

**PARK & TREE BOARD
PAYNESVILLE CITY HALL CONFERENCE ROOM
OCTOBER 2, 2014
12:00 NOON**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- IV. NEW BUSINESS
 - A. Disc Golf Course (page 5)
- IV. OLD BUSINESS
 - A. Skate Park (page 8A)
 - B. Veterans Park Reservation Cancellation Policy (page 28)
 - C. Ampe Park & Soccer Fields
 - D. Gazebo Park & Splash Pad
 - E. Community Park & Shelter
 - F. Dog Park
 - G. Veterans Park & Beach (page 31)
 - 1. Boat Landing
 - H. Baseball Grandstand/Stadium
- V. INFORMATIONAL
- VI. ADJOURN

Please contact Ron Mergen at 320-243-3714 ext. 230 or at ron@paynesvillemn.com if you can't attend the meeting.

Board Members: John Wimmer, Len Gilmore, Nancy Ellis, Christine Schlangen, Matt Dickhausen, Neil Herzberg, and Kay McDaniel.

Advisory Members: Ron Mergen, Lee Schleper, and Renee Eckerly.

This agenda has been prepared to provide information regarding an upcoming meeting of the Paynesville Park & Tree Board. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Paynesville Park & Tree Board meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early, so necessary arrangements can be made.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Park & Tree Board

Committee/Council Meeting Date: October 2, 2014

Agenda Section: Consent

Originating Department: Administration

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the minutes of the April 3 and July 10, 2014 Special Park & Tree Board meetings.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to approve the minutes of the April 3 and July 10, 2014 Special Park & Tree Board meetings.

**MINUTES
SPECIAL PARK & TREE BOARD MEETING**

JULY 10, 2014

The meeting was called to order by Chairperson, Matt Dickhausen at 12:00 p.m. Members present were Kay McDaniel, John Wimmer, and Neil Herzberg. Nancy Ellis, Christy Schlangen, Renee Eckerly, City Administrator; and Len Gilmore were absent. Advisory Members present were Ron Mergen, Public Works Director and Lee Schleper.

Motion was made by McDaniel to approve the minutes of the June 5, 2014 Park & Tree Board meeting with one correction that Nancy Ellis was absent. Seconded by Herzberg and unanimously carried.

DECOMMISSIONING OF BI CENTENNIAL PARK

Members reviewed the letter from Mark Hislop noting the point that the Centennial Park is no longer along the main traffic route and could be relocated. A rest stop or shelter along the highway and trail would be beneficial to the community. It was noted that the Ad Hoc Enhancement Committee will be reviewing this also, but if constructed it would be the Parks Department responsibility for maintenance and repair.

OLD RAFT

After a short discussion,

Motion was made by Wimmer to sell the old raft as surplus property and recommend such to the City Council. Seconded by McDaniel and unanimously carried.

PARK RESERVATION/CANCELLATION POLICY

There was no action taken.

PROPERTY FOR SALE

Board members toured the beach, park area, and the parcel that is for sale and noted the following:

- It is not a good location for a fishing pier
- The lot is only 60' wide
- The lot has a sale pending
- Members suggested waiting for a parcel on either side of the beach

There being no further business, the meeting was adjourned at 12:40 p.m.

**MINUTES
PARK & TREE BOARD MEETING**

APRIL 3, 2014

The meeting was called to order by Chairperson, Matt Dickhausen at 12:00 p.m. Members present were Kay McDaniel, John Wimmer, and Neil Herzberg. Advisory Members present were Ron Mergen, Public Works Director; Renee Eckerly, City Administrator; and Lee Schleper. Christy Schlangen, Lee Gilmore, and Nancy Ellis were absent.

Motion was made by McDaniel to approve the minutes of the February 13, 2014 Park & Tree Board Meeting. Seconded by Herzberg and unanimously carried.

GIRL SCOUT LETTER

A letter was reviewed. The scout noted she would like to see more toddler equipment at the playgrounds. A response letter will be sent.

SKATE PARK LETTER

A letter requesting a skate park was reviewed noting that there is no good place to ride. Members discussed this and suggested a response letter asking them to draft a concept proposal and asking if they can assist in funding.

AMPE PARK SOCCER FIELD

Information concerning the Chain of Lakes Soccer was discussed noting that they will likely not receive the \$6,000.00 the organization committed to the City for the sprinkler system. It was noted that the cost for the system was approved by the Council and the traveling gun has been delivered.

SPLASH PAD

Samples of signage were reviewed and a few additions were suggested. A cost for the sidewalk around the splash pad and over to the restrooms was presented. It is for a 5' walk from the restrooms to the splash pad and a 10' area around the pad, with an estimated cost of \$7,875.00. The phase two draft was also presented with the planned expansion just to the north of the existing pad. Members suggested planning accordingly. The Board discussed a donation box with the phase two layout displayed.

Motion was made by Herzberg to approve the sidewalk and pad extension and recommend such to the City Council. Seconded by McDaniel and unanimously carried.

COMMUNITY PARK

Plans were presented for the restroom/shelter with the total estimated cost of approximately \$50,000.00 – 60,000.00. It was suggested to add a storage room and additional stalls in the ladies room and a urinal in the men's room. It was suggested to wrap the 6 x 6 poles with cedar. It was also noted that Mergen will be contacting the County to check if they will contribute any funding.

Motion was made by McDaniel to authorize advertisement for bids and recommend such to the City Council. Seconded by Herzberg and unanimously carried.

RAFT/DOCK

The raft plans and costs were presented to the Board to run the dock from the shore to the raft 90' and a 12 x 16 raft area at an estimated cost of \$18,387.00. This would allow swimmers; and more importantly, the lifeguards' access to the raft. The cost estimate was discounted 10%. Paynesville Township has agreed to pay \$9,000.00 and the Lake Association is also being contacted for a contribution.

Motion was made by McDaniel to approve the purchase of a new raft/dock combination in the amount of \$18,387.00 and recommend such to the City Council. Seconded by Wimmer and unanimously carried.

PARK COMPREHENSIVE PLAN

The Plan was reviewed with several changes and corrections noted.

