

**Brainerd, MN  
March 16, 2021**

Pursuant to due call and notice thereof, the special meeting of the Brainerd Park Board was called to order at 4:00 P.M. by Board President Yeager.

Upon roll call, the following members were noted as present: Parks, Rushmeyer, Schaefer and Yeager. Board member Boeder was noted absent.

Also noted present were City Engineer Sandy and Recreation Coordinator Kaufman.

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

**Approval of the Agenda - Approved**

MOVED AND SECONDED BY MEMBERS PARKS AND SCHAEFER, DULY CARRIED, TO APPROVE THE AGENDA AS PRESENTED.

**Approval of the Consent Calendar - Approved**

MOVED AND SECONDED BY MEMBERS PARKS AND RUSHMEYER, DULY CARRIED, TO APPROVE THE CONSENT CALENDAR.

**A. Approval of The Minutes of the Regular Meeting held on January 26, 2021**

**Unfinished Business**

**Request to Review and Award Memorial Park Redevelopment Project - Approved**

Mr. Sandy reported that bids were opened on March 1, 2021, for the Memorial Park Redevelopment Project. In total, three bids were received from Anderson Brothers Construction of Brainerd, Odesa II, and Landwehr Construction. Bid information was included with the meeting packet. The total low bid of \$1,243,356 from Anderson Brothers includes the base bid, alternate one (the smaller hockey rink), and the Sourcewell items that include the Dasherboard systems, lighting, and rubber tiles for the player bench area. Budget numbers based on bond proceeds issued by the City, the parking lot purchase from Brainerd Industrial Center, WSB's fees and the additional 2021 Park budget allocation of \$260,000 leaves a working budget of \$1,164,810. Mr. Sandy and Mr. Sonmor met with Anderson Brothers, the apparent low bidder, to look at some value engineering items to try to reduce that cost but found nothing significant at this time. Possible options for the Park Board to consider include constructing alternate one per the plan and not buying the boards and lights this year, which would keep the project under budget but wouldn't leave much for a contingency, construct alternate one and put up temporary wood boards until the Dasherboards and lights can be purchased, or not construct alternate one at this time. It is staff's recommendation to award, at a minimum, the base bid of \$918,329, and authorize staff to purchase the Sourcewell items that total \$154,319, which gets the total base bid constructed at a cost of \$1,072,648. If staff finds by the next Park Board meeting that alternate one becomes feasible, it could be a change order onto the contract if the Park Board wishes.

It was noted that a stick built building is in the original plan but due to the current cost of building materials a CMU building wouldn't be a significant price difference and may even cost

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less. There is the option to do a change order and have Nor-Son come up with a CMU design instead of stick built to make it look like the other buildings at Memorial Park.

Board members asked for confirmation that the Board had previously approved removing player benches from the base bid.

MOVED AND SECONDED BY RUSHMEYER AND SCHAEFER, DULY CARRIED, TO AWARD THE BASE BID FOR THE MEMORIAL PARK REDEVELOPMENT PROJECT IN THE TOTAL BID AMOUNT OF \$918,329 TO ANDERSON BROTHERS CONSTRUCTION OF BRAINERD, LLC, AND TO APPROVE PURCHASE OF THE SOURCEWELL ITEMS FOR THE BASE BID INCLUDING THE DASHERBOARD SYSTEMS, LIGHTING, AND RUBBER TILES FOR THE PLAYER BENCH AREA IN THE TOTAL AMOUNT OF \$154,319, AS PRESENTED.

**Request to Set Design Standard Meeting #1 with Widseth and the Park Board – Direction Given**

Staff recommends setting a kick-off workshop with Widseth to work on the design standard creation for the park system. Widseth staff will then work on a draft to present to the Board. The Chair recognized Mike Angland and Lindsey Kriens from Widseth. Mr. Angland said the kick-off meeting will give the Park Board the chance to discuss expectations and opportunities for branding and what they would like to see moving forward. Ms. Kriens added that design standards is a great opportunity and creates a unified approach to building and maintenance projects. Mr. Sandy said this will be more of a workshop setting with ideas being shared versus a formal meeting format. He will poll the Park Board members for a special meeting date to be scheduled the first or second week in April. Board members agreed to use the 2020 park evaluations and the earlier facility study for reference.

**Public Forum**

The Chair opened the public forum at 4:38 p.m.

No one came forward.

The Chair closed the public forum at 4:38 p.m.

**Adjourn**

The Chair adjourned the meeting at 4:39 p.m.

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Kim Finch  
Administrative Specialist