

1. Agenda Docs

Documents:

- ITEM 1. PARC AGENDA 7-27-23.PDF
- ITEM 2. 3-23-23 REGULAR MEETING MINUTES.DRAFT.PDF
- ITEM 2. 6-21-23 SPECIAL PARC MINUTES.DRAFT.PDF

AGENDA
REGULAR MEETING
PARKS, ARTS & RECREATION COMMISSION
July 27, 2023 – 8:00 a.m.
Bridge Room – Monticello Community Center

1. General Business

- A. Call to Order
- B. Approval of Agenda – *Items may be added for discussion purposes or approval.*
- C. Approval of Meeting Minutes
 - Regular Meeting Minutes from March 23, 2023
 - Special Meeting Minutes from June 21, 2023
- D. Citizen’s requests and comments
- E. Commissions Liaison Updates: None

2. Regular Agenda

- A. Park Needs Assessment Update & Presentation from Bolton & Menk

3. Updates

- A. MontiArts Update (SS)
- B. MCC Operations Update (SC/TH)
- C. General Park Updates (TP)
 - Riverfest Recap
 - West Bridge Park
 - Bertram Project
 - Grant Applications
 - East Bridge Park

- a. Next Regular Meeting: September 28, 2023

4. Adjournment

DRAFT

MINUTES
PARKS, ARTS & RECREATION COMMISSION MEETING
THURSDAY
March 23, 2023 - 8:00 A.M.
BRIDGE ROOM – CITY

“To enhance community pride through developing and maintaining City parks with a high standard of quality.”

Members Present: Julie Jelen, Janine Kopff, Adam Leiferman,
Sam Murdoff, Maria Onnen, Daryl Tindle, Mercedes Turner

Staff Present: Sara Cahill, Beth Green, Tom Pawelk, Sue Seeger

1. General Business

- A. Call to Order: Janine Kopff called the meeting to order at 8:03 a.m.
- B. Approval of Agenda
 - Hunters CrossingDARYL TINDLE MOVED TO APPROVE THE AGENDA. MOTION SECONDED BY JULIE JELEN. MOTION CARRIED.
- C. Approval of Meeting Minutes
 - Regular Meeting Minutes from January 26, 2023JULIE JELEN MOVED TO APPROVE THE REGULAR MEETING MINUTES FROM JANUARY 26, 2023. MOTION SECONDED BY MERCEDES TURNER. MOTION CARRIED.
- D. Citizen’s requests and comments
 - Adam Leiferman said his wife visited the new play space at MCC and all the kids had a great time for 2 hours!
- E. Commissions Liaison Updates
 - Bertram Advisory Council (DT)Tindle said the council met on 3/3/23. They voted to change the size and makeup of the advisory council. By removing some of the positions, it will make it easier to have meetings and for more people to be involved and to show up. Two citizen at-large members resigned. Total number went from 12 to 8. Next meeting is 4/7/23. Meetings were decreased to 4 meetings/year.

2. Regular Agenda

- A. Review Open Meeting Law requirements per MN State Statute Sec 13ED.02.
Tom Pawelk shared a letter from City Clerk Jennifer Schreiber regarding the Open Meeting Law Rules.
- B. Consideration to accept resignation of Chair Lynn Anderson.

Lynn Anderson submitted her resignation in an email to Tom Pawelk.

DARYL TINDLE MOVED TO ACCEPT THE RESIGNATION OF CHAIR LYNN ANDERSON. MOTION SECONDED BY MERCEDES TURNER. MOTION CARRIED.

- C. Consideration of nominations for Chair and Vice-Chair.
JANINE KOPFF KMOVED TO NOMINATE JULIE JELEN FOR PARC CHAIR. MOTION SECONDED BY MERCEDES TURNER. MOTION CARRIED.
- D. Discussion of National Fitness Campaign grant for outdoor fitness court presentation provided by NFS.
Tom Pawelk introduced James with the National Fitness Campaign. He explained about the program, the potential partnership and what they bring to the community. It is a fitness court and there is an app with the program. This would be an outdoor fitness court in one of our parks. Following the presentation, discussion included the pros and cons of outdoor fitness court, the costs, potential grants, partners, etc. Pawelk said that he contacted the CentraCare Hospital and if we choose to move forward, they may be interested in supporting the project somehow. With our Park Needs Assessment in the planning phases, the consensus from the commission is to wait until the Needs Assessment is complete before making a decision to move forward or not.
- E. Discussion of Parks Commission role for Bertram Chain of Lakes Advisory Council.
Tom Pawelk explained that with the refining of the Bertram Chain of Lakes Advisory Council, the PARC role has changed to include being the recommending body for decisions at the Bertram Chain of Lakes Athletic Park.

