

PARKS & TRAILS COMMISSION MINUTES
September 28, 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, Acting Chair Gail Brecht, Melissa Barrick and Council Liaison Quinn Nystrom

MEMBERS ABSENT: Chair Jim Kalkofen

STAFF PRESENT: Community Development (CD) Director Josh Doty and Planner Matthew Gindele

OTHERS PRESENT:

Approval of the Minutes

MOTION by Commissioner Barrick, seconded by Commissioner Hasskamp to approve the regular meeting minutes of August 24, 2015 as presented. Motion carried unanimously.

OK Park Pavilion

CD Director Doty gave the Commission an overview of the staff report. CD Director Doty stated that City Council approved a proposal from WSN to manage the construction including bidding out the project. He said that as part of the early discussions, it was determined that to raise grade for the pavilion, the basketball court would need to be removed. He added that it could be re-installed or not. CD Director Doty stated that the comp. plan indicates a basketball court improvement is in the medium term timeline of the plan. Acting Chair Brecht stated that the basketball court could be distracting for the pavilion and that the Commission could evaluate it after the pavilion is in place. Commissioner Hasskamp stated that it was a medium term priority because there was a court there but for him the priority changes if the court is removed. CD Director Doty stated if the Commission is supportive of looking at doing a court now, that we could look into it. He added that we might save money if we tie it into the pavilion project because they will already be working on site. Acting Chair Brecht stated that we should also look at a fence so the balls don't impact people using the pavilion. Council Liaison Nystrom stated that the boulevard sidewalk with trees should provide some blockage from the courts. The Commission discussed that their preference is to do a half court at this time. Council Liaison Nystrom asked if staff could provide some half court options and prices. CD Director Doty responded that staff could provide that at the next meeting.

CD Director Doty stated that an idea was mentioned at the City Council to move the boulevard toward the tennis courts. The Commission agreed that they like the boulevard in the location shown on the site plan. Commissioner Barrick asked if there was any interest in having some green space between the court and the boulevard. The Commission agreed that they do not want a full-court in this location and that having some green space would be good. CD Director Doty verified that the comprehensive plan does not have anything binding to a full-court in this location.

Park Memorial Bench at OK Park

Planner Gindele reviewed the location of the bench on a map included in the packet with the Commission. He indicated that this is our 4th application. Planner Gindele stated that Park Supervisor Rauen and he had walked the requested locations and had no concerns with future park improvements for the bench location. Planner Gindele explained that this bench is being proposed at OK Park facing the trail. The inscription is one that is approved on the application. Staff supports the location of the bench and the inscription.

Council Liaison Nystrom asked if we are notifying applicants once the bench has been installed. Planner Gindele said that we have not. CD Director Doty said that we will notify applicants so that people know that

the installation has been completed. Council Liaison Nystrom asked if we could add a line to the application to ask how they heard about this program. CD Director Doty said that staff would add that question to the application form.

MOTION by Commissioner Hasskamp, seconded by Commissioner Barrick to approve the Park Memorial Bench donation, location and inscription at OK Park, as presented. Motion carried unanimously.

Music Festival

Council Liaison Nystrom stated that all good ideas are taken from other great ideas. Staff asked her to bring up the concept initially to the Council to make sure they had initial support and luckily they indicated their support. She went to the lakes area music festival in July in Gregory Park. She said that Scott Lykins started a specific non-profit two week series in August. But they did a pre-concert on an evening where you bring your own chairs and there was no charge. She stated that our parks are so nice that it might be nice to host our own small concert series and maybe tie that into our ribbon cutting with the pavilion. Staff did check the city's current insurance policy and that part is already covered. Council Liaison Nystrom said that Scott also already has the approval so that they can play other people's music they are legally covered for that part. Council Liaison Nystrom said Brainerd's is more comprehensive but that we could do something smaller, which would be a nice way to showcase the park and new pavilion. Commissioner Hasskamp stated that he thinks it is a great idea. He said he knows that they do this in Crosby and they are very well attended. Commissioner Barrick stated that they also have concerts in Crosslake and Pequot. Commissioner Barrick asked about the cost. Council Liaison said that the cost last year was \$250 for their concert. The second cost would be the rental cost for the pavilion. CD Director Doty stated that if this is a City event, that we would not charge for the pavilion but suggested that once we have the dates, that we book the pavilion so that it isn't rented.

CD Director Doty stated that staff wants to make sure that the pavilion is done and recommended August. Council Liaison Nystrom would check on dates. Council Liaison Nystrom said that staff could do the ribbon cutting just before the concert so that more people were there for the ribbon cutting. She added that Scott said that we could also ask if there are other people in the area that might be willing to perform, perhaps without cost. Commissioner Barrick stated that the Chamber would also post the concert. Council Liaison Nystrom said that we might want to make sure we don't have it the same night as Brainerd. Acting Chair Brecht added that it should be coordinated around sporting activities at the park. Commissioner Barrick stated that you could consider a donation box. Acting Chair Brecht said that you could also consider a sponsor.

Movie Night

Council Liaison Nystrom said that a Baxter citizen had brought up this idea to her. She said that this could be the same idea as the concert but that we should ask him if he is willing to use his equipment and to ask if he has legal permission to show movies to the public. Acting Chair Brecht stated that the library pays \$500 for two years to play movies and the school likely has permission. CD Director Doty said that staff could contact the school to see what they do. Commissioner Barrick stated that maybe the library would be willing to sponsor the event to use their approval.

Whipple Beach Update

CD Director Doty gave the Commission a brief update on Whipple Beach construction projects. He stated that the city is constructing the trail north of the pavilion that ties into the high side of the beach. He also stated that the city is also under construction with the ADA observation deck.

Commissioner Barrick stated that the buoys were removed before Labor Day and boats were getting close to the beach. She asked when they take them out. CD Director Doty said that staff does take the buoys out before the triathlon event and then has not put them back for the Labor Day weekend because many times the weather is cool enough where there is not a lot of swimming that occurs that weekend. He said there is not a formal policy

but are open to the discussion. Commissioner Barrick said that it may be something to consider if the weather is supposed to be hot.

Memorial Park Benches Update

CD Director Doty gave the Commission a brief update on three existing benches. He said that all three benches have been installed with the plaques completed. He said there are two at Whipple Beach and one at OK park. He added that when he went to OK park, there were people using the bench that is adjacent to the playground equipment. The Commission was pleased and surprised at the interest in the program.

Jewelwood Park Update

CD Director Doty gave the Commission a brief update that construction has started with regard for grading the park. He added that the playground equipment would be installed the third week in October. Council Liaison Nystrom suggested that we consider a ribbon cutting. She said that we could consider a press release to the newspaper. CD Director Doty said that staff would stay in contact with the Commission as the details are figured out.

Riverview Park Update

CD Director Doty gave the Commission a brief update that the Riverview Park directional signs have been installed and that the boardwalk has been completed.

Other Business

Commissioner Barrick said that the Recycling Association of Minnesota has grants available to get bins. The grant should be available in the spring. She added that there is an application process. She reviewed other grants that have been issued for other locations. CD Director Doty said that there would be a cost for maintenance staff to haul the recycling from the parks. CD Director Doty said that they would bring this up at the next budget meeting with the City Council.

The next meeting is scheduled for October 26, 2015 at 4:00 pm.

Adjournment

MOTION by Commissioner Holderness, seconded by Commissioner Hasskamp to adjourn the meeting at 5:12 p.m. Motion carried unanimously.

Approved by:

Respectfully submitted,

Acting Chair Brecht

Josh Doty, Community Development Director