



# City of Blaine Anoka County, Minnesota

Blaine City Hall  
10801 Town Sq Dr NE  
Blaine MN 55449

## Legislation Details (With Text)

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**ITEM:** \_\_\_\_\_ **Minutes - Jim Kappelhoff**

### APPROVE NOVEMBER 27, 2012 PARK BOARD MINUTES

#### UNAPPROVED

CITY OF BLAINE  
PARK ADVISORY BOARD  
MEETING MINUTES  
Tuesday, November 27, 2012  
7:00 p.m.

The Blaine Park Advisory Board met in the Council Chambers of City Hall on Tuesday, November 27, 2012.

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

#### ROLL CALL

Members Present: Commissioners Bird, Das, Langenfeld, Leathers, Markle, and Schwarz.

Members Absent: Chairman Walthour.

Staff Present: Jim Kappelhoff, Park and Recreation Director.

## 2. Approval of Minutes: October 23, 2012

Commissioner Leathers requested the following corrections:

Page 2, second paragraph under New Business, line 16: "... youth athletic associations to defray costs of athletic field maintenance ~~costs~~." In the same paragraph, line 22: "... Athletic Association per participant fee ~~for~~ is \$5."

Same page/paragraph, second to last sentence: "...but to offset a portion of the total encumbrance."

Commissioner Bird requested a correction on page 7, third full paragraph, last sentence: "...improvement plan next month and they needing funds..."

Motion by Commissioner Leathers to approve the minutes of October 23, 2012 as amended. Motion seconded by Commissioner Markle. Motion approved unanimously.

## 3. Open Forum for Citizen Input

Eric Peterson of 12821 Mankato Street stated that he is with Blaine Soccer Club. He explained that he has been speaking with Park and Recreation Director Kappelhoff recently who encouraged his attendance. He stated that the Soccer Club has been in discussions for a year-and-a-half regarding building an indoor facility with a full soccer field. He suggested that the city help with land for the project like what was done with Fogerty. He added that this would be a multipurpose building similar to Winter Park. The building would be around 230 x 400 in size. He stated that it would be used for lacrosse and football. He explained that the Soccer Club would be the sole tenant and would run the facility. He asked if obtaining land is a possibility. He commented that he spoke with Mark at Fogerty about their experience building the curling rink. He reported that they will work with the same contractor, Greystone, to draw up plans. He stated they have considered areas around Fogerty and at the new park at Lexington Avenue for their building. He suggested they would put office space in the same facility. He reviewed that they have 50 travel teams and 1000 rec kids in their program. He commented they use the NSC and are limited in scheduling time. He stated that they have used a space in Coon Rapids called Adrenaline. He stated he has not built a five million dollar building before and would like some guidance. Vice Chair Bird explained that they would like a formal proposal of the facility to determine where it would fit and if it would work in an existing park.

Park and Recreation Director Kappelhoff commented that they would like a proposal given to the Park Board and then it would possibly be proposed to Council for review in a workshop. Mr. Peterson confirmed that he would create a proposal and be back to meet with the Park Board.

Commissioner Leathers stated that he is familiar with the need for the soccer facility. He explained that his children play soccer and he knows the high school coaches. He asked Mr. Peterson to provide details on the Clubs specific needs and how many week days a facility is needed so that it is well understood when he meets with the Board again. He asked that Mr. Peterson review how the building will be used, what the purpose of having an indoor field is and how the Club, city and residents will benefit from having it. Mr. Peterson agreed and commented that many other groups will have a use for this building.

#### **4. New Business**

##### **4.1 Mobile Stadium Presentation**

Park and Recreation Director Kappelhoff presented a background and summary of the Mobile Stadium Presentation.

Harlan Gallop of Sports Technology has requested a short presentation to the Park Board on a new mobile scoreboard/sound system called Mobile Stadium. This system was introduced to delegates at the 2012 Minnesota Recreation and Park Association State Conference in September. Application of the Mobile Stadium for City of Blaine would be limited, but may be of interest to our youth athletic associations on park facilities without scoreboards and to community organizations such as the Blaine Festival Committee for sound and display attributes.

Harlan Gallop of Sports Technology introduced himself. He provided a PowerPoint presentation and explained many uses for the system. He reviewed that Mobile Stadium is a sound display and score display together. He explained that universal scoring and customizable displays are included. He reviewed that there is space for logos or advertising. He explained that the sound is customizable. He reviewed that the features are available anywhere instead of one location as it is mobile. He added that revenue is generated throughout the products life. He explained that the display has sport effects, replay, announcements, scoreboard, layouts, visual graphics and videos in the program. He noted that it is high resolution, has high viewing angles and can be seen up to 250 feet in the distance. He stated that logos for teams, the city, sponsors or advertisers could be added. He reviewed that a laptop computer comes with to run the systems. He explained that there is a multisport controller, which is like what is used for a standard scoreboard.

Mr. Gallop reviewed that the sound system is electro voiced which is up above the crowd so sound waves are not blocked. He reviewed that the audio has wireless and hardwired microphone. He explained that anyone using it can plug it in and play it. He reviewed that the processor is digitized and the volume controlled. He reviewed that the portable

press box has an electric mast and rechargeable batteries. This is unique to this system. He stated that the trailer can be moved to any site and will be ready. He reviewed that the trailer can be easily moved by one or two people or can be moved on a 4-wheeler or car with a standard hitch.

Mr. Gallop reviewed that it could be used Blaine's 20 or more concerts, fireworks, Blaine Festival, triathlon and sporting events. He reviewed that the equipment does not need to be installed in the sod. He explained other benefits are that the battery recharges and electric cords are not required. He noted that the system use is silent and does not use a generator. He reviewed that the speakers are 14 feet high for quality sound. He stated that the audience is kept apprised of the event. He added that safety announcements can be made to a crowd. He reported that it can generate revenue by renting it to organizations. He reviewed that there are display boards, which can have permanent or temporary sponsors. He explained that on mobilestadiumusa.com there is a one minute video where the system can be sampled. He summarized that the product is mobile, adaptable for many situations, and can be rented out to earn money.

Vice Chair Bird thanked Mr. Gallop for his presentation. He explained that staff will need to review this to determine what the need is for the city. He suggested the Soccer Complex may have a use for this also.

Commissioner Schwarz explained that he is not familiar with this product. He asked if anyone can use this product or if trained person needs to accompany the system to run it. Mr. Gallop recommended that staff set the system up on site with the setup already done. He reviewed that there is a simple controller with push buttons like is typically used for a scoreboard.

Informational only.

#### 4.2 Aurelia Park Neighborhood Meeting

Park and Recreation Director Kappelhoff presented a background and summary of the Aurelia Park Neighborhood Meeting.

After the Aurelia Park discussion presented to the Park Board at the September meeting, it was recommended by the Board that a neighborhood meeting be conducted in November. The purpose of the meeting is to invite residents around the park to have input on the future of what should be proposed for the replacement of the basketball and tennis courts that were removed due to their poor condition. The area of the park where the courts were removed is 1.42 acres and is located on the corner of Jefferson Street and 91<sup>st</sup> Avenue. The area is also separated from the main park by Jefferson Street.

A notice of this meeting was mailed to 472 residents around Aurelia Park. The notice informed the neighborhood this is an opportunity to be involved in discussions that may include but not limited to the following:

- Replacing both tennis and the basketball courts.
- Replacing one tennis court and the basketball court.
- Replacing basketball court only.
- Replacing with other amenity such as a sand volleyball court.
- Not replacing and leave as open play area.
- Funding.

In addition, the Park Board requested staff to provide the following information prior to the neighborhood meeting:

1. Soils testing of the basketball and tennis courts removal area. Soil tests were conducted by Public Works and Engineering Departments and showed good soil conditions and no corrections are required to support facility construction.
2. Real costs to replace the tennis and basketball courts. The estimated costs that include labor and materials for tennis and basketball courts were obtained from average 2008 construction costs at Jim Peterson Athletic Complex and the Engineering Department concurs that the estimations can be used for today's dollars. Estimates attached.
3. Estimate to construct a sand volleyball court. The sand volleyball court is the actual cost from the 2009 bid for the complete install, materials and equipment for the Lakeside Commons Park court. Estimate attached.
4. Locating other areas in the park for basketball and tennis courts. Locating the same size foot print of this area in the main park is possible but would be intrusive to the function of one or more of the three ball fields by reducing outfield distances. If removing a field is considered, the south field has the least amount of use. Map of this location is attached.
5. Private fund raising for the tennis/basketball courts replacement. Fund raising could be done with local businesses and charitable organizations. The City could assist with residents who would be willing to lead this effort.

Possible Discussion Items:

- Based on resident input, what, if any, amenities should be considered for replacement and where?
- Should the costs be included in the 5 Year Capital Improvement Plan?
- Should a survey with a list of replacement options be mailed to the Aurelia Park neighborhood?

Park and Recreation Director Kappelhoff reviewed that a neighborhood petition was collected by a resident and has been provided to the Board along with residents email comments.

Vice Chair Bird asked residents to come to the podium with their comments.

Stephen Klein stated that he was at the August and September Park Board meeting and likely initiated the demolition, which led to tonight's meeting. He explained that he and a neighbor, Mike, collected over 200 signatures regarding the park. He asked that the city be a good neighbor. He explained that he has lived in the neighborhood since the 1970s. He added that there is a lot of pressure with down property taxes. He noted that diminishing the park value reduces his property value further. He asked the Board to recognize the need for amenities that were removed. He explained that he understands there are budget challenges. He asked the Board and staff to acknowledge the reasonableness of their request. He asked the city to explore funding options. He stated that the city is the largest property in their neighborhood and asked that they be a good neighbor.

Ron Clark of 733 91<sup>st</sup> Ave NE stated that he has lived in the neighborhood for nearly 40 years. He explained that Aurelia Park is important to the neighborhood. He stated that he raised five daughters in the neighborhood who played often in the park. He explained that they played softball there and won many city softball tournaments. He added that the tennis courts and basketball courts were important amenities. He asked that these be returned to the park to allow for further use. He reviewed that next year the Park Board will be spending \$3,177,170. He explained that the request for Aurelia Park is a small percent of this. He asked the city to work to find the money. He explained that he feels restoring Aurelia Park is best for the city and asked for their support.

**Diane Schlu** of 9040 Jackson Street stated that she has lived in the neighborhood for eight years. She stated that an attraction to moving here was the park and trails. She stated that three neighbors have moved in now that have young children. She explained that with a school close by the park is an attraction to young families. She explained that she sees middle and high school students frequently using both the tennis and basketball courts. She requested at least one tennis court and the basketball court be replaced.

**Mike Huey** stated that he has lived across the street from the tennis and basketball courts since 1970. He explained that he would like the tennis court at least and possibly the basketball court put back in. He explained that the basketball court has attracted less desirable park users over the last few years. He explained that he feels these park users wrecked the tennis court to keep tennis users out of the park. He asked that both courts be added back into the park but they be kept separate so basketball players would not sit on the nets. He commented that he felt the tennis courts brought a lot of good people into the neighborhood to play. He explained that he plays tennis himself. He stated that with his involvement in obtaining petition signatures he heard more people interested in the tennis court than the basketball court.

Beth Nelson of 9084 Terrace Road stated that she has lived in the neighborhood for 28 years. She explained that the middle schoolers hang out in the park after school and sit on the tennis nets. She suggested that the park patrol stop by the area after school to alleviate this in the future. She suggested adding tennis courts as they can bring value to the park. She stated that the sand volleyball court would be okay.

