

# **PARK BOARD AGENDA**

Brainerd, Minnesota  
August 24, 2021, 4:00 PM  
WebEx Toll-free 844-992-4726, Access Code 1461 48 9483  
City Hall Council Chambers

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

2. **Roll Call**

\_\_\_ T. Boeder \_\_\_ T. Rushmeyer \_\_\_ K. Schaefer \_\_\_ A. Shipe \_\_\_  
K. Yeager

3. **Pledge Of Allegiance**

4. **Approval Of Agenda**

5. **Consent Calendar**

NOTICE TO PUBLIC - All matters listed are considered routine by the Board and will all be enacted by one (1) motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Board votes on the motion.

A. **Approval Of Minutes**

None to approve at this time.

B. **Approval Of The Disbursements**

Month of August 2021

*Documents:*

*082421 August Disbursements.pdf*

C. **Financial Reports**

July Financials

*Documents:*

*2021 July Financials.pdf*

6. **Unfinished Business**

A. **Update On Memorial Park Project And Consideration Of Change Order 4**

*Documents:*

*Memorial Park Update.pdf*

7. **New Business**

8. **Public Forum**

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

9. **City Engineer And Recreation Coordinator Report**

August Department Reports

*Documents:*

*[2021-08-24\\_Recreation and Maintenance Report.pdf](#)*

10. **Adjourn**

Visit the Parks and Recreation Website at [www.ci.brainerd.mn.us/parks](http://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"

# PUBLIC WORKS-PARKS

Accounts Payable August 24, 2021

VENDOR	INVOICE DATE	INVOICE NUMBER	DESCRIPTION	GL ACCOUNT NUMBER(S)	AMOUNT	SALES USE TAX
Ace Hardware	07/22/21	298833	PPD Mouse traps, MMP drinking fountain parts	230-5200-42220	19.77	
Ace Hardware	07/23/21	298876	PPD Light bulbs MMP	230-5200-42220	11.69	
Ace Hardware	08/11/21	299403	Wasp spray	230-5200-42220	18.87	
Ace Hardware	08/13/21	299450	Primer sealer	230-5200-42220	12.58	
Active Network LLC	08/01/21	1000143704	Software fee 10/1/20-12/31/20	230-5200-43309	1,000.00	
American Steel Inc	08/06/21	105768	Angle iron-groomer repair	230-5200-42220	18.20	
American Steel Inc	08/12/21	105870	Rebar-Triangle Park playground	400-9050-45530	91.90	
American Welding & Gas Inc	07/06/21	7913597	PPD Shop welding supplies	230-5200-42220	63.92	
Anderson Brothers Construction	08/16/21	Pay Voucher 4	Memorial Park Redevelopment-Pay Voucher 4	400-9050-45510	157,094.03	
AT&T Mobility	07/25/21	X08032021/PARKS	PPD Parks cell phones	230-5200-43321	44.89	
Becker Arena Products	08/18/21	601917	MMP project-hockey rink dasherboard	400-9050-45510	9,408.85	
Ben the Tree Guy	07/21/21	118	PPD Stumps ground-LMP and GGP	230-5200-42220	1,500.00	
Brock White Company LLC	07/27/21	14885527-00	PPD Landscaping GGP-seed and netting	230-5200-42220	509.49	
Brock White Company LLC	07/28/21	14888349-00	PPD Landscaping GGP-netting	230-5200-42220	58.16	
CenterPoint Energy	07/21/21	5933799-8	PPD Natural gas service-LMP 6/16/21-7/19/21	230-5200-43380	25.52	
Costco	06/30/21	63021	PPD VISA-Concessions-chips	230-5204-42210	22.98	
Costco	07/07/21	70721	PPD VISA-Concessions-condiments	230-5204-42210	7.99	
Costco	07/07/21	70721	PPD VISA-Adult softball-ice for injuries	230-5215-42210	2.49	
Costco	07/13/21	71321	PPD VISA-Concessions-chips, bottled water	230-5204-42210	92.92	
Costco	07/14/21	71421	PPD VISA-Concessions-dish soap	230-5204-42210	5.99	0.41
Costco	07/15/21	71521	PPD VISA-Concessions-water,condiments,dish soap,sponges	230-5204-42210	55.92	2.47
Country Hearth	06/30/21	63021	PPD VISA-Concessions-buns	230-5204-42210	7.00	
Country Hearth	07/07/21	70721	PPD VISA-Concessions-buns	230-5204-42210	14.00	
Country Hearth	07/14/21	71421	PPD VISA-Concessions-buns	230-5204-42210	3.96	
Country Hearth	07/15/21	71521	PPD VISA-Concessions-buns	230-5204-42210	25.96	
CTC	08/12/21	20940241	PPD Campground internet/Host TV 8/12/21-9/11/21	230-5280-43321	117.20	8.06
CTC	08/12/21	20930458	PPD Phone/internet 8/12/21-9/11/21	230-5200-43321	49.64	
D & D Beverage Brainerd	07/29/21	1437674	PPD Concessions-cleaning supplies	230-5204-42210	26.95	1.85
Digital Ink Design & Graphics Inc	07/23/21	32083	PPD Four field signs for Bane and Jaycees fields	230-5200-42220	544.00	
Dollar Tree	06/29/21	62921	PPD VISA-Concessions-nail brushes	230-5204-42210	3.00	0.21
Elite Fence & Deck	08/11/21	2575	New fencing MMP fields	405-49065-5500	8,295.00	
Enterprise FM Trust	08/04/21	FBN4260391	PPD August vehicle leases	230-5200-43331	2,433.36	
Holden Electric Co Inc	07/21/21	63510	PPD LMP Campground site #4 electrical repair	230-5280-42220	262.43	18.04
Holden Electric Co Inc	08/06/21	63668	LMP Campground-electric repair	230-5280-42220	188.25	12.94
Holden Electric Co Inc	08/06/21	63707	LMP Campground-electric repair	230-5280-42220	163.55	11.24
Landscape Structures	08/03/21	INV-101947	PPD Memorial Park Splash Pad	400-9050-45510-21:30	193,704.10	
M & M Express Sales & Service	08/12/21	333609	Mower parts	230-5200-42220	92.01	

