

BRAINERD PARKS AND RECREATION DEPARTMENT

Regular Park Board Meeting
Wednesday, February 25, 2009 at 3:30 p.m.
Brainerd City Hall Conference Room

I. Call to Order

II. Approval of Consent Calendar

(All matters listed in this form are considered routine by the board and will be enacted by one motion.)

- A.** Approval of the minutes of the regular meeting held January 20, 2009, as distributed
- B.** Approval of the disbursements for the month of February 2009

III. Old Business

- A.** Park Reservations
- B.** Beverage Supplier RFP
- C.** Budget Update

IV. New Business

- A.** Request to Waive Fee-Alzheimer's Association-Dan Tupy
- B.** Struthers/Pohlkamp Scholarship Tournament
- C.** Community Education
- D.** Buffalo Hills/Lions Park Youth Field
- E.** Mill Avenue Field 7
- F.** Section 21 Draft Zoning Code

V. Director's Report

VI. Public Forum

VII. Additions to Agenda

BRAINERD PARKS AND RECREATION DEPARTMENT
Regular Park Board Meeting
February 25, 2009 at 3:30 p.m.
City Hall Conference Room

Pursuant to due call and notice thereof, the regular meeting of the
Parks and Recreation Board was called to order at 3:30 p.m.

Present were Chairman Marty Johnson, Greg Roberts, Howard "Jiggs" Blanck, Brian Phelps, Barbara Egan, City Council Liaison Anne Nelson Fisher and Park Director Wayne Mooney. Also noted present was Dan Tupy, representing the Alzheimer's Association.

**MOVED AND SECONDED BY BLANCK AND ROBERTS,
DULY CARRIED TO APPROVE CONSENT CALENDAR AS PRESENTED**

- A. Approval of the minutes of the regular meeting held January 20, 2009**
- B. Approval of the disbursements for the month of February 2009**

OLD BUSINESS

A. Park Reservations

Director Mooney noted that park rental fees have been waived for Arts in the Park and the 4th of July parade because these events are held for the community. Mr. Blanck requested that the City of Brainerd be recognized by Community Action as an in-kind contributor to the event(s), and asked that a letter be sent to Community Action explaining the non-profit fee policy and asking for acknowledgment.

B. Beverage Supplier RFP

Ms. Fisher asked why both can and bottle machines were requested on the RFP, and also about recycling in the parks. Director Mooney responded that cans are preferred in the winter because we don't go through as much product and they have a longer shelf life. He added that we tried a recycling container at Memorial Park, but park users were also throwing trash in it, which caused extra work for the maintenance staff. Mr. Phelps suggested that suppliers be asked about their recycling options on the RFP. Mr. Blanck expressed a concern about the exclusive beverage vendor wanting to hang up various advertising on park property. After a brief discussion, it was decided to add a line in the RFP that allows the exclusive vendor first rights for any advertising options in the parks. A motion to approve the RFP with the aforementioned changes was made by Mr. Phelps and seconded by Mr. Roberts. Board approval was unanimous.

C. Budget Update

Budget cuts discussed at the January meeting, including eliminating the beach program and Performances in the Park, were approved by City Council. At this point there have been no additional cuts, however Ms. Fisher related that Council and Administration simply don't know what might yet happen with LGA funding and federal stimulus money. Mr. Blanck asked what would be next, if more cuts are forthcoming. Ms. Fisher said staff hours might have to be reduced across the board. Mr. Blanck restated that the Board could call a special meeting to discuss further budget cuts, if necessary.

NEW BUSINESS

A. Request to Waive Fee-Alzheimer's Association-Dan Tupy

Mr. Dan Tupy, Administrator at Edgewood Vista but representing the Alzheimer's Association, was in attendance to request that the \$65 park rental fee be waived for the "Memory Walk" to be held on Saturday, September 26, 2009 at Kiwanis Park. Mr. Tupy explained that organizers hope this fundraiser becomes a large annual event,

involving surrounding communities as well as Brainerd/Baxter. Following a brief discussion, the Park Board denied the request, commenting that there are many worthy causes, but the group must meet criteria set forth in the existing non-profit policy in order to have rental fees waived. Mr. Tupy thanked the Board for its time. Motion to deny request by Mr. Roberts, seconded by Ms. Egan and carried by the Board.

B. Struthers/Pohlkamp Scholarship Tournament

No discussion. Motion to approve by Mr. Blanck and seconded by Mr. Roberts. Approval was unanimous.

C. Community Education

Director Mooney recently met with Community Education Director Todd Lyscio to discuss things that could possibly be done together to save costs. They did not come up with any immediate cost saving changes, but Brainerd Parks and Recreation and Community Education, which includes Baxter Parks and Recreation, already work together on several programs, such as pond hockey, youth baseball and youth softball. Ms. Fisher commented that with the current economic situation, there may be a bigger push for units of government to work together.

D. Buffalo Hills/Lions Park Youth Field

Director Mooney reported that Field 2 is basically ready to go for this summer. The Mille Lacs Band of Ojibwe donated \$500.00 toward the irrigation system for the new field, but an additional \$2,000-\$2,500 will be needed to complete the project. The Brainerd Lions Club still wants to contribute, and are looking at new fundraising options for 2009.

E. Mill Avenue Field 7

Field 7 at Mill Avenue Park is going to be converted from a youth to an adult softball field. Because of the proximity of the retention pond to the outfield, an extra tall fence will be needed, or homerun balls will end up in the pond. Mr. Phelps suggested a fabric fence, and Mr. Mooney will look into that and other options that will cost less than chain link fencing.

F. Section 21 Draft Zoning Code

A group consisting of Director Mooney, City Tree Inspector Bonnie Muzik, Maintenance Supervisor Chuck Vandeberg, Park Board Chairman Marty Johnson, Theri Wasniewski from Central Lakes College and Bob Tiplady met recently to discuss the pros and cons of the proposed Tree Preservation section of the Brainerd Zoning Ordinance. They agreed on three points that were forwarded to the Planning Commission at the February 18 public input session: 1) The tree list should be revised, 2) The draft ordinance is too restrictive, and 3) Incentives to plant trees are okay, but property owners should not be required to plant trees. Mr. Blanck asked what prompted the tree ordinance, when there is already an ordinance in place to deal with nuisance and diseased trees. Ms. Fisher responded that staff is working on updating the entire City Code, and a consultant recommended the tree ordinance. Mr. Blanck stated he thinks it is unnecessary, will create more work for city staffers, and is adamantly opposed to it. Mr. Johnson commented that no records are kept on trees, and if there isn't a problem, why create more requirements for citizens. There is already existing city code regarding green space. Mr. Phelps proposed that the Tree Preservation section be eliminated, and if any part is needed, to include it with the existing green space section. Mr. Blanck moved to make that the Board's recommendation to the Planning Commission. Mr. Phelps seconded, and the motion passed unanimously.

DIRECTOR'S REPORT

Director Mooney reported that the outdoor rinks are scheduled to be open through March 8.

PUBLIC FORUM

ADDITIONS TO AGENDA

NEXT MEETING

Monday, March 30, 2009 at 3:30 p.m. in the conference room at City Hall.

ADJOURNMENT

A motion to adjourn was made at 4:45 p.m. by Mr. Phelps. Mr. Roberts seconded.

Respectfully submitted,

A handwritten signature in black ink that reads "Kim Finch". The signature is written in a cursive, flowing style.

Kim Finch, Administrative Specialist