



# PARKS AND RECREATION COMMITTEE

**Thursday, June 08, 2023 at 5:00 PM**

City Hall 8319 Co. Rd. 11 Breezy Point, MN 56472

(218) 562-4441 | Office Hours 8:00 a.m. - 4:00 p.m. | [cityadmin@cityofbreezypointmn.us](mailto:cityadmin@cityofbreezypointmn.us)

---

## AGENDA

---

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL/AMENDMENT OF THE AGENDA**

**5. OPEN FORUM**

Items not included in the agenda.

**6. NEW BUSINESS**

A. May 11, 2023 Regular Parks & Recreation Committee Meeting Minutes

**7. OLD BUSINESS**

A. Disc Golf Course Update

B. Parks Master Plan Update Work Plan

C. 2024 Parks Budget Kickoff

**8. STAFF REPORTS**

**9. COMMITTEE MEMBER REPORTS**

**10. ADJOURN**

**Breezy Point Parks & Recreation Committee**  
**Thursday May 11, 2023 – 5:00 p.m.**  
**Meeting Minutes**

The regular meeting of the Breezy Point Parks and Recreation Committee was called to order by Chair Megan Zierden at 5:00. In addition to Chair Zierden, members present were Gail Arne, Sandra Logelin, Bill Toft, Deanne Trottier, and Diane Williams. Jim McKellar was absent. Staff present were City Administrator David Chanski, Assistant Administrator Daniel Eick, Public Works Supervisor Joe Zierden, Deputy Clerk Deb Runksmeier, Joe Garcia Ex officio, and Council Liaison Michael Moroni.

All present stood for the pledge of allegiance.

Approval/Amendment of the Agenda

MOTION WILLIAMS/LOGELIN, TO AMEND THE AGENDA WITH ADDING ITEMS 7.A. BUDGET AND 7.B. TAX FORFEITED LOTS, CARRIED 6-0

April 13, 2023 Minutes

MOTION WILLIAMS/TOFT TO APPROVE THE APRIL 13, 2023 MEETING MINUTES, MOTION CARRIED 6-0

Open Forum – the following members of the public spoke:

- Tim Olsen, 31908 Blue Ridge Drive

Parks and Recreation Budget

Discussion was made to direct staff to increase next year's budget for the Parks and Recreation Department.

Tax Forfeited Land

Discussed potential park uses for tax forfeited land in the city.

Consider Alternative Uses for Disc Golf Course Expansion Property

Bill Toft motioned to not vote for about recommendation due to parking lot re-zoning issue. Failed due to lack of Second.

The following members of the public spoke:

Jonathan Kurten, 31709 Green Scene  
Tracy Kurten, 31709 Green Scene  
Tom Lillehei, 7460 Fairway Lane  
Pam Cunningham, 8935 Ossawinnamakee Road  
Shane Humphry, Breezy Point Disc Golf Club  
Valarie Wallin, 31894 Blue Ridge Drive  
Shelly Bolz, 32096 O'Donnell Drive  
Travis Moser, 32433 Cedar Street  
Katie Kiley, 7699 White Overlook Drive  
John Kiley, 7699 White Overlook Drive  
Amanda Sigler, 31916 Blue Ridge Drive

Discussion on the use of the land from each committee member. Included history, experiences, and ideas.

MOTION WILLIAMS/ARNE TO APPROVE RECOMMENDATION TO COUNCIL AS DISC GOLF COURSE THE BEST USE FOR THE LAND DISCUSSED, MOTION CARRIED 4-2  
LOGELIN AND TOFT OPPOSED.

City Administrator Chanski work on Master Plan for June meeting.

### Adjourn

MOTION ZIERDEN/TROTTIER TO ADJOURN, MOTION CARRIED 6-0.

Meeting adjourned at 6:52 p.m.

Submitted by Deb Runksmeier, Deputy Clerk

TO: Parks & Recreation Committee  
FROM: David Chanski, City Administrator/Clerk  
RE: Disc Golf Course Update  
DATE: June 8, 2023

---



Having received the Parks & Recreation Committee's recommendation from their May 11 meeting as well as input from adjoining property owners, the City Council took action on the disc golf course expansion during their regular meeting on June 5. The City Council approved 4 motions in total:

- The City will moved forward with the disc golf course as staff time allows.
- Hole 5 and Pin 5 are not to be placed until the hole is realigned to the west.
- Staff is to create a special event permit for disc golf course use, and no additional tournaments (beyond the two already scheduled for 2023) are to be scheduled until the permit is approved by the City Council.
- The Planning Commission should continue the rezoning process for the 3 lots intended to be used as a parking lot.
  - o While the Council did have some discussion about reducing the size of the parking lot and planning for park amenities to be place in the extra space, they chose not to take any action on these items until the Planning Commission's recommendation on the rezoning comes before them. As such, no further work will be conducted on the parking lot until the City Council takes action on the issue.

The City Council made it clear that completion of the disc golf course and associated special event permit should only be done as staff time allows.

At this time, the City Council has not directed the Parks & Recreation Committee to take any further action on the disc golf course.



TO: David Chanski, City Administrator/Clerk

FROM: Daniel Eick, Assistant City Administrator

RE: Parks Master Plan Update Work Plan

DATE: June 8, 2023



## **Summary**

During the regular Parks & Recreation Committee Meeting held on Thursday, April 13, the Committee directed staff to create an in-house development strategy to revitalize the Parks & Recreation Master Plan. Master Planning, and the associated public comment opportunities, are critical to the operations and functioning of any city department. As such, staff recommends focusing on a workshop/community engagement process as outlined below.

## **Summary of Current Master Plan**

The current Parks & Recreation Master Plan was originally adopted in 2011 and is comprised of the four sections outlined below:

1. **Plan Elements:** This section focuses on developing the Mission statement, objectives, and ongoing community engagement processes of the committee.
2. **Parks:** This section focuses on the classification system the City uses for parkland, contains an inventory of all parks, and has a section devoted to future park planning.
3. **Trails:** This section focuses on cataloguing an inventory of the City's trails and walking paths. This section also defines how the City plans to develop future trails and walkable spaces.
4. **Open Space/Linear Parks:** This section defines terminology related to "open Spaces" within the City and further outlines the use of those spaces and their developmental goals.

The Parks & Recreation Master Plan also contains sections outlining Maintenance and Operations, Financial Resources, Strategic Planning, and Marketing and Public Relations. Staff are not recommending taking up these sections individually as they are holistic items and will need to be spoken about individually for all four major sections.

## **Master Plan Development Process**

Given the above plan outline, staff recommends the Committee engage with their fellow members and community across several Master Planning Workshops each focused on one section. These workshops will host conversation around the Master Plan with the goal of revitalizing the document by the end of the 2023 calendar year. Exact dates and times for the workshops are to be determined by the committee, but staff recommends

the workshops be held in conjunction with the City's Regular Parks & Recreation Committee Meetings.

Once all recommended updates are finalized, the City Council will be asked to approve the updated Parks & Recreation Master Plan during their Monday, December 4, 2023, Council Meeting. A prospective timeline of this plan is provided below:

- **June 8, 2023:** Approve the plan recommended by staff with any modifications requested by the Committee and begin implementation. The Committee may consider altering the naming conventions of the current plan if it so desires.
- **July 13, 2023:** Regular Parks & Recreation Committee Meeting immediately followed by Master Planning Workshop #1 on the Plan Elements section.
- **August 10, 2023:** Regular Parks & Recreation Committee Meeting approving updates to the Plan Elements section immediately followed by Master Planning Workshop #2 on the Parks section.
- **September 14, 2023:** Regular Parks & Recreation Committee Meeting approving updates to the Parks section immediately followed by Master Planning Workshop #3 on the Trails section.
- **October 12, 2023:** Regular Parks & Recreation Committee Meeting approving updates to the Trails section immediately followed by Master Planning Workshop #4 on the Open Spaces/Linear Parks section.
- **November 9, 2023:** Regular Parks & Recreation Committee Meeting to finalize the Master Plan and bring forward any last-minute additions or changes.
- **December 4, 2023:** Regular City Council Meeting to approve the finalized Parks & Recreation Master Plan ahead of the new year.
- **January 11, 2024:** Regular Parks & Recreation Committee Meeting to begin implementing the new Master Plan and develop a new Parks & Recreation Capital improvement Plan (CIP) to begin implementation in 2024.

### **Committee Action**

Staff is seeking Committee comment and approval of the above outlined planning strategy and requests the committee set any associated planning dates should it wish to adjust them.



