



City of Mora
Kanabec County, Minnesota
Meeting Agenda
Park Board

Mora City Hall
101 Lake Street S
Mora, MN 55051

Tuesday, September 8, 2020

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. Fall Fest
6. Reports
7. Adjournment



City of Mora
Kanabec County, Minnesota
Background Information
Park Board

Mora City Hall
101 Lake Street S
Mora, MN 55051

Tuesday, September 8, 2020

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. Candice Brockner, Jenna Fore, Sadie Hosley, Mickey Kringstad, and Jake Mathison.
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 August 4, 2020 meeting.
5. Fall Fest. The board will discuss final preparations for a community event scheduled for September 26, 2020. Adjust the enclosed event detail sheet as needed.
6. Reports. *(Each board and staff member will be given the opportunity to share information.)*
7. Adjournment. The next regular meeting is scheduled for Tuesday, October 13, 2020 at 6:00 pm.

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

August 4, 2020

Present: Candice Brockner, Sadie Hosley, and Jake Mathison
Absent: Jenna Fore, Mickey Kringstad
Staff Present: Public Works Director, Joe Kohlgraf, Activities and Recreation Coordinator,
Jeff Krie
Others Present: None

1. Call to Order. Chair Brockner called the meeting to order at 6:10 p.m.
2. Roll Call.
 - Brockner – Present
 - Fore – Excused
 - Hosley – Present via Webex
 - Kringstad – Unexcused
 - Mathison - Present
3. Adopt Agenda. Krie introduced item 5b Fall Fest flyer to the agenda. Motion by Mathison, second by Hosley to approve the August 4, 2020 meeting agenda as amended. All present voted aye. Motion carried.
4. Minutes. Motion by Mathison, second by Hosley to approve the July 14, 2020 meeting minutes as presented. All present voted aye. Motion carried.
5. Fall Fest. Krie presented staff that the City Council approved to move forward with Fall Fest 2020. Krie added Council requested to do whatever it takes to provide a safe environment to reduce and spread out activities as much as possible. Krie reminded Park Board that each member needed to attend and if possible, line up other volunteers for this event. Discussion moved onto how many volunteers will be needed at each event. Krie noted that all performers have committed and will be sent performance agreements. That all Food Vendors have committed and given permits to fill out and return. Krie stated that he will reach out to food vendors to make sure they arrive on time and ready to go. Brockner stated that they would like to go forward with Face Painting if Lia from Quality Disposal was okay doing it. Krie stated that staff would not like this activity at this year's Fall Fest events Krie said he would bring it back to staff to see if it could be worked in. Brockner brought up Corn Pit for an activity suggested by Jenna Fore after discussion it was decided to have this activity in next year's event. The Board decided to just go with the five activities if face painting could not be allowed. Krie stated to staff that \$1057.00 has been raised to help with ads, flyers, supplies and to pay performers. Krie asked if board wanted to discuss COVID-19 suggestions and some ideas were discussed. Brockner felt COVID-19 discussion should be held next month when more members are

presented. Krie asked that the Board to reach out to Kringstad to see if breast feeding tent is available. Site plan was discussed by board to where activities should be placed. Brockner suggested to reach out to all Park Board members to make sure all are attending in September or communicate via email for Fall Fest.

6. Project Updates.

Kohlgraf reported to the board the following.

- Lions Club had yet to hold meeting to discuss putting cameras at Lions Park.
- RV Dump station will be available soon.
- Vandalism on the slide at Library Park was taken care of.

Krie reported to the board the following.

- Music in the Park was going well with great weather and about 60-100 at each event. Circles were working well for social distancing.
- Mora Rocks the Park had good success early, but participation has dropped off in the last two events.
- Dog Park was doing well 21 members in their group and Joe and Jeff were meeting members at the Old Wastewater Plant to discuss issues or concerns. Funds of \$10,000 had been committed by various donors. Hosley commented they had \$8,000 committed additionally to the \$10,000

7. Adjournment. Motion by Mathison , second by Hosley to adjourn the meeting. All present voted aye. Meeting adjourned at 6:50 p.m.

Candice Brockner, Chair

Jeff Krie, Secretary

Fall Fest 2020
Saturday, September 26, 2020
12:00- 4:00pm

Event Details as of September 8, 2020

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
- Mayor has pointed out at the last council meeting on July 21, 2020 that all Park Board Members should attend. How many volunteers needed?

Alternate location - None **(Board** may wish to think about securing an alternate location in case of bad weather. Ideas?) None

ACTIVITIES

Live Musical Performance: Will Hale

- Performers have committed to the event and the performance has been incorporated into ECRAC grant for Music in the Park band only.
- Performers will be located in the gazebo.
- Advertising for the live performance will come from sponsors.
- **Will Hale** set up 2pm play 3pm-4pm, Paid, Music in the Park
- **Magician** Ken Norton 1-hour 12:50pm-2pm, \$300.00 agreed
- **Juggler** Cyrus Raivo 30-40 min 12pm-12:40, \$50.00 agreed.

