



**City of Blaine  
Anoka County, Minnesota  
Minutes - Final**

10801 Town Square Drive  
Blaine, MN 55449

**Park Advisory Board**

*Chair Jeffrey Bird, Rex Markle,  
Prad Das,  
Ron Leathers,  
Jeffrey Lester,  
Christine Pribbernow,  
Karen Varian*

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Tuesday, November 25, 2014

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, November 25, 2014.

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

**2. Roll Call**

Staff Present: Nate Monahan, Program Supervisor

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

**3. Approval of Minutes**

**3.-1 [PB 14-46](#)**

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

Commissioner Pribbernow stated on page 6, paragraph 5, the paragraph ends. Program Supervisor Monahan stated he will revise.

**Approved**

**Aye:** 7 - Chair Bird, Markle, Lester, Pribbernow, Das, Leathers, and Varian

**4. Open Forum for Citizen Input**

Chair Bird opened the Open Forum at 7:06 p.m.

No one appeared to address the Park Board

Chair Bird closed Open Forum at 7:07 p.m.

**5. New Business**

5.-1 [PB 14-41](#)

**PRESENTATION OF PROCLAMATION TO THE BLAINE  
POLICE EXPLORERS**

Program Supervisor Monahan recognized the Blaine Police Explorers for their many hours of volunteering at many of the special events conducted by the Parks and Recreation Department over the years. A City of Blaine Proclamation was read by Chair Bird and presented. There were five Blaine Police Explorers present to accept the Proclamation.

Commissioner Das thanked the Blaine Police Explorers for being part of the team.

**Informational: no action required**

5.-2 PB 14-42

**RECOMMENDATION OF 2015-2019 FIVE-YEAR CAPITAL IMPROVEMENT PLAN FOR PARK DEVELOPMENT FUNDS**

Program Supervisor Monahan reviewed the City Council has approved the increases to the 2015 Park Dedication fees for Residential (10%) and Commercial & Industrial (5%).

Final Cost of Lakeside Commons Parking Lot came in at \$130,000, which was a savings to the CIP of \$45,000. Added \$80,000 Lexington Athletic Complex for the purchase of Portable Hockey Boards and \$14,000 for Concession Equipment for 2015. Moved Jim Peterson Athletic Complex Hockey Rink and Lights (\$100,000) to 2016 as a placeholder, along with \$20,000 for the purchase of a Warming House Trailer. Removed the Park Building. Moved East of Lexington Avenue North of Main Park from 2018 to 2019.

The City maintains a five-year Capital Improvement Plan for Park Development Funds. The Capital Improvement Plan is a flexible plan based upon long-range physical planning and financial projections. Flexibility is achieved through annual review and revisions as necessary. All improvements listed in the plan are proposed and must come back to the Park Board for review and recommendation to the City Council. The City Council then makes all final decisions on capital improvements.

Revenue for the capital improvement plan comes from park dedication fees required of all new residential \$3,094, commercial \$8,289, and industrial \$5,528 development. The residential fee is split with 80% of the fee going to parks and 20% of the fee going to open space. In 2018, the split is scheduled to return to 65% to parks and 35% to open space. 100% of the commercial and industrial fees go to parks. The Park Board has proposed for 2015 a 10% increase for residential to \$3,404 and 5% increase for Commercial \$8,704, and Industrial \$5,803. Revenue from park dedication fees can only be used for development of new parks and trails, for new improvements to community parks used by all residents and for improvements to neighborhood parks that serve new growth. It cannot be used for park maintenance.

**Revenue Plan Elements for 2015**

Park Dedication Fees	\$780,000
Interest Earnings	\$7,900
Internal Borrowing:	\$2,000,000 from CIF Fund for Lexington Athletic Complex

**Expenditure Plan Elements for 2015**

Internal Borrowing Payments from LAC Project \$40,000  
Aquatore Park Field #1 Relocation project will carry over to 2015 with estimated expenditure of \$363,750 to finish the project.

New Aquatore Park Playground - Aquatore Park playground is twenty years old and is in need of replacement. The public works staff who inspects the playground has indicated that many of the parks that are needed to fix the playground are no longer available. Aquatore Park playground is a highly used and home to many special events, picnic rentals, field trips, concert series, and the Blaine Festival. Staff is recommending this playground be replaced in 2015. Staff submitted a capital budget request to the City Council for the replacement of Aquatore Playground in the amount of \$200,000. The City Council has determined that this cost should come out of the Parks CIP. Staff will be pursuing a matching grant to make this playground a great amenity to all of our Blaine residents.

Lakeside Commons Parking Lot project land cost will be repaid to the Project fund in 2015 at \$100,000, 2016 at \$100,000 and finally 2017 at \$100,000.

