

Maple Grove Parks and Recreation Board

Regular Meeting

September 21, 2023

Regular meeting	The Regular Meeting was called to order by Chair, Bill Lewis at 7:08 p.m.
Board members present	Present in the Chambers were Chair Bill Lewis, Vice Chair John Ferm, Board Members Ken Helvey, Deb Syhre, Andy Mielke, and Krista Kuhnly.
Board members absent	Board Members absent were: Kelly Cunningham.
Also present	Also present in the Chambers were: Council Representative Hanson, Chuck Stifter, Director; Ben Jaszewski, Parks and Planning Superintendent; Aimee Peterson, Assistant Parks and Recreation Director; and Angie Dehn, Community Center Manager.
Approval of agenda	<p>Chair Lewis called for any changes to the agenda. Director Stifter noted an item L had been added under consent.</p> <p>Motion made by Vice Chair Ferm, seconded by Board Member Mielke to approve the agenda for the September 21, 2023 meeting as presented, with the addition of item L.</p> <p>Upon call for the question, on a voice vote, there were six ayes and no nays. Motion carried.</p>
Public comments	No requests were received.
Special business	No items present.
Board member reports	<p>Board Member Helvey thanked staff for all of their efforts on Rock’N the Grove.</p> <p>Chair Lewis thanked the board and staff members for attending the Park Tour prior to this meeting.</p> <p>Chair Lewis commented on the Learn to Skate program, noting it was recently recognized as number one in the State.</p>

Board Member Syhre thanked staff for pulling together the 2023 summer participation report.

Staff reports

Director's Report: Director Stifter commented on Woodcrest Park, which was a small park on Magda Drive. He reported the boardwalk in this park was in disrepair and was on the upcoming replacement program.

Director Stifter requested the Board review the trash management information from Parks and Planning Superintendent Jaszewski.

Assistant Parks and Recreation Director's Report: Aimee Peterson commented on the grant the city received from Hennepin County for arts and music. She thanked Crystal Anderson for her efforts on this grant.

Ms. Peterson stated over 300 people attended a roller skating event at Central Park on September 9.

Ms. Peterson reported Rock'N the Grove was a successful event, noting over 2,600 people were in attendance. She thanked the Maple Grove Lions of their assistance with this event.

Ms. Peterson shared a video with the Board that Experience Maple Grove (EMG) put together. It highlighted events supported by EMG that occur throughout the year in Maple Grove.

Ms. Peterson commented on the Water Lantern Festival that would be held at Town Green on Saturday, September 23 from 4:30 p.m. to 8:30 p.m. She stated over 2,100 tickets had already been sold for this event.

Community Center Manager's Report: Angie Dehn stated the Taste of Maple Grove was held on Saturday, September 9.

Ms. Dehn reported the Just for Kids fundraiser was held on Sunday, September 17.

Ms. Dehn explained the annual pool shutdown was held from September 5 through September 24. She indicated the pool would reopen on Monday, September 25. She reviewed the pool attendance numbers for the summer, noting numbers were up.

Ms. Dehn reviewed a list of upcoming events at the Community Center noting on September 23 there would be an American Royal Beauties MN/WI Pageant, on September 25 there would be an American Cross Blood Drive, on September 30 there would be a Learn to Skate USA Seminar and on October 14 the center would host the annual WOW Quilt Show.

Council Liaison's Report: Council Member Hanson provided the Board with an update from the City Council. She stated the Council set the preliminary budget and tax levy for 2024. She explained the final levy would be set in December. She reported the Council made a decision on what to do with the Old Village Hall, which was the demolition plan. She commented on the partnership Avalanche Arts was proposing with the City of Maple Grove for an arts center.

CONSENT BUSINESS

Consent business

Chair Lewis stated the field user agreements were essential to the city. He thanked staff for negotiating these agreements on behalf of the city.

Chair Lewis commended staff for their remarkable efforts on the third quarter Community Center and recreation participation reports. He stated he was pleased to see attendance numbers back to pre-COVID levels.

Motion made by Board Member Syhre, seconded by Board Member Helvey to approve the Consent Items as presented, with the addition of item L.

