



City of Mora  
Kanabec County, Minnesota  
Meeting Agenda  
Park Board

Mora City Hall  
101 Lake Street S  
Mora, MN 55051

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Tuesday, April 13, 2021

6:00 PM

Mora City Hall

*City of Mora Code of Ordinances, Chapter 32.17 Duties: The Park Board shall have the duty of advising the City Council Concerning the operation, maintenance, control, and planning for all of the lands, properties and facilities now owned or hereafter acquired by the city for park or recreation areas.*

1. Call to Order
2. Roll Call
3. Adopt Agenda
4. Minutes
5. Dog Park
6. Park Board Information Sheet
7. Reports
8. Adjournment



City of Mora  
Kanabec County, Minnesota  
Background Information  
Park Board

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1. Call to Order.
2. Roll Call. Candice Brockner, Jenna Fore, Cody Knox, Mickey Kringstad, and Kyle Sheppard.
3. Adopt Agenda. *(No item of business shall be considered unless it appears on the agenda for the meeting. Board members may add items to the agenda prior to adoption of the agenda.)*
4. Minutes. See attached minutes from the March 9, 2021 meeting.
5. Dog Park. The board will review and discuss possible dog park bids, amenities, parking area, and rules for the proposed dog park.
6. Park Board Information Sheet. The board will review the park board information sheet and discuss if this is something they want to go forward with and make any necessary changes as needed.
7. Reports. *(Each board and staff member will be given the opportunity to share information.)*
8. Adjournment. The next regular meeting is scheduled for Tuesday May 11, 2021 at 6:00pm .

City of Mora, MN  
PARK BOARD  
Meeting Minutes

March 9, 2021

Present: Candice Brockner, Jenna Fore, Cody Knox, Mickey Kringstad and Kyle Sheppard  
Absent: None  
Staff Present: Joe Kohlgraf, Jeff Krie  
Others Present: Micah Rogers

1. Call to Order. Chair Brockner called the meeting to order at 6:02 p.m.
2. Oath of Office. Cody Knox pledged the oath of office for a three-year term expiring on December 31, 2023.
3. Roll Call. Candice Brockner – present  
Jenna Fore – present  
Cody Knox - present  
Mickey Kringstad – present  
Kyle Sheppard – present
4. Adopt Agenda. Motion by Kringstad, second by Shepard to adopt the March 9, 2021 meeting agenda as presented. All present voted aye. Motion carried.
5. Minutes. Motion by Shepard, second by Fore to approve the January 12, 2021 meeting minutes as presented. All present voted aye. Motion carried.
6. Dog Park. Krie briefed the Park Board and provided some drafts on the current proposed dog park regarding fencing layout, parking, and rules. The board reviewed and discussed possible options regarding construction and layout of a dog park in the City of Mora. Shepard being part of the dog park group shared information about the dog park itself. There was a great discussion with many ideas submitted. Kringstad voiced concerns about having available space for the Snake River Canoe Race which draws in people to the community. Kohlgraf felt with the position of the dog park that there should be ample area to have both without any issues unless major flooding occurred. Knox questioned if speed bumps would need to be installed with the increase area. Kohlgraf stated that there were speed bumps in that area at one time and it could be looked at if there were concerns brought up. Vandalism was discussed and the consensus was that maybe more usage in the area would reduce the number of graffiti and vandalism. A motion was brought up by Kringstad to the Park Board to support the construction of a least building a fenced in one acre area for all dogs with a double gated entry. If funds are available to include a separate addition of a small dog park area within the acre. The motion was seconded by Brockner all present voted aye. It was discussed that as more funds are available, to add other amenities. Next discussion went to parking for people that are

using the dog park the board decided that the location outside the fence would suffice and that a hard surface for two or three stalls, depending on funds, would fit the city code. Additional parking could be looked at as usage and funds become available. Krie asked the board if it wanted to be involved in what the dog park rules were, and it was decided that it could be done by staff and presented to the Park Board for approval. Krie shared that he will update the park board at the next meeting and hopes to have fencing bids for the board to look at.

