

**PARKS ADVISORY COMMITTEE
MEETING MINUTES
FEBRUARY 11, 2013**

1. CALL TO ORDER

Vice Chair Janae Stern opened the meeting at 7:01 p.m. Committee Members present: Janae Stern, Denise McDowall Seyko, Eugene Earney and Planning Commission Liaison Scott Marotz. Also Present: Public Works Director Michael Goebel and Sherburne County Community Health Coordinator Matt Jackson. Those Absent: Committee Members Katrine Nau, Renee Rossman and City Council Liaison Nick Christenson.

2. APPROVAL OF MINUTES

Committee Member Earney motioned to approve the January 14, 2013 Meeting Minutes. Seconded by Committee Member McDowall Seyko, unanimous ayes, motion carried.

3. OLD BUSINESS

3A. SMOKE FREE PARKS

Public Works Director Goebel informed the Committee that the idea of smoke free parks in the City was discussed at the last City Council meeting and the City Council was agreeable to the concept. Discussion took place with Sherburne County Community Health Coordinator Matt Jackson regarding a smoke free policy that will need to be drafted and the attorney fees involved for the review of the policy to prevent liability issues. Additional discussion included signage cost and enforcement procedures. The funds are also available for educational flyers, and grand openings of parks etc. The grant runs to the end of June so all costs would need to be incurred before June 30, 2013. Copies of other cities smoke free policies were distributed for review. Planning Commission Liaison Marotz made a motion to recommend to City Council to make all City Parks tobacco free. Seconded by Committee Member Earney, unanimous ayes, motion carried.

3B. BIG LAKE EXPO

Public Works Director Goebel informed the Committee that the Public Works Department will be renting a booth at the Big Lake Expo on March 3, 2013 from 11:00 am to 2:00 pm, to have information on the Water Plant and Waste Water Treatment Plant. The Parks Advisory Committee is welcome to have one or two Board Members present at the booth with park information. Discussion followed on what the Park Board wanted to have at the booth. Some items the Committee considered were City Park maps, video, a suggestion box for River Oaks Park, pamphlets on the Open House for River Oaks Park and a bar code scanner for apps on cell phones. Public Works Director Goebel will get a park pass to be given away. Committee Members Nau, Stern and Earney will already be at the Expo and will go back and forth between the booths.

4. OTHER BUSINESS

Public Works Director Goebel informed the Committee that the School and the City plan to apply for The Safe Route to School Grant. It would cover a trail down County Road 5 to Lions Park into the School area. Decreasing the speed limit on County Road 5 was discussed. Public Works Director Goebel stated it has been discussed with the County on previous occasions and is up to the State.

Public Works Director Goebel informed the Committee that the City Council approved the annexation of River Oaks Park.

5. STAFF UPDATE

Public Works Director Goebel informed the Committee that Senior City Planner Katie Larson resigned with the City. The City now has an Interim Planner, Ben Wickstrom.

6. NEW BUSINESS

Public Works Director Goebel stated the following items from the previous Parks Committee Meeting will be going before the City Council at their next meeting for approval:

Appoint Katrine Nau as Chair

Recommendation to change the Parks bi-laws to nine members

Remove house in River Oaks Park / approve the Fire Department to use it as fire training

Open House in River Oaks Park on June 2nd from 2:00 pm to 5:00 pm

Planning Commission Liaison Marotz received correspondence from NDSU Landscape Architecture Department in regards to River Oaks Parks. They stated that they will be focusing on in state projects.

Planning Commission Liaison Marotz has been in contact with a St. Cloud State University student who is doing her Capstone Project and is interested in River Oaks Park. She may meet with the Park Board in the future.

The Big Lake Fire Department is having a company conduct an asbestos test on the home in River Oaks Park.

7. ADJOURN

Committee Member McDowall Seyko motioned to adjourn at 7:45 p.m. Seconded by Planning Commission Liaison Marotz, unanimous ayes, motion carried.