

**PARKS ADVISORY COMMITTEE
MEETING MINUTES
JULY 13, 2015**

1. CALL TO ORDER

Vice Chair Janae Stern opened the meeting at 7:07 p.m. Committee Members Present: Janae Stern, Denise McDowall Seyko, Renee Rossman, David Schreiber and Paul Winters. Those Absent: Committee Member Katrine Naue, Planning Commission Liaison Scott Marotz and City Council Liaison Nick Christenson. Also Present: Public Works Director Michael Goebel, Mayor Raeanne Danielowski, Joel Odens and Josh Shields of Bolton and Menk.

2. APPROVAL OF MINUTES

Committee Member Schreiber made a motion to approve the June 8, 2015 Meeting Minutes. Seconded by Committee Member Stern, unanimous ayes, motion carried.

3. OLD BUSINESS

3A. DISCUSS PARKS & TRAIL MASTER PLAN

Public Works Director Goebel stated the City received a grant for \$25,140.00 to amend our Parks & Trail Master Plan. Joel Odens and Josh Shields from Bolton & Menk reviewed with the Committee the proposed scope of work for a Comprehensive Parks and Recreation Master Plan for the City of Big Lake. A schedule of the timeline was discussed due to the fact that the grant is requiring the project to be billed by the end of September. At this point an on-line survey will be available for public input and an open house will be held in the next week or two. Incorporating Big Lake Township and the County's plan with our plan was discussed. A Public Meeting was set for Monday, August 3, 2015 from 7:00 p.m. to 8:30 p.m.

3B. DISCUSS UPDATES ON RIVER OAKS PARK / GRANT

Joel Odens from Bolton and Menk updated the Committee on the Parks Legacy Grant. Approximately one third of the grant applications will make it through the first screening; if the City would make it through the first screening then the entire application for the Legacy Grant would need to be submitted. If the City does not qualify the Legacy Grant provides feedback on what the City can do in the future and we may also reapply next year. It could be as soon as August when we might hear back regarding if the City made the first cut.

3C. DISCUSS HUDSON WOODS DISC GOLF PROJECT

Public Works Director Goebel informed the Committee the project is complete with the disc golf installed in Hudson Woods with the only remaining item is to put signs on the T's. Public Works Director Goebel stated he will put the information about the disc golf in the City's newsletter. Public Works Director Goebel will call the West Sherburne Tribune to see if they would like to put this in the paper.

3D. DISCUSS MURAL PROJECT

Public Works Director Goebel along with the City Mayor Raeanne Danielowski met with an artist in regards to painting a couple of murals in the City. Public Works Director Goebel distributed a bid and drawings. Discussion followed. Public Works Director stated if the Committee is interested he would pursue writing a grant for the project. No action taken.

4. OTHER BUSINESS

Vice Chair Stern informed the Committee the pavilion is finished at the baseball field.

5. STAFF UPDATE - none

6. NEW BUSINESS

6A. DISCUSS NORLAND PARK PROJECT

Public Works Director Goebel stated presently this is a 1 acre site that could be developed into a 4 acre site when future development happens. There is a contractor showing interest in developing the second phase. There was discussion in updating other playground equipment in Mitchell Parks before we invest in Norland Park. Public Works Director Goebel stated Park Dedication money cannot be used for replacement equipment. Discussion followed.

6B. DISCUSS JEFFERSON SQUARE MEMORIAL PROJECT

Public Works Director Goebel informed the Committee that a committee is formed to research/plan a veterans memorial project in Jefferson Square. Preliminary plans of the project were reviewed by the Committee.

7. ADJOURN

Committee Member McDowall Seyko motioned to adjourn at 8:37 p.m. Seconded by Committee Member Rossman, unanimous ayes, motion carried.