Jim Peterson Athletic Complex Hockey Rink and Lights - This project would give the city its first hockey rink east of highway 65. Staff has noticed many residents in the area using lakes and ponds in their backyards as hockey and ice skating rinks. Staff has not received any inquiries or complaints from residents about not having hockey rinks or a warming house east of 65. Staff is recommending and the Park Board should choose to remove the hockey rink, lights and park building from the CIP and go with an option of:

Lexington Athletic Complex Portable Hockey Rink Boards that could be purchased at a cost of \$20,000 - \$80,000 (depending on new or used). The park building would be used as a warming house and the parking lot was designed to be flooded next to the building with lights already in place from a pole used for the baseball field lights.

New Lexington Athletic Complex Concession Equipment that includes: Double Door True Food Refrigerator, Double door True Food Freezer, Ice Cube Maker, Ice Bin, Water filter assembly, Pizza Oven, Hot Dog Grill, Hot Dog Bun Warmer, Pizza Warming Cabinet, and Nacho Machine at a cost of \$14,000.

West of Harpers Park (1.8 acres) project is scheduled to begin in 2015 and the City has the deed to the property and could hire a consultant to

design the park. The bid process for this park project could begin in the spring and development of the park could start in the summer. Total cost of this project is estimated at \$250,000. Planning and Development director has indicated we could start this project ahead of the development for 2015 or wait until 2016 due to the fact that development has come to a stop because of wetland issues and will not start up again until possibly September of 2015.

Lexington Athletic Complex project will carry over to 2015 as expected with an estimated expenditure of \$1,325,000 to finish the project.

**Expenditure Plan Elements for 2016:**

Internal Borrowing Payments from LAC Project	\$80,000
WAC Repayment from LAC Land	\$76,571

Shifting existing projects, amending projects or moving projects. Projects may be programmed for a different year by either moving them forward or back in the plan or the CIP is amended to accommodate a project reprioritization.

Jim Peterson Athletic Complex Park Building - Staff is recommending removal of this project based on the addition of the Lexington Athletic Complex Park Building.

Glen Meadows Park - Staff is recommending this project be moved to 2017 because of slower than expected development in the area. This was previously planned for 2016.

Commissioner Leathers stated he liked this version more than the first version. In 2015, he asked if the boards would be installed and used this year. Mr. Monahan stated this would be a 2015 purchase and ready for the 2015-2016 season. Commissioner Leathers asked if the concession equipment can be included in the CIP and Mr. Monahan stated it can.

**Forwarded with Recommendation**

**Aye:** 7 - Chair Bird, Markle, Lester, Pribbernow, Das, Leathers, and Varian

**5.-3** [PB 14-43](#)

**PARK CONSTRUCTION UPDATES**

Program Supervisor Monahan provided an update on the Lexington Athletic Complex. He showed pictures of the progress of the construction including the park building. The building should be completed during the winter.

**Informational: no action required**

5.-4 [PB 14-44](#)

**TREES EDGE PARK FEATURE**

Program Supervisor Monahan stated this is the 58th Park presented to the Park Board. In 2003, a 5.1 acre parcel of land in Club West was developed by Tradition Development in to what is now known as Trees Edge Park. The neighborhood park was completed in July of 2004. Trees Edge Park is one of 5 parks that were developed in the Club West area. Park amenities include: Trails, benches, irrigation, picnic tables, open play area and a playground. The cost to develop the park was \$166,301. Mr. Monahan provided photographs of the park.

Commissioner Das asked how much is spent in the trail maintenance throughout the City. Mr. Monahan stated as part of the CIF \$25,000 is in the 2015 plan for any trail maintenance needed. Staff walked all the trails and created a list of priorities for trail maintenance. Commissioner Das asked what the lifecycle was for a trail. Mr. Monahan stated he will research and report back to the Board in January.

Chair Bird stated the Open Space Committee generally takes care of the trails in Blaine. They have a Master Plan and Chair Bird stated he would like to have the Park Board see an overview of the trails and the Master Plan at the January meeting.

**Discussed**

5.-5 [PB 14-45](#)

**DECEMBER 23, 2014 PARK BOARD MEETING**

Program Supervisor reviewed the December 23, 2014 Park Board Meeting is the week of Christmas. Staff recognizes this can be a busy time for Board Members and therefore, presenting the decision to the Board to conduct the meeting. A motion must be made if the Board decides to cancel the December meeting. No motion is required to conduct the meeting since it is regularly scheduled. At this time staff does not anticipate business items that need to be addressed in December.

**Discussed**

**Aye:** 7 - Chair Bird, Markle, Lester, Pribbernow, Das, Leathers, and Varian

6. **Adjournment**

**Adjourned**

**Aye:** 7 - Chair Bird, Markle, Lester, Pribbernow, Das, Leathers, and Varian