recreation Centre.
- Sometimes there is over use of a field.
- Lighting on one field is nice to have but not a need.
- Look at bringing in temporary goal posts so that the field can be used for other activities.

iv) Conclusions

- Site requires a public washroom and concession space
- Maintain total number of fields to meet total demand/obligations
- Additional parking required
- Limited sites in City of Edmonton to host U14 and over teams (330 x 220)

v) Needs Assessment

No additional comments were received for the needs assessment. Please see MWPC/MCARFA/MW SOCCER meeting notes, May 9, 2006.

Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

MILL WOODS SPORTS SITE MASTER PLAN

GRIZZLIES FOOTBALL ASSOCIATION

(MILLWOODS MINOR FOOTBALL ASSOCIATION)

Doug Brooks, (President)
doug.brooks@directenergy.com, 233-2311(cell)

(iv) November 9, 2004

i) Background (updated May 2006)

Grizzlies Football Association has 140 members, male and female, ranging from 7 – 15 years old, and 12 executive members. The association has been on this site for 4 years. The association uses the football fields behind Holy Trinity High school. For the 2005 season, there is a projected 30-50 kids resulting in 2 additional teams. Currently, the association has a trailer on the site to house their equipment. Patron parking is shared by soccer, community league general park, facility, cricket and skate park users. The Association would like to have a Home Base agreement with the City of Edmonton.

This club has been in existence since 1996 when it was started by Mario Miles, son of Rollie Miles of Edmonton Eskimo fame and a leader in High School athletics. Since that time, the group has grown from 2 to 5 teams and serves close to 150 boys and girls between the ages of 7 and 15 each football season. As our organization has more than doubled since its inception, we are indeed expecting the organization to expand further with the hopes of adding either a Midget team or another Bantam team. Our growth does not impact the amount of time that we use the site, however our growth directly impacts the amount of people on the site during our practices and games, thereby increasing the amount of people utilizing the park space during those designated hours.

ii) Current likes

- The location is central to all the team members. All 4 level teams can be offered at one time and at one location.
- The fields are central to catchman area.
- The location allows for consistent games times and days.
- The fields are available and convenient, close to each other.
- The fields are in good condition.
- Current field with track around it has correct dimensions for the older teams.

iii) Site Factors/Considerations (updated May 2006)

- Lighting is an issue for the group as most games and practices along with their season occur during a time period when lights are needed (summer and fall.) Tennis courts have lights but they do not.
- Bleachers are in poor unsafe condition. These were updated in Fall 2005, however, these are now too low and too small when games are being played.
- Parking can be inadequate when multiple events (Skate Park, other tournaments) are occurring at the same time. Using gravel lot and there is no overflow parking on this site.

- Washroom, concession and storage space required. Currently use Mill Woods Recreation Centre and this is too far of a walk.
- Has to share home field with soccer so sometimes by the goal posts, the field condition can be a problem.
- Sometimes there is over use of a field.
- Home Base agreement for this association on this site.
- Permanent building to house equipment and to hold executive meetings is needed

iv) **Conclusions (updated May 2006)**

- Lighting is needed for safety of the players.
- Increase number of fields to meet total demand/obligations
- Additional parking required
- Building to house equipment, meetings
- Vandalism to their current structure

v) **Needs Assessment**

1. **Do you see this site working for you in the future? Why? Why not?**

If the site is not further developed and left as it is, no we cannot see that this site will work for us in the future as it is not currently meeting our needs right now.

- **Office space** - Our organization has had to lease storage and office space off site in a commercial area just west of Mill Woods in order meet our administrative and storage needs.
- **Storage space** - We have been in negotiation with the City of Edmonton for the past three years to help us meet our storage needs to no avail. We have a small storage trailer on site just north of the maintenance yard that is being damaged. The damage is being caused by people who are using the skateboard park that use our Bear Den roof to skate off and land on our storage trailer and then land onto the large pile of woods chips that are deposited in very close proximity to our storage trailer. As a direct result of this our storage trailer has become damaged and leaks onto our expensive training equipment, thereby damaging our equipment. We have been asking to replace the current storage trailer with a new one that is more durable and could withstand the abuse that the skateboarders put upon our trailer, however due a delay in decision making by the maintenance yard and City officials, we lost out on a chance to purchase a c-can unit at a very reasonable price, as since our initial request the cost almost doubled. As our organization runs on limited funds each year while planning for the future of the organization we felt that we could not invest in purchasing a storage unit of that cost at this time.
- **Expanding club membership** - Our organization is trying to support the capital District Minor Football Association by expanding our organization and further cater to a large number of our community youth. Our organization provides the youth of the community a service by offering them a fun and safe place to go to four times a week; that is a socially constructive and full of character building; and not to mention the life skills and football skills that these youth may not have had the chance to experience and learn had we not been there to offer such a service. It is very disappointing for us as an organization and as parents that we have to turn away the youth of our community because we cannot expand our storage needs in order to accommodate the growth of the Mill Woods Minor Football Association.
- **Lighting** - There is an increasing need and concern for the safety of the children on practice nights as fall approaches for better lighting on our practice fields. Our nightly practices are from 6:30 p.m. to 8:30 pm. And in the fall time the safety of the

children is compromised as they practice in full body contact under dusky conditions or in complete darkness. We have attempted to use temporary, generator lighting, but have found it to be inadequate for our needs. Our long term plan is to work with area sports association and park users and the City of Edmonton to eventually erect permanent lighting for both of our practice fields. At this time we are using higher capacity work lighting trailers, however this is still not adequate and is not a long term solution but still provides a little bit more safer of practice conditions for all of our players.

2. What are your current spatial requirements? ie parking, field size

- **Parking** - is definitely an issue during practice nights and home game days. Parking is most definitely not adequate in order to meet our needs as an organization. There is very little parking space on the north side of the maintenance yard behind the Mill Woods Recreation building, and our parents are left to park on the road along the fields thereby narrowing the roadway for safe passage of other vehicles. The parking lot on the south side of the maintenance yard is very congested and packed when we are using the park and Mill Woods Little League is using the park. . The parking situation worsens on Thursday evenings as there is a Farmer's market in the Mill Woods Recreation parking lot, which also draws in a lot of people to the site, thereby decreasing parking space availability that much more, given that there is very little to begin with. Near our game field that is just west of the maintenance field, there is virtually no parking, and game goers are forced to use the street (Mill Woods Rd) to park along as the parking behind the High School and Mill Woods Recreation building is quite minimal. On any given practice night we have 75 parent vehicles and 20 coach vehicles in addition to other vehicles that are on site that are also users of the park site. We would also like to see increased parking space north of the maintenance yard and behind the Mill Woods Recreation building to accommodate all the many users of the park.
- **The entrance off 23 ave** - into the parking lot is very narrow and traffic gets backed up when a vehicle is trying to leave and another is trying to enter, as the driveway opening is too narrow to safely accommodate a vehicle coming and one going. We would like to see the opening of the 23 ave entrance widened in order to accommodate a vehicle coming into the parking lot as well as one leaving, so as to make it safer and easier for entry and exiting the park site for our users
- **Traffic on 23 ave** is quite heavy at times and the ability to access the parking lot or the avenue can cause quite a traffic disruption and the situation of an accident waiting to happen.

3. Do you have any spatial requirements to a facility?

(i.e. access to washroom, storage space, etc...)

Yes, we would like to see an amenities building placed central on the park site, and think that where our Bear Den and storage trailer currently sit would be a great spot that would accommodate a number of the parks users. We would like to see the amenities building be able to accommodate space for storage for any users that require the space, concession space(to be run by user groups using the site for fundraising purposes. MWMFA currently uses a portable concession trailer), access to washroom facilities while using the park site by the users.

4. Are you looking at any infrastructural needs, wants, desires due to future expansion? (e.g. parking, lighting, site furniture, etc...)

Yes, as mentioned in previous questions regarding the lack of lighting and parking, as well as storage.

5. Are you planning any major events requiring larger field, space or administration space use? If so, please provide in detail, including proposed dates.

We currently hold an annual Mill Woods Minor Football Day on a Saturday in September where we have all of our teams play on the home field, and make it a big celebration of football in Millwoods. Having better parking and an amenities building would help to make this day run and operate smoother.

6. Are there any current issues related to your sport, activity on the Mill Woods Park site?

None that haven't already be mentioned in previous questions.

7. Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process

MILL WOODS SPORTS SITE MASTER PLAN

ALBERTA SOCCER ASSOCIATION

Alberta Soccer Association Staff

Commonwealth Stadium
11000 Stadium Road
Edmonton, Alberta
T4H 4E2

Tel: 780.474.2200 (please use direct lines whenever possible)

Fax: 780.474.6300

For General Inquiries: albertasoccer@albertasoccer.com

Executive Director

Gene Loga

780.378.8108

Ext. 230

Email: gloga@albertasoccer.com

(v) November 17, 2004

i) Background

Alberta Soccer Association main function at Mill Woods sport field site is to run soccer clinics for youth aged 6 – 12 years old, Monday thru to Friday for 2 weeks in the summer. They normally operate their camps from 9 – 12pm (noon). Both male and females make up the participant base of 50-100.

ii) Current likes

- The location is central to all the participants of the camps.
- The location is visible and safe.
- The use of bathrooms and facilities found at Mill Woods Recreation Centre.
- Lighting is not an issue for the group since they are a daytime user.
- Constant activities at the site.

iii) Site Factors/Considerations

- Heavy machinery up on the field during the day- this could be a safety concern with the kids around.

iv) Conclusions

- Maintain total number of fields to meet total demand/obligations

MILL WOODS SPORTS SITE MASTER PLAN EDMONTON INTER-DISTRICT SOCCER ASSOCIATION

Office Location

Edmonton South Soccer Centre
6520 Roper Road
Edmonton, Alberta T6B 3K8

Phone: (780) 413-EMSA (413-3672) see extensions below **Fax:** (780) 490-1652

Angela MacNeil - League Director Ext 222

EMSA City League queries as well as EMSA League Discipline, League related website admin.

Melody Martyn - Program Director Ext 227

Registrar, Special Events including post season play and Value Drug Mart Polar Cup, website admin.

Karen Liefers - Office Coordinator Ext 225

Registrations for all Courses and Special Events, general office queries

Rochelle Osinchuk - Financial Services Coordinator Ext 224

Responsible for maintaining the financial records of the Association

Rob Stewart - Executive Director Ext 223

Oversees daily operation of the EMSA office and staff and acting liaison for EMSA Board of Directors

(vi) November 17, 2004

i) Background

Edmonton Inter-district Soccer Association has a user base of 3000 members, 10 clubs, male and female, ranging in all ages. For the 2005 season, there is a projected 20% increase across all ages therefore; they will be looking for more playing fields. Currently, the association does not use the Mill Woods site due to cut backs on user time.

ii) Current likes

iii) Site Factors/Considerations

- More large size fields (330 x 220) as the smaller size fields can be accommodated with in these dimensions. 4 additional fields this size would be great (widen existing 4 or add bringing the total to 5 fields with the dimensions 330 x 220.)
- Field conditions can be an issue.
- Have a manned facility that is a class B facility.

iv) Conclusions

- Limited sites in City of Edmonton to host high caliber U10 and over teams (330 x 220) and tournaments.
- Class B facility affect on community may be negative as the dollar to use the facility would be placed upon them.

MILL WOODS SPORTS SITE MASTER PLAN

CAPITAL DISTRICT MINOR FOOTBALL ASSOCIATION

Phone: (780) 450-6221

Email: wwojcicki@cdmfa.com

(vii) December 6, 2004

i) Background (updated May 2006)

Capital District Minor Football Association has 15 member clubs resulting in a user base of over 2000 members, male and female, ranging from 7 to 18 years old. For the 2005 – 2007 seasons, there will be additional teams each year. The association will be looking for more playing time on a number of fields, including Mill Woods.

The CDMFA books game time only at Mill Woods. Practice time is booked by Mill Woods Minor Football Association.

ii) Current likes

- The location of the field has potential for an increase of teams due to the number of children in the area.
- Has regulation football site.
- Never had an issue with the site.

iii) Site Factors/Considerations

- Parking can be inadequate when multiple events (Skate Park, other tournaments) are occurring at the same time.
- The lack of lighting on or around the field is not an issue as all games are played during daylight hours. Washroom, concession space required. Currently use Mill Woods Recreation Centre.
- Bigger stands at the oval (football field behind J Percy Page with track around it.)

iv) Conclusions

- Site requires a public washroom and concession space
- Ideal world would be to have a score board, lights, building to house concession and washrooms.
- Additional parking required

MILL WOODS SPORTS SITE MASTER PLAN

HOLY TRINITY HIGH SCHOOL

Holy Trinity High School
Angela Cochrane (Physical Education Department head)
cochranea@ecsd.net

(viii) November 23, 2004

i) Background

Holy Trinity has 700 students in high school ranging from 14 – 18 years old, with 400 participating in Physical Education. The current number of male and female sports teams in the school who use the sports fields at this site are; 1 football team (43 students), 4 soccer teams (100 students), 1 track team (45 students.) During the school days until 6 pm at night, the tennis, baseball diamonds, track, soccer, football, fields are used for the respected sport and for ultimate Frisbee.

ii) Current likes

- The fields are not restricted.
- The addition of the irrigation system has been a great help.

iii) Site Factors/Considerations

- The loss of tennis courts to build a basketball site and the skate park dramatically increased the amount of use on the courts for a tennis program in the school and other schools in the south side. If there were 8 courts, then the kids could all be kept busy at one time and a tennis court could still be held open to the general public. Tennis can be a life long sport and skill however if the individual does not get exposed to “tennis” during school, then that individual will not receive this skill/sport. Wagner school busses physical education classes to the tennis courts at the Mill Woods sports site since there are only 4 at Edith Rodgers school and those at Mill Woods.
- Basketball courts off to the east side of the tennis courts.
- Parking is limited but not an issue for the school to operate their program due to their hours of operation.
- Bathroom is not needed for this crew. Most times, they send the students back in to the school to go to the bathroom.

iv) Conclusions

- It is imperative that as a school, they would be able to have the use of all the fields until 6pm every evening.
- Can see why the site requires a public washroom and concession space but not necessary for this group as they access the fields during school hours and are able to.
- Would like to see the tennis courts back up to the 8 courts prior to the skate park so that tennis programs within the school system(s) can be accommodated.

v) Needs Assessment

1. Do you see this site working for you in the future? Why? Why not?

Yes – It is great to see the improvements made to this area

2. What are your current spatial requirements? ie parking, field size

Use of the fields, tennis courts, track. Parking is not an issue as the program is connected with the school.

3. Do you have any spatial requirements to a facility?

(i.e. access to washroom, storage space, etc...)

No, use the school facilities.

4. Are you looking at any infrastructural needs, wants, desires due to future expansion? (e.g. parking, lighting, site furniture, etc...)

No as program occurs within the school structure

5. Are you planning any major events requiring larger field, space or administration space use? If so, please provide in detail, including proposed dates.

No comment.

6. Are there any current issues related to your sport, activity on the Mill Woods Park site?

Tennis courts - It is too bad that they had to get rid of so many tennis courts. This was the only area large enough to bring a pe class in the south east area of Edmonton. All the schools in the area use these courts for phys. ed classes and Wagner school actually takes a bus to use these courts quite often. If in the future sometime we could get the courts back that would be great. I have been teaching at Holy Trinity for 22 years and it has always been a large part of our program both in the fall and the spring. I still use them but it is difficult to have a proper unit with 4 courts and 35 students in a class. As well sometimes the public want access to the courts during our classes. It is an important part of our program and it will be difficult to have students continue the sport of tennis when they get older if they are never exposed to it while in school. I know when the weather is cooperating in the spring and summer these courts are used extensively.

7. Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

I would appreciate if this information could be forwarded to the proper people on behalf of our school. I'm not sure if you have contacted the other schools that use these courts. (Wagner, Percy Page, St. Clement etc.). Thanks for contacting me

MILL WOODS SPORTS SITE MASTER PLAN

MILL WOODS RECREATION CENTRE

Don Dombrosky
Don.dombrosky@edmonton.ca
496-2940

(ix) November 16, 2004

i) Background

Mill Woods Recreation Centre is located at 7207-28 Ave. The facility has two arenas, number of squash and raquet ball courts, wave pool, and a fitness centre. The facility attracts male and females of all ages. During the school breaks, the facility runs children and youth camps which uses the sports fields and there are tennis lessons for youth and adults at the tennis courts at the Mill Woods Sports site. The Mill Woods Recreation Centre will be going through a facility master plan but no date has been set. More amenities are needed for the community user groups.

ii) Current Likes

- The vast space, always clean and well maintained.
- In the past 10 years at MWRC, needle, condoms have not been an issue.
- Running track and tennis courts are great for programming.

iii) Site Factors/Considerations

- Parking can be inadequate for the current users of the sports fields. When major events occur on the sports fields, the event seems to be too large for the parking. This causes problems for the regular users of the facility because they can not find a parking spot when they come to the facility for their regular activity. It causes "headaches" for facility staff and safety issues for customers when the fire lanes are plugged with cars, the ramp going down to the chlorine room is jammed with cars and the ring road is so loaded with vehicles that an emergency vehicle such as ambulance or a fire truck can not get past them.
- No trees for shade and to cool off.
- Washrooms, telephone and water is an issue for site users, which impacts the facility.

iv) Conclusions

- Additional parking required
- A redevelopment plan needs to be considered for the entire site concurrently to allow for the most comprehensive review as possible.
- Trees or some form of shade needs to be put onto this site.
- Washrooms, telephone and water access needs to be addressed.

v) Needs Assessment

No additional comments were received for the needs assessment from both the operations side of Mill Woods Recreation Centre and from the programming side.
Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

MILL WOODS SPORTS SITE MASTER PLAN

LEEFIELD COMMUNITY LEAGUE

7910 – 36 Ave

leefieldcom@interbaun.com

Laurie Cerda-Schell
(Hall Director)
463-2456

(x) November 17, 2004

i) Background

Leefield Community League is located between 95 - 66 street and 34 – 38 Avenue. The community has a population of approximately 3000 people ranging in all ages however with a stronger senior population. Use of the sports fields is left up to the individuals who are on current sports teams or individuals who use the site on their own time. Due to the current location of the neighbourhood in relation to the Mill Woods Sports site, there does not seem to be a great impact on the community as a whole.

ii) Current likes

iii) Site Factors/Considerations

- No major issues.
- Parking during major events is a challenge.

iv) Conclusions

- Parking can be a challenge.

v) Needs Assessment

No additional comments were received for the needs assessment.

Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process

MILL WOODS SPORTS SITE MASTER PLAN NORTH MILLBOURNE COMMUNITY LEAGUE

980 Millbourne Road East

Judy Thomas
Jthomas8787@hotmail.com
468-6605 (h)

PO Box 42029 RPO Millbourne
Edmonton, AB, T6K 4C4

(xi) November 16, 2004

i) Background

The North Millbourne Community League is located between Whitemud drive – 38 Ave and 91 – 66 Street. The community has a population of approximately 4000 people ranging in all ages. Use of the sports fields is left up to the individuals who are on current sports teams or individuals who use the site on their own time. Due to the current location of the neighborhood in relation to the Mill Woods Sports site, there does not seem to be a great impact on the community as a whole.

ii) Current likes

- Close to home.
- Fields are well maintained.

iii) Site Factors/Considerations

- Lack of washrooms, power and water supply.
- No on site concession.
- Parking is limited.
- No bleachers to use while watching sports game.
- Need a quality football field. McNally against Wagner game occurred and they had to travel to Coronation, Johnny Bright or Clark field to play the game.
- Rugby is a growing sport and should be included in any long term planning.

iv) Conclusions

- Need a quality football field with Rugby in mind.
- Need more parking - Concerned for children's safety due to the lack of parking and individuals are parking up/driving up on the grass and walk ways to park.
- Bleachers on site - When there are no bleachers, individuals are sitting on the grass and due to the cars on the grass or driving on the field, spectators can be hit since there is no allocated seating.

v) Needs Assessment

No additional comments were received for the needs assessment.

Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

MILL WOODS SPORTS SITE MASTER PLAN SOUTHWOOD COMMUNITY LEAGUE

1881 – 37 Street
Edmonton, AB, T6L 2R2
461-8133(office), 463-1027 (f)

Ken Shapka (President)
1739 – 48 A Street
Edmonton, AB, T6L 2Y2
465 – 1459

Amerjeet Sohi
4511-13 Ave
Edmonton, AB, T6L 3L8
463 – 7977 or 265 – 3831(cell)

(xii) May 25, 2006

i) Background

Southwood Community League is located between 31 – 50 street and 23 Ave – Ellerslie Road. The community has a population of approximately 10,000 people ranging in all ages however with a stronger senior population. Use of the sports fields is left up to the individuals who are on current sports teams or individuals who use the site on their own time. Due to the current location of the neighbourhood in relation to the Mill Woods Sports site, there does not seem to be a great impact on the community as a whole as there are closer park sites with the same amenities.

ii) Current likes

iii) Site Factors/Considerations

- Not user friendly for wheelchair access or strollers.
- Parking is limited.

iv) Conclusions

- Parking can be a challenge.

v) Needs Assessment

1. Do you see this site working for you in the future? Why? Why not?

No – Distance to site is too great with not much more to offer than areas closer.

2. What are your current spatial requirements? ie parking, field size

Parking is an issue during sporting activities, Canada Day.

3. Do you have any spatial requirements to a facility?

(i.e. access to washroom, storage space, etc...)

Bathrooms

Water fountains

4. Are you looking at any infrastructural needs, wants, desires due to future expansion? (e.g. parking, lighting, site furniture, etc...)

An exterior skating facility

Large area that allows for booking of events (amphitheater)

5. Are you planning any major events requiring larger field, space or administration space use? If so, please provide in detail, including proposed dates.

Besides Canada Day – no comment

6. Are there any current issues related to your sport, activity on the Mill Woods Park site?

No comment.

7. Keep this group informed with stakeholder information.

DO NOT advised of future opportunities to participate in this planning process

MILL WOODS SPORTS SITE MASTER PLAN LAKEWOOD COMMUNITY LEAGUE

260 Lakewood Road East
463-3617
PO Box 32120, Mill Woods Post Office
lakewd@telusplanet.net

Dwayne Cherlenko (President)
dwaynecherlenko@shaw.ca
440-1117

(xiii) November 15, 2004

i) Background

The Lakewood Community League is located between 23 – 34 Ave and 91 – 66 Street. The community has a population of approximately 4000 people ranging in all ages. Use of the sports fields is left up to the individuals who are on current sports teams or individuals who use the site on their own time. Mill Woods Sports Site is location in the neighborhood of Lakewood Community.

ii) Current likes

- Accessible.
- Fields are well used through the spring, summer and fall.

iii) Site Factors/Considerations

- Lack of washrooms, power and water supply.
- Parking is limited.
- The signs.
- A great deal of space not being used.
- Uneven playing fields throughout the Mill Woods site.

iv) Conclusions

- Need more parking
- The concerns of the majority of stakeholders, soccer, baseball, etc. are taken very seriously so this may be done right the first time in relation to signs, permanent/non-permanent.

v) Needs Assessment

No additional comments were received for the needs assessment.

Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

MILL WOODS SPORTS SITE MASTER PLAN KNOTTWOOD COMMUNITY LEAGUE

445 Knottwood Road West
PO Box 55035 Knottwood RPO Edmonton. AB, T6K 4C5

Angie Brown (President)
dandabroun@shaw.ca
450-1005

(xiv) November 8, 2004

i) Background

The Knottwood Community League is located between 91 – 66 Street and south of 23 ave. The community has a population of approximately 3000 people ranging in all ages. Use of the sports fields is left up to the individuals who are on current sports teams or individuals who use the site on their own time. Due to the current location of the neighborhood in relation to the Mill Woods Sports site, the impact on the community would be in terms of the site road use to the site, possible lighting and noise concerns.

ii) Current likes

- Close to home.
- Like the splash park.

iii) Site Factors/Considerations

- Lack of washrooms, power and water supply.
- Parking is limited.
- Larger splash park.
- More sidewalks to move through the park as it is difficult with strollers and wheelchairs to move across the grass.

iv) Conclusions

- Bathroom facilities, water supply needs to be addressed.
- Need more parking
- More side walks to accommodate wheeled individuals.

v) Needs Assessment

No additional comments were received for the needs assessment.

Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

MILL WOODS SPORTS SITE MASTER PLAN FRERE ANTOINE SCHOOL

2850 Mill Woods Road
463-2937

(xv) December 17, 2004

i) Background

The Frere Antoine School is located at 2850 Millwoods Road. The school has a population of approximately 435 students ranging from aged 4 – 12 years and 30 adult staff members. Use of the sports fields is left up to the individuals who are on current sports teams or individuals who use the site on their own time however; the school does use the tennis courts as part of their physical education curriculum. The school is looking at increasing numbers over the next couple of years, but this will not impact their field use at the Mill Woods Sports site.

ii) Current likes

- The location of the tennis courts to the school.

iii) Site Factors/Considerations

Nothing to report

iv) Conclusions

Nothing to report

v) Needs Assessment

No additional comments were received for the needs assessment.

Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

MILL WOODS SPORTS SITE MASTER PLAN EDMONTON POLICE SERVICE

Southside Division
426-8200
(Const. Dave Woodstra)

(xvi) December 2, 2004

i) Background

ii) Current likes

iii) Site Factors/Considerations

- Look at fencing around the entire site
- With the development of any building on site, look at filling in the natural slopes with rocks (directly around the building) to eliminate hiding spots.
- Lighting on this site should be addressed.

iv) Conclusions

- The EPS would like to be involved with the project from the site from drawing stage. Look at decreasing the natural hiding spots for individuals.
- Fencing should be addressed so that motor vehicles do not drive up on to the fields
- Look at having a fencing at the entrances to the park so that traffic can not access the park after hours.

v) Needs Assessment

No additional comments were received for the needs assessment.

Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

MILL WOODS SPORTS SITE MASTER PLAN

MILL WOODS PRESIDENT'S COUNCIL

Jim Sherstabetoff (President)
jimsherstabetof@netscape.net
462-8395

(xvii) November 17, 2004

i) Background

Mill Woods President's Council represents the residents of Mill Woods and The Meadows area covering all ages, abilities. The organization is not expected to grow though the populations and membership of the constituent community leagues are expected to grow, especially in the Meadows area. This may increase use of the 3B Park, Tennis Courts, Cricket Pitches and Soccer Fields by our constituent league members and Millwood's wide sports organizations.

MWPC does not use the sports fields but uses the picnic sites, open spaces around the picnic sites for the Canada Day celebration.

ii) Current likes

- Number of fields in a central location including full size soccer fields, availability of parking in front of the MWRC and bleachers are positives.

iii) Site Factors/Considerations

- Close proximity of extremely busy street combined with low chain link fence for Western most field create safety hazard for numerous ball retrievals from traffic as well as to traffic itself.
- Lack of shelter from wind and lightning during games.
- Lack of bathroom/change room facility.
- Sometimes dangerous traffic (insufficient road width especially with start up of 3B Park
- Insufficient frequency of inspection/repair for on field holes and of mowing have all been mentioned as criticism for such a well used complex
- Lighting at the 3B park in low light spring and fall early evening periods is a safety issue requiring consideration and resolution
- Parking during major events is a challenge.

iv) Conclusions

- Would like to be apprised of the proposed redevelopment plan for our review once drafted.

v) Needs Assessment

1. Do you see this site working for you in the future? Why? Why not?

Currently meeting our needs as we program with what is on site. However, the vision of MWPC, MCARA is to have offices, storage, youth and seniors centre, park trails.

- **Office space** – Office space for the Mill Woods Youth Federation to do planning, meet and for the sports groups to have office space for their club. j
- **Storage space** – Storage space is needed for the sports teams to have their equipment housed at the same location as they play.

