



# City of Blaine Anoka County, Minnesota Minutes - Final

## 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.*

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Tuesday, January 22, 2013

7:00 PM

Council Chambers

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### 1. Call To Order

The Blaine Park Advisory Board met in the Council Chambers of City Hall on Tuesday, January 22, 2013.

1. Park and Recreation Director Kappelhoff called the meeting to order at 7:00 p.m.

### 2. Roll Call

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

**Present:** 6 - Markle, Bird, Das, Leathers, Langenfeld, and Schwarz

**Absent:** 1 - Chair Walthour

### 3. Approval of Minutes

#### 3.-1 [MIN 13-02](#)

#### **APPROVE NOVEMBER 27, 2012 PARK BOARD MINUTES**

**Sponsors:** Kappelhoff

**Moved by Leathers, seconded by Das, that the Minutes be Approved. The Motion was adopted unanimously.**

### 4. Open Forum for Citizen Input

None.

### 5. New Business

## 5.-1 Com 13-02

**RECOMMENDATION FOR PARK WEST OF HARPERS STREET**

**Sponsors:** Kappelhoff

**Attachments:** Plat of Park W of Harpers

Park and Recreation Director Kappelhoff presented a background and summary of the recommendation of the park west of Harpers Street.

The preliminary plat for the development of Harpers Street Woods has been submitted by the developer and builder, Capstone. The plat has 74 lots as shown in the attachment. A 15 lot park credit at 2013 park dedication rate of \$2,813/lot = \$42,195 will be used for a 1.8 acre parcel for a public park in the northwest section of the residential development. Park dedication fees will be paid in the amount of \$165,967 (74 lots minus 15 lot credit = 59 x \$2,813) that can be used for the park's development. As part of the development agreement, the developer is requesting that the park dedication fees remain at the 2013 rate if they phase this plat into future years.

The park area is nicely wooded with a wetland to the north. Trails through the park and sidewalks for neighborhood access are outlined in the site plan. Proposed park features would consist of a playground, half basketball court and shelter.

The plat will go before the Planning Commission in February and if recommended it will be up for City Council approval in March. This proposed park is in the Five-Year Capital Improvement Plan for Parks for 2015.

Vice Chair Bird asked the Board for questions or comments. He requested to understand what already exists in this area and what has been built. Park and Recreation Director Kappelhoff explained that this is located west of Legacy Creek Park and north of 125th Avenue.

Vice Chair Bird asked if this is a completely new construction area. He inquired about the sandy area and whether this is the out lot. Park and Recreation Director Kappelhoff explained that this is all new construction. He reviewed that it is north on Harpers Street and the park will be off to the west. He indicated that west of the parcel is a large residential area where homes are located which is the Preserve of Quail Creek.

Commissioner Langenfeld asked about the 2013 rate being the same

for future years. Park and Recreation Director Kappelhoff reviewed that the developer wrote to keep these rates into the future, likely until 2015. He reviewed that this is a negotiating factor in planning the park.

Commissioner Markle asked about the timeframe for completing the development. He questioned if it could be 10 years from now. Park and Recreation Director Kappelhoff reviewed that the park dedication fees will be due when the final plat is approved for the 74 units. He confirmed that future development north of here would also be locked in at the 2013 rate.

Commissioner Markle asked about the timeframe for these locked in rates. Park and Recreation Director Kappelhoff confirmed that there is no timeframe established.

Commissioner Markle reviewed that he is in agreement with locking in rates but recommended putting some parameters on this so it is not stretched out over many years.

Vice Chair Bird asked if staff decided not to cap the years offered for the 2013 rate for a reason. He asked if there is a term limit for this rate. Park and Recreation Director Kappelhoff commented that there is an anticipated future development to the north. He suggested the rate freeze would encourage this development.

Vice Chair Bird inquired if the 74 plot development is approved would the park dedication fees be paid in a lump sum or would they be paid after each lot is developed. Park and Recreation Director Kappelhoff explained that fees would be paid in a lump sum following the final plat approval by City Council. He suggested this would go before Council in March.

Commissioner Das asked what to expect from the developer. Park and Recreation Director Kappelhoff explained that the lot total is 74. He stated that there would be a 15 lot credit for the park land and cash will be paid for 59 lots.

Commissioner Schwarz asked how many homes may be built to the north of the plat. Park and Recreation Director Kappelhoff reviewed that this would likely be determined by how quickly the 74 lot development goes up.

