

PARK BOARD AGENDA

Brainerd, Minnesota
July 27, 2021, 4:00 PM
City Hall Council Chambers

1. **Call To Order - 4:00 PM**

2. **Roll Call**

____ T. Boeder ____ T. Rushmeyer ____ K. Schaefer ____ A. Shipe ____
K. Yeager

3. **Pledge Of Allegiance**

4. **Oath Of Office For Andrew Shipe**

Oath will be administered by Paul Sandy

5. **Approval Of Agenda**

6. **Consent Calendar**

NOTICE TO PUBLIC - All matters listed are considered routine by the Board and will all be enacted by one (1) motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Board votes on the motion.

A. **Approval Of Minutes**

None to approve at this time.

B. **Approval Of The Disbursements**

Month of July 2021

Documents:

072721 July Disbursements.pdf

C. **Financial Reports**

June Financials

Documents:

2021 June Financials.pdf

7. **Presentations**

Documents:

Presentation of Sesquicentennial Event Update.pdf

8. **Unfinished Business**

A. **Approve Heat Cancellation Policy**

Documents:

Approve Heat Cancellation Policy.pdf

B. **Review Of Memorial Park Construction, Approve Professional Service Contract Amendment For Testing Services, And Approve Change Order 3**

Documents:

Memorial Park Update.pdf

9. **New Business**

A. **Approve Request For Proposals For Mississippi Landing Trailhead (MLT) Park**

Documents:

Approve Request for Proposals for Mississippi Landing Trailhead Park.pdf

B. **Discussion Of National Fitness Campaign - Fitness Court**

Documents:

Discussion of National Fitness Campaign - Fitness Court.pdf

10. **Main Agenda**

A. **Discussion Of 30-Year Parks Capital Plan**

Documents:

Parks 30-Year Capital Budget Presentation.pdf

11. **Public Forum**

Time allocated for citizens to bring matters not on the agenda to the attention of the Board. Time limits may be imposed.

12. **City Administrator Report**

13. **City Engineer And Recreation Coordinator Report**

July Department Reports

Documents:

2021-07-23_Recreation and Maintenance Report.pdf

14. **Adjourn**

Visit the Parks and Recreation Website at www.ci.brainerd.mn.us/parks

MISSION

"To serve Brainerd residents and visitors by offering high-quality, affordable recreational opportunities and by providing a clean, well-maintained park system"

PUBLIC WORKS-PARKS

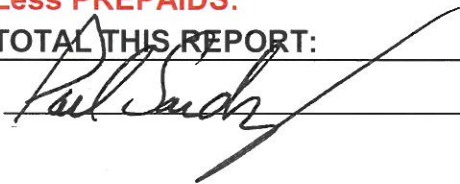
Accounts Payable July 27, 2021

VENDOR	INVOICE DATE	INVOICE NUMBER	DESCRIPTION	GL ACCOUNT NUMBER(S)	AMOUNT	SALES USE TAX
Ace Hardware	06/21/21	297913	PPD Rivets-downtown	230-5200-42220	5.38	
Ace Hardware	06/22/21	297957	PPD Mills Field irrigation parts	230-5200-42221	33.70	
Ace Hardware	06/22/21	297965	PPD Mills Field irrigation parts	230-5200-42221	19.78	
Ace Hardware	06/22/21	CR 297967	PPD Mills Field irrigation parts	230-5200-42221	(6.29)	
Ace Hardware	06/22/21	297980	PPD Mills Field irrigation parts	230-5200-42221	5.37	
Ace Hardware	06/30/21	298231	Replacement trim head, gator line	230-5200-42220	64.98	
Ace Hardware	07/02/21	298291	Paint tray, 6 pc tray set-College Drive bridge	230-5200-42220	15.28	
Ace Hardware	07/14/21	298574	Wasp spray	230-5200-42220	12.58	
Ace Hardware	07/15/21	298614	Drill bit,masonry grind discs-Sailer plaque	230-5200-42220	9.70	
Ace Hardware	07/15/21	298626	Keys	230-5200-42220	23.92	
Ace Hardware	07/16/21	298650	Wasp spray	230-5200-42220	17.96	
Ace Hardware	07/19/21	298705	Wall repair patch,joint compound	230-5200-42220	11.68	
Amazon-VISA	06/04/21	423465	PPD Shop-Sprayer shut-off valve,nozzle assembly	230-5200-42220	31.32	
Amazon-VISA	05/26/21	114-1200737-6549057	PPD Bulbs-softball fields	230-5200-42221	209.82	
Amazon-VISA	06/04/21	114-4963893-7594631	PPD Sprayer brass telescoping wand	230-5200-42220	49.14	
American Steel Inc	06/30/21	105117	PPD Groomer teeth-MMP field maintenance	230-5200-42221	178.00	
Anderson Brothers Construction	06/11/21	MMP Pay Req 2	PPD Memorial Park Redevelopment-Pay Voucher 2	400-9050-45510	194,214.64	
Anderson Brothers Construction	07/19/21	MMP Pay Req 3	Memorial Park Redevelopment-Pay Voucher 3	400-9050-45510	341,148.09	
Anderson Brothers Construction	07/13/21	28022	Sidewalk at Lum Park restroom building	230-5200-42220	1,770.96	
AT&T Mobility	06/25/21	X07032021/PARKS	PPD ACCT 287292136423 Parks cell phones Harris	230-5200-43321	44.92	
Becker Arena Products	07/14/21	601552	Memorial Park project-45% deposit hockey rinks	400-9050-45510	42,339.86	
Belson Outdoors	07/22/21	WQ291529	Picnic tables-Memorial Park project	400-9050-45510	4,970.12	
Belson Outdoors	07/22/21	WQ291529	Picnic tables-Splash Pad project	400-9050-45510-21:30	2,485.06	
Brainerd Family YMCA	07/16/21	Y02-21	2nd qtr payment for recreation programming	230-5200-43300	1,250.00	
Brainerd Glass Inc	06/16/21	INV0038674	PPD Storm window repair-downtown kiosk	230-5200-42220	80.70	
Brainerd Lakes Sewer	07/01/21	7124	PPD June satellite rental Field 3 MMP	230-5215-42210	120.00	
Brainerd Lakes Sewer	07/01/21	7124	PPD June satellite rental Rotary Park	230-5200-43410	170.00	
Brainerd Pipe Supply Inc	06/17/21	5878	PPD Irrigaton repair-Mills Field	230-5200-42221	26.78	
Brainerd Public Utilities	06/30/21	JUNE 21/PARKS	PPD Parks Department utilities 5/24-6/24	230-5200-43381	9,603.64	
Brainerd Public Utilities	06/30/21	JUNE 21/PARKS	PPD Campground utilities 5/24-6/24	230-5280-43380	771.62	
CenterPoint Energy	06/18/21	5933799-8	PPD Natural gas service 5/14/21-6/16/21	230-5200-43380	-0.84	
Coil's Flags	06/22/21	5875	PPD Flagpole-GGP	230-5200-42220	2,508.00	
Costco-VISA	06/08/21	74	PPD Water bottles-Crow Wiing Energized grant	230-5200-42220	84.95	
Costco-VISA	06/08/21	75	PPD Water bottles-Crow Wiing Energized grant	230-5200-42220	84.95	
Costco-VISA	06/08/21	76	PPD Water bottles-Crow Wiing Energized grant	230-5200-42220	84.95	
Costco-VISA	06/08/21	77	PPD Water bottles-Crow Wiing Energized grant	230-5200-42220	84.95	

VENDOR	INVOICE DATE	INVOICE NUMBER	DESCRIPTION	GL ACCOUNT NUMBER(S)	AMOUNT	SALES USE TAX
Costco-VISA	06/07/21	97	PPD Concessions-condiments,chips	230-5204-42210	66.92	
Costco-VISA	06/08/21	54	PPD Concessions-bottled water	230-5204-42210	17.94	
Costco-VISA	06/08/21	54	PPD Water bottles-Crow Wiing Energized grant	230-5200-42220	84.95	
Costco-VISA	06/08/21	54	PPD Ice for injuries-Adult Softball	230-5215-42210	2.49	
Costco-VISA	06/08/21	54	PPD Ice for injuries-Parks	230-5200-42210	4.98	
Costco-VISA	06/10/21	70	PPD Concessions-chips	230-5204-42210	51.95	
Costco-VISA	06/18/21	160	PPD Ice for injuries-Youth Softball	230-5200-42210	2.49	
Costco-VISA	06/18/21	160	PPD Ice for injuries-Adult Sotball	230-5215-42210	2.49	
Costco-VISA	06/18/21	160	PPD Ice for injuries-Tournaments	230-5216-42210	4.98	
Country Hearth-VISA	05/26/21	64200	PPD Concessions-buns	230-5204-42210	5.50	
Country Hearth-VISA	06/10/21	64899	PPD Concessions-buns	230-5204-42210	56.50	
Country Hearth-VISA	06/16/21	65152	PPD Concessions-buns	230-5204-42210	22.50	
Country Hearth-VISA	06/24/21	65507	PPD Concessions-buns	230-5204-42210	24.54	
CTC	07/12/21	20928767	PPD Campground internet-host TV 7/12-8/11	230-5280-43321	117.20	8.06
CTC	07/12/21	20918418/PARKS	PPD Phone/internet 7/12-8/11	230-5200-43321	49.64	
Cub Foods Brainerd	06/16/21	300	PPD Concessions-onions, cheese slices	230-5204-42210	42.95	
Cub Foods Brainerd	06/03/21	358	PPD Concessions-misc	230-5204-42210	9.99	
D & D Beverage Brainerd	06/25/21	1419542	PPD Custodial-bowl cleaner,hand soap,TP	230-5200-42210	352.65	
D & D Beverage Brainerd	06/29/21	1421263	PPD Concessions-popcorn kits, test strips	230-5204-42210	99.35	0.86
D & D Beverage Brainerd	07/07/21	1425587	Concessions-misc supplies	230-5204-42210	76.05	5.23
D & D Beverage Brainerd	07/09/21	1427220	Custodial supplies-TP, hand towels	230-5200-42210	229.50	
D & D Beverage Brainerd	07/19/21	1431513	Cust supp-bowl brushes/cleaner,foam hand soap, urinal screens	230-5200-42210	244.25	
Dollar Tree-VISA	06/24/21	62421	PPD Concessions-table clothes	230-5204-42210	4.00	0.28
Enterprise FM Trust	07/03/21	FBN 4247896/PARKS	JULY 21 Parks Dept vehicle leases	230-5200-43331	2,433.36	
First Supply LLC-Brainerd	06/17/21	3161190-00	PPD Mills Field irrigation parts	230-5200-42221	140.41	
Global Equipment Company Inc	06/22/21	117824701	PPD Drinking fountain JCP	230-5200-42220	711.00	
Holden Electric Co Inc	07/07/21	63388	Campground-Site 1 electrical repair	230-5280-42220	219.83	15.11
Holden Electric Co Inc	07/07/21	63405	Campground-inspection of electrical and repairs	230-5280-42220	601.75	41.37
ISD #181 Brainerd Public Schools	06/14/21	REC202103	PPD 2nd qtr payment for recreation programming	230-5200-43300	1,875.00	
Menards Baxter	06/28/21	57047	PPD Mills Field repairs	230-5200-42221	56.98	
Menards Baxter	07/06/21	57481	Liquid pool shock-GGP fountain	230-5200-42220	7.98	
Menards Baxter	07/12/21	57827	Lumber-Mills Field deck repair	230-5200-42220	139.86	
MIDC Enterprises	06/09/21	10047032	PPD Sprinkler heads-ball fields	230-5200-42221	1,164.28	
Midwest Machinery Co	06/25/21	2426928	PPD Battery, diesel can	230-5200-42220	188.95	
Minnesota-Wisconsin Playground	06/25/21	2021217	PPD Memorial bench	230-5200-42220	850.24	
Northland Fire Protection	06/30/21	45610	PPD Fire extinguishers serviced and recertified	230-5200-42220	183.00	
Office Shop	06/17/21	1097613-0	PPD Concessions-cash register supplies	230-5204-42210	16.99	1.17
O'Reilly First Call	07/01/21	1647-455338	PPD Motor oil, oil filter	230-5200-42220	97.57	
O'Reilly First Call	07/06/21	1647-456283	PPD Absorbent, motor oil	230-5200-42220	58.97	
Pioneer Manufacturing Company	06/28/21	INV793668	PPD Field maint supplies-striper and paint	230-5200-42221	1,057.00	
RDO - Vermeer LLC	06/18/21	1416437	PPD Stump grinder-2021 Vermeer SC362	400-9050-45530	19,741.00	
Shawn Fletcher Trucking Inc	06/14/21	30589	PPD Mulch-GGP	230-5200-42220	300.00	

VENDOR	INVOICE DATE	INVOICE NUMBER	DESCRIPTION	GL ACCOUNT NUMBER(S)	AMOUNT	SALES USE TAX
Shawn Fletcher Trucking Inc	06/16/21	30604	PPD Mulch-Parks	230-5200-42220	150.00	
Sullivan Candy & Supply	06/11/21	354396	PPD Concessions-cotton candy	230-5204-42210	34.50	
Sullivan Candy & Supply	06/11/21	627340	PPD Concessions-foil sheets,nacho chips,candy,seeds	230-5204-42210	814.27	
Sullivan Candy & Supply	06/18/21	361053	PPD Concessions-candy	230-5204-42210	104.40	
Sullivan Candy & Supply	06/18/21	643622	PPD Concessions-cotton candy,candy,seeds,flavor ice,popcorn,gum	230-5204-42210	233.17	
Sullivan Candy & Supply	06/18/21	644063	PPD Concessions-food trays	230-5204-42210	57.38	
Sullivan Candy & Supply	06/25/21	358738	PPD Concessions-candy	230-5204-42210	407.99	
Sullivan Candy & Supply	06/25/21	644333	PPD Concessions-popcorn boxes	230-5204-42210	57.30	
Sullivan Candy & Supply	07/15/21	358963	Concessions-candy,seeds,popcorn	230-5204-42210	420.27	
Tim Thompson Plumbing LLC	07/02/21	1692	PPD Water bottle filler installation-Gregory Park	230-5200-42220	939.00	
Tim Thompson Plumbing LLC	07/10/21	1694	Install drinking fountain-JCP	230-5200-42220	866.00	
Upper Lakes Foods	06/22/21	839691-00	PPD Concessions-Cheese sauce,meats	230-5204-42210	757.88	
Upper Lakes Foods	05/24/21	CR-823858-OA	PPD Concessions-Returned pretzels	230-5204-42210	-166.80	
Upper Lakes Foods	06/15/21	836330-00	PPD Concessions-burgers	230-5204-42221	219.16	
Verizon Wireless	06/23/21	9882572108/PARKS	PPD 342090663-00001 PARKS 5/24-6/23 Kaufman	230-5200-43321	46.51	
Viking Coca-Cola	06/09/21	1037855	PPD Concessions-BHP beverages	230-5204-42210	242.50	
Viking Coca-Cola	06/23/21	1041956	PPD Concessions-MMP beverages	230-5204-42210	447.25	
Viking Coca-Cola	06/23/21	1041957	PPD Concessions-BHP beverages	230-5204-42210	200.00	
Viking Coca-Cola	06/23/21	1041958	PPD Concessions-BAP beverages	230-5204-42210	159.50	
Viking Coca-Cola	07/14/21	1516135	Concessions-BAP beverages	230-5204-42210	21.25	
W W Thompson Concrete Products	07/15/21	2107-928524	Concrete mix-Memorial bench installation	230-5200-42220	12.50	
Waste Partners Inc	06/30/21	16X22066	PPD June trash removal	230-5200-43380	778.05	
Watson Company	06/14/21	C/M 157979	PPD CR-Concessions-item billed, not rec'd	230-5204-42210	-18.52	
Watson Company	06/22/21	117064	PPD Concessions-cotton candy,candy,frozen treats	230-5204-42210	931.85	
Watson Company	07/06/21	117575	Concessions-candy,frozen treats	230-5204-42210	335.44	
Watson Company	07/20/21	118013	Concessions-gum,candy,frozen treats	230-5204-42210	315.57	
Wex Bank	06/30/21	72542712/PARKS	PPD June 2021 motor fuel	230-5200-42212	1,880.80	
Widseth Smith Nolting & Assoc Inc	06/26/21	211699	PPD Design Standards-prof svcs through 6/11/21	230-5200-43300	1,250.00	
Winners Trophy and Engraving	05/28/21	11490	Campground signage for lock box	230-5280-42210	50.00	3.44
Winners Trophy and Engraving	05/28/21	11490	Office signage-PARKS	230-5200-42200	25.00	
Winners Trophy and Engraving	05/28/21	11490	Office signage-BUILDING	101-1940-42200	25.00	
WSB	06/22/21	R-016307-000-12	PPD Memorial Park professional service 5/1/21-5/31/21	400-9050-45510	10,265.25	
Sales Use Tax 75.52					655,806.12	75.52
TOTAL EXPENDITURES TO BE APPROVED:						
Less PREPAIDS:					(255,662.32)	
TOTAL THIS REPORT:					400,143.80	

Paul Sandy, City Engineer/Interim Public Works Director

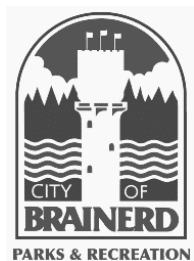


As of June 30, 2021

	Park Maintenance		Pond Hockey		Outdoor Rinks		Concessions		Tournaments		Special Events	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Total Taxes and Penalties	35,000	12,763	-	-	-	-	-	-	-	-	-	-
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services - User Fees	12,200	5,560	2,000	(308)	-	-	40,000	14,964	5,300	2,596	1,800	600
Other Revenue												
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	69,000	20,561	-	-	-	-	-	-	-	-	-	-
Contributions & Donations	-	3,820	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	1,000	-	-	-	-	-	-	-	-	-	-	-
Misc. Revenue	1,000	360	-	-	-	-	-	-	-	-	-	-
Total Charges for Services	71,000	24,741	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	118,200	43,064	2,000	(308)	-	-	40,000	14,964	5,300	2,596	1,800	600
Total Personal Services	732,813	383,734	323	-	9,689	4,830	11,303	5,528	2,907	1,562	215	-
Supplies												
Office and Operating Supplies	5,750	1,697	500	105	200	90	27,500	13,502	2,000	-	2,000	817
Motor Fuels	13,000	4,379	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	70,000	17,691	100	-	-	-	1,000	-	-	-	-	-
Repairs & Maintenance - Athletic Field	4,500	3,772	-	-	-	-	-	-	-	-	-	-
Small Tools	800	609	-	-	-	-	-	-	-	-	-	-
Total Supplies	94,050	28,148	600	105	200	90	28,500	13,502	2,000	-	2,000	817
Services												
Professional Services	11,000	5,391	-	-	-	-	-	-	-	-	-	-
Computer Technical Support	4,000	75	-	-	-	-	-	-	-	-	-	-
Telephone	1,440	871	-	-	-	-	-	-	-	-	-	-
Postage	800	(254)	-	-	-	-	-	-	-	-	-	-
Professional Development	2,000	-	-	-	-	-	-	-	-	-	-	-
Lease Payments	29,125	14,722	-	-	-	-	-	-	-	-	-	-
Printing/Legal Publications	4,500	(31)	-	-	-	-	-	-	-	-	-	-
Insurance	9,515	21,945	-	-	-	-	-	-	-	-	-	-
Utilities	78,000	24,030	-	-	-	-	-	-	-	-	-	-
Rent Expense	10,000	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	2,000	899	-	-	-	-	-	-	-	-	-	-
Credit Card Fees	1,000	460	-	-	-	-	-	-	-	-	-	-
Dues and Subscriptions	800	232	-	-	-	-	-	-	-	-	-	-
Total Services	154,179	68,341	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	981,043	480,222	923	105	9,889	4,921	39,803	19,030	4,907	1,562	2,215	817
Other Revenue (Expenses)												
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(862,843)	(437,159)	1,077	(413)	(9,889)	(4,921)	197	(4,066)	393	1,033	(415)	(217)