- A. Minutes – August 17, 2023 regular meeting**
- B. Approve claims**
- C. Fernbrook Fields User Agreement - Maplebrook**
- D. Fernbrook Fields User Agreement - MGYFA**
- E. Fernbrook Fields User Agreement - MGYLA**

- F. Accept grant – Hennepin County Arts and Music Grant**
- G. Sports Dome User Agreement – Maplebrook Soccer Club**
- H. 2023 Third quarter Community Center participation report**
- I. 2023 Summer recreation participation report**
- J. Special use permit – Maple Grove Community Organization – Halloween Family Fun Event**
- K. Accept grant award – Hennepin County Lifeguard Services Grant**
- L. Special use permit – Abbey Pattison**

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

OLD BUSINESS

Old business, item A Maple Grove community garden program – final design and budget

Amy Peterson, Assistant Parks and Recreation Director stated at the August 17, 2023 Board meeting staff presented, and Board approved the preferred site location for the community garden pilot program, Donahue North hockey rink. On September 12, 2023 staff conducted a community open house on site at Donahue North Park. Fifteen residents shared their comments and feedback on the garden design and program. Taking their feedback into consideration, a final design and budget estimate were prepared. The garden design includes both raised and in-ground garden plots along with water supply, perimeter fencing, parking, and restrooms. Feedback from the residents included a higher fence to keep deer out, relocating the compost area, and adding native pollinator plants to the garden site. The cost estimate has been updated to reflect the recommended changes. Construction and site preparation will begin in October. The garden program policies and procedures are being developed and will be presented to the Board at a future meeting. Registration for garden plots will open in January for the 2024 planting season. Staff is seeking approval of the final site plan and budget estimates for the community garden at Donahue North Park.

Vice Chair Ferm asked what type of material would be used for the fencing. Ms. Peterson reported the fencing would be chain link.

Vice Chair Ferm stated he anticipated the costs for dirt and other materials may come in higher than estimated once the site prep work begins. Ms. Peterson stated staff had conducted soil samples. She reported if costs come in higher than anticipated staff could come back to the Park Board for reconsideration.

Chair Lewis questioned if this matter should go before the Council.

Councilmember Hanson stated she did not believe this was necessary because the Park Board's budget would be used for this project.

Boardmember Kuhnly stated she looked forward to having this community garden open to the public.

Motion made by Vice Chair Ferm, seconded by Board Member Helvey to approve final community garden site plan and project budget for the community garden at Donahue North Park.

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 – Southwest
Crossroads 10th Addition**

Director Stifter stated this PUD consists of a 2,325 SF Chipotle restaurant with pickup window on 0.84 acres and is located off of Troy Ln N and 70th Pl N next to Hy-Vee. The park dedication obligation for the proposed subdivision would be a cash dedication. Fees will apply as follows:

$$\begin{aligned} &\text{Lot 1 Block 1:} \\ &0.84 \text{ acres} \times \$11,000 = \$9,240 \end{aligned}$$

Director Stifter reported Southwest Crossroads 10th is located within the city's Park Service Area (PSA) 31. Residents of PSA 31 are served by Gleason Athletic Fields and Maple Creek Park in an adjoining PSA. Staff recommends the Park Board approve

the Southwest Crossroads 10th Addition plat and accept the cash dedication.

Motion by Board Member Mielke, seconded by Board Member Kuhnly to approve the final park dedication requirements on the Southwest Crossroads 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 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.

**New business, item B
Subdivision – Explorers
Addition**

Director Stifter stated the Explorers Addition is a commercial day care facility located in the Wedgewood Commerce Centre (9th Addition) that was platted in 1996. Park dedication fees were satisfied using the commercial rate at that time. Subdividing an existing plat triggers a park dedication obligation minus the associated value of the commercial fee at the time of the original plat. In 1996 the commercial park dedication rate was \$3,600 per acre. The 2023 rate is \$11,000 per acre. Park Dedication obligation calculates as follows:

2023 Fee
Block 1, Lot 1 - 1.88 acres x \$11,000 = \$20,680
Block 1, Lot 2 - 1.46 acres x \$11,000 = \$16,060
2023 Total = \$36,740

1996 Fee
Block 1, Lot 1 - 1.88 acres x \$3,600 = \$6,768
Block 1, Lot 2 - 1.46 acres x \$3,600 = \$5,256
1996 Total = \$12,024

Park Dedication Obligation (\$36,740 - \$12,024) = \$24,716

Director Stifter reported Explorers Addition is located in PSA 34. Residents of this PSA are served by Donahue North Park and various local and regional trail connections. Staff recommends the Park Board approve the Explorers Addition plat and accept the cash dedication.

Motion by Board Member Kuhnly, seconded by Board Member Mielke to approve the preliminary and final park dedication requirements on the Explorers 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.

Adjournment

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

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

The meeting adjourned at 7:49 p.m.

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