



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.

Tuesday, April 23, 2013

7:00 PM

Council Chambers

1. Call To Order

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

2. Roll Call

Present: 7 - Markle, Chair Bird, Das, Leathers, Langenfeld, Schwarz, and Lester

3. Approval of Minutes

3.-1 [TMP 13-945](#)

MARCH 26, 2013 PARK BOARD MINUTES

Sponsors: Godfrey

Attachments: [March Minutes](#)

Commissioner Markle requested the following clarifications:

Page 5, section 2, 2 sentence, change 225 to "\$225,000."

Page 5, section 7, 1 sentence, change 1.7 to "\$1.7 million."

Page 5, section 7, 6 sentence, change 2.5 to "\$2.5 million."

Page 7, section 9, 4 sentence, change 1.2 to "\$1.2 million."

Page 8, section 2, 2 sentence, change 1.7 to "\$1.7 million."

Moved by Markle, seconded by Lester, that the Minutes be Approved as Amended. The Motion was adopted unanimously.

4. Open Forum for Citizen Input

None.

Chair Bird thanked Commissioner Schwartz for his contribution to the Park Advisory Board and the City of Blaine.

5. New Business**5.-1 TMP 13-944****Recommendation of 2013-2017 Five-Year Capital Improvement Plan for Park Development Funds**

Sponsors: Monahan

Attachments: 2013 -17 CIP UPDATE 3-26-13

Program Supervisor Monahan presented a background and summary of the 2013-2017 Five-Year Capital Improvement Plan for Park Development Funds, noting it is a flexible plan based on long-range physical planning and financial projections. He provided an update from the last meeting that the correct balance for 2013 is \$387,997 for the CIP. Lakeside Commons parking lot improvement moved to 2013 at \$165,000 would only cover construction costs, not the land acquisition. Estimated market value of the land is \$374,655, bringing the total to \$539,655. This would contribute an additional 89 parking stalls to Lakeside Commons.

Chair Bird opened the item to the Board for discussion.

Commissioner Leathers indicated his main concern is that the ending fund balance does not exceed the debt service in the following year, which would be unacceptable. He felt staff was making bold projections on park dedication fees and questioned the accuracy of the park dedication fees projection at \$950,000.

Program Supervisor Monahan stated park dedication fees have been \$42,000 and \$175,000 for the previous two years respectively. He stated that the projection is \$950,000 but the actual receipts will be closed \$1.1 million. He stated Planning Director Schafer is confident with these numbers considering the new development that is coming into the City.

Commissioner Leathers questioned the debt service structure and length of the internal repayment schedule. Initially the debt service internal fund repayment was to begin 2013-2014 and has been pushed out to 2015.

Program Supervisor Monaghan indicated the Finance Director pushed this out but not to be constrictive to what is in our budget. The City can make the payments.

Commissioner Leathers clarified the debt service repayment structure. Program Supervisor Monaghan stated the debt service repayment in 2018 is \$161,000, 2019 is \$158,000 and 2020 is \$255,000.

Commissioner Leathers stated the Board needs to take these repayments serious and consider moving any flexible projects to later years. He stated the Lexington Athletic Complex has started and needs to be considered.

Chair Bird asked about that about the \$2.5 million on the Lexington Athletic complex, noting the money allocated for this would not be spent until 2014. He asked staff for a better understanding of what costs will be incurred in 2013.

Program Supervisor Monaghan indicated there would be consultant fees for 2013.

Program Supervisor Krieger stated the playground equipment would need to be purchased in 2013 to save money. He estimated the cost of this purchase would not exceed \$500,000.

Chair Bird indicated he agreed with Commissioner Leather regarding the money and felt the Lexington Athletic complex is also flexible because portions of this project can be moved out to other years. He stated saving the \$165,000 for the Lakeside Common parking does not make sense because the City does not own the land. He suggested moving \$2 million from 2013 to 2014 and moving \$165,000 for Lakeside Commons to a later year.

Commissioner Leathers asked what could realistically move to 2015 on the Lexington Athletic complex. Public Service Manager Therres stated the Lexington Athletic complex has been pushed to 2014 with about \$500,000 being spent in 2013. The majority of the construction will be in 2014 so the \$2 million in allocated funds could be moved to 2014. There may be some final items that will be purchased in 2015.

Commissioner Leathers stated realistically there is no ability to impact the residual fund balance of 2014 by shifting to 2015.

Commissioner Markle restated the initial comments regarding moving the Lakeside Commons \$165,000 to 2015. There may be some residual of unspent money on the Lexington Athletic complex from 2014 and with moving Lakeside Commons out two years, the fund balance could be as much

as \$400,000 more than what is stated here. He also asked staff to report park dedication fees on a monthly or bi-monthly basis so the Board has a better understanding of the status as we go forward.

Commissioner Das asked about when the repayment starts. Program Supervisor Monaghan indicated the repayments start in 2015.

Public Services Manager Therres added that the park fund will pay interest on the internal loan.

Commissioner Langenfeld suggested moving \$2 million from the 2013 Lexington Athletic complex. This would leave the 2013 fund balance with \$2,649,997. For 2014, the \$2 million from 2013 could be added. This would leave a fund balance of \$534,697 and gets the funds close for 2015.

Commissioner Lester compared 2013 figures from the overview to the narrative and had questions regarding the Capital Improvement Fund and other funds. He stated \$30,000 would need to be subtracted from beginning revenues.

Chair Bird asked if it was the intention of the City Council to have the Lexington Athletic complex completed by 2015.

Public Services Manager Therres indicated the Lexington Athletic complex was discussed at the Council retreat and it is the Council's intention to have the project completed by 2015.

Chair Bird stated the purchase price for the land acquisition of Lakeside Commons parking lot needs to be in the 2013-2017 CIP with the objective that if it becomes available, items may need to be shuffled to accommodate the purchase. He suggested 2016.

Commissioner Leathers questioned staff regarding the Lexington Athletic complex and wondered if we shifted money to 2015, could we more competitive bid responses by splitting the project into two fiscal years.

Public Services Manager Therres stated he did not feel there would be any affect by splitting the bids.

Commissioner Leathers stated we can reasonably move \$350,000 to 2015, \$165,000 to 2015, and add \$375,000 to 2016, making the assumption the park dedications are conservatively estimated. In addition, the \$350,000 can be moved back next year when it is re-evaluated.

Commissioner Lester asked if the Lakeside Commons project costs should be increased to accommodate for higher costs.

Commissioner Langenfeld stated it should be \$375,000 to 2015 and \$165,000 to 2016.

Chair Bird stated the starting balance is \$385,000. He summarized the Board's desire to move \$2 million from the Lexington Athletic complex from 2013 to 2014; move \$165,000 from the Lakeside Commons park parking lot improvements to 2016; 2014 expenditures of \$3 million for the Lexington Athletic complex; in 2015 move \$375,000 for the Lakeside Commons park land acquisition for parking lot and the remainder of \$350,000 expenditures for the Lexington Athletic complex; and, 2015 and 2016 parking lot improvements of \$165,000 for Lakeside Commons.

Commissioner Leathers asked if there was a reason to move the \$2 million from 2013 to 2014, noting that if not spent it would roll over into 2014.

Motion by Commissioner Leathers to recommend the City Council adopt the 2013 to 2017 Capital Improvement Plan for Park Development Funds with the following modifications: shifting \$2 million from the Lexington Athletic complex from 2013 to 2014; \$350,000 for Lexington Athletic complex shifted from 2014 to 2015; \$165,000 transferred from the Lakeside Commons park from 2013 to 2016; and, \$375,000 added for 2015 for acquisition of Lakeside Commons park parking lot improvement. Motion seconded by Commissioner Langenfeld. Motion approved unanimously.

5.-2 [TMP 13-946](#)

SANCTUARY SOUTH PARK NARRATIVE

Sponsors: Krieger

Attachments: [Sanctuary South Park.pdf](#)

Program Supervisor Krieger narrated a PowerPoint presentation of the 45th Park Sanctuary South. He stated Sanctuary South Park is a mini park that is located at 10435 Vermillion Circle NE and is directly southeast of city hall. The park was part of the Sanctuary Seventh Addition by Paulsen Development Incorporated and is 32.33 acres in size and subdivided into 21 single-family lots and two Outlots.

Outlot A is .33 acres and Outlot B is the site of the park and 1.14 acres in size.

The Park Board was presented with the preliminary plat of the park by staff in February 2004 and the City Council approved the site improvements for the 1.14-acre park location in March of 2004. In April 2005, the Park Board approved the final site plan for Sanctuary South Park and moved it forward to the City Council for approval. June 2006, residents invited to city hall to review the three different playground designs. Bids for the project were available early July 2006, which included tree removal, grading, asphalt paving, playground equipment and installation of the equipment, and

landscaping with an estimated cost of \$170,000. Two bids were received from WB Miller Incorporated and Sun Ram Construction Incorporated. WB Miller Incorporated was the lowest bid at \$163,898 but their bid did not include the playground equipment. Sun Ram Construction's bid was \$219,620. It was noted that both bids were rejected at the August 2006 City Council meeting.

There were three separate bids, the playground equipment, the asphalt paving and the playground installation. Darrel's Contracting did all the asphalt paving and Webber Recreational Design did the playground. The City's Public Works Department completed the tree removal and grading at under \$100,000. It was noted the neighborhood is growing, new homes are being built, and this park is a great asset to the neighborhood.

Chair Bird questioned the original discussion of the elevated walkway across the wetland. Program Supervisor Krieger stated he has discussed this boardwalk with the Assistant City Engineer and the cost would be \$500,000.

5.-3 [TMP 13-947](#)

OTHER

Sponsors: Godfrey

Appointment of Vice Chair

Program Supervisor Godfrey announced the appointment of Commissioner Leathers to Vice Chair.

Aquatore Park Field #1 Update

Program Supervisor Krieger stated SRF has started the well digging and wetland study as required by the Coon Creek Watershed District. He indicated they have dug nine wells and slotted PVC pipe has been added. They will be checking for vegetation. He explained this should last about two months. Program Supervisor Krieger stated he talked with the consultant to obtain a timeline for getting a bid for the original project with final completion in 2014. He noted there is a three-week bid process.

Chair Bird asked if there is a different scope of work if it is a wetland and has a timeline. Program Supervisor Krieger stated it would be address at that time.

Blaine Triathalon

Program Supervisor Monahan stated the Blaine Triathalon is scheduled May 18, but if need be it could be switched to duathlon, which would eliminate the

swimming portion of the event.

Commissioner Markle asked for an update on the registration. Program Supervisor Monaghan indicated the event is full at 350 participants.

Program Supervisor Godfrey stated the Pitch, Hit and Run Competition scheduled for April 27th has been cancelled.

Chair Bird asked if that event will be rescheduled. Program Supervisor Krieger indicated there are several other events within the area so at this point, it would not be rescheduled.

Public Services Director Therres stated during the Council retreat there was discussion of dedicating the interest from the CIP funds for park renovations.

9. Adjournment

Moved by Das, seconded by Lester, that this meeting be Adjourned. The Motion was adopted unanimously. The meeting adjourned at 7:53 p.m.