

## **PARK COMMISSION MEETING AGENDA**



**Monday, February 27<sup>th</sup>, 2023**  
**5:00 p.m.**  
**City Hall**

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- 1. Call Meeting to Order**
- 2. Introduction of new members**  
**David Kennedy**
- 3. Consider Agenda**
- 4. Approval of October Park Commission Meeting Minutes**
- 5. Minnesota DNR Grant Update**
- 6. Holiday Decorations Recap**
- 7. Splash Pad Update**
- 8. Santa's Bobbin Recap**
- 9. General Parks Updates**
- 10. Next Meeting – March 27<sup>th</sup>, 2023**
- 11. Other Business**
- 12. Adjournment**

**PEQUOT LAKES PARK COMMISSION MINUTES  
MONDAY, OCTOBER 24, 2022  
CITY HALL**

Members Present: Commissioners Boucher, Clement, Lind, Melby and Moeller

Members Absent: Chair Johnson, Commissioner Churack

Also Present: Angie Duus, City Clerk/Treasurer; Nick Roy, Lead Maintenance;  
and Cheri Seils, Council Liaison

1. Call Meeting to Order

Commissioner Melby called the meeting to order at 5:00 p.m.

2. Consider Agenda

**COMMISSIONER CLEMENT MOVED TO APPROVE THE AGENDA AS PRESENTED. COMMISSIONER LIND SECONDED THE MOTION. MOTION CARRIED 5-0.**

3. Park Commission Minutes

**COMMISSIONER LIND MOVED TO APPROVE THE SEPTEMBER 8, 2022; PARK COMMISSION MINUTES AS PRESENTED. COMMISSIONER CLEMENT SECONDED THE MOTION. MOTION CARRIED 5-0.**

4. Holiday Decorations Update

Angie Duus informed the Commission that Matt Lottman volunteered to help decorate Trailside park with Christmas lights and he has several volunteers to help as well. Nick Roy said they will light the Mayors Christmas tree the night of the Santa Bobbin Parade. Ms. Duus informed the Commission there is \$2,900 left in the budget for Christmas lights.

5. Splash Pad Update

Nick Roy gave an update on the equipment at the splashpad. He said there are eight pop ups and a few that shoot in a direction. He stated that we are still waiting on parts and the cabinet that covers up the plumbing.

6. Santa's Bobbin into Town Float

Nick Roy stated last year the Commission borrowed a generator for the parade and there was talk about buying one. Discussion ensued about if it is worth buying a generator and the consensus was that it would not get used enough.

Discussion ensued about a tree for the float. Commission consensus was to move the November meeting to December 8<sup>th</sup> at 6:00 pm to decorate the float. Commissioner Melby stated he has the trailer for the float and the truck if the weather is good. Commissioner Lind said his truck can be used as a back up if the weather is bad and he volunteered his generator for the float. Mr. Roy asked if they wanted two benches and pots again and the commission agreed. Discussion ensued about the carolers being on the float again. Ms. Duus said there is a note that they volunteered to do it again and Jeanne Haurum has made hats and scarves for the participants. The Commission confirmed the decorating will be on December 8<sup>th</sup>, 2022 at 5:00 pm.

7. General Parks Updates

Nick Roy informed the Commission that everything is winterized. Discussion ensued about the dog park about holes and the lack of grass. Mr. Roy stated it is hard to keep up on the maintenance with the amount of use the park sees.

Ms. Duus stated Todd Knutson sent an email stated he still intends on having students create a sign that says "Next Beanhole Days" with a place for a changeable date. Mr. Knutson's email also stated he spoke with Art Club students about Art in the Park and those interested in doing a painting are currently working on designs with the intent to replace them in the spring.

Ms. Duus presented a potential poster or flyer that could be used for Bands in the Park for advertising. Ms. Duus asked if they would like to budget for the flyer and the Commission asked for costs for the flyer and discussed where they could place the flyers.

Discussion ensued about the walking path down to Sibley. Discussion ensued that the steps have been removed. Discussion ensued about making it handicap accessible and it was discussed to put it the budget. Ms. Duus informed the Commission that the Council approved to give them \$20,000 of the ARPA funds and the commission discussed potentially using that for Sibley. Ms. Duus explained the ARPA funds were money granted to the City because of Covid.

