



AGENDA ITEM #10

REPORT TO CITY COUNCIL

Report Prepared by: Nancy Malecha

Date: January 5, 2016

Subject: Administration – General Information

Report: The following items are attached for Council review.

- December 10, 2015 Draft Park Commission Minutes
- December 15, 2015 HRA Minutes

Council Action Requested: No Council action requested.

**PEQUOT LAKES PARK COMMISSION
THURSDAY, DECEMBER 10, 2015
CITY HALL**

Members Present: Commissioners Bruch, Caouette, Nagel, Nordby, and Ronning

Members Absent: Chair Malecha and Commissioner Ettesvold

Also Present: Pete Clement, Maintenance Worker, and Dawn Bittner, Zoning Specialist

1. Call Meeting to Order

Commissioner Ronning called the meeting to order at 5:00 p.m.

2. Consider Agenda

COMMISSIONER NAGEL MOVED TO APPROVE THE AGENDA. COMMISSIONER CAOQUETTE SECONDED THE MOTION. THE MOTION CARRIED 5-0.

3. Park Commission Minutes

COMMISSIONER NORDBY MOVED TO APPROVE THE NOVEMBER 12, 2015 PARK COMMISSION MINUTES AS READ. COMMISSIONER NAGEL SECONDED THE MOTION. MOTION CARRIED 5-0.

4. Elect a Chair and Vice-Chair for 2016

COMMISSIONER NAGEL NOMINATED COMMISSIONER RONNING TO BE THE PARK COMMISSION CHAIR IN 2016. COMMISSIONER NORDBY SECONDED THE MOTION. MOTION CARRIED 5-0.

COMMISSIONER RONNING NOMINATED COMMISSIONER NORDBY TO BE THE PARK COMMISSION VICE-CHAIR IN 2016. COMMISSIONER NAGEL SECONDED THE MOTION. MOTION CARRIED 5-0.

5. Mayo Lake Nature Preserve – Directional Signs

Dawn Bittner explained Nancy Adams had requested signs marking the paths for walking and snowshoeing. The City plans to meet with Tom Beaver in mid-December to discuss the cross country ski trails he would like to help design at Mayo Lake Park. The property will need to be surveyed prior to construction of the ski trails. The ski trails may use some of the existing paths. The number of

signs and style would need to be determined in order to estimate the cost. Staff recommends postponing this decision until additional decisions are made.

Nancy Adams has heard complements regarding the bench overlooking the lake.

There will also be an article in the Echo in May that will include information on the Mayo Lake Park.

6. Other Business

There was no further business to discuss.

7. Adjournment

There being no further business, **COMISSIONER BRUCH MOVED TO ADJOURN THE MEETING. COMISSIONER NAGEL SECONDED THE MOTION. THE MOTION CARRIED 5-0.**

The meeting adjourned at 5:05 p.m.

Respectfully Submitted,

Dawn Bittner
Zoning Specialist

December 15, 2015

Pequot Lakes Housing & Redevelopment Authority

Commissioners present: Robert Ritter, Bob Peterson, Clara Nelson, Jane Ness
Also present: Executive Director-Barb Carlson, Assistant Director-Deb Hays,

***Call Public Meeting to Order**

5:15 Chairman Ritter called Public Hearing to order, no comments. 5:16 Chairman Ritter closed Public Hearing.

***Call Regular Meeting to Order**

5:16 p.m. Chairman Ritter called the meeting to order.

***Consider Agenda/Changes**

Board member reported an error on the November 17, 2015 Minutes. Adjournment was moved by Peterson, not Ness.

***Consent Agenda/Regular Meeting**

Motion to accept the Minutes, Payment of the Bills and Financials.

Moved by Peterson, Seconded by Ritter, All Ayes; Motion carried

***West Grove**

No Business

***Sibley Terrace**

Director Carlson discussed the 5-year CFP and 2016 Annual CFP plans. Funds will go into the operating account. Resolution passed to approve 5-year CFP and Annual CFP plans.

Moved by Peterson, Seconded by Ness, All Ayes; Motion carried

***ParkView**

No Business

***Alpine**

No Business

***Executive Director's Report**

Director Carlson will be contacting HUD regarding carpet procurement.

***Maintenance Engineer's Report**

No Business

***Other Business**

No other business.

***Open Forum**

Tenant raised concerns about pedestrians in regards to the Roundabout scheduled to be put in place of the current traffic signals. It was suggested to ask the City for a map of the completed project.

***Adjournment**

5:30 p.m. meeting adjourned.

Moved by Ness, Seconded by Ritter, All Ayes; Motion carried.

Chrm. _____

Sec. _____