

PARK AND RECREATION  
JANUARY 9, 2023 PARK BOARD  
AGENDA

1. Meeting called to order
2. Approve December 12, 2022 Park Board minutes
3. Rookery discussion (Karen Terry, Molly Stoddard)
4. Member Orientation-facilities, future projects
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 January 9, 2022

The Parks, Recreation and Forestry Board met on Monday, January 9, 2023, at 12:00 noon in the Council Chambers at City Hall. Park Board members in attendance: April Thompson, Tami Revering, new members Gayle Jacobson, Tasha Rohlf. Not present: Lynn Wolters  
Others in attendance: Len Taylor, Pam Muxfeldt, Mick Johnson, Jean Bowman, Molly Stoddard, and Karen Terry.

The December minutes will be approved at the February 2023 meeting.

Len Introduced new board members Gayle Jacobson and Tasha Rohlf. Board elections will be held in February.

### **Rookery at Adams Park Discussion (Molly Stoddard, Karen Terry)**

Molly gave history of the discussions that they had with the park board at the November meeting. She explained that the trees at Grotto Lake are the heart of the rookery. These trees are dying and aging out. It is a natural progression when the trees die the Herons and Egrets will move. Karen explained what a natural gift this is to have right in the city. There are only a couple of them like this in the entire country. There are birding groups that come from Alexandria and Detroit Lakes (ones they know of) that come here for this. At the November meeting options were discussed in how to keep this from happening. It included doing nothing at all, treating the soil, or building manmade rookeries. There are funding possibilities for building some. There is not a place to purchase them. There is a schematic. One is a wood structure and the other a metal structure. The estimated cost to make the metal structures (4 of them) would cost about \$13,000.00. Wood structures would be less expensive but would need maintenance over time. They are reaching out to the park board to make a recommendation to the council about whether to move forward or not. The timing of placing structures would be ideal when there is still ice. Len explained that if City staff were involved there might be times that a project like this could fit in. Some grants may have already been missed for this year. Most of them include manpower and a possible match. If wooden rookeries were built to start with it would cost less and would be able to see if there is more interest in the future, it could move from there to the metal ones. Karen doesn't feel that there is enough time to get the plans together this year to submit a grant. Len is going to try to add this to the January 25, 2023 agenda (Committee of the Whole) at 7:00 a.m. He invited Karen and Molly to both be there. It would be discussed at this level and be forwarded to the full council to vote on. There was question if there is a volunteer contingent besides the two of them that might be involved in some of the labor. Karen explained that there is a loosely connected group of about 12 different people that have come to meetings to talk about this. The Fish and Game Club and Boy Scouts, or an Eagle project were mentioned. Mick feels that if this moves forward, he would like to see the metal baskets that will last versus the wood that will require maintenance.

If a grant is applied for, the project would need to be approved by the Council. The City would act as the fiscal host to the money. A motion was made by Gayle Jacobson and seconded by Tasha Rohlf to move forward with a request to refer at the next committee of the whole meeting. All except Tami Revering were in favor. She is torn because of a park that is for

children having to deal with the mess that is made by the birds. Karen feels that the nesting sites could help control this by getting them away from the land. The geese also contribute to this. This will move forward to the committee of the whole meeting with 3 votes in favor. Len will add information to the committee packets. Future agenda will discuss how to limit the mess at this park.

### **Member Orientation-facilities-future projects**

Board appointments will be tabled until the February meeting. Len gave a handout of Member Orientation. He asked that each member read it.

Len put an aerial map up reflecting all the park acres. There are over 600 acres of park land in the City. Not all are maintained. He gave a brief description of the park areas. He pointed out Old Smokey and a hopeful future project of a tubing hill. This could be a million plus dollar project. He described a park in Sioux City, Iowa that has a park that has tubing, an ice-skating rink and bike trails. He thinks these things could be incorporated into Old Smokey.

Len learned this morning that the grant that was submitted for the bicycle playground at Athletic Park (TH Johnson) was awarded in the amount of \$19,700.00. It will be replacing the tennis courts. The same footprint will be used. The cracks will be repaired, and a sealcoat will be applied before painting.

The area at Broadway (Burnap Park) where an ice rink was years ago is going to be a pickleball courts. Excavation has been started here. It is hoped that both the pickleball courts and bicycle playground will be worked on right away in the spring for use. The bicycle playground will be worked on mainly by volunteers.

EG Noyes Park is land that was donated by Gina Noyes. That is the Butterfly park.

Hannah Park by the river is a small park with a playground and ball field. Across the River from Hannah (off Buse St.) is the old dairy property. There are some legal issues to work through before proceeding with future amenities.

Kirkbride park at the RTC is being considered for a grade school. The school district will have to present to the State Historic Preservation office for permission before moving forward and could get push back.

Tri-angle park on N Union could go away with discussion of a round-a-bout. This would be an Otter Tail County project, the same as the one planned near the YMCA on Friberg.

Ferber park located at the old Norgren property has a mountain bike trail network. It is currently being looked at for expansion with a grant this is in process. An archeological survey was conducted in November. Len has not seen the final report. If the grant goes through it would be an award of \$75,000.00 for this expansion. This effort was led by Dave Sanderson and Pedal Fergus Falls.

Red Sox park is located off W Fir / County Rd 1. It has a ball diamond, picnic shelter and playground equipment. It is unknown how the City got this land. The ball field is used regularly.

Godel Park is a natural area. It recently had a pier placed on Hoot Lake and a new parking area and path put in, which is all ADA assessable down to the pier. The parking and path were completed late in the fall.

Broken Down Dam park is a natural area. The only improvement is the stairs and a picnic area at the water's edge.