As of June 30, 2021

	Kickball		Adult Softball		Campground		GRAND TOTAL	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Total Taxes and Penalties	-	-	-	-	-	-	35,000	12,763
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-
Charges for Services - User Fees	2,000	-	50,000	38,968	37,000	17,860	150,300	80,240
Other Revenue								
Interest Income	-	-	-	-	-	-	-	-
Public Utility Electric Sales	-	-	-	-	-	-	69,000	20,561
Contributions & Donations	-	-	-	-	-	-	-	3,820
Misc. Program Revenue	-	-	-	-	-	-	1,000	-
Misc. Revenue	-	-	-	-	-	-	1,000	360
Total Charges for Services	-	-	-	-	-	-	71,000	24,741
TOTAL REVENUES	2,000	-	50,000	38,968	37,000	17,860	256,300	117,744
Total Personal Services	754	-	21,530	10,637	-	-	779,534	406,291
Supplies								
Office and Operating Supplies	140	-	14,000	8,906	150	163	52,240	25,281
Motor Fuels	-	-	-	-	-	-	13,000	4,379
Repairs & Maintenance	-	-	3,500	1,313	200	398	74,800	19,402
Repairs & Maintenance - Athletic Field	-	-	-	-	-	-	4,500	3,772
Small Tools	-	-	-	-	-	-	800	609
Total Supplies	140	-	17,500	10,218	350	561	145,340	53,442
Services								
Professional Services	-	-	-	-	-	-	11,000	5,391
Computer Technical Support	-	-	-	-	-	-	4,000	75
Telephone	-	-	-	-	800	327	2,240	1,198
Postage	-	-	-	-	-	-	800	(254)
Professional Development	-	-	-	-	-	-	2,000	-
Lease Payments	-	-	-	-	-	-	29,125	14,722
Printing/Legal Publications	-	-	-	-	100	-	4,600	(31)
Insurance	-	-	-	-	-	-	9,515	21,945
Utilities	-	-	-	-	3,300	321	81,300	24,350
Rent Expense	-	-	-	-	-	-	10,000	-
Miscellaneous	-	-	-	-	-	-	2,000	899
Credit Card Fees	-	-	-	-	-	-	1,000	460
Dues and Subscriptions	-	-	-	-	-	-	800	232
Total Services	-	-	-	-	4,200	647	158,379	68,988
TOTAL OPERATING EXPENSES	894	-	39,030	20,855	4,550	1,208	1,083,253	528,720
Other Revenue (Expenses)								
Sale of Assets	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	1,106	-	10,970	18,113	32,450	16,652	(826,953)	(410,976)



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐ Yes

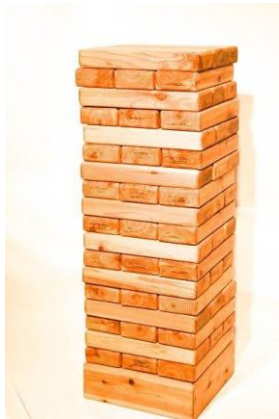
☐ No

Please Explain:

Party Time Rental -



Giant ladder Golf - \$40



Giant Jenga - \$30



Yardzees - \$15

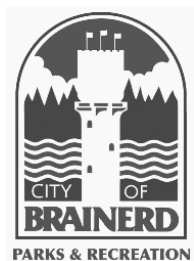
Party World



Moonwalk/Bounce House - \$325



*Obstacle Course - \$425



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

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Department:

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Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:

Brainerd Parks and Recreation Weather Policy

Weather announcements

For weather cancellation announcements, please call our cancellation line at 218-454-2900, extension 3350, or 1-800-547-2909, extension 3350; view our website at www.ci.brainerd.mn.us/parks; or listen to WJJY or KLZ radio stations. The safety of our patrons is important to us, and we will make every effort to keep you informed of program cancellations or facility closures due to weather.

Summer programs

Cancellations (games, practices and programs)

Scheduled youth and adult games, and youth programs, may be cancelled due to wet field conditions or hazardous weather conditions. Because weather and field conditions continually change, staff will wait to make cancellation decisions. Morning and afternoon youth program cancellations will be made no later than 30 minutes prior to the program start. Evening youth and adult games will be cancelled on or about 4 p.m. Since staff does not schedule youth or adult practices, cancellations will be determined by the team coach or manager.

High temperatures

~~Programs will not be cancelled due to hot and/or humid weather conditions. Coaches and recreational aides are expected to use appropriate judgment in determining the length and type of activity. Each parent knows their child's health condition and should discuss their concerns with the child's coach or the recreational aide. For non-competitive programs, recreational aides will be instructed to consider the temperature and to make sure children are not over exerted and have plenty of fluids.~~ During Brainerd Parks and Recreation facilitated programs and events a heat cancellation will go into effect if the heat index projected (actual temperature + humidity calculation) reaches 105 degrees Fahrenheit or higher at the start of program. A heat cancellation will be announced to participants by program coordinator no later than 1 hour in advance of activity. If water fountains are not available at certain fields outdoor facilities during extremely hot temperatures, parents should make sure their child brings cold fluids and make sure the child stays hydrated. Parents have the option to withhold their child from any activity for safety reasons. the program coordinator will need to inform participants to bring water or have water available in bottle form for participants. Program participants have the option to withhold themselves from any activity for safety reasons.

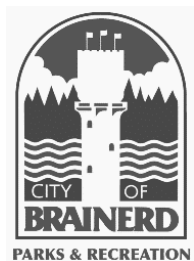
Lightning

Upon the first sighting of lightning all in attendance at an outdoor activity should immediately go to their cars or enter a building. Lightning can strike up to 6 miles away from the base of the thunderstorm. No one will be allowed to resume play until 10 minutes after the last sighting of lightning. Recreation aides, volunteer coaches, umpires or full-time staff must follow this policy.

Winter programs

Outdoor rinks and Pond Hockey

During extreme cold weather, outdoor activities are not recommended. Therefore, warming houses will be closed and Pond Hockey programs will be cancelled when the air temperature is -10 degrees or lower, or when the wind chill is -25 degrees or lower. For the protection of your children, please keep them home on those days. Warming houses may be closed and Pond Hockey may be cancelled due to rinks covered in snow. The Parks and Recreation website will be updated from 8 a.m. to 5 p.m. Monday through Friday. After 5 p.m. or on weekends call the cancellation line for updates.



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:

Memorandum

To: Paul Sandy, City of Brainerd

From: Chris Sonmor, PE

Date: July 21, 2021

Re: Memorial Park Redevelopment Project Update to Park Board – July, 2021
WSB Project No. 016307-000

The following is a summary of the work completed over the last month:

- Warming House & Pavilion
 - The electrical & plumbing rough-in are complete.
 - Nor-Son is working on the exterior siding.
 - They are currently waiting on the metal door frames. Until those arrive, they cannot proceed on the inside with the drywall.
- Sitework
 - Both rinks have been poured.
 - The plumbing rough-in for the splash pad is complete and the concrete slab has been poured.
 - Anderson Brothers is currently working on the grading and class 5 for the sidewalks and trails.

Scheduled work in the upcoming weeks will include:

- The metal door frames are expected to ship next week. At that point, they can continue with the drywall and finish the exterior siding.
- Concrete sidewalks are expected to be poured next week.
- Topsoil, seeding and landscaping will follow the placement of the walks and trails.
- The boards on the large rink are scheduled to be on site the first week in August.
- Installation of the splash pad fixtures should resume in August.

WSB has prepared Change Order No. 3 in the amount of \$552.00. This was an item that came up during the plumbing plan review by City Staff. We recommend approval of Change Order No. 3 in the amount of \$552.00.

Pay Voucher No. 3 is also included for approval. Major pay items included for this voucher include:

- Building with Pavilion (25%)
- Site Grading (60%)
- Concrete in large rink
- Concrete in small rink

The total amount certified to date is \$647,164.40. This is 63.6% of the total project cost. With 5% retainage continuing to be held, the total amount due on Pay Voucher No. 3 is

\$341,148.09. WSB recommends approval of Pay Voucher No. 3. The contract price in this voucher does not include Change Order No. 3. We recommend approval of Pay Voucher No. 3.

Also included for approval is a contract amendment for WSB. Our original proposal included Construction Materials Testing (CMT) for Phases 1 and 2. The fees for CMT were not approved with our original design and construction budget. Our proposed fee for Phase 1 was \$7,500. We are requesting approval of an additional \$7,500 in fees for the CMT work on this project.

Client: City of Brainerd 501 Laurel St Brainerd, MN 56401-3595	Contractor: Anderson Brothers Construction Company of Brainerd LLC 11325 State Hwy 210 Brainerd, MN 56401
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WSB Project No.: 016307-000
Client Project No.:
State Project No.:
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$918,329.00	Original	\$918,329.00
Contract Changes	\$94,496.00	Additional	N/A
Revised Contract	\$1,012,825.00	Total	\$918,329.00

Work Certified To Date	
Base Bid Items	\$572,433.40
Contract Changes	\$74,731.00
Material On Hand	\$0.00
Total	\$647,164.40

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$359,103.25	\$647,164.40	\$32,358.22	\$273,658.09	\$341,148.09	\$614,806.18
Percent Retained: 5%			Percent Complete: 63.9%		

This is to certify that the items of work shown in this Pay Voucher have been actually furnished for the work comprising the above-mentioned project in accordance with the plans and specifications heretofore approved.

Approved By WSB

Approved By Anderson Brothers Construction Company of Brainerd LLC

Ch. L. Sam

Project Engineer

July 19, 2021

Date

Date

Approved By City of Brainerd

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	05/14/21	\$83,624.68	\$4,181.23	\$79,443.45
2	06/11/21	\$204,436.47	\$10,221.83	\$194,214.64
3	07/16/21	\$359,103.25	\$17,955.16	\$341,148.09

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
016307-000 Source 1	\$647,164.40	\$32,358.22	\$273,658.09	\$341,148.09	\$614,806.18

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
016307-000 Source 1	Local	\$341,148.09			\$614,806.18

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$15,000.00	1	0.25	\$3,750.00	0.75	\$11,250.00
2	2101.501	CLEARING & GRUBBING	LS	\$2,500.00	1	0.5	\$1,250.00	1	\$2,500.00
3	2104.501	REMOVE DRAIN TILE	LS	\$3,100.00	1	0	\$0.00	1	\$3,100.00
4	2104.501	REMOVE BUILDING	LS	\$2,000.00	1	0.5	\$1,000.00	1	\$2,000.00
5	2104.504	REMOVE PAVEMENT	S Y	\$4.80	410	0	\$0.00	148	\$710.40
6	2105.601	SITE GRADING	LS	\$59,500.00	1	0.6	\$35,700.00	0.8	\$47,600.00
7	2106.607	ENGINEERED SOIL (CV) (BOTTOM OF BASIN)	CY	\$165.00	20	0	\$0.00	20	\$3,300.00
8	2545.601	LARGE RINK AND PLEASURE RINK LIGHTING (INSTALLATION OF LIGHTING INCLUDING FOUNDATIONS)	LS	\$26,200.00	1	0	\$0.00	0	\$0.00
9	2105.601	DEWATERING	LS	\$5,500.00	1	0	\$0.00	1	\$5,500.00
10	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$800.00	1	0	\$0.00	1	\$800.00
11	2573.502	INLET PROTECTION	EACH	\$125.00	1	2	\$250.00	2	\$250.00
12	2573.503	SILT FENCE, TYPE MS	L F	\$3.20	310	0	\$0.00	318	\$1,017.60
13	2573.503	SEDIMENT CONTROL LOG	L F	\$2.00	1210	0	\$0.00	0	\$0.00
14	2575.504	RAPID STABILIZATION METHOD 3	SY	\$20.00	30	0	\$0.00	0	\$0.00
15	2575.504	EROSION CONTROL BLANKET CAT 4(N), 2S	SY	\$2.25	9680	0	\$0.00	0	\$0.00
16	2575.505	TURF SEED MIX	AC	\$9,000.00	1.5	0	\$0.00	0	\$0.00

Contract Item Status

Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
17	2575.505	NATIVE SEED MIX	AC	\$9,780.00	0.5	0	\$0.00	0	\$0.00
18	2521.518	4" CONCRETE WALK	S F	\$7.10	4460	0	\$0.00	0	\$0.00
19	2521.518	6" CONCRETE WALK	S F	\$10.00	24	0	\$0.00	0	\$0.00
20	2521.504	6" REINFORCED WALK AT LARGE HOCKEY RINK	SF	\$7.50	15840	15840	\$118,800.00	15840	\$118,800.00
21	2531.518	CAST IRON DETECTABLE WARNING PLATE	S F	\$47.00	16	0	\$0.00	0	\$0.00
22	2531.602	PRECAST CONCRETE WHEEL STOP	EACH	\$75.00	2	0	\$0.00	0	\$0.00
23	2564.502	ADA PARKING SIGN	EACH	\$250.00	3	0	\$0.00	0	\$0.00
24	2582.501	PICKLEBALL COURT STRIPING	LS	\$2,507.00	1	0	\$0.00	0	\$0.00
25	2582.501	PARKING LOT STRIPING/MARKINGS	LS	\$300.00	1	0	\$0.00	0	\$0.00
26	2506.601	SANITARY & WATER SERVICE	LS	\$22,400.00	1	0	\$0.00	1	\$22,400.00
27	2540.601	BUILDING WITH PAVILION	LS	\$561,309.00	1	0.25	\$140,327.25	0.6	\$336,785.40
28	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	\$1,045.00	1	0	\$0.00	1	\$1,045.00
29	2501.602	12" PIPE APRON	EACH	\$300.00	1	0	\$0.00	1	\$300.00
30	2503.502	4" CLEANOUT	EA	\$440.00	2	0	\$0.00	5	\$2,200.00
31	2503.503	12" PP PIPE	LF	\$31.50	238	0	\$0.00	238	\$7,497.00
32	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$500.00	1	0	\$0.00	1	\$500.00
33	2505.503	4" PERFORATED DRAINTILE	LF	\$9.20	215	0	\$0.00	215	\$1,978.00
34	2506.502	CONSTRUCT DRAINAGE STRUCTURE	EACH	\$2,480.00	1	0	\$0.00	1	\$2,480.00
35	2511.507	RANDOM RIPRAP CLASS II	C Y	\$120.00	5	0	\$0.00	3.5	\$420.00
Bid Totals:							\$301,077.25		\$572,433.40

Project Category Totals		
Category	Amount This Voucher	Amount To Date
EARTHWORK AND REMOVALS	\$41,700.00	\$70,460.40
ELECTRICAL	\$0.00	\$0.00
EROSION CONTROL AND LANDSCAPE	\$250.00	\$7,567.60
PAVEMENTS AND SIGNAGE	\$118,800.00	\$118,800.00
SANITARY & WATER IMPROVEMENTS	\$0.00	\$22,400.00
SITE AMENITIES & MISCELLANEOUS	\$140,327.25	\$336,785.40
STORMSEWER IMPROVEMENTS	\$0.00	\$16,420.00

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
CO	1	47	2521.518	4" CONCRETE WALK	SF	\$7.20	135	0	\$0.00	0	\$0.00
CO	1	48	2521.518	6" REINFORCED WALK AT LARGE HOCKEY RINK	SF	\$7.60	7635	7635	\$58,026.00	7635	\$58,026.00
CO	1	49	2545.601	SMALL RINK LIGHTING (INSTALLATION OF LIGHTING INCLUDING FOUNDATIONS)	LS	\$4,665.00	1	0	\$0.00	0	\$0.00
CO	1	50	2582.601	BASKETBALL COURT STRIPING	L S	\$2,265.00	1	0	\$0.00	0	\$0.00
CO	1	51	2571.524	DECIDUOUS TREE 2.5" CAL B&B	TREE	\$815.00	3	0	\$0.00	0	\$0.00
CO	1	52	2571.524	DECIDUOUS TREE 6' HIGH B&B CLUMP	TREE	\$855.00	3	0	\$0.00	0	\$0.00
CO	1	53	2571.525	DECIDUOUS SHRUB NO 5 COUNT	SHRB	\$89.00	28	0	\$0.00	0	\$0.00
CO	1	54	2571.525	CONIFEROUS SHRUB NO 5 COUNT	SHRB	\$99.00	4	0	\$0.00	0	\$0.00
CO	1	55	2574.507	PLANTING BED SOIL MIXTURE	C Y	\$75.00	30	0	\$0.00	0	\$0.00
CO	1	56	2575.603	LANDSCAPE EDGING	L F	\$28.00	30	0	\$0.00	0	\$0.00
CO	1	57	2575.607	MULCH MATERIAL TYPE SPECIAL	C Y	\$125.00	7	0	\$0.00	0	\$0.00
CO	2	58	2506.601	SANITARY & WATER SERVICE	LS	\$16,705.00	1	0	\$0.00	1	\$16,705.00
Contract Change Totals:									\$58,026.00		\$74,731.00

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date
1	CO	Addition of Bid Alternate 1 to the Contract	\$58,026.00	\$58,026.00
2	CO	Change Order #2 accounts for the additional time and expense incurred by Anderson Brothers for the changes for the water service to the new warming house. The size of the existing watermain was different that records indicated which resulted in the connection being made further away from the new warming house adding cost for additional dewatering and additional pipe footage.	\$0.00	\$16,705.00

Material On Hand Additions					
Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining



Construction Materials Testing Estimate of Costs

Brainerd Memorial Park

CMT Unit	Service Description	Estimated Units	Hourly or Unit Cost	Total Unit Cost
Aggregate and Soils				
<i>Field Testing</i>				
CMT02	Compaction Testing of Fill and Backfill 4 trips at 3.50 hours each	14.00 hours	\$ 72.00	\$ 1,008.00
3510	Nuclear Density Testing 5 tests on aggregate base (trails/rinks/splashpad/slabs) 5 tests on subbase (splash pad/slabs) 5 tests on subgrade (trails/rinks/splash pad/slabs) 5 tests on utility trench backfill	20 tests	\$ 16.00	\$ 320.00
CMT01	Sample Pick Up 1 trips at 3.00 hours each	3.00 hours	\$ 54.00	\$ 162.00
2200	Trip Charge	5 trips	\$ 100.00	\$ 500.00
<i>Laboratory Testing</i>				
3025	Sieve Analysis through no. 200 Sieve 1 tests on aggregate base	1 tests	\$ 135.00	\$ 135.00
3260	Standard Proctor 1 tests on aggregate base 1 tests on subbase 1 tests on subgrade 1 tests on trench backfill	4 tests	\$ 135.00	\$ 540.00
Subtotal				\$ 2,665.00
Concrete Reinforcement				
CMT03	Concrete Reinforcement Observations	2.50 hours	\$ 81.00	\$ 202.50
Hockey Rinks	2 trips at 0.50 hours each			
Warming House & Pavillion	1 trips at 0.50 hours each			
Picnic Shelter	1 trips at 0.50 hours each			
Concessions	1 trips at 0.50 hours each			
Subtotal				\$ 202.50
Concrete				
<i>Field Testing</i>				
CMT02	Testing of Concrete	35.00 hours	\$ 72.00	\$ 2,520.00
Hockey Rinks	2 pours at 3.50 hours each			
Warming House & Pavillion	1 pours at 3.50 hours each			
Picnic Shelter	1 pours at 3.50 hours each			
Concessions	1 pours at 3.50 hours each			
Splash Pad	2 pours at 3.50 hours each			
Light Bases	1 pours at 3.50 hours each			
Misc.	2 pours at 3.50 hours each			
CMT01	Sample Pickup 5 trips at 3.00 hours each	15.00 hours	\$ 54.00	\$ 810.00
2200	Trip Charge	15 trips	\$ 100.00	\$ 1,500.00
<i>Laboratory Testing</i>				
2040	Concrete Curing and Compressive Strength Testing 10 sets at 4 cylinders each	40 cylinders	\$ 27.00	\$ 1,080.00
Subtotal				\$ 5,910.00