**City of Breezy Point**

# **PARKS, TRAILS, AND OPEN SPACE MASTER PLAN**



**November 17, 2011**

# **City of Breezy Point Parks and Recreation Committee 2011**

Wini Kristufek, Chair  
Deanne Trottier, Vice Chair  
Deborah Simmons  
Joseph Kocak  
Erik Lee  
Scott Willer  
Diane Williams

## **CITY STAFF**

Joe Rudberg, City Administrator/Clerk

City of Breezy Point  
8319 County Road 11  
Breezy Point, Minnesota 56472  
218/562-4441  
[www.cityofbreezypointmn.us](http://www.cityofbreezypointmn.us)

# Table of Contents

## **Plan Elements**

Mission Statement of the Parks and Recreation Committee	1
The Objective of the Parks, Trails, and Open Space Master Plan	1
The Process	2
Community Input	2

## **Parks**

Park Classification System	3
Inventory of Existing Parkland	4
Breezy Point Drive Park	5
City Hall Park	5
City Beach	6
Boat Launch Area	7
Eagle View Playground	7
Fishing Pier	8
Future Parks Planning	8

## **Trails**

Inventory of Breezy Point Trails	9
Four Seasons Trail	9
City Hall Trail	10
Chiarella Trail	10
Pelican Lakes Conservation Club Trail	11
Pelican Woods Nature Trail	11
Ideal SnoPros Snowmobile Trail	12
Future Trails Planning	12

## **Open Spaces/Linear Parks**

<b>Open Spaces</b>	12
--------------------	----

Maintenance and Operations	12
Financial Resources	14
Strategic Plan	14
Marketing and Public Relations	18
Conclusion	18

## **Appendices**

A	Map of Current Parks/Parkland, Trails, and Open Space
B	National Recreation and Parks Association (NRPA) Guidelines
C	Criteria and Committee Assessment of City Parkland
D	Pelican Woods Nature Trail Rules and Regulations
E	Figure 15 from the Breezy Point Comprehensive Plan
F	Figure 16 from the Breezy Point Comprehensive Plan
G	Capital Improvement Plan

## **CITY OF BREEZY POINT** **PARKS, TRAILS, AND OPEN SPACE PLAN MASTER PLAN**

### **Mission Statement of the Parks and Recreation Committee**

The mission of the Breezy Point Parks and Recreation Department is to provide recreational services that positively impact the health of our citizens, the economy, and the quality of life; to acquire and preserve natural environment areas and green spaces; and to enhance and maintain the “up north character” in our City.

### **The Objective of the Parks, Trails, and Open Space Plan Master Plan**

To ensure existing park and recreational opportunities meet the needs of residents of Breezy Point today and in the future, the Breezy Point Parks & Recreation Committee has developed this Parks, Trails, and Open Space Plan Master Plan. The purpose of the Plan is to create a framework to ensure the community secures sufficient and appropriate land for:

- Park development with a high quality of recreational opportunities,
- Open space and trails, which meet the needs of all age groups and facets of the community, and
- The continued development of existing park areas with amenities needed and desired by the residents and visitors who use them.

This Master Plan refines and implements the general direction established in the **Breezy Point Comprehensive Plan** adopted in 2010. It is intended to become a stand-alone element of the **Comprehensive Plan** that will guide park and recreation development over the next 10 to 15 years. The Parks and Recreation Committee will have an operating budget of approximately \$17,000 beginning in 2011. As the City grows, it is the desire of the current Committee that the budget reflects this growth, so that subsequent Committees are enabled to fulfill the recommendations of the 2010 **Breezy Point Comprehensive Plan**:

***“Parks and open space.** Increase the amount of land devoted to parks and public open space whether for recreation or environmental protection. Extend and improve the trail corridor system. Improve public access to the lakes.”*

We believe the citizens of Breezy Point want a community that protects and preserves its natural assets (natural features, recreation, and water quality). The investment in the development of parks, trails, and open space is not merely an expenditure but is an investment in the future well-being of individuals and groups and contributes to the continued attractiveness and viability of the City.

This Master Plan should be viewed as a living document, to be evaluated and refined on a regular basis to keep pace with demographic, recreation, funding, and other trends as they evolve.



## THE PROCESS

In this process, we will:

- Review community survey data.
- Review current parks, trails, and open space and provide proposed improvements for these areas.
- Identify possible future park land and candidate sites for park and trail acquisition through the development process or purchase. Also determine which park facilities and amenities will be needed to serve future populations.
- Evaluate and identify trail corridors and links and assess open space opportunities.
- Identify long-term needs, trends and costs for the parks, trails, and open space system and develop goals, strategies, and policies.
- Review the City's current park dedication formula for both land and cash dedication for its ability to meet future needs.

### Community Input

The residents of the City of Breezy Point have provided input regarding the development of the Master Parks, Trails, and Open Space Plan through a public opinion survey distributed as part of **the Breezy Point Comprehensive Plan** process in 2008. 3,300 households and businesses were mailed the paper survey form and 950 (29%) were returned. Another 21 were completed via the City's website. A visioning workshop was also conducted to further determine the desired characteristics of a future Breezy Point.

Through this *Comprehensive Plan* process, the following findings were made which pertain to designing a Master Parks, Trails, and Open Space Plan:

#### Top 3 reasons for living in Breezy Point:

- Location (22%)
  - Natural features (20%)
  - Quiet community (12%)
- 
- Land use planning in Breezy Point is important. (85%)
  - Development should contribute to the existing "Up North" character of Breezy Point. (45%)
  - Protecting natural areas is important. (89%)
  - Providing additional recreational opportunities is important. (42%)
  - Recreational facilities felt to be most needed were trail system (49%), fitness center with pool (27%), picnic facilities (25%), recreation center (23%), playgrounds (21%) and swimming pool / aquatic center (19%).

**Ideas Generated through Citizen Brainstorming During the Comprehensive Plan Process**  
*(Only those items pertaining to Parks, Trails, and Open Space are listed)*

**Preserve**

“Up North” feel, clean lakes, trees/green community, wildlife/ general habitat, nature as a draw for tourism, air quality, cemetery with nature trails, ski trails, all recreational activities.

**Allow**

Senior/community center, civic center, bikeways and trails, “uniqueness.”

**Improve**

Green/open space, more walking trails and bike paths, increased awareness of parks, protection of lakes, beach maintenance, seasonal citizen involvement, parking lot near cross country ski trail, public access to lakes.

## PARKS

### **Park Classification System**

Park classifications define the minimum acreage and development criteria for different classes or types of parks. They are important in that they provide a common, consistent, and justifiable framework for planning purposes, allowing for the orderly development of the park system that ensures all community needs are fulfilled.

The classifications used here are based on the national guidelines recommended by the National Recreation and Parks Association (NRPA) and may be found in Appendix B. Currently, in Breezy Point, the park system is comprised of a mini-park, a community park with ball field, city/school playground, and parkland areas, such as the City Beach, and a Boat Launch Area. However, given the diversity, complexity, and changing needs of various parts of the community, the classifications are to be viewed as general guidelines. Some flexibility in the way they are applied will be necessary to address the conditions unique to each part of the City.

### **Mini Parks**

These are up to 3.9 acres in area in residential neighborhoods within a ¼ mile radius. They are a walk-to facility that provides play and passive recreation for the immediate vicinity and typically have:

- Playground equipment
- Picnic tables, shelter
- Open turf
- Natural Areas

### **Neighborhoods Parks** (This description is listed as an option for future development.)

These are 4 to 19.9 acres in area in residential areas within a 3/8 to 5/8 mile radius. They are a walk-to facility with amenities that are predominantly neighborhood-oriented (not generally to be used for competitive sports) and typically have:

- Picnic tables, shelter
- Playground equipment
- Trails
- Basketball courts



- Open field for casual, multi-use play
- Restrooms
- 10 to 20 parking spaces (off-street and/or on-street)
- Lighting

### **Community Parks**

These are 20 – 40 acres in area within a 1¼ to 2 ¼ mile radius. They are a drive-to facility that serves multiple neighborhoods and includes both competitive sports and passive recreation facilities that are typically not provided in neighborhood parks. These would have:

- Active sports facilities (tennis courts, basketball courts, etc.)
- Picnic areas
- Playground area
- Broad areas of open turf
- Lighted sports fields with bleachers
- Small passive areas for neighborhood park functions
- Community center for indoor recreation including kitchen, meeting rooms and large, open exercise area
- Natural area with trail

### **City-School Parks**

These may be 15-50 acres in area and range from having neighborhood to City-wide accessibility. Joint development of City-School parks allows for shared uses and benefits a wider section of the public. While schools use the facilities during daytime weekday hours, sports associations and the public may use the facilities during evenings and weekends utilizing the park to its full potential.

### **Inventory of Existing Parkland** {Refer to Appendix A – Map of Current Parks/Parkland, Trails, and Open Space.}

Breezy Point currently has four park areas with 6.74 acres of parkland, which includes Breezy Point Drive Park, City Hall Park, City Beach, and the Boat Launch area. Additional recreational facilities are available during non-school hours at Eagle View Elementary School.

The following provides a description of each park. Proposed recommendations are based on a park assessment completed by members of the Parks and Recreation Committee and City staff. The criteria and committee assessments may be found in Appendix C, Criteria and Committee Assessment of City Parkland.

## **Breezy Point Drive Park**



### **Assessment:**

This 0.25 acre park is classified as a mini-park, located between Breezy Point Drive and Breezy Point Blvd. in the southeast area of the City. At this time, the park includes a jungle gym, a small swing set, slide, porch swing, a bouncy ride, and two picnic tables. Most of the park area is sand-covered with a rim of grass around the outer edge. The trees are small and newly planted providing no shade.

This is considered a walk-to park with limited street parking.

### **Proposed Improvements:**

- Maintain this neighborhood park.

## **City Hall Park**



### **Assessment:**

We are classifying this 5.8 acre park as a community park located adjacent to City Hall. Amenities include a well-equipped playground, basketball court, one-third mile walking path, a pavilion with picnic tables, and ball field. Also available are benches, restroom facilities, two parking lots, ample shade-providing trees, and gardens. These facilities are handicapped-accessible.

The playground area is covered with an engineered wood fiber surfacing to provide a safer surface for active young bodies. The majority of turf is irrigated.

There are approximately 15 acres owned by the City surrounding the City Park campus.

**Proposed Improvements:**

- Add more picnic tables.
- Construct smaller pavilion in north lot.
- Extend walking trail loop.
- Construct disc golf course.
- Add Harmony Park instruments.
- Add additional barbeque grills.
- Construct nine-hole disc golf course.
- Provide signage as needed.

