

PARK BOARD

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, City Council Chambers
Tuesday, June 27, 2023, @ 4:00pm

The public is invited to attend this meeting in person
Meeting is also televised on CTC Cable channel 8 and streamed live on
YouTube: www.youtube.com/CityOfBrainerdMN

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

2. **Roll Call**

___ J. Miller ___ T. Rushmeyer ___ K. Schaefer ___ K. Yeager
___ A. Shipe

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**

Documents:

2023-05-23 Park Board Minutes.pdf
2023-06-06 Park Board draft minutes.pdf

B. **Approval Of The Disbursements**

Month of May 2023

Documents:

062023 PARKS INVOICE REGISTER.pdf

C. **Financial Reports**

Documents:

Parks May.pdf

D. **Approve Event Applications**

Documents:

06-27-2023 - Park Facility Reservation Applications.pdf

6. **Presentations**

A. **Age-Friendly Brainerd**

Documents:

06-27-2023 - Age Friendly Brainerd.pdf

7. **New Business**

A. **Discussion On Food Allergy Signs**

Documents:

06-27-2023 - Food Allergy Signs.pdf

B. **Approve Skateboarding Prohibition Signage At Lyman P. White Park**

Documents:

06-27-2023 - Lyman P White Park Skateboarding Signs.pdf

C. **Lyman P. White Park Update**

Documents:

06-27-2023 - Lyman P White Park Project Update Memo.pdf

D. **Approve Parks ARPA Project Concepts**

Documents:

06-27-2023 - Approve Parks ARPA Project Concepts.pdf

E. **Discussion On Hockey Goal Placement Request**

Documents:

06-27-2023 - Discussion on Rotary Park Items.pdf

F. **Discussion On Future Triangle Park Accesses**

Documents:

06-27-2023 - Triangle Park Access Discussion.pdf

G. **Direction On Location Of United Way Born Learning Trail**

Documents:

06-27-2023 - Born Learning Trail Location.pdf

H. **Discussion On Rotary Park Items**

Documents:

06-27-2023 - Discussion on Rotary Park Items.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. **Staff Reports**

Documents:

06-27-2023 Recreation- Maintenance Report .pdf

10. **Board Member Reports**

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 Parks and Recreation Board was called to order at 4:00 by Board President Shipe.

Upon roll call, the following members were noted as present: Johnathan Miller, Troy Rushmeyer, Kara Schaefer, Kevin Yeager, and Andrew Shipe. Mayor Badeaux was also noted as present.

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

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

MOVED AND SECONDED BY MEMBERS YEAGER AND MILLER TO APPROVE THE CONSENT CALENDAR.

- A. Approval of Minutes**
 - a. Park Board Special Meeting April 11, 2023**
 - b. Park Board Meeting April 25, 2023**
 - c. Park Board Special Meeting May 9, 2023**
- B. Approval of Disbursements**
- C. Financial Reports**

Upon roll call, Members Miller, Rushmeyer, Schaefer, Yeager, and Shipe voted “aye”. No member voted “nay”. The Chair declared the motion carried.

New Business

Approve 2023 Updated Park Board Meeting Schedule

City Engineer/Public Works Director Dehn stated that there was a change to the calendar to include capital planning for budgeting.

MOVED AND SECONDED BY MEMBERS SHAEFER AND YEAGER, DULY CARRIED, TO APPROVE THE PROPOSED MEETING SCHEDULE.

Approve Event Application- Arts in the Park

City Engineer/Public Works Director Dehn gave an overview of the event. The event will be on July 2nd, from 10:00 am to 4:00 pm.

Member Shaefer asked about parking for the event, whether or not to allow parking in the grass.

City Engineer/Public Works Director Dehn stated that in the event application it states that there will be on-street parking only and that parking is not allowed in the park. Vendors have agreed to unload and move their vehicles offsite.

Dave Badeaux, Brainerd Community Action, asked that only the classic cars be able to park in the park on the grass.

Member Rushmeyer stated that the classic cars are part of the art exhibit and are allowed to park in the park. He asked whether alcohol was a part of the permit.

Mr. Badeaux stated that alcohol is not something that they included in their application.

MOVED AND SECONDED BY MEMBERS YEAGER AND RUSHMEYER, DULY CARRIED, TO APPROVE THE APPLICATION WITH NO ADDITIONAL CONDITIONS.

Approve Event Application- Crow Wing County DFL

City Engineer/Public Works Director Dehn gave an overview of the event that is requested to take place at Lyman P. White Park on August 19th.

MOVED AND SECONDED BY MEMBERS MILLER AND YEAGER, DULY CARRIED, TO APPROVE THE APPLICATION WITH THE FOLLOWING CONDITIONS INCLUDE ADDITIONAL RESTROOMS AND GARBAGE CANS DUE TO THE NUMBER OF ANTICIPATED ATTENDEES, APPROVE THE BEER KEG VENDOR CONDITIONAL ON COUNCIL APPROVING AN ORDINANCE ALLOWING SALE AND CONSUMPTION OF ALCOHOLIC BEVERAGES IN LYMAN P. WHITE PARK, ADHERENCE TO THE REQUIREMENTS OF THE ORDINANCE, FINALLY IF THE ORDINANCE IS ENACTED, APPROVE OF THE BEER KEG VENDOR CONDITIONAL ON COUNCIL APPROVING THE APPLICATION FOR A TEMPORARY LIQUOR LICENSE SHOULD BEER BE SOLD DURING THE EVENT.

Approve 2023 Tree Planting Quote

City Engineer/Public Works Director Dehn stated that the Park Board approved the tree proposal submitted by Staff. They solicited quotes and received two, with one being under budget. The proposal also includes trees for Harrison School. The impact less the Harrison trees \$45,865 leaving \$4,135 remaining in the budget for additional trees. These funds could be utilized at Memorial Field 2 to the budgeted amount.

Member Yeager asked about the underground at Harrison that may prevent the trees from being planted. He also asked about the difference between the quotes and whether there were differences in the scope that may have been included with each quote.

City Engineer/Public Works Director Dehn stated that the Harrison trees will be able to be planted. He had an inclination that the 1-year warranty may have caused one of the quotes to be cautious. He stated that he believed that both bids were appropriate.

MOVED AND SECONDED BY MEMBERS RUSHMEYER AND MILLER, DULY CARRIED, TO APPROVE THE QUOTE FROM DOUCETTE'S LANDSCAPING IN THE AMOUNT OF \$48,640; FURTHER, TO AUTHORIZE THE ADDITION OF TREES THROUGH DOUCETTE'S FOR THE MMP SOFTBALL FIELD 2 UP TO THE BUDGETED AMOUNT.

Lyman P. White Park Project Update

Paul Sandy, WSB, gave an overview of the construction completion to make sure that the park is prepared for the Grand Opening on June 3rd. The river restoration survey has not started yet due to the flooding. They are hoping that the water level will drop so that they can begin work. The construction would likely begin this fall, the LCCMR funds will still be able to be used as the deadline is in June of 2024. The project funds are on track with the contract, there is about \$75,000 left in the budgeted amount.

Member Yeager stated that he drives by Lyman P. White Park almost every day. It looks fantastic at night especially. Unintentionally the amphitheater has already become a skate and scooter ramp. While he is glad everyone is out and active, he would like to discuss at a future meeting whether there should be signage to regulate usage.

Chair Shipe asked about the estimate for the survey of the river restoration.

Mr. Sandy stated that scope alignment has happened already and the actual may come down.

Chair Shipe asked the Board if they would like to discuss skateboarding at this meeting.

Mr. Sandy stated that the contractors have had a few conversations with kids about skateboarding on the site, they have stated that it is an active construction site. The contractor is responsible for the damage that may happen while they're still under contract.

City Engineer/Public Works Director Dehn stated that if the Park Board is in general consensus the signs could be ordered now and have a discussion at a future meeting. He has also informed incoming Police Chief Davis that skateboarding is a concern at the park.

Member Shaefer stated that this is another reason that a skate park is needed.

Public Forum

The Chair opened the public forum at 4:30 p.m.

Sara Stepan, Baxter, requested that the Park Board place signs in parks to remind children and families to wash their hands after they have eaten. Her children have life threatening food allergies that can be reactive from eating on the equipment or having unclean hands and spread onto the equipment.

The Chair closed the public forum at 4:32 p.m.

Board Member Reports

Member Miller stated that he got to tour the parks that are on the riverfront, from Rotary to Lyman P. White. The connection between the parks is fantastic.

Chair Shipe thanked everyone that participated in Spring into Action at Gregory Park, they removed 26 bags of brush in Gregory Park. He did a check in on the spreadsheets sent out to members to survey the parks.

Mayor Badeaux stated that he contacted a few individuals to work on Mills Park improvements. The SportsBoosters and Baseball Association may have some input and funding available.

Staff Reports

City Engineer/Public Works Director Dehn reviewed the written staff report. Signs were placed in the parks regarding the current status of the City Code not permitting the consumption of alcohol in our parks. The Police Department has been educating the teams on the ordinance. The City Council does have a first reading of the ordinance to allow for the sale and consumption of alcohol in parks at a Special Meeting on May 24th. Mr. Dehn showed a

rendering of possible placement and design for the sign for the Lyman P. White Park, he would like some feedback on the location.

Member Rushmeyer stated that the placement of the sign would be acceptable.

Member Yeager stated that he would like to see the sign lower down and smaller so that you can see through and into the park.

Member Rushmeyer asked Mayor Badeaux about his feeling from the Council about the decision on the ordinance regarding consumption and sale of alcohol.

Mayor Badeaux stated that he felt the Council was set to pass the ordinance that would allow for consumption in most parks and at softball. However, there was not language included that would prohibit consumption at youth softball events, which was the sticking point for the Council. He believes that the ordinance will pass with the inclusion of the language.

Adjourn

MOVED AND SECONDED BY MEMBERS SHAEFER AND YEAGER, DULY CARRIED, TO ADJOURN THE MEETING TO THE GRAND OPENING OF THE LYMAN P. WHITE PARK ON JUNE 3RD.

The Chair adjourned the meeting at 4:50 p.m.

Respectfully Submitted,

Toni Gage, Administrative Specialist

**Brainerd, MN
June 6th, 2023**

Pursuant to due call and notice thereof, the special meeting of the Brainerd Park Board was called to order at 3:00 p.m. by Board President Shipe.

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

Unfinished Business

Parks Capital Planning

Chair Shipe stated that he added a need to replace column in which he gave three options to choose from "fine", "ASAP", "soon". There are over 300 items that are on the capital plan.

Member Yeager stated that there are items that need to be replaced, but also items that will need to have money set aside to replace down the road.

Board discussion took place on the items on the capital planning document. They organized priorities by year and monetary value.

City Engineer/Public Works Director Dehn stated that the Park Board will work towards a capital and working budget for 2024 at its special meeting on July 11th.

Adjourn

MOVED AND SECONDED BY MILLER AND RUSHMEYER, DULY CARRIED, TO ADJOURN THE MEETING AT 4:57 P.M.

Respectfully Submitted,

Toni Gage, Administrative Specialist

May 9, 2023

06/23/2023 01:34 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 05/20/2023 - 06/22/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 4211 - A SHADE OF GREEN TREE MOVERS:							
3745							
77479	A SHADE OF GREEN TREE MOVERS MOVE TREE AT GREGORY PARK 400-9050-45530	05/08/2023 pziemer	06/07/2023	500.00	0.00	Paid	Y 06/07/2023
	CAPITAL - OTHER			500.00			
	Total for vendor 4211 - A SHADE OF GREEN TREE MOVERS:			500.00	0.00		
Vendor 3766 - A SMART SIGN STORE:							
SAF-571983							
77790	A SMART SIGN STORE NO SKATE SIGNS 230-5200-42220	06/02/2023 pziemer	06/21/2023	178.88	0.00	Paid	Y 06/21/2023
	REPAIR & MAINT			178.88			
	Total for vendor 3766 - A SMART SIGN STORE:			178.88	0.00		
Vendor 0011 - ACE HARDWARE:							
314774/1							
77452	ACE HARDWARE MMP - BATTING CAGE REPAIRS 230-5200-42220	05/12/2023 pziemer	06/07/2023	14.37	0.00	Paid	Y 06/07/2023
	REPAIR & MAINT			14.37			
314658/1							
77453	ACE HARDWARE MMP - TOILET SENSORS 230-5200-42220	05/09/2023 pziemer	06/07/2023	17.99	0.00	Paid	Y 06/07/2023
	REPAIR & MAINT			17.99			
314932/1							
77456	ACE HARDWARE MISC KEYS/SIGNS 230-5200-42220	05/18/2023 pziemer	06/07/2023	74.55	0.00	Paid	Y 06/07/2023
	REPAIR & MAINT			74.55			
314210/1							
77540	ACE HARDWARE DUCT TAPE 230-5200-42220	05/01/2023 pziemer	06/07/2023	6.19	0.00	Paid	Y 06/07/2023
	REPAIR & MAINT			6.19			
315278/1							
77661	ACE HARDWARE SHOP SUPPLIES 230-5200-42220	05/31/2023 pziemer	06/07/2023	23.37	0.00	Paid	Y 06/07/2023
	REPAIR & MAINT			23.37			
315349/1							
77749	ACE HARDWARE LPW SUPPLIES/DWNTWN MULCH 230-5200-42220	06/02/2023 pziemer	06/21/2023	116.90	0.00	Paid	Y 06/21/2023
	REPAIR & MAINT			80.96			
	401-1003-43430	MISCELLANEOUS		35.94			

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User: pziemer

DB: Brainerd

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
315370/1 77756	ACE HARDWARE STREET GARAGE FURNACE FILTERS 235-3100-42220 REPAIR & MAINT	06/02/2023 pziemer	06/21/2023	34.14 34.14	0.00	Paid	Y 06/21/2023
315459/1 77795	ACE HARDWARE LPW PARK - ELECTRICAL LOCK BOX 230-5200-42220 REPAIR & MAINT	06/06/2023 pziemer	06/21/2023	138.32 138.32	0.00	Paid	Y 06/21/2023
315335/1 77798	ACE HARDWARE NOZZLES - BANE/JCP PARKS 230-5200-42220 REPAIR & MAINT	06/01/2023 pziemer	06/21/2023	17.98 17.98	0.00	Paid	Y 06/21/2023
315458/1 77799	ACE HARDWARE PAINT - REPAIRS/MAINT 230-5200-42220 REPAIR & MAINT	06/06/2023 pziemer	06/21/2023	17.98 17.98	0.00	Paid	Y 06/21/2023
315502/1 77805	ACE HARDWARE STREET GARAGE EXTERIOR DOOR KEYS 235-3100-42220 REPAIR & MAINT	06/07/2023 pziemer	06/21/2023	11.96 11.96	0.00	Paid	Y 06/21/2023
315603/1 77852	ACE HARDWARE BATHROOM SIGNS/PARKS 230-5200-42220 REPAIR & MAINT	06/09/2023 pziemer	06/21/2023	26.98 26.98	0.00	Paid	Y 06/21/2023
315503/1 77853	ACE HARDWARE BALL VALVE & HOSE 230-5200-42220 REPAIR & MAINT	06/07/2023 pziemer	06/21/2023	31.45 31.45	0.00	Paid	Y 06/21/2023
315527/1 77854	ACE HARDWARE WASP SPRAY 230-5200-42220 REPAIR & MAINT	06/07/2023 pziemer	06/21/2023	17.96 17.96	0.00	Paid	Y 06/21/2023
315590/1 77855	ACE HARDWARE GARDEN HOSE 230-5200-42220 REPAIR & MAINT	06/09/2023 pziemer	06/21/2023	125.98 125.98	0.00	Paid	Y 06/21/2023
315611/1 77856	ACE HARDWARE KEYS - CONCESSIONS 230-5200-42220 REPAIR & MAINT	06/09/2023 pziemer	06/21/2023	59.80 59.80	0.00	Paid	Y 06/21/2023
Total for vendor 0011 - ACE HARDWARE:				735.92	0.00		

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 1453 - AMERICAN DOOR WORKS:							
03-012016 77660	AMERICAN DOOR WORKS JAYCEE'S PARK VANDALISM REPAIRS 230-5200-42220	05/31/2023 pziemer	06/07/2023	1,183.00	0.00	Paid	Y 06/07/2023
	REPAIR & MAINT			1,183.00			
	Total for vendor 1453 - AMERICAN DOOR WORKS:			1,183.00	0.00		
Vendor 2670 - AMERICAN STEEL SUPPLY INC:							
115252 77466	AMERICAN STEEL SUPPLY INC LUM PARK PIER 400-9050-45530	05/11/2023 pziemer	06/07/2023	17.81	0.00	Paid	Y 06/07/2023
	CAPITAL - OTHER			17.81			
115437 77480	AMERICAN STEEL SUPPLY INC SHOP PROJECT 230-5200-42220	05/19/2023 pziemer	06/07/2023	36.76	0.00	Paid	Y 06/07/2023
	REPAIR & MAINT			36.76			
	Total for vendor 2670 - AMERICAN STEEL SUPPLY INC:			54.57	0.00		
Vendor 2740 - AT&T MOBILITY:							
X06032023/PARKS 77673	AT&T MOBILITY ACCT 287292136423 PARKS PHONES 230-5200-43321	05/25/2023 pziemer	06/09/2023	209.01	0.00	Paid	Y 06/09/2023
	TELEPHONE			209.01			
	Total for vendor 2740 - AT&T MOBILITY:			209.01	0.00		
Vendor 3906 - BRAINERD FAMILY YMCA:							
#0111 77870	BRAINERD FAMILY YMCA 1ST HALF 2023 PARKS PROGRAMMING 230-5200-43300	06/01/2023 pziemer	06/21/2023	7,500.00	0.00	Paid	Y 06/21/2023
	PROFESSIONAL SERVICES			7,500.00			
	Total for vendor 3906 - BRAINERD FAMILY YMCA:			7,500.00	0.00		
Vendor 0749 - BRAINERD LAKES SEWER, LLC:							
8083 77646	BRAINERD LAKES SEWER, LLC SATELLITE RENTALS: MMP/ROTARY/SHOP 230-5200-43410	05/31/2023 pziemer	06/07/2023	423.55	0.00	Paid	Y 06/07/2023
	RENTAL EXPENSE			245.00			
	OPERATING SUPPLIES			135.00			
	RENTAL EXPENSE			43.55			
	Total for vendor 0749 - BRAINERD LAKES SEWER, LLC:			423.55	0.00		

Vendor 0296 - BRAINERD PUBLIC UTILITIES:

06/23/2023 01:34 PM

User: pziemer

DB: Brainerd

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APR 2023/PARKS							
77473	BRAINERD PUBLIC UTILITIES	05/01/2023	06/07/2023	3,879.67	0.00	Paid	Y
	3/24/23-4/24/23 PARKS UTILITIES	pziemer					06/07/2023
	230-5200-43381 BPU UTILITIES			3,778.82			
	230-5200-43380 UTILITIES			100.85			
MAY 2023/PARKS							
77922	BRAINERD PUBLIC UTILITIES	05/24/2023	06/21/2023	8,026.67	0.00	Paid	Y
	4/24/23-5/24/23 PARKS UTILITIES	pziemer					06/21/2023
	230-5200-43381 BPU UTILITIES			7,717.31			
	230-5280-43380 UTILITIES			122.05			
	230-5280-43380 UTILITIES			19.18			
	230-5280-43380 UTILITIES			168.13			
	Total for vendor 0296 - BRAINERD PUBLIC UTILITIES:			11,906.34	0.00		
Vendor MISC - BRIAN WALLACE:							
150 - BW							
77926	BRIAN WALLACE	06/03/2023	06/21/2023	250.00	0.00	Paid	Y
	LPW GRAND OPENING	pziemer					06/21/2023
	230-5211-42210 OPERATING SUPPLIES			250.00			
	Total for vendor MISC - BRIAN WALLACE:			250.00	0.00		
Vendor MISC - BRUCE ARCHER:							
2023-001							
77792	BRUCE ARCHER	06/04/2023	06/21/2023	200.00	0.00	Paid	Y
	LPW PARK GRAND OPENING	pziemer					06/21/2023
	230-5211-42210 OPERATING SUPPLIES			200.00			
	Total for vendor MISC - BRUCE ARCHER:			200.00	0.00		
Vendor 0307 - CENTERPOINT ENERGY:							
92166-0/MAY23/PARKS							
77630	CENTERPOINT ENERGY	05/23/2023	06/07/2023	166.95	0.00	Paid	Y
	4/15/23-5/15/23 PARKS UTILITIES	pziemer					06/07/2023
	230-5200-43380 UTILITIES			166.95			
	Total for vendor 0307 - CENTERPOINT ENERGY:			166.95	0.00		
Vendor 0125 - CONSOLIDATED TELEPHONE CO:							
21227763							
77862	CONSOLIDATED TELEPHONE CO	06/12/2023	06/21/2023	208.15	0.00	Paid	Y
	6/12-7/11 CAMPGROUND INTERNET/WIFI	pziemer					06/21/2023
	230-5200-43321 TELEPHONE			208.15			

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User: pziemer

DB: Brainerd

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21222630/PARKS							
77869	CONSOLIDATED TELEPHONE CO	06/12/2023	06/21/2023	49.28	0.00	Paid	Y
	6/12-7/11 PARKS PHONE	pziemer					06/21/2023
	230-5200-43321	TELEPHONE		49.28			
	Total for vendor 0125 - CONSOLIDATED TELEPHONE CO:			257.43	0.00		

Vendor 0900 - CUB FOODS - BRAINERD:

TRX: 150 PARKS

77818	CUB FOODS - BRAINERD	06/07/2023	06/21/2023	32.97	0.00	Paid	Y
	CONCESSIONS - CHEESE	pziemer					06/21/2023
	230-5204-42210	OPERATING SUPPLIES		32.97			
TRX 195 - PARKS							
77832	CUB FOODS - BRAINERD	06/02/2023	06/21/2023	47.88	0.00	Paid	Y
	ICE FOR SAFETY - YOUTH EVENTS	pziemer					06/21/2023
	230-5200-43430	MISCELLANEOUS		47.88			
	Total for vendor 0900 - CUB FOODS - BRAINERD:			80.85	0.00		

Vendor 3438 - DAHLHEIMER BEVERAGE:

1863938							
77541	DAHLHEIMER BEVERAGE	05/01/2023	06/07/2023	(18.00)	0.00	Paid	Y
	CREDIT FOR PINE-SOL	pziemer					06/07/2023
	230-5200-42220	REPAIR & MAINT		(18.00)			
1910961							
77615	DAHLHEIMER BEVERAGE	05/18/2023	06/07/2023	113.20	0.00	Paid	Y
	JANITORIAL - PARKS BATHROOMS	pziemer					06/07/2023
	230-5200-42220	REPAIR & MAINT		113.20			
1916819							
77616	DAHLHEIMER BEVERAGE	05/25/2023	06/07/2023	48.00	0.00	Paid	Y
	JANITORIAL - PARKS BATHROOMS	pziemer					06/07/2023
	230-5200-42220	REPAIR & MAINT		48.00			
1915226							
77617	DAHLHEIMER BEVERAGE	05/24/2023	06/07/2023	655.25	0.00	Paid	Y
	JANITORIAL - PARKS BATHROOMS	pziemer					06/07/2023
	230-5200-42220	REPAIR & MAINT		655.25			
1925301							
77822	DAHLHEIMER BEVERAGE	06/06/2023	06/21/2023	193.85	0.00	Paid	Y
	CONCESSIONS - POPCORN	pziemer					06/21/2023
	230-5204-42210	OPERATING SUPPLIES		193.85			
	Total for vendor 3438 - DAHLHEIMER BEVERAGE:			992.30	0.00		