Wood Truss				
CMT04	Field - Wood Truss Observations (Warming House & Pavillion and Picnic Shelter) <i>1 trips at 3.50 hours each</i>	3.50 hours	\$ 99.00	\$ 346.50
2200	Trip Charge	1 trips	\$ 100.00	\$ 100.00
Subtotal				\$ 446.50
Project Supervision, Review and Management				
CMT80	Project Engineer/Manager	2.00 hours	\$ 117.00	\$ 234.00
CMT70	Project Assistant	6.00 hours	\$ 81.00	\$ 486.00
CMT90	Project Administrator	1.00 hours	\$ 63.00	\$ 63.00
Subtotal				\$ 783.00

Inspection and Testing Project Summary
--

Aggregate and Soils	\$	2,665.00
Concrete Reinforcement	\$	202.50
Concrete	\$	5,910.00
Wood Truss	\$	446.50
Project Supervision, Review and Management	\$	783.00
Estimated Total	\$	10,007.00

WSB Project No. 016307-000		Owner Project No.		Change Order No. 3		
Project Title/Description: Memorial Park Redevelopment						
Owner: City of Brainerd						
Owner Address: 501 Laurel St Brainerd, MN 56401-3595						
Contractor: Anderson Brothers Construction Company of Brainerd LLC						
Contractor Address: 11325 State Hwy 210 Brainerd, MN 56401						
Total Change Order Amount: \$552.00						
Description: Lavatory and faucet change - (4) American Standard Lucerne wall hung lav 4" to American Standard Lucerne wall hung lav center hole. (4) Delta 4" center single lever faucet to Chicago push button faucet.						
Estimate Of Cost: <i>(Include any increases or decreases in contract items, any negotiated or force account items.)</i>						
Group/Funding Category	Item No.	Description	Unit	Unit Price	+ or - Quantity	+ or - Amount \$
016307-000 Source 1	9000.000	LAVATORY - FAUCET	L S	\$552.00	1	\$552.00
Net Change This Change Order						\$552.00

Due to this change, the contract time: (check one)	
☐ Is NOT changed	☐ May be revised as provided in MnDOT Specification 1806
Number of Working Days Affected by this Contract Change:	Number of Calendar Days Affected by this Contract Change:

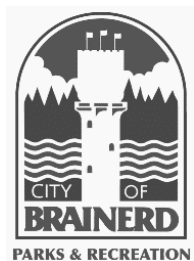
Approved By Project Engineer: Chris L. Sonmor Date: July 21, 2021Print Name: Chris Sonmor Phone: 320.534.5964

Approved By Contractor: _____ Date: _____

Print Name: _____ Phone: _____

Approved By Owner: _____ Date: _____

Print Name: _____ Phone: _____



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:

CITY OF BRAINERD PARKS AND RECREATION DEPARTMENT REQUEST FOR PROPOSALS

Mississippi Trailhead Landing (MLT) Park
South of the North Star Apartments on East River Road



The City of Brainerd is requesting proposals for design and construction engineering services including project design and development, preparation of plans and specifications, and construction/observation/testing for the development of the Mississippi Landing Trailhead (MLT) Park, located south of the North Star Apartments on East River Road. The project is being funded through the Environmental and Natural Resources Trust Fund.

BACKGROUND

In 2014, a citizens committee was created specifically to research opportunities to provide access to and the development of the Mississippi River riverfront from Rotary Park to the Brainerd hydroelectric dam. In 2015, the committee received a grant from the Brainerd Lakes Area Community Foundation in the amount of \$100,000 to continue their efforts in researching and developing conceptual plans for an elevated trail on the Mississippi River from College Drive to Highway 210. After conceptual estimates were provided to the committee, the committee determined the cost of such a project would be cost-prohibitive and therefore infeasible. The committee re-aligned their efforts to focus on the area primarily south of the North Star Apartments and began planning for a trailhead park.

In 2019, the City of Brainerd was awarded a 2-year technical assistance grant through the National Park Service in which the conceptual design for the Mississippi Landing Trailhead (MLT) Park was created. This conceptual design can be seen attached to this RFP and is explained in more detail below under Scope of Project.

Upon completion of the conceptual design, conceptual cost estimates were provided by SEH (Short Elliot Hendrickson) for the Park. The City responded to the 2021 request for proposals from the Legislative Citizen Commission on Minnesota Resources (LCCMR) for the funding necessary to design and construct the MLT Park. In June 2021, the City was awarded \$2.85 million to design and construct the park through LCCMR.

The **total** project budget, including design engineering services, construction engineering services, permitting, right-of-way acquisition, construction, and closeout is not to exceed \$2.85 million. The right-of-way street improvements as associated with this project are anticipated to be funded through the City Construction Fund. Engineering and design of these services should be included as a separate budgeted line item on the proposer's response.

SCOPE OF PROJECT

The overall project scope includes the development of the MLT Park. The Brainerd Park Board has approved the conceptual layout of the new facilities which include:

1. Riverbank restoration; and,
2. Bituminous trails and concrete sidewalks; and,
3. Design and construction of an outdoor classroom structure; and,
4. Design and construction of bathroom facilities; and,
5. Amphitheatre seating area; and,
6. Nature play area; and,
7. Lighting; and,
8. Signage; and,
9. Site furnishings; and,
10. Landscaping; and,
11. Retaining walls; and,
12. Concrete kayak/canoe landing; and,
13. Erosion and sediment control, both temporary and permanent measures; and,
14. Sewer, water, and other utility service extensions, where needed; and,

15. Site grading and excavation.

Additional plans, which may be included if funds are available, include:

1. Design and construction of an outdoor amphitheater structure; and,
2. River access steps; and,
3. Right-of-way street improvements (not included in total budget of \$2.85 million).

GENERAL SCOPE OF SERVICES

The overall general scope of services anticipated to be required includes:

1. Working with the Park Board, Project Management Team (PMT), and City staff to formulate a final design for the project. Attached is the conceptual layout.
2. Conduct preliminary engineering investigations, surveys, data collection, project scoping and environmental permitting and reporting, if any.
3. Coordination with potential affected property owners near the site.
4. Prepare detailed plans, alternates, specifications, and other contract documents in accordance with the State and Federal laws and in accordance with LCCMR guidelines.
5. Coordinate with all utilities and contractors on utility relocations during construction and the design phase.
6. Secure plan and project approvals and permits through Minnesota Department of Labor and Industry, Minnesota Department of Health, Department of Natural Resources, City of Brainerd, and any other permits as applicable for construction.
7. Prepare construction and cost estimates for the plans and alternates, as described above.
8. Prepare bidding documents (instructions to bidders, general conditions of the construction contract, technical specifications, etc.) to secure contractors for the proposed work.
9. Answer bidders' questions, issue addenda as needed, and assist with the bid opening.
10. Prepare a bid tabulation and make a recommendation for award of the contract based on the outcome of the bidding process.
11. Provide construction staking, contract administration services, and construction inspection services including the coordination with City Parks and Recreation staff, the Park Board, the PMT Committee, and other City personnel.
12. Report, pay quantities, partial and final pay estimates, change orders, supplemental agreements, and other related contract documents.
13. Provide for public informational meetings and notices as necessary for the properties directly impacted by the construction.
14. Attend Park Board, PMT Committee, and City Council meetings as needed.

SCHEDULE

1. Proposal submittals due on August 26, 2021, at 4:30 PM.
2. Project Management Team review, scoring, and recommendation of firm week of August 30th.
3. Interviews (if needed) scheduled week of August 30th with prospective proposers.
4. Firm recommended and selected by Park Board on September 7, 2021.
5. Project Development mid-September through mid-February 2022.
6. Bids issues end of March 2022.

7. Bid Opening end of April 2022.
8. Bids tabulated with PMT, award recommended to Park Board mid-May, 2022.
9. Construction start end of May, 2022.

PROPOSAL REQUIREMENTS

1. A narrative describing the proposer's understanding of the project scope.
2. Identification of the principal staff and team members that will be working on the project, their role on the project, and their experience, training, qualifications, and availability.
3. Experience with other highly sensitive park projects near navigable waterways.
4. Previous experience working with LCCMR funds and submittal requirements.
5. Proposed work plan and approach to the project including project management techniques to deliver a high quality and high value project.
6. Project schedule.
7. Summarize the anticipated involvement from City of Brainerd staff.
8. Estimated fees for the engineering design, construction and administration, contingency fee and construction survey, and staking, and construction phases of the project for providing the desired services with a "not to exceed."
9. Approach to managing cost controls on both engineering and construction services including approach to balancing the scope and cost of preliminary engineering services and controlling the unexpected construction cost overruns from change orders and supplemental agreements.
10. Past performance of key team members and firm to deliver quality work within the time constraints and budget.
11. Any other specific experience, knowledge, or abilities that uniquely qualify your firm and project team for this project.

CONSULTANT SELECTION

Consultant selection will be based upon qualifications, experience, and reputation of the key team members assigned to the project, the firm's structure and organization, availability of resources in personnel and experience, demonstrated competence and performance ability in park design, and cost. The City reserves the right to reject any and all proposals if deemed to be in the City's best interest and the City will not award a contract based solely on the lowest overall cost. The City reserves the right to interview perspective firms before recommendation and selection. Interviews, if needed, are anticipated to be performed the week of August 30th.

PROPOSAL DUE

If you are interested in submitting a written proposal to perform these services, please submit 3 copies and digital copy of the proposal to the Community Development Director's office no later than 4:30 P.M. on Thursday, August 26, 2021.

Submitted proposals will be opened at 8:30 a.m. on Friday, August 27, 2021 at Brainerd City Hall and presented to the Project Management Team for review and scoring thereafter.

Proposals and any inquiries should be directed to:

David Chanski

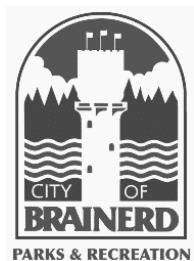
Community Development Director

501 Laurel Street

Brainerd, MN 56401

(218) 828-2307

dchanski@ci.brainerd.mn.us



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

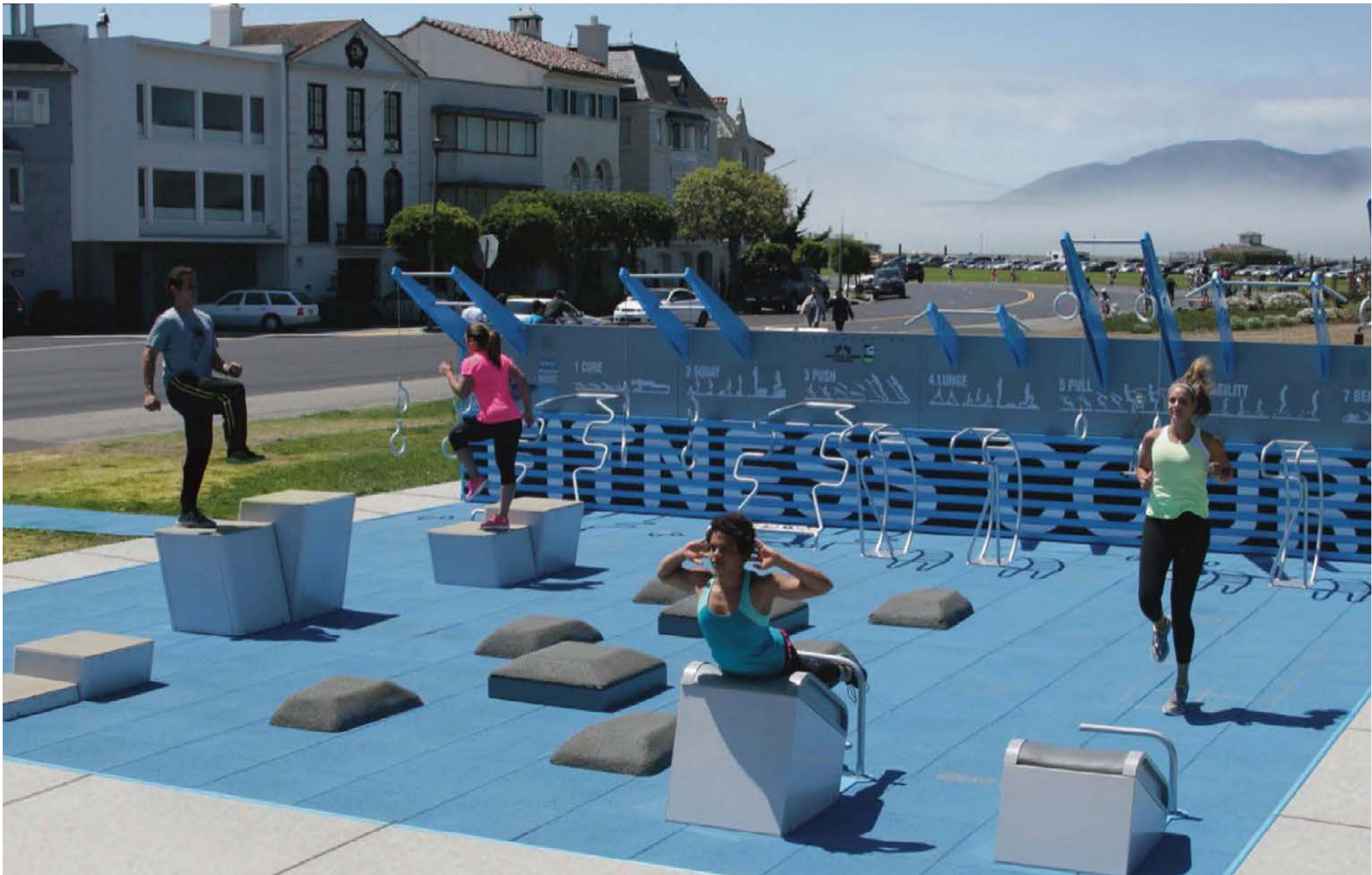
\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:



National Fitness Campaign

2022 EXECUTIVE SUMMARY





OUR MISSION

DESIGN HEALTHY INFRASTRUCTURE FOR CITIES TO
IMPROVE THE QUALITY OF LIFE FOR PEOPLE

THE PROBLEM

Preventable diseases like obesity continues to rise across America. The built environment can increase longevity.

WHO WE ARE

National Fitness Campaign is a San Francisco based social enterprise and consulting firm.

WHAT WE DO

NFC partners with cities, schools and state agencies who make health a priority to plan, build, fund and activate healthy infrastructure.

CAMPAIGN HISTORY

1979
FITNESS COURT INVENTED



1980-2000
CAMPAIGN EXPANDS

3 Countries • **10,000** FITNESS COURTS

2012
A NEW CAMPAIGN & WORLD CLASS TEAM

FITNESS COURT® DESIGN TEAM

2018 & PRESENT
NATIONWIDE CAMPAIGN LAUNCH

2022
EXPANSION TO 1,000 CITIES

1979

1980

2012

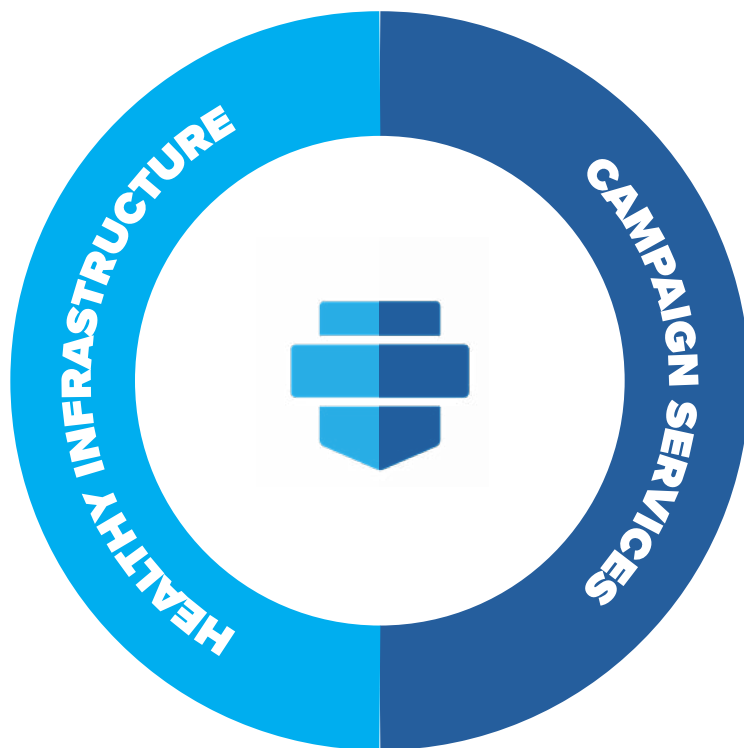
2018

2022



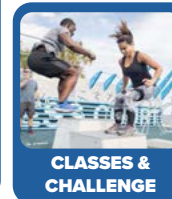
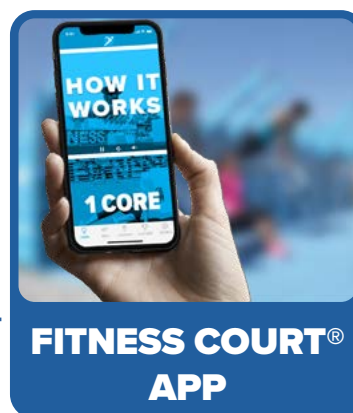
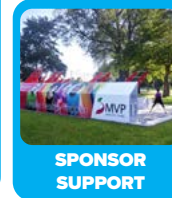
2022 CAMPAIGN ELEMENTS

HOLISTIC QUALITY OF LIFE INITIATIVE FOR CITIES

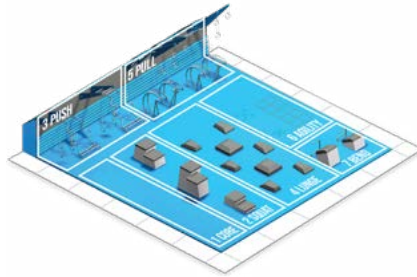
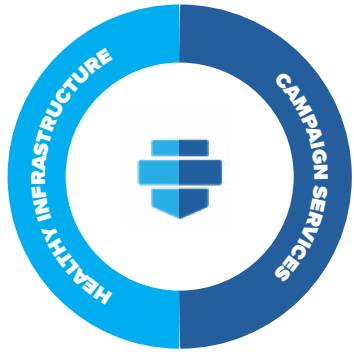


A Comprehensive Wellness Program

The Campaign is a collection of resources and services designed to activate, encourage and support participation in outdoor fitness activities. Our campaign is separated into two stages: Healthy Infrastructure & Campaign Services. All Cities and schools awarded in the program receive all products, tools and services described on this page and detailed in this executive summary document.



NFC : COMPREHENSIVE PROGRAM CAMPAIGN SUMMARY



FITNESS COURT

21st Century Healthy Infrastructure

National Fitness Campaign's Fitness Court is the centerpiece to its holistic health and wellness initiative. The Fitness Court is an outdoor bodyweight circuit training center with functional fitness DNA. The best-in-class system provides a full-body workout to adults of all ability levels. With 7 functional fitness zones, the Fitness Court can be used in thousands of ways. The Fitness Court is the world's best outdoor gym!



