

Park Board Minutes  
Thursday, October 5, 2023 at 5:00 P.M.  
City Hall Council Chambers

**1. CALL TO ORDER** – Chairperson Carpenter called the meeting to order at 5:00 P.M.

**2. ROLL CALL** - Roll call was taken: Derek Lundell, Council Member – absent, Ken Carpenter – present, Steve Nordin – present, Chuck Widholm – present, Becky Youngmark - absent  
Also present: City Administrator Neil Jensen, Utility Clerk Ellen Hartman, Public Works Director Jed Petersen

**3. APPROVE THE AGENDA**

Action – *Motion by Nordin, second by Widholm, to approve the agenda, passing unanimously.*

**4. MINUTES**

Action – *Motion by Nordin, second by Widholm, to approve the September 7, 2023 Park Board minutes, passing unanimously.*

**5. PUBLIC INPUT** - None

**6. NEW BUSINESS**

**A. Memorial Bench**

Petersen reported that Melanie Carlson would like to donate a memorial park bench, to be placed at Upper Hannah’s Park, in memory of Brian Lorentz. Melanie will pay for the bench; public works staff will supply the labor and concrete to install the bench and concrete pad. Widholm suggested adding a bike rack to the area.

Action - *Motion by Nordin, second by Widholm, to accept the donation of a memorial park bench from Melanie Carlson for Upper Hannah’s Bend Park, with PW staff providing the labor and concrete pads, passing unanimously.*

**B. Fees**

Fees charged for parks and the swimming pool were discussed. Jensen reported that the last swimming pool rate increase was in 2007. Consensus to leave park reservation fees as is, and to increase swimming pool fees for 2024.

Action – *Motion by Nordin, second by Widholm, to recommend the City Council raise swimming pool rates as presented by staff, passing unanimously.*

**7. REPORTS**

**A. Staff** – Petersen: East Side and Riverside Park signs installed. Fiberoptic near the downtown trail sign needs to be identified before the new sign can be installed. JBP construction kick-off meeting scheduled for next week. Pool parking lot will be paved next week.

**B. Commissioners** – None

**8. NEXT MEETING**

Action – *Next meeting will be November 2, 2023 at 5:00 p.m. in council chambers.*

**9. ADJOURNMENT**

Action – *Motion made to adjourn the meeting at 5:19 p.m. by Nordin, second by Widholm, passing unanimously.*

Respectfully Submitted,  
Ellen Hartman, Utility Clerk

*-Minutes approved at 01/11/24 Public Works & Park Board meeting-*

