

Maple Grove Parks and Recreation Board

Regular Meeting

December 15, 2022

Regular Meeting	The Regular Meeting was called to order by Chair, Bill Lewis at 7:00 p.m.
Board Members Present	Present in the Chambers were Chair Bill Lewis, Vice Chair John Ferm, Board Members Ken Helvey, Deb Syhre, Kelly Cunningham, and Andy Mielke.
Board Members Absent	Board Member absent was: Board Member Debbie Coss.
Also Present	Also present in the Chambers were: Council Representative Leith; Chuck Stifter, Director; Ben Jaszewski, Parks and Planning Superintendent; Aimee Peterson, Recreation Superintendent; and Angie Dehn, Community Center Manager.
Approval of Agenda	Chair Lewis called for any changes to the agenda. Director Stifter replied there are none. Motion made by Vice Chair Ferm, seconded by Board Member Helvey to approve the agenda for the December 15, 2022 meeting as presented. Upon call for the question, on a voice vote, there were six ayes and no nays. Motion carried.
Public Comment	No requests were received.
Special Business	No items presented.
Board Member Reports	Vice Chair Ferm reported he received a photograph of the Gleason Fields from a drone and thanked staff for passing this along. Board Member Helvey requested staff share the photograph with the entire Park Board.

Staff Reports

Director's Report: Director Stifter reported a staff appreciation breakfast was held last week to honor all city employees. He noted two department staff service awards were presented, the first to Aimee Peterson for her five years of service and the second to Lisa Gedker for her 25 years of service to the community. Also recognized for the service were Councilmember Leith and Councilmember Jaeger.

Director Stifter provided the Board with an update on the Old Village Hall. He explained the damage to the property was significant, but was insured, and is salvagable. He requested the Board consider possible solutions for the future of the historic facility. He reviewed four options for consideration by the Board. Each option provides a varying level of service to the community noting a varying level of investment from the city. He recognized that with the loss of the two Old Village Hall restrooms, may impact how restrooms are addressed at the new pickleball facility. He asked for comments, reactions, and feedback from the Board on this matter.

Board Member Cunningham stated she did not believe the building should be restored to its original condition, but rather should be reconstructed as a one level space for meetings with restrooms. Director Stifter stated Option B would allow the city to invest in something different than what was already there. He reiterated that the pickleball complex would have restroom facilities.

Board Member Helvey indicated he would struggle providing direction on how to proceed without knowing the cost of each option. He stated he did not agree with putting the building back up in the same historical manner. He reported he was not opposed to a new building for the historical society, or for some other park structure. He reiterated until the Board had a better understanding of the costs, it would be hard to move forward.

Board Member Syhre commented this was a very nice large space that could be improved upon and the historical value could be expanded upon. She anticipated this space could be used for park programming if rebuilt or renovated.

Board Member Mielke stated it was hard to determine how the city should move forward without knowing the costs. He indicated he would like to see a needs assessment to better understand if there were any gaps in the parks programming. In addition, the Board had to take into consideration how the renovated Community Center would impact park programming. He explained he appreciated the historical architecture of this building, but was uncertain if it was the best use of taxpayer dollars to rebuild this building to its former state.

Vice Chair Ferm commented he had mixed emotions regarding this facility. He stated he did some investigating regarding the history of this building. He noted his initial reaction was to select Option D, which was to tear the building down and use the proceeds to expand the restroom facilities at the park. He reported he was questioning the historical value of this structure and was uncertain what that value was. He understood the structure was built in 1939 and was the Village Hall, but noted this may not be the ideal location for a meeting room or standalone facility for park programming. He stated if the facility were rebuilt, it would have to be upgraded to meet all new building codes.

Board Member Cunningham indicated she would like to receive input and thoughts from the community regarding the future of this facility.

Chair Lewis explained over the past few years this structure has proven it was not a key facility for the Park Board to utilize for rentals or activities. He reported there was a collaborative need to better understand how this facility could be better utilized by the parks department, outside entities, and the historical society.

Parks and Planning Superintendent's Report: Ben Jaszewski shared an aerial image of Gleason Fields construction that was taken in November. He explained the two dugouts and retaining walls were now complete at Field 1 and 2. He indicated the maintenance building was also being worked on. He stated as of December 10, the project was 65% complete.

