Pursuant to due call and notice thereof, the meeting of the Brainerd Park Board was called to order at 4:00 p.m. by Board President Miller.

Upon roll call, the following board members were noted present: Schaefer, Shipe, and Chair Miller. Member Rushmeyer arrived at 4:01 p.m.

Also noted as present, Mayor Badeaux, Public Works Director/City Engineer Dehn, City Administrator Broyles, and Recreation Specialist Blank.

Board President Miller opened the meeting with the Pledge of Allegiance to the flag.

Approval of Agenda

MOVED AND SECONDED BY MEMBERS SCHAEFER AND SHIPE, DULY CARRIED, TO APPROVE THE AGENDA.

Approval of Consent Calendar

MOVED AND SECONDED BY MEMBERS SHIPE AND RUSHMEYER TO APPROVE THE CONSENT CALENDAR.

Upon roll call, members Rushmeyer, Schaefer, Shipe and Miller voted “aye”. No member voted “nay” in approval of the consent calendar.

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Unfinished Business

Update on Skatepark Match Information

Public Works Director Dehn reviewed information presented in past Board meetings regarding a new grant funding program for construction of skateparks. Director Dehn is requesting direction from the Park Board in moving forward with coordinating with State officials on the process of applying for the State’s grant funding program for the skatepark project.

Mayor Badeaux reported there may be a shift in the processes and that application may currently be open, but discussions are to be held in the next session so more information will be available this fall. Mayor Badeaux mentioned approving this now would be favorable even though it won’t be available until later this fall.

Member Shipe requested clarification on how asking the Skatepark to contribute the $20,668 would work and whether that amount would be donated to the City.

Director Dehn explained that a discussion would need to take place between the City and the Skatepark to find out what their budget goals are for the project versus what they would be willing to contribute. If they are willing to contribute to the project, they can donate dollars to the City for a specific purpose and then the City can utilize those dollars toward the project.

Member Schaefer would like to see the $20,668 put toward the project financially.

Member Shipe approached the subject of the City’s maintenance responsibility of the Skatepark.

Public Works Director Dehn emphasized that maintenance of the skatepark should be

minimal with it being constructed of concrete. The City will need to protect the skatepark from damage.

MOVED AND SECONDED BY MEMBERS SCHAEFER AND RUSHMEYER, DULY CARRIED, TO APPROVE STAFF IN EXPLORING THE STATE'S PROCESS IN APPLYING FOR THE MATCHING GRANT PROGRAM ALONG WITH THE POSSIBILITY THAT THE SKATEPARK CONTRIBUTES, IF NEEDED, TO MAKE THE MATCH.

New Business

Discuss Draft Agreement for Ski Loons

Public Works Director Dehn referenced the red-lined draft agreement that the Ski Loons had proposed at the last Park Board meeting. Director Dehn summarized the red-lined proposed changes in the agreement including a 3-year agreement, storage of the dock during the off-season, practices beginning at 5:45, portable storage unit concerns, Ski Loons' members and Rice Lake residents meet at least once a year, and a termination clause. Director Dehn highlighted a map showing the 250' representation with the goal of limiting the parallel speeding operations within the repairing area.

Member Rushmeyer thanked Director Dehn for making the draft revisions on the agreement. Member Rushmeyer addressed several issues in the agreement. Term of agreement would be better served at 1-year to ensure problems have been resolved rather than waiting 3 years to revisit workability of the agreement. The stairs on the lake need to be repaired prior to any agreement, as the City could be liable for any incidents on the stairs. Practices of two days a week rather than the proposed three to four, should provide sufficient time in preparing for shows. Member Rushmeyer questioned Director Dehn on the concern regarding the portable shed.

Director Dehn stated the concern is in the appearance of the portable shed matching the overall park design standards.

Member Rushmeyer agreed with the importance of both organizations meeting yearly to come to a compromise on issues, as well as helping to ensure all individuals are being held accountable for safety.

Member Schaefer agreed with Member Rushmeyer in proposing the agreement should be for a term of 1-year with it being reviewed at the end of the year. Member Schaefer stated practices should be two days a week and those days should be designated in the agreement. Member Schaefer also requested that the Park Board do a wrap up at the end of the season.

