



City of Blaine

Park Advisory Board

March 26, 2024 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

Park Board Members: Chair Jeff Lester, Chris Ford, Tonya Lizakowski, Hellen Keraka, Amanda Neubert, Kristofer Paulseth, Amanda Van Buren

The purpose of the park board is to provide a high quality of life for the city's residents through protection of its natural resources, its scenic, historical and aesthetic values, and by development of compatible facilities for public enjoyment. One of the board's functions as an advisory body is to hold public meetings and make recommendations to the city council. For each item, the board will receive reports prepared by city staff, provide the opportunity for public response, conduct board discussions and make recommendations. The city council, however, makes all final decisions on these matters.

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes**
 - 3.1. 2024-793 Approval of the January 23, 2024 Park Board meeting minutes
Sponsors: Jerome Krieger, Sr. Recreation Manager
4. **Open Forum for Citizen Input**
5. **New Business**
 - 5.1. 2024-794 Capital Improvement Fund Budget
Sponsors: Jerome Krieger, Sr. Recreation Manager
 - 5.2. 2024-797 Sunrise Pond Park
Sponsors: Jerome Krieger, Sr. Recreation Manager
 - 5.3. 2024-795 Suzanne Park Playground Equipment
Sponsors: Jerome Krieger, Sr. Recreation Manager
 - 5.4. 2024-796 Park Updates

Sponsors: Jerome Krieger, Sr. Recreation Manager

5.5. 2024-798

Other

Sponsors: Jerome Krieger, Sr. Recreation Manager

6. Adjournment



City of Blaine

Park Advisory Board

January 23, 2024 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

1. Call to Order

The Blaine Park Advisory Board met in the Council Chambers of City Hall on Tuesday, January 23, 2024. Chair Lester called the meeting to order at 7:00PM.

2. Roll Call

Members Present: Boardmembers Ford, Lizakowski (arrived at 7:03PM), Neubert, and Chair Lester.

Members Absent: Boardmembers Keraka, Paulseth and VanBuren.

Staff Present: Jerome Krieger, Senior Parks and Recreation Manager.

Guest: None.

3. Proclamation

- 3.1.** 2024-43 Proclamation for Nicholas Mulder
Sponsors: Jerome Krieger, Sr. Recreation Manager

Chair Lester read a proclamation in full for the record recognizing Eagle Scout Nicholas Mulder for his planning, design and assembling of three new ADA-accessible raised garden beds at city hall.

Nicholas Mulder thanked the Park Board for this proclamation. He thanked Nate and Jerome for all of their support throughout the planning of the raised garden beds. He also thanked the city of Blaine for the sidewalk access and soil for the garden beds. Lastly, he thanked his family and all of the volunteers that helped to make this project possible.

The Park Board offered Eagle Scout Mulder a round of applause and thanked him for his service to the community.

4. Approval of Minutes

- 4.1.** 2024-42 Approval of the November 28, 2023 Park Board meeting minutes.
Sponsors: Jerome Krieger, Sr. Recreation Manager

Motion by Boardmember Ford to approve the minutes of November 28, 2023 as amended. Motion seconded by Boardmember Neubert. Motion approved unanimously.

5. Open Forum for Citizen Input

Chair Lester opened the Open Forum at 7:08PM.

No one appeared to address the Board.

Chair Lester closed Open Forum at 7:08PM.

6. New Business

- 6.1.** 2024-44 Parks and Recreation Projects for 2024
Sponsors: Jerome Krieger, Sr. Recreation Manager

Senior Parks and Recreation Manager Krieger discussed with the park board the upcoming park projects being planned for 2024 along with the funding. Those projects were as follows:

- Colony Preserve playground equipment
- Lakeside Park playground equipment
- West Lake Park playground equipment
- Suzanne Park playground equipment
- Jim Peterson Park hockey rink
- Lexington Athletic Complex hockey rinks and lighting
- Blaine Baseball Complex field 1 backstop
- London Park Shelter
- Pioneer Park Shelter
- Sunrise Pond Park turf establishment, courts and lighting
- Carrara East court painting
- Trail maintenance (various parks)
- Trail development - LAC to 122nd Avenue NE

Chair Lester stated he appreciated the fact the city was setting aside funds on a yearly basis for trail maintenance.