7. Parks. Krie shared with the Park Board of a recent email he received from the community regarding a vape pipe and beer can that was found by a child at one of the parks. The email shared other instances of garbage and drug paraphernalia from other parents. Brockner was aware of the occurrence and expressed her own concerns. Kohlgraf shared the street departments scheduled on maintenance checks and garbage pickup. The board discussed different options that may be helpful including having the Police provide more patrols in the parks as they can, more lighting in the Kids Kingdom if funds become available. Brockner suggested that the City put bi-weekly post on Facebook regarding parks during the spring, summer and fall months to promote park awareness. Suggestions were made to approach this as a community issue and will take involvement by all to help with park issues. Krie stated he will bring the recommendations up to staff.
8. Music in the Park. Krie was happy to report that the City of Mora had received approval for their grant from ECRAC for the upcoming 2021 season in the amount of \$8677 with the total project cost at \$11,185. Krie shared the upcoming bands that committed to the concert series. Shepard questioned if we could get food trucks to the event. Brockner share past experiences and difficulties in getting food trucks to Fall Fest. Krie shared that he will reach out to food trucks to gauge any interest for the upcoming season. Fore also shared that it would be nice to have a crosswalk on the corner of N. Park Street heading North to the Park as this seems to be a busy crosswalk. Krie will keep the board updated on Music in the Park as it becomes available.
9. Fall Fest. Krie wanted to confirm and have the park board approve a set date for the upcoming season of Fall Fest. It was decided to host the event on September 25, 2021. More details will follow as the event date comes closer.
10. Reports.

Kohlgraf reported to the board the following:

  - Cleaning of trails is on north side by the east side of the highway.
  - Skate Park, snow has been removed and now open.
  - Picnic Tables have been installed at the Picnic Shelter at Library Park
  - Trails at the History Center cleaned out the brush out last fall due to open the trails more for security concerns from community and to get rid of the buckthorn.
  - Bathrooms will generally be put out in early May but will depend on weather and usage.

Krie reported to the board the following:

  - Seasonal hiring is starting at the MAC. Information was sent out to all past MAC staff to see if they are interested in applying for the upcoming season. Positions on the City

web site will be posted soon. Staff will also need to hire an Assistant Manager and Shift Supervisor. Season is planned as normal at this time.

- COVID-19 signage will come down on the parks, trails, and playgrounds.
- Inquiries about rentals of the Library Basement and Library Park are increasing.
- A youth league has reached out about renting JC Ballfields.
- Snake River Canoe Race is applying for a permit with COVID-19 guidelines.

11. Adjournment. Motion by Shepard, second by Fore to adjourn the meeting. All present voted aye. Meeting adjourned at 7:06 p.m.

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Candice Brockner, Chair

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Jeff Krie, Secretary

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# Quote

Century Fence Company  
14839 Lake Dr NE  
Forest Lake, MN 55025



**Quote To:**  
ESTIMATING DEPARTMENT

**Project Location:**  
Mora Dog Park

Quote #: 2042  
Quote Date: 2/12/2021

Description
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*5' instead of 6*  
Furnish and install 812 LF of 6 Foot high galvanized chain link fence. Line posts shall be 2" O.D. Galvanized steel pipe Driven 48" in depth and spaced a maximum of 10' on centers. The fence shall consist of top rails which will be 1-5/8" O.D. Galvanized pipe. The fence shall consist of bottom tension wire.

(1 acre = 208' X 208' square)

- 8 - Corner post: 3" O.D. Galvanized pipe - Driven
- 6 - Gate post: 3" O.D. Galvanized pipe - Concrete Set
  
- 1 - Double Swing Galvanized Gate: 10' Opening Width
- 2 - Single Swing Galvanized Gate: 4' Opening Width

**Notes:**

Excludes Excavation through rock, Excavation through frost, Permit, Private Utility Locate, Survey of property for fence layout

Quote Total: \$22,327.00  
*- 866.00*  
*21461.00*

Quote Valid For 15 days

**Buyer's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Submitted by:** *Nathan Horner*

**Acceptance:**

This quote when accepted in writing by purchaser and by Century Fence Company becomes a contract between two parties. The conditions on the attached 'Terms and Conditions' are made a part of this contract.

