



PARKS AND RECREATION COMMITTEE MEETING

Thursday, May 14, 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.](#) March 12, 2026 Parks and Recreation Committee Meeting Minutes
5. **FINAL MASTER PLAN REVIEW AND PRESENTATIONS**
 - [A.](#) Parks Master Plan
6. **2026 BUDGET EXPENSES AND PROJECT UPDATES**
 - [A.](#) Parks Budget and Projects
7. **SIGNAGE UPDATE**
8. **STAFF REPORTS**
9. **COMMITTEE MEMBER REPORTS**
10. **ADJOURN**

Breezy Point Parks and Recreation Committee

Meeting Minutes

Thursday March 12, 2026

The meeting was called to order by Vice Chair Megan Zierden at 5:00 p.m.

The Pledge of Allegiance was recited.

Roll Call was conducted by Public Works Supervisor Joe Zierden with members Diane Williams, Deanne Trotter, Kimberly Slipy, and Megan Zierden in attendance. Gail Arne was absent. Staff present included City Administrator Allie Polsfuss and Public Works Supervisor Joe Zierden.

Approval of January 8, 2026 Parks and Recreation Committee Minutes

The committee reviewed the minutes from the January meeting.

Diane Williams made a Motion to approve the January 8, 2026 Parks and Recreation Committee Meeting Minutes, seconded by Kimberly Slipy. Motion 4-0.

Parks Master Plan Final Review - Widseth Engineering

Widseth Engineering representative Zoe Hoffman presented the finalized concept plans for the park master plan. Discussion focused on park features, phasing, and overall layout of the space.

The committee had comments on the following features:

- **Basketball Court Location:**
Committee member Trotter requested that the basketball court remain identified in its current location, noting that relocation was not discussed at the previous meeting. The committee agreed.
- **Main Kiosk Location:**
Trotter also requested that the main kiosk be relocated to a more prominent location closer to the parking lot. The committee agreed.
- **Future Park Structure:**
Williams recommended identifying a space for a future park structure, consistent with previous concept discussions. The committee agreed to include this in the plan.

Plan Phasing Discussion

The committee discussed the implementation phases of the master plan.

- The pickleball court will be included in Phase 1, though construction will depend largely on grant funding.
- Staff emphasized that access and parking improvements should be the first course of action, potentially budgeted for in upcoming years.
- The committee discussed moving the nature walk trails and boardwalk system from Phase 4 to Phase 3.

Public Works Supervisor Zierden noted that this timeline will depend largely on future land acquisition. If the city acquires the necessary land, moving the project forward earlier would be achievable.

Agreed Timeline

- April 9: Review the Final Master Park Plan
- April 30: Present the Master Plan to the City Council and request comments, feedback, and overall acceptance so the City can begin applying for grants and planning funding strategies.

Staff will relay the committee's comments to Widseth Engineering so final adjustments can be made.

Sponsorships/Donations

City Administrator Polsfuss provided an update on sponsorship opportunities previously discussed for the disc golf course.

After internal discussion, staff determined that sponsorships are no longer a viable option for generating revenue for the public course. Instead, staff has explored the City's ability to accept donations for park and recreation enhancements. To facilitate this:

- The City will establish a dedicated electronic payment account for park and recreation donations.
- Signage will be placed throughout park and recreation areas encouraging visitors to donate toward improvements if they wish.

Parks Signage

Public Works Supervisor Zierden and City Administrator Polsfuss provided an update on the park signage as discussed in previous years. The goal is to have a cohesive, informative, and interactive sign at each of the publicly owned park areas that includes; a brief summary of the park amenity and features, newly adopted rules, and a QR code linking to the website.

We hope to install the signs at the City Park and Disc Golf course this summer, and complete the remaining signs in 2027 and 2028.

Community Garden Park Event

The Committee discussed a potential event for the Community Garden. It was ultimately decided that this was not a priority at this time, but the committee may continue to have discussions throughout the summer.

Staff Reports and Committee reports

No reports were presented.

Adjourn

The meeting was adjourned at 6:05 pm.

