



# PARKS AND RECREATION COMMITTEE

**Thursday, May 11, 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)

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## AGENDA

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1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL/AMENDMENT OF THE AGENDA**
5. **APPROVAL OF MEETING MINUTES.**  
[A.](#) April 13, 2023 Meeting Minutes
6. **OPEN FORUM**  
Items not included in the agenda.
7. **NEW BUSINESS**
8. **OLD BUSINESS**  
[A.](#) Consideration of Alternative Uses for the Disc Golf Course Property
9. **STAFF REPORTS**
10. **COMMITTEE MEMBER REPORTS**
11. **ADJOURN**

**Breezy Point Parks & Recreation Committee**  
**Thursday April 13, 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, Jim McKellar, Bill Toft, and Diane Williams. Deanne Trottier was listed as absent at the time the roll was called. Staff present were City Administrator David Chanski, Assistant Administrator Daniel Eick, Public Works Supervisor Joe Zierden, Joe Garcia Ex officio, and Council Liaison Michael Moroni.

All present stood for the pledge of allegiance.

Approval/Amendment of the Agenda

MOTION WILLIAMS/MCKELLER, MOTION CARRIED 6-0

Deanne Trottier was noted as joining the meeting at 5:06pm.

Open Forum – the following members of the public spoke:

- Tracy Kurten, 31709 Green Scene Drive
- Tim Olsen, 31908 Blue Ridge Drive

March 9, 2023 Parks & Recreation Committee Regular Meeting Minutes

Bill Toft noted that his vote on the community garden topic was listed as a “no” vote when he abstained from the vote.

MOTION WILLIAMS/TOFT TO APPROVE THE MARCH 9, 2023 MEETING MINUTES WITH THE AMENDMENT THAT MR. TOFT’S VOTE BE CHANGED TO “ABSTAIN,” MOTION CARRIED 7-0

Roles, Responsibilities, and Operations

City Administrator Chanski made a presentation outlining the role of the Parks & Recreation Committee as outlined in the City Code, what documents generally govern and direct the actions of the Committee, Committee meeting procedures, meeting agenda development, and parks operations and budget.

Parks Master Plan & CIP

City Administrator Chanski informed the Committee that staff had recently found the Parks Master Plan from 2011 and that there is no evidence that the Plan has been updated since. Administrator Chanski described the general order of plan development, starting

with the Comprehensive Plan which then guides departmental or operational master plans which are then implemented through capital improvement plans (CIPs). As the Parks Master Plan has not been updated since 2011, staff recommended that the Committee should consider updating the Plan before continuing with a CIP update and that such an update can either be done in house, which will take more time, or a consultant can be hired, which will be faster but will cost upwards of \$50,000.

MOTION WILLIAMS/LOGELIN TO UPDATE THE PARKS MASTER PLAN IN HOUSE AND BEGIN THE PROCESS IN JUNE, MOTION CARRIED 7-0.

#### Staff Updates

City Administrator Chanski informed the Committee of the task given to them by the City Council for the May 11 Parks & Recreation Committee meeting to review alternative uses of the disc golf course property and if a disc golf course is still the best use of the land.

#### Committee Questions & Comments

The Committee briefly discussed and requested clarification from City Administrator Chanski as to the process for the May 11 meeting and as to how Committee members should communicate.

#### Adjourn

MOTION WILLIAMS/TROTTIER TO ADJOURN, MOTION CARRIED 7-0.

Meeting adjourned at 6:24p.m.

Submitted by David Chanski, City Administrator/Clerk

TO: Parks & Recreation Committee

FROM: David Chanski, City Administrator/Clerk

RE: Alternative Uses for Disc Golf Course Property

DATE: May 6, 2023

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### **Background**

On April 3, the City Council moved to “Send the issue of the disc golf course expansion back to Parks & Recreation in May to review alternative uses of the property and if a disc golf course is still the best use of the land. And have staff simultaneously work with adjacent property owners on possible solutions to be presented to the City Council in June pending a recommendation from Parks & Recreation.”

Therefore, the purpose of this agenda item is to do just that. The Committee is tasked with considering if there are any uses that, if the property could only have one use, would supersede the disc golf course.