Nathan Horner

Office: 651-464-7373

Cell: 612-670-3520

Email: [nhorner@centuryfence.com](mailto:nhorner@centuryfence.com)

**Terms of Payment:** Net Cash upon receipt of invoice.

# Quote

Century Fence Company  
14839 Lake Dr NE  
Forest Lake, MN 55025



<b>Quote To:</b> City of Mora 101 Lake Street South Mora, MN 55051	<b>Project Location:</b> Dog Park Fence	<b>Quote #:</b> 840 <b>Quote Date:</b> 10/12/2020
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Description
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**Large Dog Area**

Furnish and install 870 LF of 5 Foot high galvanized chain link fence. Line posts shall be 2" O.D. Galvanized steel pipe Driven 48" in depth and spaced a maximum of 10' on centers. The fence shall consist of top/bottom rails which will be 1-5/8" O.D. Galvanized pipe.

- 4 - Corner post: 2-1/2" O.D. Galvanized pipe - Driven
- 6 - Gate post: 3" O.D. Galvanized pipe - Driven
- 1 - Double Swing Galvanized Gate: 8' Opening Width
- 2 - Single Swing Galvanized Gate: 4' Opening Width

\$19,534.00

**Small Dog Area (to be done at same time as large dog enclosure)**

Furnish and install 342 LF of 4 Foot high galvanized chain link fence. Line posts shall be 2" O.D. Galvanized steel pipe Driven 48" in depth and spaced a maximum of 10' on centers. The fence shall consist of top/bottom rails which will be 1-5/8" O.D. Galvanized pipe.

- 5 - Corner post: 2-1/2" O.D. Galvanized pipe - Driven
- 4 - Gate post: 3" O.D. Galvanized pipe - Driven
- 2 - Single Swing Galvanized Gate: 4' Opening Width

\$4,209.00

**Parking Lot Area (to be done at same time as large dog enclosure)**

Furnish and install 267 LF of 4 Foot high galvanized chain link fence. Line posts shall be 2" O.D. Galvanized steel pipe Driven 48" in depth and spaced a maximum of 10' on centers. The fence shall consist of top rail which will be 1-5/8" O.D. Galvanized pipe.

- 2 - End post: 2-1/2" O.D. Galvanized pipe - Driven
- 2 - Corner post: 2-1/2" O.D. Galvanized pipe - Driven

\$3,998.00

**\*\*QUOTE IS FOR BUDGETARY PURPOSES ONLY MATERIAL PRICING IS SUBJECT TO CHANGE\*\***

**Notes:**

Excludes Clearing, Excavation through rock, Excavation through frost, Grubbing, Permit, Private Utility Locate, Survey of property for fence layout

**Quote Total: \$27,741.50**

Quote Valid For 30 days

**Buyer's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Submitted by:**

*Nathan  
Horner*

**Acceptance:**

This quote when accepted in writing by purchaser and by Century Fence Company becomes a contract between two parties. The conditions on the attached 'Terms and Conditions' are made a part of this contract.

Nathan Horner

Office: 651-464-7373

Cell: 612-670-3520

Email: nhorner@centuryfence.com

**Terms of Payment:** Net Cash upon receipt of Invoice.

# Borderline Fencing LLC

Blake Roth  
134 6<sup>th</sup> Ave SE  
Saint Joseph, MN 56374  
Phone Number (320) 291-3827  
Email: [Borderlinefencing19@yahoo.com](mailto:Borderlinefencing19@yahoo.com)

## Estimate

Date: 3/29/2021

Name/Address
City of Mora/Dog Park

Description	QTY	Total
Main Dog Area  Furnish+Install 850 LF of 5 ft tall 11 ga chain link fence, with 2- 4 ft wide gates and 1-10 ft wide gate 1 5/8 top rail and 7 ga bottom tension wire  Corner and gate post shall be 2 3/8 od driven to a 4 ft. Depth, line post shall be 1 7/8 od driven to a 4 ft depth.	850 Feet	\$19,590.00
		<b>Total: \$19,590.00</b>

Notes: Excludes Clearing, Excavation through rock, Excavation through frost, Grubbing, Permit, Private Utility Locate, Survey of property for fence layout.

