

**MINUTES
PARKS & TRAILS COMMISSION MEETING
NOVEMBER 13, 2018**

MEMBERS PRESENT: Tina Kaney, Mary Auger, Don Heinonen, Wendy Kvale, Annette Meyer, and Tonya Prim

MEMBERS ABSENT: Tom Anderson

COUNCIL & BOARD REPRESENTATIVE:

CITY STAFF & OTHERS: Marcia Larson and Lolly Randall

CALL TO ORDER:

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

APPROVAL OF OCTOBER 9, 2018 MEETING MINUTES:

Motion by Heinonen, seconded by Meyer, to approve the October 9, 2018 Meeting Minutes as written. Motion carried.

ORDINANCES/POLICIES

Marcia included in the packet the final draft of the Rules and Regulations and Special Event Ordinance for review by the Commissioners. The Ordinance will be going to the City Council in December for approval. Putting these Rules and Regulations in ordinance form assists the police in their ability to enforce the rules.

Discussed jet skis driving close to the beach area at the South Shore public beach. The sheriff polices the lake. There is a law that states motorized watercraft are to stay a certain distance away from a buoyed area and the signage could state the distance.

Suggested having a second buoyed area to create a buffer zone to the swim area. Discussed adding a comment on the Rules that failure to comply could lead to refusal to be allowed another permit.

Motion by, Kvale, seconded by Auger, to approve the Rules and Regulations Governing Public Parks Ordinance. Motion carried.

The Special Event Ordinance now requires the event holder to be responsible to follow through with the request to close a city street.

On-line Reservations/Forms – Marcia reviewed the online process to fill out a special event requests as well as the rental of a park facility process.

Motion by Meyer, seconded by Auger, to approve the Special Events Ordinance. Motion carried.

Discussion was held about changing the Commission name back to Parks & Recreation Commission. The consensus was that trails is incorporated in the parks and adding recreation makes the Commission more inclusive to the entire department.

Motion by Auger, seconded Prim, to change the name from Parks & Trails Commission to Parks & Recreation Commission. Motion carried.

GORDON FALLS PARK

There is \$60,000 in the 2019 CIP for a playground for Gordon Falls Park. Marcia has put together a park user survey for the residents who live in the neighborhood to complete. The survey responses will assist in planning the playground and other amenities in this park. The park is one city block in size, so it should not be too expensive or involved. The survey will be mailed to residents within a certain parameter of the park with a deadline of when to return the survey.

The Commissioners reviewed the survey and suggested putting reasons on #2 (why don't you visit the park) rather than leave it as a write in only. Examples are lack of facilities, safety, accessibility, and then leave space for them to write in another reason. Suggested for #12 to add "If you, or member of your household".

COMMISSIONER UPDATE

Mentioned a high pitch sound maker to keep the geese off the waterfront area.

Question regarding the removal of the buckthorn. It has not been completely removed on all city properties but it is a process.

Zebra mussels found in Lake Bemidji will impact the park staff to some degree. The county and Beltrami DNR could be more involved with some of the fishing tournaments. There is a unit that can be used at boat accesses to be used clean off boats to help reduce the spread of zebra muscles.

DIRECTOR UPDATE

Daniel Roberts has raised \$11,000 for the musical instrument play structures at Paul Bunyan Park.

Henry Pan is working on Cranksgiving which is a bike ride, food drive, scavenger hunt to be held on Saturday, November 16th.

Jared Stull, Park Superintendent, they have put up more Christmas lights in less time.

There are three open positions, a Student Intern, a Park Programming & Special Events Assistant, and Warming House Attendants.

ADJOURNMENT

Motion by Heinonen, seconded by Kvale, to adjourn the meeting at 6:00 p.m. Motion carried.

Respectfully submitted,

Lolly Randall
Administrative Assistant