VENDOR	INVOICE DATE	INVOICE NUMBER	DESCRIPTION	GL ACCOUNT NUMBER(S)	AMOUNT	SALES USE TAX
Menards Baxter	07/13/21	57877	PPD Hardware-Mills Field deck	230-5200-42220	102.35	
Menards Baxter	07/07/21	57554	PPD Shower bracket, pumice stick-LMP	230-5200-42220	9.25	
Menards Baxter	07/09/21	57665	PPD Lumber-Mills Field, disposable gloves	230-5200-42220	157.57	
Menards Baxter	07/23/21	58484	PPD Hose,sprinklers-GGP,lumber for field signs	230-5200-42220	361.23	
Menards Baxter	08/12/21	59575	Triangle Park playground-timbers and hardware	400-9050-45530	2,213.89	
Menards Baxter	08/12/21	59575	Pool shock-GGP,drill bit,saw blades	230-5200-42220	29.93	
Menards Baxter	08/10/21	59472	Lumber-LMP pier	230-5200-42220	14.28	
Midwest Overhead Crane Corp	05/28/21	114963	PPD Annual inspection of overhead lift	230-5200-42220	273.29	
Moonlite Nursery LLC	07/23/21	7232101	PPD 4 rolls sod-Mills Field	230-5200-42221	24.00	
Moonlite Nursery LLC	07/23/21	7232102	PPD 19 rolls sod-Mills Field	230-5200-42221	114.00	
Moonlite Nursery LLC	08/06/21	8062101	30 rolls sod-BAP	230-5200-42220	180.00	
Mr. Tire	08/10/21	26400	Tire repair	230-5200-42220	21.49	
MRPA	07/27/21	2021 DUES	PPD Professional membership dues-Sandy, Kaufman	230-5200-43433	600.00	
Musco Sports Lighting LLC	07/30/21	352358	PPD MMP project-hockey and skating rink lights	400-9050-45510	58,370.00	
Office Shop	07/15/21	1098836-0	PPD Wall calendar 2022	230-5200-42200	24.16	
O'Reilly First Call	08/18/21	1647-466149	Battery-2013 Silverado	230-5200-42220	124.73	
People's Security Company	07/31/21	225781	Annual alarm monitoring-LMP	230-5200-42210	263.88	
Royal Tire Inc	07/22/21	104-187098	PPD Tire and repairs-garbage truck	230-5200-42220	293.85	
Sullivan Candy & Supply	08/06/21	358669	Concessions-nacho chips	230-5204-42210	11.95	
Verizon Wireless	07/23/21	9884737445/PARKS	PPD 6/24-7/23 Parks cell phone	230-5200-43321	46.50	
Viking Coca-Cola	07/14/21	1516137	PPD Concessions-BHP beverages	230-5204-42210	58.50	
Viking Coca-Cola	07/14/21	1516138	PPD Concessions-MMP beverages	230-5204-42210	449.25	
Waste Partners Inc	07/31/21	17X02126	July trash removal	230-5200-43380	778.05	
Watson Company	07/13/21	117758	PPD Concessions-pretzels,frozen treats	230-5204-42210	153.70	
Watson Company	07/26/21	118173	PPD CREDIT Concessions-merch not received	230-5204-42210	-23.23	
Watson Company	08/03/21	118465	Concessions-pretzels,frozen treats	230-5204-42210	171.20	
Wex Bank	07/31/21	73099110/PARKS	PPD July motor fuel statement	230-5200-42221	1,930.03	
Widseth	07/23/21	212299	PPD Design Standards-prof svcs through 7/09/21	230-5200-43300	625.00	
WSB	07/22/21	R-016307-000-13	PPD MMP redevelopment-prof svcs June 2021	400-9050-45510	9,064.25	
<b>Sales Use Tax</b>					<b>55.22</b>	
<b>TOTAL EXPENDITURES TO BE APPROVED:</b>					<b>452,439.67</b>	<b>55.22</b>
<b>Less PREPAIDS:</b>					<b>(272,247.03)</b>	
<b>TOTAL THIS REPORT:</b>					<b>180,192.64</b>	

