

**BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
September 24, 2019 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 Troy Rushmeyer, Kara Schaefer, Kevin Yeager, City Council Liaison Dave Badeaux and Park Director Tony Sailer. Tim Boeder and Dale Parks were noted absent.

ADDITIONS TO AGENDA

There were no additions to the agenda.

**MOVED AND SECONDED BY YEAGER AND SCHAEFER,
DULY CARRIED TO APPROVE CONSENT CALENDAR AS PRESENTED**

- A. Approval of the minutes of the regular meeting held August 27, 2019**
- B. Approval of the minutes of the special meeting held September 3, 2019**
- C. Approval of the minutes of the special meeting held September 10, 2019**
- D. Approval of the minutes of the special meeting held September 17, 2019**
- E. Approval of the disbursements for the month of September 2019**

OLD BUSINESS

A. Memorial Park Design

Mr. Sailer stated the last Memorial Park Committee meeting will be on October 1 at Widseth Smith Nolting, at which time the committee hopes to approve an updated conceptual design that incorporates the changes and amenities the committee agreed upon. Mr. Sailer will then schedule a presentation to City Council at its October 21 meeting. There was no discussion. Mr. Sailer went on to say that he will be applying for a grant from the Outdoor Recreation Grant Program through the Minnesota Department of Natural Resources. The Memorial Park project has many of the elements required for the grant, and the maximum award is \$250,000. The next grant cycle opens in November with grants awarded the following spring.

B. Buffalo Hills Trail Signage

Staff ordered four signs for the Buffalo Hills Trail with the \$2,500 grant received from Crow Wing Energized. Remaining funds will be used to purchase benches to place along the trail.

NEW BUSINESS

A. Park Facility and Program Rates

Staff requested the Board to review facility, campground, adult league and youth program rates, and to establish a rental fee for the new Gregory Park building with the kitchen facility. A 10-year fee history and current area campground rates were provided. Park pavilion fees were last increased in 2003, campground rates in 2018, adult

summer leagues in 2016, adult fall leagues in 2019 and youth programs in 2018. Staff is seeking consideration of a raise in pay for umpires for the adult leagues, with a corresponding increase in team fees to offset it.

Following a detailed discussion, Ms. Schaefer made a motion to increase current park pavilion rates by \$5.00. If the kitchen is used, the Gregory Park facility will be the same rate as the Lum Park pavilions, with refundable key and cleaning deposits of \$25.00 required. There will be an additional \$5.00 per night added to campground rates for weekends (Friday and Saturday nights), holidays and NHRA race week. Mills Field night rental rate (with lights) will be increased to \$150.00 per game (2-hour block). The adult tournament field rental rate will be increased to \$50.00 per team. The outdoor rink rental rate will increase to \$25.00 per hour. Rates will go into effect January 1, 2020. The motion was seconded by Mr. Yeager and board approval was unanimous.

Staff proposed increasing umpire pay by \$2.00 per game with a corresponding increase to team fees. Mr. Sailer reported that Brainerd pays its umpires considerably less than the surrounding area, and it is becoming increasingly difficult to recruit and retain umpires because of this. Mr. Boeder (absent) has been a vocal proponent at previous board meetings about how low Brainerd's umpire pay is compared to the surrounding area. Mr. Yeager suggested the Board bump the pay up to \$30 per game to be more competitive with other towns. Adult league fees were also reviewed, with board members taking into consideration when they were last increased. Following discussion, Ms. Schaefer made a motion to increase adult umpire pay to \$30 per game and increase league fees as follows: Summer leagues - \$50 per team with the exception of the Masters 35+ league (no umpires), fall softball - \$25 per team and kickball - \$5 per team. Pay rates and league fees will go into effect January 1, 2020. Mr. Yeager seconded and board approval was unanimous.

Staff recommended no change to youth program sponsor and participation fees, which were increased in 2018. Mr. Yeager made a motion to keep youth sponsor and participation fees the same for 2020. Ms. Schaefer seconded and board approval was unanimous.

B. Gregory Park Skating Rink and Tennis Court Usage

Mr. Sailer reported that the Discovery Woods Montessori School has been issued a key for the Gregory Park warming house when it uses the skating rink for physical education classes. They have not been charged a facility usage fee. There have been no issues, though the rink flooding schedule was changed to accommodate their usage of the rink. With the new facility, staff is asking the Park Board if they wish to consider a fee for access to the warming house.

Discovery Woods and St. Francis of the Lakes schools use the Gregory Park tennis courts for physical education classes, with the understanding that they must give up at least one court to the public if requested. The schools have not been charged anything for tennis court usage.

After a brief discussion, board members decided to leave the usage of the Gregory Park facilities as is with no fees assessed to Discovery Woods and St. Francis of the Lakes schools.

C. Gregory Park Warming House Recognition

Staff would like to recognize Mike Padgett at the grand opening of the Gregory Park warming house on Saturday, October 12. Mr. Padgett has taught children how to skate at the Gregory Park outdoor rink for about 40 years. A plaque honoring Mike will be installed in the new building. Mr. Yeager made a motion to approve funds for a plaque honoring Mike Padgett. Ms. Schaefer seconded and board approval was unanimous.

PUBLIC FORUM

CITY ADMINISTRATOR REPORT

No report.

DIRECTOR'S REPORT

- The 13th annual Great Pumpkin Festival will take place from 1-4 p.m. Saturday, Oct. 12, at Gregory Park. Outback Trail Rides indicated it will donate approximately 100 pumpkins to be given away at the event.
- The Howl-O-Ween event will take place from noon to 1 p.m. Saturday, Oct. 26, at Buster Park.

NEXT MEETING

Tuesday, October 1, 2019, at 4:00 p.m. at the Conference Room at Widseth Smith Nolting at 7804 Industrial Park Road, Baxter MN 56425.

ADJOURNMENT

Motion to adjourn at 5:01 p.m. was made by Ms. Schaefer and seconded by Mr. Yeager. Motion passed 3-0.

Respectfully submitted,

Kim Finch, Administrative Specialist