

PARK BOARD

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Tuesday, July 26, 2022, @ 4:00pm

The public is invited to attend this meeting in person
Attend by phone: 1-844-992-4726 Meeting Access Code: 2488 517 4622
Meeting is also televised on CTC Cable channel 8 and streamed live on
YouTube: www.youtube.com/CityOfBrainerdMN

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

2. **Roll Call**

___T. Boeder ___K. Schaefer ___A. Shipe ___K. Yeager
___T. Rushmeyer

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**

May 10, 2022 Minutes

Documents:

051022 Park Board draft minutes.pdf

B. **Approval Of The Disbursements**

Month of July 2022

Documents:

2022-07-26 PARKS AP REGISTER.pdf

C. **Financial Reports**

June 2022 Financial Report

Documents:

2022 June Financials.pdf

6. **Presentations**

Brainerd History Group Presentation

Documents:

History Group Presentation.pdf

7. **Unfinished Business**

A. **Consider Placement Of Trees For 2022**

Documents:

Tree Placement.pdf

B. **Discuss And Approve Kiwanis Park Restroom And Pavilion Improvement Add Alternates**

Documents:

Kiwanis Park Add Alternates.pdf

C. **Update On Mississippi Landing Trailhead Park Construction**

Documents:

MLT Project Update.pdf

D. **Approve Mississippi Landing Trailhead Park Change Order 4 - Canoe/Kayak Launch**

Documents:

Change Order 4.pdf

E. **Approve Mississippi Landing Trailhead Park Change Order 5 - Restroom Fixtures Update**

Documents:

Change Order 5.pdf

F. **Approve Mississippi Landing Trailhead Park Change Order 6 - Hydrant Replacement**

Documents:

Change Order 6.pdf

8. **New Business**

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. **Board Member Reports**

11. **Staff Reports**

July Department Reports

Documents:

2022-07-26_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 special meeting of the Brainerd Park Board was called to order at 4:02 p.m. by Board President Rushmeyer.

The following members were noted as present: Schaefer, Shipe, Yeager, and Rushmeyer. Member Boeder and City Council Liaison Dave Badeaux were noted absent.

Also noted present were Recreation Coordinator Kaufman, City Administrator Jennifer Bergman, and Natalie Schiferl from the Brainerd Northside Neighborhood Association.

Approval of the Agenda - Approved

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

Unfinished Business

Park Board Work Session-Parks Master Planning

Work Session Notes

Mr. Yeager presented renderings of Buster Park based on notes from the April 19 master planning session. The big changes include the new shelter, which he drew in the same location as the existing structure, bathrooms in port-a-potty style with a decorative wrap around them, watering station somewhere near the entry, paving the parking lot, adding a pavilion, improving the open space and six primitive overnight campsites, clearing and landscaping. Possible future amenities were discussed. The plan as presented will be on the next Park Board meeting agenda for approval.

Mr. Yeager turned the floor over to Mr. Shipe and Ms. Schiferl. Ms. Schiferl shared a paper flyer for the Spring Into Action Clean-up Day that the Brainerd Northside Neighborhood Association is promoting throughout the neighborhood. The volunteers will clean up weeds and mulched areas, trim some shrubs and do some overall clean-up of sticks and debris. Mr. Rushmeyer repeated his request for a summary of the BNNA's presentation to the Park Board at the February 22 meeting. Ms. Schiferl said she would try to get it.

Mr. Yeager opened discussion for Gregory Park and Triangle Park master planning. The Board went through the worksheet item by item. Parking inside Gregory Park is still an issue. A sidewalk from the street to the existing concrete was discussed previously and was brought up again to alleviate parking in this park. Board members would like to add a second basketball court. They would like to see the bandstand made structurally sound so it can be used, and create a symmetrical promenade from the south entrance to the center court area with benches and trees lining the walkways and possibly incorporate local art such as a sculpture garden. The consensus is to keep the fountain at its present location. The Board is getting away from grilling stations in the parks. The Triangle Park sign will be replaced. Horseshoe pits or permanent corn hole boards at Triangle Park are a possibility. Mutt mitts are requested at Triangle Park. Some sort of shade and seating for parents while they are watching their kids is needed at Triangle Park. Underground versus overhead power would be preferred to eliminate power poles.

The Park Board will be pausing the parks master planning sessions until a new City Engineer/Public Works Director is hired.

Adjourn

MOVED AND SECONDED AT 5:30 P.M. BY SCHAEFER AND SHIPE, DULY CARRIED,
TO ADJOURN THE MEETING.

Respectfully Submitted,

Kim Finch, Administrative Specialist

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 1/8

EXP CHECK RUN DATES 06/23/2022 - 07/22/2022

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
306825 72034	ACE HARDWARE STIHL CHAINSAW OIL - BAP AND SHOP 230-5200-42220	06/15/2022 pziemer	07/06/2022	19.65 19.65	0.00	Paid	Y 07/06/2022
307054 72176	ACE HARDWARE THREAD SEAL TAPE, CORED HEX HD PLUG 230-5200-42220	06/22/2022 pziemer	07/06/2022	4.93 4.93	0.00	Paid	Y 07/06/2022
307208 72374	ACE HARDWARE FASTENERS, END BOLTS 230-5200-42220	06/30/2022 pziemer	07/20/2022	14.37 14.37	0.00	Paid	Y 07/20/2022
307381 72375	ACE HARDWARE CABLE TIES 230-5200-42220	07/06/2022 pziemer	07/20/2022	8.99 8.99	0.00	Paid	Y 07/20/2022
307422 72376	ACE HARDWARE FASTENERS 230-5200-42220	07/07/2022 pziemer	07/20/2022	1.23 1.23	0.00	Paid	Y 07/20/2022
307364 72377	ACE HARDWARE RETURNED FASTENERS - CREDIT 230-5200-42220	07/06/2022 pziemer	07/20/2022	(2.10) (2.10)	0.00	Paid	Y 07/20/2022
307429 72457	ACE HARDWARE NYLON ROPE, SNAP ENDBOLTS, FASTENERS 101-1940-42220	07/08/2022 pziemer	07/20/2022	56.60 56.60	0.00	Paid	Y 07/20/2022
307509 72458	ACE HARDWARE SPRAY PAINT, REPLACEMENT TRIM HEAD 230-5200-42220	07/12/2022 pziemer	07/20/2022	25.38 25.38	0.00	Paid	Y 07/20/2022
29966 72051	ANDERSON BROTHERS CONSTRU MEMORIAL CONCESSIONS/GREGORY FLAGPOLE 230-5200-42220	06/15/2022 pziemer	07/06/2022	1,645.00 1,645.00	0.00	Paid	Y 07/06/2022
605351 72406	BECKER ARENA PRODUCTS MMP -SMALL HOCKEY RINK DASHER SYSTEM 400-9050-45510	07/11/2022 pziemer	07/20/2022	35,646.30 35,646.30	0.00	Paid	Y 07/20/2022

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 2/8

EXP CHECK RUN DATES 06/23/2022 - 07/22/2022

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1477952 72290	C & L DISTRIBUTING CONCESSION SIGNAGE 230-5204-42210	06/30/2022 pziemer	07/20/2022	26.00 26.00	0.00	Paid	Y 07/20/2022
8000092166-0/6-22/PK 72345	CENTERPOINT ENERGY 5/14/22-6/15/22 PARKS DEPT UTILITIES 230-5200-43380	06/23/2022 pziemer	07/08/2022	40.12 40.12	0.00	Paid	Y 07/08/2022
J2022-0363 72041	CITY OF BRAINERD MISSISSIPPI LANDING TRAILHEAD PROJECT 401-9030-43430-21:16	06/17/2022 pziemer	07/06/2022	204.24 204.24	0.00	Paid	Y 07/06/2022
6517 72397	COILS FLAGS - FLAGPOLES DOWNTOWN FLAG POLE REPAIRS - FRONT ST 101-1940-42220	06/20/2022 pziemer	07/20/2022	394.95 394.95	0.00	Paid	Y 07/20/2022
21077843 72438	CONSOLIDATED TELEPHONE CO 7/12/22-8/11/22 230-5280-43321	07/13/2022 pziemer	07/20/2022	208.15 208.15	0.00	Paid	Y 07/20/2022
21069614/PARKS 72446	CONSOLIDATED TELEPHONE CO 7/12/22-8/11/22 PARKS PHONE/INTERNET 230-5200-43321	07/12/2022 pziemer	07/20/2022	49.55 49.55	0.00	Paid	Y 07/20/2022
TRX 355 PARKS 72200	CUB FOODS - BRAINERD CONCESSIONS - CHEESE 230-5204-42210	06/28/2022 pziemer	07/06/2022	19.98 19.98	0.00	Paid	Y 07/06/2022
TRX 402 PARKS 72432	CUB FOODS - BRAINERD CAMPGROUND SUPPLIES - ZIPLOC BAGS 230-5280-42210	07/12/2022 pziemer	07/20/2022	9.98 9.98	0.00	Paid	Y 07/20/2022
21:16 -PAY REQ 1 72155	CUSTOM BUILDERS, INC MISSISSIPPI LANDING TRAILHEAD PAY REQ 401-9030-45530-21:16	06/28/2022 pziemer	06/28/2022	104,891.80 104,891.80	0.00	Paid	Y 06/28/2022
1608022 72179	DAHLHEIMER BEVERAGE CONCESSIONS - POPCORN KITS & BOXES 230-5204-42210	06/24/2022 pziemer	07/06/2022	113.80 113.80	0.00	Paid	Y 07/06/2022

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 06/23/2022 - 07/22/2022

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 3/8

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1615430 72398	DAHLHEIMER BEVERAGE CUSTODIAL SUPPLIES - GLOVES, PINE SOL 230-5200-42210	07/08/2022 pziemer	07/20/2022	423.70 423.70	0.00	Paid	Y 07/20/2022
1419 72090	ELECTRICAL OPTIONS LLC REPAIR CRANE FOUNTAIN PUMP-GREGORY P 230-5200-42220	06/22/2022 pziemer	07/06/2022	152.50 152.50	0.00	Paid	Y 07/06/2022
FBN4511633/PARKS 72475	ENTERPRISE FM TRUST JULY 22 PARKS VEHICLE LEASES 230-5200-43331	07/06/2022 pziemer	07/21/2022	2,331.49 2,331.49	0.00	Paid	Y 07/21/2022
9351420931 72030	GRAINGER FOUNTAIN PUMP, 3/4 HP, 115V - GREGORY 230-5200-42220	06/21/2022 pziemer	07/06/2022	1,011.74 1,011.74	0.00	Paid	Y 07/06/2022
00210496 72388	LAKES PRINTING QTY 2000 - OFFICIAL SCORE CARD 230-5215-42210	06/14/2022 pziemer	07/20/2022	221.70 221.70	0.00	Paid	Y 07/20/2022
77383 72363	MENARDS - BAXTER GUTTER - SHOP 230-5200-42220	06/27/2022 pziemer	07/20/2022	28.04 28.04	0.00	Paid	Y 07/20/2022
9219604 72180	MIDWEST MACHINERY CO CHAPS SAFETY EQUIPMENT 230-5200-42210	06/27/2022 pziemer	07/06/2022	84.99 84.99	0.00	Paid	Y 07/06/2022
H 46086 72044	MINNESOTA T'S SEASONAL EMPLOYEE UNIFORM TEES 230-5200-42210	06/17/2022 pziemer	07/06/2022	30.00 30.00	0.00	Paid	Y 07/06/2022
2022258 72462	MINNESOTA/WISCONSIN PLAYGROUND TWO MEMORIAL BENCHES 230-5200-42220	07/13/2022 pziemer	07/20/2022	2,167.31 2,167.31	0.00	Paid	Y 07/20/2022
29668 72181	MR TIRE TIRE REPAIR 230-5200-42220	06/21/2022 pziemer	07/06/2022	44.26 44.26	0.00	Paid	Y 07/06/2022

