

**BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
February 27, 2018 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 Tim Boeder, Jackie Burkey, Dale Parks, Troy Rushmeyer, Kara Schaefer, City Council Liaison Dave Badeaux and Park Director Tony Sailer. Also noted present were City Administrator Cassandra Torstenson, and John Forrest and Pete Nelson from Brainerd Rotary Club.

ADDITIONS TO AGENDA

A. Oath of Office

Mr. Sailer administered the Oath of Office to returning board member Tim Boeder and new board member Kara Schaefer.

**MOVED AND SECONDED BY BURKEY AND PARKS,
DULY CARRIED TO APPROVE CONSENT CALENDAR AS PRESENTED**

- A. Approval of the minutes of the regular meeting held January 23, 2018**
- B. Approval of the disbursements for the month of February 2018**

OLD BUSINESS

A. Memorial Park Lights

The new lights for Field 3 at Memorial Park were installed February 12-13. The electrical work will be done when the ground thaws. Musco, Inc. also re-aimed the lights on Fields 1 and 2. There has been considerable positive feedback from the adult softball community about improvements to the facility. Mr. Sailer had Musco give him estimates for three lighting options for the hockey rinks at Mill Avenue Park, in the event that a long-term property agreement can be reached with BIC owner Mike Higgins, and the Park Board elects to improve facilities at that location.

NEW BUSINESS

A. Rotary Riverside Park

The chair recognized Mr. John Forrest, Chairman of the Park Committee for the Brainerd Rotary Club. Mr. Forrest presented a detailed overview of a preliminary master plan for Rotary Riverside Park. He explained that it was a compilation of ideas that has not yet been officially adopted by the club. Rotary Riverside Park will be a passive, non-active recreational area with a focus on education. Funding has and will continue to come from grants and donations. Mr. Forrest stressed that Rotary's pledge to the City of Brainerd is that Rotary will take care of this park. Proposed projects include River's Edge Trail, trailhead development, signage, a boardwalk and wildlife observation tower. Following the presentation, Mr. Forrest asked for Park Board approval for an entrance structure to be erected in 2018. Mr. Parks made a motion to support the construction of an entrance structure to Rotary Riverside Park. Ms. Burkey seconded and discussion followed. Board approval was unanimous. It was determined that the proposed entrance structure would have the necessary clearance for emergency and maintenance vehicles to enter the park. Vandalism will be a concern that will likely be addressed early on with a security camera system. Mr. Nelson wanted to thank Mr. Forrest publicly for all of his hard work and dedication to this park project.

B. Parks Master Plan

Mr. Sailer distributed a master plan that included each park property, its features and amenities, improvements within the past ten years, and future project plans. The report was well received by board members.

C. Baseball Association

Mr. Sailer and Mr. Rushmeyer met with two others to discuss forming a Brainerd Baseball Association for travelling youth baseball teams. Travel teams are separate from league teams, but players are required to participate in our leagues. Baseball numbers have declined the past several years, and it is the hope of this group that forming a Brainerd Baseball Association will attract players by providing the travel team opportunity. Most towns have baseball associations for teams that want to travel to play in tournaments. Brainerd hosts state qualifiers and a state tournament each year, and Mr. Rushmeyer coaches the only team representing Brainerd. The next meeting will be at 4 p.m. on March 8, at City Hall. Information was provided on the department's Facebook page and numerous individuals have shown interest.

PUBLIC FORUM

DIRECTOR'S REPORT

- The ASA co-ed state tournament will take place Aug. 8 at Memorial and Mill Avenue parks.
- The Minnesota Twins youth baseball/softball clinic will take place June 2 at Bane Park. Ages 6-9 will meet at 9 a.m., and ages 10-13 at 10:30 a.m.
- The annual Valentine's Day skating party took place Feb. 10 at Gregory Park with 150 persons attending.
- The Pond Hockey jamboree took place Feb. 24 at the Essentia Health Sports Center.
- The new office carpet will be installed March 6-7.

NEXT MEETING

Tuesday, March 27, 2018 at 4:00 p.m. at the Conference Room at City Hall.

ADJOURNMENT

Motion to adjourn at 5:15 p.m. was made by Mr. Parks and seconded by Ms. Burkey. Motion passed 5-0.

Respectfully submitted,

Kim Finch, Administrative Specialist