

PARK BOARD AGENDA

Brainerd, Minnesota
October 26, 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. **Approval Of Agenda**

5. **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**

Approval of the Minutes of the Special Meetings held on August 10, 2021 and September 7, 2021, and the Regular Meeting held on August 24, 2021.

Documents:

081021 Park Board draft minutes.pdf
082421 Park Board draft minutes.pdf
090721 Park Board draft minutes.pdf

B. **Approval Of The Disbursements**

Month of October 2021

Documents:

102621 October Disbursements.pdf

C. **Financial Reports**

September Financials

Documents:

2021 September Financials.pdf

6. **Unfinished Business**

A. **Update On Memorial Park Construction**

Documents:

MMP Update.pdf

B. **Discussion On Design Standards, Lum Park Master Plan, And SPRA Grant Application**

Documents:

SPRA_Lum Park_Design Standards.pdf

7. **New Business**

A. **Discussion On Hitch Wayne Park Improvements**

Documents:

Hitch-Wayne Park.pdf

8. **Public Forum**

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

9. **City Administrator Report**

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

October Department Reports

Documents:

2021-10-26_Recreation and Maintenance Report.pdf

11. **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"

Brainerd, MN
August 10, 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: Boeder, Schaefer, Shipe and Yeager. Also present were Mayor Badeaux, City Engineer Paul Sandy, Recreation Coordinator Katie Kaufman, Finance Director Connie Hillman, and Mike Angland from Widseth. Board member Rushmeyer was noted absent.

Approval of the Agenda - Approved

MOVED AND SECONDED BY MEMBERS BOEDER AND SCHAEFER, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

Unfinished Business

Draft Design Standard Presentation – Discussion

Mr. Angland presented a draft of the design standards. Part one is graphics and text which is a good visual of products and colors, and part two is a technical spreadsheet that will be useful for maintenance purchasing and replacement parts. He is looking for direction for the final rendition which will become the working document that can be added to as needed. He asked for input and modifications as they viewed the document. He used photos of recent projects as a color reference for roofs, soffits and fascia, exterior siding, and masonry. There is detailed information on materials and colors for doors and windows, security screening for windows, sheetrock textures, restroom partitions, plastic laminate for counters, rubber flooring and other interior finishes. The document can be updated with new photos and text if a material becomes unavailable. Building and park signage and amenities such as playground equipment and picnic tables can be identified and standardized. Other categories that can be incorporated are maintenance projects, tree plantings and landscaping. The materials spreadsheet will be very detailed with manufacturer and product information for standardizing construction and maintenance projects including HVAC, electrical, security, lighting and more. Items can be added as projects develop with this working document. Staff will use this as a guide for reference and ordering purposes. Mr. Sandy added that he would like to have specification sheets available for standardized items such as concrete slabs for picnic tables to give to contractors. Mr. Yeager suggested adding language that would state the general vision of what we are after with color tones, wood accents, etc., for future projects that aren't a copy of something we already have. The information within this document will be helpful for drafting RFPs and for new Park Board members and staff. Mr. Sandy and staff will meet with Mr. Angland to go through the document together and it should be wrapped up in the next month or so and put on the October agenda for final approval. If anyone thinks of changes or additions, please let Mr. Sandy know.

Parks Operations Budget Presentation - Discussion

Mr. Sandy presented the preliminary operational budget that staff has been working on with the Finance Director. He wanted board members to be able to look it over before the next budget workshop. This budget is for all operations of the Parks Department including repairs and maintenance, payroll, general expenditures and program expenses; basically, anything that isn't in the capital budget. Ms. Hillman gave an overview of general unallocated revenues, how bills paid for public utilities are reimbursed to the Parks Department, and salaries that are split between

August 10, 2021

Engineering and Parks. Mr. Sandy reported that prior to last year the repair and maintenance budget has historically been \$40,000. Last year \$20,000 was added for miscellaneous shingling projects and \$10,000 for large tree removals. The Street Department had equipment to safely take down some of the large trees, so a contractor did not need to be hired which is a benefit of our Public Works structure. Mr. Sandy recommends keeping the repair and maintenance budget at a higher level of \$50,000 - \$60,000, because we are going to have more deferred maintenance projects come up as we look at upgrading our parks.

Based on preliminary conversations with Community Education and the YMCA, staff is expecting an increased cost for program contracts. A detailed budget will be requested from both entities to have a better idea of what our money is being used for.

Staff gave a brief overview of general expense accounts. Insurance on buildings has been reallocated by building and the Park Department has the most buildings so that line item has gone up considerably. Ms. Hillman explained how our vehicle lease program with Enterprise works.

There was discussion about concessions. Mr. Sandy stated that staff will do an in-depth analysis of costs and revenue this winter so we can price products accordingly. Mr. Yeager feels the Park Board needs more information to make any recommendations. Board members would like to take into consideration how much of Katie's time is spent on concessions. It was mentioned to encourage food trucks to go to parks where we do not sell concessions, and to possibly contract the concessions out.

Mr. Sandy touched on the programs that remain under the department's umbrella. Adult Softball is the largest program and operates at a profit.

General discussion followed about new park facilities, staffing, and upcoming meetings.

Public Forum

The Chair opened and closed the public forum at 5:33 p.m.

Adjourn

MOVED AND SECONDED AT 5:33 P.M. BY BOEDER AND SHIPE, DULY CARRIED,
TO ADJOURN THE MEETING.

Kim Finch
Administrative Specialist

Pursuant to due call and notice thereof, the regular meeting of the Brainerd Park Board was called to order at 4:00 P.M. by Board Vice-President Boeder.

Present were Vice-President Tim Boeder, Troy Rushmeyer, Kara Schaefer and Andrew Shipe. Also noted present were City Engineer Sandy, Recreation Coordinator Kaufman, and Chris Sonmor from WSB. Kevin Yeager was noted absent.

Park Board Vice-President Tim Boeder opened the meeting with the Pledge of Allegiance to the flag.

Approval of the Agenda - Approved

MOVED AND SECONDED BY MEMBERS SCHAEFER AND SHIPE, DULY CARRIED, TO APPROVE THE AGENDA.

Approval of the Consent Calendar - Approved

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

- A. Approval of the Minutes of the Regular Meeting held on July 13, 2021**
- B. Approval of the Disbursements for August 2021**
- C. Approval of the July 2021 Financials**

Unfinished Business

Update on Memorial Park Project and Consideration of Change Order 4 - Approved

Mr. Sonmor reported things are looking good and grass should come up soon. He is seeking approval for Change Order 4 to apply a sealer on the rinks for a cost of \$5,390. It was brought up during construction by the concrete contractor as something to consider for the long term durability of the concrete. The sealer also helps in the curing of the concrete. Concrete is stronger the slower it cures, and the sealer helps that process. Mr. Sandy asked about the status of the contingency funds included in the project budget. Mr. Sonmor did not have the contingency figures finalized yet because some will be charged to the Splash Pad Project.

MOVED AND SECONDED BY MEMBERS SHIPE AND SCHAEFER, DULY CARRIED, TO ADOPT CHANGE ORDER 4 AS PRESENTED.

New Business

Public Forum

August 24, 2021

City Engineer and Recreation Coordinator Report

Ms. Kaufman did not add anything to her written report.

Mr. Rushmeyer commented favorably on a meeting that was held with representatives from Community Education. He was happy to report that the youth fastpitch softball coaches were quick to realize the value and success of the youth slowpitch softball leagues. Suggestions for how to increase registrations were brought forth including low budget things we could do with the fields to make it easier for younger kids to succeed at the game. Mr. Sandy added that staff is meeting with the YMCA director soon and will meet with the new Community Education Director once she has a chance to settle into her position.

Mr. Sandy explained the restorative justice process and shared that Police Chief Bestul has spoken very favorably about the security camera system at Gregory Park. Officers have caught vandals in the act due to the live camera feed to the Police Department. The same system will be installed at the new Memorial Park facility and the Park Board has budgeted \$6,500 per year to upgrade camera systems, one per year, throughout the park system and under the College Drive bridge.

There is a request from the Riverfront Committee to add Eric Roberts to the Mississippi River Landing Project Management Team, as he has been involved since the beginning of the project. The Park Board had no objection to adding this member to the PMT.

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

Adjourn

MOVED AND SECONDED AT 4:40 P.M. BY RUSHMEYER AND SCHAEFER, DULY CARRIED, TO ADJOURN THE MEETING TO THE AUGUST 30 CITY COUNCIL BUDGET WORKSHOP AND THE SEPTEMBER 7 DESIGN STANDARDS PRESENTATION/LUM PARK ROAD GRANT AND MASTER PLAN PRESENTATION.

Respectfully Submitted,

Kim Finch, Administrative Specialist

August 24, 2021

**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

September 7, 2021

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.