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 4/8

EXP CHECK RUN DATES 06/23/2022 - 07/22/2022

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1353083-00 72385	MTI DISTRIBUTING CO TORO MOWER PARTS-ROLLERS, TUBES, BOLTPziemer 230-5200-42220 REPAIR & MAINT	07/06/2022 pziemer	07/20/2022	151.73 151.73	0.00	Paid	Y 07/20/2022
1353083-01 72436	MTI DISTRIBUTING CO TORO MOWER PARTS-SCREW 230-5200-42220 REPAIR & MAINT	07/08/2022 pziemer	07/20/2022	28.99 28.99	0.00	Paid	Y 07/20/2022
2045376 72437	MUSIC GENERAL 7/6/22 BASIC SOUND SYSTEM RENTAL 230-5200-43300 PROFESSIONAL SERVICES	07/06/2022 pziemer	07/20/2022	250.00 250.00	0.00	Paid	Y 07/20/2022
4626 72490	OBERG MFG & FENCING STORM DAMAGE - REMOVE/REPLACE BACKST(pziemer 230-5200-42220 REPAIR & MAINT	07/21/2022 pziemer	07/22/2022	27,428.00 27,428.00	27,428.00	Open	N 07/22/2022
1114046-0 72358	OFFICE SHOP 2023 REMARKABLE WALL CALENDAR 230-5200-42200 OFFICE SUPPLIES	07/08/2022 pziemer	07/20/2022	24.12 24.12	0.00	Paid	Y 07/20/2022
2538 71991	STOUT HYDROSEEDING & FERTILIZING COLLEGE DRIVE ROUNDABOUTS- WEED KILL(pziemer 230-5200-42220 REPAIR & MAINT	06/15/2022 pziemer	07/06/2022	1,000.00 1,000.00	0.00	Paid	Y 07/06/2022
2537 72042	STOUT HYDROSEEDING & FERTILIZING WEED CONTROL: MEMORIAL/MILLS/JAYCEES(pziemer 230-5200-42221 R&M-ATHLETIC FIELD MAINT 230-5200-42220 REPAIR & MAINT	06/15/2022 pziemer	07/06/2022	2,670.00 1,995.00 675.00	0.00	Paid	Y 07/06/2022
2536 72071	STOUT HYDROSEEDING & FERTILIZING WEED CONTROL JCP SOCCER FIELD 230-5200-42221 R&M-ATHLETIC FIELD MAINT	06/15/2022 pziemer	07/06/2022	375.00 375.00	0.00	Paid	Y 07/06/2022
369213 72025	SULLIVAN CANDY & SUPPLY CONCESSIONS - NACHO CHEESE, FLAVOR I(pziemer 230-5204-42210 OPERATING SUPPLIES	06/17/2022 pziemer	07/06/2022	183.28 183.28	0.00	Paid	Y 07/06/2022
370107 72399	SULLIVAN CANDY & SUPPLY CONCESSIONS - MMP 230-5204-42210 OPERATING SUPPLIES	07/08/2022 pziemer	07/20/2022	137.62 137.62	0.00	Paid	Y 07/20/2022

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 5/8

EXP CHECK RUN DATES 06/23/2022 - 07/22/2022

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2198 72199	TIM THOMPSON PLUMBING LLC MMP RETENTION POND PUMP REPAIR-INSTAlpziemer 230-5200-42220 REPAIR & MAINT	06/25/2022 pziemer	07/06/2022	2,175.00 2,175.00	0.00	Paid	Y 07/06/2022
2207 72435	TIM THOMPSON PLUMBING LLC MMP RETENTION POND SUMP PUMP REPAIR pziemer 230-5200-42220 REPAIR & MAINT	07/08/2022 pziemer	07/20/2022	248.00 248.00	0.00	Paid	Y 07/20/2022
128674-00 72177	UPPER LAKES FOODS INC CONCESSIONS - PICKLE SLICES, BURGERS,pziemer 230-5204-42210 OPERATING SUPPLIES	06/24/2022 pziemer	07/06/2022	786.61 786.61	0.00	Paid	Y 07/06/2022
9909506910/PARKS 72318	VERIZON WIRELESS 5/24/22-6/23/22 PARKS DEPT PHONES pziemer 230-5200-43321 TELEPHONE	07/08/2022 pziemer	07/08/2022	86.22 86.22	0.00	Paid	Y 07/08/2022
2869500 72047	VIKING COCA COLA BOTTLING CO CONCESSIONS - MMP BEVERAGES pziemer 230-5204-42210 OPERATING SUPPLIES	06/15/2022 pziemer	07/06/2022	449.50 449.50	0.00	Paid	Y 07/06/2022
2869498 72048	VIKING COCA COLA BOTTLING CO CONCESSIONS - BAP BEVERAGES pziemer 230-5204-42210 OPERATING SUPPLIES	06/15/2022 pziemer	07/06/2022	183.00 183.00	0.00	Paid	Y 07/06/2022
26X66570 72297	WASTE PARTNERS INC JUNE 2022 PARKS WASTE REMOVAL pziemer 230-5200-43380 UTILITIES	06/30/2022 pziemer	07/20/2022	830.70 830.70	0.00	Paid	Y 07/20/2022
125729 72359	WATSON COMPANY CONCESSIONS - PRODUCT RETURNED pziemer 230-5204-42210 OPERATING SUPPLIES	06/07/2022 pziemer	07/20/2022	(136.00) (136.00)	0.00	Paid	Y 07/20/2022
126161 72360	WATSON COMPANY CONCESSIONS - NACHO CHEESE, FROZEN Tfpziemer 230-5204-42210 OPERATING SUPPLIES	06/21/2022 pziemer	07/20/2022	644.85 644.85	0.00	Paid	Y 07/20/2022
126619 72361	WATSON COMPANY CONCESSIONS - CANDY, PRETZELS, FROZENpziemer 230-5204-42210 OPERATING SUPPLIES	07/05/2022 pziemer	07/20/2022	597.65 597.65	0.00	Paid	Y 07/20/2022

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EXP CHECK RUN DATES 06/23/2022 - 07/22/2022

BOTH JOURNALIZED AND UNJOURNALIZED

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Page: 6/8

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
81865470/PARKS							
72454	WEX BANK	06/30/2022	07/20/2022	3,300.74	0.00	Paid	Y
	JUNE 2022 PARKS DEPT FUEL	pziemer					07/20/2022
	230-5200-42212	MOTOR FUELS		3,300.74			
12173							
72032	WINNERS TROPHY	06/18/2022	07/06/2022	35.00	0.00	Paid	Y
	MEMORIAL TREE PLAQUE	pziemer					07/06/2022
	230-5200-42220	REPAIR & MAINT		35.00			
PCard: 2257 U.S. BANK Card Holder: PARKS							
5/25/22							
72156	COSTCO	06/01/2022	07/06/2022	22.53	0.00	Paid	Y
	CONCESSIONS - BUNS, ICE	pziemer					07/06/2022
	230-5204-42210	OPERATING SUPPLIES		22.53			
6/2/22							
72157	COSTCO	06/02/2022	07/06/2022	(39.98)	0.00	Paid	Y
	RETURN - KIDS FISHING CLINIC SUPPLIES	pziemer					07/06/2022
	230-5211-42210	OPERATING SUPPLIES		(39.98)			
6/2/22 - 2							
72158	COSTCO	06/02/2022	07/06/2022	196.66	0.00	Paid	Y
	CONCESSIONS - CHIPS, ICE, BANDAIDS	pziemer					07/06/2022
	230-5204-42210	OPERATING SUPPLIES		140.70			
	230-5200-42210	OPERATING SUPPLIES		55.96			
6/2/22 - 3							
72159	COSTCO	06/02/2022	07/06/2022	471.46	0.00	Paid	Y
	CONCESSIONS & JANITORIAL SUPPLIES	pziemer					07/06/2022
	230-5204-42210	OPERATING SUPPLIES		414.49			
	230-5200-42210	OPERATING SUPPLIES		56.97			
6/6/22							
72161	COSTCO	06/06/2022	07/06/2022	17.17	0.00	Paid	Y
	CONCESSIONS - CONDIMENTS	pziemer					07/06/2022
	230-5204-42210	OPERATING SUPPLIES		17.17			
6/7/22							
72162	COSTCO	06/07/2022	07/06/2022	72.18	0.00	Paid	Y
	CONCESSIONS - BUNS, MOSQUITO SPRAY -	pziemer					07/06/2022
	230-5204-42210	OPERATING SUPPLIES		33.21			
	230-5200-42210	OPERATING SUPPLIES		38.97			
6/20/22							
72163	COSTCO	06/20/2022	07/06/2022	24.54	0.00	Paid	Y
	CONCESSIONS - WATER, BUNS	pziemer					07/06/2022
	230-5204-42210	OPERATING SUPPLIES		24.54			

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BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 7/8

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
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PCard: 2257 U.S. BANK Card Holder: PARKS

6/24/22 72164	COSTCO CONCESSIONS - PAPER TOWELS, CHIPS, H(pziemer 230-5204-42210	06/24/2022 OPERATING SUPPLIES	07/06/2022	196.69 196.69	0.00	Paid	Y 07/06/2022
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6/23/22 72165	HARBOR FREIGHT TOOLS TRASH PICK UP TOOL 230-5200-42220	06/23/2022 pziemer REPAIR & MAINT	07/06/2022	29.97 29.97	0.00	Paid	Y 07/06/2022
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6/3/22 72160	WALMART COMMUNITY/GECRB CONCESSIONS - BUNS 230-5204-42210	06/03/2022 pziemer OPERATING SUPPLIES	07/06/2022	100.32 100.32	0.00	Paid	Y 07/06/2022
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Total PCard: 2257 U.S. BANK Card Holder: PARKS

# of Invoices:	59	# Due:	1	Totals:	192,594.28	27,428.00
# of Credit Memos:	3	# Due:	0	Totals:	(178.08)	0.00
Net of Invoices and Credit Memos:					192,416.20	27,428.00

--- TOTALS BY GL DISTRIBUTION ---

101-1940-42220	REPAIR & MAINT	451.55
230-5200-42200	OFFICE SUPPLIES	24.12
230-5200-42210	OPERATING SUPPLIES	690.59
230-5200-42212	MOTOR FUELS	3,300.74
230-5200-42220	REPAIR & MAINT	36,892.99
230-5200-42221	R&M-ATHLETIC FIELD MAINT	2,370.00
230-5200-43300	PROFESSIONAL SERVICES	250.00
230-5200-43321	TELEPHONE	135.77
230-5200-43331	LEASE PAYMENTS	2,331.49
230-5200-43380	UTILITIES	870.82
230-5204-42210	OPERATING SUPPLIES	3,955.94
230-5211-42210	OPERATING SUPPLIES	(39.98)
230-5215-42210	OPERATING SUPPLIES	221.70
230-5280-42210	OPERATING SUPPLIES	9.98
230-5280-43321	TELEPHONE	208.15
400-9050-45510	CAPITAL - LAND	35,646.30
401-9030-43430-21:16	MISCELLANEOUS	204.24
401-9030-45530-21:16	CAPITAL-PYMTS TO CONTRACTS	104,891.80

