



PARK BOARD AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Tuesday, August 22, 2023 @ 4:00 PM

The public is invited to attend these meetings in person

Meetings are broadcast on CTC ch 8, Charter ch 181, YouTube, AppleTV, Roku, and Amazon FireTV

1. **Call To Order**

2. **Roll Call**

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

3. **Pledge of Allegiance**

4. **Approval Of Agenda - Voice Vote**

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 to be ADOPTED BY ROLL CALL

A. **Approval of Minutes**

B. **Approval of Disbursements**

C. **Financial Reports**

6. **Presentations**

7. **Unfinished Business**

8. **New Business**

A. **Approve Buster Pavilion Quotes**

B. **Discussion on Park Dedication Funds for Softball Field Netting**

C. **Request to Review Grant Opportunity for Conservation Partners Legacy (CPL) Grant Program FY 2024**

D. **Discussion on 2024 Parks Operating and Capital Budget**

E. Discussion on Parking Vehicles at Gregory Park

9. Public Forum

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

10. Staff Reports

(Verbal: Any Updates since Packet)

A. Staff Report

11. Board Member Reports

12. Adjourn

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MISSION

"Provide high quality, cost effective public services and leadership in creating a sustainable city"

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

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

Also noted as present, Mayor Badeaux, City Administrator Bergman, City Engineer Dehn, Recreation Coordinator Kaufman, and Parks Maintenance Supervisor Harris.

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 Minutes June 27, 2023
 - b. Park Board Minutes July 11, 2023
- B. Approval of Disbursements
- C. Financial Reports

New Business

Ski Loons

Crow Wing County Sheriff's office, Deputy Brad Theising presented insightful information to the Park Board surrounding the regulations and conduct that can be regulated via the board. Theising is the head of the Boat and Water Recreation division and met with both parties prior to the meeting. It was noted that additional verbiage/language can be added to the contract between Park Board and Ski Loons to be able to govern conduct in a way that benefits all parties. Deputy Theising indicated the Sheriff's office would like to assist Park Board to figure out a best practice to allow better regulation of conduct, he also noted that this event has in fact escalated over the years.

Approval of Lyman P White Change Order # 13

Discussion took place specifically on the contract outline of staking. Dehn presented that the staking was needed/performed to help prep the site and now looking for additional funds to pay the labor costs for this.

Heated discussion took place regarding whether this was necessary due to WSB carries this expense and therefore needs to pay the contractor as the City / Park board approved a set budget. A motion was made by Board Member, Yeager to deny the change order # 13. It was immediately seconded by Miller.

Motion was unanimously denied.

Lyman P White Streambank Restoration Project Update

July 25, 2023

Amy Anderson presented the plans for this project, noting we are at the 30% completion. Amy reviewed what has been completed and what is set to be completed moving forward, noting there will be a better discussion on this at the 60% completion rate discussion.

Discussion on Cannabis in Parks

Dehn presented the upcoming legalization of marijuana / cannabis products. Needing direction on this topic, from Park Board, how did the board want to move forward with implementation or discussion on the topic of usage in our parks.

After much discussion on this, a motion was made by Board Member Rushmeyer to Leave our Views on Smoking in the Parks as is – this would mean that no smoking of any products is allowed in our parks. This motion was seconded by Yeager. A roll call vote was implemented, to leave as is, majority vote ruled to leave the “No Smoking” as is.

A motion regarding views on vaping in the park, and leaving this policy as is was made by Board Member Rushmeyer and seconded by Yeager. A roll call vote was implemented, to leave as is, majority vote ruled to leave the “Vaping (no smoking)” as is.

A motion was made by Board Member Yeager for staff to prepare and come back to the board with a sample of an ordinance for review regarding the use of cannabis in the parks. Specifically modeling the unlawful use of public space. Second made by Miller.

An amended motion was made to remove edibles and hemp products from this motion by Yeager and seconded by Miller. Upon performing a roll call vote, this motion was unanimously approved.

Discussion on Rotary Solar Panels

Noon Rotary club presented a cash flow analysis of solar systems and how it benefits the Park Board with getting financial / tax credits. Rotary wants to make this park an educational space for guests and the community. The Board decided they needed additional information in order to make a concrete decision on this project.

Further discussion amongst the board indicated – being willing to enter into a joint – ownership agreement with Rotary in order to obtain a tax credit that would benefit the Park Board, we would require that after a set amount of time, then Rotary would need to be responsible for upkeep and long – term maintenance on this park.

Approve Gregory Park Gate Options and Policy Discussion

Dehn presented on this discussed that there are now rolling carts in place for citizens who rent the facilities to use so as to avoid / deter them from parking inside the park grounds. Discussion was also had and options were presented to the board regarding the gate that will be erected for Staff use, only. A motion was made for the gate option # 2 by Rushmeyer and was seconded by Yeager. Motion passed for gate option #2.

In regard to the parking policy: no vehicles are allowed on the grass in our parks, special events would be a case by case basis. This motion was made by Yeager and seconded by Schaefer.

Approve Additional ADA Improvements

Dehn presented on needing direction for spending the remaining \$15,000 of the allocated \$35,000 budget for these ADA improvements. A motion was made by Yeager to approve the ADA upgrades presented at Kiwanis Park as described in the agenda item. This motion as seconded by Miller.

Motion passed.

July 25, 2023

Parks Chair, Shipe opened up the Public Forum at 6:29 pm. Public Forum was closed at 6:30 pm by Chair Shipe.

Board Member Reports

There were no Board member reports.

Staff Reports

Kaufman went over end of summer sports and wrap up of Bane Concessions. Kaufman also discussed interests in additional Pickleball leagues as well as roller hockey. Great Pumpkin festival is October 14th. We will have an abundance of items from cold storage to take care of once we remove the Lum Park Beach house. Kaufman asked the board to keep in mind and / or direct on whether we will sell these items that have been stored there, or what the board wants staff to do with those items.

Mayor Badeaux did include that the Mills dugouts were painted after we received funding from the Sports Boosters and getting kids to volunteer their time. They were able to successfully paint and update the dugouts for just under \$1,000.

Adjourn

MOVED AND SECONDED BY YEAGER AND SCHAEFER, DULY CARRIED, TO
ADJOURN THE MEETING AT 6:41 P.M.

Respectfully Submitted,

Brittney Tollefson, Administrative Specialist

Pursuant to due call and notice thereof, the joint workshop of the Brainerd City Council and Park Board was called to order at 4:00 P.M. by Council President Bevans.

Upon roll call, the following members were noted as present: Czeczok, Terry, Stenglein, Johnson, and Bevans. Mayor Badeaux was also noted as present. Members O'Day and Stunek were noted as absent. Park Board Members noted as present: Miller, Schaefer, Yeager, and Shipe.

Also noted as present were Administrator Bergman, Finance Director Hillman, City Engineer/ Public Works Director Dehn, and Police Chief Davis.

Discussion of Parks Capital Budget

Public Works Director Dehn stated that the Park Board is looking for direction on initial capital planning.

Park Board Chair Shipe asked how the Council would like to close the gap of deferred maintenance and planning for the future.

Chair Bevans asked Personnel and Finance Chair Johnson what the capital budget of the Park Board was previously.

Member Johnson stated that without accounting for ARPA dollars, the capital budget for Parks was \$217,500 in 2023 and averaged \$399,000 the previous three years.

Chair Bevans asked whether the Park Board can work with \$400,000 instead of asking the taxpayers to support \$1.6 million in capital in 2024.

Park Board Chair Shipe stated that the Park Board inventoried all of the capital items at all parks and made a rough assessment of when the items need to be replaced. By planning for those future expenditures and those that need more immediate attention, the Park Board developed the current needs in our parks. The Park Board is not asking for \$1.6 million, that is the need that the Parks have to maintain what the parks have today.

City Engineer/ Public Works Director Dehn stated that to maintain the parks the cost is about \$645,000 annually, without replacing structures that are already in dire need.

Member Johnson stated that all the deferred maintenance is about \$5 million dollars in order to be able to maintain at \$645,000.

Park Board Chair Shipe stated that he would like to start with determining what items the parks would be better to remove than maintain to determine how much the capital needs are in the future.

Mayor Badeaux stated that the Park Board has determined the reach of the "kingdom" that the City has. The maintenance philosophy has previously been to let things rot, and in working with this Park Board they have developed a philosophy of maintaining the assets we have, removing assets that aren't as valued, and planning for the future.

Member Czeczok asked what has been removed in the last five years.

Mayor Badeaux stated that small things have been removed, Mill Park was removed from the property and not completely replaced in its move to Memorial.

Discussion took place surrounding vision and philosophy.

Chair Bevans questioned whether the City could provide the funds without a tax increase, whether through bonding or referendum.

Finance Director Hillman stated that bonding, especially for Parks, has a lot of requirements. If bonding was the route, the City would have to increase taxes.

Member Stenglein does not see a problem with \$650,000 the question is how the City gets to that number.

Member Johnson referred to the agenda request for funding ideas by the Park Board. Activities should contribute to the maintenance of the fields and facilities they use. The service groups that are developing these parks can contribute more to the maintenance of the facilities they are funding. He also thinks, some things need to be removed from parks.

Discussion took place surrounding removal of items and fundraising.

Member Johnson stated that the \$645,000 sounds great for capital for Parks. However, fitting that into the plan city wide is more complicated. There are years when larger purchases need to be made by other departments and Parks budget would need to be reduced.

Member Yeager stated that he would ask for the money to get back to a baseline, adopting a general philosophy of reduction of capital, and developing long-term partnerships to maintain parks.

Chair Bevans stated that he would be in favor of a referendum in 2024 to ask the taxpayers whether they would support funding over a period of time to get the Parks back to baseline.

Discussion took place surrounding referendums voted on previously by citizens.

Finance Director Hillman stated that the City needs to be mindful of donated structures when removing items.

Member Miller stated that all donated items should have one life cycle, after that life cycle the group is responsible for its replacement or understand it will be removed.

City Engineer/Public Works Director Dehn asked for clarification for the 2024 budget. Staff will look into the referendum option.

Member Johnson stated that he would be comfortable with a Parks Capital budget proposal of \$750,000. He would like to see items specified in the Capital Budget.

Park Board Chair Shipe stated that by capital planning and creating a capital fund for parks, the department would have money to replace structures when their life cycle is completed.

Member Johnson stated that this idea is much like the Fire Department's fund that they have to save for trucks so that the City does not have to issue debt when the time comes to purchase a truck.

Member Schaefer stated that she believes that marketing of our parks would help to bring attention to the parks. So that when a gazebo needs to be taken down, people would know what's happening or be given an opportunity to make changes.

Discussion took place on the notification of removal of items and marketing.

Chair Bevans thanked the Park Board for their analysis. Next steps are to figure out who is going to be responsible for taking on fundraising projects and prioritizing projects.

Discussion of Cannabis in Public Places

Park Board Chair Shipe gave an overview of the discussion from the Park Board based on cannabis. The Park Board recommends that cannabis smoking not be allowed in public places. There was also discussion during the Park Board to include cigarette smoking in the ordinance as well. The Park Board ultimately split 3-2 in favor of no smoking cannabis in public places. The dissenting votes wanted to support smoke-free parks.

Member Johnson stated that the City should leave the cigarette smokers alone. He does not support smoking cannabis in public places. Cigarette smokers can no longer smoke inside of a bar/restaurant, not being able to smoke on the sidewalk would cause someone to break a rule somewhere or cause people not to want to go to our restaurants.

Member Stenglein stated she would be interested in extending the policy to cigarette smokers as well.

Mayor Badeaux agrees that smoking cannabis in public spaces makes him uncomfortable. As a city he believes we should ensure that everyone feels comfortable using our public spaces.

Members Terry and Czczok stated that they support no smoking anywhere in public including cigarettes.

Police Chief Davis stated that regulating cigarette smokers does not seem aesthetically pleasing, but if that's the decision that the Council makes, the Police Department will enforce it.

Member Miller stated that there is a cultural difference between cigarette smokers and cannabis smokers.

Member Terry asked for clarification of his statement.

Member Miller stated that he believes those who smoke cigarettes are more aware and move away from people when they smoke as they are used to being separated. He does not believe vapers and cannabis smokers have the same consideration for others.

Police Chief Davis added that the impairment from cannabis is the major concern.

Member Johnson asked to have the City Attorney check into state statute for regulating cigarette smoking. The law for cannabis specifically states that cities have the ability to regulate the use in public spaces. He wonders if the cigarette law also states the same thing. He is in favor of banning smoking cannabis in public spaces.

Mayor Badeaux stated that the Park Board voted to not change their policy on smoking at youth events.

Adjourn

The Chair adjourned the meeting at 7:25 p.m.

Jennifer Bergman
City Administrator

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

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

Other notable members present, Honorable Mayor, Badeaux, and City Engineer/Public Works Director, Dehn.

Discuss Proposed 2024 Capital and Operating Budget Request

Dehn presented the updated 2024 proposed budget and reviewed how staff came up with the budget. Full review of the operating budget was reviewed. Board member Yeager made a motion to proceed with operating budget as presented. This was seconded by Schaefer and unanimously approved.

Dehn presented the Capital Budget for 2024. There was a lot of discussion on capital budget. General consensus on the capital budget was that there needed to be no more building of any structures at the parks and that the Park Board needed to be a bit more strategic with their spending.

Review proceeded over proposed budget line items and could they cut down on some proposed costs. Park Board reviewed the amount they were hoping to request (up to \$750,000) and discussion commenced on 2% of replacement costs are being looked at for the future maintenance and up-keep of the parks. While additional items presented from Jessie Dehn were discussed as what could wait to be maintained and not spent in 2024.

Discussion was had after Mayor Badeaux explained Council will want to know more specific details of spending. Specifically, what could Park Board look at to determine their ask of funds could be spent on within the next 5 years for Council Clarification.

Adjourn

MOVED AND SECONDED BY SCHAEFER AND YEAGER, DULY CARRIED, TO ADJOURN THE MEETING TO THE NEXT COUNCIL MEETING AT 5:31 P.M.

Respectfully Submitted,

Brittney Tollefson, Administrative Specialist

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 0011 - ACE HARDWARE:							
316612/1 78365	ACE HARDWARE KEY - NEW SHOP DOOR 230-5200-42220	07/14/2023 pziemer	08/09/2023	20.93	0.00	Paid	Y 08/09/2023
	REPAIR & MAINT			20.93			
316679/1 78366	ACE HARDWARE FLY PAPER - SHOP 230-5200-42220	07/17/2023 pziemer	08/09/2023	6.29	0.00	Paid	Y 08/09/2023
	REPAIR & MAINT			6.29			
316689/1 78601	ACE HARDWARE KEYS/TAGS LPW BREAKER BOX 230-5200-42220	07/18/2023 pziemer	08/09/2023	74.92	0.00	Paid	Y 08/09/2023
	REPAIR & MAINT			74.92			
31661/1 78739	ACE HARDWARE STANDINGS BOARD REPAIRS 230-5200-42220	07/24/2023 pziemer	08/09/2023	6.29	0.00	Paid	Y 08/09/2023
	REPAIR & MAINT			6.29			
316406/1 78889	ACE HARDWARE LUM PARK - DRAIN PLUG 230-5200-42220	08/01/2023 pziemer	08/23/2023	1.80	1.80	Open	N 08/23/2023
	REPAIR & MAINT			1.80			
317493/1 78890	ACE HARDWARE STRAPS - PARKS 230-5200-42220	08/14/2023 pziemer	08/23/2023	1.79	1.79	Open	N 08/23/2023
	REPAIR & MAINT			1.79			
317197/1 78900	ACE HARDWARE THREAD SEALTAPE - PARKS 230-5200-42220	08/03/2023 pziemer	08/23/2023	3.58	3.58	Open	N 08/23/2023
	REPAIR & MAINT			3.58			
317013/1 78901	ACE HARDWARE WIRING - PARKS SHOP 230-5200-42220	08/01/2023 pziemer	08/23/2023	22.30	22.30	Open	N 08/23/2023
	REPAIR & MAINT			22.30			
317150/1 78902	ACE HARDWARE RAKE BOW X2 230-5200-42220	08/02/2023 pziemer	08/23/2023	53.98	53.98	Open	N 08/23/2023
	REPAIR & MAINT			53.98			
317231/1 78903	ACE HARDWARE GGP HOSE BIBB BRASS 230-5200-42220	08/03/2023 pziemer	08/23/2023	11.69	11.69	Open	N 08/23/2023
	REPAIR & MAINT			11.69			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
317440/1 78904	ACE HARDWARE KIWANIS REPAIR 230-5200-42220	08/11/2023 pziemer	08/23/2023	1.79	1.79	Open	N 08/23/2023
	REPAIR & MAINT			1.79			
317484/1 78905	ACE HARDWARE WASP SPRAY/POWER BITS 230-5200-42220	08/14/2023 pziemer	08/23/2023	43.07	43.07	Open	N 08/23/2023
	REPAIR & MAINT			43.07			
Total for vendor 0011 - ACE HARDWARE:				248.43	140.00		

Vendor 2902 - ADVANCE AUTO PARTS:

6574320929614 78891	ADVANCE AUTO PARTS BATTERY - GARBAGE TRUCK PARKS 230-5200-42220	08/01/2023 pziemer	08/23/2023	169.39	169.39	Open	N 08/23/2023
	REPAIR & MAINT			169.39			
6574321329791 78892	ADVANCE AUTO PARTS CREDIT FOR PARKS TRUCK BATTERY 230-5200-42220	08/01/2023 pziemer	08/23/2023	(22.00)	(22.00)	Open	N 08/23/2023
	REPAIR & MAINT			(22.00)			
Total for vendor 2902 - ADVANCE AUTO PARTS:				147.39	147.39		

Vendor 2670 - AMERICAN STEEL SUPPLY INC:

116670 78893	AMERICAN STEEL SUPPLY INC GGP GATE REPAIRS 230-5200-42220	08/08/2023 pziemer	08/23/2023	73.24	73.24	Open	N 08/23/2023
	REPAIR & MAINT			73.24			
116695 78894	AMERICAN STEEL SUPPLY INC GGP GATE FABRICATION 230-5200-42220	08/09/2023 pziemer	08/23/2023	145.42	145.42	Open	N 08/23/2023
	REPAIR & MAINT			145.42			
116723 78895	AMERICAN STEEL SUPPLY INC GGP GATE FABRICATION 230-5200-42220	08/10/2023 pziemer	08/23/2023	159.60	159.60	Open	N 08/23/2023
	REPAIR & MAINT			159.60			
Total for vendor 2670 - AMERICAN STEEL SUPPLY INC:				378.26	378.26		

Vendor 2846 - AMERICAN WELDING-GAS INC:

09509430 78896	AMERICAN WELDING-GAS INC NOZZLES 230-5200-42220	08/09/2023 pziemer	08/23/2023	61.84	61.84	Open	N 08/23/2023
	REPAIR & MAINT			61.84			
Total for vendor 2846 - AMERICAN WELDING-GAS INC:				61.84	61.84		

08/17/2023 12:47 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/22/2023 - 08/21/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 3/14

