



PARK & RECREATION ADVISORY BOARD AGENDA

BUCKHAM WEST

**WEDNESDAY, AUGUST 26,
2026**

5:00 PM

1. Call to Order/ Approve Agenda
2. Approval of the Minutes
3. Requests to be Heard
4. New Business
 - A. Parkland Dedication – Fee-in-Lieu vs. Land Dedication: Review and Decision-Making Authority
5. Other
6. Director's Report
7. Next Meeting Date:
8. Adjournment

FARIBAULT PARKS AND RECREATION ADVISORY BOARD MEETING
MINUTES FOR JULY 8, 2026

MEMBERS PRESENT: Lola Brand, Kameron Gustafson, Whitney Huberty, Sally Kramer, Chad Kreager, Mike Ross, Troy Temple and Chuck Thiele. MEMBERS ABSENT: Kameron Gustafson. STAFF PRESENT: Rochelle Anderholm-Parsch, Parks and Recreation Director. GUESTS: Harry Davis, City Planner

- 1) Meeting was called to order by Lola at 5:00 p.m.
- 2) Call to Order:
- 3) Approval of Minutes: June meeting was a Parks Tour no meeting minutes.
- 4) Presentation: Jeff Jandro, Developer, Presented on Development and requested PRAB consider waiving Fee in Lieu of Parkland Dedication.
- 5) New Business:
 - i. Calvary Hills Commons Parkland Dedication
 - i. Slide Deck presented by Rochelle Anderholm-Parsch, Parks and Recreation Director. Attached.
 - ii. Discussion to consider waiving fee in lieu of parkland dedication.
 - iii. Parks Board decided not to recommend waving fee in lieu.
 - iv. Troy Temple motioned not to accept a waiver of fee in lieu of parkland dedication. Second by Chuck Thiel. Motion passed 8-0.
- 6) Next Meeting: The next meeting is scheduled for Wednesday, August 26, 2026, at 5 p.m.
- 7) Motion was made by Whitney, seconded by Kameron to adjourn at 6:05 p.m. Motion passed.

Respectfully submitted,

Rochelle Anderholm-Parsch, Parks and Recreation Director

PRAB MEETING

SPECIAL MEETING JULY 8, 2026

Agenda

Calvary Hill Commons Parkland Dedication or Fee

Location

Jeff Jandro Properties | SW Quadrant of Interstate 35 & State Hwy 60

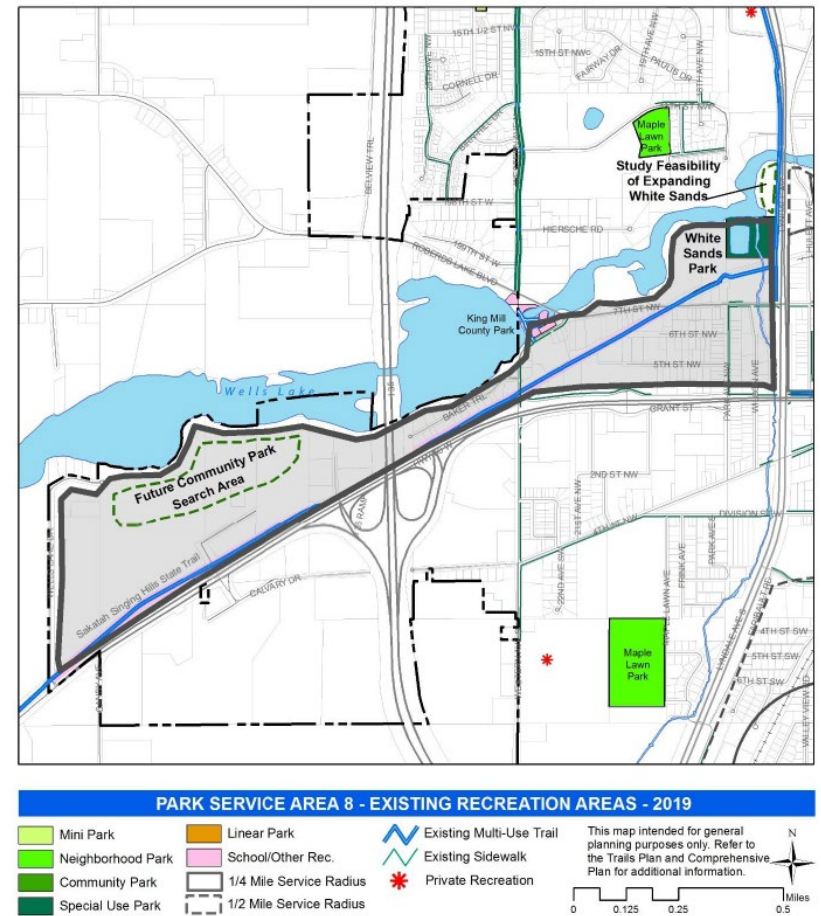
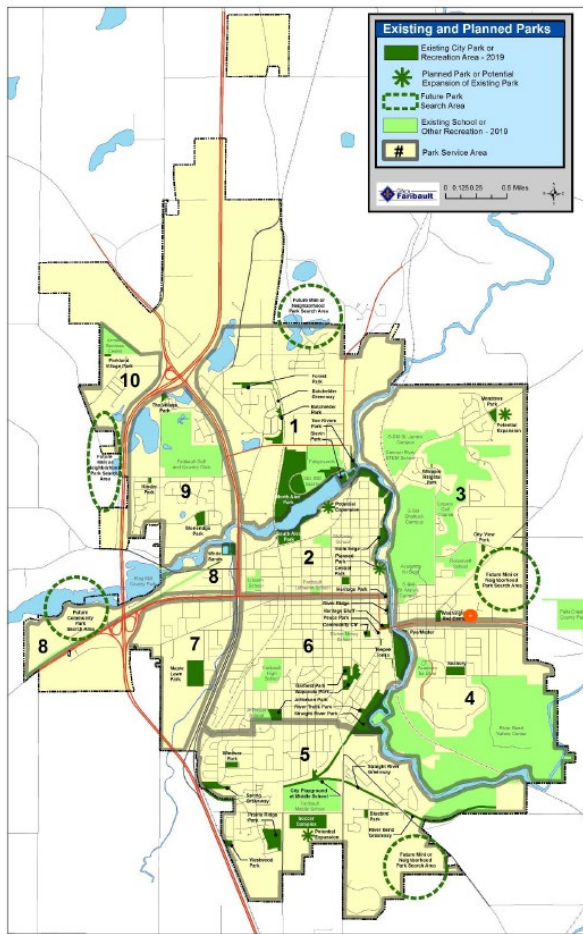