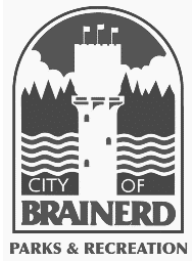
Paul Sandy, City Engineer/Interim Public Works Director \_\_\_\_\_

As of July 31, 2021

	Park Maintenance		Pond Hockey		Outdoor Rinks		Concessions		Tournaments		Special Events	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<i>Total Taxes and Penalties</i>	35,000	19,407	-	-	-	-	-	-	-	-	-	-
<i>Total Rev fr Other Gov'ts</i>	-	-	-	-	-	-	-	-	-	-	-	-
<i>Charges for Services - User Fees</i>	12,200	6,200	2,000	(308)	-	-	40,000	21,139	5,300	2,596	1,800	600
<i>Other Revenue</i>												
Interest Income	-	-	-	-	-	-	-	-	-	-	-	-
Public Utility Electric Sales	69,000	30,165	-	-	-	-	-	-	-	-	-	-
Contributions & Donations	-	3,820	-	-	-	-	-	-	-	-	-	-
Misc. Program Revenue	1,000	-	-	-	-	-	-	-	-	-	-	-
Misc. Revenue	1,000	455	-	-	-	-	-	-	-	-	-	-
<i>Total Charges for Services</i>	71,000	34,440	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>118,200</b>	<b>60,046</b>	<b>2,000</b>	<b>(308)</b>	<b>-</b>	<b>-</b>	<b>40,000</b>	<b>21,139</b>	<b>5,300</b>	<b>2,596</b>	<b>1,800</b>	<b>600</b>
<i>Total Personal Services</i>	732,813	443,893	323	-	9,689	4,830	11,303	9,290	2,907	2,245	215	-
<i>Supplies</i>												
Office and Operating Supplies	5,750	2,536	500	105	200	90	27,500	19,572	2,000	1,205	2,000	817
Motor Fuels	13,000	6,259	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	70,000	25,451	100	-	-	-	1,000	-	-	-	-	-
Repairs & Maintenance - Athletic Field	4,500	6,658	-	-	-	-	-	-	-	-	-	-
Small Tools	800	609	-	-	-	-	-	-	-	-	-	-
<i>Total Supplies</i>	94,050	41,514	600	105	200	90	28,500	19,572	2,000	1,205	2,000	817
<i>Services</i>												
Professional Services	11,000	9,766	-	-	-	-	-	-	-	-	-	-
Computer Technical Support	4,000	90	-	-	-	-	-	-	-	-	-	-
Telephone	1,440	1,012	-	-	-	-	-	-	-	-	-	-
Postage	800	(254)	-	-	-	-	-	-	-	-	-	-
Professional Development	2,000	-	-	-	-	-	-	-	-	-	-	-
Lease Payments	29,125	14,722	-	-	-	-	-	-	-	-	-	-
Printing/Legal Publications	4,500	(31)	-	-	-	-	-	-	-	-	-	-
Insurance	9,515	32,156	-	-	-	-	-	-	-	-	-	-
Utilities	78,000	34,411	-	-	-	-	-	-	-	-	-	-
Rent Expense	10,000	170	-	-	-	-	-	-	-	-	-	-
Miscellaneous	2,000	899	-	-	-	-	-	-	-	-	-	-
Credit Card Fees	1,000	554	-	-	-	-	-	-	-	-	-	-
Dues and Subscriptions	800	232	-	-	-	-	-	-	-	-	-	-
<i>Total Services</i>	154,179	93,728	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>981,043</b>	<b>579,134</b>	<b>923</b>	<b>105</b>	<b>9,889</b>	<b>4,921</b>	<b>39,803</b>	<b>28,862</b>	<b>4,907</b>	<b>3,449</b>	<b>2,215</b>	<b>817</b>
<i>Other Revenue (Expenses)</i>												
Sale of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-	-	-	-	-
<i>Total Other Revenue (Expenses)</i>	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE OVER/(UNDER)</b>	<b>(862,843)</b>	<b>(519,088)</b>	<b>1,077</b>	<b>(413)</b>	<b>(9,889)</b>	<b>(4,921)</b>	<b>197</b>	<b>(7,723)</b>	<b>393</b>	<b>(854)</b>	<b>(415)</b>	<b>(217)</b>