Staff has been actively promoting the May 11 Parks & Recreation meeting, specifically that the Committee is seeking comment on possible alternative uses of the land. Such promotion has included directing members of the public to the April 3, 2023 City Council meeting packet, where a significant amount of information regarding the disc golf course was provided, as well as the video recording of that meeting on the City’s YouTube page. Additionally, members of the public were encouraged to reach out to staff (contact information was provided) with any comments or questions. All communication that has been received by staff has been forwarded directly to the Parks & Recreation Committee as it has been received.

The Committee’s task is not to consider the merits of the disc golf course, the process by which it was developed, or if the expansion should be completed. As clarified with the City Council, the Council is seeking a recommendation from the Parks & Recreation Committee as to whether there is an alternative use of the land the should supersede that of the disc golf course.

The remainder of this memo provides a brief the history of the disc golf course, estimated costs to maintain the course, and a cost estimate to remove the expansion to help the Committee determine if what a higher and better use of the land may be. In addition to the cost to remove the disc golf course, the installation of a new use also will have a cost. However, staff cannot estimate such a cost until a higher and better use has been identified.

### **History of the Property**

The disc golf course property was dedicated to the City in 1982 as part of the Whitebirch 16 plat. The land is platted as Outlot A, and the plat states, "That Whitebirch, Inc...does hereby donate and dedicate to the public for public use forever the drives, trails, place, pass, roads, lakes, circle and County State Aid Highway Number 11, and Outlots A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, & R as shown on the plat." As the land was donated and dedicated to the City for public use, the public cannot be denied access to the land.

### **Original Course**

The original 18-hole disc golf course was constructed in 2015 upon the recommendation of the Parks & Recreation Committee. The course was constructed for roughly \$33,600. This cost does not include labor as the work was done by the Public Works crew, and their wages are not assigned to any specific project or task. Below is the total cost breakdown for the original course.

Original 18-hole Disc Golf Course	Approximate Costs
18 Baskets	\$5,000
2 Tax Forfeit Lots	\$18,200
Rubber mats and tee boxes	\$3,400
Course Design	\$3,000
Seed, Straw, Fertilizer	\$1,800
Signs	\$500
Benches	\$1,700
<b>Total</b>	<b>\$33,600</b>

### **Expansion Course**

The 18-hole expansion of the disc golf course was a project in the 2022 budget and was recommended by the Parks & Recreation Committee in response to the success they experienced with the original 18-hole course. The budget for this expansion was just under \$85,000. 95% of the expansion's construction was completed in 2022 and was done by the Public Works crew. Just as with the original course, labor was not included in the budget. With just a final grade of the new parking lot needing to be conducted and new hole number signs installed, \$49,755.57 has been spent on the expansion, and the aforementioned items are estimated to cost a total of \$6,000. This would bring the final estimated cost of the project to \$55,755.57, which is almost \$29,000 under budget. A map of the 18-hole expansion is attached to this memo. Below is the full cost breakdown for the expansion course.

Disc Golf Expansion Budget	Estimated	Actual	Remaining Expenses	Estimated Total Cost
3 Tax forfeit lots	\$45,000	\$13,465.57		\$13,465.57
18 Baskets	\$8,000	\$5,940		\$5,940

Concrete for 36 Tee Pads and skid steer attachment rental	\$4,000	\$4,100		\$4,100
Gravel for 1 acre of parking	\$5,000		\$5,000	\$5,000
Surveying	\$2,000	\$1,850		\$1,850
Seed, Straw, Fertilizer	\$3,500	\$3,000		\$3,000
Tree Removal/Clearing	\$8,000	\$17,000		\$17,000
Contingency	\$5,175	\$4,200		\$4,200
New hole number signs	\$1,000		\$1,000	\$1,000
Timbers for tee boxes	\$3,000	\$200		\$200
<b>Totals</b>	<b>\$84,675</b>	<b>\$49,755.57</b>	<b>\$6,000</b>	<b>\$55,755.57</b>

### **Ongoing Maintenance**

The Public Works crew currently averages 180 man-hours of work on the original 18-hole course per year. Approximately 120 of those hours are spent mowing, approximately, and approximately 50 hours are spent collecting trash and conducting miscellaneous repairs and upkeep. Finally, roughly 10 hours is spent plowing the existing parking lot. The course is mowed using the City's John Deere lawn tractor, which is also used to mow various other City-owned properties, and the City spends around \$1,200 per year for fertilizer and a temporary bathroom. Time spent mowing and snow plowing do fluctuate each year based on precipitation. A lot of mowing was conducted in 2022 as it was a very wet year, but very little mowing was conducted in 2021 as we experienced a rather significant drought.

