

Maple Grove Parks and Recreation Board

Regular Meeting

August 18, 2022

Regular Meeting	The Regular Meeting was called to order by Chair, Bill Lewis at 7:01 p.m.
Board Members Present	Present in the Chambers were Chair Bill Lewis, Vice Chair John Ferm, Board Members Ken Helvey, Deb Syhre, Debbie Coss, and Andy Mielke.
Board Members Absent	Board Members absent were: Kelly Cunningham.
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	<p>Chair Lewis called for any changes to the agenda. Director Stifter replied there are none.</p> <p>Motion made by Vice Chair Ferm, seconded by Board Member Mielke to approve the agenda for the August 18, 2022 meeting as presented.</p> <p>Upon call for the question, on a voice vote, there were six ayes and no nays. Motion carried.</p>
Public Comment	No requests were received.
Board Member Reports	<p>Chair Lewis explained he hosted a barbeque with Director Stifter that honored staff for all of their efforts.</p> <p>Chair Lewis thanked Rob Heitke for his dedicated service to the City of Maple Grove and wished him all the best in the future.</p>

Board Member Helvey thanked staff for providing him with a tour of the Gleason Fields.

Staff Reports

Director's Report: Director Stifter reported on Monday, August 15 the Council approved a remote working policy which affects parks and recreation staff members. He explained not all positions would be eligible for remote work, but noted a maximum of two days per week would be offered to eligible employees. Department directors would be responsible for managing this policy.

Director Stifter stated the Council with their preliminary 2023 budget review approved a Parkkeeper position.

Director Stifter reviewed a press release with the Park Board noting a Community Center Reinvestment Open House would be held on Wednesday, September 7 from 5:30 p.m. to 7:00 p.m. He encouraged the Board Members to attend this event.

Director Stifter reported the Park Board would be holding a park tour during their September 15 meeting and boxed dinners would be provided for those who can attend.

Parks and Planning Superintendent's Report: Ben Jaszewski provided the Board with an update on the Gleason Fields. He explained foundation walls were being poured and all of the sports lighting has been installed, along with the field fence posts. He anticipated trails would be completed in the coming weeks. He noted the field turf installation should start about mid-September.

Mr. Jaszewski discussed the resignation of Rob Heitke noting he would be greatly missed. He indicated staff would be recruiting a new Park Supervisor.

Recreation Superintendent's Report: Aimee Peterson discussed the three different recreation program guides that were being sent out to residents. She thanked Kiley Meyhoefer, recreation program assistant for her work with designing these program guides.

Ms. Peterson reviewed the summer participation numbers with the Board and reported the city had 432 programs that were set to launch for this fall.

Ms. Peterson commented on the city's skating program noting the Learn to Skate program had great participation numbers at this time.

Ms. Peterson stated Tanya Huntley was featured in the League of Minnesota Cities magazine this past month and encouraged the Board Members to read through the article.

Community Center Manager's Report: Angie Dehn discussed the issues staff has had finding life guards in the past and noted we have had great young people stepping up to serve this summer. It was her hope we could retain many of them to work for us again next summer.

Council Liaison's Report: Council Member Leith commented on the new Parkkeeper position that was approved by the Council. He noted the Council also approved the sales tax ballot language for the Community Center Renovation and Expansion project.

Chair Lewis stated he was pleased with the ballot language that was approved by the City Council.

CONSENT BUSINESS

Consent Business

Chair Lewis requested further information regarding the arena streaming service agreement. Director Stifter stated Youth Sports PLUS would be providing streaming services that have traditionally been provided in part by CCX. He requested this agreement be approved contingent upon final review by the City Attorney and the Parks and Recreation Director.

Chair Lewis requested staff introduce the new Recreation Facility Supervisor to the Board. Ms. Peterson introduced Zach Moulton, who was hired as the new Recreation Facility Supervisor. She noted Mr. Moulton has worked for the city

since 2015 and she was excited to have him moving to this new position.

