

PARK BOARD MEETING
MONDAY JULY 25, 2022
6:00 PM CITY HALL COUNCIL CHAMBERS
680 BYRON MAIN COURT NE, BYRON MN 55920

*To Provide Valued Public Service and Guide the City with Innovative
Thinking Toward Smart Growth.*

- 1) CALL MEETING TO ORDER
- 2) APPROVE AGENDA
- 3) CONSENT AGENDA
 - 3.a [Park Board Minutes - May 16, 2022](#)
- 4) COMMUNICATIONS, REPORTS AND PETITIONS
 - 4.a [Byron Community Newsletter - May & June; FYI](#)
 - 4.b [Monthly Budget; FYI](#)
 - 4.c [Park Department Update - Verbal](#)
- 5) PUBLIC HEARING - *None*
- 6) GENERAL BUSINESS - *None*
- 7) UNFINISHED BUSINESS - *None*
- 8) NEW BUSINESS
 - 8.a [Pickleball Nets for Middle School](#)
 - 8.b [BCRC Drainage](#)
 - 8.c [Byron Mini Golf Course](#)
- 9) PUBLIC COMMENTS
- 10) ADJOURN



**CITY OF BYRON,
MINNESOTA**

DATE: July 25, 2022

Originating Dept: Administration

Introduction: Park Board Minutes - May 16, 2022

Request for Action:

Background /Justification:

Fiscal Impact:

Staff Recommendation:

Preparer: Kelli Cheney

ATTACHMENTS:
[5.16.22 Park Minutes.pdf](#)

BYRON PARK BOARD MEETING
MONDAY, MAY 16, 2022
6:00 PM CITY HALL COUNCIL CHAMBERS
680 BYRON MAIN COURT NE, BYRON MN 55920
*To Provide Valued Public Service and Guide the City with Innovative
Thinking Toward Smart Growth.*

- 1) **CALL MEETING TO ORDER** - Chair Frechette called the meeting to order at 6:03pm on Monday, May 16, 2022.

Members Present: Melissa Frechette, Tracy Lermon, Gary Mills

Members Absent: William Clark, Martin Koza

Also Present: Lead Parks Jeremy Kaup, Public Works Superintendent Tom Ricke, Council Advisor Justin Blom

- 2) **APPROVE AGENDA** - Motion made by Member Lermon, second by Member Mills to approve the agenda. Motion carried unanimously.

3) **CONSENT AGENDA**

- 3.a. **Park Board Minutes - March 28, 2022** - Motion made by Member Lermon, seconded by Member Mills to approve the minutes as written. Motion carried unanimously.

4) **COMMUNICATIONS, REPORTS AND PETITIONS**

4.a. **Byron Community Newsletter - March & April; FYI**

4.b. **Monthly Budget; FYI**

4.c. **Park Department Update - Verbal; FYI** - Kaup just gave the board a quick update on all the park items going on. Tom wanted to thank the school class that is assisting with the mini golf course south of the highway. The kids are remarkable and it has been really great working with them.

4.d. **BCRC Update; FYI** - Ricke gave an update on the BCRC complex and elaborated more on the soccer association requesting more field space. Ricke stressed that the field space needs to be more versatile and is trying to find an alternative for them. He also brought up the concern of parents parking in the drive at BCRC but feels this situation has been addressed.

- 5) **PUBLIC HEARING** - *None*

- 6) **GENERAL BUSINESS** - *None*

- 7) **UNFINISHED BUSINESS** - *None*

8) **NEW BUSINESS**

- 8.a. **Swimming Pool Update** - Ricke gave an update on the swimming pool. The paint is not adhering to the walls of the pool. The contractor believes sandblasting the pool to the bare concrete will help the paint adhere. They are going to try a section to see if the sandblasting will work. Staff is waiting for a cost estimate from the contractor as they are not sure what will work yet. Staff is asking for authorization to work with the contractor on getting the cost estimate and moving forward if funds are available. Motion made by Member Lermon,

seconded by Member Mills to approve city staff to work with the contractor for repair work to the pool. Motion carried unanimously.

- 8.b. **Seasonal** - Motion made by Member Mills, seconded by Member Lermon to allow staff to hire additional seasonal staffing as needed. Motion carried unanimously.
 - 8.c. **BCRC Concession Stand** - Ricke summarized his meeting with the businesses that were interested in running the concession stand and explained how staff chose a winner. Wildwood was the business that won the contract for the season. Staff is looking for authorization to enter into the contract for the 2022 season and negotiate the terms of the contract that is in the best interest of both parties. A discussion was held on how much the city is looking to get out of it. Staff feels that the city should just focus on breaking even and not worry about making a profit off it. Motion made by Member Lermon, seconded by Member Mills to approve to allow staff to work with Wildwood Sports Bar and Grill to establish a reasonable contract as it pertains to the BCRC concession stand. Motion carried unanimously.
- 9) **PUBLIC COMMENTS** - Chair Frechette called for public comments three times
 - 10) **ADJOURN** - Motion made by Member Mills, seconded by Member Lermon to adjourn the meeting at 6:57 pm. Motion carried unanimously.



**CITY OF BYRON,
MINNESOTA**

DATE: July 25, 2022

Originating Dept: Administration

Introduction: Byron Community Newsletter - May & June; FYI

Request for Action:

Background /Justification:

Fiscal Impact:

Staff Recommendation:

Preparer: Kelli Cheney

ATTACHMENTS:

[May Community Newsletter 2022.pdf](#)
[June Community Newsletter 2022.pdf](#)

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ARTICLES & PHOTOS
BY GRETTA BECAY

BYRON COMMUNITY NEWS

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Volume 4 | Issue 5 | May 2022

Bear Paw Coffee opened May 20

Angie and Gerritt Clark and their children Andrew and Gracie are ready for their long-awaited dream to become a reality. The family-owned drive-through coffee shop, Bear Paw Coffee at 190 High Point Pl. NE, opened on May 20. Their menu can cater to almost every preference in their customer base.

"We'll have drinks for caffeine-drinkers, non-caffeine drinkers, and for anyone wanting to refuel after their workout with a protein coffee or smoothie. We'll also have kids' drinks - see our Cub Menu - and of course we'll have Pawpaccinos for our four-legged friends." The coffee shop will serve breakfast sandwiches and will have bakery items provided by Roasted Bliss Bakery. Roasted Bliss is owned by Stephanie Donovan of Byron and Ali Johnson of Rochester. Angie explained there will be seasonal and other different drinks to celebrate community events. "We'll be relying on our talented baristas to create and name our upcoming specialty and seasonal drinks," she said.

What prompted the Clarks to take this giant step into entrepreneurship? "We believe Bear Paw Coffee will fill a long-awaited void in Byron. Who doesn't love high quality coffee with friendly, efficient service? We are excited to partner with our community neighbors, Trail Creek Coffee Roasters for their craft roasted specialty coffee," commented Angie. Trail Creek Coffee Roasters is in Kasson and is owned by Jim and Crystal Whitmarsh.

Bear Paw Coffee will stand out in other ways, too. "We aim to be locally sourced and community inspired," said Angie. "Our menu was developed from the results of a community survey asking what our future customers wanted us to serve. As many products as possible will be sourced from local small businesses and we will seek community involvement whenever possible."

The Clarks have experience in the service industry at a few different locations and Gerritt has worked in his family's business, Clark Concrete, for many years. "We also really got a sense of business ownership through a family bar business in Rochester where we held management positions. We were sad to see that family-owned business go as we had made so many friends and connections there."

The family had moved to Byron in 2007 and, "...we've noticed repeated requests to have a coffee shop in our town and we wanted to fill that void in the community. Over a year ago we started really looking into the details of what it would take. One thing led to another, things



Angie and Gerritt Clark of Byron and their children, Andrew and Gracie are excited to announce their family-owned drive-through coffee shop in central Byron between Subway and Anytime Fitness opened on May 20. Bear Paw Coffee at 190 High Point Pl. NE, will be offering a variety of coffee drinks, smoothies, shakes, and non-coffee drinks as well as pastries and breakfast sandwiches.

continued to align, and here we are!" Angie explained that the barista team will be led by general manager Britni Webber and assistant manager Emily Nack. The two women bring years of combined service in the coffee industry to the new shop.

To contact the Clarks, email [BearPawCoffeeByron@hotmail.com](mailto: BearPawCoffeeByron@hotmail.com) or visit the Facebook page www.facebook.com/bearpawcoffeebyronmn

CITY PARTNERS WITH MIDDLE SCHOOL CLASSES TO RENOVATE MINI GOLF COURSE



A large group of Byron middle school students worked hard on cleaning up the miniature golf course on the south side of Highway 14 across from the west Kwik Trip in late April.

When teachers at the middle school and city officials talked about ways students could give back to the community, the idea of helping renovate the mini golf course was born. Students in two STEM classes and the Industrial Technology class at the school are working to make marker signs for the different holes and bridges and steps for the course. The city owns the course and Public Works Superintendent Tom Ricke said city officials are very pleased with the students' efforts. "It's great to have this type of partnership with the Byron schools," he said. The city acquired the course when it purchased the land from the former owners of 'Links of Byron.'

City workers have worked many hours since the acquisition to clear the land of the structures, brush and trees that were there. Having the students help with the cleanup is a real bonus to the city, said Tom.

The Minnesota Department of Transportation plans to build an interchange at that location sometime in the future. Therefore, the land must remain undeveloped. Plans for the interchange include moving that portion of Highway 14 south of its present route onto the golf course land. This interchange plan causes the least amount of disruption to the developed property on the north side of Highway 14. The remainder of the land the city purchased - approximately 10 acres - is under contract to be sold to a construction equipment company.



Byron firefighters inspected and tested firehoses and completed the annual firehall maintenance on May 7. Every spring, the firefighters test each firehose by unrolling it and running water through it. The hoses must be able to stand up to high water pressure when they are needed in the field, so the firefighters inspect each hose carefully for any signs of weakness. They also do a deep spring cleaning of the firehall, and they inspect each truck and all equipment to be sure everything is ready to roll when an emergency call comes in.

CITY OF BYRON MISSION STATEMENT:

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Sirens mean seek shelter now

Each Wednesday at 10 a.m. between April 1 and Oct. 1, outdoor warning sirens in Olmsted County are sounded for three minutes to test the emergency alert system. The four sirens serving Byron are at Third Ave NE and Fourth St.; 600 Third Ave. NW, the Byron High School; and 1291 Seventh St. NW.

If the sirens go off at any other time and it is not a special test, that's the signal to get inside, move to an interior room away from doors and windows and listen to a NOAA Weather Radio, or to a local radio or TV station for current information. Those broadcasts will also notify the public when the warning has expired. As summer approaches, warmer weather will bring more thunderstorms and sometimes tornadoes to Minnesota. The peak tornado months include May, June, July, and August. Although there are tornadoes in earlier and later months; historically, those are the months when the most tornado damage occurs.

Captain Jonathan Jacobson, Olmsted County Emergency Management Director said, "Before making plans for outdoor activities or travel, please check your local forecasts. If severe weather is forecasted, please remain weather aware, as severe weather can strike quickly. There is not an 'All Clear' signal given via the outdoor warning sirens. It is important to remember the outdoor warning sirens are meant to warn residents that are outside of an occupiable structure (meaning a building

with plumbing and electricity). Outdoor warning sirens were never intended to be heard indoors, although depending on how close you live to one, they certainly can be."

He also explained that Olmsted County has an extensive storm spotter network when big storms are headed this way. That network of volunteers, law enforcement, and fire department personnel feed active weather information to Olmsted County Emergency Management personnel, who then relay that information to representatives at the National Weather Service (NWS) in LaCrosse, WI. NWS personnel are also continually monitoring weather systems in the region. Personnel from that office notify the Emergency Management Division of the Olmsted County Sheriff's Office of impending dangerous storms and Olmsted County Emergency Management personnel activate the outdoor warning sirens in the communities that could be at risk.

The Storm Prediction Center website is at <https://www.spc.noaa.gov/>

The 2021 Water Quality Report is now available.

To obtain a paper copy, please contact City Hall at 507-775-3400.

To view the report online please visit www.byronmn.com/waterquality

Ihrke family designed Byron's flag



Jeff Ihrke and his daughter Allison designed the Byron city flag. Their simple, striking design won the design contest in 2006.

In 2006, the city of Byron held a contest to design a city flag. Many people entered the competition but Jeff Ihrke and his daughter Allison won the contest with their simple, clear design of a three-striped flag. The blue stripe on top has five stars, the bear in the middle is on a white stripe and a green stripe is on the bottom.

Jeff explained, "Alli and I sat down together and thought of different things that pertained to Byron. One of the versions we created used black and gold for the school colors. We wanted to expand beyond the school's colors, so we did a little research about Byron. We found out that originally, the village that became Byron was called Bear Grove. We thought the flag should bring Byron back to its roots.



Mark your calendars for Byron's Good Neighbor Days, July 14 - 17, 2022. Learn more online at www.byrongnd.com

Garbage hauling companies limited to two in Byron

After July 1, only two trash hauling companies will be licensed to pick up garbage and recycling on scheduled routes in Byron. The two haulers are Hometown Haulers and Waste Management. Scheduled route customers of Sunshine Sanitation will be serviced by Hometown Haulers. Pricing will remain the same. The pick-up day had been changed to Tuesdays. Sunshine Sanitation is contacting their Byron customers with more information about the change.

Garbage trucks are heavy, huge trucks that cause traffic snarls and a lot of wear and tear to city streets. Years ago, Byron had five trash haulers licensed to haul trash on scheduled routes. Quiet residential streets could have up to five different companies picking up trash in their neighborhoods on many weekdays.

After lengthy discussions, members of the city council decided to limit the number of haulers within city limits to two. The reduction in the number of companies would occur through attrition. The council approved an ordinance in late 2019 stating that the existing trash hauler companies could continue to be licensed to haul in Byron. However, as companies were sold or closed, the licenses would not be transferable. Through this process of attrition, the number of trash haulers has decreased until there are now only two haulers licensed in Byron.

In March of this year, Sunshine Sanitation - one of the remaining three trash haulers in town - sold and is therefore no longer a licensed hauler in Byron. City officials are allowing the business the opportunity to haul trash until July 1.

Once we decided on a bear, we then added the green for grass, and the blue for the sky. We went through a few different versions and then added the white as a third stripe. We thought 'Byron is a five-star city,' so that's where the stars came from. We wanted to keep it simple and hone in on the basic pieces. Lee Herold of Herold Flags helped judged the entrants. The contest was something fun to do together and we were lucky enough to have our flag picked to represent Byron."

BYRON'S NEW STREET SWEEPER HAS DUAL CONTROLS

When spring arrives, city workers begin the rounds of sweeping all public streets and parking lots. With the new sweeper, purchased late in 2020, the job is easier. Byron's old street sweeper was 26 years old, explained Lead Foreman of Public Works, John Bausman.

"The new sweeper has dual brushes and dual controls in the cab and has a lot better dust control both for the inside the cab and out. It is also equipped with better warning lights and the drivers have a better range of vision. The new sweeper has dual controls - yes two steering wheels - and dual brushes. So, we are also able to sweep islands now without going against traffic."



Street sweeping is one of the many activities staff members of Byron's Public Works Department schedule in the spring. The city was able to purchase a new street sweeper late in 2020 and it has many advantages over the previous one.

City workers sweep all public streets and parking lots at least twice a year. In the spring, sand that was spread at intersections to help drivers navigate icy stops is still on the roads and it works its way into the gutters. Sweeping the gutters and streets with this machine helps keep this debris out of the storm sewer system which saves the city money because it cuts down on the costs to clean that system and to dredge the settling ponds. The entire storm sewer system is designed to allow only clean water to flow into streams and rivers. In the fall, the city sweeps to keep leaves out of the drains and storm sewer system.

John also explained that the city sweeps for special events such as the big parking lot at the Byron Community Recreation Complex before the Good Neighbor Days activities and the parade route both before and after the Good Neighbor Days Parade.

The sweeper has a loud back-up beeper and visibility triangles. Please give the machine a wide berth as it cleans up our streets.

Water rationing is now in effect in Byron. If your house or business address is an odd number, water your landscape only on odd days and if your address is an even number, water only on even days. No watering between noon and 6 p.m.

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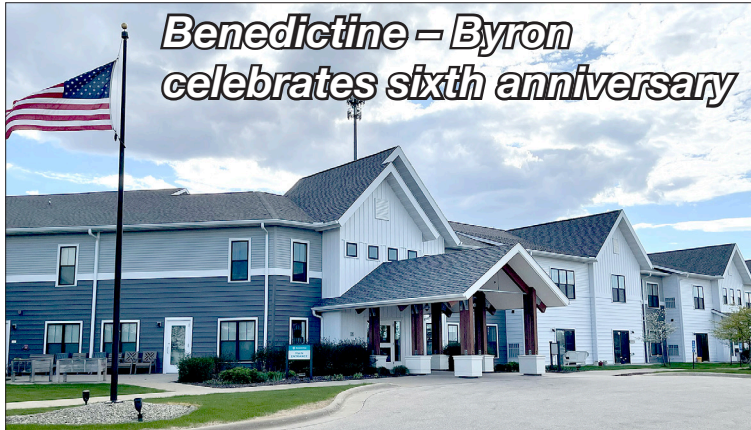
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Volume 4 | Issue 6 | June 2022



Benedictine – Byron celebrates sixth anniversary

The Benedictine Living Community - Byron is celebrating its sixth anniversary and from the very beginning, the facility has offered a peaceful, clean, caring environment for its residents and visitors. The facility has integrated into the community seamlessly and hosted numerous activities with its community partners including local schools and service clubs. Most recently, young ladies dressed for the high school prom came by and showed their finery to residents so they could witness their own mini-grand march.

The facility, at 551 Byron Main Ct. NE, opened in 2016. The campus is part of the Benedictine Health System of Duluth, which has more than 40 senior care communities in five states. Since opening, the facility and its residents have become an important part of the community. Many activities have been hosted including reading with students from local schools, car shows, seminars about healthy living habits, and veterans' breakfasts and lunches.

Before COVID, members of the local high school football team visited residents every Saturday and helped with small tasks. One group of students bought over flower arrangements they had made for the residents and another

group brought over that year's competition robot and put it through its paces. Licensed Assisted Living Director Marie Peterson is anxious for such activities with community members to start up again.

The Byron campus has 20 independent living apartments with one or two bedrooms; 16 assisted living apartments all with one bedroom; and 14 memory-care studio apartments. The building is 53,000 square feet in size. There are some garage spaces available for residents.

Within the building, there are dining areas and common spaces for each level of care and there is a multipurpose room - which also serves as the chapel - a fitness area, a salon, a therapy room, and both private patios and patios off the common areas. Each year, community gardens are available for residents to use for their own plants. The independent living apartments have stackable washer/dryer units and electric ranges with wall hoods.

Inquiries for more information can be directed to Marie at: (507) 315-3608, email:

marie.peterson@benedictineliving.org
The facility's website is
www.benedictineliving.org



The 2020 census lists Byron's population as 6,312 and that is the number that will be on Byron's population sign until after the 2030 census. That's about a 28% increase from the 2010 census when 4,914 residents were counted. At their meeting June 14, city council members learned that as of April 1, 2021, the state demographer estimated Byron's population to be 6,553, an increase of 3.82% from the 2020 census.

Byron Veterans Memorial groundbreaking draws a crowd

Well over 100 people attended the groundbreaking ceremony for the Byron Veterans Memorial held on Memorial Day at the future monument's location near the bear roundabout. Byron city leaders dug up shovels-full of dirt at the site to launch the construction which will begin this summer. They were Jim Prechel, Jose Perez, Daryl Glassmaker, Aaron Miller and Carl DeWaard.

The event began promptly at noon with the traditional raising of the American flag to full staff for the ceremony. Isaac Pries sang the National Anthem.

Aaron Miller, chair of the fundraising committee for the memorial, told the crowd that in one year, more than half the money needed for the memorial had been raised. The outpouring of support has been phenomenal. He thanked the Byron City Council, the Chamber of Commerce, the Lions Club, the Byron American Legion, the Southern Minnesota Initiative Foundation, the Byron Community Founda-

tion, and the many individuals who have donated their time and money to bring this dream into reality. He explained that the granite for the monument was from a quarry in Minnesota.

Byron Mayor Daryl Glassmaker commented on the "great turnout and the great day." He said that the memorial was not only for the fallen but for past, present and future veterans to visit and reflect on their service.

Byron American Post Commander, Carl DeWaard, talked about the origins of the idea for a memorial in Byron and said the location was selected after the bear roundabout was completed. He wanted the monument to be in a very visible location. He wanted it to be inviting, to draw people in, and to urge them to, "come take a look at this country's local heroes."

Carl thanked the men on the committee who have worked tirelessly to bring this project to fruition. They include Travis Nemechek, Bob Pries, Jose Perez,



Jim Prechel, Chad Bielen and Brian MacGregor.

Donations are still needed to complete the monument. Donations can be mailed to: Byron Community Foundation, P.O. Box 551, Byron, MN 55920 or online at: www.byroncnf.org

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BYRON HAS THREE NEW VOLUNTEER FIREFIGHTERS



Drew Thorson, Preston Satzke, and Luis Lujan are new firefighters in Byron. The department serves the city of Byron and the townships of Kalmar and Salem.

Drew Thorson, Preston Satzke, and Luis Lujan have joined the Byron fire department as its newest volunteers. These three men had various reasons for volunteering their time to such a worthy pursuit.

Drew Thorson, 31 graduated from Rochester Century High School and from St. Mary's University in Winona with a bachelor's degree in criminal justice. He worked at the Olmsted County Sheriff's Office in the Adult Detention Center as a Detention Deputy for the past 6+ years. He recently accepted a new position with the Olmsted County Attorney's Office as an administrative assistant. He and his wife, Rachel – who serves as a Byron First Responder – and their Doberman Niko, moved to Byron in 2020. Drew is the son of Kristy and Barry Thorson of Rochester.

Drew explained that he has been interested in volunteering and public service all his life. He served as a firefighter with Pickwick Fire and Rescue when he attended St. Mary's University, and he appreciated the teamwork and the brotherhood of the fire service. He admires the fact that the volunteers are from all walks of life, but they come together and work as a team during training and calls. He also highly values helping people, the goal of all firefighters.

Preston Satzke graduated from Byron High School last year. He has served as a cadet in the fire department and was glad to be able to join as a firefighter after he graduated. He enjoys being able to serve his community in this way. "I joined the fire department to be able to help people," he said.

Preston is graduating with a two-year associates degree from Winona State University in June. He is starting a new position with the Rochester Police Department as a Public Safety Communications Dispatcher in June also.

Luis Lujan, 47, moved to Byron in 2012. He has his masters and doctoral degrees in Biomedical Engineering from Case Western Reserve University in Cleveland. He works at the Mayo Clinic as a Senior Associate Consultant II Scientist in the departments of Neurosurgery, and Physiology and Biomedical Engineering. He is also the program director for multiple diversity training programs in the Mayo Clinic College of Medicine and Science as part of the Office for Education Diversity, Equity, and Inclusion. He is also the Associate Dean of Student Affairs at the Mayo Clinic Graduate School of Biomedical Sciences.

Luis is married to Wendy and the couple has four children, Jordan, Brian, Evan, and Emily. Luis is a volunteer firefighter because, he said, "I have always admired the selflessness and altruism of everyone who has the honor to wear that uniform. I love helping people, but I never thought I had what it took to have the privilege of putting on that uniform." But with his family's approval and support, Luis applied to the department and when he received the call that he was accepted, he said, "I could not believe it and it took me a few seconds to process it. I almost cried. I guess I had not fully realized how much it meant to me until that moment." He said he did not fully grasp the meaning of, "When you join, you become part of a family." But after one of his first training sessions, the concept became crystal clear. He described it.

"I was learning how to use one of our tools, my foot was slipping on a muddy hill, and I started to be pushed back due to force of the tool I was using and the resistance of the material I was pushing against. Before I knew it, I felt multiple hands on my back helping me keep my balance and multiple boots underneath my feet, preventing my foot from slipping and allowing me to complete the task. That is a feeling I cannot describe. It is pure selflessness and the pursuit of team goals that I had never experienced. People had my back even before I knew I needed help. I am extremely privileged to work with this group of individuals where there is no "me". It does not matter who is the strongest, the fastest, or who gets recognition. There is no hidden agenda. We are a family, and our goal is to be there for each other and for everybody who needs us during what could be their worst day."



The first group of advertising banners have been installed on the out-field fences at the Byron Community Recreation Complex at 1650 Fourth St. NE and at Old Towne Park at 126 Byron Ave. N. The banners are made of a finely woven mesh that allows wind to pass through but are opaque enough so the printing stands out. There is room left on the fences for more banners. Applications are available at city hall and on the city's website. Revenue from the banners will be used to help purchase a scoreboard at BCRC.

Swimming Lessons are now available for sign up!
 The first session of lessons begins July 12 and the second session will begin August 2. Registration for the second session will open approximately two weeks before classes start. The link to register for swimming lessons is:
https://byron.cr3.rschoolday.com/.../getc.../program_id/13



On June 4, the new Bear Paw Coffee, 190 High Point Pl. NE, was the site of a pop-up vendors' fair in Byron. It was the coffee shop's grand opening and an opportunity for the public to meet 'Brewtus' bear, who saunters around the corner of the building. Rain showers didn't slow down the action as the vendors had set up canopies over their wares. Owners Angie and Gerritt Clark said the event was very successful.



Many Byron senior citizens attended a get together at city hall on June 15. The group has not met since Feb. 2020. Members voted to make the regular meeting date the third Wednesday of each month. Every other month, lunch will be catered, and the lunches in between will be potluck. There will be entertainment at each event.

The next potluck lunch will be at noon July 20 in the basement of city hall. Byron Community Education Director Jennifer Dole will talk about remodeling plans for the District Administration and Community Services Building at 630 First Ave. NW. Designs include a specific section set aside for a Senior Center. For more information about the group or meetings, please contact Joni Prigge at 507-319-4306.

#WeAreByron



**CITY OF BYRON,
MINNESOTA**

DATE: July 25, 2022

Originating Dept: Administration

Introduction: Monthly Budget; FYI

Request for Action:

Background /Justification:

Fiscal Impact:

Staff Recommendation:

Preparer: Kelli Cheney

ATTACHMENTS:

[Parks - Rev-Exp Report - 5.31.22.pdf](#)
[Parks - Rev-Exp Report with Activity - 5.31.22.pdf](#)
[Parks - Rev-Exp Report - 6.30.22.pdf](#)
[Parks - Rev-Exp Report with Activity - 6.30.22.pdf](#)

PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	2022		AVAILABLE BALANCE
		ORIGINAL BUDGET	YTD BALANCE 05/31/2022	
Fund 101 - GENERAL FUND				
Expenditures				
Dept 45200 - Park Department				
101-45200-40101	SALARIES & WAGES	145,794.00	60,243.60	85,550.40
101-45200-40120	BENEFITS	49,938.00	22,050.92	27,887.08
101-45200-40207	EDUCATEEXP/MEMBERSHIP/PERMITS	2,500.00	232.94	2,267.06
101-45200-40211	OPERATING SUPPLIES	34,000.00	6,893.18	27,106.82
101-45200-40221	SMALL TOOLS & MINOR EQUIPMENT	3,000.00	607.74	2,392.26
101-45200-40300	PROFESSIONAL SERVICES	7,000.00	669.15	6,330.85
101-45200-40320	COMMUNICATIONS	2,000.00	1,314.03	685.97
101-45200-40340	ADVERTISING	350.00	0.00	350.00
101-45200-40361	INSURANCE	20,000.00	6,093.69	13,906.31
101-45200-40380	UTILITIES	17,000.00	2,723.95	14,276.05
101-45200-40400	REPAIRS AND MAINTENANCE	18,000.00	5,567.99	12,432.01
101-45200-40410	RENTALS	4,000.00	1,320.31	2,679.69
101-45200-40418	OTHER SERVICES/CONTRACT	2,000.00	1,314.82	685.18
101-45200-40439	TREES	21,500.00	0.00	21,500.00
101-45200-50540	MACHINERY AND EQUIPMENT	6,000.00	841.67	5,158.33
Total Dept 45200 - Park Department		333,082.00	109,873.99	223,208.01
TOTAL EXPENDITURES		333,082.00	109,873.99	223,208.01
Fund 101 - GENERAL FUND:				
TOTAL REVENUES		0.00	0.00	0.00
TOTAL EXPENDITURES		333,082.00	109,873.99	223,208.01
NET OF REVENUES & EXPENDITURES		(333,082.00)	(109,873.99)	(223,208.01)

Fund 101 - GENERAL FUND

Account	Description	2022 Amended Budget	YEAR-TO-DATE THRU 05/31/22	ACTIVITY FOR MONTH ENDED 05/31/2022	Available Balance	% Used
Expenditures						
Department 45200: Park Department						
40101	SALARIES & WAGES					
05/13/2022	PR SUMMARY PR 05/13/2022		31399	5,602.90 37		
05/27/2022	PR SUMMARY PR 05/27/2022		31524	7,657.84 38		
40101	SALARIES & WAGES	145,794.00	60,243.60	13,260.74	85,550.40	41.32
40120	BENEFITS					
05/13/2022	PR SUMMARY PR 05/13/2022		31399	2,030.22 37		
05/27/2022	PR SUMMARY PR 05/27/2022		31524	2,199.87 38		
40120	BENEFITS	49,938.00	22,050.92	4,230.09	27,887.08	44.16
40207	EDUCATEEXP/MEMBERSHIP/PERMITS	2,500.00	232.94	0.00	2,267.06	9.32
40211	OPERATING SUPPLIES					
05/10/2022	AP #10 LETTERHEAD ENVELOPES		31346	115.75 Inv #: '170349' Vendor '102212'		
05/10/2022	AP #10 LETTERHEAD ENVELOPES		31346	115.75 Inv #: '170349' Vendor '102212'		
05/10/2022	AP SHOP WATER		31333	10.95 Inv #: '22035822-04302022' Vendor '56'		
05/24/2022	AP FUEL		31471	649.69 Inv #: '1576423/1576425' Vendor '232'		
05/24/2022	AP FUEL		31472	818.58 Inv #: '1616474' Vendor '232'		
05/24/2022	AP TOPSOIL		31489	161.98 Inv #: '9733' Vendor '102039'		
40211	OPERATING SUPPLIES	34,000.00	6,893.18	1,872.70	27,106.82	20.27
40221	SMALL TOOLS & MINOR EQUIPMENT	3,000.00	607.74	0.00	2,392.26	20.26
40300	PROFESSIONAL SERVICES					
05/10/2022	AP MAY PHONE BILL		31350	14.02 Inv #: '2438799' Vendor '101811'		
05/10/2022	AP APRIL BILLING		31348	40.55 Inv #: '4023765' Vendor '101988'		
05/10/2022	AP MONTHLY BILLING - BACKUP SERVICES		31355	39.75 Inv #: 'CW79309' Vendor '101844'		
05/10/2022	AP MONTHLY BILLING - ANTI-VIRUS		31354	65.50 Inv #: 'CW79462' Vendor '101844'		
40300	PROFESSIONAL SERVICES	7,000.00	669.15	159.82	6,330.85	9.56
40320	COMMUNICATIONS	2,000.00	1,314.03	0.00	685.97	65.70
40340	ADVERTISING	350.00	0.00	0.00	350.00	0.00
40361	INSURANCE	20,000.00	6,093.69	0.00	13,906.31	30.47
40380	UTILITIES					
05/10/2022	AP ELECTRICITY SERVICES		31376	105.29 Inv #: 'APRIL 22' Vendor '100340'		
05/10/2022	AP HIGHWAY 14 SOLAR		31332	74.63 Inv #: 'BYRON-12204' Vendor '101974'		
05/10/2022	AP HIGHWAY 14 SOLAR		31332	37.90 Inv #: 'BYRON-12204' Vendor '101974'		
05/24/2022	AP ELECTRICITY SERVICES		31503	23.85 Inv #: 'MAY 2022' Vendor '100340'		
40380	UTILITIES	17,000.00	2,723.95	241.67	14,276.05	16.02
40400	REPAIRS AND MAINTENANCE					
05/24/2022	AP BRYAN ROCK PRODUCTS-INFIELD ROCK		31483	1,302.84 Inv #: '12387' Vendor '102127'		
05/24/2022	AP EAST BROOKFIELD PARK PLAYGROUND		31480	2,311.44 Inv #: 'PJI-0183937' Vendor '100533'		
40400	REPAIRS AND MAINTENANCE	18,000.00	5,567.99	3,614.28	12,432.01	30.9%

REVENUE AND EXPENDITURE REPORT FOR CITY OF BYRON
 Balances as of 05/31/2022

Fund 101 - GENERAL FUND

Account	Description	2022 Amended Budget	YEAR-TO-DATE THRU 05/31/22	ACTIVITY FOR MONTH ENDED 05/31/2022	Available Balance	% Used
Expenditures						
Department 45200: Park Department						
40410	RENTALS					
05/10/2022	AP BCRC		31352	87.36	Inv #: '0001320152' Vendor '100716'	
05/24/2022	AP SOCCER PARK - 5/14 - 6/10		31491	243.00	Inv #: '0001327544' Vendor '100716'	
05/24/2022	AP OLD TOWNE PARK - 5/14 - 6/10		31492	147.50	Inv #: '0001327545' Vendor '100716'	
05/24/2022	AP VALLEYVIEW PARK - 5/14 - 6/10		31493	147.50	Inv #: '0001327546' Vendor '100716'	
05/24/2022	AP BCRC - 5/14 - 6/10		31494	114.52	Inv #: '0001327547' Vendor '100716'	
40410	RENTALS	4,000.00	1,320.31	739.88	2,679.69	33.01
40418	OTHER SERVICES/CONTRACT	2,000.00	1,314.82	0.00	685.18	65.74
40439	TREES	21,500.00	0.00	0.00	21,500.00	0.00
50540	MACHINERY AND EQUIPMENT	6,000.00	841.67	0.00	5,158.33	14.03
Total - Dept 45200		333,082.00	109,873.99	24,119.18	223,208.01	32.99
Total Expenditures		333,082.00	109,873.99	24,119.18	223,208.01	32.99
NET OF REVENUES AND EXPENDITURES		(333,082.00)	(109,873.99)	(24,119.18)	(223,208.01)	

PERIOD ENDING 06/30/2022

GL NUMBER	DESCRIPTION	2022 ORIGINAL BUDGET	YTD BALANCE 06/30/2022	AVAILABLE BALANCE
Fund 101 - GENERAL FUND				
Expenditures				
Dept 45200 - Park Department				
101-45200-40101	SALARIES & WAGES	145,794.00	77,182.99	68,611.01
101-45200-40120	BENEFITS	49,938.00	26,596.75	23,341.25
101-45200-40207	EDUCATEEXP/MEMBERSHIP/PERMITS	2,500.00	239.94	2,260.06
101-45200-40211	OPERATING SUPPLIES	34,000.00	12,585.39	21,414.61
101-45200-40221	SMALL TOOLS & MINOR EQUIPMENT	3,000.00	607.74	2,392.26
101-45200-40300	PROFESSIONAL SERVICES	7,000.00	975.27	6,024.73
101-45200-40320	COMMUNICATIONS	2,000.00	1,363.81	636.19
101-45200-40340	ADVERTISING	350.00	0.00	350.00
101-45200-40361	INSURANCE	20,000.00	6,093.69	13,906.31
101-45200-40380	UTILITIES	17,000.00	5,637.94	11,362.06
101-45200-40400	REPAIRS AND MAINTENANCE	18,000.00	6,259.58	11,740.42
101-45200-40405	SPECIAL PROJECTS	0.00	2,640.00	(2,640.00)
101-45200-40410	RENTALS	4,000.00	1,972.83	2,027.17
101-45200-40418	OTHER SERVICES/CONTRACT	2,000.00	1,738.82	261.18
101-45200-40439	TREES	21,500.00	0.00	21,500.00
101-45200-50540	MACHINERY AND EQUIPMENT	6,000.00	1,840.62	4,159.38
Total Dept 45200 - Park Department		333,082.00	145,735.37	187,346.63
TOTAL EXPENDITURES		333,082.00	145,735.37	187,346.63
Fund 101 - GENERAL FUND:				
TOTAL REVENUES		0.00	0.00	0.00
TOTAL EXPENDITURES		333,082.00	145,735.37	187,346.63
NET OF REVENUES & EXPENDITURES		(333,082.00)	(145,735.37)	(187,346.63)

Fund 101 - GENERAL FUND

Account	Description	2022 Amended Budget	YEAR-TO-DATE THRU 06/30/22	ACTIVITY FOR MONTH ENDED 06/30/2022	Available Balance	% Used
Expenditures						
Department 45200: Park Department						
40101 SALARIES & WAGES						
06/10/2022	PR SUMMARY PR 06/10/2022		31673	8,053.86 40		
06/24/2022	PR SUMMARY PR 06/24/2022		31856	8,885.53 41		
40101	SALARIES & WAGES	145,794.00	77,182.99	16,939.39	68,611.01	52.94
40120 BENEFITS						
06/10/2022	PR SUMMARY PR 06/10/2022		31673	2,239.95 40		
06/24/2022	PR SUMMARY PR 06/24/2022		31856	2,305.88 41		
40120	BENEFITS	49,938.00	26,596.75	4,545.83	23,341.25	53.26
40207	EDUCATEEXP/MEMBERSHIP/PERMITS	2,500.00	239.94	0.00	2,260.06	9.60
40211 OPERATING SUPPLIES						
06/14/2022	AP FUEL		31700	658.24 Inv #: '1656279' Vendor '232'		
06/14/2022	AP FUEL		31701	739.54 Inv #: '1657452' Vendor '232'		
06/14/2022	AP WWTP WATER		31702	6.50 Inv #: '22035814-05312022' Vendor '56'		
06/14/2022	AP SHOP WATER		31703	35.55 Inv #: '22035822-05312022' Vendor '56'		
06/14/2022	AP BCRC WEED SPRAY & PUDDLE PILLOWS		31745	538.01 Inv #: '3177848-00' Vendor '101813'		
06/14/2022	AP WEED CONTROL - PARKS SPRAY		31744	1,153.32 Inv #: '3178781-00' Vendor '101813'		
06/28/2022	AP FUEL		32051	50.01 Inv #: '002125' Vendor '102223'		
06/28/2022	AP DOG STATION ITEMS		32055	64.20 Inv #: '011888' Vendor '102219'		
06/28/2022	AP FUEL		32050	49.01 Inv #: '019745' Vendor '102223'		
06/28/2022	AP FUEL		32048	33.24 Inv #: '019897' Vendor '102223'		
06/28/2022	AP POOL/PARK/CITY HALL SUPPLIES		32054	345.15 Inv #: '066553' Vendor '102219'		
06/28/2022	AP DIRT FOR PARKS		31925	197.72 Inv #: '10143' Vendor '102039'		
06/28/2022	AP WEED WHIP TWINE / MIXED FUEL		32031	103.64 Inv #: '57862' Vendor '343'		
06/28/2022	AP TRASH CAN LIDS, URINAL PUCKS		32084	1,240.09 Inv #: '71970920' Vendor '101841'		
06/28/2022	AP FUEL		31938	17.85 Inv #: '81466630' Vendor '101013'		
40211	OPERATING SUPPLIES	34,000.00	12,585.39	5,232.07	21,414.61	37.02
40221	SMALL TOOLS & MINOR EQUIPMENT	3,000.00	607.74	0.00	2,392.26	20.26
40300 PROFESSIONAL SERVICES						
06/14/2022	AP MAY BILLING		31723	31.57 Inv #: '4050155' Vendor '101988'		
06/14/2022	AP MONTHLY BILLING - BACKUP SERVICES		31738	39.75 Inv #: 'CW79853' Vendor '101844'		
06/14/2022	AP MONTHLY BILLING - ANTI-VIRUS		31739	62.50 Inv #: 'CW79997' Vendor '101844'		
06/14/2022	AP COMMUNITY NEWSLETTER		31696	133.80 Inv #: 'MAY 2022' Vendor '102070'		
06/28/2022	AP EXTRA KEYS		32076	38.50 Inv #: '036892' Vendor '33'		
40300	PROFESSIONAL SERVICES	7,000.00	975.27	306.12	6,024.73	13.93
40320 COMMUNICATIONS						
06/28/2022	AP INTERNET/PHONE		32058	24.89 Inv #: '47773804' Vendor '102121'		
40320	COMMUNICATIONS	2,000.00	1,363.81	24.89	636.19	68.19
40340	ADVERTISING	350.00	0.00	0.00	350.00	0.00
40361	INSURANCE	20,000.00	6,093.69	0.00	13,906.31	30.47
40380 UTILITIES						

Fund 101 - GENERAL FUND

Account	Description	2022 Amended Budget	YEAR-TO-DATE THRU 06/30/22	ACTIVITY FOR MONTH ENDED 06/30/2022	Available Balance	% Used
Expenditures						
Department 45200: Park Department						
06/14/2022	AP ELECTRICITY SERVICES		31771	101.89 Inv #: '5.2022' Vendor '100340'		
06/14/2022	AP HIGHWAY 14 SOLAR		31699	86.83 Inv #: 'BYRON-12205' Vendor '101974'		
06/14/2022	AP HIGHWAY 14 SOLAR		31699	44.09 Inv #: 'BYRON-12205' Vendor '101974'		
06/28/2022	AP WASTE/RECYCLING SERVICES		32089	93.38 Inv #: '381703527600' Vendor '101867'		
06/28/2022	AP GAS SERVICES		32067	18.00 Inv #: '4138737450' Vendor '138'		
06/28/2022	AP ELECTRICITY SERVICES		32077	1,829.73 Inv #: '43290' Vendor '137'		
06/28/2022	AP ELECTRICITY SERVICES		32078	121.37 Inv #: '43842' Vendor '137'		
06/28/2022	AP ELECTRICITY SERVICES		31957	27.85 Inv #: '783131911' Vendor '100340'		
06/28/2022	AP HIGHWAY 14 SOLAR		31911	77.72 Inv #: 'BYRON-12206' Vendor '101974'		
06/28/2022	AP HIGHWAY 14 SOLAR		31911	39.47 Inv #: 'BYRON-12206' Vendor '101974'		
40380	UTILITIES	17,000.00	5,637.94	2,440.33	11,362.06	33.16
40400	REPAIRS AND MAINTENANCE					
06/28/2022	AP MOWER BATTERY		32032	58.99 Inv #: '014534' Vendor '343'		
06/28/2022	AP MISC SUPPLIES		32075	54.98 Inv #: '044857' Vendor '102242'		
06/28/2022	AP BACKFLOW VALVE - CITY HALL		32035	30.50 Inv #: '13221377' Vendor '100048'		
06/28/2022	AP CASTERS WIDE AREA MOWER		31924	461.31 Inv #: '1348308-00' Vendor '102016'		
06/28/2022	AP WEED WHIP PARTS		32033	85.81 Inv #: '58245' Vendor '343'		
40400	REPAIRS AND MAINTENANCE	18,000.00	6,259.58	691.59	11,740.42	34.78
40405	SPECIAL PROJECTS					
06/14/2022	AP BALLFIELD BANNERS		31735	2,475.00 Inv #: '35481' Vendor '101244'		
06/14/2022	AP BALLFIELD BANNER - WILDWOOD		31734	165.00 Inv #: '35504' Vendor '101244'		
40405	SPECIAL PROJECTS	0.00	2,640.00	2,640.00	(2,640.00)	100.00
40410	RENTALS					
06/28/2022	AP SOOCER PARK - 6/11 - 7/8		31928	243.00 Inv #: '0001344808' Vendor '100716'		
06/28/2022	AP OLD TOWNE PARK - 6/11 - 7/8		31929	147.50 Inv #: '0001344809' Vendor '100716'		
06/28/2022	AP VALLEY VIEW PARK - 6/11 - 7/8		31930	147.50 Inv #: '0001344810' Vendor '100716'		
06/28/2022	AP BCRC - 6/11 - 7/8		31931	114.52 Inv #: '0001344811' Vendor '100716'		
40410	RENTALS	4,000.00	1,972.83	652.52	2,027.17	49.32
40418	OTHER SERVICES/CONTRACT					
06/28/2022	AP POOL OPENING		31934	424.00 Inv #: '88989-1' Vendor '185'		
40418	OTHER SERVICES/CONTRACT	2,000.00	1,738.82	424.00	261.18	86.94
40439	TREES	21,500.00	0.00	0.00	21,500.00	0.00
50540	MACHINERY AND EQUIPMENT					
06/14/2022	AP AUGER BIT		31719	998.95 Inv #: '9153506/9161254' Vendor '101246'		
50540	MACHINERY AND EQUIPMENT	6,000.00	1,840.62	998.95	4,159.38	30.68
Total - Dept 45200		333,082.00	145,735.37	34,895.69	187,346.63	43.75
Total Expenditures		333,082.00	145,735.37	34,895.69	187,346.63	43.75
NET OF REVENUES AND EXPENDITURES		(333,082.00)	(145,735.37)	(34,895.69)	(187,346.63)	



**CITY OF BYRON,
MINNESOTA**

DATE: July 25, 2022

Originating Dept: Parks Department

Introduction: Park Department Update - Verbal

Request for Action:

Background /Justification:

Fiscal Impact:

Staff Recommendation: None

Preparer: Tom Ricke

ATTACHMENTS:



**CITY OF BYRON,
MINNESOTA**

DATE: July 25, 2022

Originating Dept: Parks Department

Introduction: Pickleball Nets for Middle School

Request for Action: Give staff authorization to purchase 2 pickleball nets

Background /Justification: Staff was approached by Community Education about partnering with them to provide additional pickleball courts at the current tennis courts at the Middle School. The courts will be available for public use when school is not in session. The City would not have to maintain any of the courts, but would just rather pitch in on purchasing 2 nets for the courts.

Fiscal Impact: \$475

Staff Recommendation: Give staff authorization to purchase 2 pickleball nets.

Preparer: Tom Ricke

ATTACHMENTS:
[Pickleball Nets.pdf](#)

25% off CHAMPRO BATTING HELMETS w/ code **CHAMP** 
25% off CHAMPRO BATTING HELMETS w/ code **CHAMP** 

[Home](#) / 3.0 Tournament Pickleball Set, Standards & Net


3.0 Tournament Pickleball Set, Standards & Net


Anthem Part # A60-600

Qty: **\$209.95** **ADD TO CART**
(set)

Typically ships in 2-3 business days



 Add to Quote

 Calculate Shipping Cost





**CITY OF BYRON,
MINNESOTA**

DATE: July 25, 2022

Originating Dept: Parks Department

Introduction: BCRC Drainage

Request for Action: None

Background /Justification: Discuss the drainage at Byron Community Recreation Complex.

Fiscal Impact: None

Staff Recommendation: None

Preparer: Tom Ricke

ATTACHMENTS:
[0625220937_HDR.jpg](#)
[0625220937.jpg](#)
[0625220936b.jpg](#)
[0625220936c.jpg](#)
[0625220936.jpg](#)
[BCRC Drainage.pdf](#)

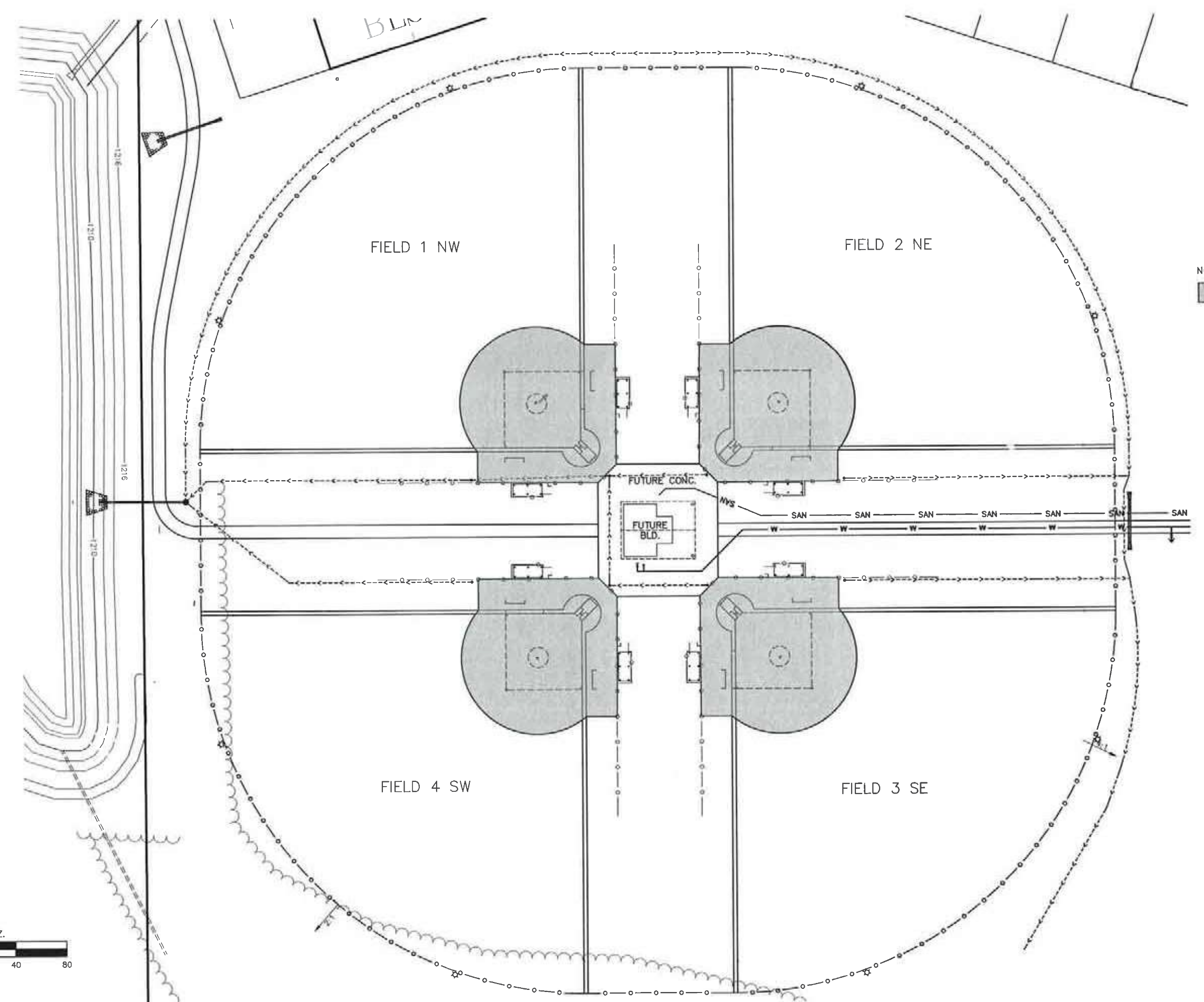




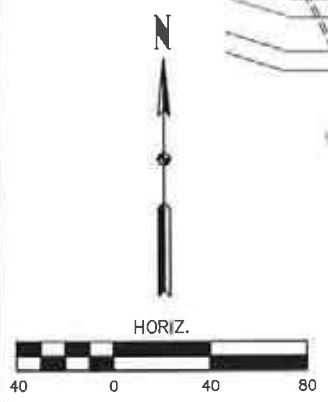








NOTE:
 CONSTRUCT INFIELD DIRT SHAKOPEE RED ROCK



I hereby certify that this plan, specification or report was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 Darren D. Silklink
 Date 6-10-16 License No. 409214

NO.	DATE	REVISIONS DESCRIPTION
1	1/27/16	REVISED GRADES
2	1/29/16	DELETED RETAINING WALL WARNING TRACK & DELETED SPOT GRADES

FIELD COMPLEX OVERALL
 BYRON COMMUNITY RECREATION COMPLEX
 BYRON, MINNESOTA
 2016

SCALE:	AS SHOWN
WHKS PROJECT:	8100.00
DRAWN BY:	DJO
CHECKED BY:	DDS
SHEET	



**CITY OF BYRON,
MINNESOTA**

DATE: July 25, 2022

Originating Dept: Administration

Introduction: Byron Mini Golf Course

Request for Action: Approve the pay as requested.

Background /Justification: The City solicited bids to redo the mini golf holes and received one bid for Kurt DeCook. The original cost was to lay the carpet and reset the brick edging on the holes for \$35,000. Staff removed all the old carpet, trees and brush with the help of the middle school classes. Prior to placing the carpet, the contractor had to scrape old glue off the concrete to ensure that the new carpet would adhere. There are 5 holes that are still needing to be redone, but Olmsted County required the City to dedicate an additional 27' of ROW in the Byron Commercial Park plat. This additional ROW will include 4-5 holes which have not been redone. Staff is working with the County to minimize the impact to any of the golf holes, however, it is anticipated that there will be some holes that will not be able to remain. The contractor is requesting the full \$35,000 for the work completed to date with additional payment for any of the remaining holes that get redone. Staff is recommending to pay the \$35,000 for what has been completed and base any additional cost on a per hole. Staff agrees with the contractor that there was significant extra work that was done that was not known at the time of putting the quote together. Staff had budgeted \$60,000 for the project last year so in all the project will still come in under the budgeted amount.

Fiscal Impact: \$35,000

Staff Recommendation: Approve the request for additional cost for the contractor.

Preparer: Tom Ricke

ATTACHMENTS:
[Mini Golf ROW.pdf](#)