Member Shipe shared his disappointment in learning the Ski Loons had posted erroneous information on social media stating the Park Board was going to shut down their practices and performances just prior to the February meeting. The February meeting was to be a collaborative effort with the City to create a new agreement with the Ski Loon organization. Member Shipe shared his concerns in moving forward, if the Ski Loons will follow the agreement details.

Member Shipe mentioned that if the contract reaches mediation, the Ski Loons would be responsible for the cost of the mediation and the mediation would not be a financial responsibility of the City. Member Shipe would also like to prohibit vehicles on the park grounds.

Mayor Badeaux agreed that the steps need to be repaired and that he would like to see lights added to the ski jump. Mayor Badeaux doesn't see a problem with three days practice as well as keeping floating days that can be used with notice in using the floating days being given well in advance. Mayor Badeaux expressed he would like to see the City removed from the majority of infractions that occur and get this to a point where it is a safety concern.

Member Rushmeyer mentioned that as the Ski Loons organization grows, they will probably need to consider moving to a larger lake due to the erosion damage at Rice Lake. Member Rushmeyer reiterated that two days practice should be plenty and suggested the drivers get their certification on a different lake. Member Rushmeyer expressed that mediation isn't necessary and that the contract should be ended upon an infraction.

Chair Miller explained that we do need to receive some form of documentation so we are getting actual, on record, information that can be laid out before we terminate the contract. Chair Miller expressed his belief that the occurrence of one offense is enough to end the contract. Chair Miller also agreed that having it in the contract for the groups to come together and have a conversation once a year is a move toward a positive relationship, as well as having the contract be one for a 1-year term with reassessment at the end of the term.

Public Works Director Dehn summarized the revisions being requested by the Park Board members to include: 1-year contract; two days practice per week on fixed days to be stated in contract; no floating days; any safety issues with stairs or jump, they are taken out of service and fixed immediately before being returned to service; removing mediation; if there are violations the contract will terminate; wrap up meeting with the Rice Lake Assn after the season ends; no vehicles in the park, including shows; and adding lights on the ski jump.

Chair Miller added that if there is any sort of safety hazard, the hazard needs to be repaired or removed before any practice continues. Flex dates should be solidified by the initial meeting and if adjustments are necessary, they are required to fill out an event application 30 days in advance and approved by the Park Board.

Discuss Location of New Buffalo Hills/Lions Playground

Public Works Director Dehn referenced this being a follow-up to a 2024 Capital Budget item. Director Dehn reviewed three options for consideration regarding the location of the new equipment in the park.

Member Rushmeyer referenced the map showing possible placement where the existing basketball court is now. Member Rushmeyer addressed the safety issue of having foul balls hitting children playing on the equipment.

Member Schaefer referenced concerns of moving the playground to the parking lot area and placing the equipment and then needing to move it a second time.

Director Dehn clarified we are not relocating the existing playground equipment, but instead asking for directions on where to locate the new playground equipment that is in the 2024 Capital Budget.

Mayor Badeaux stated concern in making this an inclusive playground as the cost would be increased to allow for the accessible surface and this type of surface maintenance can be challenging. Mayor Badeaux referenced Bane Park having the accessible surfacing for its playground and possibly focus should be on keeping one park as "inclusive". Mayor Badeaux mentioned that there hasn't been a goal of having a paved parking lot in Buffalo Hills Park, so it's not going to be very accessible.

Member Shipe stated he was in favor of Option 3. This would allow time to make sure the partnership with the Lions Club is right and grant opportunities can be researched by both the Lions Club and the City.

MOVED AND SECONDED BY MEMBER SHIPE AND SCHAEFER, DULY CARRIED, TO CHOOSE OPTION 3: MOVING THE REPLACEMENT TO 2025 AND RELOCATE TO THE LOCATION PER THE MASTER PLAN; REQUEST 2025 CAPITAL FUNDS TO RECONFIGURE THE PARKING LOT; AND TO SPECIFICALLY DEDICATE PARK BOARD BUDGET TOWARD PLAYGROUND STRUCTURES AND NOT ACCESSIBLE SURFACES.

