



City of Blaine
Anoka County, Minnesota
Minutes - Final
Park Advisory Board

10801 Town Square Drive
Blaine, MN 55449

Tuesday, February 25, 2014

7:00 PM

Council Chambers

1. Call To Order

The Blaine Park Advisory Board met in the Council Chambers of City Hall on Tuesday, February 25, 2014.

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

2. Roll Call

Staff Present: Nate Monahan, Program Supervisor; Shari Kunza, Program Supervisor; Bob Therres, Public Services Manager.

Guest: None.

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

3. Approval of Minutes

3.-1 [MIN 14-11](#)

**APPROVAL OF JANUARY 28, 2014 PARK BOARD
MINUTES**

Approved

4. Open Forum for Citizen Input

None.

5. New Business

5.-1 [PB 14-05](#)**STAFF REPORT ON FALL RECREATION PROGRAMS**

Program Supervisor Kunza presented a summary of the 2013 Fall Recreation Programs. She commented the Parks Department has six staff members. She stated last fall the City held several free community events: World Fest, two Sounds of the City Concerts, and the Winter Holiday Celebration. She stated World Fest had 1,500 attendees, was funded by a grant from the Metropolitan Regional Arts Council and had seven sponsors. She noted that the event had eight restaurants participate, featured a variety of entertainment, had several informational booths, and offered many activities for the attendees. She stated the Sounds of the City free concerts were held in October and November and had 90 attendees. She stated the Winter Holiday Celebration is a free event that had 350 attendees which was down 50% from the previous year. She noted that 2013 will be the last year for this event. She commented the event had four sponsors, 25 volunteers and offered a variety of activities, refreshments, a visit from Santa, and holiday music.

Program Supervisor Kunza stated the youth programs offered 43 activities with 966 participants which is a 10% increase from the previous year. She stated the adult programs and athletics offered 35 activities with 1,146 participants. She stated the adult athletics had 52 softball teams, 13 kickball teams, five football teams, and seven basketball teams.

Program Supervisor Kunza stated the Senior Center offered a variety of recreation programs, special events, and educational programs with 300 volunteers and 8,886 participants.

Program Supervisor Kunza stated the Parks and Recreation Department used eight parks, City Hall, Swans Super Rink Dance Studio and QC Dance Studio, three schools, and Fire Station #3. She stated the City hosted 135 soccer teams with 472 games and 1,877 practices; 27 adult football games; 283 youth football games; 312 adult softball games; and 82 kickball games.

Program Supervisor Kunza stated there were 251 building reservations and 92 park shelter reservations. She stated there were 1,411 total registrations which is a 16% increase from the previous year. She noted there were 905 online registrations, and 506 in-person, mail and faxed registrations.

Commissioner Leathers thanked the staff for their successful 2013 recreation year. He asked for the number of years that the City has

held World Fest. Program Supervisor Monahan responded six years.

Commissioner Pribbernow asked if an event will replace the Winter Holiday Celebration. Program Supervisor Kunza responded a holiday vocal choir concert is being planned for December, which will extend the Sounds of the City Concerts.

Commissioner Pribbernow asked about adding a 5K run in the fall. Program Supervisor Kunza responded a kid's triathlon is planned for July 26, 2014. Public Services Manager Therres commented the Blazin 4th had operated an 8K run which has been discontinued due to low registration. Program Supervisor Monahan noted that a lot of cities plan runs during the summer, but triathlons are not so common.

Chair Bird thanked the staff for their hard work.

Informational; no action required.

Discussed

5.-2 PB 14-06

**RECOMMENDATION OF CAPITAL IMPROVEMENT
FUNDED PARK PROJECTS**

Program Supervisor Monahan stated the Council has set aside \$1 million over the next five years from the Capital Improvement Fund (CIF) to finance improvements to the City's existing parks. He noted that the Council has asked that the funds be directed at existing mini-parks and neighborhood parks to keep those amenities in good repair. He gave an overview of the proposed five-year plan, which will be reviewed and adjusted each year. He noted that the replacement of hockey boards will be added to Aurelia Park's list. He commented that the numbers on the proposed budget are rough estimates from the staff.

Chair Bird asked if the \$1 million will be placed in the Park's CIP or CIF, if the fund will be tracked in two separate budgets, and if the funds need to be replenished. Public Services Manager Therres replied over the years the overage of funds from different projects along with excess revenues has been placed in the Capital Improvement Fund where interest is earned. He commented the CIF has grown to \$10 million. He commented the Council decides where the funds are to be used such as the building of City Hall, Lexington Athletic Complex, and finance software, etc. He stated the funds do not have to be replenished; although there are restrictions on how the funds can be used. He stated the Council agreed to only use the interest of the CIF.