07/22/2022 10:21 AM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 06/23/2022 - 07/22/2022

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 8/8

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
101	- GENERAL FUND			451.55	0.00		
230	- PARK & RECREATION FUND			51,222.31	27,428.00		
400	- CAPITAL PROJECTS FUND			35,646.30	0.00		
401	- CONSTRUCTION FUND			105,096.04	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
1940	- CITY HALL			451.55	0.00		
5200	- PARK MAIN/ADMINISTRATION			46,866.52	27,428.00		
5204	- CONCESSIONS			3,955.94	0.00		
5211	- SPECIAL EVENTS PROGRAM			(39.98)	0.00		
5215	- ADULT SOFTBALL			221.70	0.00		
5280	- CAMPGROUND			218.13	0.00		
9030	- CONSTRUCTION PROJ-MISC			105,096.04	0.00		
9050	- CAPITAL PROJECTS-MISC			35,646.30	0.00		

As of June 30, 2022

	Park Maintenance		Pond Hockey		Outdoor Rinks		Concessions		Tournaments		Special Events	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Total Taxes and Penalties	35,000	12,576	-	-	-	-	-	-	-	-	-	-
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services - User Fees	11,500	6,070	1,500	308	-	-	45,000	14,378	2,500	55	1,000	1,244
Other Revenue												
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	65,000	21,108	-	-	-	-	-	-	-	-	-	-
Contributions & Donations	-	4,740	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	1,000	-	-	-	-	-	-	-	-	-	-	-
Misc. Revenue	1,000	430	-	-	-	-	-	-	-	-	-	-
Total Charges for Services	67,000	26,278	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	113,500	44,924	1,500	308	-	-	45,000	14,378	2,500	55	1,000	1,244
Total Personal Services	751,649	351,781	446	135	8,005	12,369	16,431	4,302	-	1,117	-	1,880
Supplies												
Office and Operating Supplies	5,750	2,926	500	340	250	31	27,500	14,799	2,000	-	2,000	756
Motor Fuels	15,000	7,605	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	55,000	16,400	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance - Athletic Field	5,000	6,601	-	-	-	-	-	-	-	-	-	-
Small Tools	800	383	-	-	-	-	-	-	-	-	-	-
Total Supplies	81,550	33,915	500	340	250	31	27,500	14,799	2,000	-	2,000	756
Services												
Professional Services	18,000	11,500	-	-	-	-	-	-	-	-	-	-
Computer Technical Support	4,000	13,090	-	-	-	-	-	-	-	-	-	-
Telephone	2,580	1,331	-	-	-	-	-	-	-	-	-	-
Postage	500	88	-	-	-	-	-	-	-	-	-	-
Professional Development	1,000	20	-	-	-	-	-	-	-	-	-	-
Lease Payments	29,125	14,143	-	-	-	-	-	-	-	-	-	-
Printing/Legal Publications	1,000	436	-	-	-	-	-	-	-	-	-	-
Insurance	44,248	18,902	-	-	-	-	-	-	-	-	-	-
Utilities	72,800	25,034	-	-	-	-	-	-	-	-	-	-
Rent Expense	1,500	460	-	-	-	-	-	-	-	-	-	-
Miscellaneous	2,000	257	-	-	-	-	-	-	-	-	-	-
Credit Card Fees	1,000	627	-	-	-	-	-	-	-	-	-	-
Dues and Subscriptions	1,100	222	-	-	-	-	-	-	-	-	-	-
Total Services	178,852	86,108	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	1,012,052	471,804	946	475	8,255	12,400	43,931	19,101	2,000	1,117	2,000	2,635
Other Revenue (Expenses)												
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(898,552)	(426,879)	554	(167)	(8,255)	(12,400)	1,069	(4,723)	500	(1,062)	(1,000)	(1,391)

As of June 30, 2022

	Kickball		Adult Softball		Campground		GRAND TOTAL	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Total Taxes and Penalties	-	-	-	-	-	-	35,000	12,576
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-
Charges for Services - User Fees	3,000	-	50,000	37,649	40,000	15,600	154,500	75,304
Other Revenue								
Interest Income	-	-	-	-	-	-	-	-
Public Utility Electric Sales	-	-	-	-	-	-	65,000	21,108
Contributions & Donations	-	-	-	-	-	-	-	4,740
Misc. Program Revenue	-	-	-	-	-	-	1,000	-
Misc. Revenue	-	-	-	-	-	-	1,000	430
Total Charges for Services	-	-	-	-	-	-	67,000	26,278
TOTAL REVENUES	3,000	-	50,000	37,649	40,000	15,600	256,500	114,158
Total Personal Services	2,806	-	26,878	9,044	-	-	806,216	380,629
Supplies								
Office and Operating Supplies	600	-	14,000	7,420	500	782	53,100	27,052
Motor Fuels	-	-	-	-	-	-	15,000	7,605
Repairs & Maintenance	-	-	3,500	-	1,500	664	60,000	17,064
Repairs & Maintenance - Athletic Field	-	-	-	-	-	-	5,000	6,601
Small Tools	-	-	-	-	-	-	800	383
Total Supplies	600	-	17,500	7,420	2,000	1,446	133,900	58,706
Services								
Professional Services	-	-	-	-	-	-	18,000	11,500
Computer Technical Support	-	-	-	-	-	-	4,000	13,090
Telephone	-	-	-	-	800	432	3,380	1,763
Postage	-	-	-	-	-	-	500	88
Professional Development	-	-	-	-	-	-	1,000	20
Lease Payments	-	-	-	-	-	-	29,125	14,143
Printing/Legal Publications	-	-	-	-	100	-	1,100	436
Insurance	-	-	-	-	-	-	44,248	18,902
Utilities	-	-	-	-	3,300	264	76,100	25,298
Rent Expense	-	-	-	-	-	-	1,500	460
Miscellaneous	-	-	-	-	-	-	2,000	257
Credit Card Fees	-	-	-	-	-	-	1,000	627
Dues and Subscriptions	-	-	-	-	-	-	1,100	222
Total Services	-	-	-	-	4,200	696	183,052	86,804
TOTAL OPERATING EXPENSES	3,406	-	44,378	16,464	6,200	2,142	1,123,168	526,139
Other Revenue (Expenses)								
Sale of Assets	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(406)	-	5,622	21,184	33,800	13,458	(866,668)	(411,981)



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐

INFORMATION ONLY

☐

ACTION REQUESTED

Action Requested:

☐

Direction Requested

☐

Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐

Yes

☐

No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐

Yes

☐

No

Please Explain:



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐

INFORMATION ONLY

☐

ACTION REQUESTED

Action Requested:

☐

Direction Requested

☐

Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐

Yes

☐

No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

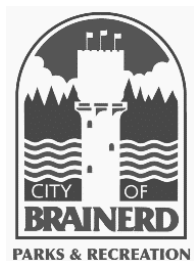
☐

Yes

☐

No

Please Explain:



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:



BARATTO BROTHERS
COMMERCIAL CONSTRUCTION SERVICES

July 21, 2022

Paul Sandy
WSB
15574 Edgewood Drive
Baxter, MN 56425

RE: City of Brainerd – Kiwanis Park Restroom and Pavilion Improvements – Add Alternates

Mr. Sandy,

Per your request, Baratto Brothers Construction, Inc. has assembled the following proposal for the Brainerd Kiwanis Park Restroom Building and Pavilion Improvements Project based in response to the Transmittal from TWM Architecture dated June 30, 2022 and our site observations.

Kiwanis Park Add Alternates:

Add Alternate #1: No pricing has been included for this item as the floor is already epoxy coated.

Add Alternate #2: Replace existing plumbing fixtures with new specified fixtures

- | | | |
|-----------------------|--|-----------------|
| - Option A | Replace existing wall mounted toilets and urinals with new toilets and urinals utilizing the existing wall mounted carriers, relace the existing flush valves, replace existing lav sinks and faucets with models specified | Add \$13,040.00 |
| - Option B | Remove existing wall mounted toilets and carriers and replace with specified floor mounted fixtures. Remove and replace urinals, lav sinks and lav faucets with specified fixtures. Includes concrete cutting, patching and plumbing permit. | Add \$30,515.00 |
| - Add Option C | Furnish and install four (4) American Standard 1340227002 metered lav facuets in lieu of model specified | Add \$500.00 |
| - Add Option D | Remove existing water heater and replace with AO Smith 100297063 ENLB 30-gallon | Add \$2,650.00 |

Add Alternate #3: Add aluminum gutters and downspouts to the Restroom Building:

- | | | |
|-------------------|---|----------------|
| - Option A | 5" Aluminum gutters and downspouts without gutter guards | Add \$1,550.00 |
| - Option B | 5" aluminum gutters and downspouts with Valor gutter guards | Add \$3,100.00 |
| - Option C | 6" Aluminum gutters and downspouts without gutter guards | Add \$1,675.00 |
| - Option D | 6" Aluminum gutters and downspouts with Valor Gutter Guards | Add \$3,275.00 |



BARATTO BROTHERS
COMMERCIAL CONSTRUCTION SERVICES

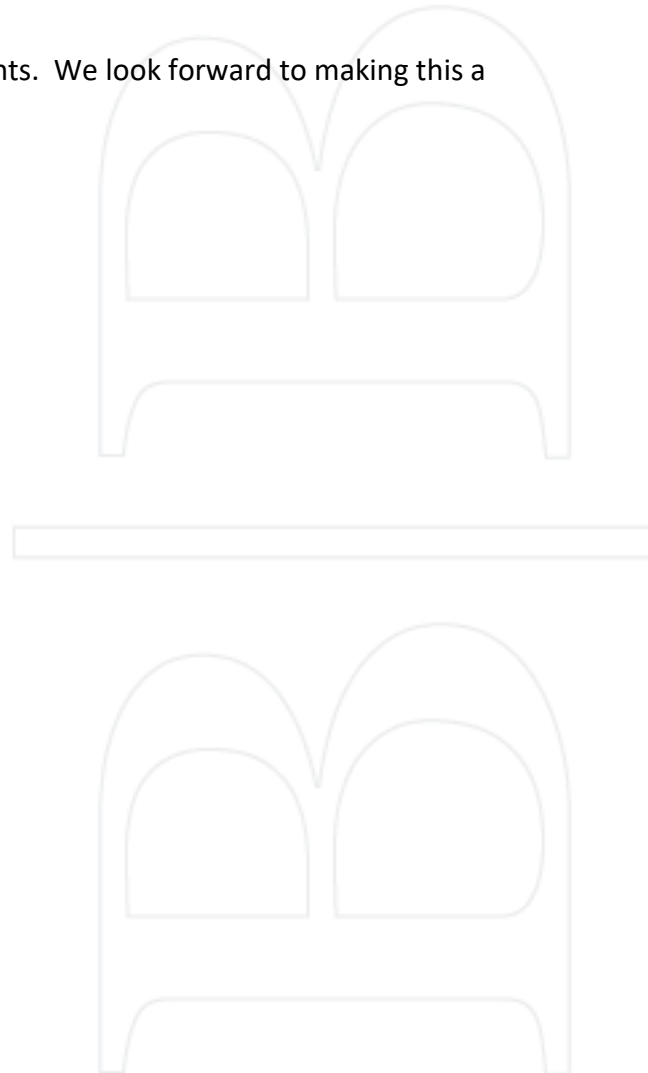
Add Alternate #4	Replace eight (8) existing fluorescent strip lights with Metalux lights specified in Add Alternate Letter. 3500k color temperature is not available, 4000k color temperature included as they are the most readily available.	Add \$2,800.00
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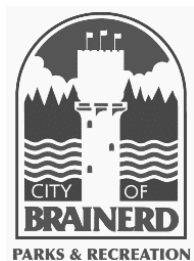
Add Alternate #5: Change roofing to Metal sales Image II, paint fascia to match roofing and paint	
- Restroom Building	Add \$11,600.00
- Pavilion	Add \$7,400.00

Please review and let me know if you have any questions or comments. We look forward to making this a successful project for you!

