

PARK BOARD

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Tuesday, November 23, 2021 @ 4:00pm

The public is invited to attend this meeting in person

Attend by phone: 1-844-992-4726 Meeting Access Code: 2485 021 0559

Meeting is also streamed live on YouTube: www.youtube.com/CityOfBrainerdMN

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 Regular Meetings held on September 28, 2021, and October 26, 2021.

Documents:

092821 Park Board draft minutes.pdf

102621 Park Board draft minutes.pdf

B. **Approval Of The Disbursements**

Month of November 2021

Documents:

112321 November Disbursements.pdf

C. **Financial Reports**

October Financials

Documents:

2021 October Financials.pdf

6. **Presentations**

Documents:

Brainerd Bees.pdf

7. **Unfinished Business**

A. **Discussion Of Lum Park Master Plan And Design Standard Deliverables**

Documents:

Master Plan and Design Standard Deliverables.pdf

B. **Update On Memorial Park Construction**

Documents:

MMP Construction Update.pdf

8. **New Business**

A. **Discussion Of Gregory Park Christmas Tree**

Documents:

GGP Christmas Tree.pdf

B. **Discussion Of Master Architect Contract For Capital Park Improvements**

Documents:

Master Architect Contract.pdf

C. **Approve Campground Rates For 2022**

Documents:

Campground Rates.pdf

9. **Public Forum**

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

10. **City Administrator Report**

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

October Department Reports

Documents:

2021-11-23_Recreation and Maintenance Report.pdf

12. **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"

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

Present were President Kevin Yeager, Tim Boeder, Troy Rushmeyer, Kara Schaefer, Andrew Shipe, and Park Board Liaison Dave Badeaux. Also noted present were City Engineer Paul Sandy, Recreation Coordinator Katie Kaufman, City Administrator Jennifer Bergman, HR Director Kris Schubert, and Chris Sonmor from WSB.

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 RUSHMEYER AND SHIPE, DULY CARRIED, TO APPROVE THE AGENDA WITH THE ADDITION OF ITEM 7C - RESIGNATION OF JESSE SANDERS.

Approval of the Consent Calendar - Approved

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

- A. Approval of the Minutes of the Special Meeting held on June 8, 2021, and the Regular Meetings held on July 13, 2021, and July 27, 2021**
- B. Approval of the Disbursements for September 2021**
- C. Approval of the August 2021 Financials**

Unfinished Business

Update on Memorial Park Construction - Discussion

Mr. Sonmor said there are a few miscellaneous punch list items to be completed. Mr. Rushmeyer asked if the Board had decided to put anchors in the concrete for the pickleball courts. Mr. Sonmor thought they looked at a portable system. The Board asked Mr. Sonmor to research the different options and report back. Mr. Rushmeyer said there was a lot of water standing around the big rink after the heavy rain we had a couple weeks ago. He asked if it was because of the heavy rain or if it is an area that is too low. Mr. Sonmor said they depressed that area for flooding the pleasure rink but they have been talking with Mr. Sandy and Maintenance Foreman Harris about bringing the ground level up a bit more. Mr. Harris would prefer that it is very shallow or flat because the depression can cause cavities when they flood. Mr. Yeager asked about possible safety issues with the water depth of the large retention pond following a heavy rain. Mr. Sonmor stated the larger pond originally had drain tile and rock trenched in that had become really silted up, which WSB corrected. He is getting quotes for Mr. Harris on different pump options and said the pond should drain down within 48 hours following a big rain event. Mr. Sandy said the large pond is pumped to the other pond close to the warming house, and then outward through the

ditch. The ditch is silted in already and he spoke with the Street Department about dredging it next summer and taking it down a little bit to try to put a larger culvert under the driveway which would help with parking lot drainage. The Park Board has talked about redesigning the main parking lot to reduce the impervious surface and the amount of water coming that way. Maintenance has had some long-standing issues with the softball fields flooding, so they want to look at how that whole area drains. Mr. Boeder commented on how bright the outside warming house light is, and it has been on whenever he drives by the park. Mr. Sonmor will make sure the outside warming house lighting meets the City's lighting standards and the timer is set properly.

Approve Buster Park Shelter Material Quote - Discussion

Staff and the Park Board reviewed a material quote at the July 13 meeting and opted to wait to see if prices would come down. The cost at that time was around \$13,500 and the Park Board was given the option to fund the project using \$7,000 that is budgeted from the Capital Improvement Fund and pay for the rest from the Park Dedication Fund. Mr. Yeager got an updated materials quote that is substantially lower and Mr. Sandy is looking for discussion. If the Park Board wants to move forward, staff will build the gazebo this winter and install it next spring. Mr. Yeager asked if the Board should take one more look at other options, perhaps a prebuilt structure that might not be less money but easier on staff as far as tying up our own resources to build it. He offered to do more research on the Park Board's behalf. Mr. Rushmeyer asked about getting quotes from other lumber companies. Board members agreed to explore other options including another material bid from another vendor.

Update and Discussion on Gregory Park Illegal Parking – Approved

At the March 23 meeting the Park Board elected to install "No Parking" signs in Gregory Park in response to concerns from Northside residents about people parking in the park. Other options included installing a gate, enforcement from the Police Department, or striping a couple of parking spots. Mr. Yeager is concerned about the aesthetics of having cars parked in the core of the park and reported that one out of three vehicles drives down the sidewalk and parks directly next to or on the grass next to the warming house. Tennis teams use the asphalt area and practice wall for warm-ups; allowing cars to park there would render that area useless for its original purpose. Discussion followed. It was decided to remove the pavement between the practice wall and the street and plant grass there which should discourage the public from using it as an access and parking area.

MOVED AND SECONDED BY MEMBERS SHIPE AND SCHAEFER, DULY CARRIED, TO REMOVE THE ASPHALT FROM THE TENNIS COURT TO 5TH STREET AND PLANT GRASS THIS FALL, AND PAINT HOPSCOTCH OR FOUR SQUARE ON THE ASPHALT AREA.

Discussion of Design Standards and Lum Park Master Plan - Discussion

Mr. Sandy asked if there was anything with either project the Park Board would like to discuss before meeting with Widseth again. Mr. Yeager said they are looking for big items that need to be added, removed, or changed, to have on the radar for future meetings.

On the Lum Park Master Plan, Ms. Schaefer mentioned keeping the stone circle from a historic aspect. Mr. Rushmeyer is interested in increasing camping. Mr. Shipe mentioned a better viewing area for the Ski Loons shows. Mr. Yeager is hugely in favor of expanding the campground area, especially the area where the buildings are. He loves the idea of a killer beach and beach house. He asked Ms. Finch to report on the 2021 campground revenue which stands at \$12,000 more than any previous year. Mr. Shipe commented favorably on the low cost amenities that were included in the design to encourage more people to use the space. He added that he has seen

more people at Triangle Park in the past month than the entire time he has lived in north Brainerd. Overall, board members are very pleased with the plan for Lum Park as presented. There were no comments on the Design Standards.

New Business

Approve Revised Job Descriptions for Public Works Department - Approved

Ms. Schubert asked for feedback on revised job descriptions for the Public Works Department. Red-line versions showing proposed changes were included in the packet. There were no questions, concerns, or comments from board members. Mr. Yeager deferred to staff's expertise with decision making and execution, stating he is very happy with the transition and how it has progressed so far. He is hearing good things and is happy with the direction. Ms. Schubert wanted to be sure that HR was on the same page and following the vision of the Park Board, especially with all the changes to Ms. Kaufman's job description. Mr. Boeder asked and Ms. Kaufman confirmed that she was very involved with her revised job description. The job descriptions will be presented to the City Council following the Park Board's recommendation.

MOVED AND SECONDED BY MEMBERS RUSHMEYER AND BOEDER, DULY CARRIED, TO ACCEPT THE UPDATED JOB DESCRIPTIONS AS PRESENTED.

Approve Additional Summer Recreation Aide Position in 2022 Budget – Approved

After a summer of working alone, navigating new expectations, and anticipating an increase in special events next year, Ms. Kaufman is requesting the addition of a Recreation Aide position and an increase of \$4,000 to the 2022 Parks temporary budget. This person would be her back-up in the event she is sick or needs someone there that isn't a concession worker, and for monthly special events when she needs an extra person. This person could also be utilized for tournament weekends and would alleviate the issue of part-time seasonal staff maxing out the number of days they are eligible to work. She doesn't know if we would use the entire \$4,000. If the Park Board approves this, Mr. Sandy will present it to the City Council and add it to the budget presentation.

MOVED AND SECONDED BY MEMBERS RUSHMEYER AND BOEDER, DULY CARRIED, TO ADD THE RECREATION AIDE POSITION TO THE 2022 BUDGET AS PRESENTED.

Resignation of Jesse Sanders

Ms. Schubert advised the Park Board that Jesse Sanders will be submitting a letter of resignation. She is requesting to backfill this Park Maintenance position as soon as possible and is looking for a motion to accept Mr. Sanders' resignation and start the process for a new hire.

MOVED AND SECONDED BY MEMBERS RUSHMEYER AND SCHAEFER, DULY CARRIED, TO ACCEPT WITH REGRET THE RESIGNATION OF JESSE SANDERS AND APPROVE THE PROCESS FOR A NEW HIRE.

Public Forum

The Chair opened and closed the Public Forum at 5:00 p.m.

September 28, 2021

City Administrator Report

Ms. Bergman reported the next City Charter Ordinance is before the City Council. They approved the first reading; the second reading will be held on Monday night along with a Public Hearing, and those changes include the Park Board chapter. The Charter Commission is now working on the Public Utilities chapter.

Ms. Bergman asked Mr. Sandy to report on the street light policy. Mr. Sandy said the Engineering Department is working with Brainerd Public Utilities on a street light policy. This might interest the Park Board when it comes to potential future lighting for parks and walkways.

Ms. Bergman said the City Council has set the preliminary levy at a 2% increase. They anticipate that will come down but the preliminary levy must be set before the end of September and the final levy in December. The final levy can go down but it cannot be higher than the preliminary levy.

The City Council will have several work sessions in October and November. On October 11 they will discuss the residential Zoning Code updates. On October 25 the Parking Commission will present its recommendations to Council. On November 8 Council will discuss the commercial part of the Zoning Code update as well as the estimated \$1.4M the City will receive from the American Rescue Plan. Department Heads have been asked for ideas on how those dollars could be used.

Ms. Bergman thanked the Park Board for participating in Brainerd's Sesquicentennial Bash that was held last Saturday at Gregory Park. She recognized Communications Intern Jessie Ernster for her hard work coordinating with many community partners for the week-long celebration. There were 26 community events held from Saturday, September 18 through Sunday, September 26. She also thanked Ms. Kaufman for helping at the event on Saturday.

City Engineer and Recreation Coordinator Report

Mr. Sandy recapped his written report. Ms. Schaefer asked for a vandalism update as compared to the previous year.

Ms. Kaufman recapped her written report. Mr. Yeager commented how refreshing it is to see reports like this compared to last year when the Board was cancelling things every meeting.

Mr. Badeaux would like the Board to review the 2023 budget before year-end.

Mr. Yeager recently spoke to the Kiwanis Club who has seen what Rotary is doing in the community. Club members would like to help with upcoming projects at Kiwanis Park and gave positive feedback on the good work the Park Board is doing.

Adjourn

MOVED AND SECONDED AT 5:17 P.M. BY BOEDER AND SCHAEFER, DULY CARRIED, TO ADJOURN THE MEETING.

Respectfully Submitted,

Kim Finch, Administrative Specialist

September 28, 2021

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

Upon roll call the following members were noted as present: Yeager, Boeder, Rushmeyer, Schaefer and Shipe. Park Board Liaison Badeaux, Recreation Coordinator Kaufman, City Administrator Bergman, Community Development Director Chanski, Chris Sonmor from WSB, and Mike Angland, David Reese, and Ashley Martel from Widseth were also noted as present. City Engineer Sandy was noted as absent.

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

Approval of the Agenda - Approved

MOVED AND SECONDED BY MEMBERS BOEDER AND SHIPE, DULY CARRIED, TO APPROVE THE AGENDA WITH THE ADDITION OF ITEM 7B – GREGORY PARK CHRISTMAS TREE.

Approval of the Consent Calendar - Approved

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

- A. 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**
- B. Approval of the Disbursements for October 2021**
- C. Approval of the September 2021 Financials**

Unfinished Business

Update on Memorial Park Construction - Discussion

Mr. Sonmor reported a few minor things to finish up and the pleasure rink area needs to be filled in for flooding purposes. He provided portable pickleball net system information to the Board. These are heavy, counter-weighted net systems that won't tip over as easily as cheaper versions and cost \$1,800 each plus shipping. Portable net systems avoid holes and penetrations in the hockey rink concrete. Mr. Rushmeyer thought they were going with an anchored system due to the potential for tripping when the wheels are down, and the possibility of theft. He asked if anchors would cause problems with the concrete, and if the Board could look at the cost difference and pros and cons of the portable versus the anchored systems. Mr. Yeager agreed that an anchored system lends itself to less risk and better overall appearance. More research will be done.

Mr. Yeager met with a vendor to get a price to have the Splash Pad sponsor pavers re-installed. The Splash Pad Fund will pay for this.

Discussion on Design Standards and Lum Park Master Plan, and SPRA Grant Application - Approved

Mr. Reese from Widseth has been working with Mr. Sandy and gave a detailed update on the State Park Road Account grant application to resurface Lum Park Road from Highway 210 to the boat landing. They are seeking \$143,000 from the DNR to cover some of the roadwork construction costs. They have letters of recommendation from the County Engineer and DNR Trails and Waterways and believe there is a good chance for funding. Funds will be awarded in April 2022 and there are no conditions attached to the grant. City Council approved funding for the grant application process. The road will be developed with the Lum Park Master Plan in mind. He asked if there were any questions regarding the grant application that is due November 1 and is seeking the Park Board's recommendation to submit the grant application.

MOVED AND SECONDED BY MEMBERS RUSHMEYER AND BOEDER, DULY CARRIED, TO APPROVE THE FILING OF THE SPRA GRANT APPLICATION.

Mr. Angland received Park Board feedback on the Lum Park Master Plan from Mr. Sandy, which included highlighting historic elements within the park system, finding additional capacity for camping, identifying and trimming trees for more viewing areas for the Ski Loons, and recommendations for a different model of hand dryer. Ms. Martel presented an updated rendering of the Lum Park Master Plan with additional campground parking and an expanded disc golf area that could alternately be used for more camping spots. Historic signage could be placed by the stone ring and the former main entry gate. Renderings modeled after what is being done at Kiwanis Park and the Milford Mine facility were provided, and design standards established by the Park Board will be incorporated. Mr. Rushmeyer would like an access in the southeast quadrant for people coming off the trail and/or tent camping. Mr. Yeager suggested a foot path from the main upper parking lot to the beach and pavilion area and prefers that most parking is further away from the beach. Mr. Shipe suggested having bags, horseshoes, and bocce ball along the foot path from the upper parking area to the beach. Mr. Badeaux voiced a concern about tying the two disc golf areas together somehow, especially if one of the holes in the original course is going to be moved and replaced by a retention pond.

New Business

Discussion on Hitch-Wayne Park Improvements - Approved

Mr. Yeager presented proposed improvements to the Big Sev sliding hill at Hitch-Wayne Park. Brushing and clearing would be self-performed by maintenance staff. Mr. Badeaux said Councilman O'Day brought this up for winter sledding and because of the condition of the park in the summer. Mr. Badeaux went there this summer and said it is like walking into a jungle. He said if this is designated as a park, we need to make it cleaner and safer and less conducive to unwanted activities. Mr. Yeager has a concern about collision points at the bottom of the hill with sleds coming from both directions. Ms. Schaefer asked if there is any concern about parking. She said that Vine Street gets packed on a good sledding day. Mr. Yeager responded that this represents exactly what the Parking Commission wants for parking; on-street parking not improved lots. He said the Park Board can look at this if a problem comes up but he doesn't see it as a problem. Mr. Rushmeyer asked if we had to worry about making it ADA accessible. The Board will direct staff to look into that. Ms. Schaefer doesn't want to clear all the trees. Mr. Badeaux and board members agreed that if it is going to be called a park people should be able to walk into it and see their surroundings from a safety standpoint. Better signage is needed, and maybe some lighting other than streetlights. Ms. Kaufman commented that CLC's Natural Resources program uses this area for nature class work. She didn't know if anything has been planted purposefully for pollinating

but can check with CLC. Mr. Chanski offered the services of City Tree Inspector James Kramvik to advise the Parks staff on any trees that should or should not be removed.

MOVED AND SECONDED BY MEMBERS RUSHMEYER AND BOEDER, DULY CARRIED, TO DIRECT STAFF TO CLEAR A SLEDDING HILL AT HITCH-WAYNE PARK AS PRESENTED. FEEDBACK FROM CLC MAY BE CONSIDERED, BUT SAFETY SHOULD SUPERCEDE OTHER USAGE.

Gregory Park Christmas Tree - Discussion

Mr. Yeager said the Board talked about the possibility of putting up a Christmas tree near the fountain at Gregory Park last year. They questioned if the fountain could bear the weight of a natural tree. Mr. Badeaux reported that Community Action has received inquiries again this year about using the fountain as a place to put a Christmas tree that can be seen from downtown. It came up as part of a discussion about redoing the downtown Christmas decorations. Mr. Badeaux researched options of lights in the shape of a tree. If this is something the Park Board is interested in Mr. Badeaux can continue to research. He got one quote for \$5,500 for a 25' tree with an 8' base. Board members were receptive to the idea and gave Mr. Badeaux the green light to move forward with research. He said preferably it would be privately funded and the Park Board would not be asked to pay for it.

Public Forum

The Chair opened and closed the Public Forum at 4:49 p.m.

City Administrator Report

Ms. Bergman reported the City will remove the 150th banners from downtown and replace them with the hometown holiday banners. The Parking Commission gave recommendations to the City Council that included increasing lot rents for parking spaces in city-owned lots and a discussion on parking meters which will be forwarded to the Safety and Public Works Committee. Revenues over expenses from both could be used to continue improvements in downtown Brainerd. She commended the Parking Commission for doing a great job. City Council is working on a streetlight policy and heard from its consultant on the Zoning Code update. The first phase is the residential zoning code; the next phase will be the commercial zoning code.

City Engineer and Recreation Coordinator Report

Ms. Kaufman recapped her written report.

In his absence Mr. Sandy asked the Board to review his portion of the report and to follow up with him if they have any questions.

Mr. Chanski updated the Board on the Mississippi Landing Trailhead project. The Project Management Team has met three times since WSB was selected to design and manage construction of the park and decided to discuss items with the most intricacy first. The thought process is to identify and address any issues with intricate items early on to avoid delays with getting the project out for bid and to start on schedule in the spring. Items the PMT has discussed include the restrooms, amphitheater, canoe/kayak launch, river steps, river overlook, hill overlook, and promenade. The three considerations for each item are budget, maintenance and durability,

October 26, 2021

and design elements such as color, façade materials, aesthetics, etc., which will follow the design standards established by the Park Board. He provided a quick rundown of the recommendations the PMT has identified so far. The restrooms should be precast concrete with stainless steel fixtures which are much more durable long-term, will guard against vandalism, and be a lot cheaper. The four-stall, unisex, handicapped accessible bathrooms will potentially come in less than half of the original budget. They are still attempting to reach the School District for discussion of potentially partnering with them regarding the ballfield bathrooms across the street. The canoe/kayak launch should be comprised of pervious concrete pavers up to the high-water mark so there is a solid foundation when you are getting in and out of your canoe or kayak and it will be ADA accessible. The trail leading to the kayak launch should be crushed granite that will be ADA accessible. The amphitheater structure should be primarily a precast structure with elements matching those of the stonework throughout the park system, especially Kiwanis and Rotary parks. Timbers for the roof structure should be like that of the Rotary Park pavilion. You can make precast look like wood but it makes the structure a lot cheaper, more durable, and easier to maintain. The tiered seating around the amphitheater should be irrigated grass. There was discussion about turf because of durability and not having to mow it, but if it is the only turf in the park system it's not a cost effective option because you may have to invest in equipment to maintain it. The PMT recommends colored concrete block for the walls of the tiered amphitheater seating, river steps, and hill overlook. It is much cheaper than poured concrete and will be used elsewhere in the park and throughout the city for a consistent look. The promenade behind the amphitheater will be approximately 20' wide to allow for food trucks or other vendors for markets and events. It should be constructed of stamped concrete with a pattern that invokes elements of the Mississippi River and lined with trees every 20-30'. The river overlook should partially extend over the river bluff to allow views up and down the river. WSB is figuring out how far it can extend over the bluff before it runs into issues with the DNR and the support pillars going into the river. The educational pavilion which is a big element of this park has not been discussed but it is anticipated the structure will be primarily a precast structure with design elements that closely follow those of the amphitheater so there is consistency throughout the park and with the design standards. Preliminary cost estimates have not been received from WSB, but the PMT believes the proposed design elements should result in certain areas of the project coming in significantly under budget. This may allow for the construction of the amphitheater and river steps, both of which are alternate bids. If bids come in favorably the alternates will be incorporated with construction next summer. Upcoming items the PMT will discuss are the trailhead piece of the park, play space, site lighting, site furnishings, landscaping, signage, wayfinding, and trails. There were no questions from the Park Board.

Ms. Schaefer volunteered at the Great Pumpkin Festival and encouraged everyone on the Park Board to volunteer at these events. She said it was very cool to see what we are doing as a Park Board.

Adjourn

MOVED AND SECONDED AT 5:05 P.M. BY SCHAEFER AND SHIPE, DULY CARRIED, TO ADJOURN THE MEETING.

Respectfully Submitted,

Kim Finch, Administrative Specialist

October 26, 2021

PUBLIC WORKS-PARKS

Accounts Payable November 23, 2021

VENDOR	INVOICE DATE	INVOICE NUMBER	DESCRIPTION	GL ACCOUNT NUMBER(S)	AMOUNT	SALES USE TAX
Ace Hardware	10/26/21	301293	Electrical tape	230-5200-42220	26.95	
Ace Hardware	11/04/21	301531	Strap hanger-JCP	230-5200-42220	3.59	
Ace Hardware	11/08/21	301578	Paint-College Drive bridge	230-5200-42220	27.07	
Ace Hardware	11/08/21	301579	Mousetraps-concessions	230-5200-42220	6.29	
Ace Hardware	11/08/21	301589	Paint-College Drive bridge	230-5200-42220	20.78	
Ace Hardware	11/08/21	301591	Dawn, SOS pads-shop use	230-5200-42210	12.57	
Ace Hardware	11/12/21	301719	Recycle fluorescent bulbs	230-5200-42220	13.50	
Ace Hardware	11/15/21	301775	Paint brushes	230-5200-42220	6.72	
Ace Hardware	11/03/21	301487	Fasteners	230-5200-42220	7.05	
American Steel Inc	11/16/21	107350	Steel for permanent shelving/coat hook-MMP	230-5200-42220	270.68	
Anderson Brothers Construction	11/16/21	Pay Voucher 7	Memorial Park Redevelopment-Pay Voucher 7	400-9050-45510	13,522.77	
AT&T Mobility	10/25/21	X11032021	PPD Phones 9/26/21-10/25/21 Harris/GGPMMP security cams	230-5200-43321	121.13	
Boys-N-Berries Farm-VISA HR	10/18/21	481216	PPD HR Wellness Fund-12 basketball pumpkins	278-6515-43430	60.00	
Brainerd General Rental	10/29/21	146644	Boom lift rentals-City Hall Christmas tree	230-5200-42220	600.00	
Brainerd Public Utilities	10/01/21	SEPT 21/PARKS	PPD 8/24/21-9/24/21 Parks utilities	230-5200-43381	6,675.99	
Brainerd Public Utilities	10/01/21	SEPT 21/PARKS	PPD 8/24/21-9/24/21 Campground utilities	230-5280-43380	535.50	
Brainerd Public Utilities	11/01/21	OCT 21/PARKS	9/24/21-10-24-21 Parks utilities	230-5200-43381	4,157.06	
Brainerd Public Utilities	11/01/21	OCT 21/PARKS	9/24/21-10-24-21 Campground utilities	230-5280-43380	343.76	
CenterPoint Energy	10/19/21	5933799-8	PPD Natural gas service 9/16/21-10/15/21 LMP	230-5200-43380	35.94	
Costco-VISA HR	10/20/21	102021-01	PPD Wellness Fund-Supplies for Chili Cook-off	278-6515-43430	71.71	
Country Hearth - VISA	10/12/21	101221	PPD Concessions-buns	230-5204-42210	3.50	
CTC	11/12/21	20967253	PPD Phone/internet service 11/12/21-12/11/21	230-5200-43321	49.35	
D & D Beverage Brainerd	10/21/21	1481703	PPD Bowl mop, mophead refills-warming houses	230-5200-42210	41.20	
D & D Beverage Brainerd	11/04/21	1488980	Hand sanitizer, foam hand soap	230-5200-42210	156.95	
Dollar Tree-VISA HR	10/20/21	102021-02	PPD Wellness Fund-Supplies for Chili Cook-off	278-6515-43430	15.00	
Enterprise FM Trust	10/05/21	FNB4297398	PPD Vehicle leases-October	230-5200-43331	2,526.00	
Enterprise FM Trust	11/04/21	FBN4328444	PPD Vehicle leases-November	230-5200-43331	2,429.72	
Fastenal Company	10/05/21	MNBAX249046	PPD Safety vests and glasses	230-5200-42210	56.26	
Fastenal Company	10/26/21	MNBAX249550	Cable ties-GGP Christmas lights for rink	230-5200-42220	16.42	
Game Time	10/15/21	PJI-0170663	PPD Playground replacement part-BHP	230-5200-42220	273.60	
Holden Electric Co Inc	10/22/21	64506	PPD Electrical service-Campground Site 15	230-5280-42220	245.33	16.87
Holden Electric Co Inc	11/05/21	64655	Replace breaker-MMP Field 1 right outfield	230-5200-42221	839.10	
Koering, Joe	10/25/21	102521-01	PPD Work boot reimbursement	230-5200-42210	112.50	
Menards Baxter	10/06/21	62384	PPD Winterize Splash Pad	230-5200-42220	95.22	
Menards Baxter	10/07/21	62458	PPD Hose clamp-GGP rink	230-5200-42220	27.72	
Menards Baxter	10/21/21	63178	PPD Deck screws, ratchet, toolbox-shop	230-5200-42220	9.61	
Menards Baxter	10/22/21	63266	PPD Screws-shop	230-5200-42220	23.99	
Menards Baxter	10/25/21	63411	PPD Nails, glue, 4 X 8 BCX-MMP warming house	230-5200-42220	42.08	
Menards Baxter	10/26/21	63456	PPD Wall thermostat-GGP warming house	230-5200-42220	21.39	
Menards Baxter	11/03/21	63928	City Hall Christmas lights	230-5200-42220	195.86	
Menards Baxter	11/05/21	64097	RV antifreeze, pulls, stove bolts, clear tape, bleach	230-5200-42220	79.29	

VENDOR	INVOICE DATE	INVOICE NUMBER	DESCRIPTION	GL ACCOUNT NUMBER(S)	AMOUNT	SALES USE TAX
Midwest Machinery Co	10/21/21	2511294	PPD Skid steer oil-shop	230-5200-42220	95.40	
Mr. Tire	10/20/21	27305	PPD Mower tire	230-5200-42220	171.24	
Mr. Tire	11/02/21	27466	Tires for plow truck	230-5200-42220	1,073.21	
MTI Distributing Inc	10/25/21	1327932-00	Toro mower filters	230-5200-42220	141.10	
Pike Plumbing and Heating	10/26/21	80111	PPD Annual backflow preventer test-GGP warming house	230-5200-42220	100.00	
The Home Depot-VISA	10/21/21	102121	PPD Plywood, 2 X 4's-MMP warming house	230-5200-42220	326.40	
The Light Depot - VISA	10/04/21	100421	PPD Outdoor rink lights-GGP	230-5200-42220	983.84	
Verizon Wireless	10/23/21	9891280747	PPD Phones 9/24/21-10/23/21Kaufman/GGP security	230-5200-43321	86.26	
Walgreens-VISA	10/14/21	101421	PPD Trophy photos-Adult Softball	230-5215-42210	2.22	
Walgreens-VISA	10/14/21	101421	PPD Trophy photos-Adult Kickball	230-5212-42210	0.74	
Waste Partners Inc	10/31/21	1AX01919	October trash removal	230-5200-43380	704.92	
Wex Bank	10/31/21	75407369	PPD October motor fuels	230-5200-42212	887.21	
Widseth Smith Nolting	10/22/21	213709	PPD Design Standards-prof svcs through 10/8/21 (final)	230-5200-43300	312.50	
Winners Trophy and Engraving	10/23/21	11765	PPD Adult Kickball trophies	230-5212-42210	90.00	
Winners Trophy and Engraving	10/23/21	11765	PPD Adult Softball trophies	230-5215-42210	270.00	
WSB	10/21/21	R-016307-000-16	PPD MMP redevelopment-prof svcs September 2021	400-9050-45510	10,513.00	
WSB	10/21/21	R-018999-000-1	PPD Mississippi Landing Trailhead project	401-9030-45530-21:16	1,886.00	
Sales Use Tax 16.87					51,423.19	16.87
TOTAL EXPENDITURES TO BE APPROVED:						
Less PREPAIDS:					(29,197.55)	
TOTAL THIS REPORT:					22,225.64	

Paul Sandy, City Engineer/Interim Public Works Director

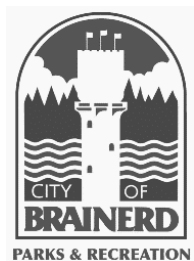


As of October 31, 2021

	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	8,145	2,000	(266)	-	-	40,000	24,593	5,300	4,588	1,800	600
Other Revenue												
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	69,000	55,860	-	-	-	-	-	-	-	-	-	-
Contributions & Donations	-	3,820	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	1,000	-	-	-	-	-	-	-	-	-	-	-
Misc. Revenue	1,000	905	-	-	-	-	-	-	-	-	-	-
Total Charges for Services	71,000	60,585	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	118,200	88,137	2,000	(266)	-	-	40,000	24,593	5,300	4,588	1,800	600
Total Personal Services	732,813	632,140	323	-	9,689	4,830	11,303	11,686	2,907	2,480	215	-
Supplies												
Office and Operating Supplies	5,750	3,541	500	105	200	90	27,500	21,417	2,000	1,205	2,000	1,321
Motor Fuels	13,000	11,076	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	70,000	54,652	100	-	-	-	1,000	705	-	-	-	-
Repairs & Maintenance - Athletic Field	4,500	6,926	-	-	-	-	-	-	-	-	-	-
Small Tools	800	803	-	-	-	-	-	-	-	-	-	-
Total Supplies	94,050	76,997	600	105	200	90	28,500	22,123	2,000	1,205	2,000	1,321
Services												
Professional Services	11,000	13,828	-	-	-	-	-	-	-	-	-	-
Computer Technical Support	4,000	1,105	-	-	-	-	-	-	-	-	-	-
Telephone	1,440	1,649	-	-	-	-	-	-	-	-	-	-
Postage	800	(208)	-	-	-	-	-	-	-	-	-	-
Professional Development	2,000	110	-	-	-	-	-	-	-	-	-	-
Lease Payments	29,125	24,548	-	-	-	-	-	-	-	-	-	-
Printing/Legal Publications	4,500	(31)	-	-	-	-	-	-	-	-	-	-
Insurance	9,515	42,367	-	-	-	-	-	-	-	-	-	-
Utilities	78,000	55,843	-	-	-	-	-	-	-	-	-	-
Rent Expense	10,000	837	-	-	-	-	-	-	-	-	-	-
Miscellaneous	2,000	1,079	-	-	-	-	-	-	-	-	-	-
Credit Card Fees	1,000	1,073	-	-	-	-	-	-	-	-	-	-
Dues and Subscriptions	800	1,199	-	-	-	-	-	-	-	-	-	-
Total Services	154,179	143,401	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	981,043	852,538	923	105	9,889	4,921	39,803	33,809	4,907	3,685	2,215	1,321
Other Revenue (Expenses)												
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(862,843)	(764,401)	1,077	(371)	(9,889)	(4,921)	197	(9,216)	393	903	(415)	(721)

As of October 31, 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	53,854	150,300	142,005
Other Revenue								
Interest Income	-	-	-	-	-	-	-	-
Public Utility Electric Sales	-	-	-	-	-	-	69,000	55,860
Contributions & Donations	-	-	-	-	-	-	-	3,820
Misc. Program Revenue	-	-	-	-	-	-	1,000	-
Misc. Revenue	-	-	-	-	-	-	1,000	905
Total Charges for Services	-	-	-	-	-	-	71,000	60,585
TOTAL REVENUES	2,000	2,924	50,000	47,567	37,000	53,854	256,300	221,997
Total Personal Services	754	2,979	21,530	25,772	-	-	779,534	679,887
Supplies								
Office and Operating Supplies	140	142	14,000	10,876	150	233	52,240	38,931
Motor Fuels	-	-	-	-	-	-	13,000	11,076
Repairs & Maintenance	-	-	3,500	1,717	200	2,175	74,800	59,250
Repairs & Maintenance - Athletic Field	-	-	-	-	-	-	4,500	6,926
Small Tools	-	-	-	-	-	-	800	803
Total Supplies	140	142	17,500	12,593	350	2,408	145,340	116,985
Services								
Professional Services	-	-	-	-	-	-	11,000	13,828
Computer Technical Support	-	-	-	-	-	-	4,000	1,105
Telephone	-	-	-	-	800	828	2,240	2,478
Postage	-	-	-	-	-	-	800	(208)
Professional Development	-	-	-	-	-	-	2,000	110
Lease Payments	-	-	-	-	-	-	29,125	24,548
Printing/Legal Publications	-	-	-	-	100	-	4,600	(31)
Insurance	-	-	-	-	-	-	9,515	42,367
Utilities	-	-	-	-	3,300	3,145	81,300	58,988
Rent Expense	-	-	-	-	-	-	10,000	837
Miscellaneous	-	-	-	-	-	-	2,000	1,079
Credit Card Fees	-	-	-	-	-	-	1,000	1,073
Dues and Subscriptions	-	-	-	-	-	-	800	1,199
Total Services	-	-	-	-	4,200	3,973	158,379	147,374
TOTAL OPERATING EXPENSES	894	3,121	39,030	38,365	4,550	6,381	1,083,253	944,246
Other Revenue (Expenses)								
Sale of Assets	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	1,106	(198)	10,970	9,202	32,450	47,473	(826,953)	(722,249)



Brainerd Park Board Agenda Request

Requested Meeting Date: November 23, 2021

Title of Item: Presentation - Brainerd Bees

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☒ Discussion Item

Submitted by:

City Engineer/Public Works Director Sandy

Department:

Parks and Recreation

Presenter (Name & Title):

City Engineer/Public Works Director Sandy

Estimated Time Needed:

15-20 Minutes

Summary of Issue:

City Staff and members of the Brainerd Bees met in October and discussed the possibility of the Bees playing at Mills Field. Tim Martin and Brian Gabrielson will be at the meeting to discuss with the Park Board their ideas about Mills Field and potential future use by the Brainerd Bees.

Alternatives, Options, Effects on Others/Comments:

The conversation revolved around the facility itself, how the relationship would work, and what items we need to be thinking about if we are to move in this direction. Staff proposed that the Bees bring forward their ideas to the Park Board so that the Board may give staff direction on what they would like to see out of an agreement.

Some things to consider in the discussion include:

1. The Bees offered to help with some improvements around the field, including volunteer labor to perform some general upkeep/etc.
2. Maintenance of game nights - Can the City and Bees formulate an agreement to allow for the use of the City's field equipment on game nights so that City staff does not need to be available to help with field maintenance. This agreement may also come in handy into the future with BBBA tournaments where BBBA may want to perform some of their own maintenance in lieu of paying a temporary or full time parks employee to be available.
3. Contract - Some sort of contractual agreement may be considered by the Board with the Bees to lock down the reservation and scheduling of the stadium at an agreed upon rate or for in-kind services that the Bees may be able to perform.

Recommended Action/Motion:

Staff recommends discussion and direction on this topic.

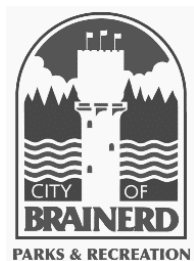
Financial Impact:

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 Park Board Agenda Request

Requested Meeting Date: November 23, 2021

Title of Item: Discussion of Lum Park Master Plan and Design Standard Deliverables

☐ INFORMATION ONLY

☒ ACTION REQUESTED

Action Requested:

☒ Direction Requested

☒ Discussion Item

Submitted by:

City Engineer/Public Works Director Sandy

Department:

Parks and Recreation

Presenter (Name & Title):

City Engineer/Public Works Director Sandy

Estimated Time Needed:

10 Minutes

Summary of Issue:

Staff intends on bringing both the Lum Park Master Plan and the Final Design Standard Document to the Park Board for final approval at the December Park Board meeting.

Alternatives, Options, Effects on Others/Comments:

As a part of this process, staff would like to have a brief discussion with the Board on deliverables they would like to see for the documents.

Lum Park Master Plan - Staff proposes that the Lum Park Master Plan consist of a short write-up (like an executive summary) that explains the improvements within the park and outlines the process in which they were decided upon. This would coincide with the overhead view rendering, in which you have all seen and have been working from since the start of this process.

Design Standards - Staff proposes we stay consistent with the current format, and which we have seen since the inception of the document and can be seen attached.

Once staff has direction on the deliverables for each document, we will work with Widseth on the preparation of both documents for final approval by the Park Board, and inevitably City Council, at the December Park Board meeting and a meeting in January for the City Council.

Recommended Action/Motion:

Staff recommends discussion and direction on what the Board would like to see for deliverables for both documents. Staff recommends the above deliverable format for each respective document and to direct staff to prepare the final documents for approval at the December Park Board meeting.

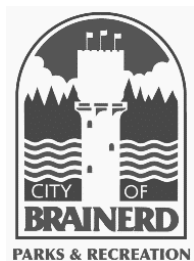
Financial Impact:

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 Park Board Agenda Request

Requested Meeting Date: November 23, 2021

Title of Item: Update on Memorial Park Construction

☐ INFORMATION ONLY

☒ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

City Engineer/Public Works Director Sandy

Department:

Parks and Recreation

Presenter (Name & Title):

City Engineer/Public Works Director Sandy

Estimated Time Needed:

10 Minutes

Summary of Issue:

Attached is the monthly memo from Chris Sonmor of WSB along with Pay Voucher 7.

Alternatives, Options, Effects on Others/Comments:

Staff has also attached some options for Pickleball nets that would need to be procured before next summer. Staff would like some discussion and direction on what the Board would like for these moving forward.

Recommended Action/Motion:

Staff recommends discussion and direction on the attached pickleball net options. Staff will also present out on the status of Memorial Park construction.

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: November 17, 2021

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

Nearly all of the punch list items have been addressed to date. There could be some items that come up in the spring, but those would be addressed under the warranty.

With the timing of donated work by contractors, we were unable to complete the donor column and pavers at the splash pad. We have been in contact with Hy-Tec and they are going to complete the column work in the spring prior to the grand opening of the splash pad.

A few additional pickleball net systems have been provided in an email to City Staff for. We do have some time before those would be needed next spring, but should try and get something ordered this winter. As many of you have probably noticed, there have been some supply issues with certain items lately.

Pay Voucher No. 7 is also included for approval. The total amount certified to date is \$1,003,125.19. This is 98.5% of the total project cost. With 5% retainage continuing to be held, the total amount due on Pay Voucher No. 5 is \$13,522.77. A total of \$50,156.26 (5%) is still being held in retainage. We recommend approval of Pay Voucher No. 7.

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
---	--

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	\$904,497.19
Contract Changes	\$98,628.00
Material On Hand	\$0.00
Total	\$1,003,125.19

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$14,234.50	\$1,003,125.19	\$50,156.26	\$939,446.16	\$13,522.77	\$952,968.93
Percent Retained: 5%			Percent Complete: 98.46%		

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. Son

Project Engineer

November 16, 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
7	11/16/21	\$14,234.50	\$711.73	\$13,522.77

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	\$1,003,125.19	\$50,156.26	\$939,446.16	\$13,522.77	\$952,968.93

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
016307-000 Source 1	Local	\$13,522.77			\$952,968.93

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 LIGHTING INCLUDING 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	2607	\$5,865.75	4855	\$10,923.75
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	0	\$0.00	1	\$2,507.00
25	2582.501	PARKING LOT STRIPING/MARKINGS	LS	\$300.00	1	0	\$0.00	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	\$0.00	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:							\$5,865.75		\$904,497.19

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	\$5,865.75	\$34,093.35
PAVEMENTS AND SIGNAGE	\$0.00	\$156,147.64
SANITARY & WATER IMPROVEMENTS	\$0.00	\$22,400.00
SITE AMENITIES & MISCELLANEOUS	\$0.00	\$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	0.5	\$2,332.50	1	\$4,665.00
CO	1	50	2582.601	BASKETBALL COURT STRIPING	L S	\$2,265.00	1	0	\$0.00	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	0	\$0.00	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	5.7	\$427.50	21.45	\$1,608.75
CO	1	56	2575.603	LANDSCAPE EDGING	L F	\$28.00	30	0	\$0.00	15	\$420.00
CO	1	57	2575.607	MULCH MATERIAL TYPE SPECIAL	C Y	\$125.00	7	1.75	\$218.75	7.25	\$906.25
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	1	\$5,390.00	1	\$5,390.00
Contract Change Totals:									\$8,368.75		\$98,628.00

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date
1	CO	Addition of Bid Alternate 1 to the Contract	\$2,978.75	\$75,981.00
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	\$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.	\$5,390.00	\$5,390.00

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

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

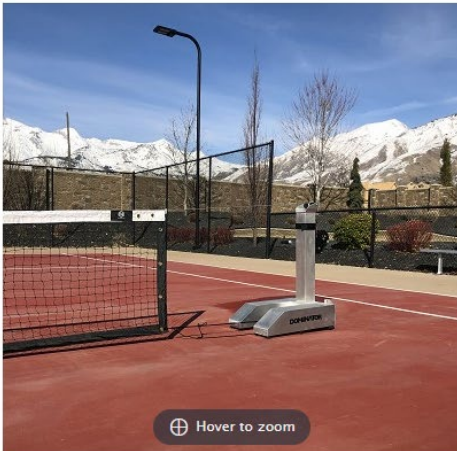
From: [Chris Sonmor](#)
To: [Paul Sandy](#)
Subject: FW: Pickleball Net Systems
Date: Wednesday, November 17, 2021 9:35:46 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image938973.png](#)

*** **Warning:** External sender, use extreme caution with attachments and links ***

Paul,

Below are a few alternative options for consideration for pickleball net systems.

<https://www.pickleballcourtsupply.com/dominator-portable-pickleball-net-system.html>



Dominator Portable Pickleball Net System

Dominator Portable Pickleball Net System

[Write a Review](#)

Your Price: \$359.00

Retail Price: \$399.00

Your Savings: \$40.00 (10%)

Part Number: PB-POST

Availability: In Stock

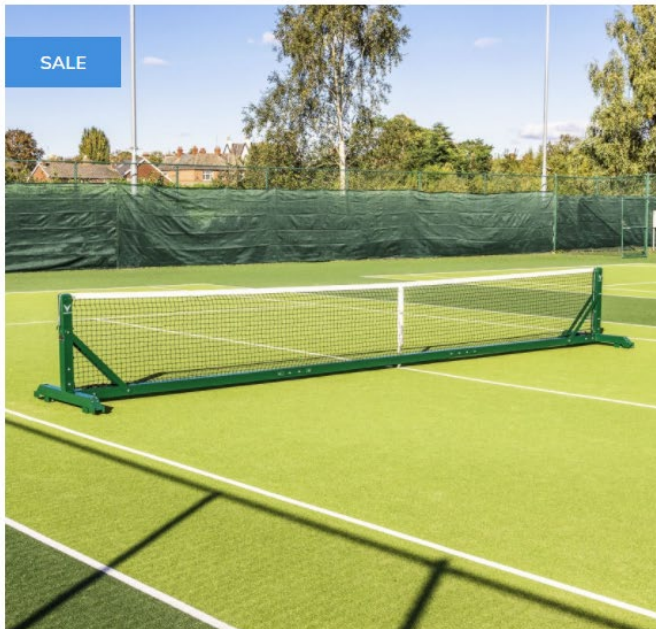
CHOOSE OPTIONS

Select Strap Size *

Select Strap Size



<https://www.vermontsports.com/other-sports/pickleball/vermont-360-deg-freestanding-pickleball-posts-tournament-grade>



VERMONT 360° FREESTANDING PICKLEBALL POSTS [TOURNAMENT GRADE]

Ideal for pickleball clubs & tournaments, the Vermont 360° Freestanding Pickleball Posts feature 4 retractable wheels for simple portability. Manufactured using premium-grade aluminium, these posts conform with IFP regulations. Optional weights & pickleball net also available.

\$1,011.99 ~~+\$1,299.99~~ **IN STOCK**

Post Colour:



Package Type:

Posts + 3.5mm Pickleball Ne

Post Weights:

Choose an Option...

- 1 +

<https://www.pickleballcourtsupply.com/rolling-pickleball-net-and-carrying-bag.html>



Dominator Rolling Pickleball Net

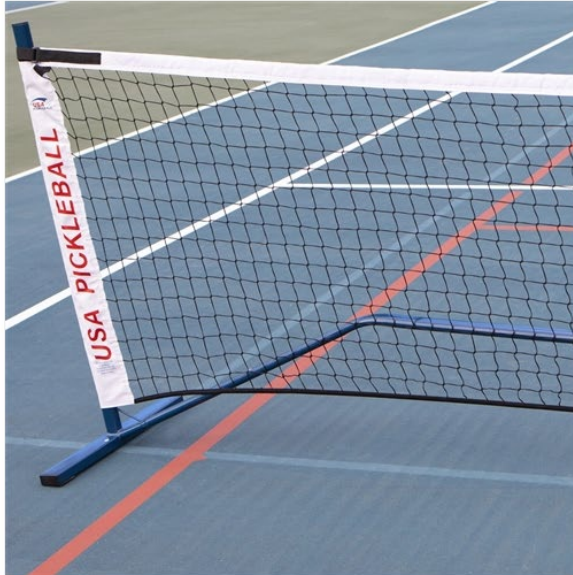
[Write a Review](#)

Your Price: \$475.00

Part Number: Dominator Rolling Pickleball Net

Availability: Estimated ETA 3rd week of November  **FREE** SHIPPING

<https://www.usapastore.com/Portable-USA-Pickleball-Net-System-p/usapa01.htm>



USA Pickleball Portable Net System

Member Price: \$139.00 / Non-Member Price: \$159.00

★★★★★ (141)

Stock Status:(Out of Stock)
Product Code: USAPA01

CHOOSE YOUR OPTIONS:

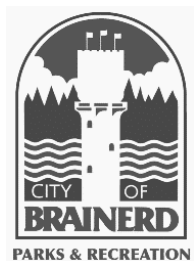
USA Pickleball Member Number: 

UNAVAILABLE

Chris Sonmor
Project Manager
320.534.5964 (o) | 320.241.9439 (m)
WSB | wsbeng.com



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Brainerd Park Board Agenda Request

Requested Meeting Date: November 23, 2021

Title of Item: Discussion on Gregory Park Christmas Tree

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☒ Direction Requested

☒ Discussion Item

Submitted by:

City Engineer/Public Works Director Sandy

Department:

Parks and Recreation

Presenter (Name & Title):

City Engineer/Public Works Director Sandy

Estimated Time Needed:

10-15 minutes

Summary of Issue:

The Brainerd Northside Association donated \$500 towards a christmas tree in Gregory Park. Conversations around this idea started a year or so ago, when we had some interest from Community Action and other organizations to place a Christmas Tree over the top of the Gregory Park Fountain so that it is visible when you are driving down S 6th Street.

Alternatives, Options, Effects on Others/Comments:

With the \$500 donation, it spurred more discussion. Currently, Community Action is looking at ways to raise some funds to help in the effort. With this effort, it may be an opportunity for the Park Board to match funds using Park Dedication to help this idea come to life. Speaking with Mayor Badeaux, it doesn't sound like a likely option for this year, as most are delayed for delivery to the point it won't be here on time. However, staff would like the Park Board to discuss a couple of items:

1. What kind of tree, if any, would they like in the Park. Staff has attached a multitude of options. It looks as though you can get into a pretty decent one for around \$5,000 - \$7,500.
2. Is there interest from the Board to match funds (i.e. If Community Action raises \$3,000 and the \$500 donation from BNNA, does Park Board match \$3,500 using Park Dedication?)

Recommended Action/Motion:

Staff would like discussion and direction on this item.

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:



Pop Up Trees

SKU: SS-414-LED-OP

INCAN VS LED	LED
HEIGHT W/ STAR	21ft.
ORNAMENTS	Ornaments
CLEAR	

7FT BASE
3FT STAR

\$6,685.00



Electroimpact



TEMPLE
Display, Ltd



Dongguan Obbo Lighting Co., Ltd.

Address: No. 82,Xinyi road, Lianhu avenue, Jinglian coummunity,Qiaotou town, Dongguan city,523538,GD,China

Mobile:00 86-15999834578 Tel: 86-769-82556168

Wechat / Whatsapp: 00 86-15999834578

Website: <http://obbo.en.alibaba.com> www.obboledlighting.com E-mail:sales@dgobbolighting.com karenleung@obbolighing.com.cn

OBBO CATALOGUE FOR 2021



OB-2021-001



OB-2021-002



OB-2021-003



OB-2021-004



OB-2021-005



OB-2021-006



OB-2021-007



OB-2021-008



OB-2021-009



OB-2021-010



OB-2021-011



OB-2021-012



OB-2021-013



OB-2021-014



OB-2021-015



OB-2021-016



OB-2021-017



OB-2021-018



OB-2021-019



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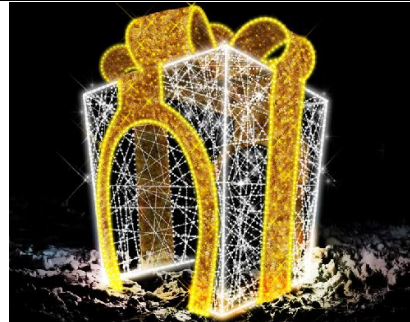
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OB-2021-115



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OB-2021-117



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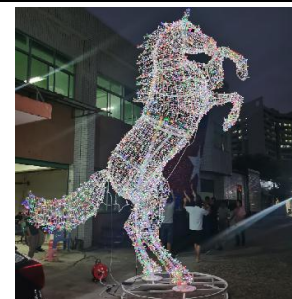
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OB-2021-172



OB-2021-173



OB-2021-174



OB-2021-175



OB-2021-176



OB-2021-177



OB-2021-178



OB-2021-179



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OB-2021-181



OB-2021-182



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OB-2021-188



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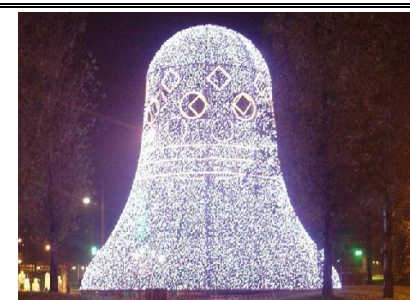
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OB-2021-206



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OB-2021-209



OB-2021-210



OB-2021-211



OB-2021-212



OB-2021-213



OB-2021-214



OB-2021-215



OB-2021-216



OB-2021-217



OB-2021-218



OB-2021-219



OB-2021-220



OB-2021-221



OB-2021-222



OB-2021-223



OB-2021-224



OB-2021-225



OB-2021-226



OB-2021-227



OB-2021-228



OB-2021-229



OB-2021-230



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OB-2021-232



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OB-2021-235



OB-2021-236



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OB-2021-238



OB-2021-239



OB-2021-240



OB-2021-241



OB-2021-242



OB-2021-243



OB-2021-244



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OB-2021-246



OB-2021-247



OB-2021-248



OB-2021-249



OB-2021-250



OB-2021-251



OB-2021-252



OB-2021-253



OB-2021-254



OB-2021-255



OB-2021-256



OB-2021-257



OB-2021-258



OB-2021-259



OB-2021-260



OB-2021-261



OB-2021-262



OB-2021-263



OB-2021-264



OB-2021-265



OB-2021-266



OB-2021-267



OB-2021-268



OB-2021-269



OB-2021-270



OB-2021-271



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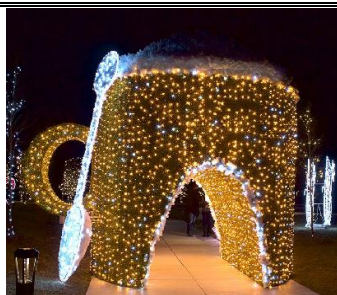
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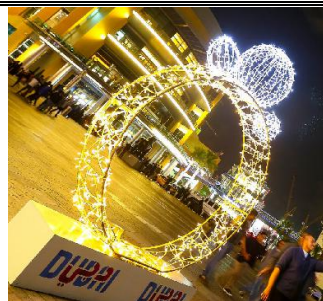
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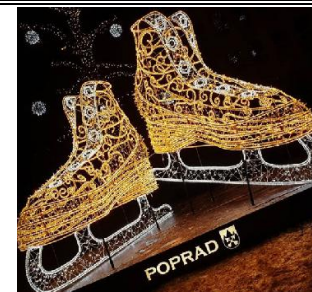
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OB-2021-299



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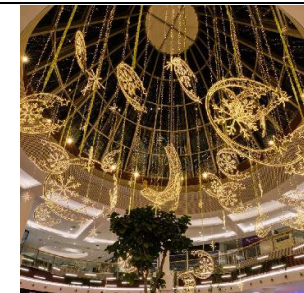
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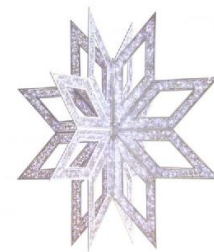
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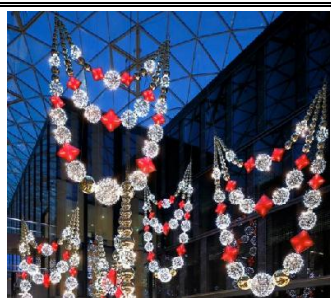
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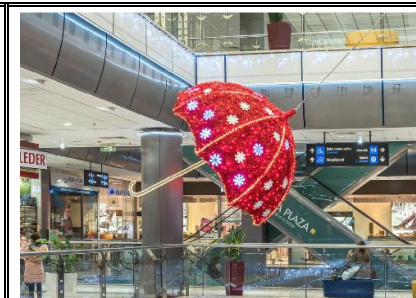
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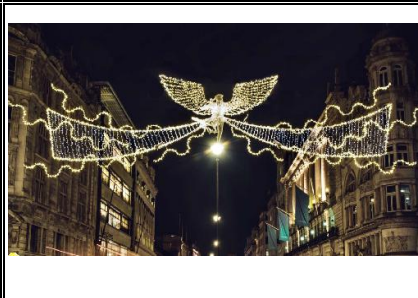
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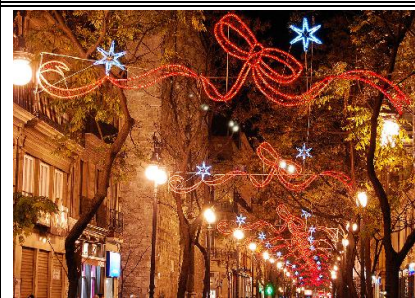
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OB-2021-365



OB-2021-366



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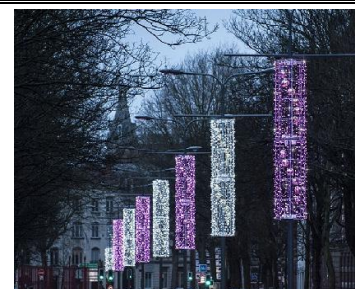
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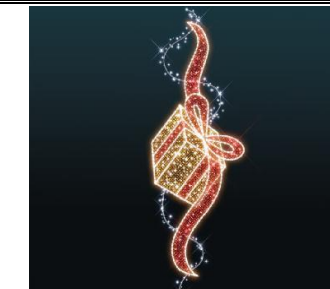
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OB-2021-385



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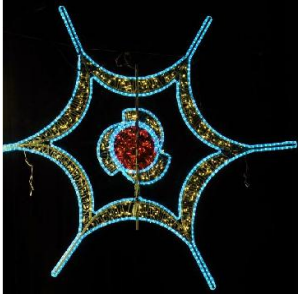
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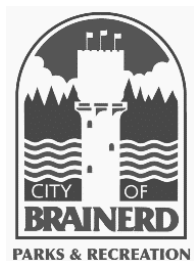


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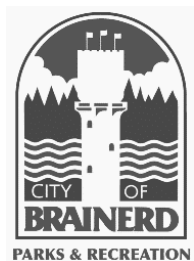


Brainerd Park Board Agenda Request

Requested Meeting Date: November 23, 2021

Title of Item: Discussion of Master Architect Contract for Capital Park Improvements

☐ INFORMATION ONLY ☐ ACTION REQUESTED	Action Requested: ☒ Direction Requested ☒ Discussion Item
Submitted by: City Engineer/Public Works Director Sandy	Department: Parks and Recreation
Presenter (Name & Title): City Engineer/Public Works Director Sandy	Estimated Time Needed: 10 Minutes
Summary of Issue: There are many building and structural improvements that are coming along with the new Parks 30-year capital plan that will require some technical advice and document creation for bidding that staff within the Parks Department does not have the technical expertise to take on.	
Alternatives, Options, Effects on Others/Comments: Most of this is related to work on buildings, such as remodels, exterior building improvements, structural evaluations, etc. In most cases, an architect would be involved in these types of improvements, and helping and guiding City staff in the needed improvements within each building and helping to create bid or quote documents to send to contractors. Staff is proposing getting an hourly based master architect contract to help assist the City in these improvements. Staff proposes a 1-year contract that can be renewed annually. This will also assist the city in consistency in implementation of the design standards. Staff spoke briefly with Travis Miller of TWM Architecture about what he has done in the past that is similar to this. Travis indicated he has done this in the past. His hourly fees are typically \$80-\$120/hr depending on the person, and he has some direct pass through costs such as reimbursables or other technical sub-contracts he may need to bring in (structural engineering, civil plans, etc). Travis has been the lead architect on the last two structures that the City has built at Gregory Park and Memorial Park. These fees would become part of the budgeted project amount. An architect that we choose would assist us in scoping, determining what the best options are for each structure, help formulate a bid/quote document, and potentially assist where needed during construction, if there are questions that arise when a contractor is on site. Staff would like some discussion and direction on this item. If the Park Board concurs with this concept, we would return with a contract for services from a firm or two in which the Board can select to move forward.	
Recommended Action/Motion: Discussion and direction on this topic is requested from the Board.	
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 <u>Please Explain:</u>	



Brainerd Park Board Agenda Request

Requested Meeting Date: November 23, 2021

Title of Item: Approve Campground Rates for 2022

☐ INFORMATION ONLY

☒ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

City Engineer/Public Works Director Sandy

Department:

Parks and Recreation

Presenter (Name & Title):

City Engineer/Public Works Director Sandy

Estimated Time Needed:

10 Minutes

Summary of Issue:

Attached is information related to the campground rates at the Lum Park Campground. Staff asks that we focus on the campground for this conversation. The intent is to bring back the rest of the fees at the next meeting in a different format, along with bringing a first draft of multiple forms in which we have been working on.

Alternatives, Options, Effects on Others/Comments:

As a general rule, the Lum Park Campground is lower than most campground sites in the area. Staff would like some discussion on if the Board would like to increase rates in 2022 or keep them the same. The last increase was done in 2017, as you can see from the attachments.

Recommended Action/Motion:

Staff recommends discussion on if the Board would like to raise the rates, and to approve the rates for 2022.

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:

2021 Local Campground Rates

Aitkin Campground – Aitkin County Parks

218-927-7364

9 sites

Electric (20/30/50) \$20/night

Dump Station: \$5

Camp Holiday Resort & Campground – Deerwood

218-678-2495

40 sites

Based on 4 people

Lake Sites Sun-Thu \$55 / Fri-Sat \$66

Full Hookups Sun-Thu \$51 / Fri-Sat \$62

Water/Electric Sun-Thu \$48 / Fri-Sat \$59

Primitive Sun-Thu \$40 / Fri-Sat \$50

Crosby Memorial Park Campground - Crosby

218-546-5021

20 RV sites / 6 tent sites

Full hook-ups \$40

Tent w/electric \$25

Crosslake Recreation Area (ACOE) - Crosslake

218-692-2025

Full hook-ups \$36 / Electric \$28 / Non-electric \$22

Crow Wing State Park/Pillsbury State Forest (DNR)

Brainerd/Pillager

218-825-3075

Tent or non-electric \$23 / add \$10 for sites w/electricity

Crow Wing Lake Campground - Brainerd

218-829-6468

Based on 2 adults/2 children/up to 2 dogs

Full hook-ups w/cement patio Sun-Thu \$62/Fri-Sat \$69

Water/electric w/cement patio Sun-Thu \$59/Fri-Sat \$65

Water/electric Sun-Thu \$52/Fri-Sat \$58

Lakeshore sites add \$5/night

Fishtrap Camping & RV Resort - Cushing

218-575-2603

Based on 2 adults/2 children

Full hook-ups Sun-Thu \$50 / Fri-Sat \$60

Fritz's Resort and Campground - Nisswa

218-568-8988

Based on 4 people

Full hook-ups with 30-amp electric \$45 or \$270/week

Full hook-ups with 50-amp electric \$48 or \$291/week

Galles' Upper Cullen Resort / Campground - Nisswa

218-963-2249

50 sites

Based on 2 people

Full hook-ups Sun-Thu \$46 / Fri-Sat \$48

Gull Lake Recreation Area (ACOE) – East Gull Lake

218-829-3334

Electric: \$28

Hidden Paradise Resort & Campground - Brainerd

218-963-3180

6 sites

Based on 2 people

Full hookups: \$55 / lakefront \$60 (only one)

Lake Emily Resort - Emily

218-763-2933

Tent site w/electricity Sun-Thu \$35 / Fri-Sat \$38

Full hookups Sun-Thu \$60 / Fri-Sat \$65

Lum Park Campground - Brainerd

218-828-2320

18 sites

Water/electric Sun-Thu \$40 / Fri-Sat \$45

Seniors 55+ Water/electric Sun-Thu \$35 / Fri-Sat \$40

Holidays and NHRA week rates are the Fri-Sat rates

Mission Beach Resort - Merrifield

218-765-3447

Two adults/children 4 and under free

Full hook-ups \$55/night

Paul Bunyan Land Campground - Brainerd

218-764-2524

Based on 4 people/up to two dogs

Water/electric Sun-Thu \$44 / Fri-Sat \$50 / Sewer sites

add \$4/night

Sullivan Resort and Campground - Brainerd

218-829-5697

Based on 2 people

Weekday: Full hook-ups \$49/night or \$315/week

Weekend: Full hook-ups \$56/night or \$315/week

Most campgrounds have surcharges.

Common surcharges include:

Extra person: \$2.50-\$12.50/night

Day guest: \$3-\$10/day

Pets: \$3-\$5/night

Public Dump Station: \$5-\$10 (free for registered guests)

Use AC/electric heater: \$2.50/night

Other notes:

Many campgrounds do not allow tent camping or pets.

Some offer weekly/monthly rates. Some have gone to

seasonal rentals only.

Park Facility Fee History

	2021	2020	2019	2018	2017	2016	2015	2014	2013	2012
Buffalo Hills	\$50/\$70	\$50/\$70	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65
Gregory	\$50/\$70	\$50/\$70	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65
Gregory-kitchen	\$65/\$85	\$65/\$85	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Jaycees	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	\$45/\$65	\$45/\$65
Kiwanis	\$50/\$70	\$50/\$70	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65	\$45/\$65
Lum	\$65/\$85	\$65/\$85	\$60/\$80	\$60/\$80	\$60/\$80	\$60/\$80	\$60/\$80	\$60/\$80	\$60/\$80	\$60/\$80
Field Rental	\$25/\$50	\$25/\$50	\$25/\$50	\$25/\$50	\$25/\$50	\$25/\$50	\$25/\$50	\$25/\$50	\$25/\$50	\$25/\$50
Mills Field	\$50/\$150	\$50/\$150	\$50/\$100	\$50/\$100	\$50/\$100	\$50/\$100	\$50/\$100	\$50/\$100	\$50/\$100	\$50/\$100
Adult Tourney	\$50/team	\$50/team	\$30/team	\$30/team	\$30	\$30	\$30	\$30	\$30	\$30
Outdoor Rink	\$25	\$25	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15
Campground	\$40/\$35/\$25	\$40/\$35/\$25	\$40/\$35/\$25	\$40/\$35/\$25	\$35/\$30/\$25	\$35/\$30/\$25	\$35/\$30/\$25	\$35/\$30/\$25	\$35/\$30/\$25	\$35/\$30/\$25
Camp-Wknd/Hol	\$45/\$40	\$45/\$40	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Firewood	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
Dump Fee	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5

The Jaycees Park shelter is no longer reserved due to no electricity or water and the restrooms are kept locked.

Adult Program Fee History

	2021	2020*	2019	2018	2017	2016	2015	2014	2013	2012
CoRec*	\$575	\$575	\$525	\$525	\$525	\$525	\$475	\$475	\$475	\$455
Masters 35+*	\$330	\$330	\$330	\$330	\$330	\$330	\$330	\$410	\$410	\$390
Men's*	\$1050	\$1050	\$1000	\$1000	\$1000	\$1000	\$950	\$950	\$950	\$930
Women's*	\$710	\$710	\$660	\$660	\$660	\$660	\$610	\$610	\$610	\$590
Fall CoRec*	\$350	\$325	\$325	\$275	n/a	n/a	n/a	n/a	n/a	n/a
Fall Men's*	\$350	\$325	\$325	\$300	\$300	\$275	\$225	\$225	\$225	\$225
Kickball**	\$250	\$175	\$175	\$150	\$150	\$150	\$130	\$130	\$130	\$130

*2020 Summer and Fall Adult Softball were combined due to COVID-19 with a shortened season. Fees were pro-rated accordingly.

**2020 Adult Kickball season was shortened due to COVID-19 and the league fee was adjusted to \$150.

Youth Program Sponsor Fee History

	2021**	2020	2019	2018	2017	2016	2015	2014	2013	2012
Lil' Buckaroos	n/a	\$275	\$275	\$275	\$250	\$250	\$250	\$250	\$250*	\$500
Shetland T-Ball	n/a	\$175	\$175	\$175	\$150	\$150	\$150	\$150	\$125	\$125
Pinto Baseball	n/a	\$175	\$175	\$175	\$150	\$150	\$150	\$150	\$125	\$125
Colt Baseball	n/a	n/a	n/a	\$175	\$150	\$150	\$150	\$150	\$125	\$125
Soccer	n/a	\$175	\$175	\$175	\$150	\$150	\$150	\$150	\$125	\$125
Kickball	n/a	\$175	\$175	\$175	\$150	\$150	\$150	\$150	\$125	\$125
Mustang/Bronco Baseball	n/a	\$225	\$225	\$225	\$200	\$200	\$200	\$200	\$200	\$200
Pony Baseball	n/a	\$275	\$275	\$275	\$250	\$250	\$250	\$250	\$250	\$250
Youth Softball	n/a	\$200	\$200	\$200	\$175	\$175	\$175	\$175	\$150	\$150
Youth Tournament	n/a	\$400	\$375	\$350	\$350	\$350	\$325	\$325	\$325	\$325

*Divided into two sponsorships at \$250 each in 2013. **Programs outsourced

Youth Program Participant Fee History

	2021**	2020*	2019	2018	2017	2016	2015	2014	2013	2012
Lil' Buckaroos	n/a	\$37	\$37	\$37	\$35	\$35	\$35	\$35	\$35	\$35
Shetland T-Ball	n/a	\$42	\$42	\$42	\$40	\$40	\$40	\$35	\$35	\$35
Pinto Baseball	n/a	\$42	\$42	\$42	\$40	\$40	\$40	\$35	\$35	\$35
Colt Baseball	n/a	\$42	\$42	\$42	\$40	\$40	\$40	\$35	\$35	\$35
Mustang/Bronco/Pony Baseball	n/a	\$57	\$57	\$57	\$55	\$55	\$55	\$50	\$50	\$50
Youth Softball	n/a	\$57	\$57	\$57	\$55	\$55	\$55	\$50	\$50	\$50
Miracle League	n/a	\$37	\$37	\$37	\$35	\$35	\$35	\$35	n/a	n/a
Soccer	n/a	\$42	\$42	\$42	\$40	\$40	\$40	\$35	\$35	\$35
Kickball	n/a	\$42	\$42	\$42	\$40	\$40	\$40	\$35	\$35	\$35
Grass Volleyball	n/a	\$57	\$57	\$57	\$55	\$55	\$55	n/a	n/a	n/a
Pond Hockey	\$42	\$42	\$42	\$42	\$40	\$40	\$40	\$35	\$35	\$35

\$10 late fee was established in 2013. *2020 programs were cancelled due to COVID-19. Participants were refunded.

**Programs outsourced except Pond Hockey which was cancelled due to lack of registrations.

Brainerd Parks and Recreation

2021 Lum Park Campground Usage/Revenue

	January	February	March	April	May	June	July	August	September	October	November	Totals
Revenue	1,334.82	446.46	1,226.57	793.70	2,926.75	11,166.93	12,874.92	14,232.35	6,056.37	2,182.57	270.58	\$53,241.44
Revenue - Firewood Sales	0.00	0.00	0.00	9.27	4.64	37.09	64.91	0.00	9.27	0.00	0.00	\$125.18
Revenue - Sanitation Station	0.00	0.00	0.00	0.00	50.00	77.00	125.00	85.00	24.00	126.00	0.00	\$487.00
Monthly Revenue	\$1,334.82	\$446.46	\$1,226.57	\$802.97	\$2,981.39	\$11,281.02	\$13,064.83	\$14,317.35	\$6,089.64	\$2,308.57	\$270.58	\$54,124.20

	January	February	March	April	May	June	July	August	September	October	November	Totals
Number of nights	35	12	32	23	77	310	363	332	173	60	12	1429

2021 Revenue	\$54,124.20
2021 Expenditures	(7,161.75)
2021 Net Revenue	\$46,962.45



PARKS DEPARTMENT MAINTENANCE AND RECREATION REPORT

November 23, 2021 PARK BOARD MEETING

Recreation Report

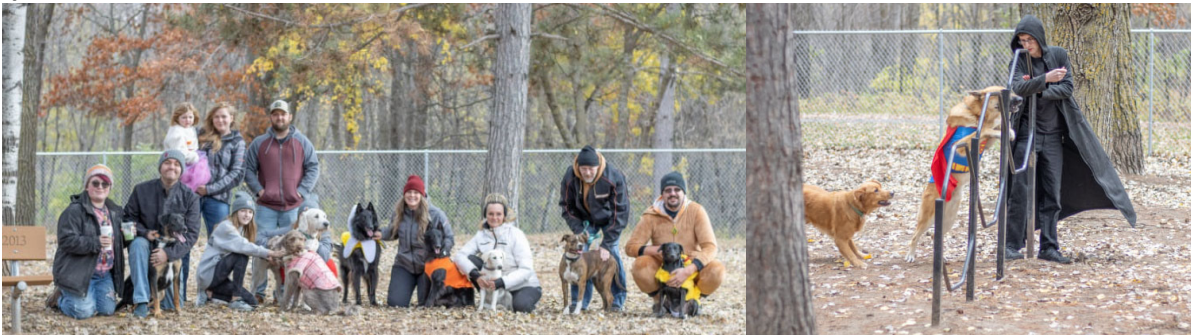
Recreation

Plaques have been delivered to fall runner-up and champions for each adult sports league.

The post season meeting was cancelled due low attendance each year. A post season survey for each league was created. Surveys will be collected on November 26. Evaluation of the surveys will commence the following week and findings/decisions will be brought forth to park board in December Park Board meeting. Some questions may warrant a secondary survey to be released. We will be taking into consideration their concession responses into our 2022 concessions plan which is to be presented at the December Park Board meeting as well.

Currently we have 3 youth penguin pond hockey registrations, 3 polar bear pond hockey registrations, and 0 adult pond hockey teams. Many people wait till we start flooding rinks or beginning of December to enroll. Deadline for enrollment is December 17, before late fees are added. As the Memorial Park Warming house is being set up and filled up with "warming house" supplies such as skates, shelving, desk, & etc.; staff is going through donated items in our cold storage building to make sure all parks have sufficient "loaner" skates.

Special Events



HOWL-O-WEEN

October 30, 2021, 1-3 p.m. at the Buster Dog Park, "ruff"-ly 40 dogs participated. Some are pictured above including the costume contest winner a dog named Spooky, dressed as a chicken-waffle. Couple great tricks but one to note was Josiah dressed as superman flying through the agility hoops. Inferno Imaging Photography took some awesome photos for us and made available for attendees for a trade of hanging a banner at the dog park.



SANTA PAWS

December 18, 1-3 p.m. at the Buster Dog Park

A fun opportunity to get your dog's picture with Santa Paws and Mrs. Paws this holiday season! We will have Elf helpers around to take photos so you can help stage or even be in the photo with your cute canine.

Social Media

We are currently sitting at 3,267 "likes" (people) and 3,503 "follows" (pages) we are shooting to get both categories up to 5,000 by Christmas 2021. As we continue to update our parks, add events, advertise work opportunities, and sports we will need community awareness and buy-in. Social Media will be our best friend when educating the public on what our park system has as well as asking what it needs.

Parks Maintenance Report

Parks Maintenance Interviews

Staff performed 8 interviews for the vacant Parks Maintenance position on November 16th and 17th. In total, there were 52 applications received by Human Resources for the position. After scoring, we pulled in 8 candidates for interviews. The intent would be to have a candidate selected by Monday, November 22nd, and a City Council agenda item on the December 6 City Council, in which would ratify staff's decision on a candidate.

MLT Trailhead

The Project Management Team (PMT) for the Mississippi Landing Trailhead Park project (MLT) has met four times since WSB was selected to design and manage the construction of the MLT, meeting the 1st and 3rd Tuesdays at 5:30pm. After having a kick-off meeting between WSB and City Staff, it was decided to discuss items with the most intricacy first, working our way down to the least intricate items. This way, any issues that may come up for the more intricate items get identified early and can be addressed in a timely manner.

To date, the PMT has discussed the following items:

- Restrooms
- Amphitheater
- Canoe/Kayak Launch
- River Steps
- Overlooks (both river overlook and hill overlook)
- Promenade
- Trailhead Features
- Site Furnishings
- Signage and Wayfinding
- Play Space

There have been three primary foundations for every discussion: 1) the budget for this project is \$2.85 million (\$2.62 after the contract with WSB), 2) all elements need to be maintenance friendly and durable, and 3) design elements such as color, façade materials/aesthetic, etc. will follow the design standards currently being reviewed and adopted by the Park Board. With these three elements in mind, some of the following recommendations have been made regarding various elements of the MLT.

- Restrooms should be precast concrete structures with stainless steel fixtures.
- Canoe/Kayak launch should be comprised of pervious concrete pavers up to the high-water mark and the trail leading to the launch should be crushed granite.
- The amphitheater structure should be primarily pre-cast with elements matching those of the stonework throughout the park system (but primarily at Kiwanis and Rotary parks) and timbers similar to that of the Rotary Park pavilion.
- The amphitheater seating should be irrigated grass.
- For the walls of the tiered sections of the amphitheater seating, the river steps, and hill overlook wall, colored concrete block should be used instead of poured concrete.
- The promenade should be roughly 20 feet in width, constructed of stamped concrete with a pattern that invokes elements of the Mississippi River, and be lined with trees every 20 to 30 feet.
- The river overlook should partially extend over the river bluff to allow for views both up and down the river.
- The play space should be a natural play area with no formal playground equipment to accentuate the natural environment of the river and encourage the use of the imagination in play.
- The trailhead should incorporate signage with trail maps, park history, and wayfinding to other local amenities as well as features such as a bike repair station.
- There should be two styles of furnishings throughout the park with benches and tables that match the aesthetic of the amphitheater along the promenade and more standard benches and tables seen throughout the park system

throughout the rest of the park.

While the educational pavilion has not be directly discussed yet, it is anticipated that the structure will also take the form of being primarily pre-cast with design elements that closely follow those of the amphitheater and the overall design standards developed by the Park Board.

At this time, preliminary cost estimates have not been formally given by WSB, but they should be issued at an upcoming PMT meeting. However, we do believe that the proposed design elements should result in certain areas of the project being significantly under budget to an extent that may allow for the construction of both the amphitheater structure and river steps. These two elements are currently added alternates based upon how bids come in when the project goes out to bid next spring.

2022 Budget

Public Works staff have been working closely with finance staff to finalize the 2022 budget. Through processes of obtaining quotes and getting more information than we had previously, items within the capital budget and operational budgets are being modified to match what they will cost in 2022. Many items are seeing inflationary increases due to supply chain issues and material shortages. The Council budget meeting is set for November 22nd at 6:00 PM in the Council Chambers. You will recall, the Council set a preliminary levy of 2%. The final levy can not be greater than the preliminary levy set.

Park Maintenance Tasks Completed

- Hung Christmas lights around Gregory Park Pleasure Rink.
- Decorated Christmas Tree at City Hall.
- Built skate boxes for Gregory Park.
- Building shelving and coat hooks for warming house Memorial Park.
- Replaced thermostat at Gregory Park.
- Cleaned out Gregory Park and Bane Park Warming Houses.
- Closed and winterized remaining buildings.
- Split and stacked wood for campground usage.
- Replaced bulbs in all downtowns wreathes and swags.
- Put on all snow removal attachments.
- Repaired playground fixture at Buffalo Hills Park.
- Removed tennis nets.
- Stored summer equipment.