



City of Blaine Anoka County, Minnesota Minutes - Final

10801 Town Square Dr.
Blaine MN 55449

Park Advisory Board

The Park Board is an advisory body to the City Council. One of the Board's functions is to hold public meetings and make recommendations to the City Council. For each item, the Board will receive reports prepared by City staff, provide the opportunity for public response, conduct Board discussions and make recommendations. The City Council, however, makes all final decisions on these matters.

Tuesday, September 27, 2011

7:00 PM

Council Chambers

1. **Call To Order**

Chair Walthour called the meeting to order at 7:00 p.m.

Staff Present: Jim Kappelhoff, Park and Recreation Director and Nate Monahan, Program Supervisor.

Present: 7 - Chair Walthour, Markle, Newland, Bird, Das, Leathers, and Langenfeld

2. **Roll Call**

3. **Approval of Minutes**

3.-1 **TMP 11-0126 Minutes for the August Park Board Meeting**

Sponsors: Kappelhoff

Commissioner Newland requested a correction on page 8, bottom of page under Motion to Adjourn: Change "Commissioner Newman" to "Commissioner Newland motioned to adjourn..."

Moved by Commissioner Newland, seconded by Commissioner Bird, that the Minutes be Approved as Amended. The Motion was adopted unanimously.

4. **Open Forum for Citizen Input**

None.

5. **New Business**

5.-1 **TMP 11-0120 Staff Report On Summer Recreation Programs**

Sponsors: Kappelhoff

Program Supervisor Monahan presented a report on the summer recreation programs for 2011. He reviewed that there were Performance in the Park concerts

with 21 total events offered between Aquatore Park and Town Square Park. This included 9 concerts at Aquatore Park for adults and 7 concerts for kids at Aquatore Park on Fridays from 10:30 to 11:30. Events also included four recitals and Family Fun Night. He reported that 7,500 people attended the Performance in the Park series which is a record number. For the Family Fun Night on July 19 there were 396 kids in attendance. He reviewed that the heat index was 111 and typically almost twice as many attend this event. He reviewed that 150 kids attended Safety Camp. The event was full. This event is held at Fire Station 3 and is organized by the fire, police and Park and Recreation Department. On Saturday, June 4, 2011 there was a dedication to the Jim Peterson Athletic Complex recognizing Mr. Peterson's 34 years of service. Mr. Peterson was in attendance at the ceremony along with the Mayor, Mr. Kappelhoff and Chair Walthour along with a few Council members. He reviewed that there was a Blaine Blazin' 4th Festival. Around 20,000 people attend the fireworks which were displayed in the area of the National Sports Center. Another activity for the Festival was the annual medallion hunt. Best Buy provided a \$500 gift card again which was appreciated. Ben and Cole Wegner found the medallion as Ben's wife navigated them by phone with the clues. They were the gift card winners. He stated that the fourth annual softball tournament consisted of 12 teams with 144 players. This was held at Aquatore Park during the Festival. He commented that on July 4th at the Lakes Park the 4K run and 4K walk held. There were 190 runners and walkers which raised \$2,000 for the Alexandria House. He mentioned that Jack and Jill of Blaine sponsored the Kids Corner by providing free crafts and temporary tattoos. He reviewed that next year the event will have a name change and be called Blaine Festival.

Program Supervisor Monahan reported that Youth Programs were held for preschool, elementary and teenagers. In total 97 programs were offered with 2,705 participating. He explained that a variety of classes were available including computer explorers, Lego class, Little School, and babysitting class. New classes included canoe and kayaking. He added that Playnet and Playnet Junior had a record 525 in attendance. He explained that around five of the parks filled on the first day of registration. He stated that 13 leaders in training helped out the recreation leaders. He reviewed that 91 students participated in Summer Fun which was for grades K-6. This was a record number of participants. A free lunch and a snack were provided by Anoka Hennepin School District. The students attended field trips at the Wildlife Science Center, White Bear Township Theater, Bunker Beach, Snail Lake and Long Lake. The fire department visited them. There are reading and nutrition programs offered for Summer Fun. Eight leaders in training participated at this site. He explained that partners for the Summer Fun program were the Centennial Area Education Foundation and Anoka County Community Development in addition to others.

Program Supervisor Monahan reviewed that there were 29 Adult Programs offered with 522 participating. Programming included Mom's on the Run, and Zoomba. For adult athletics 1313 participants created 101 softball teams and 15 kickball teams. He reported that the Mens E State Softball Tournament was held at Airport Park and Aquatore Park. There were 39 teams playing with 507 participants.

