



PARK & RECREATION ADVISORY BOARD AGENDA

BUCKHAM WEST

**WEDNESDAY, SEPTEMBER
24, 2025**

5:00 PM

1. Call to Order
2. Approval of the Minutes - July 23, 2025
3. Presentation - None
4. Director's Report
 - A. Introduction of Marcela Gaitan, Recreation Coordinator
5. Requests to be Heard
6. Old Business
 - A. Viaduct Park Phase 1 Update
 - B. Viaduct Park Phase 2 Update
7. New Business
 - A. Director's Vision & Goals for the Year Presentation
 - B. Box Culvert Installation at North Alexander Park Update
 - C. Deer Bridge Update
 - D. Website Redesign Update
 - E. Cherry Trail Update
8. Other
9. Next Meeting Date: October 22, 2025
10. Adjournment

FARIBAULT PARKS AND RECREATION ADVISORY BOARD MEETING
MINUTES FOR JULY 23, 2025

MEMBERS PRESENT: Lola Brand, Kameron Gustafson, Sally Kramer, Chad Kreager, Mike Ross, Troy Temple and Chuck Thiele. MEMBERS ABSENT: Whitney Huberty. STAFF PRESENT: Rochelle Anderholm-Parsch, Parks and Recreation Director; Keith Walker, Parks Superintendent and Denise Hansen, Administrative Coordinator. GUESTS: None.

- 1) Meeting was called to order by Lola at 6:00 p.m.
- 2) Approval of Minutes: Motion made by Troy, seconded by Sally to approve minutes of April 23, 2025. Motion passed.
- 3) Requests to be Heard: None.
- 4) New Business:
 - a) New Director Introduction – Rochelle Anderholm-Parsch: Rochelle introduced herself and shared some of her background with the Board. Board members introduced themselves as well.
 - b) Proposal to Change Meeting Start Time: Board discussed changing the meeting start time to an earlier time. Board agreed by consensus to change the meeting start time to 5:00 p.m.
- 5) Director's Report: Rochelle reported she's been working on the budget as it is due in the first part of August. In the future, she'd like to review the programs offered by Parks and Recreation using the cost recovery theory to assist with the budget process. She's also attended construction meetings for Viaduct Park and continues to examine the use of the existing department facilities.

Keith Walker, Parks Superintendent, presented an update on the Parks Department. Keith discussed the following: replacing the playground and installing a concrete border at Forest Park; possibly installing fencing recovered from the airport (after the tornado) at North Alexander Park basketball courts; switching some lights in North Alexander Park to LED lighting; future plans to tuckpoint, caulk and repaint bathrooms at North Alexander Park as they are deteriorating; and discussed a new shelter/restroom facility in place of shelter 1 and the restrooms as they're both deteriorating. This new facility would also provide safety so patrons don't have to cross the road to use the restrooms. Board supported the need for new restrooms and a new shelter and thought having both in one new building was a great solution.

Board thanked Keith for doing the tour in June and stated it was very informative. Keith also reviewed the Great River Greening Project to remove ash trees and plant new trees. To date, fifty-five ash trees have been removed in North Alexander Park and a variety of new trees will be planted in October. There are still over 100 ash trees in the park that are infected with the ash borer, and Keith stated they are too diseased to try to save with injections. The City will document with GPS the location and type of trees that are planted. Also, over 180 residents signed up for the ash tree removal program provided by the City.

- 6) Next Meeting: Rochelle reported she will be gone August 27 which is the next scheduled meeting date. The August meeting may be canceled and a special meeting called if required.
- 7) Motion was made by Chuck, seconded by Mike to adjourn at 6:38 p.m. Motion passed.

Respectfully submitted,
Denise Hansen, Administrative Coordinator