Submitted By: Allie Polsfuss
City Administrator Clerk

DRAFT



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: May 14, 2026</p>	<p>Item Name: Final Master Plan</p>
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BACKGROUND

At the March 12, 2026 Parks Committee meeting, Jillian and Zoe from Widseth presented the Master Parks Plan. Since that meeting, Widseth has taken the committee’s final comments and drafted a final plan.

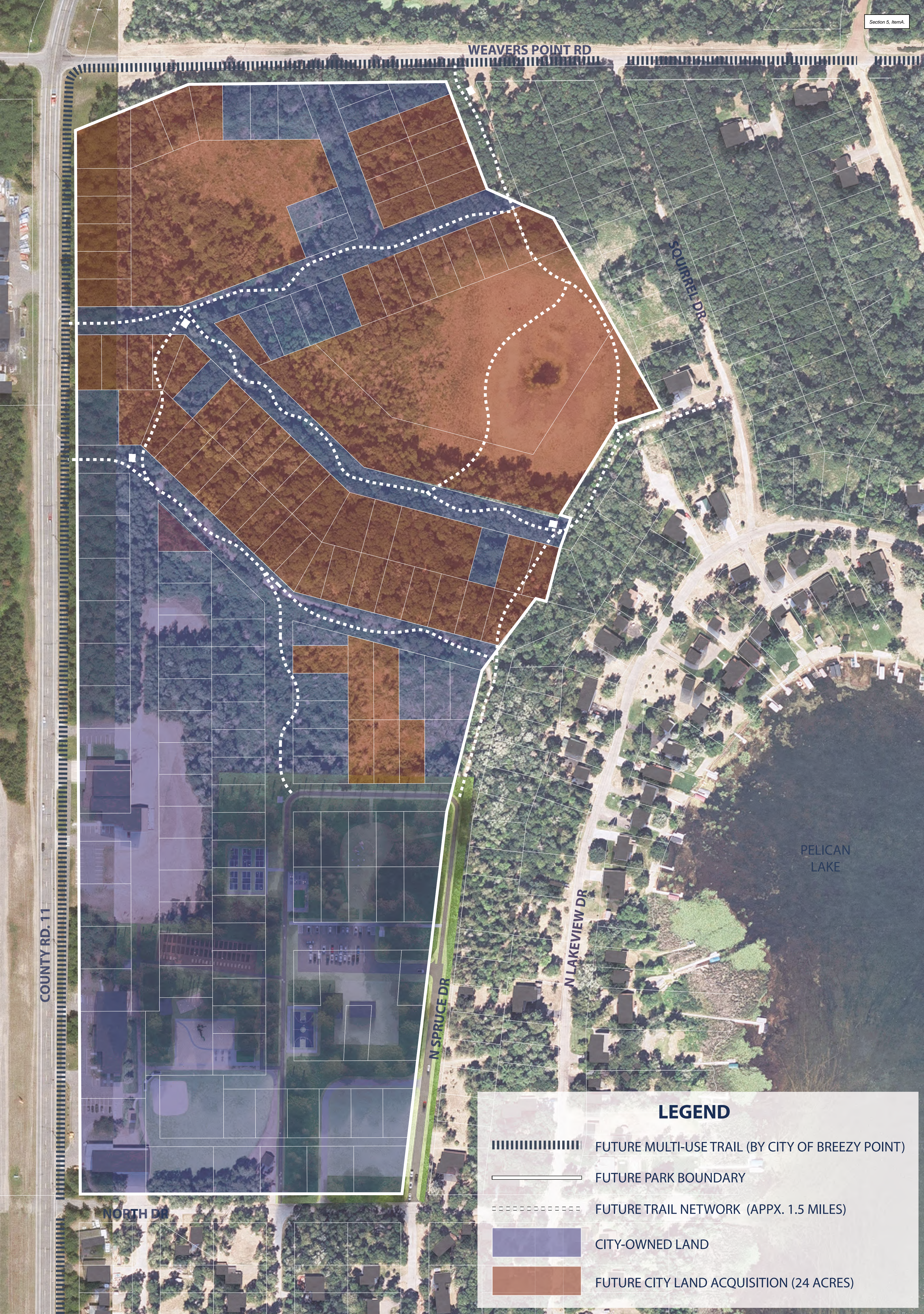
OVERVIEW

A general note on the final site plan; the intention of this plan is to show the public the final, fully-realized park design with all improvements shown. To help tie in the project phasing, the letter labels were broken out by phase and gave any amenity/area not being updated as part of the master plan a generic label.

Below are some of the changes made since the draft concept:

- Move letter kiosk to the newly identified space.
- Relabel: “Existing Shed / Future Park Structure.”
- Move basketball court to its existing location. Keep the future location labeled.
- Relabel “Boat Storage” as “Overflow Boat Parking.”
- Update phases:
 - Phase 1 includes the pickleball court and removal of the existing ballfield, shed, and court.
 - Phase 2 includes the sledding hill.
- Identify trails/connections in Phase 1.
- Label Phases 1 and 2 on the plan. Show Phases 3 and 4 as “Future Phases” to avoid prioritizing one over the other. If property is acquired, Phase 4 would likely occur before Phase 3.

Attachment A includes the final Master Plan for presentation to the City Council on June 1 at 6:30 p.m.



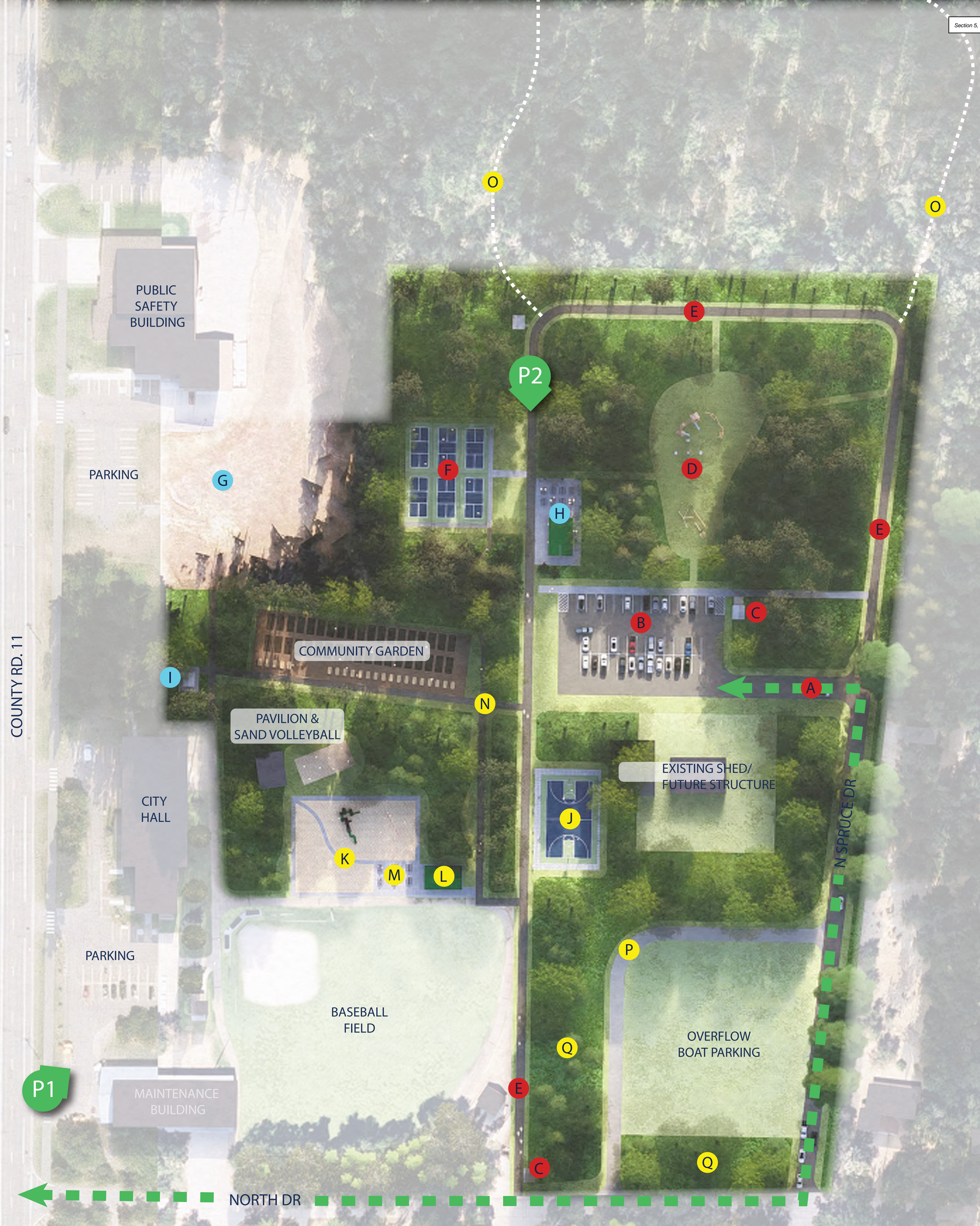
