

PARK BOARD

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, City Council Chambers
Tuesday, December 20, 2022, @ 4:00pm

The public is invited to attend this meeting in person
Attend by phone: 1-844-992-4726 Meeting Access Code: 2496 646 4452

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**

October 25, November 15, November 22 and December 6, 2022
Minutes

Documents:

2022-10-25 Park Board draft minutes.pdf
2022-11-15 Park Board draft minutes.pdf
2022-11-22 Park Board draft minutes.pdf
2022-12-06 Park Board draft minutes.pdf

B. **Approval Of The Disbursements**

Month of December 2022

Documents:

2022-12-20 PARKS AP REGISTER.pdf

C. **Financial Reports**

November 2022 Financial Report

Documents:

Parks November.pdf

D. **Year End Transfer Of Funds**

Documents:

2022-12-20 Year End Transfer of Funds.pdf

6. **Presentations**

A. **Presentation By Musco Lighting**

Documents:

2022-12-20 Presentation by Musco.pdf

7. **New Business**

A. **Lighting Workgroup**

Documents:

Lighting Workgroup.pdf

B. **Approve Lum Park Trees**

Documents:

2022-12-20 Lum Park Trees Agenda Request.pdf

C. **Park Garbage Maintenance Policy**

Documents:

2022-12-20 Park Maintenance Garbage Policy Agenda Request.pdf

D. **Lum Park Road Boat Launch Light**

Documents:

2022-12-20 Lum Park Road Boat Launch Light Agenda Request.pdf

E. **Proposed Amphitheater Policy**

Documents:

F. **MLT Proposed Use Of Remaining LCCMR Funds**

Documents:

2022-12-20 MLT Park Remaining LCCMR Funds.pdf

G. **Approve Guardrail Change At Tamarac St. And S. 7th Street**

Documents:

2022-12-20 Guardrail at Tamerac-S 7th.pdf

8. **Public Forum**

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

9. **Board Member Reports**

10. **Staff Reports**

December Department Reports

Documents:

Staff Report.pdf

11. **Adjourn**

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

MISSION

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

Pursuant to due call and notice thereof, the regular meeting of the Brainerd Park Board was called to order at 4:01 p.m. by Board President Rushmeyer.

Upon roll call, the following board members were noted present: Boeder, Schaefer, Shipe, Yeager, and Rushmeyer.

Also noted present were City Council Liaison Badeaux, City Engineer/Public Works Director Dehn, Recreation Coordinator Kaufman, and Maintenance Foreman Harris.

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

Approval of the Agenda - Approved

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

Approval of the Consent Calendar - Approved

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

- A. Approval of the Minutes of the Regular Meeting held on August 23, 2022**
- B. Approval of the Disbursements for October 2022**
- C. Financial Report for September 2022**

Unfinished Business

Memorial Park Softball Lights Update

Discussion was had regarding full replacement vs. retro fit replacement of the Memorial Park lights. Mr. Dehn stated the maintenance costs of the lights from the past year was roughly \$14,000. Updating to new LED lights would create roughly 75% savings, about \$9,000 less. There are two options currently being reviewed; full replacement of the poles and lights which would cost approximately \$400,000 in 2023 and provide a 25-year warranty, or rehab just the lighting on the existing poles, which is expected to cost about \$160,000 per field. If you rehab the poles, the warranty drops from 25 years to just 10 years. These two estimates were provided by Musco Lighting, a well-known field lighting supplier/contractor. The vendor would be selected through a sealed bid process and would need to specify the lighting would meet standards for the recreation fields. The board would like more specific answers as to what the warranty does include for both a 25-year and 10-year warranty. Also, the board would like to see softball revenue, so they have clear numbers in front of them when making this decision.

MOVED AND SECONDED BY BOARD MEMBERS YEAGER AND SHIPE, DULY CARRIED, TO REQUEST STAFF TO FACILITATE A COMPETITIVE BIDDING SCENARIO ON FULL REPLACEMENT AND A RETROFIT REPLACEMENT OF THE MEMORIAL PARK LIGHTS. BOARD ASKS FOR VENDORS TO INCLUDE SPECIFICS ON CAPITAL REPLACEMENT, COST OF OPERATION, WARRANTY ASPECTS, PERFORMANCE

EXPECTATIONS, AND TIMEFRAME TO EXECUTE. ON THE RETROFIT REPLACEMENT, VENDORS TO INCLUDE EXPLORATION OF REDUCTION OF POLE HEIGHT.

New Business

MLT Project Update

Mr. Dehn and Matt Indihar, Project Manager from WSB, updated the Park Board on the Mississippi Landing Trailhead Park. A lot of progress and improvements have been made in the past month and the project is still projected to be completed in late Spring/early Summer of 2023. WSB is pushing the contractor to get as much concrete block structure as possible completed this season. Vertical work such as roof structures, column stonework, restroom fixture work, and other items will be completed in the upcoming cold winter months. Mr. Indihar stated that while the revised schedule does not meet the original intent or completion date in the original contract, there have been material delays and other material related factors that have caused delays. Mr. Dehn noted the project is making strides now. Schaefer asked if it was possible to get a press release to the public regarding the progress of the project. It was agreed that a press release could be done as well as social media posts. Mr. Indihar concluded by asking if awareness could be made that it is still a construction zone and would like people to slow down on the road.

MLT Change Order 8

The lighting fixtures called for by the plans and specifications for the amphitheater lighting were too large to install in the steps as indicated. Mr. Indihar stated that WSB was trying to keep to the schedule by making decisions in the field. Smaller lights were ordered and installed; however, the larger lights were already purchased and are not returnable. This change order is the cost of the additional labor for install and the material cost in the amount of \$7,033.95. The board disagreed with this change order, stating the taxpayer should not have to pay for poor planning and specifications.

MOVED AND SECONDED BY YEAGER AND BOEDER, DULY CARRIED, TO DENY CHANGE ORDER #8 IN THE AMOUNT OF \$7,033.95 FOR THE REPLACEMENT OF LIGHTING FIXTURES IN THE STEPS IN THE AMPHITHEATER AREA.

MLT Change Order 9

Mr. Indihar stated that to accommodate the lighting and electrical fixtures, conduit was added into the precast beams. Once the load of the amphitheater's elevated structure was determined, the concrete foundation had to have additional reinforcement as directed by the Structural Engineer. The change order includes the labor and materials for this additional reinforcement, costing \$2,504.32. Yeager asked Mr. Dehn what types of funds come out of contingency vs. the full contract. Mr. Dehn stated that unforeseen changes like this would be taken out of the contingency fund.

MOVED AND SECONDED BY SHIPE AND YEAGER, DULY CARRIED, TO APPROVE CHANGE ORDER #9 IN THE AMOUNT OF \$2,504.32 FOR THE SUPPLEMENTAL REINFORCEMENT IN THE AMPHITHEATER FOUNDATION, SO LONG AS THE FUNDS COME FROM CONTINGENCY AND NOT ADDED TO THE CONTRACT AMOUNT.

MLT Change Order 10

Mr. Indihar from WSB discussed the sidewalk to the hill overlook at the Mississippi Landing Trailhead Project did not get surveyed in as per plan so this change order is to compensate for
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the contractor work to regrade the trail to match the plan and meet ADA standards. Due to topography, the slope did not work as planned and the contractor needed to re-stake and re-excavate, costing an additional \$2,299.99. The board questioned why this was not caught in the initial survey. Mr. Indihar said several locations along the path worked, but the overall slope was too steep, so they had to re-survey.

MOVED AND SECONDED BY SCHAEFER AND SHIPE, DULY CARRIED, TO APPROVE CHANGE ORDER #10 IN THE AMOUNT OF \$2,299.99 FOR THE ADDITIONAL GRADING WORK TO MEET ADA STANDARDS. BOARD MEMBERS BOEDER, SCHAEFER, SHIPE VOTED FOR, BOARD MEMBERS RUSHMEYER AND YEAGER VOTED AGAINST.

Approve Memorial Tree Policy Revision

Mr. Dehn explained the current Memorial Tree policy states that all trees should be a minimum of 2-inch, ball and burlap. However, this requirement limits the species of trees that can be purchased locally. Many nurseries are moving away from ball and burlap altogether. This requirement also limits the diversity of trees available, mostly being Maples and Lindens, which are typically higher priced. Staff is recommending a diameter of 1.5 inches and/or 15 gallons, allowing for a higher diversity of species and more competitive prices on trees.

MOVED AND SECONDED BY YEAGER AND BOEDER, DULY CARRIED, TO APPROVE THE MEMORIAL TREE POLICY REVISION.

Approve Cancellation Administrative Fee

Mr. Dehn discussed with the new online system for reservations at Lum Park Campground and all Pavilion rentals, staff is requesting the inclusion of administrative fees to perform cancellations and/or refunds. Currently, there are no fees for cancellations of reservations or pavilion rentals. Other local campgrounds and hotels in the Brainerd area have these same deposits/fees for cancellations in area. Late cancellations or changes to reservations can lead to lost revenue due to open campsites and/or pavilions. Discussions were had on appropriate fees.

MOVED AND SECONDED BY YEAGER AND SHIPE, DULY CARRIED, TO APPROVE THE CANCELLATION ADMINISTRATIVE FEE, HOWEVER INCREASING THE FEE FOR CANCELLATIONS RECEIVED AT LEAST 10 DAYS IN ADVANCE TO A \$20 ADMINISTRATION FEE.

Alternate ARPA Project Mentions

Discussion was had regarding a list of project recommendations provided to City Council for ARPA Funding. The Council generally agreed with most of the Park Board recommendations. The Skate Park project option was not included for recommendation. No decision has been made yet by the Council on the exact funding amount and projects, that should be determined at the November City Council meeting. All the projects on the Park Board list cost approximately \$705,000, and funding will be roughly \$550,000 so changes to the list of priorities will be made.

Approve Proposed Master Plans For Gregory/Triangle/Buffalo Hills-Lions Parks

Mr. Yeager reviewed his drawings for Gregory/Triangle/Buffalo Hills-Lions Parks as discussed at the planning sessions. Yeager reminded the Board to look at the drawings with a

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global macro view. Triangle Park showed added trees, in-ground bag structures, and potential fabric shade structures, potential for a lit flagpole. Questions were brought up regarding cross walks or safer routes to get to the park. Mayor Badeaux stated that the City Council will most likely make those decisions. Gregory Park showed a facelift, possibly relocating the bandstand to the center court, relocating the playground, and adding another basketball court. Buffalo Hills - Lions Park drawing shows the drive through parking lot gone, and a new 40 car lot at the East access. Other additions include a pathway to the pavilion, two tennis/pickleball courts, basketball court, relocating the playground, berms around the ball fields and no bleachers, and a trail added through the woods as well. Board noted the ball fields could be striped for soccer if needed also.

MOVED AND SECONDED BY SHIPE AND SCHAEFER, DULY CARRIED, TO APPROVE THE PROPOSED MASTER PLANS FOR GREGORY/TRIANGLE/BUFFALO HILLS-LIONS PARKS.

Public Forum

The Chair opened and closed the Public Forum at 5:22 p.m.

Board Member Reports

Mr. Shipe thanked Mr. Dehn and Mr. Harris for the brush removal at Gregory Park, stating the park looks fantastic.

Mr. Yeager stated he was impressed with the Pumpkin Fest, but still wants to discuss the vehicles in Gregory Park. He stressed that cars should not be in the park, and it seems to be an ongoing issue with City vehicles too.

Mr. Boeder thanked Ms. Finch for all her years of service at the City and wished her well.

Staff Reports

Mr. Dehn reported the new Administrative Specialist, Cari LaRose, would be starting on October 31, 2022. Also, Samuel Jensen, new hire in Parks Maintenance would be starting November 14, 2022. Mr. Dehn also touched on the Park Maintenance report, noting of importance that they reviewed extending the fishing pier at Boom Lake and Lum Park. The materials are not compatible at Boom Lake. However, Lum Park is an option, and they estimate between staff time and materials it would cost roughly \$12,000.

Ms. Kaufman stated plaques were created for all the summer and fall champions and runner-up. Winter sports registrations for Youth Pond Hockey and Adult should start mid-November. The Great Pumpkin Festival on October 15, 2022 was a great success with around 650 people present. The Howl-O-Ween event was planned for October 31, 2022 in Buster Park. Applications are being accepted for Warming House Attendant and Pond Hockey Official.

Adjourn

MOVED AND SECONDED BY YEAGER AND SHIPE, DULY CARRIED, TO ADJOURN THE MEETING AT 5:39 P.M TO MS. KIM FINCH'S RETIREMENT PARTY ON NOVEMBER 10, AND SPECIAL MASTER PARK PLANNING MEETING ON NOVEMBER 15, 2022.

Respectfully Submitted,

Cari LaRose, Administrative Specialist

October 25, 2022

Pursuant to due call and notice thereof, the special meeting of the Brainerd Park Board was called to order at 4:05 p.m. by Co Chair Yeager.

Upon roll call, the following board members were noted present: Boeder, Schaefer, Shipe, and Yeager.

Also noted present were City Council Liaison Badeaux, City Engineer/Public Works Director Dehn, Recreation Coordinator Kaufman.

Approval of the Agenda - Approved

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

New Business

Lum Park Master Planning

Mr. Yeager opened discussion for Lum Park master planning. City Council Liaison Badeaux brought to attention the Lum Park/State Park Road is scoped to have a slight narrowing. Badeaux and Mr. Dehn also discussed the future trail connection over to Cuyuna Lakes trails and the potential for great traffic from this route connection, in and out of Brainerd. Mr. Dehn stated the City Council did recommend ARPA funds for Lum Park Beach, Jaycees, Kiwanis clearing and the Campground expansion.

The Board went through the Master Planning worksheet item by item. As far as summer features, the board agrees that tennis/pickleball/basketball courts would be a great option. The board agrees that camping should be expanded. Board discussed whether sand volleyball courts are being used, maybe they should use this area for tennis/pickleball area or even additional camping. The stone arch would be a great location for a trailhead and the board would like that stone arch to be incorporated that way. They noted that this park does not have wide open spaces, and there are some lower swamp areas to be aware of that would require fill to develop. Also, there is a dead end which would be a smart location to place lower vandalized park options and keep those areas that tend to be vandalized in a more central, visible area. Thoughts were shared about an indoor pickleball structure for the winter months. The disc golf area is great and should be kept, just needs some improvements with the tee boxes; most likely not to be expanded. The playground equipment is very scattered and old. Plans should include more robust playground equipment with more seating and shade areas around for kids/guardians to gather.

The board expressed concerns about expanding the beach but also not causing lake residents to be upset by the busyness. There will always be a slight tug of war with some lakeshore residents. They discussed the parking lots and where they should add or remove parking, potentially making more of a drop-off zone/handicap only area closer to the beach along with ADA pathways and keeping the parking area further away. Recreation Coordinator Kaufmann stated that typically there is plenty of parking and people will walk.

The board discussed where to have a Trailhead with signage, thinking of the lowlands, would it be possible to build yurts with plank walkways to connect. Can the lowland space be utilized and create revenue? Potentially, this is a project you can work with the high school shop classes for the build. The stone arch needs to be preserved, no one knows for sure what the original structure was.

The fishing pier is a busy area, is it possible to add another pier or add wings/extend the current pier? Mr. Dehn stated that Mr. Harris has been exploring if this pier can be extended.

As far as winter sports, a pleasure rink with lighting and potentially using pavilion with temporary walls for warming house would be a great option. Ski trails through the back woods and along the side of the bike path was another idea suggested. No need for a fountain in this park.

There is a need for new signage at the park with trailhead information, history, before/after pictures of the park. Lots of trees will need to be planted back into the park after losing so many from the storms. The board mentioned they should get the tree report from James Kramvik so they can order trees for the spring. A lit flagpole would be a nice option by the main sign.

After much discussion, the board decided adding a dog park to Lum Park is probably not the best option. Buster Park is a very busy and loved park, but is this a park we want to encourage more dogs off leash or in the water? All agreed that they should plan a dog park for a different park.

There are currently two larger and two smaller picnic shelters. The large ones can be reserved. The smaller shelters are cool, but make the park feel disorganized and out of place. Can they be moved? They are in rough shape as is. The slabs are in good shape, so it is the vertical structure that needs repair. Moving them is more than likely cost neutral. The two options are to leave as is or scrape them; board thinks best to just maintain them. It would be possible to add a nature walk or built-in bags down by the stand-alone shelter to make it feel more connected.

A conversation on bike stations near the trailhead started a different topic on parking and a potential for charging a parking pass to park and have boat trailers, etc. in Lum Park. Cuyuna has a small yearly fee to park in their lots for the bike trails.

The old office building is still going to be coming down. Is the cold storage building going to be needed for anything specific such as lawnmowers or maintenance, etc? Could it be used for a camp host building/check in or shower house? It is in a prime location near the campground.

Overall, the board has decided to keep with the Widseth design on the bottom of the park and design the top area by the beach with these new ideas. With this design, the camping is expanded by using a pull through design for added spaces. The board questioned if additional parking is necessary? If the bike trail connection starts to have heavy usage, parking areas may need to expand. Mr. Yeager will take these ideas and work on a drawing for the Lum Park Master Plan.

Public Forum

Co Chair Yeager opened and closed the Public Forum at 5:24 p.m.

Adjourn

MOVED AND SECONDED BY SHIPE AND BOEDER, DULY CARRIED, TO ADJOURN THE MEETING AT 5:25 P.M TO THE REGULAR PARK BOARD MEETING ON NOVEMBER 22, 2022.

Respectfully Submitted,

Cari LaRose, Administrative Specialist

November 15, 2022

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 Rushmeyer.

Upon roll call, the following board members were noted present: Boeder, Schaefer, Shipe, Yeager, and Rushmeyer.

Also noted present were City Council Liaison Badeaux, City Engineer/Public Works Director Dehn, Recreation Coordinator Kaufman, and Community Development Director James Kramvik.

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

Approval of the Agenda - Approved

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

Approval of the Consent Calendar - Approved

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

- A. Approval of the Minutes of the Regular Meeting held on September 27 and October 11, 2022**
- B. Approval of the Disbursements for November 2022**
- C. Financial Report for October 2022**

New Business

MLT Park Project Update

Mr. Paul Sandy presented recent MLT Park project updates. Final stabilization methods have been completed to the soils until final sod and seed can come in Spring. The only concrete work to be completed is near the amphitheater landings on the steps for block caps, both at the river side and amphitheater. The stormwater pond was excavated and site took shape once concrete was completed. Roof structures and restroom structure should wrap up pretty quickly, as well as interior finishes. Park lights have been erected. Regarding Change Order 8 being denied, wsb said that change order probably should not have come forward to the park board. Wsb/electrical subs will take responsibility for that change order. The lights will be able to be used by the park board in the future. Overall, Mr. Sandy said the contractor that was used did top fit and finish work, the best concrete work he has seen by far. Although it may have taken longer, it will be a top-notch park.

Approve 2023 Fee Schedule

Mr. Dehn discussed the proposed fee schedule, noting the only changes were to add the cancellation administration fees.

MOVED AND SECONDED BY SCHAEFER AND SHIPE, DULY CARRIED, TO APPROVE THE 2023 PROPOSED FACILITY FEE SCHEDULE, MAKING SURE THIS FEE SCHEDULE MATCHES THE WEBSITE.

Approve 2023 Meeting Schedule

MOVED AND SECONDED BY YEAGER AND SCHAEFER, DULY CARRIED, TO APPROVE THE 2023 MEETING SCHEDULE.

Approve 2023 Proposed Budget

City Engineer/Public Works Director Dehn discussed the proposed 2023 budget. He stated the City Council recommends \$575,000 of ARPA funds to be used as such: Jaycees Park \$200,000, Lum Park Beach \$150,000, Kiwanis Park clearing \$75,000, and Lum Park Campground \$150,000. Dehn recommends looking at capital, prioritize the Memorial Park lights and take a year to revisit the Memorial Park and Jaycees concessions buildings. Dehn did also clarify that the Memorial Park lights needs to follow the typical budgetary process. It will need to be adopted into capital budget before it goes out for solicitation and bid. Also, there will be a representative from Musco Lighting at the next board meeting to address all questions and concerns on lighting and warranty.

MOVED AND SECONDED BY YEAGER AND SHIPE, DULY CARRIED, TO APPROVE THE 2023 PROPOSED BUDGET WITH THE FOLLOWING AMENDMENTS: REMOVE THE JAYCEES PARK \$150,000 FOR CONCESSIONS/WARMING HOUSE/RESTROOM, REMOVE THE LUM PARK WAREHOUSE/OFFICE DEMO, PAVILION 1, AND PAVILION 2 FOR A TOTAL OF \$75,000, REMOVE THE MEMORIAL PARK CONCESSIONS/LOCKERS/RESTROOM AND SHELTER FOR A TOTAL OF \$180,000 AND REMOVE TRIANGLE PARK SHADE STRUCTURE FOR \$10,000. ADD THE BUSTER PARK GAZEBO FOR \$30,000. THIS SHOULD PROVIDE A \$385,000 REDUCTION IN THE BUDGET THAT PUTS THE BUDGET IN A BETTER POSITION FOR THE COST OF THE MEMORIAL PARK LIGHTS.

Discussion on MLT Park Amphitheater Rates and Policies

Mr. Dehn discussed the research findings comparing other similar amphitheaters in our Minnesota area to start thinking about what kinds of fees and policies the City will want to have with the new MLT Park Amphitheater. Dehn suggests implementing a daily fee may be the best route. He mentions it may be necessary to require \$500,000 liability insurance. He also recommends that groups would need to fill out an application for reservation that would require park board approval. Mr. Rushmeyer voiced concerns of having too strict of codes and limiting who may rent the park if the insurance liability is too high. Being new to the community, he would hate to restrict the use too much. Mr. Yeager voiced that this topic deserves a separate planning meeting and inviting HRA, the original design team and all neighbors and participants to share in the brainstorming. He would like to see the meeting organized in parts; Fees (Non-Profit vs. For Profit), Parking, Noise, Signage, who will run events, how do we manage these events. Mr. Boeder asked if it's possible to add the liability insurance into the rental fee. Mr. Badeaux stated he would not like to see any parking rules put in place. Mr. Shipe asked about an insurance policy on overnight storage if it is rented for multiple days. He asked if there are thoughts about renting

just the learning center separately of the amphitheater and could they both be rented at the same time to different parties.

