

**PARKS ADVISORY COMMITTEE
MEETING MINUTES**

SEPTEMBER 8, 2008

1. CALL TO ORDER

Chair Earney opened the meeting at 6:00 p.m. Committee Members present: Chair Gene Earney, Katrine Nau, Denise McDowall Seyko, Vice Chair Kristi Uphoff, Brad Schnitzler, and City Council Liaison Patricia May. Committee Members Absent: Planning Commission Liaison Scott Marotz. Also Present: Public Works Director Michael Goebel, Community Economic Development Director Jim Thares and Mr. Marly Glines and Mr. Jim Brown from Dynamics Design & Land Company LLC.

2. APPROVAL OF MINUTES

Committee Member McDowall Seyko, motioned to accept the July 14, 2008 minutes as presented. Seconded by Council Liaison May, unanimous ayes, motion carried.

3. OLD BUSINESS

(order of discussion was changed)

3B. DISCUSS LAKE RIDGE PARK SWINGS

Public Works Director Goebel stated he has received all the bids for Lake Ridge Park swings and intends to install the swings this fall. The low bid was just under \$15,000.00 which includes installation, chips and a concrete boarder.

3A. COMMERCE PARK PRESENTATION

Community Economic Development Director presented an overview of the Commerce Park Preliminary Plat and Site and Building Plan Review. The City received a Development Application for a Preliminary Plat and Site and Building Plan Review of Commerce Park located in Big Lake Marketplace North. The owner, Dynmon LLC, is proposing a PUD mixed-use commercial, retail and open space development with Commerce Park Ballfield being the focal point of the area. The total gross area is approximately 28.5 acres and is broken down into

two (2) phases of development. Phase I will consist of retail and commercial business, health club, restaurants, outdoor recreation, baseball field, cinema/theater and parking lot. Phase II will consist of multi-use commercial/residential development, green space and commercial development. In Phase I the proposed baseball field will be located in Outlot A with the adjacent Outlot B being green space/parkland area. It was previously discussed in the Concept Plan review that the baseball field is the focal point of the project. The developer is proposing the City take ownership of Outlot A and Outlot B (open space). The City Staff comments along with Northwest Associated Consultants, Inc., (NAC) comments were reviewed. Some items of discussion included emergency access to the ballfield, covenants and when proposed ownership of the ballfield should be taken over by the City. Committee Member Schnitzler made a motion to recommend that the City supports the Commerce Park project and at some point the City consider taking ownership of the ballfield which will be determined at a later date. Seconded by Committee Member Nau, unanimous ayes, motion carried.

3C. DISCUSS LETTER OF RECOMMENDATION TO INSTALL TRAIL WHEN COUNTY ROAD 5 BRIDGE IS REPLACED

Included in the Parks Packet was a copy of the letter sent to Rhonda Lewis, Sherburne County Engineer regarding the recommendation that the Parks Committee made at the July 14, 2008 meeting recommending that the new bridge design includes an area that would accommodate pedestrian traffic so the trail systems would be linked together. No discussion.

4. OTHER BUSINESS

On Wednesday, September 24, 2008 at 3:00 p.m. will be a boat tour of Big Lake and Mitchell Lake. Public Works Director Goebel inquired if any Parks Committee Member would be interested in attending the tour. Park Members are to call Public Works Director Goebel if they are interested.

5. STAFF UPDATE – None

6. NEW BUSINESS

6A. DISCUSS OCTOBER MEETING DATE – CITY OFFICES CLOSED FOR COLUMBUS DAY

The October Meeting date for the Parks Advisory Committee falls on Monday, October 13, 2008, with this being Columbus Day City offices will be closed. The by-laws read that the meeting date will automatically be rescheduled for the following Tuesday, October 14, 2008. It was the consensus of the Board to keep the meeting date for Tuesday, October 14, 2008 at 6:00 p.m.

6B. DISCUSS GREEN WORKS GRANTS (KATRINE)

Committee Member Nau presented information regarding Project Learning Tree, which is a National Environmental Education Organization offering a Green Works Grant with funding available up to \$5,000.00 and matching funds. 100% of the grant can be anytime services. Public Works Director Goebel indicated that a potential project could be the trail system behind Committee Member McDowall Seyko's house that comes off of Aberdeen Way and connects to the trail by the swamp, there is a high point where a gazebo could be built, along with information boards and native species of plants, trees and shrubs that could be planted. The local schools, groups, and organizations will be incorporated into the project as it is a learning project. The grant application is due at the end of October. The Parks Advisory Committee is interested in pursuing the grant.

6C. DISCUSS FISHING PIER FOR LAKE MITCHELL

In 2006 Public Works Director Goebel wrote a grant for a fishing pier to be located on Lake Mitchell. This was an active grant but since then the DNR is out of money for piers. Public Works Director Goebel is looking at other organizations and businesses for funding and inquired if the Parks Advisory Committee would consider financing part or the entire fishing pier if no other funds come in. A sketch of the proposed fishing pier (64 foot pier) was reviewed with an approximate cost of \$ 25,000.00. It was the consensus of the Committee to fund part of the fishing pier and see what funds come in.

6D. COMMERCE PARK DISCUSSION

No discussion

7. ADJOURN

Committee Member McDowall Seyko motioned to adjourn at 6:57 p.m. Seconded by Committee Member Schnitzler, unanimous ayes, motion carried.