

**Chair:**  
William Lewis

**Vice Chair:**  
John Ferm

**Board Members:**  
Ken Helvey  
Deb Syhre  
Kelly Cunningham  
Debbie Coss  
Andy Mielke



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**Regular Park Board  
Agenda  
January 20, 2022  
7:00 p.m.  
Council Chambers**

## CALL TO ORDER

### 1. CALL TO ORDER, APPROVAL OF AGENDA

The Regular Meeting was called to order by Parks and Recreation Board (Vice) Chair.

Call for any additions, changes or deletions to the agenda.

Motion to approve as proposed or approve as amended the agenda for the Regular Meeting.

### 2. PUBLIC COMMENTS

Individuals may address the Park Board about an item not contained on the agenda. A maximum of five (5) minutes is allowed for each speaker, however this time may be reduced if many speakers are present. The Board Chair may limit time and the number of speakers at his discretion. For those wishing to address the Park Board, please complete a Public Comment card at the back of the Council Chambers and give the card to staff or the Chair before the meeting begins.

### 3. SPECIAL BUSINESS - No Items To Present

#### 3.A. Oath Of Office

Documents:

[Oath of Office.pdf](#)

#### 3.B. Election Of Officers

Documents:

[Election of Officers.pdf](#)

### 4. BOARD MEMBERS, STAFF REPORTS

Monthly reports by Park Board Members, Council Liaison and staff

#### 4.A. Staff Reports

Documents:

[Staff Reports.pdf](#)  
[Attachment A - Staff Report Presentations.pdf](#)

### 5. CONSENT BUSINESS

All matters listed under Consent Business are considered to be routine by the Parks and Recreation Board and will be enacted by one motion. There may be an explanation, but no separate motion on these items. If a separate motion is desired, specific item must be removed from Consent Business and considered individually.

#### 5.A. Minutes - December 16, 2021 Regular Meeting

Documents:

[Minutes - December 16, 2021 Regular Meeting.pdf](#)

#### 5.B. Approve Claims

Documents:

[BAF - Approve Claims.pdf](#)  
[Attachement A - 12-15-21 Park check register.pdf](#)  
[Attachment B - 12-22-21 Park check register.pdf](#)  
[Attachment C - 12-27-21 Park check register.pdf](#)  
[Attachment D - 1-5-22 Park check register.pdf](#)  
[Attachment E - 10-28-21 Credit card register.pdf](#)

[Attachment F - 11-11-21 Credit Card register.pdf](#)

5.C. Accept Donation - North Memorial Health - Resolution 22-032

Documents:

[BAF- Accept Donation -North Memorial Health - Resolution 22-032.pdf](#)  
[Attachment A - Resolution 22-032.pdf](#)

5.D. Accept Donation - Amazon - Resolution 22-033

Documents:

[BAF- Accept Donation -Amazon - Resolution 22-033.pdf](#)  
[Attachment A - Resolution 22-033.pdf](#)

5.E. Appointment Of Administrative Secretary

Documents:

[BAF - Appointment - Administrative Secretary.pdf](#)

5.F. Appointment Of Youth Outreach Assistant

Documents:

[BAF -Appointment of Youth Outreach Assistant.pdf](#)

5.G. Authorize Recruitment - Recreation Program Assistant

Documents:

[BAF -Authorize Recruitment - Recreation Program Assistant.pdf](#)  
[Attachment A- Recreation Program Assistant - Athletics - Job Description.pdf](#)

5.H. 2021 Fall Recreation Participation Report

Documents:

[BAF- 2021 Fall Recreation Participation Report.pdf](#)  
[Attachment A - 2021 Fall Recreation Participation Report.pdf](#)

5.I. 2021 Community Center Usage Report

Documents:

[BAF- 2021 Community Center Facility Usage Report.pdf](#)  
[Attachment A - 2021 Community Center Facility Usage Report.pdf](#)

5.J. Special Use Permit And Fee Waiver - MGCO Days

Documents:

[BAF - Special Use Permit and Fee Waiver - MGCO MG Days.pdf](#)  
[Attachment A - MGCO Letter to the Board.pdf](#)

5.K. Special Use Permit - OMGHA Outdoor Jamboree

Documents:

