

MINUTES
PARK AND RECREATION COMMISSION
MONDAY, October 16, 2023, 5:30 p.m.
CITY HALL COUNCIL CHAMBERS
100 E. ROBINSON STREET

CALL TO ORDER

Committee Chair Gangelhoff called the meeting to order at 5:30 pm. Members present were Michael Windsperger, Jennifer Bierma, and Matt Gangelhoff. Ex-officio present were Mike Roll of Crystal Waters Project and Ryan Yunkers of the Lake Crystal Area Rec Center.

Committee Members Absent: Daniel Puot-Well

Others present: City Administrator Angela Grafstrom and Mayor Todd Wiens

APPROVAL OF MINUTES

Motion made by Gangelhoff to approve the minutes of the regular meeting of 8-21-23 as presented, seconded by Windsperger, and carried unanimously.

STAFF REPORTS

Grafstrom included information in her written report on the cannabinoid ordinance, the park map, Arbor Day Celebration DNR grant, the community forester and information about a Parks and Rec Coordinator Position.

NEW BUSINESS

Ordinance on Cannabinoids

The committee reviewed the ordinance and made additional recommendations to the council on wording and had questions for the city attorney on use in Marsden during the Roll In and whether or not events should get an event permit to allow it.

Job Descriptions to Consider a Park and Rec Coordinator Position

Grafstrom mentioned how much there is to do in the parks and maintaining equipment. The committee agreed that there is a lot of need for more park care and maintenance including at the ball fields. Roll said there will be an ongoing need for care of the pollinator gardens. Someone else mentioned winters could be spent repairing things indoors, repainting picnic tables, etc. Grafstrom said maybe they could help the street dept with snow removal. The school has the reservation software but could share the password with a city person so they would know when fields needed to be prepped etc. The committee agreed this is a much-needed position and should operate separately from the Street Dept. Grafstrom provided three job descriptions and will try to get at least one more. She suggested the committee spend the next year putting together the job description and duties and request that council budget for it in 2025. Yunkers suggested maybe the city could get an intern from the university for the summer of 2024. Grafstrom will check on it.

OLD BUSINESS

Agreements between the City and Entities Using City Facilities

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The committee agreed we only need one agreement between the school and the City because all the other associations schedule through the school for use of the facilities. Grafstrom will get the document updated and reviewed by Kennedy, then send it over to K. Hall at the school.

Frisbee Golf Course

Tabled as Supervisor Tibbetts was not at the meeting.

INFORMATION

Park Map

Grafstrom reported they have been working on creating a Park and Rec map to promote the city's recreation facilities. Bierma would like to see the school facilities added as a lot of people are looking for them when they come to town. Everyone thought that was a good idea. She suggested the staff try to do it on Canva with the branding kit. Grafstrom will look into it.

Yunkers gave an update on rec center usage and noted that they have rented more kayaks since they moved them to the Robinson Landing then they did all year last year.

ADJOURNMENT

There being no further business of the Lake Crystal Park and Recreation Commission meeting of 10-16-2023, motion made by Windsperger to adjourn the meeting of the Lake Crystal Park and Recreation Committee of October 16, 2023, seconded by Bierma and carried unanimously. Meeting adjourned at 6:15 pm.

Next Meeting: TBD

Minutes prepared by Angela Grafstrom

Chair Gangelhoff

Attest: _____
Administrator Grafstrom