- 6.2.** 2024-49 Park Updates
Sponsors: Jerome Krieger, Sr. Recreation Manager

Mr. Krieger provided the Board with an update on the following matters:

- Breakfast with Santa was held on December 9 and December 16
- Senior Birthday and New Years Party - 180 to 190 seniors attended this event
- Mary Ann Young Center Rentals for 2023 - Rentals at MAYC and the city's outdoor shelters for special events were on the rise
- Shelter Rentals for 2023
- Skating Rinks - Rinks opened last week
- Solar Lights
- Aquatore Bandshell - Staff provided an update on the progress that has been made on the bandshell and reported construction was on schedule. He described the overages that have occurred on this project and noted the budget for this project would have to be amended.

Motion by Boardmember Lizakowski to recommend the City Council increase the overall project contingency for the Aquatore Bandshell by an additional five percent (5%). Motion seconded by Boardmember Ford. Motion approved unanimously.

Chair Lester asked if volunteers were needed at MAYC for luncheons and special events. Mr. Krieger stated volunteers were always welcome at MAYC. He discussed how popular the luncheons and special events have become at MAYC.

7. Adjournment

Boardmember Neubert motioned to adjourn. Boardmember Lizakowski seconded the motion. Motion approved unanimously.

Chair Lester adjourned the meeting at 7:47PM.



City of Blaine Staff Report

File Number: 2024-794

Agenda Date	Status
March 26, 2024	
In Control	File Type
Park Advisory Board	Report

New Business -

Agenda Item # 5.1

Capital Improvement Fund Budget

Background

Staff will discuss the year-end balance of the Parks Development Fund with the board.

