



PARKS AND RECREATION COMMITTEE MEETING

Thursday, July 09, 2026 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

AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF MINUTES**
 - [A.](#) May 14, 2026 Parks and Recreation Committee Meeting Minutes
5. **MASTER PLAN PHASE 1**
 - [A.](#) Parks Master Plan Phase 1 Priorities
6. **PROJECT LIST 2027**
 - [A.](#) Project Updates and Preliminary 2027 Projects
7. **STAFF REPORTS**
8. **COMMITTEE MEMBER REPORTS**
9. **ADJOURN**

**Breezy Point
Parks and Recreation Committee
Meeting Minutes
May 14, 2026, 5:00 pm**

Call To Order

The meeting was called to order at 5:05 pm by Chair Arne.

The Pledge of Allegiance was recited by the attendees.

The committee noted they did not have a quorum present at the start of the meeting. Roll Call was conducted by Joe Zierden with members Gail Arne and Megan Zierden in attendance. Kimberly Slipy and Diane Williams were absent. Deanne Trottier arrived at 5:20 pm. Staff present included City Administrator Allie Polsfuss, Public Works Director Joe Zierden, and City Clerk Deb Runksmeier.

Approval Of Minutes

Since the committee did not have a quorum, they decided to table the approval of the March 12, 2026 minutes until a later in the meeting when more members would be present.

Megan Zierden made a Motion to approve March 12, 2026 Parks and Recreation Committee Meeting Minutes, seconded by Deanne Trottier. Motion Carried 3-0.

Final Parks Master Plan Review

Staff presented the final master plan that was included in the committee packet. The plan had been updated to incorporate previous committee feedback and included updated property acquisitions, with one additional property having been acquired since the last version.

Committee members discussed the phasing shown on the plan. Arne requested clarification on which trails would be paved in each phase, noting it was difficult to distinguish what would be completed in different phases. Staff agreed to ask the consultant to make the paved trails more clearly identifiable, possibly using different colors.

There was discussion about the pickleball courts being shown in phase 1, though staff clarified this was grant-dependent and would be prioritized if grant funding was received. The nature playground and pickleball courts were identified as the top two priority features.

Staff mentioned they had restructured the phasing to make more logical sense and moved the kiosk location closer to the parking lot entrance for better visibility and accessibility.

The committee discussed the budget implications, with staff noting they hoped to secure funding for the parking lot paving in the next budget cycle. The nature playground was identified as the first feature they wanted to tackle, with staff planning to request increased budget allocation from the council.

There was discussion about public input for the nature playground design, with staff suggesting this would be an appropriate time to gather community feedback on desired features. Committee members shared examples of nature playground elements they had observed at other locations.

Staff proposed budgeting annually for grant writing assistance, estimating \$10,000 per year to help with DNR grant applications, which could pay for itself if even one grant was successful.

The committee discussed the aerial view perspective shown in the plan, suggesting an alternative angle that would better showcase the lake and park features rather than focusing on the baseball field.

Regarding the boardwalk shown in future phases, this was confirmed to be dependent on additional land acquisition across the area.

Staff provided an update on land acquisition efforts, noting they receive notifications when properties go to tax forfeiture auction. There was discussion about potentially budgeting \$5,000 annually for opportunistic land purchases, though staff noted the 24 acres identified for acquisition represented a long-term goal that could take years to complete.

Staff announced plans to present the master plan to the city council, likely in June with the Widseth consultant (Jillian) making the presentation. The committee agreed this approach would be beneficial since the consultant could better address technical questions.

Parks Budget and Projects

Staff reported on the current year's budget utilization from the \$30,000 allocation. Completed projects included two semi-loads of wood chips for the playground costing approximately \$2,600 in May.

An estimate of \$8,000 from Anderson Brothers was received for paving the community garden entrance and connecting trails. This project was planned for council consideration in June, with completion expected in June or July. Staff discussed coordinating with gardeners regarding access during construction.

The ballfield diamond received aggregate material costing about \$2,000 for one dump truck load, which was expected to last approximately 15 years. This was the first such application in recent memory.

New signage for official ordinances was ordered, with two display units costing approximately \$1,500 each. These would be installed at the disc golf course main entrance and city park, with future installations planned for the fishing pier and beach.

Total expenditures were projected to be \$16,000-\$18,000 of the \$30,000 budget, leaving potential remaining funds for other projects.

There was discussion about concrete tee pads for the Monarch Trail disc golf course. Staff indicated the current year's workflow might not accommodate this project, but it could be considered for 2027. The concrete pads would provide consistency with the newer course and replace aging rubber tee pads.

Staff noted other maintenance items including broken sidewalk repairs and continued pressure washing of park equipment.

Signage Update

Staff provided information about new Venmo QR codes being implemented for park donations. Approximately 10 signs would be placed throughout the park system, primarily at high-traffic areas like disc golf course, city park, beach, and fishing pier. Staff had tested the system successfully and reported that donations had already been received shortly after implementation.

The donation system was specifically designated for parks and recreation improvements. There was discussion about potentially creating a separate system for cemetery donations if desired.

Staff reported that disc golf baskets would be installed by May 15th (the day after the meeting), plus or minus a few days. This installation was done by council order based on requests from abutting property owners, with specific dates determined by those requests.