Kim Finch
Administrative Specialist

PUBLIC WORKS-PARKS

Accounts Payable October 26, 2021

VENDOR	INVOICE DATE	INVOICE NUMBER	DESCRIPTION	GL ACCOUNT NUMBER(S)	AMOUNT	SALES USE TAX
Ace Hardware	09/27/21	300540	Misc shop-Handi painter shur-line	230-5200-42220	2.69	
Ace Hardware	09/27/21	300540	Sawzall	230-5200-42240	193.99	
Ace Hardware	09/27/21	300542	WD40,O-ring,thread sealtape	230-5200-42220	7.89	
Ace Hardware	10/06/21	300790	Fasteners-GGP rink	230-5200-42220	1.75	
Ace Hardware	10/07/21	300832	Snap link spring-GGP rink	230-5200-42220	25.13	
Ace Hardware	10/11/21	300916	Rope-GGP, brass sillcock-LMP	230-5200-42220	32.37	
Ace Hardware	10/05/21	300771	Duct tape,socket adapter,funnel,lubricant,PVC elbow/pipe,ziploc bags-MMP	230-5200-42220	40.08	
Ace Hardware	10/19/21	301147	Masking tape	230-5200-42220	12.58	
Anderson Brothers Construction	10/21/21	Pay Voucher 6	Memorial Park Redevelopment-Pay Voucher 6	400-9050-45510	33,908.78	
ASCAP	10/01/21	500821295	Annual license fee-music at events	230-5200-43430	367.00	
AT&T Mobility	09/25/21	X10032021	PPD Phones 8/26/21-9/25/21 Harris/GGP MiFi/MMP MiFi	230-5200-43321	179.35	
Brainerd Lakes Sewer LLC	10/03/21	7302	Satellite rental September-MMP Field 3	230-5215-42210	120.00	
Brainerd Lakes Sewer LLC	10/03/21	7302	Satellite rental September-Rotary Park	230-5200-43410	120.00	
Brainerd Lakes Sewer LLC	10/18/21	7341	Satellite rental October 1-15 MMP Field 3	230-5215-42210	60.00	
Brainerd Lakes Sewer LLC	10/18/21	7341	Satellite rental October 1-15 Rotary Park	230-5200-43410	60.00	
Brainerd Public Utilities	08/31/21	AUG 31/PARKS	PPD 7/23/21-8/24/21 utilities	230-5200-43381	9,895.66	
Brainerd Public Utilities	08/31/21	AUG 31/PARKS	PPD 7/23/21-8/24/21 campground utilities	230-5280-43380	1,047.26	
BSN Sports	09/23/21	913866377	PPD Basketball nets-GGP	230-5200-42220	120.97	
CenterPoint Energy	09/20/21	5933799-8	PPD Natural gas service LMP 8/17/21-9/16/21	230-5200-43380	27.70	
Costco-VISA	08/30/21	57	PPD Ice-softball injuries	230-5215-42210	2.49	
Costco-VISA	09/09/21	20	PPD Concessions-bottled water	230-5204-42210	6.38	
Costco-VISA	09/21/21	193	PPD Concessions-water,cocoa,hot dogs	230-5204-42210	40.85	
Country Hearth-VISA	08/31/21	83121	PPD Concessions-buns	230-5204-42210	12.50	
Country Hearth-VISA	09/21/21	14	PPD Concessions-buns	230-5204-42210	7.50	
CTC	10/12/21	20955149	PPD Campground WiFi/Host TV 10/12/21-11/11/21	230-5280-43321	117.20	8.06
CTC	10/12/21	20954692	PPD Phone/internet service 10/12/21-11/11/21	230-5200-43321	49.35	
Cub Foods Brainerd	10/05/21	77	Concessions-cheese slices	230-5204-42210	7.18	
D & D Beverage Brainerd	09/24/21	1467908	PPD Soap dispensers (2), TP dispensers (4)-MMP	230-5200-42220	101.20	
D & D Beverage Brainerd	08/17/21	1447580	Bowl cleaner,gloves,PineSol,TP,singlefold towels	230-5200-42210	464.70	
D & D Beverage Brainerd	09/29/21	1470194	PPD Soap dispenser	230-5200-42220	18.00	
D & D Beverage Brainerd	10/08/21	1475156	Soap dispenser	230-5200-42220	12.00	
Gemplers-VISA	09/08/21	90821	PPD Tree trunk protectors	230-5200-42220	179.98	
GLS Promotions LLC	09/20/21	63307	PPD Splash Pad donor plaques	400-9050-45510-21:30	1,679.00	
GLS Promotions LLC	09/20/21	63307	PPD Splash Pad donation	400-0000-36230-21:30	-350.00	
Holden Electric Company Inc	09/30/21	64239	Campground electrical-Site 14	230-5280-42220	120.65	8.29
Holden Electric Company Inc	09/30/21	64278	Campground electrical-Site 18	230-5280-42220	112.70	7.75
Jensen, Donnie	10/11/21	2000807	Refund tournament entry fee-tournament cancelled	230-5216-34716	139.05	
Jensen, Donnie	10/11/21	2000807	Refund tournament entry fee-tournament cancelled	101-0000-20810	10.95	
Jourdain, FaLeisha	10/11/21	2000808	Refund tournament entry fee-tournament cancelled	230-5216-34716	139.05	

VENDOR	INVOICE DATE	INVOICE NUMBER	DESCRIPTION	GL ACCOUNT NUMBER(S)	AMOUNT	SALES USE TAX
Jourdain, FaLeisha	10/11/21	2000808	Refund tournament entry fee-tournament cancelled	101-0000-20810	10.95	
Lakes Area Lock & Door Inc	10/04/21	100421-01	Keys-MMP building	230-5200-42220	72.00	
Lakes Area Lock and Door Inc	09/16/21	10916	PPD Replaced deadbolt MMP	230-5200-42220	227.50	
Menards Baxter	09/17/21	61472	PPD Great Pumpkin Festival supplies	230-5211-42210	126.64	
Menards Baxter	09/17/21	61472	PPD Liquid pool shock GGP,nails, nail gun-misc shop	230-5200-42220	58.81	
Menards Baxter	09/21/21	61645	PPD Paint, brush	230-5200-42220	61.96	
Midwest Machinery Co	09/28/21	2490618	Oil filters-skid steer	230-5200-42220	92.39	
Minnesota-Wisconsin Playground	10/12/21	2021441	Donor memorial benches-Splash Pad	400-9050-45510-21:30	1,615.45	
Mr. Tire	09/24/21	27009	PPD Mower tire	230-5200-42220	37.38	
Oriental Trading Company-VISA	08/24/21	82421	PPD Plastic eggs-Easter Egg Hunt	230-5211-42210	16.97	
Otterness, Tim	10/11/21	2000809	Refund tournament entry fee-tournament cancelled	230-5216-34716	139.05	
Otterness, Tim	10/11/21	2000809	Refund tournament entry fee-tournament cancelled	101-0000-20810	10.95	
Party World	09/01/21	2205	PPD Great Pumpkin Festival-Pumpkin moonwalk	230-5211-42210	225.00	
Party World	09/01/21	2205	PPD Field Banner Program	405-0000-36230	-150.00	
Party World	10/17/21	2364	Great Pumpkin Festival-(2) 3' pumpkin head balloons	230-5211-42210	80.00	
Pike Plumbing and Heating	10/05/21	79817	Urinal spud-LMP	230-5200-42220	10.87	
Verizon Wireless	09/23/21	9889085965	PPD Phones 8/24/21-9/23/21Kaufman/GGP security	230-5200-43321	86.45	
Walgreens-VISA	08/25/21	82521	PPD Photo developing-Adult Softball trophies	230-5215-42210	4.90	
Waste Partners Inc	09/30/21	19X02099	PPD September trash removal	230-5200-43380	778.05	
Wex Bank	10/01/21	74568918	PPD September motor fuel	230-5200-42212	1,359.09	
Widseth Smith Nolting	09/20/21	213050	PPD Professional services through 9/10/21-LMP master plan	400-9050-45530	2,450.00	
Winners Trophy and Engraving	10/11/21	11740	Donor plaque for water bottle filler station	230-5200-42220	229.95	
WSB	09/29/21	R-016307-000-15	PPD MMP redevelopment-prof svcs August 2021	400-9050-45510	5,773.00	
Sales Use Tax 24.10					62,411.29	24.10
TOTAL EXPENDITURES TO BE APPROVED:						
Less PREPAIDS:					(24,191.14)	
TOTAL THIS REPORT:					38,220.15	

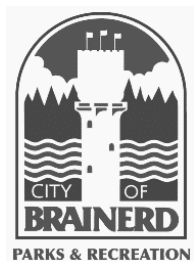
Paul Sandy, City Engineer/Interim Public Works Director

