

BRAINERD PARKS AND RECREATION DEPARTMENT

**Regular Park Board Meeting
February 24, 2015 at 4:00 p.m.
City Hall Council Chambers**

Pursuant to due call and notice thereof, the regular meeting of the Parks and Recreation Board was called to order at 4:03 p.m.

Present were President Jackie Burkey, Tim Boeder, Holly Holm, Dale Parks, City Council Liaison Gabe Johnson and Park Director Tony Sailer. 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 January 27, 2015**
- B. Approval of the disbursements for the month of February 2015**

OLD BUSINESS

A. Park Signs

Aluminum park signs have been purchased for Triangle and O'Brien parks and the Pine Street entrance to Jaycees Park. Field number signs for adult and youth ball fields were also purchased. Signage will be installed this spring.

B. Tennis Courts

A grant request for \$2,500 was submitted to the Statewide Health Improvement Program (SHIP) through the Crow Wing Energized Healthy Communities program. Mr. Sailer will do a presentation to the local group in March. A recent Brainerd Dispatch story on the tennis court project has generated interest, and a \$500 donation was received.

C. Adult Softball

Based on input from the softball community, the department made a decision to switch its sanctioning body from MSF to ASA for the 2015 adult softball season. After the change was made, MSF director Perry Coonce contacted Mr. Sailer, the Brainerd Dispatch, the City Administrator and the City Finance Director to complain. At Mr. Coonce's request, Mr. Sailer distributed written information to the Park Board and City Council. Mr. Sailer noted that a number of other cities were also switching from MSF to ASA. The department has already received 2015 rule books and other materials from ASA.

D. Director's Evaluation

The Board will adjourn to a closed session at the end of the meeting to conduct the Park Director's annual performance evaluation.

NEW BUSINESS

A. Jaycees Park Playground Equipment

Bids for new playground equipment for Jaycees Park were received from two companies. The Board has up to \$10,750.54 to spend from previous donations from the Brainerd Jaycees. Following discussion, board members chose five pieces of equipment that will be installed where the skateboard park equipment used to be. Ms. Holm made a motion to purchase equipment from Flagship Recreation's "Option 3" proposal, substituting a Single Bobble Rider for a Saddle Spinner, for a total of \$10,155. Mr. Boeder seconded and board approval was unanimous. Mr. Sailer has requested \$2,000 from the Brainerd Jaycees Ice Fishing Extravaganza proceeds to purchase the necessary wood fiber fill for the new playground.

B. New Programs

Mr. Sailer asked the Board to approve two new programs for 2015, which will require adjustments to the city budget. New programs being offered are Grass Volleyball for boys and girls ages 8-14 and a fall Whiffle Ball league for ages 15 to adult.

Expense and revenue information was distributed. Mr. Parks made a motion to change the budget to add grass volleyball and whiffle ball programs. Mr. Boeder seconded and board approval was unanimous.

C. Early Bird Softball Tournament

Mr. Sailer presented information about an Early Bird men's softball tournament that is planned for April 25. The idea behind the tournament is to raise funds for improvements to the adult softball complex at Memorial and Mill Avenue parks. The proposal discussed with the Finance Director would allow for 2/3 of the net proceeds to be set aside in the Park Dedication Fund for future improvements, and 1/3 of the proceeds retained in the Park Fund to cover tournament expenses. Mr. Boeder made a motion that 2/3 of the net proceeds from the Early Bird tournament will be set aside in the Park Dedication Fund for future improvements to the adult softball complex, with the remaining 1/3 of the proceeds to remain in the Park Fund to cover tournament expenses. Ms. Holm seconded and board approval was unanimous.

The Brainerd Jaycees will sell beer at the tournament, with most, if not all, proceeds donated to the adult softball complex improvement fund.

D. Maintenance Position Interviews

Mr. Sailer reported there were 55 applicants for the full time maintenance position, and four people were chosen for interviews to be conducted March 2 and 3. The interview committee will consist of Mr. Sailer, Maintenance Foreman Troy Harris and HR Coordinator Kris Schubert. Mr. Sailer would like board approval to make a conditional offer of employment following the interviews. The candidate will have to pass pre-employment background checks. Mr. Boeder made a motion to allow the maintenance position interview committee to make a conditional offer of employment to the top candidate for the full time maintenance position. Mr. Parks seconded and board approval was unanimous.

PUBLIC FORUM

DIRECTOR'S REPORT

- The annual Valentine's Day party at Gregory Park had a good turnout despite frigid temperatures. Approximately 100 individuals attended.
- The On Golden Pond Jamboree will take place at the Gold Medal Arena from 3-7 p.m. on Feb. 28. The jamboree will conclude the Pond Hockey season.
- The summer program guide will be completed by the end of February and sent to Range Printing. Guides will be distributed to the local schools the end of March. Program information will also be included in the spring/summer Community Education guide.

ADDITIONS TO AGENDA

Items B, C and D under New Business.

NEXT MEETING

Tuesday, March 24, 2015 at 4:00 p.m. in the Conference Room at City Hall.

ADJOURNMENT

The meeting adjourned to a closed session at 4:42 p.m. Following the Director's performance evaluation, Mr. Parks made a motion to adjourn at 4:48 p.m., seconded by Mr. Boeder. Motion carried 4-0.

Respectfully submitted,



Kim Finch, Administrative Specialist