[BAF - Special Use Permit - OMGHA Outdoor Jamboree.pdf](#)  
[Attachment A - OMGHA - preliminary form.pdf](#)

5.L. Special Use Permit And Fee Waiver - MG Lions Half Marathon

Documents:

[BAF - Special Use Permit and Fee Waiver MG Lions Half Marathon.pdf](#)  
[Attachment A - Letter of Request - Maple Grove Lions.pdf](#)

5.M. Amendments To Personnel Policy Manual

Documents:

[BAF - Amendments to Personnel Policy Manual.pdf](#)

5.N. Merge Personnel Policy Manuals For All City Staff

Documents:

[BAF - Merge Personnel Policy Manuals For All City staff.pdf](#)

6. OLD BUSINESS

6.A. Gleason Fields Athletic Complex - Authorize Bids

Documents:

[BAF Gleason Fields Athletic Complex - Authorize Bids.pdf](#)  
[Attachment A - RJM Progress Update.pdf](#)  
[Attachment B - Project Estimate.pdf](#)  
[Attachment C - Project Drawings - Partial Set 6.pdf](#)  
[Attachment C - Project Drawings - Partial Set.pdf](#)  
[Attachment D - Bid Advertisement.pdf](#)  
[Attachment E - Project Schedule.pdf](#)  
[Attachment F - Project Estimate and Funding History.pdf](#)

7. NEW BUSINESS

7.A. Conservation Partners Legacy Grant Application

Documents:

[BAF CPL Grant Application.pdf](#)  
[Attachment A - Program Map.pdf](#)  
[Attachment B - Natural Resources Management Plan Estimate.pdf](#)  
[Attachment C - Stantec Grant Proposal.pdf](#)

7.B. Premier Rink Glass Upgrade

Documents:

[BAF Premier Rink Glass Upgrade.pdf](#)  
[Attachment A - Athletica Quote.pdf](#)  
[Attachment B - All American Quote.pdf](#)  
[Attachment C Variance of Glass Height Image.pdf](#)

7.C. 2022 Park Dedication Rates

Documents:

[BAF Park Dedication Rates.pdf](#)  
[Attachment A - Council Action Form with Attachments.pdf](#)

7.D. Subdivision - Arbor Lakes Business Park Phase Three

Documents:

[BAF Arbor Lakes Business Park Phase III Subdivision.pdf](#)  
[Attachment A Location Map.pdf](#)  
[Attachment B Concept Plan Map.pdf](#)

7.E. Subdivision - Pet Suites

Documents:

[BAF Pet Suites Subdivision.pdf](#)  
[Attachment A Location Map.pdf](#)  
[Attachment B Plat Map.pdf](#)

7.F. Subdivision - Weston Commons 2nd

Documents:

[BAF Weston Commons 2nd Addition Subdivision.pdf](#)  
[Attachment A Location Map.pdf](#)  
[Attachment B Preliminary Plat Map.pdf](#)  
[Attachment C PSA 5 Park Concepts.pdf](#)

7.G. Subdivision - North Grove Medical Center

Documents:

[BAF North Grove Medical Center Subdivision.pdf](#)  
[Attachment A Location Map.pdf](#)  
[Attachment B Plat Map.pdf](#)

7.H. Subdivision - Summerwell

Documents:

[BAF Summerwell Addition Subdivision.pdf](#)  
[Attachment A Location Map.pdf](#)  
[Attachment B Plat Map.pdf](#)

7.I. Subdivision - Fox Briar Ridge East

Documents:

BAF Fox Briar Ridge East Addition Subdivision.pdf  
Attachment A Location Map.pdf  
Attachment B Plat Map.pdf

8. NON-AGENDA INFORMATIVE ITEMS, NEWSWORTHY MEMOS

8.A. Non-Agenda Informative Items, Newsworthy Memos

Documents:

Non Agenda Informative, Newsworthy Memos.pdf  
Attachment A Superintendent of Parks and Planning Report.pdf  
Attachment B - Superintendent of Recreation.pdf  
Attachment B.1 - Recreation Specialist - Youth Outreach - Report.pdf  
Attachment C Community Center Manager Report.pdf  
Attachment C.1 Modified Gym Schedule Jan 19 2022.pdf

**ADJOURNMENT**