

**PEQUOT LAKES PARK COMMISSION  
MINUTES  
THURSDAY, MAY 12, 2022  
CITY HALL**

**Members Present:** Chair Johnson, Commissioners Churack, Clement, and Lind

**Members Absent:** Commissioners Boucher, Melby, and Moeller

**Also Present:** Nick Roy, Public Works Lead; Dawn Bittner, Zoning Specialist; and Jenni Gonczy, Splash Pad Committee

**1. Call Meeting to Order**

Chair Johnson called the meeting to order at 5:00 p.m.

**2. Consider Agenda**

**COMMISSIONER CLEMENT MOVED TO APPROVED THE AGENDA AS PRESENTED. COMMISSIONER CHURACK SECONDED THE MOTION. THE MOTION CARRIED 4-0.**

**3. Park Commission Minutes**

**COMMISSIONER LIND MOVED TO APPROVE THE APRIL 14, 2022; PARK COMMISSION MINUTES AS PRESENTED. COMMISSIONER CLEMENT SECONDED THE MOTION. MOTION CARRIED 4-0.**

**4. Change Meeting Day Discussion**

Ms. Bittner explained the Council is looking at making changes to the regular meeting schedules to accommodate for some City needs and changes, as well as to streamline operations for City Staff. They are looking at holding all city meetings on Mondays. The potential day change would be the fourth Monday of each month at 5:00 PM. Of the members present, their comments were:

Commissioner Lind: Anytime on Monday is fine;

Commissioner Churack: Monday is fine;

Chair Johnson: Currently has Thursdays off, works Mondays until 5:00 PM. Would need to see if it is possible to leave early. The 4<sup>th</sup> week is the busiest week of the month.

Commissioner Clement: He has Scout meetings on Mondays during the school year.

When asked about the next meeting date, Bittner stated that the Council has not made the decision to change the dates yet, so the next meeting likely will be June 9.

5. Bands in the Park

Ms. Bittner informed the Commission that Trailside Center is not available as a rainout location and that Jenny Peterson is waiting to hear from Our Saviors Church.

Regarding volunteers for the evaluations each week, the Park Commission suggested contacting Commissioner Boucher to see when he plans to attend and the other Commissioners will fill in the schedule. Bittner will contact Commissioner Boucher.

It was the consensus of the Park Commission to place Bands in the Park on the Community Sign over Memorial Weekend to inform visitors that may not be aware of the weekly concerts.

6. Splash Pad Fundraising Update

Jenni Gonczy gave an update on the fundraising efforts:

Cash in hand \$86,416; total funds \$142,684 with the City funds.

Ms. Gonczy requested to be notified if the meeting day changes.

7. Capital Improvement Plan

Ms. Bittner explained the Park Commission is to review the items for Trailside Park Improvements listed on the 2022 City Work Plan and decide what should be included in the grant. After reviewing the 7 items, their comments were:

- Commissioner Churack held up a grant proposal and asked if this is the grant Bittner was referring to. If so, someone was to attend a meeting and explain it to the Commission but no one has yet.
- Splash Pad – Being constructed and should probably not be included in the grant.
- Bathroom – Commissioners asked if there has been a design and estimate provided.
- Funding – Assume funding would come from the grant, but some funding may be included in the budget or capital improvement plan.
- Parking lot – Commission consensus was the parking area at the north end of the park needs to be improved and paved. The Commissioners

requested an update regarding a plan for the lumber yard to cease use of that area.

- Pickleball Courts – Have potential locations been discussed and how many. Commission consensus was pickleball courts should be considered in other parks and the south half of Trailside Park. They should not be included in the north half of Trailside Park.
- Replace Community Sign – Park Commission not aware of changes to sign ordinance and that a digital sign would be allowed. Has someone begun collecting estimates and designs? The Commissioners agreed the Community Sign should be replaced prior to investment in pickleball courts.
- Lighting – This was a budgeted item for 2021 so the funds should be in the Carryover Fund.

8. Franchise Fees

Ms. Bittner reported the City received \$4,153.76 from Minnesota Power and \$1,326.00 from Crow Wing Power.

9. Next Meeting Date – To be Determined

The Commission will plan on the next meeting taking place June 9; City Staff will notify them if there is a day change.

10. Other Business

Commissioner Churack reported there are 20 pieces of artwork on posts in 10 locations. She provided a survey and 10 are in very poor condition and need to be removed immediately. There are only a couple that are in good condition. It was agreed that 5 stands (10 posts) would be removed and the artwork in better condition would be placed on the remaining 5 stands. Commissioner Churack will notify Mr. Knutson. Nick Roy stated one stand needs to be removed for the Splash Pad.

Chair Johnson stated there has been dumping at the end of the road at Mayo Park. He suggested a camera may be helpful in identifying the individuals. Nick Roy reported he just received the “No Dumping” signs he ordered for this area and has talked with Chief Klang regarding cameras.

11. Adjournment

There being no further business, **COMMISSIONER CLEMENT MOVED TO ADJOURN THE MEETING. COMMISSIONER CHURACK SECONDED THE MOTION. THE MOTION CARRIED 4-0.**

**The meeting adjourned at 5:58 p.m.**

**Respectfully Submitted,**

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**Dawn Bittner**  
**Zoning Specialist**

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