Delagoon is slated for a 5.2-million-dollar improvement to the lighting on the sports fields. The campground will have new amenities of water, sewer, electrical, a dump station, bath house,

and storm shelter. It is hoped to begin this year. Len is hopeful that a swimming beach can be added here also. Pebble Beach would still be maintained.

The gun club is a shelter near the golf course that is rented out about 3 times a week between May and September.

The River Walk is not all on City land. Part is on Wells Fargo and Otter Tail Power. There will be a new retaining wall put in this spring. The storm over Memorial Day caused damage. The insurance co. was slow to say if it was covered and by then it was late in the season. A contractor has been secured and has it on their list to begin repairs early in the spring.

Wright Park along Union Ave. It is not highly used but has some great views. A college student did a design for this park that included a look out over the river a few years ago. It's out there as a future project if the City decides to take it up on a list of improvements.

Roosevelt park is the designation of the Aquatics Center being built. This is also a part of the half cent sales tax. There will be 2 pools and parking area. Construction is set for 2024. Inflation changed the outcome of costs. There will be a legislative session that the City will request more for this.

Phase 2 at the Downtown River Front will begin in the Spring. There will be a splash pad at this location.

VanDyke park is at the Historical Society location. There will be playground equipment that came out of what is now Magnuson park to VanDyke.

Kennedy Park is a natural area that cannot be developed.

Jean explained a process that Otter Tail Power has when they relicense their dams. It is a federal process, and they are required to get input from the City and the DNR. This process is going on right now. With the City having this gem of a river and the recreational opportunities it provides, that if the dams are not going to be used, to look at possibilities of camp sites, completing trails, or repaving the riverwalk. She feels it is important to be very intentional, as this document is only revisited once every 10 years.

Len asked the group if there is anything they would like to ask or discuss about the parks, or if they think of anything to bring it to a future meeting. Tasha asked if there is some kind of fence that could be placed at Adams Park (Grotto Lake) to keep the goose, bird traffic away from the playground and area where Otto is. Mick explained that whatever is placed it would have to be a permanent structure (fencing). Anything that has been done to date doesn't last, as the birds get used to it. The same exists at Lake Alice. A fence along Magnuson park (for safety) was also discussed. This is mainly on the roadside (Cascade). Mick mentioned the same lights/ signs as the ones on Union Ave at Spies park crosswalks. Another was to not allow parking on the park side of Cascaded or eliminate some parking spots closest to the cross walk in order for motorists to see people at the cross walk.

Tami asked about the welding of the Barefoot park structure that will be getting moved to the Dog park. It is still being looked at.

Len let the board know that if they do have any ideas, or questions they can be discussed as new business items on the agenda, or to email him beforehand. Meetings are generally about an hour long.

Tasha asked about the people/or person that enquired about renting out kayaks at Pebble Lake. Len said there was some one, but it did not materialize. The idea is still available if someone has the interest to do this. It would go through a park vendor process.

Len is getting pricing (ball park) on equipment for Old Smokey to be used as a tubing hill for Ben to include in his request. The warming house would be at the top of the hill. It would be

nice to incorporate some other amenities here for use during the off season of tubing. This is going to be a request as part of a bonding bill. Jean explained that the City requested 1 million in a bonding bill last year for the phase 2 downtown river front. Since they didn't take the bill and the City did phase 2 anyway with other funds, legislature came back and asked if the City wants to request something else. It must be related to riverfront. The Council approved the 5.2 million request that is largely items as the dairy property and trails near the river. Old Smokey improvements was added to this as well. This all depends on if it is approved. The meeting adjourned and the next regular meeting will be on February 13, 2023, in the council chamber at City Hall.

Submitted by Connie Petersen

PARK AND RECREATION  
APRIL 17, 2023 PARK BOARD  
AGENDA

1. Meeting called to order
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4. Park Update
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6. New Business
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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

Park and Recreation Board Minutes  
April 17, 2023

The Parks, Recreation and Forestry Board met on Monday, April 17, 2023, at 12:00 noon in the upper floor conference room at City Hall. Park Board members in attendance: April Thompson, Tami Revering, Gayle Jacobson, Tasha Rohlf. Lynn Wolters  
Others in attendance: Len Taylor, Pam Muxfeldt, Mick Johnson

The meeting was called to order. December 12, 2022 and January 9, 2023 were approved with corrections.

**Election of Chairperson**

Len explained that Kevin Rogness was the previous chairperson and has termed out. Lynn Wolters volunteered herself. A motion was made by April Thompson and seconded by Tami Revering to elect Lynn as the board's chairperson. The motion carried. There was no other discussion.

**Park registration numbers (to date)**

Pam gave a handout reflecting the current registrations as of today. Online enrollment began on April 1<sup>st</sup>. Kids camp was filled in about 4 minutes. Softball registrations are coming in slowly. Registration cut off date is Friday, April 21 for adult softball teams. The team managers' meeting is next Tuesday. Other programs stay open until the Friday prior to the session beginning, or as they fill up. Girls toss numbers are low. The program will need at least 35 to have it.

There are 156 reservations for park shelters.

The campsite is on a first come first serve basis. Pam stressed for people to check the City's website for updates to any changes that will take place as the project here moves forward. Once the project is completed, there will be a reservation system in place. There was also discussion about possibly doing the same with park shelter rents in the future. Pam explained guidelines and rules when special requests are handled among parents and families with team sports.

**Park Updates**

Pickle ball is in the works at Broadway park. There is a lot of work being done at the American Legion baseball field. There is a \$70,000.00 scoreboard being delivered (funded privately) to this location. The School is donating an \$8,000.00 sound system at this location also.

There is a contract with DOT for the bicycle playground. Wayne Hurley and Malory Jarvi are getting materials and getting volunteers together to have a required completion date of June 25<sup>th</sup>.

