

**BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
November 22, 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 October 18, 2016**
- B. Approval of the disbursements for the month of November 2016**

OLD BUSINESS

A. Selective Harvest

Tree cutting at Buffalo Hills-Lions Park is done, with a few truckloads of logs left to be removed by the logger. Staff will clean up some remaining brush and debris with the skid steer. The logger left the required buffer around the property. Final revenue may be a little more or less than the bid amount that the logger paid in advance.

B. Gregory Park Fountain

Staff presented three bids to repair or replace the Gregory Park fountain. Flair Fountains, that built the original fountain, would replace the entire structure for \$100,000. Commercial Aquatic Engineering/Aquatic Recreation Company would refurbish the existing structure for \$61,306. Minnesota Landscaping provided a bid of \$25,914.08. Staff is recommending the Park Board to approve the Aquatic Recreation bid, as the company has the most experience in refurbishing fountains of this type and size. If approved, the Board's recommendation would be sent on to City Council for consideration as a 2017 budget item. To date, \$7,640.07 has been donated to the project. Ms. Burkey made a motion to accept the Gregory Park fountain bid from Aquatic Recreation, contingent upon funding. Mr. Hegstad seconded. Ms. Holm expressed her desire for a combination fountain/splash pad, rather than two separate structures. Motion passed 4-1 with Ms. Holm opposed.

C. Northtown Playground

Mr. Sailer reported that Park Dedication Funds were received in 2004 from a previous owner of the Northtown development. Funds were used in accordance with the Park Dedication fee ordinance. Since 2004, Park Dedication funds have been used on a number of significant building projects within the park system, including buildings or improvements at Buffalo Hills-Lions, Bane, Memorial, Trailside and Gregory parks.

Mr. Sailer presented a number of "spider nest" playground structures that use ropes as the main element for climbing. Costs vary depending upon the size and design of the structure. The Park Board did not take any action on a playground at the Northtown development at this time.

NEW BUSINESS

A. Brainerd Ski Loons

The Brainerd Ski Loons are requesting permission to add another weekly evening practice for 2017, to allow more individual practice time. Practices would be from 6:30 to dusk, Monday through Thursday. Mr. Sailer said the

presence of the ski team has not caused any issues at Lum Park. Mr. Hegstad made a motion to approve the Brainerd Ski Loons request. Mr. Boeder seconded and board approval was unanimous.

B. Online Registration

The department is transitioning to different software, and is now accepting online registrations and credit/debit cards. To date, all Pond Hockey registrations have been done online.

C. 2017 Fees

Fees for 2017 programs and facilities were presented, with no increases recommended by staff. Mr. Boeder made a motion to approve the proposed 2017 fees. Mr. Hegstad seconded and board approval was unanimous.

D. 2017 Meeting Schedule

The 2017 board meeting schedule was presented. Ms. Holm made a motion to approve the meeting schedule. Ms. Burkey seconded and board approval was unanimous.

PUBLIC FORUM

The chair recognized Ms. Mary Koep. Ms. Koep shared that the Bob Olson Memorial Fund proceeds would be directed to the Gregory Park fountain project. She was uncertain as to how much was in the fund. Mr. Sailer mentioned that entities and individuals that donate a minimum of \$1,000 will get a memorial brick at the site of the fountain.

CITY ADMINISTRATOR'S REPORT

DIRECTOR'S REPORT

- Staff reserved 1,223 over-night stays at the Lum Park campground in 2016.
- Pond Hockey registrations are now being taken with a Dec. 16 deadline. Equipment handouts will be from 11 a.m. to noon on Dec. 17 with the two age groups beginning practices the first week of January.
- Staff met with committee heads at Cragun's Resort and Conference Center on Nov. 9-10 to begin planning for the MRPA state conference which will take place at Cragun's Oct. 10-13, 2017.
- Staff began hanging Christmas decorations downtown and on designated streets the week of Nov. 14. The "Gnome for the Holiday" event will take place downtown from noon to 6 p.m. on Saturday, Nov. 26.
- Maintenance staff helped the street crews following the Nov. 18 snow event.
- Maintenance staff blew snow off the outdoor rinks so the ground freezes when temperatures drop.

NEXT MEETING

Tuesday, December 20, 2016 at 4:00 p.m. at the Conference Room at City Hall.

ADJOURNMENT

Ms. Holm made a motion to adjourn at 4:50 p.m. Ms. Burkey seconded and the motion carried 5-0.

Respectfully submitted,

Kim Finch, Administrative Specialist