



## CITY ENGINEER/PUBLIC WORKS DIRECTOR REPORT

### February 7, 2022 CITY COUNCIL MEETING

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## Recreation Report

### Recreation

1. Brainerd Early Bird Tournament will take place on Saturday April 23 at Memorial Park. The Tournament is a Men's C/D 12 team double elimination tournament. We will be supported by the Eagles Club for beer and burgers. We have not opened registration quite yet, but we have received a lot of interest. Save the date event on Facebook has been created.
2. Youth Sports page on our website has been updated to reflect Brainerd Family YMCA and Brainerd Community Ed offerings and directional links to their registration and information platforms.
  - a. At this time Registration for Bronco and Mustang Baseball as well as Youth Tennis is being received by Community per their Brainerd Community Education Winter/Spring Guide that was released earlier this month.

### Youth Pond Hockey

- 1 Penguin Team total of 21 participants (decision to only have 1 team is regarding scheduling conflicts and covid-19 exposure)
- 1 Polar Bear Team total of 14 participants
- 1<sup>st</sup> set of games are this Saturday in Niswaga.
- 4 on 4 Youth Pond Hockey Jamboree is to be held at Memorial Park on February 19.
- We did receive one applicant for the Youth Pond Hockey Official position who is in the process of being hired. Along with another individual who has stated interest.
- Being this is the first year I have overseen the Youth Pond Hockey program it has been noted by coaches a lot of the equipment is extremely outdated and we will be going through and tossing any equipment that does not meet expectations at the end of the season before bringing back to cold storage. We are hoping to rebuild the program and add more quality equipment for participants as time goes on. If you hear of anyone wanting to donate hockey skates, equipment, sticks, etc. please refer them to Memorial Park to drop those things off.

### Adult 4 on 4 Pond Hockey

- 8 teams total signed up
- Adult 4 on 4 Tournament Championship night to take place on Tuesday, February 22 at Memorial Park & Bane Park.

### Warming Houses

Nothing to report beyond an ice issue on the north end of Memorial Park. For some reason the ice melts a high rate to which has cause some scheduling issues for pond hockey. It becomes unsafe when cement or even dirt for that matter is exposed. Maintenance staff has been tasked to try to fix the issue.

This year we will be looking at the variability of temperature/windchill and number of skaters. We can service anywhere from 60-100 people one day then 0-10 the next. After this winter season is over, we will be analyzing how we can better staff the warming houses and/or improve our weather policy to better utilize city budgeted dollars/employee time as well as provide a desired service to the public when it's desired moving forward.

### Special Events

1. The Valentine's Day Skating Party will take place on Sunday, February 13, 1:00-4:00 p.m. in Gregory Park.
2. Smooch a Pooch event will take place on Monday, February 14, 3:30-5:30 p.m. at the Buster Dog Park.

### Field Banner Program

Emails were sent out to all organizations who put up a banner last year or 2020, remarkably several have even upped their commitment. New organizations will be sent the new field banner program packet in the next month. If anyone on the park board has connections to an organization who may be interested, please forward their contact information to me.

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## **Parks Maintenance Report**

### **Meeting with Kiwanis Club about 2022 Projects**

Staff met with the Kiwanis Club on January 3<sup>rd</sup> at their monthly meeting to present to them the projects to take place in Kiwanis Park in 2022. This was also accompanied by a scoping meeting with Travis Miller from TWM Architecture, Troy Harris, and Shawn Strong – City IT Director to review the project budget, scope out the needs of the restroom and pavilion facilities, and look at other items like security cameras (both on the restroom facility and under the bridge). Staff will be bringing a completed scope of work document to the February Park Board meeting for approval by the board, along with an estimate of hours and cost for TWM Architecture to complete the drawings necessary to complete the construction. The Kiwanis Club is interested in helping any way they can for the project, including installation of more benches, new club signage, and better wayfinding in the park. Staff will continue to work with the Club on items they are interested in assisting the city with, or any items that they would like included in the revamping of the buildings and structures in the park.

### **Jaycees Park**

Staff, along with Park Board Member Yeager, have a meeting with Shane Riffle from the YMCA to discuss future and programming at Jaycees Park. This stems from the playground installation conversation and ensuring what we are doing at the park matches the future use and visioning at the park to ensure we don't install the playground in a location that may impact the future other improvements at the park. There is also a visioning type session at this Park Board meeting that will assist in this conversation to ensure the proper placement of the playground equipment.

### **Other Park Capital Items**

Staff has been busy in the month of January beginning capital project and equipment ordering including the Dasherboard system for Memorial Park small rink, the lighting system for the Memorial Park small rink, the capital ballfield groomer equipment, new picnic tables for Kiwanis Park (after the capital projects), a couple of grilling stations for replacements or additions (at either Lum Park or Kiwanis Park), park benches (for placement in any park or along our developed trail system), 800 mhz radios for Parks and Public Works employees, and pricing our security systems for both Kiwanis Park and the College Drive bridge. All these items were in the capital budget, along with other items that will be scoped and ordered at some point in the spring/summertime months (weed and feed for parks, ADA upgrades, signage, etc).

