

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 Yeager.

Present were President Kevin Yeager, Tim Boeder, Troy Rushmeyer and Kara Schaefer.

Also noted present were Mayor Badeaux, City Engineer Sandy, Recreation Coordinator Kaufman, Chris Sonmor from WSB and Kalsey Stults from Crow Wing Energized.

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

Approval of the Agenda - Approved

NEW BUSINESS ITEM 8A – MEMORIAL PARK UPDATE; OTHER NEW BUSINESS MOVED DOWN. NEW ITEM 11A – BOARD REPORTS AND COMMENTS. MOVED AND SECONDED BY MEMBERS SCHAEFER AND RUSHMEYER, DULY CARRIED, TO APPROVE THE AMENDED AGENDA.

Approval of the Consent Calendar - Approved

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

- A. Approval of The Minutes of the Regular Meeting held on April 27, 2021**
- B. Approval of the Disbursements for May 2021**
- C. Approval of April 2021 Financials**
- D. Approval of New Hires for May 2021**
- E. Roberts MEMO**

Presentations

Crow Wing Energized Tobacco Free Parks Presentation – Direction Given

The Chair recognized Kalsey Stults, 11859 Joshua Tree Drive, Baxter, who presented information on cities and counties in Minnesota that have tobacco free parks. Brainerd's current policy is no smoking within 100 feet of any youth activities. Crow Wing Energized is looking to potentially expand the policy to no tobacco use in any parks, including e-cigarettes. Ms. Kaufman said when CLC students cleaned the parks they reported a lot of cigarette butts in the playground areas. Ms. Stults stated that Minnesota park directors say if there is signage and a policy most people don't have compliance issues. Tobacco free parks are beneficial for role modeling for youth and cuts down on litter and second-hand smoke. Signage may be available free of charge from the Association for Non-Smokers in Minnesota. Policy versus ordinance was discussed. Following discussion, the Board directed staff to do some research and work on a sample policy

that would expand the current policy to include playgrounds, fields, and possibly permanent structures. Cigarette butt receptacles could be placed strategically throughout the park system.

Unfinished Business

Request to Approve Dog Park Pavilion Design - Approved

Mr. Sandy reported that a steel roof is shown on the plans drawn by Mr. Yeager, but this may have to be changed to shingles to stay under the budget. Mr. Rushmeyer would like to know what the cost difference would be. Staff is looking for a motion to approve the design.

MOVED AND SECONDED BY MEMBERS RUSHMEYER AND BOEDER, DULY CARRIED, TO APPROVE THE DOG PARK PAVILION DESIGN AND TO MOVE FORWARD WITH PROCURING MATERIALS AFTER CHECKING ON THE ADDITIONAL COST OF METAL VERSUS SHINGLED ROOF.

Memorial Park Update - Informational

Mr. Sandy and Mr. Sonmor provided an overview on the work that has been done to date at the Memorial Park Redevelopment Project site. The change order that was approved at the last meeting to add alternate 1 onto the project which is the construction of the small rink without the boards or lights will be Change Order No. 1 in the amount of \$77,791. Pay Voucher No. 1 for the project in the amount of \$79,443.45 was included in the May disbursements approved tonight. The contractor discovered that the watermain it planned to connect to was only a 3-inch diameter main, so the decision was made to connect to the existing 6-inch watermain system closer to Q Street that will allow them to connect a 4-inch service line as originally planned. Initial estimates from Anderson Brothers Construction are approximately \$16,000 to make the water service connection at the new location and to account for the additional footage and dewatering costs. This Change Order will be presented at the June meeting.

New Business

Request by a Property Owner to Place Lending Book Library near Buffalo Hills Trail – Approved

A property owner is requesting permission to place a lending library near the Buffalo Hills Trail, with the understanding that it is their asset and if it needs repair or replacing it is their responsibility.

MOVED AND SECONDED BY MEMBERS RUSHMEYER AND SCHAEFER, DULY CARRIED, TO ALLOW PLACEMENT OF A LENDING LIBRARY NEAR THE BUFFALO HILLS TRAIL, WITH THE STIPULATION THAT IT BE CONSTRUCTED ACCORDING TO THE NEW DESIGN STANDARDS COLORS.

