CITY COUNCIL AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Monday, January 5, 2026 @ 7:30 PM

The public is invited to attend these meetings in person
Attend by phone: 1-844-992-4726
City Council - Meeting Access Code: 2499 966 7108
Personnel and Finance Committee held: 2nd Floor Conference Room at 7:15 PM
Safety and Public Works Committee held: Council Chambers at 6:30 PM

Per MN Statutes 13D.02 Subd 1 Council Members may participate by interactive technology.

Meetings are broadcast on CTC ch 8, Charter ch 181, YouTube, AppleTV, Roku, and Amazon FireTV

1. **Call To Order**

2. **Roll Call**

   ___T. Erickson___K. Bevans___J. Czeczok ___G. Johnson ___K. Stunek ___ K. Yeager ___M. O'Day ___Mayor Badeaux

3. **Pledge of Allegiance**

4. **Approval Of Agenda - Voice Vote**

5. **Consent Calendar**
   NOTICE TO PUBLIC - all matters listed are considered routine by the Council 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 Council votes on the motion to be ADOPTED BY ROLL CALL

   A. **Approval of Bills**
   (Available upon request in the City Administrator's Office)

   B. **Approval of Minutes**

   C. **Department Activity Reports**

   D. **Resolution - Designating Depositories for 2026**

   E. **Resolution - 2026 Airport Capital Projects**

   F. **Resolution - American Legion Premise Lawful Gambling Permit at 701 Industrial Park Rd**

   G. **Resolution - Support for All Aboard MN Railway from Fargo to the Twin Cities**

H. **Resolution - Adopting 2025 Crow Wing County Hazard Mitigation Plan**

I. **Electronic Transfers Authorization**

J. **Official Newspaper for 2026 and Contract - Brainerd Dispatch**

K. **Leauge of Minnesota Cities Insurance Trust (LMCIT) Liability Coverage Waiver Form**

L. **2026 Library Fund Budget**

M. **Hiring - Winter Temporary Employees**

N. **Hiring - HR Assistant Ashley Thramer**

O. **Special Event - March for Life**

6. **Public Forum**
Time allocated for citizens to bring matters not on the agenda to the attention of the Council - Time limits may be imposed

7. **Presentations**

8. **Council Committee Reports**

A. **Personnel & Finance Committee**

1. Misdemeanor Prosecution Services Agreement - Cities of Baxter and Nisswa
2. Position Recommendation - Water/Wastewater Operator
3. Memorandum of Agreement - MN Paid Family Medical Leave for IBEW Unions

B. **Safety & Public Works Committee**

1. Change Order #4 - Imp 23-13 - TH 371B/Willow Street Roundabout Project
2. Final Pay Request #2 - Imp 23-16 - South Brainerd Resurfacing
3. Stormwater Engineering Proposals - Southwest Brainerd/CSAH 48 Study Area
4. South Brainerd Sanitary Sewer Study - Phase 2
5. Resolution- Requesting Advance Municipal State Aid Funds
6. Discussion on Downtown Snow Removal Process

7. **Direction on Active Code Enforcement**

9. **Unfinished Business**

A. **Call for Applicants**
Mayor Recommended: (terms to expire on 12/31 of said year)
Airport Commission -- 1 term (Expire 2028)
Charter Commission – 2 terms (Expire 2029) 2 terms (Expire 2026)
Economic Development Authority-- 1 term (Expire 2028) 1 term (Expire 2031)
Housing Redevelopment Authority-- 2 terms (Expire 2030)
Library Board-- 1 term (Expire 2027) 4 terms (Expire 2031)
Park Board-- 1 term (Expire 2028) 1 term (Expire 2029)
Public Utilities Commission—1 term (Expire 2028) 1 term (Expire 2030)
Transportation Advisory Committee- 1 term (Expire 2026) 2 terms (Expire 2027)
Council President Recommended: (terms expire on 12/31 of said year)
Planning Commission-- 1 term (Expire 2028)
Water Tower Committee—2 terms

10. **New Business**

    A. **Preliminary Plat and Planned Unit Development Amendment - Voyageur Heights**

    B. **Request for Proposal - Comprehensive Plan Update**

    C. **Conditional Use Permit Amendment - St. Francis Rectory**

    D. **Data Request - Crow Wing County Point-in-Time**

11. **Staff Reports**
    (Verbal: Any Updates since Packet)

12. **Mayor's Report**

13. **Council Member Reports**

14. **Adjourn**

15. **Council Communications**

Visit the City's Website at www.ci.brainerd.mn.us

MISSION

"Provide high quality, cost effective public services and leadership in creating a sustainable city"

Pursuant to due call and notice thereof, the regular meeting of the Brainerd City Council was called to order at 7:30 P.M. by Council President O'Day.

Upon roll call the following Members were noted as present: Yeager, Erickson, Bevans, Czeczok, Johnson, and O'Day. Mayor Badeaux was also noted as present. Member Stunek was noted as absent.

Chair O'Day led the Pledge of Allegiance to the flag.

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND BEVANS, DULY CARRIED, TO APPROVE THE AGENDA.

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND BEVANS TO APPROVE THE CONSENT CALENDAR REMOVING THE TASK MANAGER FROM THE DEPARTMENT ACTIVITY REPORTS FOR FURTHER DISCUSSION.

Approval of Bills
Approved as on file in the Administrator's Office.

Approval of Minutes
Approved minutes from December 15, 2025 as presented.

Approval of Licenses
Approved as presented.

Department Activity Reports
Approved as presented.

Hire Paid on-call Firefighters Tyler Borg, Garret Davis, Tanner Miles, and Keaton Walkowiak effective January 1, 2026, at $12.43 per hour
Approved hiring of Tyler Borg, Garret Davis, Tanner Miles, and Keaton Walkowiak effective January 1, 2026 at $12.43 per hour.

Special Event/Parking Closure: Great River Greening
Approved as presented.

Upon roll call, Council Members Yeager, Erickson, Bevans, Czeczok, Johnson, and O'Day voted "aye". No member voted "nay". The Chair declared the motion carried.

Task Manager

Member Czeczok stated that the City of Baxter transit rate request is not complete. The Baxter Administrator has noted that he will make time for Brainerd staff to give a presentation to the City of Baxter Council. He stressed that this item is very important to the transit service as adjusting rates will increase ridership.

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND BEVANS TO APPROVE THE TASK MANAGER.

Upon roll call, Council Members Yeager, Erickson, Bevans, Czeczok, Johnson, and O'Day voted "aye". No member voted "nay". The Chair declared the motion carried.

Public Forum

The Chair opened the public forum at 7:34 p.m.

Lowell Smith, Baxter, Chair of Crow Wing County Republicans, stated that Mayor Badeaux did not sign a letter that was signed by most of the mayors in Crow Wing County. He stated that as a group, they are disappointed that the letter went unsigned by Brainerd.

Chris Bjorke, Brainerd, gave a statement and requested that the City Council address the harassment of landlords in the City of Brainerd.

The chair closed the public forum at 7:40 p.m.

Presentations

Annual Charter Presentation- Brainerd Community Action

Dave Badeaux, Executive Director, The Center, gave an overview of 2025 for Brainerd Community Action. Overall, events held by Brainerd Community Action were successful. Concerts in the park were held by Brainerd Community Action in 2025, they are committed to improving the concerts in the park in 2026.

Member Czeczok requested the names of the Board of Directors and the excel version of the budget.

Visit Brainerd Update

Mary Devine-Johnson, Executive Director, Visit Brainerd, gave an overview of changes expected to begin in 2026 for Visit Brainerd. This includes a rebrand to “Visit Brainerd/Baxter”. She gave an overview of utilization of their budget.

Chair O’Day asked if other communities in Crow Wing County have a lodging tax.

Ms. Devine-Johnson stated that there are a few communities on the whitefish chain have a lodging tax, she isn’t aware of who is currently a part of the consortium. She stated that lodging tax is a real opportunity for communities, but a number of communities and resorts are not on board yet.

Member Yeager asked about anomalies with media mix in advertising.

Ms. Devine-Johnson stated that Visit Brainerd probably does more with broadcast radio and print because of the budget efficiencies. Digital expenditures are similar.

Council Committee Reports

Safety and Public Works Committee

Final Pay Request: 2025 Chip Seal Project

Committee Chair Erickson stated that the work is complete. There was a contingency built in and the work was under budget.

Member Czeczok asked about project completion and payment.

City Engineer Dehn stated that the project was completed in October. The contractor and staff had to agree on final quantities. The time between completion of work and payment is dependent on the contractor and sub-contractor.

MOVED AND SECONDED BY COUNCIL MEMBERS ERICKSON AND CZECZOK, DULY CARRIED, TO APPROVE THE FINAL PAY REQUEST FOR THE 2025 CHIP SEAL PROJECT FOR $158,753.

Change Order #3: Improvement 23-13

Committee Chair Erickson stated that there were four items that needed a change order for the TH-371 and Willow Street Roundabout construction. One of the change orders extended the contract to October 31st due to material delays.

Member Czeczok stated for the record that the date of the contract is being changed with this change order.

MOVED AND SECONDED BY COUNCIL MEMBERS ERICKSON AND CZECZOK, DULY CARRIED, TO APPROVE CHANGE ORDER #3 FOR IMPROVEMENT 23-13 IN THE AMOUNT OF 12,88.74.

Personnel and Finance Committee

Leasing of Lakes Area Drug Investigation Division (LADID) Vehicle in 2026

Committee Chair Johnson stated that the cost of the lease and most of the yearly cost of insurance will be covered by the LADID budget.

Member Yeager asked whether the vehicle that the Police department is going to sell that is being replaced is going to have the air conditioning repaired prior to the sale or if it will be sold as is.

Police Chief Davis stated that the department will work with Enterprise to determine whether or not to fix the air conditioning.

Committee Chair Johnson stated that the $8,000 estimate was with the air conditioning fixed.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND BEVANS, DULY CARRIED, TO AUTHORIZE STAFF TO REPLACE THE 2014 CITY-OWNED VEHICLE WITH A LEASE VEHICLE IN 2026.

IUOE Parks Union Downtown Snow Removal Compensation Request

Committee Chair Johnson stated that the current language with this bargaining unit is paid after working 40 hours. This MOA will update the language so that it's the same as the street division to pay overtime after 8 hours in a single day when performing snow removal duties.

Member Yeager asked how the prime rate hours will work when snow removal is the priority.

Committee Chair Johnson stated that it is his understanding that the snow removal is done when they are directed to remove it and this MOA only includes paying overtime when working in excess of a shift when performing snow removal. He stated that language in the contract may be broader.

Public Works Director Habighorst stated that the Parks Maintenance staff's normal shift is 7:00 a.m. to 3:30 p.m. because they come in early for snow removal, the overtime will be applied from the start of snow removal until normal start time.

Member Czeczok questioned whether the downtown properties that are being assessed would be paying the time and a half rate. He asked whether the overtime was factored into the documents the City Council was provided prior to approving staff to conduct downtown snow removal.

Public Works Director Habighorst stated that based on the formula, the properties would be assessed at time and a half until 7:00 a.m. After 7:00 a.m. they will be assessed at the straight time rate. The documents did include the overtime in their estimates.

Mayor Badeaux verified that the snow removal will be mostly overtime.

Member Yeager stated that that is the crux of his question. If downtown is billed at time and a half but the rest of the snow removal in the City is conducted at straight time and then overtime after 8 hours, it seems like the overtime is directed to downtown.

Chair O'Day requested more information to help clarify the information about the formula. He would like to see a comparison between the contractor and staff removal at the end of the season.

City Engineer Dehn stated that on days snow removal is conducted would most likely be a twelve-hour day, the additional four hours of overtime would be applied to downtown and any additional straight time hours for snow removal. The overtime hours were factored into the formula that was presented to the City Council. He also stated that roughly half of the amount for a snow event is paid by the City. The other half of the snow removal cost is assessed to downtown property owners and broken down by frontage. The City also has property frontage downtown that is accounted for and assessed other funds of the City, like the parking lot fund.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND BEVANS, DULY CARRIED, TO APPROVE THE MOA AS PRESENTED BETWEEN THE CITY OF BRAINERD AND THE IUOE PARK MAINTENANCE DIVISION UNION REGARDING COMPENSATION WHEN PERFORMING DOWNTOWN SNOW REMOVAL DUTIES; FURTHER TO PROVIDE MORE INFORMATION ON THE CALCULATION AT THE NEXT COUNCIL MEETING.

Temporary Transit Operations Specialist Position

Committee Chair Johnson stated that the position is within budget.

Member Czeczok stated that the position was previously filled by an individual. He asked whether this former employee reached the max number of hours and whether they would be pursuing the same individual for employment.

HR Director Schubert stated that the position was held by a temporary employee, once they reached 67 days of employment, they would have been eligible for benefits according to our union contract. The employee was terminated due to the maximum working days being reached.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND BEVANS, DULY CARRIED, TO AUTHORIZE STAFF TO HIRE A TEMPORARY PART-TIME EMPLOYEE TO ASSIST THE TRANSIT DIVISION AND UTILIZE THE TRANSIT OPERATIONS SPECIALIST WAGE GRID WHEN HIRING THE PART-TIME POSITION.

Revised Contribution to City Policy 2003-01: Payment in Lieu of Taxes (PILOT) Contribution

Committee Chair Johnson stated that the City Council requested that the Public Utilities Commission modify the policy from being a contribution per kilowatt hour to a percentage of electric utility revenues. The Commission will further consider an amendment when a full rate study is completed to get the City's PILOT closer to the national median. The Charter states that this is a commission policy that the Council adopts.

Member Czeczok asked whether there is a limit on PILOT. He stated that he sees this as taking from rate payers and he does not know how this aligns with keeping the electric rates as low as possible.

Attorney Langel stated that he is not aware that there is a limit on PILOT.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND BEVANS, DULY CARRIED, TO APPROVE THE REVISED CONTRIBUTION TO CITY POLICY 2003-01, WITH IMPLEMENTATION OF SAID POLICY REVISIONS TO TAKE EFFECT JANUARY 2026.

Temporary Service Agreement: Technology for the City of Baxter

Committee Chair Johnson stated that our staff will help on an as needed basis and the City of Baxter will be paying the total staff cost plus a 5% administrative fee.

Member Czeczok asked about meeting with Baxter on onboarding.

Technology Director Strong stated that our staff will meet with Baxter for about five hours of onboarding and will be compensated for this time.

Committee Chair Johnson stated that the City of Baxter will contract with a third party for large projects in the interim. This agreement is just to maintain their current systems.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND BEVANS, DULY CARRIED, TO AUTHORIZE STAFF TO ENTER INTO A TEMPORARY SERVICE AGREEMENT TO PROVIDE TECHNICAL SUPPORT TO THE CITY OF BAXTER DURING THEIR STAFF VACANCY.

Unfinished Business

Call for Applicants – Informational:

(Includes vacancies for expiring terms on 12/31/2025 to be appointed on or after the December 15th meeting)

Mayor Recommended: (terms to expire on 12/31 of said year)

Charter Commission – 2 terms (Expire 2025) 2 terms (Expire 2026)
Economic Development Authority-- 1 term (Expire 2028)
Housing Redevelopment Authority-- 2 terms (Expire 2030)
Library Board-- 5 terms (Expire 2031)
Park Board-- 1 term (Expire 2028) 1 term (Expire 2029)
Public Utilities Commission—1 term (Expire 2028) 1 term (Expire 2030)
Transportation Advisory Committee- 1 term (Expire 2026) 2 terms (Expire 2027)

Council President Recommended: (terms expire on 12/31 of said year)

Planning Commission-- 1 term (Expire 2028)
Water Tower Committee—2 terms

Appointment- Council President

Chair O'Day recommended Don Gorham to the Planning Commission.

MOVED AND SECONDED BY COUNCIL MEMBERS YEAGER AND BEVANS, DULY CARRIED, TO APPOINT DON GORHAM TO THE PLANNING COMMISSION.

Resolution: Voyageur Heights Environmental Assessment Worksheet (EAW)

Community Development Director Kramvik gave an overview of the Voyageur Heights EAW.

Member Erickson asked where the storm water would go with diverting it outside of the drinking water supply management area (DWSMA).

Community Development Director Kramvik stated that the Planning Commission will be considering the diversion, but it will be diverted along Business Highway 371.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND YEAGER TO ADOPT RESOLUTION DECLARING THAT THE EAW IS SUFFICIENT.

RESOLUTION 87:25

Upon roll call, Council Members Yeager, Erickson, Bevans, Czeczok, Johnson, and O'Day voted "aye". No Member voted "nay". The Chair declared the motion carried.

Final Reading- Proposed Ordinance 1599- Fee Schedule

Community Development Director Kramvik gave an overview of the ordinance.

The Chair opened the public hearing at 8:28 p.m.

No one came forward.

The Chair closed the public hearing at 8:28 p.m.

MOVED AND SECONDED BY COUNCIL MEMBERS YEAGER AND JOHNSON, DULY CARRIED, TO CONDUCT THE FINAL READING OF ORDINANCE 1599 AND DISPENSE WITH THE ACTUAL READING.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND YEAGER TO ADOPT ORDINANCE 1599.

ORDINANCE 1599

Upon roll call, Council Members Yeager, Erickson, Bevans, Czeczok, Johnson, and O'Day voted "aye". No Member voted "nay". The Chair declared the motion carried.

MOVED AND SECONDED BY COUNCIL MEMBERS YEAGER AND ERICKSON TO ADOPT RESOLUTION PROVIDING FOR SUMMARY PUBLICATION OF ORDINANCE 1599.

RESOLUTION 88:25

Upon roll call, Council Members Yeager, Erickson, Bevans, Czeczok, Johnson, and O'Day voted "aye". No Member voted "nay". The Chair declared the motion carried.

Final Reading- Proposed Ordinance 1600- Rezoning from CN-2 to GC

Community Development Director Kramvik gave an overview of the ordinance.

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND BEVANS, DULY CARRIED, TO CONDUCT THE FINAL READING OF ORDINANCE 1600 AND DISPENSE WITH THE ACTUAL READING.

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND BEVANS TO ADOPT ORDINANCE 1600.

ORDINANCE 1600

Upon roll call, Council Members Yeager, Erickson, Bevans, Czeczok, Johnson, and O'Day voted "aye". No Member voted "nay". The Chair declared the motion carried.

New Business

Brokerage Agreement Extension: Kamp Realty

Community Development Director Kramvik gave an overview of the agreement. The EDA recommended approving the agreement.

Member Bevans stated he will vote no for the same reasons he has stated previously. He feels the broker has done nothing to move the sale of properties.

Member Czeczok asked what happens if the agreement is not approved.

Chair O'Day stated that the City would have no listing agent for the properties. He feels that the broker has not done nothing. At the EDA there have been multiple presentations on ideas for development of the areas. There is a pending agreement through Kamp for the sale of properties. We cannot control every aspect of property sales.

Member Johnson stated that he won't say that Member Bevans is wrong, but he will approve the agreement so that the City has a listing agent.

MOVED AND SECONDED BY COUNCIL MEMBERS YEAGER AND ERICKSON TO AUTHORIZE THE EDA TO ENTER INTO THE LISTING AGREEMENT WITH KAMP REALTY.

Member Yeager, Erickson, Johnson, and O'Day voted "aye". Members Bevans and Czeczok voted "nay". The Chair declared the motion carried.

Shared Services Agreement: EDA

Community Development Director Kramvik gave an overview of the agreement.

Member Johnson questioned how the amount contracted has not increased.

Community Development Director Kramvik stated that he has taken on more of the role for the EDA and less from the City Administrator.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND YEAGER, DULY CARRIED, TO APPROVE SHARED SERVICES AGREEMENT WITH THE EDA.

Council Member Representation: Oak Street Reconstruction Project Management Team (PMT)

City Engineer Dehn stated that Widseth and staff are looking for create a PMT with Council Members for the 2029 Oak Street reconstruction project.

Discussion was had regarding the necessity to have Council Members on the PMT.

MOVED AND SECONDED BY COUNCIL MEMBERS BEVANS AND YEAGER, DULY CARRIED, TO APPOINT TWO COUNCIL MEMBERS TO THE OAK STREET PMT.

MOVED AND SECONDED BY COUNCIL MEMBERS BEVANS AND CZECZOK, DULY CARRIED, TO APPOINT COUNCIL MEMBERS ERICKSON AND JOHNSON TO THE OAK STREET PMT.

Resolution: 2026 Levy for the City and HRA

Finance Director Hillman gave an overview of certifying the 2026 final levy.

Member Czeczok reiterated for the record that if the 2025 levy had included fully funding the Airport, the levy increase could have been about 3% for 2026.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND BEVANS TO ADOPT RESOLUTION SETTING THE CITY LEVY AT $7,435,323 AND THE HRA LEVY AT $227,866 FOR PAY YEAR 2026.

RESOLUTION 89:25

Upon roll call, Council Members Yeager, Erickson, Bevans, Czeczok, Johnson, and O'Day voted "aye". No member voted "nay". The Chair declared the motion carried.

2026 Budgets

Finance Director Hillman gave an overview of 2026 budgets.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND CZECZOK, DULY CARRIED, TO ADOPT THE 2026 BUDGETS AS PRESENTED.

Staff Reports

Finance Director Hillman thanked all of the Department Heads and staff for their hard work on the 2026 budget.

Public Works Director Habighorst stated that Rotary Park will have buckthorn mitigation this week. The ice rinks, weather permitting will be opening the week of Christmas.

Community Development Director Kramvik gave an overview of the Planning Commission agenda.

Public Utilities Director Sandy thanked Water Distribution staff for their work on the first watermain break during the extreme cold. There was a shutoff for 3 blocks for about 6 hours.

Administrator Broyles thanked staff for their work on the budget. The Charter Commission will meet on the 17th for a joint meeting with the Public Utilities Commission to discuss draft language for the Charter. He has requested information about cost of codification by the League of Minnesota Cities in 2026.

Mayor's Report

Mayor Badeaux stated that Christmas Carriage rides downtown are available through Passport and Last Turn Brew Pub. Park Board is meeting on the 16th. Finally, he wished a Merry Christmas to our staff and citizens.

Council Member Reports

Member Czeczok wished everyone a Merry Christmas and a Happy New Year. The Public Utilities Commission meeting will be held on December 23rd. Finally, he extended his sincere thanks to Mark O'Day for his service on the City Council and Utilities Commission, he has learned a lot from him during his time as the liaison. He thanked all those who serve on commissions.

Member Bevans stated that he attended Tonic Sol-Fa, Rudolph the Red Nosed Reindeer, Lakes Area Music Festival, and Rock N Roll Christmas here in the Brainerd Lakes Area. He has the Library Board upcoming. Finally, he took Member Johnson's recommendation and he had a dirty soda at the sweet shop.

Member Yeager stated that the Airport Commission offered the Airport Director position to Jennifer Roach, she has accepted the position. The Interim Director and HR are working through the employment contract. Snow events have been handled well out at the Airport. He thanked City Staff for all of their hard work. He knows that their work is highly criticized. He also thanked those he serves with on volunteer boards.

Member Johnson wished everyone a Merry Christmas, and the Community Development Director Kramvik a "how bout them Cowboys". He is interested in the information from the public forum about landlord and tenant interactions.

Member Erickson stated he will be attending the Planning Commission meeting. He wished everyone a Merry Christmas and a Happy New Year.

Chair O'Day stated that the overall the year for the City has been positive. He thanked everyone. Thanks to Mr. Mark O'Day for his service on the commission, is unsure if his resignation from service will stick. He wished everyone a Merry Christmas.

Adjourn

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND BEVANS, DULY CARRIED, TO ADJOURN THE MEETING.

The Chair adjourned the meeting at 9:03 p.m.

Nicholas W. Broyles
City Administrator

Brainerd Fire Department Monthly Report

December 2025

As we conclude another successful year, I want to express my sincere gratitude to the City Council. Your continued support allows us to maintain the high level of service and safety our residents deserve. December was a productive month, balancing a high call volume with essential training, community engagement, and preparations for a new fire truck.

Our crew stayed sharp this month with a focus on seasonal safety and procedural quality:

- Ice & Open Water Rescue: We conducted our annual cold-weather rescue exercises. This training is critical for our region, ensuring our crew is prepared for any emergencies on our local lakes and rivers.
- EMS Training: Monthly medical training focused specifically on environmental emergencies, including hypothermia and frostbite care.
- Standard Operating Guidelines (SOG) Review: In a collaborative effort, each group reviewed specific departmental guidelines and presented their findings to the entire department. This ensures consistency and understanding by all our firefighters.



The growth in our coverage area remains strong. We have been heavily involved in several active Construction projects. We are working closely with developers on several major projects to ensure all fire-related safety inspections are completed.



Brainerd Fire Department Monthly Report

December 2025

- Downtown Christmas Tree Lighting: It was an honor for the BFD to participate in this holiday tradition. We look forward to being a part of this community celebration for many years to come.



- BFD Family Fun Day: We held a holiday bowling event at Jack's House. It was a fantastic opportunity for our fire families to connect and celebrate the season together outside of the station.





New Fire Truck: We have reached an 80% completion mark on the final inspection of our new apparatus. We are currently on schedule to take delivery and pick up the truck by the end of this month.

INSPECTIONS	
Fire Alarm	15
Fire Pump	2
Hood Suppression	25
Commercial Kitchen Exhaust	9
5 Year Sprinkler	1
Sprinkler System	18
Paint/Spray Booth Suppression	1
Special Suppression	2

Brainerd Fire Department Monthly Report

December 2025

BRAINERD FIRE COVERAGE AREA INCIDENT REPORT	
Type of NFIRS Incident (National Fire Incident Reporting System)	**Coverage Area Total Incidents (Includes City of Brainerd)**
Fire	2
Rescue & Emergency Medical Service	5
Hazardous Condition	4
Service Calls (Includes Alarm Checks)	10
Good Intent Call	11
Alarm Activation	15
TOTAL	47
Type of NFIRS Incident (National Fire Incident Reporting System)	**City of Brainerd Total Incidents**
Fire	1
Rescue & Emergency Medical Service	1
Hazardous Condition	1
Service Calls (Includes Alarm Checks)	2
Good Intent Call	6
Alarm Activation	8
TOTAL	19

CROW WING COUNTY ALERT



Your safety is our top concern – that's why the City of Brainerd has teamed up with Crow Wing County to make sure you know about emergencies and incidents as they happen.

How Does It Work?

The process begins when the City of Brainerd issues a message about a potential safety hazard, snow emergency, or other concerns. If you don't confirm receipt of the message, the system will try to reach your second contact path and continues trying to reach you until you confirm receipt.

Please sign up at https://member.everbridge.net/index/892807736729514#/signup – it only takes about a minute to enroll!

RECREATION REPORT

- Youth & Adult Pond Hockey schedules prepared
- Training for warming house attendants and pond hockey official(s)
- Prepare practice times with youth pond hockey coach
- Youth pond hockey equipment parent meeting & handout
- Sharpen all ice skates at all warming houses
- Apply for grants (January)
- Event planning & reach out to sponsors for ice skate party-date Feb 7
- Pond hockey begins Jan 6 for adults
- Pond hockey begins Jan 8 for youths

Warming House Dates:
Closed:
Christmas Eve, Christmas Day, New Years Day, MLK Day, Presidents Day
Opened to Full Days on School Breaks (12-8pm):
December 26, 29, 30, 31 (Winter Break)
January 2, 5 (Winter Break)
February 13 (Inservice)
March 9-13 (Spring Break) *only if warming houses are still open

PARKS MAINTENACE REPORT

- Installed benches, shelves, coat hangers and purchased lighting for JCP
- Hung downtown decorations & fixed City Hall Christmas Tree
- Changed bulbs in decorations
- Clearing snow downtown
- Dog Park maintenance
- Painted skate helpers
- Clearing & flooding rinks
- Clearing trails & sidewalks.

Parks Crew List of Priorities:

1. Downtown Plowing
2. Rinks

- Memorial Adult Hockey Rink
- Memorial Youth Hockey & Pleasure Rink
- Bane Hockey Rink
- Bane Pleasure Rink
- Gregory Pleasure Rink
- Jaycees Pleasure Rink

3. Sidewalks & Trails

- Gregory Side Walks
- South 6th Walking Trails
- Buffalo Hills Walking Trail
- 210 Walking Trail
- South 6th Pedestrian Crossings
- Misc. City Side Walks

STREETS & SEWER

- Plow and haul snow
- Sand slippery areas
- Ice removal on iced areas
- Tree removal in JC's and Gregory Parks
- Respond to sewer calls

ENGINEERING DIVISION

Beech/Oakridge Reconstruction Project

Work on this project is completed for items in 2025. Sidewalk on the north half of Beech, final wearing course of bituminous pavement, and other miscellaneous punch list items remain to be completed in early 2026.

Wright/10th Reconstruction Project

Landwehr has completed construction of Wright Street with the final wearing surface left to be completed and some other minor items outstanding. The 10th Street portion of the project will likely resume in early 2026.

TH 371B/Willow Roundabout Project

Work on this project is generally complete, and the intersection re-opened to traffic. The contract will be held over winter until final turf establishment is achieved in spring 2026.

Hawkins-Ronald-Joseph Resurfacing Project

The contractor has completed the replacement of the hydrants and resurfacing on Hawkins Drive. isolated curb and gutter segments for drainage issues. At this time, with the end of season and necessary gas line relocations, it is expected that the Joseph/Ronald/alley portion of the project will occur in Spring 2026.

TH 210/Washington Street Reconstruction Project

MnDOT has prepared plans to the 100% stage. An updated cost estimate will be put together and cooperative agreements with grant funding and allocations will be prepared and presented to the Council in the upcoming few weeks. It is anticipated that the project is let in January 2026.

M Street Storm Sewer Outfall Repair Project

The work on this project is completed with WSB working with the contractor to put together the final pay estimate for approval and contract closeout.

Library Exterior and Mechanical Repairs Project

Staff and the contractor completed a walkthrough to identify any remaining punch list items. A final pay request to close out the project will be presented to the Council once those items are complete.

Police Department Exterior Repairs Project (2024)

The contractor is complete with window and door replacement. Once all punch list items are complete, staff will review for final acceptance and contract close out.

Kuepers Development – Voyageur Heights

Staff is working with Westwood to determine utility layouts and stormwater plans for review. Coordination continues with the Community Development Department on the final details for final plat and Developer Agreement.

TRANSIT REPORT

Ridership Growth:

- November 2025 ridership is 5% higher than November 2024.
- Transit's average annual growth is 15% per year over the last couple of years.
- Some routes, particularly in the P.M. , are reaching capacity, resulting in occasional ride denials.
- November 2025 total riders were 2,896 in just 17 service days.

Scheduling & Technology:

- New software, Spare, continues to optimize scheduling, helping increase and group ridership and improve accessibility.
- The Spare rider app has grown to a steady 30% user base, allowing riders greater independence.

Fleet Update:

- A transit van has been ordered and expected to join the fleet in 2026.

Contractor Performance:

- Ongoing collaboration with Blue Sky to address performance items, including customer service improvements.

Community Focus:

- Partnering with CLC to improve transportation access to the community and to the college for local students.
- Staff attended US DOT Advisory Board meeting as well as State TAC meeting.

Business Model Timeline:

- October – Departments started their needs and analysis.
- December – Department will have analysis completed.
- January/February 2026 – Public Works will have Business Model completed.
- March – Present Business Model to TAC
- March/April – Present Business Model to City Council

January 5, 2026

HR DIRECTOR REPORT

In this report:

- Employment Law Changes
- Charter Work Group
- Personnel
- Wellness Committee
- Retirement

Employment Law Changes

HR, Finance and Technology Staff are working diligently trying to prepare for new employment laws that take effect on January 1, 2026. The first law is the new MN Paid Family & Medical Leave (PFML) that requires new employee payroll deductions, an employer contribution, and claims processing.

As a refresher, the Council authorized utilizing MetLife's private plan to administer our PFML. Employees can start submitting PFML applications with MetLife on January 1st. We will need to learn the new system quickly as we are aware of at least three employees that plan to utilize Paid Leave right away in January. The claims range for their own medical condition, to caring for a family member after surgery, as well as a birth of a child.

In addition, on July 4th, President Trump signed into law the "One Big Beautiful Bill Act" (OBBBA). One of the provisions of this law is a tax deduction of up to $12,500 for the premium pay portion of overtime pay. The tax deduction is effective for 2025; however, since it was signed into law in July, our payroll systems were not set up for this reporting. What makes this law very hard to implement is that not all overtime is eligible, and we can only report overtime that exceeds the federal FLSA overtime threshold i.e. working 40 or more hours per week versus most of our union contracts require overtime after a shift. We are trying to figure out how to calculate our 2025 data and we are trying to set up our payroll systems for 2026.

Charter Work Group

HR Staff are members of the Charter Work Group that met weekly in November and December to review our Charter. A revised Charter was presented/discussed at the Joint Charter Commission/Public Utilities Commission held meeting on December 17th. Recommended changed are being implemented.

We appreciate the diligence and commitment of all involved working towards the common goal of improving our Charter and organizational structure.

Personnel

New Hires/Promotions for City/HRA/Airport:
Elizabeth Aydt - HRA Housing Administrative Specialist (12/15)
Tyler Borg - Paid on-call Firefighter (01/01)
Garret Davis - Paid on-call Firefighter (01/01)
Tanner Miles - Padi on-call Firefighter (01/01)
Keaton Walkowiak - Paid on-call Firefighter (01/01)
Ashley Thramer - HR Assistant (01/13)

Current Job Opportunities:
Airport Manager - Conditional Job Offer was given and accepted. Candidate is going through pre-employment process.

Business Office Support Specialist - Interviews were completed on December 29th.

Police Records Management Tech - Conditional Job Offer was given and accepted. Candidate is going through pre-employment process.

Community Servies Officer - Two Conditional Job Offers were given and accepted. Candidates are going through pre-employment process.

Youth Pond Hockey Official - Open until filled.

There are currently six City/HRA/Airport employees with Family & Medical Leave Act (FMLA) issues. Four of those cases are for intermittent leave when needed.

Wellness Committee

The Wellness Committee hosted a Holiday Party on December 17th from 11:30 am - 1:30 pm at the Fire Department. There was a great turnout and fun was had by all!

Our Wellness Committee helped organize our annual *Santa to a Senior* gift event this year. Thanks to the incredible generosity of all that participated, we were able to fill **over 50 tags**, ensuring that seniors in our community receive a little extra joy this holiday season. We're grateful for everyone who participated and helped make this effort such a success.

Our next Lunch 'N Learn will be held on January 15th and will feature a presentation regarding the Paid Family Medical Leave application process.

Retirement

This month's report marks HR Director Schubert's final submission before her upcoming retirement. Her last working day will be January 23. We are working closely with Brittney Kummet to ensure a smooth and seamless transition as she steps into the HR Director role.

Subject	Companies	Notes	Due Date	Status	% Complete	Date Completed
BlockMetrix- Site Control	Community Dev	Purchase and Development Agreement- needs to be executed by BM Power Agreement- needs to be executed by BM Building Permits- have been applied for EDA will direct staff on next steps regarding the PDA at the June 5th meeting EDA took no action at the June 5th meeting Power Agreement is currently being reviewed by staff and will be reviewed by the PUC on 6/24 Power Agreement has been forwarded to Blockmetrix for review 7/2 Staff set up a virtual meeting with Blockmetrix on 7/30 – Blockmetrix did not attend – stated that an issue came up Staff virtually met with Blockmetrix – 8/15 – Staff have not received a response Staff will virtually meet with Blockmetrix on 9/11 BPU Commission directed staff to not except the edits from Blockmetrix regarding the power agreement Staff is waiting on a response from Blockmetrix BPU Commission considered redlined changes from Blockmetrix at the October meeting and recommended no changes Blockmetrix stated without the redlined changes the project was not viable	12/31/2025	In Progress	50%	
Shoreland Ordinance	Community Dev	9/17 - Planning Commission to review preliminary language 10/15 - Planning Commission reviewed language and directed staff to work with the DNR on four outstanding items. Staff is currently negotiating with the DNR for smaller lot sizes, widths, and increased impervious surface amounts in the Shoreland District. Staff is currently analyzing lot sizes, lot widths, and impervious surface amounts for existing parcels in the Shoreland District. 1/21 – Planning Commission will perform final review of shoreland ordinance and negotiated items Planning Commission is planning on holding a public hearing at the February meeting	12/31/2025	In Progress	75%	

Stormwater Retention Pond- 1001 Anabec St- Bollig	Public Works	Staff will meet with Dennis on 9/16/25 to discuss issue and outline process for construction improvement. Staff will meet/confirm with Joe Langel to collect additional information and conversations with Paul Sandy on the subject. Staff will add topic to City Council agenda for discussion on 12/1/2025. On 12/1 Council directed staff to go out for proposal to see how much a study into the Stormwater would cost.	1/31/2026	In Progress	0%
Misdemeanor Prosecution Agreement	Administration	Agreement with Severson Porter (12/1) Staff has sent the agreement to the cities of Nisswa & Baxter to get approval from their Councils.	1/31/2026	In Progress	75%
Kuepers Development	Community Dev	9/17 – Planning Commission recommends approval of Rezoning, Preliminary Plat, and PUD Development Stage Plan 10/6 – City Council approves Preliminary Plat and PUD Development Stage Plan – Conducts First Reading of Rezoning Ordinance 10/6 – City Council approves distribution of EAW 10/28 – EAW Published in EQB Monitor – comment period ends December 1st 11/19 – Kuepers suspends application for Final PUD to redesign stormwater plans – Kuepers plans to resubmit in December. 12/1 – City Council reviewed EAW and held public meeting 12/15 – City Council to review EAW findings and will make declaration 12/17 – Planning Commission recommended approval of the preliminary plat and PUD	2/2/2026	In Progress	50%

Transit- Baxter Fares	Public Works	Meeting set for Monday Nov. 24th at 9am Request an Agenda Item at a future Baxter Council meeting to discuss rates to be lower to Brainerd rates; $3 and $5. October 6th City Council meeting, Council directed staff to “contact City of Baxter asking them to adjust their rates to match the City of Brainerd.” Meeting set for Monday, Nov. 24th at 9am At meeting Brad (Baxter Administrator), when time allows, he will consult staff to develop Council agenda item to allow Nick/Mike to address Baxter Council regarding adjust Baxter Transit rates. Brad asked for the YTD ridership numbers and the Consultant’s PP presentation. 5/14/25; 11:10am: Brad emailed Mike responding to request to present at Baxter Council regarding Ridership Rates. Waiting a response from Baxter. 11/25/25: Mike emailed Brad ridership numbers and PP presentation. 12/1/25: Nick emailed Brad if Baster is willing to adjust their rates to match Brainerd’s rates? 12/1/25: Brad responded: “The City of Baxter is currently reviewing the ridership and revenue/expense data to determine any adjustments to its rates. The City bases its rates on the revenues derived from the program/service and does not subsidize the cost of this service through the use of its levy or other city funds.” 12/1/25: Brad asked for the financial numbers from 2024 & 2025. 12/3/25: Mike emailed Brad, numbers will be sent by 12/5 12/5/25: Mike emailed Brad financial numbers for 2024 and YTD 2025. 12/19/25: Brainerd is waiting a response from Baxter to present to Baxter Council Transit Rates.	2/2/2026	In Progress	75%

Transit Business Model	Public Works	10/6/2025 – Consultant presented study to CC – Directed staff to develop a Business Model and present to Council at a later date. 10/13/2025 and Ongoing – What is needed per department if Transit is Operation by City – Departments involved: HR, Finance, IT, Public Works Business Model: The Business Model will outline the need, concern and why the model is required with outcomes and timelines. This model will also state what is needed and/or required of involved departments (HR, IT, Finance and PW). Timeline: October – Departments started their needs and analysis. December – Department will have analysis completed. January/February 2026 – Public Works will have Business Model completed. March – Present Business Model to TAC March/April – Present Business Model to City Council To date: 11/20/25: Public Works is waiting for more information from various department to finish the Business Model. 11/24/25: (staff meeting) – Financial numbers are complete. Take Aways: 1. Add following items to budget: OT, Training, Bus Storage and Drug Testing. 2. Develop Bus Driver schedule to determine OT hours. 3. Build model for Bus Drivers with no OT. 12/18/25: Staff met with HR to confirm the Job Descriptions. HR will review and finalize the descriptions and points; then forward points to Finance. 12/22/25: HR will post opening of part-time person. Plan is for this person to start 1/2/26.	2/25/2026	In Progress	25%
Improvement 23-12 Beech	Public Works	Construction- 1st lift was completed for winter	11/1/2026	In Progress	50%
Improvement 17-12 Wright	Public Works	Construction- 1st lift was completed for the winter.	11/1/2026	In Progress	50%
Improvement 23-14 Hawkins	Public Works	Construction is complete on the Hawkins portion. The remainder of the construction on Ronald & Joseph will take place in 2026.	11/1/2026	In Progress	50%

Airport Resolution	Administration	8/5/2025 The City responded to the County's letter regarding the airport levies. 10/1/2025 The Airport released it's application process for hiring an Airport Manager 12/8/2025 Council discussed the Airport at its special meeting	In Progress	25%
Charter Discussions	Administration	Staff has been meeting weekly since 11/10 regarding the City of Brainerd Charter 12/17- Charter Commission & PUC met in a joint meeting. Gave direction to staff to present Infrastructure and Public Utilities under the direction of one commission. Next meeting: 1/21/2026	In Progress	15%
Massage Therapy ordinance	Police	10/22/25 – Lt. Kulzer met with Lutheran Social Services (LSS) Regional Coordinator of Safe Harbor. Specializes in youth and human trafficking. Discussed elements of illicitly run massage therapy providers. 10/29/25 – Chief Davis and Lt. Kulzer met with 30-year massage owner/operator Discussed lack of oversight by the State governing massage therapy. Recommendations for training, licensing, and oversight. 11/6/25 – Lt. Kulzer had continued discussion with LSS Safe Harbor Regional coordinator. Discussed potential licensing requirements. November 2025 – Lt. Kulzer reviewed massage therapy ordinances from St. Cloud, Willmer, Edina, Moorhead, Detroit lakes, and Rochester. 12/1/25 – Council direction to proceed with ordinance creation. 12/10/25 - Lt. Kulzer and Inv. Palcher attended the Minnesota BCA Internet Crimes against Children and Human trafficking conference. Illicit massage therapy and human/employment trafficking discussed as a nationwide problem. 12/11/25 – Lt. Kulzer discussed with assistant county attorney, who specializes in sex crimes the potential passage of a ordinance, which she supports as a tool to combat sex trafficking. 12/29/25 – Lt. Kulzer met with local owner/operator and discussed what elements should be included in an ordinance.	In Progress	30%

Comprehensive Plan Update	Community Dev	12/17 – Planning Commission recommended approval of the RFP for consulting services	12/31/2026	In Progress	10%
2027 Budget	Finance		12/31/2026	Not Started	0%
Codification	Administration	Initial talks have taken place. Need to develop a schedule. Staff is working to do this internally.		Not Started	0%
805 Laurel	HRA	Developer is working on financing		Waiting	10%
Riverside Drive Orderly Annexation	Community Dev	Staff is coordinating with the Crow Wing County City Council directed staff to resolve connection charge issues and the Rural Service District prior to moving forward with annexation (Complete) 6/2 - Ordinance 1581 is set to eliminate future use of Rural Service District- adopted 6/2 (Complete) 6/2 - Public Works Department – Discuss Connection Charges set at 6/2 meeting (complete) 7/7 - Staff to seek direction from City Council regarding the Annexation of Riverside Drive 8/1 - Staff completed interdepartmental review Draft joint resolution will be reviewed by the City Attorney prior to meeting with Crow Wing County staff Staff is currently making changes as directed by the City Attorney – Staff will forward amended document to City Attorney for final review 9/9 - City Attorney and City Engineer are discussing final edits 10/13 - City has completed the final document for the proposed orderly annexation agreement 10/30 - City staff met with the County to discuss the agreement 12/29 – Completed legal descriptions (in review) Staff plans to call for a public hearing at the 1/20 City Council meeting		In Progress	60%
Pedestrian Bridge	Public Works	Staff is pursuing funding opportunities including State Bonding		Waiting	25%

Water Reclamation and Backwash Project	Public Utilities	Staff is pursuing funding opportunities including State Bonding Awarded $5 million in special appropriations. Project bids were rejected at the November commission and December council meeting. Bolton and Menk are suggesting we pursue construction manager at risk (CMAR) to oversee the project and value engineer the project to create a guaranteed maximum price. The process for CMAR has been initiated in the May and June Commission meetings and Bolton & Menk has prepared draft requests for staff to begin reviewing and the review process has begun. In addition, the request for proposals has been advertised and will be open through September 4, 2025. CMAR proposals were received and reviewed by the selection committee. The CMAR contract with Rice Lake Construction Group was awarded at the September Commission meeting with a preconstruction phase fee of $8,500. The proposal for professional design, CMAR coordination, and construction engineering and administration for the Water Backwash and Reclaim Facility Improvement project was awarded to Bolton and Menk at the November Commission meeting in the fee, not-to-exceed amount of $450,700. First pricing and value engineering review meeting held with Rice Lake Construction and Bolton and Menk on December 2, 2025. Project team is in continual plan modifications, pricing review, and correspondence prior to a planned second pricing review meeting to be held in January.	Waiting	25%

Hydrodam	Public Utilities	Barr Engineering and staff continue work related to procurement of one generator at the hydro facility. Barr recently found from multiple suppliers that the project type with the submersible generators are no longer in production or have been paused. In Barr's preliminary research the eliminated line of turbine was anticipated to be the most economical for the utility. Barr continues to evaluate options, for the generation at the hydro facility. The newest challenges are evaluating civil work and costs that would be incurred for installation of any new generators. The most recent option considered is a stream diver generator installed vertically in the pit or in the tail race. No estimates have been provided at this time as Barr continues to estimate the additional costs. Site visit by Senator and Representative Heintzeman on November 25th.	Waiting	25%

Fire Station #1 Renovation	Fire	On 4/22/25 met with Widseth and sub-contractors to review scope of work and cost estimates. On 4/28/25 met with Widseth. Walk throughs with Nor-son and Hytec to review scope of work and cost estimates. 5/9/25 Widseth is going to start working on the DNR permit process. 5/12/25 Widseth onsite shooting grades for bluff setback confirmations. 5/19/25 On site 6/16/25 Meeting with Widseth, Kramvik, and Dehn in reference to CUP and variance needed for project. Verifying we can do the project on the current site if funded. 7/16/2025 Planning Commission approved CUP and variance needed for the proposed renovation. 8/4/2025 City Council approved CUP and variance for proposed renovation. 10/29/2025 with Widseth and sub-contractors to work on Design. 11/12/2025 Met with Shawn to discuss IT issues; controller door access, phones, wireless internet, CAT 6 wiring needs. Also discussed alternate officing location for construction, Station #2 is first choice. Other option might be Annex, depending on annex construction schedule. 11/13/2025 Met with Jory Danielson from CWC and his crew to start the conversations around using some garage space the county has kitty-corner to the fire station to house two apparatus during construction. 12/12/2025 Heard back from Danielson and county is in agreeance to let BFD temporarily utilize the storage shed at no charge. Will work through insurance and agreement with county. 12/15/2025 Continuing to work with Widseth on design.	In Progress	10%

Sale of Industrial Properties	Community Dev	6/5 - River Birch Investments submitted a letter of intent to purchase three industrial park lots at $1 per acre EDA was in favor of the project and directed staff to begin negotiations on a purchase and development agreement 6/16 - City Council directed staff to begin negotiations on a purchase and development agreement and were generally in favor of the project 7/21 - City Council passed ordinance to allow clinics in the industrial district 9/4 - EDA reviewed language and provided direction for a purchase and development agreement with River Birch Investments Developer's legal team and lender is reviewing the preliminary purchase and development agreement	In Progress	25%
Gustafson Park Development	PW/CDD	5/27 – Brainerd HRA presents potential development of Gustafson Park to the Park Board 11/17 – City Council considers development opportunities and directs to include discussion of Gustafson Park at the December 8th budget meeting. 12/8 - City Council directed staff to bring a preliminary plan to the Park Board for a formalized recommendation and receive a quote from a surveying company to replat the property (1/27) 12/17 – Staff received estimate to replat Gustafson Park	In Progress	35%
Annex Repair	Public Works	12/8/2025 Council directed staff to retain the Annex as an asset and enter into agreement with Hytec through the Gordian process for repairs.	In Progress	10%

Subject	Start Date	Date Completed	% Complete	Companies	Notes	Status
Country Manor		6/2/2025	100%	Community Dev	Development Agreement (executed) Tax Abatement Agreement (executed) Cost Share Agreement CWC (executed) Conduit Debt PH 3/17 (Complete) Conduit Debt Agreement 3/17 (executed) Will Issue Letter 5/12 (executed) Issue Conduit Debt (5/28) Groundbreaking Ceremony (6/10)	Complete
Rural Service District Ordinance		6/9/2025	100%	Community Dev	Review of Draft Ordinance (Complete) 1st Reading (Complete) Letters mailed to designated property owners 5/12 2nd Reading & Public Hearing 6/2	Complete
Ordinance to Amend Off-Street Parking - Allowing Unimproved Surfaces in General Industrial		6/13/2025	100%	Community Dev	Planning Commission Reviewed Draft Ordinance (complete) Planning Commission Reviews Ordinance and Holds Public Hearing 5/21 Planning Commission Recommended Ordinance 5/21 First Reading 6/2 Final Reading 6/16	Complete
Ordinance to Amend Screening Requirements - Outdoor Sales		6/13/2025	100%	Community Dev	Planning Commission Review Draft Ordinance (complete) Planning Commission Reviews Ordinance and Holds Public Hearing 5/21 Planning Commission Recommended Ordinance 5/21 First Reading 6/2 Final Reading 6/16	Complete
Code Enforcement Ordinance		7/2/2025	100%	Community Dev	Review Draft Ordinance 5/19 First Reading of Proposed Ordinance 6/2 Final Reading and public hearing 7/7	Complete

Office Business in the GI District	6/5/2025	7/17/2025	100%	Community Dev	Developer submitted letter of intent to purchase three City owned industrial lots for a medical clinic – 6/5 EDA recommended that Office Business should be an allowed use in the GI District – 6/5 Planning Commission will consider request and conduct public hearing on 6/18 First Reading 7/7 Final reading and consideration by City Council 7/21	Complete
Corner Lot Fence Requirements	5/19/2025	7/24/2025	100%	Community Dev	City Council Directed Planning Commission to Review Proposed Regulations for Corner Lot Fences 5/19 Planning Commission Reviewed Proposed Ordinance Language and Directed Staff to Hold a Public Hearing 6/18 at Planning Planning Commission Recommended Approval 6/18 First Reading 7/7 Final reading and City Council consideration 7/21	Complete
SRTS Lowell		8/19/2025	100%	Public Works	Construction	Complete
Amended Allowed Use Table - Zoning Code		8/19/2025	100%	Community Dev	Initial Planning Commission Review of Revised Allowed Use Table 5/21 Planning Commission Review and Direct Changes 6/18 Planning Commission Public Hearing 7/16 City Council First Reading – 8/4	Complete
St. Francis Development Agreement		8/19/2025	100%	Community Dev	Staff drafted a development agreement and e-mail the agreement for St. Francis to review – 7/1 St. Francis reviewed the development agreement and sent a revised version – 7/11 Staff met with City Attorney to discuss revisions – 7/14 City Attorney approved revisions – 7/29 City Council review on – 8/4	Complete
Arbitration Hearing with Teamsters Union		9/10/2025	100%	Human Resources	The Arbitration Hearing with the Teamsters (Police Lieutenant and Sergeants) Union took place on July 31st. (Update will be available) The results of the arbitration will be ratified on 9/15.	Complete

614 Front Street Building - Fire Damage		9/11/2025	100%	Community Dev	Fire occurred at 614 Front Street – 6/4 City Council waived fire escrow – 7/7 Property owner submitted structural plans – 7/29 Building permit submittal requires details on connection points – Building Official working with Structural Engineer to provide details – 7/30 Building permit issued for structural improvements – 8/4 Structural improvements and roof repair is complete	Complete
John Stram, 921 SE 19th Street	9/8/2025	9/17/2025	100%	Public Works	The owner, John Stram received a grant to install a well on his property. 9/8/25 Mike, Good morning. I had spoken with John Stram multiple times on this over the last week. I don't know where he would receive a grant for this work. Regardless, if he is replacing his well, he needs to permit through Crow Wing County and MN Dept. of Health. We don't permit for wells, unless within the DWSMA. He has inquired about having the watermain extended on 19th Street and informed him that he is able to petition the Council for that extension project. His other thought was to connect to the northeast into the water serving the apartment buildings. As this is all private property and no public right of way, he would need an easement/permission from the property owners to do so, and we would only permit the connection. Jessie Dehn, P.E. City Engineer 9/8/25 Mike, Looking over the location of this property with respect to the distance from existing water main, there isn't a whole lot that the utility can do without a major water main project. This would need approval from council to even start to evaluate scope of project. Crow Wing County with what Jesse was referring to is the first step if replacing existing well	Complete

8th & Maple Parking Lot	9/16/2025	9/24/2025	100%	Public Works	First Lutheran Church is the primary owner of the parking lot at 8th & Maple along with The Office Shop and Anderson Cleaners. There is an 'L' shaped City Alley through the lot from Maple South to the middle of the block which then turns West to 7th in the middle of the block. The 3 abutting property owners are looking at resurfacing. What is the protocol to get the City to participate financially? The 2nd Question is that due to the high quantity of semi-truck traffic at the SE corner of the Office Shop bldg. we possibly will want to beef up this portion of the lot which crosses the Southern portion of the City's N/S alley. Will the City participate in what possibly could be an additional expense? Attached is an email from Jessie and Mike forwarded to Councilman Bevans.	Complete
Transit Consultant Review	4/7/2025	9/29/2025	100%	Public Works	3rd party BlueSky has an extreme amount of Non-Performance Issues causing staff to have State conduct a Consultant Review. Presentation at the September 23rd TAC meeting.	Complete
Improved Signage Ordinance		9/29/2025	100%	Community Dev	Reviewed Example Ordinances and Selected New Proposed Language (complete) Planning Commission Reviewed Draft Ordinance on 6/18 and Directed Staff to Research Sign Lighting Standards Planning Commission to Review Final Draft on 7/16 Planning Commission asked staff for additional lighting research – 7/16 Planning Commission will review additional lighting standards – 8/20 Planning Commission directed staff to hold a public hearing on - 9/17	Complete
Improvement 23-16 S Brd Resurface		10/7/2025	100%	Public Works	Construction Declare Costs/Set PH for Assessments 2ND MEETING SEPTEMBER Assessment PH 1ST MEETING OCTOBER Assessment Finalized 1ST MEETING OCTOBER Payment of Assessment DECEMBER 1ST TO COUNTY	Complete

Hiring Public Utilities Director	6/16/2025	10/31/2025	100%	Administration	Council and Public Utilities Commission conducted a workshop regarding roles and responsibilities. City Council approved the job description changes on 8/18 and directed staff to move forward with hiring using GMP guarantee. The job posting went live on the GMP website on 9/4/25. First review of applicants will occur on October 12th. Applicants were encouraged to apply as soon as possible as rolling interviews will occur.	Complete
M Street Outfall		11/13/2025	100%	Public Works	Construction	Complete
Solar Project Agreement for Rotary Park	11/17/2025	12/1/2025	100%	Public Works	Solar Project at Rotary Park Agreement was approved by Park Board and City Council, but Rotary board did not want the future responsibility of replacement of panels. So agreement adjusted and future responsibilities will be on BPU - as they manage/responsible for all solar in the City. New agreement to BPU Commission on 11/24/25 at 9am. New agreement to Park Board on 11/24/25 at 4pm. New agreement to City Council on 12/1/25 at 7:30pm.	Complete

Transit- Crow Wing County Inquiry	10/6/2025	12/3/2025	100%	Public Works	Staff contacted Crow Wing County Administrator to a meeting to discuss Transit Operation and if County would be interested in supporting the Transit Operation: 1.Completely take on the complete Transit Operation, 2.If not completely operate the Transit program, help support the operation in some means, such as Fleet Management or Fleet Repairs, etc. 3.Brainerd is asking for a formal response of these requests. October 6th City Council meeting, Council directed staff to "contact Crow Wing County to gauge their interest in solely operating Transit or partnering with the City to operate." Meeting set for Monday, Nov. 24th at 9am At meeting Deb (CC Administrator), Crow Wing County has no interest in operating Transit or partnering outside the current contract. Deb also asked for the YTD ridership numbers and the Consultant's PP presentation. On 11/25/25, Mike emailed Deb ridership numbers and PP presentation. 11/25/25: Staff is waiting CWC response to assistance with Transit operation. 12/1/25: Nick emailed Deb, "does the County have any interest in solely operating transit or are you interested in any changes from the current agreement?" 12/1/25: Deb responded: "Crow Wing County does not have any interest in solely operating transit, and we would not be interested in any changes from the current agreement before the end of the agreement term in June of 2027."	Complete
2026 Budget		12/16/2025	100%	Administration	Preliminary Levy set on September 29th: $7,666,013 (8% increase) December 8th- Budget Public Hearing 6:00 p.m. utilize at 4.75% increase for the presentation as directed by the PF Chair & Council President	Complete

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Resolution - Designating Depositories for 2026

AGENDA: Consent

ACTION REQUESTED: Adopt Resolution

SUBMITTED BY: Connie Hillman, Finance Director

DEPARTMENT: Finance

PRESENTER:

ESTIMATED TIME (MIN):

SUMMARY OF ISSUE:
Per Minnesota Statute 118A, city councils must designate one or more financial institutions as a depository of city funds. Please see attached proposed resolution.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION:
Adopted the attached resolution designating financial institutions as depositories for 2026.

FINANCIAL IMPACT:

R E S O L U T I O N
xx:26

RESOLUTION DESIGNATING CITY DEPOSITORIES

WHEREAS, pursuant to Minnesota Statute 118A, the City shall designate a bank or banks to be a depository or depositories of moneys of the City; and

WHEREAS, the City has existing relationships with a number of financial institutions and desires to continue to those relationships in 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRAINERD, MINNESOTA, that the following financial institutions are designated as approved City depositories:

1. Old National Bank
2. US Bankcorp
3. RBC Capital Markets, LLC
4. 4M Money Market
5. Moreton Capital Markets
6. PMA Financial Network, Inc.

Adopted this ____ day of January 2026

_____
MIKE O'DAY
President of the Council

Approved this ____ day of January 2026

_____
DAVE BADEAUX
Mayor

ATTEST: _____
NICHOLAS W. BROYLES
City Administrator

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Resolution - 2026 Airport Capital Projects

AGENDA: Consent

ACTION REQUESTED: Adopt Resolution

SUBMITTED BY: Connie Hillman, Finance Director

DEPARTMENT: Administration

PRESENTER:

ESTIMATED TIME (MIN):

SUMMARY OF ISSUE:
Annually, the City adopts a resolution authorizing the Chairman or Vice Chairman of the Airport Commission to be the representative of the City of Brainerd, and to sign any and all documents relating to 2026 capital projects of the airport and any amendments that may arise. A proposed resolution is attached

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION:
Adopt the attached resolution for signature authorization for 2026 capital projects for the Brainerd Lakes Regional Airport.

FINANCIAL IMPACT:

RESOLUTION
xx:26

SIGNATURE AUTHORIZATION FOR 2026 CAPITAL PROJECTS FOR THE BRAINERD LAKES REGIONAL AIRPORT

BE IT RESOLVED that the Chair and/or Vice Chair of the Brainerd Lakes Regional Airport Commission is hereby authorized and directed to act as the authorized representative of the City of Brainerd for all 2026 capital projects for airport operations, and the same is hereby authorized and directed to execute and affix his/her signature to any and all required documents pertinent thereto, and all amendments thereof.

Adopted this ___ day of January 2026

_____
MIKE O'DAY
President of the Council

Approved this _____ day of January 2026

_____
DAVE BADEAUX
Mayor

ATTEST: _____
NICHOLAS W. BROYLES
City Administrator

R E S O L U T I O N
02:25

RESOLUTION APPROVING MINNESOTA LAWFUL GAMBLING PREMISE PERMIT

WHEREAS, the Brainerd American Legion Post #255 has applied for State of Minnesota Gambling Control Board Premises Permit Application for lawful gambling to be conducted at Elks Lodge 615, 215 S 9th St., Brainerd.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Brainerd that the premise permit as requested by the Brainerd American Legion Post #255 is hereby approved.

Adopted this 6th day of January 2025

_____
MICHAEL O'DAY
President of the Council

Approved this 7th day of January 2025

_____
DAVE BADEAUX
Mayor

ATTEST: _____
NICHOLAS W. BROYLES
City Administrator

RESOLUTION
XX:26

Supporting new state-supported passenger rail service between Saint Paul, Minnesota and Fargo, North Dakota

WHEREAS, the Twin Cities to Fargo/Moorhead corridor is a priority corridor for intercity passenger rail in the Minnesota Department of Transportation's State Rail Plan (2025); and

WHEREAS the Twin Cities to Fargo/Moorhead route is recommended in the Federal Railroad Administration's Amtrak Daily Long-Distance Service Study; and

WHEREAS, the Twin Cities to Fargo/Moorhead corridor hosted six eastbound and six westbound passenger rail trains each day into the late 1960's, four of which served St. Cloud;

WHEREAS, Amtrak's Empire Builder currently serves Saint Paul, St. Cloud, Staples, Detroit Lakes, and Fargo, a new state supported daily train could also serve Little Falls, Wadena, and a northern suburb such as Anoka; and

WHEREAS, this growing and congested corridor has strong ridership potential, estimated at 220,000 or greater in a recent MnDOT study; and

WHEREAS, new rail service in this corridor would have a convenient daytime schedule – as compared to the Empire Builder that arrives and departs Fargo at approximately 3 AM and serves other Minnesota cities during inconvenient overnight hours; and

WHEREAS, new rail service in this corridor will connect communities to each other and provide an affordable travel alternative to driving, airlines, and intercity bus.

WHEREAS, Amtrak brings jobs and investment to Minnesota - Amtrak spent an estimated $62.9 million on goods, services, and wages in Minnesota in 2024; and

WHEREAS, the new Borealis between Saint Paul and Chicago has been extremely successful, carrying 223,000 riders in its first year and enhancing economic development and tourism opportunities for corridor communities, and

WHEREAS, freight railroads will benefit from the capital investment required for new passenger service, enabling greater train speeds, reduced railroad congestion, and rail crossings that are safer for all users; and

WHEREAS, many states in the Midwest and around the country are investing in expanded passenger rail service for the economic and mobility benefits. Some of these

states include but are not limited to: Wisconsin, Illinois, Michigan, Missouri, Ohio, Virginia, California, Oregon, Maine, and North Carolina.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Brainerd Minnesota (or North Dakota), that it hereby supports new passenger rail service between the Twin Cities and Fargo/Moorhead and requests that the Minnesota Legislature direct MnDOT to submit a Corridor Identification Grant application to the Federal Railroad Administration for this corridor.

Adopted this 5th day of January 2026

_____
MICHAEL O'DAY
President of the Council

Approved this 6th day of January 2025

_____
DAVE BADEAUX
Mayor

ATTEST: _____
NICHOLAS W. BROYLES
City Administrator

Advocating for additional passenger rail service between Saint Paul and Fargo/Moorhead

All Aboard Minnesota recommends the initiation of a new daytime passenger rail service between Saint Paul and Fargo/Moorhead. This should be a daily state-supported train, supplementing the Empire Builder, one of Amtrak's long-distance trains. All Aboard Minnesota is working with members of Minnesota's House and Senate on a bill directing MnDOT to submit a federal Corridor I.D. grant application to study this corridor (Senate bill no. 2887 and House bill no. 3176).

Details

- The route would connect the Twin Cities metro area (metro population 3.7 million) with the regional centers of St. Cloud (metro population 203,000) and Fargo/Moorhead (metro population 217,000). Possible station stops: Saint Paul, Anoka, St. Cloud, Little Falls, Staples, Wadena, Detroit Lakes, and Fargo/Moorhead.
- The Minnesota State Rail Plan shows this as the fastest growing corridor in Minnesota (page 63).
- Estimate of potential ridership –220,000/year[1]
- Burlington Northern Santa Fe (BNSF) owns this well-maintained corridor and currently hosts passenger rail service on the Empire Builder.

Benefits of passenger rail

- Daily service at a convenient time. The Empire Builder serves Fargo/Moorhead at approximately 3 AM eastbound and westbound.
- A travel alternative to communities not affordably served by airports. The St. Paul to Fargo travel time on passenger rail would be approximately 5 hours (faster than intercity bus service).
- End-to-end service to city downtowns.
- More comfortable seating than intercity bus or airlines and generous baggage policy.

Building on the success of the Borealis

- Ridership on the state-supported Borealis, which began service in May of 2024 between Saint Paul and Chicago exceeded all ridership expectations, carrying 223,000 passengers in its first 12 months!
- In its' first 12 months, approximately 12,000 riders got on and off in both Red Wing and Winona resulting in increased tourism and economic impact in those station cities.
- Amtrak spent $62.9 million on goods, services, and wages in Minnesota in 2024.[2]

Benefits to freight rail

- Spending on infrastructure to enable passenger train service benefits both freight and passenger service by reducing bottlenecks, speeding goods and services, and enhancing grade crossing safety.

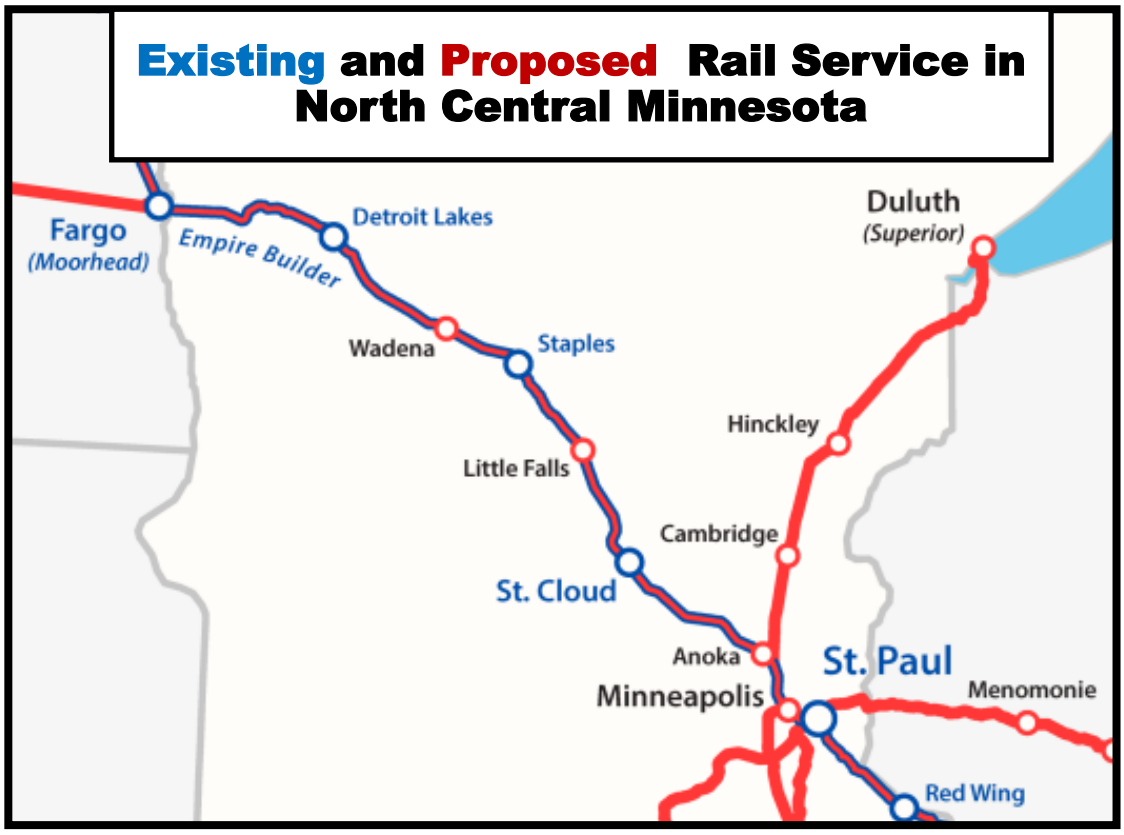
[1] Source: MnDOT's Twin Cities to St. Cloud to Fargo/Moorhead Corridor Study. February 2025, page 14.
[2] Source: Amtrak in Minnesota Fiscal Year 2024 State Fact Sheets | Amtrak

Nov 25, 2025

ALL ABOARD MINNESOTA

Proposing an additional daytime passenger train between the
Twin Cities and Fargo/ Moorhead

Map and proposed schedule showing additional station stops at Wadena, Little Falls, Anoka, Coon Rapids (Foley Blvd) and Minneapolis.



Proposed FARGO/ MOORHEAD to the TWIN CITIES

READ DOWN				*READ UP*		
EMPIRE BUILDER		PROPOSED FARGO	STATIONS	PROPOSED FARGO		EMPIRE BUILDER
3:29 AM	Dp	7:00 AM	Fargo	10:30 PM	Ar	4:13 AM
		7:05 AM	Moorhead *(parking)*	10:25 PM		
4:27 AM		8:00 AM	Detroit Lakes	9:28 PM		3:06 AM
-		8:36 AM	Wadena	8:54 PM		-
5:27 AM		9:00 AM	Staples *(Brainerd west)*	8:32 PM		2:10 AM
-		9:30 AM	Little Falls *(Brainerd east)*	8:00 PM		-
6:32 AM		10:00 AM	St Cloud	7:30 PM		1:09 AM
		10:43 AM	Anoka	6:46 PM		
		10:49 AM	Coon Rapids *(Foley Blvd)*	6:40 PM		
		11:02 AM	*(Minneapolis)*	6:27 PM		
8:33 AM	Ar	11:25 AM	St Paul Union Depot	6:00 PM	Dp	11:13 PM

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Resolution - Adopting 2025 Crow Wing County Hazard Mitigation Plan

AGENDA: Main

ACTION REQUESTED: Adopt Resolution

SUBMITTED BY: Tim Holmes, Fire Chief

DEPARTMENT: Fire

PRESENTER: Tim Holmes, Fire Chief

ESTIMATED TIME (MIN): 5 minutes

SUMMARY OF ISSUE:
Resolution adopting the 2025 Crow Wing County Mitigation Plan.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
In 2025, the City of Brainerd collaborated with Crow Wing County and their partners to update the county's Hazard Mitigation Plan. Facilitated by USpacial through the University of Minnesota and contracted by MN Homeland Security and Emergency Management (HSEM), this update ensures compliance with the Federal Disaster Mitigation Act of 2000.

The plan highlights specific local risks, noting that 68.3% of the City of Brainerd's land falls within the Wildland-Urban Interface, significantly increasing wildfire vulnerability. Additionally, the assessment identifies ongoing risks from severe weather across all seasons.

Adopting this resolution confirms the City's commitment to hazard mitigation and maintains our eligibility for FEMA Hazard Mitigation Assistance Grants.

RECOMMENDED ACTION/MOTION:
Adopt Resolution Adopting the 2025 Crow Wing County Hazard Mitigation Plan.

FINANCIAL IMPACT:
Eligibility for FEMA Hazard Mitigation Assistance Grants.

RESOLUTION
XX:26

RESOLUTION TO ADOPT THE 2025 CROW WING COUNTY HAZARD MITIGATION PLAN

WHEREAS, the City of Brainerd recognizes the threat of natural hazards to people and property within the City of Brainerd; and

WHEREAS, the City of Brainerd has participated in the development of the 2025 Crow Wing County Hazard Mitigation Plan in accordance with Federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS, the 2025 Crow Wing County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property within the City of Brainerd from the impacts of future hazards and disasters; and

WHEREAS, by adoption by the City of Brainerd demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2025 Crow Wing County Hazard Mitigation Plan,

WHEREAS, approval of the 2025 Crow Wing County Hazard Mitigation Plan by the Federal Emergency Management Agency (FEMA) will make Crow Wing County and participating jurisdictions eligible to apply for FEMA Hazard Mitigation Assistance grants; and

NOW THEREFORE BE IT RESOLVED that the City of Brainerd supports the hazard mitigation planning effort and wishes to adopt the 2025 Crow Wing County Hazard Mitigation Plan.

Adopted this ___ day of January 2026

_____
MIKE O'DAY
President

Approved this ___ day of January 2026

_____
DAVE BADEAUX
Mayor

ATTEST: _____
NICHOLAS W. BROYLES
City Administrator

Crow Wing County 2025 Hazard Mitigation Plan





Department of Public Safety | Division of Homeland Security and Emergency Management

Crow Wing County Minnesota

2025 Hazard Mitigation Plan

Clayton Barg
Emergency Management Director
Crow Wing County Emergency Management
Sheriff's Office
304 Laurel St
Brainerd, MN 56401

218-825-3445

Prepared By:

U-Spatial
Research and Innovation Office (RIO) | University of Minnesota
389 Kirby Plaza, 1208 Kirby Drive
Duluth, MN 55812

218-726-7438

Contents

Section 1 – Introduction **1**
1.1 Hazard Mitigation Planning in Minnesota 1
1.1.1 Scope 2
1.1.2 Hazard Mitigation Definition 2
1.2 State Administration of Mitigation Grants 3
Section 2 – Public Planning Process **4**
2.1 Planning Team Information 4
2.2 Review of Existing Plans, Capabilities & Vulnerabilities 6
2.3 Planning Process Timeline and Steps 7
2.3.1 Crow Wing County Stakeholder Coordination 7
2.3.2 Overview of Jurisdictional Participation 8
Section 3 – Risk Assessment and Vulnerability Analysis **11**
3.1 Natural Hazard Identification 11
3.1.1 Hazard Prioritization 11
3.1.2 FEMA- and Minnesota-Declared Disasters and Assistance 12
3.2 Community Vulnerability 13
3.3 Climate Change 13
3.3.1 Climate Change Impacts and Resilience Planning 16
3.3.2 Health Impacts of Climate Change in Minnesota 16
3.3.3 Climate Change Adaptation 20
3.3.4 Climate Change Data and Tools in Minnesota 20
3.4 Jurisdictional Change in Risk or Vulnerability Assessment 20
3.4.1 Jurisdictional Responses 20
3.4.2 Future Development 23
Section 4 – Hazards **27**
4.1 Flooding 27
4.1.1 Probability of Occurrence 27
4.1.2 Vulnerability 28
4.1.3 Flooding and Climate Change 30
4.1.4 Program Gaps and Deficiencies 31
4.2 Wildfire 31
4.2.1 Probability of Occurrence 32
4.2.2 Vulnerability 32
4.2.3 Wildfire and Climate Change 34
4.2.4 Program Gaps and Deficiencies 35
4.3 Windstorms 35
4.3.1 Probability of Occurrence 36
4.3.2 Vulnerability 36

4.3.3 Windstorms and Climate Change 37
4.3.4 Program Gaps and Deficiencies 37
4.4 Tornadoes 37
4.4.1 Probability of Occurrence 38
4.4.2 Vulnerability 38
4.4.3 Tornadoes and Climate Change 39
4.4.4 Program Gaps and Deficiencies 40
4.5 Hail 40
4.5.1 Probability of Occurrence 41
4.5.2 Vulnerability 41
4.5.3 Hail and Climate Change 42
4.5.4 Program Gaps and Deficiencies 42
4.6 Winter Storms 42
4.6.1 Probability of Occurrence 43
4.6.2 Vulnerability 43
4.6.3 Winter Storms and Climate Change 43
4.6.4 Program Gaps and Deficiencies 44
4.6 Extreme Cold 44
4.6.1 Probability of Occurrence 45
4.6.2 Vulnerability 45
4.6.3 Extreme Cold and Climate Change 45
4.6.4 Program Gaps and Deficiencies 46
4.7 Extreme Heat 46
4.7.1 Probability of Occurrence 48
4.7.2 Vulnerability 48
4.7.3 Extreme Heat and Climate Change 50
4.7.4 Program Gaps and Deficiencies 51
4.8 Drought 52
4.8.1 Probability of Occurrence 52
4.8.2 Vulnerability 52
4.8.3 Drought and Climate Change 53
4.8.4 Program Gaps and Deficiencies 54
4.9 Dam Failure 54
4.9.1 Probability of Occurrence 54
4.9.2 Vulnerability 54
4.9.3 Dam Failure and Climate Change 58
4.9.4 Program Gaps and Deficiencies 59
Section 5 – Mitigation Strategy 60
5.1 Community Capability Assessments 60
5.1.1 National Flood Insurance Program (NFIP) 60

5.1.2 Repetitive Loss Properties 65
5.1.3 Previous Integration of Hazard Mitigation into Planning Mechanisms 65
5.1.4 Plans and Programs in Place to Address Natural Hazards 73
5.2 Mitigation Goals 77
5.3 Mitigation Action and Project Strategies 78
5.3.1 Crow Wing County Mitigation Action Chart 82
Section 6 – Plan Maintenance 92
6.1 Monitoring, Evaluation, and Updating the Plan 92
6.2 Implementation 93
6.3 Continued Public Involvement 94
Appendices 96
Appendix A – References
Appendix B – Adopting Resolutions
Appendix C – Local Mitigation Survey Report
Appendix D – Plans & Programs in Place
Appendix E – Past Mitigation Action Review Status Report
Appendix F – Planning Team Meetings
Appendix G – Public Outreach & Engagement Documentation
Appendix H – Mitigation Actions by Jurisdiction
Appendix I – Plan Maintenance & Monitoring Worksheets

Section 1 – Introduction

1.1 Hazard Mitigation Planning in Minnesota

Hazard mitigation planning refers to any sustained action to reduce or eliminate long-term risk to human life and property from natural disasters. The Federal Emergency Management Agency (FEMA) has made reducing hazards one of its primary goals, and a primary mechanism in achieving this goal is both the hazard mitigation planning process and the subsequent implementation of resulting projects, measures, and policies (FEMA, 2023b).

Since 1980, damages from natural disasters in the U.S. have exceeded $2.72 trillion. 2023 saw a record 28 separate billion-dollar weather and climate disaster events in the United States, breaking the previous record of 22 events set in 2020. Minnesota alone has experienced 59 separate billion-dollar disasters since 1980 (NCEI, 2024). Hazard mitigation planning is an effective process to prepare communities and lessen the impact of loss of life and property from future disasters. Although mitigation efforts will not eliminate all disasters, government at all levels should strive to be as prepared as possible for a disaster for the well-being of its residents.

The Hazard Mitigation Plan (HMP) is a requirement of the Federal Disaster Mitigation Act of 2000. The development of a local government plan is required to maintain eligibility for federal hazard mitigation grant funding programs. To be eligible for future mitigation funds, communities must adopt an HMP.

Researchers at the National Institute of Building Sciences looked at the results of 23 years of federally funded mitigation grants provided by FEMA, the U.S. Economic Development Administration (EDA), and the U.S. Department of Housing and Urban Development (HUD). Their findings revealed that for every $1 spent on hazard mitigation funding in the nation, $6 is saved in future disaster costs (Multi-Hazard Mitigation Council, 2019).

Crow Wing County is vulnerable to a variety of natural hazards that threaten the loss of life and property. Hazards such as tornadoes, flooding, wildfires, blizzards, straight-line winds, and droughts can potentially inflict vast economic loss and personal hardship.

This planning document is accompanied by a website that allows for easy stakeholder and community engagement, as well as interactive maps, dashboards, and infographics.

A broad overview of this companion website's features is as follows:

- Homepage (featuring Declared Disasters dashboard, feedback forms, links to Crow Wing County Emergency Management website, etc.)
- County Profile
- Risk Assessment & Natural Hazard Profiles
- Goals & Implementation
- Climate Change

Crow Wing County HMP Website

1.1.1 Scope

U-Spatial, University of Minnesota, was contracted by Minnesota Homeland Security and Emergency Management using FEMA Pre-Disaster Mitigation (PDM) grant funds to work with Crow Wing County Emergency Management to facilitate an update to the 2017 Crow Wing County HMP. U-Spatial brings extensive geographic data analysis skills and hazard risk assessment expertise to the process. U-Spatial also employed the services of Hundrieser Consulting LLC for county and stakeholder outreach as well as mitigation action development related to this plan.

This HMP evaluates and prioritizes the major natural hazards affecting Crow Wing County as determined by frequency of event, economic impact, deaths, and injuries. Mitigation recommendations are based on input from state and local agencies, the public, and national best practices.

This is a multi-jurisdictional plan that covers Crow Wing County, including the cities of Baxter, Brainerd, Breezy Point, Crosby, Crosslake, Cuyuna, Deerwood, Emily, Fifty Lakes, Garrison, Ironton, Jenkins, Manhattan Beach, Nisswa, Pequot Lakes, and Trommald. Fort Ripley (pop. 97) and Riverton (pop. 118) were included in the planning process but ultimately did not participate and are not seeking to adopt the plan. The Crow Wing County mitigation activities identified in this plan also incorporate the concerns and needs of townships, school districts, and other participating entities.

The Mille Lacs Band of Ojibwe has tribal lands within Crow Wing County but did not participate in the Crow Wing County HMP update. As a sovereign nation, the tribe develops and maintains an update of its own tribal hazard mitigation plan for the Mille Lacs Indian Reservation every five years.

Members from each of these jurisdictions actively participated in the planning process by assisting with public outreach, attending planning team meetings, providing local information, identifying mitigation actions, and reviewing the plan document (see Appendix C). The information in these forms was used to help identify mitigation actions for local implementation (see also Section 2.2). Each jurisdiction will adopt the plan by resolution after the plan is approved by FEMA. County and local city resolutions will be added by Crow Wing County after final approval by FEMA (see Appendix B).

Crow Wing County has specified the following goals for this plan update:

- Include more recent data documenting the critical infrastructure and hazards faced by Crow Wing County.
- Reformat and reorganize the plan to reflect definitions of hazards as expressed in the 2024 Minnesota State Hazard Mitigation Plan.
- Reflect current hazard mitigation priorities in Crow Wing County.
- Encourage recipients and sub-recipients of hazard mitigation grants to consider climate change adaptation, resiliency, and equity in their planning efforts.

1.1.2 Hazard Mitigation Definition

Hazard mitigation may be defined as any action taken to eliminate or reduce the long-term risk to human life and property from natural hazards. The benefits of hazard mitigation planning include the following:

- saving lives, protecting the health of the public, and reducing injuries
- preventing or reducing property damage
- reducing economic losses
- minimizing social dislocation and stress
- reducing agricultural losses
- maintaining critical facilities in functioning order
- protecting infrastructure from damage
- protecting mental health
- reducing legal liability of government and public officials

1.2 State Administration of Mitigation Grants

FEMA currently has two mitigation grant programs that the State of Minnesota administers: the Hazard Mitigation Grant Program (HMGP) and the Flood Mitigation Assistance (FMA) program. The HMGP and FMA programs are administered through the Minnesota Department of Public Safety Homeland Security Emergency Management (HSEM) Division. All applicants must have or be covered under an approved hazard mitigation plan. Eligible applicants include state and local governments, certain private non-profit organizations or institutions, and tribal communities.

Section 2 – Public Planning Process

2.1 Planning Team Information

The Crow Wing County HMP planning team is headed by the Crow Wing County emergency manager, who is the primary point of contact. Planning team members include representatives from public and governmental sectors. Table 1 identifies the planning team individuals and organizations that participated in virtual planning team meetings during the plan update process.

Note: Table 1 is not an exhaustive list of stakeholder participation in the Crow Wing County HMP update. Additional participation by jurisdictional and other agency representatives is documented in Table 3 of this section, as well as in Section 3.4, Appendix C, and Appendix G. The meeting summaries in Appendix F provide a comprehensive overview of each session. This includes a complete list of invited planning team stakeholders and information on other significant opportunities for engagement during the plan update.

Find the planning team members on the Crow Wing County HMP website

Table 1. Hazard Mitigation Planning (HMP) Team

Name	Agency/Organization	Participant Title
Clayton Barg	Crow Wing County Sheriff's Office	Emergency Management Director
Liz Gleason	Crow Wing County Sheriff's Office	Emergency Management Coordinator
Jason Cline	Crow Wing County Sheriff's Office	Emergency Management Intern
Taylor Lesmeister	Crow Wing County Public Health	Public Health Educator
Jacklin Steege	Crow Wing County Public Health	Public Health Preparedness
Jason Walkowiak	Crow Wing County IT	Director
Kara Terry	Crow Wing County	Community Services Director
Gary Griffin	Crow Wing County Land Services Dept.	Land Services Director
Tom Strack	Crow Wing County Land Services Dept.	Environmental Services Supervisor
Maggie Young	Crow Wing County Land Services Dept.	Sr. Operations Specialist
Brian Berent	Crow Wing County Highway Dept.	Highway Maintenance Manager
Rob Hall	Crow Wing County Highway Dept.	Assistant County Engineer
Brian Berent	Crow Wing County Highway Dept.	Highway Maintenance Manager
Darcy Dwyer	Crow Wing County	Public Information Officer
Jason Walkowiak	Crow Wing County	IT Director
Jamie Lee	Crow Wing County	Commissioner
Melissa Barrick	Crow Wing SWCD	District Manager
Matt Maier	Baxter Police Dept.	Chief
Tim Holmes	Brainerd Fire Dept.	Fire Chief/ EM

Name	Agency/Organization	Participant Title
John Davis	Brainerd Police Dept.	Police Chief
Anthony Runde	Brainerd Police Dept.	Deputy Chief
Allie Polsfuss	City of Breezy Point	City Administrator
Brian Sandell	Breezy Point Police Dept.	Chief
Josef Garcia	Breezy Point Police Dept.	Sergeant
Micheal VanHorn	City of Crosby Police Dept.	Chief
Shayne Jacobs	City of Crosby Fire Dept.	Fire Chief
Dallas Dietz	City of Crosby Fire Dept.	Chief 2
Lori Conway	City of Crosslake	City Administrator
Chip Lohmiller	Crosslake Fire	Chief/EM
Bill Bedard	City of Cuyuna	Clerk/Treasurer
Jesse Smith	City of Cuyuna Police Dept.	Chief of Polic
Mike Bodle	Deerwood Fire	Fire Chief
Mark Taylor	City of Deerwood Police Dept.	Police Chief
Brian Foster	City of Emily	Maintenance Supervisor / EM Director
Calen Spindler	City of Emily	Maintenance Worker
Blair Mileski	City of Emily Fire & Rescue	Fire Chief
Ann Raph	City of Fifty Lakes	Clerk-Treasurer
Mark Bradley	City of Fifty Lakes Fire Dept.	Fireman
Corri Erickson	Garrison Fire & Rescue	Fire Chief
Emma Pratt	City of Ironton	Clerk-Treasurer
Cassandra Delougherty	City of Jenkins	City Clerk / Planning & Zoning Administrator
Maggi Wentler	City of Nisswa	Finance Specialist
Kiki Lindbery	City of Nisswa	City Clerk
Scott Williams	City of Nisswa Police Dept.	Sergeant
Mike Davis	Pequot Lakes Police Dept	Chief
Patricia Gage	Nokay Township	Clerk
Linda Danielson	Rabbit Lake Township	Clerk
Mark Olson	Long Lake Township	Supervisor
Aaron Sloth	Platte Lake Township	Supervisor
Craig Wallace	Ideal Township	Clerk/Treasurer
Nathan Hulinsky	Crow Wing Township	Township Supervisor
Sue Kern	Crow Wing Township	Township Clerk
Robert L Smith	Jenkins Township	Supervisor
Giles Radtke	Pelican Township	Road Supervisor
Tom Malloy	Long Lake Township	Supervisor
Michael McDaid	Pelican Township	Supervisor
Virginia Smart	Long Lake Township	Treasurer
Jim Guida	St Mathias Township	Supervisor

Name	Agency/Organization	Participant Title
Jon Auge	Mission Township	Town Board Chair
Jim Guida	St. Mathias Township	Township Supervisor
David Peterson	Timothy Township	Town Board Supervisor
Kelvin McCuskey	HSEM	Region 1 RPC
Owen Fifield	American Red Cross Serving Northern and Central Minnesota	Community Disaster Program Manager
Mark Smith	Minnesota Pollution Control Agency	Environmental Emergency Responder
Joseph Moore	NOAA/National Weather Service Duluth MN	Warning Coordination Meteorologist
Michael Palmer	Minnesota DNR	Regional Firewise Specialist
Craig Schultz	Minnesota DNR	Wildfire Program
Jacob Frie	Minnesota DNR	Area Hydrologist
Joel Lemberg	MN DNR Forestry	Area Forest Supervisor
Cory Brix	Mille Lacs Energy Cooperative	Construction and ROW Manager
Ann Espeseth	Mille Lacs Energy Cooperative	System Data Analyst
Eric Quale	Crow Wing Power	Chief Executive Officer
Gina Wieler	MN Direct Care and Treatment	Emergency Manager
Sandra Youngblom	MN DNR-Brainerd Airtanker Base	Airtanker Base Manager
James Norwood	Brainerd Lakes Regional Airport	ARFF / Operations
Tyler Ostman	Cuyuna Regional Medical Center	Director of Ambulance & Emergency Management
Peter Grant	ISD 181	Superintendent
Ryan Franz	Pequot Lakes PD/Pequot Lakes Schools	Sergeant/School Liaison
Jamie Skjeveland	Crosby-Ironton I.S.D. #182	Superintendent
Chad Emery	Cass County Sheriff's Office	Deputy Sheriff / Deputy Director Emergency Management
Patrice Erickson	Aitkin County Sheriff's Office	Dispatch Supervisor/Deputy Emergency Manager

2.2 Review of Existing Plans, Capabilities & Vulnerabilities

Crow Wing County and its local communities utilized a variety of planning documents to direct plan development. These documents included a Comprehensive/Master Plan, Emergency Operations Plan, Transportation Plan, etc. (see Section 5.1.4 and Appendix D). The planning process also incorporated the existing natural hazard mitigation elements from previous planning efforts. In addition, the 2024 Minnesota All-Hazard Mitigation Plan was consulted.

In the development of the Crow Wing County HMP, U-Spatial consultants reviewed and incorporated a variety of planning documents that direct community development and influence land use decisions for the county and its jurisdictions. In addition, U-Spatial consultants worked closely with the Crow Wing County emergency management director and other key county staff and local city officials to collect feedback on local mitigation capabilities and vulnerabilities that either support or hinder the ability to mitigate against natural hazards countywide and at the local level.

Building codes offer a way to incorporate geographically relevant and best available building science with policies and programs. The Cities of Baxter, Brainerd, Breezy Point, Crosby, Cuyuna, Deerwood, and Irontown have adopted the Minnesota State Building Code. Crow Wing County has not adopted the State Building Code and does not issue building permits for incorporated municipalities within the county. For unincorporated areas within the county, land use requirements are governed by the specific provisions of the Crow Wing County Land Use Ordinance. The Land Use Ordinance requires a permit for the construction and placement of structures on property as well as additions and structural alterations to existing structures (see Appendix C).

The following is a summary of the assessment tools used to gather information on local capabilities and vulnerabilities during the planning process:

Capabilities Assessment (*hazard-specific*): In this assessment, detailed information was collected from Crow Wing County on current plans and programs in place (i.e., existing programs, plans, or policies) as well as program gaps or deficiencies that currently exist to mitigate against damages caused by each natural hazard addressed in the plan. Section 4 identifies current gaps and deficiencies for mitigation, and Section 5.3 describes the mitigation capabilities that are in place by Crow Wing County to support mitigation.

Local Mitigation Surveys: As part of Crow Wing County's 2025 HMP update, participating jurisdictions, key county personnel, and additional agency stakeholders were asked to fill out a Local Mitigation Survey (LMS) form. Questions in the LMS form addressed the following:

- Hazard Identification, Risk Assessment & Vulnerability Analysis
- Local Mitigation Capabilities Assessment
- Local Mitigation Projects
- Survey Participants

The purpose of the survey was to gather jurisdictionally specific information needed to support the update of the plan and to help inform development of local-level mitigation actions for the next five-year planning cycle (for the full Crow Wing County LMS report, see Appendix C).

2.3 Planning Process Timeline and Steps

To update the 2017 Crow Wing County HMP, U-Spatial consultants worked in coordination with Crow Wing County Emergency Management and members of the planning team. The updated plan includes new data documenting the types of hazards faced by Crow Wing County residents and emergency planning officials as well as new thinking on how to address these hazards.

2.3.1 Crow Wing County Stakeholder Coordination

Two planning team meetings took place via Zoom video conference hosted by U-Spatial. Meeting participants included representatives from Crow Wing County, city and township governments, neighboring jurisdictions, and other key stakeholders. Appendix F provides documentation of stakeholder outreach and participation in the plan update

Survey forms to acquire mitigation ideas and feedback remain available on the HMP website

To provide the opportunity for public input, Crow Wing County issued two news releases announcing the plan update and inviting public review and feedback on the draft plan. The news release provided information on where to view the plan and submit comments. The Crow Wing County HMP website, hosted by U-Spatial, and the feedback and mitigation action ideas survey will remain available through the five-year planning period to foster public engagement. Table 2 documents dates of Hazard Mitigation update meetings and public outreach. The public feedback period for the draft plan was open from 11/12/25 to 11/26/25, for a period of 15 days. Appendix G provides documentation of the public outreach for feedback on the draft plan by Crow Wing County and jurisdictions.

Table 2. Crow Wing County hazard mitigation update meetings and public outreach

Event	Date	Appendix
Kickoff Webinar	6/13/24	Appendix F, Planning Team Meetings
News Release #1	10/22/24	Appendix G, Public Outreach & Engagement Documentation
Planning Team Meeting #1	1/22/25	Appendix F, Planning Team Meetings
Planning Team Meeting #2	9/23/25	Appendix F, Planning Team Meetings
News Release #2	11/12/25	Appendix G, Public Outreach & Engagement Documentation

At the close of the public outreach period, the U-Spatial consultants worked with the Crow Wing County Emergency Manager and planning team to incorporate public feedback into the HMP.

For more information on the planning process, see Sections 5 and 6.

2.3.2 Overview of Jurisdictional Participation

Throughout the planning process, Crow Wing County and the U-Spatial team worked to engage representatives from the county and each city in the update of the plan. Key activities for jurisdictions included assisting with public outreach, participating in planning team meetings, providing local-level information, and reviewing and providing feedback to the plan update.

