

BRAINERD PARKS AND RECREATION DEPARTMENT

Regular Park Board Meeting

July 28, 2015 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 Jackie Burkey, Tim Boeder, Holly Holm, Dale Parks, City Council Liaison Gabe Johnson and Park Director Tony Sailer. Also noted present was City Administrator Patrick Wussow. Greg Roberts was noted absent.

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

- A. Approval of the minutes of the regular meeting held June 23, 2015**
- B. Approval of the minutes of the special meeting held July 7, 2015**
- C. Approval of the disbursements for the month of July 2015**

OLD BUSINESS

A. Arts in the Park

Mr. Sailer reported that following the Park Board's decision to charge Community Action for the use of Gregory Park for Arts in the Park, Community Action forwarded the bill for garbage pick-up from the event to the Parks Department for payment. Community Action had paid this bill in the past.

NEW BUSINESS

A. Water Ski Show

The Chair recognized Jim Larson and Chris and Mandy Dens, representing the Brainerd Ski Loons Water Ski Club. The non-profit group has requested the use of the Lum Park beach, boat access and parking lot for evening water ski shows on August 20 and 23, and for practices on August 17 and 19. The shows will be free to attend, however donations will be accepted. The group also hopes to sell concessions to help raise money for the club. This is a new club that wants to promote water skiing in the Brainerd Lakes Area and teach youth to ski. The goal is for the water ski shows to become an annual event at the park. The club has its own liability insurance for shows and practices. A park use permit will be issued by the Parks Department. Mr. Boeder made a motion to allow the Brainerd Ski Loons Water Ski Club use of the Lum Park beach, boat access and parking lot for water ski shows on August 20 and 23, and for practices on August 17 and 19. A copy of the club's liability insurance and a signed park use permit will be required. Mr. Parks seconded and board approval was unanimous.

B. 2016 Pay Rates

On August 1, 2015, the Minnesota minimum wage for large employers will increase to \$9.00 per hour. Temporary employee wages will be adjusted accordingly. Mr. Sailer presented proposed 2016 pay increases for adult softball, youth baseball/softball and baseball tournament umpires, tournament announcers/scorekeepers, and also an increase to the entry fee for the baseball state qualifying tournaments from \$325 to \$350 per team. He stated that our umpire pay rates are much lower than most, including Baxter, which can make it difficult to find umpires to hire.

Mr. Boeder said he would agree with every pay increase except the \$1.00 per game increase for the umpires in the adult leagues. He questioned why youth baseball umpires would get \$5.00 more per game, and adult softball umpires would only get \$1.00 more per game. He said that Brainerd's adult umpire rates are the lowest that he knows of, plus they are taxed, whereas most other towns pay the flat rate and provide a 1099-MISC form for tax purposes. City Administrator Patrick Wussow will check into the possibility of issuing 1099's for adult softball umpires. Mr. Sailer's explanation for the increases he proposed is that baseball games are longer than both youth and adult softball games, and they haven't had a raise for many years. He said the program budgets can handle the proposed rates. Mr. Boeder said umpires in the adult leagues last

received a \$.50 increase years ago, and he feels that the adult softball program is a cash cow for the city and park general fund. He said an increase to \$25 or \$30 per game would be appropriate, as many other cities pay up to \$45 per game. After further discussion, it was agreed to table this item to the August meeting. Ms. Burkey requested a spreadsheet that would show the budget effect of the proposed wage increases for each program. Mr. Parks would like to see the impact of \$25 per game on the adult softball budget.

C. Campground Revenue

Mr. Sailer is requesting that the Park Board take action to have the net campground revenue transferred once again to the Park Dedication Fund. This was done in the past but in recent years it has been used to help balance the City budget. Annual net campground revenue is usually more than \$20,000. Park Dedication funds are needed on an ongoing basis for facility improvements, to keep the park system updated, safe and functional. There are currently a number of buildings in the park system that are in dire need of replacement, as well as three hockey rinks that are about to collapse. There is approximately \$48,000 in the Park Dedication Fund at this time.

An alternate suggestion for the 2015 campground revenue might be to purchase a badly needed vehicle with the proceeds, and place any leftover funds in the Park Dedication Fund or use to help balance the overall City budget. The 2000 Ford Explorer needs the transmission replaced for the second time, is getting 12 mpg, has a broken spring, a clunk in the right front wheel well and is rusting out.

Ms. Holm made a motion to ask City Council to redirect the 2015 net revenue from the Lum Park Campground back to the Park Dedication Fund. Mr. Parks seconded and board approval was unanimous.

D. Meeting Attendance Requirements

Board members discussed meeting attendance. There is not an attendance requirement according to the City Charter. Board members are volunteers, but attendance is important to constitute a quorum, and input from all members is valuable for decisions made as a group. Meeting times have already been changed to accommodate a board member, and attendance is still poor. Ms. Holm made a motion to recommend that President Jackie Burkey contact the board member in question to discuss his availability to attend meetings. Mr. Boeder seconded and board approval was unanimous.