Once the expansion 18-hole course goes into operation, staff expects mowing time to increase to 240 hours, and trash collection and upkeep to increase to between 75 and 80 hours. With the new, larger parking lot, snow plowing is expected to increase to roughly 25 hours. The cost for a temporary bathroom will stay the same but more fertilizer will be required, which will bring the total for these two items to around \$1,500 per year. A full breakdown of current versus anticipated future costs is below.

	Original Course (18 holes)	Original + Expansion (36 Holes)
Mowing	120 hours	240 hours
Fertilizer	20 Bags (\$360)	40 Bags (\$720)
Trash Collection	25 hours	37.5 hours
Misc. Upkeep/Repairs	25 hours	40 hours
Snow Plowing	10 hours	25 hours
Temporary Bathroom	\$750	\$750

### **Remediation Costs**

The City Council requested that staff research the cost to return the expansion 18-hole course to its "natural state." Staff estimates that this could be done for approximately \$3,664, excluding labor, which would be done by the Public Works crew. 4,400 seedlings (made up equally of pine seedlings and oak seedlings) can be purchased

from the DNR for less than \$3,500, and staff estimates it would take between 120-200 man-hours to plant the seedlings.

However, in conversation with a DNR forester, the DNR shared that the City should first roundup all the grass that has been planted as it will compete with the seedlings for water and nutrients. Additionally, best case scenario is that 50% of all seedlings survive, and there is a good chance that no seedlings will survive if conditions are not just right (especially as there is no water source located on the property). If planting seedlings fails (in part or entirely), the potential exists for raspberry and hazelnut thickets to develop and persist for several years without significant intervention. Additionally, since the soils in Breezy Point are primarily sand, there are significant washout concerns on many of these steep inclines if the grass is killed and the seedlings to not survive.