Vice Chair Bird added that homes in this neighborhood have not stayed on the market long. Park and Recreation Director Kappelhoff confirmed that the builder is reputable and homes have sold quickly.

He explained the builder has a good working relationship with the city.

Vice Chair Bird suggested that this could set a precedent for builders who do not follow through on building plans in an expected timeframe. He expressed concern that they would limit additional CIP revenue with this plan. He asked for a motion to develop the site plan and possibly a suggestion to put a cap on the 2013 park dedication fees. He reminded the Board that Council can approve or deny their recommendation.

Commissioner Leathers suggested that they put a limit on the timeframe for building out the plat. He commented that the Board has held on closely to their rates over the last few years. He suggested that if they continue at their 10 percent park dedication fees they could lose out on 50 percent of their park dedication fees on several units if they maintain at this rate. He commented that the cost to build a park will only increase over time. He stated that they are being asked to keep their rates the same to benefit a builder. He supports the idea and encouraging development. He added that he is concerned other developers will request this rate freeze as well. He suggested putting a stringent limitation on it, perhaps three to five years.

Motion by Commissioner Markle to recommend to the City Council to approve the development and site plan of the Harpers Street Woods development as shown tonight with the park dedication fee credit as outlined with the exception that they recommend a caveat that the rate freeze would be limited for three years, open to negotiation towards the end of that with the developer again.

Vice Chair Bird clarified whether the negotiation with the builder would be mutually agreed to extend at that time, to negotiate a new rate or either option. Commissioner Markle explained that either option could be negotiated. He commented that if additional building is occurring, then both sides would have motivation to extend or mitigate increases at that time.

Vice Chair Bird asked staff if the motion is clear enough or if it should be restated. Park and Recreation Director Kappelhoff suggested that after three years the development will likely be 50 to 60 percent done and they could reconsider at this point. He asked if this would be three years from the starting plat submitted in March.

Vice Chair Bird confirmed that it would be fair to have the agreement start three years from the approved final plat.

Commissioner Markle offered to rephrase his motion.

Motion by Amend by Commissioner Markle to recommend to the City Council to approve the development as specified here with a freeze for three years.

Vice Chair Bird stated that he does not have an issue with the three year timeframe. He confirmed that they could renegotiate after three years and suggested that through negotiations this could be extended. He explained that 74 new homes is a good boom for the city. He noted that some flexibility should enter into the timeframe and discussions. He confirmed that negotiations do not mean they have to agree to continue their proposal. He commented that he liked the first motion better and the grey area gave them flexibility.

Commissioner Leathers commented that the city should eliminate a grey area with a clean motion. He added that Council could move forward in negotiations. He recommended they state a defined period of time and reevaluate at that time.

Commissioner Langenfeld asked if negotiation will occur within the three years or at the expiration of the three years to review at market park dedication fees.

Commissioner Markle clarified that he is proposing that the agreement be sunset after three years and any new agreements be negotiated at that time.

Vice Chair Bird asked if a precedent will be set with this. He asked if there has been a time in the city where park dedication fees were negotiated down. Park and Recreation Director Kappelhoff reviewed that in the past rate negotiations and rate freezes have been requested previously with developments. He suggested this occurred with the Lexington Athletic Complex development. He reviewed that the price for the 40 acres was negotiated along with freezing the park dedication fees.

Commissioner Markle commented that a credit has been issued as part of the negotiation for the park west of Harpers Street. Vice Chair Bird noted that this is standard where the park is taken in lieu of payment for the cost of the lots.

Park and Recreation Director Kappelhoff confirmed this.

Vice Chair Bird summarized that Commissioner Markle's motion is to recommend the City Council approve the development and site plan of the park in the Harpers Street Wood development and use park

dedication fees credit in lieu of cash for obtaining a 1.8 acre park and that the park dedication fees remain at the 2013 rate for three years. If they phase this plat into the future years the final plat approval would have to be within the three years in order to get the 2013 rate. Commissioner Markle agreed with this for the motion.

Motion seconded by Commissioner Schwarz. Motion approved unanimously.

