

Pursuant to due call and notice thereof, the regular meeting of the Brainerd Park Board was called to order at 4:00 p.m. by Board President Rushmeyer.

Upon roll call, the following members were noted as present: Schaefer, Shipe, Yeager, Rushmeyer, and City Council Liaison Dave Badeaux. Member Boeder was noted absent.

Also noted present were City Administrator Bergman, Interim City Engineer/Public Works Director Sandy, Recreation Coordinator Kaufman and Maintenance Foreman Harris.

Board President Rushmeyer opened the meeting with the Pledge of Allegiance to the flag.

Approval of the Agenda - Approved

MOVED AND SECONDED BY MEMBERS YEAGER AND SHIPE, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

Approval of the Consent Calendar - Approved

MOVED AND SECONDED BY MEMBERS SHIPE AND SCHAEFER, DULY CARRIED, TO APPROVE THE CONSENT CALENDAR.

- A. Approval of the Minutes of the Regular Meeting held on April 26, 2022**
- B. Approval of the Disbursements for June 2022**
- C. Financial Report for May 2022**

Presentations

Michael LaFlex and Dave Kaul from the Brainerd Lions Club talked about the plan for handicapped accessible playground equipment at Buffalo Hills-Lions Park. Mr. Kaul heard the Park Board had the playground equipment in its 2026 budget, and the club would donate \$10,000 more immediately if the date could be moved up to 2023, otherwise \$5,000 now with continued future donations. He said the Lions have donated \$27,000 toward the playground equipment to date. Mr. Rushmeyer explained that the Park Board put park master planning on hold until a City Engineer/Public Works Director is on board for future park and budget planning meetings, so the Park Board would not have an answer at this time about moving that budget item from 2026 to 2023. Ms. Schaefer added that she lives in that neighborhood and has heard from many people that they would like swings at the playground. Board members expressed their appreciation to the Lions Club for its contributions to the park system.

Unfinished Business

Update on Mississippi Landing Trailhead Park Construction

Mr. Sandy reported on the progress to date and upcoming activities for the MLT project. Change Orders 1 and 2 were processed and total amounts provided. Remaining project funds is June 28, 2022

around \$600,000. They have been working closely with the DNR on the canoe/kayak launch. The application is going through the public comment process right now which means there is a strong likelihood the permit will be issued to be able to construct the canoe/kayak launch as it was designed.

Approve Quote for Kiwanis Park Improvement Project - Approved

One quote was received for the Kiwanis Park Improvement Project from Baratto Brothers in the amount of \$66,628.00. The TWM Architecture fee will be less than \$6,000, which leaves room in the \$105,000 budget for the Park Board to consider replacing bathroom fixtures such as lighting, toilets and sinks, and resealing the bathroom floors. Mr. Sandy is seeking approval of the Baratto Brothers quote and discussion of the \$32,000 (+/-) that is left. Mr. Yeager would prefer to have Mr. Miller create a pick list of potential additions to the project, have Baratto Brothers price the list, then have the Park Board choose from the list. He would also like to have a small contingency for potential overruns or unforeseen costs. Mr. Sandy's initial recommendations are re-sealing the floor and replacing fixtures.

The Chair recognized Mr. Brian Ross, President-elect of the Brainerd Kiwanis Club, who reported the Club budgeted money for Kiwanis Park this year. They purchased two memorial benches and will be ordering new signage for the pavilions to provide some history of the park and information about Kiwanis Club. There may be \$2,500-\$3,000 to help with other things such as a new sidewalk to provide ADA accessibility to the dock.

Mr. Shipe would like gutters to be considered. From a sidewalk perspective, Mr. Sandy reminded the Board there is \$25,000 budgeted for ADA upgrades each year, with the vision being to utilize those funds wherever we are investing money that year. The Board may want to consider sidewalks at Kiwanis Park this year, and improvements at Jaycees Park next year when work is being done there. The Board directed Mr. Sandy to get pricing on gutters and sidewalks for Kiwanis Park for the next meeting.

MOVED AND SECONDED BY MEMBERS YEAGER AND SCHAEFER, DULY CARRIED, TO APPROVE THE BARATTO BROTHERS QUOTE FOR KIWANIS PARK IMPROVEMENTS AS PRESENTED.

Discussion on Use of ARPA Funds for Parks Projects

Ms. Bergman reported the City of Brainerd received approximately \$1.4 million in Rescue Plan funds which the City Council discussed at a workshop in February. Because these are COVID funds, Council recommended that some of the funds be used for park projects to get our youth outside and active and encourage healthy habits. Staff would like the Park Board to consider requesting \$500,000-\$800,000 of 2023-2026 capital plan items for staff to bring forward to the Personnel and Finance Committee for the July 5th Council meeting. Mr. Badeaux stated the Council was very clear that they are looking for specific projects to approve that are already in the budget, that fit into the criteria, and will send a message to the public that we are using the funds in a way that is strongly supportive of healthy bodies. Mr. Shipe commented that we lost 100+ trees from summer storms and we might want to invest a little more in replacing trees. Another route would be investing in ways to provide amenities in the park but also generate some revenue, such as improving the Memorial Park concession stand to sell concessions for the splash pad. He thinks the proposed skate park is worth looking at even though it isn't in the capital plan. Ms. Schaefer agreed with more trees to provide shade in the parks, add disc golf and the trail at Memorial Park, and new activities to get people out to our parks.

Mr. Yeager asked Ms. Bergman to expand on the ARPA funds process. She said that funds must be committed by 12/31/2024 and spent by 12/31/2026. Council has already received a couple requests for other projects. Council gave direction in February for staff to come back and
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present some specific requests for the ARPA dollars. Mr. Badeaux was concerned that the Park Board was just now being asked for its recommendations when Council is going to review requests at its July 5 meeting. He said that parks were high on City Council's list for the use of ARPA dollars. Ms. Bergman reminded the Board they have a 30-year Capital Plan to use as a reference for projects. Mr. Rushmeyer was concerned about the Board having to decide at this meeting what projects to recommend. Discussion followed and it was decided to adjourn to a special meeting on June 29 at 4:30 p.m. Mr. Sandy will e-mail the most recent 30-year capital plan to board members.

New Business

Discussion on 2022 Budgeted Park Tree Placement – Direction Given

Mr. Sandy is looking for a prioritized list for tree placement after losing over 100 trees to summer storms. There is \$25,000 in the budget which he estimates will purchase a maximum of 25 good quality ball and burlap trees. He is seeking a recommendation on what park or parks the Park Board wants to focus on so they can get the trees ordered in time for fall planting. Board members agreed that Lum Park should be a priority because of losing approximately 45 trees and directed staff to consult with City Tree Inspector James Kramvik for recommendations on species and get the trees ordered. Placement can be determined based on the master plans for the parks. It was reiterated there is \$25,000 in the budget each year for trees. A "tree draft" was mentioned and Board members were asked to think about where they would like to see five trees planted and bring it to tomorrow's meeting.

Public Forum

The Chair opened Public Forum at 5:06 p.m. Councilman Gabe Johnson, 1501 Rosewood Street, asked if a hockey net could be put on the pickleball courts at Memorial Park for the hockey kids to use when the pickleball players aren't there. Mr. Harris indicated he would do that. Ms. Kaufman let the Board know the skatepark people will likely using the hockey rink cement for their demonstration at the Last Dance of Summer event.

Mr. Ross thanked the Board for doing the master plan for Kiwanis Park and added that club members are willing to help with brush clearing and other maintenance items. He asked if the Board had plans for the canoe/kayak launch area at Kiwanis Park with the new one going in at Mississippi Landing Trailhead Park.

John Forrest, 159 Pineview Drive, Brainerd Rotary Club and Co-Chairman of the Parks Committee, is following up on the status of the parking lot expansion at Rotary Park. The Rotary Club would like to see this move forward as soon as possible, as they are hoping to use whatever topsoil is removed for landscaping around the pavilion. He also reported there are only two picnic tables under the pavilion and they had been told the Parks Department had a plan to move tables from Kiwanis Park to the Rotary Park pavilion when the new tables for Kiwanis Park came in. There has also been some vandalism on the observation deck. Mr. Forrest was on the committee that spearheaded the Mississippi Landing Trailhead Park, and one of the primary goals was to open up visibility to the river by removing the overgrowth of invasive species on the riverbanks. He mentioned that Rotary works with the Conservation Corps, and they seem to be available, have funding, and may be a resource for controlling the invasive species.

Mr. Sandy said the Streets Department will be doing the parking lot work at Rotary Park but have been cutting trees for a month and a half, so a lot of things have fallen by the wayside. He couldn't provide a timeline for the parking lot.

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Mr. Harris said the observation deck was hit by a car and the lumber to repair it has been purchased and cut. They have everything they need to fix it except time. Mr. Forrest asked if staining the observation deck is something the Department would like Rotary Club to do. He will send the master plan that Rotary Club has for Rotary Park to the Park Board so they can use it when they discuss plans for that park.

The Chair closed Public Forum at 5:24 p.m.

Board Member Reports

Ms. Schaefer reported that Lincoln School was being torn down and thought the Parks Department might be able to utilize the playground equipment. Mr. Harris looked at the equipment and said much of it wasn't in very good shape, trying to move huge pieces of equipment with large concrete anchors would be challenging, and it had to be done quickly. He didn't have the manpower and equipment and wasn't sure it could be done anyway.

Mr. Shipe shared a few highlights from comments received at the Arts in the Park booth. The Splash Pad is a huge hit with kids, fishing and disc golf came up often, accessibility issues at Gregory Park, feedback about changes at Jaycees Park, comments about Lum Park with a suggestion to improve the tee boxes with woodchips and add tent camping.

Mr. Yeager said there are still parking issues at Gregory Park, and Memorial Park is a flurry of activity and reported kids swimming in the ponds. He thanked City staff for continuing to work on the trees downed from the storms.

Staff Reports

Ms. Kaufman requested spending \$100 toward a sound system for the youth All Star Games. Mr. Rushmeyer provided further information. She had nothing further to add to the written report.

Ms. Bergman reported there were four applicants for the City Engineer/Public Works Director position. Two excellent candidates were interviewed. The interview panel's recommendation to City Council is Jessie Dehn, current Assistant City Engineer for the City of Marshall. Staff is hopeful Mr. Dehn will be able to begin work the middle of August.

Adjourn

MOVED AND SECONDED AT 5:42 P.M. BY YEAGER AND SHIPE, DULY CARRIED, TO ADJOURN TO THE JUNE 29 MEETING AT 4:30 P.M.

Respectfully Submitted,

Kim Finch, Administrative Specialist

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