

**BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
July 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, Holly Holm, City Council Liaison Dave Badeaux, Park Director Tony Sailer and City Administrator Jim Thoreen. Dan Hegstad was noted absent.

ADDITIONS TO AGENDA

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

- A. Approval of the minutes of the regular meeting held June 27, 2017**
- B. Approval of the disbursements for the month of July 2017**

OLD BUSINESS

A. Northtown Addition Playground

Staff included a \$30,000 capital request for playground equipment for the Northtown Addition in the preliminary 2018 budget proposal. Ms. Burkey inquired what site prep costs would be, and Mr. Parks asked if fill would need to be brought in. Board members asked what action, if any, had already been approved by the Board. Staff plans to do a site evaluation and will review past minutes and report back to the Board. Item tabled to the August meeting.

B. Pavilion Rental Policy

The Board discussed the department's policy of waiving park rental fees for non-profit groups. Staff reported that it checked with the cities of Baxter, St. Cloud, Bemidji and Detroit Lakes, none of which waive park rental fees for non-profits. The department waived 32 of 121 rental fees in 2016. Mr. Boeder made a motion to eliminate waiving park rental fees for non-profits, effective January 1, 2018. Ms. Holm seconded. Following a brief discussion, the motion passed unanimously. Staff will work to revamp its Pavilion/Athletic Field Rental Policy and Procedures, the Request for Use of City Facilities form, and update the Fee Schedule accordingly for 2018.

C. Wounded Warrior Event

Mr. Sailer reported that the Wounded Warrior Amputee Softball Team event was a huge success, with approximately 2,000 people in attendance. Many positive comments were heard, and approximately \$12,500 was raised with more funds yet to be turned in. Director Sailer stated that Eryk Haapajoki did an outstanding job organizing the event.

NEW BUSINESS

A. Gregory Park Fountain Update

Mr. Sailer reported that the company hired to refurbish the Gregory Park fountain will return no later than Monday, July 31, to complete the project.

PUBLIC FORUM

CITY ADMINISTRATOR'S REPORT

Mr. Thoreen expressed his appreciation to staff for its prompt response for assistance with a project at City Hall. He also advised the Park Board to “think big” with its “wish list” and about what we have and what we need to make Brainerd a beautiful and desirable destination.

DIRECTOR'S REPORT

- The Brainerd Eagles Club donated \$1,000 toward the Field 3 lights project at Memorial Park. To date, \$12,666.57 has been raised for the \$100,000 project. Staff has requested \$30,000 for three consecutive years in the capital project budget.
- The latest project completion date for the Gregory Park fountain is August 1.
- The Mid-Summer Slam for the three youth softball competitive leagues took place July 14. This is the first time the event took place at the Brainerd High School field.
- The Gopher State Tournament of Champions 15 & Under state baseball tournament took place at Mills, Adamson, CLC and two Forestview fields July 21-23 with 24 teams participating.

NEXT MEETING

Tuesday, August 22, 2017 at 4:00 p.m. at the Conference Room at City Hall.

ADJOURNMENT

Motion to adjourn at 4:45 p.m. was made by Ms. Holm and seconded by Ms. Burkey. Motion passed 4-0.

Respectfully submitted,

Kim Finch, Administrative Specialist