Respectfully submitted,

Andy Basara
Project Manager





Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:

Memorandum

To: Brainerd Park Board

From: Paul Sandy, PE
Senior Project Manager

Date: July 26th, 2022

Re: Mississippi Landing Trailhead Park
Project Update
WSB Project No. 018999

The project team appreciates this opportunity to provide this project update to the Park Board for the month of July, with an additional look-ahead to the August scheduled activities.

Work Completed

To date, the work completed on the site consists of the below items:

- Clearing and grubbing (tree removals) completed.
- Erosion and sediment controls in place.
- All removals complete in the park and street.
- Foundations for amphitheater and learning center complete.
- Helical piles for river overlook have been drilled in place.
- Park excavation/fill activities have started.
- Partial roadway excavation, insulation of watermain, hydrant relocation, and water/sewer connection stubs have been completed.

Planned Activities

In the next month, the contractor on site will be working on the following work items:

- Continued site grading and excavation to planned project elevations and contours in park and street.
- Storm sewer installation in the roadway.
- Structural steel delivery for river overlook delivery on August 1st.
- Excavation activities at canoe/kayak launch.
- Amphitheater and learning center precast concrete column and beam erection mid-august.
- Bathroom structure foundation and block erection.

Project Cost Update

Below is a prepared estimate of current project costs utilizing the as-bid project cost and adding in approved or pending change orders and contract amendments so that the Park Board may analyze the remaining budget to date on the project:

Original Contract Cost:	\$2,373,647.97
Park Cost (LCCMR)	\$1,856,029.50
Road Cost (City Construction Fund)	\$517,618.47
Tree Clearing (LCCMR Funded)	\$19,750.00

Change Order 1 - Precast Column and Beam Supplier Change, (LCCMR)	\$97,904.77
Change Order 2 - Block Structure Restroom Change, (LCCMR)	\$32,869.76
Change Order 3 - Administrative Quantity Change from Measured to Plan)	\$0.00
Change Order 4 – Restroom Finish/Electrical Change from Originally Priced to Park Board Standard, (LCCMR) (if approved)	\$15,127.00
Change Order 5 – Changes to Fire Hydrant/Valve Install (LCCMR) (if approved)	\$2,435.90
Change Order 6 – Adding to Project Canoe/Kayak Launch (LCCMR) (if approved)	\$63,685.16
Revised Park Cost (LCCMR)	\$2,087,802.09
Engineering – Original and Contract Amendment 1 (LCCMR)	\$237,498.00
Engineering – Contract Amendment 2 (LCCMR) (if approved)	\$45,000
Total LCCMR Budget	\$2,850,000.00
City MIF Cost Share (per LCCMR Grant Documentation)	\$100,000.00
Project Funds Remaining (LCCMR)	\$579,599.91

Canoe/Kayak Launch Update

WSB staff have secured the permit necessary to construct the canoe/kayak launch as originally planned and designed. The change order adding it back into the construction project can be seen on the agenda tonight for review by the Park Board.



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐

INFORMATION ONLY

☐

ACTION REQUESTED

Action Requested:

☐

Direction Requested

☐

Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐

Yes

☐

No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐

Yes

☐

No

Please Explain:

2540 GEOPAVER

2540.1 – DESCRIPTION

Paragraph A is supplemented with the following:

The Contractor shall be responsible for complete installation of geopaver system in accordance with both the construction documents and manufacturer's specifications (supplied by manufacture's local representative and approved by LA-E. prior to construction). Contractor shall be responsible for all labor, equipment, materials, and miscellaneous expenses associated with installation of the geopaver system.

Geopaver system listed below shall not be substituted without Owner and LA-E approval of alternate manufacturer and product line. Any request for such a substitution must be in writing and made at not less than seven days prior to bid opening date. The requests must be self-explanatory with all product line, technical drawings and manufacturer information supplied for review by the Owner and LA-E. Requests for substitutions for this equipment subsequent to this date will not be considered.

2540.1 – MATERIALS

Geopaver system shall be Belgard Turfstone Permeable Paver, 16 inch X 24 inch X 3 1/8 inch, by Belgard (Ph. 1-877-BELGARD).

Infill material shall be 3/8 inch minus crushed limestone.

Edge restraint to be heavy duty plastic paver restraint, Sure-loc #P18PE or equal.

SUBMITTALS

Geopaver System: Provide product data and material sample of no smaller than 12 inch x 12 inch square.

Infill material: Provide product data and 6 oz. sample bag.

Edge restraint: Provide product data.

WARRANTY

Provide manufacturer's standard limited warranty covering all components against failure resulting from normal use.

2540.4 & 2540.5 – METHOD OF MEASUREMENT AND BASIS OF PAYMENT

Paragraph A is supplemented with the following:

Geopaver: shall be Belgard Turfstone Permeable Paver by Belgard. Payment shall be on a square foot basis at the contract unit price listed on the bid form, for geopaver and shall be compensation in full for all equipment, materials and labor required to construct the permeable pavement in accordance with the manufacturers specifications and plans and as directed by the Engineer, including, but not limited to, excavation, aggregate base materials, edge restraint, cutting, and infill material.

Payment will be made based on the following schedule:

<u>Item No.</u>	<u>Item</u>	<u>Unit</u>
2540.618	GEOPAVER	S F

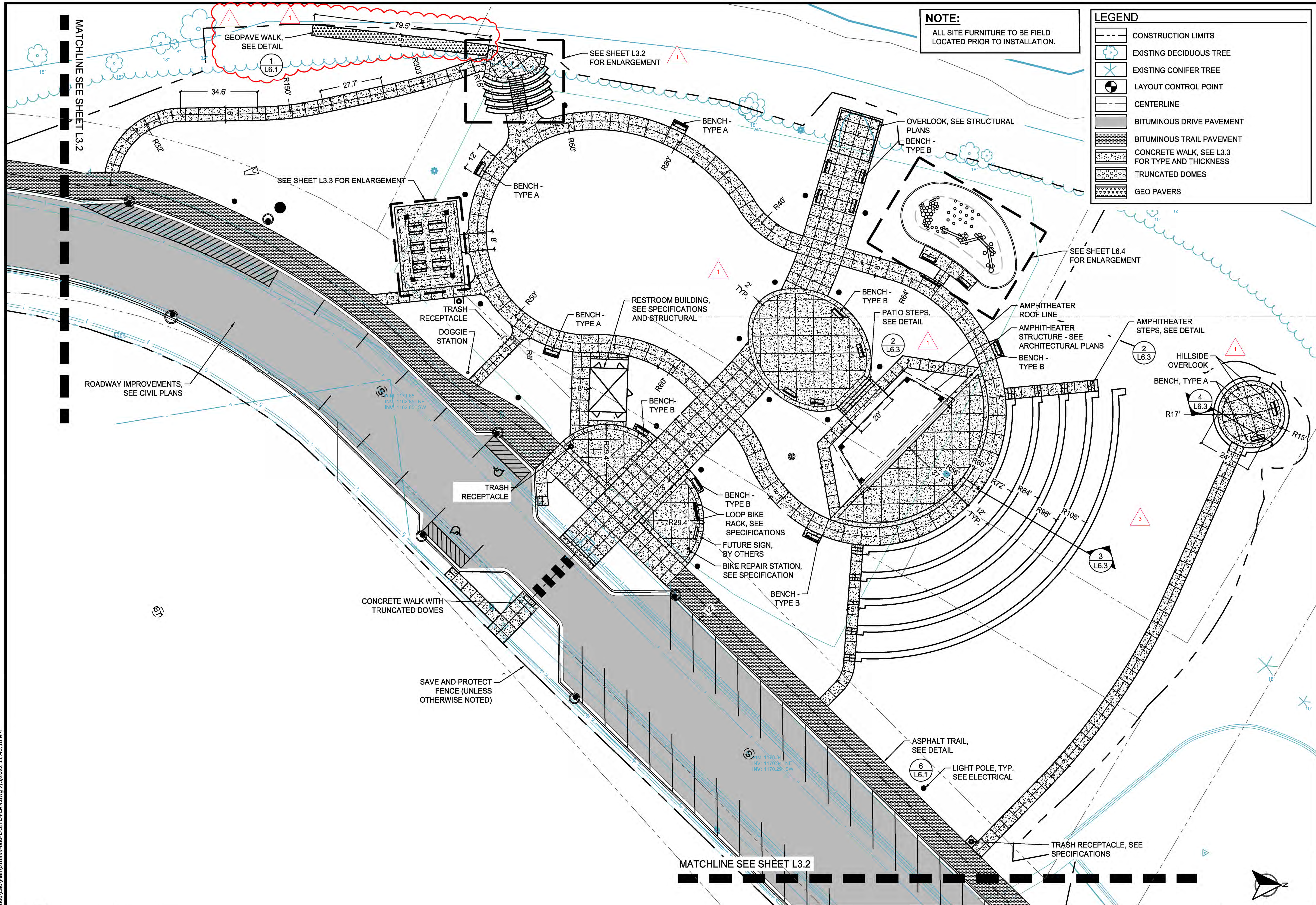
2540 MISCELLANEOUS SITE AMENITIES

2540.1 DESCRIPTION

Paragraph A is supplemented with the following:

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1
L3.1 SITE ENLARGEMENT PLAN



wsb

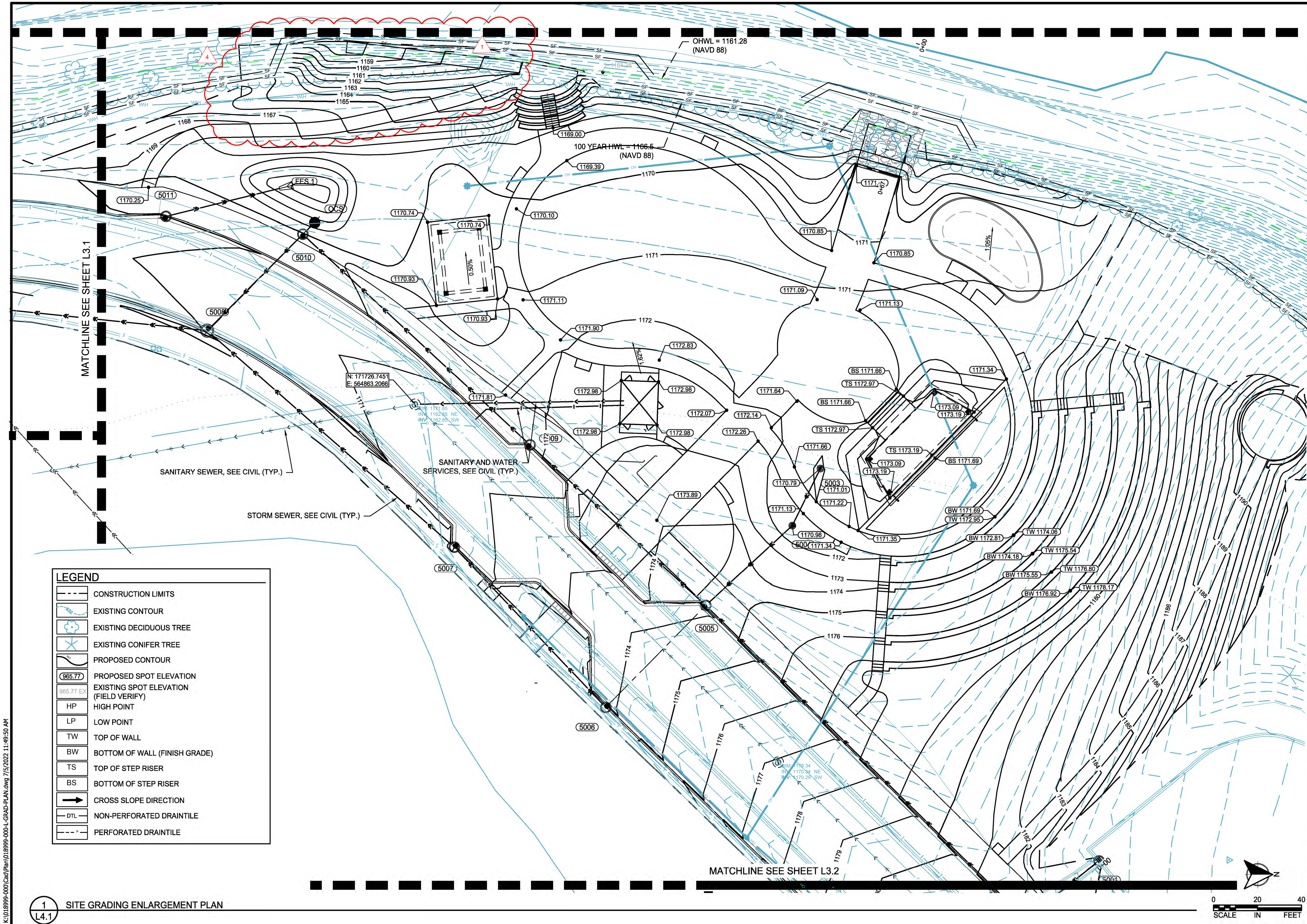
SCALE: AS SHOWN
PLAN BY: SDF
DESIGN BY: RAS
CHECK BY: RAS

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

ROBERT A. SLIPKA III
DATE: 04/07/2022 LIC. NO.: 44337

SITE
ENLARGEMENT
PLAN

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SCALE: AS SHOWN
PLAN BY: SDF
DESIGN BY: RAS
CHECK BY: RAS

REVISIONS	
NO.	DESCRIPTION
1	4/07/2022 ADDENDUM 1
2	4/12/2022 ADDENDUM 2
3	6/02/2022 ADDITIONAL DIM.
4	7/05/2022 CANOE ACCESS

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

ROBERT A. SLIPKA III
DATE: 04/07/2022 LIC. NO.: 44337

SITE GRADING ENLARGEMENT PLAN

MISSISSIPPI LANDING TRAILHEAD PROJECT
CITY OF BRAINERD
PARKS & RECREATION

CLIENT PROJECT NO.

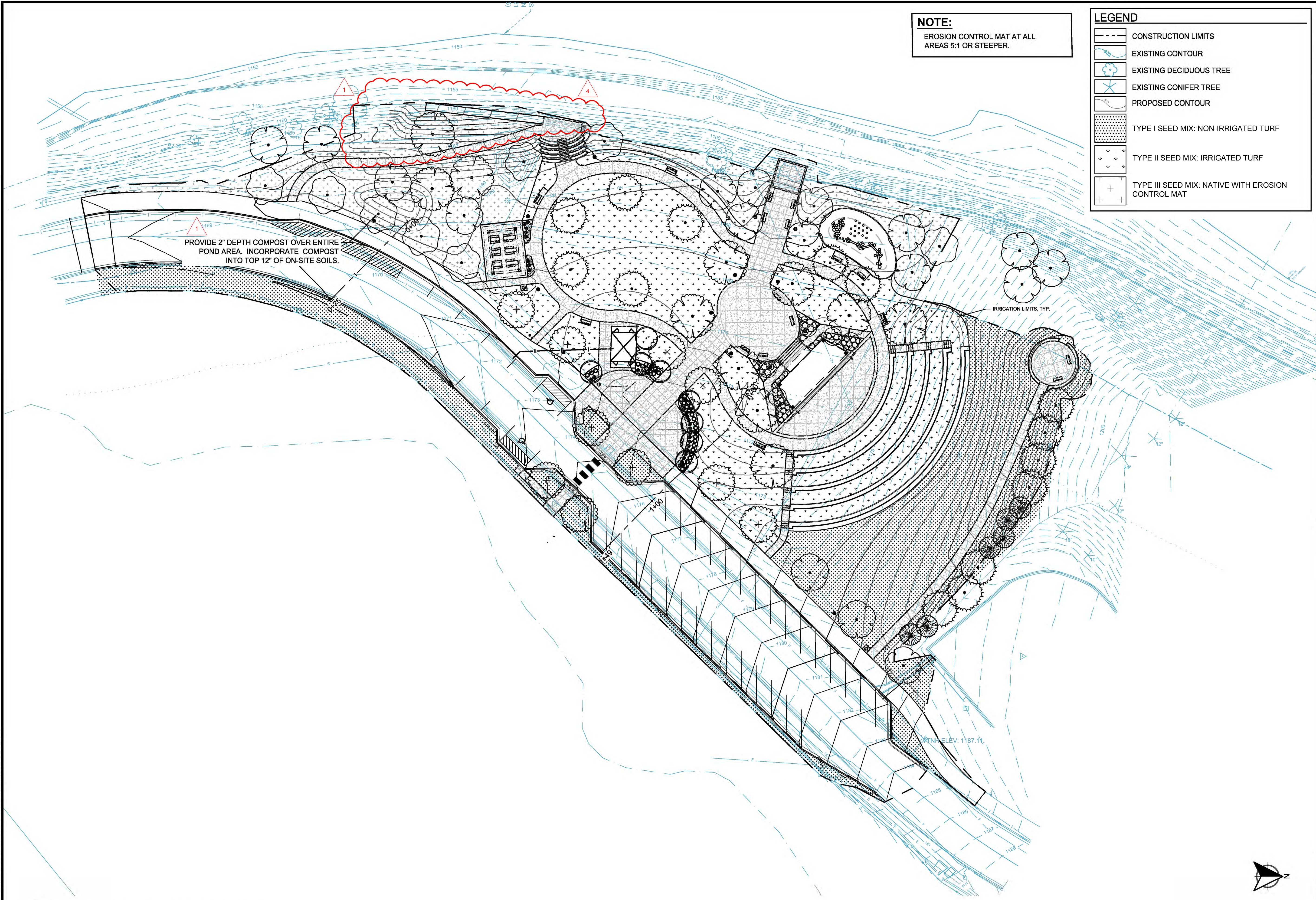
WSB PROJECT NO.
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SHEET
L4.1

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1
L5.0

OVERALL LANDSCAPE & RESTORATION PLAN



NOTE:

EROSION CONTROL MAT AT ALL
AREAS 5:1 OR STEEPER.

LEGEND

- CONSTRUCTION LIMITS
- EXISTING CONTOUR
- EXISTING DECIDUOUS TREE
- EXISTING CONIFER TREE
- PROPOSED CONTOUR
- TYPE I SEED MIX: NON-IRRIGATED TURF
- TYPE II SEED MIX: IRRIGATED TURF
- TYPE III SEED MIX: NATIVE WITH EROSION CONTROL MAT

REVISIONS

NO.	DATE	DESCRIPTION
1	4/07/2022	ADDENDUM 1
2	4/12/2022	ADDENDUM 2
3	6/02/2022	ADDITIONAL DIM.
4	7/05/2022	CANOE ACCESS

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

ROBERT A. SUIPKA III

DATE: 04/07/2022 LIC. NO: 44337

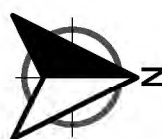
**OVERALL
LANDSCAPE &
RESTORATION
PLAN**

MISSISSIPPI LANDING TRAILHEAD PROJECT
CITY OF BRAINERD
PARKS & RECREATION

CLIENT PROJECT NO.

