

MINUTES
PARKS & RECREATION COMMISSION MEETING
DECEMBER 13, 2022

MEMBERS PRESENT: Tim Faver, Gwenia Fiskevold Gould, Tonya Prim, and Bethany Wesley

MEMBERS ABSENT: Tom Anderson, Kristine Bommersbach, and Don Heinonen

COUNCIL & BOARD REPRESENTATIVE: Dan Jourdain

CITY STAFF & OTHERS: Gary Guggenberger, Marcia Larson, Nate Matthews, and Lolly Randall

CALL TO ORDER:

Bethany Wesley called the meeting to order at 4:30 p.m.

AMENDMENTS TO AGENDA:

Motion by Faver, seconded by Prim, to approve the agenda as written.

APPROVAL OF NOVEMBER 10, 2022 MEETING MINUTES:

Motion by Fiskevold Gould, seconded by Prim, to approve the November 10, 2022 Meeting Minutes as written. Motion carried.

MEMORANDUM OF UNDERSTANDING – BEMIDJI VETERANS MEMORIAL

In August of 2008, the Veterans Memorial was dedicated to the city. The memorial is on city property, located on 1st Street, next to the Beltrami County History Center. The City Council passed a resolution accepting the Memorial but a Memorandum of Understanding (MOU) did not get adopted. The MOU has recently been reviewed by City Staff and the Bemidji Veterans Board and recommend approval.

Gary Guggenberger, Chair of the Veterans Memorial Board, explained the Memorandum of Understanding (MOU) is important when he is fundraising and applying for grants. He plans to get a MOU from Krause Anderson if the wellness center goes forward to insure they have the dedicated spaced that has been promised. The first order of business for the veterans is get a new sign placed, the sign cost \$36,000.00 and they have applied for a grant to cover this cost with Beltrami County.

Motion by Faver, seconded by Fiskevold Gould, to recommend approval of the Memorandum of Understanding between the city and the Bemidji Veterans Memorial Board by City Council. Motion carried.

MEMORANDUM OF UNDERSTANDING – TOURIST INFORMATION CENTER

In the summer of 2021, the Parks and Recreation Department entered into a Memorandum of Understanding (MOU) with Visit Bemidji through the end of 2022. This has been a successful partnership and both parties would like to approve the MOU to continue through 2023. The Visit Bemidji Board as already approved the MOU and now it needs to be approved by the City Council.

Marcia presented the budget for the Tourist Information Center for 2022. Visit Bemidji assisted with sales with their marketing expertise and the Recreation Department provided programs and events. With these combined efforts, there was a revenue of \$45,000.00 for the year. The building maintenance costs are run through the Park's Department and the TIC remodel was paid out of the City's liquor store reserves. Marcia will prepare the budget for 2023.

Motion by Faver, seconded by Fiskevold Gould, to recommend approval of the Memorandum of Understanding between the city and Visit Bemidji by the City Council. Motion carried.

LEASE AGREEMENT – CARNEGIE LIBRARY

The Bemidji Jaycees would like to continue to lease the space in the lower level of the Carnegie. The rent has been increased from \$10/square foot to \$15/square foot, however this amount will receive a 50% discount because Park and Recreation staff continue to utilize the meeting space and the need for this space will continue next year. The Jaycees Board are in agreement with the lease and now it needs to go to the City Council for approval.

Motion by Prim, seconded by Faver, to recommend approval of the Carnegie Lease Agreement with the Bemidji Jaycees by the City Council. Motion Carried.

2023 MEETING DATES

The 2023 Parks & Recreation Commission meeting dates were reviewed and no concerns were raised.

COMMISSIONER UPDATES

Fiskevold Gould was at the dog park and was asked if the Parks Department would be able to clear a small section of snow in the small dog area for the dogs to go to the bathroom and play. Marcia stated that there is no way to get equipment into the fenced in area. Suggestions were to have volunteers do it or leave some shovels at the park if they want to clear a space.

City Councilor Dan Jourdain thanked the Commissioners for their hard work and dedication to the city's parks and trails. The Commissioners all thanked Jourdain for his contribution on the Commission.

DIRECTOR'S UPDATES

Amber Mott's last day is December 22nd. The position is posted until the end of January.

Open house at the Carnegie on December 22nd from 12pm-3pm.

BSU/OPC DISCUSSION

The city and BSU have an agreement until July 2023 for BSU's use of the Outdoor Program Center in Diamond Point Park. The city and BSU held an information gathering meeting regarding how the city building and BSU came to enter into a lease when Diamond Point Park was remodeled. BSU shared they have some financial concerns and are looking to the city for some potential options. They pay about \$20,000 a year and this money goes into a fund for maintenance of Diamond Point Park. There will be another meeting in a few weeks.

OUTDOOR RINKS/WARMING HOUSES

The rinks are being flooded and hopefully they will open soon. There have been a few interviews done.

ADJOURNMENT

Motion by Prim, seconded by Faver, to adjourn the meeting at 5:30 p.m. Motion carried.

Respectfully submitted,

Lolly Randall
Administrative Assistant