Len had conversation with someone that lives in Kansas with ties to this area regarding the disc golf course at Delagoon. He gave Len some ideas on how to enhance the course here. If 9 holes were added, along with putting concrete pads in with signage at each hole it could attract larger tournaments. There was discussion of possibly getting donors to sponsor this. Brett offered to help with designing the additional 9 holes.

There was discussion about re-homing playground equipment from Roosevelt park that is just east of the skateboard park. There are some items that go from what was NP (now Magnuson) park to Vandyke park.

The City is looking at improving the shelter at Adams park and trying to find a way to keep the waterfowl out.

There will be a 4-foot-tall rubber coated chain link fence on the Cascade side of Magnuson Park just inside of the sidewalk.

Len is going to check with the manufacturer on the turning globe. It is extremely hard to push. Len is going to relay to Mick that there is a rubber piece on the entrance to the dog park missing.

A suggestion was made to put "clean up after your pet" signs at Spies park and may be a good place to put pet bags there to use.

Landscaping will be getting finished up at Godel Park. A suggestion to put a covered garbage can at Magnuson park. It is more esthetic that would look nicer.

The Barefoot park shelter will not be moving as originally planned. Len explained that at some point this will be opened. The River front property will loop from Broadway or Buse with a road going out thru St Andrews street to make a crossing there in the future. Len is working with the Otter Risers with moving the park structure from Roosevelt Park to the dog park.

The park naming discussion that took place earlier on is going to move to a different department. This board will be kept informed and in the loop. Tami and Lynn had done some homework on this with many different ideas.

Mick joined the meeting to give updates on operations. There have been a couple of different groups volunteering to clean up the river walk. There is a group through the ALC getting involved. They want to do a large scale clean up of the parks. They are waiting to see how many will be involved. Some want to do some tree planting by donations of local businesses. Mick is working on locations for this.

Len explained that the trees near the phase 2 project came out earlier than planned because of a breed of bats that nest with April 1 as the general starting date.

Emerald Ash bore has now appeared in Moorhead and in St Cloud. It could possibly be here. It could take up to 5 years for it to show. There are treatments that are not real cost effective.

The next meeting will be held right after the groundbreaking on May 4, 2023 at the phase 2 River front park area.

Len explained that the rookery discussion will be turned over to the DNR advisory committee. They will make recommendations to the Council.

There was no other discussion. The meeting adjourned.

PARK AND RECREATION  
May 4, 2023, PARK BOARD  
AGENDA

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2. Approve April 17, 2023 Park Board minutes
3. Old Business
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5. Adjourn

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**Park registration numbers (to date)**

Pam gave a handout reflecting the current registrations as of today. Online enrollment began on April 1<sup>st</sup>. Kids camp was filled in about 4 minutes. Softball registrations are coming in slowly. Registration cut off date is Friday, April 21 for adult softball teams. The team managers' meeting is next Tuesday. Other programs stay open until the Friday prior to the session beginning, or as they fill up. Girls toss numbers are low. The program will need at least 35 to have it.

There are 156 reservations for park shelters.

The campsite is on a first come first serve basis. Pam stressed for people to check the City's website for updates to any changes that will take place as the project here moves forward. Once the project is completed, there will be a reservation system in place. There was also discussion about possibly doing the same with park shelter rents in the future. Pam explained guidelines and rules when special requests are handled among parents and families with team sports.

**Park Updates**

Pickle ball is in the works at Broadway park. There is a lot of work being done at the American Legion baseball field. There is a \$70,000.00 scoreboard being delivered (funded privately) to this location. The School is donating an \$8,000.00 sound system at this location also.

There is a contract with DOT for the bicycle playground. Wayne Hurley and Malory Jarvi are getting materials and getting volunteers together to have a required completion date of June 25<sup>th</sup>.

Len had conversation with someone that lives in Kansas with ties to this area regarding the disc golf course at Delagoon. He gave Len some ideas on how to enhance the course here. If 9 holes were added, along with putting concrete pads in with signage at each hole it could attract larger tournaments. There was discussion of possibly getting donors to sponsor this. Brett offered to help with designing the additional 9 holes.

There was discussion about re-homing playground equipment from Roosevelt park that is just east of the skateboard park. There are some items that go from what was NP (now Magnuson) park to Vandyke park.

The City is looking at improving the shelter at Adams park and trying to find a way to keep the waterfowl out.



There will be a 4-foot-tall rubber coated chain link fence on the Cascade side of Magnuson Park just inside of the sidewalk.

Len is going to check with the manufacturer on the turning globe. It is extremely hard to push. Len is going to relay to Mick that there is a rubber piece on the entrance to the dog park missing.

A suggestion was made to put "clean up after your pet" signs at Spies park and may be a good place to put pet bags there to use.

Landscaping will be getting finished up at Godel Park. A suggestion to put a covered garbage can at Magnuson park. It is an esthetic thing, but would look nicer.

The Barefoot park shelter will not be moving as originally planned. Len explained that at some point this will be opened. The River front property will loop from Broadway or Buse with a road going out thru St Andrews street to make a crossing there in the future. Len is working with the Otter Risers with moving the park structure from Roosevelt Park to the dog park. Lynn feels that they may not want this moved to the dog park location, as they try to keep what they do driven more for youth and may not feel a dog park is youth orientated.

The park naming discussion that took place earlier on is going to move to a different department. This board will be kept informed and in the loop. Tami and Lynn had done some homework on this with many different ideas.

Mick joined the meeting to give updates on operations. There have been a couple of different groups volunteering to clean up the river walk. There is a group through the ALC getting involved. They want to do a large scale clean up of the parks. They are waiting to see how many will be involved. Some want to do some tree planting by donations of local businesses. Mick is working on locations for this.

Len explained that the trees near the phase 2 project came out earlier than planned because of a breed of bats that nest with April 1 as the general starting date.