Motion was made by McDaniel to approve the Park Comprehensive Plan with the noted changes and recommend such to the City Council. Seconded by Wimmer and unanimously carried.

VETERANS PARK

The Veterans Park parking lot assessment and proposed project costs were reviewed.

There being no further business, the meeting was adjourned.

Jennifer Welling

From: Mike Harrington <mike@thediscgolfexperience.com>
Sent: Friday, September 19, 2014 12:48 PM
To: Renee Eckerly; 'Sheri Wegner'
Cc: 'Matt'; Jennifer Welling
Subject: RE: Disc Golf Course Design

Hello Renee,

Disc Golf Courses can require anywhere from ½ acre per hole up to 3 or more acres but that is dependent on a lot of things.

- 1) Who is the course being designed for (I know I read the intent is to have a tournament caliber course . . . but is that the best idea considering you are in a relatively small town removed from major metropolitan areas)? A course that accommodates all skill levels can take up the most land but also provide a good experience for everyone, but you can also just have a course for beginners and casual players on a smaller piece of land with a championship level course requiring more land.
- 2) What kind of topography do you have is it flat, rolling, or very hilly?
- 3) What kind of tree density exists on the course? Is it mildly wooded, moderately wooded, or densely wooded?
- 4) What other obstacles can be used to create challenge and good design besides trees? Are there any streams, rivers, lakes, wetlands etc on the property?

The bottom line is the only way to truly know what kind of course you can have is by looking at all of the land available. My excitement for this project comes from wanting to ensure that a course is designed properly (and is safe and sustainable) with the right goals in mind. I think the most important first step you can do is either decide on a land area to be used . . . or define who you want the course to be designed for and then find the land that accommodates that. I am more than happy to be involved in the process but before I can commit to coming there we would need to discuss the details of a design/consulting agreement. If you have any further questions via email or phone please feel free to ask me. I will do the best I can to help you through this process.

Mike Harrington
The Disc Golf Experience
Email: mike@thediscgolfexperience.com
Phone: 262 894 3404
Website: www.thediscgolfexperience.com
Facebook: www.facebook.com/discgolfx

From: Renee Eckerly [<mailto:Renee@paynesvillemn.com>]
Sent: Monday, September 15, 2014 6:14 PM
To: 'Sheri Wegner'; Mike Harrington
Cc: Matt; Jennifer Welling
Subject: RE: Disc Golf Course Design

Mike,

We will be having a Park & Tree Board meeting on October 2nd at noon. I would like to present the information and discuss with the Park & Tree Board the best location. How much land does a disc golf course need? Is it the same as a golf course? I think that would be an important first question. I greatly appreciate everyone times and the excitement for a new activity is wonderful for Paynesville.

Sincerely,

Renee Eckerly
City Administrator
City of Paynesville
(320) 243-3714 ext. 227
Fax (320) 243-3713

From: Sheri Wegner [<mailto:sheriwegner.chamber@gmail.com>]
Sent: Thursday, September 11, 2014 2:22 PM
To: Mike Harrington
Cc: Renee Eckerly; Matt
Subject: Re: Disc Golf Course Design

Renee are you able to get these answers to Mike about location, size, topography, city's total park usage goal, if there is a current set budget or not. I think I am at the end of my rope of useful information in this project. I am always willing to help however possible, but I think at this point it should be turned over to the City and Matt as the Parks board.

Mike, thank you for all your great communication and I sure hope our great city can create a relationship with you and a great frisbee golf course is home in our community.

Thank you everyone and have a great day. Sheri

On Sep 10, 2014, at 1:22 PM, Mike Harrington <mike@thediscgolffexperience.com> wrote:

Hello Sheri,

Thank you for your response. I apologize for taking a few days to get back to you as I was out of town for the weekend and getting caught back up the last few days.

I would need to know a little bit about the park in question, the amount of land available, what kind of land is it on (flat or hilly, prairie, lightly, or heavily wooded, is there water on the property, etc etc etc). You could very easily direct me to the park on google maps for me to get a good overhead view of the area in question but any specific notes like that in advance would help. How many acres are available and if this project does get developed, how much land would be available for disc golf use? Would this still be a multi-use park with other activities or are you looking to only provide championship level disc golf?

I am open to a discussion about any and all of these questions, so whoever would have the most information for me would be the person who should contact me. I am happy to give you some over the phone advice and analysis of the park and project before moving forward in an agreement for course design. Since I am in SE WI an initial consultation over the phone would be a good way to start the process to feel out the project, budget, land use, etc. and see if this would be a good fit for me in your project.

I am available most days by phone (262) 894-3404 between 9:00 AM-2:00 PM but I run 4 disc golf leagues in the evenings and am less accessible during later afternoon hours.

I look forward to hearing from you.

Mike Harrington
The Disc Golf Experience
Email: mike@thediscgolfexperience.com
Phone: 262 894 3404
Website: www.thediscgolfexperience.com
Facebook: www.facebook.com/discgolfx

Mike Harrington
The Disc Golf Experience
Email: mike@thediscgolfexperience.com
Phone: 262 894 3404
Website: www.thediscgolfexperience.com
Facebook: www.facebook.com/discgolfx

From: Sheri Wegner [<mailto:sheriwegner.chamber@gmail.com>]
Sent: Friday, September 05, 2014 4:49 PM
To: Mike Harrington
Cc: Renee Eckerly; Matt
Subject: Re: Disc Golf Course Design

Mike thanks for your time getting back to me today. Our city owns land and has some resources for a "new park" project for 2015. I suggested the new park be a frisbee golf park, but not just for community use, but to have it designed correctly so we could have our community included in the MN frisbee golf players list of tournament courses. As a chamber member I am looking for ways to promote our community and provide financial gain for our local economy. This seems like a great fit.

Our council members seems open and receptive and our Parks board is interesting in learning more. Our timing is perfect with working on the plan now so at the being of the year it can be included in the city development plan and moved on in 2015.

You are seriously more educated in this sort of thing than I am, so I am looking to you for your guidance. What would the first step be in working with you on this project?

I am cc-ing our city administrator, Renee, and one of our Parks board members, Matt, to this email, so please when responding do so as a reply all.