- **Amenities Building** – To house the offices of sports groups, community focused groups such as the seniors, and youth. Concession stand, multiple levels to house everything needed – washrooms, storage. Similar to the size of a community league hall. Access from all points so a central location is ideal. (Where the current maintenance yard is.) **For the youth**, a drop in centre that has a TV, computer lab, staff, meeting rooms for youth council, gym for activities, community hub as the 3B's Park (skateboarding, blading, biking) is close by. Multi use!
- **Amphitheatre** – Want electricity and amphitheatre located in the bowl so that Canada Day and other activities can take place using the hills as seating. 30ft x 30ft, covered gazebo like the one from Clairview area.
- **Basketball section** – current plans include the “tennis courts” by the 3B park to be turned into basketball courts and a volleyball court.
- **More trees with seating areas**
- **Walking trails and pathways** - that can be turned into cross country skiing in the winter months. Sidewalks to connect pathways from roads to park areas.
- **Seniors walk area** – by the pond area. Along with exercise stations for the seniors to take part in.

3. What are your current spatial requirements? ie parking, field size

Canada Day

- a. **Parking** - is definitely an issue for Canada Day however, other arrangements are made. Canada Day currently has 50,000 from 6-11pm and from 10,000 from 2-6pm. Parking in the emergency ring road is a problem.
- b. **Washrooms** – 20 port-a-potties are brought onto site by the pond area for this event. Would like to see washroom facility by the spray deck/picnic sites, power.
- c. **3B's Park** – Around the 3B's Park, grass, trees and volleyball (sand) courts are to be developed. That being said, may need to look at the type of trees (no deciduous trees) around this amenity and a relocation of the sand volleyball courts.
- d. **From the Community patrol point of view** – have a road or large walk way linking the 23 Ave and emergency road for emergency vehicles.

3. Do you have any spatial requirements to a facility?

(i.e. access to washroom, storage space, etc...)

Yes, we would like to see an amenities building placed central on the park site. A great spot that would accommodate a number of the parks users would be the existing maintenance building location. We would like to see the amenities building be able to accommodate space for storage for any users that require the space, concession space, washrooms, drop in centre for youth and seniors.

4. Are you looking at any infrastructural needs, wants, desires due to future expansion? (e.g. parking, lighting, site furniture, etc...)

Yes, lighting on 3 soccer fields, amphitheatre, amenity building, trails, pathways, finish off 3B's park with lighting, basketball court, volleyball court, trees.

4. Are you planning any major events requiring larger field, space or administration space use? If so, please provide in detail, including proposed dates.

We currently hold an annual Mill Woods Canada Day event 2 – 11pm. 50,000+ folks visit the park on this day. Fireworks, stage, washrooms, stage show are all brought in.

6. Are there any current issues related to your sport, activity on the Mill Woods Park site?

None that haven't already be mentioned in previous questions.

7. Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process.

MILL WOODS SPORTS SITE MASTER PLAN LITTLE LEAGUE ASSOCIATION

Richard O. Makarowski, C.S.T.

Millwoods Little League, call 989-5050

richard.makarowski@canam.com

info@millwoodsbaseball.ca

Can-Am Geomatics Corp.

Suite 110, 7909 51st Avenue
Edmonton, Alberta
T6E 5L9
Phone: 780-468-5900
Fax: 780-466-0476

(xviii) May 17, 2006

i) Background

We have been trying different ways of attracting more players to our sport and have been successful in a limited trial. Next year we expect our registrations to increase by at least 40% at the younger levels, 5 to 10 year olds. Hopefully this will give us a solid base for our older age groups.

ii) Current likes

- The location is central to all the team members.

iii) Site Factors/Considerations

- Increased parking
- Currently spending a lot of resources combating the vandalism.
- A new entrance into the parking lot from 23rd Avenue Eastbound would be nice.
- Expansion of their fencing (program statement is in for this, May 2006)

iv) Conclusions

- Increase number of parking to meet the development and growth of this park as we are under supplied already.
- Building to house equipment, meetings
- Vandalism to their current structure

v) Needs Assessment

1. Do you see this site working for you in the future? Why? Why not?

Yes we can see this site working for us in the future. We like the location which is very central to Mill Woods

2. What are your current spatial requirements? ie parking, field size

We are always very short on parking. If we have a minimum of three of our diamond occupied with games on any weeknight except Friday. That is enough to fill the existing lot. We have five

diamonds in the area that are used on a rotating basis. If there is a football or soccer game as well as our games the parking situation is chaotic. People are double parking and ignoring the handicap signs.

**3. Do you have any spatial requirements to a facility?
(i.e. access to washroom, storage space, etc...)**

- We use a portable toilet service every year. Our league pays for the spring season and half the summer and then the Grizzlies Football Club takes over the contract. We have been doing this for years and it has worked well.
- We have a storage shed attached to Diamond #4 that also services our Batting Cage. We store all our equipment like bats, bases, uniforms, etc. in the shack and use the batting cage to store our landscaping equipment. We would like to build a new batting cage off the west end of our shack because the present cage can't be used on game nights because it is considered too close to the playing field and it would distract the players on the field.

4. Are you looking at any infrastructural needs, wants, desires due to future expansion? (e.g. parking, lighting, site furniture, etc...)

- MORE PARKING!!!
- A new batting cage west of our shack.
- An outfield fence around Diamond #2

5. Are you planning any major events requiring larger field, space or administration space use? If so, please provide in detail, including proposed dates.

Every year we have been hosting a Major's (11 to 12 Year olds) Tournament. We have had success with our existing facilities in the past but this year we are going to be requiring some addition diamonds outside of our Home Base.

6. Are there any current issues related to your sport, activity on the Mill Woods Park site?

Ever since the skateboard park came online we have had a constant vandalism problem. We are always finding the remains of garbage fires in our dugouts. Broken glass has to be cleaned up every week beer bottles and liquor bottles. On some occasions condoms and drug needles have been found.

7. Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process

MILL WOODS SPORTS SITE MASTER PLAN

COE - CITY WIDE SERVICES – PROGRAM TEAM

Heather Shepard
Heather.shepard@edmonton.ca
South Program Manager
496 – 3479

Vacant
South Program Manager
496 – 7971

Gregg Cernes
gregg.cernes@edmonton.ca
Youth Program Manager
496 - 3476

Circle Square
11808 St. Albert Trail
Edmonton, AB

(xix) May 17, 2006

i) Background

Program team executes programming in conjunction with Community leagues. Direct programming occurs on this site through Registered Programs. Staff is also allocated to the Spray Deck during the June – September months and skateboard staff is on site May - October.

ii) Current likes

- The amenities on site.

iii) Site Factors/Considerations

- Shelters around the lake with storage and washrooms.
- Permanent shelter with washrooms, storage space, classroom around the 3B's park.
- Playground at the spray deck to complete the package of this site on the corner of 66 Street and 23 Ave..
- Update the spray park with more spray features
- Enhance skateboard park with basketball nets, volleyball courts
- Do not encourage lighting around 3B's park as it will be opened 24/7.
- Clarify the 3B's park – is a facility? If so, it needs to go to Facilities branch.
- Rock climbing wall or something for the children age.
- Power around 3 B's Park and spray feature

iv) Conclusions

- See above

v) Needs Assessment

1. Do you see this site working for you in the future? Why? Why not?

Yes this site works for us. Currently fit programming in with amenities on site.

2. What are your current spatial requirements? ie parking, field size

See above comments

.

3. Do you have any spatial requirements to a facility?

(i.e. access to washroom, storage space, etc...)

- We use portable toilets by the spray deck.
- Hosts learn to skateboard lessons every summer for the past 2 summers at the park and in the Mill Woods Rec. Centre.
- We have a storage shed brought out to hold tools, chairs, brooms for the staff by the 3B's Park and another one that holds items for the spray park staff.

4. Are you looking at any infrastructural needs, wants, desires due to future expansion? (e.g. parking, lighting, site furniture, etc...)

- Storage!

5. Are you planning any major events requiring larger field, space or administration space use? If so, please provide in detail, including proposed dates. No

6. Are there any current issues related to your sport, activity on the Mill Woods Park site?

Storage seems to be the largest problem along with washroom useage.

7. Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process

MILL WOODS SPORTS SITE MASTER PLAN

COE – ASSET MANAGEMENT – PARK OPERATION

Darrell Malaynko
Darrell.malaynko@edmonton.ca
9120 – 37 Ave
Edmonton, AB
496-4794

(xx) May 17, 2006

i) Background

The Maintenance yard has been on site for many years. Their role is to house the grass cutting crew (20-30 staff) for this site along with the storage of wood chips, shale, provide security to the site. There is staff 7 days a week, May – September. Pick up trucks, mowers, water trucks, 3 ton dump trucks are housed at this location. 4 supervisors work out of this site alongside the 30 seasonal staff.

ii) Current likes

- The location is central.

iii) Site Factors/Considerations

- Look at a 10' sidewalk as a 2nd access for maintenance and security instead of a road.
- If moving the amenity building and expanding;
 - Washroom, clean up facilities for staff need to remain.
 - Access to grass cutting equipment is key
 - Access to piles of shale, wood chips is key but does not have to be next to building.
 - Compound must be armed due to vandalism
 - First aid station
 - See Gold Stick park for ideas on maintenance likes

iv) Conclusions

- Is flexible with layout of the amenity building
- Currently only source of water supply and electricity

v) Needs Assessment

1. Do you see this site working for you in the future? Why? Why not?

Yes.

2. What are your current spatial requirements? ie parking, field size

Current amenity building that houses trucks, staff and grass cutting equipment.

3. Do you have any spatial requirements to a facility?

(i.e. access to washroom, storage space, etc...)