Emerald Ash bore has now appeared in Moorhead and in St Cloud. It could possibly be here. It could take up to 5 years for it to show. There are treatments that are not real cost effective.

The next meeting will be held right after the groundbreaking on May 4, 2023 at the phase 2 River front park area.

Len explained that the rookery discussion will be turned over to the DNR advisory committee. They will make recommendations to the Council.

There was no other discussion. The meeting adjourned.

Park and Recreation Board Minutes  
May 4, 2023

The Parks, Recreation and Forestry Board met on Thursday, May 4, 2023, following the ribbon cutting for phase 2 of the Down Town River Front project. The meeting was held at the Spies Park Pavilion. Park Board members in attendance: April Thompson, Tami Revering, Gayle Jacobson, Tasha Rohlf, Lynn Wolters  
Others in attendance: Len Taylor, Pam Muxfeldt.

The meeting was called to order. The April 17, 2023 minutes were approved with corrections.

**Old / New Business**

Len reported that the retaining wall near Wells Fargo should be completed this month.

4 of the 7 glass overhead doors at the pavilion are being replaced by the contractor. The contract read tempered glass. 4 of them were not tempered glass.

A suggestion was made to place a dog bag station at the pavilion location.

The pickle ball court should have the pad going in within the month.

Wayne and Mallori are still seeking quotes for the bike rodeo (at Athletic/TH Johnson) park. Materials need to be purchased and invoiced before the end of June. They are traveling to other communities to get ideas.

Park Maintenance staff are getting things opened and ready for the summer season. There is still a need for 4 or 5 seasonal park staff.

There has been discussion regarding the river walk extending to the old Dairy property from Stanton (in front of houses). There is also discussion of moving it to the back sides of the properties and north of the railroad tracks, from the brewery going west.

Pam reported that summer registration deadline is next week.

Interviews will begin next week for the arena maintenance position. This person will be dedicated solely to the arena.

There are issues with 2 doors at the dog park. Len will relay information to Mick.

There was no other business. The meeting adjourned at 12:34 p.m. The next regular meeting will be on June 12, 2023.

Submitted by Connie Petersen

PARK AND RECREATION  
June 12, 2023, PARK BOARD  
AGENDA

1. Meeting called to order
2. Approve May 4, 2023 Park Board minutes
3. Old Business
4. New Business
5. 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  
June 12, 2023

The Parks, Recreation and Forestry Board met on Monday, June 12, 2023, in the Council Chambers at City Hall. Park Board members in attendance: April Thompson, Tami Revering, Tasha Rohlf, Lynn Wolters. Not present: Gayle Jacobson.  
Others in attendance: Len Taylor, Pam Muxfeldt.

The meeting was called to order. The May 4, 2023 minutes were approved.

**Old Business**

Tasha brought up the globe at Magnusson park and if it will be able to spin faster (extremely stiff). Len explained that Sarah Duffy has been in contact with Dakota Playground regarding this and some other punch list items. They will either get the sub-contractor here or will be here themselves to make adjustment/repairs.

The slab is not done for the pickleball court. The City is still looking for a contractor.

The bike playground surface has been prepped by city staff. Lot Pro's will be in to blacken the area with oil. The group is working on roadway designs. The grant requires that all invoices be in by the end of June. They are working to accomplish this. The actual painting will go on in July or August. Any money left over must be returned. They will be looking for volunteers. Tasha described what a "pump track" is.

The dog park has a large hole next to one of the benches (near the concrete). Len is going to have Mick flag this park for locations to place tires. He is also going to follow up with the a.m. Kiwanis regarding the shelter location at the dog park from Roosevelt park.

**New Business**

Capital improvements to parks are \$50,000.00 annually. This is not for regular maintenance. This is directly related to the tax levy. There was discussion of the life expectancy of park equipment and working through a replacement process.

The old Dairy property has a concept. The city appropriated 4 million for the path and purchase from the Port Authority. Development (if a developer comes along) could be a long time out. Len asked during the strategic planning process that was done, that there be a park plan made. This would involve hiring a consultant to go through each park and doing an inventory and assessing the equipment. The last one done was in the late 1990's. Len will check with Klara since there is not a City Planner.

Delagoon is in the planning stage. There may be some preliminary work happening this fall. Next year the Delagoon construction and Aquatic park will both be in full swing. Staffing at Pebble Lake (lifeguards) may discontinue here next year. The YMCA contacted Pam to explain some possible liability insurance issues. It was questioned if sand could be hauled into Pebble Beach. Len will look check on this. The DNR may have some restrictions on this.

Fund raising efforts for the splash pad (part of phase 2 of the downtown riverfront project) are going well. To date there is about \$258,000.00 to go of \$1 million.

Len just wanted to mention that the school board has discussed the purchase of field 5 at Delagoon. There has been no formal action and only discussion currently.

The Lake Alice warming house is closed due to recent vandalism. After repairs, it will be locked up at night by the Police Department, along with the Pebble Lake beach house.

Pam gave an update of current registrations and shelter / miscellaneous rent numbers.

There was no other business. The meeting adjourned.

Submitted by: Connie Petersen

PARK AND RECREATION  
AUGUST 14, 2023, PARK BOARD  
AGENDA

1. Meeting called to order
2. Approve May 4, and June 12, 2023 Park Board minutes
3. Acceptance of park bench donation
4. Summer Recreation numbers update
5. Old Business
6. New Business
7. Adjourn

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Pam reported that summer registration deadline is next week.

Interviews will begin next week for the arena maintenance position. This person will be dedicated solely to the arena.

There are issues with 2 doors at the dog park. Len will relay information to Mick.

There was no other business. The meeting adjourned at 12:34 p.m. The next regular meeting will be on June 12, 2023.