LEGEND

-  FUTURE MULTI-USE TRAIL (BY CITY OF BREEZY POINT)
-  FUTURE PARK BOUNDARY
-  FUTURE TRAIL NETWORK (APPX. 1.5 MILES)
-  CITY-OWNED LAND
-  FUTURE CITY LAND ACQUISITION (24 ACRES)

BREEZY POINT PARK MASTERPLAN - OVERVIEW

BREEZY POINT, MINNESOTA

WIDSETH



PARK MASTER PLAN LEGEND

- | | | |
|---|--|---|
| ● PHASE 1 | ● WALKING TRAIL | ● RELOCATED PAVILION |
| ● PHASE 2 | ● PICKLE BALL COURTS (6) | ● PICNIC AREA |
| ● FUTURE PHASE | ● SLEDDING HILL | ● IMPROVED SIDEWALK CONNECTIONS |
| ● A PARK MAIN ENTRANCE | ● H PAVILION & RESTROOM | ● O SOFT SURFACE TRAIL |
| ● B PARKING LOT | ● I TRAILHEAD KIOSK | ● P ACCESS ROAD |
| ● C TRAILHEAD KIOSK | ● J BASKETBALL COURT LOCATION (FUTURE PHASE) | ● Q TREE BUFFER |
| ● D NATURE PLAYGROUND | ● K PLAYGROUND & ADA UPDATES | ■ VEHICULAR TRAFFIC FLOW PATTERN |