7 Minutes 7 Movements



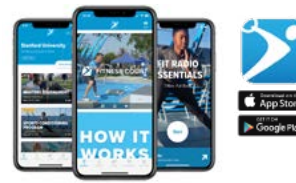
Strategic Planning Studies

Strategic Planning & Feasibility Study, Site Design Consulting



Campaign Funding Support

Sponsor Strategy, Best Practices, National Installation Team Support



Fitness Court App

Free digital App Delivering Programming, Workouts & Content



Ambassador Training

NFC Fitness Court Ambassador Training ACE Certified (*America Council of Exercise*)



Launch & Public Relations

Featured Stories Highlighted through Press and Local Media

FITNESS SEASON 2022

Annual Fitness Season

Spring/Summer/Fall national & local training, classes & challenges series



WORLD-CLASS TRAINING

SPRING

World-class training videos will be available on the Fitness Court App.



WORLD-CLASS TRAINING

SUMMER

World-class training videos will be available on the Fitness Court App.



CHALLENGE SERIES

FALL

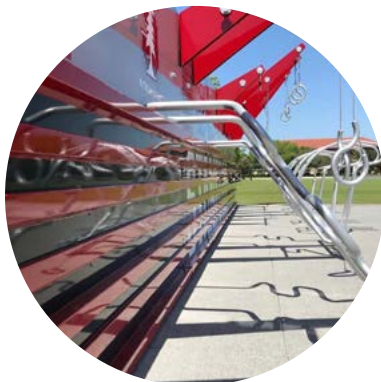
The Fitness Season culminates with local, regional and national challenges for residents.

Made & Manufactured in the USA

Designed by NFC in California.



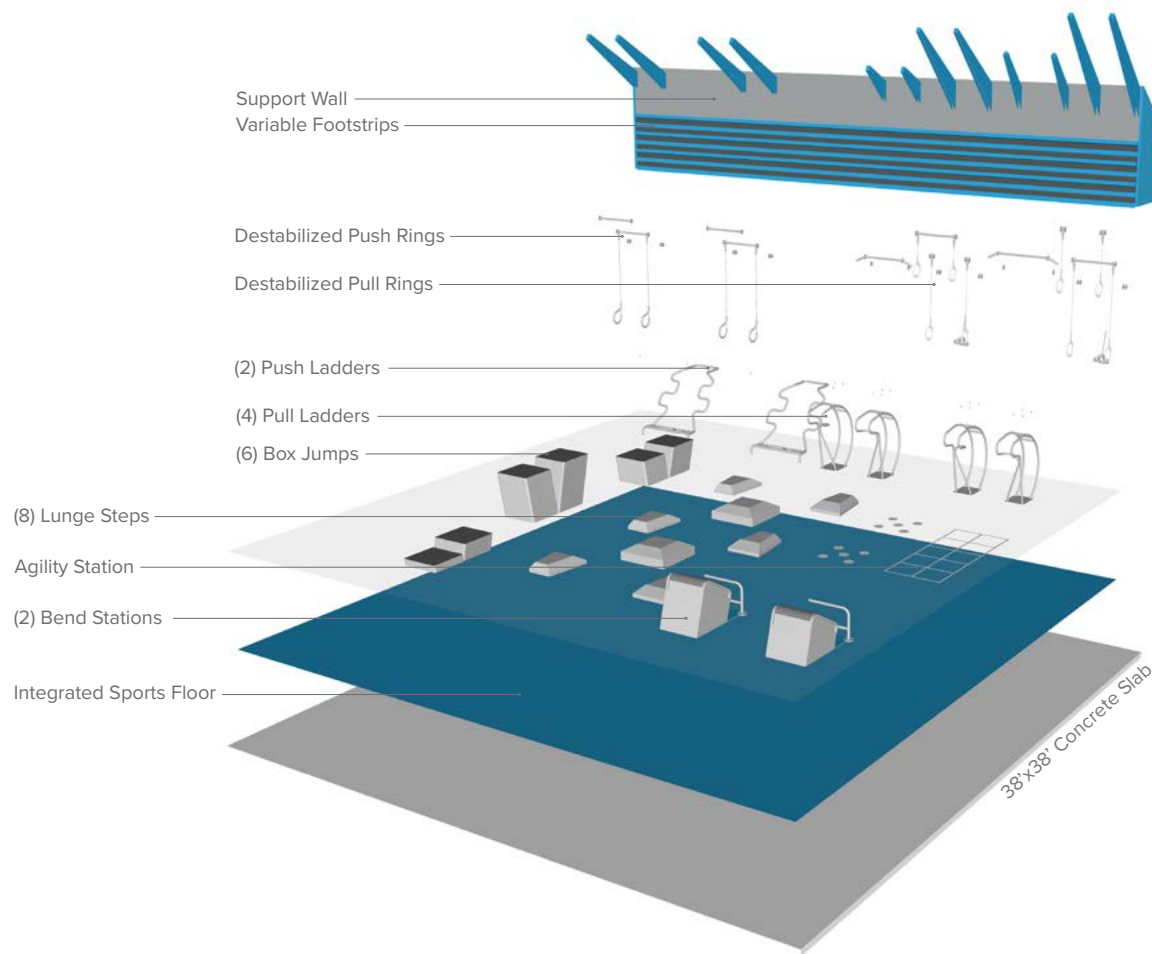
High Quality
 Dual-layer powder-coating
 carbon steel



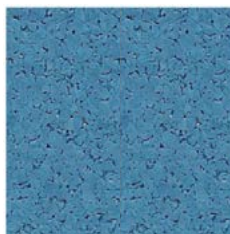
Durable Materials
 Tamper-resistant,
 galvanized & stainless
 steel bolts and fittings.



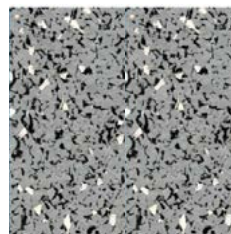
Best In Class
 Anti-graffiti laminate vinyl
 decals



Each Fitness Court® includes an integrated sports floor made from durable 2'x2' tiles which adhere directly to the concrete slab. Available in our standard NFC Blue or Grey to match any custom design.



Top (Blue Option)



Top (Grey Option)



Bottom



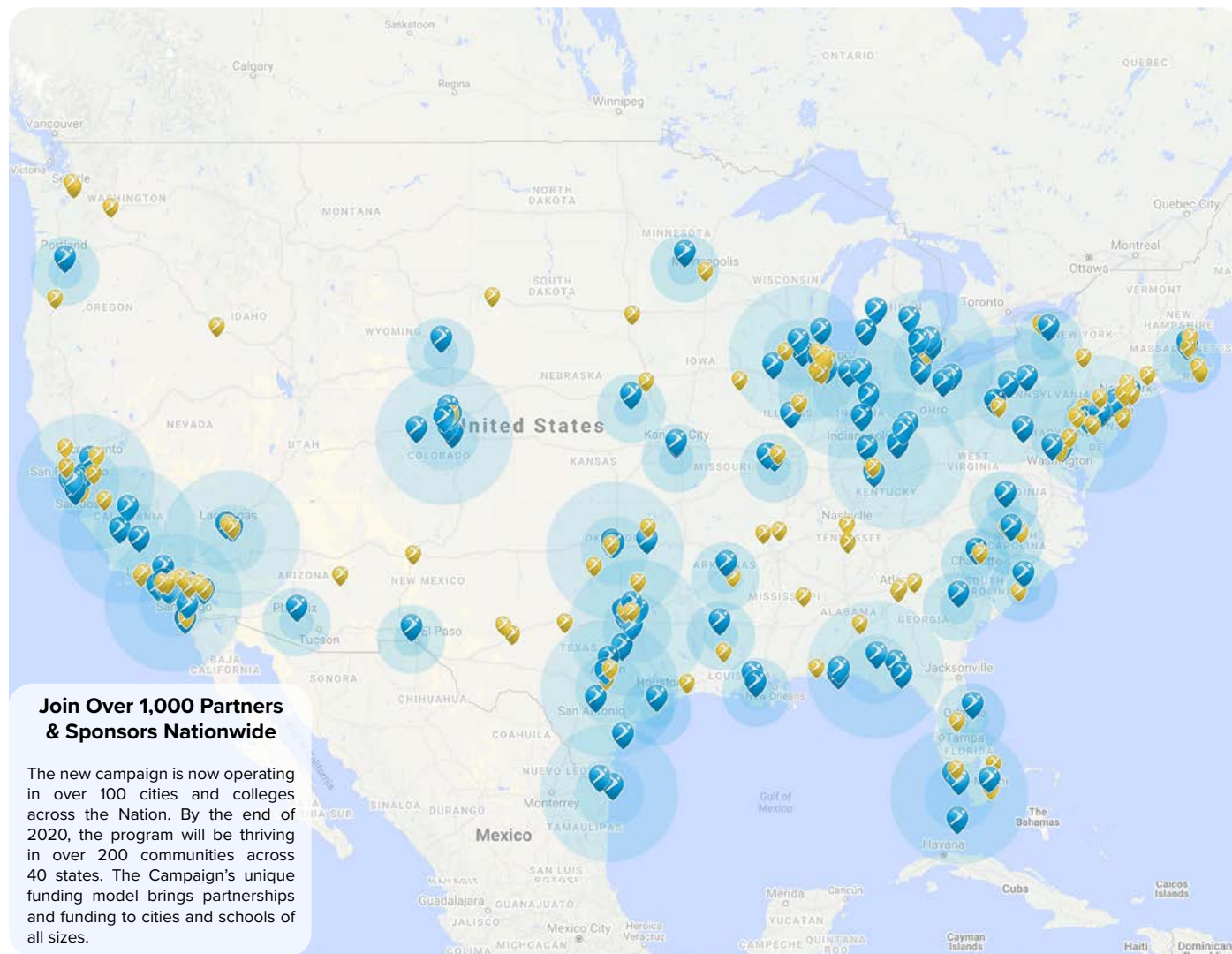
Reducer with Tile



Reducer

CAMPAIGN NETWORK

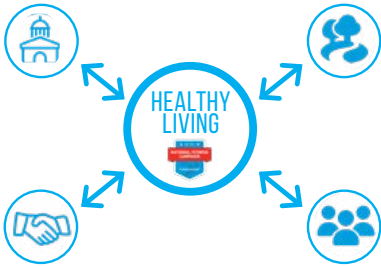
Growing Network of Partners & Sponsors Nationwide





GRANT FUNDING REQUIREMENTS

1

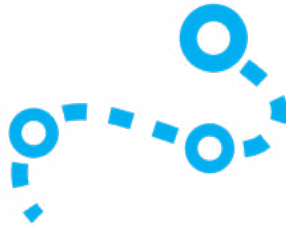


IS WELLNESS A PRIORITY

Is health & wellness a priority in your city or school? Does the campaign align with your local goals and local initiatives? Is there support from appropriate stakeholders?

- Mayor
- City Council
- Park Director
- Superintendent
- Principle
- PE / Coaches

2

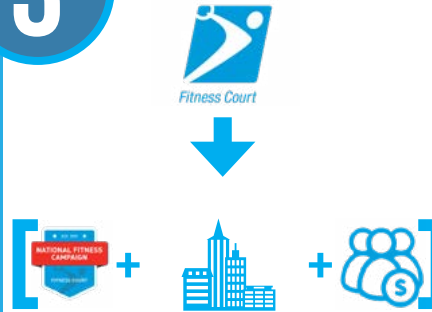


SITE SELECTION

Main Criteria for Site Selections

- 1. Iconic Sites**
Supports Success and Impact
- 2. Accessibility**
Engage all Population Sectors
- 3. Connectivity**
Program locations align with pedestrian infrastructure and trails systems.

3



PROGRAM FUNDING

Qualified cities/schools will receive \$30,000 in Grant Funding from NFC for each Fitness Court and local Campaign. With variable funding models and opportunities for partnership development within your local and regional network, there are multiple ways to fund the Campaign. NFC is here to help!

4



PROGRAM TIMING

Application Deadline:
ROLLING AWARDS

Submit Matching Funding:
PER BUDGET CYCLE 2022

Program Launch:
PER AWARD PERIOD 2022

PROGRAM ADOPTION PROCESS



REQUIRED FUNDING FOR EACH SITE

GRANT FUNDING AWARD



+



**FITNESS COURT &
CAMPAIGN ECOSYSTEM**

**TOTAL FUNDING
REQUIRED PER FITNESS COURT**

\$140,000

+

COURT INSTALL

* Funding requirements are confirmed at the time of shipment based on material costs which may fluctuate*

=



\$30,000

GRANT FROM NFC



\$110,000

**LOCAL FUNDING MATCH
(PLUS INSTALLATION)**

INSTALLATION METHODS

CONCRETE SLAB + FITNESS COURT ASSEMBLY + GRAPHICS INSTALL

IN HOUSE OR IN KIND OR BID OUT

NFC 2022 CAMPAIGN SPECIFICATIONS PROGRAM SUMMARY



2022 PROGRAM SUMMARY: All items and services below are delivered to approved partners as part of the 2022 Campaign.

HEALTHY INFRASTRUCTURE



FITNESS COURT®

Fitness Court® Description:

32'x35' outdoor bodyweight circuit training system with the following components:

- Seven station circuit training system providing full-body workout modules
- Fitness Court body-weight training wall - 32'W x 2'D x 6' H with custom graphics
- Thirty pieces of body-weight fitness elements for simultaneous use by 28 users at one time. Fitness Elements anchored and grouped within seven stations.
- Bolts, attachments and anchors required for installation

Fitness Court Surface - Tile Surface Specifications

- Outdoor Sports Floor Size: 1,024 SF (32'x32')
- Color: NFC Blue
- Thickness: 1" Tiles
- ADA Border Included

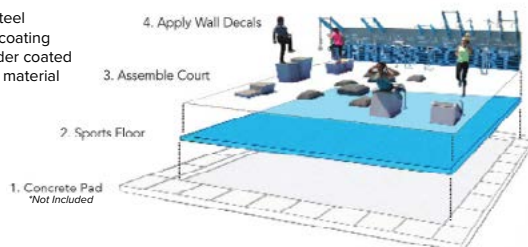
Fitness Court Specifications:

- All structural components are made from high-grade carbon steel
- Structural components receive high-grade dual layer powder coating
- All cladding (skins) made from high-grade aluminum and powder coated
- Graphics and signage printed with anti-graffiti over-lamination material
- Manufactured in the United States
- Resilient to heavy, repeated daily use
- Over 30 individual pieces of equipment
- Powder-Coated Structural Components
- Galvanized fittings and bolts - *included*
- Stainless steel cables
- Full installation guide provided
- Warranty through NFC

Warranty + Maintenance

- Made for all climates
- Almost no moving parts (only cables)
- Equipment is anchor bolted into concrete
- Replacement parts available through NFC
- No requirement for disassembly in winter
- Maintenance guide, including touch-up paint & necessary tooling included

See Official Warranty for Full Coverage Detail



HEALTHY INFRASTRUCTURE DESIGN SERVICES

Strategic Planning & Feasibility Study

- City-wide impact analysis and master plan integration plan
- Site Design and Visibility Analysis

Custom Fitness Court Design Services & Construction & Installation Support

- Customized Fitness Court powder-coating and decal design - no two Fitness Courts are the same!
- Stamped and certified design plans, concrete slab drawings, and contractor management are provided by the NFC Activation Team.
- With all ready-to-build plans included, most installations require less than 90 days to complete from ground-breaking to launch.
- NFC National Installation Partner Access - EIS (contracted separately)

GRANT FUNDING, CONSENSUS BUILDING, SPONSOR SUPPORT

NFC Grant Funding Qualification

- Access to qualify for NFC's Grant Funding through NFC's national partners to support seeding the program.

Consensus Building Consulting

- NFC has industry experts in project management, and from conception through execution, they will collaborate on an average of 2 intensive monthly planning calls to drive success.

Sponsor Strategy Consulting Support

- Up to 10 custom renderings provided by NFC Design Team to support outreach to local sponsors and partners. Up to 5 custom slide presentations provided for in-person meetings and internal stakeholder consensus-building.

CAMPAIGN SERVICES



FITNESS COURT® APP

The Fitness Court App

Free mobile app for iOS / Android teaches proper use, routines and challenges to all users

- **Classes:** schedule, run and track attendance using the Fitness Court App back-end scheduling tool, providing live class management through the OnSched platform. Training and basic setup provided by NFC within 30 days of launch event.
- **Learn:** video guides deliver workouts, and teach the basics for beginners on the Fitness Court. New content released quarterly, and updated by NFC National Training Team.
- **Train:** individual audio guides. New content released quarterly, updated by NFC National Training Team.
- **Challenge:** competitive tracking allows users to participate in timed, scored challenges, with an option to submit their scores to a national Leaderboard. Acts as a regional and national event qualification tool.

CERTIFIED AMBASSADOR TRAINING

Programming and Training Tools

Fitness Court Ambassadors build and sustain a healthy culture around the Fitness Court ecosystem

- **Learn:** education modules provided by the NFC Training Team are eligible for a range of industry certifications, are offered both in-person and remote, and provide a range of class templates, coaching tips and more to qualified Ambassadors. Partnership includes program vouchers for up to 12 individual Ambassadors per Fitness Court, individually eligible for up to 3 continuing education credits (CECs), approved through the American Council on Exercise (ACE).
- **Train:** classes, clinics and challenges become the building blocks of a Fitness Season, led by Ambassadors, that engage all ages and fitness levels. These guided workout options expand the user community and increase long-term usage and adoption.
- **Share:** continuous online and print storytelling, engagement and social connection further build out a healthy culture on each Fitness Court. Up to five local Ambassadors are eligible to attend an in-person regional training event of their choice in 2022. **Regional training schedule provided May 2022*

MEDIA, PRESS, & PROMOTIONS

Promotions and Marketing Package

Media support and community engagement materials excite users and strengthen program adoption

- **Custom Grant Announcement Kit:** promote the development of the program in your community with NFC support through traditional and social media channels - including a custom Press Release, site rendering, and outreach planning tools.
- **Launch Event Promotions Toolkit:** announce the launch of the Fitness Court on traditional media channels with a separate customized press release, outreach support and uniquely branded assets for social media.
- **NFC Website Feature Story:** NFC-hosted custom storytelling showcases the partnership and program development in your community.
- **Opening Day Launch Support:** NFC provides event management templates, guidance for launch event planning, and custom promotional materials (flyers, media assets).

FITNESS SEASON 2022

Annual Activation Series: 2022 Fitness Season

Bring the Latest Events & Programs to Your Fitness Court® this Year!

- Spring 2022 : 18 new workout routines & video tutorials introduced to the Fitness Court App, featuring pro trainer, Mark Lauren.
- Summer 2022: Classes and Clinics support ongoing programming for group exercise and app-based class
- Fall 2022: Challenge series builds competition & strengthens community. Marks the success of year's activation program for all users.
- Healthy Infrastructure Awards: annual recognition program highlighting exceptional partners and leaders nationwide, winners receive custom awards, decals and press support to announce



Fitness Court

NATIONAL FITNESS CAMPAIGN

SAN FRANCISCO, USA
NATIONALFITNESSCAMPAIGN.COM
INFO@NFCHQ.COM
(415) 702-4919



2022 HEALTHY CITY CAMPAIGN BUDGET OVERVIEW

This document is intended to provide an estimated total budget for developing and implementing the Fitness Court® program. This document gives a range of funding requirements needed for the Fitness Court®, Campaign and Installation.