The committee celebrated news that one of the city's disc golf courses (Agate Pass) had been voted in the top 10 in the state. Staff planned to share this achievement to residents.

There was discussion about playground equipment maintenance, with staff noting they had successfully repainted a fiberglass instrument that had been causing splinter issues for children. A local painter completed the work for \$700, significantly less than replacement cost.

Committee members reported on the community garden's success, noting all garden plots had sold out by March. The garden had been renumbered and lettered for better organization, and new benches and picnic tables had been installed. The irrigation system was also operational for the growing season.

Adjourn

Meeting adjourned at 5:40 PM.

Submitted By: Deb Runksmeier
City Clerk



PARKS AND RECREATION COMMITTEE MEETING

AGENDA ITEM

Section 5, Item A.

<p>Prepared By: Joe Zierden Public Works Supervisor, Allie Polsfuss, City Administrator</p>	<p>Meeting Date: July 9, 2026</p>	<p>Item Name: Phase 1 Priorities</p>
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BACKGROUND

At the June 1, 2026 City Council meeting, Jillian from Widseth presented the final Master Parks plan to the City Council. The Council’s feedback was positive. The next steps include prioritizing phase one items so the Finance Committee can consider the committee’s recommendations in the budgeting process.


OVERVIEW

Attachment A includes the engineer's cost estimates for the Phase 1 projects. While these figures are preliminary estimates, they provide the committee with a general understanding of the funding needed to complete the initial phase.

A few considerations:

- The 2026 annual capital parks budget is \$30,000.
- Staff is proposing increasing the capital parks budget to \$60,000 in 2027.
- The long-term goal is to increase the annual budget by \$10,000 to \$20,000 each year until it reaches \$100,000 annually by 2030.
- Staff is also proposing adding \$10,000 to the operating budget to fund Widseth's grant-writing assistance. This expense is anticipated to continue in future years.
- Staff will discuss with the Finance Committee whether issuing debt to fund portions of Phase 1 is a feasible option.
- At this time, staff is looking for direction from the committee to prioritize the features in phase one. A few items in this phase could potentially be completed in house, and we can discuss that at the meeting.

Please number the items in order you would like to see them prioritized.

 STATEMENT OF ESTIMATED QUANTITIES		ENGR ESTIMATE
ITEM NO	DESCRIPTION	AMOUNT
PHASE 1 (SEE PHASING PLAN)		
1	MOBILIZATION	\$45,000.00
2	CLEARING AND GRUBBING (BASKETBALL, NATURE PLAY, PARKING)	\$24,000.00
3	EXCAVATION & EMBANKMENT	\$14,400.00
4	BITUMINOUS PARKING LOT (MAIN PARKING AREA AND 24' ACCESS ROAD)	\$240,000.00
5	BITUMINOUS ROAD (N SPRUCE DR.) (24' WIDENING)	\$40,000.00
6	BITUMINOUS TRAIL (10' WIDE)	\$105,000.00
7	AGGREGATE BASE (CV) CLASS 5 (16' BOAT TRAILER ACCESS)	\$8,100.00
8	4" CONCRETE WALK	\$28,500.00
9	PARKING LOT STRIPING (4" SOLID LINE PAINT)	\$1,500.00
10	NATURE PLAYGROUND	\$75,000.00
11	ENGINEERED WOOD FIBER	\$6,500.00
12	BENCHES (FINAL QUANTITY TBD)	\$22,500.00
13	TRASH RECEPTACLES	\$7,500.00
14	SITE SIGNAGE (FINAL QUANTITY TBD)	\$1,900.00
15	WELCOME KIOSK (PARK MAIN ENTRANCE & CITY HALL)	\$15,000.00
16	TREE PLANTING	\$33,600.00
17	EROSION CONTROL	\$4,500.00
18	NATIVE SEED/ TURF RESTORATION	\$9,000.00
		\$682,000.00
PHASE 1 SOFT COSTS		
19	CONTINGENCY (15%)	\$102,300.00
20	ESCALATED INFLATION RATE BASED ON MNDOT PROJECTIONS (3%)	\$20,460.00
21	DESIGN & ENGINEERING (10%)	\$68,200.00
		\$872,960.00



PARK AND RECREATION MEETING

AGENDA ITEM

Section 6, Item A.

<p>Prepared By: Joe Zierden, Public Works Director</p>	<p>Meeting Date: 7/9/2026</p>	<p>Item Name: Project Updates and Preliminary 2027 Projects</p>
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BACKGROUND/DISCUSSION

- 2026 Project Budget **\$30,000.00**

- Community Garden Trail Paving

Estimated	\$7,153.00
Actual	\$8,153.00

- Additional Park Signage Costs **Approximate \$4,000.00**

- Ballfield Agri lime **Approximate \$2,000.00**

- Remaining Budget **Approximate \$15,847.00**

- The new signage for the fishing pier, Breezy Point Blvd park, Winter Trail Walking Trail and swimming beach could be acquired with the remaining budget in 2026.

- Potential 2027 park upgrade/maintenance projects include:
 - Repair washouts in fairways and bare spots
 - Approximately \$5,000
 - Replace worn-out rubber tea pads with 5 x 10 concrete pads at Monarch Trail course
 - Approximately \$3,500
 - Park Mapping
 - Could include locations of parks and layouts, cost would vary greatly by what is covered.