As of July 31, 2021

	Kickball		Adult Softball		Campground		GRAND TOTAL	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
<i>Total Taxes and Penalties</i>	-	-	-	-	-	-	35,000	19,407
<i>Total Rev fr Other Gov'ts</i>	-	-	-	-	-	-	-	-
<i>Charges for Services - User Fees</i>	2,000	244	50,000	44,169	37,000	28,968	150,300	103,607
<i>Other Revenue</i>								
Interest Income	-	-	-	-	-	-	-	-
Public Utility Electric Sales	-	-	-	-	-	-	69,000	30,165
Contributions & Donations	-	-	-	-	-	-	-	3,820
Misc. Program Revenue	-	-	-	-	-	-	1,000	-
Misc. Revenue	-	-	-	-	-	-	1,000	455
<i>Total Charges for Services</i>	-	-	-	-	-	-	71,000	34,440
<b>TOTAL REVENUES</b>	<b>2,000</b>	<b>244</b>	<b>50,000</b>	<b>44,169</b>	<b>37,000</b>	<b>28,968</b>	<b>256,300</b>	<b>157,453</b>
<i>Total Personal Services</i>	754	-	21,530	16,213	-	-	779,534	476,471
<i>Supplies</i>								
Office and Operating Supplies	140	-	14,000	7,831	150	213	52,240	32,369
Motor Fuels	-	-	-	-	-	-	13,000	6,259
Repairs & Maintenance	-	-	3,500	1,313	200	1,229	74,800	27,993
Repairs & Maintenance - Athletic Field	-	-	-	-	-	-	4,500	6,658
Small Tools	-	-	-	-	-	-	800	609
<i>Total Supplies</i>	140	-	17,500	9,143	350	1,441	145,340	73,888
<i>Services</i>								
Professional Services	-	-	-	-	-	-	11,000	9,766
Computer Technical Support	-	-	-	-	-	-	4,000	90
Telephone	-	-	-	-	800	452	2,240	1,464
Postage	-	-	-	-	-	-	800	(254)
Professional Development	-	-	-	-	-	-	2,000	-
Lease Payments	-	-	-	-	-	-	29,125	14,722
Printing/Legal Publications	-	-	-	-	100	-	4,600	(31)
Insurance	-	-	-	-	-	-	9,515	32,156
Utilities	-	-	-	-	3,300	1,092	81,300	35,504
Rent Expense	-	-	-	-	-	-	10,000	170
Miscellaneous	-	-	-	-	-	-	2,000	899
Credit Card Fees	-	-	-	-	-	-	1,000	554
Dues and Subscriptions	-	-	-	-	-	-	800	232
<i>Total Services</i>	-	-	-	-	4,200	1,544	158,379	95,271
<b>TOTAL OPERATING EXPENSES</b>	<b>894</b>	<b>-</b>	<b>39,030</b>	<b>25,357</b>	<b>4,550</b>	<b>2,985</b>	<b>1,083,253</b>	<b>645,630</b>
<i>Other Revenue (Expenses)</i>								
Sale of Assets	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
Capital	-	-	-	-	-	-	-	-
<i>Total Other Revenue (Expenses)</i>	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE OVER/(UNDER)</b>	<b>1,106</b>	<b>244</b>	<b>10,970</b>	<b>18,812</b>	<b>32,450</b>	<b>25,983</b>	<b>(826,953)</b>	<b>(488,177)</b>



# Brainerd Park Board Agenda Request

Requested Meeting Date:

Title of Item:

<input type="checkbox"/> INFORMATION ONLY <input type="checkbox"/> ACTION REQUESTED	<b>Action Requested:</b> <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item
<b>Submitted by:</b>	<b>Department:</b>
<b>Presenter (Name &amp; Title):</b>	<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>	
<b>Alternatives, Options, Effects on Others/Comments:</b>	
<b>Recommended Action/Motion:</b>	
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>	

## Memorandum

To: Paul Sandy, City of Brainerd

From: Chris Sonmor, PE

Date: August 24, 2021

Re: Memorial Park Redevelopment Project Update to Park Board – August, 2021  
WSB Project No. 016307-000

---

The following is a summary of the work completed over the last month:

- Warming House & Pavilion
  - The building exterior is nearly completed.
  - The metal door and window frames have been installed.
  - All insulation work has been completed.
  - Sheetrock has been hung and taping is complete.
  - Paint crews are currently on site painting the building interior.
- Sitework
  - The dashboard system has been installed on the large rink.
  - Site lighting has all been installed.
  - 
  - The plumbing rough-in for the splash pad is complete and the concrete slab has been poured.
  - Anderson Brothers is currently working on the grading and class 5 for the sidewalks and trails.