As of September 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	19,407	-	-	-	-	-	-	-	-	-	-
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services - User Fees	12,200	8,075	2,000	(308)	-	-	40,000	24,468	5,300	5,005	1,800	600
Other Revenue												
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	69,000	49,184	-	-	-	-	-	-	-	-	-	-
Contributions & Donations	-	3,820	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	1,000	-	-	-	-	-	-	-	-	-	-	-
Misc. Revenue	1,000	905	-	-	-	-	-	-	-	-	-	-
Total Charges for Services	71,000	53,909	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	118,200	81,391	2,000	(308)	-	-	40,000	24,468	5,300	5,005	1,800	600
Total Personal Services	732,813	583,119	323	-	9,689	4,830	11,303	11,490	2,907	2,480	215	-
Supplies												
Office and Operating Supplies	5,750	3,076	500	105	200	90	27,500	22,048	2,000	1,205	2,000	872
Motor Fuels	13,000	9,716	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	70,000	53,307	100	-	-	-	1,000	-	-	-	-	-
Repairs & Maintenance - Athletic Field	4,500	6,926	-	-	-	-	-	-	-	-	-	-
Small Tools	800	609	-	-	-	-	-	-	-	-	-	-
Total Supplies	94,050	73,634	600	105	200	90	28,500	22,048	2,000	1,205	2,000	872
Services												
Professional Services	11,000	13,828	-	-	-	-	-	-	-	-	-	-
Computer Technical Support	4,000	1,105	-	-	-	-	-	-	-	-	-	-
Telephone	1,440	1,334	-	-	-	-	-	-	-	-	-	-
Postage	800	(218)	-	-	-	-	-	-	-	-	-	-
Professional Development	2,000	110	-	-	-	-	-	-	-	-	-	-
Lease Payments	29,125	22,022	-	-	-	-	-	-	-	-	-	-
Printing/Legal Publications	4,500	(31)	-	-	-	-	-	-	-	-	-	-
Insurance	9,515	32,156	-	-	-	-	-	-	-	-	-	-
Utilities	78,000	45,142	-	-	-	-	-	-	-	-	-	-
Rent Expense	10,000	657	-	-	-	-	-	-	-	-	-	-
Miscellaneous	2,000	924	-	-	-	-	-	-	-	-	-	-
Credit Card Fees	1,000	1,034	-	-	-	-	-	-	-	-	-	-
Dues and Subscriptions	800	832	-	-	-	-	-	-	-	-	-	-
Total Services	154,179	118,897	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	981,043	775,650	923	105	9,889	4,921	39,803	33,538	4,907	3,685	2,215	872
Other Revenue (Expenses)												
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(862,843)	(694,259)	1,077	(413)	(9,889)	(4,921)	197	(9,070)	393	1,321	(415)	(272)

As of September 30, 2021

	Kickball		Adult Softball		Campground		GRAND TOTAL	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Total Taxes and Penalties	-	-	-	-	-	-	35,000	19,407
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-
Charges for Services - User Fees	2,000	2,924	50,000	47,567	37,000	51,383	150,300	139,715
Other Revenue								
Interest Income	-	-	-	-	-	-	-	-
Public Utility Electric Sales	-	-	-	-	-	-	69,000	49,184
Contributions & Donations	-	-	-	-	-	-	-	3,820
Misc. Program Revenue	-	-	-	-	-	-	1,000	-
Misc. Revenue	-	-	-	-	-	-	1,000	905
Total Charges for Services	-	-	-	-	-	-	71,000	53,909
TOTAL REVENUES	2,000	2,924	50,000	47,567	37,000	51,383	256,300	213,031
Total Personal Services	754	2,008	21,530	24,730	-	-	779,534	628,657
Supplies								
Office and Operating Supplies	140	142	14,000	10,688	150	232	52,240	38,460
Motor Fuels	-	-	-	-	-	-	13,000	9,716
Repairs & Maintenance	-	-	3,500	1,717	200	1,942	74,800	56,966
Repairs & Maintenance - Athletic Field	-	-	-	-	-	-	4,500	6,926
Small Tools	-	-	-	-	-	-	800	609
Total Supplies	140	142	17,500	12,406	350	2,174	145,340	112,677
Services								
Professional Services	-	-	-	-	-	-	11,000	13,828
Computer Technical Support	-	-	-	-	-	-	4,000	1,105
Telephone	-	-	-	-	800	703	2,240	2,037
Postage	-	-	-	-	-	-	800	(218)
Professional Development	-	-	-	-	-	-	2,000	110
Lease Payments	-	-	-	-	-	-	29,125	22,022
Printing/Legal Publications	-	-	-	-	100	-	4,600	(31)
Insurance	-	-	-	-	-	-	9,515	32,156
Utilities	-	-	-	-	3,300	2,097	81,300	47,239
Rent Expense	-	-	-	-	-	-	10,000	657
Miscellaneous	-	-	-	-	-	-	2,000	924
Credit Card Fees	-	-	-	-	-	-	1,000	1,034
Dues and Subscriptions	-	-	-	-	-	-	800	832
Total Services	-	-	-	-	4,200	2,800	158,379	121,697
TOTAL OPERATING EXPENSES	894	2,151	39,030	37,135	4,550	4,974	1,083,253	863,031
Other Revenue (Expenses)								
Sale of Assets	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	1,106	773	10,970	10,431	32,450	46,409	(826,953)	(650,001)



Brainerd Park Board Agenda Request

Requested Meeting Date: October 26, 2021

Title of Item: Update on Memorial Park Construction

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

City Engineer/Interim PW Director Sandy

Department:

Parks and Recreation

Presenter (Name & Title):

City Engineer/Interim PW Director Sandy

Estimated Time Needed:

5-10 Minutes

Summary of Issue:

Chris Sonmor from WSB will be at the meeting to update the board on Memorial Park.

Alternatives, Options, Effects on Others/Comments:

The memo and Pay Voucher 6 for the project are attached.

Recommended Action/Motion:

Approval for the Voucher is in the bills for the month.

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: October 21, 2021

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

There are still a few outstanding punch list items that need to be addressed. We met on site with the Contractor this week to review those items. We'll continue working to get these items completed prior to issuing final payment.

Pay Voucher No. 6 is also included for approval. The total amount certified to date is \$988,890.69. This is 97.1% of the total project cost. With 5% retainage continuing to be held, the total amount due on Pay Voucher No. 5 is \$33,908.78. A total of \$49,444.53 (5%) is still being held in retainage. We recommend approval of Pay Voucher No. 6.

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	\$100,438.00	Additional	N/A
Revised Contract	\$1,018,767.00	Total	\$918,329.00

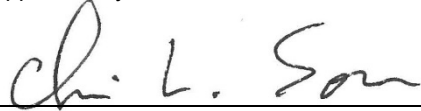
Work Certified To Date	
Base Bid Items	\$898,631.44
Contract Changes	\$90,259.25
Material On Hand	\$0.00
Total	\$988,890.69

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$35,693.45	\$988,890.69	\$49,444.53	\$905,537.38	\$33,908.78	\$939,446.16
Percent Retained: 5%			Percent Complete: 97.07%		

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


Project Engineer

October 21, 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
4	08/16/21	\$165,362.14	\$8,268.11	\$157,094.03
5	09/23/21	\$140,670.70	\$7,033.53	\$133,637.17
6	10/21/21	\$35,693.45	\$1,784.67	\$33,908.78

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	\$988,890.69	\$49,444.53	\$905,537.38	\$33,908.78	\$939,446.16

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
016307-000 Source 1	Local	\$33,908.78			\$939,446.16

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	\$0.00	1	\$15,000.00
2	2101.501	CLEARING & GRUBBING	LS	\$2,500.00	1	0	\$0.00	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	\$0.00	1	\$2,000.00
5	2104.504	REMOVE PAVEMENT	S Y	\$4.80	410	0	\$0.00	151.5	\$727.20
6	2105.601	SITE GRADING	LS	\$59,500.00	1	0	\$0.00	1	\$59,500.00
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 FOUNDATIONS)	LS	\$26,200.00	1	0	\$0.00	1	\$26,200.00
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	0	\$0.00	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	220	\$440.00
14	2575.504	RAPID STABILIZATION METHOD 3	SY	\$20.00	30	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
15	2575.504	EROSION CONTROL BLANKET CAT 4(N), 2S	SY	\$2.25	9680	0	\$0.00	2248	\$5,058.00
16	2575.505	TURF SEED MIX	AC	\$9,000.00	1.5	0	\$0.00	1.25	\$11,250.00
17	2575.505	NATIVE SEED MIX	AC	\$9,780.00	0.5	0	\$0.00	0.4	\$3,912.00
18	2521.518	4" CONCRETE WALK	S F	\$7.10	4460	0	\$0.00	4598.4	\$32,648.64
19	2521.518	6" CONCRETE WALK	S F	\$10.00	24	0	\$0.00	24	\$240.00
20	2521.504	6" REINFORCED WALK AT LARGE HOCKEY RINK	SF	\$7.50	15840	0	\$0.00	15840	\$118,800.00
21	2531.518	CAST IRON DETECTABLE WARNING PLATE	S F	\$47.00	16	0	\$0.00	16	\$752.00
22	2531.602	PRECAST CONCRETE WHEEL STOP	EACH	\$75.00	2	0	\$0.00	2	\$150.00
23	2564.502	ADA PARKING SIGN	EACH	\$250.00	3	0	\$0.00	3	\$750.00
24	2582.501	PICKLEBALL COURT STRIPING	LS	\$2,507.00	1	1	\$2,507.00	1	\$2,507.00
25	2582.501	PARKING LOT STRIPING/MARKINGS	LS	\$300.00	1	1	\$300.00	1	\$300.00
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	0.05	\$28,065.45	1	\$561,309.00
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	18.5	\$2,220.00
Bid Totals:							\$30,872.45		\$898,631.44

Project Category Totals

Category	Amount This Voucher	Amount To Date
EARTHWORK AND REMOVALS	\$0.00	\$86,127.20
ELECTRICAL	\$0.00	\$26,200.00

