

MAPLE GROVE

PARKS AND RECREATION BOARD

REGULAR MEETING

OCTOBER 21, 2021

Government Center  
7:00 p.m.

**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 and Debbie Coss.

**Board Members Absent** Board Members absent was: Board Members Kelly Cunningham and Andy Mielke.

**Also Present** Also present in the Chambers were: Council Representative Leith, Chuck Stifter, Director; Ben Jaszewski, Parks and Planning Superintendent; Aimee Peterson, Superintendent of Recreation; Lisa Jost, Community Center Manager; Jan Clark, Recording Secretary and four guests.

**Approval of Agenda** Chair Lewis called for changes to the agenda. The Director replied there were none.

**Motion made by Vice Chair Ferm, seconded by Board Member Coss to approve the agenda for the October 21, 2021 meeting as presented.**

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

**Public Comment** No requests were received.

**Miscellaneous Board Member Reports** Board Members had no reports this month.

**Miscellaneous Staff Reports** **Director's Report:** Director Stifter addressed several upcoming events. He stated the City Council has scheduled a Work Session on November 1, 2021 at 6:00 pm that includes a discussion on the local option sales tax, communication plan for

the Community Center project and ideas on the overall campus plan. He noted that Park Board Members are invited to attend.

Director Stifter stated that the Owners Team will be meeting in November at a morning meeting; date still to be chosen. One item to be discussed is the Gleason Fields Athletic Complex financial strategies. He noted the focus will be to strategize on how to assemble the final bid, with emphasis on the desire by OMGAA to have field #2 be a sunken field much like the format of field #1. He stated that having that as an alternate proved to be too complex, confusing and consequently not feasible. He noted staff and consultants are looking at keeping the field sunken, but modifying the grandstand. He added that we haven't yet aligned the budget. The Director noted the Sports Dome and Community Center enterprise budgets will also be on the agenda.

Director Stifter stated that the Angel of Hope Candlelight Memorial will be held on December 6. He added that Board Member Cunningham has read a poem at this event in the past, and he will offer that opportunity to her again.

Director Stifter stated the annual MRPA Conference that was held last week had a great itinerary and excellent education sessions. He noted that Aimee Peterson was co-chair of the conference and two of our staff persons gave presentations, as well as his role as MRPA President. He stated it was a nice representation of our team and an excellent opportunity to connect with parks and recreation colleagues from other cities.

Director Stifter noted that Jan Clark has scheduled her retirement for December. He noted that after 42 years of service, it has been a great honor to have worked with her and she will be receiving lots of accolades in the coming months.

**Superintendent of Parks and Planning's Report:** Ben Jaszewski stated that the playground replacement projects are moving along. He displayed photos of the progress being made, noting that Boundary Creek east is in process and should be finished up in the next few days, the old equipment at Scott Jonquil was removed by Parks staff, and the playground at Rice Lake Elementary has been re-installed. He added that the construction of the grounds at Rice Lake should be wrapping up in 3-4 weeks.

Ben noted the 2021 paving project is underway with repaving some of the concrete and resetting some of the pavers at Town Green. They are hoping to wrap that up in the next week or so.

Ben stated he and Rob Heitke, Parks Supervisor have been exploring what it entails to take over the two parcels at the Bridges at Arbor Lakes. He noted moving the water and electric over to the city doesn't look too complex, but the irrigation controls need updating. He added he will bring back final determinations in the next few months.

Ben stated the splash pad at Central Park will be closing this Friday, which is the latest closing we've ever done. He noted staff will now start the preparations for opening the skate loop the end of November.

Ben noted that with a mixture of Park maintenance staff, Community Center staff and a stage crew; the process of inflating the dome was accomplished, making it ready for nets, ball cages and lighting to be set up. He noted the dome should be open for use next Friday. Vice Chair Ferm stated he drove by on Highway 610 and the canvas set-up operation looks like a massive undertaking.

**Superintendent of Recreation's Report:** Aimee Peterson stated the Senior Knitting Group has now knitted over 50,000 caps for newborn babies at the hospital. Aimee noted that CCX did a report on health and fitness benefits for seniors and she played a couple minutes of the interview with Liz Faust, Senior Coordinator.

Aimee stated a new program that Liz Faust put together is African Drumming, noting there were two sessions – one outside at Town Green and the other in the Senior Center. She said it was well-attended and was a good overview of the African culture and the meaning of the drums.

Aimee noted that the Lions did a really great job of organizing the Concert on The Lawn, noting there were around 1,800 people in attendance, in addition to 60+ volunteers. She noted that the Lions are planning on doing the event again next year which will take place the 3<sup>rd</sup> weekend in September.