Scheduled work in the upcoming weeks will include:

- Warming House & Pavilion – Exterior
  - Finishing of columns in the pavilion.
  - Painting of the door and window frames.
  - Window security grates
  - Exterior lighting
- Warming House & Pavilion – Interior
  - Painting of interior door & window frames.
  - Interior paint
  - Plumbing fixtures
  - Flooring
  - Interior & exterior doors & hardware
- Water to the splash pad will be connected the week of 8/23.
- The donor column & remaining concrete around the splash pad will be finished the week of 8/23.
- Upon completion of the column & splash pad, the remaining landscaping and restoration (seeding) will be completed.
- The sitework should be substantially completed by September 1<sup>st</sup>.



WSB along with subconsultants will be making site visits to generate punch lists for the Contractor. When all punch list items are complete, a final payment application will be made. Until all punch list items are completed, we will continue to hold retainage on the pay applications. We may be discussing reducing retainage at that time, depending on how much work is remaining.

WSB has prepared Change Order No. 4 in the amount of \$5,390.00. This item was previously discussed with City Staff. The initial cost to seal the concrete rinks was approximately \$3,000. Since this is a higher cost than originally anticipated, we are seeking Board approval on Change Order No. 4.

Pay Voucher No. 4 is also included for approval. Major pay items included for this voucher include:

- Site Grading (10%)
- Large Rink & Pleasure Rink Lighting (50%)
- 4" Concrete Walk (95%)
- Building with Pavilion (20%)

The total amount certified to date is \$812,526.54. This is 80.2% of the total project cost. With 5% retainage continuing to be held, the total amount due on Pay Voucher No. 3 is \$157,094.03. A total of \$40,626.33 (5%) is still being held in retainage. The contract price in this voucher does not include Change Order No. 4. We recommend approval of Pay Voucher No. 4.

<b>Client:</b> City of Brainerd 501 Laurel St Brainerd, MN 56401-3595	<b>Contractor:</b> Anderson Brothers Construction Company of Brainerd LLC 11325 State Hwy 210 Brainerd, MN 56401
---	--

<b>WSB Project No.:</b> 016307-000
<b>Client Project No.:</b>
<b>State Project No.:</b>
<b>Federal Project No.:</b>

Contract Amount		Funds Encumbered	
Original Contract	\$918,329.00	Original	\$918,329.00
Contract Changes	\$95,048.00	Additional	N/A
Revised Contract	\$1,013,377.00	Total	\$918,329.00

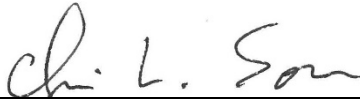
Work Certified To Date	
Base Bid Items	\$734,491.04
Contract Changes	\$78,035.50
Material On Hand	\$0.00
Total	\$812,526.54

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$165,362.14	\$812,526.54	\$40,626.33	\$614,806.18	\$157,094.03	\$771,900.21
Percent Retained: 5%			Percent Complete: 80.18%		

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

Approved By WSB

Approved By Anderson Brothers Construction Company of Brainerd LLC



Project Engineer

August 16, 2021

Date

Date

Approved By City of Brainerd

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	05/14/21	\$83,624.68	\$4,181.23	\$79,443.45
2	06/11/21	\$204,436.47	\$10,221.83	\$194,214.64
3	07/16/21	\$359,103.25	\$17,955.16	\$341,148.09
4	08/16/21	\$165,362.14	\$8,268.11	\$157,094.03

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
016307-000 Source 1	\$812,526.54	\$40,626.33	\$614,806.18	\$157,094.03	\$771,900.21

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
016307-000 Source 1	Local	\$157,094.03	\$1,013,377.00	\$918,329.00	\$771,900.21

