



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

10801 Town Square Drive
Blaine, MN 55449

Tuesday, October 27, 2015

7:00 PM

Council Chambers

1. Call To Order

The Blaine Park Advisory Board met in the Council Chambers of City Hall on Tuesday, September 22, 2015.

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

2. Roll Call

Staff Present: Shari Kunza, Recreation Manager
Bob Therres, Public Services Manager

Present: 7 - Chair Bird, Commissioner Lester, Commissioner Pribbernow, Commissioner Das, Commissioner Varian, Commissioner Markle, and Commissioner Walsdorf

3. Approval of Minutes

3.-1 [MIN 15-30](#)

APPROVAL OF THE SEPTEMBER 22, 2015 PARK BOARD MINUTES

Commissioner Markle noted on page 4, paragraph 3 the weight limit of the zip line is 2000 pounds.

Commissioner Varian noted on page 3, paragraph 4, first line changed need to needed and in paragraph 6, line 6 correction to the word selected.

Commissioner Varian asked about paragraph 5 and noted the minutes didn't reflect whether the item was tabled. No motion was made.

Motion by Commissioner Markle to approve the minutes of September 22, 2015 as revised. Motion seconded by Commissioner Das. Motion approved unanimously.

Aye: 7 - Chair Bird, Commissioner Lester, Commissioner Pribbernow, Commissioner Das, Commissioner Varian, Commissioner Markle, and Commissioner Walsdorf

4. Open Forum for Citizen Input

Chair Bird opened the Open Forum at 7:07 p.m.

No one appeared to address the Commission.

Chair Bird closed Open Forum at 7:08 p.m.

5. New Business

5.-1 PB 15-37 BOAT DOCKS ON CITY PROPERTY

Public Services Manager Therres reviewed at the July Park Board meeting, boat docks on city property in the Lakes development were discussed. At the time, the Park Board tabled the discussion to gather more information and additional options. Since then, the City has received a letter from the Lakes of Radisson Master Association requesting the City deed the shoreline property to the Master Association.

Staff discussed three options with the City Council at a May workshop and the Park Board at the July meeting. These options were:

1. Retain the property and continue to not allow docks or boats to use City property.
2. Lease or License the property to neighboring property owners who then could use the property to access the lake.
3. Turn back the property to homeowners associations and retain easement over the existing trail.

The Lakes of Radisson Master Association makes a compelling case to deed the property to the Master Association. Doing so would allow the Master Association to consistently govern the health of and access to Sunrise Lake.

The City currently provides boat rental and public access to Sunrise Lake at Lakeside Commons Park. The Lakes of Radisson Master Association provides a boat launch area to the residents of the Lakes.

Staff believes it is in the best interest of the City and to the health of Sunrise Lake to deed the property to the Lakes of Radisson Master Association.

Commissioner Varian referred to the letter asked how the Master Association would enforce the prohibition of illegal mooring and docking of watercraft which is currently taking place and yet not being enforced. Mr. Therres stated the Master Association has not told the City how they would do that but his understanding is if the Master Association owns the property, they would have property rights for that. Commissioner Varian asked how the City could enforce that and couldn't they be fined. Mr. Therres stated the City would need to write letters and let people know they are trespassing.

Commissioner Lester confirmed if the City deeds it back to the Master Association the easement is still retained and Mr. Therres stated that is true. The easement and trail will be maintained by the City.

Commissioner Das asked if the property was deeded back to the Master Association, would there be any money transaction and Mr. Therres stated no mention of monies was made in the letter or in the July discussion. The Park Board can discuss. Commissioner Das asked if some monies shouldn't be paid.

Chair Bird stated there really isn't any value to the City in this property and to get involved and since they are maintaining the building it would be clean just to deed the property to them and wrap it into their bylaws. The City still has access for anything that needs to be done. This will allow for the townhouses to have access to the lake and have representation on the Master Association Board.

Commissioner Das suggested the Master Association help with the cleanup of the lake area. Chair Bird stated the Master Association has to maintain a buffer. The area has not been maintained as it had in the past. The City would only maintain a certain distance on each side of the trail.

Commissioner Walsdorf asked if there is a period where this is assessed to make sure things are going the way they were planned or is there any way to go back if they are not. Mr. Therres stated once the property is deeded and we retain the easement it is deeded.

