

**PEQUOT LAKES PARK COMMISSION
THURSDAY, JUNE 13, 2019
CITY HALL**

Members Present: Chair Ronning, Commissioners Kim Churak, Johnson, Maher

Members Absent: Commissioners Melby, P. Churak and Sjoblad

Also Present: Nancy Malecha, City Administrator; Dawn Bittner, Zoning Specialist;

1. Call Meeting to Order

Chair Ronning called the meeting to order at 5:02 p.m.

2. Consider Agenda

COMMISSIONER JOHNSON MOVED TO APPROVE THE AGENDA. COMMISSIONER K. CHURAK SECONDED THE MOTION. THE MOTION CARRIED 4-0.

3. Park Commission Minutes

COMMISSIONER MAHER MOVED TO APPROVE THE MAY 9, 2019, PARK COMMISSION MINUTES AS READ. COMMISSIONER JOHNSON SECONDED THE MOTION. MOTION CARRIED 4-0.

4. Trailside Park Improvements

a. Splash Pad Presentation

Chair Ronning updated the Commission on the Splash Pad concept that was provided by Jeff Corniea. Discussion ensued regarding what has been approved and what will be presented to the City Council.

b. Flag Display

Chair Ronning updated the Commission on the Flag Display concept that will run along Main Street from Government Drive to Patriot Avenue on both sides of the road. Chair Ronning stated the City Council approved this concept and we are now going forward to get bids for the project. Discussion ensued regarding tree removal, lighting of flags and flag etiquette. Consensus of the Commission is have Minnesota flag fly at the same height as all other state flags and the United States flag will be illuminated.

5. 2020 Budget and Capital Improvement Plan

Ms. Malecha reviewed an excerpt of the Capital Improvement Plan from the February 13, 2019 meeting minutes. In 2019, plant trees and place more silhouettes in Pequot Lakes Dog Park and the flag display project. In 2020, replace/repair the Paul Bunyan chair at Bobber Park and the splash pad project. In 2021, Sibley Lake Park improvements which include replacing the outhouse and stairs. She suggested adding bathroom and parking lot to 2020 budget but not wanting to increase levy. Discussion ensued regarding which projects should be priority in the 2020 and 2021 budgets.

Consensus of the Commission for the Capital Improvement Plan (depending on budget) is as follows:

2019 Budget: Sibley Lake Park outhouse replacement, Flag Display

2020 Budget: Splash Pad, Potential bathroom and parking lot at Trailside Park

2021 Budget: Replace Sibley Lake Park steps, replace / repair Paul Bunyan Chair in Bobber Park, silhouettes and trees in Dog Park

Ms. Malecha went through the budget with the Commission. Discussion ensued regarding the budget for 2020, which all 2019 numbers seem to be correct for the budget for 2020.

The Commission would like staff to get a quote on digging a potential power line from the band shelter to trees in southwest corner of the north portion of Trailside Park.

6. Bands in the Park

Chair Ronning asked for volunteers to help with being contacts for the Bands in the Park. Volunteers are asked to put up signs and open Trailside Center if there is inclement weather, as well as the contact for the Band if they have any questions, and also pass out evaluations for the bands the night of the performance. Ms. Bittner handed out a copy of the dates of each performance and asked if volunteers could all commit to a couple nights to be in charge of.

7. Next Meeting

Chair Ronning asked if anyone would be absent from the July 11, 2019 meeting. All members in attendance will be at the June 11, 2019 meeting.

8. Other Business

Chair Ronning stated that a person offered to purchase 2 Dog Park Benches. She received the quote from Jason Gorr and she said please make the benches. He also inquired about the sign for the dog park on Patriot Avenue is in the wrong place. Ms. Malecha will look into the policies.

Chair Ronning stated that two bolts in the bottom of the sign are missing from the Babinski sign at Sibley Park.

Chair Ronning said the bobber flower pot tops are not set correctly. He will talk with Barb Merritt to get a solution.

9. Adjournment

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

The meeting adjourned at 6:34 p.m.

Respectfully Submitted,

Jennifer Peterson
Administrative Assistant