



PARKS AND RECREATION COMMITTEE MEETING

Thursday, March 12, 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. ROLL CALL

3. APPROVAL OF MINUTES

[A.](#) January 8, 2026 Parks and Recreation Committee Minutes

4. PARKS MASTER PLAN

[A.](#) Masterplan Final Boards

5. PARKS SPONSORSHIP / DONATIONS

[A.](#) Parks Sponsorships and Donations

6. PARK SIGNAGE

[A.](#) Park Signage

7. COMMUNITY GARDEN EVENT

8. STAFF REPORTS

9. COMMITTEE MEMBER REPORTS

10. ADJOURN

Breezy Point Parks and Recreation Committee

Meeting Minutes

Thursday January 8, 2026

The meeting was called to Order by Chair Arne at 5:00 p.m.

The Pledge of Allegiance was recited.

Roll Call was conducted by Administrator Allie Polsfuss with members Gail Arne, Diane Williams, and Megan Zierden in attendance. Deanne Trottier arrived at 5:18 pm. Kimberly Slipy was absent. Staff present included City Administrator Allie Polsfuss, Public Works Supervisor Joe Zierden, and Deputy City Clerk Deb Runksmeier. Mayor Todd Roggenkamp was also present.

Approval of October 9, 2025 Parks and Recreation Committee Minutes

The committee reviewed the minutes from the October meeting.

Diane Williams made a Motion to approve the October 9, 2025 Parks and Recreation Committee Meeting Minutes, seconded by Megan Zierden. Motion 3-0.

Parks Master Plan Concept Review - Widseth Engineering

Julian Reiner and Zoe Hoffman from Widseth Engineering presented two concept plans for the park master plan. The discussion focused primarily on the placement of pickleball courts, trail systems, and park entrances.

After reviewing both concepts, the committee unanimously preferred Concept 2, which placed the pickleball courts in a location that would minimize noise impacts on nearby residences. The committee also favored making the entrance off North Spruce Drive the main park entrance as it would provide better central access to park amenities.

Mayor Roggenkamp advised the committee to develop a phased approach to implementation, spanning 3-10 years, as this would be more practical for funding purposes. He also noted that having the pickleball courts in the suggested location in Concept 2 would help avoid potential noise complaints from residents.

The committee was informed that Widseth would return with a fully rendered plan and cost estimates, likely in February.

Election of Officers

Diane Williams made a Motion to elect Gail Arne as Chair for 2026, seconded by another Deanne Trottier. Motion 4-0.

Deanne Trottier made a Motion to elect Megan Zierden as Vice Chair for 2026, seconded by Diane Williams. Motion carried 4-0.

Staff Reports

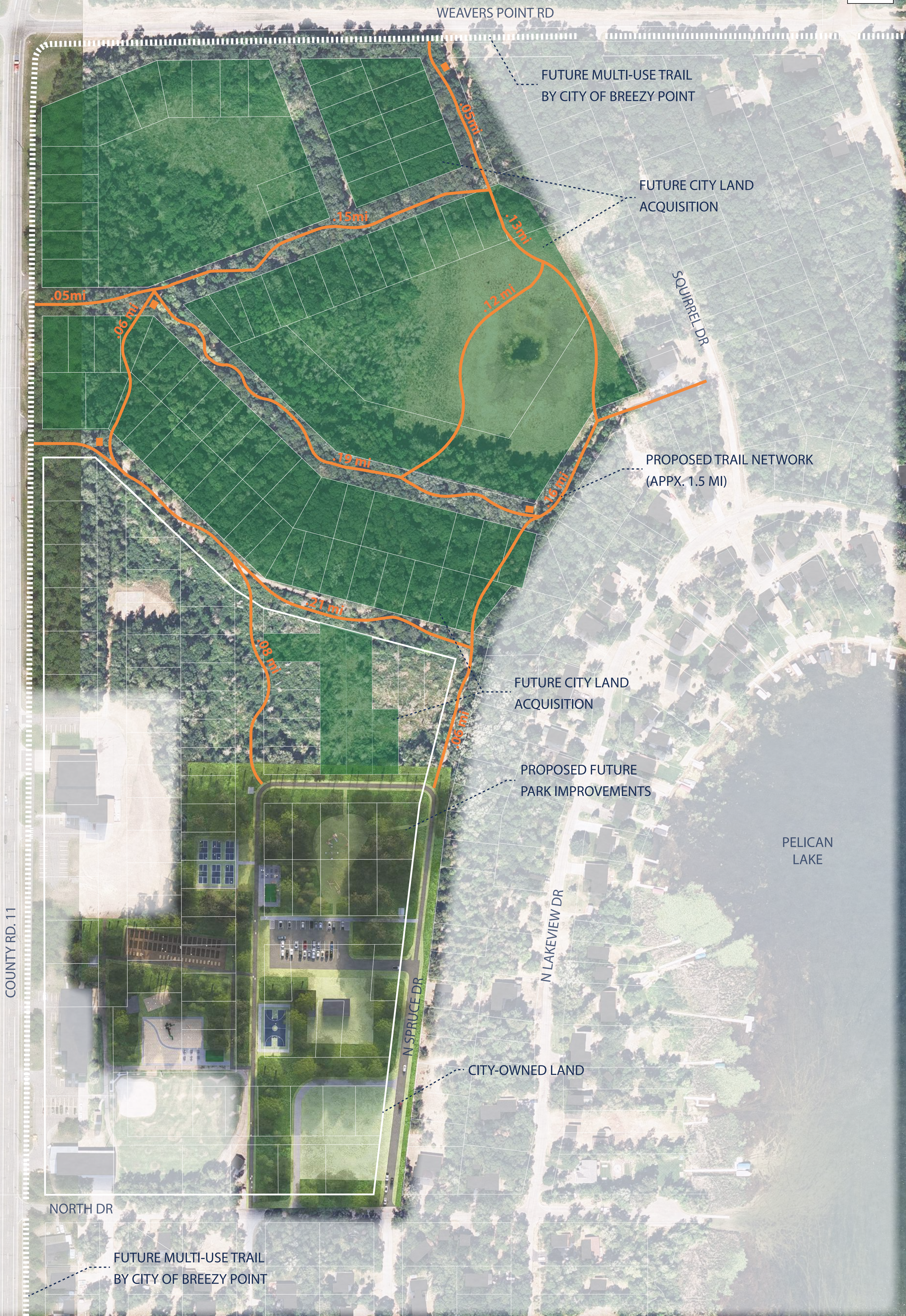
Administrator Polsfuss reported that renewal for garden plots would open in February, with a new online application system being implemented. The park ordinance is being formalized to make the previously approved rules enforceable by the police department. It was also reported that the city had closed on purchase of lots for park expansion.

