

BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
October 27, 2020 at 4:00 p.m.
City Hall Council Chambers
501 Laurel Street, Brainerd, MN 56401

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. by Board President Schaefer

Present were President Kara Schaefer, Tim Boeder, Dale Parks, Kevin Yeager, and Park Director Tony Sailer. Also noted present were Mayor Dave Badeaux, City Administrator Jennifer Bergman, HR Director Kris Schubert, City Engineer Paul Sandy, Recreation Coordinator Katie Kaufman, Aldermen Wayne Erickson and Gabe Johnson, YMCA Director Shane Riffle and ISD 181 Community Education Director Cori Reynolds (via WebEx). Troy Rushmeyer was noted absent.

APPROVAL OF AGENDA

Moved and seconded by Parks and Yeager, duly carried, to approve the agenda.

APPROVAL OF CONSENT CALENDAR

Moved and seconded by Boeder and Parks, duly carried, to approve the consent calendar.

A. Approval of Minutes

1. Special Meetings held on July 14, 2020 and July 21, 2020
2. Regular Meeting held on July 28, 2020

B. Approval of the Disbursements for the Month of October 2020

UNFINISHED BUSINESS

A. Park Programs

Mr. Sailer welcomed Mr. Riffle from the YMCA and Ms. Reynolds from ISD 181 Community Education. Mr. Sailer recapped the RFP process to date and explained that in the meantime staff came up with a Park District approach that would involve Brainerd, Baxter, the YMCA, Community Education, Parks and Recreation and the Brainerd/Baxter Baseball Association. He presented which programs would be operated by each entity. Mr. Riffle said the YMCA fully supports this and it is a unique opportunity to partner and create a youth sports model that will work together as children age, and ultimately in high school have a program that ties together the philosophy, character values, and skills that will benefit the entire community. The common goal is to make sure that more kids have more access and opportunity, and through collaboration we can do more. Ms. Reynolds echoed what Mr. Riffle said and Community Education is excited to partner with Brainerd Parks Department and the other entities to provide more top quality programs for kids. Discussion followed. The status of the Brainerd/Baxter Baseball Association taking over the 2021 baseball tournaments is unknown at this time. They have had a difficult time meeting due to COVID-19. Mr. Yeager made a motion for the Park Board to move forward as a participant in the formation of a Park District, and to ask staff to begin the process of laying out a timeline for implementation including meeting dates to discuss field use, space use, prep, advertising, and compensation. Mr. Boeder seconded and board approval was unanimous. The Chair declared the motion passed. Ms. Bergman added that agreements with the YMCA, Community Education, and the BBBA could be drawn up to include compensation, rules, and programs, and brought back to the Board at a future meeting for consideration.

B. Children's Museum

Mr. Sailer provided four conceptual plans that were presented at the October 15 Children's Museum Task Force meeting. He reiterated that the City has offered the Children's Museum space where the existing park buildings are, and the Park Board passed a motion on August 25 that the Children's Museum will only be located where the Lum Park office, maintenance and storage facility buildings are, as offered by the City. Mr. Yeager reported that museum leadership indicated at the meeting that it is not interested in moving forward with a design that places the museum in the location the City has specified, and they proceeded to narrow down design choices to those that had the museum elsewhere from where the existing buildings are. Mr. Sailer added that organizers also indicated that road additions, trails, etc., would be the City's expense, not the Children Museum's. Another concern is if the building is

located toward the north and east, traffic will exit onto Wonderland Park Road, which will negatively impact the neighbors there. Ms. Bergman shared that the City Council provided \$20,000 for a master plan for Lum Park that included the Children's Museum, so at the end of the day the City will have a nice master plan for Lum Park if the museum goes elsewhere. She will put this on the November 2 City Council agenda to determine if that is still the Council's position, and if so, will then have that conversation with museum organizers on November 3. Mr. Yeager made a motion to have staff draft correspondence to the Children's Museum leadership that states the Park Board will not support moving forward with any design that places the building in a location other than what has already been approved by the Park Board and City Council, and to no longer continue with the task force until the Museum comes back with something that is a better fit. Mr. Parks seconded. The Chair recognized City Council President Gabe Johnson who said the City Council will be glad to take up this discussion at the next City Council meeting. All members voted in favor and the Chair declared the motion passed.

