

MINUTES
PARKS & TRAILS COMMISSION MEETING
MAY 14, 2019

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

MEMBERS ABSENT: Mary Auger and Wendy Kvale

COUNCIL & BOARD REPRESENTATIVE:

CITY STAFF & OTHERS: Marcia Larson and Lolly Randall

CALL TO ORDER:

Tom Anderson called the meeting to order at 4:30 p.m.

AMENDMENTS TO THE AGENDA

No amendments were made.

APPROVAL OF APRIL 9, 2019 MEETING MINUTES:

Motion by Heinonen, seconded by Kaney, to approve the April 9, 2019 Meeting Minutes as written. Motion carried.

PARK PROJECTS – 2019

Nymore Outdoor Hockey Rink – The old rink has been removed. The boards were rotten so they were not able to be salvaged. The City Council approved the contract with Frenzel Construction. Working on agreements and paperwork with them. They need to complete the project by the end of September.

Music Playground – Daniel and several of his troop members put the equipment together except for the chimes because they need to be put together on site. The site prep work has begun, concrete will be poured in the next few weeks. Installation of equipment is scheduled for the first week in June. The layout of equipment has been changed due to site conditions to meet ADA requirements. There will be a ribbon cutting event once the project is complete.

Gordon Falls Park – The survey for the park has been completed and plans are underway. Marcia just received the grading plan and once reviewed the final plans should be completed within a week and then it goes to City Council for approval so it still looks like a fall completion date.

South Shore Parking Area – Design for the parking area is proceeding and a drawing is included in the packet. Work continues on lighting and landscaping/seeding options. There will be a street light and bollard lighting similar to what is already in the park. A South Shore Park sign will be

put in the area. There is concrete going around the perimeter and it does include a small drop off area. If parking becomes an issue, there can be a time limit. There will be separate exit and enter points. The anticipated construction start date is August 1st. The building is off line for renting so people interested in renting the building during this time will need to call the office so we can inform them of the construction project to see if they still want to rent the facility. Discussed if there will be crosswalk striping on the sidewalk as it goes into the parking lot.

BEMIDJI ROTARY CLUB – PARTNERSHIP

Marcia has been working on two Memorandums of Understanding (MOU) with the Rotary Club. The final draft of the MOU is included in the packet. The Rotary Club is interested in helping with the install of the playground equipment at Gordon Falls Park. They also want to help at North Country Park so another MOU will be formalized for that project. The MOU also covers the insurance/liability issues for the City and the Rotary Club. The North Country project will need a committee formed and the MOU will cover the direction of the committee on that project. Once that MOU is completed, Marcia will bring it to the Parks & Recreation Commissioners.

Motion by Heinonen, seconded by Meyer, to approve the MOU with the Bemidji Rotary Club. Motion carried.

TOBACCO FREE POLICY

Marcia has included a copy of the draft of the amendments to the current Parks and Recreation Tobacco Free Policy that now includes e-cigarettes. The policy also adopted the approval of tobacco use for Native American spiritual or cultural ceremonies. This is not an ordinance, but a park policy so enforcing is limited. Discussed changing “Therefore we believe:” with different wording that is the same intent. Suggested “Therefore it is understood:” Discussed changing the wording Native Americans so this wouldn’t exclude other groups. Suggested replacing Native American to traditional.

Motion by don, seconded by Annette, to approve the amended Tobacco and Vaping Free Policy. Motion carried unanimously.

COMMISSIONER UPDATES

DIRECTOR’S UPDATE

Little Free Libraries are completed and were delivered May 10th. Three libraries were built, one will go by the Carnegie Library and one by the South Shore building. The third location is yet to be determined. BSU Construction Management class built them for the city.

Chimney Swift Project is moving forward with the assistance from Brian Hiller and the DNR. They are designing a roof mounted roost or nesting site. The BSU Construction Management club has expressed an interest in building the roost. Parks Department will help with the costs.

Most of summer staff has been hired and will start on May 13th. Adventure Camp for ages 11-14 will be offered this year in addition to Kids in Motion Day camp. Having difficulty hiring an employee to lock the bathrooms in the parks so considering hiring a security company.

Arbor Day Celebration will be on May 16th at 1:45 p.m. at Diamond Point Park with the 3rd grade class from St. Philips School. There is an eagle's nest in Diamond Point Park this year.

Chase the Campers event is a fundraiser for the scholarship fund and will be on May 18th at 9:00 a.m. This is an opportunity for campers to meet the camp counselors.

Carnegie completion date is approximately July 12th. Marcia will bring a plan of the building to the next meeting. The construction fence will remain to keep people off the newly planted grass. A children's reading program will be held at the Carnegie Library that will start in September. The Recreation Department will be run the administration part of the program and the Friends of the Carnegie group will provide the content and volunteers for the program part of it. The ribbon cutting and the reopening of the building is scheduled for August 11th.

Construction of the Overbeek property is underway. The fence along 23rd Street at City Park will be removed. Work has been done at Algoma Park.

ADJOURNMENT

Motion by Heinonen, seconded by Kaney, to adjourn the meeting at 5:45 p.m. Motion carried.

Respectfully submitted,

Lolly Randall
Administrative Assistant