**Long-range Planning Options:**

- Construct a second ball field (following removal of maintenance sheds).
- Construct soccer field.
- Provide lighting for ball fields.
- Create skating rink.
- Acquire 7 plus acres of tax forfeited parcels and also vacation of road rights-of-way following acquisition of parcels surrounding the City Hall campus as identified in the *Breezy Point Comprehensive Plan*. This acquisition would provide land for a Community Center which would include a fitness and recreation center, an aquatic center/swimming pool, library, and a kitchen area among other identified amenities.
- Construct tennis courts.
- Consider additional basketball court.

**City Beach****Assessment:**

This 7,000 square foot space is an unclassified recreational area consisting of sand and which has approximately 215 feet of lake frontage on Pelican Lake located on Sand Beach Drive. Benches and a port-a-potty are provided. Buoys mark the safe swimming area and no lifeguard is provided. There is limited street parking.

**Proposed Improvements:**

- Preserve existing beach area.

## **Boat Launch Area**



### **Assessment:**

This space is an unclassified recreational area with 66 feet of frontage on Pelican Lake at the east end of North Drive. The total boat launch area from the North Lakeview Drive and North Drive intersection to the lake is 24,000 square feet. The facility is the only City boat access to the lake and consists of a slanted boat launch area with a dock along the side.

Parking is limited to one side of North Drive leading to the launch. Currently, there is an overflow ½-acre parking area adjacent to City Hall ball field.

### **Proposed Improvements:**

- Consider clearing south edge of lot next to the dock to accommodate a picnic table to provide a view of the lake.

## **Eagle View Playground**



### **Assessment:**

The area surrounding Eagle View Elementary School contains, in addition to the playground, two soccer fields with nets, two baseball fields, and basketball hoops. Also available is the Eagle View Nature Center and wildlife habitat at the southeast side of the school sponsored in part by the Pelican Lakes Conservation Club.

This playground is under the auspices of Independent School District #186 and is available for use during non-school hours.

## **Fishing Pier**



### **Assessment:**

This 21,000 square foot area is comprised of nine lots with 515 feet of frontage on Waldenheim Channel. The City has purchased this property with the approval of the DNR.

Grants and/or monetary donations will be pursued to assist with this project.

### **Proposed Construction:**

It is the Committee's intent to begin this project with the construction of one pier with subsequent piers constructed along the channel bank as funding allows. These piers could be joined to provide a "boardwalk," if desired. Parking for ten cars is planned as off-road and parallel to the street. Additional parking would be addressed as necessary.

The dimensions of the fishing pier would be eighty feet along the shore and eight feet wide. The path from the street to the dock is planned as forty feet long and eight feet wide. Pedestrian ramps with truncated domes (ADA accessibility), sidewalk, boardwalk sections, benches, railing, advisory signs, and crosswalk striping are included in the City Engineer's cost estimate.

## **Future Parks Planning**

At this time, the effort of the Parks and Recreation Committee will be directed primarily to improving existing parks, trails, and open space.

However, if there is an opportunity to protect scenic views, or to obtain prime park locations and high quality natural resource lands for future park expansion, the Parks and Recreation Committee should look to acquire the land. As recommended by the **Breezy Point Comprehensive Plan:**

### **Parks and Trails:**

- **City Hall and Park Area:** *Acquire additional lots in the area bounded by Spruce and North Drives for park (and possibly other public) use. Those properties would complement and "square-up" the present holdings.*



- **West of the Airport:** *Acquire additional lots in the area bounded by Catskill and Shasta Drives for future park use. Additional lots would complement existing publicly owned lots among the minimum maintenance roads.*
- **Tax-Forfeited Lots:** *Acquire additional lots in the two locations noted above (Parks and Trails).*

Also mentioned in the *Comprehensive Plan* as possible parkland is the tract owned by the Minnesota DNR between County Highway 11 and Shaffer Lake.

## TRAILS

**Inventory of Breezy Point Trails** {See Appendix A – Map of Current Parks/Parkland, Trails, and Open Space.}

Currently in Breezy Point, the following trails are identified: Four Seasons Recreation Trail, City Hall Trail, Chiarella Trail, PLCC Trail, Pelican Woods Nature Trail, the Ideal Sno Pros Snowmobile Trail and bicycle trails along County Road 11 and County Road 4.

Since interconnectivity of City trails with other trails is a general goal of the City, we should continue to explore ways to make trail connections to specific amenities, parkland, and parkland areas within the City. If at all possible, we should also work with other jurisdictions to create a linkage to the Paul Bunyan Trail from Breezy Point.

The map referenced above also shows available bike trails in Breezy Point along County Road 11 and County Road 4. With any improvement of Buschmann Road, construction of bike trails should be requested.

### **Four Seasons Trail**



#### **Assessment:**

This trail is a two-mile multi-use, grass surfaced trail for walking, biking, cross-country skiing and snowshoeing through parts of the City. No motorized vehicles are allowed. Off-street parking for users of the trail is provided in the 78,000 square feet, 1.8 acre Winter Trail Recreation Area just east of Ranchette Drive.

**Proposed Improvements:**

- Continue to clear downed and dead trees and provide a more pleasant park-like area.
- Provide benches.
- Provide trailhead signage.

**Long-range Planning Options:**

- Provide hard surface for the trail.
- Seek opportunities to expand the trail to connect with other parts of the City, other City trails, and with the Paul Bunyan Trail.
- Provide hard surface for parking lot.

**City Hall Trail**



**Assessment:**

This one-third mile trail is located around the playground area on the City Hall grounds. The trail is hard surfaced providing for roller blading, bicycle riding, walking or jogging in summer, spring, and fall.

**Proposed Improvements:**

- Extend the trail within City Hall campus and to the Public Safety Building.
- Provide flower plantings along the trail.
- Provide benches along the trail.

**Long-range Planning Options:**

- Link with other trail systems within Breezy Point and with the Paul Bunyan Trail.

**Chiarella Trail**



This trail is located on a 77-acre tract off Timberlane Point which was donated by the Chiarella family as a Forest Management Area and planted by the Department of Natural Resources in 1992. From the hiking trails that run throughout the property, visitors can see oak trees and young Norway pine, planted in 1989. In the parking area, a Paul Bunyan interpretive panel and a trail map are posted. This area is not under the auspices of the City of Breezy Point.

**Long-range Planning Options:**

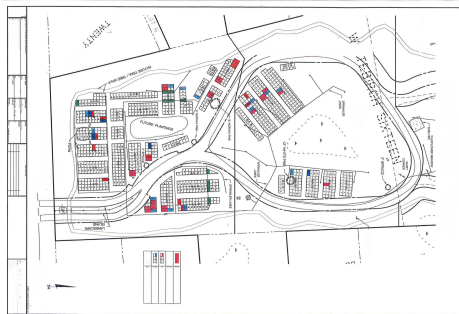
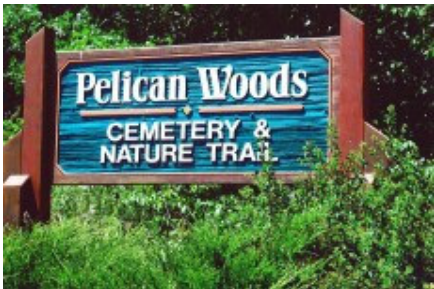
- Link this trail with East Street using a City-owned easement.

**Pelican Lakes Conservation Club Trail**



This half-mile grass-surfaced walking trail is owned and maintained by the Pelican Lakes Conservation Club on the southern edge of the City along County Road 4. Located at the northern loop of the trail is a wild life viewing platform with a railing. Parking is provided at the western and eastern entrance/exit to the trail.

**Pelican Woods Nature Trail**



The Nature Trail contained within the Pelican Woods Cemetery is defined as a strip of land 15 feet wide around the perimeter of the Cemetery and is available for public use according to the rules and regulations as found in Appendix D. This nature trail is totally under the auspices of the Breezy Point Cemetery Commission.



### **Ideal Sno Pros Snowmobile Trail**

Sections of the area snowmobile trails may be found in Breezy Point and are groomed and maintained by the Ideal Sno Pros Snowmobile Club.

### **Future Trails Planning**

Trails along or in conjunction with roadways are goals of the City. Due to the higher costs of these trails, they are considered long range goals and may need to be considered when opportunities present themselves. These can be established in whole or in part as a separate project or in conjunction with a street reconstruction. In considering the design for these trails, issues of safety, drainage, grant requirements (if applicable) and available right-of-way or easement shall be factored in determining whether a separated or widened roadway trail will be built.

Revenue sources for trail improvements include: grants, road reconstruction funds, General Funds, Bonds, donations and Parkland Dedication. A listing and map of proposed roadway trails and approximate costs may be found in Appendix G, Capital Improvement Plan.

## **OPEN SPACES/LINEAR PARKS**

### **Open Spaces** {See Appendix A – Map of Current Parks/Parkland, Trails, and Open Space.}

The sizes of our open spaces are variable and are found community-wide. Preservation of open space serves a variety of needs and functions. Open space preserves natural habitats, allows animal movement through a developed environment, provides visual relief, connects humans to nature, and preserves significant natural resources. Open space areas may include trails, picnic areas, gardens, etc.

The City should locate missing trail links, future links to future schools and destinations, as well as trails along natural corridors.

## **MAINTENANCE AND OPERATIONS**

An important consideration in system planning is the expected maintenance and operation of system components. In context, the life cycle of a park or other system is essentially the timeframe between when it is first purchased and developed until it is rebuilt/refurbished to serve evolving customer needs. In most cases, parks have a life cycle of 15 to 20 years, although this will vary substantially depending on the specifics of the park in question. Maintenance of the park system is currently coordinated through the City's Public Works Department.

Park maintenance tasks may occur on a daily, weekly, monthly, seasonal and weather related basis. These jobs may include but are not limited to:

- Litter and Garbage Clean-up

- Mowing and Trimming
- Fertilizing and Irrigation of Turf
- Preventative Equipment Maintenance
- Equipment Repair
- Chemical Application
- Restroom Maintenance and Upkeep
- Facility Repair and Maintenance
- Moving Tables and Benches
- Leaf Clean-up
- Trail Maintenance
- Special Event Preparation
- Snow Removal in Winter Trail parking area
- Flooding Ice Rink (Future)

A majority of the summer labor involves mowing of City parks, maintenance of park equipment and grounds, restroom upkeep and beach maintenance. Trails are not plowed in the winter; however, as budgets dictate the Four Seasons Trail is groomed periodically for cross-country skiing.

### **Goals**

1. To maintain and rehabilitate existing facilities in accordance with their planned use, safety, and enjoyment.
2. To assure residents the best possible park experience, while keeping budgets and resources in mind, through:
  - Attention to upkeep including maintenance, safety, and cleanliness,
  - Replacement of worn or obsolete equipment and facilities,
  - Landscaping, and
  - Rehabilitation where indicated by changing needs or conditions.
3. To manage with efficient maintenance procedures and those that preserve or enhance the environment.

### **Recommendations**

1. The Parks Maintenance Policy shall be maintained to preserve the level of service and maintenance given the park system. Continued charting of park maintenance efforts shall also be undertaken to ascertain the level of present effort, as well as, the possible need for additional staff time or resources.
2. The trail maintenance plan should be expanded to develop a system of inspection, upkeep and periodic maintenance that addresses the type and needs of the specific trail. This plan needs to be updated as trails change and use increases.
3. In keeping with the Parks Maintenance Policy, inspections of all park equipment will assure the safety of the public and track the need for replacement as the facilities age.
4. Periodically assess the need for landscaping and trees.

5. Develop a capital parks improvement plan for the maintenance, rehabilitation and development of parks as established and proposed in the Parks, Trails, and Open Space Master Plan.

## FINANCIAL RESOURCES

Minnesota Statutes § 462.358 subd. 2b and 2c provides for parkland dedication with the development of land providing there is language in the subdivision ordinance for this provision. The City has also an obligation to develop a park and open space plan and related capital improvement budget for park development and improvements.

The municipality may accept land or a cash fee or a combination of these for developers to fulfill their obligation. The subdivision ordinance provides for a dedication requirement of 10% of the fair market value of the property or land area. Any funds received for parkland dedication must be kept separate from those of other funds and can be used only for capital expenditures in the acquisition or betterment of parklands and not for operations.

Resources available to the City of Breezy Point in providing adequate parks, trails and facilities for users of the park system typically come from the following sources:

1. Property Taxes
2. Parkland Dedication Fees
3. Volunteer Labor
4. Donations from various sources
5. Grant funding

Grant funding generally involves the building of a park or park project and usually requires matching funds or contributions. Park maintenance primarily relies on property tax revenues and volunteer efforts. With these in mind, the development of parkland needs to be accomplished with the understanding that there are ongoing obligations regarding maintenance and general upkeep or up front needs.

## STRATEGIC PLAN

### **Goals and Recommendations**

As directed by the **Breezy Point Comprehensive Plan**, the following objectives are recommended:

**Objective 1 – City Parks: Create a park system suited to a small community with a large visitor population.**

1. *City Park: Acquire additional land adjacent to the current City Park and encompassing Spruce Drive either through direct purchase and/or the tax forfeiture process. Figure 15, Parks and Trails Plan, (see Appendix E), illustrates the planned boundaries of City Park. Those additions*

would bring City Park to approximately 22 acres – large enough for a variety of activities and uses. (Additional adjacent City land encompasses the City Hall, Public Safety, and Public Works buildings.)

Gradually improve City Park to include active and passive recreation and to serve as a civic focal and gathering point for both residents and visitors.

City Park should eventually include the present playground and Etta Steffen Field along with additional facilities such as a ball field, soccer and football field, public open space with walking paths and a community center building. The Public Works storage building and the salt/sand building may be relocated to a more appropriate site to facilitate the construction of the additional facilities.

Public facilities adjacent and related to City Park would include Breezy Point City Hall, the Public Safety Center, and a potential future community center. Collectively, the park and related facilities should be known as City Center.

This future Community Center may also include a fitness and recreation center, an aquatic center/swimming pool, and a library and kitchen area.

City Center could become the central place where all community celebrations and gatherings are held.

2. **Additional Park Land:** Acquire additional sites for parks. One is the tract between County Highway 11 and Shaffer Lake. (Refer to Figure 15, Parks and Trails Plan.)

Another potential acquisition would be a small site for a fishing dock with off-road parking on the channel leading from Mousseau Bay.

Properties should be acquired from the Department of Natural Resources only if they can be had for a very favorable price. In exchange, the City will agree to manage them with a strong conservation emphasis.

**Objective 2 – Trail Corridors: Build an interconnected network of linear public open space for dedicated trails and paths, wildlife corridors, environmental protection and neighborhood value.**

Policies:

1. **Existing Corridors:** Consider acquiring land parcels to provide increased public access to the open space corridors (e.g., in the Whitebirch 15 and 16 Additions between Ski Chalet Drive and Buschmann Road). Publicize the availability of these corridors to citizens and abutting landowners.
2. **Planned Corridors:** Planned trail corridors include:
  - Signed routes along the electrical power line corridor

- A dedicated trail between County Highway 11 and Buschmann Road along the western border of the City.
3. **Power Line Trail:** Negotiate with the landowners along the major electric power line for public recreational trail use of the land within that transmission corridor in southwestern Breezy Point. The objective would be to gain agreement for multi-use hiking, cross-county skiing, snowmobiling and mountain bicycling trails to be mowed in that corridor. As with the other trail corridors in Breezy Point, seek cooperative local private and outside assistance in building and maintaining them.
  4. **Corridor Improvements:** Seek grants, donations and volunteer labor to supplement City contributions in order to create multiple-use trails through the open space corridor system.
  5. **On-Road Bicycling Corridors:** Crow Wing County maintains wide paved shoulders for bicycling on County Road 11 through Breezy Point and beyond as part of the Paul Bunyan Scenic Byway. (Refer to Figure 15.)

Consider building similar shoulders along Buschmann Road if that road is rebuilt and improved. This would create a bicycling route to the segment of the Paul Bunyan Scenic Byway that exists along County Highway 16, which is the middle of the three legs of the Byway.

Paved shoulders are expected to be added in 2010 along County Highway 4 south of its intersection with County Highway 11 as Highway 4 is rebuilt. (Note: County Highway 4 reconstruction was completed in the fall of 2010.)

**Objective 3: Conservation Open Space and Water Quality: Protect key locations and types of land for environmental protection and natural beauty.**

*Policies:*

1. **Wetlands:** Continue to protect wetlands that have been identified by the Minnesota Department of Natural Resources and/or the US Army Corps of Engineers.

Protect those wetlands through an overlay zoning district and continue to require conformance with the regulations of the Crow Wing County Soil and Water Conservation District and the US Army Corps of Engineers.

The City will ensure that each application for land development involving a state or federal wetland will be reviewed by those agencies, and their requirements will be included in the conditions of approval.

Figure 16, Major Natural Resource Protection Elements, illustrates the approximate location of the major wetlands in Breezy Point. Note that there may be additional wetlands not shown on that map. Other official maps from the DNR and the US Army Corps of Engineers should be consulted for a preliminary indication of possible wetlands. However, a field survey by a trained professional wetland delineator is the only way to conclusively determine the presence, boundaries and classification of wetlands.

2. **Shorelands:** The City will continue to enforce the requirements of its Shoreland Management Overlay District zoning district.

The approximate location of those overlay districts is illustrated by Figure 16, (see Appendix F).

3. **Other Conservation Open Space:** The City or other units of government will acquire and manage certain properties for the purpose of natural conservation while allowing a low level of recreation use. Specifically:
  - **City Linear Open Space:** The linear open space corridors will be used for wooded open space and trails. The City will enlarge the extent of this network through acquisitions.
  - **DNR Properties to Be Acquired:** One large DNR property is proposed to be acquired by the City near Shaffer Lake for conservation and recreation as described above.
  - **DNR Property Maintained:** The large DNR property near the eastern City border will continue to be held by that agency for conservation and wetland protection.
  - **Scattered City Holdings:** The City owns a few scattered residential lots which it will hold as neighborhood open space. The City may acquire additional land parcels for open space if justified by the cost and public benefit. One example would be parcels that would link large public tracts to nearby roads for public access.
  - **County:** Crow Wing County owns one tract of wooded land near Buschmann Road.
  - **Private Holdings:** Private individuals across the community own sizable tracts of land that are maintained in largely undisturbed conditions, all of which support wildlife ecology, water quality and scenic beauty.
  - **Chiraella Forest:** This property has a permanent easement restricting its use to park or public open space. Therefore, it will remain undeveloped whether it is owned by the State or the City.
4. **Relationship to Surface Water Management:** Use the public open spaces described above in conjunction with private open space, zoning regulations, public ponding improvements, amended wastewater system regulations and proper maintenance to help protect the quality of waters in and around Breezy Point.

Those and other actions should be described in the surface water management plan proposed in the Water Quality Protection chapter of this plan.

**Objective 4: Continued Park System Planning: Maintain and improve the quality of the parks, trails and open space system through ongoing planning and design.**

**Policies:**

1. **Park System Master Plan:** Prepare a more detailed plan for the parks, trails and open space system that describes means of acquiring additional park land, ideas for improving particular parks and trail corridors and potential specific sites for additional park land.

