

**MINUTES**  
**PARKS & TRAILS COMMISSION MEETING**  
**APRIL 9, 2019**

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

**MEMBERS ABSENT:**

**COUNCIL & BOARD REPRESENTATIVE:** Michael Meehlhause

**CITY STAFF & OTHERS:** Craig Gray, Sam Anderson, Marcia Larson and Lolly Randall

**CALL TO ORDER:**

Wendy Kvale called the meeting to order at 4:30 p.m.

**Motion by Heinonen, seconded by Kaney, to amend the Agenda include the South Shore Drop-Off Design Discussion. Motion carried.**

**APPROVAL OF MARCH 12, 2019 MEETING MINUTES:**

**Motion by Heinonen, seconded by Auger, to approve the March 12, 2019 Meeting Minutes as written. Motion carried.**

Marcia explained that since the beginning of the development at South Shore, there has been a plan to develop a drop off/parking area for the South Shore Park. The proposal will be going to the South Shore Design Review Committee on Thursday, April 11<sup>th</sup> and then onto the City Council for approval at their Monday, April 15<sup>th</sup> meeting. Since many of the Parks & Recreation Commissioners are unable to attend the meeting on Thursday, Marcia asked the Engineering Department to present the proposal tonight.

Sam Anderson, Assistant City Engineer, reviewed the four South Shore drop off design alternatives with the Commission. The designs are preliminary and changes are possible for any of the designs presented. The drop off ability at the site is a high priority with the ability for buses to use the drop off site. Once design started, it was soon realized the parcel is not that large which created some limitations as to what could be done on the site.

Alternative #1 is drop off only – no parking options. There is an expanded concrete area that could be a staging area for events and/or food trucks. Parking would be in the Sanford Event Center lot. Cost is \$180,000.

Alternative #2 is a similar layout to #1, with the addition of two – 90 degree handicap parking spaces. This design also includes some concrete area that is a bit smaller than what is in alternative #1. A retaining wall on the east side of the parcel will be necessary with this design. Cost is \$180,000.

Alternative #3 includes three parallel handicap parking spaces. The east side of the parcel will need a retaining wall as it is close to the property. Cost is \$200,000.

Alternative #4 creates a small parking lot with 17 spaces. It does include a limited drop off area but not for buses. It could include handicap parking and designates specific in and out lanes. It also includes a concrete sidewalk leading out of the parking lot towards the trail to the park.

There is a parcel available that might be a possibility for a parking lot to serve the park.

Discussed other options for buses if they went with alternative #4. Discussed the handicap parking spots in alternative #3 accommodating the van style handicap vehicle. Alternative #4, handicap parking would take up two to three spots. Discussed the importance of parking versus drop off. Some Commissioners liked the drop off only with no handicap parking or alternative #4. Some felt the drop off only option serves everyone.

Michael Meehlhause joined the meeting at 5:15

Discussed drop off only could cost the city more if a parking lot was built elsewhere, with that in mind, alternative #4 is preferred. It also encourages more spontaneity to check out the park if you have a parking lot close to the park. Discussed adding a plaza to alternative #4.

The consensus was for alternative #4. However, if the City Council choose a drop off only alternative; the Parks & Recreation Commissioners prefer Alternative #1.

Lighting and electric will be worked into the project. Marcia suggested replicating what is in the park currently using the lower bollard lights that have electrical outlets in them.

### **NYMORE OUTDOOR HOCKEY RINK**

There is \$70,000 in the CIP to replace the existing outdoor rink at Nymore Park with a design similar to the outdoor rink at City Park. This project was originally scheduled to be completed in 2018 but quotes did not go out until late summer and most of the contractors were already booked with work for the season. The city has received two quotes, one from Gordon Construction at \$129,264 and another from Frenzel Construction at \$98,640. Marcia suggested using the \$70,000 that is in the CIP and use parkland dedication to finance the gap of \$28,640. There is \$192,000 in the parkland dedication fund with approximately \$160,000 being designated to Gordon Falls Park. Many of the boards at the Nymore rink are rotted and not the correct height for a hockey rink.

**Motion by Auger, seconded by Heinonen, to proceed with the Nymore outdoor hockey rink project and hiring Frenzel Construction at \$98,640.00 with funding coming from \$70,000 in the CIP and \$28,640 from the Parkland Dedication fund. Motion carried.**

### **GORDON FALLS PROJECT UPDATE/TIMELINE**

The City Council approved the concept and authorized the project at Gordon Falls Park. A survey of the park needs to be completed and then drafting specifications for the earthwork will take place. Once these are completed, design and receipts of quotes for the playground, basketball courts will happen. The project should be completed by the fall. City Council recommended a bocce ball to the design.

## **BEMIDJI ROTARY CLUB – PARTNERSHIP**

Marcia met with Bemidji Rotary Club representatives and discussed projects they are interested in supporting. One is assisting in the installation of the playground at Gordon Falls and the other is working on the design and build of a natural playground at North Country Park. Marcia is drafting a Memorandum of Understanding for the Rotary Board to review. They would like to start on the North Country Park project next summer so Marcia will be drafting an agreement on that project as well.

## **COMMISSIONER UPDATES**

Mary suggested to include approve Agenda item for future meetings.

Home, Sport, and Travel show was successful for the Jaycees and the recreation department.

## **DIRECTOR'S UPDATE**

Design Review Committee/South Shore – April 11<sup>th</sup> at City Hall

Recreation – summer camps/programs/staffing. Summer camps registration opened online and many camps filled within a day. This year there were more job applicants for the recreation jobs but not as many for maintenance workers. Hired a yoga instructor for the first time and interviewed for skateboard instructor.

The ice study will go before the City Council on April 22<sup>nd</sup> at 5:30

League Cyclist Instructor Training/TS101 is coming to Bemidji and there is funding available through SHIP to help pay the cost of this training. Paperwork is included in the packet.

## **ADJOURNMENT**

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

Respectfully submitted,

Lolly Randall  
Administrative Assistant