PROGRAM FUNDING

\$138,000

- **The Fitness Court®**
- **2021 Campaign: Healthy Infrastructure & Campaign Services**

Highlights Include:

- Fitness Court® Mobile App
- Fitness Season 2022 Access
- Promotions & Marketing Kits
- Ambassador Training
- Launch Day Kit

- **The Fitness Court® Installation Kit**

FREIGHT & PACKAGING *Continental United States Only*

\$2,000

NFC PROGRAM FUNDING

\$140,000

**Funding requirements are confirmed at the time of shipment based on material costs which may fluctuate.*

NFC HEALTHY CITY GRANT AWARD

(-\$30,000)

NFC 2022 CAMPAIGN TOTAL FUNDING REQUIRED:

\$110,000

Fitness Court® Design Studio | Art & Color Options

See NFC Design Services Summary for Additional Details



Standard Collection
Included



Standard Color Collection
\$5,000



Premium Collection
\$8,500



Premium Color Collection
\$13,500

SITE WORK & INSTALLATION

In-House External Team

- **Concrete Slab**

\$0

**\$15,000-
\$20,000**

- Site prep and excavation
- 38' x 38' concrete slab (specs provided by NFC)
- Labor costs for concrete slab

- **Fitness Court® Assembly** *(NFC Factory Install Team EIS, Preferred)*

\$0

\$25,000
(EIS Pricing)

- 32' x 32' sport tile installation (tile provided by NFC)
- Assembly of bodyweight training wall
- Assembly of Fitness Court® elements
- Floor markings paint installation
- Labor costs for Fitness Court® Assembly

- **Art & Graphics Installation**

\$0

**Included
with EIS**

- Graphic vinyl decal package for wall and floor equipment (as supplied by NFC)
- Labor Cost for Art & Graphics installation

ESTIMATED INSTALL FUNDING REQUIRED:

\$0 - \$45,000

OVERALL TOTAL FUNDING NEEDED:

\$110,000 - \$155,000 ^{+Tax}

NFC CAMPAIGN

ART

INSTALLATION

SLAB NOTES

NOTES: (FOR FLAT TOP SLAB / TILE FLOOR INSTALLATION)

- CONCRETE:**
- ALL SLAB CONCRETE TO BE 4,000 PSI AT 28 DAYS. A HIGH EARLY MIX MAY BE UTILIZED ONLY IF THE MIX DESIGN IS APPROVED BY THE ENGINEER.
 - CEMENT SHALL CONFORM TO ASTM C 150, TYPE II.
 - FINE AGGREGATE SHALL CONFORM TO ASTM C 33.
 - COARSE AGGREGATE SHALL BE GRAVEL OR CRUSHED STONE CONFORMING TO ASTM C 33. COARSE AGGREGATE FOR FLOOR SLAB SHALL NOT EXCEED 1-½" AT ITS MAXIMUM WIDTH.
 - WATER SHALL BE CLEAN AND FREE FROM INJURIOUS AMOUNTS OF OILS, ACIDS, ALKALIES, ORGANIC MATERIALS OR DELETERIOUS SUBSTANCES.
 - AIR ENTRAINING ADMIXTURE SHALL CONFORM TO ASTM C 260.
 - CALCIUM CHLORIDE ADMIXTURES, THIOCYANATE ADMIXTURES OR ANY ADMIXTURES CONTAINING MORE THAN 0.5% CHLORIDE IONS ARE NOT PERMITTED.
 - REINFORCING STEEL AND CONCRETE TO BE PLACED IN ACCORDANCE WITH ACI 318 LATEST EDITION.
 - THE ALLOWABLE CONCRETE SLUMP SHALL BE 3" PLUS OR MINUS ½" UNLESS SUPERPLASTICIZERS ARE USED. THE ENGINEER SHALL APPROVE SUPERPLASTICIZER USE.
 - AS REQUIRED BY OWNER, SLUMP TEST SHALL BE MADE IN ACCORDANCE WITH ASTM C 143.
 - NO CONCRETE SHALL BE PLACED WHEN THE ATMOSPHERIC TEMPERATURE IS BELOW 40° F WITHOUT PERMISSION OF THE ENGINEER.
 - THE ENGINEER OR THE OWNER MAY ACCEPT OR REJECT ANY WORK THAT DOES NOT MEET THE REQUIREMENTS OF THESE NOTES OR THE PROJECT DRAWINGS.
 - AS REQUIRED BY OWNER, CONTRACTOR SHALL MAKE ARRANGEMENTS FOR TESTING THE SLUMP, AIR CONTENT, AND CONCRETE CYLINDERS.
 - AS REQUIRED BY OWNER, COMPRESSIVE STRENGTH OF THE CONCRETE CYLINDERS SHALL BE TESTED AT 3 DAYS, 7 DAYS AND 28 DAYS. APPROPRIATE NUMBER OF CYLINDERS SHALL BE COLLECTED TO PERFORM THE TESTING. CYLINDERS SHALL BE TESTED IN ACCORDANCE WITH ASTM C 39.
 - SLAB TO BE POURED IN EITHER 20 FT X 20 FT SECTIONS (MAX) OR PROVIDE 1/2" SAW CUT CONTRACTION JOINTS AT 20 FT MAXIMUM SPACING. SAW CUT JOINTS TO BE MADE AS SOON AS THE CONCRETE HAS CURED SUFFICIENTLY TO ALLOW THE WORK WITHOUT DAMAGING THE CONCRETE.
 - CONFIRM ANCHOR PLACEMENT PRIOR TO CUTTING JOINTS. ENSURE 3" CLEARANCE BETWEEN ANCHOR CENTERS AND JOINT AND CUT JOINTS AS SHOWN ON PLAN VIEW.
 - PROVIDE 4" TO 6" OF CRUSHER RUN GRAVEL AS SHOWN IN SECTION DETAIL.
 - SOIL TO BE COMPACTED TO MEET THE REQUIREMENTS OF 95% MODIFIED PROCTOR.

- REINFORCEMENT**
- INSTALL SLAB REINFORCING 6 X 6 X 6/6 WELDED WIRE MESH (WWM) PLACED IN THE CENTER OF THE SLAB TO EXTEND THROUGH ENTIRE SLAB. UTILIZE SUFFICIENT NUMBER OF CHAIRS TO MAINTAIN WWM POSITION.
 - INSTALL ADDITIONAL / UPGRADED REINFORCEMENT AS REQUIRED BY LOCAL CODE.
 - REINFORCING TO BE NEW BILLET STEEL MEETING THE REQUIREMENTS OF ASTM A615 GRADE 60.
 - PROVIDE VAPOR BARRIER BELOW THE SLAB AS REQUIRED BY LOCAL CODE AND CONDITIONS.

- CONCRETE FINISHING NOTES:**
- THE FINISHED CONCRETE SURFACE SHOULD BE SLOPED AWAY FROM THE WALL. THE SURFACE SLOPE SHOULD BE 1/8" IN 12".
 - THE FINISHED CONCRETE SURFACE SHOULD BE SMOOTH TO PREVENT IRREGULARITIES, ROUGHNESS, OR OTHER DEFECTS THAT WOULD AFFECT THE FINISHED FLOOR SURFACE. THE SURFACE SHOULD BE FLAT TO THE EQUIVALENT OF 3/16" OVER 10'.
 - THE FINISHED CONCRETE SURFACE SHOULD HAVE A LIGHT BROOM FINISH TO PROVIDE THE BEST SURFACE FOR COURT SURFACE ADHESION.
 - IMPORTANT: FOR INSTALLATIONS THAT REQUIRE FLOORING INSTALLATION SOON (LESS THAN 30 DAYS) AFTER CONCRETE PLACEMENT, APPLICATION OF "SPRAYLOCK" PRODUCT SCP 327 OR EQUIVALENT IS REQUIRED. THE SPRAYLOCK PRODUCT WILL ALLOW FLOORING INSTALLATION AS SOON AS 14 DAYS AFTER CONCRETE PLACEMENT AND SPRAYLOCK APPLICATION. CONFIRM PRODUCT SELECTION WITH THE MANUFACTURER. APPLY SPRAYLOCK PRODUCT THE DAY OF THE CONCRETE PLACEMENT PER MANUFACTURER'S INSTRUCTIONS.

- ANCHOR NOTES:**
- FIELD VERIFY ALL ANCHOR LOCATION DIMENSIONS AND PATTERNS PRIOR TO DRILLING.
 - DRILL THROUGH TILE FLOOR (1" TILE THICKNESS) WHERE NECESSARY WITH APPROPRIATE DRILL BIT TO MATCH ANCHOR HOLE IN CONCRETE.
 - SEE ANCHOR DETAILS FOR APPLICABLE CONCRETE EMBEDMENT DEPTH AND HOLE DIAMETER.
 - STAINLESS STEEL MUST BE USED WHERE SPECIFIED.
 - COMPONENTS SPECIFIED AS HOT-DIP GALVANIZED MAY BE SUBSTITUTED WITH 304 SS COMPONENTS.
 - WHEN INSTALLING ANCHORS, TAKE CARE TO USE THREAD PROTECTORS TO PREVENT THREAD DAMAGE.

- GENERAL**
- SITE PREPARATION REQUIREMENTS AND CONCRETE SLAB DESIGN SHOULD BE REVIEWED BY LOCAL CIVIL OR SOILS ENGINEER TO CONFIRM SUITABILITY BASED UPON SITE SPECIFIC NEEDS AND CONDITIONS.

ANCHOR BILL OF MATERIAL			
ITEM	QTY	DESCRIPTION	NOTES
ANCHOR A	30	WALL ANCHOR	SEE ANCHOR DETAILS
ANCHOR B	28	DROP-IN ANCHOR	SEE ANCHOR DETAILS
ANCHOR C	48	MECHANICAL ANCHOR	SEE ANCHOR DETAILS
ANCHOR EPOXY	AS REQ'D	HILTI HIT-HY 200 FOR WALL ANCHORS (SEE ANCHOR DETAILS RE: ALTERNATE EPOXY)	SEE ANCHOR DETAILS

INSTALLATION SEQUENCE

(FOR FLAT TOP SLAB / TILE FLOOR INSTALLATION)

- REVIEW ALL DRAWINGS INCLUDING ALL NOTES TO BECOME FAMILIAR WITH SEQUENCE AND DETAILS.
- DURING INSTALLATION SEQUENCE, REFER TO AND COMPLY WITH APPLICABLE NOTES.
- PREPARE AREA BELOW SLAB WITH COMPACTED SOIL AND GRAVEL PER PREP SECTION DETAIL.
- BUILD FORMS FOR OUTER PERIMETER OF THE SLAB WITH DIMENSIONS PER SLAB PLAN AND SELECTED WIDTH OF OUTER BAND AROUND FITNESS COURT AREA.
- INSTALL REINFORCEMENT STEEL PER THE REINFORCEMENT /PREP DETAIL.
- PLACE SPECIFIED CONCRETE PER THICKNESS SHOWN IN SECTION A-A AND SECTION B OF CONCRETE SLAB PLAN & CROSS-SECTION DRAWING.
- FINISH CONCRETE TO THE SLOPE SPECIFIED FOR DRAINAGE.
- ALLOW CONCRETE TO CURE FOR 3 DAYS MINIMUM PRIOR TO INSTALLING ANCHORS.
- TILE FLOOR SHOULD BE INSTALLED PRIOR TO INSTALLING ANCHORS IN THE TILE FLOOR AREA.
- PLACE ANCHORS PER WALL ANCHOR LOCATIONS DRAWING AND FLOOR ANCHOR LOCATIONS DRAWING. ANCHOR LOCATION DIMENSIONS ARE ORDINATE DIMENSIONS MEASURED FROM THE UPPER LEFT CORNER OF THE TILE FLOOR. CONFIRM CORRECT DIMENSIONS ARE USED FOR PLACING ANCHORS.
- REFER TO TILE FLOOR ANCHOR DETAILS DRAWING FOR ANCHOR DRILLING DIAMETER AND DEPTH.
- NOTE: MAKE SURE THE HAMMER DRILL IS VERTICAL WHEN DRILLING HOLES FOR ANCHORS.**
- DRILL HOLES IN TILE AND IN CONCRETE FOR ANCHORS USING TEMPLATES FOR HOLE PLACEMENT.
- NOTE: PLYOBOX AND BEND STATION TEMPLATES WILL REQUIRE **REUSE** TO LOCATE ALL ANCHORS. REFER TO TEMPLATE NOTES FOR DETAILS OF SUPPLIED TEMPLATES.
- INSTALL EPOXY ANCHORS TO THE DEPTH INDICATED UTILIZING THE SPECIFIED EPOXY AND THE MANUFACTURER'S EPOXY INSTALLATION INSTRUCTIONS.
- INSTALL MECHANICAL ANCHORS TO THE DEPTH INDICATED. **BE CAREFUL TO AVOID INSTALLING ANCHORS TOO DEEP FOR THE BEND STATIONS.**



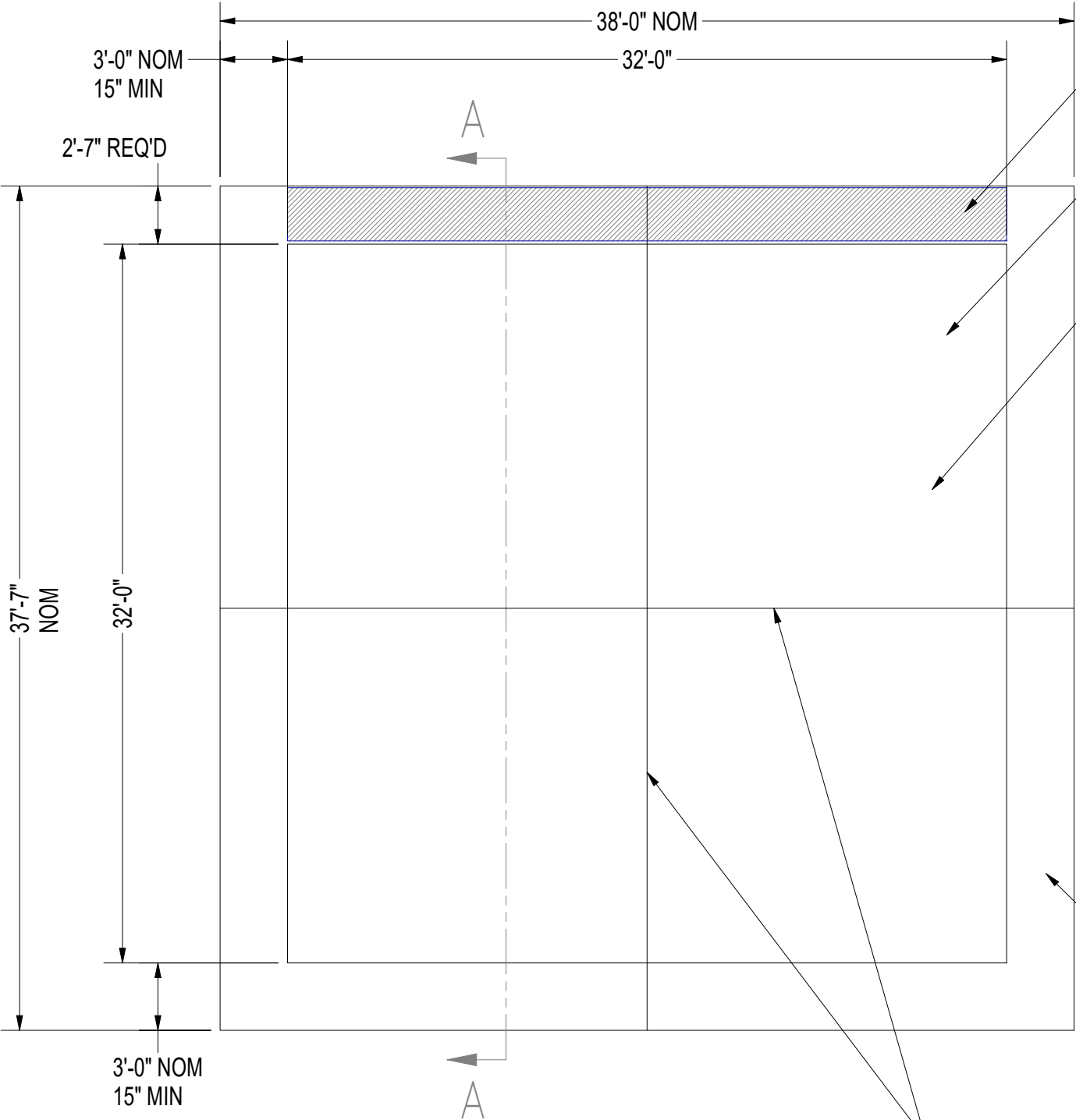
NATIONAL FITNESS CAMPAIGN
SAN FRANCISCO, CA

DATE: 3/15/2021

BY: MAXIMUS INNOVATIONS

NAME: TILE SLAB
REV: 7.1 PAGE 1/6

CONCRETE SLAB PLAN & CROSS-SECTION
(FOR FLAT TOP SLAB / TILE FLOOR INSTALLATION)



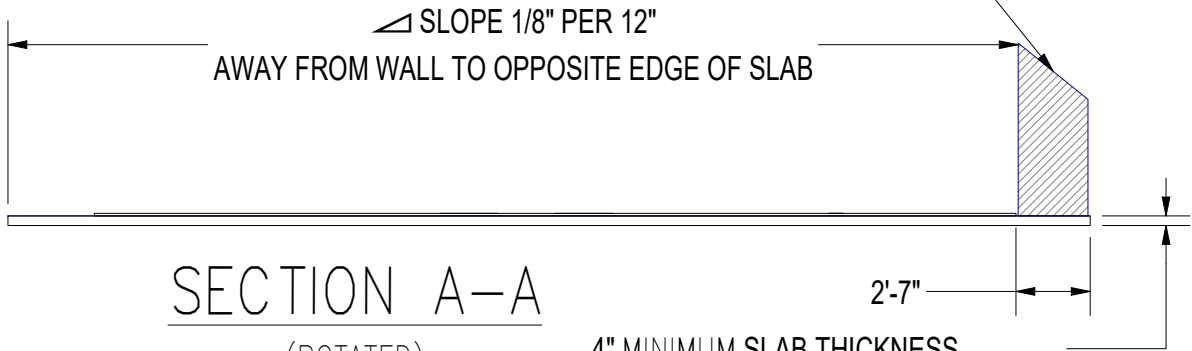
FITNESS COURT BODY WEIGHT
TRAINING WALL INSTALLATION AREA
BY OTHERS

FITNESS COURT TILED
EXERCISE FLOOR AREA.
TILE FLOOR BY OTHERS.

THE FINISHED CONCRETE SURFACE SHOULD BE SMOOTH TO PREVENT IRREGULARITIES, ROUGHNESS,
OR OTHER DEFECTS THAT WOULD AFFECT THE FINISHED FLOOR SURFACE. THE SURFACE SHOULD BE
FLAT TO THE EQUIVALENT OF 3/16" OVER 10'. THE FINISHED CONCRETE SURFACE SHOULD HAVE A
LIGHT BROOM FINISH TO PROVIDE THE BEST SURFACE FOR COURT SURFACE ADHESION.

FOR INSTALLATIONS THAT REQUIRE FLOORING INSTALLATION SOON (LESS THAN 30 DAYS) AFTER
CONCRETE PLACEMENT, APPLICATION OF "SPRAYLOCK" PRODUCT SCP 327 OR EQUIVALENT IS REQUIRED.
THE SPRAYLOCK PRODUCT WILL ALLOW FLOORING INSTALLATION AS SOON AS 14 DAYS AFTER CONCRETE
PLACEMENT AND SPRAYLOCK APPLICATION. CONFIRM PRODUCT SELECTION WITH THE MANUFACTURER.
APPLY SPRAYLOCK PRODUCT THE DAY OF THE CONCRETE PLACEMENT PER MANUFACTURER'S INSTRUCTIONS.