- Due to staff being on site, office, washroom, storage facility that is armed.

4. Are you looking at any infrastructural needs, wants, desires due to future expansion? (e.g. parking, lighting, site furniture, etc...) No

5. Are you planning any major events requiring larger field, space or administration space use? If so, please provide in detail, including proposed dates. NO

6. Are there any current issues related to your sport, activity on the Mill Woods Park site? No

7. Keep this group informed with stakeholder information and advised of future opportunities to participate in this planning process

BACKGROUND INFORMATION STATEMENT

MILL WOODS SPORTS SITE MASTER PLAN SHEPHERD'S CARE FOUNDATION

Dear Shelley,

Thank you for your recent letter regarding future development of the Mill Woods Park. I have spoken with our residents and our greatest concern is the lack of parking for those who use the Mill Woods Park. Community groups use our Millwoods Manor and Millwoods Shepherd's Care Center parking lots and have blocked off emergency access, especially on July 1st!

Please indicate the time that the Stakeholders meeting will take place. May I send a volunteer representative on my behalf?

Yes, I would like to receive a copy of the stakeholder input. Yes, I would want to be advised of future opportunities to participate in this planning process.

Sincerely,

Karin Ristau

Site Supervisor of Millwoods and Southside Manors

Volunteer Services Manager

SHEPHERD'S CARE FOUNDATION

6620-28 Avenue

Edmonton, AB T6K 2R1

1.780.463.9810

MILL WOODS SPORTS SITE MASTER PLAN

RESIDENT FEEDBACK

i) House holds

Keep informed & Participate

Do not keep informed & Participate

Kevin House
2112 – 72 Street
T6K 2C3

B. Corlett (462 – 9729)
7312 – 21 Ave
T6K 2C4

Eleanor Stallknecht (463 – 0509)
7630 – 21 Ave
T6K 2H4

Mr. Roehr
6708 – 22 Ave

Councillor David Thiele

ii) Current likes

- Sports facilities close by.

iii) Dislikes

- Too much music during festival season.
- Dogs are not allowed, even on a leash.

iv) Site Factors/Considerations

- Keep it as a Park and add on lighting, spectator seating to match JP and Coronation Parks.
- The openness of the park allows many people to participate in events.
- Will the road expand – corner of 23 Ave & 66 Street?
- Should not be overused when field permits are used (better control)
- Re-design front parking to encourage use and easier to walk through - flow through from 28 Avenue to back of property
- Opportunity to relocate trailers at building rinks or pool
- More supervision of overall site (cans etc)
- Bleachers, large and small
- Have accessibility committee or expert check site out

Meeting Notes


Stantec

Millwoods Sport Site Stakeholder Meeting - Grizzlies

FILE 1161 32071

Date: February 22, 2007
 Place/Time: Stantec / 4:30
 Next Meeting:
 Attendees: Brent Holden, Grizzlies Football Association
 Michael Bernardin, Stantec
 Penny Dunford, Stantec
 Shelley Kwong, City of Edmonton
 Kevin Dieterman, City of Edmonton
 Absentees: Elaine Betchinski, City of Edmonton
 Ted Jenkins, City of Edmonton
 Ryan Malloy, Grizzlies Football Association
 Distribution: Attendees & Absentees

Item:
Action:
Site Usage

Info

Grizzlies currently have 5 teams (2 atom, 2 peewee & 1 bantam) and plan to add 1 midget team within two years.

Practices are held 3 times per week in the evenings on the two fields labeled "F". Games are held on weekends on field labeled "G". Program runs yearly from May to November.

Parking capacity is generally adequate.

Field conditions have been very good and are well maintained.

Field "G" should be further developed since it is the main focus on the weekends. Upgraded bleachers and possible lighting need to be considered.

Grizzlies do not have home base agreement.

Site Lighting

Info

Practices typically run well into evenings and portable lighting system is brought in. Current system is run off a generator and is inadequate due to noise and air pollution. Grizzlies would like to see permanent lighting system installed for practices.

Look into option of adding light fixtures to existing street light poles West of field "F" would improve lighting situation.

Minimum of two light fields are required, but would make use of four light fields in the future.

Grizzlies would use fields "G" and "H" and/or fields "F" for practice if they were light.

Storage / Amenity Building

Info

Currently equipment is stored in small building next to maintenance yard. Small office space is also within. Roof is damaged and water leaks inside.

Currently difficult to access storage building with vehicle.

Desired upgrades include building that allows equipment & 1st aid storage (slightly larger than current building size), 4 change rooms that would accommodate 40 people each, common washrooms with showers, office space, multi purpose room for parents and small gatherings and kitchenette/concession area.

Change rooms and concession would be best utilized if located near field "G". Grizzlies would be interested in operation / leasing of concession.

Miscellaneous

Info

Lighting solution is stressed as being the 1st priority. Grizzlies would consider agreement to look after lighting maintenance.

Grizzlies will look into eligibility for grant money to help fund and accelerate lighting objectives.

The meeting adjourned at 5:30 AM.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

STANTEC CONSULTING LTD.

Michael Bernardin
Urban Land
mbernardin@stantec.com

Attachment:

c.


Stantec

Meeting Notes

Millwoods Sport Site Stakeholder Meeting Edmonton & District Cricket League

FILE 1161 32071

Date: March 01 , 2007
 Place/Time: Stantec / 3:30
 Next Meeting: TBA
 Attendees: George Robinson, Edm & Dist Cricket League
 Michael Bernardin, Stantec
 Shelley Kwong, City of Edmonton
 Ted Jenkins, City of Edmonton
 Absentees: Elaine Betchinski, City of Edmonton
 Kevin Dieterman, City of Edmonton
 Penny Dunford, Stantec
 Distribution: Attendees & Absentees

Item:
Action:
General

Info

Large mats need to be set out for each game (mat size = 3 yards wide x 22 yards long). Mats need to be protected from the elements and properly stored when not in use.

The two practice nets / batting cages that are onsite are sufficient. Batting cages are not used during a game. Moving the cages to position "E" is acceptable so long as the evening sun does not shine in the eyes of the batter.

Batting cages at Victoria park are ideal size.

Concrete "run up" pad for batting cages may encroach onto the field of play but preferably not.

Cricket season runs May – September. Practice pitches are used during week days; playing field is used on weekends only, games last from noon to 7:20 p.m.

Cricket playing field cannot be combined with other sports due to the sensitivity of the wicket and smooth field surface required (cleats are not allowed, flat bottom shoes only). A second cricket pitch in this area is therefore not likely.

The league requires an additional pitch at some location in the City within 1 to 2 years.

No other elements such as benches or stands are required. Cricket is

Stantec

March 01 , 2007
Millwoods Sport Site Stakeholder Meeting
Edmonton & District Cricket League
Page 2 of 2

a social event and spectators typically bring fold up chairs and set up along the sidelines.

Parking

Info

Parking space is always a problem during games especially when adjacent soccer fields are in use. Most people currently park in Church parking lot across the street.

Stantec to try and incorporate additional parking in close proximity to cricket pitch.

50-60 cars are expected at each game.

Storage / Amenity Building

Info

Storage space is required for mats, pegs and line markers only. Mats are rolled up when not in use. Size of box that is currently used is adequate – somewhat larger would be better. Mats are heavy and require about 6 people to move them. It is essential that the storage facility is located within close proximity to the field. Storage shed at St. Albert site is a good size.

Because of duration of game, washrooms within close proximity are essential. Porta-potties are currently being used but are prone to vandalism.

A multi purpose building on South side of berm (south of cricket pitch) that would incorporate storage, washrooms, and a gathering space for waiting out the rain would work so long as it is not too far from the playing field.

A centralized amenity building would not be well utilized by Cricket League.

Miscellaneous

Edm & Dist
Cricket League

League will look into eligibility for grant money to help with funding.

The meeting adjourned at 4:30 PM.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

STANTEC CONSULTING LTD.

Michael Bernardin
Urban Land
mbernardin@stantec.com

Attachment:

c.

Meeting Notes


Stantec

Millwoods Sport Site Stakeholder Meeting

Millwoods Soccer Association

FILE 1161 32071

Date: March 08 , 2007
 Place/Time: Stantec / 3:30
 Next Meeting: TBA
 Attendees: Joe Herlein, Millwoods Soccer Assoc.
 Canute Cupid, Millwoods Soccer Assoc.
 Michael Bernardin, Stantec
 Shelley Kwong, City of Edmonton
 Kevin Dieterman, City of Edmonton
 Absentees: Elaine Betchinski, City of Edmonton
 Ted Jenkins, City of Edmonton
 Penny Dunford, Stantec
 Distribution: Attendees & Absentees

Item:
Action:
General

Info

Currently all 5 fields are used throughout the season (May – September).

Annual tournament is held May long weekend.

Group size is expected to expand and more playing fields are essential.

One more field added on the Millwoods site is top needs priority of Millwoods Soccer Association, even if it a multiuse field.

Parking

Info

Parking shortage is a major problem.

Expect 30 cars per field per game = 150 parking spots required and more during tournaments.

Storage / Amenity Building

Info

Require storage space for up to 200 nets and balls and jerseys. A storage room of about 300 sq. ft. would be adequate.

Stantec

March 08 , 2007
Millwoods Sport Site Stakeholder Meeting
Millwoods Soccer Association
Page 2 of 2

Would make us of office space if it were available.

An indoor meeting space would also be useful. Typically coaches meetings are held once a month and can have 40-50 people in attendance. Sometimes up to 70 people attend certain meetings.

Currently porta-potties are rented for tournaments only. They are prone to vandalism if left out throughout the season.

Miscellaneous

League would consider helping out financially by fundraising and look into eligibility for grant money.

The meeting adjourned at 4:30 PM.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

STANTEC CONSULTING LTD.

Michael Bernardin
Urban Land
mbernardin@stantec.com

Attachment:

c.

Meeting Notes


Stantec

Mill Woods Sport Site Stakeholder Meeting

MCARFA & MWPC

FILE 1161 32071

Date: March 22 , 2007
 Place/Time: Stantec / 4:00
 Next Meeting: TBA
 Attendees: Vince Laberge, MCARFA
 Larry Billing, MCARFA
 Jim Sherstabetoff, MWPC
 Michael Bernardin, Stantec
 Penny Dunford, Stantec
 Shelley Kwong, City of Edmonton
 Kevin Dieterman, City of Edmonton
 Absentees: Ted Jenkins, City of Edmonton
 Distribution: Attendees & Absentees

Item:
Action:
General

The Recreation Centre is planning an addition of 2500 sq.ft. youth centre. Early discussions included the possibility of a larger building to combine the youth centre with other facilities to serve park users. These plans are currently with the Facilities Planning Process. Shelly to contact the Facilities Planning group to confirm status.

Kwong

MCARFA & MWPC firmly express that current location and size of maintenance yard is not acceptable. Kevin to check if documentation exists suggesting that its current location was intended to be temporary. Kevin also to look into possibilities of accommodating the maintenance yard at an alternate site.

Dieterman

Lighting of skate park is the high priority for improvements in the park. MCARFA and MWPC in favor of keeping lights on throughout the night for improved surveillance.

Info

Primary focus of MWPC is to represent 10 community leagues. Youth group facility and youth sports are highest priorities.

Info

Minor youth hockey is a user of the Rec Centre and it was suggested that they could use on site storage, if available

Info

Consideration to be made to cost implications of relocation of tennis courts adjacent to skate park. MCARFA was involved in original plan for skate park design and construction.

Info

Single lane road adjacent to recreation centre is always plugged with traffic during events. Solution should be included in master plan

Stantec

Review demand for proposed sand volleyball courts as it seems to be a low priority amongst youth.

Stantec

Lack of parking is an issue for most user groups

Info

Access to water is desired on site for drinking and for wetting down fields.

Info

A formal trail leading from one end of site to the other is desired.

Info

The meeting adjourned at 5:00 PM.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

STANTEC CONSULTING LTD.

Michael Bernardin
Urban Land
mbernardin@stantec.com

Attachment:

c.

Meeting Notes


Stantec

Millwoods Sport Site Stakeholder Meeting

Percy Page High School

FILE 1161 32071

Date: April 12 , 2007
 Place/Time: Stantec / 3:00
 Next Meeting: TBA
 Attendees: Brad Stawnicky, EPSB
 Michael Bernardin, Stantec
 Shelley Kwong, City of Edmonton
 Penny Dunford, Stantec
 Absentees: Ted Jenkins, City of Edmonton
 Kevin Dieterman, City of Edmonton
 Distribution: Attendees & Absentees

Item:	Action:
General	
Skate park is very popular and widely used throughout most of the days. Not uncommon to see 30 to 60 people at once. Lighting skate park would be favorable.	Info
Basketball courts would complement skate park if located within close proximity. Percy Page in dire need of more basketball courts.	Info
Area at south west corner of site is used by students for discus and shot put practice.	Info
Percy Page uses field "G" as home field for soccer and field "H" for rugby and football practice. Majority of use is 3:30 to 6:00 p.m. Typically students mostly use fields with the closest proximity to school.	Info
Currently tennis courts immediately adjacent to skate park have no nets and are unusable. Percy Page needs more than 4 courts for Phys.ed classes. Six functional courts would be enough.	Info
Baseball field "I" south of maintenance yard is most widely used by Percy Page students. It is in best condition and ideal size for softball.	Info
Percy Page doesn't have much use for the two small baseball fields. Would prefer to see one softball field in their place.	Info
East end of site is used only for cross country running practice. Students do not typically use water park.	Info

Stantec

April 12 , 2007
Millwoods Sport Site Stakeholder Meeting
Percy Page High School
Page 2 of 2

Long jump pits on south side of field "G" are in need of maintenance. Currently there are no "take-off" boards; ideally boards would be added for long jump and triple jump.

Info

Parking

Info

Road south of school gets congested during summer, mostly in evenings, less problematic during work day. Look into angle parking or road widening.

Info

There is an open area south of school, on school property that could be used for additional parking or basketball court space. Currently this area is used to host BBQs. This area is within the school building envelope and outside the scope of this project.

Info

Parking area south of maintenance yard causes a lot of dust in the area. Paved surface would aid in structuring parking stalls and reducing dust.

Info

Miscellaneous.

Brad offered to deliver questionnaires to students if their feedback is wanted.

Info

The meeting adjourned at 3:45 PM.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

STANTEC CONSULTING LTD.

Michael Bernardin
Urban Land
mbernardin@stantec.com

Attachment:

C.

Meeting Notes


Stantec

Millwoods Sport Site Stakeholder Meeting

Holy Trinity High School

FILE 1161 32071

Date: April 23 , 2007
 Place/Time: Stantec / 2:00
 Next Meeting: TBA
 Attendees: Angela Cochrane
 Michael Bernardin, Stantec
 Shelley Kwong, City of Edmonton
 Penny Dunford, Stantec
 Kevin Dieterman, City of Edmonton
 Absentees: Ted Jenkins, City of Edmonton
 Distribution: Attendees & Absentees

Item:	Action:
General	
Removal of tennis courts is disappointing. Holy Trinity could make use of 8 courts. Six would be helpful. Tennis training runs two weeks in the spring and two weeks in the fall. Other small schools in the area also make use of them.	Info
Track is used often by Holy Trinity and is well maintained. Long jump and triple jump pits are in need of work. Holy Trinity would make better use of them if they were kept in better condition.	Info
Area north of maintenance yard is used by students for discus and shot put practice.	Info
Beach volleyball is lowest priority. Additional tennis courts and/or basketball courts is a preferred use of space.	Info
A practice wall near the tennis courts would be useful.	Info
Baseball field "I" south of maintenance yard is most widely used by Holy Trinity students. It is in best condition and ideal size for softball. Two smaller fields are also used.	Info
Students typically use soccer fields that are within closest proximity – fields "F" and "H".	Info
East end of site is used only for cross country running practice. Students use water park during last week of classes. Perimeter of site used for inline skating	Info

Stantec

April 23 , 2007
Millwoods Sport Site Stakeholder Meeting
Holy Trinity High School
Page 2 of 2

Students use fields daily during week days up until 6:00. Info

Maintenance yard does not conflict with student's sporting activities. Info

Proposed amenity building would be of little use to this user group.

Parking Info

Parking is not a problem during the day. Parking becomes a real issue in the evenings. Info

Miscellaneous.

Questionnaires could be delivered to students if their feedback is wanted. Info

The meeting adjourned at 2:45 PM.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

STANTEC CONSULTING LTD.

Michael Bernardin
Urban Land
mbernardin@stantec.com

Attachment:

C.

Meeting Notes


Stantec

Millwoods Sport Site Stakeholder Meeting

Little League Association

FILE 1161 32071

Date: April 25 , 2007
 Place/Time: Stantec / 4:00
 Next Meeting: TBA
 Attendees: Richard Makarowski, Little League Assoc.
 Michael Bernardin, Stantec
 Shelley Kwong, City of Edmonton
 Penny Dunford, Stantec
 Ted Jenkins, City of Edmonton
 Absentees: Kevin Dieterman, City of Edmonton
 Distribution: Attendees & Absentees

Item:	Action:
General	
League games Monday to Friday, 6:00 to 8:30. Saturday and Sunday are practice days with the diamonds in use from 9:00 AM to 9:00 PM. Yearly tournament is held 1 st weekend in June.	Info
#4 and #2 fields are the same size – plan is deceiving.	Info
#4 field is in best condition. #3 field is of lesser quality - no benches or enclosure. Would like to see #2 field brought up to standard; currently backstop is too close.	Info
Little League plans to extend height of fence on field #4 for spectator safety at their own cost.	Info
Parks storage yard does not interfere with Little League's activities. More vandalism and graffiti has been noticed since skate park was built.	Info
Storage / Amenity Building	
Currently use storage shed north side of field #4, size +/-12' x 40'. Would like to upgrade size and condition of shed. Used throughout year mainly for storing helmets, bats, uniforms and bases.	Info
No need for more office space.	Info
In favor of onsite washroom facility and concession. Permanent concession would potentially be used every	Info

April 25 , 2007

Millwoods Sport Site Stakeholder Meeting

Little League Association

Page 2 of 2

evening during summer.

Parking

Use parking lot south of maintenance yard for parking. More parking is needed desperately – many people double park during game nights.

Info

Would consider giving up field #2 for parking in exchange for upgrading field #3 to current standard.

Info

The meeting adjourned at 4:45 PM.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

STANTEC CONSULTING LTD.

Michael Bernardin
Urban Land
mbernardin@stantec.com

Attachment:

C.

2 CPTED REPORT



MILL WOODS SPORT SITE CPTED ASSESSMENT

CPTED (Crime Prevention Through Environmental Design) is based on the premise that "the proper design and effective use of the built environment can lead to a reduction in the incidence and fear of crime and an improvement in the quality of life."

June 18, 2007

CPTED

This assessment is based on the principles of CPTED (Crime Prevention Through Environmental Design). The three main principles of CPTED are **Natural Surveillance**, **Natural Access Control** and **Territoriality**.

Natural surveillance is a design concept that is directed primarily at keeping intruders under observation through the normal and routine use of the environment. **Access control** is a strategy used to deny access to a location through all but areas under natural surveillance and thereby create a perception of risk in offenders. **Territoriality** is all about claiming ownership of one's own property and thereby defining changes from public space to semi-private to private space.

The enclosed CPTED assessment and recommendations are not intended to make the site "criminal-proof." They will, however, reduce the probability of criminal activity taking place if properly applied and maintained.

Crime prevention, like all management responsibilities will require constant upgrading and attention to further keep abreast of the changing operational needs of the site.

Implementation of the enclosed recommendations should not be fragmented. Many times the incorporation of one phase depends upon the implementation of other security recommendations and failure to utilize the systems approach can breach all elements of the system.

The physical environment can be manipulated to produce behavioral effects that will reduce fear and incidence of crime.

Issues and Concerns

The Mill Woods Sport Site review showed that there are some areas of concern. Vandalism has been a problem in some areas. Priority areas include the cricket facilities (trailer burned down 2005), skateboard park area and spray park. Also, the Little League Association has reported that they are always cleaning up needles and condoms from their dugouts.

Tools

The following CPTED assessment tools were used in this review of the Mill Woods Sport Site

- Site observations / 2 site visits
- Review of land use
- Review of crime statistics for the park and surrounding areas and informal discussion with Edmonton Police Officer.

Observations and Recommendations

Site observations occurred February 15 and June 13, 2007.

On February 15, at 2:00 in the afternoon there were a variety of activities taking place. There were people tobogganing, an ice-skater, someone making a fire at a picnic site by the SWMF, and evidence of recent snowshoeing. The pathways were kept clear of snow. Some graffiti was observed.

On June 13 at 11:00 a.m. a second visit was made to the site. There were a few users in the park. Closer to lunch more people were on-site walking, eating their lunch, using the sports fields, and the skateboard park. The site looked clean, was mown and very little litter was observed. Graffiti was noted throughout the site.

SIGHTLINES

There are clear sightlines into the site along 28 Avenue. The cricket field is visible. Planted berming along much of the perimeter blocks open sightlines into the site preventing clear sightlines into the site. Berming provides a natural windbreak and attenuation from the noise and landscape of the surrounding busy streets and urban environment.

Surrounding the site are mixed-use areas. To the north is a strip mall, Grant MacEwan College campus, town houses, a condominium complex and a church. To the east is the Mill Woods Town Centre Mall and assorted commercial uses. The south side has residential lots. These are separated from the site with 4 lanes of traffic and a tree buffer. To the west residential lots are separated from the site with traffic lanes and wood screen fencing. There is little natural surveillance from these surrounding areas.

Recommendations

Additional trails and traffic access into the sight would allow for additional surveillance, formal and informal, to activities in the site. Increasing on-site activities would also bring more people/eyes closer to areas to encourage natural surveillance.

LIGHTING

Existing pathways are lit. There is lighting along the interior road. There is no lighting at Skateboard Park. There is user controlled lighting at tennis courts. Flood lighting was noted at the pond/skating rink and toboggan hill.

Recommendations

Maintain lamps in fixtures. Burned bulbs should be replaced within 24 hours. Ensure lighting provides visibility to recognize a face at 15m. Install lighting at Skateboard Park, so users can safely use this facility until 11:00 when the park closes. Areas not intended for nighttime use should not be lit. All areas intended for nighttime use lit to City of Edmonton standards.

GRAFFITI

Some benches and picnic tables, and most vertical surfaces were graffitied to some extent. The baseball dugouts were heavily graffitied. The skateboard park was heavily graffitied

Recommendations

All graffiti should be cleaned up within 24 hours. Wall-to-wall identical color matching is the most effective way to reduce the odds of recurrence. Having an art mural (not graffiti-like) painted on surfaces that are prone to graffiti has been shown to prevent further graffiti. In areas where graffiti is a problem, consider the use of low pressure sodium lights. This monochromatic light source distorts color rendition, and is also known to cause headaches, thereby discouraging loitering.

OWNERSHIP, MAINTENANCE & MANAGEMENT***Recommendations***

A clear understanding of who is responsible for what is important. Home Base agreements with user groups can provide an improved sense of ownership. Ensure space is maintained. All maintenance issues and vandalism need to be reported and dealt with promptly and consistently. If prompt attention is not given to maintaining a property, it can contribute to a sense of fear.

The Broken Window Theory states that if a property is allowed to remain in a state of disrepair, you invite additional damage and more serious crime by giving the impression that you do not care and will allow criminal activity to continue.

Communication

It is important that user groups have a relationship with the Police and with the Community.

SIGNS & INFORMATION

There are "Mill Woods Park" signs, complete with street address, on the corner of 66 Street and 28 Avenue and the corner of 66 Street and 23 Avenue, at the pedestrian entrances to the site. There is a "Mill Woods Recreation Centre" sign on the corner of 23 Avenue and Mill Woods Road NW. There is a variety of signage throughout the site including no dogs allowed, water park hours and rules, tennis court hours and rules, skate board park hours and rules, toboggan hill rules.

Recommendations

Proper signage is important. There should be an entrance sign located at each vehicle entry with street address printed large enough for an emergency responder to see. Refer to City of Edmonton Addressing Bylaw #9668. There should be signage clearly stating hours of operation, rules of conduct and consequences (including fines) throughout the site. Security and monitoring should be explained; i.e.) “This site monitored 24 hours by Mill Wood’s Community Patrol and City of Edmonton Police Department.” There should be signage stating how maintenance problems are to be reported; i.e.) who to report vandalism or burned out lights. Wayfinding signage is helpful as well as maps for a site this large.

ACCESSIBILITY

There are 4 vehicular entrances into the site. The south entrance is only accessible via the westerly flowing lanes. The current pathways are lit, wide and well maintained. Most pathways allow for open sightlines. An area of concern that was noted is a seating area adjacent to the pathway over the culvert next to the SWMF. The current setup does not allow a user to bypass someone using the seating area.

Recommendations

All directional access for vehicles into the site is recommended on the South side of the site.

The addition of more pathways and parking would bring more people into and through the site. It would also provide alternative directions of travel and avenues of ‘escape’. More pathways would increase natural surveillance, keeping any potential criminals under observation simply through normal and routine use of the site.

Ensure that all pathways are clearly defined, wide, and well lit. Tree planting should consider keeping sightlines open for trail users allowing them to see their surroundings.

All pathways, parking and washroom facilities must take into account all users, including physically disadvantaged and wheelchair users

SECURITY

A Firehall and Police Station are in close proximity to the site. Mill Woods also has an active Mill Woods Community Patrol. An emergency Blue Phone is located on the east side of the site.

**MILL WOODS SPORT SITE
CPTED REPORT*****Recommendations***

The addition of a second emergency Blue Phone would benefit users by providing direct access to police and give an added sense of safety and security. Utilize existing citizen patrols to assist in monitoring of site.

Buildings and Storage

Any buildings or storage facilities need proper target hardening, i.e.) locks, laminate glass w/ security film on all glass. Lighting and consideration of natural surveillance should also be taken into account for locating these buildings.

CRIME STATISTICS

Crime statistics for the Mill Woods Park for 2005, 2006 and the months of Jan, Feb and March 2007 are attached. The author spoke to Cst. Linda Herczeg , Special Investigations Division, and was told that there has only been one incident of racial graffiti that they were aware of (2006).

Conclusion

This CPTED assessment was conducted to address improving safety, usability and accessibility of the Mill Woods Sports Site. The basic CPTED principles of Access Control, Natural Surveillance and Territoriality can be implemented to provide a more user friendly environment.

A summary of recommendations follows:

- Improve access into site through road or trail construction to improve natural passive surveillance and police surveillance.
- Provide signage at entrance points c/w address – numbers clearly visible for emergency responders. Other signage would include information signage, i.e.) site map, 'rules of conduct', phone numbers for reporting problems.
- Provide site lighting for all internal trails and the Skateboard Park.
- Adopt a zero tolerance for graffiti.
- Maintain a diligent maintenance program.

**MILL WOODS SPORT SITE
CPTED REPORT**

- Consider CPTED principles for any proposed new development at the site, including adequate sightlines and access to all new facilities. Clearly define public space, and private space, i.e.) storage facilities.
- Install an additional blue phone on the site.
- Replace sub grade dugouts with surface dugouts
- Create and maintain insider Home Base Agreements for all sport groups.

None of the recommendations offered are compulsory under law, but this report can be made public under an application under the Freedom of Information and the Protection of Privacy Act (FOIP). This report does not address issues of responsibility concerning a civil litigation action. You should consult a lawyer familiar in this area for this type of advice.

I hope that this CPTED assessment will assist you in making some improvements for the Mill Woods Sports Site. If any additional information on this review is required, please contact Diane Fitzpatrick at diane.fitzpatrick@stantec.com or (780)917-8587.

CPTED Practitioner: Diane Fitzpatrick, LAT
Consultant, Stantec Consulting Ltd.