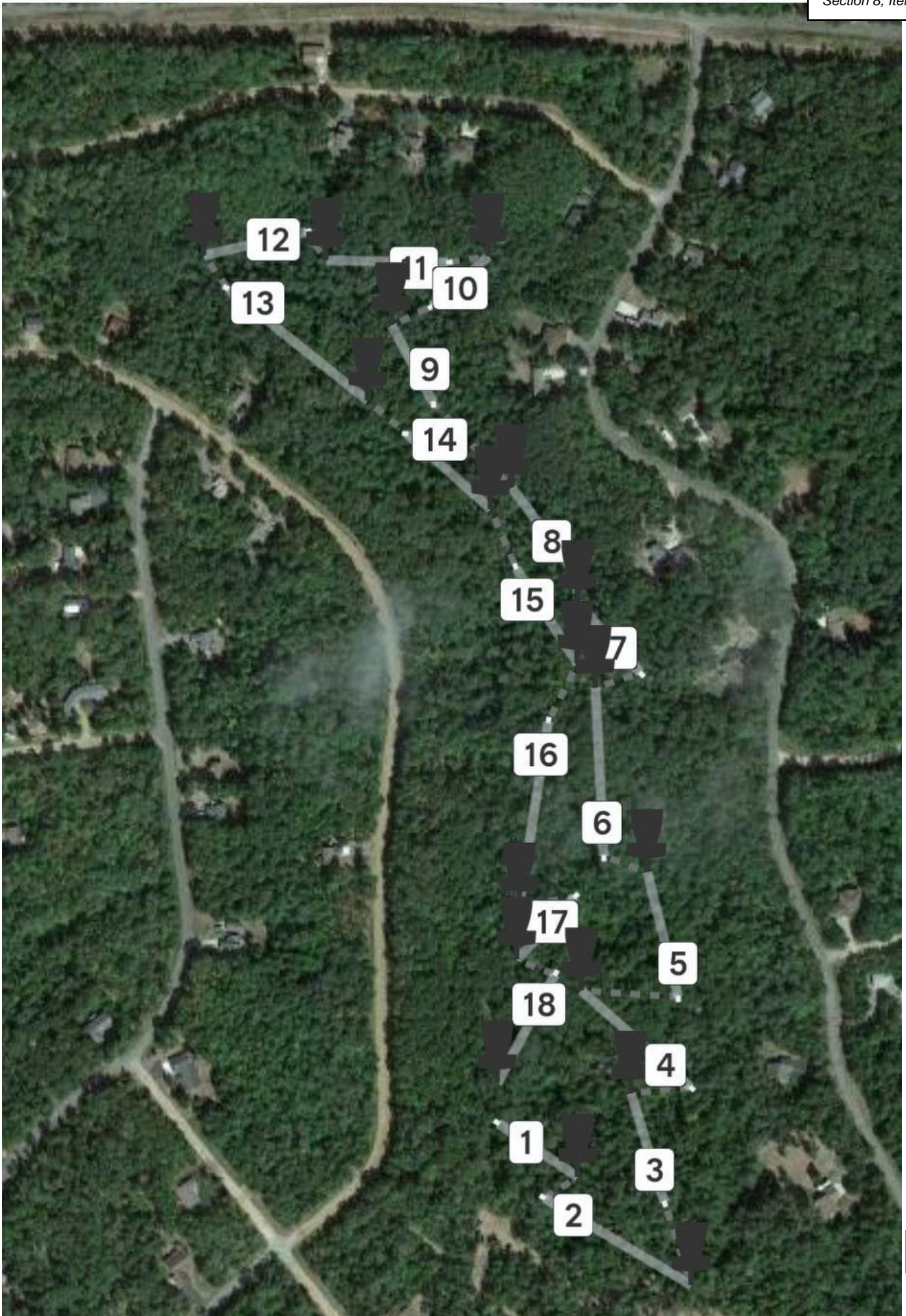
Finally, according to the DNR forester, a realistic timeframe for forest regeneration is 50-75 years.

2200 Pine Seedlings	\$1,188
2200 Oak Seedling	\$2,156
10 gallons roundup	\$320
120-200 hours labor	
<b>Total Cost</b>	<b>\$3,664</b>



# 18 holes • Par 59 • 5577 ft

Section 8, ItemA.





### **History of the Breezy Point Disc Golf Course**

- Councilmember Moroni and City Administrator Rudberg toured Crosslake, Jenkins disc golf courses May 22, 2013 and July 17, 2013
- Councilmember Moroni and City Administrator Rudberg walked the location of the Breezy Point Disc Golf Course planned area November 11, 2013
- [City Council meeting minutes November 3<sup>rd</sup>, 2014](#)
  - Councilmember Moroni updated the City Council that the proposed Disc Golf course has been roughed in.
- [City Council meeting minutes October 5<sup>th</sup>, 2015](#)
  - New disc Golf course is being played
- [City Council meeting minutes March 7<sup>th</sup>, 2016](#)
  - Parks & Recreation Committee – revised CIP to include the back 9 of disc golf course.
- [City Council meeting minutes June 6<sup>th</sup>, 2016](#)
  - Parks & Recreation Committee hosting open house at disc golf course.
- [City Council meeting minutes April 3, 2016](#)
  - Council report – Public works is finishing 2<sup>nd</sup> nine holes at disc golf course.
- [Parks and Rec meeting minutes May 11, 2017](#)
  - States that the 2<sup>nd</sup> nine holes to be worked on, and completed estimated in June.
  - Revised Capital Improvement plan – stated that the fishing boardwalk and disc golf pushed other items to other year.
  - Additional discussion for the 9 hole expansion
- [City Council meeting minutes June 5, 2017](#)
  - Mention of work for the 2<sup>nd</sup> set of nine holes progress
  - Adopted revised CIP Park plan
- [Parks and Rec meeting agenda April 12, 2018](#)
  - Disc golf course repair after storm
  - Disc golf trash receptacle discussion
- [Parks and Rec meeting minutes May 10, 2018](#)
  - Additional disc golf and mountain bike trails are put on the Capital Improvement Plan (CIP) for future discussion list.
  - Pave disc golf parking area
- [City Council meeting minutes July 2, 2018](#)
  - Thanks to park and rec and staff for maintaining beach, city hall park, and disc golf course.
- [Parks and Rec meeting minutes July 12, 2018](#) –
  - Discussion on update of repairs from disc golf course severe washouts.
- [City Council agenda November 5<sup>th</sup>, 2018](#)
  - Approve buying lots adjacent to disc golf course
- [City Council meeting minutes November 5<sup>th</sup>, 2018](#)
  - Purchase 2 lots next to disc golf course
- [Parks and Rec meeting agenda January 10, 2019](#)

