

**BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
April 25, 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 "C" under New Business.

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

OLD BUSINESS

A. Bane Park Project

Hy-Tec Construction submitted bids to replace the announcer's booth at Bane Park at a cost of \$26,127.66, and six dugouts at Bane and Jaycees parks at a cost of \$27,752.25. With \$42,000 available in Park Dedication funds, staff is recommending replacing the announcer's booth and two dugouts at Bane Park, which would reduce the dugout bid by two-thirds. The Hy-Tec bids are through the NJPA's EZIQC contract process, so the projects can begin without going through a bid process, pending Park Board approval. Ms. Holm made a motion to replace the announcer's booth and two dugouts at Bane Park for a cost of approximately \$35,000. Ms. Burkey seconded and board approval was unanimous.

B. Ski Loons Ramp

Kurt LeVasseur, whose property abuts the north side of Lum Park, has informed staff that he is very unhappy with the Ski Loons' ramp and dock in Rice Lake. He claims there has been erosion along his shoreline due to the ski club's continual use of the lake, and is threatening legal action if the ramp and dock aren't removed between shows. Staff informed Mr. LeVasseur that the Park Board's jurisdiction ends at the water's edge, the Ski Loons have a permit for the ramp from the Crow Wing County Sheriff's Department and the required insurance, and also have Park Board permission to use Lum Park for staging purposes. He was also told about the meeting that took place between staff, the Rice Lake Association and the Ski Loons last year, to iron out various issues that were presented to the Park Board. Mr. LeVasseur does not belong to the association, and he declined an invitation to attend the Park Board meeting to state his concerns. The Board took no action, but asked that Mr. Sailer send Mr. LeVasseur a letter reiterating what he had already been told, and to refer him again to the County regarding jurisdiction of the waters.

C. Memorial Park Backstop

The Field 1 backstop at Memorial Park was replaced last fall due to storm damage. The Board approved using Park Dedication funds to construct a sturdier backstop with slats built in to replace the former sun screens that were used. This spring heavy winds pushed portions of the backstop fence off kilter, and it was determined that supports were needed to prevent further wind damage. Staff is requesting to use Park Dedication funds for the added supports, which cost \$1,400. Mr. Boeder made a motion to approve the funds; Mr. Hegstad seconded and board approval was unanimous.

D. Northtown Playground Design

Staff presented two designs submitted by St. Croix Recreation, in the \$20,000 to \$30,000 range the Park Board requested. Flagship Recreation also plans to submit designs. No action was taken.

NEW BUSINESS

A. Land Donation

An individual who would like to remain anonymous wishes to donate approximately 40 acres of property to the city. Much of the property abuts Rotary Park, and the Rotary Club is favorable to adding it to the existing park. Staff requests approval of the land donation, to be forwarded to the City Council for final approval. Mr. Hegstad made a motion to accept the land donation; Ms. Burkey seconded and board approval was unanimous.

B. Facility Request

Tri-County Community Action asked to reserve Pavilion 1 at Lum Park from 10 a.m. to 2 p.m. on Friday, May 12, for the Head Start end of school celebration. A disc jockey and dunk tank, along with other children's events, are planned. TCCA noted it will be age-appropriate music, and they will keep the volume down in respect to other park users. The non-profit event meets the Park Board's criteria for waiving the park rental fee. Motion to approve the event was made by Ms. Burkey, seconded by Mr. Hegstad and board approval was unanimous.

C. Facility Request

Greg Yde is requesting the use of the restrooms at Memorial Park for the 5th Annual Meet and Greet Car Show to be held on May 21 from 10 a.m. to 5 p.m. This is the second year the event will be held at the Memorial Park parking lot. Mr. Hegstad made a motion to approve the request, Ms. Holm seconded and board approval was unanimous.

PUBLIC FORUM

Ms. Burkey mentioned that Arbor Day would be held at Garfield School on Friday, April 28.

CITY ADMINISTRATOR'S REPORT

DIRECTOR'S REPORT

- The annual Easter Egg Hunt took place April 15 at Gregory Park and drew a record crowd. Bags of Easter candy handed out totaled 485. The event was historically held at Lum Park, but due to construction, it was moved to Gregory Park. A number of participants noted how much better the location was and staff plans to continue holding it at Gregory Park.
- Staff used funds from the Minnesota Twins grant to run an ad campaign in the Brainerd Dispatch to promote youth baseball. Tony Veith, Wayne Caughey and Todd Revenig were featured in the ads (see enclosed). On Facebook, the Veith ad had 8,638 views, Caughey 2,216 views and Revenig 1,124 views. Special thanks to Park Board liaison David Badeaux for working on the ad designs.
- The Early Bird softball tournament took place April 22 with 18 teams participating.
- Youth baseball and softball coaches' meetings, skills clinics and drafts either took place or will soon be held.
- The men's adult softball season begins April 25-26. The Women's season begins May 15, the Co-Rec season on May 18 and the Masters season on May 19.
- Upcoming events include the Bicycle Clinic from 10 a.m. to noon at the Brainerd High School lower site parking lot on May 20 and the Kids Fishing Clinic beginning at 9:30 a.m. at Lum Park on May 27.

NEXT MEETING

Tuesday, May 23, 2017 at 4:00 p.m. at the Conference Room at City Hall.

ADJOURNMENT

Motion to adjourn at 4:47 p.m. was made by Ms. Holm and seconded by Ms. Burkey. Motion passed 5-0.

Respectfully submitted,

Kim Finch, Administrative Specialist