E. Adult Softball Late Fees

The department is requesting that adult softball league late fees be placed in a special fund to be used toward projects at the adult softball facilities. Fees collected this year total \$69.85, with three \$75 late fees still outstanding. Following a brief discussion, Mr. Parks made a motion to move adult softball league late fees into a separate fund to be used toward adult softball facility improvements. Mr. Boeder seconded and board approval was unanimous.

F. Kaufman Volunteer Request

Recreation Specialist Katie Kaufman is requesting to serve as a volunteer varsity volleyball coach for Brainerd High School again this year. Mr. Sailer stated there were no issues with her leaving early on those days last year, and she more than makes up the hours by supervising fall evening adult leagues. Mr. Boeder made a motion to approve Recreation Specialist Katie Kaufman's request to serve as a volunteer varsity volleyball coach for Brainerd High School. Mr. Parks seconded and board approval was unanimous.

G. Storm Damage

About 40 trees came down during the July 12 storm but did little damage in the parks. A 50 foot section of fencing at the Buffalo Hills-Lions Park was damaged and there was damage to shingles on the Gregory Park warming house. A week after the storm a tree fell on the storage shed behind Mills Field causing minimal damage. Staff has been busy cutting up downed trees and the Street Department is assisting with chipping. Staff will be recording all storm related expenses and man hours for insurance purposes for the League of Minnesota Cities.

H. Stone Ring at Lum Park

Mr. Sailer advised the Board that he is trying to determine the history of Lum Park's large stone fire ring that has a cement bench built into it. It is very old and in disrepair. Staff cut off some rebar that was sticking out, but stones are falling off and it either needs to be repaired or demolished. Mr. Sailer didn't want to level it without doing some checking on it, so he asked Brainerd historian Carl Faust to see if he could find anything out about it.

PUBLIC FORUM

DIRECTOR'S REPORT

- The new tennis courts at Gregory Park were painted on July 21 and were first used by the group from The Center the following day. Since the painters were already on site, two pickle ball courts were painted onto the south courts for an additional \$1,000.
- Six disc golf pads were poured on June 25. Three additional pads were planned to be poured but were put on hold due to the storm. Funds were from Fly-By Disc Golf League donations.
- Barrel O' Fun employees traveled from Perham to be buddies at the Miracle League field on June 29. The event was covered by Lakeland TV. The Lake Country Journal shot photographs that night and plans to run a story on the Miracle League field next spring. The Darlys Every pedestal and sponsorship plaques were scheduled to be installed, but storm damage to the mason's residence postponed the brick laying.
- The quarterly donation for the KLN for Kids program totaled \$936.55.
- Twenty-six teams participated in the Gopher State Tournament of Champions 15 & Under state baseball tournament at Mills, Adamson, CLC and both Forestview fields July 17-19.
- The Master's softball tournament will be August 2 at Memorial Park.
- The Class D men's state softball tournament will take place at Memorial and Mill Avenue parks on August 14-16.
- The Big Wiff Wiffle Ball tournament will be August 22 at Mills Field.
- Most summer programs concluded July 23. Miracle League will continue through July 29.
- Fall programs include a Wiffle Ball league on the Miracle Field beginning August 10, and adult co-ed and men's softball, and adult kickball, at Memorial Park beginning in mid-August.

ADDITIONS TO AGENDA

A. Brainerd Public Utilities Project

Mr. Sailer reported that Brainerd Public Utilities will be extending city water and sewer service to the airport, which will affect Lum Park. The project will begin at the power source at the corner of Lum Park Road and 15th Avenue NE. The Engineering Department is looking at two options; one would be to run the project to Highway 210 and follow that corridor to the airport; the other would be to cut diagonally across Lum Park. Cutting through the park is the most direct path and will cost less. Trenching through the park would be done in the spring and take approximately one week. Mr. Sailer has some concerns about how busy the office is during April and May, plus the disc golf course would likely have to be closed for that week for safety reasons, as the trench is approximately 30 feet wide by 10 feet deep. He will be meeting with the City Engineer to get more details that he will share at the next meeting. Ms. Burkey asked how many trees would have to be removed, which is unknown at this stage of planning. The Engineering Department is seeking the Park Board's recommendation before construction plans are finalized. Mr. Parks made a motion to allow the Engineering Department to route the city water and sewer extension to the airport through Lum Park. Mr. Boeder seconded and board approval was unanimous.

NEXT MEETING

Tuesday, August 25, 2015 at 4:00 p.m. in the Conference Room at City Hall.

ADJOURNMENT

Mr. Boeder made a motion at adjourn at 5:13 p.m.; Mr. Parks seconded and the motion carried 4-0.

Respectfully submitted,



Kim Finch, Administrative Specialist