Recommendation

Attachment List

1. Parks Development Fund Balance as of 2023



Trial Balance Listing

Through 12/31/23

Detail Listing

Exclude Rollup Account

Account	Account Description	Balance Forward	MTD Debits	MTD Credits	Ending Balance	Prior Year MTD Balance
Fund 404 - Parks Development Fund						
ASSETS						
<i>Cash & Equivalents</i>						
1000	Cash	(385,260.76)	110,714.00	2,987,545.25	(3,262,092.01)	.00
1040	Investments	5,927,663.27	287,511.70	93,173.42	6,122,001.55	5,801,795.58
	<i>Cash & Equivalents Totals</i>	\$5,542,402.51	\$398,225.70	\$3,080,718.67	\$2,859,909.54	\$5,801,795.58
<i>Accounts Receivable</i>						
1145	Accrued Interest Receivable	8,230.50	15,769.67	8,230.50	15,769.67	6,180.48
	<i>Accounts Receivable Totals</i>	\$8,230.50	\$15,769.67	\$8,230.50	\$15,769.67	\$6,180.48
	ASSETS TOTALS	\$5,550,633.01	\$413,995.37	\$3,088,949.17	\$2,875,679.21	\$5,807,976.06
LIABILITIES AND FUND EQUITY						
LIABILITIES						
<i>Accounts Payable</i>						
2000	Accounts Payable	.00	44,549.75	232,559.00	(188,009.25)	(17,582.88)
	<i>Accounts Payable Totals</i>	\$0.00	\$44,549.75	\$232,559.00	(\$188,009.25)	(\$17,582.88)
<i>Contracts Payable</i>						
2200	Contracts Payable	.00	.00	.00	.00	(37,116.21)
	<i>Contracts Payable Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	(\$37,116.21)
	LIABILITIES TOTALS	\$0.00	\$44,549.75	\$232,559.00	(\$188,009.25)	(\$54,699.09)
FUND EQUITY						
<i>Fund Balance - Unassigned</i>						
2900	Fund Balance - Unassigned	(5,753,276.97)	.00	.00	(5,753,276.97)	(5,753,276.97)
	<i>Fund Balance - Unassigned Totals</i>	(\$5,753,276.97)	\$0.00	\$0.00	(\$5,753,276.97)	(\$5,753,276.97)
	FUND EQUITY TOTALS	(\$5,753,276.97)	\$0.00	\$0.00	(\$5,753,276.97)	(\$5,753,276.97)
	LIABILITIES AND FUND EQUITY TOTALS	(\$5,753,276.97)	\$44,549.75	\$232,559.00	(\$5,941,286.22)	(\$5,807,976.06)
REVENUES						
<i>Investment Earnings</i>						
3710	Investment Income	(93,101.71)	101,403.92	117,056.61	(108,754.40)	(36,814.82)
3730	Change in Fair Value	.00	.00	186,224.76	(186,224.76)	337,114.50
	<i>Investment Earnings Totals</i>	(\$93,101.71)	\$101,403.92	\$303,281.37	(\$294,979.16)	\$300,299.68
Department 60 - Recreation						
Division 600 - Recreation						
Sub Division 602 - Park Facilities						
<i>Miscellaneous Revenues</i>						
3802	Park Dedication Fees	(711,155.60)	.00	110,714.00	(821,869.60)	(2,607,568.50)
	<i>Miscellaneous Revenues Totals</i>	(\$711,155.60)	\$0.00	\$110,714.00	(\$821,869.60)	(\$2,607,568.50)
	Sub Division 602 - Park Facilities Totals	(\$711,155.60)	\$0.00	\$110,714.00	(\$821,869.60)	(\$2,607,568.50)
	Division 600 - Recreation Totals	(\$711,155.60)	\$0.00	\$110,714.00	(\$821,869.60)	(\$2,607,568.50)
	Department 60 - Recreation Totals	(\$711,155.60)	\$0.00	\$110,714.00	(\$821,869.60)	(\$2,607,568.50)
	REVENUES TOTALS	(\$804,257.31)	\$101,403.92	\$413,995.37	(\$1,116,848.76)	(\$2,307,268.82)



City of Blaine Staff Report

File Number: 2024-797

Agenda Date	Status
March 26, 2024	
In Control	File Type
Park Advisory Board	Motion

New Business -

Agenda Item # 5.2

Sunrise Pond Park

Background

Staff will present phase two of the Sunrise Pond park with basketball and pickleball courts.

