

CITY COUNCIL AGENDA

Brainerd, Minnesota

December 21, 2020

7:30 P.M.

WebEx Teleconference Meeting - Call In Information

CALL TOLL-FREE: 1-844-992-4726

Access Code: 146 485 8364

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

2. **Roll Call**

___ D. Pritschet ___ K. Bevans ___ W. Erickson ___ T. Erickson

___ J. Lambert ___ K. Stunek ___ G. Johnson ___ Mayor Badeaux

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

4. **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**

B. **Approval Of Minutes**

1. Regular Meeting Held on December 7, 2020
2. Police Chief Interview Meeting Held on December 10, 2020
3. Budget Public Hearing Held on December 14, 2020

Documents:

20201207_CC draft.pdf

20201210_CC - Adj Police Chief Interviews draft.pdf

20201214_CC - Budget Public Hearing.pdf

C. **Approval Of Licenses**

Contractor Licenses - 90

Garbage Hauler Licenses - 4 Renewals

Tobacco Licenses - 20 Renewals

Taxicab Licenses - 1 Renewal

Second Hand Auto Licenses - 2 Renewals

Second Hand Goods Licenses - 1 Renewal

Contingent Upon Fire Department Inspection

Taxicab Licenses - 1 Renewal

Second Hand Auto Licenses - 6 Renewals

Second Hand Goods Licenses - 1 Renewal

Pawnbrokers Licenses - 2 Renewals

Documents:

***Contractor License Report - 2020-12-17.pdf
01-01 thru 12-31 Renewals.pdf***

D. Department Activity Reports

1. Police Chief
2. Finance Director

Documents:

***Police Chief Report.pdf
122120 COUNCIL AP INVOICE REGISTER.pdf***

5. Presentations

A. Community Member Of The Month

**B. Presentation Of Tower Awards To Departing Council Members
Lambert And W. Erickson**

C. Brainerd Community Action Annual Presentation

Documents:

BCA.pdf

6. Council Committee Reports

A. Safety And Public Works Committee - 7:15 P.M.

WebEx Teleconference Information

- Call Toll-Free: 844-992-4726
- Access Code: 146 572 7067

Documents:

20201221_SPW.pdf

1. Improvement 17-08 - Garfield Safe Routes To School - Final Pay Application

Documents:

Imp 17-08 Final Pay App.pdf

B. Personnel And Finance Committee -7:15 P.M.

WebEx Teleconference Information

- Call Toll-Free: 844-992-4726
- Access Code: 146 803 4444

Documents:

20201221_PF.pdf

1. Ratify Community Service Officer (CSO) Hiring

Documents:

Ratify CSO.pdf

7. Unfinished Business

- A. **Public Hearing And Resolution - SP 1814-08 - S 6th Street Reconstruction FY 2022 - Consideration Of MnDOT Municipal Consent**

Documents:

PH and Res - Municipal Consent.pdf

- B. **Final Reading - Proposed Ordinance 1513 - An Ordinance Amending The Brainerd City Charter - City Administrator Bergman Recommends To Dispense With The Actual Reading**
 - a. Hold Public Hearing
 - b. Consider Testimony and Alternatives
 - c. Hold Final Reading/Dispense with Reading (Vote)
 - d. Adopt Ordinance (Vote)

Documents:

ORD 1513 Final.pdf

- C. **2021 Levy And Budget**
 1. Adopt Resolution Setting City and HRA Levies for 2021
 2. Motion to Adopt 2021 Budgets

Documents:

Res - 2021 Levy and Budget.pdf

- D. **Committee Recommendations - Recommended By Mayor Badeaux**
 - Wayne Erickson- Cable TV Advisory Committee and Parking Commission
 - Michael Duval- Brainerd HRA Re-Appoint from November 16, 2020 Appointment

Documents:

Erickson, Wayne - Cable TV.pdf

Erickson, Wayne - Parking Commission.pdf

Duval, Michael - HRA.pdf

E. Call For Applicants - Informational

(Applications Available on the City's Website)
(<http://www.ci.brainerd.mn.us/>)

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

Cable TV Advisory Committee - 1 term (Expire 2021) - 2 terms (Expire 2022) - *one appointment pending*

Charter Commission - 2 terms (Expire 2020)

Ad Hoc Committees - Applicants Needed

Water Tower Committee - Two positions available

Parking Commission - One position available - *pending appointment*

8. New Business

A. Police Chief Job Offer

Documents:

[Police Chief Job Offer.pdf](#)

B. Amend Interim Organizational Chart For The Interim Public Works Dept

Documents:

[Interim PW Dept.pdf](#)

9. Public Forum

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

10. Staff Reports

(Verbal: Any Updates since Packet)

11. Mayor's Report

12. Council Member Reports

13. Adjourn To Closed Session Pursuant To MN Statute 13D.03 To Discuss Labor Negotiations Strategy

14. Adjourn To Closed Session Pursuant To MN Statute 13D.05, Subd. 3 (B), Attorney-Client Privilege, For Discussion Of The Carlson V. City Of Brainerd Assessment Appeal

Personnel & Finance Committee will meet at 7:15 P.M.

WebEx Teleconference

WebEx Teleconference Call In Info:

Call Toll-Free: 844-992-4726

Access Code: 146 803 4444

Safety & Public Works Committee will meet at 7:15 P.M.

WebEx Teleconference

WebEx Teleconference Call In Info:

Call Toll-Free: 844-992-4726

Access Code: 146 572 7067

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"

Pursuant to due call and notice thereof, the regular meeting of the Brainerd City Council was called to order at 7:34 P.M. by Council President Johnson.

Upon roll call, the following members were noted as present: Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson. Mayor Badeaux was also noted as present.

Due to the meetings being conducted remotely, all motions will be made by roll call vote for accuracy.

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO AMEND THE AGENDA BY REMOVING ITEM #5: APPEAL OF BUILDING PERMIT FOR 14839 WONDERLAND PARK RD WHICH WAS WITHDRAWN BY THE REQUESTER.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted "aye". No member voted "nay". The Chair declared the motion carried.

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET TO APPROVE THE CONSENT CALENDAR.

A. Approval of Bills and Transfers of Funds – Approved

Public Safety Fund to Fire Capital Fund per budgeted amount	\$ 18,000
Public Safety Fund to Fire Capital Fund per FAB Agreements	103,947
Parking Lot Fund to Streets Fund – Downtown Snow Removal Costs	28,895
Parking Lot Fund to Construction Fund – Downtown Special Services	1,256

B. Approval of the Minutes of the Regular Meeting held on November 16, 2020 and the Minutes of the Special Meeting held on November 30, 2020 - Approved

C. Approval of Licenses - Approved

Contractor Licenses - 2

D. Department Activity Reports - Approved

1. Fire Chief
2. Parks Director

E. Adopt Resolution Accepting Donations & Contributions for the 3rd Quarter 2020 – Adopted by Resolution No. 46:20

F. Approval of City Administrator November 2020 Performance Review Summary - Approved

G. Resolution Designating Polling Locations for 2021 – Adopted by Resolution No. 54:30

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Presentations

The Chair welcomed Ms. Candice Zimmermann, executive director of the Northland Arboretum. Ms. Zimmermann presented a slideshow that introduced the Arboretum Team as well as the many activities that took place in 2020. She gave a brief explanation of their mission to provide education, recreation, and conservation to visitors of the Arb. Ms. Zimmermann indicated the PPE grant and other donations the Arb have received helped tremendously but it is yet unknown if the grant needs to be repaid. She gave a brief overview of the Haunted Trail revenues, which was very successful. She provided information on how to get involved with the Arb and encouraged everyone to visit. The Chair thanked her for the presentation.

The Chair welcomed Brainerd Public Utilities Superintendent, Mr. Scott Magnuson, Finance Director Mr. Todd Wicklund, and Board Member Tad Johnson who presented the 2021 Operating & Capital Budget for the Utility. They reviewed the key points of the budget and operating costs, which was provided to the Council prior to the meeting and included in the packet. They answered questions of the Council and the Chair thanked them for the presentation.

MOVED AND SECONDED BY ALDERMAN BEVANS AND STUNEK TO APPROVE THE 2021 OPERATING AND CAPITAL BUDGET FOR BRAINERD PUBLIC UTILITIES (BPU) AS PRESENTED.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Council Committee Reports

Safety & Public Works Committee Report

Resolution – SP 1814-08 – S 6th Street Reconstruction FY2022 – Consideration of MnDOT Municipal Consent – No Resolution Adopted

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO SCHEDULE A PUBLIC HEARING TO RECEIVE PUBLIC COMMENT ON THE PROPOSED LAYOUT OF SOUTH 6TH STREET FOR MONDAY, DECEMBER 21, 2020 AT 7:30 P.M.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Resolution – SP 1814-08 – S 6th Street Reconstruction FY2022 – Establish Right-of-Way for Storm Pond Construction – Adopted by Resolution No. 55:20

MOVED AND SECONDED BY ALDERMEN BEVANS AND W. ERICKSON TO ADOPT A RESOLUTION WHICH DEDICATES LOT 5, BLOCK 2 SOUTH EDGEWOOD ADDITION TO THE PUBLIC AS ROAD AND UTILITY RIGHT-OF-WAY.

RESOLUTION NO. 55:20

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Alley Garbage Can Placement Exception Criteria - Approved

City Engineer Sandy explained what the recommended three criteria for exception for residents. He stated these would be for properties that do not have an adequate garage or driveway access to an alley, properties without a driveway from the street or alley if a physical barrier exists, or if a resident would need to travel across another’s property or public right-of-way to place a can due to barriers or being landlocked.

MOVED AND SECONDED BY ALDERMEN BEVANS AND W. ERICKSON TO ADOPT THE THREE CRITERIA FOR THE EXEMPTION AS PRESENTED.

City Engineer Sandy stated the intention of the ordinance criteria is not to make this difficult for residents. He said it is to ensure garbage receptacles are removed from the streets and back to the alleys.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Personnel and Finance Committee Report

Approve Hiring of Allyson Timmons as Police Records Management Technician - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND T. ERICKSON TO RATIFY THE HIRING OF ALLYSON TIMMONS AS A POLICE RECORDS MANAGEMENT TECHNICIAN, STARTING AT STEP 1 (\$20.69 PER HOUR) EFFECTIVE NOVEMBER 16, 2020.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Approve Hiring of Tyler Aistrop - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND T. ERICKSON TO AFFIRM THE HIRING OF POLICE OFFICER TYLER AISTROP, STARTING AT LELS 2020 STEP 1 RATE OF \$27.43/HOUR, WITH A STARTING DATE OF DECEMBER 14, 2020.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Approve Hiring of Paid On-Call Firefighters - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND T. ERICKSON TO APPROVE THE HIRING OF PAID ON-CALL FIREFIGHTERS AT THE TRAINEE LEVEL - DREW BEESON, RANDY KALIS, RICK LEE, AND AT THE PROBATIONARY LEVEL - HENRY PRASKA.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Deferred Loan Subordination Requests - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STUNEK TO APPROVE THE DEFERRED LOAN SUBORDINATION REQUESTS FOR OWNERS OF PROPERTY 214 S 8TH STREET AND 1723 OAK STREET.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Assistant Planner Position - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND T. ERICKSON TO AUTHORIZE STAFF TO BEGIN THE HIRING PROCESS FOR THE ASSISTANT PLANNER POSITION AND THAT THE POSITION ONLY BE POSTED INTERNALLY AT THIS TIME.

Committee Chair Pritschet stated when Building Official Chuck Arvidson retired, the Community Development Department maintained two building inspectors and did not fill the housing inspector position. He indicated there is a need for another staff member to assist in the planning and zoning duties.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, and Stunek, voted “aye”. Member Johnson voted “nay”. The Chair declared the motion carried.

MOVED AND SECONDED BY ALDERMAN PRITSCHET AND T. ERICKSON TO APPROVE THE MOA BETWEEN THE CITY OF BRAINERD AND THE IBEW ADMINISTRATIVE SUPPORT UNION SETTING THE WAGE FOR THE ASSISTANT PLANNER POSITION.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Fire Department Purchase of a New Fire Engine - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STUNEK TO AUTHORIZE FIRE CHIEF HOLMES TO PROCEED WITH THE PURCHASE OF A NEW FIRE ENGINE USING THE H-GAC PURCHASING PROCESS.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Non-Working Funds 2021 Budget Discussion - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND T. ERICKSON TO PAY FOR THE RESURFACING OF THE PAY LOTS IN THE LAUREL STREET PARKING LOT TO BE DONE IN 2021 OUT OF THE CAPITAL BUDGET AND DIRECT THE PARKING COMMISSION TO ADDRESS THE PARKING LOT RATES AND BRING RECOMMENDATIONS BACK TO THE COUNCIL AT A LATER MEETING.

Council discussion took place regarding the library and parking funds.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

2021 Budget and Levy - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STUNEK TO A 1% INCREASE OVER THE 2020 LEVY TO BE AT PRESENTED AT THE TRUTH AND TAXATION LEVY PUBLIC HEARING ON DECEMBER 14, 2020.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Unfinished Business

Call for Applicants – Informational: **(Application Information at www.ci.brainerd.mn.us/boards/)**

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

Cable TV Advisory Committee – 1 term (Expire 2021) - 2 terms (Expire 2022)
Charter Commission – 2 terms (Expire 2020)

Ad Hoc Committees – Applicants Needed

Water Tower Fundraising Committee – Two positions available
Parking Commission – One position available (Four members appointed; Five -member limit)

New Business

Conditional Use Permit – Lincoln Education Level IV Special Education Facility – 400 Quince St. - Approved

Community Development Director Chanski gave a brief review of the application submitted by ISD#181 for the facility remodel at 400 Quince Street.

MOVED AND SECONDED BY ALDERMEN LAMBERT AND T. ERICKSON TO APPROVE THE CONDITIONAL USE PERMIT APPLICATION FOR LINCOLN EDUCATION LEVEL IV SPECIAL EDUCATION FACILITY AT 400 QUINCE ST., CITING STAFF FINDINGS-OF-FACT AND THE CONDITIONS THAT A LANDSCAPE PLAN ON THE EAST SIDE OF THE PROPOSED PARKING LOT BE BROUGHT BACK TO THE PLANNING COMMISSION FOR APPROVAL AND THAT A LIGHTING PLAN SHOWING THE USE OF 3000K LIGHTS BE BROUGHT BACK TO THE PLANNING COMMISSION FOR APPROVAL.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Consideration for Adopting the International Property Maintenance Code - Approved

Community Development Director Chanski explained the rental housing ordinance review committee has been meeting to update the rental policies in the City Code. He stated after

reviewing the current Section 450, it is recommended to adopt the international property maintenance code for conformity.

MOVED AND SECONDED BY ALDERMEN LAMBERT AND PRITSCHET TO DIRECT STAFF TO DRAFT AN ORDINANCE FOR CONSIDERATION BY THE CITY COUNCIL REPEALING SECTION 450 OF THE CITY CODE IN ITS ENTIRETY AND PORTIONS OF SECTION 425 RELATED TO PROPERTY MAINTENANCE REPLACING THEM BOTH WITH THE INTERNATIONAL PROPERTY MAINTENANCE CODE (IPMC).

Council discussion took place regarding the IPMC and questions were answered.

Council Member Bevans expressed displeasure at the amount of time this has taken the committee to arrive at a recommended solution and does not oppose adopting the IPMC. He stated the question from residents is regarding the enforcement of stronger consequences for landlords that receive conduct on premises warnings and to prevent it from escalating to a violent outcome. Mayor Badeaux and Council Member Johnson agreed with the statement by Council Member Bevans.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

First Reading – Proposed Ordinance 1513 – Ordinance Amending the Brainerd City Charter - Approved

City Administrator Bergman gave a brief update to the revisions recommended to the City Charter. She stated the Charter will be reviewed in phases, with the first phase addressing duplicative items or items inconsistent with state law.

City Attorney Langel stated these changes are to specifically bring the Charter current and he reviewed the areas that conflict with state law. He said these specifically are clean up revisions of non-discretionary items, with no changes to the operation of the City.

MOVED AND SECONDED BY ALDERMEN BEVANS AND LAMBERT TO HOLD THE FIRST READING AND DISPENSE WITH THE ACTUAL READING OF PROPOSED ORDINANCE NO. 1513; AN ORDINANCE AMENDING THE BRAINERD CITY CHARTER AS PRESENTED.

Upon roll call, members Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Public Forum

The Chair opened the public forum at 9:37 p.m.

No one came forward.

The Chair closed the public forum at 9:38 p.m.

Staff Reports

City Administrator Bergman announced since the Children's Museum formally withdrew their request for Lum Park as the location, staff will be meeting with WSN regarding the Lum Park Masterplan. She stated after discussion with the Park Board at their meeting December 15th, an update will be provided at a later Council meeting. She announced that City Engineer Sandy will be the Interim Public Works Director, starting on December 19th after Park Director Sailer's last day. She said there will be discussion with the Park Board as well regarding the Recreation Coordinators' duties going forward which will be brought back to Council. She also stated the Parking Commission will be holding their first meeting very soon under the direction of Community Development Director Chanksi.

City Engineer Sandy stated the survey for the corridor 210 study is still available online for public comment and encourages everyone to complete this survey.

HR Director Schubert reminded the Council of the Police Chief interviews taking place Thursday, December 10, 2020 starting at 1:00 pm and more information will be sent.

Mayor's Report

Mayor Badeaux proclaimed December 10, 2020 as the 100th Anniversary of the Brainerd Water Tower and read the official proclamation.

Council Member Reports

Council Member Bevans stated BPU is working on some electrical upgrades in north Brainerd at current time, as some have lost power briefly while cables are being moved.

Adjourn to Closed Session Pursuant to MN Statutes 13D.03 to Discuss Labor Negotiation Strategy – 9:45 p.m.

The Council reconvened at 10:14 p.m.

Adjourn to Thursday, December 10, 2020 at 1:00 p.m. for Police Chief Interviews - 10:15 p.m.

Jennifer Bergman
City Administrator

**Brainerd, MN
December 10, 2020**

Pursuant to due call and notice thereof, the adjourned meeting of the Brainerd City Council was called to order at 12:50 pm by Council President Johnson.

Upon roll call, the following members were noted as present: Pritschet, Bevans, W. Erickson, T. Erickson, Lambert, Stunek, and Johnson. Mayor Badeaux was also noted as present. Also present were City Administrator Jennifer Bergman and Police Chief Corky McQuiston. Mr. Gary Weiers, David Drown Associates Company (DDA); and HR Director Kris Schubert joined the meeting at 5:20 pm.

Police Chief Interviews.

Seven candidates were interviewed for the Police Chief position. The candidates were James Carroll, Peyton Fleming, Ty Sharpe, George Vinson, Brent Baloun, Chad Worden, and Victor Siebeneck III.

After the interviews, discussion followed regarding the cumbersome nature of this process given the respective roles of the City Council and Civil Service Commission. The Civil Service Commission will meet on Monday, December 14th to certify the testing results and the top three candidates for Council hiring consideration

Adjournment:

The Chair adjourned the meeting at 5:30 pm.

Jennifer Bergman
City Administrator

/ks

December 10, 2020

**Brainerd, MN
December 14, 2020**

Pursuant to due call and notice thereof, the Budget Public Hearing of the Brainerd City Council was called to order at 6:00 P.M. by Council President Johnson.

Upon roll call, the following members were noted present: Lambert, Pritschet, Bevans, Badeaux, Johnson, and Mayor Menk. Council Member W. Erickson was noted as absent and Council Member T. Erickson joined after roll call via WebEx. The following staff was also noted as present: City Administrator Bergman, Finance Director Hillman, City Engineer Sandy, Police Chief McQuiston, Fire Chief Holmes, Community Development Director Chanski, IT/GIS Director Strong, Park Director Sailer and HR Director Schubert.

2021 Budget and Levy Presentation

Finance Director Hillman presented an overview of the Minnesota property tax timeline, an outline of the property tax system, a comparison of the City's Estimated Market Value for pay years 2021 and 2020, the 2021 Levy and Budget, and the estimated impact to both Residential Homestead and Commercial/Industrial Properties.

Council asked questions throughout the presentation.

Public Comment Period

The Chair opened the Public Comment Period at 6:20 P.M.

No one came forward.

The Chair closed the Public Hearing at 6:21 P.M.

Adjourn

The Chair adjourned the meeting at 6:30 P.M.

Jennifer Bergman
Interim City Administrator

Contractor List

12/17/2020

Contractor Name	Address	Local License #	Licensee Type
ABE LLC ABRAHAMSON, PAUL W	PO BOX 377 (218) 838-7173	2021-0010	General Commercial
AIRTECH HEATING & COOLING OF BRAINERD LLC ROB BILEY	18092 STATE HIGHWAY 371 (218) 297-0130	2021-0025	Mechanical
ALL ELEMENTS INC Tara Thurber	301 CHELSEA RD (763) 314-0234	2021-0017	General Commercial
ALL SEASON HEATING & AC OF BRAINERD INC Ryan Czech	11502 THIESSE RD (218) 825-0513	2021-0002	Mechanical
AMERICAN MECHANICAL CO INC PAUL SCHUMACHER	7120 71ST AVE (612) 750 0278	2021-0012	Plumbing Contractor
ANDERSON BROTHERS CONSTRUCTION COMPANY OF BRAINERD Terry McFarlin	11325 STATE HIGHWAY 210 (218) 829-1768	2021-0004	Excavator
APE HEATING AND AIR CONDITIONING TIMOTHY E YEAGER	13209 SMART RD (218) 839-8619	2021-0029	Mechanical
APH PLUMBING AND HEATING LLC JESS HACKLER	39300 W ARROWHEAD DR (218) 839-3060	2021-0005	Plumbing Contractor
AQUA LOGIC, INC. CHRIS DAHL	501 INDUSTRIAL BLVD (952) 856-7550	2021-0001	Swimming Pool
AQUARIUS WATER CONDITIONING INC DBA AQUARIUS HOME SERVICES JEFF DOUGHERTY	3180 COUNTY DRIVE (651) 777 0448	2021-0001	Plumbing Contractor
ASPEN CREEK PLUMBING & HEATING LLC RICHARD L WEBER	20271 STATE HIGHWAY 18 (218) 764-2731	2021-0011	Mechanical
ASPEN SIGNS Micheal Williams	PO BOX 372 (218) 821-6922	2021-0004	Sign Erector

Contractor List

12/17/2020

Contractor Name	Address	Local License #	Licensee Type
AUGUSTA PLUMBING LLC SHANE D KURTH	24891 21ST AVE (320) 237-4219	2021-0016	Plumbing Contractor
BCI CONSTRUCTION INC DBA BOSER CONSTRUCTION RYAN CROSS	7135 5TH AVE NE (320) 393-3185	2021-0003	General Commerical
BRAINERD GLASS, INC. Charles Deutsch	302 5TH AVE NE STE 4 (218) 829-5430	2021-0003	Glass/glazing
CARLSON & STEWART REFRIGERATION INC TIM HULS	189 IND. BLVD. (320) 253 5058	2021-0006	Mechanical
DAIKIN APPLIED AMERICAS INC DBA DAIKIN APPLIED DANIEL R. DONOHUE	13600 INDUSTRIAL PARK BLVD (763) 553-5330	2021-0010	Mechanical
DECHANTAL EXCAVATING LLC AL DECHANTAL	12209 STATE HWY 18 PO BOX 315 (218) 828-4636	2021-0008	Excavator
DOW ACOUSTICS, INC. JAMES R WOOD	PO BOX 477 (218) 847-8976	2021-0001	Acoustical Ceilings
DRSC CONCRETE INC DEAN SEPPELT	13464 5TH AVE NE (320) 393-4888	2021-0004	Masonry
EAST SIDE GLASS COMPANY Luke Ferkinhoff	305 FRANKLIN AVE NE (320) 251-1900	2021-0002	Glass/glazing
EL JAY PLUMBING & HEATING INC BRYANT FRITZ	520 APOLLO AVE NE (320) 251-8330	2021-0014	Plumbing Contractor
ELITE UNDERGROUND, INC. ELI MACKERETH	9351 OAK BLUFF RD (218) 829-1553	2021-0001	Utilities Construction
FIRE WORKS FIREPLACE INSTALLATION INC HARLON HILL	3030 4TH ST S (320) 240-9490	2021-0028	Mechanical

Contractor List

12/17/2020

Contractor Name	Address	Local License #	Licensee Type
G&J AWNING & CANVAS, INC. BETH BRENNY	1260 10TH ST N (320) 255-1733	2021-0001	Awnings
GRANITE CITY REFRIG. & SHEET METAL John D. Gallatin	PO BOX 358 (320) 252-3111	2021-0017	Mechanical
GRANITE CITY ROOFING, INC. PAT O'NEILL	PO BOX 1482 (320) 253-4441	2021-0002	Commercial Roofing
GRAVELLE PLUMBING & HEATNG, INC. Bill Gravelle & Harlon Pelarski	223 1ST AVE NW (218) 927-2624	2021-0003	Plumbing Contractor
GULL LAKE GLASS INC Nathan Tuomi	18441 STATE HIGHWAY 371 (218) 829-2881	2021-0001	Glass/glazing
HENGEL READY MIX & CONSTRUCTION INC Heather Schmit	12883 UPPER SYLVAN RD SW UPPR SYLV. (218) 746-3355	2021-0001	Demolition
HVAC TECH HEATING & AIR RODNEY E PIERCE	13213 COUNTY ROAD 8 (218) 838-4708	2021-0012	Mechanical
HY-TEC CONSTRUCTION OF BRAINERD INC Mitch Feierabend	11360 BUSINESS 371 PO BOX 621 (218) 829-8529	2021-0014	General Commercial
INDIGO SIGNWORKS INC EMILY NOTCH	4133 IOWA ST STE 100 (320) 846-9697	2021-0003	Sign Erector
IRONFIRE, INC. Stan & Cheryl Dobsenski	5353 LEGEND LN (218) 829-4983	2021-0001	Steel Erector
JIBEC HEATING & COOLING (NIGGELER) JACOB & JENNIFER NIGGELER	1775 DANDELION LN SW (218) 828-0330	2021-0008	Mechanical
JOHN FRANZEN STUCCO LLC JOHN FRANZEN	30012 E HORSESHOE LAKE RD (218) 820-2160	2021-0001	Stucco

Contractor List

12/17/2020

Contractor Name	Address	Local License #	Licensee Type
K JOHNSON CONSTRUCTION INC NATE KLINGELHOFFER	6870 HWY 10 NW (320) 255-9649	2021-0001	Masonry
KASELLA CONCRETE INC. Robert Kasella	6191 330TH AVE (320) 355-2926	2021-0005	Masonry
KEN'S HEATING & MOBILE HOME SUPPLY Ken Zilverberg	42281 290TH ST (218) 821-6720	2021-0018	Mechanical
KENKO DRYWALL INC. KEN KOWALZEK	14181 242ND AVE (320) 630-6801	2021-0004	Drywall
KTK CONSTRUCTION INC JEFF JOHNSON	1650 99TH LN NE (763) 843 8624	2021-0001	General Commerical
KUE CONTRACTORS, INC. Jay Kuechle	PO BOX 408 (320) 764-2525	2021-0013	General Commercial
KUEPERS CONSTRUCTION INC Ray Austin	17018 COMMERCIAL PARK RD (218) 829-0707	2021-0006	General Commerical
LANDWEHR CONSTRUCTION, INC. NATHAN LANDWEHR	846 S 33RD STREET PO BOX 1086 (320) 252-1494	2021-0002	Excavator
LANGE TRENCHING INC. Jeff Lange	111 NW DORADO AVE PO BOX 70 (320) 356-7976	2021-0001	Excavator
MAJKA CONSTRUCTION, INC. JOHN R. MAJKA	6367 LENDEE DR (218) 963-1367	2021-0015	General Commercial
MARV'S INTERIORS/DRYWALL LLC Marvin Johnson	3807 WOODLAWN ST (218) 839-8475	2021-0003	Drywall
MASTER MOBILE HOME SERVICE INC Barry Fassett	1486 CLOUD DR NE (763) 755-7555	2021-0023	Mechanical

