

## **PARK BOARD**

City of Brainerd, Minnesota  
City Hall, 501 Laurel Street, City Council Chambers  
Tuesday, January 24, 2023, @ 4:00pm

The public is invited to attend this meeting in person  
Attend by phone: 1-844-992-4726 Meeting Access Code: 2486 805 3254

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

2. **Roll Call**

\_\_\_ J. Miller \_\_\_ K. Schaefer \_\_\_ A. Shipe \_\_\_ K. Yeager  
\_\_\_ T. Rushmeyer

3. **Pledge Of Allegiance**

4. **Election Of Officers**

5. **Approval Of Agenda**

6. **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**

December 20, 2022 Minutes

*Documents:*

*2022-12-20 Park Board draft minutes.pdf*

B. **Approval Of The Disbursements**

Month of January 2023

*Documents:*

*AP Disbursements January.pdf*

7. **New Business**

A. **Approve 2023 Tree Plantings**

*Documents:*

*2023-01-24 - 2023 Trees Order.pdf*

B. **Discussion On Emerald Ash Borer**

*Documents:*

*EAB Management Grant Direction.pdf*

C. **Discussion On Parks Lighting Standards**

*Documents:*

*2023-01-24 - Parks Lighting Standards.pdf*

D. **MLT Proposed Use Of Remaining LCCMR Funds**

*Documents:*

*2023-01-24 - MLT Park Remaining LCCMR Funds.pdf*

E. **Recommend City Code Revision For Sale And Consumption Of Alcohol In Parks**

*Documents:*

*2023-01-24 - Alcohol in Parks.pdf*

F. **Approve Joint Workshop Of Park Board And Brainerd City Council**

*Documents:*

*2023-01-24 - Joint Workshop for PB and CC.pdf*

G. **Approve Facility Permit- Two Paddles Event At Lum Park**

*Documents:*

*2023-01-24 - Two Paddles Event.pdf*

H. **Approve Facility Permit- Brainerd Lakes Pride Event At Gregory Park**

*Documents:*

*2023-01-24 - Brainerd Lakes Pride Event.pdf*

I. **Approve BBB And BBBA 2023 Contracts**

*Documents:*

J. **Discussion On Park Planning Timeline**

*Documents:*

*2023-01-24 - Park Planning Timeline.pdf*

K. **Discussion On MLT Grand Opening/Ribbon Cutting**

*Documents:*

*2023-01-24 - MLT Grand Opening\_Ribbon Cutting.pdf*

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. **Board Member Reports**

10. **Staff Reports**

January Department Reports

*Documents:*

*2023-01-24\_Recreation and Maintenance Report.pdf*

11. **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"

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

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

Also noted present were City Engineer/Public Works Director Dehn, Maintenance Foreman Harris, Community Development Director James Kramvik, and Recreation Coordinator Kaufman attended online.

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

**Approval of the Agenda - Approved**

MOVED AND SECONDED BY BOARD MEMBERS YEAGER AND BOEDER, DULY CARRIED, TO APPROVE THE AGENDA.

**Approval of the Consent Calendar - Approved**

MOVED AND SECONDED BY BOARD MEMBERS YEAGER AND SHIPE, DULY CARRIED, TO APPROVE THE CONSENT CALENDAR.

- A. Approval of the Minutes of the Regular and Special Meetings held on October 25, November 15, November 22 and December 6, 2022**
- B. Approval of the Disbursements for December 2022**
- C. Financial Report for November 2022**
- D. Approval of Year End Transfer of Funds**

**Presentation**

**Musco Lighting**

Public Works Director Dehn introduced Scott Pietz from Musco Lighting. Scott discussed converting the City's early Musco Lighting HID light system to an LED format. The HID technology is no longer manufactured and due to the nature of the light source, bulbs are harder to source and most likely will be phased out. The cost estimate he provided was based on an LED light system with a full 25-year warranty on the system. Musco Lighting can remote in and notice issues that need service work and send someone to fix the problem. Current life span of the lights we have on the field is 3000 hours. The life of the HID light falls off rather quickly as it ages. From a playability and performance standpoint, the LED technology far out-trumps the HID system. Regarding the HID system we currently have, maintenance items are the lamps themselves that should last approximately 3,000 hours, ballasts and capacitors that could last one or more lamp cycles. LED lights will last approximately 90,000 hours before they lose 10% of their light. He bases the usage in Minnesota to be about 250 hours a year. Another perk of LED system, the maintenance is done from a driver about 10 feet from the ground. They can remote in and run



diagnostics and help maintain lights from a distance. They state there is less than 10% chance they would ever have to go back to the top of the pole to do any maintenance again.

Shipe asked about the 25-year warranty and what happens after the warranty period is over. Scott explained they still have technicians, service and warranty department that helps with any lighting issues. They can also request a local contractor to come service the work.

Shipe asked about the common A/B poles that are shared on the estimate. Scott said that the nice thing about fields close enough together is that you can have common poles. Even if only one field is done at a time, the common pole would be ready to accommodate additional lights when/if the second field is done.

Schaefer asked about maintenance and turn around time. Scott said they always ask where the light is located that needs to be fixed and when the lights are needed. If they cannot make it there in time, they will hire a local contractor that is equipped to service Musco Lighting. Schaefer also asked if it is okay for Troy or any of city staff can work on these lights while they are under warranty. Scott reassured that yes, they would work with our staff to help with any maintenance issues.

Boeder expressed his concern that this was pushed back due to budget and wanted to know if costs would dramatically increase in the next year or so. He also asked Scott if there are still bulbs for our current light system to get our system up to par. Scott said they do have some parts and he knows of local contractors that have some parts as well, even used parts, that can be sold to help with any issues.

Yeager asked specifically what does the warranty not cover? Scott stated acts of God, lightning strikes, tornadoes, vandalism, things of that nature would not be covered. Typically, these are the things that are covered by your insurance. Hail does not really have much effect on the new LED housing units. Yeager asked also about the 250 hours Scott based his numbers on, wondering if this is a typical municipal use for Minnesota. Scott confirmed that is an average use in Minnesota.

Mr. Dehn asked for clarity on the heights of the poles. Scott says they look at it from an on field and off field standpoint. Scott said if you look at retrofitting the poles, the warranty is scaled back to a 10-year warranty, because they don't have control of the wood poles. Wood structures can twist and turn over time each year, you will have dark spots on the field and more re-aiming of the lights will be needed. LED system is more critical to aim the lights correctly on the field.

Yeager asked Dehn about the cost of the transformer, as it is not included in the bid. Scott reiterated that we would not need to purchase a new transformer. Dehn said if we were to bid this project out, we would have BPU look at the transformer and make sure it would be adequate for years to come.

Shipe asked if we have worked with the contractor in Foley before? Harris confirmed that the City has not worked with Starry Electric in Foley, but that he does have a lift to get up to the top of the pole. Shipe asked if we should have Starry Electric do an assessment to make sure we spend the \$50,000 the right way on the light repairs. If we repair all the ballasts, capacitors, and bulbs, then we should have about 3000 hours- it's a new retrofit for the lights.

## **New Business**

### **Lighting Workgroup**

Director Kramvik asked for a volunteer to be part of a small workgroup for color temperature standards in lighting. Park board members were excited to be a part of this group. Shipe and Yeager both volunteered to be a part of the group.

MOVED AND SECONDED BY BOARD MEMBERS SCHAEFER AND BOEDER, DULY CARRIED, TO APPROVE SHIPE AND YEAGER AS VOLUNTEERS FOR THE BRAINERD COLOR TEMPERATURE STANDARDS IN LIGHTING WORKGROUP.

### **Lum Park Tree Order**

Director Dehn discussed as part of the budget process we had \$25,000 that rolled over to 2023 so we have \$50,000 to plant trees in our parks in 2023. Staff is looking for the board to decide how they want to spend the money on trees, diversification, quantity, and location. Director Kramvik added his insight on the trees already in Lum Park and his idea, along with Dehn, of 1/3 of 8-foot evergreens costing about \$1,000 each, 1/3 of 2" ball and burlap deciduous trees, costing about \$1,000 each, 1/3 of 15-gallon deciduous trees, costing about \$500 each. Their thoughts would place about 40 trees in Lum Park, 16 in Gregory Park and 10 in Jaycees Park. Due to storms this past summer, Lum Park lost 49 trees.

The park board would like to discuss as a group and believe the Master Plan of each park should be considered when thinking about purchasing and placement of trees. Comments were made about placing trees strategically to help with ice rinks or ball fields for shade reasons. Yeager said they should really determine what they want to keep as open spaces in parks. Kramvik said he could look at Memorial Park's hockey rink to determine spacing and how many trees would be needed to help with the rink. As far as timeframe to order trees, Kramvik said that starting to contact companies at the beginning of March would be good. Park board would like to take the next couple months to make decisions on types, quantity, and placement of trees.

Kramvik stated he would look at Memorial Park before the next park board meeting and bring back some information to the park board. Shipec asked if ARPA funds could be used for Lum Park trees, particularly shade areas by the beach.

### **Park Garbage Maintenance Policy**

Director Dehn stated that there were concerns at the last park board meeting regarding garbage cans in the park. Dehn said that there is no specific policy, they try to time it with weather and when they start putting away picnic benches. Schaefer asked why there are not garbage cans all year long for residents using the parks. Harris commented that parks that are not in use with warming houses/rinks have always been winterized. Picnic benches are brought in and stored, garbage cans are power washed and stored. He said he could always put one out in each park if needed. They have had past scenarios where the park garbage was taken advantage with personal garbage disposal and the snowplow has hit the cans also. The parks that are not used do not typically get plowed, so it will require more staff hours to collect the garbage. Board and staff decided the plan next fall will be to leave at least one can out in each park until snow falls.

### **Lum Park Road Boat Launch Light**

Director Dehn discussed the topic of a potential light by the Lum Park boat launch. There is an option for just one light by the launch or a couple of poles illuminating further down the road. Staff recommends that if a light is wanted by the launch, just to get the one pole by the boat launch and do it prior to the resurfacing of the street, with a cost of \$921.83. The board wanted to know who really brought this topic up and if a light is truly needed. Yeager asked if we have had any complaints for not having a light at this location? He mentioned that this light would be right in the neighbor's backyard and does not seem necessary. If complaints start to happen more regularly in the future, the board feels they can look at options, possibly even solar options, at that time.

MOVED AND SECONDED BY YEAGER AND SCHAEFER, DULY CARRIED, TO NOT APPROVE A LIGHT AT LUM PARK ROAD BOAT LAUNCH.

### **Proposed Amphitheater Policy**

Director Dehn discussed the proposed Amphitheater policy and application and recommended approval of both. Shipe had concerns about the tent canopies and the potential for people to use stakes. He stated we may want to add that no stakes should be used and use weights to hold tents instead. Schaefer asked if the City would be purchasing sandwich boards for people to rent. Dehn said the City would purchase these boards and have them in storage at the specific location. Yeager asked if the general park rules should be added as well. He also asked about the alcohol verbiage and wondered if we should hold off until that is finalized. Dehn said it reads this way in City Code and thought we would make a change to it once the code has been finalized. Rushmeyer wants to make sure that we don't have too many rules to deter people from using the parks. Schaefer questioned the porta-potty on the application, wanting us to ask more details where those would be located, if it was requested on an application.

MOVED AND SECONDED BY YEAGER AND SHIPE, DULY CARRIED, TO APPROVE THE PROPOSED AMPHITHEATER POLICY AS IS WITH THE FOLLOWING CHANGES: ADD A NO STAKES CLAUSE TO THE 12 X 12 CANOPIES, ADD GENERAL PARK RULES APPLY AND HERE ARE ADDITIONAL, AND ADD A GENERAL QUESTION REGARDING LOCATION FOR THE PORTA-POTTY IF NEEDED IN THE APPLICATION.

### **MLT Proposed Use of Remaining LCCMR Funds**

Dehn discussed the MLT remaining LCCMR Funds of approximately \$549,000 for the project. Expenses that would be grant eligible would have to fall within the given scope of the project that was included in the grant application. To include work that is not in the original scope, staff would be required to submit a request for amendment and be approved by the State. Dehn recommends staying within the scope of the project to use the remaining funds.

Shipe shared his ideas of adding Wi-Fi, more history information of the river, fish, trees, and geology as education materials, water bottle filling station, kayak wash station, a bike maintenance station, and security cameras.

Yeager shared his ideas of adding great playground equipment, Wi-Fi, security, art sculptures from a local vendor or creator.

Schaefer also had a water bottle filler, berms, history, workout equipment more focused on adults like what is at the arboretum, something lower maintenance.

Yeager clarified the money could not be used for future maintenance. Rushmeyer felt a special meeting should be held to discuss this further.

Mr. Don Gorham came forward from the Brainerd Riverfront Committee. He mentioned an idea that is outside the original scope stating the vision was parks, vistas, and trails to connect the community to the river. He likes the idea of adding a trail. MLT was always meant to be a starting point, trying to connect neighborhoods with the Mississippi River. He loves the idea of art sculptures in the park. Wi-Fi would benefit the educational portion of the park. He explained the boundaries of the park to the board and obstacles of making a trailhead. Topography is very steep behind the Northstar apartments.

Rushmeyer commented these are all great ideas but will not add up to using \$549,000. This may require an additional meeting with the original project management team to sit down and plan out the use of the funds, making sure we use the money wisely for the community. The board asked what the deadline is for using the funds. Mr. Dehn was not positive, thinking it was June of 2023, but would get that detail and bring it back to the next meeting. Rushmeyer and Gorham both thought it was through the end of 2024 but will wait to hear from Dehn on that. Dehn posed concern regarding a trail, the money would be used very quickly, and the trail would be dead ended, which is not a good situation. If the money does not get used, it does go back to the Environmental Trust Fund at the State. The board decided they need an MLT Taskforce and plan

to setup a special meeting at the next regular Park Board meeting in January. Dehn will see if some of the current ideas would be eligible under the scope of the grant before the next meeting.

### **Approve Guardrail Change at Tamarac St. and S. 7<sup>th</sup> Street**

Director Dehn discussed the intersection of Tamarac and S. 7<sup>th</sup> Street and the old guardrail that does not serve a safety purpose. It has never been used based on its condition. As part of the South Brainerd Reconstruction project, Dehn recommends removing the guardrail and not putting any new installation in, just update the signage. Cost would be about \$500. Board is wondering why this is coming up and what happens if it is just left? Dehn commented nothing would happen, it just does not look the best. From an engineering standpoint, there is no safety risk to remove it.

MOVED AND SECONDED BY YEAGER AND SCHAEFER, DULY CARRIED, TO LEAVE THE GUARDRAIL AS IS FOR NOW AND DEAL WITH IT DOWN THE ROAD IF IT REQUIRES REPLACING.

### **Public Forum**

The Chair opened and closed the Public Forum at 6:02 p.m.

### **Board Member Reports**

Each member of the board took a moment to thank Tim Boeder for his years of service on the Park Board. They appreciated his personality and always bringing his true self to each meeting. He brought a viewpoint from the umpire and referee standpoint which has been great for the Park Board.

Shipe thanked Troy and the maintenance staff for the help cleaning Gregory Park for the caroling event. He mentioned that the old Christmas lights put up in the 1990's are broken and dropping glass due to the wind. He stated we may want to put that on the list as something that needs to be addressed in future.

### **Staff Reports**

Director Dehn discussed the post survey results from adult softball. He mentioned adult and youth pond hockey will be starting soon. Dehn and Kaufman have been thinking about a special event for a grand opening at MLT Park tentatively June 3, 2023. They would like the park board to think about ideas, suggestions for the grand opening to make it a special event. Kaufman is thinking about possible Pickleball programming. Kaufman wanted to discuss the survey further, especially the trees on fields 1 and 2 as they are shading the field and causing a lot of dead balls. Do they need to be pruned or will so much pruning cause them to die, but it needs to be looked at. She mentioned that the Mr. and Mrs. Softball is being received well in the community. She plans to survey the public on pickleball and bring that information back to the park board. She spoke with a lot of people at the MRPA conference and said there are many communities doing leagues and tournaments and getting great response.

Dehn went over the maintenance report detailing the winterizing staff has been working on. Staff worked on many of the downtown lights and decorating, as well as log splitting at Lum Park Campground from all the lost trees this year. Lately, it has been a lot of snow clearing and flooding rinks. Staff is still hoping to open the warming houses on December 27<sup>th</sup>.

Director Kramvik had one final note that he will be doing an Emerald Ash Bore grant program and bringing results back to the Park Board, specifically looking at Kiwanis Park that has many nice Ash trees the City would want to preserve.

Dehn mentioned that the City Council is open to hear what the Park Board would like to present regarding alcohol in the parks. This will be an agenda item for the next park board meeting in January.

**Adjourn**

MOVED AND SECONDED BY BOEDER AND SCHAEFER, DULY CARRIED, TO  
ADJOURN THE MEETING AT 6:18 P.M.

Respectfully Submitted,

Cari LaRose, Administrative Specialist

| Inv Num<br>Inv Ref#     | Vendor<br>Description<br>GL Distribution                                                                                               | Inv Date<br>Entered By | Due Date   | Inv Amt                                       | Amt Due | Status | Jrnalized<br>Post Date |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------|-----------------------------------------------|---------|--------|------------------------|
| 311085<br>75110         | ACE HARDWARE<br>PRIMER, OIL, SHOP SUPPLIES<br>230-5200-42220                                                                           | 12/01/2022<br>pziemer  | 12/21/2022 | 40.88<br>40.88                                | 0.00    | Paid   | Y<br>12/21/2022        |
| 311670<br>75532         | ACE HARDWARE<br>SHOP FASTENERS, SKID BROOM<br>230-5200-42220                                                                           | 12/28/2022<br>pziemer  | 01/18/2023 | 13.12<br>13.12                                | 0.00    | Paid   | Y<br>12/31/2022        |
| 311690<br>75533         | ACE HARDWARE<br>SHOP SUPPLIES, FASTENERS FOR SKID<br>230-5200-42220                                                                    | 12/29/2022<br>pziemer  | 01/18/2023 | 5.62<br>5.62                                  | 0.00    | Paid   | Y<br>12/31/2022        |
| 113297<br>75594         | AMERICAN STEEL SUPPLY INC<br>SKIDSTEER BROOM REPAIR<br>230-5200-42220                                                                  | 12/28/2022<br>pziemer  | 01/18/2023 | 168.46<br>168.46                              | 0.00    | Paid   | Y<br>12/31/2022        |
| 500821295/2023<br>75488 | ASCAP<br>2023 ANNUAL LICENSE FEE<br>230-5200-43430                                                                                     | 12/20/2022<br>pziemer  | 01/18/2023 | 420.00<br>420.00                              | 0.00    | Paid   | Y<br>01/18/2023        |
| X1032023/PARKS<br>75548 | AT&T MOBILITY<br>11/26/22-12/25/22 PARKS PHONES<br>230-5200-43321                                                                      | 12/25/2022<br>pziemer  | 01/11/2023 | 124.92<br>124.92                              | 0.00    | Paid   | Y<br>12/31/2022        |
| #80<br>75602            | BRAINERD FAMILY YMCA<br>4TH QTR 2022 PARKS AND REC<br>230-5200-43300                                                                   | 12/26/2022<br>pziemer  | 01/18/2023 | 2,500.00<br>2,500.00                          | 0.00    | Paid   | Y<br>12/31/2022        |
| NOV 2022/PARKS<br>75228 | BRAINERD PUBLIC UTILITIES<br>10/24/22-11/24/22 PARKS UTILITIES<br>230-5200-43381<br>230-5280-43380<br>230-5280-43380<br>230-5280-43380 | 12/01/2022<br>pziemer  | 12/29/2022 | 3,136.85<br>3,059.38<br>66.88<br>4.93<br>5.66 | 0.00    | Paid   | Y<br>12/29/2022        |
| DEC 22/PARKS<br>75616   | BRAINERD PUBLIC UTILITIES<br>11/24/22-12/24/22 PARKS UTILITIES<br>230-5200-43381                                                       | 12/24/2022<br>pziemer  | 01/18/2023 | 3,608.14<br>3,608.14                          | 0.00    | Paid   | Y<br>12/31/2022        |

| Inv Num<br>Inv Ref# | Vendor<br>Description<br>GL Distribution                                                                       | Inv Date<br>Entered By | Due Date   | Inv Amt                  | Amt Due  | Status | Jrnalized<br>Post Date |
|---------------------|----------------------------------------------------------------------------------------------------------------|------------------------|------------|--------------------------|----------|--------|------------------------|
| 92166-0/DEC22/PARKS |                                                                                                                |                        |            |                          |          |        |                        |
| 75540               | CENTERPOINT ENERGY<br>11/16/22-12/15/22 PARKS DEPT UTILI<br>230-5200-43380 UTILITIES                           | 12/22/2022<br>pziemer  | 01/11/2023 | 313.84<br><br>313.84     | 0.00     | Paid   | Y<br>12/31/2022        |
| 21135011/PARKS      |                                                                                                                |                        |            |                          |          |        |                        |
| 75169               | CONSOLIDATED TELEPHONE CO<br>12/12-1/11 PARKS DEPT PHONES<br>230-5200-43321 TELEPHONE                          | 12/12/2022<br>pziemer  | 12/21/2022 | 49.35<br><br>49.35       | 0.00     | Paid   | Y<br>12/21/2022        |
| 21155038            |                                                                                                                |                        |            |                          |          |        |                        |
| 75656               | CONSOLIDATED TELEPHONE CO<br>1/12-2/11 PARKS INTERNET/PHONE<br>230-5200-43321 TELEPHONE                        | 01/12/2023<br>pziemer  | 01/20/2023 | 14.21<br><br>14.21       | 14.21    | Open   | N<br>01/20/2023        |
| 21148378/PARKS      |                                                                                                                |                        |            |                          |          |        |                        |
| 75689               | CONSOLIDATED TELEPHONE CO<br>1/12/23-2/11/23 PARKS PHONE/INTERN<br>230-5200-43321 TELEPHONE                    | 01/12/2023<br>pziemer  | 01/20/2023 | 49.51<br><br>49.51       | 49.51    | Open   | N<br>01/20/2023        |
| 1799861             |                                                                                                                |                        |            |                          |          |        |                        |
| 75278               | DAHLHEIMER BEVERAGE<br>SHOP SUPPLIES - LINERS<br>230-5200-42220 REPAIR & MAINT                                 | 12/13/2022<br>pziemer  | 12/30/2022 | 48.00<br><br>48.00       | 0.00     | Paid   | Y<br>12/30/2022        |
| FBN4623614/PARKS    |                                                                                                                |                        |            |                          |          |        |                        |
| 75158               | ENTERPRISE FM TRUST<br>DEC 22 PARKS VEHICLE LEASES<br>230-5200-43331 LEASE PAYMENTS                            | 12/03/2022<br>pziemer  | 12/21/2022 | 2,379.85<br><br>2,379.85 | 0.00     | Paid   | Y<br>12/21/2022        |
| FBN4648342/PARKS    |                                                                                                                |                        |            |                          |          |        |                        |
| 75666               | ENTERPRISE FM TRUST<br>JAN 23 PARKS VEHICLE LEASES<br>230-5200-43331 LEASE PAYMENTS                            | 01/05/2023<br>pziemer  | 01/20/2023 | 2,377.52<br><br>2,377.52 | 2,377.52 | Open   | N<br>01/20/2023        |
| PJI-0199221         |                                                                                                                |                        |            |                          |          |        |                        |
| 75249               | GAME TIME<br>KIWANIS GT STOCK CAR REPAIRS - BLU<br>230-5200-42220 REPAIR & MAINT                               | 12/08/2022<br>pziemer  | 12/30/2022 | 2,465.94<br><br>2,465.94 | 0.00     | Paid   | Y<br>12/30/2022        |
| BRD 2022-4          |                                                                                                                |                        |            |                          |          |        |                        |
| 75075               | ISD #181 BRAINERD PUBLIC SCHOOLS<br>4TH QTR 2022 PARKS & REC PROGRAMMI<br>230-5200-43300 PROFESSIONAL SERVICES | 12/05/2022<br>pziemer  | 12/21/2022 | 3,250.00<br><br>3,250.00 | 0.00     | Paid   | Y<br>12/21/2022        |
| 88623               |                                                                                                                |                        |            |                          |          |        |                        |
| 75481               | MENARDS - BAXTER<br>LP HEATER 60000 BTU<br>230-5200-42220 REPAIR & MAINT                                       | 12/21/2022<br>pziemer  | 01/18/2023 | 99.98<br><br>99.98       | 0.00     | Paid   | Y<br>12/31/2022        |

| Inv Num<br>Inv Ref#      | Vendor<br>Description<br>GL Distribution                                        | Inv Date<br>Entered By | Due Date   | Inv Amt              | Amt Due | Status | Jrnalized<br>Post Date |
|--------------------------|---------------------------------------------------------------------------------|------------------------|------------|----------------------|---------|--------|------------------------|
| 9449309<br>75291         | MIDWEST MACHINERY CO<br>FUEL FILTER SUPPLIES<br>230-5200-42220                  | 12/22/2022<br>pziemer  | 12/30/2022 | 40.45<br>40.45       | 0.00    | Paid   | Y<br>12/30/2022        |
|                          | REPAIR & MAINT                                                                  |                        |            |                      |         |        |                        |
| 9449526<br>75292         | MIDWEST MACHINERY CO<br>SOLENOID VALVE<br>230-5200-42220                        | 12/22/2022<br>pziemer  | 12/30/2022 | 333.82<br>333.82     | 0.00    | Paid   | Y<br>12/30/2022        |
|                          | REPAIR & MAINT                                                                  |                        |            |                      |         |        |                        |
| 9456652<br>75542         | MIDWEST MACHINERY CO<br>PUMP FOR SKIDSTEER BROOM<br>230-5200-42220              | 12/29/2022<br>pziemer  | 01/18/2023 | 1,260.95<br>1,260.95 | 0.00    | Paid   | Y<br>12/31/2022        |
|                          | REPAIR & MAINT                                                                  |                        |            |                      |         |        |                        |
| 9440157<br>75570         | MIDWEST MACHINERY CO<br>SHOP LUBRICANT AND SEALANT<br>230-5200-42220            | 12/13/2022<br>pziemer  | 01/18/2023 | 37.53<br>37.53       | 0.00    | Paid   | Y<br>12/31/2022        |
|                          | REPAIR & MAINT                                                                  |                        |            |                      |         |        |                        |
| ABR0295479X<br>75099     | MN DEPT LABOR & INDUSTRY<br>PARKS & REC PRESSURE VESSEL<br>230-5200-42220       | 11/28/2022<br>pziemer  | 12/21/2022 | 10.00<br>10.00       | 0.00    | Paid   | Y<br>12/21/2022        |
|                          | REPAIR & MAINT                                                                  |                        |            |                      |         |        |                        |
| 2023 MEMBERSHIP<br>75279 | MRPA<br>2023 AGENCY DUES + J.DEHN & K. KAU<br>230-5200-43433                    | 12/20/2022<br>pziemer  | 01/04/2023 | 839.00<br>839.00     | 0.00    | Paid   | Y<br>01/04/2023        |
|                          | DUES & SUBSCRIPTIONS                                                            |                        |            |                      |         |        |                        |
| 1122111-0<br>75636       | OFFICE SHOP<br>OFFICE SUPPLIES - PENS/SHARPIES/CL<br>230-5200-42200             | 01/10/2023<br>pziemer  | 01/18/2023 | 90.93<br>90.93       | 0.00    | Paid   | Y<br>01/18/2023        |
|                          | OFFICE SUPPLIES                                                                 |                        |            |                      |         |        |                        |
| 1122111-1<br>75644       | OFFICE SHOP<br>OFFICE SUPPLIES - PARKS<br>230-5200-42200                        | 01/11/2023<br>pziemer  | 01/18/2023 | 3.38<br>3.38         | 0.00    | Paid   | Y<br>01/18/2023        |
|                          | OFFICE SUPPLIES                                                                 |                        |            |                      |         |        |                        |
| 1647-164803<br>75277     | O'REILLY AUTOMOTIVE STORES INC.<br>WIPER FLUID - PARKS SHOP<br>230-5200-42220   | 12/12/2022<br>pziemer  | 12/30/2022 | 15.96<br>15.96       | 0.00    | Paid   | Y<br>12/30/2022        |
|                          | REPAIR & MAINT                                                                  |                        |            |                      |         |        |                        |
| 1647-166400<br>75313     | O'REILLY AUTOMOTIVE STORES INC.<br>SHOP SUPPLIES - DIESEL 911<br>230-5200-42220 | 12/21/2022<br>pziemer  | 12/30/2022 | 14.99<br>14.99       | 0.00    | Paid   | Y<br>12/30/2022        |
|                          | REPAIR & MAINT                                                                  |                        |            |                      |         |        |                        |



| Inv Num<br>Inv Ref#     | Vendor<br>Description<br>GL Distribution                                                         | Inv Date<br>Entered By | Due Date   | Inv Amt                      | Amt Due  | Status | Jrnalized<br>Post Date |
|-------------------------|--------------------------------------------------------------------------------------------------|------------------------|------------|------------------------------|----------|--------|------------------------|
| 129<br>75613            | PERFECTION DOCK AND LIFT<br>LUM PARK PIER & DOCK - INSTALL AND<br>230-5200-43300                 | 12/01/2022<br>pziemer  | 01/20/2023 | 2,150.00<br>2,150.00         | 2,150.00 | Open   | N<br>12/31/2022        |
| 83400<br>75287          | PIKE PLUMBING AND HEATING<br>GGP WARMING HOUSE ANNUAL BACKFLOW<br>230-5200-42220                 | 12/01/2022<br>pziemer  | 12/30/2022 | 110.00<br>110.00             | 0.00     | Paid   | Y<br>12/30/2022        |
| 346321<br>75061*        | SULLIVAN CANDY & SUPPLY<br>EASTER EGG HUNT & DONATION CREDIT<br>230-5211-42210<br>230-0000-36230 | 11/30/2022<br>pziemer  | 12/21/2022 | 600.35<br>892.90<br>(292.55) | 0.00     | Paid   | Y<br>12/21/2022        |
| 11/30/22<br>75079       | TWM ARCHITECTURE<br>KIWANIS PARK THROUGH 11/30/22<br>400-9050-45530                              | 11/30/2022<br>pziemer  | 12/21/2022 | 0.00<br>38,028.85            | 0.00     | Void   | Y<br>12/21/2022        |
| 20220300<br>75212       | TWM ARCHITECTURE<br>KIWANIS PARK SUBMITAL REVIEW<br>400-9050-45530                               | 12/14/2022<br>pziemer  | 12/21/2022 | 0.00<br>357.50               | 0.00     | Void   | Y<br>12/21/2022        |
| 9923654099<br>75483     | VERIZON WIRELESS<br>11/24/22-12/23/22 PARKS PHONE<br>230-5200-43321                              | 12/23/2022<br>pziemer  | 01/18/2023 | 40.01<br>40.01               | 0.00     | Paid   | Y<br>12/31/2022        |
| 2BX01433<br>75056       | WASTE PARTNERS INC<br>NOV 22 PARKS WASTE REMOVAL<br>230-5200-43380                               | 11/30/2022<br>pziemer  | 12/21/2022 | 456.30<br>456.30             | 0.00     | Paid   | Y<br>12/21/2022        |
| 2CX01327<br>75497       | WASTE PARTNERS INC<br>DEC 22 PARKS WASTE REMOVAL<br>230-5200-43380                               | 12/31/2022<br>pziemer  | 01/18/2023 | 456.30<br>456.30             | 0.00     | Paid   | Y<br>12/31/2022        |
| 85406962/PARKS<br>75190 | WEX BANK<br>NOV 22 PARKS FUEL<br>230-5200-42212<br>101-0000-36299                                | 11/30/2022<br>pziemer  | 12/21/2022 | 774.76<br>772.77<br>1.99     | 0.00     | Paid   | Y<br>12/21/2022        |
| 86246371/PARKS<br>75627 | WEX BANK<br>DEC 2022 PARKS FUEL & PROPANE                                                        | 12/31/2022<br>pziemer  | 01/18/2023 | 1,351.70                     | 0.00     | Paid   | Y<br>12/31/2022        |

| Inv Num  | Vendor          | Inv Date    | Due Date | Inv Amt  | Amt Due | Status | Jrnalized |
|----------|-----------------|-------------|----------|----------|---------|--------|-----------|
| Inv Ref# | Description     | Entered By  |          |          |         |        | Post Date |
|          | GL Distribution |             |          |          |         |        |           |
|          | 230-5200-42212  | MOTOR FUELS |          | 1,324.74 |         |        |           |
|          | 230-5200-42212  | MOTOR FUELS |          | 26.96    |         |        |           |

|       |                      |               |            |       |      |      |            |
|-------|----------------------|---------------|------------|-------|------|------|------------|
| 12471 |                      |               |            |       |      |      |            |
| 75348 | WINNERS TROPHY       | 12/28/2022    | 12/30/2022 | 25.00 | 0.00 | Paid | Y          |
|       | PARK BOARD NAME SIGN | pziemer       |            |       |      |      | 12/30/2022 |
|       | 101-9200-43430       | MISCELLANEOUS |            | 25.00 |      |      |            |

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

|          |                               |                    |            |        |      |      |            |
|----------|-------------------------------|--------------------|------------|--------|------|------|------------|
| 11/30/22 |                               |                    |            |        |      |      |            |
| 75426    | DUNHAMS SPORTS                | 12/01/2022         | 01/18/2023 | 109.99 | 0.00 | Paid | Y          |
|          | COLD WEATHER GEAR - S. JENSEN | pziemer            |            |        |      |      | 12/31/2022 |
|          | 230-5200-42210                | OPERATING SUPPLIES |            | 109.99 |      |      |            |

|                                                |        |      |
|------------------------------------------------|--------|------|
| Total PCard: 2257 U.S. BANK Card Holder: PARKS | 109.99 | 0.00 |
|------------------------------------------------|--------|------|

|                    |    |        |   |         |           |          |
|--------------------|----|--------|---|---------|-----------|----------|
| # of Invoices:     | 41 | # Due: | 4 | Totals: | 29,787.61 | 4,591.24 |
| # of Credit Memos: | 0  | # Due: | 0 | Totals: | 0.00      | 0.00     |

|                                   |           |          |
|-----------------------------------|-----------|----------|
| Net of Invoices and Credit Memos: | 29,787.61 | 4,591.24 |
|-----------------------------------|-----------|----------|

|                                          |          |
|------------------------------------------|----------|
| * 1 Net Invoices have Credits Totalling: | (292.55) |
|------------------------------------------|----------|

--- TOTALS BY GL DISTRIBUTION ---

|                |                           |          |
|----------------|---------------------------|----------|
| 101-0000-36299 | MISCELLANEOUS REVENUE     | 1.99     |
| 101-9200-43430 | MISCELLANEOUS             | 25.00    |
| 230-0000-36230 | CONTRIBUTIONS & DONATIONS | (292.55) |
| 230-5200-42200 | OFFICE SUPPLIES           | 94.31    |
| 230-5200-42210 | OPERATING SUPPLIES        | 109.99   |
| 230-5200-42212 | MOTOR FUELS               | 2,124.47 |
| 230-5200-42220 | REPAIR & MAINT            | 4,665.70 |
| 230-5200-43300 | PROFESSIONAL SERVICES     | 7,900.00 |
| 230-5200-43321 | TELEPHONE                 | 278.00   |
| 230-5200-43331 | LEASE PAYMENTS            | 4,757.37 |
| 230-5200-43380 | UTILITIES                 | 1,226.44 |
| 230-5200-43381 | BPU UTILITIES             | 6,667.52 |
| 230-5200-43430 | MISCELLANEOUS             | 420.00   |
| 230-5200-43433 | DUES & SUBSCRIPTIONS      | 839.00   |
| 230-5211-42210 | OPERATING SUPPLIES        | 892.90   |
| 230-5280-43380 | UTILITIES                 | 77.47    |

01/20/2023 08:53 AM  
User: clarose  
DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD  
EXP CHECK RUN DATES 12/17/2022 - 01/20/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 6/6

| Inv Num                         | Vendor                          | Inv Date   | Due Date | Inv Amt   | Amt Due  | Status | Jrnalized |
|---------------------------------|---------------------------------|------------|----------|-----------|----------|--------|-----------|
| Inv Ref#                        | Description                     | Entered By |          |           |          |        | Post Date |
|                                 | GL Distribution                 |            |          |           |          |        |           |
| --- TOTALS BY FUND ---          |                                 |            |          |           |          |        |           |
|                                 | 101 - GENERAL FUND              |            |          | 26.99     | 0.00     |        |           |
|                                 | 230 - PARK & RECREATION FUND    |            |          | 29,760.62 | 4,591.24 |        |           |
| --- TOTALS BY DEPT/ACTIVITY --- |                                 |            |          |           |          |        |           |
|                                 | 0000 -                          |            |          | (290.56)  | 0.00     |        |           |
|                                 | 5200 - PARK MAIN/ADMINISTRATION |            |          | 29,082.80 | 4,591.24 |        |           |
|                                 | 5211 - SPECIAL EVENTS PROGRAM   |            |          | 892.90    | 0.00     |        |           |
|                                 | 5280 - CAMPGROUND               |            |          | 77.47     | 0.00     |        |           |
|                                 | 9200 - CITY-WIDE                |            |          | 25.00     | 0.00     |        |           |



# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                                                 |                                                                                   |
|-------------------------------------------------|-----------------------------------------------------------------------------------|
| <p>INFORMATION ONLY</p> <p>ACTION REQUESTED</p> | <p><b>Action Requested:</b></p> <p>Direction Requested</p> <p>Discussion Item</p> |
|-------------------------------------------------|-----------------------------------------------------------------------------------|

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

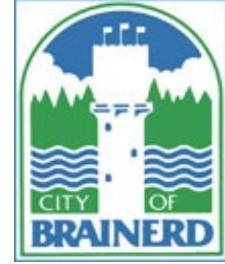
**Financial Impact:**

*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*

# MEMO



**TO:** Park Board

**FROM:** James Kramvik, Community Development Director

**DATE:** January 24, 2023

**RE:** Recommendations for Tree Planting

---

## **Memorial Park**

### *Staff Recommends the Following Plantings*

- Install 15-gallon Siouxland Poplar Trees around the southern corners of the ice rinks approximately 10' to 15' apart. This variety of tree species is extremely fast growing, hardy, and when planted close together should create shaded conditions from the afternoon sun even in winter.
  - This variety does not produce the cotton that the eastern cottonwood does, making it a less messy variety.
  - It has a beautiful pyramidal form with a rounded top.
  - Approximate total of 13 trees
- Install 8' B&B White Spruce Trees along the south side of the ice rinks. Park Staff believe this would be beneficial to help dissipate sound to the neighboring residential properties for both winter and summer activities.
  - Approximate total of seven 8' Spruce trees
- Install three 15-gallon deciduous trees and two 8' B&B White Pine trees along the south side of field 3.
  - Recommended deciduous species include: Kentucky Coffeetree, Hackberry, Honeylocust.
- Install a total of six 15-gallon deciduous trees in the parking lot islands.
  - Recommended species – Japanese Tree Lilac.
- Park Staff recommends the removal of the existing trees between ballfields 1 & 2 due to issues with field lighting.
  - Staff recommends planting one 3" caliper B&B maple tree near the concession stand to provide afternoon shade to the bleachers.
  - Staff recommends planting five 2" caliper B&B ornamental trees between the fields.
    - Recommend planting two different crabapple tree varieties; selection should include species with an upright branch structure.

Estimated Materials and Labor = \$24,000  
37 Total Trees

## **Jaycees Park**

- Staff recommends planting a variety of 15-gallon deciduous trees between both baseball fields and along the west side of both baseball fields and future soccer field. Trees should be staggered, if possible, to provide maximum shade for spectators.
  - Approximately 340 lineal feet of tree planting.
  - Trees should be spaced approximately 20' apart.
  - Park Staff is concerned about the high-water table and surrounding wetlands of this park. Staff recommends not planting evergreen trees with this type of soil condition, because evergreens typically form shallow/weak root systems in the presence of moist soils. This can lead to the uprooting of evergreen trees during high windstorm events.
- Staff also recommends planting two 15-gallon deciduous trees adjacent to the north playground and six 15-gallon deciduous trees adjacent to the south playground.
- Total recommended deciduous tree number for Jaycees Park is (25).
  - Recommended species (5 each): White Oak, Hackberry, Red Maple, River Birch, Laurel Leaf Willow

Estimated Materials and Labor = \$13,000

25 Total Trees

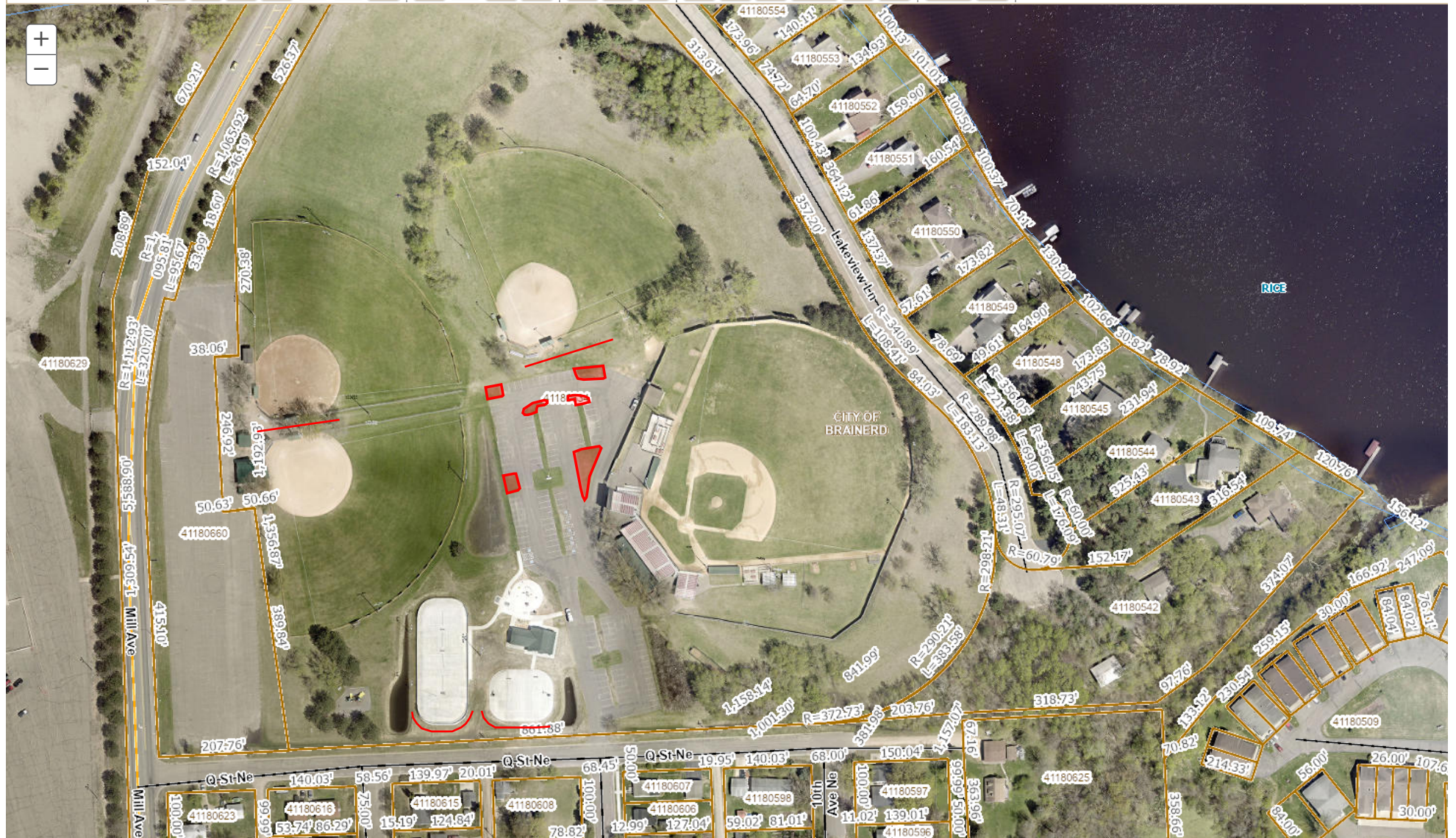
## **Gregory Park**

- Staff recommends that remaining tree fund balance should be planted in Gregory Park.
- Install six 8' B&B pine trees (location TBD)
  - Recommended species include: Red Pine, White Pine, Scotch Pine
- Install fourteen 15-gallon deciduous trees (location TBD)
  - Recommended species include: Kentucky Coffeetree, Hackberry, Honeylocust, Ohio Buckeye, Japanese Tree Lilac.

Estimated Material and Labor = \$13,000

20 Total Trees





Y: 180788.1965



[illegible]

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Crow Wing County

+

-



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# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                                                 |                                                                                   |
|-------------------------------------------------|-----------------------------------------------------------------------------------|
| <p>INFORMATION ONLY</p> <p>ACTION REQUESTED</p> | <p><b>Action Requested:</b></p> <p>Direction Requested</p> <p>Discussion Item</p> |
|-------------------------------------------------|-----------------------------------------------------------------------------------|

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*



# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                                                 |                                                                                   |
|-------------------------------------------------|-----------------------------------------------------------------------------------|
| <p>INFORMATION ONLY</p> <p>ACTION REQUESTED</p> | <p><b>Action Requested:</b></p> <p>Direction Requested</p> <p>Discussion Item</p> |
|-------------------------------------------------|-----------------------------------------------------------------------------------|

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*



## DESCRIPTION

The Invue Arbor post top brings architectural style to area/site and pedestrian scale applications. Its dayform appearance brings a desired organic look into the urban environment. WaveStream LED Optics provide a uniform pixelation free image, managing glare while providing high levels of visibility.

| Catalog #   |  | Type |
|-------------|--|------|
| Project     |  |      |
| Comments    |  | Date |
| Prepared by |  |      |

## SPECIFICATION FEATURES

### Construction

Two-piece IP66 rated housing is cast from low copper content corrosion resistant aluminum, maintaining strength and precision to sustain long term dayform appearance. ANSI C136.31 testing compliance prevents damage from installation generated vibration. External hardware and casting seams are minimized to enhance appearance.

### Optics

Specifically designed for pedestrian applications, WaveStream LED optical waveguide technology produces both symmetric NEMA type V and asymmetric NEMA II, III, IV distributions. The waveguide is manufactured from precision injection molded acrylic resulting in a pixelation free optical image for improved glare control and visual comfort. Luminaire efficacy's measure up to 100 lm/w for 4000K (+/- 275K) CCT at 70 CRI (min), optional 3000K CCT at 80 CRI is also available.

### Electrical

LED driver(s) are directly mounted to upper housing thermal pad for optimal thermal performance.

Standard 0-10V dimming drivers and Cooper Lighting Solutions' proprietary surge protection module are designed to withstand 10kV of transient line surge. Drivers operate at 120-277V 50/60Hz with 347V/60Hz or 480V/60Hz operation optional. Suitable for ambient temperature applications as low as -40°C (40°F) to 40°C (104°F). Limited high ambient options allow for 50°C operation.

### Controls

The Arbor LED luminaire control options are designed to be simple and cost-effective ASHRAE and California Title 24 compliant solutions. The ANSI C136.41 compliant NEMA 7-PIN receptacle enables wireless dimming when used with compatible photocontrol. See control options page for more details.

### Mounting

Fitter assembly mounts over 2-3/8" O.D. tenon and is secured via six concealed stainless steel set screws. Design of fitter provides seamless transition to 3" O.D. round pole top. Additional mounting accessories include a single fixture arm mount, twin

fixture arm mount and wall mount arm. Additional pole mount accessories mount to a 3" x 4" long tenon for 4" - 5" O.D. poles tops. For existing 2-3/8" tenons an adapter is shipped standard.

### Finish

Cooper Lighting Solutions ("CLS") utilizes premium ultra-weatherable TGIC based polyester powder coatings that are specifically formulated to withstand extended outdoor exposure. The powders are formulated exclusively for CLS to serve functionally as well as decorative. Good film appearance combined with excellent mechanical and exterior exposure qualities display greater than twice as much gloss retention. RAL and custom color matches available. Finish is compliant with ASTM B117 3000hr salt spray standard. Options to meet Buy American Act requirements.

### Warranty

Five-year warranty.

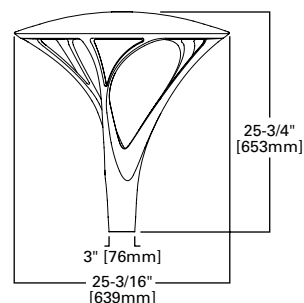


## ARB ARBOR POST TOP

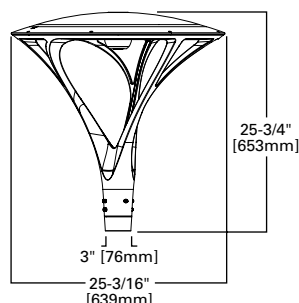
### DECORATIVE LUMINAIRE

## DIMENSIONS

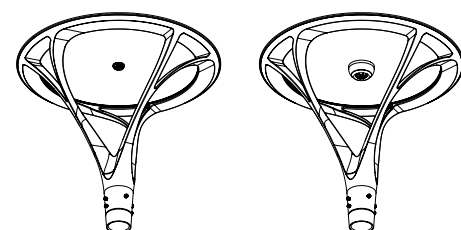
### Pole Mount



### Pole Mount with WaveLinX



### Pole Mount with WaveLinX



## CERTIFICATION DATA

UL/cUL Listed  
IEC 60529 IP66 Housing  
ASTM B117 SaH Spray Tested  
ASTM A3560 Low Cooper Alloy  
ISO 9001  
Dark Sky Approved (3000K CCT and warmer only)  
ANSI C136.31 3G Vibration Tested (Post Top)  
ANSI C136.31 1.5G Vibration Tested (Twin Mount / Accessory Arm Mount)

## ENERGY DATA

### Electronic LED Driver

>0.9 Power Factor  
<20% Total Harmonic Distortion  
120-277V 50/60Hz, 347V/60Hz, 480V/60Hz  
40°C Ambient Temperature Rating  
As low as -40°C (-40°F) minimum temperature  
\*See MINIMUM TEMPERATURE table

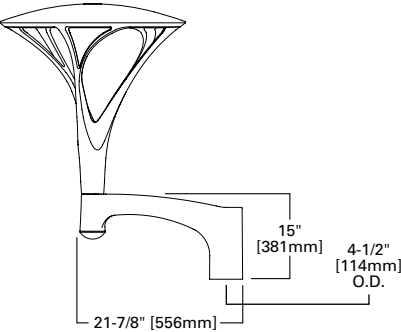
## EPA

Effective Projected Area: (Sq. Ft.) 0.9

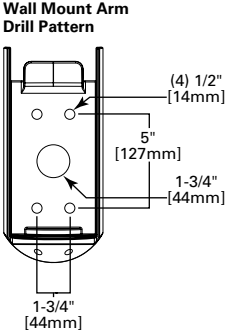
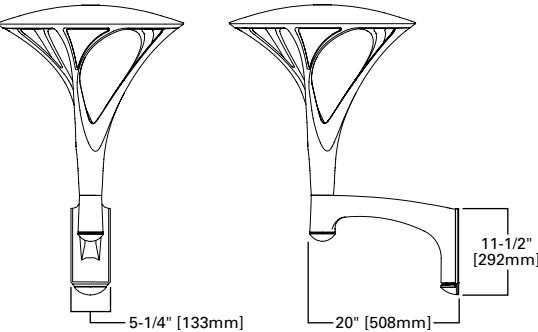
Approximate Net Weight:  
37 lbs. [16.8 kgs.]

MOUNTING CONFIGURATIONS (WEIGHT AND EPAS INCLUDES FIXTURE)

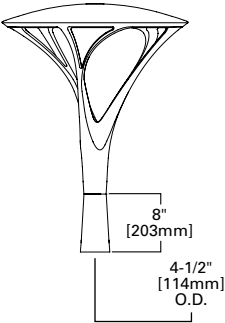
Single Arm Mount (ARSA-XX)  
Weight: 56 lbs. [25.45 kgs.]  
EPA: 1.7 Sq. Ft.



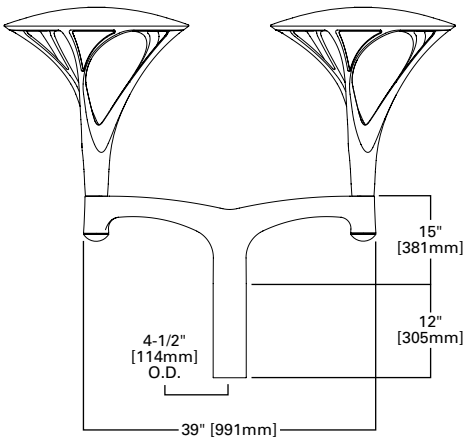
Wall Mount Arm (ARWM-XX)  
Weight: 57 lbs. [25.91 kgs.]  
EPA: 1.8 Sq. Ft.



Post Top Adapter (ARPA4-XX)  
Weight: 41 lbs. [18.63 kgs.]  
EPA: 1.2 Sq. Ft.



Twin Arm Mount (ARTA15-XX)  
Weight: 114 lbs. [51.81 kgs.]  
EPA: 3.45 Sq. Ft.

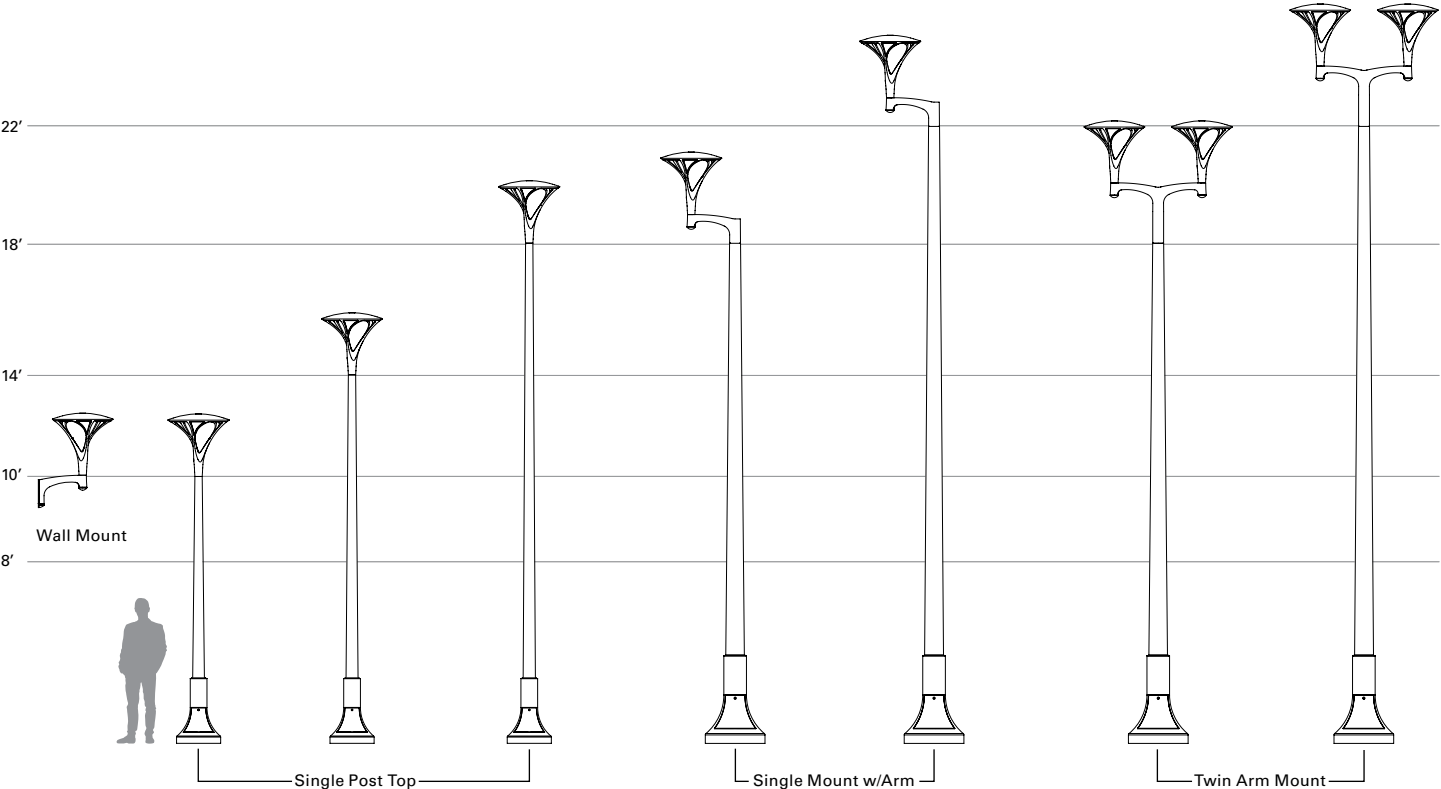


MOUNTING REQUIREMENTS CHART

| Tenon O.D. (Inches)    | 2-3/8" Tenon      |                                                 |                                                 |
|------------------------|-------------------|-------------------------------------------------|-------------------------------------------------|
| Pole Top O.D. (Inches) | 3"                | 4"                                              | 5"                                              |
| Post Top               | Standard          | Spacer (Provided) & ARPA4-XX (Order Separately) | Spacer (Provided) & ARPA4-XX (Order Separately) |
| Single Arm Mount       | Spacer (Provided) | Spacer (Provided)                               | Spacer (Provided)                               |

| Tenon O.D. (Inches)    | 3" Tenon |                             |                             |
|------------------------|----------|-----------------------------|-----------------------------|
| Pole Top O.D. (Inches) |          | 4"                          | 5"                          |
| Post Top               |          | ARPA4-XX (Order Separately) | ARPA4-XX (Order Separately) |
| Single Arm Mount       |          | Standard                    | Standard                    |
| Twin Mount             |          | Standard                    | Standard                    |

POLE CONFIGURATIONS (ARP DECORATIVE POLE SHOWN)



## ORDERING INFORMATION

Sample Number: ARB-B2-LED-D1-T2-GM

| Product Family <sup>1,2</sup>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Lumens <sup>3</sup>                                                                                                                               | Lamp Type                                    | Voltage                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Distribution                                                                     | Color <sup>7</sup>                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| <b>ARB=Arbor Post Top</b><br><b>BAA-ARB=Arbor Post Top Buy American Act Compliant</b> <sup>25</sup>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>B1=Nominal 2,300 Lumens</b><br><b>B2=Nominal 4,500 Lumens</b><br><b>B3=Nominal 8,500 Lumens</b><br><b>B4=Nominal 9,500 Lumens</b> <sup>4</sup> | <b>LED=Solid State Light Emitting Diodes</b> | <b>D1=Dimming Driver (120-277V)</b><br><b>347=347V</b> <sup>5</sup><br><b>480=480V</b> <sup>5,6</sup>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>T2=Type II</b><br><b>T3=Type III</b><br><b>T4=Type IV</b><br><b>T5=Type V</b> | <b>AP=Grey</b><br><b>BZ=Bronze</b><br><b>BK=Black</b><br><b>DP=Dark Platinum</b><br><b>GM=Graphite Metallic</b><br><b>WH=White</b> |
| Options (Add as Suffix)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                   |                                              | Accessories (Order Separately) <sup>19,26</sup>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                  |                                                                                                                                    |
| <b>7030=70 CRI / 3000K CCT</b> <sup>8</sup><br><b>7035=70 CRI / 3500K CCT</b> <sup>8</sup><br><b>8030=80 CRI / 3000K CCT</b> <sup>8</sup><br><b>8035=80 CRI / 3500K CCT</b> <sup>8</sup><br><b>AMB=Amber 590nm</b> <sup>11,27</sup><br><b>20MSP=20kV MOV Surge Protective Device</b><br><b>20K=20kV UL 1449 Fused Surge Protective Device</b><br><b>PC=Button Type Photocontrol</b><br><b>PER=NEMA 3-PIN Twistlock Photocontrol Receptacle</b><br><b>PER7=NEMA 7-PIN Twistlock Photocontrol Receptacle</b><br><b>HA=50°C High Ambient Temperature</b> <sup>9</sup><br><b>SPB1=Dimming Occupancy Sensor with Bluetooth Interface, &lt;8' Mounting</b> <sup>23</sup><br><b>SPB2=Dimming Occupancy Sensor with Bluetooth Interface, 8'-20' Mounting</b> <sup>23</sup><br><b>SPB4=Dimming Occupancy Sensor with Bluetooth Interface, 21'-40' Mounting</b> <sup>23</sup><br><b>MS-L08=Motion Sensor for ON/OFF Operation, Maximum 8' Mounting Height</b> <sup>10,11</sup><br><b>MS-L20=Motion Sensor for ON/OFF Operation, 9' - 20' Mounting Height</b> <sup>10,11</sup><br><b>MS-L40W=Motion Sensor for ON/OFF Operation, 21' - 40' Mounting Height</b> <sup>10,11</sup><br><b>MS/DIM-L08=Motion Sensor for Dimming Operation, Maximum 8' Mounting Height</b> <sup>10,11</sup><br><b>MS/DIM-L20=Motion Sensor for Dimming Operation, 9' - 20' Mounting Height</b> <sup>10,11</sup><br><b>MS/DIM-L40W=Motion Sensor for Dimming Operation, 21' - 40' Mounting Height</b> <sup>10,11</sup><br><b>ZW=WaveLinx-enabled 4-PIN Twistlock Receptacle</b> <sup>10,12,13,29,30</sup><br><b>ZD=SR Driver-enabled 4-PIN Twistlock Receptacle</b> <sup>10,12,13,29,30</sup><br><b>ZW-WOBWH=WaveLinx Lite, Dimming Motion and Daylight, Bluetooth Programmable, 7' - 15' Mounting</b><br><b>ZW-WOFWH=WaveLinx Lite, Dimming Motion and Daylight, Bluetooth Programmable, 15' - 40' Mounting</b><br><b>ZD-WOBWH=WaveLinx Lite, SR Driver, Dimming Motion and Daylight, Bluetooth Programmable, 7' - 15' Mounting</b><br><b>ZD-WOFWH=WaveLinx Lite, SR Driver, Dimming Motion and Daylight, Bluetooth Programmable, 15' - 40' Mounting</b><br><b>ZW-SWPD4WH=WaveLinx Pro, Dimming Motion and Daylight, WAC Programmable, 7' - 15' Mounting</b> <sup>10,12,13,15,19,29,30</sup><br><b>ZW-SWPD5WH=WaveLinx Pro, Dimming Motion and Daylight, WAC Programmable, 15' - 40' Mounting</b> <sup>10,12,13,15,19,29,30</sup><br><b>ZD-SWPD4WH=WaveLinx Pro, SR Driver, Dimming Motion and Daylight, WAC Programmable, 7' - 15' Mounting</b> <sup>10,12,13,15,19,29,30</sup><br><b>ZD-SWPD5WH=WaveLinx Pro, SR Driver, Dimming Motion and Daylight, WAC Programmable, 15' - 40' Mounting</b> <sup>10,12,13,15,19,29,30</sup><br><b>LWR-LW=Enlighted Wireless Sensor, Wide Lens for 8' - 16' Mounting Height</b> <sup>10,16</sup><br><b>LWR-LN=Enlighted Wireless Sensor, Narrow Lens for 16' - 40' Mounting Height</b> <sup>10,16</sup><br><b>5LTD=Fifth Light Dali Driver</b> <sup>10,17</sup><br><b>DIM=0-10V External Dimming Leads</b> <sup>10,18</sup><br><b>VS=Tempered Glass Vandal Shield</b><br><b>CC=Coastal Construction</b> <sup>24</sup><br><b>SPBL2=FDP-301-L2 (Wattstopper DALI sensor)</b><br><b>SPBL4=FDP-301-L7 (Wattstopper DALI sensor)</b><br><b>TH=Toolless hardware</b><br><b>F=Single Fuse</b> <sup>28</sup> |                                                                                                                                                   |                                              | <b>ARSA-XX=Single Pole Mount Arm</b> <sup>20</sup><br><b>ARWM-XX=Wall Mount Arm</b><br><b>ARTA15-XX=Twin Mount Bracket</b> <sup>21</sup><br><b>ARPA4-XX=Pole Adapter 4" O.D. Pole</b><br><b>FSIR-100=Wireless Configuration Tool for Occupancy Sensor</b> <sup>21</sup><br><b>WOLC-7P-10A=WaveLinx Outdoor Control Module (7-PIN)</b> <sup>10,22</sup><br><b>WOB-WH= WaveLinx Lite Sensor, Dimming Motion and Daylight, Bluetooth Programmable, 7' - 15' Mounting</b><br><b>WOF-WH= WaveLinx Lite Sensor, Dimming Motion and Daylight, Bluetooth Programmable, 15' - 40' Mounting</b><br><b>SWPD4-WH= WaveLinx Sensor, Dimming Motion and Daylight, WAC Programmable, 7' - 15' Mounting</b> <sup>13,15,19,29</sup><br><b>SWPD5-WH= WaveLinx Sensor, Dimming Motion and Daylight, WAC Programmable, 15' - 40' Mounting</b> <sup>13,15,19,29</sup> |                                                                                  |                                                                                                                                    |

## NOTES:

- Customer is responsible for engineering analysis to confirm pole and fixture compatibility for all applications. Refer to our white paper WP513001EN for additional information.
- Fixture slippits over standard 2-3/8" tenon. 3" O.D. tenon when used with a ARPA4-XX 4" O.D. pole adapter.
- Standard 4000K CCT, nominal 70CRI.
- B4 only available with Type V distribution.
- Requires the use of a step down transformer.
- Only for use with 480V Wye systems. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems).
- Custom and RAL color matching available upon request. Consult your lighting representative for more information.
- Extended lead times apply. Use dedicated IES files when performing layouts.
- Not available with B3 lumen package in Type II, III, or IV distributions.
- Controls system is not available with photocontrol (PC), photocontrol receptacle (PER or PER7), or controls systems MS, LWR, DIM or SPBx.
- Not available with HA option.
- Sensor passive infrared (PIR) may be overly sensitive below -20°C (-4°F).
- For device to be field-configurable, requires WAC Gateway components WAC-POE and WPOE-120 in appropriate quantities. Only compatible with WaveLinx system and software and requires system components to be installed for operation. See website for more WaveLinx application information.
- Not available on B1 or B4 lumen packages.
- Requires 4-PIN twistlock receptacle (ZD or ZW) option.
- Enlighted wireless sensors are factory installed and require network components LWP-EM-1, LWP-GW-1, and LWP-PoE8 in appropriate quantities. See website for application information.
- Not available in B4 lumen package.
- Low voltage control leads brought 18" outside fixture.
- Replace XX with paint color.
- Fits on 3" O.D. x 4" long tenon for nominal 4-1/2" O.D. pole top.
- This tool enables adjustment to Motion Sensor (MS) parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative for more information.
- Requires 7-PIN NEMA twistlock photocontrol receptacle (PER7) option. The WOLC-7 cannot be used in conjunction with other controls systems (MS, ZW, ZD or LWR). Operates on 120-347V input voltages.
- Smart device with mobile application required to change system defaults. See controls section for details.
- Coastal construction finish salt spray tested to over 5,000-hours per ASTM B117, with a scribe rating of 9 per ASTM D1654.
- Only product configurations with this designated prefix are built to be compliant with the Buy American Act of 1933 (BAA). Please refer to [DOMESTIC PREFERENCES](#) website for more information. Components shipped separately may be separately analyzed under domestic preference requirements.
- Accessories sold separately will be separately analyzed under domestic preference requirements. Consult factory for further information.
- Narrow-band 590nm +/- 5nm for wildlife and observatory use. Choose Lumen Package B1. See IES files for photometric performance.
- Must specify voltage (120V, 277V, or 347V) to fuse the single hot leg.
- Not available with 5LTD option.
- If ZD or ZW only, shorting cap will be installed on 4-pin receptacle.

## POWER AND LUMENS

| Lumen Package             |            | B1       | B2       | B3       | B4       |
|---------------------------|------------|----------|----------|----------|----------|
| Drive Current             |            |          |          |          |          |
| Power Wattage (Watts)     |            | 24W      | 48W      | 96W      | 99W      |
| Input Current (mA) @ 120V |            | 200      | 400      | 800      | 830      |
| Input Current (mA) @ 208V |            | 120      | 240      | 470      | 480      |
| Input Current (mA) @ 240V |            | 100      | 200      | 400      | 420      |
| Input Current (mA) @ 277V |            | 90       | 180      | 350      | 360      |
| Power Wattage (Watts)     |            | 26W      | 53W      | 107W     | 108W     |
| Input Current (mA) @ 347V |            | 79       | 161      | 325      | 328      |
| Input Current (mA) @ 480V |            | 58       | 117      | 235      | 237      |
| Optics                    |            |          |          |          |          |
| Type II                   | Lumens     | 2,045    | 3,994    | 7,362    | --       |
|                           | BUG Rating | B1-U0-G1 | B1-U0-G2 | B3-U0-G3 | --       |
| Type III                  | Lumens     | 2,324    | 4,534    | 8,451    | --       |
|                           | BUG Rating | B1-U0-G1 | B1-U0-G2 | B2-U0-G3 | --       |
| Type IV                   | Lumens     | 2,408    | 4,691    | 8,740    | --       |
|                           | BUG Rating | B1-U0-G1 | B1-U0-G2 | B2-U0-G3 | --       |
| Type V                    | Lumens     | 2,311    | 4,529    | 8,511    | 9,464    |
|                           | BUG Rating | B2-U0-G1 | B3-U0-G2 | B3-U0-G3 | B3-U0-G3 |

## LUMEN MULTIPLIER

| Ambient Temperature | Lumen Multiplier |
|---------------------|------------------|
| 0°C                 | 1.02             |
| 10°C                | 1.01             |
| 25°C                | 1.00             |
| 40°C                | 0.99             |
| 50°C                | 0.97             |

## LUMEN MAINTENANCE

| Ambient Temperature | TM-21 Lumen Maintenance (60,000 Hours) | Calculated L70 (Hours) |
|---------------------|----------------------------------------|------------------------|
| 25°C                | >91%                                   | >230,000               |
| 40°C                | >88%                                   | >172,000               |
| 50°C                | >86%                                   | >142,000               |

NOTE: Maintenance data applies to the highest drive current and represents the worst case at the highest wattage.

## COLOR TEMPERATURE

| Color Temperature (CCT) | CRI (Nominal) | Multiplier |
|-------------------------|---------------|------------|
| 4000                    | 70            | 1.00       |
| 3000                    | 80            | 0.91       |

## MINIMUM AMBIENT TEMPERATURE

| Lumen Package                   | Temperature |
|---------------------------------|-------------|
| B1                              | -40°C       |
| B2                              | -35°C       |
| B3                              | -35°C       |
| B4                              | -40°C       |
| All DALI powered lumen packages | -20°C       |

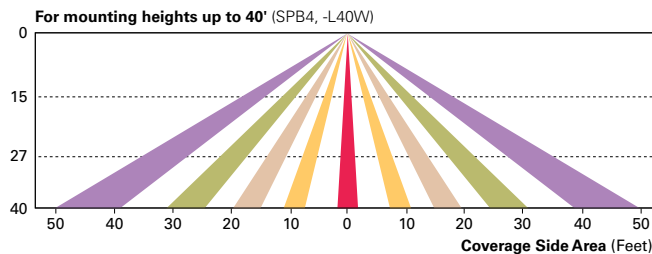
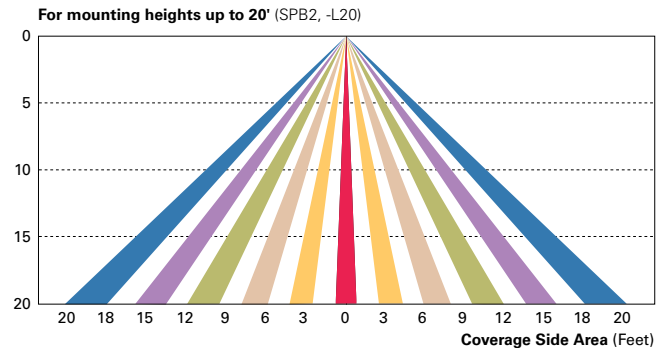
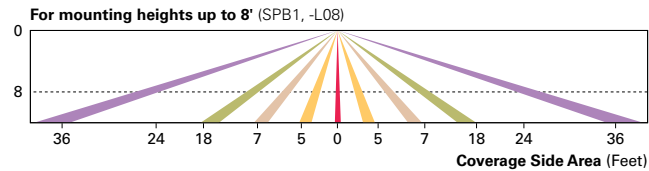


## CONTROL OPTIONS

**0-10V (D)** The dimming option provides 0-10V dimming wire leads for use with a lighting control panel or other control method.

**Photocontrol (PER and PER7)** Photocontrol receptacles provide a flexible solution to enable "dusk-to-dawn" lighting by sensing light levels. Advanced control systems compatible with NEMA 7-pin standards can be utilized with the PER7 receptacle.

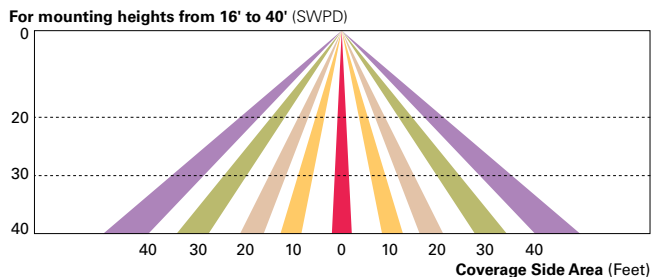
**Dimming Occupancy Sensor (SPB, MS/DIM-LXX and MS-LXX)** These sensors are factory installed in the luminaire housing. When the SPB or MS/DIM sensor options are selected, the occupancy sensor is connected to a dimming driver and the entire luminaire dims when there is no activity detected. When activity is detected, the luminaire returns to full light output. The MS/DIM sensor is factory preset to dim down to approximately 50 percent power with a time delay of five minutes. The MS-LXX sensor is factory preset to turn the luminaire off after five minutes of no activity. SPB motion sensors require the Sensor Configuration mobile application by Wattstopper to change factory default dimming level, time delay, sensitivity and other parameters. Available for iOS and Android devices. The SPB sensor is factory preset to dim down to approximately 10% power with a time delay of five minutes. The MS/DIM occupancy sensors require the FSIR-100 programming tool to adjust factory defaults.



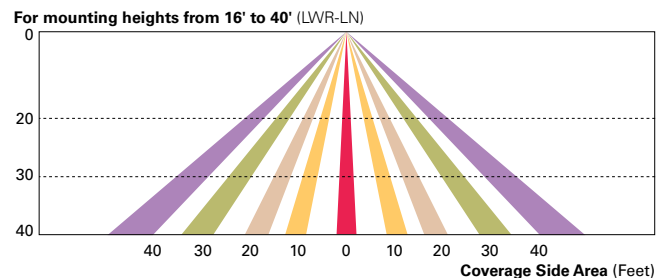
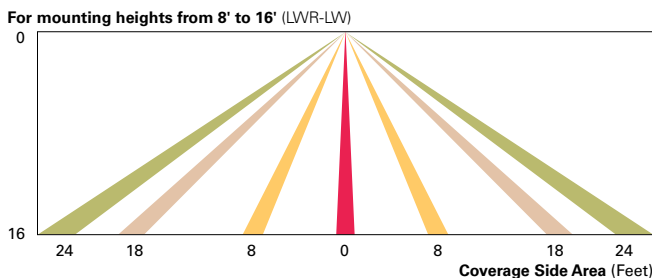
**WaveLinx Wireless Control and Monitoring System** Available in 7-PIN or 4-PIN configurations, the WaveLinx Outdoor control platform operates on a wireless mesh network based on IEEE 802.15.4 standards enabling wireless control of outdoor lighting. Use the WaveLinx Mobile application for set-up and configuration. At least one Wireless Area Controller (WAC) is required for full functionality and remote communication (including adjustment of any factory pre-sets).

**WaveLinx Outdoor Control Module (WOLC-7P-10A)** A photocontrol that enables astronomic or time-based schedules to provide ON, OFF and dimming control of fixtures utilizing a 7-PIN receptacle. The out-of-box functionality is ON at dusk and OFF at dawn.

**WaveLinx Wireless Sensor (SWPD4 and SWPD5)** These outdoor sensors offer passive infrared (PIR) occupancy and a photocell for closed loop daylight sensing. These sensors can be factory installed or field-installed via simple, tool-less integration into luminaires equipped with the Zhaga Book 18 compliant 4-PIN receptacle (ZD or ZW). These sensors are factory preset to dim down to approximately 50 percent power after 15 minutes of no activity detected. These occupancy sensors include an integral photocell for "dusk-to-dawn" control or daylight harvesting that is factory-enabled. A variety of sensor lenses are available to optimize the coverage pattern for mounting heights from 7'-40'.



**Enlighted Wireless Control and Monitoring System (LWR-LW and LWR-LN)** The Enlighted System is a connected lighting solution that combines LED luminaires with an integrated wireless sensor system. The sensor controls the lighting system in compliance with the latest energy codes and collects valuable data about building performance and use. Software applications turn the granular data into information through energy dashboards and specialized apps that make it simple and help optimize the use of other resources beyond lighting.





## ARP ALUMINUM ROUND TAPERED DECORATIVE

| Catalog #   |  | Type |
|-------------|--|------|
| Project     |  |      |
| Comments    |  | Date |
| Prepared by |  |      |

### FEATURES

- Tapered aluminum shaft spun from seamless 6063 alloy aluminum
- T6 four-bolt anchorage configuration provided
- Anchor bolt per ASTM F1554 Grade 55 with (2) hex nuts, (2) flat washers
- Cast 356 alloy aluminum base with access door
- 10' - 22' mounting heights
- Tenon mount only
- Options to meet Buy American and other domestic preference requirements



### DESIGN CONSIDERATIONS

Wind induced vibrations resulting from steady, unidirectional winds and other aerodynamic forces, as well as vibration and coefficient of height factors for non-grounded mounted installations (e.g., installations on bridges or buildings) are not included in this document. The information contained herein is for general guidance only and is not a replacement for professional judgement. Consult with a professional, and local and federal standards, before ordering to ensure product is appropriate for the intended purpose and installation location. Also, please review Cooper Lighting Solutions' Light Pole White Paper for risk factors and design considerations. [Learn more.](#)

Specifications and dimensions subject to change without notice. Consult your lighting representative at Cooper Lighting Solutions or visit [www.cooperlighting.com](http://www.cooperlighting.com) for available options, accessories and ordering information.

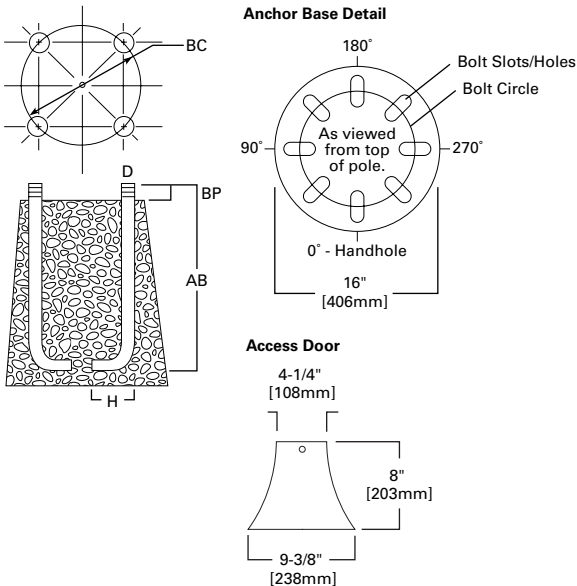
### ORDERING INFORMATION

SAMPLE NUMBER: ARP5L310ABZZ

| Product Family                                                                                                                                                                                                                         | Shaft Size (Inches) <sup>1</sup> | Wall Thickness (Inches)            | Pole Top Diameter (Inches)                                                           | Mounting Height (Feet)                                                                                                     | Base Type                             | Finish                                                                                                                                                                                                                                                                                | Mounting Type                                                            | Number and Location of Arms | Options (Add as Suffix)                                                                                                                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|------------------------------------|--------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ARP=Aluminum Round Tapered Decorative</b><br><b>BAA-ARP=Aluminum Round Tapered Decorative Buy American Act Compliant<sup>6</sup></b><br><b>TAA-ARP=Aluminum Round Tapered Decorative Trade Agreements Act Compliant<sup>6</sup></b> | <b>5=5"</b>                      | <b>L=0.156"</b><br><b>M=0.188"</b> | <b>3=3" O.D.<sup>4</sup></b><br><b>4=4-1/2" O.D.</b><br><b>6=4" O.D.<sup>5</sup></b> | <b>10=10'</b><br><b>12=12'</b><br><b>14=14'</b><br><b>16=16'</b><br><b>18=18'<sup>2</sup></b><br><b>22=22'<sup>2</sup></b> | <b>A=Aluminum (Round 4-Bolt Pole)</b> | <b>AP=Grey</b><br><b>BA=Anodized Bronze</b><br><b>BK=Black Smooth</b><br><b>BT=Black Texture</b><br><b>BZ=Bronze</b><br><b>CA=Anodized Clear</b><br><b>DA=Anodized Black</b><br><b>DP=Dark Platinum</b><br><b>GM=Graphite Metallic</b><br><b>GN=Hartford Green</b><br><b>WH=White</b> | <b>2=2-3/8" O.D. Tenon (4" Long)</b><br><b>5=3" O.D. Tenon (4" Long)</b> | <b>X=None</b>               | <b>C=Convenience Outlet<sup>3</sup></b><br><b>E=GFCI Convenience Outlet<sup>3</sup></b><br><b>G=Ground Lug</b><br><b>V=Vibration Dampener<sup>2</sup></b> |

**NOTES** 1. All shaft sizes nominal. 2. Vibration damper recommended over 18 feet add suffix "V" to catalog number. 3. Specify outlet location. Receptacle not included, provision only. 4. Provides 3" O.D. pole top suited for Arbor Post Top. 5. Provides 4" OD pole top suited for LuxeScape post tops. 6. Only product configurations with these designated prefixes are built to be compliant with the Buy American Act of 1933 (BAA) or Trade Agreements Act of 1979 (TAA), respectively. Please refer to [DOMESTIC PREFERENCES](#) website for more information. Components shipped separately may be separately analyzed under domestic preference requirements.

### ANCHORAGE DATA



| Pole                                 | Anchor Bolt and Template Package | Shaft Diameter (inches) | Bolt Circle (inches) | Number of Bolts | Bolt Size (inches) | Template Only |
|--------------------------------------|----------------------------------|-------------------------|----------------------|-----------------|--------------------|---------------|
| Aluminum Round Decorative Pole (ARP) | 317AVE30                         | 4 x 5                   | 9                    | 4               | 3/4 x 17           | 407040D       |

## Effective Projected Area (18" Above Pole Top)

| Mounting Height (Feet) | Catalog Number | Wall Thickness (Inches) | Bolt Circle Diameter (Inches) | Anchor Bolt Projection (Inches) | Shaft Taper (Inches) | Anchor Bolt Diameter x Length x Hook (Inches) | Net Weight (Pounds) | Maximum Effective Projected Area (Square Feet) (1.3 gust factor) |        |         | Max. Load (Pounds) |
|------------------------|----------------|-------------------------|-------------------------------|---------------------------------|----------------------|-----------------------------------------------|---------------------|------------------------------------------------------------------|--------|---------|--------------------|
| MH                     |                |                         | BC                            | BP                              | B                    | AB <sup>1</sup>                               |                     | 80 mph                                                           | 90 mph | 100 mph |                    |
| 10                     | ARP5L310A      | 0.156                   | 9.0                           | 3.5                             | 5 x 3                | 3/4 x 17 x 3                                  | 57                  | 19.6                                                             | 15.3   | 12.3    | 120                |
| 12                     | ARP5L312A      | 0.156                   | 9.0                           | 3.5                             | 5 x 3                | 3/4 x 17 x 3                                  | 62                  | 16.1                                                             | 12.5   | 9.9     | 120                |
| 14                     | ARP5L314A      | 0.156                   | 9.0                           | 3.5                             | 5 x 3                | 3/4 x 17 x 3                                  | 67                  | 13.2                                                             | 10.1   | 8.0     | 120                |
| 16                     | ARP5L316A      | 0.156                   | 9.0                           | 3.5                             | 5 x 3                | 3/4 x 17 x 3                                  | 72                  | 10.6                                                             | 8.0    | 6.2     | 120                |
| 18                     | ARP5L318A      | 0.156                   | 9.0                           | 3.5                             | 5 x 3                | 3/4 x 17 x 3                                  | 77                  | 8.5                                                              | 6.4    | 4.8     | 120                |
| 18                     | ARP5M418A      | 0.188                   | 9.0                           | 3.5                             | 5 x 4.5              | 3/4 x 17 x 3                                  | 83                  | 10.1                                                             | 7.7    | 6.1     | 150                |
| 22                     | ARP5M422A      | 0.188                   | 9.0                           | 3.5                             | 5 x 4.5              | 3/4 x 17 x 3                                  | 88                  | 6.4                                                              | 4.6    | 3.6     | 150                |

**Cooper Lighting Solutions**  
 1121 Highway 74 South  
 Peachtree City, GA 30269  
 P: 770-486-4800  
[www.cooperlighting.com](http://www.cooperlighting.com)

**Canada Sales**  
 5925 McLaughlin Road  
 Mississauga, Ontario L5R 1B8  
 P: 905-501-3000  
 F: 905-501-3172

Specifications and  
 dimensions subject to  
 change without notice.





# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                  | <b>Action Requested:</b> |
|------------------|--------------------------|
| INFORMATION ONLY | Direction Requested      |
| ACTION REQUESTED | Discussion Item          |

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

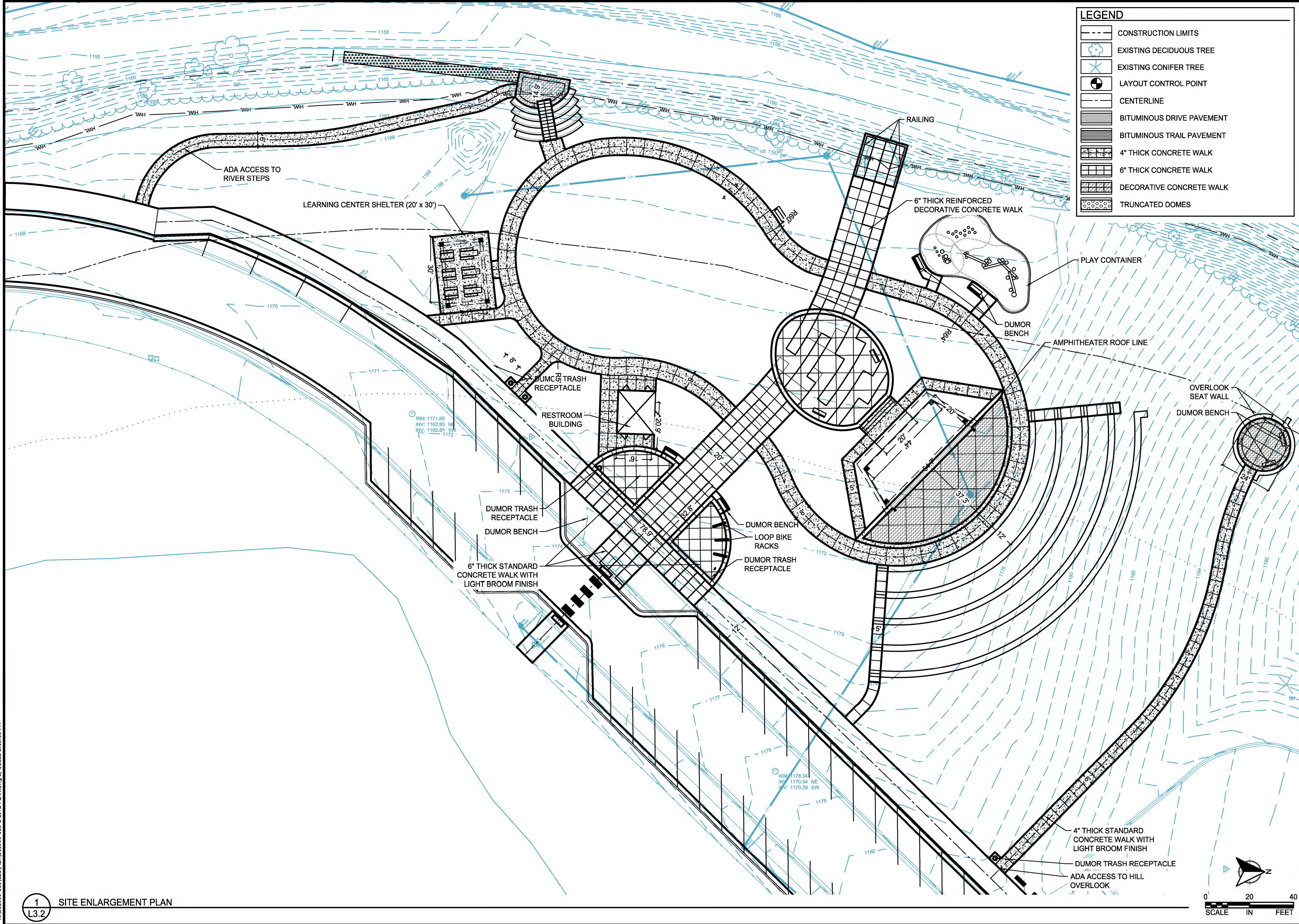
*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*



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wsb

WSB GROUP, INC.

SCALE: AS SHOWN  
PLAN BY: SDF

DESIGN BY: RAS  
CHECK BY: RAS

REVISIONS

| NO. | DATE | DESCRIPTION |
|-----|------|-------------|
|     |      |             |
|     |      |             |
|     |      |             |
|     |      |             |
|     |      |             |

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

ROBERT A. SLIPKA III  
DATE: 44337  
LIC. NO.

MISSISSIPPI LANDING TRAILHEAD PROJECT  
CITY OF BRAINERD

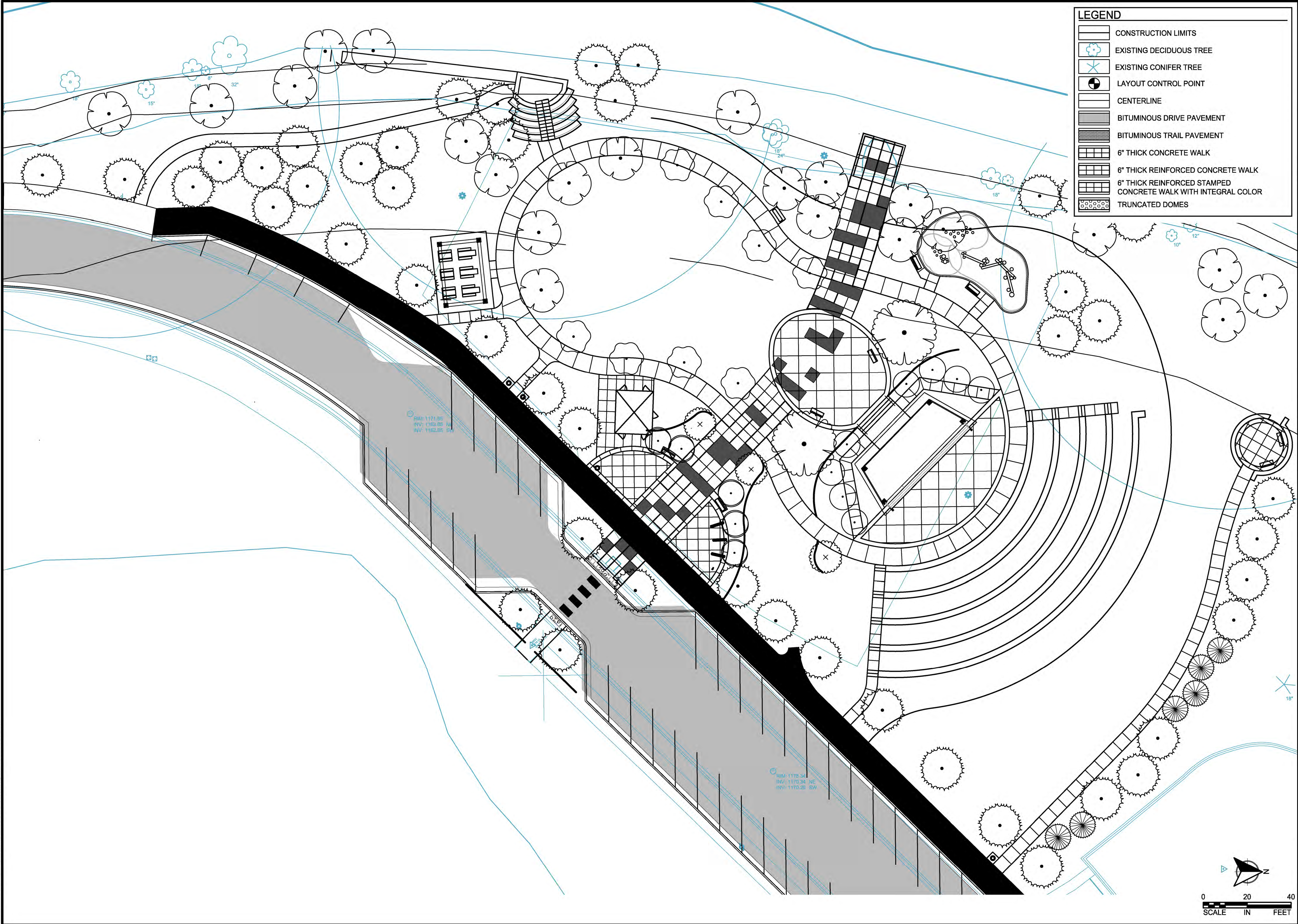
CLIENT PROJECT NO.

WSB PROJECT NO.  
018999-000

SHEET  
L3.2



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SCALE: AS SHOWN  
PLAN BY: SDF  
DESIGN BY: RAS  
CHECK BY: RAS

| REVISIONS |             |
|-----------|-------------|
| NO.       | DESCRIPTION |
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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

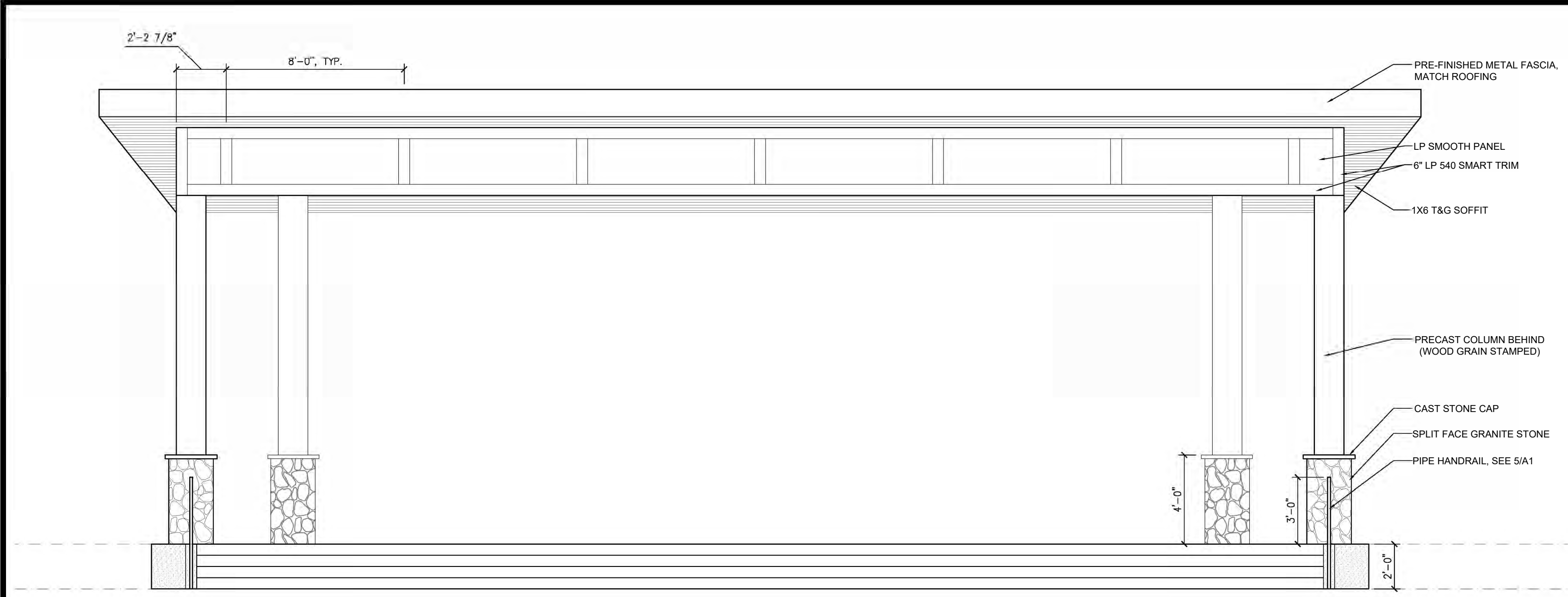
ROBERT A. SLIPKA III  
DATE: \_\_\_\_\_ LIC. NO.: 44337

LANDSCAPE ENLARGEMENT PLANS

MISSISSIPPI LANDING TRAILHEAD PROJECT  
CITY OF BRAINER

CLIENT PROJECT NO.  
WSB PROJECT NO. 018999-000  
SHEET L5.1

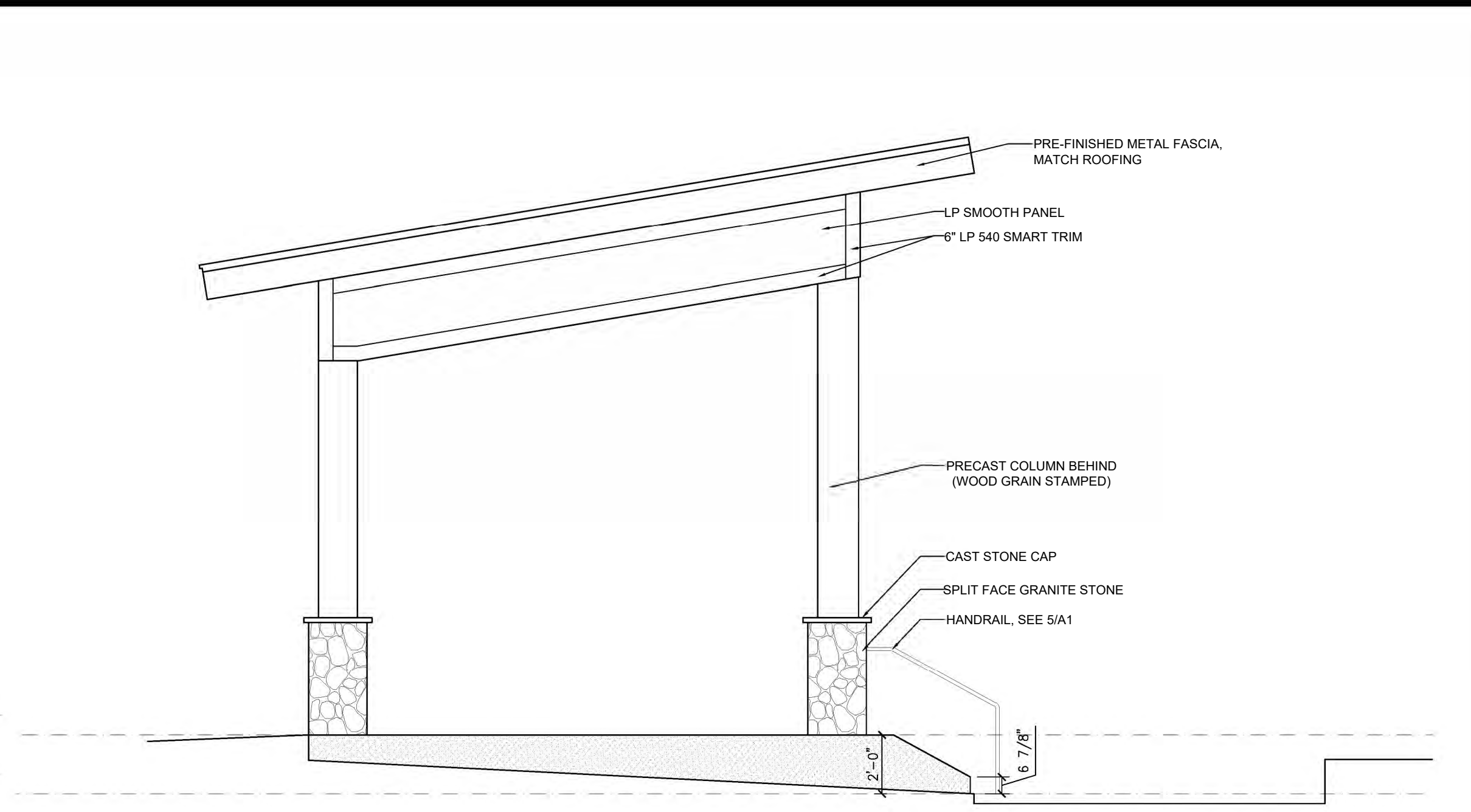




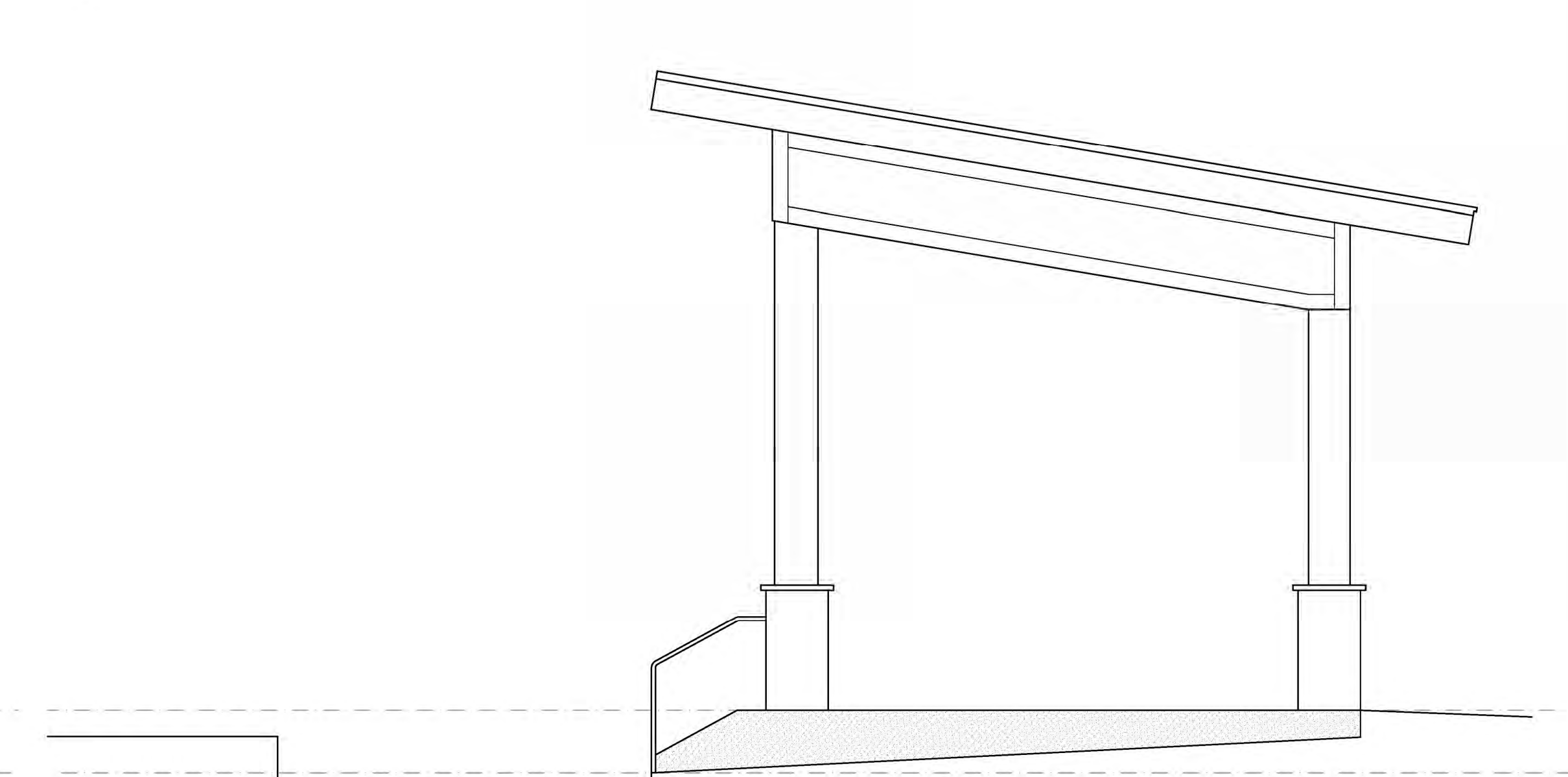
1 NORTHEAST ELEVATION  
1/4" = 1'-0" ON 24 X 36 PAPER



3 SOUTHWEST ELEVATION  
1/4" = 1'-0" ON 24 X 36 PAPER

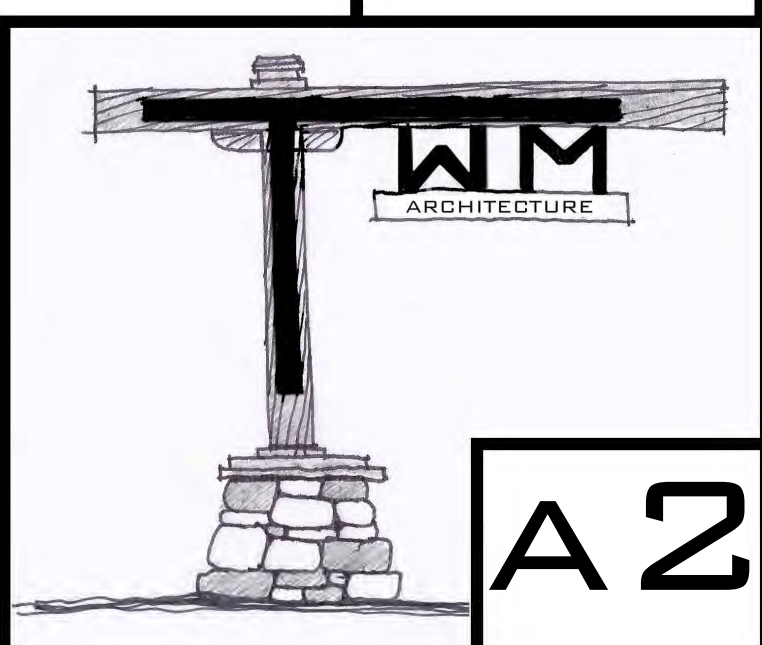


2 SOUTHEAST ELEVATION  
1/4" = 1'-0" ON 24 X 36 PAPER



4 NORTHWEST ELEVATION  
1/4" = 1'-0" ON 24 X 36 PAPER

PRELIMINARY ONLY  
NOT FOR CONSTRUCTION



A2

2-28-22

wsb

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

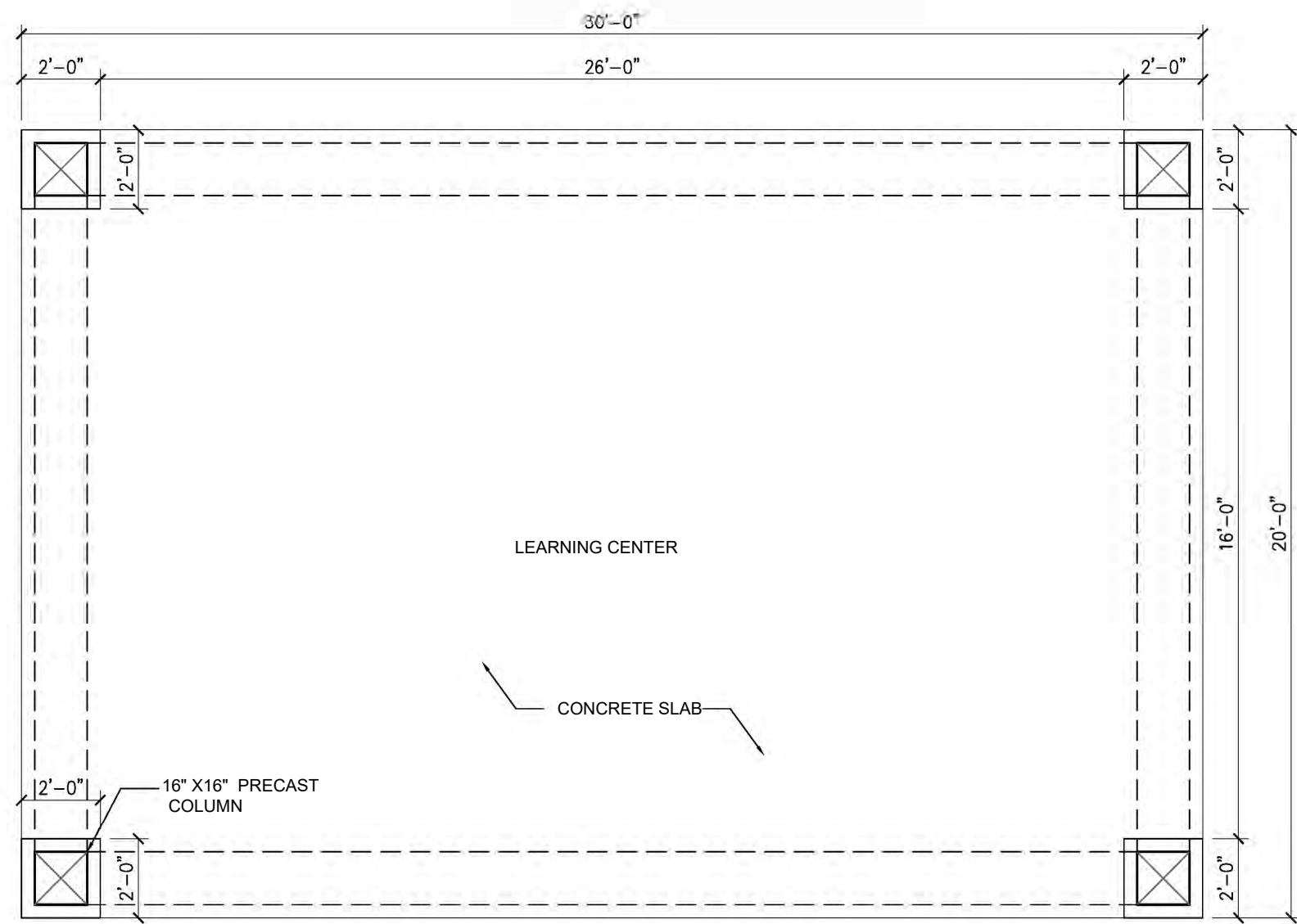
LIC. # 45743

TRAVIS MILLER DATE:

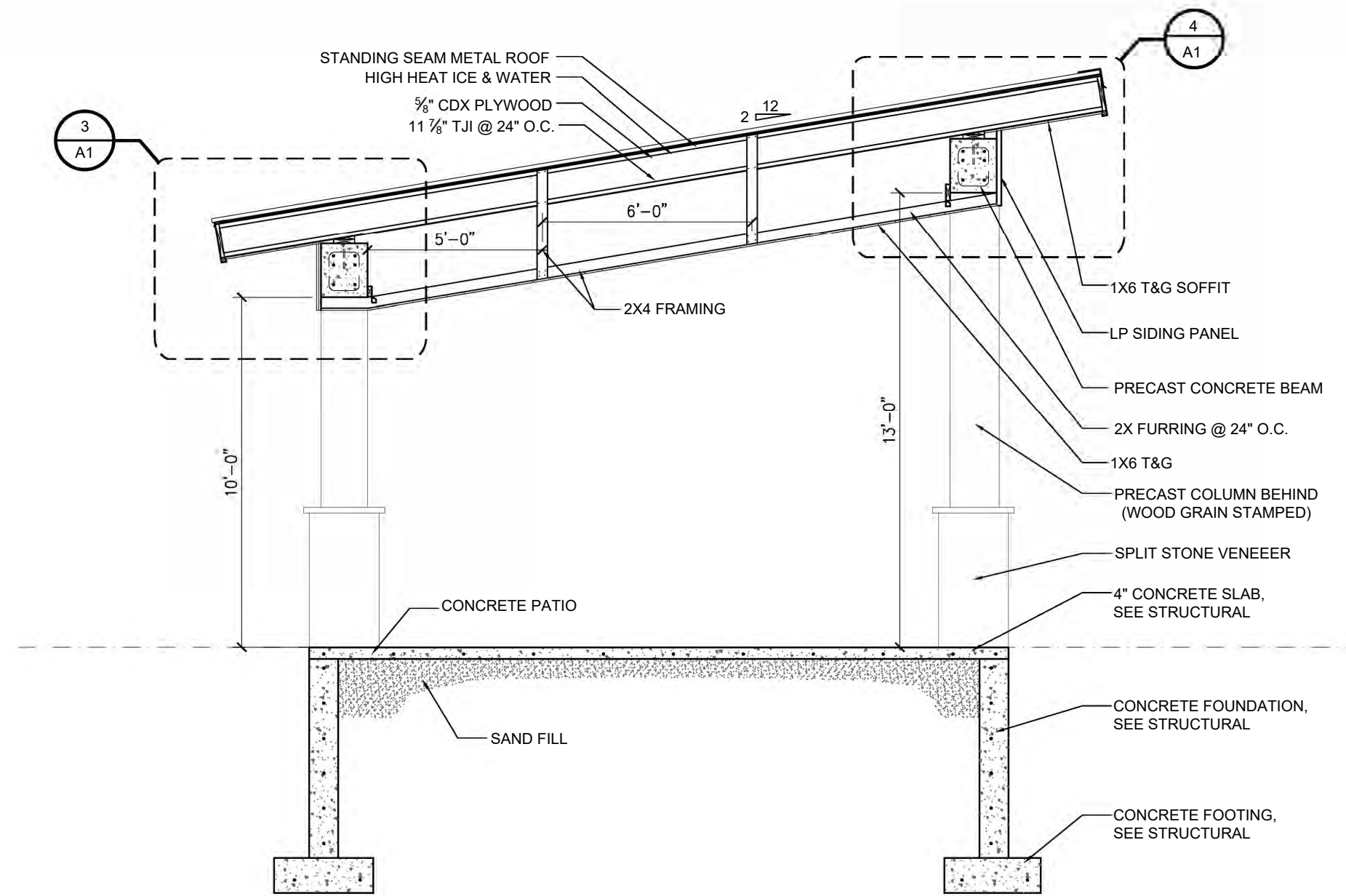
MISSISSIPPI LANDING  
TRAILHEAD PARK  
AMPHITHEATER STUDY  
BRainerd, MN

TWM ARCHITECTURE COPYRIGHT 2022

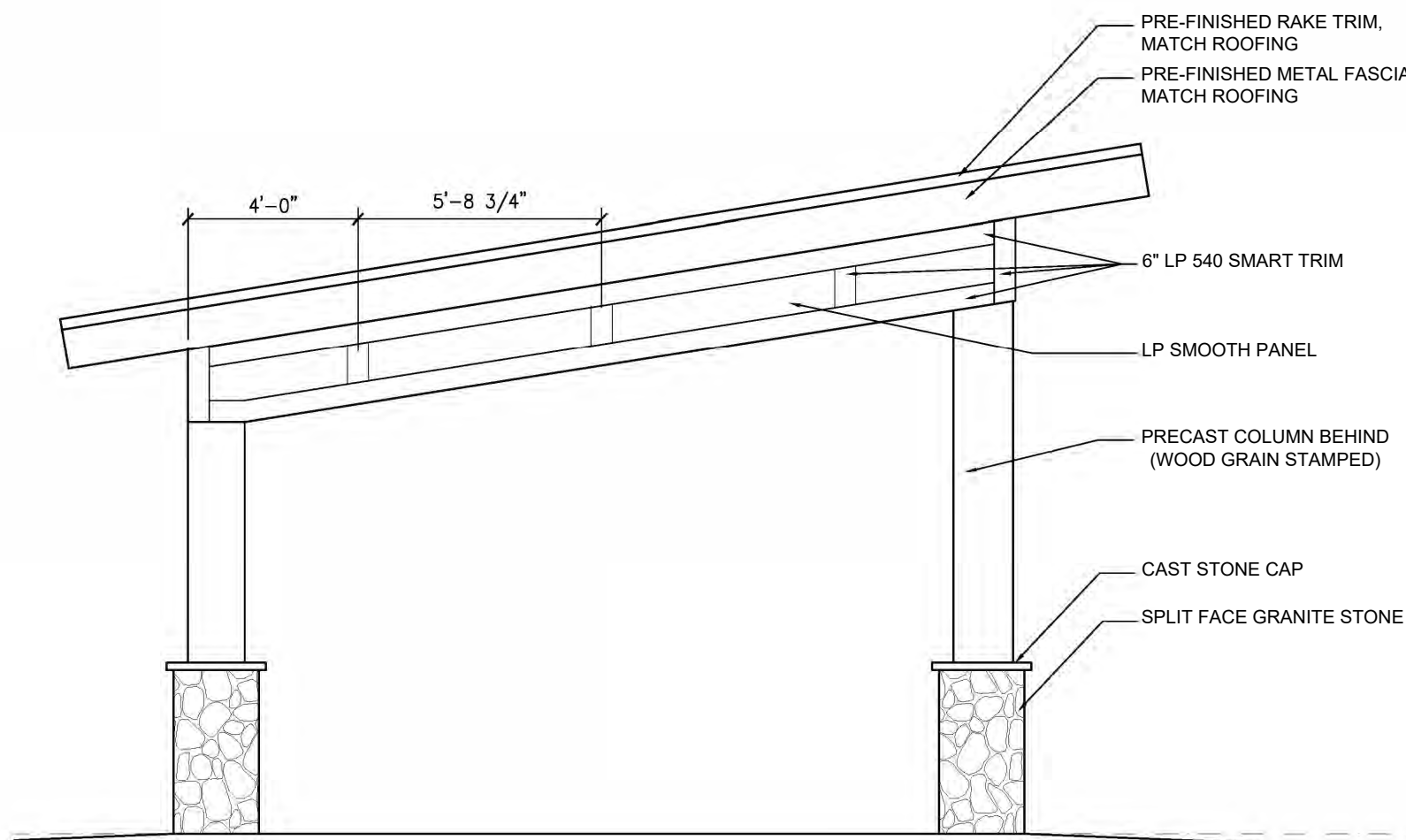




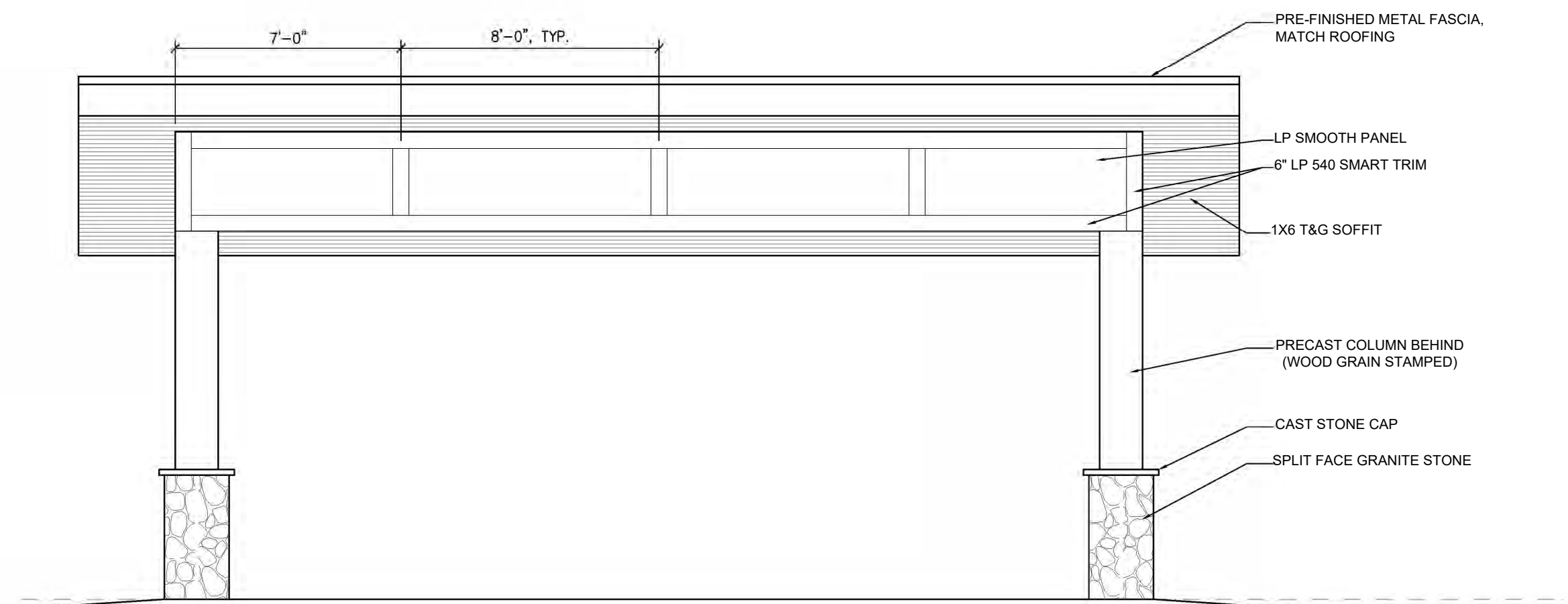
1 LEARNING CENTER FLOOR PLAN  
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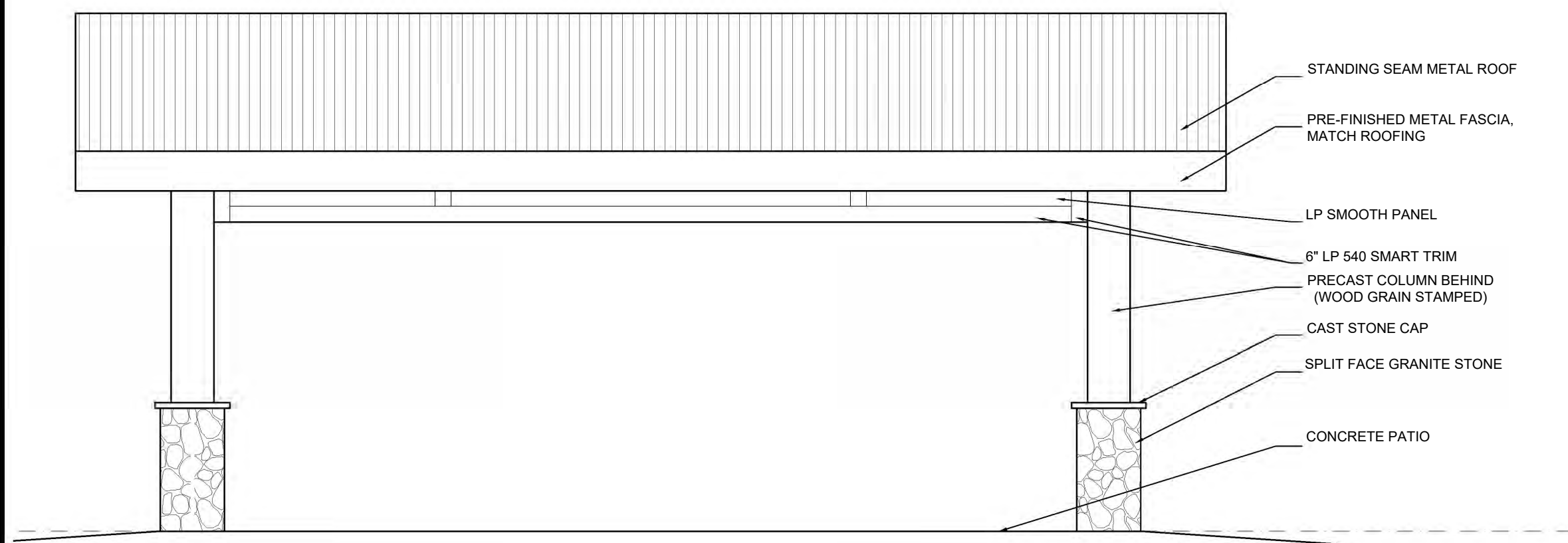
2 SECTION  
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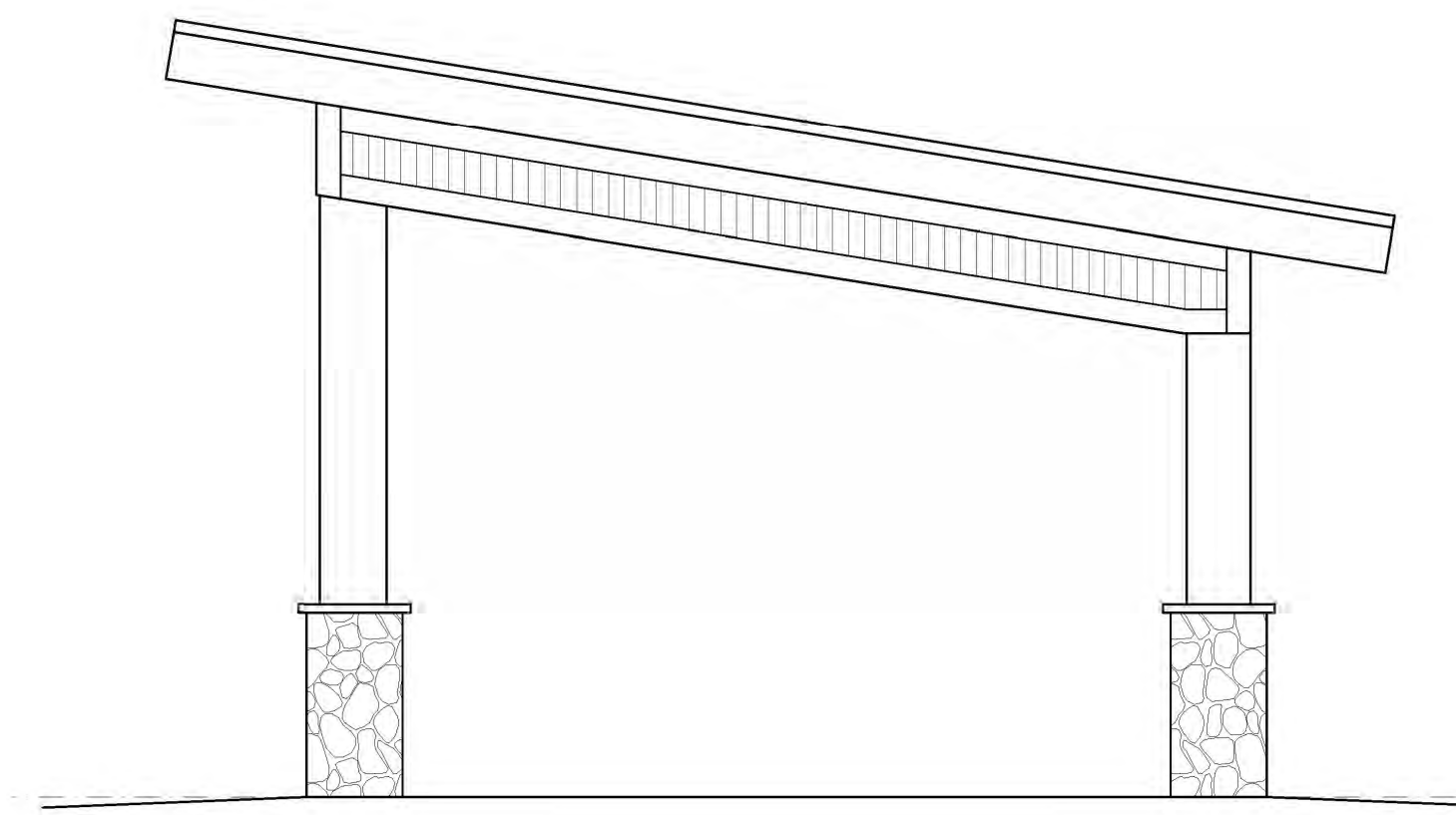
4 SIDE ELEVATION  
1/4" = 1'-0" ON 24 X 36 PAPER



3 FRONT ELEVATION  
1/4" = 1'-0" ON 24 X 36 PAPER

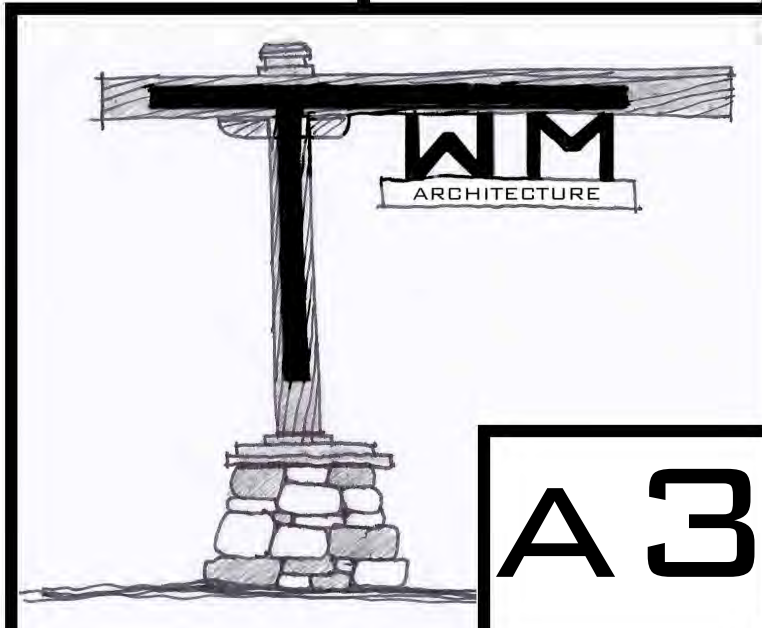


5 REAR ELEVATION  
1/4" = 1'-0" ON 24 X 36 PAPER



6 SIDE ELEVATION  
1/4" = 1'-0" ON 24 X 36 PAPER

PRELIMINARY ONLY  
NOT FOR CONSTRUCTION



2-28-22

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LIC. # 45743

TRAVIS MILLER DATE:

MISSISSIPPI LANDING  
TRAILHEAD PARK  
AMPHITHEATER STUDY  
BRainerd, MN

TWM ARCHITECTURE COPYRIGHT 2022



## Narrative

**Project Summary:** The Mississippi Landing Trailhead Park will help connect residents and visitors to the Mississippi River through recreation, education, and restoration; providing an accessible connection to the river for everyone.

**Describe the opportunity or problem your proposal seeks to address. Include any relevant background information.**

Brainerd seeks to design and construct a new park, the Mississippi Landing Trailhead (MLT) on a 3-acre, city owned parcel adjacent to the Mississippi River. Brainerd has little public land on the river. With a median income of only \$33,415, low cost recreational opportunities are needed like walking, biking, and canoeing/kayaking. There is no centralized trailhead to access the Mississippi River State Water Trail and Cuyuna Lakes & Paul Bunyan State Trails, and to draw trail visitors to downtown businesses. Brainerd's existing canoe launch is difficult to use and muddy. Brainerd lacks an outdoor community gathering space for public events & concerts. The city now holds public events in downtown parking lots. The historic Gregory Park bandstand is small and has limited grass seating space and no parking. Schools have no easy access to the river for environmental education; public information is also lacking. The underutilized park site includes only a paved city trail and an old asphalt parking lot that drains 797,000 gallons of stormwater directly into the river per year. The riverbank is becoming overrun with invasive species. Finally, in the County's recent Health Needs Assessment 65% of residents did not meet physical activity guidelines.

**What is your proposed solution to the problem or opportunity discussed above? i.e. What are you seeking funding to do? You will be asked to expand on this in Activities and Milestones.**

The project will remove the existing parking lot and construct:

- 1) Paved hike/bike trails, and a natural surface hiking trail: these will connect via short spurs to the two State Trails & downtown ¼ mile away and other City trails
- 2) Hillside improvements to support community performances on a natural hill, terraced seating, open turf space, and a paved promenade with electric hookups, providing a park setting with great river views and ample seating & parking for concerts, farmers markets, and community events
- 3) A canoe/kayak launch, offering a sandier, safer canoe/kayak launch with a convenient loading zone and shorter access trail
- 4) A space for outdoor education; the site is 800 ft. from the High School building & ½ mile from Central Lakes College—convenient for classes at both institutions
- 5) Two river overlooks, a trailhead kiosk, benches, restroom building, and interpretive signs
- 6) Rain gardens for stormwater filtration & riverbank habitat restoration

All facilities will meet ADA accessibility guidelines. The City will construct angled, on-street parking & an enhanced crosswalk to the high school in a separate project to be completed before the park opens (not part of this application)

**What are the specific project outcomes as they relate to the public purpose of protection, conservation, preservation, and enhancement of the state's natural resources?**

Trailhead and canoe/kayak launch shall pay tribute to the site history as a point of departure and arrival for the public while preserving its continued use by/for the public.

Stormwater flows shall be slowed, captured and cleansed, thereby enhancing river water quality and protecting sensitive aquatic species.

Site plantings benefit bird and insect habitat conservation in the Mississippi River flyway corridor:

- 1) Degraded shoreline forest shall be enhanced by litter removal, ecosystem restoration and erosion/slope stabilization
- 2) Vegetation richness/diversity shall increase with native tree, sedge, and forb species plantings
- 3) Pollinator friendly landscapes

## Project Location

**What is the best scale for describing where your work will take place?**

City(s): Brainerd

**What is the best scale to describe the area impacted by your work?**

Region(s): Central

**When will the work impact occur?**

During the Project



## Activities and Milestones

### Activity 1: DESIGN - Landscape Architecture, & Civil Engineering

**Activity Budget:** \$285,124

**Activity Description:**

The project will include landscape architecture and engineering design for all project elements. Design will include site grading, site utilities, riverbank restoration, erosion control, bituminous trails, sidewalks, design of structures (outdoor classroom, gateway feature), site amenities (curb, gutter, nature play area, lighting, signage, trailhead elements, hillside seating, retaining walls, stormwater treatment facilities, site furnishings, and landscape plantings). A&E firm will be chosen through competitive RFP process. This consultant will lead the City of Brainerd through the design development stage; evolving the conceptual master plan provided into a final design. The selected firm will provide a public presentation, estimated costs, final plans, bidding and construction management to the project. A preliminary concept plan is attached and is the basis for advancing this project. The project non-construction cost items include design/engineering (survey, geotechnical engineering, final design and construction documents, and permitting) and construction management.

**Activity Milestones:**

| Description                                                                                   | Completion Date   |
|-----------------------------------------------------------------------------------------------|-------------------|
| Request for Proposal - Select Design Consultant                                               | August 31, 2021   |
| Design Process - Concept & Design Development                                                 | December 31, 2021 |
| Testing and Permitting - Complete all site testing for the site design & permitting           | April 30, 2022    |
| Construction Documentation - Develop plans, sections, details, quantities, and specifications | April 30, 2022    |

### Activity 2: CONSTRUCTION - Site Improvements, Construction & Construction Administration

**Activity Budget:** \$2,564,876

**Activity Description:**

Construction will follow final plans and specifications developed by the A&E firm. Contractors will be solicited through the public bidding process that adheres to the City of Brainerd's policy, which adheres to state statute guidelines and requirements. Construction will include mobilization, site demolition, site clearing and grubbing, trenching, site preparation, grading, hardscape construction (backfilling, compaction, pavement, curb, gutter, sidewalks, site utilities), softscape installation (trees, shrubs, mulch), erosion control, fixtures (gateway construction, public art features, lighting), and other miscellaneous construction items. This activity will also include construction management, a service provided by the awarded consultant.

**Activity Milestones:**

| Description                                                                       | Completion Date |
|-----------------------------------------------------------------------------------|-----------------|
| Bidding - Advertise for bid and award construction contractor through RFP process | June 30, 2022   |
| Construction Completion                                                           | June 30, 2023   |
| Project Closeout                                                                  | June 30, 2024   |

## Project Partners and Collaborators

| Name              | Organization | Role                                                                                                                                                                                                                                                                                                           | Receiving Funds |
|-------------------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Ashley Kaisershot | Sourcewell   | Ashley Kaisershot serves as a consulting planner for the City of Brainerd a variety of planning and trail development initiatives. Ashley has been a part of this project since 2016 and will continue to assist in the development and oversight of the Mississippi Landing Trailhead project (through 2020). | No              |

## Dissemination

**Describe your plans for dissemination, presentation, documentation, or sharing of data, results, samples, physical collections, and other products and how they will follow ENTRF Acknowledgement Requirements and Guidelines.**

AK comment: The city will create a project page for the Mississippi Landing Trailhead; a landing page highlighting the progression of the project, site development, clearly indicating the collaborative nature of the project and funding from the Environment and Natural Resources Trust Fund. The ENTRF logo will be included in this project page. On the project landing page, city staff will share the status of construction and highlight the important elements of the site. At the completion of each large project phase, staff will develop a brief publication to be shared via social media, sharing photos branded with the logo - following the ENTRF acknowledgment guidelines.

In addition, a site construction sign will be installed to identify the funders of the project, with the ENTRF logo.

## Long-Term Implementation and Funding

**Describe how the results will be implemented and how any ongoing effort will be funded. If not already addressed as part of the project, how will findings, results, and products developed be implemented after project completion? If additional work is needed, how will this be funded?**

The project will be completed and implemented when the Mississippi Landing Trailhead park is officially opened to the public. After construction, the City of Brainerd Parks Department and City Council have committed to operating and maintaining the park in perpetuity.

Parking is not included in this project but will be constructed as a part of a new improvement project. On street parking will replace the removal of the parking lot. If the project is funded, the city will complete the road improvements through a separate capital project by the time the park opens.



## Budget Summary

| Category / Name               | Subcategory or Type                        | Description                                                                                                                                                                                                                                                                                                                                                               | Purpose | Gen. Ineligible | % Benefits | # FTE | Classified Staff? | \$ Amount          |
|-------------------------------|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----------------|------------|-------|-------------------|--------------------|
| <b>Personnel</b>              |                                            |                                                                                                                                                                                                                                                                                                                                                                           |         |                 |            |       |                   |                    |
|                               |                                            |                                                                                                                                                                                                                                                                                                                                                                           |         |                 |            |       | <b>Sub Total</b>  | -                  |
| <b>Contracts and Services</b> |                                            |                                                                                                                                                                                                                                                                                                                                                                           |         |                 |            |       |                   |                    |
| TBD                           | Professional or Technical Service Contract | SITE DESIGN AND ENGINEERING: The first step in constructing the Mississippi Landing Trailhead is developing the final site design, engineering, and construction specifications for the park. A conceptual design has been completed through collaboration with the National Parks Service, and a preliminary cost estimate has been conducted by SEH.                    |         |                 |            | 0     |                   | \$285,000          |
| TBD                           | Professional or Technical Service Contract | FEATURE CONSTRUCTION/INSTALLATION: The Mississippi Landing Trailhead park will have numerous features with which the community can engage. Such features include restroom facilities, water stations, bike repair stations, art, outdoor education facility, and more. A main element of the park's construction will be constructing/building/installing these features. |         |                 |            | 0     |                   | \$1,775,000        |
| TBD                           | Professional or Technical Service Contract | SITE PREPARATION AND LANDSCAPING: Once the design and engineering for the Mississippi Landing Trailhead is complete, the next step will be to prepare the site for construction. This portion of the project also includes conducting ecological improvements and overall landscaping.                                                                                    |         |                 |            | 0     |                   | \$620,000          |
| TBD                           | Professional or Technical Service Contract | CONSTRUCTION ADMINISTRATION: While the City of Brainerd has a number of qualified staff from engineers to planners to building officials who could effectively manage the construction of the Mississippi Landing Trailhead, it is generally the City's practice to contract for construction administration services for such projects.                                  |         |                 |            | 0     |                   | \$170,000          |
|                               |                                            |                                                                                                                                                                                                                                                                                                                                                                           |         |                 |            |       | <b>Sub Total</b>  | <b>\$2,850,000</b> |

|                                               |  |  |  |  |  |  |                        |                    |
|-----------------------------------------------|--|--|--|--|--|--|------------------------|--------------------|
| <b>Equipment,<br/>Tools, and<br/>Supplies</b> |  |  |  |  |  |  |                        |                    |
|                                               |  |  |  |  |  |  | <b>Sub<br/>Total</b>   | -                  |
| <b>Capital<br/>Expenditures</b>               |  |  |  |  |  |  |                        |                    |
|                                               |  |  |  |  |  |  | <b>Sub<br/>Total</b>   | -                  |
| <b>Acquisitions<br/>and<br/>Stewardship</b>   |  |  |  |  |  |  |                        |                    |
|                                               |  |  |  |  |  |  | <b>Sub<br/>Total</b>   | -                  |
| <b>Travel In<br/>Minnesota</b>                |  |  |  |  |  |  |                        |                    |
|                                               |  |  |  |  |  |  | <b>Sub<br/>Total</b>   | -                  |
| <b>Travel<br/>Outside<br/>Minnesota</b>       |  |  |  |  |  |  |                        |                    |
|                                               |  |  |  |  |  |  | <b>Sub<br/>Total</b>   | -                  |
| <b>Printing and<br/>Publication</b>           |  |  |  |  |  |  |                        |                    |
|                                               |  |  |  |  |  |  | <b>Sub<br/>Total</b>   | -                  |
| <b>Other<br/>Expenses</b>                     |  |  |  |  |  |  |                        |                    |
|                                               |  |  |  |  |  |  | <b>Sub<br/>Total</b>   | -                  |
|                                               |  |  |  |  |  |  | <b>Grand<br/>Total</b> | <b>\$2,850,000</b> |



Classified Staff or Generally Ineligible Expenses

| Category/Name | Subcategory or Type | Description | Justification Ineligible Expense or Classified Staff Request |
|---------------|---------------------|-------------|--------------------------------------------------------------|
|---------------|---------------------|-------------|--------------------------------------------------------------|

## Non ENRTF Funds

| Category         | Specific Source                                                            | Use                                                                                                                                                                                                                                                                             | Status                     | Amount           |
|------------------|----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------------------|
| <b>State</b>     |                                                                            |                                                                                                                                                                                                                                                                                 |                            |                  |
| Cash             | Minnesota Investment Funds - 2020 Fund Rollover                            | MIF funds to be allocated to the project.                                                                                                                                                                                                                                       | Secured                    | \$100,000        |
|                  |                                                                            |                                                                                                                                                                                                                                                                                 | <b>State Sub Total</b>     | <b>\$100,000</b> |
| <b>Non-State</b> |                                                                            |                                                                                                                                                                                                                                                                                 |                            |                  |
| In-Kind          | Staff time allocated to the oversight and management of the grant project. | Staff from various departments will provide in-kind assistance in addition to their duties between the acceptance of the grant and the completion of the project. Departments include Administration, Finance, Community Development, and Public Works (Engineering and Parks). | Potential                  | \$100,000        |
|                  |                                                                            |                                                                                                                                                                                                                                                                                 | <b>Non State Sub Total</b> | <b>\$100,000</b> |
|                  |                                                                            |                                                                                                                                                                                                                                                                                 | <b>Funds Total</b>         | <b>\$200,000</b> |



## Attachments

### Required Attachments

#### *Visual Component*

File: [9b7104a7-819.pdf](#)

#### *Alternate Text for Visual Component*

This document includes the Mississippi Landing Trailhead Park master plan, updated project estimate, and certificate of survey....

#### *Board Resolution or Letter*

| Title                                               | File                             |
|-----------------------------------------------------|----------------------------------|
| Mississippi Landing Trailhead Supporting Resolution | <a href="#">3ae40f5a-9b1.pdf</a> |

### Optional Attachments

#### *Support Letter or Other*

| Title                                            | File                             |
|--------------------------------------------------|----------------------------------|
| Support Content                                  | <a href="#">db7ccf78-8aa.pdf</a> |
| Mississippi Landing Trailhead Letters of Support | <a href="#">772120d8-e12.pdf</a> |
| 2018 City of Brainerd CAFR                       | <a href="#">435986a4-628.pdf</a> |
| MLT Cost Estimate                                | <a href="#">64684b04-c64.pdf</a> |

## Difference between Proposal and Work Plan

### *Describe changes from Proposal to Work Plan Stage*

Omission of the amphitheater structure, targeted for a city capital campaign effort (seating to remain); temporary stage will be constructed through local partnerships. Removal of river steps, transition to phase II of project. Lowered the cost of the restroom facility to align with allocated funds. Changes in the project timeline to account for spring advertisement for bids for the construction work, planting unit installation schedule spring/fall (avoiding summer months), and positioning the project where construction will begin in June 2022 and end June 2023. This shift allocates more time for the design phase.

Mississippi Landing Trailhead Park will serve as a connection for the community to the river. An important aspect to this park will be creating outdoor recreational and learning opportunities through establishment of native habitat. Our goals for the park include the following: wildlife habitat, plant diversity, stormwater treatment, restoring natural disturbances, providing habitat for pollinators, and managing invasive species. The Mississippi River serves as a wildlife corridor within the City of Brainerd. The design of this park will keep intact and enhance the native forest area along the riverbank through native plantings. Selecting a diverse and native planting plan will also be important for creating a resilient habitat. Native and diverse plant communities along the river will help prevent invasive species and maintain forest health from environmental stressors. Also, the city is currently working on a public tree inventory mapping program to foster a resilient tree community. This Park project will plant trees according to our management plan that will be adopted after our public tree inventory is completed. There are stormwater filtration basins planned for the park. These stormwater areas will help filter contaminants from the adjacent road and serve as wildlife and pollinator habitat. This stormwater/ raingarden habitat may be a good project to partner with the local mater garden's club for implementation and maintenance. There will also be an emphasis on creating resilient and bee friendly lawns in some of the turf grass areas. Once established, the Brainerd Parks Department will work on maintaining the natural



# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                  | <b>Action Requested:</b> |
|------------------|--------------------------|
| INFORMATION ONLY | Direction Requested      |
| ACTION REQUESTED | Discussion Item          |

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*

**ORDINANCE**  
**NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTION 1200 OF THE CITY CODE CONCERNING SALE  
AND CONSUMPTION OF LIQUOR IN PUBLIC PARKS**

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: Purpose.

The existing City Code prohibits the sale and consumption of liquor in public places, while non-intoxicating malt liquor is allowed in limited circumstances in Memorial Park. This amendment provides the opportunity for the sale and consumption of intoxicating liquor in public parks pursuant to temporary on-sale licenses approved by the State under Minnesota Statutes section 340A.404, subdivision 10.

SECTION TWO: Amendment. The following provisions of Section 1200 are amended as indicated, with deleted language struck out and new language underlined:

1200.17        Restrictions on Purchase and Consumption. Subdivision 1. Liquor in Unlicensed Places. No person shall mix or prepare liquor for consumption in any public place or place of business unless it has a license to sell liquor on-sale ~~or a permit from the Commissioner of Public Safety under Minnesota Statutes, Section 340.119~~ and no person shall consume liquor in any such place.

Subdivision 2. Consumption in Public Places. No person shall consume liquor on a public highway, public park except in compliance with Section 1205.03, Subd. 5, or other public places. Notwithstanding the foregoing, intoxicating liquor may be mixed, sold and consumed in a public park pursuant to a temporary on-sale liquor license, subject to the following conditions:

- a) Only a club or charitable, religious, or other nonprofit organization in existence for at least three years may apply for a temporary on-sale liquor license. The on-sale of intoxicating liquor must be in connection with a social event within the City sponsored by the applicant. The applicant shall also apply for an event permit as required by City Code. The applicant may contract for intoxicating liquor catering services with the holder of a full-year on-sale intoxicating liquor license issued by any municipality.
- b) The license requires approval by the City Council. If approved, the license is subject to the terms set forth by the Council. Those terms include the following:
  1. The on-sale of intoxicating liquor is limited to four consecutive days or less as set forth in the license.
  2. If catered, the license shall provide the name and address of the catering entity that holds a full-year on-sale intoxicating liquor license.
  3. The license fee must be paid in full before the license is issued.
  4. The license must be reviewed and approved by the Commissioner of Public Safety before it is deemed in effect.
  5. The area within the park in which liquor is to be sold and consumed must be entirely contained within a building and/or within temporary fencing preventing sale and consumption of alcohol outside the approved area.



6. One or more City police officers shall be assigned to the event at licensee's sole cost. The number and nature of police presence shall be in the sole discretion of the Police Chief or the Chief's designee.
7. The licensee shall provide proof of liability and property insurance. The liability insurance shall be in an amount no less than the tort limits set forth in Minn. Stat. § 466.04. The property insurance shall be in an amount no less than \$500,000 per occurrence.

SECTION THREE: Effective Date. This ordinance becomes effective from and after its passage and publication pursuant to the City Charter.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
KELLY BEVANS  
President of the Council

Approved this \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
DAVE BADEAUX  
Mayor

ATTEST: \_\_\_\_\_  
JENNIFER BERGMAN  
City Administrator

Publication date: \_\_\_\_\_, 2023



# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                  | <b>Action Requested:</b> |
|------------------|--------------------------|
| INFORMATION ONLY | Direction Requested      |
| ACTION REQUESTED | Discussion Item          |

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*



# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                                                 |                                                                                   |
|-------------------------------------------------|-----------------------------------------------------------------------------------|
| <p>INFORMATION ONLY</p> <p>ACTION REQUESTED</p> | <p><b>Action Requested:</b></p> <p>Direction Requested</p> <p>Discussion Item</p> |
|-------------------------------------------------|-----------------------------------------------------------------------------------|

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*





Brainerd Parks & Recreation, MN  
501 Laurel Street  
Brainerd, MN 56401  
218-828-2320  
parks@ci.brainerd.mn.us  
<https://www.ci.brainerd.mn.us/201/parks>

## PERMIT #2085

Authorized On: 01/06/2023 11:27 AM

NOTE: Rental

### Location

Lum Park  
1619 Washington Street NE  
Brainerd, MN 56401

### Permit Holder

Two Paddles LLC  
4138 40th Ave. S.  
Minneapolis, MN 55406

### Authorized Agent

Cari LaRose  
218-828-2320  
parks@ci.brainerd.mn.us  
<https://www.ci.brainerd.mn.us/201/Parks-Recreation>

## RESERVATIONS

| Location | Facility            | Date              | Time              | Hours         | Fee     |
|----------|---------------------|-------------------|-------------------|---------------|---------|
| Lum Park | Lum Park Pavilion 1 | Fri, Jun 9th 2023 | 08:00 AM-05:00 PM | 9.00          | \$65.00 |
|          |                     |                   |                   | <b>TOTAL:</b> | \$65.00 |

## CHARGES

| LOCATION      | FACILITY            | DESCRIPTION                 | TOTAL   | PAID    | BALANCE DUE |
|---------------|---------------------|-----------------------------|---------|---------|-------------|
| Lum Park      | Lum Park Pavilion 1 | Jun 9, 2023 8:00 AM-5:00 PM | \$65.00 | \$65.00 | \$0.00      |
| <b>TOTAL:</b> |                     |                             | \$65.00 | \$65.00 | \$0.00      |

## PAYMENTS

| RECEIPT # | DATE/TIME           | DESCRIPTION  | AMOUNT                |
|-----------|---------------------|--------------|-----------------------|
| 48445049  | 01/06/2023 11:27 AM | Credit/Debit | \$70.13               |
|           |                     |              | <b>TOTAL:</b> \$70.13 |

## PROMPT RESPONSES

| Location | Facilities          | Date       | Days |
|----------|---------------------|------------|------|
| Lum Park | Lum Park Pavilion 1 | 06/09/2023 | Fri  |

#1 - Does your event have any other special considerations? If so, please describe.

Response: Drop off kayaks and go back to park in lot. Kayaks lined up by beach and pavilion 1.

|          |                     |            |     |
|----------|---------------------|------------|-----|
| Lum Park | Lum Park Pavilion 1 | 06/09/2023 | Fri |
|----------|---------------------|------------|-----|

In discussing this event with Scott from Two Paddles, each kayak racer has a support group that follows them along the trail, providing food and water. No vehicles are left in the park after event. Two Paddles understands that they will pull up, unload and go back to park in the lot. The kayaks are organized by the beach and pavilion 1. They will provide the certificate of insurance when it renews in March.

**#2 - Will your event have amplified sound?** Describe the sound amplification equipment to be used in your event and the times. The park will follow the City Code requirements with no exceptions on all amplified sound, making sure all noise concludes by 10:00 P.M.

**Response:** Potentially a microphone for safety meeting

Lum Park Lum Park Pavilion 1 06/09/2023 Fri

**#3 - Will your event include concessions and/or a Food truck or other Vendors?** If so, Concession company name and what products are served? What vendors?