Submitted by Connie Petersen

Park and Recreation Board Minutes  
June 12, 2023

The Parks, Recreation and Forestry Board met on Monday, June 12, 2023, in the Council Chambers at City Hall. Park Board members in attendance: April Thompson, Tami Revering, Tasha Rohlf, Lynn Wolters. Not present: Gayle Jacobson. Others in attendance: Len Taylor, Pam Muxfeldt.

The meeting was called to order. The May 4, 2023 minutes were approved.

**Old Business**

Tasha brought up the globe at Magnusson park and if it will be able to spin faster (extremely stiff). Len explained that Sarah Duffy has been in contact with Dakota Playground regarding this and some other punch list items. They will either get the sub-contractor here or will be here themselves to make adjustment/repairs.

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The Lake Alice warming house is closed due to recent vandalism. After repairs, it will be locked up at night by the Police Department, along with the Pebble Lake beach house.

Pam gave an update of current registrations and shelter / miscellaneous rent numbers.

There was no other business. The meeting adjourned.

Submitted by: Connie Petersen

Park and Recreation Board Minutes  
August 14, 2023

The Parks, Recreation and Forestry Board met on Monday, June 12, 2023, in the Council Chambers at City Hall at 12:00 noon. Park Board members in attendance: Tami Revering, Lynn Wolters and Gayle Jacobson. Not present: April Thompson, Tasha Rolfs.

Others in attendance: Len Taylor, Pam Muxfeldt, Mick Johnson

The meeting was called to order. The June 12, 2023 minutes were approved with one correction to an agenda item.

**Old Business**

The Bicycle playground will have paint beginning tomorrow Aug. 15, being done by West Central Initiative along with volunteers. There are several signs ready and here for placement within the playground. There is also a sign for the park with a small sign below that reads "bicycle playground" that matches other park signs. The grant pays for all of this. Len isn't sure when it can be used.

The retaining wall will not be done yet (Union Ave). The original design cannot be used. A designer will be hired. The original was built in 2000. The steps and walkway are not "officially" open.

Lynn brought back discussion regarding the Pebble Beach sand. She did not feel it had changed and that it is nice quality sand beach and adding sand would be an unnecessary cost. Pam will have final usage numbers after last weekend when lifeguards are no longer working. Lifeguard staffing was a struggle this year.

**Park Bench Donation**

Pam reported that she reached out to a family several times regarding them wanting to do a memory bench at Lake Alice. She explained the "adopt a bench" program. They were going to get back to her. Some donations came in. She didn't hear anything back. Then a brother to the one she was working with called and said they had a bench ready to install. Typically, the City will hold ownership to the benches on City property. She wants to reach out to the family to get something in writing proving that it was a donation to the City. Fergus Monument wants it out of their way. There will be a locate done before placing and working with Fergus Monument on the location. Pam and Mick think it is going to be on the northwest area of the lake. It looks like a bench in Veteran's park. Lynn made a motion to accept the park bench donation in memory of Lori and Dale McKeever. The motion was seconded by Tami. The motion carried. There was no other discussion.

**Summer Recreation update (Attached spread sheet)**

Men's league and church league ended last week. Martial Arts will be done in 2 weeks. Big Friday was moved to Grotto park due to grub damage that made the field unsafe. Summer park and usage reports are attached to the minutes. The dollar amounts reflect outside user groups, not city programs.

Gayle asked if there is any way to get this information out to the public. She doesn't feel that people realize how much use the parks get. Pam will work with Jean Bowman (communications officer for the City) to see if she can get this information to the public. Shelters are still being rented and the Pavilion has been very busy. The daily rental rate for this will be reassessed.

The Lake Alice warming house has been re-opened after repairs from vandalism. It now stays open during the night. Len said there is someone that has offered up a donation to place automatic locks, cameras, or both. Len will follow up on that. Police do stop when they see the automatic lights on.

Campground update: The numbers for this project have increased. There was 5.2 million approved by the legislature for the sales tax. The project bids came in 1.6 million too high. The City is looking at ways to trim it back down. Len reported that Otter Tail Power has come back to possibly contribute to some of the cost of the lighting. The lights are 1.3 million for the complex and the 2 baseball fields. The lighting and the water and sewer piece of the project have gone up. The asphalt through the campground came out. This was about \$400,000.00 trimmed off. 2 satellite bathrooms were eliminated to just one main bathroom with showers near the trail head entrance. Next year will be a full season shut down if the project cost can be trimmed and bid satisfactorily.

Lynn questioned who is responsible for the restrooms at the Central Lakes trail head off state highway 210. Bathrooms are disgusting. Len will send possible contacts for this. Len suggested calling Kevin Felbaem with Otter Tail County (park and rec director) for possible contact information.

### **Vandyke Park update**

The location of the replacement equipment will shift to the west of where the current playground is. Things will need to be measured out to see what will fit in what area. There is a monument here. The organization is called "SHARED". It is a monument in remembrance of children that have passed. It was learned by old park board minutes with the help of the Historical Society. They wanted Delagoon and were not approved, then to Veteran's memorial, also denied. It then ended up at VanDyke park. It seemed to be placed randomly. Mick doesn't feel it to be necessary to remove. Trees were also part of the donation of this monument.

Mick sees this work beginning in about a month. The planning, layout, size and moving of other equipment needs to be decided on. The City will check with the League of MN Cities for ADA accessibility and the movement of the equipment that it is placed safely.

The bids came back high on the Aquatic park. The City is in the process of going through a review of items in the bid to see what can be trimmed.

Tami questioned men's league being on Fridays. She wonders if it could be moved to a different night. Pam said they have mentioned this with managers and most wanted it on Friday nights. Tami suggested it be brought up again. Pam will put it back out there for discussion.