Contractor List

12/17/2020

Contractor Name	Address	Local License #	Licensee Type
MASTER PLUMBING & HEATING OF BRD Keith Mogenson	17131 MOGENSEN RD (218) 829-2443	2021-0015	Mechanical
METRO HOME INSULATION LLC PAMELA HENSON	495 S HIGH ST STE 50 (614) 221-3241	2021-0009	Mechanical
METROPOLITAN MECHANICAL CONTRACTORS CHAD NELSON	7450 FLYING CLOUD DR (952) 941-7010	2021-0015	Plumbing Contractor
MICHELS CORPORATION BRIAN P JOHNSON, EVP	817 MAIN ST (920) 583-3132	2021-0002	Utilities Construction
MICHELS POWER, INC EMILY WHYMS	817 MAIN ST (920) 583 3132	2021-0003	Utilities Construction
MICHELS UTILITY SERVICES, INC EMILY WHYMS	817 MAIN ST (920) 583 3132	2021-0007	Excavator
MID-STATE REFRIGERATION, HEATING-AC Michael Fitch	604 LINCOLN AVE NE (320) 251-6861	2021-0027	Mechanical
MINNESOTA HOME IMPROVEMENTS LLC ANDREW FISCHER	PO BOX 248 (320) 761 3224	2021-0016	General Commerical
MN PETROLEUM SERVICE, INC.	682 39TH AVE NE (763) 780-5191	2021-0021	Mechanical
MP NEXLEVEL LLC ROBBI L PRIBYL	500 COUNTY ROAD 37 E (320) 963-2400	2021-0004	Utilities Construction
NAC MECHANICAL AND ELECTRICAL SERV. Lynn Bishop	1001 LABORE INDUSTRIAL CT STE B (651) 490-9868	2021-0008	Plumbing Contractor
NORTHLAND GLASS AND GLAZING LLC GLENN KNUDSON	3311 39TH ST S (701) 277-8700	2021-0004	Glass/glazing

Contractor List

12/17/2020

Contractor Name	Address	Local License #	Licensee Type
NORTHSTAR METALWORKS DBA BRIANS WDG CHRIS & SAMANTHA FANJOY	10131 INDUSTRIAL RD (218) 829-8173	2021-0001	Welding Fabrication
PARROTT CONTRACTING INC DAVID C PARROTT	30090 STATE HWY 93 (507) 248 9697	2021-0005	Excavator
PETERSON SHEET METAL JAIME QUELLO	3728 BEMIDJI AVE N SUITE 300 (218) 751-4502	2021-0003	Mechanical
PIKE PLUMBING & HEATING OF BRAINERD Benjamin Schoepf	830 BROOK ST (218) 829-4332	2021-0016	Mechanical
PRATT'S AFFORDABLE EXCAVATING INC Shawn Pratt	23069 SWAN LN (218) 765-4244	2021-0003	Excavator
Q3 CONTRACTING INC CAROL REEVES	3066 SPRUCE ST (651) 224-2424	2021-0006	Excavator
R & H DRYWALL, INC. Ron Herold	26023 HWY 27 PO BOX 400 (320) 468-6808	2021-0002	Drywall
RHEAUMES HOUSE OF LETTERING INC TROY RHEAUME	25113 21ST AVE (320) 252-7680	2021-0002	Sign Erector
RICE LAKE CONSTRUCTION GROUP WADE LEONARD	22360 COUNTY ROAD 12 PO BOX 517 (218) 546-1903	2021-0012	General Commerical
RTL CONSTRUCTION, INC. SHAWN LARSON	290 SARAZIN ST (612) 597 8987	2021-0001	Drywall
RYAN COMPANIES US, INC. MARY WAWRO	533 S 3RD ST STE 100 (612) 492-4000	2021-0019	General Commerical
SCENIC SIGN CORP STACY ALF	828 S 5TH STREET PO BOX 881 (320) 252-9400	2021-0001	Sign Erector

Contractor List

12/17/2020

Contractor Name	Address	Local License #	Licensee Type
SCHMIDT ROOFING INC. JARROD SCHMIDT	3509 W HIGHWAY 13 (952) 888-4889	2021-0001	Roofing
SCHRUPP EXCAVATING LLC Raymond Schrupp	3003 36TH ST SW (218) 587-4038	2021-0009	Excavator
SHO-CON OF PIERZ, INC. Donny A. Schommer	25238 213TH ST (218) 851-3945	2021-0005	General Commerical
SPORTSMANS PLUMBING HEATING AND AC CLAYTON HAGEMAN	12705 STATE 64 SW (218) 831-8720	2021-0018	Plumbing Contractor
ST CLOUD OVERHEAD DOOR COMPANY DBA AMERICAN DOOR V Brd Overhead Door Gary Bechtold	2150 FRONTAGE RD S (320) 253-1310	2021-0002	Overhead Doors
ST. CLOUD REFRIGERATION DBA: SCR Michael Fitch	604 LINCOLN AVE NE (320) 251-6861	2021-0026	Mechanical
STRUCTURAL BUILDINGS TERRY SKOZEN	12926 1ST ST (763) 261-4150	2021-0004	General Commercial
SUPERIOR COMPANIES OF MINNESOTA INC Craig Curley	1244 60TH AVE NW (507) 289-0229	2021-0004	Plumbing Contractor
THE DOOR DOCTOR Brian S. Hardy	18231 WOODROW ROAD (218) 828-4562	2021-0001	Overhead Doors
THELEN HEATING &, ROOFING INC JOHN THELEN JR, VICE PRES	1717 13TH ST SE (218) 829-1491	2021-0013	Mechanical
TIM THOMPSON PLUMBING LLC Tim Thompson	2808 BLAKEMAN RD N (218) 829-3858	2021-0010	Plumbing Contractor
TNT AGGREGATES, LLC JANET HAMMERLUND	40 COUNTY RD 63 (218) 326 4184	2021-0011	General Commerical

Contractor List

12/17/2020

Contractor Name	Address	Local License #	Licensee Type
TRANSFORM SR HOME IMPROVEMENT, LLC ALFRED W. NYMAN, JR.	1024 FLORIDA CENTRAL PKWY (407) 551-6000	2021-0008	General Commercial
VANVICKLE MASONRY, LLC Travis VanVickle	5841 112TH ST SW (218) 820-3178	2021-0003	Masonry
VINCO INC STEVE ANDERSON	18995 N FOREST BLVD PO BOX 907 (651) 982-4642	2021-0001	Telecommunications (towers,
W GOHMAN CONSTSRUCTION CO. TIM ELNESS	815 E COUNTY ROAD 75 PO BOX 250 (320) 363-7781	2021-0009	General Commerical
W L HALL CO Ronald J. Weber	530 15TH AVE S (952) 974-7612	2021-0018	General Commerical
WESTERN PRODUCTS INC RAY BLAHA	474 45TH ST S (701) 293-5310	2021-0002	General Commercial

Totals: 90

Population: All Records

Licensee.DateRegistered Between 12/3/2020 12:00:00 AM AND 12/17/2020 12:00:00 AM

2021 LICENSE RENEWALS

DECEMBER 21, 2020 COUNCIL MEETING

GARBAGE LICENSE – 4 Renewals

Garrison Disposal dba Nisswa Sanitation
PO Box 780
Nisswa, MN 56468

Waste Management of Brainerd
7968 Industrial Park Road
Baxter, MN 56425

Waste Partners, Inc.
2928 State Hwy 371
Pine River, MN 56474

Pequot Lakes Sanitation
PO Box 639
Pequot Lakes MN 56401

TOBACCO LICENSES – 20 Renewals

S & R Quisberg, Inc. dba Brainerd Cub Foods
417 8th Ave NE
Brainerd, MN 56401

Hollco, Inc. dba Speedway #4880
421 NE Washington Street
Brainerd, MN 56401

Mill Avenue Holiday
1500 Mill Avenue
Brainerd, MN 56401

Cashwise Liquor
513 B Street NE
Brainerd, MN 56401

Evas dba Southside Express
701 Industrial Park Rd SW
Brainerd, MN 56401

Yesterday's Gone
219 S 9th Street
Brainerd, MN 56401

Mill Ave Liquor
1424 Mill Avenue NE
Brainerd, MN 56401

Pine Liquor
3325 Oak St
Brainerd Mn 56401

Pine Square
3325 Oak Street
Brainerd, MN 56401

Northern Tier Retail LLC dba Speedway
1223 South 6th Street
Brainerd, MN 56401

Shep's on 6th
315 S 6th Street
Brainerd MN 56401

Tobacco Den
633 Washington Street NE
Brainerd, MN 56401

Lakes Vape & Rec Supply
718 Laurel Street
Brainerd, MN 56401

Cornerstone Liquor
817 Washington Street
Brainerd, MN 56401

Walgreens #05635
340 W Washington Street
Brainerd, MN 56401

Risky Business
326 Washington Street
Brainerd, MN 56401

Holiday Stationstores, Inc.
424 South 6th Street
Brainerd, MN 56401

Casey's General Store
850 Lum Park Road
Brainerd, MN 56401

Vapor North
328 Washington Street
Brainerd, MN 56401

Mid-Town Depot
321 Washington Street
Brainerd MN 56401

**2021 LICENSE RENEWALS
DECEMBER 21, 2020 COUNCIL MEETING (CONT.)**

TAXI CAB LICENSES – 1 Renewal

Brainerd Area Taxi
709 Charles Street
Brainerd MN, 56401

SECOND HAND AUTO LICENSES – 2 Renewals

Midway Auto
10 E Washington Street
Brainerd, MN 56401

Brainerd Sports & Marine
13377 State Hwy 25
Brainerd, MN 56401

SECOND HAND GOODS LICENSES– 1 Renewals

United Gold & Silver
702 W Washington Street
Brainerd, MN 56401

Contingent Upon Inspection by the Fire Department

SECOND HAND AUTO – 6 Renewal

Motors-N-More
510 10th Ave NE
Brainerd, MN 56401

Auto Import
22 Washington Street
Brainerd, MN 56401

Wood Motor, Inc. dba Tanner Motors
620 W Washington Street
Brainerd, MN 56401

Professional Auto Leasing, Inc. dba Tanner Nissan
620 W Washington Street
Brainerd, MN 56401

210 Auto Sales
301 Washington St
Brainerd, MN 56401

Tower Motors
624 Washington Street
Brainerd Mn 56401

TAXI LICENSES – 1 RENEWAL

Grab-A-Cab
422 Charles Street
Brainerd, MN 56401

PAWNBROKERS LICENSES – 2 Renewal

Iron Hills Gun & Pawn Inc.
704 Front Street
Brainerd, MN 56401

T & B Pawn & Gun Inc.
515 Washington Street
Brainerd, MN 56401

SECOND HAND GOODS – 1 Renewal

E.L. Menk Jewelers
623 Laurel Street
Brainerd, MN 56401

**BRAINERD POLICE DEPARTMENT
MEMORANDUM**

TO: Brainerd City Council
FROM: Police Chief Corky McQuiston
DATE: 12-16-20
RE: Monthly Report



November Training

As part of the POST mandates for Crisis Intervention and Mental Health training for law enforcement all staff completed Emotional Wellness for Law Enforcement training in November.



The training is one of the modules in the Patrol On-line Training System that we access and is funded by Sourcewell for all Law Enforcement in Region 5.

This course gives officers a background and understanding that covers:

- The concept of emotional health and recognize the characteristics of an emotionally healthy person
- The impact of emotional health issues in the lives of law enforcement officers, and the potential consequences of not attending to these issues
- The concept of resiliency and how it relates to emotional health
- How to recognize the differences between a proactive and reactive approach to emotional wellness
- A model developed to help conceptualize emotional health and integrate changes in regard to your behavior, emotions, and thoughts
- How to recognize when help is needed, barriers to obtaining it, and how to access help.

Resilience is one of the topics covered and gives officers the understanding that they can develop resilience by paying attention to the decisions we make about our behavior, managing feelings, and ***thinking about how we think***.



Vandalism NE Brainerd

The department investigated at least 9 separate incidents involving spray paint vandalism to vehicles, exterior walls, fences, and traffic signs that occurred in NE Brainerd starting on November 30th shortly before at about 9 pm.

Officers were originally alerted to some of the incidents when a person in the 700 block of 10th Avenue NE was outside their home and heard the sound of someone in the alley. When they checked they discovered a vehicle had been vandalized with pink or fuchsia color spray paint on the hood and windshield. Further checking revealed similar spray paint on neighboring fences. Additional incidents were reported during the morning on December 1st.



These incidents occurred in the area of the 6 & 700 blocks of 9th and 10th Avenue NE. At Garfield School at 1120 10th Avenue NE an exterior wall and playground basketball backboard was spray painted with the same color paint in addition to a window being broken.

Traffic signs located at 11th Avenue NE and J Street, 10th Avenue NE and I Street and 13th Avenue NE and L Street were also spray painted with the same pink/fuchsia colored spray paint. A truck in the 1200 block of L Street was also spray painted with identical paint.

We requested anyone living in those areas that may have outdoor security recording camera systems/door ring cameras to check from the late afternoon of November 30th to early morning hours of December 1st to see if they observe anything suspicious particularly juveniles carrying a spray paint can.



Body Worn Camera Data Report



Month	Number of Videos	Hours of Videos	GB of Videos	Average MB per Video	Average Time Length of Videos	Average Number of Videos Per Day
October	1651	328 Hours	588 GB	356 MB	11.95 Minutes	53
November	1668	371 Hours	665 GB	398 MB	13.37 Minutes	54

Conduct on Premises Activity Report for November

ICR	Date Reported	Title	Address	Summary
20013705	11/03/20	Conduct on Premises	418 C Street NE	Conduct on Premises
20013786	11/05/20	Conduct on Premises	605 Laurel Street	Conduct on Premises
20013841	11/07/20	Conduct on Premises	727 Brian Lane	Conduct on Premises
20014765	11/30/20	Conduct on Premises	1203 W Campus Drive	Conduct on Premises

Monthly Police Activity

November	2020	2019
ICRs	1213	1513
Citations (Inc. Parking)	195	239
Part I and Part II Crimes Reported	**	247

** Note: This does not include files that have not yet been coded

** Note: Transitioning to NIBRS reporting

36 parking tickets were issued in the month of October with the following dispositions:

0	Dismissed
0	Business Validations
14	Paid in Full
0	Partial Payments Received
22	No Payment Received

Revenue Recapture Receipts:

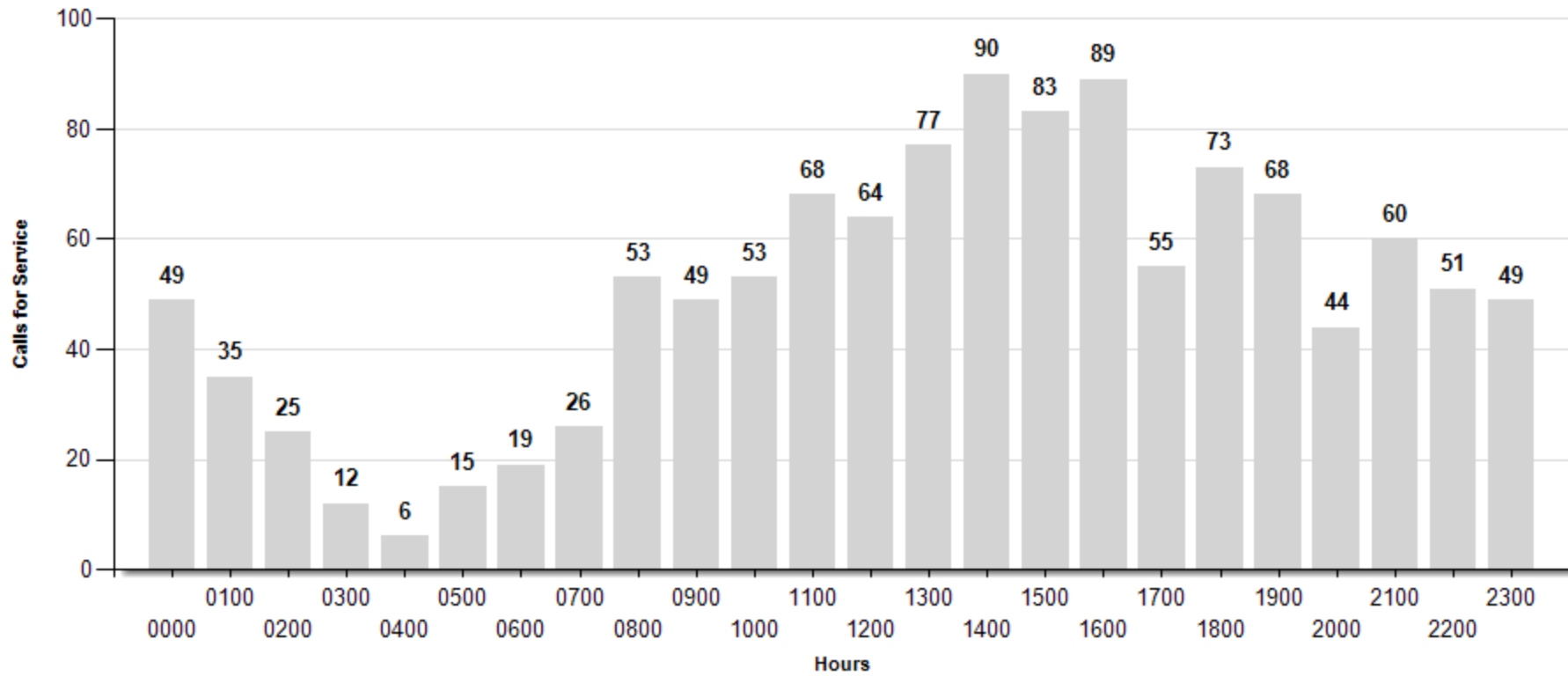
To Date: \$ 55,994.58
In 2020: \$ 8,154.50



Calls for Service Hourly

11/1/2020 to 11/30/2020

Total Calls: 1264



Animal Control November Report

DATE	CALL TYPE	ADDRESS	SUMMARY
11/2/2020	dog at large	1024 7th ave ne	goa
11/3/2020	dog at large	808 se 19th st	goa
11/5/2020	barking dog	212 1st ave ne	wasn't barking when I arrived. Spoke to owners
11/6/2020	cat at large	512 brian ln	caught 2 cats, transported to hart goa, spoke w/complainant, thinks they are from 507 1st ave ne
11/6/2020	dog at large	516 1st ave ne	handled by brainerd pd, will follow up with both parties.
11/6/2020	dog bite	buster dog park	dog was bit by another dog, was unable to locate aggressive dog
11/9/2020	dog bit another dog	400 n 8th st	dog was not barking when I arrived, nobody home. Left card
11/9/2020	barking dog	816 s 6th st	dog was at 1003 8th ave ne, advised of regulations
11/10/2020	barking dog	1234 mill ave	dog lunged at another dog according to complainant, dog owner has different story.
11/12/2020	aggressive dog	722 w college dr	st bernard, reckognized it from home closeby, brought back home to 1024 fir st, advised owner on regulations.
11/17/2020	dog at large	evergreen cemetery	picked up cat, brought to hart
11/20/2020	cat at large	716 1st ave ne	goa- might have been the one I picked up at neighbors
11/20/2020	cat at large	711 2nd ave ne	owner picked up before I arrived
11/23/2020	dog at large	ne cub foods	dog killed another dog, owner of aggressive dog fled with his dog, unable to locate. Will follow up.
11/25/2020	dog bit another dog	1005 se 19th st	spoke with damien- he has klose and will meet up in 10 days for observation. 218-820-3748
11/25/2020	re dog attack-		ongoing issue
11/28/2020	barking dog	1313 k st	goa- I believe it was rolald odens dog
11/28/2020	dog at large	712 g st	

Animal Control October Report

DATE	CALL TYPE	ADDRESS	SUMMARY
10/1/2020	routine activity	710 2nd ave ne	checked trap, caught 1 cat, transported to hart
10/1/2020	routine activity	710 2nd ave ne	checked trap, caught 1 cat, transported to hart
10/1/2020	cat at large	413 nw 1st st	caught cat, transported to hart
10/1/2020	dog at large	614 f st ne	caught 2 dogs, transported to hart
10/1/2020	barking dog	1207 norwood st	not barking when I arrived, noone home, left card on door
10/1/2020	dog at large	11th ave ne and n st	small german shephard- goa
10/1/2020	cat at large	1211 norwood st	caught cat, transported to hart
10/2/2020	barking dog	1313 k st ne	spoke with sister in law, she claims to be moving-
10/2/2020	cat at large	2838 clara st	caught cat, transported to hart
10/2/2020	cat at large	714 kingwood st	caught cat, transported to hart
10/2/2020	dog at large	417 se 19th st	goa
10/3/2020	dog at large	mill ave and j st	goa
10/5/2020	cat at large	516 west college dr	caught cat, transported to hart
10/5/2020	dog at large	602 james st # 26	picked up dog, transported to hart
10/5/2020	dog at large	1215 maple st	caught dog, transported to hart
10/7/2020	cat hoarding	2407 kermit ln	picked up 49 cats, transported to hart for direct transport to vet
10/8/2020	dog at large	2104 graydon ave	goa
10/9/2020	dog at large	gregory park	goa
10/10/2020	dog at large	9000 twins st	neighbor dispute, ongoing issue.
10/11/2020	dog bite at er	essentia health	multiple light punctures to arm, owner known to victim.
10/12/2020	dog at large	se 12th st and maple st	CSO located dog at large, couldn't catch. Was goa for me.
10/14/2020	aggressive dog	310 3rd ave ne	spoke to owner, advised about regulations
10/14/2020	cats at large	kiwanis park	located 2 cats, caught and transported to hart
10/15/2020	dog at large	1202 laurel st	caught dog, transported to hart
10/15/2020	dog attack another dog	jaysees park	spoke to owner of the car, he sold it to a young couple from brainerd.
10/16/2020	cat at large	810 brook st	caught cat, transported to hart
10/16/2020	cat at large	224 sw 5th st	goa

10/16/2020	follow up to dog attacking another dog	805 walnut st	nobody home, believe this is the home of the aggressive dog owner
10/16/2020	dead dog on road	409 13th st se	was able to locate owner, delivered dog to her.
10/16/2020	cat at large	224 sw 5th st	caught cat, transported to hart
10/19/2020	cat at large	810 brook st	caught cat, transported to hart
10/19/2020	dog at large	cub foods ne	goa
10/21/2020	cat at large	215 hawkins dr	caught cat, transported to hart
			dog looks healthy, she has an appointment to have him
10/21/2020	follow up to dog bite on 10/11	colonywood apartment #303	euthanized today. She is afraid he may turn on her child.
10/23/2020	dog at large	811 west laurel st	caught dog, delivered to owner
10/26/2020	dog at large	421 south 9th st	caught dog, transported to hart
10/27/2020	cat at large	705 s 5th st	caught cat, transported to hart
10/28/2020	cat at large	1610 8th ave ne	caught cat, transported to hart
			was released by time I arrived, will
10/31/2020	dog bite at er	essentia health	follow up

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
Vendor 0011 - ACE HARDWARE:							
293119							
63424	ACE HARDWARE	12/03/2020	12/23/2020	6.60	6.60	Open	N
	SHOP REPLACEMENT SCREWS	pziemer					12/23/2020
237-3190-42220	REPAIR & MAINT			6.60			
293265							
63492	ACE HARDWARE	12/09/2020	12/23/2020	33.98	33.98	Open	N
	BAR OIL	pziemer					12/23/2020
238-3160-42220	REPAIR & MAINT			33.98			
293187							
63533	ACE HARDWARE	12/07/2020	12/23/2020	34.17	34.17	Open	N
	WD40, DUCT TAPE, NUTS/BOLTS	pziemer					12/23/2020
211-5500-42220	REPAIR & MAINT			34.17			
293408							
63610	ACE HARDWARE	12/16/2020	12/23/2020	82.13	82.13	Open	N
	CHAINSAW FILE AND GFCI RECEPTACLE	pziemer					12/23/2020
235-3100-42220	REPAIR & MAINT			82.13			
	Total for vendor 0011 - ACE HARDWARE:			156.88	156.88		
Vendor 2902 - ADVANCE AUTO PA:							
6574033680958							
63421	ADVANCE AUTO PARTS	12/01/2020	12/23/2020	14.35	14.35	Open	N
	RODDER AIR FILTER	pziemer					12/23/2020
237-3190-42220	REPAIR & MAINT			14.35			
6574033780987							
63422	ADVANCE AUTO PARTS	12/02/2020	12/23/2020	12.89	12.89	Open	N
	TRUCK 104 GAS CAP	pziemer					12/23/2020
238-3160-42220	REPAIR & MAINT			12.89			
6574034481229							
63496	ADVANCE AUTO PARTS	12/09/2020	12/23/2020	34.18	34.18	Open	N
	TRUCK 107 COOLANT	pziemer					12/23/2020
237-3190-42220	REPAIR & MAINT			34.18			
	Total for vendor 2902 - ADVANCE AUTO PA:			61.42	61.42		
Vendor 0039 - AMERIPRIDE LINE:							

12/17/2020 01:03 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

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EXP CHECK RUN DATES 12/21/2020 - 12/21/2020

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
2201408159							
63423	ARAMARK UNIFORM	12/03/2020	12/23/2020	60.18	60.18	Open	N
	RUGS AND OVERALLS	pziemer					12/23/2020
235-3100-43430	MISCELLANEOUS			60.18			
2201410984							
63516	ARAMARK UNIFORM	12/10/2020	12/23/2020	82.06	82.06	Open	N
	RUGS AND OVERALLS	pziemer					12/23/2020
235-3100-43430	MISCELLANEOUS			82.06			
	Total for vendor 0039 - AMERIPRIDE LINE:			142.24	142.24		

Vendor MISC - ANDREW JAMES LOUKS:

12/10/2020							
63570	ANDREW JAMES LOUKS	12/10/2020	12/23/2020	52.50	52.50	Open	N
	UNDERCOVER TOBACCO COMPLIANCE CHECKS	pziemer					12/23/2020
225-2120-42210	OPERATING SUPPLIES			52.50			
	Total for vendor MISC - ANDREW JAMES LOUKS:			52.50	52.50		

Vendor 3859 - ASL INTERPRETING SERVICES INC:

20.11284							
63476	ASL INTERPRETING SERVICES INC	12/01/2020	12/23/2020	20.00	20.00	Open	N
	INTERPRETING SERVICES	pziemer					12/23/2020
225-2120-43300	PROFESSIONAL SERVICES			20.00			
	Total for vendor 3859 - ASL INTERPRETING SERVICES INC:			20.00	20.00		

Vendor 0944 - ASPEN MILLS:

265637							
63557	ASPEN MILLS	12/09/2020	12/23/2020	147.96	147.96	Open	N
	UNIFORMS	pziemer					12/23/2020
225-2220-41113	UNIFORM ALLOWANCE			147.96			
	Total for vendor 0944 - ASPEN MILLS:			147.96	147.96		

Vendor 2740 - AT&T MOBILITY:

X12032020							
63562	AT&T MOBILITY	11/25/2020	12/23/2020	2,067.18	2,067.18	Open	N
	287287520356 PD CELL PHONES/COMP	pziemer					12/23/2020
225-2120-43309	COMPUTER TECHNICAL SUPPORT			802.83			
225-2120-43321	TELEPHONE			1,264.35			

12/17/2020 01:03 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

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EXP CHECK RUN DATES 12/21/2020 - 12/21/2020

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Inv Ref#	Description	Entered By					
	GL Distribution GRANT						
X12032020	AIRPORT						
63595	AT&T MOBILITY	11/25/2020	12/23/2020	58.85	58.85	Open	N
	ACCT 287291178494 10/26-11/25	pziemer					12/23/2020
	260-9020-43321 TELEPHONE			58.85			
BILL ADJ	CORRECTION						
63620	AT&T MOBILITY	12/17/2020	12/23/2020	1,349.98	1,349.98	Open	N
	TO CORRECT MIS-APPLIED PAYMENTS FOR	pziemer					12/23/2020
	101-1800-43321 TELEPHONE			71.64			
	101-1700-43321 TELEPHONE			143.28			
	101-2400-43321 TELEPHONE			71.64			
	101-1400-43321 TELEPHONE			71.64			
	235-3100-43321 TELEPHONE			45.85			
	203-9000-43321 TELEPHONE			35.82			
	101-1800-43321 TELEPHONE			27.32			
	101-1700-43321 TELEPHONE			54.64			
	101-2400-43321 TELEPHONE			27.32			
	101-1400-43321 TELEPHONE			27.32			
	235-3100-43321 TELEPHONE			49.86			
	203-9000-43321 TELEPHONE			48.66			
	101-1800-43321 TELEPHONE			98.96			
	101-1700-43321 TELEPHONE			197.92			
	101-2400-43321 TELEPHONE			98.96			
	101-1400-43321 TELEPHONE			98.96			
	235-3100-43321 TELEPHONE			95.71			
	203-9000-43321 TELEPHONE			84.48			
	Total for vendor 2740 - AT&T MOBILITY:			3,476.01	3,476.01		

Vendor 0065 - BOYER TRUCKS RO:

86235R

63525	BOYER TRUCKS ROGERS	10/23/2020	12/23/2020	162.12	162.12	Open	N
	JB80 LUBR - PENETRATING OIL	pziemer					12/23/2020
	235-3125-42220 PENETRATING OIL			162.12			

88591R

63574	BOYER TRUCKS ROGERS	12/15/2020	12/23/2020	64.49	64.49	Open	N
	TRUCK 109 IGNITION PANEL	pziemer					12/23/2020
	235-3125-42220 REPAIR & MAINT			64.49			

Total for vendor 0065 - BOYER TRUCKS RO:	226.61	226.61
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Vendor 0077 - BRAINERD HYDRAU:

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
18700							
63402	BRAINERD HYDRAULICS/AIR	12/04/2020	12/23/2020	13.95	13.95	Open	N
	TRUCK 126 HOSE FITTING	pziemer					12/23/2020
237-3190-42220	REPAIR & MAINT			13.95			
17363							
63517	BRAINERD HYDRAULICS/AIR	10/01/2020	12/23/2020	21.39	21.39	Open	N
	TRUCK 120V HYDRAULIC HOSE	pziemer					12/23/2020
237-3190-42220	REPAIR & MAINT			21.39			
	Total for vendor 0077 - BRAINERD HYDRAU:			35.34	35.34		

Vendor 0296 - BRAINERD PUBLIC:

2020 PC DIVIDEND

63404	BRAINERD PUBLIC UTILITIES	12/08/2020	12/23/2020	12,970.50	12,970.50	Open	N
	2020 BPU 50% PROPERTY/CASUALITY	pziemer					12/23/2020
101-0000-20850	DUE TO COMPONENT UNIT			12,970.50			

NOV 20/ENG

63498	BRAINERD PUBLIC UTILITIES	11/25/2020	12/23/2020	1,693.11	1,693.11	Open	N
	NOV 2020 UTILITIES	pziemer					12/23/2020
101-1940-43381	BPU UTILITIES			1,192.38			
101-1940-43381	BPU UTILITIES			236.95			
101-9200-43381	BPU UTILITIES			44.51			
101-9200-43381	BPU UTILITIES			75.81			
236-3180-43381	BPU UTILITIES			36.00			
401-1003-43380	UTILITIES			107.46			

NOV 20/FD

63499	BRAINERD PUBLIC UTILITIES	11/25/2020	12/23/2020	2,865.18	2,865.18	Open	N
	NOV 2020 UTILITIES FIRE DEPT	pziemer					12/23/2020
225-2220-43381	BPU UTILITIES			2,865.18			

NOV 2020/LIB

63500	BRAINERD PUBLIC UTILITIES	11/25/2020	12/23/2020	1,715.26	1,715.26	Open	N
	NOV 2020 LIBRARY UTILITIES	pziemer					12/23/2020
211-5500-43381	BPU UTILITIES			1,715.26			

NOV 20/PD

63501	BRAINERD PUBLIC UTILITIES	11/25/2020	12/23/2020	3,417.61	3,417.61	Open	N
	NOV 2020 POLICE DEPT UTILITIES	pziemer					12/23/2020
225-2120-43381	BPU UTILITIES			3,417.61			

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	GL Distribution GRANT						
NOV 20/PARKS							
63502	BRAINERD PUBLIC UTILITIES	11/25/2020	12/23/2020	3,095.24	3,095.24	Open	N
	NOV 2020 PARKS UTILITIES	pziemer					12/23/2020
230-5200-43381	BPU UTILITIES			3,095.24			
NOV 20/STREETS							
63503	BRAINERD PUBLIC UTILITIES	11/25/2020	12/23/2020	23,962.32	23,962.32	Open	N
	NOV 2020 STREET DEPT UTILITIES	pziemer					12/23/2020
235-3100-43381	BPU UTILITIES			23,962.32			
2ND HALF 2020							
63553	BRAINERD PUBLIC UTILITIES	12/14/2020	12/23/2020	11,493.19	11,493.19	Open	N
	TAX REMITTANCE 2ND HALF 2020	pziemer					12/23/2020
101-0000-20850	DUE TO COMPONENT UNIT			11,493.19			
12/11/2020							
63619	BRAINERD PUBLIC UTILITIES	12/11/2020	12/23/2020	137,179.69	137,179.69	Open	N
	REMIT LOCAL SALES TAX FROM	pziemer					12/23/2020
251-9360-43467	REMIT LOCAL SALES TAX COLLECT			137,179.69			
	Total for vendor 0296 - BRAINERD PUBLIC:			198,392.10	198,392.10		

Vendor 0929 - BRAUN INTERTEC:

B236079

63513	BRAUN INTERTEC CORP	12/10/2020	12/23/2020	1,217.00	1,217.00	Open	N
	NE AREA IMP 1321,1909,1916,1920,1921	pziemer					12/23/2020
401-1321-43300	PROFESSIONAL SERVICES			243.40			
401-1909-43300	PROFESSIONAL SERVICES			243.40			
401-1916-43300	PROFESSIONAL SERVICES			243.40			
401-9030-43300-19:20	PROFESSIONAL SERVICES			243.40			
401-1921-43300	PROFESSIONAL SERVICES			243.40			

B236084

63514	BRAUN INTERTEC CORP	12/10/2020	12/23/2020	348.75	348.75	Open	N
	IMP 17-08 THRU 12/4/2020	pziemer					12/23/2020
401-1708-43300	PROFESSIONAL SERVICES			348.75			

B236953

63599	BRAUN INTERTEC CORP	12/15/2020	12/23/2020	750.00	750.00	Open	N
	IMP 17:06, 17:07, 18:05 THRU	pziemer					12/23/2020
401-1706-43300	PROFESSIONAL SERVICES			472.50			
401-1707-43300	PROFESSIONAL SERVICES			262.50			
401-1805-43300	PROFESSIONAL SERVICES			15.00			
	Total for vendor 0929 - BRAUN INTERTEC:			2,315.75	2,315.75		

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
Vendor 0102 - CANON FINANCIAL:							
22201907							
63531	CANON FINANCIAL SERVICE	12/13/2020	12/23/2020	100.06	100.06	Open	N
	LIBRARY COPIER LEASE CONTRACT	pziemer					12/23/2020
211-5505-43430	MISC - COPY MACHINE PYMTS			100.06			
22201908							
63554	CANON FINANCIAL SERVICE	12/13/2020	12/23/2020	67.27	67.27	Open	N
	COPIER CONTRACT 12/20-1/19/21	pziemer					12/23/2020
225-2220-43331	LEASED PAYMENTS			67.27			
Total for vendor 0102 - CANON FINANCIAL:				167.33	167.33		
Vendor 3364 - CAPITAL ONE COM:							
12/01/2020							
63592	CAPITAL ONE COMMERCIAL	12/01/2020	12/23/2020	53.14	53.14	Open	N
	SHOP SUPPLIES/SCREWS/BUSHINGS	pziemer					12/23/2020
260-9020-42220	REPAIR & MAINT			53.14			
12/02/2020							
63593	CAPITAL ONE COMMERCIAL	12/02/2020	12/23/2020	(6.78)	(6.78)	Open	N
	BUSHINGS RETURN	pziemer					12/23/2020
260-9020-42220	REPAIR & MAINT			(6.78)			
LATE FEES							
63596	CAPITAL ONE COMMERCIAL	12/01/2020	12/23/2020	88.84	88.84	Open	N
	10/26-12/1 LATE FEE/FINANCE CHARGES	pziemer					12/23/2020
260-9020-43430	MISCELLANEOUS			88.84			
Total for vendor 3364 - CAPITAL ONE COM:				135.20	135.20		
Vendor 0447 - CDW GOVERNMENT, :							
4693512							
63406	CDW GOVERNMENT, INC	11/25/2020	12/23/2020	49.16	49.16	Open	N
	CREATIVE LABS SOUND BLASTER CARD	pziemer					12/23/2020
101-1800-42210	OPERATING SUPPLIES			49.16			
4781577							
63407	CDW GOVERNMENT, INC	11/30/2020	12/23/2020	1,017.87	1,017.87	Open	N
	VEEAM LICENSE	pziemer					12/23/2020
101-1800-43309	COMPUTER SUPPORT			1,017.87			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
4847558							
63408	CDW GOVERNMENT, INC	11/30/2020	12/23/2020	275.73	275.73	Open	N
	XEROX TONER	pziemer					12/23/2020
235-3100-42200	OFFICE SUPPLIES			275.73			
4836286							
63409	CDW GOVERNMENT, INC	12/01/2020	12/23/2020	667.46	667.46	Open	N
	XEROX TONER	pziemer					12/23/2020
235-3100-42200	OFFICE SUPPLIES			667.46			
	Total for vendor 0447 - CDW GOVERNMENT,:			2,010.22	2,010.22		

Vendor 0307 - CENTERPOINT ENE:

6032449-8/DEC 20							
63532	CENTERPOINT ENERGY	11/18/2020	12/23/2020	93.82	93.82	Open	N
	10/16-11/16 LIBRARY UTILITIES	pziemer					12/23/2020
211-5500-43380	UTILITIES			93.82			
	Total for vendor 0307 - CENTERPOINT ENE:			93.82	93.82		

Vendor 1343 - CHARTER COMMUNICATION:

0008065120820							
63573	CHARTER COMMUNICATIONS	12/08/2020	12/23/2020	46.90	46.90	Open	N
	PD BUSINESS TV	pziemer					12/23/2020
225-2120-43380	UTILITIES			46.90			
0055470120820							
63578	CHARTER COMMUNICATIONS	12/08/2020	12/23/2020	7.91	7.91	Open	N
	DECEMBER	pziemer					12/23/2020
225-2220-43380	UTILITIES			7.91			
	Total for vendor 1343 - CHARTER COMMUNICATION:			54.81	54.81		

Vendor 1653 - CIVICPLUS:

204921							
63009	CIVICPLUS	12/08/2020	12/23/2020	2,462.45	2,462.45	Open	N
	WEBSITE HOSTING SERVICE	pziemer					12/23/2020
101-1800-43309	COMPUTER SUPPORT			205.20			
101-0000-15510	PREPAID OTHER			2,257.25			
	Total for vendor 1653 - CIVICPLUS:			2,462.45	2,462.45		

Vendor 3378 - COLLINS BROTHER:

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
20-62475							
63563	COLLINS BROTHERS TOWING	11/04/2020	12/23/2020	40.00	40.00	Open	N
	ICR 20013711 DUI TOW	pziemer					12/23/2020
224-2150-42210	OPERATING SUPPLIES			40.00			
20-63472							
63564	COLLINS BROTHERS TOWING	11/15/2020	12/23/2020	40.00	40.00	Open	N
	ICR 20014195 DUI TOW	pziemer					12/23/2020
224-2150-42210	OPERATING SUPPLIES			40.00			
20-63613							
63565	COLLINS BROTHERS TOWING	11/17/2020	12/23/2020	40.00	40.00	Open	N
	ICR 20014263 DUI TOW	pziemer					12/23/2020
224-2150-42210	OPERATING SUPPLIES			40.00			
20-64063							
63566	COLLINS BROTHERS TOWING	11/30/2020	12/23/2020	65.00	65.00	Open	N
	ICR 20014588 DUI TOW	pziemer					12/23/2020
224-2150-42210	OPERATING SUPPLIES			65.00			
20-64085							
63567	COLLINS BROTHERS TOWING	11/27/2020	12/23/2020	40.00	40.00	Open	N
	ICR 20014628 DRUG TOW	pziemer					12/23/2020
223-2140-42210	OPERATING SUPPLIES			40.00			
20-63934							
63568	COLLINS BROTHERS TOWING	11/24/2020	12/23/2020	40.00	40.00	Open	N
	ICR 20014495 DRUG TOW	pziemer					12/23/2020
223-2140-42210	OPERATING SUPPLIES			40.00			
Total for vendor 3378 - COLLINS BROTHER:				265.00	265.00		
Vendor 3630 - CONCRETE IDEA I:							
2019-06 #6							
63590	CONCRETE IDEA INC	12/03/2020	12/23/2020	72,600.51	72,600.51	Open	N
	IMP 17-08 PAY REQ 6 - FINAL	pziemer					12/23/2020
401-1708-45530	PYMTS TO CONTRACTORS			72,600.51			
Total for vendor 3630 - CONCRETE IDEA I:				72,600.51	72,600.51		
Vendor 0125 - CONSOLIDATED TE:							
20842301							
63579	CONSOLIDATED TELEPHONE CO	12/12/2020	12/23/2020	76.32	76.32	Open	N
	12/12-1/11 STREETS PHONE/INTERNET	pziemer					12/23/2020

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Inv Ref#	Description	Entered By					
GL Distribution	GRANT						
235-3100-43321	TELEPHONE			76.32			
20838703/IT							
63582	CONSOLIDATED TELEPHONE CO	12/12/2020	12/23/2020	978.31	978.31	Open	N
12/12-1/11 IT PHONE/INTERNET		pziemer					12/23/2020
101-1800-43321	TELEPHONE			978.31			
20838703/ADM							
63583	CONSOLIDATED TELEPHONE CO	12/12/2020	12/23/2020	3.70	3.70	Open	N
12/12-1/11 ADMN PHONE		pziemer					12/23/2020
101-1400-43321	TELEPHONE			3.70			
20838703/COM DEV							
63584	CONSOLIDATED TELEPHONE CO	12/12/2020	12/23/2020	3.13	3.13	Open	N
12/12-1/11 COM DEV PHONE		pziemer					12/23/2020
101-2400-43321	TELEPHONE			2.26			
101-2400-43321	TELEPHONE			0.87			
20838703/ENG							
63585	CONSOLIDATED TELEPHONE CO	12/12/2020	12/23/2020	55.20	55.20	Open	N
12/12-1/11 ENG PHONE		pziemer					12/23/2020
101-1700-43321	TELEPHONE			1.32			
101-1940-43321	TELEPHONE			53.88			
20838703/TRANSIT							
63586	CONSOLIDATED TELEPHONE CO	12/12/2020	12/23/2020	4.50	4.50	Open	N
12/12-1/11 TRANSIT PHONE		pziemer					12/23/2020
203-9000-43321	TELEPHONE			4.50			
20838703/PD							
63587	CONSOLIDATED TELEPHONE CO	12/12/2020	12/23/2020	146.52	146.52	Open	N
12/12-1/11 PD PHONE/INTERNET		pziemer					12/23/2020
225-2120-43321	TELEPHONE			127.77			
225-2120-43309	COMPUTER TECHNICAL SUPPORT			18.75			
20838703/FD							
63588	CONSOLIDATED TELEPHONE CO	12/12/2020	12/23/2020	18.75	18.75	Open	N
12/12-1/11 FD INTERNET		pziemer					12/23/2020
225-2220-43321	TELEPHONE			18.75			
20838703/PARKS							
63589	CONSOLIDATED TELEPHONE CO	12/12/2020	12/23/2020	57.13	57.13	Open	N
12/12-1/11 PARKS PHONE		pziemer					12/23/2020
230-5200-43321	TELEPHONE			57.13			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
20838661							
63597	CONSOLIDATED TELEPHONE CO	12/12/2020	12/23/2020	609.08	609.08	Open	N
	12/12-1/11 AIRPORT PHONE/INTERNET	pziemer					12/23/2020
260-9020-43321	TELEPHONE			609.08			
Total for vendor 0125 - CONSOLIDATED TE:				1,952.64	1,952.64		

Vendor 3389 - CTC I.T.:

7671							
63418	CTC I.T.	12/01/2020	12/23/2020	125.00	125.00	Open	N
	NOV 2020 IT LABOR BILLING	pziemer					12/23/2020
101-1800-43300	PROFESSIONAL SERVICES			125.00			
Total for vendor 3389 - CTC I.T.:				125.00	125.00		

Vendor 0134 - CWC SANITARY LA:

158343							
63603	CWC SANITARY LANDFILL	12/07/2020	12/23/2020	14.00	14.00	Open	N
	PARKS FURNITURE LANDFILL	pziemer					12/23/2020
230-5200-43430	MISCELLANEOUS			14.00			
Total for vendor 0134 - CWC SANITARY LA:				14.00	14.00		

Vendor 0135 - CWC TREASURER:

3808							
63410	CWC TREASURER	12/01/2020	12/23/2020	10,000.00	10,000.00	Open	N
	DEC 2020 SHARED SERVICES	pziemer					12/23/2020
101-9200-43300	PROFESSIONAL SERVICES			9,375.00			
211-5500-43430	MISCELLANEOUS			625.00			
Total for vendor 0135 - CWC TREASURER:				10,000.00	10,000.00		

Vendor 3438 - D - D BEVERAGE,:

1321389							
63534	D - D BEVERAGE, LLC	11/23/2020	12/23/2020	150.70	150.70	Open	N
	TOILET TISSUE/PAPER TOWELS	pziemer					12/23/2020
211-5500-42220	REPAIR & MAINT			150.70			
Total for vendor 3438 - D - D BEVERAGE,:				150.70	150.70		

Vendor 1573 - DELL MARKETING:

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
10421063167							
63515	DELL MARKETING LP	10/01/2020	12/23/2020	1,741.64	1,741.64	Open	N
	COMPUTER EQUIPMENT	pziemer					12/23/2020
400-9050-45530	CAPITAL - OTHER			1,741.64			
	Total for vendor 1573 - DELL MARKETING:			1,741.64	1,741.64		

Vendor 3353 - DTM FLEET SERVI:

1002							
63569	DTM FLEET SERVICE	12/06/2020	12/23/2020	8,663.77	8,663.77	Open	N
	SQD 433 & 434 NEW SQUAD BUILD	pziemer					12/23/2020
400-9050-45530	CAPITAL - OTHER			8,663.77			
	Total for vendor 3353 - DTM FLEET SERVI:			8,663.77	8,663.77		

Vendor 2742 - DVS:

DSC569							
63468	DVS	11/19/2020	12/23/2020	26.00	26.00	Open	N
	SQD 498 REGISTRATION RENEWAL	pziemer					12/23/2020
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			26.00			
	Total for vendor 2742 - DVS:			26.00	26.00		

Vendor 1859 - ENTERPRISE FM T:

FBN4096092							
63519	ENTERPRISE FM TRUST	12/03/2020	12/23/2020	1,374.54	1,374.54	Open	N
	12/1-12/31 ENG VEHICLE LEASE	pziemer					12/23/2020
101-1700-43331	LEASE PAYMENTS			1,068.82			
101-1940-43331	LEASE PAYMENTS			305.72			
FBN4096092/PD							
63520	ENTERPRISE FM TRUST	12/03/2020	12/23/2020	7,192.67	7,192.67	Open	N
	12/01-12/31 PD VEHICLE LEASE	pziemer					12/23/2020
225-2120-43331	LEASED PAYMENTS			7,192.67			
FBN4096092/FD							
63521	ENTERPRISE FM TRUST	12/03/2020	12/23/2020	849.48	849.48	Open	N
	12/01-12/31 VEHICLE LEASE	pziemer					12/23/2020
225-2220-43331	LEASED PAYMENTS			849.48			
FBN4096092/PARKS							
63522	ENTERPRISE FM TRUST	12/03/2020	12/23/2020	2,427.05	2,427.05	Open	N
	12/01-12/31 PARKS VEHICLE LEASE	pziemer					12/23/2020
230-5200-43331	LEASE PAYMENTS			2,427.05			

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
FBN4096092/STREETS							
63523	ENTERPRISE FM TRUST	12/03/2020	12/23/2020	1,881.27	1,881.27	Open	N
	12/01-12/31 VEHICLE LEASE	pziemer					12/23/2020
235-3100-43331	LEASE PAYMENTS			1,881.27			
FBN4096092/COM DEV							
63524	ENTERPRISE FM TRUST	12/03/2020	12/23/2020	357.61	357.61	Open	N
	12/01-12/31 COM DEV VEHICLE LEASE	pziemer					12/23/2020
101-2400-43331	LEASE EXPENSE			357.61			
Total for vendor 1859 - ENTERPRISE FM T:				14,082.62	14,082.62		
Vendor 3544 - ERKENS WATER:							
324686							
63556	ERKENS WATER	11/11/2020	12/23/2020	24.30	24.30	Open	N
	SOLAR SALT	pziemer					12/23/2020
225-2220-42210	OPERATING SUPPLIES			24.30			
Total for vendor 3544 - ERKENS WATER:				24.30	24.30		
Vendor 1815 - F.I.R.E. CROSSL:							
4713							
63555	F.I.R.E. CROSSLAKE	12/07/2020	12/23/2020	250.00	250.00	Open	N
	TRAINING	pziemer					12/23/2020
225-2220-43330	PROFESSIONAL DEVELOPMENT			250.00			
Total for vendor 1815 - F.I.R.E. CROSSL:				250.00	250.00		
Vendor 0170 - FASTENAL COMPAN:							
MNBAX241325							
63604	FASTENAL COMPANY	11/30/2020	12/23/2020	75.14	75.14	Open	N
	FASTENERS - SHOP	pziemer					12/23/2020
230-5200-42220	REPAIR & MAINT			75.14			
Total for vendor 0170 - FASTENAL COMPAN:				75.14	75.14		
Vendor 0071 - FORUM COMMUNICA:							
2231280							
63490	FORUM COMMUNICATIONS COMPANY	11/30/2020	12/23/2020	496.93	496.93	Open	N
	NOV 2020 LEGAL NOTICES	pziemer					12/23/2020
101-2400-43350	PRINTING/LEGAL PUBLICATION			170.28			
101-2400-43350	PRINTING/LEGAL PUBLICATION			326.65			
Total for vendor 0071 - FORUM COMMUNICA:				496.93	496.93		

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GL Distribution	GRANT						
Vendor 1913 - GRAND FORKS FIR:							
30385							
63576	GRAND FORKS FIRE EQUIPMENT LLC	12/08/2020	12/23/2020	901.14	901.14	Open	N
	BOOTS X2	pziemer					12/23/2020
225-2220-42250	PERSONAL PROTECTIVE GEAR			901.14			
30342							
63577	GRAND FORKS FIRE EQUIPMENT LLC	12/07/2020	12/23/2020	1,255.75	1,255.75	Open	N
	RESCUE EQUIPMENT	pziemer					12/23/2020
225-2220-42210	OPERATING SUPPLIES			1,255.75			
	Total for vendor 1913 - GRAND FORKS FIR:			2,156.89	2,156.89		
Vendor 2377 - GRANITE ELECTRO:							
150008337-1							
63575	GRANITE ELECTRONICS	12/04/2020	12/23/2020	215.00	215.00	Open	N
	PAGER BATTERIES	pziemer					12/23/2020
225-2220-42210	OPERATING SUPPLIES			215.00			
	Total for vendor 2377 - GRANITE ELECTRO:			215.00	215.00		
Vendor 0200 - HEARTLAND ANIMA:							
NOV 2020							
63405	HEARTLAND ANIMAL RESCUE	11/30/2020	12/23/2020	2,684.00	2,684.00	Open	N
	NOV 20 ADMIN/BOARDING	pziemer					12/23/2020
225-2700-43300	PROFESSIONAL SERVICES			1,812.00			
225-2700-43430	MISCELLANEOUS			872.00			
	Total for vendor 0200 - HEARTLAND ANIMA:			2,684.00	2,684.00		
Vendor 0203 - HOLDEN ELECTRIC:							
60806 -2							
63560	HOLDEN ELECTRIC	11/30/2020	12/23/2020	147.90	147.90	Open	N
	UNPAID PORTION INV 60806	pziemer					12/23/2020
280-2090-45500	2020 CITY HALL ROOF FIRE			147.90			
	Total for vendor 0203 - HOLDEN ELECTRIC:			147.90	147.90		
Vendor 3636 - HRGREEN:							
139808							
63420	HRGREEN	12/03/2020	12/23/2020	8,136.00	8,136.00	Open	N
	IMP 14-15 CONSULTING/EXPERT WITNESS	pziemer					12/23/2020

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	GL Distribution GRANT						
401-1415-43300	PROFESSIONAL SERVICES			8,136.00			
139741							
63475	HRGREEN	12/01/2020	12/23/2020	4,076.00	4,076.00	Open	N
	BRAINERD MN H & H MODEL	pziemer					12/23/2020
401-9030-43300-20:08	PROFESSIONAL SERVICES			4,076.00			
	Total for vendor 3636 - HRGREEN:			12,212.00	12,212.00		

Vendor 3795 - INDEPENDENT TESTING TECHNOLOGIES:

38618							
63417	INDEPENDENT TESTING TECHNOLOGIES	11/30/2020	12/23/2020	350.00	350.00	Open	N
	IMP 19-10 NE STREET RESURFACING	pziemer					12/23/2020
401-1910-45530	PAYMENTS TO CONTRACTORS			350.00			
	Total for vendor 3795 - INDEPENDENT TESTING TECHNOLOGIES:			350.00	350.00		

Vendor 3421 - JOBSHQ:

2865358							
63594	JOBSHQ	10/31/2020	12/23/2020	869.50	869.50	Open	N
	CLASSFIED JOB POSTING FOR ARFF	pziemer					12/23/2020
260-9020-43340	ADVERTISING/PROMOTION			869.50			
	Total for vendor 3421 - JOBSHQ:			869.50	869.50		

Vendor 0220 - KENNEDY & GRAVE:

157857							
63497	KENNEDY & GRAVEN	11/13/2020	12/23/2020	525.00	525.00	Open	N
	SALE OF INDUSTRIAL PARK LOTS	pziemer					12/23/2020
295-0000-20600	DEPOSITS PAYABLE			525.00			
158540							
63518	KENNEDY & GRAVEN	11/30/2020	12/23/2020	50.00	50.00	Open	N
	SALE OF INDUSTRIAL PARK LOTS	pziemer					12/23/2020
295-0000-20600	DEPOSITS PAYABLE			50.00			
	Total for vendor 0220 - KENNEDY & GRAVE:			575.00	575.00		

Vendor 0221 - KITCHIGAMI REGI:

113020							
63536	KITCHIGAMI REG LIBRARY	12/15/2020	12/23/2020	335.58	335.58	Open	N
	WINTER READING INCENTIVES	pziemer					12/23/2020
211-5503-43430	MISC - USE OF HOLDEN TRUST			335.58			
	Total for vendor 0221 - KITCHIGAMI REGI:			335.58	335.58		

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GL Distribution	GRANT						

Vendor 3545 - KITCHIGAMI REGI:

12142020

63537	KITCHIGAMI REGIONAL LIBRARY - CC	12/14/2020	12/23/2020	51.00	51.00	Open	N
	10/29-12/10 CREDIT CARD CHARGES	ptiemer					12/23/2020
211-0000-20800	DUE TO OTHER GOVT UNITS			51.00			
	Total for vendor 3545 - KITCHIGAMI REGI:			51.00	51.00		

Vendor 2396 - KNIFE RIVER:

PAY REQ 4 19-10

63403	KNIFE RIVER	12/07/2020	12/23/2020	14,249.05	14,249.05	Open	N
	IMP 19-10 2020 BRD NE RESURFACING	pziemer					12/23/2020
401-1910-45530	PAYMENTS TO CONTRACTORS			14,249.05			
	Total for vendor 2396 - KNIFE RIVER:			14,249.05	14,249.05		

Vendor 3637 - LAKES AREA PROF:

721 2ND AVE

63539	LAKES AREA PROFESSIONAL SERVICES	12/09/2020	12/23/2020	8,000.00	8,000.00	Open	N
	SC1-104-20 721 2ND AVE NE SCDP	pziemer					12/23/2020
202-6324-45510	NE BRAIN CAPITAL - RESDIENTIAL			8,000.00			
	Total for vendor 3637 - LAKES AREA PROF:			8,000.00	8,000.00		

Vendor 0235 - LITTLE FALLS MA:

359838

63413	LITTLE FALLS MACHINE INC	11/30/2020	12/23/2020	273.01	273.01	Open	N
	SPINNER POLYW/HUB	pziemer					12/23/2020
235-3125-42220	SANDER SPINNER WHEEL			273.01			
	Total for vendor 0235 - LITTLE FALLS MA:			273.01	273.01		

Vendor 0619 - LMC:

326444

63415	LEAGUE OF MN CITIES	12/01/2020	12/23/2020	12,740.00	12,740.00	Open	N
	2020-2021 MEMBERSHIP DUES	pziemer					12/23/2020
101-9200-43430	MISCELLANEOUS			12,740.00			
	Total for vendor 0619 - LMC:			<u>12,740.00</u>	<u>12,740.00</u>		

Vendor 1753 - MARCO:

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
INV8133811							
63008	MARCO	11/05/2020	12/09/2020	600.00	600.00	Open	N
	MARCO - FIRE CAMERAS MISC	pziemer					12/09/2020
229-0000-43300	PROFESSIONAL SERVICES			600.00			
INV8186579							
63374	MARCO	11/20/2020	12/09/2020	1,248.75	1,248.75	Open	N
	MIGRATION OFFICE365	pziemer					12/09/2020
101-1800-43300	PROFESSIONAL SERVICES			1,248.75			
INV8195118							
63414	MARCO	11/24/2020	12/23/2020	2,535.00	2,535.00	Open	N
	DUO PROJECT MANAGEMENT	pziemer					12/23/2020
101-1800-43300	PROFESSIONAL SERVICES			2,535.00			
Total for vendor 1753 - MARCO:				4,383.75	4,383.75		
Vendor 0243 - MARCO FINANCING:							
430838706							
63571	MARCO FINANCING	12/07/2020	12/23/2020	835.50	835.50	Open	N
	QUARTERLY COPIER LEASE 1/1/21-	pziemer					12/23/2020
225-2120-43331	LEASED PAYMENTS			835.50			
Total for vendor 0243 - MARCO FINANCING:				835.50	835.50		
Vendor MISC - MEDICA:							
20-0000512							
63559	MEDICA	12/14/2020	12/23/2020	1,000.00	1,000.00	Open	N
	DAR OVERPAYMENT OF BRD TRANSIT	pziemer					12/23/2020
203-0000-34910	BUS REVENUE			1,000.00			
Total for vendor MISC - MEDICA:				1,000.00	1,000.00		
Vendor 0889 - MENARDS - BAXTE:							
45068							
63605	MENARDS - BAXTER	11/20/2020	12/23/2020	972.06	972.06	Open	N
	LUMBER - PICNIC TABLES, BATTERIES,	pziemer					12/23/2020
230-5200-42220	REPAIR & MAINT			972.06			
45651							
63606	MENARDS - BAXTER	11/30/2020	12/23/2020	103.47	103.47	Open	N
	GLOVES - COVID, DECK SCREWS	pziemer					12/23/2020
230-5200-42220	REPAIR & MAINT			44.91			
230-5200-42220	REPAIR & MAINT			58.56			

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	GL Distribution GRANT						
46052							
63607	MENARDS - BAXTER	12/07/2020	12/23/2020	66.57	66.57	Open	N
	FAUCET - LMP BREAK ROOM	pziemer					12/23/2020
230-5200-42220	REPAIR & MAINT			66.57			
	Total for vendor 0889 - MENARDS - BAXTE:			1,142.10	1,142.10		
Vendor 3394 - MIDWEST MACHINE:							
2300636							
63608	MIDWEST MACHINERY CO	12/09/2020	12/23/2020	10.17	10.17	Open	N
	FILTER/NEEDLE KIT/FLOAT	pziemer					12/23/2020
230-5200-42220	REPAIR & MAINT			10.17			
	Total for vendor 3394 - MIDWEST MACHINE:			10.17	10.17		
Vendor 0264 - MN DEPT LABOR &:							
ABR0248420X							
63411	MN DEPT LABOR & INDUSTRY	12/02/2020	12/23/2020	10.00	10.00	Open	N
	2020 ANNUAL PRESSURE VESSEL	pziemer					12/23/2020
235-3100-42220	REPAIR & MAINT			10.00			
ABR0248565X							
63412	MN DEPT LABOR & INDUSTRY	12/01/2020	12/23/2020	10.00	10.00	Open	N
	2020 ANNUAL BOILER REGISTRATION	pziemer					12/23/2020
101-1940-42220	REPAIR & MAINT			10.00			
	Total for vendor 0264 - MN DEPT LABOR &:			20.00	20.00		
Vendor 3168 - MOTORS-N-MORE:							
28028							
63469	MOTORS-N-MORE	12/07/2020	12/23/2020	23.00	23.00	Open	N
	SQD 432 OIL CHANGE	pziemer					12/23/2020
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			23.00			
28029							
63470	MOTORS-N-MORE	12/08/2020	12/23/2020	23.00	23.00	Open	N
	SQD 427 OIL CHANGE	pziemer					12/23/2020
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			23.00			
28030							
63572	MOTORS-N-MORE	12/08/2020	12/23/2020	43.00	43.00	Open	N
	SQD 428 OIL CHANGE/ROTATE TIRES	pziemer					12/23/2020
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			43.00			
	Total for vendor 3168 - MOTORS-N-MORE:			89.00	89.00		

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GL Distribution	GRANT						
Vendor 3861 - NATHAN D. ENGEN:							
9/6/19							
63600	NATHAN D. ENGEN	10/01/2020	12/23/2020	361.00	361.00	Open	N
	TRANSCRIPT - REESE 8/13/2019	pziemer					12/23/2020
401-1415-43300	PROFESSIONAL SERVICES			361.00			
1/21/20							
63601	NATHAN D. ENGEN	10/01/2020	12/23/2020	1,641.00	1,641.00	Open	N
	TRANSCRIPT - MERTEN, HYATT - DEC	pziemer					12/23/2020
401-1415-43300	PROFESSIONAL SERVICES			1,641.00			
7/26/19							
63611	NATHAN D. ENGEN	10/01/2020	12/23/2020	711.00	711.00	Open	N
	TRANSCRIPT - HEDLUND - WORM 6/8/19	pziemer					12/23/2020
401-1415-43300	PROFESSIONAL SERVICES			711.00			
	Total for vendor 3861 - NATHAN D. ENGEN:			2,713.00	2,713.00		
Vendor 0284 - OFFICE SHOP:							
1088882-1							
63494	OFFICE SHOP	12/09/2020	12/23/2020	5.00	5.00	Open	N
	OFFICE SUPPLIES - TRANSIT	pziemer					12/23/2020
203-9000-42200	OFFICE SUPPLIES			5.00			
1088882-0							
63495	OFFICE SHOP	12/08/2020	12/23/2020	33.23	33.23	Open	N
	OFFICE SUPPLIES - TRANSIT	pziemer					12/23/2020
203-9000-42200	OFFICE SUPPLIES			33.23			
	Total for vendor 0284 - OFFICE SHOP:			38.23	38.23		
Vendor 0291 - PIKE PLUMBING A:							
77490							
63609	PIKE PLUMBING AND HEATING	12/08/2020	12/23/2020	100.00	100.00	Open	N
	ANNUAL BACKFLOW PREVENTER TESTING-	pziemer					12/23/2020
230-5200-42220	REPAIR & MAINT			100.00			
	Total for vendor 0291 - PIKE PLUMBING A:			100.00	100.00		
Vendor 3436 - PRODUCTIVE ALTE:							
INV00065739							
63530	PRODUCTIVE ALTERNATIVES	11/30/2020	12/23/2020	53,728.44	53,728.44	Open	N
	NOV 2020 3RD PARTY TRANSIT SERVICES	pziemer					12/23/2020

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	GL Distribution	GRANT					
203-9000-42212	MOTOR FUELS			2,054.22			
203-9000-43401	VEHICLE REPAIRS			1,416.53			
203-9000-43440	TRANSIT SERVICE CONTRACT PY			50,257.69			
	Total for vendor 3436 - PRODUCTIVE ALTE:			53,728.44	53,728.44		

Vendor 3413 - RATWIK, ROSZAK:

OCT 2020

63510	RATWIK, ROSZAK AND MALONEY	11/01/2020	12/23/2020	10,961.24	10,961.24	Open	N
	OCTOBER 2020 RETAINER/SPECIAL	pziemer					12/23/2020
101-1610-43301	CITY ATTORNEY			4,307.11			
101-0000-14100	DUE FROM COMPONENT UNIT			105.00			
101-1610-43301	CITY ATTORNEY			5,604.13			
401-1415-43300	PROFESSIONAL SERVICES			720.00			
401-1901-43300	PROFESSIONAL SERVICES			15.00			
401-1613-43300	PROFESSIONAL SERVICES			210.00			
	Total for vendor 3413 - RATWIK, ROSZAK:			10,961.24	10,961.24		

Vendor 3768 - SADUSKY RENOVATIONS:

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63616	SADUSKY RENOVATIONS	11/05/2020	12/23/2020	6,830.30	6,830.30	Open	N
	INSPECTION SERVICES THRU 10/27/20	pziemer					12/23/2020
101-2400-43300	PROFESSIONAL SERVICES			6,830.30			

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63617	SADUSKY RENOVATIONS	12/02/2020	12/23/2020	1,004.15	1,004.15	Open	N
	INSPECTION SERVICES THRU 11/30/20	pziemer					12/23/2020
101-2400-43300	PROFESSIONAL SERVICES			1,004.15			
	Total for vendor 3768 - SADUSKY RENOVATIONS:			7,834.45	7,834.45		

Vendor 1636 - SCR - NORTHERN:

W32070

63538	SCR - NORTHERN BAXTER	11/30/2020	12/23/2020	218.00	218.00	Open	N
	DIAGNOSING BOILER ISSUES	pziemer					12/23/2020
211-5500-42220	REPAIR & MAINT			218.00			
	Total for vendor 1636 - SCR - NORTHERN:			218.00	218.00		

Vendor 0317 - SHORT ELLIOTT :

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
397540							
63493	SHORT ELLIOTT HENDRICKSON	12/09/2020	12/23/2020	3,856.03	3,856.03	Open	N
	IMP 20:07 THRU 11/28/20	pziemer					12/23/2020
401-9030-43300-20:07	PROFESSIONAL SERVICES			1,928.02			
101-0000-14100	DUE FROM COMPONENT UNIT			1,928.01			
396889							
63612	SHORT ELLIOTT HENDRICKSON	12/02/2020	12/23/2020	1,924.72	1,924.72	Open	N
	IMP 17:06, 17:07. 18:05 THRU	pziemer					12/23/2020
401-1706-43300	PROFESSIONAL SERVICES			1,212.57			
401-1707-43300	PROFESSIONAL SERVICES			673.65			
401-1805-43300	PROFESSIONAL SERVICES			38.50			
397837							
63613	SHORT ELLIOTT HENDRICKSON	12/15/2020	12/23/2020	5,653.58	5,653.58	Open	N
	IMP 19:02 THRU 11/28/20	pziemer					12/23/2020
401-1902-43300	PROFESSIONAL SERVICES			5,653.58			
398016							
63614	SHORT ELLIOTT HENDRICKSON	12/15/2020	12/23/2020	1,441.14	1,441.14	Open	N
	IMP 17:08 THRU 11/30/2020	pziemer					12/23/2020
401-1708-43300	PROFESSIONAL SERVICES			1,441.14			
397838							
63615	SHORT ELLIOTT HENDRICKSON	12/15/2020	12/23/2020	1,377.49	1,377.49	Open	N
	IMP 18:15 TRUNK HWY 25 THRU	pziemer					12/23/2020
401-1815-43300	PROFESSIONAL SERVICES			1,377.49			
Total for vendor 0317 - SHORT ELLIOTT :				14,252.96	14,252.96		
Vendor 2589 - STAPLES ADVANTA:							
3463168929							
63471	STAPLES ADVANTAGE	11/28/2020	12/23/2020	59.80	59.80	Open	N
	EVIDENCE LABLES/PAGE PROTECTORS	pziemer					12/23/2020
225-2120-42210	OPERATING SUPPLIES			37.02			
225-2120-42200	OFFICE SUPPLIES			22.78			
Total for vendor 2589 - STAPLES ADVANTA:				59.80	59.80		
Vendor 3599 - STOUT HYDROSEED:							
1857							
63474	STOUT HYDROSEEDING & FERTILIZING	10/01/2020	12/23/2020	45.00	45.00	Open	N
	CITY HALL FINAL 2020	pziemer					12/23/2020
101-1940-42220	REPAIR & MAINT			45.00			

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
Total for vendor 3599 - STOUT HYDROSEED:				45.00	45.00		

Vendor 0322 - STREICHERS PROF:

CM287531

63472	STREICHERS PROF EQUIP	11/27/2020	12/23/2020	(94.98)	(94.98)	Open	N
	724TZ INITIAL ISSUE CREDIT	pziemer					12/23/2020
225-2120-41113	UNIFORM ALLOWANCE			(94.98)			

I1468355

63473	STREICHERS PROF EQUIP	12/02/2020	12/23/2020	153.97	153.97	Open	N
	724TA INITIAL ISSUE	pziemer					12/23/2020
225-2120-41113	UNIFORM ALLOWANCE			153.97			

Total for vendor 0322 - STREICHERS PROF:	58.99	58.99
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Vendor 3838 - SWANSON HASKAMP:

997

63401	SWANSON HASKAMP CONSULTING	12/07/2020	12/23/2020	5,162.50	5,162.50	Open	N
	ZONING CODE UPDATE	pziemer					12/23/2020
	400-9050-45530	CAPITAL - OTHER		5,162.50			

Total for vendor 3838 - SWANSON HASKAMP:	5,162.50	5,162.50
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Vendor 1438 - TIM THOMPSON PL:

1595

63580	TIM THOMPSON PLUMBING LLC	12/10/2020	12/23/2020	4,107.00	4,107.00	Open	N
	401 B STREET REPAIRS	pziemer					12/23/2020
	237-3190-42220	REPAIR & MAINT		4,107.00			

Total for vendor 1438 - TIM THOMPSON PL:	4,107.00	4,107.00
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Vendor 1612 - US BANK:

5950355

63416	US BANK	11/25/2020	12/23/2020	500.00	500.00	Open	N
	MN GO IMP BONDS 2010A	pziemer					12/23/2020
309-7800-46620	PAYING AGENT FEES			500.00			

Total for vendor 1612 - US BANK:	500.00	500.00
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Vendor 0344 - WASTE PARTNERS:

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User: pziemer
DB: Brainerd

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
0BX00124							
63535	WASTE PARTNERS INC	11/30/2020	12/23/2020	101.16	101.16	Open	N
	LIBRARY WASTE DISPOSAL	pziemer					12/23/2020
211-5500-43380	UTILITIES			101.16			
Total for vendor 0344 - WASTE PARTNERS:				101.16	101.16		
Vendor 3199 - WEX BANK:							
68789454/FIRE							
63504	WEX BANK	11/30/2020	12/22/2020	260.59	260.59	Open	N
	NOV 2020 WEX FUEL	pziemer					12/22/2020
225-2220-42212	MOTOR FUELS			260.59			
68789454/COM DEV							
63505	WEX BANK	11/30/2020	12/22/2020	41.61	41.61	Open	N
	NOV 2020 COM DEV FUEL	pziemer					12/22/2020
101-2400-42212	MOTOR FUELS			41.61			
68789454/PARKS							
63506	WEX BANK	11/30/2020	12/22/2020	235.00	235.00	Open	N
	NOV 2020 PARKS FUEL	pziemer					12/22/2020
230-5200-42212	MOTOR FUELS			235.00			
68789454/POC							
63507	WEX BANK	11/30/2020	12/22/2020	364.97	364.97	Open	N
	NOV 2020 POC MOTOR FUELS	pziemer					12/22/2020
225-2220-42212	MOTOR FUELS			364.97			
68789454/POLICE							
63508*	WEX BANK	11/30/2020	12/22/2020	2,440.35	2,440.35	Open	N
	NOV 2020 POLICE MOTOR FUELS	pziemer					12/22/2020
225-2120-42212	MOTOR FUELS			2,505.89			
225-2120-42212	MOTOR FUELS			(65.54)			
68789454/STREETS							
63509	WEX BANK	11/30/2020	12/22/2020	2,728.91	2,728.91	Open	N
	NOV 2020 STREETS FUEL	pziemer					12/22/2020
237-3190-42212	MOTOR FUELS			178.51			
235-3100-42212	MOTOR FUELS			2,550.40			
Total for vendor 3199 - WEX BANK:				6,071.43	6,071.43		

Vendor 0346 - WIDSETH SMITH N:

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DB: Brainerd

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
208451							
63581	WIDSETH SMITH NOLTING	12/08/2020	12/23/2020	2,386.50	2,386.50	Open	N
	ST & SWR REMODEL & ADDITION	pziemer					12/23/2020
400-2001-43300	PROFESSIONAL SERVICES			2,386.50			
	Total for vendor 0346 - WIDSETH SMITH N:			2,386.50	2,386.50		
Vendor 1159 - WINNERS TROPHY/:							
11246							
63419	WINNERS TROPHY	11/23/2020	12/23/2020	397.10	397.10	Open	N
	2021 DOG TAGS	pziemer					12/23/2020
101-9200-42210	OPERATING SUPPLIES			397.10			
11255							
63558	WINNERS TROPHY	12/02/2020	12/23/2020	94.90	94.90	Open	N
	FIREFIGHTER OF THE YEAR PLAQUE	pziemer					12/23/2020
225-2220-42210	OPERATING SUPPLIES			94.90			
	Total for vendor 1159 - WINNERS TROPHY/:			492.00	492.00		
Vendor 2572 - WULF, JAMES:							
12/03/2020							
63598	WULF, JAMES	12/03/2020	12/23/2020	50.00	50.00	Open	N
	BOOT REMIBURSE 12/3/2020	pziemer					12/23/2020
260-9020-42209	SAFETY EQUIPMENT SUPPLIES			50.00			
	Total for vendor 2572 - WULF, JAMES:			50.00	50.00		
Vendor 0354 - ZIEGLER, INC:							
PC190098770							
63511	ZIEGLER, INC	10/24/2020	12/23/2020	521.89	521.89	Open	N
	MOTOR GRADER WING CUTTING EDGE	pziemer					12/23/2020
235-3125-42220	REPAIR & MAINT			521.89			
PC190098305							
63512	ZIEGLER, INC	10/07/2020	12/23/2020	88.64	88.64	Open	N
	TRUCK 126V HARDWARE	pziemer					12/23/2020
237-3190-42220	REPAIR & MAINT			88.64			
PC190100040							
63561	ZIEGLER, INC	12/15/2020	12/23/2020	281.73	281.73	Open	N
	GRADER 113 MOLD BOARD SHIMS	pziemer					12/23/2020
238-3160-42220	REPAIR & MAINT			281.73			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
PC190100079							
63602	ZIEGLER, INC	12/16/2020	12/23/2020	387.10	387.10	Open	N
	GRADER 113 MOLD BOARD SHIM PLATES	pziemer					12/23/2020
238-3160-42220	REPAIR & MAINT			387.10			
	Total for vendor 0354 - ZIEGLER, INC:			1,279.36	1,279.36		

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

Vendor 0011 - ACE HARDWARE:

10/27/2020							
63439	ACE HARDWARE	10/27/2020	12/23/2020	35.18	35.18	Open	N
	EXIT SIGNS - ELECTIONS	pziemer					12/23/2020
101-1410-42210	OPERATING SUPPLIES			35.18			
	Total for vendor 0011 - ACE HARDWARE:			35.18	35.18		

Vendor MISC - MN STATE COLLEGES:

10/27/2020							
63440	MN STATE COLLEGES	10/27/2020	12/23/2020	215.00	215.00	Open	N
	CONST. SITE MANAGER - LARSON	pziemer					12/23/2020
401-0000-15510	PREPAID OTHER			215.00			
	Total for vendor MISC - MN STATE COLLEGES:			215.00	215.00		

Total PCard: 2257 U.S. BANK Card Holder: ADMIN

250.18 250.18

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date

GL Distribution GRANT

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

Vendor 3696 - BOXNET:

10/14/2020							
63428	BOX	10/14/2020	12/23/2020	25.00	25.00	Open	N
	BOXNET SERVICES	pziemer					12/23/2020
401-1415-43430	MISCELLANEOUS			25.00			
11/14/2020							
63443	BOX	11/14/2020	12/23/2020	25.00	25.00	Open	N
	BOXNET SERVICES	pziemer					12/23/2020
401-1415-43430	MISCELLANEOUS			25.00			
	Total for vendor 3696 - BOXNET:			50.00	50.00		

Vendor MISC - MN STATE COLLEGES:

10/28/2020							
63434	MN STATE COLLEGES	10/28/2020	12/23/2020	500.00	500.00	Open	N
	GRADING/CONCRETE RECERTIFICATION -	pziemer					12/23/2020
401-0000-15510	PREPAID OTHER			500.00			
10/08/2020							
63435	MN STATE COLLEGES	10/08/2020	12/23/2020	500.00	500.00	Open	N
	CONCRETE/BITUMINOUS RECERT - PRATT	pziemer					12/23/2020
401-0000-15510	PREPAID OTHER			500.00			
10/27/2020							
63441	MN STATE COLLEGES	10/27/2020	12/23/2020	155.00	155.00	Open	N
	DESIGN OF CONST. RECERT - LARSON	pziemer					12/23/2020
401-0000-15510	PREPAID OTHER			155.00			
	Total for vendor MISC - MN STATE COLLEGES:			1,155.00	1,155.00		

Vendor 3028 - UNIVERSITY OF M:

11/20/20							
63430	UNIVERSITY OF MINNESOTA	11/20/2020	12/23/2020	235.00	235.00	Open	N
	FLADUNG CEAM CONFERENCE REGISTRATION	pziemer					12/23/2020
401-0000-15510	PREPAID OTHER			235.00			
11/20//20 -2							
63431	UNIVERSITY OF MINNESOTA	11/20/2020	12/23/2020	235.00	235.00	Open	N
	SANDY CEAM CONFERENCE REGISTRATION	pziemer					12/23/2020
401-0000-15510	PREPAID OTHER			235.00			
	Total for vendor 3028 - UNIVERSITY OF M:			470.00	470.00		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						

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

Total PCard: 2257 U.S. BANK Card Holder: ENG	1,675.00	1,675.00
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date

GL Distribution GRANT

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

Vendor 3698 - AMAZON:

11/02/2020							
63543	AMAZON	11/02/2020	12/23/2020	17.09	17.09	Open	N
	RESCUE TASK FORCE PATCH	pziemer					12/23/2020
225-2220-41113	UNIFORM ALLOWANCE			17.09			
11/09/2020							
63545	AMAZON	11/09/2020	12/23/2020	119.63	119.63	Open	N
	PVC RESCUE PATCH	pziemer					12/23/2020
225-2220-41113	UNIFORM ALLOWANCE			119.63			
11/02/2020 -2							
63549	AMAZON	11/02/2020	12/23/2020	116.47	116.47	Open	N
	TOURNIQUETS	pziemer					12/23/2020
225-2220-42210	OPERATING SUPPLIES			116.47			
	Total for vendor 3698 - AMAZON:			253.19	253.19		

Vendor 3706 - BEST BUY:

11/02/2020							
63541	BEST BUY	11/02/2020	12/23/2020	69.99	69.99	Open	N
	SECURITY CAMERA MONITOR	pziemer					12/23/2020
225-2220-43309	COMPUTER TECHNICAL SUPPORT			69.99			
11/17/2020							
63546	BEST BUY	11/17/2020	12/23/2020	139.98	139.98	Open	N
	SECURITY CAMERA MONITORS	pziemer					12/23/2020
225-2220-43309	COMPUTER TECHNICAL SUPPORT			139.98			
	Total for vendor 3706 - BEST BUY:			209.97	209.97		

Vendor MISC - DROPBOX:

11/01/2020							
63540	DROPBOX	11/01/2020	12/23/2020	119.88	119.88	Open	N
	DROPBOX PLUS 11/01/2020-11/01/2021	pziemer					12/23/2020
225-2220-43433	DUES & SUBSCRIPTIONS			119.88			
	Total for vendor MISC - DROPBOX:			119.88	119.88		

Vendor 2895 - FIRESTORE ONLIN:

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Inv Ref#	Description	Entered By					Post Date

GL Distribution GRANT

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

11/19/2020							
63550	FIRESTORE ONLINE INC.	11/20/2020	12/23/2020	428.73	428.73	Open	N
	UNIFORM	pziemer					12/23/2020
225-2220-41113	UNIFORM ALLOWANCE			235.97			
225-2220-42250	PERSONAL PROTECTIVE GEAR			192.76			
	Total for vendor 2895 - FIRESTORE ONLIN:			428.73	428.73		

