

Park and Recreation Board Minutes
February 14, 2022

The Parks, Recreation and Forestry Board met on Monday, February 14, 2022 at 12:00 noon in the Council Chambers at City Hall. Park Board members in attendance: Tami Revering, April Thompson, Kevin Rogness (chairperson). Not present: Chelsey Beilhartz, Lynn Wolters
Others in attendance: Len Taylor and Mick Johnson, Brett Burch, and Sarah Duffy.
The meeting was called to order by Kevin Rogness. The October 10, 2021 minutes were approved as submitted.

Disc Golf (Brett Burch)

Brett was in attendance to discuss the 9 hole disc golf lay out in Roosevelt Park (also discussed on December 13, 2021.

Bret Burch (Big Cat Disc Golf LLC) (inserted)

Donation Proposal
Dec 13, 2021

To: City of Fergus Falls
112 W Washington Ave
Fergus Falls MN, 56537

From: Big Cat Disc Golf LLC
123 Park Circle
Ottertail MN 56571

Project: 9 Hole Beginner Level Disc Golf Course
Location: Roosevelt Park
600 Randolph Avenue
Fergus Falls MN, 56537

This potential location boasts many benefits to serve the surrounding community in an effective way. Its relativity to local neighborhoods makes it a short walk away for many seeking some quick simple exercise by throwing the quick 9 holes and heading on home. This location serves as a great introduction opportunity based on the ability to utilize it for a physical education program if the school system so chooses. I highly recommend it as disc golf is still trending upward! I will also have the ability to promote the nine hole course as a practice area for competitors that come to town for the Annual Delagoon Disc Golf Challenge. This would bring them across town to their practice area encouraging more potential local business and familiarity with the city. I believe this familiarity with a city helps the chances of retention on the tourism side regarding annual events.

Scope of the Project & Conditions:

Equipment & services to be donated upon agreement of conditions and approval of both parties.

- 9 Permanent Disc Golf Baskets
- 9 Tee pad Sign Posts
- Course Design
- Installation
- Installation side note (I have a team of sponsored players that I work with closely and would love this type of project as a team building opportunity)

Conditions to be met, and these will remain open to negotiation as we move forward and learn more about our potential situation.

Upon approval and installation of this equipment, moving forward if it is to be removed by the city for any reason that may occur. The City of Fergus Falls is responsible for creating and implementing a plan for re-installation within three months of removal. Or release the disc golf equipment back to Big Cat Disc Golf LLC. My reasoning behind this is that baskets that are in the ground are the only ones doing any good. ~~It~~ is the first part of our mission at Big Cat to grow the sport in a positive fun-loving leadership-based fashion. And we simply wouldn't be living up to our mission statement if we were to donate this equipment and have it not being used within a park system.

Secondly, we would like to publicize the new course in a standard fashion with a ground breaking ceremony. If we don't use concrete on the baskets or posts, the project can be complete in a matter of hours. And even playable by the afternoon if we choose to go that route. This would allow for a great opportunity to introduce the public to the new course.

This concludes the project scope that is in question. I hope these aren't too big of conditions to ask of you as this project is an asset for the city that is safe, fun, healthy, very cost effective and encourages outdoor recreation for years to come. Thank you for your time and consideration over this proposal!

Sincerely,

Brett Burch

Q & A:

Q: Is there a course planned out?

A: There is not one planned out yet. It would begin as a preliminary design and a walk through process.

Q: Is the entire park going to be used, including the hill?

A: Yes, it would include the hill, back side by the parking area.

Q: Is there a reason to change from the original discussion of adding to Delagoon for tournament purposes?

A: They are still looking to expand at Delagoon. The group wants the exposure to younger people. It is still intended to expand at Delagoon. Len mentioned the area slated for a pool.

Q: Could Kirkbride park area be utilized for disc golf?

A: Brett is not as knowledgeable of this area. This one would be more of a beginner's course.

Brett is interested in hearing any options for locations. There will not be any concrete used. Delagoon is cemented in. There is a chance that they could "walk off". These are very cost effective either way.

Discussion points:

Donation of discs? Suggestion to donate during ground breaking, or possibility of checking out from the Public Library.

Mick would like to see a course design for mowing purposes. Brett will work with Mick on the design aspects. He would like to see concrete.

Brett will return to the board in a future meeting with a layout to view for approval.

A motion was made by Kevin Rogness and seconded by April Thompson to approve the moving forward with the 9 hole disc golf course at Roosevelt Park with the conditions presented. The motion carried.