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 2740 - AT&T MOBILITY:							
X08032023/PARKS							
78707	AT&T MOBILITY	07/25/2023	08/09/2023	272.34	0.00	Paid	Y
	ACCT 287292136423 PARKS PHONES	pziemer					08/09/2023
	230-5200-43321 TELEPHONE			272.34			
	Total for vendor 2740 - AT&T MOBILITY:			272.34	0.00		
Vendor 3722 - BEN WESTLUND:							
36							
78745	BEN WESTLUND	07/01/2023	08/09/2023	4,000.00	0.00	Paid	Y
	REMOVE LIGHTNING STRUCK TREE OFF BLE	pziemer					08/09/2023
	230-5200-42220 REPAIR & MAINT			4,000.00			
37							
78746	BEN WESTLUND	07/31/2023	08/09/2023	4,200.00	0.00	Paid	Y
	PRUNE/CANOPY RAISE TREES OVER DUGOUT	pziemer					08/09/2023
	230-5200-42220 REPAIR & MAINT			4,200.00			
	Total for vendor 3722 - BEN WESTLUND:			8,200.00	0.00		
Vendor 0748 - BJERGA FEED STORES:							
1386964							
78897	BJERGA FEED STORES	08/14/2023	08/23/2023	367.48	367.48	Open	N
	HERBICIDE - PARKS	pziemer					08/23/2023
	230-5200-42220 REPAIR & MAINT			367.48			
	Total for vendor 0748 - BJERGA FEED STORES:			367.48	367.48		
Vendor 0749 - BRAINERD LAKES SEWER, LLC:							
8194							
78720	BRAINERD LAKES SEWER, LLC	07/31/2023	08/09/2023	515.00	0.00	Paid	Y
	SATELLITE RENTALS - PARKS	pziemer					08/09/2023
	230-5200-43410 RENTAL EXPENSE			245.00			
	230-5215-42210 OPERATING SUPPLIES			135.00			
	230-5200-43410 RENTAL EXPENSE			135.00			
	Total for vendor 0749 - BRAINERD LAKES SEWER, LLC:			515.00	0.00		
Vendor 0296 - BRAINERD PUBLIC UTILITIES:							
JUNE 2023/PARKS							
78425	BRAINERD PUBLIC UTILITIES	07/01/2023	08/09/2023	19,241.01	0.00	Paid	Y
	5/24/23-6/24/23 PARKS UTILITIES	pziemer					08/09/2023
	230-5200-43381 BPU UTILITIES			18,375.45			
	230-5280-43380 UTILITIES			622.05			
	230-5280-43380 UTILITIES			56.59			
	230-5280-43380 UTILITIES			186.92			

08/17/2023 12:47 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/22/2023 - 08/21/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 4/14

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
JULY23/PARKS							
78849	BRAINERD PUBLIC UTILITIES 6/24/23-7/24/23 PARKS UTILITIES 230-5200-43381 BPU UTILITIES 230-5200-43381 BPU UTILITIES 230-5280-43380 UTILITIES 230-5280-43380 UTILITIES 230-5280-43380 UTILITIES Total for vendor 0296 - BRAINERD PUBLIC UTILITIES:	08/14/2023 pziemer	08/23/2023	17,979.63 587.40 16,566.57 608.22 53.74 163.70 37,220.64	17,979.63 17,979.63	Open	N 08/23/2023
Vendor 0307 - CENTERPOINT ENERGY:							
92166-0/JUL23/PARKS							
78698	CENTERPOINT ENERGY 6/16/23-7/18/23 PARKS UTILITIES 230-5200-43380 UTILITIES 230-5200-43380 UTILITIES Total for vendor 0307 - CENTERPOINT ENERGY:	07/26/2023 pziemer	08/09/2023	66.96 34.46 32.50 66.96	0.00 0.00	Paid	Y 08/09/2023
Vendor MISC - CONNIE SYLVESTER:							
58682358							
78685	CONNIE SYLVESTER SITE 16: AUG 18-20 REFUND CAMPING 230-5280-34710 CAMPGROUND REVENUE 101-0000-20810 STATE TAX PAYABLE 101-0000-20811 COUNTY SALES TAX 101-0000-20812 CITY TAX PAYABLE 101-0000-31410 LODGING TAX	07/31/2023 pziemer	08/09/2023	110.00 99.21 6.82 0.50 0.50 2.97	0.00	Paid	Y 08/09/2023
58682312							
78686	CONNIE SYLVESTER SITE 16: 8/20-8/22 CAMPING REFUND 230-5280-34710 CAMPGROUND REVENUE 230-5280-34710 CAMPGROUND REVENUE 101-0000-20810 STATE TAX PAYABLE 101-0000-20812 CITY TAX PAYABLE 101-0000-20811 COUNTY SALES TAX 101-0000-31410 LODGING TAX	07/31/2023 pziemer	08/09/2023	105.00 90.19 4.64 6.52 0.47 0.47 2.71	0.00	Paid	Y 08/09/2023
58682412							
78687	CONNIE SYLVESTER SITE 16: AUG 16-18 REFUND CAMPING 230-5280-34710 CAMPGROUND REVENUE 101-0000-20810 STATE TAX PAYABLE 101-0000-20812 CITY TAX PAYABLE 101-0000-20811 COUNTY SALES TAX 101-0000-31410 LODGING TAX Total for vendor MISC - CONNIE SYLVESTER:	07/31/2023 pziemer	08/09/2023	100.00 90.19 6.20 0.45 0.45 2.71 315.00	0.00 0.00	Paid	Y 08/09/2023

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 0125 - CONSOLIDATED TELEPHONE CO:							
00048776-7							
78847	CONSOLIDATED TELEPHONE CO	08/12/2023	08/17/2023	208.15	208.15	Open	N
	8/12-9/11 CAMPGROUND INTERNET/WIFI	pziemer					08/17/2023
	230-5280-43321	TELEPHONE		208.15			
21250952/PARKS							
78856	CONSOLIDATED TELEPHONE CO	08/12/2023	08/17/2023	49.29	49.29	Open	N
	8/12-9/11 PARKS PHONE/INTERNET	pziemer					08/17/2023
	230-5200-43321	TELEPHONE		49.29			
	Total for vendor 0125 - CONSOLIDATED TELEPHONE CO:			257.44	257.44		
Vendor 0900 - CUB FOODS - BRAINERD:							
TRX: 369 - PARKS							
78362	CUB FOODS - BRAINERD	07/13/2023	08/09/2023	21.98	0.00	Paid	Y
	CONCESSIONS - CHEESE	pziemer					08/09/2023
	230-5204-42210	OPERATING SUPPLIES		21.98			
	Total for vendor 0900 - CUB FOODS - BRAINERD:			21.98	0.00		
Vendor 3438 - DAHLHEIMER BEVERAGE:							
1954000							
78363	DAHLHEIMER BEVERAGE	07/11/2023	08/09/2023	189.50	0.00	Paid	Y
	JANITORIAL SUPPLIES	pziemer					08/09/2023
	230-5200-42220	REPAIR & MAINT		189.50			
1956682							
78364	DAHLHEIMER BEVERAGE	07/13/2023	08/09/2023	77.50	0.00	Paid	Y
	CONCESSIONS - POPCORN	pziemer					08/09/2023
	230-5204-42210	OPERATING SUPPLIES		77.50			
1961998							
78742	DAHLHEIMER BEVERAGE	07/20/2023	08/09/2023	179.70	0.00	Paid	Y
	CONCESSIONS - GLOVES/POPCORN	pziemer					08/09/2023
	230-5204-42210	OPERATING SUPPLIES		179.70			
1965076							
78743	DAHLHEIMER BEVERAGE	07/25/2023	08/09/2023	189.50	0.00	Paid	Y
	JANITORIAL - TP - PARKS	pziemer					08/09/2023
	230-5200-42220	REPAIR & MAINT		189.50			
1978040							
78898	DAHLHEIMER BEVERAGE	08/10/2023	08/23/2023	151.20	151.20	Open	N
	JANITORIAL SUPPLIES PARKS	pziemer					08/23/2023
	230-5200-42220	REPAIR & MAINT		151.20			
	Total for vendor 3438 - DAHLHEIMER BEVERAGE:			787.40	151.20		
Vendor 1859 - ENTERPRISE FM TRUST:							

08/17/2023 12:47 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/22/2023 - 08/21/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 6/14

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
FBN4799152/PARKS-CR							
78840	ENTERPRISE FM TRUST AUG 23 CREDIT PARKS VEHICLE 230-0000-39101	08/03/2023 pziemer SALE OF ASSETS	08/23/2023	(34,178.69) (34,178.69)	(34,178.69)	Open	N 08/23/2023
FBN4799152/PARKS							
78841	ENTERPRISE FM TRUST AUG 23 PARKS VEHICLE LEASES 230-5200-43331	08/03/2023 pziemer LEASE PAYMENTS	08/23/2023	3,069.50 3,069.50	3,069.50	Open	N 08/23/2023
Total for vendor 1859 - ENTERPRISE FM TRUST:				(31,109.19)	(31,109.19)		
Vendor 3800 - ENVIROTECH:							
69241/PARKS-ADJ							
78458	ENVIROTECH JUL 2023 PARKS JANITORIAL - SHOP 230-5200-43380	07/24/2023 pziemer UTILITIES	08/09/2023	0.00 91.01	0.00	Void	N 08/09/2023
Total for vendor 3800 - ENVIROTECH:				0.00	0.00		
Vendor 0170 - FASTENAL COMPANY:							
MNBAX262607							
78683	FASTENAL COMPANY WDG ANCHOR 230-5200-42220	07/20/2023 pziemer REPAIR & MAINT	08/09/2023	49.20 49.20	0.00	Paid	Y 08/09/2023
Total for vendor 0170 - FASTENAL COMPANY:				49.20	0.00		
Vendor 0193 - GOODIN COMPANY:							
06640265-00							
78400	GOODIN COMPANY LUM RESTROOM 230-5200-42220	07/11/2023 pziemer REPAIR & MAINT	08/09/2023	91.45 91.45	0.00	Paid	Y 08/09/2023
Total for vendor 0193 - GOODIN COMPANY:				91.45	0.00		
Vendor 0203 - HOLDEN ELECTRIC:							
72255							
78598	HOLDEN ELECTRIC FIELD 3 LIGHT REPAIRS 230-5200-42220	07/25/2023 pziemer REPAIR & MAINT	08/09/2023	271.69 271.69	0.00	Paid	Y 08/09/2023
72503							
78883	HOLDEN ELECTRIC LUM PARK CHCK SITE 6 230-5200-42220	08/11/2023 pziemer REPAIR & MAINT	08/23/2023	132.10 132.10	132.10	Open	N 08/23/2023
Total for vendor 0203 - HOLDEN ELECTRIC:				403.79	132.10		

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor MISC - JENNIFER BANKS:							
57911281 -REFUND							
78461	JENNIFER BANKS	07/21/2023	08/09/2023	110.00	0.00	Paid	Y 08/09/2023
	REFUND LUM PARK CAMPGROUND 8/4-8/6 pziemer						
	230-5280-34710	CAMPGROUND REVENUE		99.21			
	101-0000-20810	STATE TAX PAYABLE		6.82			
	101-0000-20811	COUNTY SALES TAX		0.50			
	101-0000-20812	CITY TAX PAYABLE		0.49			
	101-0000-31410	LODGING TAX		2.98			
	Total for vendor MISC - JENNIFER BANKS:			110.00	0.00		
Vendor MISC - JON WARD:							
57584831-REFUND							
78465	JON WARD	07/17/2023	08/09/2023	45.00	0.00	Paid	Y 08/09/2023
	REFUND LUM PARK CAMPGROUND pziemer						
	230-5280-34710	CAMPGROUND REVENUE		40.59			
	101-0000-20810	STATE TAX PAYABLE		2.79			
	101-0000-31410	LODGING TAX		1.21			
	101-0000-20811	COUNTY SALES TAX		0.21			
	101-0000-20812	CITY TAX PAYABLE		0.20			
57584827 - REFUND							
78466	JON WARD	07/17/2023	08/09/2023	50.01	0.00	Paid	Y 08/09/2023
	REFUND LUM PARK CAMPGROUND pziemer						
	230-5280-34710	CAMPGROUND REVENUE		45.10			
	101-0000-20810	STATE TAX PAYABLE		3.10			
	101-0000-31410	LODGING TAX		1.35			
	101-0000-20811	COUNTY SALES TAX		0.23			
	101-0000-20812	CITY TAX PAYABLE		0.23			
	Total for vendor MISC - JON WARD:			95.01	0.00		
Vendor 3647 - KNIFE LAKE CONCRETE INC:							
992305.1							
78379	KNIFE LAKE CONCRETE INC	07/13/2023	08/09/2023	32,267.31	0.00	Paid	Y 08/09/2023
	KIWANIS & GREGORY ADA IMPROVEMENTS pziemer						
	400-9050-45530	CAPITAL - OTHER		32,267.31			
	Total for vendor 3647 - KNIFE LAKE CONCRETE INC:			32,267.31	0.00		
Vendor 3418 - LAKES AREA LOCK & DOOR HARDWARE, IN:							
13828							
78684	LAKES AREA LOCK & DOOR HARDWARE, IN	07/20/2023	08/09/2023	185.00	0.00	Paid	Y 08/09/2023
	JAYCEES PARK - REPAIR RESTROOM DOOR Ipziemer						
	230-5200-42220	REPAIR & MAINT		185.00			
	Total for vendor 3418 - LAKES AREA LOCK & DOOR HARDWARE, IN:			185.00	0.00		

08/17/2023 12:47 PM

User: pziemer

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/22/2023 - 08/21/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 8/14

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 1956 - LANDSBURG LANDSCAPE NURSERY INC:							
23229							
78899	LANDSBURG LANDSCAPE NURSERY INC	08/03/2023	08/23/2023	24.00	24.00	Open	N
	STRAW BALES	pziemer					08/23/2023
	230-5200-42220	REPAIR & MAINT		24.00			
	Total for vendor 1956 - LANDSBURG LANDSCAPE NURSERY INC:			24.00	24.00		

Vendor MISC - MATIONAL CONDUCTOR CONSTRUCTORS:

59531870-OVERPAY

78876	MATIONAL CONDUCTOR CONSTRUCTORS	08/14/2023	08/23/2023	15.00	15.00	Open	N
	OVERPAYMENT OF TEAM SPONSORSHIP	pziemer					08/23/2023
	230-5215-34715	ADULT SOFTBALL USER FEES		15.00			
	Total for vendor MISC - MATIONAL CONDUCTOR CONSTRUCTORS:			15.00	15.00		

Vendor MISC - MELISSA DRIGGERS:

57907213 - PARKS

78460	MELISSA DRIGGERS	07/24/2023	08/09/2023	50.00	0.00	Paid	Y
	REFUND LUM PARK CAMPGROUND 10/7-10/9	pziemer					08/09/2023
	230-5280-34710	CAMPGROUND REVENUE		45.10			
	101-0000-20810	STATE TAX PAYABLE		3.10			
	101-0000-31410	LODGING TAX		1.35			
	101-0000-20811	COUNTY SALES TAX		0.22			
	101-0000-20812	CITY TAX PAYABLE		0.23			

57907765 - REFUND

78462	MELISSA DRIGGERS	07/24/2023	08/09/2023	55.01	0.00	Paid	Y
	REFUND LUM PARK CAMPGROUND	pziemer					08/09/2023
	230-5280-34710	CAMPGROUND REVENUE		49.61			
	101-0000-20810	STATE TAX PAYABLE		3.41			
	101-0000-31410	LODGING TAX		1.49			
	101-0000-20811	COUNTY SALES TAX		0.25			
	101-0000-20812	CITY TAX PAYABLE		0.25			

57907842 - REFUND

78463	MELISSA DRIGGERS	07/21/2023	08/09/2023	49.98	0.00	Paid	Y
	REFUND LUM PARK CAMPGROUND	pziemer					08/09/2023
	230-5280-34710	CAMPGROUND REVENUE		45.09			
	101-0000-20810	STATE TAX PAYABLE		3.10			
	101-0000-20812	CITY TAX PAYABLE		0.22			
	101-0000-20811	COUNTY SALES TAX		0.22			
	101-0000-31410	LODGING TAX		1.35			
	Total for vendor MISC - MELISSA DRIGGERS:			154.99	0.00		

Vendor 3509 - MUTT MITT:

08/17/2023 12:47 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/22/2023 - 08/21/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 9/14

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
559688 78367	MUTT MITT 24 CASES MUTT MITTS 230-5200-42220	07/17/2023 pziemer	08/09/2023	3,098.33	0.00	Paid	Y 08/09/2023
	REPAIR & MAINT			3,098.33			
	Total for vendor 3509 - MUTT MITT:			3,098.33	0.00		

Vendor 3018 - NORTH COUNTRY JANITORIAL & SUPPLY I:

JUL 2023/PARKS

78780	NORTH COUNTRY JANITORIAL & SUPPLY I JULY 23 PARKS SHOP JANITORIAL 230-5200-43380	08/07/2023 pziemer	08/23/2023	43.75	43.75	Open	N 08/23/2023
	UTILITIES			43.75			
	Total for vendor 3018 - NORTH COUNTRY JANITORIAL & SUPPLY I:			43.75	43.75		

Vendor 0284 - OFFICE SHOP:

1129706-0

78401	OFFICE SHOP BAGS FOR CAMPGROUND TICKETS 230-5280-42210	07/17/2023 pziemer	08/09/2023	14.04	0.00	Paid	Y 08/09/2023
	OPERATING SUPPLIES			14.04			
	Total for vendor 0284 - OFFICE SHOP:			14.04	0.00		

Vendor 2137 - O'REILLY AUTOMOTIVE STORES INC.:

1647-212352

78738	O'REILLY AUTOMOTIVE STORES INC. LAWNMOWER MAINTENANCE 230-5200-42220	07/28/2023 pziemer	08/09/2023	63.44	0.00	Paid	Y 08/09/2023
	REPAIR & MAINT			63.44			
	Total for vendor 2137 - O'REILLY AUTOMOTIVE STORES INC.:			63.44	0.00		

Vendor 2939 - VIKING COCA COLA BOTTLING CO:

3187845

78740	VIKING COCA COLA BOTTLING CO CONCESSIONS - BANE BEVERAGES 230-5204-42210	07/05/2023 pziemer	08/09/2023	487.75	0.00	Paid	Y 08/09/2023
	OPERATING SUPPLIES			487.75			

3169635

78744	VIKING COCA COLA BOTTLING CO CONCESSIONS - JAYCEES BEVERAGES 230-5204-42210	07/01/2023 pziemer	08/09/2023	43.00	0.00	Paid	Y 08/09/2023
	OPERATING SUPPLIES			43.00			
	Total for vendor 2939 - VIKING COCA COLA BOTTLING CO:			530.75	0.00		

Vendor 0344 - WASTE PARTNERS INC:

37X02876/PARKS

78722	WASTE PARTNERS INC JUN 23 PARKS SHOP WASTE REMOVAL	07/31/2023 pziemer	08/09/2023	55.57	0.00	Paid	Y 08/09/2023
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08/17/2023 12:47 PM

User: pziemer

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/22/2023 - 08/21/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 10/14

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	230-5200-43380 UTILITIES			55.57			
37X02875 78723	WASTE PARTNERS INC JUN 23 PARKS WASTE REMOVAL 230-5200-43380 UTILITIES	07/31/2023 pziemer	08/09/2023	971.10	0.00	Paid	Y 08/09/2023
				971.10			
	Total for vendor 0344 - WASTE PARTNERS INC:			1,026.67	0.00		

Vendor 3914 - WATSON COMPANY:

135706 78741	WATSON COMPANY MMP CONCESSIONS - CANDY/PRETZELS 230-5204-42210 OPERATING SUPPLIES	07/25/2023 pziemer	08/09/2023	329.85	0.00	Paid	Y 08/09/2023
				329.85			
	Total for vendor 3914 - WATSON COMPANY:			329.85	0.00		

Vendor 3199 - WEX BANK:

90806722/PARKS 78873*	WEX BANK JULY 2023 PARKS DEPT FUEL 230-5200-42212 MOTOR FUELS 230-5200-42212 MOTOR FUELS	07/31/2023 pziemer	08/23/2023	2,142.92	2,142.92	Open	N 08/23/2023
				2,143.83 (0.91)			
	Total for vendor 3199 - WEX BANK:			2,142.92	2,142.92		

Vendor 0346 - WIDSETH SMITH NOLTING:

224517 78691	WIDSETH SMITH NOLTING IMP 21-17 LUM PARK ROAD/BOAT LAUNCH 401-9030-43300-21:17 PROFESSIONAL SERVICES	07/24/2023 pziemer	08/09/2023	4,686.24	0.00	Paid	Y 08/09/2023
				4,686.24			
	Total for vendor 0346 - WIDSETH SMITH NOLTING:			4,686.24	0.00		

PCard: 2257 U.S. BANK Card Holder: CITY HALL

Vendor 3698 - AMAZON:

7/6/23 78536	AMAZON UTILITY CART - GREGORY PARK 230-5200-42210 OPERATING SUPPLIES	07/06/2023 pziemer	08/09/2023	94.98	0.00	Paid	Y 08/09/2023
				94.98			
7/6/23 - 2 78537	AMAZON HAND TRUCK DOLLY - PARKS 230-5200-42210 OPERATING SUPPLIES	07/06/2023 pziemer	08/09/2023	148.19	0.00	Paid	Y 08/09/2023
				148.19			
	Total for vendor 3698 - AMAZON:			243.17	0.00		