Adjourn

The meeting was adjourned at 6:05 pm.

Submitted By: Deb Runksmeier
Deputy City Clerk

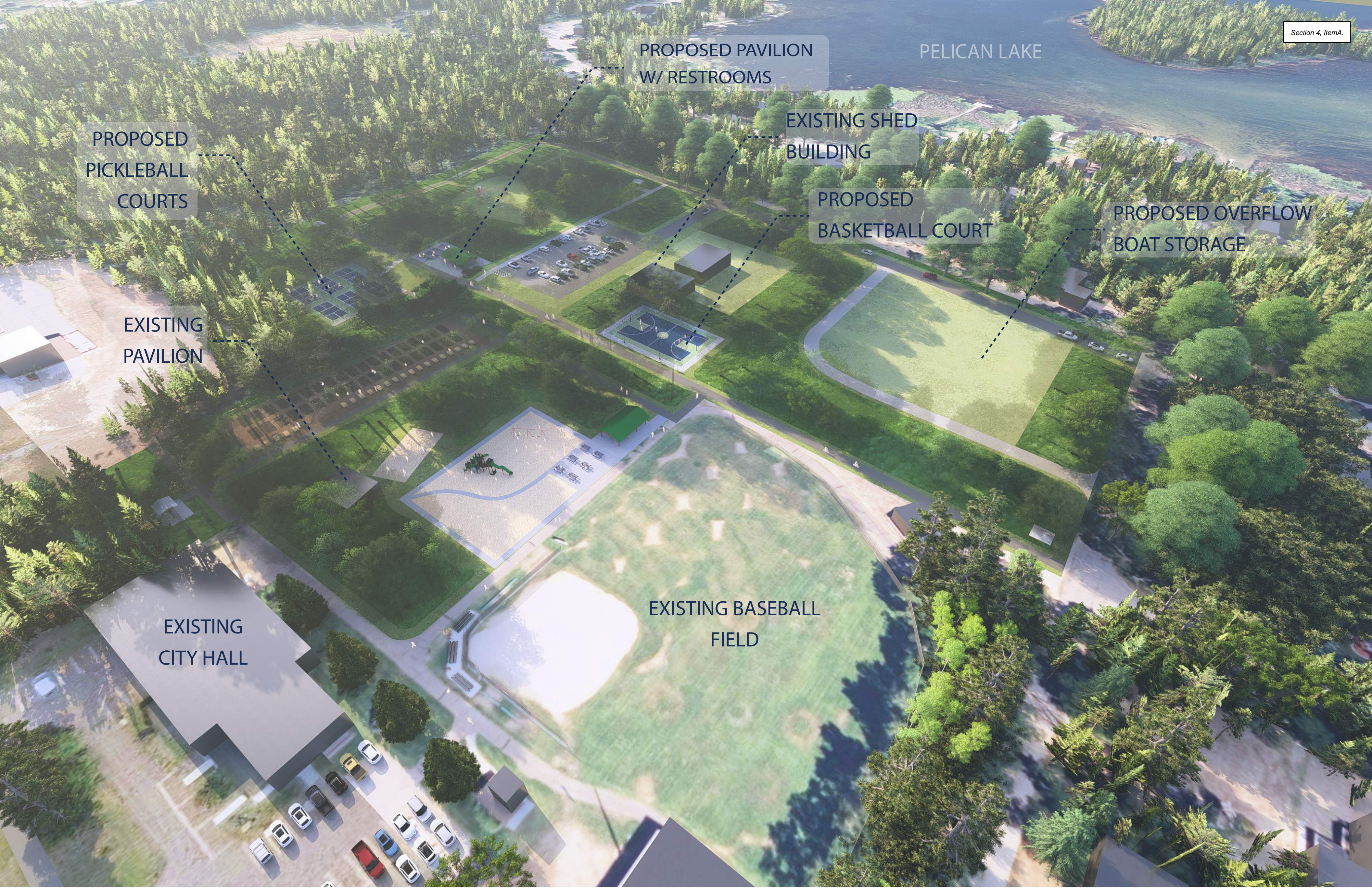
DRAFT



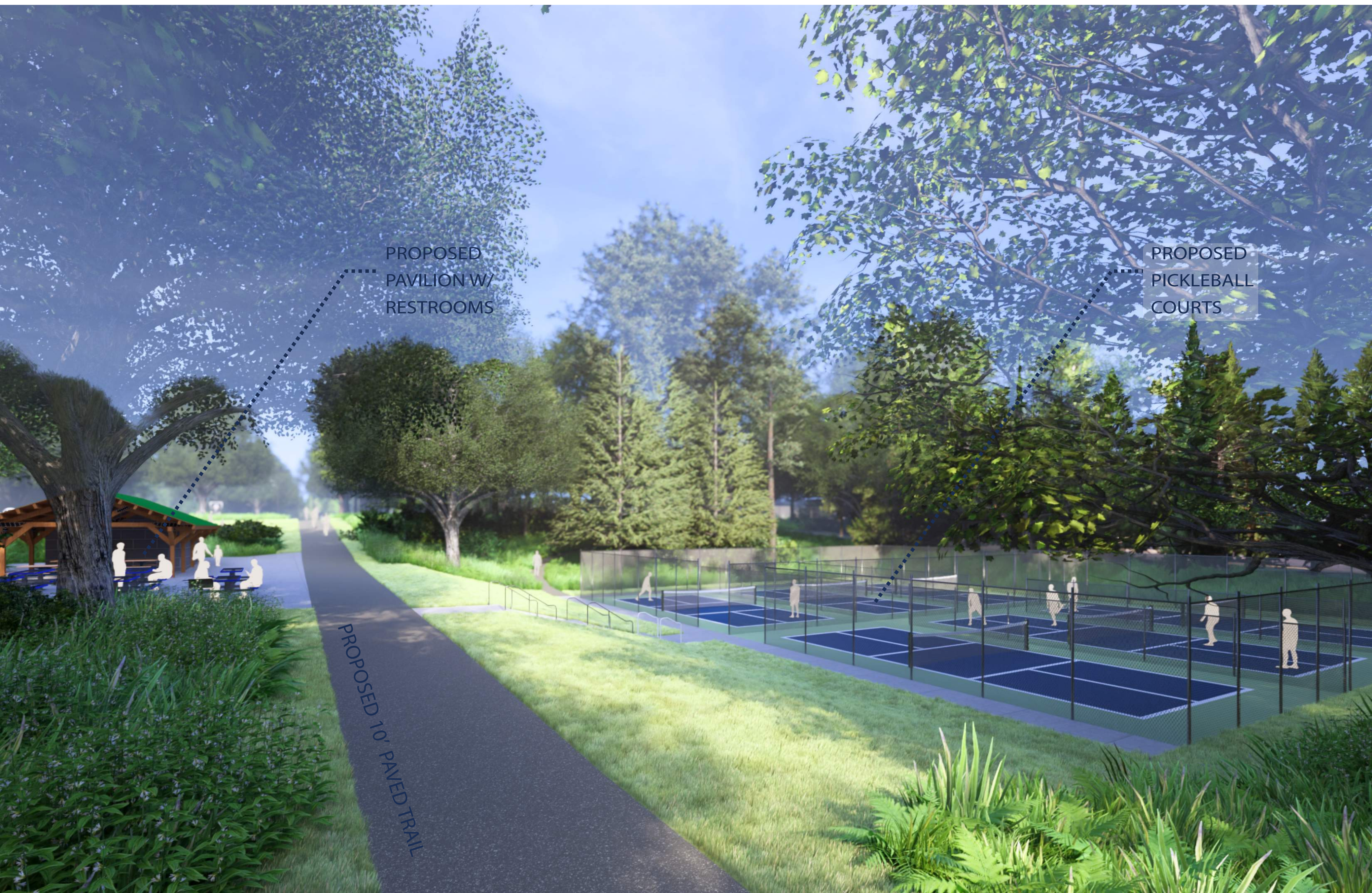
BREEZY POINT PARK MASTERPLAN - OVERVIEW

BREEZY POINT, MINNESOTA

WIDSETH



P1 PERSPECTIVE 1



P2 PERSPECTIVE 2

COUNTY RD. 11

NORTH DR

N SPRUCE DR

PHASE 4

PHASE 2

PHASE 1

PHASE 3

CITY OWNED PROPERTY

FUTURE MULTI-USE TRAIL
BY CITY OF BREEZY POINT

PHASING PLAN LEGEND

- PHASE 1 - IMPROVEMENTS TO N SPRUCE DR, MAIN ENTRANCE & PARKING LOT
NATURE PLAYGROUND, OVERFLOW BOAT STORAGE, 10' PAVED TRAIL
- PHASE 2 - PICKLE BALL COURT, ADA SIDEWALK ACCESS, PAVILION & RESTROOM
- PHASE 3 - ADA PLAYGROUND IMPROVEMENTS, CONCRETE SIDEWALKS,
RELOCATE BASKETBALL COURT
- PHASE 4 - SOFT SURFACE TRAILS



PARKS AND RECREATION COMMITTEE MEETING

AGENDA ITEM

Prepared By: <i>Allie Polsfuss, City Administrator</i>	Meeting Date: <i>03/12/2026</i>	Item Name: <i>Park Sponsorship/ Donations</i>
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BACKGROUND

At the time of the Disc Golf Course expansion, the Committee and Council discussed the use of disc golf hole sponsorships as a way to generate revenue for the course.

OVERVIEW

Since that discussion, the disc golf course expansion has received some opposition. As a result, staff has begun exploring other options instead of coordinating a sponsorship program given the lack of broad Council support.