Renaming NP Park (Sarah Duffy)

Sarah Duffy (representing Fergus Falls Kiwanis) was present to discuss the changing the name of what is currently NP Park. She gave updates on the project. She is requesting the city to consider changing the name of the Park or of the playground. Dr. Magnuson passed away last year. He served the community as a pediatrician for over 40 years at Lake Region Health Care. The cost to change the signage, maps, etc. was discussed. The group did not feel that this would be an issue with the donations that have been received. There was discussion of the entire park being named, or just the playground. There was thought that if someone donated a shelter, or other donations that the park would hold that may want other names included as donations. The board felt that either choice was appropriate, with additions to the park future. It was questioned if Lake Region Health care has a preference. Sarah said the two options had not been discussed. A motion was made by Kevin Rogness and seconded by April Thompson to name the playground in honor of Dr. Allen Magnuson and keep the NP Park name. The board is aware that the City Council will make the final recommendation-decision. There was no other discussion.

Updates

Mick explained that the outdoor rinks and bike paths are open, but are rough. City staff will get back to them once city sidewalks are cleaned up.

There has been vandalism done in warming houses at Channing and on Lake Alice. The city is looking into the possibility of installing cameras. Automatic locking doors were also discussed. There will be some tree trimming done, as time allows.

The City is beginning work on hiring for the summer programs. Sponsor information has been sent out. Online registration will open on April 1, 2022 at 8:00 a.m.

Habitat 500 event will be in Fergus Falls this summer. They are looking for some assistance.

Pam will have more updates later on this.

Mick has spoken with John Demuth in regards to the possibility of using a portion of the arena for curling. There is a small group that has shown interest. They would be looking at any costs associated with this.

Len wanted to remind the group of "reply all" when emailing. Doing this constitutes a meeting that has not been scheduled. If any information needs to get the board, please go through Len or Connie and the information can be shared.

The lights that are at the Dog Park are not paid for by the City. Len will check on what a flat rate would be for this.

There was no other business. The meeting adjourned at 12:55 p.m.

Submitted by Connie Petersen

Park and Recreation Board Minutes March 14, 2022

The Parks, Recreation and Forestry Board met on Monday, March 14, 2022 at 12:00 noon in the Council Chambers at City Hall. Park Board members in attendance: Tami Revering, April Thompson, Kevin Rogness (chairperson), Chelsey Beilhartz, Lynn Wolters
Others in attendance: Len Taylor, Mick Johnson, Pam Muxfeldt, Patrick Hollister Mallory Jarve, and Tucker Roland.

The meeting was called to order by Kevin Rogness. The February 14, 2022 minutes were approved as submitted.

Mick introduced Tucker Roland. Tucker is a student at Kennedy School. He will be shadowing the Park Department to get an idea of what the department does. He gets credits through the school for this. He spent time previously with Ryan Muchow at the Fire Department. He will be doing this for about 1.5 hours 3 or 4 days a week for the next few weeks.

Bicycle Playground discussion

Patrick Hollister and Mallory Jarve (Pedal Fergus Falls) were present for discussion. The City missed out on a grant opportunity earlier this year. A video was played that was created by MN Dept. of Transportation. This one showed one from Rochester, MN. Another was also shown from Seattle. Fergus Falls is interested in creating an area for this.

Grant opportunities are available and do not require a match in funding. The grants have higher limits so hopefully would be no costs to the City. It would also look at costs for future maintenance. The bicycle playground would be open to the public when events are not being held. The minimum requirement is \$5,000.00. One location discussed was the old BJ's site. It is unknown right now what the long term plan is for this site. It is already paved. When a site is chosen, it is hoped that it would be there for 10 to 15 years. Len explained that the BJ's lot it is not a highly used lot. He feels that it could be split off and dedicate a portion to just the bicycle playground. It has also been discussed as being a future location of a trail head. If additional maintenance in the future, or changes are made in the future, an additional grant can be applied for. The initial work done by the contractor, including design are costs that can be submitted. The last one was due by Mid-January of 2022. By waiting, this will give time to have secure, firm costs ready and have it planned out right. Mallory encouraged the group to have the location chosen before making application in January, 2023. If the old BJ's is chosen as the location, fencing would need to be included. The west half of the parking lot at the old Shopko location was discussed for a more central location to down town.

Mallory wanted to remind the group that the City will have to spend the money up front before being reimbursed. The grant will be approved by MN Dot, but not paid out until the work is complete and the money is spent. MN Dot will reimburse the City at that time. Chelsey made a suggestion of possibly working with the local Arts Council to help with design and painting options. They may partner in on some grant moneys they could receive.