- Expanding the disc golf course an additional 18 holes. Map provided of course area and a rough draft of course layout.
  - Discussion of purchasing tax forfeited properties.
  - Disc Golf course notes in maint plan.
- [Parks and Rec meeting minutes January 10, 2018](#) –
  - Discussion was had with acquiring lots adjacent to disc golf course and continue research into expanding 18 more holes.
- [City Council meeting minutes August 5<sup>th</sup>, 2019](#)
  - Mayor Lillehei gave update on recent Disc Golf Tournament on August 3rd
- [Parks and Rec meeting agenda August 8, 2019](#) – meeting moved to August 15
  - Capital Improvement plan (page 37) shows multiple expenses in past and potential Additional Disc Golf complex budget (updated as of 8/2/2019)
- [Parks and Rec meeting minutes August 15, 2019](#)
  - Discussion of course map.
  - Meeting was moved to disc golf course where discussion with users and a tour/walk done by committee.
- [City Council meeting minutes September 3<sup>rd</sup> 2019](#)
  - Discussion on 2020 potential levy projects include expansion of disc golf course and replace existing playground equipment.
- [Parks and Rec meeting minutes November 14, 2019](#)
  - Committee discussed the future plans of the disc golf course
- [Parks and Rec meeting agenda item, dated Oct 8, from public works supervisor](#)
  - Expansion of course was in design stages.
- [Parks and Rec meeting minutes October 8, 2020](#)
  - Disc golf update on land purchases for parking, and discussion of tree removal.
- [City Council agenda December 7, 2020](#)
  - Budget explanation for Parks capital outlay to include for disc golf expansion
- [Parks and Rec meeting agenda January 14, 2021](#)
  - Statement of a goal setting workshop set by council, which will include disc golf course expansion project.
- [City Council meeting minutes Workshop January 25<sup>th</sup>, 2021](#)
  - Short term and long term goal discussion: Replace City Hall playground equipment or expand disc golf course
    - Referred back to Parks & Recreation Committee
- [Parks and Rec meeting agenda item for February 11, 2021](#)
  - Discussion outline of budget items of community center feasibility report, replacement of park equipment, and expansion of disc golf course. While reserves and levies have the ability to do both, but not in the same year. Council requested that the committee recommend which one to see in 2021.
  - Disc golf expansion budget analysis
- [Parks and Rec meeting minutes February 11, 2021](#)
  - Disc golf expansion discussion of budget and work.

