

CITY COUNCIL AGENDA

Brainerd, Minnesota
November 20, 2017
7:30 P.M.
Brainerd City Hall
Council Chambers

1. **Call To Order - 7:30 PM**

2. **Roll Call**

___ K. Stunek ___ K. Bevans ___ D. Badeaux ___ G. Johnson
___ S. Hilgart ___ J. Lambert ___ D. Pritschet ___ Mayor Menk

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 Minutes**

1. Regular Meeting Held on November 6, 2017
2. City Administrator Interviews Held on November 15, 2017

Documents:

[20171106_CC draft.pdf](#)

[20171115_CC - Adj City Administrator Interviews draft.pdf](#)

B. **Approval Of Licenses**

None

C. **Department Activity Reports**

1. Police Chief
2. Finance Director

Documents:

[PD Report.pdf](#)

D. **Minnesota Lawful Gambling Premises Permit Application - Adopt Resolution To Allow Lawful Gambling By Heartland Animal Rescue Team (HART) At Sage On Laurel, 606 Laurel St., Brainerd, MN**

E. Minnesota Lawful Gambling Application For Exempt Permit - Submitted By Central Lakes College Foundation, 501 West College Dr., Brainerd For An Event To Be Held On January 27, 2018

6. Council Committee Reports

A. Safety And Public Works Committee

Documents:

SPW Agenda.pdf

1. Sage On Laurel - Shaw Parking Lot Agreement Proposal Discussion

Documents:

Shaw Parking Lot Agreement Proposal.pdf

2. Proposal For Sanitary Sewer Repair - Visu-Sewer - Gravity Sewer Line Near Walnut Street

Documents:

Proposal for Sewer Repair - Gravity Sanitary Sewer Line near Walnut St..pdf

3. S 6th Street Sidewalk Extension Project - MnDOT Proposal

Documents:

MnDOT Sidewalk Extension Proposal.pdf

4. Event/Street Closure Application - Gnome For The Holidays

Documents:

Event Application - Gnome for the Holidays.pdf

5. Event/Street Closure Application - Homeless Heroes 5K

Documents:

Event Application - Homeless Heroes 5K.pdf

B. Personnel And Finance Committee

Documents:

PF Agenda.pdf

1. Approval Of Bills, Transfer Of Funds & Payments To Contractors

Contractor	Imp #	Project	Amount Paid	Amount Retained
Bolton & Menk	16-14	Traffic Study	\$7,279	\$0
S.E.H.	14-15	Airport Util Ext thru 10/28	\$10,902	\$0

S.E.H.	17-08	2019 SRTS Sidewalks thru 10/28	\$2,606	\$0
Anderson Brothers	15-12	S. 6th St. Frontage thru 11/16	\$37,905	\$1,995

From Parking Lot Fund to Street and Sewer Fund 2016-2017 Downtown
Snow Removal \$10,844
From Parking Lot Fund to Construction Fund for Downtown Special
Services \$1,905

2. City Administrator Employment Agreement

Documents:

City Adm Emp Agreement Cassandra Torstenson.pdf

3. 2018 Budget And Levy Discussion

Documents:

2018 Budget and Levy.pdf

4. 2017 Audit Services - Engagement Letter

Documents:

Audit Engagement Letter.pdf

5. Authorize Agreement For Utility Rate Study

Documents:

Rate Study.pdf

6. Discussion Of Fuel Cards

Documents:

Fuel Cards.pdf

7. **Unfinished Business**

- A. **Call For Applicants - Informational**
(Application Information at the City's Website
<http://www.ci.brainerd.mn.us>)

Mayor Recommended: (all terms expire on 12/31 of said year)
Charter Commission - 1 term (Expire 2020)
Transportation Advisory Committee - 2 term (Expire 2018)

8. **New Business**

9. **Planning Commission**

- A. **Public Hearing - Final Reading Of Proposed Ordinance No. 1474 - An**

Ordinance Amending Ordinance No. 812 Pertaining To Zoning - 110 NW 3rd St.

- a. Hold Public Hearing
- b. Consider Testimony and Alternatives
- c. Hold Final Reading of Ordinance (Voice Vote)
- d. Adopt Ordinance (Roll Call)

Documents:

[PH - 2nd Reading Zoning Ord. 1474 Rezoning Adventure Properties.pdf](#)

B. Public Hearing - Final Reading Of Proposed Ordinance No. 1475 - An Ordinance Amending Zoning Ordinance Section 515-2 Definitions And Sections 61, 62, 63, 64, 65 And 70

- a. Hold Public Hearing
- b. Consider Testimony and Alternatives
- c. Hold Final Reading of Ordinance (Voice Vote)
- d. Adopt Ordinance (Roll Call)

Documents:

[PH - 2nd Reading Zoning Ord Amendment Permitting Microdistilleries.pdf](#)

C. Variance Request - 1501 South 8th Street, Brainerd - Construct A Non-Conforming Building (Garage)

Documents:

[Variance Request - Laestadian Lutheran Church .pdf](#)

D. Variance Request - 523 Holly Street, Brainerd - Expand A Non-Conforming Building (Garage Portion) By Adding A Deck Onto The Garage Roof

Documents:

[Variance Request - 523 Holly Street.pdf](#)

E. Planning Commission Partial Draft Minutes From Meeting Held On November 15, 2017

Documents:

[PC Draft Minutes 11-15-17 Meeting.pdf](#)

10. Public Forum

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

11. Staff Reports

(Verbal: Any Updates since Packet)

12. Council Member Reports

13. **Adjourn To Closed Session Pursuant To MN Statutes, 13D.05, Subd. 3(B)
For Attorney-Client Privilege To Discuss The Pending Annexation
Proceeding And The Lawsuit By The City Of Baxter Concerning Franchise
Fees**

NOTE: Safety and Public Works Committee will meet at 6:30 P.M.
Personnel and Finance Committee will meet at 7:00 P.M.

ANY INDIVIDUAL NEEDING SPECIAL ACCOMMODATIONS,
PLEASE CALL 828-2307
Visit the [City's Website](http://ci.brainerd.mn.us) (ci.brainerd.mn.us)

MISSION

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