



PARK BOARD AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Tuesday, June 25, 2024 @ 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**

___ P. Sandy ___ K. Schaefer ___ A. Shipe ___ J. Miller ___ Vacant

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 Disbursements**

B. **Financial Reports**

6. **Presentations**

7. **Unfinished Business**

8. **New Business**

A. **Approve Event Application - 4th of July Celebration**

B. **Approve Request to Install Outlet at Bane Park**

C. **Approve Final Pay Request - Mississippi Riverbank Restoration Project**

D. **Approve 2024 Parks ADA Upgrades**

E. **Discuss Pavilion 1 Improvement Items**

F. **Discussion on Rotary Solar Project**

- G. **Discuss Memorial Disc Golf Project**
- H. **Approve 2025 Parks Capital Budget Request**
- 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. **Parks Maintenance and Recreation Report**
- 11. **Board Member Reports**
- 12. **Adjourn**

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

MISSION

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

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 0011 - ACE HARDWARE:							
324267/1 82945	ACE HARDWARE GRAY PRIMER SPRAY 230-5200-42220	05/23/2024 pziemer REPAIR & MAINT	06/05/2024	6.29 6.29	0.00	Paid	Y 06/05/2024
324556/1 83222	ACE HARDWARE HEDGETRIMMER/BATTERIES 230-5200-42240	06/05/2024 pziemer SMALL TOOLS	06/19/2024	470.37 470.37	470.37	Open	N 06/19/2024
324558/1 83223	ACE HARDWARE RETURN HEDGETRIMMER/BATTERIES 230-5200-42240	06/05/2024 pziemer SMALL TOOLS	06/19/2024	(470.37) (470.37)	(470.37)	Open	N 06/19/2024
324557/1 83224	ACE HARDWARE HEDGETRIMMER/BATTERIES 230-5200-42240	06/05/2024 pziemer SMALL TOOLS	06/19/2024	359.99 359.99	359.99	Open	N 06/19/2024
324616/1 83227	ACE HARDWARE TRIM HEAD, KEY, BAIT, BOLT 230-5200-42220	06/06/2024 pziemer REPAIR & MAINT	06/19/2024	57.70 57.70	57.70	Open	N 06/19/2024
324527/1 83228	ACE HARDWARE GREGORY FOUNTAINT MAINT 230-5200-42220	06/04/2024 pziemer REPAIR & MAINT	06/19/2024	5.84 5.84	5.84	Open	N 06/19/2024
Total for vendor 0011 - ACE HARDWARE:				429.82	423.53		
Vendor 2740 - AT&T MOBILITY:							
X06032024/PARKS 83089	AT&T MOBILITY ACCT 287292136423 PARKS 4/26-5/25 230-5200-43321 230-5204-42210	05/25/2024 pziemer TELEPHONE OPERATING SUPPLIES	06/11/2024	236.37 212.14 24.23	0.00	Paid	Y 06/11/2024
Total for vendor 2740 - AT&T MOBILITY:				236.37	0.00		
Vendor 3906 - BRAINERD FAMILY YMCA:							
193 82944	BRAINERD FAMILY YMCA 1ST HALF 2024 PARKS PROGRAMMING 230-5200-43300	05/29/2024 pziemer PROFESSIONAL SERVICES	06/05/2024	10,000.00 10,000.00	0.00	Paid	Y 06/05/2024
Total for vendor 3906 - BRAINERD FAMILY YMCA:				10,000.00	0.00		

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DB: Brainerd

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 0296 - BRAINERD PUBLIC UTILITIES:							
APR 24/PARKS							
82914	BRAINERD PUBLIC UTILITIES	05/23/2024	06/05/2024	3,031.52	0.00	Paid	Y
	3/24/24-4/24/24 PARKS UTILITIES	pziemer					06/05/2024
	230-5200-43381	BPU UTILITIES		2,973.54			
	230-5280-43380	UTILITIES		57.98			
	Total for vendor 0296 - BRAINERD PUBLIC UTILITIES:			3,031.52	0.00		
Vendor 4030 - CARR'S TREE SERVICE INC:							
50971							
82872	CARR'S TREE SERVICE INC	05/17/2024	06/05/2024	475.00	0.00	Paid	Y
	REMOVE CHRISTMAS LIGHTS GREGORY PARK	pziemer					06/05/2024
	230-5200-42220	REPAIR & MAINT		475.00			
	Total for vendor 4030 - CARR'S TREE SERVICE INC:			475.00	0.00		
Vendor 0307 - CENTERPOINT ENERGY:							
92166-0/MAY24/PARKS							
83156	CENTERPOINT ENERGY	05/24/2024	06/11/2024	195.51	0.00	Paid	Y
	4/16/24-5/15/24 PARKS GARAGE UTILITI	pziemer					06/11/2024
	230-5200-43380	UTILITIES		195.51			
	Total for vendor 0307 - CENTERPOINT ENERGY:			195.51	0.00		
Vendor 0125 - CONSOLIDATED TELEPHONE CO:							
21397865							
83291	CONSOLIDATED TELEPHONE CO	06/12/2024	06/19/2024	209.95	209.95	Open	N
	6/12/24-7/11/24 CAMPGROUND INTERNET	pziemer					06/19/2024
	230-5280-43321	TELEPHONE		209.95			
	Total for vendor 0125 - CONSOLIDATED TELEPHONE CO:			209.95	209.95		
Vendor 0900 - CUB FOODS - BRAINERD:							
TRX: 078278 PARKS							
83221	CUB FOODS - BRAINERD	06/08/2024	06/19/2024	25.53	25.53	Open	N
	CONCESSIONS - CHIPS/HOTDOGS/BUNS	pziemer					06/19/2024
	230-5204-42210	OPERATING SUPPLIES		25.53			
TRX: 068659 PKS							
83251	CUB FOODS - BRAINERD	06/08/2024	06/19/2024	9.98	9.98	Open	N
	1ST AID/SAFETY ICE	pziemer					06/19/2024
	230-5200-43430	MISCELLANEOUS		9.98			
	Total for vendor 0900 - CUB FOODS - BRAINERD:			35.51	35.51		
Vendor 2527 - DIGITAL INK DESIGN & GRAPHICS:							

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
35456 82906	DIGITAL INK DESIGN & GRAPHICS MILLS FIELD - SIGNS 230-5200-42221 R&M- MILLS FIELD Total for vendor 2527 - DIGITAL INK DESIGN & GRAPHICS:	05/17/2024 pziemer	06/05/2024	103.60 103.60 103.60	0.00 0.00	Paid	Y 06/05/2024
Vendor 1859 - ENTERPRISE FM TRUST:							
FBN5055895/PARKS 83187	ENTERPRISE FM TRUST JUNE 24 PARKS VEHICLE LEASES 230-5200-43331 LEASE PAYMENTS Total for vendor 1859 - ENTERPRISE FM TRUST:	06/05/2024 pziemer	06/19/2024	2,069.38 2,069.38 2,069.38	2,069.38 2,069.38	Open	N 06/19/2024
Vendor 0193 - GOODIN COMPANY:							
6660766-00 82936	GOODIN COMPANY MMP REPAIR - PVC PIPES 230-5200-42220 REPAIR & MAINT Total for vendor 0193 - GOODIN COMPANY:	05/20/2024 pziemer	06/05/2024	43.98 43.98 43.98	0.00 0.00	Paid	Y 06/05/2024
Vendor 0203 - HOLDEN ELECTRIC:							
76268 83207	HOLDEN ELECTRIC REPAIR CAMPSITE BREAKER 230-5280-42220 REPAIR & MAINT Total for vendor 0203 - HOLDEN ELECTRIC:	06/07/2024 pziemer	06/19/2024	120.75 120.75 120.75	120.75 120.75	Open	N 06/19/2024
Vendor 3220 - IMPERIAL DADE:							
4238679/PARKS 82951	IMPERIAL DADE JANITORIAL SUPPLIES - PARKS 230-5200-42220 REPAIR & MAINT Total for vendor 3220 - IMPERIAL DADE:	05/28/2024 pziemer	06/05/2024	55.08 55.08 55.08	0.00 0.00	Paid	Y 06/05/2024
Vendor 3517 - ISD #181 BRAINERD PUBLIC SCHOOLS:							
BRD 2024-1 82922	ISD #181 BRAINERD PUBLIC SCHOOLS 1ST HALF 2024 RECREATION PROGRAMMING 230-5200-43300 PROFESSIONAL SERVICES Total for vendor 3517 - ISD #181 BRAINERD PUBLIC SCHOOLS:	05/22/2024 pziemer	06/05/2024	7,500.00 7,500.00 7,500.00	0.00 0.00	Paid	Y 06/05/2024
Vendor 0889 - MENARDS - BAXTER:							

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21147 82908	MENARDS - BAXTER LUM PARK -BLEACH, SIGN, LUMBER 230-5200-42220	05/17/2024 pziemer	06/05/2024	130.42 130.42	0.00	Paid	Y 06/05/2024
22034 83080	MENARDS - BAXTER MMP BASKETBALL COURT MAINT 230-5200-42220	05/31/2024 pziemer	06/19/2024	47.04 47.04	47.04	Open	N 06/19/2024
Total for vendor 0889 - MENARDS - BAXTER:				177.46	47.04		
Vendor 3394 - MIDWEST MACHINERY CO:							
10044837 82907	MIDWEST MACHINERY CO J/D 750 MOWER REPAIR 230-5200-42220	05/17/2024 pziemer	06/05/2024	45.35 45.35	0.00	Paid	Y 06/05/2024
10077720 83229	MIDWEST MACHINERY CO MOWER BELT 230-5200-42220	06/06/2024 pziemer	06/19/2024	45.35 45.35	45.35	Open	N 06/19/2024
Total for vendor 3394 - MIDWEST MACHINERY CO:				90.70	45.35		
Vendor 0147 - MINNESOTA SOFTBALL:							
7793 82856	MINNESOTA SOFTBALL QTY 1 UMP REGISTRATION 230-5215-42210	05/16/2024 pziemer	06/05/2024	75.00 75.00	0.00	Paid	Y 06/05/2024
Total for vendor 0147 - MINNESOTA SOFTBALL:				75.00	0.00		
Vendor 1449 - M-R SIGN CO., INC.:							
224098 82940	M-R SIGN CO., INC. PARKS- DOG WASTE SIGNS 230-5200-42220	05/22/2024 pziemer	06/05/2024	112.00 112.00	0.00	Paid	Y 06/05/2024
Total for vendor 1449 - M-R SIGN CO., INC.:				112.00	0.00		
Vendor 3509 - MUTT MITT:							
712168 83081	MUTT MITT QTY 24 CASES MUTTMITTS 230-5200-42210	06/05/2024 pziemer	06/19/2024	3,398.31 3,398.31	3,398.31	Open	N 06/19/2024
Total for vendor 3509 - MUTT MITT:				3,398.31	3,398.31		

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Vendor 2137 - O'REILLY AUTOMOTIVE STORES INC.:							
1647-273627 83078	O'REILLY AUTOMOTIVE STORES INC. SHOP SUPPLIES,EQUIPMENT GREASE 230-5200-42220	05/21/2024 pziemer	06/19/2024	114.64	114.64	Open	N 06/19/2024
	REPAIR & MAINT			114.64			
	Total for vendor 2137 - O'REILLY AUTOMOTIVE STORES INC.:			114.64	114.64		
Vendor 2939 - VIKING COCA COLA BOTTLING CO:							
3398142 83225	VIKING COCA COLA BOTTLING CO CONCESSIONS - MMP BEVERAGES 230-5204-42210	05/29/2024 pziemer	06/19/2024	426.75	426.75	Open	N 06/19/2024
	OPERATING SUPPLIES			426.75			
3391795 83226	VIKING COCA COLA BOTTLING CO CONCESSIONS - MMP BEVERAGES 230-5204-42210	05/15/2024 pziemer	06/19/2024	452.25	452.25	Open	N 06/19/2024
	OPERATING SUPPLIES			452.25			
	Total for vendor 2939 - VIKING COCA COLA BOTTLING CO:			879.00	879.00		
Vendor 0344 - WASTE PARTNERS INC:							
45X01226 83102	WASTE PARTNERS INC MAY 24 LUM PARK CAMPGROUND 230-5280-43380	05/31/2024 pziemer	06/19/2024	146.25	146.25	Open	N 06/19/2024
	UTILITIES			146.25			
45X01233 83108	WASTE PARTNERS INC MAY 24 PARKS WASTE REMOVAL 230-5200-43380	05/31/2024 pziemer	06/19/2024	745.88	745.88	Open	N 06/19/2024
	UTILITIES			745.88			
	Total for vendor 0344 - WASTE PARTNERS INC:			892.13	892.13		
Vendor 0888 - WEST BRAINERD AUTO SERVICE:							
050066 82895	WEST BRAINERD AUTO SERVICE WINCH-OUT OF CAMPER FROM SITE 230-5280-42210	05/21/2024 pziemer	06/05/2024	300.00	0.00	Paid	Y 06/05/2024
	OPERATING SUPPLIES			300.00			
	Total for vendor 0888 - WEST BRAINERD AUTO SERVICE:			300.00	0.00		
Vendor 3199 - WEX BANK:							
97381236/PARKS 83200*	WEX BANK MAY 24 PARKS DEPT FUEL 230-5200-42212	05/31/2024 pziemer	06/19/2024	2,140.58	2,140.58	Open	N 06/19/2024
	MOTOR FUELS			2,141.54			
	MOTOR FUELS			(0.96)			

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Total for vendor 3199 - WEX BANK:				2,140.58	2,140.58		
Vendor 0346 - WIDSETH SMITH NOLTING:							
230857 83144	WIDSETH SMITH NOLTING 23:09 JAYCEES PARK THRU 5/10/24 229-0000-43300-23:08	05/23/2024 pziemer	06/19/2024	1,359.51	1,359.51	Open	N 06/19/2024
	PROFESSIONAL SERVICES			1,359.51			
Total for vendor 0346 - WIDSETH SMITH NOLTING:				1,359.51	1,359.51		
Vendor 1159 - WINNERS TROPHY:							
13320 83079	WINNERS TROPHY MEMORIAL TREE PLAQUE - BUSHNELL 230-5200-42220	06/03/2024 pziemer	06/19/2024	40.00	40.00	Open	N 06/19/2024
	REPAIR & MAINT			40.00			
Total for vendor 1159 - WINNERS TROPHY:				40.00	40.00		
PCard: 2257 U.S. BANK Card Holder: CITY HALL							
Vendor 3698 - AMAZON:							
5/21/24 83066	AMAZON IRRIGATION COVERS 230-5200-42220	05/21/2024 pziemer	06/19/2024	357.48	357.48	Open	N 06/19/2024
	REPAIR & MAINT			357.48			
Total for vendor 3698 - AMAZON:				357.48	357.48		
Vendor 4054 - FACEBOOK:							
5/2/24 83095	FACEBOOK ADVERTISING -PARKS & REC PAGE 230-5200-42210	05/20/2024 pziemer	06/19/2024	1.90	1.90	Open	N 06/19/2024
	OPERATING SUPPLIES			1.90			
Total for vendor 4054 - FACEBOOK:				1.90	1.90		
Total PCard: 2257 U.S. BANK Card Holder: CITY HALL				359.38	359.38		

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

Vendor 3711 - COSTCO:

5/22/24 83074	COSTCO MMP CONCESSION SUPPLIES 230-5204-42210	05/22/2024 pziemer	06/19/2024	173.62	173.62	Open	N 06/19/2024
	OPERATING SUPPLIES			173.62			
6/14/24 83077	COSTCO CONCESSIONS - CHIPS/HOTDOGS/WATER 230-5204-42210	05/14/2024 pziemer	06/19/2024	65.10	65.10	Open	N 06/19/2024
	OPERATING SUPPLIES			65.10			
	Total for vendor 3711 - COSTCO:			238.72	238.72		

Vendor 0921 - DONDELINGER'S:

5/14/24 83256	DONDELINGER'S PARKS CC RECEIPT 230-5200-42220	05/14/2024 pziemer	06/19/2024	38.93	38.93	Open	N 06/19/2024
	REPAIR & MAINT			38.93			
	Total for vendor 0921 - DONDELINGER'S:			38.93	38.93		

Vendor 1956 - LANDSBURG LANDSCAPE NURSERY INC:

5/3/24 83257	LANDSBURG LANDSCAPE NURSERY INC REPLACEMENT TREES 230-5200-42220	05/03/2024 pziemer	06/19/2024	919.94	919.94	Open	N 06/19/2024
	REPAIR & MAINT			919.94			
	Total for vendor 1956 - LANDSBURG LANDSCAPE NURSERY INC:			919.94	919.94		

Vendor 0006 - WALMART COMMUNITY/GECRB:

5/22/24 83073	WALMART COMMUNITY/GECRB LOCKBOX - CONCESSIONS 230-5204-42210	05/22/2024 pziemer	06/19/2024	32.98	32.98	Open	N 06/19/2024
	OPERATING SUPPLIES			32.98			
5/7/24 83075	WALMART COMMUNITY/GECRB DISHSOAP - CONCESSIONS 230-5204-42210	05/07/2024 pziemer	06/19/2024	10.72	10.72	Open	N 06/19/2024
	OPERATING SUPPLIES			10.72			
5-21-24 83237	WALMART COMMUNITY/GECRB VACUUM - SHOP MAINT 230-5200-42220	05/21/2024 pziemer	06/19/2024	144.00	144.00	Open	N 06/19/2024
	REPAIR & MAINT			144.00			
	Total for vendor 0006 - WALMART COMMUNITY/GECRB:			187.70	187.70		

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

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

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

# of Invoices:	44	# Due:	29	Totals:	36,300.84	13,990.72
# of Credit Memos:	1	# Due:	1	Totals:	(470.37)	(470.37)

Net of Invoices and Credit Memos:

* 1 Net Invoices have Credits Totalling:	(0.96)
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--- TOTALS BY GL DISTRIBUTION ---

229-0000-43300-23:08	PROFESSIONAL SERVICES	1,359.51
230-5200-42210	OPERATING SUPPLIES	3,400.21
230-5200-42212	MOTOR FUELS	2,140.58
230-5200-42220	REPAIR & MAINT	2,639.04
230-5200-42221	R&M- MILLS FIELD	103.60
230-5200-42240	SMALL TOOLS	359.99
230-5200-43300	PROFESSIONAL SERVICES	17,500.00
230-5200-43321	TELEPHONE	212.14
230-5200-43331	LEASE PAYMENTS	2,069.38
230-5200-43380	UTILITIES	941.39
230-5200-43381	BPU UTILITIES	2,973.54
230-5200-43430	MISCELLANEOUS	9.98
230-5204-42210	OPERATING SUPPLIES	1,211.18
230-5215-42210	OPERATING SUPPLIES	75.00
230-5280-42210	OPERATING SUPPLIES	300.00
230-5280-42220	REPAIR & MAINT	120.75
230-5280-43321	TELEPHONE	209.95
230-5280-43380	UTILITIES	204.23