### **New Business**

Gayle asked if City offers gift cards to purchase. They could be used for registrations, swimming, etc. Gayle made a motion to direct staff to investigate the possibility of selling gift cards for park and recreation use and possibly expanding from here. The motion was seconded by Tami. The City is looking into software for registrations and reservations. This may work out well to add the gift cards at the same time.

Lynn asked if handrails could be added to the bleachers at the ball fields. Mick doesn't believe that there are any on the bleachers in the parks. He thinks there could be a retro fit kit, if only on one side. The City has a talented welder also.

Hillcrest has asked if they could put in cement pads for their shot-putters. They would only be used in the spring for practice (not for track meets). The City could use the pads in the summer for picnic tables. The location is just outside the fenced area at right field. The City could request that Hillcrest replace divots with black dirt and seed. A sand pit would go beyond what the public would use. Without knowing how much damage the divots would cause, it was felt that there may be more discussion to be had.

Len had a request from someone that would like to do sales (vendor) (Gatorade, candy, pre-packaged snacks etc.) that would not interfere with the nights the concession stand is open. The permit process would need to be followed. Len questioned if City should request a percentage if he is requesting to use the building at Pebble Beach. He would want to do it on a regular basis. He is working for a non-profit (Knights of Columbus-a non-profit). The money raised goes back into the community. They give donations from a mutual fund. They are looking for other ways to raise money. It would be whenever our concession stands are not open at Delagoon. He would like a schedule to get permits for the whole summer. He would also like to be in the "in town" parks during City games and would like a schedule. Len compared it to the concession stand at the arena. The City does not charge for this because of an agreement that was put in place when the arena was built. If he is using utilities he would pay \$15.00 for use of this, just like any other vendor. Gayle felt it would be okay to try it for a year. He would have to pay for a 2 day permit. The same person would like to have a burger and brat grill out at the pavilion on Tuesday nights. If he is not using the building, he would follow the same (2 day permit) process for this also. If using the building (Pebble Beach) it would involve electricity. He would possibly start during the spring soccer season and throughout the summer in the various parks. He also requested shelter schedules. It was felt that these are private rentals and should not be made available.

There was no other business. The meeting was adjourned at 1:26 p.m.

Submitted by Connie Petersen

## Park and Recreation Board Minutes September 11, 2023

The Parks, Recreation and Forestry Board met on Monday, September 11, 2023, in the Council Chambers at City Hall at 12:05 pm. Park Board members in attendance: Tami Revering, Lynn Wolters and Gayle Jacobson, Tasha Rolfs. Not present: April Thompson. Others in attendance: Len Taylor, Mick Johnson.

The meeting was called to order. A motion was made by Gayle, seconded by Tami to approve the August 11, 2013 minutes with corrections. The motion carried.

### **Summer Recreations update (handout)**

A summary was given of Park and recreation's numbers for this season. Len welcomes any questions or comments. Lynn suggested that a few previous year's numbers be added to see where things are from one year to the next. Len will see if Pam could do this for a few previous years.

All shelters rentals (open/outdoor shelters) are \$50.00 a day to reserve, with exception to Spies Riverfront (\$100.00/day) and Pebble Lake (enclosed - indoor shelter) is \$150.00/day. The Spies (Farmers Market) will go up \$50.00 to \$150.00/day next year. Pebble Lake shelter will increase to \$175.00/day. Len suggested emailing or calling Pam if there are any questions about the seasonal numbers.

### **Old Business**

Mick explained that the person in charge of the Lake Alice project has told him that the numbers have decreased dramatically. This is a two-year program. There is a live buoy in the lake that measures and shares data. If there is a significant difference after two years, the City will propose a purchase. This is now being covered by State appropriations. There is power to this dock. The MPCA was given oversight of this \$75,000.00. There are questions regarding this. There are expenses that are not eligible. Once the water clears there could be a large flush of weeds.

The park bench made by Fergus Monument has been placed.

Len explained a group called "Save Roosevelt park" that are against the aquatic park location. This location was on the ballot when voted on. The City can't change it. It is unknown if they can go through the State to change this or not. The shelter and playground equipment has been pulled out of Roosevelt park. The shelter will be moved to Higgins Dog Park. This will be placed next spring (reassembled) as time allows. Some parts may need to be replaced. The stone grill at Roosevelt will also be coming out.

VanDyke park project has slowed down to make everything ADA compliant. Mick worked with a loss control representative with The League of MN Cities to make sure rules are in place for next year. The equipment is in good shape. Sidewalk access will be accessible. The same chips will be used as they are in Magnusson park. There will be no pea rock or sand.

The Bicycle park is almost completely painted. There are a lot of signs to install. There may be a shade canvas to add for the future. They are planning a grand opening this fall. It is assessable from Oak St. When completed, it will be the largest in the State.

Hillcrest is planning to put concrete pads in Hannah park for shot putting. They will be used for picnic tables during the off season. Hillcrest has agreed to fill and seed if it becomes an issue.

Len has not connected with the Vendor that had requested schedules for the parks. They have exchanged phone calls but have not connected.

Tasha joined the meeting. She is hoping that no big-ticket items will be trimmed from the aquatic park. Len explained items that will have changed in price tag are a large shade structure from the southeast

corner will be replaced with a smaller one. The flower boxes (rather than poured concrete) will be replaced with the same flowerpots that are in the downtown area (large cement). No water features have changed. The staff is going to be working on promoting lifeguards. Human Resources is working with community education to add lifeguard programs. Mick is putting word in with AD's and coaches. Some comes down to pay. Tasha wondered if there are other incentives to get people employed. The City can't provide this. The suggestion of paying lifeguards higher wages may need to be discussed in future budgets. Gayle feels getting the training is the most important. Mick suggests reaching out to outside communities.