Buyer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Submitted by: Blake Roth



A&W Landscape Specialists, LLC

City of Mora Attn: Jeff Krie

3/24/2021

**Install:**

- Galvanized chain link fence
- 900 linear feet + (2) walk gates and (1) double-drive gate
- Top Rail
- Bottom tension wire
- Commercial grade (schedule 40)
- Interior Double Gated Entry (Staging Area)
- Concrete Base for all Posts

**5 Foot Tall- \$43,000**

**6 Foot Tall- \$47,300**

**Total- \$ \_\_\_\_\_**

**Additional Time/Materials**

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# **A&W Landscape Specialists LLC**

## **Terms and Conditions Policy**

### **Mission Statement:**

A&W Landscape Specialists' mission is to bring the highest quality project to our customer's home. We bring pro-grade products and a can-do attitude for each job. We aim to bring satisfaction, and create a trusting bond between the customer and the company.

### **Necessary/Requested Changes:**

When a bid is processed, the project is broken down into sections based upon necessary processes and material. A bid may exceed the agreed total by 15% (Fifteen Percent), depending upon light, but necessary changes made to the project. Any large changes may be requested by the company due to unforeseen circumstances; the customer may request a large change for any reason. However, the customer will be charged for completed work, and charged for the cost varying upon material and time requirements. Large changes may surpass the 15% (Fifteen Percent) allowance. Note: No changes will be made without consulting the client prior to the change.

### **Down Payment:**

The bid total is calculated to accommodate material and time requirements for the entire project. Before a project will be started, 50% (Fifty Percent of the starting total) is required to be paid to protect the personal finances of the Company and its employees. This down payment also guarantees your project will be completed in the order it was received.

### **Materials:**

A&W Landscape Specialists will purchase all necessary materials for the project. Exceptions may be made by a Project Manager if deemed necessary. Products provided by the customer will not be covered by A&W Landscape Specialists LLC's Service Warranty. Existing landscaping commodities such as rock/mulch beds, retaining walls, patios/paths/firepits are not covered by the A&W Landscape Specialists Warranty.

## **The A&W Landscape Specialists Service Warranty:**

The Service Warranty covers projects completed exclusively by A&W Landscape Specialists LLC. Products provided by the customer, and approved by a Project Manager will **NOT** be covered. Existing projects serviced by A&W Landscape Specialists will **NOT** be covered. The company will not cover products/materials bought by the client (e.g. Customer already bought and approved a water fountain with a Project Manager. Upon request there is a rock garden built around said fountain. The Company shall warranty the rock garden, but will not warranty the Water Fountain.

All plants, trees, and shrubs purchased and installed by the company shall be covered. The Service Warranty shall be effective for ONE YEAR from the completion date. Example: Date of Completion- Dec 24, 2011. Warranty Expiration- Dec 24, 2012.

### **Disclaimer:**

All existing Utilities (Electric, Water, and Gas), and underground irrigation systems must be marked out by the Customer or corresponding companies, at the expense of the Customer. If an employee damages an irrigation line or head, the company shall repair the damage. If a Utility line is damaged, the Company will pay for the corresponding utility company to fix the damages.

The Service Warranty will not cover damage to any project after the Date of Completion if affected by:

- Weather
- Misuse
- Maltreatment (Grass Clippings, weed killer)
- Unpaid Balance
- Negligence
- Vandalism
- Acts of God

By signing this document, the customer agrees to the Terms and Conditions of A&W Landscape Specialists LLC.

