BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
January 24, 2017 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, Park Director Tony Sailer and City Administrator Jim Thoreen. City Council Liaison Dave Badeaux was noted absent.

ELECTION OF OFFICERS

Mr. Boeder made a motion to retain Dale Parks and Dan Hegstad as President and Vice-President, respectively, of the Brainerd Park and Recreation Board. Ms. Burkey seconded and board approval was unanimous.

ADDITIONS TO AGENDA

See Item "G" under New Business. A motion to amend the agenda was made by Mr. Hegstad and seconded by Ms. Burkey. Board approval was unanimous.

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 December 20, 2016
B. Approval of the disbursements for the month of January 2017

OLD BUSINESS

A. Splash Pad Update

Mr. Sailer reported that he and Mr. Hegstad attended a Splash Pad committee meeting on January 19 and learned that $18,500 has been raised to date for the Splash Pad project. They attended another meeting on January 23 that included representatives from Essentia Health. Essentia Health is behind the project and wants to be involved on a "hands on" (in-kind) basis as well as provide monetary support.

NEW BUSINESS

A. "This One's For Hop" Tournament

The chair recognized Eryk Haapajoki, who is requesting use of the adult softball fields at Memorial and Mill Avenue parks for the 39th annual Brainerd Men's Invitational softball tournament on July 8-9, 2017. The financial statement from the 2016 tournament was distributed. A motion to accept the tournament request as presented was made by Ms. Burkey, seconded by Ms. Holm and approved by the Board.

B. Wounded Warrior Event

In conjunction with the Brainerd Men's' Invitational, Mr. Haapajoki is requesting the use of Mills Field on July 7, 2017, to host a Wounded Warrior patriotic event. Organizers hope to draw a crowd of 1,500 to Mills Field to enjoy an exhibition softball game, fireworks, a flyover and national talent to sing the national anthem and "God Bless the U.S.A." No admission will be charged, but a suggested donation of $5.00 per person will be accepted for the Wounded Warrior organization. Concessions will be available. Volunteers plan to help the department paint the refurbished fencing around Mills Field prior to the event. The Wounded Warrior softball team will also play in the Haapajoki tournament and an event is planned at the Brainerd Miracle League Field with Miracle League athletes on

Friday afternoon. The Brainerd Lions have pledged monetary support and are providing lodging at Camp Vanasek. Reichert Bus Service is providing local transportation for the team. A motion to approve the Wounded Warrior Event and waive the field rental fee was made by Mr. Hegstad and seconded by Mr. Boeder. Board approval was unanimous.

C. Car Show

Merle Gallant is requesting the use of Gregory Park for a Minnesota Street Rod Association Fall Campout Car Show on September 9 from 9 a.m. to noon. The request is the same as the previous year, and there were no issues with the 2016 event. Ms. Holm made a motion to approve the request, Mr. Hegstad seconded and board approval was unanimous.

D. Hourly Rates

Staff is considering hiring a temporary maintenance worker at a higher rate of pay for weekends throughout the summer months. This unsupervised position requires a responsible, reliable person to clean restrooms and collect trash at all park facilities. Having a designated employee for the weekend duties enables full-time maintenance staff to work more efficiently throughout the busy summer season. A grant from the National Joint Powers Alliance is paying for a summer intern this year, which will more than offset a higher rate of pay for the maintenance position. Staff is also considering a more competitive rate of pay for other summer workers in order to attract and retain good employees. Mr. Sailer will provide further information at the February meeting.

E. Pond Hockey

There are 49 players registered in the Pond Hockey leagues, which is consistent with previous years. On January 16 former NHL goaltender and Stanley Cup winner Chico Resch attended a Polar Bears practice and gave goaltending and shooting tips, and also worked on skating skills. A story on Pond Hockey was published in the December/January edition of the Lake Country Journal magazine. The "On Golden Pond Jamboree" will take place February 25 at Essentia Sports Center.

F. Revenue/Expense Report

Staff distributed a year-end report documenting revenues and expenses for the various department programs.

G. Eagle Scout Project

Ms. Burkey was approached by an Eagle Scout candidate about doing a project for Gregory Park. He is planning on studying welding, and he plans to work with the CLC welding program to make a bicycle rack for the park. Staff would want to approve the design of the rack for liability reasons, and Mr. Sailer will contact the boy's parent to discuss his project.

PUBLIC FORUM

CITY ADMINISTRATOR'S REPORT

Mr. Thoreen reported that the department is looking at job classification questions and concerns. The City will be undertaking a compensation development plan this year. The City's Pay Equity Report was approved by the State of Minnesota. The City is considering PTO versus vacation/sick leave/special holiday pay. The City Council and department heads will have a strategic planning session on February 11. Mr. Thoreen asked board members to review Chapter 9 of the City Charter when they have some time. He would like input as far as possible recommendations for updating the language of the Charter as it pertains to the Park and Recreation Board. Mr. Thoreen told the Board that he wants to invest fiscally in the parks, as he believes it will attract people to the community.

DIRECTOR'S REPORT

- The 13 & Under state baseball qualifier tournament filled up with 12 teams on Jan. 9 and the 11 & Under state baseball qualifier filled up with 16 teams on Jan. 13 (since that date one team has dropped out). Enrollment opened Jan. 1. As of Jan. 20, there are seven teams registered in the 10 & Under tournament and eight teams registered in the 12 & Under tournament.
- The NJPA has indicated it will provide a grant to hire a summer intern for the Parks Department at an hourly rate of $12 per hour.
- The deadline for returning adult softball teams is Feb. 24. After that date new teams will be allowed to register
- Staff took advantage of the warm weather to take down the Christmas lights and swag Jan. 19-20.
- Staff repaired numerous holes in the skating rink boards at Mill Avenue Park.
- Staff will meet with the Gregory Park fountain engineer on Jan. 26.
- Warming houses have been closed for several days due to the warm weather and rink conditions. Staff hopes to reopen the rinks on Jan. 25.

NEXT MEETING

Tuesday, February 28, 2017 at 4:00 p.m. at the Conference Room at City Hall.

ADJOURNMENT

Ms. Holm made a motion to adjourn at 5:00 p.m. Mr. Hegstad seconded and the motion carried 5-0.

Respectfully submitted,

Kim Finch, Administrative Specialist