Len is still waiting for quotes for the power (electricity) at the Kirkbride. The cost is unknown currently. The area behind the Kirkbride (for concerts) will cost about \$7,000.00.

The pickleball court has not been poured. The Friberg water main project took precedence over this. It is hoped that it will still get done this fall.

The Magnusson park equipment is under warranty. Any issues will be backed by Dakota Playground. There are still issues with the water fountain.

There have been several issues with vandalism in the parks. Sinks have been knocked off the walls. Mick is having the City's fabricator work on this issue.

There was no other business. The meeting was adjourned at 1:01 p.m.

Submitted by Connie Petersen

PARK AND RECREATION  
SEPTEMBER 11, 2023, PARK BOARD  
AGENDA

1. Meeting called to order.
2. Approve August 14, 2023 Park Board minutes.
3. Summer Recreation numbers update
4. Old Business
5. New Business
6. Adjourn

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Park and Recreation Board Minutes  
August 14, 2023

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Others in attendance: Len Taylor, Pam Muxfeldt, Mick Johnson

The meeting was called to order. The June 12, 2023 minutes were approved with one correction to an agenda item.

**Old Business**

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Lynne brought back discussion of Pebble Beach sand. She did not feel it had changed and that it is nice quality sand beach and adding sand would be an unnecessary cost. Pam will have final usage numbers after last weekend when lifeguards are no longer working. Lifeguard staffing was a struggle this year.

**Park Bench Donation**

Pam reported that she reached out to a family several times regarding them wanting to do a memory bench at Lake Alice. She explained the "adopt a bench" program. They were going to get back to her. Some donations came in. She didn't hear anything back. Then a brother to the one she was working with called and said they had a bench ready to install. Typically, the City will hold ownership to the benches on City property. She wants to reach out to the family to get something in writing proving that it was a donation to the City. Fergus Monument wants it out of their way. There will be a locate done before placing and working with Fergus Monument on the location. Pam and Mick think it is going to be on the northwest area of the lake. It looks like a bench in Veteran's park. Lynn made a motion to accept the park bench donation in memory of Lori and Dale McKeever. The motion was seconded by Tami. The motion carried. There was no other discussion.

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The Lake Alice warming house has been re-opened after repairs from vandalism. It now stays open during the night. Len said there is someone that has offered up a donation to place automatic locks, cameras, or both. Len will follow up on that. Police do stop when they see the automatic lights on.



Campground update: The numbers for this project have increased. There was 5.2 million approved by the legislature for the sales tax. The project bids came in 1.6 million too high. The City is looking at ways to trim it back down. Len reported that Otter Tail Power has come back to possibly contribute to some of the cost of the lighting. The lights are 1.3 million for the complex and the 2 baseball fields. The lighting and the water and sewer piece of the project have gone up. The asphalt through the campground came out. This was about \$400,00.00 trimmed off. 2 satellite bathrooms were eliminated to just one main bathroom with showers near the trail head entrance. Next year will be a full season shut down if the project cost can be trimmed and bid satisfactorily.

Lynn questioned who is responsible for the restrooms at the Central Lakes trail head off state highway 210. Bathrooms are disgusting. Len will send possible contacts for this. Len suggested calling Kevin Felbaem with Otter Tail County (park and rec director) for possible contact information.

### **Vandyke Park update**

The location of the replacement equipment will shift to the west of where the current playground is. Things will need to be measured out to see what will fit in what area. There is a monument here. The organization is called "SHARED". It is a monument in remembrance of children that have passed. It was learned by old park board minutes with the help of the Historical Society. They wanted Delagoon and were not approved, then to Veteran's memorial, also denied. It then ended up at VanDyke park. It seemed to be placed randomly. Mick doesn't feel it to be necessary to remove. Trees were also part of the donation of this monument.

Mick sees this work beginning in about a month. The planning, layout, size and moving of other equipment needs to be decided on. The City will check with the League of MN Cities for ADA accessibility and the movement of the equipment that it is placed safely.

The bids came back high on the Aquatic park. The City is in the process of going through a review of items in the bid to see what can be trimmed.

Tami questioned men's league being on Fridays. She wonders if it could be moved to a different night. Pam said they have mentioned this with managers and most wanted it on Friday nights. Tami suggested it be brought up again. Pam will put it back out there for discussion.

### **New Business**

Gayle asked if City offers gift cards to purchase. They could be used for registrations, swimming, etc. Gayle made a motion to direct staff to investigate the possibility of selling gift cards for park and recreation use and possibly expanding from here. The motion was seconded by Tami. The City is looking into software for registrations and reservations. This may work out well to add the gift cards at the same time.

Lynn asked if handrails could be added to the bleachers at the ball fields. Mick doesn't believe that there are any on the bleachers in the parks. He thinks there could be a retro fit kit, if only on one side. The City has a talented welder also.

Hillcrest has asked if they could put in cement pads for their shot-putters. They would only be used in the spring for practice (not for track meets). The City could use the pads in the summer for picnic tables. The location is just outside the fenced area at right field. The City could request that Hillcrest replace divots with black dirt and seed. A sand pit would go beyond what the public would use. Without knowing how much damage the divots would cause, it was felt that there may be more discussion to be had.

Len had a request from someone that would like to do sales (vendor) (Gatorade, candy, pre-packaged snacks etc.) that would not interfere with the nights the concession stand is open. The permit process would need to be followed. Len questioned if City should request a percentage if he is requesting to use the building at Pebble Beach. He would want to do it on a regular basis. He is working for a non-profit (Knights of Columbus-a non-profit). The money raised goes back into the community. They give donations from a mutual fund. They are looking for other ways to raise money. It would be whenever our concession stands are not open at Delagoon. He would like a schedule to get permits for the whole summer. He would also like to be in the "in town" parks during City games and would like a schedule. Len compared it to the concession stand at the arena. The City does not charge for this because of an agreement that was put in place when the arena was built. If he is using utilities he would pay \$15.00 for use of this, just like any other vendor. Gayle felt it would be okay to try it for a year. He would have to pay for a 2 day permit. The same person would like to have a burger and brat grill out at the pavilion on Tuesday nights. If he is not using the building, he would follow the same (2 day permit) process for this also. If using the building (Pebble Beach) it would involve electricity. He would possibly start during the spring soccer season and throughout the summer in the various parks. He also requested shelter schedules. It was felt that these are private rentals and should not be made available.