--- TOTALS BY FUND ---

229 - PANDEMIC GRANTS	1,359.51	1,359.51
230 - PARK & RECREATION FUND	34,470.96	12,160.84

--- TOTALS BY DEPT/ACTIVITY ---

0000 -	1,359.51	1,359.51
5200 - PARK MAIN/ADMINISTRATION	32,349.85	10,496.94
5204 - CONCESSIONS	1,211.18	1,186.95
5215 - ADULT SOFTBALL	75.00	0.00
5280 - CAMPGROUND	834.93	476.95

As of May 31, 2024

	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	817	-	-	-	-	-	-	-	-	-	-
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services - User Fees	9,250	7,820	1,500	-	-	-	30,000	1,475	2,000	(50)	1,000	3,050
Other Revenue												
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	66,000	16,450	-	-	-	-	-	-	-	-	-	-
Contributions & Donations	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	1,000	-	-	-	-	-	-	-	-	-	-	-
Misc. Revenue	1,000	410	-	-	-	-	-	-	-	-	-	-
Total Charges for Services	68,000	16,860	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUES	112,250	25,497	1,500	-	-	-	30,000	1,475	2,000	(50)	1,000	3,050
Total Personal Services	792,322	277,555	455	-	9,575	3,644	17,563	399	-	-	-	-
Supplies												
Office and Operating Supplies	5,750	373	1,000	41	250	830	27,500	174	2,000	-	3,000	735
Motor Fuels	22,000	4,274	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	80,000	15,628	-	-	-	-	1,000	-	-	-	-	-
Repairs & Maintenance - Mills Field	5,000	8,781	-	-	-	-	-	-	-	-	-	-
Small Tools	1,000	752	-	-	-	-	-	-	-	-	-	-
Total Supplies	113,750	29,809	1,000	41	250	830	28,500	174	2,000	-	3,000	735
Services												
Professional Services	37,835	1,700	-	-	-	-	-	-	-	-	-	-
Computer Technical Support	6,500	6,510	-	-	-	-	-	-	-	-	-	-
Telephone	2,076	912	-	-	-	-	-	-	-	-	-	-
Postage	200	17	-	-	-	-	-	-	-	-	-	-
Professional Development	2,100	402	-	-	-	-	-	-	-	-	-	-
Lease Payments	32,980	10,527	-	-	-	-	-	-	-	-	-	-
Printing/Legal Publications	1,500	31	-	-	-	-	-	-	-	-	-	-
Insurance	29,322	4,659	-	-	-	-	-	-	-	-	-	-
Utilities	77,500	17,194	-	-	-	-	-	-	-	-	-	-
Rent Expense	1,715	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	2,000	261	-	-	-	-	-	-	-	-	-	-
Dues and Subscriptions	1,010	1,389	-	-	-	-	-	-	-	-	-	-
Total Services	194,738	43,601	-	-	-	-	-	-	-	-	-	-
TOTAL OPERATING EXPENSES	1,100,810	350,966	1,455	41	9,825	4,474	46,063	573	2,000	-	3,000	735
Other Revenue (Expenses)												
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(988,560)	(325,469)	45	(41)	(9,825)	(4,474)	(16,063)	901	-	(50)	(2,000)	2,315

	Kickball		Adult Softball		Pickleball		Campground		GRAND TOTAL	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Total Taxes and Penalties	-	-	-	-	-	-	-	-	35,000	817
Total Rev fr Other Gov'ts	-	-	-	-	-	-	-	-	-	-
Charges for Services - User Fees	3,000	-	50,000	33,865	-	1,669	55,000	25,763	151,750	73,591
Other Revenue										
Interest Income	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	-	-	-	-	-	-	-	-	66,000	16,450
Contributions & Donations	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	-	-	-	-	-	-	-	-	1,000	-
Misc. Revenue	-	-	-	-	-	-	-	20	1,000	430
Total Charges for Services	-	-	-	-	-	-	-	20	68,000	16,880
TOTAL REVENUES	3,000	-	50,000	33,865	-	1,669	55,000	25,783	254,750	91,288
Total Personal Services	3,073	-	29,437	1,742	-	-	-	-	852,425	283,341
Supplies										
Office and Operating Supplies	500	92	13,000	6,298	-	5,210	500	-	53,500	13,754
Motor Fuels	-	-	-	-	-	-	-	-	22,000	4,274
Repairs & Maintenance	-	-	3,500	1,538	-	-	1,500	104	86,000	17,269
Repairs & Maintenance - Mills Field	-	-	-	-	-	-	-	-	5,000	8,781
Small Tools	-	-	-	-	-	-	-	-	1,000	752
Total Supplies	500	92	16,500	7,836	-	5,210	2,000	104	167,500	44,831
Services										
Professional Services	-	-	-	-	-	-	-	-	37,835	1,700
Computer Technical Support	-	-	-	-	-	-	-	-	6,500	6,510
Telephone	-	-	-	-	-	-	800	336	2,876	1,248
Postage	-	-	-	-	-	-	-	-	200	17
Professional Development	-	-	-	-	-	-	-	-	2,100	402
Lease Payments	-	-	-	-	-	-	-	-	32,980	10,527
Printing/Legal Publications	-	-	-	-	-	-	-	-	1,500	31
Insurance	-	-	-	-	-	-	-	-	29,322	4,659
Utilities	-	-	-	-	-	-	3,300	-	80,800	17,194
Rent Expense	-	-	-	-	-	-	-	-	1,715	-
Miscellaneous	-	-	-	-	-	-	-	-	2,000	261
Dues and Subscriptions	-	-	-	-	-	-	-	-	1,010	1,389
Total Services	-	-	-	-	-	-	4,100	336	198,838	43,937
TOTAL OPERATING EXPENSES	3,573	92	45,937	9,578	-	5,210	6,100	439	1,218,763	372,108
Other Revenue (Expenses)										
Sale of Assets	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-
Total Other Revenue (Expenses)	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE OVER/(UNDER)	(573)	(92)	4,063	24,287	-	(3,541)	48,900	25,343	(964,013)	(280,820)



Park Board Agenda Request

MEETING DATE: June 25, 2024

TITLE OF ITEM: Approve Event Application - 4th of July Celebration

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):** 2 Minutes

SUMMARY OF ISSUE: Attached to this request is an event application for the 4th of July Celebration to be held on July 4th, 2024 from 6 pm - 11 pm for the parade and fireworks display. The event will take place throughout the area of East River Road and Don Adamson Field. The event will also include live music performances at the Lyman P. White Amphitheater beginning at 8 p.m. The events would conclude with the fireworks display beginning at 10:15 p.m.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Use of the park is proposed to be limited to the live music performances and seating during the event and fireworks display. Food vendors and additional restrooms would be located in Don Adamson Field. The applicant would be requiring power for the live music at the amphitheater. The City Council approved the event/street closure application at their meeting on June 17th.

RECOMMENDED ACTION/MOTION: Staff recommends approval of the event application as presented.

FINANCIAL IMPACT: N/A



SPECIAL EVENT APPLICATION

Date of Application: _____

Event applications can be submitted to the Engineering Department at 501 Laurel Street, Brainerd, MN 56401 or tgage@ci.brainerd.mn.us. Event applications that include a street closure must be submitted at least 30 calendar days prior to the event and will require City Council approval. All other event applications must be submitted at least 14 calendar days prior to the event.

Type of event: Event – City Parking Lot Event – City Park
 Event with Street Closure Other _____

Name of event: _____

Organizer Information

Organizer's Name: _____

Organizer's Address: _____

Event Contact Person: _____

Event Contact Daytime Phone: _____

Event Contact E-mail Address: _____

Contact Name/Number Day of Event: _____

For Profit/Nonprofit Status (type): _____

Applicant information (if different from the event organizer):

Applicant Name: _____

Applicant Address: _____

Applicant Phone: _____

Applicant E-mail Address: _____

Event Information

Event Details (list each date separately)

Event Date	Start Time	End Time	Event Location(s) – see locations listed below

Recurring event (requires only one application submittal per year)

Event locations (all dimensions are parking lot usable space estimates):

- City Hall Parking Lot (130’ x 146’)
- Laurel Street Parking Lot (92’ x 120’)
- Front Street Parking Lot (66’ x 125’)
- City Street(s) (street closure request information on page 4 MUST be filled out)
- City Park (must contact the Parks & Recreation Department for information)
- Other (specify location above)

Description of Activities

Brief description of the activities planned during the event. If a parade/run/walk event, please describe the proposed route with the assembly and dispersal locations and attach a route map:

Site Information

Electrical usage	Yes	No

Describe the type of equipment to be used and how you intent to supply the power:

Amplified Sound	Yes	No
-----------------	-----	----

Describe any recording and sound amplification equipment to be used in your event along with the times:

Restrooms provided	Yes	No

If yes, how many _____ (a ratio of 1 for every 100-150 people is recommended)

Company contracted for restrooms: _____
(if restrooms are provided by neighboring property(s), please submit the location and property owner's signature to verify approval has been granted)

Signs, banners, and/or posters/flyers	Yes	No

Describe the signs, banners, posters, flyers and the locations:

Trash Receptacle Disposal	Yes	No
---------------------------	-----	----

Company contracted for trash receptacle disposal: _____

Additional Event Information

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

Throughout all events, businesses should be reasonably accessible to the public. If a business's entrance is blocked by an event layout, then accommodations such as signage, handbills, or similar methods should be made available to mitigate the impact on customer access.

A \$100/day security deposit for publicly owned spaces ONLY is required (payable by check only). The security deposit will be refunded should the event site be left clean and void of trash and all event items are removed on the last day of the event. An event that does not occur will not have its security deposit refunded except for hazardous weather conditions, as determined by the City of Brainerd.

Street Closure Request Information

Describe the name and sections of the streets for which you are requesting temporary closure (e.g. South 7th Street between Maple Street and Front Street):

Date and time for beginning of street closures: _____

Date and time for reopening of streets: _____

Describe how your event preserves customer and residential access for businesses and houses along your proposed street closure (e.g. preserving pedestrian flow along sidewalks). Additional pages may be attached.

While the City continues to treat downtown as a venue for events, event plans must be balanced with the interests and needs of property owners.

If a street closure occurs along residential streets, reasonable efforts must be made to alert all property owners along the street of the proposed closure. All street closures shall be approved by the City Council. Failure to notify property owners and tenants in street closure areas will result in revocation of this permit.

For information regarding a street closure, please contact the City Engineering office at 218-828-2307 or engineer@ci.brainerd.mn.us.

Hold Harmless Agreement and Insurance Information

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

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

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

Signature of Event Applicant

I attest that the above information is true and accurate, and I certify under penalties of perjury that I am authorized to execute contracts and other instruments and legally bind the Applicant.

Signature of Applicant

Print Name

Contacts, Permits, and Fees Checklist

Each event has its own requirements and needs. Listed below is a summary of the permits common to many events. Please note that it is not necessary to have all permits approved upon submission of this application. However, this checklist should serve as a guide as you plan your event. *All events must have all permits and fees paid and approved prior to the start of the event.*

The Event Planner is responsible for providing the following (as needed) information:

Permit, License, or Checklist	Yes	Pending	N/A	Contact (See contact information below)
Authorization to use a city park				Contact the Parks & Recreation Department for information/procedure.
Fire/EMS/Police support				Check yes to request emergency support. The appropriate level of fire, EMS, and police support will be determined based on crowd size and the type of event. Fees may be discussed with the sponsor.
Food and vendor licenses				All vendors must apply for a temporary license through the Commissioner of Revenue's Office. Food vendors are required to collect and report meals tax. Contact City Hall for information/procedure.
Health Department Permit				All food vendors must apply for a temporary food permit through the Minnesota Health Department (MDH).
Insurance Certificate				May be required before issuing a permit.
Sign/banner Permits				Contact the Planning Department for information/procedure.
Parade Permit				Issued by the Police Department after complete submission of application.
Alcohol Use Permit				Must be approved by City Council after submission of the event application. Contact City Hall for information/procedure.

Contact Information

Administration Department:	(218) 828-2307 admin@ci.brainerd.mn.us
Parks and Recreation Department:	(218) 828-2320 parks@ci.brainerd.mn.us
Engineering Department:	(218) 828-2307 engineer@ci.brainerd.mn.us
Planning Department:	(218) 828-2307 planning@ci.brainerd.mn.us
Police Department:	(218) 829-2805 police@ci.brainerd.mn.us
Fire Department:	(218) 828-2312 fire@ci.brainerd.mn.us
MN Commissioner of Revenue:	(651) 282-5225 www.revenue.state.mn.us
MN Department of Health	(320) 223-7300 www.health.state.mn.us
MNDOT Baxter Office	(218) 828-5700 www.dot.state.mn.us

For Official Use Only

Department Sign-offs Required

Department	Date/Initials	Comments
Brainerd Public Utilities	_____	_____
City Administration	_____	_____
Engineering Department	_____	_____
Fire Department	_____	_____
Fire Support/EMS	_____	_____
Parks Department	_____	_____
Planning Department	_____	_____
Police Department	_____	_____

Event Application Approval

The event as described above is approved subject to any conditions noted on this form or otherwise set forth by the City of Brainerd.

City Administrator

Date

Approval Conditions

Certification of Street Closure Approval

The street closure request as described herein was approved by the City Council at their _____, 20__ meeting. Approval is subject to the following condition(s):

The following use of barricades, cones and no parking signs are being requested for the Community 4th of July Celebration:

Barricades:

- 5th & Quince
- 5th & Oak
- 5th & Norway
- 5th & Maple
- 5th & Laurel (East and North)
- 4th & Laurel
- 2nd & Laurel
- E. River Road & Laurel – Police & Fire Dept.
- E. River Road & College Dr.

Cones:

- 15 cones High School Parking lot North of Itchy Zebra
- 10 cones High School Lower Parking lot South of Stadium

No Parking Signs:

- Along parade route

Thank you,

Dave Badeaux

Executive Director

Brainerd Community Action



Park Board Agenda Request

MEETING DATE: June 25, 2024

TITLE OF ITEM: Approve Request to Install Outlet at Bane Park

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):** 2 Minutes

SUMMARY OF ISSUE: Councilmember Johnson reached out to staff requesting approval to have a new electrical outlet installed on the ballfield side of the scorers building adjacent to the Pony Field at Bane Park. Matt Delaney from Northern Lights Electric has offered to provide his services for free to install the electrical outlet.

Currently, the Bronco Field has an outdoor outlet, but the Pony Field does not.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: The purpose of the outlet is to plug in a pitching machine for baseball practices. He would tie in to the existing electricity in the building and drill a hole through the brick to install an outdoor outlet.

RECOMMENDED ACTION/MOTION: Staff recommends approval to allow for installation of the electrical outlet at Bane Park.

FINANCIAL IMPACT: N/A



Park Board Agenda Request

MEETING DATE: June 25, 2024

TITLE OF ITEM: Approve Final Pay Request - Mississippi Riverbank Restoration Project

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):** 2 Minutes

SUMMARY OF ISSUE: Attached to this item is the final pay request for the Mississippi Riverbank Restoration project. Planned work and remaining punch list items have been completed.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: The original bid was \$206,740. The final pay request is for \$121,321.00, which totals \$193,768.00 for a total project amount. This is \$12,972 below the original bid or 6.3% below.

RECOMMENDED ACTION/MOTION: Staff recommends approval of the final pay request for the project in the amount of \$121,321.00.

FINANCIAL IMPACT: \$121,321.00

Client: City of Brainerd 501 Laurel St Brainerd, MN 56401-3595	Contractor: MNL 8740 77th St NE Otsego, MN 55362
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WSB Project No.: 022575-000
Client Project No.:
State Project No.:
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$206,740.00	Original	\$206,740.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$206,740.00	Total	\$206,740.00

Work Certified To Date	
Base Bid Items	\$193,768.00
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$193,768.00

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$117,508.00	\$193,768.00	\$0.00	\$72,447.00	\$121,321.00	\$193,768.00
Percent Retained: 0%			Percent Complete: 93.73%		

FINAL PAY VOUCHER

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

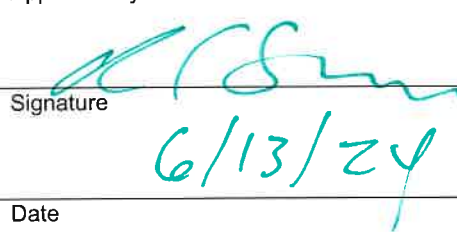
Approved By WSB


Signature

June 13, 2024

Date

Approved By MNL


Signature
6/13/24
Date

Approved By City of Brainerd

Signature

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	01/04/2024	\$76,260.00	\$3,813.00	\$72,447.00
2	06/13/2024	\$117,508.00	(\$3,813.00)	\$121,321.00

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
Local	\$193,768.00	\$0.00	\$72,447.00	\$121,321.00	\$193,768.00

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	Local	\$121,321.00	\$206,740.00	\$206,740.00	\$193,768.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$10,000.00	1	0.25	\$2,500.00	1	\$10,000.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	\$7,500.00	1	0	\$0.00	1	\$7,500.00
3	2101.605	GRUBBING SPECIAL	ACRE	\$7,000.00	1.96	0	\$0.00	1.96	\$13,720.00
4	2511.507	RANDOM RIPRAP CLASS III	C Y	\$200.00	10	0	\$0.00	10	\$2,000.00
5	2511.507	RANDOM RIPRAP CLASS V	C Y	\$250.00	44	0	\$0.00	44	\$11,000.00
6	2571.502	DECIDUOUS TREE 1.5" CAL CONT	EACH	\$550.00	135	125	\$68,750.00	125	\$68,750.00
7	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	L F	\$7.00	700	580	\$4,060.00	700	\$4,900.00
8	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	\$25.00	200	0	\$0.00	200	\$5,000.00
9	2573.602	STABILIZED CONSTRUCTION EXIT	EACH	\$2,500.00	1	0	\$0.00	0	\$0.00
10	2575.601	EROSION CONTROL	LS	\$5,000.00	1	0.2	\$1,000.00	1	\$5,000.00
11	2575.508	SEED MIXTURE 36-211	LB	\$50.00	68	16	\$800.00	50	\$2,500.00
12	2575.508	HYDRAULIC STABILIZED FIBER MATRIX	LB	\$2.00	4500	1814	\$3,628.00	3314	\$6,628.00
13	2575.509	MULCH MATERIAL TYPE 1	TON	\$1,000.00	1.7	0	\$0.00	0	\$0.00
14	2575.601	PLANT MANAGEMENT - YEAR 1	L S	\$12,500.00	1	1	\$12,500.00	1	\$12,500.00
15	2575.601	PLANT MANAGEMENT - YEAR 2	L S	\$12,500.00	1	1	\$12,500.00	1	\$12,500.00
16	2577.502	ROOT WAD	EACH	\$1,250.00	16	0	\$0.00	16	\$20,000.00
17	2577.502	LIVE STAKES	EACH	\$11.00	70	70	\$770.00	70	\$770.00
18	2575.601	PLANT MANAGEMENT - YEAR 3	L S	\$11,000.00	1	1	\$11,000.00	1	\$11,000.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Bid Totals:							\$117,508.00		\$193,768.00

Project Category Totals			Amount This Voucher	Amount To Date
Category				
Alternate 1			\$11,000.00	\$11,000.00
Base Bid			\$106,508.00	\$182,768.00

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Contract Change Totals:											

Contract Change Totals					Amount This Voucher	Amount To Date
No.	Contract Change	Description				

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

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



Park Board Agenda Request

MEETING DATE: June 25, 2024

TITLE OF ITEM: Approve 2024 Parks ADA Upgrades

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: Included in the 2024 capital budget is \$25,000 to complete ADA improvements in the parks. Attached are several potential options for the Park Board to consider with approximate estimates.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Considering the budget and upcoming work staff is recommending the ADA improvement work at Lum and Buster Dog Parks. Triangle Park has been discussed previously and may be better suited at a time where improvements to the street(s) will construct the ADA ramps as part of the improvements. Memorial Park has had significant investment recently and the ADA improvements here would likely be the entire budget for the year. The improvements at Lum and Buster Dog Parks would allow for ADA improvements likely at two parks in 2024, as well as coincide with other improvements occurring within the same year.

