



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
northfieldmn.gov

Meeting Minutes - Final Park & Recreation Advisory Board

Monday, December 5, 2022

6:00 PM

Council Chambers

CALL TO ORDER AND ROLL CALL

Also Present: Adam Olson, Advisory Member; Cora McBroom, Non-Voting Youth Representative; Melissa Bernhard, Recreation Coordinator of Northfield Community Education; Tim Behrendt, Streets and Parks Manager; Alisha Hayes, Meeting Associate; Pam Anderson, presenter, and Rhonda Powell, Mayor. Other Northfield residents attended but no public comment received after being presented by Chair Playter, so there was no formal attendance taken.

Chair Playter called the December 5th, 2022 Meeting of the Parks and Recreation Advisory Board (PRAB) to order at 6:04pm.

Present: 3 - Board Member Peder Jothen, Board Member Ben Playter and Board Member Emma Waldemar

Absent: 2 - Board Member Rebecca Peterson and Board Member Sebastian Burset

APPROVAL OF AGENDA

A motion was made by Board Member Knutson, seconded by Board Member Jothen, to approve the December 5th, 2022 Agenda. All in favor. Motion carried.

APPROVAL OF MINUTES

A motion was made by Board Member Knutson, seconded by Advisory Member Olson, to approve the November 7th, 2022 PRAB Meeting Minutes as written. All in favor. Motion carried.

1. [22-810](#) PRAB November 7th, 2022 Meeting Minutes

Attachments: [11-07-22 Meeting Minutes](#)

PUBLIC COMMENTS

A few individuals were present in the audience but did not share any public comments when presented the opportunity by Chair Playter. No formal attendance was taken.

PRESENTATIONS

2. [22-811](#) Consider approval of Park and Recreation Capital Investment Final Plan

Attachments: [Northfield Parks-Rec CIP Final Report Draft red](#)

The CIP Consulting Team Member, Pam Anderson; Principal JLG Architects, presented a final version of the Northfield Parks and Recreation CIP Study to The Park and Recreation Advisory Board (PRAB) to get an approval before taking it to City Council in early January of 2023.

The study can be thoroughly reviewed on the City Website or the attachment included on the December 5th, 2022 agenda.

It appeared that the emphasis of Pam's presentation this evening was getting feedback from PRAB members to ensure it aligned with the visions and goals of the Park Board and Northfield residents as a whole. The following is a narrative of items brought forth for discussion, but not limited to these items, and with the knowledge that these items will be discussed more thoroughly in years to come as the CIP plan moves forward: (1) Board members suggesting that it would be helpful to combine the visual graphs/charts when referring to the CIP at a glance and breaking it down into a yearly focus or even five year focus vs. ten year plan, which seems lofty and difficult to break down in terms of what can be done in the first one to five years of the CIP plan. (2) Board Members providing feedback that Fifty North continues to be a significant part of the CIP plan with members having very limited information about their partnership to the community and how it represents the whole of the Park and Recreation vision. Based on dialogue between Board Members it appears that increasing knowledge about Fifty North and what that partnership can bring the community is needed before making decisions about how they should be funded. (3) Funding a consistent driving force in all plans and members voicing concern that smaller budget items in the park systems may be getting lost with the large budget numbers associated with indoor recreation. In relation to funding PRAB members also mentioned that the final amount for the CIP plan did not seem accurate coming in at 47 million as it didn't take into account indoor recreation, which would have the adjusted total estimated at 73 million. Pam from JLG Architects agreed with that and stated that final number would need to be adjusted to reflect that. (4) Another suggestion from PRAB members to ensure the CIP study is more user friendly to read and comprehend is adding an appendix to clarify the existing vs. proposed amenities on the visuals and maps. (5) Park Board members would like to focus on projects already discussed in the 1-3 year range, such as; bathroom updates, replacing portables, and making sure all parks are ADA compliant. Other areas of focus would include, but not limited to: safety, accessibility in two ways; age friendly for multi-generational use and geography, and keeping the historical nature of Central Park maintained. (6) PRAB members inquired about a collaborative partnership with the Northfield School District and/or Northfield YMCA in regards to the growth and funding of indoor recreation, as again indoor recreation in all the data has presented as a top priority for Northfield residents and a much needed area for growth and improvement in the City of Northfield.

A motion was made by Board Member, Lutsky, seconded by Board Member, Knutson, to endorse the Northfield Parks and Recreation CIP Study presented by JLG Architects and Damon Farber in principal, recognizing that the study is intended for general planning purposes and is subject to specific revisions as conditions warrant.

Yes: 5 - Knutson, Lutsky, Board Member Jothen, Board Member Playter and Board Member Waldemar

Enactment No: M2023-001

3. [22-812](#) Election of Officers

Attachments: [Bylaws](#)

Rebecca Peterson, current Vice-Chair, was not physically present at the 12/5/2022 meeting but did provide a written statement to the Board:

"I ask for your consideration to be elected as Chair of the PRAB. It has been a tremendous privilege to serve my fellow Northfield community members as part of PRAB alongside you all. I consider it an honor to have been elected last year to serve as Vice-Chair and I hope that I will be entrusted by you all to step into the role of board of Chair in 2023. " Respectfully submitted, Rebecca Peterson, December 3rd 2022.

A motion was made to move Vice-Chair, Rebecca Peterson, to Chair of PRAB 2023. All in favor. Motion carried.

A motion was made to move Chair, Ben Playter, to Vice-Chair of PRAB 2023. All in favor. Motion carried.

STAFF UPDATES

4. [22-813](#) Staff Reports.

Attachments: [1- December Comm Ed.pdf](#)
[2- Dec Rec Report.pdf](#)
[3- December Park Report.pdf](#)

Per Tim Behrendt, flooding of the rinks to happen this week.

ADJOURNMENT

Meeting ended at 7:15

A motion was made by Board Member Lutsky, seconded by Board Member Knutson, to adjourn meeting. All in favor. Motion carried.