Again, I very much appreciate your time in responding and interest in assisting us.

I look forward to hearing back from you. Have a wonderful evening. Sheri Wegner

On Sep 5, 2014, at 4:28 PM, Mike Harrington <mike@thediscgolfexperience.com> wrote:

Hello Sheri,

My name is Mike Harrington and I own a Disc Golf Company called The Disc Golf Experience. I got your contact information from the person who runs our Disc Golf Course Designers Group. I have spent 20 years in the lawn and landscape maintenance industry including 10 years working on golf course maintenance (most of that time was spent at Wayzata Country Club in Wayzata, MN). Since I left the golf course industry I have owned a lawn and landscape company with my wife focused on high end residential maintenance. I have a Horticulture degree from the University of Minnesota and have pretty much spent my entire professional career designing, installing, and maintaining properties. I am trying to take my passion for disc golf (I have played over 700 courses in 30 states in less than 6 years since finding this sport) coupled with my long career in maintenance to promote Sustainable Disc Golf Course Design.

I would love to hear more about your project and to find out if there is anyway you would be interesting in involving me in your project.

Mike Harrington
The Disc Golf Experience
Email: mike@thediscgolffexperience.com
Phone: 262 894 3404
Website: www.thediscgolffexperience.com
Facebook: www.facebook.com/discgolffx

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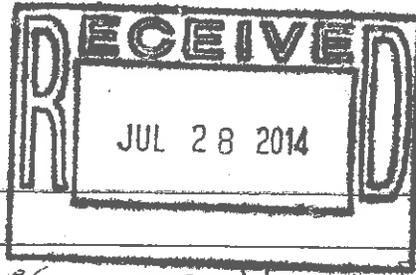


Chamber of Commerce
Paynesville & Area
*Explore Minnesota...
Discover Paynesville!*



Sheri Wegner
2014 Board member
sheriwegner.chamber@gmail.com

*Explore MN and
Discover Paynesville*



A Skate park.

Here lies a pation for a local skate park which allows bicycles, Scooters, and skateboards

The main reason for the skate park would be to entertain and attract more people to the city of Paynesville. The skate park will keep riders from doing tricks in the streets and vandalising public places. For example, The gazebo park has 4 benches that are shredded from riders doing tricks off them and on them, so lets make a skatepark that is made for bikes and to keep people from getting in over.

Thanks you

-petition signers

SA

Petition for local Skatepark Paynesville MN

Bike and
Scooters
allowed

Brandon Daughy

Devin Weber

Cameron Nelson

Shawn Pinsky

Isaac Nelson

Eric Sarguist

Jamie Hynne

~~Brandon Olson~~

Ethan Winsch

Isaac Cole

Tim Eriksen Madison

Jagan Baker

Marcus Skinner

Jeffrey Luke

Todd Wall

Eric Hansen

Jason Hansen

Katelynn Hansen

Cynthia Hansen

Made Kirkof

~~Bob Kirkof~~

Brenda Linde

~~Mike Smith~~

Robert Wilson

Jessica Solum

~~Jan~~

Evanally

~~Tim Olson~~

Taylor Williams

Garrett Bennett

Sam Thompson

Daniel Jones

~~Valley~~

Wendy Wilson

~~Wendy~~

Wendy Warriner

Missy Bell-Warner

Amye Lusk

Jean Lusk II

Michelle Janssen

Celeste Janssen

Chelsea Janssen

Bridgette Benfield

Alan Janssen

Natalie Wunsch

Margaret Cole

Jamelle Suedemier

Tyler Janssen

Leisa Olson

Maria Bahner

Kayla Pinstke

Shelby Cole

Summer Lynn D'Angelo

Roxanne Lehman

Barbara Bahner

Jana Ladd

~~John Dault~~

Director Schietty

Amy Ruffi

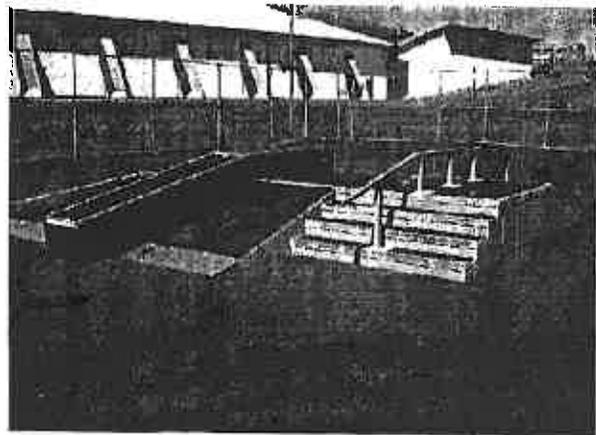
Grady Utch

cc

Skate Park

- Silver Bay:** Tier 1
- Funding:** Grant from the Tony Hawk Foundation.
Fund raising events by committee.
City provided the property. (tennis court)
- Cost:** Approximately \$22,000.00, \$7,000.00 of this amount was for paving.
- Claims:** None

The City feels that this has been an asset and continues to see use even after the original supporters left the area



Glenwood: Tier 1

Funding: High School Youth Group Fund Raisers

Cost: The City was unsure of the cost as they were not involved with the fundraising. The City of Glenwood allowed them to build it within one of the City parks.

Claims: None

No Picture Available

Clara City: Tier 1

Funding: Matching Fund DNR Grant

Cost: \$78,000.00, \$24,000.00 of this amount was for concrete.

Claims: None, however 1 broken arm and 1 cut head have been reported.

Equipment: 4" tall quarter pipe.
Fun box pyramid w/ grind rails.
4" tall deck w/ extended deck.

The City feels that this is an asset and helps to keep the kids occupied. Skateboards and bikes without wheel pegs are allowed.

Starbuck: Tier 1

Funding: Grant for \$31,000.00

Cost: \$32,512.00

Claims: None

The Park is not utilized much.

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TrueRide continues to lead the skatepark industry in quality, durability and skater approval. Since 1962, TrueRide has designed, manufactured and installed hundreds of skate and bike parks across the country and around the world. Combining the latest materials and construction methods with traditional American craftsmanship, TrueRide is dedicated to creating successful municipal skateparks.