Commissioner Pribbernow asked if the dock or boat is still located along that area. Mr. Therres stated it was during the summer but he believes it has since been removed. No enforcement was done by the City this past summer.

Commissioner Markle asked what the history is as to why the City owns the property now after the development was done and Mr. Therres stated it is just how it happened and was platted. Is the City doing any maintenance on the shoreline at this time? Mr. Therres stated the native shoreline is maintained. The electric going under the trail, which could be addressed with the Master Association. Commissioner Markle asked if the land is deeded back, who is the registering authority and Mr. Therres stated some cost will be incurred to go through the County to deed the property back to the Master Association. The Master Association could be asked to absorb those costs. There would be no legal fees.

Commissioner Lester asked if the liability went back to the Master Association with the deeded property and Mr. Therres stated it would.

Motion by Commissioner Markle to recommend the City Council deed the property to the Lakes of Radisson Master Association with any significant costs being paid by the Master Association. Motion seconded by Commissioner Varian. Motion approved unanimously.

Aye: 7 - Chair Bird, Commissioner Lester, Commissioner Pribbernow, Commissioner Das, Commissioner Varian, Commissioner Markle, and Commissioner Walsdorf

5.-2 PB 15-38

2016 CIF INTEREST FUND PLAN FOR PARK IMPROVEMENTS

Recreation Manager Kunza reviewed in 2014 the City Council adopted a Capital Improvement Fund (CIF) program that set aside \$200,000 a year over five years to improve parks. The funding for this program is from interest earned in the CIF.

Twenty-five park improvements were made at eighteen parks in 2015 ranging from replacing benches and seal coating to replacing playgrounds and picnic shelters. Ms. Kunza showed a power point presentation showing 2015 park improvements in Quincy, Westwood, Austin, Lakeside, Xylite, Jaycee, Northwoods, Laddie Lake, Fort Lion, Centennial Green, various park benches, Mary Elizabeth, Aurelia, and Aquatore,

The 2016 CIF program continues to address minor repairs and playground replacements at seven parks. A document outlining the proposed improvements for 2016 was provided for Board review.

The improvements proposed for 2016 are as follows:

Mary Elizabeth Park - Shelter Replace - \$18,000
 Cloverleaf Park - Replace Playground - \$60,000
 Little League Park - Replace shelter - \$18,000
 Eastside Park - Basketball hoop - \$1,200
 Laddie Lake Park - Remove building - \$5,000
 Aquatore Park - Dog park - \$85,000
 Broken Oaks Park - Playground swings - \$2,000
 Baseball Complex Park - Miracle field - \$10,800

Staff recommends the Park Board approve a recommendation to the City Council to adopt the 2016 CIF program.

Chair Bird thanked the City Council for finding the funds for allowing for these park improvements. That money is truly being used for some really good things.

Commissioner Varian stated if the Dog park project does not occur in

2016 what happens to the monies. Ms. Kunza stated some other 2017-2018 projects could be looked at to move up for 2016. In that event, Staff could bring back to the Park Board as to which project they would like to have moved up to 2016. Centennial Green would be the next playground to be replaced.

Commissioner Pribbernow asked if the Park Board could make their recommendation at this time in the event the dog park project needs to be replaced with another project.

Chair Bird stated he looks at the CIF the same as the CIP and it floats all year long. He does not feel it would need to be included in the motion for City Council. The Park Board has always had the flexibility throughout the year to make modifications.

Commissioner Walsdorf asked if the \$85,000 estimate for the dog park includes water. At the last Park Board Meeting, there was discussion to reduce the estimate by not having water available. Ms. Kunza stated that is an estimate and she believes it does include water. Commissioner Walsdorf recalled the savings without water would be \$35,000 - \$40,000.

Commissioner Markle stated per the budgeted amount of \$85,000 - the addition of water would bring the estimate to \$125,000.

Commissioner Markle asked what the Laddie Lake building was used for and Ms. Kunza stated many years ago it was used for Nature Camps and also a warming house. The NRCB has done a lot of work to reclaim the natural area making it more of a passive park currently. There are also two shelters one by the lake and another along the trail. Ms. Kunza stated staff will discuss what should be done with the shelters.