He noted with the winter weather, work on the project would slow until April then would ramp back up with the warmer weather. He briefly reviewed the project expenditures to date and acknowledged a list of items that still have to be purchased for the project this spring.

Mr. Jaszewski stated staff was planning to open the outdoor rinks next week.

Recreation Superintendent's Report: Aimee Peterson thanked Crystal Anderson for securing a \$3,000 grant from the Walmart Foundation which would assist with sponsoring the E-sports program.

Ms. Peterson explained Central Park has been very busy this year. She stated 4,938 skates have been rented through December 14 compared to 4,085 last year. She indicated the city had created new revenue streams by offering skate sharpening and skate assist rentals.

Ms. Peterson reported the sports dome was open. She reviewed the open dome dates, which were December 7, 14, 21, 26, 27, 28, and 29 from 5:30 to 9:00 p.m. The cost for open dome time was \$5 per person. She noted a tot time was being offered at the dome on December 26, 27, 28, and 29 from 8:30 to 9:30 a.m. and the cost was \$5 per child with adults being free. She stated several different sports clinics were also being planned for the holiday break.

Ms. Peterson shared photos from the Pop-Up Rec Fest, noting over 175 people participated.

Ms. Peterson reported the Candlelight Memorial at the Angel of Hope was held on Tuesday, December 6 with around 220 people in attendance.

Ms. Peterson shared Skate with Santa was held this past weekend at Central Park. She thanked the Skate School and carolers who helped make this a great community event.

Ms. Peterson discussed the Sensory Santa event that was held at Town Green on Sunday, December 11 and noted 75 people attended this event.

Ms. Peterson commented on the Cake Wars event that was held with the teens in the community.

Ms. Peterson reported the Senior December Monthly Meet Up was held on Thursday, December 15. She noted this event was completely sold out.

Vice Chair Ferm requested further details regarding the missing skates noted in Ms. Peterson's newsworthy memo. He suggested the city require skate renters to leave their drivers license or some other item to ensure they are returning their skates after visiting Central Park. Ms. Peterson explained staff has been brainstorming ideas on how to best manage skate rentals.

Board Member Helvey asked how many skates had gone missing. Ms. Peterson indicated 22 pairs of skates have gone missing in the past three weeks.

Board Member Helvey explained he would like city staff to come up with a better system in order to ensure skates were being returned. Ms. Peterson stated staff has been speaking with the City of Edina staff to see how they manage their skate rentals.

Board Member Cunningham supported staff improving the branding on the skates to encourage visitors to return the skates.

Board Member Helvey estimated at this rate the operation was losing \$1,000 in skates each week.

Chair Lewis reported theft was not appropriate and it was not acceptable. He welcomed staff addressing this matter further along with a Board Member in order to find a better system to address this concern. Ms. Peterson indicated she would work on this and would report back to the Board in January.

Council Liaison's Report: Council Member Leith reported the Council has been working on the 2023 budget and tax levy. He noted the annual budget hearing was held at the Monday, December 5 meeting. He thanked Finance Director Sticha and all of the city's directors for all of their efforts on the budget. He stated he appreciated the fact the levy increase came in at 4.9%, which was quite low when compared to surrounding communities. He noted the average increase in the State was 9.1%. He thanked staff for being a part of the Lions Breakfast with Santa which was held on Saturday, December 3. Councilmember Lieth shared how he has really enjoyed working with everyone on the Park Board and Director Stifter and the staff. He thanked the members for being present, caring, and being engaged.

Board Member Cunningham thanked Council Member Leith for his tremendous service to the community.

Board Member Syhre thanked Council Member Leith for being an asset to the community and stated he would be missed.

Vice Chair Ferm stated he has enjoyed serving with Council Member Leith and thanked him for his dedicated service to the City of Maple Grove.

Board Member Helvey thanked Council Member Leith for all of his time and effort serving the city.

Board Member Mielke thanked Council Member Leith for his mentorship and noted he would be greatly missed.

CONSENT BUSINESS

Consent Business

Motion made by Board Member Helvey, seconded by Board Member Cunningham to approve the Consent Items as presented.