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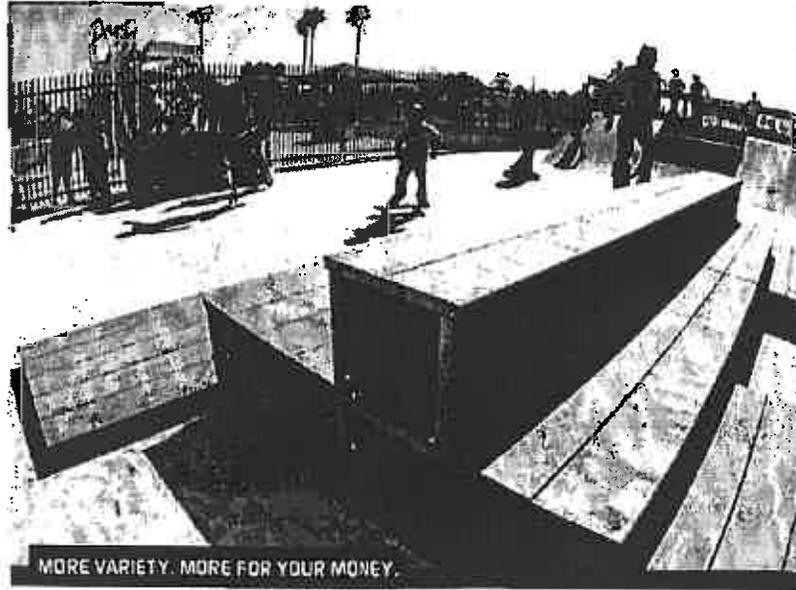


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SITE MAP



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CONNECTING & INNOVATING
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RISK MANAGEMENT INFORMATION
SKATEPARKS
Information & Loss Control Guidelines

This memo offers general information on skateparks, as well as loss control recommendations and requirements for liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT).

Skatepark Definition

A skatepark provides artificially constructed structures for a skater to practice in-line skating and skateboarding. Constructing a skatepark may:

- Reduce conflict between youth and authorities.
- Reduce damage to public and private property.
- Provide a safe place to enjoy the sport.

To ensure skaters will use these facilities, it is important for local governments to work with local skaters in developing a facility and to adopt ordinances that ban skating in places other than the skatepark.

Possible Skatepark Features

Half-pipe Structures

This equipment is shaped like a U and typically ranges from two to ten feet high. A half-pipe purposely does not have a staircase to the platform area so unskilled skaters are deterred from using the structure.

Bowl Structures

Bowls are pilings driven into the ground with clay packed around to form hills and valleys that are covered with concrete or asphalt. They might also be stand-alone fiberglass flume type bowls. A bowl looks like a large empty swimming pool with rounded edges and moguls contained inside.

Street Skating Structures

Equipment such as rails, a "fun box", and the "pyramid", reflect obstacles actually found on the street and are often more interesting to skaters. These structures can rapidly deteriorate with use so it is important to inspect regularly and budget for ongoing maintenance.

This material is provided as general information and is not a substitute for legal advice.
Consult your attorney for advice concerning specific situations.

Skatepark Ownership

Local governments have a number of options regarding the ownership of skateparks, including:

- The city builds the skatepark and operates it as part of its parks and recreation department.
- The city owns the skatepark and an association operates it.
- The city owns the skatepark and an association leases the property and operates it.
- A nonprofit association owns and operates the skatepark on private land.

LMCIT Coverage for Skateparks

LMCIT offers member cities liability coverage for skateboard/inline skating parks. After receiving and considering member input on skatepark policy, LMCIT revised the two-tiered approach for covering these facilities.

Tier 1 Skateparks - Loss Control Guidelines

Tier 1 skateparks have:

- Features 48 inches or less in height;
- Pyramids 6 feet or less in height; or
- Bowls 6 feet or less in depth.

No additional premium is charged for this type of skatepark

LMCIT *requires* the following:

- Skaters wear personal protective equipment such as a helmet, flexible wrist guards or gloves, elbow and knee pads, and proper shoes.
- Facility rules and safety guidelines are posted in a conspicuous location.
- Periodic security inspections are conducted by city personnel (law enforcement, park and recreation supervisor, etc.) to ensure skatepark rules are being observed.
- Any skatepark feature, including pyramids or bowls, that are 48 inches or higher has a safety guardrail on the back or corner to help prevent falls. The guardrail is designed so use as a skatepark feature is discouraged and no entrapment hazards exist.
- Skaters are prohibited from bringing in their own ramps, handrails, or other structures that could be used to perform stunts.
- There is documentation of a formal maintenance program for the skatepark. The frequency of maintenance inspections will depend upon the hours of operation, facility use and park features.
- Maintenance/inspection documentation shows the structural integrity of each feature and the skatepark overall is inspected frequently. All skatepark features are in fixed positions (not portable).
- An accident report is completed by a city employee upon report of any accident or injury occurring at the facility.
- Competitions are restricted to only those sponsoring organizations able to provide separate insurance coverage and a contract holding the city harmless and indemnified.

Learn More

Read more about skateparks in:

[LMCIT Coverage for Skateparks](#)

Your League Resource

When planning a skatepark, please involve your city's LMCIT Loss Control Field Consultant by calling 651-215-4079. If you have any questions about LMCIT coverage for skateparks, please contact your city's underwriter at 651-281-1200 or 800-925-1122.

Tier 2 Skateparks - Loss Control Guidelines

Tier 2 skateparks have:

- Features greater than 48 inches in height;
- Pyramids greater than 6 feet in height; or
- Bowls greater than 6 feet in depth.

Additional premium in the range of \$2,500 to \$7,500 is charged and is based on the size, type and number of features.

LMCIT *requires* all the Tier 1 recommendations as well as the following:

- Fencing and/or other appropriate security measures are in place to control access to the park when it is not in operation.
- Adequate, on-site supervision of the park is present during all park operating hours.
- “Waivers of liability” are signed by park users if they are age 18 or older. For park users under age 18, waivers are signed by the user’s parent or legal guardian.
- An accident report is completed by a city employee assigned to the skatepark following any accident or injury occurring at the facility.