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$15,000.00	1	0.05	\$750.00	0.8	\$12,000.00
2	2101.501	CLEARING & GRUBBING	LS	\$2,500.00	1	0	\$0.00	1	\$2,500.00
3	2104.501	REMOVE DRAIN TILE	LS	\$3,100.00	1	0	\$0.00	1	\$3,100.00
4	2104.501	REMOVE BUILDING	LS	\$2,000.00	1	0	\$0.00	1	\$2,000.00
5	2104.504	REMOVE PAVEMENT	S Y	\$4.80	410	3.5	\$16.80	151.5	\$727.20
6	2105.601	SITE GRADING	LS	\$59,500.00	1	0.1	\$5,950.00	0.9	\$53,550.00
7	2106.607	ENGINEERED SOIL (CV) (BOTTOM OF BASIN)	CY	\$165.00	20	0	\$0.00	20	\$3,300.00
8	2545.601	LARGE RINK AND PLEASURE RINK LIGHTING (INSTALLATION OF LIGHTING INCLUDING FOUNDATIONS)	LS	\$26,200.00	1	0.5	\$13,100.00	0.5	\$13,100.00
9	2105.601	DEWATERING	LS	\$5,500.00	1	0	\$0.00	1	\$5,500.00
10	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$800.00	1	0	\$0.00	1	\$800.00
11	2573.502	INLET PROTECTION	EACH	\$125.00	1	0	\$0.00	2	\$250.00
12	2573.503	SILT FENCE, TYPE MS	L F	\$3.20	310	0	\$0.00	318	\$1,017.60
13	2573.503	SEDIMENT CONTROL LOG	L F	\$2.00	1210	0	\$0.00	0	\$0.00
14	2575.504	RAPID STABILIZATION METHOD 3	SY	\$20.00	30	0	\$0.00	0	\$0.00
15	2575.504	EROSION CONTROL BLANKET CAT 4(N), 2S	SY	\$2.25	9680	0	\$0.00	0	\$0.00

Contract Item Status									
Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
16	2575.505	TURF SEED MIX	AC	\$9,000.00	1.5	0	\$0.00	0	\$0.00
17	2575.505	NATIVE SEED MIX	AC	\$9,780.00	0.5	0	\$0.00	0	\$0.00
18	2521.518	4" CONCRETE WALK	S F	\$7.10	4460	4222.4	\$29,979.04	4222.4	\$29,979.04
19	2521.518	6" CONCRETE WALK	S F	\$10.00	24	0	\$0.00	0	\$0.00
20	2521.504	6" REINFORCED WALK AT LARGE HOCKEY RINK	SF	\$7.50	15840	0	\$0.00	15840	\$118,800.00
21	2531.518	CAST IRON DETECTABLE WARNING PLATE	S F	\$47.00	16	0	\$0.00	0	\$0.00
22	2531.602	PRECAST CONCRETE WHEEL STOP	EACH	\$75.00	2	0	\$0.00	0	\$0.00
23	2564.502	ADA PARKING SIGN	EACH	\$250.00	3	0	\$0.00	0	\$0.00
24	2582.501	PICKLEBALL COURT STRIPING	LS	\$2,507.00	1	0	\$0.00	0	\$0.00
25	2582.501	PARKING LOT STRIPING/MARKINGS	LS	\$300.00	1	0	\$0.00	0	\$0.00
26	2506.601	SANITARY & WATER SERVICE	LS	\$22,400.00	1	0	\$0.00	1	\$22,400.00
27	2540.601	BUILDING WITH PAVILION	LS	\$561,309.00	1	0.2	\$112,261.80	0.8	\$449,047.20
28	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	\$1,045.00	1	0	\$0.00	1	\$1,045.00
29	2501.602	12" PIPE APRON	EACH	\$300.00	1	0	\$0.00	1	\$300.00
30	2503.502	4" CLEANOUT	EA	\$440.00	2	0	\$0.00	5	\$2,200.00
31	2503.503	12" PP PIPE	LF	\$31.50	238	0	\$0.00	238	\$7,497.00
32	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$500.00	1	0	\$0.00	1	\$500.00
33	2505.503	4" PERFORATED DRAINTILE	LF	\$9.20	215	0	\$0.00	215	\$1,978.00
34	2506.502	CONSTRUCT DRAINAGE STRUCTURE	EACH	\$2,480.00	1	0	\$0.00	1	\$2,480.00
35	2511.507	RANDOM RIPRAP CLASS II	C Y	\$120.00	5	0	\$0.00	3.5	\$420.00
<b>Bid Totals:</b>							<b>\$162,057.64</b>		<b>\$734,491.04</b>

Project Category Totals		
Category	Amount This Voucher	Amount To Date
EARTHWORK AND REMOVALS	\$6,716.80	\$77,177.20
ELECTRICAL	\$13,100.00	\$13,100.00
EROSION CONTROL AND LANDSCAPE	\$0.00	\$7,567.60
PAVEMENTS AND SIGNAGE	\$29,979.04	\$148,779.04
SANITARY & WATER IMPROVEMENTS	\$0.00	\$22,400.00

Project Category Totals		
Category	Amount This Voucher	Amount To Date
SITE AMENITIES & MISCELLANEOUS	\$112,261.80	\$449,047.20
STORMSEWER IMPROVEMENTS	\$0.00	\$16,420.00

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
CO	1	47	2521.518	4" CONCRETE WALK	SF	\$7.20	135	135	\$972.00	135	\$972.00
CO	1	48	2521.518	6" REINFORCED WALK AT LARGE HOCKEY RINK	SF	\$7.60	7635	0	\$0.00	7635	\$58,026.00
CO	1	49	2545.601	SMALL RINK LIGHTING (INSTALLATION OF LIGHTING INCLUDING FOUNDATIONS)	LS	\$4,665.00	1	0.5	\$2,332.50	0.5	\$2,332.50
CO	1	50	2582.601	BASKETBALL COURT STRIPING	L S	\$2,265.00	1	0	\$0.00	0	\$0.00
CO	1	51	2571.524	DECIDUOUS TREE 2.5" CAL B&B	TREE	\$815.00	3	0	\$0.00	0	\$0.00
CO	1	52	2571.524	DECIDUOUS TREE 6' HIGH B&B CLUMP	TREE	\$855.00	3	0	\$0.00	0	\$0.00
CO	1	53	2571.525	DECIDUOUS SHRUB NO 5 CONT	SHRB	\$89.00	28	0	\$0.00	0	\$0.00
CO	1	54	2571.525	CONIFEROUS SHRUB NO 5 COUNT	SHRB	\$99.00	4	0	\$0.00	0	\$0.00
CO	1	55	2574.507	PLANTING BED SOIL MIXTURE	C Y	\$75.00	30	0	\$0.00	0	\$0.00
CO	1	56	2575.603	LANDSCAPE EDGING	L F	\$28.00	30	0	\$0.00	0	\$0.00
CO	1	57	2575.607	MULCH MATERIAL TYPE SPECIAL	C Y	\$125.00	7	0	\$0.00	0	\$0.00
CO	2	58	2506.601	SANITARY & WATER SERVICE	LS	\$16,705.00	1	0	\$0.00	1	\$16,705.00
CO	3	59	9000.000	LAVATORY - FAUCET	L S	\$552.00	1	0	\$0.00	0	\$0.00
<b>Contract Change Totals:</b>									<b>\$3,304.50</b>	<b>\$78,035.50</b>	

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date
1	CO	Addition of Bid Alternate 1 to the Contract	\$3,304.50	\$61,330.50
2	CO	Change Order #2 accounts for the additional time and expense incurred by Anderson Brothers for the changes for the water service to the new warming house. The size of the existing watermain was different that records indicated which resulted in the connection being made further away from the new warming house adding cost for additional dewatering and additional pipe footage.	\$0.00	\$16,705.00
3	CO	Lavatory and faucet change - (4) American Standard Lucerne wall hung lav 4" to American Standard Lucerne wall hung lav center hole. (4) Delta 4" center single lever faucet to Chicago push button faucet.	\$0.00	\$0.00

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

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

<b>WSB Project No. 016307-000</b>	<b>Owner Project No.</b>	<b>Change Order No. 4</b>
Project Title/Description: Memorial Park Redevelopment		
Owner: City of Brainerd		
Owner Address: 501 Laurel St Brainerd, MN 56401-3595		
Contractor: Anderson Brothers Construction Company of Brainerd LLC		
Contractor Address: 11325 State Hwy 210 Brainerd, MN 56401		
<b>Total Change Order Amount: \$5,390.00</b>		

Description: Sealing of all concrete sidewalks, aprons and rinks.

**Estimate Of Cost:** (Include any increases or decreases in contract items, any negotiated or force account items.)

Group/Funding Category	Item No.	Description	Unit	Unit Price	+ or - Quantity	+ or - Amount \$
016307-000 Source 1	1	CONCRETE SEALER	LS	\$5,390.00	1	\$5,390.00
<b>Net Change This Change Order</b>						<b>\$5,390.00</b>

**Due to this change, the contract time:** (check one)

<input type="checkbox"/> Is NOT changed	<input type="checkbox"/> May be revised as provided in MnDOT Specification 1806
Number of Working Days Affected by this Contract Change:	Number of Calendar Days Affected by this Contract Change:

Approved By Project Engineer: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Approved By Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Approved By Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Phone: \_\_\_\_\_



## PARKS DEPARTMENT MAINTENANCE AND RECREATION REPORT

### August 24, 2021 PARK BOARD MEETING

---

#### **Recreation Report**

##### **Recreation Update**

Summer adult softball finished August 17<sup>th</sup> and fall adult sports started August 16<sup>th</sup>. It's been a busy week! Summer plaques for end of season tournament champions and runner-up are in the works.

Our registration numbers are:

Monday MS2 (lower men's softball): 7

Tuesday Kickball(coed): 12

Wednesday MS1(upper men's softball): 7

Thursday Coed Softball: 9

All leagues are projected to finish the 2<sup>nd</sup> week of October.

Pond Hockey and Warming House attendant descriptions will be modified and published mid to late September looking for more participants (rebuilding) and recruiting warming house employees early. Warming Houses typically do not open until mid to late December.

##### **Community Ed & YMCA Update**

Preliminary meetings have started taking place discussing feedback and how we can better meet needs of both organizations. Staff is preliminarily reviewing and looking at possible revisions for 2022 contract.

##### **Special Events**

National Dog Day Meet and Greet will take place at the Buster Park Dog Park on Thursday, August 26, 2021. This will be a low-key way for dog owners to meet other dog owners, enjoy our park as well as the boom lake trail.

The Coed Softball Tournament of Terror is projected to take place on October 9, 2021. This is a "fun" tournament where the rules are goofy i.e. running the bases backwards, batting/throwing opposite handed, & etc every other inning. Teams also will be asked to have a certain percentage of their team dress up. The Eagle's Club has tentatively requested to sell beer at this event.

Great Pumpkin Festival projected to take place on October 16, 2021, from 1-4 p.m. at Gregory Park with more emphasis on pumpkins this year. Volunteer and vendor recruitment is still a work in progress.

##### **Dog Park Wildflower Beds**

Staff is working with Holly Holm, Master Gardener "Intern", and some other potential partners to create a plan to spruce up those beds.

---

#### **Parks Maintenance Report**

##### **2022 City Council Budget Workshop**

Based on the information that was presented to the Park Board over the last couple of months, Chair Yeager will be presenting the Parks and Recreation budget to the City Council at their workshop on August 30, 2021. Other members of the Park Board are welcome to attend the workshop. The workshop will begin at 6:00 PM.

##### **Kiwanis Park Bridge Vandalism**

Staff were able to participate in a Lakes Area Restorative Justice meeting after the Brainerd Police Department was able to track down one of the vandals that spray painted under the College Drive Bridge. As part of the restorative justice



process, the vandal had to repaint the entire sloped under-area of the College Drive Bridge and remove the graffiti that was in place. This process has been very beneficial in the past for both restoring the damage and teaching valuable life lessons to kids that make mistakes and vandalize our parks and infrastructure.

### **Mississippi River Landing RFP**

Proposals for Mississippi Landing design and construction services are on August 26. Staff will be setting up a meeting with the Project Management Team thereafter to review the proposal contents and come to the Park Board with a recommendation for award at a planned Special Meeting on September 7.

### **Triangle Park Playground**

Public works staff have been busy removing the old playground equipment at Triangle Park in anticipation of an install of the new equipment at the end of August. The old equipment will be removed, the ground graded underneath for the equipment, the new equipment installed, and then the border and wood fiber material placed. From there, restoration of the black dirt around the playground will commence. Most work at the site should be completed in mid-September.

### **Maintenance Tasks Completed in the Month Prior**

Below is a list of maintenance tasks that were completed in the month of July/August:

- New signs made for field dedication;
- Constructed frame and hung Jonesy Field sign at Jaycees;
- Planted grass at Gregory Park;
- Miscellaneous black dirt and landscaping;
- Fixed vandalism Gregory Park men's room;
- Repaired lighting issue at Field #1 at Memorial Park;
- Fixed hydraulic leak on Toro Mower;
- Replaced broken pier boards at Kiwanis Park;
- Sodded Bane Park both field mounds;
- Watering trees and grass;
- Grinding stumps in all parks;
- Removed and ground downed trees Lum Park, Gregory Park, and Memorial Park;
- Fixed broken lock in Memorial Park's women's room;
- Trimmed trees at Historic Water Tower;
- Spraying herbicides second application;
- Weeded College Drive Milkweed;
- Fixed Boom lake Pier;
- Planted memorial tree at Gregory Park;
- Removed batting cages for season;
- Repaired miscellaneous picnic table damage;
- Had bridge painted at Kiwanis Park;
- Miscellaneous weed whipping;
- Purchased and stored timbers for Triangle Park Playground;
- Marked trees for removal;
- Spraying for wasps;
- Replaced battery in truck;
- Vacuumed up pine cones Lum Park;
- Added/spread mulch in Buster Park;
- Mowing Daily;
- Garbage daily.