

2022 Public Works – Parks and Facilities Budget - Discussion Document

Introduction

Public Works – Parks and Facilities Division is responsible for the development and upkeep of 22 parks that are within the city limits. We work with and for all departments to add value to citywide operations through these general initiatives:

- ✓ Knute Nelson Ball Park
- ✓ Mowing/Trimming
- ✓ Flowers/Landscaping
- ✓ Recreational Ice
- ✓ Snow Removal
- ✓ Tree Removal/Trimming
- ✓ Building Maintenance

PBB Inventory & Costing Estimate

Program	hrs/yr	%
Knute Nelson Ball Park		7%
Mowing/Trimming		30%
Flowers/Landscaping		13%
Recreational Ice		17%
Snow Removal		13%
Tree Removal/Trimming		10%
Park/Building Maintenance		10%
Total		100%

Based on 6 FTE



The following includes some of the activities within each program element noted in the PBB estimate table above:

Program: The Knute Nelson Ball Park is an awesome setting for a ballpark. The ballpark is used by numerous local teams of all ages. There are over 100 games played during the season. We are responsible for the maintenance and upkeep of the facility.

The ballpark is also being rented for more non-baseball event. In 2021 we have Habitat For Humanity Hard Hat Fundraiser Event and KXRA Craft Beer Tour.

COVID Pandemic of 2020 –the ball field use was limited. Once teams were able to get on the field, teams had to adapt to new ways of practicing with social distancing. In 2021 the field is in full usage with no restrictions.

Program: Mowing/Trimming – We have 22 parks in the city limits that we maintain along with other areas including the Police and Fire Dept, Liquors Stores, City Hall and other open areas. There are about 250 acres of turf that that is mowed and trimmed on a weekly basis with some twice a week. This work is done to make the parks an inviting place for residents and visitors to enjoy

Program: Flowers/Landscaping – the city has several beautiful flower gardens that are visitor attractions. We also maintain the hanging flower baskets and the landscaped areas on every corner that line the downtown business district. Staff plans out each area and works with a local nursery who orders and plants the flowers. Staff assist in the pre-planting maintenance of the plants, which includes pinching back and some fertilizing. Staff then prepares the flowerbed and starts he planting process about middle of May.

Program: Recreational Ice – Noonan's Park in the summer time is a great place to take a walk and feed the ducks/geese. In the winter time, the pond freezes over and the landscape turns white. We erect two outdoor skating rinks and have a large open area for young and old to enjoy the sport of ice skating and the outdoors. We also have a staffed warming house for visitors to enjoy. Also at Fred Foslien Park in the Victoria Heights neighborhood we clean off and maintain the water retention holding pond for free skating. This was an agreement with the neighborhood resident when the City installed the retention pond in the park.

Program: Snow Removal We are also involved in the snow removal process city wide in a snow event. This involves staff plowing streets and alleys, parking lots, Broadway sidewalks and other sidewalks that abut city property. We also have a lot more walking paths and sidewalks with the addition of Scenic Height Road trail and Hwy #29 from 18th to 44th Ave.

We also post and mitigate nuisance complaints of sidewalks that property owners neglected to remove snow from them as per city ordinance.

Program: Tree Removal/Trimming – we are responsible for all the trees in the city Right of Way, parks, city facilities and other areas. We trim trees an annual basis to maintain good tree shape and health. We monitor and eliminate hazard and diseased trees as needed. We have a reforestation plan in place where if a tree is removed – we replace it.

Working with DNR Forestry Division on a grant for a tree inventory and preparedness plan for the Emerald Ash Bore that is spreading in Minnesota and getting closer to our area.

Program: Park/Building Maintenance – as the Parks and Facilities Division for the city, we are responsible for the maintenance and upkeep of all 22 parks and buildings that are within them.

We are also tasked with light maintenance/repairs to all other city owned facilities is department heads need assistance. We mitigate nuisance complaints related to property owner not complying with tall grass and debris ordinance.

Staffing: I am proposing a Full-Time Team member. Our staff can not keep up the pace they are going. There are some many things that have not kept on due to lack of manpower. Just take a drive to all the parks and see.

Can not find Part-timers over 18 years of age that want to work 29 hours and no benefits. I had budgeted for 3 PTers and could only find 1. Interviewed and offered them jobs but then stated they wanted more hours and fulltime hours.

Jobs not being completed – early season mowing – received several complaints of tall grass in parks, some parks have yet to be trimmed and grass around poles, fence lines are knee high. Tree trimming along streets – calls from bus drivers and garbage truck that branches hanging low and hitting trucks. I have been out doing a lot of labor to help the staff out and that cuts into my time and things that I need to do to manage and run my part of the dept and city. I end up doing computer work after hours and putting in about 50+ hours week.....

We are down 3 staff from several ago and the work load hasn't changed..... My staff and I need extra help! Thanks