

Crosslake Park, Recreation, and Library Commission Minutes

Wednesday December 20, 2023

Crosslake Community Center 2:00pm

Present: Chair Joe Albrecht, Heather Jones, Peter Graves, Ann Schrupp, Mary Jo Fritsvold, Parks and Recreation Director TJ Graumann

Not in attendance: Kera Porter

- I. Meeting was called to order at 2:00pm
- II. Approval of Agenda  
**Motion to approve agenda.**  
**Peter/Ann Favor: All Opposed: None**
- III. Approval of Minutes  
**Motion to approve minutes of October 25, 2023 meeting.**  
**Ann/Mary Favor: All Opposed: None**
- IV. Old Business - None
- V. New Business
  - A) Park Planning Session – Jim, a landscape architect with Bolton and Menk, joined the meeting via zoom. There is a process they are working on for the park project, which includes reviewing the scope, data gathering, developing a design, and a finalized design and cost estimate. They expect to have an initial design concept by the end of January. By late February we should be able to see a refined design and cost estimates. We should be able to bring the plan to the March City Council meeting. There was much discussion about park needs, including the two main amenities we are looking at, a hockey rink and additional pickle ball courts. The pickleball group is starting to fundraise in hopes of getting new courts for 2025. The ability to add water to the dog park was also mentioned. We were shown a couple concept ideas of how the park would look with the additional courts, hockey rink, and warming house. Additionally, we will need to plan for additional parking.  
We discussed the need for a multi-use warming house that could be used year-round for various activities. The need for adequate lighting for the courts and rink was brought up. Other topics discussed were a skating ribbon, a skating plaza/entrance to rink, use of hockey rink in the summer while keeping it made specifically for an ice rink. Jim will coordinate the scheduling with TJ and come back to the commission at our next meeting.
  - B) Pickleball
    - a. Play on Basketball court – lines will be added, and a schedule will be made.
    - b. Court Expansion – As discussed in the park planning session, fundraising is starting with a goal of additional courts in 2025.

- C) Library Coffee Mugs – There was a shipment of coffee mugs that was delivered in error and distributed to volunteers before the error was caught, mugs were retrieved from volunteers and returned. After this incident there was discussion about ordering mugs as a gift for volunteers and to sell to the public.

**Motion to order a sufficient amount of coffee mugs with the library logo for volunteers and sale to the public.**

**Heather/Peter**

**Favor: All**

**Opposed: None**

- D) Community Center and Library Sign – TJ shared the options and quotes he received from Upland Advertising. After discussion it was decided that TJ would get additional quotes for the sign.

- E) South Bay Park – PAL had a discussion at their meeting about a dock at South Bay Park. There is concern that it would become a bathroom stop and boat pick up for parties on the sunken island. We discussed that the park is for public use, however, do not want it to be used only for boat pick ups taking away parking for people wanting to enjoy the park.

**Motion to remove the dock from phase 2 of the South Bay Park management plan.**

**Ann/Mary Jo**

**Favor: All**

**Opposed: None**

VI) Other Business

A) Staff Report

- i. November and December City Council Directives – The Trout Beach ROW vacation submitted by city staff was denied. Adjacent property owners were directed to submit a use agreement to the city for use of the ROW to access their property.  
Approved TJ's recommendation to increase Donna and all part time staff's wages by \$2/hour.  
Approved to reopen sealed bids for the Polaris Ranger with a minimum bid of \$14,500. (it has since been purchased for \$15,121)  
Approved Green Star's insulation estimate of \$31,600. Funding came from Cap Ex Fund Balance account. The attic insulation went from R-9 to R-50.  
Approved TJ's recommended changes to the fee schedule.  
Approved Jane's retirement notice letter.  
After some discussion, it was the consensus of the council to allow the Crosslake Pickleball Association to start fundraising efforts for (4) additional pickleball courts.  
At a special meeting, the council approved TJ's recommendation to not fill Jane's position and instead advertise for a Program and Facilities Coordinator and a part-time Library Coordinator.
- ii. PAL update
- iii. Pine River Overlook Park Update –PAL has prioritized finishing the roof, epoxying the floor, irrigation, and a path to the river for 2024.

iv. Library Update – The East wall has major water damage from a flaw in the original construction. TJ is working with The League of Minnesota Cities to get the damage fixed.

B) Comments from the commission – Heather mentioned the idea of using a city sales tax to fund parks projects. There was a consensus of the commission to pursue the idea of a sales tax to cover future park needs and expansion.

Joe nominated TJ for the Horizon Award. He did not receive the award, due to not being an active member of the organization. Joe read the nomination letter he had sent in, highlighting TJ's many accomplishments.

There was some discussion about current openings on the commission and if anyone on the commission has any thoughts on people that would be a good addition.

C) Pequot Lakes Community Education Update –Joell was not in attendance.

VII) Open Forum – None

VIII) Adjourn at 3:57 PM

**Motion to adjourn.**

**Mary Jo/Peter**

**Favor: All**

**Opposed: None**