Food Trucks:

- Kettle Korn, Confirmed, Approved
- Ice Cream Truck, Confirmed, Approved
- Steven D's Food, Confirmed, Approved
- KTown Street Foods, Korean-Mexican Fusion Food Truck, Confirmed, Pending

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

- Pumpkin painting, Coburns confirmed bring own help (4)
- Tic Tac Toe. Two volunteers to clean up after use.
- Hay Maze, Chamber confirmed, two or three volunteers to help.
- Pickleball? Pending One volunteer
- Hockey Shoot the Puck, MAYRA will bring own help
- Dunk Tank, Anytime Fitness, **where to place?**
- Louise Smith recommended a Scarecrow contest she would be will to pay \$150.00 in prize money for the person of, 8 or 9 years old to the age of 15, to the best looking scarecrow. Must be made of straw and stand on a post? Would be brought to Fall Fest not made there. 1 or 2 volunteers to help out. Board voted no.
- Corn Pit, look at doing 2021

DONATIONS/ PARTNERS- Total LY \$1,030.00 Jeff is working on donations any other suggestions. Total TY \$1,220.00

- Minnesota Energy Resources - \$100.00
- Spire Credit Union - \$100.00
- MAYRA- Hockey Shoot
- NNB - \$500.00
- FCB - \$250.00
- Fore Chiropractic - \$150.00
- North Country Bottle Shop - \$120.00

MARKETING: Working on new format will send out in a week or two via email?

- City of Mora Facebook page – Lindy posted.
- City of Mora newsletter (July) -**Krie** will coordinate. Due to COVID did not make timeframe
- Music in the Park marketing materials will include live musical performance (newspaper ads \$467.00, flyers \$20.00, printed schedules available at city hall, free, City website free, etc.) -**Krie** will coordinate.
- 15D 332's Backpack Friday -**Krie** will coordinate (unless there's a board member willing?). Do they send stuff out during the summer, **contact person.?**

What COVID precautions do we need to take:

- Promote Social Distancing
- Circles in grass for performances
- Tape off or fence off gazebo.
- Hand Sanitizer get 12.
- Wash Stations? Can we even do
- Spray off markings on 6ft distance on events.

- Breast Feeding Tent: Can we get this year?

SET-UP

The board should develop a plan for the following at its September meeting:

- timing of event set-up 9 or 10am.
- final locations for each activity
 - The site plan included in the approved Special Use Permit is attached as well as a blank copy.
- Coordination with community partners
- determine which board and staff members will be available to assist and when
- Anything else???

Working Document

City of Mora

Fall Fest



"Don't Leaf the Park Yet"

Saturday, September 26th

12:00 p.m. - 4:00 p.m.

Library Park

Family Activities

Pumpkin Painting

Tic Tac Toe Toss

Speed Zone

Hay Bale Maze

Pickle Ball

Dunk Tank

Food Trucks

Backwoods Kettle Corn

Steven D's

Ice Cream Machine

KTown Street Foods

Entertainment

Cyrus the Juggler Show

12:00 pm - 12:40 pm

Old Man Magic Show

1:00 pm - 2:00 pm

Will Hale Childrens Band

3:00 pm - 4:00 pm

For more information visit:

ci.mora.mn.us or  @cityofmora

Community partners and sponsors:

City of Mora/City of Mora Park Board · Coborns · Mora Area Chamber of Commerce · Mora Area Youth Recreation Association · Recovering Hope Treatment Center · First Citizens Bank · Neighborhood National Bank · Spire Credit Union · Minnesota Energy Resources · Quality Disposal · Fore Chiropractic and Wellness Anytime Fitness · Northern MN Suicide Prevention/Crisis Text Line · North Country Bottle Shop

This event is held in conjunction with Music in the Park and is organized by City of Mora and its Park and Recreation Board. The live musical performance portion of this event is made possible by the voters of Minnesota through a grant from the East Central Regional Arts Council and a legislative appropriation for the Arts and Cultural Heritage Fund.

An inherent risk of exposure to COVID-19 exists in any public place where people are present. By attending the event, you voluntarily assume all risks related to exposure to COVID-19. Attendees are encouraged to take everyday preventative actions to help prevent the spread of respiratory illnesses including: stay home if you are sick, practicing physical distancing, wear a face mask, cover coughs and sneezes, and clean your hands often. No smoking is allowed at Library Park.



Properties

Open for residents to get out drive

CITY OF MORRIS
LIBRARY PARK

* NOT TO SCALE