FITNESS COURT BODY WEIGHT TRAINING WALL INSTALLATION AREA BY OTHERS



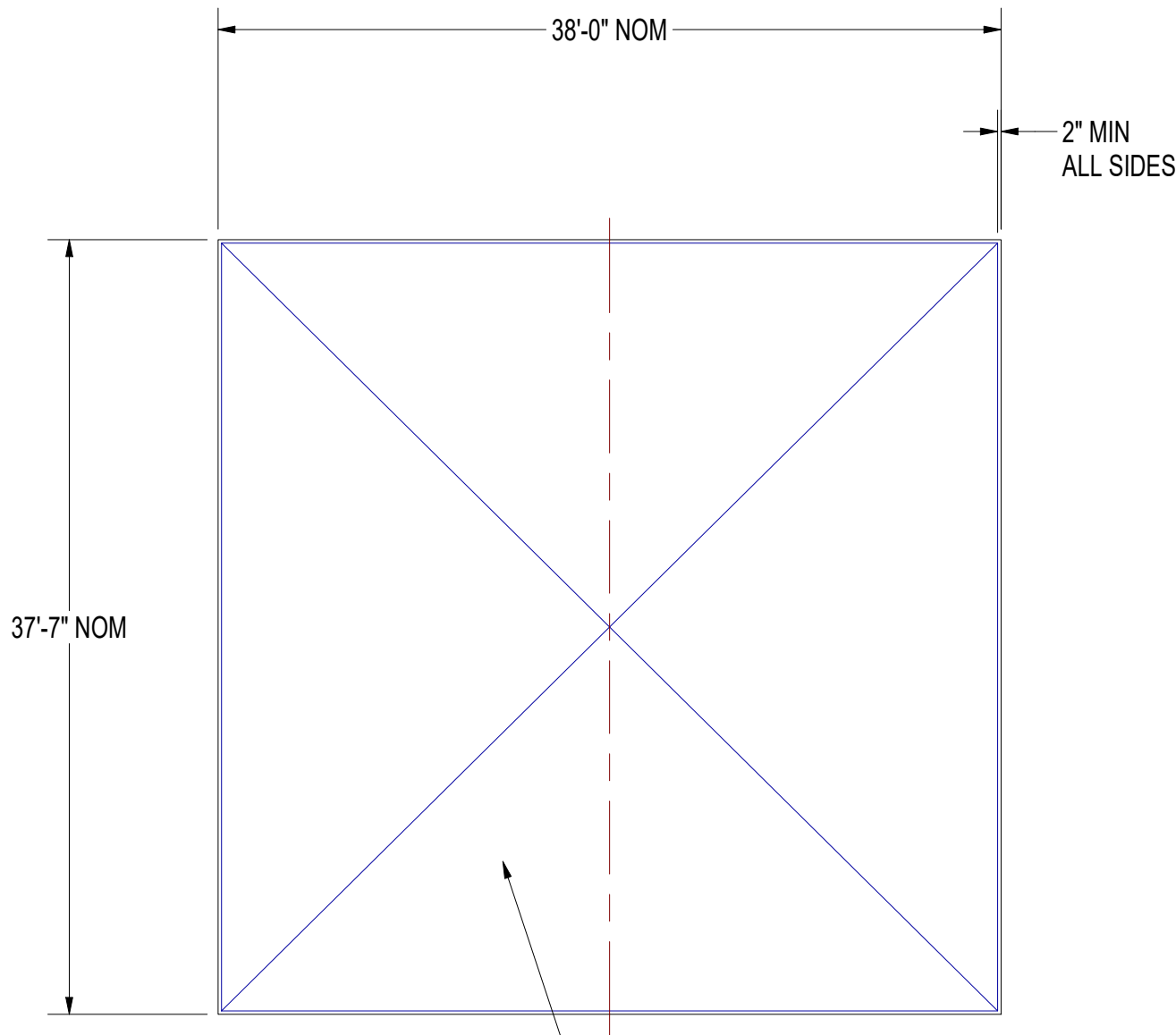
4" MINIMUM SLAB THICKNESS
FOR REQUIRED ANCHOR CLEARANCE

CONTRACTION CUTS
APPROXIMATELY CENTERED

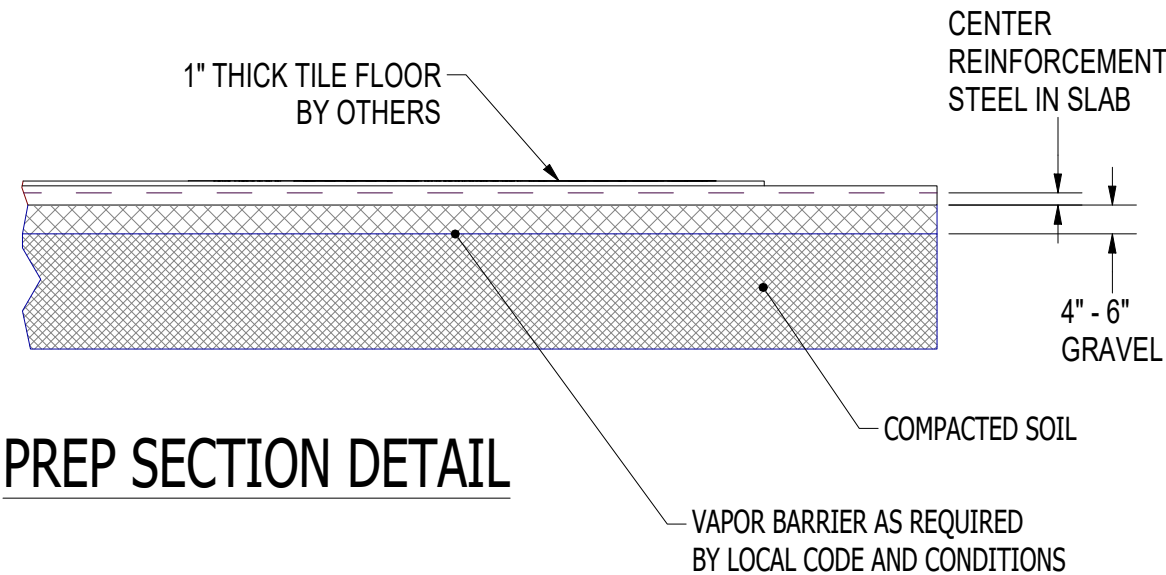
SLAB SIZE MAY BE ADJUSTED TO PROVIDE
THE BAND WIDTH SHOWN AROUND THE
PERIMETER OF THE TILED COURT SURFACE.
A NARROW 15" BAND MAY BE UTILIZED WITH
A SHADE STRUCTURE. ANY SHADE STRUCTURE
(BY OTHERS) SHALL HAVE ITS OWN
INDEPENDENT FOUNDATIONS.

REINFORCEMENT / PREP DETAIL

(FOR FLAT TOP SLAB / TILE FLOOR INSTALLATION)



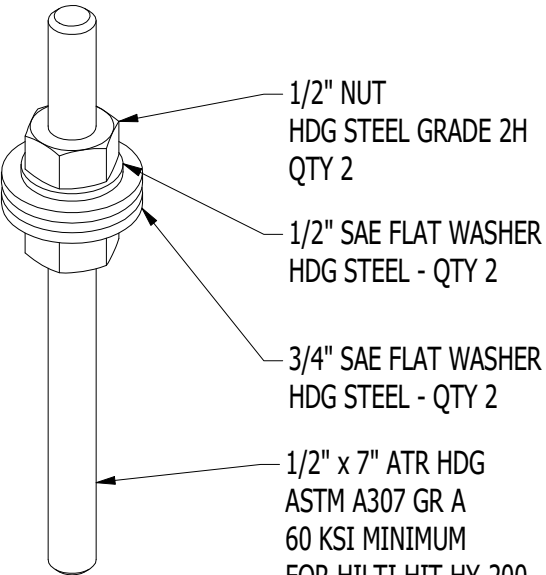
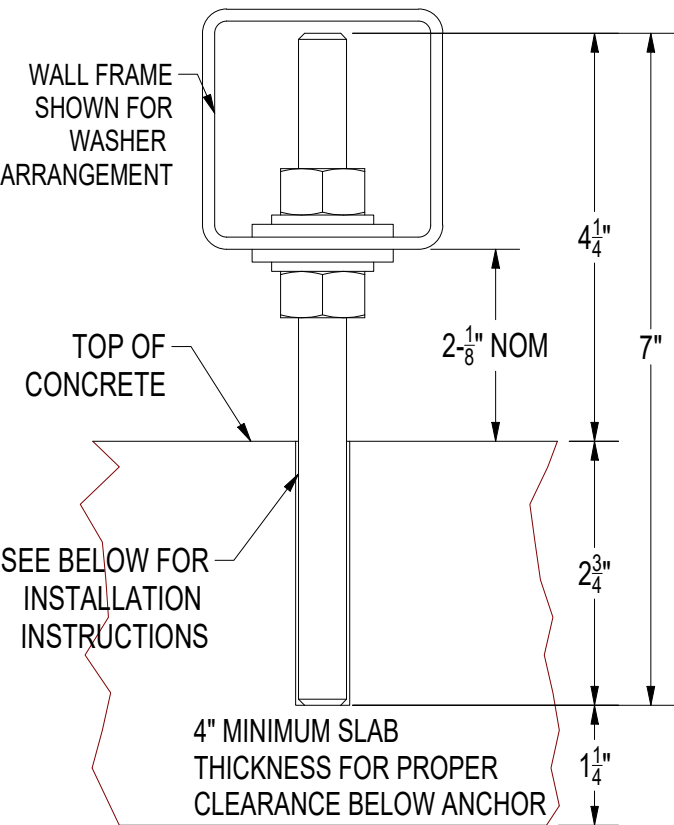
REINFORCING TO BE 6 X 6 X 6/6 WELDED WIRE MESH (WWM) PLACED IN THE CENTER OF THE SLAB TO EXTEND THROUGH ENTIRE SLAB. UTILIZE SUFFICIENT NUMBER OF CHAIRS TO MAINTAIN WWM POSITION. INSTALL ADDITIONAL REINFORCEMENT AS REQUIRED BY LOCAL CODE.



PREP SECTION DETAIL

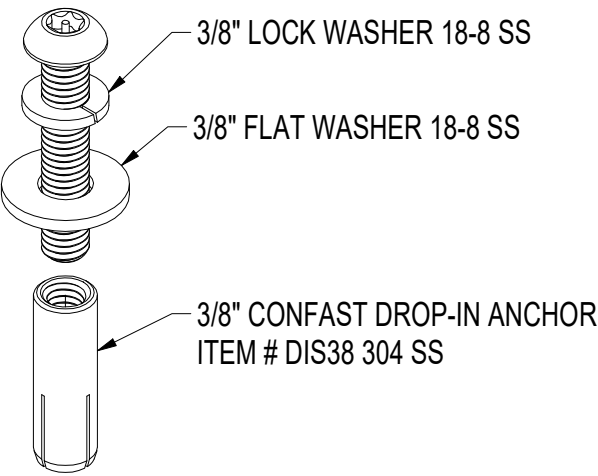
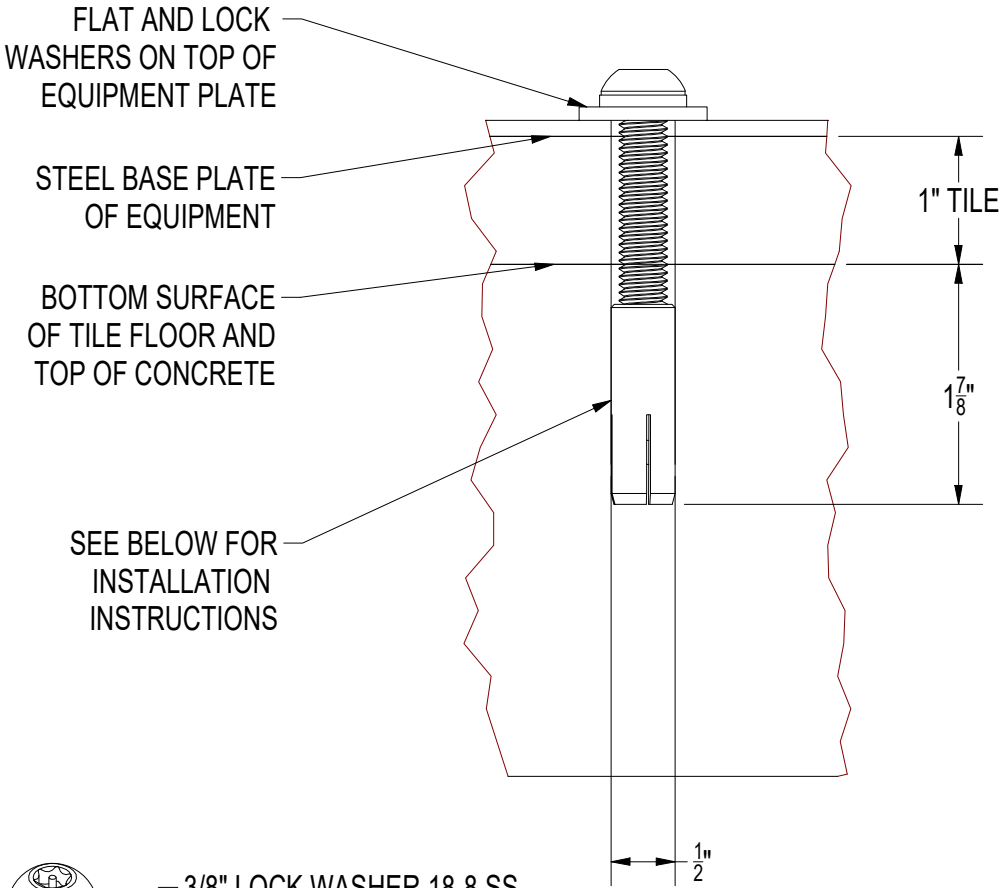
ANCHOR DETAILS FOR TILE

APPLIES TO TILE INSTALLATION ONLY.
REQUEST ALTERNATE DRAWING FOR POUR-IN-PLACE.
(ALSO SEE ANCHOR NOTES ON SLAB NOTES DRAWING)



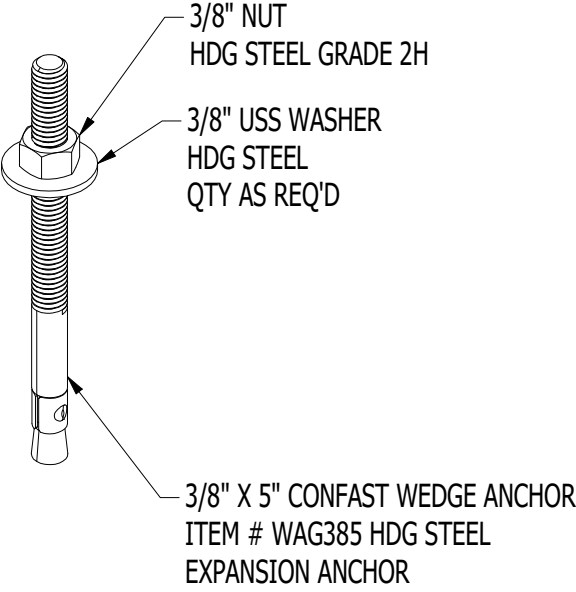
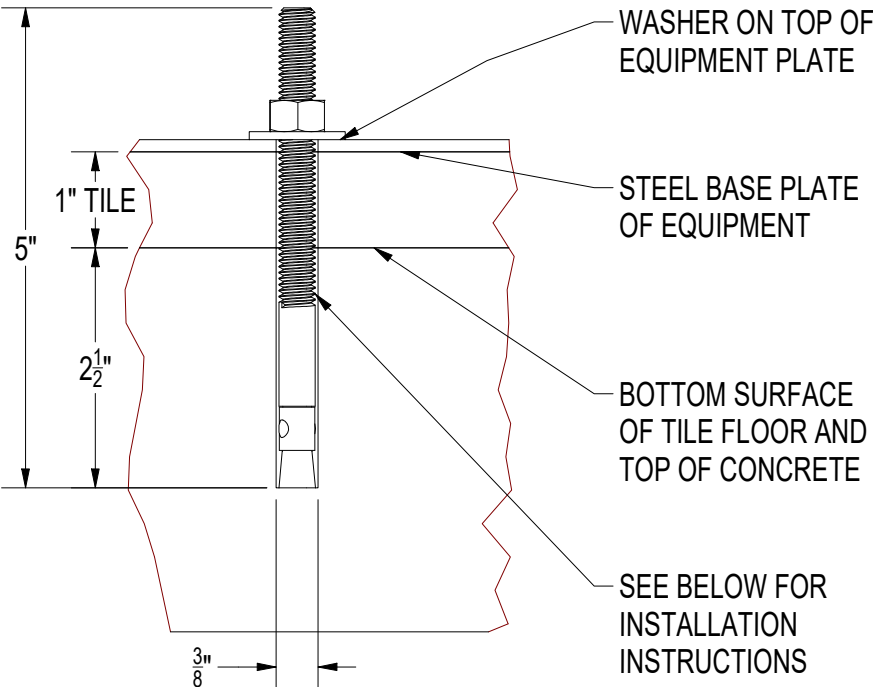
ANCHOR A
WALL ANCHOR