RECOMMENDED ACTION/MOTION: Staff recommends proceeding with pursuing quotes for ADA improvements at Lum and Buster Dog Parks as presented.

FINANCIAL IMPACT: Unknown at this time.

Lum Park Sidewalks to Pavilions

Remove Concrete	90	SF	\$2.50	\$225
Remove Curb	10	LF	\$5.00	\$50
Common Excavation	16	CY	\$15	\$240
4" Concrete Sidewalk	1290	SF	\$8.50	\$10,965
6" Concrete Sidewalk	36	SF	\$12.50	\$450
Install Curb	10	LF	\$50	\$500
			Subtotal	\$12,430
			Contingency	\$622
			Total	\$13,052

Triangle Park

Remove Curb	20	LF	\$5	\$100
Common Excavation	25	CY	\$15	\$375
4" Concrete Sidewalk	1950	SF	\$8.50	\$16,575
6" Concrete Sidewalk	72	SF	\$12.50	\$900
Truncated Domes	22	SF	\$70	\$1,540
Install Curb	20	LF	\$50	\$1,000
			Subtotal	\$20,490
			Contingency	\$1,025
			Total	\$21,515

Buster Dog Park and Pavilion Slab

Common Excavation	15	CY	\$15	\$225
Class 5 Base	11	TON	\$35	\$385
4" Concrete Sidewalk	600	SF	\$8.50	\$5,100
4" Concrete Slab	400	SF	\$8.50	\$3,400
			Subtotal	\$9,110
			Contingency	\$456
			Total	\$9,566

Rotary Park to Pavilion

Common Excavation	18	CY	\$15	\$270
Class 5 Base	13	TON	\$35	\$455
4" Concrete Sidewalk	720	SF	\$8.50	\$6,120
			Subtotal	\$6,845
			Contingency	\$342
			Total	\$7,187

Memorial Park between Parking Lots and Fields 1 & 2

Common Excavation	32	CY	\$15	\$480
4" Concrete Sidewalk	2610	SF	\$8.50	\$22,185
			Subtotal	\$22,665
			Contingency	\$1,133
			Total	\$23,798



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Date: 6/12/2024 Time: 8:39 AM



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Date: 6/12/2024 Time: 8:44 AM



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Date: 6/12/2024 Time: 8:37 AM



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Date: 6/12/2024 Time: 8:39 AM



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Date: 6/12/2024 Time: 8:43 AM



Park Board Agenda Request

MEETING DATE: June 25, 2024

TITLE OF ITEM: Discuss Pavilion 1 Improvement Items

AGENDA: Approve

ACTION REQUESTED: Direction Requested

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 May Park Board meeting, the Park Board awarded the proposal for the improvements at Pavilion 2 in Lum Park. There is \$15,000 remaining in that budget. This amount would not cover all of the needed improvements at Pavilion 1. It would be possible that some work at Pavilion 1 could be completed with the remaining funds.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: In discussion with TWM, the following scope of work for Pavilion 1 include the following estimates:

1. Re-shingling and repair of the roof - \$10,000 (recently completed and not high priority to be completed)
2. Install framing and new tongue and groove ceiling - \$25,000 (reliant on relocation of electrical service)
3. Relocation of electrical service - \$10,000
4. Removal of the chipped/flaking paint and new paint on concrete block and columns - \$10,000
5. Removal of existing gable siding for inspection and addition of framing to apply new sheathing, weather barrier, and new siding per design drawings - \$7,500
6. Removal of existing drip edge and 2 x 4 fascia for installation of new 2 x 4 fascia wrapped with new steel fascia and prefinished metal soffit vent - \$5,000

As an alternative to completing work at Pavilion 1, the Park Board could consider utilizing the remaining funds towards additional tree replacements at Lum Park due to the amount of dead trees needing removal.

Staff would recommend requesting pricing from Hy-Tec for the Items 5-6 listed above. If within the budget amount, include Items 5-6 in this year's work. If unable to complete Items 5-6 within this year's budget, complete Item 4 this year, and request budget for Items 5-6 in 2025.

RECOMMENDED ACTION/MOTION: Staff is requesting direction from the Park Board on how to utilize the remaining \$15,000 budget dollars for the Lum Park Pavilions.

FINANCIAL IMPACT: Dependent on Park Board action.



Park Board Agenda Request

MEETING DATE: June 25, 2024

TITLE OF ITEM: Discussion on Rotary Solar Project

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):** 15 Minutes

SUMMARY OF ISSUE: Staff is requesting discussion and direction from the Park Board on how to proceed with the proposed Rotary Park Solar project. Following the presentation by members of the Rotary Club on June 4th, staff has attached the design documents from last year as well as the updated Cash Flow Summary sheet that was distributed at the presentation. In addition, BPU staff would likely need to update the estimate for the power service. The exhibit from 2022 shows \$3,010 but during the meeting was estimated around \$12,000 currently. The Public Utilities Commission will be taking this project under advisement at their meeting on June 25th including the possibility of BPU funding the requested City's portion of the project. The requested portion of investment by the City is \$28,120, not including rebates or cost of power service.

A link to the YouTube recording of the Rotary Club's presentation on June 4th can be found here: [City of Brainerd - Park Board Special Meeting - 6/4/2024 \(youtube.com\)](https://www.youtube.com/watch?v=...)

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: Some of the questions that were raised and the comments received during the presentation were as follows:

- Has the scope of work changed? Specifically relating to size, location, and safety.
 - 9.36 kW, location is still on the roof, safety is not a concern as they are not exposed as using microinverters that are under the panels and in the pavilion.
 - Would like to see cameras at the entrance, pavilion, parking lot, and observation deck. Need to get power to them.

- Funds would have to follow procurement policy. Who purchases panels and installs? City's policy is to receive two quotes.
 - Rotary went to get two quotes as is their policy as well.

- At the end of life-span, what is the replacement cost at the end of 30 years?

- 30 years is not the life-span, 30 years is the warranty period to provide minimum 85% power.
- If hail storm and they were damaged, City's insurance would pay for replacement.
- Market for recycling of old panels if replacing with other new panels.

RECOMMENDED ACTION/MOTION: Staff is requesting direction from the Park Board on how to proceed.

FINANCIAL IMPACT: N/A

Cash Flow Summary

Rotary Prk Solar Installation

Item	Project Cost Cash Flow	Annual Income	Year	Cumulative Profit
Total Cost of Project	38,120			
Rotary Direct Pay of Panels and Racking	10,000			
Balance paid by City	28,120			
solar Rebates to city	11,436			
Net Capital Investment by City	16,684			
	15,383	1301	1	
	14,043	1340	2	
	12,663	1380	3	
	11,242	1421	4	
	9,778	1464	5	
	8,270	1508	6	
	6,717	1553	7	
	5,117	1600	8	
	3,469	1648	9	
	1,772	1697	10	
	24	1748	11	
		1801	12	1,777
		1855	13	3,632
		1910	14	5,542
		1968	15	7,510
		2027	16	9,537
		2087	17	11,624
		2150	18	13,774
		2216	19	15,990
		2281	20	18,271
		2349	21	20,620
		2420	22	23,040
		2492	23	25,532
		2567	24	28,099
		2644	25	30,743
		2724	26	33,467
		2805	27	36,272
		2889	28	39,161
		2976	29	42,137
		3065	30	45,202

Rotary Park Solar Project



Feasibility Report

WINKELMAN  **SOLAR
DEVELOPERS™**
www.winkelmansolar.com

By: David Winkelman
January 9th , 2022

EXECUTIVE SUMMARY

A no charge solar Feasibility study was offered by David Winkelman of the Brainerd Noon Rotary club to Peter Nelson (of the same club) in 2021, with the vision of applying solar energy and possibly other electrical services to the Rotary Sign and Pavilion in Rotary Park.

The entire Rotary organization worldwide has adopted the Environment as a basic pillar for Rotary International service and is now encouraging Rotary Clubs to find, create and operate environmental projects that reduce our pollution and impact upon the health of the earth.

By installing and operating a solar installation of 8.8 kilowatts, the Brainerd Noon Rotary club will help reduce CO2 emissions by the equivalent use of 14,961 gallons of gasoline, burning 6,580 pounds of coal, or the carbon sequestration by 7.3 acres of forest from 6 metric tons of greenhouse gases **per year**.

The owners of the solar (maybe the City of Brainerd) could also enjoy the electric savings from the solar array, estimated to be averaging about \$1500 per year, based on the weather/solar radiation records of the past 30 years.

David conferred with Peter Nelson to study two separate solar systems:

1. A battery plus solar lighting system for the Rotary Logo on the Entry Way.
2. Solar grid-tied roof top system on the Pavilion with connection to Brainerd Public Utilities.

Below you will find a set of preliminary observations, comments, some rough designs, costs, estimates, specifications and recommended technologies for the systems recommended in this Feasibility Report.

After much discussion and 2 years of work on this project, we have concluded that the City of Brainerd should be the owners of the system. Rotary can get grants for the project of up to \$10,000 (\$5000 District and \$5000 Club), the federal government's "Direct Pay for Solar" will pay 30 percent (about \$8100) and the city would pay the rest (about \$8900) for a system worth about \$27,000. This new incentive from the Federal Government called Direct Pay, allows non-taxable entities to get the 30 percent incentive in the form of a check directly from the USA treasury.

Scope of Analysis, Objectives, Solar PV System Design Recommendations and Assumptions

Scope

In this Feasibility Report, the scope of analysis considers the observed site locations, shading, roof conditions, solar radiation estimates, electric utility interconnection policy, given objectives for two different solar and/or storage systems, then presents some photovoltaic (PV) recommendations, and provides PV system energy production predictions, and it does include some firm construction bids from three qualified solar installers .

Objectives

The objective of this report is to conduct a feasibility study and preliminary design work **at no charge** from Winkelman Solar Developers for the purpose of determining the feasibility of two different types of solar photovoltaic (PV) systems, one with a small battery running LED lights for night lighting the Rotary logo and another one for Park/Pavilion events and selling back power to Brainerd Public Utilities from the solar on the rooftop of the pavilion. Both of these types of systems will provide varying degrees of energy savings/income, independence, resiliency and education for both Rotary and Brainerd community members. An additional objective is the education at the installation **site and on the Rotary website** that this PV system allows for Rotary members, community, and Rotary Park guests.

SITE ASSESSMENT and FEASIBILITY

The site of Rotary Park is a public beacon for the Brainerd area citizens to enjoy and appreciate nature near the beauty of the Mississippi River. It is only fitting that the noon Rotary Club start a project which helps create renewable energy credits, reduce pollution from any electricity needed at the park while preserving the natural beauty. By powering both the entry lighting of the logo and the Pavilion power for it various events, Rotary will be demonstrating environmental responsibility with clean energy for decades to come.

The Rotary Pavilion features a 1200-square-foot building floor which is a gathering spot for Rotarians, an event center for various park meetings, weddings, community groups, family reunions, retreats, events, etc. Half of the rooftop faces south (40' x 16') providing a good solar insolation for photo-voltaic (PV) modules to collect for use at the site. We estimate the total amount of PV modules possible on the roof to be about 8 kilowatts or about 20 average sized modules (about - 40" x 72" each) but there are various sizes and wattages available to be considered. In any case, we will cover almost the entire south roof with modules, but yet allow room for maintenance people to work around panels.

The Pavilion will be connected to electric service from Brainerd Public Utilities (BPU) for the power company interconnection point and Net Metering incentive. Jim's Electric has also submitted a separate bid for installing regular electrical service at the site (\$5000~). This needs more discussion.

Interconnection to the BPU grid will allow Net Metering, that is, selling excess generated the electrical power back to BPU at the Average Retail Rate (ARR, currently at about 11.7 cents/kWh). A solar array of about 8.8 kilowatts (kW) on this roof is estimated to annually produce an average of about 10,500 kilowatt hours (kWh) per year for at least 25 years. See attached spreadsheet below for more financial details.

Thinking that the schedule of events at the pavilion gets busier, with at least one well attended event per week, it could use up to 2000 kWh per year. At the ARR, then the solar owners would receive a savings of about \$1200 per year over and above all on-site uses. That dollar amount may increase as the ARR increases due to raising of rates by power companies, due to normal economic inflation. Energy prices are rising every year.

Conclusions:

- 1. The entry way solar lighting system is NOT RECOMMENDED after studying the shading from the adjacent trees. There is no clearing or path for the sun to energize the panel/battery. This may be considered in the future if other possible technology comes forth.**
- 2. The pavilion rooftop is oriented very well for solar, almost due south, and the roof pitch will give us good production in all seasons except winter. The solar rooftop is RECOMMENDED. See the attached solar reports for the details.**
- 3. Pre-Bidding: The Pavilion system will probably cost about three to three and a half dollars per watt (our estimate of prices in spring of 2023) or about \$27,000 for a 8800-watt solar PV system, depending on available equipment. That is near the maximum size that can be installed on the 40' x 16' roof with the current solar PV technology. Of course, we could go smaller, but the economy of scale will save more in the long-term.**

4. Our objective was to get bids from at least 3 installers with exact costs, see below. We now suggest that the City buy the solar project with Rotary's help. The City needs to look at this as a long-term investment in power savings, because most of the costs are up-front. The solar Direct Pay Incentive from the federal government would **directly pay** for 30 percent (about \$8100) to the City. The Brainerd Noon Rotary club could pay for a portion (up to \$10,000 for the project through Rotary grants) and the City would pay the rest (can then enjoy an average of \$1,500 of annual electricity credits with BPU).

Local Bids from Solar Installers. The estimated costs of the above Pavilion solar installation were provided from three local contractors as follows:

1. Real Solar LLC: 8.8 kW costing \$26,760 = \$3.04/watt
2. Solar Farm LLC: 8.2 kW costing \$25,420 = \$3.10/watt
3. Radtke Services: 7.02 kW costing \$24,376 = \$3.47/watt

These bids are relatively old, solar industry prices have increased and this project may need to be rebid if this goes forward. Anyhow, using the lowest bid from Real Solar of \$26,760, we have created a cashflow sheet for the project below.

The financial spreadsheet illustrates the long-term value of the investment via a cash purchase combined with grants and direct payments from the federal government, with the payback years and the internal rate of return for the project. Details to be determined in discussions with the City and Rotary Club leaders.

The attached Helioscope Report for the Pavilion project illustrates the expected energy production and PV system specifications. The Rotary Park Pavilion project could become a model project for other Rotary Clubs to copy, so we will try to make everything replicable with a case study following the completion of the project. Please study the documents below and let me know what questions you may have. Thank you.

Solar PV System Cash Flow Analysis

from David Winkelman (estimate only)

WINKELMAN SOLAR DEVELOPERS™
www.winkelmansolar.com
218 820 3736

Prepared for: **Rotary Park Pavilion**
Date: **1/9/2023**
System Size (watts) **8,800**
\$3.04/watt

JinKO modules (or equal)
Enphase Inverters (or equal)
Iron Ridge or equal racking

Direct Pay from
IRS to Brainerd
City

Assumptions (Inputs)

Total Installed Cost (\$):	\$26,752
Allocation to Business (%):	100
Annual Energy Output (kWh):	11,000
2023 Electricity Cost (\$/kWh)*:	\$0.1170
Electricity Inflation Rate (%):	3
Downpayment (%):	0
Down Payment (\$):	\$0
Amount of Balance (\$):	\$26,752
Interest Rate (%):	0
Loan Term (Years):	0
Month Installed:	0
Net Federal Tax Rate (%):	0
Net State Tax Rate (%):	0
Energy Rebate** (\$):	\$0
USDA Grant** (\$):	\$0
Federal Tax Credit (%):	30
Basis for Depreciation	\$22,739

Results

Ave. Monthly Savings on Bill

Year 1 (\$):	\$107
Year 10 (\$):	\$140
Year 20 (\$):	\$188
Year 30 (\$):	\$253

Return on Investment

Payback (years):	1
Internal Rate of Return for 30 years	0%
30% Federal Investment Direct Pay	\
* Includes reduced demand charges & SRECs and associated taxes.	
** Rebates may be claimed as taxable income.	
Consult with your tax advisor.	

