

**PARKS ADVISORY COMMITTEE  
MEETING MINUTES**

**APRIL 27, 2026**

**1. CALL TO ORDER**

Vice-Chair Creighton called the meeting to order at 6:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Committee Members present: Scott Creighton, Kameron Hanson, Kim Noding, Lisa Odens, Megan Weber, and Jeff Webster. Committee Members absent: Doug Peterson. Also present: Streets, Parks, and Fleet Superintendent Norm Michels and Finance Director Deb Wegeleben.

**5. OPEN FORUM**

Vice-Chair Creighton opened the open forum at 6:01 p.m. No one came forward. Vice-Chair Creighton closed the open forum at 6:01 p.m.

**4. ADOPT AGENDA**

Committee Member Odens motioned to approve the agenda as presented. Seconded by Committee Member Hanson, unanimous ayes, motion carried.

**6. APPROVAL OF MINUTES**

Committee Member Noding motioned to accept the January 26, 2026 Parks Advisory Committee minutes as presented. Seconded by Committee Member Weber, unanimous ayes, motion carried.

**7. BUSINESS**

**7A. SKATEPARK DISCUSSION**

Michels asked the PAC to discuss and provide informal feedback regarding fencing and size of the skatepark at Lakeside Park. Hanson asked what type of skatepark was at Lakeside Park previously. Michels confirmed it was previously a modular design. Weber asked about the previous size. Michels stated that he doesn't have the specifics for its previous size. Hanson asked about the previous fence. Michels stated that it previously had a six-foot fence that had two openings. He

stated that he doesn't feel a fence is necessary and that it may send the wrong message. Michels stated that inground bowls aren't an option due to the drainage to the lake and potential stormwater issues, so everything needs to be at ground level or above.

Noding asked if the pictures in the PAC packet are proposed designs. Michels stated that they are examples to give some reference to the PAC on what an in-ground skate park might look like. Creighton asked about the costs that are listed with the reference pictures. Michels stated that the preliminary numbers that were brought to City Council for an in-ground concrete design is projected to be \$400,000 and the modular design cost was projected to be around \$320,000 to \$340,000 with the same size footprint as the previous skatepark.

Creighton recommended that there not be full fencing, but he is open to a four-foot fence in front of the parking lot portion. Noding agreed that full fencing is not necessary. Hanson expressed concern that skateboards could roll into the volleyball area if it is too close. Hanson asked about the cost of installing a full fence. Michels stated that a four-foot fully enclosed fence would be about \$1,500. Hanson recommended concrete barriers as an alternative. Michels stated that depending on the design and if there are ramps on the side where the volleyball court is located, fencing or barriers may not be needed. Odens asked if it could be included in the specification sheet that there be a design that prevents skateboards from being a hazard for the nearby amenities. Michels and Wegeleben confirmed that this is an option.

Weber asked about the Apple Valley reference. Michels stated it was the closest example that he could find for the PAC to reference. She stated that she agrees with staff's recommendation on using close to the same footprint as the previous skatepark so that there can be a good variety of features. Odens stated that with the playground being far enough from the skatepark there shouldn't be any concern of small children entering the skatepark as a safety hazard. Creighton stated his only concern would be the same as Hanson's to ensure that the volleyball court is far enough from the skatepark that there aren't any safety concerns. Creighton agreed with keeping the skatepark around the same size as it was previously.

Noding asked about grant funding. Wegeleben stated that the City has applied for grant funding and they won't be announced until the fall of 2026. Noding asked about Paul with City Skate. Michels stated that staff has kept in touch with him. Michels stated that staff will put together a specification sheet for the skatepark and bring it back for final review at an upcoming PAC meeting. Weber asked if a requirement for variety of features could be included. Michels stated that this can be included in the specification sheet. Weber asked if Paul with City Skate could help staff put together a specification sheet to ensure that the lowest bid is still a quality design with various features. Michels stated that he isn't sure if Paul is able to help with that, but he may have someone in his organization that could assist staff. Wegeleben stated that staff could ask neighboring communities for help as well. Michels stated that there are a few cities in Minnesota that have recently installed skateparks that he can reach out to for guidance.

Odens asked if there is a way to give a vendor a budget that they need to work with so that the design could be reviewed before being approved. Wegeleben stated that State Statute requires projects over \$350,000 it must go through the sealed bid process with a thirty-day notice.

## **7B. ARCHERY RANGE DISCUSSION**

Michels asked the PAC to discuss and provide informal feedback regarding the potential location of an Archery Range. Hanson stated that River Oaks is his preference. Creighton agreed that River Oaks makes the most sense. He stated that there aren't a lot of amenities and it is more isolated which is more safe than Sanford Select Acres Park which is smaller and used by children. He stated that there is more parking at River Oaks Park and it could encourage more people to use the space. He stated that he has family friends who participate in archery and it is a growing sport. Odens stated that she agreed River Oaks is a better option that seems much safer.

Weber asked if there is more space at Sanford Select Acres. Michels stated that because of the location of the parking lot at River Oaks Park, there is more limited space there than at Sanford Select Acres. He stated that if the archery range was installed where the RC car track is currently located, it would be up to an 80-yard shot. He stated that there is a section of River Oaks Park where an irrigator goes through and because of that it is landlocked. He stated that even with that information in mind, the perception of having an archery range at Sanford Select Acres could bring some concern and that is why he ultimately recommends River Oaks Park.

Weber asked how long of a range could be installed at River Oaks Park. Michels stated that depending on whether a dirt berm or wall is chosen, he is hopeful that the range could be up to 60 yards. Michels stated that he has experience with archery and he would ideally like to see 20-, 40-, and 60-yard ranges. He is also considering whether to install a crossbow target. He stated that he will do more research and bring back the discussion on range length and crossbow targets at a future meeting.

He stated that Bunker Hills Activity Center has very large ranges and walk through ranges. There are also elevated platforms that can be an option. Weber stated that her children joined the archery club and it would be nice to have local options for practice. Michels stated that Becker is hosting regional events on donated land that has fully covered stations. He stated that Big Lake will likely have a much smaller range due to space and funding limitations. Hanson asked about the Eagle Scout that is interested in helping with the project and if the project could be completed by the time it is due. Michels stated that it would need to be completed by spring of 2027 and his support would be for the physical labor. He stated that he has relayed to the Eagle Scout that there is no guarantee on a timeline as it still needs formal approval by City Council.

Odens asked if the archery range is approved if the work can be done in-house. Michels confirmed that the majority of the project should be able to be completed in-house. Hanson asked about potential cost. Michels stated the cost would be around \$15,000 and the majority of the cost would

be backstops and labor. He stated that backstops are a continual cost to replace depending on how heavily they are used. Hanson asked about the disc golf course's practice range and if it needs to be relocated. Michels stated that it would need to be moved, but because it is a practice tee, it shouldn't be an issue and he will consult with a disc golf course designer before making the change.

#### **7C. CURRENT BALANCE OF FUNDS UPDATE**

Wegeleben reviewed the current city budget pertaining to parks. Nodding asked if baby swings have been ordered for the new parks. Michels stated that because the measurements for infant swings are different, he cannot install them at all three new playgrounds, but that he should be able to order and install at least one. Wegeleben stated that backstops would be included in the general fund as an ongoing cost for general maintenance.

#### **7D. STAFF UPDATES**

Michels reviewed the status of current park projects and maintenance in the community. He stated that spring fertilizing has been completed in the parks and staff is working on playground inspections. He stated that once the inspections are completed, staff will update the Playground Replacement Plan. Michels stated that every park that is having playground equipment replaced will be included on the new Verizon system which should help with cost savings.

Michels stated that Lakeside Park playground installation will begin once rain clears up. He stated that Public Works staff has been staging the playground equipment so it is ready for installation. He stated that there is a section of sidewalk being replaced, then playground equipment will be installed, and finally the Pour and Play will be poured. Lake Ridge Park and Shores of Lake Mitchell playground installation will follow Lakeside Park's installation. Public Works staff will complete final grading and irrigation before they open to the public. Noding asked about the Pour and Play surface. Michels stated that it is 4.5 inches of poured rubber that is porous with rock underneath it to allow for water drainage. Michels stated that there are two small sections of Pour and Play under the swings and near the entrance at Powell Park. He stated that it should make maintenance easier for staff.

#### **7E. STRATEGIC PLAN STANDING ITEM**

Michels reviewed the Strategic Plan and asked for the PAC to recommend revisions as needed.

#### **8. COMMITTEE MEMBERS' REPORTS**

#### **9. OTHER**

Michels stated that the Mitchell Farms Park survey went to City Council and staff was directed to look into various options for amenities. He stated that he is requesting the PAC submit some

amenity options for staff to research and review and then a further discussion will be brought to a future PAC meeting. Noding mentioned that there are different types of playground equipment that can be less expensive and on a smaller scale. Michels stated that it would be a good idea to offer playground equipment that caters to different age groups.

Creighton stated that there were some people in attendance that entered after the open forum was closed.

Vice-Chair Creighton opened the open forum at 7:10 p.m.

Shawn 5636 Loon Drive: Stated that he is following up on Mitchell Farms Park. He appreciates that there are ongoing conversations regarding the park. He stated that some type of playground would be most beneficial with the demographics in the area. He stated that there are dozens of elementary school bus stops within walking distance of the park. He stated that although a basketball court may be used by some of the people living in the area, it wouldn't be best for the majority. He stated that most children enjoy using a playground and will be the best solution. He stated that the playground that was at the park before was liked by many that live in the area and that the survey results showed people in the area would support funding for replacement of a similar style playground. He stated that the community should be brought into the discussions that directly impact them as residents.

Emily 5636 Loon Drive: Stated that she bought the house because of the playground in the neighborhood and many of their neighbors did the same. She stated that the houses in the area have a high turnover rate and there are always families moving to the neighborhood. She stated that since the park has been removed she is noticing a lot of children biking in the roads. She stated that in the very least it would be nice to have some swings installed at Mitchell Farms Park.

Vice-Chair Creighton closed the open forum at 7:16 p.m.

## **10. ADJOURN**

Committee Member Weber motioned to adjourn the meeting at 7:17 p.m. Seconded by Committee Member Noding, unanimous ayes, meeting adjourned.