

**Brainerd, MN  
September 7, 2021**

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

Upon roll call, the following members were noted as present: Rushmeyer, Schaefer, Shipe and Yeager. Also present were City Engineer Sandy, City Administrator Bergman, Community Development Director Chanski, and Mike Angland and Ashley Martel from Widseth. Board member Boeder was noted absent.

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

**Approval of the Agenda - Approved**

MOVED AND SECONDED BY MEMBERS SHIPE AND RUSHMEYER, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

**New Business**

**Design Standards, Lum Park Master Plan, and SPRA Loan Update and Discussion**

Mr. Sandy introduced the three separate topics for discussion and turned the floor over to Mr. Angland, who provided a printed version of the design standards with updated imagery which will be modified and updated as needed by the Park Board and staff. Widseth incorporated conceptual designs for upcoming maintenance projects and the future redesign of Lum Park. The material and equipment schedule provides detailed information on manufacturers and product specifications and will be a reference guide for staff for maintenance and new projects. Mr. Yeager said this is meant to be a basic vision of what our buildings and structures should look like moving forward. Mr. Angland said Lum Park is a great opportunity to establish the design standards and get things moving in the right direction. He went through the document page by page. There were updated photos and product information from recent projects and new park amenities as well as conceptual structures and amenities. Mr. Yeager advised board members to take their copy home for review.

Board members were very receptive to the conceptual drawing of the Lum Park Master Plan and want to realize the full potential of Lum Park. When the Master Plan is approved, Ms. Bergman will report back to City Council. Board members were asked to be prepared with any changes or additions to the design standards and the Lum Park Master Plan at the September 26 meeting. Mr. Angland said the timing is good for the submission of the Lum Park Road grant application.

**Recommendation for Design and Construction Consulting Services for Mississippi Landing Trailhead Park - Approved**

Mr. Chanski reported that proposals were received from SEH and WSB and reviewed and scored by the PMT. The PMT's recommendation to the Park Board is to select WSB for design and construction consulting services for the Mississippi Landing Trailhead Park project. WSB's proposal is \$95,000 less than SEH's, their timeline is more flexible yet aggressive, and they have a team member who is extremely experienced with LCCMR who will work with Mr. Chanski throughout the process for all reporting that has to be submitted. Other factors are the Park Board

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has been very pleased with WSB's project management with Memorial Park, and the architect on the WSB team designed the Gregory Park and Memorial Park warming houses which will help ensure design consistency with other parks. Mr. Sandy commented that cost was a big factor in the decision to recommend WSB to the Park Board.

MOVED AND SECONDED BY MEMBERS SCHAEFER AND SHIPE, DULY CARRIED, TO APPROVE THE RECOMMENDATION TO ACCEPT THE WSB PROPOSAL FOR THE MISSISSIPPI LANDING TRAILHEAD PARK AS PRESENTED.

### **Public Forum**

The Chair opened and closed the public forum at 4:52 p.m.

### **Adjourn**

MOVED AND SECONDED AT 4:53 P.M. BY RUSHMEYER AND SCHAEFER, DULY CARRIED, TO ADJOURN THE MEETING.

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Kim Finch  
Administrative Specialist