Annual Cash Flow Model

See tax advisor for details

Year	Upfront Cost	Savings and Income	Rotary Possible Grants	Brainerd City	Fed ITC	Annual Cash Flow	Cumulative Cash Flow
0	(\$26,752)		\$10,000	\$8,900	\$8,026	\$174	\$174
1		\$1,287				\$1,287	\$1,461
2		\$1,326				\$1,326	\$2,786
3		\$1,365				\$1,365	\$4,152
4		\$1,406				\$1,406	\$5,558
5		\$1,449				\$1,449	\$7,006
6		\$1,492				\$1,492	\$8,498
7		\$1,537				\$1,537	\$10,035
8		\$1,583				\$1,583	\$11,618
9		\$1,630				\$1,630	\$13,248
10		\$1,679				\$1,679	\$14,928
11		\$1,730				\$1,730	\$16,657
12		\$1,782				\$1,782	\$18,439
13		\$1,835				\$1,835	\$20,274
14		\$1,890				\$1,890	\$22,164
15		\$1,947				\$1,947	\$24,110
16		\$2,005				\$2,005	\$26,116
17		\$2,065				\$2,065	\$28,181
18		\$2,127				\$2,127	\$30,308
19		\$2,191				\$2,191	\$32,499
20		\$2,257				\$2,257	\$34,756
21		\$2,324				\$2,324	\$37,080
22		\$2,394				\$2,394	\$39,474
23		\$2,466				\$2,466	\$41,940
24		\$2,540				\$2,540	\$44,480
25		\$2,616				\$2,616	\$47,097
26		\$2,695				\$2,695	\$49,791
27		\$2,776				\$2,776	\$52,567
28		\$2,859				\$2,859	\$55,426
29		\$2,945				\$2,945	\$58,370
30		\$3,033				\$3,033	\$61,403

Design 2 - 120-cell REC 400W & IQ8M Rotary Riverside Park, 46.341053, -94.216192

Report

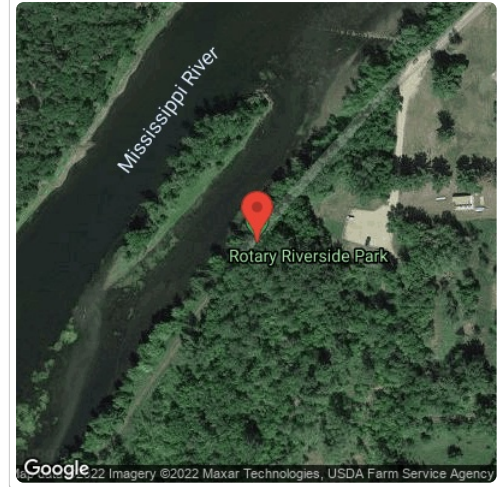
Project Name	Rotary Riverside Park
Project Address	46.341053, -94.216192
Prepared By	Jan Hubbard jan.hubbard@comcast.net

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www.winkelmansolar.com

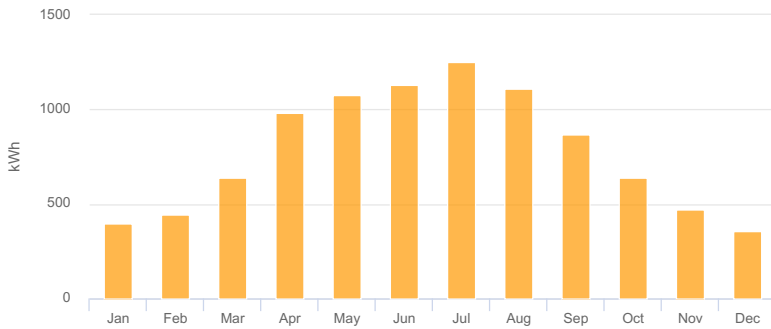
System Metrics

Design	Design 2 - 120-cell REC 400W & IQ8M
Module DC Nameplate	7.20 kW
Inverter AC Nameplate	5.85 kW Load Ratio: 1.23
Annual Production	9.369 MWh
Performance Ratio	83.3%
kWh/kWp	1,301.3
Weather Dataset	TMY, 10km Grid (46.35,-94.25), NREL (prospector)
Simulator Version	63ee6c5b8f-982797a583-9e3d9214f6-1ebb25fe50

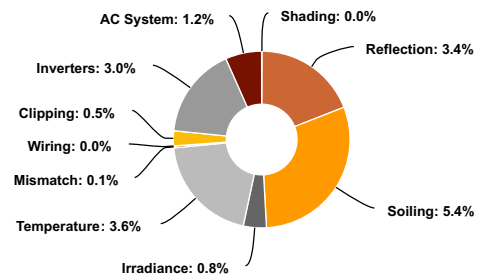
Project Location



Monthly Production



Sources of System Loss



Annual Production

	Description	Output	% Delta
Irradiance (kWh/m ²)	Annual Global Horizontal Irradiance	1,359.8	
	POA Irradiance	1,561.7	14.9%
	Shaded Irradiance	1,561.5	0.0%
	Irradiance after Reflection	1,508.2	-3.4%
	Irradiance after Soiling	1,426.6	-5.4%
	Total Collector Irradiance	1,426.6	0.0%
Energy (kWh)	Nameplate	10,279.5	
	Output at Irradiance Levels	10,201.6	-0.8%
	Output at Cell Temperature Derate	9,832.1	-3.6%
	Output After Mismatch	9,826.2	-0.1%
	Optimal DC Output	9,826.2	0.0%
	Constrained DC Output	9,777.4	-0.5%
	Inverter Output	9,482.5	-3.0%
	Energy to Grid	9,369.5	-1.2%
Temperature Metrics			
	Avg. Operating Ambient Temp		8.8 °C
	Avg. Operating Cell Temp		23.1 °C
Simulation Metrics			
	Operating Hours	4657	
	Solved Hours	4657	

Condition Set

Description	Condition Set 2											
Weather Dataset	TMY, 10km Grid (46.35,-94.25), NREL (prospector)											
Solar Angle Location	Meteo Lat/Lng											
Transposition Model	Perez Model											
Temperature Model	Sandia Model											
Temperature Model Parameters	Rack Type	a	b	Temperature Delta								
	Fixed Tilt	-3.56	-0.075	3°C								
	Flush Mount	-2.81	-0.0455	0°C								
	East-West	-3.56	-0.075	3°C								
	Carport	-3.56	-0.075	3°C								
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	20	20	20	2	2	2	2	2	2	2	2	10
Irradiation Variance	5%											
Cell Temperature Spread	4° C											
Module Binning Range	-2.5% to 2.5%											
AC System Derate	0.50%											
Module Characterizations	Module	Uploaded By		Characterization								
	REC400AA Pure (REC)	Folsom Labs		REC400AA_Pure.pan, PAN								
Component Characterizations	Device	Uploaded By		Characterization								

Components		
Component	Name	Count
Inverters	IQ8M-72-2-US (240V) (Enphase)	18 (5.85 kW)
AC Branches	1/0 AWG (Aluminum)	1 (973.6 ft)
Module	REC, REC400AA Pure (400W)	18 (7.20 kW)

Wiring Zones									
Description	Combiner Poles			String Size		Stringing Strategy			
Wiring Zone	-			1-1		Along Racking			

Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Flush Mount	Portrait (Vertical)	18.43°	180.10188°	0.4 ft	1x1	18	18	7.20 kW





Minnesota Solar Energy Industries Association

We Move Minnesota Solar + Storage Forward

The Inflation Reduction Act “Things To Know” for MN Solar & Storage

Summary: [The Inflation Reduction Act \(IRA\)](#) was signed into law on August 16th, 2022. The IRA has huge benefits for solar energy that will help **cut operating costs, speed up projects, and encourage a historic solar boom**. This bill is over 730 pages long, but MnSEIA has condensed a few key points here for our members.

Investment Tax Credit (ITC): The ITC, which was initially a part of the 2005 [Energy Policy Act](#), provides the eligible value of the project back as a tax credit. The ITC was set to decrease in 2022 and 2023 and then expire. The IRA **increased and extended the ITC until at least 2032**. The credit is also **retroactive for all projects after January 1, 2022**. The ITC is available for both solar AND standalone storage projects.

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Credit Prior to IRA	26%	22%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Credit Under IRA	30%	30%	30%	30%	30%	30%	30%	30%	30%	30%	30%	26%	22%	0%

Production Tax Credit (PTC): The renewable electricity Production Tax Credit (PTC) was also included in the [Energy Policy Act](#). Currently, the PTC is a 2.6¢/kWh credit for electricity produced and sold over a ten-year window—it will go up over time, subject to conditions as seen on page 5 of [SEIA's fact sheet](#). The original PTC expired in 2021; but, the IRA has reinstated the PTC until 2024 and—for the first time ever— made the credit available to solar.

Projects must choose between using the ITC or PTC, not both.

Transferability: The ITC or PTC can now be transferred to another taxpayer in exchange for cash—removing the need for tax equity investors. This will reduce transaction costs and speed up project timelines. This applies to projects of all sizes.

Direct Pay: With the IRA, non-profits, munis, and co-ops can now **receive direct payments** for the ITC or PTC rate for their project. This new direct pay reimbursement structure will streamline projects for these entities and encourage more development.

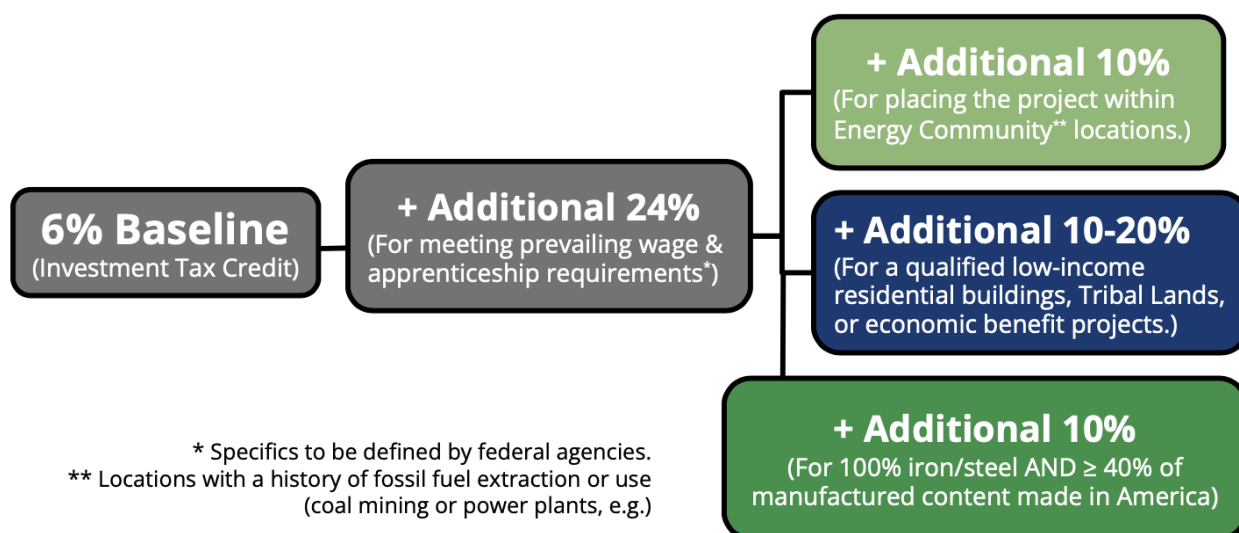
Industry specific breakdowns

Projects < 1 MW:

- Developers can now choose to apply either the ITC or PTC;
- 30% ITC (up from 26% in 2022 and retroactive for 2022 projects!);
- Or 100% of the PTC—This is the first time the PTC has been made available to solar.

Projects ≥ 1 MW:

- Projects start at a 6% ITC rate and can increase by meeting different standards (see chart below.) With all the adders, projects could potentially reach a 70% ITC.



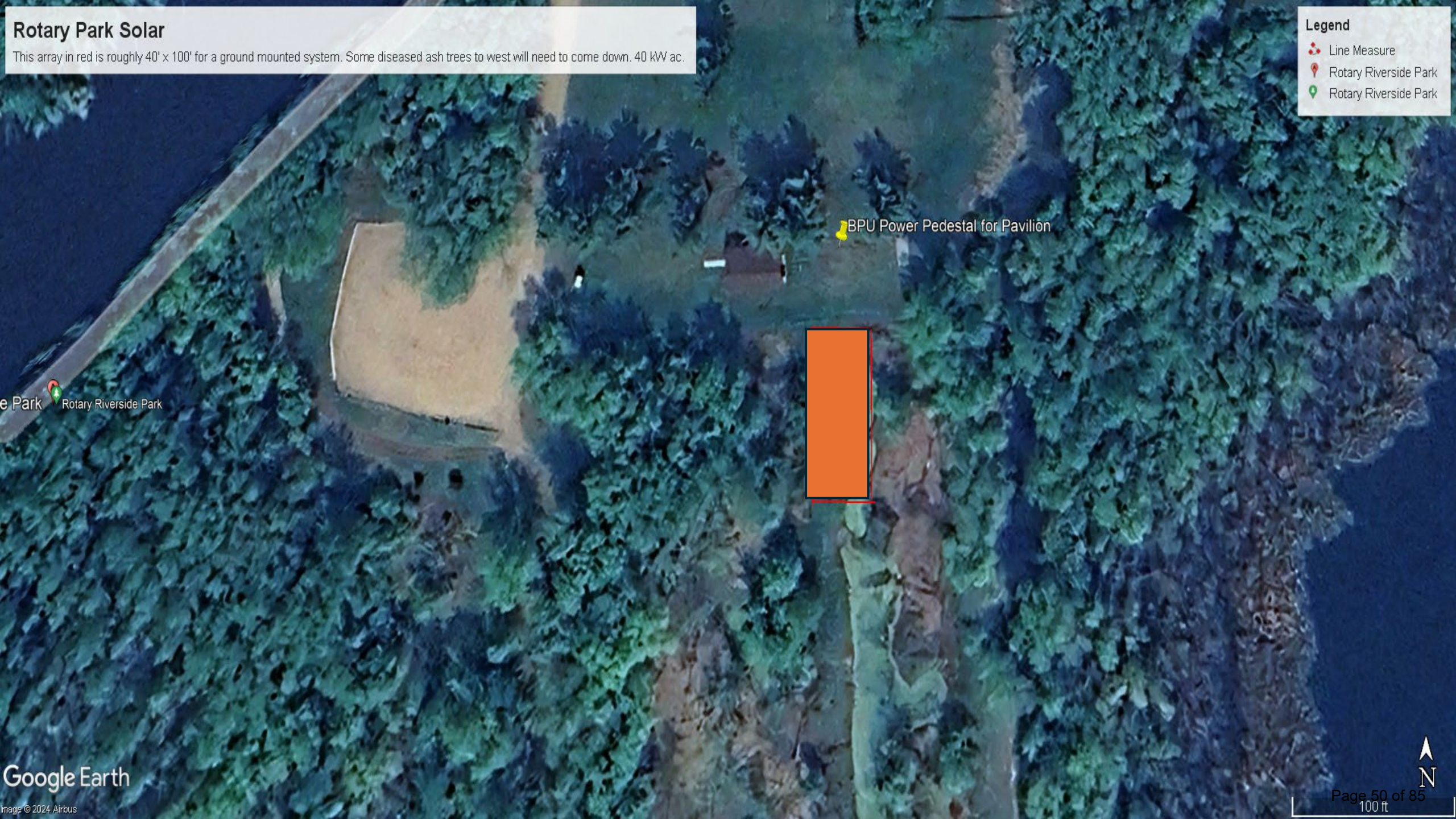
The additional 24% for meeting prevailing wage will apply presumptively to **all** projects developed in 2022, and until 60 days after these requirements are defined by federal agencies.

Energy Storage Projects:

The IRA expands federal tax incentives for energy storage. Previously, energy storage projects had to be connected to and charged by a solar project to take advantage of the ITC, but the IRA **expands storage eligibility to qualify on its own**. This change makes storage accessible to anyone that has previously installed solar without a storage component and now wants to add it, or to anyone who is looking to install storage on its own.

For more information see [SEIA's IRA fact sheet](#).

Disclaimer: MnSEIA is not providing legal or tax advice with this document, and recommends conferring with your own legal team.



Rotary Park Solar
This array in red is roughly 40' x 100' for a ground mounted system. Some diseased ash trees to west will need to come down. 40 kW ac.

Legend

-  Line Measure
-  Rotary Riverside Park
-  Rotary Riverside Park

 BPU Power Pedestal for Pavilion

 Rotary Riverside Park





8.14 kW DC
Roof-mounted
Grid-tied Solar PV System
Brainerd Rotary Park Pavilion

Brainerd Rotary
PO Box 132 Brainerd, MN 56401

June 29, 2022

Dear Brainerd Rotary ,

Thank you for your interest in solar energy and in REAL Solar. We are excited about the possibility of working with you. We eagerly anticipate providing a design that suits your needs and is practical for your location. The proposed systems should produce about 8907 kWh/year, which is about 89% of the average MN home's annual electricity consumption of 10000 kWhs.

If after reviewing this proposal you would like to consider other options, we would be happy to adjust this bid. We know you'll find this proposal compelling and we're eager to support your clean energy goals!

Within this proposal, you will find:

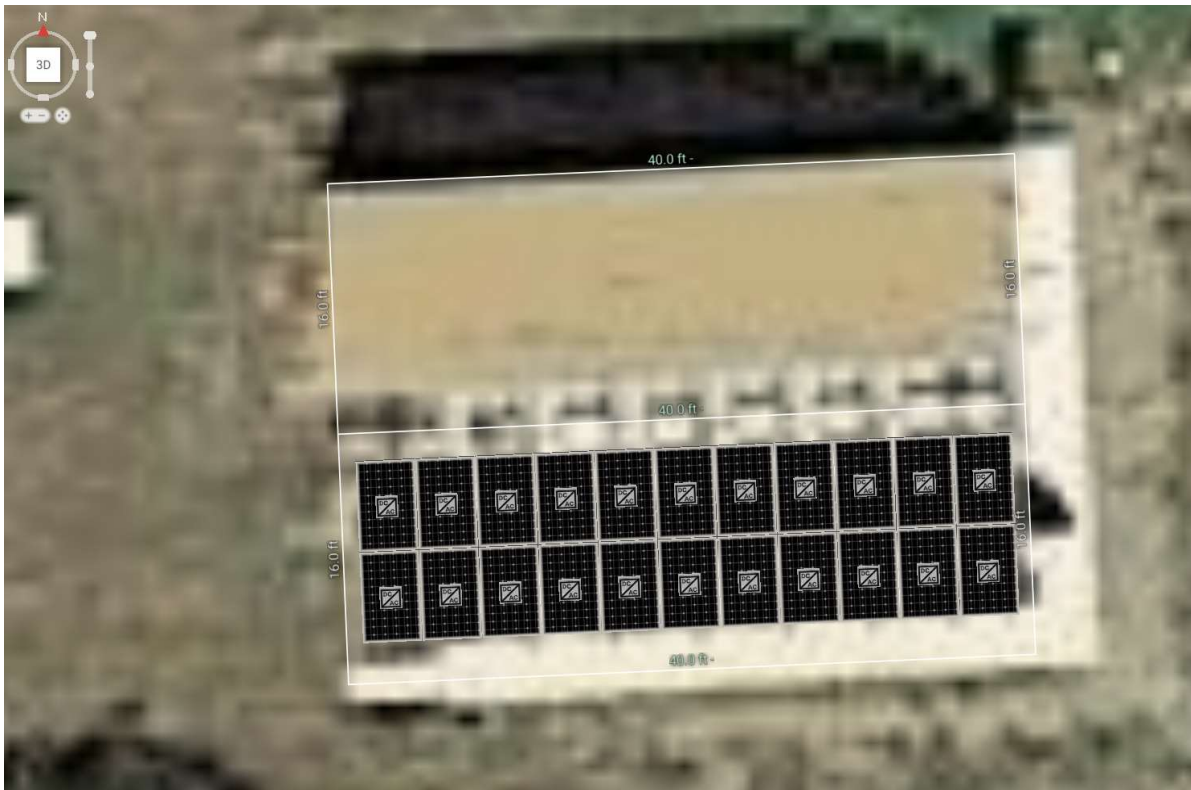
- **System Overview**
- **Energy Production & Finance Forecast**
- **Performance Estimate**
- **Itemized Cost Estimate**
- **Available Rebates, Incentives, and Environmental Benefits**
- **REAL Solar Value Proposition**
- **NABCEP Code of Ethics**

Sincerely,
Simon Eddy
Solar Technical Sales
Direct: (763) 744-8987 simon@real-solar.com



Powered by **NABCEP** certified technicians, RREAL's Design-build subsidiary, **REAL Solar**, has engineered, procured for, and constructed hundreds of systems for the residential, commercial, agricultural, municipal and utility sector throughout the Midwest since 2000. REAL Solar is a subsidiary of The Rural Renewable Energy Alliance (RREAL), a 501(c)3 nonprofit dedicated to making solar energy accessible to everyone.