08/17/2023 12:47 PM
User: pziemer
DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD
EXP CHECK RUN DATES 07/22/2023 - 08/21/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
PCard: 2257 U.S. BANK Card Holder: CITY HALL							
Total PCard: 2257 U.S. BANK Card Holder: CITY HALL				243.17	0.00		

08/17/2023 12:47 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/22/2023 - 08/21/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 12/14

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

Vendor 3711 - COSTCO:

6/26/23 78550	COSTCO CONCESSIONS - CHIPS, POP, BUNS 230-5204-42210	07/01/2023 pziemer	08/09/2023	214.55 214.55	0.00	Paid	Y 08/09/2023
6/29/23 78551	COSTCO CONCESSIONS/ICE 230-5200-42210 230-5204-42210	07/01/2023 pziemer	08/09/2023	54.85 3.29 51.56	0.00	Paid	Y 08/09/2023
7/18/23 78555	COSTCO CONCESSIONS - HOT DOGS 230-5204-42210	07/18/2023 pziemer	08/09/2023	47.97 47.97	0.00	Paid	Y 08/09/2023
7/18/23 - 2 78556	COSTCO CONCESSIONS - CHIPS 230-5204-42210	07/18/2023 pziemer	08/09/2023	59.46 59.46	0.00	Paid	Y 08/09/2023
7/11/23 78557	COSTCO CONCESSIONS - POP/HOTDOGS/BUNS 230-5204-42210	07/11/2023 pziemer	08/09/2023	136.17 136.17	0.00	Paid	Y 08/09/2023
7/20/23 78559	COSTCO CONCESSIONS - POP/HOTDOGS 230-5204-42210	07/20/2023 pziemer	08/09/2023	101.04 101.04	0.00	Paid	Y 08/09/2023
7/24/23 78560	COSTCO CONCESSIONS - BUNS 230-5204-42210	07/24/2023 pziemer	08/09/2023	26.94 26.94	0.00	Paid	Y 08/09/2023
7/21/23 78561	COSTCO CONCESSIONS - HOTDOGS 230-5204-42210	07/21/2023 pziemer	08/09/2023	47.97 47.97	0.00	Paid	Y 08/09/2023
Total for vendor 3711 - COSTCO:				688.95	0.00		

Vendor 0006 - WALMART COMMUNITY/GECRB:

6/27/23 78548	WALMART COMMUNITY/GECRB CONCESSIONS	07/01/2023 pziemer	08/09/2023	91.88	0.00	Paid	Y 08/09/2023
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08/17/2023 12:47 PM

User: pziemer

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/22/2023 - 08/21/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 13/14

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
PCard: 2257 U.S. BANK Card Holder: PARKS							
	230-5204-42210	OPERATING SUPPLIES		91.88			
6/29/23 78549	WALMART COMMUNITY/GECRB CONCESSIONS	07/01/2023 pziemer	08/09/2023	86.90	0.00	Paid	Y 08/09/2023
	230-5204-42210	OPERATING SUPPLIES		86.90			
7/17/23 78558	WALMART COMMUNITY/GECRB CONCESSIONS - SNACKS/CANDY	07/17/2023 pziemer	08/09/2023	108.00	0.00	Paid	Y 08/09/2023
	230-5204-42210	OPERATING SUPPLIES		108.00			
Total for vendor 0006 - WALMART COMMUNITY/GECRB:				286.78	0.00		
Total PCard: 2257 U.S. BANK Card Holder: PARKS				975.73	0.00		
# of Invoices:	76	# Due:	24	Totals:	98,502.30	24,932.51	
# of Credit Memos:	2	# Due:	2	Totals:	(34,200.69)	(34,200.69)	
Net of Invoices and Credit Memos:				64,301.61	(9,268.18)		

* 1 Net Invoices have Credits Totalling: (0.91)

--- TOTALS BY GL DISTRIBUTION ---

101-0000-20810	STATE TAX PAYABLE	41.86
101-0000-20811	COUNTY SALES TAX	3.05
101-0000-20812	CITY TAX PAYABLE	3.04
101-0000-31410	LODGING TAX	18.12
230-0000-39101	SALE OF ASSETS	(34,178.69)
230-5200-42210	OPERATING SUPPLIES	246.46
230-5200-42212	MOTOR FUELS	2,142.92
230-5200-42220	REPAIR & MAINT	13,848.81
230-5200-43321	TELEPHONE	321.63
230-5200-43331	LEASE PAYMENTS	3,069.50
230-5200-43380	UTILITIES	1,137.38
230-5200-43381	BPU UTILITIES	35,529.42
230-5200-43410	RENTAL EXPENSE	380.00
230-5204-42210	OPERATING SUPPLIES	2,112.22
230-5215-34715	ADULT SOFTBALL USER FEES	15.00
230-5215-42210	OPERATING SUPPLIES	135.00
230-5280-34710	CAMPGROUND REVENUE	608.93
230-5280-42210	OPERATING SUPPLIES	14.04
230-5280-43321	TELEPHONE	208.15
230-5280-43380	UTILITIES	1,691.22
400-9050-45530	CAPITAL - OTHER	32,267.31
401-9030-43300-21:17	PROFESSIONAL SERVICES	4,686.24

08/17/2023 12:47 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/22/2023 - 08/21/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 14/14

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
101	- GENERAL FUND			66.07	0.00		
230	- PARK & RECREATION FUND			27,281.99	(9,268.18)		
400	- CAPITAL PROJECTS FUND			32,267.31	0.00		
401	- CONSTRUCTION FUND			4,686.24	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
0000	-			(34,112.62)	(34,178.69)		
5200	- PARK MAIN/ADMINISTRATION			56,676.12	23,861.70		
5204	- CONCESSIONS			2,112.22	0.00		
5215	- ADULT SOFTBALL			150.00	15.00		
5280	- CAMPGROUND			2,522.34	1,033.81		
9030	- CONSTRUCTION PROJ-MISC			4,686.24	0.00		
9050	- CAPITAL PROJECTS-MISC			32,267.31	0.00		

As of July 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	20,020	-	-	-	-	-	-	-	-	-	-
Total Rev fr Other Gov'ts	-	1,000	-	-	-	-	-	-	-	-	-	-
Charges for Services - User Fees	11,000	9,650	1,500	304	-	-	45,000	14,879	2,000	260	1,000	1,100
Other Revenue												
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	70,000	42,196	-	-	-	-	-	-	-	-	-	-
Contributions & Donations	-	307	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	1,000	-	-	-	-	-	-	-	-	-	-	-
Misc. Revenue	1,000	1,840	-	-	-	-	-	-	-	-	-	-
Total Charges for Services	72,000	44,343	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	118,000	75,013	1,500	304	-	-	45,000	14,879	2,000	260	1,000	1,100
Total Personal Services	768,161	431,347	451	423	9,398	13,621	16,571	6,103	-	1,808	-	500
Supplies												
Office and Operating Supplies	5,750	1,574	5,500	5,650	250	918	29,915	14,332	2,000	-	2,000	3,325
Motor Fuels	23,000	9,145	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	75,000	20,843	-	-	-	-	-	1,975	-	-	-	-
Repairs & Maintenance - Mills Field	7,500	5,800	-	-	-	-	-	-	-	-	-	-
Small Tools	800	1,396	-	-	-	-	-	-	-	-	-	-
Total Supplies	112,050	38,758	5,500	5,650	250	918	29,915	16,307	2,000	-	2,000	3,325
Services												
Professional Services	28,000	14,000	-	-	-	-	-	-	-	-	-	-
Computer Technical Support	6,300	8,745	-	-	-	-	-	-	-	-	-	-
Telephone	2,580	1,791	-	-	-	-	-	-	-	-	-	-
Postage	200	10	-	-	-	-	-	-	-	-	-	-
Professional Development	2,100	-	-	-	-	-	-	-	-	-	-	-
Lease Payments	29,125	16,429	-	-	-	-	-	-	-	-	-	-
Printing/Legal Publications	1,000	19	-	-	-	-	-	-	-	-	-	-
Insurance	25,289	18,040	-	-	-	-	-	-	-	-	-	-
Utilities	79,300	29,241	-	-	-	-	-	-	-	-	-	-
Rent Expense	1,500	669	-	-	-	-	-	-	-	-	-	-
Miscellaneous	2,000	2,236	-	-	-	-	-	-	-	-	-	-
Dues and Subscriptions	1,100	839	-	-	-	-	-	-	-	-	-	-
Total Services	178,493	92,018	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	1,058,704	562,123	5,951	6,073	9,648	14,539	46,486	22,410	2,000	1,808	2,000	3,824
Other Revenue (Expenses)												
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(940,704)	(487,110)	(4,451)	(5,769)	(9,648)	(14,539)	(1,486)	(7,531)	-	(1,549)	(1,000)	(2,724)

As of July 31, 2023

	Kickball		Adult Softball		Campground		GRAND TOTAL	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Total Taxes and Penalties	-	-	-	-	-	-	35,000	20,020
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	1,000
Charges for Services - User Fees	3,000	973	50,000	38,403	40,000	40,514	153,500	106,084
Other Revenue								
Interest Income	-	-	-	-	-	-	-	-
Public Utility Electric Sales	-	-	-	-	-	-	70,000	42,196
Contributions & Donations	-	-	-	-	-	-	-	307
Misc. Program Revenue	-	-	-	-	-	-	1,000	-
Misc. Revenue	-	-	-	-	-	-	1,000	1,840
Total Charges for Services	-	-	-	-	-	-	72,000	44,343
TOTAL REVENUES	3,000	973	50,000	38,403	40,000	40,514	260,500	171,447
Total Personal Services	3,019	-	28,913	12,906	-	-	826,512	466,708
Supplies								
Office and Operating Supplies	600	-	14,000	11,055	500	150	60,515	37,004
Motor Fuels	-	-	-	-	-	-	23,000	9,145
Repairs & Maintenance	-	-	3,500	690	1,500	45	80,000	23,553
Repairs & Maintenance - Mills Field	-	-	-	-	-	-	7,500	5,800
Small Tools	-	-	-	-	-	-	800	1,396
Total Supplies	600	-	17,500	11,745	2,000	195	171,815	76,898
Services								
Professional Services	-	-	-	-	-	-	28,000	14,000
Computer Technical Support	-	-	-	-	-	-	6,300	8,745
Telephone	-	-	-	-	800	486	3,380	2,277
Postage	-	-	-	-	-	-	200	10
Professional Development	-	-	-	-	-	-	2,100	-
Lease Payments	-	-	-	-	-	-	29,125	16,429
Printing/Legal Publications	-	-	-	-	100	-	1,100	19
Insurance	-	-	-	-	-	-	25,289	18,040
Utilities	-	-	-	-	3,300	309	82,600	29,550
Rent Expense	-	-	-	-	-	-	1,500	669
Miscellaneous	-	-	-	-	-	-	2,000	2,236
Dues and Subscriptions	-	-	-	-	-	-	1,100	839
Total Services	-	-	-	-	4,200	795	182,693	92,813
TOTAL OPERATING EXPENSES	3,619	-	46,413	24,651	6,200	990	1,181,021	636,419
Other Revenue (Expenses)								
Sale of Assets	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(619)	973	3,587	13,752	33,800	39,524	(920,521)	(464,972)



Park Board Agenda Request

MEETING DATE: August 22, 2023

TITLE OF ITEM: Approve Buster Pavilion Quotes

AGENDA: Approve

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Jessie Dehn, Public Works Director **DEPARTMENT:** Public Works

PRESENTER: Jessie Dehn, Public Works Director **ESTIMATED TIME (MIN):** 5 Minutes

SUMMARY OF ISSUE: Staff solicited several quotes for the Buster Park Pavilion/Gazebo included in the 2023 capital budget. As a reminder, \$30,000 was allocated for the work. Staff reached out to several pre-fabricated structure vendors requesting quotes for the structure, using the attached drawing previously presented to the Park Board and the parks design standards. Only two responses were received, Stoltzfus Structures and St. Croix Recreation. Staff also reached out to HyTec Construction and Baratto Brothers to provide pricing on a stick-built structure using the same drawings and details. In all proposals, staff is committing to removing the existing structure to prepare the area for the new structure.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Staff received a total of 4 proposals for the Buster Park Pavilion/Gazebo. There are some variances between what was proposed between each vendor. See below for a breakdown of pricing and factors to be considered.

- Stoltzfus Structures = \$15,200
 - This does not come pre-fabricated. This comes as a kit and the City would have to assemble the pavilion.
 - Some details are not as provided in the drawing, such as post size.
 - This does not include the benches as shown in the drawing.

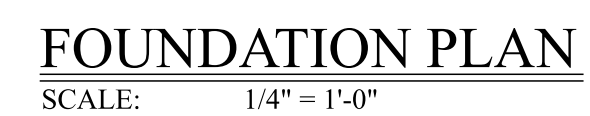
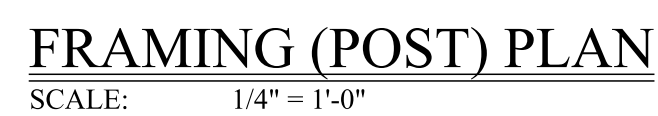
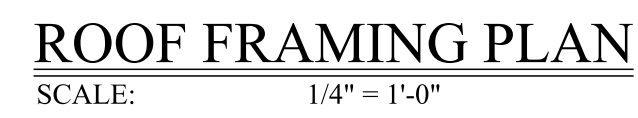
- St. Croix Recreation = \$29,970.88
 - This structure comes pre-fabricated.
 - The size is slightly different than the drawing. The roof area is 20' x 20', but post-to-post is 13' x 13'.
 - Quote includes tongue-and-groove "ceiling".
 - Structure includes a 10 year warranty.

- HyTec Construction = \$43,706

- This structure is stick-built and includes the concrete footings (not included in the first two proposals)
 - The cost includes \$1,000 for consideration of a building permit which the City would cover.
 - The quote includes \$4,956 for a metal roof upgrade. This can be savings if the Park Board wishes to go with asphalt shingles.
-
- Baratto Brothers = \$57,975
 - This structure is stick-built. Does not appear to include the concrete footings.
 - The proposal does not include metal roofing. Would be an additional \$7,400 to include.
 - Proposal includes built-in bench as shown in the drawings. Can save \$6,950 if these are removed.

RECOMMENDED ACTION/MOTION: Staff recommends approval of the proposal from St. Croix Recreation in the amount of \$29,970.88.

FINANCIAL IMPACT: \$29,970.88



A

PRELIMINARY
DOCUMENTS
(NOT FOR CONSTRUCTION)

PRINT DATE:
Wednesday, April 28, 2022
03:52 PM

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ROPD, LLC

KEVIN A. YEAGER
STUDIO OF DESIGN

BUSTER SHELTER

MAIN LEVEL FLOOR PLAN

K 1.0



ESTIMATE

Proposal is valid for 30 days.

www.mysheds.com

E: info@mysheds.com

P: (610) 593-7700

HIC # PA024682

Date	Quote #
Jul 14, 2023	Q-21501

Address	501 Laurel Street Brainerd, 56401 MN		
Prepared For	Jessie Dehn	Rep	Danielle Stoltzfus
Phone	(218) 513-0172	Rep Phone	(610) 593-7700
Email	jdehn@ci.brainerd.mn.us	Rep Email	danielle@mysheds.com

COLORS

Structure	Trim	Roof	Shutters	Doors	Windows	Garage Door

ITEMS

Product	Qty	Sales Price	Total Price
14x14 Traditional Wood Pavilion - 4 posts - KIT Stain Color: Roof Color: Standard Features : -Our Wood Pavilions are made from #1 grade treated southern yellow pine. -All boards are hand-selected for the best possible appearance. -The wood is unfinished and ready for you to stain or paint, or you can choose from one of our optional stain and paint colors. -The 5x5 posts are laminated to resist warping and checking. The posts come with a black powder-coated bracket at the bottom to attach directly onto your concrete pad or wood deck. -The 2x6 half-moon braces add beauty, and lateral strength to resist high winds. -Our decorative post trim covers all the connections for a clean appearance. -Engineered Headers are built with 3 ply 2x8's to span up to 16' long without sagging. -The roof is engineered with double main rafters for structural integrity. -We use a beautiful 1x6 tongue and groove for the ceiling and covered with architectural asphalt shingles.	1.0	\$9,735.00	\$9,735.00

Product	Qty	Sales Price	Total Price
-Our Rectangle Pavilions are Engineered to withstand 140 MPH Winds and 45 PSF Snow Loads. ***Delivered as a kit for customer to assemble***			
Stain	1.0	\$810.00	\$810.00
Upgrade to Standing Seam Metal Roof	1.0	\$4,655.00	\$4,655.00

Subtotal \$15,200.00

Sales Tax \$0.00

Total \$15,200.00

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted.

SIGNATURE _____

DATE _____

This drawing is the property of Country Lane Woodworking, LLC, provided by Timber Tech Engineering, Inc. and reproduction, alteration or use of this drawing without the written consent of Country Lane Woodworking, LLC is prohibited. Drawings shall not be scaled to obtain dimensions. The contractors and builders involved on this project shall verify all dimensions and conditions before starting work and any discrepancy shall be reported to the engineer in writing before starting work.

GENERAL NOTES

All notes do not necessarily apply due to different requirements on each project. This plan is intended to reflect only the structural design of this building. The contractor shall review all applicable local, state, and federal building codes prior to the start of construction to ensure building conformance. Timber Tech Engineering, Inc. is not responsible for information pertaining to this project if not shown on drawings or listed below. Revisions to the plans shall be approved by engineer of record.

DESIGN REQUIREMENTS**1. Governing Code:**

Including, not limited to: IBC 2009

2. Dead Loads:

A. Roof	5 psf
B. Floor	n/a psf
C. Other	n/a psf

3. Live Loads:

A. Roof (See also note #4)	30 psf
B. Floor	n/a psf
C. Other	n/a psf

4. Snow Loads:

A. Ground Snow (Pg)	45 psf
B. Flat Roof Snow (Pf)	30 psf
C. Snow Exposure Factor (Ce)	1.0
D. Snow Load Importance Factor (I)	0.8
E. Unbalanced Snow	
i. Windward Roof	0 psf
ii. Leeward Roof	36 psf

5. Wind Load

A. Basic Wind Speed (V)	140 mph
B. Wind Load Importance Factor (I)	.77
C. Wind Exposure Category	C
D. Enclosure Category	Open
E. Components and Cladding:	+56 psf/-72 psf

6. Earthquake Design Data:

(Analysis based on equivalent lateral force procedure)

A. Spectral Response Acceleration at 1 sec, S	0.40
B. Spectral Response Acceleration at short periods, S	0.80
C. Seismic Occupancy Category	1
D. Occupancy Importance Factor, I	1.0
E. Site Class	D
F. Seismic Design Category	D
G. Basic Structural System	Cantilevered Column: Timber Frame
H. Response Modification Factor (R)	1.5
I. Deflection Amplification Factor (Cd)	1.5

ABBREVIATIONS:

•	at	mil.	millimeter
bm.	beam	min.	minimum
conc.	concrete	nts	not to scale
cont.	continuous	o/c	on center
dia.	diameter	pcf	pounds per cubic foot
exist.	existing	pl.	plywood
fir.	floor	psf	pounds per square foot
ft.	foot/feet	psi	pounds per square inch
ga.	gauge	req'd.	required
hdw.	hardware	s.s.	stainless steel
hdr.	header	stl.	steel
jst.	joist	thk.	thick
kai	kips per square inch	trd.	treated
lbs.	pounds	typ.	typical
max.	maximum	w/	with
		mfr.	manufacturer

WOOD**1. General Requirements**

- Structural wood members and connections shall be of sufficient size or capacity to carry all design loads without exceeding the allowable design values specified in "The National Design specification for Wood Construction" (NDS), 2005 edition, and its "Supplement" by the American Forest and Paper Association (AF+PA).
- Wood members used for load supporting purposes shall have the grade mark of a lumber grading agency certified by the American Lumber Standards Committee.

2. Dimension Lumber

- All lumber species, graded visually or mechanically, shall comply with the NDS by AF+PA, and the "American Softwood Lumber Standard" (PS 20-94) by the U.S. Department of Commerce.
- The minimum grade and species for posts, beams, headers, and other primary structural members shall be Dense Select Structural Southern Pine, unless specified otherwise.
- Lumber used for secondary framing shall be #1 Southern Yellow Pine (SYP) or better.
- Post frame headers shall be two-span continuous beams with all multiple ply headers overlapping so that the butt joints for each ply do not occur at the same post.
- Mechanically laminated columns shall conform with ANSI/ASAE EP 559.

3. Pressure Preservative Treatment (PPT)

- Pressure treatment to be performed according to the American Wood Preservers' Association (AWPA) standards.
- Pressure treated members shall have the inspection mark of an agency accredited by the American Lumber Standards Committee.
- Preservative: Ammonia Copper Quaternary ammonia (ACO) or Copper Boron Azole (CBA)
- Minimum waterborne treatment retention shall be 0.4 pcf for members above ground, and 0.6 pcf for members in contact with earth.
- Treat indicated items and the following:
 - Wood members exposed to weather or insect infestation.
 - Wood members in direct contact with earth or concrete.
 - Wood members exposed to high moisture content (19% for dimension lumber, 16% for glued laminated timber).
 - Wood members less than 12 inches above grade.
- Field treat newly exposed wood where cutting, drilling or notching pressure treated lumber.
- Metal connectors used in treated wood shall be hot-dip galvanized as per ASTM A153-01a.

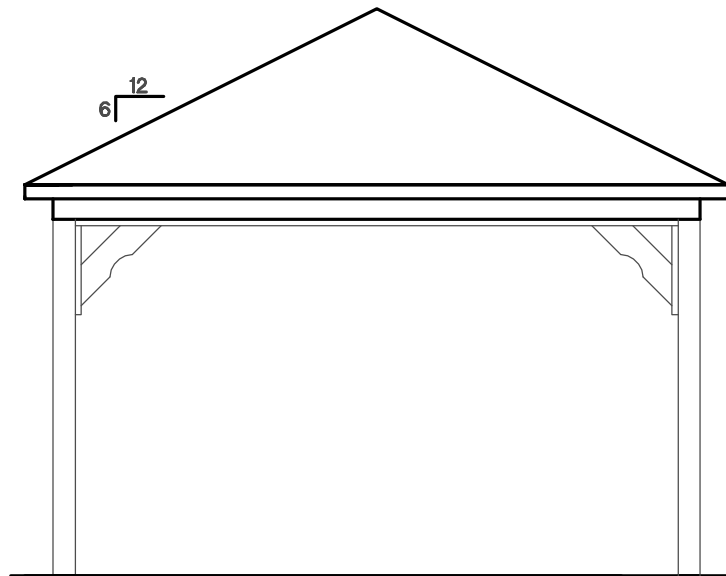
4. Connections shall be designed and constructed according to the NDS by AF+PA and shall conform to the following:

- The minimum connection shall be two 12 penny nails, or as detailed on the drawings.
- Other connections as per standard construction practice.

Design Reaction Chart

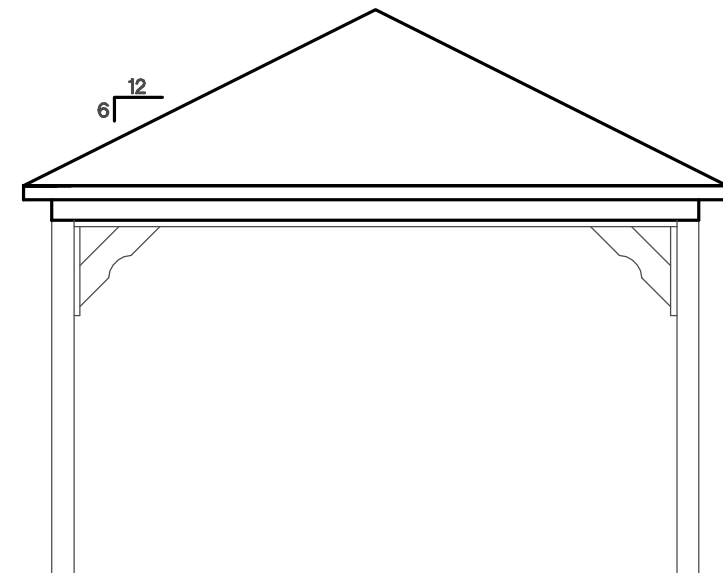
Max. Moment in column	1900 lb-ft.
Max. uplift at column base	875 lb
Max. downward force at column base	2350 lb
Max. shear at column base	300 lb

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Side Elevation

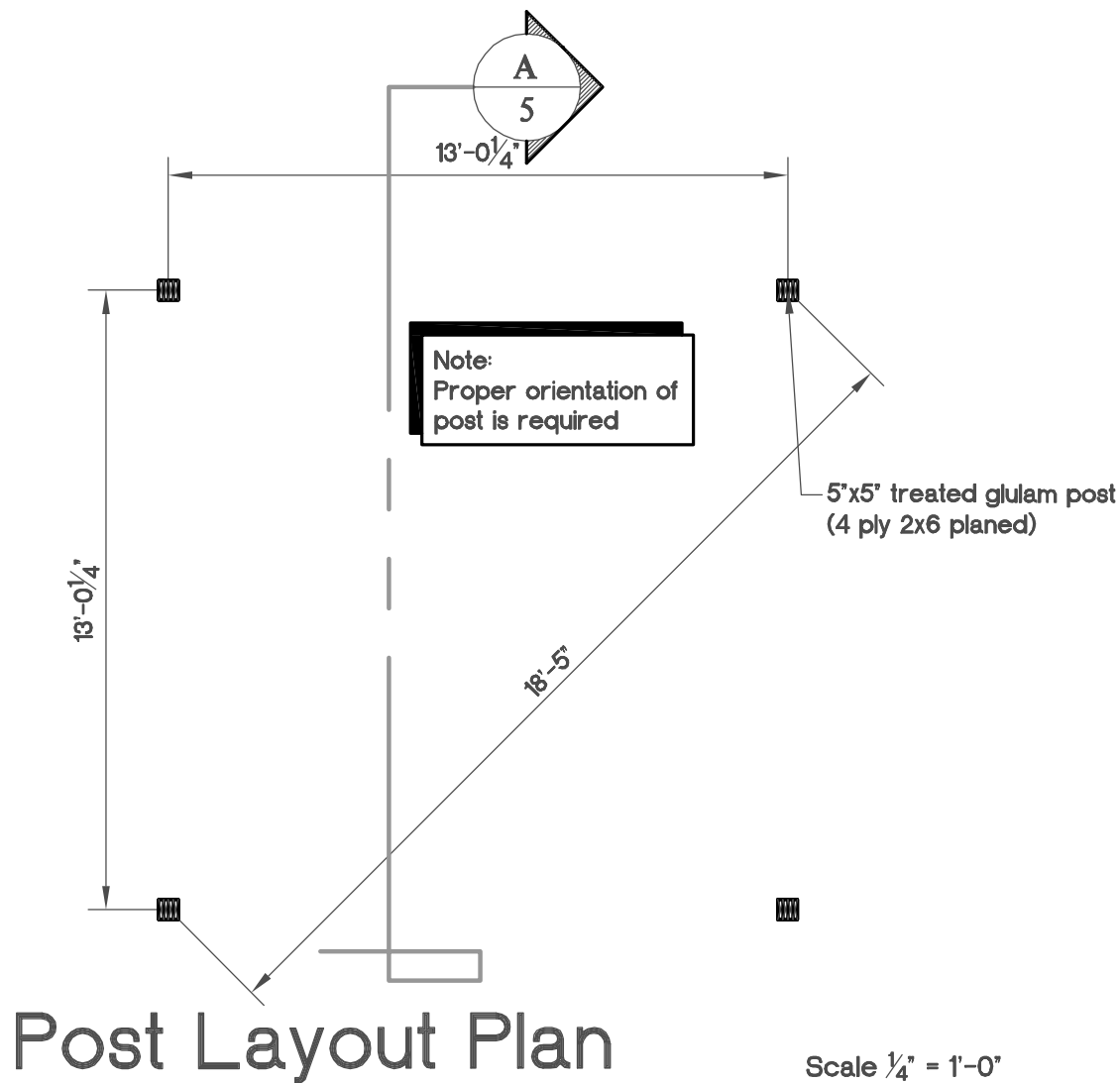
Scale $\frac{1}{4}" = 1'-0"$



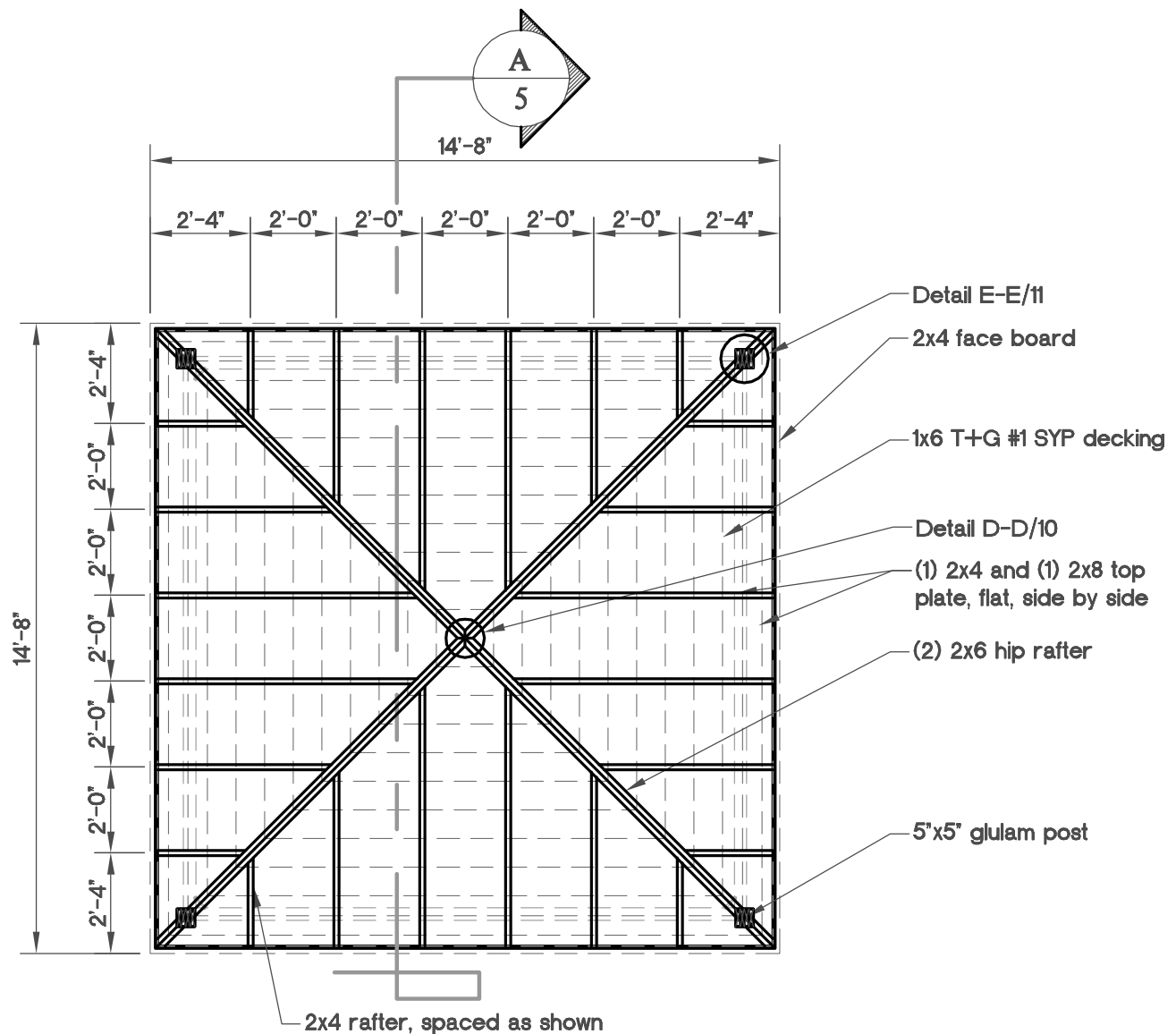
End Elevation

Scale $\frac{1}{4}" = 1'-0"$

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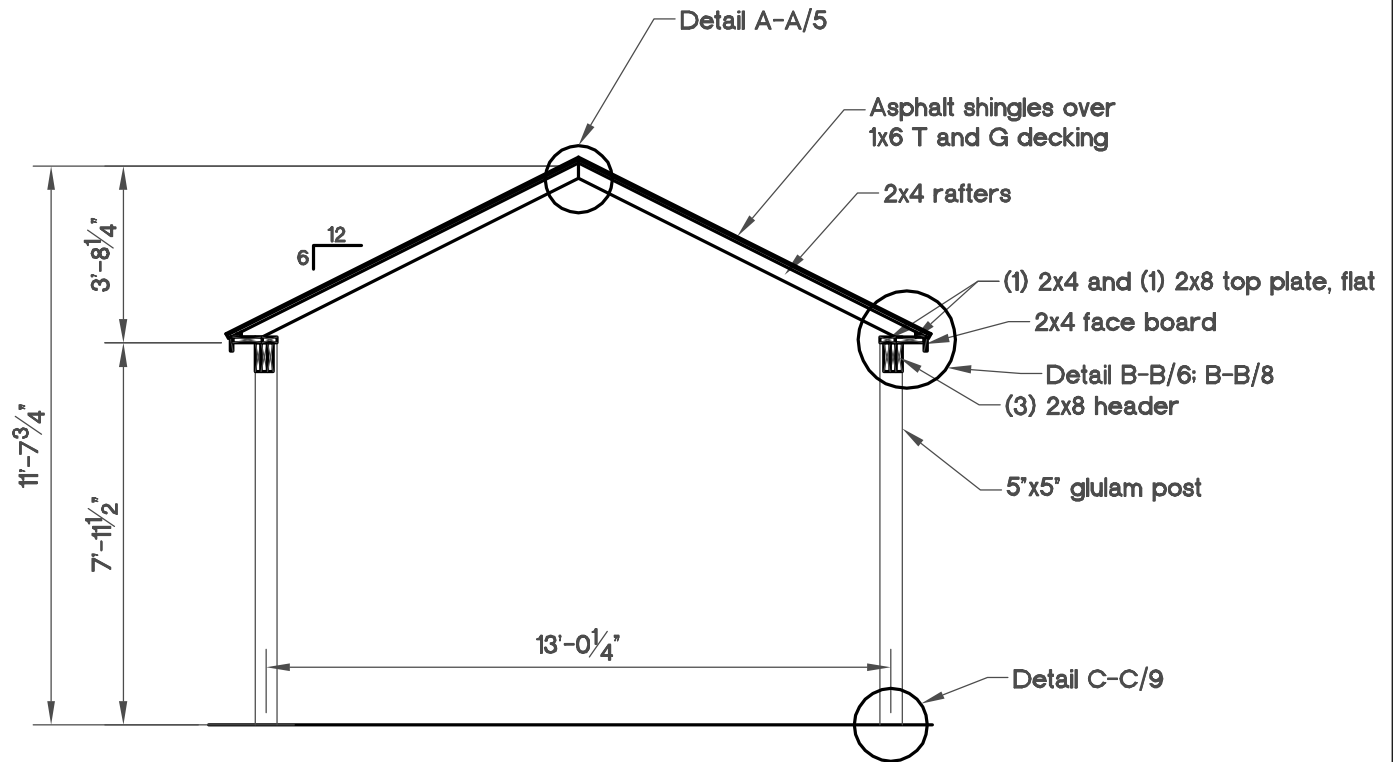
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Roof Framing Plan

Scale $\frac{1}{4}" = 1'-0"$

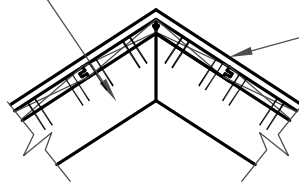
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Cross Section A/5

Scale $\frac{1}{4}" = 1'-0"$

(2)2x6 Hip rafter

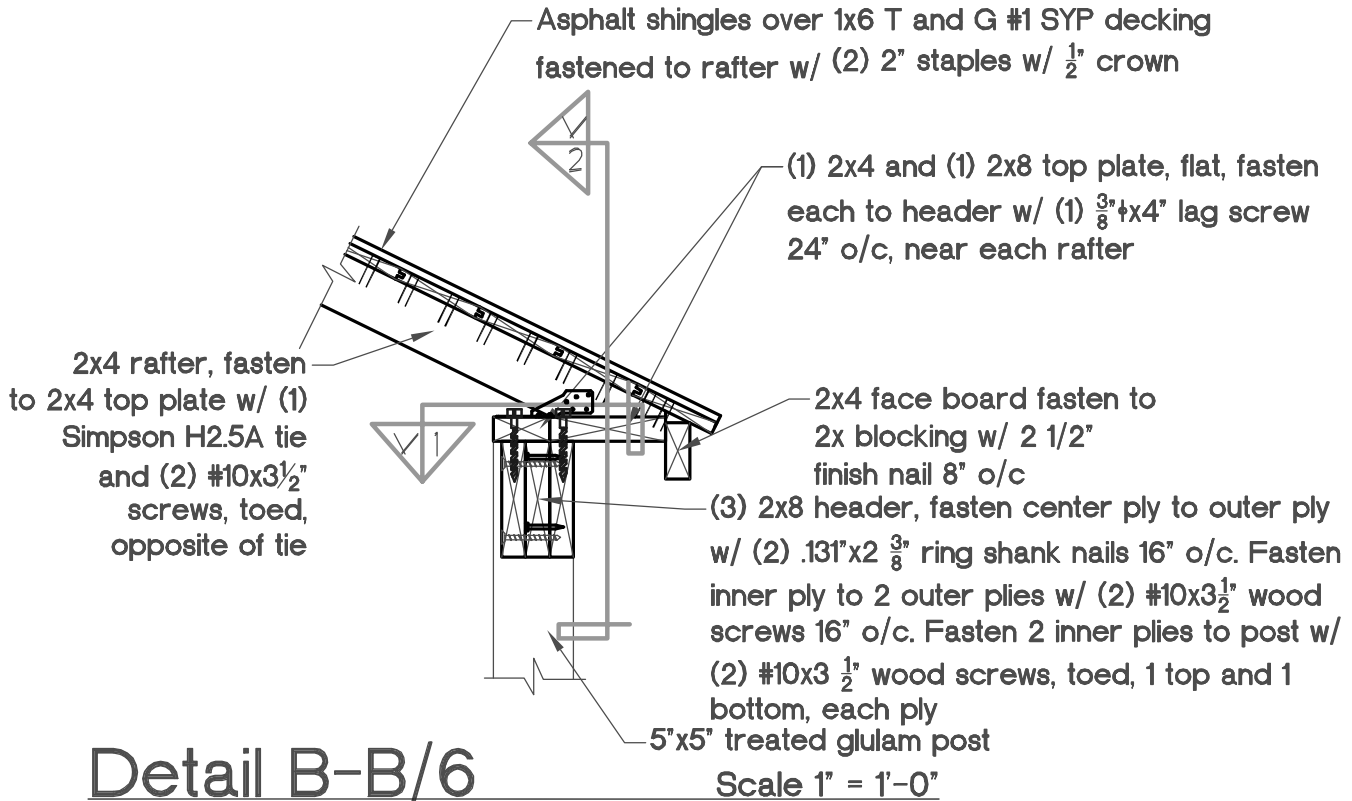


Asphalt shingles over
1x6 T and G #1 SYP
decking fastened to
rafter w/ (2) 2" staples
w/ $\frac{1}{2}"$ crown OR (2) 6d nails