- A. Minutes – November 17, 2022 Regular Meeting**
- B. Approve Claims**
- C. Appointment – Parkkeeper**
- D. 2022 Sports Dome Batting Cage Agreement – OMGAA**

E. Accept Grant Funds – Walmart Community Grant – Resolution 22-183PB

Chair Lewis thanked staff member Crystal Anderson for her efforts to secure the Walmart Community Grant.

Upon call for the question, on a voice vote, there were six ayes and no nays. Motion carried.

OLD BUSINESS

**Old Business, Item A
2023 Park Development
Program Budget**

Director Stifter stated last month staff presented a proposed 2023 Park Development Budget to the Board for their review and discussion. There was discussion and support from the Board for the addition of a community garden and paved hockey rink to the park system as pilot projects with the consideration of expanding the program in the future. Attachment A is an updated budget proposal showing the current fund balance. A large adjustment was made to the Gleason Fields allocation indicating a fund transfer to the project was completed. Other slight adjustments were made to neighborhood parks and contingency allocations to match the fund balance. Following a positive Board review this evening, the final Park Development Program Budget will be confirmed and implemented in 2023.

Chair Lewis requested staff keep an eye the toilet buildings and shade structures purchases being made next year.

Motion made by Board Member Mielke, seconded by Board Member Helvey to approve the 2023 Park Development Program Budget.

Upon call for the question, on a voice vote, there were six ayes and no nays. Motion carried.

**Old Business, Item B
2023 Parks and Recreation
Park Fund Budget and
Enterprise Budgets**

Director Stifter stated the City Council held a public hearing on the 2023 City General Fund Budget at their December 5, 2022 meeting. The overall city budget has a proposed increase of 3.62% over 2022 for a total budget of \$45,642,500. The City General Fund Budget includes a contingency for compensation

and class implementation which is not reflected in the departmental budget.

Director Stifter reported the Parks and Recreation General Fund budget has a proposed increase of 4.00% for a total budget of \$5,802,100. The department General Fund Budget includes the addition of one FTE in Park Maintenance. The Parks and Recreation Budget Summary includes the breakdown of each of the funds managed by the department – General Fund, Recreation Participation Fund, Music Consortium, Farmers Market, and Age Friendly along with the Community Center and Sports Dome Enterprise Funds.

Director Stifter explained the proposed budget for the Community Center reflects an operating increase of 2.24% for a total budget of \$3,699,900. The Community Center budget is partially supported by 2023 City General Fund Budget which includes a planned transfer of \$909,400 to subsidize the operation. The transfer is 6.28% more than 2022. A targeted cost recovery of 75.4% is anticipated.

Director Stifter indicated the proposed budget for the Sports Dome reflects an operating increase of 6.39% for a total budget of \$390,100. The return of a second partner obligated to 500 rental hours will firm up revenues and allow this enterprise budget to recover alloperating expenses. Expenses to assemble and disassemble the dome continue to be the largest impact on the budget. Following a positive review by the Board, the 2023 General Fund and Enterprise Budgets will be confirmed and implemented as proposed.

Chair Lewis stated he was very comfortable with the proposed pay rates and budget for 2023.

Motion made by Vice Chair Ferm, seconded by Board Member Syhre to approve the 2023 Parks and Recreation Park Fund Budget.

Upon call for the question, on a voice vote, there were six ayes and no nays. Motion carried.

Motion made by Vice Chair Ferm, seconded by Board Member Syhre to approve the 2023 Community Center Enterprise Budget.

Upon call for the question, on a voice vote, there were six ayes and no nays. Motion carried.

Motion made by Vice Chair Ferm, seconded by Board Member Syhre to approve the 2023 Sports Dome Enterprise Budget.

Upon call for the question, on a voice vote, there were six ayes and no nays. Motion carried.

