



City of Blaine

Park Advisory Board

January 28, 2025 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

Park Board Members: Chair Jeff Lester, Chris Ford, Chad Henderson, Tonya Lizakowski, 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. 2025-32 Approval of the November 26, 2024 Park Board meeting minutes.
Sponsors: Nate Monahan, Recreation Manager
4. **Open Forum for Citizen Input**
5. **New Business**
 - 5.1. 2025-33 Parks and Recreation Projects for 2025
Sponsors: Nate Monahan, Recreation Manager
 - 5.2. 2025-34 Park Updates
Sponsors: Nate Monahan, Recreation Manager
6. **Adjournment**



City of Blaine

Park Advisory Board

November 26, 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, November 26, 2024. Chair Lester called the meeting to order at 7:00PM.

2. Roll Call

Members Present: Boardmembers Ford, Henderson, Lizakowski, Neubert, Paulseth, and Chair Lester.

Members Absent: Boardmember VanBuren.

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

Guest: None.

3. Approval of Minutes

- 3.1. 2024-558 Approval of the October 22, 2024 Park Advisory Board minutes
Sponsors: Jerome Krieger, Sr. Recreation Manager

Motion by Boardmember Ford to approve the minutes of October 22, 2024 as presented. Motion seconded by Boardmember Neubert. Motion approved unanimously.

4. Open Forum for Citizen Input

Chair Lester opened the Open Forum at 7:03PM.

No one appeared to address the Board.

Chair Lester closed Open Forum at 7:03PM.

5. New Business

- 5.1.** 2024-559 Eagle Scout Proclamation for Kai Johnson
Sponsors: Jerome Krieger, Sr. Recreation Manager

Senior Recreation Manager Krieger introduced Eagle Scout Kai Johnson to the Park Board noting he completed an Eagle Scout project of adding benches to the Blaine Wetland Sanctuary boardwalk.

Kai Johnson stated he enjoyed completing this project and being able to give back to the community. He anticipated the benches he built would be in place for the next 30 years.

Chair Lester read a proclamation in full for the record recognizing Kai Johnson for his Eagle Scout project in the Blaine Wetland Sanctuary and thanked him for his contribution to the community. A round of applause was offered by all in attendance.

- 5.2.** 2024-560 Austin Park Playground Equipment
Sponsors: Jerome Krieger, Sr. Recreation Manager

Mr. Krieger requested feedback from the Board on the revised equipment and color options to make a final recommendation to the city council in January for the Austin Park Playground equipment.

Motion by Boardmember Neubert to recommend the City Council move forward with the BI color palette for the Austin Park Playground equipment. Motion seconded by Boardmember Paulseth. Motion approved unanimously.

- 5.3.** 2024-561 Olympia Park Playground Equipment and Court
Sponsors: Jerome Krieger, Sr. Recreation Manager

Mr. Krieger requested feedback from the Board on the revised equipment, court, and color options to make a final recommendation to the city council in January for the Olympia Park playground equipment.

Motion by Boardmember Ford to recommend the City Council move forward with the BJ color palette for the Olympia Park Playground equipment. Motion seconded by Boardmember Neubert. Motion approved unanimously.

- 5.4.** 2024-562 Ivy Hills Park Playground Equipment
Sponsors: Jerome Krieger, Sr. Recreation Manager

Mr. Krieger requested feedback from the Board on the revised equipment, court, and color options to make a final recommendation to the city council in January for the Ivy Hills Park

playground equipment.

Motion by Boardmember Lizakowski to recommend the City Council move forward with the BK color palette for the Ivy Hills Park Playground equipment. Motion seconded by Boardmember Ford. Motion approved unanimously.

5.5. 2024-563 Park Updates

Sponsors: Jerome Krieger, Sr. Recreation Manager

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

Mary Ann Young Center - The City hosted two Thanksgiving lunches at MAYC last Wednesday and Thursday for 350 seniors in the community, which was a record number. He thanked his staff members and all of the volunteers that made this event possible. He stated he received many complements, noting the seniors in the community were extremely grateful for this event.

Outdoor Skating Rinks - The boards were now in place for the outdoor rink at Jim Peterson Park. It was noted portable lighting would be brought in for the rink. Staff indicated the Lexington Athletic Complex would have three outdoor rinks this winter.

Winter Celebration - The Winter Celebration event would be held on Sunday, December 1 from 4:00 p.m. to 6:30 p.m.

