

**Chair:**  
William Lewis

**Vice Chair:**  
John Ferm

**Board Members:**  
Ken Helvey  
Deb Syhre  
Kelly Cunningham  
Andy Mielke  
Krista Kuhnly



**Regular Park Board  
Agenda  
December 19, 2024  
7:00 p.m.  
Council Chambers**

**Address:**  
12951 Weaver Lake Road  
Maple Grove, MN 55369

**Phone:**  
763-494-6500

**Website:**  
maplegrovern.gov

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 their 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

4. BOARD MEMBERS, STAFF REPORTS

Monthly reports by Park Board members, Council Liaison and staff

4.A. Reports from Board, Council Liaison, and staff

Documents:

[BAF - Reports from Board, Council Liaison, and staff.pdf](#)  
[Attachment A - Staff report presentation.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. Approve minutes – November 21, 2024 regular meeting

Documents:

[BAF - Approve minutes - November 21, 2024 regular meeting.pdf](#)  
[Attachment A - Minutes - November 21, 2024 regular meeting.pdf](#)

5.B. Approve claims

Documents:

[BAF - Approve claims.pdf](#)  
[Attachment A - 11-13-2024 Park check register.pdf](#)  
[Attachment B - 11-20-2024 Park check register.pdf](#)  
[Attachment C - 11-27-2024 Park check register.pdf](#)  
[Attachment D - 12-04-2024 Park check register.pdf](#)  
[Attachment E - 12-11-2024 Park check register.pdf](#)  
[Attachment F - 10-10-2024 Purchasing card register.pdf](#)  
[Attachment G - 10-24-2024 Purchasing card register.pdf](#)

5.C. Fee waiver request - Hennepin County Fix-It Clinic

Documents:

[BAF - Fee waiver request - Hennepin County Fix-It Clinic.pdf](#)  
[Attachment A - Hennepin County fee waiver request letter.pdf](#)

5.D. Beverage provider agreement

Documents:

[BAF - Beverage provider agreement.pdf](#)  
[Attachment A - Lyndes liquor agreement.pdf](#)  
[Attachment B - The Lookout liquor agreement.pdf](#)

5.E. Parks union labor agreement

Documents:

[BAF - Parks union labor agreement.pdf](#)

5.F. Accept donation - foosball table - Resolution No. 24-174 PB

Documents:

[BAF - Accept donation - foosball table - Resolution No. 24-174 PB.pdf](#)  
[Attachment A - Resolution No. 24-174 PB.pdf](#)

5.G. Appointment of administrative assistant 1

Documents:

[BAF - Appointment of administrative assistant 1.pdf](#)

6. OLD BUSINESS

6.A. 2025 Parks and Recreation park fund budget and enterprise budgets

Documents:

[BAF - 2025 Parks and Recreation park fund budget and enterprise budgets.pdf](#)  
[Attachment A - 2025 City budget summary.pdf](#)  
[Attachment B - 2025 Parks and Recreation park fund and enterprise budget summary.pdf](#)

6.B. 2025-2029 Park Development Program

Documents:

[BAF - 2025-2029 Park Development Program.pdf](#)  
[Attachment A - 2025-2029 Park Development Program.pdf](#)

7. NEW BUSINESS

7.A. Park planning update PSA's 10, 6N, and 4

Documents:

[BAF - Park planning update PSAs 10, 6N, and 4.pdf](#)  
[Attachment A - Park service area map.pdf](#)  
[Attachment B - PSA 10 park proximity map.pdf](#)  
[Attachment C - Maple Grove Senior High site plan.pdf](#)  
[Attachment D - PSA 6N alternate park sites location map.pdf](#)  
[Attachment E - Territorial Road planning study - park location.pdf](#)

8. NON-AGENDA INFORMATIVE ITEMS, NEWSWORTHY MEMOS

8.A. Non-agenda informative items, newsworthy memos

Documents:

[BAF - Non-agenda informative items, newsworthy memos.pdf](#)  
[Attachment A - Assistant Parks and Recreation Director newsworthy.pdf](#)  
[Attachment B - Parks and Planning Superintendent newsworthy.pdf](#)  
[Attachment C - Community Center Manager newsworthy.pdf](#)

**ADJOURNMENT**