

**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  
November 18, 2021  
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

#### 3.A. Cross Community Players Presentation

Documents:

[Cross Community Players Presentation.pdf](#)

### 4. BOARD MEMBERS, STAFF REPORTS

Monthly reports by Park Board Members, Council Liaison and staff

#### 4.A. Board Members, Staff Reports

Documents:

[Staff Reports.pdf](#)  
[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 - October 21, 2021 Parks And Recreation Board Regular Meeting

Documents:

[Minutes - October 21, 2021 Regular Meeting.pdf](#)

#### 5.B. Approve Claims

Documents:

[BAF - Approve Claims.pdf](#)  
[Attachment A - 10-20-21 Park check register.pdf](#)  
[Attachment B - 10-27-21 Park check register.pdf](#)  
[Attachment C - 11-03-21 Park check register.pdf](#)  
[Attachment D - 11-10-21 Park check register.pdf](#)  
[Attachment E - 9-02-21 Credit card register.pdf](#)

#### 5.C. Part Time Employee Appointments

Documents:

[Part Time Employee Appointments.pdf](#)

5.D. 2021 Park Paving Project Change Orders

Documents:

[BAF - 2021 Park Paving Project Change Orders.pdf](#)  
[Attachment A - Parkstone Change Order 01.pdf](#)  
[Attachment B - Parkstone Change Order 02.pdf](#)  
[Attachment C - Parkstone Change Order 03.pdf](#)

5.E. Community Resource Fund, Account Designation

Documents:

[BAF - Community Resource Fund, Account Designation.pdf](#)

5.F. Fee Waiver Request - Cross Community Players

Documents:

[BAF - Fee Waiver Request Cross Community Players.pdf](#)  
[Attachment A - CCP fee waiver request.pdf](#)

5.G. Special Use Permit - Charities Challenge

Documents:

[BAF - Special Use Permit - Charities Challenge.pdf](#)

5.H. Fee Waiver Request - American Red Cross

Documents:

[BAF - Fee Waiver Request American Red Cross 2022.pdf](#)  
[Attachment A - ARC fee waiver request.pdf](#)

5.I. Fee Waiver Request - Memorial Blood Center

Documents:

[BAF - Fee Waiver Request Memorial Blood Center 2021-2022.pdf](#)  
[Attachment A - MBC fee waiver request.pdf](#)

5.J. Recruitment Approval For Youth Outreach Assistant

Documents:

[BAF - Authorize Recruitment due to Resignation.pdf](#)

6. OLD BUSINESS

6.A. Consultant Proposal Pickleball Concept Development And Community Input

Documents:

[BAF - Consultant Proposal Pickleball Concept Development and Community Input.pdf](#)  
[Attachment A - Pickleball Consultant Agreement.pdf](#)

6.B. Policy For Usage Of Public Parks, Recreational Facilities And Equipment

Documents:

[BAF - Policy for Usage of Public Parks, Recreational Facilities and Equipment.pdf](#)  
[Attachment A - Policy for Usage of Public Parks, Recreational Facilities and Equipment.pdf](#)

6.C. 2022 Parks And Recreation Fee Schedule

Documents:

[BAF - 2022 Parks and Recreation Fee Schedule.pdf](#)  
[Attachment A - 2022 Park Facilities Fee Schedule.pdf](#)

6.D. Community Center Catering Policy Amendment

Documents:

[BAF - Community Center Catering Policy Amendment.pdf](#)  
[Attachment A - Proposed Community Center Catering Policy.pdf](#)

7. NEW BUSINESS

7.A. 2022 Preliminary Park Development Program

Documents:

[BAF - 2022 Park Development Program.pdf](#)

[Attachment A - 2022 Proposed Budget Park Dev Program.pdf](#)  
[Attachment B - 2021 Year End Summary Park Dev Program.pdf](#)  
[Attachment C - Park Dedication Fund Balance Report.pdf](#)

7.B. Consulting Services Agreement Phase 1 - Prime Advertising And Design

Documents:

[BAF - Consulting Services Agreement Phase 1, Prime Advertising and Design.pdf](#)  
[Attachment A - Consulting Service Agreement.pdf](#)

7.C. Subdivision - Maple Grove Innovative Center

Documents:

[Subdivision - Maple Grove Innovative Center.pdf](#)  
[Attachment A - Location Map.pdf](#)  
[Attachment B - Site Plan.pdf](#)

8. NON-AGENDA INFORMATIVE ITEMS, NEWSWORTHY MEMOS

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

Documents:

[Attachment A - Superintendent of Parks and Planning Report.pdf](#)  
[Attachment B - Superintendent of Recreation Report.pdf](#)  
[Attachment B.1 - 55 Forward Annual Report.pdf](#)  
[Attachment C - Community Center Manager Report.pdf](#)

**ADJOURNMENT**