

CITY COUNCIL AGENDA

Brainerd, Minnesota

March 15, 2021

7:30 P.M.

For the safety of our staff and residents, the public is invited to attend the meeting by calling in as shown below.

WebEx Teleconference Meeting - Call In Information

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

Access Code: 187 250 7247

Meetings are also live-streamed to the City of Brainerd YouTube channel.

1. Call To Order - 7:30 PM

2. Roll Call

___ T. Stenglein ___ T. Erickson ___ M. O'Day ___ K. Stunek

___ G. Johnson ___ D. Pritschet ___ K. Bevans ___ Mayor Badeaux

3. Pledge Of Allegiance

4. Approval Of Agenda - Voice Vote

5. Consent Calendar

NOTICE TO PUBLIC - all matters listed are considered routine by the Council and will all be enacted by one (1) motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Council votes on the motion to be ADOPTED BY ROLL CALL

A. Approval Of Bills

Documents:

031521 COUNCIL AP.pdf

B. Approval Of Minutes

1. Regular Meeting Held on March 1, 2021
2. Joint Meeting Held with the EDA on March 8, 2021

Documents:

20210301_CC draft.pdf

20210308_Joint EDA and CC Workshop.pdf

C. Approval Of Licenses

Contractor Licenses - 3

Documents:

2021-03-10 Contractor Licenses.pdf

D. Department Activity Reports

1. Police Chief
2. Finance Director

Documents:

Police Chief Report.pdf

6. Community Member Of The Month

Documents:

Community Member.pdf

7. Council Committee Reports

A. Safety And Public Works Committee -7:00 P.M.

WebEx Teleconference Information

- Call Toll-Free: 844-992-4726
- Access Code: 187 024 7694

Documents:

20210315_SPW.pdf

1. Request To Approve Brainerd And Crow Wing County Public Transit Request For Proposals For 3rd Party Operation Services

Documents:

Transit 3rd Party Contractor RFP.pdf

2. Request To Approve Cost Share Agreement With Crow Wing County For Improvement 21-04 - 2021 Street Striping Project

Documents:

Imp 21-04 Agreement.pdf

3. Request To Approve Downtown Crosswalk Painting Plan

Documents:

Colored Crosswalks.pdf

4. (Added Item) Request To Award Brainerd Street Garage Parks Addition Bids

Documents:

Street Garage Bids.pdf

B. Personnel And Finance Committee - 6:45 P.M.

WebEx Teleconference Information

- Call Toll-Free: 844-992-4726
- Access Code: 187 262 0293

Documents:

20210315_PF.pdf

1. Authorize Hiring Of Community Service Officer

Documents:

Authorize CSO.pdf

2. Authorize Updating The Police Officer Eligibility List

Documents:

PD Eligibility List.pdf

3. Consideration Of Mr. Jedlenski's Request For Property Tax Refund

Documents:

Jedlenski Request.pdf

4. 2022 Capital Equipment And Facility Budget

Documents:

2022 Captial Budget.pdf

8. Unfinished Business

A. Committee Resignations - Accept With Regret

- Ed Menk, Economic Development Authority (EDA)

B. Committee Recommendations - Recommended By Mayor Badeaux

- Andrew Shipe, Charter Commission
- Jan Lambert, Charter Commission
- Wayne Erickson, Housing & Redevelopment Authority (HRA)
- Jan Lambert, Transportation Advisory Committee (TAC)

Documents:

Shipe, Andrew - Charter.pdf

Lambert, Jan - Charter.pdf
Erickson, Wayne - HRA.pdf
Lambert, Jan - TAC.pdf

C. 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 2022)

Charter Commission - 1 term (Expire 2022) - 2 terms (Expire 2024)

pending appointments

Housing & Redevelopment Authority (HRA) - 1 term (Expire 2025)

pending appointment

Rental Dwelling License Board of Appeals - 3 terms (Expire 2022)

Transportation Advisory Committee (TAC) - 2 terms (Expire 2022)

one pending appointment

Mayor Recommended: (terms to expire 09/07 of said year)

Economic Development Authority (EDA) - 1 term (Expire 2021) - 1 term (Expire 2026)

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

Police & Fire Civil Service Commission - 1 term (Expire 2023)

Ad Hoc Committees - Applicants Needed

Water Tower Committee - Two positions available

9. New Business

A. Discussion On Rental Property Maintenance Code

Documents:

[Rental Property Maintenance Code.pdf](#)

B. Final Reading - Proposed Ordinance No. 1514 - Repealing Section 905 And Amending Section 1400 Of The City Code - City Administration Bergman Recommends To Dispense With The Actual Reading

a. Hold Public Hearing

b. Consider Testimony and Alternatives

c. Hold Final Reading and Dispense with Actual Reading

d. Adopt Ordinance

Documents:

[ORD 1514 Final.pdf](#)

C. Public Hearing And Resolution - Approving A Project By Horizon

**Health, Inc. And Consenting To The Issuance Of Tax-Exempt
Obligations By The City Of Pierz, Minnesota**

Documents:

PH-RES Horizon.pdf

10. **Public Forum**

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

11. **Staff Reports**

(Verbal: Any Updates since Packet)

12. **Mayor's Report**

13. **Council Member Reports**

14. **Adjourn To Joint City Council/BPU Commission Closed Session
Pursuant To MN Statute 13D.03 To Discuss Labor Negotiations
Strategy**

Personnel & Finance Committee will meet at 6:45 P.M.

WebEx Teleconference Call In Info:

Call Toll-Free: 844-992-4726

Access Code: 187 262 0293

Safety & Public Works Committee will meet at 7:00 P.M.

WebEx Teleconference Call In Info:

Call Toll-Free: 844-992-4726

Access Code: 187 024 7694

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"*

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:							
295025							
64627	ACE HARDWARE	02/26/2021	03/17/2021	36.58	36.58	Open	N
	HOT WATER JETTER REPAIR	pziemer					03/17/2021
238-3160-42220	REPAIR & MAINT			36.58			
295128							
64659	ACE HARDWARE	03/03/2021	03/17/2021	16.59	16.59	Open	N
	RADIATOR REPAIR HOSE AND FITTINGS	pziemer					03/17/2021
235-3125-42220	REPAIR & MAINT			16.59			
294960							
64755	ACE HARDWARE	02/23/2021	03/17/2021	16.19	16.19	Open	N
	GROUND CONNECTOR	pziemer					03/17/2021
225-2220-42210	OPERATING SUPPLIES			16.19			
295194							
64757	ACE HARDWARE	03/08/2021	03/17/2021	19.97	19.97	Open	N
	HOT WATER JETTER EXTENSION	pziemer					03/17/2021
238-3160-42220	REPAIR & MAINT			19.97			
295198							
64761	ACE HARDWARE	03/08/2021	03/17/2021	6.45	6.45	Open	N
	ALLEY DRAINAGE SCREEN	pziemer					03/17/2021
238-3160-42220	REPAIR & MAINT			6.45			
Total for vendor 0011 - ACE HARDWARE:				95.78	95.78		
Vendor 2902 - ADVANCE AUTO PA:							
6574106183883							
64624	ADVANCE AUTO PARTS	03/02/2021	03/17/2021	8.27	8.27	Open	N
	SHOP PICK SET	pziemer					03/17/2021
235-3100-42220	REPAIR & MAINT			8.27			
6574105783802							
64625	ADVANCE AUTO PARTS	02/26/2021	03/17/2021	50.15	50.15	Open	N
	TRUCK 103 ENGINE BELT	pziemer					03/17/2021
235-3125-42220	REPAIR & MAINT			50.15			
6574106383938							
64733	ADVANCE AUTO PARTS	03/04/2021	03/17/2021	40.46	40.46	Open	N
	SHOP GREASE GUNS	pziemer					03/17/2021
235-3100-42240	SMALL TOOLS			40.46			
6574106784038							
64758	ADVANCE AUTO PARTS	03/08/2021	03/17/2021	74.18	74.18	Open	N
	SWEeper COOLANT	pziemer					03/17/2021
235-3100-42220	REPAIR & MAINT			74.18			
Total for vendor 2902 - ADVANCE AUTO PA:				173.06	173.06		

Vendor 1453 - AMERICAN DOOR W:

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User: pziemer

DB: Brainerd

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution GRANT						
0234197-IN							
64688	AMERICAN DOOR WORKS	01/01/2021	03/17/2021	100.30	100.30	Open	N
	NORTH STREET GARAGE DOOR OPENER	pziemer					03/17/2021
235-3100-42220	REPAIR & MAINT			100.30			
	Total for vendor 1453 - AMERICAN DOOR W:			100.30	100.30		
Vendor 2846 - AMERICAN WELDING:							
07627895							
64649	AMERICAN WELDING-GAS INC	02/18/2021	03/17/2021	310.09	310.09	Open	N
	WELDING/GAS SUPPLIES	pziemer					03/17/2021
235-3100-42220	REPAIR & MAINT			310.09			
	Total for vendor 2846 - AMERICAN WELDING:			310.09	310.09		
Vendor 0039 - AMERIPRIDE LINE:							
2201442230							
64736	ARAMARK UNIFORM	03/04/2021	03/17/2021	93.33	93.33	Open	N
	RUGS AND COVERALLS	pziemer					03/17/2021
235-3100-43430	MISCELLANEOUS			93.33			
	Total for vendor 0039 - AMERIPRIDE LINE:			93.33	93.33		
Vendor 3859 - ASL INTERPRETING SERVICES INC:							
21.02166							
64651	ASL INTERPRETING SERVICES INC	03/01/2021	03/17/2021	20.00	20.00	Open	N
	MAR 21 VRI SERVICES	pziemer					03/17/2021
225-2120-43300	PROFESSIONAL SERVICES			20.00			
	Total for vendor 3859 - ASL INTERPRETING SERVICES INC:			20.00	20.00		
Vendor 2740 - AT&T MOBILITY:							
03032021							
64762	AT&T MOBILITY	02/25/2021	03/17/2021	2,003.39	2,003.39	Open	N
	287287520356X03032021 PD PHONES	pziemer					03/17/2021
225-2120-43309	COMPUTER TECHNICAL SUPPORT			764.60			
225-2120-43321	TELEPHONE			1,238.79			
	Total for vendor 2740 - AT&T MOBILITY:			2,003.39	2,003.39		
Vendor 0745 - BATTERIES PLUS:							
P37287612							
64756	BATTERIES PLUS	03/04/2021	03/17/2021	16.99	16.99	Open	N
	BATTERIES	pziemer					03/17/2021
225-2220-42210	OPERATING SUPPLIES			16.99			
P37467060							
64791	BATTERIES PLUS	03/09/2021	03/17/2021	27.90	27.90	Open	N
	PHONE HEADSET BATTERIES	pziemer					03/17/2021

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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						
225-2120-42210	OPERATING SUPPLIES			27.90			
	Total for vendor 0745 - BATTERIES PLUS:			44.89	44.89		
Vendor 3120 - BOLTON & MENK:							
0264595							
64646	BOLTON & MENK	02/15/2021	03/17/2021	360.00	360.00	Open	N
	IMP 19-19 PRELIM/FINAL DESIGN/BIDDING	pziemer					03/17/2021
401-1919-43300	PROFESSIONAL SERVICES			360.00			
0264594							
64647	BOLTON & MENK	02/15/2021	03/17/2021	7,705.00	7,705.00	Open	N
	IMP 19-01 PROJECT COORD/FINAL DESIGN	pziemer					03/17/2021
401-1901-43300	PROFESSIONAL SERVICES			7,705.00			
	Total for vendor 3120 - BOLTON & MENK:			8,065.00	8,065.00		
Vendor 0065 - BOYER TRUCKS RO:							
CM89854R							
64799	BOYER TRUCKS ROGERS	03/10/2021	03/17/2021	(2.65)	(2.65)	Open	N
	WINDSHIELD WASHER CAP	pziemer					03/17/2021
235-3125-42220	REPAIR & MAINT			(2.65)			
	Total for vendor 0065 - BOYER TRUCKS RO:			(2.65)	(2.65)		
Vendor 0077 - BRAINERD HYDRAU:							
19522							
64796	BRAINERD HYDRAULICS/AIR	03/05/2021	03/17/2021	54.45	54.45	Open	N
	HOT WATER JETTER QUICK CONNECTS	pziemer					03/17/2021
238-3160-42220	REPAIR & MAINT			54.45			
	Total for vendor 0077 - BRAINERD HYDRAU:			54.45	54.45		
Vendor 0296 - BRAINERD PUBLIC:							
202102254730							
64648	BRAINERD PUBLIC UTILITIES	02/26/2021	03/17/2021	64.41	64.41	Open	N
	WELLNESS REIMBURSE	pziemer					03/17/2021
278-6515-43430	MISCELLANEOUS			64.41			
FEB 2021							
64776	BRAINERD PUBLIC UTILITIES	03/01/2021	03/17/2021	4,224.87	4,224.87	Open	N
	1/24-2/24 PARKS UTILITIES	pziemer					03/17/2021
230-5200-43381	BPU UTILITIES			4,224.87			
FEB 2021/CITY							
64777	BRAINERD PUBLIC UTILITIES	03/01/2021	03/17/2021	1,749.34	1,749.34	Open	N
	1/24-2/24 CITY UTILITIES	pziemer					03/17/2021
101-1940-43381	BPU UTILITIES			1,256.66			
101-1940-43381	BPU UTILITIES			284.57			
101-9200-43381	BPU UTILITIES			44.51			
101-9200-43381	BPU UTILITIES			74.65			

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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						
236-3180-43381	BPU UTILITIES			36.00			
401-1003-43380	UTILITIES			52.95			
FEB 21/PD							
64778	BRAINERD PUBLIC UTILITIES	03/01/2021	03/17/2021	4,646.01	4,646.01	Open	N
	1/24-2/24 PD UTILITIES	pziemer					03/17/2021
225-2120-43381	BPU UTILITIES			4,646.01			
FEB 21/FD							
64779	BRAINERD PUBLIC UTILITIES	03/01/2021	03/17/2021	3,684.25	3,684.25	Open	N
	1/24-2/24 FD UTILITIES	pziemer					03/17/2021
225-2220-43381	BPU UTILITIES			3,684.25			
FEB 21/LIBRARY							
64780	BRAINERD PUBLIC UTILITIES	03/01/2021	03/17/2021	1,139.36	1,139.36	Open	N
	01/24-02/24 LIBRARY UTILITIES	pziemer					03/17/2021
211-5500-43381	BPU UTILITIES			1,139.36			
FEB 21/STREETS							
64781	BRAINERD PUBLIC UTILITIES	03/01/2021	03/17/2021	24,828.33	24,828.33	Open	N
	1/24-2/24 STREET DEPT UTILITIES	pziemer					03/17/2021
235-3100-43381	BPU UTILITIES			24,828.33			
1735703							
64800	BRAINERD PUBLIC UTILITIES	03/01/2021	03/17/2021	47,003.62	47,003.62	Open	N
	2016A CITY SAN/SWR INTEREST	pziemer					03/17/2021
237-3190-46611	INTEREST PAYMENTS			47,003.62			
3/10/21							
64801	BRAINERD PUBLIC UTILITIES	03/10/2021	03/17/2021	69,274.76	69,274.76	Open	N
	REMIT LOST THRU 3/10/21	pziemer					03/17/2021
251-9360-43467	REMIT LOCAL SALES TAX COLLECT			69,274.76			
Total for vendor 0296 - BRAINERD PUBLIC:				156,614.95	156,614.95		

Vendor 0447 - CDW GOVERNMENT, :

8567404							
64750	CDW GOVERNMENT, INC	02/25/2021	03/15/2021	81.80	81.80	Open	N
	STARTECH CHARGER	pziemer					03/17/2021
203-9000-42200	OFFICE SUPPLIES			81.80			
8817154							
64784	CDW GOVERNMENT, INC	03/03/2021	03/17/2021	258.24	258.24	Open	N
	DELL - COUNCIL LAPTOP SLEEVES QTY 8	pziemer					03/17/2021
400-9050-45530	CAPITAL - OTHER			258.24			
8879987							
64785	CDW GOVERNMENT, INC	03/04/2021	03/17/2021	11.26	11.26	Open	N
	CDWG - CABLES	pziemer					03/17/2021
101-1800-42210	OPERATING SUPPLIES			11.26			
8894819							
64786	CDW GOVERNMENT, INC	03/04/2021	03/17/2021	(221.44)	(221.44)	Open	N
	DELL - COUNCIL LAPTOP SLEEVES - RETU	pziemer					03/17/2021