3. Discussion of Added Items

- Hunters Crossing Park: Pawelk said that it was brought to his attention that the Monticello Rotary made plans to create a pollinator garden in Hunters Crossing Park and they intended to manage a bee farm at the park. This was never approved by staff or Council. Pawelk contacted them to let them know that this is not an option in a public city park

4. Updates

- A. MontiArts Update (SS) Updated included in agenda packet.
B. MCC Operations Update (SC/TH) Update included in agenda packet.

C. General Park Updates (TP).

- West Bridge Park: There may be a special meeting in April to discuss the downtown Walnut project. The overall project is estimated at \$10M.
- 25% Bertram Plans: Hoping to have 50% plans to share in April.
- DNR Grant: Due next Friday for Outdoor Rec Grant. Monticello was awarded a \$30,000 Grant for our EAB program, so that will help with the inventory and assessment.
- East Bridge Park: There is a possible expansion as the adjoining property owner is looking to sell. The offer will be presented to City Council on Monday. This is a closed special meeting.

5. Schedule Next Meeting

Next Regular Meeting: May 25, 2023 at 8 a.m.

6. Adjournment

DARYL TINDLE MOVED TO ADJOURN THE MEETING AT 9:31 A.M. MOTION SECONDED BY JANINE KOPFF. MOTION CARRIED.

RECORDED BY: Beth Green

DATE APPROVED:

ATTEST: Tom Pawelk

DRAFT

MINUTES
SPECIAL PARKS, ARTS & RECREATION COMMISSION MEETING
THURSDAY
JUNE 21, 2023 - 8:00 A.M.
BRIDGE ROOM – CITY HALL

Members Present: Julie Jelen, Janine Kopff, Adam Leiferman,
Maria Onnen, Daryl Tindle, Mercedes Turner

Absent: Sam Murdoff

Staff Present: Sara Cahill, Beth Green, Tom Pawelk, Sue Seeger

1. General Business

A. Call to Order.

Julie Jelen called the meeting to order at 8:00 a.m.

2. Special Meeting Agenda

A. Consideration to review applications and recommend approval of appointing a new Parks, Arts & Recreation Commission member to fill the remaining term of the vacant seat thru 12/2023.

JULIE JELEN MOVED TO RECOMMEND APPOINTMENT DANIELLE MURDOFF TO FILL THE REMAINING TERM LEFT VACANT BY LYNN ANDERSON THRU 12/2023. MOTION SECONDED BY MARIA ONNEN. MOTION CARRIED.

B. Consideration of approving a design change to Bertram Chain of Lakes Athletic Park South overflow drive.

ADAM LEIFERMAN MOVED TO RECOMMEND DESIGN CHANGES AS PRESENTED TO THE SOUTH ENTRANCE OF THE SOUTH PARKING LOT. MOTION SECONDED BY MERCEDES TURNER. MOTION CARRIED.

C. Consideration of approving Bertram Chain of Lakes Regional Athletic Park Open-Air Park Shelter plans for phase 2 improvements. Increase size to 20 x 40 would be a better size.

MARIA ONNEN MOVED TO RECOMMEND APPROVING THE PARK SHELTER FOR THE PHASE 2 IMPROVEMENTS AT THE BERTRAM CHAIN OF LAKES REGIONAL ATHLETIC COMPLEX. MOTION SECONDED BY ADAM LEIFERMAN. MOTION CARRIED.

3. Adjournment

Meeting adjourned at 8:30 a.m.

RECORDED BY: Beth Green

DATE APPROVED:

ATTEST: Tom Pawelk