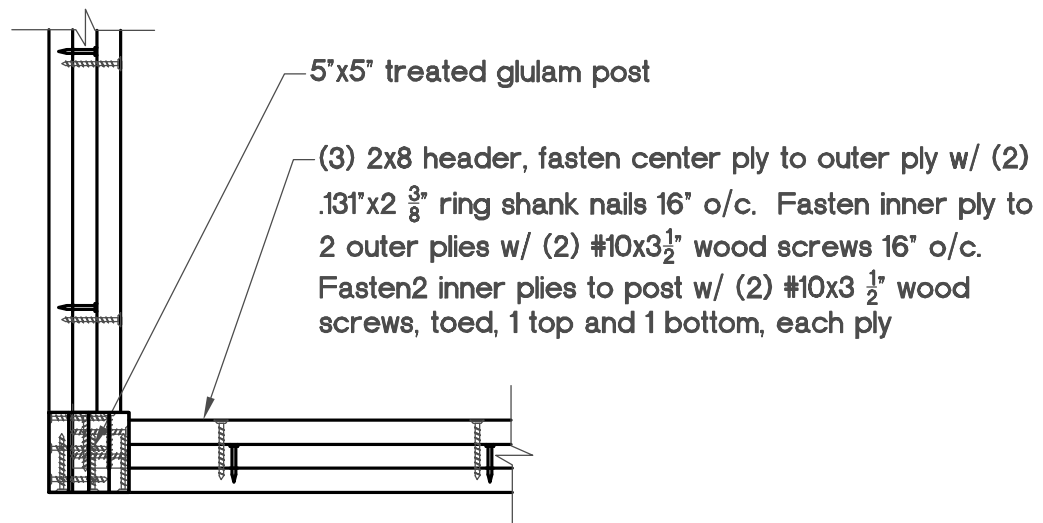
Detail A-A/5 Typical Single Rafter

Scale 1" = 1'-0"

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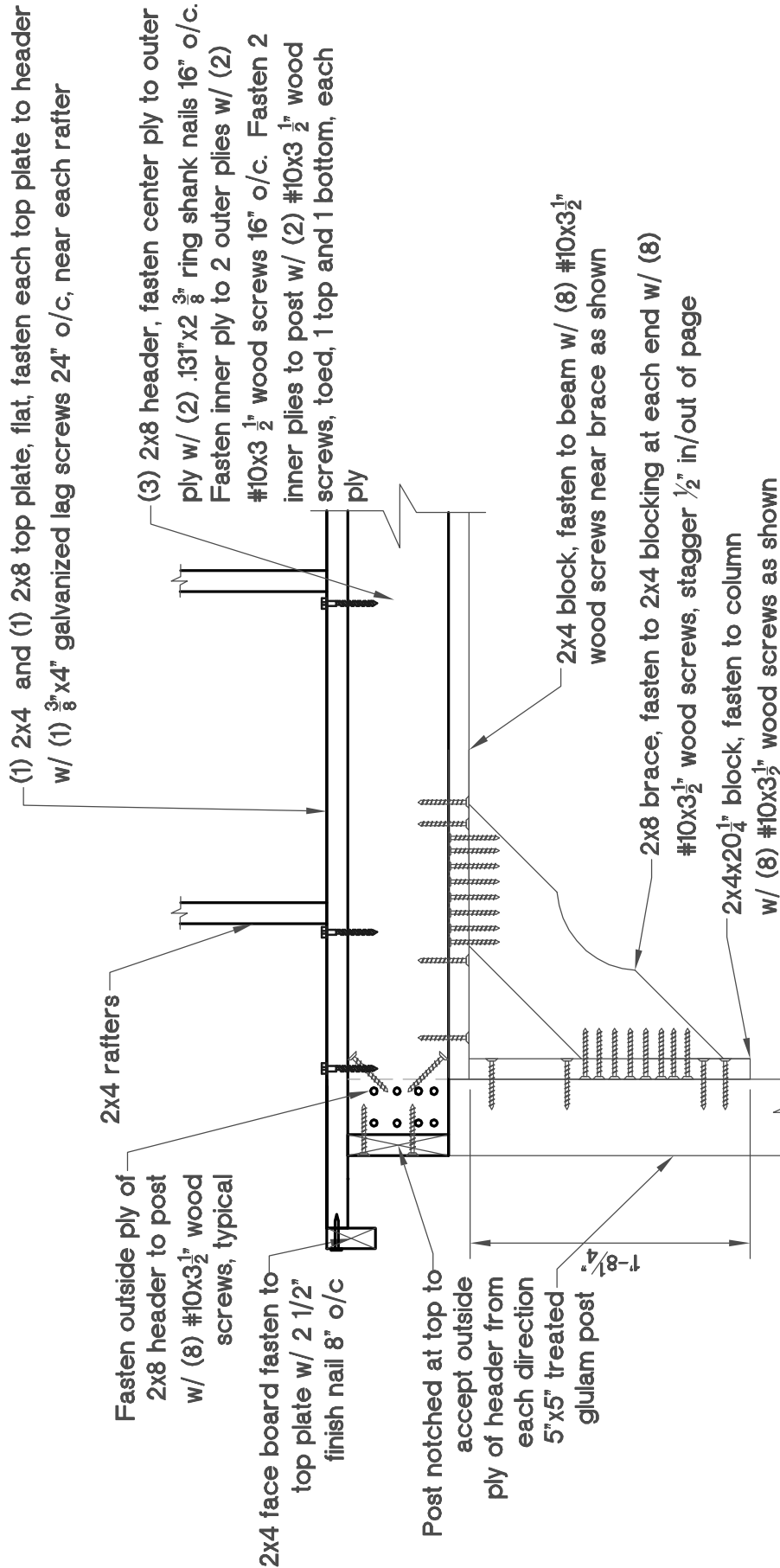
Detail B-B/6
Typical Single Rafter



View 1 Detail B-B/6

Scale 1" = 1'-0"

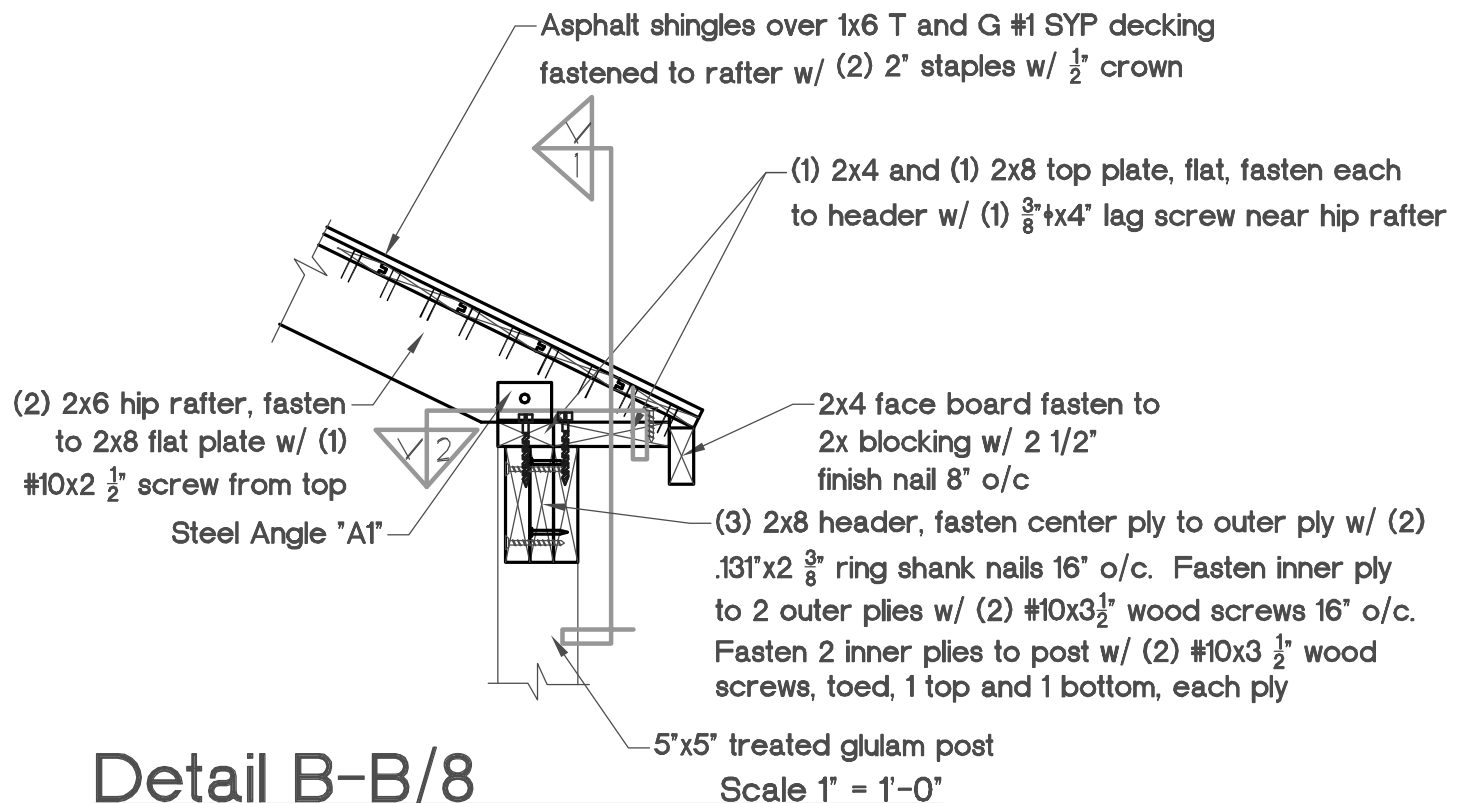
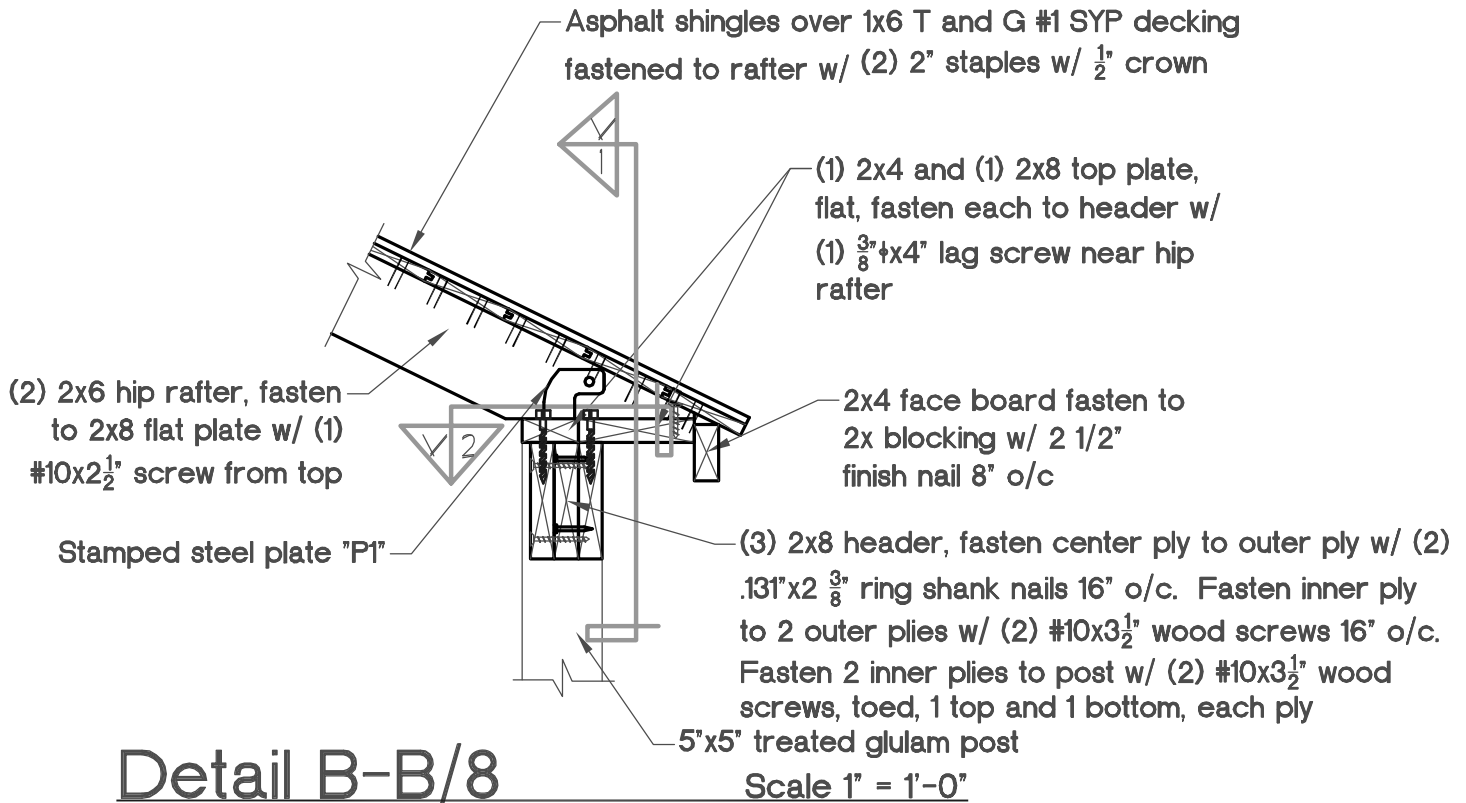
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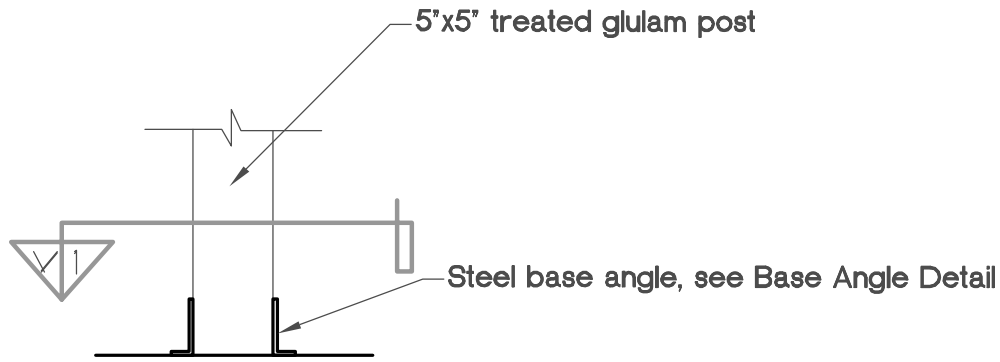
View 2 Detail B-B/6

Scale 1" = 1'-0"

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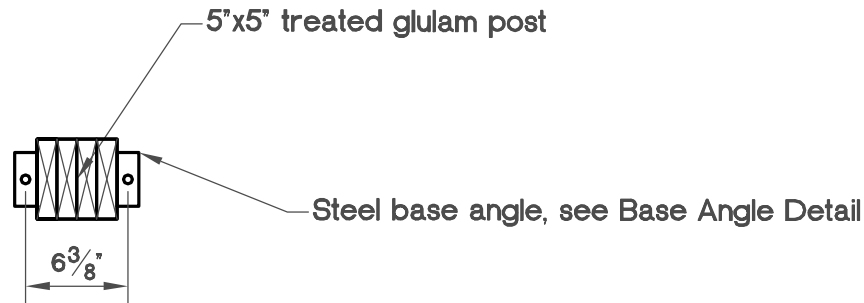


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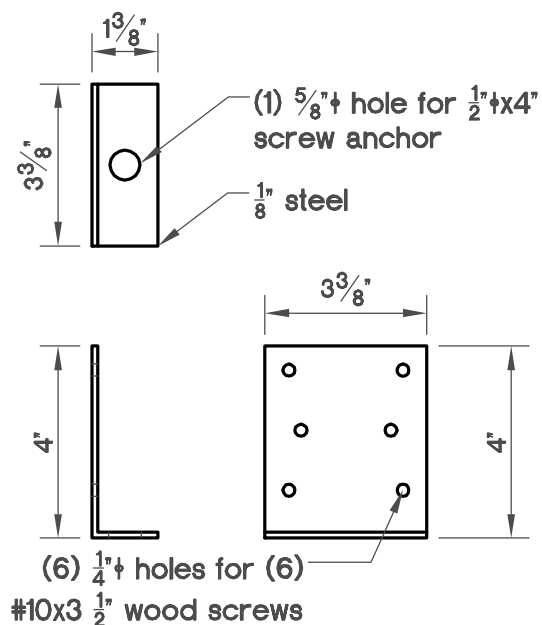
Detail C-C/9

Scale 1" = 1'-0"



View 1 Detail C-C/9

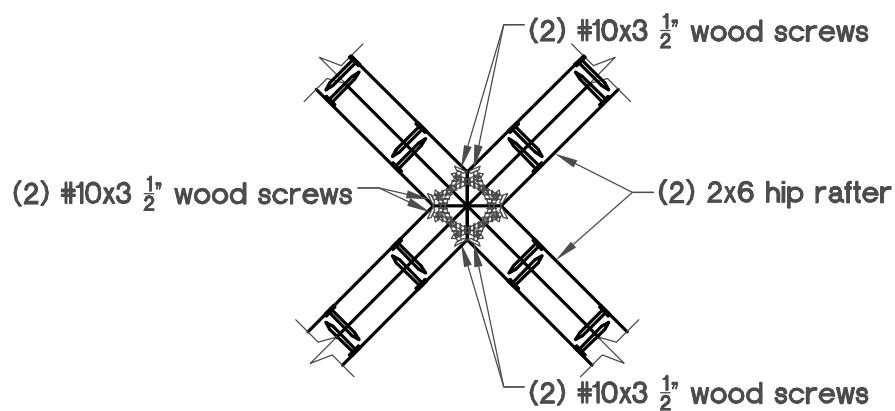
Scale 1" = 1'-0"



Base Angle Detail

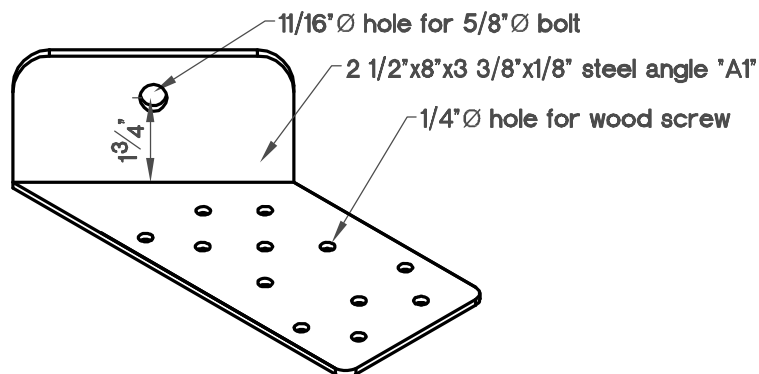
Scale 3" = 1'-0"

This drawing is the property of Country Lane Woodworking, LLC, provided by Timber Tech Engineering, Inc. and reproduction, alteration or use of this drawing without the written consent of Country Lane Woodworking, LLC is prohibited. Drawings shall not be scaled to obtain dimensions. The contractors and builders involved on this project shall verify all dimensions and conditions before starting work and any discrepancy shall be reported to the engineer in writing before starting work.



Detail D-D/10

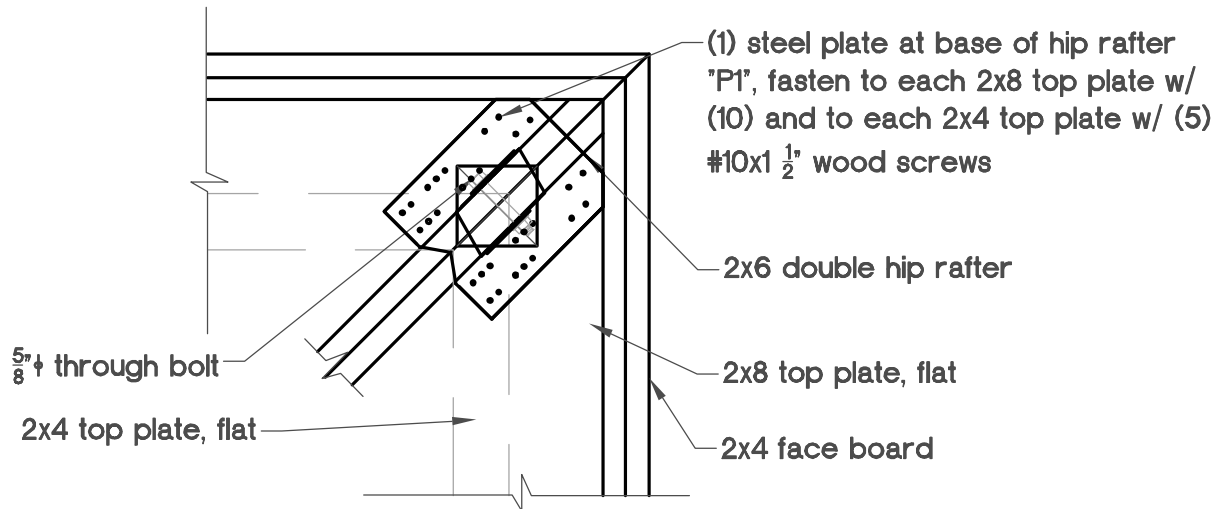
Scale 1" = 1'-0"



Angle "A1"

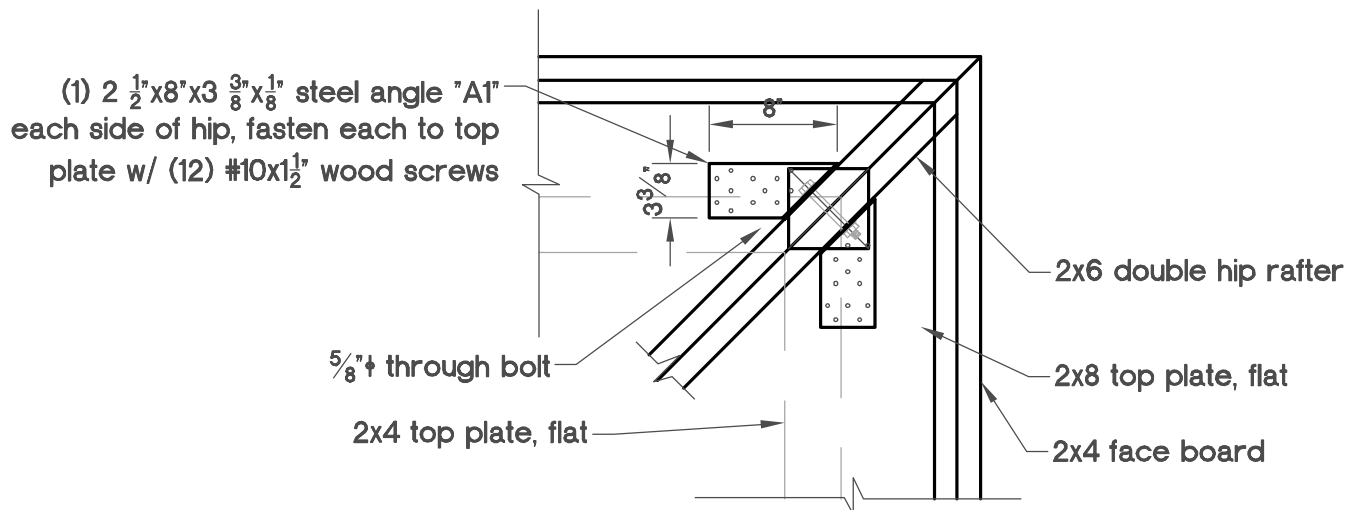
Scale 3" = 1'-0"

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Detail E-E/11
Option 1

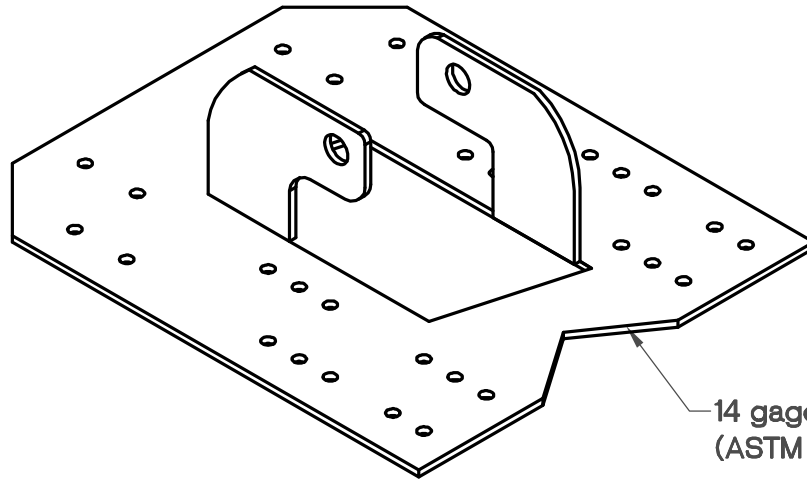
Scale 1" = 1'-0"



Detail E-E/11
Option 2

Scale 1" = 1'-0"

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14 gage stamped steel plate
(ASTM A36 steel)

Plate "P1" ISO

Scale 3" = 1'-0"

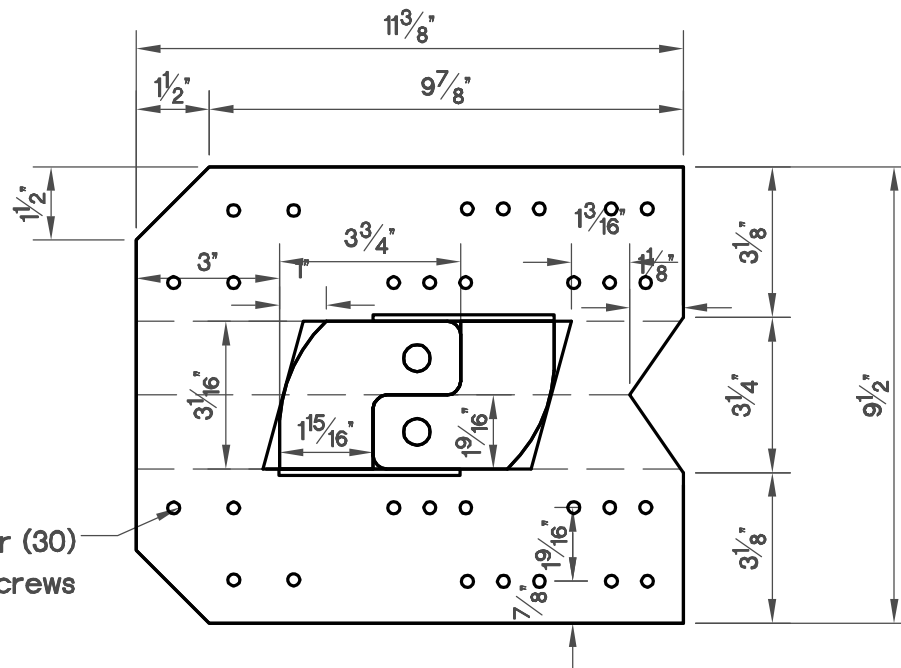
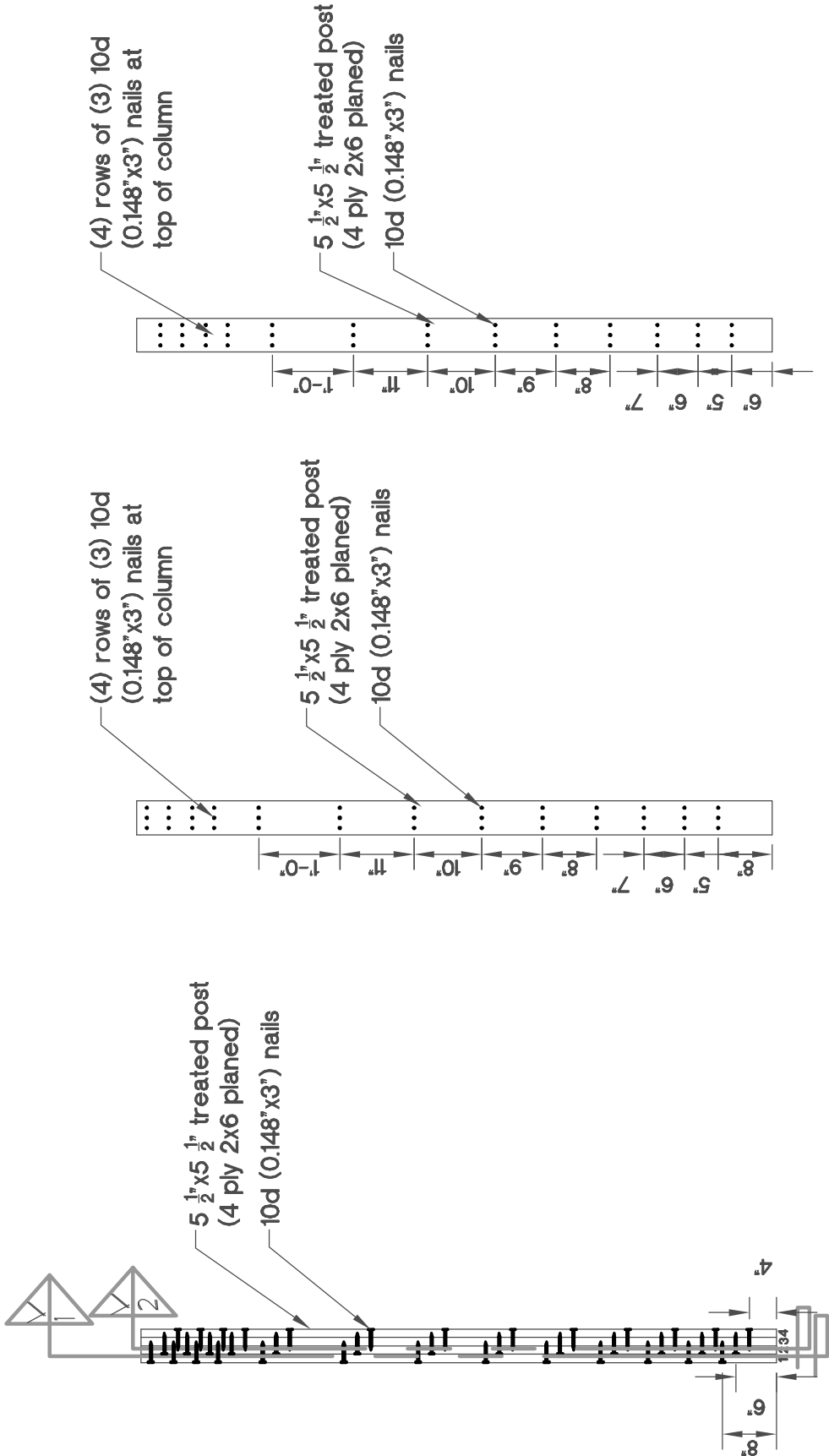


Plate "P1"

Scale 3" = 1'-0"

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View 2 Scale 1/2" = 1'-0"

Nailing Detail for Ply 1 to Ply 2

View 1 Scale 1/2" = 1'-0"

Nailing Detail for Ply 2 to Ply 3

Nail-Laminated Post Scale 1/2" = 1'-0"

Nailing Detail

St. Croix Recreation Fun Playgrounds INC.

1826 Tower Dr W
Stillwater, MN 55082 US
16514301247
hannah@stcroixrec.com



Estimate

ESTIMATE # 6565**DATE** 06/30/2023**ADDRESS**

City of Brainerd
Accounts Payable
1619 NE Washington
Brainerd, MN 56401

SHIP TO

City of Brainerd
Jessie Dehn
Buster Park
Brainerd, MN 56401

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

ACTIVITY	QTY	RATE	AMOUNT
CW SQ-20-SW-612-C Steelworx Square 20' x 20', 8'0" Eave w/6"12 Roof Pitch, 13' OC Post Spacing. Polyester Powder Coated Frame w/24 ga MultiRib Roofing Colors: TBA	1	17,100.00	17,100.00T
CW TG SYP T&G Decking Upgrade	1	5,320.00	5,320.00T
CW SS Standing Seam Roof Upgrade	1	4,633.00	4,633.00T
STATE CONTRACT STATE CONTRACT #218090	27,053	-0.04	-1,082.12T
CW DRAWINGS MN ENGINEERED FOOTINGS & CALCULATIONS	1	1,250.00	1,250.00T

MATERIAL ITEMS AS QUOTED ARE GOOD FOR 30 DAYS. FREIGHT
QUOTES ARE GOOD FOR 15 DUE TO FUEL UNCERTAINTIES.
SALES TAX SUBJECT TO CHANGE. ADD IF NOT TAX EXEMPT OR
SUPPLY EXEMPTION CERTIFICATE IF NOT ON FILE.
PAYMENT TERMS ARE NET 30 DAYS UNLESS OTHERWISE NOTED.
FAILURE TO PAY IN A TIMELY MANNER WILL BE SUBJECT TO
INTEREST AT A RATE OF 1.5%/MONTH OR 18% ANNUALLY.

SUBTOTAL	27,220.88
TAX (0%)	0.00
SHIPPING	2,750.00
TOTAL	\$29,970.88

*LEAD TIMES AND SHIPPING DATES ARE BASED ON CURRENT
INVENTORY. PLEASE BE PATIENT AS OUR VENDORS NAVIGATE
SUPPLY CHAINS & NATIONAL SHORTAGES.

**FOR BIDDING CONTRACTORS & SUPPLIERS: ST CROIX
RECREATION IS NOT LIABLE FOR INTERPRETATION OF PROJECT
BIDS, DRAWINGS OR ADDENDA. IT IS THE CUSTOMER'S
RESPONSIBILITY TO VERIFY ACCURACY OF MODEL NUMBER(S),
DESCRIPTION(S), QUANTITY AND COLOR(S) DIRECTLY WITH END
USER

By signing estimate or authorizing by email or PO, purchaser is agreeing to billing terms as listed on the estimate. Order to include model number(s),
quantity and color(s) above including any supplemental documents provided and/or requested. Please verify all content for accuracy. **Those purchasing
off of the MN State Contract are bound only by the terms and conditions listed in said contract**

Accepted By

Accepted Date

Model: Steelworx Square Shelter, 20'

Model # SQ-20-SW-612-TG-SS-C

Manufacturing Mission: To provide all prefabricated components and installation instructions for a 20' square (measured from eave to eave) free standing bolt together, tubular steel constructed shelter kit.

Design Criteria: Structure shall be designed to meet site specific snow and wind load design criteria using most current applicable building codes. All structural members are ASTM A-500 U.S. grade B steel. Welded connection plates shall be ASTM A-36 hot rolled steel. All fabrication performed to latest AISC standards by AWS Certified welders. All framing connections are done using A325 grade bolts within concealed access openings from above and will later be concealed by the roofing. All roof framing shall be flush against the roof decking to eliminate the possibility of bird nesting.

Tubular Steel Columns and Beams: Standard column dimension shall be 5" x 5" x 3/16" tubular steel welded to 5/8" base plates. Main support beams are 7" x 5" x 3/16" and purlins are between 6" x 4" x 3/16" and 5" x 3" x 1/8" depending on location. Steel sizes are preliminary and may change due to ongoing review and final engineering.

Roof Deck (Optional): 2" x 6" (nominal) #1 Grade, end matched, single tongue and groove with V-joint bottom face, kiln-dried to an average of 15% moisture content, Southern Yellow Pine.

Roofing: Pre-cut 24 Ga. steel Medallion-Lok standing seam panels with 16" panel width, 1 3/4" high ribs and Kynar 500 finish in a variety of colors with white underside. Standard roof slope is a 6/12 pitch with a eave height of 8'-0". Attached to structural framing with concealed fasteners. Matching 24 Ga. trim included.

Frame Finish: All steel framework will receive a corrosion protective TGIC Polyester powder coat, electro-statically applied and cured at 400°F. A large selection of standard colors are available.

Foundation: All columns need to be anchored to concrete footings (footing design provided separately). Columns can be surface mounted with anchor bolts at or below finish slab elevation or they can be embedded directly into the footing. Anchor bolts and bracing templates included. Optional base plate covers are available at an additional cost.

Hardware: All structural hardware and roofing fasteners shall be provided.

Warranty: 10 years against manufacturer defects.

Not Included: Concrete work of any kind, unloading of product and installation.

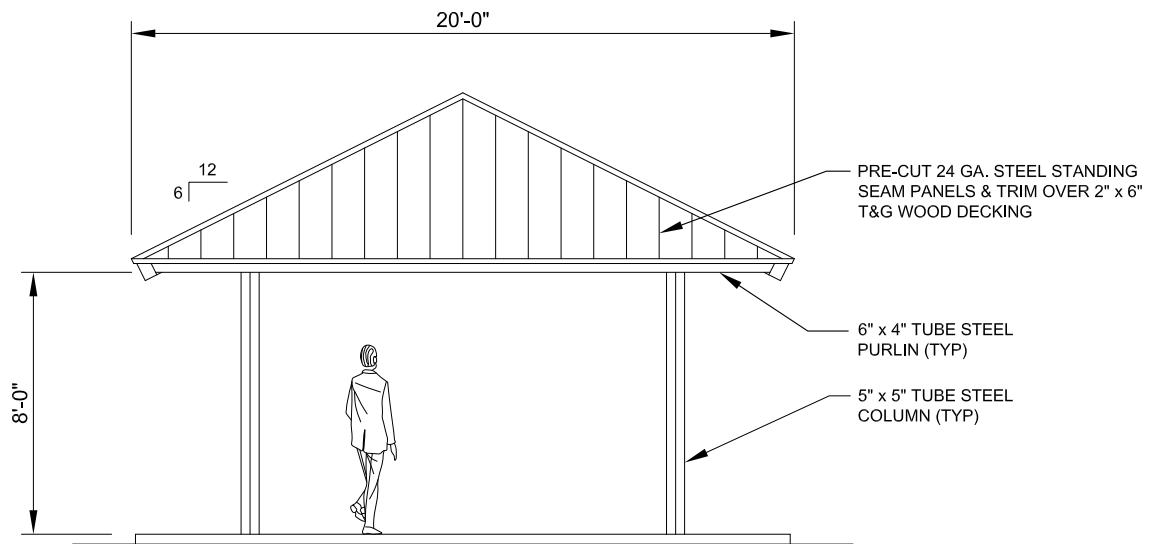


11800 East 9 Mile Road
Warren, MI 48089
Office: (586) 486-1088
Fax: (586) 754-9130
Toll Free: (800) 657-6118
Email: info@coverworx.com
www.CoverWorx.com

Steelworx Square Shelter - 20'

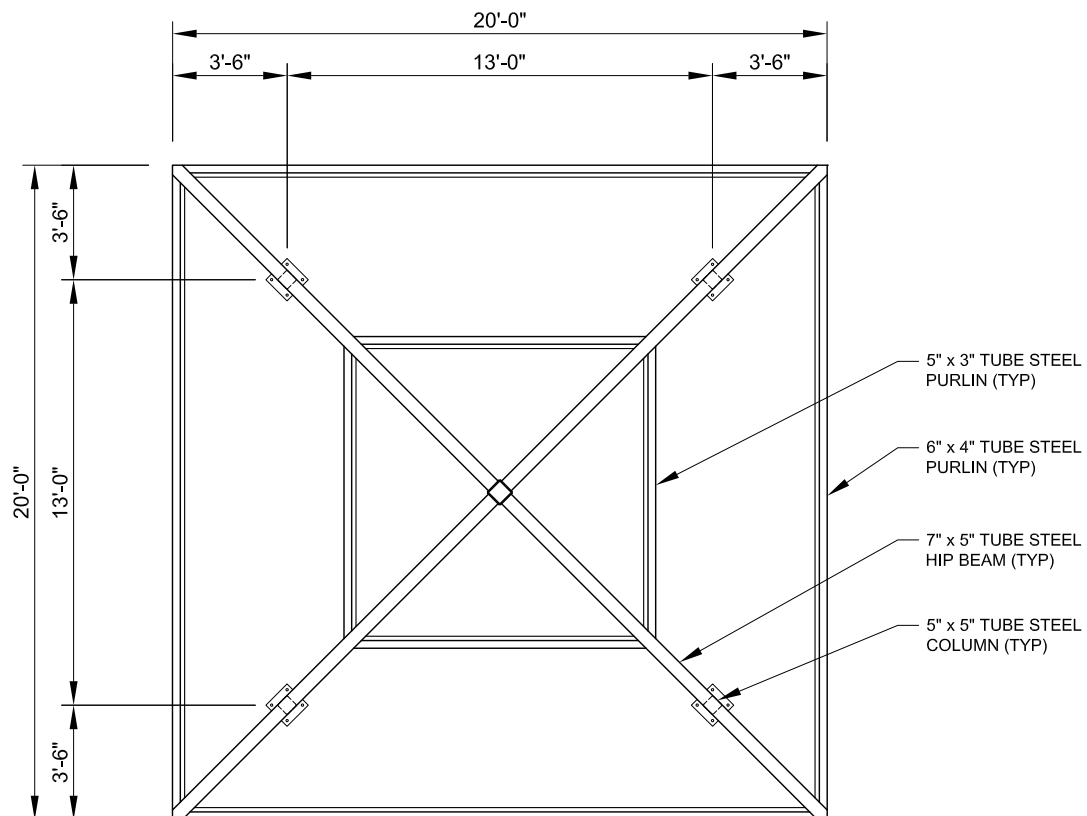
Model: SQ-20-SW-612-TG-SS-C

DESIGN SPECIFICATIONS



ELEVATION

SCALE: NTS



FRAMING PLAN

SCALE: NTS



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Steelworx Square Shelter - 20'
Model: SQ-20-SW-612-TG-SS-C

DESIGN SPECIFICATIONS

August 17, 2023

Jessie Dehn, P.E.
City Engineer/Public Works Director
City of Brainerd
501 Laurel Street
Brainerd, Minnesota 56401
jdehn@ci.brainerd.mn.us

RE: BUSTER PARK PAVILION

Dear Jessie:

Per our Conversations and Emails, we hear-by submit our proposal to construct a New Pavilion at the Buster Park Recreation Area in the City of Brainerd, Minnesota.

Included in our Proposal are the Following Items:

1. General Requirements, City of Brainerd Building Permit, Supervision, Portable Outhouse, Dumpster and Clean-up
 - a. \$1,000 Building Permit Allowance
3. Proposal Does Not Include Site Excavation, Concrete Flatwork or Demolition/Removal of Existing Structures
3. Furnish Material and Labor to Install Four (4) Concrete Footings
 - a. 12" Diameter Sono tube Footings
 - b. Rebar Reinforcement
 - c. Concrete
4. Furnish Material and Labor to Construct Pavilion per Plans Dated April 28, 2021
 - a. Titen Anchor Bolts with Simpson Strong Tie Anchor Plates
 - b. 6" x 6" Treated Wooden Posts
 - c. 2"x 12" Wood Rafters and Breast Beams
 - d. 2" x 6" Pine Tongue and Grooved Wood Decking
 - e. 4" x 4" Diagonal Bracing
5. Furnish Material and Labor to Install Roofing
 - a. GAF Weatherwatch Underlayment
 - b. Aluminum Drip Edge
 - c. GAF Pro-Starter Shingles
 - d. GAP Timberline HDZ Shingles
 - i. Hunter Green
6. Furnish Material and Labor to Install Fasia Boards and Wrap Material
 - a. Spiced Rum Trex 12" Fascia Boards
 - b. Cortex Spiced Rum Hidden Fastening System
 - i. Screws and Spiced Rum Plugs

- 7 Furnish Material and Labor to Construct Benches
 - a. 2" x 6" Trex Transcend Spiced Rum Decking Boards
 - i. Screws and Spiced Rum Plugs
 - b. Metal Bench Brackets

8. Final Clean-up

We propose to furnish material, tax, freight, and labor - complete in accordance with all items in this proposal as listed above for **\$ 39,750.00 (Thirty-Nine Thousand, Seven Hundred Fifty Dollars and No Cents)**

Alternate Proposal

In lieu of GAF Shingled Roof , we propose to furnish material and labor to install Standing Seam Metal Roof per the Plans Dated April 28, 2021.

Add \$ 4,956.00 (Four Thousand, Nine Hundred Fifty-Six Dollars and No Cents)

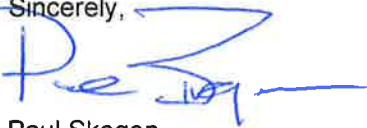
Original Proposal	\$ 39,750.00
Alternate Add	<u>\$ 4,956.00</u>
Total	\$ 44,706.00

I believe very strongly that Hy-Tec Construction can provide you with the level of service you expect and deserve. We are confident that our capabilities will allow us to quickly integrate Hy-Tec Construction into your Exterior Remodel needs and be Productive right from the start.

Thank You for the Opportunity to Present this Proposal for Your Consideration.

If you have any questions or concerns, please contact me.

Sincerely,



Paul Skogen
Project Manager
HY-TEC CONSTRUCTION
OF BRAINERD, INC.



BARATTO BROTHERS
COMMERCIAL CONSTRUCTION SERVICES

August 16, 2023

Jessie Dehn
City of Brainerd
501 Laurel Street
Brainerd, MN 56401

RE: City of Brainerd – Buster Park Pavilion

Jessie,

Per your request, Baratto Brothers Construction, Inc. has assembled the following proposal for the construction of a new pavilion at Buster Park per the plans by Kevin Yeager Studio of Design, previous materials list from Mattson Lumber and the City of Brainerd design standards provided by email.

Baratto Brothers Construction total proposed cost for the project listed above is: \$57,975.00

Alternates:

- **Alternate #1: Furnish and install Metal Sales Image II metal roofing in lieu of shingles Add \$7,400.00**
- **Alternate #2: Furnish and install plywood roof decking in lieu of T&G 2x6 Deduct \$1,400.00**
- **Alternate #3: Benches furnished by owner and removed from scope of work Deduct \$6,950.00**

General Notes:

1. Architectural and Engineering service fees are not included
2. The building permit is assumed to be at no cost similar to the Kiwanis Park permit
3. All management, supervision, insurance and temporary toilets are included
4. Bonds, if required, are not included

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

Respectfully submitted,

Andy Basara
Project Manager



Park Board Agenda Request

MEETING DATE: August 22, 2023

TITLE OF ITEM: Discussion on Park Dedication Funds for Softball Field Netting

AGENDA: Approve

ACTION REQUESTED: Discussion Item

SUBMITTED BY: Jessie Dehn, Public Works Director **DEPARTMENT:** Public Works

PRESENTER: Jessie Dehn, Public Works Director **ESTIMATED TIME (MIN):** 2 Minutes

SUMMARY OF ISSUE: Staff received a request to install netting to catch foul balls between Softball Fields 1 and 2 at Memorial Park. The cost would likely include posts, cabling/wire, and the netting. The netting comes in 140 foot sections. In looking into estimated pricing, cost is likely to be several thousand. Potentially around \$30,000 if professionally installed. Currently, there is over \$20,000 available in Park Dedication funds collected by the banner program.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: There are a couple options with the request. First, would be to deny the request. Second, to allow for the installation without the use of Park Dedication funds. Direction would be for the groups to fundraise for the installation should they wish to have the netting installed. Finally, approve utilizing Park Dedication funds to install the netting. If the Park Board is interested installing the netting using Park Dedication funds, staff would return with formal pricing options for the installation.

RECOMMENDED ACTION/MOTION: Staff would recommend directing the group to fundraise for the installation and not utilizing Park Dedication funds for the netting request.

FINANCIAL IMPACT: Not known at this time.



Park Board Agenda Request

MEETING DATE: August 22, 2023

TITLE OF ITEM: Request to Review Grant Opportunity for Conservation Partners Legacy (CPL) Grant Program FY 2024

AGENDA: Approve

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Jessie Dehn, Public Works Director **DEPARTMENT:** Public Works

PRESENTER: Paul Sandy and Luke Lunde (WSB and Associates) **ESTIMATED TIME (MIN):** 5 Minutes

SUMMARY OF ISSUE: The Minnesota Department of Natural Resources (DNR) manages the CPL program to provide competitive matching grants from \$5,000 up to \$500,000 to local, regional, state, and national non-profit organizations and government entities. Grants must restore, protect or enhance prairies, wetlands, forests, or habitat for fish, game, or wildlife in Minnesota. A 10% match of non-state funds is required for all grants. The match may be cash or in-kind resources. The amount and source of match must be identified at the time of application. Total project costs may not exceed \$1,000,000. CPL is a reimbursement-based grant program. Applications for Round 1 of the Traditional, Metro, New Applicant, and Expedited Conservation Project (ECP) grant cycles will be accepted online beginning August 1, 2023.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: To our knowledge, the City has not received these funds in the past, and therefore would be eligible to submit under the New Applicant grants. A description of the grant is below:

New Applicant (Statewide): \$3,000,000 - THIS IS NEW THIS YEAR FOR ANY NEW APPLICANTS WHO HAVE NOT RECEIVED CPL FUNDING IN THE PAST

- 1 funding cycle
- Only open to applicants who have not previously received CPL or OHF funding
- All eligible projects (restorations, enhancements, or acquisitions) on all eligible lands
- Grant requests between \$5,000 and \$500,000
- Total project cost may not exceed \$1,000,000

If it is found that the City has received this funding in the past, the process is basically the same, just from a different pot of money:

Traditional (Statewide): \$2,500,000

- Up to 2 funding cycles
- All eligible projects (restorations, enhancements, or acquisitions) on all eligible lands
- Grant requests between \$5,000 and \$500,000

- Total project cost may not exceed \$1,000,000

Given the momentum Brainerd has with the Lyman P. White Park project, the Mississippi Riverbank Restoration Project, and the improvements at Kiwanis Park, we feel the City would be very competitive for this grant. The project area to consider is that area along East River Road/shared trail from College Drive to the Rotary Park parking area. This is an approximate 4,000 feet of additional restoration, in which could be fully covered by the grant except the 10% in-kind or cash match to the project. WSB has some creative ways to think about in-kind services that the City could provide to cover the 10% match, including in kind city staff project management, construction oversight, meetings, grant management, and other administrative items that are necessarily cash, rather time that City staff will already be spending on the project as we move through the design and construction process. WSB is agreeing to complete this application at no cost to the City. WSB will be available to answer any questions that the Board may have in regards to this opportunity.

RECOMMENDED ACTION/MOTION: Staff recommends approval of the grant application for the CPL funds to the DNR in an amount not to exceed \$500,000.

FINANCIAL IMPACT: N/A



Park Board Agenda Request

MEETING DATE: August 22, 2023

TITLE OF ITEM: Discussion on 2024 Parks Operating and Capital Budget

AGENDA: Approve

ACTION REQUESTED: Discussion Item

SUBMITTED BY: Jessie Dehn, Public Works Director **DEPARTMENT:** Public Works

PRESENTER: Jessie Dehn, Public Works Director **ESTIMATED TIME (MIN):** 5 Minutes

SUMMARY OF ISSUE: At the August 21st City Council meeting, the Park Board presented the proposed 2024 Parks Operating and Capital budget to the City Council. This item is for discussion in response to any potential comments received from the City Council during that meeting.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Attached to this item are the proposed budgets included in the Council packet.

RECOMMENDED ACTION/MOTION: Discussion on the comments received and potential changes to the proposed budgets, if needed.

FINANCIAL IMPACT: N/A

	Park Maintenance			Pond Hockey			Outdoor Rinks			Concessions			Tournaments		
	'22 Actual	'23 Budget	'24 Budget	'22 Actual	'23 Budget	'24 Budget	'22 Actual	'23 Budget	'24 Budget	'22 Actual	'23 Budget	'24 Budget	'22 Actual	'23 Budget	'24 Budget
Total Taxes and Penalties			-	-	-	-	-	-	-	-	-	-	-	-	-
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services - User Fees	9,419	11,000	9,250	1,961	1,500	1,500	-	-	-	25,435	45,000	30,000	4,787	2,000	2,000
Other Revenue															
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	80,191	70,000	66,000	-	-	-	-	-	-	-	-	-	-	-	-
Contributions & Donations	7,433	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	-	1,000	1,000	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Revenue	490	1,000	1,000	-	-	-	-	-	-	-	-	-	-	-	-
Total Charges for Services	88,114	72,000	68,000		-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	97,533	83,000	77,250	1,961	1,500	1,500	-	-	-	25,435	45,000	30,000	4,787	2,000	2,000
Total Personal Services	766,419	768,161	799,587	135	451	455	14,287	9,398	9,575	9,943	16,571	17,563	2,745	-	-
Supplies															
Office and Operating Supplies	6,140	5,750	5,750	355	5,500	1,000	121	250	250	20,514	29,915	27,500	-	2,000	2,000
Motor Fuels	21,471	23,000	22,000	-	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	63,698	75,000	80,000	-	-	-	-	-	-	-	-	1,000	-	-	-
Repairs & Maintenance - Mills Field	17,403	7,500	5,000	-	-	-	-	-	-	-	-	-	-	-	-
Small Tools	403	800	1,000	-	-	-	-	-	-	-	-	-	-	-	-
Total Supplies	109,114	112,050	113,750	355	5,500	1,000	121	250	250	20,514	29,915	28,500	-	2,000	2,000
Services															
Professional Services	25,425	28,000	30,735	-	-	-	-	-	-	-	-	-	-	-	-
Computer Technical Support	13,900	6,300	6,500	-	-	-	-	-	-	-	-	-	-	-	-
Telephone	3,013	2,580	2,076	-	-	-	-	-	-	-	-	-	-	-	-
Postage	110	200	200	-	-	-	-	-	-	-	-	-	-	-	-
Professional Development	940	2,100	2,100	-	-	-	-	-	-	-	-	-	-	-	-
Lease Payments	30,834	29,125	29,954	-	-	-	-	-	-	-	-	-	-	-	-
Printing/Legal Publications	1,481	1,000	1,500	-	-	-	-	-	-	-	-	-	-	-	-
Insurance	26,964	25,289	29,314	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	89,906	79,300	77,500	-	-	-	-	-	-	-	-	-	-	-	-
Rent Expense	1,710	1,500	1,715	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	876	2,000	2,000	-	-	-	-	-	-	-	-	-	-	-	-
Credit Card Fees	1,287	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dues and Subscriptions	122	1,000	1,010	-	-	-	-	-	-	-	-	-	-	-	-
Total Services	196,568	178,393	184,604	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	1,072,102	1,058,604	1,097,941	490	5,951	1,455	14,408	9,648	9,825	30,457	46,486	46,063	2,745	2,000	2,000
Other Revenue (Expenses)															
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(974,569)	(975,604)	(1,020,691)	1,471	(4,451)	45	(14,408)	(9,648)	(9,825)	(5,021)	(1,486)	(16,063)	2,042	-	-

2024 PROPOSED BUDGET - 7/20/2023

	Special Events			Kickball			Adult Softball			Campground			GRAND TOTAL			
	'22 Actual	'23 Budget	'24 Budget	'22 Actual	'23 Budget	'24 Budget	'22 Actual	'23 Budget	'24 Budget	'22 Actual	'23 Budget	'24 Budget	'22 Actual	'23 Budget	'24 Budget	Difference
Total Taxes and Penalties	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services - User Fees	1,294	1,000	1,000	3,449	3,000	3,000	46,705	50,000	50,000	52,725	40,000	55,000	145,775	153,500	151,750	(1,750)
Other Revenue																
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	-	-	-	-	-	-	-	-	-	-	-	-	80,191	70,000	66,000	(4,000)
Contributions & Donations	-	-	-	-	-	-	-	-	-	-	-	-	7,433	-	-	-
Misc. Program Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	1,000	-
Misc. Revenue	-	-	-	-	-	-	-	-	-	-	-	-	490	1,000	1,000	-
Total Charges for Services	-	-	-	-	-	-	-	-	-	-	-	-	88,114	72,000	68,000	(4,000)
TOTAL REVENUES	1,294	1,000	1,000	3,449	3,000	3,000	46,705	50,000	50,000	52,725	40,000	55,000	233,889	225,500	219,750	(5,750)
Total Personal Services	3,675	-	-	2,911	3,019	3,073	25,101	28,913	29,437	-	-	-	825,215	826,512	859,690	33,177
Supplies																
Office and Operating Supplies	5,893	2,000	3,000	259	600	500	10,079	14,000	13,000	926	500	500	44,287	60,515	53,500	(7,015)
Motor Fuels	-	-	-	-	-	-	-	-	-	-	-	-	21,471	23,000	22,000	(1,000)
Repairs & Maintenance	-	-	-	-	-	-	-	3,500	3,500	732	1,500	1,500	64,429	80,000	86,000	6,000
Repairs & Maintenance - Mills Field	-	-	-	-	-	-	-	-	-	-	-	-	17,403	7,500	5,000	(2,500)
Small Tools	-	-	-	-	-	-	-	-	-	-	-	-	403	800	1,000	200
Total Supplies	5,893	2,000	3,000	259	600	500	10,079	17,500	16,500	1,658	2,000	2,000	147,993	171,815	167,500	(4,315)
Services																
Professional Services	-	-	-	-	-	-	-	-	-	-	-	-	25,425	28,000	30,735	2,735
Computer Technical Support	-	-	-	-	-	-	-	-	-	-	-	-	13,900	6,300	6,500	200
Telephone	-	-	-	-	-	-	-	-	-	1,353	800	800	4,367	3,380	2,876	(504)
Postage	-	-	-	-	-	-	-	-	-	-	-	-	110	200	200	-
Professional Development	-	-	-	-	-	-	-	-	-	-	-	-	940	2,100	2,100	-
Lease Payments	-	-	-	-	-	-	-	-	-	-	-	-	30,834	29,125	29,954	830
Printing/Legal Publications	-	-	-	-	-	-	-	-	-	-	100	-	1,481	1,100	1,500	400
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	26,964	25,289	29,314	4,025
Utilities	-	-	-	-	-	-	-	-	-	2,928	3,300	3,300	92,834	82,600	80,800	(1,800)
Rent Expense	-	-	-	-	-	-	-	-	-	-	-	-	1,710	1,500	1,715	215
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	876	2,000	2,000	-
Credit Card Fees	-	-	-	-	-	-	-	-	-	-	-	-	1,287	-	-	-
Dues and Subscriptions	-	-	-	-	-	-	-	-	-	-	-	-	122	1,000	1,010	10
Total Services	-	-	-	-	-	-	-	-	-	4,282	4,200	4,100	200,850	182,593	188,704	6,111
TOTAL OPERATING EXPENSES	9,568	2,000	3,000	3,171	3,619	3,573	35,179	46,413	45,937	5,939	6,200	6,100	1,174,058	1,180,921	1,215,894	34,973
Other Revenue (Expenses)																
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(8,274)	(1,000)	(2,000)	278	(619)	(573)	11,526	3,587	4,063	46,786	33,800	48,900	(940,169)	(955,421)	(996,144)	(40,723)

2024 Proposed Capital Budget

Item	Cost
2% Capital Asset Long-Term Maintenance	
<i>To Parks Capital Fund</i>	\$510,000
Equipment	
<i>Perkins Satellite Lifter</i>	\$30,000
Annual Programs	
<i>Trees Replacement</i>	\$25,000
<i>Picnic Table/Grilling Station/Trash Can Replacement Program</i>	\$15,000
<i>Park Weed and Feed Program</i>	\$25,000
<i>Bench Installation Program</i>	\$5,000
<i>Park ADA Upgrades</i>	\$25,000
<i>Park Sign Replacements</i>	\$5,000
<i>Parks Security Cameras</i>	\$6,500
Building Demolition	
<i>Lum Park Maintenance Office/Shop Demo</i>	\$15,000
<i>Jaycees Park North Pavilion/Playground Demo</i>	\$5,000
<i>Gustafson Park Shed Demo</i>	\$3,000
<i>Memorial Park Shed Demo</i>	\$3,000
Park Facility Rehabilitation	
Bane Park	
<i>Garage Roof Replacement</i>	\$10,000
Gregory Park	
<i>Warming House/Pavilion Gutter Replacement</i>	\$5,000
Lum Park	
<i>Pavilion 1 Rehabilitation</i>	\$30,000
<i>Pavilion 2 Rehabilitation</i>	\$30,000
Total	\$747,500