DRILL 9/16" HOLE IN CONCRETE
FOR 2-3/4" EMBEDMENT



DRILL 1/2" HOLE IN CONCRETE
FOR 1 - 9/16" EMBEDMENT

ANCHOR B
DROP-IN ANCHOR



DRILL 3/8" HOLE
IN CONCRETE FOR
2-1/2" EMBEDMENT

ANCHOR C
MECHANICAL ANCHOR

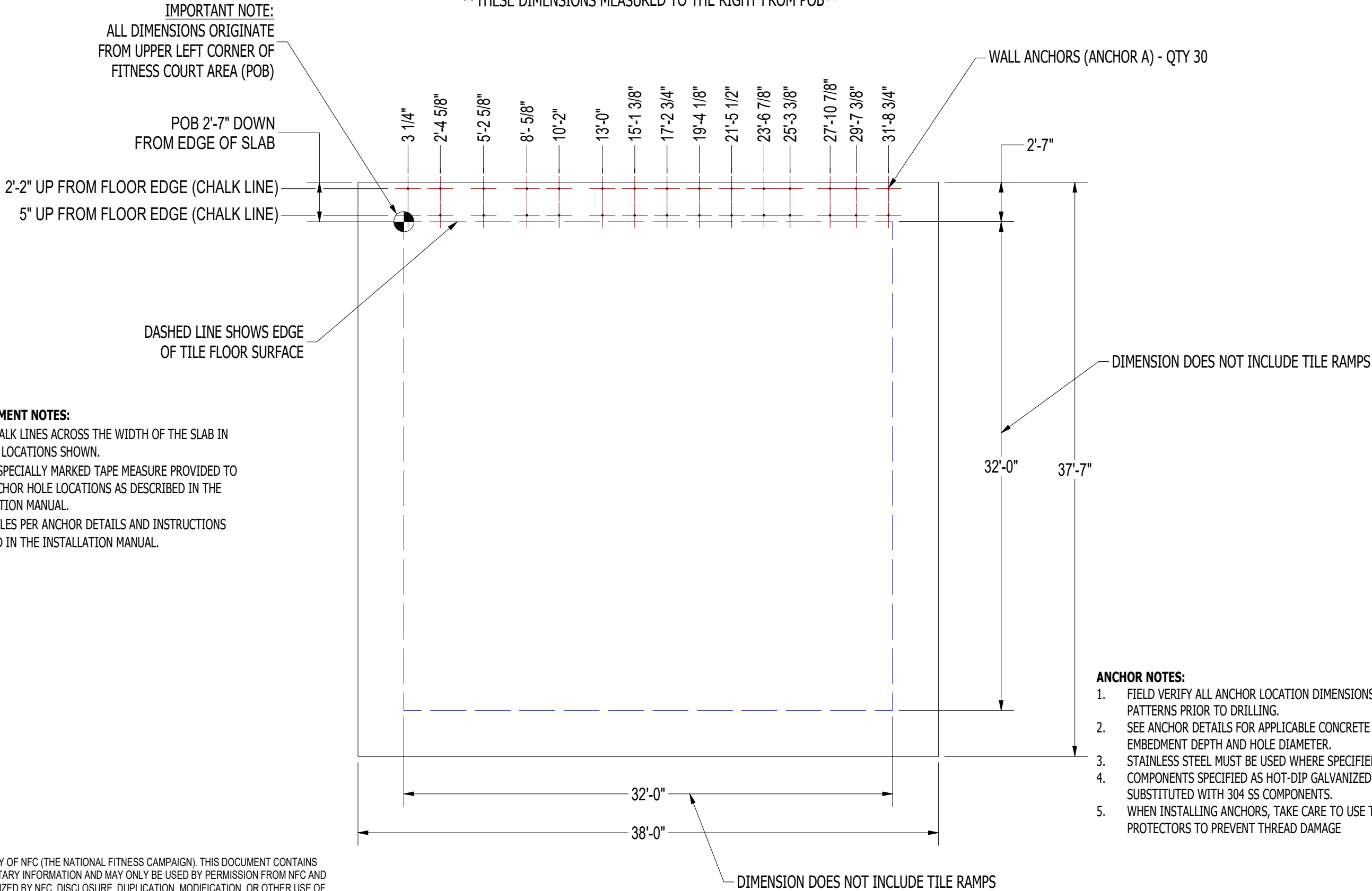
- ANCHOR HOLE INSTRUCTIONS
1. DRILL HOLES FOR ANCHORS TO SPECIFIED DIAMETER AND DEPTH
 2. USE COMPRESSED AIR TO REMOVE CONCRETE DUST AND DEBRIS FROM HOLES PRIOR TO ANCHOR INSTALLATION
 3. REFER TO FITNESS COURT INSTALLATION INSTRUCTIONS FOR ADDITIONAL ANCHOR INSTALLATION STEPS

ANCHOR A EPOXY NOTE:
ANCHOR A MUST BE INSTALLED WITH THE ANCHOR EPOXY SPECIFIED OR ACCEPTABLE ALTERNATIVE. HILTI HY-200 IS RECOMMENDED. ALTERNATE EPOXY SIMPSON SET-XP IS ACCEPTABLE FOR NEW UNCRACKED CONCRETE ONLY. ALTERNATE EPOXY SIKA ANCHORFIX-2 IS ACCEPTABLE FOR NEW, UNCRACKED CONCRETE ONLY. FOLLOW EPOXY MANUFACTURER'S INSTALLATION PROCEDURES.

WALL ANCHOR LOCATIONS

(FLOOR ANCHORS SHOWN ON SEPARATE DRAWING)

THESE DIMENSIONS MEASURED TO THE RIGHT FROM POB



FLOOR ANCHOR LOCATIONS

(NOTATED FOR TILE FLOOR INSTALLATION)
(WALL ANCHORS SHOWN ON SEPARATE DRAWING)

THESE DIMENSIONS MEASURED TO THE RIGHT FROM POB

LOCATION OF UPPER LEFT ANCHORS
SHOWN FOR EACH PIECE OF EQUIPMENT.
LOCATE UPPER LEFT HOLE AND USE
TEMPLATES OR EQUIPMENT TO
LOCATE REMAINING HOLES.
SEE TEMPLATE NOTES BELOW.

IMPORTANT NOTE:
ALL DIMENSIONS ORIGINATE
FROM UPPER LEFT CORNER OF
FITNESS COURT AREA (POB)

IMPORTANT: PUSH STATION ANCHORS
ARE TO BE LOCATED AFTER WALL
PLACEMENT AND PUSH STATIONS
ARE PLACED IN FINAL LOCATION

PLYO BOX 1 AND 2
4 ANCHORS PER BOX
IN OUTSIDE CORNERS
PER CENTER MARKS

PLYO BOX 3 AND 4
6 ANCHORS PER BOX
IN ALL TEMPLATE HOLES
PER CENTER MARKS

ANCHOR B QTY NOTES:

PUSH STATION - QTY 2 PER STATION - 4 TOTAL
ROW STATION - QTY 4 PER STATION - 16 TOTAL
TALL BEND STATION FOOT HOLD - 4 PER STATION - 4 TOTAL
SHORT BEND STATION FOOT HOLD - 4 PER STATION - 4 TOTAL

ANCHOR C QTY NOTES:

PLYO BOX STATIONS - SEE QTY PER BOX BELOW - 24 TOTAL
PB1 - QTY 4 ANCHORS, 1 IN EACH CORNER
PB2 - QTY 4 ANCHORS, 1 IN EACH CORNER
PB3 - QTY 6 ANCHORS, 1 IN EACH HOLE
PB4 - QTY 6 ANCHORS, 1 IN EACH HOLE
PB5 - QTY 2 ANCHORS, 1 IN EACH OPPOSITE CORNER
PB6 - QTY 2 ANCHORS, 1 IN EACH OPPOSITE CORNER
LUNGE STATION 1 - QTY 2 PER STATION - 4 TOTAL
LUNGE STATION 2 - QTY 2 PER STATION - 12 TOTAL
TALL BEND STATION SEAT FRAME - QTY 4 PER STATION - 4 TOTAL
SHORT BEND STATION SEAT FRAME - QTY 4 PER STATION - 4 TOTAL

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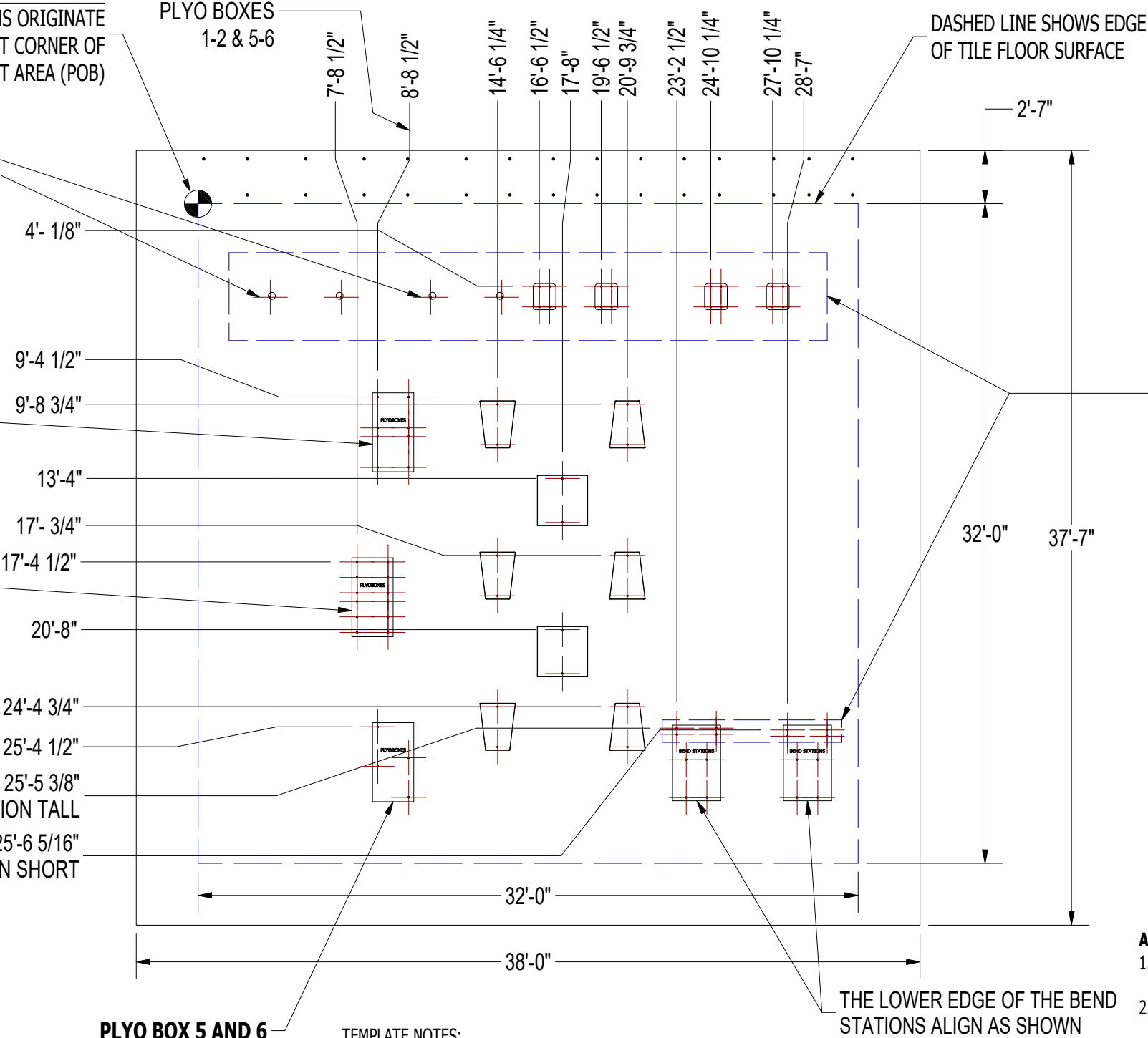
PLYO BOX 5 AND 6
2 ANCHORS PER BOX
IN OPPOSITE CORNERS
UPPER LEFT AND LOWER
RIGHT PER CENTER MARKS

TEMPLATE NOTES:

IMPORTANT: PAPER TEMPLATES ARE PROVIDED FOR PLYO BOXES AND BEND STATIONS ONLY

PUSH STATION - USE THE EQUIPMENT TO MARK ANCHOR LOCATIONS PER INSTRUCTIONS
ROW STATION - USE THE EQUIPMENT TO MARK ANCHOR LOCATIONS PER INSTRUCTIONS
PLYO BOX STATIONS - USE THE PAPER TEMPLATE (QTY 1 PROVIDED) TO MARK ALL ANCHORS FOR
ALL 6 PLYO BOXES. NOTE QTY OF ANCHORS PER BOX ARE DIFFERENT FOR EACH PAIR.
LUNGE STATION 1 - USE THE EQUIPMENT TO MARK ANCHOR LOCATIONS PER INSTRUCTIONS
LUNGE STATION 2 - USE THE EQUIPMENT TO MARK ANCHOR LOCATIONS PER INSTRUCTIONS
BEND STATIONS - USE THE PAPER TEMPLATE (QTY 1 PROVIDED) TO MARK ALL ANCHORS FOR BOTH
BEND STATIONS AND BEND STATION FOOT HOLDS. NOTE THE DIFFERENCE IN LOCATION FOR
THE TALL AND SHORT BEND STATION FOOT HOLDS.

THESE DIMENSIONS MEASURED DOWN FROM POB (AWAY FROM WALL)

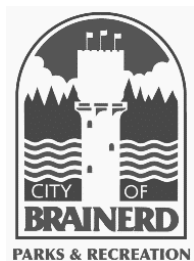


DROP-IN ANCHORS (ANCHOR B) - QTY 28

MECHANICAL ANCHORS (ANCHOR C) - QTY 48
TO BE INSTALLED IN ALL LOCATIONS
UNLESS NOTED OTHERWISE.

ANCHOR NOTES:

1. FIELD VERIFY ALL ANCHOR LOCATION DIMENSIONS AND PATTERNS PRIOR TO DRILLING.
2. DRILL THROUGH TILE FLOOR (1" TILE THICKNESS) WITH THE APPROPRIATE DRILL BIT TO MATCH THE ANCHOR HOLE PER ANCHOR DETAILS DRAWING..
3. SEE ANCHOR DETAILS FOR APPLICABLE CONCRETE EMBEDMENT DEPTH AND HOLE DIAMETER.
4. STAINLESS STEEL MUST BE USED WHERE SPECIFIED.
5. COMPONENTS SPECIFIED AS HOT-DIP GALVANIZED MAY BE SUBSTITUTED WITH 304 SS COMPONENTS.
6. WHEN INSTALLING ANCHORS, TAKE CARE TO USE THREAD PROTECTORS TO PREVENT THREAD DAMAGE



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:



M E M O

TO: Park Board

FROM: City Engineer/Interim Public Works Director Paul Sandy

DATE: July 13, 2021

SUBJECT: Parks 30-Year Capital Budget and 10-Year Summary

Attached to this memo, you will find the draft 30-year capital budget for the parks department along with a 10-year breakout summary for each park in Brainerd. The capital improvement budget includes parks capital equipment (i.e. vehicles, maintenance equipment, playgrounds, etc.), improvements (i.e. fences, backstops, parking lots, etc.) and facility improvements planned for the next 30 years. The most important area to focus on is the next 10-years, and we have broken that down accordingly. You will notice that much of the parking area improvements are not identified in the plan, along with subsequent maintenance costs. Staff would like to receive more direction on which parking areas the Park Board would like to pursue paving in the future besides Buffalo Hills Park and the resurfacing of the Memorial Park parking lot. Most of the parking lot paving and maintenance items in the summary are highlighted yellow with no cost identified. Once the board prioritizes a list of paving projects, staff will provide pricing for such improvements and plug it into the correct year.

Chair Kevin Yeager and I have put together this draft plan for the Park Board to review, make comments, changes, etc. so that we may have a subsequent capital budget workshop in which we will formalize and approve the capital budget for a presentation by our chair to the City Council. This does not include operational budgets. The City has not yet begun to prepare operations budgets, but that will be taking place in the coming months. Below is a brief breakdown of the next 10-years of the proposed draft capital budget.

Staff will walk through each proposed year in the 10-year summary and provide time for the Park Board to provide input on the timing of improvements, equipment replacements, overall costs, etc. with the hope that the Board may take all this material home and review and detail. We would then schedule another workshop to compile all the Park Board comments and changes, make the proposed changes, and adopt the capital budget once the changes are made.

Equipment												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
V	1/2 Ton Extended Cab Truck			Lease					Lease			
V	1 /2 Ton Extended Cab Truck				Lease					Lease		
V	3/4 Ton Regular Cab Truck			Lease					Lease			
V	1 Ton Regular Cab Truck				Lease					Lease		
V	Tahoe											
V	Equinox	Lease				Lease					Lease	
V	Van		Lease					Lease				
E	Toro Field Groomer (10 yr)							15,000				
E	Toro Field Groomer (10 yr)								15,000			
E	Toro Field Groomer (10 yr)								15,000			
E	14' Aluma Aluminum Trailer 15 (yr)											
E	14' Aluma Aluminum Trailer (15 (yr)											
E	16' Towmaster Skid Steer Trailer (15 yr)	15,000										
E	Caterpillar 257D w/ Broom Attachment and Snowblower (15 yr)					85,000						
E	Walk Behind Snow Blower (15 yr)			4,000								
E	Walk Behind Snow Blower (15 yr)							4,000				
E	Walk Behind Mower/Mulcher (10 yr)		1,000					-				
E	Walk Behind Mower/Mulcher (10 yr)							1,000				
E	Toro 72" Mower (7 yr)			22,000							22,000	
E	Toro 72" Mower (7 yr)	22,000							22,000			
E	Exmark 96" Mower (7 yr)						27,000					
E	John Deere X750 Riding Mower w/ Snowblower, Cab, and Deck (10 yr)									23,000		
E	18" Sod Cutter (20 yr)			5,000								
E	Kromer Ballfield Groomer (15 yr)		15,000									
E	Trailer Mounted Sprayer											
E	Welder (25 yr)							3,000				
E	2014 Perkins Satellite Lifter (10 yr)				15,000							
E	Stump Grinder (15 yr)	15,000										
E	800 Mhz Radios		11,000									
	Totals	52,000	27,000	31,000	15,000	85,000	27,000	23,000	52,000	23,000	22,000	-

Upgrades - All Parks									
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[illegible]

Bane Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E	Playground (10 yr)				80,000							
I	Bronco Scoreboard						6,000					
I	Miracle League Turf Replacement (15 yr)									180,000		
E	Pony Scoreboard											
I	Hockey Rink											
I	Backstops (2)											
I	Dugouts (4)											
E	Bleachers (5)											
I	Miracle League Archway											
E	Batting Cage (1)											
E	Pitching Machine											
I	Fencing											
I	Parking Lot Resurfacing											
I	Parking Lot Maintenance											
B	Warming House/Restroom/Concession Stand											
B	Storage Garage											
B	Announcer Stand											
	Totals	-	-	-	80,000	-	6,000	-	-	180,000	-	-

Buffalo Hills Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E	Swingset				5,000							
E	Playground (15 yr)						80,000					
I	Parking Lot Surfacing			250,000								
I	Parking Lot Maintenance											
E	Softball Scoreboard Field 1											
E	Softball Scoreboard Field 2											
I	Backstops (2)											
I	Dugouts (4)											
E	Bleachers (4)											
E	Pitching Machine											
E	Fencing											
I	Parking Lot Pavement											
B	Shelter/Concession Stand											
B	Storage Shed											
	Totals	-	-	250,000	5,000	-	80,000	-	-	-	-	-

Buster Dog Park

[illegible]

Gregory Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
I	Basketball Overlay	8,000										
E	Playground Equipment (combine 2 into one) (15 yr)								125,000			
I	Fountain			-				250,000				
I	Tennis Courts											
I	Parking Lot Resurfacing											
I	Parking Lot Maintenance											
B	Bandstand										25,000	
B	Warming House/Restroom											
	Totals	8,000	-	-	-	-	-	250,000	125,000	-	25,000	-

Gustafson Park

[illegible]

Hitch-Wayne Park

[illegible]

Jaycees Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
I	Scoreboard (2)					11,000						
E	Playground Equipment (2 locations) (15 yr)		120,000									
I	Dugouts (4)											
I	Backstops (4)											
E	Batting Cage											
E	Fencing											
E	Bleachers (4)											
I	Parking Lot Surfacing											
I	Parking Lot Maintenance											
B	Storage Building											
B	Concession/Warming House/Restroom			75,000								
B	Pavilion			20,000								
	Totals	-	120,000	95,000	-	11,000	-	-	-	-	-	-

Kiwanis Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E	Playground Equipment (15 yr)						80,000					
I	Boom Lake Dock											
I	Mississippi River Pier											
I	Parking Lot Resurfacing											
I	Parking Lot Maintenance											
B	Gazebo		\$ 10,000									
B	Restrooms/Picnic Shelter		75,000									
B	Pavilion		20,000									
	Totals	-	105,000	-	-	-	80,000	-	-	-	-	-

Lum Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E	Playground Equipment							125,000				
I	Beach Construction				100,000							
I	Parking Lot Maintenance											
I	Parking Lot Resurfacing											
B	Warehouse/Office (Demo)		\$ 15,000									
B	Restrooms/Showers				75,000							
B	Pavilion 1			20,000								
B	Pavilion 2			20,000								
B	Beach House/Storage											
B	Picnic Shelter 1					15,000						
B	Picnic Shelter 2					15,000						
B	Cold Storage											
	Totals	-	15,000	40,000	175,000	30,000	-	125,000	-	-	-	-

Meadows Park

[illegible]