The board decided to have a special park meeting on Tuesday, December 6, 2022 at 4:00 pm, inviting Eric Charpentier from HRA, Riverfront Committee members Don Gorham, Eric Roberts, John Forrest and Jennifer Bergman.

Discussion on NCLI Grant Candidates

Mr. Dehn explained the NCLI Grant process and award. He went over staff ideas such as selfie stations and nature play areas in the parks, keeping with the idea that our goal is to get people out into our parks. Deadline for application is December 7. The board discussed all the suggested ideas, and all had different favorites. After much discussion, the board decided to ask for ice skates and cold weather gear to keep youth coming to the parks in the winter. Ms. Schaefer did ask if it was possible to build some selfie stations in house for some favorite sites in our parks, since everyone liked that idea a lot.

MOVED AND SECONDED BY SCHAEFER AND YEAGER, DULY CARRIED, TO HAVE STAFF APPLY FOR THE NCLI GRANT, SPECIFICALLY THE MINI GRANT, ASKING FOR ICE SKATES AND COLD WEATHER GEAR FOR YOUTH TO USE IN ALL THE CITY PARKS WITH ICE HOCKEY RINKS.

Discussion on Lighting Standards

Chair Rushmeyer had to leave early, and Mr. Yeager took over as co-chair at 5:05 pm. Community Development Director James Kramvik started the discussion with background information on lighting color temperature standards. The Planning Commission believes a light ordinance would be beneficial in Brainerd to limit light pollution within the city. The Planning Commission is looking to form a joint workshop with members from the Planning Commission, BPU Commission, and Park Board to review lighting standards within the city. This keeps with the goal of creating a more uniform look throughout the city. The plan would be to move forward and as fixtures need replacing, the city would replace according to the new standards. The park board was receptive to this idea. Mr. Yeager would be on board to have the Parks Department implement the new standards over the next three years. The board has provided Mr. Kramvik a consensus of support on this new standard.

Public Forum

The Chair opened and closed the Public Forum at 5:15 p.m.

Board Member Reports

Ms. Schaefer asked why garbage cans were taken out of specific parks in October and how does that work when there are events coming up, who makes sure there is a garbage can available? Mr. Dehn said he could add this general policy to the agenda for the next park board meeting. Mr. Shipe was disappointed that in conversation regarding Gregory Master Plan, the Brainerd Northside Association was engaged and wanted to participate, however no one in the association knew the planning was happening. Mr. Shipe hopes we can continue to try to build the relationship with Brainerd Northside Association. Mr. Shipe also stated there is an event on December 17 at 2 pm in Gregory Park for Christmas carols sing-along and hot cocoa, all are welcome to attend.

Staff Reports

Recreation Coordinator Kaufman relayed that the Youth Pond hockey and adult pond hockey is open for registration on our new Civic Rec registration software. The tentative open date is Dec. 27th for the warming houses and will be open a little longer during the school winter break. She will be using a new app for staffing warming attendants this year.

Mr. Badeaux discussed his Community Action event coming up on Dec. 9th in Buffalo Hills with hayrides and hot cocoa. Firepits are in the parking lot area, and possibly a light contest by residents along the pathway.

Mr. Dehn went over the parks maintenance report. The maintenance team has been prepping for winter, prepping rinks for flooding, and preparing to help BPU with holiday decorations downtown Brainerd. Baratto Brothers has moved in at Kiwanis Park and they will start doing demo work, plan is for December completion except paint, that will happen in Spring. He did inform the board of the recent Jaycees Park complaint and his response to complainant. The boat launch road at Lum Park Road, Mr. Dehn has had a conversation with BPU regarding the light down at the boat launch. The board asked that this topic be added to the next board meeting agenda. Mr. Dehn was needing to know if the power lines should be overhead or underground, how many poles needed, how much do we need to illuminate. This work should try to be coordinated for spring before they resurface the road. The board would like more information to decide on this. Mr. Dehn addressed questions from the board on the security cameras in the Kiwanis Park as well as the hockey rink boards that cause the rink to melt in Memorial Park. Mr. Dehn discussed the infrastructure limitations and stated that Kiwanis Park would be the priority to set up with a computer and Wi-Fi, and eventually have radio cameras for under the bridge. This is not in the budget yet but hoping for a couple years for completion. Regarding the ice rink boards that cause the slushy ice, Mr. Dehn commented it is tough with the southern facing sun causing the melt. The parks maintenance department is putting a sticker down as an insulator, hoping it would help.

Mr. Dehn had some follow ups from the last meeting. After discussing the ball field lights with Musco Lighting, they recommended lights be mounted no lower than 70 feet to prevent glare. All the maintenance is done at the controller box which is mounted at 10-15 feet. There would be no need to climb to the top of the pole for any maintenance. Also, as a follow up to softball and kickball revenue, generally these sports bring in about \$50,000 revenue and we spend about ¾ of the revenue, creating a net of about \$15,000.

Adjourn

MOVED AND SECONDED BY BOEDER AND SCHAEFER, DULY CARRIED, TO ADJOURN THE MEETING AT 5:36 P.M. TO SPECIAL PARK BOARD MEETING ON DECEMBER 6, 2022 IN THE CITY COUNCIL CHAMBERS.

Respectfully Submitted,

Cari LaRose, Administrative Specialist

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

Upon roll call, the following board members were noted present: Boeder, Schaefer, Shipe, Yeager.

Also noted present were City Council Liaison Badeaux, City Administrator Jennifer Bergman, City Engineer/Public Works Director Dehn, Recreation Coordinator Kaufman. City Council member Gabe Johnson and Riverfront Committee member Don Gorham were present. Theresa Bourke was present from the Brainerd Dispatch also.

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

Approval of the Agenda - Approved

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

New Business

Discussion on MLT Park Amphitheater Rates and Policies

Public Works Director Dehn started the conversation on proposed rates and policies for the new MLT park. Mr. Dehn recommends an application process that would run through our new Civic Rec software. Schaefer brought up that if they are applying online, it should look different than a typical park reservation. There should be a list of questions for this application. Concerns were brought up that if applications had to go through staff and then be approved by park board, people could be waiting too long for approval. Decisions were made that smaller events, less than 25 people, could be staff approved. Anything larger than 25 people, that has outside food vendors, safety concerns, amplified volume that could affect neighbors, large traffic, should be brought forward to the park board for approval. For larger events, you need to have a minimum amount of lead time to get through park board approval. Don Gorham brought up thinking about this park as three elements: Amphitheater, Learning Center, Canoe/Kayak Launch.

After much discussion over different groups that may rent the park (resident/non-resident, profit/non-profit, students/education purposes, senior), the park board decided to have one flat fee for all to rent the amphitheater. The fee will be a fixed rate of \$150.00 daily. School entities fees may be waived at the request of the park board upon approval. Thought was to keep this process simpler this year and evaluate as time goes. The board will gather information throughout this coming year and adjust policies, change from daily rates to hourly rates, increase fees, or add damage deposits at a future time. If potential renters want the same day but morning hours vs afternoon/evening hours, staff can look at those requests and try to meet customers' needs.

Cleaning/Damage Deposits was a topic for consideration, however, at this time, the Park Board decided to not include a damage deposit and revisit after the first year renting the park or as needed to be addressed.

Is there a need for parking policies? The one comment that the park board wants to make very clear is that there will be no parking on any grass in the park. Clarification on the application

will be needed for food vendors so they understand where to park. Also, it was noted that there are two handicap parking spots, but if churches or any group renting need more handicap spots, they are welcome to bring temporary signs for the day.

As far as noise, the City code is no noise after 10 pm. This park will follow the city code. Amplification of sound on an application must go through park board approval. Yeager asked that someone from HRA was invited to attend the meeting and share their concerns or opinions. Don Gorham did say that this general area is accustomed to a little more noise with High school games, 4th of July, etc. and would think most events would wrap up by the 10 pm hour.

Does the City want to allow signage in the park for an event and what does it look like? Consensus was for foldable sandwich boards to be rented from the city to hang signs on, these would be temporary only and absolutely no posts being placed in ground. Park has an irrigation system throughout most the green space. There is an option to put some hooks on the bottom of the Park sign and allow banners to be hung by grommets.

As far as insurance, what does the City want to require for events at the Amphitheater? Again, the board agrees this can be a case-by-case basis and would most likely come along with a bigger event. Depending on the event, the City may require liability insurance.

At this time, the board agrees not to be concerned if a renter wants to charge for tickets/entry or make a profit on an event.

Would there be an exception for this to be a park that allows alcohol at events? Board agrees that they would like to see parks have the option to have alcohol for events. This was asked to be a future agenda item, which would need to be brought to the City Council to amend the city code.

Does the City need a policy on overnight storage? If a renter should want to set up the night before, the park would need to be reserved and paid for in full for both days and storage of goods is at your own risk. No overnight camping is allowed.

Park board agrees that the first year will have some learning curves and they will reevaluate and adjust things as they move forward. Park board would like staff to draft a policy document, as well as application for review.

Unfinished Business

Approve 2023 Proposed Budget

Director Dehn went over the discussion held at the last City Council meeting and that the Memorial Lights should not be included in the Capital Budget. He discussed some alternative “band-aids” to hopefully get the lights through one more season at least, maybe more, and give the board time to figure out what to do with the lights.

Dehn recommended the Park Board revise the budget by removing the \$400,000 for the lights from the budget and adding in \$30,000- \$50,000 for rehab of the lights. The problem is that this money may not actually fix the lights and is truly unknown. It could be just throwing away the money to hold them over for, hopefully, a year or two. Boeder expressed his concern that the lights have been “band aid” fixed year after year and they still don’t work. The lights create a lot of draw and overheat often. Mayor Badeaux suggested presenting a couple of options to the City Council for the budget. Yeager stated that over the past 25 years the Park board has acted incorrectly and very reactive. As it is a rough year for the City, Yeager believes the park board

should keep the \$30,000 for the Buster Park Gazebo, add \$30-50,000 for the rehab of lights and take the next year to come up with a very intelligent plan and budget to go forward. If this has been an ongoing problem for years, why has it not been in the 30-year Capital plan? Yeager said the poor planning and the failure to respond by the Park Board should not have become the City Council's problem suddenly.

MOVED AND SECONDED BY BOARD MEMBERS SHIPE AND SCHAEFER, DULY CARRIED, TO REMOVE THE \$400,000 TO REPLACE MEMORIAL PARK LIGHTS FROM THE CAPITAL BUDGET AND REPLACE WITH \$50,000 FOR THE REHAB OF THE LIGHTS. THE PARK BOARD WOULD LIKE TO LEAVE THE \$30,000 FOR THE BUSTER PARK GAZEBO IN THE BUDGET.

Mr. Dehn needs a volunteer from Park board to join a Rotary Park Solar Project workgroup. Shipe volunteered to join this workgroup.

Dehn stated that the No Child Left Inside grant does require a grant match, anywhere from 1% to 100% match is acceptable. The bigger the match, the better your application looks. Park board asked what buckets this match money could come out of. This could likely come from Park Dedication Fund. They agreed to match \$5,000 and keep the ask for ice skates, pushers and sleds to be used in all the parks with ice hockey and pleasure rinks, as well as the sledding hill.

MOVED AND SECONDED BY BOARD MEMBERS SHIPE AND BOEDER, DULY CARRIED, TO AGREE TO MATCH \$5,000 ON THE NO CHILD LEFT INSIDE GRANT APPLICATION IN WHICH STAFF IS ASKING FOR \$5,000 FOR ICE SKATES, PUSHERS AND SLEDS FOR OUR OUTDOOR RINKS AND SLED HILL.

Public Forum

The Co Chair opened and closed the Public Forum at 6:07 p.m.

Adjourn

MOVED AND SECONDED BY SHIPE AND SCHAEFER, DULY CARRIED, TO ADJOURN THE MEETING AT 6:07 p.m.

Respectfully Submitted,

Cari LaRose, Administrative Specialist

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD
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310542 74636	ACE HARDWARE LIGHTBULBS - SHOP 230-5200-42220	11/07/2022 pziemer REPAIR & MAINT	11/23/2022	6.29 6.29	0.00	Paid	Y 11/23/2022
310610 74637	ACE HARDWARE PAINT/TAPE 230-5200-42220	11/10/2022 pziemer REPAIR & MAINT	11/23/2022	17.98 17.98	0.00	Paid	Y 11/23/2022
310738 74701	ACE HARDWARE DISHSOAP 230-5200-42220	11/15/2022 pziemer REPAIR & MAINT	11/23/2022	10.78 10.78	0.00	Paid	Y 11/23/2022
310764 74702	ACE HARDWARE DOWNTOWN DECORATIONS 101-9200-43430	11/16/2022 pziemer MISCELLANEOUS	11/23/2022	15.05 15.05	0.00	Paid	Y 11/23/2022
310715 74736	ACE HARDWARE GGP PARK SUPPLIES 230-5200-42220	11/15/2022 pziemer REPAIR & MAINT	12/07/2022	21.57 21.57	0.00	Paid	Y 12/07/2022
310778 74737	ACE HARDWARE SHOP PUMP 230-5200-42220	11/16/2022 pziemer REPAIR & MAINT	12/07/2022	16.19 16.19	0.00	Paid	Y 12/07/2022
310844 74738	ACE HARDWARE MISC. WARMING HOUSE SHOVELS 230-5200-42220	11/18/2022 pziemer REPAIR & MAINT	12/07/2022	58.47 58.47	0.00	Paid	Y 12/07/2022
112653 74644	AMERICAN STEEL SUPPLY INC SHOP PARTS 230-5200-42220	11/04/2022 pziemer REPAIR & MAINT	11/23/2022	5.60 5.60	0.00	Paid	Y 11/23/2022
X12032022/PARKS 75049	AT&T MOBILITY ACCT 287292136423 PARKS PHONES 10/26 230-5200-43321	11/25/2022 pziemer TELEPHONE	12/09/2022	151.76 151.76	0.00	Paid	Y 12/09/2022
17328953 74714	AUTO VALUE - WEST SOCKET - DOWNTOWN BANNERS 230-5200-42220	11/15/2022 pziemer REPAIR & MAINT	12/07/2022	4.99 4.99	0.00	Paid	Y 12/07/2022

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7833 74592	BRAINERD LAKES SEWER, LLC ROTARY/MMP FIELD 3 SATELLITE RENTAL 230-5200-43410 RENTAL EXPENSE 230-5215-42210 OPERATING SUPPLIES	10/31/2022 pziemer	11/23/2022	319.68 240.00 79.68	0.00	Paid	Y 11/23/2022
OCT 2022 74751	BRAINERD PUBLIC UTILITIES 9/24/22-10/24/22 PARKS UTILITIES 230-5200-43381 BPU UTILITIES 230-5280-43380 UTILITIES 230-5280-43380 UTILITIES 230-5280-43380 UTILITIES	11/01/2022 pziemer	12/07/2022	4,585.18 4,292.63 157.38 17.83 117.34	0.00	Paid	Y 12/07/2022
SEPT 22/PARKS 74902	BRAINERD PUBLIC UTILITIES 8/24/22-9/24/22 PARKS DEPT UTILITIES 230-5200-43381 BPU UTILITIES 230-5280-43380 UTILITIES 230-5280-43380 UTILITIES 230-5280-43380 UTILITIES	11/01/2022 pziemer	12/07/2022	7,892.22 7,628.54 101.12 15.44 147.12	0.00	Paid	Y 12/07/2022
918968828 74664	BSN SPORTS, LLC QTY 8 KICKBALLS II 230-5212-42210 OPERATING SUPPLIES	10/28/2022 pziemer	11/23/2022	55.65 55.65	0.00	Paid	Y 11/23/2022
918998205 74665	BSN SPORTS, LLC QTY 8 KICKBALLS 230-5212-42210 OPERATING SUPPLIES	10/31/2022 pziemer	11/23/2022	55.65 55.65	0.00	Paid	Y 11/23/2022
919096376 74717	BSN SPORTS, LLC HOLLYWOOD BASES 230-5200-42221 R&M-ATHLETIC FIELD MAINT	11/04/2022 pziemer	12/07/2022	304.99 304.99	0.00	Paid	Y 12/07/2022
92166-0/NOV22/PARKS 75096	CENTERPOINT ENERGY 10/18/22-11/15/22 PARKS UTILITIES 230-5200-43380 UTILITIES	11/23/2022 pziemer	12/09/2022	147.46 147.46	0.00	Paid	Y 12/09/2022
21121864/PARKS 74661	CONSOLIDATED TELEPHONE CO 11/12-12/11 PARKS PHONE/INTERNET 230-5200-43321 TELEPHONE	11/12/2022 pziemer	11/23/2022	50.22 50.22	0.00	Paid	Y 11/23/2022
21:16 PAY REQ 6 74741	CUSTOM BUILDERS, INC IMP 21:16 PAY REQ 6	11/17/2022 pziemer	12/07/2022	425,051.00	0.00	Paid	Y 12/07/2022

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	401-9030-45530-21:16	CAPITAL-PYMTS TO CONTRACTS		425,051.00			
FBN4597507/PARKS							
74676	ENTERPRISE FM TRUST OCT 22 PARKS VEHICLE LEASES 230-5200-43331	11/03/2022 pziemer	11/23/2022	2,460.49	0.00	Paid	Y 11/23/2022
		LEASE PAYMENTS		2,460.49			
MNBAX257844							
74739	FASTENAL COMPANY CABLE TIES - SHOP 230-5200-42220	11/08/2022 pziemer	12/07/2022	12.63	0.00	Paid	Y 12/07/2022
		REPAIR & MAINT		12.63			
11/21/22							
74725	KOERING, JOE REIMBURSE 50% WORK BOOTS 2022 230-5200-42210	11/21/2022 pziemer	12/07/2022	77.48	0.00	Paid	Y 12/07/2022
		OPERATING SUPPLIES		77.48			
85390							
74666	MENARDS - BAXTER BATTERIES & 50AMP BREAKER 230-5280-42220	11/01/2022 pziemer	11/23/2022	19.33	0.00	Paid	Y 11/23/2022
		REPAIR & MAINT		13.88			
	230-5200-42220	REPAIR & MAINT		5.45			
85890							
74887	MENARDS - BAXTER QTY 12 LIGHTS FOR DOWNTOWN 101-9200-43430	11/09/2022 pziemer	12/07/2022	69.92	0.00	Paid	Y 12/07/2022
		MISCELLANEOUS		69.92			
86421							
74888	MENARDS - BAXTER QTY 12 SLEDS FOR MAYORS HILL 245-1310-43430	11/17/2022 pziemer	12/07/2022	119.88	0.00	Paid	Y 12/07/2022
		MISCELLANEOUS		119.88			
9401301							
74642	MIDWEST MACHINERY CO SKIDSTEER MAINTENANCE COVER 230-5200-42220	11/03/2022 pziemer	11/23/2022	117.75	0.00	Paid	Y 11/23/2022
		REPAIR & MAINT		117.75			
9400289							
74643	MIDWEST MACHINERY CO SHOP OIL FILTERS 230-5200-42220	11/02/2022 pziemer	11/23/2022	102.37	0.00	Paid	Y 11/23/2022
		REPAIR & MAINT		102.37			
1119343-0							
74619	OFFICE SHOP ENVELOPES/BATTERIES 230-5280-42210	11/09/2022 pziemer	11/23/2022	156.56	0.00	Paid	Y 11/23/2022
		OPERATING SUPPLIES		115.18			
	230-5200-42200	OFFICE SUPPLIES		41.38			

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1647-159689 74715	O'REILLY AUTOMOTIVE STORES INC. SHOP - CAPSULE 230-5200-42220 REPAIR & MAINT	11/14/2022 pziemer	12/07/2022	16.82 16.82	0.00	Paid	Y 12/07/2022
1647-161204 74882	O'REILLY AUTOMOTIVE STORES INC. OIL AND FILTERS 230-5200-42220 REPAIR & MAINT	11/22/2022 pziemer	12/07/2022	59.84 59.84	0.00	Paid	Y 12/07/2022
11603 74881	SHANNON'S AUTO BODY PLOW TRUCK REPAIRS 230-5200-42220 REPAIR & MAINT	11/23/2022 pziemer	12/07/2022	279.79 279.79	0.00	Paid	Y 12/07/2022
9921269022 75089*	VERIZON WIRELESS 10/24-11/23 PARKS PHONE - HR CREDIT 230-5200-43321 TELEPHONE 101-1400-43321 TELEPHONE	11/23/2022 pziemer	12/09/2022	26.88 29.80 (2.92)	0.00	Paid	Y 12/09/2022
84694159/PARKS 74685	WEX BANK OCT 22 PARKS DEPT FUEL 230-5200-42212 MOTOR FUELS	10/31/2022 pziemer	11/23/2022	1,215.86 1,215.86	0.00	Paid	Y 11/23/2022
12421 74583	WINNERS TROPHY QTY 18 SOFTBALL, QTY 2 KICKBALL 230-5212-42210 OPERATING SUPPLIES 230-5215-42210 OPERATING SUPPLIES	11/06/2022 pziemer	11/23/2022	920.00 92.00 828.00	0.00	Paid	Y 11/23/2022
PCard: 2257 U.S. BANK Card Holder: PARKS							
11/16/22 74818	FLEET FARM COLD WEATHER GEAR - SAM 230-5200-42210 OPERATING SUPPLIES	11/16/2022 pziemer	12/07/2022	199.99 199.99	0.00	Paid	Y 12/07/2022
Total PCard: 2257 U.S. BANK Card Holder: PARKS				199.99	0.00		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

# of Invoices:	35	# Due:	0	Totals:	444,626.32	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					444,626.32	0.00

* 1 Net Invoices have Credits Totalling: (2.92)

--- TOTALS BY GL DISTRIBUTION ---

101-1400-43321	TELEPHONE	(2.92)
101-9200-43430	MISCELLANEOUS	84.97
230-5200-42200	OFFICE SUPPLIES	41.38
230-5200-42210	OPERATING SUPPLIES	277.47
230-5200-42212	MOTOR FUELS	1,215.86
230-5200-42220	REPAIR & MAINT	736.52
230-5200-42221	R&M-ATHLETIC FIELD MAINT	304.99
230-5200-43321	TELEPHONE	231.78
230-5200-43331	LEASE PAYMENTS	2,460.49
230-5200-43380	UTILITIES	147.46
230-5200-43381	BPU UTILITIES	11,921.17
230-5200-43410	RENTAL EXPENSE	240.00
230-5212-42210	OPERATING SUPPLIES	203.30
230-5215-42210	OPERATING SUPPLIES	907.68
230-5280-42210	OPERATING SUPPLIES	115.18
230-5280-42220	REPAIR & MAINT	13.88
230-5280-43380	UTILITIES	556.23
245-1310-43430	MISCELLANEOUS	119.88
401-9030-45530-21:16	CAPITAL-PYMTS TO CONTRACTS	425,051.00