Vendor 3068 - GLS PROMOTIONS:

11/23/2020							
63548	GLS PROMOTIONS	11/23/2020	12/23/2020	160.00	160.00	Open	N
	UNIFORMS	pziemer					12/23/2020
225-2220-41113	UNIFORM ALLOWANCE			160.00			
	Total for vendor 3068 - GLS PROMOTIONS:			160.00	160.00		

Vendor MISC - HARD HEAD VETERANS:

11/24/2020							
63551	HARD HEAD VETERANS	11/24/2020	12/23/2020	2,480.00	2,480.00	Open	N
	HELMETS X8	pziemer					12/23/2020
225-2220-42250	PERSONAL PROTECTIVE GEAR			2,480.00			
	Total for vendor MISC - HARD HEAD VETERANS:			2,480.00	2,480.00		

Vendor MISC - LINX:

11/03/2020							
63544	LINX	11/03/2020	12/23/2020	292.00	292.00	Open	N
	PATCHES	pziemer					12/23/2020
225-2220-41113	UNIFORM ALLOWANCE			292.00			
	Total for vendor MISC - LINX:			292.00	292.00		

Vendor 2392 - MENARDS:

11/02/2020							
63542	MENARDS	11/02/2020	12/23/2020	58.97	58.97	Open	N
	HDMI CABLES	pziemer					12/23/2020
225-2220-43309	COMPUTER TECHNICAL SUPPORT			58.97			
11/18/2020 -2							
63547	MENARDS	11/18/2020	12/23/2020	35.76	35.76	Open	N
	RAFTER HANGERS	pziemer					12/23/2020

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						

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

225-2220-42210	OPERATING SUPPLIES	35.76	
Total for vendor 2392 - MENARDS:		94.73	94.73
Total PCard: 2257 U.S. BANK Card Holder: FIRE		4,038.50	4,038.50

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date

GL Distribution GRANT

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

Vendor 3698 - AMAZON:

11/03/2020							
63433	AMAZON	11/03/2020	12/23/2020	105.95	105.95	Open	N
	AMAZON WEB SERVICES 10/1-10/31	pziemer					12/23/2020
101-1800-43309	COMPUTER SUPPORT			105.95			
10/28/20							
63437	AMAZON	10/28/2020	12/23/2020	17.98	17.98	Open	N
	APPLE PHONE CASE	pziemer					12/23/2020
101-1800-42200	OFFICE SUPPLIES			17.98			
	Total for vendor 3698 - AMAZON:			123.93	123.93		

Vendor 2989 - HOME DEPOT:

10/30/2020							
63438	HOME DEPOT	10/30/2020	12/23/2020	78.95	78.95	Open	N
	CITY HALL REPAIR MAINTENANCE	pziemer					12/23/2020
101-1940-42220	REPAIR & MAINT			78.95			
	Total for vendor 2989 - HOME DEPOT:			78.95	78.95		

Vendor MISC - IT SYMPOSIUM:

11/20/20							
63426	IT SYMPOSIUM	11/20/2020	12/23/2020	225.00	225.00	Open	N
	TURKOWSKI REGISTRATION	pziemer					12/23/2020
101-1800-43330	PROFESSIONAL DEVELOPMENT			225.00			
11/16/2020							
63432	IT SYMPOSIUM	11/16/2020	12/23/2020	250.00	250.00	Open	N
	STRONG IT SYMPOSIUM REGISTRATION	pziemer					12/23/2020
101-0000-15500	PREPAID EXPENSE			250.00			
	Total for vendor MISC - IT SYMPOSIUM:			475.00	475.00		

Vendor MISC - SMARTSIGN:

9/18/2020							
63429	SMARTSIGN	11/01/2020	12/23/2020	162.29	162.29	Open	N
	SMARTSIGN - MY ASSET TAG	pziemer					12/23/2020
101-1800-42210	OPERATING SUPPLIES			162.29			
	Total for vendor MISC - SMARTSIGN:			162.29	162.29		

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Inv Ref#	Description	Entered By					Post Date

GL Distribution GRANT

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

Vendor MISC - VMWARE:

11/23/20							
63427	VMWARE	11/23/2020	12/23/2020	576.96	576.96	Open	N
	VMWARE ESSENTIALS	pziemer					12/23/2020
101-1800-43309	COMPUTER SUPPORT			576.96			
	Total for vendor MISC - VMWARE:			576.96	576.96		

Vendor 3858 - ZOOM VIDEO COMMUNICATIONS:

11/18/20							
63425	ZOOM VIDEO COMMUNICATIONS	11/18/2020	12/23/2020	48.50	48.50	Open	N
	ZOOM QTY 3 11/18-12/17/20	pziemer					12/23/2020
101-1800-43300	PROFESSIONAL SERVICES			18.52			
225-2120-43300	PROFESSIONAL SERVICES			29.98			
11/23/2020							
63442	ZOOM VIDEO COMMUNICATIONS	11/23/2020	12/23/2020	13.47	13.47	Open	N
	ZOOM ADD KKAUFMAN 11/23-12/17/20	pziemer					12/23/2020
230-5200-43300	PROFESSIONAL SERVICES			13.47			
	Total for vendor 3858 - ZOOM VIDEO COMMUNICATIONS:			61.97	61.97		

Total PCard: 2257 U.S. BANK Card Holder: IT

1,479.10	1,479.10
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Inv Ref#	Description	Entered By					Post Date

GL Distribution GRANT

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

Vendor 3801 - ALLIED 100:

11/12/2020							
63489*	ALLIED 100	11/12/2020	12/23/2020	209.38	209.38	Open	N
	AED BATTERIES	pziemer					12/23/2020
211-5503-43430	MISC - USE OF HOLDEN TRUST			225.87			
211-5503-43430	MISC - USE OF HOLDEN TRUST			(16.49)			
	Total for vendor 3801 - ALLIED 100:			209.38	209.38		

Vendor MISC - MAILCHIMP:

11/04/2020							
63485	MAILCHIMP	11/04/2020	12/23/2020	30.99	30.99	Open	N
	MAILCHIMP SERVICE	pziemer					12/23/2020
211-5503-43430	MISC - USE OF HOLDEN TRUST			30.99			
	Total for vendor MISC - MAILCHIMP:			30.99	30.99		

Vendor 3697 - USPS:

10/30/2020							
63484	USPS	10/30/2020	12/23/2020	11.00	11.00	Open	N
	POSTAGE	pziemer					12/23/2020
211-5500-43322	POSTAGE			11.00			
11/14/2020							
63486	USPS	11/14/2020	12/23/2020	14.00	14.00	Open	N
	POSTAGE	pziemer					12/23/2020
211-5500-43322	POSTAGE			14.00			
11/23/2020							
63487	USPS	11/23/2020	12/23/2020	3.33	3.33	Open	N
	POSTAGE	pziemer					12/23/2020
211-5500-43322	POSTAGE			3.33			
11/24/2020 -2							
63488	USPS	11/24/2020	12/23/2020	11.00	11.00	Open	N
	POSTAGE	pziemer					12/23/2020
211-5500-43322	POSTAGE			11.00			
	Total for vendor 3697 - USPS:			39.33	39.33		

Total PCard: 2257 U.S. BANK Card Holder: LIBRARY

279.70	279.70
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GL Distribution GRANT

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

Vendor 3698 - AMAZON:

10/26/20							
63444	AMAZON	10/26/2020	12/23/2020	106.44	106.44	Open	N
	SHARPS DISPOSAL CONTAINER	pziemer					12/23/2020
225-2120-42209	SAFETY EQUIPMENT SUPPLIES			106.44			
10/28/20 -PD							
63448	AMAZON	10/28/2020	12/23/2020	37.83	37.83	Open	N
	FIRST AID & SAFETY SUPPLIES	pziemer					12/23/2020
225-2120-42209	SAFETY EQUIPMENT SUPPLIES			37.83			
	Total for vendor 3698 - AMAZON:			144.27	144.27		

Vendor 3706 - BEST BUY:

11/18/2020							
63462	BEST BUY	11/18/2020	12/23/2020	59.98	59.98	Open	N
	PHONE HEADSETS- COVID TELEWORK	pziemer					12/23/2020
225-2120-42200	OFFICE SUPPLIES			59.98			
11/19/2020							
63465	BEST BUY	11/19/2020	12/23/2020	80.97	80.97	Open	N
	PHONE HEADSETS - COVID 19 TELEWORK	pziemer					12/23/2020
225-2120-42200	OFFICE SUPPLIES			80.97			
	Total for vendor 3706 - BEST BUY:			140.95	140.95		

Vendor 3702 - CHEWY.COM:

11/02/2020							
63451	CHEWY.COM	11/02/2020	12/23/2020	60.12	60.12	Open	N
	K9 SUPPLIES - DOG FOOD	pziemer					12/23/2020
225-2128-43430	MISC - K9 PROGRAM			60.12			
	Total for vendor 3702 - CHEWY.COM:			60.12	60.12		

Vendor 1 - CPS CERTIFICATION PROGRAM:

11/03/2020							
63452	CPS CERTIFICATION PROGRAM	11/03/2020	12/23/2020	55.00	55.00	Open	N
	715 CHILD SAFETY TECHNICIAN RECERT	pziemer					12/23/2020
225-2120-43330	PROFESSIONAL DEVELOPMENT			55.00			
	Total for vendor 1 - CPS CERTIFICATION PROGRAM:			55.00	55.00		

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

Vendor MISC - DLG LEARNING CENTER:

10/29/2020							
63449	DLG LEARNING CENTER	10/29/2020	12/23/2020	395.00	395.00	Open	N
	704 USE OF FORCE TRAINING	pziemer					12/23/2020
225-2120-43330	PROFESSIONAL DEVELOPMENT			395.00			
	Total for vendor MISC - DLG LEARNING CENTER:			395.00	395.00		

Vendor MISC - HAMPTON INN:

11/06/2020							
63458	HAMPTON INN	11/06/2020	12/23/2020	502.65	502.65	Open	N
	727 - NSRO TRAINING	pziemer					12/23/2020
225-2120-43330	PROFESSIONAL DEVELOPMENT			502.65			
	Total for vendor MISC - HAMPTON INN:			502.65	502.65		

Vendor 1903 - MN DEPT OF PUBL:

10/26/20							
63445	MN DEPT OF PUBLIC SAFETY	10/26/2020	12/23/2020	92.24	92.24	Open	N
	719AM POST LICENSE	pziemer					12/23/2020
225-2120-43433	DUES & SUBSCRIPTIONS			92.24			
	Total for vendor 1903 - MN DEPT OF PUBL:			92.24	92.24		

Vendor 0418 - MN POLICE CHIEF:

11/03/2020							
63453	MN CHIEF'S OF POLICE ASSO	11/03/2020	12/23/2020	50.00	50.00	Open	N
	702 CRITICAL ISSUES SERIES	pziemer					12/23/2020
225-2120-43330	PROFESSIONAL DEVELOPMENT			50.00			
11/03/20 -2							
63454	MN CHIEF'S OF POLICE ASSO	11/03/2020	12/23/2020	50.00	50.00	Open	N
	703 CRITICAL ISSUES SERIES	pziemer					12/23/2020
225-2120-43330	PROFESSIONAL DEVELOPMENT			50.00			
11/03/20 -3							
63455	MN CHIEF'S OF POLICE ASSO	11/03/2020	12/23/2020	50.00	50.00	Open	N
	704 CRITICAL ISSUES SERIES	pziemer					12/23/2020
225-2120-43330	PROFESSIONAL DEVELOPMENT			50.00			
	Total for vendor 0418 - MN POLICE CHIEF:			150.00	150.00		

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

Vendor 2688 - MN SECRETARY OF:

11/18/2020							
63463	MN SECRETARY OF STATE - NOTARY	11/18/2020	12/23/2020	120.00	120.00	Open	N
	J. MCCULLOUGH NOTARY RENEWAL	pziemer					12/23/2020
225-2120-43433	DUES & SUBSCRIPTIONS			120.00			
	Total for vendor 2688 - MN SECRETARY OF:			120.00	120.00		

Vendor MISC - OFFICE MAX:

11/13/2020							
63460	OFFICE MAX	11/13/2020	12/23/2020	49.98	49.98	Open	N
	PHONE HEADSETS - COVID TELEWORK	pziemer					12/23/2020
225-2120-42200	OFFICE SUPPLIES			49.98			
	Total for vendor MISC - OFFICE MAX:			49.98	49.98		

Vendor 3703 - TRANSUNION RISK:

11/03/20							
63456	TRANSUNION RISK	11/03/2020	12/23/2020	50.00	50.00	Open	N
	INVESTIGATIONS & PARKING TICKET	pziemer					12/23/2020
225-2120-42210	OPERATING SUPPLIES			50.00			
	Total for vendor 3703 - TRANSUNION RISK:			50.00	50.00		

Vendor 1455 - USPCA REGION 12:

10/27/2020							
63447	USPCA REGION 12	10/27/2020	12/23/2020	100.00	100.00	Open	N
	K9 PD1 CERTIFICATION	pziemer					12/23/2020
225-2128-43430	MISC - K9 PROGRAM			100.00			
	Total for vendor 1455 - USPCA REGION 12:			100.00	100.00		

Vendor 3697 - USPS:

10/27/2020							
63446	USPS	10/27/2020	12/23/2020	1.20	1.20	Open	N
	POSTAGE	pziemer					12/23/2020
225-2120-43322	POSTAGE			1.20			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
PCard: 2257 U.S. BANK Card Holder: POLICE							
10/30/20							
63450	USPS	10/30/2020	12/23/2020	3.80	3.80	Open	N
	POSTAGE	pziemer					12/23/2020
225-2120-43322	POSTAGE			3.80			
11/04/2020							
63457	USPS	11/04/2020	12/23/2020	4.60	4.60	Open	N
	POSTAGE	pziemer					12/23/2020
225-2120-43322	POSTAGE			4.60			
11/12/2020							
63459	USPS	11/12/2020	12/23/2020	21.65	21.65	Open	N
	POSTAGE	pziemer					12/23/2020
225-2120-43322	POSTAGE			21.65			
11/17/2020							
63461	USPS	11/17/2020	12/23/2020	11.40	11.40	Open	N
	POSTMASTER	pziemer					12/23/2020
225-2120-43322	POSTAGE			11.40			
11/18/2020							
63464	USPS	11/18/2020	12/23/2020	6.95	6.95	Open	N
	POSTAGE	pziemer					12/23/2020
225-2120-43322	POSTAGE			6.95			
11/24/2020							
63466	USPS	11/24/2020	12/23/2020	3.80	3.80	Open	N
	POSTAGE	pziemer					12/23/2020
225-2120-43322	POSTAGE			3.80			
Total for vendor 3697 - USPS:				53.40	53.40		
Total PCard: 2257 U.S. BANK Card Holder: POLICE				1,913.61	1,913.61		

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

Vendor 3697 - USPS:

11/17/2020 -2							
63467	USPS	11/17/2020	12/23/2020	11.39	11.39	Open	N
	POSTAGE	pziemer					12/23/2020
225-2120-43322	POSTAGE			11.39			
Total for vendor 3697 - USPS:				11.39	11.39		
Total PCard: 2257 U.S. BANK Card Holder: POSTAGE				11.39	11.39		

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GL Distribution GRANT

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

Vendor 3698 - AMAZON:

11/13/2020							
63436	AMAZON	11/13/2020	12/23/2020	99.99	99.99	Open	N
	BLUETOOTH HEADSETS - TRANSIT	pziemer					12/23/2020
203-9000-42200	OFFICE SUPPLIES			99.99			
	Total for vendor 3698 - AMAZON:			99.99	99.99		

Total PCard: 2257 U.S. BANK Card Holder: TRANSIT

# of Invoices:	206	# Due:	206	Totals:	502,767.63	502,767.63
# of Credit Memos:	2	# Due:	2	Totals:	(101.76)	(101.76)
Net of Invoices and Credit Memos:					502,665.87	502,665.87

* 2 Net Invoices have Credits Totalling:	(82.03)
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--- TOTALS BY GL DISTRIBUTION ---

101-0000-14100	DUE FROM COMPONENT UNIT	2,033.01
101-0000-15500	PREPAID EXPENSE	250.00
101-0000-15510	PREPAID OTHER	2,257.25
101-0000-20850	DUE TO COMPONENT UNIT	24,463.69
101-1400-43321	TELEPHONE	201.62
101-1410-42210	OPERATING SUPPLIES	35.18
101-1610-43301	CITY ATTORNEY	9,911.24
101-1700-43321	TELEPHONE	397.16
101-1700-43331	LEASE PAYMENTS	1,068.82
101-1800-42200	OFFICE SUPPLIES	17.98
101-1800-42210	OPERATING SUPPLIES	211.45
101-1800-43300	PROFESSIONAL SERVICES	3,927.27
101-1800-43309	COMPUTER SUPPORT	1,905.98
101-1800-43321	TELEPHONE	1,176.23
101-1800-43330	PROFESSIONAL DEVELOPMENT	225.00
101-1940-42220	REPAIR & MAINT	133.95
101-1940-43321	TELEPHONE	53.88
101-1940-43331	LEASE PAYMENTS	305.72
101-1940-43381	BPU UTILITIES	1,429.33
101-2400-42212	MOTOR FUELS	41.61
101-2400-43300	PROFESSIONAL SERVICES	7,834.45
101-2400-43321	TELEPHONE	201.05

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GL Distribution	GRANT						
101-2400-43331	LEASE EXPENSE			357.61			
101-2400-43350	PRINTING/LEGAL PUBLICATION			496.93			
101-9200-42210	OPERATING SUPPLIES			397.10			
101-9200-43300	PROFESSIONAL SERVICES			9,375.00			
101-9200-43381	BPU UTILITIES			120.32			
101-9200-43430	MISCELLANEOUS			12,740.00			
202-6324-45510	CAPITAL - RESDIENTIAL			8,000.00			
203-0000-34910	BUS REVENUE			1,000.00			
203-9000-42200	OFFICE SUPPLIES			138.22			
203-9000-42212	MOTOR FUELS			2,054.22			
203-9000-43321	TELEPHONE			173.46			
203-9000-43401	VEHICLE REPAIRS			1,416.53			
203-9000-43440	TRANSIT SERVICE CONTRACT PY			50,257.69			
211-0000-20800	DUE TO OTHER GOVT UNITS			51.00			
211-5500-42220	REPAIR & MAINT			402.87			
211-5500-43322	POSTAGE			39.33			
211-5500-43380	UTILITIES			194.98			
211-5500-43381	BPU UTILITIES			1,715.26			
211-5500-43430	MISCELLANEOUS			625.00			
211-5503-43430	MISC - USE OF HOLDEN TRUST			575.95			
211-5505-43430	MISC - COPY MACHINE PYMTS			100.06			
223-2140-42210	OPERATING SUPPLIES			80.00			
224-2150-42210	OPERATING SUPPLIES			185.00			
225-2120-41113	UNIFORM ALLOWANCE			58.99			
225-2120-42200	OFFICE SUPPLIES			213.71			
225-2120-42209	SAFETY EQUIPMENT SUPPLIES			144.27			
225-2120-42210	OPERATING SUPPLIES			139.52			
225-2120-42212	MOTOR FUELS			2,440.35			
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			115.00			
225-2120-43300	PROFESSIONAL SERVICES			49.98			
225-2120-43309	COMPUTER TECHNICAL SUPPORT			821.58			
225-2120-43321	TELEPHONE			1,392.12			
225-2120-43322	POSTAGE			64.79			
225-2120-43330	PROFESSIONAL DEVELOPMENT			1,102.65			
225-2120-43331	LEASED PAYMENTS			8,028.17			
225-2120-43380	UTILITIES			46.90			
225-2120-43381	BPU UTILITIES			3,417.61			
225-2120-43433	DUES & SUBSCRIPTIONS			212.24			
225-2128-43430	MISC - K9 PROGRAM			160.12			
225-2220-41113	UNIFORM ALLOWANCE			972.65			
225-2220-42210	OPERATING SUPPLIES			1,742.18			
225-2220-42212	MOTOR FUELS			625.56			

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GL Distribution	GRANT						
225-2220-42250	PERSONAL PROTECTIVE GEAR			3,573.90			
225-2220-43309	COMPUTER TECHNICAL SUPPORT			268.94			
225-2220-43321	TELEPHONE			18.75			
225-2220-43330	PROFESSIONAL DEVELOPMENT			250.00			
225-2220-43331	LEASED PAYMENTS			916.75			
225-2220-43380	UTILITIES			7.91			
225-2220-43381	BPU UTILITIES			2,865.18			
225-2220-43433	DUES & SUBSCRIPTIONS			119.88			
225-2700-43300	PROFESSIONAL SERVICES			1,812.00			
225-2700-43430	MISCELLANEOUS			872.00			
229-0000-43300	PROFESSIONAL SERVICES			600.00			
230-5200-42212	MOTOR FUELS			235.00			
230-5200-42220	REPAIR & MAINT			1,327.41			
230-5200-43300	PROFESSIONAL SERVICES			13.47			
230-5200-43321	TELEPHONE			57.13			
230-5200-43331	LEASE PAYMENTS			2,427.05			
230-5200-43381	BPU UTILITIES			3,095.24			
230-5200-43430	MISCELLANEOUS			14.00			
235-3100-42200	OFFICE SUPPLIES			943.19			
235-3100-42212	MOTOR FUELS			2,550.40			
235-3100-42220	REPAIR & MAINT			92.13			
235-3100-43321	TELEPHONE			267.74			
235-3100-43331	LEASE PAYMENTS			1,881.27			
235-3100-43381	BPU UTILITIES			23,962.32			
235-3100-43430	MISCELLANEOUS			142.24			
235-3125-42220	SANDER SPINNER WHEEL			1,021.51			
236-3180-43381	BPU UTILITIES			36.00			
237-3190-42212	MOTOR FUELS			178.51			
237-3190-42220	REPAIR & MAINT			4,286.11			
238-3160-42220	REPAIR & MAINT			715.70			
251-9360-43467	REMIT LOCAL SALES TAX COLLECT			137,179.69			
260-9020-42209	SAFETY EQUIPMENT SUPPLIES			50.00			
260-9020-42220	REPAIR & MAINT			46.36			
260-9020-43321	TELEPHONE			667.93			
260-9020-43340	ADVERTISING/PROMOTION			869.50			
260-9020-43430	MISCELLANEOUS			88.84			
280-2090-45500	2020 CITY HALL ROOF FIRE			147.90			
295-0000-20600	DEPOSITS PAYABLE			575.00			
309-7800-46620	PAYING AGENT FEES			500.00			
400-2001-43300	PROFESSIONAL SERVICES			2,386.50			
400-9050-45530	CAPITAL - OTHER			15,567.91			
401-0000-15510	PREPAID OTHER			1,840.00			

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GL Distribution	GRANT						
401-1003-43380	UTILITIES			107.46			
401-1321-43300	PROFESSIONAL SERVICES			243.40			
401-1415-43300	PROFESSIONAL SERVICES			11,569.00			
401-1415-43430	MISCELLANEOUS			50.00			
401-1613-43300	PROFESSIONAL SERVICES			210.00			
401-1706-43300	PROFESSIONAL SERVICES			1,685.07			
401-1707-43300	PROFESSIONAL SERVICES			936.15			
401-1708-43300	PROFESSIONAL SERVICES			1,789.89			
401-1708-45530	PYMTS TO CONTRACTORS			72,600.51			
401-1805-43300	PROFESSIONAL SERVICES			53.50			
401-1815-43300	PROFESSIONAL SERVICES			1,377.49			
401-1901-43300	PROFESSIONAL SERVICES			15.00			
401-1902-43300	PROFESSIONAL SERVICES			5,653.58			
401-1909-43300	PROFESSIONAL SERVICES			243.40			
401-1910-45530	PAYMENTS TO CONTRACTORS			14,599.05			
401-1916-43300	PROFESSIONAL SERVICES			243.40			
401-1921-43300	PROFESSIONAL SERVICES			243.40			
401-9030-43300-19:20	PROFESSIONAL SERVICES			243.40			
401-9030-43300-20:07	PROFESSIONAL SERVICES			1,928.02			
401-9030-43300-20:08	PROFESSIONAL SERVICES			4,076.00			

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
--- TOTALS BY FUND ---							
101	- GENERAL FUND			81,568.83	81,568.83		
202	- SCDP GRANTS			8,000.00	8,000.00		
203	- TRANSIT FUND			55,040.12	55,040.12		
211	- LIBRARY FUND			3,704.45	3,704.45		
223	- DRUG FORFEITURE			80.00	80.00		
224	- DUI FORFEITURE			185.00	185.00		
225	- PUBLIC SAFETY FUND			32,453.70	32,453.70		
229	- PANDEMIC GRANTS			600.00	600.00		
230	- PARK & RECREATION FUND			7,169.30	7,169.30		
235	- STREET & SEWER FUND			30,860.80	30,860.80		
236	- PARKING LOT FUND			36.00	36.00		
237	- SANITARY SEWER FUND			4,464.62	4,464.62		
238	- STORM SEWER FUND			715.70	715.70		
251	- LOCAL OPTION SALES TAX			137,179.69	137,179.69		
260	- AIRPORT FUND			1,722.63	1,722.63		
280	- PACKAGE INSURANCE FUND			147.90	147.90		
295	- EDA FUND			575.00	575.00		
309	- SINKING 309 2010A GO FUND			500.00	500.00		
400	- CAPITAL PROJECTS FUND			17,954.41	17,954.41		
401	- CONSTRUCTION FUND			119,707.72	119,707.72		
--- TOTALS BY DEPT/ACTIVITY ---							
0000	-			33,069.95	33,069.95		
1003	- 10:03 DWNTWN MAIN CNTRACT			107.46	107.46		
1321	- 13:21 B ST NE-GILLIS TO 3			243.40	243.40		
1400	- ADMINISTRATION			201.62	201.62		
1410	- ELECTIONS			35.18	35.18		
1415	- 14:15 AIRPORT UTILITY EXT			11,619.00	11,619.00		
1610	- LEGAL-CIVIL ATTORNEY			9,911.24	9,911.24		
1613	- 16:13 BUFFALO HILLS RESUR			210.00	210.00		
1700	- ENGINEERING			1,465.98	1,465.98		
1706	- 17:06 H ST RECON:8TH-13TH			1,685.07	1,685.07		
1707	- 17:07 10TH AVE NE RECON-W			936.15	936.15		
1708	- 17:08 SRTS & S 6TH SIDEWA			74,390.40	74,390.40		
1800	- IT/GIS			7,463.91	7,463.91		
1805	- 18:05 SIDEWALKS EVERG-H			53.50	53.50		
1815	- 18:15 TRUNK HWY 25 TRAIL CC			1,377.49	1,377.49		
1901	- 19:01 NW 4TH STREET IMPR			15.00	15.00		
1902	- 19:02 CLST CONNECTION			5,653.58	5,653.58		
1909	- 19:09 5th Ave Reconstruct			243.40	243.40		
1910	- NE BRAINERD RESURFACING			14,599.05	14,599.05		
1916	- 19:16 B,C,&D ST NE RECON			243.40	243.40		

12/17/2020 01:03 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 12/21/2020 - 12/21/2020

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Page: 43/43

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
--- TOTALS BY DEPT/ACTIVITY ---							
1921	- 19:21 SIDEWALK 4TH AVE WA			243.40	243.40		
1940	- CITY HALL			1,922.88	1,922.88		
2001	- STREET REMODEL/ADDITION			2,386.50	2,386.50		
2090	- 2020 CITY HALL ROOF FIRE			147.90	147.90		
2120	- POLICE DEPARTMENT			18,247.88	18,247.88		
2128	- K-9 PROGRAM			160.12	160.12		
2140	- DRUG FORFEITURE			80.00	80.00		
2150	- DUI FORFEITURE			185.00	185.00		
2220	- FIRE DEPARTMENT			11,361.70	11,361.70		
2400	- COMMUNITY DEVL/INSPECTION			8,931.65	8,931.65		
2700	- ANIMAL CONTROL			2,684.00	2,684.00		
3100	- S & S MAINTENANCE			29,839.29	29,839.29		
3125	- SNOW REMOVAL			1,021.51	1,021.51		
3160	- STORM SEWER EXPENSE			715.70	715.70		
3180	- PARKING LOTS EXPENSE			36.00	36.00		
3190	- SANITARY SEWER EXPENSE			4,464.62	4,464.62		
5200	- PARK MAIN/ADMINISTRATION			7,169.30	7,169.30		
5500	- LIBRARY-BUDGETED			2,977.44	2,977.44		
5503	- HOLDEN TRUST DONATION USE			575.95	575.95		
5505	- TAXABLE FEES			100.06	100.06		
6324	- NE SCDP GRANT			8,000.00	8,000.00		
7800	- SINKING 2010A GO			500.00	500.00		
9000	- TRANSIT FUND			54,040.12	54,040.12		
9020	- AIRPORT M & O			1,722.63	1,722.63		
9030	- CONSTRUCTION PROJ-MISC			6,247.42	6,247.42		
9050	- CAPITAL PROJECTS-MISC			15,567.91	15,567.91		
9200	- UNALLOCATED			22,632.42	22,632.42		
9360	- LOCAL OPTION SALES TAX			137,179.69	137,179.69		



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) <i>*provide copy of published hearing notice</i> ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading
Submitted by:	Department:
Presenter (Name & Title):	Estimated Time Needed:
Summary of Issue:	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion:	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <u>Please Explain:</u>	



December 15th, 2020

Dear Brainerd City Council, City Administrator, and advisors,

To start we would like to thank you for the opportunity to present information on our operations over the last year. As with everyone else, we have had to switch up our plans and find creative ways of making an impact given the year that we all went through here in 2020. Within you will find our financial information for the year up to December 3rd, 2020 as well as our planned operating budget for the year of 2021.

