



City of Mora
Kanabec County, Minnesota
Meeting Agenda
Park Board

Mora City Hall
101 Lake Street S
Mora, MN 55051

Tuesday, May 11, 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. Mora Rocks the Park
7. Fall Fest 2021
8. Reports
9. 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, 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 April 13, 2021 meeting.
5. Dog Park. Krie will update the process of the dog park, fencing and amenities.
6. Mora Rocks the Park. Patti Miller will address the board on continuing the event Mora Rocks the Park and ask for ideas and or suggestions from the board.
7. Fall Fest. The board will discuss preparations for Fall Fest at the Library Park tentatively scheduled for Saturday, September 25, 2021, 12:00 pm – 4:00 pm.
8. Reports. *(Each board and staff member will be given the opportunity to share information.)*
9. Adjournment. The next regular meeting is scheduled for Tuesday June 8, 2021 at 6:00pm .

**City of Mora, MN
PARK BOARD
Meeting Minutes**

April 13, 2021

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

1. Call to Order. Vice Chair Kringstad called the meeting to order at 6:00 p.m.
2. Roll Call. Candice Brockner – absent
Jenna Fore – present
Cody Knox – sent email regarding resignation of Park Board prior to meeting.
Mickey Kringstad – present
Kyle Sheppard – present
3. Adopt Agenda. Motion by Sheppard, second by Fore to adopt the April 13, 2021 meeting agenda as presented. All present voted aye. Motion carried.
4. Minutes. Motion by Shepard, second by Fore to approve the March 9, 2021 meeting minutes as presented. All present voted aye. Motion carried.
5. Dog Park. Krie presented the board with four bids for a one-acre dog park fenced in area from three different vendors. Century Fencing had two bids, one that was given prior with a small dog park area inside the large dog area. They rebid as cost of materials went up and presented Krie with a one acre open fenced in area for all dogs. The other bids are from A & W Landscape Specialist and the other is from Borderline Fencing. All bids requested are for one-acre 5ft high fenced in area for dogs that consist of top rails and the bottom consist of tension wires, have a double gated entry, and a ten-foot gate for large equipment to enter. Krie also let board know he reached out to six different vendors to get a fence bid and these are the three that replied. Krie presented to the board a draft of a map of the dog park with amenities and parking. Also included was a set of rules and regulations to post at the dog park. Krie asked the board to recommend one bid out of the three, see if any other amenities are needed and to see if the placement of the amenities would work and to discuss the dog park rules. A good discussion was had by the board on the park and bids. Krie shared that staff was in favor of the Century bid of \$21,461 due to pricing and materials used as far as post size and gate post being concrete set compared to other bids. Concerns are for increased pricing of materials and what issues that may cause was discussed and how rest of funds are to be raised. Kyle made a motion to the board when funds are available to accept the bid at the price of \$21,461 from Century Fence, it was seconded by Kringstad and all present voted Aye. Amenities were agreed upon except that Sheppard and Fore both suggested from personal experience that a picnic table should be place inside the fenced in area. Otherwise, what was presented was favored by the

board. Next the board looked at the rules/regulations presented by staff and were in favor of what was presented to be posted at the park. If needed, more discussion will take place on the dog park next month.

6. Park Board Information Sheet. Krie shared with the Park Board the informational sheet that was used at Fall Fest last year. Krie asked if there was interest in the sheet being updated and used going forward on the City Website. All present agreed that the sheet should be updated as it provides good information to the community and continue to post on the City Website. Krie will update sheet and post as soon as possible and will continue to monitor the sheet and update as needed.

7. Reports.

Kohlgraf reported to the board the following:

- Continuing trail maintenance, brush cutting is done on trails.
- Still looking for a contractor to paint/stain Kids Kingdom.
- Monthly inspections of playgrounds continue, and park cleanup days are now M/W/F.
- Trash cans will be put down on Kids Kingdom after Parade of Garage sale.
- Working on establishing more lighting at Kids Kingdom for better safety and reduce vandalism.

Krie reported to the board the following:

- MAC hiring is in process. No applications yet for an assistant manager or shift supervisor. Shortage of certified and qualified Lifeguard applications is a concern. We have so far twelve returning applications and nineteen new applications. Swim Lessons sign up on the 15th of April and at this time the MAC plans to open as scheduled.
- Will be working with Patti on Mora Rocks the Park. Would still like to have some type of activities if we can work it out.
- Music in the Park is set for sponsors and bands pending Council approval.
- Krie asked if the board was okay having pictures posted on the Park Board City website. It was suggested to have individual pictures taken in case of changes of board. Krie will take pictures at next Park Board meeting.

8. Adjournment. Motion by Shepard, second by Fore to adjourn the meeting. All present voted aye. Meeting adjourned at 6:40 p.m.

Candice Brockner, Chair

Jeff Krie, Secretary

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

5' included

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
\$21,461.00

[23,799]

Quote Valid For 15 days

Buyer's Signature: _____

Date: _____

Submitted by: Nathan Horner

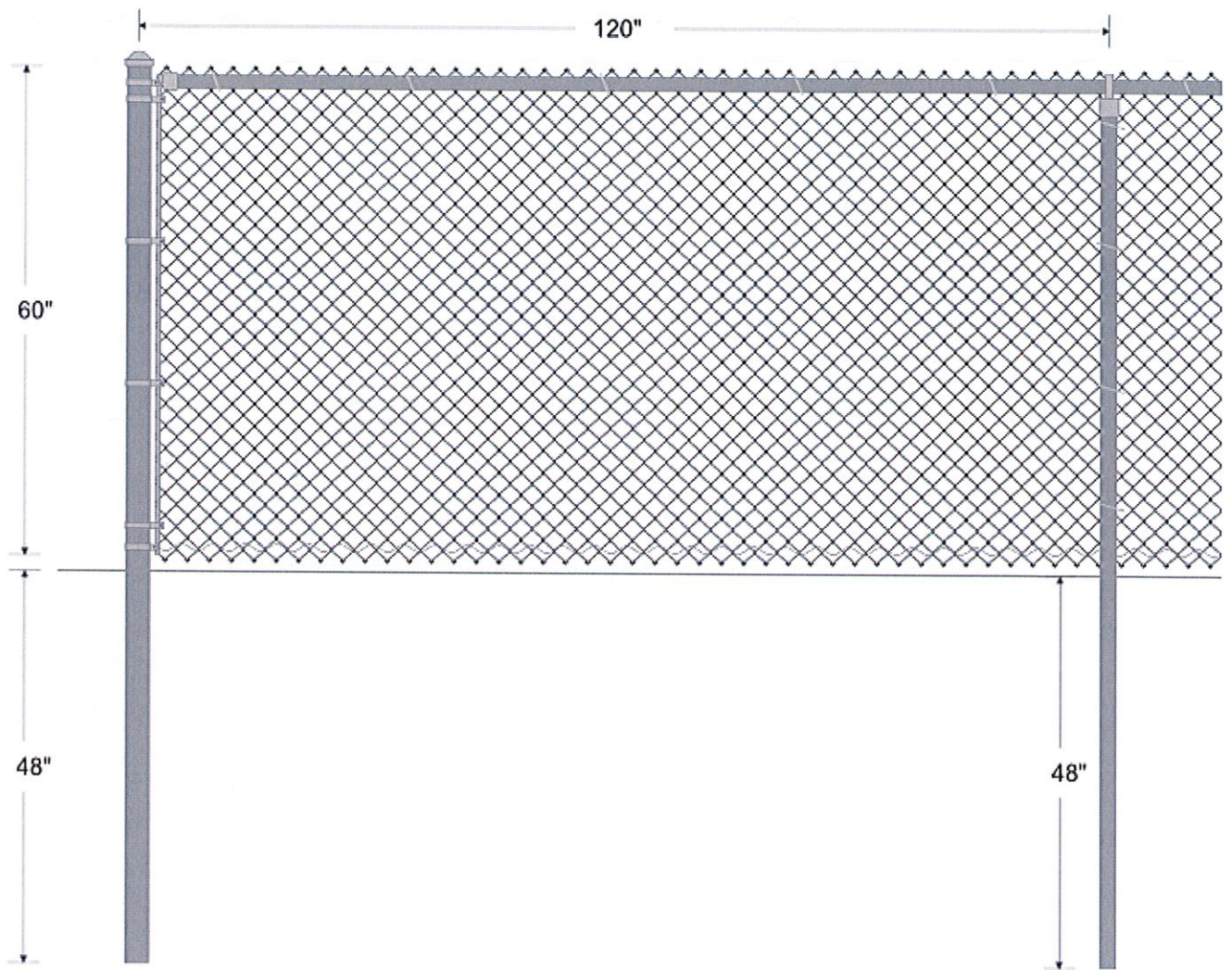
Acceptance:

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

Terms of Payment: Net Cash upon receipt of invoice.

Email: nhorner@centuryfence.com



Century Fence
 14839 Lake Drive NE
 Forest Lake, MN 55025
 651-464-7373

City of

5' Chainlink Line of Fence

Drawn: 4/27/2021
 File:

Nathan Horner

Project Manager

14839 Lake Drive
 Office: (651) 464-7373
 Cell: (612) 670-3520

Forest Lake, MN 55025

www.centuryfence.com

Borderline Fencing LLC

Estimate

Date: 3/29/2021

Blake Roth

134 6th Ave SE

Saint Joseph, MN 56374

Phone Number (320) 291-3827

Email: Borderlinefencing19@yahoo.com

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
	Total:	\$19,590.00

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

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.

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!

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

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

Print Full Name here

Date

Sign here

DRAFT



22.00075.00

22.00780.00

22.00775.00

22.01350.00

22.00641.00

WEST FOREST

2

fence

trash

trash

light pole

ball

water



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.

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Fall Fest 2021
Saturday, September 25, 2021
12:00- 4:00pm

Event Details as of May 11, 2021

NAME: Fall Fest

VENUE

Primary location - Library Park, 210 Maple Avenue W

- Site prep before the event (garbage, port a potty, etc.) – All Board Members
- Site clean-up after the event – All Board Members

ACTIVITIES

Live Musical Performance: Kenny Krona & Rick Stener

- Performers have committed to the event and the performance has been incorporated into ECRAC grant for Music in the Park. Grant awards will be announced mid-March.
- Performers will be located in the gazebo.
- Advertising for the live performance will be incorporated into Music in the Park.
- **Contact Cyrus and Ken? Do we still want.**
- **Magician?** Ken Norton
- **Juggler?** Cyrus Raivo

Food Trucks: **Get commitments for food trucks.**

- Kettle Korn (stand)
- Ice Cream Truck
- The Outlaw Grill-Food Truck, Albertville, MN 763-515-3358
outlawgrilltruck@gmail.com (Check)
-

Other Suggested Activities: **What activities do we want and contacts or sponsors.**

- Pumpkin painting
- Face painting Quality
- Hockey Shoot
- Dunk Tank
-
-
-
-
-
-

DONATIONS/ PARTNERS- Total LY \$1,030.00 **Jeff is working on donations any other suggestions.** Potential Sponsors:

- Minnesota Energy Resources-
- Spire Credit Union-
- SACKS
- BADGES
- NCBS
- Kwik Trip
- NNB
- FCB

MARKETING: Using old format unless someone wants to come up with something new?

- City of Mora Facebook page - Krie will coordinate.
- City of Mora newsletter (July) -Krie will coordinate.
- Music in the Park marketing materials will include live musical performance (newspaper ads, radio ads, printed schedules available at city hall, City website, etc.) -Krie will coordinate.