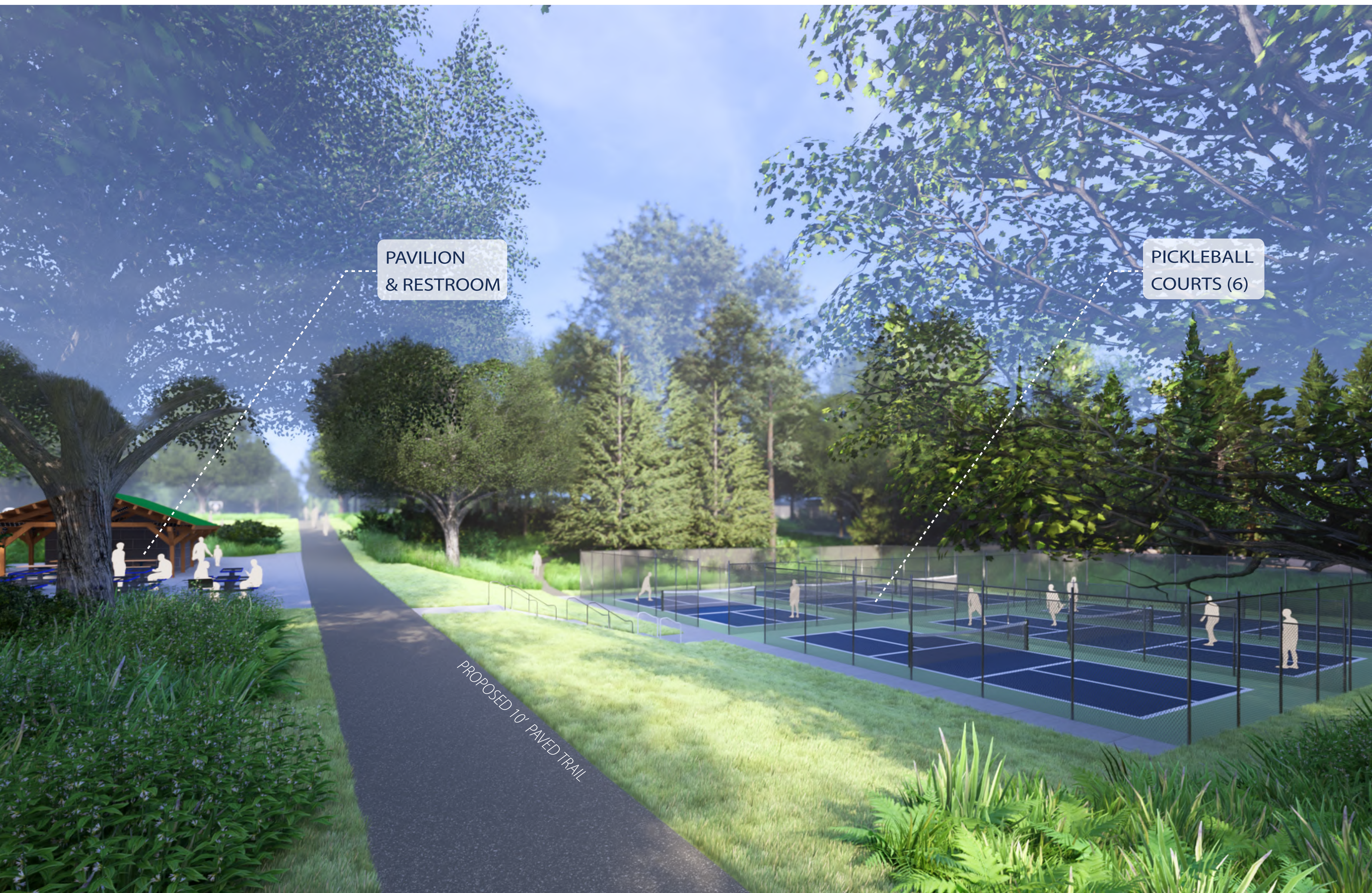
BREEZY POINT PARK MASTERPLAN - SITE PLAN

BREEZY POINT, MINNESOTA

WIDSETH



P1 BIRDS-EYE VIEW | FULL MASTERPLAN BUILD-OUT (PHASE 1, 2 & FUTURE PHASES)



P2 VIEW LOOKING SOUTH | FULL MASTERPLAN BUILD-OUT (PHASE 1, 2 & FUTURE PHASES)