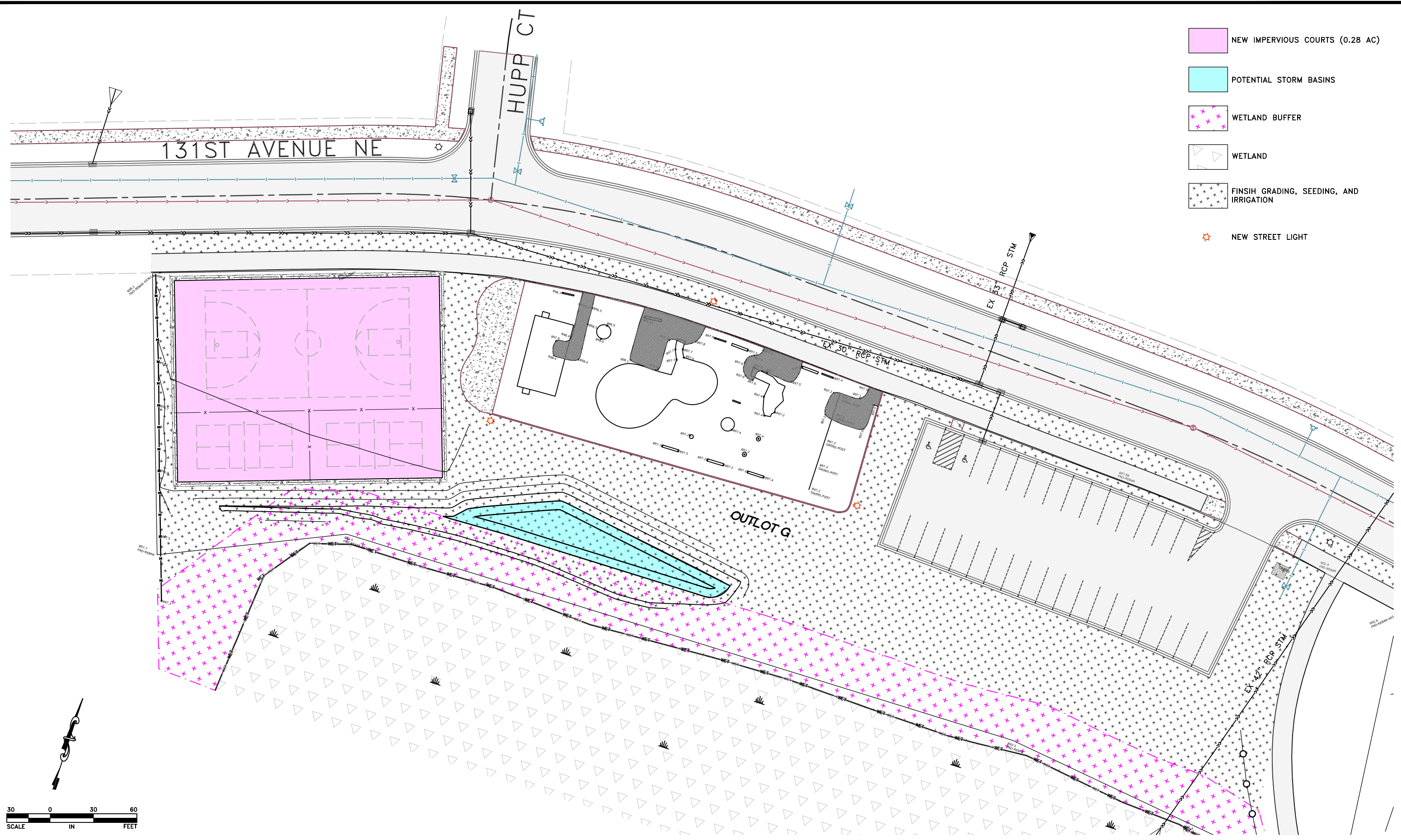
Recommendation

Give staff feedback on the design of the courts for the park.

Attachment List

1. Sunrise Courts-Overall Exh 3-21-24

Mar 21, 2024 - 3:58pm
H:\Team\GIS\Public Projects\2024 Project List\24-41 Sunrise Pond Park_Courts\AUTOCAD\Sunrise Pond_courts Courts Base - Copy.dwg



ENGINEERING DEPARTMENT
10801 Town Square Drive, Blaine, Minnesota 55449
Phone (763) 785-6172

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.
Date 3/XX/24 Reg. No. 45850

DATE

REVISION

PROJECT NO.
DESIGN BY: BML
CHECKED BY:
AS BUILT BY:
DRAWN BY: BML
APPROVED BY:

SITE LAYOUT (PRELIMINARY)
CITY PROJ. NO. 24-41
SUNRISE POND PARK - COURTS AND IRRIGATION
SHEET NO. 4 OF 1 SHEETS
Page 9 of 15



City of Blaine Staff Report

File Number: 2024-795

Agenda Date	Status
March 26, 2024	
In Control	File Type
Park Advisory Board	Motion