Commissioner Das asked where the Dog Park project is and Ms. Kunza stated Council is currently looking at community center sites and no dog park decision will be made until that site is determined.

Motion by Commissioner Das to recommend City Council adopt the 2016 CIF program. Motion seconded by Commissioner Markle. Motion approved unanimously.

Aye: 7 - Chair Bird, Commissioner Lester, Commissioner Pribbernow, Commissioner Das, Commissioner Varian, Commissioner Markle, and Commissioner Walsdorf

5.-3 PB 15-39

Recommendation for Establishing 2016 Park Dedication Fees for the City of Blaine

Recreation Manager Kunza reviewed revenue for the capital improvement plan comes from park dedication fees required of all

new residential, commercial and industrial development. Park dedication fees are adjusted annually by the percentage of increase in the fair market value of undeveloped land within the City with an annual increase not to exceed 10%. The Park Board recommended and the City Council approved a 10% residential and 5% commercial, and 5% industrial increase for 2015 park dedication fees. The current park dedication fee structure is as follows:

- \$3,404 per residential unit
- \$8,704 per acre of commercial development
- \$5,803 per acre of industrial development

Staff is recommending the Park Board consider another increase in park dedication fees for 2015 based on the following:

- Blaine ranks 10th out of 14 in residential fees for metro cities in the attached 2015 Comparison for Park Dedication Fees. Residential park dedication fees have been near the bottom since surveys have been conducted by the Parks and Recreation staff. Blaine is ranked in the middle of the cities for commercial fees.
- The Planning Department estimates a continued increase in new housing permits and of greater importance new land development. Future parks, open space and trail development should keep pace with this growth through measured annual increases in park dedication fees.

The following table illustrates how increases from 1% to 10% would affect the 2016 park dedication fee structure.

| Development | Current | 1% | 2% | 3% | 4% | 5% |
|-------------|---------|--------|--------|--------|--------|--------|
| Residential | \$3404 | \$3438 | \$3472 | \$3506 | \$3540 | \$3574 |
| Commercial | \$8704 | \$8791 | \$8878 | \$8965 | \$9052 | \$9139 |
| Industrial | \$5803 | \$5861 | \$5919 | \$5977 | \$6035 | \$6093 |

| Development | Current | 6% | 7% | 8% | 9% | 10% |
|-------------|---------|--------|--------|--------|--------|--------|
| Residential | \$3404 | \$3642 | \$3642 | \$3676 | \$3710 | \$3744 |
| Commercial | \$8704 | \$9226 | \$9313 | \$9400 | \$9487 | \$9574 |
| Industrial | \$5803 | \$6151 | \$6209 | \$6267 | \$6325 | \$6383 |

Park Dedication Fee Discussion Point: Should the city establish residential, commercial and industrial park dedication fees for 2016 that are the same, more or less than 2015.

Staff recommends the Park Board recommend the City Council to

establish park dedication fees for 2016 with an increase of 10% for residential/unit, 5% for commercial/acre and 5% for industrial/acre.

A chart showing 2015 Comparative Park Dedication Fees was provided for Board review. The City of Blaine separates Commercial from Industrial as other cities group both types together.

Chair Bird stated this is addressed by the Park Board each year. In 2009, the Park Board froze the residential park dedication percentage for three years due to the housing market at the time. Now that the economy has rebounded, it is appropriate to increase the percentages.

Commissioner Lester asked if the City's position is that it should be higher on the list. Ms. Kunza stated all Cities are increasing and this increase would not change Blaine's position. He asked if it is bad to be on the bottom of the comparison and without seeing the costs, it is difficult to increase fees. He asked how many parks will be constructed in the future.

Chair Bird stated the City is nearing the end of development of parks within the City. There is a finite amount of development that will occur. This is the revenue source for parks and there are a number of loans that need to be repaid. This only affects the new development and those purchasing a home within the City. His concern is at some point there will not be the funding and this will allow for a fund for future improvements.

Commissioner Lester asked when the City would be going into the red. Mr. Therres stated approximately 2020 the funds will be expended based on the current revenue stream. The costs of playground equipment, for example, have increased. Commissioner Lester asked if 10% is in line with what needs to be done.

Chair Bird stated the City needs to have the revenue to pay for items past 2020. He asked if the Council can be advised the Park Board has some concerns going forward as to where funding will come from and Mr. Therres stated he will bring it to the Council's attention.

Commissioner Das stated he believes Blaine's facilities are much better than Brooklyn Park or Champlin's. He stated it seems the same house in Blaine is less than in other communities and Blaine has better amenities. He asked if the price tag can be raised from \$340. Ms. Kunza stated the increase is capped at 10%.

Motion by Commissioner Markle to recommend City Council establish park dedication fees for 2016 with an increase of 10% for residential/unit, 5% for commercial/acre and 5% for industrial/acre. Motion seconded by

Commissioner Das. Motion approved 6-1 (Lester)

Aye: 6 - Chair Bird, Commissioner Pribbernow, Commissioner Das, Commissioner Varian, Commissioner Markle, and Commissioner Walsdorf

Nay: 1 - Commissioner Lester

5.-4 [PB 15-40](#)

STAFF SPOTLIGHT: ROBIN RICE, RECREATION LEADER

Recreation Manager Kunza reviewed Robin Rice has been employed with the City of Blaine since November of 2005. Robin started out as an arts and crafts instructor and has expanded her role to include special events, concerts, field trips, children’s programs and park attendant at Lakeside commons. Robin is willing and able to do just about anything we ask her to do. You will see her at just about every event we run, from the Triathlon to the Princess Party, and World Fest to the Pumpkin Hunt. Robin is the type of employee to whom you can give a task and know that it is taken care of. Our events are successful due to her diligence and attention to detail.

Robin has been a park attendant at Lakeside Commons Park since it opened. She has been a wealth of knowledge providing great feedback on how to improve the operations at the beach. Robin keeps the park clean and running well so all park users have an enjoyable time. She is an irreplaceable employee and gives one hundred percent to every role we give her.

Robin has lived in Blaine for 31 years. She raised her three children, Blake, Stefany and Dani in her home near Ostmans Park. She now has six active grandchildren. Her daughters Stefany and Dani have also worked for the City of Blaine as recreation leaders. Robin has three pets - a dog, cat and guinea pig. She enjoys kayaking, biking and gardening in her spare time.

Robin’s full time job is with the Columbia Heights School District where she is a health aide at an elementary school. Her schedule at the school district allows her to work summers, evenings and weekends for Blaine. The Parks and Recreation Department would like to thank Robin for her 10 years of service.

Informational: no action required

5.-5 [PB 15-41](#)

RECREATION UPDATES

Recreation Manager Kunza provided updates on the following:

Introduction of New Software Program - ActiveNet has been purchased and it will be implemented within the next two weeks. This will streamline registration for participants. Responsibility for this

software falls under Ms. Kunza.

Princess Party - November 7 with 220 princesses. It is held at City Hall. There is a waiting list.

Morning at the North Pole - Spend a morning with your family at the North Pole! Don't miss out on this memorable event. We will take a picture of your kids with Santa and email it to you OR bring your own camera for pictures with Santa. Fee includes a continental breakfast for one child and one adult, crafts for one child, and a visit with Santa. Pre-registration is required and limited to 25 children per time slot. Event is held at Blaine City Hall Atrium. This event is for children ages 10 and under with an adult. Saturdays December 5 or 12; 9am, 10am, 11am, or 12noon. Fee \$10 per child resident; \$11 per child non-resident. Fee includes 1 adult. Additional adults are \$2 each. Blaineevents.com 763-785-6164. Some sessions still have availability

50th Anniversary Civic Recognition Reception - the 50th Anniversary Reception will honor long-term businesses, organizations and residents of Blaine and give them an opportunity to share their stories for future generations. Blaine City Hall, December 3, 2015 5-7 p.m. Go to www.blaineevents.com/50 or stop by Blaine City Hall no later than November 10, 2015.

Holiday Concert - December 1 at Blaine City Hall. Lake County Chorus will perform at 7:00 p.m.

Chair Bird asked for an update on Lochness and Infinity Campus. Mr. Therres stated it is in process.

Informational: no action required

Adjournment

Commissioner Das motioned to adjourn. Commissioner Lester seconded the motion. Motion approved unanimously.

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

Aye: 7 - Chair Bird, Commissioner Lester, Commissioner Pribbernow, Commissioner Das, Commissioner Varian, Commissioner Markle, and Commissioner Walsdorf