Vendor 1859 - ENTERPRISE FM TRUST:

06/23/2023 01:34 PM

User: pziemer

DB: Brainerd

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
FBN4756643/PARKS							
77875	ENTERPRISE FM TRUST	06/03/2023	06/21/2023	2,298.36	0.00	Paid	Y
	JUNE 23 PARKS VEHICLE LEASES	pziemer					06/21/2023
	230-5200-43331	LEASE PAYMENTS		2,298.36			
	Total for vendor 1859 - ENTERPRISE FM TRUST:			2,298.36	0.00		
Vendor 3490 - ERLANDSON EPOXY:							
2041							
77908	ERLANDSON EPOXY	06/07/2023	06/21/2023	1,975.00	0.00	Paid	Y
	CONCESSIONS - REFINISH FLOORS	pziemer					06/21/2023
	230-5204-42220	REPAIR & MAINT		1,975.00			
	Total for vendor 3490 - ERLANDSON EPOXY:			1,975.00	0.00		
Vendor 0071 - FORUM COMMUNICATIONS COMPANY:							
220441-1							
77760	FORUM COMMUNICATIONS COMPANY	05/02/2023	06/21/2023	36.53	0.00	Paid	Y
	NOH: PROP. ORD 1549 ALCOHOL/PUBLIC P	pziemer					06/21/2023
	101-9200-43350	LEGAL PUBLICATIONS		36.53			
	Total for vendor 0071 - FORUM COMMUNICATIONS COMPANY:			36.53	0.00		
Vendor 0193 - GOODIN COMPANY:							
06638902-00							
77622	GOODIN COMPANY	05/25/2023	06/07/2023	315.51	0.00	Paid	Y
	LUM PARK TOILET REPAIR	pziemer					06/07/2023
	230-5200-42220	REPAIR & MAINT		315.51			
06638914-00							
77623	GOODIN COMPANY	05/25/2023	06/07/2023	52.45	0.00	Paid	Y
	LUM PARK TOILET REPAIR	pziemer					06/07/2023
	230-5200-42220	REPAIR & MAINT		52.45			
	Total for vendor 0193 - GOODIN COMPANY:			367.96	0.00		
Vendor 0356 - HIRSHFIELD'S DECORATING:							
09302573							
77450	HIRSHFIELD'S DECORATING	05/11/2023	06/07/2023	358.22	0.00	Paid	Y
	PAINT SUPPLIES - PARKS	pziemer					06/07/2023
	230-5200-42220	REPAIR & MAINT		358.22			
09305870							
77929	HIRSHFIELD'S DECORATING	06/14/2023	06/21/2023	54.77	0.00	Paid	Y
	PAINT - PARKS	pziemer					06/21/2023
	230-5200-42220	REPAIR & MAINT		54.77			
	Total for vendor 0356 - HIRSHFIELD'S DECORATING:			412.99	0.00		

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Vendor 3517 - ISD #181 BRAINERD PUBLIC SCHOOLS:							
BRD 2023-2							
77804	ISD #181 BRAINERD PUBLIC SCHOOLS	05/01/2023	06/21/2023	3,250.00	0.00	Paid	Y 06/21/2023
	2ND QTR PARKS & REC PROGRAMMING	pziemer					
	230-5200-43300	PROFESSIONAL SERVICES		3,250.00			
	Total for vendor 3517 - ISD #181 BRAINERD PUBLIC SCHOOLS:			3,250.00	0.00		
Vendor MISC - JOY SCHULTZ:							
51663506							
77645	JOY SCHULTZ	05/31/2023	06/07/2023	91.70	0.00	Paid	Y 06/07/2023
	PAVILLION REFUND	pziemer					
	230-0000-34780	PARK PAVILION FEES		85.00			
	101-0000-20810	STATE TAX PAYABLE		5.84			
	101-0000-20811	COUNTY SALES TAX		0.43			
	101-0000-20812	CITY TAX PAYABLE		0.43			
	Total for vendor MISC - JOY SCHULTZ:			91.70	0.00		
Vendor MISC - KEITH BINGGELI:							
6/6/23							
77809	KEITH BINGGELI	06/06/2023	06/21/2023	500.00	0.00	Paid	Y 06/21/2023
	LPW- GRAND OPENING	pziemer					
	230-5211-42210	OPERATING SUPPLIES		500.00			
	Total for vendor MISC - KEITH BINGGELI:			500.00	0.00		
Vendor 2141 - M&M EXPRESS SALES & SERVICE:							
440141							
77467	M&M EXPRESS SALES & SERVICE	05/11/2023	06/07/2023	508.64	0.00	Paid	Y 06/07/2023
	MOWER BLADES	pziemer					
	230-5200-42220	REPAIR & MAINT		508.64			
	Total for vendor 2141 - M&M EXPRESS SALES & SERVICE:			508.64	0.00		
Vendor 0889 - MENARDS - BAXTER:							
96699							
77491	MENARDS - BAXTER	05/08/2023	06/07/2023	79.43	0.00	Paid	Y 06/07/2023
	ADAPTORS/BUSHINGS	pziemer					
	230-5200-42220	REPAIR & MAINT		79.43			
96369							
77492	MENARDS - BAXTER	05/03/2023	06/07/2023	66.87	0.00	Paid	Y 06/07/2023
	SHOP SUPPLIES	pziemer					
	230-5200-42220	REPAIR & MAINT		66.87			

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96268 77493	MENARDS - BAXTER BALL VALVE/FASTENERS 230-5200-42220	05/01/2023 pziemer	06/07/2023	95.25 95.25	0.00	Paid	Y 06/07/2023
	REPAIR & MAINT						
97638 77775	MENARDS - BAXTER GREGORY PARK FOUNTAIN REPAIRS 230-5200-42220	05/24/2023 pziemer	06/21/2023	56.04 56.04	0.00	Paid	Y 06/21/2023
	REPAIR & MAINT						
95529 77776	MENARDS - BAXTER NEW SHOP SUPPLIES 230-5200-42220	05/01/2023 pziemer	06/21/2023	429.85 429.85	0.00	Paid	Y 06/21/2023
	REPAIR & MAINT						
97683 77777	MENARDS - BAXTER GREGORY PARK - R&M 230-5200-42220	05/25/2023 pziemer	06/21/2023	16.99 16.99	0.00	Paid	Y 06/21/2023
	REPAIR & MAINT						
97717 77778	MENARDS - BAXTER SHOP - WATER 230-5200-42210	05/25/2023 pziemer	06/21/2023	51.92 51.92	0.00	Paid	Y 06/21/2023
	OPERATING SUPPLIES						
98335 77797	MENARDS - BAXTER LIGHTBULBS - LUM PARK 230-5200-42220	06/05/2023 pziemer	06/21/2023	23.97 23.97	0.00	Paid	Y 06/21/2023
	REPAIR & MAINT						
Total for vendor 0889 - MENARDS - BAXTER:				820.32	0.00		

Vendor 3394 - MIDWEST MACHINERY CO:

9633200 77796	MIDWEST MACHINERY CO LOOP HANDLE TRIMMER AND SUPPLIES 230-5200-42240	05/31/2023 pziemer	06/21/2023	536.12 536.12	0.00	Paid	Y 06/21/2023
	SMALL TOOLS						
9642305 77858	MIDWEST MACHINERY CO GATORLINE 230-5200-42220	06/05/2023 pziemer	06/21/2023	58.02 58.02	0.00	Paid	Y 06/21/2023
	REPAIR & MAINT						
9654217 77910	MIDWEST MACHINERY CO HANDHELD BLOWER 230-5200-42240	06/13/2023 pziemer	06/21/2023	299.99 299.99	0.00	Paid	Y 06/21/2023
	SMALL TOOLS						
Total for vendor 3394 - MIDWEST MACHINERY CO:				894.13	0.00		

Vendor 0284 - OFFICE SHOP:

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1127336-0 77445	OFFICE SHOP MANILA ENVELOPES 230-5200-42200	05/12/2023 pziemer	06/07/2023	86.62	0.00	Paid	Y 06/07/2023
	OFFICE SUPPLIES			86.62			
	Total for vendor 0284 - OFFICE SHOP:			86.62	0.00		
Vendor 2137 - O'REILLY AUTOMOTIVE STORES INC.:							
1647-193492 77451	O'REILLY AUTOMOTIVE STORES INC. TRUCK LIGHT REPAIRS 230-5200-42220	05/11/2023 pziemer	06/07/2023	8.52	0.00	Paid	Y 06/07/2023
	REPAIR & MAINT			8.52			
1647-196121 77481	O'REILLY AUTOMOTIVE STORES INC. EASY PULL - SHOP TRAILER 230-5200-42220	05/22/2023 pziemer	06/07/2023	27.99	0.00	Paid	Y 06/07/2023
	REPAIR & MAINT			27.99			
	Total for vendor 2137 - O'REILLY AUTOMOTIVE STORES INC.:			36.51	0.00		
Vendor 2539 - PIONEER MANUFACTURING COMPANY:							
INV884144 77780	PIONEER MANUFACTURING COMPANY FIELD MAINT SUPPLIES 230-5200-42221	05/25/2023 pziemer	06/21/2023	439.90	0.00	Paid	Y 06/21/2023
	R&M-ATHLETIC FIELD MAINT			439.90			
	Total for vendor 2539 - PIONEER MANUFACTURING COMPANY:			439.90	0.00		
Vendor MISC - TIM PEABODY:							
150 - TP 77925	TIM PEABODY LPW GRAND OPENING 230-5211-42210	06/03/2023 pziemer	06/21/2023	250.00	0.00	Paid	Y 06/21/2023
	OPERATING SUPPLIES			250.00			
	Total for vendor MISC - TIM PEABODY:			250.00	0.00		
Vendor 0329 - TOMS BACKHOE SERVICE INC:							
7418 77914	TOMS BACKHOE SERVICE INC KIWANIS CLEARING - FINAL 229-0000-45530-23:07	06/09/2023 pziemer	06/21/2023	2,000.00	0.00	Paid	Y 06/21/2023
	PYMTS TO CONTRACTORS			2,000.00			
	Total for vendor 0329 - TOMS BACKHOE SERVICE INC:			2,000.00	0.00		
Vendor 0339 - UPPER LAKES FOODS INC:							
294629-00 77789	UPPER LAKES FOODS INC CONCESSIONS - CHIPS, PICKLES, BURGER	06/06/2023 pziemer	06/21/2023	1,793.39	0.00	Paid	Y 06/21/2023

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	230-5204-42210	OPERATING SUPPLIES		1,793.39			
295507-00 77806	UPPER LAKES FOODS INC CONCESSIONS - CHIPS 230-5204-42210	06/07/2023 pziemer OPERATING SUPPLIES	06/21/2023	191.16 191.16	0.00	Paid	Y 06/21/2023
294629-0A 77931	UPPER LAKES FOODS INC CONCESSIONS - CHIPS CREDIT 230-5204-42210	06/07/2023 pziemer OPERATING SUPPLIES	06/21/2023	(163.14) (163.14)	0.00	Paid	Y 06/21/2023
	Total for vendor 0339 - UPPER LAKES FOODS INC:			1,821.41	0.00		

Vendor 2939 - VIKING COCA COLA BOTTLING CO:

3164443 77767	VIKING COCA COLA BOTTLING CO CONCESSIONS - BAP BEVERAGES 230-5204-42210	06/05/2023 pziemer OPERATING SUPPLIES	06/21/2023	478.00 478.00	0.00	Paid	Y 06/21/2023
3164445 77768	VIKING COCA COLA BOTTLING CO CONCESSIONS - BHP BEVERAGES 230-5204-42210	06/05/2023 pziemer OPERATING SUPPLIES	06/21/2023	478.00 478.00	0.00	Paid	Y 06/21/2023
3164444 77769	VIKING COCA COLA BOTTLING CO CONCESSIONS - JCP BEVERAGES 230-5204-42210	06/05/2023 pziemer OPERATING SUPPLIES	06/21/2023	478.00 478.00	0.00	Paid	Y 06/21/2023
3169634 77819	VIKING COCA COLA BOTTLING CO CONCESSIONS - BEVERAGES -BANE 230-5204-42210	06/07/2023 pziemer OPERATING SUPPLIES	06/21/2023	43.00 43.00	0.00	Paid	Y 06/21/2023
3169637 77820	VIKING COCA COLA BOTTLING CO CONCESSIONS - BEVERAGES MMP 230-5204-42210	06/07/2023 pziemer OPERATING SUPPLIES	06/21/2023	521.00 521.00	0.00	Paid	Y 06/21/2023
3169633 77821	VIKING COCA COLA BOTTLING CO CONCESSIONS - BEVERAGES BHP 230-5204-42210	06/07/2023 pziemer OPERATING SUPPLIES	06/21/2023	43.00 43.00	0.00	Paid	Y 06/21/2023
	Total for vendor 2939 - VIKING COCA COLA BOTTLING CO:			2,041.00	0.00		

Vendor 0344 - WASTE PARTNERS INC:

35X01634 77745	WASTE PARTNERS INC MAY 23 PARKS WASTE REMOVAL	05/31/2023 pziemer	06/21/2023	834.60	0.00	Paid	Y 06/21/2023
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	230-5200-43380 UTILITIES			834.60			
	Total for vendor 0344 - WASTE PARTNERS INC:			834.60	0.00		
Vendor 3914 - WATSON COMPANY:							
134392 77911	WATSON COMPANY CONCESSIONS - CANDY/POPSICLES 230-5204-42210	06/06/2023 pziemer	06/21/2023	1,762.42	0.00	Paid	Y 06/21/2023
	OPERATING SUPPLIES			1,762.42			
	Total for vendor 3914 - WATSON COMPANY:			1,762.42	0.00		
Vendor 3199 - WEX BANK:							
89519184/PARKS 77888	WEX BANK MAY 2023 PARKS FUEL 230-5200-42212	05/31/2023 pziemer	06/21/2023	1,989.92	0.00	Paid	Y 06/21/2023
	MOTOR FUELS			1,989.92			
	Total for vendor 3199 - WEX BANK:			1,989.92	0.00		
Vendor 0346 - WIDSETH SMITH NOLTING:							
223415 77624	WIDSETH SMITH NOLTING IMP 21:17 LUM PARK ROAD/BOAT LAUNCH 401-9030-43300-21:17	05/22/2023 pziemer	06/07/2023	3,159.00	0.00	Paid	Y 06/07/2023
	PROFESSIONAL SERVICES			3,159.00			
	Total for vendor 0346 - WIDSETH SMITH NOLTING:			3,159.00	0.00		
Vendor 1712 - WSB & ASSOCIATES:							
R-018999-000-20 77505	WSB & ASSOCIATES IMP 21:16 MLT APRIL 2023 401-9030-43300-21:16	05/22/2023 pziemer	06/07/2023	2,155.50	0.00	Paid	Y 06/07/2023
	PROFESSIONAL SERVICES			2,155.50			
	Total for vendor 1712 - WSB & ASSOCIATES:			2,155.50	0.00		
PCard: 2257 U.S. BANK Card Holder: CITY HALL							
Vendor 3698 - AMAZON:							
5/11/23 77739	AMAZON PICKLEBALLS X100 230-5200-43430	05/11/2023 pziemer	06/21/2023	187.74	0.00	Paid	Y 06/21/2023
	MISCELLANEOUS			187.74			
	Total for vendor 3698 - AMAZON:			187.74	0.00		
Total PCard: 2257 U.S. BANK Card Holder: CITY HALL				187.74	0.00		

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PCard: 2257 U.S. BANK Card Holder: PARKS

Vendor 3711 - COSTCO:

5/18/23 77730	COSTCO SPECIAL EVENTS -FISHING CLINIC? 230-5211-42210	05/18/2023 pziemer	06/21/2023	241.32	0.00	Paid	Y 06/21/2023
	OPERATING SUPPLIES			241.32			
	Total for vendor 3711 - COSTCO:			241.32	0.00		

Vendor 0900 - CUB FOODS - BRAINERD:

5/18/23 77686	CUB FOODS - BRAINERD ICE - FIRST AID/SOFTBALL 230-5215-42210	05/18/2023 pziemer	06/21/2023	5.72	0.00	Paid	Y 06/21/2023
	OPERATING SUPPLIES			5.72			
	Total for vendor 0900 - CUB FOODS - BRAINERD:			5.72	0.00		

Vendor 3719 - FLEET FARM:

5/18/23 77687	FLEET FARM RAIN GEAR 230-5200-42210	05/18/2023 pziemer	06/21/2023	199.96	0.00	Paid	Y 06/21/2023
	OPERATING SUPPLIES			199.96			
5/9/23 77691	FLEET FARM NEW SHOP SUPPLIES 230-5200-42220	05/09/2023 pziemer	06/21/2023	308.48	0.00	Paid	Y 06/21/2023
	REPAIR & MAINT			308.48			
	Total for vendor 3719 - FLEET FARM:			508.44	0.00		

Vendor 0006 - WALMART COMMUNITY/GECRB:

5/18/23 77688	WALMART COMMUNITY/GECRB FISHING CLINIC SUPPLIES 230-5211-42210	05/18/2023 pziemer	06/21/2023	359.02	0.00	Paid	Y 06/21/2023
	OPERATING SUPPLIES			359.02			
5/20/23 77689	WALMART COMMUNITY/GECRB SPECIAL EVENTS 230-5211-42210	05/20/2023 pziemer	06/21/2023	60.98	0.00	Paid	Y 06/21/2023
	OPERATING SUPPLIES			60.98			
5/18/23 - 2 77690	WALMART COMMUNITY/GECRB FISHING CLINIC SUPPLIES 230-5211-42210	05/18/2023 pziemer	06/21/2023	489.54	0.00	Paid	Y 06/21/2023
	OPERATING SUPPLIES			489.54			
	Total for vendor 0006 - WALMART COMMUNITY/GECRB:			909.54	0.00		

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

PCard: 2257 U.S. BANK Card Holder: PARKS

Total PCard: 2257 U.S. BANK Card Holder: PARKS

# of Invoices:	86	# Due:	0	Totals:	54,405.21	0.00
# of Credit Memos:	2	# Due:	0	Totals:	(181.14)	0.00
Net of Invoices and Credit Memos:					54,224.07	0.00

--- TOTALS BY GL DISTRIBUTION ---

101-0000-20810	STATE TAX PAYABLE	5.84
101-0000-20811	COUNTY SALES TAX	0.43
101-0000-20812	CITY TAX PAYABLE	0.43
101-9200-43350	LEGAL PUBLICATIONS	36.53
229-0000-45530-23:07	PYMTS TO CONTRACTORS	2,000.00
230-0000-34780	PARK PAVILION FEES	85.00
230-5200-42200	OFFICE SUPPLIES	86.62
230-5200-42210	OPERATING SUPPLIES	251.88
230-5200-42212	MOTOR FUELS	1,989.92
230-5200-42220	REPAIR & MAINT	5,311.97
230-5200-42221	R&M-ATHLETIC FIELD MAINT	439.90
230-5200-42240	SMALL TOOLS	836.11
230-5200-43300	PROFESSIONAL SERVICES	10,750.00
230-5200-43321	TELEPHONE	466.44
230-5200-43331	LEASE PAYMENTS	2,298.36
230-5200-43380	UTILITIES	1,102.40
230-5200-43381	BPU UTILITIES	11,496.13
230-5200-43410	RENTAL EXPENSE	288.55
230-5200-43430	MISCELLANEOUS	235.62
230-5204-42210	OPERATING SUPPLIES	5,851.65
230-5204-42220	REPAIR & MAINT	1,975.00
230-5211-42210	OPERATING SUPPLIES	2,350.86
230-5215-42210	OPERATING SUPPLIES	140.72
230-5280-43380	UTILITIES	309.36
235-3100-42220	REPAIR & MAINT	46.10
400-9050-45530	CAPITAL - OTHER	517.81
401-1003-43430	MISCELLANEOUS	35.94
401-9030-43300-21:16	PROFESSIONAL SERVICES	2,155.50
401-9030-43300-21:17	PROFESSIONAL SERVICES	3,159.00

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Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
101	- GENERAL FUND			43.23	0.00		
229	- PANDEMIC GRANTS			2,000.00	0.00		
230	- PARK & RECREATION FUND			46,266.49	0.00		
235	- STREET & SEWER FUND			46.10	0.00		
400	- CAPITAL PROJECTS FUND			517.81	0.00		
401	- CONSTRUCTION FUND			5,350.44	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
0000	-			2,091.70	0.00		
1003	- 10:03 DWNTWN MAIN CNTRACT			35.94	0.00		
3100	- S & S MAINTENANCE			46.10	0.00		
5200	- PARK MAIN/ADMINISTRATION			35,553.90	0.00		
5204	- CONCESSIONS			7,826.65	0.00		
5211	- SPECIAL EVENTS PROGRAM			2,350.86	0.00		
5215	- ADULT SOFTBALL			140.72	0.00		
5280	- CAMPGROUND			309.36	0.00		
9030	- CONSTRUCTION PROJ-MISC			5,314.50	0.00		
9050	- CAPITAL PROJECTS-MISC			517.81	0.00		
9200	- CITY-WIDE			36.53	0.00		

As of May 31, 2023

	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	550	-	-	-	-	-	-	-	-	-	-
Total Rev fr Other Gov'ts	-	1,000	-	-	-	-	-	-	-	-	-	-
Charges for Services - User Fees	11,000	6,135	1,500	304	-	-	45,000	647	2,000	204	1,000	1,100
Other Revenue												
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	70,000	16,104	-	-	-	-	-	-	-	-	-	-
Contributions & Donations	-	307	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	1,000	-	-	-	-	-	-	-	-	-	-	-
Misc. Revenue	1,000	1,587	-	-	-	-	-	-	-	-	-	-
Total Charges for Services	72,000	17,998	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	118,000	25,683	1,500	304	-	-	45,000	647	2,000	204	1,000	1,100
Total Personal Services	768,161	292,904	451	423	9,398	13,621	16,571	72	-	-	-	418
Supplies												
Office and Operating Supplies	5,750	1,127	5,500	5,650	250	918	29,915	3,500	2,000	-	2,000	974
Motor Fuels	23,000	4,805	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	75,000	13,545	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance - Athletic Field	7,500	1,105	-	-	-	-	-	-	-	-	-	-
Small Tools	800	-	-	-	-	-	-	-	-	-	-	-
Total Supplies	112,050	20,582	5,500	5,650	250	918	29,915	3,500	2,000	-	2,000	974
Services												
Professional Services	28,000	3,250	-	-	-	-	-	-	-	-	-	-
Computer Technical Support	6,300	8,745	-	-	-	-	-	-	-	-	-	-
Telephone	2,580	1,033	-	-	-	-	-	-	-	-	-	-
Postage	200	9	-	-	-	-	-	-	-	-	-	-
Professional Development	2,100	-	-	-	-	-	-	-	-	-	-	-
Lease Payments	29,125	11,832	-	-	-	-	-	-	-	-	-	-
Printing/Legal Publications	1,000	19	-	-	-	-	-	-	-	-	-	-
Insurance	25,289	18,040	-	-	-	-	-	-	-	-	-	-
Utilities	79,300	15,633	-	-	-	-	-	-	-	-	-	-
Rent Expense	1,500	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	2,000	485	-	-	-	-	-	-	-	-	-	-
Dues and Subscriptions	1,100	839	-	-	-	-	-	-	-	-	-	-
Total Services	178,493	59,885	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	1,058,704	373,371	5,951	6,073	9,648	14,539	46,486	3,572	2,000	-	2,000	1,391
Other Revenue (Expenses)												
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(940,704)	(347,688)	(4,451)	(5,769)	(9,648)	(14,539)	(1,486)	(2,925)	-	204	(1,000)	(291)

