# CITY COUNCIL AGENDA
**Brainerd, Minnesota**
**October 21, 2013**
**7:30 P.M.**
**Brainerd City Hall**
**Council Chambers**

_____ Mayor Wallin
_____ C. Borkenhagen
_____ M. Koep
_____ D. Pritschet
_____ K. Bevans
_____ G. Scheeler
_____ D. Parks
_____ B. Cumberland

**1. Call to Order**

**2. Roll Call**

**3. Pledge of Allegiance**

**4. Approval of Agenda**

**5. Consent Calendar (NOTICE TO PUBLIC) – All matters listed are considered routine by the Council and will all be enacted by one (1) motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Council votes on the motion to adopt by roll call.**

**A. Approval of the Minutes of the Regular Meeting held on October 7, 2013, as distributed**

**B. Approval of Licenses – (See Attachment)**

1. Contractor's Licenses – 1 – New.
2. Contractor's Licenses – 1 – Renewals.

**C. Department Reports**

1. Mayor's report of activities distributed to Council.
2. Police Chief's report of activities distributed to Mayor and Council.
3. Finance Director's report distributed to Mayor and Council.

**D. Minnesota Lawful Gambling Application to Conduct Excluded Bingo – Submitted by Knights of Columbus council 1491 – Approval of**

**E. Minnesota Lawful Gambling – Adopt Resolution Approving Premises Permit Application Submitted by St. Mathias Parks & Recreation to Conduct Lawful Gambling at Jack's House, 300 Hwy 25 South, Brainerd – (See Attachment)**

**F. Police Department – Adopt Resolution Approving Bomb Disposal Unit Joint Powers Agreement between the State of MN, Crow Wing County and the City of**

**Brainerd for the period of July 1, 2013 – June 30, 2015 and Authorize Proper Signatures – (See Attachment)**

**G. Street Department – Maintenance I Employee Darin Caughey – Completion of 6-Month Probationary Period Effective October 8, 2013 – Change Status from "probationary" to "regular" and adjust pay rate to $20.73 per hour effective October 8, 2013, pursuant to Article XI, Section 6, of the I.O.U.E. Local 49 Street Department Union Contract – (See Personnel and Finance Committee Agenda)**

**H. Correction of December 19, 2011 City Council Minutes – (See Attachment)**

**I. Kitchigami Regional Library Automation Repair and Replacement (ARR) Statement – Approve and Authorize Proper Signatures – (See Attachment)**

**J. Call for Applicants:**

1. Rental Dwelling Board of Appeals:
   a. *One "Tenant Representative Position" – Term Expires 12/31/2014*
   b. *One "General Public Representative" – Term Expires 12/31/2014*
2. Transportation Committee – Two Terms to Expire 12/31/2014
3. GreenStep City Committee – Five Terms (Expiration TBD)
4. EDA – One Term to Expire 09/07/2019

**6. Approval of Bills and Transfer of Funds – Recommended by the Personnel and Finance Committee**

| | |
|---|---|
| - From General Fund to Public Safety Fund | $185,000 |
| - From General Fund to Park Fund | $56,500 |
| - From General Fund to Street & Sewer Fund | $71,500 |
| - From General Fund to Airport Fund | $12,960 |
| - From Parking Fund to Street & Sewer Fund | $18,272 |
| - From Parking Fund to Construction Fund | $25,480 |
| - From Fund #209 to Fund #215 | $5,775 |
| - From Fund #298 to Fund #215 | $143,544 |
| | $519,031 |

**7. Council Committee Reports – (See Attached Agendas)**

A – Personnel and Finance Committee.
B – Safety and Public Works Committee.

**8. Unfinished Business**

**A. Public Hearing – 2013 Improvement Assessments – (See Attachment)**

**B. Quiet Zones – Motion Tabled at September 16, 2013 Meeting: Spend Up to $7,500 for RFP Contingent on Baxter Covering their Share of Costs**

**9. New Business**

**A.** **Brainerd Lakes Regional Airport Update – Manager Jeff Wig and Board Chair Andy Larson to Report**

**B.** **Ad Hoc History Group Presentation**

**C.** **Charter Amendment – First Reading of Ordinance Amending Charter regarding City Attorney Position/Contract – (See Attachment)**

**10.** **Planning Commission – (See Attachments)**

**A.** **Text Amendment – Add to the Zoning Ordinance: "Community Center" Definition and Community Center as a Conditional Use Permit in Residential Zoning Districts**

**B.** **Variance at 602 South 8th Street – Capidal Investments LLC – Permit a Covered Porch Front Yard Encroachment**

**C.** **Variance at 602 South 8th Street – Capidal Investments LLC – Permit Living Space Addition to a Non-Conforming Building**

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

**12.** **Reports**

A – Mayor
B – City Attorney
C – City Administrator
D – City Engineer
E – City Planner
F – Police Chief
G – Finance Director
H – Council President

**13.** **Council Other Committee Reports**

**14.** **Adjourn – To Closed Session Pursuant to Attorney Client Privilege to Discuss the Anda Assessment Litigation**

**15.** **Adjourn – To Closed Session to Discuss 2014 Union Negotiation Strategies**

NOTE: Safety and Public Works Committee will meet at 6:15 P.M.
Personnel and Finance Committee will meet at 6:45 P.M.

**ANY INDIVIDUAL NEEDING SPECIAL ACCOMMODATIONS,
PLEASE CALL 828-2307. Visit the City's website at www.ci.brainerd.mn.us**

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

# CITY OF BRAINERD
# PERSONNEL AND FINANCE COMMITTEE
# AGENDA

October 21, 2013
City Hall Conference Room
645 P.M.

1. Approval of Bills and Transfer of Funds – (See Attachment)

| | |
|---|---|
| - From General Fund to Public Safety Fund | $185,000 |
| - From General Fund to Park Fund | $56,500 |
| - From General Fund to Street & Sewer Fund | $71,500 |
| - From General Fund to Airport Fund | $12,960 |
| - From Parking Fund to Street & Sewer Fund | $18,272 |
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| - From Fund #209 to Fund #215 | $5,775 |
| - From Fund #298 to Fund #215 | $143,544 |
| | $519,031 |

2. Revised City Administrator Position Profile and Description – (See Attachment)

3. Health Insurance Renewal – Effective 1/1/2014 – (See Attachment)

4. Civic Center Sale to BAHA – (See Attachment)

5. Street Department – Maintenance I Employee Darin Caughey – Completion of 6-Month Probationary Period Effective October 8, 2013 – Change Status from "probationary" to "regular" and adjust pay rate to $20.73 per hour effective October 8, 2013, pursuant to Article XI, Section 6, of the I.O.U.E. Local 49 Street Department Union Contract – (See Attachment and Consent Calendar)

6. Fire Department – Resignation of Paid On Call Firefighter Caleb Kreller – Accept with Regret and Authorize Replacement Process – (See Attachment)

7. Other

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

Monday, October 21, 2013
6:15 p.m.
City Council Chambers

1. SAC and WAC Fee Waiver Period – (see attachment)

2. Dellwood Drive Project – (see attachment)

3. Safe Routes to School Project Scope – (see attachment)

4. Street Closure/Event Applications for Parades – (see attachment)

5. Water Tower Leakage Options – (see attachment)

6. MS4 Permit Application – (see attachment)

7. Event Application – (see attachment)

8. “No Motor Vehicle” Signs on Buffalo Hills Trail

9. CLC Snow Removal – (see attachment)