Project Category Totals		
Category	Amount This Voucher	Amount To Date
EROSION CONTROL AND LANDSCAPE	\$0.00	\$28,227.60
PAVEMENTS AND SIGNAGE	\$2,807.00	\$156,147.64
SANITARY & WATER IMPROVEMENTS	\$0.00	\$22,400.00
SITE AMENITIES & MISCELLANEOUS	\$28,065.45	\$561,309.00
STORMSEWER IMPROVEMENTS	\$0.00	\$18,220.00

Contract Change Item Status

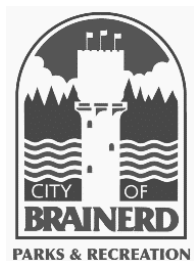
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
CO	1	47	2521.518	4" CONCRETE WALK	SF	\$7.20	135	0	\$0.00	135	\$972.00
CO	1	48	2521.518	6" REINFORCED WALK AT LARGE HOCKEY RINK	SF	\$7.60	7635	0	\$0.00	7635	\$58,026.00
CO	1	49	2545.601	SMALL RINK LIGHTING (INSTALLATION OF LIGHTING INCLUDING FOUNDATIONS)	LS	\$4,665.00	1	0	\$0.00	0.5	\$2,332.50
CO	1	50	2582.601	BASKETBALL COURT STRIPING	L S	\$2,265.00	1	1	\$2,265.00	1	\$2,265.00
CO	1	51	2571.524	DECIDUOUS TREE 2.5" CAL B&B	TREE	\$815.00	3	0	\$0.00	2	\$1,630.00
CO	1	52	2571.524	DECIDUOUS TREE 6' HIGH B&B CLUMP	TREE	\$855.00	3	0	\$0.00	2	\$1,710.00
CO	1	53	2571.525	DECIDUOUS SHRUB NO 5 CONT	SHRB	\$89.00	28	24	\$2,136.00	38	\$3,382.00
CO	1	54	2571.525	CONIFEROUS SHRUB NO 5 COUNT	SHRB	\$99.00	4	0	\$0.00	4	\$396.00
CO	1	55	2574.507	PLANTING BED SOIL MIXTURE	C Y	\$75.00	30	0	\$0.00	15.75	\$1,181.25
CO	1	56	2575.603	LANDSCAPE EDGING	L F	\$28.00	30	15	\$420.00	15	\$420.00
CO	1	57	2575.607	MULCH MATERIAL TYPE SPECIAL	C Y	\$125.00	7	0	\$0.00	5.5	\$687.50
CO	2	58	2506.601	SANITARY & WATER SERVICE	LS	\$16,705.00	1	0	\$0.00	1	\$16,705.00
CO	3	59	9000.000	LAVATORY - FAUCET	L S	\$552.00	1	0	\$0.00	1	\$552.00
CO	4	60	1	CONCRETE SEALER	LS	\$5,390.00	1	0	\$0.00	0	\$0.00
Contract Change Totals:									\$4,821.00		\$90,259.25

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date
1	CO	Addition of Bid Alternate 1 to the Contract	\$4,821.00	\$73,002.25
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	\$0.00	\$16,705.00

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date
		made further away from the new warming house adding cost for additional dewatering and additional pipe footage.		
3	CO	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.	\$0.00	\$552.00
4	CO	Sealing of all concrete sidewalks, aprons and rinks.	\$0.00	\$0.00

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

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



Brainerd Park Board Agenda Request

Requested Meeting Date: October 26, 2021

Title of Item: Approve SPRA Application, Lum Park Master Plan, and Design Standards

☐ INFORMATION ONLY ☒ ACTION REQUESTED	Action Requested: ☒ Direction Requested ☒ Discussion Item
Submitted by: City Engineer/Interim PW Director Sandy	Department: Parks and Recreation
Presenter (Name & Title): Mike Angland and Dave Reese, Widseth	Estimated Time Needed: 30 Minutes
Summary of Issue: Attached to this request is a draft final submission for the SPRA Application for Lum Park Road. Staff has also attached some of the items that the Park Board referenced at the last design standard workshop, including historical signage ideas, and updated version of Lum Park Master Plan including viewing areas for Ski Loons, historical markers, and an expanded campground area. We also included the draft design standard document you all received a couple of meetings ago for reference.	
Alternatives, Options, Effects on Others/Comments: The Park Board should review the examples of historical signage to give Widseth some feedback on which ones to include in the standards. Staff would also like the board to review the SPRA application and approve it, as it is due November 1st. If the board has feedback on these items, we would still like the approval, with the understanding that staff would update the application and submit it before the deadline.	
Recommended Action/Motion: Staff would like direction on the historical signage, review/discussion of the improved and revised Lum Park Master Plan, and formal approval of the draft SPRA application as proposed in the packet.	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☒ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	

2021 State Park Road Account Funding Proposal

for

Minnesota Department of Natural Resources (DNR)
Access to Rice Lake, Brainerd, MN

Submitted by:

Widseth

On behalf of the City of Brainerd

10/19/21

The logo for Widseth, featuring the word "WIDSETH" in white, uppercase, sans-serif font. A small green square is positioned above the letter 'i'. The text is centered within a dark blue rectangular background.

WIDSETH

October 19, 2021

Mr. David B. Sobania
Administrative Engineer
Minnesota Department of Natural Resources
Via Email: Dave.Sobania@state.mn.us

RE: 2021 State Park Road Account – Rice Lake Public Access, City of Brainerd, Lum Park

Dear Mr. Sobania,

The City of Brainerd is seeking a \$143,000.00 grant from the State Park Road Account (SPRA) for improvements to the roadway leading to the Department of Natural Resources (DNR) public boat launch and DNR fishing pier on Rice Lake. The road is off Highway 210 and 14th Ave NE and Lum Park Road. This road to the DNR Public Access is seeing increased use over the past few years and it's important to keep it in a good and safe condition.

The DNR public boat launch and DNR fishing pier on Rice Lake is used 12 months out of the year by residents and tourists for both recreation and fishing purposes. The roadway is in poor condition due to its heavy traffic to the DNR public boat launch, DNR fishing pier, and the City of Brainerd's Lum Park. There is only one public access on Rice lake. This road is the only entry to that DNR public boat launch and DNR fishing pier on Rice Lake.

The City of Brainerd is committed to improving access to Rice Lake. If you have any questions, please contact me.

Sincerely,

City of Brainerd

1. Brief Project Description:

The City of Brainerd is requesting \$143,000.00 from the State Park Road Account (SPRA) of the Minnesota Department of Natural Resources (DNR). These funds will be used to improve access to the DNR public boat launch and DNR fishing pier at Rice Lake in Brainerd, Minnesota. The City of Brainerd is proposing to reconstruct Lum Park Road, also known as 14th Avenue NE. The current road conditions have been deemed to be in poor condition. Reconstruction will encompass 1,175 feet, starting at the intersection of Minnesota State Highway 210 and 14th Ave NE, then going north and east on Lum Park Road. The final 550 feet from to the DNR Public Access will be repaved. The City is requesting 100 percent of the construction costs for this project.

Rice Lake is part of the Mississippi River and located in the northeast corner of the City of Brainerd in Crow Wing County, Minnesota. The DNR public boat launch and DNR fishing pier on Rice Lake are located directly adjacent to the City of Brainerd's Lum Park. This is a popular city-owned park with a campground, public beach, and other recreation opportunities. The DNR public boat launch, DNR fishing pier, Lum Park Campground, and Lum Park Day-Use Area is accessed by 14th Ave NE and Lum Park Road.

The Lum Park Road conditions are poor with longitudinal and transverse cracks due to the heavy year-round traffic. The City of Brainerd maintains these roadways, although the road gets heavy use from DNR traffic, and is requesting funding for improvement of damage.

Since the DNR public boat launch and DNR fishing pier are adjacent to Lum Park, many campers of the Lum Park Campground enjoy Rice Lake. The campground has 18 sites and is managed and maintained by the City of Brainerd. The campground is utilized 12 months out of the year by campers. Use has increased recently, with the City of Brainerd recording an 83 percent increase in usage in the month of June, between the years of 2018 to 2021.

Rice Lake and Lum Park is a popular destination for local residents because of all the amenities available. Each year a local water-skiing group performs several shows utilizing the DNR public boat launch. The 14th Ave NE and Lum Park Road roadway is the only public access to the 418-acre Rice Lake, which is well known for Northern Pike and Large Mouth Bass. The DNR public boat launch is used year around for ice fishing and fish house access.

It is critical this roadway be improved to enhance the safe and reliable access to the DNR public boat launch and DNR fishing pier on Rice Lake. With vehicles towing boats, campers, and other recreation vehicles to Rice Lake and Lum Park this roadway needs SPRA funding to bring it up to an acceptable standard to the amount of use.



The map above indicates where the DNR public boat launch and DNR fishing pier are on Rice Lake, in Brainerd, MN.



The image above shows the deep longitudinal cracks that pose a safety issue on Lum Park Road (14th Avenue NE).

2. Safety Improvements:

The Lum Park Roadway reconstruction will correct poor road conditions. In its present condition the road has many longitudinal and transverse cracks. This uneven road surface is unsafe, and accidents could occur when vehicles towing boats, fish houses, or trailers catch a tire on the edge of the uneven roadway. Vehicles can be damaged if a tire gets caught on an edge of a longitudinal crack. It is essential to improve this roadway for the many heavy vehicles traveling to the DNR public boat launch year-round. The boat launch drive is estimated to have been paved more than 25 years ago. It is weathered and porous with ongoing loss of gravel from heavy usage.