U-Spatial and Crow Wing County actively used the following methods to engage jurisdictions in the HMP plan update process:

- **Zoom Video Conferencing**: Planning team meetings were conducted via Zoom video conferencing hosted by U-Spatial. Virtual meetings proved to be a beneficial addition to the planning process, resulting in a high turnout from jurisdictional representatives and other stakeholders, as well as providing the ability for presenters to collect, respond to, and document feedback from participants through Zoom functions such as surveys, chat, and Q&A.

- **Email Correspondence**: Email was a primary tool used to communicate with representatives from Crow Wing County, municipal governments, and other stakeholders. Emails were used to distribute news releases for public outreach, to invite participation in meetings and to share meeting summaries, as well as to request local information and final review of the draft plan.

Email proved to be an effective tool that resulted in increased jurisdictional participation and collection of locally specific information.

- **Surveys, forms, and polls:** Input tools such as surveys, forms, and tools were used throughout the process to efficiently collect information in a format that could directly be fed into the written hazard mitigation plan. Polls were used to elicit feedback during the planning team meetings. The Local Mitigation Survey (LMS) was used to ensure feedback from every jurisdiction for critical input such as building code use, NFIP adoption, and changes in vulnerabilities. Feedback forms were posted on the website for easy access during the plan review.
- **Phone Calls**: Phone calls were frequently used to conduct direct outreach or follow-up to jurisdictions to ensure participation or to collect information via one-on-one interviews. Phone calls proved to be an effective tool that resulted in increased jurisdictional participation and collection of quality information. Phone calls were especially useful in engaging very small communities that had limited staff or technological capabilities.

Cities participating in Crow Wing County HMP update varied by population and associated government resources to participate in the planning process (e.g., personnel, time, and technology). Rural communities with smaller populations (under 500) typically had part-time elected officials, limited-to-no city staff, and reduced city hall hours in which to conduct business. Crow Wing County and U-Spatial were sensitive to these local challenges and worked to help these local governments to participate using the methods that worked best to accommodate them, such as phone interviews to complete local mitigation survey forms (see Appendix C).

Table 3 provides an overview of each city's participation in the Crow Wing County HMP update planning process and a reference to supporting documentation.

Table 3. Jurisdictional participation in planning process

Jurisdiction (2024 Est. Population, Esri)	News Release #1	Planning Team Mtg #1	Local Mitigation Survey	Mitigation Action Charts	Planning Team Mtg.#2	News Release #2 & Plan Review
Supporting Documentation	App. G	App. F	App. C	Sec. 5.3 App. H	App. F	App. G
Crow Wing County (68,541)	X	X	X	X	X	X
City of Baxter (9,052)	X	X	X	X	X	X
City of Brainerd (14,864)	X	X	X	X	X	X
City of Breezy Point (2,733)	X	X	X	X	X	X
City of Crosby (2,438)	X		X	X	X	
City of Crosslake (2,481)	X	X	X	X	X	X
City of Cuyuna (292)	X	X	X	X	X	
City of Deerwood (532)	X	X	X	X	X	X
City of Emily (810)	X		X	X	X	
City of Fifty Lakes (448)	X	X	X	X	X	X
City of Fort Ripley (97)*	X					
City of Garrison (188)	X	X	X	X	X	
City of Ironton (630)	X		X	X	X	
City of Jenkins (501)	X		X	X	X	
City of Manhattan Beach (41)	X		X	X		
City of Nisswa (2,128)	X	X	X	X	X	X

Jurisdiction (2024 Est. Population, Esri)	News Release #1	Planning Team Mtg #1	Local Mitigation Survey	Mitigation Action Charts	Planning Team Mtg.#2	News Release #2 & Plan Review
Supporting Documentation	App. G	App. F	App. C	Sec. 5.3 App. H	App. F	App. G
City of Pequot Lakes (2,651)	X	X	X	X		
City of Riverton (118)*						
City of Trommald (109)	X		X	X		
Neighboring Jurisdictions:						
Aitkin County		X			X	
Cass County		X			X	
Mille Lacs County						

*The cities of Fort Ripley and Riverton are not included in this plan as participating jurisdictions.

Section 3 – Risk Assessment and Vulnerability Analysis

The goal of mitigation is to reduce or eliminate the future impacts of a hazard, including loss of life, property damage, disruption to local and regional economies, and the expenditure of public and private funds for recovery. Sound mitigation practices must be based on sound risk assessment. A risk assessment involves quantifying the potential loss resulting from a disaster by assessing the vulnerability of buildings, infrastructure, and people.

The risk assessments in this plan are based on widely accepted tools and databases, consultation with hazard mitigation planning expertise at FEMA and HSEM, and technical guidance from the MN DNR State Climatology Office. Geographic Information System (GIS) tools are used throughout to demonstrate geographically based risk and vulnerabilities.

3.1 Natural Hazard Identification

This assessment identifies the characteristics of natural hazard events, the severity of the risk, the likelihood of these events occurring, and the vulnerability of each jurisdiction's population and assets.

See a list of all natural hazards covered in the 2025 HMP

The cornerstone of risk assessment is identifying the hazards that affect jurisdictions. Listed below are the natural hazards addressed in the 2024 Minnesota State Hazard Mitigation Plan:

Flooding
Dam/Levee Failure
Wildfires
Windstorms
Tornadoes
Hail
Lightning
Winter Storms
Landslides (Erosion and Mudslides)
Land Subsidence (Sinkholes and Karst)
Drought
Extreme Heat
Extreme Cold
Earthquakes
Coastal Erosion & Flooding

3.1.1 Hazard Prioritization

As part of the plan update process, the planning team reviewed, updated, and prioritized the hazards faced by residents of Crow Wing County, updated the existing mitigation actions published in the 2017 HMP, and proposed new mitigation actions.

The team examined the hazards identified in the 2017 HMP and adjusted them to reflect the definitions of natural hazards used in the 2024 Minnesota State Hazard Mitigation Plan.

While this HMP focuses on natural hazards, planning took place with the understanding that many non-natural hazards could occur due to natural disasters (e.g., disruption in electrical service due to downed powerlines from heavy snow, ice storms, or high wind events).

The prioritization of hazards for the Crow Wing County HMP Update (Table 4) was based upon group review and discussion of the natural hazards that pose risk to the county during the HMP Planning Team Meeting #1. In the review of each hazard, the group was asked to consider if the risk to severe natural hazards had increased or decreased since the last plan, and if this affected their priority level to mitigate against that hazard. Appendix F provides the discussion notes from the meeting.

Table 4. Prioritization of hazards for 2025 Crow Wing County HMP Update

Natural Hazards Addressed in the Last Plan	Current Priority
Wildfire	High
Winter Storms	High
Windstorms	High
Tornadoes	High
Flooding	Moderate
Hail	Moderate
Extreme Cold	Moderate
Drought	Moderate
Extreme Heat	Low
Lightning	Low
Landslides	Low
Dam/Levee Failure	Low

3.1.2 FEMA- and Minnesota-Declared Disasters and Assistance

Another historical perspective is derived from FEMA-declared disasters. Between 1957 and August 2025, nine federal disasters, one fire management assistance, and three emergency declarations were made in Crow Wing County; see details on the Crow Wing County HMP website.

Minnesota Statutes Chapter 12A established a framework for state agencies to help communities recover from disaster. In 2014, Governor Mark Dayton signed legislation establishing the state's Disaster Assistance Contingency Account to assist local communities after a natural disaster when federal aid is not available. Damage required to declare a disaster is half the threshold of the federal/FEMA public assistance (only) program threshold (MN HSEM, 2019). Crow Wing County has been included in eight State Disaster Declarations.

The Hazard Mitigation Grant Program (HMGP), the Flood Mitigation Assistance (FMA) program, and the former Building Resilient Infrastructure and Communities (BRIC) program are FEMA-administered hazard mitigation assistance programs that provide funding for eligible mitigation planning and projects that reduce disaster losses and protect life and property from future disaster damages (FEMA, 2021). Table 5 lists the projects in the county funded by a hazard mitigation assistance program.

Table 5. Historical hazard mitigation funding awarded in Crow Wing County

Project Identifier	Sub-Grantee	Project Type	Project Total	Federal Share
4182	Crow Wing County	206.2: Safe Room (Tornado and Severe Wind Shelter) - Public Structures	$231,060	$173,295
N/A	Crow Wing County	91.1: Local Multihazard Mitigation Plan	$38,072	$28,319
1288	Crow Wing Co-Op Power & Light	400.1: Utility Protective Measures (Electric, Gas, etc.)	$240,000	$180,000
1064	Crow Wing Power	400.1: Utility Protective Measures (Electric, Gas, etc.)	$98,175	$73,631

SOURCE: (FEMA, 2025)

3.2 Community Vulnerability

The degree to which a person is vulnerable to the impacts of a hazard depends on how well they can react before, during, and after a hazardous event. The Centers for Disease Control and Prevention (CDC) Agency for Toxic Substances & Disease Registry (ATSDR) defines social vulnerability as "…the resilience of communities when confronted by external stresses on human health, stresses such as natural or human-caused disasters, or disease outbreaks" (ATSDR, 2020). Exacerbating these stressors are the increasing number of extreme weather events attributed to Minnesota's changing climate (MPCA, 2018).

The ATSDR created the CDC Social Vulnerability Index (SVI) to help identify vulnerable communities that need support in preparing for hazards or recovering from disaster. The CDC SVI is created at the census tract level using American Community Survey (ACS) five-year data.

The SVI is included in the FEMA National Risk Index (NRI) and presented in the Risk and Vulnerability dashboard on the webpage for each hazard. Additionally, summaries of at-risk populations in each jurisdiction are available on the county profile page. Vulnerable attributes of a population are addressed with each natural hazard.

The Risk and Vulnerability dashboard for each hazard also includes the FEMA Community Resilience Challenges Index (CRCI). The CRCI is a composite index of 22 community resilience indicators, including population and household characteristics, housing, healthcare, economic factors, and connection to community. The index value provides a relative composite value by census tract and is designed for emergency managers to target outreach strategies and understand the resilience challenges community members face (FEMA, 2024a).

Explore population vulnerability on the Crow Wing County HMP Website

3.3 Climate Change

Minnesota's climate change summary is informed primarily by the Midwest Chapter of the Fifth National Climate Assessment (NCA5) dated November 2023 and with interpretations from the MN DNR State Climatology Office (Wilson et al., 2023).

Rising global temperatures and the resulting increases in atmospheric moisture from evaporation of ocean waters have allowed Minnesota to become warmer, wetter, and more humid during the past several decades. The ten combined warmest and wettest years between 1895 and 2022 all occurred since 1998. Nights have warmed faster than days since 1970, and winter has warmed several times faster than summer. Even with the drought conditions of the early 2020s in Minnesota, heavy precipitation continues to show long-term increases, with damaging rain and snowfall events reported somewhere in the state each year of the decade through 2023. Despite no increase in the highest temperatures of summer, maximum annual heat index values (one measure of how hot it feels) have been rising across the state because of increased humidity during heat waves.

Even though periods of intense growing-season drought have defined the climate of the early 2020s in much of Minnesota, long-term increases in annual precipitation have continued because of heavy and even record-setting precipitation during the cold season. For instance, record-dry conditions during May through mid-August of 2021 led to parts of northwestern and northern Minnesota reaching "Exceptional Drought"—the worst category on the US Drought Monitor. A shift to a stormy pattern during the following winter and spring, however, produced unprecedented precipitation between December in May in the exact same areas, with historic flooding along the Rainy River.

The observed changes in our climate have altered growing seasons, damaged forests, challenged natural resource management, limited recreational opportunities, destroyed infrastructure, and affected the conditions of lakes, rivers, wetlands, and groundwater aquifers that provide water for drinking and agriculture. Climate models project that temperature and precipitation increases will continue in Minnesota through the 21st century, with hotter summers and increased drought severity during dry periods as well.

To help the public understand how the changing climate has affected and is expected to affect the behavior of common weather hazards in Minnesota, the MN DNR State Climatology Office developed graphical summaries of the scientific confidence associated with each hazard's relationship to climate change (Table 6 and Table 7). Climate change in Minnesota has by far the strongest associations with (1) sharp declines in the frequency and severity of extreme cold outbreaks, tied to a persistent warming of winters, and (2) sharp increases in the frequency and intensity of extreme precipitation events. For instance, from 1970 through 2023, Minnesota's winters warmed at a rate of almost one degree F per decade, and approximately three-four times faster than summer. During that same period, the coldest night of the year has warmed almost twice as fast as winter as a whole—up to two degrees F per decade (or 20 degrees F per century).

Despite major losses to cold extremes, the warming climate and increased abundance of atmospheric moisture has led to an uptick in many heavy snowfall metrics across Minnesota, leading to moderately high confidence that the changing climate is increasing heavy snowfall events—even as other winter characteristics decline. The intensity and frequency of tornadoes and severe convective storms are weakly connected at best to recent climate changes, and since the 1950s, despite superior detection and verification capabilities, the number of damaging tornadoes rated at least F-2 or EF-2 in Minnesota has shown no increases. Dramatic changes in the seasonal and geographical ranges of severe convective weather have, on the other hand, already affected Minnesota. In 2021, a damaging tornado crossed the Boundary Waters into Canada, becoming the latest on record so far north in the state. Then, on December 15th, an outbreak of destructive thunderstorm winds and over 20 tornadoes struck the southeastern parts of the state, producing the latest tornadoes on record by 29 days.

The climatic picture is expected to change further beyond the 2020s and especially as Minnesota approaches the middle of the 21st century (Table 7). Dramatic losses in extreme cold and additional increases in heavy and extreme precipitation are expected to remain the state's leading climate change symptoms. Although Minnesota has not yet observed increases in the frequency, severity, or duration of summertime high temperatures or drought (through 2023), climate model projections summarized in NCA5 indicate that heat waves are all but certain to increase by mid-century. A 2018 study conducted by NOAA scientists indicates that by the 2050s, heat waves in Minnesota will be more attributable to climate change than to natural variability (Lopez et al., 2018).

Table 6. Confidence that climate change has already impacted common Minnesota weather/climate hazards

Confidence	Hazard	Recent & Current Observations
Highest	Extreme cold	Rapid decline in severity & frequency
	Extreme rainfall and heavy snowfall	Becoming larger and more frequent
Moderately High	Humid heat waves	Some increase in maximum dew point and Heat Index values since 1980
Moderately Low	Tornadoes, hail, thunderstorm winds	Intensity and frequency unchanged, but seasons expanding aggressively
Low	Drought and dry spells	Intense & major episodes in early 2020s but no long-term trend
Lowest	Summer high temperature extremes	Highest temperatures still well within historical ranges, and number of hot days increasing only slightly in isolated locations

Source: (Blumenfeld, K. Minnesota State Climatology Office, personal communication, December 21, 2023)

Table 7. Confidence that climate change will impact common Minnesota weather/climate hazards through 2070

Confidence	Hazard	Expectations through 2070
Highest	Extreme cold	Continued rapid decrease in severity and frequency
	Extreme rainfall	Unprecedented events more common
High	Heat waves	Summer high temperatures, maximum dew point and heat index values all projected to increase
Moderately High	Drought	Increased severity likely as summer heat increases; frequency and duration projections unclear
Moderately Low	Heavy snowfall	Greater extremes, but events less frequent as winter rain increases
	Tornadoes, hail, thunderstorm winds	Intensity and frequency unclear but continued seasonal expansion and larger "outbreaks" possible

Source: (Blumenfeld, K. Minnesota State Climatology Office, personal communication, December 21, 2023)

3.3.1 Climate Change Impacts and Resilience Planning

The NCA5 states that even if the world decarbonizes rapidly, the Nation will continue to face climate impacts and risks. Adequately and equitably addressing these risks involves longer-term inclusive planning, investments in transformative adaptation, and mitigation approaches that consider equity and justice. In the Midwest, rising temperatures, extreme precipitation, drought, and other climate-related events are impacting agriculture, ecosystems, cultural practices, health, infrastructure, and waterways. Communities, Indigenous Peoples, governments, and businesses are embracing adaptation approaches that include climate-smart agriculture, improved landscape management, innovative green infrastructure financing, and collaborative decision-making.

NCA5 includes these key messages for the Midwest region (Chapter 24: Midwest):

- Changes in precipitation extremes, timing of snowmelt, and early-spring rainfall are expected to pose greater challenges for crop and animal agriculture, including increased pest and disease transmission, muddier pastures, and further degradation of water quality. Climate-smart agriculture and other adaptation techniques provide a potential path toward environmental and economic sustainability.
- Increasing incidence of flooding and drought is expected to further alter aquatic ecosystems, while terrestrial ecosystems are being reshaped by rising temperatures and decreasing snow and ice cover. In response, communities are adapting their cultural practices and the ways they manage the landscape, preserving and protecting ecosystems and the services they provide.
- Climate change has wide-ranging effects on lives and livelihoods. Mitigation and adaptation strategies, such as expanded use of green infrastructure, heat-health early warning systems, and improved stormwater management systems, when developed in collaboration with affected communities, have the potential to improve individual and community health.
- Increases in temperatures and extreme precipitation events are already challenging aging infrastructure and are expected to impair surface transportation, water navigation, and the electrical grid. Shifts in the timing and intensity of rainfall are expected to disrupt transportation along major rivers and increase chronic flooding. Green infrastructure and public and private investments may mitigate losses, provide relief from heat, and offer other ways to adapt the built environment to a changing climate.
- Climate-related changes to water quantity and quality are increasing the risks to ecosystem health, adequate food production, surface water and groundwater uses, and recreation (high confidence). Projected increases in droughts, floods, and runoff events across the Mississippi River basin and the Great Lakes will adversely impact ecosystems through increased erosion, harmful algal blooms, and expansion of invasive species.

Key messages from the NCA5 are indicated in green throughout this document.

3.3.2 Health Impacts of Climate Change in Minnesota

Climate change already impacts our health, and these impacts are expected to worsen in the years ahead. The risks are especially high for Minnesotans who are less able to cope due to their age, income, housing insecurity, preexisting health conditions, and more.

Heat, air pollution (including wildfire smoke and allergens like pollen), extreme precipitation, floods, droughts, and ecosystem changes are all "climate hazards" that impact our health. Some of these climate hazards have a direct effect, like a heat-related illness from a heatwave, while some have an indirect impact, like exacerbation of asthma from mold growth in a flooded basement.

Heat

Minnesotans will experience a wide range of impacts from the increased frequency and severity of extreme heat events. Higher heat, increased humidity, and longer and more frequent extreme heat events can lead to direct health impacts of dehydration and heatstroke. Untreated heat stroke can lead to death. Heat-related illness directly accounted for 75 deaths in Minnesota from 2000–2022.

Heat can also worsen existing health conditions, such as respiratory and cardiovascular diseases. The people most at risk include those who are more exposed and those who may be more susceptible due to physiological reasons. People more likely to be exposed to heat include outdoor workers in agriculture and construction, student athletes, people who live in cities (due to the heat island effect), people without air conditioning, and unhoused persons.

People at higher risk because of physiological reasons include those with underlying medical conditions, pregnant people, older adults, infants, and young children.

Just as one example of the devastating effects of heat, in the summer of 2011, Minnesota had six days when the heat index was 105 degrees F or higher—and that same summer there were 1,302 emergency department visits and 3 deaths due to heat. What makes these numbers tragic is that heat-related illnesses are preventable.

Air Pollution

In general, we breathe clean air in Minnesota, according to federal standards. But on some days and in some locations, air is unhealthy due to ozone or fine particulate matter. Greenhouse gas emissions can increase air pollution, and rising temperatures can also affect the formation and release of pollutants. Unhealthy air days are expected to become more frequent, and more intense due to climate change.

Climate change is likely to increase three main air contaminants in Minnesota: ozone, particulate matter (including wildfire smoke), and allergens. These air pollutants can cause or exacerbate cardiovascular and respiratory diseases, chronic obstructive pulmonary disease (COPD), allergies, and asthma.

Pollen is intensifying with climate change, and can trigger allergies, asthma attacks, and affect other respiratory conditions. In Minnesota, asthma affects one in 16 children (6.4%) and one in 13 adults (7.4%). People with asthma need to be especially aware of pollen sources and seasons to prevent an allergy-related asthma attack.

There are three pollen seasons in Minnesota: trees, grasses, and weeds. Trees are the first to release pollen, typically starting in early April, grasses usually ramp up pollen release in early June, and weeds typically begin releasing pollen in mid-June and continue until the first hard frost. Research shows that the growing season for ragweed pollen, which is highly allergenic, has increased by 15 to 25 days in and around Minnesota. The lengthening pollen season is strongly related to climate change characteristics, such as lengthening of the frost-free season and later timing of the first fall frost.

Indirect health effects from air pollution can include reduced visibility on a high smog day, reduced productivity at work or school due to allergies or asthma, and reduced productivity and degradation of crops and water sources, which can lead to economic burdens.

Those most at risk include:

- Children, because they have developing lungs, are outside more, and they play vigorously and inhale more air per pound of body weight compared to adults.
- Adults over 60, because their bodies are aging.
- People with chronic respiratory or cardiovascular disease because they are more susceptible to air pollution.
- Individuals living near other sources of air pollution (such as roadways, freeways, and heavy industry), because they are chronically exposed to air pollution.
- People of color, because they are more likely to be exposed to more air pollution and have a disproportionate burden of heart and lung diseases, which may increase susceptibility.

Extreme Precipitation, Floods, Drought

Rain is falling more frequently in extreme, heavy, localized events, leading to some parts of our state experiencing flooding while other areas experience drought.

Increased frequency and severity of heavy rainfalls can lead to flooding, which results in both direct and indirect health impacts like:

- Injury or even death from drowning.
- Illnesses from being exposed to contaminated drinking water or recreational sources.
- Mental health stress from experiencing the trauma of the event or later from being displaced or dealing with damaged homes and business.
- Respiratory ailments from exposure to mold from flooded basements.
- Carbon monoxide poisoning from exposure to carbon monoxide when using secondary power sources, like generators.
- Flooding can also disrupt economic and social networks and put a strain on essential services.

The people most at risk are Minnesotans who are more likely to be exposed to flood waters, like those who live in a flood plain or near water bodies, or people who cannot easily evacuate or recover from flooding destruction, such as people who do not have reliable transportation, people who can't use the stairs when elevators are out of service, people in wheelchairs, people with disabilities, older adults, and lower income people.

Heavy rain events can cause standing water in backyards or basements. Many homeowners have experienced wet basements, which is mentally and financially stressful, and if mold starts to grow that can become a health problem.

Localized flash flooding can also be a problem where our infrastructure is undersized, and people get caught off guard by flooded roads. This is an important public health safety concern as almost half of flash flood fatalities occur in vehicles. It takes as little as six inches of fast-moving water to knock over and carry away an adult, and as little as 12 inches can carry away a small car.

Another public health concern with precipitation changes exacerbated by climate change is waterborne disease outbreaks. Heavy downpours can lead to a host of problems, including increased

runoff and sewage overflows, which can cause outbreaks of waterborne diseases such as E. coli and Cryptosporidium. Runoff can carry viruses and other disease-causing agents into wells and recreational waters, contaminating them and causing health problems.

Zoonotic Diseases

Zoonotic diseases or zoonoses are caused by germs like viruses, bacteria, parasites, and fungi that spread between animals and people. Increases in temperatures and changes in rain patterns are changing our ecosystems, which can affect the spread of diseases carried by insects, ticks, rodents, birds, and other animals.

Diseases from ticks include Lyme disease, Anaplasmosis, and Babesiosis. As temperatures increase, disease-transmitting ticks will become active sooner and stay active longer, allowing more time to develop and feed on hosts. Ticks thrive in warm humid environments.

Additionally, there may be a decreased die off over the winter months if temperatures do not get very cold. An increase in winter temperatures can also lead to new tick species moving into and surviving in Minnesota, which can lead to the introduction of new diseases.

People more at risk for diseases carried by insects, ticks, and rodents are people who spend more time outdoors or are more exposed to these pests.

Harmful Algal Blooms

An increase in water temperatures can lead to blue-green algal blooms, which contain toxins that can pose harmful health risks. People or pets who drink or swim in water with dangerous levels of harmful algal bloom (HAB) contamination may experience stomach illness, skin irritation, allergic responses, and damage to the liver and nervous system. In extreme cases, dogs and other animals have died after drinking water containing these toxins.

Harmful algal blooms in Minnesota lakes result from several factors including runoff from fertilizers, discharges from waste treatment plants, warmer waters, and higher temperatures. While HABs can occur naturally, the frequency of outbreaks is increasing in part because human activities create favorable conditions for the blooms.

Zoonotic diseases and HABs can have an indirect health effect when they threaten the livelihoods of people who work in recreation-dependent economies that revolve around camping, fishing, and hunting.

Mental Health

Climate change threatens our mental health through direct exposure to a climate-related disaster (e.g., flooding); through the disruption to a major determinant of health, such as a loss of livelihood or a cultural tradition; and through awareness or uncertainty of climate change as an existential threat. These experiences may overlap and lead to compounded impacts on an individual or even an entire community, such as family farmers burdened with decadal drought who are more likely to commit suicide.

Existing research has associated several mental health conditions with climate change, such as psychological distress, grief reactions, depression, post-traumatic stress disorder, interpersonal conflicts, drug or alcohol abuse, loss of identity, and suicidal ideation.

Vulnerable populations such as children, the elderly, communities of color, and other marginalized communities are most at risk of climate change-related mental health impacts.

3.3.3 Climate Change Adaptation

Climate change adaptation is important for increasing the resilience of communities and the environment. The shocks caused by more extreme weather events and the stressors of longer-term changes to the climate affect all natural systems. For human communities, these impacts challenge the surroundings in which they live, the critically important ecosystem services upon which they depend, public health, local facilities and infrastructure, the safety of their residences, and the viability of their livelihoods. Development trends can further exacerbate both climate impacts and population vulnerability. Communities are only as resilient as the most vulnerable within them.

3.3.4 Climate Change Data and Tools in Minnesota

The University of Minnesota Extension and the University of Minnesota's Water Resources Center coordinate the Minnesota Climate Adaptation Partnership (MCAP), which brings together federal and state agencies, organizations, and individuals statewide with an interest in climate adaptation. MCAP received funding after the 2021 legislative session to develop high-resolution (2.6 mile/4km grid) dynamically downscaled climate projections utilizing the University of Minnesota's Supercomputing Institute. This data is being made publicly accessible via the new Minnesota CliMAT—Climate Mapping and Analysis Tool. This interactive online tool provides highly localized climate projections for Minnesota. MN CliMAT is based on data from the latest generation of global climate models, called CMIP6. With the dynamically downscaled climate projection data, users can visualize even how small cities will likely be impacted in the coming decades (Liess, S. et al., 2023).

More resources are available on the climate change page of the Crow Wing County website

3.4 Jurisdictional Change in Risk or Vulnerability Assessment

Jurisdictions in Crow Wing County have varying vulnerabilities to and concerns about impacts to their communities. Interviews with jurisdictional representatives in addition to the Local Mitigation Survey resulted in some specific concerns (see Appendix C). Participants were asked to provide feedback on how their community's vulnerability to natural hazards had either increased (due to changes such as development) or decreased (due to local mitigation efforts) over the past five years.

At the local jurisdictional level, several communities did note an increase in development over the last five years as a factor for an increase in vulnerability to severe weather or disaster events.

3.4.1 Jurisdictional Responses

As part of the Local Mitigation Survey form, Crow Wing County Emergency Management and each city jurisdiction were asked to provide a vulnerability assessment that described what structures, systems, populations, or other community assets were susceptible to damage and loss from specific hazard events. This information was used to help tie local vulnerability back to the exposure of people,

buildings, infrastructure, and the environment to the natural hazards listed in Table 4 and to assist local governments in development of related local mitigation actions to reduce risk.

The following is a compilation of common responses taken directly from jurisdictional representatives as preserved in Appendix C: Question 2 – Local Vulnerabilities. Responses here are edited only for clarity.

Crow Wing County

Severe Storms, Flooding: We have multiple campgrounds and resorts, mobile home parks, assisted living facilities, levy, above ground power lines, and below ground gas lines that are vulnerable to the impacts of severe storm events and flooding.

City of Baxter

Severe Storms, Flooding: We have several assisted living facilities, apartment complexes, multiple hotels, water and wastewater treatment, Day center for homeless population, 1 mobile home neighborhood, 3 schools, above ground power lines, and multiple neighborhoods without multiple ingress or egress access.

City of Brainerd

Severe Storms, Flooding: We have a hospital, water treatment plant, wastewater treatment plant, schools, several nursing homes and assisted living facilities, a campground, a dam, and mobile home parks that are vulnerable to the impacts of severe storm events and flooding.

City of Breezy Point

Severe Storms, Flooding: We have 3 campgrounds and resort guests that are vulnerable to the impacts of severe storm events and flooding.

City of Crosby

Severe Storms, Flooding: We have 2 campgrounds, 1 mobile home park that are vulnerable to the impacts of severe storm events and flooding.

City of Crosslake

Severe Storms, Flooding: We have 2 campgrounds, 3 mobile home parks, 2 dams that are vulnerable to the impacts of severe storm events and flooding.

City of Cuyuna

Severe Storms, Flooding: We have 1 campground, 2 Mountain Bike Trail Heads that are vulnerable to the impacts of severe storm events and flooding.

City of Deerwood

Severe Storms, Flooding: We have 1 mobile home park, 2-3 older elderly living facilities, Lack of storm shelter, a couple lift stations that are exposed to flooding, a couple older intersections that flood during heavy rains and snow melting, aging sirens for storm warning. The mobile home park is very old and run down and at high risk during cold weather and storms.

City of Emily

Power Outages: We have experienced power outages from strong wind events that brought down power lines. The City's Emergency Shelter (City Hall) does not have a generator to provide power during outages.

City of Fifty Lakes

Windstorms, Tornadoes: We have one campground (200 users when full) and one trailer park association whose residents may look for shelter in severe weather. Our storm shelter is better than a camper or trailer, but can only house so many people. Judging by the year the shelter was built there are some concerns about the roof holding up to a tornado. Power outages also happen frequently in some areas during summer/winter storms from trees taking out overhead lines.

City of Fort Ripley

No response.

City of Garrison

Windstorms, Tornadoes: We have multiple campgrounds and mobile home parks, one mobile home park with 800+ sites (Aitkin County border). Our emergency shelter is located at City Hall, but is limited to the key holder's ability to get there to open it.

City of Ironton

Severe Storms, Flooding: We have multiple campgrounds and a couple larger apartments for the elderly/mobility impaired that are vulnerable to the impacts of severe storm events and flooding.

City of Jenkins

All-Hazards: We are a small city with limited staff and financial resources. Our City Hall is considered an emergency shelter but has very limited space and no backup power supply or generator.

City of Manhattan Beach

All-Hazards: We are a small city (population 57) with very limited financial and staff resources to address local mitigation projects.

City of Nisswa

Windstorms, Tornadoes: Our city has multiple resorts/campgrounds along with an elementary school. We also have a large elderly population along with a large amount of visitors frequenting the downtown area in the summer months. We do have our community center available as a storm shelter with limited space. Our city has several areas with old, large trees in residential areas making them a concern causing damage or injury during storms.

City of Pequot Lakes

Windstorms, Tornadoes: We have 1 mobile home park, several apartment complexes, several assisted living facilities, a school, our emergency shelter is in the basement of the community center which has limited capacity, 3 over passes, 2 of which are over Hwy 371 (Co Rd 11 and the bike trail), 2 campgrounds, 1 resort, numerous communication towers, city water system, and several day care facilities.

City of Riverton

No response.

City of Trommald

Wildfire: Some public areas with lots of downed trees from storms created elevated risk of possible wildfire spread/intensity.

3.4.2 Future Development

Because Crow Wing County is vulnerable to a variety of natural hazards, the county government—in partnership with the state government—must make a commitment to prepare for the management of these events. Crow Wing County is committed to ensuring that county elected and appointed officials become informed leaders regarding community hazards so that they are better prepared to set and direct policies for emergency management and county response.

As part of the vulnerability assessment conducted for the Crow Wing County HMP update, jurisdictions were asked to describe if there were any factors related to population growth, zoning, or development they felt have increased their community's vulnerability to future severe weather or disaster events. The following is a compilation of responses taken directly from jurisdictional representatives as preserved in Appendix C: Question 4 – Increase in Vulnerability. Responses here are edited only for clarity.

Crow Wing County

Generally, we have seen an increase in population and construction across the county, but without any increase in vulnerability for natural hazard events.

City of Baxter

We have experienced rapid growth and construction in residential, commercial, office and industrial development. We have seen a 9% increase in population since 2020.

City of Brainerd

Brainerd has seen significant new single-family home development on its corporate boundaries, thus increasing new vulnerabilities to natural hazards. The Brainerd Oaks, Northtown, Serene Pines, and Delmar developments are now 95% built out. Most of the single-family home construction has occurred in the last 5 years. The development on our outer borders has a higher risk to wildfire due to location in or near the wildland-urban interface.

City of Breezy Point

The City of Breezy Point had Fairway Lane developed in the last ten years, yielding about 22 duplexes, the end of Chickasaw had some lots combined/rezoned yielding 4 duplexes, and Apple Lane was developed yielding 4 or 5 homes so far. We have also had redevelopment of existing sub-divisions.

City of Crosby

Increased population growth due the large influx of people using the mountain bike trail system.

City of Crosslake

We have continued to see a moderate increase of population. We feel we have been able to handle the moderate growth.

City of Cuyuna

Increased population growth due to the large mountain biking population.

City of Deerwood

Moderate Population Growth, Large increase in Bike trail activity resulting in increased traffic, area use and rescue needs.

City of Emily

We have had continued to have a moderate increase of population.

City of Fifty Lakes

There has been an increase in year-round occupancy vs. seasonal, which is still much less than our summer population.

City of Fort Ripley

No response

City of Garrison

Increase in population, also significant increase in seasonal population. Slow increase in development though a large resort is being built within city limits over the next few years.

City of Ironton

We have an increase in population due to the bike trails and REC Area.

City of Jenkins

We have experienced an increase in development as well as an increase in seasonal (summer) population.

City of Manhattan Beach

No new homes or developments.

City of Nisswa

Our city is experiencing continual growth which is mainly residential and has increased significantly since 2020.

City of Pequot Lakes

We have experienced an increase in new development which has caused us to increase infrastructure capacity.

City of Riverton

No response.

City of Trommald

Maybe not population increase, but we have seen an increase in traffic/seasonal visitors.

In the development of local mitigation actions, all jurisdictions were encouraged to consider hazard mitigation strategies that would reduce risk in relation to future development, such as the update of local comprehensive plans, enforcement of ordinances, and incorporation of infrastructure improvements to reduce local vulnerabilities (see Appendix H).

The Crow Wing County emergency management director will work to keep the jurisdictions covered by the HMP engaged and informed during the plan's cycle. By keeping jurisdictional leaders involved in the monitoring, evaluation, and update of the HMP, they will keep their local governments aware of the hazards that face their communities and how to mitigate those hazards through planning and project implementation.

Section 6 of this plan further outlines the process by which Crow Wing County will address the maintenance of this plan, including monitoring, evaluation, and update of the plan, as well as implementation and continued public involvement.

Section 4 – Hazards

As part of the risk assessment, each natural hazard that poses risk to the county was independently reviewed for its past hazard history, relationship to future trends, and jurisdictional vulnerability to future events. The county also conducted a capabilities assessment to review the plans and programs that are in place or lacking (program gaps or deficiencies) for implementing mitigation efforts, as related to each natural hazard. An assessment was also conducted for local jurisdictions to identify the plans, policies, programs, staff, and funding they have in place to incorporate mitigation into other planning mechanisms (see Section 5.1 and Appendix C).

Read more about natural hazard prioritization and view interactive information on all hazards

The following hazard profiles address hazards that the Crow Wing County Planning Team deemed moderate to high risk. Hazards determined to be low risk or without substantive mitigation actions are not required to be included.

4.1 Flooding

Flooding is the most significant and costly natural hazard in Minnesota. Eight of the nine federal disaster declarations in Crow Wing County included flooding.

There have been several notable flood events in Crow Wing County. On June 20, 2013, Breezy Point recorded 7.75 inches of rain, and 6.14 inches were measured near Nisswa, causing significant widespread flooding. On July 11–12, 2016, Crow Wing County received six to seven inches of rain (with four to five inches in the south) as thunderstorms repeatedly regenerated and moved slowly over the area for a period of hours. Even heavier rains fell in a large area to the east, as this major flood event developed an enormous footprint.

4.1.1 Probability of Occurrence

From 1996 through May 2025, the NCEI Storm Events Database has recorded 25 flood and flash flood events. Crow Wing County has experienced one flash flood event every 2.4 years and one riverine flood event every 1.9 years on average during this period.

View interactive maps and see information about flooding history, risk, and vulnerability

Minnesota HSEM has encouraged a potential risk and economic loss analysis for a 1% annual chance flood using the FEMA tool, Hazus for ArcGIS. A Digital Flood Insurance Rate Map (DFIRM) defined the 1% annual chance flood boundary.

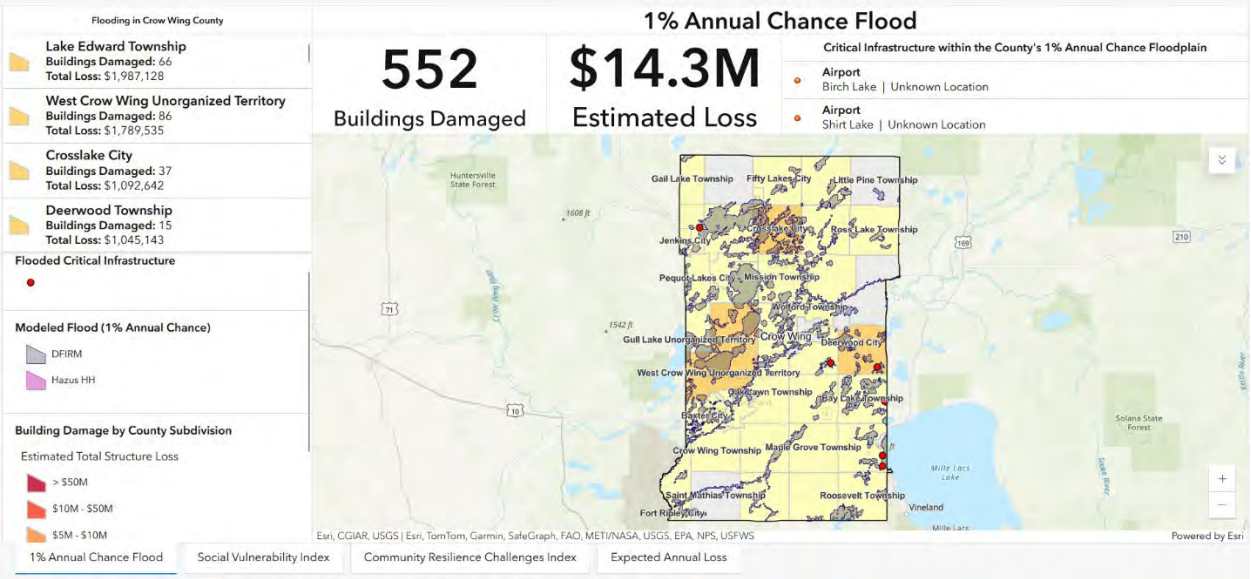
A raster layer (10m resolution) of flood water depths within the 1% annual chance flood boundary was calculated by taking the difference between the elevation of the ground and the surface of the flood water. Static base flood elevation (BFE) data was available for some areas in the flood boundary, but

the water surface elevation (WSEL) had to be calculated for the rest of the flooded areas. The method of calculating the WSEL varied by the data available.

For this analysis, water surface elevations were calculated by interpolating three different datasets: the regulatory water surface elevation values of cross section lines (primary data), the elevation values of base flood elevation lines (secondary data), and the elevation at the flood boundary where cross section and base flood line data were not available.

The resulting Hazus 1% annual chance floodplain is shown in the Flood Vulnerability dashboard on the Crow Wing County HMP website (Figure 1), where it is available in an interactive form.

Figure 1. 1% Annual chance flood in Crow Wing County



4.1.2 Vulnerability

Potential economic loss estimates were based on county-specific building data. Crow Wing County provided parcel tax and spatial databases that included building valuations, occupancy class, square footage, year built, and number of stories. The quality of the inventory is the limiting factor to a Hazus flood model loss estimation. Best practices were used to use local data and assumptions were made to populate missing (but required) values.

View at-risk populations in Crow Wing County

Hazus reports the percent damage of each building in the floodplain, defined by the centroid of each building footprint. After formatting the tax and spatial data, 60,823 points were input to Hazus to represent buildings with a total estimated building plus contents value of $17.5 billion. Approximately 88% of the buildings (and 72% of the building value) are associated with residential housing.The estimated loss by occupancy class for the entire county is shown in Table 8.

Table 8. Summary of 1% annual chance flood loss estimation by occupancy class

General Occupancy	County Total Buildings	County Building and Contents Value	Floodplain Total Buildings	Floodplain Building + Contents Value	Buildings with damage	Building + Contents Loss
Residential	53,228	$12,608,272,298	828	$208,855,680	546	$14,183,228
Commercial	2,631	$1,973,483,557	2	$655,820	1	$878
Other	4,964	$2,923,166,183	12	$4,094,440	5	$137,147
Totals	60,823	$17,504,922,038	842	$213,605,940	552	$14,321,253

SOURCE: (FEMA, 2024c)

The distinction between building attributes within a parcel was not known, so the maximum percent damage to a building in that parcel was used to calculate loss estimates for the entire parcel. The sum of all the losses in each census block were aggregated to visualize the loss (see flood risk map on the HMP website). Please note: It is possible for a building location to report no loss even if it is in the flood boundary. For example, if the water depth is minimal relative to 1st-floor height, there may be 0% damage.

Hazus Critical Infrastructure Loss Analysis

Critical facilities and infrastructure are vital to the public, and their incapacitation or destruction would have a significant negative impact on the community. These facilities and infrastructure were identified on the HMP website and verified by Crow Wing County.

Buildings identified as essential facilities for the Hazus flood analysis include hospitals, police and fire stations, and schools (often used as shelters). Essential facilities are vulnerable to structural failure, extensive water damage, and loss of facility functionality during a flood, thereby negatively impacting the communities relying on these facilities' services. Fortunately, none of Crow Wing County's essential facilities included in the Hazus flood analysis are located within the 1% annual chance floodplain.

Extreme precipitation resulting in flooding may overwhelm water infrastructure, disrupt transportation, and cause other damage. Particularly where stormwater, sewage and water treatment infrastructure is aging or undersized for more intense rainstorms, extreme rain events may pose both health and ecological risks in addition to costly damage (USGCRP, 2018b).

It is important to identify other critical infrastructure within the 1% annual chance floodplain, given the higher risk of the facility or infrastructure being incapacitated or destroyed during a flood. In Crow Wing County, five airports were determined to be at risk in the 1% annual chance flood:

- Birch Lake Airport
- Shirt Lake Airport
- Paul's Airport
- Lookout Lake Airport
- Lower Hay Lake Airport

These airports are mapped on the Crow Wing County HMP website. This flood analysis did not evaluate flooding bridges, roads, or other linear features.

There were other important assets within the 1% annual chance flood boundary and worth further flood risk review. Buildings considered include places where critical leaders' offices may be, historical

resources, hazardous waste storage, and places where populations may be exposed, such as campgrounds or mobile home parks. In Crow Wing County, the assets vulnerable to a 1% annual chance flood are both in Garrison: the campground Shady Creek on Mille Lacs, and St. Alban's Bay Culvert at Mille Lacs Lake, which is on the National Register of Historic Places. These vulnerabilities should be reviewed in more detail.

Community Vulnerability

Potential economic losses were estimated by Census Minor Civil Division. Lake Edward Township would suffer an estimated loss of nearly $2 million in the 1% annual chance flood. West Crow Wing Unorganized Territory, the City of Crosslake, and Deerwood Township each have estimated losses of over $1 million. All jurisdictions with buildings identified in the 1% annual chance flood zone can also be viewed on the Crow Wing County HMP website.

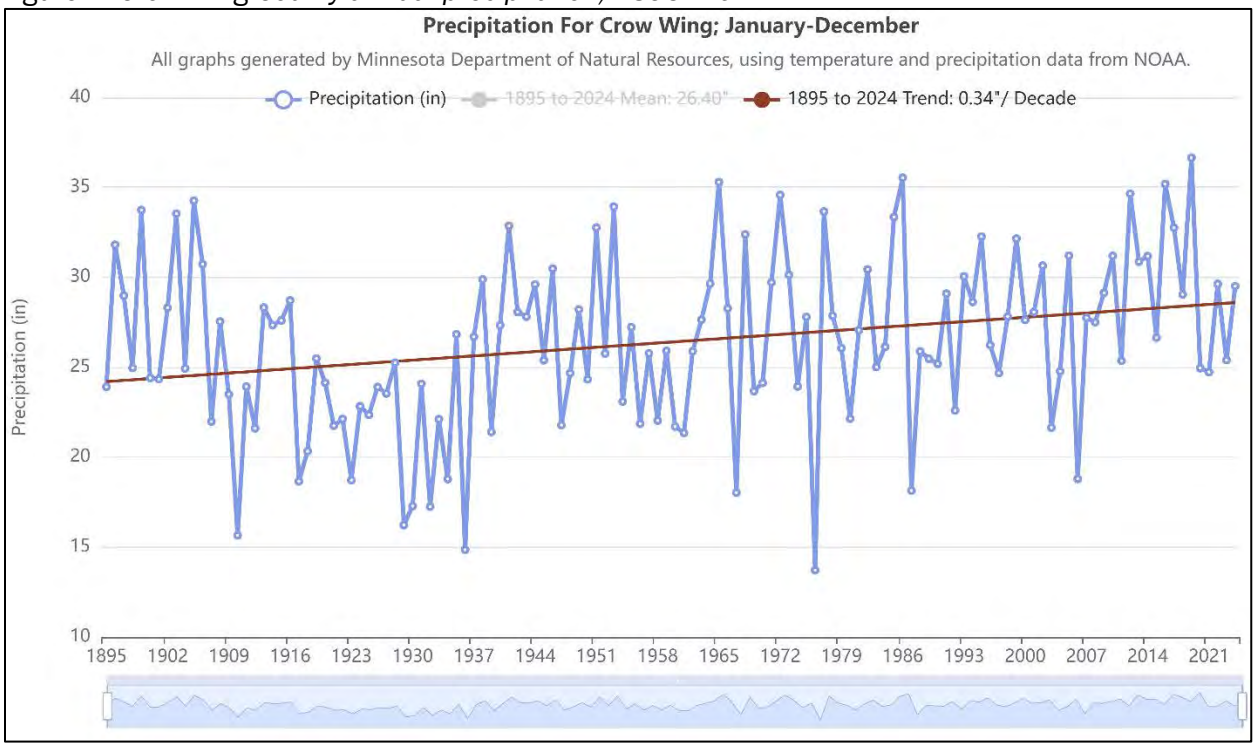
The status of jurisdictional participation in the National Flood Insurance Program and any repetitive loss properties are detailed in Section 5.1.1. National Flood Insurance Program (NFIP).

Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.1.3 Flooding and Climate Change

Higher temperatures globally have evaporated more surface and ocean water into the atmosphere, which, in turn, has provided more potential moisture for precipitating weather systems. In Crow Wing County, the result has been increased precipitation, with annual totals increasing at an average rate of just over a third of an inch per decade since 1895. (see Figure 2).

Figure 2. Crow Wing County annual precipitation, 1895–2024



SOURCE:(MN DNR, 2025B)

Key Message #1 in the Water Chapter of the NCA5 states that climate change will continue to cause profound changes in the water cycle.

Snow cover will decrease and melt earlier and heavier rainfall is leading to increasing flooding (Payton et al., 2023). Additional increases in heavy and extreme precipitation are expected to remain the state's leading climate change symptoms. Heavy rains are now more common in Minnesota and more intense than at any time on record. Long-term observation sites have seen dramatic increases in one-inch rains, three-inch rains, and the size of the heaviest rainfall of the year. Since 2000, Minnesota has seen a significant uptick in devastating, large-area extreme rainstorms as well. Rains that historically would have been in the 98th percentile annually (the largest 2%) have become more common (MN DNR, 2024).

This precipitation increase is found in all seasons, but spring and summer are becoming wetter at faster rates than fall and winter. Whereas temperature increases have been greatest in the northern parts of the state, precipitation increases have been well distributed geographically, and have somewhat favored southern Minnesota, which has better access to moisture from the Gulf of Mexico and is more frequently near the "low-level jet" airflow (a relatively fast-moving zone of winds in the lower atmosphere) that influences precipitation production.

4.1.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified existing program gaps and deficiencies that make its residents more vulnerable to flooding. The following gaps and deficiencies should be addressed with new mitigation efforts to reduce that vulnerability:

Road Infrastructure: Flood mitigation for county and township roads (e.g., culvert replacements, road repair) is an ongoing need. The county and many of our townships have limited funding for road infrastructure. Crow Wing County continues to assist with road infrastructure mitigation projects to reduce the impacts of localized flooding.

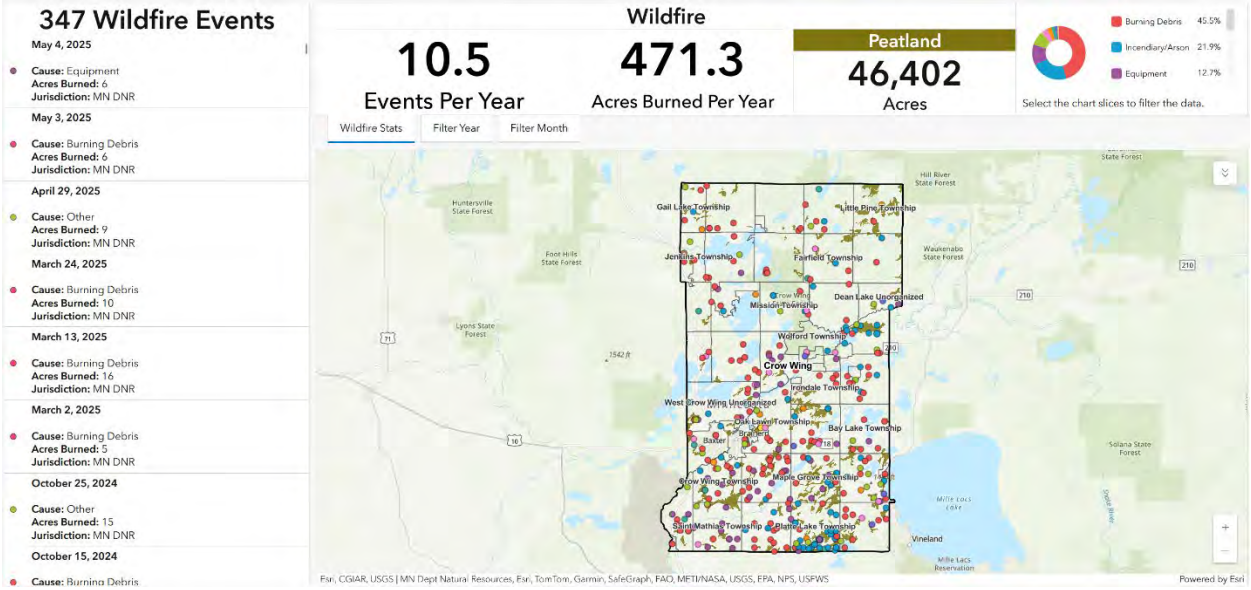
Funding: The county needs funding assistance to improve roads and culverts that experience repetitive flooding. Significant State and Federal funding is needed to construct infrastructure projects to prevent, reduce, and mitigate the impacts of high rain events and flooding.

4.2 Wildfire

Wildfire is an uncontrolled fire spreading through vegetative fuels, posing danger and destruction to property. Each year between January 1992 and July 2025, Minnesota experienced an average of 427 wildfires that burned at least five acres (MN DNR, 2025c). Wildfires occur throughout spring, summer, and fall; however, most wildfires in Minnesota take place in March, April, and May. The history of wildfire in Crow Wing County is shown in Figure 3; an interactive map is available on the Crow Wing County HMP website. The number of wildfires by type, acres, and cause includes aggregated data for Crow Wing County.

View interactive maps and see information about wildfire history, risk, and vulnerability

Figure 3. History of wildfire in Crow Wing County



4.2.1 Probability of Occurrence

To determine the probability of future wildfires, Minnesota DNR and National Interagency Fire Center records of previous wildfire events in Crow Wing County were summed and divided by the dataset's period of record, resulting in an annual relative frequency of wildfires for that period. From January 1992 to April 11, 2025, the relative frequency of wildfire events in the county is 10.5 per year (MN DNR, 2025c; National Interagency Fire Center, 2025). This relative frequency can be used to infer the probability of these events occurring in the future.

4.2.2 Vulnerability

Wildfires jeopardize the built environment, health, and wellbeing of individuals living near its fuel source. Some residents are more vulnerable to air quality conditions of wildfire, including children, older adults, and those with respiratory issues (AirNow, 2021).

Structures located in areas near undeveloped wildland are vulnerable to wildfires. The SILVIS Lab at University of Wisconsin–Madison created a dataset documenting the changes of the wildland–urban interface (WUI) in the United States from 1990 to 2020. Radeloff et al. (2018) define WUI as the area where structures and other human development meet or intermingle with wildland vegetation. With the increase of development in metropolitan fringes and rural areas, the WUI is growing. The expansion of the WUI in recent decades has significant implications for wildfire management and impact as it creates an environment in which fire can readily move between structural and vegetation fuels. Its expansion has increased the likelihood that wildfires will threaten structures and people (Radeloff et al., 2018).

There are two main types of WUI: intermix and interface. Intermix WUI are areas where housing and wildland vegetation intermingle; interface WUI are areas where housing are adjacent to wildland

vegetation (Radeloff et al., 2018). Table 9 shows the change of total WUI (intermix and interface) in the county from 2000 to 2020, and the percentage of the county's land, housing, and population in the WUI area.

Communities with higher proportions of WUI areas are more vulnerable to wildfires. The percentage of WUI within individual jurisdictions in Crow Wing County is shown in Table 10.

Table 9. Wildland-Urban Interface (WUI), Crow Wing County, 2000–2020

	Total WUI 2000	Total WUI 2010	Total WUI 2020	% Change (2000–2020)
Land Area	24.4%	29.1%	29.5%	+21.2%
Housing	89.9%	91.4%	91.5%	+1.8%

SOURCE: (RADELOFF, MOCKRIN, ET AL., 2023)

Table 10. Percentage of land area classified as WUI per jurisdiction in Crow Wing County

Township/City	Percent WUI
Garrison	95.3
Jenkins	88.0
Fort Ripley	82.0
Breezy Point	76.8
Cuyuna	72.6
Brainerd	68.3
Baxter	61.1
Deerwood	60.6
Manhattan Beach	55.8
Nisswa	52.2
Lake Edward	51.3
Crow Wing	51.0
Pequot Lakes	49.3
Crosslake	48.0
Crosby	45.4
Ideal	43.5
Oak Lawn	40.9
Riverton	40.9
Emily	39.8
Center	38.5
Bay Lake	37.2
Fifty Lakes	35.7
Deerwood Township	33.3
Fort Ripley Township	30.2
Jenkins Township	30.2
Pelican	29.8
Irondale	29.4
Garrison Township	26.9
Ross Lake	25.6

Township/City	Percent WUI
Trommald	23.6
Mission	22.5
Roosevelt	22.3
Nokay Lake	15.7
Ironton	15.3
Wolford	13.4
Long Lake	12.3
Maple Grove	12.3
Gail Lake	11.9
Little Pine	10.0
Rabbit Lake	9.8
Timothy	9.6
Platte Lake	6.9
Perry Lake	5.7
Fairfield	5.1
Daggett Brook	1.3
Saint Mathias	0.6

SOURCE: (RADELOFF, HELMERS, ET AL., 2023)

Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.2.3 Wildfire and Climate Change

The changing climate poses a complex web of issues for wildfire in Minnesota. Climate change likely is affecting the frequency and intensity of Canadian wildfires, similar to its effect on wildfires in the western U.S. and Alaska (Wehner, 2017). Small particulate pollution from smoke plumes has numerous health impacts as described above, and if severe enough can result in spikes of demand for emergency services. Based even on intermediate (RCP4.5) future climate projections, many Midwest counties will experience increased exposure to wildfire smoke (Mills et al., 2018).

According to the NCA5, Key Message #3 in the Midwest Chapter, Climate Adaptation will require innovative collaborations between public health and other sectors such as emergency management (Wilson et al., 2023).

Changes in Minnesota's climate also may be influencing the frequency, severity, and areal coverage of wildfires. For example, warmer winters with inconsistent snow cover, the arrival of wet conditions prior to the growing season, plus early and more frequent thaws, all combine to prolong the exposure of susceptible vegetation to dry conditions, potentially extending the peak wildfire season.

Minnesota's changing climate also may affect fire-damaged areas. For instance, heavy rains in burned areas can lead to erosion and mudslides. Documented and projected increases in the frequency and intensity of heavy and extreme rainfall suggest that Minnesota is becoming and will become more prone to post-fire landscape hazards. Climate change also is having an impact on the pests that

damage the health and composition of Minnesota forests, although the ultimate consequences for wildfire are complex and uncertain. Shorter winters are allowing two reproductive cycles of the Eastern Larch Beetle, which has now killed off at least 143,000 acres of mature tamarack forest in Minnesota since 2001 and affected about 535,000 acres to some degree during that period. The decline in severity and frequency of extreme cold may allow more rapid establishment of Emerald Ash Borer to latitudes further north than without climate change. Minnesota forests are home to an estimated 1 billion ash trees. Many of these trees are in nearly pure stands of black ash growing in wet areas. So while the deaths of these lowland species will increase fuel loading, their decreased transpiration will increase water on the ground. The ultimate contribution to wildfire will depend on the interplay between increased precipitation, warming temperatures, extreme heat, and periods of drought as our climate continues to change.

Temperatures are predicted to rise in the state, which could lead to more extreme heat events and associated wildfire risks. As Minnesota's climate changes, weather fluctuations between drought and extreme rain events and increasing temperatures will result in changes to forest composition and/or distribution. These fluctuations can lead to dry conditions that may cause increased fire risk in both grassland and forest environments.

The varied impacts of climate change are complicated by how these changes also interact with and reinforce one another. Drought and heat may both contribute to wildfires, which may in turn lead to changes in plant and animal populations and other ecological shifts. Increasing events of extreme heat and drought can increase the number of wildfires (Blumenfeld, K. Minnesota State Climatology Office, personal communication, January 9, 2019).

4.2.4 Program Gaps and Deficiencies

Crow Wing County Management identified existing program gaps and deficiencies that make its residents more vulnerable to wildfire. These gaps should be addressed with new mitigation efforts to reduce vulnerability, outlined as follows:

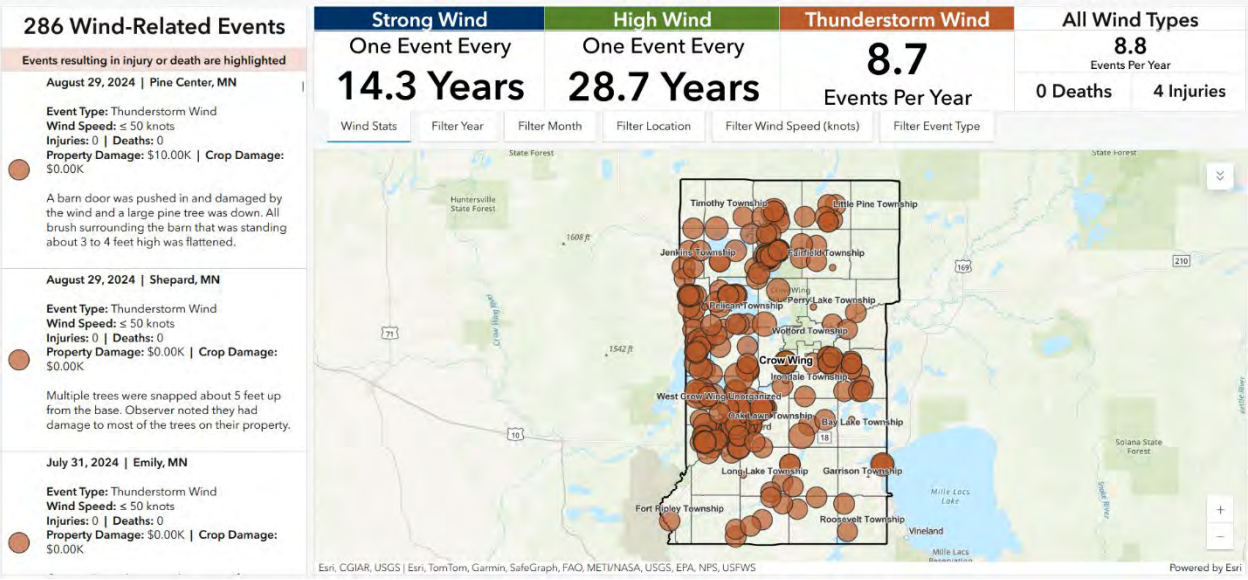
Public Awareness: Raising public awareness of the risk of wildfire is an ongoing area of need, especially with the seasonal population of visitors to Crow Wing County during summer, when periods of drought can cause higher risk for recreational wildfires.

4.3 Windstorms

A windstorm is a wind strong enough to cause damage to trees and buildings and typically exceeding 34 mph (Pielke, 2012). Windstorm events encompass a variety of types of damaging wind. The history of windstorms in Crow Wing County is shown in Figure 4; an interactive version of this map can be found on the Crow Wing County HMP website.

View interactive maps and see information about windstorm history, risk, and vulnerability

Figure 4. History of windstorms in Crow Wing County



4.3.1 Probability of Occurrence

To determine the probability of future wind-related events in Crow Wing County, records of previous wind-related events (strong wind, high wind, and thunderstorm wind) in Crow Wing County were examined since 1996, the period of record all wind events have in common. The relative frequency of all wind-related events from January 1996 to May 2025 is 8.8 per year. These relative frequencies can be used to infer the probability of these events occurring in the future.

4.3.2 Vulnerability

The likelihood of a windstorm event does not vary geographically within the county, but the vulnerability of its residents is not constant. Vulnerability to injury from all kinds of windstorms decreases with adequate warnings, warning time, and sheltering in a reinforced structure. Therefore, residents living in rural areas, living alone or with limited mobility, or living in a manufactured home may be more vulnerable. Also at a higher risk to windstorms are those who work outdoors or do not have permanent housing.

Structural vulnerability depends in part upon the construction of a building and its infrastructure. Residents of mobile homes are more vulnerable to fatality or injury from windstorms because mobile homes are not able to withstand high winds as well as other structural dwellings, with 50 mph (43.4 knots) being the lower limit of wind speeds capable of damaging mobile homes (AMS, 2004). Steps to mitigate these vulnerabilities have been taken by the state, requiring all mobile home parks to provide an evacuation plan, and parks with at least 10 homes licensed after March 1, 1988 to provide a storm shelter (MDH, 2020). However, mobile home parks often do not provide the required storm shelters (Sepic, 2017). Building codes have also changed to improve the strength of new mobile home construction but there are still many older mobile homes in use that do not meet these new standards.

Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.3.3 Windstorms and Climate Change

Lack of high-quality long-term data sets makes assessment of changes in wind speeds very difficult (Kunkel et al., 2013). In general, one analysis found no evidence of significant changes in wind speed distribution. Other trends in severe storms, including the number of hurricanes and the intensity and frequency of tornadoes, hail, and damaging thunderstorm winds, are uncertain. Since the impact of more frequent or intense storms can be larger than the impact of average temperature, climate scientists are actively researching the connections between climate change and severe storms (USGCRP, 2018a).

According to the NCA5 Key Message #5 in the Climate Trends chapter, extreme events are becoming more frequent.

4.3.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified program gaps and deficiencies that make its residents more vulnerable to summer storms, including windstorms, that should be addressed with new mitigation efforts to reduce vulnerability. These include:

Above-Ground Power Lines: Most power lines throughout Crow Wing County are above ground, exposing them to potential damage from high wind events. The county and local jurisdictions continue to work with electric utility providers to convert overhead power lines to underground or to implement other measures to reduce risk of power failure.

Public Education: Ongoing public education is needed during tornado season to inform the public on what a tornado watch/warning is and what to do when outdoor warning sirens are activated. Crow Wing County and local jurisdictions also need to continue to encourage residents to be aware of and ready for severe storm events that can lead to long-term power outages.

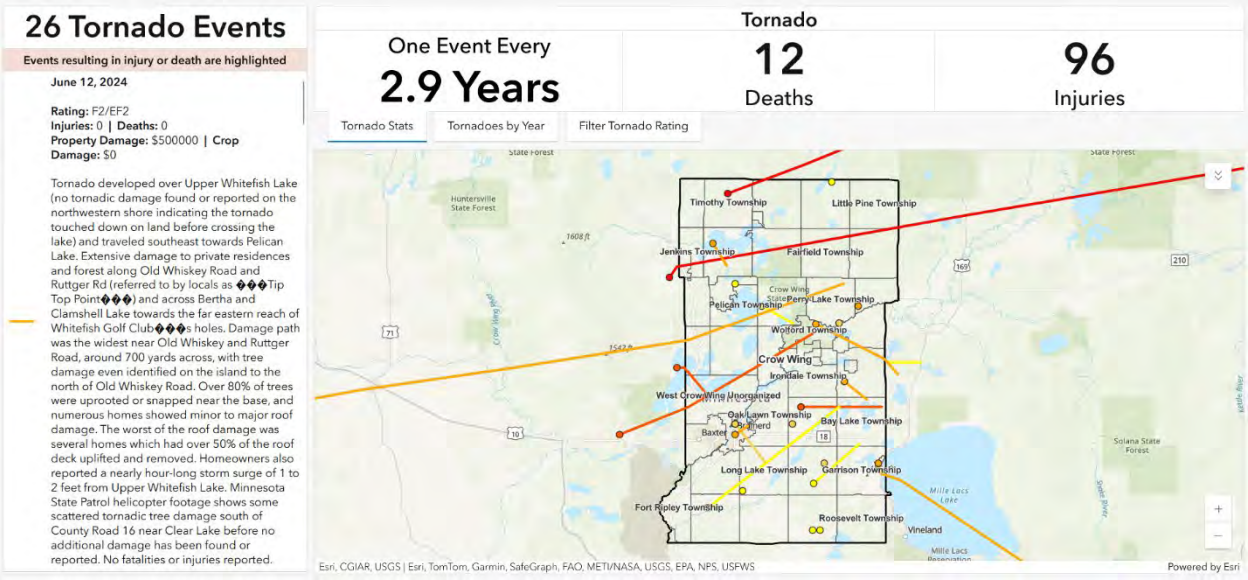
Storm Shelters and Tornado Safe Rooms: There are areas throughout Crow Wing County without viable storm shelters or tornado safe rooms where there are populations vulnerable to high wind and storm events, such as mobile home parks and campgrounds. A coordinated approach is needed to identify where storm shelters or tornado safe rooms are needed and to evaluate whether new construction or a retrofit of facilities is possible. Finding funding for the implementation of such construction projects is also a barrier.

4.4 Tornadoes

With wind speeds reaching up to 300 mph, tornadoes are one of nature's most violent storms (Hogeback, 2020). The history of tornadoes in Crow Wing County is shown in Figure 5; an interactive version of this map can be found on the Crow Wing County HMP website.

View interactive maps and see information about tornado history, risk, and vulnerability

Figure 5. History of tornadoes in Crow Wing County



4.4.1 Probability of Occurrence

Estimating the probability of future tornadoes in Crow Wing County was done using two methods. The first method summed the total number of tornadoes that either touched down in or traveled through the county. This sum was divided by the number of years tornado data was recorded, resulting in the annual relative frequency of tornado occurrences in the county. Based on records in the NCEI Storm Events Database through May 2025, there has been one tornado every 2.9 years in Crow Wing County. These 26 tornadic events occurred in 17 of the 75 years on record.

Because tornadoes often cross county lines and tornadic frequency may be better understood using events from a larger area, a second method was used to describe the frequency of tornadic events within a 50-mile radius of any location within the county. A grid of 900 square-meter cells was used to cover Minnesota and 50 miles beyond its border. From the center of each cell, the number of tornadoes that intersected a 50-mile radius was counted. Each cell was assigned a total tornado line count, which was then divided by the tornado dataset's period of record, resulting in the annual relative frequency of tornadoes occurring within 50 miles of the respective cell.

For any location in Crow Wing County, there was an annual frequency of 1–3 tornadoes within a 50-mile radius. The historical frequency was slightly higher in the southwest than in the northeast of the county. These relative frequencies can be used to infer the probability of these events occurring in the future.

4.4.2 Vulnerability

The likelihood of a tornado does not vary significantly across geography within Crow Wing County; however, certain populations may be more vulnerable and less resilient to the impacts of a tornado.

In general, tornado casualties decrease when people receive adequate warnings with sufficient time to seek shelter in a reinforced structure. Because communication is critical before a tornadic event, certain residents may be more negatively impacted by a tornado, including those living in rural areas, individuals with limited mobility, people who do not live near an outdoor warning siren, or those who do not use social media. Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

View at-risk populations in Crow Wing County

People living in mobile homes are particularly vulnerable to tornadoes because they cannot withstand the strong winds produced by a tornado. An analysis by the Associated Press of NOAA storm data found that since 1996, 53% of tornado fatalities in the United States were people who remained within or attempted to flee from mobile homes (Borestein et al., 2023). While Minnesota law requires most mobile home parks to have storm shelters, many do not (Raiche, 2022).

4.4.3 Tornadoes and Climate Change

Minnesota's climate is undergoing distinct changes, but as reported by the MN DNR State Climatology Office, these changes are only weakly connected to increases in tornadoes or severe convective storms. Minnesota, like all parts of the U.S., has seen increases in the weakest class of tornadoes (rated F-0 or EF-0), but these increases are known to be linked to improved spotting, detection, and verification procedures within the National Weather Service.

When examining tornadoes that cause significant structural damage and are rated EF-2 or above, Minnesota has seen no recent trends towards increasing frequencies—whether measured as raw counts, or as days with one or more of these tornadoes (MN DNR, 2019).

The tornado trends in Minnesota match those found nationally. NCA5 states that while the average annual number of tornadoes appears to have remained relatively constant, there is evidence that tornado outbreaks have become more frequent, tornado seasons are extending into later in the fall, and that tornado strength has increased (Marvel et al., 2023). An October 10, 2021 tornado in the Boundary Waters Canoe Area Wilderness became the latest on record so far north in the state. Then, on December 15, 2021, an outbreak of destructive thunderstorm winds and over 20 tornadoes struck the southeastern parts of the state, producing the latest tornadoes on record by 29 days (Blumenfeld, K. Minnesota State Climatology Office, personal communication, December 21, 2023).

According to the NCA5 Key Message #5 in the Climate Trends chapter, extreme events are becoming more frequent.

However, climate scientists are unclear about whether the recent statistical behavior of these severe convective storm events has any relationship with the changing climate. This uncertainty results from the fact that tornadoes and their parent thunderstorms operate on smaller scales and more localized processes than the global climate. There has been some indication that, on a national basis, tornadoes are being clustered into fewer days, suggesting a greater tendency towards outbreaks. Scientific

modelling studies indicate that the meteorological conditions supportive of severe thunderstorms should increase in the future, but it is unclear whether the specific conditions required for the formation of tornadoes, and particularly significant tornadoes, will increase (Kossin, 2017). Until more studies are completed, the Minnesota State Climatology Office recommends assuming that tornadoes will remain an important and dangerous part of Minnesota's climate, even if they do not increase in frequency or severity in response to changing climatic conditions.

4.4.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified program gaps and deficiencies that make its residents more vulnerable to summer storms, including tornadoes, that should be addressed with new mitigation efforts to reduce vulnerability. These include:

Above-Ground Power Lines: Most power lines throughout Crow Wing County are above ground, exposing them to potential damage from high wind events. The county and local jurisdictions continue to work with electric utility providers to convert overhead power lines to underground or to implement other measures to reduce risk of power failure.

Public Education: Ongoing public education is needed during tornado season to inform the public on what a tornado watch/warning is and what to do when outdoor warning sirens are activated. Crow Wing County and local jurisdictions also need to continue to encourage residents to be aware of and ready for severe storm events that can lead to long-term power outages.

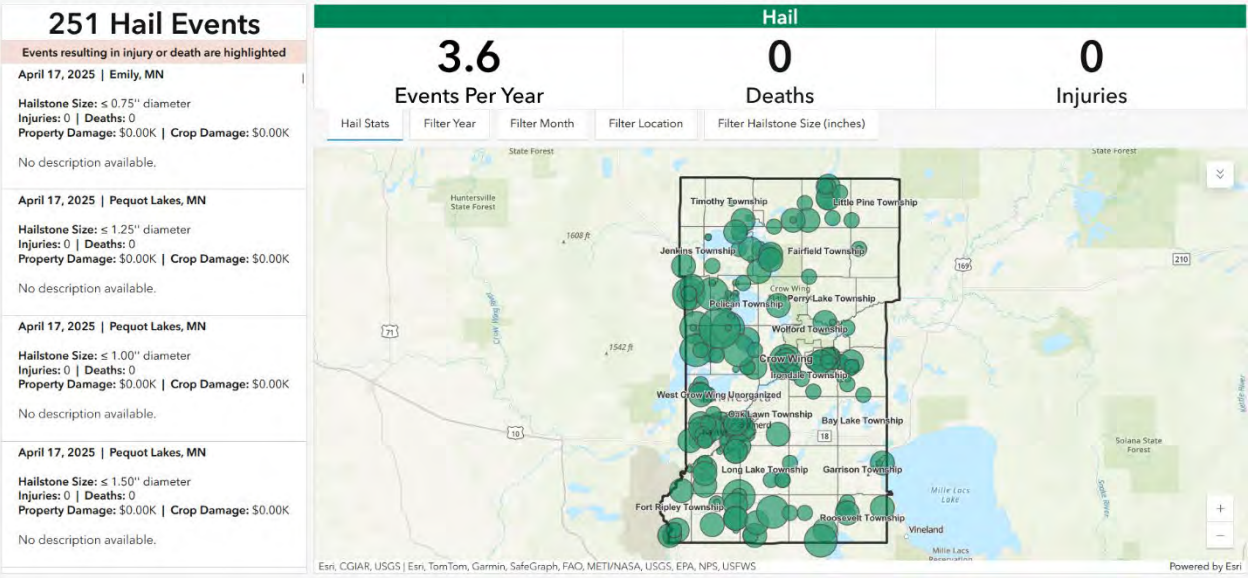
Storm Shelters and Tornado Safe Rooms: There are areas throughout Crow Wing County without viable storm shelters or tornado safe rooms where there are populations vulnerable to high wind and storm events, such as mobile home parks and campgrounds. A coordinated approach is needed to identify where storm shelters or tornado safe rooms are needed and to evaluate whether new construction or a retrofit of facilities is possible. Finding funding for the implementation of such construction projects is also a barrier.

4.5 Hail

Hailstorms occur throughout the year though are most frequent between May and August (NWS, 2020). Although hailstorms rarely cause injury or loss of life, they do cost Minnesota nearly $16 million in property and crop damage each year (CEMHS, 2023). In 2017, 44% of properties in Minnesota were affected by damaging hail events (Samanta & Wu, 2017). The history of hail in Crow Wing County is shown in Figure 6; an interactive version of this map can be found on the Crow Wing County HMP website.

View interactive maps and see information about hail history, risk, and vulnerability

Figure 6. History of hail in Crow Wing County



4.5.1 Probability of Occurrence

To determine the probability of future hailstorms in Crow Wing County, records of previous hail events in the county were examined for the period of record. From January 1955 through May 2025, the relative frequency of hail events was 3.6 per year. This relative frequency can be used to infer the probability of hail events occurring in the future. Please note that public reports of hail are often secondary to those of thunderstorm winds or tornadoes because if either damaging winds or tornadoes occur, the damaging wind and/or tornado are more important to the reporter and may result in underreporting of hail events.

4.5.2 Vulnerability

Crow Wing County's agricultural lands and structures are vulnerable to hail damage and its residents to injury and possibly death. Data from the Spatial Hazard Events and Losses Database for the United States (SHELDUS) was examined to identify the county's monetary losses due to hail damage to crops, property, injury, and death. From 1960 through 2022 Crow Wing County reported $1,135,096 in hail damages, ranking 80th among Minnesota counties in total hail damages. Crow Wing County's losses are primarily due to property damages reported at $1.38 million, followed by $1.33 million in crop damages. Crop indemnity payments due to hail totaled over $8.6 million for the period of record spanning 1989–2022 (CEMHS, 2023).

Within Crow Wing County, the vulnerability of jurisdictions to hailstorms does not vary geographically. As with all summer storms, those who work outdoors or do not have permanent housing are at greater risk during hailstorms.

Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.5.3 Hail and Climate Change

Trends in severe storms, including the numbers of hail and damaging thunderstorm winds are uncertain. Since the impact of more frequent or intense storms can be larger than the impact of average temperature, climate scientists are actively researching the connections between climate change and severe storms (Marvel et al., 2023). The NCA reports that in Minnesota's neighboring Great Plains region, hail size, frequency of large hail, and length of hail season are projected to increase through the rest of this century (Knapp et al., 2023). The occurrence of very heavy precipitation has increased in Minnesota in recent decades, and future projections also indicate this will continue (Blumenfeld, K. Minnesota State Climatology Office, personal communication, December 21, 2023).

According to the NCA5 Key Message #5 in the Climate Trends chapter, extreme events are becoming more frequent.

4.5.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified program gaps and deficiencies that make its residents more vulnerable to summer storms, including hailstorms, that should be addressed with new mitigation efforts to reduce vulnerability. These include:

Above-Ground Power Lines: Most power lines throughout Crow Wing County are above ground, exposing them to potential damage from high wind events. The county and local jurisdictions continue to work with electric utility providers to convert overhead power lines to underground or to implement other measures to reduce risk of power failure.

Public Education: Ongoing public education is needed during tornado season to inform the public on what a tornado watch/warning is and what to do when outdoor warning sirens are activated. Crow Wing County and local jurisdictions also need to continue to encourage residents to be aware of and ready for severe storm events that can lead to long-term power outages.

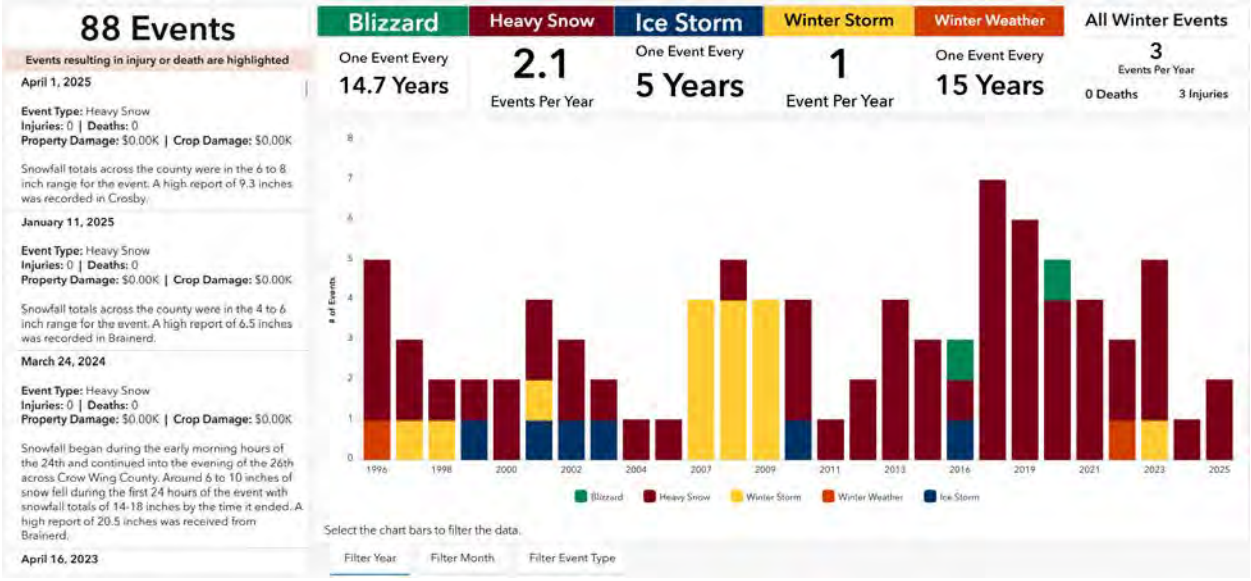
Storm Shelters and Tornado Safe Rooms: There are areas throughout Crow Wing County without viable storm shelters or tornado safe rooms where there are populations vulnerable to high wind and storm events, such as mobile home parks and campgrounds. A coordinated approach is needed to identify where storm shelters or tornado safe rooms are needed and to evaluate whether new construction or a retrofit of facilities is possible. Finding funding for the implementation of such construction projects is also a barrier.

4.6 Winter Storms

Winter storms encompass a number of winter weather events, which the National Weather Service (NWS) organizes into the following categories: blizzard, heavy snow, ice storm, winter storm, and winter weather. Winter weather events are common in Minnesota and can be costly. According to the Spatial Hazard Events and Losses Database (SHELDUS), winter weather events in Minnesota have cost more than $1.02 billion in damages since 1960 (CEMHS, 2023). The history of winter storms in Crow Wing County is shown in Figure 7; an interactive version of this map can be found on the Crow Wing County HMP website.

View interactive maps and see information about winter storm history, risk, and vulnerability

Figure 7. History of winter storms in Crow Wing County



4.6.1 Probability of Occurrence

To determine the probability of future winter-related storm events in Crow Wing County, records of previous events (blizzards, heavy snows, ice storms, winter storms, and winter weather) were summed and divided by the dataset's period of record, resulting in the annual relative frequency of winter-related storms. Based on records in the NCEI Storm Events Database through May 2025, the relative frequency of winter-related storm events in Crow Wing County is three per year. This relative frequency can infer the probability of these events occurring in the future.

4.6.2 Vulnerability

Transportation systems, electrical distribution systems, and structures are vulnerable to winter storms throughout the county. These events do not vary geographically within the county; all jurisdictions are equally vulnerable. While it is highly likely these events will continue occurring annually, the amount of snow and ice and number of winter-related storm events to occur each year are unpredictable. People residing in climates such as these must always be prepared for situations that put their lives or property at risk. It is important that extra consideration be given to the vulnerable populations discussed in Section 3.2. Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.6.3 Winter Storms and Climate Change

Historically, winter storms have had a large impact on public safety in Minnesota. If the frequency of snowstorms and annual total snowfalls increase, as anticipated effects of Climate Change, the effects on public safety will also increase. Pressures on energy use, reduced reliability of services, potential outages, and potential rise in household energy costs are major climate change risks to public health that can occur from winter weather.

Table 7 in Section 3.3 discusses confidence that climate change will impact common Minnesota weather/climate hazards beyond 2025, there is some weak evidence that warming winters may make heavy snowfall events less frequent as winter warms.

4.6.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified several program gaps and deficiencies that make its residents more vulnerable to severe winter storms. The following gaps and deficiencies should be addressed with new mitigation efforts to reduce that vulnerability:

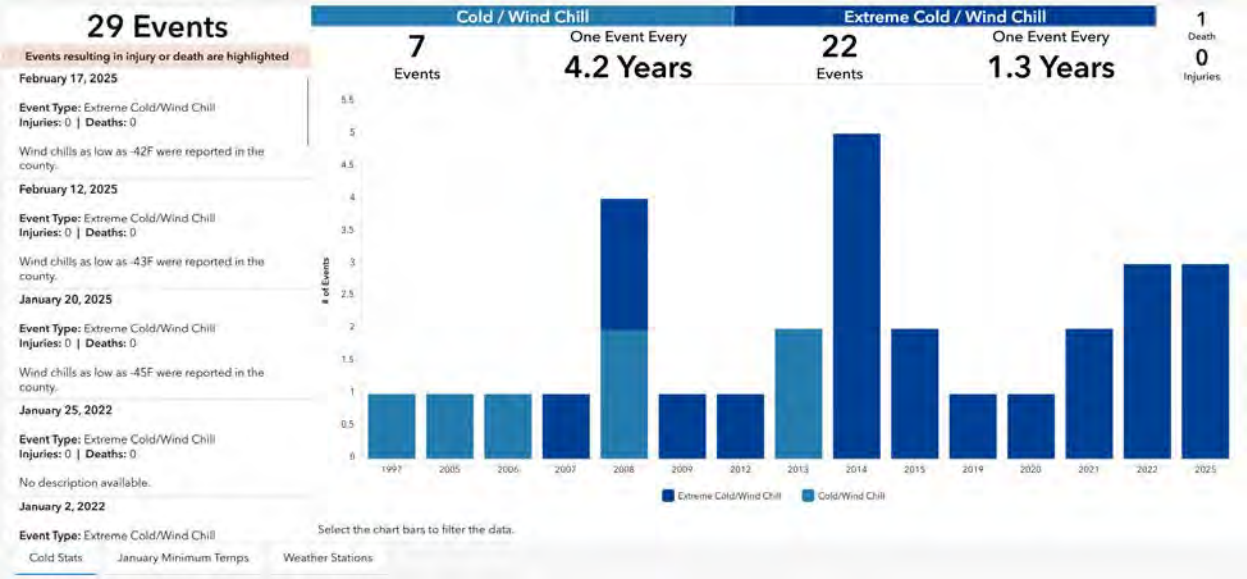
Above-Ground Power Lines: Most power lines throughout Crow Wing County are above ground, exposing them to impacts/damage from winter high wind and ice events, potentially leading to localized or extensive power outages.

Public Education: Ongoing public education is needed to encourage residents to be ready for long-term power outages or to be snowed in during dangerous winter events such as ice storms and blizzards.

4.6 Extreme Cold

Due to Minnesota's position in the middle of the continent and subsequent climate, the state may experience extremely frigid temperatures in winter. Winter in Crow Wing County can be especially dangerous when low temperatures and wind create arctic-like wind chills. The history of extreme cold in Crow Wing County is shown in Figure 8; an interactive version of this dashboard can be found on the Crow Wing County HMP website.

Figure 8. History of extreme cold in Crow Wing County



[View interactive maps and see information about extreme cold history, risk, and vulnerability]

4.6.1 Probability of Occurrence

To determine the probability of future cold-related events in Crow Wing County, records of previous cold/wind chill and extreme cold/wind chill events were summed and divided by the dataset's period of record, resulting in the annual relative frequency. Based on records in the NCEI Storm Events Database through May 2025, the relative frequency of extreme cold/wind chill events in Crow Wing County is one every 1.3 years. (NCEI, 2025). This relative frequency can be used to infer the probability of these events occurring in the future.

4.6.2 Vulnerability

The risk of extreme cold does not vary geographically within the county. Citizens living in climates such as these must always be prepared for situations that put their lives or property at risk. The youngest and more elderly residents, homeless persons, individuals with chronic medical conditions, and those who are working or recreating outdoors are most at risk for frostbite and hypothermia (MDH, 2021).

View at-risk populations in Crow Wing County

It is not always the depth of the cold that poses a threat but rather unpreparedness for the cold, such as an individual with a vehicle breakdown who lacks a personal winter safety kit in the vehicle. The cost of propane can make rural residents more vulnerable to issues with extreme cold. A propane shortage and resulting crisis, such as that which occurred in 2014, may increase the cost of heating homes and farms to a prohibitive amount (Eaton, 2014). The Minnesota Department of Commerce presents options and suggestions for homeowners who use propane on their website.

The CDC publication "Extreme Cold: A Prevention Guide to Promote Your Personal Health and Safety" outlines preparation measures that individuals can take to reduce their vulnerability to extreme cold. Highlights in this document include advice about travel preparations, securing your home water supply, and safety during recreation (CDC, 2021).

Section 3.4 provides jurisdictional responses to localized vulnerabilities to extreme cold.

4.6.3 Extreme Cold and Climate Change

Although climate research indicates that Minnesota's average winter lows are rising rapidly, and our coldest days of winter are now warmer than we have ever recorded, cold temperatures have always been a part of Minnesota's climate, and extreme cold events will continue.

As the climate changes, an increase in extreme precipitation or storm events could lead to a higher risk of residents being exposed to cold temperatures during power outages or other storm-related hazards. Extreme and changing temperatures are already challenging aging infrastructure and are expected to impair surface transportation and the electrical grid.

Key Message #4 in NCA5 in the Midwest Chapter states that green infrastructure and public and private investments may mitigate losses, provide relief from heat, and offer other ways to adapt the built environment to a changing climate.

4.6.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified several program gaps and deficiencies that make its residents more vulnerable to extreme cold. The following gaps and deficiencies should be addressed with new mitigation efforts to reduce that vulnerability:

Generators for Backup Power to Critical Facilities & Shelters: Not all healthcare facilities utilized for the care of residents & visitors, including designated severe weather/emergency shelters (schools, churches, etc.) have backup power to run heating systems in the event of a power outage.

Public Education: Ongoing public education is needed to encourage residents to be prepared for extreme weather, including power outages during periods of extreme cold. Crow Wing County Emergency Management continues to do public education through the local schools, senior and health care centers, and local government for severe weather awareness.

4.7 Extreme Heat

Extreme heat describes weather that is much hotter and/or humid than typical for a place and time of year. In the United States, extreme heat is the deadliest weather-related hazard and causes more deaths than flooding, tornadoes, and hurricanes combined. While heat waves are infrequent in a northern state like Minnesota, they can have severe consequences for residents who are not acclimatized to their effects (Runkle et al., 2022).

While Crow Wing County has ranked extreme heat as a low-priority hazard, it is included in this plan due to its significant health impacts. The Minnesota Climate Action Framework states a goal for every county in Minnesota to profile the risk of extreme heat in its jurisdiction, regardless of its prioritization of this hazard. Minnesota Homeland Security and Emergency Management and the Minnesota Department of Health support this inclusion as a form of outreach. Counties do not need to have mitigation action addressing extreme heat unless the hazard is also a moderate or high priority for the county.

The National Weather Service (NWS) issues extreme heat watches, heat advisories, and extreme heat warnings based on the heat index, which is a combination of air temperature and relative humidity that determines how hot it feels. The heat index threshold differs based on locality, since people in colder climates are less prepared for heat events than people who live in warmer climates (NWS, 2025b).

More recently, the NWS has developed the HeatRisk tool to issue a forecast of heat-related impacts to occur over a 24-hour period. It is intended to provide risk guidance to decision-makers and heat-sensitive populations. Historical data from the HeatRisk tool, available back to 2015, provide a more comprehensive look at extreme heat events beyond those reported as Extreme Heat Events in the Storm Events Database. The HeatRisk tool takes into consideration:

- How unusual the heat is for the time of year
- The duration of the heat, including both daytime and nighttime temperatures
- If those temperatures pose an elevated risk of heat-related impacts based on data from the Centers for Disease Control and Prevention (NWS, 2025a).

Impacts of extreme heat are far-reaching and can be severe. Some impacts include infrastructure failures, such as roads buckling and power outages; strain on essential services, such as increased demand for emergency medical services and law enforcement (Guo, 2017; Williams et al., 2020); and disruptions to important social and economic networks, such as school and event cancellations, which reduce access to education, physical activity, and community support.

View interactive maps and see information about extreme heat history, risk, and vulnerability

Crow Wing County's agricultural lands and structures are vulnerable to heat damage. Residents can suffer from increased heat-related illnesses, exacerbation of pre-existing chronic conditions, and even death (Moss, 2017). In the United States, heat is estimated to result in $100 billion in economic losses annually, primarily due to lost productivity, and it accounts for $1 billion in direct healthcare costs each year (American Public Health Association, 2025). In 2022, extreme heat led to 682 emergency department visits, 63 hospitalizations, and two deaths in Minnesota (MDH, 2025).

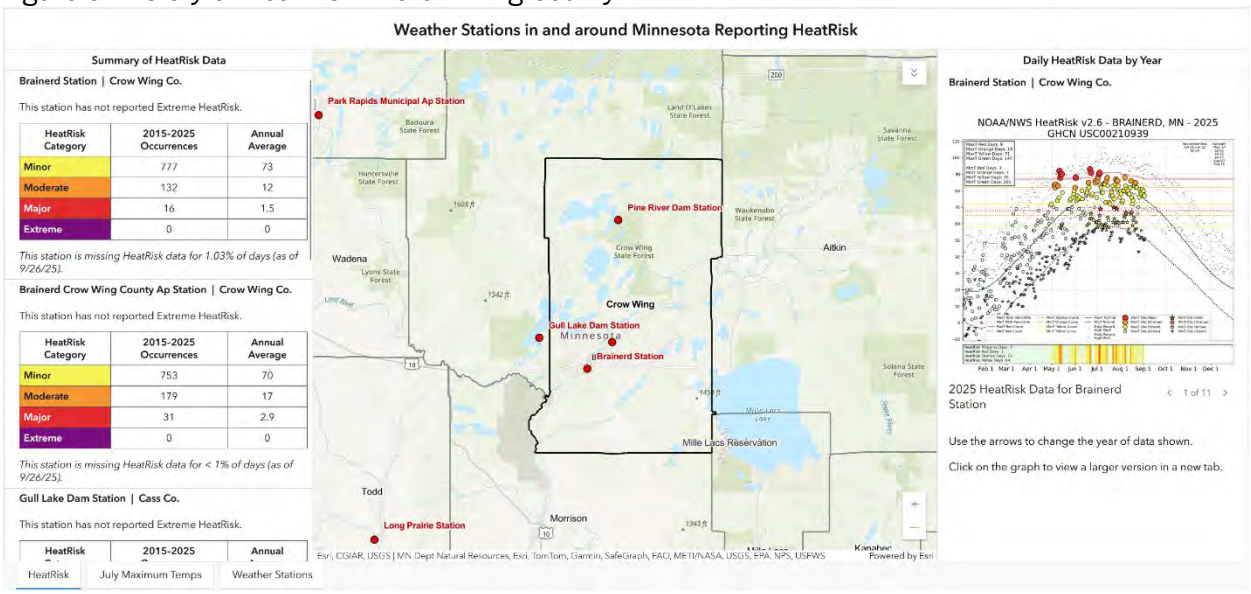
Extreme heat exacerbates poor air quality conditions because the stagnant air during a heat wave increases ozone and particulate pollution (Center for Science Education, 2025). Air pollution is particularly harmful for people over the age of 65, children under the age of five, outdoor workers, and people with respiratory or cardiovascular conditions. The Minnesota Extreme Heat Toolkit further details the health effects of poor air quality.

Data from the Spatial Hazard Events and Losses Database (SHELDUS) for the United States was examined to identify the county's monetary losses due to heat damage to crops. Ranking 80th among Minnesota counties in crop indemnity payments, heat-related losses for Crow Wing County totaled over $82,348 for the period of record spanning 1989 to 2022 (CEMHS, 2023).

The history of extreme heat in Crow Wing County is shown in Figure 9; an interactive version of this chart can be found on the Crow Wing County HMP website. This dashboard summarizes the occurrences of days when each HeatRisk category threshold was met for each year from 2015–2024. For the purposes of hazard mitigation planning, we have considered days in the Major (Red) Category (a level of heat affects anyone without effective cooling and/or adequate hydration. Impacts are likely in some health systems, heat-sensitive industries, and infrastructure) and the Extreme (Magenta) Category (level of rare and/or long-duration extreme heat with little to no overnight relief affects anyone without effective cooling and/or adequate hydration. Impacts are likely in most health systems, heat-sensitive industries, and infrastructure) as extreme heat-related events.

While Crow Wing County has ranked extreme heat as a low-priority hazard, it is included in this plan on the Minnesota Department of Health recommendation that every county consider this hazard in their HMP due to its significant health impacts.

Figure 9. History of HeatRisk in Crow Wing County



4.7.1 Probability of Occurrence

To determine the probability of future heat-related events in Crow Wing County, the average number of days exceeding the major or extreme HeatRisk categories is used to reflect heat events in the county. The Brainerd Station experiences major HeatRisk days an average of 1.5 days per year, and the Brainerd Crow Wing County Station experiences major events an average of 2.9 days per year based on the 11 years of record.. This relative frequency can infer the probability of these events occurring in the future.

Based on records in the Midwestern Regional Climate Center (MRCC) that date back to 1991, the average daily maximum temperature for July in Crow Wing County has historically been in the 78–79.9 °F range (MRCC, 2021), which is below the 90 °F for 2–3 days criteria for "extreme" heat events (FEMA, 2024b). However, Brainerd Station has reported daily maximum temperatures above 90 °F a total of 193 times, an average of six days per year. This historical average can be used to infer future events, although climate change projections show an increase in the number of days that exceed 90 °F by mid-century (see Section 4.7.3).

4.7.2 Vulnerability

The Minnesota Department of Health updated the Minnesota Extreme Heat Toolkit in 2025 to help local governments prepare for extreme heat events. In their toolkit, they note extreme heat events are often dubbed "silent killers" because deaths and illnesses from these events are often misunderstood and underreported. In fact, extreme heat kills more people in the United States than all extreme weather events combined (Adams-Fuller, 2023). Minnesota does not have a mandated reporting system to report deaths and illnesses linked to extreme heat (MDH, 2025), but is important to not underestimate the danger of extreme heat events within the state.

High temperatures can be exacerbated by the urban heat island effect in developed areas, an effect that amplifies temperatures in areas with a higher concentration of impervious and paved surfaces.

These types of surfaces absorb more heat and hold it for longer than vegetation cover (EPA, 2019). Impervious surfaces are not spread evenly throughout the county, and attention should be given to cities or areas within the county where this type of surface cover is most dense. The city with the highest concentration of impervious surfaces is Brainerd at 30.91% (MDH & University of Minnesota, 2019). The distribution of heat-trapping surfaces and their proximity to tree canopy are more important than their total area.

The distribution of impervious surfaces can be viewed in the Extreme Heat Risk & Vulnerability dashboard in the Exposure tab. The metro counties have an additional layer that demonstrates tree canopy, an effective mitigation of extreme heat: urban tree canopy of at least 40% can result in as much as 7–9 °F cooler temperatures (Ziter et al., 2019). The Metropolitan Council Growing Shade Tool provides data and resources to inform tree planting and canopy preservation for the Twin Cities region to realize benefits, such as cooler temperatures, improved air quality, cleaner stormwater, improved mental health, and enhanced biodiversity.

Rural areas have higher rates of heat-related emergency department visits compared with urban areas (MDH, 2024), and Americans living in rural areas are twice as likely as those in urban areas to have pre-existing health conditions that make them more vulnerable to extreme heat (Pohl, 2025). Rural agricultural regions can have higher rates of humidity due to moisture-producing crops like corn (Minnesota Supercomputing Institute, 2016), which produces evapotranspiration, or "corn sweat," that can add as much as 5–10 °F to the dew point temperature (Steil, 2016).

Key Message #3 in the Midwest Chapter of the NCA5 lists strategies, such as expanded use of green infrastructure and heat-health early warning systems, have the potential to improve both individual and community health (Wilson et al., 2023).

Everyone is susceptible to extreme heat, but certain individuals are at a higher risk of developing heat-related illnesses. According to the Centers for Disease Control and Prevention (CDC), population groups more vulnerable to extreme heat include:

- Older adults (≥65 years old). The elderly cannot easily adjust to sudden changes in temperature and are more likely to have a chronic medical condition or take medication affecting their body's ability to control its temperature.
- Infants and children. Young children and infants have limited control of their surroundings and rely on others to keep them cool and hydrated.
- Individuals with chronic health conditions. These individuals are less likely to respond to changes in temperature, may be taking a medication that exacerbates the effects of extreme heat, or have a condition that is a risk factor for heat-related illness (e.g., heart disease, mental illness, poor blood circulation, and obesity).
- People with low income. These individuals may not be able to afford to properly cool their home and may face transportation challenges when trying to access cooling shelters.
- Athletes and people working outdoors. Both groups are likely to exert energy while being exposed to the heat (CDC, 2020).

Table 11 shows characteristics that MDH has determined make individuals more at risk to adverse health effects from extreme heat, including how that vulnerability ranks among Minnesota counties.

The indicator's percentile rank within Minnesota determines the vulnerability level of Crow Wing County for that indicator (e.g., the 81st –100th percentile is associated with the highest vulnerability compared to other Minnesota counties). For more information on what makes individuals and communities more vulnerable, see the Minnesota Extreme Heat Toolkit.

Table 11. Populations vulnerable to extreme heat in Crow Wing County

Vulnerability Indicator	Percentage of Population	Percentile Rank within Minnesota	Vulnerability Level
Adults with COPD	6.5%	33rd	Low
Adults with a self-care disability	3.3%	26th	Low
Adults with coronary heart disease	7.9%	50th	Moderate
Adults with diabetes	11.7%	49th	Moderate
Families at less than 200% of poverty level	20.2%	58th	Moderate
Households where a person age 65 or over lives alone	14.3%	53rd	Moderate
Households with no computing device	4.7%	14th	Lowest
Households with no vehicle available	4.8%	40th	Low
Households with rent over 50% of income	4.0%	57th	Moderate
Medicare beneficiaries who are electricity-dependent	4.3%	48th	Moderate
Medicare–Medicaid-enrolled beneficiaries	3.1%	49th	Moderate
People age 5 or over with limited English	0.7%	14th	Lowest
People age 65 or over	23.8%	79th	High
People over age 16 who work outdoors	6.3%	21st	Low
People under age 5	5.0%	10th	Lowest
People who are experiencing homelessness	0.1%	69th	High
People who are uninsured	5.7%	73rd	High
People who do not identify as "White alone, not Hispanic or Latino"	6.4%	9th	Lowest

Facilities where vulnerable populations may be concentrated, such as prisons, group homes, and childcare centers, are considered to be at higher risk during heat events.

View interactive information about at-risk populations in Crow Wing County

Warming temperatures will continue to increase the risk of extreme heat, especially among these already vulnerable populations. Section 3.4 provides jurisdictional responses to localized vulnerabilities to extreme heat.

4.7.3 Extreme Heat and Climate Change

Minnesota's annual average temperature has increased more than 3 °F since record-keeping began in 1895, and nine of Minnesota's hottest 16 years on record have occurred since the year 2000 (MCAP, 2024). In Crow Wing County, the average temperature from July to September has increased 0.23 degrees Fahrenheit per decade since 1895 (MN DNR, 2025b)

Nights are warming at a much higher rate than days in Minnesota. In Crow Wing County, nighttime minimum temperatures from July to September have increased at a rate of 0.26 degrees Fahrenheit per decade (MN DNR, 2025b).

While 94% of Minnesota households have some form of air conditioning (including central air, room units, dehumidifiers, and ceiling fans), only 68% have the central air conditioning that can provide reliable whole-house cooling (U.S. Energy Information Administration, 2023). Furthermore, homes with air conditioning equipment may not use it; for example, low-income homes might not turn on their units due to the associated costs, and homes in areas with higher crime rates may be reluctant to use window units for security reasons (EPA, 2006).

The average number of days per year with temperatures over 90 °F under a high carbon emissions (SSP 585), mid-century (2040–2059) scenario is illustrated in the Climate Dashboard on the Plan website.

Climate models project that temperature and precipitation increases will continue in Minnesota through the 21st century, with hotter summers and increased drought severity during dry periods as well. Already, the maximum annual heat index values have been rising across the state, because increased humidity during heat waves (Blumenfeld, K. Minnesota State Climatology Office, personal communication, December 21, 2023).

Table 12 compares historical temperature averages to projections under a high emissions (SSP 585) scenario, demonstrating how many more days will reach above 90 °F and nights where the minimum does not go below 75.2 °F. The data in the table is taken from Minnesota CliMAT, an interactive online tool that provides highly localized climate projections for Minnesota and visualize how even specific towns will likely be impacted in the coming decades (Liess, S. et al., 2023). While models differ on how many degrees of warming will be caused by climate change, all models agree that temperatures will continue to rise.

Table 12. Historical vs projected number of days reaching temperature thresholds in Crow Wing County

	Historical (1995–2014)	Projected (2040–2059)	Change
Days Above 90	8.39	24.29	+15.89
Nighttime Minimum > 75.2	0.25	2.15	+1.91

Greenhouse gas concentrations will continue rising through the century, and the air's ability to trap heat from the Earth's surface will increase accordingly. Warming of the atmosphere will evaporate even more water into the air, further limiting the amount of cooling Minnesota will be able to achieve at night and during the winter. As warmer winters and warmer baseline conditions transition into summer, it will be much easier to attain extreme heat (MN DNR, 2025a).

4.7.4 Program Gaps and Deficiencies

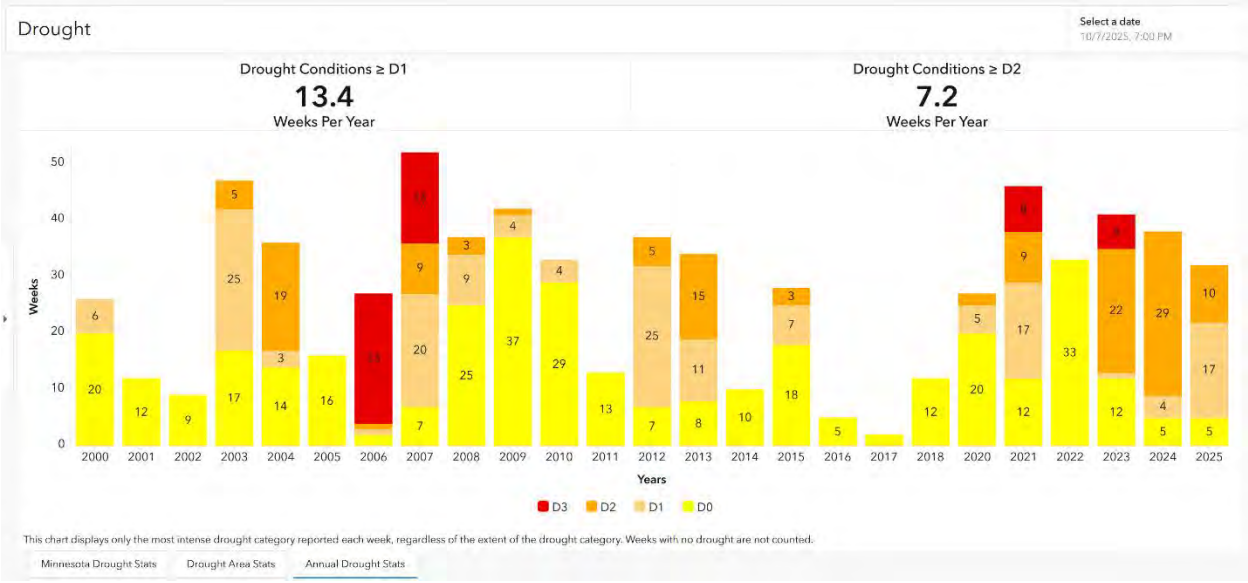
Extreme Heat was considered a low priority by the planning team for the 2025 HMP. Gaps and deficiencies were not addressed.

4.8 Drought

There are numerous approaches to assessing drought conditions. The current gold standard for accurate drought conditions in the United States is the United States Drought Monitor (USDM). Annual drought statistics since 2000 can be seen in Figure 10; an interactive version of this dashboard can be found on the Crow Wing County HMP website.

See interactive information about drought, including history and the USDM Dashboard, on the Crow Wing County HMP website

Figure 10. Annual drought statistics in Crow Wing County since 2000



4.8.1 Probability of Occurrence

To determine the probability of future droughts in Crow Wing County, records of previous droughts were summed and divided by the dataset's period of record, resulting in the annual relative frequency of droughts. The USDM database was examined from January 2000–October 10, 2025 for any occurrence of drought ≥ D1 in Crow Wing County, regardless of the duration of the drought. According to the weekly reported data, the relative frequency of the county experiencing drought conditions ≥ D1 is 13.4 weeks per year, and the relative frequency of drought conditions ≥ D2 is 7.2 weeks per year (NDMC, 2025b). The relative frequency of past droughts can be used to infer the probability of similar droughts occurring in the future.

4.8.2 Vulnerability

One way to identify county assets vulnerable to drought is by examining the impacts of previous droughts. Overseen by the National Drought Mitigation Center (NDMC), the Drought Impact Reporter (DIR) is a comprehensive database that gathers drought-related reports from a variety of sources and identifies the sector(s) impacted by each drought. The NDMC (NDMC, 2025b) defines a drought impact as "[a]n observable loss or change that occurred at a specific place and time because of drought." A

drought meeting this definition is categorized based on the sector(s) the drought impacts; therefore, a single drought affecting multiple sectors will be counted once for each respective sector it impacted.

DIR records show 28 reported drought incidents in Crow Wing County from 2000 to 2024, impacting eight sectors, with greatest impacts to the and relief, response & restrictions sector (NDMC, 2025a). Since droughts are regional in nature, jurisdictions within Crow Wing County do not vary in their vulnerability to drought; however, the impact from droughts are not equal.

Drought conditions may impact soil moisture reserves, groundwater supplies, lake levels, and stream flows. Water-dependent industries that experience the greatest impacts include: agriculture, public utilities, forestry, and tourism (MN DNR, 2021). In addition, droughts may negatively affect an individual's health by contributing to poor air quality caused by wildfire smoke and particulate matter, or a dusty environment. The 2021 drought resulted in elevated fire danger in roughly the northern two-thirds of the state, and record high particulate readings across Minnesota due to the Canadian wildfires (Huttner, 2021). Populations vulnerable to these conditions include children, older adults, and those with respiratory issues.

According to the DIR, Crow Wing County's agriculture sector has been impacted by drought once. With 3.1% of Crow Wing County's land devoted to cultivated crops, the county's agriculture community is also vulnerable to the economic impact a drought may have on crops. From 1989–2022, Crow Wing County received over $6.5 million (2021 ADJ) in crop indemnity payments due to drought, placing it as the 74th-highest-paid county in Minnesota (CEMHS, 2023).

Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.8.3 Drought and Climate Change

Droughts have been happening throughout Minnesota's history. While the degree at which climate change will impact future droughts is not certain, an increase in efforts and resources are being devoted to project these impacts. In 2023, the NCA5 was completed by the U.S. Global Change Research Program. It provided a comprehensive scientific review of how climate change is impacting the U.S. as well as providing climate change projections.

According to the report, a warming climate is contributing to oscillations between extreme droughts and floods, threatening the agriculture and livestock in the Midwest which produces more than 30% of the world's corn and soybeans (Wilson et al., 2023). Climate change is attributed to an estimated $31.9 billion (2022 USD adjusted) of US crop indemnity payments over the last 30 years, with the largest portion of payments going to farmers affected by drought (Wilson et al., 2023). In Minnesota, drought alone represents 25% of the total crop indemnity payments made in the state (CEMHS, 2023).

Climate projections indicate an increase in annual precipitation of 0.2%–0.5% in the western Midwest and the increase in cumulative runoff is expected to continue through the midcentury (Wilson et al., 2023).

Key Message #5 in the Midwest Chapter of the NCA5 states that managing extremes is necessary to minimize impacts on water quality and quantity. The extreme variability between wet and dry periods is expected to negatively impact the water quality and quantity of the Mississippi River System and adversely affect dependent ecosystems and commerce (Wilson et al., 2023).

4.8.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management did not identify any program gaps or deficiencies that make its citizens more vulnerable to drought.

4.9 Dam Failure

The MN DNR Dam Safety Program has the mission of protecting the life and safety of people by ensuring that dams are safe. Minnesota's Dam Safety Program sets minimum standards for dams and regulates the design, construction, operation, repair, and removal of both privately and publicly (non-federal) owned dams (MN DNR, 2020). The federal government is responsible for regulating and maintaining dam safety of federally owned dams. No single agency regulates all federally owned dams. 42% of federal dams are owned and managed by the U.S. Army Corp of Engineers (USACE) and the Bureau of Reclamation. The remaining federal dams are owned and managed by other federal agencies, including the Fish and Wildlife Service, Forest Service, the Department of Defense, and the Bureau of Indian Affairs, among others (Normand, 2019). The Federal Energy Regulatory Commission (FERC) Dam Safety Program is the largest dam safety program in the U.S. The Commission works with federal and state agencies to ensure and promote dam safety of over 3,000 dams across the U.S. The Commission inspects projects on an unscheduled basis to investigate potential dam safety problems; complaints about constructing and operating a project; safety concerns related to natural disasters; and issues concerning compliance with the term and conditions of a license (FERC, 2020).

Dam Inventory: The National Dam Inventory reports that there are 15 dams in Crow Wing County. Dams are mapped on the MN State 2024 HMP website. Crow Wing County has three dams classified as High Hazard Dams, zero dams classified as Significant Hazard Dams, nine dams classified as Low Hazard Dams, and three dams classified as having Undetermined hazard potential. The Minnesota Dam Safety Program office was consulted to identify dam incidents and concerns.

4.9.1 Probability of Occurrence

Extreme precipitation is only one factor contributing to dam failure, and the possibility of failure is dam-specific, relating to both environmental and structural conditions. There are no recorded dam incidents in Crow Wing County. Total dam failures are extremely unlikely if the dam is maintained in compliance with Minnesota's Dam Safety Program. The likelihood of failure in Crow Wing County is low.

4.9.2 Vulnerability

Although dam regulatory authorities differ between various federal and state agencies, all authorities attempt to classify dams according to the potential impacts from a dam failure or mis-operation. In

response to the numerous classification systems, FEMA's Interagency Committee on Dam Safety created a downstream hazard potential classification system that is adaptable to any agency's current system. Table 13 provides an overview of the main criteria agencies consider when determining a dam's downstream hazard potential. This classification system does not imply that the dam is unsafe, but rather categorizes dams based on the probable loss of human life and the impacts on economic, environmental, and lifeline interests (FEMA, 2004).

Table 13. Downstream hazard potential classification criteria

Hazard Potential Classification	Loss of Human Life	Economic, Environmental, Lifeline Losses
Class III (Low)	None expected	Low and generally limited to owner
Class II (Significant)	None expected	Yes
Class I (High)	Probable - one or more expected.	Yes (but not necessary for this classification)

SOURCE: (USACE, 2008)

Dams for which a hazard potential has not been designated, or is not provided, are classified as "Undetermined."

An Emergency Action Plan (EAP) is a document that identifies potential emergency conditions at a dam and specifies preplanned actions to be followed during a dam failure to minimize property damage or loss of life. An EAP is required for Class I dams and strongly recommended for Class II dams (MN DNR, 2020).

The U.S. Army Corps of Engineers (USACE) – St. Paul District owns two dams that are classified as having high hazard potential in Crow Wing County (Table 14). These dams are Pine River Dam and Pine River Dam – Dikes 13 and 14. Brainerd Public Utilities owns the Brainerd dam, the third high hazard dam in the county. According to the National Inventory of Dams, the Pine River Dam and dikes are inspected every five years. Standard operating procedures are developed for the operation of the infrastructure during flooding events (USACE, 2024).

Table 14. High Hazard Dams in Crow Wing County

Name	Nearest City	River or Stream Name	Height (Ft)	Year	Max Storage (Acre-Ft)	Drainage Area (Sq Miles)	Max Discharge (Cubic Ft/Sec)
Brainerd	Brainerd	Mississippi River	20	1950	13,000	7,320	14,000
Pine River Dam	Crosslake	Pine River	23	1886	187,700	562	16,300
Pine River Dam - Dikes 13 & 14	Crosslake	Pine River	23	1886	187,700	562	16,300

The Pine River Dam, located on the eastern edge of Cross Lake in the city of Crosslake, was constructed by USACE in 1886 as one of several Mississippi River headwaters dams that supplemented river flows for navigation purposes. The original timber dam was replaced with a concrete structure in June 1906. Since the revision of water control plans in 1945, the Pine River Dam has served primarily to optimize recreational and environmental benefits. Dikes 13 and 14, located on the western edge of Cross Lake, are associated structures of the Pine River Dam.

Pine River Dam and its associated structures are inspected every five years; the most recent inspection was in May 2023. Pine River Dam has an EAP, but the National Dam Inventory does not provide the date of its last revision and states that the EAP does not meet FEMA guidelines. The EAP for Dikes 13 and 14, which was last revised in September 1990, does meet FEMA guidelines.

The following figures show areas of potential inundation in the event of a breach of the Pine River Dam. Five breach scenarios are mapped:

- Maximum High (MH) – the pool level near the top of dam resulting from water flowing into the reservoir from heavy rainfall, snowmelt, or other significant high-water events (Figure 11).
- Intermediate High (IH) – the pool level filling the storage capacity of the dam resulting from water flowing into the reservoir from heavy rainfall, snowmelt, or a combination of the two events. The spillway releases excess water (Figure 12).
- Top of Active Storage (TAS) – the pool level filling the storage capacity of the dam (Figure 13).
- High Pool (HP) – a yearly average high pool level not filling the storage capacity of the dam (Figure 14).
- Normal Pool (NP) – the pool level the dam maintains throughout the year when not in a flood operation. Minimal outflow releases (Figure 15).

Brainerd, the third High Hazard dam in Crow Wing County, is a gravity and timber crib hydroelectric dam that is located on the Mississippi River within the municipal boundary of the city of Brainerd. The dam is owned by Brainerd Public Utilities and regulated by the Federal Energy Regulatory Commission. Brainerd was assessed to be in Satisfactory condition in September 2022. The dam's EAP was last revised in December 2022.

Figure 11. MH Breach potential inundation map

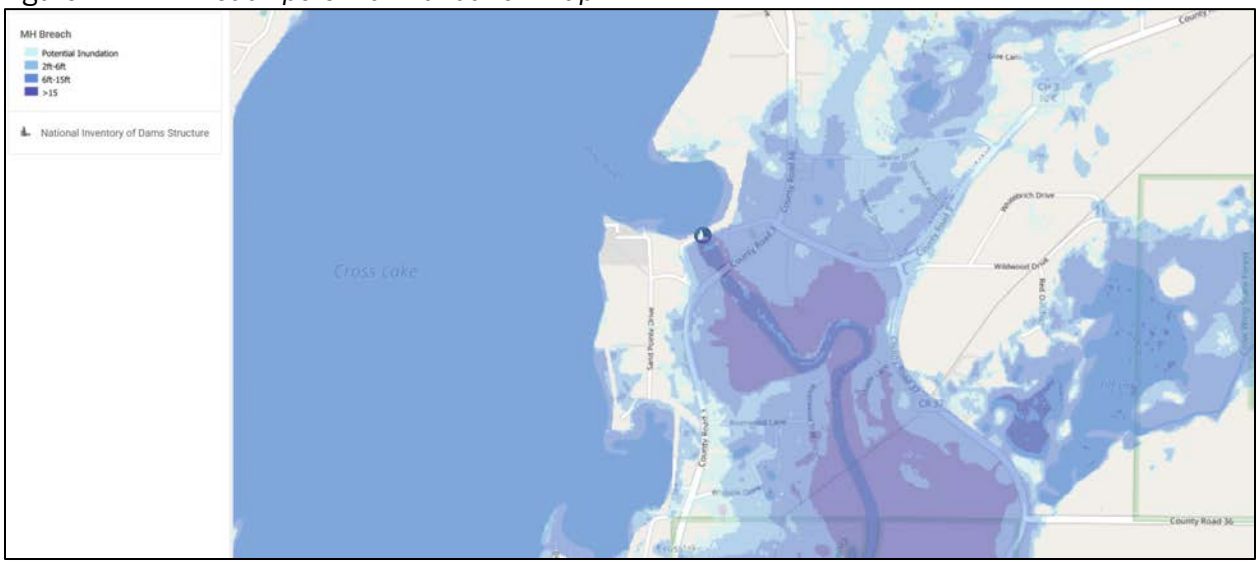


Figure 12. IH Breach potential inundation map

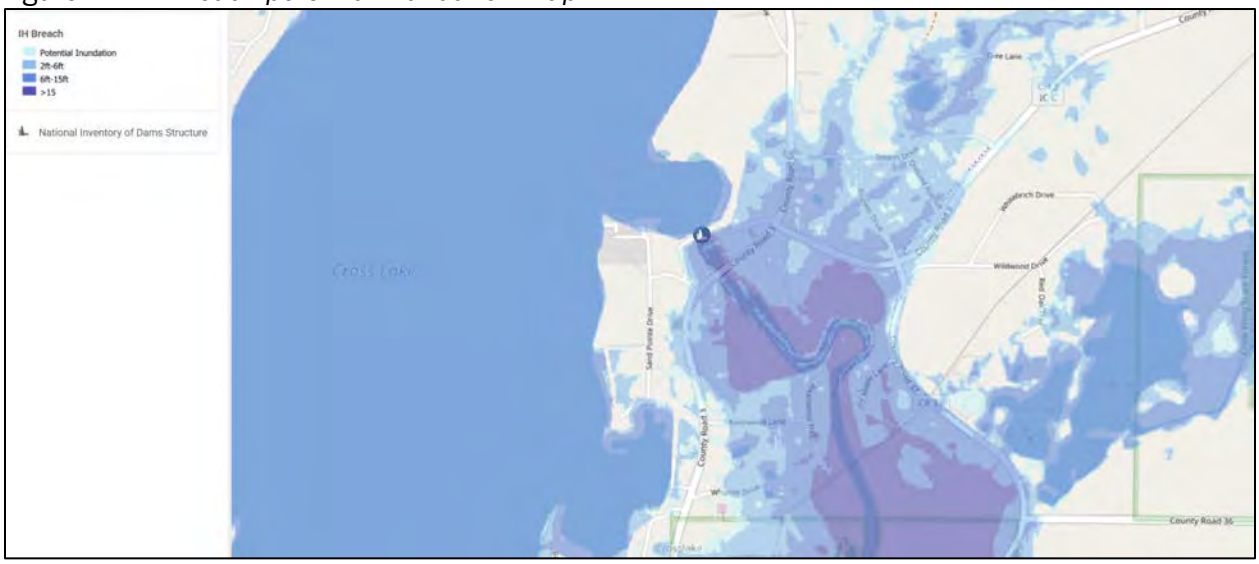


Figure 13. TAS Breach potential inundation map

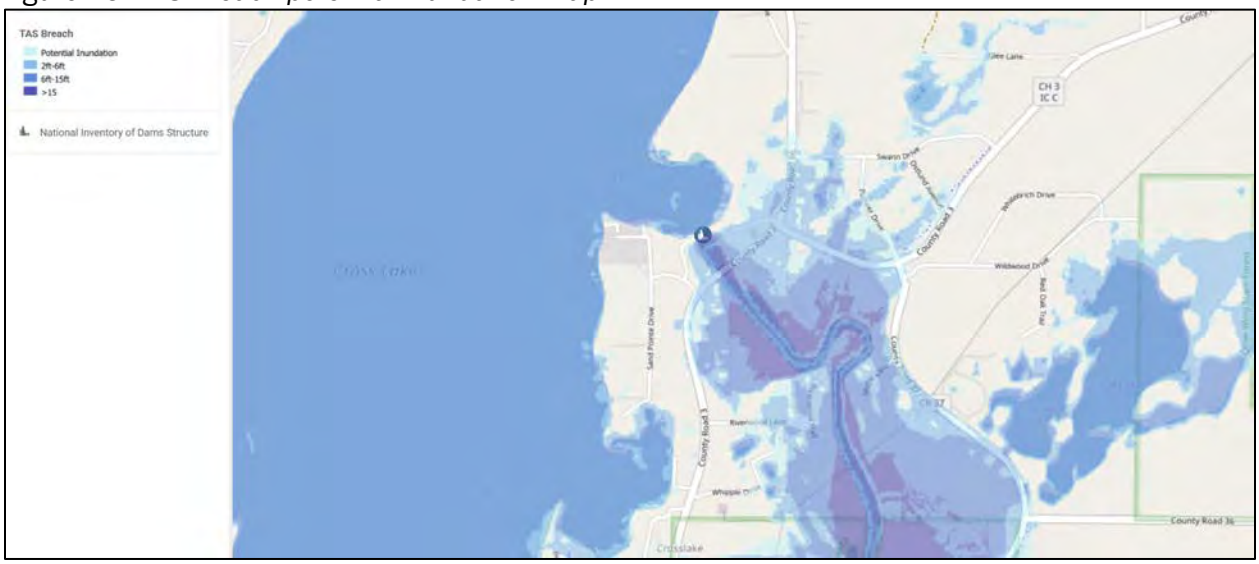


Figure 14. HP Breach potential inundation map

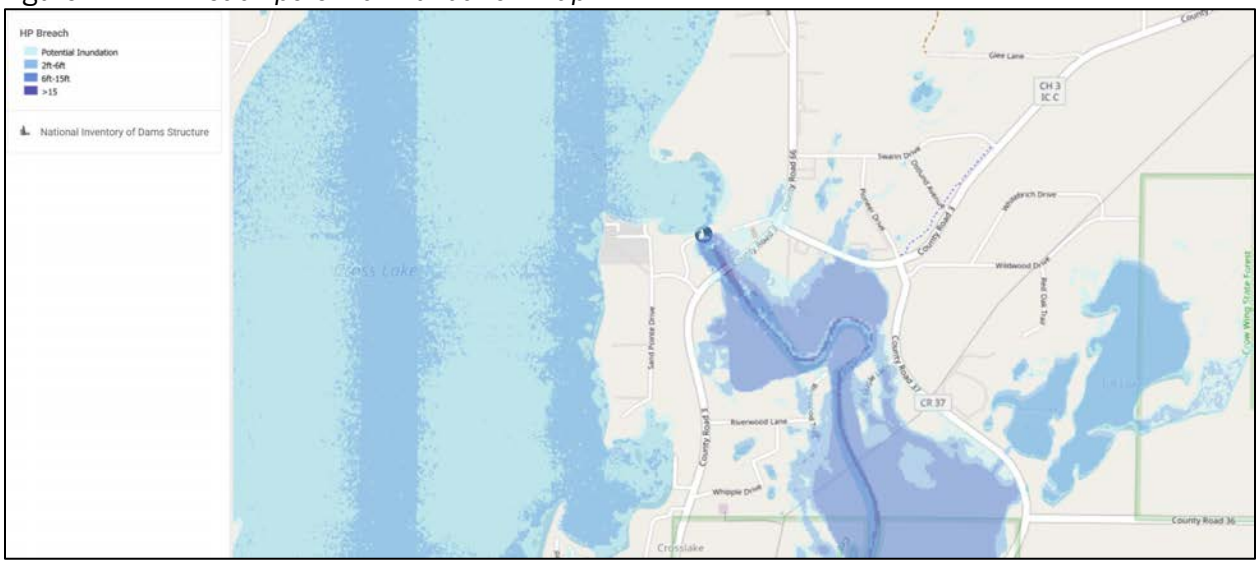
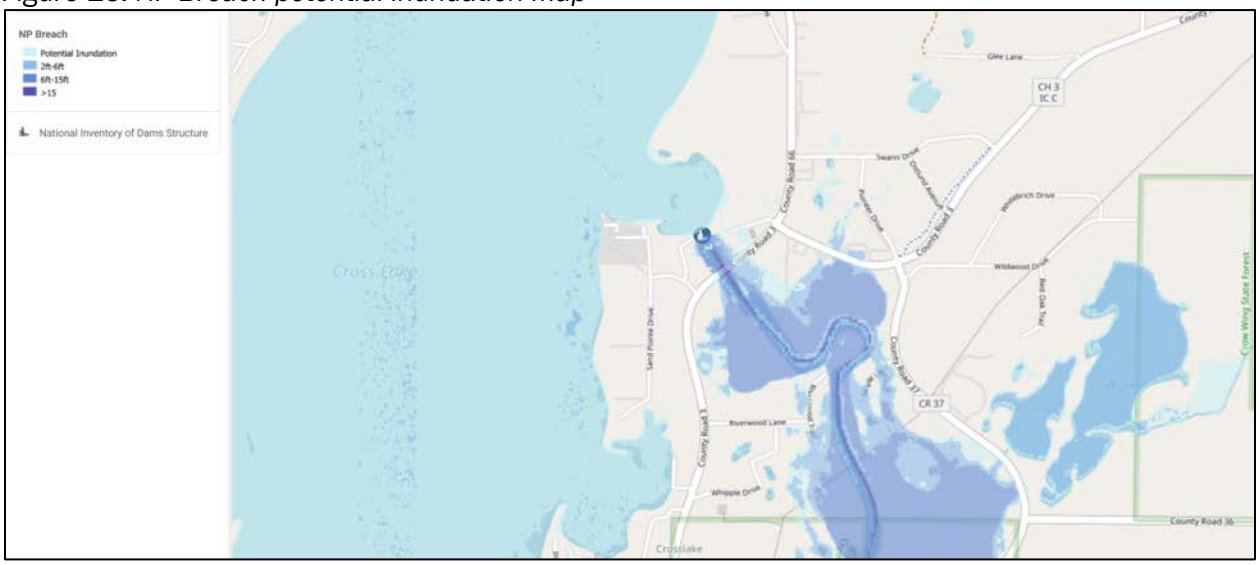


Figure 15. NP Breach potential inundation map



4.9.3 Dam Failure and Climate Change

Dams are designed based on assumptions about a river's annual flow behavior that will determine the volume of water behind the dam and flowing through the dam at any one time. Changes in weather patterns due to climate change may change the hydrograph or expected flow pattern. Spillways are put in place on dams as a safety measure in the event of the reservoir filling too quickly. Spillway overflow events are mechanisms that also result in increased discharges downstream. It is conceivable that bigger rainfalls at earlier times in the year could threaten a dam's designed margin of safety, causing dam operators to release greater volumes of water earlier in a storm cycle in order to maintain the required margins of safety. Such early releases of increased volumes can increase flood potential downstream.

Climate change may increase the probability of design failures. Some spillways may not be large enough to convey the increased flow pattern. An undersized spillway could lead to dam overtopping and failure.

The partial failure of the Rapidan Dam in Blue Earth County in June of 2024 highlighted the growing threat climate change poses to the country's aging infrastructure as extreme weather becomes more common and severe. The Rapidan Dam is a Significant Hazard Dam in "poor" condition. About 20% of Minnesota's Significant and High Hazard Potential Dams are in "fair" or "poor" condition, with a few in "undefined" condition, and about 70% of these dams were built before 1970 (USACE, 2024). These older dams are growing increasingly taxed by extreme weather, especially in the Midwest (Harrison, 2024). Climate change is adding a new level of uncertainty that needs to be considered with respect to assumptions made during the dam construction.

While the Rapidan Dam partial failure did not result in mass inundation, it sent an estimated 11.6 million cubic yards of sediment downstream. The sediment was high in phosphorus and nitrogen because of nearby agricultural runoff. The impacts to the fish habitat and ecology of the stream may not be known for years (MPR News, 2024). The sediment loading behind older dams adds another compounding threat of dam failure to the stream and structures below.

4.9.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management did not identify any program gaps or deficiencies that make its citizens more vulnerable to dam failure.

Section 5 – Mitigation Strategy

The goal of mitigation is to protect lives and reduce the impacts of future hazard events, including property damage, disruption to local and regional economies, the amount of public and private funds spent on recovery, and to build disaster-resistant communities. Mitigation actions and projects should be based on a well-constructed risk assessment as provided in Section 3 of this plan and on the HMP website. Mitigation should be an ongoing process, adapting over time to accommodate a community's needs.

5.1 Community Capability Assessments

The capability assessment identifies current activities and existing planning tools used to mitigate hazards. The capability assessment identifies the policies, regulations, procedures, programs, and projects that contribute to reducing disaster damages. The assessment also evaluates these capabilities to determine whether the activities can be improved to more effectively reduce the impact of future hazard events. The following sections identify existing plans and mitigation capabilities within all of the communities:

- Appendix D: Lists the plans and programs in place in Crow Wing County as related to hazard mitigation.
- Appendix C: As part of the Crow Wing County HMP update, the county and city governments were asked to participate in filling out a "Local Mitigation Survey" (LMS) form to report on their current mitigation capabilities and program gaps. Appendix C provides the LMS reports gathered for Crow Wing County.

Information from the capability assessments was used to support development of local mitigation actions for implementation over the next five years (see column *Comments on Implementation & Integration).*

5.1.1 National Flood Insurance Program (NFIP)

The NFIP is a federal program created by Congress to mitigate future flood losses nationwide through sound, community-enforced building and zoning ordinances and to provide access to affordable, federally backed flood insurance protection for property owners. The NFIP is designed to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods. Participation in the NFIP is based on an agreement between local communities and the federal government that states that if a community will adopt and enforce a floodplain management ordinance to reduce future flood risks to new construction in Special Flood Hazard Areas (SFHAs), the federal government will make flood insurance available within the community as a financial protection against flood losses.

Jurisdictional participation in the National Flood Insurance Program (NFIP) is outlined below.

Crow Wing County
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 428
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Baxter
Status: Participating
Entry Date: 4/15/1974 (Emergency Entry); 05/15/1991 (Regular Entry)
FEMA Map: FEMA Mapped High Risk Areas
Current Effective Map Date: 8/15/2017
Potential Buildings Damaged in Floodplain: 12
Adoption of Current Floodplain Ordinance: 7/18/2017 (Effective 7/21/2017)
Adoption of latest DFIRM Map: 7/18/2017
Floodplain Administrator: Bradley Chapulis, City Administrator (cityhall@baxtermn.gov)

Brainerd
Status: Participating
Entry Date: 2/1/1974 (Emergency Entry); 09/02/1981 (Regular Entry)
FEMA Map: FEMA Mapped High Risk Areas
Current Effective Map Date: 8/15/2017
Potential Buildings Damaged in Floodplain: 3
Adoption of Current Floodplain Ordinance: 7/17/2017 (Effective 7/21/2017)
Adoption of latest DFIRM Map: 7/17/2017
Floodplain Administrator: Chris Pence, Zoning Administrator (chris.pence@crowwing.us)

Breezy Point
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map: NA
Potential Buildings Damaged in Floodplain: 5
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Crosby
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date:

Potential Buildings Damaged in Floodplain: 4
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Crosslake
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 37
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Cuyuna
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: NA
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Deerwood
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 2
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Emily
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 17
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Fifty Lakes
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map: NA
Potential Buildings Damaged in Floodplain: 2
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Fort Ripley
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 5
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Garrison
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: NA
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Ironton
Status: Participating
Entry Date: 2/1/1974 (Emergency Entry); 09/02/1981 (Regular Entry)
FEMA Map: FEMA Mapped High Risk Areas
Current Effective Map Date: 8/15/2017
Potential Buildings Damaged in Floodplain: NA
Adoption of Current Floodplain Ordinance: 7/17/2017 (Effective 7/21/2017)
Adoption of latest DFIRM Map: 7/17/2017
Floodplain Administrator: Chris Pence, Zoning Administrator (chris.pence@crowwing.us)

Jenkins
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA

Potential Buildings Damaged in Floodplain: 2
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Manhattan Beach
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 0
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Nisswa
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 15
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Pequot Lakes
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 19
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Riverton
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: NA
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Trommald
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: NA
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Following a damaging flood event, any impacted jurisdiction would work with the MN DNR to use a form to track cumulative improvements and repetitive losses in the floodplain. The affected jurisdiction would also review the Minnesota Post-Flood Substantial Damage Playbook for Local Officials.

5.1.2 Repetitive Loss Properties

Repetitive loss properties are defined as properties with two or more flood insurance claims of $1,000 or more in any rolling 10-year period. Property owners are asked to consider mitigation activities such as acquisition, relocation, or elevation, among other options. FEMA's Repetitive Loss (RL) properties strategy is to eliminate or reduce the damage to property and the disruption to life caused by repeated flooding of the same properties. Property owners are notified of their status by FEMA.

A Severe Repetitive Loss (SRL) property is defined as a residential property that is covered under an NFIP flood insurance policy and:

a) That has at least four NFIP claim payments (including building and contents) over $5,000 each, and the cumulative amount of such claims payments exceeds $20,000; or
b) For which at least two separate claims payments (building payments only) have been made with the cumulative amount of the building portion of such claims exceeding the market value of the building.
c) For both (a) and (b) above, at least two of the referenced claims must have occurred within any 10-year period and must be greater than 10 days apart.

There are no RL or SRL properties in Crow Wing County. For more on the areas that flood repeatedly in Crow Wing County, see the Crow Wing County Flooding page.

5.1.3 Previous Integration of Hazard Mitigation into Planning Mechanisms

Crow Wing County and its incorporated communities are encouraged to integrate relevant information from this mitigation plan into their other planning mechanisms. This demonstrates local progress in mitigation efforts and strengthens the overall mitigation planning process. As part of this plan update, communities were asked to report whether and how information from the 2017 plan was incorporated into their existing plans, policies, programs, partnerships, or other documents. The following provides an overview of their responses.

Crow Wing County

The Crow Wing County has integrated the Crow Wing County 2017 HMP goals and mitigation actions into different county efforts to address risk reduction for natural hazards addressed in the plan such as flooding, wildfire, and severe winter and summer storms. Efforts have included:

- Development of the Crow Wing County 2024 Community Wildfire Protection Plan
- Continuous reviewing, updating, and exercising facets of the Emergency Operations Plan
- Continued use and promotion of the residential wireless alerts system along with automation of National Weather Service Alerts
- Continued partnership with the National Weather Service in both winter and spring weather awareness week by providing information on storm readiness
- Continued partnership with the National Weather Service to be a StormReady
- Monthly testing of the outdoor warning sirens
- Continued to install new or upgrade siren warning systems where needed in the county
- Shelter locations have been updated, and several shelter training classes have been offered for county employees in partnership with the American Red Cross
- Continued to provide winter snow removal, salting, and sanding of road to minimize the impacts of snow accumulation on motorists
- Promoted inspection and trimming of trees that may pose risk to falling on power lines during severe storm events
- Worked to improve the coverage of Doppler radar for Crow Wing County

City of Baxter

The city of Baxter has integrated the Crow Wing County 2017 HMP goals and mitigation actions into different city efforts to address risk reduction for natural hazards addressed in the plan such as flooding, wildfire, and severe winter and summer storms. Efforts have included: Removing deadfall in forested areas to reduce the risk of wildland fuels, installation of generators at lift stations to protect against power outages, continuous improvements to local and regional stormwater basin and continued investment to reduce vulnerability to sanitary conveyance system from flooding. and installation of outdoor warning sirens to warn the public of severe wind or tornado events. A new emergency warning siren was added to the Forestview neighborhood in 2024, and we added a siren to Timberwood Dr (West Industrial Park) in September 2025.

City of Brainerd

The city of Brainerd has integrated the Crow Wing County 2017 HMP into different city efforts to address mitigation for natural hazards addressed in the plan including flooding, wildfire, and severe winter and summer storms. Efforts have included: Participating in the planning of the Crow Wing County 2024 Community Wildfire Protection Plan, continued enforcement of building codes and the city shoreland ordinance, and update of the city's Emergency Operations Plan. In addition, Brainerd Public Utilities has incorporated the HMP in our

preparedness efforts in the following ways: Worked with the MN DNR on our Water Supply Plan, we are updating our Emergency Response Plan ERP for both water and wastewater, we are completing Phase 2 our Wellhead Protection Plan, and we participate in MnWarn.

City of Breezy Point

The City of Breezy Point integrated the 2017 Crow Wing County Hazard Mitigation Plan into ongoing city operations and planning mechanisms in the following ways:

- Emergency Operations Planning: In 2022, the City comprehensively re-wrote its Emergency Operations Plan (EOP), aligning with FEMA and county guidance, incorporating mitigation strategies identified in the 2017 plan.
- Planning and Zoning: The City enforces the Minnesota State Building Code and administers floodplain and shoreland ordinances to reduce risks in new development and redevelopment. These functions were explicitly incorporated into the 2022 Emergency Operations Plan (EOP) as essential municipal responsibilities for continuity of operations, ensuring permitting and land use remain tied to mitigation principles even during recovery.
- Training and exercises: In 2023, the City of Breezy Point, in concert with Crow Wing County Emergency Management, planned and conducted a multidisciplinary, multijurisdictional windstorm tabletop exercise that tested response capabilities, validated the EOP, and reinforced partnerships. Emergency response staff also conduct regular training with partner agencies to strengthen readiness for human-caused hazards.
- Public Education and Outreach: Routine use of the city website, Facebook, Nextdoor, and the Breezy Brief newsletter to share preparedness information; continued participation in the NWS Severe Weather Awareness Week (April) and Winter Hazards Awareness Week (November).
- Recognition Programs: Breezy Point is recognized as a National Weather Service StormReady Community and as a Heart Safe Community, reflecting sustained investment in early warning, community preparedness, and life-safety training.
- Warning and Preparedness: Monthly outdoor warning siren testing in coordination with Crow Wing County Sheriff's Office; implementation in 2025 of a preventative maintenance program for critical emergency infrastructure, including sirens and generators.
- Continuity and Critical Facilities: Ongoing planning for backup power to support city operations and lift stations; continued upgrades to lift stations and stormwater systems to handle high-rain events.
- County and Partner Coordination: Continued coordination with Crow Wing County Emergency Management for Everbridge enrollment promotion and event response planning; alignment of city messaging with county/federal guidance during drought, wildfire risk periods, and extreme temperature events.

City of Crosby

The city of Crosby has integrated the 2017 Crow Wing County HMP in our different efforts to mitigate for natural hazards. We unlock City Hall to offer protection/shelter during severe storms. We maintain a comprehensive plan to update roads/storm drains to handle high rain events. Our Public Works department continues to implement stormwater infrastructure improvement projects as they are planned and budgeted for. The city has adopted and enforces the MN State Building Code and contracts for code enforcement violations. We have a wellhead protection plan and enforce our land and zoning ordinances. The city has 2 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed.

City of Crosslake

The City of Crosslake integrated the 2017 Crow Wing County HMP in our efforts to mitigate flooding through making stormwater management improvements. In the past five years we have updated catch basins and storm sewer up the CSAH 66 corridor. We also integrated the plan through our efforts to improve public alerts for severe wind and tornado events, replacing 3 outdoor warning sirens in 2024 and 3 sirens in 2025. The city is planning to purchase a new Tender Truck in 2026 to keep up with a growing community. This will support our wildland firefighting capabilities.

City of Cuyuna

The city of Cuyuna has integrated the 2017 Crow Wing County HMP in our different efforts to mitigate for natural hazards. We open City Hall to serve as a storm shelter for residents who are vulnerable. We have a Wellhead Protection Plan and enforce our land and zoning ordinances. We test our outdoor warning siren monthly in coordination with the Crow Wing County Sheriff's Office and maintain it as needed. The city subcontracts all its road maintenance requirements and yearly reviews with its engineer, who helps the city to assess and plan for possible upcoming needs.

City of Deerwood

The city of Deerwood integrated the Crow Wing County 2017 HMP into our emergency management and mitigation efforts in the following ways: The city put a section in the City Code on emergency management. The city maintains 2 warning sirens in order to warn the public of dangerous high wind or tornado events. The city's auditorium is also utilized as a storm shelter for those who are vulnerable during dangerous storm events.

City of Emily

The City of Emily implemented strategies from the Crow Wing County 2017 Hazard Mitigation Plan to enhance public safety and emergency preparedness. City efforts have included:

- Maintenance of the tornado siren system and support of a neighboring city in acquiring a tornado siren. This collaboration has increased the reach and effectiveness of early warning systems, benefitting both communities.
- Providing an emergency shelter for use as a safe and accessible location for residents during emergencies. The emergency shelter does not currently have a generator, but the city has requested CWC add a generator for City Hall to the City of Emily's new local Mitigation Chart. The City's Capital Improvement Plan includes applying for a FEMA HMGP grant for a generator once CWC's Hazard Mitigation Plan is complete.
- The Emily Fire and Rescue Department applied for a Sourcewell grant to purchase and install an emergency generator at the Fire Hall to ensure continuity of emergency services.
- Contracting with PeopleService to maintain the City's wastewater treatment system. PeopleService has generators for use when needed to power the lift stations and ensure wastewater service continuity.
- We have used the City's Facebook page and website to share a link to the CWC Emergency Alert System and share information, such as regarding Severe Weather Awareness Week.
- The Maintenance Department plows and applies salt sand as needed, including during severe winter storms, and manages city road rights of way by trimming or removing trees that look in danger of falling.
- The city's Planning and Zoning Department enforces city code regarding land use, shoreland, and floodplains, including for new developments.
- The city's Maintenance Department monitors drainage issues on road rights of way during periods of heavy rain and addresses flooding with pumps when possible.
- We have worked with the Minnesota Department of Transportation by allowing use of city property for MnDOT to construct a storm-sewer drain for the State Highway 6 storm sewer system to reduce flooding and improve drainage in the downtown area.

City of Fifty Lakes

The city of Fifty Lakes has worked to integrate the 2017 Crow Wing County HMP in several ways to help reduce our risk to severe storms and disasters. In 2024 we installed two new warning sirens in strategic locations to alert residences of severe weather. We test monthly in coordination with the Crow Wing County Sheriff's Office and maintain the sirens as needed. We make sure if there is severe weather coming to unlock the public storm shelter. The park has a new pavilion with some small areas that can hold some people as well during a severe storm. There is a link to CWC's Everbridge Emergency Alert System on the city's website and has been shared on the city's Facebook page. The city incorporates mitigation into our planning and policies through our Planning and Zoning Department enforcement of city ordinances and land use permits.

City of Fort Ripley

N/A. Did not participate in plan update.

City of Garrison

The city of Garrison has worked to integrate the 2017 Crow Wing County HMP in the following ways:

- We have a floodplain ordinance that is enforced.
- The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and maintain as needed.
- The city continues to work with mobile home park operators to address evacuation and shelter planning.
- Our city Public Works Dept. continues to maintain and improve our city stormwater system to handle high rain events.

City of Ironton

The city of Ironton has worked to integrate the 2017 Crow Wing County HMP in several ways to help reduce our risk to severe storms and disasters. The city has adopted the MN State Building Code and it is enforced by our city building inspector to help protect new development against the effects of damaging storms. The city shares information with the public by posting information on our city website and city Facebook page. We have a Comprehensive plan and City code for Planning & Zoning. The city has 2 outdoor warning sirens we use to warn residents of severe wind or tornado events. The sirens are tested monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed. Our city EM and Fire Department continue to work on evacuation and sheltering planning for vulnerable residents if they are seeking shelter. The city continues to maintain and improve our city stormwater system as needed to handle high rain events.

City of Jenkins

The City of Jenkins has continued to integrate and implement actions identified in its previous Hazard Mitigation Plan through coordination with Crow Wing County Emergency Management, routine maintenance of critical emergency systems, and incorporation of mitigation objectives into city planning, zoning, and operational procedures. Since adoption of the prior plan, the city has made measurable progress in maintaining and enhancing local preparedness and response capabilities. In 2025, the city's outdoor warning siren was repaired with the assistance of Clayton Berg and the City of Pequot Lakes throughout the process. The warning siren is now in full operational status. The system is tested monthly in coordination with the Crow Wing County Sheriff's Office to ensure its continued reliability for alerting residents during severe weather events. In late 2024, the city began the rollout of our resident text notification system as an additional mitigation strategy that will immediately notify participating residents of all hazards that the city is aware of.

The City of Jenkins also continues to enforce zoning and stormwater regulations that help reduce hazard risks associated with new development, promote public education and awareness through participation in the National Weather Service's Severe Weather Awareness Week and Winter Hazard Awareness Week, and collaborate with regional and state partners to enhance community resilience. Additionally, the City of Jenkins is actively seeking grant funding opportunities to obtain an emergency-backup generator for City Hall, as well as to construct a designated community storm shelter to provide safe refuge for residents and staff during severe weather emergencies. These ongoing efforts reflect the city's commitment to carrying forward and strengthening the goals, strategies, and mitigation actions established in its previous plan, ensuring consistency and alignment with countywide and state hazard mitigation priorities.

City of Manhattan Beach

The city of Manhattan Beach did not incorporate the past Crow Wing County Hazard Mitigation Plan into any plans or policies. However, we do actively use our city website and city council meetings to share information with residents. This would include any special announcements during periods of severe weather to encourage residents to be aware of and prepared for storm events.

City of Nisswa

The city of Nisswa has integrated the 2017 Crow Wing County Hazard Mitigation Plan mitigation action chart into our city's local planning and project efforts in the following ways:

- The city of Nisswa has a link on the city website to sign up for county-wide alerts. The city of Nisswa periodically uses social media to notify the public of severe weather or on-going emergencies.
- We maintain our outdoor warning sirens to warn the public of severe windstorm or tornado events. In August of 2025, the City of Nisswa participated in a drill with Crow Wing County. During the drill, all three of Nisswa's sirens were found to be functioning properly.
- The City of Nisswa public works regularly works within the road right of way to remove dead or old trees that could block roadways if fallen or pose a risk to power lines. This helps to mitigate against storm damages.
- The City of Nisswa is prepared with emergency plans and facilities for sheltering. We use the city's Community Center as an emergency reunification site and temporary shelter in the event of a displacement.
- The City's zoning dept enforces city code as it relates to floodplains, land use, and shoreland. This helps to regulate for new development in areas that could be impacted by flooding.
- The City's public works department monitors drainage issues during periods of heavy rain and maintains roadways and drainage systems. This allows us to address localized flood issues as needed.

City of Pequot Lakes

The City of Pequot Lakes has integrated the 2017 Pequot Lakes Hazard Mitigation Plan into regular city operations and ongoing efforts to reduce risk from flooding, wildfire, and severe weather events. Efforts have included:

- Sharing safety and hazard information with residents through the city website, social media, and the bulletin board at City Hall.
- Conducting annual tornado and evacuation training for staff.
- Participating in the National Weather Service Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November in partnership with Crow Wing County Emergency Management.
- Posting links and information to help residents sign up for emergency alerts.
- Maintaining and testing the city's outdoor warning siren monthly in coordination with the Crow Wing County Sheriff's Office.
- Maintaining the backup generator at City Hall to ensure essential operations and limited sheltering during power outages.
- Continuing regular snow removal, salting, and sanding to keep roads safe during winter storms.
- Maintaining and upgrading the stormwater system to handle heavy rain events and reduce localized flooding.
- Using utility billing and the community sign to notify residents of potential water line freeze conditions and maintain contact lists for those most at risk.
- Enforcing water use restrictions during droughts and promoting water conservation measures.
- Coordinating with Crow Wing County Emergency Management and the local fire department to plan for assistance or temporary sheltering during extreme temperature or power outage events.
- Promoting wildfire danger awareness and burning restrictions during dry periods through the city website, community sign and social media.

City of Riverton

N/A. Did not participate in plan update.

City of Trommald

The city of Trommald has worked to integrate the 2017 Crow Wing County HMP in several ways to help reduce our risk to severe storms and disasters. We have one siren and have a generator to operate our water system pump if needed. We have our own Planning & Zoning Ordinances and it is noted in them that standard building codes for Minnesota shall be followed. The city shares information with the public by posting information on our community Facebook page and by making announcements at City Council meetings. We utilize our outdoor warning siren and a call system if needed to notify residents of severe weather. The warning siren is tested

monthly in coordination with the Crow Wing County Sheriff's Office and keep maintained as needed. The city continues to maintain and improve our city stormwater system as needed to handle high rain events.

5.1.4 Plans and Programs in Place to Address Natural Hazards

Crow Wing County has numerous plans and programs in place to address natural hazards. Some of these programs are specific to a hazard and others address impacts and human safety for many types of events ("All-Hazards"). To group related natural hazards, "Summer Storms" encompasses Tornadoes, Windstorms, Lightning, and Hail. The plans and programs in place by Crow Wing County to support mitigation for the hazards addressed in this plan are described as follows:

All Hazards

Crow Wing County Land Use Ordinance: For unincorporated areas within the county, land use requirements are governed by the specific provisions of the Crow Wing County Land Use Ordinance.

All Hazards Emergency Operations Plan: Crow Wing County Emergency Management maintains an all-hazards Emergency Operations Plan (EOP) which lays out concepts and operating guidelines for all incident management and support functions that may be needed to ensure life safety, incident stabilization, and property preservation during an incident and the transition to recovery.

Emergency Notification System: Crow Wing County maintains the Everbridge Emergency Notification System which allows residents and visitors to sign up ("opt-in") to receive severe weather alerts targeted to their location, along with other local emergency alerts. A link to sign up for the system is located on the Crow Wing County Emergency Management website page. Crow Wing County also uses IPAWS (Integrated Public Alert Warning System), which allows for targeted and county-wide emergency notifications to both residents and visitors (not an "opt-in" service).

Preparedness Outreach & Education: Crow Wing County Emergency Management utilizes the Crow Wing County website, Crow Wing County Sheriff's Office website page, and local news media to communicate with the public on emergency preparedness, severe weather, and other hazard conditions throughout the year. The Crow Wing County Emergency Management website page provides information and resource links for public education on emergency preparedness. The county also receives all products/statements issued by the National Weather Service, and in turn shares or incorporates these into its community outreach and public education. Promotion of the use of NOAA weather radios occurs during the NWS Severe Weather Awareness Week as well as throughout the year. Crow Wing County Emergency Management provides special presentations or other planning assistance as requested to local governments, schools, or other local organizations and facilities within the county.

Mass Care Sheltering: In the event of a disaster where temporary sheltering is needed, Crow Wing County Emergency Management works in coordination with Crow Wing County Public Health, the American Red Cross, and local governments/Fire & EMS to provide mass care services as needed. The county EOP includes plans, procedures, and resources available for mass care sheltering.

Backup Power: Crow Wing County works to ensure the continuity of operations of county government services and critical infrastructure in the event of an extended power outage. Local jurisdictions are encouraged to assess where backup power is needed and to obtain emergency generators.

Schools Support: Crow Wing County Emergency Management coordinates with local school districts as needed on related emergency planning and preparedness, including support for specific trainings, exercises, equipment, and relay of county-level emergency notifications. School districts have their own policies, decision-making protocols, and communications plans in place to determine the need to close school and to notify targeted audiences in the event of severe weather, extreme temperatures, or other events that pose risk to students and staff.

Regional Collaboration: Crow Wing County Emergency Management works closely with the neighboring emergency managers on a range of planning, training, and exercises to support all-hazards preparedness, mitigation, response, and recovery capabilities. Crow Wing County Emergency Management also works closely with our regional National Weather Service (NWS) office, having access to all live and on-demand briefings, announcements, and educational opportunities, and contact information for direct collaboration as needed.

Severe Winter Storms

Winter Weather Statements (Watch, Advisory, Warning, etc.): Crow Wing County Emergency Management works to relay winter weather statements received from the NWS to help alert residents and visitors to hazardous conditions.

Winter Hazard Awareness Week: Crow Wing County participates in the Winter Hazard Awareness Week campaign sponsored by MN HSEM and the National Weather Service each November. The week-long effort provides specific information each day covering the topics of winter weather, outdoor winter safety, indoor winter safety, and winter driving safety. Crow Wing County Emergency Management promotes and shares information during the week via social media and area news media. Communities, schools, churches or other civic programs are encouraged to share locally.

Snow Removal & Ice Control: The Crow Wing County Highway Department conducts winter road maintenance on county roads in accordance with the Crow Wing County Snow and Ice Control Policy. Other road jurisdictions conduct winter road maintenance on their respective road systems in accordance with each of their established policy and/or practices.

Severe Summer Storms

Severe Weather Statements (Watch, Advisory, Warning, etc.): Crow Wing County works to relay severe spring and summer weather statements (such as for thunderstorms, windstorms, or tornadoes) received from the NWS to help alert residents and visitors to hazardous conditions.

Outdoor Warning Sirens: Outdoor warning sirens are located throughout the county and are tested monthly by the Crow Wing County Sheriff's Office in coordination with local jurisdictions. Warning sirens are owned and maintained by the cities where they are located.

Skywarn® Program: Crow Wing County Emergency Management works with the National Weather Service to offer Storm Spotter training on an annual basis to local fire and law enforcement departments and area residents that wish to be trained as spotters. SkyWarn Storm Spotters help to keep their local communities safe by providing timely and accurate reports of severe weather to their local NWS office.

Severe Weather Awareness Week: Crow Wing County participates in the Severe Weather Awareness Week campaign sponsored by MN HSEM and the NWS each April. The week-long effort provides specific information each day covering the topics of severe weather alerts and warnings, lightning, hail, floods, tornadoes (with statewide drills), and extreme heat. Each topic covered includes factsheets, checklists, data, and other resources. Crow Wing County Emergency Management promotes and shares information during the week via social media with communities, schools, churches or other civic programs are encouraged to share locally.

Vegetation Management: The Crow Wing County Highway Department conducts vegetation management along county roads to reduce the risk of downed trees or branches resulting from severe spring and summer storm events. Local road authorities and electric utility providers also work to manage vegetation near power lines to reduce the risk of downed lines and power outages.

Extreme Cold

Emergency Notifications: Extreme cold temperature warnings are issued by the National Weather Service. Crow Wing County Emergency Management works to relay extreme cold temperature warnings from the NWS to help alert residents and visitors to hazardous conditions. The Crow Wing County Emergency Management Office also encourages residents to follow local news or NWS weather applications to receive severe weather and extreme temperature notifications.

Extreme Cold Safety Awareness: Crow Wing County Emergency Management and Crow Wing County Public Health promote public awareness of personal safety measure to take during periods of extreme cold, such as sharing information via Facebook posts.

Emergency Sheltering: In the event of an extended power outage coupled with a period of extreme cold, Crow Wing County Emergency Management will work with Crow Wing County

Public Health and local Fire or EMS agencies as needed to assist vulnerable residents such as the elderly who may need temporary sheltering.

Drought

Public Awareness & Outreach: In the event of extreme drought conditions, Crow Wing County works in concert with the NWS, MN DNR, and local communities to raise public awareness of drought conditions and recommended water use restrictions as per MN DNR guidance.

Precipitation Monitoring: The Crow Wing County SWCD participates in the MNgage Minnesota Volunteer Precipitation Observing Program, which is administered by the DNR Minnesota State Climatology Office. Data collected by volunteers is entered into a database for various studies and weather prediction simulations, including the assessment of drought severity and impacts.

Wildfire

Crow Wing County Community Wildfire Protection Plan (CWPP): The 2024 Crow Wing County CWPP identifies and prioritizes Wildland/Urban interface areas within Crow Wing County for hazardous fuels reduction treatments and recommends methods for achieving hazardous fuels reduction. The plan also outlines measures for reducing fire danger to structures throughout Crow Wing County at risk communities.

Public Awareness & Emergency Notifications: In event of wildfire, Crow Wing County Emergency Management works with local law enforcement, local fire departments, the NWS, and the MN DNR to get the word out on the risk of the level of fire danger and any burning restrictions to help keep the public informed and protected.

Burning Restrictions/Permits: Burning restrictions are set by the MN DNR. Burning permits within Crow Wing County are obtained through the MN DNR website or local office.

Wildland Fire Fighting: Local fire departments respond to woodland or grassland fires within their boundaries or in coordination with other fire departments as needed via mutual aid agreements.

Wildland Fuels Reduction: CWC Land Services works with salvage operations to harvest trees after a storm where it is feasible and practical. This helps to reduce fuels which can add to the spread of wildfires.

Flooding

Floodplain Management: Crow Wing County code of ordinances, Article 21- Floodplain Overlay District Standards establishes the floodplain district and zoning regulations and conditional uses permitted within the floodway, flood fringe, and general floodplain districts within the county. GIS flood maps are available on the CWC website.

Shoreland Ordinance: Crow Wing County code of ordinances, Article 11 – Shoreland District Standards establishes allowable uses and development standards in shoreland areas designated within the county.

Subdivision Ordinance: Crow Wing County code of ordinances, Article 9 – Subdivision of Land is established to regulate the subdividing of land in Crow Wing County.

Transportation Plan: The Crow Wing County Highway Department maintains update of the county's Highway Improvement Plan, 2024-2028. The plan outlines the priorities and scheduling of road, bridge, and other projects that address localized flood risk reduction.

Minnesota Buffer Law: The Crow Wing County SWCD administers the state Buffer Law and provides technical assistance on buffer compliance by landowners. Buffers benefit bank stabilization and reduced erosion and sedimentation into ditches, streams, rivers, and lakes.

One-Watershed One Plan (1w1P): There are 5 One Watershed, One Plans for Crow Wing County. The Crow Wing SWCD is the entity that participates as a partner in developing these plans.

Dam/Levee Failure

Crow Wing County does not have any plans in place in regards to dam or levee failure.

5.2 Mitigation Goals

The goals and strategies for natural hazards in the 2024 Minnesota State Hazard Mitigation Plan were adopted for use in the Crow Wing County Plan. This framework, as outlined below, will allow for integration of the mitigation actions that are listed by Crow Wing County and its jurisdictions into the state plan. The state will then be able to develop a statewide strategy that will benefit all of Minnesota.

Flooding Goal: Reduce deaths, injuries, property loss and economic disruption due to all types of flooding (riverine, flash, coastal, dam/levee failure).

Wildfire Goal: Reduce deaths, injuries, property loss, natural resource and economic disruption due to wildfires (forest, prairie, grass, and peat bogs).

Windstorms Goal: Reduce deaths, injuries, property loss, and economic disruption due to windstorms.

Hail Goal: Reduce deaths, injuries, property damage, and economic disruption due to hailstorms.

Winter Storms Goal: Reduce deaths, injuries, property loss, and economic disruption due to winter storms (blizzard, ice, and ice storm).

Lightning Goal: Reduce deaths, injuries, property losses, loss of services, and economic disruption due to lightning.

Tornado Goal: Reduce deaths, injuries, property loss, and economic disruption due to tornadoes.

Drought Goal: Reduce economic loss and environmental impacts due to drought.

Extreme Heat Goal: Reduce deaths, injuries, and economic disruption due to extreme heat.

Extreme Cold Goal: Reduce deaths, injuries, and economic disruption due to extreme cold.

Dam/Levee Failure Goal: Reduce deaths, injuries, property loss, natural resource and economic disruption due to dam/levee failure.

Erosion/Landslide/Mudslide Goal: Reduce deaths, injuries, property loss, and economic disruption due to hillside, coastal, bluff: caused primarily by oversaturation of soil.

5.3 Mitigation Action and Project Strategies

The mitigation actions in this plan are summarized into four main strategy types, as described in the FEMA publications *Local Mitigation Planning Handbook* (2013) and *Mitigation Ideas: A Resource for Reducing Risk to Natural Hazards* (2013). Minnesota HSEM determined a fifth strategy type for use within the state: Mitigation Preparedness and Response. The strategies and example actions are listed in Table 15.

Table 15. Mitigation strategies and action types

Mitigation Strategy	Description	Example Mitigation Actions
Local Plans and Regulations	These actions include government authorities, policies, or codes, that influence the way land and buildings are developed and built.	• Comprehensive plans • Land use ordinances • Planning and zoning • Building codes and enforcement • Floodplain ordinances • NFIP Community Rating System • Capital improvement programs • Open space preservation • Shoreline codes • Stormwater management regulations and master plans
Structure and Infrastructure Projects	These actions involve modifying existing structures and infrastructure to protect them from a hazard or remove them from a hazard area. This could apply to public or private structures as well as critical facilities and infrastructure. This type of action also involves projects to construct manmade structures to reduce the impact of hazards. Many of these types of actions are projects eligible for funding through the FEMA Hazard Mitigation Assistance program.	• Acquisitions and elevations of structures in flood-prone areas • Utility undergrounding • Structural retrofits • Floodwalls and retaining walls • Detention and retention structures • Culverts • Safe rooms

Mitigation Strategy	Description	Example Mitigation Actions
Natural Systems Protection	These are actions that minimize damage and losses and also preserve or restore the functions of natural systems.	• Sediment and erosion control • Stream corridor restoration • Forest management • Conservation easements • Wetland restoration and preservation
Education and Awareness Programs	These are actions to inform and educate residents, elected officials, and property owners about hazards and potential ways to mitigate them. These actions may also include participation in national programs, such as StormReady or Firewise Communities. Although this type of mitigation reduces risk less directly than structural projects or regulation, it is an important foundation. A greater understanding and awareness of hazards and risk among local officials, stakeholders, and the public is more likely to lead to direct actions.	• Radio or television spots • Websites with maps and information • Real estate disclosure • Presentations to school groups or neighborhood organizations • Mailings to residents in hazard-prone areas. • StormReady Certification • Firewise Communities
Mitigation Preparedness and Response	This is a State of Minnesota mitigation strategy with the intent of covering preparation and actions that protect life and property during a natural disaster.	• Emergency operations plan • Flood fight plans and preparedness • Dam emergency action plans • Warning • Backup power • Emergency capabilities

Local leaders work together with the Crow Wing County emergency management director to assure that the hazards and mitigation actions included in this plan are accurate and addressed in their jurisdictions. Development of mitigation actions for the county and each city was informed by a community's hazard and risk assessment; identification of local vulnerabilities, and review of capabilities in place to address mitigation. Planning team members, local elected officials and staff from Crow Wing County and each city actively participated in the development and review of mitigation action charts for implementation through participation in planning team meetings (see Appendix F) and development of Local Mitigation Surveys (see Appendix C). Additional jurisdictional and public feedback was incorporated following news releases inviting public input to the planning process (see Appendix G).

The Crow Wing County risks and mitigation activities identified also incorporate the concerns and needs of townships, school districts, and other entities participating in this plan. Appendix H contains the jurisdictional mitigation action charts for participating cities.

See Mitigation Actions for all jurisdictions and provide ongoing feedback on the HMP website

The following is an overview of the mitigation action charts and a description of each element of the chart.

Number (#)
Each mitigation action is identified by a number.

Hazard
Each mitigation action is identified by the natural hazard it relates to. Actions that fall under "All Hazards" relate to both natural and non-natural hazards. "Severe Winter Storms" includes blizzards, heavy snow, ice storms, winter storms, and winter weather. "Severe Summer Storms" includes windstorms, tornadoes, lightning, and hail.

Mitigation Strategy
Each mitigation action is identified by one of the following five mitigation strategies.

- Local Planning and Regulations
- Structure and Infrastructure Projects
- Natural Systems Protection
- Education and Awareness Programs
- Mitigation Preparedness and Response Support

See Table 15 for a description of each mitigation strategy and related types of actions.

Mitigation Action
Each mitigation action provides a concise, action-oriented description of the action or project to be undertaken that will help to reduce or eliminate future risk, including in areas with existing or new development.

Status
The status of each mitigation action is indicated by one of the following categories:

- New – New actions that have been identified since the last plan.
- Existing – Actions that are carried over from the last plan or have been updated.
- In Progress – Actions from the last plan that are currently being acted upon.

Mitigation actions that have been completed or deleted from the 2017 Crow Wing County Hazard Mitigation Plan are identified and reported on in Appendix H. Completed and deleted mitigation actions are not carried over into the updated mitigation action chart.

Priority
In the review and discussion of selected mitigation strategies and actions, the planning team ranked mitigation actions by priority for implementation. Table 16 provides criteria that were taken into consideration in the process.

Table 16. Criteria for Mitigation Action Priority Ranking

Ranking	Criteria
High Priority	• Methods for reducing risk from the hazard are technically reliable. • The jurisdiction has experience in implementing mitigation measures. • Mitigation measures are eligible under federal grant programs. • There are multiple mitigation measures for the hazard. • The mitigation measure(s) are known to be cost-effective. • The mitigation measures protect lives and property for a long period or are permanent risk reduction solutions.
Moderate Priority	• Mitigation methods are established. • The jurisdiction has limited experience with the types of measures that may be appropriate to mitigate the hazard. • Some mitigation measures are eligible for federal grants. • There is a limited range of effective mitigation measures for the hazard. • Mitigation measures are cost-effective only in limited circumstances. • Mitigation measures are effective for a reasonable period.
Low Priority	• Methods for reducing risk from the hazard are not well-established, are not proven reliable, or are experimental. • The jurisdiction has little or no experience in implementing mitigation measures, and/or no technical knowledge of them. • Mitigation measures are ineligible under federal grant programs. • There is a very limited range of mitigation measures for the hazard, usually only one feasible alternative. • The mitigation measure(s) have not been proven cost-effective and are likely to be very expensive compared to the magnitude of the hazard. • The long-term effectiveness of the measure is not known or is known to be relatively poor.

Time frame

Each mitigation action identifies the anticipated timeframe for implementation within the next five-year planning cycle. If a mitigation action is considered an ongoing effort, the next five-year period in which the activity would occur is listed. If a mitigation activity has a defined period for implementation (i.e., a specific year), it will be noted.

Responsibility

Each mitigation action identifies what personnel, department, or agency will serve as lead for the administration or implementation of the action.

Comments on Implementation & Integration

Each mitigation action provides a description of how the jurisdiction will work to implement the mitigation action and incorporate the activity into other existing planning mechanisms. This can include description of methods for public outreach, enforcement of policies, development of plans, and coordination of key staff and partnership efforts.

Possible Funding
Each mitigation action identifies potential funding sources to support implementation of the mitigation activity, such as existing county or city funding, or state or federal funding. Projects that may be eligible for future FEMA Hazard Mitigation Assistance grant funding are noted.

5.3.1 Crow Wing County Mitigation Action Chart

The Crow Wing County Mitigation Action Chart is provided in Table 17 at the end of this section. Appendix H provides the mitigation action charts developed for each city participating in the HMP update. A report on the status of mitigation actions related to natural hazards included in the Crow Wing County 2017 plan update can be found in Appendix E.

See Mitigation Actions for all jurisdictions and provide ongoing feedback on the HMP website

Table 17. Crow Wing County Mitigation Action Chart, 2026–2031

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All Hazards	Education & Awareness Programs	Utilize effective methods to share information with the community about severe weather, extreme temperatures, and personal preparedness.	Existing High 2026-2031	Crow Wing County Emergency Management (CWCEM)	CWCEM utilizes the county website, CWC Sheriff's Office website page, and local news media to communicate with the public on emergency preparedness, severe weather, and other hazard conditions throughout the year. CWCEM participates annually in the NWS Severe Weather Awareness weeks in April and November each year. We also coordinate with the NWS to hold Skywarn weather spotter classes. The CWCEM website page provides information and resource links for public education on emergency preparedness.	Internal: CWC SO/EM
2	All Hazards	Education & Awareness Programs	Conduct outreach to encourage residents to opt-in for the county's emergency notification system.	Existing High 2026-2031	CWCEM	Crow Wing County maintains the Everbridge Emergency Notification System which allows residents and visitors to sign up ("opt-in") to receive severe weather alerts targeted to their location, along with other local emergency alerts. A link to sign up for the system is located on the Crow Wing County Emergency Management website page.	Internal: CWC SO/EM
3	All Hazards	Local Planning & Regulations	Adopt and enforce regulations governing new construction to prevent damage to buildings and infrastructure from severe weather events.	Existing Moderate 2026-2031	CWC Land Services Dept.	Crow Wing County only issues permits to either a landowner (allowed to build a 1 house every two years) or to a licensed contractor that is required to follow the building code. Incorporated municipalities within the county oversee building permits locally.	Internal: CWC Land Services Budget
4	All Hazards	Local Planning & Regulations	Implement existing plans and policies in place that help to mitigate against the impacts of flooding and other natural hazards to future development.	Existing High 2026-2031	CWC Depts. (Land Services, Highway Dept, Sheriff's Office / Emergency Management)	Crow Wing County has the following plans and policies in place that help to address hazard mitigation: 2024 CWC Community Wildfire Protection Plan (CWPP), 2024-2040 Comprehensive Plan, CWC Highway Dept. Long Range Transportation Plan (2025-2040), Zoning Ordinance (amended 11/15/2024), Floodplain Ordinance (2024), and Shoreland Ordinance (2024).	Internal: CWC cross-departmental (Land Services, Hwy. Dept, SO/EM)

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	All Hazards	Local Planning & Regulations	Utilize departmental staff and elected officials to work together to accomplish identified mitigation efforts.	Existing High 2026-2031	CWCEM in coord with other county depts.	CWCEM works in collaboration with the Crow Wing County safety committee and individual county departments as needed on mitigation planning or project efforts.	Internal: CWC Cross-Departmental
6	All Hazards	Local Planning & Regulations	Develop and sustain partnerships with outside agencies, organizations, businesses, and neighboring jurisdictions to accomplish mitigation efforts.	Existing High 2026-2031	CWCEM in coord with other county depts.	CWCEM coordinates with local governments and regional agencies involved in mitigation and emergency response planning including SWCD, MN DNR, MnDOT, Rural and Municipal Electric Cooperatives, Watershed Districts, Public Health, American Red Cross, and Salvation Army. CWCEM also works closely with other county and tribal emergency managers in MN HSEM Region 2 on annual planning, training and exercise efforts.	Internal: CWC Cross-Departmental
7	All Hazards	Mitigation Preparedness & Response Support	Ensure the county's Emergency Operations Plan (EOP) is updated and addresses policies & procedures needed to support EM functions prior to, during, and following a disaster.	Existing High 2026-2031	CWCEM	Crow Wing County Emergency Management maintains an all-hazards Emergency Operations Plan (EOP) which lays out concepts and operating guidelines for all incident management and support functions that may be needed to ensure life safety, incident stabilization, and property preservation during an incident and the transition to recovery.	Internal: CWC SO/EM
8	All Hazards	Mitigation Preparedness & Response Support	Identify critical infrastructure or facilities that need backup generators and work to obtain them.	Existing High 2026-2031	CWCEM in coord with other county depts.	Crow Wing County works to ensure the continuity of operations of county government services and critical infrastructure in the event of an extended power outage. Local jurisdictions are encouraged to assess where backup power is needed and to obtain emergency generators.	Internal: CWC Cross-Departmental

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	All Hazards	Mitigation Preparedness & Response Support	Ensure that plans, procedures, and designated facilities are in place to provide temporary sheltering due to a severe weather or other disaster event.	Existing High 2026-2031	CWCEM, Public Health	In the event of a disaster where temporary sheltering is needed, Crow Wing County Emergency Management works in coordination with Crow Wing County Public Health, the American Red Cross, and local governments/Fire & EMS to provide mass care services as needed. The county EOP includes plans, procedures, and resources available for mass care sheltering.	Internal: CWC SO/EM, CWC PH External: American Red Cross, AREMA regional training funding
10	All Hazards	Mitigation Preparedness & Response Support	Encourage schools and other facilities that house seniors or other vulnerable populations to have emergency plans in place to deal with severe weather, extreme temperatures, and extended power outages.	Existing Moderate 2026-2031	CWCEM in coord with local jurisdictions	CWCEM continues to work with local jurisdictions provide outreach to and support to schools and other facilities on emergency planning. Schools and long-term care (LTC) facilities are required to have such plans in place. CWCEM provides direct training or planning support as requested.	Internal: CC SO/EM External: Schools, LTC Facilities
11	All Hazards	Local Planning & Regulations	Identify and work to secure internal as well as external funding (grant or loan sources) to help accomplish mitigation activities in the county.	Existing Moderate 2026-2031	CWCEM, Other County depts as related	Crow Wing County uses our general budget, EMPG grants, Sourcewell grants, and funding related to individual department budgets to fund related mitigation planning and project efforts. CWCEM will work to assist communities to apply for outside grant funding for eligible mitigation projects as applicable, including from FEMA, MN DNR, USDA, and other state, federal, or local resources.	Internal: CWC General Fund, CWCSO/EM, Hwy. Dept. External: FEMA EMPG, FEMA HMGP, MN DNR FHM, USDA CF
12	Flooding	Local Planning & Regulations	Enforce policies and ordinances that address development in high-risk flood areas.	Existing High 2026-2031	CWC Land Services Dept.	Crow Wing County code of ordinances, Article 21-Floodplain Overlay District Standards establishes the floodplain district and zoning regulations and conditional uses permitted within the floodway, flood fringe, and general floodplain districts within the county. GIS flood maps are available on the CWC website.	Internal: CWC Land Services budget

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
13	Flooding	Local Planning & Regulations	Work with area watershed organizations to address mitigation plans and projects that address risk reduction for localized flooding and erosion.	Existing High 2026-2031	CWC SWCD	There are 5 One Watershed, One Plans for Crow Wing County. The Crow Wing SWCD is the entity that participates as a partner in developing these plans.	External: CWC SWCD, MN Board of Soil & Water
14	Flooding	Local Planning & Regulations / Structure & Infrastructure Projects	Plan for and implement measures to address flood risk reduction projects for roads, bridges, and culverts throughout the county.	Existing High 2026-2031	CWC Hwy. Dept.	In 2025, the Crow Wing County Highway Department is launching the development of its first-ever Long-Range Transportation Plan (2025-2040). The plan will help identify and prioritize long-term improvements including maintenance and upgrade of roads, bridges, and trails.	Internal: CWC Hwy. Dept. Budget External: MnDOT state grant funding, FHWA grants
15	Flooding	Local Planning & Regulations	Conduct property buyouts to acquire homes affected by repetitive flooding and physically relocate or remove those homes to eliminate future flood damages.	Existing Low 2026-2031	CWCEM	There are currently no potential property buyout projects identified by Crow Wing County. The county will continue to evaluate and assist with any potential future acquisition projects and application to FEMA or MN DNR for grant funding to conduct buyouts.	External: MN DNR FHM grant, FEMA EMGP grant
16	Flooding	Local Planning & Regulations / Structure & Infrastructure Projects	Work with township and city governments to address areas of local flooding concern.	Existing High 2026-2031	CWC Hwy. Dept in coord with municipal govt's	Crow Wing County and local jurisdictions maintain an annual inventory of problem areas due to flooding and plan for projects based on priority and available funding. CWC Highway Dept. has identified flood prone problematic areas on CR 105, CR 128, CSAH 11, CR 132, CR 106 & CR 144. In addition, there are bridges that are scour sensitive and pose a hazard risk during high water. CR 128 has a shoreline improvement plan to reduce the risk of water over the road and erosion of the roadbed during high water.	Internal: CWC Hwy. Dept (2025-2040 Tran. Comp plan budget) External: City and township governments

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
17	Severe Winter Storms	Local Planning & Regulations	Implement snow removal and ice control to ensure the safety of county roads impacted by winter storms.	Existing High 2026-2031	CWC Hwy. Dept.	The CWC Hwy. Dept. conducts winter road maintenance on county roads in accordance with the Crow Wing County Snow and Ice Control Policy. Other road jurisdictions conduct winter road maintenance on their respective road systems in accordance with each of their established policy and/or practices.	Internal: CWC Hwy. Dept.
18	Severe Winter Storms	Natural Systems Protection	Encourage the planting of "Living Snow Fences" or the placement of other snow fences along roadways to help prevent blowing and drifting snow onto key transportation routes.	Existing Moderate 2026-2031	CWC Hwy. Dept. in coord with SWCD and MnDOT	The planting of trees and natural vegetation is encouraged in areas of new development to minimize large snow accumulation to adjacent roads. CWC Highway Dept. has identified areas on CSAH 1, CSAH 12, CSAH 21, CSAH 16 & CR 131 to install living snow fence to reduce drifting snow. The CWC Hwy. Dept will work with the SWCD and MnDOT on these efforts.	External: CWC SWCD Cost Share funding, MnDOT Living Snow Fence funding
19	Severe Summer Storms	Education & Awareness Programs	Work with the National Weather Service (NWS) to provide SkyWarn training and develop a network of trained Storm Spotters throughout the county.	Existing High 2026-2031	CWCEM in coord with NWS	CWCEM works with the NWS to offer this training on an annual basis to local fire and law enforcement departments and local residents that wish to be trained as spotters.	External: National Weather Service
20	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure the county has an effective network of outdoor warning sirens and address the need for new sirens where needed.	Existing High 2026-2031	CWCEM in coord with local jurisdictions	CWCEM will work act in a supporting role to any city or township that wants to purchase and install a new outdoor warning siren in order to replace an outdated siren or to address gaps in area coverage. This may particularly pertain to townships within the county that are not within effective sound distance of established sirens in neighboring cities. Crow Wing County is not responsible to purchase sirens for communities, but will help to research possible funding.	Internal: CWC SO/EM External: Local Govt's, FEMA HMGP, USDA CF grant programs

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
21	Severe Summer Storms	Mitigation Preparedness & Response Support	Work to improve the coverage of Doppler radar for Crow Wing County.	Existing High 2026-2031	CWCEM in coord with National Weather Service	This is an ongoing effort of CWC Emergency Management. Due to the locations of the NWS radars from Crow Wing County, there is a gap and/or deficiency in the predicting our local weather. We experience delays in warnings given out and gaps in the timing of precipitation. CWC is currently in talks with Climavision and the city of Brainerd to install a local weather radar.	External: National Weather Service, City of Brainerd
22	Severe Summer Storms	Structure & Infrastructure Projects	Address the need for the construction of storm shelters or tornado safe rooms in areas where residents or visitors are vulnerable to high wind events, such as mobile home parks and campgrounds.	Existing High Ongoing	CWCEM in coord with local jurisdictions	CWCEM will assist any communities in their effort to assess and address the need for construction of a storm shelter or tornado safe room. Grant funding may be available for tornado safe rooms from FEMA Hazard Mitigation Assistance (HMA) grant program funding, based on application approval.	Internal: CWC SO/EM External: Local Govt's, FEMA HMGP, USDA CF grant programs
23	Severe Winter & Summer Storms	Structure & Infrastructure Projects	Encourage municipal and rural electric cooperatives to address burying powerlines or strengthening power poles to avoid power outages from high wind events and storms.	Existing High Ongoing	CWCEM, local jurisdictions in coord with electric utility providers	CWCEM works with our utility coops and local governments on these efforts as needed. FEMA HMA grant funding may be a source for powerline infrastructure retrofits that eligible rural and municipal electric coops can apply for.	External: Rural / Muncipal Electric Coops, FEMA HMGP grant funding
24	Severe Winter & Summer Storms	Natural Systems Protection	Manage trees and other vegetation along roads from severe storm events to reduce risk to powerlines and passing motorists.	Existing Moderate Ongoing	Highway Dept., Local Utility Providers	The CWC Hwy. Dept continues to clear the ROW near power lines to prevent power outages in storms. Utility providers also regularly trim trees that may pose risk to overhead power lines.	Internal: CWC Hwy. Dept. budget External: Utility companies

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
25	Extreme Cold	Education & Awareness Programs	Provide outreach and education to the public on personal safety measures to take during periods of extreme cold.	In-Progress High 2026-2031	CWCEM & Public Health	CWCEM works to share information received from the National Weather Service when periods of extreme cold are occurring. CWCEM utilizes the county EM website page, and EM Facebook. Local radio and TV stations also provide this information to the public. School Districts have plans and policies in place for delaying or closing school to protect students from extreme temps.	Internal: CWC SO/EM, CWC PH
26	Extreme Cold	Mitigation Preparedness & Response Support	Work with local jurisdictions to plan for temporary warming facilities and promote their use for those that are vulnerable to extremely cold temperatures (i.e., homeless, elderly)	Existing High 2026-2031	CWCEM in coord with PH and local govt's	CWCEM addresses planning for extreme temperature sheltering within the county EOP and in coordination with Crow Wing County Public Health and local jurisdictions. Designated facilities in the county are identified for use for emergency warming centers.	Internal: CWC SO/EM, CWC PH External: Local Govt's, American Red Cross
27	Drought	Local Planning & Regulations	Continue to participate in the MnGAGE precipitation monitoring program to help track and report data related to periods of drought.	Existing Moderate 2026-2031	CWC SWCD	Crow Wing County SWCD participates in the MNgage Minnesota Volunteer Precipitation Observing Program, which is administered by the DNR Minnesota State Climatology Office.	External: CWC SWCD, MN DNR
28	Drought	Local Planning & Regulations	Encourage communities to establish and enforce watering restrictions during drought conditions and raise public awareness of water conservation measures.	Existing High 2026-2031	CWCEM in coord with MN DNR and local jurisdictions	CWCEM encourages cities with public water systems to promote drought awareness to residents on limiting non-essential water usage. Local communities establish watering restrictions as per MN DNR guidelines during periods of severe drought.	Internal: CWC SO/EM External: MN DNR

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
29	Wildfire	Local Planning & Regulations	Work with local communities and agency partners to implement the 3 priority projects outlined in the 2024 CWC Community Wildfire Protection Plan (CWPP) to address wildfire mitigation for dead-end roads.	New High 2026-2031	CWCEM and CWC Highway Dept. in coord with City of Crosslake, Fairfield Twp, Ideal Twp, Long Lake Twp, and South Lake Impr. Assn.	The Crow Wing County 2024 CWPP outlines the following 3 top priority project efforts to implement for addressing wildfire mitigation for dead-end roads: 1 - North Crow Wing County – Bonnie Lakes Road. (City of Crosslake and Fairfield Twp) 2 – North Crow Wing County – CR 134 (Camp Foley Road) (CWC Hwy. Dept. and Ideal Twp Public Works) 3 – Paradise Beach Road (Long Lake Twp and the South Lake Improvement Association) CWCEM and CWC Highway Dept. will work in coordination with local fire departments, local city and township governments, and agency partners such as the MN DNR to implement these top 3 priority wildfire mitigation activities identified in the plan.	Internal: CWC SO/EM External: CWDG, MN DNR Firewise Grant, Local City and Twp funding, Possible FEMA HMGP grant funding for wildland fuels reduction
30	Wildfire	Natural Systems Protection	Continue to implement measures that improve forest health and reduce risk of wildland fuels build-up.	Existing High 2026-2031	CWC Land Services, CWC SWCD	CWC Land Services works with salvage operations to harvest trees after a storm where it is feasible and practical. This helps to reduce fuels which can add to the spread of wildfires.	Internal: CWC Land Services External: CWC SWCD MN DNR Firewise
31	Wildfire	Education & Awareness Programs	Conduct public outreach and education on wildfire risk and prevention during periods of high risk for wildfire.	Existing High Ongoing	CWCEM in coordination with local FD's	CWCEM uses the Sheriff's Office website page and shares information with local jurisdictions to help do outreach to the public on extreme dry conditions and wildfire risk as per MN DNR guidance.	Internal: CWC SO/EM External: MN DNR Firewise grant

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
32	Wildfire	Mitigation Preparedness & Response Support	Evaluate and seek to implement new wildfire mitigation activities in high-risk wildfire areas of the county, which may include installation of external wildfire sprinkler systems or installation of metal roofs to protect homes and other structures.	New High 2026-2031	CWCEM in coordination with local FD's	CWCEM will work with local fire departments to assess targeted wildfire risk reduction activities that may be eligible for FEMA HMGP grant funding, Community Wildfire Defense Grant funding, or MN DNR Firewise grant funding.	Internal: CWC SO/EM External: FEMA HMGP, CWDG funding
33	Dam Failure	Mitigation Preparedness & Response Support	Continue to have contact and coordination with the Crosslake, Big Pine Rock, and Brainerd Public Utility's Hydro dam operators.	Existing Moderate 2026-2031	CWCEM	CWC Emergency Management would help to communicates with dam owners and the public as needed in the event of a flood event that threatened public safety.	Internal: CWC SO/EM External: Hydro Dam operators

Section 6 – Plan Maintenance

6.1 Monitoring, Evaluation, and Updating the Plan

The Crow Wing County Hazard Mitigation Plan (HMP) should be considered a living document. The plan should be updated and approved by FEMA at least every five years. The guidance in this section will function as the primary tool when reviewing progress on the implementation of the Crow Wing County HMP.

The Crow Wing County emergency management director (EMD) is the individual responsible for leading all efforts to monitor, evaluate, and update the HMP within the five-year window. Throughout the five-year planning cycle, the Crow Wing County EMD will work with an emergency managers group to help monitor, review, evaluate, and update the HMP. The group will include township representatives and designated city emergency managers from cities participating in the plan update, and include other city elected officials or staff as needed. Representatives from agencies or organizations that are involved with related mitigation work in the county as well as those that work with underserved communities or socially vulnerable populations will also be invited to participate in the group. The Crow Wing County EMD will conduct quarterly outreach to and communicate with the group on emergency management matters regarding severe weather awareness, local preparedness, mitigation, and response & recovery as needed. Additional stakeholders will be added based on need or in response to severe weather events.

If necessary, the Crow Wing County EMD will convene the group to meet more regularly to monitor plan implementation progress and reassess needs and opportunities. This could be done in response to funding cycles of programs that provide resources for hazard mitigation activities. If there is a need for a special meeting due to new developments or a declared disaster occurring in the county, the group will meet to update pertinent mitigation strategies. Depending on Crow Wing County opportunities and fiscal resources, mitigation projects may be implemented independently by individual communities or through local partnerships.

The group will continue to review the HMP goals and objectives to determine their relevance to changing situations in Crow Wing County. In addition, state and federal policies will be reviewed to ensure they are addressing current and expected conditions. The group will also review the risk assessment portion of the plan to determine if this information should be updated or modified. The parties responsible for the various implementation actions will report on the status of their projects, and will include which implementation processes worked well, any difficulties encountered, how coordination efforts are proceeding, and which strategies should be revised.