Mingle & Jingle Craft Fair - The Mingle and Jingle Craft Fair would be held at City Hall on Saturday, December 7.

Winter/Spring Brochure - Staff reported the winter/spring park and recreation brochure would be sent out the first week of December.

2025 Rentals for Shelters and Bandshell - Staff would begin taking rentals for the bandshells and shelters on January 2, 2025.

Outgoing Park Board Member - Staff congratulated Chris Ford for being elected to the City Council and thanked him for all of his contributions to the Park Board.

6. Adjournment

Boardmember Ford motioned to adjourn. Boardmember Paulseth seconded the motion. Motion approved unanimously.

Chair Lester adjourned the meeting at 7:37PM.



City of Blaine Staff Report

File Number: 2025-33

Agenda Date	Status
January 28, 2025	
In Control	File Type
Park Advisory Board	Report

New Business -

Agenda Item # 5.1

Parks and Recreation Projects for 2025

Background

Staff will discuss with the park board the upcoming park projects for 2025 along with the funding.

- Austin playground equipment
- Ivy Hills Park playground equipment
- Olympia Park playground equipment and sport court
- Jim Peterson Park asphalt for the rink
- Jim Peterson Warming House
- Blaine Baseball Complex field #5 lights
- Sunrise Pond Park turf establishment, courts, and lighting
- Trail maintenance (various parks)

Recommendation

Informational

Attachment List

1. Fund Summaries - Park Improvement and Development



City of Blaine, Minnesota
Neighborhood Park Improvement Fund - 402
Summary of Revenues, Expenditures, and Change in Fund Balance
2025-2029 Capital Improvement Plan - As of December 16, 2024

	2023 Actual	2024 Budget	2025 Budget	2026 CIP	2027 CIP	2028 CIP	2029 CIP
Operating Revenues							
Property Tax Levy	\$ 494,914	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Billboard Revenue	182,936	183,000	193,000	199,000	205,000	211,000	217,000
Investment Earnings	7,843	-	5,000	5,000	5,000	5,000	5,000
Total Revenues	685,693	183,000	698,000	704,000	710,000	716,000	722,000
Capital Outlay							
Trail Maintenance	92,797	265,000	350,000	350,000	350,000	350,000	350,000
Carrara East Court Improvements	122,237	-	-	-	-	-	-
Xylite Park Playground	111,963	-	-	-	-	-	-
Sunnyside Park Playground	109,972	-	-	-	-	-	-
Court Replacements	102,182	-	-	-	-	-	-
Oak Creek Park Playground	55,107	-	-	-	-	-	-
Palmer Park Playground	55,000	-	-	-	-	-	-
Blaine Baseball Building Improvements	35,249	-	-	-	-	-	-
Lakeside Park Sport Court	15,450	-	-	-	-	-	-
West Lake Park Playground	-	120,000	-	-	-	-	-
Lakeside Park Playground	-	95,000	-	-	-	-	-
Colony Preserve Park Playground	-	60,000	-	-	-	-	-
London Park Shelter	-	50,000	-	-	-	-	-
Pioneer Park Shelter	-	50,000	-	-	-	-	-
Suzanne Park Playground	-	50,000	-	-	-	-	-
Ivy Hills Park Playground	-	-	115,000	-	-	-	-
Austin Park Playground	-	-	100,000	-	-	-	-
Olympia Park Playground	-	-	100,000	-	-	-	-
Jefferson Park Playground	-	-	-	115,000	-	-	-
Sanctuary South Park Playground	-	-	-	100,000	-	-	-
Little League Playground	-	-	-	60,000	-	-	-
Sanctuary North Park Playground	-	-	-	-	125,000	-	-
Trees Edge Park Playground	-	-	-	-	100,000	-	-
Various parks - Fencing and Backstops	-	-	-	-	75,000	-	40,000
Happy Acres Park Shelter	-	-	-	-	50,000	-	-
Kane Meadows Park Shelter	-	-	-	-	35,000	-	-
Lakeside Commons Park Playground	-	-	-	-	-	150,000	-
Ostmans Park Playground	-	-	-	-	-	110,000	-
Fillmore Playground	-	-	-	-	-	70,000	-
South Lake Playground	-	-	-	-	-	70,000	-
Eastside Park Playground	-	-	-	-	-	-	100,000
Lochness Park Shelter	-	-	-	-	-	-	100,000
Aurelia Park Shelter	-	-	-	-	-	-	50,000
Ostman's Park Shelter	-	-	-	-	-	-	50,000
Quincy Park Shelter	-	-	-	-	-	-	50,000
Total Capital Outlay	699,957	690,000	665,000	625,000	735,000	750,000	740,000
Revenues Over (Under) Expenditures	(14,264)	(507,000)	33,000	79,000	(25,000)	(34,000)	(18,000)
Other Financing Sources (Uses)							
Transfers In from Strategic Priorities	-	500,000	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	-	500,000	-	-	-	-	-
Net Change in Fund Balance	(14,264)	(7,000)	33,000	79,000	(25,000)	(34,000)	(18,000)
Fund Balance, January 1	267,542	253,278	246,278	279,278	358,278	333,278	299,278
Fund Balance, December 31	253,278	246,278	279,278	358,278	333,278	299,278	281,278
Cash Balance, December 31	\$ 347,207	\$ 340,207	\$ 373,207	\$ 452,207	\$ 427,207	\$ 393,207	\$ 375,207

