

**BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
March 28, 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, City Council Liaison Dave Badeaux and Park Director Tony Sailer.

ADDITIONS TO AGENDA

See Item "B" under Old Business.

**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 February 28, 2017**
- B. Approval of the disbursements for the month of March 2017**

OLD BUSINESS

A. Northtown Playground

The chair recognized Tom Dehn and David Mernin, representing the Northtown Meadows development. Mr. Dehn presented at the October 2016 board meeting, and he wanted to update board members on the new construction that is happening at Northtown. A number of homes have been sold, with more being built, and young families are moving into the neighborhood. There are approximately 100 lots available yet. He would like to see a playground area geared toward younger children put in, to enhance the growing neighborhood. Park dedication fees were paid in 2004 by a previous owner of the development, and two outlots deeded to the city. Mr. Dehn is willing to donate two additional lots adjacent to one of the outlots the city already owns, as well as \$400 per lot that is sold, to be designated for playground equipment.

The Board was amenable to the possibility of a small playground area with picnic tables and benches, and directed Mr. Sailer to seek playground designs from vendors in the \$20,000-\$30,000 range. Mr. Sailer will also check with the City Attorney about accepting the donated lots and \$400 per lot, and put together an estimated cost of future maintenance of the playground area. The item was tabled to the May agenda.

B. Buffalo Hills-Lions Park Scoreboard

Mr. Sailer requested that Park Dedication funds be used for the installation costs of the scoreboard for Buffalo Hills-Lions Park that was donated by Viking Coca-Cola in 2016. Steel beams, cement and electrician costs are expected to be in the \$1,000 range. Ms. Burkey made a motion to use Park Dedication funds for the scoreboard installation. Mr. Boeder seconded and board approval was unanimous.

NEW BUSINESS

A. Softball Umpire Certification/Uniforms

Mr. Boeder asked the Board to consider paying for certification fees and uniforms for the adult softball umpires. Staff suggested paying 50-100% of the certification fees and have the umpires continue to purchase their own uniforms, noting that some umpires work for entities other than the City of Brainerd. Following a brief discussion, Ms. Holm made a motion for the city to cover 100% of the adult softball umpire certification fees from the adult softball budget, and have umpires purchase their own uniforms. Ms. Burkey seconded and board approval was unanimous, with Mr. Boeder abstaining.

B. Gregory Park Project

Essentia Health is considering a monetary donation as well as volunteer labor to upgrade Gregory Park. Suggested improvements from staff include replacing the pea rock with engineered wood fiber chips at both playgrounds, replacing the lilac bushes in the Center Court area, and planting trees in the south and east areas of the park. A decision should be forthcoming from Essentia Health in late April or early May.

PUBLIC FORUM

Ms. Burkey announced there were still a few openings in the Garden Expo classes to be presented by the Crow Wing County Master Gardeners on Saturday, April 1, at the Brainerd High School.

CITY ADMINISTRATOR'S REPORT

DIRECTOR'S REPORT

- Individuals from Sentence to Serve, Teen Challenge, Rotarians and friends and family, cleaned up storm damage at Rotary Riverside Park on March 4. The group used a loader with a grapple, a tractor with forks, two trailers, a 4-wheeler, nine chainsaws and miscellaneous equipment to complete the task.
- The Minnesota Twins will host a youth baseball/softball camp on Saturday, June 10, at Bane Park. The camp will run from 9 a.m. to 10:30 a.m. for ages 6-9, and from 10:30 a.m. to noon for ages 10-13. There is no charge.
- Buffalo Hills-Lions Park will benefit from the Warrior Day of Service on April 5. Students will pick up fallen branches through the center of the park and, if time allows, move debris from the selective harvest along the entrance/exit to the park.
- The family of Jim Guin, a long-time Pony League baseball coach in the 1960s and 1970s, donated \$250 to the Parks Department following his passing. The family requested the funds be put toward Pony League expenses.
- The annual Easter Egg Hunt will begin at 10 a.m. on Saturday, April 15. The event will take place at Gregory Park this year because a portion of Lum Park was seeded last fall following the construction project.
- The summer program guide was distributed to the schools on March 20. The deadline to register for youth baseball is April 14 and the youth softball deadline is April 21.
- The Early Bird men's C/D softball tournament is scheduled for April 22 at Memorial Park.

NEXT MEETING

Tuesday, April 25, 2017 at 4:00 p.m. at the Conference Room at City Hall.

ADJOURNMENT

Ms. Burkey made a motion at 5:00 p.m. to adjourn to a closed session to conduct Mr. Sailer's performance evaluation. Mr. Boeder seconded and the motion carried 5-0. Ms. Burkey motioned to adjourn the closed meeting at 5:09 p.m. Ms. Holm seconded and the motion carried 5-0.

Respectfully submitted,

Kim Finch, Administrative Specialist