NEW BUSINESS

**New Business, Item A
Subdivision – Arbor Lakes
10th Addition**

Ben Jaszewski, Parks and Planning Superintendent stated the Arbor Lakes 10th Addition is located in the Arbor Lakes shopping center near the old AMC theater. The subdivision consists of the 1.16 acre - lot 2 and 0.99 acre - lot 1 for a total of 2.15 acres. The park dedication obligation was satisfied for the underlying property in 1998 with the platting of Arbor Lakes subdivision. Park dedication credits were used from the Tiller Corporation credit bank. The proposed subdivision adds commercial lots to an existing subdivision triggering an additional park dedication obligation. Fees are calculated by applying the current commercial rate minus the associated value of the commercial rate at the time of the original plat. In 1998 the commercial park dedication rate was \$3,600 per acre. In 2022 the rate is \$11,000 per acre. Park Dedication obligation calculates as follows:

2022 Fee.....2.15 acres x \$11,000/acre = \$23,650
1998 Fee.....2.15 acres x 3,600 = \$7,740
Park Dedication Obligation..... = \$15,910

Mr. Jaszewski reported Arbor Lakes 10th Addition is located near Floor and Décor (the old AMC Theater) in PSA 23. This PUD will be one multi-tenant retail facility on lot 2 and a pet hospital on lot 1. This PSA includes Town Green, Central Park, and various park and city trails. Staff recommends the Park

Board approve the Arbor Lakes 10th Addition plat and accept the cash dedication.

Motion by Board Member Syhre, seconded by Board Member Cunningham to approve the preliminary and final park dedication requirements on the Arbor Lakes 10th Addition plat pursuant to Maple Grove Subdivision Ordinance, Chapter 30:18, Provision of Land for Public Use:

- **Applicant shall fulfil the park dedication requirements on the plat with a cash dedication based upon the number of acres multiplied by the commercial rate in effect at the time the plat is released by the city for recording.**
- **Applicant may pay the fee at any time after the final plat has been approved by the City Council, but it must be paid before the plat is released for filing with the county. The final cash dedication is based on the rate at the time the dedication is paid. Rates are reviewed annually by the City Council at their first meeting in February. This may affect the final cash dedication requirements..**

Upon call for the question, on a voice vote, there were six ayes and no nays. Motion carried.

Other Business

Chair Lewis explained he would like to make some end of the year comments. He addressed outgoing Councilmember Phil Leith first; there are “not many things in Maple Grove that Phil has not been a part of, either as a Councilperson, member of a commission or board, and as a volunteer. Always showed up highly engaged and supportive. Phil always has struck an effective balance between strategic partner and an eye on execution plus being an advocate for our needs and resources. He has always went to bat for the Park Board system and our needs. I especially recognize his support over the last five years with some challenging system pushes as we have repurposed and become more creative on emerging needs, faced challenging community dynamics and tough choices. Also the terrific support as we navigated through Covid for service

levels as well as staffing. We know Phil will not be far away and continue to make a difference to the city.”

Chair Lewis spoke regarding Councilmember Karen Jaeger next. “A quick note for the record to thank her for previous counsel to Park Board liaison-ship, and also pinch hitting often times on a moment’s notice. I would call out that Karen has not missed a council meeting in 24 years, and seems to be everywhere when anything is going on in Maple Grove. A tremendous past and current ambassador for the city and looking forward to the next chapter for her as she finds new ways to be of support and “live-large” in Maple Grove.”

Chair Lewis addressed outgoing Park Board Member Debbie Coss stating she was “an uncommon blend of personal commitment and professional capabilities. Over her years of service Debbie has brought the very important dimension and perspective of having been a key member of our staff before becoming a board member. She brought the what’s REALLY possible and what will it REALLY take. We will miss her candor, her integrity, her sharp and smart and necessary questions and challenges to our approaches that always were brought in a “respectful and just to make it better” manner. We have been extremely fortunate to have had the opportunity for her to be part of our board during some of our most important strategic choices and planning for the future moments. Debbie has left a big fingerprint on our work and our community.”

Chair Lewis spoke last to Judy Hanson as the new Council Liaison. “We welcome Councilperson Judy Hanson beginning January 1, 2023 as our liaison. Judy’s experience with the city in many realms of service over the years, and especially her commitment to stewardship of our system and resources is a perfect fit. We welcome her expertise, vision and supportive influence during her partnership with the Park Board.”

Adjournment

Motion made by Vice Chair Ferm, seconded by Board Member Cunningham to adjourn.

Upon call for the question, on a voice vote, there were six ayes and no nays. Motion carried.

The meeting adjourned at 8:08 p.m.

Respectfully submitted,
Chuck Stifter, Director
Parks and Recreation Board
City of Maple Grove