

**BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
October 22, 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 4:04 p.m.

Present were President Troy Rushmeyer, Kara Schaefer, Tim Boeder, Dale Parks, Kevin Yeager, City Council Liaison Dave Badeaux and Park Director Tony Sailer.

ADDITIONS TO AGENDA

Mr. Rushmeyer requested to speak at Public Forum

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

- A. Approval of the minutes of the regular meeting held September 24, 2019**
- B. Approval of the minutes of the special meeting held October 1, 2019**
- C. Approval of the disbursements for the month of October 2019**

OLD BUSINESS

A. Memorial Park Design

Mr. Sailer thought the Memorial Park Design presentation was well received at the City Council meeting. Mr. Dubel from WSN and some of the Park Board members attended the meeting. Mr. Badeaux said it will now go to the Personnel and Finance committee, and he thinks it is just a matter of what dollar amount the committee will recommend. The P & F Committee will also discuss whether to purchase the BIC parking lot after they get the property appraisal in a week or two. If the City decides to purchase the lot, Mr. Badeaux will push to have any improvements come out of the City budget, not the Parks Department budget. Mr. Sailer shared that he received an inquiry from the Brainerd Basketball Association asking if the department had considered putting basketball courts on the second hockey rink. The association indicated it would be willing to help in any way possible. There was no further discussion.

B. Facilities Study Update

Staff provided a detailed list of repairs that have been completed as a result of the 2018 Facilities Study.

C. 2020 Fee Schedule

An updated facility fee schedule with the 2020 changes previously approved by the board was included for review.

NEW BUSINESS

A. Mississippi Headwaters Presentation

Mr. Tim Terrill, Executive Director of the Mississippi Headwaters Board, gave a presentation about a pilot project that recently installed signage on a stretch of the Mississippi River in Aitkin County. The signs provide time and distance information for people paddling the river in canoes, kayaks and on paddleboards. The group is looking to expand the

project at various locations in its eight county area. The signage includes an informational kiosk at the entry point, a sign placed midway along the designated stretch of river, and one at the disembarkment site. Existing public sites that have parking are preferred for getting on and off the river. The group is seeking Park Board, City of Baxter and the Minnesota DNR's approval for a similar project that starts at Kiwanis Park and ends at Crow Wing State Park. The Mississippi Headwaters Board will provide the signs, and Mr. Terrill stated the cost to the City would be about \$500 for the lumber and staff time to construct the kiosk at Kiwanis Park. Mr. Parks mentioned that the Kiwanis Club might be interested in doing the project. Mr. Boeder made a motion to approve \$500 for the cost of lumber for the proposed river signage and Mr. Parks seconded. Two board members wanted more detailed information about the cost. The motion passed 3-2 with Mr. Yeager and Ms. Schaefer opposed.

B. Meadows Park Playground-Funds Transfer

Mr. Sailer asked for board approval to transfer \$17,000 from the Park Dedication Fund to the Capital Improvement Fund for the previously approved Meadows Park playground project. He also asked for \$4,667.23 to cover the costs of timbers and additional wood chips for the playground area. On another matter, the Buffalo Hills-Lions Park scoreboard installation cost \$36.33 more than what was designated for the project in the Park Dedication Fund. Mr. Sailer asked the Board to approve the additional expenditure. Mr. Parks made a motion to transfer \$17,000 plus \$4,667.23 from the Park Dedication Fund to the Capital Improvement Fund for the Meadows Park playground, and to approve \$36.33 for the Buffalo Hills-Lions Park scoreboard installation. Mr. Yeager seconded and board approval was unanimous.

C. 2020 Meeting Dates

The schedule of 2020 Park Board meeting dates was distributed.

D. Park Board Meeting Location Change

Mr. Sailer advised board members that beginning in November, meetings will be held on the third floor of the Crow Wing County courthouse due to the renovation of City Hall. Reminders will be sent out with meeting materials.

PUBLIC FORUM

Troy Rushmeyer wanted to share conversations from recent Brainerd Lakes Area Baseball Association meetings regarding the future of the Brainerd competitive baseball leagues. As discussed at previous Park Board meetings, participation numbers are not good, and the association doesn't think they are likely to improve. BLABA board members feel that a decision needs to be made by the department to consider partnering with the Baxter competitive baseball leagues. Mr. Sailer pointed out that the kids all go to school together and over the years many parents have commented that there should just be one program for Brainerd and Baxter youth. The association is proposing to move forward with combining the two and schedule meetings between the Park Board, City Councils and the School District. BLABA would run the Brainerd travel program and Community Education would run the recreation program side of things. Mr. Badeaux offered to meet with representatives from the City of Baxter to find out how the financial end of things would work with Community Ed. Mr. Rushmeyer will bring more information to the November meeting and asked to be put on that agenda.

CITY ADMINISTRATOR REPORT

No report.

DIRECTOR'S REPORT

- The Great Pumpkin Festival, Gregory Park warming house/pavilion ribbon cutting and warming house dedication were postponed a week due to inclement weather. The events were rescheduled to Oct. 19.

- The Howl-O-Ween event at Buster Park is scheduled from noon to 1 p.m. on Oct. 26 at Buster Park.
- The Parks Director will attend the Minnesota Recreation and Parks state conference in Brooklyn Center Nov. 5-8. The 2020 convention will take place at Cragun's Resort and Conference Center.

NEXT MEETING

Tuesday, November 26, 2019, at 4:00 p.m. at the Crow Wing County Courthouse (3rd floor) at 326 Laurel Street, Brainerd.

ADJOURNMENT

Motion to adjourn at 5:02 p.m. was made by Mr. Boeder and seconded by Mr. Parks. Motion passed 5-0.

Respectfully submitted,

Kim Finch, Administrative Specialist