

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 Rushmeyer.

Upon roll call, the following members were noted as present: Boeder, Schaefer, Shipe, Yeager, Rushmeyer, and City Council Liaison Dave Badeaux.

Also noted present were City Engineer/Public Works Director Sandy, Recreation Coordinator Kaufman, and City Administrator Bergman.

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

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

MOVED AND SECONDED BY MEMBERS YEAGER AND SCHAEFER, DULY CARRIED, TO APPROVE THE AGENDA WITH THE ADDITION OF ITEM 8B – BRAINERD NORTHSIDE NEIGHBORHOOD ASSOCIATION PARK CLEAN-UP.

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

MOVED AND SECONDED BY MEMBERS BOEDER AND SHIPE, DULY CARRIED, TO APPROVE THE CONSENT CALENDAR.

- A. Approval of the Minutes of the Regular Meeting held on March 1, 2022, and the Special Meeting held on March 8, 2022**
- B. Approval of the Disbursements for March 2022**

### **Presentations**

Jake Rennaker from Lakes Area Skate Park Association shared the vision of the skate park group with a slide presentation. Brainerd Community Action is their fiscal agent for non-profit status. They have been active in the community building relationships with businesses and non-profits, are seeking grants and donations, and holding fundraising events. The group evaluated park locations in Brainerd, with the Memorial Park parking lot checking all the boxes for a good location. It has the space for a 15,000 square foot regional skate park with room for future expansion and gives the parking lot a better purpose with less pavement to maintain. It has high visibility in a neighborhood that is safe, within walking distance for youth, has easy access and existing amenities such as lights, bathrooms, and parking. Another plus is the flat, dry, compacted earth which will provide a great foundation to build on. They are working with a national skate park company who is guiding the group. The association will put in the work and is seeking Park Board support. He concluded by stating a skate park is great for the community. It fills the need for many youth riders, is a healthy outlet for people and creates tourism. Mr. Boeder asked how far along they were with fundraising. Mr. Rennaker said they have raised \$5,000 the first few months with donations still coming in, and there is proposed legislation for a grant matching bill. Ms. Kaufman invited the group to participate in the end of summer event at Memorial Park. She asked what safety measures would be in place if the skate park was located in a parking lot. Mr. Rennaker said there would be a buffer to provide safe places for people to gather, a shade structure and grassy area. Mr. Sandy reported the City is trying to coordinate a city-wide clean-

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up day where the City would place dumpsters in a centralized location and use volunteers from the skate park group to take donations and have people drop off their spring clean-up trash. Community Action Director Badeaux added that this is probably a five-year journey but this group has already made some good connections in the community. Board members were very receptive to the presentation and the possibility of a skate park at the Memorial Park parking lot and encouraged the group to continue with fundraising. Mr. Rennaker thanked the Board for its time.

## **Unfinished Business**

### **Approve Kiwanis Park Improvements Scope of Work and Cost Estimates - Approved**

Included in the packet were preliminary drawings for improvements at Kiwanis Park. Travis Miller, TWM Architecture, went over the proposed scope of work and cost estimates. The bathroom structure has a \$75,000 budget and the pavilion has a \$30,000 budget. The preliminary estimates are under budget for both structures but costs can change rapidly in the current environment. If bids come in under budget, remaining funds can be used for interior items such as new sinks, soap dispensers, toilets, etc. They will be matching the design standards at Gregory and Memorial parks. Mr. Sandy is seeking approval of the proposed scope of work so they can get it out to contractors for quotes.

Mr. Yeager offered to visit with the Kiwanis Club on what work could be self-performed by club members, either monetarily or from the labor side. Mr. Sandy presented at the Kiwanis Club earlier in the year and said they are very willing to do some work in the park. They want to improve their building signage and help trim trees along Boom Lake and the river. There is a \$25,000 ADA budget so perhaps some well-placed sidewalks at Kiwanis Park would be a good idea, and a security camera system is budgeted for 2022. Mr. Shipe suggested more subdued exterior lighting than what was installed at Memorial and Gregory parks. Mr. Badeaux asked what longevity could be expected of the building. Mr. Miller thinks that structurally it will be good for another 25 years.

Mr. Rushmeyer would like to table discussion and move Kiwanis Park to the front of the master park planning discussion on April 5. He said the Board might want to think about a different layout for Kiwanis Park and consider low maintenance structures like the ones going in at the Mississippi Landing Trailhead Park. Mr. Sandy would still like approval to get cost estimates so they don't fall behind a whole month, citing that the Park Board can't do any action items at a planning session. Mr. Yeager clarified that approval just allows the scope of work to be put forward for quotes. If the Board were to change the scope of work it is not bound to act upon any quotes received.

MOVED AND SECONDED BY MEMBERS YEAGER AND SHIPE, DULY CARRIED, TO APPROVE THE CONTINUATION OF THE KIWANIS PARK PLANS TO THE BIDDING PROCESS AS PRESENTED.

### **Review Jaycees Park Master Plan – Approved**

Mr. Yeager provided a drawing of a redesign of Jaycees Park based on the Board's March 8 work session. He shot some elevations for the proposed parking lot, soccer field and playground areas and estimated the amount of fill needed to bring the elevations up in those areas to alleviate the flooding that occurs when it rains. Ms. Kaufman asked where the maintenance crews would have access into the park. Mr. Yeager said the trail from the west entrance that goes around the north side of the soccer field will provide a 12' access for maintenance vehicles. Mr. Rushmeyer said in addition to the estimated 40 parking stalls there is parking on Pine Street and potentially 19<sup>th</sup> Street if that trail into the park can be improved.