Aimee displayed photos from the Harvest-Tober Fest that we co-hosted with Omni Brewery. She noted it was held at Central Park and the skate loop was put to good use with the vendors being set up on the loop, in addition to music and dancing on the loop. Aimee noted she heard a lot of good comments about the event from participants and vendors.

Aimee noted staff is continuing the Story Walks in the park, which was a concept that began during the pandemic and will be starting back now as a regular program.

Aimee noted that Crystal Anderson set up lending libraries at both the Community Center and the Government Center featuring books that highlight diversity, equity and inclusion.

Aimee showed a photo of the gaming stations that are now set up in the old movie room in the teen center that will be the host location for Esports League use.

Aimee noted staff is in the process of merging the Town Green social media page with the Maple Grove Parks and Recreation Facebook page to expose a broader audience.

Aimee noted staff had a great time at the MRPA conference last week. There was good representation by Maple Grove, great education sessions, an opportunity to connect with other professionals and a chance to re-energize after a tough year.

Aimee noted that they are planning on maintaining outdoor skating rinks, having the warming houses open, and rotating rink attendants across locations like they did last year. She noted in an effort to give people more opportunities to be outdoors, Community Center staff will be also renting out snowshoes.

Vice Chair Ferm clarified that this is the same amount of rinks that were maintained last year. Aimee replied yes. Vice Chair Ferm stressed that attendance numbers need to be taken to see if any rinks are under-utilized. Aimee said they will take attendance, but with rotating staff, attendance numbers might not be as precise as in pre-COVID years.

Chair Lewis acknowledged the Park Facility Supervisor's Annual Report prepared by Jeanne Vestal, noting the

sensational work done by Jeanne. He stated the report contained good data on how things have trended and happened in the year and a-half during the pandemic. He observed Jeanne provided some good statistics worth noting.

**Community Center Manager's Report:** Lisa Jost, Community Center Manager displayed photos from the Mn House Bonding Committee tour that staff hosted September 23, noting the focus of the tour was user diversity, regional draw, and offered a good opportunity to highlight capacity difficulties and aging-building challenges.

Lisa displayed photos of some pool annual shutdown projects, including refinishing the tot water slide and refurbishing the big water slide. Lisa noted that typically 10 pool staff members are involved in the annual shutdown project, but this year there were only 4. She thanked Casey Clark and Paul Mertes for stepping up to help the Aquatic Coordinators get these tasks done.

Lisa noted that the plastic collection bin in the front lobby was part of a 6 month campaign by the Lions with the goal to collect 500 pounds of plastic resulting in the donation of a bench. She stated they exceeded their goal with an amazing collection of 6,493 pounds of plastic. Lisa noted that Lee and Claudia Newman are in the audience tonight and they are some of the Lions members who maintain and empty the collection bin. She added the Lions intend to renew the campaign.

Lisa stated Northwood Church has been a long-time renter at the Community Center for 10 years and once a year they do a Service Day. She noted they cleaned tables and chairs, did community meal packing, and packaged diapers.

Lisa noted that last month's tour gave Board Members an opportunity to visualize what OMGAA is proposing for branding graphics in the arena. At that time, the Board suggested to enlist the help of a graphic design company to assure a cohesive look to the branding options and to solicit naming-rights sponsors. She noted that she reached out to Prime who is already obtaining clients for the dashboards and Zamboni graphics. Lisa explained the proposed fee structure, adding the designs and layout would come back to the Board before being finalized. Chair Lewis clarified that she is not

looking for the Board to approve the agreement at this time. Lisa replied, that is correct; she just wanted to be sure this is the direction the Board wants to go. Board Members supported proceeding with Prime.

Chair Lewis thanked Lee and Claudia Newman for their support in the recycling of plastics, noting the results of 6,493 pounds collected are amazing and their efforts are much appreciated by the Board.

**Council Liaison's Report:** Council Member Leith stated that although the attendance could have been better, the Lions were happy with the Concert on The Lawn event, especially in view of the quick timing. Council Member Leith gave his thanks to staff who helped, especially Tanya Huntley, Aimee Peterson and Zach Moulton from Parks. He noted next year's event will have the benefit of a year's worth of plan time.

Council Member Leith noted the North Metro Range ground-breaking was this afternoon. He noted Hennepin County Sheriffs recently awarded some money toward the project and will be a long-term partner at the facility. Council Member Leith noted the training provided at the range will be very useful for the 20 agencies who train there.

Council Member Leith noted Nautical Bowls is having a ribbon cutting tomorrow.

