

**MINUTES
PARKS & RECREATION COMMISSION MEETING
MARCH 14, 2023**

MEMBERS PRESENT: Kristine Bommersbach, Tim Faver, Gwenia Fiskevold Gould, Don Heinonen, Tonya Prim, and Bethany Wesley

MEMBERS ABSENT: Tom Anderson

COUNCIL & BOARD REPRESENTATIVE: CITY STAFF & OTHERS: Joe Czapiewski, Marcia Larson, Jamie Anderson, Patrick Hanson, Nate Mathews, and Lolly Randall

CALL TO ORDER:

Bethany Wesley called the meeting to order at 4:30 p.m.

AMENDMENTS TO AGENDA:

None were made

APPROVAL OF FEBRUARY 14, 2023 MEETING MINUTES:

Motion by Faver, seconded by Heinonen, to approve the February 14, 2023 Meeting Minutes as written. Motion carried.

STRATEGIC PLAN REVIEW

Joe Czapiewski of JFC Strategies Services, reviewed the final draft of the Recreation/ Programming and Parks Maintenance pieces of the Strategic Plan. Changes were made based on recommendations received from staff. Also reviewed the outline of the plan and how the information was gathered. Reviewed the trail priority map that included input from the City Engineer. Commissioners gave feedback on changes they would like to see made prior to it going to the City Council for their approval.

Commissioners agreed the strategic plan will help direct them in the projects they take on in the future.

Motion by Wesley, seconded by Fiskevold Gould, to approve the Strategic Plan and, move it to the City Council for approval. Motion carried

April 17th is the target date to present it to the City Council.

OUTDOOR RECREATION GRANT – DNR

Larson reviewed the plan for Algoma Park that was put together a while back. A request for proposal was sent to playground companies for a design and cost for a play structure for Algoma Park that is a requirement for the DNR grant that Larson is applying for.

Reviewed the different playground structures that were submitted from Kompan, Landscape Structures, and St. Croix Recreation,

The estimated budget is \$260,000.00 for the entire project and the match that the city would need to provide is \$130,000. Some items in the budget include a playground structure, picnic shelter and tables, bench, drinking fountain, infrastructure, and some plantings.

Commissioners reviewed the budget and resolution for the grant project. The City Council will need to approve the resolution and the 50% matching funds requirement. This match could come from the ARP funds, liquor store funds or reserves. This project will go before the City Council at their March 20th meeting.

Motion by Bommersbach, seconded by Prim, to approve option 2 from Landscape Structures, with the addition of swings if they fit and fall within budget. Motion carried.

Motion by Heinonen, seconded by Bommersbach, to approve the Resolution Authorizing Grant Submission to the DNR. Motion carried.

APRIL MEETING

The April meeting falls on the Special Election Day so Commissioners discussed an alternate date to hold their monthly meeting

Motion by Faver, seconded by Heinonen, to move the April meeting to Friday, April 14th at 4:30 p.m. Motion carried.

DIRECTOR'S UPDATES

Staff will be doing interviewing onsite and will be at the high school recruiting. The minimum age requirement for recreation is 15 and 18 for park's maintenance.

No-mow May will go to City Council for approval.

ADJOURNMENT

Motion by Heinonen, seconded by Faver, to adjourn the meeting at 6:45 p.m. Motion carried.

Respectfully submitted,

Lolly Randall
Administrative Assistant