Park	Item	Replacement Year	Value (2023 Dollars)
Bane	1 wooden garage, Approx. 10-12' x 20' - painted siding - old shingles	2024	\$25,000
Buffalo Hills	park sign	2024	\$6,500
Buster	Gazebo	2024	\$35,000
Gregory	Warming house gutters	2024	\$5,000
Jaycees	North side - Large wood pavillion on concrete slab - bad shingles demo	2024	\$3,000
Jaycees	North side - Old metal swings, monkey bars & twist slide - pebble rock w/no borders	2024	\$1,000
Kiwanis	Trail Retaining Wall	2024	\$50,000
Lum	Main entry sign	2024	\$6,500
Lum	Building #1 (old Offices) demolition	2024	\$10,000
Lum	Beach House demolition	2024	\$15,000
Lyman P. White	Water Bottle Filler	2024	\$3,000
Meadows	Sign	2024	\$6,500
O'Brien	Main sign (Fading - no cocrete slab)	2024	\$6,500
Buffalo Hills	playground equpmtent	2025	\$80,000
Gregory	Pergola	2025	\$4,000
Kiwanis	Garden w/ Pavers	2025	\$2,000
Memorial	Mill field Main Fence Surround	2025	\$50,000
Buster	Dog Waste Bag Dispensor x2	2026	\$500
Lum	Stone arch roof assembly	2027	\$6,000
Memorial	West Parking Lot	2027	\$300,000
Bane	1 batting cage	2028	\$5,000
Buffalo Hills	gravel grading on parking lot, driveway to ge through park	2028	\$40,000
Buffalo Hills	grills	2028	\$1,000
Gregory	Little free library	2028	\$500
Gregory	SE playground	2028	\$100,000
Gregory	SW playground	2028	\$80,000
Gregory	Tennis court benches x 7	2028	\$3,500
Gregory	Tennis court rain garden	2028	\$5,000
Gustafson	4 wire fence backstops	2028	\$40,000
Jaycees	North side - 2 metal grills	2028	\$1,000
Jaycees	South side - 2 old scoreboards	2028	\$30,000
Jaycees	South side - 1 wooden garage, Approx. 20' x 20' - painted siding- old shingles	2028	\$50,000
Jaycees	South side - large gravel parking lot with many large boulders along north perimeter	2028	\$5,000
Kiwanis	Grill	2028	\$500
Lum	Sidewalks (bituminous)	2028	\$50,000
Lyman P. White	Wood Art Structure	2028	\$40,000
Lyman P. White	Bike Repair Tools	2028	\$3,200
Memorial	Mill field Scoring tower	2028	\$100,000
Memorial	Mill field Concession Stand	2028	\$600,000
Memorial	Main Playground	2028	\$100,000
Triangle	Dog waste bag holder	2028	\$500
Gustafson	2 metal signs saying Gustafson park	2030	\$6,500
Gustafson	metal numbers on backstops	2030	\$1,000
Jaycees	South side - Main sign (no cocrete slab)	2030	\$6,500
Lum	Pump house	2030	\$5,000
Lum	Grills (8 ct)	2030	\$8,000
Lum	Picnic Tables (27 ct.)	2030	\$27,000
Lum	Gator Playground equipment and enclosure	2030	\$60,000
Lum	Beach and Retaining wall	2030	\$20,000
Lum	Main umbrella bulding (by beach)	2030	\$200,000
Lum	Water spigot (freestanding)	2030	\$500
Memorial	East Parking Lot	2030	\$300,000
Memorial	Mill field Sun deck	2030	\$200,000
Memorial	Mill field Netting	2030	\$75,000
Memorial	Mill field storage building	2030	\$100,000
Memorial	Field #3 dug outs	2030	\$10,000
Memorial	Field #2 dug outs	2030	\$10,000
Memorial	Field #1 dug outs	2030	\$10,000
Memorial	Rink nets/ hoops	2030	\$3,000
Memorial	Water basin pumps	2030	\$20,000
Memorial	Built in tables (4)	2030	\$6,000
Memorial	Freestanding Picnic tables (17)	2030	\$17,000
Bane	Miracle Field w/special painted surface	2033	\$100,000
Bane	1 Miracle field sign w/2 steel poles - memorial sign	2033	\$1,500
Bane	2 asphalt parking lots & asphalt road through park	2033	\$150,000
Bane	Asphalt walkway 3 different directions through park	2033	\$30,000
Bane	1 metal grill	2033	\$500
Bane	5 wooden picnic tables	2033	\$5,000
Buffalo Hills	way finding signs	2033	\$500
Buffalo Hills	picnic tables	2033	\$7,000
Buster	Wood Fencing	2033	\$500
Buster	Chainlink Fence	2033	\$75,000
Buster	Signage	2033	\$1,000
Buster	Picnic Tables x 4	2033	\$4,000
Gregory	Picnic Tables x 13	2033	\$20,000
Gregory	Fountain	2033	\$250,000
Gregory	Basketball hoops x 3	2033	\$6,000
Gregory	Pleasure rink string lights	2033	\$1,000

Gustafson	1 red shed	2033	\$5,000
Hitch Wayne	Sign	2033	\$6,500
Jaycees	North side - Water spicket	2033	\$1,000
Jaycees	North side - 6 wooden picnic tables	2033	\$6,000
Jaycees	South side - 1 batting cage	2033	\$5,000
Jaycees	South side - 1 L screen	2033	\$1,000
Jaycees	South side - 3 wooden picnic tables	2033	\$3,000
Jaycees	South side - 6 poles - (5 lights & 1 camera)	2033	\$27,000
Kiwanis	Memorial Pillar x2	2033	\$2,000
Kiwanis	Parking Posts w/ Chain (10ft sections)	2033	\$2,500
Kiwanis	Playground Equipment	2033	\$100,000
Kiwanis	Swing Set	2033	\$10,000
Kiwanis	Light Post x2	2033	\$9,000
Kiwanis	Picnic Tables x 8	2033	\$8,000
Lum	Parking lots and road surfaces	2033	\$1,000,000
Lum	Disc golf Holes	2033	\$8,000
Lum	Disc golf tee boxes	2033	\$1,000
Lum	Yellow Monkey bars and Enclosure (2 Ct.)	2033	\$6,000
Lum	Yellow Playground equip	2033	\$30,000
Lum	Yellow Rainbow and enclosure	2033	\$5,000
Lum	Landing/dock	2033	\$7,000
Memorial	Mill field Score Board	2033	\$50,000
Memorial	Field #3 Lights	2033	\$200,000
Memorial	Field #2 Lights	2033	\$200,000
Memorial	Field #1 Lights	2033	\$200,000
Rotary	Bench/Signage Structure	2033	\$10,000
Triangle	Picnic Tables x1	2033	\$1,000
Memorial	Mill field Lights	2035	\$300,000
Bane	Playground with swings /slides, etc.	2038	\$100,000
Bane	3 large rubber mats outside main building	2038	\$3,000
Buster	Light Post x2	2038	\$5,000
Gregory	3 court tennis court fence	2038	\$50,000
Gregory	3 court tennis court lights x 4 poles	2038	\$200,000
Jaycees	North side - 1 pole with light	2038	\$4,500
Kiwanis	Park Sign	2038	\$6,500
Rotary	Community Garden	2038	\$50,000
Lum	Smaller Umbrella Building (mid park)	2040	\$30,000
Lum	Yellow Climb over and enclosure	2040	\$5,000
Lum	Shower building	2040	\$500,000
Lum	Flower planter with stone surround	2040	\$1,000
Memorial	Mill field Bleachers and Ramp systems	2040	\$200,000
Memorial	Main Sign (west Side)	2040	\$6,500
Triangle	Playground Equipment	2042	\$80,000
Bane	Full size hockey rink w/permanent board perimeters & chain link extension on both ends	2043	\$150,000
Bane	solid metal gate & fence between rink & ball field	2043	\$1,000
Bane	Four 3 seat alum. bleachers - approx. 20' long	2043	\$20,000
Bane	One 4 seat aluminum bleacher - approx. 10-12' length	2043	\$5,500
Bane	1 Arched Miracle field sign over west entrance walkway	2043	\$50,000
Bane	2 scoreboards - 1 new & 1 very old	2043	\$30,000
Bane	2 new L screens & 1 old L screen	2043	\$3,000
Bane	Sprinkler system - both ball fields	2043	\$40,000
Buffalo Hills	2 green high top tables	2043	\$1,000
Buster	Drinking Water Station	2043	\$5,000
Gregory	Flagpole light	2043	\$500
Gregory	3 court tennis court	2043	\$150,000
Gregory	Tennis court nets x 5	2043	\$25,000
Gregory	2 court tennis court	2043	\$100,000
Gregory	Bike rack	2043	\$750
Jaycees	South side - Varied height chain link fence perimeters - 8 gates - plastic yellow protector	2043	\$100,000
Jaycees	South side - 4 chain link dugouts, concrete floors, wood/metal roofs, secured benches	2043	\$20,000
Jaycees	South side - four 3 seat alum. bleachers - approx. 20' long	2043	\$20,000
Kiwanis	Buffalo Hills Trail Sign	2043	\$500
Kiwanis	Memorial Benches x7	2043	\$11,000
Kiwanis	Boom Lake Information Signage x2	2043	\$1,000
Kiwanis	Dock	2043	\$5,000
Kiwanis	Paved Trail	2043	\$200,000
Lum	Umbrella building # 2	2043	\$150,000
Lum	Small umbrella building (NE corner of park)	2043	\$20,000
Lyman P. White	Picnic Tables x6	2043	\$18,000
Meadows	Picnic table x 1	2043	\$1,000
Memorial	Field #3 Score Board	2043	\$10,000
Memorial	Field #2 Score Board	2043	\$10,000
Memorial	Field #1 Score Board	2043	\$10,000
Memorial	Lion Fountain	2043	\$5,000
Memorial	Benches (6)	2043	\$9,000
Rotary	Picnic Benches x 6	2043	\$6,000
Trailside	Parking lot	2043	\$300,000
Memorial	Field # 3 Fencing /Backstop	2044	\$30,000
Memorial	Field # 2 Fencing /Backstop	2044	\$30,000

Memorial	Field # 1 Fencing /Backstop	2044	\$30,000
Meadows	Playground equipment	2045	\$80,000
Jaycees	South side - 2 new playground areas - wood chip base & timber borders	2048	\$80,000
Lyman P. White	Irrigation	2048	\$40,000
Rotary	River Deck w/ Benches	2048	\$60,000
Lum	Camps sites (18.ct.)	2050	\$18,000
Lum	Dump Station	2050	\$20,000
Lum	Blue swing set	2050	\$10,000
Lum	Bench (6 ct.)	2050	\$12,000
Lum	sidewalks (concrete)	2050	\$150,000
Memorial	Mill field Dug outs (2)	2050	\$170,000
Memorial	Field #3 bleachers (2)	2050	\$10,000
Memorial	Field #3 Surface	2050	\$10,000
Memorial	Field #2 bleachers (2)	2050	\$10,000
Memorial	Field #2 Surface	2050	\$10,000
Memorial	Field #1 bleachers (2)	2050	\$10,000
Memorial	Field #1 Surface	2050	\$10,000
Memorial	Sidewalks and pathways	2050	\$200,000
Triangle	Sign	2052	\$6,500
Bane	Varied height chain link fence perimeters - 6 gates - plastic yellow protectors	2053	\$100,000
Bane	4 chain link dugouts, concrete floors, wood/metal roofs, secured benches	2053	\$10,000
Bane	Miracle Field chain link fence perimeter with backstop	2053	\$40,000
Bane	2 Large chain link dugouts, concrete floors, wood/metal roofs, non-secured benches	2053	\$5,000
Bane	1 brick memorial marker at miracle field	2053	\$5,000
Bane	Main sign with plant surround at North end of park	2053	\$6,500
Bane	2 memorial benches w/o concrete slab base	2053	\$3,000
Buffalo Hills	bench	2053	\$1,500
Buffalo Hills	2 ball fields with fencing	2053	\$120,000
Buffalo Hills	2 sets of dugouts	2053	\$10,000
Buffalo Hills	4 sets of metal bleachers	2053	\$22,000
Buffalo Hills	scoreboard	2053	\$15,000
Buffalo Hills	green building/shed	2053	\$100,000
Buffalo Hills	concession building/pavilion/bathrooms	2053	\$350,000
Buster	Park Sign	2053	\$6,500
Buster	Memorial Benches x3	2053	\$4,500
Gregory	Benches x 17	2053	\$26,000
Jaycees	South side - 2 baseball fields w/grass infields/clay mounds (Bronco/Pony sizes)	2053	\$20,000
Jaycees	South side - 2 story block building (concessions- announcers booths - storage & BR's	2053	\$400,000
Lyman P. White	Restroom Building	2053	\$300,000
Lyman P. White	Open Side Bench x7	2053	\$7,700
Lyman P. White	Closed Side Bench x12	2053	\$12,000
Lyman P. White	Bike Rack	2053	\$750
Memorial	Splash pad and surface	2053	\$500,000
Rotary	Pavilion	2053	\$250,000
Rotary	Memorial Bench	2053	\$1,500
Rotary	Signage on Front Gate	2053	\$6,500
Trailside	Sign	2053	\$6,500
Gregory	Boulder historical marker	2058	\$1,000
Memorial	Mill field surface	2060	\$10,000
Bane	4 yellow painted steel foul poles	2063	\$1,000
Bane	Block building - cocessions, warming house, BR's, annoncners booth	2063	\$600,000
Evergreen	Gate	2063	\$5,000
Jaycees	South side - 4 yellow painted steel foul poles	2063	\$2,000
Kiwanis	Pavilion	2063	\$150,000
Kiwanis	Restroom Building	2063	\$400,000
Lum	Building # 2 (storage)	2063	\$200,000
Lyman P. White	Light Posts x13	2063	\$60,000
Lyman P. White	Amphitheater Covered Structure	2063	\$200,000
Lyman P. White	Pavilion	2063	\$115,000
Rotary	Trail Gate	2068	\$5,000
Lum	Stone Circle	2070	\$50,000
Memorial	Concession Building	2070	\$500,000
Memorial	Ball field Bathroom building	2070	\$400,000
Bane	2 baseball fields w/grass infields/clay mounds (Bronco/Pony sizes)	2073	\$20,000
Bane	Metal flag pole w/concrete base	2073	\$3,000
Buffalo Hills	flag with solar light	2073	\$3,500
Gregory	Flagpole	2073	\$3,000
Gregory	Basketball court	2073	\$70,000
Gregory	Warming house + kitchenette	2073	\$400,000
Gregory	Tennis practice wall	2073	\$10,000
Gregory	2 court tennis court fence	2073	\$35,000
Lyman P. White	River Step Structure and canoe/kayak launch	2073	\$150,000
Lyman P. White	River Observation Deck	2073	\$325,000
Lyman P. White	Amphitheater Seating (seating, lights, railing)	2073	\$100,000
Lyman P. White	Top of Hill Seating Area	2073	\$100,000
Lyman P. White	Paved Paths	2073	\$125,000
Memorial	Warming House and Pavilion	2073	\$400,000
Memorial	Small rink + lighting	2073	\$200,000
Memorial	Large rink + lighting	2073	\$400,000

Rotary	Entrance Structure	2073	\$450,000
Kiwanis	Duck Feature	2083	\$10,000
Memorial	Vet Memorial and Flag	2083	\$10,000
Gregory	South stone entrance	2123	\$200,000
Gregory	South stone sign and planter	2123	\$100,000
Gregory	North stone arch	2123	\$200,000
Kiwanis	Under Bridge Path	2123	\$25,000
Lum	Stone Arch Columns	3023	\$100,000
Gregory	Bent tree by SE playground		
Kiwanis	Brainerd Brewing Rest Area		
Kiwanis	Brainerd Brewing Pillar		
Kiwanis	Small Post w/ Sign		
Kiwanis	Wooden Posts		
Kiwanis	Road Rock Structures		
Kiwanis	Mississippi River Route Signage Structure		
Kiwanis	Mississippi River Pier Sign		



Park Board Agenda Request

MEETING DATE: August 22, 2023

TITLE OF ITEM: Discussion on Parking Vehicles at Gregory Park

AGENDA: Approve

ACTION REQUESTED: Discussion Item

SUBMITTED BY: Jessie Dehn, Public Works Director **DEPARTMENT:** Public Works

PRESENTER: Jessie Dehn, Public Works Director **ESTIMATED TIME (MIN):** 5 Minutes

SUMMARY OF ISSUE: Park Board Chair Shipe requested discussion on vehicles being brought into Gregory Park during events. Some of the measures currently in place are as follows:

- Statement of the policy in the reservation application that no vehicles are allowed in the park and carts are available for transporting items from the street.
- Staff has reached out to applicants to re-state the policy that no vehicles are allowed in the park.
- When patrons come into City Hall to pick up the keys for the bandstand/kitchenette, staff again re-states that there are carts available for transporting materials and that vehicles are not allowed.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Some of the items for discussion include questions for the application or other considerations. See below:

- Include a question on the reservation application if the applicant is requesting special exemption to the policy allowing vehicles in the park, and also clarifying that any exemption would have to be approved at the next Park Board meeting before the application/exemption can be approved.
- Recommendation that they apply for a Event/Street Closure Application to be approved by the SPW Committee/Council as an alternative to vehicles in the park.
- Recommendation that they utilize other parks with parking lots for the event as an alternative to vehicles in Gregory.
- Should the Park Board establish a deposit in the fee schedule for the allowance of vehicles in Gregory for an event. Deposit would be returned if no damages are found following the event.
- Inclusion of conditions of an approval or exemption to the policy. For example, for an event bringing a fire truck, approving the exemption allowing the vehicle in the park under condition that they enter a specific location, travel a specified path, and park in a specified location (e.g. pleasure rink location).

RECOMMENDED ACTION/MOTION: Discussion item.

FINANCIAL IMPACT: N/A



PARKS DEPARTMENT MAINTENANCE AND RECREATION REPORT

August 22, 2023; PARK BOARD MEETING

Recreation Report

Adult Sports

- Adult Summer Softball
 - Summer Women's, Lower Men's, & Coed concluded.
 - MS1 championship will take place on August 23





- Summer Pickleball

- Summer Tuesdays and Thursdays concluded – a lot of positive feedback!
- A total of 31 teams this summer between the two days!



- Fall Pickleball (starts this week August 22 and August 24)

- Current #s as of August 17:
 - Tuesdays “Just for Fun”: 6
 - Tuesdays “Competitive”: 4
 - Thursdays “Just for Fun”: 6
 - Thursdays “Competitive: 3

- Fall Kickball/Softball

- Fall Kickball has 8 teams, started on August 21st
- MS2 Fall has 8 teams starts tonight, August 22nd
- Coed Fall has 9 teams, starts on August 24th
- MS1 Fall has 4 teams, starts on August 30th

- End of Summer “I love the 90s” Tournaments
 - Pickleball Doubles: 6 (Saturday)
 - Coed Adult Softball: 3 (Saturday)
 - Grass Coed 4s Volleyball: 4 (Sunday)
-

Parks Maintenance Report

- Retrieved garbage can from River at Lyman P. White Park
- Spraying Bee’s nest
- Painted bollards at shop
- Installed picnic tables at Rotary Park
- Prepped for Tournaments
- Removed host site trees
- Trimmed trees at North town
- Moved freezer for concessions
- Whipped S 6th bluds (East side also)
- Watering trees and flowers
- Weeded flower beds N 6th/ Washington
- Spraying herbicide
- Hooked up compressor and air lines to shop
- Hung retractable and manual air hose reels
- Salvaged ceiling fan old shop to new
- Smashed rain gutters Kiwanis Park
- Vandalized Soap dispensers Kiwanis Park
- Bee’s at campground and Buster Dog Park
- Moved first aid kit to new shop
- Moved lock out tag out station to new shop
- Watering trees, flowers and grass at LPW
- Prepping for national night out
- Cleaning side – walks
- Ground and filled stump on 10th / H St
- Hung first aid and lock – out tag out
- Deep cleaned Gregory Park Restrooms
- Extra trash cans to Gregory Park for National Night out
- Removed sign from LPW
- Marking and repairing Buffalo Hills softball fields
- Landscaped Gregory Park Entrance
- Pulled problem shrub at Tennis Courts
- Removed old drinking fountain
- Put in water hook up for grass at Gregory Park
- Removed graffiti from Gregory restroom.
- Fixed a leak at Lum restroom.
- Trimming trees and shrubs downtown

- Replaced water hose at LPW and moved sign
- Hauling class #5 to Buffalo Hills Park
- Planted grass and covered with straw
- Watering LPW and Gregory grass and Gregory Trees
- Fixed timer on Gregory Tennis Courts
- Fixed sprinkler at LPW
- Removed hazard branches at Buffalo Hills
- Blew out grandstands at Mills Field
- Fabricating old gates for Gregory
- Moving cabinets and counter tops from old shop
- Watering downtown
- Remove 2 heaters from old shop
- Removed overhead hoist from old shop
- Moved furniture from shop to city hall
- Met with a court surfacing specialist
- Took out hazard fencing from Kiwanis
- Fixed broken dead bolt at LPW
- Fixed Lum Showers
- Vandalism at Kiwanis – door handle and electrical box fixed
- Pressure washed grand stand bleachers
- Cutting lines at BBF
- Made LPW keys for City Hall
- Mowing and garbage runs daily
- Bought another 53 yards of lime
- Fixed Sod cutter
- Finished gate fabrication for Gregory
- Hung towel dispenser
- Watering grass, flowers, trees
- Assisting landscaper at LPW