- Motion to get RFP for playground for 2021 and revisit the disc golf course for 2022 budget
- [City Council meeting minutes April 5<sup>th</sup>, 2021](#)
  - Disc golf tournament request approval for June 6<sup>th</sup>, and for all future requests to allow staff to schedule.
- [Parks and Rec meeting agenda item to discuss Disc Golf Course work for 21/22](#) May 13, 2021
- [Parks and Rec meeting minutes May 13, 2021](#)
  - Possible projects included disc golf course; will follow up with CIP
- [Parks and Rec meeting minutes August 12, 2021](#)
  - Discussion had on 5 year plan – disc golf course expansion.
- [City Council meeting minutes November 1<sup>st</sup>, 2021](#)
  - Discussed disc golf course expansion; cost neutral desires, waste collection
- [City Council agenda December 6, 2021](#)
  - Budget explanation for disc golf expansion
- [Parks and Rec meeting minutes January 13, 2022](#)
  - Update on disc golf expansion including new baskets, parking, tree removal
- [City Council meeting minutes February 7<sup>th</sup>, 2022](#)
  - Councilmember Bakken gave an updated from the January Parks & Recreation Committee meeting. Wants to have the Disc golf presentation at the next meeting for the new members.
  - Tree Removal Disc Golf Course Expansion
- [City Council meeting minutes April 4<sup>th</sup>, 2022](#)
  - Breezy Point disc golf course expansion discussion.
    - Many spoke.
- [Parks and Rec meeting agenda item from April 14, 2022](#)
  - Discussion of disc golf construction timeline and budget update
  - Shane Humphries presentation
- [Parks and Rec meeting minutes April 14, 2022](#)
  - Public works gave update on disc golf
  - Public asked about funding mentioned from presentation and city staff labor costs.
- Anonymous postcard sent out to Whitebirch 15/16 residents estimated April 30<sup>th</sup>, 2022 (exact mailing date and scope of mailing unknown)
  - See below Appendix
- [City Council meeting minutes May 2, 2022](#)
  - Disc Golf Course questions asked during Open Forum
  - Council gave park and rec update, including Disc Golf Course
- [Parks and Rec meeting minutes June 9, 2022](#)
  - General parks update regarding disc golf course expansion
- [City Council meeting minutes August 1, 2022](#)
  - Opposition to Disc Golf Course expansion expressed during Open Forum
  - Council gave update on course expansion

- [City Council meeting minutes October 3<sup>rd</sup>, 2021](#)
  - Concerns regarding the Disc Golf Course expansion expressed during Open Forum
  - Administration update on topics including disc golf course
- [Parks and Rec meeting minutes October 13, 2022](#)
  - Update on disc golf course and park maintenance.
- [City Council meeting minutes January 3, 2023](#)
  - Request for the City Council to address the expansion of the Disc Golf Course presented during Open Forum
- [City Council meeting minutes February 6, 2023](#)
  - Staff update on Disc Golf Course Expansion and public comment.
- [Parks and Rec meeting agenda item for February 9<sup>th</sup> 2023](#)
- [Parks and Rec meeting minutes February 9<sup>th</sup>, 2023](#)
  - Public works gave update on course.
- [City Council meeting minutes March 6, 2023](#)
  - Discussion, questions, and concerns regarding the Disc Golf Course expansion during Open Forum
- [City Council meeting minute April 3, 2023](#)
  - Public comment and City Council direction to refer issue of Disc Golf Course expansion to the Parks & Recreation Committee for the Committee to review alternative uses of the land and whether a disc golf course is still the best use of the land.

## Appendix


## ATTENTION NEIGHBORS

To our complete surprise, the expansion of the disc golf course, which has an estimated budget of \$84,675(excluding labor), has begun. Thousands of trees have been logged on 30+ acres of land. The expansion brings a new 100-space parking lot located on White Overlook (nearing the center of our neighborhood).

**\*\*Use of the current parking lot on Green Scene will discontinue\*\***

Between the location of the new parking lot, the course doubling in size to 36-holes, and the city's intent of allowing disc golf clubs to host 2-day tournaments (no fee charged to the club for course use), the traffic on our neighborhood roads is going to rise tremendously!!

If the thought of increased traffic on your road concerns you, don't hesitate to contact the Breezy Point Mayor & the Elected City Council members!



## Voice Your Concerns Today!

**Contact the Elected Breezy Point City Officials At:**

Mayor Todd Roggenkamp: [troggenkamp@cityofbreezypointmn.us]  
(mail to: troggenkamp@cityofbreezypointmn.us)

Councilmember Rebecca Ball: [rball@cityofbreezypointmn.us]  
(mail to: rball@cityofbreezypointmn.us)

Councilmember Gary Bakken: [gbakken@cityofbreezypointmn.us]  
(mail to: gbakken@cityofbreezypointmn.us)

Councilmember Tom Lillehei: [tlillehei@cityofbreezypontmn.us]  
(mail to: tlillehei@cityofbreezypointmn.us)

Councilmember Michael Moroni: [mmoroni@cityofbreezypointmn.us]  
(mail to: mmoroni@cityofbreezypointmn.us)

Or, Contact the City Administrator: Patrick Wussow  
Email: pwussow@cityofbreezypointmn.us  
Phone: 218-562-4441 ext. 262

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