



# City of Northfield

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

## Meeting Minutes - Draft Park & Recreation Advisory Board

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Thursday, November 15, 2018

7:00 PM

City Hall 2nd Floor Training Room

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### I. Call to Order and Approval of Agenda

*Chairman Dale Gehring called the November 2018 PRAB meeting to order at 7:00pm.*

A motion was made by Board Member Lutsky, seconded by Board Member Hollerung, to approve the November 2018 PRAB agenda. The motion carried unanimously.

### II. Approval of Minutes

1. [18-566](#)

Attachments: [Meeting Minutes Oct-2018](#)

A motion was made by Board Member Kallestad, seconded by Board Member Hollerung, to approve the October 2018 PRAB minutes as written. All in favor. Motion carried.

### III. Public Comment

*There was no public comment.*

### IV. Reports and Discussion Items

2. [18-567](#)

Meet Jae Morrison, Street and Park Supervisor

*Jae Morrison, Streets and Parks Supervisor, introduced himself to PRAB members and shared his background in public works.*

3. [18-568](#)

Staff Reports

Attachments: [Comm Ed Report.pdf](#)  
[Rec Report.pdf](#)  
[November park report.pdf](#)

*Community Education - Fall and Winter programs are up and running. The adult basketball league has a high number of teams participating. Ring the Bell continues to increase in participants. Adult broomball will begin in January.*

*Recreation Department - The arena is in full swing. The NHA will be hosting three tournaments this year. St. Olaf will be done using city ice in mid-December. The pool has been winterized. Staff continues to work on the broken pipe under the pool.*

*Park Department - The parks have been winterized and closed for the season. The rodeo*

*grounds have been graded and repaired after being the temporary compost site following the September storm. The fountain at Bridge Square has been drained and pumps removed for the winter. Crews installed the "Flame" sculpture at the corner of Hwy 3 & 3rd Street.*

## V. Unfinished Business

### 4. [18-569](#) Northfield Parks

**Attachments:** [PRAB Feedback Poster-v1.pdf](#)  
[Park Fund Balance.pdf](#)  
[Press Release Pownell Martig Thank you.pdf](#)

*Staff recommended park dollars be spent on maintaining existing parks and equipment, instead of asking the community for new park ideas. Discussion was held on how to prioritize park maintenance.*

*Chairman Gehring agreed to meet with the arena board to discuss the idea of a Park & Recreation referendum instead of an ice arena referendum.*

### 5. [18-570](#) Park Capital Improvement Plan 2020-2024

**Attachments:** [2019-2023 CIP.pdf](#)  
[PCI.pdf](#)

*Discussion continued on the priority of park maintenance. Grant writing will be explored to fund updating playground equipment. Staff will continue to develop and prioritize a park maintenance list.*

## VI. Adjournment

*2019 PRAB meetings will begin at 6:30pm.*

*PRAB members thanked and acknowledged David Hvistendahl for his dedication and work on the Park and Recreation Advisory Board.*

**A motion was made by Board Member Lutsky, seconded by Board Member Jothen, to adjourn the November PRAB meeting at 8:08pm. The motion carried unanimously.**