Skatepark Development

Below are five important items to consider:

Environmental Controls

Proper assembly and installation of ramps and other equipment are crucial for structural integrity and overall safety. A great deal of information about ramp and park design is available online. In addition, there are both national and state skate board associations that are potential information resources for a city interested in developing a skatepark.

It is important that installation of equipment be done in accordance with the manufacturer’s instructions and be carefully inspected before its first use. The manufacturer’s assembly and installation instructions and related materials should be kept in a permanent file.

Supervision

Adequate staffing – a sufficient number of well trained employees - is a must for the safe operation of a Tier 2 skatepark. At least one employee with sufficient knowledge of skateboarding and inline skating to enable him/her to review and determine the skill level of park users should be present during all hours the park is open.

Because injuries at skateparks can be severe, there should be a written emergency plan and staff members should receive training on that plan as well as on general park safety rules and facility operations. In addition to having employees trained in CPR and first aid, the following is to be readily available:

- A telephone or radio communications to emergency services;
- A complete medical first-aid kit on premises;
- Ice packs and sanitary towels; and
- Enforcement of skaters wearing personal protective gear.

Facility Rules and Signage

Proper signage and rules posted in a visible area can reduce the risk of injury to participants and spectators. Signage must be easy to read and should be accompanied by visual symbols, and wherever necessary, translated into the language of the community.

Information on skatepark signage should include, but need not be limited to:

- Operating hours and admission.
- Possible age limits and skill level requirements.
- Behavior or conduct expectations.
- Requirement that skaters use personal protective and safety equipment.
- Degree of difficulty on various skate runs.
- The city's right to revoke skating privileges of skaters who do not follow the rules.

Maintenance and Safety Inspections

Injuries to skaters are more likely to be caused from inadequate structure and park maintenance than from skating activities. To help prevent such injuries cities must conduct regular safety inspections, follow repair programs, and train staff to identify hazards at the park. The more advanced the skatepark, the more frequent safety inspections should be.

Personal Protective Gear

Skaters should be required to wear safety equipment at all times. Most of the protective gear currently on the market is not subject to performance or safety standards, so careful selection is necessary. It is important that the equipment fits properly and does not interfere with the skater's movement, vision or hearing. Such equipment typically includes, but is not limited to: a helmet, knee and elbow pads, flexible wrist guards, and proper shoes.

Coverage Checklist

The following is a checklist of requirements needed to receive and maintain LMCIT coverage.

This section of the list applies to BOTH Tier 1 and Tier 2 facilities:

- Skaters are required to wear personal protective equipment such as a helmet, wrist guards, elbow and knee pads, and proper shoes. This requirement is posted on a sign (Tier 1) or both posted and enforced by city staff (Tier 2).
- Facility rules and safety guidelines are posted in a conspicuous location.
- Periodic security inspections are conducted by city personnel (law enforcement, park and recreation supervisor, etc.) to ensure skatepark rules are being observed.
- Any skatepark feature, including bowls or pyramids, that are 48 inches or higher has a safety guardrail on the back or corner to help prevent falls. The guardrail is designed so use as a skatepark feature is discouraged and no entrapment hazards exist.
- Skaters are not allowed to bring in their own ramps, handrails, or other structures that could be used to perform stunts.
- There is documentation of a formal maintenance program for the skatepark.
 - Tier 1 - The facility is inspected frequently to identify potential hazards.
 - Tier 2 – The facility is inspected each day of operation to identify potential hazards.
- Maintenance/inspection documentation shows that the structural integrity of each feature and the skatepark overall are inspected frequently. All skatepark features are in fixed positions (not portable).
- An accident report is completed:
 - Tier 1 – by a city employee upon report of any accident or injury occurring at the facility.
 - Tier 2 - by a city employee assigned to the skatepark following any accident or injury occurring at the facility.
- Competitions are restricted to only those sponsoring organizations able to provide separate insurance coverage and a contract holding the city harmless and indemnified.

This section of the list applies only to Tier 2 facilities:

- The skating area is completely enclosed by a fence. The fence provides adequate protection for spectators from flying boards, debris and/or falling skaters.
- The facility is adequately lit for the hours of operation.
- The designated skating area(s) must be secured by a lock when the facility is closed.
- Trained supervisors are present at the facility during all hours of operation.
- Each skater (and their parents or guardian if under 18 years of age) signs a waiver of liability before he/she is permitted to use the facility.
- The facility has the following readily available and city employees assigned to the skatepark are trained to use:
 - A telephone or radio to access emergency services
 - A complete medical first-aid kit
 - Ice packs and sanitary towels