System Overview



This shows the 8.14 kW DC PV system at your location.



System Overview

Location

The location selected for your solar PV array will support an array with a nameplate rating of 8.14 kW DC. The array's orientation to the sun, shading, snow, soiling, and other factors will have an impact on the system's actual production, described in part, below.

Site Shading

Crystalline solar PV modules need un-shaded direct beam radiation to function optimally. One of the most important siting factors to maximize energy production is a relatively shade-free location. The calculations in this report assumed the site to be about 84 % shade free.

Array 1	
Month	% Unshaded
Jan	22.10%
Feb	86.20%
Mar	90.70%
Apr	97.50%
May	95.90%
Jun	94.60%
Jul	95.40%
Aug	97.20%
Sep	92.10%
Oct	86.40%
Nov	37.30%
Dec	15.80%
Total Avg.	87.80%



Azimuth, and Tilt Angles

Orientation of the array to the sun is important to production. This array is pointed near the optimum at an azimuth of 178°. This array is near the optimum tilt angle at an angle of 26°. The azimuth and tilt angles will enable your array to produce at least 97% of the optimum energy.

Weather Snow and Slope

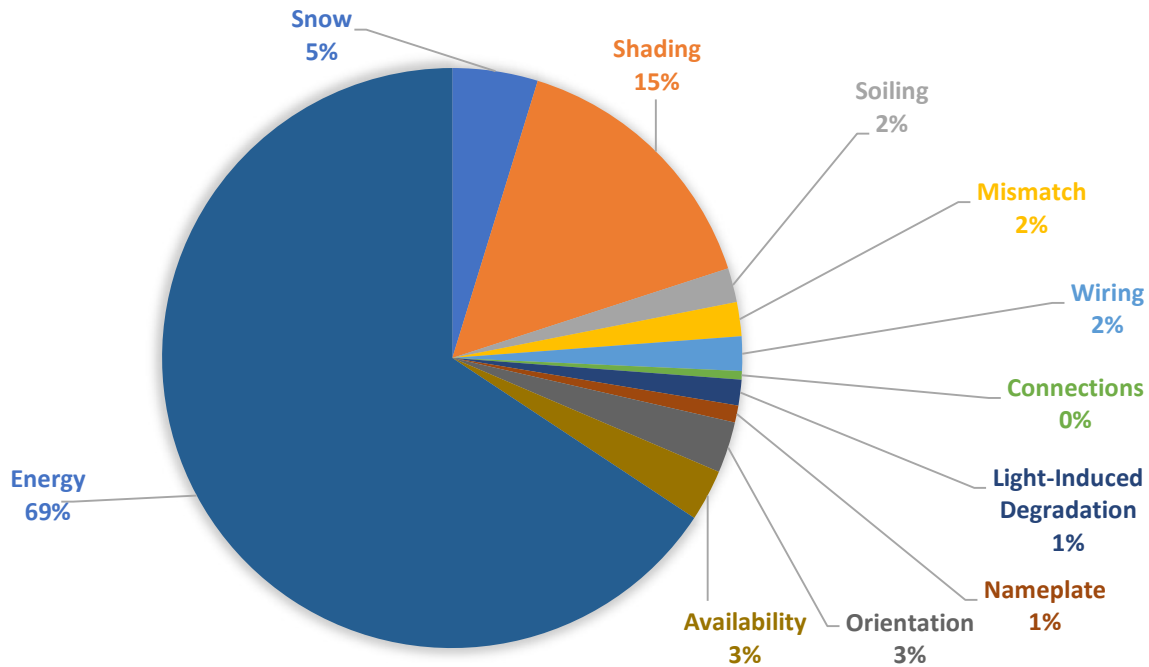
The impact of snow on energy production is highly variable. Snow types vary in moisture, texture, amount and frequency. The Department of Energy, National Renewable Energy Laboratory (NREL), estimates that snowfall can vary by as much as 30% monthly, and 10% annually, sometimes reducing total annual energy output by up to 20%.

Their studies recommend long-term average energy production differences due to snow up to 5%.

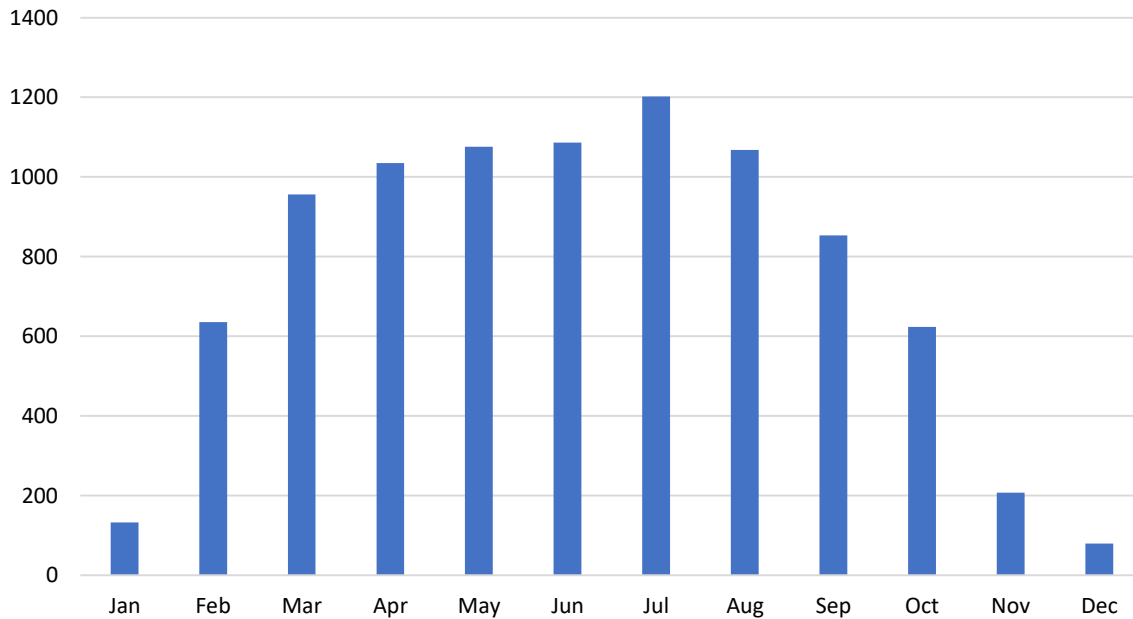
Design Assumptions			
For the proposed array we estimate 1100 average annual kWhs per kW of installed solar PV array.			
Solar PV kW DC:	8.1	Module Type:	Tier One
Azimuth:	178	Utility:	BPU
Tilt Angle:	26	Off-set rate:	\$0.094
		GPS Coordinates:	46.37, 94.22
		Energy Escalation:	2.50%
		Depreciation %:	0 Fed & 0 State

Energy Production & Finance Forecast

30 Yr. Energy & Losses



Estimated PV System Energy Production by Month (kWh)



Energy Production & Finance Forecast

Estimated Annual Energy Production and Value

Year	1	2	3	4	5
Energy (kWh)	8,908	8,863	8,818	8,773	8,729
Net Energy Value	\$862	\$879	\$896	\$914	\$932

Year	6	7	8	9	10
Energy (kWh)	8,684	8,639	8,594	8,550	8,505
Net Energy Value	\$951	\$969	\$989	\$1,008	\$1,028

Year	11	12	13	14	15
Energy (kWh)	8,460	8,415	8,371	8,326	8,281
Net Energy Value	\$1,048	\$1,068	\$1,089	\$1,111	\$1,132

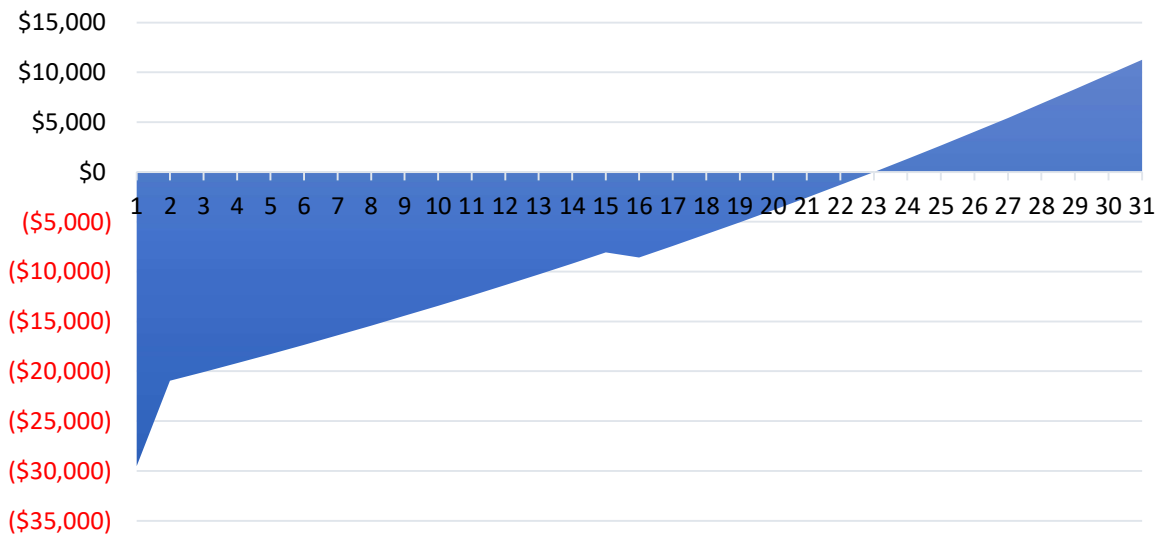
Year	16	17	18	19	20
Energy (kWh)	8,236	8,192	8,147	8,102	8,057
Net Energy Value	\$1,154	\$1,177	\$1,199	\$1,223	\$1,246

Year	21	22	23	24	25
Energy (kWh)	8,012	7,968	7,923	7,878	7,833
Net Energy Value	\$1,270	\$1,295	\$1,320	\$1,345	\$1,371

Year	26	27	28	29	30
Energy (kWh)	7,789	7,744	7,699	7,654	7,610
Net Energy Value	\$1,397	\$1,424	\$1,451	\$1,479	\$1,507

TOTAL YEARS	1 Year	10 years	20 years	25 years	30 years
Energy Produced (kWh)	8,908	87,063	169,650	209,265	247,760
Estimated Total Value	\$862	\$9,428	\$20,876	\$27,477	\$34,735

30 Year Cumulative Cash Flow



REAL Solar

Itemized Cost Estimate

Pro Forma Estimate

REAL Solar

3963 8th St. SW
Backus, MN 56435
Phone: 218.947.3779

DATE: 6/29/2022

FOR: Solar PV System

Bill To:

Brainerd Rotary
PO Box 132 Brainerd, MN 56401

Site Address:

46.341451, -94.214119

30 Day Pricing

Not a Final Cost Estimate

Subject to Material Costs/Availability & Site Visit

8.14 kW (DC) Solar PV System	Qty	Unit Price	AMOUNT
PV Modules (VSUN 370W)	22	\$ 327.31	\$ 7,200.89
Racking	1	\$ 2,014.68	\$ 2,014.68
Inverters (Enphase IQ8+)	22	\$ 265.91	\$ 5,850.06
Electrical Parts - Wire Run (assuming POI at pavilion, not meter)	1	\$ 263.36	\$ 263.36
Electrical Parts - BOS	1	\$ 2,071.99	\$ 2,071.99
Monitoring Equipment (cell router w 5 year plan)	1	\$ 1,494.26	\$ 1,494.26
Electrician Labor	1	\$ 3,354.45	\$ 3,354.45
Solar Installation Labor	1	\$ 4,012.50	\$ 4,012.50
Mobilization	1	\$ 1,236.92	\$ 1,236.92
Site Preparation or Tree Trimming (Not Included)	1	\$ -	\$ -
Permitting, Inspection, Interconnection	1	\$ 1,235.85	\$ 1,235.85
Shipping to REAL Solar	1	\$ -	\$ -
Structural Review	1	\$ 765.05	\$ 765.05
Structural Upgrades Required by Engineering (Not Included)	1	\$ -	\$ -
TOTAL Solar Electric System and Installation			\$ 29,500.00

Payment Terms	AMOUNT DUE
Milestone 1: Deposit Due at Signing	\$ 7,375.00
Milestone 2: Due at Construction Commencement	\$ 14,750.00
Milestone 3: Final - Due at Project Completion	\$ 7,375.00

Make all checks payable to REAL Solar
If you have any questions concerning this estimate, contact Simon Eddy, Solar Technical Sales @ (763) 744-8987, simon@real-solar.com
THANK YOU FOR THE BUSINESS OPPORTUNITY!

Estimated Rebates and Incentives	AMOUNT
22% (2023) Federal Renewable Energy Tax Credit (No Cap)**	\$ 7,670
TOTAL rebates and incentives	\$ 7,670
TOTAL cost after rebates and incentives	\$ 21,830

Estimated Value of Energy Savings over 30 years **	\$ 34,735
Estimated Warranty/Maintenance Costs** Assumed 15% of Inverter Cost in 15 Yrs	(\$1,628)
Estimated 30 Year Total Net Cash Flow Value**	\$ 11,277
Estimated 30 Year Energy Production at \$0.0944 247,760 kWhs	

**Tax credits are estimated. As the purchaser/owner of a solar photovoltaic system, you may qualify for federal, state, local, rebates, tax credits or other incentives (collectively, "Incentives"). If you have any questions as to whether and when you qualify for any Incentives and the amount of such Incentives, please consult your personal tax or financial advisor. REAL Solar makes no representation, warranty or guaranty as to the availability or amount of such incentives.

Scope of Work Clarifications:

Fixed prices for Scope of Work are based on assumptions and are subject to change per requirements that may result from engineering reports

Final Equipment may vary - subject to site-visit and material availability

Assumes 50 foot distance from PV Array to Point of Interconnection per site

Required Structural Remedial Work Not Included

Utility related costs Are Not Included for: Engineering Studies, Distribution or Infrastructure (i.e., Rewire of Offpeak, or New transformer)

Tree trimming or removal, & or Site Preparation Not Included

Monitoring requires an internet connection via WiFi, cellular communication not included

10 year standard workmanship warranty is included - as per construction contract

Minnesota Licensed General Contractor # BC693420

Minnesota Licensed Electrical Contractor # EA693891

North Dakota General Contractor's License # 55330

NABCEP PV-062420-031325

REAL Solar, SBC. · 3963 8th St. SW Backus, MN · (218) 947-3779

Rebates and Incentives

Federal Solar Energy Tax Credit

The credit is available to tax paying organizations and individuals. It's equal to 26% of expenditures for a solar installation, with no maximum credit. Eligible solar energy property includes equipment that uses solar energy to generate electricity, to heat or cool (or provide hot water for use in) a structure, or to provide solar process heat. See IRS form 5695 and Section 25d for more information on the residential Investment Tax Credit or IRS form 3468 and Section 48 for more information about the commercial Investment Tax Credit (ITC).

Net Metering

Systems under 40 kW: Reconciled monthly; customer may opt to receive payment or credit on next bill at the retail utility energy rate. For systems 40 kW AC -1 MW AC, NEG is credited at the avoided cost rate, or customers may elect to be compensated in the form of a kWh credit. Excess credit will be reimbursed at the end of the calendar year at the avoided cost rate.

Minnesota State Sales Tax Exemption

In Minnesota, solar energy systems purchased on or after August 1, 2005, are exempt from the state's sales tax. This exemption applies to solar electric (PV) systems, solar water heating systems and solar space heating systems. All components of these systems are exempt, including panels, wiring, pumps, and racks. Buyers must complete Minnesota Department of Revenue Form ST3 "Certificate of Exemption" to claim the exemption. Sellers are required to keep the form in their files for tax reference. This incentive has no expiration date.

Minnesota Real Estate Property Tax Exemption

Minn. Stat. § 272.02, Subd. 24, exempts solar-photovoltaic (PV) systems installed after January 1, 1992 from real property taxation.

"Average retail utility energy rates" are as follows:

Customer Class	2021 Average Retail Utility Energy Rate
Residential	\$ 0.0944
General Service Non-Demand (Commercial)	\$ 0.1118
General Service Demand (Commercial)	\$ 0.0740

Disclaimer:

Tax Situations Vary, Please Consult a Competent Tax Professional

Incentives, Rebates, Taxes, Costs and Energy Savings Are Estimated And Are Not Guaranteed

Neither the Rural Renewable Energy Alliance (RREAL) nor REAL Solar, SBC, make any warranty for accuracy or completeness of energy predictions or this information from U.S. Department of Energy National Renewable Energy Laboratories (NREL). The energy output prediction is a forecast estimate based on assumptions.

Environmental Benefits

In 30 years, your 8.14 kW solar array will offset about 247760 kWh's of grid energy & 175 metric tons of CO₂.

