

BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
August 27, 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 President Troy Rushmeyer, Kara Schaefer, Tim Boeder, Dale Parks, Kevin Yeager, City Council Liaison Dave Badeaux and Park Director Tony Sailer.

ADDITIONS TO AGENDA

A. Move Agenda Item

Mr. Parks made a motion to have Item "A" from New Business moved to precede Old Business. Ms. Schaefer seconded and board approval was unanimous.

**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 July 23, 2019**
- B. Approval of the minutes of the special meeting held August 13, 2019**
- C. Approval of the minutes of the special meeting held August 20, 2019**
- D. Approval of the disbursements for the month of August 2019**

OLD BUSINESS

A. Children's Museum

This item was tabled from the August 13 special meeting. There has been no communication from the Children's Museum Committee regarding the site selection for the proposed facility. There was no discussion other than Mr. Badeaux indicated the cost of the master plan that he saw was very high.

B. 2020 Budget

The 2020 budget needs to be approved by the Park Board by September 1, 2019. Mr. Parks made a motion to approve the proposed 2020 budget as presented by Mr. Sailer at the August 13 special meeting, and to request \$2.5M in the capital budget for the Memorial Park project, plus funds to purchase a security camera and light for under the College Drive bridge by Kiwanis Park. Mr. Boeder seconded. Discussion centered around the Memorial Park project. Motion passed 4-1 with Mr. Yeager opposed.

C. Memorial Park Project

At the August 20 special meeting, Derek Owen informed the committee that Brainerd Industrial Center is asking \$300,000 for the Memorial Park parking lot. The general consensus was that \$100,000 per acre was too much. Additionally, the City Engineer indicated the parking lot needs to be resurfaced, which could cost up to \$200,000. Mr. Rushmeyer stated the Board needs to determine if the City is going to purchase the lot or not in order to proceed with the redesign of Memorial Park. Mr. Badeaux noted the cost of the \$20,000 lease with BIC would be applied to the purchase price. It was suggested to get prices on resurfacing and ask BIC to reduce the purchase price by that amount. Mr. Sailer was directed to get a firm number from the City Engineer for the cost of resurfacing the lot. Mr. Yeager recommended looking at resurfacing options, as costs can vary greatly depending upon the process and

materials used. Mr. Sailer and Mr. Rushmeyer will try to meet with Mike Higgins from BIC prior to the next committee meeting on September 3. There was no further discussion.

NEW BUSINESS

A. Mississippi Landing

The Chair recognized Don Gorham and Jim Roeloff from the Riverfront Committee. Mr. Gorham gave a presentation of the draft concept plan for the Mississippi Landing Trailhead, which is proposed to be located on City and ISD 181 property just south of the North Star Apartments. The Committee has worked with the National Park Service on the concept plan, which would include an overlook at the top of the hill, a small amphitheater at the bottom of the hill, a promenade to the river overlook, river steps to the waterfront, a restroom facility, 42 parking spots and a canoe and kayak landing. The Committee plans to partner with ISD 181 and Central Lakes College for outdoor educational opportunities. Mr. Gorham noted that Mr. Sailer has attended many of the Riverfront Committee meetings over the years.

The property would be a small piece of a bigger plan connecting existing trails and highlighting the Mississippi River within the City of Brainerd, which is the focus of the Riverfront Committee. The facility will be designed with low maintenance in mind. Mowing, trash pick-up and cleaning the restrooms would become the responsibility of the Parks Department, which would need to be budgeted for. Snow removal would be handled by the Street Department.

City Administrator Cassandra Torstenson and Community Development Director David Chanski will visit the site with representatives from the state bonding bill group on its bus tour in September for possible consideration for funding. They are also seeking LCCMR funding from the Minnesota State Lottery funds. Ideally the Committee would like to secure funding for the project in 2020 or 2021.

B. Baseball Tournament Fees/Umpire Pay Rates

Mr. Sailer asked to increase youth baseball State Qualifier team registration fees from \$375 to \$400, and umpire pay rates from \$35 and \$40 to \$45 and \$50 per game. It is becoming increasingly difficult to find umpires for the tournaments because our pay rates are so much lower than elsewhere in the state. The increased revenue would offset the additional expenditures. Ms. Schaefer made a motion to increase State Qualifier registration fees to \$400 and umpire pay rates to \$45 and \$50. Mr. Parks seconded and board approval was unanimous.

PUBLIC FORUM

CITY ADMINISTRATOR REPORT

No report.

DIRECTOR'S REPORT

- Parks maintenance employee Joe Koering was honored with the Innovation Award at the City's annual picnic on Aug. 13. Joe was nominated for "an amazing work ethic and out-of-the-box problem solving". Joe has created numerous things in-house such as dog park equipment/play structures, snow blower attachments, scoreboard brackets and numerous other mechanical/welding solutions that has saved the department a considerable amount of money.
- The Crow Wing Energized grant application for \$2,500 has been submitted. The request was to place distance markers from Buffalo Hills-Lions Park to the Mississippi Landing along the Buffalo Hills Trail. Riverfront Committee Coordinator Ashley Kaisershot created the design for the mileage markers. If awarded, the grant funds would need to be spent by Sept. 30. Mr. Sailer noted at the meeting that unbeknownst to him there already were distance markers along this stretch of trail, so if awarded, the grant money would be used for distance markers from Buffalo Hills-Lions Park to Bane Park.

- About 150 youths participated in the free night of bowling and pizza at Jack's House on July 25. Funds for the event were provided by Minnesota Charitable Gambling. Ginger Lorentz said Jack's House served 25 large pizzas and she probably could have made 10 more. She hopes to make this an annual event for youths in the Miracle League and competitive youth softball and baseball leagues.
- Staff installed cement pads at the entrance of Buster Park. Because of heavy foot traffic the entrance was often muddy or had standing water, especially in the spring and after heavy rains, which most of the dogs didn't mind, but their owners did!
- The underground plumbing has been installed, the foundation set, concrete floor poured, and pillars built at the Gregory Park warming house.
- Eleven teams participated in the state Co-Rec tournament on Aug. 24 and five teams played in the Masters state tournament on Aug. 25. Both tournaments were played at Memorial Park.

NEXT MEETING

Tuesday, September 3, 2019, at 4:00 p.m. at the Conference Room at Widseth Smith Nolting at 7804 Industrial Park Road, Baxter MN 56425.

ADJOURNMENT

Motion to adjourn at 5:36 p.m. was made by Mr. Parks and seconded by Ms. Schaefer. Motion passed 5-0.

Respectfully submitted,

Kim Finch, Administrative Specialist