3 CROSSING AGREEMENT INFORMATION

CROSSING AGREEMENT INFORMATION

Crossing Agreements must be obtained by Imperial Oil for any work that will occur on or adjacent to their right of way. Crossing agreements are typically valid for a period of one year, so applications should be made during the detailed design phase, several months prior to the anticipated construction. Contact information is as follows:

IMPERIAL OIL, Products & Chemicals Division
Edmonton Field Office
2002 – 4th Street
Leduc, AB. T9E 7W4

Mr. R.M. (Rich) Lamont, Right-Of-Way Coordinator Ph: (780) 955 6178 / Cell @ 699 0648;
Fax: (780) 955 6156
Mr. Kevin Klein, Crossing Inspector Ph: (780) 955 6109, Fax: (780) 955 6156

4 BUDGET ESTIMATE

Work	Description	Estimate	Group Funded	City Funded
PHASE ONE - 2007-2008				
Detailed Design - phase 1 and 2 items				
Construct New Operations Yard	Tree Transplants (4 @ \$1500ea.)	\$207,600.00		\$ 207,600.00
	Grading (570 cu.m @ \$15)	\$6,000.00		\$ 6,000.00
	Retaining Wall (152sq. M @ \$300)	\$8,600.00		\$ 8,600.00
	1.8m Ht. Wood Screen Fence (180m @ \$120)	\$45,600.00		\$ 45,600.00
	Remove existing yard	\$21,600.00		\$ 21,600.00
Lighting for North Fields	Grizzlies Practice Field Lighting	\$50,000.00		\$ 50,000.00
Field Layout Adjustment	move fixtures	\$30,000.00	\$30,000.00	\$ -
Ball Diamond Upgrades	Reorientation of fixtures - Diamond 2	\$5,000.00		\$ 5,000.00
	Topsoil and Seed (3800 sq. m @ \$6)	\$20,000.00	\$51,000.00	\$ -
	Batting cages	\$22,800.00		\$ -
	Storage	\$5,000.00		\$ -
		\$2,200.00		\$ -
	Dugout Improvements	\$1,000.00		
Construct New Tennis Courts	Topsoil stripping (1200m2)	\$3,600.00		\$ 3,600.00
	Rough Grading (1200sq.m)	\$12,000.00		\$ 12,000.00
	Construction and Fixtures	\$150,000.00		\$ 150,000.00
Basketball Court Conversion	Construction and Fixtures	\$50,000.00		\$ 50,000.00
Skate Park/Tennis/Basketball Lighting	by MACARFA	\$50,000.00	\$8,000.00	\$ 42,000.00
Skate Park Retro Fit		\$75,000.00		\$ 75,000.00
Landscaping	Plant Material (approx. 31 trees)	\$31,000.00		\$ 31,000.00
	Trails (282m @ \$300/m)	\$84,600.00		\$ 84,600.00
	Bollards and Barriers	\$2,000.00		\$ 2,000.00
	Site Furniture (lump sum)	\$5,000.00		\$ 5,000.00
	Rehabilitation Allowance	\$10,000.00		\$10,000.00
Phase One Design and Construction		\$898,600.00	\$89,000.00	\$ 809,600.00
Contingency @ 30%		\$269,600.00	\$26,700.00	\$242,880.00
PHASE ONE BUDGET		\$1,168,200.00	\$115,700.00	\$ 1,052,480.00

Work	Description	Estimate	Group Funded	City Funded
PHASE TWO - 2009				
New North Parking Lot	Tree Transplants (15 @ \$1000ea.)	\$15,000.00		\$ 15,000.00
	Topsoil stripping (3700sq.m)	\$2,700.00		\$ 2,700.00
	Rough Grading (3700sq.m)	\$5,600.00		\$ 5,600.00
	Storm Sewer Allowance	\$22,200.00		\$ 22,200.00
	Construction (3700sq.m @ \$60/sq.m)	\$222,000.00		\$ 222,000.00
	Lighting	\$5,000.00		\$ 5,000.00
Relocate West Multi-use Field	move fixtures	\$5,000.00		\$ 5,000.00
	Topsoil and seed (6400sq.m @\$6/sq.m)	\$38,400.00		\$ 38,400.00
New West Parking Lot	Topsoil stripping (2600sq.m)	\$1,900.00		\$ 1,900.00
	Rough Grading (2600sq.m)	\$3,900.00		\$ 3,900.00
	Storm Sewer Allowance	\$15,600.00		\$ 15,600.00
	Construction (2600sq.m @ \$60/sq.m)	\$156,000.00		\$ 156,000.00
	Lighting	\$5,000.00		\$ 5,000.00
New Practice Field	Portable Fixtures	\$10,000.00	\$10,000.00	\$ -
	Topsoil and seed (6400sq.m @\$10/sq.m)	\$64,000.00		\$ 64,000.00
Landscaping	Plant Material (approx.38 Trees)	\$38,000.00		\$ 38,000.00
	Trails (630m @ \$300/m)	\$189,000.00		\$ 189,000.00
	Bollards and Barriers	\$5,000.00		\$ 5,000.00
	Site Furniture (lump sum)	\$5,000.00		\$ 5,000.00
	Rehabilitation Allowance	\$10,000.00		\$ 10,000.00
		\$64,700.00		\$ 64,700.00
Detailed Design - Phase 3				
Phase Two Design and Construction		\$884,000.00	\$10,000.00	\$874,000.00
Contingency @ 30%		\$265,200.00	\$3,000.00	\$262,200.00
PHASE TWO BUDGET		\$1,149,200.00	\$13,000.00	\$ 1,136,200.00

Work	Description	Estimate	Group Funded	City Funded
PHASE THREE - 2010				
Relocate South Multi-use Field	move fixtures	\$5,000.00		\$ 5,000.00
	Topsoil and seed (6400sq.m @ \$6/sq.m)	\$38,400.00		\$ 38,400.00
South Parking Lot Expansion	Topsoil stripping (5200m2 @ \$3)	\$15,600.00		\$ 15,600.00
	Rough Grading (1300m3 @ \$6)	\$7,800.00		\$ 7,800.00
	Storm Sewer Allowance	\$30,000.00		\$ 30,000.00
	Construction (5200sq.m @ \$60/sq.m)	\$312,000.00		\$ 312,000.00
	Lighting	\$15,000.00		\$ 15,000.00
Landscaping	Plant Material (approx. 18 Trees)	\$18,000.00		\$ 18,000.00
	Rehabilitation	\$10,000.00		\$ 10,000.00
Detailed Design - Amenity Buildings	Construction Value x 15%	\$468,000.00		\$ 468,000.00
Detailed Design - Playground and Spray Park	Construction Value x 15%	\$53,200.00		\$ 53,200.00
Phase Three Construction		\$973,000.00	\$0.00	\$973,000.00
Contingency @ 30%		\$291,900.00	\$0.00	\$291,900.00
PHASE THREE BUDGET		\$1,264,900.00	\$0.00	\$ 1,264,900.00

PHASE FOUR - 2011				
Central Amenity Building	Topsoil stripping (7600m2 @ \$3)	\$22,800.00		\$ 22,800.00
	Rough Grading (3800 m3 @ \$6)	\$22,800.00		\$ 22,800.00
	Base Level Construction - 250m2 @ \$3,500 / m2	\$875,000.00		\$ 875,000.00
	Group Upgrades - 400m2 @ \$3500 / m2	\$1,400,000.00	\$1,400,000.00	\$ -
	Building Site Lighting	\$15,000.00		\$ 15,000.00
Landscaping	Plant Material (approx. 20 Trees)	\$20,000.00		\$ 20,000.00
	Trails (800m @ \$300/m)	\$240,000.00		\$ 240,000.00
	Bollards and Barriers	\$10,000.00		\$ 10,000.00
	Site Furniture (lump sum)	\$15,000.00		\$ 15,000.00
	Rehabilitation Allowance	\$10,000.00		\$ 10,000.00
Phase Four Construction		\$2,630,600.00	\$1,400,000.00	\$ 1,230,600.00
Contingency @ 30%		\$789,200.00	\$420,000.00	\$369,180.00
PHASE FOUR BUDGET		\$3,419,800.00	\$1,820,000.00	\$ 1,599,780.00

Work	Description	Estimate	Group Funded	City Funded
PHASE FIVE - 2012				
East Amenity Building				
	Tree Transplants (31 @ \$1000ea.)	\$31,000.00		\$ 31,000.00
	Topsoil stripping (2500m2 @ \$3)	\$7,500.00		\$ 7,500.00
	Rough Grading (1500m3 @ \$6)	\$9,000.00		\$ 9,000.00
	Building construction	\$500,000.00		\$ 500,000.00
	Building Site Lighting	\$15,000.00		\$ 15,000.00
Water Playground Upgrading	Rehab water playground allowance	\$75,000.00		\$ 75,000.00
	New Dry playground	\$200,000.00		\$ 200,000.00
Landscape Amenities	Site Furniture	\$25,000.00		\$ 25,000.00
	New Entry Sign	\$35,000.00		\$ 35,000.00
	Wayfinding signs	\$20,000.00		\$ 20,000.00
Completion of Landscaping		\$15,000.00		\$ 15,000.00
Phase Five Construction		\$932,500.00	\$0.00	\$932,500.00
Contingency @ 30%		\$279,700.00	\$0.00	\$279,750.00
PHASE FIVE BUDGET		\$1,212,200.00	\$0.00	\$ 1,212,250.00
Total Design and Construction				
Contingency @ 30%		\$6,318,700.00	\$1,499,000.00	\$4,819,700.00
		\$1,895,600.00	\$449,700.00	\$1,445,910.00
RECOMMENDED BUDGET		\$8,214,300.00	\$1,948,700.00	\$6,265,610.00