

Crosslake Park, Recreation, and Library Commission Minutes
Wednesday, February 25, 2026
Crosslake Community Center 9 a.m.

Present: Peter Graves, Joe Albrecht, Mary Jo Fritsvold, David Rogers, Park and Recreation Director, TJ Graumann, City Council Liaison Mayor Jackson Purfeerst. Heather Jones and Ann Schrupp (both attending via Zoom)

Call to Order:

Meeting called to order at 9:00 a.m. by Peter Graves, at the request of Heather.

Approval of Agenda:

Motion to approve agenda Joe/Mary Jo Favor: All Opposed: None

Approval of February Minutes:

Motion to approve the minutes of the February 25, 2026 meeting

Mary Jo/ Joe Favor: All Opposed: None. Mary Jo noted her last name was misspelled.

Old Business:

Roberts Street Access: Issue has been to minimize traffic and improve safety in the parking area at the Roberts Street Access. Joe noted that it makes sense to post No Parking Signs at the access. This proposal will be reviewed by the Public Safety Committee at their meeting next month. If approved, the committee will determine the extent of restrictions (how far North and South) the signs will extend.

Motion to to accept the Roberts Street access parking restriction proposal

Mary Jo/David Favor. All Opposed: None

Park Master Plan Phase 2 Cost Level Estimate Discussion: Kevin Bartolic from Hy-Tec Construction joined our meeting via Zoom. A general discussion followed focused on how Hy-Tec could support the budgeting, cost level estimating, design, coordination and implementation of Phase 2 of our Park Master Plan.

Gordian Process: Provides public entities with a fair contractor pricing process as an alternative to traditional multiple bid requirements. The Gordian system has pre-established line item prices for each material such as cement, site work, shingles etc. The contract would be through Gordian, not directly through Hy-Tec.

Budget Pricing Approach: For the initial phase, Hy-Tec will develop budget pricing using their own estimates before using the Gordian system. They will provide Low, Medium and High options to help our commission and the City Council make informed decisions. It would also provide us to “Cherry Pick” features from the various levels. Peter emphasized the importance of breaking down cost by specific features ie: warming house/concession stand, outdoor fireplace, specific rink components to allow potential donors to fund specific elements they are passionate about.

Final Pricing: Once we have determined the scope of the project, exact contract pricing will be determined through the Gordian Process. Changes are still allowed. Kevin committed to being able to provide pricing estimates in about 2-3 weeks after all necessary information is determined.

Project Scope & Hy-Tec Capabilities: Hy-Tec is able to serve as general contractor for the entire Phase 2 project. They can coordinate all subcontractors for site work, mechanical, electrical, well drilling, etc. Project components include: ice rink slab, warming house/multi use building/concession stand, pump house, site work and interconnected trails

Engineering Requirements: Kevin recommended involving a civil engineer for site planning, especially for relocating the softball field and specifications for concrete hockey rink. Commission also agreed to include Bolton and Menk, our city engineers, for design specifications.

Timeline Discussion: Jackson suggested our Goal for 2026: Conduct research, develop cost estimates, and prepare for 2027-2028 implementation. The commission will develop low/medium/high cost estimates within the next 2-3 months.

Project Components:

Phase 2A: Softball Field Relocation. Estimated Cost: Approximately \$200,000 (existing bid). Pursue park dedication funds, grants, and other funding sources

Phase 2B: Warming House & Hockey Rink. Components Include: Ice rink with boards (multiple material options: wood, fiberglass, plexiglass, chain link), warming house with potential concession stand, outdoor fireplace, and other amenities.

Financial Planning Strategy:

1. Obtain detailed cost estimates for both phases
- 2: Determine city's financial pledge (considering infrastructure needs and 5-7 year road plan)
- 3: Use city commitment as "seed money" to attract grants and donors
- 4: Target 50% or more of funding from grants, Hockey Association, and individual donors

Council Perspective:

Jackson confirmed the Council is excited about Phase 2. Infrastructure improvements remain the top priority (roads, sewer plant capacity issues). Park dedication and capital fund balances can serve as seed money.

New Business:

Lot Split Request by Sposito:

Motion to accept cash in lieu of land Joe/Mary Jo Favor: All Opposed: None

Cold Storage Building: TJ has received 3 estimates to construct a 32' x 56' x 14' cold storage building. Funding budget: \$50,000 grant secured, \$25,000 budgeted by city. **Motion to recommend the city council accept the Kapsner Construction bid of \$61,650 for cold storage building construction. David/Joe Favor: All Opposed: None**

Other Business: Updates

January Council Actions: No action items were presented. TJ updated them on the 103 Trail Connection recommendation, Trail Projects Update, Crow Wing County Timber Sale

Trail Feasibility Plan: The Project Steering Committee met on February 4 to review Input ID data.
- Draft CIP/Report – March 2026, Public Open House – May 2026, - Final Report to Council – June 2026

CSAH 3 Trail Extension (HSIP) We are working with Wiseth and the County on the preliminary engineering plan, which will be submitted to the Corps of Engineers for review. The project remains on track for a spring 2027 construction timeline.

Crow Wing County Timber Sale: CW County will harvest trees per their 50-year management plan. Virgin white pines will NOT be touched. Timeline: Spring/early summer 2026. We will reach out to county to ensure proper neighbor notification (5 properties to avoid complaints).

Brainerd Lakes Area Vulnerable Users Plan: Bolton & Menk will lead this project. We look forward to partnering with 12 neighboring communities to make travel safer for vulnerable users throughout the Brainerd Lakes Area, pedestrians and cyclists.

Park & Rec Program Updates:

- Baseball Registrations are now open through March 30
- Evening Silver Sneakers Yoga will start in April
- We plan to host an Easter Egg Hunt in April. We plan to 'hide' over 400 eggs. Action Item: TJ will reach out to Lions Club about potential collaboration (unclear if Lions Club is hosting their own event this year)
- WinterFest: On Friday, February 6, we hosted WinterFest at the Community Park. Patrons enjoyed sledding, skating, roasting s'mores over bonfires, chili and hot dogs, a Chuck-a-Puck event, and more.

Comments from Commission: Peter reminded the commission that the Dog Park has been in operation for 7-8 years and the dog park shelter needs to be stained. The City will provide the stain and the commission will coordinate volunteers to perform the work.

Community School Update (Heidi O'Brien)

Town Square event: attendance and revenue slightly down compared to previous year
Spaghetti dinner raised almost \$4,000 despite lower attendance than previous years. Play date scheduled: Sunday, March 8, 2026.

Future Meeting Location Change:

Future meetings will be held at City Hall starting next month. City Hall has proper audio equipment, better recording capabilities, and reliable technical setup.

Next Meeting: March 25, 2026 at City Hall at 9:00 AM

The meeting was adjourned at 9:43 a.m. **Joe/Mary Jo** Favor: **All** Opposed: **None**

Respectfully submitted by Ann Schrupp