## MARKETING AND PUBLIC RELATIONS

The Parks and Recreation Committee should promote marketing and public relations efforts to:

- Encourage the support and development of new and existing parks and trails,
- Encourage the use of recreational facilities by residents of Breezy Point and visitors to the community, and
- Increase the sense of ownership of the parks and trails within the City of Breezy Point.

### **Recommendations:**

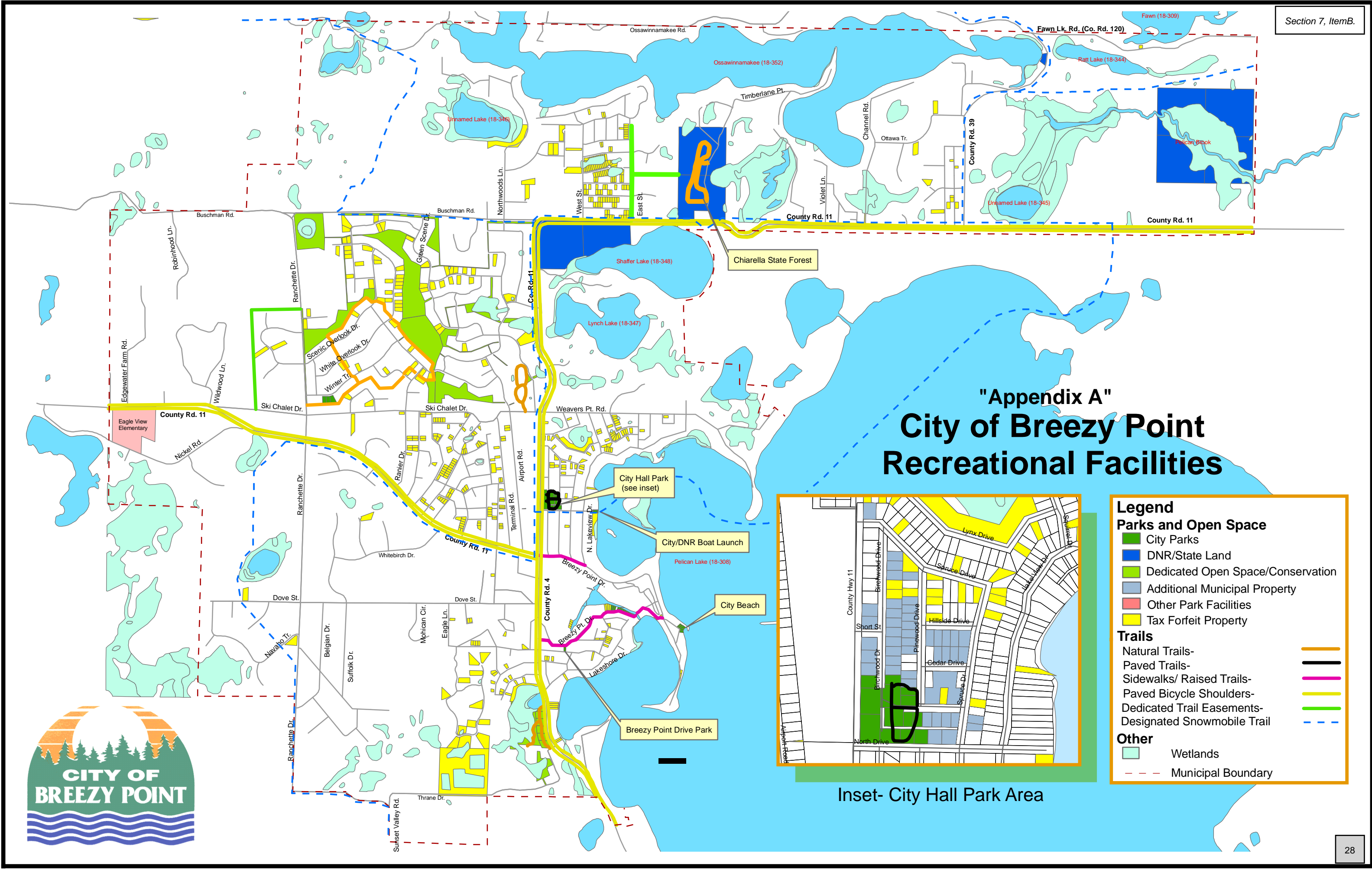
1. In order to promote ownership and a sense of community, it is recommended the Parks and Recreation Committee continue to work with local organizations to develop and donate items within the parks.
2. It is recommended the Parks and Recreation Committee establish a “wish list” with items identified within the Master Parks, Trails, and Open Space Plan, so when groups/individuals want to donate an item they may review the list to determine what best suits their desires.
3. Furthermore, the City of Breezy Point should develop a process to recognize the community involvement and dedication to the Breezy Point Parks System through formal recognition.

## CONCLUSION

As mentioned at the beginning of this document, the City of Breezy Point should periodically review the Parks, Trails, and Open Space Master Plan. If there are significant physical, economic, or demographic changes; significant changes in attitudes, priorities, community standards or trends; or significant regulatory changes by overlapping jurisdictions, the City should update the Master Plan accordingly.

It is the wish of the Parks and Recreation Committee that this Parks, Trails, and Open Space Master Plan provides a clear, energetic, and inspiring vision of what the parks, trails, and recreation opportunities might look like in the future for the residents of and visitors to the City of Breezy Point.





"Appendix A"  
**City of Breezy Point  
Recreational Facilities**

**Legend**

**Parks and Open Space**

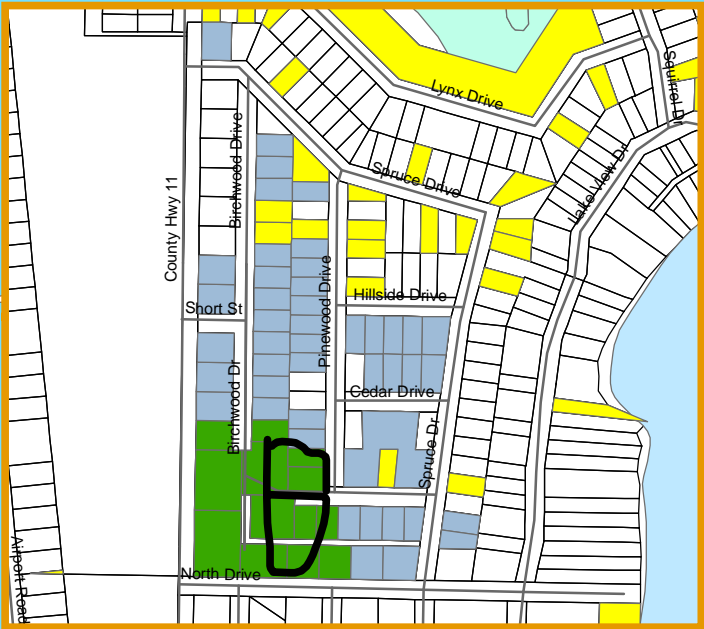
- City Parks
- DNR/State Land
- Dedicated Open Space/Conservation
- Additional Municipal Property
- Other Park Facilities
- Tax Forfeit Property

**Trails**

- Natural Trails-
- Paved Trails-
- Sidewalks/ Raised Trails-
- Paved Bicycle Shoulders-
- Dedicated Trail Easements-
- Designated Snowmobile Trail

**Other**

- Wetlands
- Municipal Boundary



Inset- City Hall Park Area



**APPENDIX B****National Recreation and Parks Association (NRPA) Guidelines**

Park Classification	Use	Service Area	Size	Site
Mini-Park	Specialized park that serves a concentrated population (i.e. tots or seniors) or geographic area. Used in areas where geographic barriers prevent access to a neighborhood park.	Less than ¼ mile radius	0.5 to 2 acres	Typically near higher density housing that does not have access to a neighborhood park or as a supplement to a neighborhood park.
Neighborhood Park	Basic unit of the park system, developed for both active & passive activities. Design criteria should anticipate the changing demographic profiles of the neighborhood served, as to provide appropriate facilities. Focus on informal and unstructured activities.	¼ to ½ mile radius	4 to 10 acres	Easily accessible to the neighborhood population with safe walking and biking access utilizing trail networks. Parking facilities limited to a minimum. Site should have well-drained soils and not include topography of excessively steep slopes.
Neighborhood Playfield	Similar to a neighborhood park, but with more emphasis on organized youth athletics. Provides active & passive activities. Design criteria should balance neighborhood and community youth athletic needs.	½ to 1 mile radius	6.5 to 15 acres	Easily accessible to the neighborhood and the community with a mix of local and collector street access. Safe walking and biking access utilizing trail
Conservancy Lands	Area possessing natural qualities preserved for environmental, open space or aesthetic purposes. Facilities should be compatible with the preservation of the resource.	Community wide	Depends on resource	Significant natural areas which merit preservation and would be adversely affected by development.
Community Playfield/ Athletic Complex	Area for intensely programmed recreation facilities and uses such as athletic fields, swimming pools, etc. Separate athletic fields complexes are typically provided for youth and for adults. Fields are typically lighted for evening use.	Community wide	25 to 80 acres	Site should be suited for intense development that is easily accessible to the population it is intended to serve. Located near high traffic areas such as schools and major thoroughfares, preferably in non-residential areas.
Greenways	Linear parks and open spaces developed for varying modes of recreational travel such as walking, biking, skiing, in-line skating etc. or for preservation of wildlife corridors, streams, etc.	Site specific & community wide	Sufficient width for intended use	Built or natural corridors used to link parks and/or community facilities such as schools, libraries, and commercial areas.
Special Use	Highly specialized use area such as community golf courses, marinas, preserves, arenas, gardens, plazas, and other specialized recreation areas.	Community wide	Variable	Site Specific
Historic Sites	Area set aside for preserving and interpreting historical features such as landscapes and architecture.	Community wide	Variable	Size should be adequate to provide support facilities such as picnic areas, parking, etc.