The City of Brainerd is proposing a full-depth reclamation of 14th Ave NE and Lum Park Road starting at State Highway 210 intersection and going 1,175 linear feet. The City is also proposing repaving the boat launch drive of 550 feet. These improvements will meet Park Road design standards including 30 mph design speed, 12-foot wide travel lanes, 1:4 in-slope, 10-foot wide clear zone, and 7-ton design strength. The City of Brainerd desires a solution that will enhance safe access to Rice Lake's DNR public boat launch, DNR fishing pier, and amenities.

3. Amount of Traffic Directly Related to Recreational Site:

There are two types of users for Lum Park Road. First, campers who use the roadway to the campground. Second, day-users that use the roadway to access to the beach, two large pavilions, two sand volleyball courts, two picnic shelters, the playground, and restrooms at Lum Park on Rice Lake. These are important community amenities in a city of more than 13,000 residents.

The City reports steadily increased usage of the campground. Including an 83 percent increase in campground users during the month of June from 2018 to 2021. In 2020 the campground was closed three months due to the pandemic and still had increased use. Assuming that the average camper stay is two nights and each camper makes two trips on Lum Park Road, we estimate the number of trips campers made on the roadway in the table below.

Year	Number of Trips by Campers on Lum Park Road
2018	1,139
2019	1,191
2020	947 (closed 3 months)
2021	1,357

In addition to the campground traffic, the City of Brainerd recorded about 5,750 event attendees in 2021. This includes 3,950 day-users to the pavilions in 2021 and four water ski shows in 2021, that brought approximately 1,800 spectators to Lum Park. This would account for 11,500 trips on Lum Park Road in 2021, so far.

State Highway 210 has 11,800 daily vehicles where 14th Ave NE intersects to access Lum Park (2019, MnDOT). Many of the local residents come from the Brainerd and Baxter communities to use the DNR public boat launch and DNR fishing pier and are not accounted for. Lum Park and Rice Lake are heavily utilized by local residents, out-of-state tourists, campers, and people visiting the day-use area. There are 29 parking spaces at Rice Lake Public Access. The parking accommodates trucks with trailers for the boat launch, and single vehicles for swimmers.

Community	Population	Distance from Lum Park
Brainerd	13,373	0 miles
Baxter	8,202	5.5 miles
Local Area Lum Park Road Users: Approximately 21,575		

4. Enhancements to Rice Lake and Lum Park:

This SPRA funding will allow the City of Brainerd to enhance the quality of 14th Ave NE and Lum Park Road as well as the boat launch drive for its residents and tourists. Lum Park is a popular park within Brainerd as it offers a swimming beach, campground, disc golf, pavilion, picnic shelters, playground, restrooms, and sand volleyball court. This road improvement will also help the City make other improvements to Lum Park according to the City's Park Master Plan.

In addition to road improvements, the City intends to complete storm sewer rehabilitation and stormwater runoff treatment. The City also plans for construction of bituminous trail that will access the planned Cuyuna Regional Trail System, and additional parking for day-users. All of these are local costs for enhancements that will be covered by the City of Brainerd.

5. Local Cost Share:

The Preliminary Cost Estimate of the proposed reconstruction improvements is \$143,000.00. The City of Brainerd is requesting 100 percent of the construction costs come from SPRA funding for this project. Considering the 21,575 of local users, this is an investment of only \$6.63 per person. This investment will be used for 15 years making it even more cost efficient for state funding.

The Local Cost Share of \$ [REDACTED] will be contributed by the City of Brainerd. This will include professional services such as engineering, legal, environmental, administrative, geotechnical, and testing. Additional local investment will be made by implementation of the Master Park Plan, which is currently being developed.

Given the heavy usage of Rice Lake's DNR public boat launch and DNR fishing pier, improving Lum Park Road is critical. SPRA funding is necessary to complete this project and assure there is a safe and reliable roadway to access Rice Lake. Traffic on Lum Park Road is increasing year to year. The condition of the roadway will only deteriorate further in its current poor condition.

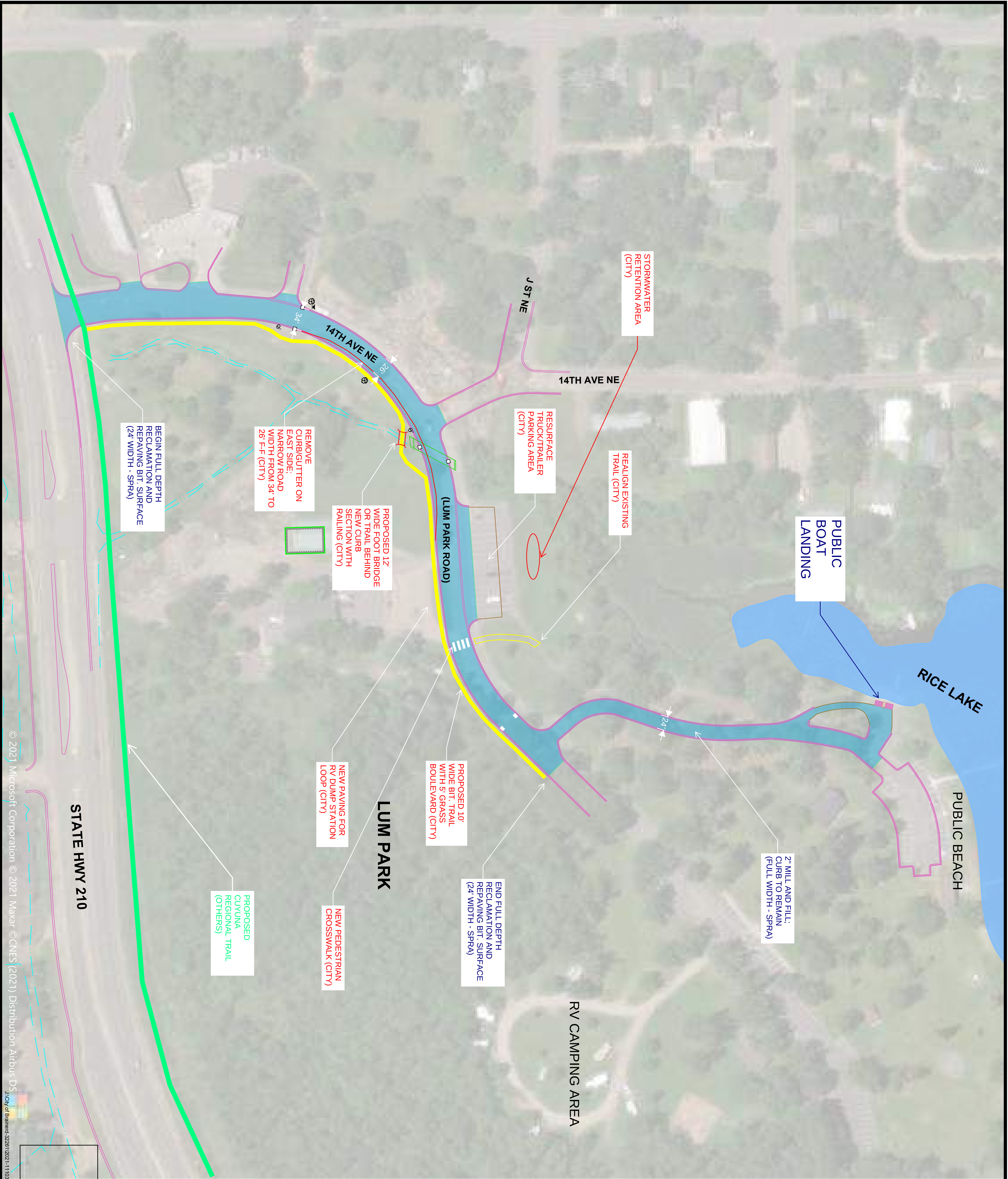
ATTACHMENTS:

- A. Detailed Cost Estimate & Project Plan (2 pages)
- B. Google Earth Map with Project Location and Alignment
- C. Detailed Project Location Map
- D. Dimensioned Drawing of Existing and Proposed Typical Road Cross Sections
 - Photos (3 pages)
- E. Letter of Support from City Engineer
- F. Letter of Support from DNR Unit Manager
- G. Letter from County Engineer

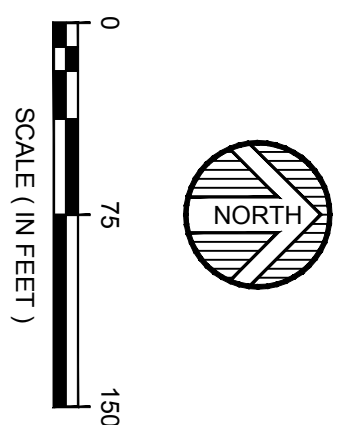
PROPOSED STATE PARK ROAD ACCOUNT PROJECT
LUM PARK ROAD/BOAT LAUNCH DRIVE CITY OF BRAINERD CROW WING COUNTY
Estimate of SPRA Eligible Construction Cost
OCTOBER 14, 2021

ITEM NO.	NOTES	SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED UNIT PRICE	ESTIMATED CONSTRUCTION TOTALS	
						EST. QTY.	AMOUNT
1		2021.501	MOBILIZATION	LUMP SUM	\$10,000.00	1	\$10,000.00
2		2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$130.00	10	\$1,300.00
3	1	2215.504	FULL DEPTH RECLAMATION	SQ YD	\$2.25	4050	\$9,112.50
4	2	2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	\$5.00	1350	\$6,750.00
5		2360.509	WEARING COURSE MIXTURE (2" - MILL/FILL; 3.5" - LUM PARK ROAD)	TON	\$85.00	1025	\$87,125.00
6		2563.601	TRAFFIC CONTROL	LUMP SUM	\$5,000.00	1	\$5,000.00
7		2573.503	SILT FENCE, TYPE MS	LIN FT	\$3.00	1000	\$3,000.00
8		2582.503	4" SOLID LINE PAINT	LIN FT	\$0.40	2350	\$940.00
9		2582.503	4" DOUBLE SOLID LINE PAINT	LIN FT	\$0.40	1,175	\$470.00
NOTES 1. LUM PARK ROAD 2. LUM PARK BOAT LAUNCH DRIVE				TOTAL ESTIMATED CONSTRUCTION COST			\$123,697.50
				CONTINGENCIES (15%)			\$18,554.63
				SUBTOTAL CONSTRUCTION (ROUNDED)			\$143,000.00

Attachment A-1
2021 State Park Road Account
Rice Lake Public Access



LUM PARK ROAD
City/SPRA Project
CITY OF BRAINERD



Attachment A-2
2021 State Park Road Account
Rice Lake Public Access

SHEET NO. 1 OF ###	LUM PARK ROAD SPRA PROJECT CITY OF BRAINERD BRAINERD, MN	DATE:	AUGUST 2021	DATE	REV#	REVISIONS DESCRIPTION	BY	I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
		SCALE:	AS SHOWN					
		DRAWN BY:	NCP					
		CHECKED BY:	DSR					
	C-XR-2021-11103 - SITE PLAN	JOB NUMBER:	2021-11103					VALUE DATE: MM/DD/YYYYIC, NO. VALUE

Attachment B

2021 State Park Road Account

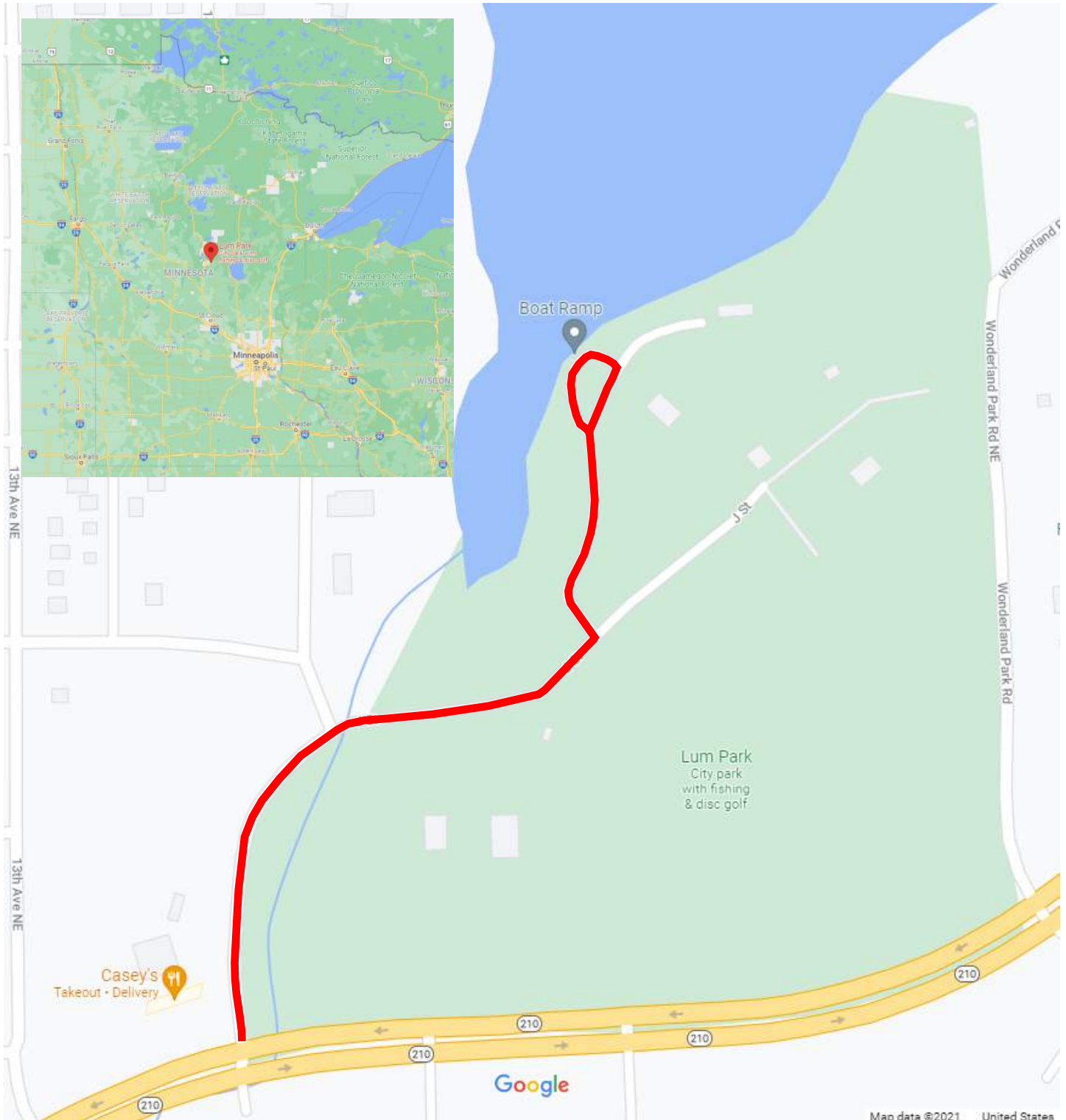
Rice Lake Public Access



Attachment C

2021 State Park Road Account

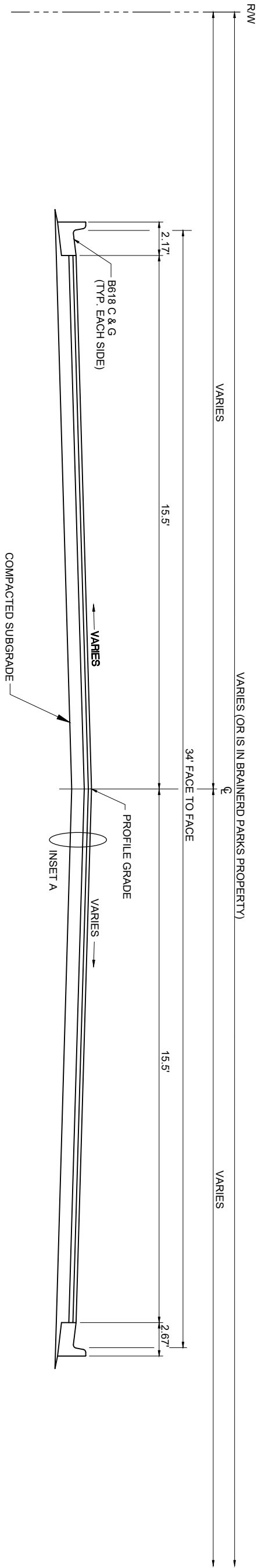
Rice Lake Public Access



Legend

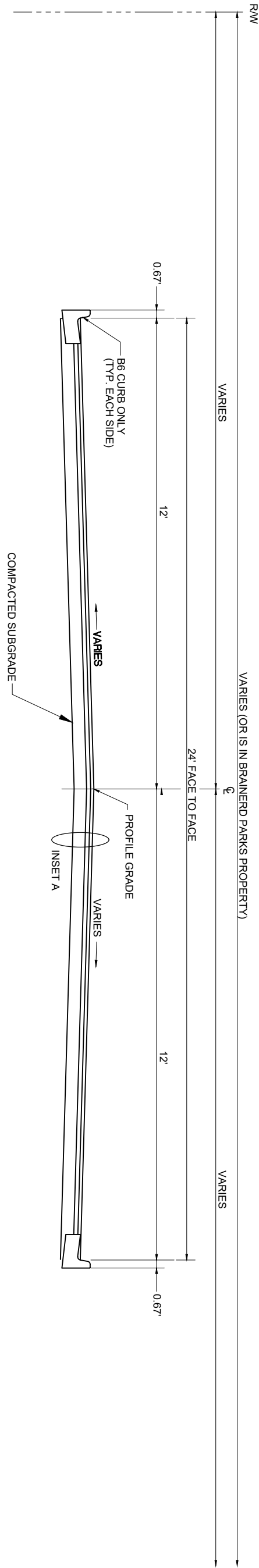
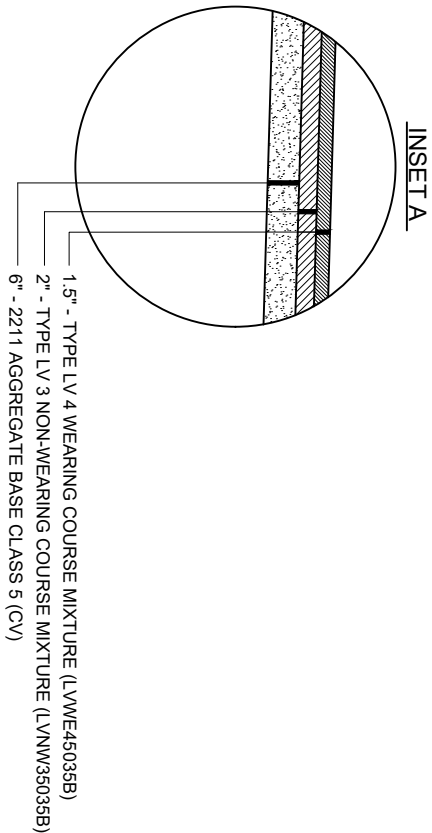
 14th Ave NE and Lum Park Road

WIDSETH



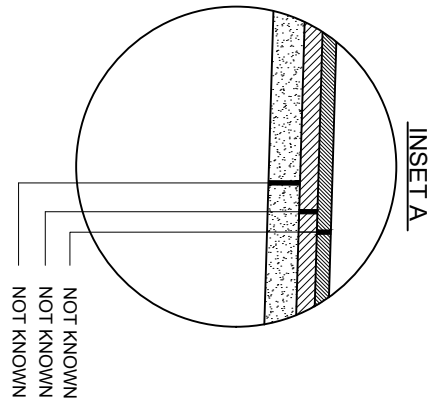
TYPICAL SECTION (EXISTING)

LUM PARK ROAD



TYPICAL SECTION (EXISTING)

LUM PARK BOAT LAUNCH DRIVE



Attachment D

2021 State Park Road Account

Rice Lake Public Access

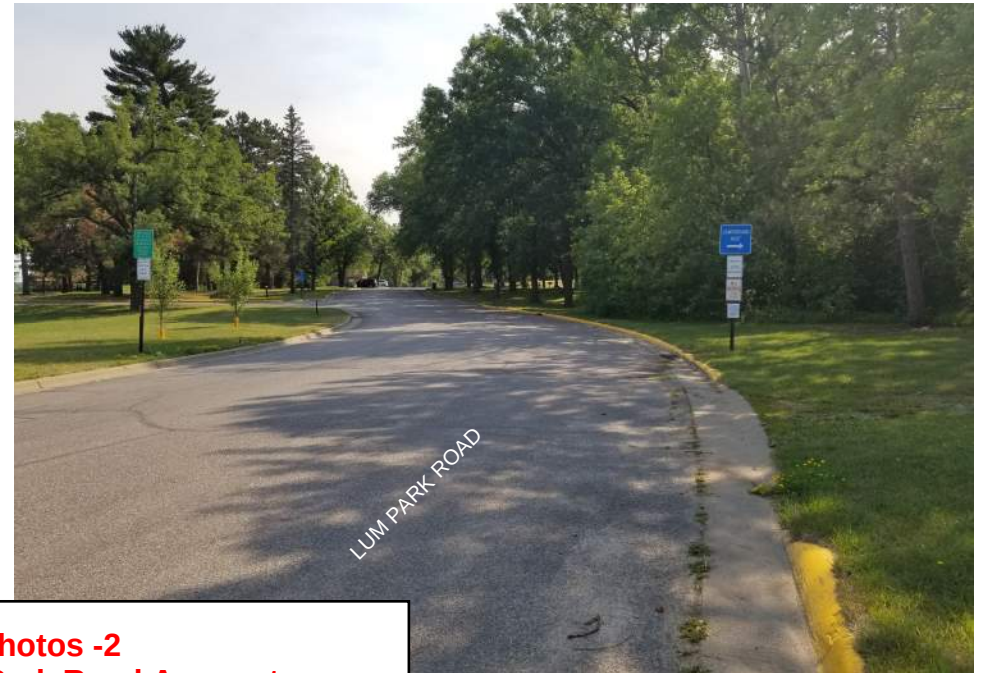
BY	REVISIONS DESCRIPTION	REV#	DATE

DATE:	AUGUST 2021
SCALE:	AS SHOWN
DRAWN BY:	NCP
CHECKED BY:	DSR
JOB NUMBER:	2021-11103

LUM PARK ROAD SPRA PROJECT
CITY OF BRAINERD
BRAINERD, MN
TYPICAL ROADWAY SECTIONS (EXISTING)



Photos -1
2021 State Park Road Account
Rice Lake Public Access



Photos -2
2021 State Park Road Account
Rice Lake Public Access









Mississippi River State Water Trail
Richards Park to Crow Wing State Park Landing



The Mississippi River State Water Trail is a scenic route that follows the Mississippi River from Richards Park to Crow Wing State Park Landing. The trail is approximately 10 miles long and offers a variety of recreational opportunities, including fishing, boating, and hiking. The trail is well-maintained and provides a safe and enjoyable experience for all visitors. The trail is a great way to enjoy the beauty of the Mississippi River and the surrounding area.





Meadowlake River State Water Trail Kewanee Park to Crow Wing State Park Landing



The Meadowlake River State Water Trail is a scenic route that follows the river from Kewanee Park to Crow Wing State Park Landing. The trail is suitable for canoeing and kayaking. The river is surrounded by lush greenery and trees. The water is calm and clear. The trail is a great way to enjoy nature and the outdoors.



About Your Trip



Trip Planning & Safety

PLAN YOUR TRIP

Check the weather forecast before you go. The river can be very cold and the weather can change quickly. Bring a life preserver and a whistle. Tell someone where you are going and when you will be back.

TRAIL INFORMATION AND USE

ADDITIONAL USE INFO

WATER CLOSURES

WATER QUALITY

WATER LEVELS

WATER TEMPERATURE

WATER FLOW

WATER CLARITY

WATER COLOR

WATER TASTE

WATER SMELL

WATER SOUND

WATER VIBRATION

WATER PRESSURE

WATER TEMPERATURE

WATER FLOW

WATER CLARITY

WATER COLOR

WATER TASTE

WATER SMELL

WATER SOUND

WATER VIBRATION

WATER PRESSURE



MILFORD MINE MEMORIAL PARK



CROW WING COUNTY



Exploratory Drill Hole



Drilling was used to explore the extent of the ore body, to determine both its depth and lateral position. Here, at the Milford Mine, exploratory drilling began in 1912 and continued through 1917. A map of the mine property shows 48 exploratory drill holes. The locations of most of these holes are in present-day Milford Lake and the adjoining wetlands. Inside the cedar fence you can see the casing of an exploratory drill hole labeled #551.



You Are Here
Exploratory Drill
Hole #551

Exploratory drilling was the first step in identifying the extent of ore deposits on the Cuyuna Iron Range.

Photo courtesy of the Cuyuna Iron Range Heritage Network



CROW WING
COUNTY
MINNESOTA

Milford Mine Memorial Park





The Cuyuna Iron Range

The Cuyuna Iron Range is a large area of iron ore deposits in the Cuyuna National Recreation Area. It is one of the largest iron ore ranges in the world. The range is located in the northwestern part of Minnesota, near the Canadian border. The range is a popular destination for hikers and nature lovers. The range is also a source of iron ore for the steel industry.

Millford Mine Memorial Park

Millford Mine

The Millford Mine was a large iron ore mine located in the Cuyuna National Recreation Area. It was one of the largest iron ore mines in the world. The mine was operated by the Minnesota Iron Mining Company. The mine was closed in 1960. The mine is now a popular destination for hikers and nature lovers. The mine is also a source of iron ore for the steel industry.

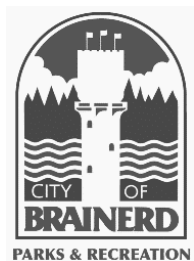
Millford Mine Memorial Park

The Millford Mine Disaster

The Millford Mine Disaster was a major disaster that occurred in 1916. It was one of the deadliest disasters in the history of the iron mining industry. The disaster occurred when a large section of the mine collapsed, killing 126 miners. The disaster was caused by a combination of factors, including poor safety practices and a lack of proper ventilation. The disaster led to the passage of the Federal Mine Safety and Health Act of 1970.