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**Print Full Name here**

**Date**

**Sign here**

A&W Landscape Specialists, LLC requires 50% of the Total as a down payment before project will be started. The Customer, City of Mora Attn: Jeff Krie, shall make the down payment of \$ \_\_\_\_\_ before work will commence. By signing this contract or submitting the down payment the customer agrees to pay said amount for stated work. A Project Manager of A&W Landscape Specialists, LLC will sign this contract upon receiving down payment. The remaining balance shall be paid upon project completion. The customer and a Project Manager of A&W Landscape Specialists, LLC shall sign and date this contract on the DAY OF COMPLETION. Thank you for your consideration of A&W Landscape Specialists, LLC. We hope to hear from you soon!

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PM, A&W Landscape, LLC.	Date	Customer	Date
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Day Of Completion- \_\_\_\_\_ Agreed Total \_\_\_\_\_

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PM, A&W Landscape, LLC.	Date	Customer	Date
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22.00775.00

22.00780.00

WEST FOREST 7

2

22.01350.00

22.00641.00

22.00075.00

fence

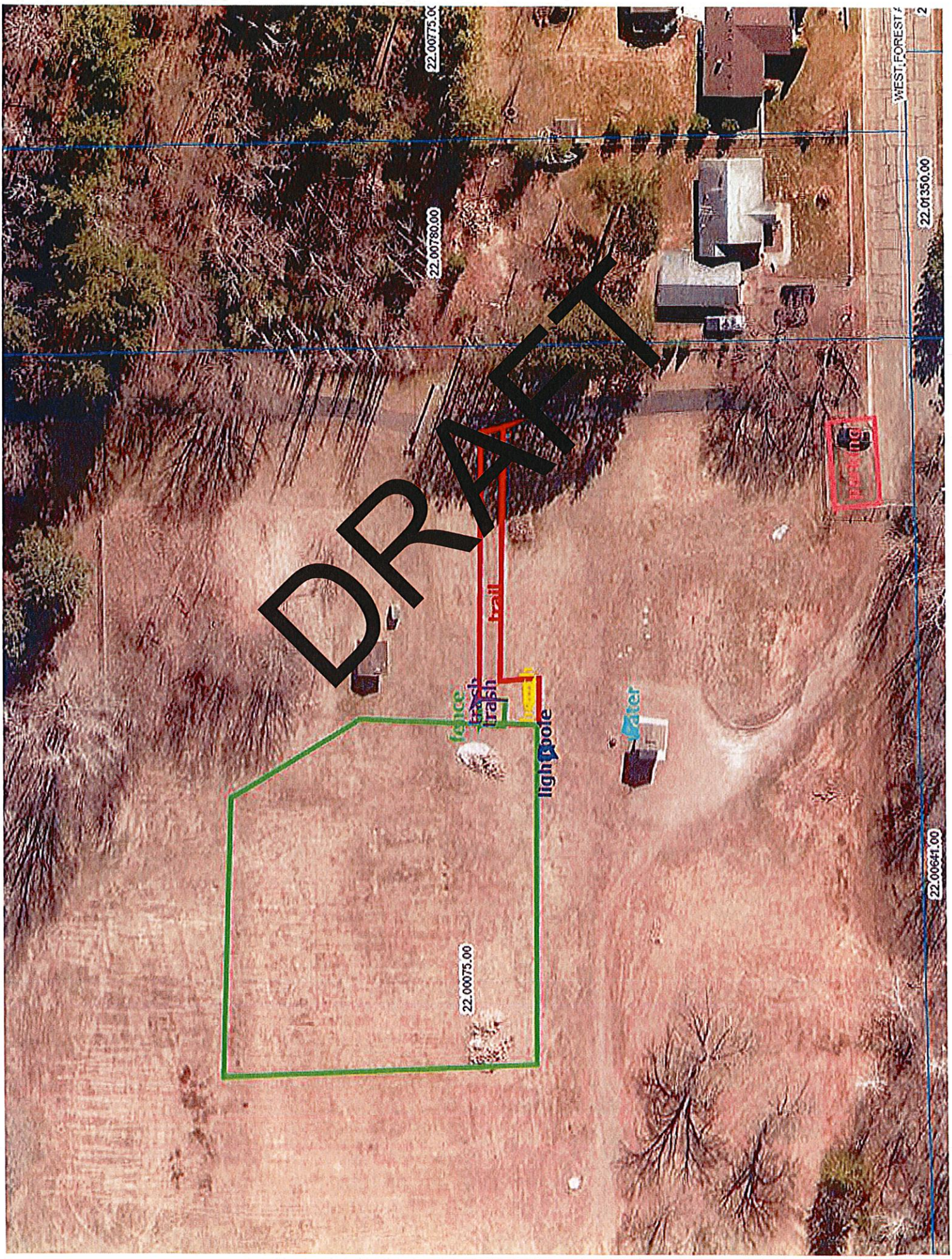
trash

trash

light pole

water

trail



### Proposed Park Rules for Park Sign

1. Park hours are 6:00am to 10:00pm daily.
2. Dogs must be leashed before entering and when leaving the park.
3. Owners are legally and financially responsible for the actions of their dogs.
4. All dogs must have current vaccinations and be free of all transmittable diseases.
5. No female dogs in heat or puppies under four months old are allowed.
6. Handlers must clean up after their dogs and properly dispose of their pet's waste.
7. Dogs must be in sight and under verbal control at all times. No digging holes or damaging the park.
8. No aggressive dogs allowed. Aggressive dogs must be leashed and removed from the park immediately by their handler.
9. Children under 14 must be accompanied and supervised by an adult, and should be educated about safe behavior around dogs (no running, screaming, food, etc.).
10. Maximum of three (3) dogs per handler.
11. Owners, handlers and visitors must comply with all park rules, regulations and City ordinances.
12. Smoking at the dog park is strictly prohibited.
13. No spiked collars are allowed at the dog park.
14. Personal belongings are allowed but may not be left at the park. The City is not held responsible for damages to personal belongings.