As of May 31, 2023

	Kickball		Adult Softball		Campground		GRAND TOTAL	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Total Taxes and Penalties	-	-	-	-	-	-	35,000	550
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	1,000
Charges for Services - User Fees	3,000	-	50,000	32,027	40,000	25,095	153,500	65,512
Other Revenue								
Interest Income	-	-	-	-	-	-	-	-
Public Utility Electric Sales	-	-	-	-	-	-	70,000	16,104
Contributions & Donations	-	-	-	-	-	-	-	307
Misc. Program Revenue	-	-	-	-	-	-	1,000	-
Misc. Revenue	-	-	-	-	-	-	1,000	1,587
Total Charges for Services	-	-	-	-	-	-	72,000	17,998
TOTAL REVENUES	3,000	-	50,000	32,027	40,000	25,095	260,500	85,060
Total Personal Services	3,019	-	28,913	3,090	-	-	826,512	310,528
Supplies								
Office and Operating Supplies	600	-	14,000	8,976	500	150	60,515	21,296
Motor Fuels	-	-	-	-	-	-	23,000	4,805
Repairs & Maintenance	-	-	3,500	690	1,500	45	80,000	14,280
Repairs & Maintenance - Athletic Field	-	-	-	-	-	-	7,500	1,105
Small Tools	-	-	-	-	-	-	800	-
Total Supplies	600	-	17,500	9,666	2,000	195	171,815	41,485
Services								
Professional Services	-	-	-	-	-	-	28,000	3,250
Computer Technical Support	-	-	-	-	-	-	6,300	8,745
Telephone	-	-	-	-	800	275	3,380	1,308
Postage	-	-	-	-	-	-	200	9
Professional Development	-	-	-	-	-	-	2,100	-
Lease Payments	-	-	-	-	-	-	29,125	11,832
Printing/Legal Publications	-	-	-	-	100	-	1,100	19
Insurance	-	-	-	-	-	-	25,289	18,040
Utilities	-	-	-	-	3,300	-	82,600	15,633
Rent Expense	-	-	-	-	-	-	1,500	-
Miscellaneous	-	-	-	-	-	-	2,000	485
Dues and Subscriptions	-	-	-	-	-	-	1,100	839
Total Services	-	-	-	-	4,200	275	182,693	60,160
TOTAL OPERATING EXPENSES	3,619	-	46,413	12,756	6,200	470	1,181,021	412,173
Other Revenue (Expenses)								
Sale of Assets	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(619)	-	3,587	19,271	33,800	24,625	(920,521)	(327,113)



Brainerd Park Board Agenda Request

MEETING DATE: June 27, 2023

TITLE OF ITEM: Consent Agenda – Approve Park Facility Reservation Applications

ACTION: Action Requested

ACTION REQUESTED: Direction Requested

SUBMITTED BY: City Eng/PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: City Eng/PW Director Dehn

ESTIMATED TIME (MIN): Consent Agenda

SUMMARY OF ISSUE:

Attached to this item are applications to reserve park facilities. Items for Park Board consideration on the applications include large number of attendees, amplified sound, alcohol use, or other special considerations.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Should the Park Board wish to discuss any specific application, staff requests that the agenda item be pulled from the Consent Agenda and placed on New Business for discussion.

RECOMMENDED ACTION/MOTION:

Consent Agenda – Staff recommends approval without additional conditions.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)



Brainerd Parks & Recreation, MN
501 Laurel Street
Brainerd, MN 56401
218-828-2320
parks@ci.brainerd.mn.us
<https://www.ci.brainerd.mn.us/201/parks>

PERMIT #2351

Authorized On: 05/17/2023 01:14 PM

NOTE: Rental

Location

Lyman P. White Park
512 East River Road
Brainerd, MN 56401

Permit Holder

Bethlehem Lutheran Church
418 8th Ave NE
Brainerd, MN 56401

Authorized Agent

Cari LaRose
218-828-2320
parks@ci.brainerd.mn.us
<https://www.ci.brainerd.mn.us/201/Parks-Recreation>

RESERVATIONS

Location	Facility	Date	Time	Hours	Fee
Lyman P. White Park	Education Center	Wed, Aug 9th 2023	08:00 AM-10:00 PM	14.00	\$50.00
Lyman P. White Park	MLT Amphitheater	Wed, Aug 9th 2023	08:00 AM-10:00 PM	14.00	\$150.00
				TOTAL:	\$200.00

CHARGES

LOCATION	FACILITY	DESCRIPTION	TOTAL	PAID	BALANCE DUE
Lyman P. White Park	Education Center	Aug 9, 2023 8:00 AM-10:00 PM	\$50.00	\$50.00	\$0.00
Lyman P. White Park	MLT Amphitheater	Aug 9, 2023 8:00 AM-10:00 PM	\$150.00	\$150.00	\$0.00
TOTAL:			\$200.00	\$200.00	\$0.00

PAYMENTS

RECEIPT #	DATE/TIME	DESCRIPTION	AMOUNT
53194939	05/17/2023 01:14 PM	Check (#1824)	\$200.00
			TOTAL: \$200.00

PROMPT RESPONSES

Location	Facilities	Date	Days
Lyman P. White Park	Education Center MLT Amphitheater	08/09/2023	Wed

#1 - Does your event have any other special considerations? If so, please describe.

Response: no

Lyman P. White Park	MLT Amphitheater	08/09/2023	Wed
#2 - Does your event require additional restrooms? If so, what company is contracted for restrooms and where will they be located?			

Response: no

Lyman P. White Park	MLT Amphitheater	08/09/2023	Wed
#3 - Will you require additional Trash Disposal? If so, what company is contracted for Trash Disposal?			

Response: no

Lyman P. White Park	MLT Amphitheater	08/09/2023	Wed
#4 - Times you will be in/out of the Amphitheater. Please include setup and cleanup in the times.			

Response: 12-9

Lyman P. White Park	Education Center MLT Amphitheater	08/09/2023	Wed
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#5 - Will your event have amplified sound? Describe the sound amplification equipment to be used in your event and the times. 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.

Response: musical instruments and speakers

Lyman P. White Park	Education Center MLT Amphitheater	08/09/2023	Wed
#6 - Will your event include concessions and/or a Food truck or other Vendors? If so, Concession company name and what products are served? What vendors?			

Response: no

Lyman P. White Park	Education Center MLT Amphitheater	08/09/2023	Wed
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#7 - Do you have equipment requiring electrical usage? If so, describe the type of equipment to be used.

Response: yes microphones

Lyman P. White Park	MLT Amphitheater	08/09/2023	Wed
#8 - Does your event require a layout and street site map? Please note you will need to contact the Parks Department and 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.			

Response: no

Lyman P. White Park	Education Center MLT Amphitheater	08/09/2023	Wed
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#9 - Type of Event Description of Activities

Response: Picnic followed by outdoor worship service

Lyman P. White Park	Education Center MLT Amphitheater	08/09/2023	Wed
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#10 - Number of people attending the event.

Response: 200

Lyman P. White Park	MLT Amphitheater	08/09/2023	Wed
#11 - Will you require overnight storage? If set up is needed for an event the day before, it is required you pay for the additional day. Overnight storage is at your own risk. No overnight camping is allowed.			

Response: no

Lyman P. White Park	Education Center	08/09/2023	Wed
#12 - Times you will be in/out of the pavilion. Please include setup and cleanup in the times.			

Response: 12-9

Lyman P. White Park	MLT Amphitheater	08/09/2023	Wed
#13 - What type of Organization is this? Profit or Non Profit?			

Response: Non Profit

Lyman P. White Park	MLT Amphitheater	08/09/2023	Wed
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#14 - How often will this event be held?

Response: Annual

Lyman P. White Park	Education Center MLT Amphitheater	08/09/2023	Wed
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#15 - Sales Tax Exempt?

Response: Yes

Lyman P. White Park	Education Center MLT Amphitheater	08/09/2023	Wed
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#16 - Do you plan to use signs or banners? Locations and descriptions? 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 hangers.

Response: unsure but discussed the policy with Cori

Lyman P. White Park	MLT Amphitheater	08/09/2023	Wed
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#17 - Are you requesting to have a street closed for your event? An additional Event/Street closure request application will be required to be submitted and approved by City Council.

Response: no

Cancel within 30 days



Brainerd Parks & Recreation, MN
501 Laurel Street
Brainerd, MN 56401
218-828-2320
parks@ci.brainerd.mn.us
<https://www.ci.brainerd.mn.us/201/parks>

PERMIT #2406

Authorized On: 06/01/2023 09:12 AM

NOTE: Rental

Location Kiwanis Park 1101 East River Road Brainerd, MN 56401	Permit Holder Talia Brodhead 204 Laurel St #31 Brainerd, MN 56401	Authorized Agent Toni Gage 218-828-2320 parks@ci.brainerd.mn.us https://www.ci.brainerd.mn.us/201/Parks-Recreation
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RESERVATIONS

Location	Facility	Date	Time	Hours	Fee
Kiwanis Park	Kiwanis Park Pavilion 2	Thu, Sep 21st 2023	08:00 AM-10:00 PM	14.00	\$50.00
Kiwanis Park	Kiwanis Park Pavilion 1	Thu, Sep 21st 2023	03:00 PM-08:00 PM	5.00	\$50.00
TOTAL:					\$100.00

CHARGES

LOCATION	FACILITY	DESCRIPTION	TOTAL	PAID	BALANCE DUE
Kiwanis Park	Kiwanis Park Pavilion 1	Sep 21, 2023 3:00 PM-8:00 PM	\$50.00	\$50.00	\$0.00
Kiwanis Park	Kiwanis Park Pavilion 2	Sep 21, 2023 8:00 AM-10:00 PM	\$50.00	\$50.00	\$0.00
TOTAL:			\$100.00	\$100.00	\$0.00

PAYMENTS

RECEIPT #	DATE/TIME	DESCRIPTION	AMOUNT
53959685	06/01/2023 09:12 AM	Check (#9053)	\$100.00
TOTAL:			\$100.00

PROMPT RESPONSES

Location	Facilities	Date	Days
Kiwanis Park	Kiwanis Park Pavilion 1 Kiwanis Park Pavilion 2	09/21/2023	Thu

#1 - Does your event have any other special considerations? If so, please describe.

Response: Picnic Tables

Kiwanis Park	Kiwanis Park Pavilion 1 Kiwanis Park Pavilion 2	09/21/2023	Thu
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#2 - Will your event have amplified sound? Describe the sound amplification equipment to be used in your event and the times. 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.

Response: Yes- DJ

Kiwanis Park	Kiwanis Park Pavilion 1 Kiwanis Park Pavilion 2	09/21/2023	Thu
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#3 - Will your event include concessions and/or a Food truck or other Vendors? If so, Concession company name and what products are served? What vendors?

Response: Food delivered by Dough Bros

Kiwanis Park	Kiwanis Park Pavilion 1 Kiwanis Park Pavilion 2	09/21/2023	Thu
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#4 - Do you have equipment requiring electrical usage? If so, describe the type of equipment to be used.

Response: Yes- DJ

Kiwanis Park	Kiwanis Park Pavilion 1 Kiwanis Park Pavilion 2	09/21/2023	Thu
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#5 - Type of Event Description of Activities

Response: Recovery Event- BLADE Yard Games and Walk around Boom Lake

Kiwanis Park	Kiwanis Park Pavilion 1 Kiwanis Park Pavilion 2	09/21/2023	Thu
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#6 - Number of people attending the event.

Response: 100

Kiwanis Park	Kiwanis Park Pavilion 1 Kiwanis Park Pavilion 2	09/21/2023	Thu
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#7 - Times you will be in/out of the pavilion. Please include setup and cleanup in the times.

Response: 3p-8p

Kiwanis Park	Kiwanis Park Pavilion 1 Kiwanis Park Pavilion 2	09/21/2023	Thu
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#8 - Sales Tax Exempt?

Response: Yes

The pavilion has six picnic tables to accommodate 30-50 comfortably. Electrical outlets are located on the building exterior and on an outside post. Water is available only if the restrooms are open. For after-hours emergency maintenance issues call 218-851-8455.

Waiver

Rental fees must be paid and this permit signed and returned no later than 14 days from the permit issue date. If the reservation is made less than 30 days in advance, payment and signature are due immediately. The City of Brainerd reserves the right to cancel any reservation if payment and the signed permit are not received in a timely manner. Cancellation of this reservation less than 30 days in advance of the event date will result in forfeiture of the rental fee. Cancellation of this reservation 30 or more days in advance will be refunded less a \$10.00 administration fee. Rental fees are not refundable due to inclement weather.

All trash generated by my 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. Amplified entertainment equipment is prohibited. Small canopies up to 12' X 12' are allowed; large tent canopies are not.

This park facility permit means you have exclusive use of the facility(s) for the date/time shown on the permit. Please have your permit with you the day of your event.

I hereby for myself or any representatives of my organization or group waive and release any and all rights and claims for damages I or representatives of my organization or group have against the City of Brainerd and its representatives for any and all injuries suffered at any City of Brainerd facility. I also assume full responsibility for any damages to equipment or to the facility during my use.



Brainerd Parks & Recreation, MN
501 Laurel Street
Brainerd, MN 56401
218-828-2320
parks@ci.brainerd.mn.us
<https://www.ci.brainerd.mn.us/201/parks>

PERMIT #2353

Authorized On: 05/18/2023 09:36 AM

NOTE: Rental

Location

Lum Park
1619 Washington Street NE
Brainerd, MN 56401

Permit Holder

Teresa Anderson
10055 Thiesse Rd.
Brainerd, MN 56401

RESERVATIONS

Location	Facility	Date	Time	Hours	Fee
Lum Park	Lum Park Pavilion 1	Fri, Aug 11th 2023	01:00 PM-10:00 PM	9.00	\$65.00
				TOTAL:	\$65.00

CHARGES

LOCATION	FACILITY	DESCRIPTION	TOTAL	PAID	BALANCE DUE
Lum Park	Lum Park Pavilion 1	Aug 11, 2023 1:00 PM-10:00 PM	\$65.00	\$65.00	\$0.00
TOTAL:			\$65.00	\$65.00	\$0.00

PAYMENTS

RECEIPT #	DATE/TIME	DESCRIPTION	AMOUNT
53224913	05/18/2023 09:36 AM	Credit/Debit	\$70.13
			TOTAL: \$70.13

PROMPT RESPONSES

Location	Facilities	Date	Days
Lum Park	Lum Park Pavilion 1	08/11/2023	Fri

#1 - Does your event have any other special considerations? If so, please describe.

Response: Looking to have bounce equipment provided by Party Time Rental and Party World for work team experiences.

Lum Park Lum Park Pavilion 1 08/11/2023 Fri
#2 - Will your event have amplified sound? Describe the sound amplification equipment to be used in your event and the times. 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.

Response: Just one speaker with a microphone for announcements from president.

Lum Park	Lum Park Pavilion 1	08/11/2023	Fri
#3 - Will your event include concessions and/or a Food truck or other Vendors? If so, Concession company name and what products are served? What vendors?			

Response: Will include food. Looking to have catering from Chef Mike.

Lum Park	Lum Park Pavilion 1	08/11/2023	Fri
#4 - Do you have equipment requiring electrical usage? If so, describe the type of equipment to be used.			

Response: Yes, Speaker with a microphone.

Lum Park	Lum Park Pavilion 1	08/11/2023	Fri
#5 - Type of Event Description of Activities			

Response: Company Picnic Games and Eating

Lum Park	Lum Park Pavilion 1	08/11/2023	Fri
#6 - Number of people attending the event.			

Response: 150

Lum Park	Lum Park Pavilion 1	08/11/2023	Fri
#7 - Times you will be in/out of the pavilion. Please include setup and cleanup in the times.			

Response: Looking to start set up around 1:00pm and then have everything taken down by 10:00pm. Party will run from 5-9pm.

Lum Park	Lum Park Pavilion 1	08/11/2023	Fri
#8 - Sales Tax Exempt?			

Response: No

The pavilion has 12 picnic tables to accommodate 100-120 comfortably. Outlets are located in the upper SW corner and renters will need to bring extension cords. Water is available on the outside of the restroom building. For after-hours emergency maintenance issues call 218-851-8455.

Waiver

Rental fees must be paid and this permit signed and returned no later than 14 days from the permit issue date. If the reservation is made less than 30 days in advance, payment and signature are due immediately. The City of Brainerd reserves the right to cancel any reservation if payment and the signed permit are not received in a timely manner. Cancellation of this reservation less than 30 days in advance of the event date will result in forfeiture of the rental fee. Cancellation of this reservation 30 or more days in advance will be refunded less a \$10.00 administration fee. Rental fees are not refundable due to inclement weather.

All trash generated by my 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. Amplified entertainment equipment is prohibited. Small canopies up to 12' X 12' are allowed; large tent canopies are not.

This park facility permit means you have exclusive use of the facility(s) for the date/time shown on the permit. Please have your permit with you the day of your event.

I hereby for myself or any representatives of my organization or group waive and release any and all rights and claims for damages I or representatives of my organization or group have against the City of Brainerd and its representatives for any and all injuries suffered at any City of Brainerd facility. I also assume full responsibility for any damages to equipment or to the facility during my use.



Brainerd Parks & Recreation, MN
 501 Laurel Street
 Brainerd, MN 56401
 218-828-2320
 parks@ci.brainerd.mn.us
<https://www.ci.brainerd.mn.us/201/parks>

PERMIT #2439

Authorized On: 06/09/2023 11:58 AM

NOTE: Rental

Location

Memorial Park
 1700 Mill Ave
 Brainerd, MN 56401

Permit Holder

Charlette Duffney
 13650 Elder DR
 Costco
 Baxter, MN 56425

Authorized Agent

Toni Gage
 218-828-2320
 parks@ci.brainerd.mn.us
<https://www.ci.brainerd.mn.us/201/Parks-Recreation>

RESERVATIONS

Location	Facility	Date	Time	Hours	Fee
Memorial Park	Memorial Park Pavilion w/optional Kitchenette	Sat, Aug 12th 2023	02:00 PM-08:00 PM	6.00	\$70.00
					TOTAL: \$70.00

CHARGES

LOCATION	FACILITY	DESCRIPTION	TOTAL PAID		BALANCE DUE
Memorial Park	Memorial Park Pavilion w/optional Kitchenette	Aug 12, 2023 2:00 PM-8:00 PM	\$70.00	\$0.00	\$70.00
			TOTAL:	\$70.00 \$0.00	\$70.00

PROMPT RESPONSES

Location	Facilities	Date	Days
Memorial Park	Memorial Park Pavilion w/optional Kitchenette	08/12/2023	Sat

#1 - Does your event have any other special considerations? If so, please describe.

Response: Tye Dying will take place away from the splash pad and water sources.

Memorial Park	Memorial Park Pavilion w/optional Kitchenette	08/12/2023	Sat
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#2 - Will your event have amplified sound? Describe the sound amplification equipment to be used in your event and the times. 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.

Response: Yes- Speaker

Memorial Park	Memorial Park Pavilion w/optional Kitchenette	08/12/2023	Sat
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#3 - Will your event include concessions and/or a Food truck or other Vendors? If so, Concession company name and what products are served? What vendors?

Response: Bring your own family picnic

Memorial Park	Memorial Park Pavilion w/optional Kitchenette	08/12/2023	Sat
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#4 - Do you have equipment requiring electrical usage? If so, describe the type of equipment to be used.

Response: Yes- Music (speaker)

Memorial Park	Memorial Park Pavilion w/optional Kitchenette	08/12/2023	Sat
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#5 - Type of Event Description of Activities

Response: Employee Family Picnic-- Tye Dye Party

Memorial Park	Memorial Park Pavilion w/optional Kitchenette	08/12/2023	Sat
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#6 - Number of people attending the event.

Response: 100

Memorial Park	Memorial Park Pavilion w/optional Kitchenette	08/12/2023	Sat
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#7 - Times you will be in/out of the pavilion. Please include setup and cleanup in the times.

Response: 2p-8p

Memorial Park	Memorial Park Pavilion w/optional Kitchenette	08/12/2023	Sat
---------------	---	------------	-----

#8 - Sales Tax Exempt?

Response: No

The pavilion has four permanent picnic tables to accommodate up to 32 comfortably. Electrical outlets are located on the building exterior and water is available only if the restrooms are open. For after-hours emergency maintenance issues call 218-851-8455.

Waiver

Rental fees must be paid and this permit signed and returned no later than 14 days from the permit issue date. If the reservation is made less than 30 days in advance, payment and signature are due immediately. The City of Brainerd reserves the right to cancel any reservation if payment and the signed permit are not received in a timely manner. Cancellation of this reservation less than 30 days in advance of the event date will result in forfeiture of the rental fee. Cancellation of this reservation 30 or more days in advance will be refunded less a \$10.00 administration fee. Rental fees are not refundable due to inclement weather.

All trash generated by my 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. Amplified entertainment equipment is prohibited. Small canopies up to 12' X 12' are allowed; large tent canopies are not.

This park facility permit means you have exclusive use of the facility(s) for the date/time shown on the permit. Please have your permit with you the day of your event.

I hereby for myself or any representatives of my organization or group waive and release any and all rights and claims for damages I or representatives of my organization or group have against the City of Brainerd and its representatives for any and all injuries suffered at any City of Brainerd facility. I also assume full responsibility for any damages to equipment or to the facility during my use.



Brainerd Park Board Agenda Request

MEETING DATE: June 27, 2023

TITLE OF ITEM: Presentation on Age Friendly Brainerd

ACTION: Information Only

ACTION REQUESTED: Discussion Item

SUBMITTED BY: City Eng/PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: City Eng/PW Director Dehn

ESTIMATED TIME (MIN): 15 Minutes

SUMMARY OF ISSUE:

This is a presentation of Age Friendly Cities by Eleanor Burkett. This presentation will detail the state of the aging population in the region, the process for a city to become officially designated Age-Friendly, and explain exactly what makes a city age friendly.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

The purpose of the presentation is to inform the Park Board about Age Friendly Cities and ask the presenter any questions. The Parks & Recreation program has several facets that have potential impacts on an aging population.

RECOMMENDED ACTION/MOTION:

Presentation Only.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: Click to enter text

Is this budgeted? (Please Explain) Click to enter text

Age Friendly Brainerd, MN

**Brainerd Park Board
June 27, 2023**

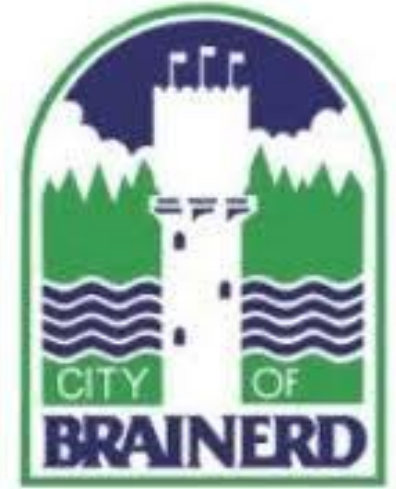
Eleanor Burkett
Central MN Council on Aging
Community Development Specialist



What is Age Friendly?

- Why Brainerd?
- Overview of Age Friendly Communities
- Examples of AF MN Communities
- The Process

What Makes Brainerd a Great Place to Live?



Crow Wing County Older Adults Demographics

- In 2020, an estimated 22.9% of Minnesota's population was adults aged 60+
 - 31.2% of Crow Wing County's population was adults aged 60+
- As of 2019, in Crow Wing County it is estimated that 23.2% of persons 60+ were living alone compared to 22.2% in the region and 25.5% in the state.
- The Family Caregiver Ratio in MN is 8 for the CMCOA region it is 7
 - Crow Wing County's ratio is 9
- In 2021, it is estimated that 7.6% of Minnesotans 60+ are living below the poverty threshold.
 - 7.7% in Crow Wing County

Community Preferences & Trends



- Aging Population
- Real Estate & Infrastructure Development
- Progress & Preferences



AARP Livable Communities



- Engaging older adults
- Research & Resources
- Demonstrations & Grants



AARP Network of Age-Friendly Communities in Minnesota



Alexandria

St. Cloud

Princeton

Wyoming

Brooklyn Park

Maple Grove

Minneapolis

West St. Paul

Oakdale

Duluth

Northfield

Pine Island

Wabasha

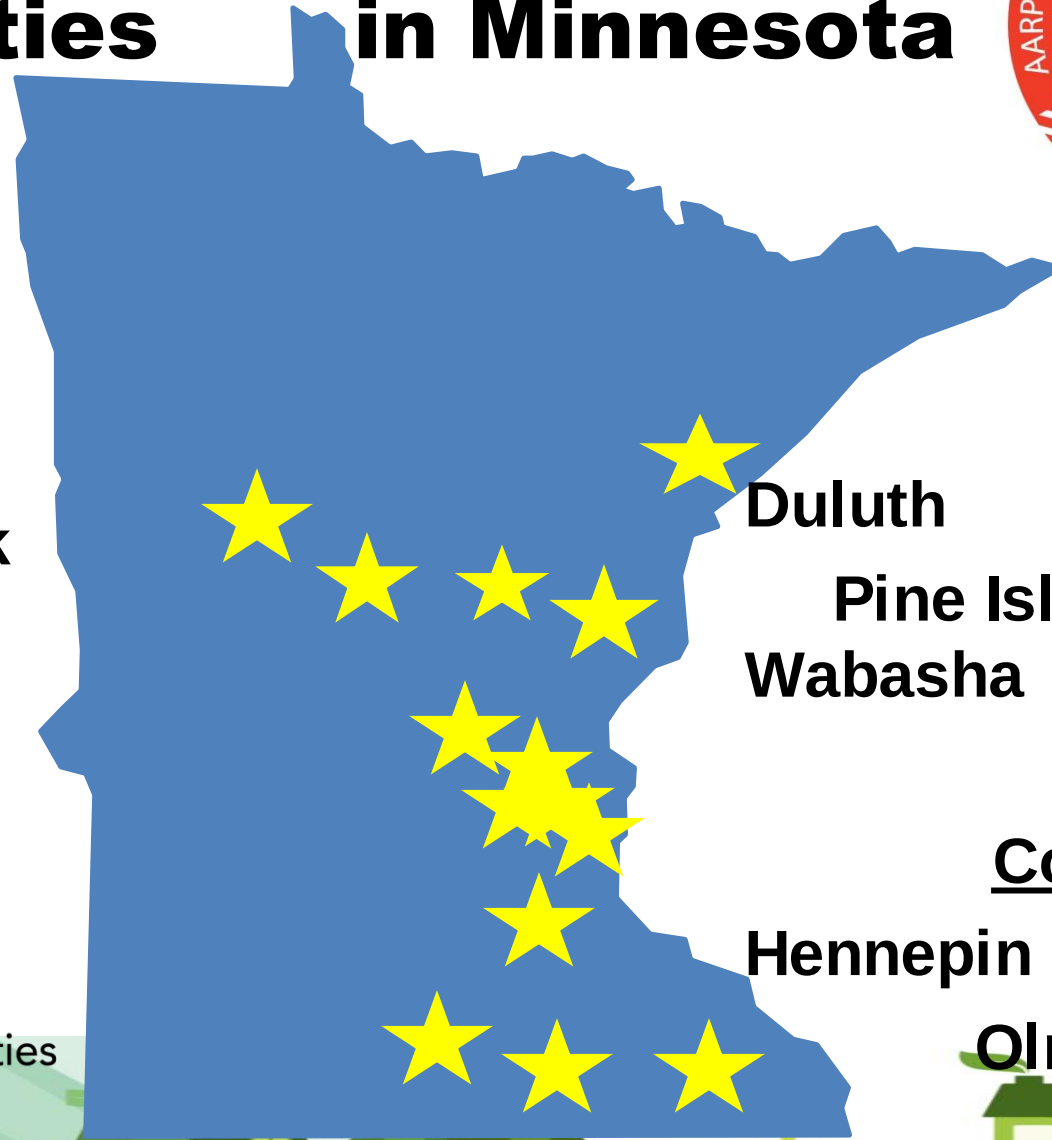
Oronoco

Counties:

Hennepin

Lake

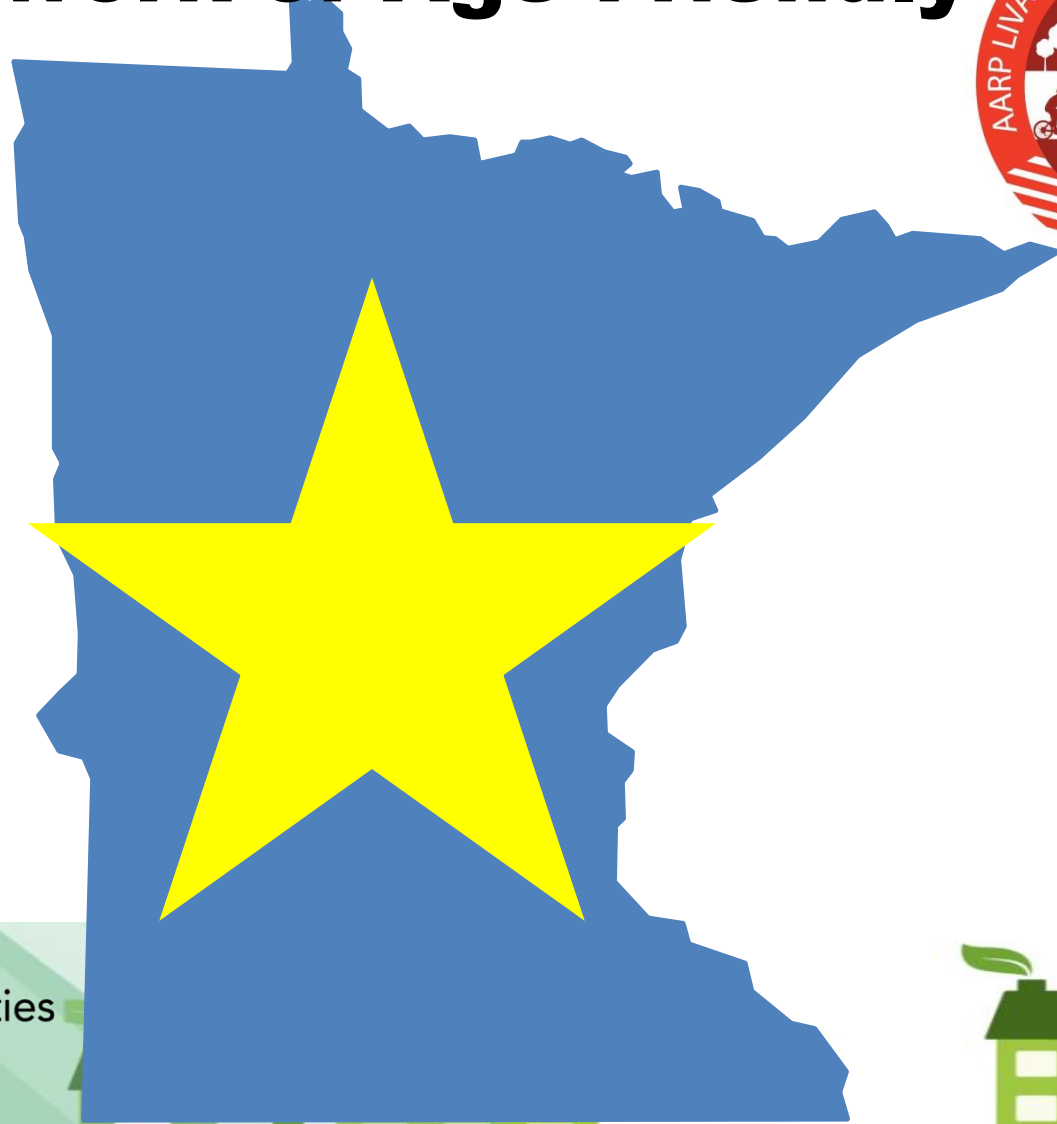
Olmstead



AARP® Real Possibilities
Minnesota



AARP Network of Age-Friendly States



AARP® Real Possibilities
Minnesota



8 Domains of Livability



- Outdoor Spaces & Buildings
- Transportation
- Housing



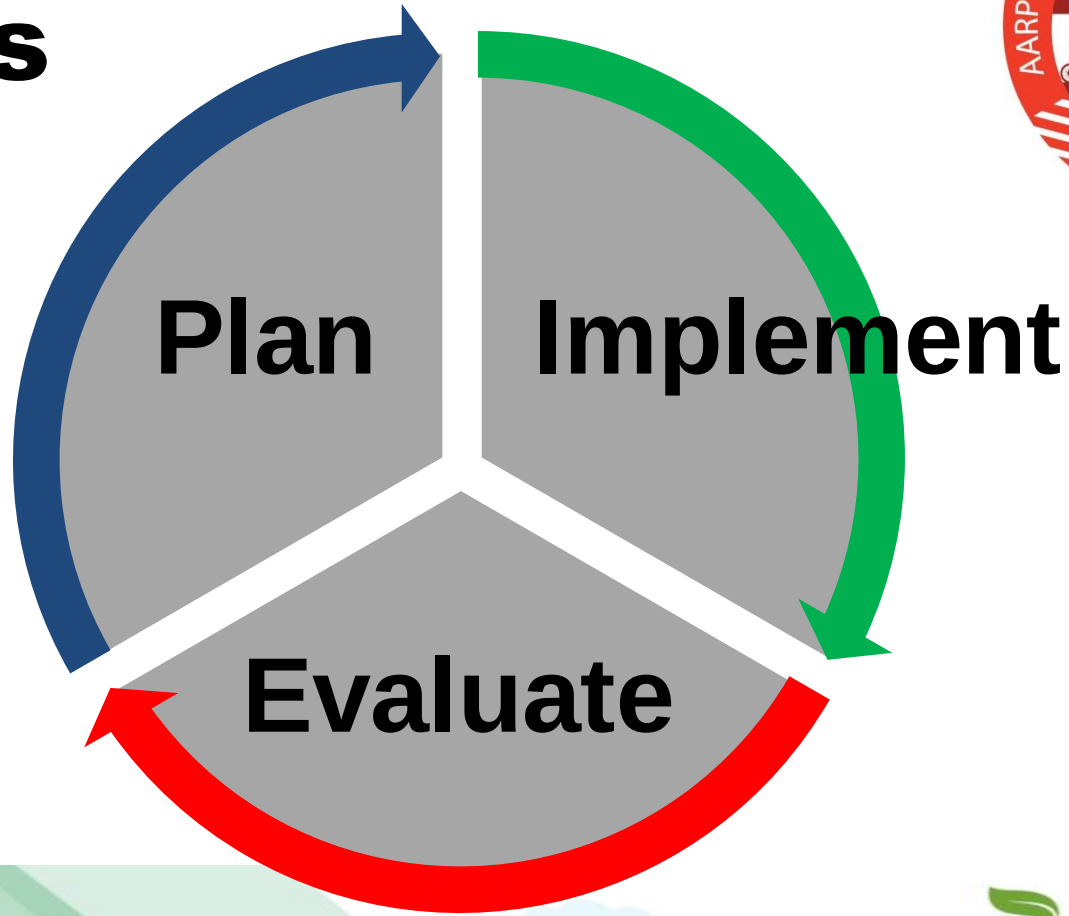
8 Domains of Livability



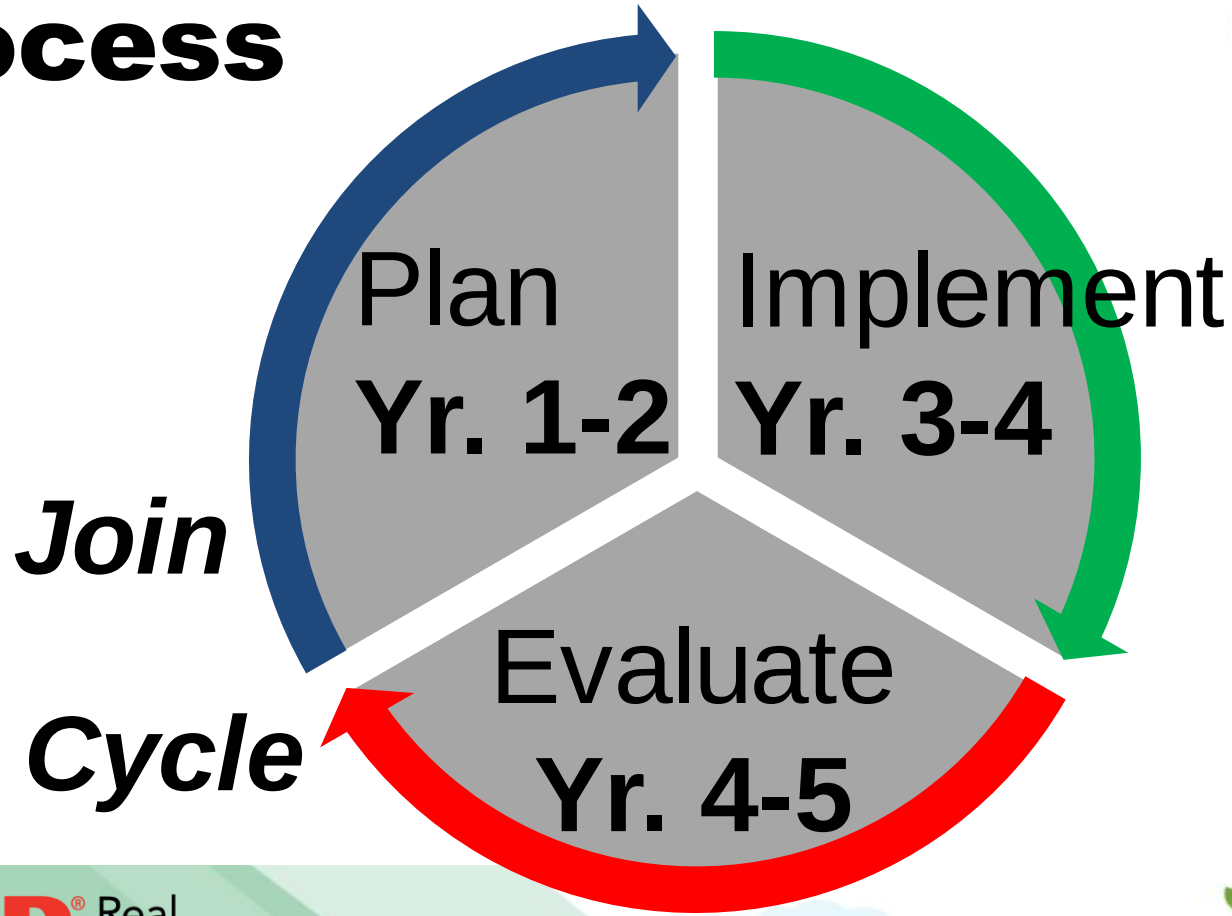
- **Social Participation**
- **Respect & Social Inclusion**
- **Civic Participation & Employment**
- **Communication & Information**
- **Community & Health Services**



Age-Friendly Process



Age-Friendly Process



Impact of Membership

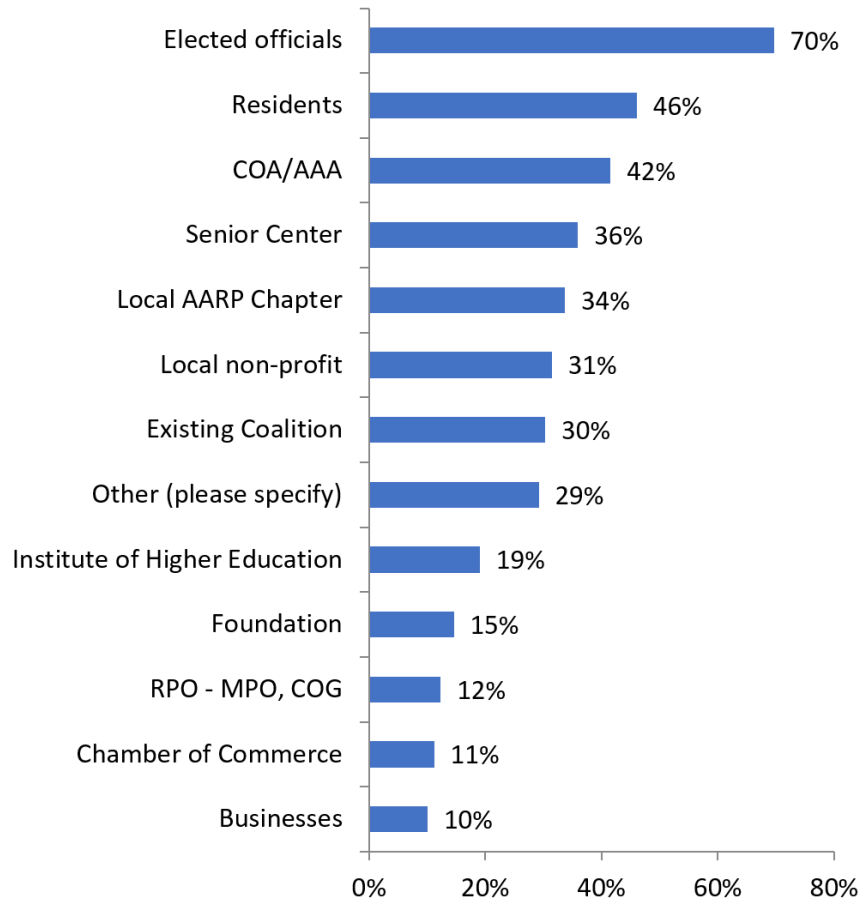


- 60% - achieved change in public policy
- 34% - private sector action or investment
- 85% - other successes

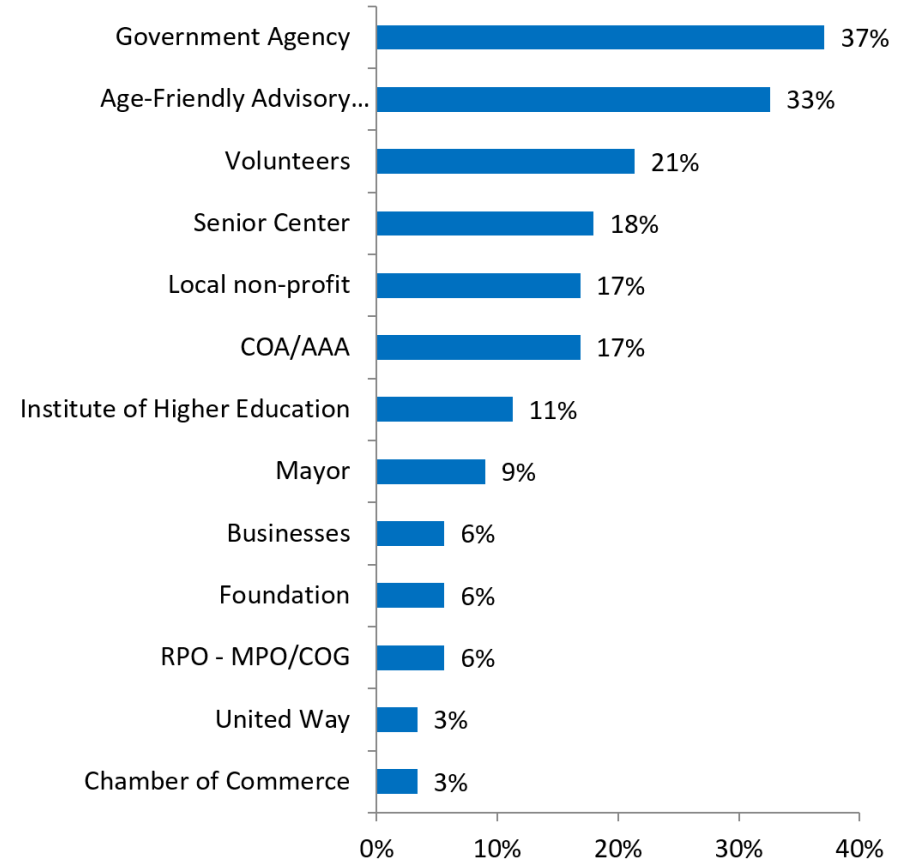


Age-friendly champions (pre- and during) are many

Who were the major champions that supported enrollment? Check all that apply.



Who serves as the lead organization(s) to coordinate the age-friendly work? Check all that apply.



COA/AAA: Council on/Area Agency on Aging
RPO: Regional Planning Organization
MPO: Metropolitan Planning Organization
COG: Council of Government

Food for Thought



It's logical to think about “gaps” and unmet needs, but what are the strengths that make your communities age-friendly?



You Are Not Alone!

AARP Minnesota

Jay Haapala

Associate State Director

jhaapala@aarp.org

651-726-5654



Central MN Council on Aging

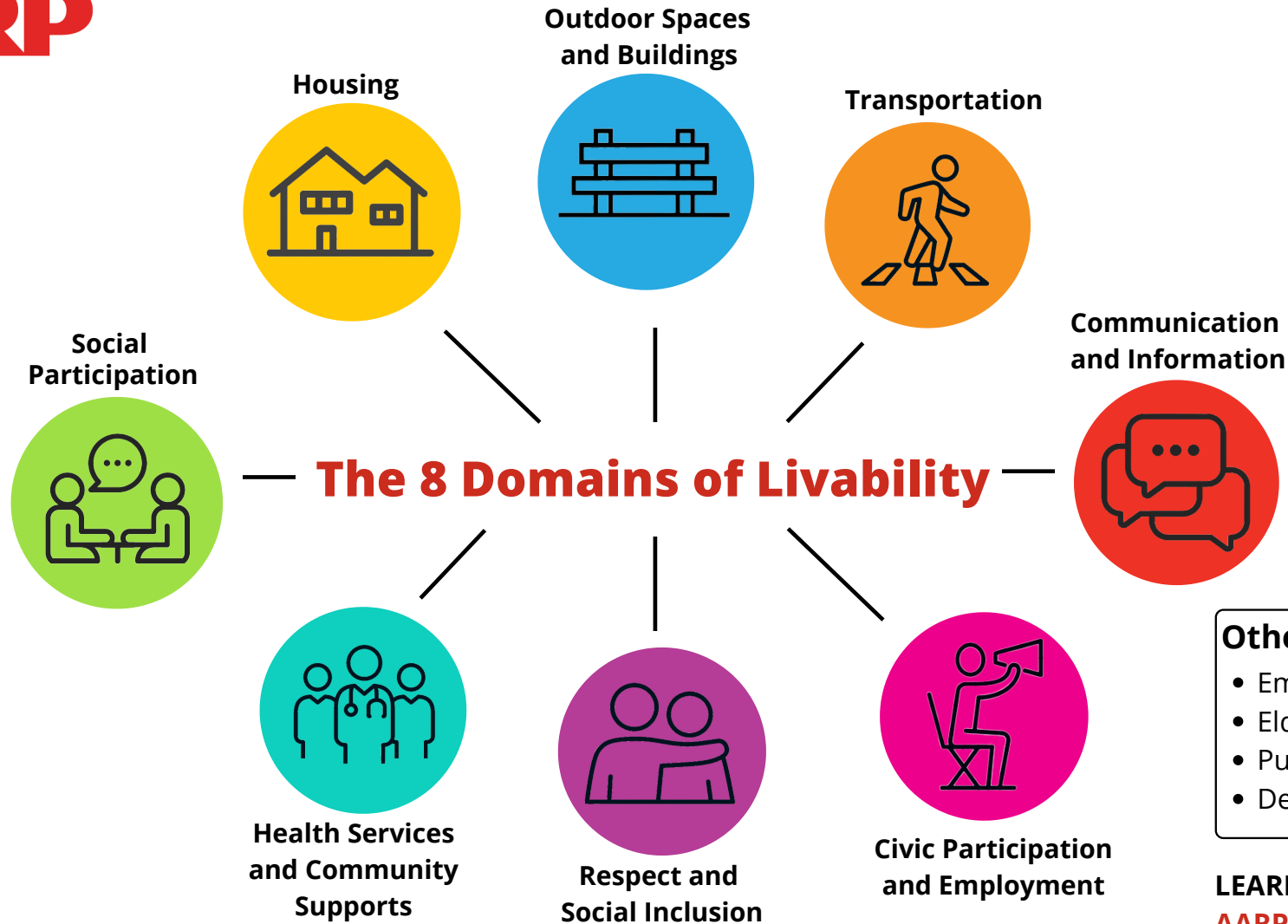
Eleanor Burkett

Community Development Specialist

Eleanor.burkett@cmcoa.org

218-454-0940





Other Areas

- Emergency Preparedness
- Elder abuse
- Public safety
- Dementia-friendly

LEARN MORE

[AARP.org/Livable](https://www.aarp.org/Livable)



LIVABLE COMMUNITIES RESOURCES

AARP Livable Communities supports the efforts of neighborhoods, towns, cities and rural areas to be great places for people of all ages. We believe that communities should provide safe, walkable streets; age-friendly housing and transportation options; access to needed services; and opportunities for residents of all ages to participate in community life.

AARP Livable Communities Website

AARP Livable Communities' award-winning website is the entryway to AARP's suite of livability content and materials, including publications, articles, photo albums and all sorts of inspiring ideas and best practices information for local leaders and livability advocates.

Visit: [AARP.org/Livable](https://www.aarp.org/Livable)

AARP Livable Communities e-Newsletter

Created for community "influencers" — elected officials, local leaders, advocates, municipal staff, placemaking professionals and interested residents — our free weekly newsletter is filled with information about livability and age-friendly efforts.

Subscribe: [AARP.org/LivableSubscribe](https://www.aarp.org/LivableSubscribe) or text **LIVABLE to 50757**

AARP Network of Age-Friendly States and Communities

The age-friendly network serves as a catalyst to educate local leaders (both elected officials and engaged residents) and encourage them to implement the types of changes that make communities more livable for older adults and people of all age.

Learn more: [AARP.org/AgeFriendly](https://www.aarp.org/AgeFriendly)

AARP Community Challenge

This annual grant program helps communities become more livable by providing funds for quick-action projects that make immediate, tangible improvements and jump-start long-term change. *(Subscribe to our newsletter to be among the first to know when the next application window opens.)*

Learn more: [AARP.org/CommunityChallenge](https://www.aarp.org/CommunityChallenge)

AARP Livability Index

As an interactive online tool, the AARP Livability Index scores neighborhoods and communities across the U.S. based on the available services and amenities in seven broad categories of community livability: housing, neighborhood, transportation, environment, health, engagement, and opportunity.

Learn more: [AARP.org/LivabilityIndex](https://www.aarp.org/LivabilityIndex)

AARP Technical Assistance

AARP partners with experts in housing, transportation, economic development, public spaces, community engagement and more to search as advisors and provide specialized assistance to local governments and community organizations.

Learn more by emailing:

Livable@AARP.org

CONNECT WITH US

 [AARP.ORG/LIVABLE](https://www.aarp.org/LIVABLE)

 [@AARPLIVABLE](https://twitter.com/AARPLIVABLE)

 [AARP LIVABLE COMMUNITIES](https://www.facebook.com/AARP.LIVABLE.COMMUNITIES)

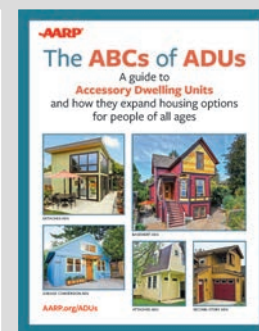
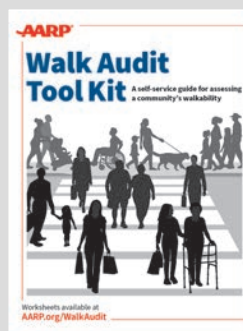
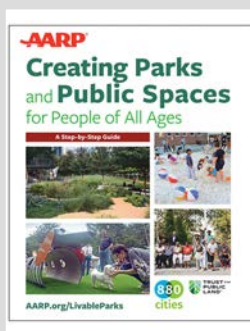
 LIVABLE@AARP.ORG



MORE 

AARP® LIVABLE COMMUNITIES LIBRARY

Visit our collection of free, award-winning information- and photo-filled publications about housing, community engagement, inspiring examples, and other livability and age-friendly topics created to inform and inspire local leaders and community residents. Download a digital file or order a printed copy of the titles below and many more at AARP.org/LivableLibrary or by scanning the QR code.



FIND THESE PUBLICATIONS AND MORE IN OUR **LIVABLE LIBRARY:**

Creating Parks and Public Spaces for People of All Ages

AARP.org/LivableParks

AARP Disaster Resilience Tool Kit (Available in English and Spanish)

AARP.org/DisasterResilience

A Handbook for Improved Neighborhoods

AARP.org/Zoning

AARP HomeFit Guide

(Available in English, Spanish, Chinese, Korean, and Vietnamese)

AARP.org/HomeFit

Making Room: Housing for a Changing America

AARP.org/MakingRoom

Discovering and Developing Missing Middle Housing

AARP.org/MissingMiddleHousing

AARP Rural Livability Workshop Report

AARP.org/RuralLivability

The ABCs of ADUs

AARP.org/ADUs

Creating Community Gardens for People of All Ages

AARP.org/CommunityGardens

AARP Pop-Up Placemaking Tool Kit

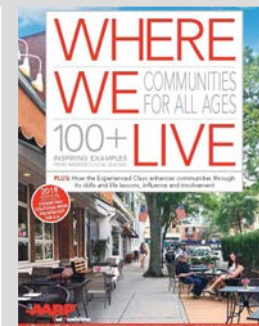
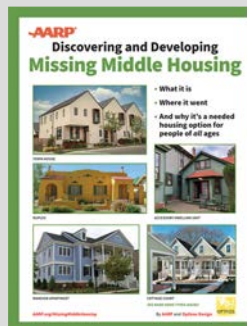
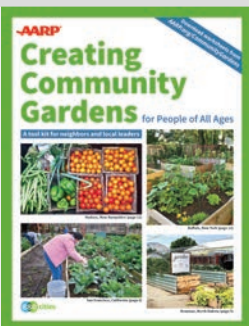
AARP.org/LivablePopUp

AARP Walk Audit Tool Kit (Available in English and Spanish)

AARP.org/WalkAudit

Where We Live: Communities for All Ages

AARP.org/WhereWeLive



MORE

ENGAGING YOUR COMMUNITY

Monday, August 21, 2023
Virtual - 1:00 p.m. to 2:30 p.m.

This session focuses on:

- Bringing people together to learn what is needed
- Engaging community support for your activity
- Developing and sharing educational materials and resources

This is the second session in a series of five age-friendly community of learning sessions for agencies and communities working on age-friendly or dementia-friendly initiatives and services. Each virtual 90-minute session will offer information and discussion for participants to learn from each other.

UPCOMING SESSIONS

Session 3 - September 18th

Session 4 - December 18th

Session 5 - February 26th

**ATTENDANCE AT ALL SESSIONS
IS BENEFICIAL BUT OPTIONAL.**

This event is free with registration.
Register at <https://t.ly/Lvhy>



Questions?
Email: Melissa.Lyon@cmcoa.org



Brainerd Park Board Agenda Request

MEETING DATE: June 27, 2023

TITLE OF ITEM: Discussion on Food Allergy Signage

ACTION: Action Requested

ACTION REQUESTED: Direction Requested

SUBMITTED BY: City Eng/PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: City Eng/PW Director Dehn

ESTIMATED TIME (MIN): 5 Minutes

SUMMARY OF ISSUE:

At the May 23 Park Board meeting, Sara Stepan of Baxter requested the Park Board consider installing signage that reminds children and families to wash their hands after eating before using playground equipment. After the request, the Park Board requested that staff provide additional information regarding these signs. Attached is a photo of the requested signage.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

In researching the sign vendor, it was found that the signs are roughly \$40 each. This cost does not include the post, hardware, or staff labor to install. Below are some options for the Park Board to consider:

1. Install at all parks with a playground.
2. Install at parks with playgrounds and pavilions/picnic benches.
3. Install at select parks with playgrounds.
4. None.

RECOMMENDED ACTION/MOTION:

Staff requests direction from the Park Board on whether or not to install the food allergy signage and if so, locations of where to install the signage.

FINANCIAL IMPACT:

Is there a cost associated with this request: Possibly

What is the total cost, with tax and shipping: Approximately \$40 per sign

Is this budgeted? (Please Explain) This is not budgeted expense.



Did you know 1 in 13 children
has a food allergy?
You can keep our children
safer with these simple steps:
1. Eat at picnic areas
2. Clean your hands with a
water based wipe after eating.



Brainerd Park Board Agenda Request

MEETING DATE: June 27, 2023

TITLE OF ITEM: Approve Skateboarding Prohibition Signage at Lyman P. White Park

ACTION: Action Requested

ACTION REQUESTED: Direction Requested

SUBMITTED BY: City Eng/PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: City Eng/PW Director Dehn

ESTIMATED TIME (MIN): 2 Minutes

SUMMARY OF ISSUE:

Staff has reported to the Park Board that there have been numerous instances of skateboarding, scooter riders, and others utilizing the new park. However, in these instances, there have been observations of grinding on rails, steps, and other features of the park damaging these items. In one instance, the contractor was able to reset a damaged rail that was pushed over in a concrete base that had not yet cured.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Staff has ordered several signs that restrict skates, skateboards, bikes, scooters, and wheeled toys. The signs are 12" x 12" in size and photos are attached to this agenda item for reference. Staff is recommending installation of the signs on posts at the north, south, and central access points to the park.

RECOMMENDED ACTION/MOTION:

Staff recommends approval of installation of the signs at the recommended accesses of Lyman P. White Park.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)



NO SKATES,
SKATEBOARDS,
BIKES, SCOOTERS
OR WHEELED
TOYS PERMITTED

NO SKATES,
SKATEBOARDS,
BIKES, SCOOTERS
OR WHEELED
TOYS PERMITTED





Brainerd Park Board Agenda Request

MEETING DATE: June 27, 2023

TITLE OF ITEM: Lyman P. White Park Project Update

ACTION: Information Only

ACTION REQUESTED: Discussion Item

SUBMITTED BY: City Eng/PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: City Eng/PW Director Dehn

ESTIMATED TIME (MIN): 10 Minutes

SUMMARY OF ISSUE:

Attached is the update memo for the Lyman P. White Park Project.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Informational only.

RECOMMENDED ACTION/MOTION:

No action needed.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: Click to enter text

Is this budgeted? (Please Explain) Click to enter text

Memorandum

To: Brainerd Park Board

From: Paul Sandy, PE
Project Manager

Date: June 27, 2023

Re: Lyman P. White Park Construction
Mississippi Riverbank Restoration Project
Project Update
WSB Project No. 018999-000 and 022575-000

Lyman P. White Park

The project team appreciates this opportunity to provide this project update to the Park Board. A majority of the park items were completed prior the grand opening event. With the semi-final pay voucher prepared for approval, the only remaining items left at the park for completion are awaiting the seed and blanketed areas to achieve 70% perennial growth and for the warranty period to expire. Given the drought conditions, this has been difficult to achieve this summer. The contractor has a watering plan in place to assist the seed in germinating. They have hired help up in the Brainerd area to move sprinklers 3 times daily. Parks staff is assisting in this work by turning the water on and off in the morning and evening. Once the vegetation is established, the final pay voucher will be submitted to the Board for review and approval. The intention is to enter into an agreement with the contractor to honor the warranty period so that the project may be finalized and closed, rather than waiting for the warranty to expire in early 2024.

Mississippi Riverbank Restoration Project

Over the last month, topographic survey data has been gathered in the project area. WSB staff has prepared 30% plans and are currently being reviewed internally by WSB staff before they will be shared with City staff. From this point, we will coordinate a meeting with City staff to make any corrections or modifications to the 30% plan set and move on to further iterations of the plans that contain more detailed design of the features and work being planned for the project.

Project Cost Update

WSB has been working closely with City staff to report costs and progress per the LCCMR grant agreement. Below is a synopsis of the costs, as allocated into the buckets that LCCMR approved with the original agreement. This cost does not include the pre-final estimate (pay voucher 9) on the agenda today for approval. These costs will be updated and allocated once the pay voucher is approved.

Bucket	Budget	Expended	Remaining
Site Design and Engineering	\$285,000	\$200,421	\$84,579
Feature Construction/Install	\$1,775,000	\$1,735,860	\$39,140
Site Preparation/Landscaping	\$620,000	\$270,880	\$349,120
Construction Administration	\$170,000	\$88,310	\$81,690
Roadway (ineligible)		\$544,784	

As you may recall, the remaining funds are being utilized to fund the restoration project along the riverbank. It is anticipated there will be sufficient funds remaining to complete the project.

Client: Brainerd Parks & Recreation 501 Laurel Street Brainerd, MN 56401	Contractor: Custom Builders, Inc. 12383 234th Street Cold Spring, MN 56320
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WSB Project No.: 018999-000
Client Project No.:
State Project No.:
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$2,373,647.97	Original	\$2,373,647.97
Contract Changes	\$242,058.49	Additional	N/A
Revised Contract	\$2,615,706.46	Total	\$2,373,647.97

Work Certified To Date	
Base Bid Items	\$1,886,190.76
Contract Changes	\$750,598.39
Material On Hand	\$0.00
Total	\$2,636,789.15

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$85,266.11	\$2,636,789.15	\$26,367.89	\$2,423,946.89	\$186,474.37	\$2,610,421.26
Percent Retained: 1%			Percent Complete: 100.81%		

This is to certify that the items of work shown in this Pay Voucher have been actually furnished for the work comprising the above-mentioned project in accordance with the plans and specifications heretofore approved.

Approved By WSB

Approved By Custom Builders, Inc.

Signature

Signature

6/20/2023

6/20/2023

Date

Date

Approved By Brainerd Parks & Recreation

Signature

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	06/27/22	\$110,412.42	\$5,520.62	\$104,891.80
2	07/18/22	\$282,328.55	\$14,116.43	\$268,212.12
3	08/16/22	\$568,935.23	\$28,446.76	\$540,488.47
4	09/20/22	\$390,735.12	\$19,536.76	\$371,198.36
5	10/19/22	\$366,268.25	\$18,313.41	\$347,954.84
6	11/17/22	\$447,422.10	\$22,371.10	\$425,051.00
7	01/16/23	\$138,968.42	\$6,948.42	\$132,020.00
8	05/17/23	\$246,452.95	\$12,322.65	\$234,130.30
9	06/19/23	\$85,266.11	(\$101,208.26)	\$186,474.37

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
Park	\$2,083,975.89	\$20,839.76	\$1,908,716.66	\$154,419.47	\$2,063,136.13
Road	\$552,813.26	\$5,528.13	\$515,230.23	\$32,054.90	\$547,285.13

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	Federal	\$154,419.47	\$2,095,652.09	\$1,856,029.50	\$2,063,136.13
2	Local	\$32,054.90	\$520,054.37	\$517,618.47	\$547,285.13

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$107,026.00	1	0.05	\$5,351.30	1	\$107,026.00
2	2101.501	CLEARING & GRUBBING	LS	\$2,310.00	1	0	\$0.00	1	\$2,310.00
3	2104.502	REMOVE SIGN	EACH	\$44.00	6	0	\$0.00	6	\$264.00
4	2104.502	SALVAGE HYDRANT & VALVE	EACH	\$2,365.00	1	0	\$0.00	1	\$2,365.00
5	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	\$7.70	1360	0	\$0.00	1378	\$10,610.60
6	2104.503	SALVAGE FENCE	L F	\$23.65	400	0	\$0.00	400	\$9,460.00
7	2104.504	SAWCUT AND REMOVE PAVEMENT	SY	\$2.04	8480	0	\$0.00	8718.55	\$17,785.84
8	2105.607	SELECT GRANULAR BORROW (LV)	C Y	\$16.50	100	0	\$0.00	0	\$0.00
9	2106.507	EXCAVATION - COMMON - PARK	CY	\$12.00	0	0	\$0.00	0	\$0.00
10	2106.507	EXCAVATION - COMMON - ROADWAY	CY	\$10.00	0	0	\$0.00	0	\$0.00
11	2106.507	COMMON EMBANKMENT (CV)	C Y	\$2.75	0	0	\$0.00	0	\$0.00
12	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$125.40	50	0	\$0.00	40	\$5,016.00
13	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$28.60	650	0	\$0.00	866	\$24,767.60

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
14	2360.504	TYPE SP 9.5 WEARING COURSE MIX (2,B) (SPWEA240B) – TRAIL	SY	\$23.76	930	0	\$0.00	930	\$22,096.80
15	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	\$101.00	750	0	\$0.00	793.26	\$80,119.26
16	2401.507	STRUCTURAL CONCRETE (3B52)	C Y	\$700.00	12	0	\$0.00	14	\$9,800.00
17	2401.508	REINFORCEMENT BARS (EPOXY COATED)	LB	\$2.50	4450	0	\$0.00	4747	\$11,867.50
18	2401.518	BRIDGE SLAB CONCRETE (3Y42-S)	S F	\$25.00	1200	0	\$0.00	1200	\$30,000.00
19	2401.601	STRUCTURE EXCAVATION	LS	\$5,302.00	1	0	\$0.00	1	\$5,302.00
20	2402.502	BEARING ASSEMBLIES	EACH	\$150.00	8	0	\$0.00	8	\$1,200.00
21	2402.503	ORNAMENTAL METAL RAILING	L F	\$355.00	75	0	\$0.00	75	\$26,625.00
22	2402.508	STRUCTURAL STEEL (3306)	LB	\$3.78	1440	0	\$0.00	1440	\$5,443.20
23	2402.508	STRUCTURAL STEEL (3309)	LB	\$3.35	46320	0	\$0.00	46320	\$155,172.00
24	2404.518	CONCRETE WEARING COURSE (3U17A)	S F	\$8.00	1105	0	\$0.00	1105	\$8,840.00
25	2452.602	HELICAL PILING	EACH	\$8,000.00	8	0	\$0.00	8	\$64,000.00
26	2520.507	LEAN MIX BACKFILL	C Y	\$350.00	43	0	\$0.00	43	\$15,050.00
27	2531.503	CONCRETE CURB DESIGN SPECIAL	L F	\$50.00	80	0	\$0.00	110	\$5,500.00
28	2411.501	3 RISER CONCRETE STAIR	EACH	\$4,000.00	9	0	\$0.00	9	\$36,000.00
29	2411.501	PATIO CONCRETE STAIR WITH INTEGRAL COLOR	LS	\$12,000.00	1	0	\$0.00	3	\$36,000.00
30	2411.604	MODULAR BLOCK RETAINING WALL SPECIAL - AMPHITHEATER	SY	\$627.00	116	0	\$0.00	140	\$87,780.00
31	2411.604	MODULAR BLOCK RETAINING WALL SPECIAL – HILLSIDE OVERLOOK	SY	\$627.00	38	0	\$0.00	38	\$23,826.00
32	2501.502	18" RC PIPE APRON	EACH	\$1,669.00	1	0	\$0.00	1	\$1,669.00
33	2501.503	12" RC PIPE CULVERT DES 3006 CL V	L F	\$61.00	144	0	\$0.00	81	\$4,941.00
34	2501.503	15" RC PIPE CULVERT DES 3006 CL V	L F	\$69.00	454	0	\$0.00	498	\$34,362.00
35	2501.503	18" RC PIPE CULVERT DES 3006 CL V	L F	\$77.10	270	0	\$0.00	308	\$23,746.80
36	2501.503	24" RC PIPE CULVERT DES 3006 CL V	L F	\$127.00	204	0	\$0.00	204	\$25,908.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
37	2502.603	4-INCH PERFORATED DRAINTILE	LF	\$25.00	50	0	\$0.00	137	\$3,425.00
38	2502.603	4-INCH NON-PERFORATED DRAINTILE	LF	\$25.00	20	0	\$0.00	10	\$250.00
39	2503.602	RECONSTRUCT SANITARY MANHOLE	EACH	\$1,210.00	2	0	\$0.00	2.88	\$3,484.80
40	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	\$770.00	1	0	\$0.00	1	\$770.00
41	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$1,265.00	1	0	\$0.00	1	\$1,265.00
42	2503.603	6" PVC SANITARY SERVICE PIPE	L F	\$34.00	100	0	\$0.00	110	\$3,740.00
43	2504.601	IRRIGATION SYSTEM	LS	\$38,027.00	1	0.25	\$9,506.75	1	\$38,027.00
44	2504.602	INSTALL HYDRANT & VALVE	EACH	\$2,365.00	1	0	\$0.00	1	\$2,365.00
45	2504.602	ADJUST GATE VALVE & BOX	EACH	\$770.00	1	0	\$0.00	1	\$770.00
46	2504.602	2" CORPORATION STOP	EACH	\$950.00	1	0	\$0.00	1	\$950.00
47	2504.602	2" CURB STOP & BOX	EACH	\$979.00	1	0	\$0.00	1	\$979.00
48	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$3,960.00	1	0	\$0.00	1	\$3,960.00
49	2504.603	2" TYPE K COPPER PIPE	L F	\$46.00	80	0	\$0.00	78	\$3,588.00
50	2504.604	4" INSULATION	S Y	\$60.50	550	0	\$0.00	578.7	\$35,011.35
51	2506.502	CONST DRAINAGE STRUCTURE DESIGN G OR H	EACH	\$2,056.00	2	0	\$0.00	2	\$4,112.00
52	2506.502	CASTING ASSEMBLY	EACH	\$880.00	11	0	\$0.00	11	\$9,680.00
53	2506.503	CONST DRAINAGE STRUCTURE DES 48-4020	L F	\$652.00	46.6	0	\$0.00	58	\$37,816.00
54	2506.503	CONST DRAINAGE STRUCTURE DES 60-4020	L F	\$1,107.59	5	0	\$0.00	5	\$5,537.95
55	2506.601	CONTROL STRUCTURE	LS	\$7,569.72	1	0	\$0.00	1	\$7,569.72
56	2511.507	RANDOM RIPRAP CLASS III	C Y	\$100.00	43	0	\$0.00	66	\$6,600.00
57	2521.518	4" CONCRETE WALK	S F	\$7.00	4250	0	\$0.00	4318.88	\$30,232.16
58	2521.518	4" CONCRETE WALK-EXPOSED AGGREGATE	S F	\$12.50	5140	0	\$0.00	5140	\$64,250.00
59	2521.518	4" INTEGRAL COLOR CONCRETE WALK	SQ FT	\$10.50	3020	0	\$0.00	3095	\$32,497.50
60	2521.518	6" CONCRETE WALK	S F	\$12.50	50	0	\$0.00	50	\$625.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
61	2521.518	6" CONCRETE WALK-REINFORCED	S F	\$10.00	464	0	\$0.00	357.74	\$3,577.40
62	2521.518	6" REINFORCED INTEGRAL COLOR CONCRETE WALK	SF	\$12.00	7680	0	\$0.00	7630	\$91,560.00
63	2531.503	CONCRETE CURB & GUTTER DESIGN B612	L F	\$26.00	1464	0	\$0.00	1691	\$43,966.00
64	2531.603	CONCRETE PLAYGROUND CURB W/BASE	L F	\$40.00	155	0	\$0.00	155	\$6,200.00
65	2531.618	TRUNCATED DOMES	S F	\$50.00	80	0	\$0.00	76	\$3,800.00
66	2540.601	LEARNING CENTER AND CONCRETE PAD	LS	\$115,000.00	0	0	\$0.00	0	\$0.00
67	2540.601	AMPHITHEATER FOUNDATION AND CONCRETE PATIO	LS	\$67,975.00	0	0	\$0.00	0	\$0.00
68	2540.601	PREFABRICATED RESTROOM BUILDING	LS	\$220,000.00	0	0	\$0.00	0	\$0.00
69	2540.601	PLAY EQUIPMENT	LS	\$30,000.00	1	0	\$0.00	1	\$30,000.00
70	2540.602	BIKE RACK	EACH	\$750.00	1	0	\$0.00	1	\$750.00
71	2540.602	BENCH - TYPE A	EACH	\$1,060.00	7	0	\$0.00	7	\$7,420.00
72	2540.602	BENCH - TYPE B	EACH	\$1,800.00	12	0	\$0.00	12	\$21,600.00
73	2540.502	TRASH RECEPTACLE	EACH	\$2,200.00	3	0	\$0.00	3	\$6,600.00
74	2540.602	PICNIC TABLE - TYPE A	EACH	\$1,731.00	3	0	\$0.00	3	\$5,193.00
75	2540.602	PICNIC TABLE - TYPE B	EACH	\$1,605.00	3	0	\$0.00	3	\$4,815.00
76	2540.602	BIKE REPAIR STATION	EACH	\$3,171.00	1	0	\$0.00	1	\$3,171.00
77	2540.602	DOG STATION	EACH	\$375.00	1	0	\$0.00	1	\$375.00
78	2545.601	SITE ELECTRICAL AND LIGHTING SYSTEM	LS	\$135,423.00	1	0	\$0.00	1	\$135,423.00
79	2545.601	ROADWAY LIGHTING	LS	\$32,119.00	1	0.25	\$8,029.75	1	\$32,119.00
80	2563.601	TRAFFIC CONTROL	LS	\$8,500.00	1	0.1	\$850.00	1	\$8,500.00
81	2564.602	SIGN PANELS TYPE SPECIAL	EACH	\$160.00	10	0	\$0.00	6	\$960.00
82	2571.502	DECIDUOUS TREE 2.5" CAL B&B	EACH	\$670.00	72	0	\$0.00	50.5	\$33,835.00
83	2571.502	DECIDUOUS TREE 1.5" CAL B&B	EACH	\$600.00	8	0	\$0.00	5.5	\$3,300.00
84	2571.502	DECIDUOUS SHRUB NO 5 CONT	EACH	\$91.00	48	0	\$0.00	34	\$3,094.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
85	2571.502	DECIDUOUS SHRUB NO 2 CONT	EACH	\$86.00	24	0	\$0.00	17	\$1,462.00
86	2571.502	PERENNIAL NO 1 CONT	EACH	\$26.00	68	0	\$0.00	47	\$1,222.00
87	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$1,534.00	1	0	\$0.00	1	\$1,534.00
88	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$162.00	2	0	\$0.00	6	\$972.00
89	2573.502	CULVERT END CONTROLS	EACH	\$108.00	1	0	\$0.00	1	\$108.00
90	2573.503	SILT FENCE, TYPE MS	L F	\$2.50	2250	0	\$0.00	2290	\$5,725.00
91	2573.503	FLOTATION SILT CURTAIN TYPE STILL WATER	L F	\$22.00	350	0	\$0.00	0	\$0.00
92	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$5.50	150	0	\$0.00	928	\$5,104.00
93	2574.507	COMMON TOPSOIL BORROW	C Y	\$22.00	600	0	\$0.00	560	\$12,320.00
94	2575.504	ROLLED EROSION PREVENTION CATEGORY 30	S Y	\$2.27	4000	-2997.1	(\$6,803.42)	5378.89	\$12,210.08
95	2575.504	ROLLED EROSION PREVENTION CATEGORY 70	S Y	\$6.21	250	0	\$0.00	0	\$0.00
96	2575.504	RAPID STABILIZATION METHOD 3	SY	\$3.78	4000	0	\$0.00	0	\$0.00
97	2574.507	COMPOST GRADE 2	C Y	\$103.00	8	0	\$0.00	0	\$0.00
98	2575.505	SEEDING - TYPE I TURF SEED MIX	ACRE	\$13,932.00	0.6	-0.1	(\$1,393.20)	0.75	\$10,449.00
99	2575.505	SEEDING - TYPE II TURF SEED MIX	ACRE	\$13,932.00	0	0	\$0.00	0	\$0.00
100	2575.505	SEEDING - TYPE III TURF SEED MIX	ACRE	\$15,228.00	0.4	0.33	\$5,025.24	0.33	\$5,025.24
101	2575.607	MULCH MATERIAL TYPE SPECIAL	C Y	\$103.00	100	0	\$0.00	93	\$9,579.00
102	2575.603	LANDSCAPE EDGING	L F	\$8.64	140	0	\$0.00	139	\$1,200.96
103	2582.503	4" SOLID LINE PAINT	L F	\$1.00	1106	0	\$0.00	1321	\$1,321.00
104	2582.618	PAVEMENT MARKING SPECIAL	S F	\$3.75	30	0	\$0.00	40	\$150.00
105	2582.618	CROSSWALK MARKING-MULTI COMP	S F	\$2.25	72	0	\$0.00	72	\$162.00
106	2540.601	AMPHITHEATER ELEVATED STRUCTURE	LS	\$120,000.00	1	0	\$0.00	1	\$120,000.00
107	2545.601	AMPHITHEATER ELEVATED STRUCTURE ELECTRICAL	LS	\$5,500.00	1	0.25	\$1,375.00	1	\$5,500.00
108	2106.507	EXCAVATION - COMMON - PARK	CY	\$10.00	400	0	\$0.00	400	\$4,000.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
109	2411.501	CONCRETE STAIR	LS	\$24,000.00	1	0	\$0.00	1	\$24,000.00
110	2411.604	MODULAR BLOCK RETAINING WALL	S Y	\$627.00	52	0	\$0.00	27	\$16,929.00
111	2521.518	4" INTEGRAL COLOR CONCRETE WALK	S F	\$20.00	290	0	\$0.00	290	\$5,800.00
112	2521.518	6" REINFORCED INTEGRAL COLOR CONCRETE WALK	SF	\$20.00	140	0	\$0.00	140	\$2,800.00
Bid Totals:							\$21,941.42		\$1,886,190.76

Project Category Totals			Amount This Voucher	Amount To Date
Category				
Alternate 1 - Amphitheater Structure			\$1,375.00	\$125,500.00
Alternate 2 - River Steps			\$0.00	\$53,529.00
Base Bid			\$20,566.42	\$1,707,161.76

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
CO	1	113	2540.601	AMPHITHEATER FOUNDATION AND CONCRETE PATIO	LS	\$176,680.00	1	0	\$0.00	1	\$176,680.00
CO	1	114	2540.601	LEARNING CENTER AND CONCRETE PAD	LS	\$104,199.77	1	0	\$0.00	1	\$104,199.77
CO	2	115	2540.501	RESTROOM / STORAGE BUILDING	LS	\$252,869.76	1	0.1	\$25,286.98	1	\$252,869.76
CO	3	117	2106.507	EXCAVATION - COMMON - PARK (P)	CY	\$12.00	6000	0	\$0.00	6000	\$72,000.00
CO	3	118	2106.507	EXCAVATION - COMMON - ROADWAY (P)	CY	\$10.00	1900	0	\$0.00	1900	\$19,000.00
CO	3	119	2106.507	COMMON EMBANKMENT (CV) (P)	C Y	\$2.75	1750	0	\$0.00	1750	\$4,812.50
CO	4	120	2540.601	RESTROOM ENCLOSURE	LS	\$16,889.30	1	0.5	\$8,444.65	1	\$16,889.30
CO	5	121	2504.602	HYDRANT RECONDITIONING	EACH	\$2,435.90	1	0	\$0.00	1	\$2,435.90
CO	6	122	2540.601	BOAT RAMP	LS	\$63,685.16	1	0	\$0.00	1	\$63,685.16
CO	7	123	2575.501	TURF ESTABLISHMENT	LS	\$20,839.25	1	1	\$20,839.25	1	\$20,839.25
CO	9	125	2540.601 /LA01	AMPHITHEATER	LS	\$2,504.32	1	0	\$0.00	1	\$2,504.32
CO	10	126	2105.601 /WR01	MINOR GRADING	L S	\$2,299.99	1	0	\$0.00	1	\$2,299.99

Contract Change Item Status

CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
CO	11	127	2540.602	DRINKING FOUNTAIN	EACH	\$8,753.81	1	1	\$8,753.81	1	\$8,753.81
CO	12	128	2571.501	SHRUBS	LS	\$3,628.63	1	0	\$0.00	1	\$3,628.63
Contract Change Totals:									\$63,324.69		\$750,598.39

Contract Change Totals

No.	Contract Change	Description	Amount This Voucher	Amount To Date
1	CO	During the bidding process, Custom Builders requested prices from all the pre-approved precast beam suppliers listed in the special provisions. All identified suppliers were unable to bid a price for the work so an assumed price was provided in the bid. This price was based off historical prices for this item until an approved supplier could be found. The Contractor has requested that additional precast beam suppliers be added to the contract. The contractor was able to obtain a bid from Taracon to supply the precast structural beams. The engineer authorized the use of Taracon to supply precast beams for the MLT Park Project. The items below are to remove existing bid items and replace them with bid items based off the bid submitted by Taracon for the following items. Contractor will perform work in accordance with the plans and specifications or as directed by the Engineer.	\$0.00	\$280,879.77
2	CO	The Engineer has determined, in communication with the City, that the PREFABRICATED RESTROOM BUILDING item will be removed and replaced by RESTROOM / STORAGE BUILDING. It was determined that an additional price would be paid to convert the prefabricated restroom building to a block built structure because of the delays on delivery of materials would cause the project to be pushed beyond the completion date in the contract. It was agreed to convert to a block built structure to try to keep the project within the contractual time line. Bathroom design will be amended from the plan to match the architectural drawing attached to this CO provided by Custom Builders Inc. All construction and materials will be completed per the plans and specs or per direction of the engineer.	\$25,286.98	\$252,869.76
3	CO	The Statement of Estimated Quantities designates EXCAVATION - COMMON - PARK, EXCAVATION - COMMON - ROADWAY, and COMMON EMBANKMENT (CV) as field verified quantities. The Engineer has determined that because these quantities are readily quantified and calculated in the design that they will be converted to Plan Quantities (P).	\$0.00	\$95,812.50
4	CO	As directed by the Engineer all restroom fixtures and finishes will be modified to match the current preferred alternatives that have been approved by the Brainerd Park Board. All items will be install per manufactures recommendations or as directed by the Engineer.	\$8,444.65	\$16,889.30
5	CO	The City determined that the existing fire hydrant was old should be replaced. As a part of this replacement the city was providing the new hydrant but the Contractor needed to supply the additional pipe and provide the labor and equipment to complete the install.	\$0.00	\$2,435.90

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date
6	CO	The City was able to work through the DNR permitting required to allow construction of the canoe/kayak launch down to the river. The plans have been revised to include the work to construct a canoe/kayak. The canoe/kayak launch will be installed per plans and specifications or as directed by the Engineer.	\$0.00	\$63,685.16
7	CO	To help establish turf in the park in the Spring the City has decided to replace the seeding in the irrigated areas with sod. This will be done in accordance with the plans and specifications or as directed by the engineer. This change will adjust the contract time so that this work can be done in the early next spring. The revised Final Completion date will be May 15, 2023. A drawing of the area to be seeded is attached. The item "2575.501/00020 (LS) TURF ESTABLISHMENT" shall cover the costs for all work related to the installation of sod replacing the areas shown as Type II Turf Seeding Mix: Irrigated Turf on plan sheet L5.0. This includes winter cover crop and erosion control through the winter.	\$20,839.25	\$20,839.25
9	CO	Conduit was added into the Precast beams in the amphitheater to accommodate lighting and electrical fixtures. Additionally once the load of the amphitheater's elevated structure was determined the concrete foundation reinforcement had to have additional reinforcement added as directed by the structural Engineer. The labor and materials necessary to complete this additional work will be paid for with contract item "2540.601 (LS) AMPHITHEATER".	\$0.00	\$2,504.32
10	CO	The sidewalk to the hill overlook did not get surveyed in as per plan so this change order is to compensate the contractor for the work to regrade the trail to match the plan and meet ADA standards. The item "Minor Grading" will be added to the plan to compensate for the additional work to grade the hillside trail.	\$0.00	\$2,299.99
11	CO	The Brainerd Park board requested that a water bottle filling station be added to the project. This bottle filling station will be installed on the restroom facility. The payment for item DRINKING FOUNTAIN will include all labor and materials required to furnish and install the water filling station. The decision on the final location of the water bottle filling station, model and color of the station will be approved by the Engineer.	\$8,753.81	\$8,753.81
12	CO	Due to the layout of the play container being close to the river and presenting a possible safety risk, the City and Engineer decided it would be best to install a visual and physical barrier along the west side of the play container to alleviate the safety risk. This will be completed through use of 3-4 high shrubs to consist of viburnum and dwarf dogwood spaced 3-feet on center for approximately 100-feet. This change order represents all labor, material, and incidentals necessary to complete installation of this barrier. Location to be determined and verified by the Engineer in the field.	\$0.00	\$3,628.63

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

Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining
17	2401.508	REINFORCEMENT BARS (EPOXY COATED)	09/13/2022	4,747 LB \$8,247.00	4,747 LB \$8,247.00	0 LB \$0.00
74	2540.602	PICNIC TABLE - TYPE A	06/22/2022	0.5 EACH \$865.50	0.5 EACH \$865.50	0 EACH \$0.00

Material On Hand Balance

Line No.	Item	Description	Date	Added	Used	Remaining
75	2540.602	PICNIC TABLE - TYPE B	06/22/2022	0.5 EACH \$802.50	0.5 EACH \$802.50	0 EACH \$0.00
76	2540.602	BIKE REPAIR STATION	06/22/2022	0.75 EACH \$2,378.25	0.75 EACH \$2,378.25	0 EACH \$0.00
77	2540.602	DOG STATION	06/22/2022	0.75 EACH \$281.25	0.75 EACH \$281.25	0 EACH \$0.00



Brainerd Park Board Agenda Request

MEETING DATE: June 27, 2023

TITLE OF ITEM: Approve Parks ARPA Project Concepts

ACTION: Action Requested

ACTION REQUESTED: Direction Requested

SUBMITTED BY: City Eng/PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: City Eng/PW Director Dehn

ESTIMATED TIME (MIN): 10 Minutes

SUMMARY OF ISSUE:

Staff has been working with Widseth on development of plans for the ARPA-funded parks projects at Lum Park Beach, Lum Park Campground, and Jaycees Park. Attached to this item are concept drawings developed by Widseth for Park Board review. Staff is requesting comments on the attached concept drawings to continue the plan development process.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Below are a few comments regarding each project:

Lum Park Campground – Relatively straight forward with a single entrance and gravel path that connects into the existing campground access road. There are a variety of pad sizes and some can accommodate a passenger vehicle. Some restrictions in this area are existing trees and the adjacent wetland.

Lum Park Beach – Keys of the concept include expansion of the beach into the area currently occupied by the restroom building. The plan includes ADA-accessible walks, a native planting garden, shade from both structures and trees, a foot-washing station, and retention of the historic rock wall.

Jaycees Park – Two concepts are included in this packet. One closely reflects the layout included in the adopted Master Plan. There are some bigger challenges and cost impacts due to grading challenges, additional fill material needed, ADA-accessibility challenges, space constraints with the drainageway/wetlands and playground, and lack of available parking space compared with the programming. A second concept that is roughly mirrored to the current layout of the park is also included. There are cost savings with this option with reduced grading and fill required as well as additional spaces.

RECOMMENDED ACTION/MOTION:

Staff requests direction on the three park concepts to continue development of designs.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

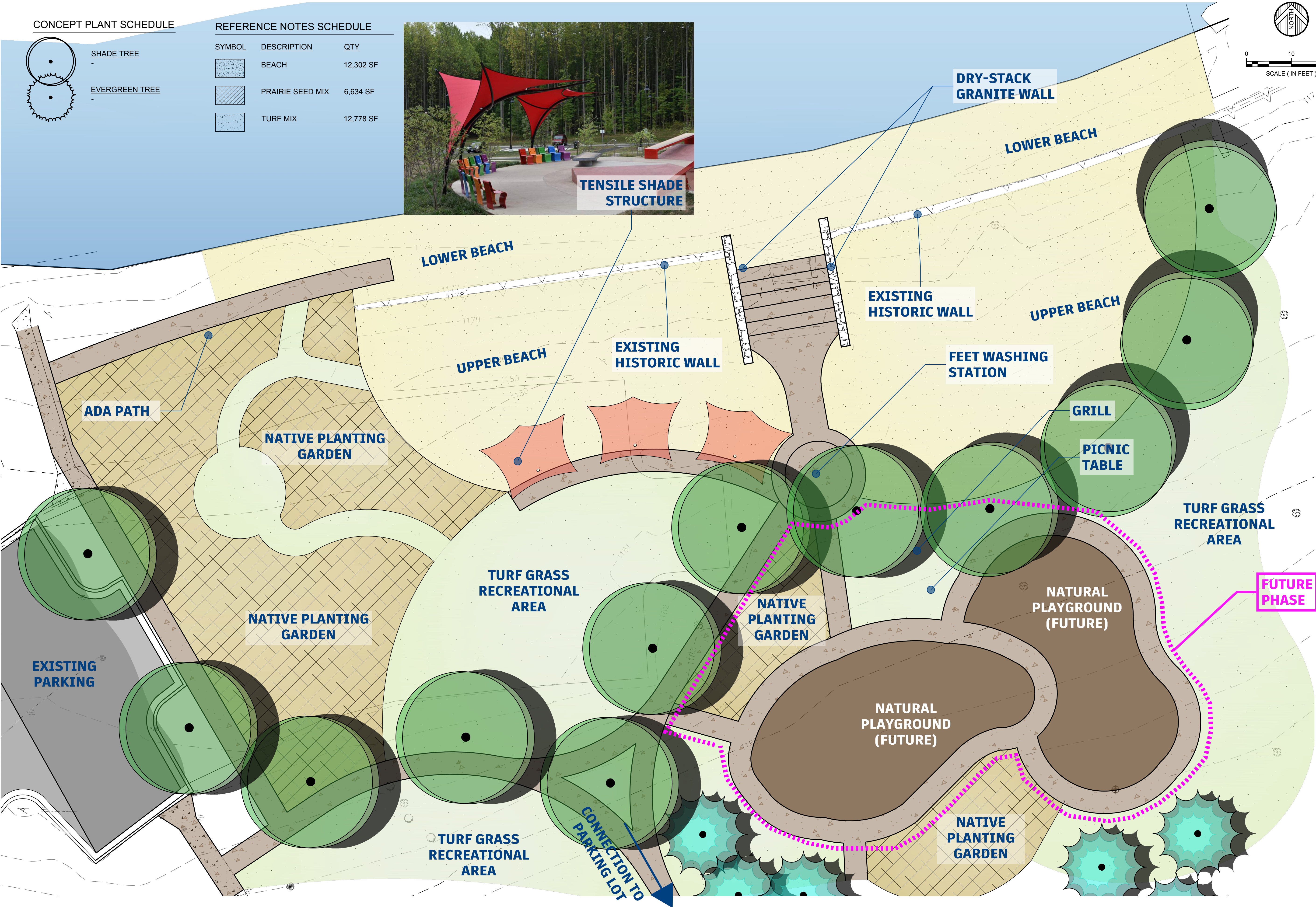
What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)

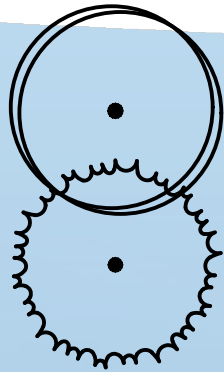


I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

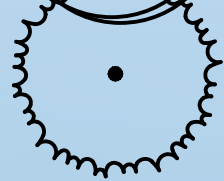
JILLIAN E. REINER DATE: MM/DD/YYYY(C. NO. 55058)