### **Memorial Park Ice Conditions**

Staff has been researching the poor ice conditions on the north end of the new Memorial Park Hockey rink and how to resolve these issues in the future. Being the rink is on concrete, the power of the sun melts the ice approximately 2-3 feet out from the north end boards continuously. The remedy to this issue is getting enough ice on the rink (2-3 inches) and doing some other measures to prevent melting of the ice near the board on sunny days. Staff will be working next fall to implement some other measures to reduce the reflectivity of the boards, sealing the bottom side of the boards up so that water is contained inside the rink (so when it melts it re-freezes overnight), and continuing to work to get a sheet that is thicker so that it does not melt to concrete in the future.

### **Maintenance Tasks Completed Month Prior**

During the month of December and January, Parks Maintenance staff have been working on the following items:

- Flooding all rinks daily as weather allows.
- Snow removal from rinks, city owned properties and parking lots, and city paths as snow falls.
- Finding and ordering capital equipment items.
- Garbage runs at Buster Dog Park.
- Catching up on all OSHA training.

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## **Street Maintenance Report**

### **Maintenance Tasks Completed Month Prior**

Since the last large snow events in December, Street Department Staff have been working on widening out streets and

removing/hauling snow with the snow blower and trucks to make room for any large snow events that may take place in the coming months.

### **Public Works Addition Update**

We have been waiting many months for steel trusses and pre-cast wall segments so that the addition of the street department for the parks department can begin. In the meantime, Nor-Son and its subcontractors have been on site completing the interior remodel work and other incidental items that were included in the plan. These items have been completed and the street department have moved back into their offices. We do not anticipate the Parks Department staff moving until the fall or early winter at this time due to the addition not being constructed. The new unit heaters that were approved at the last council meeting have also been ordered and will be installed sometime in the next couple of weeks.

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## **Engineering Report**

### **2022 Construction**

Engineering staff have been extremely busy preparing for 2022 construction. This includes plan preparation, review by other agencies, and continued coordination with utility providers (cable, BPU, gas, etc.). A brief description of the proposed 2022 projects can be seen below:

#### **North Brainerd Reconstruction Project**

This includes the reconstruction of the following streets:

North 3<sup>rd</sup> Street – Washington Street to Holly Street

North 6<sup>th</sup> Street – Washington Street to Juniper Street

North 7<sup>th</sup> Street – Kingwood Street to Holly Street

Juniper Street – N 2<sup>nd</sup> Street to N 10<sup>th</sup> Street

This construction will be very heavy in nature. Most of the streets within these limits have the old concrete underneath from the early 1920's. All of this will be removed as part of the project construction. New watermain is planned throughout the project limits to correct and straighten out a lot of areas in which BPU has issues. The storm sewer in all the streets is severely undersized, and thus with large rain events, we see localized flooding. This storm sewer will be upsized to hopefully cure most of these issues. There are constraints on upsizing of the storm sewer, as the connection point at the end of the runs is the constraint on sizing.

The planned layout does include the return of a median on N 6<sup>th</sup> Street along with pedestrian bump outs in many locations on N 6<sup>th</sup> Street, Juniper Street, and N 7<sup>th</sup> Street around Gregory Park. We have seen a huge success using these around Garfield School and will continue implementing these in the future to provide safe pedestrian crossings where the pedestrian is visible and has a short crossing distance.

Sidewalks in the project area will be repaired, along with curb ramps being upgraded to meet ADA standards.

The city held a public informational meeting back in December on this project. Staff also has a meeting with the Brainerd North Side Association to discuss the proposed improvements on February 9<sup>th</sup>.

### **Cuyuna Lakes State Trail**

With the \$1,100,000 in appropriated money from the DNR, it is the intention to construct the NP Center Segment and the West Segment of the Cuyuna Lakes State Trail in 2022. If the City is successful in receiving bonding money in 2022, the trail would be extended easterly across the large wetland complex to 28<sup>th</sup> Street in 2023.

With the planned trail traveling down Laurel Street and SE 12<sup>th</sup> Street, the intention is, to avoid large amounts of right of way acquisition and property easements, is to narrow the street and resurface these three blocks of street (Laurel Street – 12<sup>th</sup> – 13<sup>th</sup> and 12<sup>th</sup> Street – Norwood to Laurel). The trail will be placed on the north side of Laurel Street and on the west side of 12<sup>th</sup> Street. The narrowing will allow for the trail to be placed with minor temporary construction easements. Parking will be removed from these sides of the street.

## **2022 Seal Coat Project**

The 2022 seal coat project will include seal coating of numerous street segments that have been constructed in the last couple of years. They include:

College Drive: CSAH 48 – Quince Street

4<sup>th</sup> Street South – S 6<sup>th</sup> Street to College Drive

10<sup>th</sup> Street SE – Willow Street and south to dead end

Brook Street – S 8<sup>th</sup> Street to 13<sup>th</sup> Street SE

10<sup>th</sup> Avenue NE – TH 210 to J Street NE

H Street – Mill Avenue to 13<sup>th</sup> Avenue NE

### **S 6<sup>th</sup> Street – Joseph Street to Greenwood Street**

MnDOT is planning the reconstruction of S 6<sup>th</sup> Street from Joseph Street to Greenwood Street in 2022. This will be a full reconstruction of the section. The City Council gave municipal consent for this project at the February 20, 2021, City Council meeting. MnDOT has been working on finalizing the design. A cooperative construction agreement will be coming forward within the next month in which outlines the City of Brainerd's cost participation in project items such as signal work, aesthetic treatments, sidewalks, retaining walls, etc. The City advanced its State Aid funds to pay for the improvements and cost shares on the Trunk Highway.