Our half mill levy dollars received from the City of Brainerd came in at a total of \$90,518.55 when factoring in both first and second half payments (\$43,800 and \$43,800 respectively) as well as 2019 tax arrears of \$3,747.04 and subtracting out the over payment from 2019 of \$828.49. Our approach this year was to take as conservative as possible steps in dealing with our financials. With the uncertainty of our fundraising efforts and ultimately being forced to cancel the majority of our large events we felt it was best to ensure that we were not overextending ourselves.

Thankfully, we were able to secure funding through the Payroll Protection Program as well as through the CAREs Act. Those two programs helped to keep us on track and allowed us to press forward with our efforts here at the end of the year which have included our first ever Community Empowerment Fund grant opportunity. As we gear up for what we hope will be a more normal 2021 we can look back and reflect on our year positively. In some ways the restrictions of this past year allowed us to focus on one of our major goals of better connecting our mission with the public. Although we wish to have been able to conduct things as normal, this switching of gears forced us to get as creative as possible with how we connected or mission with the community and in many ways allowed us to make improvements in those areas.

Without knowing for sure what our next year will look like, we have prepared 3 basic budgets that we will work from depending on what the future holds for us. We feel it is incredibly important to be as prepared as possible going into another year of uncertainty and have again taken a conservative approach to our financials. Our goal is to provide as high of a level of service to our community as possible no matter the circumstances of 2021. However, what the year allows will help guide us in the directions we are able to take within those parameters.

We would like to again thank you for everything that you do as a city and for continuing to support Brainerd Community Action in our efforts of to build community, empower people to overcome adversity, and promote self-sufficiency.

Sincerely,

A blue ink signature of Dave Badeaux, consisting of a stylized first name and a more formal last name, written in a cursive-like script.

Dave Badeaux
Executive Director
On behalf of the Board of Directors

Brainerd Community Action Balance Sheet All Dates

	BCA-4th of July	BCA- Admin Fee	BCA-AITP	BCA- Comm Corner	BCA-DSA	BCA-Give Back	BCA- Operations	Not Specified	Total
ASSETS									
Current Assets									
Bank Accounts									
Checking-Bremer...2090	500.00		775.00		59.21		46,820.13		48,154.34
Checking-Bremer...5607 (CLOSED)							509.81		509.81
Checking-Bremer...7113							264.84		264.84
Total Bank Accounts	\$ 500.00	\$ 0.00	\$ 775.00	\$ 0.00	\$ 59.21	\$ 0.00	\$ 47,594.78	\$ 0.00	\$ 48,928.99
Other Current Assets									
Cert of Deposit-Bremer...4009941							12,412.81		12,412.81
Total Other Current Assets	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,412.81	\$ 0.00	\$ 12,412.81
Total Current Assets	\$ 500.00	\$ 0.00	\$ 775.00	\$ 0.00	\$ 59.21	\$ 0.00	\$ 60,007.59	\$ 0.00	\$ 61,341.80
Fixed Assets									
Accum Depr - Furn & Equip							-33,278.00		-33,278.00
Furniture & Equipment							35,421.17		35,421.17
Total Fixed Assets	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,143.17	\$ 0.00	\$ 2,143.17
TOTAL ASSETS	\$ 500.00	\$ 0.00	\$ 775.00	\$ 0.00	\$ 59.21	\$ 0.00	\$ 62,150.76	\$ 0.00	\$ 63,484.97
LIABILITIES AND EQUITY									
Liabilities									
Current Liabilities									
Other Current Liabilities									
Payroll Liabilities									
Federal Taxes (941/944)							914.09	-914.09	0.00
MN Income Tax							173.12	-173.12	0.00
Total Payroll Liabilities	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,087.21	\$ 1,087.21	\$ 0.00
SBA Cares PPP Loan							8,700.00		8,700.00
Total Other Current Liabilities	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,787.21	\$ 1,087.21	\$ 8,700.00
Total Current Liabilities	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,787.21	\$ 1,087.21	\$ 8,700.00
Total Liabilities	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,787.21	\$ 1,087.21	\$ 8,700.00
Equity									
Opening Balance Equity							4,967.39	-300.00	4,667.39
Retained Earnings									0.00
Net Income	18,945.16	2,363.48	22,717.35	1,375.00	-1,219.81	8,840.00	62,421.12	-115.99	115,326.31
Total Equity	\$ 18,945.16	\$ 2,363.48	\$ 22,717.35	\$ 1,375.00	\$ 1,219.81	\$ 8,840.00	\$ 67,388.51	\$ 415.99	\$ 119,993.70
TOTAL LIABILITIES AND EQUITY	\$ 18,945.16	\$ 2,363.48	\$ 22,717.35	\$ 1,375.00	\$ 1,219.81	\$ 8,840.00	\$ 77,175.72	\$ 1,503.20	\$ 128,693.70

Thursday, Dec 03, 2020 07:00:20 AM GMT-8 - Cash Basis

Brainerd Community Action

BALANCE SHEET

As of December 3, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking-Bremer...2090	160,661.12
Checking-Bremer...7113	195,981.83
Total Bank Accounts	\$356,642.95
Other Current Assets	
Cert of Deposit-Bremer...4009941	12,412.81
Total Other Current Assets	\$12,412.81
Total Current Assets	\$369,055.76
Fixed Assets	
Accum Depr - Furn & Equip	-33,278.00
Furniture & Equipment	35,421.17
Total Fixed Assets	\$2,143.17
TOTAL ASSETS	\$371,198.93
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Fiduciary Funds Payable	
Cash Receipts	548,652.53
Disbursements	-353,407.42
Total Fiduciary Funds Payable	195,245.11
Payroll Liabilities	
Federal Taxes (941/944)	914.09
MN Income Tax	173.12
Total Payroll Liabilities	1,087.21
SBA Cares PPP Loan	8,700.00
Total Other Current Liabilities	\$205,032.32
Total Current Liabilities	\$205,032.32
Total Liabilities	\$205,032.32
Equity	
Opening Balance Equity	-86,890.60
Retained Earnings	225,374.61
Net Income	27,682.60
Total Equity	\$166,166.61
TOTAL LIABILITIES AND EQUITY	\$371,198.93

January 1 - December 3, 2020

Income

Profit and Loss

January 1 - December 3, 2020

	BCA-4th	BCA-AITP	BCA-Comm Corner	BCA-DSA	BCA-Give Back	BCA-Operations	TOTAL
Rent - Equipment	2,318.00		73.95				2,391.95
Rent - Space		0.00				4,600.00	4,600.00
Repair & Maintenance - Equipment						50.00	50.00
Repairs & Maintenance - Offices						20.00	20.00
Subscriptions	818.71	2,937.61	830.89	58.02	170.00	1,275.89	1,046.86
Supplies - Event		11.00				175.48	87.31
Supplies - Office						162.07	1,063.21
Taxes & Licenses						25.00	162.07
Telephone & Internet						1,030.26	75.00
Utilities	1,050.00		872.00			1,404.34	1,404.34
Volunteer Contributions	1,395.00		74.87			28.95	1,922.00
Total Expenses	\$ 18,903.98	\$ 55,593.97	\$ 9,149.67	\$ 58.02	\$ 524.66	\$ 82,076.56	\$ 87,794.98
Net Operating Income	\$ 596.02	\$ 10,245.16	\$ 4,014.63	\$ 58.02	\$ 449.66	\$ 16,901.17	\$ 27,582.60
Net Income	\$ 596.02	\$ 10,245.16	\$ 4,014.63	\$ 58.02	\$ 449.66	\$ 16,901.17	\$ 27,582.60

Thursday, Dec 03, 2020 06:53:18 AM GMT-8 - Cash Basis

Brainerd Community Action

PROFIT AND LOSS

January 1 - December 3, 2020

	BCA-4TH	BCA-AITP	BCA-COMM CORNER	BCA-DSA	BCA-OPERATIONS	TOTAL
Income						
Donations Income	1,000.00				4,496.13	\$5,496.13
Event Fees	0.00	0.00	100.00			\$100.00
Event Sponsorships	18,500.00					\$18,500.00
Fundraising					114.00	\$114.00
Interest Income					623.90	\$623.90
Tax Allocation					90,543.55	\$90,543.55
Total Income	\$19,500.00	\$0.00	\$100.00	\$0.00	\$95,777.58	\$115,377.58
GROSS PROFIT	\$19,500.00	\$0.00	\$100.00	\$0.00	\$95,777.58	\$115,377.58
Expenses						
Accounting Fees					3,733.75	\$3,733.75
Advertising & Marketing	2,085.27	25.00			966.38	\$3,076.65
Bank Charges & Fees					67.50	\$67.50
Board Expenses					30.04	\$30.04
Insurance					3,356.65	\$3,356.65
Mailing Expense		22.00			35.20	\$57.20
Membership Dues					189.00	\$189.00
Outside Service	16,000.00				187.50	\$16,187.50
Payroll Expenses						\$0.00
Payroll Processing					783.00	\$783.00
Taxes					3,724.00	\$3,724.00
Wages					47,725.45	\$47,725.45
Total Payroll Expenses					52,232.45	\$52,232.45
Printing Costs					678.86	\$678.86
Rent - Space		0.00			4,600.00	\$4,600.00
Subscriptions					1,275.89	\$1,275.89
Supplies - Event	818.71	11.00		58.02	175.48	\$1,063.21
Supplies - Office					162.07	\$162.07
Taxes & Licenses					25.00	\$25.00
Telephone & Internet					1,030.26	\$1,030.26
Volunteer Contributions					28.95	\$28.95
Total Expenses	\$18,903.98	\$58.00	\$0.00	\$58.02	\$68,774.98	\$87,794.98
NET OPERATING INCOME	\$596.02	\$ -58.00	\$100.00	\$ -58.02	\$27,002.60	\$27,582.60
NET INCOME	\$596.02	\$ -58.00	\$100.00	\$ -58.02	\$27,002.60	\$27,582.60

	2021 No Events	2021 AitP & Parade	2021 Full Events
Total 41000 · Government Contracts	\$ 90,518.55	\$ 90,518.55	\$ 90,518.55
Total OPERATIONS COSTS			
Staff E.D	\$ 55,190.00	\$ 55,190.00	\$ 55,190.00
Staff Assistant/Marketing	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Professional Development	\$ -	\$ -	\$ -
Bookkeeping			
Bookkeeping - Accounting Fees	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
Bookkeeping - Payroll Processing	\$ 900.00	\$ 900.00	\$ 900.00
Bookkeeping - QuickBooks Subscription	\$ 1,391.88	\$ 1,391.88	\$ 1,391.88
Tax Preparation	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Bremer Bank Rent	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
Community Partner Networking (mileage, meals)	\$ 250.00	\$ 250.00	\$ 250.00
Insurance	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
Phone/Internet	\$ 850.00	\$ 850.00	\$ 850.00
Website Donate Here - GIVE/PAY PAL Fees			
Website Domain / MS Office	\$ 200.00	\$ 200.00	\$ 200.00
Printing Costs - Internal	\$ 750.00	\$ 750.00	\$ 750.00
Letterhead and Envelopes	\$ 350.00	\$ 350.00	\$ 350.00
Supplies - Office	\$ 500.00	\$ 500.00	\$ 500.00
Membership Dues	\$ 189.00	\$ 189.00	\$ 189.00
Volunteer Contributions	\$ 28.95	\$ 28.95	\$ 28.95
Operations Total:	\$ 76,999.83	\$ 76,999.83	\$ 76,999.83
REMAINING:	\$ 13,518.72	\$ 13,518.72	\$ 13,518.72

44000 · Fourth of July Fundraising Efforts			
44010 · Service Clubs	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
44020 · Corporate Donations	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
44030 · City Donations	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00
Fundraisers			
44040 · Individual Donations	\$ 170.00	\$ 170.00	\$ 170.00
44050 · Parade Entry Fees		\$ 1,000.00	\$ 1,000.00
44060 · Organization/Business Donations	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
44070 · Vendor's fees		\$ -	\$ 3,100.00
44080 · Parking Lots		\$ 1,000.00	\$ 1,000.00
44090 · Show n Shine			
44100 · 4th Raffle			
44110 · 4th Online Silent Auction			
44120 Fish House Raffle			
44130 Supplemental Grant Support			
44140 Supplemental MN Rural CEP Support			
44150 Arts In The Park Fundraiser		\$ 10,000.00	\$ 10,000.00
44000 · TOTAL 4th of JULY FUNDRAISING EFFORTS	\$ 34,670.00	\$ 46,670.00	\$ 49,770.00

64000 · 4th of July Expenses			
64010 · Parade		\$ 1,500.00	\$ 1,500.00
64011 · Community/Volunteer Expenses	\$ 1,500.00	\$ 1,750.00	\$ 1,750.00

64012 · Advertising	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00
64013 · Entertainment			\$ 3,900.00
64014 · Fireworks	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Insurance	\$ 1,300.00	\$ 1,550.00	\$ 2,000.00
64015 · Trash/bug spraying	\$700	\$ 2,000.00	\$ 2,000.00
64016 · Stationary			
64017 · Mailings		\$ 300.00	\$ 500.00
64018 · Sound			\$ 2,800.00
64019 · Fundraiser/Raffle/Blinky Buttons			
64020 · electric expense		\$ 2,600.00	\$ 2,600.00
64021 · Parking Lots			
64022 · Supplies	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
64023 · Misc.	\$ 150.00	\$ 150.00	\$ 150.00
64024 · Little Miss and Mister			
64025 · Show and shine			
64026 · Restrooms		\$ 2,300.00	\$ 2,300.00
64027 · Website updates donations/registration			
64028 · Communiyt Corner AIP Food & Games Vouchers			
Total 64000 · 4th of July Expenses	\$ 29,650.00	\$ 40,650.00	\$ 48,000.00
REMAINING 4th of July Balance	\$ 5,020.00	\$ 6,020.00	\$ 1,770.00
TOTAL REMAINING Balance	\$ 18,538.72	\$ 19,538.72	\$ 15,288.72

**CITY OF BRAINERD
SAFETY AND PUBLIC WORKS COMMITTEE
AGENDA**

December 21, 2020

7:15 PM

WebEx Teleconference Call-In Information

Call Toll-Free: 844-992-4726

Access Code: 146 572 7067

1. Improvement 17-08 – Garfield Safe Routes to School – Final Pay Application



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by:	Department:
Presenter (Name & Title):	Estimated Time Needed:
Summary of Issue:	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion:	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	

Contract Number: 2019-06
 Pay Request Number: 6

Project Number	Project Description
SP 108-591-005	2019 Garfield Safe Routes to School

Contractor: Concrete Idea Inc 13961 44th lane st. michael, mn 55376	Vendor Number: N/A Up To Date: 12/03/2020
---	--

Contract Amount**Funds Encumbered**

Original Contract	\$1,155,937.00	Original	\$1,155,937.00
Contract Changes	\$23,383.80	Additional	N/A
Revised Contract	\$1,179,320.80	Total	\$1,155,937.00

Work Certified To Date

Base Bid Items	\$1,113,739.40
Contract Changes	\$23,383.80
Material On Hand	\$0.00
Total	\$1,137,123.20

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$16,573.00	\$1,137,123.20	\$0.00	\$1,064,522.69	\$72,600.51	\$1,137,123.20
Percent: Retained: 0%			Percent Complete: 96.42%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

Approved By Concrete Idea Inc

City Engineer

Contractor

Date

Date

12/15/2020.

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2019-08-23	\$244,337.00	\$12,216.85	\$232,120.15
2	2019-09-27	\$654,636.90	\$32,731.85	\$621,905.05
3	2019-10-25	\$105,476.50	\$5,273.82	\$100,202.68
4	2020-01-16	\$83,649.80	\$4,182.49	\$79,467.31
5	2020-06-26	\$32,450.00	\$1,622.50	\$30,827.50
6	2020-12-03	\$16,573.00	\$-56,027.51	\$72,600.51

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Garfield SRTS	0	\$1,137,123.20	\$0.00	\$1,064,522.69	\$72,600.51	\$1,137,123.20

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
401-41708-5530	Federal	\$72,600.51			\$1,137,123.20

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SP 108-591-005	1	2021.501	MOBILIZATION	LS	\$124,000.00	1	0	\$0.00	1	\$124,000.00
SP 108-591-005	2	2101.524	GRUBBING	TREE	\$400.00	61	0	\$0.00	45	\$18,000.00
SP 108-591-005	3	2104.502	REMOVE CATCH BASIN	EACH	\$500.00	1	0	\$0.00	1	\$500.00
SP 108-591-005	4	2104.502	REMOVE HYDRANT VALVE	EACH	\$400.00	5	0	\$0.00	4	\$1,600.00
SP 108-591-005	5	2104.502	SALVAGE HYDRANT & VALVE	EACH	\$600.00	3	0	\$0.00	2	\$1,200.00
SP 108-591-005	6	2104.502	SALVAGE SIGN	EACH	\$75.00	62	0	\$0.00	57	\$4,275.00
SP 108-591-005	7	2104.502	SALVAGE MAIL BOX SUPPORT	EACH	\$50.00	35	0	\$0.00	28	\$1,400.00
SP 108-591-005	8	2104.503	SAWING CONCRETE PAVEMENT	L F	\$6.00	435	0	\$0.00	581	\$3,486.00
SP 108-591-005	9	2104.503	SAWING BITUMINOUS PAVEMENT	L F	\$6.00	3302	0	\$0.00	3661	\$21,966.00
SP 108-591-005	10	2104.503	REMOVE WATER MAIN	L F	\$10.00	44	0	\$0.00	22	\$220.00
SP 108-591-005	11	2104.503	REMOVE CURB & GUTTER	L F	\$6.00	2804	0	\$0.00	3057	\$18,342.00
SP 108-591-005	12	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$18.00	524	0	\$0.00	293	\$5,274.00
SP 108-591-005	13	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$18.00	280	47	\$846.00	267	\$4,806.00

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SP 108-591-005	14	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$36.00	919	0	\$0.00	792	\$28,512.00
SP 108-591-005	15	2104.504	REMOVE GRAVEL DRIVEWAY PAVEMENT	S Y	\$9.00	250	0	\$0.00	0	\$0.00
SP 108-591-005	16	2104.518	REMOVE CONCRETE SIDEWALK	S Y	\$18.00	130	0	\$0.00	35	\$630.00
SP 108-591-005	17	2105.507	COMMON EXCAVATION	C Y	\$25.00	3375	0	\$0.00	3375	\$84,375.00
SP 108-591-005	18	2105.604	GRAVEL ENTRANCE RESTORATION	S Y	\$36.00	165	0	\$0.00	0	\$0.00
SP 108-591-005	19	2231.604	BITUMINOUS PATCH SPECIAL	S Y	\$26.00	860	0	\$0.00	852	\$22,152.00
SP 108-591-005	20	2231.604	BITUMINOUS PATCH SPECIAL 1	S Y	\$35.00	185	47	\$1,645.00	257	\$8,995.00
SP 108-591-005	21	2232.504	MILL BITUMINOUS SURFACE (1.5")	S Y	\$4.50	1200	0	\$0.00	1328	\$5,976.00
SP 108-591-005	22	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$2.60	170	0	\$0.00	89	\$231.40
SP 108-591-005	23	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$105.00	118	0	\$0.00	184	\$19,320.00
SP 108-591-005	24	2411.502	CONCRETE STAIRWAY	EACH	\$1,000.00	13	0	\$0.00	11	\$11,000.00
SP 108-591-005	25	2411.618	MODULAR BLOCK RETAINING WALL	S F	\$60.00	716	0	\$0.00	705	\$42,300.00
SP 108-591-005	26	2503.503	12" RC PIPE SEWER CLASS V	L F	\$125.00	5	0	\$0.00	5	\$625.00
SP 108-591-005	27	2503.608	DUCTILE IRON FITTINGS	LB	\$10.00	150	100	\$1,000.00	100	\$1,000.00
SP 108-591-005	28	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$800.00	8	0	\$0.00	5	\$4,000.00
SP 108-591-005	29	2504.602	HYDRANT	EACH	\$4,500.00	5	0	\$0.00	4	\$18,000.00
SP 108-591-005	30	2504.602	INSTALL HYDRANT & VALVE	EACH	\$1,000.00	3	0	\$0.00	1	\$1,000.00
SP 108-591-005	31	2504.602	ADJUST VALVE BOX	EACH	\$150.00	14	0	\$0.00	8	\$1,200.00
SP 108-591-005	32	2504.602	6" GATE VALVE & BOX	EACH	\$1,600.00	5	0	\$0.00	4	\$6,400.00
SP 108-591-005	33	2504.602	ADJUST CURB BOX	EACH	\$150.00	52	8	\$1,200.00	39	\$5,850.00
SP 108-591-005	34	2504.603	6" WATERMAIN DUCTILE IRON CL 350	L F	\$80.00	91	0	\$0.00	39	\$3,120.00
SP 108-591-005	35	2506.502	CONST DRAINAGE STRUCTURE DESIGN H	EACH	\$2,200.00	1	0	\$0.00	1	\$2,200.00

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SP 108-591-005	36	2506.502	CONST DRAINAGE STRUCTURE DES 48-4020	EACH	\$3,200.00	1	0	\$0.00	1	\$3,200.00
SP 108-591-005	37	2506.602	ADJUST FRAME & RING CASTING	EACH	\$300.00	24	0	\$0.00	21	\$6,300.00
SP 108-591-005	38	2506.602	CONNECT INTO EXISTING STORM SEWER	EACH	\$500.00	1	0	\$0.00	1	\$500.00
SP 108-591-005	39	2521.518	4" CONCRETE WALK	S F	\$6.50	31111	0	\$0.00	32908	\$213,902.00
SP 108-591-005	40	2521.518	6" CONCRETE WALK	S F	\$8.50	12499	0	\$0.00	8914	\$75,769.00
SP 108-591-005	41	2521.618	4" CONCRETE WALK SPECIAL	S F	\$12.00	688	0	\$0.00	882	\$10,584.00
SP 108-591-005	42	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	\$33.00	2989	0	\$0.00	2964	\$97,812.00
SP 108-591-005	43	2531.503	CONCRETE CURB DESIGN V4	L F	\$40.00	269	0	\$0.00	258	\$10,320.00
SP 108-591-005	44	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	S Y	\$90.00	523	0	\$0.00	740	\$66,600.00
SP 108-591-005	45	2531.618	TRUNCATED DOMES	S F	\$40.00	750	0	\$0.00	704	\$28,160.00
SP 108-591-005	46	2540.602	INSTALL MAIL BOX SUPPORT	EACH	\$75.00	35	0	\$0.00	4	\$300.00
SP 108-591-005	47	2563.601	TRAFFIC CONTROL	LS	\$12,000.00	1	0	\$0.00	1	\$12,000.00
SP 108-591-005	48	2564.502	INSTALL SIGN	EACH	\$75.00	44	0	\$0.00	46	\$3,450.00
SP 108-591-005	49	2564.602	INSTALL SIGN TYPE SPECIAL	EACH	\$75.00	18	0	\$0.00	17	\$1,275.00
SP 108-591-005	50	2571.524	CONIFEROUS TREE 4' HT B&B	TREE	\$300.00	23	0	\$0.00	8	\$2,400.00
SP 108-591-005	51	2571.524	DECIDUOUS TREE 2" CAL B&B	TREE	\$500.00	35	0	\$0.00	47	\$23,500.00
SP 108-591-005	52	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$75.00	35	0	\$0.00	42	\$3,150.00
SP 108-591-005	53	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$5.00	170	0	\$0.00	20	\$100.00
SP 108-591-005	54	2574.507	COMMON TOPSOIL BORROW (LV)	C Y	\$20.00	1341	7	\$140.00	1507	\$30,140.00
SP 108-591-005	55	2574.508	FERTILIZER TYPE 3	LB	\$1.00	678	151	\$151.00	693	\$693.00
SP 108-591-005	56	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	\$3.00	9308	2137	\$6,411.00	9583	\$28,749.00

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SP 108-591-005	57	2575.505	SEEDING	ACRE	\$9,500.00	1.92	0.45	\$4,275.00	1.99	\$18,905.00
SP 108-591-005	58	2575.505	SEEDING (TEMP)	ACRE	\$3,000.00	1.92	0	\$0.00	0	\$0.00
SP 108-591-005	59	2575.508	SEED MIXTURE 22-111	LB	\$5.00	192	0	\$0.00	0	\$0.00
SP 108-591-005	60	2575.508	SEED MIXTURE 25-151	LB	\$5.00	768	181	\$905.00	795	\$3,975.00
SP 108-591-005	61	2575.508	HYDRAULIC MULCH MATRIX	LB	\$1.00	4800	0	\$0.00	0	\$0.00
Base Bid Totals:								\$16,573.00		\$1,113,739.40

Project Category Totals

Project	Category	Amount This Request	Amount To Date
SP 108-591-005	Garfield SRTS	\$16,573.00	\$1,113,739.40

Contract Change Item Status

Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SP 108-591-005	CO	1	62	1	Remove & Haul Unsuitable Material	C Y	\$12.00	225	0	\$0.00	225	\$2,700.00
SP 108-591-005	CO	1	63	2	Haul & Place Suitable Material	C Y	\$16.00	225	0	\$0.00	225	\$3,600.00
SP 108-591-005	CO	1	65	4	Laborer	HR	\$75.00	2	0	\$0.00	2	\$150.00
SP 108-591-005	CO	1	66	5	SP 40 Insulation Board (4"x4"x8")	EA	\$60.00	1	0	\$0.00	1	\$60.00
SP 108-591-005	CO	1	67	3	710 Backhoe Updated	HR	\$140.00	14	0	\$0.00	14	\$1,960.00
SP 108-591-005	CO	1	68	6	Pipe-layer / Laborer	HR	\$75.00	22	0	\$0.00	22	\$1,650.00
SP 108-591-005	CO	1	69	7	Foreman w/ Pickup	HR	\$120.00	10	0	\$0.00	10	\$1,200.00
SP 108-591-005	CO	1	70	8	Ditchwitch Vac	EA	\$200.00	2	0	\$0.00	2	\$400.00
SP 108-591-005	CO	1	71	9	6" Romac Sleeve	EA	\$503.00	1	0	\$0.00	1	\$503.00
SP 108-591-005	CO	1	72	10	1-1/2" Filter Aggregate	C Y	\$37.50	8	0	\$0.00	8	\$300.00
SP 108-591-005	CO	1	73	11	4" SDR35 Sewer Pipe	LF	\$3.00	20	0	\$0.00	20	\$60.00

Contract Change Item Status

Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SP 108-591-005	CO	1	74	12	4" Fernco Pipe Coupler	EA	\$20.00	2	0	\$0.00	2	\$40.00
SP 108-591-005	CO	1	75	13	Foreman w/ Pickup	HR	\$120.00	4.5	0	\$0.00	4.5	\$540.00
SP 108-591-005	CO	1	76	14	Manhole Block Type S Mortar Mix	EA	\$110.00	5	0	\$0.00	5	\$550.00
SP 108-591-005	CO	1	77	15	Catch Basin Structure Rebuild	EA	\$350.00	5	0	\$0.00	5	\$1,750.00
SP 108-591-005	CO	1	78	16	Adjust Frame & Ring Casting Addl. Cost	EA	\$305.00	19	0	\$0.00	19	\$5,795.00
SP 108-591-005	CO	1	79	17	Prime Contractor Mark-up (10%)	LS	\$2,125.80	1	0	\$0.00	1	\$2,125.80
Contract Change Totals:										\$0.00		\$23,383.80

Contract Total	\$1,137,123.20
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
1	See attached CO. No. 1 for documentation related to items and costs associated with change order 1.	\$0.00	\$23,383.80

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

**CITY OF BRAINERD
PERSONNEL AND FINANCE COMMITTEE
AGENDA**

December 21, 2020

7:15 PM

WebEx Teleconference Call-In Information

Call Toll-Free: 844-992-4726

Access Code: 146 803 4444

1. Ratify Community Service Officer (CSO) Hiring



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by:	Department:
Presenter (Name & Title):	Estimated Time Needed:
Summary of Issue:	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion:	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by:	Department:
Presenter (Name & Title):	Estimated Time Needed:
Summary of Issue:	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion:	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	

Cost Share Items for TH 371B (SP 1814-08)

Lighting:

Buffalo Hills to Joseph – City owns and BPU will move as appropriate during project. Will place in 5' BLVD between walk and curb and gutter. No cost to be included in the project as BPU will provide service separate of project.

13 lights south of Buffalo Hills – MnDOT could pay the cost for upgrades/improvements as they are currently MnDOT lights. BPU/City would need to be responsible for maintenance and operation. City will determine if they would like those lights to remain and be responsible for them and be part of the overall City system.

Andrew Street – One light at that intersection which is enough for the City and will remain as-is

Greenwood – One light on power pole at that intersection. See the need to two lights. BPU will work with the City to install and maintain the lights at this intersection.

Utilities:

Ronald Street – Section under 371B to mainline will be replaced. City will replace watermain on Ronald up to the Alley. Local costs will be all costs under TH 371B subgrade and all city utility and roadway items.

Birchridge Drive – Section under 371B will be replaced. Local costs will be all costs under TH 371B subgrade and all city utility and roadway items.

Industrial Park Road – Will add to plans to dig up and patch from valves in Industrial Park Road to the south but also add provisions to replace if needed. This will be all local costs beyond the TH 371B reconstruct.

Signal:

New signal with flashing yellow. City will pay 25% (1 of the four legs) of this at a total estimated signal cost of \$250,000.

Greenwood Realignment:

MnDOT will pay for the grading and ROW of the realignment. City will pay for the pavement up to TH 371B.

Sidewalks/Trails/Boulevards:

The City will maintain the trails/sidewalks on this project including retaining wall needed. Boulevard is designed as a 5' grass between walk and roadway. Any additional treatment or aesthetics will be local costs.

Storm Sewer/Ponding:

MnDOT will construct and maintain storm sewer. Local cost is formulated by percentage of contributing area to storm sewer/ponds that are outside of MnDOT's ROW.

R E S O L U T I O N
NO _____

A RESOLUTION FOR LAYOUT APPROVAL

WHEREAS, the Commissioner of Transportation has prepared a final layout for State Project 1814-06 on Trunk Highway 371B, from 0.1 mile South of 70th Avenue to Joseph Street within the City of Brainerd for Highway 371B improvements; and seeks the approval thereof as described in Minnesota Statutes 161.162 and 161.167; and

WHEREAS, said final layout is on file in the District 3 Minnesota Department of Transportation office, Baxter, Minnesota being marked as Layout No. 2 S.P. 1814-08, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRAINERD, that said final layout for the improvement of said Trunk Highway within the corporate limits be and is hereby approved.

Adopted this 21st day of December 2020

GABE JOHNSON
President of the Council

Approved this 22nd day of December 2020

DAVE BADEAUX
Mayor

ATTEST:_____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by:	Department:
Presenter (Name & Title):	Estimated Time Needed:
Summary of Issue:	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion:	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	

**ORDINANCE
NO. 1513**

AN ORDINANCE AMENDING THE BRAINERD CITY CHARTER

THE COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: That Sections 4, 5, 7, 9, 10, 11, 12, 13, 15, 16, and 18B of Chapter Two: Officers and Elections are revised as shown with added language underlined and deleted language ~~struck out~~.

CITY CHARTER - CHAPTER TWO
OFFICERS AND ELECTIONS

SECTION 4: When more than twice the number of individuals file to be elected to a municipal office, a primary election shall be conducted and the returns made and results canvassed consistent with the general laws of the State of Minnesota pertaining to primaries. The regular City election for the election of City officers shall be held on the first Tuesday after the first Monday of November in each even numbered year; and all general laws of the State of Minnesota, relating to the election of City officers and the primaries thereof, shall, so far as applicable, apply to and govern all nominations and elections under this Charter, and all special elections, and are hereby adopted as a part of this Charter, the same as if herein specifically reenacted. The judges, clerks and other officers of election at the then last general election for state officers shall be the judges, clerks and other officers of all ~~general and~~ special City elections, except that the City Council shall appoint additional officers as permitted by law and when any such officers are absent or unable to act, the City Council shall, at least two weeks before an election, appoint officers in their stead. Election returns shall be made and results canvassed consistent with the general laws of the State of Minnesota pertaining to general elections.

SECTION 5. The term of office of every officer elected under this Charter, unless otherwise provided for, shall commence on the first ~~Monday~~ secular day of January following the election and shall continue for a term of four years and until his or her successor is elected and qualified.

SECTION 7. The City Administrator shall be chosen by the Council for an indefinite term solely on the basis of training, experience and administrative qualifications ~~and need not be a resident of the City of Brainerd at the time of appointment, but shall be a resident of the City of Brainerd within a reasonable time following appointment.~~ At its first regular meeting in January of each odd-numbered year the Council shall, by majority vote, appoint the City Attorney, City Engineer and Building Inspector for ~~two two~~-year terms. At its first regular meeting in January of each year, the Council shall similarly appoint other officers for terms of one year. All terms

shall commence at the time of appointment and continue until successors to the appointed offices are appointed and qualified.

SECTION 9. Any elective or appointive officer provided for by this Charter having entered upon the duties of the office may resign the same ~~by and with the consent of the City council; provided, that any member of a board may resign with the consent of such board.~~ Any elective or appointive officer changing residence from the City, or any Alderman from the ward for which elected or appointed, ~~or any such officer who shall refuse or neglect to enter upon the discharge of the duties of the office for ten days after the beginning of the term for which elected or appointed to fill,~~ shall be deemed to have vacated ~~or abandoned~~ such office.

SECTION 10. Every person appointed to any office by the City Council or Mayor ~~or elected to any office by the people,~~ may be removed from such office by a vote of two thirds of all the Aldermen authorized to be elected. But any officer ~~or~~ elected by the people or appointed by the Mayor shall not be removed except for cause, nor unless first furnished with a copy of the charges, nor until such person shall have reasonable opportunity to be heard in person, or by counsel in his or her defense.

The Council shall fix the time and place for the hearing of such officer, of which not less than ten days' notice shall be given to such officer ~~and to the Aldermen,~~ and shall have the power to compel the attendance of witnesses and the production of papers, and to hear and determine the case ~~;~~ and if such officer shall refuse or neglect to appear and answer such charges, the City Council may declare such office vacant. Among such causes shall be continued absence by Aldermen a member of a board without leave, from three successive regular meetings of ~~the Council, or a member of a board from the meeting of~~ such board, or neglect of duty of any officer.

SECTION 11. Any person shall not be eligible to any appointed office under this Charter who has ever been convicted of a felony or is not at the time of his ~~election or~~ appointment a qualified elector of the City of Brainerd or who is at such time interested in any contract with the City of Brainerd to which the person is a party, either individually or as a member of a firm, or as director or other managing officer of a corporation.

SECTION 12. Whenever any vacancy shall occur in any elective or appointive office, ~~either by death, resignation, removal or failure of election, or failure to qualify, or otherwise,~~ such vacancy shall be filled by the City Council in the manner provided for appointments by the City Council; except that the ~~n~~ members of the Public Utilities Commission, the Board of Health, the Park Board and the Library Board, shall be appointed by the Mayor and confirmed by the City Council.

All ~~elective~~ officers so appointed shall hold their respective offices ~~until the next regular City election, and all appointive officers so appointed shall hold office~~ for the balance of the unexpired terms.

SECTION 13. Every person elected or appointed to any office under the provisions of this Charter shall before entering upon the duties of the office take and subscribe an oath of office and file the same with the City ~~Administrator~~Clerk. The Administrator and such other officers as the City Council shall require and as shall be required by the provisions of this Charter, shall severally, before they enter upon the duties of their respective offices, execute to the City of Brainerd, bonds in such amounts as the Council shall prescribe, conditioned that such officers will faithfully perform the duties of their respective offices, and account for and turn over all money and other property, coming into the officer's hands. Such bond and the expense thereof, if a surety bond, shall be paid by the City.

All official bonds shall be approved by the City Council and be kept on file in the office of the City Administrator.

SECTION 15. The compensation of all elective and appointive officers of the City shall be fixed by ~~a resolution of the City Council~~ordinance as permitted by State Statute.

SECTION 16. The Mayor shall be the chief executive of the City and see that the laws of the state and the ordinances of the City are duly observed and enforced within the City and that all other officers of the City discharge their duties. The Mayor shall be ~~an~~ ex-officio ~~a~~ member of the City Council, for the purpose only of casting the deciding vote upon any question before said Council when the Aldermen composing the said Council present and voting are equally divided thereupon. The Mayor shall from time to time give the City Council such information and recommend such measures as the Mayor deems to be in the best interest of the City. The Mayor shall sign all bonds, contracts, warrants, ordinances, resolutions and such other papers and documents as may be made or executed on behalf of the City. All Ordinances and Resolutions shall before they take effect be presented to the Mayor, and if the Mayor approves thereof shall sign the same, and such as the Mayor shall not sign, shall be returned to the Council with the Mayor's objection thereto, by depositing the same with the City Administrator to be presented to the City Council at its next meeting.

Upon the return of any ordinance or Resolution by the Mayor, the vote by which the same was passed shall be deemed to have been reconsidered, and the question shall be again put upon the passage of the same notwithstanding the objections of the Mayor, and if upon such vote the City Council shall pass the same by a vote of two-thirds of all the members of the Council, it shall have the same effect as if approved by the Mayor. If any ordinance or Resolution shall not be returned by the Mayor within five days, Sundays and holidays excepted, after it shall have been presented to the Mayor, the same shall have the same force and effect as if approved by the Mayor. In case the Mayor shall be guilty of willful oppression, corrupt partially or other malfeasance in the discharge of the duties of the office the Mayor shall be liable to indictment and on conviction thereof shall be punished by a fine of not more than Five Hundred (\$500.00) Dollars, ~~and the court shall have the power to add to the judgment of fine that the Mayor be removed from office.~~

SECTION 18B. A petition signed by electors entitled to vote for a successor of the officer sought to be removed equal in number to at least twenty-five ~~percentum~~ percent of the entire vote for all candidates for the office, the incumbent of which is sought to be removed, cast at the last preceding regular municipal election, demanding an election of a successor of the person sought to be removed, shall be addressed to the Council and presented to the City ~~Administrator~~Clerk; provided, that the petition shall contain a general statement of the ground for which the removal is sought.

SECTION TWO: That Section 18C of Chapter Two: Officers and Elections be amended by striking the whole thereof.

SECTION THREE: That Section 18D and 18E of Chapter Two: Officers and Elections be revised as shown with added language underlined and deleted language ~~struck out~~.

SECTION 18D. If the petition shall be found to be sufficient the Administrator shall transmit the same to the Council without delay. If the petition shall be found to be sufficient the City Council shall order, and fix a date for holding the said election at the next election date authorized by state law that is, not less than ~~thirty-seventy-seven (77)~~ days ~~nor more than forty days~~ from the date of the Administrator's certificate to the Council that a sufficient petition is filed. The Council shall make or cause to be made publication of notice, and all arrangements for holding such election, provided, that in the published call for the election there shall be printed in not more than 200 words the reason for demanding the recall of the officer as set forth in the recall petition, and in not more than 200 words the officer may justify his or her course in office: and said election shall be conducted, returned, and the result thereof declared, in all respects, as are other City elections.

SECTION 18E. At an election on removal, the question on the ballot shall be in substantially the following form: "Shall (Name) elected (appointed) to the office of (title) be removed from that office?" If a majority of voters at the election vote in the affirmative, the officer shall be recalled and removed. The officer sought to be removed shall be deemed a candidate, and, unless the officer resigns the officer's name shall be printed on the ballot without nomination. The nomination of other candidates shall be the same as the nomination of candidates for any regular City election for the office of which the incumbent is sought to be removed. The officer sought to be removed shall continue in office until the canvass of the returns of such recall election by the Council, and if the incumbent fails at such election to receive the highest number of votes, the officer shall be deemed removed from office and the candidate at such election receiving the highest number of votes shall be deemed the successor in office for the unexpired term. Such successful candidate except the recalled officer, shall qualify within ten days thereafter or the said office shall be deemed vacant. Said recalled officer shall yield said office on demand to the successor.

SECTION FOUR: That Section 27 of Chapter Two: Officers and Elections-Duties of City Officers be revised as shown with added language underlined and deleted language ~~struck out~~.

DUTIES OF CITY OFFICERS

SECTION 27. Except as provided by state law, No City officer shall be directly or indirectly interested in any contract of any character with the City or any department or board thereof, either as vendor, purchaser, contractor, employer, employee or otherwise. All contracts made in violation of this section shall be void, and no money shall be paid on account thereof, or any warrants issued. Any officer who shall issue or pay any such warrants knowing that the same are in violation of the terms of this section shall be guilty of a misdemeanor; and any officer violating the provisions of this section shall forfeit the office and the office shall thereby become vacant upon a finding and conviction thereof, as provided in Section Ten of this Chapter.

SECTION FIVE: That Section 32 of Chapter Two: Officers and Elections-Duties of City Council be revised as shown with added language underlined and deleted language ~~struck out~~.

DUTIES OF THE CITY COUNCIL

SECTION 32. The City Council shall have the management and control of all the finances and property of the City and of all the departments thereof subject to the other provisions of this Charter. However, no real estate belonging to the City shall be sold or disposed of unless so ordered by two thirds vote of all the members of the City Council; and provided that neither the water works nor the electric light plant, nor any other public utility, which shall hereafter be owned by the city, shall be sold, leased, mortgaged or otherwise disposed of unless authorized to do so by a four-sevenths majority of the qualified electors of said City.

The City Council shall in addition to the powers herein vested in them have power and authority to make, enact, ordain, establish, publish, enforce, order, modify, amend and repeal all such ordinances, resolutions, rules, by-laws and regulations for the government and good order of the City, for the suppression of vice and intemperance, and for the prevention of crime, as they shall deem expedient. They shall have the power to provide for the imprisonment and safe keeping of all persons arrested or charged with any offense. It is the Council's duty to make all rules and, regulations providing for the use of a prison.

The City Council shall have full power and authority to declare and impose penalties and punishments, and to enforce the same against any person or persons who may violate any of the provisions of any ordinance, resolution, rule or by-law passed or ordained by them: and all such ordinances, resolutions, rules and by-laws are hereby declared to be and have the force of law, and for the said purposes shall have authority by ordinance, resolution or by-laws, to the extent permitted by law.

SECTION SIX: That the first through thirty-fifth paragraphs shown in Section 32 of Chapter Two: Officers and Elections-Duties of City Council be amended by striking the whole thereof.

SECTION SEVEN: That Section 33 of Chapter Two: Officers and Elections-Duties of City Council be revised as shown with added language underlined and deleted language ~~struck out~~.

SECTION 33. The City Council may create an ordinance which may impose punishment for the breach of ~~any any~~ Ordinance of the City to impose a fine and imprisonment as permitted by state law.

SECTION EIGHT: That Section 39 of Chapter Two: Officers and Elections-Duties of City Council be amended by striking the whole thereof.

SECTION NINE: That Section 42 of Chapter Three: Finances be revised as shown with added language underlined and deleted language ~~struck out~~.

CITY CHARTER – CHAPTER THREE

FINANCES

SECTION 42. The fiscal year of the City shall ~~commence on the first secular day of January each year~~ be the calendar year.

SECTION TEN: That Section 46, No. 11 and Section 47 of Chapter Three: Finances be revised as shown with added language underlined and deleted language ~~struck out~~.

SECTION 46. The City Council shall annually levy taxes to provide for the following specifically designated funds and the general fund:

No. (11). A PERMANENT IMPROVEMENT REVOLVING FUND. Except as provided in respect of other specific funds defined in this Section 46, or hereinafter otherwise declared in this particular subdivision there shall be paid into this fund all moneys received on special assessments heretofore or hereafter levied by the City for local improvements, and also all the proceeds of the sale of permanent improvement REVOLVING fund bonds. Out of this fund shall be paid, as they fall due, all permanent-improvement-revolving fund bonds and the installments on contracts for all such public improvements as are to be paid in whole or in part by assessments against property benefited thereby, except as hereinabove otherwise provided, and also excepting contracts for sewers, on which contracts for sewers payments shall be made in accordance with the provisions of Chapter 312, General Laws 1903, and amendments thereof. The City Council is authorized, in its discretion, to cause to be paved, re-paved or otherwise improved, any street or alley or any portion thereof in the City, or any gutter along side any street or alley, or any portion thereof, in such manner as it may direct. In the case of first paving or any other original or primary improvement, every lot or parcel

of real property fronting or abutting thereon, and subject to special assessment for such improvement, shall be assessed for an amount equal to the cost of such first paving or other original or primary improvement on the same side of the street or alley to the center thereof: provided, that whenever the City Council shall deem any such first paving or other original or primary improvement to be generally beneficial to the public at large, the City Council may pay, or cause to be paid, thereon from the general fund an amount not exceeding twenty-five per cent (25%\$) of the cost and expense thereof, and assess the abutting property, as above defined, for the other seventy-five per cent (75%) or more of such cost and expense. In the case of repaving or other local improvement, of the kind hereinbefore mentioned, subsequent to the first, original or primary improvement of like character in any such street or alley, every lot or parcel of real property, then and there subject to special assessment for local improvements, fronting or abutting on any such re-paving or improvement subsequent to the first or original improvement of like character, laid or made on the same side of the street or alley, exclusive of street intersection, shall be assessed for an amount equal to two thirds of the cost thereof to the center of the street. All other expense or cost of such repaving or other local improvement subsequent to the first or original improvement, of the character above defined, shall be paid out of the permanent improvement fund, and in case of shortage in that fund the requisite sum shall be advanced and paid out of the general fund. To provide for the expense and cost of any such improvement, not payable out of the permanent improvement fund, the City Council shall, in due order, adopt special assessment rolls. The special assessments hereunder against abutting property shall be payable in ten (10) semi-annual installments, at times when general taxes become due and payable according to law, and commencing with the first payment of such general taxes immediately after the time of adoption of any such special assessment may pay the entire amount thereof, or any remaining portion, at any earlier time.

No interest shall be imposed upon any such special assessment until the first Monday in January next following actual commencement of the work of improvement, for which the assessment shall have been adopted, where such work shall have been actually commenced subsequent to the first Monday in the next preceding month of July: and, in case any such work be actually commenced subsequent to the first Monday in January of any year, no interest shall be imposed upon the special assessment therefor until the first Monday in July of that year. Whenever, under such circumstances, the work on any such improvement shall have been actually commenced, it shall be the duty of the City Engineer, or other person superintending the work, to forthwith furnish the City Administrator with a statement in writing describing the particular work and showing such date of actual commencement thereof, and thereupon the city Administrator shall file with the County Auditor, and with the County Treasurer, respectively, the proper certificate of the City Administrator describing the particular improvement, specifying the rate of interest, and stating the date from which the same shall be computed, in accordance with the foregoing provisions. The County Treasurer shall collect such interest and pay the same over to the City Treasurer.

SECTION 47. That annual amount to be levied for general taxation in any year for all said funds, shall not exceed the amounts as established by state statute. There shall be a levy of one-half mill on the assessed valuation of City taxable property over and above any Charter limitations and ~~total~~ levy limitations ~~pursuant to Minnesota Statutes 275.50 to 275.56 as amended~~ set forth in state statute, commencing for the levy year 1976 and continuing each levy year thereafter for a Community Action Program. The value of the mill levy shall be converted to a tax rate percentage by using a formula as established by the Minnesota Department of Revenue and calculated by the County Auditor.

SECTION ELEVEN: That Section 50 of Chapter Three: Finances be amended by striking the whole thereof.

SECTION TWELVE: That Section 54-G and 54-H of Chapter Three: Finances be revised as shown with added language underlined and deleted language ~~struck out~~.

SECTION 54-G. There shall be a levy of one-half mill on the assessed valuation of City taxable property over and above any Charter limitations and ~~total~~ levy limitations ~~set forth in state statute pursuant to Minnesota Statutes, Sections 275.50 to 275.56, as amended~~, for the 1982 levy collectible in 1983 and continuing each levy year hereafter, for the establishment and maintenance of a program for the benefit of senior citizens or to subsidized non-profit senior citizens organization. The value of the mill levy shall be converted to a tax rate percentage by using a formula as established by the Minnesota Department of Revenue and calculated by the County Auditor.

SECTION 54-H. There shall be a levy of 1/2 mill on the assessed valuation of taxable property in the City commencing at the ~~earliest~~ earliest levy year after adoption of this amendment and continuing each levy year thereafter for the Northland Arboretum and Paul Bunyan Conservation Area. Before funding from the City is transmitted, an annual financial statement for the prior fiscal year shall be provided by the Northland Arboretum and Paul Bunyan Conservation Area to the City Council showing revenues and expenditures to ensure proper use of funds. The value of the mill levy shall be converted to a tax rate percentage by using a formula as established by the Minnesota Department of Revenue and calculated by the County Auditor.

SECTION THIRTEEN: That Chapter Four: Police Department be amended by striking the whole thereof.

SECTION FOURTEEN: That Sections 63 and 64 of Chapter Five: Fire Department be amended by striking the whole thereof.

SECTION FIFTEEN: That Sections 89 and 90 of Chapter Six: Streets be amended by striking the whole thereof.

SECTION SIXTEEN: That Chapter Seven: Sewers be amended by striking the whole thereof.

SECTION SEVENTEEN: That Section 107 of Chapter Eight: Public Utilities Commission be revised as shown with added language underlined and deleted language ~~struck out~~.

SECTION 107. Subject to state law, The Commission shall have power to fix all rates and compensation to be paid by consumers of water and electric light and power, and to make and enforce such rules, regulations and penalties as they may deem proper to affect such collections and to protect all property and rights pertaining to the said departments.

SECTION EIGHTEEN: That Sections 123 and 129 of Chapter Eleven: General Provisions be amended by striking the whole thereof.

SECTION NINETEEN: Upon passage, this ordinance becomes effective 90 days after its publication.

Adopted this _____ day of December, 2020

GABE JOHNSON
President of the Council

Approved this _____ day of December, 2020

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by:	Department:
Presenter (Name & Title):	Estimated Time Needed:
Summary of Issue:	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion:	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	

MEMO



TO: Mayor and Council

FROM: City Administrator Bergman
Finance Director Connie Hillman

DATE: December 16, 2020

RE: 2021 Levy and Budget

2021 Levy:

The 2021 preliminary levy was set at \$6,315,337, a 4% increase over the 2020 levy. The final levy can be lower but cannot be higher. Attached is a draft resolution for the Council to adopt. The amount of the City's levy has been completed with a **1% increase** in the levy, and the amount listed for the HRA is the maximum allowed by statute that was adopted with the preliminary levy.

The latest recap is also attached for your information. The recap shows if the Council uses all of the "levy stabilizer", the Council could reduce the levy by \$98,402 or 1.62%. Without the "levy stabilizer", the levy would need to be increased by \$3,598 or .06% for a balanced budget for 2021. The Chart below is a reference for the Council if it is Council's desire to set the levy at a different amount than a 1% increase. Staff's recommendation is to set the levy at a 1% increase, per the Council's previous consensus.

	Levy Amount	Potential Increase (Decrease) Levy Stabilizer Dollars	Total Levy Stabilizer Dollars or Add'l Capital Dollars	Estimated Tax Rate
2020	\$ 6,072,439	\$ 102,000		79.322%
-1.6205%	5,974,037	(102,000)	0	71.310%
-1%	6,011,715	(64,322)	37,678	71.760%
0% Increase	6,072,439	(3,598)	98,402	72.486%
0.5%	6,102,801	26,764	128,764	72.849%
1%	6,133,163	57,126	159,126	73.212%
1.5%	6,163,526	87,489	189,489	73.575%
2%	6,193,888	117,851	219,851	73.938%
2.5%	6,224,250	148,213	250,213	74.301%
3%	6,254,612	178,575	280,575	74.664%
3.5%	6,284,974	208,937	310,937	75.027%
4%	6,315,337	239,300	341,300	75.390%

2021 Budget:

Following the draft resolution, you will find proposed budgets for the Working Funds as well as additional funds that the City has historically officially adopted a budget. The additional funds are the same as presented at the December 7, 2020 meeting unless noted. The budgets are:

- Working Funds (General, Public Safety, Parks and Streets)
 - o The current budget is prepared with a 1% increase to the levy, and the change of the increase to the levy stabilizer rounded to the nearest thousand. If Council elects to have the excess funds to go into the capital fund, the budget would need to be adjusted from what is presented.
- Capital Equipment and Facilities Fund
- Transit Fund
- Library Fund
- Recycling Fund
- Parking Lot Fund
 - o Reflects the Capital Fund paying for pay lot portion of the Laurel Street parking lot resurfacing as approved at the December 7, 2020 council meeting.
- Permanent Improvement Fund
- Mayor's Contingency Fund
- Hydrant Rental & Electric Current Fund
 - o Reflects the levy being 3 mills as stated in the Charter rather than one mill that was shown in the December 7th council packet.
- EDA Fund
 - o The budget was approved at the EDA's December 11, 2020 meeting. The budget reflects a decrease in payments to the City from \$32,500 to \$30,000 and to BLAEDC from \$78,500 to \$60,000 a year. The EDA Board has also budgeted \$30,000 for economic initiatives and a contribution/membership to the Initiative Foundation.
- Sanitary Sewer Fund
- Storm Sewer Fund

If you have any questions before the meeting, please contact us.

R E S O L U T I O N
NO. XX:20

WHEREAS, the Brainerd City Council is required to set a Final Levy by December 30, 2020; and

WHEREAS, the Brainerd City Council held its first Budget Workshop on September 14, 2020 and a subsequent workshop on November 30, 2020 and a public hearing on December 14, 2020; and

WHEREAS, the Brainerd City Council, during the Special Meeting, discussed the overall budget process, the overall expenditures and the debt service of the City;

NOW, THEREFORE BE IT RESOLVED by the City of Brainerd, County of Crow Wing, State of Minnesota that the following sums are the levy for the taxes payable in the year 2021:

\$6,133,163 plus \$136,519 for the HRA.

Adopted this ____ day of December, 2020

GABE JOHNSON
President of the Council

Approved this _____ day of December, 2020

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

2021 Levy Overview
As of 12/16/2020

	Actual 2019	Adopted Budget 2020	Current Proposed Budget 2021	Difference in Budgets	% Difference	Preliminary Budget 2021
TOTAL OPERATING EXPENDITURES						
Personnel Services	6,734,102	7,086,778	7,122,383	35,605	0.50%	7,255,549
Supplies	486,396	473,000	511,550	38,550	8.15%	509,050
Services	2,471,928	2,536,425	2,531,501	(4,924)	-0.19%	2,542,478
Transfers Out	410,170	348,843	533,681	184,838	52.99%	447,371
Total Expenditures	10,102,596	10,445,046	10,699,115	254,069	2.43%	10,754,448
TOTAL CAPITAL	1,267,687	1,155,927	1,266,281	110,354	9.55%	1,255,927
TOTAL DEBT LEVY	1,264,850	1,264,451	912,211	(352,240)	-27.86%	912,211
OTHER LEVIES						
Perm Improvement	349,350	368,564	403,532	34,968	9.49%	409,790
Hydrant	174,675	184,282	605,298	421,016	228.46%	204,895
Sr Center/Arb/Community Action	260,746	276,423	302,649	26,226	9.49%	307,343
Library	150,364	154,123	146,851	(7,272)	-4.72%	157,205
EDA	124,351	127,817	133,789	5,972	4.67%	133,789
Airport	155,500	155,500	155,500	-	0.00%	155,500
Total Other Levies	1,214,986	1,266,709	1,747,619	480,910	37.97%	1,368,522
TOTAL ESTIMATED EXPENDITURES	13,850,119	14,132,133	14,625,226	493,093	3.49%	14,291,109
TOTAL REVENUE - NON PROPERTY TAX						
Other Taxes	(308,729)	(279,000)	(285,000)	6,000	-2.15%	(285,000)
Licenses & Permits	(732,706)	(552,390)	(437,845)	(114,545)	20.74%	(437,845)
Grants & Aids	(4,728,163)	(4,900,340)	(5,016,526)	116,186	-2.37%	(5,017,795)
Revenue from Other Gov'ts	(223,677)	(203,970)	(188,308)	(15,662)	7.68%	(188,308)
Charges for Services	(923,020)	(1,034,912)	(982,508)	(52,404)	5.06%	(1,050,138)
Fines & Forfeitures	(138,484)	(138,000)	(127,000)	(11,000)	7.97%	(127,000)
Other Revenues	(1,306,634)	(1,018,082)	(1,416,002)	397,920	-39.09%	(1,015,599)
Transfers In	(22,929)	(20,000)	(111,000)	91,000	-455.00%	(20,000)
Total Revenues	(8,384,342)	(8,146,694)	(8,564,189)	417,495	-5.12%	(8,141,685)
(USE)/ADDITION TO FUND BALANCE						
Election		(15,000)	15,000	(30,000)		15,000
Increase in Levy Stabilizer		102,000	(102,000)	204,000		(102,000)
Estimated Levy	5,465,777	6,072,439	5,974,037	(98,402)	-1.62%	6,062,424
Actual Levy / Proposed	5,895,572	6,072,439	5,974,037			6,315,337
% Increase		3.00%	-1.62047%			4.00% 242,898

WORKING FUNDS

(General, Public Safety, Parks, & Streets)

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues			
Property Taxes	2,515,730	2,817,275	2,665,201
Other Taxes	337,868	279,000	285,000
Intergovernmental	4,951,840	5,104,310	5,204,834
Charges for Services	923,020	1,034,912	982,508
Licenses & Permits	732,706	552,390	437,845
Fines & Forfeits	138,484	138,000	127,000
Special Assessments	93,869	50,000	50,000
Interest	230,528	10,000	10,000
Other Revenue	982,237	958,082	1,355,877
Total Revenues	10,906,282	10,943,969	11,118,265
Expenditures			
General Government	2,523,730	2,655,174	2,744,631
Police	3,699,190	4,140,052	4,050,998
Fire	1,051,601	1,047,827	1,095,129
Misdemeanor Prosecutor	191,524	196,208	193,579
Animal Control	51,958	76,460	67,960
Parks - all programs	1,127,983	1,175,776	1,083,253
Streets	1,307,187	1,081,129	1,232,534
Total Expenditures	9,953,173	10,372,626	10,468,084
Other Sources (Uses)			
Transfer In (Out)	(565,670)	(484,343)	(578,181)
Other Sources (Uses)	-	-	-
Change in Assigned for Future Operations	-	(102,000)	(57,000)
Total Other Sources (Uses)	(565,670)	(586,343)	(635,181)
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	387,439	(15,000)	15,000
Fund Balance - Jan 1st	4,033,686	4,421,125	4,406,125
Fund Balance - Dec 31st	4,421,125	4,406,125	4,421,124

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Expenditures			
Personnel Services	6,734,103	7,086,778	7,122,384
Supplies	486,396	473,000	511,550
Services	2,274,596	2,339,425	2,324,501
Other	458,078	473,423	509,649
Total Expenditures	9,953,173	10,372,626	10,468,084

CAPITAL EQUIPMENT & FACILITIES (Excludes Fire Equipment)

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues			
Property Taxes	1,246,187	1,155,927	1,266,281
Other Taxes	15,498	-	-
Other Revenue	117,023	-	-
Total Revenues	<u>1,378,708</u>	<u>1,155,927</u>	<u>1,266,281</u>
Expenditures			
Capital	1,182,308	4,169,463	1,634,909
Total Expenditures	<u>1,182,308</u>	<u>4,169,463</u>	<u>1,634,909</u>
Other Sources (Uses)			
Bond Proceeds	-	1,760,000	-
Bond Issuance Costs	-	-	-
Transfer In (Out)	213,226	20,000	39,600
Other Sources (Uses)	97,130	49,000	173,000
Total Other Sources (Uses)	<u>310,357</u>	<u>1,829,000</u>	<u>212,600</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>506,756</u>	<u>(1,184,536)</u>	<u>(156,028)</u>
Fund Balance - Jan 1st	1,726,710	2,233,466	1,048,930
Fund Balance - Dec 31st	2,233,466	1,048,930	892,902

CAPITAL EQUIPMENT & FACILITIES EXPENDITURE DETAIL (Excludes Fire Equipment)

City Hall	
Office Furniture	5,000
Facilities - Garage/Parking lots	688,109
Parking Lot - Laurel Pay Portion	30,000
Cubicles and desks for engineering	25,400
Finance	
Engineering	
Trimble Robotic Station	37,000
IT	
Server Replacement	15,000
Tablets for Council	9,600
Tablets for Department Heads	10,800
Phone Server and Phones	15,000
Rewire/Network Fire Station	5,000
Replace Network Switches	10,000
Surfaces for Inspections	3,500
Police	
Leased Squads Build Up	67,000
Office Furniture	3,000
800 MHz Radio Replacement	135,000
Community Development	
Zoning Code Update (Part II)	50,000
Fire Facility/Civil Defense	
Civil Defense Siren	25,000
Parks	
Trailer	15,000
Mower	22,000
Buster Park Gazebo	7,000
Beach House Shingles	7,000
Triangle Park Playground	30,000
Gregory Park Basketball Overlay	8,000
Stump Grinder	15,000
Cab for Snowblower	6,000
Security Camera- College Dr Bridge	2,500
Memorial Park Phase I Completion	260,000
<i>Splash Pad Match</i>	100,000
Streets	
Tree Replacement	25,000
Welder	3,000
GRAND TOTAL	1,634,909

TRANSIT FUND

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues			
Property Taxes	-	-	-
Grants & Aids	1,144,794	1,101,473	1,219,397
Intergovernmental	18,016	17,000	14,400
Charges for Services	143,642	179,377	175,588
Other Revenue	7,305	3,000	5,000
Total Revenues	<u>1,313,757</u>	<u>1,300,850</u>	<u>1,414,385</u>
Expenditures			
Personnel Services	128,933	194,863	189,588
Supplies	98,276	113,589	117,778
Services	908,627	907,398	929,219
Capital	84,208	85,000	187,000
Total Expenditures	<u>1,220,043</u>	<u>1,300,850</u>	<u>1,423,585</u>
Other Sources (Uses)			
Transfer In (Out)	-	-	-
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>93,714</u>	<u>-</u>	<u>(9,200)</u>
Fund Balance - Jan 1st	163,306	257,020	257,020
Fund Balance - Dec 31st	257,020	257,020	247,820

LIBRARY FUND

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues			
Property Taxes	147,709	154,123	146,851
Other Taxes	1,927	1,503	-
Interest	4,060	-	-
Contributions & Donations	104,179	-	-
Other Revenue	5,410	-	-
Total Revenues	263,284	155,626	146,851
Expenditures			
Supplies	5,279	6,596	16,400
Services	146,329	143,030	122,451
Capital	1,398	6,000	8,000
Total Expenditures	153,006	155,626	146,851
Other Sources (Uses)			
Transfer In (Out)	-	-	-
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	-	-	-
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	110,278	-	-
Fund Balance - Jan 1st	230,838	341,116	341,116
Fund Balance - Dec 31st	341,116	341,116	341,116

RECYCLING FUND

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues			
Property Taxes	-	-	-
Intergovernmental	16,000	-	-
Used Oil Revenue	471	600	600
Other Revenue	61	-	5
Total Revenues	<u>16,532</u>	<u>600</u>	<u>605</u>
Expenditures			
Services	13,768	-	-
Used Oil Expenditures	1,096	1,000	1,100
Other	697	700	700
Total Expenditures	<u>15,561</u>	<u>1,700</u>	<u>1,800</u>
Other Sources (Uses)			
Transfer In (Out)	-	-	1,500
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>1,500</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>971</u>	<u>(1,100)</u>	<u>305</u>
Fund Balance - Jan 1st	107	1,078	(22)
Fund Balance - Dec 31st	1,078	(22)	283

PARKING LOT FUND

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues			
Property Taxes	-	-	-
Charges for Services	34,406	44,000	44,000
Other Revenue	2	-	-
Total Revenues	<u>34,408</u>	<u>44,000</u>	<u>44,000</u>
Expenditures			
Personnel Services	41	4,055	-
Supplies	174	100	100
Services	15,116	17,292	16,457
Capital	-	-	-
Total Expenditures	<u>15,331</u>	<u>21,447</u>	<u>16,557</u>
Other Sources (Uses)			
Transfer In (Out)	(34,221)	(22,000)	(22,000)
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>(34,221)</u>	<u>(22,000)</u>	<u>(22,000)</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>(15,144)</u>	<u>553</u>	<u>5,443</u>
Fund Balance - Jan 1st	479	(14,665)	(14,112)
Fund Balance - Dec 31st	(14,665)	(14,112)	(8,669)

PERMANENT IMPROVEMENT FUND

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues			
Property Taxes	344,504	368,564	403,532
Other Taxes	4,376	-	-
Total Revenues	<u>348,879</u>	<u>368,564</u>	<u>403,532</u>
Expenditures			
Personnel Services	-	-	-
Supplies	-	-	-
Services	-	-	-
Capital	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>
Other Sources (Uses)			
Transfer In (Out)	(348,955)	(368,564)	(403,532)
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>(348,955)</u>	<u>(368,564)</u>	<u>(403,532)</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>(75)</u>	<u>-</u>	<u>-</u>
Fund Balance - Jan 1st	5,150	5,075	5,075
Fund Balance - Dec 31st	5,075	5,075	5,075

MAYOR'S CONTINGENCY FUND

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues			
Property Taxes	-	-	-
Other Taxes	-	-	-
Total Revenues	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures			
Personnel Services	-	-	-
Supplies	-	-	-
Services	244	2,500	2,500
Capital	-	-	-
Total Expenditures	<u>244</u>	<u>2,500</u>	<u>2,500</u>
Other Sources (Uses)			
Transfer In (Out)	2,500	2,500	2,500
Other Sources (Uses)	(2,256)	-	-
Total Other Sources (Uses)	<u>244</u>	<u>2,500</u>	<u>2,500</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - Jan 1st	-	-	-
Fund Balance - Dec 31st	-	-	-

HYDRANT RENTAL & ELECTRIC CURRENT FUND

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues			
Property Taxes	170,233	184,282	605,298
Other Taxes	2,289	-	-
Brainerd Public Utilities Sale Allocation	757,394	762,300	735,404
Total Revenues	929,916	946,582	1,340,702
Expenditures			
Personnel Services	-	-	-
Supplies	-	-	-
Services	-	-	-
Capital	-	-	-
Total Expenditures	-	-	-
Other Sources (Uses)			
Transfer In (Out)	(929,954)	(946,582)	(1,340,702)
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	(929,954)	(946,582)	(1,340,702)
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	(38)	-	-
Fund Balance - Jan 1st	2,575	2,537	2,537
Fund Balance - Dec 31st	2,537	2,537	2,537

EDA FUND

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues			
Property Taxes	122,178	127,817	133,789
Other Taxes	1,598	-	-
Interest	643	250	400
Other Revenues	-	-	-
Total Revenues	<u>124,419</u>	<u>128,067</u>	<u>134,189</u>
Expenditures			
Personnel Services	31,905	-	-
Supplies	-	-	-
Services	86,899	126,950	136,000
Total Expenditures	<u>118,804</u>	<u>126,950</u>	<u>136,000</u>
Other Sources (Uses)			
Transfer In (Out)	-	-	-
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>5,615</u>	<u>1,117</u>	<u>(1,811)</u>
Fund Balance - Jan 1st	33,988	39,602	40,719
Fund Balance - Dec 31st	39,602	40,719	38,908

SANITARY SEWER ENTERPRISE FUND

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Operating Revenues			
Charges for Services	850,582	700,000	850,000
Total Revenues	<u>850,582</u>	<u>700,000</u>	<u>850,000</u>
Operating Expenditures			
Salaries and Benefits	115,842	164,241	172,428
Professional Services	22,761	5,500	75,500
Repairs and Maintenance	79,704	46,000	90,000
Insurance	5,035	5,276	4,956
Lease Payments	-	-	-
Depreciation	476,739	405,000	480,000
Materials and Supplies	5,473	6,800	9,400
Miscellaneous	2,250	2,000	7,100
Total Operating Expenses	<u>707,804</u>	<u>634,817</u>	<u>839,384</u>
Operating Income (Loss)	<u>142,778</u>	<u>65,183</u>	<u>10,616</u>
Nonoperating Revenues (Expenses)			
Intergovernmental	202,165	226,000	200,000
Gain (Loss) on Disposal of Asset	-	1,000	-
Interest Income	-	-	-
Interest Expense and Fiscal Charges	(114,322)	(134,545)	(80,373)
Contributed Capital	-	-	-
Total Nonoperating Revenue (Exp.)	<u>87,843</u>	<u>92,455</u>	<u>119,627</u>
Change in Net Position Before Transfers	<u>230,621</u>	<u>157,638</u>	<u>130,243</u>
Transfers In (Out)	130,161	-	-
Change in Net Position	<u>360,782</u>	<u>157,638</u>	<u>130,243</u>
Net Position- Beginning of Year	7,470,541	7,831,323	7,988,961
Net Position - End of Year	7,831,323	7,988,961	8,119,204

STORM SEWER ENTERPRISE FUND

	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Operating Revenues			
Charges for Services	469,058	425,000	460,000
Total Revenues	<u>469,058</u>	<u>425,000</u>	<u>460,000</u>
Operating Expenditures			
Salaries and Benefits	40,196	65,462	44,516
Professional Services	31,403	91,000	158,000
Repairs and Maintenance	53,275	64,700	96,000
Insurance	2,518	2,638	2,478
Depreciation	249,013	250,000	250,000
Materials and Supplies	-	-	-
Miscellaneous	1,927	1,500	1,800
Total Operating Expenses	<u>378,332</u>	<u>475,300</u>	<u>552,794</u>
Operating Income (Loss)	<u>90,726</u>	<u>(50,300)</u>	<u>(92,794)</u>
Nonoperating Revenues (Expenses)			
Intergovernmental	788,051	16,000	112,000
Interest Income	-	-	-
Interest Expense and Fiscal Charges	(5,333)	(7,400)	(546)
Total Nonoperating Revenue (Exp.)	<u>782,718</u>	<u>8,600</u>	<u>111,454</u>
Change in Net Position Before Transfers	<u>873,444</u>	<u>(41,700)</u>	<u>18,660</u>
Transfers In (Out)	-	-	(1,500)
Change in Net Position	<u>873,444</u>	<u>(41,700)</u>	<u>17,160</u>
Net Position- Beginning of Year	5,826,078	6,699,522	6,657,822
Net Position - End of Year	6,699,522	6,657,822	6,674,982



City of Brainerd Commission/Committee/Board Application Form

Any questions contact City Hall at 218-828-2307

Commission/Committee/Board Applying for Cable TV Date: 12-3-20

COMMISSION
This application is public data pursuant to M.S. 13.43

PLEASE NOTE: Completion and submission of this form grants the City authority to conduct a background check including a complete criminal history and driver's license check.

*Name: Last Erickson First Wayne M.I. B

PLEASE NOTE: Please see the individual committee requirements to serve on a City Committee or Board.

Why do you want to be on the Commission/Committee/Board you are applying for?

I enjoy serving our city of Brainerd, I can help give direction to this commission and support others on board to accomplish as much as possible for this organization.

What skills, strengths, or abilities do you believe you will add to the organization?

I believe my 20+ years as a business owner, home owner and 30+ years living & working in the Brainerd city will give me skills to help serve on the Cable TV Commission

*Please refer to the "Meeting Dates and Time" for your desired Committee; are you able to commit to this schedule? yes

*After Reviewing the City's "Conflict of Interest Policy" Please Explain if you are aware of any situation that might be perceived by others as a "Conflict of Interest" if you are appointed:

None that I know of.

Please list any additional comments:

I want to be asset to the Cable TV commission and help this commission to accomplish all that is needed to see that this important part of the city is handled to benefit its uses and the city of Brainerd. Working to be an encouragement to those who serve on this commission.

Wayne B. Erickson
(Signature)

12-3-2020
(Date)

*Required Information

Submit completed application forms via one of the following options:

Email: sbestul@ci.brainerd.mn.us **fax:** 218-828-2316

Mail: City of Brainerd, 501 Laurel Street, Brainerd MN 56401



City of Brainerd Commission/Committee/Board Application Form

Any questions contact City Hall at 218-828-2307

Commission/Committee/Board Applying for Parking Commission Date: 12-3-2020

This application is public data pursuant to M.S. 13.43

PLEASE NOTE: Completion and submission of this form grants the City authority to conduct a background check including a complete criminal history and driver's license check.

*Name: Last Erickson First Wayne M.I. B

PLEASE NOTE: Please see the individual committee requirements to serve on a City Committee or Board.

Why do you want to be on the Commission/Committee/Board you are applying for?

I was on the Parking Commission Board back in the 90's
we were able to solve many of the issues of that time. I
want to share what we did back then may help today.

What skills, strengths, or abilities do you believe you will add to the organization?

I was in business in downtown Brainerd in 80's & 90's
and shared many of the parking issues then. I have willingness
to help make hard decisions to help with parking issues today

*Please refer to the "Meeting Dates and Time" for your desired Committee; are you able to commit to this schedule? yes

*After Reviewing the City's "Conflict of Interest Policy" Please Explain if you are aware of any situation that might be perceived by others as a "Conflict of Interest" if you are appointed:

No

Please list any additional comments:

I am always on time for meetings, I am a hard worker
I am task oriented, I very much like to see projects get done
I always look for ways to treat people fair. I have no personal
agendas and look forward to working with others on this
commission to seek the best outcome for parking

Wayne B Erickson
(Signature)

12-3-2020
(Date)

*Required Information

Submit completed application forms via one of the following options:

Email: sbestul@ci.brainerd.mn.us fax: 218-828-2316
Mail: City of Brainerd, 501 Laurel Street, Brainerd MN 56401



City of Brainerd Commission/Committee/Board Application Form

RECEIVED

Any questions contact City Hall at 218-828-2307

Commission/Committee/Board Applying for Brainerd HRA

Date: 12/13/2020

DEC 15 2020

This application is public data pursuant to M.S. 13.43

CITY OF BRAINERD
ADMINISTRATION

PLEASE NOTE: Completion and submission of this form grants the City authority to conduct a background check including a complete criminal history and driver's license check.

* Name: Last Duval First Michael M.I. C

PLEASE NOTE: To serve on a City Committee or Board, you must either live in or own property within the City Limits of Brainerd.

Why do you want to be on the Commission/Committee/Board you are applying for?

I am seeking reappointment to this Commission. I have an interest in improving the quality of housing, especially affordable energy-efficient housing, in the City of Brainerd.

What skills, strengths, or abilities do you believe you will add to the organization?

I am recently retired from a professional career in natural resources where I was involved in policy development, smart development, and strategic land acquisitions. I am currently a MN licensed residential home remodeler working on renovating and rehabilitating older housing stock in the city.

* Please refer to the "Meeting Dates and Time" for your desired Committee; are you able to commit to this schedule? 4th Wednesday, 1:00 PM; yes

* After Reviewing the City's "Conflict of Interest Policy" Please Explain if you are aware of any situation that might be perceived by others as a "Conflict of Interest" if you are appointed:

Please list any additional comments:

I currently serve on the Brainerd HRA, filling out the last two months of an open term and am seeking reappointment another term. I own and manage a small number of rental homes in Brainerd. I also currently serve on the Brainerd Planning Commission and the Rental Dwelling License Board of Appeals. I am a member of a small ad hoc work group providing review and revisions to the city's rental housing maintenance code.

Michael Duval 12/13/2020
(Signature) (Date)

* Required Information

Submit completed application forms via one of the following options:

email: sbestul@ci.brainerd.mn.us

fax: 218-828-2316

Mail: City of Brainerd, 501 Laurel Street, Brainerd MN 56401



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by:	Department:
Presenter (Name & Title):	Estimated Time Needed:
Summary of Issue:	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion:	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	

Police Chief Candidate Ratings December 14, 2020

The process to evaluate police chief candidates was approved by the Civil Service Commission earlier this year. That system included the following components:

Item	Weighted percent	Points possible
Application (Training and Experience)	20%	20
Video interview	5%	5
Interviews	75%	75
Total	100%	100

The application and video interview rating was completed by the hiring committee appointed by the Commission. That included Jennifer Bergman, Kris Schubert, Corky McQuiston and Cathy Gray.

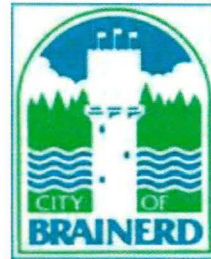
The interviews component listed above was completed by the community panel appointed to interview the top 7 candidates. That panel consisted of Brainerd Fire Chief Tim Holmes, ISD No. 181 Superintendent Laine Larson, Mid-MN Women's Center Executive Director Shannon Wussow, Baxter Police Chief Jim Exsted and Bemidji Police Chief Mike Mastin.

The chart below shows the final scores and ranking of each candidate:

Candidate Name	Final Score	Ranking
George Vinson	86.90	1
Brent Baloun	79.40	2
Victor Siebeneck III	70.15	3
Chad Worden	57.60	4
Ty Sharpe	53.50	5
James Carroll	49.05	6
Peyton Fleming	47.90	7

Please note that the Civil Service Rules provides for additional points for internal candidates based on years of service; however, that does not apply for this testing process since none of the top seven were internal candidates.

Certified by the Police & Fire Civil Service Commission: 12/14/2020



December 14, 2020

Mr. Dave Badeaux, Mayor
City of Brainerd
501 Laurel Street
Brainerd, MN 56401

Dear Mayor Badeaux:

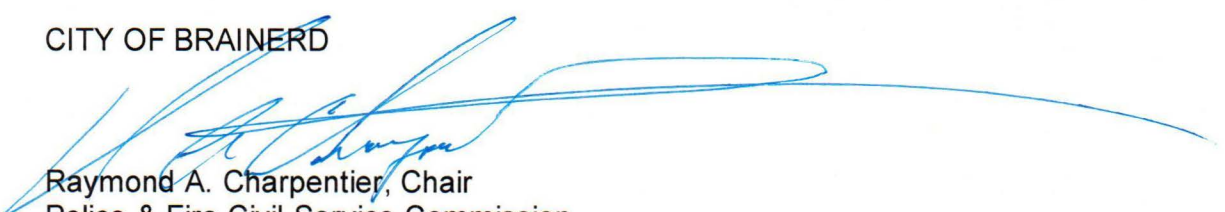
The Police & Fire Civil Service Commission is pleased to certify to you the first three names on the current Police Chief Eligibility List. They are as follows:

	<u>Candidate</u>	<u>Score</u>
1.	George Vinson	86.90
2.	Brent Baloun	79.40
3.	Victor Siebeneck III	70.15

If you have any questions, please don't hesitate to contact us.

Sincerely,

CITY OF BRAINERD


Raymond A. Charpentier, Chair
Police & Fire Civil Service Commission

/ks

cc: City Administrator Bergman
Police Chief McQuiston



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) <i>*provide copy of published hearing notice</i> ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading
Submitted by:	Department:
Presenter (Name & Title):	Estimated Time Needed:
Summary of Issue:	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion:	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <u>Please Explain:</u>	

City of Brainerd, Minnesota - Organization Chart (*PORION OF*)
October 2020