A motion was made by Kevin R. and seconded by Tami R to look at the feasibility and location with details for a bicycle playground for Fergus Falls and to be ready for grant opportunities through MN Dot by November or December of 2022. There was no further discussion. The motion carried.

New Business

Len explained the discussion of the naming of NP Park that was discussed in the February, 2022 meeting. The Council (in its last meeting), voted to name the entire park Dr. Allen Magnusson Park, vs. the playground only. Mick is looking into signage.

Summer staff applications are coming in. There will be a flyer in the utility bills with information. The age limit is 16.

Lighting was installed at Higgins Dog Park. Otter Tail Power put them up, and will be maintained by them. There are no timers. They will be on from dawn to dusk. They are directed downward to avoid homes getting the light.

Chelsey asked if signage or more monitoring can be done for the speed on this road. Len will look into this. The previous LB Homes building will be a grade school, so possible signage will be used nearby.

Old Business

Len gave history of what was discussed in regards to the disc golf course at Roosevelt Park. Mick is working through details with Brett Burch after the snow melts for a potential lay out. It has not been decided if they will go in with concrete, or without. Once the plan is put together, it will return to this Board for review.

Update on chiller at Community Arena: Len will meeting today with the Hockey Association and the Figure Skating Club. The City has a commitment from them to pay for a temporary chiller. They will cover the cost of this and will have ice in June, July, and August. At some point this year the school is going to start on a new cooling system for Kennedy and Roosevelt and the City will buy the chiller from the school, giving the City the capability of having ice year around.

Pam: Reported that there are about 2 to 3 weeks of ice left in the arenas. Ice will come out of the south rink on Monday, and the main rink will come out beginning April 1. Girls softball starts today. Boys baseball starts next week. The summer brochure is planned to go out by tomorrow and in the City's web site. It is not printed anymore. It was pulled off the presses when Covid shut things down. It was about a \$3,000.00 savings. It did not hurt the registration numbers. There a lot of park reservations coming in.

Mick: Park operations are pretty mellow right now. It's the time of year when the arena is winding down, and hopeful that the snow removal of sidewalks and paths is also slowing down. Flowers are being planted. The benches that were donated for the dog park are at the shop for assembly. They will be anchored. Outdoor rinks came out yesterday.

The Downtown River Front Project- phase I is set to be useable late spring, early summer. The second phase of the project will be bid out in April with May construction beginning. The Delagoon improvements project is set to go on the ballot in November for a half cent sales tax question. This master plan can be found by searching the City's web site by "Delagoon master plan".

There was no other business. The meeting adjourned at 12:45 pm.

Submitted by Connie Petersen

PARK AND RECREATION
JULY 11, 2022 PARK BOARD
AGENDA

1. Meeting called to order
2. Approve May 9 and May 23, 2022 Park Board minutes
3. Bicycle playground update (Wayne Hurley)
4. Surplus playground equipment (VanDyke Park)
5. Old business
6. New Business
7. Adjourn

PLEASE RSVP TO 218-332-5435 OR RETURN REPOSE BY E-MAIL TO CONNIE. For accommodations if you have special needs, please call 218-332-5435 or 800-627-3529, TTY, Voice, ASCII (Minnesota Relay Service).

Park and Recreation Board Minutes May 9, 2022

The Parks, Recreation and Forestry Board met on Monday, May 9, 2022 at 12:00 noon in the Council Chambers at City Hall. Park Board members in attendance: Tami Revering, April Thompson, Kevin Rogness (chairperson), Lynn Wolters. Not present: Chelsey Beilhartz
Others in attendance: Len Taylor, Mick Johnson, Pam Muxfeldt.

The March 14, 2022 minutes were approved as submitted.

Old Business

Len mentioned discussion held about curling. There is a group that is very serious and connected with a local, Cameron Rittenour who has moved up in the ranks with curling. He is knowledgeable on equipment and how to set up the ice. The group is getting into a fund-raising phase of trying to purchase equipment with a plan to have things up and running for this fall. There will be 4 "sheets" on the north rink. This also compares to 4 "lanes" on one sheet of ice. It would be a recreation program where all registration would go through Pam's office. There may also be some in conjunction with Community Education for some publicity. This could become a "club" and possibly an additional user group at the arena. The total for one sheet of ice (4 lanes of 8 players) would be 32 people. Sunday evenings are currently the only time available. The group would eventually be competing with other towns / clubs. It could be a registration process comparable to Kids Kamp, a first come first serve basis. The group feels it could grow very quickly. Cameron has had discussions with the possibility of the arena at the Fairgrounds. There will be letters going out to solicit donations to local businesses. They are looking for \$25,000.00 for initial startup. The ice won't be ready for anything this summer for curling. Len let them know that it will be looked at for October. Other rink related: The City is planning to have ice on the north rink by June 13. Registrations are going well for Hockey Association, Figure skating, and possible outside user groups. The chiller purchase, the disconnect and reconnection from the school by the City is in the works to be used solely for City use. The timeline is to be disconnected from the school by August 8.

Pickle Ball- Mick has received a couple of quotes on fencing and moving, refencing on the tennis courts at Athletic Park. It is still in the phase of receiving quotes.

Mick has received drawings from Brett Birch regarding the disc golf course planned for Roosevelt Park. It may involve some school property that will need to be discussed with them for permission. Mick walked the course with Brett. There were a couple of minor tweaks made from the drawing. They are working on a couple of screen shots to present to the school to ask for permission to place on school property. If permission is received from the school, it would then mean getting locates called in and placing baskets. There was a question of what kind of signage would be done for this. A suggestion was made to add a sign to read "9-hole disc golf" to attach to the main Roosevelt Park sign, like the archery sign at Delagoon.

The Broadway bathrooms are going through a face lift inside and outside. It will remain in the same location.

Water is on at Delagoon, and the campground is open. Fishing piers are in.

Baseball and softball are up and running. Water is scheduled to be turned on by the end of the week at the Dog Park.

Weight restrictions will be lifted next Monday, May 16 for the County and the City. The restroom at NP park will remain closed during construction. It is hoped that the park will be open by the end of June.

Tree planting is about halfway finished. There are about 140 trees being planted amongst the parks and on boulevards.

Summer programs are up to about 926 registered. Church league softball is up to 16 teams on Tuesday nights. Four teams will be playing on 4 fields. Numbers are still coming in on ball. Kids Kamp is full. Pam will be sending out email reminders for ball teams to get registered in the next week. After that there is a late fee to pay. There are try outs on Thursday this week for the Majors and the Minors. Next Wednesday and Thursday will be meeting with coaches to get teams drafted. Once this is done, the registration for those levels will be closed.

There are about 30 to 40 flowerpots adopted downtown.

Len Taylor received word that Otter Tail Corp. has donated \$25,000.00 to Dr. Magnuson Park. There was discussion about a policy being implemented on naming parks. There is not one in place currently.

Len explained the grant that Pedal Fergus Falls received through MN Dot to expand the trail system at Ferber Park. MN Dot is requiring an archeological survey at this location. The City will pick up 20% of the cost and MN Dot will pick up 80% of the cost. The cost of the study is \$27,000.00. The survey will be conducted this summer and will put off the construction until next year. Depending on what they find, they could have some requirements on trail placement. Len will send the scope of the project to anyone interested in seeing it.

The first event at Spies family park will be on June 30 for Fergus Falls' 150th Birthday Day party.

Tami (in speaking with Chelsey). Chelsey talked to the manager at Home Depot regarding a structure at the Dog Park. He said he would be willing to cover some funds for a structure here. They talked about a gazebo with 3 walls. Tami questioned if it should have concrete structure, or be removable? Tami was getting quotes on a 10' x 15' structure. Mick felt a concrete base would keep mowing simplified. Mick mentioned relocating the picnic shelter at Barefoot Park. The park is unusable due to the railroad guidelines. Mick spoke with Pete Bython (a person that was involved with Barefoot Park). He may have the history on this shelter. If moved it would have to be dismantled.

There was no other discussion and the meeting adjourned.

Submitted by Connie Petersen

**Park and Recreation Board Minutes
May 23, 2022 (Special Meeting)**

The Parks, Recreation and Forestry Board met for a special meeting on Monday, May 23, 2022 at 11:00 AM in the Council Chambers at City Hall. Park Board members in attendance (by zoom or in person): Tami Revering, April Thompson, Lynn Wolters, Chelsey Beilhartz. Not present: Kevin Rogness (chairperson),
Others in attendance: Len Taylor, Mick Johnson, Pam Muxfeldt, also by zoom: Kent Lawagie and Jay Pomeroy (representing Bolten & Menk, Inc.)

The special meeting was called to order at 11:00 AM. The agenda was to discuss Delagoon Park improvements and the question to be presented on the November ballot for a half cent sales tax.

The presentation was presented by Bolon & Menk. The Budget for improvements at Delagoon Park is \$5.2 million. This included the following:

Campground Master Plan Updates	\$ 2,390,850.00
Utility Extensions	\$ 1,137,100.00
Soccer Field Concessions / Restroom Building	\$ <u>633,750.00</u>
	\$ 4,161,700.00

There was discussion about possible costs being higher than estimated. There is a 10% contingency built in on each line item. This board also discussed different items on the overall list. After these discussions, a motion was made by Lynn Wolters and seconded by Tami Revering to recommend to council that the Campground Master Plan updates and water / sewer utility extensions for a total estimated cost of \$3,527,950.00 be presented on the November ballot. The motion carried unanimously. There was no further discussion. There was no other discussion and the meeting adjourned.

Submitted by Connie Petersen

Park and Recreation Board Minutes December 12, 2022

The Parks, Recreation and Forestry Board met on Monday, December 12, 2022, at 12:00 noon in the Council Chambers at City Hall. Park Board members in attendance: Tami Revering, Kevin Rogness (chairperson), and Lynn Wolters, April Thompson. Not present: Chelsey Beilhartz. Others in attendance: Len Taylor, Pam Muxfeldt.

The meeting was called to order by Chairperson Kevin Rogness. The November meeting minutes were approved as submitted.

Board Changes/Appointments

Today is Kevin Rogness' last meeting. He is termed out. Tasha Rolfs will begin in January 2023. The group thanked Kevin for his service. This will leave one vacancy.

Old Business

The topic of naming of parks was discussed. Members have been studying other Cities criteria, rules, policies, duration. The City of Fergus Falls does not have anything in place like this. Some had dollar amounts tied to them. Lynn felt it should not be just about money. It should be based on community support. Measurement of community support could be determined through social media. Dollar limits were discussed, but not determined. There are many variables. Len said the deeds would have to be gone through to be sure there are no restrictions to any parks. The City Attorney may have suggestions on what would be easier and acceptable. A time limit on how long a park could stay in place was also discussed. The group felt that 50 years seemed reasonable (unless a conflict occurs before that time limit). If a park was donated to the City, the group felt that this would keep it from anyone being able to re-name it. It is unknown by this board how many parks the City paid for and how many were donated. The soccer association had discussion about naming the soccer area after Dr. Eisenger. There has not been any discussion regarding a donation for this naming. The City is looking at putting up a building at that location this year and there was question on if they would want to build a building. Earlier on, the discussion was to name portions of parks vs renaming an entire park.

Kevin asked if the intent of this is to hold our ground and hold these names on parks that families have given or are we looking to benefit from resources that come into town. Lynn feels that each park needs to be identified as what parks want to be restricted from name changes. Len thinks this would be easily determined by the deeds which are readily available. Kevin suggested that the framework of a policy should be done when those that have some resources can bring to next months meeting. There may be different components to discuss as timeframe, community support, financial contribution, and availability (are there restrictions or not). Kevin was invited to return as someone that was on that special committee. Lynn feels there should be some kind of financial escalator in the contribution portion. It was agreed to discuss again at the February meeting.

Structure moving from Barefoot Park- The structure at Barefoot park can be cut apart and re-welded. It is hoped to be moved in early Spring. Len is going to check with "in house" staff to see what their comfort level is and may hire it out.

Broadway Park will become the dedicated Pickle Ball courts. The excavating is done, and gravel has been hauled in to get started. Completion will be in the Spring. There will be four courts. Len wasn't sure what the fence height is for this.

The Bicycle Playground will be at Athletic park on one of the tennis courts. The grant was re-submitted (without cement) it is a \$14,000.00 grant request. This is in addition to \$2,500.00 from West Central Initiative.

Tami learned from Chris Schulke that he is pretty sure that the Rookery at Adams Park was man made. Karen Terry will be at the January meeting. There was discussion of alternate locations for this. Kevin questioned if this should be a Park and Recreation issue, or should it be DNR or US Fish and Wildlife or possible County.

The parking lot at Godel Park is complete, including the path. There is some landscaping left to do going to the pier.

Pam reported that the Community Arena is busy. If the weather cooperates, it is hoped that the outdoor rinks will have ice getting made next week before Christmas. An area will also be cleared for skating at Delagoon.

The Cross Country ski trail at the Kirkbride Park has been groomed once. The City is getting a donation from the Nordic ski club to fund half of a position (Paul Mayer) to be a groomer, and Jonah Hove from the Fire Department will also be helping. This will help with getting the grooming done in a more timely manner than City staff was able to do it. The Nordic ski group has also been grooming at Roosevelt Park.

There was no other discussion. The meeting adjourned.

Submitted by Connie Petersen