# City of Mora Park & Recreation



## Current Board Members

### Candice Brockner

Candice is currently in her third term on the Park Board. She enjoys gardening and cultivating her families small homestead with her husband and three young sons. Candice owns a small local business and has a passion for holistic health, wellness and overall community health.

### Jenna Fore Fratzke

Jenna is the Chiropractor and founder of Fore Chiropractic & Wellness. She and her husband have three young children and enjoy staying active and involved in the community. Professionally and personally Jenna strives to help families live healthier lives.

### Mickey Kringstad

Mickey most values time with her family and being a wife and mom to three amazing young girls. She loves helping people and enjoys being part of building a strong and healthy community. Mickey is committed to serving the community and making it a wonderful home for everyone to feel safe and welcomed.

### Sadie Broekemeier

Sadie enjoys making connections within the community to strength relationships and create community resiliency. She is dedicated to providing leadership that can make positive changes and continue to grow the well established park programming.

## Current and Future Project Updates

Projects that the Park Board has been working on include:

- 8th season of Music in the Park
- 2nd annual Fall Fest
- Pet waste station
- Resurfacing of tennis courts
- Addition of pickleball Courts
- Mora Rocks the Park
- Resurfacing & relocation of basketball courts
- Slides repainted at Mora Aquatic Center
- Added ADA Lift at Mora Aquatic Center
- New surfacing added to infield of JC Ball Field

In addition to these accomplishments the Park Board continues to work on expanding the City of Mora trail system, adding an additional playground in the Fox Run neighborhood, and the creation of a city dog park.



L to R: Candice Brockner; Jenna Fore Fratzke; Jake Mathison (City Council Liason); Mickey Kringstad; Sadie Broekemeier.



## Get involved

The Park Board is comprised of five members that resided within the city limits. The five-person board is appointed for three-year terms by the City Council.

Members have the duty of advising the City Council concerning the operation, maintenance, control, and planning of all of the lands, properties and facilities by the city for park and recreation areas.

City of Mora residents are encouraged to attend monthly board meeting to voice concerns, share ideas for improvement, and increase community engagement.

If you are intersted in serving on the Park Board please contact City Hall at (320) 679-1511.



City of Mora  
101 Lake Street South | Mora, Minnesota 55051  
Ph. (320) 679-1511 | [www.ci.mora.mn.us](http://www.ci.mora.mn.us)