Request to Approve Replacement of Memorial Park Field Sideline Fences and Select Backstops – Approved

Park Board evaluations and community survey comments were received about the poor condition of the sideline fences between Fields 1 and 2, the lower section of the backstops and backstop wings on Fields 2 and 3. Mr. Sandy reported these are some of the oldest fences. Two quotes were received and staff recommends authorizing the quote from Elite Fence & Deck in the

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amount of \$8,295 and to use Park Dedication Funds that are designated for Memorial Park improvements. Mr. Sandy was directed to ask about adding a bottom bar to tie the new fencing to.

MOVED AND SECONDED BY MEMBERS SCHAEFER AND BOEDER, DULY CARRIED, TO APPROVE THE ELITE FENCE & DECK QUOTE AS PRESENTED.

Request to Approve Triangle Park Playground Design - Approved

Mr. Sandy presented two design options for new playground equipment for Triangle Park. Both designs include the edging and ground material and are at the \$30,000 budget. Staff is seeking feedback and approval of one of the designs. Mr. Rushmeyer noted the equipment is wheelchair accessible.

MOVED AND SECONDED BY MEMBERS BOEDER AND SCHAEFER, DULY CARRIED, TO APPROVE THE TRIANGLE PARK PLAYGROUND OPTION 2 AS PRESENTED.

Request to Name Jaycees Bronco Field “Jonesy” Field – Direction Given

Mr. Rushmeyer had a community member inquire about naming a field after Dave Jones, who has been an umpire for Brainerd Parks and Recreation for approximately 35 years. “Jonesy” was extremely dedicated to the youth baseball league players and Mr. Rushmeyer thinks this is a fitting tribute to his many years of service to the community. Board members agreed to name the Jaycees Bronco Field “Jonesy” Field. A field-naming event will be planned once the sign is received, hopefully during the summer baseball season.

Public Forum

The Chair opened the public forum at 5:11 p.m.

No one came forward.

The Chair closed the public forum at 5:11 p.m.

City Engineer and Recreation Coordinator Report

In addition to her written report Ms. Kaufman shared that the YMCA would not be using Gustafson Park as originally planned for the t-ball programs and will run all its programs at Jaycees Park. She said the Park Board may want to think about its vision for future use of Gustafson Park. The Fishing Clinic went well with 50 participants and about 100 parents and volunteers. There were great learning stations and many fish caught.

Mr. Sandy added some comments to his written report. Mr. Yeager mentioned upcoming budget planning. Mayor Badeaux advised that the Personnel and Finance Committee has indicated it will be tightening its belt again this year, and to be mindful during budget planning of things that can be pushed back or moved.

Board Reports and Comments

Mr. Rushmeyer commented favorably on Rotary Riverside Park and Buffalo Hills Trail. He reported on a meeting he attended about the field usage fees the School District implemented this year and what might happen going forward with field usage fees among the different entities

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using the fields. He will keep the Board updated. He gave some upcoming tournament information.

Mr. Yeager reported he and Mr. Sandy have been working on the budget. He echoed Ms. Kaufman and asked board members to think about future direction for Gustafson Park. Ms. Kaufman liked the idea of a sign at Gustafson Park with a QRC feedback code for community members, which is something that WSN mentioned at the Design Standards workshop. Mr. Yeager asked for board members to come back with ideas and dreams for park areas that are not being used.

Mr. Badeaux said there are five Brainerd-Baxter Pony League teams, and six teams from area towns in the league. He commented on potential Mills Field usage by local amateur teams.

Mr. Boeder asked about filling the vacancy on the Board. Mr. Badeaux responded this is in progress with one application received.

Adjourn

MOVED AND SECONDED AT 5:43 P.M. BY SCHAEFER AND RUSHMEYER, DULY CARRIED, TO ADJOURN THE MEETING TO THE JUNE 8 DESIGN STANDARD WORKSHOP MEETING AT 4:00 P.M. AT CITY HALL COUNCIL CHAMBERS.

Kim Finch
Administrative Specialist

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