

**Parks Advisory Board Minutes**  
**APRIL 25, 2022**

Pursuant to due call and notice thereof, the Parks Advisory Board of the City of Buffalo, Minnesota, held a regular meeting at Buffalo City Center on the 25th day of April, 2022 at 7:00 p.m.

Board members present: Dan Ackmann, Martyn Dibben, Ryan Gustafson, Emily Schroeder, Sarina Siljander, Joe Volk and Mitchell Peterson, Jameson Wakefield (Council liaison); Absent: Heather Johnson

Staff members present: Parks and Recreation Director Lee Ryan, Parks Supervisor Adam Farrell, and Parks and Recreation Administrative Assistant Kellie McConville

Chairperson Ackmann called the meeting to order at 7:00 p.m.

**APPROVAL OF MINUTES FROM THE MARCH 28, 2022, MEETING**

Dibben made a motion to approve the minutes as presented. Volk seconded the motion, with all members voting in favor.

**ADDITIONS/DELETIONS**

Ryan said one to be added to Other Business--Flash Vote.

**OPEN FORUM** None

**BUFFALO POINT DEVELOPMENT PARK DEDICATION**

Ryan gave summary and introduced John Burns and Paul Otto with Otto Associates as the developers for the proposed Buffalo Point Development. The board reviewed the map of proposed development along with the park dedication scenarios and calculations for trail easement. They asked questions/clarifications. Volk made a motion to accept the proposed park dedication scenarios as written and Schroeder seconded the motion, with all in favor.

**SETTLERS COMMONS PARK DEDICATION DISCUSSION**

Ryan walked the board through the arial plat map of location and calculation sheet. Explaining how the calculation was figured and that this is a straight cash option for the park since there is no park land or trail proposed. Wakefield made a motion to approve the cash requirement in lieu of land, Volk 2<sup>nd</sup> the motion, with all in favor.

**SERENITY HILLS PARK BIKE TRAIL**

Ryan stated we mailed letters to property owners whose land bordering the park notifying them of the proposed new trail. Late last week we mailed 4 letters to those directly bordering the Trapper's Pond Trail to share any feedback good or bad that we could share, have not heard from them yet. Ryan received some emails and calls with

feedback from the surrounding neighbors of the Serenity Hills Park and shared the concerns with the board and the trail builders' group. He stated the trail builders group wants to get together to review the feedback and try to incorporate the feedback in their plan going forward. The group will plan to join the board meeting next month.

### **APPROVAL OF 2023 CAPITAL IMPROVEMENT BUDGET**

Ryan said we don't have a deadline at this moment but would like to get ahead of the game. He supplied the board with a five-year capital improvement plan and asked to get a tentative approval of capital plan. Farrell went through and explained the budget more in detail and explained the expenses and costs figured. Dibben made a motion to accept the 2023 as it is proposed with modifications as suggested, Gustafson 2<sup>nd</sup> the motion, with all in favor.

### **PARK MAINTENANCE SUPERVISOR UPDATE**

Farrell reminded everyone of the Arbor Day event on May 7<sup>th</sup> at 9 am at the Sundance Ridge Park.

Dog Park --started some reconstruction within the dog park and it is closed until the contractor can finish work installing drain tile. Regrading follows and the crew has removed a couple of trees to help facilitate natural drying out of the area. Plan to add some extra trees in the future.

Community Gardens topic again is very popular, we have 23-24 applications with only 19 plots, some have requested multiple plots. We must work through the difficult decision to narrow down to 1 plot each this year. This brings up the topic to either add more lots or find another location depending on water and space.

Working on updating Griffing Park bathrooms on inside, updated countertops, faucets to be more ADA compliant, working through some hiccups in the plumbing, hope to have it updated and ready to go as we open.

Overall hoping the weather will turn in our favor to see some green around town.

There are spots already showing up that we will need to replant after the drought last year. Met with Water Department and with Dan from Wright County Soil & Water Conservation District to talk about potential pollinator gardens in our parks where would be a good fit for them. Water conservation ultimately being environmentally friendly in our parks what does that look like and becoming more water friendly around town.

### **UPDATES**

Ryan said we will have boating inspections at Griffing Park--currently working on summer staffing. Needs help with boat rental attendants, boat inspectors, park hosts, etc. Clean-Up Days on Friday April 29<sup>th</sup> and 30<sup>th</sup>. Continuing to work on CivicRec for online payment scheduling and registrations hoping to be up and running by Memorial Day. Concerts in the Park fundraising this has been one of our best years yet! Swan Park update they are not obtaining the property from the farmer and not developing

the property to the south of that yet so we will not have the trail around the lake/pond until that happens. The rest of the park, parking lot and Pickleball courts will be finished yet late fall.

Bentfield Mills baseball fields project--working on it and meeting with the group who wants to build up and improve the Bentfield fields. This group will need to go to Council and help with big ticket items like lighting etc.

Peace Crane project that we have been discussing options will be no longer. The idea of a fountain at Sturges Park will not work as the Water Department will most likely be capping the artisan well due to the Highway 25 improvement project and aquifer issues.

Concert in the Park Wine sales – Ryan stated he is going to Council to request an ordinance change.

### **OTHER BUSINESS**

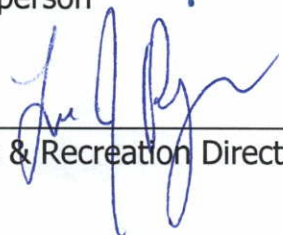
Ryan stated fall was supposed to be our Park Department Flash Vote survey. They ended up tabling it and didn't send anything out at that time but are now looking to send it out again soon. We had five questions and need to update a couple that are no longer relevant. Looking for suggestions on new questions as that should be going out in the coming weeks.

Facility study – new Assistant City Administrator Taylor is heading this up and having a firm come in to do a study on most of our facilities. This will be a tool on how the facilities are being used, what the needs of each facility are, what is aging, what needs to be addressed, priorities, etc. Ryan gave updates on the golf course – restaurant is open – they did find a chef.

### **ADJOURN**

Dibben made a motion to adjourn, with the meeting adjourned at 8:09 p.m.

  
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Chairperson

  
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Parks & Recreation Director