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Minnesota Skateparks

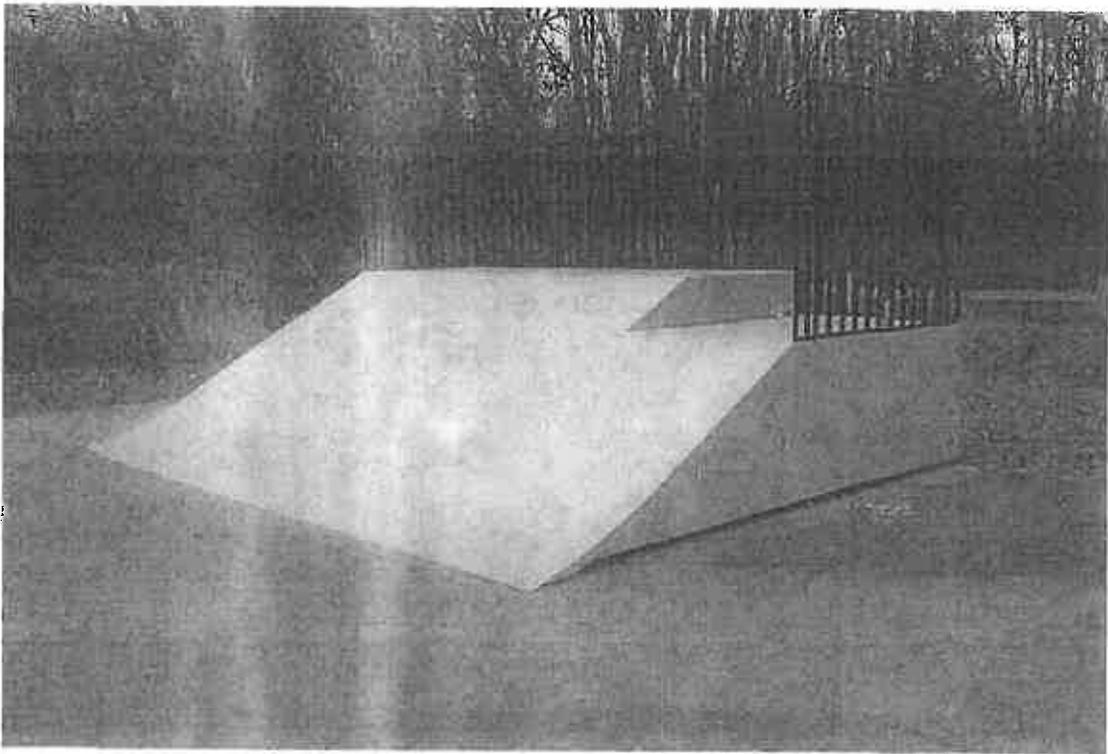
This is the most up to date list of Minnesota Skateparks we have in the database currently. There are some Minnesota Skatepark that are not listed on this page and we also need Minnesota Skatepark Pictures. Please use the contact us button above to send us this updated information

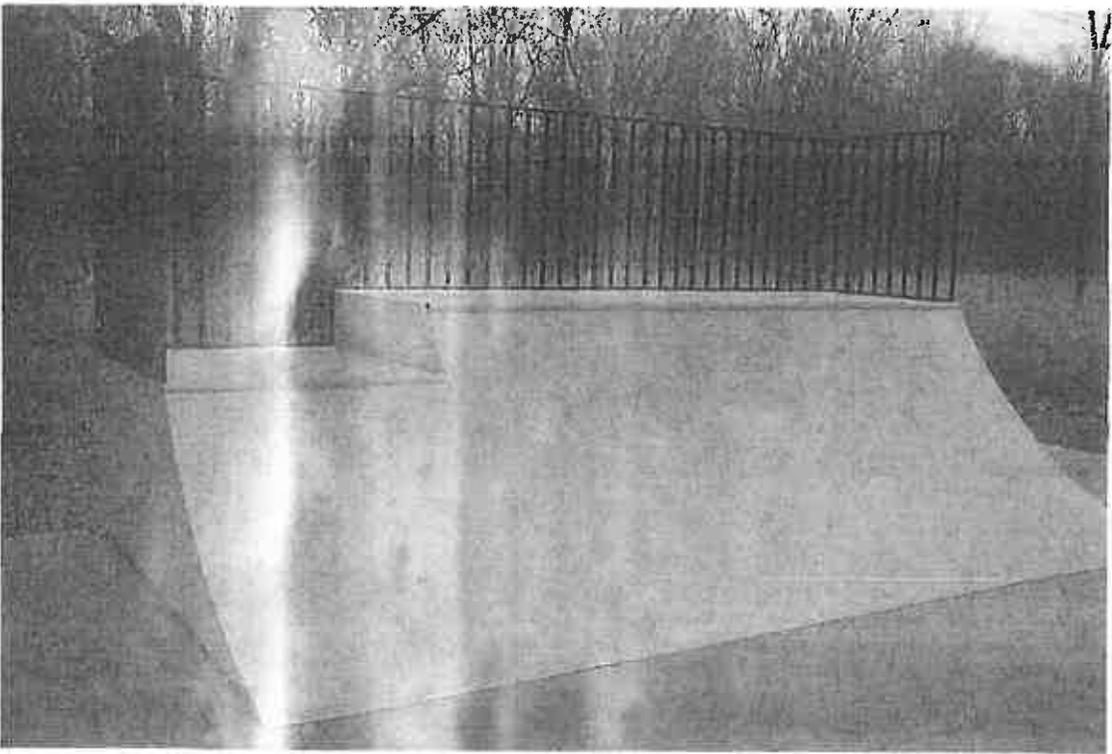
3LAIR Skatepark -- Minneapolis, Minnesota
3rd Lair Skatepark -- Golden Valley, Minnesota
3rd Lair Skatepark -- Minneapolis, Minnesota
4.8 Skate Park -- Winona, Minnesota
4.8 Skatepark -- Winona, Minnesota
Albert Lea Park -- Albert Lea, Minnesota
alexandria skatepark -- alexanna, Minnesota
Andover skatepark -- Andover, Minnesota
andover skatepark -- andover, Minnesota
Anoka skatepark -- Anoka, Minnesota
Austin Skatepark -- austin, Minnesota
axsc skatepark -- austin, Minnesota
Baudette Skatepark -- Baudette Mn, Minnesota
Becker Skatepark -- Becker, Minnesota
becker skatepark -- becker, Minnesota
Big Lake Skatepark -- Big Lake, Minnesota
booster skate park -- east bethel, Minnesota
Bracket Park -- Minneapolis, Minnesota
Brooklyn Park Skatepark -- Brooklyn Park, Minnesota
buffalo skatepark -- buffalo, Minnesota
chanhassen skate park -- chanhassen, Minnesota
chaska skatepark -- chaska, Minnesota
Chesley Ymca -- Mankato, Minnesota
Chisago Lakes Skatepark -- Chisago, Minnesota
cold spring skatepark -- cold spring, Minnesota
crosby skateboard park -- crosby, Minnesota
crystal skatepark -- crystal, Minnesota
dropzone skatepark -- bernidji, Minnesota
Eagan Skatepark -- Eagan MN, Minnesota
Eden Prairie Skatepark -- Eden Prairie, Minnesota
Elk River Skatepark -- Elk River, Minnesota
Encounter Skatepark -- 201 E First St., Minnesota
Encounter skatepark -- Duluth, Minnesota
eveleth skatepark -- Eveleth, Minnesota
Fairmont Skatepark -- Fairmont, Minnesota
Fergus Falls Skatepark -- Fergus Falls, MN, Minnesota
Fergus Falls Skatepark -- fergus falls, Minnesota
glenwood skatepark -- glenwood, Minnesota
Hamlet Skatepark -- Cottage Grove, Minnesota
Hermantown Skatepark -- Hermantown, Minnesota
Hibbing Skatepark -- Hibbing Minnesota, Minnesota
Hutchinson Tartan SkatePark -- Hutchinson Mn, Minnesota
International falls skatepark -- International Falls, Minnesota
International falls skatepark -- International Falls, Minnesota

