

**BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
August 23, 2016 at 3:30 p.m.
Gregory Park, 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 3:30 p.m.

Present were President Dale Parks, Dan Hegstad, Tim Boeder, Holly Holm, City Council Liaison Gabe Johnson and Park Director Tony Sailer. Also noted present was City Planner Mark Ostgarden, City Administrator Jim Thoreen and Emily Noble from the Splash Pad Committee. Jackie Burkey was noted absent.

ADDITIONS TO AGENDA

- A. Facility Use Request-Rafferty's**
- B. Walkable-Bikeable Committee-Skate Park**

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

- A. Approval of the minutes of the regular meeting held July 26, 2016**
- B. Approval of the disbursements for the month of August 2016**

OLD BUSINESS

A. Splash Pad

Board members met at Gregory Park to view the proposed site for the splash pad. Also present to provide information and answer questions were representatives from two Minnesota companies that specialize in the installation of splash pads and other aquatic recreational facilities. Two size options were outlined on an open grassy area in the southeast quadrant of the park; a 50-foot diameter circle and a 55' X 80' rectangle. There was a brief question and answer session before the meeting was relocated to the conference room at City Hall for further discussion.

A list of questions and concerns about the splash pad was distributed by Mr. Parks, and the company representatives addressed each one. Board members learned that the available waterflow and size of the facility limits the number and types of features the splash pad will be able to support. A 2,000 square foot splash pad will accommodate up to 80 children, while 4,000 square feet can handle up to 160. Ms. Noble feels that a 2,000 square foot facility would be adequate for Gregory Park, and more realistic from a logistics and fundraising perspective. Board members were overall very happy with the proposed location within the park. Following considerable discussion as well as questions and answers, Ms. Noble asked the Board if it could agree on the Gregory Park location, with details to be determined as project plans and fundraising progress. Ms. Holm made a motion to accept plans for a water feature at Gregory Park up to 2,000 square feet in size, with the potential for future expansion. Mr. Boeder seconded and the motion passed unanimously. Staff will contact public utilities for information on water usage. Ms. Noble thanked the Board.

B. Selective Harvest

Residents that live near Buffalo Hills-Lions Park have been sent a letter about a public meeting scheduled for 7:00 p.m. on Wednesday, August 31, at the Brainerd Fire Department meeting room. A DNR forester will present information about the upcoming selective harvest at the park. Mr. Hegstad made a motion to approve the selective harvest at Buffalo Hills-Lions Park following the August 31 public meeting. Ms. Holm seconded and board approval was unanimous.

C. Skate Park

Mr. Hegstad reported that he asked the Walkable Bikeable Committee to provide the Park Board the skate park ideas it has from three years ago.

NEW BUSINESS

A. Riverfront Project Meeting

Mr. Sailer attended the July meeting of the Riverfront Committee. The committee has determined that the Three Bridges Trail (to include the Washington Street, Laurel Street and College Drive bridges) will be the first priority of the Riverfront Project. Changing the College Drive entrance to Kiwanis Park is also being considered, because it is difficult to see on-coming traffic when exiting the park. Ms. Holm added that it is good to see some forward progress on the Riverfront Project, and she feels the committee is realizing that the Park Board needs to be involved in decisions that affect the parks.

B. Storm Damage

Mr. Sailer reported there was considerable damage throughout the park system from the August 4 storm. A preliminary estimate of \$7,200 in damage does not include stump removal, employee hours, use of the skid-steer and other miscellaneous items. The City will file one insurance claim for all departments with the League of Minnesota Cities, with one \$5,000 deductible. The State will conduct a Preliminary Damage Assessment meeting with the county, townships and cities affected by the storm. At the PDA meeting staff will complete Request for Assistance forms.

C. Park Land Deeded

A natural trail adjacent to Rotary Park follows a City of Brainerd utility easement and crosses the back portion of privately owned lots fronting Pineview Drive. Brainerd Rotary Club has been working with property owners to acquire and donate the portion of said lots where the trail crosses, to make the trail public. One such parcel has been deeded to the City and was approved by the City Council at its August 15 meeting.

D. Program Survey

Results of a "Survey Monkey" survey were distributed. Staff was seeking feedback from the summer youth programs. The online survey information was distributed to the parents of participants toward the end of the season, and there were 151 respondents. Overall results and comments were positive, with many requests for online registration. The department is working on implementing online registration and will soon have the ability to accept credit and debit cards.

E. Warrior Homecoming Run Request

Karma Race Management is requesting the use of Kiwanis Park from 6-8:45 a.m. on October 8 as the staging area for the annual Warrior Homecoming Run. Proceeds from the event go toward Warrior athletics, arts and academics. Ms. Holm made a motion to approve the request as presented. Mr. Boeder seconded and board approval was unanimous.

F. Facility Use Request-Rafferty's Pizza

Rafferty's Pizza submitted a request to reserve Gregory Park from 5-9 p.m. on September 8 for a "Pokémon and Pizza" event. There will be Pokémon hunting, photos with Lucky the Leprechaun, and Rafferty's is requesting to sell pizza. Mr. Hegstad made a motion to approve Rafferty's request upon issuance of a park rental permit and mobile food unit permit, including collection of the permit fees. Ms. Holm seconded and board approval was unanimous.

PUBLIC FORUM

CITY ADMINISTRATOR'S REPORT

Mr. Thoreen complimented the maintenance staff on a job well done on the clean-up following the August 4 storm. He also mentioned that health insurance premiums will not increase in 2017.

DIRECTOR'S REPORT

- The annual disc golf tournament scheduled Sept. 3 was cancelled due to the on-going construction in Lum Park.
- Fall softball and kickball leagues will soon begin. There are 12 kickball teams, 16 men's softball teams and five co-rec softball teams registered.

- The One-Hit Wonder softball tournament will take place Sept. 10 at Memorial Park. This tournament was formerly known as the Scrubs tournament.
- Intern Vicki Vinokur put together Severe Weather Protocol and Emergency Action Plans to be distributed to Park employees. Copies were distributed. Mr. Hegstad made a motion to approve the plans as presented, with one spelling correction. Mr. Boeder seconded and board approval was unanimous.

NEXT MEETING

Tuesday, September 27, 2016 at 4:00 p.m. at the Conference Room at City Hall.

ADJOURNMENT

Ms. Holm made a motion at adjourn at 6:02 p.m. Mr. Hegstad seconded and the motion carried 4-0.

Respectfully submitted,

Kim Finch, Administrative Specialist