



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft Park & Recreation Advisory Board

Thursday, May 17, 2018

7:00 PM

City Hall 2nd Floor Training Room

I. Call to Order and Approval of Agenda

Vice Chair David Hvistendahl called the May PRAB meeting to order at 7:10pm.

A motion was made by Board Member Lutsky, seconded by Board Member Jothen, to approve the May 2018 agenda. The motion carried unanimously.

II. Approval of Minutes

1. [18-275](#)

Attachments: [PRAB Meeting Minutes - April](#)

A motion was made by Board Member Jothen, seconded by Board Member Keeler, to approve the April 2018 PRAB minutes as written. All in favor. Motion carried.

III. Public Comment

There was no public comment.

IV. Reports and Discussion Items

2. [18-276](#)

Staff Reports

Attachments: [Recreation Report.pdf](#)

[Park Report.pdf](#)

[Comm Ed Report.pdf](#)

Community Education - Melissa updated members on the current programs running through Community Ed. The department is busy preparing for summer programs which will kick off on June 11. Between 40 - 50 students have been hired for the summer, along with the summer intern.

Recreation Department - Maintenance is being preformed at the arena while the ice is out. The pool is scheduled to open June 4th with reduced hours until school is out.

Park Department - The walking trails have been swept. MN Parks & Turf Association is preparing a plan for work to be done at 1st National Field the end of August. Discussion was held on base placement on the Way Park field. Native plantings and burns missed the window of opportunity, so will have to be done in spring 2019. The fountain at Bridge Square is working. 6 new flower planters have been added to the east river commons area. Downtown flower baskets will be hung June 1.

V. Unfinished Business

3. [18-277](#) Northfield Pedestrian, Bike, Park Trail System Request for Proposal Update

The Northfield Pedestrian, Bike, Park Trail System Request for Proposal was sent to six consultants, of which three submitted proposals. The selection committee met where they chose Tool Design Group as the consultant. Tool Design Group was the low bid and has lots of experience in this area. Staff is waiting for the signed documents to be returned.

VI. New Business Items

4. [18-278](#) Way Park Picnic Patio

Attachments: [Picnic patio design.pdf](#)
[Picnic Patio proposal to PRAB.pdf](#)
[Way Park Picnic Patio Concept Proposal.pdf](#)
[Way park Master Plan](#)

Friends of Way Park representatives Maglen Epstein and Edward Smith shared their vision of adding a paved picnic area in Way Park. A portion of the funding would come from the Lloyd Harkness memorial. Other amenities they would like to add to the park include a second basketball hoop and a water fountain. Staff will look into the costs of constructing the picnic area and bring those numbers back to PRAB.

A motion was made by Board Member Lutsky, seconded by Board Member Keeler, to request city staff to proceed with planning a new picnic area in Way Park. All in favor. Motion carried.

5. [18-279](#) Riverfront Enhancements

Attachments: [L111 Ames Gateway Rendered Plan.pdf](#)
[Riverfront Development - 05-08-2018 Council Work Session.pdf](#)

T. Behrendt updated members on the digital sign staff is recommending for the corner of Hwy 3 & 5th Street in Ames Park. A sketch of the sign will be brought back to PRAB. Discussion was held on possible updates to the parks along the Cannon River to enhance recreation on the river, in an effort to strengthen downtown retail.

6. [18-280](#) Upcoming Events

Attachments: [Park Clean-Up.pdf](#)
[East Cannon River Trail - pic.pdf](#)

*The Northfield park clean-up will take place on May 19th at 9am. Meet Chair Gehring in Bridge Square at 8:30.
East Cannon River Trail grand opening will take place on June 2 at 10am. Activities will be held at Babcock softball field parking lot at 9:00.*

VII. Adjournment

A motion was made by Board Member Lutsky, seconded by Board Member Keeler, to adjourn the May PRAB meeting at 8:11pm. The motion carried unanimously.