New Business -

Agenda Item # 5.3

Suzanne Park Playground Equipment

Background

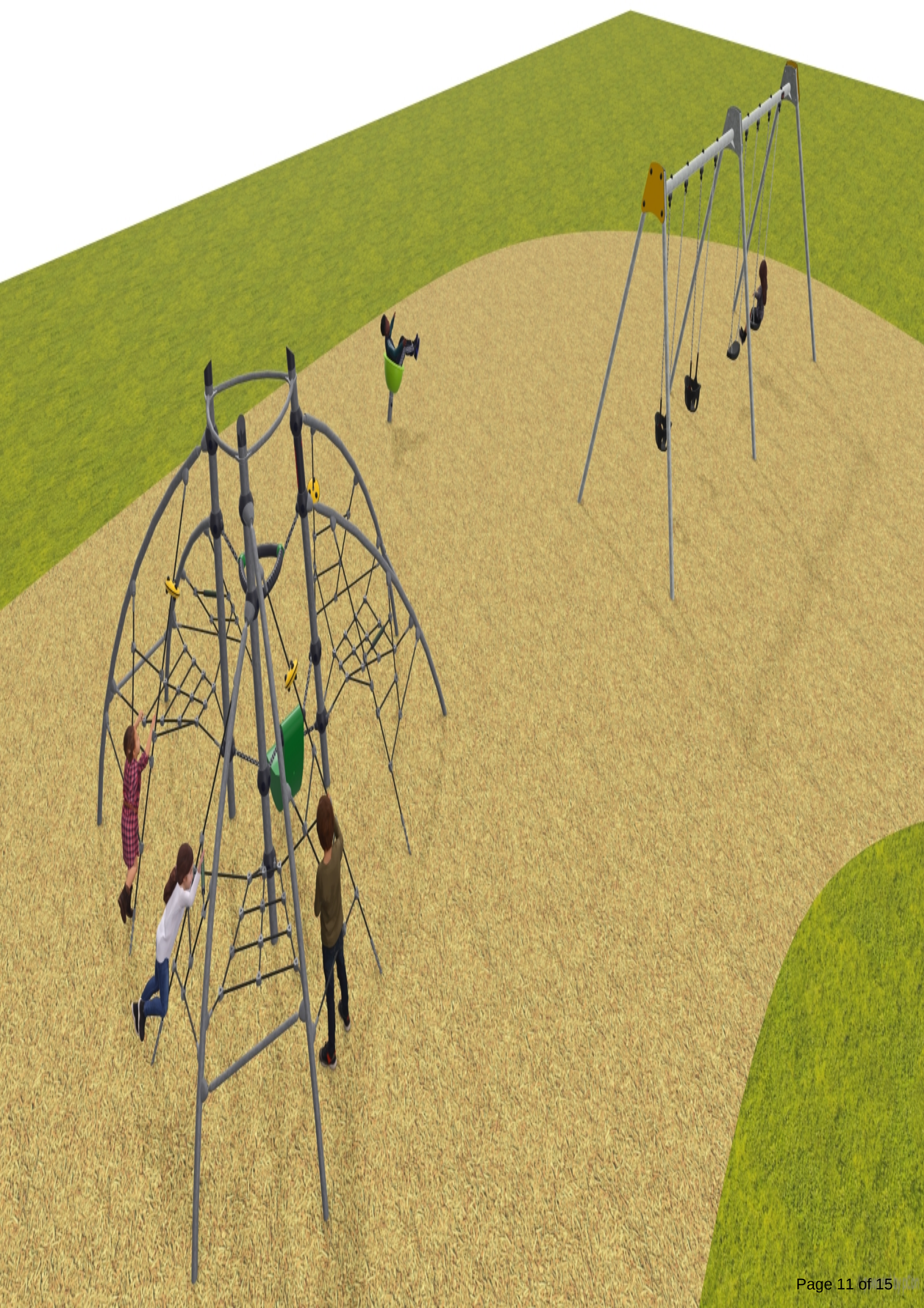
Staff will discuss new playground equipment for Suzanne Park with the Park Board.

Recommendation

Give feedback on this design for the Suzanne Park playground equipment.