There was no other business. The meeting was adjourned at 1:26 p.m.

Submitted by Connie Petersen

CLASS	CLASS DETAIL	Registered	Price	Instructor
Softball - Church League		16	\$600.00	
Softball - CO-ED		8	\$600.00	
Softball - Men's League		9	\$600.00	
BASEBALL - ROOKIE T-BALL	23-08001 Ages 4-5	70	\$40.00	City of FF
BASEBALL - D-I (T-BALL)	23-08002 Ages 5-6	85	\$60.00	City of FF
BASEBALL - D-II (TOSS)	23-08003 Ages 7-8	98	\$60.00	City of FF
BASEBALL - MAJOR LEAGUE	23-08005 Ages 11-14	69	\$70.00	City of FF
BASEBALL - MINOR LEAGUE	23-08004 Ages 9-10	64	\$70.00	City of FF
SOFTBALL - GIRLS TOSS	23-08006 Ages 7-9	0	\$60.00	City of FF
GOLF - TOTS SESSION I	23-11111	11	\$50.00	Swenson, Kevin
GOLF - TOTS SESSION II	23-11211	9	\$50.00	Swenson, Kevin
GOLF CAMP	23-11119 Beginners	32	\$90.00	Swenson, Kevin
GOLF CAMP	23-11120 Juniors	25	\$90.00	Swenson, Kevin
KIDS KAMP	Session 1 - #23-13100	65	\$185.00	City of FF
KIDS KAMP	Session 2 - #23-13200	65	\$185.00	City of FF
KIDS KAMP	Session 3 - #23-13300	65	\$185.00	City of FF
KIDS KAMP	Session 4 - #23-13400	65	\$185.00	City of FF
KIDS KAMP	Session 5 - #23-13500	65	\$185.00	City of FF
STRENGTH TRAINING	23-05111 Grades 4-5	56	\$60.00	Ratz, Paul
STRENGTH TRAINING	23-05112 Grade 6	43	\$60.00	Ratz, Paul
STRENGTH TRAINING	23-05113 Grades 7-12	194	\$90.00	Ratz, Paul
TAE KWON DO - SESSION I	23-10110 Session 1 (Ages 4-5)	4	\$60.00	Gray, Doug
TAE KWON DO - SESSION I	23-10120 Session 1 (Ages 6-13)	8	\$60.00	Gray, Doug
TAE KWON DO - SESSION II	23-10210 Session II (Ages 4-5)	2	\$60.00	Gray, Doug
TAE KWON DO - SESSION II	23-10220 Session II (Ages 6-13)	4	\$60.00	Gray, Doug
TENNIS	23-06114 Session 1 (High School)	5	\$40.00	Schneeberger, Jesse
TENNIS	23-06115 Session 1 Advanced (Grades 6-8)	10	\$40.00	Schneeberger, Jesse
TENNIS	23-06116 Session 1 Intermediate (Grades 3-5)	12	\$40.00	Schneeberger, Jesse
TENNIS	23-06117 Session 1 Beginners (Grades K-2)	11	\$40.00	Schneeberger, Jesse
TENNIS	23-06214 Session II (High School)	5	\$40.00	Schneeberger, Jesse
TENNIS	23-06215 Session II Advanced (Grades 6-8)	12	\$40.00	Schneeberger, Jesse
TENNIS	23-06216 Session II Intermediate (Grades 3-5)	15	\$40.00	Schneeberger, Jesse
TENNIS	23-06217 Session II Beginners (Grades K-2)	11	\$40.00	Schneeberger, Jesse
TRACK & FIELD	23-15111 Grades K-1	26	\$40.00	Weide, Nikki
TRACK & FIELD	23-15112 Grades 2-3	42	\$40.00	Weide, Nikki
TRACK & FIELD	23-15113 Grades 4-6	32	\$40.00	Weide, Nikki
VOLLEYBALL CAMP	23-12111 Grades 4-6	57	\$65.00	Noon, Sabrina
VOLLEYBALL CAMP	23-12112 Grades 7-9	54	\$65.00	Noon, Sabrina
VOLLEYBALL CAMP	23-12113 Grades 10-12	16	\$65.00	Noon, Sabrina

TOTAL REGISTERED as of 8-14-23 1407

	April	May	June	July	Aug	Sept	Oct	Totals
Adams Park (Grotto)		1	2		3			6
Athletic Park		1	2		1			4
Broadway Park			3		1			4
City Hall Park								0
Community Arena	4							4
Delagoon Shelter #1		1	8	6	8			23
Godel Park								0
Kirkbride Park/RTC		2	10	4	3	2		21
Kirkbride Park - Backside			3	4	3	2		12
NP Park	1	10	5	7	1	1		25
OTC Museum - Farmer's Mkt								0
Pebble Beach		3	6	5	1	1		16
PLPS		7	10	10	8	3		38
Red Sox Shelter		1			1			2
Roosevelt Park		2	5	4	4			15
Van Dyke Shelter								0
Veteran's Park								0
Riverfront Pavilion		7	22	19	16	17	11	92
Disc Golf Tournament					1			1
							Total	263
Bleachers				2	2			4
Mobile Stage			1	4	2	1		8
Picnic Tables		1	3	5	8	4	1	22