Updates or modifications to the HMP during the five-year planning process will require a public notice and a meeting prior to submitting revisions to the individual jurisdictions for approval. The plan will be updated via written changes, submissions as the group deems appropriate and necessary, and as approved by county commissioners.

During the five-year plan period, the EMD will require all relevant county departments and jurisdictions to report on the status of their mitigation actions using the worksheets provided in Appendix I. This

information will be used to track progress for the next plan update. Additionally, the EMD will establish and implement an HMP maintenance schedule. Forms for these purposes are drawn from FEMA's 2023 Local Mitigation Planning Handbook and can be found in Appendix I (FEMA, 2023a).

The EMD will also solicit feedback from the emergency managers group using the following prompts (also found in Appendix I):

- Are there any new representatives from jurisdictions, agencies, or organizations that you feel should be included in our stakeholder outreach?
- Do you feel your community has any new vulnerabilities that may be impacted by hazard events? (critical infrastructure, systems, or populations)
- Has your community identified any new mitigation activities that would help reduce risk to future hazard events?
- Are there any funding opportunities or other resources that may be available to help implement local mitigation activities?
- How is your community integrating information from the mitigation plan into other planning mechanisms (such as plans, policies, or partnerships)?

6.2 Implementation

Crow Wing County and its included municipalities share a common HMP and work together closely to develop, revise, and implement it. This HMP provides a comprehensive chart of mitigation actions for Crow Wing County and its jurisdictions (see Appendix H and Section 5.3). The cities participating in the HMP planning process identified the specific mitigation strategies that they would seek to implement in their communities during the five-year planning cycle. These mitigation actions are provided in Appendix H.

Several implementation tools are available to address hazards. The strategies to use will be part of an ongoing discussion as Crow Wing County looks for opportunities for plan implementation. The following tools will be considered:

Education: In many cases, education of residents has been identified as one of the most effective mitigation strategies.

Capital Investments: Capital investments such as fire and ambulance equipment, sprinkler systems, and dry hydrants are tools that can limit risks and impacts of natural and manmade hazards.

Data Collection and Needs Assessments: Data collection and needs assessments can aid in gaining a better understanding of threats and allow planning for mitigation strategies accordingly. As resources are limited for this part of the planning process, additional data collection is likely to be an ongoing activity as resources become available.

Coordination: Responsibilities for mitigation strategies run across various county departments, local fire and ambulance departments, city and township governments, and a host of state and federal agencies. Ongoing coordination is an important tool to ensure resources are used efficiently. Coordination can also avoid duplication of efforts or prevent gaps that are created because of unclear

roles and responsibilities. The mitigation plan review process can function as a tool to have an ongoing discussion of roles, responsibilities, and opportunities for coordination.

Regional Cooperation: Counties and public safety services providers throughout the region often share similar challenges and concerns. In some cases, a regional approach may be warranted as a mitigation strategy in order to save resources. Mutual aid agreements are a tool already in use for a number of services. Needs assessments for fire and ambulance services and development of assistance for volunteer recruiting, training, and retention could benefit from a regional approach. Cooperation among counties could also help in lobbying for certain funding priorities that address concerns relating to challenges in service delivery in rural areas. Organizations such as FEMA Region 5 and the Minnesota Division of Homeland Security and Emergency Management (HSEM) through the Regional Program Director can offer tools and resources to assist in these cooperative efforts.

Regulation: Regulation is an important mitigation tool for Crow Wing County. Regulation plays a vital role in land use, access to structures, and the protection of water resources and public health.

6.3 Continued Public Involvement

Continued public involvement is critical to the successful implementation of the Hazard Mitigation Plan. The Crow Wing County Emergency Management Director and the emergency managers group will continue to engage new public stakeholders in planning discussions and project implementation during the five-year cycle of this plan.

The Crow Wing County HMP website provides opportunities for continued public involvement and feedback

To seek continued public participation after the plan has been approved and during the five-year window of implementation for this plan, Crow Wing County will take the following measures:

- The Crow Wing County HMP website link will be posted on the Crow Wing County Emergency Management website. The website provides a PDF of the plan for download and an interactive experience for the public to understand the planning process, where county-specific vulnerabilities lie, national best practices, as well as a chance to submit feedback. Collected feedback will be reviewed during the five-year plan cycle and will be noted for future update of the plan or addressed as necessary.
- Following any major storms or natural disasters, Crow Wing County Emergency Management will seek to gather concerns and new ideas for mitigation from local residents to include in the next update of the plan. This may be done through public meetings, outreach via social media, or news releases via local media.
- Each community participating in the plan will be responsible for keeping their local government, schools, and community members updated and engaged in the implementation of their respective mitigation action charts (see Appendix H or the Crow Wing County HMP website). Each respective jurisdiction will be required to report on the status of mitigation actions in their charts to the Crow Wing County EMD.

- Crow Wing County and its jurisdictions will use numerous means of public outreach to engage new public stakeholders in providing input on mitigation concerns, including those from underserved communities or socially vulnerable populations. Outreach methods may include presentations at city council or township board meetings, sharing information at special events, working with local schools and partner organizations, and posting information in areas that are used to communicate with the public (bulletin boards, websites, social media, and local media sources that communities use to inform and engage the public). As mitigation projects are implemented, jurisdictions will work to keep the public updated and engaged in those local efforts.
- To ensure an equitable outreach strategy continues after the plan is adopted, the planning team will continue to seek to engage with underserved and vulnerable populations during the next five years. This will vary across jurisdictions, as underserved or vulnerable populations will differ across the planning area. Methods of engagement will include those listed above, as well as working with partner agencies, local organizations, facilities, or community interest groups (e.g., schools, nursing homes, Rotary Club) to conduct more targeted outreach or presentations to share information on hazard mitigation and solicit for feedback on concerns and ideas.

Appendices

Appendix A – References

Appendix B – Adopting Resolutions

Appendix C – Local Mitigation Survey Report

Appendix D – Plans & Programs in Place

Appendix E – Past Mitigation Action Review Status Report

Appendix F – Planning Team Meetings

Appendix G – Public Outreach & Engagement Documentation

Appendix H – Mitigation Actions by Jurisdiction

Appendix I – Plan Maintenance & Monitoring Worksheets

Appendix A – References

Adams-Fuller, T. (2023, July 1). *Extreme Heat Is Deadlier Than Hurricanes, Floods and Tornadoes Combined*. Scientific American. https://www.scientificamerican.com/article/extreme-heat-is-deadlier-than-hurricanes-floods-and-tornadoes-combined/

AirNow. (2021). *Fires and Your Health*. AirNow; AirNow.gov, U.S. EPA. https://www.airnow.gov/air-quality-and-health/fires-and-your-health

American Public Health Association. (2025). *Extreme Heat Resource Hub*. APHA. https://www.apha.org/topics-and-issues/climate-health-and-equity/extreme-heat

AMS. (2004, October 8). *Mobile Homes and Severe Windstorms*. American Meteorological Society. https://www.ametsoc.org/index.cfm/ams/about-ams/ams-statements/archive-statements-of-the-ams/mobile-homes-and-severe-windstorms/

ATSDR. (2020, September 15). *CDC Social Vulnerability Index (SVI)*. ATSDR. https://www.atsdr.cdc.gov/placeandhealth/svi/at-a-glance_svi.html

Blumenfeld, K. Minnesota State Climatology Office. (2019, January 9). *Wildfire*s [Personal communication].

Blumenfeld, K. Minnesota State Climatology Office. (2023, December 21). *Thanks and MN State HMP 2024* [Personal communication].

Borestein, S., Fassett, C., & Goldberg, M. (2023, July 28). *Mobile homes turn deadly when tornadoes hit. This year has been especially bad, AP analysis finds*. AP News. https://apnews.com/article/tornado-mobile-home-death-crushed-b3a0e41ffd83a2681a92b8e4dad0ef06

CDC. (2020, February 28). *Extreme Heat*. Extreme Heat | Natural Disasters and Severe Weather | CDC. https://www.cdc.gov/disasters/extremeheat/index.html

CDC. (2021). *Extreme Cold: A Prevention Guide to Promote Your Personal Health and Safety*. https://www.cdc.gov/disasters/winter/pdf/extreme-cold-guide.pdf

CEMHS. (2023). *Spatial Hazard Events and Losses Database for the United States* (Version 21.0) [Dataset]. Center for Emergency Management and Homeland Security, Arizona State University. https://cemhs.asu.edu/sheldus

Center for Science Education. (2025). *How Weather Affects Air Quality*. University Corporation for Atmospheric Research. https://scied.ucar.edu/learning-zone/air-quality/how-weather-affects-air-quality

Eaton, J. (2014, January 31). Propane Shortages Leave Many U.S. Homeowners in the Cold. *National Geographic*. https://www.nationalgeographic.com/science/article/140129-us-propane-shortages-leave-homeowners-in-the-cold

EPA. (2006). *Excessive Heat Events Guidebook*. United States Environmental Protection Agency. https://www.epa.gov/sites/default/files/2016-03/documents/eheguide_final.pdf

EPA. (2019). *Learn About Heat Islands*. Environmental Protection Agency. https://www.epa.gov/heat-islands/learn-about-heat-islands

FEMA. (2004, April). *Federal Guidelines for Dam Safety: Hazard Potential Classification System for Dams*. https://www.ferc.gov/sites/default/files/2020-04/fema-333.pdf

FEMA. (2021). *Hazard Mitigation Assistance Grants*. https://www.fema.gov/grants/mitigation

FEMA. (2023a). *Local Mitigation Planning Handbook*. https://www.fema.gov/sites/default/files/documents/fema_local-mitigation-planning-handbook_052023.pdf

FEMA. (2023b, March 21). *National Preparedness Goal | FEMA.gov*. https://www.fema.gov/emergency-managers/national-preparedness/goal

FEMA. (2024a). *CRCI Methodology* (Community Resilience Challenges Index Methodology). https://www.fema.gov/sites/default/files/documents/fema_2023-community-resilience-challenges-index_methodology-report.pdf

FEMA. (2024b). *Extreme Heat*. FEMA Preparedness Communty. https://community.fema.gov/ProtectiveActions/s/article/Extreme-Heat

FEMA. (2024c). *Hazus | FEMA.gov*. https://www.fema.gov/flood-maps/products-tools/hazus#2

FEMA. (2024d, July 1). *President Joseph R. Biden, Jr. Approves Major Disaster Declaration for Minnesota*. FEMA.Gov. https://www.fema.gov/press-release/20240701/president-joseph-r-biden-jr-approves-major-disaster-declaration-minnesota

FEMA. (2025). *Hazard Mitigation Assistance Projects—V2 | FEMA.gov*. OpenFEMA. https://www.fema.gov/openfema-data-page/hazard-mitigation-assistance-projects-v2

FERC. (2020, July 21). *Dam Safety Program*. Hydropower. https://www.ferc.gov/industries-data/hydropower

Guo, Y. (2017). Hourly associations between heat and ambulance calls. *Environmental Pollution*, *220*, 1424–1428. https://doi.org/10.1016/j.envpol.2016.10.091

Harrison, D. (2024, July 5). The Minnesota Dam That Partially Failed Is One of Nearly 200 Across the Upper Midwest in Similarly 'Poor' Condition. *Inside Climate News*. https://insideclimatenews.org/news/05072024/midwest-dams-in-poor-condition/

Hogeback, J. (2020). *How Do Tornadoes Form?* Encyclopedia Britannica. https://www.britannica.com/story/how-do-tornadoes-form

Huttner, P. (2021, July 29). *Worst air quality on record Thursday in Minnesota*. MPR News. https://www.mprnews.org/story/2021/07/29/worst-air-quality-on-record-in-minnesota-today

Knapp, C. N., Kluck, D. R., Guntenspergen, G., Ahlering, M. A., Aimone, N. M., Bamzai-Dodson, A., Basche, A., Byron, R. G., Conroy-Ben, O., Haggerty, M. N., Haigh, T. R., Johnson, C., Mayes Boustead, B., Mueller, N. D., Ott, J. P., Paige, G. B., Ryberg, K. R., Schuurman, G. W., & Tangen, S. G. (2023). Northern Great Plains. In A. R. Crimmins, C. W. Avery, D. R. Easterling, K. E. Kunkel, B. C. Stewart, & T. K. Maycock (Eds.), *Fifth National Climate Assessment*. U.S. Global Change Research Program. https://doi.org/10.7930/NCA5.2023.CH25

Kossin, J. T. (2017). *Extreme storms*. https://science2017.globalchange.gov/chapter/9/

Kunkel, K. E., Stevens, L. E., Stevens, S. E., Sun, L., Janssen, E., Wuebbles, D., Hilberg, S. D., Timlin, M. S., Stoecker, L., Westcott, N. E., & Dobson, J. G. (2013). *Regional Climate Trends and Scenarios for the U.S. National Climate Assessment* (p. 102) [NOAA Technical Reports]. National Oceanic and Atmospheric Administration. https://scenarios.globalchange.gov/sites/default/files/NOAA_NESDIS_Tech_Report_142-3-Climate_of_the_Midwest_U.S_0.pdf

Liess, S., Roop, H.A., Twine, T.E., & Noe, R., Meyer, N., Fernandez, A., Dolma, D., Gorman, J., Clark, S., Mosel, J., Farris, A., Hoppe, B., Neff, P. (2023). *Fine-scale Climate Projections over Minnesota for the 21st Century. Prepared for the University of Minnesota Climate Adaptation Partnership.* Minnesota CliMAT - Climate Mapping and Analysis Tool (CMIP6). https://climate.umn.edu/MN-CliMAT

Lopez, H., West, R., Dong, S., Gon, G., K., B., Lee, S.-K., & Atlas, R. (2018). *Early emergence of anthropogenically forced heat waves in the western United States and Great Lakes*. Nature Climate Change.

Marvel, K., Su, W., Delgado, R., Aarons, S., Chatterjee, A., Garcia, M. E., Hausfather, Z., Hayhoe, K., Hence, D. A., Jewett, E. B., Robel, A., Singh, D., Tripati, A., & Vose, R. S. (2023). Climate trends. In A. R. Crimmins, C. W. Avery, D. R. Easterling, K. E. Kunkel, B. C. Stewart, & T. K. Maycock (Eds.), *Fifth National Climate Assessment*. U.S. Global Change Research Program. https://doi.org/10.7930/NCA5.2023.CH2

MCAP. (2024). *Changing Temperature*. University of Minnesota Climate Adaptation Partnership. https://climate.umn.edu/our-changing-climate/changing-temperature

MDH. (2020, January 23). *Summary of General Requirements for Manufactured Home Parks: Manufactured Home Parks and Recreational Camping Areas:Environmental Health—Minnesota Dept. Of Health*. Minnesota Department of Health. https://www.health.state.mn.us/communities/environment/mhprca/mhpgenreq.html

MDH. (2021, February). *Cold-related illness*. Minnesota Department of Health. https://data.web.health.state.mn.us/web/mndata/cold_related_illness#

MDH. (2024). *Heat-Related Illness: Hospitalizations*. Minnesota Public Health Data Access. https://data.web.health.state.mn.us/heat_hospitalizations

MDH. (2025). *Minnesota Extreme Heat Toolkit, Version 2.0*. Minnesota Department of Health. www.mn.gov/heat

MDH, & University of Minnesota, U.-S. (2019). *Heat Vulnerability in Minnesota*. https://maps.umn.edu/climatehealthtool/heat_app/index.html

Mills, D., Jones, R., Wobus, C., Ekstrom, J., Jantarasami, L., St. Juliana, A., & Crimmins, A. (2018). Projecting Age-Stratified Risk of Exposure to Inland Flooding and Wildfire Smoke in the United States under Two Climate Scenarios. *Environmental Health Perspectives*, *126*(4), 047007. https://doi.org/10.1289/EHP2594

Minnesota Supercomputing Institute. (2016). *Corn Contributes to Muggy Weather*. Minnesota Supercomputing Institute. https://www-archive.msi.umn.edu/news/corn-contributes-muggy-weather

MN DNR. (2019, January). *State Climatology Office: Average Annual Minnesota F2+ Tornadoes and Days with F2+ Tornadoes, by Decade*.

MN DNR. (2020). *Dams and Dam Safety*. MN Department of Natural Resources. https://www.dnr.state.mn.us/waters/surfacewater_section/damsafety/index.html

MN DNR. (2021). *Drought in Minnesota*. Drought in Minnesota. https://www.dnr.state.mn.us/climate/drought/index.html

MN DNR. (2024). *Climate Trends*. Minnesota Department of Natural Resources. https://www.dnr.state.mn.us/climate/climate_change_info/climate-trends.html

MN DNR. (2025a). *Climate trends*. Minnesota Department of Natural Resources. https://www.dnr.state.mn.us/climate/climate_change_info/climate-trends.html

MN DNR. (2025b). *Minnesota Climate Explorer*. Minnesota Climate Explorer Tool. https://climate-explorer.dnr.state.mn.us/main/historical

MN DNR. (2025c). *Wildfires Tracked by Minnesota DNR*. Minnesota DNR - Division of Forestry. https://gisdata.mn.gov/dataset/env-wildfires-tracked-by-mndnr

MN HSEM. (2019). *Minnesota State Hazard Mitigation Plan: Including Recommended Actions for Climate Change Adaptation*. https://dps.mn.gov/divisions/hsem/hazard-mitigation/

Moss, P. (2017). *Adapting to Climate Change in Minnesota*. https://www.pca.state.mn.us/sites/default/files/p-gen4-07c.pdf

MPCA. (2018, December 21). *Effects of climate change in Minnesota*. Minnesota Pollution Control Agency. https://www.pca.state.mn.us/air/effects-climate-change-minnesota

MPR News. (2024, July 5). *Rapidan Dam partial failure sent more than a century's worth of sediment pollution downstream*. MPR News. https://www.mprnews.org/story/2024/07/05/rapidan-dam-partial-failure-sent-more-than-a-centurys-worth-of-sediment-pollution-downstream

MRCC. (2021). *Cli-MATE: MRCC Application Tools Environment*. https://mrcc.purdue.edu/CLIMATE/

Multi-Hazard Mitigation Council. (2019). *Natural Hazard Mitigation Saves: 2019 Report* (p. 658). National Institute of Building Sciences. https://www.nibs.org/files/pdfs/NIBS_MMC_MitigationSaves_2019.pdf

National Interagency Fire Center. (2025). *InFORM Fire Occurrence Data Records* [Feature layer; Feature layer]. https://data-nifc.opendata.arcgis.com/datasets/nifc::inform-fire-occurrence-data-records/about

NCEI. (2024). *U.S. Billion-dollar Weather and Climate Disasters, 1980—Present (NCEI Accession 0209268)* [Dataset]. NOAA National Centers for Environmental Information. https://doi.org/10.25921/STKW-7W73

NCEI. (2025). *Storm Events Database*. National Centers for Environmental Information, NOAA, Storm Events Database. https://www.ncdc.noaa.gov/stormevents/

NDMC. (2025a). *NDMC Drought Impact Reporter Dashboard*. National Drought Mitigation Center. https://unldroughtcenter.maps.arcgis.com/apps/dashboards/46afe627bb60422f85944d70069c09cf

NDMC. (2025b). *United States Drought Monitor*. United States Drought Monitor. https://droughtmonitor.unl.edu/

Normand, A. (2019). *Dam Safety Overview and the Federal Role* (p. 18). Congressional Research Service. https://crsreports.congress.gov/product/pdf/R/R45981

NWS. (2020). *Storm Events Database*. NOAA National Centers For Environmental Information. https://www.ncdc.noaa.gov/stormevents/

NWS. (2025a). *NWS HeatRisk*. National Weather Service. https://www.wpc.ncep.noaa.gov/heatrisk/

NWS. (2025b). *Understanding Heat Alert*s. NOAA's National Weather Service. https://www.weather.gov/safety/heat-ww

Payton, E. A., Pinson, A. O., Asefa, T., Condon, L. E., Dupigny-Giroux, L.-A. L., Harding, B. L., Kiang, J., Lee, D. H., McAfee, S. A., Pflug, J. M., Rangwala, I., Tanana, H. J., & Wright, D. B. (2023). Water. In A. R. Crimmins, C. W. Avery, D. R. Easterling, K. E. Kunkel, B. C. Stewart, & T. K. Maycock (Eds.), *Fifth National Climate Assessment*. U.S. Global Change Research Program. https://doi.org/10.7930/NCA5.2023.CH4

Pielke, R. (2012, February 2). *Windstorm*. Encyclopedia Britannica. https://www.britannica.com/science/windstorm

Pohl, K. (2025, May 13). Extreme heat is not just an urban threat: The risk to rural communities. *Headwaters Economics*. https://headwaterseconomics.org/natural-hazards/extreme-heat-risk-to-rural-communities/

Radeloff, V. C., Helmers, D. P., Kramer, H. A., Mockrin, M. H., Alexandre, P. M., Bar Massada, A., Butsic, V., Hawbaker, T. J., Martinuzzi, S., Syphard, A. D., & Stewart, S. I. (2023). *The 1990-2020 wildland-urban interface of the conterminous United States—Geospatial data (4th Edition)* [Dataset]. Forest Service Research Data Archive. https://doi.org/10.2737/RDS-2015-0012-4

Radeloff, V. C., Helmers, D. P., Kramer, H. A., Mockrin, M. H., Alexandre, P. M., Bar-Massada, A., Butsic, V., Hawbaker, T. J., Martinuzzi, S., Syphard, A. D., & Stewart, S. I. (2018). Rapid growth of the US wildland-urban interface raises wildfire risk. *Proceedings of the National Academy of Science*s, *115*(13), 3314–3319.

Radeloff, V. C., Mockrin, M. H., & Helmers, D. (2023, August). *Mapping Change in the Wildland Urban Interface (WUI), 2000-2020, County Summary Statistic*s. http://silvis.forest.wisc.edu/data/wui-change/

Raiche, R. (2022). *Nowhere to Hide: Despite State Law, Mobile Home Residents Often Left Unprotected*. KSTP.Com 5 Eyewitness News. https://kstp.com/5-investigates/nowhere-to-hide-despite-state-law-mobile-home-residents-often-left-unprotected/

Runkle, J., Kunkel, K. E., Frankson, R., Easterling, D. R., & Champion, S. M. (2022). *Minnesota State Climate Summary 2022* (Nos. 150-MN; NOAA Technical Report NESDIS). NOAA NESDIS. https://statesummaries.ncics.org/chapter/mn

Samanta, A., & Wu, T. (2017). *Hail: The Hidden Risk. An analysis of property exposure to damaging hail in 2017* (p. 9). https://www.verisk.com/siteassets/media/campaigns/gated/underwriting/2017-hail-the-hidden-risk.pdf?__FormGuid=b105adc4-533b-41a0-8bc3-0eaa9c9d1e6d&__FormLanguage=en-US&__FormSubmissionId=e0a36676-fdfc-4904-b0f3-37284f4e41b3

Sepic, M. (2017). *In storm season, mobile home park tenants seek better shelter*. https://www.mprnews.org/story/2017/06/14/in-storm-season-mobile-home-park-tenants-seek-better-shelter

Steil, M. (2016, July 22). *Feeling sweaty, Minnesota? Blame the corn*. MPR News. https://www.mprnews.org/story/2016/07/22/feeling-sweaty-minnesota-blame-corn-crops

U.S. Energy Information Administration. (2023). *Highlights for air conditioning in U.S. homes by state, 2020*. Office of Energy Demand and Integrated Statistics.

https://www.eia.gov/consumption/residential/data/2020/state/pdf/State%20Air%20Conditioning.pdf

USACE. (2008, April). *National Inventory of Dams Methodology: State and Federal Agency Manual*. U.S. Army Corps of Engineers. https://files.nc.gov/ncdeq/Public%20Records%202/DEMLR/NIDmanual2008.pdf

USACE. (2024). *National Inventory of Dams*. U.S. Army Corps of Engineers. https://nid.sec.usace.army.mil/#/

USGCRP. (2018a). *Impacts, Risks, and Adaptation in the United States: Fourth National Climate Assessment: Vol. II*. U.S. Global Change Research Program. https://doi.org/10.7930/NCA4.2018

USGCRP. (2018b). *Impacts, Risks, and Adaptation in the United States: Fourth National Climate Assessment, Volume II* (p. 1515). U.S. Global Change Research Program. https://doi.org/10.7930/NCA4.2018

Wehner, M. J. (2017). *Droughts, floods, and wildfires*. https://science2017.globalchange.gov/chapter/8/

Williams, A., McDonogh-Wong, L., & Spengler, J. D. (2020). The Influence of Extreme Heat on Police and Fire Department Services in 23 U.S. Cities. *GeoHealth*, *4*(11), e2020GH000282. https://doi.org/10.1029/2020GH000282

Wilson, A. B., Baker, J. M., Ainsworth, E. A., Andresen, J., Austin, J. A., Dukes, J. S., Gibbons, E., Hoppe, B. O., LeDee, O. E., Noel, J., Roop, H. A., Smith, S. A., Todey, D. P., Wolf, R., & Wood, J. D. (2023). Midwest Chapter, Fifth National Climate Assessment. In A. R. Crimmins, C. W. Avery, D. R. Easterling, K. E. Kunkel, B. C. Stewart, & T. K. Maycock (Eds.), *Fifth National Climate Assessment*. U.S. Global Change Research Program. https://doi.org/10.7930/NCA5.2023.CH24

Ziter, C. D., Pedersen, E. J., Kucharik, C. J., & Turner, M. G. (2019). Scale-dependent interactions between tree canopy cover and impervious surfaces reduce daytime urban heat during summer. *Proceedings of the National Academy of Sciences*, *116*(15), 7575–7580. https://doi.org/10.1073/pnas.1817561116

Appendix B – Adopting Resolutions

Appendix C – Local Mitigation Survey Report

Crow Wing County
LOCAL MITIGATION SURVEY

As part of the Crow Wing County 2025 Hazard Mitigation Plan update, the **Local Mitigation Survey (LMS)** Form is used to gather jurisdictionally-specific information that is used to meet FEMA requirements and to support development of local mitigation actions.

Jurisdictions to Complete LMS:

This form is to be completed by representatives from **Crow Wing County** and the **cities of Baxter, Brainerd, Breezy Point, Crosby, Crosslake, Cuyuna, Deerwood, Emily, Fifty Lakes, Fort Ripley, Garrison, Ironton, Jenkins, Manhattan Beach, Nisswa, Pequot Lakes, Riverton, and Trommald.**

Additional stakeholders on the Crow Wing County HMP contact list are also invited to provide feedback to this form in the designated areas. (See "Other Stakeholders" section with each question).

LMS - Main Point of Contact (Name, Work Title, and Email)

Crow Wing County	Liz Gleason, Crow Wing County EM Coordinator, Liz.Gleason@crowwing.gov
City of Baxter	Matt Maier, Police Chief mmaier@baxtermn.gov
City of Brainerd	Tim Holmes, Fire Chief, City EM. tholmes@ci.brainerd.mn.us
City of Breezy Point	Brian Sandell, Police Chief brian@cityofbreezypointmn.us Joe Zierden, Public Works Supervisor jzierden@cityofbreezypointmn.us
City of Crosby	Michael Van Horn, Police Chief mike.vanhorn@cityofcrosby.com
City of Crosslake	Chip Lohmiller, chief1@crosslake.net
City of Cuyuna	Jesse Smith, Police Chief, jesse.smith@cuyunapd.org
City of Deerwood	Mike Bodle Fire Chief DFD Mbodle@graphicpkg.com,
City of Emily	Brian Foster, Maintenance Supervisor/Emergency Management Director maintenancesup@cityofemily.com
City of Fifty Lakes	Jesse Anderson Fire Chief, Chief1@fiftylakesmn.com
City of Fort Ripley	
City of Garrison	Corri Erickson, Fire Chief, firedepartment@cityofgarrison.com
City of Ironton	Jeff Thompson, Fire Chief, sales@buildalllumber.com
City of Jenkins	Krista Okerman, City Clerk-Treasurer, krista.okerman@cityofjenkins.com
City of Manhattan Beach	Barb Hanson, Pro Temp. Mayor
City of Nisswa	Kiki Lindbery, City Clerk, kiki@cityofnisswa.gov
City of Pequot Lakes	MIke Davis, Police Chief mdavis@pequotlakes-mn.gov
City of Riverton	
City of Trommald	Rob Geske Public Works, LOSTIN50S@MLECWB.NET Jeff Thompson - Fire Chief sales@buildalllumber.com
OTHER STAKEHOLDERS	Craig Schultz -Local MN DNR Forestry/Fire, craig.schultz@state.mn.us

Review: Prioritization of Hazards

During the Crow Wing County HMP Planning Team Meeting #1, participants determined the following natural hazards below to be of high, moderate, or low priority as they relate at a countywide level.

Hazards noted as high or moderate priority are considered to be of greatest risk and concern, reflecting the frequency of past events, the probability of future events, and the severity of impacts that can occur. Hazards listed as a low priority are considered to be of lower risk and concern, reflecting an infrequency of past events and/or occurring without significant impacts to local vulnerabilities.

Prioritization of Hazards for 2025 Crow Wing County Update

Natural Hazards	Current Priority
Wildfire	High
Winter Storms	High
Windstorms	High
Tornadoes	High
Flooding	Moderate
Hail	Moderate
Extreme Cold	Moderate
Drought	Moderate
Extreme Heat	Low
Lightning	Low
Landslides	Low
Dam/Levee Failure	Low

SURVEY QUESTIONS (1-15)

#1 - HAZARD IDENTIFICATION **Does the priority level listed for any of the hazards in the table above differ for your jurisdiction? If so, please describe how.**	
Crow Wing County	Agree
City of Baxter	Agree
City of Brainerd	Agree
City of Breezy Point	Agree
City of Crosby	Agree
City of Crosslake	Agree
City of Cuyuna	Agree
City of Deerwood	Agree
City of Emily	Agree
City of Fifty Lakes	Agree
City of Fort Ripley	
City of Garrison	Agree
City of Ironton	Agree
City of Jenkins	Agree
City of Manhattan Beach	Agree
City of Nisswa	Agree
City of Pequot Lakes	Agree
City of Riverton	
City of Trommald	Agree
OTHER STAKEHOLDERS	

#2 - LOCAL VULNERABILITIES **Describe any <u>specific</u> community assets (infrastructure, systems, or populations) that are susceptible to damage or loss from natural hazard events in your jurisdiction.** Consider how recent severe storms or other natural hazard events have caused damages or threatened life safety to people in your community. Please list the natural hazards and related local vulnerabilities separately.	
Crow Wing County	We have multiple campgrounds and resorts, mobile home parks, assisted living facilities, levy, above ground power lines, and below ground gas lines that are vulnerable to the impacts of severe storm events and flooding.
City of Baxter	We have several assisted living facilities, apartment complexes, multiple hotels, water and wastewater treatment, Day center for homeless population, 1 mobile home neighborhood, 3 schools, above ground power lines, and multiple neighborhoods without multiple ingress or egress access.
City of Brainerd	We have a hospital, water treatment plant, wastewater treatment plant, schools, several nursing homes and assisted living facilities, a campground, a dam, and mobile home parks that are vulnerable to the impacts of severe storm events and flooding.
City of Breezy Point	We have 3 campgrounds and resort guests that are vulnerable to the impacts of severe storm events and flooding.
City of Crosby	We have 2 campgrounds, 1 mobile home park that are vulnerable to the impacts of severe storm events and flooding.
City of Crosslake	We have 2 campgrounds, 3 mobile home parks, 2 dams that are vulnerable to the impacts of severe storm events and flooding.
City of Cuyuna	We have 1 campground, 2 Mountain Bike Trail Heads that are vulnerable to the impacts of severe storm events and flooding.
City of Deerwood	We have 1 mobile home park, 2-3 older elderly living facilities, Lack of storm shelter, a couple lift stations that are exposed to flooding, a couple older intersections that flood during heavy rains and snow melting, aging sirens for storm warning. The mobile home park is very old and run down and at high risk during cold weather and storms.
City of Emily	We have experienced power outages from strong wind events that brought down power lines. The City's Emergency Shelter (City Hall) does not have a generator to provide power during outages.
City of Fifty Lakes	We have one campground (200 users when full) and one trailer park association whose residents may look for shelter in severe weather. Our storm shelter is better than a camper or trailer, but can only house so many people. Judging by the year the shelter was built there are some concerns about the roof holding up to a tornado. Power outages also happen frequently in some areas during summer/winter storms from trees taking out overhead lines.
City of Fort Ripley	
City of Garrison	We have multiple campgrounds and mobile home parks, one mobile home park with 800+ sites (Aitkin County border). Our emergency shelter

	is located at City Hall, but is limited to the key holder's ability to get there to open it.
City of Ironton	We have multiple campgrounds and a couple larger apartments for the elderly/mobility impaired that are vulnerable to the impacts of severe storm events and flooding.
City of Jenkins	We are a small city with limited staff and financial resources. Our City Hall is considered an emergency shelter but has very limited space and no backup power supply or generator.
City of Manhattan Beach	We are a small city (population 57) with very limited financial and staff resources to address local mitigation projects.
City of Nisswa	Our city has multiple resorts/campgrounds along with an elementary school. We also have a large elderly population along with a large number of visitors frequenting the downtown area in the summer months. We do have our community center available as a storm shelter with limited space. Our city has several areas with old, large trees in residential areas making them a concern causing damage or injury during storms.
City of Pequot Lakes	We have 1 mobile home park, several apartment complexes, several assisted living facilities, a school, our emergency shelter is in the basement of the community center which has limited capacity, 3 over passes, 2 of which are over Hwy 371 (Co Rd 11 and the bike trail), 2 campgrounds, 1 resort, numerous communication towers, city water system, and several day care facilities.
City of Riverton	
City of Trommald	Some public areas with lots of downed trees from storms, created elevated wildfire possability and spread/intensity
OTHER STAKEHOLDERS	

#3 - REDUCTION IN VULNERABILITY **In the last 5 years, has your jurisdiction taken any actions to <u>reduce</u> vulnerability against future severe weather or disaster events? Please describe.**	
Crow Wing County	Removing deadfall in forested area to prevent and or reduce the spread of wildfires
City of Baxter	Removing deadfall in forested areas, FEMA participation, installation of generators at lift stations, Continuous improvements to local and regional stormwater basin, Continued investment to reduce vulnerability to sanitary conveyance system. A emergency warning siren was added to Forestview neighborhood in 2024 and will be adding another siren to Timberwood (West Industrial Park) in 2025
City of Brainerd	2020 Brainerd Public Utilities has upgraded Evergreen lift station including overhead power to underground, Installation of an on-site generator 1 foot over 100-year floodplain elevation, installation of new control building raised 1 foot over 100-year floodplain elevation, added

	10-inch side wall on wet well cover. Installed on-site generation to Southwest 6th street lift station. Tyrol and Buffalo Hills lift stations upgrades include controls, piping, and pumps to operate while submerged. 2025 budget included installation of on-site generators for Tyrol and Walnut and pine Lift stations.
City of Breezy Point	The city has maintained and updated lift stations; we have had small increase/improvements in storm water collection.
City of Crosby	We unlock City Hall to offer protection/shelter. City has a comprehensive plan to update roads/storm drains. Operational warning sirens.
City of Crosslake	In the past five years we have updated catch basins and storm sewer up the CSAH 66 corridor
City of Cuyuna	We open City Hall for storm shelter. We have 1 warning siren.
City of Deerwood	We open City Hall for Storm warning to offer protection/Shelter. We have done some storm and sewer reconstruction as funding was available and feasible. More needed with new funding. We continue to maintain warning sirens as we are able.
City of Emily	In 2018 MnDOT installed a storm sewer system with the reconstruction of State Highway 6. The City of Fifty Lakes purchased a tornado siren and installed it in a location that covers the northwest portion of Emily with financial assistance from the Emily Fire Relief Association.
City of Fifty Lakes	In 2024 we installed two new warning sirens in strategic locations to alert residences of severe weather. We make sure if there is severe weather coming to unlock the public storm shelter. The park has a new pavilion with some small areas that can hold some people as well during a severe storm.
City of Fort Ripley	
City of Garrison	Unsure.
City of Ironton	We have repaired one warning siren.
City of Jenkins	We have one warning siren located within our city.
City of Manhattan Beach	No actions taken. We are a very small community.
City of Nisswa	
City of Pequot Lakes	New developments have had power lines installed underground. We also had a generator installed at City Hall in case we would need to provide emergency shelter.
City of Riverton	
City of Trommald	We have one siren and have a generator to operate our water system pump if needed.
OTHER STAKEHOLDERS	

#4 – INCREASE IN VULNERABILITY **In the last 5 years, has your jurisdiction experienced an <u>increase</u> in new development? Has this new development created new vulnerabilities to natural hazards in your community? Please describe.**	
Crow Wing County	Generally, we have seen an increase population and construction across the county, but without any increase in vulnerability for natural hazard events.

City of Baxter	We have experienced rapid growth and construction in residential, commercial, office and industrial development. We have seen a 9% increase in population since 2020.
City of Brainerd	Brainerd has seen significant new single-family home development on its corporate boundaries, thus increasing new vulnerabilities to natural hazards. The Brainerd Oaks, Northtown, Serene Pines, and Delmar developments are now 95% built out. Most of the single-family home construction has occurred in the last 5 years. The development on our outer borders has a higher risk due to location in or near the WUI.
City of Breezy Point	The City of Breezy Point had Fairway Lane developed in the last ten years, yielding about 22 duplexes, the end of Chickasaw had some lots combined/rezoned yielding 4 duplexes, and Apple Lane was developed yielding 4 or 5 homes so far. We have also had redevelopment of existing sub-divisions.
City of Crosby	Increased (seasonal) population growth due the large influx of people using the mountain bike trail system.
City of Crosslake	We have continued to see a moderate increase of population. We feel we have been able to handle the moderate growth.
City of Cuyuna	Increased population growth due to the large mountain biking population.
City of Deerwood	Moderate Population Growth, Large increase in Bike trail activity resulting in increased traffic, area use and rescue needs.
City of Emily	Continued moderate increase of population
City of Fifty Lakes	There has been an increase in year-round occupancy vs. seasonal, which is still much less than our summer population.
City of Fort Ripley	
City of Garrison	Increase in population, also significant increase in seasonal population. Slow increase in development though a large resort is being built within city limits over the next few years.
City of Ironton	We have an increase in population due to the bike trails and REC Area
City of Jenkins	We have experienced an increase in development as well as and increase in seasonal (summer) population.
City of Manhattan Beach	No new homes or developments.
City of Nisswa	Our city is experiencing continual growth which is mainly residential and has increased significantly since 2020.
City of Pequot Lakes	Yes we have experienced an increase in new development which has caused us to increase infrastructure capacity.
City of Riverton	
City of Trommald	Maybe not population increase, but we have seen an increase in traffic/seasonal visitors.
OTHER STAKEHOLDERS	

#5 - PUBLIC OUTREACH

How does your jurisdiction share information with community members about severe weather events and personal preparedness? If this is not something that is currently done, how could it be done in the future?

Crow Wing County	Outdoor warning sirens, Everbridge, social media, county website, severe weather awareness week
City of Baxter	Storm sirens for dangerous weather warnings - will be looking at adding notification/information to city website and social media.
City of Brainerd	Outdoor warning sirens, Everbridge, social media, city website
City of Breezy Point	Outdoor warning sirens, social media.
City of Crosby	Outdoor warning sirens, social media.
City of Crosslake	The Everbridge QR code is printed and put at City Hall, Corp and Chamber. The fire department also places it on their webpage. We post information on our city website and Facebook.
City of Cuyuna	Emergency storm siren for dangerous weather.
City of Deerwood	Emergency Storm sirens for dangerous weather warnings
City of Emily	Storm sirens for dangerous weather warnings.
City of Fifty Lakes	We do share information on social media as well as our information boards near city hall. The sirens are tested monthly to ensure they are working.
City of Fort Ripley	
City of Garrison	Warning siren, Fire department social media
City of Ironton	Warning siren and media
City of Jenkins	Text alerts, city website, warning siren
City of Manhattan Beach	Not something currently done, Property owners are widespread in our city nothing to be done.
City of Nisswa	Warning sirens, city website and social media.
City of Pequot Lakes	Outdoor warning sirens, city website, social media, city hall bulletin board
City of Riverton	
City of Trommald	Our siren system and a call system if needed.
OTHER STAKEHOLDERS	

#6 - EMERGENCY NOTIFICATIONS **Does your jurisdiction encourage residents to sign up for the county's emergency notification system and/or a local emergency alert system? If yes, how? If this not something that is currently done, how could it be done in the future?**	
Crow Wing County	Posts have been made on social media and we have a community alerts program which is posted on the county's website
City of Baxter	nothing at this time - will be looking at posting on city website or social media
City of Brainerd	Yes, monthly council reports, website, social media
City of Breezy Point	Posting on city website or social media
City of Crosby	City website/Facebook page
City of Crosslake	The Everbridge QR code is printed and put at City Hall, Corp and Chamber. The fire department also places it on their webpage. We post information on our city website and Facebook.
City of Cuyuna	We plan to add a link on our city webpage.
City of Deerwood	We plan to add a link and information on the city bulletin boards and website to reach the county website information.
City of Emily	There is a link to CWC's Emergency Alert System on the City's website.

City of Fifty Lakes	There is a link to CWC's Emergency Alert System on the City's website and has been shared on the City's Facebook page.
City of Fort Ripley	
City of Garrison	Not currently, could distribute this information on social media
City of Ironton	We don't have anything right now.
City of Jenkins	We have a newly implemented text notification and a warning siren.
City of Manhattan Beach	Not currently done but could post on website.
City of Nisswa	We currently do not but it could be added to our website and posted on social media accounts.
City of Pequot Lakes	This is not something that we have done but we could post information on our website, Facebook and our bulletin boards. We have a link to the County website but not to sign up for the emergency notification system. We could add a separate link for that.
City of Riverton	
City of Trommald	Could mention this at council meetings.
OTHER STAKEHOLDERS	

#7 - BUILDING CODES **Has your jurisdiction adopted the Minnesota State Building Code? Please clearly answer yes or no and provide supporting detail. IF YES, please describe how it is enforced. IF NO, please describe if there are other building codes or permitting processes in place to reduce the risk to future development.**	
Crow Wing County	No. Crow Wing County has not adopted the State Building Code and does not issue building permits for incorporated municipalities within the county. For unincorporated areas within the county, land use requirements are governed by the specific provisions of the Crow Wing County Land Use Ordinance. The Land Use Ordinance requires a permit for the construction and placement of structures on property as well as additions and structural alterations to existing structures.
City of Baxter	Yes. It is enforced through our Community Development Dept. with Building Official
City of Brainerd	Yes, It is enforced through our Community Development Dept. with Building Official
City of Breezy Point	Yes. The State building code is enforced through our city Building Official. The State of Minnesota Building Code is included on the city's website under Planning & Zoning. Building permit application forms are also available on the website.
City of Crosby	Yes. The city contracts for code enforcement violations
City of Crosslake	No. The city does have a Land Use Permit Application (for residents) and a Commercial & Industrial Land Use Permit Application that must be submitted to and approved by our Planning and Zoning Department. All applicants must sign a form acknowledging they understand that they understand that according to Minnesota State Statute 326B.85, the State of Minnesota requires that all residential building contractors, remodelers and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements.

City of Cuyuna	No, the city does not adopt and enforce the MN State Building Code, but we do have Planning and Zoning Ordinances that we do enforce.
City of Deerwood	Yes, the city contracts out for code enforcement/inspections.
City of Emily	No. The city's Planning & Zoning Department requires Land Use Permits to be submitted and approved prior to beginning any construction or improvement projects.
City of Fifty Lakes	No. The city's Planning & Zoning Department requires Land Use Permits to be submitted and approved prior to beginning any construction or The City of Fifty Lakes does not enforce the Minnesota State Building Code, however, all State Licensed Contractors and property owners are responsible for complying with the State Building Code. For your protection, it is recommended that all property owners have new construction inspected and approved by a State Licensed Building Official. Improvement projects.
City of Fort Ripley	No, the city does not adopt and enforce the MN State Building Code, but we do have Planning and Zoning Ordinances that we do enforce.
City of Garrison	No. The city has a Land Use Permit Application that must be submitted to and approved by the city's Zoning Administrator.
City of Ironton	Yes. The city's building inspector enforces the MN State Building Code.
City of Jenkins	No, the city does not adopt and enforce the MN State Building Code, but we do have Planning and Zoning Ordinances that we do enforce.
City of Manhattan Beach	No, the city does not adopt and enforce the MN State Building Code, but we do have Planning and Zoning Ordinances that we do enforce.
City of Nisswa	No, the city does not adopt and enforce the MN State Building Code, but we do have local ordinances for land use regulation that we enforce.
City of Pequot Lakes	No, the city does not adopt and enforce the MN State Building Code, but we do have Planning and Zoning Ordinances that we do enforce.
City of Riverton	No, the city does not adopt and enforce the MN State Building Code. The city requires a building permit and any required supporting documents to the Riverton City Council for approval.
City of Trommald	Yes. We have our own Planning & Zoning Ordinances and it is noted in them that standard building codes for Minnesota shall be followed.
OTHER STAKEHOLDERS	

#8 - OTHER PLANS AND POLICIES **What other plans or policies does your jurisdiction have in place to help mitigate against the impacts of flooding and other natural hazards to future development? Please describe.**	
Crow Wing County	Crow Wing County has the following plans and policies in place that help to address hazard mitigation: 2024 CWC Community Wildfire Protection Plan (CWPP), 2004 Comprehensive Plan, CWC Highway Improvement Plan (2024-2028), Zoning Ordinance (amended 11/15/2024), Floodplain Ordinance (2024), Shoreland Ordinance (2024), Shoreline improvement plans, stormwater ordinance adoption, and stormwater improvement projects.

City of Baxter	Wellhead protection plan, comprehensive plan, 100-year stormwater plan, FEMA Ordinance, shoreland ordinance, long range transportation plan to reduce single entry points in neighborhoods
City of Brainerd	City has a Comprehensive Plan, Wellhead protection measures and acquired more land to protect wellheads
City of Breezy Point	The city's planning and zoning department administers shoreland and floodplain ordinances.
City of Crosby	We have WHP and enforce our land and zoning ordinances.
City of Crosslake	We replaced 3 sirens in 2024 and 3 sirens in 2025 after an inspection.
City of Cuyuna	We have a WHP and enforce our land and zoning ordinances
City of Deerwood	Warning sirens, Fire and Police traveling through town to send out warnings and help residents get to safety and be sure they are warned.
City of Emily	The city's planning and zoning department enforces our floodplain requirements, shoreland overlay, bluff land impact, and the City Code zoning requirements for new development. We have a 15-year Comprehensive Plan that is designed to plan physical growth of the city and appropriate land uses.
City of Fifty Lakes	Planning and zoning enforcement. For the Fire and Rescue Department our focus this year during Fifty Lakes Day will be public education and we an inform residences of the current storm shelters in the area.
City of Fort Ripley	Nothing. We are small city of 69.
City of Garrison	We have a floodplain ordinance that is enforced.
City of Ironton	We have a Comprehensive plan and City code for Planning & Zoning.
City of Jenkins	We have a Comprehensive plan and City code for Planning & Zoning.
City of Manhattan Beach	We have a Comprehensive plan as well as our city code for Planning & Zoning.
City of Nisswa	The city's planning and zoning department administers shoreland and floodplain ordinances.
City of Pequot Lakes	We have a Comprehensive Plan as well as our city code for Planning and Zoning. We also have a wellhead protection plan
City of Riverton	None
City of Trommald	We have a comprehensive plan that coordinates with our Ordinances.
OTHER STAKEHOLDERS	

#9 - ORGANIZATIONAL CAPACITY **What departmental staff or elected officials in your jurisdictional help to accomplish hazard mitigation in your community? Please describe.**	
Crow Wing County	All departments, Emergency management and the county's safety committee
City of Baxter	All departments, Police Chief is emergency manager
City of Brainerd	All departments Fire Chief is Emergency Manager
City of Breezy Point	All Departments. Our Public Works Dept. works on projects related to roads, storms, and flooding.
City of Crosby	Police Chief, is the current emergency manager along with help of Fire Chief and city staff.

City of Crosslake	Fire Chief is the city's designated Emergency Manager; we also have a Public Safety Committee. This is also brought to the attention of the City Council during our meetings if anything needs further appointment.
City of Cuyuna	Fire Chief is the current emergency manager, with assistance of the police.
City of Deerwood	Fire Chief is the current emergency manager and the Police Chief and his staff help during emergency activities.
City of Emily	Maintenance Supervisor is the Emergency Management Director
City of Fifty Lakes	Emergency Management and the Fire Department
City of Fort Ripley	Mayor and City Council.
City of Garrison	Mayor and City Council, Planning & Zoning Dept., Public Works Dept., and Fire Dept.
City of Ironton	Our Fire Chief, Public Works, Mayor, Council Members and City Clerk all work together.
City of Jenkins	Mayor, City Clerk-Treasurer. We have a contracted City Engineer and contract our police and fire services with the CIty of Pequot Lakes.
City of Manhattan Beach	Zoning Administrator, City Clerk and Mayor.
City of Nisswa	The Chief of Police is the designated Emergency Management Director. The city also has a fire department and public works department.
City of Pequot Lakes	The Police Chief, Fire Chief, Public Works Supervisor, City Administrator, Water/Wastewater Operations Manager, City Clerk, City Engineer, and the Zoning Administrator would be involved to help accomplish hazard mitigation in our community. The City Council would approve any plans that would come from this group.
City of Riverton	Mayor and City Council
City of Trommald	Public works and fire chief, Mayor, and City Council
OTHER STAKEHOLDERS	

#10 – PARTNERSHIPS **Are there any agencies, organizations, or businesses that your jurisdiction has worked with to address mitigation efforts in your community? Please describe.**	
Crow Wing County	Crow Wing County Emergency Management has continuous coordination with cities in the county to address hazards. The county also coordinates with local and regional agencies involved in mitigation and emergency response planning including SWCD, MN DNR, MnDOT, Rural and Municipal Electric Cooperatives, Watershed Districts, Public Health, American Red Cross, and Salvation Army. CWC Emergency Management also works closely with other county and tribal emergency managers in MN HSEM Region 2 on annual planning, training and exercise efforts.
City of Baxter	Members of the Minnesota Rural Water Association (MNRW), and Minnesota Municipal Utilities Association (MMUA) worked with Crow Wing County Soil and Water District, partners with the Nature Conservancy. Partners with Camp Ripley for open space property that borders the camp.
City of Brainerd	We are members of MnWarn, Minnesota Rural Water Association (MNRW), Minnesota Wastewater Operators Association (MWOA) and Minnesota Municipal Utilities Association (MMUA). The city is working

	with MnDOT to include multiple stormwater retention features to assist with reducing flood risk and increased flows to the Mississippi River as part of their upcoming Highway 210 Reconstruction project.
City of Breezy Point	The city is a member of MnWarn, Minnesota Rural Water Association (MNRW), Minnesota Wastewater Operators Association (MWOA) and Minnesota Municipal Utilities Association (MMUA).
City of Crosby	We are members of MnWarn, Minnesota Rural Water Association (MNRW), Minnesota Wastewater Operators Association (MWOA) and Minnesota Municipal Utilities Association (MMUA).
City of Crosslake	We are members of MnWarn, Minnesota Rural Water Association (MNRW), Minnesota Wastewater Operators Association (MWOA) and Minnesota Municipal Utilities Association (MMUA). We continue to use the Lion's Club assistance for cleanup efforts, MN DNR - along with Firewise and community outreach for fire education implementation and wildfire mitigation activities to reduce wildland fuel loads. Community outreach and education is being conducted by the Fire Department and to work with homeowners on defensible spaces.
City of Cuyuna	MRWA and MDH for well protection.
City of Deerwood	We have worked with the local schools on Fire prevention to help mitigate avoidable fire loss. We collaborate with the DNR on wildland fire prevention and education. Deerwood works with Soil and water to help reduce and avoid flooding issues.
City of Emily	We are a member of MnWARN (MN Water/Wastewater Agency Response Network).
City of Fifty Lakes	In 2024 Crow Wing County helped to install two new severe weather sirens in the city. We have also worked with Crow Wing County for Planning and Zoning.
City of Fort Ripley	None.
City of Garrison	None, we work with the county as needed.
City of Ironton	Minnesota Rural Water Association
City of Jenkins	CWC SWCD, MN DNR.
City of Manhattan Beach	No partnerships, we are a very small community. We would work with the county as needed.
City of Nisswa	We have worked with SWCD and the MN DNR.
City of Pequot Lakes	We have worked with the Soil & Water Conservation District, MN DNR and MN Rural Water and CWC for the warning siren.
City of Riverton	None.
City of Trommald	We work with the City of Ironton for fire and EMS services
OTHER STAKEHOLDERS	

#11 - PROGRAMS IN PLACE **What sort of programs does your jurisdiction participate in to help raise awareness and reduce risk from natural hazards in your community?**	
Crow Wing County	Crow Wing County Emergency Management participants annually in the NWS Severe Weather Awareness weeks in April and November each year. We also coordinate with the NWS to hold Skywarn weather spotter classes.

City of Baxter	Public Works Department clears City owned rights of way of debris.
City of Brainerd	Public Works Department clears City owned rights of way of debris. NWS Weather awareness weeks - information on social media. Social media posts throughout the year.
City of Breezy Point	Public Works Department clears City owned rights of way of debris. NWS Weather awareness weeks - information on social media. Social media posts throughout the year. Own and operate 2 storm sirens.
City of Crosby	Public Works Department clears City owned rights of way of debris.
City of Crosslake	Public Works department clears city owned right of ways of debris. The local school practices tornado drills on an annual basis. Annual Wildfire Prevention Event and National Night Out.
City of Cuyuna	Fire protection information shared at local schools
City of Deerwood	Fire prevention at the local schools, occasional demonstrations of fire/rescue scenarios with the schools and during community events to expand training for prevention.
City of Emily	Maintenance Department clears City owned rights of way of debris.
City of Fifty Lakes	The maintenance department in conjunction with the Fire Department (when needed) help each other clear roads during and after a storm to get the residences in and out of their homes.
City of Fort Ripley	Nothing.
City of Garrison	City Maintenance worker works to clear roads.
City of Ironton	Public Works Department clears City owned rights of way of debris.
City of Jenkins	We have a tornado siren.
City of Manhattan Beach	We really don't have one.
City of Nisswa	Nothing
City of Pequot Lakes	We do a yearly tornado and evacuation training. We have safety trainings through MMUA. Our school does safety trainings.
City of Riverton	
City of Trommald	Public works department clears roads and storm damaged areas.
OTHER STAKEHOLDERS	

#12 - FUNDING & OTHER RESOURCES **What funding sources are available to help your jurisdiction to accomplish implementation of mitigation activities? Please describe. Include internal local government funding as well as external funding sources (grant or loan sources from local, state, or federal agencies).**	
Crow Wing County	General budget, EMPG grants, Sourcewell grants
City of Baxter	General Budget, and CWPP gives us the ability to apply for federal mitigation grants if needed, various state and federal grants
City of Brainerd	General Budget; and CWPP gives us the ability to apply for federal mitigation grants if needed. Recently, the city partnered with SWCD to obtain CWA grant funding to address erosion issues in the Buffalo Hills Gully that were endangering homes and structures.
City of Breezy Point	General Budget, and CWPP gives us the ability to apply for federal mitigation grants if needed, various state and federal grants
City of Crosby	General budget

City of Crosslake	General Budget; and CWPP gives us the ability to apply for federal mitigation grants if needed.
City of Cuyuna	City general Budget
City of Deerwood	City general budget
City of Emily	General City Budget. Fire Relief Association donated funds to pay for the City's portion of the City of Fifty Lakes/Emily tornado siren installation for additional coverage in Emily.
City of Fifty Lakes	There is a public safety budget as well as grants from Sourcewell.
City of Fort Ripley	
City of Garrison	General budget
City of Ironton	We use our city's general budget.
City of Jenkins	We have a Capital Improvements Plan and budget for projects as needed.
City of Manhattan Beach	None
City of Nisswa	General Budget
City of Pequot Lakes	General Budget; and CWPP gives us the ability to apply for federal mitigation grants if needed. We budget annually for mitigation projects. We have received a grant from MN Dept Public Safety for storm clean up.
City of Riverton	City General Budget
City of Trommald	City General budget and water budget for water service issues.
OTHER STAKEHOLDERS	

#13 - LOCAL MITIGATION PROJECTS **Please describe what mitigation actions would help to reduce risk to your community from future natural hazard events. Please include mitigation activities that address local vulnerabilities that were identified in Question #2. Please be as specific as possible in your responses. The mitigation actions you identify will be used to develop your local mitigation action charts. If you have any mitigation projects you are aware that your jurisdiction will be seeking to apply for FEMA HMA Grant Program funding for, please make note of that.**	
Crow Wing County	Ongoing county highway dept to clear ROW near power lines to prevent power outages in storms Implement wildfire mitigation activities included in the 2024 CWC CWPP and apply for potential grant funding. Promote Firewise to communities Continue to encourage communities to sign up for Everbridge emergency notifications. Continue to provide EM support to local jurisdictions for emergency preparedness and implementation of local flood, wind, and wildfire mitigation activities.
City of Baxter	Repair/ upgrade sirens as they approach end of life,
City of Brainerd	Upgrade 2-3 Outdoor warning sirens, Wildland fire awareness - creating defensible spaces and WUI building code.

City of Breezy Point	Repair/ replace sirens as they approach end of life, encourage residents to sign up for the county's emergency notification system. Wildfire is not a high concern. It is hard for us to do much to mitigate wildfires as most property in the city is private property. It also helps that we are predominately mixed hardwood forest which is one of the lowest risk of wildfire forest types in MN.
City of Crosby	encourage residents to sign up for the county's emergency notification system.
City of Crosslake	FEMA HMA and Wildfire Defense Grant - for windstorms and removal of trees in the ROW's which prevents loss of power from overhead power lines and wildfires that can happen.
City of Cuyuna	encourage residents to sign up for the county's emergency notification system.
City of Deerwood	Having the funding to provide public storm shelters for the mobile home park and HUD housing, both currently do not have storm shelters in place.
City of Emily	Funding is needed to purchase a generator for the City's Emergency Storm Shelter (Emily City Hall). The City plans to apply for FEMA grant funds.
City of Fifty Lakes	Funding would be needed for a larger storm shelter to house up to 300+ people for an extended period (due to home loss) and a stronger roof system in event of a tornado. Informing the public about the shelters and what to do during a storm by both public education and posting the information.
City of Fort Ripley	
City of Garrison	Continue to improve delivery of emergency notifications and address areas that should have storm shelters. We have multiple campgrounds and mobile home parks, one mobile home park with 800+ sites (Aitkin County border). Our emergency shelter is located at City Hall, but is limited to the key holder's ability to get there to open it.
City of Ironton	Repair/ upgrade sirens as they approach end of life.
City of Jenkins	Encourage residents to sign up for text alerts.
City of Manhattan Beach	Encourage Property Owners to sign up for County notifications
City of Nisswa	Continue to improve delivery of emergency notifications and address areas that should have storm shelters. Also work to address old trees that can come down from storms and result in major damages.
City of Pequot Lakes	Ensure the sirens are up to date. We have worked with the DNR to do clean up in stormwater areas. We do enforce water restrictions if there is a drought. We post severe information on our website and Facebook. We use our city utility billing to notify residents of potential freezes 7 relating to cold weather and we have a list residents contact information in areas that are highly susceptible to freezes during cold weather.
City of Riverton	
City of Trommald	Encourage residents to clean up deadfall, possible prescribed burns? Encourage residents to sign up for the county's emergency notification system.

OTHER STAKEHOLDERS	

#14 - GAPS OR DEFICIENCIES **Please describe any specific gaps or deficiencies that are a barrier to implementing local mitigation measures.**	
Crow Wing County	Funding
City of Baxter	Funding
City of Brainerd	None
City of Breezy Point	None
City of Crosby	None
City of Crosslake	None
City of Cuyuna	small city with limited financial and staff resources to address local mitigation projects.
City of Deerwood	Funding is both the gap and deficiency.
City of Emily	Funding for purchase of a generator
City of Fifty Lakes	Funding and the location of a sufficient storm shelter project would be a large barrier.
City of Fort Ripley	
City of Garrison	Limited financial resources and staff
City of Ironton	Limited staff and financial resources.
City of Jenkins	Limited financial resources and city staff.
City of Manhattan Beach	We are a small city with limited financial and staff resources to address local mitigation projects.
City of Nisswa	Limited financial resources and staff
City of Pequot Lakes	We are a small city with limited financial and staff resources to address local mitigation projects.
City of Riverton	
City of Trommald	Limited staff and financial resources.
OTHER STAKEHOLDERS	

#15 - SURVEY PARTICIPANTS **Please list the names & titles of all persons that contributed information to this survey. Participant information is important to ensure good jurisdictional participation, and each person's time will count towards the 25% in-kind match requirement for the HMP update.**	
Crow Wing County	Liz Gleason, CWC EM Coordinator Clayton Bard, CWC EM Director Jory Danielson, CWC Administrative Services Director
City of Baxter	Matt Maier, Police Chief/City Em Brad Chapulis, City Administrator Josh Doty, Community Development Trevor Walter, Public Works Director
City of Brainerd	Tim Holmes, Fire Chief/ City EM Jessie Dehn, City Engineer James Kramvik, Community Development Director Charlie Gammon, BPU Water/ Wastewater Manager
City of Breezy Point	Brian Sandell, Police Chief

	Joe Zierden, Public Works Supervisor
City of Crosby	Michael Van Horn, Police Chief
City of Crosslake	Chip Lohmiller, Fire Chief Lori Conway, City Administrator Jory Danielson, Deputy Fire Chief
City of Cuyuna	Jesse Smith, Police Chief, Bill Bedard, Clerk-Treasurer
City of Deerwood	Mike Bodle, Fire Chief Lee Russell, City Administrator Patrick Radtke, Public Works
City of Emily	Brian Foster, Maintenance Supervisor/EM Director Cari Johnson, City Clerk/Treasurer
City of Fifty Lakes	Jesse Anderson, Fire Chief Ann Raph, City Clerk/Treasurer
City of Fort Ripley	
City of Garrison	Corri Erickson Fire Chief
City of Ironton	Jeff Thompson, Fire Chief Josh Jacobson, Mayor Emma Pratt, City Clerk/Treasurer
City of Jenkins	Andrew Rudlang, Mayor Krista Okerman, City Clerk-Treasurer Roger Olmscheid, Public Works Director
City of Manhattan Beach	Barb Hanson, Pro Temp. Mayor
City of Nisswa	Todd Szymanski, Police Sergeant Steven Timblin, City Planner
City of Pequot Lakes	Mike Davis, Police Chief Mike Schwankl Fire Chief Nick Roy, Public Works Supervisor Angie Duus, City Administrator
City of Riverton	
City of Trommald	Jeff Thompson - Fire Chief, Rob Geske, Public Works Joe Seelen, Public Works, Jim Hiller, Mayor
OTHER STAKEHOLDERS	

Appendix D – Plans & Programs in Place

Crow Wing County

HMP Plans & Programs in Place Form

EMERGENCY PLANNING CAPABILITIES	*Yes/No*	*Comments*
Emergency Notification System (please specify, i.e., CodeRED, Smart911, Everbridge, etc)	Yes	Everbridge
Outdoor Warning Sirens (please note locations and # per jurisdiction)	Yes	Baxter- 7 Brainerd- 5 Crosby- 2 Crosslake- 10 Deerwood- 2 Emily- 1 Fifty Lakes- 2 Garrison- 1 Ironton- 2 Jenkins- 1 Nisswa- 3 Pequot Lakes- 1 Platte Lake Township- 1 Mission Township- 1
Emergency Operations Plan (EOP)	Yes	EOP is updated annually
Mass Care Sheltering Plan / List of Shelter Facilities	Yes	Addressed in EOP and in coordination with local jurisdictions
Tornado Safe Rooms / Storm Shelters (please list any existing specific locations)	No	Addressed in coordination with schools & local jurisdictions with local vulnerabilities
NWS Weather Ready Nation / StormReady Certification	Yes	
Coordination with Schools	Yes	Tornado Drills, other trainings
Coordination with Neighboring Jurisdictions	Yes	Annual regional planning and training; statewide AMEM conference
Coordination with Local and Regional Agencies involved in mitigation	Yes	SWCD, MN DNR, MnDOT, Rural and Municipal Electric Cooperatives, Watershed Districts
Coordination with organizations or agencies addressing disaster related issues and vulnerable populations, emergency preparedness, access and functional needs populations (List as applicable)	Yes	Public Health, American Red Cross, Salvation Army

Past storm hazard data and information	Yes	Damage information is kept on file from past storm events and disaster declarations
Other (please describe)	Yes	Public Health has preparedness plans in place

PLANNING & REGULATORY CAPABILITIES	*Yes/No*	*Comments*
Comprehensive/Land Use Plan	Yes	2004
Capital Improvements Plan	Yes	2024
Economic Development Plan	Yes	Adopted 2024
Climate Adaptation Plan		No
Continuity of Operations Plan (COOP)	Yes	Crow Wing County Emergency Management
Transportation Plan	Yes	Crow Wing County Highway Dept. – Highway Improvement Plan, 2024-2028
Stormwater Management Plan / Drainage Plan	Yes	CWC Land Services
Burning Permits/Restrictions (i.e., identify if issued through Sheriff's Office or MN DNR)	Yes	MN DNR
Comprehensive Local Water Management Plan	Yes	CWC Land Services
Watershed Plan (One Watershed, One Plan)		CWC and Cass County partnered on Pine River 1W1P starting in 2019. CWC also participates in the Mississippi River Brainerd 1W1P
Wellhead Protection Plan		Municipal level plans are done in coordination with MDH
Forest Management Plan	Yes	CWC Land Services
Community Wildfire Protection Plan (CWPP)	Yes	CWC CWPP 2024 – available online
Participation in MN DNR Firewise Program	Yes	
Database of Dry Hydrants/Well Access	Yes	No Hydrant data/limited well access data
Other (please describe)		

LOCAL POLICY / PROGRAM CAPABILITIES	*Yes/No*	*Comments*
Land Use, Planning, & Zoning Ordinance	Yes	Ordinance amended 11/15/2024
Subdivision Ordinance	Yes	Adopted 8/8/2006
MN State Building Code Enforcement	No	
Participation in the National Flood Insurance Program (NFIP)	Yes	Adopted 1974
Adoption of Digital Flood Insurance Rate Maps	Yes	Adopted 8/15/2017
Floodplain Ordinance	Yes	Amended 2024
Shoreland Ordinance	Yes	Adopted 2024
Minnesota Buffer Law / Soil Erosion Ordinance	Yes	Enforced by Crow Wing County SWCD
Home Buyouts for flood or erosion mitigation	No	
Other natural hazard specific ordinances (i.e., stormwater, steep slope, wildfire)		
Maintenance programs to reduce risk	Yes	Highway Dept. ROW maintenance and drainage systems
Other (please describe)		

ADMINISTRATIVE/TECHNICAL CAPABILITIES	*Yes/No*	*Comments*
Emergency Management Director	Yes	CWC EMD
Sheriff/Police Department	Yes	CWC Sheriff/local municipalities
Floodplain Management Administrator	Yes	Zoning Administrator
Chief Building Official	Yes	CWC Land Services
Highway Engineer	Yes	CWC Highway
Mapping Specialist (GIS)	Yes	CWC IT
Public Health Coordinator/Department	Yes	CWC Community Services
Planning Commission	Yes	Land Services
Coordination with Soil and Water Conservation District	Yes	CWC SWCCD
Coordination with Minnesota Department of Natural Resources	Yes	
Mitigation Planning Committee	Yes	2025 HMP Update Planning Team of Stakeholders
Mutual Aid Agreements in place	Yes	Regional; MAA's also existing between local fire departments
Other (please describe)		

EDUCATION & OUTREACH CAPABILITIES	*Yes/No*	*Comments*
SKYWARN Program Training with NWS (annual training)	Yes	Held in coordination with the NWS
National Weather Service – Severe Weather Awareness Weeks	Yes	Emergency Management participates in coordination with HSEM and NWS each November and April
Promotion of NOAA Weather Radios	Yes	During NWS Severe Weather Weeks and Ongoing
Other (please describe)		

Appendix E – Past Mitigation Action Review Status Report

Crow Wing County

Past Mitigation Action Review Status Report

Following is a report on the status of mitigation actions related to natural hazards included in the Crow Wing County **2017** Hazard Mitigation Plan. This report covers the mitigation actions that were listed for implementation by Crow Wing County and by city jurisdictions or partner agencies, as applicable. The status of mitigation actions is defined as the following:

Completed – The action was a defined activity or project completed since the last plan update.

Ongoing – The action is continually being implemented and moving forward. Ongoing mitigation actions will be reviewed and revised as necessary for inclusion in the plan update.

Deleted – The action is deemed as not relevant and is not considered for inclusion in the plan update.

#	Hazard	Mitigation Action	2025 Status	Comments
1	All-Hazards	Work to ensure that all Crow Wing County residents are aware of and sign-up for the County's Emergency Warning System (EWS).	Ongoing	The CWC Emergency Management Program regularly promotes sign-up for the EWS system via the County EM Facebook Page and during in-person events. Cities also work to promote sign-up by local residents by sharing information on city websites and announcements at public meetings.
2	All-Hazards	Continue to upgrade and improve the County's Emergency Warning Systems.	Ongoing	Improvement to EWS system has been made with the ability to send alerts out via the county web page, Facebook, Twitter and IPAWS through our DLAN software. CWC continues to address advanced warning for areas of First Assessment District (unorganized area north of Brainerd/Baxter). To include upgrades and additional warning sirens.
3	All-Hazards	Continue to update the Crow Wing County Emergency Operation Plan and encourage cities to develop & update local-level EOPs.	Ongoing	Crow Wing County Emergency management is in the process of rewriting the EOP for the county.
4	All-Hazards	Ensure that the Crow Wing County Emergency Operations Center (EOC) and facilities designated as mass care shelters are prepared to be fully functional.	Ongoing	Crow Wing County completed a shelter training with the Red Cross and is in the process of reviewing current shelters and the mass care plan.

#	Hazard	Mitigation Action	2025 Status	Comments
5	All-Hazards	Promote education & awareness of severe weather and personal emergency preparedness for individuals, families, and businesses.	Ongoing	CWC Emergency Management participates annually in the National Weather Service's spring and winter Severe Weather Awareness Weeks in April and November. We provide posters, brochures, and material on severe storms to the media and to property owners. Social media is also used to distribute the information. Local cities are encouraged to participate and share this information through their own local channels such as Facebook and city websites.
6	Severe Winter Storms	Provide winter-specific preparedness information to homeowners and the public regarding personal safety precautions to protect life safety during severe winter storm events (i.e., blizzards, ice storms).	Ongoing	During Winter Weather Awareness week and throughout the winter CWC Emergency Management provides information on winter storm preparedness to residents, businesses, and to property owners (i.e., furnace inspections, emergency car kits, and safe winter driving techniques.) Social media, TV, radio and newspaper are used to distribute the information. Local cities are encouraged to help distribution information through their own channels.
7	Severe Winter Storms	Provide information to property owners on building materials and practices that increase structural safety, and increase energy conservation in cold weather conditions.	Ongoing	Homeowners are reminded to practice maintenance of their furnaces, and landowners with Individual Septic Treatment Systems are informed on ways to protect their systems from extreme cold.
8	Severe Winter Storms	Encourage the planting of "Living Snow Fences" (trees and other vegetation) or the placement of other snow fences along roadways to help prevent blowing and drifting snow onto key transportation routes.	Ongoing	The planting of trees and natural vegetation is encouraged in areas of new development to minimize large snow accumulation to adjacent roads. CWC Highway Dept. has identified areas on CSAH 1, CSAH 12, CSAH 21, CSAH 16 & CR 131 to install living snow fence to reduce drifting snow.

#	Hazard	Mitigation Action	2025 Status	Comments
9	Severe Winter Storms	Continue providing snow removal, salting, and sanding to minimize the impacts of snow accumulations on motorists.	Ongoing	This is a standing effort of the CWC Highway Dept. and local City Public Works.
10	Severe Winter & Summer Storms	Identify critical facilities or infrastructure that do not have back-up power in the event of a major power outage resulting from severe winter or summer storms.	Ongoing	Not all county & city government buildings and schools have back up power generators to ensure energy in the event of a severe power outage. CWC and each jurisdiction will work to identify their respective critical facilities that should have back up power.
11	Severe Winter & Summer Storms	Purchase and install generator hook-ups and encourage local generator purchases for identified critical facilities that require back-up power.	Ongoing	CWC, local city governments, and schools will evaluate feasibility to purchase and install generators for key facilities, and will do so as funding allows.
12	Severe Winter & Summer Storms	Work with rural electrical and municipal coops to identify and address mitigation measures for above ground power lines that are susceptible to damage from severe winter or summer storms in order to reduce potential power outages.	Ongoing	Loss of power due to extreme storm events in the County creates long outage times and costly repairs. There has been overhead power disruption in hard-hit areas of trees. There is a wind “tunnel” from Gull Lake in the Round Lake Area of CR 115. The County and cities will work with local utilities as needed. BCA studies will be conducted for potential project areas to see where underground wires are possible.
13	Severe Winter & Summer Storms	Promote inspection and trimming of trees that may pose risk to falling on power lines during severe storm events.	Ongoing	Tree management in the right-of-way of roads is addressed by our CWC Highway Dept. and/or City Public Works and Utility Companies.
14	Severe Winter & Summer Storms	Promote the use of NOAA weather radios as a key communications resource for residents, businesses, and facilities that house vulnerable populations (i.e., nursing homes, group homes, senior centers, and day care facilities).	Ongoing	This is an on-going effort of emergency management programs at the county and local city level. We promote weather radios through PSA’s, County Fair, National Night Out, NWS Severe Weather Awareness Weeks and through social media. CWC also continues to work with local vendors and State programs for rebates on NOAA Weather radios.

#	Hazard	Mitigation Action	2025 Status	Comments
15	Severe Summer Storms	Provide/participate in the National Weather Service's SkyWarn "Storm Spotter" training in various parts of the County for first responders and community residents.	Ongoing	Each year CWC Emergency Management Program works with the National Weather Service to provide this training to local fire departments and local community volunteers. We will continue to encourage more volunteers to become active in the severe storm spotters network. Local cities will continue to remain active in this program.
16	Severe Summer Storms	Identify areas where vulnerable populations are susceptible to tornadoes or extreme wind events (i.e. schools, campgrounds, or mobile home parks) and evaluate for construction or retrofit of safe rooms or storm shelters.	Ongoing	CWC Emergency Management continues to work with local cities that have experienced severe wind damage and recreational facilities on development of storm shelter areas. We are aware that there are two mobile home parks and the Crow Wing County Fairgrounds have been identified for having a need of a storm shelter or Safe Room.
17	Severe Summer Storms	Implement construction or retrofit projects for safe rooms or storm shelters in identified vulnerable locations.	Ongoing	Any community safe room projects that the County is involved in will be part of the CWC Emergency Management program. FEMA grant funding may be sought to support an eligible safe room project.
18	Severe Summer Storms	Ensure that plans are in place for mass care sheltering and designated shelter facilities are established throughout the County.	Ongoing	CWC EM is currently reviewing the mass shelter care plan and current sheltering sites. Crow Wing County has designated shelter facilities that have agreements with the American Red Cross. In addition, the Emergency Operations Plan (EOP) identifies potential shelter sites (primarily schools) for displaced or injured citizens. We encourage all cities to identify and designate community storm shelters.

#	Hazard	Mitigation Action	2025 Status	Comments
19	Severe Summer Storms	Encourage the owners of all manufactured home parks (MHPs) and multiple family dwellings to plan for and establish storm shelters.	Ongoing	The encouragement of the storm shelter construction in all MPHs throughout Crow Wing County and has been made. Almost all of the parks do have storm shelters with the exception of a few that we encourage to build. Due to the seasonal & low income tenant in the MHPs, the return on investment is not equal to the cost of installation. All MHPs are required by the MN Dept. of Health to have a storm shelter plan in place.
20	Severe Summer Storms	Work to improve the coverage of Doppler radar for Crow Wing County.	Ongoing	This is an ongoing effort of CWC Emergency Management. Due to the locations of the NWS radars from Crow Wing County, there is a gap and/or deficiency in the predicting our local weather. We experience delays in warnings given out and gaps in the timing of precipitation. CWC is currently in talks with Climavision and the city of Brainerd to install a local weather radar.
21	Severe Summer Storms	Continue to encourage the cities of Crow Wing County to become a NWS "StormReady" community and provide support to help communities accomplish the requirements for designation.	Ongoing	CWC Emergency Management works to encourage all cities to become Storm Ready communities.
22	Severe Summer Storms	Continue to install new or upgrade siren warning systems where needed in the County.	Ongoing	Crow Wing County has a system of emergency warning sirens throughout the county which are used to alert residents during severe wind events. New outdoor warning sirens have been installed throughout Crow Wing County in the communities of Baxter, Nisswa, Pequot Lakes, Breezy Point, Emily, Riverton, Ideal Township, and Fairfield Township. The County and cities will continue to address the maintenance, testing, and upgrade of warning sirens as needed. Multiple jurisdictions have added additional sirens.

#	Hazard	Mitigation Action	2025 Status	Comments
23	Severe Summer Storms	Encourage the State of Minnesota to enhance building codes to prevent damage from high winds, including for areas of new development.	Ongoing	Although building codes are not enforced by Crow Wing County and many local municipalities, property owners, builders, and developers should continue to be made aware that any construction, reconstruction, alteration, and repair of all structures in the county must be done in accordance with the Minnesota State Building Code. The County's Land Services Department can only issue a permit to the property owner or a state licensed contractor who is required to build to the State building code.
24	Severe Summer Storms	Recommend the use of windbreaks in all new development where natural or man-made windbreaks do not exist. Recommend a list of building materials capable of handling high winds in areas without natural windbreaks.	Ongoing	This sort of outreach is provided through the SWCD programs with landowners.
25	Severe Summer Storms	Conduct outreach to encourage property owners to take mitigation actions to protect property from severe wind damage.	Ongoing	During severe weather awareness week and throughout the summer we provide information on severe storms to the media and to property owners. Social media is also used to distribute the information and can be found on the CWC webpage. Property owners are encouraged to trim trees near buildings, remove dead and diseased trees, and keep their lakeshore property in a natural state.

#	Hazard	Mitigation Action	2025 Status	Comments
26	Extreme Temps (Heat/Cold)	Provide outreach & education to vulnerable populations in the community (i.e., senior citizens, young adults) on personal safety measures to take during periods of extreme heat / cold.	Ongoing	This is done as part of the NWS annual spring and winter severe weather awareness weeks. It is also done during actual periods of extreme temperatures. Information on staying safe during periods of extreme heat or cold is relayed to the public through channels such as Facebook, radio, and local newspapers. Emergency information is provided for emergency services offices and hospitals. All Schools work to educate students on the dangers of extreme heat and cold as well.
27	Flooding	Identify and improve potential and historical areas of road washout, and replace aging or failing bridges and culverts that are inadequate in order to reduce future flood damages.	Ongoing	Crow Wing County and local jurisdictions maintain an annual inventory of problem areas due to flooding and plan for projects based on priority and available funding. CW County Highway Dept. has identified flood prone problematic areas on CR 105, CR 128, CSAH 11, CR 132, CR 106 & CR 144. In addition there are bridges that are scour sensitive and pose a hazard risk during high water. CR 128 has a shoreline improvement plan to reduce the risk of water over the road and erosion of the roadbed during high water.
28	Flooding	Encourage municipalities to require the development of new storm sewer infrastructure capable of handling a ten-to-twenty-year rain event in areas of new development (i.e., new subdivisions) and adoption of a Stormwater ordinance regulating onsite stormwater management for new construction.	Ongoing	Facilitate adoption of stormwater ordinance through a series of workshops.

#	Hazard	Mitigation Action	2025 Status	Comments
29	Flooding	Develop stormwater management plans and improve stormwater management systems at the county and city level to address future high-impact rain events throughout the County.	Ongoing	The County will seek outside grant funding where possible to fund eligible stormwater improvement projects, such as through MPCA and FEMA HMA funding for flood reduction projects. Local jurisdictions will be responsible for development of local stormwater management plans and identification of priority projects. Baxter is in the process of adding a stormwater retention pond in an area that is prone to flooding to mitigate the risk of the surrounding residences and businesses.
30	Flooding	Ensure that wellhead protection plans are in place to address flooding that may lead to contaminated drinking water.	Ongoing	Cities work directly with the Minnesota Department of Health on the development or update of wellhead protection plans to ensure they meet State requirements.
31	Flooding	Adopt the 2017 updated floodplain maps for Crow Wing County and ensure the update of local ordinances.	Ongoing	Crow Wing County has new maps that will go effective 8/15/2017. Communities participating in the NFIP will update their ordinances and adopt the new maps (and make other updates).
32	Flooding	Address the need for a high high capacity pump at the Black Bear/Miller Lake to reduce flooding to surrounding roads, and ensure there is a levee emergency plan in place.	Ongoing	Currently Highway and Black Bear Lake Association have an agreement in place for a vendor to supply pumps when the water reaches a certain height at the levy.
33	Flooding	Keep culverts and drainage ditches free of debris to mitigate against over-the-road flooding.	Ongoing	The maintenance of culverts and drainage ditches is done through our CWC Highway Department and City Public Works. We also have Ditch 13 that flows from Lake Edward to North Long Lake. Local municipalities' public works work to monitor and address any problem areas for drainage at the local level.
34	Flooding	Restrict building in floodplain areas that consistently flood.	Ongoing	This action is the responsibility of the CWC Land Services Department and local city ordinances as per NFIP requirements.

#	Hazard	Mitigation Action	2025 Status	Comments
35	Flooding	Identify properties that experience damage from repetitive flooding, and work with property owners to buy out structures and turn into open-space.	Ongoing	This is an ongoing effort of Crow Wing County Land Services in conjunction with local jurisdictions that have experience repetitive flooding.
36	Flooding	Encourage individual landowners who live within floodplain areas to participate in the FEMA National Flood Insurance Program (NFIP).	Ongoing	This is an ongoing effort of Crow Wing County Land Services in conjunction with local jurisdictions that have experience repetitive flooding.
37	Flooding	Regularly patrol streams and rivers for beaver dams and remove problem dams to mitigate against localized flood issues.	Ongoing	Monitoring and removal of problem beaver dams is an annual action carried out by the CWC Land Services Dept., Crow Wing County Highway Dept. and local townships.
38	Flooding	Maintain sandbags and flood fighting equipment.	Ongoing	CWC maintains 10,000 sandbags and flood fighting equipment. Sandbags are stored at the CWC Highway garage.
39	Flooding	Provide public education on dangers of flash flooding (i.e. Promote “Turn Around, Don’t Drown” campaign).	Ongoing	During severe weather awareness week and throughout the summer CWC Emergency Management provides information on flash flooding to the media and to property owners. Social media is also used to distribute the information.
40	Flooding	Provide education and technical assistance to property owners on the application of green infrastructure methods to reduce localized flooding due to high rain events.	Ongoing	This task is done through our CWC Land Services Dept. as well as the SWCD. Possible green-infrastructure projects will be considered for eligible for FEMA HMA grant funding.
41	Wildfire	Work with the MN DNR to develop a Community Wildfire Protection Plan (CWPP) for high-risk wildfire areas of Crow Wing County.	Ongoing	CWC Emergency Management in partnership with local fire departments developed a CWPP with the MN DNR. In 2024 the CWP was approved and adopted by the CWC Board.
42	Wildfire	Work with MN DNR to conduct Level-1 wildfire risk assessments in areas with significant wildfire potential in the county, specifically around communities at risk.	Ongoing	Crow Wing County Fire Departments will continue to work with the MNDNR and communities in high-risk wildfire areas on this effort.

#	Hazard	Mitigation Action	2025 Status	Comments
43	Wildfire	Promote defensible space education and provide training for property owners that have properties at-risk for wildfire.	Ongoing	Crow Wing County Fire Departments will continue to work with the MNDNR and communities in high-risk wildfire areas on this effort. Public education is provided through CW Emergency Management, local Fire Departments and MNDNR. In 2024 a community education event was held at the Crosslake Fire Department.
44	Wildfire	Continue to enforce burning restrictions when necessary.	Ongoing	This action is done through local Fire Departments, MNDNR and Law Enforcement.
45	Wildfire	Continue to conduct controlled burns as necessary to prevent the spread of wildfires.	Ongoing	This action is done through local Fire Departments and MNDNR.
46	Wildfire	Ensure the strong coordination between local fire departments and associations as well as those from outside areas to provide fire protection, which will reduce the impact of wildfires.	Ongoing	This action is done through Cuyuna Range Fire Chief Association, Crow Wing County Fire Chiefs and MNDNR.
47	Wildfire	Promote positive forestry management techniques including the removal of dead, dry vegetation and trees which may ignite as a result of lightning or human related causes.	Ongoing	This action is done through Cuyuna Range Fire Chief Association, Crow Wing County Fire Chiefs, MNDNR, CWC Emergency Management and CWC Land Services Dept.
48	Wildfire	Evaluate areas in the county to install dry hydrants to support wildfire suppression.	Ongoing	CW County Emergency Management will work in coordination with local fire departments to review water access for fire suppression in rural areas. Where projects may be feasible we will seek to work in coordination with the MNDNR for dry hydrant projects.
49	Wildfire	Evaluate and implement defensible-space measures for homes and structures that are within forested, high-risk wildfire areas, such as installation of external wildfire sprinkler systems and fuels-reduction measures.	Ongoing	CW County Emergency Management will work in coordination with local fire departments and MN DNR Forestry to see where high risk areas in the County may benefit from specific mitigation measures such as sprinklers or wildland fuels reduction.

#	Hazard	Mitigation Action	2025 Status	Comments
50	Drought	Promote water conservation measures and fire safety awareness to residents during periods of drought. Enforce water conservation ordinances when needed (i.e., that prohibit watering lawns during drought).	Ongoing	Promoting water conservation during periods of drought is a standing effort of the County and local governments, as well as the USDA and FSA Office.
51	Drought	Work with farmers to encourage crop rotation and planting crops according to water needs.	Ongoing	This is a standing element of outreach to local agricultural landowners. SWCD and the NRCS.
52	Drought / Erosion	Provide education and awareness on landscaping practices to communities and private landowners to mitigate against the impacts of drought and erosion (i.e., installation of shelter belts, measure for shoreline / streambank stabilization, and tree plantings for shade).	Ongoing	This is a standing effort of the Crow Wing County Soil and Water Conservation District. SWCD conducts regular outreach and site visits to provide technical assistance to communities in practices to reduce the impacts of drought and erosion. CWC Land Services Dept. and MN Extension also provide technical assistance and information to the public.
53	Dam Failure	Continue to have contact and coordination with the Crosslake, Big Pine Rock, and Brainerd Public Utility's Hydro dam operators.	Ongoing	CWC Emergency Management and CWC Land Services Dept. maintain communication and coordination with the dam operators on the condition of dams and addressing any concerns during periods of high rain events. In addition, there is the Black Bear Levy in Tromald and the Crosslake Rock Dam.

Appendix F – Planning Team Meetings

Crow Wing County HMP Planning Team Meeting #1
1/22/25 Meeting Summary & Documentation

Synopsis: On January 22, 2025 Crow Wing County Emergency Management convened key county, city, and township representatives, as well as neighboring jurisdictions and other stakeholders to participate in the 1st Planning Team Meeting for the update of the Crow Wing County Hazard Mitigation Plan (HMP). The meeting was held via Zoom webinar video conference and was facilitated by Stacey Stark and Bonnie Hundrieser of the U-Spatial@UMD project team.

The purpose of the meeting was to present on the update of the Crow Wing County HMP update and gather stakeholder feedback on several key discussion items, including:

1) Prioritization of the natural hazards to be profiled in the plan,

2) Identification of local vulnerabilities (i.e., infrastructure and populations),

3) Ideas for local mitigation actions for implementation, and

4) Review of FEMA Hazard Mitigation Assistance grant funding opportunities.

Stakeholder Invitations: Crow Wing County Emergency Management invited all stakeholders included on the county's HMP Update Jurisdictional Contact List, which includes the key County Contacts, City Contacts, Township Contacts, Other Stakeholder Contacts, and Neighboring Jurisdiction Contacts identified to be invited to participate in the plan update process. Contacts were encouraged to engage additional staff or to send someone in their stead if they could not attend.

Presentation Overview: The Power Point presentation covered the following items:

- Welcome & Introductions
- Meeting Purpose & Agenda
- Overview of HMP Key Points
- Overview of Plan Content (Hazard Identification, Risk Assessment, Vulnerability Analysis, Update of Hazard Prioritization)
- Overview of Mitigation Actions and FEMA Grants
- Overview of Mitigation Strategies for the development of mitigation actions
- Discussion of ideas for local mitigation ideas
- Overview of Next Steps following Planning Team Meeting #1

Materials: The following meeting summary includes documentation of the stakeholders that participated in the meeting, poll results, questions or comments provided during the meeting, and information on the FEMA Hazard Mitigation Assistance Grant Program. A list of stakeholders invited to participate is also included. A copy of the meeting invitation and a handout of the Power Point presentation slides accompany this meeting summary.

To submit comments or questions regarding this meeting summary, please contact:
Liz Gleason, Crow Wing County Emergency Management Coordinator
Liz.Gleason@crowwing.gov

Meeting Participants

Following is a list of representatives that participated in Planning Team Meeting #1. These individuals will be considered as part the formal planning team recorded in Table 1. Hazard Mitigation (HMP) Team of the Crow Wing County HMP Update.

	Name	Organization	Job Title
1	Clayton Barg	Crow Wing County Sheriff's Office	Emergency Management Director
2	Liz Gleason	Crow Wing County Sheriff's Office	Emergency Management Coordinator
3	Tyler Ostman	Cuyuna Regional Medical Center	Director of Ambulance & Emergency Management
4	Ryan Franz	Pequot Lakes PD/Pequot Lakes Schools	Sergeant/School Liaison
5	Linda Danielson	Rabbit Lake Township	Clerk
6	Mark Olson	Long Lake Township	Supervisor
7	Tom Malloy	Long Lake Township	Supervisor
8	Michael McDaid	Pelican Township	Supervisor
9	Virginia Smart	Long Lake Township	Treasurer
10	Taylor Lesmeister	CWC Public Health	Public Health Educator
11	Jacklin Steege	CWC Public Health	Public Health Preparedness
12	Jason Walkowiak	CWC IT	Director
13	Jim Guida	St Mathias Township	Supervisor
14	Chip Lohmiller	Crosslake Fire	Chief
15	Jason Cline	CWC Emergency Management	Intern
16	Peter Grant	ISD 181	Superintendent
17	Kelvin McCuskey	HSEM	RPC
18	Tim Holmes	Brainerd Fire Department	Fire Chief/ EM
19	Kara Terry	Crow Wing County	Director
20	Mike Davis	Pequot Lakes Police Dept	Chief
21	Owen Fifield	American Red Cross Serving Northern and Central Minnesota	Community Disaster Program Manager
22	Mark Smith	Minnesota Pollution Control Agency	Environmental Emergency Responder
23	Mike Bodle	Deerwood Fire	Fire Chief
24	Gary Griffin	Crow Wing County	Land Services Director
25	Chad Emery	Cass County Sheriff's Office	Deputy Sheriff / Deputy Director Emergency Management
2	Giles Radtke	Pelican Township	Road Supervisor
2	Brian Berent	Crow Wing County	Highway Maintenance Manager
28	Jamie Skjeveland	Crosby-Ironton I.S.D. #182	Superintendent
29	Joseph Moore	NOAA/National Weather Service Duluth MN	Warning Coordination Meteorologist
30	ROBERT L SMITH	Jenkins Township	Supervisor
31	Jacob Frie	Minnesota DNR	Area Hydrologist
32	Lori Conway	City of Crosslake	City Administrator
33	Cory Brix	Mille Lacs Energy Cooperative	Construction and ROW Manager

34	Corri Erickson	Garrison Fire & Rescue	Fire Chief
35	Darcy Dwyer	Crow Wing County	Public Information Officer
36	Brian Sandell	Breezy Point Police Department	Chief
3	Patricia Gage	Nokay Township	Clerk
38	Nathan Hulinsky	Crow Wing Township	Township Supervisor
39	Sandra Youngblom	MN DNR-Brainerd Airtanker Base	Airtanker Base Manager
40	Jason Walkowiak	Crow Wing County	IT Director
41	Matt Maier	Baxter Police Department	Chief
42	Jamie Lee	Crow Wing County	Commissioner
43	Patrice Erickson	Aitkin County Sheriff Office	Dispatch Supervisor/Deputy Emergency Manager
44	Ann Espeseth	Mille Lacs Energy Cooperative	System Data Analyst
45	bill bedard	City of Cuyuna	Clerk/Treasurer
4	Joel Lemberg	MN DNR Forestry	Area Forest Supervisor
47	Melissa Barrick	Crow Wing SWCD	District Manager
48	James Norwood	Brainerd Lakes Regional Airport	ARFF / Operations
49	Maggi Wentler	City of Nisswa	Finance Specialist
50	Kiki Lindbery	City of Nisswa	City Clerk
51	Craig Wallace	Ideal Township	Clerk/Treasurer
52	Mark Bradley	50 Lakes fire department	Fireman
53	Aaron Sloth	Platte lake township	Supervisor
54	Gina Wieler	MN Direct Care and Treatment	Emergency Manager
55	John Davis	Brainerd Police Department	Police Chief
56	Anthony Runde	Brainerd Police Department	Deputy Chief
57	Josef Garcia	Breezy Point Police Department	Sergeant

Discussion Polls

The presentation included several polling questions to generate discussion and gather specific feedback from participants that would be used to support public outreach, identify local vulnerabilities, and determine the updated prioritization of hazards for inclusion in the plan. Following are the polling questions and participant responses.

POLL #1 (Slide 9, Who Participates)

Question 1 - How can you expand participation by the county residents, including vulnerable populations, in the planning process?