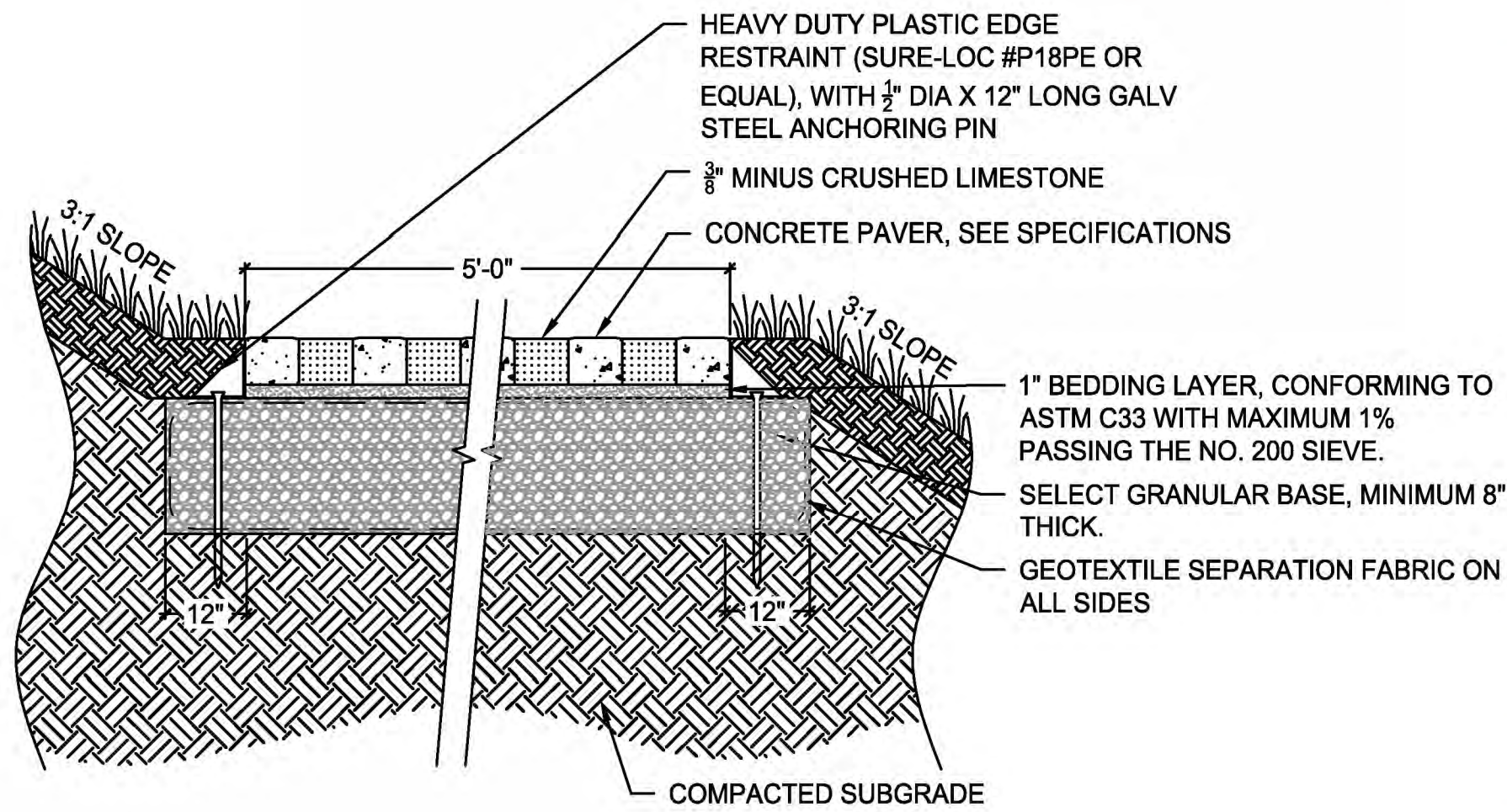
WSB PROJECT NO.
018999-000

SHEET
L5.0

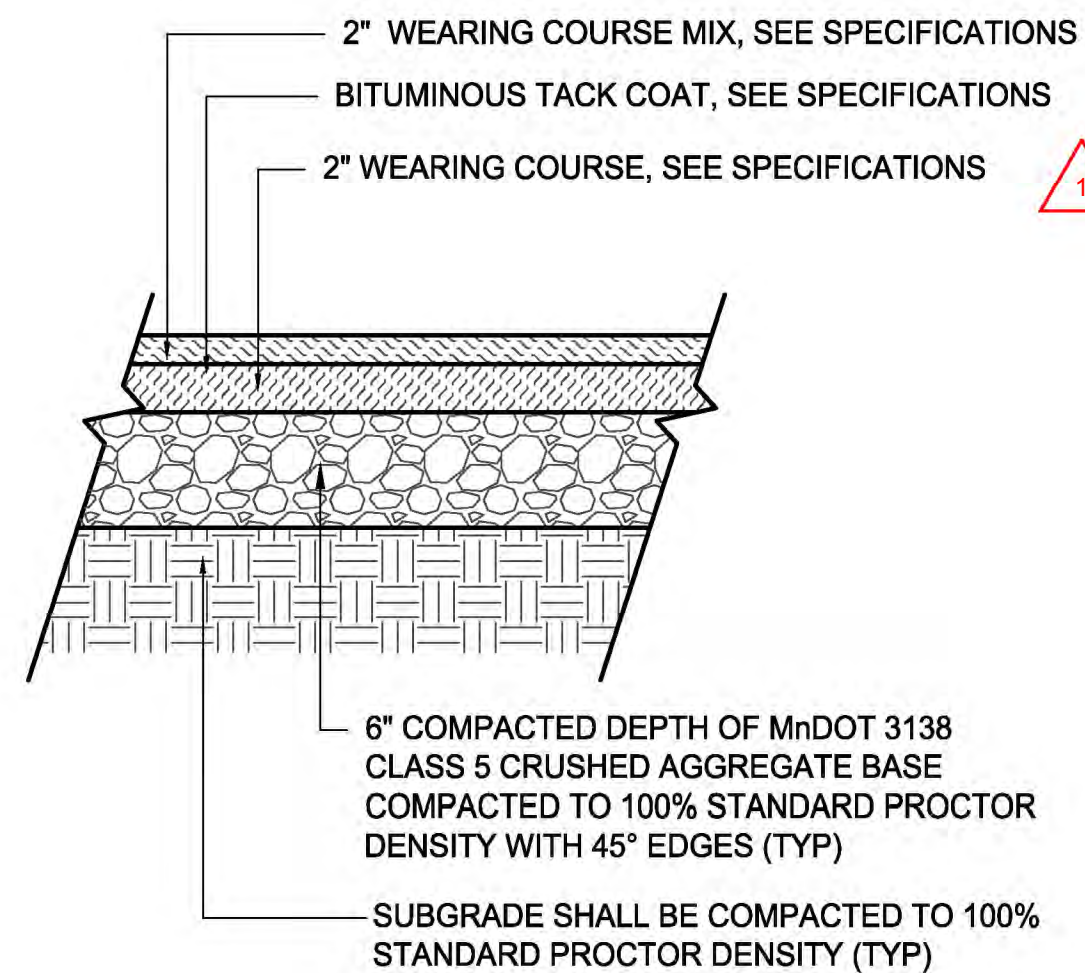


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SCALE IN FEET

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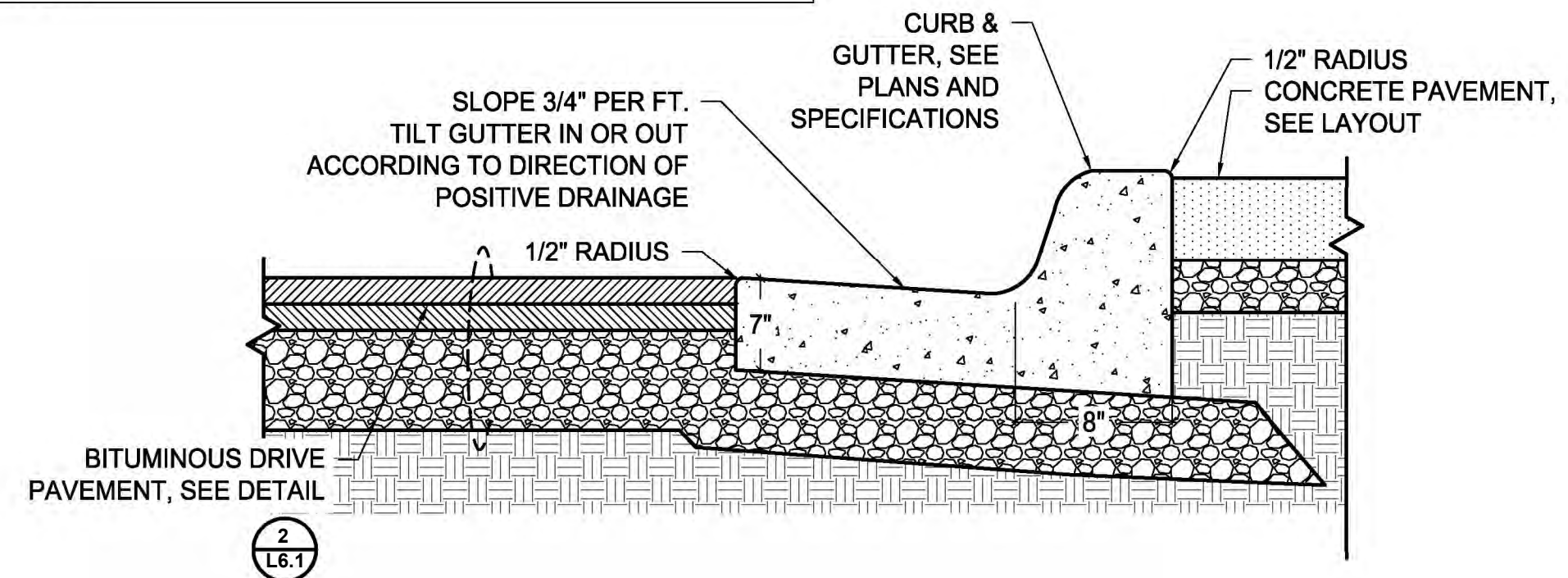
1
L6.1 GEOPAVE WALK DETAIL



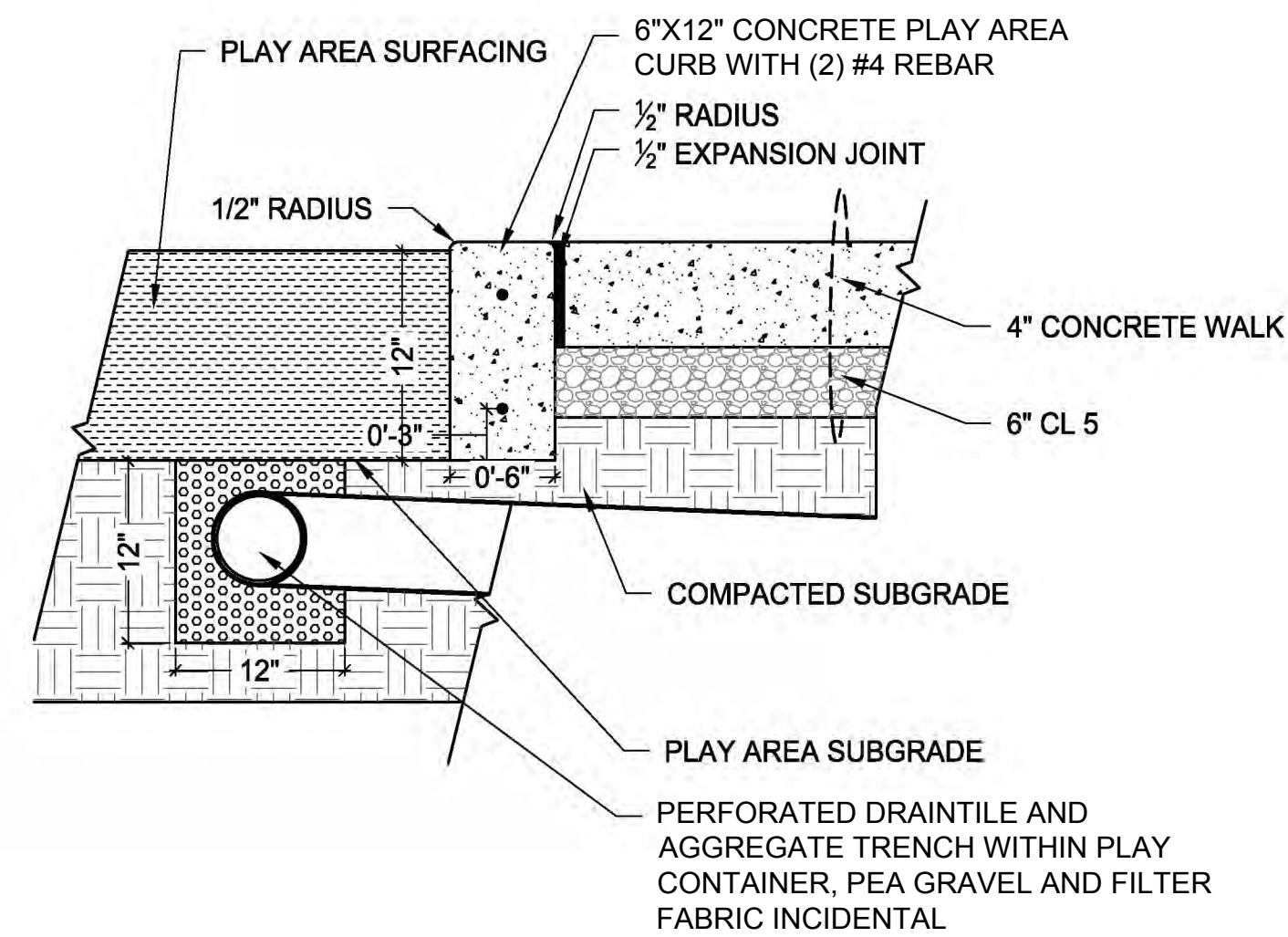
2
L6.1 BITUMINOUS DRIVE PAVEMENT DETAIL
SCALE: NTS

GUTTER GRADE:
GUTTER SLOPE SHALL DRAIN ACCORDING TO GRADING PLAN.

CURB CONTROL JOINT NOTE:
CRACK CONTROL JOINTS SHALL BE PLACED AT ALL CORNERS AND INTERSECTIONS OF THE CONCRETE CURBS WITH JOINTS EQUALLY SPACED IN BETWEEN CORNERS AND INTERSECTIONS ALONG ALL SECTIONS OF CURB AT 10' MAXIMUM INTERVALS. REPLACE CRACK CONTROL JOINTS WITH 1/2" EXPANSION JOINTS AT 30' MAXIMUM INTERVALS.



3
L6.1 CONCRETE CURB AND GUTTER DETAILS
SCALE: NTS

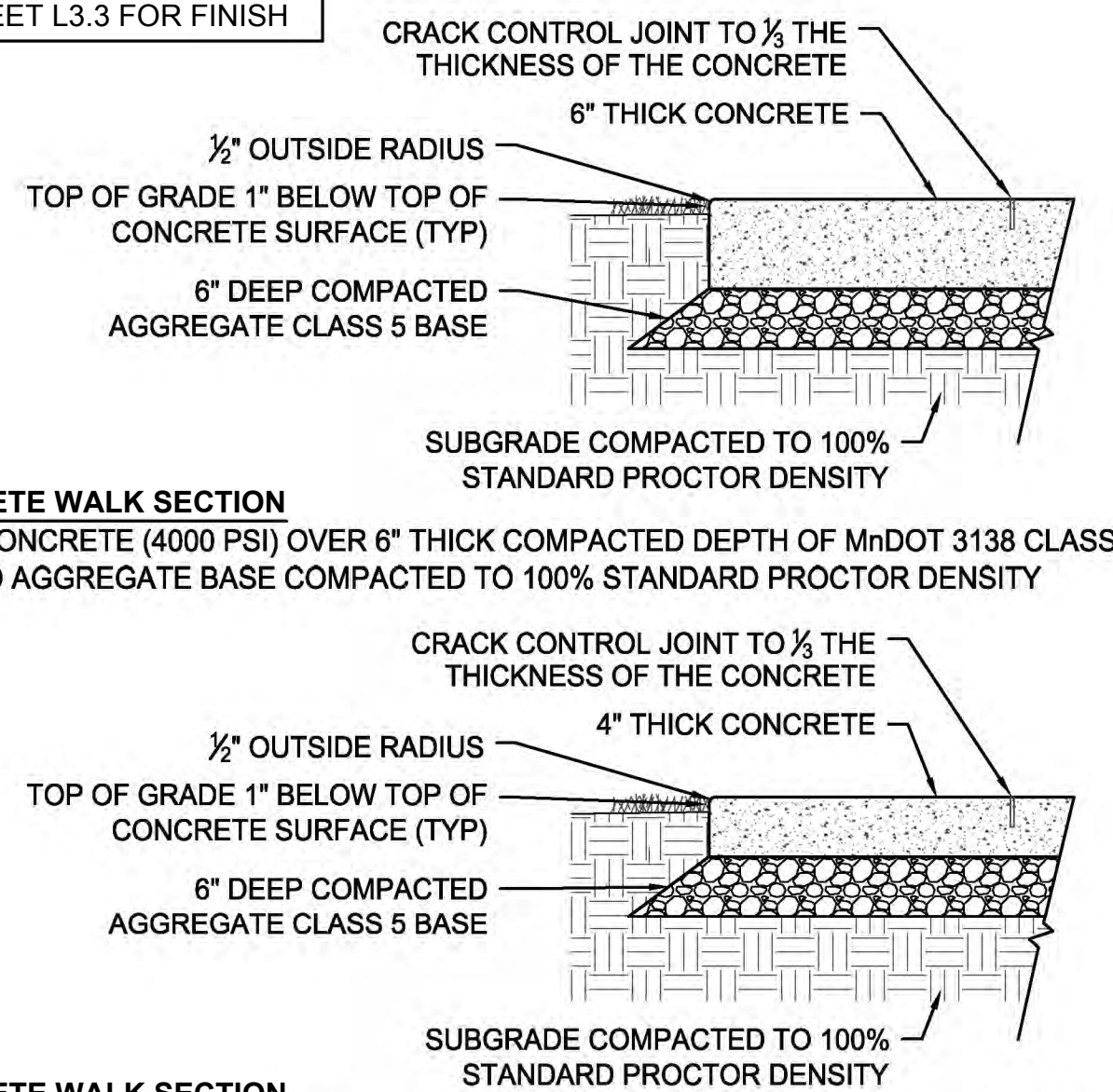


TYPICAL CONCRETE PLAY CURB - SECTION VIEW

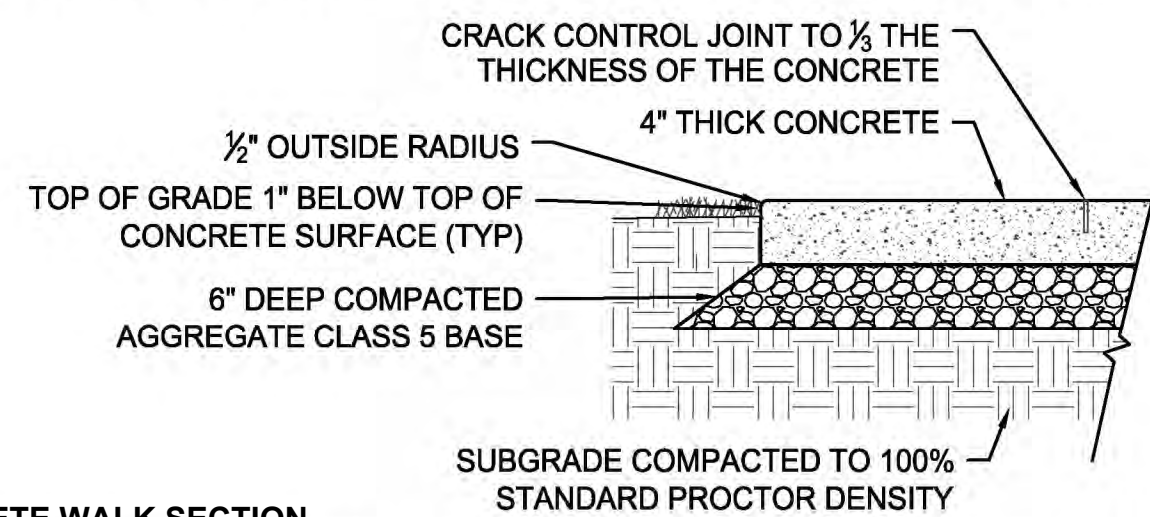
CONTROL JOINT NOTE:
CONTROL JOINTS SHALL BE PLACED AT ALL CORNERS AND INTERSECTIONS OF THE PLAY AREA CURB WITH JOINTS EQUALLY SPACED IN BETWEEN CORNERS AND INTERSECTIONS ALONG ALL SECTIONS OF CURB AT 10' MAXIMUM INTERVALS AND SHALL EXTEND TO 1/3 THE DEPTH OF THE CONCRETE. REPLACE CONTROL JOINTS WITH 1/2" EXPANSION JOINTS AT 30' MAXIMUM INTERVALS. LOCATION OF CONTROL AND EXPANSION JOINTS SHALL BE REVIEWED AND APPROVED BY LA-E PRIOR TO POURING CURB (TYP).

4
L6.1 PLAY CONTAINER CURB AND DRAINTILE DETAIL

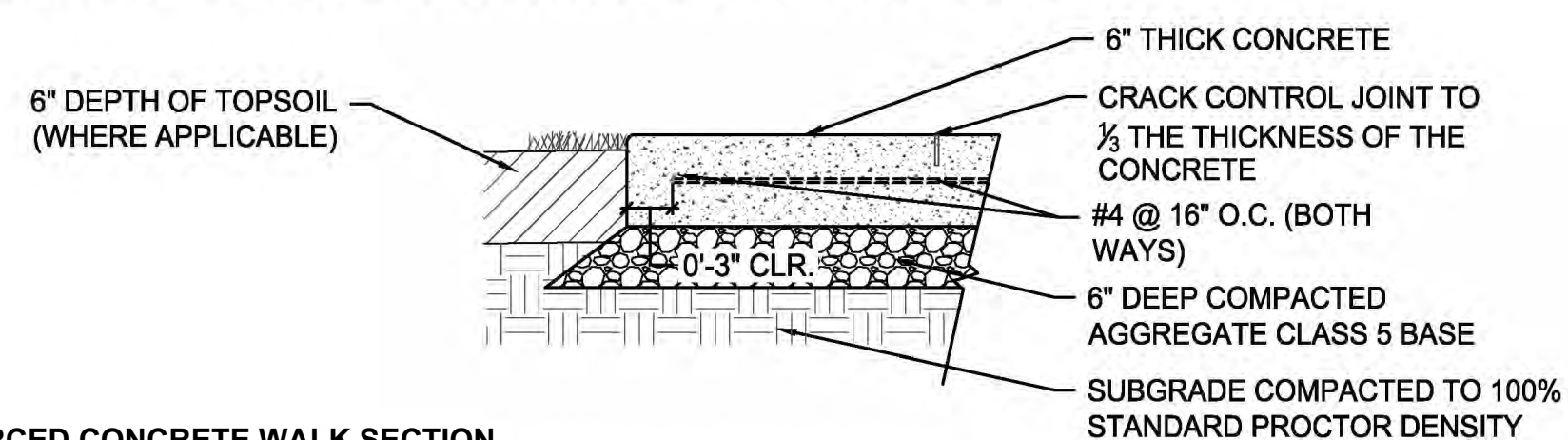
NOTE:
REFER TO SHEET L3.3 FOR FINISH



6" CONCRETE WALK SECTION
6" THICK CONCRETE (4000 PSI) OVER 6" THICK COMPACTED DEPTH OF MnDOT 3138 CLASS 5 CRUSHED AGGREGATE BASE COMPACTED TO 100% STANDARD PROCTOR DENSITY



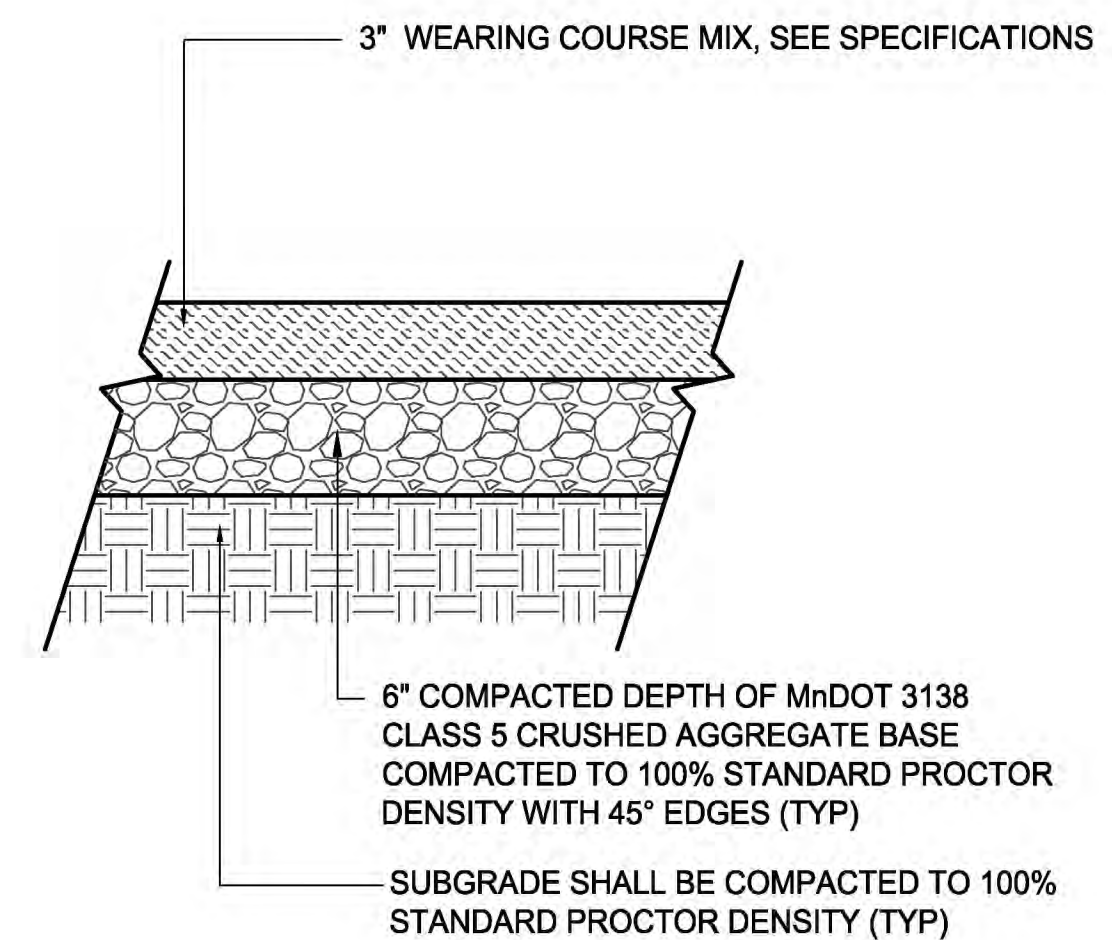
4" CONCRETE WALK SECTION
4" THICK CONCRETE (4000 PSI) OVER 6" THICK COMPACTED DEPTH OF MnDOT 3138 CLASS 5 CRUSHED AGGREGATE BASE COMPACTED TO 100% STANDARD PROCTOR DENSITY



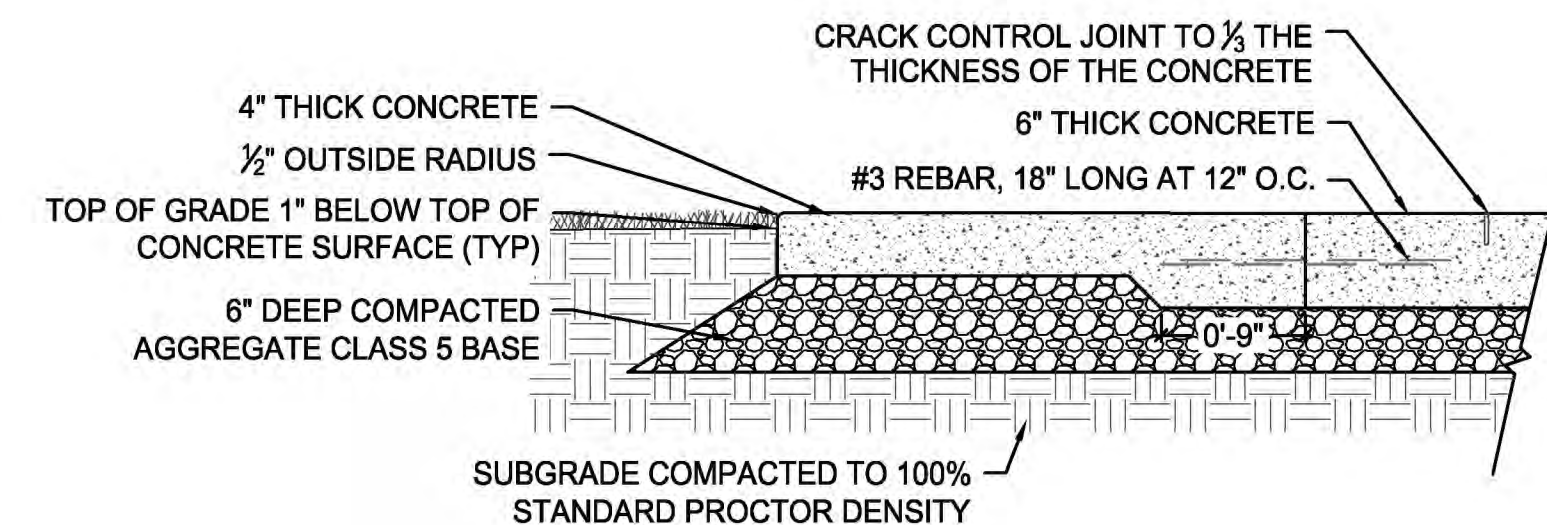
6" REINFORCED CONCRETE WALK SECTION
6" THICK CONCRETE (4000 PSI) OVER 6" THICK COMPACTED DEPTH OF MnDOT 3138 CLASS 5 CRUSHED AGGREGATE BASE COMPACTED TO 100% STANDARD PROCTOR DENSITY

5
L6.1 CONCRETE PAVEMENT DETAILS

EXPANSION JOINT NOTE:
1/2" EXPANSION JOINTS WITH SEALANT AT 30' MAXIMUM INTERVALS OR AS NOTED ON PLAN AND DETAILS.



6
L6.1 BITUMINOUS PAVEMENT DETAILS



7
L6.1 THICKENED EDGE DETAIL

SCALE: AS SHOWN
DESIGN BY: RAS
PLAN BY: SDF
CHECK BY: RAS

REVISIONS

NO.	DATE	DESCRIPTION
1	4/07/2022	ADDENDUM 1
2	4/12/2022	ADDENDUM 2
3	6/02/2022	ADDITIONAL DIM.
4	7/05/2022	CANOE ACCESS

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: 04/07/2022
LIC. NO.: 44337
ROBERT A. SIJPKA III

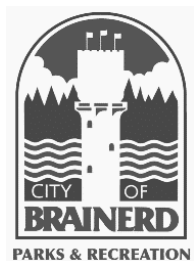
MISCELLANEOUS
DETAILS

MISSISSIPPI LANDING TRAILHEAD PROJECT
CITY OF BRAINERD
PARKS & RECREATION

CLIENT PROJECT NO.

WSB PROJECT NO.
018999-000

SHEET
L6.1



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

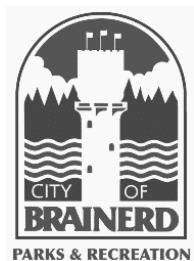
\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY

☐ ACTION REQUESTED

Action Requested:

☐ Direction Requested

☐ Discussion Item

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

☐ Yes

☐ No

What is the total cost, with tax and shipping

\$ _____

Is this budgeted?

☐ Yes

☐ No

Please Explain:



PARKS DEPARTMENT MAINTENANCE AND RECREATION REPORT

July 26, 2022 PARK BOARD MEETING

Recreation Report

Splash Pad Photo Shoot

On July 21 we collaborated with Aquatix to host a photo shoot at the splash pad. We allowed 50 children to sign up, sign a photo release, and in return get a Target gift card funded by Aquatix. We will have access to the professional photography for any sort of advertising or website updates regarding the Splash Pad, to which we are currently in the process of creating.

Sportsmanship and Umpire Retention

An ongoing issue year after year has hit it's tipping point this past month. We have had several ejections, but also threats of umpires quitting due to being poorly treated as an ump. This has been something on the forefront as we move into fall ball on how we could better structure our adult leagues to help bridge the consistency and communication gap. I don't think paying the umpires more is the solution. (Although I am sure they wouldn't mind it)

Fall Softball and Kickball

After hearing back from umpires and the fixing of the backstop on field one we are set to start advertising registration for fall.

We will open registration for Fall Adult Sports on July 25 at 7:30 a.m.

Capping leagues at:

Monday Kickball 12 teams, \$250/ team

Tuesday MS2 9 teams \$350/team

Wednesday MS1 9 teams \$350/team

Thursdays MS2 9 teams \$350/team

We will also look at not using a scheduling software due to some scheduling issues we incurred this summer. We found for efficiency's sake teams should stay on the same field the entire night, the act of moving from one field to the other in a back-to-back fashion (6 p.m. then 7 p.m.) caused more of a bottleneck and ends the night a lot later averagely on all fields.

Youth Softball Junior League All-Star Game

Taking place on Wednesday, July 27th to cap the season off, this was a collaboration between BBBA, Community Ed, Volunteers, and Brainerd Parks and Recreation. This event will take place 6-8 p.m. at Buffalo Hills Park.

Common Courtesy

It has been brought up a couple times this summer, as it does every summer; as park board members please help familiarize yourselves with this concept in the event you are approached in public on the topic. After we "Line and Drag" a softball or baseball field we ask the public to stay off it until game time for the league that is intended and paid to use it.

LED Lights

Lights going out is becoming a more common occurrence, and with the Park Board's blessing I think it is time we look at strongly considering transitioning to LED for better luminosity, efficiency, and less bulbs burning out. I cannot express fully the time-consuming operation it is to put in new light bulbs, but I do know maintenance has to consider several variables:

1. Bulb availability (getting tougher and tougher to find halogen)
2. Availability of the lift to even be able to replace the bulbs.
3. The risk of replacing the bulb because of their height.
4. The ground malleability (too soft and it's a definite no-go)

Staff will be looking into a plan on how we can economically transition, receive some quotes for different approaches, and re-visit this topic soon. The reason this is being brought up again is because we have continued to have more lights go out and panels at a time overheat and blow fuses.

Parks Maintenance Report

We are doing our best not to fall behind on routine maintenance, but due to recent vandalism and continued storm damage clean up that involved public safety take precedent.

Maintenance Tasks Completed Month Prior

- Replaced breakers for Memorial Park Softball
- Spraying herbicide
- Fixed broken basketball standard
- Had all extinguishers serviced
- Sprayed weeds in tennis court
- Weed whipping
- Tilled and removed seaweed from beach
- Stump grinding
- Off loaded Jaycees playground equipment
- Replaced mirror in Lum Park
- Built up host site gravel
- Filled potholes in campground road.
- Whipped benches and signs on trails
- Moved picnic tables to BHP
- Shored up bandstand railing
- Cutting up trees
- Hanging no swimming signs
- Prepping for All Star Game
- Prepping for 4th of July
- Assessing and getting estimates for storm damage
- Repairing vandalized pickleball nets
- Vandalized bathroom damage
- Fixed broken flagpole topper (down town)
- Having brush and logs
- Repairing field lights
- Getting backstop and grandstand fencing and supports fixed
- Fixed toilet (lum)
- Repaired vandalized nets memorial pickleball
- Jaycees Park restroom trashed.

A sampling of graffiti and vandalism over the past month in Brainerd Parks.



Mirror in Lum Park Restroom (talk about bad luck)

