

MINUTES
PARKS & TRAILS COMMISSION MEETING
OCTOBER 9, 2018

MEMBERS PRESENT: Tina Kaney, Tom Anderson, Don Heinonen, Wendy Kvale, Annette Meyer, and Tonya Prim

MEMBERS ABSENT: Mary Auger

COUNCIL & BOARD REPRESENTATIVE: Michael Meehlhouse

CITY STAFF & OTHERS: Marcia Larson, Jamie Anderson, Henry Pan, and Lolly Randall

CALL TO ORDER:

Tina Kaney called the meeting to order at 4:30 p.m.

APPROVAL OF SEPTEMBER 11, 2018 MEETING MINUTES:

Motion by Heinonen, seconded by Prim, to approve the September 11, 2018 Meeting Minutes as written. Motion carried.

INTRODUCE HENRY PAN, GREEN CORP MEMBER

Henry Pan, the Green Corp Member, introduced himself to the Commissioners. He started working in the Parks Department October 1st. Henry stated that air pollution reduction is one of his main goals along with researching bike share programs not only for the city but also for BSU. He has researched other cities that have bike share programs. He plans to develop a program that will promote the use of bicycling with things like classes, bike rides, open streets and a media campaign. He will implement way find signage on the trails. He plans to research the variety of races that happen on the trails in/near Bemidji and try to determine their similarity and what type of wayfinding signage they use.

So far Henry has looked at bike programs in Fergus Falls, Sault Ste. Marie in Ontario Canada, and small towns in Arkansas, Alabama, and Texas. He realizes he needs to focus on cities that winter and are more similar to Bemidji.

Henry will work with Bike Bemidji and Loop the lake. A Steering Committee will be formed to help research a bike share program for the city.

RECREATION UPDATE, JAMIE ANDERSON

Jamie handed out the 2018 Recreation Summary and presented the power point she plans to show the City Council at the November meeting. She incorporated the new logos and colors in the

power point program. She gave an overview of the money that came from donations, sponsorships, and scholarship. Currently, the day camp scholarship program has \$1,171.00 and 11 day camp scholarships were offered this year. Reviewed some of the new programs that were offered in 2018 and discussed the collaboration the Recreation Department is doing with BSU.

Jamie also gave an update of the current status of implementing the Strategic Plan such as the marketing materials, the new software that will be used for the parks and recreation registration as well as reserving facilities and garden plots. The new program will work with smart phones as well. She is also working on the new winter program brochure.

Suggestions to the power point program was to add the time frame when giving the financial data, and discuss the waitlists for the recreation programs. Share that participants are from all over the community as well as nearby towns.

Jamie is programming a fundraising scholarship event that could be a 5k for the camps kids. It is a “chase” type run where participants chase the kids from the Kids in Motion Day camp program that would include past and present participants.

Discussed that there are Recreation programs done at all parks, giving the public the opportunity to explore all city parks and not just Paul Bunyan and Diamond Point parks.

2019 FEES AND CHARGES

Neilson Reise Arena – Marcia is proposing increasing the rates \$6.00 to \$120 for all groups and \$105 for the BYHA and applying this same rate to the figure skaters. After reviewing fees at other facilities in similar/nearby towns, Bemidji is still the lowest priced arena. Discussed raising the rates higher in the summer when the expenses are higher to run the arena.

Motion by Heinonen, seconded by Kvale, to approve the proposed new rates. Motion carried.

Park Facility Reservation – Marcia is not recommending any changes to the fees for renting the facilities in the parks.

Field Rentals – Discussed looking at changing rates for softball tournaments only. Charges would be based on what the tournament directors need such as dragging the fields, chalking, and using concession. There will be an additional charge for specific services. The fee would be broken down per field per day plus the charges for additional services.

Motion by Heinonen, seconded by Kaney, to adopt Marcia’s recommended field fee rate and add a field drag fee and chalk fee of \$2.00/per time and collect 5% to 10% from the concession sales. After discussion, Heinonen amended his motion to increase the rates from \$43.75 to \$45.00 per field per day, include a \$2.00/per time dragging fee and a \$2.00/per time chalking fee and to collect 5% to 10% from concession sales. Motion carried.

Discussed raising the field rate next year to \$50.00

COMMISSIONER UPDATE

Tina Kaney commented on the shade structures at Paul Bunyan Park and that they seem to be located in great locations.

Don Heinonen saw monarch butterfly gardens while visiting parks in Iowa.

Wendy Kvale saw an adult challenge course in the parks while in Maine.

The Lions Club donated to Daniel Robert's project. He has about \$3,000 for the project and he also presented to the Rotary Club.

DIRECTOR UPDATE

Marcia gave an update on the ice study and indicated that the feasibility study and the evaluation of the Neilson Reise Arena are back. The next piece of the study is to look at adding another sheet of ice at the Sanford Center and what that would cost as well as how much revenue is needed to operate a second sheet of ice. The study found that the demand and finance ability are not present in the community for five sheets of ice.

The Neilson Reise is a very community orientated facility where the other facilities are geared to the schools. The Curling Club is not considered one of the five sheets of ice.

The MPCA is offering grants to replace landscaping equipment from gas to electric motors.

ADJOURNMENT

Motion by Heinonen, seconded by Kvale, to adjourn the meeting at 6:30 p.m. Motion carried.

Respectfully submitted,

Lolly Randall
Administrative Assistant