

Call to Order

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 in the City Council Chambers.

Roll Call

Upon roll call, the following board members were noted present: Berns, Sandy, Shipe, and Chair Miller. Member Schaefer was noted as absent.

Also noted as present Mayor Badeaux and Public Works Director/City Engineer Dehn.

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

Approval of Agenda

MOVED AND SECONDED BY MEMBERS SANDY AND BERNs, DULY CARRIED, TO APPROVE THE AGENDA.

Approval of Consent Calendar

- A. **Approval of Minutes**
- B. **Approval of Disbursements**
- C. **Financial Reports**

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

Upon roll call, Members Berns, Sandy, Shipe and Miller voted “aye”. No member voted “nay” in approval of the consent calendar.

New Business

Approve Lighting Layout at Jaycees Park

City Engineer/Public Works Director Dehn stated that staff would like to finalize the lighting layout before final seeding. He gave Park Board two options. The estimate is \$7,500 per light. Staff is recommending two lights between the field and the pleasure rink.

Member Berns asked about funding.

City Engineer/Public Works Director Dehn stated that the funding for the lighting would come through the operating expenses.

Member Sandy asked about the replacement of the lights.

City Engineer/Public Works Director Dehn stated that the lights would be amortized over the life of the lights.

Member Shipe asked about the placement of the lights with the trench.

City Engineer/Public Works Director Dehn stated that the trench is a part of the pleasure rink at Jaycees. The rink was trenched to prevent the need for boards.

Mayor Badeaux stated that the rinks at Gregory and Bane are flat.

Member Shipe stated that he prefers option 1 as there would be more lighting in the parking lot and it would be safer. However, he doesn't know that it is worth \$15,000 to complete right away.

Member Berns stated that he likes the idea of four lights but does not like the idea that the money would have to come out of the operating budget when it wasn't a part of the original project. He opposes the lighting as a whole because it is not a part of the budget.

Member Sandy asked for more information on how the Park Board pays for utilities. It would be helpful to see how the departments interchange the cost of utilities.

City Engineer/Public Works Director Dehn stated that he could get clarification. He stated that the company is required to stabilize the site. The lights would be going in after the stabilization.

MOVED AND SECONDED BY MEMBERS SANDY AND SHIPE, DULY CARRIED, TO DIRECT STAFF TO PROVIDE MORE INFORMATION ON CAPITAL COSTS ON UTILITIES.

Approve WSB Amendment and Change Order Requests for Parks ARPA Projects

Member Sandy stated that he would be abstaining from discussion and voting due to his employment.

City Engineer/Public Works Director Dehn gave an overview of the amendment and the change order requests. Staff are looking at cost saving measures to ensure that the budget is being maintained.

Member Berns stated that he is opposed to change orders. He asked about the slope of the pleasure rink and how to change it to drain to the proper area. He is concerned about runoff onto the trail.

City Engineer/Public Works Director Dehn stated that it would be a significant grading project. He does not anticipate standing water on the trail.

Member Berns stated that he would rather have the park board pause, and ensure that there is a plan for the drainage.

MOVED AND SECONDED BY MEMBERS SHIPE AND MILLER TO APPROVE THE WSB AMENDMENT IN THE AMOUNT OF \$2,190, APPROVE THE CHANGE ORDER FOR THE CATCH BASIN REMOVAL AND TYPE 4 FABRIC, AND TO ADD AN ITEM TO THE NEXT MEETING TO DISCUSS THE PLEASURE RINK.

Upon roll call, Members Shipe and Miller voted "aye". Member Berns voted "nay". Member Sandy abstained. The Chair declared the motion carried.

Approve 2025 Ski Loons Agreement

City Engineer/Public Works Director Dehn gave an overview of the changes to the 2025 Ski Loons Agreement.

October 22, 2024

Chair Miller stated that the collaboration between the groups has been encouraging. The section 4 language is agreeable to both groups.