**Moved by Markle, seconded by Schwarz, that this Communication or Report be Forward with Recommendation to the City Council. The Motion was adopted unanimously.**

5.-2 [Com 13-03](#)

### UPDATES ON PARK PROJECTS

**Sponsors:** Kappelhoff

**Attachments:** [LAC Site Plan Concept 1-8-13](#)  
[LAC Park Building Proposed Floor Plan](#)  
[LAC Park Building Proposed Exterior](#)

Park and Recreation Director Kappelhoff presented a background and summary of Legacy Creek Park update.

#### Legacy Creek Park

The first bids for Legacy Park construction were received in September 2012. However, they were rejected by the City Council upon the recommendation from staff due to being significantly higher than the estimated budget. New bids are currently being advertised and due February 12, 2013. Generally bids are more competitive at this time of year as contractors begin scheduling projects for the upcoming construction season. With this in mind, the timeline for the Legacy Creek Park is follows:

Bids received - February 12, 2013  
Park Board reviews bids - February 26, 2013  
City Council awards contract - March 7, 2013  
Park construction begins - May 1, 2013  
Park construction completed - July 31, 2013

Playground equipment and site furnishings are purchased and delivered.

Park and Recreation Director Kappelhoff asked if there are any questions.

Vice Chair Bird asked what will the plan be if the bids come back

high. Park and Recreation Director Kappelhoff stated that they would go to Council with the bids. He commented that they increased the CIP amount to account for a potential increase. He explained that Council will make the decision including deciding to move forward if the cost comes in higher. He reviewed that if the cost is higher the amount added into the park dedication fund would be increased. He noted that a \$12,500 contingency fund would be applied. He suggested that it is expected the bid results will be improved over what they were in September.

Park and Recreation Director Kappelhoff presented a background and summary of Lexington Athletic Complex update.

#### Lexington Athletic Complex

Carlson McCain was contracted as the project consultant for the Lexington Athletic Complex and has been meeting with City staff since September. A new concept plan was developed with major changes. These changes are due primarily to the site mitigation of wetlands required by the Rice Creek Watershed District (RCWD). Nine wetlands are outlined along with the ditch that traverses the site north to south that need mitigation creating more restrictive development of first proposed park facilities. The consultant and the City's Stormwater Manager are in negotiations with RCWD to lessen the amount of wetland mitigation. However, we are currently working with a concept plan that is in compliance with RCWD requirements. The changes that have occurred are one less multi-use field and two full size baseball fields rather than one softball and one little league field. The full size baseball fields meet more of the needs of our youth baseball programs. The concept plan is attached for the Park Boards review.

We also have a draft of the park building that will contain a concession area, restroom, maintenance garage, and meeting room. The draft of the park building is attached.

With the delay in determining wetland mitigation a new construction schedule will be established, but the final project plans are expected May 1, 2013 rather than March 1, 2013. Estimated construction begins July 1, 2013. The complex could still be playable in mid-2014.

Park and Recreation Director Kappelhoff reviewed that they will have lighting on Fields A and B but not on Fields 3 and 4 as they are near the housing development. This was negotiated with the developer. He reviewed that there will be over 300 parking spots. He explained that in the northeast corner there will be tennis/pickle ball courts, a play area, basketball court and a shelter. There will be trails throughout

and a park building in the center. He suggested that batting cages may be added for the baseball fields and trails will go throughout the entire complex. He stated that they are working to minimize the wetland mitigation areas.

Commissioner Markle asked regarding the City Stormwater Manager negotiations. Park and Recreation Director Kappelhoff commented that they are working to get the ditch area removed from the wetland area. He commented that they have to replace wetland area 2:1 or sometimes 4:1. He explained that the ditch runs the entire park length from north to south.

Commissioner Markle asked if the ditch does not count as mitigated would culverts need to be created to deal with the water flow. Park and Recreation Director Kappelhoff noted that they would.

Commissioner Markle asked whether fencing will be added to keep baseballs from going into the water. Park and Recreation Director Kappelhoff noted that this will be an issue and they will need to work to address it. He noted that the Blaine Baseball Complex has this issue sometimes on Field 5. He reported they are considering larger hooded backstops, and possibly netting along the field to reduce stray balls from going into the water. He reviewed that if the ditch is not considered a wetland this could reduce the other areas, which are considered wetlands.

Commissioner Markle asked about the central plat area in the center pond and whether walkways will be connected to it. Park and Recreation Director Kappelhoff commented that the area will be dry most of the time. He noted that it will have a depression and have vegetation in it. He commented that it may be wet if it rains. He explained that wetlands are not always wet but provide hydrology and wetland vegetation. He reviewed that to the south the areas on the plan will likely be water.