- Commercial or Industrial
- Outlot C & D are not ready for development and if/when could be a ways out
- Harry Davis, Planning Manager, can provide additional details



Why FIL vs. Parkland Dedication

- Proximity to existing parks and green space reduces the need for an on-site neighborhood park dedication
- Parks & Trails Master Plan does not identify a future park location within this quadrant
- Development site has physical and layout limitations that reduce the practicality and usability of dedicated parkland
- Fee In Lieu (FIL) provides flexibility for the City to acquire or improve parkland where future system needs are identified FIL supports citywide park, trail, and recreation improvements as growth continues
- Staff recommendation is for Fee In Lieu (FIL) rather than parkland dedication, consistent with the Planning Review Entitlements document



Master Plan Service Areas

LOCATION OF PLAYGROUND

Calculations

Estimated Total Fee: \$15,374.56

Estimated Land Dedication: 0.21 acres

To note:

- Out lot C & D are far from being developed so they are not used in the calculations.
- Community Park is identified in this quadrant. NRPA Community Park is 25+ acres, service area 1-3 miles
- FIL can be used to purchase property to fill that service need

PRAB Discussion

Discussion Topics

- Developer requesting waiver of FIL requirement (Copy of requested provided)
- PRAB discussion and recommendation
- City Council to make final determination

Consideration for Recommendation

Waiving FIL may create:

- Precedent concerns for future developments
- Reduced funding capacity for future park acquisition and improvements

Discussion & Recommendation

Board Discussion

Considering the City's park dedication ordinance, the existing park level of service in this quadrant, the applicant's waiver request, and the anticipated impact of the development on the park system, what recommendation would the Parks and Recreation Advisory Board like to forward to the City Council regarding the proposed Fee In Lieu requirement?

Potential recommendation options

First: Does PRAB support FIL of Parkland Dedication?

Second: Does PRAB

- support the applicant's request to waive the Fee In Lieu requirement.
- does not support the applicant's request to waive the Fee In Lieu requirement.

AND/OR...

- The Parks Board recommends the standard Fee In Lieu requirement remain in place consistent with City ordinance and policy.



Request for Council Action

TO: Mayor and City Council
THROUGH:
FROM: Rochelle Anderholm-Parsch, Parks and Recreation Director
MEETING DATE: August 26, 2026
SUBJECT: Parkland Dedication – Fee-in-Lieu vs. Land Dedication: Review and Decision-Making Authority

Background:

Based on previous development reviews and Parks and Recreation Advisory Board (PRAB) records, PRAB has historically had the opportunity to review development proposals and make recommendations regarding whether parkland dedication should be satisfied through land dedication or a Fee-in-Lieu (FIL).

Staff has also identified instances where the previous Parks and Recreation Director provided a recommendation at the Development Review Committee (DRC) level without prior PRAB review. The DRC meets every two weeks and often operates within development review timelines that, at times, requires a recommendation before the next regularly scheduled PRAB meeting.

Staff is seeking direction from PRAB regarding the appropriate process moving forward, specifically whether the Board wishes to provide the Parks and Recreation Director any discretionary authority to make land dedication versus FIL recommendations when development timelines do not allow for prior Board review and, if so, under what circumstances or parameters that authority should apply.

This discussion has become increasingly relevant as the DRC has requested timely Parks and Recreation recommendations on development proposals. In some recent cases, the timing has required PRAB to hold a special meeting in order to provide a recommendation. While special meetings can be used when necessary, relying on them routinely to meet development review timelines is not a practical long-term process.

The purpose of this discussion is to clarify PRAB's expectations regarding its role in parkland dedication decisions, identify any appropriate

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discretionary authority for the Parks and Recreation Director, and establish clear decision points that provide consistency for PRAB, staff, the DRC, and development applicants.

Recommendation:

Attachments: