

**BRAINERD PARKS AND RECREATION DEPARTMENT**  
**Regular Park Board Meeting**  
**July 23, 2019 at 4:00 p.m.**  
**City Hall Conference Room**

Pursuant to due call and notice thereof, the regular meeting of the  
Parks and Recreation Board was called to order at 4:00 p.m.

Present were Vice-President Kara Schaefer, Tim Boeder, Dale Parks, City Council Liaison Dave Badeaux and Park Director Tony Sailer. Also noted present was City Administrator Cassandra Torstenson. Troy Rushmeyer and Kevin Yeager were noted absent.

**ADDITIONS TO AGENDA**

**MOVED AND SECONDED BY BOEDER AND PARKS,  
DULY CARRIED TO APPROVE CONSENT CALENDAR AS PRESENTED**

- A. Approval of the minutes of the regular meeting held June 25, 2019**
- B. Approval of the disbursements for the month of July 2019**

**OLD BUSINESS**

**A. Brainerd Ski Loons Contract**

The latest revision of the Ski Loons contract was presented for approval. Mr. Parks made a motion to approve; Mr. Boeder seconded and board approval was unanimous. The agreement will expire May 24, 2020.

**B. Gregory Park Warming House**

A number of items have increased the cost for the Gregory Park warming house. The City Building Inspector reviewed the construction plans and is requiring frost footings and additional support for the pavilion. Engineering fees were \$4,500, the Park Board previously approved adding a third toilet to the women's restroom, and staff overlooked the need for a 1¼" stub and vacuum needed for flooding the skating rink. The revised cost is \$222,683.15; the original quote was \$214,265.55. This information will be provided to the City Council. Capital improvement funds of \$220,000 were approved for this project. Power at the construction site will likely remain off for the duration of the project, and The Center's Concerts in the Park will remain at Lum Park for the remainder of the season.

**C. Buster Park Lights**

The Park Board tabled discussion about installing lights at Buster Park at its February meeting, citing limited Park Dedication funds and also that lights wouldn't be needed again until fall when days become shorter. The Park Dedication fund has improved slightly, with an available balance of \$15,380. KLN Family Brands donated \$500 toward the project. Mr. Boeder made a motion to approve the Brainerd Public Utilities quote of \$6,941.66 for the installation of three light poles and wiring at Buster Park. Mr. Parks seconded and board approval was unanimous.

**D. Memorial Park Redesign**

Three companies submitted Requests for Proposals for the redesign and related construction at Memorial Park. The RFPs are for a three-phase redevelopment of Memorial Park over a three-year span. The City has leased the Mill Avenue Park property from Brainerd Industrial Center through March 2021, at which time the Parks and Recreation

Department will lose two softball fields, three outdoor rinks and a warming house. Mr. Parks made a motion to recommend the low bid of \$2,500,000 be forwarded to the City Council for budget consideration, and include the other RFPs. Mr. Boeder seconded the motion and discussion followed. City Council Liaison Dave Badeaux stated his opinion that \$2.5 million is probably too high and that council support would be questionable. He suggested that staff and the Park Board start looking at contingency plans, such as working with what we currently have at Memorial Park and be prepared to present an alternate plan to City Council. He recommended setting aside some money from the budget this year, \$300,000 if possible, for options. He added that the Bronco baseball field is rarely used, and suggested using Mills Field for softball or a hockey stadium. After further discussion the motion passed 3-0.

### **E. Trail Signage**

Staff is seeking the Park Board's recommendation to pursue a grant from Crow Wing Energized's Healthy Communities program to provide mile markers on Buffalo Hills Trail from the Laurel Street bridge to Buffalo Hills-Lions Park. Riverfront coordinator Ashley Kaisershot provided the maps, which included suggested mileage points, and sample sign designs. Mr. Boeder made a motion to move forward with the grant application, and Mr. Parks seconded. Mr. Sailer and Ms. Schaefer will work on the grant submission and trail sign designs. Mr. Badeaux suggested the mileage signs begin at the site of the future trailhead, rather than at Laurel Street. The motion passed 3-0.

## **NEW BUSINESS**

### **A. Transfer of Funds Request**

The department used \$1,340 to fund youth activity scholarships in 2019. There was \$362 in cash donations to partially fund this program, and staff is requesting to transfer \$978 from youth program late fees (Miscellaneous Revenue) to cover the remainder of the scholarships. A spreadsheet was provided. Mr. Parks made a motion to transfer funds as requested, Mr. Boeder seconded and board approval was unanimous.

## **PUBLIC FORUM**

The chair recognized Ms. Cindy Gibbs who lives on Rice Lake in northeast Brainerd. Ms. Gibbs presented issues and concerns she has about the Brainerd Ski Loons' use of Rice Lake. She has been told by their boat drivers to move when she is fishing on the lake, she offered to show videos of the four boats coming by every 45 seconds straight toward her dock, causing waves to hit the top of her 32' dock, and claims she has rocks falling out from her shoreline that wasn't happening three years ago before the ski club started using the lake. She went on to say that fish weren't allowed to spawn this year because of the constant big waves, and nesting ducks and loons were being adversely affected as well. Board members advised Ms. Gibbs that the City of Brainerd does not have jurisdiction beyond the shoreline, the MN DNR governs the water, and the Crow Wing County Sheriff's Department issues the Ski Loons' permit. Ms. Gibbs was upset that she wasn't given an opportunity to voice an opinion prior to the skiers' use of Rice Lake and would like to see them move to a larger body of water for their practices. She plans to follow up with the DNR and Crow Wing County.

## **CITY ADMINISTRATOR REPORT**

No report.

## **DIRECTOR'S REPORT**

- Staff received a \$1,700 donation from Minnesota Charitable Gambling which operates pull tabs at Jack's House. Funds from the pull tabs are designated for youth activities. The funds will be used for a free night of bowling, pizza and pop at Jack's House on July 25 for youths in the softball, baseball and Miracle League programs.
- Non-competitive summer programs and youth baseball will conclude by July 25. The Junior softball playoffs will be July 27 and the Senior softball playoffs will be July 28.
- Twenty-three teams competed at the baseball 15 & Under Gopher State Tournament of Champions July 20-21.
- The VFW state baseball tournament will take place Aug. 8-11 at Mills and Don Adamson fields.
- The Co-Rec adult softball state tournament will be Aug. 24 and the Masters state tournament will be Aug. 25. Both tournaments will be played at Memorial Park.

## **NEXT MEETING**

Tuesday, August 27, 2019, at 4:00 p.m. at the Conference Room at City Hall.

## **ADJOURNMENT**

Motion to adjourn at 5:02 p.m. was made by Mr. Boeder and seconded by Mr. Parks. Motion passed 3-0.

Respectfully submitted,

Kim Finch, Administrative Specialist