Brian Berent	Community groups such as first responder groups, civic groups, or other organizations.
Mike Bodle	My suggestion is to simply ask in a media release. Volunteers are obviously hard to come by.
Mike Davis	Get it out in newspapers or at city council and county board meetings to get the local population involved.
Jamie Lee	Involve the public housing entities as well as utilities local media outlets.
Ann Espeseth	Social Media

Owen Fifield	Feedback should be solicited in-person at hubs of community activity in a simple question/answer. It should be convenient and simple.
Anthony Runde	Invite key members from homeless and day shelters to attend and provide input (maybe they're already included?)
Kara Terry	Attend city council meetings and engage city leadership to help spread the word. Also, hold informational meetings in neighborhoods and offer food.
Corri Erickson	Utilize City/Fire Dept/Police Dept social media to survey residents
Jacob Frie	There are many Lake Associations in Crow Wing County - many are seasonal residents only and then leave in the winter and early-spring season. They have e-mails
John Davis	County representatives meet in person with nursing home and assisted living individuals.
JOSEF GARCIA	The use of public planning workshops or community listening sessions/meetings.
Chad Emery	Township Officers
Joseph Moore	Soliciting input at local township board meetings.
Darcy Dwyer	Work with Community Services staff that work closely with this population to get some feedback.
Giles Radtke	Besides requesting 1 supervisor from every township to attend I am not sure what else
Matt Maier	Engage in town hall / city / township meetings
Patrice Erickson	social media, newspaper, flyers in utility bills, local radio

Question 2 - Is there someone (or an organization) missing from this planning team who you think should be involved with the Hazard Mitigation Plan Development?

Tim Holmes	Bridges of Hope
Brian Berent	Are all utility groups within the county such as pipeline and long-range communication companies involved?
Mike Davis	I think churches should be involved in this.
Jamie Lee	Local churches as they will be the first to open their doors to the community as needed.
Ann Espeseth	None at this time
Owen Fifield	Not that I am aware.
Melissa Barrick	private landowners
Kara Terry	I think we have a good representation currently
ROBERT L SMITH	don't know
Corri Erickson	Not at this time
John Davis	Brainerd Public Utilities Director, Chris Evans
JOSEF GARCIA	Not knowing exactly who has been invited, perhaps members of large community organizations with significant representation such as Lutheran Social Services, Boy Scouts of America, Elks camp, etc.
Chad Emery	Not sure how many township officials are attending. But their input is valuable.

Giles Radtke	Include all major utilities like MN Power, Xcel, CTC, Spectrum, Any phone, power and gas providers. Storm damage to communication power and gas lines are all important.

POLL #2, Slide 13 (Plan Content – Vulnerability Analysis)

Question 1 - Are there any factors in your community that may have increased the community's vulnerability? (please identify community)

Peter Grant	Increase in shuttered homes and businesses.	Brainerd Baxter
Joel Lemberg	Recent longer periods of drought. A lot of new development.	countywide
Brian Berent	Droughts have been an issue within the county in the past few years. Large number of development both commercial and residential.	countywide
Mike Bodle	Aging housing for elderly. 2-3 locations	City of Deerwood
Mike Davis	infrastructure of sewage lines for our city, power substations getting damages by storms	Pequot Lakes
Jamie Lee	Our homeless community is increasing and they are moving away from urban areas to more secluded public land.	Trommald area.
Anthony Runde	Unhoused	Brainerd
Owen Fifield	Extreme fluctuations in heat, cold, precipitation and other factors due to climate change.	countywide
Melissa Barrick	Tree diseases such as Ash bore. Dead timber in many private woodlands lots that is fire concern. Storm damage over the years has created a lot of down timber with little mitigation.	Brainerd and the Whitefish area and Crosslake.
Kara Terry	We do have community development throughout the county and we also have an increased unhoused population. Cities and townships have aging infrastructure and little budget to fix.	Crow Wing County as a whole
ROBERT L SMITH	Development	Jenkins Township
Corri Erickson	COVID led to a significant increase in our seasonal population	Garrison area
Jacob Frie	Recent droughts (past 3 years have been particularly dry)	Brainerd and Crosslake
John Davis	Increased homeless population	City of Brainerd
JOSEF GARCIA	For sure our areas have seen increased development. there has also been a noticeable increase in unhoused populations.	Breezy Point
Giles Radtke	Not in Pelican Township	Pelican Township
Matt Maier	Many new apartment complexes that have been built since the last Plan review was completed. We also have had a large increase	City of Baxter

	of homelessness in the area due to a "day center" that was established	

Question 2 - Are there specific areas of concern in your community that you would consider to be more highly vulnerable to damages or danger resulting from future natural hazard events? (please identify community)

Brian Berent	Growth in the county has added population to the infrastructure. Also increased traffic volumes in the area during the summer season.	County in general
Mike Bodle	We have a trailer park that is run down and over populated.	City of Deerwood
Mike Davis	same as above	Pequot Lakes
Jamie Lee	Tornadoes are common across our county.	Trommald area.
Anthony Runde	Mississippi River landing area	Brainerd
Melissa Barrick	Floodplain of the Mississippi river. Areas that tornado went through last year.	Brainerd and the Whitefish area and Crosslake.
Kara Terry	Unhoused population, elderly and disabled, those who are not financially stable.	Crow Wing County as a whole
ROBERT L SMITH	Water quality	Jenkins Township
Corri Erickson	Mille Lacs Band tribal area just south of the Crow Wing County border	Garrison area
Jacob Frie	Brainerd public utilities dam, Crosslake Corps of Engineers Dam - they are still structurally good, but if "blown out" could be catastrophic	Brainerd and Crosslake
John Davis	Hospital	City of Brainerd
JOSEF GARCIA	For us, I believe the biggest areas of concern are our seasonal campgrounds, numbers of people participating in outdoor activities.	Breezy Point
Brian Sandell	Campgrounds	Breezy Point
Giles Radtke	Fire danger since we have lots of trees or wind damage from trees	Pelican Township

POLL #3 (Slide 17) Crow Wing County 2025 Update of Hazard Prioritization

Meeting participants ranked each of the natural hazards listed below as what they felt was a high, moderate, or low hazard priority to include in the plan update.

Which of the following hazards would you consider HIGH priority in your county?

Windstorms	26
Tornadoes	24
Wildfire	18
Winter Storms	13
Extreme Cold	11
Hail Storms	9

Flood	8
Drought	8
Extreme Heat	7
Lightning	5
Dam/Levee Failure	4
Landslides	0
Land Subsidence	0

Would you consider any of the hazards below low risk, low priority, or not applicable in your county?

Tornadoes	0
Winter Storms	0
Wildfire	1
Flood	1
Windstorms	1
Hail Storms	1
Extreme Cold	2
Extreme Heat	5
Lightning	5
Drought	6
Dam/Levee Failure	10
Landslides	24
Land Subsidence	22

Crow Wing County 2025 Prioritization of Hazards

The chart below reflects the planning team's updated prioritization of hazards that will be included in the Crow Wing County 2025 HMP Update.

HAZARD	Crow Wing County 2025
Wildfire	High
Winter Storms	High
Windstorms	High
Tornadoes	High
Flooding	Moderate
Hail	Moderate
Extreme Cold	Moderate
Drought	Moderate
Extreme Heat	Low
Lightning	Low
Landslides	Low
Land Subsidence	Low (N/A)
Dam/Levee Failure	Low

Other Comments or Questions

Following are additional comments or questions addressed during the planning team meeting and responses from meeting presenters:

Clayton Barg - Fire danger is considered higher due to less snowfall and dry spring + wind storms that bring down trees. We would want to keep wildfire as a high priority hazard in our plan.

Participant question – Do you consider invasive species as a natural hazard?

> Stacey Stark – the term "natural hazard" is a bit misleading. The plan does not cover invasive species as a natural hazard. FEMA is looking to mitigate against damages to structure and life safety from hazards. It is not something that FEMA has funding programs to address. However, with that said, it is important to note that other sorts of plans may address this concern.
>
> Clayton Bark - The CWPP does mitigation for areas of downed trees and brush etc.

Peter Grant - With the road construction projects, in the immediate future and 2028 of HWY 210 and 371, are plans being made to address potential evacuations of the areas impacted by these projects? How would the new mitigation plan be impacted by these?

> Bonnie Hundrieser - Good question. The HMP would not be addressing the details of evacuation routes since that is a function of emergency response planning. The Crow Wing County Emergency Operations Plan includes plans and procedures for evacuation in coordination with local law enforcement and EMS based on the emergency at hand and affected areas. So those evacuation route concerns for those roads in question would be a discussion to have with CWC Emergency Management and other local emergency managers.

Melissa Barrick – The CWC SWCD has a lot of funding for the green infrastructure realm of things. Is there a way to capture that?

> Bonnie Hundrieser – Yes. If there are related mitigation projects that fall into the realm of green infrastructure, we would work to include information if the CWC SWCD was a project partner or had possible funding to support those project efforts.

Kelvin McCuskey – Made a comment regarding the difference between FEMA post-disaster funding (Public Assistance) and FEMA HMA grant funding. Public Assistance (Section 406 funding) helps communities with repairs to damaged infrastructure back to the status prior to the disaster. FEMA Section 404 grant funding programs are totally different – these funds are tied to the requirement to have a hazard mitigation plan in place.

Clayton Barg – Had a few questions if certain types of projects could be eligible for FEMA HMA grant funding (related to private property owner efforts).

> Bonnie Hundrieser – Responded that these sorts of projects would not be the sort that would be eligible for FEMA grant funding. FEMA has defined categories of certain types of projects that may be eligible to apply for. It is recommended for anyone who may be interested in potential FEMA grant funding to carefully review the FEMA HMA grant funding guidance (see below).

FEMA HMA Grant Funding:

As part of the planning team meeting, participants were informed that having a FEMA-approved Hazard Mitigation Plan in place is a requirement in order to apply for FEMA Hazard Mitigation Assistance Grant Programs. Examples of eligible projects were reviewed for participants to consider for potential inclusion in their local mitigation action charts, as applicable. It was noted that representatives from the county, local governments, and other stakeholder agencies/organizations must have documented participation in the planning process in order to formally adopt the plan and be eligible to apply for future FEMA HMA grants.

To learn more about FEMA's HMA grant programs, please review the following:
FEMA Mitigation Assistance Program and Policy Guide, Effective July 30, 2024
At a glance info: See Table 4, Eligible Activities by Program (page 43)

CROW WING COUNTY HMP JURISDICTIONAL CONTACT LIST

Following is a list of the stakeholders that received an invitation to participate in Planning Team Mtg. #1 and will receive the meeting summary.

To submit suggested additions to this contact list, please contact Crow Wing County Emergency Management and provide the name of the jurisdiction, agency, or organization along with the person's full name, work title, and email address.

REPRESENTATION	NAME	TITLE
Crow Wing County Emergency Management	Clayton Barg	Emergency Management Director
Crow Wing Sheriff's Office	Eric Klang	County Sheriff
Crow Wing County Administration	Deborah Erickson	County Administrator
Crow Wing County Highway Department	Timothy Bray	County Engineer
Crow Wing County Highway Department	Robert Hall	Assistant County Engineer
Crow Wing County Land Services	Gary Griffin	Land Services Director
Crow Wing County Land Services	Maggie Young	GIS Specialist
Crow Wing County Community Services	Kara Terry	Community Services Director
Crow Wing County Community Services	Jacklin Steege	PHEP Coordinator
Crow Wing County Emvionmental Services Supervisor	Tom Strack	Environmental Services Supervisor
Crow Wing County IT Manager	Jason Walkowiak	IT Manager
Crow Wing County Information Technology	Nate Rose	GIS Coordinator
Crow Wing County Public Information Officer	Darcy Dwyer	Public Information Officer
Crow Wing County Board of Commissioners	Paul Koering	District 1 Commissioner
Crow Wing County Board of Commissioners	Jon Lubke	District 2 Commissioner/Chair
Crow Wing County Board of Commissioners	Steve Barrows	District 3 Commissiner/Vice Chair
Crow Wing County Board of Commissioners	Rosemary Franzen	District 4 Commissioner
Crow Wing County Board of Commissioners	Jamie Lee	District 5 Commissioner
Crow Wing County Board of Commissioners	Doug Houge	District 5 Commissioner
City of Baxter	Bradley Chapulis	City Clerk
City of Baxter	Matt Maier	Police Chief
City of Brainerd	Patrick Wussow	City Clerk
City of Brainerd	Nick Broyles	City Administrator
City of Brainerd	John Davis	Police Chief
City of Brainerd	Tim Holmes	Fire Chief
City of Breezy Point	David Chanski	City Clerk

City of Breezy Point	Brian Sandell	Police Chief
Crooked Lake Fire Department	Nick Usherwood	Fire Chief
City of Crosby	Trish Herren	City Administrator
City of Crosby	Matthew Hill	City Clerk
City of Crosby	Mike VanHorn	Police Chief
City of Crosby	Shayne Jacobs	Fire Chief
City of Crosslake	Char Nelson	City Clerk
City of Crosslake	Jake Maier	Police Chief
City of Crosslake	Chip Lohmiller	Fire Chief
City of Cuyuna	Bill Bedard	City Clerk
City of Cuyuna	Jesse Smith	Police Chief
City of Cuyuna	Karl Hasskamp	Fire Chief
City of Deerwood	Lee Russell	City Clerk
City of Deerwood	Michael Bondle	Fire Chief
City of Emily	Cari Johnson	City Clerk
City of Emily	Mark Taylor	Police Chief
City of Emily	Chad Genz	Fire Chief
City of Fifty Lakes	Ann M. Raph	City Clerk
City of Fifty Lakes	Jesse Anderson	Fire Chief
City of Fort Ripley	Sherry Chisholm	City Clerk
City of Garrison	Jeff Turk	City Clerk
City of Garrison	Cori Erickson	Fire Chief
City of Ironton	Emma Pratt	City Clerk
City of Ironton	Jeff Thompson	Fire Chief
Ideal Fire Department	J. Craig Wallace	Fire Chief
City of Jenkins	Cassandra Delougherty	Deputy City Clerk
City of Jenkins	Krista A. Okerman	City Clerk
City of Manhattan Beach	Marlene Yurek	City Clerk
Mission Fire Department	Chad Allord	Fire Chief
City of Nisswa	Kiki Lindbery	City Clerk
City of Nisswa	Jenny Max	City Administrator
City of Nisswa	Craig Taylor	Police Chief
City of Nisswa	Shawn Bailey	Fire Chief
City of Pequot Lakes	Angie Duus	City Clerk
City of Pequot Lakes	Mike Davis	Police Chief
City of Pequot Lakes	Mike Schwankl	Fire Chief
City of Riverton	Alexandra Booth	City Clerk
City of Trommald	Mona R. Geske	City Clerk
Bay Lake Township	Carol Pundt	Clerk
Center Township	Coralea Borden	Clerk
Crow Wing Township	Sue Kern	Clerk
Daggett Brook Township	Gretchen Nelson,	Clerk
Deerwood Township	Carol Pundt	Clerk
Fairfield Township	Marianne Auge	Clerk

Fort Ripley Township	Megan Lieser	Clerk
Gail Lake Township	Cathy Erickson	Clerk
Garrison Township	Amy Mickelson	Clerk
Ideal Township	Craig Wallace	Clerk
Ideal Fire	Luke Hanson	Fire Chief
Irondale Township	Angela Fort	Clerk
Jenkins Township	Jim Olsen	Clerk
Lake Edward Township	Loni Burnard	Clerk
Little Pine Township	Abra Hawley	Clerk
Long Lake Township	Patsy Olson	Clerk
Maple Grove Township	Norene Warta	Clerk
Mission Township	Anna Anderson	Clerk
Nokay Lake Township	Alan Cunningham	Clerk
Oak Lawn Township	Deb Borg	Clerk
Pelican Township	Linda Benson	Clerk
Perry Lake Township	Sherry Habighorst	Clerk
Platte Lake Township	Robert Dambowy	Clerk
Rabbit Lake Township	Linda Danielson	Clerk
Roosevelt Township	Breanna Cielinski,	Clerk
Ross Lake Township	Casey Tscheu	Clerk
Saint Mathias Township	Cassey Veith	Clerk
Timothy Township	Avalon (Loni) Porta	Clerk
Wolford Township	Kimberly Marquart	Clerk
LOCAL & REGIONAL AGENCIES INVOLVED IN HAZARD MITIGATION		
MN HSEM	Kelvin McCuskey	Region 2 Regional Program Coordinator
Crow Wing Soil & Water Conservation District	Melissa Barrick	District Manager
MN DNR Ecological and Water Resources Division	Jacob Frie	Area Hydrologist
MnDOT District 3A	Mike Ginnaty	District Engineer
MN DNR Firewise	Laura Murphy	NE MN Firewise Specialist
MN DNR Fire Division of Forestry	Craig Schultz	Backus Area Fire Program
MN DNR Wildland Aviation, Division of Forestry	Sandra Youngblom	Airtanker Base Manager, Brainerd Tanker Base
MN DNR Crow Wing State Park		Park Manager
National Weather Service - Duluth Office	Joseph Moore	Meteorologist
Minnesota Pollution Control Agency (MPCA)	Mark Smith	Environmental Specialist
Brainerd Airport	Kassandra Loftus	Deputy Director
Brainerd Airport	Steve Wright	Director
BUSINESSES, ACADEMIA, AND OTHER PRIVATE ORGS.		
Brainerd Public School District	Peter Grant	Superintendent (interim)

Pequot Lakes Public Schools	Kurt Stumpf	Superintendent
Crosby-Ironton Public School District	Jamie Skjeveland	Superintendent
Essentia Health-St. Joseph's Medical Center (Brainerd)	Ashley Auge	Trauma Program Coordinator
Cuyuna Regional Medical Center	Dan Hoffard	CRMC
Crow Wing Power	Eric Quale	Crow Wing Power
Mille Lacs Energy Cooperative	Ann Espeseth	Mille Lacs Enercy
Mille Lacs Energy Cooperative		Mille Lacs Enercy
NONPROFIT ORGS/COMMUNITY-BASED ORGS THAT WORK WITH UNDERSERVED COMMUNITIES AND SOCIALLY VULNERABLE POPULATIONS		
MN Dept of Humand Services - Direct Care & Treatment	Gina Wieler	Emergency Manager
MN Dept of Humand Services - Direct Care & Treatment	Joel Nelson's	Direct Care and Treaatment
American Red Cross	Owen Fifield	Disaster Program Manager
Salvation Army	Capt. Jeff Curran	Regional Contact
Brainerd Community Action		Executive Director
NEIGHBORING JURISDICTIONS		
Cass County Emergency Management	Chad Emery	Emergency Management Deputy Director
Aitkin County Emergency Management	Dan Guida	Sheriff / EM Director
Aitkin County Emergency Management Deputy	Patice Erickson	Deputy EM
Mille Lacs County Emergency Management	Andy Beckstrom	Emergency Management Director
Morrison County Emergency Management	Victoria MacKissock	EM Deputy Director
Mille Lacs Band of Ojibwe	Monte Fronk	Emergency Management Director

From:	Liz Gleason
To:	Clayton Barg; coadmin; coadmin; Tim Bray; Rob Hall; Gary Griffin; Maggie Young; Kara Terry; Jacklin Steege; Tom Strack; Jason Walkowiak; Nate Rose; Darcy Dwyer; Paul Koering; Jon Lubke; Steve Barrows; Rosemary Franzen; Doug Houge; Bradley Chapulis; Matt Maier; admin@ci.brainerd.mn.us; nbroyles@ci.brainerd.mn.us; John Davis; Tim Holmes; cityadmin@cityofbreezypointmn.us; Brian Sandell; Crookedlakefire@gmail.com; Matthew Hill; Mike Vanhorn; Jay DeCent; Char Nelson; jake.maier@crosslake.net; Chip Lohmiller; Bill Bedard; Jesse Smith; Karl Hasskamp; Lee Russell; Michael Bodle; clerk@emily.net; Mark Taylor; Chad Genz; clerk@fiftylakesmn.com; andyhemphill@hotmail.com; chisholm1269@gmail.com; cityclerk@cityofgarrison.com; firedepartment@cityofgarrison.com; Amanda Meyer; Craig Wallace; cassandra.delougherty@cityofjenkins.com; Krista Okerman; Marlene Yurek; chief1@missiontownship.org; kiki@ci.nisswa.mn.us; jmax@cityofnisswa.gov; craig@nisswapolice.com; shawn@gulllakemgmt.com; aduus@pequotlakes-mn.gov; Mike Davis; Tom Nelson; Alexandra Booth; Mona Geske; Carol Pundt; Coralea Borden; Duane Ruona; GretchenNelson; Carol Pundt Deerwood; Marianne Auge; Megan Lieser; Carol Johnson; Amy Mickelson; Craig Wallace; Gayle Hanson; chefjfo@gmail.com; Loni Burnard; Abra Hawley; Patsy Olson; norene50@outlook.com; Anna Anderson; Alan Cunningham; Deb Borg; Jody Wallin; Sherry Rocholl; plattelaketownship@yahoo.com; Linda Danielson; Breanna Cielinski; rosslaketwp@gmail.com; Cassey Veith; lonip@timothytownship.com; wolfordclerk@castle-web.com; Mccuskey, Kelvin (DPS); Melissa Barrick; Jacob.Frie@state.mn.us; mike.ginnaty@state.mn.us; Laura.murphy@state.mn.us; craig.schultz@state.mn.us; sandra.youngblom@state.mn.us; joseph.moore@noaa.gov; mark.smith@state.mn.us; peter.grant@isd181.org; kstumpf@isd186.org; jskjeveland@ci.k12.mn.us; ashley.auge@essentiahealth.org; daniel.hoffard@cuyunamed.org; quale@cwpower.com; ANNE@mlecmn.com; mlec@mlecmn.net; gina.wieler@state.mn.us; joel.p.nelson@state.mn.us; Owen.fifield@redcross.org; Jeff.Curran@usc.salvationarmy.org; info@brainerdcommunityaction.org; Chad Emery; dan.guida@co.aitkin.mn.us; Patrice Erickson; andy.beckstrom@millelacs.mn.gov; victoriam@co.morrison.mn.us; Monte.Fronk@millelacsband.com
Cc:	Bonnie K Hundrieser; Stacey Stark
Subject:	CROW WING COUNTY Hazard Mitigation Plan Update - Meeting Invitation
Date:	Tuesday, December 10, 2024 12:57:20 PM
Attachments:	image001.png

Greetings,

Your presence is requested at a Planning Team Meeting for the update of the Crow Wing County Hazard Mitigation Plan. You are requested to participate in this meeting because you have a position of administrative or departmental responsibility within the county, a municipal government, or are a key stakeholder related to the planning process. Emergency Managers from neighboring jurisdictions are also encouraged to attend so we may strengthen our shared mitigation efforts.

We will be holding the meeting virtually using Zoom conferencing:

Date: Wednesday, January 22, 2025
Time: 10:00-11:30 AM
RSVP: https://umn-private.zoom.us/webinar/register/WN_sgF1BLNYQV-fqcDXXPN4SA

(Ctrl+Click to follow link) When you register, you will be placed on an RSVP list and will be sent an email confirmation. If you are not able to attend, please seek to send another representative in your stead.

In-person meeting option: CWC Emergency Management will have a room available where you can join us for the meeting if you are not able to join remotely. Please email our EM Coordinator Liz Gleason (Liz.Gleason@crowwing.gov) if you wish to join us in person.

About the Hazard Mitigation Plan
In order to maintain eligibility for FEMA Hazard Mitigation Assistance (HMA) Grant Program funding, the county's hazard mitigation plan must be updated every 5 years.

Our last plan is due for an update and our planning is currently underway. The plan addresses the natural hazards that face Crow Wing County and will result in the identification of mitigation actions that will help to reduce or eliminate the impact of future hazard events.

Meeting Information
This meeting will be facilitated by personnel from U-Spatial at the University of MN Duluth who are working closely with us on this project. The purpose of this meeting is to present on the update of the Crow Wing County HMP update and gather stakeholder feedback on several key discussion items, including:

1) Prioritization of the natural hazards to be profiled in the plan,
2) Identification of local vulnerabilities (i.e., infrastructure and populations),
3) Ideas for local mitigation actions for implementation, and
4) Review of FEMA Hazard Mitigation Assistance grant funding opportunities.

About FEMA HMA Grant Funding:
To learn more about FEMA's HMA grant programs, please review the following:
FEMA Mitigation Assistance Program and Policy Guide, Effective July 30, 2024
At a glance info: See Table 4, Eligible Activities by Program (page 43)

Please note that representatives from the county, local governments, and other stakeholder agencies/organizations must have documented participation in the planning process in order to formally adopt the plan and be eligible to apply for future FEMA HMA grants.

We look forward to you joining us for this important meeting.

Thank you,

Liz Gleason
Emergency Management Coordinator
Crow Wing County Sheriff's Office
304 Laurel St
Brainerd, MN 56401
(218) 829-4749
Liz.Gleason@crowwing.gov
crowwing.us/sheriff

Leadership • Visibility • Preparation

The information contained in this email is intended only for the use of the individual or entity named above. If the reader of this email is not the intended recipient, you are requested to refrain from reading any of the attachments to the email. Please notify the person sending the message of the mistaken delivery immediately.

Crow Wing County
Hazard Mitigation Plan Update 2025
Planning Team Meeting #1

JANUARY 22, 2025

CROW WING COUNTY MINNESOTA

U-SPATIAL
UNIVERSITY OF MINNESOTA DULUTH
Driven to Discover

Welcome & Introductions

U-Spatial@UMD Project Leads



Stacey Stark
Project Manager
U-Spatial@UMD



Bonnie Hundrieser
HM Planning Specialist
Hundrieser Consulting LLC

Crow Wing County Project Lead

- Clayton Barg, Crow Wing County Emergency Management Director
- Liz Gleason, EM Coordinator

Crow Wing County EMERGENCY MANAGEMENT

Please type your name and representation in the CHAT – so others know who is here

PRESENTER: STACEY STARK

Meeting Participation

To make a comment or ask a question, please use the chat or raise your hand to speak.

PLEASE REMAIN MUTED AND VIDEO OFF SO EVERYONE CAN HAVE THE BEST EXPERIENCE.

USE CHAT:



- To send a message to everyone
- To send a message to individuals or the presenters
- To send a message to host to ask for help or ask a question that isn't for the whole group. The host is Stacey Stark.

ASK TO SPEAK:



PRESENTER: STACEY STARK

Meeting Purpose & Agenda



The purpose of this meeting is to formally convene the Crow Wing County HMP Planning Team for a presentation on the plan update and to discuss key items required for the plan update.

Agenda

- Overview of HMP Key Points
- Review of Past Plan Hazard Risk Priorities, Hazard Profiles, and Current Hazard Prioritization
- Overview of Mitigation Strategies
- Overview of FEMA HMA grant program
- Discuss local mitigation ideas
- Overview of Next Steps

PRESENTER: STACEY STARK

Overview of HMP Key Points

CROW WING COUNTY 2025 HMP UPDATE

PRESENTER: BONNIE HUNDRIESER

Plan Requirement



The Hazard Mitigation Plan (HMP) is a requirement of the Federal Disaster Mitigation Act of 2000 (DMA 2000).

- The development of a local government plan is required to maintain eligibility for FEMA HMA grant programs.
- Plans must be updated every 5 years.
- Must address all jurisdictions and engage key stakeholders + the public
- Must be approved by FEMA for meeting all federal requirements.

Crow Wing County HMP Update 2025

- Last plan was adopted in 2017.
- The updated plan will cover a 5-year window for implementation and grant program eligibility (**2026-2031**)
- Participating jurisdictions must have documented engagement in the planning process and adopt the final plan.

PRESENTER: BONNIE HUNDRIESER

Plan Purpose



The purpose of the HMP is to:

- **Conduct risk assessment** (history, future probability, impacts of natural hazards)
- **Conduct vulnerability assessment** (at-risk critical infrastructure and populations)
- **Conduct capabilities assessment** (plans, programs, policies, partnerships, funding, etc in place or that are lacking)
- **Develop plan of action** (strategies and mitigation actions for implementation).

Who the Plan Covers

This is a **multi-jurisdictional plan** that covers Crow Wing County, including all cities and townships within the county.

The plan also takes into consideration the needs and concerns of other stakeholders such as schools, watershed districts, and agencies or organizations involved in mitigation or services to vulnerable populations within the county.



Who Participates



Key Stakeholders

Local government as well as related non-governmental agencies & organizations must participate.

- 2 planning team meetings
- Public outreach
- Provision of local information (LMS forms, other data)
- Mitigation Action Charts
- Final plan review

The Public

The public must have an opportunity to learn about and provide input to the plan update.

- Use of news releases, social media, local bulletin boards, and public meetings or events.
- Must document local-level concerns and mitigation ideas
- Consider how to engage with underserved communities and vulnerable populations.

POLL #1

Overview of Plan Content

CROW WING COUNTY 2025 HMP UPDATE

Plan Content
Hazard Identification

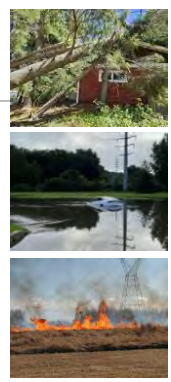
- The HMP addresses the **natural hazards** that pose risk to the county and its jurisdictions.
- Manmade hazards are not required to be addressed (per the DMA 2000).
- Hazards that are deemed to be of low risk may be omitted from the plan.
- Hazard risk may differ in cities and the county overall.

Flooding	Hail	Drought
Dam/Levee Failure	Lightning	Extreme Heat
Wildfire	Winter Storms	Extreme Cold
Windstorms	Landslides	Earthquakes
Tornadoes	Sinkholes & Karst	Coastal Erosion

Natural hazard categories as per the State Hazard Mitigation Plan

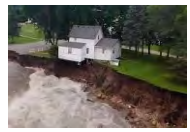
Plan Content
Risk Assessment

- History of events
- Probability of occurrence
- Severity
- Climate Change
- Identify if and how risk priorities have changed since the last plan. (Increased / Decreased)



Plan Content
Vulnerability Analysis







- Inventory of critical infrastructure.
- Identify specific, local-level impacts and vulnerabilities.
- Includes local-level capabilities assessment that supports mitigation or identifies gaps
- Identify any factors (e.g. new development) that may increase the community's vulnerability.
- Review social vulnerability factors.

POLL #2

Timeframe for development & Plan Format

Timeframe:

The planning process generally occurs over the course of 14-18 months from start to finish.

- The Crow Wing County Plan will be completed in **2025**.

Format:

- PDF document (paper version)
- Interactive website companion
- Developed and hosted by U-Spatial at UMD



Example HMP website

Hazard Prioritization

REVIEW OF THE HAZARD RISK PRIORITIES FOR CROW WING COUNTY

Crow Wing County Past Prioritization of Hazards

This is at a county level

HAZARD	Crow Wing 2017
Flooding	Moderate
Winter Storms	High
Windstorms	High
Tornadoes	High
Hail	High
Lightning	High
Extreme Cold	Moderate
Extreme Heat	Moderate
Drought	Low
Wildfire	Moderate
Landslides	Low
Land Subsidence	n/a
Dam/Levee Failure	Low

POLL #3

Crow Wing County 2025 Update of Hazard Prioritization

Considerations:

- Increase/Decrease of events
- Local vulnerabilities (impacts)
- New development/population growth

HAZARD	Crow Wing 2025
Flooding	
Winter Storms	
Windstorms	
Tornadoes	
Hail	
Lightning	
Extreme Cold	
Extreme Heat	
Drought	
Wildfire	
Landslides	
Land Subsidence	
Dam/Levee Failure	

Hazard Prioritization Poll results and discussion

Do any of these countywide hazards NOT apply in a city?

Comments or Questions?

PRESENTER : STACEY STARK

Overview of Mitigation Actions & FEMA grants

DEVELOPMENT OF MITIGATION ACTIONS AND ACTIVITIES ELIGIBLE FOR FEMA HAZARD MITIGATION ASSISTANCE GRANT FUNDING

PRESENTER: BONNIE HUNDRIESER

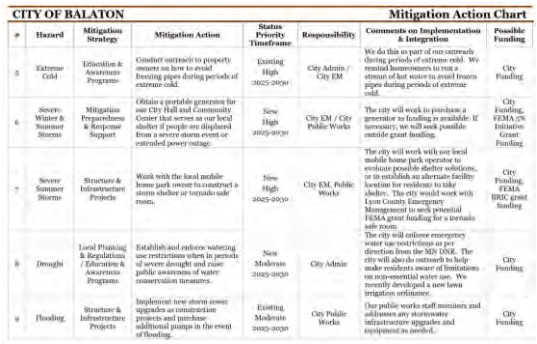
Mitigation Action Charts



MACs reflect each jurisdiction's plan of action to reduce the impacts of future natural hazard events. They are based on the information gathered from each community during the planning process.

- **Must** address hazards of moderate to high priority.
- **Must** address identified local vulnerabilities.
- **Must** identify priority, status, timeframe, responsibility, how incorporation/implementation will occur, and possible funding.
  - ★ Eligible FEMA HMA grant activities **must** be identified in the risk assessment and plan of action.

PRESENTER: BONNIE HUNDRIESER



CITY OF BALATON — **Mitigation Action Chart**

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Extreme Cold	Education & Awareness Programs	Conduct outreach to property owners on how to avoid freezing pipes during periods of extreme cold.	Existing High 2025-2030	City Admin / City EM	We do this as part of our outreach during periods of extreme cold. We remind homeowners to run a stream of hot water to avoid frozen pipes during periods of extreme cold.	City Funding
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Obtain a portable generator for our City Hall and Community Center that serves as our local shelter if people are displaced from a severe storm event or extended power outage.	New High 2025-2030	City EM / City Public Works	The city will work to purchase a generator as funding is available. If necessary, we will seek possible outside grant funding.	City Funding, FEMA 5% Initiative Grant Funding
7	Severe Summer Storms	Structure & Infrastructure Projects	Work with the local mobile home park owner to construct a storm shelter or tornado safe room.	New High 2025-2030	City EM, Public Works	The city will work with our local mobile home park operator to evaluate possible shelter solutions, or to establish an alternate facility location for residents to take shelter. The city would work with Lyon County Emergency Management to seek potential FEMA grant funding for a tornado safe room.	City Funding, FEMA BRIC grant funding
8	Drought	Local Planning & Regulations / Education & Awareness Programs	Establish and enforce watering use restrictions when in periods of severe drought and raise public awareness of water conservation measures.	New Moderate 2025-2030	City Admin	The city will enforce emergency water use restrictions as per direction from the MN DNR. The city will also do outreach to help make residents aware of limitations on non-essential water use. We recently developed a new lawn irrigation ordinance.	City Funding
9	Flooding	Structure & Infrastructure Projects	Implement new storm sewer upgrades as construction projects and purchase additional pumps in the event of flooding.	Existing Moderate 2025-2030	City Public Works	Our public works staff monitors and addresses any stormwater infrastructure upgrades and equipment as needed.	City Funding

PRESENTER: BONNIE HUNDRIESER

FEMA HMA Grant Funding

FEMA

- All applicants **must** be covered by an approved HMP and have formally adopted the plan.
- Projects **must** be addressed in the risk assessment and be identified in the plan of action.
- Several different grant programs
- State Hazard Mitigation Officer is the main POC for questions

Example eligible grant activities:

- Property Acquisition
- Tornado Safe Rooms
- Burying Powerlines
- Wildfire Mitigation
- Soil Stabilization
- Minor Localized Flood Reduction
- Green Infrastructure
- "5% Initiative" (e.g. warning systems, generators, public awareness/education campaigns)

PRESENTER: BONNIE HUNDRIESER

Overview of Mitigation Strategies

THE FOLLOWING STRATEGIES ARE RECOMMENDED GUIDANCE IN THE DEVELOPMENT OF LOCAL MITIGATION ACTIONS

LOCAL PLANNING & REGULATIONS

These actions include policies or codes that influence the way land is developed and structures are built, and also incorporate mitigation into other plans.

- Limit or restrict development in floodplain areas
- Adopt and enforce building codes
- Improve stormwater management planning
- Incorporate mitigation into comp plans
- Enforce watering / burning restrictions during periods of drought

NATIONAL FLOOD INSURANCE PROGRAM

2020 MINNESOTA BUILDING CODE

BOARD OF WATER AND SOIL RESOURCES

One Watershed One Plan

STRUCTURE & INFRASTRUCTURE PROJECTS

These actions protect structures and infrastructure by changing them or removing them from danger.

- Construction of tornado safe rooms.
- Burying powerlines
- Property acquisition for properties at risk to repetitive flooding or failure to landslides
- Infrastructure retrofit (upsizing culverts, other road & bridge projects)
- Protection of vulnerable critical infrastructure such as lift stations and Fire Halls







NATURAL SYSTEMS PROTECTION

These actions use a natural systems approach to minimize damage and losses from natural hazard events.

- Tree management near roads & powerlines
- Floodplain and stream restoration
- Soil stabilization on at-risk slopes
- Wildfire fuels reduction & defensible space
- Living snow fences to reduce drifting
- Rain gardens to slow impacts of rain events







EDUCATION & AWARENESS PROGRAMS

CodeRED®

These actions inform and educate the community to raise awareness of hazards and ways to mitigate risk.

- Promoting sign up for CodeRED etc.
- Sharing information on severe weather awareness
- Promoting personal preparedness
- Tornado season education
- Outreach to vulnerable populations
- Wildfire safety (creation of defensible space, burning restrictions)







MITIGATION PREPAREDNESS & &RESPONSE SUPPORT

These actions are typically not considered mitigation, but support reduction of the effects of damaging natural hazard events.

- Flood fight plans and equipment
- Installing generator backup power
- Development of EOPs
- Shelter planning and training
- Working with facilities that care for vulnerable populations (e.g. schools, nursing homes)
- Installation of outdoor warning sirens.
- Joining MnWARN for utility disaster mutual aid







MnWARN

Comments or Questions?

Do you have any ideas for specific mitigation activities for implementation?



Following Planning Team Meeting #1

COMPLETION OF LOCAL MITIGATION SURVEY FORMS

Representatives from Crow Wing County and each city jurisdiction will participate in filling out Local Mitigation Survey forms. These forms include:

- Local hazard identification & risk prioritization.
- Local vulnerabilities (critical infrastructure, populations or assets)
- Local-level capabilities (programs, polices, staff, funding)
- Review past mitigation actions/identify new mitigation projects.

PRESENTER: BONNIE HUNDRIESER

Questions?

What questions do you have for U-Spatial@UMD about development of the HMP or next steps?

PRESENTER : STACEY STARK

Contact Information

Stacey Stark, MS, GISP
U-Spatial@UMD
slstark@d.umn.edu
218-726-7438

Bonnie Hundrieser, HM Planner
Hundrieser Consulting LLC
hundrieserconsulting@outlook.com
218-343-3468

U-SPATIAL
University of Minnesota Duluth
Driven to Discover

HUNDRIESER CONSULTING LLC

PRESENTER : STACEY STARK

Crow Wing County HMP Planning Team Meeting #2
9/23/25 Meeting Summary & Documentation

Summary: On September 23, 2025, Crow Wing County Emergency Management convened key county, city, and township representatives, as well as neighboring jurisdictions and other stakeholders to participate in the 2nd and final Planning Team Meeting for the update of the Crow Wing County Hazard Mitigation Plan (HMP). The purpose of the meeting was to formally convene the Crow Wing County HMP Planning Team for a presentation on the draft plan and discussion of key items prior to public review and submission of the plan to HSEM and FEMA. The meeting was held via Zoom webinar video conference and was facilitated by Jane Lindelof and Bonnie Hundrieser of the U-Spatial@UMD project team.

Stakeholder Invitations: Crow Wing County Emergency Management invited all stakeholders included on the county's HMP Update Jurisdictional Contact List (JCL), which includes the key County Contacts, City Contacts, Township Contacts, Other Stakeholder Contacts, and Neighboring Jurisdiction Contacts identified to be invited to participate in the plan update process. Contacts were encouraged to engage additional staff or to send someone in their stead if they could not attend. A copy of the county's Jurisdictional Contact List is included with this meeting summary.

Meeting Participants: A total of **43** people attended the meeting. Representation included elected officials and departmental staff from Crow Wing County and the cities of Baxter, Brainerd, Breezy Point, Crosby, Crosslake, Cuyuna, Deerwood, Emily, Fifty Lakes, Garrison, Ironton, Jenkins, and Nisswa. The cities of Fort Ripley, Manhattan Beach, Pequot Lakes, Riverton, and Trommald were not available to participate and were not in attendance. Other stakeholders, including neighboring jurisdictions, participated in the meeting. A participant list is provided below:

1 Clayton Barg, Crow Wing County Sheriff's Office, Emergency Management Director
2 Liz Gleason, Crow Wing County Sheriff's Office, Emergency Management Coordinator
3 Darcy Dwyer, Crow Wing County, Public Information Officer
4 Gary Griffin, Crow Wing County, Land Services Director
5 Tom Strack, Crow Wing County - Land Services, Environmental Services Supervisor
6 Maggie Young, Crow Wing County - Land Services, Sr. Operations Specialist
7 Rob Hall, Crow Wing County Highway Dept., Assist. County Engineer
8 Brian Berent, Crow Wing County Highway Dept., Highway Maintenance Manager
9 Jacklin Steege, Crow Wing County Public Health, PHEP Coordinator
10 Jaimie Lee, Crow Wing County, County Commissioner
11 Jason Walkowiak, Crow Wing County I.T. Dept., I.T. Director
12 Matt Maier, City of Baxter Police Dept., Police Chief
13 Tim Holmes, City of Brainerd Fire Dept., Fire Chief/ EM
14 Brian Sandell, City of Breezy Point Police Dept., Chief of Police
15 Allie Polsfuss, City of Breezy Point, City Administrator
16 Michael Van Horn, City of Crosby Police Dept., Chief
17 Shayne Jacobs, City of Crosby Fire Dept., Chief

Dallas Dietz, City of Crosby Fire Dept., Chief 2
Chip Lohmiller, City of Crosslake Fire Dept., Chief/EM
William Bedard, City of Cuyuna, Clerk-Treasurer
Jesse Smith, City of Cuyuna Police Dept., Chief of Police
Mark Taylor, City of Deerwood, Police Chief
Brian Foster, City of Emily, Maintenance Supervisor/EM Director
Calen Spindler, City of Emily, Maintenance Worker
Blair Mileski, City of Emily Fire & Rescue, Fire Chief
Ann Raph, City of Fifty Lakes, Clerk-Treasurer
Corri Erickson, City of Garrison Fire & Rescue, Fire Chief
Emma Pratt, City of Ironton, Clerk/Treasurer
Cassandra Delougherty, City of Jenkins, City Clerk-Treasurer/Planning & Zoning Administrator
Scott Williams, City of Nisswa Police Dept., Sergeant
Sue Kern, Crow Wing Township, Township Clerk
Jon Auge, Mission Township, Town Board Chair
Jim Guida, St. Mathias Township, Township Supervisor
Linda Danielson, Rabbit Lake Township, Township Clerk
David Peterson, Timothy Township, Town Board Supervisor
Kelvin McCuskey, HSEM, Regional Program Coordinator
Eric Quale, Crow Wing Power, Chief Executive Officer
Craig Schultz, MN DNR, Wildfire Program
Gina Wieler, Direct Care and Treatment, Emergency Manager
Jacob Frie, MN DNR, Area Hydrologist
Michael Palmer, Minnesota DNR, Regional Firewise Specialist
Patrice Erickson, Aitkin County Sheriff Office, Dispatch Supervisor/Deputy EM Director
Chad Emery, Cass County Sheriff's Office, Deputy Sheriff / Deputy EM Director

Presentation Overview: The PowerPoint presentation covered the following items about the process and content of the plan update. A PDF of the presentation slides is included with this meeting summary.

- Meeting Purpose and Agenda
- About the Project Team
- Overview of Plan Update
- Who the Plan Covers
- Who Needs to Participate
- Overview of the Structure of the HMP (Website and PDF)
- Prioritization of Natural Hazards
- Review of Risk Assessment Factors and Hazard Profiles
- Overview of Mitigation Action Charts and FEMA HMA Grant Funding
- Review of Mitigation Strategies and Actions
- Open Discussion (Comments and Questions)
- Discussion of Next Steps & answer your questions

The opening PowerPoint presentation covered a re-cap of key points about the plan update, a review of the Risk Assessment & Vulnerability Analysis, an overview of FEMA Hazard Mitigation Assistance (HMA) grant funding; an overview of how mitigation actions are developed and an overview of the jurisdictional Mitigation Action Charts (MACs). Following the presentation, participants were provided with an opportunity to review and discuss the county and local mitigation action charts. This discussion period offered a facilitated opportunity for participants to consider any changes or new additions to the MACs prior to completion of the draft plan for public review.

CROW WING COUNTY HMP PLANNING TEAM MEETING #2 DISCUSSION NOTES

- There were no questions or discussion items from participants during the presentation.

Meeting Conclusion: The meeting concluded with an overview and timeline of the upcoming next steps for public review and submission of the draft plan to HSEM and FEMA for final review and approval.

Included with this meeting summary are the following:

- Crow Wing County HMP Jurisdictional Contact List
- Meeting Invitation to Stakeholders
- PowerPoint Presentation Slides

Meeting Summary Prepared By: Bonnie Hundrieser, U-Spatial@UMD Project Team

CROW WING COUNTY HMP JURISDICTIONAL CONTACT LIST

Following is a list of the stakeholders that received an invitation to participate in Planning Team Mtg. #2 and will receive the meeting summary.

REPRESENTATION	NAME	TITLE
Crow Wing County Emergency Management	Clayton Barg	Emergency Management Director
Crow Wing County Emergency Management	Liz Gleason	EM Coordinator
Crow Wing Sheriff's Office	Eric Klang	County Sheriff
Crow Wing County Administration	Deborah Erickson	County Administrator
Crow Wing County Highway Department	Timothy Bray	County Engineer
Crow Wing County Highway Department	Robert Hall	Assistant County Engineer
Crow Wing County Land Services	Gary Griffin	Land Services Director
Crow Wing County Land Services	Maggie Young	GIS Specialist
Crow Wing County Community Services	Kara Terry	Community Services Director
Crow Wing County Community Services	Jacklin Steege	PHEP Coordinator
Crow Wing County Envionmental Services Supervisor	Tom Strack	Environmental Services Supervisor
Crow Wing County IT Manager	Jason Walkowiak	IT Manager
Crow Wing County Information Technology	Nate Rose	GIS Coordinator
Crow Wing County Public Information Officer	Darcy Dwyer	Public Information Officer
Crow Wing County Board of Commissioners	Paul Koering	District 1 Commissioner
Crow Wing County Board of Commissioners	Jon Lubke	District 2 Commissioner/Chair
Crow Wing County Board of Commissioners	Steve Barrows	District 3 Commissiner/Vice Chair
Crow Wing County Board of Commissioners	Rosemary Franzen	District 4 Commissioner
Crow Wing County Board of Commissioners	Jamie Lee	District 5 Commissioner
City of Baxter	Bradley Chapulis	City Clerk
City of Baxter	Darrel Olson	Mayor
City of Baxter	Matt Maier	Police Chief
City of Brainerd	Patrick Wussow	City Clerk
City of Brainerd	Dave Bedeaux	Mayor
City of Brainerd	Nick Broyles	City Administrator
City of Brainerd	Michael Habighorst	Public Works Director
City of Brainerd	jessie Dehn	City Engineer
City of Brainerd	John Davis	Police Chief
City of Brainerd	Tim Holmes	Fire Chief
City of Breezy Point	David Chanski	City Clerk
City of Breezy Point	Todd Roggenkamp	Mayor

City of Breezy Point	Brian Sandell	Police Chief
Crooked Lake Fire Department	Nick Usherwood	Fire Chief
City of Crosby	Trish Herren	City Administrator
City of Crosby	Diane Cash	Mayor
City of Crosby	Mike VanHorn	Police Chief
City of Crosby	Shayne Jacobs	Fire Chief
City of Crosslake	Lori A. Conway	City Administrator
City of Crosslake	Char Nelson	City Clerk
City of Crosslake	Jackson Purfeerst	Mayor
City of Crosslake	Jake Maier	Police Chief
City of Crosslake	Chip Lohmiller	Fire Chief
City of Cuyuna	Bill Bedard	City Clerk
City of Cuyuna	Lloyd Brix	Mayor
City of Cuyuna	Jesse Smith	Police Chief
City of Cuyuna	Karl Hasskamp	Fire Chief
City of Deerwood	Lee Russell	City Clerk
City of Deerwood	John V Taylor	Mayor
City of Deerwood	Michael Bondle	Fire Chief
City of Emily	Cari Johnson	City Clerk
City of Emily	Tracy Jones	Mayor
City of Emily	Mark Taylor	Police Chief
City of Emily	Blair Milesky	Fire Chief
City of Fifty Lakes	Ann M. Raph	City Clerk
City of Fifty Lakes	Gary Staples	Mayor
City of Fifty Lakes	Jesse Anderson	Fire Chief
City of Fort Ripley	Sherry Chisholm	City Clerk
City of Fort Ripley		Mayor
City of Garrison	Jeff Turk	City Clerk
City of Garrison	Loren Larson	Mayor
City of Garrison	Cori Erickson	Fire Chief
City of Ironton	Emma Pratt	City Clerk
City of Ironton	Joshua Jacobson	Mayor
City of Ironton	Jeff Thompson	Fire Chief
Ideal Fire Department	J. Craig Wallace	Fire Chief
City of Jenkins	Cassandra Delougherty	Deputy City Clerk
City of Jenkins	Krista A. Okerman	City Clerk
City of Jenkins	Andrew Rudlang	Mayor
City of Manhatten Beach	Marlene Yurek	City Clerk
City of Manhatten Beach	Barb Hanson	Mayor
Mission Fire Department	Chad Allord	Fire Chief
City of Nisswa	(vacant)	City Clerk
City of Nisswa	Jennifer Carnahan	Mayor
City of Nisswa	Maggie Wentler	Interim City Administrator

City of Nisswa	Todd Szymanski	Police Chief
City of Nisswa	Shawn Bailey	Fire Chief
City of Pequot Lakes	Angie Duus	City Clerk
City of Pequot Lakes	Tyler Garnder	Mayor
City of Pequot Lakes	Mike Davis	Police Chief
City of Pequot Lakes	Mike Schwankl	Fire Chief
City of Riverton	Alexandra Booth	City Clerk
City of Riverton		Mayor
City of Trommald	Mona R. Geske	City Clerk
City of Trommald	Jim Hiller	Mayor
Bay Lake Township	Carol Pundt	Clerk
Center Township	Coralea Borden	Clerk
Crow Wing Township	Sue Kern	Clerk
Daggett Brook Township	Gretchen Nelson,	Clerk
Deerwood Township	Carol Pundt	Clerk
Fairfield Township	Marianne Auge	Clerk
Fort Ripley Township	Megan Lieser	Clerk
Gail Lake Township	Cathy Erickson	Clerk
Garrison Township	Amy Mickelson	Clerk
Ideal Township	Craig Wallace	Clerk
Ideal Fire	Luke Hanson	Fire Chief
Irondale Township	Angela Fort	Clerk
Jenkins Township	Jim Olsen	Clerk
Lake Edward Township	Loni Burnard	Clerk
Little Pine Township	Abra Hawley	Clerk
Long Lake Township	Patsy Olson	Clerk
Maple Grove Township	Norene Warta	Clerk
Mission Township	Anna Anderson	Clerk
Nokay Lake Township	Alan Cunningham	Clerk
Oak Lawn Township	Deb Borg	Clerk
Pelican Township	Jody Wallin	Clerk
Pelican Township	Michael McDaid	Supervisor
Perry Lake Township	Sherry Habighorst	Clerk
Platte Lake Township	Robert Dambowy	Clerk
Rabbit Lake Township	Linda Danielson	Clerk
Roosevelt Township	Breanna Cielinski,	Clerk
Ross Lake Township	Casey Tscheu	Clerk
Saint Mathias Township	Cassey Veith	Clerk
Timothy Township	Avalon (Loni) Porta	Clerk
Timothy Township	Dave Peterson	Supervisor
Timothy Township	Dawn Rubner	
Wolford Township	Kimberly Marquart	Clerk
LOCAL & REGIONAL AGENCIES INVOLVED IN HAZARD MITIGATION		

MN HSEM	Kelvin McCuskey	Region 2 Regional Program Coordinator
Crow Wing Soil & Water Conservation District	Melissa Barrick	District Manager
MN DNR Ecological and Water Resources Division	Jacob Frie	Area Hydrologist
MnDOT District 3A	Mike Ginnaty	District Engineer
MN DNR Firewise	Laura Murphy	NE MN Firewise Specialist
MN DNR Fire Division of Forestry	Craig Schultz	Backus Area Fire Program
MN DNR Wildland Aviation, Division of Forestry	Sandra Youngblom	Airtanker Base Manager, Brainerd Tanker Base
MN DNR Crow Wing State Park		Park Manager
National Weather Service - Duluth Office	Joseph Moore	Meteorologist
Minnesota Pollution Control Agency (MPCA)	Mark Smith	Environmental Specialist
National Weather Service - Duluth Office	Joseph Moore	Meteorologist
Brainerd Airport	Kassandra Loftus	Deputy Director
Brainerd Airport	Steve Wright	Director
BUSINESSES, ACADEMIA, AND OTHER PRIVATE ORGS.		
Brainerd Public School District	Peter Grant	Superintendent (interim)
Pequot Lakes Public Schools	Kurt Stumpf	Superintendent
Crosby-Ironton Public School District	Jamie Skjeveland	Superintendent
Essentia Health-St. Joseph's Medical Center (Brainerd)	Ashley Auge	Trauma Program Coordinator
Essentia Health-St. Joseph's Medical Center (Brainerd)	Michael Mittelstaed	Emergency management partner
Cuyuna Regional Medical Center	Tyler Ostman	CRMC
Crow Wing Power	Eric Quale	Crow Wing Power
Mille Lacs Energy Cooperative	Ann Espeseth	Mille Lacs Enercy
Mille Lacs Energy Cooperative		Mille Lacs Enercy
NONPROFIT ORGS/COMMUNITY-BASED ORGS THAT WORK WITH UNDERSERVED COMMUNITIES AND SOCIALLY VULNERABLE POPULATIONS		
MN Dept of Humand Services - Direct Care & Treatment	Gina Wieler	Emergency Manager
MN Dept of Humand Services - Direct Care & Treatment	Joel Nelson’s	Direct Care and Treaatment
American Red Cross	Owen Fifield	Disaster Program Manager
Salvation Army	Capt. Jeff Curran	Regional Contact
Brainerd Community Action		Executive Director
NEIGHBORING JURISDICTIONS		
Cass County Emergency Management	Chad Emery	Emergency Management Deputy Director

Aitkin County Emergency Management	Dan Guida	Sheriff / EM Director
Aitkin County Emergency Management Deputy	Patice Erickson	Deputy EM
Mille Lacs County Emergency Management	Andy Beckstrom	Emergency Management Director
Morrison County Emergency Management	Victoria MacKissock	EM Deputy Director
Mille Lacs Band of Ojibwe	Monte Fronk	Emergency Management Director

From: Liz Gleason

To: coadmin; coadmin; Tim Bray; Rob Hall; Gary Griffin; Maggie Young; Kara Terry; Jacklin Steege; Tom Strack; Jason Walkowiak; Nate Rose; Darcy Dwyer; Paul Koering; Jon Lubke; Steve Barrows; Rosemary Franzen; Jamie Lee; Bradley Chapulis; dolson@baxtermn.gov; Matt Maier; admin@ci.brainerd.mn.us; dbedeaux@ci.brainerd.mn.us; nbroyles@ci.brainerd.mn.us; mhabighorst@ci.brainerd.mn.us; jdehn@ci.brainerd.mn.us; John Davis; Tim Holmes; cityadmin@cityofbreezypointmn.us; troggenkamp@cityofbreezypointmn.us; Brian Sandell; Crookedlakefire@gmail.com; cityadmin@cityofcrosby.com; diane.cash@cityofcrosby.com; Mike Vanhorn; Shayne Jacobs; Char Nelson; jpurfeerst@cityofcrosslake.org; jake.maier@crosslake.net; Chip Lohmiller; Bill Bedard; Jesse Smith; Karl Hasskamp; Lee Russell; john.taylor@cityofdeerwood.com; Michael Bodle; clerk@emily.net; mayor.tracyjones@cityofemily.com; Mark Taylor; Emily Fire Chief; clerk@fiftylakesmn.com; staplescontruct@msn.com; Fifty Lakes Fire Chief; chisholm1269@gmail.com; cityclerk@cityofgarrison.com; lal348@frontier.com; Garrison Fire; Amanda Meyer; joshjacobson@cityofironton.org; Jeff Thompson; Craig Wallace; cassandra.delougherty@cityofjenkins.com; Krista Okerman; andrew.rudlang@cityofjenkins.com; Marlene Yurek; barbara.hanson3422@icloud.com; chad.allord@gmail.com; kiki@ci.nisswa.mn.us; jcarnahan@cityofnisswa.gov; jmax@cityofnisswa.gov; craig@nisswapolice.com; shawn@gulllakemgmt.com; aduus@pequotlakes-mn.gov; mayor@pequotlakes-mn.gov; Mike Davis; Pequot Lakes Fire District; Alexandra Booth; Mona Geske; JRH19976@hotmail.com; Carol Pundt; Coralea Borden; Duane Ruona; GretchenNelson; Carol Pundt Deerwood; Marianne Auge; Megan Lieser; Carol Johnson; Amy Mickelson; Craig Wallace; hansonproperty218; Gayle Hanson; chefjfo@gmail.com; Loni Burnard; Abra Hawley; Patsy Olson; norene50@outlook.com; Anna Anderson; Alan Cunningham; Deb Borg; Jody Wallin; michaelfmcdaid@gmail.com; Sherry Habighorst; plattelaketownship@yahoo.com; Linda Danielson; Breanna Cielinski; rosslaketwp@gmail.com; Cassey Veith; lonip@timothytownship.com; halibutts150@gmail.com; wfm11572@tds.net; wolfordclerk@castle-web.com; Mccuskey, Kelvin (DPS); Melissa Barrick; Jacob.Frie@state.mn.us; mike.ginnaty@state.mn.us; Laura.murphy@state.mn.us; craig.schultz@state.mn.us; sandra.youngblom@state.mn.us; joseph.moore@noaa.gov; mark.smith@state.mn.us; joseph.moore@noaa.gov; kloftus@brainerdairport.com; swright@brainerdairport.com; peter.grant@isd181.org; kstumpf@isd186.org; jskjeveland@ci.k12.mn.us; ashley.auge@essentiahealth.org; michael.mittelstaedt@essentiahealth.org; tyler.ostman@cuyunamed.org; quale@cwpower.com; ANNE@mlecmn.com; mlec@mlecmn.net; gina.wieler@state.mn.us; joel.p.nelson@state.mn.us; Owen.fifield@redcross.org; Jeff.Curran@usc.salvationarmy.org; info@brainerdcommunityaction.org; Chad Emery; dan.guida@co.aitkin.mn.us; Patrice Erickson; andy.beckstrom@millelacs.mn.gov; victoriam@co.morrison.mn.us; Monte.Fronk@millelacsband.com

Cc: Bonnie K Hundrieser; Stacey Stark; Clayton Barg

Subject: CROW WING COUNTY HAZARD MITIGATION PLAN UPDATE – MEETING INVITATION

Date: Tuesday, August 12, 2025 3:37:15 PM

Attachments: image001.png

Greetings,

Your presence is requested at the **2nd Planning Team Meeting** for the update of the **Crow Wing County Hazard Mitigation Plan (HMP).** You are requested to participate in this vital meeting because you have a position of administrative or departmental responsibility within either the county, a municipal government, or are a key stakeholder related to the planning process. Emergency Managers from neighboring jurisdictions are also encouraged to attend so we may strengthen our shared mitigation efforts. This meeting will be the final planning meeting for the HMP update process.

We will be holding the meeting virtually using Zoom webinar:

Date: Tuesday, September 23, 2025
Time: 1:00 p.m. – 2:30 p.m.
Register: **Control+Click here to follow to link to register for the meeting**

The purpose of this meeting is to provide an overview of the plan and interactive website, including a review of the updated risk assessment for natural hazards that affect the county. We will also discuss the Mitigation Action Charts that will be specific to Crow Wing County and each city, as well as funding opportunities available under the FEMA Hazard Mitigation Assistance grant programs.

Your participation in this meeting and feedback on the draft plan is important to us. The draft Crow Wing County HMP is nearing completion and will be ready for review by planning team members and the public in the coming weeks.

When you register, you will automatically be placed on an RSVP list. If you are not able to attend, please consider sending another representative in your stead.

Thank you,

Liz Gleason
Emergency Management Coordinator
Crow Wing County Sheriff's Office
304 Laurel St
Brainerd, MN 56401
(218) 829-4749
Liz.Gleason@crowwing.gov
crowwing.us/sheriff

Leadership • Visibility • Preparation

The information contained in this email is intended only for the use of the individual or entity named above. If the reader of this email is not the intended recipient, you are requested to refrain from reading any of the attachments to the email. Please notify the person sending the message of the mistaken delivery immediately.

Crow Wing County
Hazard Mitigation Plan Update 2025
Planning Team Meeting #2

September 23, 2025

Welcome & Introductions

U-Spatial@UMD Project Leads



Stacey Stark
Project Manager
U-Spatial



Jane Lindelof
Project Coordinator, U-Spatial



Bonnie Hundrieser
HM Planning Specialist
Hundrieser Consulting LLC

Crow Wing County Project Leads

- Clayton Barg, Crow Wing County Emergency Management Director
- Liz Gleason, EM Coordinator

Please type your name and representation in the CHAT so others know who is here

PRESENTER: JANE LINDELOF

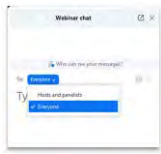
Zoom Logistics

PLEASE REMAIN MUTED AND VIDEO OFF SO EVERYONE CAN HAVE THE BEST EXPERIENCE.

USE CHAT:

- Send a message to everyone
- Send a message to individuals or
- Send a message to host to ask for help or ask a question that isn't for the whole group. The host is Stacey Stark





ASK TO SPEAK:



PRESENTER: STACEY STARK

Meeting Purpose & Agenda



This meeting formally convenes the Crow Wing County HMP Planning Team for a presentation on the draft plan and discussion of key items prior to public review and submission of the plan to HSEM and FEMA.

Agenda

- Recap of Key HMP Points
- Preview of Deliverables
- Review of Risk Assessment & Vulnerability Analysis in Website
- Overview of FEMA HMA Funding and Mitigation Action Charts
- Review & Feedback
- Next Steps

PRESENTER: JANE LINDELOF

Overview of Plan Update

Crow Wing County is updating its **Hazard Mitigation Plan (HMP)** to fulfill a state & federal requirement. The plan must be updated every **5** years. The last plan was adopted in **2017.**

The purpose of the plan is to identify & assess natural hazards that pose risk to the county and its jurisdictions and **develop long-term strategies and mitigation actions** that will help to reduce or eliminate the impact of future hazard or disaster events.



Hazard Mitigation is any action taken to reduce or eliminate long term risk to people and property from natural disasters.

PRESENTER: BONNIE HUNDRIESER

Who the Plan Covers

This is a **multi-jurisdictional plan** that covers Crow Wing County, including all cities and townships within the county.

The plan also takes into consideration the needs and concerns of other stakeholders such as schools, watershed districts, and agencies or organizations involved in mitigation or services to vulnerable populations within the county.



PRESENTER: BONNIE HUNDRIESER

Stakeholder Involvement



Planning Team

- County and local government, neighboring jurisdictions, and related agencies or organizations.
- Participation in planning team meetings, public outreach, local mitigation survey, provision of spatial or other data, and review of draft plan.

The Public

- Opportunity to learn about the plan and provide feedback on local-level concerns, mitigation ideas, and review of draft plan.

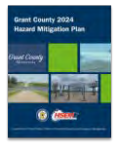
PRESENTER: BONNIE HUNDRIESER

Deliverables

PDF document:

- All FEMA required elements
- Limited figures & images
- Integrated links to website
- Local mitigation surveys
- Plans & programs in place
- Past mitigation action review
- Planning team meetings
- Outreach & engagement documentation





- Risk and vulnerability of each hazard
- Mitigation actions!

Both formats

Website companion:

- Links to PDF components
- **Interactive maps** and context
- Critical infrastructure and assets
- Simple, concise explanations
- Public input form on site

PRESENTER: JANE LINDELOF

Prioritization of Hazards for Crow Wing County

NATURAL HAZARDS

- Probability and Severity of natural hazard events (risk)
- Observed increase or decrease in risk since last plan
- Jurisdictional variations in risk (i.e., local vulnerabilities, changes in development)

Natural Hazards	Current Priority
Wildfire	High
Winter Storms	High
Windstorms	High
Tornadoes	High
Flooding	Moderate
Hail	Moderate
Extreme Cold	Moderate
Drought	Moderate
Extreme Heat	Low
Lightning	Low
Landslides	Low
Dam/Levee Failure	Low

PRESENTER: JANE LINDELOF

Hazards Risk Assessment







- Validates the prioritization of hazards
- Provides probability and severity of future events as possible
- Identifies vulnerable populations and structures at risk as possible
- Considers variable geographic vulnerability
- Informs Mitigation Actions in the HMP

PRESENTER: JANE LINDELOF

Website Demo

z.umn.edu/CrowWingHMP

Comments and Questions?

Overview of Mitigation Action Charts



Mitigation Action Charts are the end product of the HMP.

They demonstrate a community's 5-year plan to:

- **Reduce future risk to natural hazard events.**
- **Address local vulnerabilities through targeted activities.**
- **Utilize local capabilities to implement actions.**

★ Eligible FEMA HMA grant activities **must** be identified in the plan of action.

CROW WING COUNTY — **Mitigation Action Chart**

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
25	Extreme Cold	Education & Awareness Programs	EXTREME TEMPS PUBLIC OUTREACH Provide outreach and education to the public on personal safety measures to take during periods of extreme cold.	In-Progress High 2024	CWCEM & Public Health	CWCEM works to share information received from the National Weather Service when periods of extreme cold are occurring. CWCEM utilizes the county EM website page, and EM Facebook. Local radio and TV stations also provide this information to the public. School Districts have plans and policies in place for delaying or closing school to protect students from extreme temps.	Internal: CWC SO/EM, CWC PH
26	Extreme Cold	Mitigation Preparedness & Response Support	WARMING CENTERS Work with local jurisdictions to plan for temporary warming facilities and promote their use for those that are vulnerable to extremely cold temperatures (i.e., homeless, elderly).	Existing High 2025-2030	CWCEM in coord with PH and local gov's	CWCEM addresses planning for extreme temperature sheltering within the county EDP and in coordination with Crow Wing County Public Health and local jurisdictions. Designated facilities in the county are identified for use for emergency warming centers.	Internal: CWC SO/EM, CWC PH External: Local Gov'ts, American Red Cross
27	Drought	Local Planning & Regulations	PRECIPITATION MONITORING Continue to participate in the MnDNR precipitation monitoring program to help track and report data related to periods of drought.	Existing Moderate 2026-2031	CWC SWCD	Crow Wing County SWCD participates in the MNDNR Climatology Volunteer Precipitation Observing Program, which is administered by the DNR Minnesota State Climatology Office.	External: CWC SWCD, MN DNR
28	Drought	Local Planning & Regulations	WATER CONSERVATION Encourage communities to establish and enforce watering restrictions during drought conditions and raise public awareness of water conservation measures.	Existing High Ongoing	CWCEM in coord with MN DNR and local jurisdictions	CWCEM encourages cities with public water systems to promote drought awareness to residents on limiting non-essential water usage. Local communities establish watering restrictions as per MN DNR guidelines during periods of severe drought.	Internal: CWC SO/EM External: MN DNR

CITY OF BREEZY POINT — **Mitigation Action Chart**

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe thunderstorms and tornado watches, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budgets External: EMPG; Crow Wing County EM (in-kind); local media
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work to improve storm sheltering at city campgrounds.	Existing High 2026-2031	City EM	We have 3 campgrounds where visitors are more vulnerable to storm events. The city will work to include construction of new storm shelter facilities as future park upgrades are planned.	Internal: City Gen. Operating Budget External: FEMA HMGP/BRIC (Safe Rooms); MN HSEM pass-through; campground user fee cost share
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold events.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget External: EMPG (planning, equipment); NGOs/faith-based partners; utility resilience funds

"Previous Integration of HMP"



In addition to jurisdictional review of local mitigation action charts:

- Participating jurisdictions (county and cities) must provide a description of how the past HMP was **integrated into other planning mechanisms**.
- If information from the prior HMP was **not** integrated, this just be stated (and if possible, why).

What are "Planning Mechanisms"?

- *Plans, Policies, Ordinances*
- *Public Education & Outreach*
- *Implementation of projects (i.e., warning sirens, flood mitigation, installation of generators)*
- *Other EM related programs or projects (i.e., shelter planning)*
- *County and partner coordination*

FEMA Mitigation Grant Funding

FEMA

Section 406
Available *after* a disaster occurs. Focuses on mitigation measures for facilities that have actually been damaged in a particular disaster.

Section 404
Requires an approved & adopted HMP. Funds mitigation projects for both damaged and non-damaged facilities. Several different grant programs.

Example Section 404 activities:

- Property Acquisition
- Tornado Safe Rooms
- Bury Overhead Powerlines
- Wildfire Mitigation
- Soil Stabilization
- Flood Risk Reduction
- Green Infrastructure
- Other projects difficult to conduct a standard BCA (i.e., tornado warning sirens, generators for critical facilities)

Strategy #1 - Local Planning & Regulations





Crow Wing County Examples:

- Enforcement of ordinances that reduce impacts of high rain events (Floodplain, Shoreland)
- 2024 Crow Wing County Community Wildfire Protection Plan
- CWC Long-Range Transportation Plan 2025-2040
- Implementation of watering restrictions during periods of extreme drought.
- Enforcement of state or local regulations for new development.





Strategy #2 - Structure & Infrastructure Projects







Crow Wing County Examples:

- Installation of new outdoor warning sirens
- Construction of tornado safe rooms
- Burying powerlines to reduce power failure
- Conducting property buyouts for flooding
- Stormwater management improvements (culvert replacements), Road & Bridge projects

OTHER

Wildfire Mitigation: Metal Roofing, External Wildfire Sprinkler Systems to protect structures at risk

Strategy #3 - Natural Systems Protection







Crow Wing County Examples:

- Conduct vegetation management along roads to reduce the risk of downed trees and branches resulting from heavy snow, ice, or high winds.
- Wildland Fuels Reduction
- Wildfire Mitigation for Dead-End Roads (2024 CWPP – 3 major projects)
- Planting Living Snow Fences to reduce snow drifting (CSAH 1, 12, 16 & CR 131) - CWC Hwy. Dept.
  - Installing Rain Gardens to reduce impacts of high rain events

Strategy #4 - Education & Awareness Programs











Crow Wing County Examples:

- Promoting sign-up for the county's emergency notification system.
- Encouraging residents to be aware of and prepared for severe weather events, extreme temperatures, wildfire risk, and extended power outages.
- Sharing information across platforms – county and city websites & social media, community bulletin boards, local newspapers, public meetings, or other in-person events.

Strategy #5 - Mitigation Preparedness & Response Support







Crow Wing County Examples:

- Obtaining generators for backup power
- Update of county EOP
- Shelter planning / Warming Centers
- Planning assistance to schools and LTC Facilities for vulnerable populations
- Improve Doppler Radar coverage for CWC (Climavision + City of Brainerd)
- Participation in regional EM planning, training, and exercising

Comments and Questions?



October, 2025

Following Planning Team Mtg. #2

- Completion of City MAC reviews + description of "Previous Integration of Past HMP"
- County review of draft plan
- Public review & comment period (News Release #2) – documentation of local postings

Review of Draft Plan and Public Review & Comment Period





Nov-Dec, 2025

Draft Plan Submission to HSEM & FEMA, Plan Approval, and Collection of Adopting Resolutions

- Draft plan will be submitted first to HSEM and then to FEMA for approval for meeting all Federal requirements.
- Typically requires 1-2 months.
- APA letter
- EM coordination of adopting resolutions from each city.
- **Final approval letter**

PRESENTER: BONNIE HUNDRIESER

Questions?

What questions do you have for U-Spatial@UMD about the draft HMP or next steps ?

PRESENTER: JANE LINDELOF

Contact Information

Stacey Stark, MS, GISP
U-Spatial@UMD
slstark@d.umn.edu
218-726-7438

Bonnie Hundrieser, HM Planner
Hundrieser Consulting LLC
hundrieserconsulting@outlook.com
218-343-3468

U-SPATIAL
University of Minnesota Duluth
Driven to Discover

HUNDRIESER CONSULTING LLC

PRESENTER: JANE LINDELOF

Appendix G – Public Outreach & Engagement Documentation

Crow Wing County HMP News Release #1
Record of Public Input & Incorporation

Overview: On October 22, 2024, Crow Wing County Emergency Management put out a news release titled "**Public Input Wanted as Crow Wing County Updates Hazard Mitigation Plan"** to announce the start of the county's Hazard Mitigation Plan. The news release provided information on the purpose and content of the plan, who the plan covers, stakeholders involved in the plan update and examples of hazard mitigation activities. Crow Wing County used the news release to gather feedback from residents and businesses from across the county to incorporate into the plan, inviting feedback to the following:

- **What are the natural hazards you feel pose the greatest risk to your community?**
- **Are there specific populations or assets in your community that you feel are more vulnerable to future storm events?**
- **What concerns do you have, and what sorts of actions do you feel would help to reduce damages of future hazard events in your community or the county as a whole?**

The public was strongly encouraged contact Crow Wing County Emergency Management to submit comments, concerns, or questions regarding natural disasters and potential mitigation actions to be included into the plan update process. The public was also able to post comments electronically on county or city Facebook sites where the news release was posted.

Distribution: The news release was sent via email to the county's HMP Jurisdictional Contact List, which includes the names, titles, phone numbers, and email addresses of key stakeholders to be engaged in the HMP update, including county, city, and township contacts; other related agency and organizational stakeholder contacts, and neighboring jurisdiction contacts. (A copy of the Jurisdictional Contact List can be found in Appendix F). The news release was additionally sent to local media contacts with a request to carry the news release.

Postings: Attached is documentation of the news release postings by Crow Wing County, participating jurisdictions, local media, and other stakeholders. Cities and townships were encouraged to help share the news release locally by posting it on their websites, social media, or community bulletin boards.

Public Input & Incorporation:

Following is a record of public responses to the news release and how their input will be incorporated into the plan update, and if not relevant to be addressed, why.

- No public comments were received by Crow Wing County Emergency Management or individual jurisdictions in response to the news release.

From: Bonnie K Hundrieser on behalf of hundrieserconsulting@outlook.com

To: "coadmin@crowwing.gov"; "CoAdmin@crowwing.gov"; "tim.bray@crowwing.gov"; "rob.hall@crowwing.gov"; "gary.griffin@crowwing.gov"; "maggie.young@crowwing.us"; "kara.terry@crowwing.gov"; "jacklin.steege@crowwing.gov"; "Tom.Strack@crowwing.gov"; "Jason.Walkowiak@crowwing.gov"; "nate.rose@crowwing.us"; "darcy.dwyer@crowwing.gov"; "Paul.Koering@crowwing.gov"; "Jon.Lubke@crowwing.gov"; "Steve.Barrows@crowwing.gov"; "Rosemary.Franzen@crowwing.gov"; "Doug.Houge@crowwing.gov"; "cityhall@baxtermn.gov"; "MMaier@baxtermn.gov"; "admin@ci.brainerd.mn.us"; "nbroyles@ci.brainerd.mn.us"; "john.davis@ci.brainerd.mn.us"; "tholmes@ci.brainerd.mn.us"; "cityadmin@cityofbreezypointmn.us"; "brian@cityofbreezypointmn.us"; "Crookedlakefire@gmail.com"; "matthew.hill@cityofcrosby.com"; "mike.vanhorn@cityofcrosby.com"; "jdecent@cityofcrosby.com"; "cityclerk@crosslake.net"; "jake.maier@crosslake.net"; "chief1@crosslake.net"; "info@ci.cuyuna.mn.us"; "jesse.smith@cuyunapd.org"; "hasskamp5@yahoo.com"; "leerussell@cityofdeerwood.com"; "mbodle@graphicpkg.com"; "clerk@emily.net"; "pddeerwood@yahoo.com"; "emilyfire0911@gmail.com"; "clerk@fiftylakesmn.com"; "andyhemphill@hotmail.com"; "chisholm1269@gmail.com"; "cityclerk@cityofgarrison.com"; "garrisonchief@aol.com"; "clerk@cityofironton.org"; "jthompson@lakesstatelumber.com"; "info@idealtownship.com"; "krista.okerman@jenkins-mn.com"; "clerk@manhattanbeachmn.org"; "chief1@missiontownship.org"; "kiki@ci.nisswa.mn.us"; "jmax@cityofnisswa.gov"; "craig@nisswapolice.com"; "shawn@gulllakemgmt.com"; "aduus@pequotlakes-mn.gov"; "mdavis@pequotlakes-mn.gov"; "pequotfd@pequotlakes-mn.gov"; "riverton@centurylink.net"; "lostin50s@mlecwb.net"; "baylaketown@gmail.com"; "mcborden@brainerd.net"; "crowwingtownship@gmail.com"; "Daggett.clerk1@outlook.com"; "deerwoodtownshipclerk@gmail.com"; "fairfieldmn@gmail.com"; "fortripleyclerk@gmail.com"; "gaillaketownship@gmail.com"; "amy.mickelson@yahoo.com"; "info@idealtownship.com"; "irondaletownship2@gmail.com"; "chefjfo@gmail.com"; "lakeedwardtwnshp@gmail.com"; "littlepineclerk@gmail.com"; "clerk@longlaketwp.com"; "norene50@outlook.com"; "missionclerk@gmail.com"; "acunning@brainerd.net"; "oaklawntwp@gmail.com"; "pelicantownship@gmail.com"; "crosbybarn@gmail.com"; "plattelaketownship@yahoo.com"; "rabbittownhall@gmail.com"; "rsvlt@brainerd.net"; "rosslaketwp@gmail.com"; "stmathiasclerk@gmail.com"; "lonip@timothytownship.com"; "wolfordclerk@castle-web.com"; "Kelvin.McCuskey@state.mn.us"; "melissa@cwswcd.org"; "Jacob.Frie@state.mn.us"; "mike.ginnaty@state.mn.us"; "Laura.murphy@state.mn.us"; "craig.schultz@state.mn.us"; "sandra.youngblom@state.mn.us"; "joseph.moore@noaa.gov"; "mark.smith@state.mn.us"; "peter.grant@isd181.org"; "kstumpf@isd186.org"; "jskjeveland@ci.k12.mn.us"; "ashley.auge@essentiahealth.org"; "daniel.hoffard@cuyunamed.org"; "quale@cwpower.com"; "ANNE@mlecmn.com"; "mlec@mlecmn.net"; "gina.wieler@state.mn.us"; "joel.p.nelson@state.mn.us"; "Owen.fifield@redcross.org"; "Jeff.Curran@usc.salvationarmy.org"; "info@brainerdcommunityaction.org"; "chad.emery@casscountymn.gov"; "dan.guida@co.aitkin.mn.us"; "patrice.erickson@co.aitkin.mn.us"; "andy.beckstrom@millelacs.mn.gov"; "victoriam@co.morrison.mn.us"; "Monte.Fronk@millelacsband.com"

Cc: "clayton.barg@crowwing.gov"; "Liz Gleason"

Subject: Please Post: Crow Wing County Hazard Mitigation Plan Update News Release

Date: Tuesday, October 22, 2024 2:35:00 PM

Attachments: Crow Wing County News Release - Hazard Mitigation Plan Update (10-22-24).pdf
Crow Wing County News Release - Hazard Mitigation Plan Update (10-22-24).docx

Importance: High

Greetings,

Crow Wing County Emergency Management is commencing work on the update of the Crow Wing County Hazard Mitigation Plan (HMP). Attached is a news release for your information (PDF and Word copies)

Your assistance is requested to post this news release to help notify the public about the plan update and to have an opportunity to provide feedback. If you have a website and/or Facebook page we encourage you to post the news release to those places. You may also post a hardcopy of the news release in locations that are common to the public, such as a bulletin board at City Hall. We encourage as many of ways of posting that you can cover. **Crow Wing County and all 18 city governments within the county are requested to participate in order to meet FEMA requirements.** Townships, businesses, and other agencies or organizations are also strongly encouraged to participate. As part of the plan update, we must document the public outreach that was conducted.

Note: Please respond directly to Liz Gleason, Crow Wing County Emergency Management Coordinator (Liz.Gleason@crowwing.gov) to provide information on the date and location of

your posting.
(i.e., 10/22/24, City of X website and Facebook page, also posted to City Hall Bulletin board)

Posting of the news release should only take a moment to complete. **Please seek to respond to Liz Gleason no later than Monday, October 28th.**

Thank you for your assistance.
Bonnie Hundrieser

Bonnie K. Hundrieser
Hazard Mitigation Planning Specialist
Part of the **U-Spatial@UMD** HMP Planning Team
Hundrieser Consulting LLC
Phone: 218-343-3468

From:	Darcy Dwyer
To:	PressRelease
Cc:	Clayton Barg; hundrieserconsulting@outlook.com
Subject:	Public Input Wanted as CWC Updates Hazard Mitigation Plan
Date:	Monday, September 9, 2024 12:33:11 PM
Attachments:	CWC Hazard Mitigation Plan 2024.docx CWC Hazard Mitigation Plan 2024.pdf

Good afternoon, Crow Wing County residents, community leaders, business owners, area agencies and organizations now have an opportunity to share how severe weather events impact their property and lives. There is also an opportunity to share their ideas on how to reduce local impacts in the future. Press release is attached. Let me know if you have any questions.

Darcy Dwyer
Public Information Officer
Historic Courthouse
326 Laurel Street, Suite 12
Brainerd, MN 56401

Office: (218) 822-7024
Toll Free: (888) 829-6680
www.crowwing.gov

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

PRESS RELEASE

FOR IMMEDIATE RELEASE
DATE: October 22, 2024

CONTACT
Clayton Barg
CWC Emergency Management Director
218-825-3445
Clayton.Barg@crowwing.gov

Public Input Wanted as Crow Wing County Updates Hazard Mitigation Plan

Crow Wing County residents, community leaders, business owners, area agencies and organizations now have an opportunity to share how severe weather events impact their property and lives. There is also an opportunity to share their ideas on how to reduce local impacts in the future.

The Crow Wing County Office of Emergency Management is working with U-Spatial at the University of Minnesota Duluth to update the county's Hazard Mitigation Plan (HMP). The plan assesses the natural hazards that pose risk to the county, such as tornadoes, straight line winds, ice storms, blizzards, wildfire, flooding, and extreme temperatures and identifies ways to minimize the damage of future events. As the county works to update the plan, it wants to hear from the public.

The Crow Wing County HMP is a multi-jurisdictional plan that covers Crow Wing County, including all cities and townships within the county. The Crow Wing County HMP also incorporates the concerns and needs of school districts, watershed districts, and other related agencies, organizations, or businesses participating in the planning process. The plan will be updated by a planning team made up of representatives from county departments, local municipalities, and other key stakeholders. When completed, the plan will be submitted to the Minnesota Department of Homeland Security and Emergency Management and the Federal Emergency Management Agency (FEMA) for approval.

"Hazard mitigation planning is a central part of our emergency management program," said Clayton Barg, Crow Wing County Emergency Management Director. "Understanding the natural hazards that can cause serious impact to our communities and taking action to reduce or eliminate the impact of future disasters makes us more resilient. Hazard mitigation helps us reduce, or at times eliminate, the likelihood of damage caused by things like flooding, ice storms, and severe wind events that can damage property, stress economies, and threaten life safety in our county."

Examples of hazard mitigation include:

- Conducting public outreach on severe weather awareness and preparedness
- Improving stormwater management systems to better handle high-rain events
- Removing existing buildings from flood or erosion prone hazard areas
- Increasing defensible space around homes in high-risk wildfire areas
- Constructing tornado safe rooms in vulnerable areas such as mobile home parks
- Burying overhead powerlines that may fail due to heavy snow, ice, or windstorms

Some mitigation activities may be eligible for future FEMA Hazard Mitigation Assistance grant funding.

Public input is an essential part of the plan update. As part of the planning process, Crow Wing County is seeking feedback from residents and businesses to incorporate into the plan. Your input will be recorded and incorporated into the planning process:

- **What are the natural hazards you feel pose the greatest risk to your community?**

- **Are there specific populations or assets in your community that you feel are more vulnerable to future storm events?**

- **What concerns do you have, and what sorts of actions do you feel would help to reduce damages of future hazard events in your community or the county as a whole?**

Your feedback is wanted. Comments, concerns, or questions regarding natural disasters and your ideas for mitigation projects should be submitted to Crow Wing County Emergency Management by phone at 218-829-4749, email Damage@crowwing.gov or by posting a comment via a social media posting of this article.

There will be additional opportunities for public feedback throughout the planning process. A draft of the plan will be made available for public review prior to submission of the plan to the State of Minnesota. Future news releases will be shared with the media to notify the public of these opportunities.

The Federal Disaster Mitigation Act of 2000 (DMA 2000) requires counties to update their plan every 5 years to maintain eligibility for FEMA's Hazard Mitigation Assistance (HMA) grant programs.

###

Crow Wing County HMP News Release #1 (10-22-24)
Chart Documentation of News Release Postings

Jurisdiction or Agency	Posting Representative (name and title)	Date & Location of News Release Posting
Crow Wing County	Darcy Dwyer, Public information officer	9/9/24 CWC Website, Facebook, and X. Also sent to local press 9/11/24 Brainerd Dispatch
City of Baxter	Matt Maier, Chief of Police	10/27/24 Facebook
City of Brainerd	John Davis, Chief of police Tim Holmes, Fire Chief	10/29/224 Facebook 10/25/24 Facebook
City of Breezy Point	Daniel Sathre, Police Officer	10/22/24 Board in public safety building, Facebook
City of Crosby	Michael Van Horn, Police Chief	10/30/24 City Hall
City of Crosslake	Char Nelson, Clerk	10/22/24 posted in City Hall
City of Cuyuna	Jesse Smith, Chief of Police	10/22/24 PD lobby, PD Facebook
City of Deerwood	Mike Bodle, Fire Chief	10/23/24, City Hall
City of Emily	Cari Johnson, Clerk	10/25/24, Facebook, website, official posting location
City of Fifty Lakes	Ann Raph, Clerk	10/23/24 bulletin board, website, Facebook
City of Fort Ripley	Sherry Chisolm, Clerk	10/29/24 Fort Steakhouse, gas station
City of Garrison	Jeff Turk, Clerk	10/30/24 City Hall
City of Ironton	Emma Pratt, Clerk	10/30/24 City Hall, website
City of Jenkins	Cassandra Delougherty, Clerk	10/31/24, City Hall
City of Manhattan Beach	Marlene Yurek, Clerk	10/30/24, City Hall
City of Nisswa	Jenny Max, City Administrator	10/23/24 City Hall, city website
City of Pequot Lakes	Emily Johnson, Clerk	10/30/24 Facebook, City Hall
City of Riverton		
City of Trommald	Rob Geske, Clerk	10/30/24 City Hall
Pequot Lakes School District	Kurt Stumpf, Superintendent	10/22/24 Pequot Lakes School District website
Wolford Township	Kim Marquart, Clerk	10/23/24 Town Hall
Gail Lake Township	Cathy Erickson, Clerk	10/20/24 Town Hall
Ideal Township	Craig Wallace, Clerk	10/23/24 Town Hall, township website
Aitkin County	Patrice Erickson, Dispatch Supervisor	10/23/24 Bulletin board, Facebook
Long Lake Township	Patsy Olson, Clerk	10/24/24 Long Lake Town Hall
Soil and Water Conservation District	Heidi Lake, Administrative Assistant	10/22/24 Website, Facebook

Mission township	Anna Anderson, Clerk	10/24/24 Website
Rabbit Lake Township	Linda Danielson, Clerk	10/26/24 Town Hall

Appendix H – Mitigation Actions by Jurisdiction

City of Baxter — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and social media. We also use our storm sirens to alert residents for high wind and tornado events. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	The city will work with Crow Wint County Emergency Management to help provide us with information on Everbridge and a link to sign up on the county's website. We will work to encourage residents to sign up by posting information on our city website and social media.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The City of Baxter adopts the MN State Building Code. It is enforced through our Community Development Dept. with oversight of our Building Official.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city uses the following to incorporate mitigation: Wellhead protection plan, comprehensive plan, 100-year stormwater plan, floodplain Ordinance, shoreland ordinance, and long-range transportation plan to reduce single entry points in neighborhoods.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city has completed installation of generators at lift stations. We continue to keep them maintained and functioning.	Internal: City Gen. Operating Budget

City of Baxter — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Trim trees near power lines and work with our local utility providers to convert overhead power lines to underground to reduce the risk of power outages from severe storms.	Existing Moderate 2026-2031	City Public Works Dept.	The city's electrical service is provided and maintained by Brainerd Public Utilities and Crow Wing Co-op Power & Light. They trim branches near powerlines and work on projects to convert overhead power lines to underground as they deem necessary.	External: Brainerd Public Utilities, CWCPL
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Repair/ upgrade the city's outdoor warning sirens as they approach end of life.	Existing High 2026-2031	City EM in coord with City Public Works Dept.	A new emergency warning siren was added to the Forestview neighborhood in 2024, and we added a siren to Timberwood Dr (West Industrial Park) in September 2025. We test warning sirens monthly in coordination with the Crow Wing County Sheriff's Office and keep them maintained as needed.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April. We will work to target information to residents of the mobile home park, assisted living facilities, and apartment complex owners where these residents are more highly vulnerable.	Internal: City Gen. Operating Budget

City of Baxter — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme cold event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents. We do have a day center for the homeless population in the city.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	Over the last 5 years the city of Baxter's Public Works Dept. has continued to implement improvements to our stormwater system. We continue to invest city funds to reduce vulnerability to sanitary conveyance system.	Internal: PW Dept. Budget
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Drought / Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will share information regarding drought conditions and wildfire risk with the public by posting information on our city website and social media.	Internal: City Gen. Operating Budget
13	Wildfire	Natural Systems Protection	Conduct forest management techniques to reduce wildland fuel load.	Existing Moderate 2026-2031	City Public Works Dept.	The city's public works department continues to work to remove deadfall in forested areas to decrease fuel load for a wildfire.	Internal: City PW Dept. Budget

City of Brainerd — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website, social media, and use of outdoor warning sirens. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	The city shares information on the Crow Wing County Everbridge Emergency Notification System on our city website, social media, and by making announcements at City Council meetings.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	Yes, It is enforced through our Community Development Dept. with Building Official	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	City has a Comprehensive Plan, Wellhead protection measures and acquired more land to protect wellheads. The city also participates in the NFIP and has a floodplain ordinance in place that is enforced.	Internal: City Gen. Operating Budget

City of Brainerd — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city of Brainerd wishes to upgrade an aging generator for the city's Emergency Operations Center. This may be a project for which the city would seek to apply for FEMA HMGP grant funding. Over the last 5 years the city has implemented several generator backup projects for multiple lift stations. We continue to keep these lift stations maintained. The city will purchase additional generators as deemed needed and as city funding is available.	Internal: City Gen. Operating Budget External: FEMA HMGP grant for generator
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Upgrade outdoor warning sirens within the city to warn residents of high wind or tornado events.	Existing High 2026-2031	City EM	The city wishes to upgrade 2-3 outdoor warning sirens within the city. We will work to purchase and install new warning sirens as city funding is available. We may also seek to apply for FEMA HMGP grant funding to support this effort.	Internal: City Gen. Operating Budget External: FEMA HMGP grant
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget

City of Brainerd — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	Brainerd Public Utilities	The city of Brainerd's Public Utilities continues to identify and address flood mitigation measures and stormwater management improvements. The 2025 budget included installation of on-site generators for Tyrol and Walnut and pine Lift stations. In 2020 Brainerd Public Utilities upgraded the Evergreen lift station including covering overhead power to underground, Installation of an on-site generator 1 foot over 100-year floodplain elevation, installation of new control building raised 1 foot over 100-year floodplain elevation, added 10-inch side wall on the wet well cover. Installed on-site generation to Southwest 6th street lift station. Tyrol and Buffalo Hills lift stations upgrades include controls, piping, and pumps to operate while submerged.	Internal: PW Dept. Budget
10	Flooding	Structure & Infrastructure Projects	Work with MnDOT to improve stormwater management on the Highway 210 reconstruction project.	New High 2026-2031	Brainerd Public Utilities in coord with MnDOT	The city is working with MnDOT to include multiple stormwater retention features to assist with reducing flood risk and increased flows to the Mississippi River as part of their upcoming Highway 210 reconstruction project.	Internal: PW Dept. Budget External: MnDOT Funding
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget

City of Brainerd — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city continues to use our city website and social media to raise public awareness of drought conditions and associated wildfire risk.	Internal: City Gen. Operating Budget External: CDWG grant
13	Wildfire	Education & Awareness Programs	Promote Firewise assessments and creating defensible space to homeowners located in areas at higher risk of wildfire.	New Moderate 2026-2031	City EM, City FD	Our city Fire Department continues to promote resident awareness of the benefits of creating defensible space. The FD will assist property owners with information on conducting a Firewise Assessment and assisting with on-site assessments.	Internal: City Gen. Operating Budget External: MN DNR Firewise grant, CDWG grant
14	Wildfire	Local Planning & Regulations	Create new building regulations and permitting requirements for new construction in Wildland Urban Interface (WUI) areas.	New High 2026-2031	City Admin, City FD	The city will work to develop new permitting requirements for any new construction that is planned to be located within our mapped WUI areas. City Admin will work in coordination with our Fire Department on this effort.	Internal: City Gen. Operating Budget
15	Landslides	Structure & Infrastructure Projects	Continue to monitor and address any areas of erosion that pose risk to home and structures.	New Moderate 2026-2031	Brainerd Public Utilities in coord with CWC SWCD	The city recently partnered with the Crow Wing SWCD to obtain CWA grant funding to address erosion issues in the Buffalo Hills Gully that were endangering homes and structures. We continue to monitor the success of this project and will take action on any further issue areas for dangerous erosion.	External: Crow Wing SWCD funding

City of Breezy Point — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and Facebook page. We also have a city newsletter, the Breezy Brief where we can share information. The city continues to participate in the National Weather Service's Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November. We post information on our social media for the public during these events.	Internal: City Gen. Operating Budget External: EMPG (outreach); Crow Wing County EM (in-kind); private/utility partners
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	New High 2026-2031	City Admin / City EM	We will work with Crow Wing County Emergency Management to help us with information and a link to sign up for Everbridge that we can put on our city website and social media.	Internal: City Gen. Operating Budget, Permit/inspection fees External: EMPG (training/planning if eligible)
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city enforces the MN State building code through our city Building Official. The State of Minnesota Building Code is included on the city's website under Planning & Zoning. Building permit application forms are also available on the website.	Internal: City General Fund (planning) External: FEMA BRIC (Capability & Capacity Building – planning); FEMA HMGP (Planning); EMPG; MN DNR Floodplain Management grants

City of Breezy Point — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city's planning and zoning department administers shoreland and floodplain ordinances.	Internal: City Gen. Operating Budget External: FEMA HMGP; FEMA BRIC; USDA RD – Community Facilities; local utility rebates
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city will purchase portable generators as deemed necessary to support city operations and critical infrastructure such as lift stations.	Internal: City Gen. Operating Budget External: FEMA HMGP; FEMA BRIC, vendor maintenance contract (existing)
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Repair/ replace outdoor warning sirens as they approach end of life.	Existing High 2026-2031	City EM	We test our existing warning sirens monthly in coordination with the Crow Wing County Sheriff's Office. We will work to purchase new outdoor warning sirens as city funding is available to do so. The city may also seek to apply for outside grant funding from FEMA HMGP grant funding. The City repaired existing warning sirens in 2025, and signed a maintenance contract to continue services and ensure the siren is operational at all times.	Internal: City Gen. Operating Budget External: FEMA HMGP; FEMA BRIC, vendor maintenance contract (existing)

City of Breezy Point — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budgetm External: EMPG; Crow Wing County EM (in-kind); local media
8	Severe Summer Storms	Mitigation Preparedness & Response Support / Education & Awareness Programs	Work to increase options for residents to take safe shelter during high wind or tornado events, and actively promote this information to the public during our severe spring/summer storm season.	New High 2026-2031	City Admin / City EM	In the event of severe wind or tornado events, the City of Breezy Point has made City Hall and the bathrooms outside of City Hall available to the public within business hours. The city will explore options to feasibly construct one or more new tornado safe rooms in key locations, which would be dependent upon a successful grant application to FEMA. In the absence of any new construction projects, we will seek to do an information campaign in spring for residents to be aware of existing locations where they can take emergency shelter during a severe wind or tornado event.	Internal: City Gen. Operating Budget External: FEMA HMGP safe room grant
9	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work to improve storm sheltering at city campgrounds.	Existing High 2026-2031	City EM	We have 3 campgrounds where visitors are more vulnerable to storm events. The city will work to include construction of new storm shelter facilities as future park upgrades are planned.	Internal: City Gen. Operating Budget External: FEMA HMGP/BRIC (Safe Rooms); MN HSEM pass-through; campground/user fee cost-share

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
10	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold events.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget External: EMPG (planning/equipment); NGOs/faith-based partners; utility resilience funds
11	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city has updated lift stations and continues to keep them maintained. As a result, we have had small increase/improvements in storm water collection.	Internal: PW Dept. Budget External: FEMA BRIC/HMGP; MN DNR Flood Hazard Mitigation; BWSR Clean Water Fund; MPCA Stormwater grants; City PW budget; USACE small-projects programs
12	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget External: MN DNR conservation support; EMPG (outreach)

City of Breezy Point — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
13	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our website and social media to help raise awareness of wildfire risk during periods of drought. We can also post signs at the city campgrounds if burn bans are in place for recreational fires.	Internal: City Gen. Operating Budget External: MN DNR wildfire prevention/Firewise; campground/resort partners (signage cost-share); EMPG (outreach, optional)

City of Crosby — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and social media. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will work with Crow Wing County Emergency Management to help us with information and a link to sign up for Everbridge that we can put on our city website and social media.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has adopted and enforces the MN State Building Code. The city contracts for code enforcement violations.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a wellhead protection plan and enforce our land and zoning ordinances.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for our Fire Hall.	New High 2026-2031	City PW / City EM	The city needs to obtain a backup generator for our Fire Hall. This is a project in which the city may seek to apply for future FEMA HMGP grant funding as this is a critical facility for us that needs to function in the event of extended power outages from storms.	Internal: City Gen. Operating Budget External: FEMA HMGP Grant Funding

City of Crosby — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 2 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed.	Internal: City Gen. Operating Budget
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work to address sheltering and evacuation plans for the city's campgrounds and mobile home park.	New High 2026-2031	City EM	We have 2 campgrounds and 1 mobile home park that are vulnerable to the impacts of severe storm events and flooding. We unlock City Hall to offer protection/shelter when needed. The city will work to assess potential construction of an onsite shelter at the campgrounds and mobile home park in the future as facility upgrades are planned.	Internal: City Gen. Operating Budget External: MHP Owner
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city has a comprehensive plan to update roads/storm drains. Our Public Works department continues to implement stormwater infrastructure improvement projects as they are planned and budgeted for.	Internal: PW Dept. Budget

City of Crosby — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We can also enforce burning restrictions at our campground if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Crosslake — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and Facebook. The local school practices tornado drills on an annual basis. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	The Crow Wing County Everbridge QR code is printed and put at City Hall, Corp and Chamber. The fire department also places it on their webpage. We post information on our city website and Facebook.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has a Land Use Permit Application (for residents) and a Commercial & Industrial Land Use Permit Application that must be submitted to and approved by our Planning and Zoning Department. All applicants must sign a form acknowledging they understand that according to Minnesota State Statute 326B.85, the State of Minnesota requires that all residential building contractors, remodelers and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements.	Internal: City Gen. Operating Budget

City of Crosslake — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We enforce the City of Crosslake Planning and Zoning Land Use Ordinance. We also use the City of Crosslake Comprehensive Plan Update 2035, which address emergency services and coordination with Crow Wing County on hazard mitigation planning. The City of Crosslake has adopted the DNR's Floodplain Management Regulations. The purpose of this program is to minimize the threat to life and property that can result from flooding.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city's Emergency Manager and Public Works department will continue to evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Trim trees near power lines and work with our local utility to convert overhead power lines to underground to reduce the risk of power outages from severe storms.	Existing Moderate 2026-2031	City Public Works Dept.	The city and Crow Wing Co-op Power & Light both work to manage vegetation in the city ROW near power lines to reduce the risk of downed lines from overhead branches coming down. The electric co-op works to reduce risk to overhead power lines and will implement conversion projects as they see necessary.	Internal: City Gen. Operating Budget External: Crow Wing Co-op Power & Light funding

City of Crosslake — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 10 outdoor warning sirens. We replaced 3 sirens in 2024 and 3 sirens in 2025 after an inspection. We inspect the sirens monthly in coordination with the Crow Wing County Sheriff's Office and maintain them as needed.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget

City of Crosslake — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
10	Flooding	Structure & Infrastructure Projects	Implement projects and city plans that address that address stormwater management and help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	In the past five years we have updated catch basins and storm sewer up the CSAH 66 corridor. Our city Public Works department continues to monitor and address projects to improve the city's stormwater management abilities. The city also monitors and maintains 2 dams within the city to ensure they are not compromised by high rain events. The City of Crosslake Comprehensive Plan 2035 incorporates recommendations for applying Green Infrastructure in new development as an approach for managing stormwater	Internal: PW Dept. Budget
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New High 2026-2031	City EM, City FD	We hold an annual Wildfire Prevention Even. The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We can also enforce burning restrictions at our campgrounds when a burn ban is in effect.	Internal: FD Budget, City Gen. Operating Budget

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
13	Wildfire	Education & Awareness Programs	Conduct public outreach and education on the risk of wildfire, and assist homeowners on conducting Firewise assessments and creation of defensible space.	New High 2026-2031	City EM, City FD	We partner with MN DNR - along with Firewise and community outreach for fire education implementation and wildfire mitigation activities to reduce wildland fuel loads. Community outreach and education is being conducted by the Fire Department and to work with homeowners on defensible spaces.	Internal: FD Budget, City Gen. Operating Budget
14	Wildfire	Natural Systems Protection	Work with Crow Wing County and Fairfield Township on the Bonnie Lakes Road wildfire mitigation project.	New High 2026-2031	City of Crosslake Public Works / Fairfield Township Public Works along with Homeowners	This project is included as Priority Project #1 in the Crow Wing County 2024 Community Wildfire Protection Plan. This area was selected for a priority project because of the number of structures located on a dead-end road. Removing much of the right of way fuels will help with tactical fire suppression and assist in wildland firefighters' response. It will also help with evacuation situations. The city will work with Crow Wing County Emergency Management to apply for external grant funding for this project. FEMA HMGP and the federal Community Wildfire Defense Grant are sources we may pursue.	Internal: PW Dept. Budget External: Crow Wing County, FEMA HMGP grant, CDWG grant

City of Cuyuna — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and city Facebook page. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We plan to add information and a link to the county's Everbridge system on our city webpage.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city enforces our Planning and Zoning Ordinances. Property owners and authorized agents applying for Land Use Permits are required to acknowledge that as a homeowner/business owner they are aware of the requirements in Minnesota State Statute 326B.85. This state statute requires that all residential building contractors, remodelers and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a Wellhead Protection Plan and enforce our land and zoning ordinances.	Internal: City Gen. Operating Budget

City of Cuyuna — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city's Emergency Manager and Public Works department will continue to evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren. We test the sirens monthly in coordination with the Crow Wing County Sheriff's Office and maintained it as needed. If we seek to purchase an additional outdoor warning siren, we would look to apply for FEMA HMGP grant funding to do so.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work to construct storm shelter facilities at the city campground and mountain trail bike heads.	Existing High 2026-2031	City EM	We have 1 campground, 2 Mountain Bike Trail Heads that are vulnerable to the impacts of severe storm events and flooding. We will work on potential projects to construct storm shelter facilities that would be appropriate for those locations, and as city funding is available.	Internal: City Gen. Operating Budget

City of Cuyuna — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Engineer	The city subcontracts all its road maintenance requirements and yearly reviews with its engineer, who helps the city to assess and plan for possible upcoming needs.	Internal: PW Dept. Budget
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We can also enforce burning restrictions at our campground if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Deerwood — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website. We also use our emergency storm sirens for dangerous weather warnings. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We plan to add information and a link for the county's Everbridge emergency notification system on the city bulletin boards and website directing residents to the county website to sign up.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city of Deerwood has adopted the universal building code and building permits are required. We contract out for code enforcement/inspections.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city has a Code of Ordinances that we enforce. It addresses stormwater drainage utility.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city's Emergency Manager and Public Works department will continue to evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget

City of Deerwood — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 2 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed. We would like to upgrade our warning sirens since they are aging. The city may seek outside grant funding to do this.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Seek outside grant funding to support construction of storm shelters for the mobile home park and HUD housing facility.	Existing High 2026-2031	City EM	The mobile home park and HUD housing facility do not have storm shelters in place. The city wishes to seek outside grant funding to support construction of storm shelters or tornado safe rooms for these locations. FEMA HMGP grant funding for tornado safe rooms is a grant opportunity we may decide to pursue with help from Crow Wing County Emergency Management.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	We open City Hall in the event we need to use it for public protection / sheltering.	Internal: City Gen. Operating Budget

City of Deerwood — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city Public Works Department maintains all of the city's water and sewer infrastructure. We have done some storm and sewer reconstruction as funding was available and feasible. The department is working to address lift stations that are exposed to flooding and a couple of older intersections that flood during heavy rains and snow melting.	Internal: PW Dept. Budget External: MN PFA funding
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website to help raise awareness of wildfire danger during periods of drought.	Internal: City Gen. Operating Budget

City of Emily — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and city Facebook Page. We also use our storm sirens for dangerous weather warnings. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	There is a link to CWC's Everbridge Emergency Alert System on the city's website.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city's Planning & Zoning Department requires Land Use Permits to be submitted and approved prior to beginning any construction or improvement projects.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city's planning and zoning department enforces our floodplain requirements, shoreland overlay, bluff land impact, and the City Code zoning requirements for new development. We have a 15-year Comprehensive Plan that is designed to plan physical growth of the city and appropriate land uses.	Internal: City Gen. Operating Budget

City of Emily — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	Funding is needed to purchase a generator for the City's Emergency Storm Shelter (Emily City Hall). The City plans to apply for FEMA grant funds.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Trim trees near power lines and work with our local utility to convert overhead power lines to underground to reduce the risk of power outages from severe storms.	Existing Moderate 2026-2031	City Maintenance Dept.	The city's Maintenance Dept. works to trim trees as needed within the ROW of city roads. Crow Wing Co-op Power & Light trims trees and branches near overhead power lines as needed. The Co-Op has the authority on measures to take to identify and address any vulnerable power lines, including covering overhead lines to underground.	Internal: City Gen. Operating Budget External: Crow Wing Co-op Power & Light
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and maintain as needed. The City of Fifty Lakes purchased a tornado siren and installed it in a location that covers the northwest portion of Emily with financial assistance from the Emily Fire Relief Association.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget

City of Emily — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Maintenance Dept. / MnDOT	Our city Maintenance Dept. continues to maintain our city stormwater system. In 2018 MnDOT installed a storm sewer system with the reconstruction of State Highway 6.	Internal: PW Dept. Budget
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We can also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Fifty Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website, city Facebook page, and by posting flyers on the information boards near City Hall. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	There is a link to CWC's Everbridge Emergency Alert System on the city's website and has been shared on the city's Facebook page.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city's Planning & Zoning Department requires Land Use Permits to be submitted and approved prior to beginning any construction or The City of Fifty Lakes does not enforce the Minnesota State Building Code, however, all State Licensed Contractors and property owners are responsible for complying with the State Building Code. For your protection, it is recommended that all property owners have new construction inspected and approved by a State Licensed Building Official. Improvement projects.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city incorporates mitigation into our planning and policies through our Planning and Zoning Department enforcement of city ordinances and land use permits.	Internal: City Gen. Operating Budget

City of Fifty Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City Maintenance Dept.	The city's Maintenance Department will continue to evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Trim trees near power lines and work with our local utility to convert overhead power lines to underground to reduce the risk of power outages from severe storms.	Existing Moderate 2026-2031	City Maintenance Dept.	The city's Maintenance Dept. works to trim trees as needed within the ROW of city roads. Crow Wing Co-op Power & Light trims trees and branches near overhead power lines as needed. The Co-Op has the authority on measures to take to identify and address any vulnerable power lines, including covering overhead lines to underground.	Internal: City Gen. Operating Budget External: Crow Wing Co-op Power & Light
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	In 2024 we installed two new warning sirens in strategic locations to alert residences of severe weather. We test monthly in coordination with the Crow Wing County Sheriff's Office and maintain the sirens as needed.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather and measures for personal preparedness.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April. During our local event Fifty Lakes Day we will conduct public education and will inform residents of the current storm shelters in the area.	Internal: City Gen. Operating Budget

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Severe Summer Storms	Local Planning & Regulations / Education & Awareness Programs	Ensure that the city has sheltering facilities and plans in place, and ensure the public is informed about shelter use and locations.	Existing High 2026-2031	City Admin / City EM	We have one campground and one trailer park association whose residents may look for shelter in severe weather. We make sure if there is severe weather coming to unlock the public storm shelter. The park has a new pavilion with some small areas that can hold some people as well during a severe storm. We will use our city website, Facebook page, and posted flyers and public events to inform the public about the shelters and what to do during a storm.	Internal: City Gen. Operating Budget
10	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work to improve the city's storm shelter facilities to protect those who are vulnerable to severe wind storm and tornado events.	New High 2026-2031	City Admin / City EM	The city will assess how we can improve our storm sheltering capabilities for the campground and mobile home park. Outside grant funding will be necessary for any new construction projects for storm shelter or a tornado safe room.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
11	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme heat or cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
12	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Maintenance Dept.	Our city Maintenance Department continues to maintain and improve our city's stormwater system as needed to avoid any issues with high rain events.	Internal: PW Dept. Budget

City of Fifty Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
13	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
14	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We can also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Garrison — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and city Facebook page. We also use our warning siren to be notified of severe wind or tornado events. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will work with Crow Wing County Emergency Management to provide us with information and a link to the county website for residents to sign up for the Everbridge emergency notification system. We can post information on our city website and promote it occasionally on our city Facebook page.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has a Land Use Permit Application that must be submitted to and approved by the city's Zoning Administrator.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a floodplain ordinance that is enforced.	Internal: City Gen. Operating Budget

City of Garrison — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city's Emergency Manager and Public Works department will continue to evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and maintain as needed.	Internal: City Gen. Operating Budget
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents and visitors at our campgrounds to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Address construction of new storm shelters or tornado safe rooms at campgrounds and mobile home parks within the city.	Existing High 2026-2031	City EM	The city has multiple campgrounds and mobile home parks. One mobile home park has 800+ sites, located on the Aitkin County border. Our emergency shelter is located at City Hall, but is limited to the key holder's ability to get there to open it. The city will continue to work with mobile home park operators to address evacuation and shelter planning. We will also assess improvements at campgrounds as part of budgeted facility upgrades. The city may seek to apply for FEMA HMGP grant funding to support any future construction of tornado safe rooms.	Internal: City Gen. Operating Budget External: MHP Operator, FEMA HMGP Safe Room grant

City of Garrison — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	Our city Public Works Dept. continues to maintain and improve our city stormwater system to handle high rain events.	Internal: PW Dept. Budget
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Ironton — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and city Facebook page. We also use our warning siren to warn residents of severe wind or tornado events. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	The city will work with Crow Wing County Emergency Management to help us to put information and a link to the county's Everbridge emergency notification system so that residents can sign up.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has adopted the MN State Building Code. It is enforced by our city building inspector.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a Comprehensive plan and City code for Planning & Zoning.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city will evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget

City of Ironton — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 2 outdoor warning sirens which we test monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed. The city will work to repair/ upgrade sirens as they approach end of life.	Internal: City Gen. Operating Budget
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Mitigation Preparedness & Response Support	Work to address evacuation and shelter planning for the city campgrounds and with apartment owners within the city.	Existing High 2026-2031	City EM	We have multiple campgrounds and a couple larger apartments for the elderly/mobility impaired that are vulnerable to the impacts of severe storm events and flooding. Our city EM and Fire Department continue to work on evacuation and sheltering planning for vulnerable residents if they are seeking shelter.	Internal: City Gen. Operating Budget
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme heat or cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: PW Dept. Budget

City of Ironton — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

CITY OF JENKINS — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website, through our city text alert system, and through use of our warning siren. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will work with CWC Emergency Management to help us put information on our city website about the Everbridge emergency notification system and a link to sign up on the county website.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has a Planning and Zoning Ordinances that we enforce. We require a Land Use Permit Application and review process for projects such as new construction and additions.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a Comprehensive plan and City code for Planning & Zoning.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Obtain an emergency backup generator for City Hall.	New High 2026-2031	City PW / City EM	Our City Hall is considered an emergency shelter but has very limited space and no backup power supply or generator. The city will work to purchase a generator as funding is available under our city budget and approved by City Council.	Internal: City Gen. Operating Budget

CITY OF JENKINS — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and keep maintained as needed.	Internal: City Gen. Operating Budget
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
9	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: PW Dept. Budget
10	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
11	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and city text alert system to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Manhattan Beach — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin, City Council	The city shares information with the public by posting information on our city website or by making announcements as needed at City Council meetings. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin, City Council	We will work with CWC Emergency Management to help us put information on our city website about the Everbridge emergency notification system and a link to sign up on the county website.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Planning & Zoning	The city has Planning and Zoning Ordinances that we enforce.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Planning & Zoning	We have a Comprehensive plan as well as our city code for Planning & Zoning.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City Admin, City Council	The city will evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin, City Council	The city will seek to work with Crow Wing County to help us promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget

City of Manhattan Beach — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme heat or cold temperatures.	Existing High 2026-2031	City Admin, City Council	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
8	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Admin, City Council	The city continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: City Gen. Operating Budget
9	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin, City Council	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
10	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City Admin, City Council	The city will use our city website to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Nisswa — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and city Facebook page. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will work with CWC Emergency Management to help us put information on our city website and FB page about the Everbridge emergency notification system and a link to sign up on the county website.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has local ordinances for land use regulation that we enforce.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city's planning and zoning department administers shoreland and floodplain ordinances.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city will evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget

City of Nisswa — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Work to address old trees that can come down from storms and result in major damages.	Existing Moderate 2026-2031	City Public Works Dept.	Our city has several areas with old, large trees in residential areas making them a concern causing damage or injury during storms. Our city public works department continues to trim trees in the ROW that may have dead or dying branches.	Internal: City Gen. Operating Budget
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 3 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to help us promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
9	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Address areas in the city where there should be storm shelters	Existing High 2026-2031	City EM	Our city has multiple resorts/ campgrounds along with an elementary school. We will seek to work with these areas to improve storm shelters as needed. Future construction projects may be coordinated with future facility upgrades. If any tornado safe room projects are of interest, the city would work with CWC Emergency Management to look into applying for FEMA HMGP grant funding.	Internal: City Gen. Operating Budget External: FEMA HMGP safe room grant
10	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme heat or cold temperatures.	Existing High 2026-2031	City Admin, City EM	The city has our community center available as a storm shelter with limited space. We would work with CWC emergency management if needed under a major event that displaced more people that we can include in our community center.	Internal: City Gen. Operating Budget

City of Nisswa — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
11	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: PW Dept. Budget
12	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
13	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Pequot Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website, social media, and city hall bulletin board. We also do a yearly tornado and evacuation training. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will work with CWC Emergency Management to help provide us with information and a link to put on our city website, Facebook and our bulletin boards to encourage residents to sign up.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has Planning and Zoning Ordinances that we enforce.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a Comprehensive Plan as well as our city code for Planning and Zoning. We also have a wellhead protection plan.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city had a generator installed at City Hall in case we would need to provide emergency shelter. We continue to ensure it is maintained.	Internal: City Gen. Operating Budget
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 3 outdoor warning sirens which we test monthly in coordination with the Crow Wing County Sheriff's Office and keep maintained as needed.	Internal: City Gen. Operating Budget

City of Pequot Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to help us promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work with the city's mobile home park to address evacuation and shelter planning. Plan for construction of a new tornado shelter or alternate site evacuation facility.	Existing High 2026-2031	City EM	We have limited sheltering at City Hall. We will work with the mobile home park to assess potential for future construction of a new storm shelter or tornado safe room. FEMA HMGP grant funding would be necessary for a safe room project.	Internal: City Gen. Operating Budget External: FEMA HMGP safe room grant
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme heat or cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Extreme Cold	Education & Awareness Programs	Continue to notify residents about the danger of freezing water lines pipes during periods of extreme cold.	Existing High 2026-2031	City Admin	We use our city utility billing to notify residents of potential freezes. We have a list of contact information for residents that are highly susceptible to freezes during cold weather.	Internal: City Gen. Operating Budget
11	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	Our city Public Works department continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: PW Dept. Budget

City of Pequot Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
12	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	We enforce water restrictions if there is a drought. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
13	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	We will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Trommald — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our community Facebook page and by making announcements at City Council meetings. We do not have a city website. We utilize our outdoor warning siren and a call system if needed. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will provide occasional reminders at council meetings to encourage all residents to sign up for the CWC Everbridge system.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	We have our own Planning & Zoning Ordinances and it is noted in them that standard building codes for Minnesota shall be followed.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a comprehensive plan that coordinates with our Ordinances.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city will evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and keep maintained as needed.	Internal: City Gen. Operating Budget

City of Trommald — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to help us promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
9	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: PW Dept. Budget
10	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
11	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	We will help raise awareness of wildfire danger during periods of drought by making announcements at city council meetings when needed. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Trommald — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
12	Wildfire	Natural Systems Protection	Work to implement woodland fuel reduction projects in coordination with our Fire Dept, local residents, and Crow Wing County.	New High 2026-2031	City Admin, City FD in coord with CWCEM	Efforts we may work on include encouraging residents to clean up deadfall and conducing prescribed burns. We would seek to work in coordination with CWC Emergency Management and to obtain funding for wildfire mitigation activities.	Internal: City Gen. Operating Budget External: MN DNR Firewise, Community Wildfire Defense Grant

Appendix I – Plan Maintenance & Monitoring Worksheets

During the five-year plan period, the Emergency Management Director (EMD) will require all relevant departments and jurisdictions to report on the status of their mitigation actions. This information will be used to track progress for the next plan update. Participating jurisdictions will use these worksheets to report on the mitigation activities listed in Appendix H.

Mitigation Action Tracking	
Name of Jurisdiction	
Reporting Period	
Describe the action or project.	
Who is responsible for the action?	
Project status:	☐ Complete ☐ In progress, anticipated completion date: _____ ☐ Not started ☐ Canceled
Progress Report	
Has there been any progress with this project so far?	
Are there any obstacles or challenges with this action so far?	
What steps do you need to take to complete this project?	
Other comments:	

Hazard Mitigation Plan Maintenance Schedule			
Plan Maintenance Step	When	How	Who
Monitoring	Twice per year.	Get status updates on jurisdictional mitigation actions, compile progress reports and identify any opportunities for improvement.	Emergency Management Director
Evaluating	Once a year or after a disaster event.	Use a standard form to review how the plan has been carried out so far and record lessons learned.	Emergency Management Director, Lead Jurisdiction Planning Department Manager
Updating	Every 5 years, or after a disaster event.	Review the plan and document necessary updates as necessary for the next plan update.	Emergency Management Director, Lead Jurisdiction Planning Department Manager

The EMD will also seek feedback from the Emergency Managers group on the following:

- Are there any new representatives from jurisdictions, agencies, or organizations that you feel should be included in our stakeholder outreach?

- Do you feel your community has any new vulnerabilities that may be impacted by hazard events? (critical infrastructure, systems, or populations)

- Has your community identified any new mitigation activities that would help reduce risk to future hazard events?

- Are there any funding opportunities or other resources that may be available to help implement local mitigation activities?

- How is your community integrating information from the mitigation plan into other planning mechanisms (such as plans, policies, or partnerships)?

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Electronic Transfers Authorization

AGENDA: Consent

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Connie Hillman, Finance Director

DEPARTMENT: Finance

PRESENTER:

ESTIMATED TIME (MIN):

SUMMARY OF ISSUE:
Per Mn Statute 471.38 Subd. 3a (a) in order for a city to perform electronic transfers, one of the requirements is that "the governing body shall annually delegate the authority to make electronic funds transfers to a designated business administrator or chief financial officer or the officer's designee."

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
Accounting staff routinely process electronic fund transfers as part of normal financial operations. These transactions include, but are not limited to, bond and debt service payments, investment purchases and maturities, and certain vendor payments where electronic transfer is the required or most efficient method.

Appropriate internal controls are in place to safeguard City funds and ensure compliance with financial best practices. These controls include security system access with individual usernames and passwords, transaction dollar limits based on position and responsibility, and additional review and verification requirements for transactions exceeding specified thresholds. All electronic transfers are documented and subject to internal reconciliation and audit review.

Staff is requesting continued authorization to conduct electronic transfers in accordance with established procedures and internal controls.

RECOMMENDED ACTION/MOTION:
Delegate the Finance Director and Finance Manager, or their designee, to make electronic transfers as deemed necessary by the Finance Director or Finance Manager to conduct City business in 2026.

FINANCIAL IMPACT:

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Official Newspaper for 2026 and Contract - Brainerd Dispatch

AGENDA: Consent

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Connie Hillman, Finance Director

DEPARTMENT: Finance

PRESENTER:

ESTIMATED TIME (MIN):

SUMMARY OF ISSUE:
Pursuant to City Charter, Chapter 2, Number 25: The Council shall annually at its first meeting of the year designate a legal newspaper of general circulation in the City as its official newspaper in which shall be published Ordinances and other matters required by law to be so published as well as such other matters as the Coucil may deem it in the public interest to have published in this manner.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
The Dispatch also offers the City a reduced rate per inch based on the volume. If we don't reach the volume in the agreement, next year's rate will be based on a lower volume level. Per the attached letter, the 2025 rate was $12.12 per inch. The Dispatch is proposing continuing with this rate for 2026. The standard rate is $14.60 per inch.

RECOMMENDED ACTION/MOTION:
Approve the Brainerd Dispatch as the legal newspaper and authorize signatures on agreement with the Dispatch for a rate of $12.12 per inch.

FINANCIAL IMPACT:
A fixed dollar amount was budgeted for publications based on previous years expenditures.

BRAINERD DISPATCH

506 James St.
Brainerd, MN 56401

218-829-4705

RECEIVED
DEC 15 2025
CITY OF BRAINERD
ADMINISTRATION

December 10, 2025

The Brainerd City Council
501 Laurel Street
Brainerd, MN 56401

Re: Legal newspaper for 2026

The Brainerd Dispatch is applying to continue as the legal publication for the City of Brainerd in 2026. We value our longstanding relationship, including publishing news coverage of the monthly council meetings.

All legal notices are published in the Brainerd Dispatch classified section and are also available on brainerddispatch.com. Minnesota recognizes digital newspaper subscriptions for the E-edition, and legals also appear on digital pages with more than 5,000 subscribers.

The Brainerd Dispatch publishing legal rate for 2026 will remain **$12.12 per column inch**, which includes being posted online at no additional charge.

Thank you for considering the Brainerd Dispatch for publishing City of Brainerd legal notices in 2026.

Sincerely,

Aleisha Gaalswyk Stephens

Aleisha Gaalswyk Stephens
General Manager / Advertising Director
Brainerd Dispatch & Pine and Lakes Echo Journal
(218) 855-5855

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Leauge of Minnesota Cities Insurance Trust (LMCIT) Liability Coverage Waiver Form

AGENDA: Consent

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Connie Hillman, Finance Director

DEPARTMENT: Finance

PRESENTER:

ESTIMATED TIME (MIN):

SUMMARY OF ISSUE:
Annually, the City needs to decide whether or not to waive the statutory tort limits. The waiver form is attached for your review. Historically, the City has elected **not** to waive the statutory tort limit. By doing so, the City is limited by the statute to no more than $500,000 per claimant and $1.5 million per occurrence for tort claims.

If the City chose to waive (the other option), a claimant could recover up to a standard limit of $2 million rather than the statutory limit of $500,000 per claimant.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
Liability coverage is more expensive if the city waives the limits. The cost difference is approximately 3.5% of the liability premium for members that choose to waive it. Waiving the limits does not give the city better protection; the benefit is only to the party who is making the liability claim against the city.

RECOMMENDED ACTION/MOTION:
Move to approve and submit the liability coverage waiver form with "does not waive" the monetary limits on munipcal tort liability established by Minnesota Statutes, Section 466.04 option selected.

FINANCIAL IMPACT:

LEAGUE of MINNESOTA CITIES

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Email completed form to your city's underwriter, to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than $500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to $1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.

- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to $2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is $2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to $2,000,000, regardless of the number of claimants.

- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: City of Brainerd

Check one:

☒ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: January 5, 2026

Signature: _____

Position: City Administrator

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: 2026 Library Fund Budget

AGENDA: Consent

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Connie Hillman, Finance Director

DEPARTMENT: Finance

PRESENTER:

ESTIMATED TIME (MIN):

SUMMARY OF ISSUE:
The Council has historically adopted a budget for the Library Fund. As noted at the December 15th council meeting, the library budget for 2026 was not included when the rest of the 2026 budgets were adopted. Attached is the proposed Library Fund budget as approved by the Library Board.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
The Library Fund accounts for the tax levy revenue requested by the Library from the City, and to track the City's cost of maintaining the building.

RECOMMENDED ACTION/MOTION:
Motion to adopt the 2026 Library Fund budget as presented.

FINANCIAL IMPACT:

LIBRARY FUND

	2024 Actual	2025 Budget	2026 Budget
Revenues			
Property Taxes	146,786	152,784	155,840
Other Taxes	2,166	-	-
Interest	8,397	-	-
Contributions & Donations	17,762	-	-
Other Revenue	105,645	-	-
Total Revenues	**280,756**	**152,784**	**155,840**
Expenditures			
Supplies	12,517	10,300	15,500
Services	150,303	142,484	140,340
Capital	101,303	-	-
Total Expenditures	**264,123**	**152,784**	**155,840**
Other Sources (Uses)			
Transfer In (Out)	-	-	-
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	**-**	**-**	**-**
Excess of Revenue Over (Under) Expenditures and Other Sources (Uses)	**16,634**	**-**	**-**
Fund Balance - Jan 1st	405,742	422,376	422,376
Fund Balance - Dec 31st	422,376	422,376	422,376

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Hiring - Winter Temporary Employees

AGENDA: Consent

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Kris Schubert, Human Resources Director

DEPARTMENT: HR

PRESENTER: Kris Schubert, Human Resources Director

ESTIMATED TIME (MIN): N/A - consent calendar

SUMMARY OF ISSUE:
Attached is a listing of our 2025-2026 Winter temporary employees that have recently received a conditional job offer and have successfully completed their background checks.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
Pursuant to MN Statute, seasonal assignments are limited to 67 working days per calendar year OR 100 working days per calendar year if the employees are under the age of 22, are full-time students enrolled in a nonprofit or public educational institution prior to being hired by the employer, and have indicated, either in an application for employment or by being enrolled at an educational institution for the next academic year or term, an intention to continue as students during or after their temporary employment.

RECOMMENDED ACTION/MOTION:
Consent Calendar - Authorize the hiring of the 2025-2026 Winter temporary employees as presented on the January 5, 2026, listing.

FINANCIAL IMPACT:
The positions are included in the 2025-2026 budget.

2025-2026 Winter Temporary Employees

	Name	Job Title	Date of Hire	2026 Hourly Rate
*	Chris Gratke	BPU Business Office Intern	12/18/2025	$21.00
*	Terry Berger	Warming House Attendant	12/22/2025	$18.00
*	Charles Smith	Warming House Attendant	12/22/2025	$18.00
*	Sawyer Riffle	Warming House Attendant	12/22/2025	$18.00
*	William Middagh	Warming House Attendant	12/22/2025	$18.00
*	Kaden Schilling	Warming House Attendant	12/22/2025	$18.00
*	Avery Vagts	Warming House Attendant	12/22/2025	$18.00
	Colton Bursch	Warming House Attendant	12/22/2025	$18.00
	Maggie Schilling	Warming House Attendant	12/22/2025	$18.00
	Jackson Danielowski	Warming House Attendant	12/22/2025	$18.00
	Bo Schwartz	Warming House Attendant	1/5/2026	$18.00

Submitted for Consideration for the January 5, 2026 Council Meeting

* Returning Employee

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Hiring - HR Assistant Ashley Thramer

AGENDA: Consent

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Kris Schubert, Human Resources Director

DEPARTMENT: HR

PRESENTER: Kris Schubert, Human Resources Director

ESTIMATED TIME (MIN): N/A - consent calendar

SUMMARY OF ISSUE:
We received 55 applications for the HR Assistant position. Staff invited 7 to interview and made an offer to Ashley Thramer. Ashley will start with us on January 13, 2026, at Step 1 of the 2026 HR Assistant Wage Grid ($34.08 per hour)

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION:
Consent Calendar - Ratify the hiring of Ashley Thramer for the HR Assistant position effective January 13, 2026; further, that she be placed on Step 1 of the HR Assistant wage grid ($34.08 per hour).

FINANCIAL IMPACT:
The position was included in the 2026 budget.

SPECIAL EVENT APPLICATION

Date of Application: 12/30/2025

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

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

Name of event: MCCL Annual March for Life

Organizer Information

Organizer's Name: Lisa Anderson Crow Wing County MCCL

Organizer's Address: 31945 HARVEST RD

Event Contact Person: Lisa Anderson

Event Contact Daytime Phone: 3202939694

Event Contact E-mail Address: lisandan13@gmail.com

Contact Name/Number Day of Event: Lisa 320-293-9694

For Profit/Nonprofit Status (type): non-profit

Applicant information (if different from the event organizer):

Applicant Name: same

Applicant Address: _____

Applicant Phone: _____

Applicant E-mail Address: _____

Event Information

Event Details (list each date separately)

Event Date	Start Time	End Time	Event Location(s) – see locations listed below
January 22 2026	11:30 am	noon	March from the corner of
			South 6th and Oak street.
			Participants walk down 6th
			Street to Laurel and on
			to the Courthouse

☐ Recurring event (requires only one application submittal per year)

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

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

Description of Activities

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

Participants will gather at the corner of 6th St and Oak St

Police escort is desired as the walkers move from there to the Courthouse

The march for Life concludes at the courthouse and the walk takes about 15 minutes

Site Information

Electrical usage ☐ Yes ☑ No

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

_____

_____

Amplified Sound ☐ Yes ☑ No

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

_____

_____

Restrooms provided ☐ Yes ☑ No

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

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

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

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

MCCL will provide banners and posters to the participants

_____

_____

Trash Receptacle Disposal ☐ Yes ☑ No

Company contracted for trash receptacle disposal: _____

Additional Event Information

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

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

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

Street Closure Request Information

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

South 6th Stret to Laurel and on to the Courthouse

Date and time for beginning of street closures: 11:30 am

Date and time for reopening of streets: Noon

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

Businesses will not be impacted by this short walk

We ask our participants not to leave their cars at the site where the march begins.

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

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

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

Hold Harmless Agreement and Insurance Information

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

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

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

Signature of Event Applicant

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

_____

Signature of Applicant

Lisa Anderson

_____

Print Name

Contacts, Permits, and Fees Checklist

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

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

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

Contact Information

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

Event Application Approval

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

_____ _____

City Administrator Date

Approval Conditions:

Contact MnDOT for a ROW permit.
Contact Brainerd Police Department to coordinate services.

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Misdemeanor Prosecution Joint Services Agreement - Cities of Baxter and Nisswa

AGENDA: P&F Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Nick Broyles, City Administrator

DEPARTMENT: Administration

PRESENTER: Nick Broyles, City Administrator

ESTIMATED TIME (MIN): 5 minutes

SUMMARY OF ISSUE:
At the December 1, 2025, city council meeting, the council approved our misdemeanor prosecution agreement contingent upon approval of a joint services agreement with Baxter and Nisswa. Both cities have signed the joint services agreement and the signature pages are attached.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
Below is a history of the allocation of the last couple of years using 3-year average number of hours, excluding that administrative fee:

		Nisswa		Baxter		Brainerd			
		Percentage Share	Dollar Share	Percentage Share	Dollar Share	Percentage Share	Dollar Share	Court Fine Revenue	Difference
	2026	6.62%	$15,860	38.86%	$88,311	56.52%	$135,413	$91,000 (budget)	($44,413)
	2025	7.62%	17,769	33.60%	78,354	58.78%	137,048	95,521 (est)	(41,527)
	2024	6.97%	15,803	31.11%	70,501	61.91%	140,296	91,622	(48,674)
	2023	7.01%	15,414	30.29%	66,632	62.71%	137,954	94,144	(43,810)

RECOMMENDED ACTION/MOTION:
Move to approve the attached joint services agreement to accompany the misdemeanor prosecution agreement.

FINANCIAL IMPACT:
As reflected in the table.

Joint Prosecution Services Agreement

This agreement is entered into by and between the cities of Brainerd, Baxter and Nisswa, each a Minnesota municipal corporation, as of the effective date set forth below.

Recitals

The cities of Brainerd, Baxter and Nisswa have jointly contracted to share prosecution services for various offenses since 1991 and wish to continue doing so.

Historically, these prosecution services were provided by legal counsel appointed by, and under contract with, the city of Brainerd, and Brainerd is willing to continue that arrangement subject to the terms of this agreement.

Agreement

1. Purpose. The purpose of this agreement is to create a mechanism for providing cost-effective prosecution services for Brainerd, Baxter and Nisswa. All former agreements concerning such services between the three cities are hereby terminated.

2. Shared Services.

    a. Brainerd shall contract with a licensed attorney to provide prosecution services for the three cities. The services are for prosecution of all petty misdemeanors, misdemeanors, and those gross misdemeanors offenses that may be prosecuted by the cities under Minnesota Law and city ordinances, which occur within the jurisdictional limits of Brainerd, Baxter, and Nisswa. Such matters include Driving After Cancellation – Inimical to Public Safety, theft cases between $500 dollars and $1,000 dollars, receiving stolen property, check forgery, financial transaction card fraud, school bus stop arm violations, no insurance, and gross misdemeanor violations of Minn. Stat. 169A. The prosecuting attorney shall also represent the cities in all forfeiture matters arising from and related to a criminal matter prosecuted pursuant to the prosecution agreement between Brainerd and the prosecuting attorney.

    b. Brainerd shall have sole discretion over the choice of prosecution counsel and the terms of the prosecutor's contract, except as provided herein.

    c. Brainerd shall arrange for the prosecutor to report to Brainerd the information necessary to calculate the cost split between Brainerd, Baxter and Nisswa.

3. Term.

a. This agreement shall commence on January 1, 2026, and continue through December 31, 2028, unless otherwise terminated as provided herein.

b. This agreement shall terminate in the event the prosecution contract between Brainerd and prosecution counsel is terminated prior to December 31, 2028, and (i) Brainerd is unable to secure a substitute prosecution contract acceptable to Brainerd; or (ii) the replacement prosecutor declines to provide prosecution services to all three parties to this agreement. In the event of early termination, the parties shall divide the cost of prosecution services rendered, as provided in Section 4 below, except that the prosecutor's report shall be provided within 60 days of termination and Baxter's and Nisswa's payments of their respective shares shall be made to Brainerd within 30 days thereafter.

4. Cost Share.

   a. The total cost of the legal services agreement between Brainerd and prosecution counsel shall be divided between Brainerd, Baxter and Nisswa based on each party's respective share of the prosecutor's case load, based on 3-year rolling average.

      i. Total cost is defined as the total amount paid by Brainerd to prosecution counsel for prosecution services rendered under the legal services agreement for a given calendar year, including fees and all allowed out-of-pocket costs, plus a 5% administrative fee for Brainerd's administration of this agreement.

      ii. The case load for each party is determined by the number of hours spent prosecuting cases handled by the prosecutor for each respective party plus the costs associated with those cases.

   b. Brainerd shall provide Baxter and Nisswa with the previous year's statistics by October 15th, along with the total estimated cost of the next year's prosecution services and each party's respective share. The report shall set forth the individual cases handled by the prosecutor for each party.

   c. Based on the above calculation, Baxter and Nisswa shall forward one quarter of their respective annual cost to Brainerd by the end of each calendar quarter.

5. Dispute Resolution. In the event a party disputes the prosecutor's report or the division of cost, the parties shall meet and confer, with the prosecutor, and attempt to resolve the issues informally. This informal conference is required prior to taking any further action under this Agreement. In the event that the issues are not resolved, the parties shall attempt to mediate with a third-party mediator, unless all parties waive mediation in writing. The cost of mediation

shall be split evenly between the parties. In the event that mediation is unsuccessful, any party may resort to any legal remedy allowed by law.

6. Disbursement of Funds. Any excess funds paid to Brainerd shall be returned to the party submitting the funds, subject to that party's financial obligations under this agreement.

7. Liability.

   a. Hold Harmless. Each party shall be liable for its own acts to the extent provided by law and, to the extent allowed by law, hereby agrees to defend, indemnify and hold harmless other party, and its officers, employees and agents, against any and all liability, loss, costs, damages, expenses, claims or actions, including reasonable attorneys' fees, which the other party may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the indemnifying party, and its officers, employees or agents, in the execution or performance or failure to adequately perform its obligations pursuant to this agreement. Nothing in this agreement shall require a party to defend, indemnify or hold harmless the other party for the other party's own acts or omissions.

   b. Liability Limits. It is understood and agreed that the parties' liability shall be limited by the provisions of Minnesota statutes, chapter 466, and/or other applicable laws. The hold harmless provision of this agreement does not constitute a waiver by any party of any limitations on liability provided under Minnesota statutes, section 466.04, as amended. To the fullest extent permitted by law, actions by the parties pursuant to this agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota statutes, section 471.59, subdivision 1a(a) and (b) as amended. Each party to this agreement expressly declines responsibility for the acts or omissions of the other party. Each party agrees to promptly notify the other party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, involving or reasonably likely to involve the other party, and arising out of acts or omissions related to this agreement.

City of Brainerd

Dave Badeaux
Mayor

Date

Nicholas W. Broyles
City Administrator

Date

City of Baxter

12-16-25

Darrel Olson
Mayor

Date

12/16/25

Bradley Chapulis
City Administrator

Date

City of Nisswa

Jennifer Carnahan
Mayor

Date

Todd Szymanski
Police Chief

Date

City of Brainerd

Dave Badeaux
Mayor

Date

Nicholas W. Broyles
City Administrator

Date

City of Baxter

Darrel Olson
Mayor

Date

Bradley Chapulis
City Administrator

Date

City of Nisswa

Jennifer Carnahan
Mayor

12/14/25
Date

Todd Szymanski
Police Chief

12/22/25
Date

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Position Recommendation - Water/Wastewater Operator

AGENDA: P&F Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Paul Sandy, Public Utilities Director, Kris Schubert, Human Resources Director

DEPARTMENT: Public Utilities

PRESENTER: Paul Sandy, Public Utilities Director, Kris Schubert, Human Resources Director

ESTIMATED TIME (MIN): 2 Minutes

SUMMARY OF ISSUE:
Upon review of the roles and responsibilities of our current wastewater and water operators at each facility, the management team is presenting a new combined position to backfill the current vacancy at the wastewater treatment plant (wastewater operator). Attached is a new job description that combines the duties of the current water and wastewater operator job descriptions for the Council's consideration.

The Brainerd Public Utilities Commission, at its December 23, 2025, meeting recommended approval of the new position and job description.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
The purpose of this new position is to consolidate the responsibilities of the existing Water Operator and Wastewater Operator roles into a single hybrid position. This approach is intended to enhance operational flexibility across both the water treatment plant and the wastewater treatment plant. By creating a combined role, management and operator staff will be better equipped to respond to operational needs and maintenance requirements at either facility, ensuring greater efficiency and adaptability in future staffing.

For current employees, both water and wastewater operators will have the option to reclassify into this new position, provided they meet the minimum qualifications outlined in the job description. In accordance with the Employee Policy Manual, they may reclassify and would advance to the next step on the wage grid with at least a 3% increase, unless they are already at Step 6.

Following approval of the job description by both the Commission and City Council, the next steps will include negotiating the wage rate with IBEW Local 31. Once a final wage agreement is reached, it will be presented to the Commission and City Council for formal approval. After these approvals, the position will be posted for applicants.

RECOMMENDED ACTION/MOTION:

Motion to approve the attached Water/Wastewater Operator job description; further, to authorize Staff to negotiate the wage with the IBEW Union.

FINANCIAL IMPACT:

This position has been budgeted for during the 2026 budget process, approved by both Commission and City Council.

Water/Wastewater Operator

Department: Public Utilities FLSA Status: Non-Exempt

General Definition of Work

Performs skilled trades work operating the water and wastewater treatment plants, sanitary sewer lift stations and water booster stations; including monitoring, evaluating and troubleshooting water and wastewater operations to ensure permit requirements are met, and related work as apparent or assigned. Work is performed under the moderate supervision of the assigned facility Crew Chief.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. The omission of specific statements of duties does not exclude employee from the position if the work is similar, related, or a logical assignment to the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

- Operates water and wastewater treatment plants, sanitary sewer lift stations, and water booster stations ensuring compliance with operating permit requirements including but not limited to chemical additions, testing results, maintaining records; and preparing reports.
- Makes regular inspections of plants and equipment to ascertain that it is always in proper operation; monitors treatment process and flow throughout plants; performs repair and maintenance of wastewater and water equipment and reports major repair needs to the assigned Supervisor; troubleshoots telemetry, mechanical, chemical, biological, hydraulic and pneumatic systems; conducts repairs.
- Maintains records of plant operations and prepares periodic reports for submission to the assigned facility Crew Chief, Water/Wastewater Manager and/or others as required.
- Inspects and monitors water and wastewater treatment plants equipment and machinery to determine that all machinery is operating properly and to ensure proper treatment of water and wastewater and the disposal of sludge and biosolids; takes samples of water and wastewater at various stages of treatment processes in the water and wastewater plants.
- Reads various charts, graphs, gauges and meters; monitors and regulates tank levels and flow pressures to document operations and prepare reports.
- Responds to calls; participates in an on-call rotation providing first response to after-hour alarms or calls.
- Monitors SCADA and alarm systems.
- Performs facility custodial duties.
- Performs drinking water sample collection procedures.
- Performs the sludge application and hauling process.
- Assists in training personnel in water/wastewater procedures, requirements, and equipment.
- Maintains state certifications for operations by attending training seminars.
- Performs related tasks as assigned.

Knowledge, Skills and Abilities

- Thorough knowledge of the operating characteristics and maintenance requirements of water and wastewater treatment plants, sanitary sewer lift stations and water booster stations.
- Thorough knowledge of hydraulic, chemical and mechanical principles pertinent to water and wastewater treatment plant operations.
- Ability to maintain current knowledge of treatment processes and governmental rules and regulations pertaining to water and wastewater treatment industry, including MPCA, MDH, EPA, NELAC, and OSHA.

Knowledge, Skills and Abilities (Cont.)

- Thorough knowledge of the occupational hazards of the work and necessary safety precautions to comply with OSHA safety requirements.
- Ability to detect flaws in the operation of mechanical equipment and to determine proper remedial measures; skilled in the use and care of hand tools.
- Ability to solve practical problems and deal with a variety of variables in situations where only limited standardization exists.
- Ability to read meters and gauges accurately and to maintain records of operations.
- Ability to write routine reports and correspondence.
- General knowledge in the use and care of laboratory testing and analysis equipment and instruments.
- Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
- Ability to plan workload to meet time requirements.
- Ability to read and interpret documents such as safety rules, as-built construction drawings, operating and maintenance instructions, procedure manuals, and policies.
- Ability to listen and speak effectively; follow oral and written instructions.
- Ability to establish and maintain effective working relationships with coworkers, supervisors, and customers.

Education, Experience and Special Requirements

- High School Diploma or General Education Degree (GED).
- Valid driver's license.
- Minnesota Class A commercial driver's license with tanker endorsement or ability to obtain within twelve (12) months of hire.
- Possession of or ability to obtain within eighteen (18) months of hire:
    - MPCA Class D Wastewater Operator Certificate;
    - MDH Class D Water Operator Certificate;
    - MPCA Type 4 Sludge Certificate; and
    - Minnesota Special Class Boilers Operating Engineers License.
- Advancement to MPCA Class B Wastewater Operator Certificate as permitted by in-service time and training.

The following are highly desirable qualifications when hiring:

- Graduation from Technical/Community College training program with specialized training in wastewater operations.
- Training and/or experience in the operation, maintenance, repair and service of water and wastewater treatment facilities, sanitary sewer lift stations, water booster stations and related equipment.
- Possession of a Minnesota Class A CDL license with tanker endorsement.
- Possession of MPCA/MDH Water/Wastewater Class C or higher Operator certificate.

Physical Requirements

This work requires the regular exertion of up to 25 pounds of force, frequent exertion of up to 50 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires standing, sitting, speaking or hearing, reaching with hands and arms and repetitive motions, frequently using hands to finger, handle or feel, tasting or smelling and lifting and occasionally requires walking, climbing or balancing, stooping, kneeling, crouching or crawling and pushing or pulling, lifting and repetitive motions; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using measuring devices, assembly or fabrication of parts within arm's length, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; worker is frequently exposure to outdoor weather conditions and occasionally requires wet, humid conditions (non-weather), working near moving mechanical parts, exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to the risk of electrical shock, exposure to vibration; work is generally in a moderately noisy location. The worker may be exposed to bloodborne pathogens and may be required to wear specialized personal protective equipment.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer, as the needs of the employer and requirements of the job change.

Last Revised: December 3, 2025

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Memorandum of Agreement - MN Paid Family Medical Leave for IBEW Unions

AGENDA: P&F Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Kris Schubert, Human Resources Director

DEPARTMENT: HR

PRESENTER: Kris Schubert, Human Resources Director

ESTIMATED TIME (MIN): 2 Minutes

SUMMARY OF ISSUE:
Effective January 1, 2026, Minnesota law established the new statewide mandatory Paid Family and Medical Leave (PFML) Program. The League of MN Cities advised cities that many labor experts felt there is a negotiation obligation to establish the premium split for represented employees for this new program.

On December 5th, the IBEW Union, which represents employees in the Public Utilities Department and Administrative Support units, submitted a draft MOA for City consideration. That draft was revised to align with the MOA previously approved by the City Council for the IUOE Local 49 Unions, covering the Street and Park Division employees.

Attached are the signed MOA's approved by the IBEW Union for Council review and approval.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
The proposed IBEW MOA does not change any current City practice or policy. It simply formalizes and acknowledges the mutual understanding between the City and the Union regarding the City's existing policy.

RECOMMENDED ACTION/MOTION:
Motion to approve the PFML Memorandums of Agreement with the IBEW Public Utilities and Administrative Support Unions as presented.

FINANCIAL IMPACT:
N/A - The 50% employer-50% employee PFML premium split was included in the 2026 budget.

Memorandum of Agreement

This Memorandum of Agreement (hereinafter, "MOA") is entered into between the City of Brainerd (hereinafter, "City") and the International Brotherhood of Electrical Workers, Local No. 31 (hereinafter, "Union"), on behalf of the Brainerd Public Utilities bargaining unit. The City and the Union are hereinafter referred to collectively as the "parties," and individually as a "party."

WHEREAS, the City and Union are parties to a collective bargaining agreement in effect from January 1, 2024, to December 31, 2026 (hereinafter, "CBA"); and

WHEREAS, the parties have agreed to negotiate the Employer and Employee Minnesota Paid Family and Medical Leave ("PFML") premium contribution rate, which are effective January 1, 2026, or such other date as required by Minnesota law;

NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. Pursuant to Minn. Stat. § 268B.14, the Employer agrees to pay fifty percent (50%) of the PFML premiums for all regular employees represented by the Union for the duration of the Collective Bargaining Agreement, and the employees agree to pay the remaining fifty percent (50%) of the PFML premiums, payable through a wage deduction by the Employer.

2. The 2026 rate is 0.79% of covered payroll in comparison to the state of Minnesota plan rate which is 0.88% of covered payroll.

3. The employer will pay the rate of 0.395% of the covered payroll and the employee will pay the rate of 0.395% of covered payroll.

4. This Memorandum of Agreement shall remain in effect until December 31, 2026, or until a successor Collective Bargaining Agreement has been ratified by the parties.

5. Nothing in this Memorandum of Agreement shall be deemed to establish a precedent or practice, or to alter any established past practice or precedent arising out of or relating to the CBA. Except with regard to the interpretation and application of this Memorandum of Agreement, no Party may introduce this Memorandum of Agreement in any proceeding as evidence of any practice or precedent.

6. This Memorandum of Agreement shall be construed to have been drafted equally by the Parties.

All other provisions of the Collective Bargaining Agreement between the Employer and the Union will remain unchanged.

This Memorandum of Agreement represents the complete and total agreement of both parties.

By signing below, each party specifically acknowledges that it has read this Memorandum of Agreement and that it understands and agrees it is legally bound by all terms of the Memorandum of Agreement.

IN WITNESS whereof the parties have entered into this MOA on the dates shown below.

FOR THE CITY OF BRAINERD	FOR INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS, LOCAL NO. 31
Nicholas W. Broyles, City Administrator	Kristin Renskers, Business Manager
Date	12/29/2025 Date

Memorandum of Agreement

This Memorandum of Agreement (hereinafter, "MOA") is entered into between the City of Brainerd (hereinafter, "City") and the International Brotherhood of Electrical Workers, Local No. 31 (hereinafter, "Union"), on behalf of the Administrative Support bargaining unit. The City and the Union are hereinafter referred to collectively as the "parties," and individually as a "party."

WHEREAS, the City and Union are parties to a collective bargaining agreement in effect from January 1, 2024, to December 31, 2026 (hereinafter, "CBA"); and

WHEREAS, the parties have agreed to negotiate the Employer and Employee Minnesota Paid Family and Medical Leave ("PFML") premium contribution rate, which are effective January 1, 2026, or such other date as required by Minnesota law;

NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. Pursuant to Minn. Stat. § 268B.14, the Employer agrees to pay fifty percent (50%) of the PFML premiums for all regular employees represented by the Union for the duration of the Collective Bargaining Agreement, and the employees agree to pay the remaining fifty percent (50%) of the PFML premiums, payable through a wage deduction by the Employer.

2. The 2026 rate is 0.79% of covered payroll in comparison to the state of Minnesota plan rate which is 0.88% of covered payroll.

3. The employer will pay the rate of 0.395% of the covered payroll and the employee will pay the rate of 0.395% of covered payroll.

4. This Memorandum of Agreement shall remain in effect until December 31, 2026, or until a successor Collective Bargaining Agreement has been ratified by the parties.

5. Nothing in this Memorandum of Agreement shall be deemed to establish a precedent or practice, or to alter any established past practice or precedent arising out of or relating to the CBA. Except with regard to the interpretation and application of this Memorandum of Agreement, no Party may introduce this Memorandum of Agreement in any proceeding as evidence of any practice or precedent.

6. This Memorandum of Agreement shall be construed to have been drafted equally by the Parties.

All other provisions of the Collective Bargaining Agreement between the Employer and the Union will remain unchanged.

This Memorandum of Agreement represents the complete and total agreement of both parties.

By signing below, each party specifically acknowledges that it has read this Memorandum of Agreement and that it understands and agrees it is legally bound by all terms of the Memorandum of Agreement.

IN WITNESS whereof the parties have entered into this MOA on the dates shown below.

FOR THE CITY OF BRAINERD	FOR INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS, LOCAL NO. 31
Nicholas W. Broyles, City Administrator	Kristin Renskers, Business Manager
Date	12/29/2025 Date

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Change Order #4 - Imp 23-13 - TH 371B/Willow Street Roundabout Project

AGENDA: SPW Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Jessie Dehn, City Engineer, Mike Habighorst, Public Works Director

DEPARTMENT: Public Works

PRESENTER: Jessie Dehn, City Engineer

ESTIMATED TIME (MIN): 2 Minutes

SUMMARY OF ISSUE:
Attached is Change Order #4 for Improvement 23-13 - TH 371B/Willow Street Roundabout Project. The change order is reflective of an additional tree removal necessary on the project adjacent to the north side of Willow Street. After grading from the new sidewalk and the adjacent residential driveway, a significant amount of the tree roots were cut and which led to a safety concern for the tree. As the tree was significantly larger and adjacent to newly placed infrastructure, a crane was required to take down the tree.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
The cost of the change order is a total of $8,559.49. This cost would be state aid eligible.

RECOMMENDED ACTION/MOTION:
Move to approve Change Order #4 in the amount of $8,559.49.

FINANCIAL IMPACT:
$8,559.49

SP/SAP(s)	108-070-001; 108-124-009	MN Project No.:	HSIP-CRP 1825(065)	Change Order No.	4

Project Location	TH 371B (South 6th Street) at Willow Street		
Local Agency	City of Brainerd	Local Project No.	BRDMN 173744
Contractor	Landwehr Construction, Inc.	Contract No.	
Address/City/State/Zip	651 60th Street South, St. Cloud, MN 56301		
Total Change Order Amount $	**8,559.49**		

Issue: The Engineer has determined the Contract needs to be revised in accordance with specification 1402.5 - Extra Work.

During construction activities, the Engineer determined that a large deciduous tree (approx. 36" diameter, 80-100' tall, maple) located at Station 117+63 LT, that the Plans called for to remain and be protected, needed to be removed for safety reasons prior to completing construction of the planned adjacent concrete sidewalk. In preparation for concrete work, a significant share of the tree's root system needed to be cut there were safety concerns with the tree tipping over. There is no bid item for tree clearing.

Resolution:

At the direction of the Engineer, the Contractor removed and disposed of the tree and stump off-site in accordance with project requirements. Due to the size and location of the tree, its proximity to homes, the urgency to have the work completed within 24-hours in mid-October due to the last adjacent concrete pour planned for the next day and final lift paving planned for the following week – all in order to complete the project before winter, and the need to not damage newly constructed street and sidewalk improvements, it was necessary to utilize a crane and specialty tree removal subcontractor to complete the work in a "surgical manner" due to the built environment. This work falls outside of the scope of the original contract and will be paid as detailed in the Estimate of Cost section below.

Entitlement: Payment for this work will be at: Negotiated Unit Prices as provided in MnDOT Specification 1904 as shown in the estimate of cost.

This document does not change Contract Time.

Estimate Of Cost:

**Group/ funding Category	Item No.	Description	Unit	Unit Price	+ or – Quantity	+ or – Amount $
4	2101.601	MIKE'S TREE COMPANY INVOICE (REMOVE AND DISPOSE OF TREE)	LUMP SUM	$4,026.56	1	$4,026.56
4	2101.601	MIKE'S TREE COMPANY - PRIME CONTRACTOR MARK-UP	LUMP SUM	$402.66	1	$402.66
4	2101.601	CRANE TO ASSIST WITH TREE REMOVAL	LUMP SUM	$2,792.40	1	$2,792.40
4	2101.601	REMOVE AND DISPOSE OF STUMP	LUMP SUM	$1,853.00	1	$1,337.87
					Net Change this Change Order	**$8,559.49**

Existing bid item subject to price adjustment

****Group/funding category is required for federal aid projects***

1 – SP 1814-10

SP/SAP(s)	108-070-001; 108-124-009	MN Project No.:	HSIP-CRP 1825(065)	Change Order No.	4

2 – SP 108-070-001 (Roadway)

3 – SP 108-070-001 (Storm Sewer)

4 – SAP 108-124-009

5 – City of Brainerd (Local)

Pricing Approved by MnDOT Estimating: Name: Ross Hendrickson/ John Bier Date: 12/12/2025

Attachments: Landwehr price quotation.

Project Engineer: Scott D. Hedlund Date: 12/15/2025

Print Name: Scott Hedlund, PE Phone: 612.865.3509

Contractor: Date: 12/15/25

Print Name: Bryan Pearson Phone: (320) 252-1494

City: Date:

Print Name: Phone:

Other required signatures (MnDOT if work on Trunk Highway, other agency as needed). These signatures should be inplace before submittal to DSAE.

Signature: Isaiah Escobedo Digitally signed by Isaiah Escobedo DN: CN=Isaiah Escobedo Date: 2025.12.15 06:27:41-06'00' Date:

Print Name: Phone:

Title and Agency:

DSAE Portion: The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This work is eligible for: ___ Federal Funding ___ State Aid Funding ___ Local Funds

District State Aid Engineer: _____ Date: _____

TH371B/Willow SP 1814-10 CO4 PROPOSAL REVISED

Landwehr Construction Inc.

PO Box 1086

St. Cloud, MN 56302

Contact: **Bryan Pearson**

Phone: **320-252-1494**

Fax: **320-252-2380**

Quote To: Scott Hedlund SEH

Job Name: SP1814-10 TH371B/Willow

Date: 12/3/25

Phone:

Fax:

Revision Date:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
CO4.1	Invoice: Mike's Tree Company	1	LS	$4026.56	$4026.56
CO4.2	Mike's Tree – Prime Contractor Markup	1	LS	$402.66	$402.66
CO4.3	Invoice: Crane	5	HR	$558.48	$2792.40
CO4.4	Pull Stump, Load, Haul, Dispose, Cleanup, Mob				
	Operator	2	HR	$107.88	$215.76
	Superintendent w/ Pickup	3	HR	$149.00	$447.00
	Large Track Skidsteer	2	HR	$102.14	$204.28
	Loader – Cat 966	3	HR	$72.61	$217.83
	Dump Truck w/ Driver	1	HR	$106.00	$106.00
	Skid Dump Semi Truck w/ Driver	1	HR	$147.00	$147.00

TOTAL: $8,559.49

NOTES:

Pricing to remove large tree on north side of Willow St.

Bryan Pearson
Project Manager
December 3rd, 2025

Mike's Tree Company, LLC
218-825-8207
5906 Pine Beach Road
Brainerd, MN 56401

PROPOSAL

MikesTreeCompany.com
Est. 1995
Brainerd, MN

Landwehr Construction 20251009

Friday, October 10, 2025

Customer
Landwehr Construction PO Box 1086 St. Cloud, MN 56302

Salesperson
Chris Biermaier (218) 821 - 5699 chris@mikestreecompany.com

Work Site
Willow Street Brainerd, MN 56401

Phone: 320-248-1082 Logan
Phone: 320-241-9446 Jason

#	Item	Description	Qty	Cost
1		Remove maple tree next to the road. Haul all. Landwehr will provide a crane for us at their cost.	0	**$3,750.00**

Subtotal:	$3,750.00
Tax:	$276.56
Total:	**$4,026.56**

Signature Date

By signing this proposal I am accepting the work as described above along with the terms and conditions.

Please email your acceptance or sign and return to the office.

Mike's Tree Company, LLC
218-825-8207
5906 Pine Beach Road
Brainerd, MN 56401

PROPOSAL

MikesTreeCompany.com
Est. 1995
Brainerd, MN

Terms and Conditions

It is agreed by and between Mike's Tree Company LLC and the authorizing party (customer and/or customer's agent) that the following provisions are made as part of this contract:

Completion of Contract: Mike's Tree Company LLC agrees to do its best to meet any agreed upon performance dates but shall not be liable in damages or otherwise for delays because of inclement weather, labor, or any other cause beyond its control; nor shall the customer be relieved of completion for delays.

Insurance by Contractor: Mike's Tree Company LLC warrants that it is insured for liability resulting from injury to person(s) or property and that all employees are covered by Workers' Compensation as required by law.

Tree Ownership: The authorizing party warrants that all trees listed are located on the customer's property, and, if not, that the authorizing party has received full permission from the owner to allow Mike's Tree Company to perform the specified work. Should any tree be mistakenly identified as to ownership, the customer agrees to indemnify Mike's Tree Company LLC for any damages or costs incurred from the result thereof. Any permits needed to do the specified work are the authorizing party's responsibility.

Stump Removal: Unless specified in the proposal, stump removal is not included in the price quoted. Stump removal will not occur on the same date/time as tree removal unless specified in the proposal. Stumps from winter removals will be ground in the spring after the snow melt. Client is responsible for marking any underground irrigation or private utility lines. Mike's Tree Company is not responsible for damaged irrigation lines, sprinkler heads, or private utility lines if they are not marked by the client. Mike's Tree Company is responsible for issuing a public underground utility locate with Gopher State One Call.

Lawn Repair: Mike's Tree Company LLC will attempt to minimize all disturbances to the customer's lawn and make every effort to clean the entire area affected by the specified work unless specified in the proposal not to do so (leave all).

Terms of Payments: Unless otherwise noted in this proposal, the customer agrees to pay upon receipt of their invoice. Finance charges will be assessed after 30 days.

Returned Check Fee: There will be a $30.00 fee charged for all checks returned to our office for non-sufficient funds.

Expiration: This proposal is valid for 30 days from the day it was sent.

MTC Process

1. The scope of work is determined by the authorizing party and a Mike's Tree Company Project Manager.
2. Proposal is built and sent by authorizing party.
3. Once the proposal is accepted it is submitted to Mike's Tree Company's Operations Manager for scheduling.
4. Mike's Tree Company office will call or text the day before we are coming to do the work to give the authorizing party a notice.
5. Mike's Tree Company crew will show up and provide the specified work, cleanup, mark any stumps, for underground locates and leave.
6. Once the work order is stamped by the Project Manager, it is turned into the office for invoicing and stump locating.
7. Invoicing goes out and invoices are due upon receipt to the authorizing party. Finance charges will be assessed after 30 days. Stump locates will be performed within 48 hours of being called in and scheduled for grinding within 10-14 days for stump grinding.
8. After stump grinding is performed and stamped completed, the stump grinding portion will then be invoiced and due upon receipt. Finance charges will be assessed after 30 days of receipt.

846 33rd St. South
St. Cloud, MN 56301
(320) 252-1494
www.landwehrconstruction.com

Job Confirmation/Quote Revision: SCC251050 **Date:** October 20, 2025

Customer:	LANDWEHR CONSTRUCTION-INTERNAL ***LCI*** INTERNAL USE ONLY!!! MN	**Job Site:**	Willow Street 623 Willow Street Brainerd,MN 56401
Ordered By:	Bryan Pearson	**Salesperson:**	RUHLAND MADDY
Phone:	(320) 557-9697	**Phone:**	(320) 423-1458
Fax:		**Fax:**	(320) 257-1799
Email:		**Email:**	MADISONR@LANDWEHRCONSTRU(

We appreciate the opportunity to support your company during the following job

Description of Work

Remove tree as directed. LCI Job# 4089.

Item Description	Qty	Unit Meas	Rate	Amount
170T ALL TERRAIN CRANE	5.00	Per Hours	$530.00	$2,650.00
STATE PERMIT	1.00	Per Each	$35.00	$35.00
FUEL SURCHARGE	1.00	Per Each	$107.40	$107.40
			Estimate Total:	$2,792.40

Terms & Conditions

Landwehr Construction, Inc. (thereafter LCI) hereby agrees to perform crane service requested by customer subject to the following terms and conditions.

1. NO OTHER AGREEMENT. Except as otherwise mutually agreed in writing, this document is the complete agreement of the parties and supersedes all other agreements or understandings, written or oral.
2. NO WARRANTY. Lessor, not being the manufacturer of the equipment nor manufacturer's agent, makes no warranty against potent or latent defects in material, workmanship or capacity of the equipment, nor warranty that the equipment will satisfy the requirements of any law, rule, specification or contract which provides for specific machinery or operates, or special methods; all liabilities arising therefrom are assumed by Lessee at its sole risk and expense.
3. INDEMNIFICATION. Lessee agrees that the equipment and all persons operating such equipment, including operators and other personnel on the LCI payroll, are the Agents of the Lessee and are under Lessee's exclusive jurisdiction, supervision and control, and Lessee agrees to indemnify and save LCI, its employees and agents harmless from all claims, including death or injury to persons, including LCI employees, and from all loss damage or injury to property including the equipment rented hereunder, arising in any manner out of Lessee's operation or negligence under this lease, Lessee's duty in indemnify hereunder shall include all costs or expenses arising out of all claims specified herein, including all court and/or arbitration costs, fees, attorney fees, and cost of settlement.
4. COMPETENT OPERATION BY LESSEE Lessee agrees to provide competent and experienced personnel to direct the operation of the equipment and further agrees that the Standard Crane and Derrick Signals, in accordance with OSHA 1926.1419, shall be used to direct the equipment at all times when applicable. Lessee further agrees to use said equipment, in accordance with the manufacturer's instructions and agrees not to exceed the manufacturer's rated load capacities for such or similar equipment. Lessee expressly agrees that counterweight in excess of manufacturer's specifications shall not be used.
5. EXCUSE OF PERFORMANCE. Any prevention, delay or stoppage due to wind, strike, lockouts, labor disputes, force majeur, acts of God, inability to obtain labor or materials or reasonable substitution therefore, governmental action, domestic or foreign, riot, civil commotion, fire and other casualty, and all other causes beyond the reasonable control of LCI shall excuse LCI' performance for a period equal to such prevention, delay, or stoppage. Lessee hereby waives all claims against LCI for any delay or loss of materials by reason of any shutdown or failure of the equipment for any reason.
6. TERMS OF PAYMENT. Full payment for all charges is due upon billing. No retention may be withheld upon completion of said project.
7. NOTICE OF LIEN RIGHTS.
   a. Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.
   b. Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.
8. CONFORMANCE TO ALL LAWS Lessee agrees to use the equipment in strict compliance with all applicable rules, laws, regulations and orders.
9. LIFTING LUGS. Lessee assumes all liability for the adequacy of design or the strength of any lifting lug or device embedded in or attached to any object.
10. RIGGING. Rigging provided with equipment is for the sole purpose of assembly and disassembly under lessor control and use. Although rigging is available for lessee use, lessor assumes no liability for condition and/or lessee application of rigging. Rigging loss or damaged while under lessee control and use will be replaced and charged to lessee.
11. ACCESS. Lessee agrees to provide complete access for all equipment, including firm level grounds conditions to perform the work of assembling, disassembling, setting up, and executing the lifting as directed. Lessee assumes all liability for: above ground facilities, curbs, sidewalks, blacktop, overhead obstructions, trees, piping and electrical power lines, underground facilities, electrical, piping, basements, vaults, etc.

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Final Pay Request #2 - Imp 23-16 - South Brainerd Resurfacing

AGENDA: SPW Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Jessie Dehn, City Engineer, Mike Habighorst, Public Works Director

DEPARTMENT: Public Works

PRESENTER: Jessie Dehn, City Engineer

ESTIMATED TIME (MIN): 2 Minutes

SUMMARY OF ISSUE:
Attached to this item is the Final Pay Request #2 for the South Brainerd Resurfacing Project. The final pay request is in the amount of $42,541.50, bringing the total amount to $659,144.80.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
The original bid was for $610,948.00. Including Change Order #1, the revised total of the contract was $638,506.30. The final amount is $20,638.50 over the revised contract amount. Most of the additional cost was in additional bituminous mix needed to bring some streets to final surface grade as some had a slightly larger section than what the original plans had shown.

The cost split for City and BPU (water) are as follows:
City = $460,452.25 + $68,450 (engineering) = $528,902.25
BPU (Water) = $198,692.55 + $32,130 (engineering) = $230,822.55

RECOMMENDED ACTION/MOTION:
Move to approve the final pay request #2 in the amount of $42,541.50.

FINANCIAL IMPACT:
$42,541.50

CONTRACTOR'S PAY REQUEST
2025 SOUTH BRAINERD RESURFACING PROJECT

BOLTON & MENK
Real People. Real Solutions.

CITY OF BRAINERD -
BMI PROJECT NO. 24X135884000

DISTRIBUTION:
CONTRACTOR (1)
OWNER (1)
ENGINEER (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	$638,506.30
TOTAL, COMPLETED WORK TO DATE	$659,144.80
TOTAL, STORED MATERIALS TO DATE	$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	$659,144.80
RETAINED PERCENTAGE (0.0%)	$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	$659,144.80
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$616,603.30
PAY CONTRACTOR AS ESTIMATE NO. 2	$42,541.50

CERTIFICATE FOR FINAL PAYMENT

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that applicable provisions of M.S. 292.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: Knifer River Corporation - North Central
4787 Shadow Wood Dr NE
Sauk Rapids, MN 56379

By Jerome F. Emmerich II
Jerome F. Emmerich II Name Vice President Title

Date 12-16-2025

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
BOLTON & MENK, INC. 7656 DESIGN ROAD, SUITE 200, BAXTER, MN 56425

By Bryan D. Brown, CONSULTING ENGINEER

Date 12/17/2025

APPROVED FOR PAYMENT:
OWNER: CITY OF BRAINERD, 501 LAUREL STREET, BRAINERD, MN 56401

By _____
Name Title Date

And _____
Name Title Date

Pay Request No.: 2

2025 SOUTH BRAINERD RESURFACING PROJECT

BOLTON & MENK
Real People. Real Solutions.

CITY OF BRAINERD
BMI PROJECT NO. 24X135884000
WORK COMPLETED THROUGH WEDNESDAY, OCTOBER 22, 2025

ITEM NO.	ITEM	UNIT PRICE	AS BID & CO #1 ESTIMATED QUANTITY		AS BID & CO #1 ESTIMATED AMOUNT	PREVIOUS ESTIMATE ESTIMATED QUANTITY		PREVIOUS ESTIMATE ESTIMATED AMOUNT	COMPLETED TO DATE ESTIMATED QUANTITY		COMPLETED TO DATE ESTIMATED AMOUNT
1	MOBILIZATION	$29,000.00	1.00	LUMP SUM	$29,000.00	0.90	LUMP SUM	$26,100.00	1.00	LUMP SUM	$29,000.00
2	REMOVE CURB AND GUTTER	$3.45	750.00	LIN FT	$2,587.50	764.00	LIN FT	$2,635.80	764.00	LIN FT	$2,635.80
3	REMOVE HYDRANT	$2,450.00	10.00	EACH	$24,500.00	10.00	EACH	$24,500.00	10.00	EACH	$24,500.00
4	REMOVE CASTING	$135.00	2.00	EACH	$270.00	3.00	EACH	$405.00	3.00	EACH	$405.00
5	SAWCUT CONCRETE FULL DEPTH	$13.00	135.00	LIN FT	$1,755.00	135.00	LIN FT	$1,755.00	135.00	LIN FT	$1,755.00
6	REMOVE WATER MAIN	$8.00	80.00	LIN FT	$640.00	64.00	LIN FT	$512.00	64.00	LIN FT	$512.00
7	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	$32.00	44.00	SQ YD	$1,408.00	22.20	SQ YD	$710.40	22.20	SQ YD	$710.40
8	REMOVE BITUMINOUS PAVEMENT	$2.50	27,258.00	SQ YD	$68,145.00	27,258.00	SQ YD	$68,145.00	27,347.00	SQ YD	$68,367.50
9	SALVAGE LANDSCAPE ROCK	$46.00	30.00	SQ YD	$1,380.00	30.00	SQ YD	$1,380.00	30.00	SQ YD	$1,380.00
10	COMMON EXCAVATION (P)	$36.00	137.90	CU YD	$4,964.40	137.90	CU YD	$4,964.40	137.90	CU YD	$4,964.40
11	AGGREGATE BASE (CV) CLASS 5 (P)	$58.00	137.90	CU YD	$7,998.20	242.30	CU YD	$14,053.40	242.30	CU YD	$14,053.40
12	BITUMINOUS PATCH SPECIAL (DRIVEWAY)	$52.00	44.00	SQ YD	$2,288.00	22.20	SQ YD	$1,154.40	22.20	SQ YD	$1,154.40
13	MILL BITUMINOUS SURFACE (2.0")	$2.50	6,778.00	SQ YD	$16,945.00	6,778.00	SQ YD	$16,945.00	6,778.00	SQ YD	$16,945.00
14	BITUMINOUS MATERIAL FOR TACK COAT	$2.00	680.00	GALLON	$1,360.00	680.00	GALLON	$1,360.00	680.00	GALLON	$1,360.00
15	TYPE SP 9.5 WEARING COURSE MIX (2,B)	$63.00	4,122.00	TON	$259,686.00	4,450.00	TON	$280,350.00	4,465.00	TON	$281,295.00
16	CONNECT TO EXISTING WATER MAIN	$1,692.00	12.00	EACH	$20,304.00	12.00	EACH	$20,304.00	12.00	EACH	$20,304.00
17	HYDRANT (8.5' BURY)	$6,751.00	2.00	EACH	$13,502.00	2.00	EACH	$13,502.00	2.00	EACH	$13,502.00
18	HYDRANT (9.0' BURY)	$6,956.00	5.00	EACH	$34,780.00	5.00	EACH	$34,780.00	5.00	EACH	$34,780.00
19	HYDRANT (9.5' BURY)	$7,261.00	3.00	EACH	$21,783.00	3.00	EACH	$21,783.00	3.00	EACH	$21,783.00
20	HYDRANT EXTENSION (6")	$1,638.00	3.00	EACH	$4,914.00	0.00	EACH	$0.00	2.40	EACH	$3,931.20
21	6" GATE VALVE & BOX	$2,779.00	10.00	EACH	$27,790.00	10.00	EACH	$27,790.00	10.00	EACH	$27,790.00
22	6" PVC WATERMAIN	$35.00	0.00	LIN FT	$0.00	0.00	LIN FT	$0.00	0.00	LIN FT	$0.00
23	12" PVC WATERMAIN	$105.55	0.00	LIN FT	$0.00	0.00	LIN FT	$0.00	0.00	LIN FT	$0.00
24	WATERMAIN FITTINGS	$15.25	110.00	POUND	$1,677.50	110.00	POUND	$1,677.50	110.00	POUND	$1,677.50
25	CASTING ASSEMBLY (STORM)	$1,315.00	2.00	EACH	$2,630.00	3.00	EACH	$3,945.00	3.00	EACH	$3,945.00
26	CONCRETE CURB & GUTTER DESIGN B618	$34.00	750.00	LIN FT	$25,500.00	764.00	LIN FT	$25,976.00	764.00	LIN FT	$25,976.00
27	7" CONCRETE VALLEY GUTTER	$81.00	58.10	SQ FT	$4,706.10	42.20	SQ FT	$3,418.20	42.20	SQ FT	$3,418.20
28	INSTALL LANDSCAPE ROCK	$125.00	30.00	SQ YD	$3,750.00	0.00	SQ YD	$0.00	0.00	SQ YD	$0.00
29	TRAFFIC CONTROL	$4,100.00	1.00	LUMP SUM	$4,100.00	0.90	LUMP SUM	$3,690.00	1.00	LUMP SUM	$4,100.00
30	SEDIMENT CONTROL LOG TYPE WOOD FIBER	$5.00	760.00	LIN FT	$3,800.00	385.00	LIN FT	$1,925.00	385.00	LIN FT	$1,925.00
31	STORM DRAIN INLET PROTECTION	$195.00	23.00	EACH	$4,485.00	23.00	EACH	$4,485.00	23.00	EACH	$4,485.00
32	COMMON TOPSOIL BORROW	$36.00	56.00	CU YD	$2,016.00	64.00	CU YD	$2,304.00	64.00	CU YD	$2,304.00
33	TURF ESTABLISHMENT	$6,750.00	1.00	LUMP SUM	$6,750.00	1.00	LUMP SUM	$6,750.00	1.00	LUMP SUM	$6,750.00
34	CROSSWALK PAINT	$8.40	200.00	SQ FT	$1,680.00	0.00	SQ FT	$0.00	200.00	SQ FT	$1,680.00
CHANGE ORDER NO. 1											
35	6" DIP WATERMAIN	$81.30	92.00	LIN FT	$7,479.60	101.00	LIN FT	$8,211.30	101.00	LIN FT	$8,211.30
36	12" DIP WATERMAIN	$193.65	6.00	LIN FT	$1,161.90	4.00	LIN FT	$774.60	4.00	LIN FT	$774.60
37	6" CONCRETE DRIVEWAY PAVEMENT	$72.00	23.30	SQ YD	$1,677.60	23.30	SQ YD	$1,677.60	23.30	SQ YD	$1,677.60
38	SALVAGE AND REINSTALL BOULDER RETAINING WALL	$1,347.00	1.00	LUMP SUM	$1,347.00	1.00	LUMP SUM	$1,347.00	1.00	LUMP SUM	$1,347.00
39	BITUMINOUS PATCH	$15.62	1,264.00	SQ YD	$19,745.50	1,264.00	SQ YD	$19,745.50	1,264.00	SQ YD	$19,745.50
	TOTAL AMOUNT:				**$638,506.30**			**$649,056.10**			**$659,144.80**

COST BREAKDOWN

2025 SOUTH BRAINERD RESURFACING PROJECT
CITY IMPROVEMENT NO. 23-16
CITY OF BRAINERD, MN
BMI PROJECT NO. 24X.135884

Date: 12/17/2025

Item No.	MnDOT Spec No.	Item	Estimated Quantity	Unit	Unit Price	City of Brainerd		Brainerd Public Utilities		Total Amount
						Quantity	Cost	Quantity	Cost	
1	2021.501	MOBILIZATION	1.00	LUMP SUM	$29,000.00	0.73	$ 21,170.00	0.27	$ 7,830.00	$29,000.00
2	2104.501	REMOVE CURB AND GUTTER	764	LIN FT	$3.45	427	$ 1,473.15	337	$ 1,162.65	$2,635.80
3	2104.502	REMOVE HYDRANT	10	EACH	$2,450.00		$ -	10	$ 24,500.00	$24,500.00
4	2104.502	REMOVE CASTING	3	EACH	$135.00	3	$ 405.00		$ -	$405.00
5	2104.503	SAWCUT CONCRETE FULL DEPTH	135	LIN FT	$13.00	91	$ 1,183.00	44	$ 572.00	$1,755.00
6	2104.503	REMOVE WATER MAIN	64	LIN FT	$8.00		$ -	64	$ 512.00	$512.00
7	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	22.2	SQ YD	$32.00	11	$ 358.40	11	$ 352.00	$710.40
8	2104.505	REMOVE BITUMINOUS PAVEMENT	27347	SQ YD	$2.50	27136	$ 67,840.00	211	$ 527.50	$68,367.50
9	2104.604	SALVAGE LANDSCAPE ROCK	30	SQ YD	$46.00		$ -	30	$ 1,380.00	$1,380.00
10	2105.501	COMMON EXCAVATION (P)	137.9	CU YD	$36.00	102.7	$ 3,697.20	35.2	$ 1,267.20	$4,964.40
11	2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	242.3	CU YD	$58.00	207.1	$ 12,011.80	35.2	$ 2,041.60	$14,053.40
12	2231.604	BITUMINOUS PATCH SPECIAL (DRIVEWAY)	22.2	SQ YD	$52.00	11.2	$ 582.40	11	$ 572.00	$1,154.40
13	2232.504	MILL BITUMINOUS SURFACE (2.0")	6778	SQ YD	$2.50	6778	$ 16,945.00		$ -	$16,945.00
14	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	680	GALLON	$2.00	680	$ 1,360.00		$ -	$1,360.00
15	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)	4465	TON	$63.00	4453	$ 280,539.00	12.00	$ 756.00	$281,295.00
16	2504.602	CONNECT TO EXISTING WATER MAIN	12	EACH	$1,692.00		$ -	12	$ 20,304.00	$20,304.00
17	2504.602	HYDRANT (8.5' BURY)	2	EACH	$6,751.00		$ -	2	$ 13,502.00	$13,502.00
18	2504.602	HYDRANT (9.0' BURY)	5	EACH	$6,956.00		$ -	5	$ 34,780.00	$34,780.00
19	2504.602	HYDRANT (9.5' BURY)	3	EACH	$7,261.00		$ -	3	$ 21,783.00	$21,783.00
20	2504.603	HYDRANT EXTENSION (6")	2.4	EACH	$1,638.00		$ -	2.4	$ 3,931.20	$3,931.20
21	2504.602	6" GATE VALVE & BOX	10	EACH	$2,779.00		$ -	10	$ 27,790.00	$27,790.00
22	2504.603	6" PVC WATERMAIN		LIN FT	$35.00		$ -		$ -	
23	2504.603	12" PVC WATERMAIN		LIN FT	$105.55		$ -		$ -	
24	2504.608	WATERMAIN FITTINGS	110	POUND	$15.25		$ -	110	$ 1,677.50	$1,677.50
25	2506.502	CASTING ASSEMBLY (STORM)	3	EACH	$1,315.00	3	$ 3,945.00		$ -	$3,945.00
26	2531.501	CONCRETE CURB & GUTTER DESIGN B618	764	LIN FT	$34.00	427	$ 14,518.00	337	$ 11,458.00	$25,976.00
27	2531.604	7" CONCRETE VALLEY GUTTER	42.2	SQ FT	$81.00	42.2	$ 3,418.20		$ -	$3,418.20
28	2540.604	INSTALL LANDSCAPE ROCK		SQ YD	$125.00		$ -		$ -	
29	2563.601	TRAFFIC CONTROL	1.00	LUMP SUM	$4,100.00	0.73	$ 2,993.00	0.27	$ 1,107.00	$4,100.00
30	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	385	LIN FT	$5.00	85	$ 425.00	300	$ 1,500.00	$1,925.00
31	2573.502	STORM DRAIN INLET PROTECTION	23	EACH	$195.00	23	$ 4,485.00		$ -	$4,485.00
32	2574.507	COMMON TOPSOIL BORROW	64	CU YD	$36.00		$ -	64	$ 2,304.00	$2,304.00
33	2575.501	TURF ESTABLISHMENT	1	LUMP SUM	$6,750.00		$ -	1	$ 6,750.00	$6,750.00
34	2582.518	CROSSWALK PAINT	200	SQ FT	$8.40	200	$ 1,680.00		$ -	$1,680.00
35	2504.603	6" DIP WATERMAIN	101	LIN FT	$81.30		$ -	101	$ 8,211.30	$8,211.30
36	2504.603	12" DIP WATERMAIN	4	LIN FT	$193.65		$ -	4	$ 774.60	$774.60
37	2531.604	6" CONCRETE DRIVEWAY PAVEMENT	23.3	SQ FT	$72.00	23.3	$ 1,677.60		$ -	$1,677.60
38		SALVAGE AND REINSTALL BOULDER RETAINING WALL	1	LUMP SUM	$1,347.00		$ -	1	$ 1,347.00	$1,347.00
39		BITUMINOUS PATCH - GRAYDON AVENUE	1264	SQ YD	$15.62	1264	$ 19,745.50		$ -	$19,745.50
		PAY APPLICATION NO. 2 CONSTRUCTION TOTAL:					**$460,452.25**		**$198,692.55**	**$659,144.80**
		DESIGN, ADMINISTRATION, AND CONSTRUCTION ENGINEERING:					$68,450.00		$32,130.00	$100,580.00
		TOTAL PROJECT COST:					**$528,902.25**		**$230,822.55**	**$759,724.80**

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Stormwater Engineering Proposals - Southwest Brainerd/CSAH 48 Study Area

AGENDA: SPW Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Jessie Dehn, City Engineer, Mike Habighorst, Public Works Director

DEPARTMENT: Public Works

PRESENTER: Jessie Dehn, City Engineer

ESTIMATED TIME (MIN): 5 Minutes

SUMMARY OF ISSUE:
Per council direction, staff requested proposals from multiple engineering firms to provide a stormwater study in southwest Brainerd with specific focus on the CSAH 48 area, including the county's drainage easement south of Anabec Street. Staff received 3 proposals from HR Green, SEH, and WSB.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
The cost breakdown is as follows:
HR Green: $33,510
SEH: $30,500
WSB: $39,885

The amount discussed at the last council meeting was based on the intent that the study would have included much of the Southwest Brainerd area west of the river to potentially provide alternative routes for stormwater flows. Staff requested a study more narrowed to the CSAH 48/Anabec area specifically to keep costs lower. If options resulting from the study are infeasible or undesirable, a larger study would be needed to evaluate more of the neighborhood and other storm sewer areas that could potentially take additional stormwater.

Pursuant to an agreement with the county, expenses in the drainage easement area are typically split 70/30 between the city/county. If council directs staff to explore one of the stormwater engineering proposals, staff will contact the county to discuss a cost share.

If council desires to move forward with an award, staff would recommend HR Green as they have previous experience with stormwater modeling in this area. There are efficiencies to be found that can put more time into the resulting report. WSB has also done previous work with the M Street outfall repair project design. SEH has also done a lot of work with the city in the past. Thus, staff would support any of the three proposals.

RECOMMENDED ACTION/MOTION:
Staff requests direction from the council on how to proceed with next steps in response to the proposals received.

FINANCIAL IMPACT:
Dependent on council action.

Conner Dunteman, PE
2550 University Ave W \ Suite 400N
St. Paul, MN 55114-2015
651.659.7705 | cdunteman@hrgreen.com

Please consider HR Green as the City's preferred partner on the Southwest Brainerd Stormwater Engineering Project. With the work we've already completed in the area, our proven technical capabilities, and our collaborative partnership approach, our team is confident we can deliver fully vetted stormwater management alternatives for the City.

Project Understanding

The Southwest Brainerd Stormwater Engineering Study focuses on the discharge location of the CSAH 48 storm sewer system coming from the north and east of Anabec St. The system currently drains to a land-locked low point on the back side of 1023, 1021, and 1001 Anabec St. According to previous modeling efforts, the adjacent structures are expected to be impacted by peak high water elevations in larger storm events. This low point was assigned as a temporary discharge location on the platted easement, likely until all of CSAH 48 was urbanized with curb and gutter or until another option was identified. Crow Wing County lists this segment of CSAH 48 on their 2025 CSAH Priority List. The City's desire to get ahead of any construction to address this temporary impact and mitigate private property flood risk is well-founded.

The goal of the project is to review alternatives to adequately manage stormwater coming off CSAH 48 that will also mitigate flood impacts on private property. Requested alternatives include "do nothing", expand the existing drainage easement, or construct an alternative basin west of CSAH 48. The feasibility and anticipated costs of each alternative will also be reviewed. HR Green proposes considering an additional option as described in the Value Add section on page 2.

Principal Staff and Team Members

The following principal staff and team members will provide services for the duration of this project, with any changes subject to City approval. This team has significant experience working with the City of Brainerd and addressing its stormwater management needs.



Conner Dunteman, PE, CFM

Project Manager (8 years of experience, 40% available)

Conner specializes in urban stormwater modeling, flood mitigation, and drainage improvements. Conner is skilled in XP-SWMM 1D/2D modeling, HydroCAD modeling, and GIS-based analysis to deliver recommended alternatives for urban stormwater and watershed projects. He is noted for city-wide model development, BMP and erosion control system design, as well as digital and field data collection.



Bridget Osborn, PE, CFM

Technical Advisor and QA/QC (15 years of experience, 30% available)

Bridget focuses on hydrologic and hydraulic modeling, stormwater system analysis, stormwater reuse, flood mitigation, and BMP design. She is proficient with XPSWMM, HEC-RAS, ArcGIS, ORD Drainage, P8, MIDS, and HydroCAD. Bridget coordinates and reviews permitting and compliance with agencies such as watershed districts, NPDES, FEMA, DNR, and USACE.



Lara Gavin, EIT

Hydraulic Engineer (3 years of experience, 50% available)

Lara has experience in flood modeling, BMP design, stormwater management and maintenance, and hydrologic and hydraulic (H&H) modeling. She has developed cost estimates, native planting plans, as well as water quality and flood reduction reports. Lara has used multiple water resource software packages including XPSWMM, ArcGIS, P8, Civil3D, HydroCAD, MS4, and ORD Drainage.

Work Plan

Data Collection - Through the previous H&H modeling effort, HR Green already has the storm sewer data collection, watershed delineation, and existing conditions 2D XPSWMM modeling completed for this project. We will further refine the modeling information and establish project boundaries via parcel lines and easements with any additional data from the City. Data may include resident or City observations of current high water impacts, plans for future development, utility or property information. All information will be considered and documented.

Alternatives Analysis - We will review the feasibility of the three proposed options in the RFP and any additional value add options agreed upon by the City. We will review each option to determine routing capabilities and how much storage volume is needed to mitigate structure or private property impacts in the 100-year and back-to-back 100-year events. With the area containing sandy soils, it is assumed all water will eventually infiltrate as it does in current conditions. Emergency overflows and

flooding extents will be identified, should the basins become overwhelmed in an extreme event. We will review available property and maximize the grading and construction limits needed to minimize impacts. Any area outside current parcel or easement lines will be identified and discussed with the City. Basins and associated conveyance systems will be preliminarily designed and modeled to meet City and Minnesota Stormwater Manual design criteria. Once the alternatives are deemed effective and feasible to construct, we will develop concept level construction costs with an agreed upon contingency. Costs will include storm sewer and pavement work, excavation and grading, turf establishment, property or easement costs (with City input) and any other items needed for implementation.

Hydraulic Report - The design aspects, site considerations, modeling results, property impacts, and expected permitting needs will be detailed in the narrative and concept maps within a Draft Hydraulic Report. The anticipated schedule would include submitting the report in April of 2026. We will meet with the City to discuss the results and prepare a final report with addressed comments for presentation to the City Council in May of 2026.

Value Add

HR Green proposes to add the investigation of routing water via additional storm sewer along CSAH 48 to the parcel south of Cindy Street. The parcel is a low-lying undeveloped area assumed to be owned by the State.

Unique Qualifications

Relevant project experience:

- **City-wide XP-SWMM Model, Brainerd, MN:** Provided city-wide XP-SWMM modeling support for comprehensive stormwater management in Brainerd.
- **Cleveland Neighborhood Flood Mitigation Project, Minneapolis, MN:** Completed updated storm sewer and detention 2D modeling in PCSWMM to determine flood mitigation alternatives within the highest flooding priority neighborhood of Minneapolis.
- **Front Street Basin, Albert Lea, MN:** Prepared a feasibility study, grant application (awarded), and design of a stormwater detention basin to mitigate roadway overtopping and private property impacts along Front Street and within the adjacent neighborhood.
- **Newport Watershed Modeling, South Washington Watershed District:** Completed city-wide 1D/2D XP-SWMM model development and BMP design and construction of several underground water quality BMPs within the City.

Fee Proposal and Cost Breakdown

FEE SCHEDULE
Southwest Brainerd Stormwater Engineering Study
PREPARED BY - HR GREEN, INC.

	SCOPE OF WORK	Dunteman $185	Osborn $225	Gavin $165	LABOR HOURS	LABOR COST	REIMBURSABLE EXPENSES	TOTAL
1	**DATA COLLECTION**							**$3,190**
	Kickoff Meeting and Correspondance	6	1	1	8	$1,500		
	Data Collection and Model Updates	2		8	10	$1,690		
2	**ALTERNATIVES ANALYSIS**							**$19,385**
	Do Nothing Option	2	1	6	9	$1,585		
	Existing Location Expansion Option	10	2	40	52	$8,900		
	Basin W of CSAH 48 Option	10	2	40	52	$8,900		
3	**HYDRAULIC REPORT**							**$10,935**
	Draft Hydraulic Report	6	4	20	30	$5,310		
	Draft Hydraulic Report Meeting	2		1	3	$535		
	Final Hydraulic Report	2	1	4	7	$1,255		
	City Council Meeting & Prep	10	8		18	$3,650	$185	
	PROJECT TOTAL							**$33,510**
4	**VALUE ADD OPTIONS**							
	Evaluation of Parcel S of Cindy St	10	2	40	52	$8,900		$8,900
	VALUE ADD OPTIONS TOTAL							**$8,900**

Assumptions

- Mileage reimbursement rate of $0.70/mile.
- Cost does not include estimating property values or purchase prices (tax assessment information will be used), environmental or geotechnical investigations, topographic survey, site visits (due to weather), or plan sheet production.

Building a Better World for All of Us®

December 22, 2025

RE: Southwest Brainerd Stormwater Engineering Study
SEH No. 14.00

Jessie Dehn, PE
City Engineer
City of Brainerd
501 Laurel Street
Brainerd, MN 56401

Dear Jessie:

We appreciate the opportunity to submit this proposal for the Southwest Brainerd Stormwater Engineering Study. Our team understands the City's goal to evaluate stormwater drainage alternatives within the CSAH 48/Cora Street area, considering feasibility, impacts, and cost. We will deliver a comprehensive analysis including watershed delineation, concept mapping, and alternative development with budgetary estimates, culminating in a clear recommendation for the City Council.

Project Understanding

The study area is generally bounded by CSAH 48/Highland Scenic Drive to Southwest 4th Street and Laurel Street to College Drive. Our approach will build upon previous studies and incorporate updated hydrologic and hydraulic modeling to identify practical solutions.

Key Staff

Name	Role	Experience (yrs)	Education
Emily Jennings, PE	Project Manager/Sr. Engineer	12	BS – University of Minnesota
Trent Imdieke, PE	Water Resources Engineer	8	BS – University of North Dakota
Andrew Bick, EIT	Water Resources Engineer	2	BS – St. Cloud State

Relevant Project Experience

- St. Cloud Stormwater Planning Study – Developed watershed and storm sewer models to evaluate alternatives for urban stormwater management and reduce localized flooding.
- Cloquet Stormwater Planning Study – Developed watershed and storm sewer models to evaluate alternatives for urban stormwater management and reduce localized flooding.
- Sartell Paper Mill Redevelopment Stormwater Planning – Designed stormwater best management practices to satisfy City stormwater requirements.

Proposed Work Plan and Schedule

1. Data Collection – Gather record drawings, GIS shapefiles, and previous studies. (January 2026)
2. Watershed Delineation & Mapping – Define drainage areas and flow paths. (February 2026)

3. Alternative Development – Prepare concept maps, assess impacts, identify easement needs, and provide budgetary estimates. The alternatives will include Do Nothing; excavation/expansion of the existing drainage easement area, and construction of a stormwater BMP within the private parcel(s) on the west side of CSAH 48. A planning level HydroCAD model will be developed to analyze the alternatives. (March 2026)
4. DRAFT Report submittal for City review. (April 2026)
5. FINAL Report submittal and City Council presentation (in person) (May 2026)

- ❖ The report will include a summary of background information, findings, recommendations, and a description of the alternatives including concept maps, potential impacts on other areas, identification of property needs, and a planning level cost estimate.
- ❖ SEH will initiate project team meetings with City staff. Team meetings will be virtual.

Detailed Cost Proposal

	Emily Jennings	Trent Imdieke	Andrew Bick		
Availability	25%	30%	50%		
Rate	$250	$180	$130		
Position	Project Manager/ CSM	Water Resources Engineer	Water Resources Engineer		
Tasks	**Hours**	**Hours**	**Hours**	**Expenses**	**Subtotal**
Data Collection	2	4	6	$0	$2,000
Watershed Delineation & Mapping	4	4	16	$0	$3,800
Alternative Development	4	32	60	$0	$14,560
Reporting & Presentation	4	20	40	$340	$10,140
Total Not-to-Exceed Cost					**$30,500**

We look forward to partnering with the City of Brainerd on this important project. Please contact Emily Jennings (ejennings@sehinc.com) or Scott Hedlund (shedlund@sehinc.com) with any questions.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

Digitally signed by Emily Jennings
DN: C=US, E=ejennings@sehinc.com, O=SEH, OU=Water Resources, CN=Emily Jennings
Reason: I am the author of this document
Date: 2025.12.22 11:28:05-06'00'

Emily Jennings, PE
Project Manager / Sr. Water Resources Engineer

Scott Hedlund, PE
Client Service Manager

December 23, 2025

Dear Mr. Jessie Dehn:

We appreciate the opportunity to provide a proposal for the southwest Brainerd Stormwater Study.

PROJECT UNDERSTANDING AND KEY STAFF

WSB understands the City Council has requested proposals to investigate drainage improvements in southwest Brainerd, to understand the potential impacts and cost implications. The staff listed below have the availability and expertise to deliver a high quality analysis and report to the City to guide decision making about future improvements in the area. Jake Newhall, PE, Laura Rescorla, PE, and Sarah Risius regularly work together on stormwater projects with client-focused collaboration and efficiency. We are excited to round out our team with Ethan Youso, PE and Emma Ostrowski.



Laura Rescorla,PE | Project Manager: Laura has nine years of experience bringing projects from feasibility through design and construction. Her areas of expertise include planning, hydraulic and hydrologic (H&H) modeling, storm sewer and BMP design, permitting, and construction management. She managed the City of Brainerd's M Street Storm Sewer Outfall Repair project.

Jake Newhall, PE | Principal: Jake has 19 years of experience managing a wide range of water resources projects across Minnesota. Jake's well-rounded water resources experience allows him to collaborate and be innovative while solving challenging stormwater issues.

Sarah Risius | Water Resources Engineer: Sarah has five years of experience. Her areas of expertise include H&H modeling, water quality modeling, BMP design, and plan production. She regularly works with Cities to find solutions to drainage issues and improve existing infrastructure.

Ethan Youso, PE | Client Advocate: A recent addition to the WSB team, Ethan has six years of experience, including four years of work on a variety of projects with the City of Brainerd. He will share his knowledge of the drainage issue and City priorities with the project team.

Emma Ostrowski | Water Resources Support: Emma is a recent graduate of Iowa State University. She has experience with GIS, HydroCAD, and cost estimation via a summer internship. She will assist the team with GIS analysis, map creation, and stormwater modeling.

PROJECT EXAMPLES

WSB's proposed team has worked on the following, similar projects, demonstrating our expertise in stormwater modeling and analysis of proposed solutions that are feasible and actionable.

- **Mississippi River Direct Drainage Feasibility Study | LMRWMO | March 2024 – Dec 2024:** WSB completed a watershed analysis using a combination of GIS data, record plans, and site visits, to identify potential BMP and erosion stabilization locations. We developed nine concept designs, with cost estimates for each.
- **Hallam Avenue Drainage Improvements | City of Mahtomedi | Aug 2023 – March 2024:** WSB investigated solutions to flooding along Hallam Avenue. Multiple alternatives were considered and modeled in HydroCAD, including expanding flood storage and the creation of a new BMP. Cost estimates and permitting implications were developed for each alternative.
- **Subwatershed Assessment and Panama and 13 Project | City of Prior Lake | Nov 2021 – Dec 2024:** WSB identified potential sites for BMPs within the Prior Lake drainage area using GIS and the City-wide H&H model. Concept designs and cost estimates were produced for each BMP. WSB then took the highest priority project through final design and construction.

WORK PLAN & SCOPE OF SERVICES

Task 1 | Project Management and Meetings

This task includes project management to ensure the project stays on budget, on schedule, and achieves the scope of work. It includes two virtual meetings with the City and a site visit. The anticipated meetings are:

- Kickoff: to share information, determine schedule, and further discuss City desires for the final deliverables.
- Final Review: to share the results of the alternatives analysis prior to report finalization.

This task also includes a presentation of the final report and findings to City Council.

Task 2 | Data Collection

This task includes collection and review of the existing data for the study area. We anticipate that the City will share relevant as builts and record drawings, utility mapping and GIS files, and previously completed studies and memos.

The study area is defined as the West area of the southwest Brainerd area as described in the RFP (aka CSAH 48/Cora Street drainage area). We estimate this to be approximately 60 acres.

Task 3 | Stormwater Analysis

This task includes developing a full understanding of the existing conditions of the study area, creation of an H&H model, and analysis of at least three alternatives.

We anticipate creating the H&H model in HydroCAD. We will delineate drainage areas in GIS and model the existing BMP/ponding area south of Anabec Street using the data provided by the City in Task 2 and LiDAR contours. Storm sewer capacity will be analyzed using the rational method. This task does not include catch basin-level modeling of the storm sewer network. If the previous studies and site conditions warrant, other modeling software, including XPSWMM, will be discussed with the City.

At a minimum, we will analyze the three alternatives outlined in the RFP (do nothing, expand existing easement, construct BMP west of CSAH 48). An anticipated additional alternative is armoring the existing areas of erosion adjacent to the garage on Lot 3, Block 1 of the Bahma Addition. We will confirm the alternatives for analysis with the City before proceeding. We will create an updated H&H model for each proposed alternative.

The alternatives analysis will include concept maps, created in GIS, that clearly show:

- Proposed improvements, including EOF locations.
- Impacts to areas adjacent to the improvements and within the overall drainage area.
- Anticipated property and/or easement acquisitions.

We will also prepare a cost estimate, along with the opportunities and risks, for each alternative.

Task 4 | Report

This task includes writing a clear, concise report of the work done in Task 3. It will serve as the basis for City staff and City Council to decide on future action. If an alternative other than "do nothing" is chosen, the report will guide the City in final design.

PROFESSIONAL SERVICES FEE

WSB proposes completing this work for an hourly not-to-exceed fee of $39,885. We anticipate a kick off meeting in January, site visit in March, draft report to the City in April, and final report and City Council presentation in May (see attached fee worksheet with dates for each task).

Please call Laura at 612.772.4633 if you have any questions. Thank you for the opportunity.

Sincerely,
WSB LLC



Jake Newhall, PE
Director, Water Resources



Laura Rescorla, PE
Project Manager, Water Resources

ESTIMATE OF FEES

Professional Engineering Services | Southwest Brainerd Stormwater Study

Task | Description	Timeline	Principal Jake Newhall	Project Manager Laura Rescorla	Engineer Sarah Risius	Support Emma Ostrowski	Client Advocate Ethan Youso	Admin Anne Sill	Total Hours	Total Cost
1. Project Management and Meetings									
1.1 Project Management & Meetings	January - May	3	6	3		6		18	$3,951
1.2 Site Visit	March		6	6				12	$2,250
1.3 City Council Presentation	May		8	2		2		12	$2,478
Task 1 Total Estimated Hours and Fee		3	20	11		8		42	$8,679
2. Data Collection									
2.1 Collection and Review of Existing Data	January - February	2	4	6	6	2		20	$3,522
Task 2 Total Estimated Hours and Fee		2	4	6	6	2		20	$3,522
3. Stormwater Analysis									
3.1 Existing Conditions Investigation & Modeling	February - March	2	8	15	20	2		47	$7,442
3.2 Alternatives Analysis	March - April	6	15	40	31	2		94	$15,364
Task 3 Total Estimated Hours and Fee		8	23	55	51	4		141	$22,806
4. Report									
4.1 Report	March - May		6	10	12		6	34	$4,878
Task 4 Total Estimated Hours and Fee			6	10	12		6	34	$4,878
Total Estimated Hours		13	53	82	69	14	6	237	
Average Hourly Billing Rate		279	213	162	115	225	100		
Subtotal Base Fee by Labor Classification		$3,627	$11,289	$13,284	$7,935	$3,150	$600		
TOTAL PROJECT COST									**$39,885**

From: Jessie Dehn
Cc: Mike Habighorst; Nick Broyles
Subject: RE: CSAH 48 Engineering.
Date: Monday, January 5, 2026 2:13:09 PM
Attachments: image001.png
image002.png
image003.png
image004.png
image005.png

Kelly,

Good afternoon. That would be an option if the Council wishes to go that route. However, please note there is not an existing retaining pond on that property. Mr. Bollig has referenced this property previously to staff as well. The area just has a low spot based on the County GIS contours (see snip image below). There is no ability to say that it would be feasible to pipe to this location without evaluating the location first. Some things that would need to be considered include:

- Depth of the existing storm sewer pipe compared with the ground in the Reichert property (high likelihood the pipe is lower than the ground here so significant changes to the grading would have to be completed to first get the pipe into the property)
- If rerouting CSAH 48 storm water pipe entirely to this property and discharging stormwater to this location may have adverse impacts to the Reichert property and facilities.
- If rerouting CSAH 48 storm water pipe to this property may have adverse impacts to the adjacent streets (Industrial Park Rd – Baxter, CSAH 48 – County)
- Would require agreement with both Reichert and Baxter. I would have to confer with the City Attorney if we can exercise Eminent Domain outside of our jurisdiction should Reichert not agree to terms for property acquisition.

I have shared these concerns with Mr. Bollig and that an engineering study would still have to be completed to not only evaluate the feasibility of the option, but also any potential adverse impacts adjacent to the location. Would still need to be specifically designed to ensure that it would accommodate the amount of stormwater discharge from that area. Hope this helps clarify your question. As mentioned, we'll explore whichever direction the Council wishes to go on this matter. The entire Council and Mayor is blind copied to this e-mail.

Jessie Dehn, P.E.
City Engineer
City of Brainerd
501 Laurel Street, Brainerd, MN 56401

Phone (218) 454-3411 | **Mobile** (218) 513-0172
Web www.ci.brainerd.mn.us | **Email** JDehn@ci.brainerd.mn.us

---

From: Kelly Bevans <kbevans@ci.brainerd.mn.us>
Sent: Monday, January 5, 2026 11:07 AM

To: Jessie Dehn <jdehn@ci.brainerd.mn.us>; Mike Habighorst <mhabighorst@ci.brainerd.mn.us>; Tad Erickson <terickson@ci.brainerd.mn.us>; Jeff Czeczok <jczeczok@ci.brainerd.mn.us>
Subject: CSAH 48 Engineering.

Jessie

In considering the 3 engineering proposals for this project I question why can't we negotiate the solution proposed by a Brainerd Resident & send the water to the retaining pond on the bus company property on the NW Corner of CSAH 48 & Industrial Park Road South? Possibly an agreement with the City of Baxter & Reichert would be all the engineering needed & we could complete the entire project for less than the proposed engineering costs.

Please share this with all Council members

Kelly Bevans
Brainerd City Council Ward 2

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: South Brainerd Sanitary Sewer Study - Phase 2

AGENDA: SPW Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Jessie Dehn, City Engineer, Mike Habighorst, Public Works Director

DEPARTMENT: Public Works

PRESENTER: Jessie Dehn, City Engineer

ESTIMATED TIME (MIN):
2 Minutes

SUMMARY OF ISSUE:
This item is a follow up to the South Brainerd Sanitary Sewer Study - Phase 1 that was completed earlier this fall. Council received the summary memo of those results in the Voyageur Heights EAW item on December 1st (also attached). Staff is requesting authorization to continue the sanitary sewer model within the remainder of the Sanitary Sewershed, which encompasses much of South Brainerd, south of Graydon Avenue on both sides of Highway 371B, including the industrial park. This Phase 2 modeling would be a more comprehensive look at the capacity of the system with particular attention to potential development areas west of Voyageur Heights, west of Mississippi Drive, and north of Lions Park at Buffalo Hills. These are areas that have potential development and staff is needing to determine the capacity of the sewer systems to allow for proper guidance to potential developers.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
The attached proposal from SEH includes analysis of the entire sewer shed as described above. SEH is able to complete this work for nearly the same amount as Phase 1 which was completed previously. The proposal is for a not-to-exceed amount of $20,171.

RECOMMENDED ACTION/MOTION:
Move to approve the proposal from SEH for sanitary sewer modeling in South Brainerd in the amount of $20,171.

FINANCIAL IMPACT:
$20,171 (Sanitary Sewer Fund)

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Brainerd ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective May 19, 2025, this Supplemental Letter Agreement dated November 17, 2025 authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **South Brainerd Sanitary Sewer Model – Phase 2.**

Client's Authorized Representative: Jessie Dehn
Address: 501 Laurel Street, Brainerd, Minnesota 56401
Telephone: 218.513.0172 **Email:** jdehn@ci.brainerd.mn.us

Project Manager: Dianne Mathews
Address: 13850 Bluestem Court, Suite 150, Baxter, Minnesota 56425
Telephone: 218.355.8063 **Email:** dmathews@sehinc.com

Scope: The Services to be provided by Consultant:

See attached SEH Proposal Letter, dated November 17, 2025.

Schedule:
See attached SEH Proposal Letter, dated November 17, 2025.

Payment:
The lump sum fee is $20,000 including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in the Master Agreement Exhibit A-2.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

Short Elliott Hendrickson Inc.		**City of Brainerd**	
By:	Scott D. Hedlund	By:	
Full Name:	Scott Hedlund	Full Name:	
Title:	Principal	Title:	

Building a Better World for All of Us®

November 17, 2025

RE: City of Brainerd
2025 Sanitary Sewer Capacity Analysis – Phase II
SEH No. BRDMN P-188241 14.00

Mr. Jessie Dehn
City Engineer
City of Brainerd
501 Laurel Street
Brainerd, MN 56401

Dear Mr. Dehn:

Short Elliott Hendrickson Inc. (SEH®) appreciates the opportunity to submit this proposal to the City of Brainerd to continue work to develop Phase II of the City's sanitary sewer system model. Building on the work completed during Phase I, Phase II will focus on including additional areas of proposed development in the southern portion of the city in order to determine if existing infrastructure provides acceptable capacity to serve proposed development areas.

Phase I of the sanitary sewer capacity analysis established a foundational GIS-based representation of the City's wastewater collection system, incorporating key infrastructure elements and calibrating the model using available flow monitoring data. Phase I developed a hydraulic model for pipes serving the Woodland Hills to Buffalo Hills area using PCSWMM software.

Phase II will further refine the sanitary sewer tool for use in evaluating the ability of the City of Brainerd to serve additional development areas shown in the attached Map.

The following work plan provides a detailed description of the services.

SCOPE OF WORK

SEH proposes the following work scope for Phase II.

Task 1: Project Administration

This task will provide overall project management and coordination of activities for the collection model. SEH will provide project communications and updates with each invoice. SEH will complete the following:

1. Monitor project costs, budget and schedule
2. Maintain communications with the City of Brainerd and project team through project meetings and written communication
3. Prepare for and attend up to three (3) virtual progress meetings and present results
4. Project duration is expected to last approximately three months
5. Prepare monthly invoices

Task 2: Data Collection and Input

The goal of this task is to quantify the existing and proposed sanitary sewer design flows for the areas identified in the additional proposed development areas.

Projected flows will be determined by comparing existing land use (zoning) to proposed land use. Based on GIS files provided by the City, SEH will estimate added sewer flows due to infill (of platted but not built property), redevelopment of existing parcels, and potential new development. All calculations will be performed based on developable acres and per capita usage with peaking factors derived from WWTP flow data, additional flow monitoring information, and standards of practice.

To support the successful execution of Phase II of the Hydraulic Model Project, SEH will review and evaluate information from the City of Brainerd. These data inputs are essential for refining the model, conducting accurate scenario analyses, and ensuring alignment with current and future infrastructure planning:

1. **Development Area Mapping** - GIS-based map of proposed development areas for Phase II.
2. **Record Drawings and Infrastructure Data**
    - Record drawings for the east side of the collection system extending to Vine Street.
    - Any record drawings or information on existing infrastructure within proposed development areas.
    - Specific data to be extracted from record drawings include:
        - Existing force main sizes (upstream and downstream of proposed locations)
        - Invert elevations
        - Pipe sizes, lengths, and materials
3. **Lift Station Documentation**
    - Record drawings for any lift stations included in the Phase II model area.
    - Operational data for each lift station, including:
        - Pump specifications and pump curves
        - Control settings for pump startup and shutdown depths
        - Historical flow data (preferably from the past five years) to support dry and wet weather flow calibration
4. **Flow Monitoring Data**
    - Locations of any permanent or temporary flow meters within the system
    - Available flow monitoring data sets, including dry and wet weather events
5. **System Performance Insights**
    - Documentation and/or staff input regarding known sewer system issues, including:
        - Historical or ongoing bottlenecks
        - Areas of frequent surcharging or maintenance concerns

SEH will coordinate with City staff to facilitate the transfer and review of these materials. The final schedule is dependent on the amount and quality of information available.

Task 3: Review and Analysis of collection system model

SEH will incorporate the Phase II development areas into the PCSWMM model developed in Phase I.

Sanitary Sewer Model Creation and Existing Analysis

- Create PCSWMM sanitary sewer model (pipes) from existing City GIS, AutoCad and record drawing data for 8-inch and larger pipes
- Allocate design flows to junctions/manholes
- Review existing pipe capacities based on existing flows

Task 4: Analysis of current and future flow conditions

The SEH team will utilize the PCSWMM sewer model to evaluate existing conditions and will determine whether the existing pipe capacity can provide adequate service to the existing and proposed development areas. A summary of model conditions and results will be prepared and analyzed. Results will be summarized in a technical memorandum.

Deliverables

Prepare a draft technical memorandum summarizing the information from Tasks 1-4 above. After review with the City, prepare final technical memorandum and present results.

Meetings

The following meetings are assumed for this project:

- Kick-off meeting and data review
- Progress meetings (held virtually on Teams) to discuss flow determinations and future development
- Meeting / presentation in person to review results with City staff

CITY'S RESPONSIBILITIES

The City shall:

1. Assist SEH by providing all available information pertinent to the Project, including the following:
   - Flow data from wastewater treatment facility and any temporary flow metering events
   - Anticipated development information to model
   - Provide GIS database, shapefiles and survey data for collection system
   - Provide current population and employment data and future projections
   - Provide direction where inconsistencies are identified
   - Provide as-built drawings of collection system
   - Review results and provide feedback and comments on draft documents prior to final report

ADDITIONAL SERVICES

If authorized by the Owner, SEH shall furnish a proposal for additional services including, but not limited to:

1. Performing survey of rim and invert elevations if needed.
2. Performing temporary flow metering activities to obtain data in various areas of the system to calibrate model. This provides a more accurate hydraulic model and is recommended in order to fine tune and better predict outcomes.
3. Assessment of additional developments and system changes in the future.

Assumptions

- No analysis of WWTP capacity or condition assessment will be performed for this study.
- No condition assessment will be performed for the collection system, pump stations, or WWTP facilities.
- Includes three virtual and one on-site meeting with city staff.

FEE

The lump sum fee is $20,000 including expenses and equipment.

SCHEDULE

SEH proposes to Facilities Plan within 12 weeks of receiving a signed agreement from the City of Brainerd and receiving requested data necessary to prepare the model. The estimated fee in the Letter Agreement is based on receiving an executed proposal and requested data by December 31, 2025.

- Authorization - December 2025

- Kick-off Meeting - January 2026
- System Modeling - January - March 2026
- Final Technical Memorandum - April 2026

We look forward to working with the City of Brainerd on this project. If you have any questions, please contact Dianne Mathews directly at 612-428-0269.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

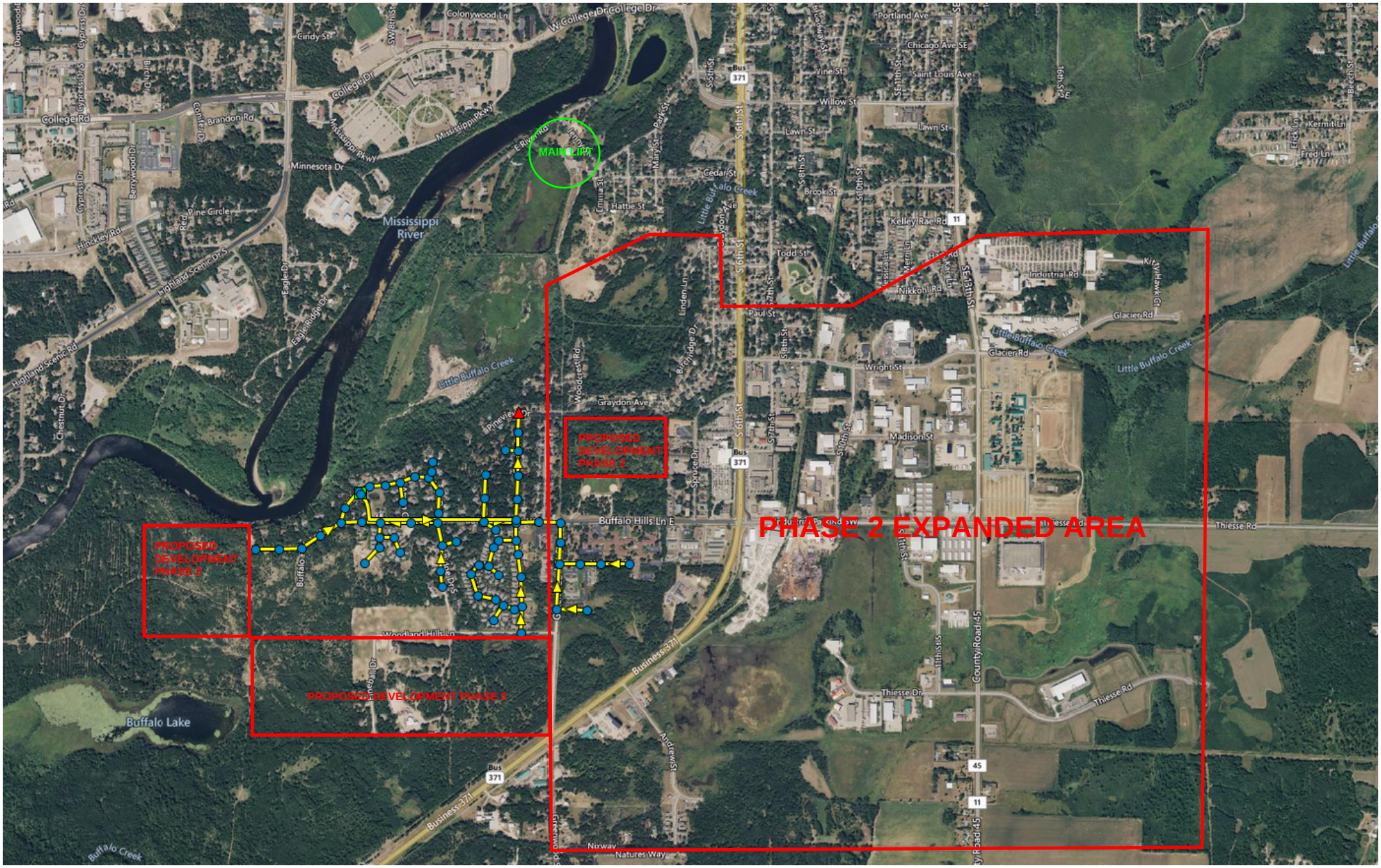


Dianne Mathews, PE
Project Manager
(Lic. MN)

dlm/mh
c: Scott Hedlund -SEH

\\sehinc.com\panzura\pzprojects\ae\b\brdmn\186917\1-genl\10-setup-cont\03-proposal\brainerd letter_modeling scope ph2_202511.15.docx

FIGURE FROM MODELING SOFTWARE WITH EXISTING MODEL INFORMATION



SHORT ELLIOTT HENDRICKSON INC.

Project Cost Budget Summary

Brainerd

Sanitary Sewer Capacity Analysis - Phase 2

		Labor Hours								Hours	Costs		
	Employee	Mathews, Dianne L	Yitbarek, Fasil B	Gjerstad, Braden	Hernandez, Chelsea	Hedlund, Scott D	Lor, See	Babb, Victoria L (Tori)	Hayes, Michele R				
	Classification	Project Manager	QAQC	Grad Engineer	Lead Design Engineer	CSM	PMA	Accounting	Admin	Hours	Labor	Expenses / OCD's / Sub-Consult	Total
Task	**Description**												
Task 1	**Project Administration**												
1.1	Project Setup	1	0	0	0	0	1	1	1	4	$682	$0	$682
1.2	Project Management Plan	1	0	0	0	1	0	0	0	2	$553	$0	$553
1.3	Internal Kickoff Meeting	1	0	1	1	1	0	0	0	4	$848	$0	$848
Subtotal		**7**	**0**	**2**	**3**	**2**	**1**	**3**	**1**	**19**	**$3,874**	**$0**	**$3,874**
Task 2	**Data Collection and Input**												
2.1	Data Collection and Review	1	0	6	4	0	0	0	0	11	$1,741	$0	$1,741
2.2	Conversion of Data	0	0	6	2	0	0	0	0	8	$1,166	$0	$1,166
2.3	Review and import GIS data into model	0	0	4	2	0	0	0	0	6	$878	$0	$878
Subtotal		**2**	**0**	**22**	**16**	**0**	**0**	**0**	**0**	**40**	**$6,130**	**$0**	**$6,130**
Task 3	**Review and Analysis of Collection System Model**												
3.1	Data Collection and Review	0	0	4	12	0	0	0	0	16	$2,387	$0	$2,387
3.2	Conversion of Data	1	1	3	4	0	0	0	0	9	$1,580	$0	$1,580
3.3	Review and import GIS data into model	1	1	3	4	0	0	0	0	9	$1,580	$0	$1,580
Subtotal		**2**	**2**	**10**	**20**	**0**	**0**	**0**	**0**	**34**	**$5,548**	**$0**	**$5,548**
Task 4	**Report and Meetings**												
4.1	Draft Technical Memo	1	0	4	8	0	0	0	0	13	$2,056	$0	$2,056
4.2	Final Technical Memo	1	1	2	2	0	0	0	2	8	$1,375	$0	$1,375
Subtotal		**3**	**1**	**7**	**12**	**1**	**0**	**0**	**2**	**26**	**$4,429**	**$190**	**$4,619**
PROJECT TOTAL		**14**	**3**	**41**	**51**	**3**	**1**	**3**	**3**	**119**	**$19,981**	**$190**	**$20,171**

Building a Better World for All of Us®

MEMORANDUM

TO: Jessie Dehn, PE
City Engineer, City of Brainerd

FROM: Dianne Mathews, PE (Lic. MN)
Braden Gjerstad, EIT (MN)
Chelsea Hernandez, EIT (MN)

DATE: October 6, 2025

RE: Brainerd Sanitary Sewer Model
SEH No. BRDMN 186917 14.00

BACKGROUND

In August 2025, the City of Brainerd requested a capacity analysis for a portion of their existing sanitary sewer downstream of a proposed development within its sewershed, located south of the intersection of Crestview Lane and Woodland Hills Lane. Figure 1 (below) shows the section of the City's collection system. The modeled area is shown in green.

SEH utilized PCSWMM software to create a hydraulic model of a portion of the city's sanitary sewer system. The model helped assess whether the pipes downstream of the proposed development are large enough to convey the increased flow. The analysis included both current flows and projected flows from an additional 190 new housing units.

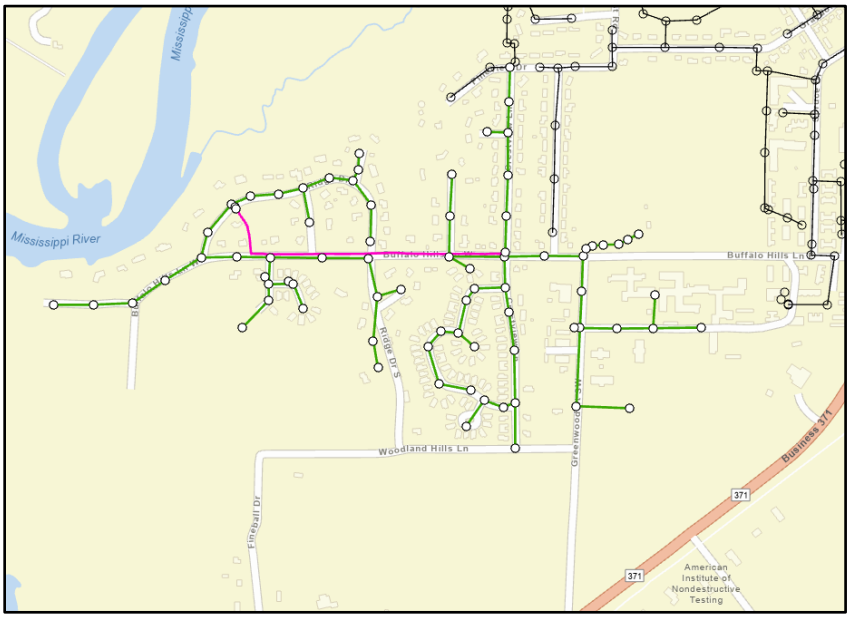


Figure 1. Brainerd Sanitary Sewer System – modeled area shown in green

MODEL CREATION AND FLOW ESTIMATES

The model was created using PCSWMM software and GIS data provided by the City. Wastewater flows were estimated for the modeled area by using actual pump station data, actual building sewer use data and by using estimated flows based on the Metropolitan Council's (MCES) Sewer Availability Charge (SAC) Procedure Manual. This manual is widely used to estimate average flows based on type of use. For example:

- one SAC is equivalent to 274 gallons/day (gpd)
- one residential dwelling is equal to one SAC
- commercial and industrial use is based on square feet / CAF
    - a medical office building is 1 SAC / 2,150 square feet
    - a 130,000 SF medical building is equivalent to 60.5 SACs or 16,567 gpd average flow

The project area was divided into East and West sections. A forcemain connects these sections, delivering flow from the West to the East.

For both the East and West Sections, SAC estimates were used to establish average flows based on the types of properties in each area. Flow estimates were assigned to the downstream manholes. In the West Section, the availability of lift station flow data from the City allowed for more accurate flow projections. By applying a multiplier to the baseline SAC values, the total estimated flow was adjusted to better reflect actual conditions. Using pump calibration data, the average wet weather flow for the West Section was calculated to be 0.46 MGD, which is lower than the initial estimates derived solely from SAC values

Due to the absence of comparable data for the East Section, the conservatively estimated values from the SAC Manual were applied without an added multiplier for dry weather flow. However, an additional multiplier of 4 was incorporated for wet weather flow.

MODEL RESULTS

Initial dry weather flow for the existing conditions showed no flooding or surcharging, with a maximum pipe capacity of 0.51. The acceptable threshold is typically 0.8, representing 80% of the vertical pipe depth being filled. When wet weather flows were applied, minor downstream surcharging occurred where pipes transition in size, but no flooding was observed. This is shown in Figure 2. The maximum surcharge capacity for existing wet weather conditions reached 0.64. This surcharging does not indicate capacity issues.

When the flows were added for the new development (190 additional dwellings), the dry weather surcharge increased slightly to 0.55, and the wet weather surcharge increased to 0.78. With proposed wet weather flows the downstream surcharge maximum capacity of 78% is still below the recommended 80% pipe capacity level recommended for upsizing. This is summarized in Table 1. Figures 3 and 4 illustrate the wet weather maximum surcharge capacity plan and profile views.

Table 1: Maximum Surcharge for Existing and Future Development Flow

	Existing Flow	Future Development
Dry Weather Maximum Surcharge (% vertical capacity)	0.51	0.55
Wet Weather Maximum Surcharge (% vertical capacity)	0.64	0.78

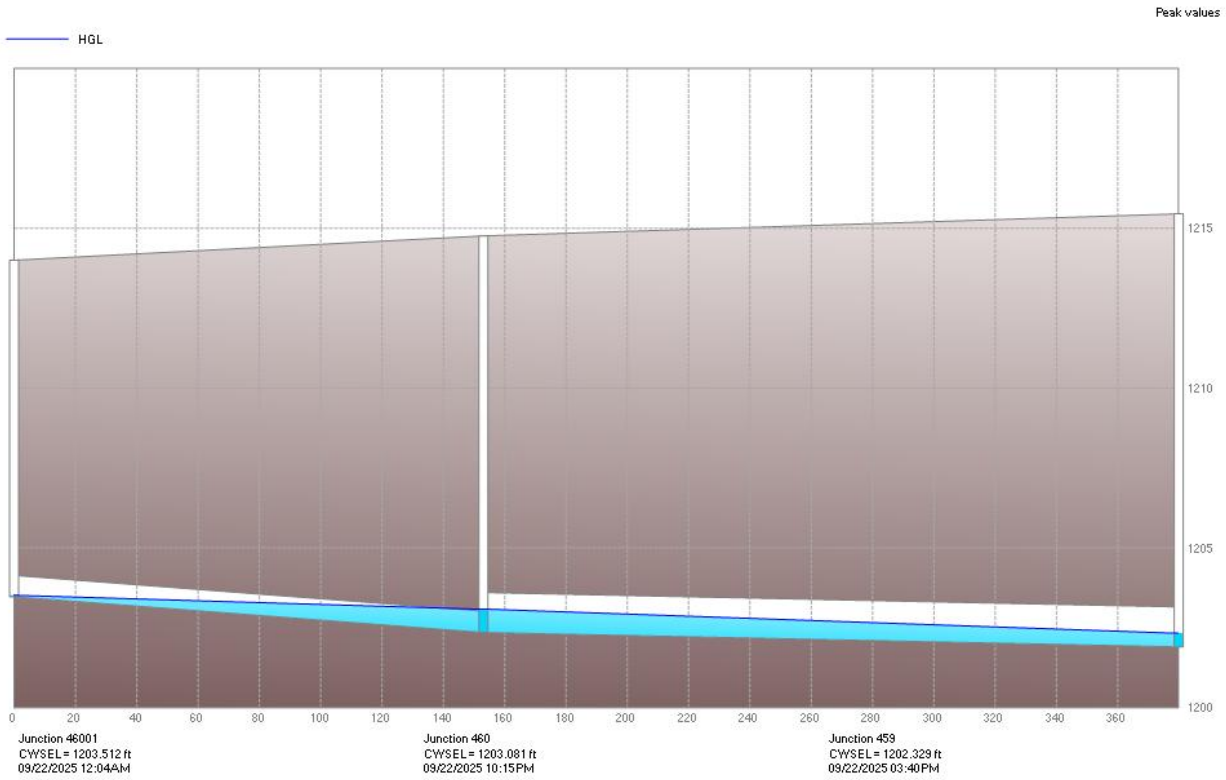


Figure 2. Downstream Surcharging into Larger Pipe

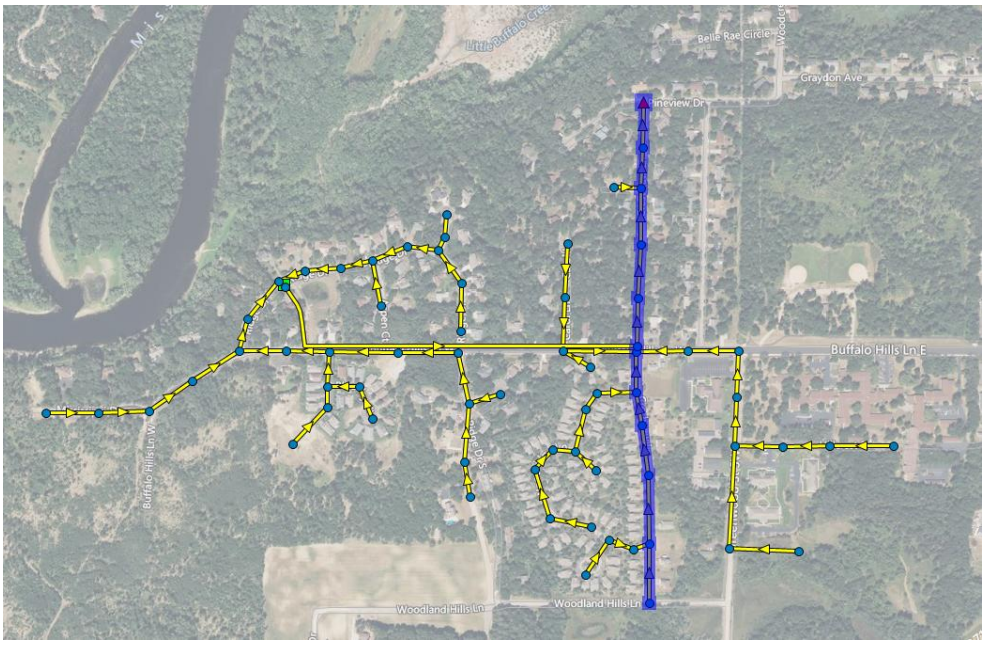


Figure 3. Proposed Wet Weather Model Results Plan View

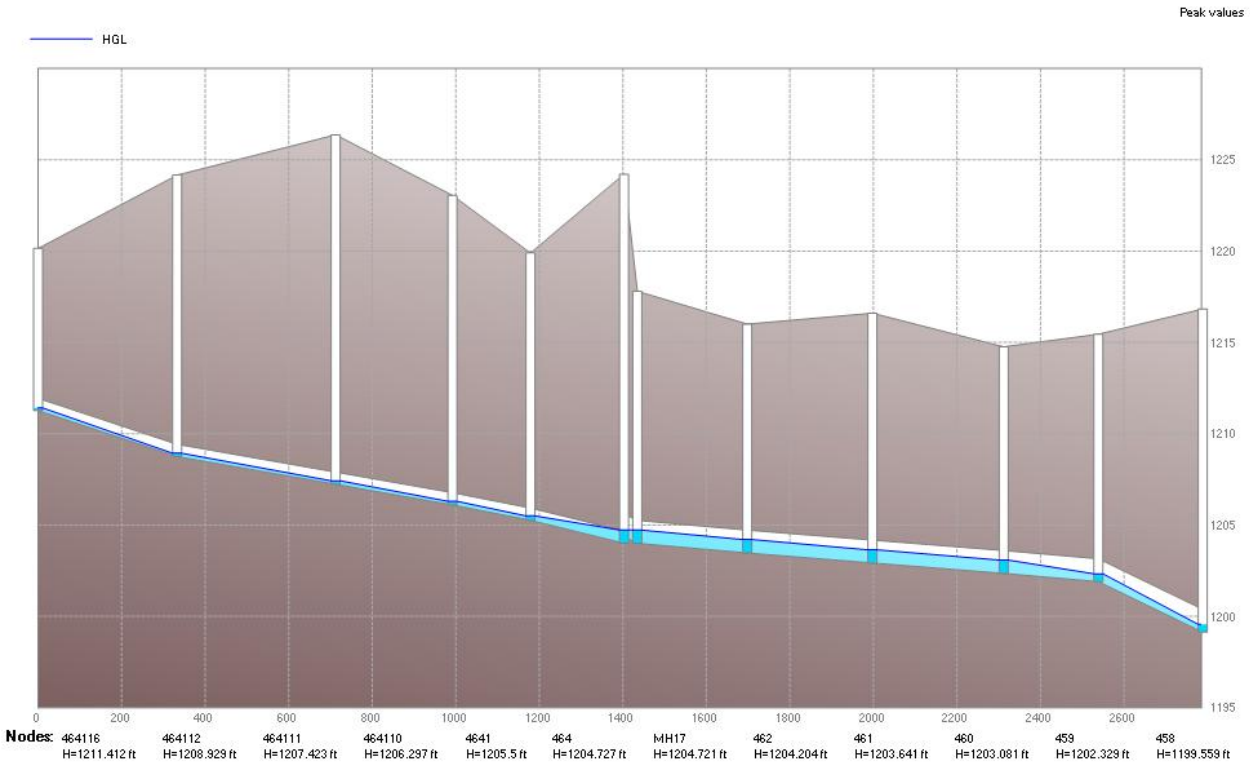


Figure 4. Proposed Wet Weather Model Results Profile View

This analysis assumes there is no surcharge at the downstream manhole, MH458, resulting from flow from other areas in the sewershed. It assumes the discharge point at MH458 is free flowing during existing dry and wet weather conditions. It is recommended the southern Brainerd sewershed be modeled in order to provide a full picture of the city's wastewater infrastructure.

CONCLUSION

Analysis of the model indicates that the current sewer system can accommodate the flow from the planned development. The model indicates the pipe will operate near its recommended capacity limit during wet weather conditions.

dmk

\\sehinc.com\panzura\pzprojects\ae\b\brdmn\186917\5-final-dsgn\53-dsgn-info\memo\brainerd sewer model memo final 10.6.25.docx

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Resolution- Requesting Advance Municipal State Aid Funds

AGENDA: SPW Committee

ACTION REQUESTED: Adopt Resolution

SUBMITTED BY: Jessie Dehn, City Engineer, Mike Habighorst, Public Works Director

DEPARTMENT: Public Works

PRESENTER: Jessie Dehn, City Engineer

ESTIMATED TIME (MIN): 2 Minutes

SUMMARY OF ISSUE:
Attached to this item is a Resolution requesting advance Municipal State Aid (MSA) funds for 2026 projects as well as prior years' projects that were not disbursed MSA funds. As our current MSA Construction Fund is in advance status, to receive MSA funds, the City is required to adopt a resolution requesting the advance funds from future years' allocations.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
Typically, the City is allocated approximately $1,100,000 in State Aid funds annually. 25% of these funds are allocated to Maintenance, which covers maintenance costs of the State Aid streets and a portion of the Street Mechanic position. This leaves approximately $800,000 towards State Aid construction.

Staff is recommending that Wright/10th Reconstruction Project be not included in this list as staff is recommending that this project be funded using State Aid Bonds, which would be paid through future annual State Aid allocations.

As the City's MSA is in advance status, there is no guarantee that additional advance funds would be allocated. It is likely that this request would be approved for the advances.

RECOMMENDED ACTION/MOTION:
Move to adopt the attached resolution requesting advance Municipal State Aid construction funds.

FINANCIAL IMPACT:
N/A

R E S O L U T I O N
NO. _____

RESOLUTION REQUESTING ADVANCE MUNICIPAL STATE AID FUNDS

WHEREAS, the Municipality of Brainerd is planning to implement Municipal State Aid Street Project(s) in 2026 which will require State Aid funds in excess of those available in its State Aid Construction Account, and

WHEREAS, said municipality is prepared to proceed with the construction of said project(s) through the use of an advance from the Municipal State Aid Street Fund to supplement the available funds in their State Aid Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of January 5th, 2026	($1,847,185)
Less estimated disbursements:	
Project # SAP 108-113-008	$ 25,463
Project # SAP 108-010-008	$ 274,092
Project # SAP 108-137-001	$ 48,328
Project # SAP 108-104-012	$ 47,545
Project # SAP 108-119-007	$ 105,663
Project # SAP 108-124-090	$ 118,153
Project # SAP 108-070-010	$ 478,630
Project # SAP 108-010-009	$ 329,741
Total Estimated Disbursements	$ 1,427,615
Advance Amount (amount in excess of acct balance)	$ 3,274,800

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules, Chapter 8820.1500, Subp. 10b, and

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BRAINERD, MINNESOTA:

That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Street Project(s) of the Municipality of Brainerd in an amount up to $1,427,615. I hereby authorize repayments from subsequent accruals to the Municipal State Aid Street Construction Account of said Municipality from future year allocations until fully repaid.

Adopted this 5th day of January 2026

MIKE O'DAY
President of the Council

Approved this 6th day of January 2026

DAVE BADEAUX
Mayor

ATTEST:
NICHOLAS W. BROYLES
City Administrator

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Discussion on Downtown Snow Removal Process

AGENDA: SPW Committee

ACTION REQUESTED: Discussion Item

SUBMITTED BY: Mike Habighorst, Public Works Director, Jessie Dehn, City Engineer

DEPARTMENT: Public Works

PRESENTER: Mike Habighorst, Public Works Director

ESTIMATED TIME (MIN): 10 min

SUMMARY OF ISSUE:
With several snowfalls this season, staff has prepared an update on the Downtown Snow Removal.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
In the past, the park crew's work hours were from 7am to 3:30pm and their main function was ice rink maintenance. Now, with downtown snow removal as the top priority and when a snowfall occurs, staff start about 3am and work until snow is removed from the sidewalks, piled and/or "wind-rowed" to be removed the next day.

The attached time card example shows a normal work day with overtime for downtown snow removal. The crew's usual working hours are 7am to 3:30pm, with a half hour for lunch. Overtime is coded to the morning hours because snow removal is the cause of the overtime. After the park's crew complete downtown, they will move on to other normal winter priorities: Hockey Rinks, Pleasure Rinks, Crosswalks, Sidewalks, Parking Lots, Trails, and Roundabouts.

Regarding the assessment, the downtown property owners will be assessed for the snow removal of snow on the sidewalks. The City of Brainerd is an owner of 16% (alley and parking lot frontage) and private property frontage is 84%. The streets are only assessed if snow is removed before 9:00 AM on the same day of the snow event.

Previously, with a private contractor completing snow removal, the City would take about 47% of the snow removal cost to streets and alleys based on calculations done to determine the amount of share that the City would normally perform under standard snow removal procedures. The other 53% of the street and alley snow removal is then assessed to the downtown business owners (the City is also an owner of alleys and parking lots).

As a result of the new direction, the downtown owners should see a reduction in assessed costs for snow removal as only sidewalks will be assessed because the streets department will typically remove the snow after 9:00AM.

In the spring, staff will create a report to analyze the snow removal process from the downtown special services district with City staff. That report will compare the third-party contractor costs in previous years to City staff costs for this year (time and equipment), overtime, and the final assessment to the special services district. The report will also include feedback from downtown businesses based on the level of service received.

RECOMMENDED ACTION/MOTION:
Discuss Item Only.

FINANCIAL IMPACT:

Park Crew Timecard Example for Downtown Snow Removal

	3:00-4:00AM	4:00-5:00AM	5:00-6:00AM	6:00-7:00AM	7:00-8:00AM	8:00-9:00AM	9:00-10:00AM	10:00-11:00AM	11:00-12:00AM	12:00-12:30PM	12:30-1:30PM	1:30-2:30PM	2:30-3:30PM	Total Hours
Troy	1	1	1	1	1	1	1	1	1		1	1	1	12
Scott	1	1	1	1	1	1	1	1	1		1	1	1	12
Joe	1	1	1	1	1	1	1	1	1		1	1	1	12
Jim	1	1	1	1	1	1	1	1	1	Lunch	1	1	1	12
Sam	1	1	1	1	1	1	1	1	1		1	1	1	12
Jason	1	1	1	1	1	1	1	1	1		1	1	1	12
	Downtown Snow Removal					Usual Work Hours								
	4 Hours of OT coded to Downtown Snow Removal				1 Hour of Reguar Pay coded to DT	7 Hours of Reguar Pay - Winter Priorities								

When an employee works an 8 hour shift, it is not necessary that OT start at the 9th hour. In this example, the crew's usual working hours are 7am to 3:30pm, with a half hour for lunch and OT is coded to the morning hours because this task of Downtown Snow Removal caused the OT. The blue section - 5 hours worked for Downtown, 4 hours of OT and 1 hour of regular pay. In green, 7 hours normal park duties; the Crew then starts their normal work tasks. Winter Priority: Downtown snow removal, Hockey Rinks, Pleasure Rinks, Parking Lots, trails, sidewalks, roundabouts and crosswalks.

O R D I N A N C E 1598

AN ORDINANCE AMENDING ORDINANCE NO. 918 PERTAINING TO DOWNTOWN SNOW REMOVAL ASSESSMENT DISTRICT

THE COUNCIL OF THE CITY OF BRAINERD DO ORDAIN:

SECTION ONE: Ordinance No. 918 is hereby amended as indicated.
Section One:

1. Snow Removal Assessment District.

The district shall consist of all the following streets and the abutting sidewalks:

Front Street from South 6th Street to South 8th Street
Laurel Street from South 6th Street to South 8th Street
Maple Street from South 6th Street to South 8th Street
South 7th Street from Front Street to Maple Street

2. Snow Removal.
   A. Streets. Snow removal from streets within the Snow Removal Assessment District by the City, using City staff and/or contracted vendors, will occur during declared snow emergencies as defined by Brainerd City Code Section 1315, or any snow event declared by the City.
   B. Sidewalks. Accumulations of snow that do not necessitate the declaration of a snow emergency and accumulations of ice may be removed from sidewalks by the City-with costs then assessed to property owners.

Section Two:

1. Assessable costs. The costs to be assessed are the total of the following:

   A. Snow removal from sidewalks listed in Section One.

   B. Snow removal from streets:
      a. Contractor removal: The difference between the contracted cost of removing snow from the streets listed in Section One and the average cost for City forces to remove the snow from the streets, or
      b. City removal: The cost incurred by the City to remove the snow from the streets using City staff and equipment.

   C. Administrative cost of City staff.

2. Assessment formula.
   A. The assessments to be levied against properties within the snow removal district shall be distributed amongst those properties on the basis of front footage of property owned.
   B. The "Assessment Rate" per foot of property owned shall be determined by taking the sum of all assessable costs and dividing by the sum of front footage of property abutting the snow removal assessment district.

SECTION TWO: This ordinance shall take effect and be in force one week after its publication.

Adopted this 1st day of December 2025

MIKE O'DAY
President of the Council

Approved this 2nd day of December 2025

DAVE BADEAUX
Mayor

ATTEST:
NICHOLAS W. BROYLES
City Administrator

Published one time: 12/6/2025

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Direction on Active Code Enforcement

AGENDA: SPW Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: James Kramvik, Community Development Director

DEPARTMENT: Community Development

PRESENTER: James Kramvik, Community Development Director

ESTIMATED TIME (MIN): 5 Minutes

SUMMARY OF ISSUE:
Section 320 of the City Code dictates that violations of the City Code shall, after receiving a notice of violation, be issued up to three administration citations for non-compliance. Once three citations have been issued, the violation shall be brought before the Safety & Public Works Committee for review. The Committee shall then make a recommendation to the City Council as to how to proceed with enforcement of the violations. Staff is bringing one (1) property before the Committee for review. Staff is looking for direction from the Council as to how to proceed with the case.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
Attached is the case file for:
620 4th Ave NE

Per Section 320, action that could be taken against this property include:
1) Continued administrative citations for an amount determined by the City Council
2) Abatement of the offense (depending on the type of offense)
3) Legal action (at the recommendation of the City Attorney depending on the type of offense)
4) Cease corrective action

RECOMMENDED ACTION/MOTION:
Move to obtain a search warrant to tow the trailer and vehicle at 620 4th Ave NE.

FINANCIAL IMPACT: N/A

MEMO

TO: Mayor and City Council

FROM: James Kramvik, Community Development Director

DATE: January 5, 2026

RE: Recommendation for Active Code Enforcement Case

Staff recommend the following action for the active code enforcement case brought before the City Council:

- **620 4th Ave NE**
    - Received one (1) Notice of Violation 11/4/25 and three (3) Citations
    - First Citation 11/17/25 – Third Citation 12/22/25
    - $600 in open citations

Move to obtain a search warrant to tow the trailer and vehicle at 620 4th Ave NE.

Running Summary of Actions Taken

1) **823 Willow St** – Unlicensed Rental - Issuing $300 citation monthly for non-licensed rental. Legal action from the City Attorney is taking place. City Council motion 2/3/2025 to $100 per day citation.
2) **319 N 9th St** – Property Maintenance/ Roof – Issuing a $300 citation each month until roof is corrected. Working with City Attorney.
3) **PID 41191502** – Exterior Structure – Issuing a $300 citation each month until corrected.
4) **401 Holly St** – Fence – Issuing a $300 citation each month until corrected.
5) **113 Washington St NE** – Residing in a commercial business – Issuing $100 per day until corrected. Enforcement has been served by City Attorney.
6) **320 4th St N** - $300 citation every 10 days until fence is corrected.
7) **907 Fir St** – Obtaining administrative search warrant to enter the property and abate the junk/debris/blight. Abated 11/5/25

November 04, 2025

POTTER, STEVEN T
620 4TH AVE NE
BRAINERD, MN 56401

ORDER TO CORRECT ADMINISTRATIVE VIOLATION

Dear Property Owner(s),

Brainerd residents have consistently expressed that clean, well-maintained residential neighborhoods and commercial districts are a high priority. Maintaining these areas has proven to increase property values, provide a higher standard of living, and promotes community pride. A code violation was observed on the property described below. Understanding that you might not be aware of what the City codes require, I am sending you this courtesy notice to give you an opportunity to correct this matter.

Property Address: 620 4TH AVE NE
Real Estate Code: 41191507

Violation: Zoning Code Violation
Ordinance: Section 515-22-5.E
Description: Parking in a yard that fronts a street as well as along an interior side of a house is required to be on improved surfaces. These surfaces include asphalt, concrete, pavers, or brick. Parking is permitted on an improved and unimproved surface in the rear yard. These vehicles must be removed from their current locations and properly parked.

To review City Codes on the web, go to www.ci.brainerd.mn.us/153/City-Code.

Action should be taken on or before 11/14/2025

Per the above-mentioned code section and City Code 320 – Administrative Citations, failure to comply with this ordinance will result in citation(s) according to the following schedule:

1st Citation - $100.00 | 2nd Citation - $200.00 | 3rd Citation - $300.00

After the issuance of three (3) citations, the offense shall be brought before the Safety & Public Works Committee for determination of further action to correct the violation. Such actions may include but are not limited to abatement, issuance of further administrative citations in an amount determined by the Committee, or legal action. The determination of the Safety & Public Works Committee shall then be referred as a recommendation to the City Council for final approval.

If you are unable to make the corrections by the date above or believe this violation is in error, please call this office to discuss or make other arrangements. Office hours are 7:30 to 4:30, Monday through Friday. **Feel free to contact Housing Inspector Jason Stockinger at 218/454-3416 if you have questions.**

Respectfully,
By Order of:
THE CITY OF BRAINERD


11/04/2025 11:51

This citation charges you with one or more violations of the Property Maintenance Code, Ordinance No. 1338

THIS IS THE ONLY NOTICE YOU WILL RECEIVE

Administrative Citation

Department of Building Safety – 218-828-2307

EN25-0575

Date of Violation: 11/17/2025 Parcel ID: 41191507

Violator(s): POTTER, STEVEN T
620 4TH AVE NE
BRAINERD, MN 56401

Location/Address of Violation: **620 4TH AVE NE**

VIOLATION

Section	Subdivision, Chapter or Article	Fine
515-4-12	Zoning Code Violation	$100.00

If the owner fails to correct the nuisance within the timeframe stipulated in the first notice, the City of Brainerd shall cause such action to correct such nuisance by means of, but not limited to, cutting grass or collecting garbage or junk. The expense thereof shall be billed to the property owner and shall constitute a lien upon such realty. An Administrative Citation is separate and in no way defrays the expense of correcting the nuisance.

Citation Amount Due: $100.00 **Payment Due By: 30 Days from Date of Violation**

Payment may be presented in person or by way of First Class Mail in the form of cash, check or money order, payable to: City of Brainerd, submitted to the Department of Building Safety, City Hall - 501 Laurel Street; Brainerd, MN 56401.

Re-inspection Date: 11/27/2025

For uncorrected or continued violations, the City may correct the violation and assess the charges for doing so. An additional citation will be issued if the violation is not corrected by the re-inspection date.

Failure to pay the fine will result in it being assessed against the property as provided in Minnesota Statute 429. Unpaid fines, including an administrative charge of $25.00 plus interest of the total balance, will be assessed against the property of the owner charged with the violation.

When a citation is issued, you must correct the violation and pay the fine. If you decide to contest the violation, you may request a hearing, responding within 10 days from the date of the citation issuance. The purpose of a hearing is to determine whether or not a violation(s) of the city code existed. If you request a hearing and the citation stands, you will be responsible for the hearing costs and fines as determined by the hearing officer as well as correction of the violation. If the citation is contested and a hearing is scheduled, a notice will be mailed to you with the date/time/location of the hearing. If you cannot attend on the scheduled date or wish to request the Hearing Officer be removed from the case, you must do so no later than 15 days prior to the date of the hearing. A new hearing date will be set and another notification will be sent to the party contesting the citation.

Representative: Jason Stockinger, Building Inspector Date: 11/17/2025

Representative's Signature: (served via first class mail)


11/17/2025 10:23


SIERRA
GMC
FVE 969
620
11/17/2025 10:23

This citation charges you with one or more violations of the Property Maintenance Code, Ordinance No. 1338

THIS IS THE ONLY NOTICE YOU WILL RECEIVE

Administrative Citation

Department of Building Safety – 218-828-2307

EN25-0575

Date of Violation: 12/22/2025 Parcel ID: 41191507

Violator(s): POTTER, STEVEN T
620 4TH AVE NE
BRAINERD, MN 56401

Location/Address of Violation: **620 4TH AVE NE**

VIOLATION

Section	Subdivision, Chapter or Article	Fine
515-4-12	Zoning Code Violation	$300.00

If the owner fails to correct the nuisance within the timeframe stipulated in the first notice, the City of Brainerd shall cause such action to correct such nuisance by means of, but not limited to, cutting grass or collecting garbage or junk. The expense thereof shall be billed to the property owner and shall constitute a lien upon such realty. An Administrative Citation is separate and in no way defrays the expense of correcting the nuisance.

Citation Amount Due: $300.00 **Payment Due By: 30 Days from Date of Violation**

Payment may be presented in person or by way of First Class Mail in the form of cash, check or money order, payable to: City of Brainerd, submitted to the Department of Building Safety, City Hall - 501 Laurel Street; Brainerd, MN 56401.

Re-inspection Date: 01/01/2026

For uncorrected or continued violations, the City may correct the violation and assess the charges for doing so. An additional citation will be issued if the violation is not corrected by the re-inspection date.

Failure to pay the fine will result in it being assessed against the property as provided in Minnesota Statute 429. Unpaid fines, including an administrative charge of $25.00 plus interest of the total balance, will be assessed against the property of the owner charged with the violation.

When a citation is issued, you must correct the violation and pay the fine. If you decide to contest the violation, you may request a hearing, responding within 10 days from the date of the citation issuance. The purpose of a hearing is to determine whether or not a violation(s) of the city code existed. If you request a hearing and the citation stands, you will be responsible for the hearing costs and fines as determined by the hearing officer as well as correction of the violation. If the citation is contested and a hearing is scheduled, a notice will be mailed to you with the date/time/location of the hearing. If you cannot attend on the scheduled date or wish to request the Hearing Officer be removed from the case, you must do so no later than 15 days prior to the date of the hearing. A new hearing date will be set and another notification will be sent to the party contesting the citation.

Representative: Jason Stockinger, Building Inspector Date: 12/22/2025

Representative's Signature: (served via first class mail)


GMC
FVE 969
12/22/2025 08:48


12/22/2025 08:48


12/29/2025 14:12


GMC
12/29/2025 14:12

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Preliminary Plat and Planned Unit Development Amendment - Voyageur Heights

AGENDA: Main

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: James Kramvik, Community Development Director

DEPARTMENT: Community Development

PRESENTER: James Kramvik, Community Development Director

ESTIMATED TIME (MIN): 10 min

SUMMARY OF ISSUE:
Kuepers Inc has submitted applications for a Preliminary Plat Amendment and a Development Stage Planned Unit Development (PUD) Amendment for a Proposed 176-unit Apartment Complex for Parcel ID's 41020691 and 41020682.

Kuepers originally submitted for the Voyageur Heights development project in September for a rezoning to a PUD Overlay District, PUD Development Stage Plan, and Preliminary Plat. City Council conducted the first reading for the rezoning and approved the PUD Development Stage Plan and Preliminary Plat at the October 6th City Council meeting.

As a result of the EAW review, it was determined that a portion of the project was located in the City's Drinking Water Supply Management Area (DWSMA) and was in a high vulnerability zone for surface water contamination. Kuepers adjusted the site plan to divert all stormwater to an infiltration basin outside the DWSMA. The three 38-unit buildings and site plan on the northern portion of the property remain relatively unchanged. The previous two 38-unit buildings to the south were combined into one large 62-unit building. The total proposed development is now 176 units with the infiltration basin placed outside the high vulnerability zone. The original proposal included five 38-unit buildings for a total of 190-units.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
The Planning Commission considered this request at their December 17th meeting. The Planning Commission unanimously recommended approval of the requests.

The Planning Commission recommended changing a comment in the Findings of Facts. Staff originally stated "upon final approval and commencement of the project, the City ***should consider*** a future trail that would connect this development to Buffalo Hills Park and the existing City trail system." The Planning Commission changed the comment to ***shall consider***.

This comment does not bind the City or the developer to install a trail, but does clarify that the City

should review the current trail plan and consider a future connection.

Staff also sent the developer outdoor lighting requirements in the event that some of the pole lights need to be shielded from Voyageur Drive.

One member of the public spoke at the public hearing. Mr. Thompson, who owns the property to the west, requested that the Planning Commission/ City consider a permanent 100' wide conservation easement on the west side of the property to create a vegetative screening buffer between his property and the proposed development. Staff indicated that we would work with the developer to see what was possible. Kuepers will be presenting a revised tree removal plan at the January Planning Commission meeting.

RECOMMENDED ACTION/MOTION:
Move to approve the Preliminary Plat and PUD Development Stage Plan Amendment as presented.

FINANCIAL IMPACT: N/A

M E M O

TO: Planning Commission

FROM: James Kramvik, Community Development Director

DATE: December 17th, 2025

RE: Consider Preliminary Plat Amendment and a Development Stage Planned Unit Development (PUD) Amendment for a Proposed 176-unit Apartment Complex for Parcel ID's 41020691 and 41020682 on HWY 371 S

REQUEST

Revised Site Design, Preliminary Plat Amendment and a Development Stage Planned Unit Development (PUD)

Kuepers Inc has submitted applications for a Preliminary Plat Amendment and a Development Stage Planned Unit Development (PUD) Amendment for a Proposed 176-unit Apartment Complex for Parcel ID's 41020691 and 41020682.

CONTEXT

Parcel Numbers: 41020691 and 41020682

Zoning District: Rural Living 1 (RL-1) Zoning District – requested change to a PUD Overlay District with an underlying CN-2 Zoning District

Property Area: 49 Acres

Adjacent Uses: North: Single-family homes and duplexes
East: Mn Teen Challenge vacant property
South: Automotive Repair Shop & Big Wood Timber Frames
West: Single family homes and Thompson Excavating

Adjacent Zoning: North: CN-2 (Contemporary Neighborhood 2) District
CN -1 (Contemporary Neighborhood 1) District
East: Rural Living 1 (RL-1) Zoning District
South: Crow Wing Township – Commercial 2
West: Agricultural/ Forestry - Crow Wing Township

AERIAL MAP



ZONING MAP



ENVIRONMENTAL ASSESSMENT WORKSHEET (EAW)

Prior to a final decision by City Council, the Council is required to complete an Environmental Assessment Worksheet (EAW) for the development, as there are over one hundred and fifty (150) proposed units. The Environmental Assessment Worksheet (EAW) is a brief document designed to lay out the basic facts of a project necessary to determine if an environmental impact statement (EIS) is required for the proposed project. In addition to the legal purpose of the EAW in determining the need for an EIS, the EAW also provides permit information, informs the public about the project, and helps identify ways to protect the environment. The EAW is not meant to approve or deny a project but instead act as a source of information to guide other approvals and permitting decisions. Kuepers has hired an engineering firm to complete the EAW.

The EAW was distributed and published in the EQB Monitor. The public comment period ended on December 1st, and the City Council will be holding a public meeting to review the EAW. City Council will make a final determination on the EAW findings at the December 15th meeting. The findings and comments from the EAW review are attached to the agenda. The EAW can be found on the Community Development page of the City's website at the following link:

https://www.ci.brainerd.mn.us/DocumentCenter/View/7758/Voyageur-Heights-Apts-EAW

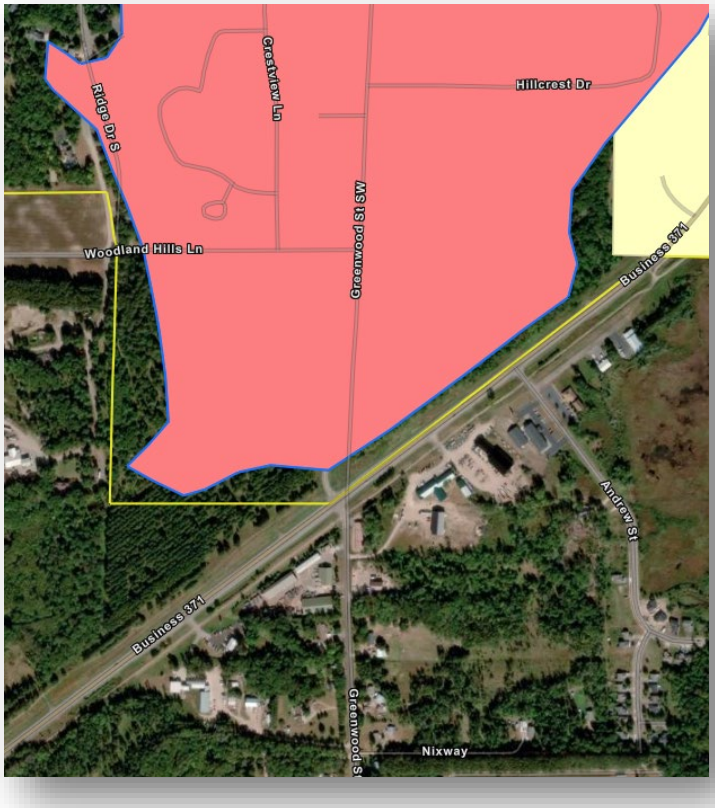
REVISION HISTORY

Kuepers originally submitted for the Voyageur Heights development project in September for a rezoning to a PUD Overlay District, PUD Development Stage Plan, and Preliminary Plat. City Council conducted the first reading for the rezoning and approved the PUD Development Stage Plan and Preliminary Plat at the October 6th City Council meeting.

As a result of the EAW review, it was determined that a portion of the project was located in the City's Drinking Water Supply Management Area (DWSMA) and in a high vulnerability zone for surface water contamination. According to City Code Section 725 stormwater infiltration is not allowed outside of an ERA within a DWSMA classified as high or very high vulnerability unless the permittee performs or approves a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater.

Kuepers adjusted the site plan to divert all stormwater to an infiltration basin outside of the DWSMA. The three 38-unit buildings and site plan on the northern portion of the property remain relatively unchanged. The previous two 38-unit buildings to the south were combined into one large 62-unit building. The total proposed development is now 176-units with the infiltration basin placed outside of the high vulnerability zone. The original proposal included five 38-unit buildings for a total of 190-units.

DWSMA MAP



FINDINGS OF FACT - PLANNED UNIT DEVELOPMENT AND (PUD) ZONING OVERLAY

1. According to Section 515-5-7.B, a Planned Unit Development (PUD) may include land uses from a variety of Base Zoning Districts, and may include design flexibility related to density, setbacks, building heights, lot area, lot width, etc. Any mixed-use project that does not comply with the dimensional or use standards may utilize the Planned Unit Development (PUD) Overlay Zoning District. All PUD Overlay Zoning Districts must identify the areas where flexibility from the Base Zoning District standards is established.
2. Section 515-2-21 states the purpose and intent of the Planned Unit Development Overlay District is to provide for the integration and coordination of land parcels as well as the combination of various types of residential, commercial, and industrial uses.
3. **Voyageur Heights - Planned Unit Development (VH-PUD).** The purpose of the VH-PUD is to allow for the development and redevelopment of the property with a mix of uses and dimensional standards. The following standards are established.

    a. The standards and uses contained within the Contemporary Neighborhood-2 (CN-2) Base Zoning District shall govern the VH-PUD district, with the modifications as noted in Table 515-2-21.3
    b. Additions to existing structures are permitted provided it meets the CN-2 Zoning District Dimensional Standards of Table 515-2-7.1 and all other requirements in the Zoning Code.
    c. Development Standards. All approved Final PUD Plans shall govern the development of the property and shall be kept on file with the City Zoning Administrator.

Proposed Table 515-2-21.3 VH-PUD Dimensional and Use Standards - Density, Lot Size, Coverage and Height Standards.

Lot Dimensions		
	Lot Size Density (minimum)	None 4+ DU/Acre
	Lot Width	None
Principal Building, Attached Accessory Building, and Detached Accessory Building Standards		
	Front Yard Setback (minimum)	20’
	Rear Yard Setback (minimum)	20’
	Location, detached	Must meet Principal Structure setbacks, may be located in any Yard
	Total Number of Permitted Accessory Buildings	3 per Primary Structure
Coverage and Height Standards		
	Impervious Surface Coverage (maximum)	75%
	Principal structure height (maximum)	45’
Other Standards		
	Driveway	Width at ROW maximum is 36’
	Parking (minimum)	none
	Shrub Planting (minimum)	Four (4) shrubs or perennials shall be planted per first floor dwelling unit
	Landscape Islands (minimum)	One (1) island per thirty (30) continuous rows of internal parking spaces

	Commercial and Industrial Use Design Construction Standards	Facades facing a public street shall not exceed twenty-five (25) percent metal unless allowed upon approval of a Conditional Use Permit. Side and Rear Facades may be one hundred (100) percent metal and may have exposed fasteners.
Uses Permitted		
	Appendix A: Table of Uses, CN-2 District	All permitted, conditional and interim uses
	Multifamily attached dwelling units (5+ units)	P
	Car Wash Accessory to Motor Vehicle Fuel Sales	C
	Commercial/Retail Establishments	C
	Contractor Offices	C
	Motor Vehicle Fuel Sales	C
	Office Businesses	C
	Light Manufacturing	C
	Warehouse, distribution facilities and wholesale business	C

The City may approve the Planned Unit Development (PUD) only if it is found that the development satisfies all of the following standards:

4. The proposed Planned Unit Development (PUD) is in conformance with the Comprehensive Plan for Brainerd. At a minimum, the City must find that:
    a. The use will not create an excessive burden on existing parks, schools, streets, and other public facilities and utilities, which serve or are proposed to serve the area.
        i. *According to the EAW's trip generation, the proposed site and Greenwood Street can accommodate the increased traffic from the development.*
        ii. *The development will connect to the City's sewer, water, and electrical system. The City Engineer has no concerns at this time regarding the increased utility usage.*
        iii. *The additional residential units will positively impact the City and School District.*
    b. The use is reasonably related to the overall needs of the City and is compatible with the surrounding land use.
        i. *The City and Crow Wing County as a whole are in need of diverse housing options, which are a part of the Housing Goals and Policies of the Comprehensive Plan.*
            1. HOUSING GOAL 1 Provide a diverse mix of housing choices for all stages of life, income ranges, and ownership/rental preferences.
                a. Policy 2 - Expand home ownership and rental opportunities through rehabilitation and new construction.
                b. Policy 5 - Ensure an adequate supply of quality and affordable housing units for current and future residents.
    c. The Planned Unit Development (PUD) is an effective and unified treatment of the development possibilities on the project site, and the development plans provide for the preservation of unique natural amenities.
        i. *The development intends to use the rural setting of the site as an integral element of the development. The wetland to the north will provide as a*

buffer between this property and the low-medium density Woodland Hills Development.

ii. *The site plan has been revised to accommodate future development and future stormwater requirements.*

d. The uses proposed will not have an undue and adverse impact on the reasonable enjoyment of neighboring property and will not be detrimental to surrounding uses.

i. *This property is surrounded primarily by vacant land and is adjacent to Business 371 and will not have an undue and adverse impact on the reasonable enjoyment of neighboring properties and will not be detrimental to surrounding uses.*

ii. *Properties along Business 371 in this area are all commercial uses.*

iii. *According to the EAW, increased traffic will generate a relatively small corresponding increase in carbon monoxide levels and other vehicle-related air emissions. The Project is expected to have a negligible impact on air quality. Based on traffic impact findings described further in EAW Item 20, the Project is anticipated to have approximately 1,293 total weekday trips, the majority of which will be from residents commuting to and from work.*

iv. *Trip generation was estimated using the methodology outlined in the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition (2021). The proposed project is expected to generate about 1,293 vehicle trips per weekday. Within the PM peak hour, the Project is expected to generate 102 trips, consisting of 64 entering vehicles and 38 exiting vehicles (Table 20-1 of the EAW).*

1. *The proposed Project does not meet the threshold of 250-peak hour trips, or 2,500 new daily trips described in MnDOT Access Management Manual Chapter 5.3, and a full Traffic Impact Study is not required for this development.*

5. Additionally, the Planned Unit Development (PUD) meets one or more of the following development criteria according to Section 515-5-7.C.2

a. A minimum of two (2) or more principal structures is proposed.

i. *The applicant is proposing the construction of four (4) multi-unit buildings with separate garages.*

b. The tract is at least two (2) acres in size.

i. *Lot 1 Block 1 is 8.48 acres*

ii. *Lot 1 Block 2 is 3.81 acres*

c. The Planned Unit Development (PUD) can be planned and developed to harmonize with any existing or proposed development in the areas surrounding the project site.

i. *Natural buffers will be maintained between existing developments and the site, specifically to the north where there is existing residential development.*

ii. *The surrounding developments are comprised of residential properties, a senior living facility, a recovery facility, and commercial properties along Business 371.*

d. Each phase of the proposed development is of sufficient size, composition, and arrangement so that its construction, marketing, and operation are feasible as a

complete unit, and that provision for and construction of dwelling units and common open space are balanced and coordinated. In addition, the total development is designed in such a manner as to form a desirable and unified environment within its own boundaries.

i. *The proposed development will be fully constructed with four apartment buildings to accommodate 176 dwelling units. The project will be constructed in two phases.*
ii. *The remaining property has been divided into Outlots that would require future approvals from the City to develop.*
iii. *The proposed design allows for the future expansion of both residential and commercial uses and the developer plans to subdivide Outlot A in the future for commercial uses along Business 371 and additional residential uses to the west.*

e. Financing is available to the applicant on conditions and in an amount which is sufficient to assure completion of the Planned Unit Development (PUD). To evidence this finding, a written statement of financial feasibility, which is accepted by the City, shall be submitted by the applicant.
    i. *The applicant has the ability to acquire the necessary financing to complete the proposed development in full.*
    ii. *The applicant has provided an escrow to the City to pay for legal review.*
f. Planned Unit Development (PUD) provides for architectural diversity by way of varied building types and exterior building design.
    i. According to Section 515-4-2 Building Design Standards - Multi-family dwelling units shall be designed to create visual interest through a variety of materials, colors, textures, installation direction, structural elements such as balconies, porches, and wall patterns, or other characteristics that create articulation either between units or floors.
        1. *The proposed building has a variety of elements to create visual interest such as alternating wall patterns, color changes, stonework, and balconies.*
g. Underground Utilities - In any Planned Unit Development (PUD), all utilities, including, but not limited to, telephone, electricity, gas, and cable television shall be installed underground.
    i. *All utilities in the development are planned to be placed underground.*
h. Utility Connections -
    i. Water Connections. When more than one property is served from the same service line, a shut off valve must be located in such a way that each unit's service may be shut off and secured by the City, in addition to the normally supplied shut off at the street.
    ii. Sewer Connections. When more than one (1) unit is served by a sanitary sewer lateral which exceeds three hundred (300) feet in length, provisions must be made for a manhole to allow adequate cleaning and maintenance of the lateral. All maintenance and cleaning shall be the responsibility of the property owner's association or owner.
        1. *Staff have no concerns about the utility design at this time.*

2. *The Sanitary Sewer model performed by SEH indicates that the current sewer system can accommodate the flow from the planned development. The model indicates the pipe will operate near its recommended capacity limit during wet weather conditions.*
3. *A provision has been added to the development agreement to allow the City to upsize the utilities for potential future development in the area.*
4. *Staff have requested a sewer and water connection point at the intersection of Greenwood Street and Voyageur Drive, which will be required in the final utility plans.*

i. Roadways, Private Design - Private roadways within the project shall have an improved surface to 28 feet or more in width and shall be so designed as to permit the City fire trucks to provide protection to each building.
   i. *The applicant proposes to create a public street between the two apartment complexes.*
   ii. *The Fire Department has reviewed the site plan and has no concerns about access.*

j. Parking - No portion of the required private road system may be used in calculating required off-street parking space or be used for parking.
   i. *The proposed planned unit development does not have a private road.*
   ii. *The proposed PUD Overlay district regulations propose no parking minimums for this development as the applicant has adequately addressed off-street parking in the plans.*
   iii. *This development is subject to parking maximums which the proposed site plan does not exceed.*

k. Landscaping - In any Planned Unit Development (PUD), landscaping shall be provided according to a plan approved by the City Council, which shall include a detailed planting list with sizes and species indicated as part of the final plan. In assessing the landscaping plan, the City Council shall consider the natural features of the particular site, the architectural characteristics of the proposed structures and the overall scheme of the Planned Unit Development plan.
   i. *A detailed landscape plan was submitted with the original site layout. The landscape plan has been designed to enhance the structures and parking facilities.*
   ii. *A revised landscape plan will be provided for the PUD Final Plan submittal.*
   iii. *Significant natural buffers will be maintained that will help screen the development from surrounding areas and roadways.*

l. Public services - The proposed project shall be served by the City water and sewer system, and fire hydrants shall be installed at such locations as necessary to provide fire protection.
   i. *The development will be served by City sewer and water, and there are no concerns over placement of the fire hydrants at this time.*

m. Refuse - Provision for trash pick-up shall be provided according to a plan approved by the City Council.
   i. *Per City Code, refuse must be collected at a minimum of a weekly basis.*

n. Best Management Practices - All Planned Unit Developments shall incorporate Best Management Practices for stormwater management as defined by Chapter 7 of the City Code, subject to review and approval of the Zoning Administrator, Planning Commission and City Council.
    i. *Upon review of the EAW it was determined that the proposed project is located in the Drinking Water Supply Management Area (DWSMA) and is in a High Vulnerability Surface Water Contribution Area.*
    ii. *According to Section 725 Stormwater Management of the City Code, stormwater infiltration is prohibited within a DWSMA classified as high or very high vulnerability unless the permittee performs or approves a higher level of engineering review sufficient to provide a functioning treatment system and to prevent adverse impacts to groundwater.*
    iii. *The revised design places the infiltration basin outside of the high vulnerability zone.*
    iv. *The development agreement states that all improvements and final designs must adhere to City Code and must be approved by the City prior to issuance of the building permit.*
    v. *The developer must perform one of the above options prior to approval of the building permit.*
o. Sidewalks and Trails - Except as otherwise determined by the City Council, concrete sidewalks not less than five (5) feet in width and/or bituminous trails not less than eight (8) feet in width shall be provided.
    i. *The applicant proposes a sidewalk on the south side of Voyageur Drive.*
    ii. *Upon final approval and commencement of the project, the City should consider a future trail that would connect this development to Buffalo Hills Park and the existing City trail system.*

FINDINGS OF FACT – FINAL PLAT

1. That the proposed subdivision is consistent with adopted applicable general and specific comprehensive plans of the City.
    a. *The applicant proposes to rezone the property from Rural Living 1 (RL-1) to a PUD Overlay District.*
        i. *Section 515-2-21 states the Purpose and Intent of the Planned Unit Development Overlay District is to provide for the integration and coordination of land parcels as well as the combination of various types of residential, commercial, and industrial uses.*
        ii. *The applicant proposes the construction of 176 apartment units with future commercial uses fronting Business 371.*
        iii. *The future land use map designates this area for Mixed Residential/ Commercial.*
2. The proposed subdivision is consistent with the Comprehensive Plan.
    a. HOUSING GOAL 1 - Provide a diverse mix of housing choices for all stages of life, income ranges, and ownership/rental preferences.

i. Policy 2 - Expand home ownership and rental opportunities through rehabilitation and new construction.
ii. Policy 5 - Ensure an adequate supply of quality and affordable housing units for current and future residents.

3. That the physical characteristics of this site, including but not limited to topography, percolation rate, soil conditions, susceptibility to erosion and siltation, susceptibility to flooding, water storage, drainage and retention, are such that the site are suitable for the type of development, design, or use contemplated.
    a. *The site does not have topographical challenges.*
    b. *The developer has spoken with the City Engineer and regulatory authority about utility construction through the wetland and there are no concerns at this time.*
    c. *Upon preliminary review the City Engineer has no concerns about the proposed infiltration basin.*
4. That the site is physically suitable for the proposed density of development.
    a. The density for Lot 1 Block 1 is 13.44 dwelling units per acre
    b. The density for Lot 1 Block 2 is 16.27 dwelling units per acre
        i. *The CN-2 District, which is the base zoning district for the proposed PUD overlay, allows for a maximum of 12 dwelling units per acre.*
        ii. *The proposed PUD Overlay district does not have a maximum dwelling unit per acre requirement and density will be reviewed on a case-by-case basis for each phase proposed by the developer.*
        iii. *This area is currently underdeveloped with access to Greenwood Street that leads to Business 371 and Buffalo Hills Lane East. City staff have no concerns regarding traffic at this time.*
        iv. *The site plan is designed appropriately for the four apartment buildings, garages, off-street parking, and community open space.*
5. That the design of the subdivision or the proposed improvements are not likely to cause environmental damage.
    a. *Improvements will not cause environmental damage to the surrounding neighborhood. The development agreement would ensure that all stormwater is properly managed on site according to City Code requirements.*
    b. *A thorough environmental review has been conducted through the EAW report and findings.*
6. That the design of the subdivision or the type of improvements, is not likely to cause public health problems.
    a. *The improvements will not cause any public health problems.*
7. That the design of the subdivision or the type of improvements will not conflict with easements of record or with easements established by judgment of a court.
    a. *Utility easements will remain and future easements are depicted on the preliminary plat.*
8. That the proposed subdivision, its site, or its design does not adversely affect the flood carrying capacity of the floodway increases flood stages and velocities or increases flood hazards within the floodway fringe or within other areas of the City.
    a. *The proposed site will not increase flood hazards and is not located in a floodway or flood fringe.*

9. The proposed subdivision is consistent with the policies and standards of the State defined shoreland, floodplain, and wetland regulations.
    a. *The proposed plat is outside of the shoreland district and floodplain.*
10. The City Council deems the subdivision is not premature.
    a. *The proposed subdivision is located along current infrastructure.*
    b. *Utilities will need to be constructed to serve the proposed development but are in close proximity to the site.*
11. A subdivision shall be consistent with the following plans:
    a. Brainerd Comprehensive Plan.
    b. Brainerd Sanitary Sewer Plan/Engineering Specifications.
    c. Brainerd Water Plan/Engineering Specifications.
    d. Stormwater Management Plan.
    e. Comprehensive Trail Plan.
    f. Capital Improvement Plan.
        i. *A full list of the requirements in the capital improvement plan can be found in Section 500-2-5.11.f*
        ii. *The Engineering Department and Community Development Department have no concerns with the above plans.*

As of this writing, the Community Development Department has received one call regarding the proposed project. The residents were concerned about losing their view of the forest across from Woodland Hills Lane if this property is developed.

A member of the public spoke at the original public hearing and had concerns about increasing density along Greenwood Street, specifically regarding vehicle and pedestrian travel.

STAFF RECOMMENDATION

Staff recommend approval of the PUD Development Stage Plan and Preliminary Plat.

Note: The City Council cannot make a final determination for the development prior to the completion of the EAW. All statutory requirements to provide an answer to the developer are paused until the completion of the EAW.

Community Development Department
City Hall – 501 Laurel Street Brainerd, MN 56401
218-828-2307 building@ci.brainerd.mn.us
www.ci.brainerd.mn.us

PRELIMINARY PLAT/FINAL PLAT/P.U.D APPLICATION

[X] **PRELIMINARY PLAT ($500.00 + $30.00/lot residential + $1,000.00 escrow deposit)**
($600.00 + $50.00/lot commercial + $1,000.00 escrow deposit)

[ ] **FINAL PLAT (fee included with Preliminary Plat)**

[X] **PLANNED UNIT DEVELOPMENT ($1,000 + $2,000 escrow deposit/residential)**
Development Stage PUD **($1,500 + $2,000 escrow deposit/commercial)**

PROPERTY ADDRESS: TBD Greenwood Street

LEGAL DESCRIPTION: Lot(s): _____ Block: _____ Addition: _____
(attach description if lengthy) PID#'s: 41020691 and 41020682

Property Owner Name: Lively Auto Company

Street Address: 512 Laurel Street **City:** Brainerd **State:** MN **Zip Code:** 56401

Phone Number: _____ **Fax:** _____ **E-mail:** rboe@larkinhoffman.com

Applicant Name: (if different than Property Owner) Kuepers Inc.

Street Address: 17018 Commercial Park Rd. **City:** Brainerd **State:** MN **Zip Code:** 56401

Phone Number: 218-829-0707 **Fax:** 218-829-0383 **E-Mail:** stevek@kuepers.com

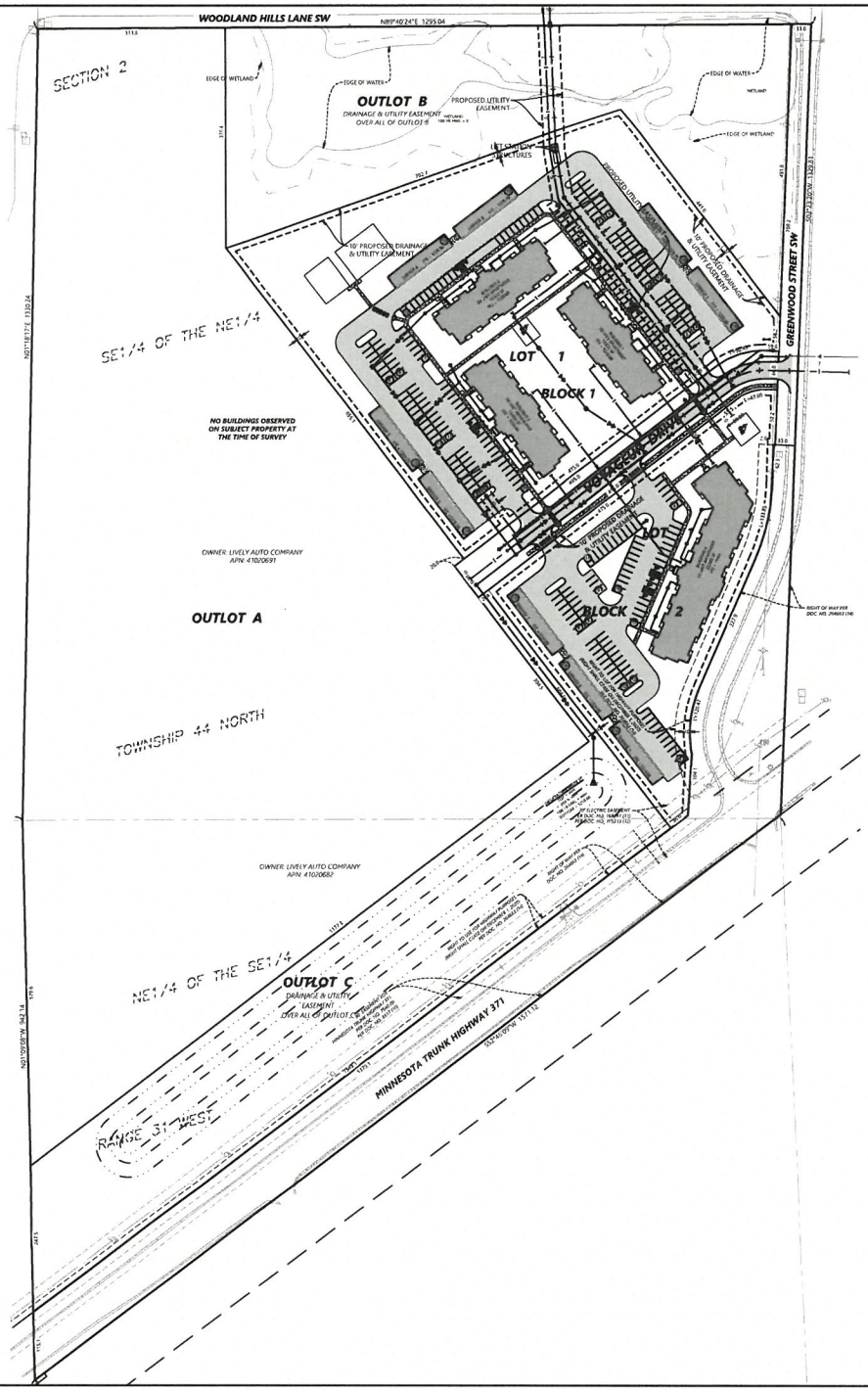
Description of Request: Development Stage PUD and Preliminary Plat Application for Voyageur Heights Apartments revised site design.