This is equivalent to:

Greenhouse gas emissions from

37.8
Passenger vehicles
driven for one year

434,657
Miles driven by an
average passenger
vehicle



OR



CO₂ emissions from

19,710
Gallons of gasoline
consumed

17,207
Gallons of diesel
consumed

192,915
Pounds of coal
burned

2.32
Tanker trucks'
worth of gasoline

20.2
Homes' energy use
for one year

22,342,685
Smartphones
charged



OR



OR



OR



OR



OR



29.7
Homes' electricity
use for one year

0.96
Railcars' worth of
coal burned

407
Barrels of oil
consumed

7,161
Propane cylinders
used for home
barbeques

0.00004
Coal-fired power
plants in one year



OR



OR



OR



OR



Greenhouse gas emissions avoided by

60
Tons of waste
recycled instead of
landfilled

8.5
Garbage trucks of
waste recycled
instead of landfilled

7,454
Trash bags of waste
recycled instead of
landfilled

0.04
Wind turbines
running for a year

6,660
Incandescent lamps
switched to LEDs



OR



OR



OR



OR



Carbon Sequestered by

2,919
Tree seedlings
grown for 10 years

227
Acres of U.S.
forests in one year

1.2
Acres of U.S. forests preserved from
conversion to cropland in one year



OR



OR



Energy-related activities were the primary sources of U.S. anthropogenic greenhouse gas emissions, accounting for 82.6 percent of total greenhouse gas emissions on a carbon dioxide (CO₂) equivalent basis in 2014. The primary greenhouse gas emitted by human activities in the United States was CO₂, representing approximately 80.9 percent of total greenhouse gas emissions. The process of generating electricity is the single largest source of CO₂ emissions in the United States, representing 37 percent of total CO₂ emissions from all CO₂ emissions sources across the United States (Source: EPA Inventory of U.S. Greenhouse Gas Emissions and Sinks: 1990-2014, April 15, 2016). The report is available at: <https://www3.epa.gov/climatechange/ghgemissions/usinventoryreport.html>

REAL Solar Value Proposition



REAL Solar SBC has been designing and building Solar arrays in the area for over two decades. We have learned that cutting corners to save a dime is not an effective way to do business and ends up being more expensive for the customer in the long run. As a company, we will not race to the bottom. Rather, we maintain our reputation as a quality and high-value installer by building systems that perform optimally with minimal down-time and very little required maintenance; no detail is too small to be considered. When contemplating an investment of this magnitude, it is important to think not only of the initial purchase price, but of the return that your investment will provide. REAL Solar offers a finished product that you will still be very happy with 25 years down the road! Here are examples of benefits that come with a REAL Solar installation which you may not find elsewhere:

Certifications, Awards, Experience

- 2016 - 2021 Top 500 U.S. Solar Contractor Award - Solar Power World
- 4,045,880 Watts of PV Installed since 2014
- MN Electrical Contractor License MN EA693891
- MN Building Contractor License MN BC693420
- North Dakota General Contractor's License #55330
- NABCEP Certified Solar PV Installer PV-062420-031325

Diligence, honesty, and integrity on the front of a project

- Mitigate the risk of Change Orders
- Custom, aesthetically pleasing designs allowing for goals of Client, AHJ, and Utility to be met

Diligence in project development after contracting

- Impeccable communication throughout the entire process
- Stamped Engineering Review on all projects (structural, electrical, geo-technical)
- In-house design review by Master Electrician, NABCEP Certified staff, & MN Building Contractor
- (Design staff is also on-site, building your project)

High end gear and BOS products

- Modules, racking, electrical gear, and junction boxes for a more robust system
- Locally sourced product (fast warranty replacements, supports manufacturers and distributors)

Our Team

- Live in the area (shop, play, network, community involvement)
- Earn a career level wage with a good benefit package & low turnover rate
- Stay on top of the industry with continual trainings & quarterly safety training sessions

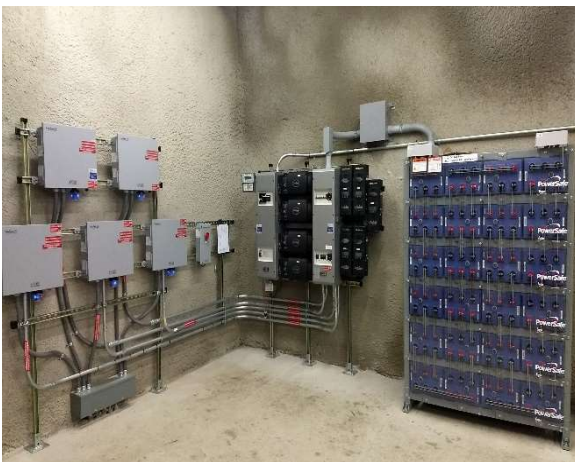
Highest Quality Installation

- Use MN Building & Electrical Codes as the bare minimum, rather than a guide
- Surge protection devices to protect sensitive electronics
- Expansion couplings on underground pipe to allow for earth movement
- EMT (Electrical Metal Tubing) as opposed to flexible conduit
- Terminal block connections as opposed to wire nuts
- Larger wire sizing to reduce Voltage Drop
- Industry leading tidy wiring for both AC and DC + production meter on all installations
- Extra attachments for more robust structure, using the roof as a system
- Stainless steel wire management clips as opposed to plastic zip-ties

After installation customer service

- Lifetime system operational support and consultations, we're always here to address questions!
- Inclusive Operations and Maintenance Manual offered with all systems
- Expedient service response time (service is the same team that designed & built your system)

Examples of Our Work



We are very happy to provide referrals or references upon request!

REAL Solar, SBC. · 3963 8th St. SW Backus, MN · (218) 947-3779

NABCEP Code of Ethics

As NABCEP-Certified Professionals in the field of renewable and sustainable energy we have an obligation to;

- Conduct business with all clients, consumers, and fellow professionals fairly and in a timely manner.
- Provide safe and quality services to clients and consumers.
- Respect and promote the rights of consumers by offering only services that we are qualified to perform.
- Adequately inform clients about nature of proposed services, including any concerns or risks.
- Maintain the confidentiality and privacy of all client and consumer information.
- Avoid conduct which may cause a conflict with client or others.
- Engage in moral and ethical business practices, including accurate and truthful representations concerning professional information and system performance expectations.
- Be truthful with regard to research sources, findings, and related professional activities.
- Maintain accurate and complete business and professional records.
- Respect the intellectual property and contributions of others.
- Further the professionalism of renewable energy industry services
- Behave in a courteous and professional manner when communicating with NABCEP representatives.



New Service Rotary Pavilion \$3010.00



February 15, 2022



Date: 7-12-22
Proposal #2022149
David Winkelman
Cell (218) 820-3736

David,

Thank you for contacting Jim's Electric Company, Inc. for your service needs. To ensure we will perform the work you need, please take a minute to review the requested work, budget, and billing terms.

Please approve by SIGNING BELOW AND RETURN giving authorization for this work and indicating you agree to these terms.

Electrical (wiring method to be surface EMT conduit)

- Lighting
 - Furnish and install (6) LED wall packs
- Lighting Control
 - Furnish and install (1) photo-cell and (1) switch for manual shut-off
- Power
 - Furnish and install (4) weather-proof receptacles on (1) circuit
 - Furnish and install (1) 100a outdoor load center
 - 1. Includes concrete cutting and patching for recessing the service conduit
 - Provide up to 75' of un-obstructed trenching for (1) 100a direct bury service cable
 - 1. 75' is a minimum charge to mobilize trenching machine and trenching crew
 - 2. Assumes service wire will be landed in a meter furnished and installed by Brainerd Public Utilities

We have excluded the following items with this proposal:

Labor and other costs associated with repair of manufactures products
Stacking of trades or condensed schedules
Delays due to inclement weather/Frost Charges
Utility charges

Painting of any type

Mechanical control wiring

Baxter: 218.828.0250 • **Crosslake:** 218.692.2033 • **Little Falls:** 320.632.2327 • **Fax:** 218.828.4531

www.jimselectric.com • 8296 Industrial Park Rd. • Baxter, MN 56425



Base Bid Breakdown:

	Fixtures:	\$750.00
	Electrical:	\$5,040.00
	Permit:	\$125.00
	Trenching:	\$1,025.00
Base Bid Total:		\$6,940.00

****Jim's Electrical will provide a \$1,000.00 donation upon completion of this work****

Please consider the following allowance:

1. Conduit Painting

- a. Pre-paint EMT, straps and j-boxes black (aerosol spray type)
- b. Touch up painting after installation not included

Budget: \$275.00

Approved by: _____ (signature)

Thank you for your business!

Sincerely,

Jake Francis
Estimator
218-821-1877
jakef@jimselectric.com

Jesse Grant
President
218-820-9775
jesseg@jimselectric.com

Jessie Dehn

From: Trent Hawkinson <THawkinson@bpu.org>
Sent: Tuesday, June 11, 2024 7:57 PM
To: Patrick Wussow BPU; Nick Broyles; Jessie Dehn
Subject: Fwd: Rotary Site Plan and Wishlist
Attachments: Rotary Solar Plan.pdf; Jim's ROTARY PAVILLION - PROPOSAL.pdf; ROTARY PAVILLION - CONCEPT.pdf

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

Quick update:

We just received this from Mr. Winkelman tonight.

I spoke with Mr. Winkleman last Friday about adding a 40kW ground system as an alternate proposal to the pavilion's rooftop. He will have his installing contractor give us the same proposal as he did for the rooftop system. We have done some quick calculations on payback numbers and found their calculations to be accurate to their proposed scenario.

We have two options for this calculation: our residential rate, currently the rate class of all city parks, or the Wholesale rate. This number would give us our true benefit to cost analysis. We will pull together the numbers for the top project with this train of thought. We will also do the same when we get the 40 KW proposal.

We also discussed a couple of other options. There are some benefits to the BPU, such as installing a conduit for fiber to the sanitary river crossing for security and potentially a 20 amp electrical circuit for a sump pump installed at the river crossing pit. There has been a history of vandalism to this structure.

I think this might be an opportunity for a couple of different projects. The first project being the solar array. The second project could be a security upgrade for the City park and BPU facilities(proposed solar project), and a Third project for the birdwatching platform. These project might be an opportunity for grant funding from the Rotarians to extend these services. This would be a benefit to the insulation cost to be to extend electric and fiber services to the sanitary river crossing.

Please let me know your thoughts.

Thanks
Trent

Get [Outlook for iOS](#)

From: David Winkelman <winkelmansolar@gmail.com>
Sent: Tuesday, June 11, 2024 6:36 PM
To: Trent Hawkinson <THawkinson@bpu.org>

Cc: Peter Nelson <pnelson.consultant@gmail.com>; John Forrest <john.forrest10@icloud.com>; Simon Eddy <seddy@wolftrackenergy.com>; Mitchell Lachelt <MLachelt@bpu.org>

Subject: Rotary Site Plan and Wishlist

Hi Trent and Mitch.

Here attached is a rough draft site plan for the Rotary Park Solar array and below is the related wish list for the park as you requested:

1. The Site Plan picture shows in red the footprint of what you recommended for the size of the solar array, 40 kW ac. The site also shows the approximate spot for the meter pedestal. The red footprint is approximately 40' x 100', which is enough for the 40 kW, but not a fence. I guess you may want a fence around the solar? It is possible to reconfigure the site a bit. let's say like 50' x 80' or so to fit the terrain or fence better. Rotary is planning to take down some of the diseased ash trees there, along with some other trees, to open the site better. So, let me know your thoughts on this site plan.
2. Also attached is the bid from Jim's Electric from 2 years ago and a picture concept. I will check with them to see if this is still valid and get new bid.
3. Rotary would like to see security cameras at the Pavilion, at the main Rotary entrance, the parking lot and the observation deck. Most of these could be battery powered with a small solar panel. The pavilion lights are on a sensor/timer and a switch that shuts off after dark automatically or manually.
4. There will be a fire ring somewhere near the pavilion, the exact spot to be determined when you trench the wires.
5. Rotary will build simple hard plastic encased kiosk educational sheets on the pavilion posts that show how the solar works, the environmental benefits and then a QR code for anyone to scan on their phone to see the monitoring and production of the system. We will credit BPU on the kiosks for their role in the installation. Depending on inverter choice, we may need an internet connection there too for monitoring.
6. Rotary plans to help BPU prepare the soil under the array for a pollinator plant garden that Rotary will maintain.

That's all for the wish list you requested. Let us know your thoughts. Please copy us all when you reply, thanks.

Best regards,

David Winkelman
Winkelman Solar Developers
(218) 764-2321 Office
(218) 820-3736 Cell
DW@winkelmansolar.com
www.winkelmansolar.com



Virus-free. www.avg.com



Park Board Agenda Request

MEETING DATE: June 25, 2024

TITLE OF ITEM: Discuss Memorial Disc Golf Project

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: Staff is updating the Park Board on progress and budget regarding the Memorial Park Disc Golf Course. Attached is an invoice for the baskets and signs that were ordered this last spring.

In coordination with the disc golf association, staff worked with their group to identify the locations for the tee pads and basket locations in Memorial, according to the map provided to the Park Board previously. Staff then requested quotes from 3 concrete flatwork vendors for pouring the concrete. Due to cost and budget concerns, staff offered to do the prep work for the tee pads and baskets. Staff received responses from 2 vendors, Lind Masonry and Anderson Brothers, proposals attached.

As mentioned in previous reports, the disc golf association has identified early July as a grand opening event date for the course. With the timeline and budget in mind, staff reviewed the two quotes. Due to the scope of how much concrete work was involved, this would be a considerable burden on staff to attempt to do in-house, so further cost savings is difficult to find outside of not pouring concrete pads.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: The low quote was from Lind Masonry in the amount of \$8,525. Including the invoice from Innova for the baskets/signs for \$5,611.49, this amounts to \$14,136.49. The original budget amount was \$10,000 for this work. Staff worked with Finance and was able to find some cost savings in other capital items to cover the overage. To be able to make the timeline for the grand opening event, staff approved the quote from Lind Masonry to move forward with the concrete work. Staff has informed the disc golf association that with the budget overrun, the City will not be contributing further funding towards the project, only remaining staff time to clean up and re-seed the areas around the tee boxes and baskets for restoration and install the signs.

RECOMMENDED ACTION/MOTION: Staff recommends approval of the Memorial Disc Golf Course budget of up to \$14,136.49.

FINANCIAL IMPACT: \$4,136.49



INNOVA Disc Golf

2850 Commerce Drive
Rock Hill SC 29730
(800)476-3968
AR@innovadiscgolf.com

Invoice

Date	Invoice #
04/26/2024	747686

Bill To
City of Brainerd MN 501 Laurel Street Brainerd MN 56401 United States

Ship To
City of Brainerd MN 501 Laurel Street Brainerd MN 56401 United States

Ship Date	PO #	Ship Via	Terms	Due Date
04/24/2024	Email	Common Carrier	Net 30	05/26/2024

Quantity	Item	Unit Price	Amount
10	DISCatcher Pro 28 Permanent Target Blue	\$375.00	\$3,750.00
9	DISCatcher Installation Tube	\$25.00	\$225.00
18	Course Tee Sign	\$65.00	\$1,170.00
2	Course Attention Sign (12"X9")	\$15.00	\$30.00
	Course/Target Discount: Attention Signs @ No Cost	(\$30.00)	(\$30.00)
10	Next Tee Basket Marker	\$3.00	\$30.00
	Course/Target Discount: Basket Markers @ No Cost	(\$30.00)	(\$30.00)
	Corrected Invoice: Shipping Added.		

Subtotal	\$5,145.00
Shipping Cost	\$466.49
Tax	\$0.00
Invoice Total	\$5,611.49
Amount Paid	\$0.00
Amount Due	\$5,611.49

[Click Here to Pay Now](#)

Thank you for choosing Innova Disc Golf. We appreciate your business.



Lind Masonry And Construction
2523 River Glen Lane SW
Pillager Mn 56473
Ph#218-232-8743

QUOTE

Lic#BC774073

City of Brainerd Parks and Recreation
Brainerd Mn

Quote # 320761999242327

Quote Date 06/03/2024

Item	Description	Unit Price	Quantity	Amount
	18 4x12 pads 4" thick with rebar grid. Broom finish relief cuts and sealed.	7100.00	1.00	7,100.00
	19 tee baskets poured below grade with sleeve post set for baskets.	1425.00	1.00	1,425.00
NOTES: Thanks. All dirt work will be done by City Of Brainerd. T boxes to be formed to set with terrain of course.				
Subtotal				8,525.00
Total				8,525.00
Amount Paid				0.00
Quote				\$8,525.00



Anderson Brothers Construction Company
11325 State Highway 210
Brainerd, MN 56401
218-829-1768
218-829-7607 Fax

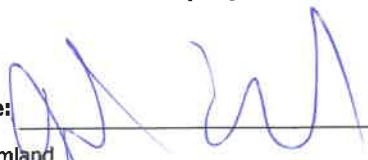
To: City Of Brainerd	Contact: Jessie Dehn
Address: 501 LAUREL STREET Brainerd, MN 56401	Phone: 218-828-2309
	Fax: 218-828-2316
Project Name: Memorial Park Disc Golf	Bid Number:
Project Location:	Bid Date:

Item Description
Mobilization
4" Tee Pad 4x12 (18)
Basket Concrete

Total Bid Price: \$16,916.51

- Notes:**
- We are pleased to quote the following on the above-referenced project.
 - See Pre-Lien Notice
 - All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.
 - This proposal may be withdrawn by us if not accepted within 30 days.
 - Half the total quote is due prior to construction.
 - Anderson Brothers Construction is an Equal Opportunity Employer.
 - Anderson Brothers is a non-union contractor and will not sign a project labor agreement.
 - All areas are to be dug out and ready for concrete.

PRE-LIEN NOTICE: OWNER UNDERSTANDS THAT CONTRACTOR IS REQUIRED BY LAW TO PROVIDE OWNER WITH THIS NOTICE. (a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THE IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTION. (b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIALS FOR THE IMPROVEMENT WHO GAVE YOU TIMELY NOTICE.

ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted. Buyer: _____ Signature: _____ Date of Acceptance: _____	CONFIRMED: Anderson Brothers Construction Company Of Brainerd, LLC Authorized Signature:  Estimator: Josh Umland 218-820-9924 jumland@andersonbrothers.com
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Park Board Agenda Request

MEETING DATE: June 25, 2024

TITLE OF ITEM: Approve 2025 Parks Capital Budget Request

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: Attached is the approved 30-Year Parks Capital Plan. This includes 3 proposed projects in 2025:

- Buffalo Hills Park - Gravel Parking Lot - \$40,000
- Gregory Park - Pergola - \$4,000
- Kiwanis Park - Garden w/ Pavers - \$2,000

With those 3 projects and the planned 2% long-term maintenance funding, the current plan shows a request for 2025 capital funding of \$565,354. Staff is requesting direction from the Park Board on the 2025 proposed capital plan and budget request to begin initial discussions with the City Council.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS: One item that staff would like to note is the Buffalo Hills Park playground replacement will be completed in 2025, as directed, but will not be reflected in the 2025 capital plan as dollars were budgeted in 2024 and will be carried over to 2025.

Staff would like direction from the Park Board on two items.

1. Gregory Park Pergola: Discussion has been by the Park Board had on whether this should be removed rather than replaced. Direction requested on including in the capital plan and request for funding.
2. Lum Park Pavilion #1 Improvements: These improvements were discussed in a previous item. Depending on that discussion, these improvements could be included in the 2025 capital plan and budget request. Should all the work for Pavilion #1 with the exception of the replacement of the shingles, staff would recommend a budget of \$70,000. An option could be to reduce the 2% long-term maintenance amount to accommodate this addition.

RECOMMENDED ACTION/MOTION: Staff is requesting direction from the Park Board on the 2025 proposed capital plan and budget request.