Chair Bird stated the residents will appreciate the use of the funds for the parks.

Commissioner Das asked if \$200,000 in funds would be available each year. Public Services Manager Therres replied the dollar amount may vary each year. He noted that the proposed projects are not eligible for park funds.

Commissioner Markle asked if paving the hockey rink in Aurelia would be for multi-use purposes. Program Supervisor Monahan responded yes, a paved rink makes better ice in the winter and rollerblading in the summer.

Commissioner Markle asked about a new building in Quincy Park. Program Supervisor Monahan responded the staff is monitoring the number of skaters. He stated the Quincy building is only used as a warming house and has restrooms. He noted it is used only in the winter, is in rough shape, and staff is considering tearing it down to

allow for better visibility due to vandalism. He commented several options are on the table for the building.

Commissioner Markle asked about a dog park in Lochness Park. Program Supervisor Monahan responded staff has identified two locations in Lochness for a fenced dog park and further research is needed.

Chair Bird asked if the \$1 million is reserved for only the projects listed on the budget. Program Supervisor Monahan responded the proposed list shows suggested projects and can be changed at any time.

Commissioner Leathers asked if similar projects would be bundled to maximize contractor bidding and he asked who will do the work. Public Services Manager Therres replied each project will be reviewed and a plan formed. Commissioner Leathers commented he prefers the projects be bid out in groups to maximize the funds.

Commissioner Lester asked how the park projects were determined. Program Supervisor Monahan responded the projects were identified by staff and a priority list was created. He commented that any neighborhood park project can be added to the list.

Forwarded with Recommendation

5.-3 [PB 14-07](#)**PARK UPDATES**

Program Supervisor Monahan gave a report on park updates. He stated the Lexington Athletic Complex bid will be done in early March. He stated the Aquatore Field #1 bid will go out February 28, 2014, with the bid opening on March 21, 2014, and Council review on April 3, 2014. He noted work would start in June and finish in early fall. He stated the Council approved the Lakeside Commons parking lot of 102 paved spots and a curb cutout at the end of the lot with a gate to allow for 25 overflow parking spots on the grass.

Commissioner Das confirmed that the overflow parking will be on the grass. Program Supervisor Monahan replied yes, the overflow parking will be on grass.

Commissioner Das asked why a gate is necessary. Public Services Manager Therres replied the grass area is located closest to the beach and people would choose to park there first if the area was not blocked off by the gate.

Chair Bird requested a concept drawing of the proposed parking and questioned the location of the turnaround. Program Supervisor Monahan replied the turnaround is north of the splash pad. He noted a consultant is working on the new design and that Mr. Monahan will bring the drawing to the next Park Board meeting.

Commissioner Leathers asked for the total number of parking spots for the beach. Program Supervisor Monahan responded there will be a total of 199 parking spots. He noted 174 paved parking spots and 25 overflow parking spots on the grass.

Informational; no action required.

Discussed

5.-4 [PB 14-08](#)

WESTWOOD PARK FEATURE

Program Supervisor Monahan presented the Westwood Park’s feature. He noted in 1959 a 1.7 acre parcel of land was acquired for Westwood Park. He commented there is not much information about the park other than the replacement of the playground equipment in 1993. He noted that Westwood Park is one of the oldest parks in the City.

Commissioner Das asked about replacing the park’s playground equipment in the near future. Program Supervisor Monahan responded renovation dollars from the Capital Improvement Fund can be used to replace the playground equipment and could be planned for 2015.

Commissioner Das asked about the tennis courts replacement. Program Supervisor Monahan responded the tennis courts can be resurfaced.

Informational; no action required.

Discussed

5.-5 [PB 14-09](#)

**APPRECIATION TO OUTGOING PARK BOARD
MEMBER JON LANGENFELD**

Program Supervisor Monahan thanked Jon Langenfeld for his nearly five years of service on the Park Board.

Chair Bird presented Commissioner Langenfeld with a proclamation of appreciation.

Commissioner Leathers commented that five years is a long time. He thanked Commissioner Langenfeld for his work, knowledge and sense of humor that he brought to the Park Board.

Informational: no action required

5.-6 [PB 14-10](#)

OTHER

Program Supervisor Monahan stated new Park Board member Karen Varian, Ward 3, will start in March. He noted that Oaths of Office will be taken in March by Chair Bird, Commissioner Lester, Commissioner Pribbernow and Commissioner Varian.

Commissioner Langenfeld thanked the Park Board for their support.

Informational: no action required

9. Adjourment

Adjourned