That said, we explored alternative funding mechanisms and consulted with legal counsel regarding the City’s ability to accept donations designated for park improvements and recreational enhancements. Legal counsel confirmed there are no legal concerns, provided that:

- The Council formally accepts all donations, and
- Funds are used solely for their stated and intended purpose.

To facilitate donations, staff proposes establishing a City-managed Venmo or PayPal account dedicated to park and recreation enhancements. A QR code linking directly to the City’s donation account would be generated and displayed at City parks and trails. Donation totals would be reported at Parks Committee meetings to ensure transparency. Staff will coordinate with the Finance Department to establish the account in the spring and develop appropriate signage for placement throughout the park system.

Additional Information

It is important to note that the City’s budget should continue to be sufficient to maintain operations, improvements, and ongoing maintenance at all City-owned parks and amenities without reliance on donations or a direct revenue source. While some cities require user fees for park access, municipal parks are generally funded by taxpayers and intended to provide free recreational opportunities for residents and visitors.

Implementing a user fee specifically for the disc golf course would likely create an administrative burden that exceeds potential revenue and could present enforcement challenges. If there is Council interest in exploring a user fee in the future, staff can revisit the topic at that time.

We believe allowing donation acceptance at all of our parks is a great way to start.

STAFF RECOMMENDATION

Staff recommends the Committee discuss the concept of establishing a donation program for park improvements and enhancements.



PERSONNEL COMMITTEE MEETING

AGENDA ITEM

Prepared By: <i>Allie Polsfuss, City Administrator</i>	Meeting Date: <i>03/12/2026</i>	Item Name: <i>Park Signage</i>
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OVERVIEW

Staff has been working with a vendor to design and install a kiosk at each park and recreational area, along with updated signage for each location. The signage will include:

- A brief summary of the park amenities and features
- The newly adopted rules and regulations specific to each area
- A QR code linking directly to the City’s website for additional information

In future years (likely 2027 or 2028), staff plans to incorporate professionally developed maps for each park into the kiosks. Maps created by our engineering firm can be relatively costly, so staff anticipates including this expense in upcoming budget cycles.

The City Park and Disc Golf Course kiosks and signage are anticipated to be installed/ updated this spring, with the remaining parks scheduled for installation next summer.

Staff will provide photos of the signage once it has been finalized and installed.

STAFF RECOMMENDATION

This item is intended as an update.