



PARK & RECREATION ADVISORY BOARD AGENDA

BUCKHAM WEST

**WEDNESDAY, SEPTEMBER
23, 2026**

5:00 PM

1. Call to Order/ Approve Agenda
2. Approval of the Minutes
3. Director's Report
4. Presentation
- A. Presentation of Summer
5. Requests to be Heard
6. Old Business
7. New Business
8. Other
9. Next Meeting Date:
10. Adjournment

**FARIBAULT PARKS AND RECREATION ADVISORY BOARD MEETING
MINUTES FOR AUGUST 26, 2026**

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

1. Call to Order/Approve Agenda

Chair Lola Brand called the meeting to order. The agenda was approved.

2. Approval of the Minutes

Chuck Thiele moved to approve the July 8, 2026, meeting minutes with a correction reflecting that Kameron Gustafson was present. Troy Temple seconded the motion. Motion passed.

3. Requests to be Heard

No requests were heard.

4. New Business

A. Parkland Dedication – Fee-in-Lieu vs. Land Dedication: Review and Decision-Making Authority

Director Anderholm-Parsch presented the proposed administrative guardrails. The related slide deck has been uploaded with the meeting materials. The Board discussed Calvary Hills, Divine Mercy, the townhome development and Mighty Fine Coffee as examples, including the need to shorten review timelines while preserving PRAB review for larger or exceptional requests.

The Board agreed to the following administrative guardrails:

- 1) Administrative authority applies to accepting either a fee in lieu or land dedication when the value, calculated using the fee in lieu formula, is \$20,000 or less. Any fee or land dedication valued at \$20,001 or more must be presented to the Parks Board for a recommendation to the Development Review Committee.
- 2) The decision must be consistent with the adopted master plan and consider whether the proposed site provides suitable space for parkland or needed amenities.
- 3) Any written request to waive or reduce the fee must be presented to PRAB.
- 4) Any administrative decision made within the guardrails will be reported under the Director's Report at the next PRAB meeting.

Discussion also included Planning/Zonings work with a consultant and their efforts to update the process to include PRAB earlier on in the process, and within the agreed upon guardrails.

Chuck Thiele moved to approve the guardrails and grant the Parks and Recreation Director administrative authority within those guardrails. Troy Temple seconded the motion. Motion passed.

5. Other

Chuck Thiele reported that at the last council meeting he raised the possibility of adding shelters and grills in parks that currently lack those amenities. He reported that it lacked traction or a response for the council. Staff will bring estimated costs for shelters and grills to a future PRAB meeting.

The Board requested a systemwide amenities inventory and map showing the location and quantity of park amenities. Troy Temple also requested information on the age and features of play structures. This information will be incorporated into the department's GIS work.

A future agenda will include an item to update the PRAB bylaws.

6. Director's Report

No additional items were noted.

7. Next Meeting Date

The next meeting date will be confirmed.

8. Adjournment

Sally Kramer moved to adjourn the meeting. Chuck Thiele seconded the motion. Motion passed. The meeting adjourned at 5:43 p.m.

Respectfully submitted,

Rochelle Anderholm-Parsch, Parks and Recreation Director

DRAFT



Request for Council Action

TO: Mayor and City Council
THROUGH:
FROM:
MEETING DATE: September 23, 2026
SUBJECT: Presentation

Background:

Recommendation:

Attachments: