



Accessibility Support:

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 at least 72 hours in advance of the meeting.

1. Call to Order

2. Roll Call

3. Approval of Meeting Agenda

4. Approval of Meeting Minutes

4.1. Minutes: Parks & Recreation Commission Jan. 13, 2026

5. Special Recognitions and Presentations

6. Community Comment

During "Community Comment," the Board/Commission will invite residents to share issues or concerns that are not scheduled for a future public hearing. Items that are on tonight's agenda may not be addressed during Community Comment. Individuals must limit their comments to three minutes. The Chair may limit the number of speakers on the same issue in the interest of time and topic. Individuals should not expect the Chair or Board/Commission Members to respond to their comments tonight. Instead, the Board/Commission might refer the matter to staff for consideration at a future meeting.

7. Reports/Recommendations

7.1. Braemar Golf Operations Update

7.2. Initiative 1.5.5 - Review Climate Action Plan Priorities

7.3. Annual Election of Officers

8. Chair and Member Comments

9. Staff Comments

9.1. Upcoming Meetings & Events

10. Adjournment



Item Number: 4.1

Department: Parks & Recreation

Item Activity: Action

Prepared By: Perry Vetter, Parks & Recreation Director

Item Title: Minutes: Parks & Recreation Commission Jan. 13, 2026

Action Requested:

Approve minutes from the Jan. 13, 2026 Parks & Recreation Commission meeting.

Information/Background:

See attached minutes.

Supporting Documentation:

1. PARC Minutes 1-13-26



Parks & Recreation Commission Meeting Agenda

January 13, 2026, 7:00 PM

Braemar Golf Course, 6364 John Harris Dr.

1. Call to Order

Chair Pfuhl called the meeting to order at 7 p.m.

2. Roll Call

Answering roll call were Commissioners Bye, Garazatua, Hulbert, Spaulding, Welsh, Wick, Kane, Pfuhl and Student Commissioner Harrington

Student Commissioner Syed arrived at 7:02 p.m.

Staff Present: Staff Liaison Perry Vetter, Assistant Director Parks & Natural Resources Tom Swenson and Administrative Coordinator Janet Canton

Staff Liaison Vetter noted that Vice-Chair Kane is attending the meeting virtually in accordance with City Council's policy.

3. Approval of Meeting Agenda

Motion made by Spaulding to approve the meeting agenda. Motion seconded by Hulbert.

Roll call vote. Motion carried.

4. Approval of Meeting Minutes

4.1. Minutes: Parks & Recreation Commission Nov. 12, 2025

Motion made by Bye to approve the Jan. 13, 2026 minutes. Motion seconded by Wick.

Roll call vote. Motion carried.

5. Special Recognitions and Presentations

None

6. Community Comment

None

7. Reports/Recommendations

7.1. Initiative 1.5.1: Review and Comment on Braemar Arena Implementation

Staff Liaison Vetter gave a presentation on the preferred concept plan for Braemar Arena and asked the Commissioners to provide comments and feedback that will be shared with the City Council at their Jan. 20 City Council meeting. Commissioners asked questions and gave feedback.

7.2. 2026 Parks & Recreation Commission Work Plan

Initiative 1.5.1 – Review and comment on Braemar Arena Implementation. This initiative has already been discussed.

Initiative 1.5.2 – Review and compare park shelter building amenities and function. Staff Liaison Vetter informed the Commission that this initiative will potentially come back at the March Parks & Recreation Commission meeting.

Initiative 1.5.3 – Review 2026 Parks & Recreation Strategic Plan content, identify key study areas to include in the upcoming 2026 update for topics, research and potential data collection. This initiative has been completed.

Initiative 1.5.4 – Research and if feasible, develop an action plan or further research of no more than two

Alternative Funding Strategies (2023 Work Plan Item) to progress that initiative. Staff Liaison Vetter informed the Commission that this initiative will be presented at the February Parks & Recreation Commission meeting.

Initiative 1.5.5 – Review Climate Action Plan priorities and conduct research on external park agencies that are implementing projects that would be beneficial to the Edina Park system. Staff Liaison Vetter informed the Commission this initiative will be brought back to the February Parks & Recreation Commission meeting.

Initiative 1.5.6 - City Code Update – Article III. Boards, Committees and Commissions, Division 7. Parks & Recreation Commission. This initiative has been completed.

Staff Liaison Vetter informed the Commission that at the June Parks & Recreation Commission meeting they will start looking at the 2027/2028 Work Plan.

7.3. Update on Park Maintenance and Natural Resource activities

Assistant Director Swenson gave a presentation on park maintenance activities. Commissioners commented on the great job park maintenance does in the city.

8. Chair and Member Comments

No comments were given.

9. Staff Comments

9.1. Upcoming Meetings & Events

- Staff Liaison Vetter confirmed with the Commission that they do not have a meeting on July 9.
- Staff Liaison Vetter asked the commissioners if they have not yet already connected with MJ or gone to the Board Portal training to please do so. He pointed out with the new guidelines, everything that is put online needs to be ADA accessible.

10. Adjournment

Motion made by Hulbert to adjourn the Jan. 13, 2026 meeting at 8:50 p.m. Motion seconded by Garazatua. Roll call vote. Motion carried.



Item Number: 7.1

Department: Parks & Recreation

Item Activity: Information

Prepared By: Tracy Petersen, Assistant Director Parks & Recreation

Item Title: Braemar Golf Operations Update

Action Requested:

None, informational only.

Information/Background:

Braemar Golf Course Manager, Joe Abood, will provide an update on golf course operations.

Supporting Documentation:

Documents marked with "Board Portal" do not meet [ADA Web Content Accessibility Guidelines \(URL\)](#) and are not included in the public packet. To request a board portal document, please [submit a data request \(URL\)](#).

None



Item Number: 7.2

Department: Parks & Recreation

Item Activity: Discussion

Prepared By: Perry Vetter, Parks & Recreation Director

Item Title: Initiative 1.5.5 – Review Climate Action Plan Priorities

Action Requested:

Work Plan Discussion Item.

Information/Background:

The commission will review the Climate Action Plan with the City's Sustainability Manager for actions related to the Park System. Commissioners will then research external park agencies that are implementing projects successfully to address items in the plan that are relevant for consideration and planning in Edina.

Initiative Lead: Commissioner Wick

Supporting Documentation:

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None



Item Number: 7.3

Department: Parks & Recreation

Item Activity: Action

Prepared By: Perry Vetter, Parks & Recreation Director

Item Title: Annual Election of Officers

Action Requested:

Conduct annual election of officers

Information/Background:

Annual Elections Timeline.

Each Board and Commission is required to annually elect a Chair and Vice Chair. As outlined in all Board and Commission bylaws, Boards and Commissions are asked to hold their annual elections in February.

Election Process.

A quorum must be present in order to hold elections (a quorum is half of the voting members plus one). At the regular scheduled meeting selected for annual elections, the current Board or Commission Chair opens the floor for nominations. Nominations will be first accepted for the Chair and a vote will take place. Then nominations will be accepted for a Vice Chair and a vote will take place.

Once all members have had the chance to nominate a member or themselves, the Commission can take a vote. Vote will be by hand and not by paper ballot. A member may nominate him/herself for a position. There must be a second for each nomination. In the case of a split vote, a Board or Commission could table their annual elections to the next scheduled meeting to allow more member input.

Office Terms.

Per City Code, each appointed Chair and Vice Chair shall serve a term of one year. The term of Chair and Vice Chair will begin on March 1 of each year. No person shall serve more than three consecutive one-year terms as Chair of a Board or Commission. A Chair elected to fill a vacancy shall be eligible to serve three full terms in addition to the remainder of the vacated term.

Duties of the Commission Chair are:

- Prepare agenda with staff liaison
- Lead meeting and facilitate discussion
- Ensure bylaws are followed
- Maintain meeting decorum
- Facilitate development of annual work plan
- Consult with members regarding attendance issues
- Encourage participation by commissioners and the public

Duties of the Commission Vice Chair are:

- Support the Chair as needed
- Perform the Chair duties if the chair is unavailable

Supporting Documentation:

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None



Item Number: 9.1

Department:

Item Activity: Information

Prepared By: Perry Vetter, Parks & Recreation Director

Item Title: Upcoming Meetings & Events

Action Requested:

Provide the action requested.

Information/Background:

Item reports can be used in place of attaching a staff report.

Upcoming Meeting Dates

Date	Time	Location
Tuesday, January 13	7:00 p.m.	Braemar Golf Course
Tuesday, February 10	7:00 p.m.	Braemar Golf Course
Tuesday, March 10	7:00 p.m.	Braemar Golf Course
Tuesday, April 14	7:00 p.m.	Braemar Golf Course
Tuesday, May 12	7:00 p.m.	Braemar Golf Course
Tuesday, June 9	7:00 p.m.	Braemar Golf Course
Tuesday, July 9	No Meeting	Braemar Golf Course
MONDAY, August 10**	7:00 p.m.	Braemar Golf Course
Tuesday, September 8	7:00 p.m.	Braemar Golf Course
Tuesday, October 13	7:00 p.m.	Braemar Golf Course
MONDAY, November 9**	7:00 p.m.	Braemar Golf Course
Tuesday, December 8	7:00 p.m.	Braemar Golf Course

**Date adjustments

Supporting Documentation:

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None