Program Supervisor Monahan reviewed that for Senior Programs 3,780 meals were served over four months to around 44 people a day on average. He reported that 9,238 participated in summer activities. He added that their programming included a variety of popular programs.

Program Supervisor Monahan reported that there were 40 Community gardens which is an increase of 8 plots over last year. He reviewed that Lakeside Commons Park was popular with an average attendance of 385 during 73 days of operation. Days

that were rainy where the park shut down were not included in this total. There were 361 boat rentals which averaged 4.9 daily rentals. The pavilion rentals averaged 7.9 a week. He reported that the new rental structure allowed for more people to rent out and enjoy the pavilion. He reported that Happy Acres Dog Park opened May 21st. Rink 1 was under construction starting June 14. He reviewed that 575 dog bags were used. He estimated that 50 participants used this park over the summer. He described that registrations were completed with 60 percent using on-line registration and the remaining registrations were received through the office, fax, mail or drop-box. He reviewed that summer facility use comprised of 24 parks, 6 city buildings, 3 schools, Fire Station 3 and 6 private facilities. Building rentals comprised of 62 rentals at Aquatore Park with over 1000 in attendance, Lakeside Commons Park had 87 rentals with 3,367 in attendance, and Town Square Park had 2 rentals with 105 in attendance. He reported that the baseball fields were used by 98 baseball teams. There were 852 practices, 937 games and 6 tournaments. He reported that Miracle League Field figures have not been reported yet from the League Director. He reviewed that the soccer fields were used by 129 teams. There were 422 practices and 590 games. He reported that the Blaine Break-Out Tournament in May consisted of 348 teams who had 567 games. He reported that the Blaine North American Tournament in June consisted of 148 teams who played 241 games.

Chair Walthour commented that he is impressed with the growth in numbers and the Park Departments ability to manage this. He stated that the community is well served by the Park and Rec staff. He asked if the community gardens will have an increase in the number of plots.

Park and Recreation Director Kappelhoff replied that two plots were not planted this year and there was a waiting list. He stated that expanding the number of plots is being evaluated. He added that adequate water facilities are important and if an expansion takes place additional spigots will possibly need to be added. He stated that they may add four plots.

Commissioner Markle complimented the Park Department staff for their work serving the community. He asked about how the rental structure change where the rates became hourly affected things.

Park and Recreation Director Kappelhoff replied that the transition to an hourly rental rate was a smooth one. He reviewed that there were rates for residents and nonresidents. He stated that he has not heard of any complaints. He stated that by reserving the shelter for a two hour timeframe the number of rentals likely doubled so more people could enjoy the space.

Informational: no action required

5.-2 [TMP 11-0123](#)

2011 Lakeside Commons Park Beach Operations Summary and Comparison

Sponsors: Kappelhoff

Attachments: [LCP 2010-2011 Statistical Comparison.xls](#)

Park and Recreation Director Kappelhoff presented a background and summary of the 2011 Lakeside Commons Park Beach Operations Summary and Comparison.

The following is final 2011 financial summary of Lakeside Commons Park and beach data from June 11 through August 28, 2011:

EXPENDITURES:		REVENUE:		BALANCE:
Staff	\$16,741	Watercraft Rental		\$ 2,361
Concession	\$ 1,944	Concession		\$ 5,298
Supplies	\$ 2,282	Volleyball		\$ 7
		Shelter Rental	\$ 3,849	
		Daily Park Passes	\$ 7,729	
		Season Park Passes	\$ 5,452	
TOTAL	\$20,967	TOTAL	\$24,696	TOTAL: \$3,729

Park and Recreation Director Kappelhoff reported that the beach operations came out ahead.

The following are rental, attendance and parking permit summaries of Lakeside Commons Park:

RENTALS:

*Watercraft: 361 rentals (4.7 rentals per day), 74% residents
Shelter: 87 shelter rentals (7.9 rentals per week)*

ATTENDANCE:

28,112 beach, swim area, splash pad users (385 per day)

PARKING PERMITS:

*Resident Parking Permits: 3,674 (65% of total permits)
Non-Resident Daily Permits: 1,655 (30% of total permits)
Non-Resident Season Permits: 292 (5% of total permits)
Total Permits Issued: 5,621*

What is now closed and open for public use at Lakeside Commons Park?

- Concessions, watercraft rental, temporary parking, splash pad, beach house, boathouse and swimming area are closed to public use.*
- Parking lot, sand beach, boathouse restrooms, playground and shelter are open to public use.*

Park and Recreation Director Kappelhoff offered to take questions on this first part of the report before going on to the comparison of 2010.

Chair Walthour asked how staff thought the parking passes worked.

Park and Recreation Director Kappelhoff stated that the consensus is that there was good participation in the program. He stated that nonresidents felt it was worth the fee to use the park and facilities. He stated that residents did not have an issue with obtaining a parking permit.

Commissioner Leathers asked where the nonresidents are from that use the park.

Park and Recreation Director Kappelhoff stated that this information was gathered and can be emailed out. He replied that this has not been tallied but in general they were from Ham Lake and cities surrounding Blaine.

Commissioner Newland commented that the parking passes have ended up being a good revenue stream and have accounted for half of the money generated by the park. He asked what the plans are for next year.

Park and Recreation Director Kappelhoff stated that the passes are being considered for next year and a small resident fee is being considered.

Commissioner Newland confirmed that the resident passes do not have a year noted on them but nonresident passes do. He verified that residents do not need to obtain a pass next year because the current pass still applies. He confirmed that nonresidents need to obtain new passes as they have a date noted on them.

Park and Recreation Director Kappelhoff agreed that this is correct. He replied that new passes will be printed for nonresidents.

Commissioner Bird asked if the money generated can be used by the Park Board for a canoe or kayak or if it goes into the city general fund.

Park and Recreation Director Kappelhoff replied that it goes into the general fund.

Commissioner Das asked about the parking lot. He questioned if the temporary parking lot was full and what the level of use was.

Park and Recreation Director Kappelhoff stated that the overflow lot was packed and people needed to use the residential streets to park. He added that there were some weeks when it was very hot out and parking was full.

Commissioner Das asked if the same temporary parking lot will be used next year.

Park and Recreation Director Kappelhoff reported that next month they will discuss what to do with the permanent parking lot. He explained that City Council will be approached with the 2011 data. He reviewed that the existing parking lot does not have circular access so people have to back out. He reviewed that the temporary parking lot is not lined. He stated that this will be discussed more next month at a workshop. They will discuss an improved parking lot for next year.

Commissioner Newland asked if police were involved in checking whether people used a parking pass.

Program Supervisor Monahan reported that this did not become an ordinance until August 22nd. He reviewed that the park attendants policed parking pass use and brought it to people's attention. He stated that there was soft enforcement this year.

Chair Walthour complimented the city on the success of this park.

Park and Recreation Director Kappelhoff provided a comparison between 2010 and 2011. He commented that the data shows improvements were made. He reviewed that the parking passes were new this year so the revenue comparison for this does not apply. He reviewed expenditures which show that staff was doubled. The staffing cost in 2010 was \$7,500 and in 2011 it was nearly \$17,000. This is because the police department was not accessed this year for assistance. He reviewed that concessions are the same. He commented that for general supplies, in 2010 the SHIP grant paid for many supplies including watercraft, life jackets, paddles and more. He commented that likely \$2,500 will be an annual supply cost from now on. He reviewed that expenditures were up 117 percent. He added that watercraft rental revenues are down 9 percent for unknown reasons. He commented that shelter rental was up 1 percent in revenue. He reviewed that concessions were almost even as they were down just 5 percent. He reported that revenue totals were up 111 percent mostly due to the parking passes. He added that attendance was down around 5 percent. He commented that this year they were open 73 days and last

year they were open in the high 80s. He reported that the daily averages were up significantly this year. He reviewed that rentals changed from 5.3 to 4.7 percent. He stated that shelter rentals increased 14 percent. In 2010 there were 76 rentals and in 2011 there were 87 shelter rentals. He indicated that 65 percent of permits were issued to residents, and 35 percent were issued to nonresidents. He commented that this data will be collected year to year for monitoring purposes.

Commissioner Newland asked if watercraft rentals are being promoted as rentals were down this year.

Park and Recreation Director Kappelhoff stated that they are visible at the park but it is promoted on the website and in literature. He indicated that they may review how to increase this rental in the future.

Commissioner Newland asked if watercraft rentals can be reserved.

Park and Recreation Director Kappelhoff stated that there is not enough demand to initiate this.

Park and Recreation Director Kappelhoff reviewed that there were 27 police calls to the beach in 2010, and in 2011 there were 4. He complimented park supervisors for their efforts in addressing issues at the beach which has resulted in this decrease.

Commissioner Das asked about using the electronic billboard on Highway 10 to promote watercraft rentals. He commented that park users from outside of the city are already attracted to the park.