Mr. Moulton thanked the Park Board and stated he was looking forward to stepping into his new position with the City of Maple Grove.

Chair Lewis commented on the fee waiver request that was made by the OMGAA Special Olympic Softball organization. Mike Parenteau, OMGAA representative, introduced himself and discussed how the adapted softball program has served the needs of special athletes in the community. He indicated this program continues to be unique to the State of Minnesota. He commented further on the softball event that was being planned and thanked the Board for considering his request. Julie Danielson, Northwest Special Olympics representative, also commented on behalf of the program and thanked the Board for their support.

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

- A. Minutes – July 21, 2022 Regular Meeting**
- B. Approve Claims**
- C. Community Center Enterprise – 2nd Quarter Report**
- D. Arena Streaming Service Agreement – Youth Sports PLUS contingent upon final review by the City Attorney and the Parks and Recreation Director**
- E. Appointment of Recreational Facility Supervisor and Authorize Recruitment for Parkkeeper**
- F. Authorization to Recruit – Park Supervisor**
- G. Special Use and Fee Waiver Request – CMRS Scavenger Hunt and Picnic**
- H. Special Use and Fee Waiver Request – OMGAA Special Olympic Softball**
- I. Special Use Permit – Victor Pavlik and Friends Concert**

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

OLD BUSINESS

Old Business

No items to present.

NEW BUSINESS

**New Business, Item A
Lakeview Knolls Park
Improvements Phase One
– Authorize Quotes**

Ben Jaszewski, Parks and Planning Superintendent stated staff is seeking authorization from the Board to solicit quotes for phase one construction of the Lakeview Knolls Park Improvements. This proposal is to begin construction of the pickleball complex based on the concept plan approved by the Board at their June 2022 meeting. To reduce the impact of construction on recreation programming, staff is recommending the project be completed in two phases. Phase one will focus on relocation and reconstruction of the two ballfields. Completing this work in the fall would provide useable fields for practice and games in the spring of 2023. The ballfields are currently programmed for t-ball and will be reconstructed with t-ball as the primary use. The fields will be sized to accommodate up to a 60-foot base path for youth baseball practices, if the need arises. To reduce project costs, park maintenance staff will remove the existing ballfield fencing and maintenance strip. Estimates for phase one are consistent with the total project estimate reviewed by the Board in June. The current estimate is within the threshold (under \$175k) to utilize the quote process. The cost estimate for phase one was reviewed with the Board. The approval and timely completion of phase one will allow for the construction of phase two to proceed in the spring of 2023 with no impact to the usability of the ballfields and/or existing pickleball courts. Phase two of the project would consist of site grading, utilities, trails, new pickleball courts, parking lot, restroom facilities, and picnic shelter. Following a positive review by the Board, construction on phase two would begin in the spring of 2023 and the project substantially completed in mid to late summer. The tentative schedule for the project was reviewed in detail. Staff is recommending the Board approve the ballfield construction documents and authorize quotes for phase one of the project.

Motion by Board Member Coss, seconded by Vice Chair Ferm to approve the construction documents and authorize quotes for phase one of the Lakeview Knolls Park Improvements project.

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

**New Business, Item B
Dome User Agreement –
Maplebrook Soccer Club**

Aimee Peterson, Recreation Superintendent stated the Dome User Agreement with All in MN was terminated due to default in April of 2022. The new Dome User Agreement with Maplebrook Soccer Club would take over the commitment of purchasing 500 use hours during the dome season. The agreement has been modified outlining a new billing arrangement and has added new default language to better protect the city. Staff recommends the Board approve the User Agreement with Maplebrook Soccer Club.

Motion by Board Member Mielke, seconded by Board Member Coss to approve the Dome User Agreement with Maplebrook Soccer Club contingent on final review by the City Attorney and the Parks and Recreation Director.

Vice Chair Ferm requested further information regarding the protections that were written into the agreement. Ms. Peterson commented on the language changes that were included within the agreement to better protect the city.

