

**BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
September 27, 2016 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 Dale Parks, Tim Boeder, Jackie Burkey, Dan Hegstad, Holly Holm, City Council Liaison Gabe Johnson and Park Director Tony Sailer.

ADDITIONS TO AGENDA

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

- A. Approval of the minutes of the regular meeting held August 23, 2016**
- B. Approval of the disbursements for the month of September 2016**

OLD BUSINESS

A. Splash Pad

Brainerd Public Utilities informed Mr. Sailer that there would be no charges incurred for water runoff from the splash pad into the storm drainage system. BPU reimburses the City for water usage fees, so there shouldn't be a cost to the department for water used for the splash pad.

Emily Noble is requesting to place a "coming soon" sign and a "thermometer" to indicate fundraising progress at the proposed splash pad site at Gregory Park. Board members had concerns about allowing signage in the park; primarily the potential for vandalism. Ms. Burkey made a motion to allow Ms. Noble to post flyers for the splash pad project in the information kiosk located at the warming house. Ms. Holm seconded and board approval was unanimous.

Ms. Noble is also seeking permission to set up a table at the Great Pumpkin Festival at Gregory Park on October 15, to distribute materials and answer questions about the splash pad project. Discussion revolved around setting a precedent by allowing a "non-vendor" at a department-sponsored event. Vendors pay a \$50 fee to be at the event. Mr. Johnson pointed out that Ms. Noble is not selling anything, and is raising funds for a project at the park. Ms. Holm made a motion to allow Emily Noble and one other person to have a table set up at the Great Pumpkin Festival to promote the splash pad, with the understanding that they are to stay at the table throughout the event. Mr. Boeder seconded. Motion passed, with Ms. Burkey voting "nay".

B. Selective Harvest

An informational meeting for the Buffalo Hills-Lions Park selective harvest was held at the Brainerd Fire Department on August 31. The DNR presentation was well received by the 25 people that attended. The residents that live next to the park requested that the loggers cut a little closer to the townhouses than proposed, to hopefully prevent damage to their homes in the event of another wind storm. Bid requests were sent out to prospective loggers with a deadline of Friday, September 30, at 5:00 p.m. Bids will be opened at 1:30 p.m. on October 3 at the Lum Park Office.

NEW BUSINESS

A. Memorial Park Backstop

The cost to repair and replace the Memorial Park Field 1 backstop, sun screen and utility pole that were damaged from the August 4 storm is close to \$3,000. The sunscreen (\$700) is usually replaced once or twice each year due to wind damage. Staff is requesting to use Park Dedication funds to replace the entire apparatus with a sturdier backstop that incorporates sun-blocking slats woven into the fence, eliminating the need for utility poles. The low bid is \$14,487 from Oberg Fence. There is currently \$49,941.01 in the Park Dedication Fund. Discussion followed. Board members liked the idea of a more permanent solution for the Field 1 backstop and sun screen. Mr. Boeder noted that it is a safety feature for the softball players. Mr. Hegstad made a motion to approve the use of Park Dedication funds for the Oberg Fence bid to replace the backstop and sun screen at Memorial Park Field 1. Mr. Boeder seconded and board approval was unanimous.

B. Lum Park Pavilion

Mr. Sailer reported that City Administrator Jim Thoreen approved up to \$10,000 from the Capital Improvement Project fund to replace shingles and make other roof repairs to Pavilion #1 at Lum Park. Staff accepted a quote of \$9,824.00 from Hy-Tec Construction, with work to begin soon. Staff will paint the pavilion walls this fall if weather permits.

C. Transfer of Funds

Staff is seeking approval to transfer \$1,030 from youth late fees into program revenue accounts to cover 2016 scholarship registrations. This is an annual request. Adult league late fees are transferred annually into the Park Dedication fund, designated for the Memorial Park field improvements. The amount collected in 2016 was \$301.30. Mr. Hegstad made a motion to approve the annual transfer of youth and adult late fees as requested. Ms. Holm seconded and board approval was unanimous.

D. Restorative Justice

Mr. Sailer explained that the Restorative Justice program is a way for juvenile offenders to avoid the court system and a permanent criminal record. Mr. Sailer, the Assistant City Engineer and a Brainerd police officer attended a Restorative Justice meeting with the two teenagers charged with cutting down trees along College Drive and in Kiwanis Park, which would be felony charges. The quote to replace the trees was \$5,595. The group decided that each youth will pay \$1,400 in restitution and serve 140 hours of community service. Failure to complete the program will result in the case being returned to the court system. The parents/guardians were very supportive of the Restorative Justice opportunity and the youths expressed remorse for what they had done. Due to the nature of the crime and the resulting public concern, Ms. Burkey requested, if possible, to let the public know that the crime had been solved and restitution would be forthcoming.

PUBLIC FORUM

Mr. Johnson requested that the Non-Motorized Transportation Plan be added to the October meeting agenda.

Mr. Hegstad reported that the Brainerd Rotary Club has designated Rotary Park as its centennial project, to be announced publicly in January 2017. The club's centennial will be in 2021.

CITY ADMINISTRATOR'S REPORT

DIRECTOR'S REPORT

- Staff met with Greg Stoks of Aquatic Recreation regarding the Gregory Park fountain on Sept. 21. Mr. Stoks indicated the fountain bowl would not need to be replaced. He plans to provide a design and estimate in about a week. Formal vendor bids will be sought.
- Employees from Foster, Jacobs and Johnson, who were attending a state convention at Grand View Lodge, weeded and placed wood chips in one of the roundabouts on College Drive as a team building exercise on Sept. 21. The company donated \$2,000 to purchase wood chips. Teen Challenge will donate time to weed and place wood chips in the other two roundabouts. Ongoing maintenance of the College Drive roundabouts has been requested for the 2017 budget.
- Staff has teamed with the Central Lakes College Occupational Skills program in which a student will work with the maintenance staff from 9:30 a.m. to 3:30 p.m. on Tuesdays and Thursdays through December. This is a volunteer position and the student receives college credits.
- The One-Hit Wonder co-rec softball tournament was cancelled due to lack of teams. It was replaced by the Foolin' Around co-rec tournament and six teams registered. The Foolin' Around tournament had a different format each inning, such as one inning players had to throw with the opposite hand, the next inning they had to bat opposite handed, the next inning they ran the bases backwards, etc. The tournament fees were placed in the Field 3 softball light project fund. No paid staff worked the tournament
- Work continues on repairing the Mills Field outer wall. Many areas of the wall and support posts were rotting out and nearly falling down. Funds for the repair come from the annual anonymous donation for Mills Field repairs in which \$15,759.34 is available for use.
- The 10th annual Great Pumpkin Festival is scheduled from 1-4 p.m. on Saturday, Oct. 15, at Gregory Park.
- The next Park Board meeting will be held on Oct. 18 because the Director and Recreation Specialist will be attending the state convention the following week in Eagan. The 2017 state convention will be held at Cragun's Resort and Conference Center.

NEXT MEETING

Tuesday, October 18, 2016 at 4:00 p.m. at the Conference Room at City Hall.

ADJOURNMENT

Mr. Boeder made a motion at adjourn at 4:58 p.m. Ms. Burkey seconded and the motion carried 5-0.

Respectfully submitted,

Kim Finch, Administrative Specialist