



PARKS AND RECREATION MEETING

Thursday, April 10, 2025 at 5:00 PM

Public Safety Building | 8361 Co. Rd. 11 Breezy Point, MN 56472

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

AGENDA

1. **WALK THROUGH "CITY CAMPUS"** Meet at Public Safety Building
2. **CALL TO ORDER**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL**
5. **APPROVAL OF MINUTES**
 - [A.](#) March 13, 2025 Parks and Recreation Meeting Minutes
 - [B.](#) April 1, 2025 Parks and Recreation Workshop Minutes
6. **SUMMARY OF COUNCIL DISCUSSION**
7. **CITY CAMPUS / MASTER PLAN DISCUSSION**
8. **STAFF REPORTS**
9. **COMMITTEE MEMBER REPORTS**
 - Initiative Foundation Member Report
10. **ADJOURN**

**City of Breezy Point
Parks and Recreation Committee
March 13, 2025 – 5:00 pm
Meeting Minutes**

Call to Order

The meeting was called to order.

Pledge of Allegiance

The committee stood for the Pledge of Allegiance.

Roll Call

Public Works Supervisor Joe Zierden conducted roll call with members Gail Arne, Jody Miller, Kimberly Slipy, Deanne Trottier, Diane Williams, and Megan Zierden in attendance. Bill Toft was absent. Staff present included Public Works Supervisor Joe Zierden, Jerry Bohnsack Interim City Administrator, and Deputy Clerk Deb Runksmeier. Bill Toft was absent

Approval of Minutes

February 13, 2025 Parks and Recreation Committee Meeting Minutes

Slipy made a motion to approve the minutes from February 13. Williams seconded. The motion passed unanimously.

Grant Information and Services

Laurie Prem from Premium Brand Services LLC gave a presentation on grant opportunities, focusing on the DNR Outdoor Recreation grant. She provided an overview of her experience in grant writing and consulting.

Prem outlined a potential funding plan, including a 50% match from the DNR grant (up to \$83,000), \$50,000 from Sourcewell, and additional funds from donations, fundraising, city funds, park committee funds, and in-kind labor. She noted that volunteer time is valued at \$31.80 per hour for grant purposes.

Prem discussed the team composition required for a successful grant application, including city planners, project managers, business contacts, map creators, vendors, and a grant writer. She mentioned that Sourcewell offers funding to cover third-party costs like grant writing.

The eligibility requirements for the DNR grant were explained, including the need for at least one major component such as sports fields or courts. Prem outlined the timeline for the grant application process, with work potentially beginning in fall 2026 and the majority of construction happening in summer 2027.

Key points from the presentation included:

- Public involvement is required and must be documented
- City Council and Park Board must sign agreement to seek the grant
- Park projects must be maintained for outdoor recreation in perpetuity
- Strong project management and financial management are crucial
- A firm timeline is needed for the grant application

Prem provided a list of items needed for the application, including written plans, diagrams, cost estimates, photographs, maps, and various studies (wetland, wildlife, archaeological).

Committee members asked questions about public meetings, timeline, and next steps. Prem recommended developing a comprehensive park plan before proceeding with the grant application.

Staff Reports

Joe presented a memo regarding a tax forfeiture auction for a piece of land adjacent to the city campus. The committee discussed the importance of acquiring this land for future park development.

Williams made a motion to recommend that the City Council try to acquire the tax-forfeited lot before the April 8 auction. Zierden seconded. The motion passed unanimously.

Joe also provided updates on the community garden project, including:

- Water supply and irrigation work in progress
- Over half of the garden plots reserved
- All raised gardens full except for some 17-inch plots
- Ace Hardware potentially donating garden hoses and tools

Committee Member Reports

Committee members discussed the need for increased public involvement and transparency in the pickleball court project. Suggestions included:

- Holding a public meeting to gather input on the project
- Developing a comprehensive master plan for the park area
- Sending targeted notices to adjoining property owners
- Publishing newspaper articles about the park master plan

The committee decided to schedule a workshop to discuss the master plan and pickleball court project. They tentatively set the date for April 1 or 2 at 5:00 PM, pending confirmation of availability.

Kim reported on grant writing options and mentioned that grant writer administrative expenses could be included in the grant application if not covered by Sourcewell. She also suggested exploring the creation of a project fund through organizations like the Initiative Foundation to facilitate fundraising without needing a 501(c)(3) designation.

Adjourn

Motion to adjourn meeting at 6:41 pm. made by Williams, seconded by Miller. All in favor.

DRAFT

Parks and Recreation Committee

April 1, 2025 Workshop

Meeting minutes

City park future planning

Site planning and land use

The committee discussed the current city property and potential future developments. They reviewed a map showing existing city property, including City Hall, the Public Safety Building (PSB), and some undeveloped areas. The committee noted that there was a tax forfeit lot the city was looking to acquire to help fill out the area, though it was described as swampy.

The usable ground for potential park development was estimated to be approximately 4-5 acres, which was slightly less than initially thought. The committee discussed the topography of the area, noting that it was variable but generally suitable for development.

Master plan review

The committee reviewed the proposed improvements from the master plan. They discussed the need for a more detailed site plan and looked at examples from other cities, such as Cross Lake. The committee noted that Crosslake had hired Bolton and Mink, their city engineering firm, to create a concept plan for about \$9,000-\$10,000. This process included public engagement and phased planning.

The committee expressed interest in pursuing a similar approach for Breezy Point, recognizing that it would be beneficial for securing grants and general planning. They discussed the possibility of working with Widseth, their current engineering firm, to develop a site plan.

Future amenities and prioritization

The committee discussed various potential amenities for the park, including:

- Biographic signage
- Harmony Park instruments
- Community garden expansion
- Ice rink and warming house
- Trail pathway expansion
- Public restrooms
- Pickleball courts
- Dog park

They prioritized pickleball courts and public restrooms as the most immediate needs. The committee also discussed the potential for a community center in the future, though they recognized this as a long-term consideration.

The committee debated the need for a dog park, with some members questioning its necessity given the abundance of open space in the area. They agreed to keep it as a consideration for future planning.

Public engagement and next steps

The committee discussed the importance of public engagement in the planning process. They agreed to present their ideas to the City Council at the next meeting and seek approval to move forward with developing a more detailed site plan.

The committee also discussed the need for targeted outreach to potential pickleball players and nearby residents who might be affected by the development. They recognized the potential for noise concerns and the importance of addressing these issues early in the planning process.

The committee agreed to pursue grants and explore funding options, including the possibility of working with the Initiative Foundation to set up a 501(c)(3) for fundraising purposes.

Pickleball Courts

The committee discussed the implementation of pickleball courts as a priority for the park development. They considered starting with 4-6 courts, with the potential to expand to 8 in the future. The committee noted the popularity of pickleball in other communities and the enthusiasm expressed by some local residents.

They discussed the need to balance the desire for pickleball courts with potential concerns from nearby residents, particularly regarding noise. The committee agreed that proper placement and design would be crucial to address these concerns.

The committee also discussed the possibility of implementing a membership system for the courts, similar to the community garden. They debated the pros and cons of this approach, considering both accessibility and funding for maintenance.

Public Restrooms

The committee identified public restrooms as a high priority for the park development. They discussed the need for running water and drinking fountains, especially if located between the proposed pickleball courts and the community garden.

The committee considered various options for the restroom facilities, including the possibility of combining them with a picnic shelter or other amenities. They recognized the importance of proper placement and design to serve the needs of park users effectively.