

**MINUTES**  
**PARKS & TRAILS COMMISSION MEETING**  
**MAY 8, 2018**

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

**MEMBERS ABSENT:**

**COUNCIL & BOARD REPRESENTATIVE:** Michael Meehlhause

**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 APRIL 10, 2018 MEETING MINUTES:**

**Motion by Heinonen, seconded by Kvale, to approve the April 20, 2018 Meeting Minutes as written. Motion carried.**

**PROJECT UPDATES**

Shade Structure(s) – Paul Bunyan Park – Marcia reported there is \$8,000 to \$9,000 left over from the restoration of Babe project and the chamber donated these funds to the City Parks Department. It was decided to purchase shade structures for benches located at Paul Bunyan Park inclusive playground. Marcia showed the shade structure that has been selected. The structures can be taken down during the winter and they will be concreted in behind the sidewalk. The total cost for two shades is \$7,500, the city's portion is \$3,500.

**Motion by Heinonen, seconded by Meyer, to purchase two shade structures with the shade color being desert sand, and the pole color coffee brown, to be place near the Inclusive Playground in Paul Bunyan Park. Motion carried.**

Roger Lehmann – Marcia reported that staff cleaned up the wooded area in the park but are not sure if they will put in a trail; will wait until summer to see what it looks like. The cost to remove the pea gravel and replace it with engineered wood chips around the playground is approximately \$5,000. Marcia has not heard back from the South Lake Irving Association regarding their matching funds for the storage shed, so this is still in process. Marcia will follow up with the Association to try to define what type of storage they need.

Girls Fast Pitch Softball – the group contacted Marcia to use the softball fields at City Park. The fields would need to be modified to meet their needs; they need shorter fields. There are a range of options to address this but the least expensive option is to use temporary fencing that does not need to be pounded into the ground. The group is willing to cost share but the city would keep the fencing and it could be used for other groups. This could help with usage of the softball since the adult softball league is experiencing declining numbers and may end up using the fields less. The temporary fencing would give the city the option to work with other groups. The cost to the city would be \$6,000.

**Motion by Heinonen, seconded by Anderson, for Marcia to purchase the temporary fencing for the softball fields. Motion carried.**

### **RULES AND REGULATIONS**

Al Felix, the City Attorney, has the draft of the updated rules and will be working with Marcia to complete. Currently the rules are only written down on the signs in the park and the city would be better served if the rules and regulations were written in an ordinance.

Reviewed the potential new signage that includes not allowing hammocks in the parks. Will add no metal detecting in parks. Suggested start with the positive reasons why the rules are in place and include being respectful of the heritage of the area.

Marcia has reached out to a few resources to work on a logo for the Parks & Recreation Department and once the design is narrowed down, Marcia will forward to the commissioners.

### **PARK TOUR**

The commissioners will be taking a tour of the parks at their July 10<sup>th</sup> meeting.

### **COMMISSIONER UPDATE**

Tina brought a thank you card for all to sign and give to Joe Czapiewski for taking them through the process of developing the Parks & Recreation Strategic Plan.

Mary brought a question from some of her friends who work for the DNR regarding the City's hazardous tree policy. A hazardous tree policy was developed and implemented last fall for the city.

Tonya went to the disc golf park and commented on how clean the park was. She asked about the possibility of enlarging the disc golf parking lot and asked about planting where the erosion is bad.

### **DIRECTOR UPDATE**

Minnesota Green Corp Host Site Update – The City of Bemidji was selected as a host site for a Green Corp member who will start in October.

Strategic Plan – The Park & Recreation Strategic Plan was adopted by the City Council and were very appreciative of the work the commissioners did. Celebration will be held at the beach party at South Shore on June 1<sup>st</sup>.

Recreation Programming – the staff has been hired and the programs are starting to fill. Most of the parks maintenance staff is hired.

**ADJOURNMENT**

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

Respectfully submitted,

Lolly Randall  
Administrative Assistant