Park and Recreation Director Kappelhoff complimented this as an idea and stated this would be a good idea as they have some free access to it.

Commissioner Leathers asked about the sound monitoring cost in the expenses.

Park and Recreation Director Kappelhoff stated that it is not included as it came from the contractual fund with SRF.

Commissioner Leathers asked if the sound monitoring cost will be an annual fee.

Park and Recreation Director Kappelhoff replied that this was a one time fee which is why it was taken from the contractual services fund.

Informational: no action required

5.-3 [TMP 11-0124](#)

Radisson Woods Park Feature

Attachments: [Radisson Woods Park.pdf](#)

Park and Recreation Director Kappelhoff gave an update on the Radisson woods Park.

In keeping with the Park Board's request to feature a park at each monthly meeting, staff has prepared a narrative with a power point presentation for the Park Board featuring Radisson Woods Park. This is the 32nd park narrative presented to the Board.

If there was a center point location for the City, Radisson Woods Park would be the bulls-eye. It is located at 2576 Radisson Woods Drive and is 3 miles from all borders

of the City of Blaine. Radisson Woods Park is classified as a mini-park and is the second smallest in the City's mini-park inventory at .6 acres.

In 1994, Radisson Woods sub-division was developed with 89 single family lots and one commercial parcel. Staff recommended the Park Board require the developer to provide both land and cash for their park dedication obligation. The Park Board concurred and the City Council approved the transaction. The park was platted on a .6 acre out lot of the development.

In February of 1995, a site plan was recommend by staff to the Park Board. Several components compatible to mini-parks were proposed and included a small playground, multi-use court, open play area and walkways or trails. One of the major considerations for this park was the preservation of the many large trees, but to still contain the proposed amenities. The Park Board also passed staff's recommendation to officially name the park Radisson Woods Park.

In May of 1995 the final park plan and park name were approved by City Council. The project would be completed in two phases. The first phase would begin that year with site preparation, landscaping, trails and a multi-use court with ½ basketball court, pole, back board and hoop. In 1996 the second phase would add a playground and security light. Total cost for the two phase park development project was \$34,540 paid from park dedication fees.

A neighborhood meeting was conducted in March of 1996 to determine the playground components. The City Council approved the Park Board's recommendation from the consensus of the residents for a \$22,000 playground. The installation of the playground in September, 1996 completed the Radisson Woods Park development. Even though it is one of the smallest parks in Blaine it does meet most of the recreational needs for residents living in the bulls-eye of the city.

Informational: no action required

7. Other Business

A. World Fest

Park and Recreation Director Kappelhoff gave an update on World Fest which was two Saturdays ago. He reported that an estimated 1000 people were in attendance and there were nine vendors. He commented that there was nonstop entertainment from 1:00 to 5:00. He complimented Tom Godfrey, Program Supervisor, for coordinating this event. He reported that there were gift cards to Best Buy given out to winners of the Essay Contest which will be a continuing feature of the event.

B. Happy Acres Park Paved Hockey Rink Update

Park and Recreation Director Kappelhoff gave an update on the Happy Acres Park paved hockey rink. He thanked Commissioner Langenfeld for providing pictures detailing progress on the project. He reviewed that a fabric is laid down to prevent soil shift, covered with sand and then recycled bituminous was laid. He stated that the recycled bituminous was free for this project. He reviewed that a final grade was laid down, followed by the final coat of asphalt. He added that the boards will be added next. He reported that this will be the first rink to have ice on it in the future at Happy Acres.

Chair Walthour asked about plans for rinks two and three.

Park and Recreation Director Kappelhoff stated that they may dig down, add fabric and more bituminous material to strengthen it. He stated that there is a significant amount of peat which limits their approach. He reviewed that they cannot be paved for this reason.

C. 2012 Triathlon Update

Park and Recreation Director Kappelhoff gave an update on the 2012 Triathlon. He confirmed that it has been moved to May 19, 2012 to avoid other major, established triathlons which are planned. This was as a result of feedback from the triathlon community and phone calls. He recommended having a meeting where the Lakes residents can be invited to learn about the triathlon once more information is known. He stated that a flyer will go out regarding the Park Advisory Board meeting in January when this topic will be discussed.

9. Adjournment

Chair Walthour adjourned the meeting at 8:00 p.m.

Moved by Commissioner Newland, seconded by Commissioner Langenfeld, that this meeting be Adjourned. The Motion was adopted unanimously.