

PARKS & TRAILS COMMISSION MINUTES
February 23, 2015

The regular meeting of the Baxter Parks and Trails Commission was called to order at 4:00 p.m.

MEMBERS PRESENT: Commissioner Mari Holderness, Ken Hasskamp, Gail Brecht and Council Liaison Quinn Nystrom.

MEMBERS ABSENT: Chair Jim Kalkofen and Lori Thramer

STAFF PRESENT: Community Development (CD) Director Josh Doty

OTHERS PRESENT: None

Approval of the Minutes

Prior to the minutes being approved, it was noted that Commissioner Thramer was not at the last meeting, the minutes will reflect the correction.

MOTION by Commissioner Hasskamp, seconded by Commissioner Holderness to approve the regular meeting minutes of January 23, 2015 as presented. Motion carried unanimously.

Private Memorial Dedications

Acting Chair Brecht asked CD Director Doty to review the staff report with the Commission. CD Director Doty noted that at the last meeting the Commission asked staff to research the best options for the Baxter parks regarding memorials. Staff looked at several options including benches, picnic tables and trees. Staff initially was planning to recommend a bench and a picnic table option. CD Director Doty reviewed the two different bench options and how the memorial plaque is mounted within the bench. He indicated that staff is recommending the contemporary bench in a dark green color. Staff expressed that any memorial would need to be low maintenance and attractive and our goal was to find a bench that was different from the city's current park benches. Staff researched picnic tables of similar design to the bench but was not able to find a matching table. The majority of the memorial picnic tables offered were made of recycled material and not of a similar metal. Staff looked at several suppliers and decided on going with a bigger supplier that would hopefully stay in business to provide the same benches for years into the future.

CD Director Doty stated that staff would like to start with benches and see how well it works, noting the Commission could add other memorial items in the future. Staff struggled with the tree option from a maintenance perspective and with a concern of what the city would do when trees die and potential expectations that the city replace them.

The Commission decided the bench memorial was a good choice as it could go into any park or along trails. Commissioner Hasskamp asked if there has been much interest in the memorial program. CD Director Doty stated that there was a request for a memorial some time ago and then recently, staff received a request for a bench memorial at Whipple Beach. CD Director Doty stated that staff thought about purchasing one bench to have available at Public Works if anyone wanted to look at it prior to purchasing it.

CD Director Doty stated that staff would take each memorial bench request to the Parks Commission and City Council for site approval. Staff would work with the person donating in advance if they propose a location that staff is concerned with or is in an area planned for future park improvements. This was the consensus in other cities as well.

MOTION by Commissioner Hasskamp, seconded by Commissioner Holderness to recommend City Council

approve Bench Option Two in dark green for the Baxter Memorial Bench Program as presented by staff. Motion carried unanimously.

OK & LT Park Pavilion Update

CD Director Doty put a memo together to help the Commission understand the complexity of the pavilion repair discussion. He reviewed each pavilion with the Commission and explained how the condition varies with each pavilion. CD Director Doty indicated that the age of the pavilions has to be taken into consideration and whether the pavilions should have money put into them or if it makes more sense to replace them. Staff is currently trying to determine a cost for each repair so that staff can develop recommendations. Staff does not have the original plans of these pavilions so additional work is also needed to determine footing depth. CD Director Doty stated that there is not enough information yet to make a sound staff recommendation. He added that any safety related repairs may need to be made immediately.

Acting Chair Brecht asked if rebuilding the pavilions would come out of the Park Dedication Fund. CD Director Doty thought it would come out of Park Dedication Fund. Acting Chair Brecht asked if the recommendation would be available for the next meeting. CD Director Doty stated staff will work on having a recommendation at the next meeting. CD Director Doty stated there may need to be some tough decisions made in the future.

Comprehensive Plan Update

Parks Chapter

CD Director Doty placed this in the packet just to show the Commission the final parks chapter with the new Baxter pictures. He reviewed the pictures with the Commission. He stated this Commission has done a lot of work to grow the parks plan.

Demolition of Storage Building at OK Park

CD Director Doty stated that this went to City Council at their last meeting. Parks Department had this demolition in the park maintenance budget for 2015. Acting Chair Brecht stated that this building has been discussed for demolition for a few years. CD Director Doty stated that the electrical is tied into the building and would need to be relocated, thus the higher electrical cost.

Other Business

Commissioner Hasskamp indicated that he will not be available for the March 23, 2015 Park meeting.

Adjournment

MOTION by Commissioner Hasskamp, seconded by Commissioner Holderness to adjourn the meeting at 4:40p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Acting Chair Gail Brecht

Shanna Newman CD Clerk