Memorial Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
I	Parking Lot Resurfacing		150,000									
I	Parking Lot Maintenance											
I	Memorial Park Phase I completion	260,000										
I	Memorial Park Phase II completetion				65,000	75,000						
I	Splash Pad Match	100,000										
E	Commercial Freezer	750										
E	Commercial Refrigerator	750										
I	Disc Golf Course		10,000									
E	Small Rink Lights		30,000									
E	Small Rink Dasherboard System		75,000									
E	Playground Equipment											
E	Pitching Machine											
E	Lighted Flagpole											
I	WW II Memorial											
I	Field 1 Lights											
I	Field 2 Lights											
I	Field 3 Lights Lease to Own											
I	Hockey Rinks (2)											
I	Softball Scoreboards (3)											
I	Backstop Field 1											
I	Backstop Field 2											
I	Backstop Field 3											
I	Fencing (Remove and Replace with Chainlink)				50,000							
B	Concession/Lockers/Restrooms			75,000								
B	Softball Concession											
B	Restrooms											
B	Grandstand/Pressbox											
B	Storage Garage											
B	Storage Building 1											
B	Storage Building 2											
B	Shelter			20,000								
	Totals	361,500	265,000	95,000	115,000	75,000	-	-	-	-	-	-

O'Brien Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
I	Playground (15 yr)					30,000						
I	Shade Structure (10 yr)					10,000						
	Totals	-	-	-	-	40,000	-	-	-	-	-	-

Rotary Park

[illegible]

Trailside Park

[illegible]

Triangle Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E	Shade Structure (10 yr)			10,000								
E	Playground (15 yr)	30,000										
	Totals	30,000	-	10,000	-	-	-	-	-	-	-	-

Equipment												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
V	1/2 Ton Extended Cab Truck	-	-	Lease	-	-	-	-	Lease	-	-	-
V	1 /2 Ton Extended Cab Truck	-	-	-	Lease	-	-	-	-	Lease	-	-
V	3/4 Ton Regular Cab Truck	-	-	Lease	-	-	-	-	Lease	-	-	-
V	1 Ton Regular Cab Truck	-	-	-	Lease	-	-	-	-	Lease	-	-
V	Tahoe	-	-	-	-	-	-	-	-	-	-	-
V	Equinox	Lease	-	-	-	Lease	-	-	-	-	Lease	-
V	Van	-	Lease	-	-	-	-	Lease	-	-	-	-
E	Toro Field Groomer (10 yr)	-	-	-	-	-	-	15,000	-	-	-	-
E	Toro Field Groomer (10 yr)	-	-	-	-	-	-	-	15,000	-	-	-
E	Toro Field Groomer (10 yr)	-	-	-	-	-	-	-	15,000	-	-	-
E	14' Aluma Aluminum Trailer 15 (yr)	-	-	-	-	-	-	-	-	-	-	-
E	14' Aluma Aluminum Trailer (15 yr)	-	-	-	-	-	-	-	-	-	-	-
E	16' Towmaster Skid Steer Trailer (15 yr)	15,000	-	-	-	-	-	-	-	-	-	-
E	Caterpillar 257D w/ Broom Attachment and Snowblower (15 yr)	-	-	-	-	85,000	-	-	-	-	-	-
E	Walk Behind Snow Blower (15 yr)	-	-	4,000	-	-	-	-	-	-	-	-
E	Walk Behind Snow Blower (15 yr)	-	-	-	-	-	-	4,000	-	-	-	-
E	Walk Behind Mower/Mulcher (10 yr)	-	1,000	-	-	-	-	-	-	-	-	-
E	Walk Behind Mower/Mulcher (10 yr)	-	-	-	-	-	-	1,000	-	-	-	-
E	Toro 72" Mower (7 yr)	-	-	22,000	-	-	-	-	-	-	22,000	-
E	Toro 72" Mower (7 yr)	22,000	-	-	-	-	-	-	22,000	-	-	-
E	Exmark 96" Mower (7 yr)	-	-	-	-	-	27,000	-	-	-	-	-
E	John Deere X750 Riding Mower w/ Snowblower, Cab, and Deck (10 yr)	-	-	-	-	-	-	-	-	23,000	-	-
E	18" Sod Cutter (20 yr)	-	-	5,000	-	-	-	-	-	-	-	-
E	Kromer Ballfield Groomer (15 yr)	-	15,000	-	-	-	-	-	-	-	-	-
E	Trailer Mounted Sprayer	-	-	-	-	-	-	-	-	-	-	-
E	Welder (25 yr)	-	-	-	-	-	-	3,000	-	-	-	-
E	2014 Perkins Satellite Lifter (10 yr)	-	-	-	15,000	-	-	-	-	-	-	-
E	Stump Grinder (15 yr)	15,000	-	-	-	-	-	-	-	-	-	-
E	800 Mhz Radios	-	11,000	-	-	-	-	-	-	-	-	-
	Totals	52,000	27,000	31,000	15,000	85,000	27,000	23,000	52,000	23,000	22,000	-
Upgrades - All Parks												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
I	Trees Replacement	-	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
E	Picnic Table/Grilling Station/Trash Can Replacement Program	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
I	Park Weed and Feed Program	-	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
I	Bench Installation Program	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
I	Park ADA Upgrades	-	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
I	Parks Master Plan	-	-	-	-	-	-	-	-	-	-	-
E	Park Sign Replacements	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
E	Parks Security Cameras (8 yr)	-	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500	6,500
E	Appliances (Buffalo Hills/Bane/Memorial/Jaycees) (10 yr)	-	10,000	-	-	-	-	-	-	-	-	-
	Totals	-	116,500	106,500	106,500	106,500	106,500	106,500	106,500	106,500	106,500	106,500
Bane Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E	Playground (10 yr)	-	-	-	80,000	-	-	-	-	-	-	-
I	Bronco Scoreboard	-	-	-	-	-	6,000	-	-	-	-	-
I	Miracle League Turf Replacement (15 yr)	-	-	-	-	-	-	-	-	180,000	-	-
I	Parking Lot Resurfacing	-	-	-	-	-	-	-	-	-	-	-
I	Parking Lot Maintenance	-	-	-	-	-	-	-	-	-	-	-
	Totals	-	-	-	80,000	-	6,000	-	-	180,000	-	-
Buffalo Hills Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E	Swingset	-	-	-	5,000	-	-	-	-	-	-	-
E	Playground (15 yr)	-	-	-	-	-	80,000	-	-	-	-	-
I	Parking Lot Surfacing	-	-	250,000	-	-	-	-	-	-	-	-
I	Parking Lot Maintenance	-	-	-	-	-	-	-	-	-	-	-
	Totals	-	-	250,000	5,000	-	80,000	-	-	-	-	-
Buster Dog Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
I	Parking Lot Resurfacing	-	-	-	-	-	-	-	-	-	-	-
I	Parking Lot Maintenance	-	-	-	-	-	-	-	-	-	-	-
Gregory Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
I	Basketball Overlay	8,000	-	-	-	-	-	-	-	-	-	-
E	Playground Equipment (combine 2 into one) (15 yr)	-	-	-	-	-	-	-	125,000	-	-	-
I	Fountain	-	-	-	-	-	-	250,000	-	-	-	-
I	Tennis Courts	-	-	-	-	-	-	-	-	-	-	-
I	Parking Lot Resurfacing	-	-	-	-	-	-	-	-	-	-	-
I	Parking Lot Maintenance	-	-	-	-	-	-	-	-	-	-	-
B	Bandstand	-	-	-	-	-	-	-	-	-	25,000	-
	Totals	8,000	-	-	-	-	-	250,000	125,000	-	25,000	-
Gustafson Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Totals	-	-	-	-	-	-	-	-	-	-	-
Hitch-Wayne Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
	Totals	-	-	-	-	-	-	-	-	-	-	-
Jaycees Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
I	Scoreboard (2)	-	-	-	-	11,000	-	-	-	-	-	-
E	Playground Equipment (2 locations) (15 yr)	-	120,000	-	-	-	-	-	-	-	-	-
I	Parking Lot Surfacing	-	-	-	-	-	-	-	-	-	-	-
I	Parking Lot Maintenance	-	-	-	-	-	-	-	-	-	-	-
B	Concession/Warming House/Restroom	-	-	75,000	-	-	-	-	-	-	-	-
B	Pavilion	-	-	20,000	-	-	-	-	-	-	-	-
	Totals	-	120,000	95,000	-	11,000	-	-	-	-	-	-
Kiwanis Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E	Playground Equipment (15 yr)	-	-	-	-	-	80,000	-	-	-	-	-
I	Parking Lot Resurfacing	-	-	-	-	-	-	-	-	-	-	-
I	Parking Lot Maintenance	-	-	-	-	-	-	-	-	-	-	-
B	Gazebo	-	10,000	-	-	-	-	-	-	-	-	-
B	Restrooms/Picnic Shelter	-	75,000	-	-	-	-	-	-	-	-	-
B	Pavilion	-	20,000	-	-	-	-	-	-	-	-	-
	Totals	-	105,000	-	-	-	80,000	-	-	-	-	-
Lum Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
E	Playground Equipment	-	-	-	-	-	-	125,000	-	-	-	-
I	Beach Construction	-	-	-	100,000	-	-	-	-	-	-	-
I	Parking Lot Maintenance	-	-	-	-	-	-	-	-	-	-	-
I	Parking Lot Resurfacing	-	-	-	-	-	-	-	-	-	-	-
B	Warehouse/Office (Demo)	-	15,000	-	-	-	-	-	-	-	-	-
B	Restrooms/Showers	-	-	-	75,000	-	-	-	-	-	-	-
B	Pavilion 1	-	-	20,000	-	-	-	-	-	-	-	-
B	Pavilion 2	-	-	20,000	-	-	-	-	-	-	-	-
B	Picnic Shelter 1	-	-	-	-	15,000	-	-	-	-	-	-
B	Picnic Shelter 2	-	-	-	-	15,000	-	-	-	-	-	-
	Totals	-	15,000	40,000	175,000	30,000	-	125,000	-	-	-	-
Meadows Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
I	Playground (15 yr)	-	-	-	-	-	-	-	-	-	-	-
	Totals	-	-	-	-	-	-	-	-	-	-	-
Memorial Park												
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
I	Parking Lot Resurfacing	-	150,000	-	-	-	-	-	-	-	-	-
I	Parking Lot Maintenance	-	-	-	-	-	-	-	-	-	-	-
I	Memorial Park Phase I completion	260,000	-	-	-	-	-	-	-	-	-	-
I	Memorial Park Phase II completion	-	-	-	65,000	75,000						

Equipment																																			
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	Totals		
V	1/2 Ton Extended Cab Truck	-	-	Lease	-	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-	Lease	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-	-		
V	1 /2 Ton Extended Cab Truck	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-	Lease	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-		
V	3/4 Ton Regular Cab Truck	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
V	1 Ton Regular Cab Truck	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-	Lease	-	-	-		
V	Tahoe	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
V	Equinox	Lease	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-	Lease	-	-	-	-	-	Lease	-	-	-	Lease	-	-	-	-	-	-	-		
V	Van	-	Lease	-	-	-	-	Lease	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Lease	-	-	-	-	-	-	-		
E	Toro Field Groomer (10 yr)	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	
E	Toro Field Groomer (10 yr)	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	
E	Toro Field Groomer (10 yr)	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	
E	14' Aluma Aluminum Trailer 15 (yr)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	
E	14' Aluma Aluminum Trailer (15 yr)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	
E	16' Towmaster Skid Steer Trailer (15 yr)	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	
E	Caterpillar 257D w/ Broom Attachment and Snowblower (15 yr)	-	-	-	-	85,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	170,000	
E	Walk Behind Snow Blower (15 yr)	-	-	4,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,000	
E	Walk Behind Snow Blower (15 yr)	-	-	-	-	-	-	4,000	-	-	-	-	-	-	-	-	-	4,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12,000	
E	Walk Behind Mower/Mulcher (10 yr)	-	1,000	-	-	-	-	-	-	-	-	-	-	1,000	-	-	-	-	-	-	-	1,000	-	-	-	-	-	-	4,000	-	-	-	-	3,000	
E	Walk Behind Mower/Mulcher (10 yr)	-	-	-	-	-	-	1,000	-	-	-	-	-	-	-	-	-	-	1,000	-	-	-	-	-	-	-	-	1,000	-	-	-	-	-	3,000	
E	Toro 72" Mower (7 yr)	-	-	22,000	-	-	-	-	-	-	-	22,000	-	-	-	-	-	-	22,000	-	-	-	-	-	-	22,000	-	-	-	-	-	22,000	-	-	110,000
E	Toro 72" Mower (7 yr)	22,000	-	-	-	-	-	-	22,000	-	-	-	-	-	-	-	22,000	-	-	-	-	-	22,000	-	-	-	-	-	-	-	22,000	-	-	-	110,000
E	Exmark 96" Mower (7 yr)	-	-	-	-	-	27,000	-	-	-	-	-	-	27,000	-	-	-	-	-	-	-	-	-	27,000	-	-	-	-	-	-	-	-	-	81,000	
E	John Deere X750 Riding Mower w/ Snowblower, Cab, and Deck (10 yr)	-	-	-	-	-	-	-	-	23,000	-	-	-	-	-	-	-	-	-	-	-	23,000	-	-	-	-	-	-	-	-	23,000	-	-	-	69,000
E	18" Sod Cutter (20 yr)	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-	-	-	-	-	-	-	10,000
E	Kromer Ballfield Groomer (15 yr)	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	
E	Trailer Mounted Sprayer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
E	Welder (25 yr)	-	-	-	-	-	-	3,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	
E	2014 Perkins Satellite Lifter (10 yr)	-	-	-	15,000	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	45,000	
E	Stump Grinder (15 yr)	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	22,000	-	-	52,000
E	800 Mhz Radios	-	11,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11,000	
Totals		52,000	27,000	31,000	15,000	85,000	27,000	23,000	52,000	23,000	22,000	-	1,000	27,000	20,000	27,000	30,000	57,000	34,000	23,000	85,000	-	23,000	32,000	37,000	-	-	5,000	-	45,000	-	44,000	847,000		
Upgrades - All Parks																																			
Key	Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	Totals		
I	Trees Replacement	-	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	750,000		
E	Picnic Table/Grilling Station/Trash Can Replacement Program	-	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	450,000		
I	Park Weed and Feed Program	-	25,000	25,000	25,000																														



PARKS DEPARTMENT MAINTENANCE AND RECREATION REPORT

July 27, 2021 PARK BOARD MEETING

Recreation Report

Recreation Update

Fall Adult Sports opened registration on July 19. We are accepting 9 teams for Monday Men's Lower Softball, 12 teams for Tuesday Coed Kickball, 9 teams for Wednesday Men's Upper Softball, and 9 teams for Thursday Coed Softball. The tentative start date for all fall adult sports is the week of August 16th.

So far, our registration numbers are:

Monday MS2: 5

Tuesday Kickball: 0

Wednesday MS1: 1

Thursday Coed Softball: 5

We will be opening credit card registration on July 26 to generate a faster sign up. (

Adult summer sports will wrap up their seasons in the next few weeks. Champions and Runner-Up will receive plaques in which most teams turn and give to their sponsors.

If there is down time between the two seasons starting and ending, we would like to create some recognition to all the banner advertisers via social media to support them as well as bring awareness and education of the program and the benefits it brings to our facilities.

- For example, the Memorial Park Field 1, 3rd baseline fence and Memorial Park Field 2, 1st baseline fence getting replaced after years of softballs rolling under, being an eye sore, and safety hazard. Park improvement dollars from the banner program helped make that update a reality this year.
 - With softball dues amounting to \$1,000+ / team for men's teams in the summer is crucial we stay active to updating the facilities and reduce safety hazards, this update does not go unnoticed to players, fans, and umpires.

Community Ed & YMCA Update

Community Education Competitive Baseball and Slow Pitch Softball finished up their seasons this past week.

YMCA Jaycees Park sports will finish up their summer season July 29.

*There is discussion with the YMCA and facilitating Fall sports, staff is favorable to this idea.

BBBA Update

15U State Baseball tournament was held on July 16-18, things ran smooth to our knowledge. This will conclude the summer baseball tournaments for summer 2021. A follow up meeting/debriefing of how things went and what 2022 could/or ideally would look like this fall is expected and will be presented to Park Board.

Campground Update

We are on pace to have a record-breaking campground revenue year. Here is what we have:

The figures are for January 1 through June 30 for each respective year:

2019 \$14,261.36

2020 \$10,409.32 (opened June 1 due to COVID, so lost May and Memorial Day weekend revenue)

2021 \$18,362.33

Rates were increased in 2018, so that was not a factor. Historically July and August are our busiest months it seems covid-19 brought a lot of people into the camping "pass-time". This may be an area to focus some attention due to it's heavy usership in future years, speaking to efficiency, expansion, added amenities to proximity, etc.

Maintenance Report

2022 Capital Budget Workshop

The first draft of the 2022 Parks Capital Budget was presented to the Park Board on July 13, 2021. At the July 27, 2021 Park Board meeting, the Park Board will be asked to review the budget and make changes as they deem fit. The hope is to have the capital budget solidified for a presentation to the City Council before September 1st. The operational budget will be presented to the Park Board at the August 10th Design Standard Workshop. The intent is to have all budgets finalized before the first City Council budget workshop, to be held sometime near the end of August.

Park Design Standards

The next design standard workshop will be held on August 10th, 2021 from 4:00 PM – 6:00 PM. We anticipate a draft of the standard to be completed at this meeting, along with an update from Widseth on the Lum Park Master Plan. After the meeting, it is the intent to give Widseth enough direction to finish the standard and present out the final design standard document at the Park Board meeting in September. This would be a good additional item for the budget presentation to the City Council.

Splash Pad Update

Staff has been working with Emily Rolfson to procure the donor related items for the splash pad construction including memorial benches, picnic tables, plaques, landscaping, etc. The lead time on many of the items (such as benches and picnic tables) is a couple of months out. The hope is to have a ribbon cutting ceremony sometime in the fall for the total park project. A grand opening event would be planned for some time in Spring 2022 for the Splash Pad, if the Park Board is agreeable to this timeframe. Ms. Rolfson and staff agree that we would like all the donor related items installed before the grand opening. If that can happen yet this fall, we are still pushing for that. With the lead time on some items, it may wait until spring so we know all the elements of the pad are installed.

Maintenance Tasks Completed in the Month Prior

Below is a list of maintenance tasks that were completed in the month of June/July:

- Grinding stumps in all parks.
- Repaired shower and toilet at Lum Park.
- Brushing around all parks.
- Cleaned out rain garden at Lum Park.
- Weeded and pre-emergent spread on College Drive.
- Painted over Graffiti in miscellaneous areas around all parks.
- Cut up fallen trees.
- Painted under bridge.
- Fixed scoreboard at Buffalo Hills
- Spraying for bees everywhere.
- Patched walls in Gregory Park restroom.
- Fixed lock on Gregory Park restrooms.
- Landscaping in Gregory Park.
- Welded groomer teeth.
- Cleaned beach and volleyball courts.
- Changed oil in miscellaneous equipment.
- Spraying herbicide along fence lines.
- Repaired field light issues at Memorial Park.
- Miscellaneous weed whipping.
- Replaced signage in Lum Park.
- Installed Memorial Bench in Gregory Park.
- Watering trees.
- Repairs made to sports deck BBF.

- Cleaned out Bleachers Bane Park.
- Installed drinking fountain at Jaycees Park.
- Replaced outlets in campground.
- Cleaned Gregory Park fountain.
- Replaced sidewalk Lum Park women's room.
- Fixed drinking fountain at Memorial Park restroom.
- Pavilion rental preparation for rentals.
- Ballfield preparation for tournaments.