Vice Chair Ferm questioned if there would be any recourse should an organization default on their payments. Ms. Peterson explained this agreement would ensure only one month of non-payments could occur before the city could respond with an action.

Chair Lewis thanked staff and the City Attorney for working to mitigate the city's risk.

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

**New Business, Item C
Arena Sponsorship
Agreement – Lookout Bar
& Grill**

Angie Dehn, Community Center Manager stated she was pleased to have Lookout Bar & Grill return as a sponsor of the East Rink overlook which they have sponsored in the past. The agreement is for \$125,000 to be paid in annual installments over the next 10 years. Contracts for the arena sponsorship

were developed by the City Attorney. The East Rink view area naming sponsor will receive their name/brand displayed:

- On wall of East Rink viewing area
- East Rink dasher board
- Recognition on digital screens and sponsor rack card display
- Sponsor is allowed to serve food during high school games.
- Owner purchasing curtain, furniture and TV for lounge space.

Motion by Vice Chair Ferm, seconded by Board Member Mielke to approve the Sponsorship Agreement dated April 21, 2022 with Lookout Bar & Grill related to the arena rebranding.

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

**New Business, Item D
Arena Sponsorship
Agreement – SDP Hockey
LLC**

Angie Dehn, Community Center Manager stated she was pleased to have SDP Hockey as the Division 1 Wall sponsor. The agreement is for \$75,000 to be paid in annual installments over the next 10 years. Contracts for the arena sponsorships were developed by the City Attorney. The Division 1 honor wall naming sponsor will receive their name/brand displayed:

- Custom lobby wallscape in collaboration with OMGHA.

Vice Chair Ferm asked if this would be a digital wall board. Ms. Dehn explained this wall would be photographs and graphic arts, and not digital.

Motion by Board Member Coss, seconded by Board Member Syhre to approve the Sponsorship Agreement dated June 1, 2022 with SDP Hockey LLC related to the arena rebranding.

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

**New Business, Item E
Arena Sponsorship**

Angie Dehn, Community Center Manager stated she was pleased to have Kottemann Orthodontics as the West Rink

**Agreement – Kottemann
Orthodontics**

naming sponsor. The agreement is for \$225,000 to be paid in annual installments over the next 10 years. Contracts for the arena sponsorship were developed by the City Attorney. The West Rink naming sponsor will receive their name/brand displayed:

- At the West Rink Entrance
- On the West Rink Wall
- In the West Rink in ice logo
- Recognition on sponsor/donor wall, digital screens, sponsor rack card display.

Board Member Helvey commended staff on their efforts to receive sponsors for the ice arena.

Motion by Board Member Mielke, seconded by Board Member Coss to approve the Sponsorship Agreement dated June 7, 2022 with Kottemann Orthodontics, P.A. related to the arena rebranding.

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

**New Business, Item F
Arena Sponsorship
Agreement – Twin Cities
Orthopedics**

Angie Dehn, Community Center Manager stated she was pleased to announce Twin Cities Orthopedics as the East Rink naming sponsor. The agreement is for \$275,000 to be paid in annual installments over the next 10 years. Contracts for the arena sponsorships were developed by the City Attorney. The East Rink naming sponsor will receive their name/brand displayed:

- At the East Rink Entrance
- On the East Rink Wall
- In the East Rink in ice logo
- Recognition on sponsor/donor wall, digital screens, sponsor rack card display.

Board Member Mielke thanked staff for all of their hard work on the east rink.

Motion by Board Member Syhre, seconded by Vice Chair Ferm to approve the Sponsorship Agreement dated August 9,

2022 with Infinite Health Collaborative, P.A., dba Twin Cities Orthopedics related to the arena rebranding.

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

Adjournment

Motion made by Vice Chair Fern, seconded by Board Member Mielke to adjourn.

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

The meeting adjourned at 7:54 p.m.

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