COUNTY RD. 11

N SPRUCE DR

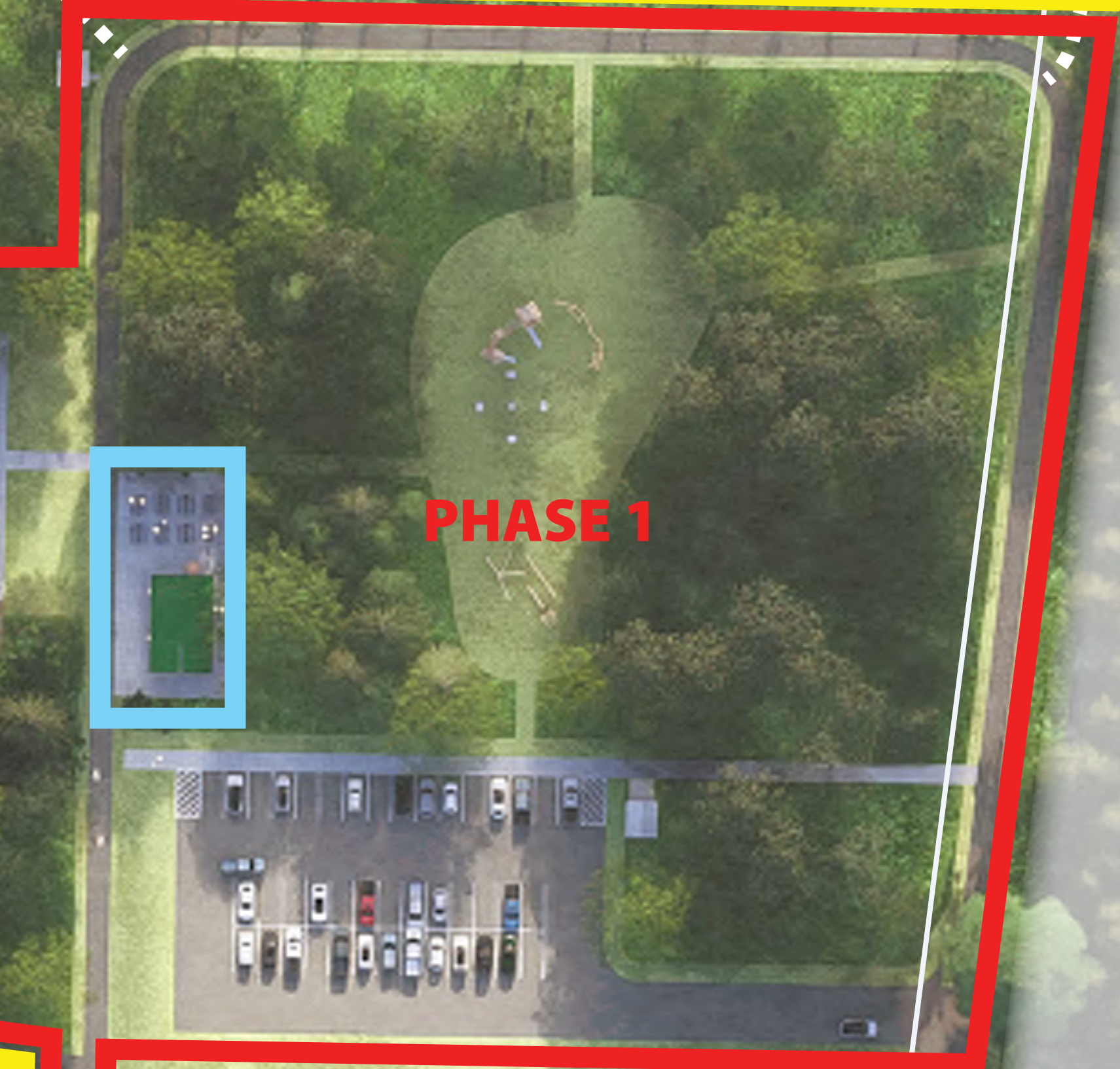
NORTH DR

FUTURE MULTI-USE TRAIL
BY CITY OF BREEZY POINT

CITY OWNED PROPERTY /
CURRENT PARK BOUNDARY



PHASE 2



PHASE 1



FUTURE PHASES

LEGEND

- PHASE 1 - MAIN ENTRANCE & PARKING LOT, NATURE PLAYGROUND, 10' PAVED TRAIL, PICKLE BALL COURT, ADA ACCESSIBLE WALKWAYS
- PHASE 2 - PAVILION & RESTROOM, SLEDDING HILL, SECONDARY ENTRANCE & KIOSK
- FUTURE PHASES - ADA PLAYGROUND IMPROVEMENTS, RELOCATE BASKETBALL COURT, UPGRADES TO OVERFLOW BOAT PARKING, SOFT SURFACE TRAILS

BREEZY POINT PARK MASTERPLAN - PHASING PLAN

BREEZY POINT, MINNESOTA

WIDSETH



PARK AND RECREATION MEETING

AGENDA ITEM

Section 6, Item A.

Prepared By: <i>Joe Zierden, Public Works Director</i>	Meeting Date: <i>5/14/2026</i>	Item Name: <i>2026 Project Update</i>
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BACKGROUND/DISCUSSION

- Budget of **\$30,000** for 2026 Projects
- Two loads of playground mulch (220 yards) added in first week of May cost approximately **\$2,600**
- Paving to community garden entrances estimated at **\$8,000**
- Ballfield Red Ball Diamond Aggregate **\$2,000**
- New signage for official ordinances and QR code donation signs estimated cost **\$4,000 - \$6,000**
- Current Estimated Total Expenditures = **\$16,600 - \$18,600**



City of Breezy Point

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