MOVED AND SECONDED BY MEMBERS BERNS AND SANDY, DULY CARRIED, TO APPROVE THE 2025 AGREEMENT WITH THE PROPOSED CHANGES.

Approve 2025 Facility Rental Fee Schedule

City Engineer/Public Works Director Dehn gave an overview of the fee schedule.

Member Shipe stated that the weeklong camping rate is something that he supports. It may encourage groups and being able to give a weekly rate would be helpful for groups trying to provide housing for individuals.

Chair Miller stated that the court rental is in line with other facilities.

Mayor Badeaux requested that the banner program be removed from the actual structure as he thinks that there may be a better community solution for the program. He has had a few conversations with people in the community.

Chair Miller stated that he would support finding other solutions for the banner program.

Member Shipe stated that he would be interested in a daily field rate with self-performed maintenance for tournaments.

City Engineer/Public Works Director Dehn stated that this is something staff has considered. He will explore the rates further.

MOVED AND SECONDED BY MEMBERS BERNS AND SHIPE, DULY CARRIED, TO TABLE THE DISCUSSION UNTIL THE NEXT MEETING.

Public Forum

Chair Miller opened public forum at 4:39 p.m.

No one came forward.

Chair Miller closed public forum at 4:39 p.m.

Staff Reports

City Engineer/Public Works Director Dehn gave a review of the Great Pumpkin Festival. He thanked all of the staff that helped with the event, another great review of the event. He thanked staff for their assistance finishing up the fall sports with the vacancy of the Recreation Specialist. There are still issues with vandalism, staff continues to work with the Police Department. He gave an update of the fall sports season.

Member Shipe asked whether Lyman P. White needs to be added to the weed and feed program.

Chair Miller asked about the fee increase for the scheduling software.

City Engineer/Public Works Director Dehn stated that the weed and feed will be reviewed when proposals are reviewed. The fee increase for scheduling software was well received.

October 22, 2024

Member Sandy stated that he had mentioned the 4th Street Roundabout to staff. There is a lot of old growth in the roundabouts. He would like to see them addressed.

Mayor Badeaux mentioned the fence on College Drive for maintenance as well.

Board Reports

Member Berns stated that he would like to see something on a future agenda to work on pickleball courts.

Chair Miller stated that Mr. Ruen one of the pickleballers dropped off a quote of \$51,350 for Gregory Park. He stated that he had asked the group to work on how to fund the courts. The Park Board has committed to maintaining what the City currently has.

City Engineer/Public Works Director Dehn stated that he had requested that Mr. Ruen put something together in order to request Park Board action. As staff, they look for direction from the Park Board.

Mayor Badeaux had stated that there is potential in the community to raise funds. He has stated previously that he has offered Community Action as a great place to start to help with funding.

Member Sandy stated that the ARPA projects are going very well. The sidewalks and curb and gutter are going in at Lum Park Beach. They are on punch list items at Jaycees and in the campground. He anticipates two more weeks of work to wrap the projects.

Chair Miller stated that he is concerned with the vandalism at the grandstand. He stated that the approach to vandalism has gotten better. The City needs to find a way to promote the consequences of damaging and to continue to improve the approach to vandalism. Vandalism cannot be tolerated.

Mayor Badeaux stated that vandalism is going to happen, it's sad when it's things of larger scale and goes beyond the mischievous, he would like to see the Board take a stand for consequences. The Band Stand could have been prevented if enforcement of rules was taken seriously.

Member Shipe stated that he has been thinking about the bandstand. Maybe they could take the forbidden nature away from the structure. It would make it less attractive to destroy it.

Mayor Badeaux stated that the Great Pumpkin Festival was a success. He likes that the event is free. We came together as staff to pull off the event.

Adjourn

MOVED AND SECONDED BY MEMBERS SANDY AND SHIPE, DULY CARRIED, TO ADJOURN THE MEETING.

Chair Miller adjourned the meeting at 5:08 p.m.

Respectfully Submitted,
Toni Gage, Administrative Specialist

October 22, 2024