Chair Miller stated that the direction the Park Board has chosen to take should be communicated to the Lions Club so clear definition is made that the Park Board budget will be concentrating on replacing the playground equipment and the accessibility portion will be the responsibility of the Lions Club.

Approve YMCA and ISD 181 Agreements for 2024 Youth Programs

Public Works Director Dehn referenced a change in the agreements in removal of the quarterly reporting requirement and now requiring the two entities to present to the Park Board before the season to speak about their upcoming programs, and then in the fall to recap their summer programming as well as including a budget request for the following year.

MOVED AND SECONDED BY MEMBER SCHAEFER AND SHIPE, DULY CARRIED, TO APPROVE YMCA AND ISD 181 AGREEMENTS FOR 2024 YOUTH PROGRAMS.

Approve BBBA Agreement for 2024 Season

Director Dehn referenced the agreement as being the same as the prior year allowing the BBBA to use our equipment to groom the field and perform maintenance.

MOVED AND SECONDED BY SHIPE AND SCHAEFER, DULY CARRIED, TO APPROVE BBBA AGREEMENT FOR 2024 SEASON.

Discuss Mills Field Storage Shed

Public Works Director Dehn referenced $3,000 was budgeted to demolish the storage shed behind Mills Field. In evaluating the structure, however, significant power supply was found coming into and out of the shed. The cost to reconfigure this electricity would be a higher amount than what was allowed in the budget. Staff is recommending rehabilitating the roof and exterior of the Mills Field storage shed at a cost not to exceed $3,000 budgeted for the original demolition.

MOVED AND SECONDED BY SHIPE AND SCHAEFER, DULY CARRIED, TO REHABILITATE THE ROOF AND EXTERIOR OF THE MILLS FIELD STORAGE SHED.

Approve Event Application – Skatepark Spring Session

Public Works Director Dehn summarized the application is for an event proposed to take place in Memorial Park. The event will include a skatepark booth and lessons for kids.

Member Schaefer inquired if food or alcohol is included in the application.

Director Dehn verified there is nothing about food or beverages included in the application so the assumption would be that there is none.

MOVED AND SECONDED BY SCHAEFER AND SHIPE, DULY CARRIED, TO APPROVE EVENT APPLICATION – SKATEPARK SPRING SESSION.

Public Forum

Chair Miller opened the Public Forum at 5:29 p.m.

No one came forward.

Public Forum was closed at 5:29 p.m. by Chair Miller.

Staff Reports

Recreation Specialist Blank reported on the Easter Egg Hunt coming up on Saturday. All sports registrations are open with numbers for men's leagues being down, but women's and pickleball showing strong numbers. Early bird tournament registration has been slow. Donations are continuing to come in. Hiring has started for officials, concession workers, and the Recreation Intern.

Public Works Director Dehn recapped the ARPA Projects and introduced the new City Administrator, Nick Broyles, to the Board.

Board Reports

Chair Miller commended the Board for doing an immense job with a more "hands on" approach in trying to make negotiations with the Ski Loons and residents. Due to the positivity of the discussions, regardless of the outcome, the Board has made a solid plan in trying to make this work. Chair Miller thanked Recreation Specialist Blank for all the donation/sponsorship work that has been done.

Member Shipe referenced progress made in working on the 30-year Capital Plan. Member Shipe explained the three "buckets" of priorities: things we need to catch up on; things that are coming up; and things that need to be immediately funded.

Member Schaefer mentioned banners and if this is something we would be offering this year.

Recreation Specialist Blank reported that banner documents are currently being looked at to determine if we will be offering them again.

Public Works Director Dehn verified banner conversations are in place to help make the determination of offering banners. Director Dehn reported that he will send out final plans for the ARPA Projects.

MOVED AND SECONDED BY SHIPE AND SCHAEFER, DULY CARRIED, TO ADJOURN THE MEETING AT 5:44 p.m.

Respectfully Submitted,
Kathy Johansen, Administrative Specialist