#### CONSENT BUSINESS

### **Consent Business**

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

- A. Minutes – September 16, 2021 Regular Meeting**
- B. Minutes – September 16, 2021 Special/Tour Meeting**
- C. Approve Claims**
- D. Part Time Employee Appointments**
- E. Recruitment Approval for Administrative Secretary**
- F. Fee Waiver Request – Friends of the Angel**
- G. Fee Waiver Request – Maple Grove Lions**

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

NEW BUSINESS

**New Business, Item A  
2022 Preliminary  
Sports Dome  
Enterprise Budget**

Ben Jaszewski, Parks & Planning Superintendent noted the preliminary 2022 sports dome budget shows a slight increase in revenues and a moderate increase in expenditures. He stated that the 2021 electric and gas utilities realized a significant savings of 40% this year due to upgrades made to the HVAC and lighting systems as part of the 2020 Apex Energy Project. He said that because of that investment, some of those savings will be allocated back over time to pay for some of the deferred maintenance. The other item he pointed out was the Repair and Maintenance Equipment as the expenses for the installation and removal of the dome canvas has gone up significantly every year. He added that they still expect to have a positive balance in the budget in 2022.

Board Member Helvey inquired about in the Equipment Transfer Account, what are the big ticket items that we're saving for. Ben replied turf, lighting, HVAC and the fabric. Board Member Helvey asked if those funds then have mostly been used. Ben replied, no the turf was replaced by the school district and the HVAC and lighting were covered by the Apex project and will be paid back over time. He noted the fabric will probably need changing in the next year or so.

**Motion made by Vice Chair Ferm, seconded by Board Member Helvey to approve the preliminary Sports Dome Budget for 2022.**

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

**New Business, Item B  
2022 Preliminary  
Community Center  
Enterprise Budget**

Lisa Jost, Community Center Manager stated the 2022 proposed budget for the Community Center projects a 76% recovery and does assume full staffing and operation levels. She added that adjustments to the potential catering commission and ice arena advertising are not reflected in the proposed budget. Lisa noted that repair and maintenance categories were adjusted based on inflation costs and equipment failures/increased service calls inherent to an aging building. Lisa stated staff continues to seek out consortium purchasing power agreements. Lisa noted that the Equipment Reserve schedule recognizes that some

equipment may remain on hold knowing the potential for renovation and expansion of the Community Center.

Board Member Helvey asked if we think the projected revenues for indoor areas are realistic, especially with how low the numbers are already showing for this year. Lisa replied that if we don't hit the projected revenues, we will adjust supplies and other expenditures.

Board Member Helvey noted he still thinks the budget looks over-optimistic. Lisa replied that a big source of revenue comes from group admissions which we anticipate being a lot stronger next year.

**Motion made by Board Member Helvey, seconded by Board Member Coss to approve the preliminary Community Center Budget for 2022.**

Upon call for the question, the amended motion carried on a voice vote with five ayes and no nays.

**New Business, Item C  
Subdivision - Hansen  
Shih Maple Addition**

Ben Jaszewski, Parks and Planning Superintendent noted this subdivision is located on 93<sup>rd</sup> Avenue and is a residential lot split converting one lot into 4 single-family lots, with the initial lot having already paid park dedication.

**Motion by Board Member Coss, seconded by Vice Chair Ferm to approve the preliminary and final park dedication requirements on the Hansen Shih Maple Addition plat pursuant to Maple Grove Subdivision Ordinance, Chapter 30:18, Provision of Land for Public Use:**

- **Applicant will fulfill the park dedication requirements on the plat with a cash dedication based upon the number of units multiplied by the residential 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 five ayes and no nays. Motion carried.

**New Business, Item B  
Subdivision –  
Loukusa Addition**

Ben Jaszewski, Parks and Planning Superintendent noted this subdivision is located west of County Road 101 and is a residential lot split converting one lot into 2 single-family lots, with the initial lot having already paid park dedication.

**Motion by Board Member Syhre, seconded by Vice Chair Ferm to approve the preliminary and final park dedication requirements on the Loukusa Addition plat pursuant to Maple Grove Subdivision Ordinance, Chapter 30:18, Provision of Land for Public Use:**

- **Applicant will fulfill the park dedication requirements on the plat with a cash dedication based upon the number of units multiplied by the residential 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 five ayes and no nays. Motion carried.

**Adjournment**

**Motion made by Board Member Coss, seconded by Board Member Syhre to adjourn.**

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

The meeting adjourned at 7:52 p.m.

Respectfully submitted,  
Jan Clark, Recording Secretary and  
Chuck Stifter, Director  
Parks and Recreation Board  
City of Maple Grove