--- TOTALS BY FUND ---

101 - GENERAL FUND	82.05	0.00
230 - PARK & RECREATION FUND	19,373.39	0.00
245 - CONTINGENCY FUND	119.88	0.00
401 - CONSTRUCTION FUND	425,051.00	0.00

--- TOTALS BY DEPT/ACTIVITY ---

1310 - CONTINGENCY FUND	119.88	0.00
1400 - ADMINISTRATION	(2.92)	0.00
5200 - PARK MAIN/ADMINISTRATION	17,577.12	0.00
5212 - KICKBALL PROGRAM	203.30	0.00
5215 - ADULT SOFTBALL	907.68	0.00
5280 - CAMPGROUND	685.29	0.00
9030 - CONSTRUCTION PROJ-MISC	425,051.00	0.00
9200 - CITY-WIDE	84.97	0.00

As of November 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	19,340	-	-	-	-	-	-	-	-	-	-
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services - User Fees	11,500	9,419	1,500	602	-	-	45,000	25,435	2,500	4,787	1,000	1,294
Other Revenue												
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	65,000	73,524	-	-	-	-	-	-	-	-	-	-
Contributions & Donations	-	7,140	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	1,000	-	-	-	-	-	-	-	-	-	-	-
Misc. Revenue	1,000	490	-	-	-	-	-	-	-	-	-	-
Total Charges for Services	67,000	81,154	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	113,500	109,912	1,500	602	-	-	45,000	25,435	2,500	4,787	1,000	1,294
Total Personal Services	751,649	670,211	446	135	8,005	12,369	16,431	9,943	-	2,745	-	3,675
Supplies												
Office and Operating Supplies	5,750	5,735	500	355	250	106	27,500	20,482	2,000	-	2,000	5,001
Motor Fuels	15,000	19,346	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	55,000	57,807	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance - Athletic Field	5,000	17,098	-	-	-	-	-	-	-	-	-	-
Small Tools	800	406	-	-	-	-	-	-	-	-	-	-
Total Supplies	81,550	100,391	500	355	250	106	27,500	20,482	2,000	-	2,000	5,001
Services												
Professional Services	18,000	17,500	-	-	-	-	-	-	-	-	-	-
Computer Technical Support	4,000	13,900	-	-	-	-	-	-	-	-	-	-
Telephone	2,580	2,618	-	-	-	-	-	-	-	-	-	-
Postage	500	101	-	-	-	-	-	-	-	-	-	-
Professional Development	1,000	940	-	-	-	-	-	-	-	-	-	-
Lease Payments	29,125	28,454	-	-	-	-	-	-	-	-	-	-
Printing/Legal Publications	1,000	1,481	-	-	-	-	-	-	-	-	-	-
Insurance	44,248	26,964	-	-	-	-	-	-	-	-	-	-
Utilities	72,800	69,844	-	-	-	-	-	-	-	-	-	-
Rent Expense	1,500	1,710	-	-	-	-	-	-	-	-	-	-
Miscellaneous	2,000	443	-	-	-	-	-	-	-	-	-	-
Credit Card Fees	1,000	1,287	-	-	-	-	-	-	-	-	-	-
Dues and Subscriptions	1,100	122	-	-	-	-	-	-	-	-	-	-
Total Services	178,852	165,364	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	1,012,052	935,967	946	490	8,255	12,475	43,931	30,425	2,000	2,745	2,000	8,675
Other Revenue (Expenses)												
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(898,552)	(826,054)	554	112	(8,255)	(12,475)	1,069	(4,989)	500	2,042	(1,000)	(7,381)

= Getting very close to being overbudget. This is partially due to the number of memorial benches donated this year. The City received \$6,900 of donations for benches.

As of November 30, 2022

	Kickball		Adult Softball		Campground		GRAND TOTAL	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Total Taxes and Penalties	-	-	-	-	-	-	35,000	19,340
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-
Charges for Services - User Fees	3,000	3,449	50,000	46,705	40,000	52,725	154,500	144,416
Other Revenue								
Interest Income	-	-	-	-	-	-	-	-
Public Utility Electric Sales	-	-	-	-	-	-	65,000	73,524
Contributions & Donations	-	-	-	-	-	-	-	7,140
Misc. Program Revenue	-	-	-	-	-	-	1,000	-
Misc. Revenue	-	-	-	-	-	-	1,000	490
Total Charges for Services	-	-	-	-	-	-	67,000	81,154
TOTAL REVENUES	3,000	3,449	50,000	46,705	40,000	52,725	256,500	244,909
Total Personal Services	2,806	2,911	26,878	25,101	-	-	806,216	727,090
Supplies								
Office and Operating Supplies	600	259	14,000	10,079	500	918	53,100	42,934
Motor Fuels	-	-	-	-	-	-	15,000	19,346
Repairs & Maintenance	-	-	3,500	-	1,500	731	60,000	58,537
Repairs & Maintenance - Athletic Field	-	-	-	-	-	-	5,000	17,098
Small Tools	-	-	-	-	-	-	800	406
Total Supplies	600	259	17,500	10,079	2,000	1,649	133,900	138,321
Services								
Professional Services	-	-	-	-	-	-	18,000	17,500
Computer Technical Support	-	-	-	-	-	-	4,000	13,900
Telephone	-	-	-	-	800	1,353	3,380	3,971
Postage	-	-	-	-	-	-	500	101
Professional Development	-	-	-	-	-	-	1,000	940
Lease Payments	-	-	-	-	-	-	29,125	28,454
Printing/Legal Publications	-	-	-	-	100	-	1,100	1,481
Insurance	-	-	-	-	-	-	44,248	26,964
Utilities	-	-	-	-	3,300	2,294	76,100	72,138
Rent Expense	-	-	-	-	-	-	1,500	1,710
Miscellaneous	-	-	-	-	-	-	2,000	443
Credit Card Fees	-	-	-	-	-	-	1,000	1,287
Dues and Subscriptions	-	-	-	-	-	-	1,100	122
Total Services	-	-	-	-	4,200	3,648	183,052	169,012
TOTAL OPERATING EXPENSES	3,406	3,171	44,378	35,179	6,200	5,297	1,123,168	1,034,423
Other Revenue (Expenses)								
Sale of Assets	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(406)	278	5,622	11,526	33,800	47,428	(866,668)	(789,514)

MEMO

To: Connie Hillman, Finance Director
From: Park Board
Date: December 20, 2022
Subject: Park Board transfer request

At its December 20, 2022 meeting, the Park Board approved the following year-end transfer.

Donations received, but not spent, in 2022 include:

- \$5.00 undesignated donations

Please transfer a total of \$5.00 from the Park Fund 230-9300-47720 (Transfers Out) to the Park Dedication Fund 405-0000-39200 (Transfers In).

Supporting documentation is attached for your reference and records.

Brainerd Parks and Recreation

Contributions and Donations 2022

Special Events

Received From	Date	Receipt Number	General Ledger	Event	Amount	Notes
Brainerd Rotary Foundation	01/18/22	1034952	230-5211-34711	Easter Egg Hunt	\$600.00	Event Sponsor
Anonymous donations	02/15/22	1034976	230-5211-34711	Annual Skating Party	44.00	
Viking Coca-Cola Bottling Co	04/19/22	1035129	230-5211-34711	Undesignated-from vendor contract	250.00	
Walleye Alliance Inc	04/19/22	1035131	230-5211-34711	Kids Fishing Contest	200.00	
Brainerd Lakes Chapter Muskies Inc	05/19/22	1035203	230-5211-34711	Kids Fishing Contest	100.00	
Pillager Area Charter School	08/29/22	1035762	230-5211-34711	Last Dance of Summer	50.00	Donation
Pan-o-Gold Bakery	02/10/22			Hot dog buns	in-kind	Annual Ice Skating Party
Viking Coca-Cola	02/09/22			Beverages	in-kind	Annual Ice Skating Party
Wendy's	02/10/22			Chili, spoons, bowls, napkins	in-kind	Annual Ice Skating Party
BeMobile Verizon	03/31/22			Stickers	in-kind	Easter Egg Hunt
Pampered Pets LLC and the Car Wash	04/13/22			Prizes	in-kind	Dog Park Events
Walmart	05/18/22			Gift card	in-kind	Fishing Clinic
U.S. Army Corps of Engineers	05/18/22			200 each participant bags and Frisbees	in-kind	Fishing Clinic
MN DNR	05/18/22			200 fishing license holders/fish measuring stickers for boats	in-kind	Fishing Clinic
Anonymous	05/19/22			Six kids fishing poles for casting station	in-kind	Fishing Clinic
Boys-N-Berries	10/10/22			Corn stocks, straw bales, gourds, pumpkins	in-kind	Great Pumpkin Festival
Walmart	10/14/22			Gift card-pumpkins and prizes	in-kind	Great Pumpkin Festival
Sullivan Candy & Supply	11/30/22			Candy Rec'd \$292.55 credit processed with Dec AP	in-kind	Easter Egg Hunt
See Special Events spreadsheet for revenue/expenditures/unused donations detail					\$1,244.00	

Team Sponsorships

Received From	Date	Receipt Number	General Ledger	League	Amount
No team sponsorships in 2022					
					\$0.00

Donations/Grants/Special Revenue

Received From	Date	Receipt Number	General Ledger	Description	Amount	Notes
Brainerd Lakes Area Women of Today	01/04/22	1034920	405-0000-36230	Field banner program-MMP field improvements	\$150.00	
Heartland Detachment Marine Corps League	01/07/22	1034937	405-0000-36230	Field banner program-MMP field improvements	150.00	
Smiles for Jake	01/10/22	1034939	405-0000-36230	Field banner program-MMP field improvements	400.00	
Advocates for Reproductive Education	01/10/22	1034941	405-0000-36230	Field banner program-MMP/Buster Dog Park	400.00	
Sibbert Drywall LLC	01/14/22	1034947	405-0000-36230	Field banner program-MMP field improvements	150.00	
McDonald's Restaurant	01/14/22	1034948	405-0000-36230	Field banner program-MMP field improvements	550.00	
Hasskamp Bros Well Drilling	01/21/22	1034954	405-0000-36230	Field banner program-MMP field improvements	400.00	
Penmac Staffing Services Inc	01/24/22	1034956	405-0000-36230	Field banner program-MMP/Miracle League improvements	400.00	
Holden Electric Company Inc	02/01/22	1034958	405-0000-36230	Field banner program-MMP field improvements	400.00	
The Center	02/01/22	1034961	405-0000-36230	Field banner program-MMP field improvements	150.00	
Lakes Millwork	02/03/22	1034967	405-0000-36230	Field banner program-MMP field improvements	150.00	
Advantage Seamless Gutters	02/03/22	1034968	405-0000-36230	Field banner program-MMP field improvements	400.00	
Baxter Cub Foods	02/04/22	1034969	405-0000-36230	Field banner program-MMP field improvements	825.00	
Brainerd General Rental	02/15/22	1034978	405-0000-36230	Field banner program-MMP field improvements	400.00	
Essentia Health	02/15/22	1034979	405-0000-36230	Field banner program-GGP-MMP-BAP	525.00	
Pohl Children's Scholarship Foundation	02/25/22	1034992	405-0000-36230	Field banner program-MMP field improvements	550.00	
Brainerd Lions Club	03/07/22	1035049	405-0000-36230	Designated for all-inclusive playground at BHP	10,000.00	
Barbara Haney	03/15/22	1035076	405-0000-36230	Field banner program	275.00	
Harpo's	03/16/22	1035079	230-0000-36230	Undesignated-overpayment from ASB sponsor	5.00	Unused -undesignated
Joyce Wilt	03/24/22	1035096	230-0000-36230	Memorial Bench	1,100.00	
Tiffany Lewis	03/28/22	1035099	230-0000-36230	Memorial Bench	1,100.00	
Brainerd Lions Club	04/04/22	1035108	405-0000-36230	Designated for all-inclusive playground at BHP	5,000.00	
Andrew-All Fried Up	04/04/22	1035109	405-0000-36230	Field banner program-MMP field improvements	150.00	
Linda Palmer	04/07/22	1035116	230-0000-36230	Memorial Tree Plaque	35.00	
Pampered Pets LLC	04/13/22	1035122	405-0000-36230	Field banner program-Buster Park	150.00	
NP Events	05/09/22	1035167	405-0000-36230	Field banner program-MMP field improvements	400.00	
IBEW Local 31	05/20/22	1035206	405-0000-36230	Field banner program-MMP field improvements	1,250.00	
Jeff Behr	05/25/22	1035223	230-0000-36230	Two memorial benches	2,300.00	
Brainerd Lakes Area Women of Today	06/13/22	1035297	230-0000-36230	Donation for Youth Pond Hockey equipment	200.00	
Brainerd Lions Club	07/13/22	1035482	405-0000-36230	Designated for all-inclusive playground at BHP	5,000.00	
Kiwanis Club of Brainerd	09/06/22	1035770	230-0000-36230	Two memorial benches	2,400.00	

					\$35,365.00	
Transfer unused Park Fund donations to Park Dedication Fund, per Park Board action 12/20/22.		230-9300-47720	Year-end xfer to Park Dedication Fund	\$5.00		Xfer to 405-0000-39200
Special Events 230-34711	\$1,244.00	Team Sponsorships	\$0.00			
Contributions & Donations-Park Dedication	\$28,225.00	Contributions & Donations-Park Fund	\$7,140.00			
Total Received in 2022 - does not include in-kind donations					\$36,609.00	



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

	Action Requested:
INFORMATION ONLY	Direction Requested
ACTION REQUESTED	Discussion Item

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

Musco Sports Lighting: Budget Estimate

August 2022

Troy Harris
Memorial Park
Brainerd, MN

Dear Troy:

Thank you for the opportunity to discuss Musco's Light-Structure System™ lighting with Total Light Control – TLC for LED™ technology and the benefits it will bring to your softball fields at Brainerd Memorial Park. We are excited to offer this innovative system and are confident you will see the value for many years to come.

This estimate includes Musco's Light-Structure System™ lighting with TLC for LED® technology along with estimated installation costs. This system includes pre-cast concrete bases, galvanized steel poles, remote electrical component enclosures, pole length wire harnesses and factory-aimed and assembled luminaries.

Benefits of Musco's Light-Structure System™ lighting with TLC for LED® technology

- Guaranteed light levels of 30/20 footcandles
- Reduction of spill light and glare by 50% or more
- Reduction of energy and maintenance costs by 50% to 85% over typical 1500w HID equipment
- Product assurance and warranty program that includes materials and onsite labor, eliminating 100% of your maintenance costs for 25 years
- Control-Link® System for remote on/off control and performance monitoring with 24/7 customer support

Estimated Project Cost: Materials and Installation

Softball Field 1 (290'r)	\$225,000
Softball Field 1&2 (290'r).....	\$380,000

*Pricing is based on 2022 and is subject to change.
Sales tax is not included in price.*

This **estimate** includes anticipated equipment and installation costs. This estimate assumes 480v/3 phase power being located within 100' of the field. It does not include the cost of a new electrical transformer. It also assumes standard soil conditions. Rock, bottomless, wet, or unsuitable soil may require additional engineering, special installation methods and additional cost.

Scott Peitz

Senior Sales Representative
Musco Sports Lighting, LLC
Phone: 612-368-9286
E-mail: scott.peitz@musco.com



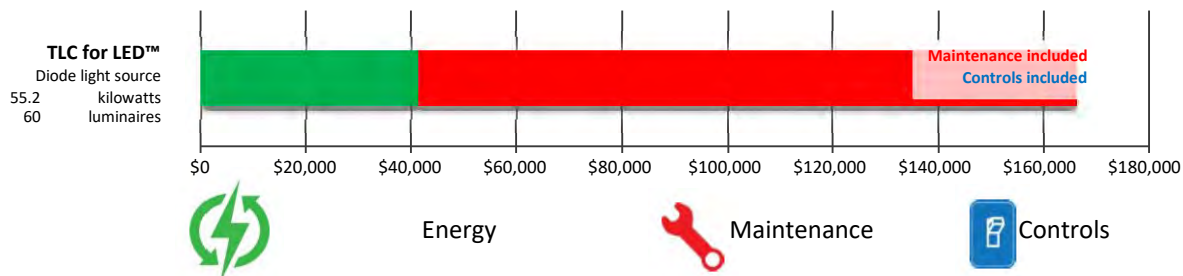
25-Year Cost of Ownership

Memorial Park

Prepared For:

Troy Harris

August 16, 2022



How is this possible? Musco's 40 years of developing systems, light control, and application expertise puts more available lumens per watt on the field. Our services team provides all on/off operation, monitoring, and maintenance.

Assumptions (2) Baseball Fields 30/20FC

Annual operating hours 250

Energy:

Energy cost per kilowatt hour \$0.12

Demand charge per kilowatt hour \$0.00

Maintenance:

Group relamp - cost per luminaire \$266

Spot maintenance over 25 years \$125,000

Controls:

Labor - turning lights on & off \$0.00

Lights on extra time without controls 15%

Brainerd Memorial Park Softball Fields 1 And 2

Brainerd,MN

Lighting System

Pole / Fixture Summary						
Pole ID	Pole Height	Mtg Height	Fixture Qty	Luminaire Type	Load	Circuit
A1	60'	60'	3	TLC-LED-900	2.67 kW	A
		60'	3	TLC-LED-900	2.67 kW	B
A2	60'	60'	3	TLC-LED-900	2.67 kW	A
A3	60'	60'	3	TLC-LED-900	2.67 kW	B
B1	60'	60'	5	TLC-LED-1200	5.85 kW	A
		60'	5	TLC-LED-1200	5.85 kW	B
		19'	1	TLC-BT-575	0.58 kW	B
		19'	1	TLC-BT-575	0.58 kW	A
B2	60'	60'	5	TLC-LED-1200	5.85 kW	A
		16'	1	TLC-BT-575	0.58 kW	A
B3	60'	60'	5	TLC-LED-1200	5.85 kW	B
		16'	1	TLC-BT-575	0.58 kW	B
C1-C2	60'	60'	4	TLC-LED-900	3.56 kW	A
		16'	2	TLC-BT-575	1.15 kW	A
C3-C4	60'	60'	4	TLC-LED-900	3.56 kW	B
		16'	2	TLC-BT-575	1.15 kW	B
10			60		55.22 kW	

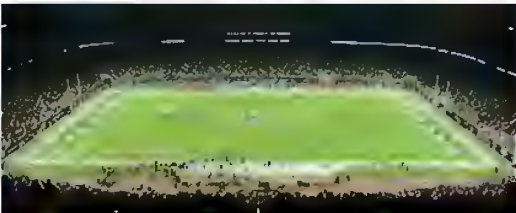
Circuit Summary			
Circuit	Description	Load	Fixture Qty
A	Softball 1	27.61 kW	30
B	Softball 2	27.61 kW	30

Fixture Type Summary							
Type	Source	Wattage	Lumens	L90	L80	L70	Quantity
TLC-LED-1200	LED 5700K - 75 CRI	1170W	136,000	>120,000	>120,000	>120,000	20
TLC-BT-575	LED 5700K - 75 CRI	575W	52,000	>120,000	>120,000	>120,000	12
TLC-LED-900	LED 5700K - 75 CRI	890W	89,600	>120,000	>120,000	>120,000	28

Light Level Summary

Calculation Grid Summary								
Grid Name	Calculation Metric	Ave	Min	Illumination		Ave/Min	Circuits	Fixture Qty
				Max	Max/Min			
Softball 1 (Infield)	Horizontal Illuminance	31.8	20	44	2.25	1.59	A	30
Softball 1 (Outfield)	Horizontal Illuminance	25.8	17	39	2.34	1.52	A	30
Softball 2 (Infield)	Horizontal Illuminance	33.7	22	45	2.09	1.53	B	30
Softball 2 (Outfield)	Horizontal Illuminance	24.8	17	42	2.39	1.46	B	30

From Hometown to Professional



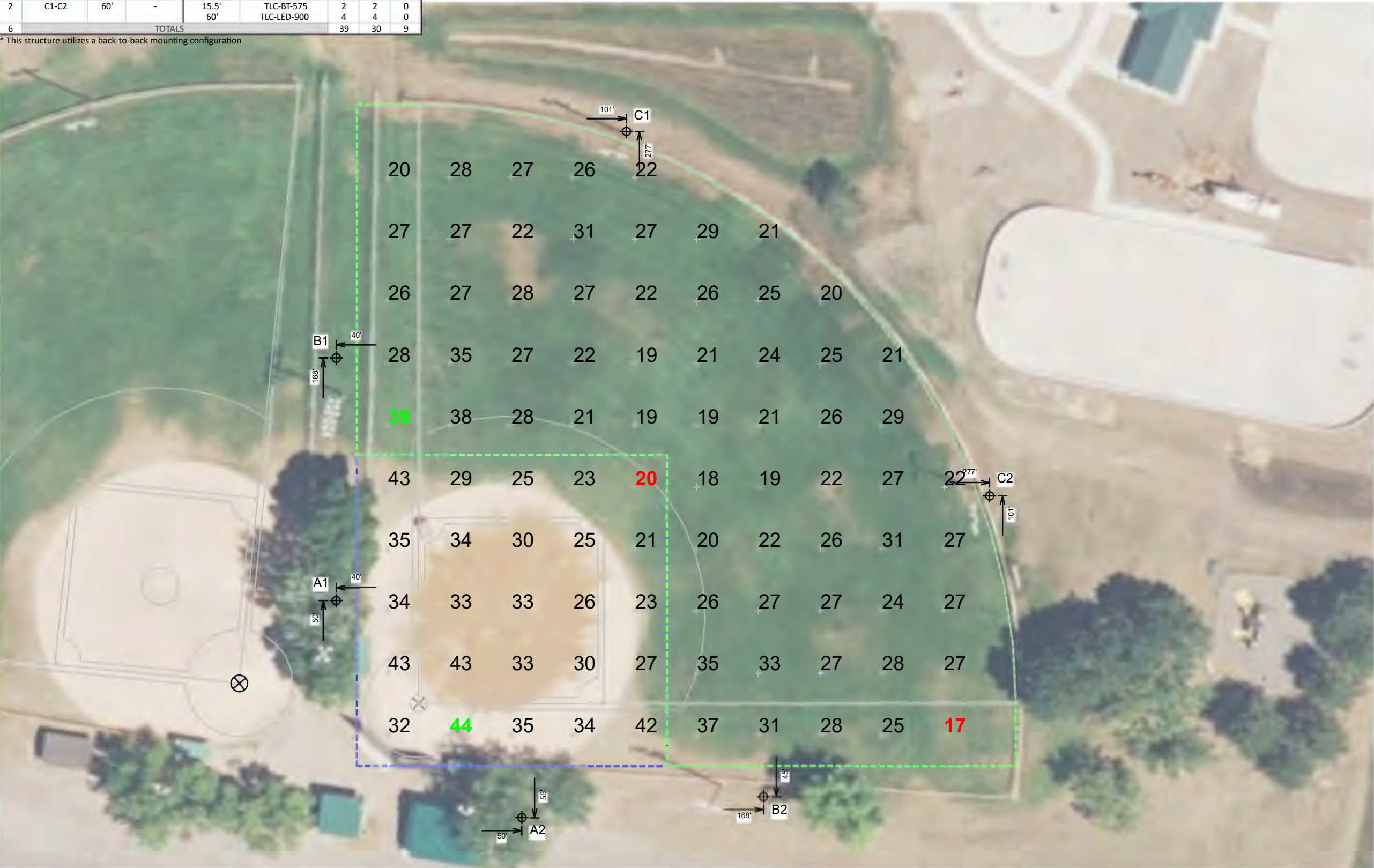
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EQUIPMENT LIST FOR AREAS SHOWN