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MOVED AND SECONDED BY MEMBERS SCHAEFER AND SHIPE, DULY CARRIED, TO APPROVE THE CONCEPTUAL DESIGN FOR JAYCEES PARK AS PRESENTED.

## **New Business**

### **Review Request by Rotary for Improvements at Rotary Park - Approved**

Pete Nelson from Brainerd Rotary Club presented ideas for adding parking between the road and the pavilion. They hope to use topsoil scraped from the parking area to finish landscaping around the pavilion and would like some 2' X 4' pavers re-positioned. Rotary is seeking the City's assistance because they don't have the necessary heavy equipment. Mr. Sandy said the Street Department crew can easily handle the parking area project. Mr. Nelson is meeting with John Landsburg later in the week to finalize a landscape plan for the pavilion area. Rotary would also like to create a scenic viewing platform by utilizing the old pumphouse building that is slated to be abandoned by Brainerd Public Utilities. They would use the existing structure as a base and finish it off with a deck, railing, and stairway. Mr. Sandy said the structure would need to be determined structurally sound before proceeding with that project.

Mr. Yeager does not support a parking lot right next to the pavilion. He said there is a large parking lot 200 feet away, and he loves that this pavilion is surrounded by grass. Parking right up to the pavilion will create dust blowing into the pavilion and he thinks it is okay for people to park on the grass during large events. Mr. Rushmeyer suggested extending the existing parking area instead, which he has observed is full on many summer days from people walking the trails. Mr. Boeder added that 12 cars is a lot in the existing space.

Mr. Rushmeyer asked to have someone look at the BPU building to determine if it is sound for what Rotary is proposing to do with it. Mr. Sandy said a structural engineer would be best. Ms. Bergman added that there isn't a big rush with this because BPU is aware of Rotary's interest in the structure and Rotary is in the exploratory phase of the proposed project.

MOVED AND SECONDED BY MEMBERS RUSHMEYER AND BOEDER, DULY CARRIED, WITH MEMBERS YEAGER AND SCHAEFER OPPOSED, TO LOOK AT INCREASING THE SIZE OF THE EXISTING PARKING LOT AT ROTARY PARK CONTINGENT ON CHECKING THE SHORELINE ORDINANCE TO MAKE SURE IT IS ALLOWED.

### **Brainerd Northside Neighborhood Association Park Clean-up - Approved**

Mr. Shipe reported that the BNNA discussed a clean-up event at Gregory Park to pick up garbage and debris, trim trees and shrubs, and provide activities and entertainment for kids. BNNA is seeking permission to do the work in late April or early May and is requesting any permits or forms to fill out. Mr. Sandy asked if this would be a formal event that BNNA would like to promote and said they could complete the park use application and proper waivers. Ms. Finch will e-mail the forms to BNNA Treasurer Natalie Schiferl and Mr. Shipe.

Mr. Yeager stated if flowers are planted, he would like to know that somebody will take charge of watering and weeding the planters. Also, if we allow the BNNA to do trimming or selective work at the park that it is under the direction of City staff who know the design standards established by the Park Board. Board members are appreciative of community members stepping up to help.

MOVED AND SECONDED BY MEMBERS YEAGER AND SCHAEFER, DULY CARRIED, TO ACCEPT THE BNNA PROPOSAL AS SUBMITTED WITH TWO CONDITIONS ATTACHED; THAT THEY WORK WITH CITY STAFF TO MAKE SURE THE PLANTINGS, TRIMMING AND  
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SHRUB WORK ARE APPROVED BY THE PUBLIC WORKS DEPARTMENT, AND THEY FILL OUT THE CORRECT DOCUMENTATION AS PART OF THE PERMITTING PROCESS.

### **City Administrator Report**

Ms. Bergman gave an update on City Council's action regarding the Charter Commission's recommendations for how contributions to a senior citizen organization/programs, green space/arboretums, and community action/events are calculated. The Council entered into five-year agreements with The Center and Community Action and sent the discussion on the Arboretum back to the Charter Commission. On March 29 there will be a discussion with business owners about the Highway 210 corridor project. City Council held a workshop on how to use the American Rescue Plan dollars, with discussion focused on core infrastructure and future capital. Park improvements were specifically discussed. Ms. Bergman said the Council was pleased with the Lum Park master plan and design standards, and thanked board members for their work.

### **City Engineer and Recreation Coordinator Report**

Ms. Kaufman had nothing to add to her written report.

Mr. Boeder express dismay and concern that there is no pleasure rink for ice skating at Memorial Park. Mr. Sandy said there simply isn't a usable space for a pleasure rink between the hockey rinks. Board members suggested using the small hockey rink for ice skating and tabled discussion to a future meeting.

Mr. Sandy had nothing to add to his written report.

### **Public Forum**

The Chair opened and closed the Public Forum at 5:45 p.m.

### **Adjourn**

MOVED AND SECONDED AT 5:50 P.M. BY BOEDER AND SCHAEFER, DULY CARRIED, TO ADJOURN TO THE APRIL 5 PARK BOARD WORK SESSION.

Respectfully Submitted,

Kim Finch, Administrative Specialist

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