Millford Mine Memorial Park



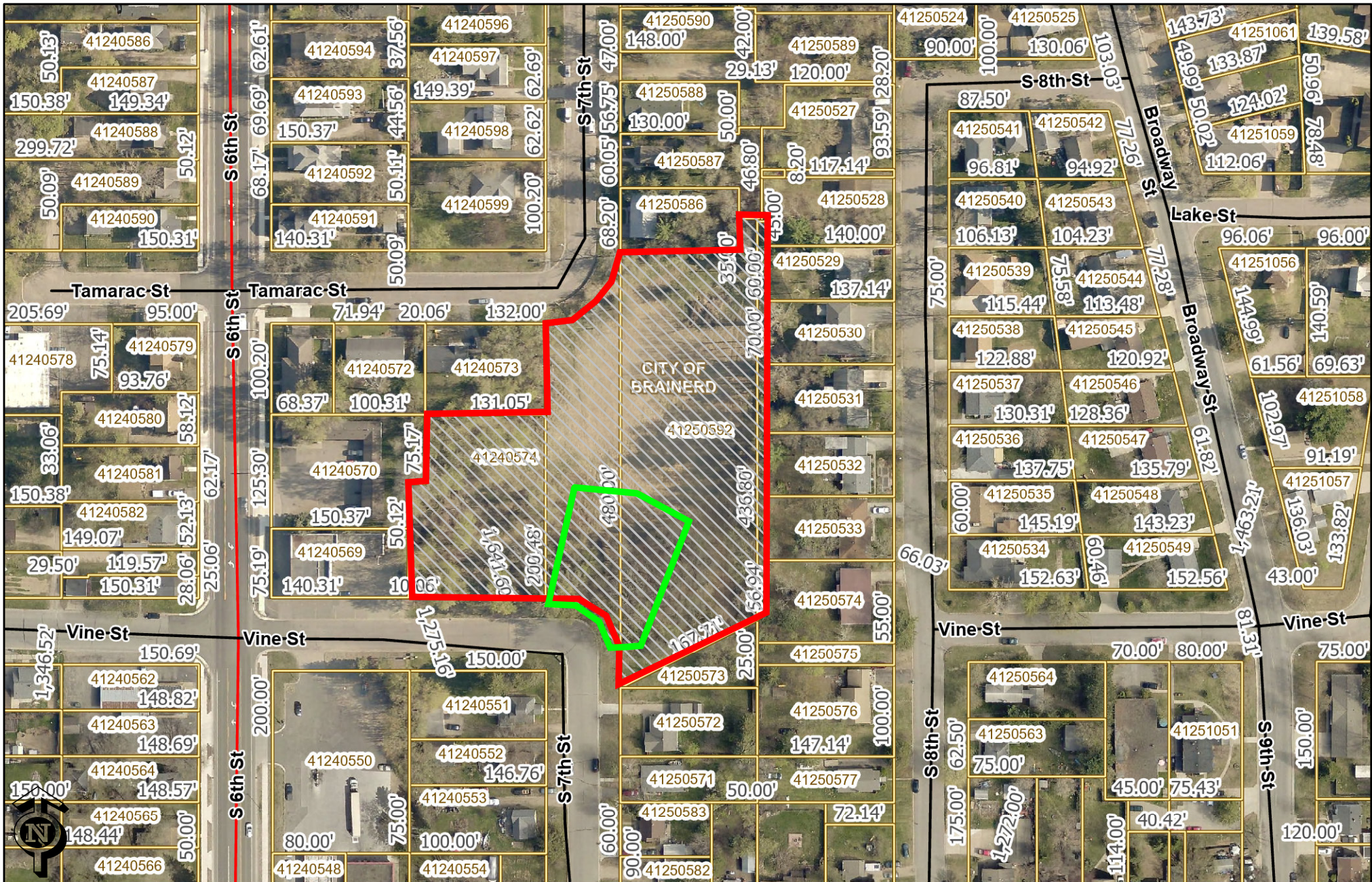


Brainerd Park Board Agenda Request

Requested Meeting Date: October 26, 2021

Title of Item: Discussion on Hitch Wayne Park Improvements

☐ INFORMATION ONLY ☒ ACTION REQUESTED		Action Requested: ☒ Direction Requested ☒ Discussion Item	
Submitted by: City Engineer/Interim PW Director Sandy		Department: Parks and Recreation	
Presenter (Name & Title): City Engineer/Interim PW Director Sandy		Estimated Time Needed: 15 Minutes	
Summary of Issue: There has been some discussion on small improvements to Hitch-Wayne Park to allow for sledding opportunities in the winter months.			
Alternatives, Options, Effects on Others/Comments: The improvements identified would be to do some clearing of brush (and some larger oak trees) to allow for a clear sledding hill off of the corner of Vine Street and S 7th Street. Staff did some recon of this area, and found that the improvements should be fairly straight forward. Attached on the map, you will find the boundaries of Hitch-Wayne Park in red and the area in which staff is identifying for clearing. The east side of the hill is lesser slope and would be more suited for younger ages. The west side of the hill, which is already quite clear, would be for more experienced sledders and is steeper. Once the large trees are removed, staff has in the past, and can rent, a brush hog to brush out the buckthorn, etc to open up the hill for sledding this winter. Other ideas are to include a sled rack somewhere, and maybe some point in the future, a carousel to bring sledders back up the hill.			
Recommended Action/Motion: Direct staff to clear a sledding hill at Hitch Wayne Park, as per the identified aerial photo.			
Financial Impact: Is there a cost associated with this request: ☒ Yes ☐ No What is the total cost, with tax and shipping \$ <u>Staff time and equipment rent</u> Is this budgeted? ☒ Yes ☐ No <u>Please Explain:</u>			



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Hitch-Wayne Park

Paul Sandy

Date: 10/21/2021 Time: 3:15:13 PM













PARKS DEPARTMENT MAINTENANCE AND RECREATION REPORT

October 26, 2021 PARK BOARD MEETING

Recreation Report

Recreation

All fall sports are official complete. Plaques for fall sports champions and runner-Up are in the process of being created.

Youth and adult pond hockey are open for registration.

- Youth pond hockey is ages 7-10 and ages 11-15. If we receive enough registrations, we would be collaborating with Nisswa Parks and Recreation to create a schedule.
- Adult pond hockey is typically ages 15 and up. This pond hockey format is 4 on 4 using mouse hole goals at Bane Park, with no officials.
-

We have posted jobs on Neogov for online applications for Warming House Attendant (we usually hire around 7, minimum age is typically 15) and Pond Hockey Official. Coaches for youth pond hockey are volunteer and we are looking

Special Events



Great Pumpkin Festival went very well, we had over 1,000 attendees. Huge thanks to Hannah Schubert and Kara Schaefer for helping Recreation Coordinator Kaufman set up and tear down after the event. Staff believes by asking many different organizations and service clubs to be involved it added a whole new value and meaning behind community togetherness. We were able to give away \$200 worth of pumpkins ~ 50 for free thanks to Baxter Walmart. Brainerd Lakes Women of Today made \$1,000 (selling concessions), Brainerd High School Choir made over \$500 (selling pumpkins donated by Boysnberries), and after speaking to other vendors they all made or met their objectives, and everyone said they would be back next year for sure! All except Bill Musel who announced this would be his last year announcing (trying to retire).

At the Great Pumpkin Festival we launched the Community Wide Rethink Your Drink Campaign, handed out 50 water bottles, and received 50 emails to check in with how they are doing with their pledge to drink more water. Also, the plaque for the water bottle filler was installed if you haven't had a chance to check it out, here it is:

Howl-O-Ween; Canine Costume Contest and Tricks for Treats at the Buster Dog Park on October 31, 2021, from 1 -3 p.m. We will be giving away gift certificates for pampered pets and homemade pumpkin dog treats. There will also be a photographer there at the park taking photos for free.



Parks Maintenance Report

Gregory Park Parking Issue

Per direction at the last Park Board meeting, staff has removed the bituminous driveway into Gregory Park so that illegal parking can no longer occur in the park. The plan was to place topsoil and seed it this fall; however, the change of seasons came up on us quickly. Staff elected to replace with gravel so the driveway holds together over the winter for maintenance purposes but will then be removing the gravel and replacing with topsoil in the spring of 2022, which will inevitably lead to planting grass in this area.

Lakes Area Skate Park Event

At the City Council meeting on October 18th, the City Council approved an event in the City Hall parking lot for the Lakes Area Skate Park Association. This event, called the Tricks and Treats Skateboard Event, will have skateboard lessons, a skateboard contest, raffle, and a costume contest. The event is hosted on Halloween from 12 PM – 3 PM. Brainerd Community Action is the fiscal host and event sponsor of this group, in who are trying to garner support and funding for a skate park in Brainerd.

Brainerd Bees Meeting

City Staff, along with Mayor Badeaux, met with representatives from the Brainerd Bees. The purpose of the meeting was to discuss the potential future use of Mills Stadium for Brainerd Bees home games and logistics around use of parks equipment to work fields during games, future improvements to the stadium, and other items. Representatives from the Bees will be invited to the November Park Board meeting to discuss these items with the full Board.

Memorial Park Final Walk Through

Staff walked through the Memorial Park Project with WSB staff to generate a punch list of items for the contractor to address or complete before winter. These items will be addressed so that final closeout of the project may occur sometime during the winter months.

Maintenance Department Update for October

- Winterization of all buildings and irrigation lines in all parks.
- Prepping all athletic fields for winter.
- Painted over graffiti on bridge. Repaired vandalized bathrooms at Gregory Park.
- Cleaned out bandstand for needed storage.
- Assembled and mounted 4 picnic tables for new pavilion at Memorial Park.
- Winterized splash pad.
- Removed and stored all advertising banners.
- Weeded and mowed.
- Added necessary hardware to mount lights around Gregory Park Rink.
- Pumpkin fest pre and post work.
- Putting away all picnic tables and trash receptacles.
- Pulled boat and swimming docks.
- Removed volleyball nets.
- Removed needles and leaves from rinks in preparation for flooding.
- Pressure washed all garbage cans.