Henry Charles Mills IV — 11/23/2025
Property Owner Signature **Date**

Henry Charles Mills IV
(Please print name)

Applicant Signature **Date**

Steve Kuepers
(Please print name)



Call 48 Hours before digging
811 or call811.com
Common Ground Alliance

SITE LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		LOT LINE
		SETBACK LINE
		EASEMENT LINE
		CURB AND GUTTER
		TIP-OUT CURB AND GUTTER
		POND NORMAL WATER LEVEL
		RETAINING WALL
		FENCE
		CONCRETE PAVEMENT
		CONCRETE SIDEWALK
		HEAVY DUTY BITUMINOUS PAVEMENT
		NORMAL DUTY BITUMINOUS PAVEMENT
		NUMBER OF PARKING STALLS
		TRANSFORMER
		SITE LIGHTING
		TRAFFIC SIGN
		POWER POLE
		BOLLARD / POST

PROPERTY DESCRIPTION

The following information was provided in First American National Title Insurance Company File Number 1675592 which has an commitment date of 6/5/2025

The Land referred to herein below is situated in the County of Crow Wing, State of Minnesota, and is described as follows:

The Southeast Quarter of the Northeast Quarter (SE1/4 NE1/4) and that part of the Northeast Quarter of the Southeast Quarter (NE1/4 SE1/4) North and West of the right-of-way of the Northern Pacific Railway Company, of Section Two (2), of Township Forty-four (44) North, of Range Thirty-one (31) West, Crow Wing County, Minnesota

NOTE: This property is Torrens, Torrens Certificate No. 112323.

***SURVEYORS NOTE**

MINNESOTA TRUNK HIGHWAY 371 IS NOT EXCEPTED IN THE ABOVE LEGAL DESCRIPTION AND IS SHOWN THIS WAY ON THE SURVEY. HOWEVER IT APPEARS HIGHWAY RIGHT OF WAY HAS BEEN TAKEN IN FEE PER DOCUMENT NO. 294663. ADDITIONAL TITLE REVIEW MAY BE NECESSARY FOR CLARIFICATION ON THIS MATTER.

GENERAL NOTES

1. *Bearings of property lines shown hereon are based on the Crow Wing County coordinate system, (NAD 83 -2011 Central Adjustment).*
2. *Lengths of lines and distances between features are measured in US Survey Feet*
3. *Elevations and ground contours shown hereon are relative to the NAVD88*

LOT AREA CHART

LEGAL DESCRIPTION	LOT AREA (ACRE)
LOT 1 - BLOCK 1	9.48 AC.
LOT 1 - BLOCK 2	3.91 Ac.
OUTLOT A	23.73 AC.
OUTLOT B	1.90 AC.
OUTLOT C	3.37 Ac.
VOYAGEUR DRIVE	0.91 AC.
R/W DEDICATION	3.13 AC.
TOTAL	54.85 AC.

DEVELOPER:
Kuepers, Inc.
Brainerd, MN

SURVEYOR/ENGINEER
Westwood Professional Services, Inc.
12701 Whitewater Drive, Suite #100
Minnetonka, MN 55343

1" = 80'
0' 80' 160' 240'

NO.	DATE	DESCRIPTION	BY
1	08/29/25	PRELIMINARY PLAT	
2	10/01/25	ADD PLANS	
3	10/15/25	ADDED ADDITIONAL EASEMENTS	
4	10/20/25	ADD R & U TO DISTRICT B & C	
5	11/04/25	UPDATED PER MNDOT COMMENTS	

SIGNATURE
DESIGNED
DRAWN
HORIZONTAL SCALE
VERTICAL SCALE

PREPARED FOR:
KUEPERS, INC
17018 COMMERCIAL PARK RD
BRAINERD, MN

I HEREBY CERTIFY THAT I PREPARED OR WAS DIRECTLY SUPERVISED THIS SURVEY PLAN AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE _____
PRINT NAME _____
DATE _____ LICENSE NO. _____

KUEPERS BRAINERD - VOYAGEUR HEIGHTS
BRAINERD, MN

Westwood
Phone 952.937.5150
Toll Free 888.937.5150
3535 Vadnais Center Drive, Suite #100
Vadnais Heights, MN 55110
Westwood Professional Services, Inc.

PRELIMINARY PLAT

SHEET NUMBER:
C102

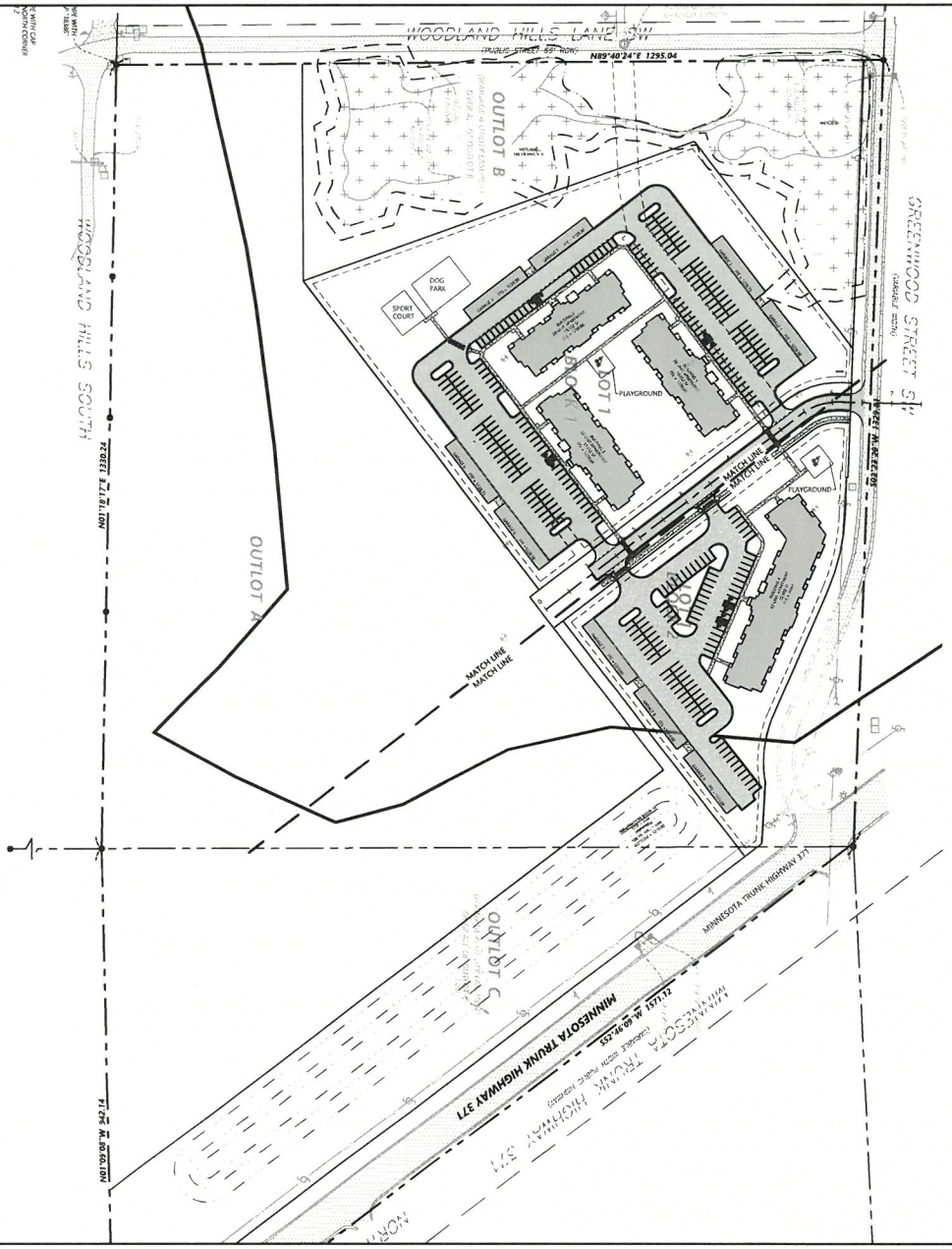
DATE: 8/29/2025

PROJECT NUMBER: 0068943

KUEPERS BRAINERD - VOYAGEUR HEIGHTS

© 2025 Westwood Professional Services, Inc.

N:\0068943.000\DWG\CIVIL\0068943PP01.DWG



SITE LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		LOT LINE
		SETBACK LINE
		EASEMENT LINE
		CURB AND GUTTER
		TIP-OUT CURB AND GUTTER
		POND NORMAL WATER LEVEL
		RETAINING WALL
		FENCE
		CONCRETE PAVEMENT
		CONCRETE SIDEWALK
		HEAVY DUTY BITUMINOUS PAVEMENT
		NORMAL DUTY BITUMINOUS PAVEMENT
		WETLAND
		NUMBER OF PARKING STALLS
		TRANSFORMER
		SITE LIGHTING
		TRAFFIC SIGN
		POWER POLE
		BOLLARD / POST

Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

SITE DEVELOPMENT SUMMARY

• EXISTING ZONING:	RL-1, RURAL LIVING	
• PROPOSED ZONING:	CN-2 WITH PUD OVERLAY	
• PARCEL DESCRIPTION:	PORTION OF 41020691 & 41020682	
• PROPERTY DEVELOPMENT AREA:	837,842.39 SF (19.23 AC)	
DEVELOPMENT AREA INCLUDES THE FOLLOWING (SEE PRELIMINARY PLAT FOR LOT AREA DATA)		
LOT 1 - BLOCK 1	369,549.71 SF (8.48 AC)	
LOT 1 - BLOCK 2	165,929.23 SF (3.81 AC)	
OUTLOT C	260,122.38 SF (5.97 AC)	
VOYAGEUR DRIVE	42,241.07 SF (0.97 AC)	
• EXISTING IMPERVIOUS SURFACE:	0 SF (0.00%)	
• PROPOSED IMPERVIOUS SURFACE:	294,319 SF (35.1%)	
• BUILDING GROSS SIZE:	62,958 SF	(COMBINED)
	13,652 SF	(INDIVIDUAL 38 UNIT BUILDING)
	22,002 SF	(62 UNIT BUILDING)
• FLOOR-AREA-RATIO(FAR)	0.07	(COMBINED)
	0.015	(INDIVIDUAL 38 UNIT BUILDING)
	0.024	(62 UNIT BUILDING)
• PARKING PROVIDED:	390	
SURFACE	300	
GARAGE	90	

GENERAL SITE NOTES

1. BACKGROUND INFORMATION FOR THIS PROJECT PROVIDED BY WESTWOOD PROFESSIONAL SERVICES, MINNETONKA, MN, JUNE 2025.
2. LOCATIONS AND ELEVATIONS OF EXISTING TOPOGRAPHY AND UTILITIES AS SHOWN ON THIS PLAN ARE APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY SITE CONDITIONS AND UTILITY LOCATIONS PRIOR TO EXCAVATION/CONSTRUCTION. IF ANY DISCREPANCIES ARE FOUND, THE ENGINEER SHOULD BE NOTIFIED IMMEDIATELY.
3. REFER TO BOUNDARY SURVEY FOR LOT BEARINGS, DIMENSIONS AND AREAS.
4. ALL DIMENSIONS ARE TO FACE OF CURB OR EXTERIOR FACE OF BUILDING UNLESS OTHERWISE NOTED.
5. REFER TO ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS AND LOCATIONS OF EXITS, RAMPS, AND TRUCK DOCKS.
6. ALL CURB RADII ARE SHALL BE 3.0 FEET (TO FACE OF CURB) UNLESS OTHERWISE NOTED.
7. ALL CURB AND GUTTER SHALL BE B612 UNLESS OTHERWISE NOTED.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGGERS AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE CITY AND ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS.
9. BITUMINOUS PAVEMENT AND CONCRETE SECTIONS TO BE IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER.
10. CONTRACTOR SHALL MAINTAIN FULL ACCESS TO ADJACENT PROPERTIES DURING CONSTRUCTION AND TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES.
11. SITE LIGHTING SHOWN ON PLAN IS FOR REFERENCE ONLY. REFER TO LIGHTING PLAN PREPARED BY OTHERS FOR SITE LIGHTING DETAILS AND PHOTOMETRICS.

1" = 100'
0' 100' 200' 300'

CONSTRUCTION DOCUMENTS

DESIGNED
CHECKED
DRAWN
HORIZONTAL SCALE: 1"=100'
VERTICAL SCALE: 1"=10'

INITIAL ISSUE: 8/29/2025
REVISIONS:
10/29/2025 PUD PLANS
11/14/2025 CITY SUBMITTAL

PREPARED FOR:
KUEPERS, INC
17016 COMMERCIAL PARK RD
BRAINERD, MN

I HEREBY CERTIFY THAT THIS PLAN, WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DAVID BADE
8/29/2025 LICENSE NO. 40409

KUEPERS BRAINERD - VOYAGEUR HEIGHTS
BRAINERD, MN

Westwood
Westwood Professional Services, Inc
12701 Whitewater Drive, Suite #300
Minnetonka, MN 55343
(952) 937-5150
www.westwoodps.com

SITE PLAN

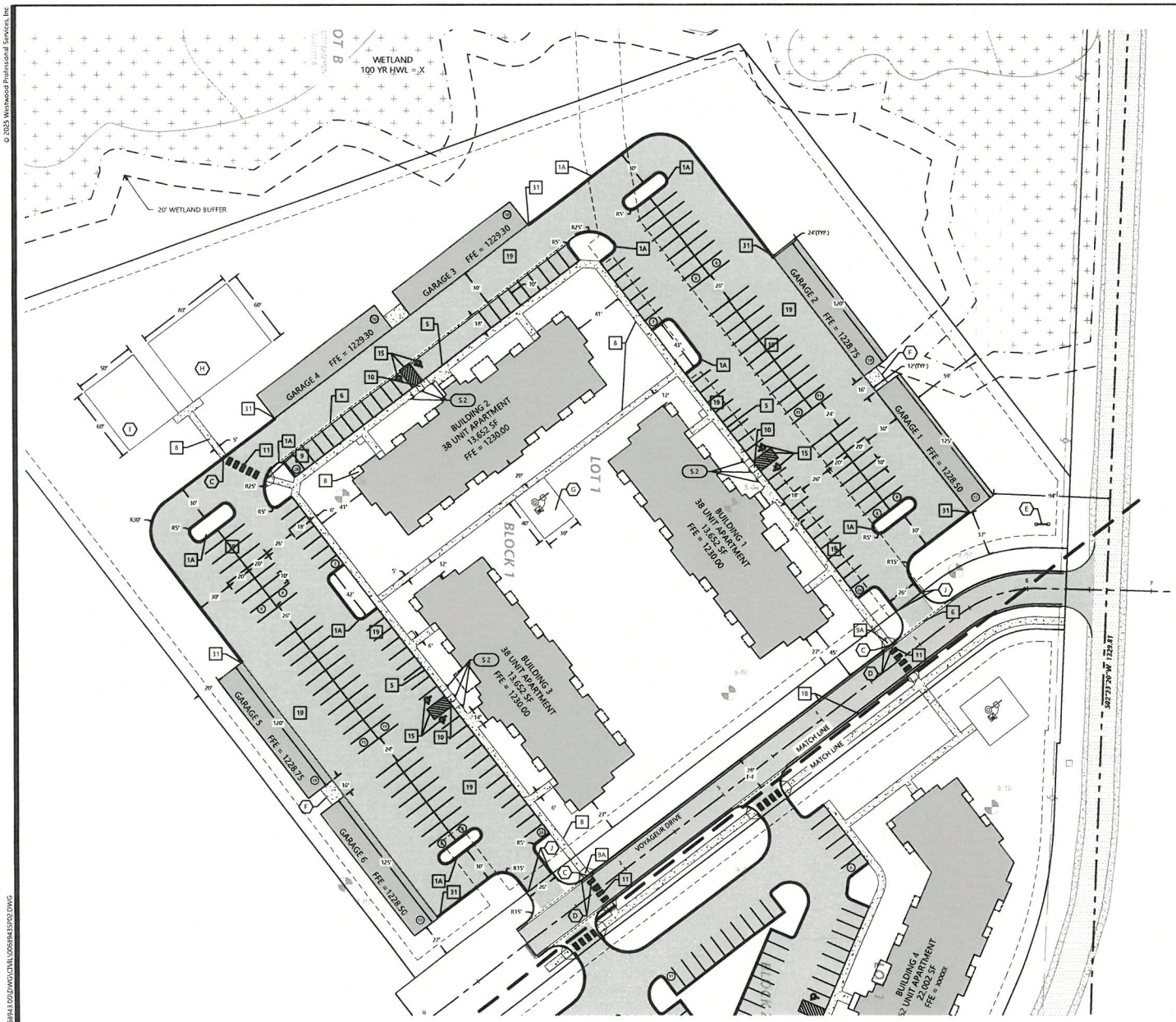
SHEET NUMBER:
C200

DATE: 8/29/2025
PROJECT NUMBER: 0068943

KUEPERS BRAINERD - VOYAGEUR HEIGHTS

© 2025 Westwood Professional Services, Inc.

N:\0068943\01\DWG\CIVIL\0068943SP01.DWG



Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

SITE LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		LOT LINE
		SETBACK LINE
		EASEMENT LINE
		CURB AND GUTTER
		TIP-OUT CURB AND GUTTER
		POND NORMAL WATER LEVEL
		RETAINING WALL
		FENCE
		CONCRETE PAVEMENT
		CONCRETE SIDEWALK
		HEAVY DUTY BITUMINOUS PAVEMENT
		NORMAL DUTY BITUMINOUS PAVEMENT
		WETLAND
		NUMBER OF PARKING STALLS
		TRANSFORMER
		SITE LIGHTING
		TRAFFIC SIGN
		POWER POLE
		BOLLARD / POST

GENERAL SITE NOTES

1. SEE SHEET C200 FOR GENERAL SITE NOTES

1 SITE DETAILS (SI-0XX)

1A	B612 CURB AND GUTTER
1B	B618 CURB AND GUTTER
5	INTEGRAL CURB AND WALK
6	CONCRETE CROSS GUTTER
8	PRIVATE CONCRETE SIDEWALK
9	PRIVATE PEDESTRIAN CURB RAMP
9A	PUBLIC PEDESTRIAN CURB RAMP (SEE MNDOT DETAILS)
10	PRIVATE PARALLEL PEDESTRIAN CURB RAMP
11	CROSS WALK STRIPING
14	SIGN INSTALLATION
15	HANDICAP ACCESSIBLE SIGNAGE AND STRIPING
19	PAVEMENT SECTIONS
31	BEAVERTAIL CURB

S.1/0 SIGN LEGEND

REFERENCE			SIZE
S.1	STOP SIGN	R1-1	30" X 30"
S.2	HANDICAP ACCESSIBLE	R7-8M	12" X 18"

A SITE KEYNOTES

A	MATCH EXISTING PAVEMENT
B	MATCH EXISTING CONCRETE PAVEMENT WITH SAWCUT
C	FLUSH CURB
D	TRANSITION CURB
E	MONUMENT SIGN (SEE ARCH PLANS)
F	CONCRETE PAD FOR TRASH
G	PLAY AREA BY OTHERS (SEE ARCH PLANS)
H	DOG PARK AREA BY OTHERS (SEE ARCH PLANS)
I	SPORT COURT BY OTHERS (SEE ARCH PLANS)
J	CURB TRANSITION FROM B618 TO B612

1" = 40'
0' 40' 80' 120'

CONSTRUCTION DOCUMENTS

INITIAL ISSUE:	8/29/2025
REVISIONS	
1	10/09/2025 PUD PLANS
2	11/14/2025 CITY SUBMITTAL

DESIGNED
CHECKED
DRAWN
HORIZONTAL SCALE: 40'
VERTICAL SCALE: 8' = 1"

PREPARED FOR:
KUEPERS, INC
17018 COMMERCIAL PARK RD
BRAINERD, MN

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DAVID BADE 8/29/2025 LICENSE NO. 40409

KUEPERS BRAINERD - VOYAGEUR HEIGHTS
BRAINERD, MN

Westwood
Phone 952.937.5150
Fax 888.937.5150
12701 Whitewater Drive, Suite #200
Minnetonka, MN, 55343
www.westwoodps.com
Westwood Professional Services, Inc

SITE PLAN - NORTH

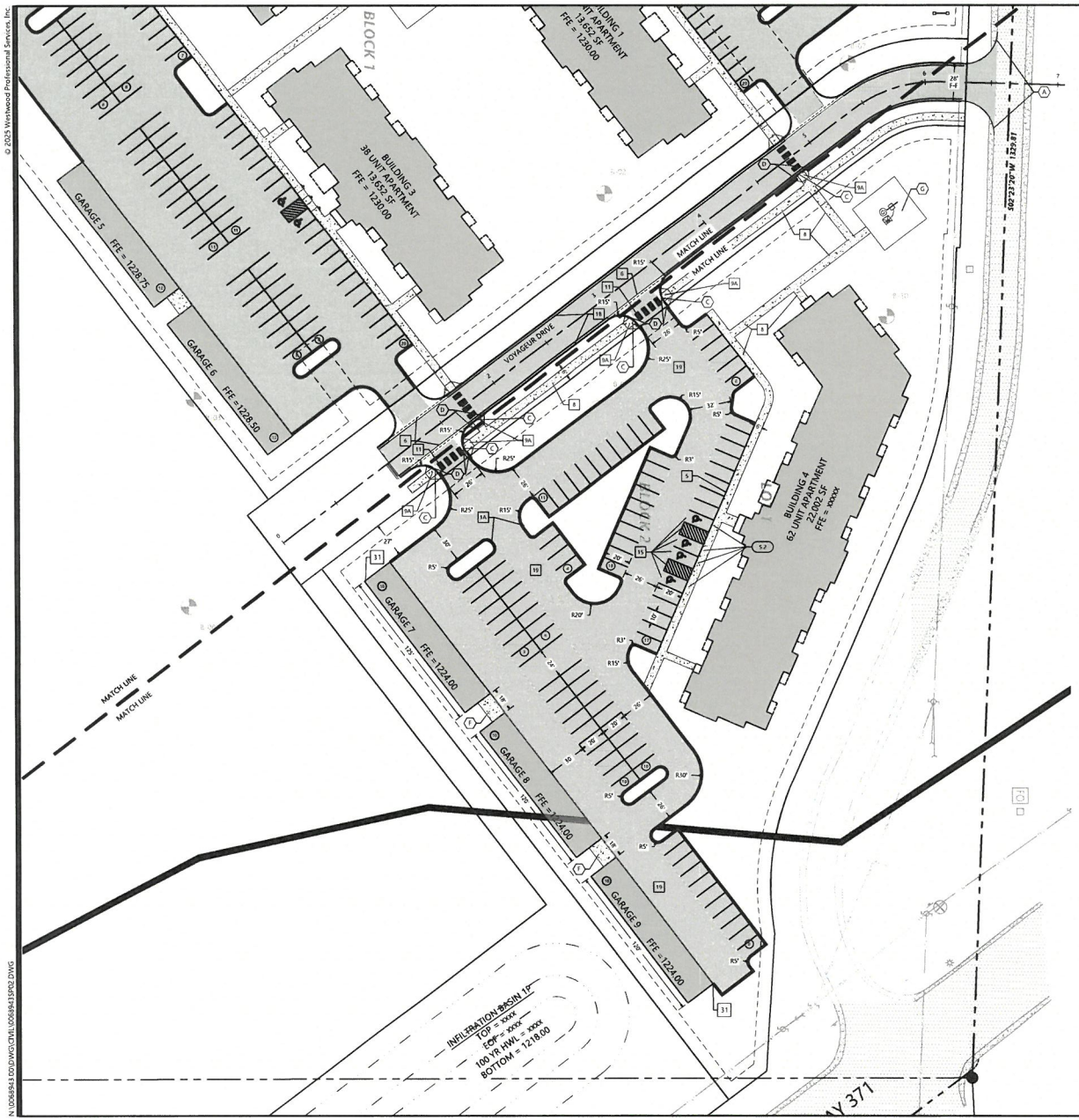
SHEET NUMBER:
C201

DATE: 8/29/2025
PROJECT NUMBER: 0068943

KUEPERS BRAINERD - VOYAGEUR HEIGHTS

© 2025 Westwood Professional Services, Inc

N:\0068943.00\DWG\CIVIL\0068943SP02.DWG



Call 48 Hours before digging:
811 or call811.com
Gopher State One Call

SITE LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		LOT LINE
		SETBACK LINE
		EASEMENT LINE
		CURB AND GUTTER
		TIP-OUT CURB AND GUTTER
		POND NORMAL WATER LEVEL
		RETAINING WALL
		FENCE
		CONCRETE PAVEMENT
		CONCRETE SIDEWALK
		HEAVY DUTY BITUMINOUS PAVEMENT
		NORMAL DUTY BITUMINOUS PAVEMENT
		NUMBER OF PARKING STALLS
		TRANSFORMER
		SITE LIGHTING
		TRAFFIC SIGN
		POWER POLE
		BOLLARD / POST

GENERAL SITE NOTES

1. SEE SHEET C200 FOR GENERAL SITE NOTES

1 SITE DETAILS (SI-0XX)

1A	8612 CURB AND GUTTER
1B	8618 CURB AND GUTTER
5	INTEGRAL CURB AND WALK
6	CONCRETE CROSS GUTTER
8	PRIVATE CONCRETE SIDEWALK
9	PRIVATE PEDESTRIAN CURB RAMP
9A	PUBLIC PEDESTRIAN CURB RAMP (SEE MNDOT DETAILS)
10	PRIVATE PARALLEL PEDESTRIAN CURB RAMP
11	CROSS WALK STRIPING
14	SIGN INSTALLATION
15	HANDICAP ACCESSIBLE SIGNAGE AND STRIPING
19	PAVEMENT SECTIONS
31	BEAVERTAIL CURB

S.1B SIGN LEGEND

REFERENCE		SIZE	MnDOT DESIGNATION
S.1 STOP SIGN	R1-1	30" X 30"	
S.2 HANDICAP ACCESSIBLE	R7-8M	12" X 18"	

A SITE KEYNOTES

A	MATCH EXISTING PAVEMENT
B	MATCH EXISTING CONCRETE PAVEMENT WITH SAWCUT
C	FLUSH CURB
D	TRANSITION CURB
E	MONUMENT SIGN (SEE ARCH PLANS)
F	CONCRETE PAD FOR TRASH
G	PLAY AREA BY OTHERS (SEE ARCH PLANS)
H	DOG PARK AREA BY OTHERS (SEE ARCH PLANS)

1" = 40'
0' 40' 80' 120'

CONSTRUCTION DOCUMENTS

© 2025 Westwood Professional Services, Inc.

N:\0068943\10\DWG\CIVIL\0068943SP02.DWG

INITIAL ISSUE: 8/29/2025
REVISIONS:
1 10/09/2025 PUD PLANS
2 11/14/2025 CITY SUBMITTAL
3
4
5
DESIGNED
CHECKED
DRAWN
HORIZONTAL SCALE: 40'
VERTICAL SCALE: 8' or 4'

PREPARED FOR:
KUEPERS, INC
17016 COMMERCIAL PARK RD
BRAINERD, MN

I HEREBY CERTIFY THAT THIS PLAN, WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DAVID BADE 8/29/2025 LICENSE NO. 40409

KUEPERS BRAINERD - VOYAGEUR HEIGHTS
BRAINERD, MN

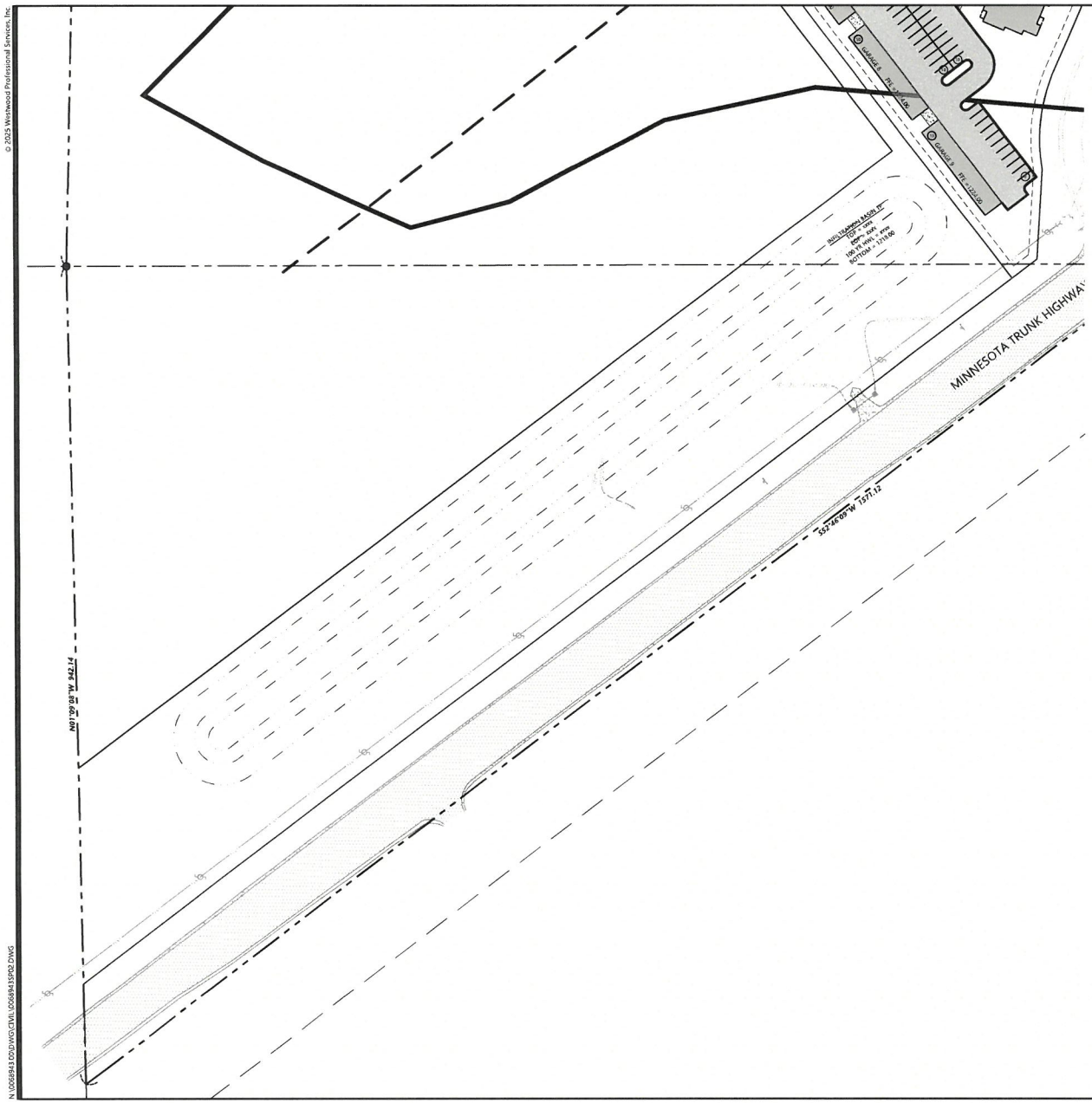
Westwood
Phone: (952) 937-5150 | (888) 937-5150
12701 Whitewater Drive, Suite #300, Minnetonka, MN 55343
westwoodps.com
Westwood Professional Services, Inc.

SITE PLAN - SOUTH

SHEET NUMBER
C202

DATE: 8/29/2025
PROJECT NUMBER: 0068943

KUEPERS BRAINERD - VOYAGEUR HEIGHTS



Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

SITE LEGEND

EXISTING	PROPOSED	
		PROPERTY LINE
		LOT LINE
		SETBACK LINE
		EASEMENT LINE
		CURB AND GUTTER
		TIP-OUT CURB AND GUTTER
		POND NORMAL WATER LEVEL
		RETAINING WALL
		FENCE
		CONCRETE PAVEMENT
		CONCRETE SIDEWALK
		HEAVY DUTY BITUMINOUS PAVEMENT
		NORMAL DUTY BITUMINOUS PAVEMENT
		NUMBER OF PARKING STALLS
		TRANSFORMER
		SITE LIGHTING
		TRAFFIC SIGN
		POWER POLE
		BOLLARD / POST

GENERAL SITE NOTES

1. SEE SHEET C200 FOR GENERAL SITE NOTES

SITE DETAILS (SI-0XX)

1A	B612 CURB AND GUTTER
1B	B618 CURB AND GUTTER
5	INTEGRAL CURB AND WALK
6	CONCRETE CROSS GUTTER
8	PRIVATE CONCRETE SIDEWALK
9	PRIVATE PEDESTRIAN CURB RAMP
9A	PUBLIC PEDESTRIAN CURB RAMP (SEE MNDOT DETAILS)
10	PRIVATE PARALLEL PEDESTRIAN CURB RAMP
11	CROSS WALK STRIPING
14	SIGN INSTALLATION
15	HANDICAP ACCESSIBLE SIGNAGE AND STRIPING
19	PAVEMENT SECTIONS
31	BEAVERTAIL CURB

SIGN LEGEND

REFERENCE		SIZE	MnDOT DESIGNATION
STOP SIGN	R1-1	30" X 30"	
HANDICAP ACCESSIBLE	R7-8M	12" X 18"	
S.10 INFILTRATION AREA - KEEP OFF	--	12" X 18"	

S.1
S.2

SITE KEYNOTES

A	MATCH EXISTING PAVEMENT
B	MATCH EXISTING CONCRETE PAVEMENT WITH SAWCUT
C	FLUSH CURB
D	(A) TRANSITION CURB
E	MONUMENT SIGN (SEE ARCH PLANS)
F	CONCRETE PAD FOR TRASH
G	PLAY AREA BY OTHERS (SEE ARCH PLANS)
H	DOG PARK AREA BY OTHERS (SEE ARCH PLANS)

1" = 60'
0' 60' 120' 180'

CONSTRUCTION DOCUMENTS

INITIAL ISSUE: 8/29/2025
REVISIONS:
1 10/09/2025 PUD PLANS
2 11/14/2025 CITY SUBMITTAL
3
4
5

DESIGNED
CHECKED
DRAWN
HORIZONTAL SCALE: 60'
VERTICAL SCALE: 0' 6'

PREPARED FOR:
KUEPERS, INC
17018 COMMERCIAL PARK RD
BRAINERD, MN

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DAVID BADE 8/29/2025 LICENSE NO. 40409

KUEPERS BRAINERD - VOYAGEUR HEIGHTS
BRAINERD, MN

Westwood
Phone 952.937.5150
Toll Free 800.992.4444
Fax 952.937.5822
Minneapolis, MN 55343
westwoodps.com
Westwood Professional Services, Inc.

SITE PLAN - OUTLOT C

SHEET NUMBER:
C203

DATE: 8/29/2025
PROJECT NUMBER: 0068943

KUEPERS BRAINERD - VOYAGEUR HEIGHTS

© 2025 Westwood Professional Services, Inc.

N:\0068943\00\DWG\CIVIL\0068943SP02.DWG



Voyageur Heights Apartments | Renderings

BRAINERD, MN | 11.25.2025 | #XX-XXXX

KUEPERS INC
ARCHITECTS & BUILDERS









Voyageur Heights Apartments | Renderings

BRAINERD, MN | 11.25.2025 | #XX-XXXX

KUEPERS INC
ARCHITECTS & BUILDERS

O R D I N A N C E
NO. 15XX

AN ORDINANCE AMENDING SECTION 515-2-21 PUD AND THE ZONING MAP OF THE CITY OF BRAINERD

WHEREAS, a public hearing was held by the Planning Commission as required by the Zoning Code, on September 17th, 2025

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Brainerd, Minnesota, as follows:

SECTION ONE: Section 515-2-21.D of the Zoning Code is hereby amended by adding the following underlined language:

3. Voyageur Heights - Planned Unit Development (VH-PUD). The purpose of the VH-PUD is to allow for the development and redevelopment of the property with a mix of uses and dimensional standards. The following standards are established.

a. The standards and uses contained within the Contemporary Neighborhood-2 (CN-2) Base Zoning District shall govern the VH-PUD district, with the modifications as noted in Table 515-2-21.3
b. Additions to existing structures are permitted provided it meets the CN-2 Zoning District Dimensional Standards of Table 515-2-7.1 and all other requirements in the Zoning Code.
c. Development Standards. All approved Final PUD Plans shall govern the development of the property and shall be kept on file with the City Zoning Administrator.

Proposed Table 515-2-21.3 VH-PUD Dimensional and Use Standards - Density, Lot Size, Coverage and Height Standards.

Lot Dimensions		
	Lot Size Density (minimum)	None 4+ DU/Acre
	Lot Width	None
Principal Building, Attached Accessory Building, and Detached Accessory Building Standards		
	Front Yard Setback (minimum)	20'
	Rear Yard Setback (minimum)	20'
	Location, detached	Must meet Principal Structure setbacks, may be located in any Yard
	Total Number of Permitted Accessory Buildings	3 per Primary Structure
Coverage and Height Standards		
	Impervious Surface Coverage (maximum)	75%
	Principal structure height (maximum)	45'
Other Standards		

	Driveway	Width at ROW maximum is 36'
	Parking (minimum)	none
	Shrub Planting (minimum)	Four (4) shrubs or perennials shall be planted per first floor dwelling unit
	Landscape Islands (minimum)	One (1) island per thirty (30) continuous rows of internal parking spaces
	Commercial and Industrial Use Design Construction Standards	Facades facing a public street shall not exceed twenty-five (25) percent metal unless allowed upon approval of a Conditional Use Permit. Side and Rear Facades may be one-hundred (100) percent metal and may have exposed fasteners.
Uses Permitted		
	Appendix A: Table of Uses, CN-2 District	All permitted, conditional and interim uses
	Multifamily attached dwelling units (5+ units)	P
	Car Wash Accessory to Motor Vehicle Fuel Sales	C
	Commercial/Retail Establishments	C
	Contractor Offices	C
	Motor Vehicle Fuel Sales	C
	Office Businesses	C
	Light Manufacturing	C
	Warehouse, distribution facilities and wholesale business	C

SECTION TWO: The Zoning Map of the City of Brainerd is hereby amended by changing the zoning designation of the property below from a RL-1 (Rural Living 1) District to Voyager Heights – Planned Unit Development (VH-PUD) Planned Unit Development Overlay District:

PIN 41020691 and 41020682
SE1/4 of NE1/4 2 44 31
AND
PT OF NE1/4 OF SE1/4 LYING N & W OF C/L OF BUSINESS HWY 371

SECTION THREE: This ordinance shall take effect and be in full force one week from and after its publication.

Adopted this _____day of _____, 2025

_____
MIKE O'DAY
President of the Council

Approved this _____day of _____, 2025

_____
DAVE BADEAUX
Mayor

ATTEST: _____
NICHOLAS W. BROYLES
City Administrator

Published: One Time – _____

From: James Kramvik
Cc: Nick Broyles; Stephanie Bestul; Toni Gage; Joseph J. Langel
Subject: Kuepers Tree Removal Plan
Date: Monday, January 5, 2026 1:26:22 PM
Attachments: image001.png
2025-12-31 - Tree Removal Exhibit - Dims_print.pdf

Hi All,

I have bcc'd all City Council members to this e-mail. I have received an updated tree removal plan from Kuepers and have attached it as a PDF document. This will be presented at the next Planning Commission meeting. Most trees will be removed along B371 to accommodate the stormwater infiltration pond. According to the plans, a 375' to 600' tree buffer will remain on the West side of the property for this phase. The tree removal plan does not bind the property owner as owners have a right to remove trees on their property. The plan is meant to convey their intentions to the city. Additional structures cannot be constructed along the west side of the property without replating as the area is currently proposed as an Outlot.

Regards,
James Kramvik

James Kramvik | Community Development Director
City of Brainerd | 501 Laurel Street Brainerd MN 56401
218-454-3408 | jkramvik@ci.brainerd.mn.us

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Request for Proposal - Comprehensive Plan Update

AGENDA: Main

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: James Kramvik, Community Development Director

DEPARTMENT: Community Development

PRESENTER: James Kramvik, Community Development Director

ESTIMATED TIME (MIN): 5 min

SUMMARY OF ISSUE:
The last update to the comprehensive plan was in 2019 and in 2021 the City Council approved a proposed Comprehensive Plan amendment to include the revised Future Land Use Map. The City should consider reviewing the comprehensive plan every five years to ensure all of the goals and objectives listed in the plan are still relevant for the City of Brainerd.

The Comprehensive Plan is a leading policy tool that provides a series of steps to help achieve a shared community vision. This plan will help citizens and local leaders work together more efficiently to guide future growth and development within the city. The plan represents a shared vision for the future and a strategic map to reach that vision. The plan provides broad recommendations to guide and manage growth and development. These broad recommendations come in the form of goals and policies that express the city's aspiration for the future.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
Staff propose to review the entire comprehensive plan at a high level to ensure consistency with our Zoning Code with a focus on strategy implementation and tracking. However, staff propose the primary objective of the comprehensive plan update should be to increase the threshold at which a mandatory Environment Assessment (EAW) Worksheet is required. Our current comprehensive plan and City are well positioned to meet these requirements.

Staff will work with the Planning Commission on updating the future land use map after completion of the Comprehensive Plan.

The Planning Commission reviewed the RFP at their December 17th meeting and unanimously recommended approval of the RFP.

RECOMMENDED ACTION/MOTION:
Move to approve the attached RFP for consulting services to amend the Comprehensive Plan.

FINANCIAL IMPACT: N/A

City of Brainerd

Request for Proposals and Qualifications

For Comprehensive Plan Update Services

I. Summary

The City of Brainerd, Minnesota (the "City") is seeking professional planning services (the "Consultant") to lead the City in updating its Comprehensive Plan. The City updated its Comprehensive Plan in 2019 and the Zoning Code in 2022. The guiding principles of the Comprehensive Plan include:

1) Continue enhancing Brainerd's neighborhoods in ways that encourage safety and a sense of community.
2) Champion the range of employment opportunities available in the Brainerd Lakes Area (BLA).
3) Promote the development and redevelopment of housing for a range of densities, types, and price points.
4) Highlight, maintain, and enhance the recreational assets and opportunities located within Brainerd.
5) Celebrate the unique qualities, attributes, and identities of Brainerd's neighborhoods.
6) Expand and enhance high quality rental property opportunities in Brainerd by continuing to encourage best practices and accountability.
7) Be active in a vibrant downtown, support existing business, new business development, housing, and cultural events all tied to Brainerd's historic character.
8) Maintain and enhance infrastructure, and recreational assets by considering both form and function.

The City would like to review and improve strategies for implementation of the Comprehensive Plan and ensure that its goals and policies continue to align with the community. In addition, the City would like to increase the threshold for completing a mandatory Environmental Assessment Worksheet (the "EAW") for residential development.

Proposals must be received by the City no later than 4:30p.m. on Friday, February 6, 2026 and should be addressed to:

City of Brainerd
Attn: James Kramvik
501 Laurel St.
Brainerd, MN 56401

Submit three (3) hard copies of the proposal as well as an electronic version in a sealed mailing envelope, or package, with the responder's name and address written on the outside. The envelope, or package, must be clearly identified with "Comprehensive Plan RFP" on the outside. At least one copy of the proposal must be signed in ink by an authorized member of the firm. **Prices and terms of the proposal as stated must be valid until May 29, 2026, and for the length of any resulting contract.** The City is not bound to enter into a contract with any respondent and may delay entering into a contract with any respondent for up to 4 months.

II. Scope of Work

The finished product should be an enhancement of the current Comprehensive Plan to ensure the document is aligned with current community goals and to ensure they are being properly implemented. In addition, the City would like to increase the threshold in which a mandatory EAW is required for residential development. Cities within the seven-county Twin Cities metropolitan area that have adopted a comprehensive plan under Minnesota Statutes, section 473.859, or in a city not located within the seven-county Twin Cities metropolitan area that has filed with the Environmental Quality Board (the "EQB") chair a certification that it has adopted a comprehensive plan containing the following elements.

1) a land use plan designating the existing and proposed location, intensity, and extent of use of land and water for residential, industrial, agricultural, and other public and private purposes;
2) a transportation plan describing, designating, and scheduling the location, extent, function, and capacity of existing and proposed local public and private transportation facilities and services;
3) a sewage collection system policy plan describing, designating, and scheduling the areas to be served by the public system, the existing and planned capacities of the public system, and the standards and conditions under which the installation of private sewage treatment systems will be permitted;
4) a capital improvements plan for public facilities; and
5) an implementation plan describing public programs, fiscal devices, and other actions to be undertaken to implement the comprehensive plan, and a description of official controls addressing the matters of zoning, subdivision, private sewage systems, and a schedule for the implementation of those

controls. The EQB chair may specify the form to be used for making a certification under this item.

City staff will work with the selected consultant to establish specific timelines, budget and deliverables for the project. The Consultant shall be responsible for writing the Comprehensive Plan update, as well as providing guidance to the City on submitting a certification to the EQB chair that the City has adopted a comprehensive plan containing the necessary elements to increase the residential development threshold before triggering a mandatory EAW. The Scope of Work should include the items listed below.

A. <u>Diagnose Current Comprehensive Plan</u>

- Review current plan for inconsistences and conflicts with best practices and trends.
- Guide the City through discussions on desired changes to the comprehensive plan and ultimate goals for the final product.
- Evaluate existing land use plan, transportation plan, sewage collection system policy, capital improvements plan for public facilities, and comprehensive plan implementation strategy.
- Develop recommendations to incorporate required elements into the comprehensive plan to increase the residential unit threshold for a mandatory EAW.

B. <u>Implementation of Comprehensive Plan</u>

- Review current implementation plan and remove strategies that have been achieved by the City.
- Create a new table listing strategies that have been implemented/ achieved by the City.
- Work with staff and the Planning Commission on adding or adjusting strategies in the Comprehensive Plan.
- Create an implementation plan describing public programs, fiscal devices, and other actions to be undertaken to implement the comprehensive plan, and a description of official controls addressing the matters of zoning, subdivision, private sewage systems, and a schedule for the implementation of those controls.

C. <u>Internal and External Outreach</u>

- Conduct input and process update sessions with internal stakeholders including but not limited to the City Council, Planning Commission, Economic Development Authority, and Housing & Redevelopment Authority.
- Develop and execute a plan for informing and receiving input from the Brainerd community.

D. <u>Draft Document and Implementation</u>

- Prepare drafts of comprehensive plan update, including graphics for review by staff, culminating in a final version to be presented and acted upon by the Planning Commission and City Council.

The City's comprehensive plan can be found at:
https://www.ci.brainerd.mn.us/DocumentCenter/View/6007/Comprehensive-Plan

III. Content of Proposal

The purpose of this section is to identify the information that should be submitted:

A. Title Page

Show the proposal subject, the name of the consultant's company, address, telephone number, email, name of the contact person, and the date.

B. Table of Contents

Include a clear identification of the material by section and by page number.

C. Identification and Qualifications of Assigned Personnel

The ideal consultant (a company or individual) should have extensive experience in updating municipal Plans with an emphasis on comprehensive plan requirements under Minnesota Statutes, section 473.859. Include the following:

1. The names, qualifications, and resumes of the person(s) who will be responsible for implementing the comprehensive plan update.
2. Background information concerning the consultant, including the number of years in business under this name and the number and breakdown of personnel in the proposing office.

D. Consultant's Detailed Approach to the Scope of Services

The proposal shall address in detailed fashion the approach of the consultant to the Scope of Work.

E. Basis for Compensation

The consultant should outline the basis for compensation including identification of all rates and reimbursable expenses.

F. List of References and Potential Conflicts

1. A list of public clients shall be provided.
2. Potential conflicts of interest must be disclosed

G. Disclosures and Assurances

1. Applicant Authority – Assurance that the signatory making representations in the proposal on behalf of the consultant has the authority to do so.
2. Insurance Coverage – Documentation of current insurance coverage and limits, including professional liability insurance shall be provided with the proposal.

IV. Selection

The City of Brainerd reserves the right to reject any or all proposals and is not bound to accept the lowest cost proposal if that proposal is contrary to the best interest of the City. All proposals shall be considered valid until **May 29, 2026**.

Selection of the company or individual shall be based upon, but not limited to, the following criteria:

- The consultant's approach to and understanding of the Scope of Work.
- The consultant's experience with similar contracts and clients and provide a representative document.
- The experience and qualifications of the proposed staff in providing similar services and what their roles would be on the update.
- The extent to which previous projects have been delivered on schedule and in budget.

V. Terms and Conditions

A. The City of Brainerd reserves the right to cancel or amend the request for proposals at any time. The City reserves the right to determine the successful respondent. The City reserves the right to reject any or all proposals.

B. The City of Brainerd will not be liable for any costs incurred by the company or individual responding to this request.

C. The company or individual shall not assign any interest in this proposal and shall not transfer any interest in the same without the prior written consent of the City of Brainerd.

D. For the purposes of this agreement, the consultant shall be deemed to be an independent contractor, and not an employee of the organization. Any and all agents, servants, or employees of the firm or other persons, while engaged in the performance of any work or services required to be performed by the City of Brainerd under this agreement, shall not be considered employees of the City of Brainerd and any and all actions which arise as consequence of any act or omission on the part of the consultant, its agents, servants, employees or other persons shall in no way be the obligation or responsibility of the City of Brainerd. The consultant, its agents, servants, or employees shall be entitled to none of the rights, privileges, or benefits of the organization employees except as otherwise may be stated herein.

E. No official or employee of the City of Brainerd who exercise any responsibilities in the review, approval or carrying out of the proposal shall participate in any decision which affects his or her direct or indirect personal or financial interest.

MEMO

TO: Planning Commission

FROM: James Kramvik, Community Development Director

DATE: December 17th, 2025

RE: Discuss Comprehensive Plan RFP Draft

INTRODUCTION

The last update to the comprehensive plan was in 2019 and in 2021 the City Council approved a proposed Comprehensive Plan amendment to include the revised Future Land Use Map. The process of updating the Comprehensive Plan was an extensive process undertaken by the City Staff, City Council, Planning Commission, the Steering Committee, and the Planning Team. The City should consider reviewing the comprehensive plan every five years to ensure all of the goals and objectives listed in the plan are still relevant for the City of Brainerd. City Council approved $28,000 to update the comprehensive plan in 2025.

The Comprehensive Plan is a leading policy tool that provides a series of steps to help achieve a shared community vision. This plan will help citizens and local leaders work together more efficiently to guide future growth and development within the city. The plan represents a shared vision for the future and a strategic map to reach that vision. The plan provides broad recommendations to guide and manage growth and development. These broad recommendations come in the form of goals and policies that express the city's aspiration for the future.

PROPOSED CHANGES

Staff propose to review the entire comprehensive at a high level to ensure consistency with our Zoning Code.

Staff propose the primary objective of the comprehensive plan update should be to increase the threshold at which a mandatory Environment Assessment (EAW) Worksheet is required. Our current comprehensive plan and City are well positioned to meet these requirements.

A City must file with the EQB chair and adopt a comprehensive plan with the following elements:

1. a land use plan designating the existing and proposed location, intensity, and extent of use of land and water for residential, industrial, agricultural, and other public and private purposes;
2. a transportation plan describing, designating, and scheduling the location, extent, function, and capacity of existing and proposed local public and private transportation facilities and services;
3. a sewage collection system policy plan describing, designating, and scheduling the areas to be served by the public system, the existing and planned capacities of the public system, and

the standards and conditions under which the installation of private sewage treatment systems will be permitted;
4. a capital improvements plan for public facilities; and
5. an implementation plan describing public programs, fiscal devices, and other actions to be undertaken to implement the comprehensive plan, and a description of official controls addressing the matters of zoning, subdivision, private sewage systems, and a schedule for the implementation of those controls. The EQB chair may specify the form to be used for making a certification under this item.

The Planning Commission reviewed the RFP Draft at the November 19th meeting and directed staff to make changes. Staff have made the recommended changes for Planning Commission review

PROPOSED SCHEDULE

December 17th – City staff amended RFP for review by the Planning Commission.
January 5th - City Council reviews and approves RFP for distribution

STAFF RECOMENDATION

Recommend approval of the RFP and forward to City Council for final approval.
Note: The City Attorney will review the RFP prior to City Council review.

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Conditional Use Permit Amendment - St. Francis Rectory

AGENDA: Main

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: James Kramvik, Community Development Director

DEPARTMENT: Community Development

PRESENTER: James Kramvik, Community Development Director

ESTIMATED TIME (MIN): 10 Minutes

SUMMARY OF ISSUE:
St. Francis Catholic Church has submitted a request for a Conditional Use Permit Amendment to add one (1) additional garage stall to a church rectory that is currently under construction. Places of worship and related buildings are a permitted use in the PSP District. Residential uses in the PSP district are allowed by conditional use if it is accessory to the principal public-semi-public use.

At the June 16th City Council meeting, City Council approved the vacation of N. 9th Street, Rezoning St. Francis School and Church to PSP, a Final and Preliminary Plat, and a CUP for the construction of a new rectory. The construction of the rectory has commenced. St. Francis is requesting an additional garage stall which will impact the view from Ivy Street. The relationship to surrounding buildings must be reviewed as a result of the proposed amendment.

According to the findings, "The proposed use shall be sited, oriented, and landscaped to produce a harmonious relationship of buildings and grounds to adjacent buildings and properties."

1. The applicant proposes an expansion of the attached garage for the rectory that faces Ivy Street. All properties on Ivy Street across from the school and church have a driveway approach off Ivy Street.
2. Garages facing streets are typical in North Brainerd for properties that do not access an alley.
3. The rectory is not adjacent to a platted alley.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:
The Planning Commission considered this request at their December 17th meeting. The Planning Commission noted that the proposed third garage stall covered the windows on the north side of the rectory that added character to the structure.

The Planning Commission recommended approval of the CUP by a 5-1 vote with the condition that a window is added to the second story of the northeast side of the rectory.

No member of the public spoke at the public hearing other than the applicant.

RECOMMENDED ACTION/MOTION:
Move to approve the CUP amendment with the condition that a window is added to the second story of the northeast side of the rectory.

FINANCIAL IMPACT: N/A

M E M O

TO: Planning Commission

FROM: James Kramvik, Community Development Director

DATE: December 17th, 2025

RE: Consider Conditional Use Permit Amendment St. Francis Catholic Church Rectory – 908 Ivy Street

---

REQUEST

PUBLIC HEARING. Conditional Use Permit Amendment to allow for a third garage stall for the church rectory.

St. Francis Catholic Church has submitted a request for a Conditional Use Permit Amendment to add one (1) additional garage stall to a church rectory that is currently under construction.

CONTEXT

Parcel Number: 41241705

Zoning District: Public Semi-Public District (PSP)

Property Area: 10,293 SQFT

Adjacent Uses:
North: Residential Homes
East: Residential Homes
South: St. Francis Church
West: St. Francis School

Adjacent Zoning:
North: Traditional Neighborhood -1 (TN-1)
East: Traditional Neighborhood -1 (TN-1)
South: Public Semi-Public District (PSP)
West: Public Semi-Public District (PSP)

AERIAL MAP



FINDINGS OF FACT

1. At the June 16th City Council meeting, City Council approved the vacation of N. 9th Street, Rezoning St. Francis School and Church to PSP, a Final and Preliminary Plat, and a CUP for the construction of a new rectory.
2. The construction of the rectory has commenced. St. Francis is requesting an additional garage stall which will impact the view from Ivy Street. The relationship to surrounding buildings must be reviewed as a result of the proposed amendment.
3. The property at 908 Ivy Street is in the PSP District. Zoning Ordinance 515-3 Allowed Uses. Appendix A: Table of Uses allows for places of worship and related buildings as a permitted use.
4. According to Section 515-2-17.B Public Semi-Public District (PSP) - Any residential use must be accessory to the principal public-semi-public use and must obtain a Conditional Use Permit.
    a. *The rectory is accessory to St. Francis Church and a CUP was approved by City Council on June 16th, 2025.*

5. Table 515-2-17.1 PSP Dimensional Standards – Density, Lot Size, Coverage and Height Standards
    a. Front Yard Setback – 20'
    b. Side Yard Setback – 10'
    c. Rear Yard Setback – 10'
        i. *The proposed project meets all dimensional standards of the PSP District.*
        ii. *Their proposed garage addition will be located approximately 22' from the front lot line and the addition will not exceed the original building setback of 16' from the side yard line.*
6. Criteria for Granting Conditional Use Permits. In granting a Conditional Use Permit, the City Council shall consider the advice and recommendations of the Planning Commission and the effect of the proposed use upon the health, safety, morals and general welfare of occupants or surrounding lands. Among other things, the City Council shall make the following findings where applicable.
    a. The proposed use conforms to the Zoning District and is a permitted Conditional Use identified on Appendix A: Table of Uses.
        i. *Places of worship and related buildings are a permitted use in the PSP District.*
        ii. *Residential uses in the PSP district are allowed by conditional use if it is accessory to the principal public-semi-public use.*
    b. The proposed use meets the regulations and standards established in this Ordinance.
        i. *There are no special standards associated with this use.*
    c. The proposed use shall not involve any element or cause any condition that may be dangerous, injurious, or noxious to any other property or persons.
        i. *The structure will not be dangerous, injurious, or noxious to the surrounding properties.*
    d. The proposed use shall be sited, oriented, and landscaped to produce a harmonious relationship of buildings and grounds to adjacent buildings and properties.
        1. *The applicant proposes an expansion of the attached garage for the rectory that faces Ivy Street. All properties on Ivy Street across from the school and church have a driveway approach off Ivy Street.*
        2. *Garages facing streets are typical in North Brainerd for properties that do not access an alley.*
        3. *The rectory is not adjacent to a platted alley.*
    e. The proposed use shall produce a total visual impression and environment which is consistent with the environment of the neighborhood.
        i. *The proposed use is consistent with the environment and the neighborhood as there are other multi-family residential structures in the neighborhood.*
        ii. *The exterior design elements and architectural features of the rectory are harmonious with the existing school and church. The entrance, windows, and roof of the proposed rectory are similar to the school and church.*
        iii. *The proposed addition is consistent with the current construction plans.*

f. The proposed use shall organize vehicular access and parking to minimize traffic congestion in a residential neighborhood.
    i. The rectory has sufficient off-street parking spaces for priests and visiting priests. Overflow parking would be available in the church parking lot.
    ii. The additional garage space would help minimize any parking issues along Ivy Street.
g. The proposed use shall preserve the objectives of this Ordinance and shall be consistent with the Comprehensive Plan.
    i. **Economic Development Goal 1**: Support infill and redevelopment throughout Brainerd as a strategic component of growth.
        1. **Policy 1**: Drive infill development and redevelopment towards areas where current infrastructure is present, or places where high levels of blight or disinvestment exist.
    ii. Housing Goal 1: Provide a diverse mix of housing choices for all stages of life, income ranges, and ownership/rental preferences.
        1. Expand home ownership and rental opportunities through rehabilitation and new construction.
            a. The proposed rectory is in a historic neighborhood with readily available utility services.

7. Conditions. In reviewing applications for conditional use permits, the City may attach whatever reasonable conditions are deemed necessary to mitigate anticipated adverse impacts associated with the proposed use, to protect the value of property within the Zoning District, and to achieve the goals of the City's Comprehensive Plan. In determining such conditions, special consideration shall be given to protecting nearby properties from objectionable views, noise, traffic, and other characteristics associated with such uses.

As of this writing, no party has contacted the Community Development Department with concerns about the request.

STAFF RECOMMENDATIONS

The Community Development Department recommends approval of the Conditional Use Permit Amendment as presented.

Community Development Department
City Hall – 501 Laurel Street Brainerd, MN 56401
218-828-2307
www.ci.brainerd.mn.us

CONDITIONAL USE/REZONING/VARIANCE APPLICATION

	RESIDENTIAL	COMMERCIAL
CONDITIONAL USE PERMIT	☐ ($350.00)	☐ ($500.00 + $500.00 escrow deposit)
REZONING	☐ ($350.00)	☒ ($500.00)
VARIANCE	☐ ($350.00)	☐ ($500.00 + $500.00 escrow deposit)
ZONING TEXT AMENDMENT	☐ ($250.00)	☐ ($400.00)

PROPERTY ADDRESS: 908 Ivy Street Brainerd

LEGAL DESCRIPTION: Lot(s): 2 Block: 1 Addition: St. Francis addition to Brainerd,
(attach description if lengthy)
Section 24, Township 45, Range 31

Property Owner Name: St. Francis Catholic Church

Street Address: 411 N 10th Street **City:** Brainerd **State:** MN **Zip Code** 56401

Phone Number: 218-822-4040 **Fax:** _____ **E-mail:** mitch@hytecconstruction.com

Applicant Name: (If different than Property Owner) Mitch Terkeurst - Hy-Tec Construction

Street Address: 11360 Business 371 **City:** Brainerd **State:** MN **Zip Code:** 56401

Phone Number: 218-824-8529 **Fax:** 218-824-5383 E-mail: mitch@hytecconstruction.com

Description of Request: We would like to add a third stall to the Garage on the new St. Francis Rectory Project. This Garage Stall is needed for the Church's Priests.

* Fr Michael Garry
Property Owner Signature — 11/11/25 **Date**

Father Michael Garry
(Please print name)

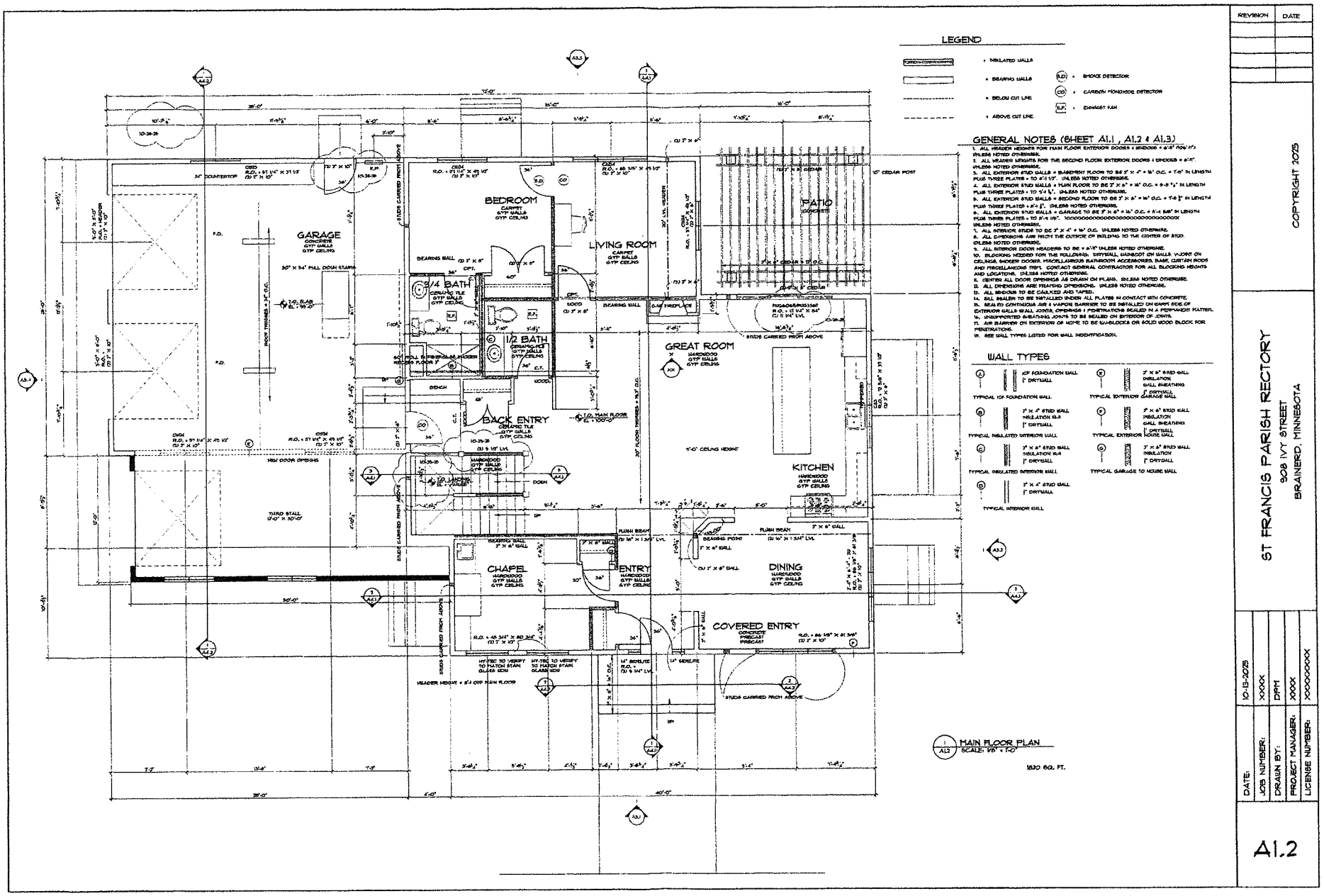
* Mitch TFC
Applicant Signature — 11-11-25 **Date**

Mitchel Jon Terkeurst
(Please print name)

12/11/25 30 days

1/10/26 60 days

(OVER)



REVISION	DATE

COPYRIGHT 2025

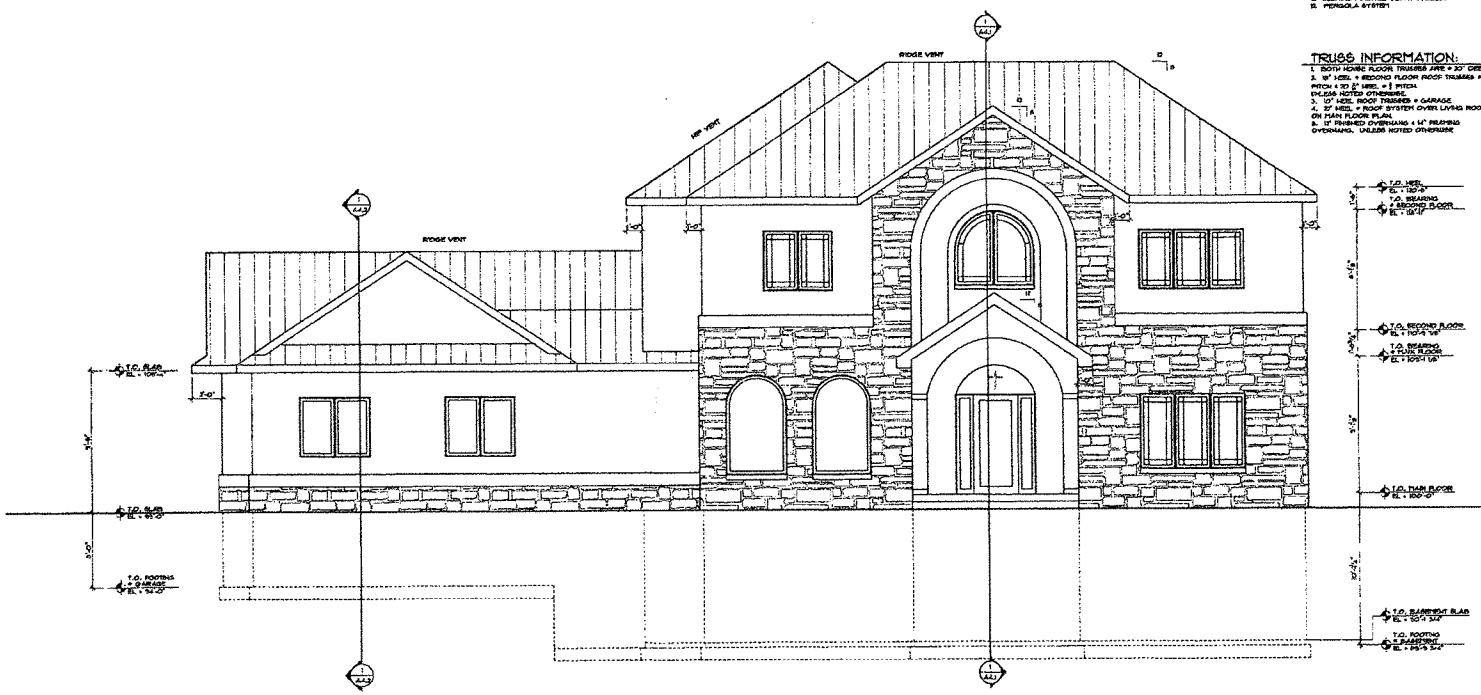
ST FRANCIS PARISH RECTORY

308 IVY STREET

BRAINERD, MINNESOTA

DATE:	10-15-2025
JOB NUMBER:	XXXX
DRAWN BY:	DPM
PROJECT MANAGER:	XXXX
LICENSE NUMBER:	XXXXXXXXX

A1.2



1 / A3.1A FRONT ELEVATION
SCALE: 1/8" = 1'-0"

MATERIALS:

1. STANDING SEAM ROOF SHAKE 6 GY METAL
SALED, SEE DRAWINGS FOR LOCATION
2. EIFS, SEE DRAWINGS FOR LOCATION
3. INDIANA STONE SILLS + HORIZONTAL BAND.
SEE DRAWINGS FOR LOCATION
4. INDIANA STONE FRONT ENTRY SYSTEM, SEE
DRAWINGS FOR LOCATION
5. 7" MW STONE VENEER, SEE DRAWINGS FOR
LOCATION
6. 400 SERIES ENCINOS 1 PATIO DOOR
7. OVERHEAD DOOR
8. FRONT ENTRY DOOR
9. SERVICE DOOR
10. DECORATIVE BRACKETS
11. ALUMINUM VENTED SOFFIT & FASCIA
12. PERGOLA SYSTEM

TRUSS INFORMATION:

1. BOTH MAIN FLOOR TRUSSES ARE + 30" DEEP
2. 18" HEEL + SECOND FLOOR ROOF TRUSSES + 8
PITCH + 30 8" HEEL + 8 PITCH
EXCEPT NOTED OTHERWISE.
3. 10" HEEL ROOF TRUSSES + GARAGE
4. 27" HEEL + ROOF SYSTEM OVER LIVING ROOM
ON MAIN FLOOR PLAN
5. 12" RAKED OVERHANG + 14" FRAMING
OVERHANG, UNLESS NOTED OTHERWISE

REVISION	DATE

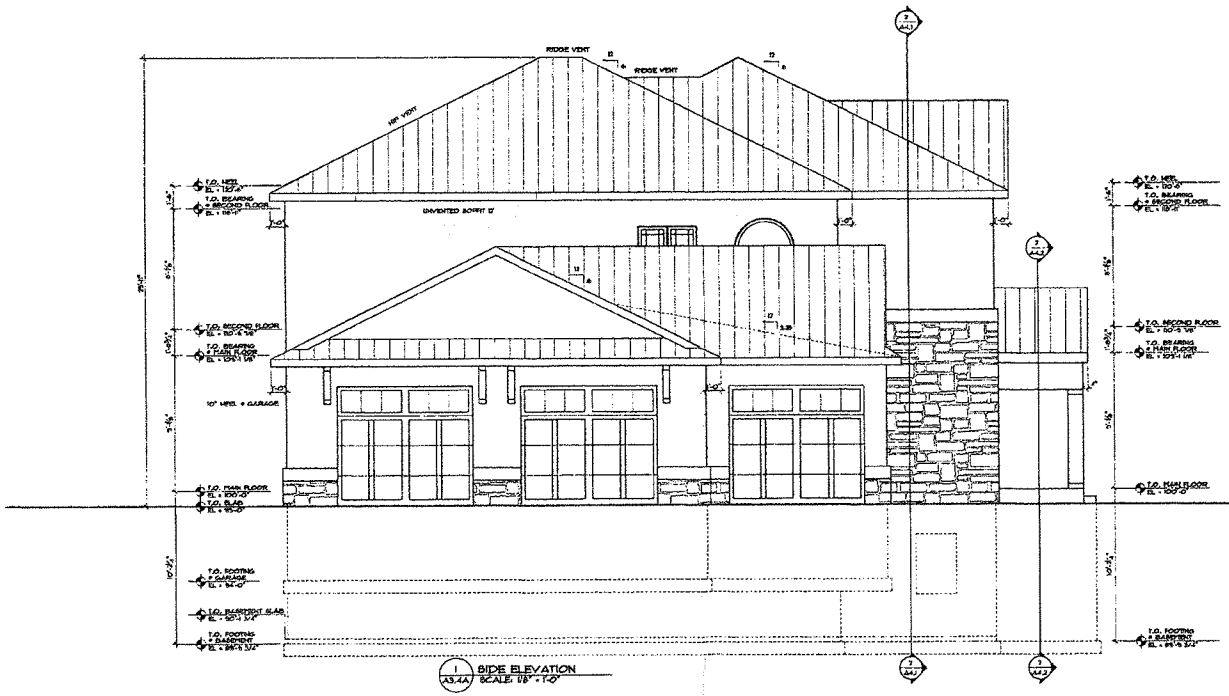
COPYRIGHT 2025

ST FRANCIS PARISH RECTORY

908 IVY STREET
BRAINERD, MINNESOTA

DATE:	10-13-2025
JOB NUMBER:	XXXX
DRAWN BY:	DPM
PROJECT MANAGER:	XXXX
LICENSE NUMBER:	XXXXXXXX

A3.1A



1 A3.4A SIDE ELEVATION
SCALE: 1/8" = 1'-0"

MATERIALS:

1. STANDING SEAM ROOF RIDGE @ SV METAL SALES. SEE DRAWINGS FOR LOCATION
2. STAIN. SEE DRAWINGS FOR LOCATION
3. INDIANA STONE SILLS @ HORIZONTAL BAND. SEE DRAWINGS FOR LOCATION
4. INDIANA STONE FRONT ENTRY SYSTEM. SEE DRAWINGS FOR LOCATION
5. 7" MN STONE VENEER. SEE DRAWINGS FOR LOCATION
6. 400 SERIES WINDOWS @ PATIO DOOR
7. OVERHEAD DOOR
8. FRONT ENTRY DOOR
9. SERVICE DOOR
10. DECORATIVE BRACKETS
11. ALUMINUM VENTED SOFFIT @ FASCIA
12. PERGOLA SYSTEM

TRUSS INFORMATION:

1. 80% HOUSE FLOOR TRUSSES ARE 2' 10" DEEP
2. 16" MBR. @ SECOND FLOOR ROOF TRUSSES @ 3 PITCH & 20 1/2" MBR. @ 8 PITCH UNLESS NOTED OTHERWISE.
3. 10" MBR. ROOF TRUSSES @ GARAGE
4. 20" MBR. @ ROOF SYSTEM OVER LIVING ROOM ON MAIN FLOOR PLAN.
5. 16" FRIEZED OVERHANG @ 14" FRAMING OVERHANG. UNLESS NOTED OTHERWISE

REVISION	DATE

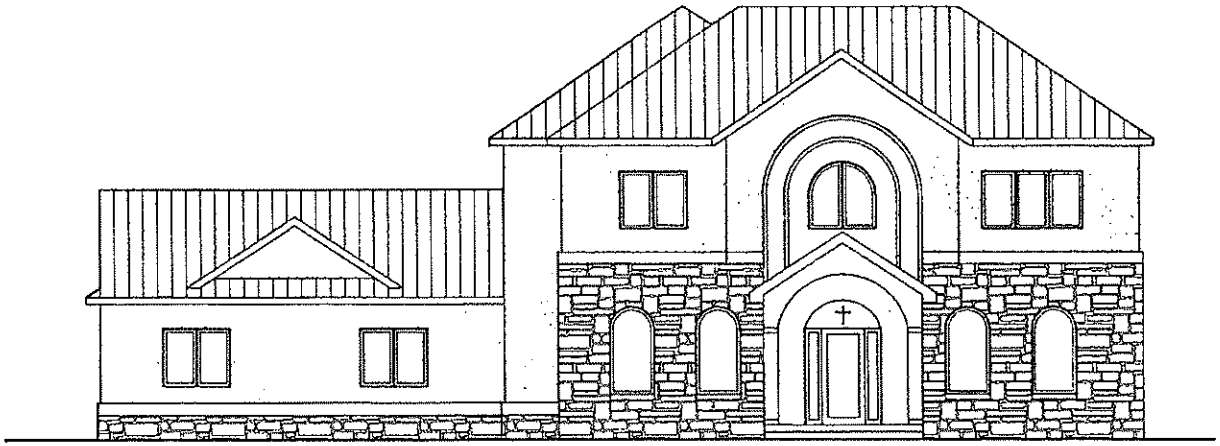
COPYRIGHT 2025

ST FRANCIS PARISH RECTORY

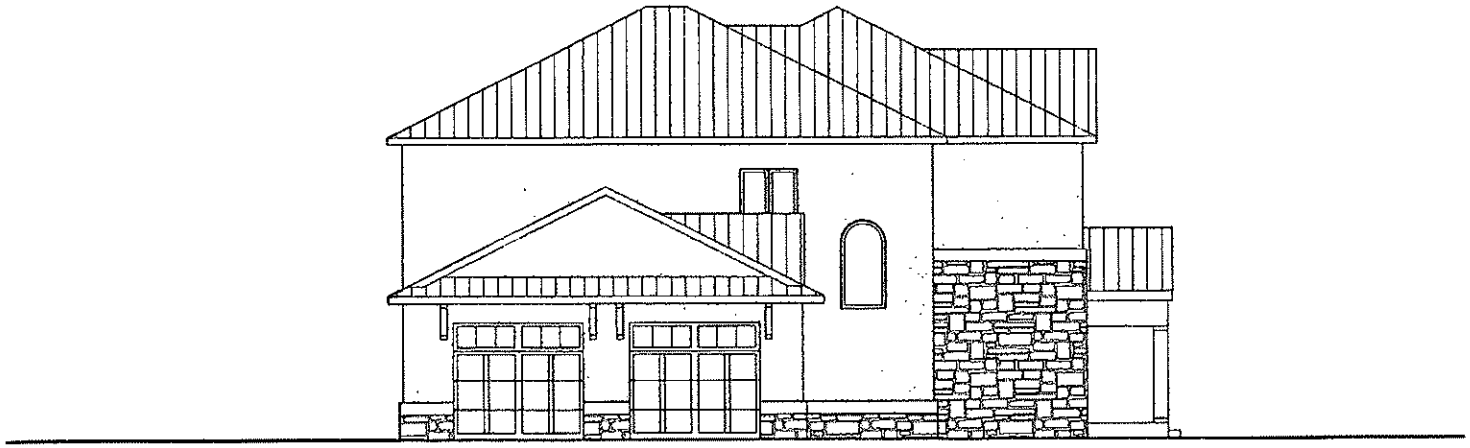
909 IVY STREET
BRAINERD, MINNESOTA

DATE:	10-15-2025
JOB NUMBER:	XXXX
DRAWN BY:	DPH
PROJECT MANAGER:	XXXX
LICENSE NUMBER:	XXXXXXXX

A3.4A



1 / A3.1 FRONT ELEVATION
SCALE: 1/8" = 1'-0"



2 / A3.1 SIDE ELEVATION
SCALE: 1/8" = 1'-0"

REVISION	DATE

COPYRIGHT 2025

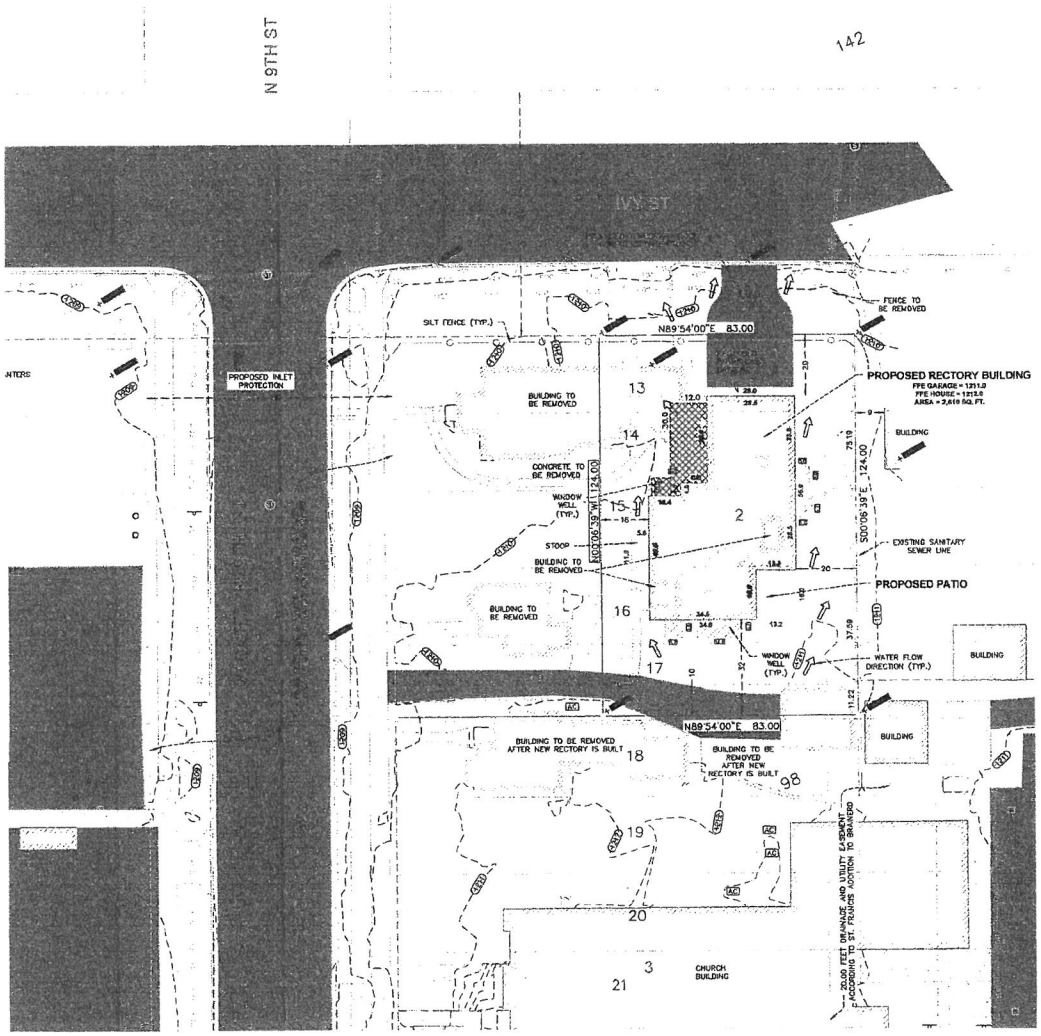
ST FRANCIS PARISH RECTORY
404 9TH STREET NORTH
BRAINERD, MINNESOTA

DATE:	03-07-25
DRAWN BY:	CPH

A3.1

CERTIFICATE OF SURVEY

LOT 2, BLOCK 1, ST. FRANCIS ADDITION TO BRAINERD,
SECTION 24, TOWNSHIP 45, RANGE 31,
CROW WING COUNTY, MINNESOTA





ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE CROW WING COUNTY COORDINATE DATABASE NAD83

ELEVATIONS BASED ON NAVD88 VERTICAL DATUM

BENCHMARK: TOP NUT OF WATER HYDRANT AT THE SE QUADRANT OF THE INTERSECTION OF IVY STREET AND N 8TH STREET. ELEVATION = 1211.03

- ● = DENOTES FOUND IRON MONUMENT
- ○ = DENOTES 1/2 INCH DIAMETER BY 18 INCH LONG IRON PIPE MONUMENT SET AND MARKED RLS # 60122
- = DENOTES SET PK NAIL
- AC = DENOTES AIR CONDITIONER UNIT
- = DENOTES CLOTHES LINE POST
- = DENOTES SIGN POST
- = DENOTES CONIFEROUS TREE
- = DENOTES DECIDUOUS TREE
- = DENOTES STORM MANHOLE
- = DENOTES WATER SHUT OFF
- = DENOTES POWER POLE
- = DENOTES ELECTRIC TRANSFORMER
- = DENOTES TELEPHONE PEDESTAL
- = DENOTES GUY WIRE
- = DENOTES STORM CATCH BASIN
- = DENOTES OVERHEAD ELECTRIC LINE
- = DENOTES UNDERGROUND ELECTRIC LINE
- = DENOTES SANITARY SEWER LINE
- = DENOTES STORM SEWER LINE
- = DENOTES UNDERGROUND TELEPHONE LINE
- = DENOTES UNDERGROUND GAS LINE
- = DENOTES PRINCIPAL BUILDING SETBACK LINE
- = DENOTES UNDERGROUND WATER LINE
- = DENOTES CONCRETE SURFACE
- = DENOTES PATIO PAVER SURFACE
- = DENOTES BITUMINOUS SURFACE
- = DENOTES LANDSCAPING AREA

SURVEYOR'S NOTES:

THE PARCEL NUMBER FOR THE SUBJECT PROPERTIES IS TO BE DETERMINED.

THE UTILITIES SHOWN ON THIS SURVEY ARE ACCORDING TO VISIBLE EVIDENCE TOGETHER WITH UTILITIES MARKED FROM GOPHER STATE ONE CALL TICKET NO. 233330731. WIDSETH SMITH NOLTING ASSUMES NO RESPONSIBILITY FOR THE COMPLETENESS OR ACCURACIES OF THESE LOCATIONS. FURTHER LOCATION AND VERIFICATION ARE RECOMMENDED PRIOR TO ANY CONSTRUCTION OR EXCAVATION.

THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF A TITLE COMMITMENT OR OPINION. THERE MAY BE EASEMENTS OR OTHER LIMITING FACTORS WHICH AFFECT THE SUBJECT PROPERTY THAT ARE NOT SHOWN ON THIS SURVEY.

ACCORDING TO THE CITY OF BRAINERD ZONING MAP THE SUBJECT PROPERTY IS CURRENTLY LOCATED WITHIN THE TRADITIONAL NEIGHBORHOOD 1 (TN-1) ZONING DISTRICT.

THE PSP ZONING DISTRICT STANDARDS ACCORDING TO THE CITY OF BRAINERD CODE ARE AS FOLLOWS:

PRINCIPAL BUILDINGS SETBACKS (SHOWN ON LOT 2) -
FRONT YARD SETBACK (MINIMUM) = 20 FEET SIDE YARD INTERNAL LOT/CORNER LOT (MINIMUM) = 10 FEET
SETBACK FROM ADJACENT RESIDENTIAL DISTRICT (MINIMUM) = 20 FEET REAR YARD SETBACK (MINIMUM) = 10 FEET

ACCESSORY BUILDING STANDARDS -
LOCATION = BEHIND PRINCIPAL STRUCTURE, OR ATTACHED TO PRINCIPAL STRUCTURE
FLOOR AREA (MAXIMUM) = 10% OF GROSS FLOOR AREA
ACCESSORY BUILDING HEIGHT = 30 FEET, MAY NOT EXCEED HEIGHT OF PRINCIPAL BUILDING

THE EXISTING IMPROVEMENTS WITHIN LOT 2 BOUNDARIES AND SOME IMPROVEMENTS NEAR LOT 2 BOUNDARIES ARE PLANNED TO BE REMOVED PRIOR TO CONSTRUCTION OF NEW IMPROVEMENTS ON LOT 2, WHILE THE REMAINING FEW EXISTING IMPROVEMENTS TO BE REMOVED AFTER CONSTRUCTION OF THE NEW PROPOSED RECTORY BUILDING.

PROPOSED LEGAL DESCRIPTION:

Lot 2, Block 1, St. Francis Addition to Brainerd.

PROPERTY AREA:

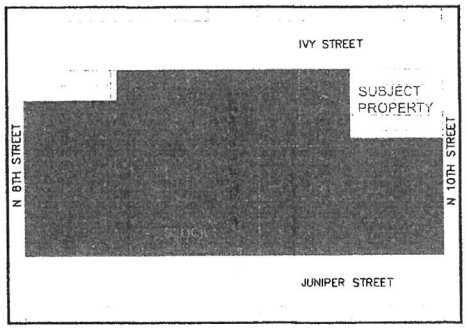
TOTAL AREA OF LOT 2, BLOCK 1 IS 10,292 SQ.FT.

IMPERVIOUS SURFACE CALCULATIONS:

LOT 2, BLOCK 1:
PROPOSED IMPERVIOUS SURFACE COVERAGE = 3,465 SQ.FT.
PERCENT IMPERVIOUS = 33.7 % (3,465 / 10,292 = 0.3367)

IMPERVIOUS SURFACES INCLUDE ALL BUILDINGS, PATIOS, PAVERS, CONCRETE AND BITUMINOUS SURFACES.

VICINITY MAP



WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY: TJP
CHECKED BY: CMC

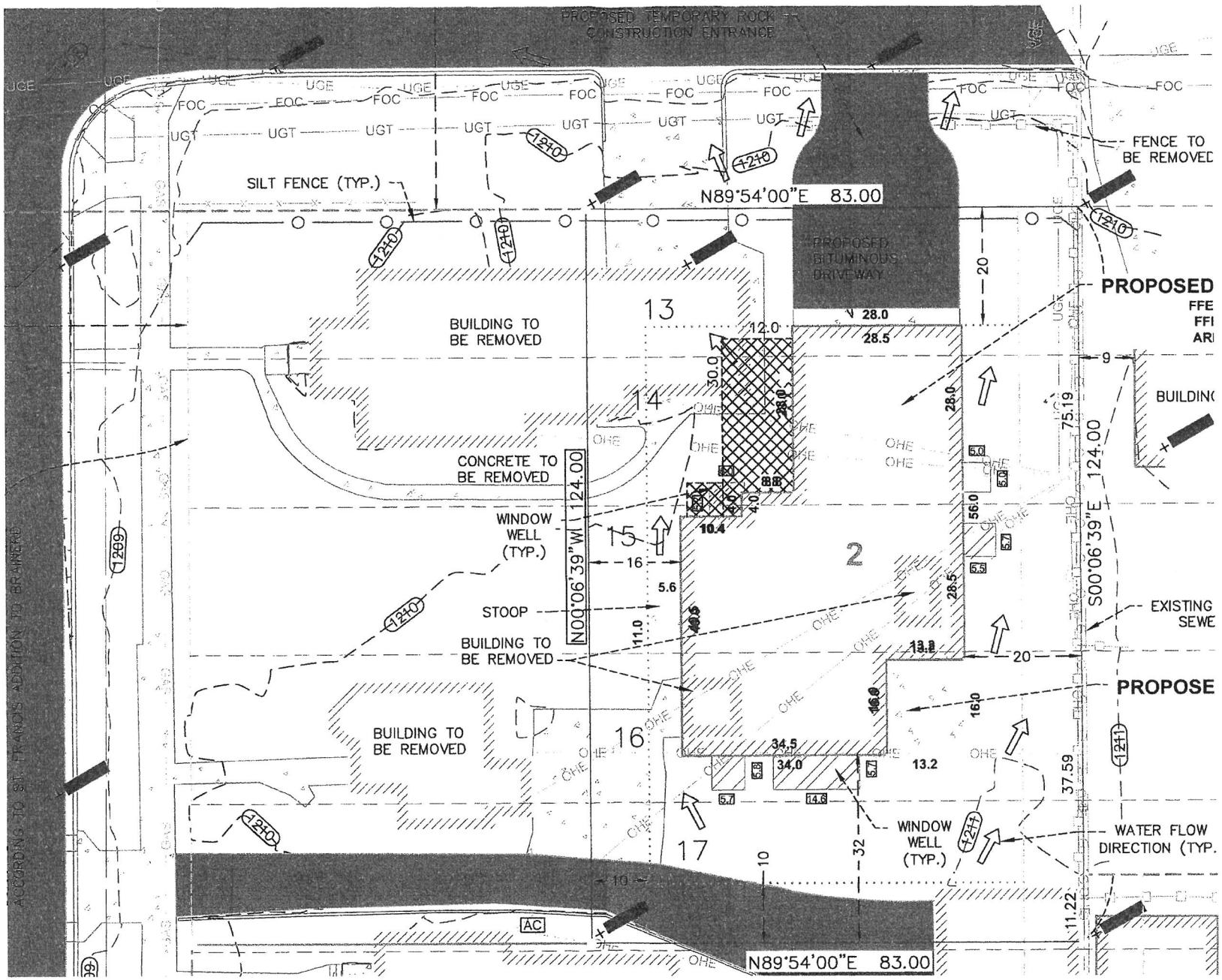
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

TYLER J. POGREBA UC NO.: 60122 DATE: 09/16/2025

DATE	AMENDMENT DESCRIPTION
10/17/2025	AMEND SURVEY TO UPDATE PROPOSED IMPROVEMENTS AND IMPERVIOUS CALCULATIONS
09/19/2025	AMEND SURVEY TO SHOW EROSION CONTROL INFORMATION

PREPARED FOR: ST. FRANCIS CHURCH OF BRAINERD

PROJECT #: 2024-12067


PROPOSED TEMPORARY ROCK CONSTRUCTION ENTRANCE
SILT FENCE (TYP.)
N89°54'00"E 83.00
PROPOSED BITUMINOUS DRIVEWAY
FENCE TO BE REMOVED
PROPOSED
BUILDING TO BE REMOVED
CONCRETE TO BE REMOVED
WINDOW WELL (TYP.)
N00°06'39"W 124.00
S00°06'39"E 124.00
STOOP
BUILDING TO BE REMOVED
EXISTING SEWE
PROPOSE
BUILDING TO BE REMOVED
WINDOW WELL (TYP.)
WATER FLOW DIRECTION (TYP.
N89°54'00"E 83.00
ACCORDING TO ST. CROIX ADDITION TO BRAINERD
13
14
15
16
17
2
AC
OHE
UGE
UGT
FOC

City Council
Agenda Request

MEETING DATE: January 5, 2026

TITLE OF ITEM: Data Request - Crow Wing County Point-in-Time

AGENDA: Main

ACTION REQUESTED: Discussion Item

SUBMITTED BY: Jeff Czeczok, Councilmember

DEPARTMENT: Administration

PRESENTER: Jeff Czeczok, Councilmember

ESTIMATED TIME (MIN):

SUMMARY OF ISSUE:
The Council requested Point In Time (PIT) data from CWC either in May or June of 2025 and according to CWC no data was available. There will be PIT data collected late in January of 2025 and according to a recent Dispatch story the PIT data wasn't available at the time the reporter was writing the recent story. Other additional data was requested at that time and provided related to grant dollars CWC was administering per Council's request.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION: Move to request January 2025 PIT data and payments made by the housing grant subsequent to our last request from Crow Wing County.

FINANCIAL IMPACT: