



**MINUTES
PARK BOARD MEETING
February 5, 2024**

Meeting Location

City Hall Conference Room – 450 Virginia Avenue; Long Lake, MN 55356

Present: Chair: Donny Chillstrom; Members: Suzanne Caswell, Erika Leachman, and Thomas Joyce; City Council Liaison: Gina Joyce; and Public Works Director: Sean Diercks

Absent: Member: Tony David (no prior notice received)

Call to Order

The meeting was called to order at 5:36 pm.

Approve Agenda

A motion was made by Caswell, seconded by Joyce, to approve the agenda as presented. Ayes: all.

Consent Agenda

- a. Approve Minutes of December 11, 2023 Park Board Meeting

A motion was made by Leachman, seconded by Caswell, to approve the December 11, 2023 meeting minutes as presented. Ayes: all.

Regular Business

- a. **Recommendation on the Appointment of Park Board Chair and Secretary Officer Positions for 2024**

Chillstrom recommended that Caswell be appointed to the office of Park Board Chair, and members present unanimously agreed.

Chillstrom recommended that Leachman be appointed to the office of Park Board Secretary, and members present unanimously agreed.

- b. **Continue Discussion of Grand Applications and Opportunities**

The Board discussed upcoming grant opportunities. Leachman provided a spreadsheet that listed mostly public grants and their upcoming deadlines. One example is the Local/Regional Trail Grant which is due at the end of March. Many of the programs are flexible and the application process is not too difficult. All of these grants have local match requirements.

Chillstrom mentioned that the City needs help with trail improvements. There are grants applicable to regional and local trails. Most paths are paved except for Holbrook Park. There is an opportunity that would be a great match for the local trail program and construct a trail from Holbrook Park through to Willow Drive, providing access to other local trails including Three Rivers Park District facilities.

Leachman advised the Board that the deadline for the trail grant program is at the end of March, so there is some time to apply for it. Council action/approval would be needed. The most pressing component would be project description and cost information. There is another federal program that is funneled through the state. The Board will need to see

which program the Willow / Holbrook Park trail would best be suited for. For the federal program, the match is only 25%, and has a maximum fund of up to \$300,000. Leachman suggested the Board explore how it pairs up with the eligibility criteria. In addition, it was noted that the Board will need to work with Long Lake's new City Engineer at WSB.

The Board discussed another Outdoor Recreation Grant opportunity which is applicable for the rehab of existing recreational resources or the acquisition of new recreational resources. The match for that program is 50%. The Board discussed specific contenders for this grant. There was interest in improving the pathway in Holbrook Park as well as improving ice rink facilities. The deadline for that grant is April 1.

Top grant ideas from discussion:

- Path from Orchard Lane through Holbrook Park to Willow Drive (Trail Grant)
- Ice rink redesign at Holbrook Park
- Dexter Park playground
- Garbage can replacements

Ice Rink (Holbrook Park)

The Board discussed planning for the ice rink to be multifunctional and include a splashpad in the summertime. One could plan for the splashpad to be half the rink, with the other half allowing for gathering under shelter. This a great selling point for a grantor. Further discussion would be needed on the length of time to design, identify a builder, etc.

Dexter Park Playground

The Dexter Park playground seems to be hardly used now, and it might be a good time to consider a survey on the parks. A rehab project for Dexter Park has lots of possibilities, including making an all-access playground. Or going on the opposite side of the spectrum, to create something that doesn't exist - a pump track, skate park, etc. The idea would be to ensure it serves as a destination for the whole region. Dexter Park is accessible from local trails.

Other Ideas

Other cities have planned their pathway to be an ice path in the winter so that you can skate the trail. Edina and Maple Grove have trails that serve as paved running trails in the summertime and skating trails in the winter.

A mini soccer field concept was discussed for Dexter Park, but the parking isn't adequate. A public / community garden could be explored. There are neighbors that have mini gardens around that area. Another idea would be to use leftover Wayzata Boulevard W construction project boulders to create a natural play area. Grantors appreciate focus on not leaving unprogrammed space.

c. Establish Next Park Board Meeting Date, Location and Agenda Business

Park Board members agreed to reconvene at the same location (City Hall Conference Room – 450 Virginia Avenue, Long Lake, MN 55356) on March 4 at 5:30 pm. Agenda would include an update on Park Board Member Leachman's progress on the grant application process.

Adjourn

Hearing no objection, Park Board Chair adjourned the meeting by general consent at 6:39 pm.

Respectfully submitted,

Thomas Joyce, Park Board Secretary Officer