

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

Upon roll call, the following board members were noted present: Schaefer, Shipe, and Yeager.

Also noted present were City Administrator Jennifer Bergman, City Engineer/Public Works Director Dehn, Recreation Coordinator Kaufman, and Maintenance Foreman Harris.

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

### **Approval of the Agenda - Approved**

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

### **Approval of the Consent Calendar - Approved**

MOVED AND SECONDED BY BOARD MEMBERS SCHAEFER AND YEAGER, DULY CARRIED, TO APPROVE THE CONSENT CALENDAR.

- A. Approval of the Minutes of the Regular Meeting held on January 24, 2023, February 7, 2023, and February 15, 2023.**
- B. Approval of the Disbursements for February 2023**

### **Presentation**

Brainerd History Group

Carl Faust and Holly Holm represented the Brainerd History Group and presented new signage for Kiwanis, Rotary and Memorial Parks. Some of their signs will be located along the river with scannable QR codes that provides an educational tour with interactive map as the public moves along the river, whether by water or walking. About 20 sites are noted on the interactive map, all within the City limits. The Park Board just asked that it is linked to the City of Brainerd website for ease of use.

### **New Business**

#### **Approve Ski Loons Lease Agreement**

Board President Shipe allowed both the residents and Ski Loons present in the Council Chambers to speak on the lease agreement. After listening to both sides and understanding the frustrations the residents have with the agreement, the board agrees that the Ski Loons program goes hand in hand with the core values of the Brainerd Parks Department. Yeager expressed that he feels there should not be any restrictions to the number of days the Ski Loons should be allowed to practice, as it is not the boards intention to restrict usage of the parks. The Park Board would like to see more communication and collaboration occur between the Ski Loons and the Residents on their own, without involving the City of Brainerd. The two groups need to find a way  
February 28, 2023

to schedule meetings amongst themselves to discuss the agreement and what is happening on the lake. The Park Board does not want to be in the business of limiting park access.

MOVED AND SECONDED BY BOARD MEMBERS YEAGER AND SCHAEFER TO APPROVE THE LUM PARK SKI LOON LEASE AGREEMENT FOR 2023 AS WRITTEN. YEAGER AND SHIPE VOTED FOR THE MOTION, SCHAEFER OPPOSED.

#### **Approve Laura Jane Musser Grant Application**

Public Works Director Dehn explained the Laura Jane Musser Grant application to construct the multi-use trail in Jaycees Park. The application would include several pollinator plots along the trail in select locations.

MOVED AND SECONDED BY BOARD MEMBERS SCHAEFER AND YEAGER, DULY CARRIED, TO APPROVE THE LAURA JANE MUSSER GRANT APPLICATION.

#### **Approve MN DNR Outdoor Rec Grant Application for Lum Park Beach Restroom Building**

Public Works Director Dehn discussed the grant application for the Lum Park Beach Restroom. The scope of the project would be a pavilion with wash spigot, power and lighting. Any extra funds could be used for the beach expansion and campground expansion. The plans for the pavilion would be to keep the building as low maintenance as possible.

MOVED AND SECONDED BY BOARD MEMBERS YEAGER AND SCHAEFER, DULY CARRIED, TO APPROVE THE MN DNR OUTDOOR REC GRANT APPLICATION FOR LUM PARK BEACH RESTROOM BUILDING.

#### **Discussion with Widseth regarding ARPA Project Design Scoping Questions**

Jillian Reiner with Widseth was present to discuss the ARPA Projects in Jaycees, Lum Park Beach and Lum Park Campground and answer any questions from the Park Board. She will come back to do a site visit of each park with the board to discuss the vision. It would be good to bring the survey data with on the site visit and see if any elements may not work. Weather permitting, Jillian plans to come up on March 21<sup>st</sup> for site visits. She will review the Master Plans and hopefully the City can have some survey data completed as well, for the site visit.

#### **Approve Additional LCCMR Grant Items for MLT Park**

Dehn discussed the additional items for the LCCMR Grant. The water bottle filler, fence, and kayak launch would be all within the scope, as well as clearing of the underbrush down the river. Dehn had recommendations for a wall mounted water bottle filler at this location. Staff does not recommend the kayak launch due to the maintenance of taking a dock in/out each year and the feasibility of attaching a launch with the fluctuating river levels. Dehn recommends working with WSB on the streambank restoration process. Luke from WSB was online and excitedly presented on streambank restoration.

