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**PARKS AND RECREATION ADVISORY BOARD MINUTES**  
**Wednesday, July 20, 2022 at 5:15 p.m.**  
**City Hall Training Room**

**Members Present:** Patricia LaRue (chair), Alyssa Mueller (Council Rep), Brandon Dobbertin, Brenda Gaulke, Matt Janquart, Melissa Pedrini

**Members Absent:** None

**Staff Present:** Cindi Danke-Recreation Manager; Brenda Rundle-Recreation Assistant; Mike Stifter-Public Works Director; Amy Peterson-Community Development Director; and Kendra Ellner-Planner; Amy White-Community Services Director/City Clerk

**Others Present:** Sean Downing, Ben Fochs, Natasha Schafer

**CALL TO ORDER**

Meeting convened at 5:15 p.m.

**APPROVAL OF MINUTES**

**MSC Mueller/Gaulke to approve the minutes of the June 15, 2022 Park and Recreation Advisory Board Meeting. Carried 6-0.**

**PUBLIC COMMENTS – Non-Agenda Items**

Sean Downing talked about adding a little free library at Wells Park.

Future Park Board meetings may be held in the City Council Chambers if Municipal Court is not meeting at the same time; check each agenda to see where the meeting will be held.

**DISCUSSION ITEMS**

1. A memo from Jason Stroud was shared about the Hoffman Park Campground rules and challenges and the plan to switch to an online reservation system. Park Board had a variety of opinions about offering seasonal sites but seemed to agree the online reservation system sounded good. Park Board is asked to consider the rules, fees, and definitions and any other possible changes before the next meeting.
2. Mike Stifter said new playground equipment will be installed next week at Brandon's Park, Knollwood Park, Spring Creek Park, and Glen Park (the pour and play surface is an additional step at Glen Park that may take a bit longer). Mulch should be delivered by the end of next week or the following.

- Stephanie Falkers of SRF reviewed and updated Park Board about the Outdoor Recreation Plan. The park facility inventory list has been completed. For the needs assessment, we look at NRPA metrics, current inventory, and public needs. She showed amenity surplus/deficit numbers using different assessment methods. Park Board should continue to speak with the public about what the public needs and wants. Park Board heard recommendations from visitors Ben, Sean, and Natasha about possibly adding hunting areas, social areas (gardening for example), kayaker amenities, and cross-country skiing. There will be a public survey on engagerf.org (along with a paper version), stakeholder conversations later this week (the public may speak after the facilitated conversation), and pop-up events later this summer. Park Board will meet again with Stephanie in September. She will share survey results before then.

**ACTION ITEMS**

None


**CALENDAR**

The next Parks and Recreation Advisory Board meeting will be August 17, 2022.

**ADJOURNMENT**

**MSC Mueller/Janquart to adjourn the meeting at 7:32 p.m.**

Respectfully submitted,



Brenda Rundle  
Customer Service Representative