City of Blaine, Minnesota
Park Development Fund - 404
Summary of Revenues, Expenditures, and Change in Fund Balance
2025-2029 Capital Improvement Plan - As of December 16, 2024

	2023 Actual	2024 Budget	2025 Budget	2026 CIP	2027 CIP	2028 CIP	2029 CIP
Operating Revenues							
Park Dedication Fees	\$ 821,870	\$ 1,021,662	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
Investment Earnings	294,978	-	35,000	35,000	35,000	35,000	35,000
Total Revenues	1,116,848	1,021,662	785,000	785,000	785,000	785,000	785,000
Capital Outlay							
Sunrise Pond	868,503	-	-	-	-	-	-
Jim Peterson Park	202,029	-	-	-	-	-	-
Happy Acres Parking Lot	89,708	-	-	-	-	-	-
Lakeside Commons	48,150	-	-	-	-	-	-
Aquatore Park Shelters	24,424	-	-	-	-	-	-
Lexington Athletic Complex	16,852	-	-	-	-	-	-
Trail Pavement Assessment	11,086	-	-	-	-	-	-
Lexington Ave Monument Signage	2,600	-	-	-	-	-	-
Jim Peterson Field and Hockey Lighting	-	475,000	-	-	-	-	-
Sunrise Ponds Park	-	175,000	-	-	-	-	-
Jim Peterson Hockey Rink	-	150,000	-	-	-	-	-
Baseball Complex Site Improvements	-	150,000	400,000	100,000	-	-	-
Jim Peterson Parking Lot Expansion	-	-	-	174,950	-	-	-
New Park West of Lexington/North of Main	-	-	-	75,000	925,000	-	-
Jim Peterson Wheel Park	-	-	-	-	50,000	375,000	-
Total Capital Outlay	1,263,352	950,000	400,000	349,950	975,000	375,000	-
Revenues Over (Under) Expenditures	(146,504)	71,662	385,000	435,050	(190,000)	410,000	785,000
Other Financing Sources (Uses)							
Transfers In	-	-	-	-	-	-	-
Transfers Out to Bandshell Fund	(2,932,950)	-	-	-	-	-	-
Total Other Financing Sources (Uses)	(2,932,950)	-	-	-	-	-	-
Net Change in Fund Balance	(3,079,454)	71,662	385,000	435,050	(190,000)	410,000	785,000
Fund Balance, January 1	5,753,277	2,673,823	2,745,485	3,130,485	3,565,535	3,375,535	3,785,535
Fund Balance, December 31	2,673,823	2,745,485	3,130,485	3,565,535	3,375,535	3,785,535	4,570,535
Cash Balance, December 31	\$ 2,126,812	\$ 2,198,474	\$ 2,583,474	\$ 3,018,524	\$ 2,828,524	\$ 3,238,524	\$ 4,023,524



City of Blaine Staff Report

File Number: 2025-34

Agenda Date	Status
January 28, 2025	
In Control	File Type
Park Advisory Board	Report

New Business -

Agenda Item # 5.2

Park Updates

Background

Park Updates

- Breakfast with Santa
- Senior Birthday and New Years Party
- Mary Ann Young Center Rentals for 2024
- Outdoor Link at Airport Park
- Shelter Rentals for 2024
- Skating Rinks
- Snow Day
- Hired consultant for Blaine Wetland Sanctuary Boardwalk

Recommendation

Informational

Attachment List

None