Along with this project, the city will be constructing the remainder of Greenwood Street. MnDOT is re-aligning Greenwood Street back a way to come in perpendicular to the highway. The remainder that is remaining unpaved will be a short distance, and City staff have been working on a State Aid plan to finish the paving and for the construction of Greenwood Street in 2022.

The proposed layouts of this project are available upon request.

## **East River Road Reconfiguration**

Along with the Mississippi Landing Trailhead project, the City Council elected to include the reconfiguration of East River Road in front of the park in the 2022 capital plan. This will include the inclusion of diagonal parking, pedestrian bump outs, and on-street trail re-alignment to fit the diagonal parking. Drawings of the proposed configuration are available upon request.

## **Other 2022 Maintenance Projects**

Other minor maintenance projects performed in 2022 will include our annual crack sealing program, large patch program, and street striping.

Once the capital plan is approved for 2022 and beyond, staff will be updating the website with the most up to date information and plans to keep the public informed on current and future construction projects.

## **Buffalo Hills Gully Project**

Staff continues the work with HRGreen to scope and design repairs to the large gully that has formed between Buffalo Hills Lane and Rotary Park. The survey and preliminary scoping elements have been completed, and a conceptual option has been developed in which includes piping the stormwater a distance (approximately 2/3 of the way to Rotary Park) and then out letting the pipe to a riprapped channel near Rotary Park. This will solve the issues related to the erosion in the channel and provide a long-term improvement and stable channel that is easily maintainable.

Now that this information is available, the plan is to return for a second public meeting to inform the residents near the gully on our findings and update them on the project. This will be held on February 24<sup>th</sup>, 2022, from 6:30 PM – 7:30 PM.

## **South 5<sup>th</sup> Street**

City staff met with School district officials to discuss the reconfiguration of S 5<sup>th</sup> Street and the planned work at the High School in 2022. The district intends on reconfiguring the street to the approved plans in 2022, along with the demolition of Lincoln elementary and the construction of the two parking lots between Oak Street and Quince Street. Lanes will be re-configured from May to June to help contractors on site in the demolition process at the High School with placement of dumpsters and equipment. A full closure of S 5<sup>th</sup> Street is anticipated from June to the end of August to assist in the reconfiguration of the street along with the adjacent works at the High School and demolition at Lincoln.

### **Historic Water Tower**

Staff has been working with the Water Tower Committee and LHB to finalize plans for the Historic Water Tower roof and prepare for bidding of the project.

### **CEAM Conference**

Staff attended the City Engineers Association of Minnesota Conference on January 26-28. There was approximately 2 ½ days of materials and staff was able to garner about 15 hours of professional development hours at the conference. These hours are needed to renew engineering licensure in Minnesota. City Engineer/Public Works Director Sandy was elected as President of the Organization at the annual business meeting. There were approximately 500 people in attendance, in person, at the conference.

### **Other Items of Interest**

- Staff continued scoping out improvements for 2022 construction at Kiwanis Park with TWM Architecture. A presentation to the Park Board will be had at the February 22 meeting.
- CEAM Legislative Committee – Held our kick-off meeting and got updates from MnDOT, League of Minnesota Cities, and others related to legislative issues that may be coming up in the 2022 session that effects City Engineers and Public Works operations.
- City Engineer/Public Works Director Sandy participated in an interview panel for the MnDOT District 3 State Aid Engineer vacancy. This vacancy is after the long-standing State Aid Engineer Kelvin Howieson retired in November. The panel provided a recommendation that will be sent down to the MnDOT central office in St. Paul for review and approval. Announcement is expected in the coming weeks.
- Region 5 Transportation Advisory Council meeting was held on Wednesday, February 2. The Council reviewed Transportation Alternatives Applications and STBGP Block Grant Applications and provided a ranking of the applications to the ATP-3 for funding review and approval.

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### **Transit Report**

- Training Transit Operations Specialist on verification and reporting. She is now doing it on her own and consulting me when issues arise.
- Crow Wing County - 3rd Party Contractor Cost Evaluation and Future Projections working with Tim Houle. This information was presented to the County Board. It is anticipated that the County will be looking at a small fair increase to cover the increased cost of services from the 3<sup>rd</sup> Party Contractor.
- MnDOT Vehicle Statistics: Updated Software and Training
- RouteMatch is moving to Amazon Web Services. Transit staff have been testing the data conversion in AWS before it goes live.
- Continued working with the operational staff from Jefferson Lines on the daily operations of the system. Ridership has increased through the winter months, as it usually does.