Pole				Luminaires				
QTY	LOCATION	SIZE	GRADE ELEVATION	MOUNTING HEIGHT	LUMINAIRE TYPE	QTY / POLE	THIS GRID	OTHER GRIDS
1	A1	60'	-	60'	TLC-LED-900	3/3*	3	3
1	A2	60'	-	60'	TLC-LED-900	3	3	0
1	B1	60'	-	19'	TLC-BT-575	1/1*	1	1
				60'	TLC-LED-1200	5/5*	5	5
1	B2	60'	-	15.5'	TLC-BT-575	1	1	0
				60'	TLC-LED-1200	5	5	0
2	C1-C2	60'	-	15.5'	TLC-BT-575	2	2	0
				60'	TLC-LED-900	4	4	0
6	TOTALS					39	30	9

* This structure utilizes a back-to-back mounting configuration



Brainerd Memorial Park Softball Fields 1 And 2
Brainerd,MN

GRID SUMMARY	
Name:	Softball 1
Size:	290'/290'/290' - basepath 90'
Spacing:	30.0' x 30.0'
Height:	3.0' above grade

ILLUMINATION SUMMARY		
MAINTAINED HORIZONTAL FOOTCANDLES		
	Infield	Outfield
Guaranteed Average:	30	20
Scan Average:	31.80	25.80
Maximum:	44	39
Minimum:	20	17
Avg / Min:	1.61	1.54
Guaranteed Max / Min:	2.5	3
Max / Min:	2.25	2.34
UG (adjacent pts):	1.59	1.61
CU:	0.73	
No. of Points:	25	63
LUMINAIRE INFORMATION		
Applied Circuits:	A	
No. of Luminaires:	30	
Total Load:	27.61 kW	

Guaranteed Performance: The ILLUMINATION described above is guaranteed per your Musco Warranty document and includes a 0.95 dirt depreciation factor.

Field Measurements: Individual field measurements may vary from computer-calculated predictions and should be taken in accordance with IESNA RP-6-15.

Electrical System Requirements: Refer to Amperage Draw Chart and/or the "Musco Control System Summary" for electrical sizing.

Installation Requirements: Results assume ± 3% nominal voltage at line side of the driver and structures located within 3 feet (1m) of design locations.



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ILLUMINATION SUMMARY

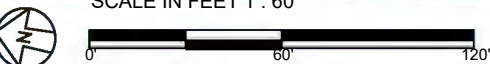


Pole location(s) + dimensions are relative to 0,0 reference point(s)

EQUIPMENT LIST FOR AREAS SHOWN

Pole				Luminaires				
QTY	LOCATION	SIZE	GRADE ELEVATION	MOUNTING HEIGHT	LUMINAIRE TYPE	QTY / POLE	THIS GRID	OTHER GRIDS
1	A1	60'	-	60'	TLC-LED-900	3/3*	3	3
1	A3	60'	-	60'	TLC-LED-900	3	3	0
1	B1	60'	-	19'	TLC-BT-575	1/1*	1	1
				60'	TLC-LED-1200	5/5*	5	5
1	B3	60'	-	15.5'	TLC-BT-575	1	1	0
				60'	TLC-LED-1200	5	5	0
2	C3-C4	60'	-	15.5'	TLC-BT-575	2	2	0
				60'	TLC-LED-900	4	4	0
6	TOTALS					39	30	9

* This structure utilizes a back-to-back mounting configuration



Pole location(s) + dimensions are relative to 0,0 reference point(s)

Brainerd Memorial Park Softball Fields 1 And 2
Brainerd,MN

GRID SUMMARY

Name:	Softball 2
Size:	290'/290'/290' - basepath 90'
Spacing:	30.0' x 30.0'
Height:	3.0' above grade

ILLUMINATION SUMMARY

MAINTAINED HORIZONTAL FOOTCANDLES		
	Infield	Outfield
Guaranteed Average:	30	20
Scan Average:	33.67	24.82
Maximum:	45	42
Minimum:	22	17
Avg / Min:	1.55	1.42
Guaranteed Max / Min:	2.5	3
Max / Min:	2.09	2.39
UG (adjacent pts):	1.43	1.66
CU:	0.73	
No. of Points:	25	63

LUMINAIRE INFORMATION

Applied Circuits:	B
No. of Luminaires:	30
Total Load:	27.61 kW

Guaranteed Performance: The ILLUMINATION described above is guaranteed per your Musco Warranty document and includes a 0.95 dirt depreciation factor.

Field Measurements: Individual field measurements may vary from computer-calculated predictions and should be taken in accordance with IESNA RP-6-15.

Electrical System Requirements: Refer to Amperage Draw Chart and/or the "Musco Control System Summary" for electrical sizing.

Installation Requirements: Results assume ± 3% nominal voltage at line side of the driver and structures located within 3 feet (1m) of design locations.



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ILLUMINATION SUMMARY



Brainerd Memorial Park Softball Fields 1 And 2
Brainerd,MN

EQUIPMENT LAYOUT

INCLUDES:

- Softball 1
- Softball 2

Electrical System Requirements: Refer to Amperage Draw Chart and/or the "Musco Control System Summary" for electrical sizing.

Installation Requirements: Results assume ± 3% nominal voltage at line side of the driver and structures located within 3 feet (1m) of design locations.

EQUIPMENT LIST FOR AREAS SHOWN

Pole				Luminaires		
QTY	LOCATION	SIZE	GRADE ELEVATION	MOUNTING HEIGHT	LUMINAIRE TYPE	QTY / POLE
1	A1	60'	-	60'	TLC-LED-900	3/3*
2	A2-A3	60'	-	60'	TLC-LED-900	3
1	B1	60'	-	19'	TLC-BT-575	1/1*
				60'	TLC-LED-1200	5/5*
2	B2-B3	60'	-	15.5'	TLC-BT-575	1
				60'	TLC-LED-1200	5
4	C1-C4	60'	-	15.5'	TLC-BT-575	2
				60'	TLC-LED-900	4
10	TOTALS					60

* This structure utilizes a back-to-back mounting configuration

SINGLE LUMINAIRE AMPERAGE DRAW CHART

Ballast Specifications (.90 min power factor)	Line Amperage Per Luminaire (max draw)						
Single Phase Voltage	208 (60)	220 (60)	240 (60)	277 (60)	347 (60)	380 (60)	480 (60)
TLC-LED-1200	7.0	6.6	6.1	5.2	4.2	4.0	3.0
TLC-BT-575	3.4	3.2	2.9	2.5	2.0	1.8	1.5
TLC-LED-900	5.3	5.0	4.6	4.0	3.2	2.9	2.3



ENGINEERED DESIGN By: ZMorris · File #221601A · 16-Aug-22

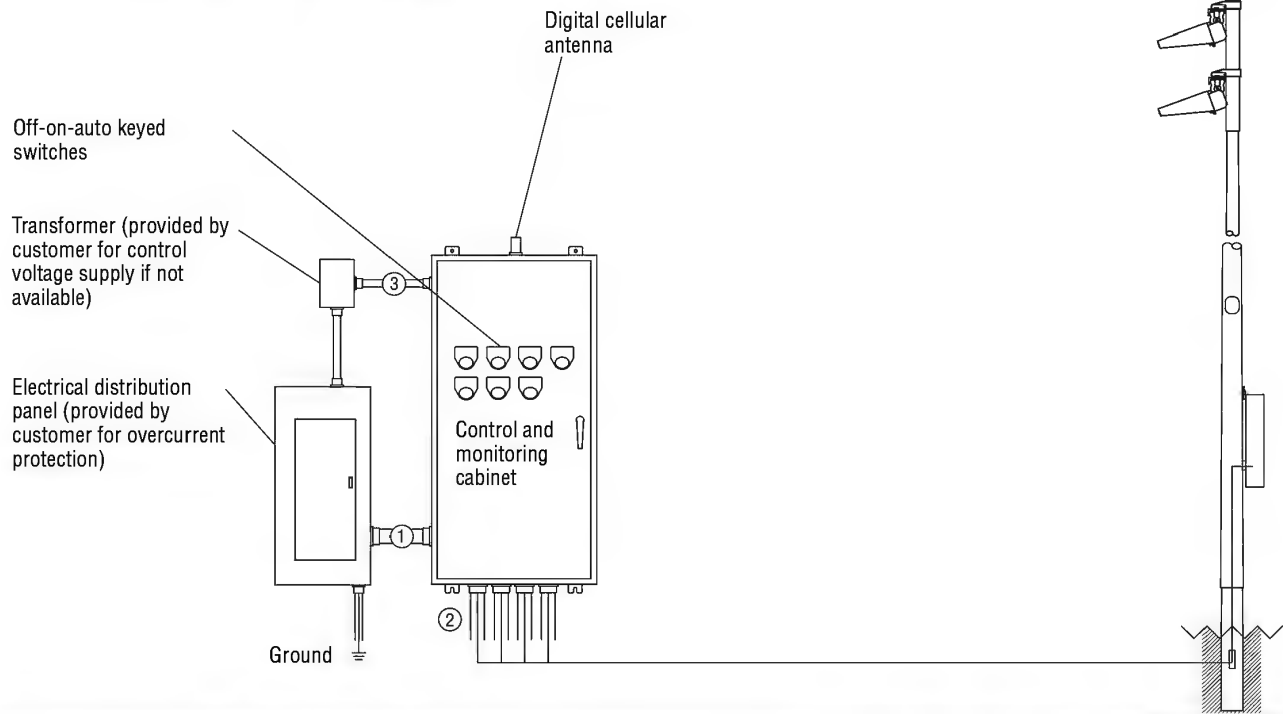
Pole location(s) + dimensions are relative to 0,0 reference point(s) ⊗



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Control•Link® Control and Monitoring System



Conduit ID	Description	# of Wires	Wire (AWG)	Conduit (in)	Max. Wire Length (ft)	MUSCO Supplied	Notes
1	Line power to contactors, and equipment grounding conductor	*A	*B	*C	N/A	No	A-E
2	Load power to lighting circuits, and equipment grounding conductor	*A	*B	*C	N/A	No	A-E
3	Control power (dedicated, 20A)	3	12	*C	N/A	No	C,E

* Notes:

- A. See voltage and phasing per the notes on cover page.
- B. Calculate per load and voltage drop.
- C. All conduit diameters should be per code unless otherwise specified to allow for connector size.
- D. Equipment grounding conductor and any splices must be insulated.
- E. Refer to control and monitoring system installation instructions for more details on equipment information and the installation requirements.

IMPORTANT: Control wires (3) must be in separate conduit from line and load power wires (1, 2).

R60-100-00_B



Control System Summary

Brainerd Memorial Park Softball Fields 1 And 2 / 221601 - 221601A
Service #1 - Page 3 of 4

SWITCHING SCHEDULE

Field/Zone Description	Zones
Softball 1	1
Softball 2	2

CONTROL POWER CONSUMPTION	
120V Single Phase	
VA loading of Musco Supplied Equipment	INRUSH: 2940.0
	SEALED: 312.0

CIRCUIT SUMMARY BY ZONE

POLE	CIRCUIT DESCRIPTION	# OF FIXTURES	# OF DRIVERS	*FULL LOAD AMPS	CONTACTOR SIZE (AMPS)	CONTACTOR ID	ZONE
A1	Softball 1	3	3	13.7	30	C1	1
A2	Softball 1	3	3	13.7	30	C2	1
B1	Softball 1	6	6	33.2	60	C3	1
B2	Softball 1	6	6	33.2	60	C4	1
C1	Softball 1	6	6	24.1	30	C5	1
C2	Softball 1	6	6	24.1	30	C6	1
A1	Softball 2	3	3	13.7	30	C7	2
A3	Softball 2	3	3	13.7	30	C8	2
B1	Softball 2	6	6	33.2	60	C9	2
B3	Softball 2	6	6	33.2	60	C10	2
C3	Softball 2	6	6	24.1	30	C11	2
C4	Softball 2	6	6	24.1	30	C12	2

*Full Load Amps based on amps per driver.



Control System Summary

Brainerd Memorial Park Softball Fields 1 And 2 / 221601 - 221601A
Service #1 - Page 4 of 4

PANEL SUMMARY						
CABINET #	CONTROL MODULE LOCATION	CONTACTOR ID	CIRCUIT DESCRIPTION	FULL LOAD AMPS	DISTRIBUTION PANEL ID (BY OTHERS)	CIRCUIT BREAKER POSITION (BY OTHERS)
1	1	C1	Pole A1	13.74		
1	1	C2	Pole A2	13.74		
1	1	C3	Pole B1	33.15		
1	1	C4	Pole B2	33.15		
1	1	C5	Pole C1	24.12		
1	1	C6	Pole C2	24.12		
1	1	C7	Pole A1	13.74		
1	1	C8	Pole A3	13.74		
1	1	C9	Pole B1	33.15		
1	1	C10	Pole B3	33.15		
1	1	C11	Pole C3	24.12		
1	1	C12	Pole C4	24.12		

ZONE SCHEDULE				
ZONE	SELECTOR SWITCH	ZONE DESCRIPTION	CIRCUIT DESCRIPTION	
			POLE ID	CONTACTOR ID
Zone 1	1	Softball 1	A1	C1
			A2	C2
			B1	C3
			B2	C4
			C1	C5
			C2	C6
Zone 2	2	Softball 2	A1	C7
			A3	C8
			B1	C9
			B3	C10
			C3	C11
			C4	C12



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:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

MEMO



TO: Park Board

FROM: James Kramvik, Community Development Director

DATE: December 20, 2022

RE: Workgroup Member Selection for Color Temperature Lighting Policy

The Planning Commission directed staff to review example ordinances from other cities regarding light temperature standards that have been adopted in their respective zoning codes. At the November 16th, 2022 Planning Commission Meeting, staff presented a lighting ordinance from the City of Greenfield, MN which restricted lights to a maximum color temperature of 3,000 Kelvins. Three thousand Kelvin appears bright yellow, often called warm white or soft white.

The City of Greenfield followed the guidance of the International Dark-Sky Associations which states that LED blue light brightens the night sky more than any other color of light, it's important to minimize the amount emitted. Exposure to blue light at night has also been shown to harm human health and endanger wildlife. The IDA recommends using lighting that has a color temperature of no more than 3,000 Kelvins.

The Planning Commission would like to further review instituting a lighting ordinance regarding color temperature in the City of Brainerd Zoning Code. In addition to potential code language, the Planning Commission tasked staff to attend the Park Board meeting and the BPU Commission meeting to discuss creating a city-wide policy regarding color temperature standards in lighting. In order to institute a city-wide policy, there must be agreement from the Planning Commission, Park Board, BPU Commission, and City Council. There was interest in all meetings in potentially forming a city-wide color temperature lighting standard policy. Staff is proposing the formation of a work group that is made up of city staff and one member from each board or commission. In addition to reviewing the City of Greenfield's lighting policy, staff will present alternative options and potential code language. The recommendations from the work group would then be brought back to each board and commission for approval and then presented to City Council as an agenda request.

Staff Recommendation

Staff recommends the Park Board appoint one member to the work group with a meeting date TBD.



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

	Action Requested:
INFORMATION ONLY	Direction Requested
ACTION REQUESTED	Discussion Item

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

SPECIES	Count
	6
Ash Tree	14
Basswood	13
Birch (Paper)	11
Butternut	1
Elm Tree	23
Flowering Crabapple	10
Hackberry	1
Maple (Boxelder)	4
Maple (Red)	3
Maple (Silver)	11
Maple (Sugar)	9
Oak (Red)	34
Oak (White)	75
Pine (Jack)	10
Pine (Red)	94
Pine (Scotch)	7
Pine (White)	1
Spruce (Colorado)	2
Spruce (White)	18
	347

Count was taken prior to tree loss from storms



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

	Action Requested:
INFORMATION ONLY	Direction Requested
ACTION REQUESTED	Discussion Item

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

	Action Requested:
INFORMATION ONLY	Direction Requested
ACTION REQUESTED	Discussion Item

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)



OPTION 1 - OH LINE \$921.83
OPTION 2 - UG LINE \$4672.40
(DIRECTIONAL DRILL)

OPTION 1 - OH LINE \$933.50
OPTION 2 - UG LINE \$5332.00
(DIRECTIONAL DRILL)

OPTION 1 - OH LINE \$927.30
OPTION 2 - UG LINE \$4874.00
(DIRECTIONAL DRILL)

BRainerd PUBLIC UTILITIES ELECTRIC MAP

0 20 40 80 Feet

Date: 12/14/2022

This map is intended for reference purposes only and is not a legally recorded map nor survey. Brainerd Public Utilities shall not be liable for any damages or claims that arise due to accuracy, availability, use, or misuse of the information herein pursuant to MN Statutes 466.03 Subd 21.





Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

	Action Requested:
INFORMATION ONLY	Direction Requested
ACTION REQUESTED	Discussion Item

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

Brainerd Parks and Recreation Mississippi Landing Trailhead Park Rental Policy and Procedures

Thank you for your interest in organizing a special event in Brainerd. The City is home to numerous cultural, community, and recreational events. These events are integral to our sense of community, and they play an important economic role by increasing tourism, generating downtown foot traffic, and fostering a festive atmosphere within the City. We look forward to working with you to help make your event a success.

Amphitheater Rental:

Reservation requests will be accepted online, beginning the first business day in January each calendar year. Individuals and groups may request exclusive use of city facilities. Rental fees will apply. ***Routine requests will be approved by staff.***

Requests for larger special events:

Requests or events involving amplified sound, special considerations, outside vendors, exceptions to city ordinances or department policies, involve safety concerns, or that exceed standard capacities will require Park Board approval. The Park Board meets the fourth Tuesday of each month, so event organizers need to plan accordingly. **Event planners are encouraged to submit their applications as early as possible.**

All special events and festivals that require significant logistics planning between City departments or are requesting a street closure must submit this application at least thirty (30) days prior to the event. City Council must approve all street closure requests, and additional licenses and permits may also be required.

Upon approval, a use permit will be sent to the requestor. Rental fees must be paid at time of reservation. The City of Brainerd reserves the right to cancel any reservation. Staff may attempt to contact the customer to confirm the reservation if necessary.

Cancellation of a reservation will be subject to an Administrative Fee as shown in the Parks and Recreation Fee Schedule.

Park Rules:

- ABSOLUTELY NO PARKING ON ANY GRASS
- A-frame (sandwich board) signs may be rented from the City for use at your event. Due to the irrigation system throughout the park, no posts are allowed in the ground. No hanging signs on any facilities. Any supplemental signage or banners must be placed on temporary posts or hangers (i.e. skid-mounted).
- The park will follow the City Code requirements with no exceptions on all amplified sound, making sure all noise concludes by 10:00 pm. Any event with amplified sound will require Park Board approval.
- Liability insurance may be required for larger events.
- Should you need to set up for an event the day before, you would be required to pay for the additional day. Overnight storage is at your own risk. **NO OVERNIGHT CAMPING ALLOWED.**
- All trash generated by your group must be picked up and disposed of properly in the receptacles provided.
- No glass containers are allowed at City of Brainerd parks and the sale and/or consumption of liquor or strong beer is prohibited. An application to serve 3.2 keg beer may be completed with the Parks and Recreation office and must be approved by the City Engineer/Public Works Director as required by City Ordinance #815. Beer permits will not be issued where youth activities are scheduled. Small canopies up to 12' X 12' are allowed; large tent canopies are not.



Amphitheatre Reservation Application

Brainerd, Minnesota

PART I: GENERAL INFORMATION

Name of the event: _____

Date(s) and Hours of the event: _____

Event Recurrence: ☐ One-Time ☐ Monthly ☐ Annual

Estimated number of attendees: _____

Organizer Information

Organizer's Name (Please print): _____

Organizer's address: _____

Event contact person: _____

Event contact daytime phone number: (h) _____ (w) _____ (c) _____

Event contact person e-mail address: _____

Contact name and phone number to be used on the day of the event:

(h) _____ (w) _____ (c) _____

Organization Type: ☐ Profit ☐ Non-profit (type): _____

Applicant Information, if different from the event organizer:

Applicant name (Please print): _____

Applicant address: _____

Applicant's telephone number (h) _____ (w) _____ (c) _____

Event contact e-mail address: _____

Description of Activities

Brief description of the activities planned during the event: _____

Site Information

Electrical usage? Yes ☒ No ☒

Describe the type of equipment to be used: _____

Amplified sound? Yes ☒ No ☒

The park will follow the City Code requirements with no exceptions on all amplified sound, making sure all noise concludes by 10:00 p.m.

Description of any recording and sound amplification equipment to be used in your event and the times:

Additional Restrooms provided? Yes ☒ No ☒ How many? _____

A ratio of 1 restroom for every 100-150 people is recommended.

Company contracted for restrooms: _____

Sign, banners, and posters/flyers? Yes ☒ No ☒

A-frame (sandwich) boards may be rented from the City for use. No signs/banners may be mounted to facilities and no posts are allowed in the ground due to irrigation lines. Any supplemental signage or banners must be placed on temporary posts or hangers (i.e. skid-mounted).

Locations and descriptions: _____

Trash Disposal?

Yes ☐ No ☐

Company contracted for trash disposal: _____

Concessions/Food Truck?

Yes ☐ No ☐

Concessions company name and products served: _____

Will Admission Tickets be Sold?

Yes ☐ No ☐

Overnight Storage Required?

Yes ☐ No ☐

If set up is needed for an event the day before, it is required to pay for the additional day. Overnight storage is at your own risk. NO OVERNIGHT CAMPING ALLOWED.

Street Closure Requested?

Yes ☐ No ☐

An additional Event/Street Closure Request application will be required to be submitted and approved by City Council.

Event Layout and Street Site Map

Yes ☐ No ☐

Please provide a layout of the event showing booths, staging, amusements, food, etc. and also provide a street map or park map showing the borders of the event.

Additional Special Considerations?

Yes ☐ No ☐

If yes, please describe: _____

Permit, License, or Checklist	Yes	Pending	N/A	Contact (See contact information below)
Fire/EMS/Police support				Check yes to request emergency support. The appropriate level of fire, EMS, and police support will be determined by the City based on crowd size and the type of event. Fees may be discussed with the sponsor.
Food and vendor licenses				All vendors must apply for a temporary license through the Commissioner of Revenue's Office. Food vendors are required to collect and report meals tax.
Health Department permit				All food vendors must apply for a temporary food permit through the Minnesota Health Department (MDH).
Insurance certificate				May be required before issuing a permit.
Street closure				Must be approved by City Council after submission of the special events application. Contact the City Engineering Department for information/procedure. Closure of a State highway must be approved by MNDOT prior to City Council review.
Alcohol Use Permit				Must be approved by City Council after submission of the special events application. Contact the City Administrator's Office for information/procedure.

Contact Information:

Administrator's Office:	(218) 828-2307 E-MAIL administrator@ci.brainerd.mn.us
Engineering Department:	(218) 828-2309 E-MAIL engineering@ci.brainerd.mn.us
Parks and Rec. Department:	(218) 828-2320 E-MAIL parks@ci.brainerd.mn.us
Police Department:	(218) 829-2805 E-MAIL police@ci.brainerd.mn.us
Fire Department:	(218) 828-2312 E-MAIL fire@ci.brainerd.mn.us
MN Department of Health	(320) 223-7300 E-Mail www.health.state.mn.us

PART IV: HOLD HARMLESS AGREEMENT AND INSURANCE INFORMATION

The applicant covenants to save, defend, hold harmless, and indemnify the City of Brainerd and all of its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the applicant's event herein described.

The City, in its discretion, may require the Applicant to obtain liability insurance for any special event. If liability insurance is required, the following requirements apply:

- a. Minimum of \$1,000,000 in commercial general liability insurance.
- b. Applicant's insurance shall be primary.
- c. Insurance shall cover liability for injury death and property damage including coverage for alcohol related claims, if alcohol will be served.
- d. The insurance policy must be issued by an insurance company licensed to do business in Minnesota acceptable to the City.
- e. The City must be named as an "Additional Insured" on the policy.
- f. At least ten (10) days prior to the event, the applicant must give to the City a Certificate of Insurance showing the required coverage.

PART V: SIGNATURE OF EVENT APPLICANT

I attest that the above information is true and accurate and I have signed this application on behalf of the Applicant. I certify under penalties of perjury that I am authorized to execute contracts and other instruments and legally bind the Applicant.

Signature of the Event Applicant

Date submitted to the City

PRINT NAME



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:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

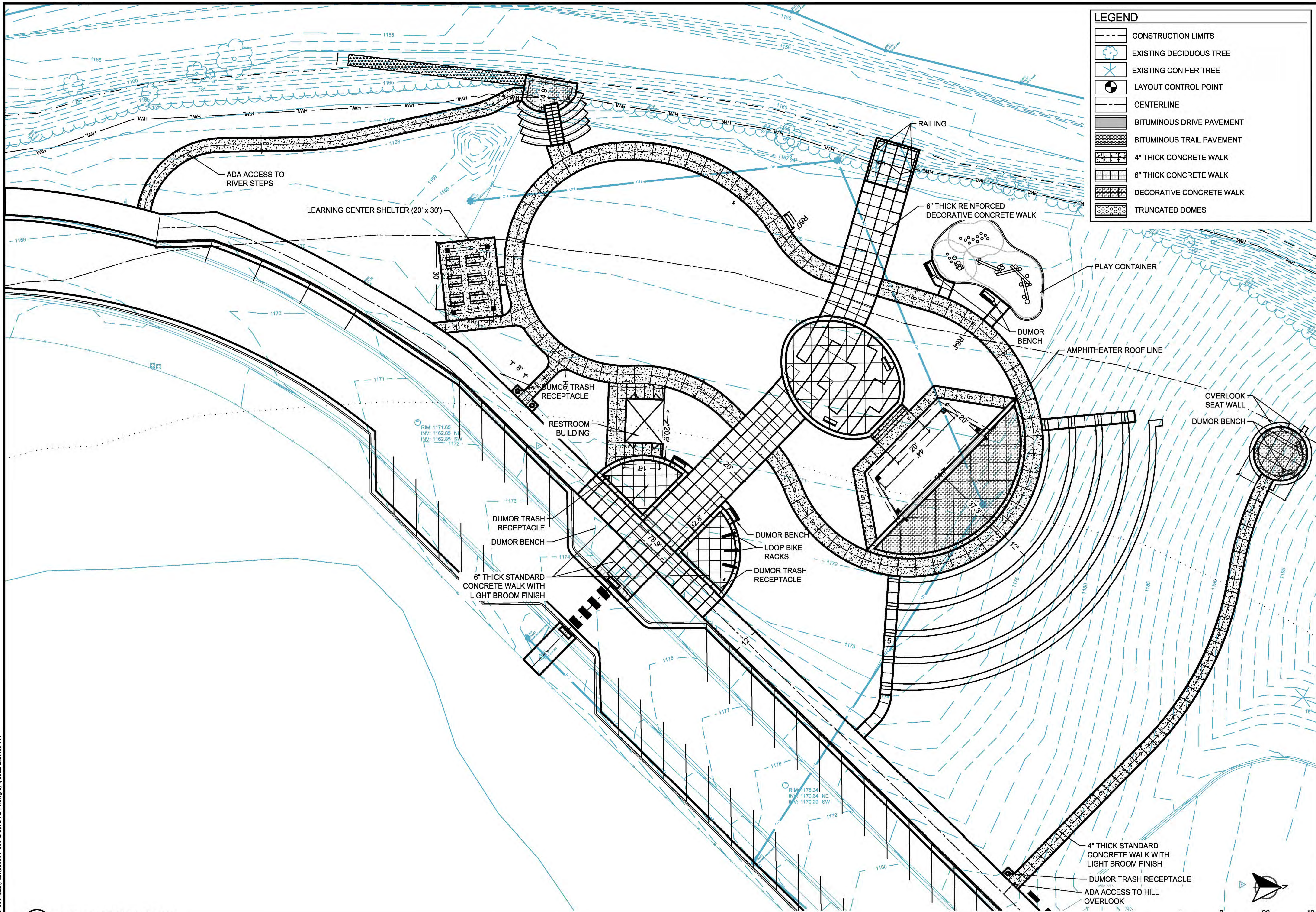
Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

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LEGEND

- CONSTRUCTION LIMITS
- 🌳 EXISTING DECIDUOUS TREE
- 🌲 EXISTING CONIFER TREE
- ⊙ LAYOUT CONTROL POINT
- CENTERLINE
- ▨ BITUMINOUS DRIVE PAVEMENT
- ▨ BITUMINOUS TRAIL PAVEMENT
- ▨ 4" THICK CONCRETE WALK
- ▨ 6" THICK CONCRETE WALK
- ▨ DECORATIVE CONCRETE WALK
- ⬤ TRUNCATED DOMES

SCALE: AS SHOWN
PLAN BY: SDF

DESIGN BY: RAS
CHECK BY: RAS

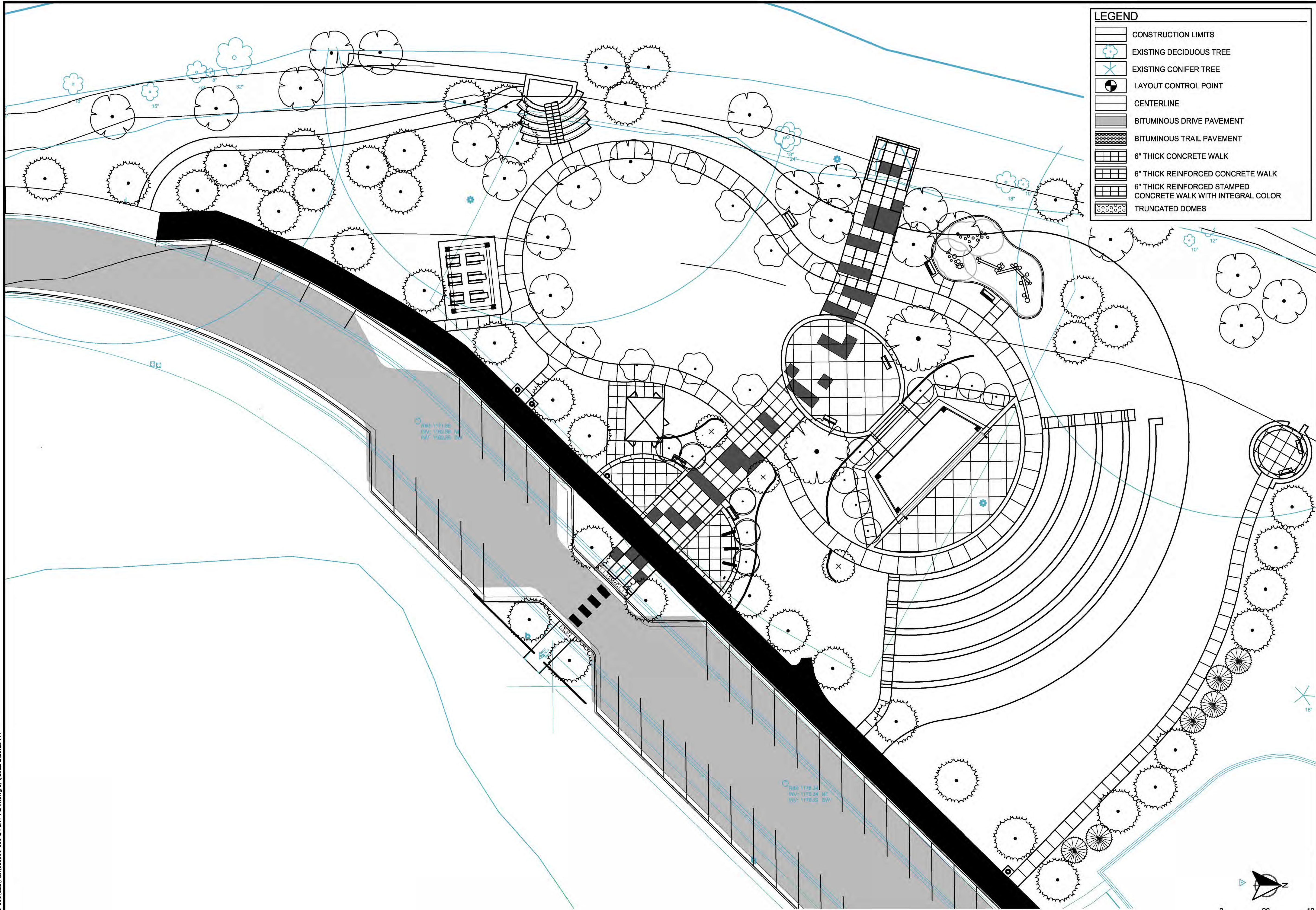
REVISIONS	
NO.	DESCRIPTION

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: _____ LIC. NO: 44337

MISSISSIPPI LANDING TRAILHEAD PROJECT
CITY OF BRAINER

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LEGEND	
	CONSTRUCTION LIMITS
	EXISTING DECIDUOUS TREE
	EXISTING CONIFER TREE
	LAYOUT CONTROL POINT
	CENTERLINE
	BITUMINOUS DRIVE PAVEMENT
	BITUMINOUS TRAIL PAVEMENT
	6" THICK CONCRETE WALK
	6" THICK REINFORCED CONCRETE WALK
	6" THICK REINFORCED STAMPED CONCRETE WALK WITH INTEGRAL COLOR
	TRUNCATED DOMES

SCALE:
AS SHOWN
PLAN BY:
SDF

DESIGN BY:
RAS
CHECK BY:
RAS

REVISIONS	
NO.	DESCRIPTION

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: _____ LIC. NO.: 44337

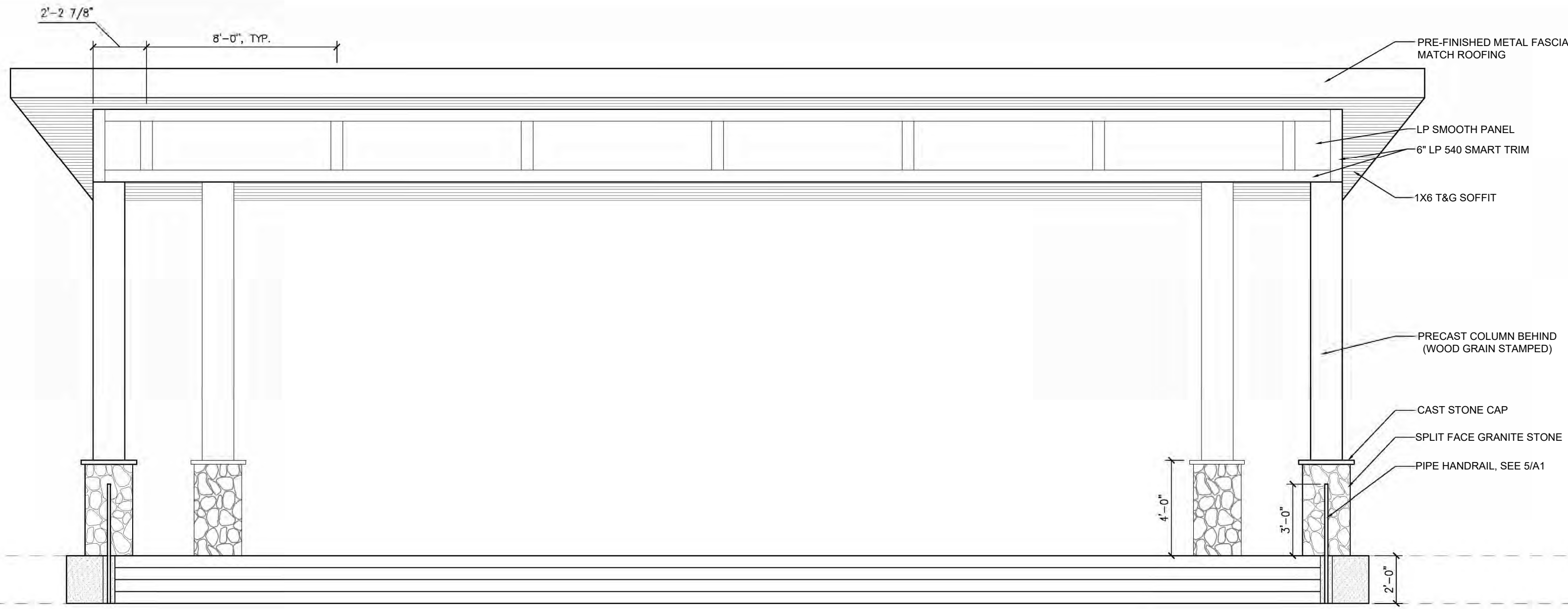
LANDSCAPE
ENLARGEMENT
PLANS

MISSISSIPPI LANDING TRAILHEAD PROJECT
CITY OF BRAINER

CLIENT PROJECT NO.

WSB PROJECT NO.
018999-000

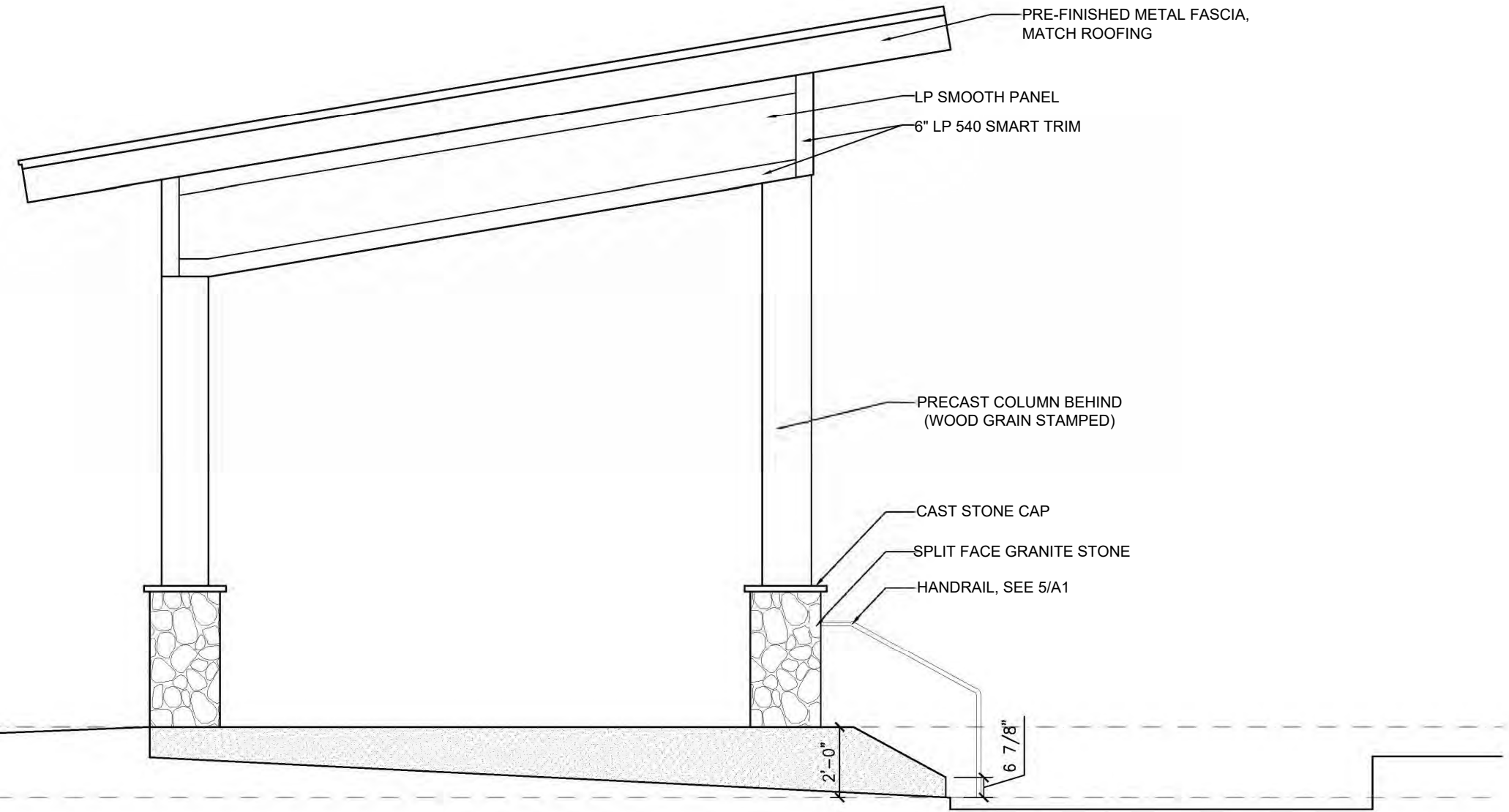
SHEET
L5.1



1

NORTHEAST ELEVATION

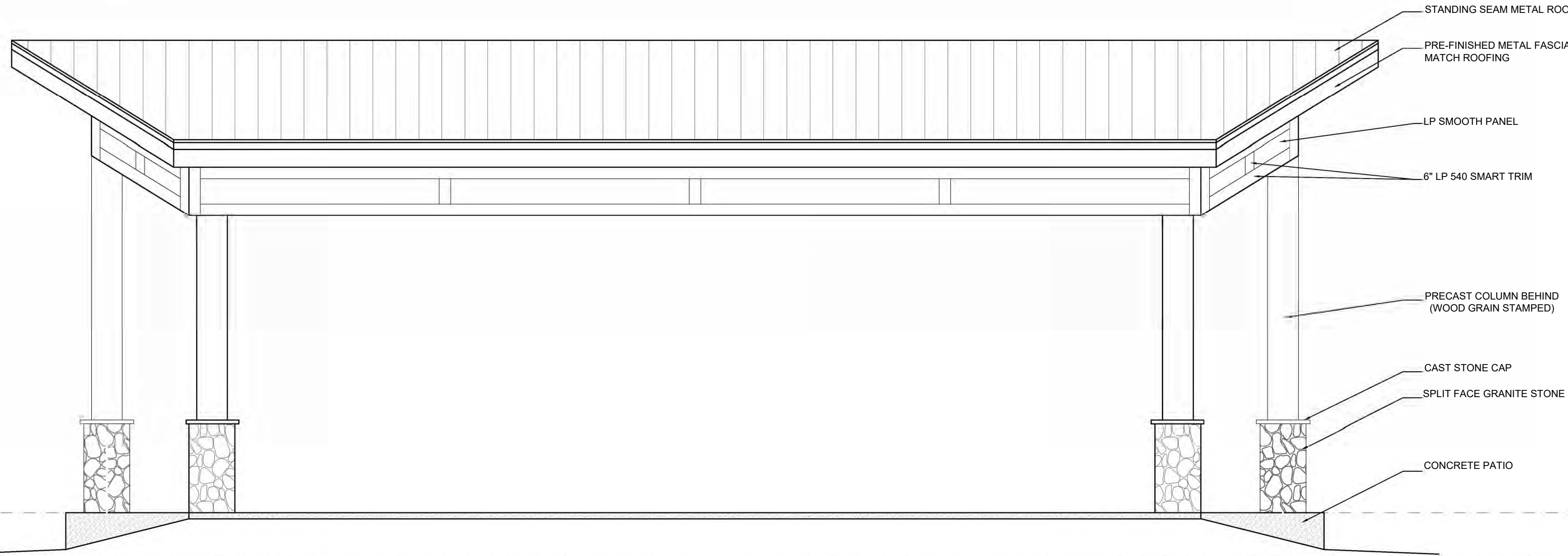
1/4" = 1'-0" ON 24 X 36 PAPER



2

SOUTHEAST ELEVATION

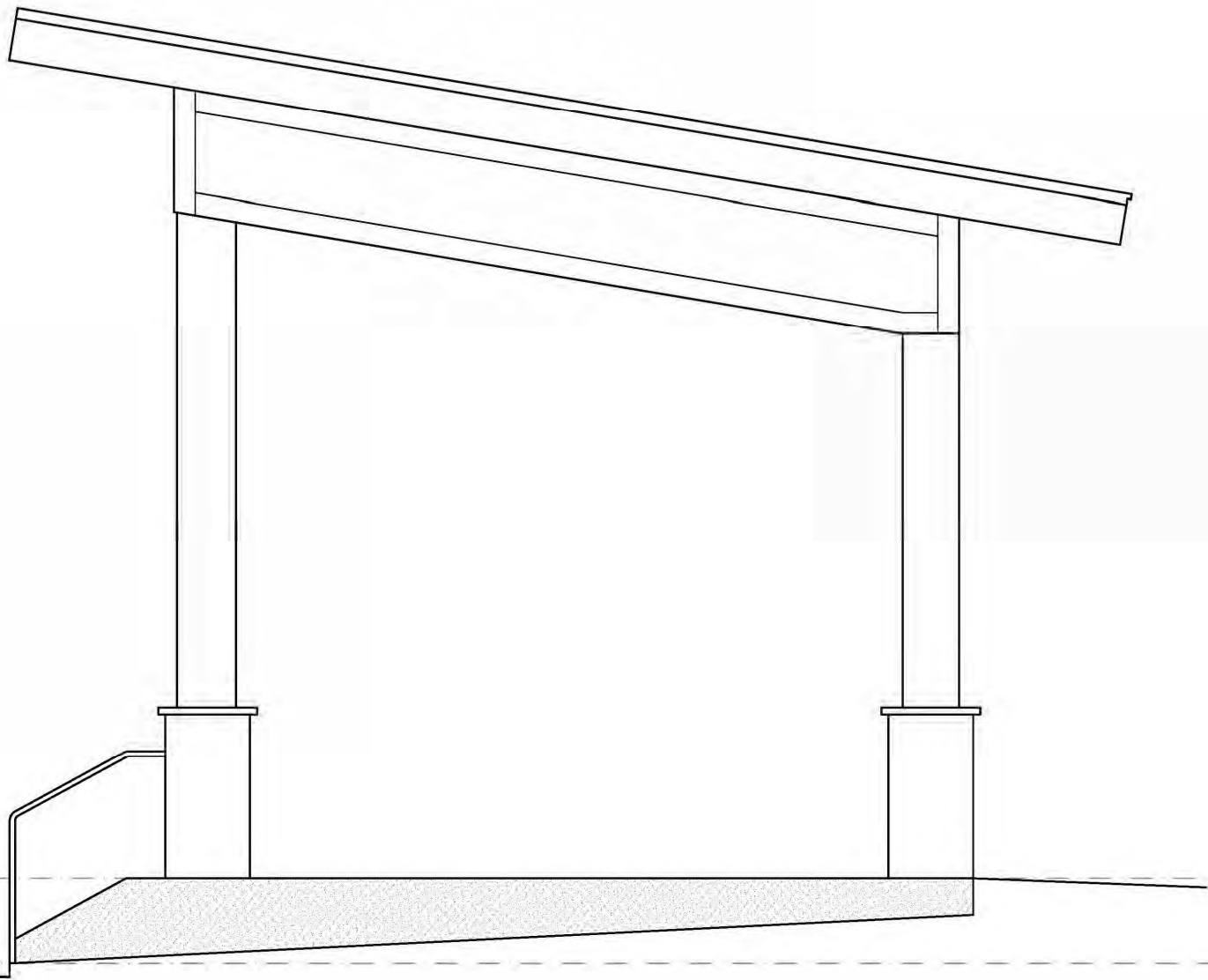
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3

SOUTHWEST ELEVATION

1/4" = 1'-0" ON 24 X 36 PAPER

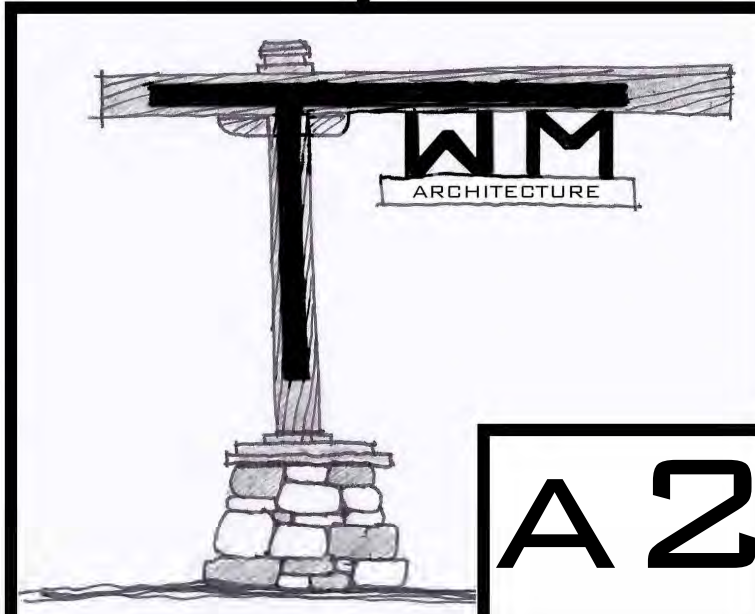


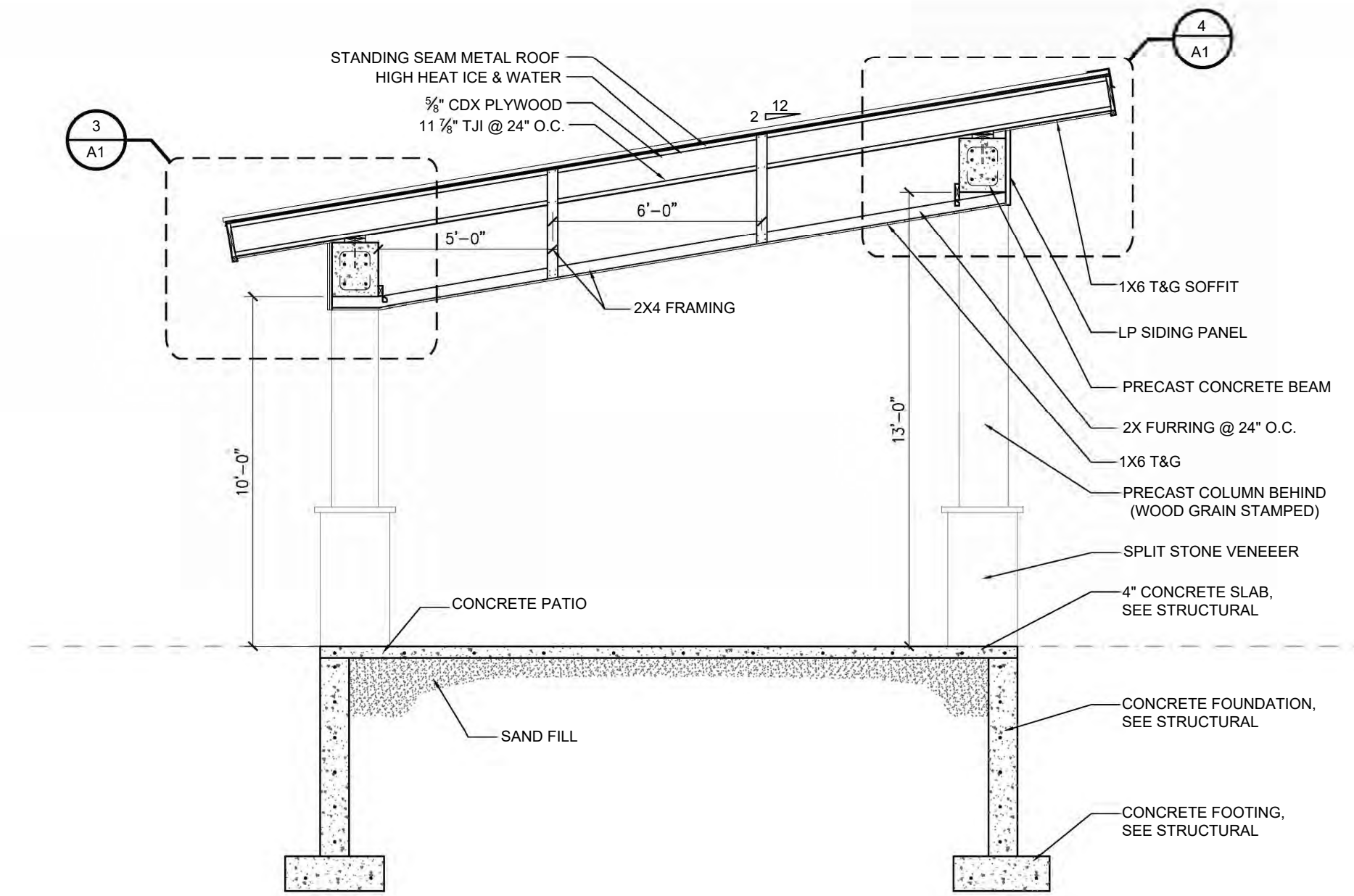
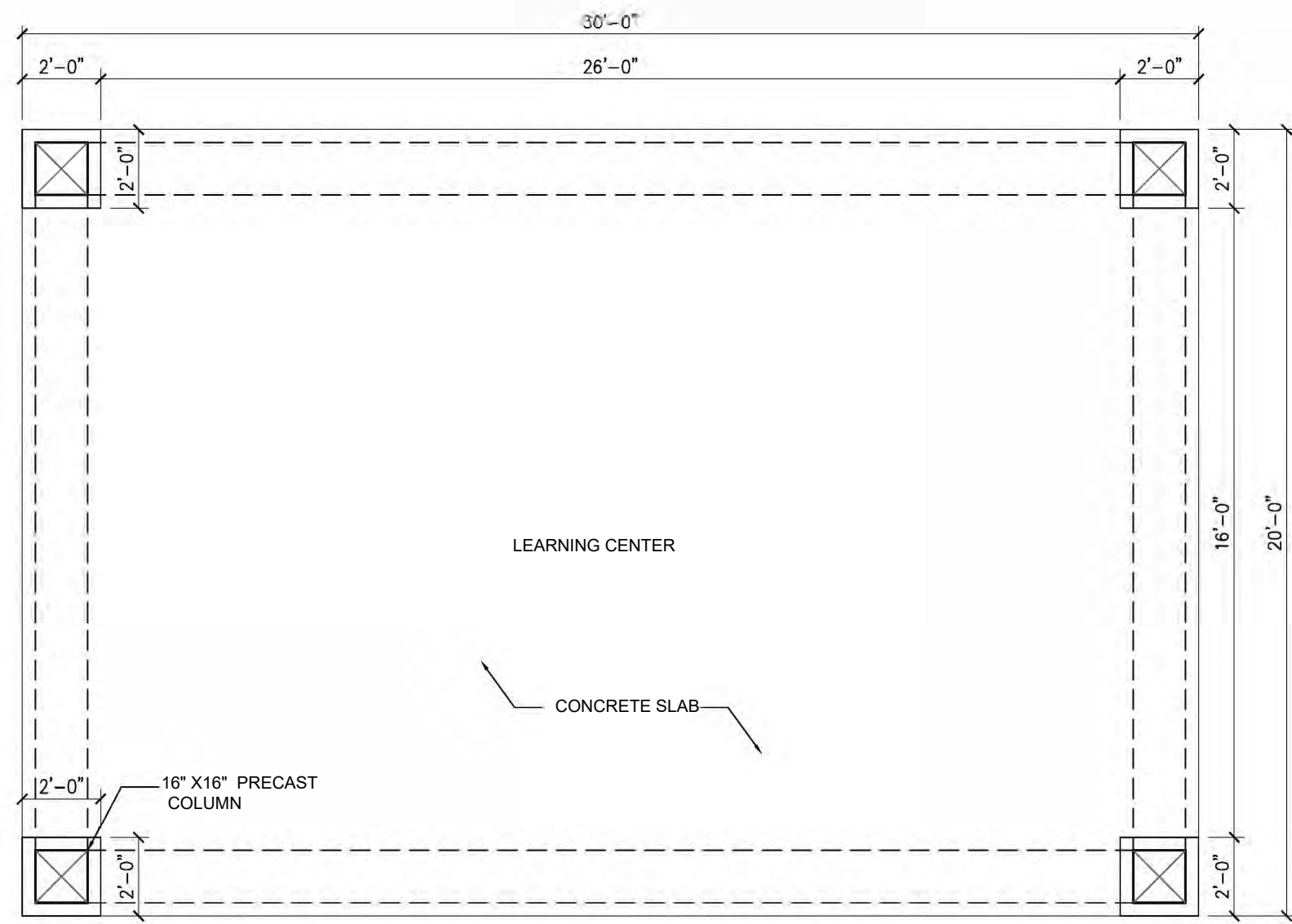
4

NORTHWEST ELEVATION

1/4" = 1'-0" ON 24 X 36 PAPER

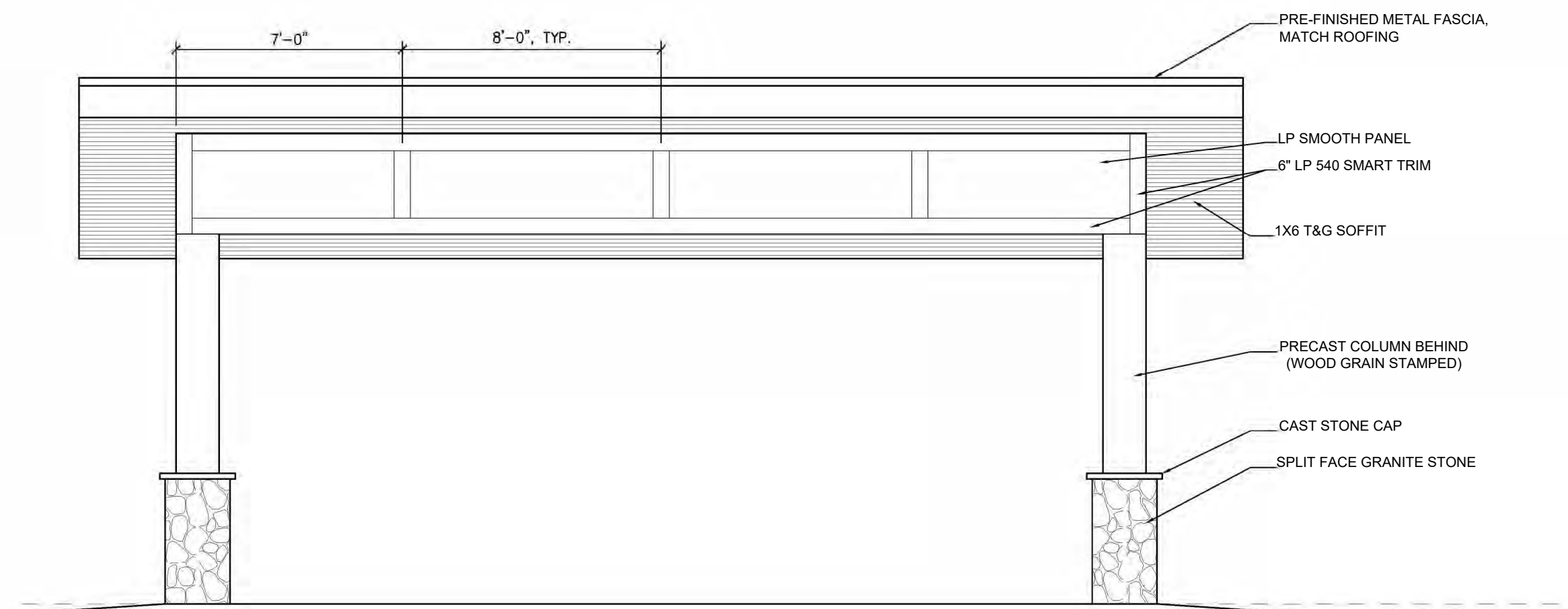
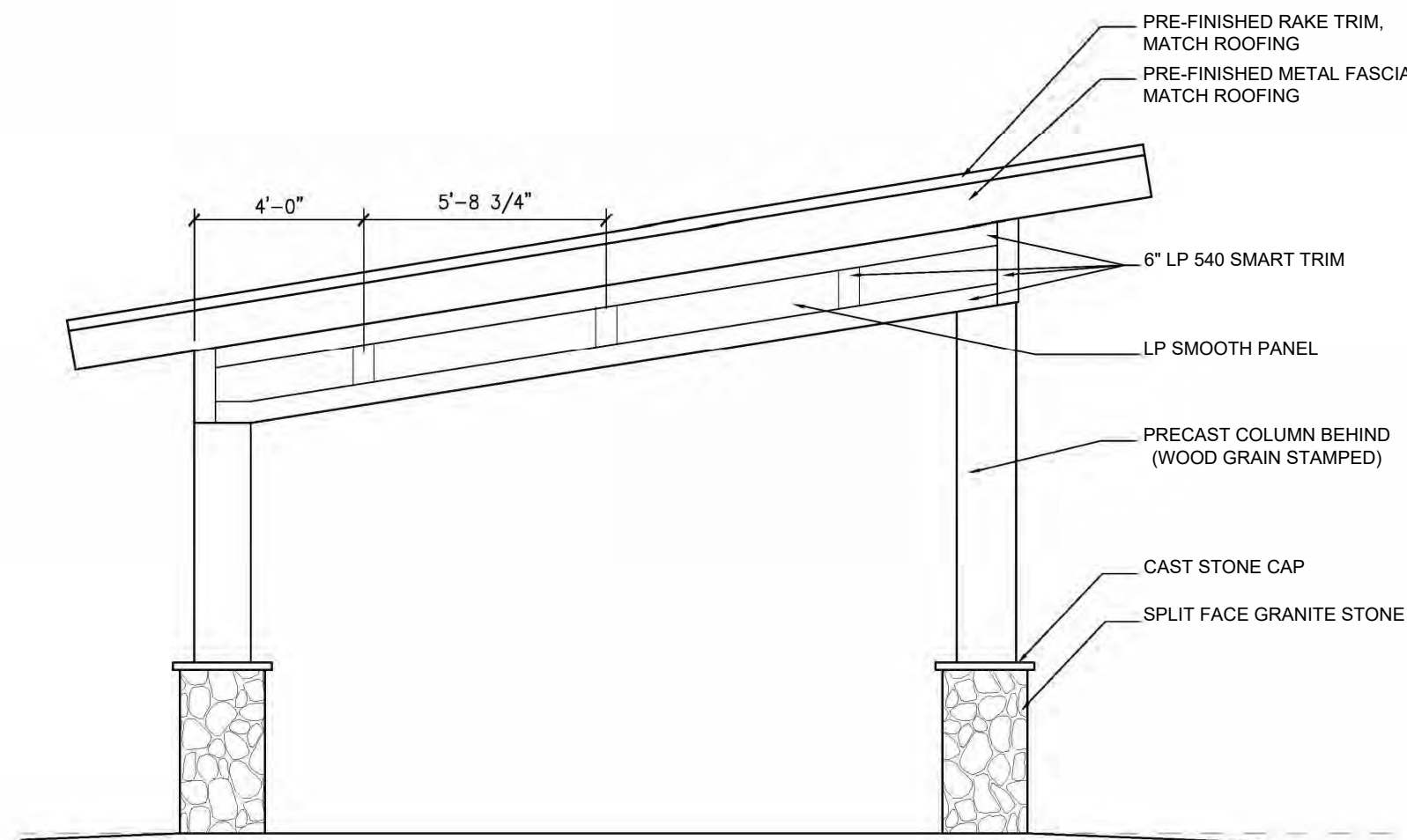
PRELIMINARY ONLY
NOT FOR CONSTRUCTION





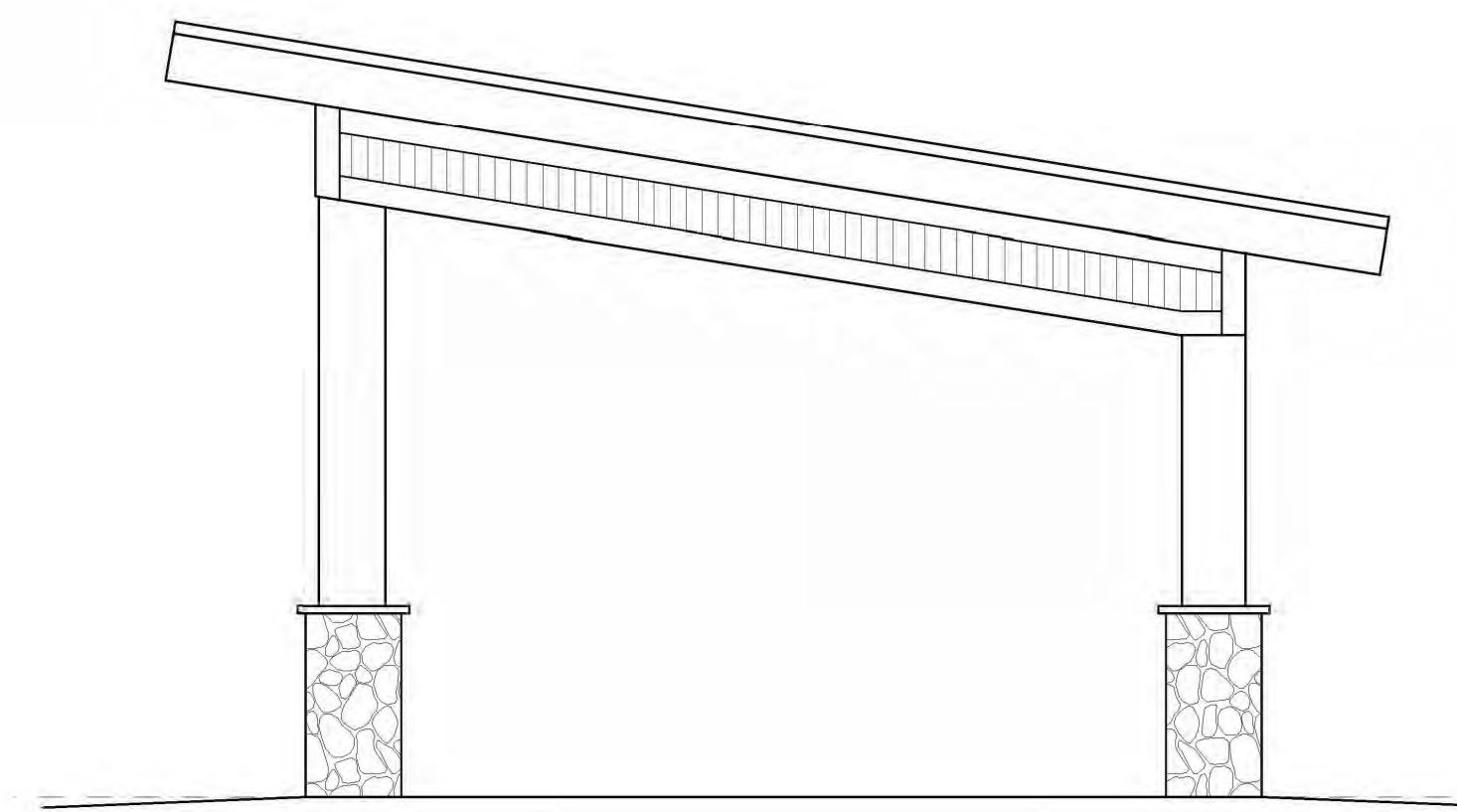
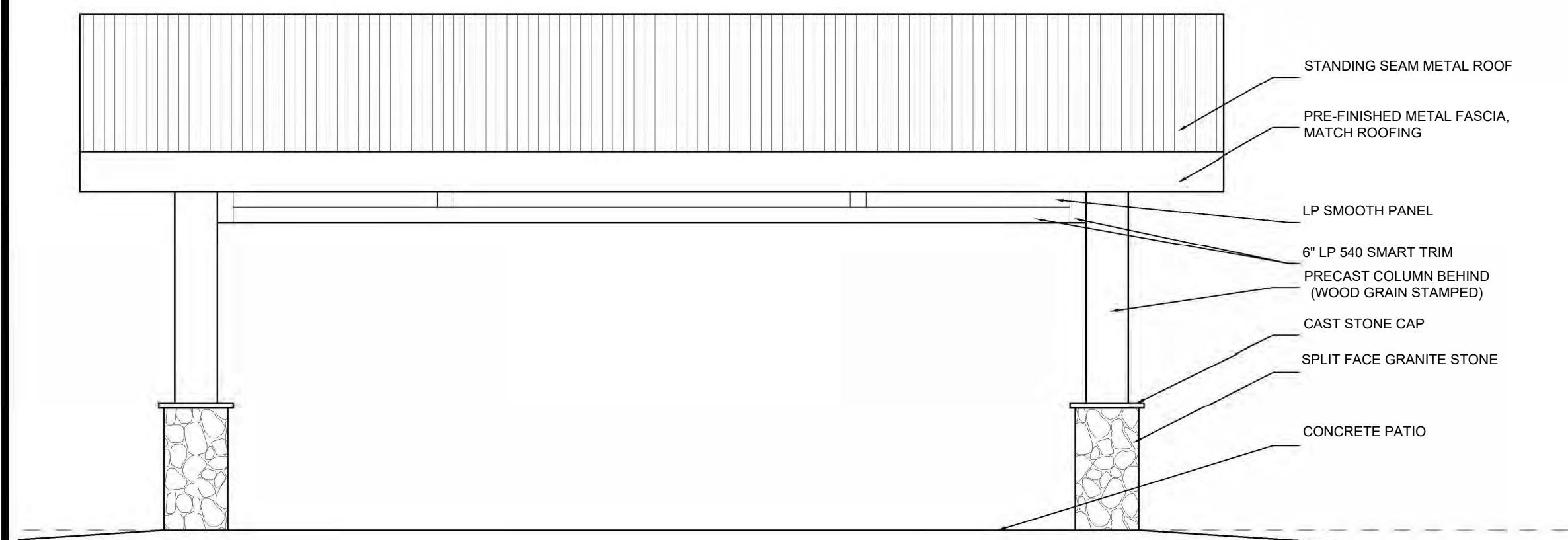
1 LEARNING CENTER FLOOR PLAN
1/4" = 1'-0" ON 24 X 36 PAPER

2 SECTION
1/4" = 1'-0" ON 24 X 36 PAPER



4 SIDE ELEVATION
1/4" = 1'-0" ON 24 X 36 PAPER

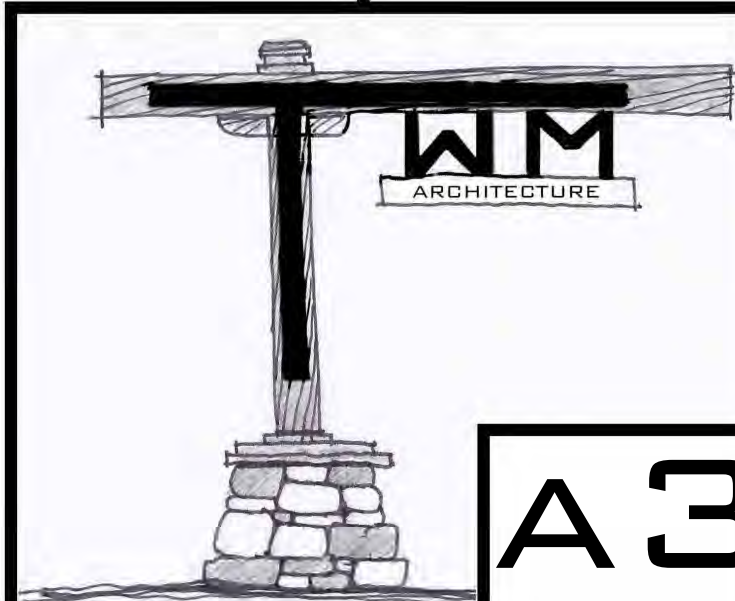
3 FRONT ELEVATION
1/4" = 1'-0" ON 24 X 36 PAPER



5 REAR ELEVATION
1/4" = 1'-0" ON 24 X 36 PAPER

6 SIDE ELEVATION
1/4" = 1'-0" ON 24 X 36 PAPER

PRELIMINARY ONLY
NOT FOR CONSTRUCTION



A3

2-28-22

wsb

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 ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

LIC. # 45743

TRAVIS MILLER DATE:

MISSISSIPPI LANDING
TRAILHEAD PARK
AMPHITHEATER STUDY
BRainerd, MN

Narrative

Project Summary: The Mississippi Landing Trailhead Park will help connect residents and visitors to the Mississippi River through recreation, education, and restoration; providing an accessible connection to the river for everyone.

Describe the opportunity or problem your proposal seeks to address. Include any relevant background information.

Brainerd seeks to design and construct a new park, the Mississippi Landing Trailhead (MLT) on a 3-acre, city owned parcel adjacent to the Mississippi River. Brainerd has little public land on the river. With a median income of only \$33,415, low cost recreational opportunities are needed like walking, biking, and canoeing/kayaking. There is no centralized trailhead to access the Mississippi River State Water Trail and Cuyuna Lakes & Paul Bunyan State Trails, and to draw trail visitors to downtown businesses. Brainerd's existing canoe launch is difficult to use and muddy. Brainerd lacks an outdoor community gathering space for public events & concerts. The city now holds public events in downtown parking lots. The historic Gregory Park bandstand is small and has limited grass seating space and no parking. Schools have no easy access to the river for environmental education; public information is also lacking. The underutilized park site includes only a paved city trail and an old asphalt parking lot that drains 797,000 gallons of stormwater directly into the river per year. The riverbank is becoming overrun with invasive species. Finally, in the County's recent Health Needs Assessment 65% of residents did not meet physical activity guidelines.

What is your proposed solution to the problem or opportunity discussed above? i.e. What are you seeking funding to do? You will be asked to expand on this in Activities and Milestones.

The project will remove the existing parking lot and construct:

- 1) Paved hike/bike trails, and a natural surface hiking trail: these will connect via short spurs to the two State Trails & downtown ¼ mile away and other City trails
- 2) Hillside improvements to support community performances on a natural hill, terraced seating, open turf space, and a paved promenade with electric hookups, providing a park setting with great river views and ample seating & parking for concerts, farmers markets, and community events
- 3) A canoe/kayak launch, offering a sandier, safer canoe/kayak launch with a convenient loading zone and shorter access trail
- 4) A space for outdoor education; the site is 800 ft. from the High School building & ½ mile from Central Lakes College—convenient for classes at both institutions
- 5) Two river overlooks, a trailhead kiosk, benches, restroom building, and interpretive signs
- 6) Rain gardens for stormwater filtration & riverbank habitat restoration

All facilities will meet ADA accessibility guidelines. The City will construct angled, on-street parking & an enhanced crosswalk to the high school in a separate project to be completed before the park opens (not part of this application)

What are the specific project outcomes as they relate to the public purpose of protection, conservation, preservation, and enhancement of the state's natural resources?

Trailhead and canoe/kayak launch shall pay tribute to the site history as a point of departure and arrival for the public while preserving its continued use by/for the public.

Stormwater flows shall be slowed, captured and cleansed, thereby enhancing river water quality and protecting sensitive aquatic species.

Site plantings benefit bird and insect habitat conservation in the Mississippi River flyway corridor:

- 1) Degraded shoreline forest shall be enhanced by litter removal, ecosystem restoration and erosion/slope stabilization
- 2) Vegetation richness/diversity shall increase with native tree, sedge, and forb species plantings
- 3) Pollinator friendly landscapes

Project Location

What is the best scale for describing where your work will take place?

City(s): Brainerd

What is the best scale to describe the area impacted by your work?

Region(s): Central

When will the work impact occur?

During the Project

Activities and Milestones

Activity 1: DESIGN - Landscape Architecture, & Civil Engineering

Activity Budget: \$285,124

Activity Description:

The project will include landscape architecture and engineering design for all project elements. Design will include site grading, site utilities, riverbank restoration, erosion control, bituminous trails, sidewalks, design of structures (outdoor classroom, gateway feature), site amenities (curb, gutter, nature play area, lighting, signage, trailhead elements, hillside seating, retaining walls, stormwater treatment facilities, site furnishings, and landscape plantings). A&E firm will be chosen through competitive RFP process. This consultant will lead the City of Brainerd through the design development stage; evolving the conceptual master plan provided into a final design. The selected firm will provide a public presentation, estimated costs, final plans, bidding and construction management to the project. A preliminary concept plan is attached and is the basis for advancing this project. The project non-construction cost items include design/engineering (survey, geotechnical engineering, final design and construction documents, and permitting) and construction management.

Activity Milestones:

Description	Completion Date
Request for Proposal - Select Design Consultant	August 31, 2021
Design Process - Concept & Design Development	December 31, 2021
Testing and Permitting - Complete all site testing for the site design & permitting	April 30, 2022
Construction Documentation - Develop plans, sections, details, quantities, and specifications	April 30, 2022

Activity 2: CONSTRUCTION - Site Improvements, Construction & Construction Administration

Activity Budget: \$2,564,876

Activity Description:

Construction will follow final plans and specifications developed by the A&E firm. Contractors will be solicited through the public bidding process that adheres to the City of Brainerd's policy, which adheres to state statute guidelines and requirements. Construction will include mobilization, site demolition, site clearing and grubbing, trenching, site preparation, grading, hardscape construction (backfilling, compaction, pavement, curb, gutter, sidewalks, site utilities), softscape installation (trees, shrubs, mulch), erosion control, fixtures (gateway construction, public art features, lighting), and other miscellaneous construction items. This activity will also include construction management, a service provided by the awarded consultant.

Activity Milestones:

Description	Completion Date
Bidding - Advertise for bid and award construction contractor through RFP process	June 30, 2022
Construction Completion	June 30, 2023
Project Closeout	June 30, 2024

Project Partners and Collaborators

Name	Organization	Role	Receiving Funds
Ashley Kaisershot	Sourcewell	Ashley Kaisershot serves as a consulting planner for the City of Brainerd a variety of planning and trail development initiatives. Ashley has been a part of this project since 2016 and will continue to assist in the development and oversight of the Mississippi Landing Trailhead project (through 2020).	No

Dissemination

Describe your plans for dissemination, presentation, documentation, or sharing of data, results, samples, physical collections, and other products and how they will follow ENTRF Acknowledgement Requirements and Guidelines.

AK comment: The city will create a project page for the Mississippi Landing Trailhead; a landing page highlighting the progression of the project, site development, clearly indicating the collaborative nature of the project and funding from the Environment and Natural Resources Trust Fund. The ENTRF logo will be included in this project page. On the project landing page, city staff will share the status of construction and highlight the important elements of the site. At the completion of each large project phase, staff will develop a brief publication to be shared via social media, sharing photos branded with the logo - following the ENTRF acknowledgment guidelines.

In addition, a site construction sign will be installed to identify the funders of the project, with the ENTRF logo.

Long-Term Implementation and Funding

Describe how the results will be implemented and how any ongoing effort will be funded. If not already addressed as part of the project, how will findings, results, and products developed be implemented after project completion? If additional work is needed, how will this be funded?

The project will be completed and implemented when the Mississippi Landing Trailhead park is officially opened to the public. After construction, the City of Brainerd Parks Department and City Council have committed to operating and maintaining the park in perpetuity.

Parking is not included in this project but will be constructed as a part of a new improvement project. On street parking will replace the removal of the parking lot. If the project is funded, the city will complete the road improvements through a separate capital project by the time the park opens.

Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
Personnel								
							Sub Total	-
Contracts and Services								
TBD	Professional or Technical Service Contract	SITE DESIGN AND ENGINEERING: The first step in constructing the Mississippi Landing Trailhead is developing the final site design, engineering, and construction specifications for the park. A conceptual design has been completed through collaboration with the National Parks Service, and a preliminary cost estimate has been conducted by SEH.				0		\$285,000
TBD	Professional or Technical Service Contract	FEATURE CONSTRUCTION/INSTALLATION: The Mississippi Landing Trailhead park will have numerous features with which the community can engage. Such features include restroom facilities, water stations, bike repair stations, art, outdoor education facility, and more. A main element of the park's construction will be constructing/building/installing these features.				0		\$1,775,000
TBD	Professional or Technical Service Contract	SITE PREPARATION AND LANDSCAPING: Once the design and engineering for the Mississippi Landing Trailhead is complete, the next step will be to prepare the site for construction. This portion of the project also includes conducting ecological improvements and overall landscaping.				0		\$620,000
TBD	Professional or Technical Service Contract	CONSTRUCTION ADMINISTRATION: While the City of Brainerd has a number of qualified staff from engineers to planners to building officials who could effectively manage the construction of the Mississippi Landing Trailhead, it is generally the City's practice to contract for construction administration services for such projects.				0		\$170,000
							Sub Total	\$2,850,000

Equipment, Tools, and Supplies								
							Sub Total	-
Capital Expenditures								
							Sub Total	-
Acquisitions and Stewardship								
							Sub Total	-
Travel In Minnesota								
							Sub Total	-
Travel Outside Minnesota								
							Sub Total	-
Printing and Publication								
							Sub Total	-
Other Expenses								
							Sub Total	-
							Grand Total	\$2,850,000

Classified Staff or Generally Ineligible Expenses

Category/Name	Subcategory or Type	Description	Justification Ineligible Expense or Classified Staff Request
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Non ENRTF Funds

Category	Specific Source	Use	Status	Amount
State				
Cash	Minnesota Investment Funds - 2020 Fund Rollover	MIF funds to be allocated to the project.	Secured	\$100,000
			State Sub Total	\$100,000
Non-State				
In-Kind	Staff time allocated to the oversight and management of the grant project.	Staff from various departments will provide in-kind assistance in addition to their duties between the acceptance of the grant and the completion of the project. Departments include Administration, Finance, Community Development, and Public Works (Engineering and Parks).	Potential	\$100,000
			Non State Sub Total	\$100,000
			Funds Total	\$200,000

Attachments

Required Attachments

Visual Component

File: [9b7104a7-819.pdf](#)

Alternate Text for Visual Component

This document includes the Mississippi Landing Trailhead Park master plan, updated project estimate, and certificate of survey....

Board Resolution or Letter

Title	File
Mississippi Landing Trailhead Supporting Resolution	3ae40f5a-9b1.pdf

Optional Attachments

Support Letter or Other

Title	File
Support Content	db7ccf78-8aa.pdf
Mississippi Landing Trailhead Letters of Support	772120d8-e12.pdf
2018 City of Brainerd CAFR	435986a4-628.pdf
MLT Cost Estimate	64684b04-c64.pdf

Difference between Proposal and Work Plan

Describe changes from Proposal to Work Plan Stage

Omission of the amphitheater structure, targeted for a city capital campaign effort (seating to remain); temporary stage will be constructed through local partnerships. Removal of river steps, transition to phase II of project. Lowered the cost of the restroom facility to align with allocated funds. Changes in the project timeline to account for spring advertisement for bids for the construction work, planting unit installation schedule spring/fall (avoiding summer months), and positioning the project where construction will begin in June 2022 and end June 2023. This shift allocates more time for the design phase.

Mississippi Landing Trailhead Park will serve as a connection for the community to the river. An important aspect to this park will be creating outdoor recreational and learning opportunities through establishment of native habitat. Our goals for the park include the following: wildlife habitat, plant diversity, stormwater treatment, restoring natural disturbances, providing habitat for pollinators, and managing invasive species. The Mississippi River serves as a wildlife corridor within the City of Brainerd. The design of this park will keep intact and enhance the native forest area along the riverbank through native plantings. Selecting a diverse and native planting plan will also be important for creating a resilient habitat. Native and diverse plant communities along the river will help prevent invasive species and maintain forest health from environmental stressors. Also, the city is currently working on a public tree inventory mapping program to foster a resilient tree community. This Park project will plant trees according to our management plan that will be adopted after our public tree inventory is completed. There are stormwater filtration basins planned for the park. These stormwater areas will help filter contaminants from the adjacent road and serve as wildlife and pollinator habitat. This stormwater/ raingarden habitat may be a good project to partner with the local mater garden's club for implementation and maintenance. There will also be an emphasis on creating resilient and bee friendly lawns in some of the turf grass areas. Once established, the Brainerd Parks Department will work on maintaining the natural



Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

INFORMATION ONLY ACTION REQUESTED	Action Requested: Direction Requested Discussion Item
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Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)



NO
MOTOR
VEHICLES



PARKS DEPARTMENT MAINTENANCE AND RECREATION REPORT

December 20, 2022; PARK BOARD MEETING

Recreation Report

Adult Softball Post Season Survey Results

72 people answered the survey

1. Overall satisfaction with the softball experience: 1.9/3
 - a. Comments/Things to Consider
 - i. Lights on Fields 1 & 2 (dependability) (Safety)
 - ii. More cancellations if predicted potential severe weather vs. leaving it to umpires discretion. Could have avoided the flat line wind potentially deathly backstop collapse experience at the fields. – *Staff agrees, it was a mistake; it was indeed very hot that day but wasn't to the point of meeting our heat cancellation policy, the storm came out of nowhere. We were lucky we evacuated when we did.*
 - iii. Level out the fields: Add black dirt to outfields and the transition from infield to outfield on field 2. (Safety)
 - iv. Re-visit the MS1 players playing in MS2 rule.
 - v. The trees that are blocking the light onto the fields 1 and 2 need to be either excessively pruned or removed. Too many safety concerns with those trees. Between blocking light, delay of game-dead ball tree interference, and leaves everywhere in the fall. (Safety) – *this is becoming more of an issue the bigger those tree canopies grow. We cannot keep putting this off. We wanted to suggest removal when we eventually did the master planning for Memorial Park. Staff was told by higher-ups removing the tree would be a very contentious topic, and to avoid it. With the removal, we would look at potentially "planning" a shade/foul ball protection substitute that did not hang over the field. And offering a planting of trees elsewhere as a peace offering in that park.*
 - vi. Avoid 2-hour gaps between games at all cost, including playoffs. More "back-to-back" games.
 - vii. Re-visit the time limit rule and explanation
 - viii. Put in a warning track (Someone every year for the past 9 years has asked for this)
 - ix. Hold players more accountable for bad sportsmanship
 - x. Consistency of enforcement of rules AND consistency umpire calls
2. Overall communication satisfaction from staff to participants/managers: 2.23/3
 - a. Comments/Things to Consider
 - i. Not everyone is on Facebook. Information needs to be listed in emails as well as Facebook.
3. We asked the leagues whether they thought placing a strike zone mat behind home plate would be a good addition to leagues for helping call the Arc, and consistency of umpires across the board. (survey allowed people to check the box next to each league they felt would benefit from this)
 - a. Results
 - i. 41.67% voted that none of the league should have this
 - ii. 41.67% voted that MS2 should have mats
 - iii. Remainder of leagues were less than this percentage.
 1. *We will re-evaluate this question within the leagues specifically.*
4. We asked participants if there were any rule improvements or clarifications, they would like to see staff make for the 2023 season.
 - a. Pitch Arc Height must be clarified and enforced better
 - b. 7 inning games unless run ruled
 - c. Trees that hang over fence need to be trimmed (Safety)
 - d. Music at respectable volumes and content.
 - e. Figure out a sun/glare screen for the fence on field 2 glare (Safety)
 - f. Stop turning lights off on field 3, 2 minutes after game ends
 - g. Porta potty never has enough sanitizer
 - h. Ump needs to be ready right away – no disappearing
 - i. Clarify inter-league subs

- j. Two umpires when possible
 - k. Clarify home run limits for men and women in coed. One courtesy runner per gender per inning in coed.
 - l. Figure out a better "Roster" system. Or make sure rosters are always present.
 - m. Re-address the MS1 players playing in the MS2 league
5. New this year we had the Softball Community vote on Mr. and Mrs. Softball for 2023. This person would represent everything we want to see in Brainerd Adult Softball. Talented, but more importantly their sportsmanship and mentorship to the youth. We wanted to honor these people doing great things on and off the field. We are hoping to continue this award annually. Congratulations Erin Thiesse & Riley Kline.



Adult Kickball Post Season Survey

We are going to promote more people to answer this survey. Only 10 have taken the survey and that is not enough data to make decisions from.

Winter Sports Update

Adult 4 on 4 Pond Hockey

- 6 Teams
- Deadline before price increase; December 23

Youth Pond Hockey

Penguins

- 11 registered

Polar Bears

- 9 registered

Deadline before price increases for youth pond hockey; December 23

*New Special Event

MLT – Park Grand Opening/Ribbon Cutting

Saturday, June 3, 2023

11:00 a.m. – 4:00 p.m.

1. Showcase the Amphitheater and Learning Center
 - a. CLC
 - b. Wondertrek Children's Museum
 - c. DNR
 - d. The Center – or other music connection
2. Ideas, suggestions, and connections are welcome
3. Request Mayors presence, as well as guest speakers from grassroot organizers of MLT.

***New Programming**

Pickleball

We will be looking at surveying the public on the following:

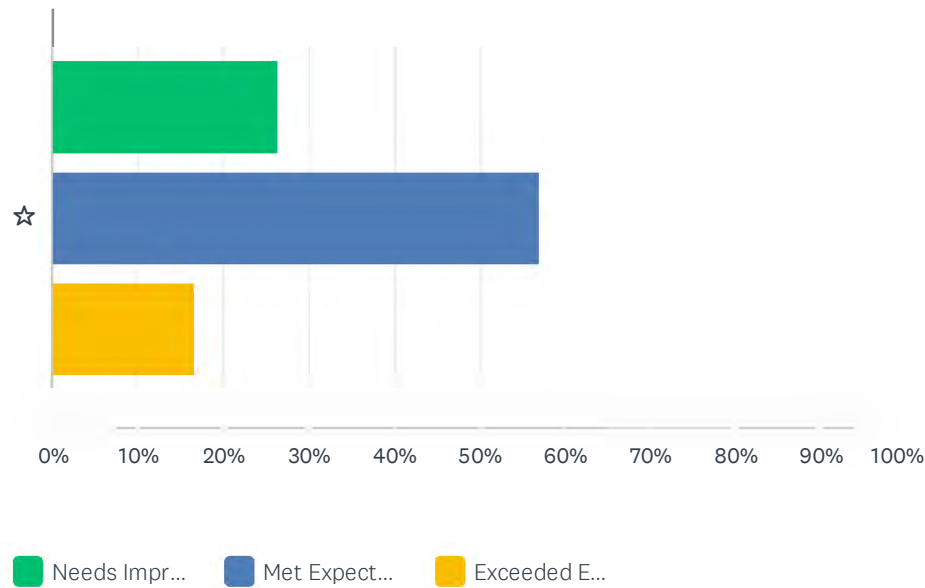
- Formats: League, Organized Pick-Up, Tournament, etc/all the above
- Location
- Cost
- Time (of day)
- Duration
- Day(s) (of week)
- Reporting scores: Website standings or App

Parks Maintenance Report

- Changed oil in truck
- Helped BPU with downtown holiday décor and lighting
- Painted and patched sheetrock at GGP
- Lit tree at City Hall
- Prepped for special events
- Flooding and clearing snow at rinks
- Plowing trails and sidewalks
- Blowing and clearing snow
- Changing bulbs for downtown décor and lighting
- Hauled old voting booths to dump
- Removed summer banners, replaced with winter banners
- Fixed exhaust fan at shop
- Bought sleds and put out shed for Big Ser.
- Getting plow lights fixed
- Prepped log splitter
- Split logs for campground firewood
- Rotated tires on plow truck

Q1 Please rate your overall softball experience

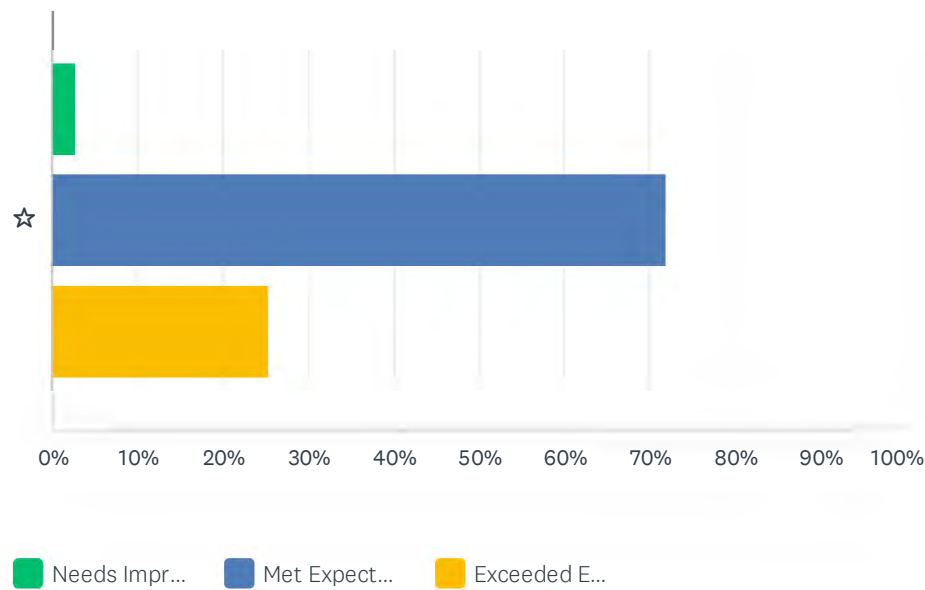
Answered: 72 Skipped: 1



	NEEDS IMPROVEMENT	MET EXPECTATIONS	EXCEEDED EXPECTATIONS	TOTAL	WEIGHTED AVERAGE
☆	26.39% 19	56.94% 41	16.67% 12	72	1.90

Q2 Please rate the overall communication between Brainerd Parks and Recreation staff and team managers/players

Answered: 71 Skipped: 2



	NEEDS IMPROVEMENT	MET EXPECTATIONS	EXCEEDED EXPECTATIONS	TOTAL	WEIGHTED AVERAGE
☆	2.82%	71.83%	25.35%		
	2	51	18	71	2.23

Q1 comments

- Move the bases back to where they were a few years ago. If a team only has one game, please don't schedule it for 9:00. Keep the schedule the same as last year for women's where we play everyone once and we start over by playing everyone again. We don't need an end of year tournament. Put a mat down or whatever they are called where people stand to bat. Everyone throws the dirt out and it gets too deep to get out of there when you are in a hurry

12/14/2022 12:54 PM

- Lights field 1 and 2, fences, corner field 2 needs to be fixed at the bottom Field 1 lights at the minimum for 2023 season.

12/7/2022 10:16 AM

- Fields

11/29/2022 12:44 PM

- Leaving weather up to umpires. We had a lot of wild weather and I was caught in straight lined winds at a field while we had watched a wall cloud and TONS of lightning move in and umpire would not call the game. I appreciate leaving it up to umpires but having consistency from week to week and league to league would be appreciated, especially by those that travel. I would rather have called games on high risk severe storms nights and we not get storms than ever get caught in a lightning/straight line wind storm ever again. Along with how cancellations went.

11/20/2022 02:17 PM

- Fields are getting better every year. However, I know there could be copius amounts of black dirt put in certain areas of the out fields or the transition area from infield to the outfield. #2 is very noticeable.

11/20/2022 06:13 AM

- Mens MS2 has a surplus of talented players that remix teams so they don't promote divisions. Limiting these strong players and teams would open the league to the players it is intended to reach.

11/19/2022 09:31 PM

- Lights Decent umps Tree covering lights and going into field 1 needs to be taken care of

11/19/2022 04:25 PM

- Lights didn't always worked and some games started way later then they were supposed too

11/19/2022 02:49 PM

- Timed games need a little flexibility. It's bs when we have one inning left in a back and forth game and it gets called. Our team had too many games where we had an early game and the late game, and had to wait for 2 games between then.

11/19/2022 11:51 AM

- Less complaining with umpires, put in warning track in outfield, hold players accountable for bad sportsmanship

11/17/2022 09:05 PM

- We need more consistency with umpire calls, along with more consistency in the enforcement of rules.

11/17/2022 06:00 PM

- Need better umpires. Get rid of time limit. More back to back games instead of 1 and 2 hour waits between games.

11/17/2022 05:39 PM

- Need more qualified umps that know the rules

11/17/2022 05:10 PM

- Level outfields

11/17/2022 05:05 PM

- Gap between games needs to go away. Changing of rules every year is ridiculous

11/17/2022 04:32 PM

Q2 Comments

- Not everyone is on Facebook. Information needs to be listed in emails as well as Facebook.

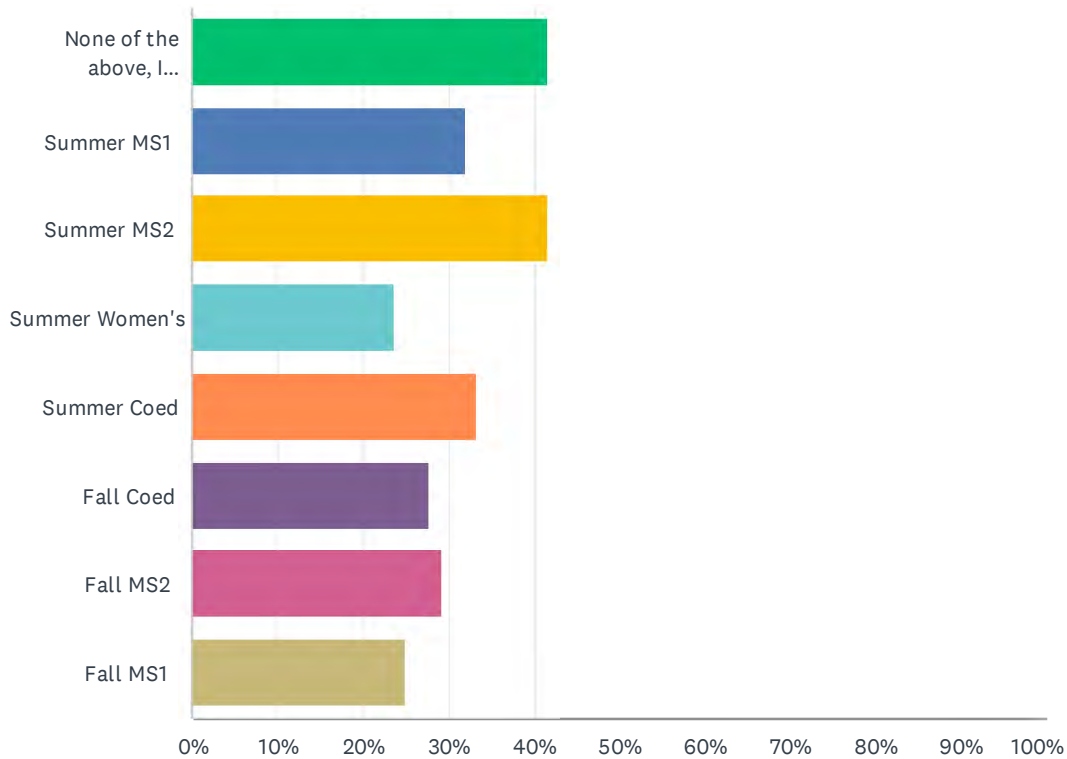
12/14/2022 12:54 PM

- Staff of parks and rec are amazing! So involved and caring!!

11/29/2022 10:27 PM

Q3 Please check the box next to the leagues that you feel would benefit from having a strike mat placed behind home plate in addition to a live umpire.

Answered: 72 Skipped: 1



ANSWER CHOICES	RESPONSES	
None of the above, I believe none of the leagues should be using a strike mat.	41.67%	30
Summer MS1	31.94%	23
Summer MS2	41.67%	30
Summer Women's	23.61%	17
Summer Coed	33.33%	24
Fall Coed	27.78%	20
Fall MS2	29.17%	21
Fall MS1	25.00%	18
Total Respondents: 72		

Q4 Please list any rule improvements or clarifications you would like staff to make for the 2023 season.

Answered: 41 Skipped: 32

#	RESPONSES	DATE
1	None	12/7/2022 6:08 PM
2	The strike mat isn't what I would recommend for all umpires, but there are a few that would benefit greatly from having it.	12/7/2022 4:15 PM
3	Enforcement of 6-10 ft pitch height.	12/7/2022 9:42 AM
4	The arch height of a pitch and consistency!!	11/29/2022 10:27 PM
5	*	11/29/2022 10:13 PM
6	When an inning cannot be started again. Some umps called the game if under a minute left as an inning ended regardless of team's ability to get to plate, some allowed teams to get to plate and others started the next inning as long as there was time left (we experienced that with under 20 seconds left, we automatically started the next inning).	11/20/2022 2:17 PM
7	NA	11/20/2022 6:13 AM
8	Unsure	11/19/2022 9:31 PM
9	No time limit. Full 7 inning games. Unless a 10-15-20 run game.	11/19/2022 3:39 PM
10	Communication has been great	11/19/2022 3:24 PM
11	Some of the trees that hang over the fence	11/19/2022 2:49 PM
12	Na	11/18/2022 3:00 PM
13	N/A	11/18/2022 8:40 AM
14	None	11/18/2022 7:58 AM
15	None	11/17/2022 9:05 PM
16	None	11/17/2022 7:17 PM
17	Consistent enforcement of the rules, and more consistency with the call of strikes. Also more enforcement of height limits on pitches	11/17/2022 6:58 PM
18	N/a	11/17/2022 6:51 PM
19	Music respectful volumes / should haven't to yell at my baserunners just so they can hear me. PG13 music - don't need swearing Fence for glares on field 2 or change parking to an angle Stop turning lights off on field 3 two minutes after the games end Portable potty never has hand sanitizer Ump needs to be ready right away. No disappearing	11/17/2022 6:38 PM
20	Please trim back the trees that overhang the fields and block the lighting on the field. Ensure that fields lights are operating before scheduling late games on fields.	11/17/2022 6:36 PM
21	Na	11/17/2022 6:30 PM
22	make sure umps know that you do not need to swing the bat all the way when hitting.	11/17/2022 6:00 PM
23	Strike mats added to all leagues	11/17/2022 5:56 PM
24	None	11/17/2022 5:37 PM
25	None	11/17/2022 5:10 PM
26	Inter league subs	11/17/2022 5:07 PM

Adult Softball Post Season Survey 2022

27	Two umpires when possible	11/17/2022 5:05 PM
28	Home run limits for men and women in coed. One Courtesy runner per gender per inning in coed	11/17/2022 4:41 PM
29	Home Run Rule. Go with what is universal and stick with it.	11/17/2022 4:32 PM
30	NA	11/17/2022 4:27 PM
31	Na	11/17/2022 4:26 PM
32	Stop MS1 crossover altogether	11/17/2022 4:14 PM
33	NA	11/17/2022 4:12 PM
34	None	11/17/2022 4:04 PM
35	Upper league players shouldn't get to play on Tuesday league. It's not fair that they can come over to crush lower league teams	11/17/2022 3:56 PM
36	Plays at home	11/17/2022 3:53 PM
37	need to go back to setting a wed player limit back to 2 players, tues nights are turning into batting practice for upper league players and it is taking the fun out of the game.	11/17/2022 3:48 PM
38	Rosters being present at all times	11/17/2022 3:47 PM
39	Umps that don't favor certain teams	11/17/2022 3:45 PM
40	None	11/17/2022 3:13 PM
41	-	11/17/2022 3:07 PM

Q5 New this yearPlease vote for a Mr. Softball (male). This person represented Brainerd Adult Softball not only in great talent but more importantly in the most positive light and exudes the type of sportsmanship we want to promote for future years.**

Answered: 55 Skipped: 18

#	RESPONSES	DATE
1	Riley Kline	12/7/2022 6:08 PM
2	Riley Kline	12/7/2022 4:15 PM
3	Chad Haskamp	12/7/2022 1:32 PM
4	Benjamin Winterfeld	12/7/2022 11:19 AM
5	Blake Thiesse	12/7/2022 10:16 AM
6	Paul Augustinack	12/7/2022 9:42 AM
7	Matt Clough	11/30/2022 4:54 PM
8	Lucas boliing	11/29/2022 10:27 PM
9	Riley Kline	11/29/2022 10:13 PM
10	Cody Sibbert	11/29/2022 12:44 PM
11	Cody Seibert	11/20/2022 6:13 AM
12	John Brezinka	11/19/2022 9:31 PM
13	Cody Sibbert	11/19/2022 3:52 PM
14	Keith yde	11/19/2022 3:39 PM
15	Jason Blazek	11/19/2022 3:24 PM
16	Talor Lennartson	11/19/2022 2:49 PM
17	Jake Freeman	11/19/2022 8:10 AM
18	Eric Frey	11/18/2022 3:00 PM
19	Mike Kostohryz	11/18/2022 9:31 AM
20	Riley Kline	11/18/2022 8:40 AM
21	Kevin Perez	11/18/2022 7:58 AM
22	Paul agustinak	11/17/2022 9:05 PM
23	Blake Thiesse	11/17/2022 8:33 PM
24	Matt Clough	11/17/2022 8:08 PM
25	Matt Clough	11/17/2022 8:01 PM
26	Just moved here and only played fall ball so far.	11/17/2022 7:17 PM
27	Andrew Sanchez	11/17/2022 6:58 PM
28	N/A	11/17/2022 6:51 PM
29	Blake Thiesse	11/17/2022 6:38 PM

Adult Softball Post Season Survey 2022

30	Josh Studinski	11/17/2022 6:36 PM
31	Dalton Tibetts	11/17/2022 6:30 PM
32	Kevin Perez	11/17/2022 6:00 PM
33	Troy Burgau	11/17/2022 5:56 PM
34	Chad Hasskamp	11/17/2022 5:37 PM
35	Chris kostohryz	11/17/2022 5:10 PM
36	Dalton Tibbetts	11/17/2022 5:09 PM
37	Riley Kline	11/17/2022 5:07 PM
38	Cole Kubesh	11/17/2022 5:05 PM
39	Paul Augustinack	11/17/2022 4:41 PM
40	Dalton Tibbets	11/17/2022 4:32 PM
41	Blake Thiesse	11/17/2022 4:31 PM
42	Randy Gibbs	11/17/2022 4:27 PM
43	Braydon Borg	11/17/2022 4:26 PM
44	Dalton Tibbetts	11/17/2022 4:12 PM
45	Blake thiesse	11/17/2022 4:05 PM
46	Paul Augustinac	11/17/2022 4:04 PM
47	Ken Perez	11/17/2022 3:53 PM
48	Cody "Gordo"	11/17/2022 3:47 PM
49	None	11/17/2022 3:45 PM
50	Riley Kline	11/17/2022 3:33 PM
51	Riley Kline	11/17/2022 3:13 PM
52	Blake Thiesse	11/17/2022 3:12 PM
53	Matt Clough	11/17/2022 3:12 PM
54	Riley Kline	11/17/2022 3:07 PM
55	Steve Kostohryz	11/17/2022 3:04 PM

Q6 New this yearPlease vote for a Mrs. Softball (female). This person represented Brainerd Adult Softball not only in great talent but more importantly in the most positive light and exuded the type of sportsmanship we want to promote for future years.**

Answered: 53 Skipped: 21

#	RESPONSES	DATE
1	Cylinda Ring. She's the best pitcher in the league.	12/14/2022 12:54 PM
2	Erin Thiesse	12/7/2022 6:08 PM
3	Erin Thiese	12/7/2022 4:15 PM
4	Madyson mcgovern	12/7/2022 11:19 AM
5	Emma Petersen	12/7/2022 10:16 AM
6	Jayda Kline	12/7/2022 9:42 AM
7	Steph Veith	11/30/2022 4:54 PM
8	Samantha kouba	11/29/2022 10:27 PM
9	Jayda Kline	11/29/2022 10:13 PM
10	Kerra Grittner	11/29/2022 12:44 PM
11	Kerra Grittner	11/20/2022 6:13 AM
12	Dawn Stienka	11/19/2022 9:31 PM
13	Kerra Grittner	11/19/2022 3:52 PM
14	Erin theisse	11/19/2022 3:39 PM
15	Kerra Grittner	11/19/2022 3:24 PM
16	Anabel Duerr	11/19/2022 2:49 PM
17	Jayda Kline	11/19/2022 8:10 AM
18	Kassie Fischer	11/18/2022 3:00 PM
19	Tiffany Dixon	11/18/2022 9:31 AM
20	Jayda Kline	11/18/2022 8:40 AM
21	Sophia Laube	11/18/2022 7:58 AM
22	NA	11/17/2022 9:05 PM
23	Erin Thiesse	11/17/2022 8:33 PM
24	Emma Korhonen	11/17/2022 8:08 PM
25	Megan Schultz	11/17/2022 8:01 PM
26	See above	11/17/2022 7:17 PM
27	Ashley Hanson-Dumpprope	11/17/2022 6:58 PM
28	N/A	11/17/2022 6:51 PM
29	Erin Thiesse	11/17/2022 6:38 PM

Adult Softball Post Season Survey 2022

30	Ashly Erickson	11/17/2022 6:36 PM
31	Kayla Huether	11/17/2022 6:30 PM
32	Kalee Guderjohn	11/17/2022 6:00 PM
33	Erin Thessie	11/17/2022 5:56 PM
34	Kayla Huether	11/17/2022 5:51 PM
35	Sophia Laube	11/17/2022 5:37 PM
36	Kayla huether	11/17/2022 5:10 PM
37	Jayda Kline	11/17/2022 5:07 PM
38	NA	11/17/2022 5:05 PM
39	Rachel Trusty	11/17/2022 4:41 PM
40	Steph Lambrecht	11/17/2022 4:32 PM
41	Bethany doucette	11/17/2022 4:27 PM
42	Kayla huether	11/17/2022 4:26 PM
43	Erin Thiesse	11/17/2022 4:12 PM
44	Kayla Huether	11/17/2022 4:05 PM
45	Erin Thiesse	11/17/2022 4:04 PM
46	Sophia Laube	11/17/2022 3:53 PM
47	Sophia Laube	11/17/2022 3:47 PM
48	None	11/17/2022 3:45 PM
49	Sydnee Johnson	11/17/2022 3:33 PM
50	Jayda Kline	11/17/2022 3:13 PM
51	Steph Veith	11/17/2022 3:12 PM
52	Erin Thiesse	11/17/2022 3:12 PM
53	Tiff Dixon-Horn	11/17/2022 3:07 PM