## **APPENDIX C**

### **Turf Conditions**

NA - Not Applicable

0 - No Problems

1 - Turf is in good condition with some bare areas

2 - Turf has a few problems that need some work (aeration and over-seeding)

3 - Turf is in poor condition and needs renovation

4 - Turf is in very poor condition and should be completely redone

### **Irrigation Systems**

NA - Not Applicable

0 - No Problems

1 - System is in good condition with minor adjustment problems

2 - System is in fair condition, needs frequent work

3 - System doesn't do the job and needs to be expanded (poor coverage)

4 - System is in very poor condition or no system at all

### **Plantings & Trees**

0 -No Problems

1 - Plantings/trees are in good condition with few minor problems

2 - Some bare areas that need additional plant materials

3 - Several areas have problems that need work

4 - Plantings/trees in very poor condition & should be completely renovated

5 - Condition of trees present dangerous safety situation

### **Drainage Systems**

0 - No problems

2- Some saturation/standing water- minor improvements are needed

4 -Very poor drainage – system needs renovation

6 - Dangerous system / conditions exist

### **Accessibility**

0 - Entire park is accessible to handicapped

2 - Portion of the park is accessible to handicapped

4 - None of the park is accessible to the handicapped

### **Parking**

NA - Not applicable

0 - No Problems

1 - Good Condition – Needs regular routine maintenance

2 – Surface in Fair Condition – Spot Repairs are necessary

3 - Surface in Poor Condition – Several Areas need major repairs

4 - Very Poor Condition – Parking Area Needs Complete Renovation

5 - Dangerous Conditions Exist

### **Parking Availability**

NA - Not Applicable

0 - No Problems

2 - Not enough parking mainly during peak-use periods or only occasionally

4 - Not enough parking most of the time

### **Sidewalks/Paths/Trails**

NA - Not Applicable

0 - No Problems

2 - Sidewalks/Paths/Trails are in fair condition and require minor repairs

4 - Sidewalks/Paths/Trails are in poor condition and require extensive repair or renovation

6 - Dangerous Conditions Exist

### **Courts, Basketball or Tennis**

NA -Not Applicable

0 - No Problems

1 - Good Condition – Need minor routine maintenance, patching, or striping

2 - Fair Condition – Need minor repairs

3 - Poor Condition – Needs major repairs but still can be used

4 - Very Poor Condition – Potholes, Cracks, Need extensive repair / resurfacing

**Equipment**

NA - Not Applicable

0 - No problems

1 - Equipment is old but can still be used

2 - Equipment requires regular routine maintenance

3 - Equipment is in poor condition and requires major repair or renovation

4 - Equipment is in very poor condition and should be replaced

5 - Dangerous condition exist

Park Name	Turf	Irr.	Plantings & Trees	Drain. System	Access.	Parking	Parking Avail.	Walking Paths	Basket ball Court	Play Equip.	Tennis
<i>Breezy Point Drive</i>	2, 3, 3, 2,sand	N/A	4,3,1,1 few	0	2	N/A	0	N/A	N/A	0	N/A
<i>City Hall</i>	0,1,1,0 wood/ grass	0,1,0,0, yes	0,1,0,0, crab/ flowers	0	2,0,0,0	0	0	0	1,0,1,0 yes	0,0,2,0 yes	N/A
<i>Eagle View</i>	2	0,N/A(2), no	N/A	6	0	0	0,0,0, yes	N/A(3) no	0	0	N/A
<i>City Beach</i>	N/A(3), sand	N/A(3), no	N/A(3), no	N/A(2) 0	2,2,2	0,0,0, limited	2,2,2, limited	N/A(3) no	N/A(3) no	N/A(3) no	N/A(3) no
<i>Boat Launch</i>	N/A(4) gravel	N/A(3),0 no	N/A(3),0 no	0,N/A, 0,N/A	0,N/A, 0,0	0,0,0, N/A, across road	0,0,2,0	N/A(4) no	N/A(4) no	N/A(4) no	N/A(4) no

## **Appendix D**

### **Pelican Woods Cemetery and Nature Trail General Rules and Regulations**

1. The Commission is a public, non-profit entity which, under the laws of the State of Minnesota and the rights of burial granted lot owners, has the right to require all persons entering the Cemetery to comply with rules adopted by the Commission. Management of the Cemetery has the authority to refuse admission to the grounds or to require any person to leave whose conduct is not consistent with these rules.

2. Pedestrians within the Cemetery are to use only the marked, established avenues, roads, walks, trails and alleyways.

3. Children under sixteen (16) years of age are not permitted within the Cemetery, or its buildings, unless accompanied by a responsible adult.

4. Visitors to the Cemetery are required to be in clean, conventional attire consistent with the dignity of the surroundings. Persons without shoes, shirts or in scanty attire will not be admitted.

5. The conduct of all persons within the Cemetery must respect the area as a sacred and reverent place. Noise and boisterous conduct is forbidden. The following are specifically not permitted within the Cemetery unless approved previously:

- A. The use of intoxicating beverages, illegal substances or chemicals.
- B. Consuming lunches, refreshments or picnics of any kind.
- C. Idling or loitering on the grounds or in any of the buildings.
- D. Placing or distributing any signs or notices not approved by Cemetery management.
- E. Peddling or soliciting the sale of any object or material.

6. Persons are forbidden to hunt, fish, feed or disturb the fish, fowl or other wild life in the cemetery.

7. All persons are strictly forbidden from picking any flowers, either wild or cultivated; from breaking or cutting any tree, shrub or plant; from marring or defacing any landmark, monument, marker, memorial or structure; or from defacing or littering the grounds, in any way.

8. The unauthorized removal of flowers, plants, shrubs, trees or any landmark, monument, marker, memorial, flower vases, flower urns or any tools, equipment or other such personal property is strictly forbidden.

9. No person will be permitted to enter or leave the Cemetery except by the main entrance, which will be open at scheduled times determined by management. Persons on the grounds after specified closing hours are trespassing and subject to legal action.

10. All vehicles within the Cemetery must be operated with the maximum caution and consideration for others. The following specific regulations are to be adhered to:

- A. The speed limit for vehicles within the Cemetery is ten (10) miles per hour.
- B. All vehicles meeting a funeral procession will stop and yield the right of way to the procession.
- C. No vehicle may overtake a funeral procession nor drive past the point where a funeral service is in progress.
- D. All vehicles must be operated at a minimum noise level.
- E. Joy riding, parading or operating a vehicle by a student driver is prohibited.
- F. All vehicles must keep off the grass and travel or park only on the established roadways and shoulders constructed for that purpose.
- G. Leaving or abandoning any vehicle on Cemetery property is prohibited. Vehicle will be removed at the owner's expense.
- H. Motor vehicles are permitted to travel only in the direction designated and to reverse direction or U-turn only at roadway intersections.
- I. Management may prohibit motor vehicles or wheeled vehicles from entering the Cemetery at any time.
- J. Omnibuses will not be permitted in the Cemetery without the approval of management.
- K. All applicable noise ordinances and statutes shall be strictly enforced.
- L. Snowmobiles and ATVs are strictly forbidden in cemetery.

11. Group visits or large assemblies of persons are not permitted without prior approval of management, except when in attendance at funerals. A member of the Cemetery staff must supervise all tours.

12. The taking of photographs for commercial purposes or the use of the Cemetery grounds, for personal or private gain, is strictly forbidden. With the approval of the next of kin, photographs of funeral services, interments or memorials by the lot owners, family members or appropriate friends for personal or family use, are permitted. All photographing or taping by media requires the prior approval of management and, in the case of funeral services, interments or memorials, the approval of the next of kin is also necessary.

13. Management will take reasonable precautions to protect Owner, and the property rights of Owners, within the Cemetery, from loss or damage; but management distinctly disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially from damage caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasion, insurrections, riots, acts of terrorism or order of any militia or civil authority.

14. The Commission reserves the exclusive right to attach or install electronic or other surveillance devices it may deem proper on or in any building, structure, monument, fence, tree or gate for the purpose of protection against vandalism, trespass, or theft.

15. Dogs, with the exception of seeing-eye dogs, cats or other pets are not permitted on the Cemetery grounds, nor in its buildings. Any pets brought to the Cemetery must remain in the vehicle or tethered in an area approved by management.

16. Employees of the Commission are not permitted to do any work on the Cemetery grounds for lot owners, other individuals or contractors, except upon order of the management.

17. All permits, fees or charges for services are payable at the Cemetery office and all receipts and acknowledgments must be issued by that office.

18. The right to enlarge, reduce, replot or change the boundaries or grades of the Cemetery, or any section of the Cemetery, including the right to modify or change or remove or re-grade the roads, drives and walks is reserved to the Commission. This reservation includes the right to lay, maintain, operate, alter or change pipe lines, gutters, electric lines, sprinkling and drainage systems. The right to locate, alter, relocate, and remove lakes, ponds, flower gardens, shrubs, trees and decorative features is also reserved to the Commission.

19. The Commission reserves the right to use Cemetery property for anything necessary, incidental or convenient to Cemetery purposes and for the operation of a trail system open to the public.

20. The Commission reserves to itself, to Commission employees and to those lawfully entitled thereto, a perpetual right of ingress and egress over all lots for the purpose of passage to and from other lots.