CONCEPT PLANT SCHEDULE



SHADE TREE



EVERGREEN TREE

REFERENCE NOTES SCHEDULE

SYMBOL

DESCRIPTION

QTY



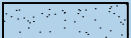
BEACH

12,302 SF



PRAIRIE SEED MIX

6,634 SF



TURF MIX

12,778 SF



TENSILE SHADE STRUCTURE

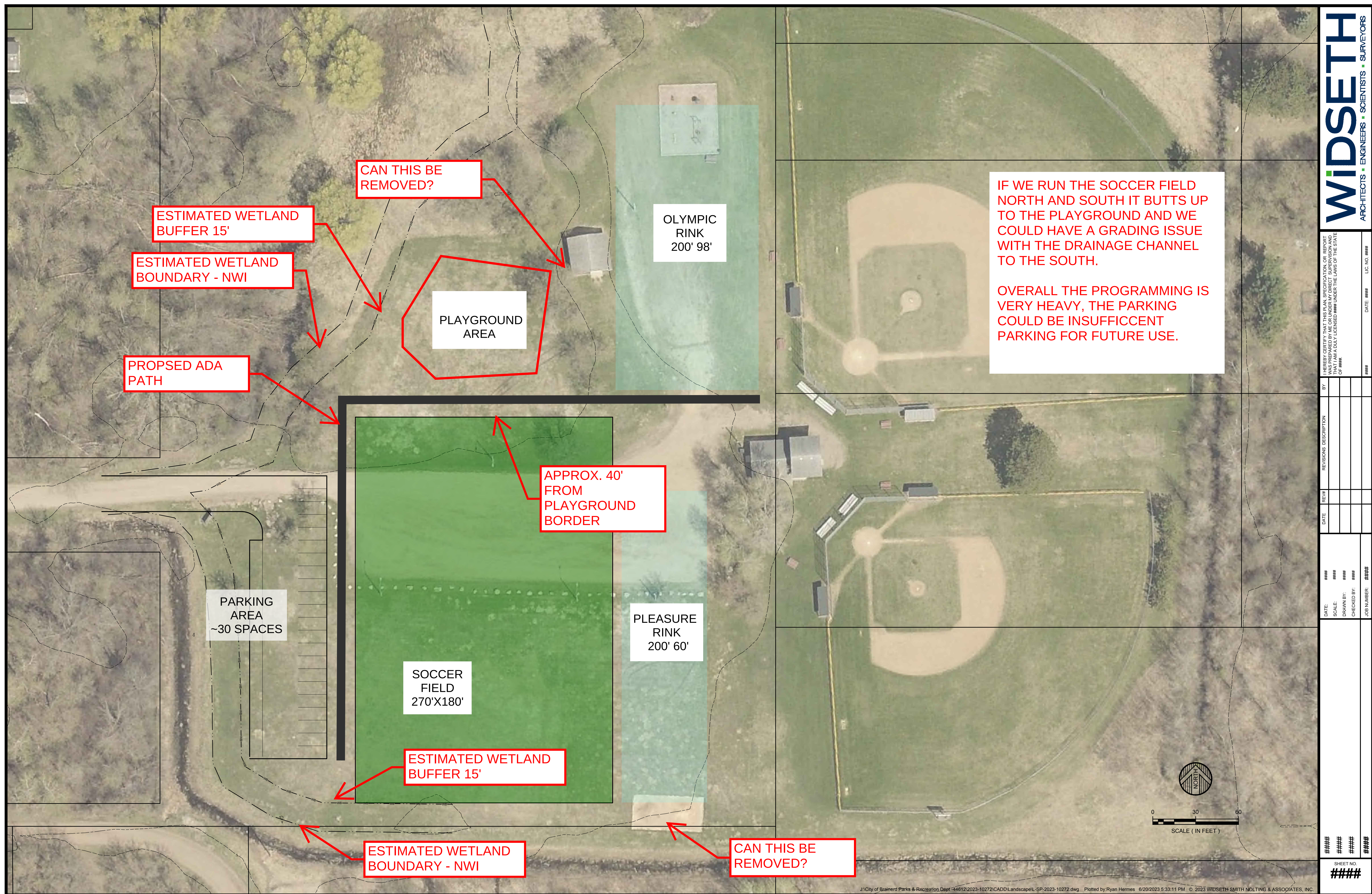
NOT FOR CONSTRUCTION

I HEREBY CERTIFY THAT THIS PLAN SPECIFICATION OR RECORD DRAWING WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER OR ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.	
DATE: ###/###/####	LIC. NO. #####

DATE	REVISION DESCRIPTION	BY

DATE: JUNE 2023	AS SHOWN	RSH
SCALE: 1"=40'	DRAWN BY: JNR	CHECKED BY: JNR
JOB NUMBER: 2023-10273		

LUM PARK BEACH CITY OF BRAINERD BRAINERD, MINNESOTA	CONCEPT SITE PLAN
---	-------------------



OVERALL THE PROGRAMMING IS
VERY HEAVY AND I AM NOT SURE
THERE IS SUFFICIENT PARKING
FOR FUTURE USE.

OLYMPIC
RINK
200' 98'

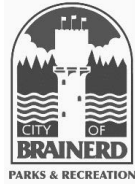
PARKING
AREA
40 SPACES

PLEASURE
RINK
200' 60'

SOCCKER
FIELD
300'X180'

CAN THIS BE
REMOVED?





Brainerd Park Board Agenda Request

MEETING DATE: June 27, 2023

TITLE OF ITEM: Discussion on Rotary Park Items

ACTION: Action Requested

ACTION REQUESTED: Direction Requested

SUBMITTED BY: City Eng/PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: City Eng/PW Director Dehn

ESTIMATED TIME (MIN): 10 Minutes

SUMMARY OF ISSUE:

On May 9th, Rotary club members met with staff to go over some of the club's upcoming requests for Rotary Park. Staff is requesting direction from the Park Board on these items and whether to approve their installation in the park.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Items for discussion include:

1. Observation Deck at Old Pump Station – Directed Rotary to discuss with USACE about structures in Floodway. Concept drawing attached.
2. Fireplace at Pavilion – Concept drawing attached.
3. Grills at Pavilion – adjacent/built-in to fireplace or stand-alone units outside of the pavilion?
4. Picnic Tables – use 2023 capital budget to upgrade or future year?
5. Security Cameras at Entrance Gateway and Pavilion
6. Boulders along entrance road
7. Bee Hive in the Field of Seeds

RECOMMENDED ACTION/MOTION:

Staff requests direction from the Park Board on the requested items listed above in Rotary Park.

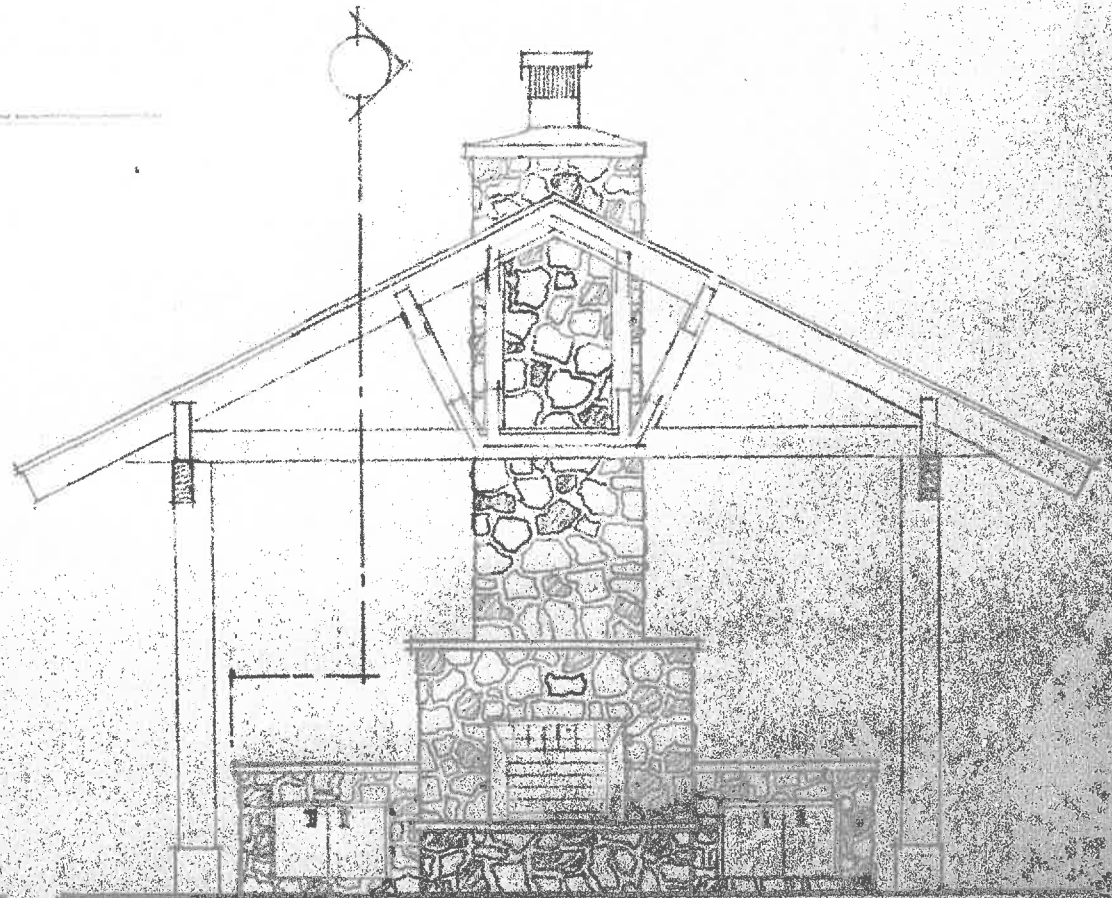
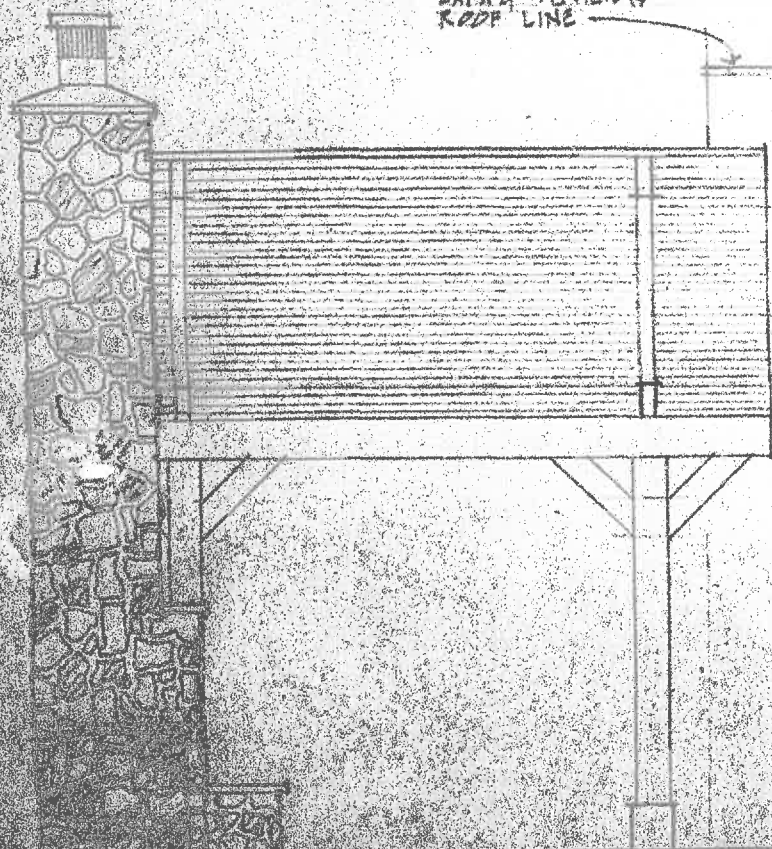
FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)

EXIST'G PAVILION
ROOF LINE



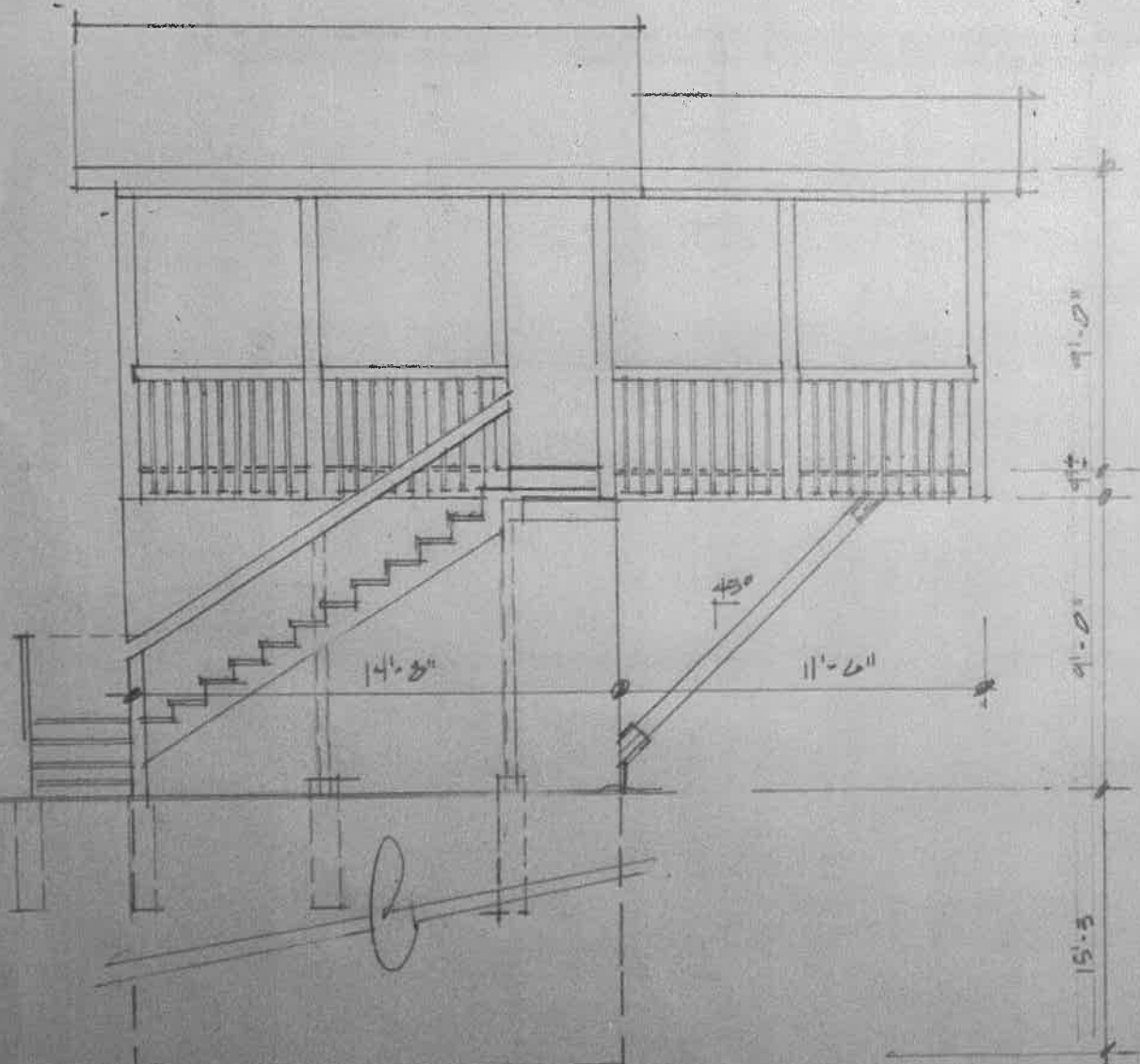
SECTION / SECTION

FRONT ELEVATION

5/8" = 1'-0"

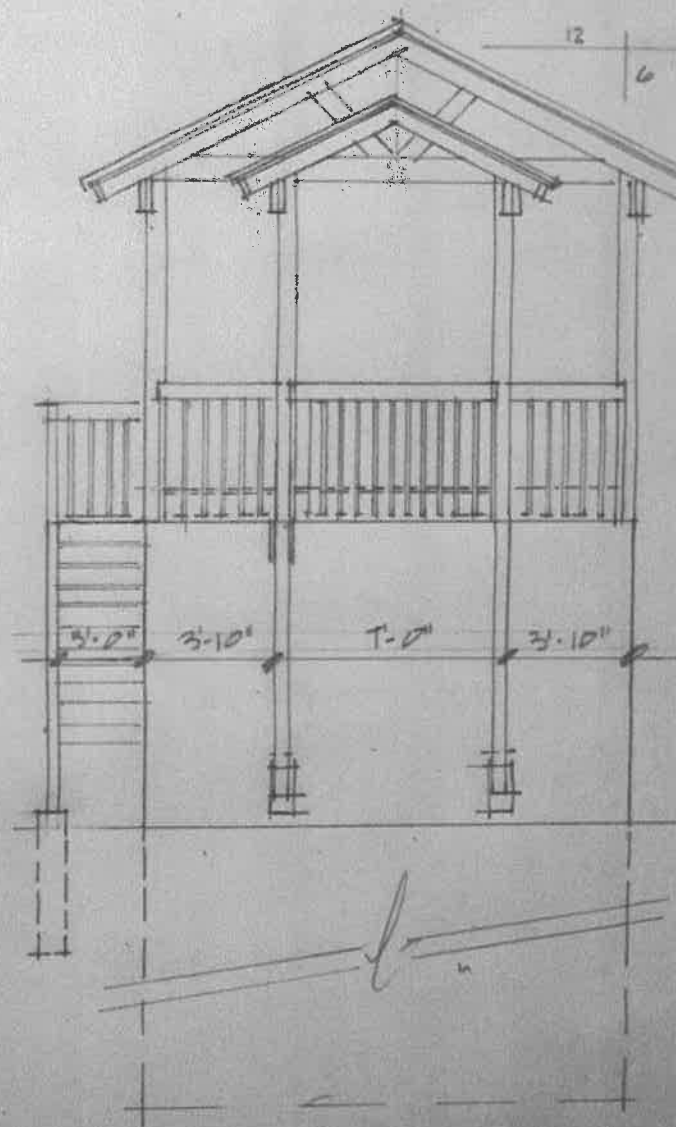
ROTARY RIVERSIDE PARK PAVILION

7-15-11



NORTH ELEVATION

ROTARY PARK 1/4" = 1'-0"



WEST ELEVATION

2-1-2022



Brainerd Park Board Agenda Request

MEETING DATE: June 27, 2023

TITLE OF ITEM: Discuss Possible Future Accesses to Triangle Park

ACTION: Information Only

ACTION REQUESTED: Discussion Item

SUBMITTED BY: City Eng/PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: City Eng/PW Director Dehn

ESTIMATED TIME (MIN): 5 Minutes

SUMMARY OF ISSUE:

Park Board Chair Shipe requested that the Park Board discuss potential future access points for Triangle Park. Attached to this item is a concept drawing that shows potential opportunities for access from Fir Street and Bluff Avenue. Also attached is the Master Plan for reference. These are being identified to determine the Park Board recommendation when the City completes a street improvement project in the area and new sidewalks and crossings can be installed as part of the scope of work.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Generally, all of the shown potential access points would be constructable. However, the curb cut and crosswalk located at the Fir Street and N. 7th Street intersection would present some conflicts with existing utility infrastructure. To avoid the infrastructure, a walkway from the curb cut would be restricted to directly behind the curb and adjacent to the electrical box. If the Park Board would want an access on the west end of the park, staff would recommend a crossing slightly further east than pictured just east of the electrical infrastructure.

RECOMMENDED ACTION/MOTION:

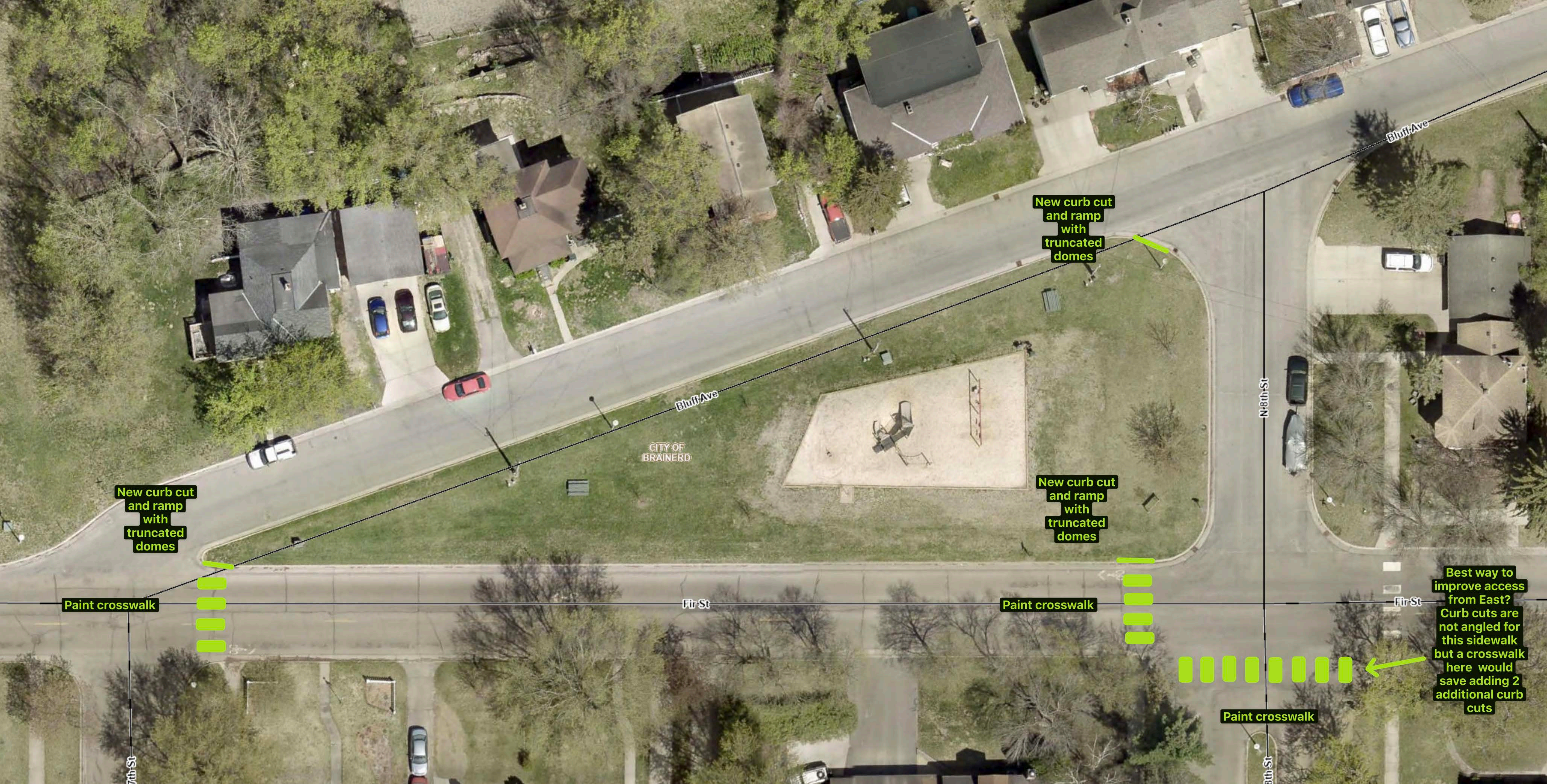
Discussion Item.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)



Bluff Ave

Bluff Ave

CITY OF BRAINERD

Fir St

N 8th St

Fir St

N 8th St

7th St

New curb cut and ramp with truncated domes

New curb cut and ramp with truncated domes

New curb cut and ramp with truncated domes

Paint crosswalk

Paint crosswalk

Paint crosswalk

Best way to improve access from East? Curb cuts are not angled for this sidewalk but a crosswalk here would save adding 2 additional curb cuts



Park Amenities :