FINANCIAL IMPACT: N/A

Year	2% per Year	Catch Up	Immediate	Total	Count of Projects
2025	\$ 320,068	\$ 205,286	\$ 40,000	\$ 565,354	3
2026	\$ 328,070	\$ 205,286	\$ -	\$ 533,355	0
2027	\$ 336,271	\$ 205,286	\$ -	\$ 541,557	2
2028	\$ 344,678	\$ 178,286	\$ -	\$ 522,964	5
2029	\$ 353,295	\$ 98,286	\$ -	\$ 451,581	9
2030	\$ 362,128	\$ 97,286	\$ -	\$ 459,413	11
2031	\$ 371,181	\$ 97,286	\$ -	\$ 468,466	8
2032	\$ 380,460	\$ 40,143	\$ -	\$ 420,603	6
2033	\$ 389,972	\$ 15,143	\$ -	\$ 405,115	6
2034	\$ 399,721	\$ 15,143	\$ -	\$ 414,864	8
2035	\$ 409,714	\$ 7,143	\$ -	\$ 416,857	3
2036	\$ 419,957	\$ 7,143	\$ -	\$ 427,100	0
2037	\$ 430,456	\$ 7,143	\$ -	\$ 437,599	0
2038	\$ 441,217	\$ 7,143	\$ -	\$ 448,360	8
2039	\$ 452,248	\$ -	\$ -	\$ 452,248	0
2040	\$ 463,554	\$ -	\$ -	\$ 463,554	8
2041	\$ 475,143	\$ -	\$ -	\$ 475,143	4
2042	\$ 487,021	\$ -	\$ -	\$ 487,021	13
2043	\$ 499,197	\$ -	\$ -	\$ 499,197	10
2044	\$ 511,677	\$ -	\$ -	\$ 511,677	6
2045	\$ 524,469	\$ -	\$ -	\$ 524,469	1
2046	\$ 537,580	\$ -	\$ -	\$ 537,580	0
2047	\$ 551,020	\$ -	\$ -	\$ 551,020	0
2048	\$ 564,795	\$ -	\$ -	\$ 564,795	3
2049	\$ 578,915	\$ -	\$ -	\$ 578,915	0
2050	\$ 593,388	\$ -	\$ -	\$ 593,388	11
2051	\$ 608,223	\$ -	\$ -	\$ 608,223	0
2052	\$ 623,428	\$ -	\$ -	\$ 623,428	0
2053	\$ 639,014	\$ -	\$ -	\$ 639,014	21

Park Location	Item	Replacement Year	Value (2023 Dollars)
Buffalo Hills	gravel grading on parking lot, driveway	2025	\$ 40,000.00
Gregory	Pergola	2025	\$ 4,000.00
Kiwanis	Garden w/ Pavers	2025	\$ 2,000.00
Lum	Stone arch roof assembly	2027	\$ 6,000.00
Memorial	West Parking Lot - shrink and convert to gravel	2027	\$ 75,000.00
Gregory	SE playground	2028	\$ 100,000.00
Gustafson	4 wire fence backstops	2028	\$ 40,000.00
Kiwanis	Boom Lake Paved Trail	2028	\$ 120,000.00
Lum	Sidewalks (bituminous)	2028	\$ 50,000.00
Memorial	Main Playground	2028	\$ 100,000.00
Bane	1 batting cage	2029	\$ 5,000.00
Gregory	Tennis court rain garden	2029	\$ 5,000.00
Jaycees	South side - 2 old scoreboards	2029	\$ 30,000.00
Jaycees	South side - 1 wooden garage, Approx. 20' x 20' - painted siding- old shingles	2029	\$ 50,000.00
Lyman P. White	Bike Repair Tools	2029	\$ 3,200.00
Memorial	Mill field Scoring tower	2029	\$ 100,000.00
Memorial	Mill field Concession Stand	2029	\$ 600,000.00
Triangle	Dog waste bag holder	2029	\$ 500.00
Lum	Campground water spigot (freestanding)	2029	\$ 500.00
Lum	Beach and Retaining wall	2030	\$ 20,000.00
Lum	Main umbrella bulding (by beach)	2030	\$ 200,000.00
Memorial	East Parking Lot	2030	\$ 130,000.00
Memorial	Mill field Sun deck	2030	\$ 200,000.00
Memorial	Mill field Netting	2030	\$ 75,000.00
Memorial	Mill field storage building	2030	\$ 100,000.00
Memorial	Field #3 dug outs	2030	\$ 10,000.00
Memorial	Field #2 dug outs	2030	\$ 10,000.00
Memorial	Field #1 dug outs	2030	\$ 10,000.00
Memorial	Rink nets/hoops	2030	\$ 3,000.00
Memorial	Water basin pumps	2030	\$ 10,000.00
Buster	Dog Waste Bag Dispenser x2	2031	\$ 500.00
Lum	Playground	2031	\$ 116,000.00
Memorial	Field #2 Lights	2031	\$ 200,000.00
Memorial	Field #1 Lights	2031	\$ 200,000.00
Buster	Chainlink Fence	2031	\$ 50,000.00
Kiwanis	Playground Equipment	2031	\$ 100,000.00
Kiwanis	Swing Set	2031	\$ 10,000.00
Kiwanis	Light Post x2	2031	\$ 12,000.00
Bane	remove 2 asphalt parking lots & asphalt road through park + replace with berms	2032	\$ 100,000.00
Bane	Miracle Field w/special painted surface	2032	\$ 100,000.00
Bane	Asphalt walkway 3 different directions through park	2032	\$ 45,000.00
Buffalo Hills	way finding signs	2032	\$ 500.00
Gregory	Basketball court	2032	\$ 12,000.00
Gregory	Basketball hoops x3	2032	\$ 6,000.00
Buster	Wood Fencing	2033	\$ 500.00
Lum	Disc golf Holes	2033	\$ 8,000.00
Lum	Landing/dock	2033	\$ 7,000.00
Lum	Disc golf tee boxes	2033	\$ 2,000.00
Memorial	Mills field Score Board	2033	\$ 50,000.00
Rotary	Bench/Signage Structure	2033	\$ 10,000.00
Jaycees	South side - 6 poles - (5 lights & 1 camera)	2034	\$ 35,000.00
Jaycees	South side - 1 batting cage	2034	\$ 5,000.00
Jaycees	South side - 1 L screen	2034	\$ 1,000.00
Kiwanis	Memorial Stone Pillar x2	2034	\$ 10,000.00
Gregory	SW playground	2034	\$ 80,000.00
Gregory	Little free library	2034	\$ 500.00
Kiwanis	Brainerd Brewing Rest Area	2034	\$ 2,500.00
Kiwanis	Brainerd Brewing Pillar	2034	\$ 5,000.00
Bane	1 Miracle field sign w/ 2 steel poles - Bonnie Cumberland memorial sign	2035	\$ 1,500.00
Gregory	Pleasure rink string lights	2035	\$ 1,000.00
Memorial	Mill field Lights	2035	\$ 300,000.00
Bane	Playground with swings/slides, etc.	2038	\$ 100,000.00
Bane	3 large rubber mats outside main building	2038	\$ 3,000.00
Buster	Light Post x2	2038	\$ 5,000.00
Gregory	3 court tennis court fence	2038	\$ 50,000.00
Gregory	3 court tennis court lights x 4 poles	2038	\$ 200,000.00
Jaycees	North side - 1 pole with light	2038	\$ 4,500.00
Lyman P. White	Wood Playground	2038	\$ 40,000.00
Rotary	Community Garden	2038	\$ 50,000.00
Jaycees	South side - large gravel parking lot with many large boulders along north perimeter	2040	\$ 5,000.00
Memorial	Mills Field Block Storage Building	2040	\$ 50,000.00
Gregory	Fountain	2040	\$ 255,000.00
Lum	Smaller Umbrella Building (mid park)	2040	\$ 30,000.00
Lum	Shower building	2040	\$ 500,000.00
Lum	Flower planter with stone surround	2040	\$ 1,000.00
Memorial	Field #3 Lights	2040	\$ 200,000.00
Memorial	Mill field Bleachers and Ramp systems	2040	\$ 200,000.00
Jaycees	South side - Varied height chain link fence perimeters - 8 gates - plastic yellow protector	2041	\$ 100,000.00
Jaycees	South side - 4 chain link dugouts, concrete floors, wood/metal roofs, secured benches	2041	\$ 20,000.00
Jaycees	South side - four 3 seat alum. bleachers - approx. 20' long	2041	\$ 20,000.00
Kiwanis	Dock	2041	\$ 5,000.00
Triangle	Playground Equipment	2042	\$ 80,000.00
Bane	Full size hockey rink w/permanent board perimeters & chain link extension on both ends	2042	\$ 150,000.00
Bane	solid metal gate & fence between rink & ball field	2042	\$ 1,000.00
Bane	Four 3 seat alum. bleachers - approx. 20' long	2042	\$ 20,000.00
Bane	One 4 seat aluminum bleacher - approx. 10-12' length	2042	\$ 5,500.00
Bane	1 Arched Miracle field sign over west entrance walkway	2042	\$ 50,000.00
Bane	2 scoreboards - 1 new & 1 very old	2042	\$ 30,000.00
Bane	2 new L screens & 1 old L screen	2042	\$ 3,000.00
Bane	Sprinkler system - both ball fields	2042	\$ 40,000.00
Memorial	Field #3 Score Board	2042	\$ 10,000.00
Memorial	Field #2 Score Board	2042	\$ 10,000.00
Memorial	Field #1 Score Board	2042	\$ 10,000.00

Memorial	Lion Fountain	2042	\$ 5,000.00
Buster	Drinking Water Station	2043	\$ 5,000.00
Gregory	Flagpole light	2043	\$ 500.00
Gregory	3 court tennis court	2043	\$ 150,000.00
Gregory	Tennis court nets x 5	2043	\$ 25,000.00
Gregory	2 court tennis court	2043	\$ 100,000.00
Gregory	Bike rack	2043	\$ 750.00
Kiwanis	Buffalo Hills Trail Sign	2043	\$ 500.00
Kiwanis	Boom Lake Information Signage x2	2043	\$ 1,000.00
Lum	Umbrella building # 2	2043	\$ 150,000.00
Lum	Small umbrella building (NE corner of park)	2043	\$ 20,000.00
Kiwanis	Mississippi River Route Signage Structure	2044	\$ 500.00
Lum	Parking lots and road surfaces	2044	\$ 80,000.00
Lyman P. White	Water Bottle Filler	2044	\$ 3,000.00
Memorial	Field # 3 Fencing /Backstop	2044	\$ 30,000.00
Memorial	Field # 2 Fencing /Backstop	2044	\$ 30,000.00
Memorial	Field # 1 Fencing /Backstop	2044	\$ 30,000.00
Meadows	Playground equipment	2045	\$ 80,000.00
Jaycees	South side - 2 new playground areas - wood chip base & timber borders	2048	\$ 80,000.00
Lyman P. White	Irrigation	2048	\$ 40,000.00
Rotary	River Deck w/ Benches	2048	\$ 60,000.00
Lum	Camps sites (18.ct.)	2050	\$ 18,000.00
Lum	Dump Station	2050	\$ 20,000.00
Lum	sidewalks (concrete)	2050	\$ 150,000.00
Memorial	Mill field Dug outs (2)	2050	\$ 170,000.00
Memorial	Field #3 bleachers (2)	2050	\$ 10,000.00
Memorial	Field #3 Surface	2050	\$ 10,000.00
Memorial	Field #2 bleachers (2)	2050	\$ 10,000.00
Memorial	Field #2 Surface	2050	\$ 10,000.00
Memorial	Field #1 bleachers (2)	2050	\$ 10,000.00
Memorial	Field #1 Surface	2050	\$ 10,000.00
Memorial	Sidewalks and pathways	2050	\$ 200,000.00
Bane	Varied height chain link fence perimeters - 6 gates - plastic yellow protectors	2053	\$ 100,000.00
Bane	4 chain link dugouts, concrete floors, wood/metal roofs, secured benches	2053	\$ 10,000.00
Bane	Miracle Field chain link fence perimeter with backstop	2053	\$ 40,000.00
Bane	2 Miracle Field large chain link dugouts, concrete floors, wood/metal roofs, non-secured benches	2053	\$ 20,000.00
Bane	1 brick memorial marker at miracle field	2053	\$ 5,000.00
Buffalo Hills	2 ball fields with fencing	2053	\$ 120,000.00
Buffalo Hills	2 sets of dugouts	2053	\$ 10,000.00
Buffalo Hills	4 sets of metal bleachers	2053	\$ 22,000.00
Buffalo Hills	scoreboard	2053	\$ 15,000.00
Buffalo Hills	green building/shed	2053	\$ 100,000.00
Buffalo Hills	concession building/pavilion/bathrooms	2053	\$ 350,000.00
Jaycees	South side - 2 baseball fields w/grass infields/clay mounds (Bronco/Pony sizes)	2053	\$ 20,000.00
Jaycees	South side - 2 story block building (concessions- announcers booths - storage & BR's	2053	\$ 400,000.00
Lyman P. White	Restroom Building	2053	\$ 300,000.00
Lyman P. White	Open Side Bench x7	2053	\$ 7,700.00
Lyman P. White	Closed Side Bench x12	2053	\$ 12,000.00
Lyman P. White	Bike Rack	2053	\$ 750.00
Meadows	Basketball court	2053	\$ 12,000.00
Meadows	Basketball hoops x 2	2053	\$ 6,000.00
Memorial	Splash pad and surface	2053	\$ 500,000.00
Rotary	Pavilion	2053	\$ 250,000.00
Gregory	Boulder historical marker	2058	\$ 1,000.00
Memorial	Mill field surface	2060	\$ 10,000.00
Bane	4 yellow painted steel foul poles	2063	\$ 1,000.00
Bane	Block building - concessions, warming house, BR's, announcers booth	2063	\$ 600,000.00
Evergreen	Gate	2063	\$ 5,000.00
Jaycees	South side - 4 yellow painted steel foul poles	2063	\$ 2,000.00
Kiwanis	Pavilion	2063	\$ 150,000.00
Kiwanis	Restroom Building	2063	\$ 400,000.00
Lum	Building # 2 (storage)	2063	\$ 200,000.00
Lyman P. White	Light Posts x13	2063	\$ 60,000.00
Lyman P. White	Amphitheater Covered Structure	2063	\$ 200,000.00
Lyman P. White	Pavilion	2063	\$ 115,000.00
Rotary	Trail Gate	2068	\$ 5,000.00
Lum	Stone Circle	2070	\$ 50,000.00
Memorial	Concession Building	2070	\$ 500,000.00
Memorial	Ball field Bathroom building	2070	\$ 400,000.00
Bane	2 baseball fields w/grass infields/clay mounds (Bronco/Pony sizes)	2073	\$ 20,000.00
Bane	Metal flag pole w/concrete base	2073	\$ 3,000.00
Buffalo Hills	flag with solar light	2073	\$ 3,500.00
Gregory	Flagpole	2073	\$ 3,000.00
Gregory	Basketball court	2073	\$ 70,000.00
Gregory	Warming house + kitchenette	2073	\$ 400,000.00
Gregory	Tennis practice wall	2073	\$ 10,000.00
Gregory	2 court tennis court fence	2073	\$ 35,000.00
Lyman P. White	River Step Structure and canoe/kayak launch	2073	\$ 150,000.00
Lyman P. White	River Observation Deck	2073	\$ 325,000.00
Lyman P. White	Amphitheater Seating (seating, lights, railing)	2073	\$ 100,000.00
Lyman P. White	Top of Hill Seating Area	2073	\$ 100,000.00
Lyman P. White	Paved Paths	2073	\$ 125,000.00
Memorial	Warming House and Pavilion	2073	\$ 400,000.00
Memorial	Small rink + lighting	2073	\$ 200,000.00
Memorial	Large rink + lighting	2073	\$ 400,000.00
Rotary	Entrance Structure	2073	\$ 450,000.00
Kiwanis	Duck Feature	2083	\$ 10,000.00
Memorial	Vet Memorial and Flag	2083	\$ 10,000.00
Gregory	South stone entrance	2123	\$ 200,000.00
Gregory	South stone sign and planter	2123	\$ 100,000.00
Gregory	North stone arch	2123	\$ 200,000.00
Kiwanis	Under Bridge Path	2123	\$ 25,000.00
Lum	Stone Arch Columns	3023	\$ 100,000.00