C. Cable for Security Cameras

Mr. Sailer repeated information from the previous meeting about replacing the damaged security camera and protective globe at Gregory Park for \$1,900 or spend \$6,200 to replace the entire system with a new DVR and four cameras that would have updated technology and Wi-Fi capability. He reported that CTC does not currently have a drop in the Gregory Park neighborhood, but there are plans to install several drops to nearby businesses next year which would make it much more cost efficient to consider installation at that time. The cable service will cost between \$50-\$100 per month. Another option would be a Wi-Fi hotspot that would cost between \$30-\$60 per month. Staff recommends talking to CTC next spring to get installation costs and is seeking Park Board action on whether to purchase one camera and the globe or replace the entire system. Mr. Sailer confirmed there is money in the budget to cover the greater cost. Ms. Schaefer asked if staff could look into any grants for park security systems. Mr. Sailer indicated he could check with Essentia Health, as they have a specific interest in Gregory Park. Mr. Parks made a motion to replace the entire security system for \$6,200 this year and look at the Wi-Fi next year with CTC. Mr. Boeder seconded. Members Boeder, Parks, and Yeager voted in favor, with Schaefer opposed. The Chair declared the motion passed.

D. Park Survey

Ms. Kaufman compiled survey results in a more readable format per the Park Board's request. Board members thanked Ms. Kaufman for her time and effort. Mr. Sailer asked and received permission to send the survey compilation to the City Council.

NEW BUSINESS

A. Campground Host Site

Mr. Yeager asked for discussion about the campground host position and the condition of the site. There are a number of issues with the appearance of the host site that are mainly aesthetic. Mr. Yeager asked if we want a campground host, stating that many campgrounds function without one and only have online services. Mr. Sailer feels that with staff moving to City Hall we definitely need somebody on-site to check in campers that don't have reservations, sell firewood and collect dump station fees. He agreed that the site needs to be cleaned up. Some thoughts he had were building a small one-room cabin for the campground host at the entrance to the campground, or purchasing a used RV for the camp host to use. He said the campgrounds he visits have a nice place right at the entrance to the campground and some have a gate that is only accessible 7 a.m. and 7 p.m. with a security code issued for campers to enter and exit before and after hours. Having a campground host provides a level of security at the facility, as well as alerting campers of tornado warnings. Mr. Yeager suggested having Community Development Director David Chanski draft something that would address ordinance and maintenance issues with the current host's site. Mr. Sailer said he would check with Mr. Chanski and also call the School District to see if their shop class still does a building project each year. Mr. Yeager suggested exploring what some other campgrounds do as far as an honor system or other options.

B. Warming Houses

Mr. Sailer reported that we normally start flooding rinks around Thanksgiving. Nisswa plans to open rinks with a limited capacity allowed in the warming house with social distancing and masks required inside. He hasn't heard back from Baxter. We could provide outdoor benches for putting skates on. He is asking the Park Board's input on how to proceed with opening the warming houses and how much responsibility do we put on the attendants as far as compliance with the posted rules and guidelines. The consensus is that we have to adhere to the guidelines from the State and sanitize

the facility, but the attendants should not be put in the position of arguing with a patron who refuses to wear a mask inside. Staff will create signage for the facilities and communicate the rules and guidelines in the registration information for youth and adult pond hockey programs.

C. Dan Duda Field

Mr. Sailer reported that the field that was razed this year in preparation for the Memorial Park project had been named after Dan Duda, who died about 30 years ago. Staff gave the original field sign to the Duda family. Mr. Sailer would like the Park Board's approval to move the Dan Duda Field to the Bane Park Bronco Field, which isn't named after anyone. Mr. Parks made a motion to name the Bane Bronco Field the Dan Duda Field. Mr. Yeager seconded and board approval was unanimous. The Chair declared the motion passed.

D. Approval of Sanders Hire

Jess Sanders was hired as a full-time Maintenance I position and started on October 19. He completed paperwork and passed the pre-employment screening including a drug test and a background check. He started at Step 2 of the wage grid because of his previous experience. Mr. Yeager motioned to approve the Sanders hiring, Mr. Boeder seconded and board approval was unanimous. The Chair declared the motion passed.

PUBLIC FORUM

There was no public forum.

CITY ADMINISTRATOR REPORT

Ms. Bergman reported there is a Public Works meeting this Friday at 9:00 a.m. to continue the discussion. The City Council, at the direction of the Park Board, authorized creating an interim Public Works Department at its October 19 meeting. The interim will begin on December 19, the day after Mr. Sailer's retirement, and will go for a one year period through December 18, 2021 at which point it will be re-evaluated. She is looking forward to having the Parks staff move to City Hall on Friday. The City Council will go into a closed session on November 2 to discuss union negotiation strategy that will begin with Parks and Streets departments.

DIRECTOR'S REPORT

There was no Director's report.

NEXT MEETING

Tuesday, November 24, 2020, at 4:00 p.m., at Brainerd City Hall Council Chambers.

ADJOURNMENT

Moved and seconded by Boeder and Parks, duly carried, to adjourn the meeting at 5:30 p.m. The Chair declared the meeting adjourned.

Respectfully submitted,

Kim Finch, Administrative Specialist