Commissioner Markle asked if these changes will affect the budget. Park and Recreation Director Kappelhoff explained that they do not have these numbers as they are currently working on this budget with the contractor. He added that they have reduced one multiuse field, one softball field and one baseball field. He reviewed that they have increased the parking area and the building area by twice its size. He added that they will have the numbers to bring to Council workshop on February 7 for discussion. He stated that once they have updated budget figures this will be brought back to the Park Board.

Commissioner Das asked about the left side along the soccer field. He



inquired about the wetland drainage system. He questioned if the water area can be filled with sand as it is near the neighborhood. Park and Recreation Director Kappelhoff commented that this wetland area is established by the county and needs to remain. He noted that they are still planning for the wetland areas. He reviewed that wetlands cannot be touched once they are put in.

Commissioner Das asked about the developer going through planning for wetland areas. Park and Recreation Director Kappelhoff agreed that the developer will need to use wetland mitigation and follow the same process the city is following.

Vice Chair Bird commented on the 50 foot x 32 foot maintenance building which is attached. He complimented staff on the Finn Farm look of the park building. He asked about the use of the maintenance building. He asked if it is to store equipment on the eastern side of the city. Park and Recreation Director Kappelhoff agreed that the building will be used for maintenance storage. He noted that the building at the Blaine Baseball Complex is undersized and staff was conferred with regarding the new building size to meet their needs.

Park and Recreation Director Kappelhoff presented a background and summary of Aquatore Park Fields #1 Relocation update.

#### Aquatore Park Field #1 Relocation

The area for the replacement of Aquatore Park Field #1 has been cleared for construction. However, the Coon Creek Watershed District (CCWD) is requesting a wetland study be completed prior to construction to ensure no wetlands exist in the ball field foot print. The consultant, SRF, will conduct the study in the spring and submit the results to CCWD. If the study shows wetlands do exist, mitigation on site will have to be performed, if not, bids for the project can be advertised and construction can begin this spring.

Park and Recreation Director Kappelhoff noted that these will not be quality wetlands but may have vegetation and wetland hydrology resulting in the need for wetland mitigation. He noted that in the spring they will drop 5-10 wells in to see if water rises up to a wetland level. He noted that this will determine if it is a wetland. He noted that early April will be the timeline for a decision on this.

Informational only.

**Informational: no action required**

**Sponsors:** Kappelhoff

**Attachments:** [Lakeside Commons Park](#)

Park and Recreation Director Kappelhoff introduced the Lakeside Commons Park presentation.

This month's featured park is Lakeside Commons Park. Staff has prepared a narrative and power point presentation on Lakeside Commons Park. This is the 40th park presented to the Board.

Program Supervisor Monahan noted that Lakeside Commons Park is located at 3020 Lakes Parkway. He reviewed that it has a long history despite being open for only three years. He explained that in 2007 there was a concept plan before the economy had a downturn. He pointed out some planned features like large docks and a large commercial property, which were changed. He noted that the final concept plan contained most of the desirable features but not the parking they were seeking. He reviewed that in 2008 the planning process began towards constructing Blaine's first beach at Lakeside Commons Park. He noted that in early 2009 bids were sent out. This resulted in American Liberty Construction winning the low bid in April, 2009 for 1.2 million dollars. He explained that the park is 8.9 acres. He added that the park contained a volleyball court, beach, beach house, splash pad, shower tower, trails, drinking fountains, grill, irrigation, landscaping and 72 parking stalls. He reviewed that staff created signage and purchased picnic tablets, garbage cans, buoys, cash register, concessions and a beach groomer. He reviewed signs that are at the park.

Program Supervisor Monahan commented that on May 1, 2009 construction began which was completed just prior to the June 5, 2010 grand opening. He noted that there was live music and a barbeque. He noted that Park and Recreation Director Kappelhoff made a presentation. He added that many City Council and Park Board members were present. He added that it rained during the entire grand opening. He commented that the staging area was moved from the beach to under the pavilion due to the rain. He explained that hot dogs, chips, and cookies were served. He reviewed that 150 people attended. He stated that there was a lot of excitement over the beach opening. He added that it is an extremely popular park. He stated that over 300 people used the beach and splash pad daily, which exceeded expectations. He commented that there were 80 pavilion rentals and over 400 canoe and kayak rentals. He displayed that over 30,000 people used the beach over the first summer. He noted that when the park first opened they had a staff of one to operate the boat house from

noon until six o'clock p.m. to provide canoe and kayak rental. The equipment was purchased through an Anoka County grant. There were also volleyball rentals and concessions. He added that they learned more staff was needed at the beach to enforce rules and provide supervision of the many beach users. He explained that the first year was a learning experience for staff and residents around the beach.

Park Supervisor Monahan commented that in 2011, the parks second year, City Council decided to offer parking passes due to lack of parking. This was also used to create revenue for offsetting park operation costs. He noted that passes were issued to Blaine residents for free with proof of residency. Nonresidents were to pay a \$5 daily fee or \$20 for a season pass. He explained that the parking passes helped result in \$13,000 towards operations cost for the beach. He reviewed that the park remained busy and continues to be the most used park in the city. He noted that 2012, the parks third year, saw the creation of the Blaine Triathlon. He reviewed that 300 participants engaged in swimming, biking and running around the park. He added that the event was successful and it will be held on May 18 of this year again. He commented that for seven years there has been a Lakes 8k Race coinciding with the Blaine Festival. He stated that the park has added programing at the park. He noted that the park has amenities for the public, which other parks do not provide. He commented that paddle boats were just purchased for this year. Rentals will be \$7 an hour, the same as for canoe and kayak rental.

Commissioner Das stated that he lives in the area and appreciates the park.

Vice Chair Bird asked about parking for the upcoming season. He asked if this will be going before Council. Park and Recreation Director Kappelhoff stated that the CIP includes a \$165,000 improvement for the acre-and-a-half parking lot. He noted that the CIP will be presented to Council in February where they will discuss what to do. He added that they have not been in discussion with the owners of the parcel. He suggested that discussing the parking area may start up negotiations. He stated that each year they have to get authorization to use the parking area temporarily for overflow.

Informational only.

**Informational: no action required**

5.-4 [Com 13-05](#)

**OTHER**

**Sponsors:** Kappelhoff

**Attachments:** [BYHA DASHER1Sign](#)

Park and Recreation Director Kappelhoff stated that there are other activities he will provide an update on. He reviewed the Winter Holiday Party was December 3. He noted that around 800 people attended. He stated that Tom Godfrey did a good job organizing this activity. He reported there were hayrides, arts and crafts, games, smores, entertainment by high school orchestra and singers and Santa. He commented that for the skating rink update there is an average of over 100 ice skaters a day. He stated that the rinks have been open for five weeks, which is considered an early opening. He commented that they will continue to be open as it is very cold out. He commented that the Blaine Youth Hockey Association purchased plastic sign boards for Happy Acres Park. He noted that the Public Works department attached them to the hockey boards. He stated that they are 4x8 sheets of acrylic hard plastic, which needed to be cut in half. He noted that the Blaine Youth Hockey Association donated \$3,000 for the Zamboni repair. He stated that the city agreed to the advertisement boards.

Park and Recreation Director Kappelhoff explained that Council approved the 2013 park dedication fees and participation fee increases, which were proposed by the Park Board. The park dedication fees are 10 percent for residential, 5 percent for commercial and 3 percent for industrial, which is what the Park Board had recommended. He commented that the 121st Avenue parking north of Happy Acres was discussed due to congested driving during baseball games. He explained that this was before Council three times and a public meeting was held. He noted that Council approved parking restrictions for 121st Avenue. There will be no parking on the north side of 121st Avenue, which is near the entrance of Happy Acres. He noted that this will be Monday through Thursday evenings, from 4:30 to 8:30 p.m. It will run from May 1 through July 31 except for legal holidays. This means people can park there on July 4th and Memorial Day. He explained it was also decided to use temporary parking at the general skating rink area for overflow parking at Happy Acres. This was at the recommendation of the Park Board.

Vice Chair Bird confirmed that the skating rink area will be signed and roped. He asked about the apron area. Park and Recreation Director Kappelhoff noted that off of 7th there is an apron going into the park, which may need to be barricaded off so drivers use the main park entrance.

Informational only.

**6. Adjournment**

**Commissioner Langenfeld motioned to adjourn. Commissioner Leathers second the motion. Motion approved unanimously.**

**Vice Chair Bird adjourned the meeting at 8:05 p.m.**