21. Lot owners are responsible for notifying management of any change in his or her post office address. Notices sent to a lot owner at the last address on file in the Cemetery office will be sufficient and proper legal notification.

22. The Commission reserves, and shall have, the right to correct any errors that may be made by it, either in interments, disinterments or removals, or in the description, transfer or conveyance of any interment property, either by canceling such conveyance and substituting and conveying in exchange thereof other interment property of equal value and similar location, as far as possible, or as may be selected by the Commission, or in the sole discretion of the Commission, by refunding the amount of money paid on account by said purchaser. In the event such error will involve the interment of the remains of any person, management reserves, and will have, the right without any further liability whatsoever, to have removed and/or transfer such remains so interred to such other property as may have been properly conveyed or to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof. This includes the right, after proper notification as outlined in Rule 21 and without further notice, to enter upon any lot for the purpose of disinterment and reinterment to correct any such error. Furthermore, no right of action against the Commission or any of its officers or employees of the City of Breezy Point, shall accrue to any person or persons, unless such wrongful interment will have been the result of willful or malicious misconduct.

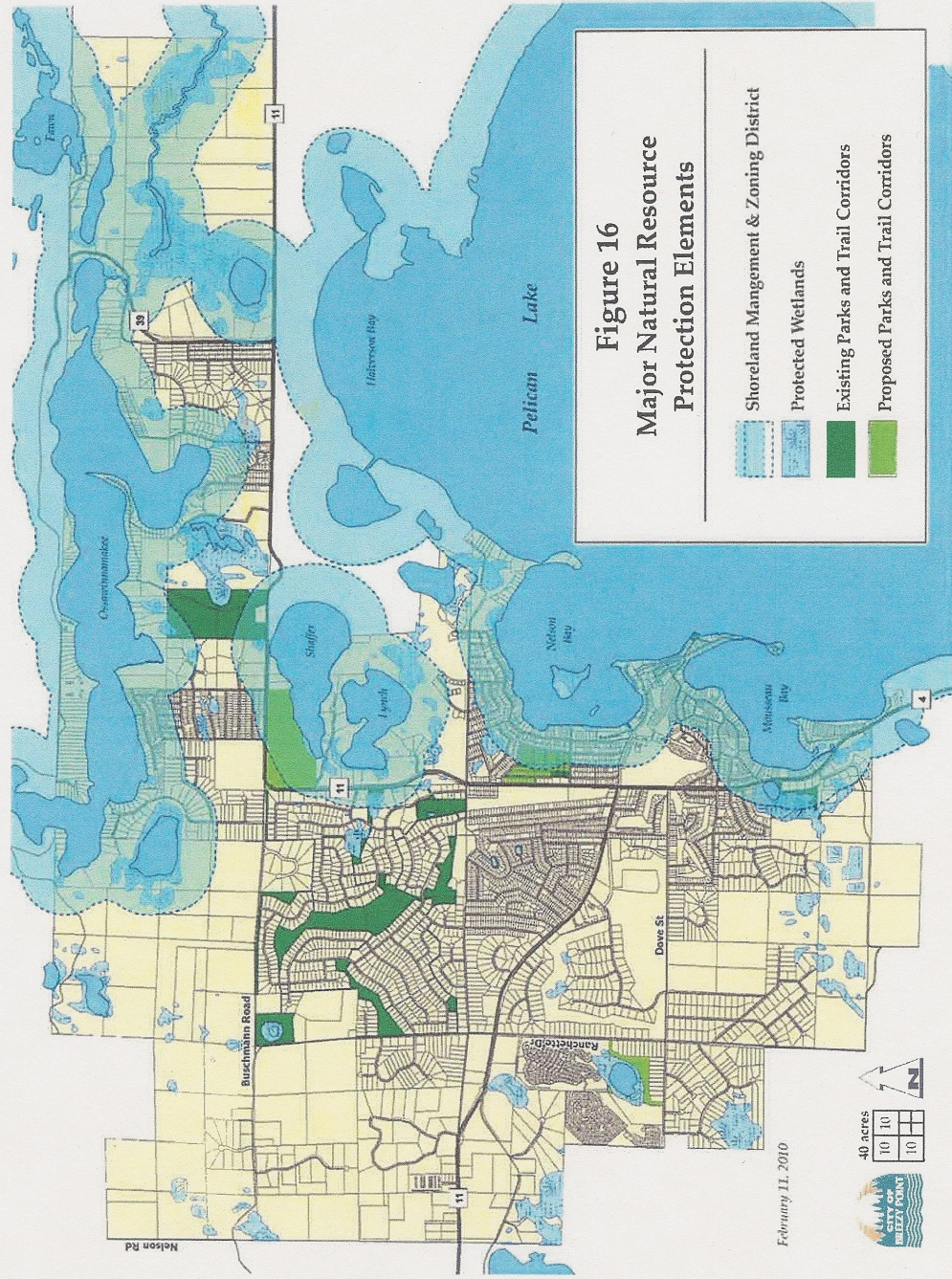
23. In the event management is unable to allow an interment or inurnment in any lot for any reason beyond its control, or because the burial space, in the judgment of management, is not, at the time of burial, suitable for the disposition, then management may, without any further liability whatsoever, convey in exchange therefore, other interment property of equal value and similar location, as far as possible or in the sole discretion of management, refund the amount of money paid on account of said purchaser.







Parks, Trails and Open Space Protection Plan



**APPENDIX G****Capital Improvement Plan**

DRAFT (3)

Cost for equipment has variable shipping costs depending on location, quantity, and weight. Prices listed assume some shipping cost and higher quality purchases. Improvements in most instances have not been formally estimated. All estimates are subject to change.

**5 Year Plan**

The Revolving Capital Fund has park reserves for capital expenditures. These funds have been designated as to Parkland Dedication and Park Capital. Each year funds are also budgeted for capital improvements. At the time of this writing available funds are:

Parkland Dedication	\$18,707	
Park Capital	\$ 9,166	
General Fund 2011	<u>\$ 5,893</u>	<b>Cash Flow</b>
	\$33,766	\$33,766

Projects will be undertaken as revenues are available. Interest earnings will be posted on an annual basis. Donations, grants or other revenue sources are hoped to augment available funds.

<b>2012 Improvements – General Fund Revenues</b>	<b>\$12,500</b>	<b>Cash Flow</b> <b>\$46,266</b>
Park Pavilion in City Park - 16 by 20 feet	\$11,500	
2 Barbeque Grills	\$ 600	
Parks Grass Mower	<u>\$ 2,500</u>	
	\$14,600	\$31,666
<b>2013 Improvements – General Fund Revenues</b>	<b>\$10,000</b>	<b>\$41,666</b>
9 Hole Disc Golf Course	\$ 4,000	
		\$37,666
<b>2014 Improvements – General Fund Revenues</b>	<b>\$12,000</b>	<b>\$49,666</b>
Extend paved trail to loop around Public Safety Building	\$10,000	
Total project estimated at \$25,000		\$39,666



<b>2015 Improvements – General Fund Revenues</b>	\$12,000	\$51,666
--	----------	----------

Fishing Pier – Phase 1	\$35,250	
------------------------	----------	--

To Revolving Capital for ball fields (\$32,000) (Regulation sized soft ball field – Providing space can be made available east of existing ball fields – potential relocation of sand/salt shed and storage building.)		\$16,416
---	--	----------

<b>2016 Improvements – General Fund Revenues</b>	\$15,000	\$31,416
--	----------	----------

To Revolving Capital for Ball Fields		\$31,416
--------------------------------------	--	----------

### Remaining Improvements

Park improvements have been identified for the park system and have been listed by park with an estimated cost. Revenue sources include general fund, donations, and parkland dedication in some situations. On an annual basis the Park and Recreation Committee should review this Capital Improvement Plan for parks and update it as needed.

### City Hall Park

Four Harmony Park items		\$ 4,000
-------------------------	--	----------

#### Long Range

Construct Soccer Fields (If space is available and a need is expressed.)		\$20,000
---	--	----------

Skating Rink (Between Public Safety Building and City Hall with Warming House)		\$15,000
---	--	----------

Ball Field Lighting		\$95,000
---------------------	--	----------

Acquire tax forfeiture parcels in city hall campus area – As property and resources are available for purchase. (Approximately 7 Acres.)		\$65,000
--	--	----------

Build Community Center (fitness center, aquatic center, library, commercial kitchen and dining/open area) Proposed building would be 20,000 to 30,000 square feet.		\$8,000,000
--	--	-------------

Construct Tennis Court (Two Courts)		\$28,000
-------------------------------------	--	----------

Boat Launch Area

Picnic Table	\$ 900
--------------	--------

Fishing Pier Park –Future Phases

Expansion of fishing pier/boardwalk, develop boardwalk and sidewalk and establish roadway parking lane.	\$104,750
---	-----------

Trails

General Trail Goals

Interconnectivity of city trails with other trails is a general goal of the city. In particular trails linking specific amenities or parkland to parkland areas within the city would hold higher priorities. Trails that facilitate connections to the Paul Bunyan Scenic Byway and Paul Bunyan Trail have a higher priority but outside of jurisdictional boundaries of the city.

