



## **PARK BOARD MEETING**

May 06, 2024 at 5:30 PM

Holbrook Park - 310 Harrington Drive, Long Lake, MN 55356

### **AGENDA**

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**1. Call to Order**

**2. Approve Agenda**

**3. Consent Agenda**

[A.](#) Approve Minutes of April 8, 2024 Park Board Meeting

**4. Regular Business**

A. Review of Current Holbrook Park Facilities

B. Discussion of Park Board Event Programming for Fall/Winter, Begin Planning for Holiday Tree Lighting Celebration

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

**5. Other Business**

**6. Adjourn**



**MINUTES  
PARK BOARD MEETING  
April 8, 2024**

**Meeting Location**

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

**Present:** Chair: Suzanne Caswell; Secretary: Erika Leachman; Members: Donny Chillstrom; Public Works Director: Sean Diercks

**Absent:** Members: Thomas Joyce (with prior notice) and Tony David (no notice given); Council Liaison: Gina Joyce (with prior notice)

**Call to Order**

The meeting was called to order at 5:30 pm by Chair Caswell.

**Approve Agenda**

*A motion was made by Chillstrom, seconded by Leachman, to approve the agenda as presented. Ayes: all.*

**Consent Agenda**

- a. Approve Minutes of March 4, 2024 Park Board Meeting

*A motion was made by Chillstrom, seconded by Leachman, to approve the March 4, 2024 meeting minutes as presented. Ayes: all.*

**Regular Business**

- a. **Updates and Continued Discussion Regarding an Outdoor Recreation Grant Application for the Holbrook Park Skate & Splash Plaza Project**

The Park Board continued a discussion of the conceptual Holbrook Park Skate & Splash project. Board members reflected on the City Council’s resolution to support the City’s application for project funding under the MnDNR Outdoor Recreation Grant Program, and recognized the support for the project offered by the Orono Youth Hockey Association (OYHA). The application was submitted to the MnDNR on April 1, 2024. State funding decisions are anticipated during the summer of 2024.

Key discussion topics included the following:

Leachman: The City Council approved a resolution of support for the Skate & Splash project. If funded, the MnDNR grant would provide a basis for community-based fundraising and other funding sources (e.g., Hennepin County recreation grant funding). OYHA is a key fundraiser for the project’s local match, in addition to City park funds, sponsors, and other local grants.

Chillstrom: Ensure a balance of demand for open/community skating and hockey at the future rink. OYH is a source of donations and fundraising, and other groups may also contribute.

Leachman: With support from the City Council, the next step is to foster OYHA and other groups' efforts to raise the needed funds to ensure the project timeline remains feasible.

**b. Establish the Next Park Board Meeting Date, Location, and Agenda Business**

Caswell: Looking ahead to spring, summer, and fall, the Park Board can plan for community events to activate each of the four parks. Ideas include Oktoberfest/fall fest, lumberjack event, easter egg hunt, food trucks in the parks, and eclipse viewing.

Leachman: Other ideas could include volunteerism events (park clean-ups, painting, maintenance), movies in the park, or partnership with Chamber of Commerce for a monthly (i.e., First Friday) community party with music, food, and business booths). A new digital park needs survey and pop-up community engagement in the parks may generate additional ideas and needs in different neighborhoods.

Chillstrom: The Chamber is not very active and business-based events have not performed well in the past. Buckhorn Days is successful. Other ideas could include a Halloween trick-or-treat or costume party in the parks.

The Park Board will revisit park activation ideas at the May 6 meeting. The Park Board is planning to meet at the following upcoming dates.

- May 6 – Holbrook Park at 5:30 pm
- June 3 – Hardin Park at 5:30 pm
- July 29 – Dexter Park at 5:30 pm

**Adjourn**

Hearing no objection, Chair Caswell adjourned the meeting by general consent at 6:10 pm.

Respectfully submitted,

Erika Leachman, Park Board Secretary Officer