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Jaycees Skatepark -- Brainerd, Minnesota
John Rose MN OVAL Aggressive Skate Park -- Roseville, Minnesota
JSAW Skatepark -- Chanhassen, Minnesota
Lake Front Skatepark -- Prior Lake, Minnesota
Madrone Indoor Skatepark -- Rochester, Minnesota
maple plain skatepark -- maple plain, Minnesota
Midwest indoor skatepark -- Rochester, Minnesota
Midwest Skatepark and Skateshop -- ROCHESTER, Minnesota
Midwest Skateshop and Indoor Park (Remodeled) -- Rochester, Minnesota
monticello skatepark -- monticello, Minnesota
Morris Skatepark -- Morris, Minnesota
New Prague Skate Park -- New Prague, Minnesota
North Branch SkatePark -- North Branch, Minnesota
Oak Grove Skatepark -- Oak Grove, Minnesota
Ojibway Skatepark -- Woodbury, Minnesota
olive indoor skatepark -- ham lake, Minnesota
Otsego Skatepark -- Otsego, Minnesota
Overpass Skatepark -- Hopkins, Minnesota
owatonna skate park -- owatonna, Minnesota
Park Rapids Skatepark -- Park Rapids, Minnesota
Pike Lake Skate Park -- New Brighton, Minnesota
pike lake skatepark -- new brighton, Minnesota
Ramsey skatepark -- Ramsey, Minnesota
Renegade Skate Park -- Faribault, Minnesota
rengade skatepark -- faribault, Minnesota
rockford skatepark -- rockford, Minnesota
Rogers Lake Skatepark -- Mendota Heights, Minnesota
Sand Creek Skatepark -- coon rapids, Minnesota
Showcase Skatepark -- Rogers, Minnesota
Silver Lake Skatepark -- Rochester, Minnesota
sindair lewis skatepark -- sauk centre, Minnesota
Springfield Skate Park -- Springfield, Minnesota
springfield skatepark -- springfield, Minnesota
st louis skate park -- edina, Minnesota
St. Louis Skatepark -- St. Louis, Minnesota
Stillwater skatepark -- Stillwater, Minnesota
Stretches SkatePark -- St Cloud, Minnesota
Stretch's Skatepark -- Waite Park, Minnesota
Tartan SkatePark -- Hutchinson, Minnesota
Tartan SkatePark -- Hutchinson, Minnesota
The Bank Skatepark -- preston, Minnesota
the house skateboard park -- preston, Minnesota
The Swamp Skatepark -- Crockston, Minnesota
Theif River Falls Park -- Theif River Falls, Mn, Minnesota
Victoria Skatepark -- Victoria, Minnesota
wabasha public skatepark -- wabasha, Minnesota
Waconia Lions Skatepark -- Waconia, Minnesota
Wadena SkatePark -- Wadena, Minnesota
West Side Skatepark -- Pine City, Minnesota
windom skatepark -- windom, Minnesota
Worthington Skatepark -- Worthington, Minnesota
YMCA Tri-City Skatepark -- Edina, Minnesota
Zero Gravity Skatepark -- Mound, Minnesota
Website Speed

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REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Park & Tree Board

Committee/Council Meeting Date: October 2, 2014

Agenda Section: Old Business

Originating Department:

Item Number: IV - B

ITEM DESCRIPTION: Veterans Park Reservation Cancellation Policy

Prepared by: Staff

COMMENTS:

Ron Mergen will give a verbal report.

Please review the Cancellation Policy for the Veterans Park Shelter. It has been suggested that the cancellation policy of three months maybe too long and that when the event is cancelled the renter should at least get their deposit back. Discussion.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to _____.

- A. **Reservation.** Because of the significant demand for park shelters during the summer months, the Renter's hold on a particular shelter is not official until this Rental Agreement has been completed and the rental fee, tax, and deposit have been paid. Renters are encouraged to secure an official reservation as soon as possible.
- B. **Cancellation.** If the Renter cancels their reservation at least three months in advance of the reserved date; 100% of their rental fee, tax, and deposit will be refunded. If cancelled with less than three months notice, the rental fee, tax, and deposit will not be refunded, but the Renter will have no further obligation. Since late cancellations means that another renter will not likely be found for the date you reserved, unfortunately, there are no exceptions to this policy.
- C. **Park Hours.** The park hours are 6:00 a.m. to one-half hour after sunset. Renters are permitted to use the rented facility between these hours. The Renter may be ejected from the facility during the hours not permitted.
- D. **Alcohol.** The Renter will be subject to ejection and prosecution for the consumption of intoxicating beverages by minors, whether it is occurring with or without the Renter's knowledge. Absolutely no sale of intoxicating beverages is permitted. The Renter shall indemnify and hold the City harmless for any liability introduced by the consumption of alcoholic beverages upon City property during the rental period. Anyone who violates the restrictions on the use of alcohol would be subject to forfeiture of the damage deposit. No glass containers are allowed. The consumption of alcohol can only be consumed within the lawn area outside the shelter, which is between the shelter and Cedar Point Road; between the shelter and the parking lot; and between the shelter and the woods, and which area is further defined by signs indicating "No Alcohol Beyond This Point". It shall be the responsibility of the person or persons signing the rental agreement with the City to make sure that all members of their party clearly understand the rules of the rental agreement with respect to the use and consumption of alcohol. Violation of the conditions and limitations on the use of alcohol will subject the renter to forfeiture of the damage deposit.
- E. **Nuisance.** The Renter is responsible for the conduct of guests during the rental period, causing a public nuisance may, at the discretion of the Police Department, be grounds for ejection from the facilities. Specifically, the Police Department will monitor the parks for events that create noise in violation of the City Ordinance.
- F. **Parking.** Parking is permitted on-street or in designated areas only. Overnight parking in parks is prohibited.
- G. **Trash.** Trash containers will be provided; Renters must ensure that all refuse is placed in these containers. City employees will dispose of trash in the containers at the end of each event.
- H. **Keys.** Keys for the facility can be picked up the last business day prior to the rental date. Keys to the park facilities must be returned to City Hall the next business day immediately following the rental date. Renters shall be responsible for the cost of replacing lost or damaged keys, or re-keying the facilities. If preferred, Renters may return the key by depositing it in the drop box located at the main entrance of City Hall.
- I. **Damage and Deposit.** There is a \$50.00 deposit required in addition to the rental fee and tax which shall be returned only if City staff determines that all conditions of this Rental Agreement have been met. The Renter's responsibility shall not be limited to the amount of the deposit. In the event of a violation of this Rental Agreement, the deposit may be retained to recover the administrative cost of recovering damages from the Renter which shall be in addition to the deposit amount. In the event of a violation of this Rental Agreement or the Veterans Park Shelter Clean-Up Checklist provided contemporaneously with the Rental Agreement, the deposit may be retained to recover the administrative costs of recovering damages from the renter, which shall be in addition to the deposit amount.
- J. **Minimum Age.** Renters must be at least eighteen (18) years of age and the event must be supervised by a responsible adult at least eighteen (18) years of age at all times.
- K. **Admission Charged.** The Renter is prohibited from using the park facilities for events for which an admission is charged or that are held for-profit without the written approval of the City. Failure to disclose that an admission was or will be charged shall be grounds for cancellation of the reservation and forfeiture of the rental fee, tax, and deposit.
- L. **Facilities Rented.** The City's park system requires a substantial annual cost, with most of the usage occurring on weekends. Most of the events for which shelters are rented also occur on weekends. So the Renter is advised that the facilities for which rental fees are paid reserves only the park shelter. The only restrooms for the park are located in this shelter so all patrons must share them respectfully. If a Renter encounters a conflict they are encouraged to contact the Police Department's non-emergency number at 320-243-7346.
- M. **Rate Increases.** The rental rates are subject to change at any time, but generally the City Council reviews all fees in December of each year. If the rental rate is increased between the date that a park shelter is reserved and the date of your event, the new rate(s) will apply.
- N. **Refunds.** There are no refunds in part or in whole of the rental fee, tax, or deposit, whether due to inclement weather, messy facilities, or for any other reason, unless as described in Section B. Cancellation. At times the shelters are rented for several consecutive days by different patrons, so the condition of the shelter is dependent upon how well the previous renter adheres to this Rental Agreement. If the facility has not been adequately cleaned when the Renter takes occupancy, they are encouraged to photograph the preexisting condition to assist the City in dealing with that previous renter, but unfortunately, you will be expected to leave the shelter and grounds in good condition at the end of your event.

**CITY OF PAYNESVILLE
 VETERANS PARK SHELTER
 RESERVATION FORM/RENTAL AGREEMENT**

221 Washburne Ave., Paynesville, MN 56362
 Phone: (320) 243-3714 Fax: (320) 243-3713

Please Print

Renter: _____
 Mailing Address: _____

 Daytime Phone: _____
 Date of Birth: _____
 Drivers License Number _____
 Date of Shelter Use: _____
 Time of Shelter Use: _____

Rental Fee Received:	_____
Tax Received:	_____
\$50.00 Deposit Received:	_____
TOTAL	_____
\$50.00 Deposit Returned:	_____
Date Key Issued:	_____
Key Issued To:	_____
Date Key Returned:	_____

VETERANS PARK SHELTER – KITCHEN, INDOOR & OUTDOOR SEATING

Rental Fee	\$100.00
Tax	\$6.88
Damage Deposit	<u>\$50.00</u>
TOTAL	\$156.88
Are All Due At The Time Of Reservation.	

Will alcohol be present & consumed
 during the event?
YES NO

Banquet Hall Seating Capacity – 86
 Outdoor Seating Capacity – 48

The Renter must sign this Rental Agreement in the space provided below. By doing so, the Renter agrees to adhere to the following requirements; unless special arrangements have been noted by City Staff on this Rental Agreement and agrees to accept the consequences for their failure to do so.

I hereby acknowledge that I have received a Clean-Up Check List and a copy of the Ordinance related to the consumption of alcohol at Veterans Park.

 Renter's Signature

 Date

 City Approval

 Date

FACILITIES AVAILABLE AT VETERANS PARK

- | | | |
|----------------------|--------------------------------|-------------------------------|
| ➤ Oven & Stove | ➤ Playground Equipment | ➤ Boat Access To Lake |
| ➤ Refrigerator | ➤ Charcoal Grills | Koronis |
| ➤ Double Sink | ➤ 6 – Picnic Tables | ➤ Walking/Biking Trail System |
| ➤ Counters | ➤ 2 – Volleyball Courts & Nets | ➤ Swimming Beach With |
| ➤ Electrical Outlets | ➤ Folding Tables | Lifeguards |
| ➤ Restrooms | ➤ Folding Chairs | |

Please see back for park regulations. 

NATHE'S MARINE & SPORTS CENTER

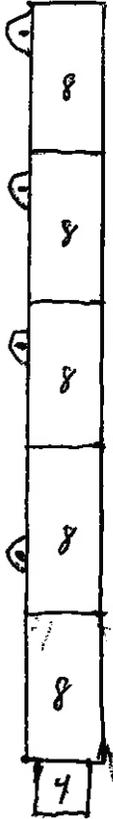
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4- pipe Augers	22 ⁰⁰	88 ⁰⁰
4- Caps	8 ⁰⁰	32 ⁰⁰
4- 4' Alumina Ramp		224 ⁰⁰
Titan Decking		242 ⁰⁰
Poly Dock Ramp Connector		142 ⁰⁰

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