Attachment List

1. screenshot - 2024-02-27T155731.596
2. Sales_Proposal_SP133470 (1)



Sales Proposal

City of Blaine
Jerome Krieger
10801 Town Square Dr NE
Minneapolis, MN 55449

Quote No. SP133470-1
Customer No. C127812
Document Date 02/27/2024
Expiration Date 04/27/2024

Sales Representative John Engfer
Email JohEng@Kompan.com

Project Name US300997 City of Blaine- Suzanne Park

No.	Description	Qty Unit	Unit Price	Discount %	Net Price
<u>GXY939010-3717</u>	Regulus - Night Sky Blue In-ground 90cm 	1 Pieces	30,280.00	40.00	18,168.00
<u>KSW934-CUSTOM</u>	Custom - Swing Frame , 4 Seat, 8 ft H, Steel 20259467 	1 Pieces	5,920.00	15.00	5,032.00
<u>ELE400024-3717LG</u>	Spinner Bowl - Lime Green, Red, or Yellow In-ground 90cm 	1 Pieces	1,390.00	100.00	
INSTALLATION SERV	Installation of Products, New EWF and Fabric, Dumpster	1 Pieces	22,166.00		22,166.00
FREIGHT	Freight	1 Pieces	4,634.00		4,634.00

Description	Qty	Retail Price	Discount	Net Price
No. of Products	3			
Subtotal - Products		37,590.00	14,390.00	23,200.00
Subtotal - Installation		22,166.00		22,166.00
Subtotal - Freight		4,634.00		4,634.00
Total USD				50,000.00

Payment Terms 50% Prepayment , 50% Net 30 days

Sales Proposal

City of Blaine
Jerome Krieger
10801 Town Square Dr NE
Minneapolis, MN 55449

Quote No. SP133470-1
Customer No. C127812
Document Date 02/27/2024
Expiration Date 04/27/2024

Sales Representative John Engfer
Email JohEng@Kompan.com

Project Name US300997 City of Blaine- Suzanne Park

Note that the color and texture of products and surfacing made with recycled content are subjected by the differences from the used recycled raw materials. Therefore, minor differences in the appearance and texture can occur.

Applicable sales tax will be added unless a valid tax exemption certificate is provided. This amount is only an estimate of your tax liability.

Your acceptance of this proposal constitutes a valid order request and includes acceptance of terms and conditions contained within this Master Agreement, which is hereby acknowledged.

Acceptance of this proposal from KOMPAN is acknowledged by issuance of an order confirmation by an authorized KOMPAN representative.

Prices in this quotation are good until expiration date, shown in the top of this document. After that date, this proposal may be withdrawn.

KOMPAN Products are "Buy American" qualified, and compliant with the Buy American Act of 1933 and the "Buy American" provision of ARRA of 2009.

Prevailing Wage and Payment & Performance Bonds are not included unless stated in body of Sales Proposal. If Payment & Performance Bonds are needed, add 2.2% of the entire sales proposal.

KOMPAN Authorized Signature:

Accepted By (signature): _____

Accepted By (please print): _____

Date: _____



City of Blaine Staff Report

File Number: 2024-796

Agenda Date

March 26, 2024

Status

In Control

Park Advisory Board

File Type

Report

New Business -

Agenda Item # 5.4

Park Updates

Background

Park Updates

- Mary Ann Young Center Liver and Onions luncheon
- Senior Safety and Wellness Fair at SBM Fire Station #3
- Mary Ann Young Center March Madness
- Income Tax Assistance
- Bids for Lexington Athletic Complex rink project
- Colony Preserve Park
- Aquatore Bandshell
- Summer Brochure

Recommendation

Informational

Attachment List

None



City of Blaine Staff Report

File Number: 2024-798

Agenda Date	Status
March 26, 2024	
In Control	File Type
Park Advisory Board	Report

New Business -

Agenda Item # 5.5

Other

Background

Thanks to Hellen Keraka and Amanda Van Buren for serving as a member of the Park Board.

Recommendation

Attachment List

None