

# **BEMIDJI PARKS AND RECREATION COMMISSION MEETING AGENDA**

Tuesday, September 9, 2025

**Carnegie Library  
426 Bemidji Avenue N  
4:30 PM**



- 1) CALL MEETING TO ORDER**
- 2) AMENDMENTS TO THE AGENDA**
- 3) APPROVAL OF MINUTES**
  - a) Approval of Minutes from August 26, 2025
- 4) PUBLIC COMMENTS/AGENDA ITEMS**

(Comments limited to Agenda items only and a 3- minute maximum per speaker; 15-minute maximum per meeting regarding groups).
- 5) FUTURE FOR PARKS AND TRAILS**
  - b) Parks and Trails moving forward
- 6) COMMISSIONER UPDATES**
- 7) PARKS AND TRAILS UPDATES**
  - c) Parks and trails updates
- 8) ADJOURN**
- 9) NEXT MEETING**

**MINUTES**  
**PARKS & RECREATION COMMISSION MEETING**  
**August 26<sup>th</sup>, 2025**

**MEMBERS PRESENT:** Kristine Bommersbach, Mike Cronin, Bethany Wesley, Tom Anderson

**MEMBERS ABSENT:** Vicky Beckmann, Tim Faver

**COUNCIL AND BOARD REPRESENTATIVE:** Gwenia Fiskevold Gould

**CITY STAFF AND OTHERS:** Marcia Larson, Emma Realing, Scott Schroeder

**CALLED TO ORDER:** Bethany Wesley called the meeting to order at 4:33 p.m.

**AMENDMENTS TO THE AGENDA:**

**Motion by Cronin, seconded by Bommersbach to approve the agenda as presented. Motion carried.**

**APPROVAL OF June 11<sup>th</sup>, 2025 MEETING MINUTES:**

**Motion by Bommersbach, seconded by Cronin to approve the June 11<sup>th</sup>, 2025 Meeting Minutes.**

**PUBLIC COMMENT –**

No public present to address the commission

**DEPARTMENT SPLIT: Background & Discussion**

- Effective July 2, the Parks and Recreation departments have split:
  - Scott Schroeder oversees parks/trails
  - Marcia Larson oversees recreation
- Wesley read an email from Rich outlining the split, citing the need for fiscal efficiency, improved cost tracking, and a sustainable model in response to rising recreation costs (2020–2025).
- Rich’s email also emphasized the Commission’s ongoing role as a public input provider.
- Discussion included:
  - Lack of staff communication before the split
  - Impact on staff morale and sustainability
  - Concerns on timing, planning, and budget accuracy
  - Jamie's resignation and challenges in maintaining programs with limited staff
- Discussion of Rich’s absence

## **FINANCIAL & STRATEGIC CONSIDERATIONS**

- Revenue goals remain a challenge; indirect costs and tiered pricing structures were discussed.
- Fiskevold Gould recommended presenting the strategic plan to the commission.
- Commissioners and staff agreed on the need for clearer direction and emphasized the importance of aligning goals with community needs.
- Suggestion by Wesley: split future agendas between parks/trails and recreation for focused discussions.

## **COMMISSION RESIGNATION & NEXT STEPS**

- The commission discussed Commissioner Heinonen's resignation.
- Emphasis placed on improving communication and support from city staff.
- Updates provided on ongoing projects and budgeting priorities.
- Budget review planned for upcoming meetings.

**Motion by Anderson, seconded by Cronin to accept the resignation of Don Heinonen from the Commission. Motion carried.**

## **PARKS AND TRAILS UPDATE**

- Scott Schroeder discussed a county initiative to distribute 40,000 trees and the importance of proper placement (e.g., avoiding power lines).
- Need for effective public communication emphasized.
- Cameron not ADA accessible and is being fixed.

## **RECREATION UPDATE**

**Motion by Anderson, seconded by Cronin to table the Recreation Cost Recovery Policy and Youth Recreation Scholarships for a future meeting. Motion Carried.**

## **COMMISSIONER UPDATES**

- Cronin expressed concerns about the new trail extension from Division to Jefferson, focusing on connectivity and access near the lift station and roundabout.
- ◦ Schroeder confirmed the bi-directional design and plans for future connection improvements.
- • Anderson and Schroeder discussed local hotel redevelopment, including historical use, solar panels, and jet ski access, emphasizing the need to promote local amenities and improve trail connectivity.

## **ADJOURNMENT**

- Motion to adjourn by Cronin, seconded by Anderson. Motion carried.
- **Meeting adjourned at 6:04 p.m.**

- **Next Meeting:** September 9, 2025

**Respectfully submitted,**

Emma Realing  
Outreach Coordinator

## Future for Parks and Trails

### Projected 2026 Budget:

- ❖ Parks and Trails
  - \$1,350,00.00

### Parks and Trails Priorities:

- ❖ Maintenance- In the past several years there has been great success on developing the City's Parks and Trails. There currently is a demand to ramp up the efforts towards the maintenance of those developed areas.
  - Seal Coating Trails -\$25,000
  - Garbage receptacles- \$20,000+
  - Tennis Court resurfacing- \$28,000
  - Basketball resurfacing- \$15,000+
  - Ballfield releveling and maintenance- \$30,000
  - Fence on 197, \$10,000+

#### Facilities

- TIC, ADA entrance- \$7,500
- Pavilions, \$15,000+
- Playgrounds, \$10,000+
- Irrigation, \$20,000+
- Landscape planter, \$15,000+
- Beaches (sand), \$7,500+

### Projects addressed per the Strategic Plan:

- ❖ Adding staff
- ❖ Trail Grant
- ❖ Shade structure's
- ❖ Focused efforts on improving trails and intersections

# PARKS AND RECREATION COMMISSION AGENDA ITEM



**Meeting Date:** September 9, 2025  
**Action Requested:**  
**Prepared By:** Presented by & Title

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**Background:**

**Recommendation:**

## Parks and Trails updates

Parks-

Trails-

Grants-

- Previously discussed the City applying for two DNR grant. We have been notified the City can only apply for one grant
- The ReLeaf Grant will fund a tree inventory, 5-year management plan, tree ordinance review with a tree manual and stump removal. Along with the planting of 250 trees within the parks, right of way and greenspaces.

Council Agenda Items- 9/15/2025

- City wide tree trimming/pruning approval
- DNR Grant approval