

MINUTES
PARKS & TRAILS COMMISSION MEETING
APRIL 10, 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, Jamie Anderson, Joe Czapiewski, and Lolly Randall

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

APPROVAL OF MARCH 13, 2018 MEETING MINUTES:

Motion by Heinonen, seconded by Kvale, to approve the March 13, 2018 Meeting Minutes as written. Motion carried.

EAGLE SCOUT PROJECT, MUSIC PARK

Discussion was held regarding Daniel Roberts' Eagle Scout Project which is the installation of musical playground components at the Paul Bunyan Park, near the Inclusive Playground. Daniel would like to move forward with fundraising for the equipment for the music park. Marcia reported that she has not yet received an exact layout showing placement of the equipment but showed an overhead map of the park with some possible locations. There is plenty of room in the park for this musical playground. After consideration of all city parks, Paul Bunyan Park was determined to be the most appropriate park for this project. Daniel would like to purchase chimes, drums, and xylophone components for the playground. Discussed that there is no need for a fall surface such as what is beneath playgrounds so the equipment would be placed in concrete. The concrete could cost about \$2,000.00. Marcia reported that the city could purchase equipment from Landscape Structure at a good price by purchasing it through the state bid contract. After doing research, the sound/noise is not a concern, especially at the waterfront where the residential areas are not very close and being that this is a children's playground, it is unlikely that there will be activity during the evening hours. Daniel plans to raise all of the money to purchase the equipment but would need the city to pay for shipping. City staff would handle the installation with Daniel and his troop assisting. The cost to the city for the concrete and shipping should not exceed \$5,000. Most likely the project would be completed in 2019.

Motion by Mary, seconded by Don, to move forward with the Music Playground to be placed at Paul Bunyan Park and approve Daniel Roberts moving forward with his fundraising efforts. Motion carried.

RECREATION UPDATE – Jamie Anderson, Recreation Coordinator, shared the new 2018 Program Guide brochure with the Commissioners. She reviewed the new recreation programs along with some of the repeat programs. Discussed the idea of a “tween” outdoor camp. This Saturday is the Day Camp expo, and in a few weeks there is the Tiny Tot expo. Both expos will help promote the recreation programs.

IMAGE/LOGO DISCUSSION

The Park & Recreation Department purchased a passenger van and are interested in feedback on an image/logo that could be put on the van. Marcia has reached out to Mitch Blessing to see if he would be willing to put an idea together for the van image/logo. Discussed that it is important to recognize the van as the City of Bemidji. Other ideas were to include a fun logo that covers a large part of the van that represents various activities. Discussed not having it on the windows because the kids won’t be able to see outside. The idea is the same logo could be used on banners, and other Park & Recreation materials.

STRATEGIC PLAN PRESENTATION

Joe Czapiewski reviewed the final draft of the Strategic Plan with the Commissioners. He explained the process and that the background information is included in the document. The dashboard lays out the individual items and the timeline for these items along with the resources. The plan will go to the City Council for adoption at their May meeting.

Motion by Heinonen, seconded by Auger, to move forward with the adoption of the Bemidji Parks and Recreation Department Strategic Plan by the City Council.

The potential problem area could be a facility and hiring a fulltime recreation staff. Joe stated that both are very defendable in that the programming is growing. It was suggested to include photos showing adults and children in the programming and include handicapped accessible areas and include photos showing diversity.

COMMISSIONER UPDATE

The Recreation Department received \$1,000 donation from the Bemidji Jaycees for scholarships for Day Camps. Discussed using the van for a Parks & Trails Commissioner park tour.

DIRECTOR UPDATE

Seasonal positions – All of the Day Camp counselor positions are filled. Still looking for a marketing intern and need to hire more staff for the parks maintenance seasonal positions. There is still a part-time arena position open, this is a night and weekend job.

Minnesota Green Corp Host Site Update – Marcia had an interview with the PCA last week and there were 72 host site location applications but they are looking to award only 41 host sites. Marcia should know by the end of April if the city has been selected. Nice ride has changed their

name and structure, they offered the bikes to the city to use or sell. They will not be able to assist the city with a bike rental system.

Ordinance and Parks/Rules/Regulation Update – Marcia has been working on this and hopefully it will be brought to the Commissioners at next month’s meeting and then go to City Council for approval this summer.

Last week the parks staff removed some hazardous trees in the parks. They cleaned out some trees at Roger Lehmann Park but did not create a trail yet.

Marcia is still working on the projects for Roger Lehman, in particular the shed and replacing the pea rock. Marcia is also moving forward with shade structures at Paul Bunyan Park.

ADJOURNMENT

Motion by Heinonen, seconded by Auger, to adjourn the meeting at 5:50 p.m. Motion carried.

Respectfully submitted,

Lolly Randall
Administrative Assistant