MOVED AND SECONDED BY YEAGER AND SCHAEFER, DULY CARRIED, TO APPROVE THE ADDITIONAL LCCMR GRANT ITEMS; THE WATER BOTTLE FILLER, FENCE, AND CLEARING OF UNDERBRUSH DOWN THE RIVER.

#### **Approve ADA Upgrades Recommendations**

February 28, 2023

Dehn went over four options for ADA improvements at Gregory, Kiwanis and Lum Parks. There is \$50,000 budgeted this year for ADA upgrades and once the board decides which options they approve, staff will move forward to get bids. Plan is to complete as many upgrades as the budget allows.

MOVED AND SECONDED BY SCHAEFER AND YEAGER, DULY CARRIED, TO APPROVE ADA UPGRADE RECOMMENDATIONS #1 AT GREGORY PARK: WEST END BY TENNIS COURTS, ACCESSIBLE ACCESS FROM N. 5<sup>TH</sup> STREET TO BANDSTAND/PAVILION AND NORTH TENNIS COURTS, #2 AT KIWANIS PARK: TRAIL ACCESS FROM EAST RIVER ROAD TO CONCRETE SEGMENT OF UNDERPASS UNDER COLLEGE DRIVE AND #3 AT KIWANIS PARK: ACCESSIBLE WALK FROM PARKING AREA TO RESTROOM/PAVILION AND BOOM LAKE FISHING PIER. IF MONEY IS STILL AVAILBLE, THE BOARD WILL DISCUSS THE 4<sup>TH</sup> LOCATION.

### **Approve Master Plans**

Dehn discussed the Proposed Master Plan of Bane Park. Staff is recommending a small change to include 90-degree parking on Todd St. and only on the East side of the park and not the North side of the park. This would add about 27 additional parking stalls.

MOVED AND SECONDED BY YEAGER AND SCHAEFER, DULY CARRIED, TO APPROVE THE BANE PARK MASTER PLAN WITH THE UPDATED NOTES ON STREET PARKING ON THE NORTH SIDE.

### **Approve Electrical Quotes for Memorial Park Lighting**

Dehn explained the quotes included for repairing the Memorial Park Lighting. Staff recommends Holden Electric as Starry Electric does not anticipate being able to meet our timeline.

MOVED AND SECONDED BY YEAGER AND SCHAEFER, DULY CARRIED, TO APPROVE THE QUOTES FROM HOLDEN ELECTRIC FOR THE LIGHTS AS WELL AS THE QUOTE FOR THE BREAKER BOX.

### **Public Forum**

The Chair opened and closed the Public Forum at 5:54 p.m.

### **Board Member Reports**

Not much to report, but there was a consensus among the board members that they appreciated the joint workshop with City Council to discuss specific topics.

### **Staff Reports**

Kaufman reported that both youth and adult pond hockey are wrapped up. Memorial Park rink and warming house is now closed for the season. Bane and Gregory are both still open but taking it day by day with warm temperatures. The Valentine's Day Skating Party was a hit this year, despite it being such a warm day.

Early Bird Tournament is open for registration. Softball signups will be starting shortly. Some events coming up are the Brainerd Easter Egg Hunt and the Brainerd Easter Ball Hunt on April 8<sup>th</sup>.

February 28, 2023

Dehn discussed staff is making progress with plans for the Grand Opening at Lyman P. White Park. Staff is confident that a budget of \$2,000 will be enough for the event. The two bands that staff is reaching out to for the event are Dos Guys and Bruce Archer. Wondertrek will be available for the event.

BPU has a Force Main project that will need to come through Rotary Park and potentially could be happening this year. Discussions with BPU have noted that the park will be left in its original condition after the construction work is completed.

**Adjourn**

MOVED AND SECONDED BY YEAGER AND SCHAEFER, DULY CARRIED, TO  
ADJOURN THE MEETING AT 6:05 P.M.

Respectfully Submitted,

Cari LaRose, Administrative Specialist