Four Seasons Trail Park

Two benches in the parking area	\$ 1,000
Trailhead Signage	\$ 2,500

Long Range

Pave parking area	\$ 13,000
Pave trail at 10 feet wide	\$120,000

Chiarella Trail

Long Range

Link trail to East Street – brushed out dirt trail approximately ¼ mile to boundary of property. Interior trail would need connection.	\$ 2,000
--	----------

Roadway Trails

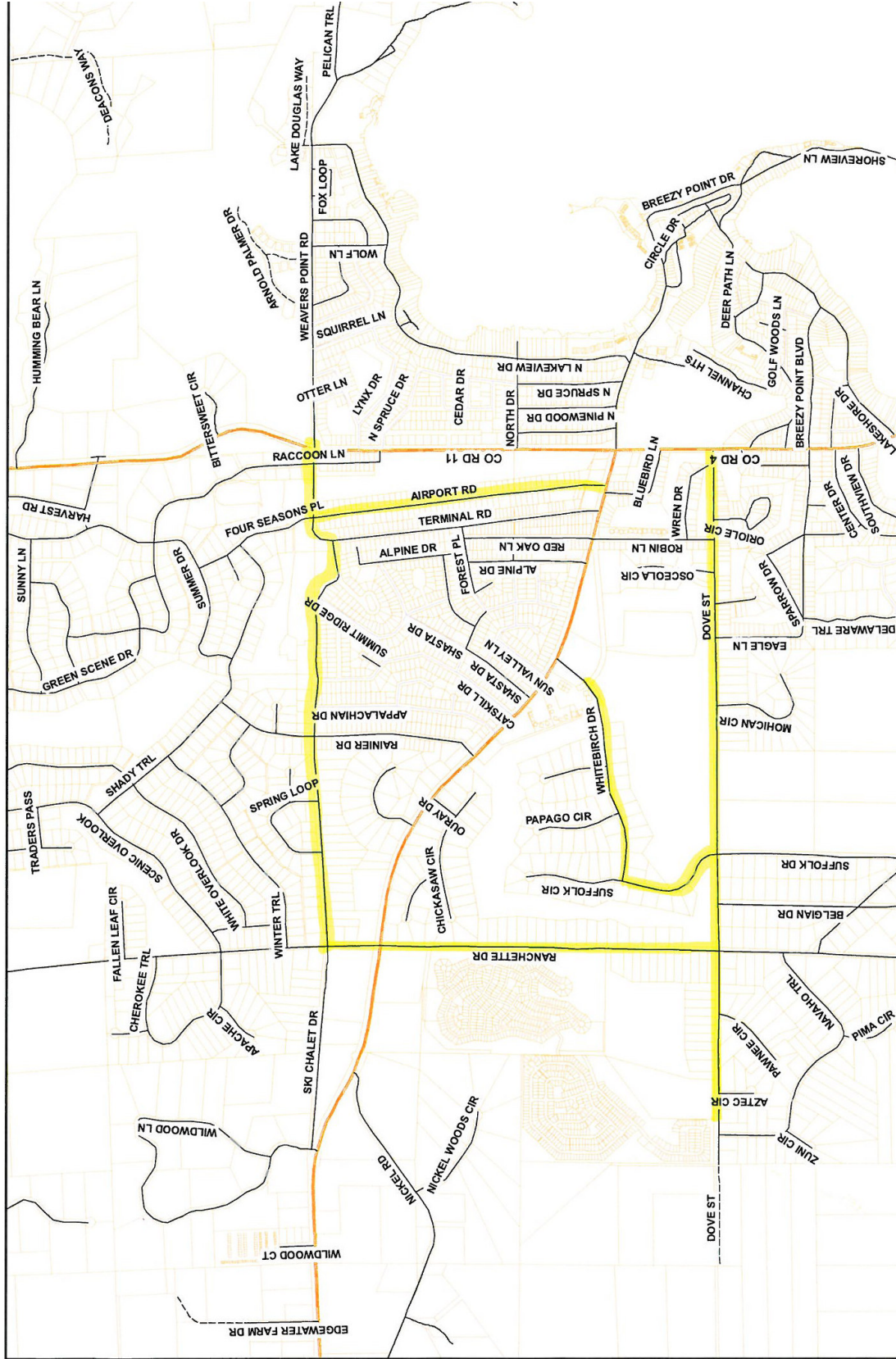
Trails along or in conjunction with roadways are goals of the city. These are considered long range in accomplishment due to their higher costs. They may need to be considered when opportunities present themselves. These can be established in whole or in part as a separate project or in conjunction with a

street reconstruction. In considering design for these trails, issues of safety, drainage, grant requirements (if applicable) and available right-of-way or easement shall be factored in determining whether a separated or widened roadway trail will be built.

Revenue sources for trail improvements include: grants, road reconstruction funds, General Funds, Bonds, donations and Parkland Dedication.

**Long Range**

Dove Street, Camping Cluster II to Co. Rd. 4	\$310,000
Suffolk, Dove Street to Whitebirch Drive and along Whitebirch Drive to an area near Antlers	\$135,000
Ranchette Drive, Dove Street to Ski Chalet Drive	\$160,000
Ski Chalet Drive, Ranchette Drive to Co. Rd. 11	\$230,000
Airport Road, Co. Rd. 11 to Ski Chalet Drive	\$135,000



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

# Proposed Trails

8/9/2011 3:31:16 PM

**CROW WING COUNTY**  
BRainerd, Minnesota 56601



TO: Parks & Recreation Committee

FROM: David Chanski, City Administrator/Clerk

RE: 2024 Parks Budget Kickoff

DATE: June 8, 2023

---



At the May 11 Parks & Recreation Committee meeting, the Committee had a brief discussion on the Parks budget, specifically around looking at requesting an increase in the budget for 2024. During their meeting on June 5, the City Council did approve the 2024 Budget Calendar, which means the 2024 budget process has officially begun.

The 2024 Budget Calendar is:

- June
  - o Department Heads submit 2024 capital requests.
  - o City Administrator and Finance Specialist begin drafting 2024 operating budgets.
- July
  - o Budget Kick-off Workshop with City Council
    - Meeting date and time TBD
  - o Staff revise draft budget.
- August
  - o Preliminary Budget Workshop with City Council
    - August 15 @ 1:00pm.
  - o Staff finalized preliminary budget and levy and issue public notice.
- September
  - o Preliminary Budget & Levy Public Hearing & Adoption
    - Regular City Council Meeting September 5 @ 6:30pm.
- October/November
  - o Final Budget Workshop with City Council (if necessary)
    - October 17 @ 1:00pm.
  - o Staff finalize 2024 Budget and issue public notice.
- December
  - o Final Budget & Levy Public Hearing & Adoption
    - Regular City Council Meeting December 4 @ 6:30pm.

Taking this calendar into account, staff recommends that the Parks & Recreation Committee also begin the discussion on what they would like to see in the 2024 Parks budget. Since the preliminary budget will be finalized in August ahead of the September public hearing and preliminary budget and levy adoption, any budget requests to the City Council should be submitted by the end of July.

With just two meetings scheduled between June and August, staff recommends the following approach:

- June 8 Parks & Recreation Committee Meeting
  - o Discuss overarching goals and desires for the 2024 Parks budget.
  - o Staff will take discussion and implement into the draft budget accordingly.
- July 13 Parks & Recreation Committee Meeting
  - o Staff will present the draft 2024 Parks budget.
  - o Committee will discuss draft budget, make additions/subtractions/revisions as needed and vote to send draft budget to the City Council for consideration in the 2024 Preliminary Budget.

### **Budget Description**

The 2023 Parks budget has been provided below for context, and here is a brief description of the purpose of each line item:

- General Operating: this is the budget for supplies such as cleaning supplies, fuel, bathroom supplies, etc.
- Landscaping: this is the budget for grass seed, fertilizer, woodchips, etc.
- Equipment Rental: this is the budget for the renting of specialized equipment that the City does not own.
- Professional Services: this is the budget for services the City contracts out to other entities. In 2023, the sole item budgeted here is portable restrooms.
- Property Insurance: this is the budget for the property insurance premiums for parks assets (properties, building, equipment, etc.).
- Equipment: this is the budget for maintaining parks equipment.
- Building Maintenance: this is the budget for maintain park facilities such as the pavilions and playgrounds.
- Beach Improvements: this is the budget for specifically maintaining the public beach.
- Equipment Outlay: this is the budget for acquiring new pieces of equipment.
- Capital Outlay: this is the budget for conducting significant parks improvements.
- Transfer to Other: this is the amount of money that is transferred to the Capital Fund each year to be save for future park projects.

### **Committee Action**

Staff recommends that the Parks & Recreation Committee discuss their overarching goals for the 2024 Parks budget and provide staff guidance accordingly.

General Fund 100				2023 Approved Budget				
Expenditures - Parks & Recreation ( Operating )								
45100	Description	2020 Actual	2021 Actual	2022 Budget	06/30/22 2022 YTD	% of Budget Used	2023 Budget	Change from 2022
210	General Operating	4,641	2,134	3,500	337	10%	3,500	0
222	Landscaping	1,639	1,030	1,500	933	62%	4,000	2,500
228	Equipment Rental	0	0	500	0	0%	500	0
300	Professional Services	0	2,502	500	1,410	282%	3,000	2,500
362	Property Insurance	4,651	748	4,000	2,052	51%	4,000	0
400	Equipment	624	0	250	0	0%	250	0
401	Building Maintenance	460	0	1,000	23	2%	500	-500
530	Beach Improvements	0	0	1,000	33	3%	500	-500
580	Equipment Outlay	0	-25,000	500	0	0%	500	0
590	Capital Outlay	13,068	187,456	10,000	13,044	130%	10,000	0
720	Transfer to Other	159,874	25,000	10,000	0	0%	10,000	0
<b>Fund 100</b>	<b>Parks &amp; Recreation - Total Expenditures</b>	<b>184,957</b>	<b>193,869</b>	<b>32,750</b>	<b>17,832</b>	<b>54%</b>	<b>36,750</b>	<b>4,000</b>