Park Location	Item	Replacement Year	Value (2023 Dollars)	Comments	Catch Up Amount	2% per Year	Catch Up Funding	Immediate Funding	Staff Perform	Partner Perform	Available Today
Bane	1 wooden garage. Approx. 10-12' x 20' - painted siding - old shingles	2024	\$ 25,000.00	Current 2024 Capital Request	#DIV/0!	\$ 500.00					\$ 545.20
Buffalo Hills	park sign	2024	\$ 6,500.00		#DIV/0!	\$ 130.00					\$ 141.75
Buster	Gazebo	2024	\$ 35,000.00		#DIV/0!	\$ 700.00					\$ 763.28
Gregory	Warming house gutters	2024	\$ 5,000.00	Current 2024 Capital Request	#DIV/0!	\$ 100.00					\$ 109.04
Jaycees	North side - Large wood pavilion on concrete slab - bad shingles demo	2024	\$ 3,000.00		#DIV/0!	\$ 60.00					\$ 65.42
Jaycees	North side - Old metal swings, monkey bars & twist slide - pebble rock w/no borders	2024	\$ 1,000.00		#DIV/0!	\$ 20.00					\$ 21.81
Lum	Building #1 (old Offices) demolition	2024	\$ 10,000.00	Current 2024 Capital Request	#DIV/0!	\$ 200.00					\$ 218.08
Lum	Beach House demolition	2024	\$ 15,000.00	Current ARPA Project Scope	#DIV/0!	\$ 300.00					\$ 327.12
Meadows	Sign	2024	\$ 6,500.00		#DIV/0!	\$ 130.00					\$ 141.75
Buffalo Hills	playground equipment	2024	\$ 80,000.00	In 2024 capital budget	#DIV/0!	\$ 1,600.00					\$ 1,744.63
Memorial	Mill field Main Fence Surround	2024	\$ 50,000.00		#DIV/0!	\$ 1,000.00					\$ 1,090.39
Buffalo Hills	gravel grading on parking lot, driveway	2025	\$ 40,000.00		\$ 40,000.00	\$ 800.00		Y	Staff		\$ 872.31
Gregory	Pergola	2025	\$ 4,000.00	demo or rehab	\$ 4,000.00	\$ 80.00				Partner	\$ 87.23
Kiwanis	Garden w/ Pavers	2025	\$ 2,000.00		\$ 2,000.00	\$ 40.00			Staff	Partner	\$ 43.62
Lum	Stone arch roof assembly	2027	\$ 6,000.00	Catch up to have funds by ped brid	\$ 2,000.00	\$ 120.00	Y				\$ 130.85
Memorial	West Parking Lot - shrink and convert to gravel	2027	\$ 75,000.00	Catch up to have funds by skate pa	\$ 25,000.00	\$ 1,500.00	Y				\$ 1,635.59
Gregory	SE playground	2028	\$ 100,000.00		\$ 25,000.00	\$ 2,000.00	Y				\$ 2,180.79
Gustafson	4 wire fence backstops	2028	\$ 40,000.00	Remove 2, replace 2. Staff can rent	\$ 10,000.00	\$ 800.00					\$ 872.31
Kiwanis	Boom Lake Paved Trail	2028	\$ 120,000.00	Updated estimate from Jessie	\$ 30,000.00	\$ 2,400.00	Y				\$ 2,616.94
Lum	Sidewalks (bituminous)	2028	\$ 50,000.00		\$ 12,500.00	\$ 1,000.00					\$ 1,090.39
Memorial	Main Playground	2028	\$ 100,000.00		\$ 25,000.00	\$ 2,000.00	Y				\$ 2,180.79
Bane	1 batting cage	2029	\$ 5,000.00	Ask Troy	\$ 1,000.00	\$ 100.00	Y				\$ 109.04
Gregory	Tennis court rain garden	2029	\$ 5,000.00		\$ 1,000.00	\$ 100.00			Staff		\$ 109.04
Jaycees	South side - 2 old scoreboards	2029	\$ 30,000.00	Look for sponsors/partners. Troy?	\$ 6,000.00	\$ 600.00					\$ 654.24
Jaycees	South side - 1 wooden garage. Approx. 20' x 20' - painted siding- old shingles	2029	\$ 50,000.00	Roofing important to save future \$	\$ 10,000.00	\$ 1,000.00					\$ 1,090.39
Lyman P. White	Bike Repair Tools	2029	\$ 3,200.00		\$ 640.00	\$ 64.00			Staff		\$ 69.79
Memorial	Mill field Scoring tower	2029	\$ 100,000.00		\$ 20,000.00	\$ 2,000.00					\$ 2,180.79
Memorial	Mill field Concession Stand	2029	\$ 600,000.00		\$ 120,000.00	\$ 12,000.00					\$ 13,084.72
Triangle	Doc waste bag holder	2029	\$ 500.00		\$ 100.00	\$ 10.00			Staff		\$ 10.90
Lum	Campground water spigot (freestanding)	2029	\$ 500.00		\$ 100.00	\$ 10.00					\$ 10.90
Lum	Beach and Retaining wall	2030	\$ 20,000.00	Current ARPA Project Scope	\$ 3,333.33	\$ 400.00					\$ 436.16
Lum	Main umbrella building (by beach)	2030	\$ 200,000.00	Current 2024 Capital Request	\$ 33,333.33	\$ 4,000.00					\$ 4,361.57
Memorial	East Parking Lot	2030	\$ 130,000.00	reclamation would be ~ twice the c	\$ 21,666.67	\$ 2,600.00					\$ 2,835.02
Memorial	Mill field Sun deck	2030	\$ 200,000.00		\$ 33,333.33	\$ 4,000.00					\$ 4,361.57
Memorial	Mill field Netting	2030	\$ 75,000.00		\$ 12,500.00	\$ 1,500.00					\$ 1,635.59
Memorial	Mill field storage building	2030	\$ 100,000.00		\$ 16,666.67	\$ 2,000.00					\$ 2,180.79
Memorial	Field #3 dug outs	2030	\$ 10,000.00		\$ 1,666.67	\$ 200.00					\$ 218.08
Memorial	Field #2 dug outs	2030	\$ 10,000.00		\$ 1,666.67	\$ 200.00					\$ 218.08
Memorial	Field #1 dug outs	2030	\$ 10,000.00		\$ 1,666.67	\$ 200.00					\$ 218.08
Memorial	Rink nets/hoops	2030	\$ 3,000.00		\$ 500.00	\$ 60.00					\$ 65.42
Memorial	Water basin pumps	2030	\$ 10,000.00		\$ 1,666.67	\$ 200.00					\$ 218.08
Buster	Dog Waste Bag Dispenser x2	2031	\$ 500.00		\$ 71.43	\$ 10.00			Staff		\$ 10.90
Lum	Playground	2031	\$ 116,000.00	Consolidate existing equipment to 1	\$ 16,571.43	\$ 2,320.00					\$ 2,529.71
Memorial	Field #2 Lights	2031	\$ 200,000.00		\$ 28,571.43	\$ 4,000.00	Y				\$ 4,361.57
Memorial	Field #1 Lights	2031	\$ 200,000.00		\$ 28,571.43	\$ 4,000.00	Y				\$ 4,361.57
Buster	Chainlink Fence	2031	\$ 50,000.00	updated estimate based on mills fie	\$ 7,142.86	\$ 1,000.00					\$ 1,090.39
Kiwanis	Playground Equipment	2031	\$ 100,000.00		\$ 14,285.71	\$ 2,000.00					\$ 2,180.79
Kiwanis	Swing Set	2031	\$ 10,000.00		\$ 1,428.57	\$ 200.00					\$ 218.08
Kiwanis	Light Post x2	2031	\$ 12,000.00		\$ 1,714.29	\$ 240.00					\$ 261.69
Bane	remove 2 asphalt parking lots & asphalt road through park + replace with berms	2032	\$ 100,000.00	remove and plant grass + convert t	\$ 12,500.00	\$ 2,000.00	Y				\$ 2,180.79
Bane	Miracle Field w/special painted surface	2032	\$ 100,000.00		\$ 12,500.00	\$ 2,000.00	Y				\$ 2,180.79
Bane	Asphalt walkway 3 different directions through park	2032	\$ 45,000.00		\$ 5,625.00	\$ 900.00					\$ 981.35
Buffalo Hills	wav finding signs	2032	\$ 500.00		\$ 62.50	\$ 10.00			Staff		\$ 10.90
Gregory	Basketball court	2032	\$ 12,000.00		\$ 1,500.00	\$ 240.00					\$ 261.69
Gregory	Basketball hoops x 3	2032	\$ 6,000.00		\$ 750.00	\$ 120.00			Staff		\$ 130.85
Buster	Wood Fencing	2033	\$ 500.00		\$ 55.56	\$ 10.00			Staff		\$ 10.90
Lum	Disc golf Holes	2033	\$ 8,000.00		\$ 888.89	\$ 160.00					\$ 174.46
Lum	Landing/dock	2033	\$ 7,000.00		\$ 777.78	\$ 140.00					\$ 152.66
Lum	Disc golf tee boxes	2033	\$ 2,000.00		\$ 222.22	\$ 40.00					\$ 43.62
Memorial	Mills field Score Board	2033	\$ 50,000.00		\$ 5,555.56	\$ 1,000.00					\$ 1,090.39
Rotary	Bench/Signage Structure	2033	\$ 10,000.00		\$ 1,111.11	\$ 200.00					\$ 218.08
Jaycees	South side - 6 poles - (5 lights & 1 camera)	2034	\$ 35,000.00		\$ 3,500.00	\$ 700.00					\$ 763.28
Jaycees	South side - 1 batting cage	2034	\$ 5,000.00		\$ 500.00	\$ 100.00					\$ 109.04
Jaycees	South side - 1 L screen	2034	\$ 1,000.00		\$ 100.00	\$ 20.00					\$ 21.81



PARKS DEPARTMENT MAINTENANCE AND RECREATION REPORT June 25th, 2024; PARK BOARD MEETING

Recreation Report

Special Events

2024 Kids Fishing Clinic Event Summary

Event Title: 2024 Kids Fishing Clinic

Date of Event: June 8th, 2024

Location: Lum Park, Brainerd, MN

Organizers: City of Brainerd Parks and Recreation



Summary

The 2024 Kids Fishing Clinic in Brainerd, MN, was a delightful community event aimed at bringing families together for an educational and fun day of fishing. The clinic's primary goal was to create memorable experiences for children and adults, fostering a sense of community spirit and togetherness.

Key Highlights

1. Educational Stations:

Children rotated through six different educational stations, participating in activities led by volunteers from the DNR, Crow Wing County Sheriff's Office, and Brainerd Muskies. They learned about boat safety, fish identification, and how to use a fishing rod.

2. Fishing Contest:

Kids participated in a one-hour fishing contest with rods and tackle provided for those who needed them. Volunteers and parents assisted, measuring and recording the length of each catch. Prizes were awarded based on age groups.

3. Community Engagement:

The event served as a platform for neighbors and friends to socialize and strengthen community bonds, promoting interaction and collaboration among residents.

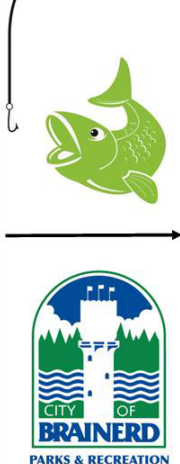
4. Refreshments:

Attendees enjoyed a free lunch between stations and the fishing contest, featuring hot dogs, chips, and bottled water.

Attendance

- **Children:** 64
- **Adults:** Approximately 40-50 (exact count not recorded)
- **Volunteers:** Around 20, from the DNR, Crow Wing County Sheriff's Office, and Brainerd Muskies.

Agenda

Schedule			Learning Stations	
Time	Event		#	Station Event Presenter
9:00-9:30	Check In		1	Education Station DNR
9:30-9:45	Welcome/Directions/Station Assignments		2	Minnow Races Brainerd Muskies Inc.
9:45-11:30	Learning stations		3	Boating Safety Crow Wing County Sheriff's Department—Boat and Water
11:30-12:00	Lunch		4	Live Fish Display DNR Fisheries: David Lockwood
12:00-1:00	Fishing Contest		5	Wheel of Fish Brainerd Muskies Inc.
1:00-1:30	Prizes and Participation Bags		6	Reel Race Brainerd Muskies Inc.

The event included station rotations, the fishing contest, and lunch, fostering a structured yet fun-filled day for all participants.

Challenges Faced

1. Grill Issues:

The grill was only hot in one corner, delaying the cooking process. Future events may need a different grill to ensure efficiency.

2. **Station Timing:**

Some stations moved faster than others, causing a few volunteers to move kids along prematurely. Timing adjustments and clearer instructions for volunteers are recommended.

Recommendations for Future Events

1. **Increased Frequency:**

Consider hosting more fishing clinics throughout the summer.

2. **New Competitions:**

- **Biggest Catch:** Prizes for the largest fish caught.
- **Most Fish Caught:** Recognition for the child catching the most fish.
- **Casting Accuracy:** Contest for casting closest to a target.

3. **Interactive Workshops:**

- **Environmental Conservation:** Teach kids about preserving aquatic ecosystems.
- **DIY Lure Making:** Provide materials for creating fishing lures.
- **Fishing Simulator:** Use digital tools to teach casting and reeling techniques.
- **Fish Cleaning Station:** Educate kids on fish anatomy and proper cleaning techniques.
- **Fishing License Information:** Inform families about obtaining fishing licenses and following regulations.

4. **Themed Activities:**

- **Nature Scavenger Hunt:** Search for fishing and nature-related items.
- **Fish Art Station:** Craft area for creating fish-themed art projects.

5. **Engaging Contests:**

- **Best Fishing Outfit:** Prizes for the most creative fishing-themed outfits.
- **Fishing Trivia Quiz:** Trivia game about fishing, aquatic life, and conservation with prizes for correct answers.

Additional Notes

1. **Food Purchased:**

- 120 Hot Dogs/Buns, 150 Water bottles, 125 bags of chips, Ketchup, Relish, Mustard.

2. **Weather Considerations:**

- Attendance varies based on weather conditions.

3. **Equipment Needs:**

- Bring a speaker for announcing station changes.

4. **Future Bookings:**

- Reserve Pavilion 1, and possibly Pavilion 2, in January 2025.

Submitted By: Haley Blank – Recreation Specialist

Date Submitted: 06/20/2024

Adult Sports

Softball - Registration Update as of 06/20/2024

- MS1: 8 out of 12 Teams
- MS2: 11 out of 12 Teams
- Women's: 11 out of 12 Teams
- Upper Coed: 4 out of 6 Teams
- Lower Coed: 6 out of 6 Teams

Pickleball - Registration Update as of 06/20/2024

- Tuesday Competitive League: 9 out of 10 Teams
- Tuesday Just for Fun League: 9 out of 10 Teams
- Thursday Competitive League: 10 out of 10 Teams
- Thursday Just for Fun League: 8 out of 10 Teams

Banner Program

The Banner Program launched on April 11th, 2024, and has maintained its structure, offering participants \$150 per banner. As of May 22nd, 2024, we have successfully collected \$1,825. Looking ahead to the 2025 cycle, I anticipate making updates to enhance the program.

Staff has identified opportunities to expand the Banner Program significantly for the summer of 2025. Here are some strategies we plan to implement:

- **Define Your Audience:** Tailor the program to target specific demographics, businesses, and niche markets to maximize engagement and support.
- **Create a Compelling Value Proposition:** Clearly communicate the benefits of banner sponsorship, including increased visibility, community support, and alignment with environmental and community enhancement efforts.
- **Design an Engaging Donation Page:** Develop a dedicated online platform where potential sponsors can learn about the program, view banner examples, and easily contribute to our parks' improvement.
- **Target Potential Sponsors:** Reach out to local businesses, community organizations, and individuals who are likely to support our parks through banner sponsorship. Emphasize the mutual benefits of visibility and community involvement.
- **Utilize Local Media and PR:** Leverage local newspapers, radio stations, and community websites to amplify awareness of the Banner Program. Highlight success stories and showcase sponsors' contributions.
- **Engage with Social Media:** Utilize social media platforms to promote the Banner Program, featuring visually compelling banner displays and spotlighting sponsors. Encourage followers to participate and donate.

- Offer Recognition and Exposure: Acknowledge sponsors through signage at banner locations, mentions in newsletters, social media posts, and special recognition at park events.
- Provide Clear Donation Options: Simplify the donation process with transparent contribution levels and associated benefits (e.g., banner size, display duration) through an intuitive online donation platform.

We look forward to enhancing our Banner Program and fostering greater community involvement and support for our parks. Together, we can create lasting impacts and enrich our local environment for everyone to enjoy.

Rent.Fun (Kayak and Paddle Board rental at Lum Park)

Kayak and Paddle Board Rentals are Now Open!

We're excited to announce that kayak and paddle board rentals are officially available! Since June 16th, we've already had five rentals, with an average charge of \$21.43 each. Stay tuned as we will be launching our advertising campaign soon to promote this exciting new activity. Potential promotional/ campaign ideas :

Sunrise/Sunset Paddles:

- Organize early morning or late evening paddling discounts to promote to experience the beauty of the sunrise or sunset on the water.

Social Media Campaign:

- Create dedicated posts on Facebook, Instagram, and Twitter announcing the availability of kayak and paddle board rentals at Lum Park.
- Use high-quality images and videos of people enjoying the water activities to capture attention.
- Include hashtags such as #LumParkKayakRentals, #PaddleBoardBrainerd, and #ExploreBrainerd.

Local Community Outreach:

- Partner with local businesses, community centers, and tourist information centers to distribute flyers or posters promoting the rentals.

Online Listings and Directories:

- Ensure that Lum Park's kayak and paddle board rentals are listed on popular online directories like Yelp, TripAdvisor, and local tourism websites.
- Encourage satisfied customers to leave positive reviews to boost visibility.



Miscellaneous

- Staffing:
 - Umpires -7 Hired.
 - Concession stand Workers -4 Hired
 - Intern- Jack Hughes- Starting May 30th

Parks Maintenance Report

- Spraying for bees misc.
- Working on tournament fields at Bane and Jaycees
- Working on Disc Golf Course at Memorial
- Put together and installed basketball goals
- Moved shed and porta-potty to Gustafson
- Moved trees from Lyman
- Picked up trees from Landsburg and Heartland
- Agg to Jaycees and clay
- Checked scoreboards and replaced bulbs on scoreboard
- Prepped center court at Gregory
- Repaired ruts in Lum campground
- Prepped beach house for fishing clinic
- Fixed breaker in campground
- Had backflow preventer tested (yearly)
- Repaired faucet and soap dispenser at Gregory
- Fixing vandalism at Lyman
- Getting keys made for YMCA and BBBA

- Repairing bat holders BHP
- Raised bases on ball fields at Jaycees
- Installed dog waste signs at Rotary and Buffalo Trails
- Removed weeds from downtown planters
- Lights removed from pine tree at Gregory
- Spraying for weeds
- Fixed hydraulic problems on garbage truck
- Replaced belt on J/D mower. Drive belt for blades
- Fixed tire on truck and mower
- Prepped skidsteer for trade-in assessment
- Moved shed and installed lock box for Ski Loons
- Ordered boxes for disc golf course at Memorial
- Paint supplies for karate group at College Dr bridge
- Staked up a few trees
- Replaced vandalized soup dispensers at Gregory and Kiwanis
- Landscaped and planted hazard area at Kiwanis
- Hung restroom sign at Gregory
- Cleaned out new cold storage building
- Working on lighting at LPW vandalized lenses
- Cleaned up & removed broken basketball goal at Memorial
- Installed benches on pier at Lum
- Moved AED to softball field concessions
- Cleaned out shed at Memorial
- Cleaned and painted fountain up and running
- Replaced fountain pump and filled with water
- Cleaned fountain and repaired nozzle
- Repaired mower tire
- Fixed belt on mower. Drive belt for grass collection system
- Returned memorial tree to Landsburg
- Scoreboard controller, bee spray to BHP garage
- Put in pitching rubber on field #2 at BHP
- Picked up trimmer for downtown maintenance
- Getting barricades/cones for fishing clinic
- Picnic tables to beach house area
- Getting more keys for BBBA
- Getting fishing equipment moved for fishing clinic
- Welded bracket for mowing attachment
- New employee training completed for temps
- Blew off Miracle Field
- Watering flowers downtown
- Hung Public Works Maintenance Facility sign
- Cut tree off trail on Boom Lake
- Prepping disc golf course
- Put together all disc buckets and drilled valve boxes

- Locate meet at Memorial
- Fixed toilet at Bane
- Removed graffiti on pier
- Worked on volleyball court nets up
- Cleaned up and put away fishing clinic stuff

Projects Report

Parks ARPA Projects

The project has been awarded. Staff will be scheduling a preconstruction meeting with DeChantal Excavating to discuss project details including proposed schedule. It is expected that work will take place through summer and fall 2024.

Buster Park Pavilion

Foundations have been poured and are ready. Staff will be assembling the pavilion when time allows.

Memorial Park Disc Golf Course

The City has received the signs and baskets for the new course. Staff has selected a concrete flatwork contractor to pour the tee pads and basket post foundations and that work should be complete by the time of the meeting. Maintenance staff will finish cleanup and seeding ahead of the disc golf association targeted July grand opening date.

Building Demolitions

Staff will be completing seeding at the Lum Park building site over the next several days. The demo at Jaycees will be discussed further at the July Park Board meeting.

Gregory Park Warming House/Pavilion Gutter Replacement

This work is anticipated to take place this summer.

Buffalo Hills Park Playground Replacement

Staff has began discussions with the Lions Club regarding the playground replacement details. Further meetings are planned to refine details. The project is now planned for 2025.

Memorial Park Rink Lights Automatic Timer

Staff has received the timer. We are working with Holden for installation.

Lum Park Pavilion Rehabilitations

Pavilion #2 improvement work was awarded to Hy-Tec Construction. Staff will coordinate with the contractor to avoid reservation conflicts for the work to occur. This work is expected to occur in 2024.