**Response:** Yes- event tshirts and hats no food vendors

Lum Park Lum Park Pavilion 1 06/09/2023 Fri

**#4 - Do you have equipment requiring electrical usage?** If so, describe the type of equipment to be used.

**Response:** yes- for microphone

Lum Park Lum Park Pavilion 1 06/09/2023 Fri

**#5 - Type of Event Description of Activities**

**Response:** MR 150 Race & Tour

Lum Park Lum Park Pavilion 1 06/09/2023 Fri

**#6 - Number of people attending the event.**

**Response:** 100

Lum Park Lum Park Pavilion 1 06/09/2023 Fri

**#7 - Times you will be in/out of the pavilion. Please include setup and cleanup in the times.**

**Response:** 8 am-5 pm

Lum Park Lum Park Pavilion 1 06/09/2023 Fri

**#8 - Sales Tax Exempt?**

**Response:** No

The pavilion has 12 picnic tables to accommodate 100-120 comfortably. Outlets are located in the upper SW corner and renters will need to bring extension cords. Water is available on the outside of the restroom building. For after-hours emergency maintenance issues call 218-851-8455.

## Waiver

Rental fees must be paid and this permit signed and returned no later than 14 days from the permit issue date. If the reservation is made less than 30 days in advance, payment and signature are due immediately. The City of Brainerd reserves the right to cancel any reservation if payment and the signed permit are not received in a timely manner. Cancellation of this reservation less than 30 days in advance of the event date will result in forfeiture of the rental fee. Cancellation of this reservation 30 or more days in advance will be refunded less a \$10.00 administration fee. Rental fees are not refundable due to inclement weather.

All trash generated by my group must be picked up and disposed of properly in the receptacles provided. No glass containers are allowed at City of Brainerd parks and the sale and/or consumption of liquor or strong beer is prohibited. An application to serve 3.2 keg beer may be completed with the Parks and Recreation office and must be approved by the City Engineer/Public Works Director as required by City Ordinance #815. Beer permits will not be issued where youth activities are scheduled. Amplified entertainment equipment is prohibited. Small canopies up to 12' X 12' are allowed; large tent canopies are not.

This park facility permit means you have exclusive use of the facility(s) for the date/time shown on the permit. Please have your permit with you the day of your event.

I hereby for myself or any representatives of my organization or group waive and release any and all rights and claims for damages I or representatives of my organization or group have against the City of Brainerd and its representatives for any and all injuries suffered at any City of Brainerd facility. I also assume full responsibility for any damages to equipment or to the facility during my use.





# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                  | <b>Action Requested:</b> |
|------------------|--------------------------|
| INFORMATION ONLY | Direction Requested      |
| ACTION REQUESTED | Discussion Item          |

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*



Brainerd Parks & Recreation, MN  
501 Laurel Street  
Brainerd, MN 56401  
218-828-2320  
parks@ci.brainerd.mn.us  
<https://www.ci.brainerd.mn.us/201/parks>

## PERMIT #2084

Authorized On: 01/06/2023 10:27 AM

NOTE: Rental

### Location

Gregory Park  
424 5th Street N  
Brainerd, MN 56401

### Permit Holder

Brainerd Lakes Pride  
312 Hazel Ave  
Pillager, MN 56473

### Authorized Agent

Cari LaRose  
218-828-2320  
parks@ci.brainerd.mn.us  
<https://www.ci.brainerd.mn.us/201/Parks-Recreation>

## RESERVATIONS

| Location     | Facility                       | Date              | Time              | Hours         | Fee     |
|--------------|--------------------------------|-------------------|-------------------|---------------|---------|
| Gregory Park | Gregory Park Pavilion          | Sat, Sep 9th 2023 | 10:00 AM-05:00 PM | 7.00          | \$70.00 |
| Gregory Park | Gregory Park Band Stand Area   | Sat, Sep 9th 2023 | 10:00 AM-10:00 PM | 12.00         | \$0.00  |
| Gregory Park | Gregory Park Center Court Area | Sat, Sep 9th 2023 | 10:00 AM-10:00 PM | 12.00         | \$0.00  |
| Gregory Park | Gregory Park Other Open Space  | Sat, Sep 9th 2023 | 10:00 AM-10:00 PM | 12.00         | \$0.00  |
|              |                                |                   |                   | <b>TOTAL:</b> | \$70.00 |

## CHARGES

| LOCATION      | FACILITY                       | DESCRIPTION                   | TOTAL   | PAID    | BALANCE DUE |
|---------------|--------------------------------|-------------------------------|---------|---------|-------------|
| Gregory Park  | Gregory Park Pavilion          | Sep 9, 2023 10:00 AM-5:00 PM  | \$70.00 | \$70.00 | \$0.00      |
| Gregory Park  | Gregory Park Band Stand Area   | Sep 9, 2023 10:00 AM-10:00 PM | \$0.00  | \$0.00  | \$0.00      |
| Gregory Park  | Gregory Park Center Court Area | Sep 9, 2023 10:00 AM-10:00 PM | \$0.00  | \$0.00  | \$0.00      |
| Gregory Park  | Gregory Park Other Open Space  | Sep 9, 2023 10:00 AM-10:00 PM | \$0.00  | \$0.00  | \$0.00      |
| <b>TOTAL:</b> |                                |                               | \$70.00 | \$70.00 | \$0.00      |

## PAYMENTS

| RECEIPT # | DATE/TIME           | DESCRIPTION  | AMOUNT                |
|-----------|---------------------|--------------|-----------------------|
| 48441815  | 01/06/2023 10:27 AM | Credit/Debit | \$75.51               |
|           |                     |              | <b>TOTAL:</b> \$75.51 |

## PROMPT RESPONSES

| Location     | Facilities                                                                                      | Date       | Days |
|--------------|-------------------------------------------------------------------------------------------------|------------|------|
| Gregory Park | Gregory Park Band Stand Area<br>Gregory Park Center Court Area<br>Gregory Park Other Open Space | 09/09/2023 | Sat  |

#1 - Does your event have any other special considerations? If so, please describe.

**Response:** same

|              |                       |            |     |
|--------------|-----------------------|------------|-----|
| Gregory Park | Gregory Park Pavilion | 09/09/2023 | Sat |
|--------------|-----------------------|------------|-----|

#2 - Does your event have any other special considerations? If so, please describe.

**Response:** May need extra garbage cans throughout park

|              |                                                                                                 |            |     |
|--------------|-------------------------------------------------------------------------------------------------|------------|-----|
| Gregory Park | Gregory Park Band Stand Area<br>Gregory Park Center Court Area<br>Gregory Park Other Open Space | 09/09/2023 | Sat |
|--------------|-------------------------------------------------------------------------------------------------|------------|-----|

#3 - Will your event have amplified sound? Describe the sound amplification equipment to be used in your event and the times. The park will follow the City Code requirements with no exceptions on all amplified sound, making sure all noise concludes by 10:00 P.M.

**Response:** same

|              |                       |            |     |
|--------------|-----------------------|------------|-----|
| Gregory Park | Gregory Park Pavilion | 09/09/2023 | Sat |
|--------------|-----------------------|------------|-----|

#4 - Will your event have amplified sound? Describe the sound amplification equipment to be used in your event and the times. The park will follow the City Code requirements with no exceptions on all amplified sound, making sure all noise concludes by 10:00 P.M.

**Response:** Yes, DJ comes in with speakers

|              |                                                                                                 |            |     |
|--------------|-------------------------------------------------------------------------------------------------|------------|-----|
| Gregory Park | Gregory Park Band Stand Area<br>Gregory Park Center Court Area<br>Gregory Park Other Open Space | 09/09/2023 | Sat |
|--------------|-------------------------------------------------------------------------------------------------|------------|-----|

#5 - Will your event include concessions and/or a Food truck or other Vendors? If so, Concession company name and what products are served? What vendors?

**Response:** same

|              |                       |            |     |
|--------------|-----------------------|------------|-----|
| Gregory Park | Gregory Park Pavilion | 09/09/2023 | Sat |
|--------------|-----------------------|------------|-----|

#6 - Will your event include concessions and/or a Food truck or other Vendors? If so, Concession company name and what products are served? What vendors?

**Response:** Yes Big Jay's Arcade Neighborhood Ice Cream truck, looking for others

|              |                                                                                                 |            |     |
|--------------|-------------------------------------------------------------------------------------------------|------------|-----|
| Gregory Park | Gregory Park Band Stand Area<br>Gregory Park Center Court Area<br>Gregory Park Other Open Space | 09/09/2023 | Sat |
|--------------|-------------------------------------------------------------------------------------------------|------------|-----|

#7 - Do you have equipment requiring electrical usage? If so, describe the type of equipment to be used.

**Response:** same

|              |                       |            |     |
|--------------|-----------------------|------------|-----|
| Gregory Park | Gregory Park Pavilion | 09/09/2023 | Sat |
|--------------|-----------------------|------------|-----|

#8 - Do you have equipment requiring electrical usage? If so, describe the type of equipment to be used.

**Response:** Yes, amplified music and bounce house

|              |                                                                                                 |            |     |
|--------------|-------------------------------------------------------------------------------------------------|------------|-----|
| Gregory Park | Gregory Park Band Stand Area<br>Gregory Park Center Court Area<br>Gregory Park Other Open Space | 09/09/2023 | Sat |
|--------------|-------------------------------------------------------------------------------------------------|------------|-----|

#9 - Type of Event Description of Activities

**Response:** same

|              |                       |            |     |
|--------------|-----------------------|------------|-----|
| Gregory Park | Gregory Park Pavilion | 09/09/2023 | Sat |
|--------------|-----------------------|------------|-----|

#10 - Type of Event Description of Activities

**Response:** Pride Event Family friendly event with bounce house, music, food trucks, possible dunk tank (weather dependent). Organizers to advise/work with department staff on placement of bounce house, dunk tank, music and vendors.

|              |                                                                                                                          |            |     |
|--------------|--------------------------------------------------------------------------------------------------------------------------|------------|-----|
| Gregory Park | Gregory Park Band Stand Area<br>Gregory Park Center Court Area<br>Gregory Park Other Open Space<br>Gregory Park Pavilion | 09/09/2023 | Sat |
|--------------|--------------------------------------------------------------------------------------------------------------------------|------------|-----|



#11 - Number of people attending the event.

Response: 250

|              |                                                                                                 |            |     |
|--------------|-------------------------------------------------------------------------------------------------|------------|-----|
| Gregory Park | Gregory Park Band Stand Area<br>Gregory Park Center Court Area<br>Gregory Park Other Open Space | 09/09/2023 | Sat |
|--------------|-------------------------------------------------------------------------------------------------|------------|-----|

#12 - Times you will be in/out of the pavilion. Please include setup and cleanup in the times.

Response: same

|              |                       |            |     |
|--------------|-----------------------|------------|-----|
| Gregory Park | Gregory Park Pavilion | 09/09/2023 | Sat |
|--------------|-----------------------|------------|-----|

#13 - Times you will be in/out of the pavilion. Please include setup and cleanup in the times.

Response: 8 am- 5 pm

|              |                                                                                                                          |            |     |
|--------------|--------------------------------------------------------------------------------------------------------------------------|------------|-----|
| Gregory Park | Gregory Park Band Stand Area<br>Gregory Park Center Court Area<br>Gregory Park Other Open Space<br>Gregory Park Pavilion | 09/09/2023 | Sat |
|--------------|--------------------------------------------------------------------------------------------------------------------------|------------|-----|

#14 - Sales Tax Exempt?

Response: No

---

The pavilion has four permanent picnic tables to accommodate up to 32 comfortably. Electrical outlets are located on the building exterior and water is available only if the restrooms are open. The Center Court area will accommodate up to 150 chairs. Gregory Park has on-street parking ONLY - parking is NOT ALLOWED in the park. For after-hours emergency maintenance issues call 218-851-8455.

### Waiver

Rental fees must be paid and this permit signed and returned no later than 14 days from the permit issue date. If the reservation is made less than 30 days in advance, payment and signature are due immediately. The City of Brainerd reserves the right to cancel any reservation if payment and the signed permit are not received in a timely manner. Cancellation of this reservation less than 30 days in advance of the event date will result in forfeiture of the rental fee. Cancellation of this reservation 30 or more days in advance will be refunded less a \$10.00 administration fee. Rental fees are not refundable due to inclement weather.

All trash generated by my group must be picked up and disposed of properly in the receptacles provided. No glass containers are allowed at City of Brainerd parks and the sale and/or consumption of liquor or strong beer is prohibited. An application to serve 3.2 keg beer may be completed with the Parks and Recreation office and must be approved by the City Engineer/Public Works Director as required by City Ordinance #815. Beer permits will not be issued where youth activities are scheduled. Amplified entertainment equipment is prohibited. Small canopies up to 12' X 12' are allowed; large tent canopies are not.

This park facility permit means you have exclusive use of the facility(s) for the date/time shown on the permit. Please have your permit with you the day of your event.

I hereby for myself or any representatives of my organization or group waive and release any and all rights and claims for damages I or representatives of my organization or group have against the City of Brainerd and its representatives for any and all injuries suffered at any City of Brainerd facility. I also assume full responsibility for any damages to equipment or to the facility during my use.



# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                  | <b>Action Requested:</b> |
|------------------|--------------------------|
| INFORMATION ONLY | Direction Requested      |
| ACTION REQUESTED | Discussion Item          |

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*



## FIELD MAINTENANCE AGREEMENT

This Agreement is entered into as of the date last written below (“Effective Date”) by and between Brainerd Baxter Baseball Association (“BBBA”), a Minnesota nonprofit corporation, and the City of Brainerd, a Minnesota municipal corporation (collectively the “Parties”).

### Recitals

- A. The City owns and operates several baseball fields within the city limits. The City maintains these fields by hiring staff who operate city-owned equipment, including field groomers, walk-behind lawnmowers, riding lawnmowers, hand-held blowers, weed whippers, motorized pumps, hand rakes, field strippers, and other similar-use equipment (“Equipment”).
- B. BBBA uses the City’s baseball fields for games and tournaments and has expressed interest in using the City’s equipment to assist the City’s staff in preparing the fields before games.
- C. The City is willing to allow such volunteer use of City Equipment subject to the terms of this Agreement.

### Agreement

1. **Equipment Use.** The City agrees to allow BBBA to use the Equipment to prepare and maintain the baseball fields before and after games so long as the Equipment is used in a responsible manner by BBBA members, officials, agents and volunteers (collectively, “BBBA staff”) 18 years of age or older. BBBA shall supervise use of the Equipment, which may only be used for the purposes for which it is intended. All field maintenance shall be undertaken in a reasonable manner appropriate for the intended use of the field. In using the Equipment, BBBA and BBBA staff shall not create a dangerous condition on the field for players, coaches and the public that may use the field.

2. **Indemnification.** BBBA shall defend and indemnify the City with respect to all claims brought by third parties, BBBA and BBBA staff for damages resulting from the negligence or otherwise wrongful act or omission by BBBA or BBBA staff while using the Equipment, including costs and reasonable attorneys’ fees.

3. **Notification.** BBBA shall notify the City if it becomes aware of any Equipment defects. Any defective Equipment shall not be used by BBBA or BBBA staff. Equipment repair shall be undertaken by the City.

4. **Relationship.** BBBA and BBBA staff are volunteers. By entering into this Agreement, no employment relationship is created between the City and any BBBA staff, nor are the Parties entering into a partnership or joint venture. The City does not provide supervision of the BBBA or BBBA staff when field maintenance work is undertaken.

5. **Assignment.** BBBA may not assign this Agreement without the written permission of the City.

**BRAINERD BAXTER BASEBALL  
ASSOCIATION**

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**CITY OF BRAINERD**

Dated: \_\_\_\_\_

By: \_\_\_\_\_

David Badeaux, Mayor

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Jennifer Bergman, City Administrator

## FIELD MAINTENANCE AGREEMENT

This Agreement is entered into as of the date last written below (“Effective Date”) by and between Brainerd Bees Baseball LLC (“BBB”), a Minnesota limited liability corporation, and the City of Brainerd, a Minnesota municipal corporation (collectively the “Parties”).

### Recitals

- A. The City owns and operates several baseball fields within the city limits. The City maintains these fields by hiring staff who operate city-owned equipment, including field groomers, walk-behind lawnmowers, riding lawnmowers, hand-held blowers, weed whippers, motorized pumps, hand rakes, field strippers, and other similar-use equipment (“Equipment”).
- B. BBB uses the City’s baseball fields for games and tournaments and has expressed interest in using the City’s equipment to assist the City’s staff in preparing the fields before games.
- C. The City is willing to allow such volunteer use of City Equipment subject to the terms of this Agreement.

### Agreement

1. **Equipment Use.** The City agrees to allow BBB to use the Equipment to prepare and maintain the baseball fields before and after games so long as the Equipment is used in a responsible manner by BBB members, officials, agents and volunteers (collectively, “BBB staff”) 18 years of age or older. BBB shall supervise use of the Equipment, which may only be used for the purposes for which it is intended. All field maintenance shall be undertaken in a reasonable manner appropriate for the intended use of the field. In using the Equipment, BBB and BBB staff shall not create a dangerous condition on the field for players, coaches and the public that may use the field.

2. **Indemnification.** BBB shall defend and indemnify the City with respect to all claims brought by third parties, BBB and BBB staff for damages resulting from the negligence or otherwise wrongful act or omission by BBB or BBB staff while using the Equipment, including costs and reasonable attorneys’ fees.

3. **Notification.** BBB shall notify the City if it becomes aware of any Equipment defects. Any defective Equipment shall not be used by BBB or BBB staff. Equipment repair shall be undertaken by the City.



4. **Relationship.** BBB and BBB staff are volunteers. By entering into this Agreement, no employment relationship is created between the City and any BBB staff, nor are the Parties entering into a partnership or joint venture. The City does not provide supervision of the BBB or BBB staff when field maintenance work is undertaken.

5. **Assignment.** BBB may not assign this Agreement without the written permission of the City.

**BRAINERD BEES BASEBALL LLC**

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**CITY OF BRAINERD**

Dated: \_\_\_\_\_

By: \_\_\_\_\_

David Badeaux, Mayor

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Jennifer Bergman, City Administrator



# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                  | <b>Action Requested:</b> |
|------------------|--------------------------|
| INFORMATION ONLY | Direction Requested      |
| ACTION REQUESTED | Discussion Item          |

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*



# Brainerd Park Board Agenda Request

**Requested Meeting Date:**

**Title of Item:**

|                                                 |                                                                                   |
|-------------------------------------------------|-----------------------------------------------------------------------------------|
| <p>INFORMATION ONLY</p> <p>ACTION REQUESTED</p> | <p><b>Action Requested:</b></p> <p>Direction Requested</p> <p>Discussion Item</p> |
|-------------------------------------------------|-----------------------------------------------------------------------------------|

**Submitted by:**

**Department:**

**Presenter:**

**Estimated Time Needed:**

**Summary of Issue:**

**Alternative, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

*Is there a cost associated with this request:*

*What is the total cost, with tax and shipping:*

*Is this budgeted? (Please Explain)*



## PARKS DEPARTMENT MAINTENANCE AND RECREATION REPORT

### January 24, 2023; PARK BOARD MEETING

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## Recreation Report

### Outdoor Skating Rinks & Warming Houses

- Adult Pond Hockey

League has had some incidents to which we have noted and working on some solutions. We did purchase score flip boards that have helped a lot. The ice has been trying after the 3-day weekends, but the spirit of the players seems understanding and accepting.

- Youth Pond Hockey

Practices are underway, their first games were on January 21 in Nisswa. Jerseys were delivered and they look GREAT! We purchased 20 jerseys for 3 separate sets. Orange for Polar Bears, Green & Yellow for Penguins. We spent about half what we expected to spend for jerseys by not going the sublimation route, so we were able to purchase some new helmets, elbow pads, shin pads, gloves, and breezers for the players! Picture day is scheduled for February 4<sup>th</sup> with Picture Day Pro.



- Warming Houses & Attendants

It has been tough to schedule warming house attendants with some recent short falls with background checks adding a new step to the process taking it many weeks to get those back before people can work. We also have struggled with some of the large snow falls impacting employees to even travel to get to the warming houses. For the most part the public seems to understand that we are doing the best we can with what we have. We purchased some larger sized skates for some of the warming houses lacking with some of the donated funds from 2022 for that specific cause. We also have purchased some hockey pucks for the warming house attendants to loan to those who may need one for a few hours with the expectation they would give it back. In the past everything we had was and had been donated. But, a request was made that we have some always available for the public upon request.

- Skating Rinks

We have had RECORD numbers at the skating rinks this year. It could be for a variable of reasons, but we believe the temperatures plus the winter break hours has really assisted those numbers. We are starting to see the north side have issues at Memorial Park again the maintenance crew is working hard to keep ice in those areas but is still challenging.

### Special Events

- The Valentine's Day Skating Party

Taking place at Gregory Park Warming House and Skating Rink on Sunday, February 12 from 1 – 4 p.m. This is a free community event that gets people outside skating! We do a potluck style food offering inside the warming house. We receive a sponsorship from Wendy's for chili and we typically have hot cocoa, chips, hot dogs, desserts available as well. We do a couple fun games outside with Valentine's Day theme prizes for the children who participate. *(It's an event on Facebook please help us by inviting friends/family that might be interested)*





---

## **Parks Maintenance Report**

- Clearing and flooding rinks.
- Misc. snow removal.
- Replaced faulty thermostat mens room MMP.
- Replaced hydraulic pump motor on skid steer broom.
- Re-built broom frame. Skid steer attachment.
- Replaced faulty solenoid on skid.
- Garbage runs for all warming houses and dog park. Checked daily.
- Building more skate helpers.
- Brought in equipment to warm storage prep. For trade-ins.
- Removing and storing downtown décor.
- Repaired pond hockey nets.
- Cleaned floor drains and general maintenance of shop.
- Getting bids on misc. equipment and projects.
- Assisted with snow plowing during events on City streets
- Cleared snow from crosswalks on S. 6<sup>th</sup> Street
- Walk-thru of Epoxy Flooring contractor for bids