

DRAFT FINAL MEETING MINUTES

DATE: Tuesday, December 5, 2017

TIME: 5:30 PM

LOCATION: City hall

Call to Order Birchwood Dog Park Committee

Schad called meeting to order at 5:49PM

Meeting to Discuss: Process of disbanding Dog Park Committee

Committee Members Present: Tami Heart, Kellie Lund, Steve Schad, Kathy Blegen-Huntley

Committee Members Not Present: Lease Wittenberg

Approval of Previous Minutes

Schad moved to approve 10/3/17 minutes. Heart seconded. Blegen-Huntley abstained. Motion passed.

Reports

The committee discussed City Council input received from the November Council meeting regarding the status of the committee going forward. The Council reviewed the survey results and cost estimates and recommended the committee disband and provide our work completed to this point to the council for possible future use.

Schad reviewed the tally from the hard copy survey results with our committee, which revealed 21 – not in favor of a Birchwood dog park, 11 – in favor, and 6 undecided out of 38 who voted via mailing.

We determined the following materials would be turned over to the City Clerk:

- Fencing estimates
- Maps of two possible sites
- Survey and public forum input
- Cover memo of summary of work

Unfinished Business – Action Steps

Schad will compile summary of committee's work with a cover memo to present to City Clerk.

Motions

Blegen-Huntley moved to approve agenda. Lund seconded. Motion passed

Heart moved to disband committee. Blegen-Huntley seconded. Motion passed

Blegen-Huntley moved to submit records of committee work and memo to City Clerk. Lund seconded. Motion passed

New Business

None

Adjournment

Schad moved to adjourn; Lund seconded; passed unanimously at 6:35 PM

SECRETARY APPROVAL:

**Prepared by Secretary
Kellie Lund**

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