

**BRAINERD PARKS AND RECREATION DEPARTMENT**  
**Special Park Board Meeting**  
**August 13, 2019 at 4:00 p.m.**  
**City Hall Conference Room**

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

Present were President Troy Rushmeyer, Dale Parks, Kevin Yeager, Tim Boeder, Kara Schaefer, City Council Liaison Dave Badeaux and Park Director Tony Sailer. Also noted present were representatives from the Children's Museum and Widseth Smith Nolting.

## **ADDITIONS TO AGENDA**

There were no additions to the agenda.

## **OLD BUSINESS**

### **A. Children's Museum Presentation**

Mr. Sailer introduced Peter Olson, Museum Project Director, and Paul Drange, Board Chair, from the Region Five Development Commission's Children's Museum committee. Mr. Olson and Mr. Drange gave a detailed presentation on the vision and purpose of the Children's Museum. It is a 501(c)3 private non-profit entity. The planning committee began the master plan and site search process in 2016. The site search has been narrowed down to two sites; Lum Park and a Baxter location near the schools. The museum will have large immersive environments that will provide children with hands-on skill development, encourage critical thinking and provide interactive outlets for creativity. Exhibits will be reflective of this region and incorporate the outdoor elements that surround us. The museum will have traveling exhibits to schools and childcare centers, and professional development for educators will be a primary focus. Mr. Parks and Mr. Rushmeyer offered the Park Board's assistance if requested by the committee. If the Lum Park site is chosen and approved, it would be the only Children's Museum in Minnesota located in a park. The Museum Board would like to see a joint master planning process with the Park Board. Ms. Schaefer asked where the museum would be located within the park, stating she doesn't want to see another Ski Loons situation where the residents feel disrupted years down the road. Mr. Olson responded that existing assets would be retained. Mr. Yeager asked how it will be paid for. Mr. Olson said the group has already received seed level donations and there will be a very dedicated fund development process. Mr. Parks asked how much the city would be looking at for expenses. Mr. Olson responded they would anticipate traditional maintenance such as snow removal and mowing would continue to be done by the city. The Museum Board expects the facility to generate between 50-60% of operating needs, and a capital campaign would be researched. Mr. Sailer asked what the time table is. Mr. Olson said building development would come after site selection. They would like to see it open by the end of 2021 or 2022. He added that the museum would be funding the study and would request to share the cost of the master plan with the city. Mr. Rushmeyer asked when the Museum Board would make a decision on the site. Mr. Olson hesitated to put dates out there as this was the first time talking to this board. Depending on the outcome of the master plan, 40-50% of the funding could come from bonding versus fund raising. The Museum Board would like to determine if the two boards are open to joint master planning with revisiting Lum Park. The Park Board asked Mr. Olson to provide a ball park cost of the master plan, and tabled further discussion for the August 27 Park Board meeting.

### **B. Memorial Park Project Update**

Mr. Sailer introduced Tim Houle, Civil Engineer, and Joe Dubel, Project Manager, from Widseth Smith Nolting. Following the Park Board's recommendation to City Council to accept WSN's Request For Proposal for the redesign and construction at Memorial Park, the City Council approved \$20,000 for WSN to further the scope of the project with a more detailed cost estimate and suggested the Park Board be the committee to work with WSN. Meetings will be posted as public meetings since three or more board members will likely be present. Mr. Dubel created a meeting schedule and distributed a questionnaire to board members to complete for the next meeting. The committee will meet at WSN at 4 p.m. on August 20, September 3, 10, and 17, and October 1. The Park Board also recognized Derek Owen and appointed him to serve on the committee to represent the adult softball community. Mr. Dubel anticipates it will take 60 days for this process, at

which time the city will need to decide whether to stop the project or proceed with getting another set of RFP's that will reflect the more detailed scope of the project.

## **NEW BUSINESS**

### **A. 2020 Parks Budget**

Mr. Sailer reviewed the proposed 2020 budget with Mr. Rushmeyer, Mr. Badeaux and City Administrator Cassandra Torstenson prior to the meeting. He presented the budget to the board by line item. Board members will review the proposed budget and tabled discussion to the August 27 meeting. A 30-year Capital Improvement Plan was also distributed.

## **PUBLIC FORUM**

## **NEXT MEETING**

Tuesday, August 20, 2019, at 4:00 p.m. at the Conference Room at Widseth Smith Nolting at 7804 Industrial Park Road, Baxter MN 56425.

## **ADJOURNMENT**

A motion to adjourn was made at 6:05 p.m. by Mr. Parks. Ms. Schaefer seconded. Board approval was unanimous.

Respectfully submitted,

Kim Finch, Administrative Specialist