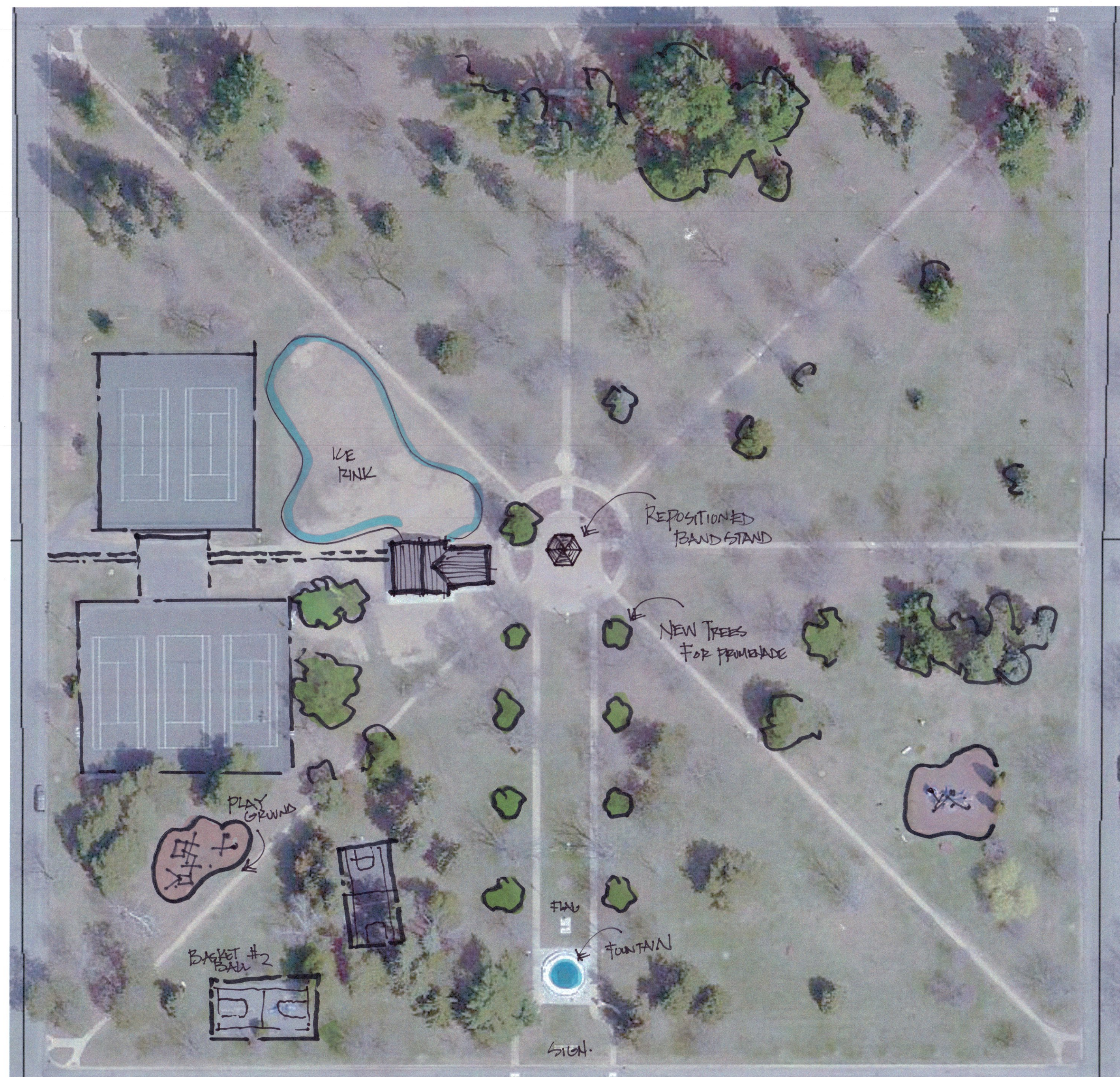
Summer activity spaces

- 1- ADA playground area
- 2- Built in corn hole courts
- Large grass area

Structures

- ADA playground area with shade structures
- Park entrance sign
- Lit flag pole

PROPOSED MASTER PLAN TRIANGLE PARK



Park Amenities :

Summer activity spaces

- 5 -Full size tennis/pickleball courts
- 2 -Basketball courts
- 2-full use playground equipment areas

Winter activity spaces

- 1- Pleasure Rink 60x120

Structures

- 1-Warming/ Bathroom and Concession Building
- Center raised bandstand/ pavilion with surrounding courtyard
- Decorative fountain
- Stone arches and ramparts
- Warm up tennis wall with art mural
- Decorative trellis structure
- 2 Park entrance signs
- Lit flag pole



PROPOSED MASTER PLAN GREGORY PARK

NOT TO SCALE.
(CONCEPT. PLAN)





Brainerd Park Board Agenda Request

MEETING DATE: June 27, 2023

TITLE OF ITEM: Direction on Location of United Way Born Learning Trail

ACTION: Action Requested

ACTION REQUESTED: Direction Requested

SUBMITTED BY: City Eng/PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: City Eng/PW Director Dehn

ESTIMATED TIME (MIN): 5 Minutes

SUMMARY OF ISSUE:

On April 25, the United Way presented to the Park Board about Born Learning Trails which are a combination of signage and sidewalk painting that aim to engage kids and their parents on sidewalks/trails within the parks. Ideally, these are placed in close vicinity to playgrounds where there is more child and family traffic. The United Way presented that the signage and painting would be provided and installed by the United Way. The general consensus after that presentation is that the Park Board was interested in providing a space for a Born Learning Trail within the parks system.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

With considerations of locations of playgrounds with adjacent sidewalks, staff is recommending Park Board direction on a location for the Born Learning Trail. Locations that staff recommend include:

1. Gregory Park
2. Kiwanis Park
3. Bane Park

RECOMMENDED ACTION/MOTION:

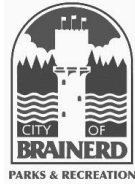
Staff requests direction from the Park Board on which park to install the Born Learning Trail.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)



Brainerd Park Board Agenda Request

MEETING DATE: June 27, 2023

TITLE OF ITEM: Discussion on Rotary Park Items

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DEPARTMENT: Public Works

PRESENTER: City Eng/PW Director Dehn

ESTIMATED TIME (MIN): 10 Minutes

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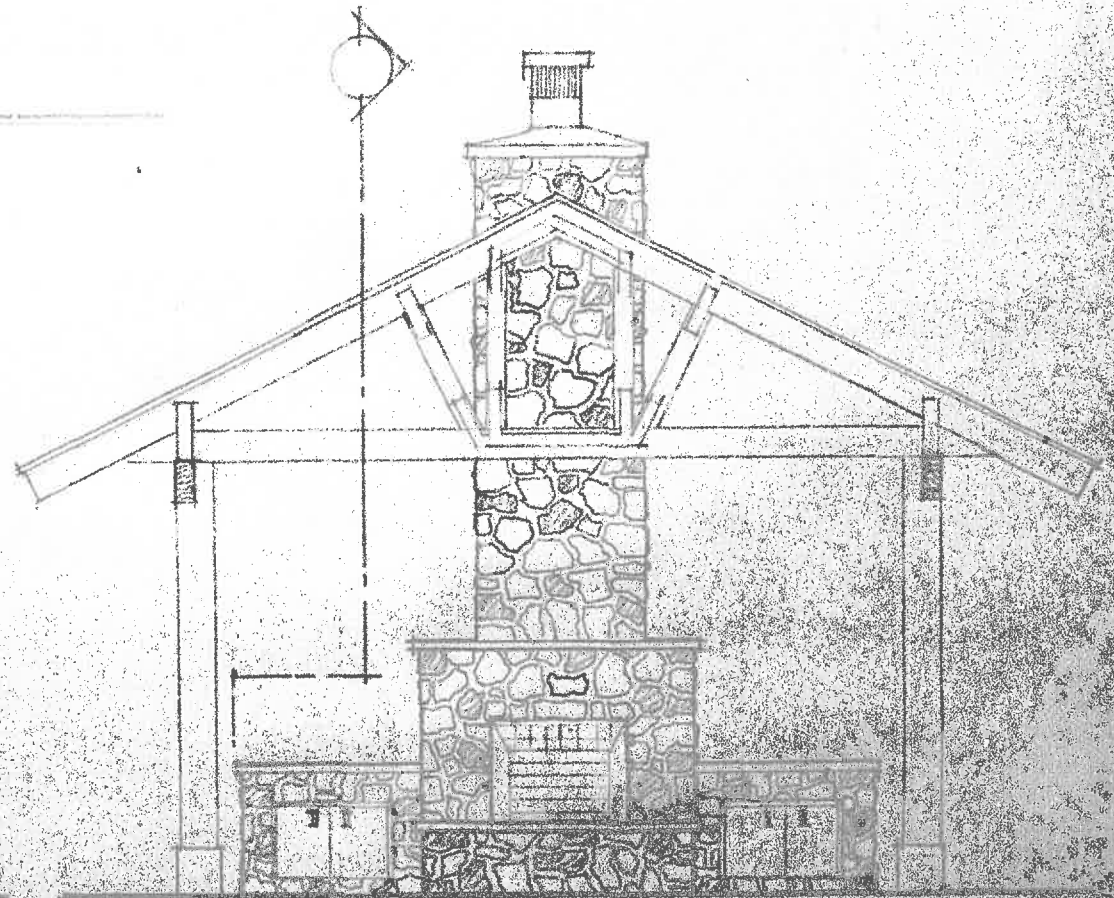
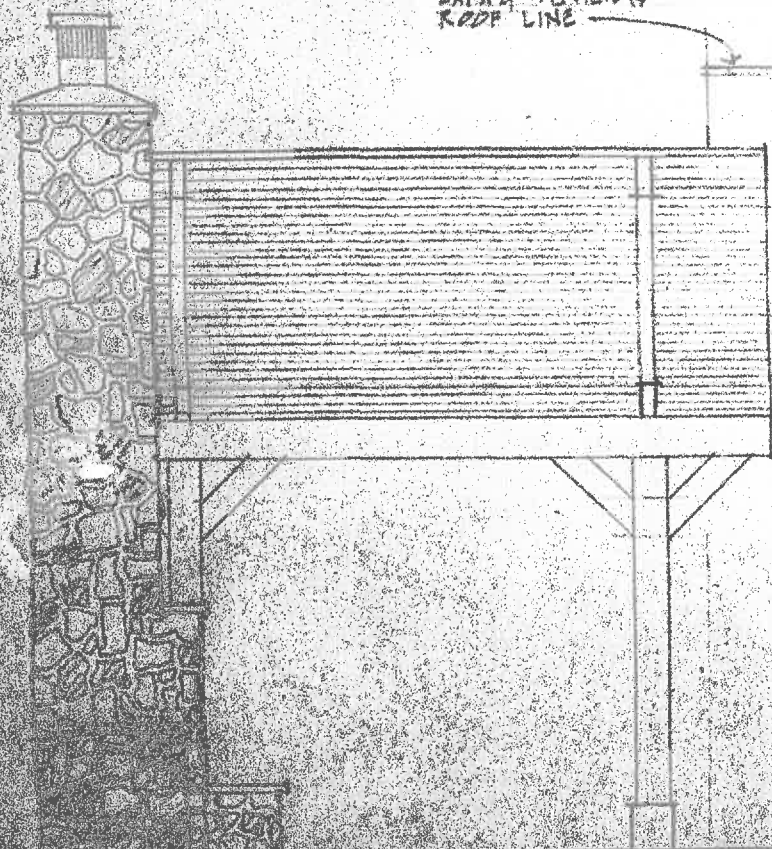
FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)

EXIST'G PAVILION
ROOF LINE



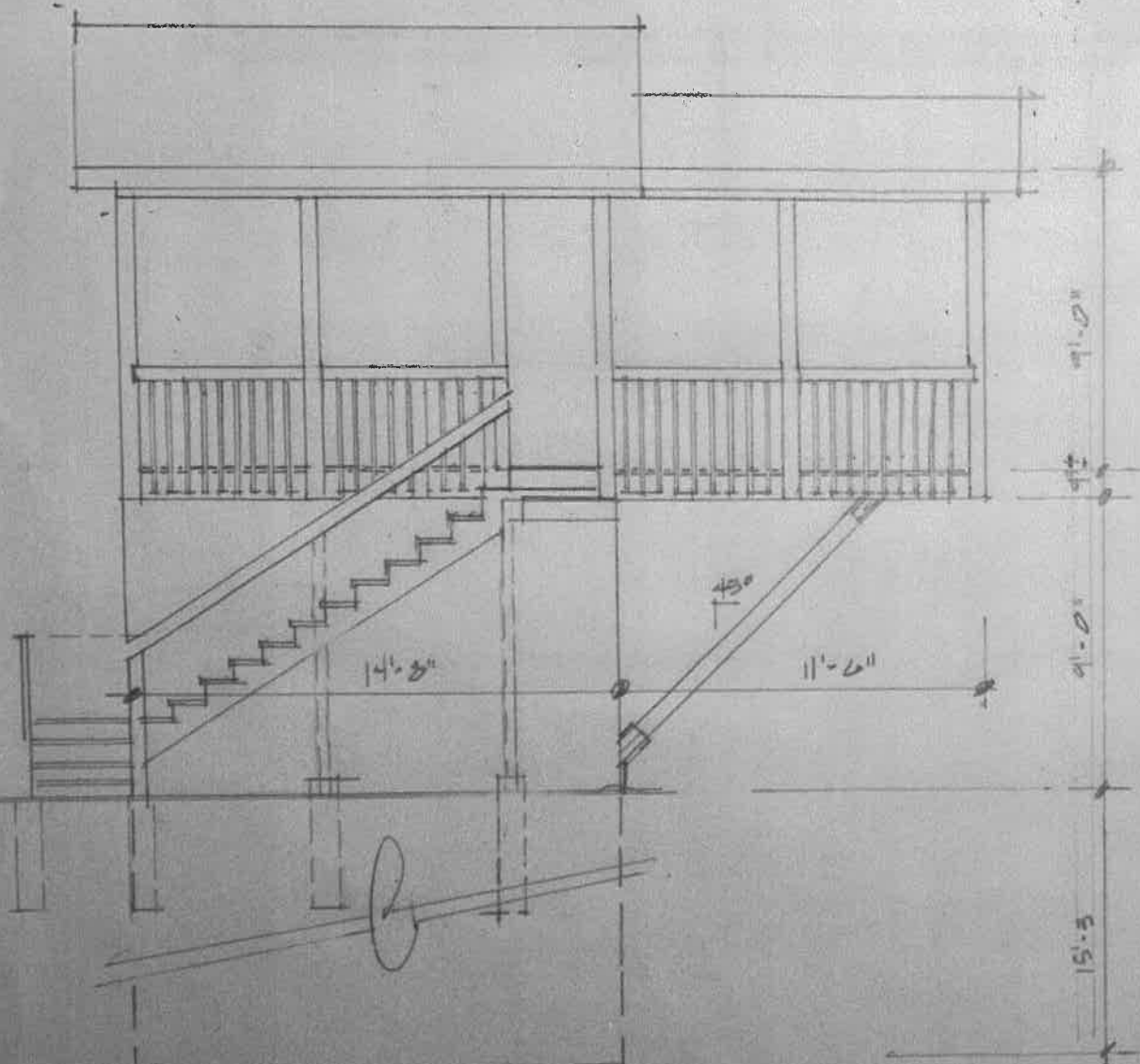
SECTION

FRONT ELEVATION

5/8" = 1'-0"

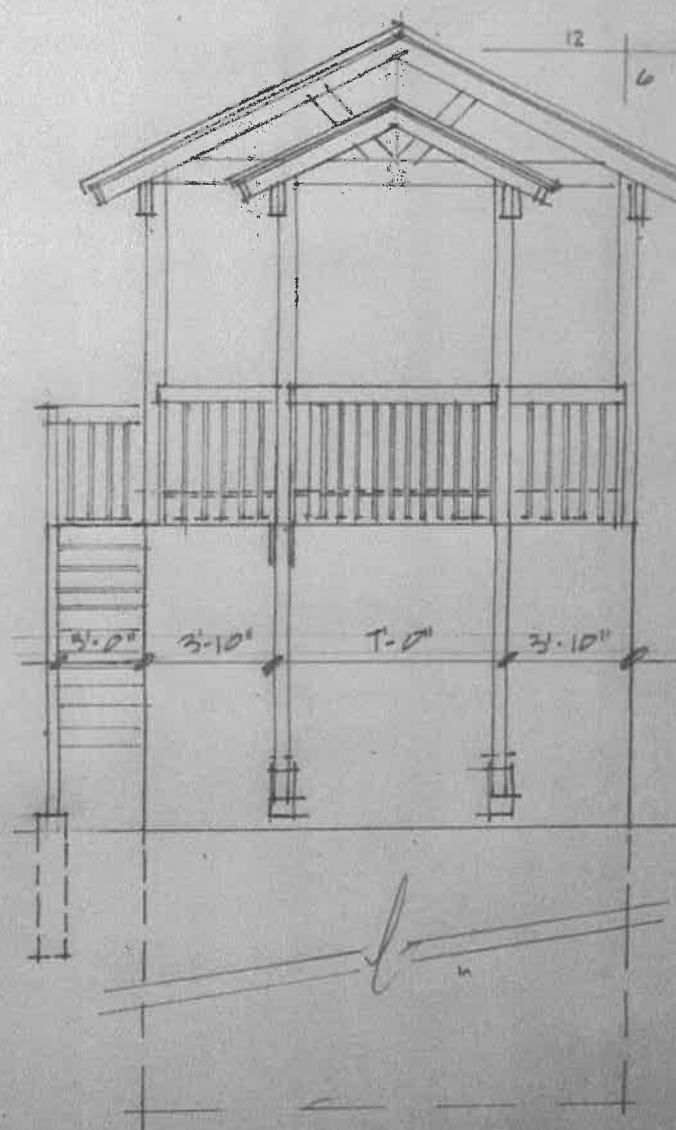
ROTARY RIVERSIDE PARK PAVILION

7-15-11



NORTH ELEVATION

ROTARY PARK 1/4" = 1'-0"



WEST ELEVATION

2-1-2022



PARKS DEPARTMENT MAINTENANCE AND RECREATION REPORT

June 27, 2023; PARK BOARD MEETING

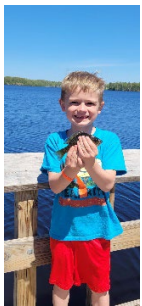
Recreation Report

Adult Sports

- Adult Summer Softball
 - Strikes mats have helped a lot with arguing.
 - The new trees at Memorial Park have received a lot of favorable comments, but none more than the pruning of those 3 trees in the middle. Many have voiced despite less branches for balls to get tangled in; the top branches that block the lights are still more of the concern.
- Summer Pickleball
 - There seems to be a large division in skill level. If we run a fall pickleball league, we will move forward with dividing the league into an upper and lower.
 - Overall, these two leagues are a huge hit, and we may lean into this sport more and more as the years progress.
 - We did need to cancel our first pickleball tournament this summer, which was to occur on June 24, unfortunately we had too few teams signed up.

Special Events

- The Brainerd Fishing Clinic had 40 attendees. A total of 100 people were involved including volunteers and parents. The weather was possibly too nice, if such a thing. But, that's 40 more children getting into a lifelong sport. We received some inquiries for future donations that could freshen up the clinic.



Concessions

- We assisted BBBA with concessions the past 3 weekends. That seemed to work well. An invoice for the food for the umps they put on a tab will be sent shortly.
- All hired concession stand workers have been trained in.
- All 3 concession stands are up and running now that the epoxy flooring is complete at Memorial Park.
- Viking Coca-Cola has reached out asking if they could assist with making concessions signs for us. We will take advantage of this offer.
- The necessary price increases and decreased inventory has been efficient.

Misc.

- I just want to publicly thank Emily Bjorgan for stepping up and helping us during the vacancy of our admin specialist position. She as well as Toni, Steph, and Pam have helped immensely this past month.

Parks Maintenance Report

- Replaced strippers and paint sticks
- Inspection of all fire extinguishers
- Made shop extinguisher signs
- Edged, whipped and mowed PW garage and sprayed herbicide
- Prepped downtown planters
- Moving used hockey rink boards to inside storage
- Leveled and added class 5 base to areas for trailer parking
- Still working on new shop facility
- Ordered & received 54 yards of aggrylime
- Marked out and painted soccer field for YMCA
- Leveled campground road
- AED to softball fields concessions
- Replace Bane coke cooler, has electrical short
- Fixed flag downtown
- Homeless sleeping in restrooms
- Had garage door replaced at Jaycees due to vandalism
- Getting LPW ready for grand opening
- Prepping for BBBA tournaments
- Getting miscellaneous keys made and distributed
- Cleaned out Memorial concession for epoxy flooring
- Watering downtown flowers for 3 times a week
- Repaired and replaced LPW history signage
- Getting sidewalks and slabs for benches poured
- Fixing damaged toilets due to vandalism
- Drinking water and backflow tests at LPW
- Painted and assembled fountain at Gregory
- Fixed leak at splashpad
- Hung toilet paper and soap dispensers at LPW
- Ordered no skateboard signs for LPW
- Ordered park signs for Lum and LPW parks
- Watering memorial trees
- Planted memorial lilac
- Spraying fence lines and watering trees
- Installed ball valve for sprayer
- Replace some sprinkler heads
- Marked trouble spots for irrigation at LPW
- Put up volleyball nets and prepped courts
- Re-hanging vandalized batting cage
- Moved pitching protector to Jaycees
- Resolved a scheduling conflict at Lum Park pavilion
- Moved appliances back into concession after epoxy floor treatment
- Moved air compressor to new shop
- Cleaned and shocked fountain by reconstruction project
- 2 mowers running 5 days a week, 1 more running 2 days a week
- Garbage runs and restroom cleaning 7 days a week
- Installed restroom signs on Kiwanis park pavilion
- Cleaning and greased overhead doors at shop

- Repairing vandalized sink at Lum Park
- Set up pull behind sprayer for John Deere tractor
- Picked up whip, blower and mulch kit
- Cutting up limbs and picking up dead branches
- Swept out new cold storage building at PW facility
- Replaced busted toilet at Lum Park due to vandalism
- Showers getting broken into by homeless, trying to secure with plates
- Degreased and wired 220v compressor
- Cleaned debris off and whipped Miracle Field
- Secured restroom signs on LPW building
- Cleaning miscellaneous appliances
- Cleaning kitchenettes
- Made, marked, and delivered another set of restroom keys
- Fixed broken electrical wire on weed sprayer
- Cleaned Gregory fountain again due to construction project
- Pressure washed pavilion floors at Gregory and Memorial
- Rebuilt pony mounds at Bane and Jaycees
- Cut baselines
- Trim trees between softball fields
- Blew off parking lot
- Fixed water heater for campground showers
- Repaired door at Gregory due to vandalism
- Raked out lip at Jaycees pony field
- Painting over miscellaneous graffiti
- Moving picnic tables around for events
- Replaced 2 bases on ball fields
- Painted bases on big BBF
- Garbage receptacles being stolen
- Spraying miscellaneous bee nests
- Meeting with tree planters and trimming
- Working on 3rd tournament in June
- Making cedartone frames for park signage
- Welding mounting brackets
- Fixed bent groomer broom
- Weed whipping
- Grinding stumps
- Degreasing equipment and washing
- Moving freezers for concessions
- Planted memorial tree (red pine) and hung plaque
- Installed 2 memorial benches at Kiwanis
- Hung new Kiwanis signs
- Replaced garbage receptacle at community garden
- Mulched around trees
- Secured electrical boxes at LPW
- Provided police with new keys to parks
- Made more concession keys
- Washed miscellaneous City trucks
- Spraying fence lines and watering trees
- Secured shower doors
- Cleaned out and tightened up skidsteer tracks