Mr. Roy stated the Paul Bunyan chair is up and done. He said it is set and bolted to the concrete.

8. Park Commission Members Term Expirations

Commissioner Melby said his term is up and he will not be applying again. Commissioner Moeller stated he will not be reapplying. Ms. Duus stated that Kent Johnson will be resigning as he cannot get to the meetings at five.

Discussion ensued that the Mayor could appoint someone at the next Council meeting to replace Mr. Johnson since he has resigned.

9. Next meeting – November 28, 2022

Commissioner Melby reminded them that the next meeting would be for decorating on December 8<sup>th</sup>, 2022.

10. Other Business

Mr. Roy stated that the parking lot should be blocked off somewhat once the splash pad opens next spring so trucks cannot get in there. Discussion ensued about the test section on Patriot.

10. Adjournment

There being no further business. **COMISSIONER MOELLER MOVED TO ADJOURN THE MEETING. COMISSIONER LIND SECONDED THE MOTION. THE MOTION CARRIED 7-0.**

The meeting adjourned at 5:32 p.m.

Respectfully Submitted,

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Angie Duus  
City Clerk/Treasurer

# OUTDOOR RECREATION GRANT PROGRAM

## 2023 PROGRAM MANUAL



## **ELIGIBLE APPLICANTS**

Cities, counties, and townships.

Note: The applicant must be the current or intended owner and manager of the property to be acquired or developed. Multi-organization collaboration is not required for this program.

## **ELIGIBLE PROJECTS**

- Acquisition of land for future development of outdoor recreation facilities. Before the close of the grant, there must be public access, including parking and funding acknowledgement signs. Recreation facilities must be developed within three years of the date of acquisition.
- Development, redevelopment, or rehabilitation of outdoor recreation facilities on land owned by the applicant. Ownership must be fee title or permanent easement.
- A combination of land acquisition and development, redevelopment, or rehabilitation of outdoor recreation facilities.

## **ELIGIBLE RECREATION FACILITIES**

One or more of the following major recreation facilities must be included in a proposed project:

- Boat/Canoe Access Sites
- Campgrounds
- Fishing Piers/Shore Fishing Areas
- Skating Rinks/Parks
- Nature Study/Observation Areas
- Picnic Shelters
- Playgrounds, including nature playgrounds
- Sports Fields and Courts
- Swimming Beaches and Outdoor Pools
- Splash Pads
- Trails (non-motorized internal park trails)

It is our expectation that all existing and proposed facilities have accessible walkways to them. Please account for this in your project/budget.

## **ELIGIBLE RECREATION SUPPORT FACILITIES**

The following support facilities are also eligible for funding as part of a grant application that contains at least one facility from the eligible recreation facilities list above.

- Change houses, **restrooms**, shower buildings and warming houses
- Fencing, lighting and signs
- Landscaping and natural area restoration
- Park roads and **parking areas** (may not exceed 40% of the total project cost)
- Fixed park furnishings such as benches, drinking fountains, grills, picnic tables, trash receptacles and fire pits
- Walkways or accessible routes that connect one facility to another

## **INELIGIBLE FACILITIES AND EXPENSES**

Ineligible facilities or expenses are items that may not be funded by the grant or included as part of the local match requirement. The following list includes common types of ineligible facilities. A determination of eligibility will be made by the DNR.

- Construction of any facility on land not owned by the applicant/grant recipient
- Acquisition of land already in public ownership
- Any expenditure that occurs outside the dates of the grant contract
- Facilities not available for general public use
- Administrative expenses such as indirect costs, contingency allowances, archeological surveys, and legal fees
- Design and engineering fees in excess of 10% of the total construction cost
- Construction of indoor recreational facilities (i.e., ice arenas, enclosed swimming pools, etc.), concession-only buildings, press boxes, golf courses, shooting ranges and motorized trails
- Decorative fountains, statues, and plaques
- Non-permanent skate park ramps
- Sewer to individual campsites
- Historic signage