**Ann Klabeck** of 9135 Jefferson Street stated that she lives adjacent to the tennis and basketball courts. She commented that she has a 15-year-old and two, 10 year olds in the school district. She has lived here for 22 years. She stated that she supports the courts but asked for them to be separated. She supported two tennis courts and a basketball court in the park. She requests these amenities to keep kids active and to fight childhood obesity. She reported not seeing the teens at the park now and wonders if they have a safe location to hang out.

**Ben Gulliguske** of 391 91<sup>st</sup> Avenue NE stated that he has lived in the neighborhood for four months. He stated that a reason he purchased his home was the park and tennis courts. He added that he toured the house in winter and the tennis courts were snow covered so he did not see their condition. He stated that the area for kids to learn these sports and be active is important. He explained that courts help adults keep an active lifestyle. It is helpful to have other activities besides walking on a trail. He supported having a variety of amenities. He learned quickly that the nets were ruined by people sitting on them. He supported separating the amenities so the nets are not sat on. He suggested providing benches near the basketball courts so there is a place to sit while watching friends. He requested that the park be updated so his property values are not diminished. He stated that he supports the idea of sand volleyball too as he actively plays this.

**Don Koloff** of 9235 Jefferson Street NE stated that in the last few years, the park use has gone up but the tennis court had seen little use. He stated that the kiddy park nearby has deteriorated and he recommended putting money into updating this. He stated that he would support grass. He explained that he would support tennis courts but would prefer not to have basketball courts because of who they attract. He stated that his wife observed drug activities by teenagers over the summer. He stated that within 100 yards there are basketball courts in the school yard. He confirmed that these are locked down after school hours and asked that using these be pursued with the school district. He asked that the city not put in a basketball court as he is concerned about having gang turf wars.

**Kathy Weinbeck** of 9005 6th Street NE stated that she is president of Blaine Public Safety Association and has lived in the neighborhood for over 30 years. She stated that she walks in this park daily. She reported that she spoke to Park and Recreation Director

Kappelhoff and to the police department regarding Blaine Public Safety purchasing a camera for police and city staff to use. She stated that this is because of the expressed concerns about drug sales at the park. She stated that Blaine Police Department identifies her as their biggest caller as she reports activity she sees on her walks. She stated that she was told the camera system would need to be where the courts would be. She explained that the weather alert siren pole is not tall enough for the camera's use. She reviewed that the camera needs to be wired to get its signal from the water tower. The signal is blocked by Highway 10. She explained that Blaine Public Safety has money to purchase the camera but not enough to provide a taller pole. She explained that the pole cost is reported to be \$10,000. She added that this park is the most crime ridden in the city. She explained that when people call to report incidents there would be a camera to back it up. She explained that there is vandalism and drug sales. Homeless use the area. She stated that the building has an alcove, which attracts activity and vandalism. She explained that the camera could be a witness to this. She asked the Park Board to purchase a pole for the camera.

Vice Chair Bird stated that the neighborhood input is welcome. He asked staff for the cost estimates list. He reviewed the amenity options. He asked Boardmembers for input. He commented that park amenities are important. He stated that the athletic complexes are very much needed for the city. He stated that he lives across from East Side Park, which has a basketball and tennis court that were used daily while his daughters were growing up. He added that they use the tennis court when returning to the neighborhood. He stated that he supports adding tennis courts and a basketball court even if they are added at separate times due to cost. He recommended that the courts remain separate. He suggested adding security lighting. He asked the neighborhood community for ideas on funding sources to help speed the project forward.

Commissioner Schwarz stated that he visited the park. He suggested relocating the courts so they are away from student foot traffic. He stated that the courts are tucked into the park with the current layout. He supported having a tennis court and a basketball court.

Commissioner Markle stated that he lives in this area and agrees with a majority of the comments tonight. He supported replacing the amenities. He commented that several email opinions were received and thanked the neighborhood for their input. He added due to their budget, upgrades to small parks have been delayed a year or two in the last few years. He added that large budget items in the CIP are being financed with money not in their budget at the direction of Council. He commented that in the last few years the large parks have been a focus. He agreed that they do not want to reduce what is available at the smaller parks. He commented that there is a balancing act to this process. He asked for assistance in funding. He supported adding tennis and basketball courts. He stated that there is not a large request for sand volleyball. He supported

separating the tennis and basketball courts. He asked staff for costs if the new amenities design is the same as what was taken out. Park and Recreation Director Kappelhoff reviewed that the top option shows the basketball court separated from the two tennis courts. He explained that the basketball court does not require a fence and will stand alone but the tennis court requires a fence.

Commissioner Markle asked about soil conditions leading to the decay of the netting poles. Park and Recreation Director Kappelhoff stated that the new poles will have significantly more concrete around them to support them and eliminate any movement of the poles. He added that there would be additional site preparation.

Commissioner Das thanked the park neighbors for attending the meeting. He summarized from the comments tonight and emails that they will consider basketball down the road but not immediately in the park. He suggested pooling funding, adding the tennis court, evaluating how it is going for a year or two and then deciding what to do next. He suggested they could consider adding sand volleyball or a basketball court.

Commissioner Langenfeld addressed that a concern was raised about use of the park by bad elements. He stated that a park is more than nets and poles, it is the people who use it. He agreed that adding back a tennis court is the top request.

Commissioner Leathers expressed appreciation for the sizable turnout from the neighborhood. He thanked them for their input. He stated that they struggled with the decision to take down the courts as it is hard to replace something once taken down. He explained that the budget is challenging. He stated that they agreed to delay replacing equipment at the playground his daughter plays at. He stated that they have many difficult decisions to make. He agreed that additional funding would be necessary. He explained that the larger parks were developed this year with funding outside of their CIP. He explained this will not be a quick process and asked the neighborhood to continue to be involved.

Vice Chair Bird explained that CIP represents the Capital Improvement Plan, which is funded by new residential, commercial and retail development. He explained that each new unit built generates a collection of money that is shared with the Park Board and the Natural Resources Conservation Board. He reviewed that when construction slows the money dwindles. He reviewed that the budget rolls every year. He explained that he has been on the Board for 10 or more years and has never seen the CIP lower than it will be after next year. He explained that they will consider adding the courts back in and find a way to add this over the next few years. He explained that they may have to delay security lighting in other areas in order to help this happen. He noted that some City Councilmembers and the Mayor are present tonight. He explained that they are all interested in helping the neighborhood and restoring their park.

Jeremiah Anderson of 9025 Jefferson Street thanked Steve Klein for going door to door to collect petition signatures. He stated that he moved into his home 14 years ago and their close proximity to the park was a selling point when he purchased the home. He stated that he brought his three boys with tonight who have a lot of comments. He reviewed that he was surprised that the tennis courts were removed. He stated that he expected when the tennis courts were taken down there would be a plan in place to replace them. He explained that he understands how park dedication fees are collected. He stated that older parks need to be maintained and is glad to hear the Board supports this. He commented that the basketball courts have been well used by his boys. He stated that they skateboard and he brings them to Spring Lake Park for this. He stated that they use the Paul Parkway park. He asked that the courts be put back where they were and not be relocated to another area of the park. He requested that basketball and tennis courts be separated.

Vice Chair Bird stated that they will continue discussion on this item under the CIP agenda item.

#### 4.3 Proposed Aquatore Park Pavilion

Park and Recreation Director Kappelhoff presented a background and summary of the proposed Aquatore Park Pavilion.

The Blaine Festival Committee is proposing construction of a 60' x 80' pavilion in Aquatore Park. The interior structure would include a 3,699 square feet open area, two 20' x 20' storage rooms, elevated 20' by 22' stage and the entire floor will be concrete. The exterior will consist of a peaked shingled roof, wood support posts and concrete block for the back wall and storage rooms. Drafts of the pavilion are attached.

The purpose of the pavilion is to provide a main area for entertainment, presentations and other large event related congregating. The Blaine Festival Committee feels a proposed permanent structure of this type would not only facilitate their annual needs during the community wide celebration in June, but also the many special events sponsored by the Park and Recreation Department. It would also be a rental facility option for organizations and businesses. Currently the Committee rents a large tent and stage for the Blaine Festival in the amount of \$5,000.

The proposed location for the pavilion was discussed with staff and the Committee. It was determined that the most favorable location at this time was on the east end of the park across Central Avenue frontage road and near Highway 65. A site location map is attached.

The Blaine Festival Committee is bringing this forward to the Park Board in consideration of making the proposed project a financial cooperative effort with the City. The first estimate for the cost of the structure is \$224,000. However, members of the Committee feel it could significantly reduce this cost through local business contributions or discounts, and possible volunteer labor. It is the understanding of staff that the Blaine Festival Committee is willing to contribute 50% of the cost for the proposed facility.

Members of the Committee have planned to attend this meeting to answer questions the Park Board may have.

Steve Otis of the Blaine Festival Committee stated that he has been involved since the mid 1980s.

Vice Chair Bird asked for ideas on what would be done with the project. He asked about funding options. Mr. Otis stated that they rent tents and a stage for the Blazin' 4<sup>th</sup> annually for \$5,000 to \$10,000 which would be money they put into the permanent structure. He stated that in June they took over charitable gambling pull tabs from the Jaycees. He stated that they anticipate paying for the pavilion over 5-6 years and paying back \$25,000 or more per year toward their half of the cost. He explained that they currently are in-line with having this amount now just six months into it. He stated that yearly they fundraise from businesses and then use the money on rentals. He explained that having the pavilion will keep the money local around would benefit the Park and Recreation Department. He stated that it would help the Park Department as they could rent the pavilion out. He noted that they use the pavilion for three days a year but spend \$10,000 on rentals. He explained that this plan is a win win for the city and residents.

Commissioner Leathers asked regarding the scale of the project. Park and Recreation Director Kappelhoff reviewed it is a 60x80, square structure. He suggested the National Sports Center field house is around this size.

Commissioner Leathers asked if it is the size of the shelter at Town Square Park. Park and Recreation Director Kappelhoff stated that it would be 2-1/2 times the size of the Town Square Park shelter.

Mr. Otis reviewed that this Council Chambers room is 40 feet long, and it would be three times the width of this room. He stated that they could use the pavilion for secure storage and keep things in one spot.

Commissioner Das asked about an estimate of the cost. Mr. Otis reviewed that they are bidding it out now for around \$225,000 to \$240,000 before looking for huge supplier discounts.

Commissioner Das asked about the payment plan. Mr. Otis stated that they would pay 50 percent of the cost to build it and make payments over five to six years. He offered that they would repay sooner if possible. He stated that they do pay the city for other things and want to keep that going.

Commissioner Leathers asked about the timing of the project. Mr. Otis stated that they would like to get going on it as they throw away \$10,000 a year in rental. He commented that if it takes two years this gives them more time to save up for it. He expressed understanding of the budget issues involved.

Vice Chair Bird stated that he is supportive of the project in that it makes sense but determining where to get funding for it will be a consideration.

Commissioner Das asked staff about the rental earnings potential for the pavilion. Park and Recreation Director Kappelhoff commented that this facility would have the most rentability of all shelters in the city. He stated that earnings from the rental would vary. He explained that some very large groups of 500 come in and rent two shelters at Aquatore Park. He stated that there are three to five groups a year who would likely want to use a large facility like this. He explained that once word gets around that Blaine has a space this size it will likely attract more interest. He stated that they could advertise this area for rental.

Commissioner Markle confirmed that revenues earned from this pavilion are returned to the general fund and do not benefit their CIP. Park and Recreation Director Kappelhoff confirmed that it goes into the general fund and not the Park Board CIP.

Vice Chair Bird suggested a direction to staff to locate funding sources or City Council has ideas to build this park amenity to serve the citizens of Blaine. He commented that it would be a great addition.

#### 4.4 Recommendation for the Trail Loop Establishment and Continued Open Space Improvements in Aquatore Park in the Amount of \$6,250.00 from the Park Fund

Park and Recreation Director Kappelhoff presented a background and summary of the recommendation for the trail loop establishment and continued Open Space improvements in Aquatore Park in the amount of \$6,250.00 from the Park fund.

At the 2011 June Meeting, the Park Board recommended funding for vegetative restoration and invasive species control at Aquatore Park. The total cost of restoration for this 4.2 acre parcel was \$3,850. The project was a shared cost of \$1,925 expenditures

from both the Open Space Fund and Park Fund. The buckthorn removal project was initiated in early 2012 that removed most of the smaller buckthorn trees. One follow up herbicide spraying was conducted in August/September of 2012.

As part of the Open Space Management Plan, City Council requested staff obtain quotes to continue improving the open space and establish a trail loop in the same 4.2 acre woods. Three proposals were received and the lowest was from Prairie Restorations. The proposal includes:

- Removal of undesirable trees from the Oak woodland, mainly box elder and remaining buckthorn.
- Clean up of the forest floor including cutting and chipping of the materials to be used in the trail establishment.
- Install a trail loop starting in the southwest corner, looping through woods and return to the starting point. Map of the proposed trail is attached.
- Trees cut and removed are treated with an herbicide preventing future re-growth.
- The work will be started this winter and completed by spring of 2013.

The total cost of the project is \$12,500 and has been recommended by the Natural Resource and Conservation Board (NRCB). The NRCB is requesting the Park Board split the cost, resulting in \$6,250 expenditures from both the Open Space Fund and Park Fund. The NRCB and Park Board did agree in 2011 that even though this area is in Aquatore Park it not used for recreational use and fits better in open space area criteria.

Commissioner Markle stated that he has an issue with supporting this in light of their budget issues. He explained that this park is not a walkers park. He stated that it is a destination park for the arena, baseball/softball and gatherings. He stated that he does not see daily use for a trail like this. He recommended shelving this idea for a few years as they do not have funding available at this time.

Vice Chair Bird asked if the proposed trail loop ties into any existing trails currently in the park that are on the city long term trail system plans or if it is a trail contained within the park by itself. Park and Recreation Director Kappelhoff stated that it does not connect to other trails and it is a looped trail. He reviewed that it is a soft trail that is an inexpensive addition. He explained that an important aspect of this Open Space Management Plan in this specific area will help reduce undesirable buckthorn growth and tree growth to keep it cleaned out. He reviewed that this wooded section is extremely thick and in much of the undergrowth and on the forest floor, there is not much native growth due to this. He stated that the trail would be an amenity. It would be cleared out and maintained as an open space. He explained regarding a trail connection, there is a sidewalk across the street from this area that goes up to Cloverleaf Parkway. He explained that there are connections with our trails that go throughout Aquatore Park

that are also across the street. He stated that the other trails are contained in the park.

Vice Chair Bird noted that they are being asked to make a motion on this. He stated that there is not support right now for this project. He suggested meeting with the NRCB and recommended looking for an alternative funding source. He commented that it would be a nice park enhancement. He stated that for next few years they have a very tight budget. He recommended delaying work on this for a few years due to lack of funding.

Motion by Commissioner Markle to recommend to City Council to take no action at this time on the \$6,250.00 trail proposal from the Park Fund. Motion seconded by Commissioner Langenfeld.

Motion approved unanimously.

#### 4.5 Recommendation of 2013-2017 Five-Year Capital Improvement Plan for Park Development Funds

Park and Recreation Director Kappelhoff presented a background and summary of the recommendation of 2-13 - 2017 five year Capital Improvement Plan for Park Development Funds.

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, commercial and industrial development. The residential fee is split with 65% of the fee going to parks and 35% of the fee going to open space. 100% of the commercial and industrial fees go to parks.

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.

At the August 2012 Park Board meeting the Board was informed of recent and major park projects that emerged and would affect the Park Fund. Funding strategies were approved by City Council to finance these projects and with consideration to the impact on the Park Fund. The major projects are Aquatone Park Field #1 Relocation as a result

of the Fogerty Curling Rink Expansion and the development of a 38 acre athletic complex east of Lexington Avenue.

A review of the two sources of funding to offset costs of these major projects are:

1. Capital Improvement Fund (CIF): This fund can be used at the discretion of the City Council to provide monies to city-wide projects that enhance or benefit the community. The amount of \$1,900,000 will be transferred to the Park Fund from the CIF. This transfer will not be repaid from the Park Fund.
2. Utility Fund: This is borrowed money from the water utility fund and will be repaid from the Park Fund in annual payments according to the Finance Department's recommendation as indicated in the CIP. In 2013, the amount of \$1,246,000 will be transferred to the Park Fund.

Considering these new funding sources, the CIP became more complex, yet because of its flexibility it allows us to accomplish these major worthwhile projects and continue with our other recommended park developments.

The plan elements that follow are to be considered by the Park Board for recommending the 2013-2017 Capital Improvement Plan for Parks to the City Council.

Plan elements:

1. Carry over projects.
  - Aquatore Park Field #1 Relocation project will carry over to 2013 as the wetland mitigation will be determined in the spring. Once determined, bids will be sent out to construct a new lighted ball field. City staff, Park Board and City Council knows this field is necessary as indicated in field usage statistics presented by staff.
  - Legacy Creek Park became a priority project for 2012. However, only three bids were received and all were higher than the estimated amount to develop the park. The average bid was \$164,826 and the estimate was \$87,970. Thus, they were rejected and new bids will be sent out in 2013. The neighborhood was informed of this delay. All costs for park consulting fees, playground equipment, shelter, basketball court materials and park accessories were paid in the amount of \$79,190. Staff is recommending the amount of \$125,000 for 2013 to develop the park in anticipation of increased costs for park development as demonstrated in the first bids.
  - The Lexington Athletic Complex is a new project that began this year with the purchase of 38 acres and the contracting of a park consultant. Development of the park should begin in earnest next year and carry through to 2014.
2. Shifting existing projects, amending projects or removing 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.

- London Park and Happy Acres Park Playgrounds are being removed from the CIP and will be submitted in the Park Maintenance Capital Equipment budget for 2014. This is an effort to reduce the impact on the Park Fund of replacing playground equipment in existing parks.
- The new park West of Harpers Street is recommended to be moved from 2017 to 2015 as preliminary planning of a new development has begun from Capstone Homes.

3. Prioritizing new or proposed projects. New projects come up through staff, board members, council members and residents.

- The Lakeside Commons Park Parking Lot Improvement (1.5 acre) project was scheduled for 2012; however, City Council wanted to continue with the temporary overflow parking lot for another year. It has now been moved to 2013 as the Park Board has indicated this as an asset to the park's function.
- Trail Loop and Open Space Improvements in Aquatore Park project was recommended by the NRCB. The project is described in the November 2012 Park Board agenda item and the NRCB requested a split in the cost between the Park Fund and Open Space Fund. Work will begin in winter 2012 and completed in spring 2013.

Vice Chair Bird commented that the Board has talked significantly about their limited funds, which he believes is a short term issue. He stated that they are a vibrant city. He reviewed that in the future there will be more development and an increased budget.

Commissioner Leathers thanked the Council and the City for helping with the Lexington Complex in a creative way. He stated that he does not value borrowing funds but supports obtaining the last large parcel in the city to meet growing needs. He asked staff about the new revenue projections. He asked if this will increase if the funds go in. Park and Recreation Director Kappelhoff stated that this will not change significantly.

Commissioner Leathers commented that the fund balance is carried over from year to year and his intent is that the year end fund balance exceeds their commitment for repaying the Utility Fund each year. He stated that it is their obligation to make sure they can pay for this debt. He stated that the end of 2015 the fund balance is \$128,000 and the debt service in 2016 is \$195,000. He stated that he takes issue with this. He stated that the 2017 ending balance is \$165,000 leaving \$430,760 owed in payment on the Utility Fund. He explained that this creates a problem to him. He stated that these two years stand out to him. He asked that they set priorities and state them. He suggested servicing the debt first as a priority. He asked for Board input on three items of concern. He commented on the Jim Peterson Athletic Complex building versus the hockey rink and lights at the last meeting. He asked if more importance is being given to constructing the building before the lights are up and why. He asked about Glenn

Meadows Park as it brings the 2017 Fund Balance below the debt service. He commented that this \$175,000 is for a park in a community that is not yet building. He asked about the impact of removing the park from the CIP. He noted that his third issue is the trail loop. He explained that by their decision to remove it as a priority it is coming off the plan. He asked staff about the Jim Peterson Athletic Complex building and whether it is needed for the rink. He asked if the building facility is needed before the lights.

Park and Recreation Director Kappelhoff stated that there is not a building to run programming out of in this area. He stated that they would get additional use of the building beyond the two-and-a-half months the hockey rink is in use. He acknowledged that this is not needed in 2014 and could be delayed.

Commissioner Leathers stated that this area is near a school. He asked if consideration could be given to using that facility. He acknowledged that this creates unique challenges. He commented that a hockey rink is a limited facility and is used by the community.

Commissioner Markle agreed that prioritizing needs should be considered. He stated that Glenn Meadows and the Harpers Street area have development planned for the future, which gives them flexibility. He noted that Legacy Creek Park neighborhood is up to halfway developed which makes it a priority to continue moving forward on. He recommended moving the Glenn Meadows and Harpers Street plans. He stated that the Jim Peterson Athletic Complex items are definitely needed but the timing should be flexible. He supported moving the playgrounds in the CIP so they are completed in a timely way. He suggested moving the items that were mentioned and add them in over the next few years to leave their priorities intact. He supported satisfying their debt and planning for it. He suggested that some items can be moved at a later time. He explained that if they adopt the proposed plan it would not allow for any catastrophic financial events in 2013 or 2014. He suggested that they move conservatively in the plan so they have more cushion for the next few years.

Vice Chair Bird suggested moving the Jim Peterson Athletic Complex building out of the 2013 - 2017 CIP totally and consider it for 2018 or 2019. He commented that this gives them \$250,000. He recommended spending \$20,000 to add a tennis court back into Aurelia Park. He recommended moving the west of Harpers Street Park to 2016. He advised this would cover their balance so they can have good numbers moving forward. He commented that this still allows \$125,000 for Legacy Creek Park, which had been recommended for this year. He noted that this allows for the start of the Lexington Avenue Athletic Complex, which will result in reduced pressure on other parks that are being overused currently. He suggested looking at the impact on the CIP with putting in lights and hockey rinks at Jim Peterson Athletic Park. He suggested removing the

building and bringing in a temporary warming house which would likely cost less than \$250,000.

Commissioner Das asked about the Glenn Meadows and west of Harpers Street Parks. He asked if these are new communities. Park and Recreation Director Kappelhoff confirmed that Glenn Meadows has been in the CIP for a very long time. He commented that it is always at the end of the five year plan. He stated for Harpers Street Park, 2015 sounded reasonable as they are beginning to plat the neighborhood. He stated that the west of Harpers Street Park would be preferred in the CIP and Glenn Meadows Park could be pushed out to 2018.

Commissioner Das asked if the Harpers Street neighborhood has houses already built. He asked if there is an understanding with the builder that they will have a park that they are obligated to. Park and Recreation Director Kappelhoff stated that there are no houses built at this time.

Commissioner Das inquired when construction will begin. Park and Recreation Director Kappelhoff stated that once ground work is completed this year the builder may begin moving forward and some structures will be built in 2014. He agreed this could be moved and considered later.

Commissioner Das stated that they will be reviewing this next year again. He asked if there is an urgent need for the building at Jim Peterson Athletic Complex. Park and Recreation Director Kappelhoff stated that it serves the west side of The Lakes Development. He stated that they donated \$10,000 to North Point Elementary School to increase their park size as it is so close by instead of building their own playground. He explained that the CIP is flexible and the park building can be moved.

Commissioner Langenfeld agreed with comments on the Jim Peterson Athletic Complex building. He stated that considering Aurelia Park for \$45,000 and removing the trail loop improvements the 2013 bottom line would be \$999,965. He reviewed that carrying that on to 2014 and removing the Jim Peterson Athletic Complex building for \$250,000 leave the remaining balance at \$510,000 for 2014. He recommended that everything else be left the same. He reviewed that the 2016 bottom line would be over \$447,000 leaving them in a manageable situation. He stated that his numbers are unaudited.

Vice Chair Bird confirmed what Commissioner Langenfeld suggested for Aurelia Park in 2013. Commissioner Langenfeld stated that it includes one basketball court and two tennis courts for \$45,000 to get started.

Vice Chair Bird asked if he would consider one tennis court and one basketball court. Commissioner Langenfeld agreed as it would be a starting point.

Commissioner Leathers stated that the total cost savings is around \$5,000 to have one of each court versus two tennis courts and one basketball court. He stated that he is not certain this needs to be in the 2013 CIP.

Commissioner Markle stated that for Aurelia Park he did not hear that two courts is a priority over one court. He stated that additional amenities like a loop trail or security lights could be added for the cost savings of not having two tennis courts and a separate basketball court. He suggested a sand volleyball court could be considered in the future. He explained that two tennis courts is not required if they are to be added quickly. He confirmed that Harpers Street Park would not be changed in Commissioner Langenfeld's revised CIP proposal. Commissioner Langenfeld commented that from 2015 on out all line items remain the same in his proposal except for the elimination of the park building.

Commissioner Markle stated that the park building at Jim Peterson Athletic Complex should remain on their radar. He recommended including Aurelia Park in 2014, and to move both Glenn Meadows and Harpers Street Park back a year. He suggested moving the park building to 2017. He stated that this would give a fund balance of \$444,000 at the end of 2017. He explained this would allow them to still service their debt as well as keep some of their priorities in. He stated that additional adjustments will be made in the coming years. He noted that parks can be moved backward or forward in the future.

Vice Chair Bird stated that he would like to see the amenities added back to Aurelia Park next year, at least the tennis court. He suggested moving the \$17,000 for the basketball court to 2014 if necessary. He asked to add at least one of these amenities next year. He asked staff about economies of scale on this. Park and Recreation Director Kappelhoff stated that in holding one of the items off for a year it could become more expensive. He stated that by bidding for both court types together in January the contractors are looking for work and it is a good time to bid.

Commissioner Markle confirmed with staff that the Jim Peterson Athletic Complex building will go up in price over time. Park and Recreation Director Kappelhoff confirmed that it will increase. He agreed that listing it in the CIP for \$300,000 makes sense due to this.

Commissioner Markle asked about adding the Aquatore Park pavilion into the CIP discussion. He stated that this could be considered for 2016 or beyond. Commissioner Langenfeld stated that he understands moving the pavilion in the CIP. He suggested removing this from the CIP at this time and revisiting it in the future as it is a luxury they cannot afford for the next few years.

Vice Chair Bird suggested for 2013, they remove the trail loop and Aquatore Park

improvements but add \$37,000 for the addition of a single tennis court and a basketball court in Aurelia Park. For 2014, remove the Jim Peterson Athletic Park building for \$250,000 but add \$120,000 in for the Aquatore Park pavilion. He reviewed this will leave about \$395,000 moving forward. He suggested leaving the rest of the CIP for now as they will revisit it next year. He stated that ten or eleven months from now this will be discussed again. He reviewed that in 2014 add in \$120,000 for the Aquatore Pavilion and remove the \$250,000 Jim Peterson Athletic Complex building completely from the five year CIP. He recommended putting in its place \$120,000 for the Aquatore Pavilion. He explained that more use would come from the pavilion and the city will earn some revenue from it through rental at half the cost to build it. He confirmed that his proposal included one tennis court and one basketball court in Aurelia. He agreed that for the cost savings they could consider adding security lighting.

Commissioner Das asked what the cost is for two tennis courts only at Aurelia Park. Park and Recreation Director Kappelhoff stated that this would likely cost \$40,000.

Commissioner Das asked about the cost differences with one of each court versus two tennis courts. Park and Recreation Director Kappelhoff confirmed that completing projects together results in a cheaper price. He added that a tennis court is more expensive than a basketball court as there is net assembly and expensive surface paint.

Commissioner Das suggested adding one of each court and then waiting a few years to see how the neighborhood takes care of the amenities. He inquired if a second tennis court could be added a few years later instead of building two together. Park and Recreation Director Kappelhoff agreed that they could be phased in and leave space to add on.

Commissioner Das stated that there is a lot of negative feedback about the basketball court and does not want to see the money lost.

Commissioner Schwarz stated that for Aurelia safety needs to be a concern. He asked that they think more on where the courts will be placed and asked if they will be damaged again. Vice Chair Bird stated that they would lose a third field by moving the tennis courts. He explained that the city already needs more fields. He commented that the basketball court was built inside of the tennis court, which lead to the issue with kids hanging out. He stated that separating the courts will help eliminate this problem.

Commissioner Schwarz asked that they consider the footpath from the school to see if this adds to the trouble at the park. He asked that they look at this further.

Commissioner Markle asked the Board to consider making a recommendation to staff on the CIP budget. He stated that they need to decide whether to budget \$38,000 or \$45,000

for Aurelia Park. He explained that at a later time they can discuss the consideration of the pole and camera.

Commissioner Langenfeld suggested by placing the Aquatore Pavilion in 2014 for \$120,000 they need to aware that the CIP takes care of the entire building and it is paid back over time. He questioned if \$120,000 would be accurate considering this versus \$240,000. He suggested that this would put their budget back where it was before taking the Jim Peterson Athletic Complex building out.

Vice Chair Bird agreed. He questioned if they could leave \$120,000 in the CIP and ask the Blaine Festival Committee to find alternative funding instead of paying the city back over a four to five year time period. Park and Recreation Director Kappelhoff agreed that this could be done. He asked what could be done with that versus the \$25,000 that would be collected back over each of the next five years.

Vice Chair Bird stated that if they commit to the pavilion funding and the Blaine Festival committee cannot come up with their funds it could be pushed out in the CIP or their portion could be increased. He explained that the Committee is throwing away \$10,000 a year now. He stated that if it is in the 2014 CIP it gives the Blaine Festival Committee a year-and-a-half to gather money together.

Commissioner Leathers stated that he is not comfortable with adding \$120,000 in the CIP based on activity from one meeting over one line item. He suggested if they plan to put it in the 2014 CIP they revisit it in 2013 and add it into 2014 at that time. Vice Chair Bird agreed to this.

Commissioner Leathers reviewed what he understands the Board is in agreement on. He reviewed that they have a placeholder of \$38,000 for Aurelia Park. He reviewed that there is agreement that the Jim Peterson Athletic Complex building needs to move out or off the CIP altogether. He reviewed that removing the Aquatore Park trail loop has agreement. He reviewed that Harpers Street Park would be left. He recommended removing Glenn Meadows off to 2018 as a placeholder. He confirmed his suggestion to put a \$38,000 placeholder for Aurelia Park in 2013, move Jim Peterson Athletic Complex Building to 2016, move Glenn Meadows Park to 2018, remove Aquatore Park trail loop completely and revisit the Aquatore Park pavilion in 2013 but removing it from the CIP for more extensive discussion.

Commissioner Langenfeld stated that many items on their list are new items. He reviewed that for Aurelia Park they are replacing what was already there for years. He stated they are quibbling over \$6,000 to \$7,000. He recommended reinstating the park to how it previously was. He added that they would not need to discuss it further then. He requested changing the \$38,000 placeholder to \$45,000. Vice Chair Bird asked how

much the Aurelia tennis courts are used. He added that there is maintenance cost for the courts. He asked if typically one or two courts are together in a park of this size.

Park and Recreation Director Kappelhoff stated there are usually two courts.

Commissioner Leathers offered to make a motion. He stated that he would state the changes to the proposed 2013 - 2017 Five Year CIP.

Motion by Commissioner Leathers to recommend to the City Council to approve the Capital Improvement Plan for 2013-2017 with following amendments: The Jim Peterson Athletic Complex building will be moved from 2014 to 2016, Glenn Meadows Park will be removed from 2017, remove the trail loop from Aquatore Park and add \$45,000 for Aurelia Park tennis and basketball courts in 2013. Motion seconded by Commissioner Langenfeld.

Motion approved unanimously.

#### 4.6 December Park Board Meeting

Park and Recreation Director Kappelhoff explained that the December 25, 2012 Park Board meeting is on a holiday and a motion must be made to cancel the December meeting.

Motion by Commissioner Markle to cancel the December 25, 2012 Park Board meeting. Motion seconded by Commissioner Das.

Motion approved unanimously.

#### 4.7 Other

Park and Recreation Director Kappelhoff stated that he has two items to cover. He explained that skating rinks flooding began yesterday but he has heard it should be 50 degrees on Sunday. He stated that 2012-2013 rink schedule was attached. He reviewed they have four lighted skating rink locations with supervised warming houses at Aurelia Park, Happy Acres Park, Ostman's Park and Quincy Park. He stated that warming houses hours are typically from 4 to 9 p.m., Monday through Thursday, on Friday 4 to 7 p.m., and on weekends from 12 to 7 p.m. He added that they are open on school vacation days from 12 to 9 p.m. and on Fridays 12-7 p.m. He reviewed that on Christmas Eve and Christmas day they are open from 12 to 5 p.m. and on New Year's Eve and day they are open from 12 to 5 pm. He explained that Happy Acres Park will be open until 9 pm on nonholiday Fridays and Saturdays to meet the volume of skaters there. He added that six nonlighted, nonsupervised parks have ice rinks. They do not have warming houses and

are located at Austin Park, Carrera East Park, Deacons East Park, Ivy Hills Park, Xylite park, Quail Creek Park. He noted that rinks will close if the temperature reaches -10 degrees or -10 below windchill. They are tentatively scheduled to open December 22. He confirmed this information is online and in the newsletter.

Park and Recreation Director Kappelhoff stated that in a week there the Winter Holiday Celebration from 6:30 to 8:00 p.m. It is the 11<sup>th</sup> annual celebration. He invited the community to this free family event. He reviewed there will be hay rides, campfire with marshmallow roast, coloring contests, games and activities and Santa Claus.

Commissioner Leathers requested that the finalized CIP with carry balance updates be sent out by email from staff to Boardmembers.

Vice Chair Bird wished Chair Walthour well as he is under the weather. He wished everyone a happy and safe holiday.

## **5. Adjournment**

Commissioner Markle motioned to adjourn. Commissioner Schwarz seconded the motion. Motion approved unanimously.

Vice Chair Bird adjourned the meeting at 9:40 p.m.

Respectfully submitted,

Beth Bostrom  
*TimeSaver Off Site Secretarial, Inc.*

By motion, approve the November 27, 2012 Park Board minutes.