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
GL Distribution	GRANT						
400-9050-45530	CAPITAL - OTHER			(221.44)			
	Total for vendor 0447 - CDW GOVERNMENT,:			129.86	129.86		
Vendor 0307 - CENTERPOINT ENE:							
6004720-6/FEB 21							
64753	CENTERPOINT ENERGY	02/18/2021	03/17/2021	632.13	632.13	Open	N
	1/14-2/16 FIRE STATION UTILITIES	pziemer					03/17/2021
225-2220-43380	UTILITIES			632.13			
11078538-3/FEB 21							
64754	CENTERPOINT ENERGY	02/18/2021	03/17/2021	386.11	386.11	Open	N
	1/14-2/16 NE FIRE UTILITIES	pziemer					03/17/2021
225-2220-43380	UTILITIES			386.11			
	Total for vendor 0307 - CENTERPOINT ENE:			1,018.24	1,018.24		
Vendor 0135 - CWC TREASURER:							
4076							
64802	CWC TREASURER	03/01/2021	03/17/2021	8,050.00	8,050.00	Open	N
	MARCH 2021 SHARED SERVICES	pziemer					03/17/2021
101-9200-43300	PROFESSIONAL SERVICES			7,425.00			
211-5500-42220	REPAIR & MAINT			625.00			
	Total for vendor 0135 - CWC TREASURER:			8,050.00	8,050.00		
Vendor 1286 - EAST SIDE OIL C:							
R91601							
64666	EAST SIDE OIL COMPANY	02/24/2021	03/17/2021	100.00	100.00	Open	N
	WASTE OIL	pziemer					03/17/2021
227-3230-43428	USED OIL RECYCLING EXPENSE			100.00			
	Total for vendor 1286 - EAST SIDE OIL C:			100.00	100.00		
Vendor 1859 - ENTERPRISE FM T:							
FBN4159820/PD							
64805*	ENTERPRISE FM TRUST	03/03/2021	03/17/2021	2,584.18	2,584.18	Open	N
	MARCH 2021 VEHICLE LEASES	pziemer					03/17/2021
225-2120-43331	LEASED PAYMENTS			7,586.61			
400-0000-39101	SALE OF ASSETS			(5,002.43)			
FBN4159820/PARKS							
64806*	ENTERPRISE FM TRUST	03/03/2021	03/17/2021	408.36	408.36	Open	N
	MARCH 2021 VEHICLE LEASES	pziemer					03/17/2021
230-5200-43331	LEASE PAYMENTS			2,433.36			
400-0000-39101	SALE OF ASSETS			(2,025.00)			
FBN4159820/FD							
64807	ENTERPRISE FM TRUST	03/03/2021	03/17/2021	849.48	849.48	Open	N
	MARCH 2021 VEHICLE LEASE	pziemer					03/17/2021
225-2220-43331	LEASED PAYMENTS			849.48			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
FBN4159820/STREETS							
64808	ENTERPRISE FM TRUST	03/03/2021	03/17/2021	1,881.27	1,881.27	Open	N
	MARCH 2021 STREET DEPT VEHICLE LEASE	pziemer					03/17/2021
	235-3100-43331 LEASE PAYMENTS			1,881.27			
FBN4159820/CD							
64809	ENTERPRISE FM TRUST	03/03/2021	03/17/2021	357.61	357.61	Open	N
	MARCH 2021 COM DEV VEHICLE LEASE	pziemer					03/17/2021
	101-2400-43331 LEASE EXPENSE			357.61			
FBN4159820/ENG							
64810	ENTERPRISE FM TRUST	03/03/2021	03/17/2021	1,374.54	1,374.54	Open	N
	MARCH 2021 VEHICLE LEASES	pziemer					03/17/2021
	101-1700-43331 LEASE PAYMENTS			1,068.82			
	101-1940-43331 LEASE PAYMENTS			305.72			
	Total for vendor 1859 - ENTERPRISE FM T:			7,455.44	7,455.44		

Vendor 3800 - ENVIROTECH:

63902/FD							
64629	ENVIROTECH	03/01/2021	03/17/2021	238.00	238.00	Open	N
	MARCH 2021 FIRE DEPT JANITORIAL	pziemer					03/17/2021
	225-2220-43300 PROFESSIONAL SERVICES			238.00			
63902/CH							
64630	ENVIROTECH	03/01/2021	03/17/2021	1,765.00	1,765.00	Open	N
	MARCH 2021 CITY HALL JANITORIAL	pziemer					03/17/2021
	101-1940-43300 PROFESSIONAL SERVICES			1,765.00			
63902/PD							
64631	ENVIROTECH	03/01/2021	03/17/2021	1,255.00	1,255.00	Open	N
	MARCH 2021 POLICE DEPT JANITORIAL	pziemer					03/17/2021
	225-2120-43300 PROFESSIONAL SERVICES			1,255.00			
63902/STREETS							
64632	ENVIROTECH	03/01/2021	03/17/2021	238.00	238.00	Open	N
	MARCH 2021 STREET DEPT JANITORIAL	pziemer					03/17/2021
	235-3100-43300 PROFESSIONAL SERVICES			238.00			
	Total for vendor 3800 - ENVIROTECH:			3,496.00	3,496.00		

Vendor 1815 - F.I.R.E. CROSSL:

4877							
64751	F.I.R.E. CROSSLAKE	02/22/2021	03/17/2021	120.00	120.00	Open	N
	CPR REFRESHER	pziemer					03/17/2021
	225-2220-43330 PROFESSIONAL DEVELOPMENT			120.00			
	Total for vendor 1815 - F.I.R.E. CROSSL:			120.00	120.00		

Vendor 0177 - FIRST IMPRESSIO:

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	GL Distribution GRANT						
80191							
64771	FIRST IMPRESSION PRINTING	03/03/2021	03/17/2021	128.60	128.60	Open	N
	BPD BUSINESS CARDS & STOLEN VEHICLE	pziemer					03/17/2021
225-2120-42200	OFFICE SUPPLIES			128.60			
	Total for vendor 0177 - FIRST IMPRESSIO:			128.60	128.60		
Vendor 0186 - GALLS LLC:							
017621258							
64667	GALLS LLC	02/09/2021	03/17/2021	107.92	107.92	Open	N
	704 UNIFORM PANTS/FLASHLIGHT HOLDER	pziemer					03/17/2021
225-2120-41113	UNIFORM ALLOWANCE			107.92			
017675591							
64668	GALLS LLC	02/17/2021	03/17/2021	334.35	334.35	Open	N
	708 UNIFORM BOOTS, 717 UNIFORM PANTS	pziemer					03/17/2021
225-2120-41113	UNIFORM ALLOWANCE			334.35			
017693471							
64669	GALLS LLC	02/19/2021	03/17/2021	104.61	104.61	Open	N
	717 UNIFORM BODYSHIELD CARRIER	pziemer					03/17/2021
225-2120-41113	UNIFORM ALLOWANCE			104.61			
017701734							
64763	GALLS LLC	02/20/2021	03/17/2021	98.93	98.93	Open	N
	704 - UNIFORM PANTS	pziemer					03/17/2021
225-2120-41113	UNIFORM ALLOWANCE			98.93			
	Total for vendor 0186 - GALLS LLC:			645.81	645.81		
Vendor 3068 - GLS PROMOTIONS:							
61508							
64656	GLS PROMOTIONS	03/04/2021	03/17/2021	70.00	70.00	Open	N
	COUNCIL NAMEPLATES	pziemer					03/17/2021
101-1110-43430	MISCELLANEOUS			70.00			
	Total for vendor 3068 - GLS PROMOTIONS:			70.00	70.00		
Vendor 3011 - GUARDIAN PEST C:							
2223069							
64803	GUARDIAN PEST CONTROL INC	03/01/2021	03/17/2021	55.00	55.00	Open	N
	LIBRARY PEST CONTROL-LESS SALES TAX	pziemer					03/17/2021
211-5500-43400	REPAIR & MAINT LABOR			55.00			
	Total for vendor 3011 - GUARDIAN PEST C:			55.00	55.00		
Vendor 0200 - HEARTLAND ANIMA:							
FEB 2021							
64731	HEARTLAND ANIMAL RESCUE	02/28/2021	03/17/2021	2,305.00	2,305.00	Open	N
	FEB 2021 ANIMAL BOARDING/ADMIN	pziemer					03/17/2021

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GL Distribution	GRANT						
225-2700-43430	MISCELLANEOUS			493.00			
225-2700-43300	PROFESSIONAL SERVICES			1,812.00			
Total for vendor 0200 - HEARTLAND ANIMA:				2,305.00	2,305.00		

Vendor 3202 - INNOVATIVE OFFI:

IN3285808							
64770	INNOVATIVE OFFICE SOLUTIONS LLC	03/09/2021	03/17/2021	36.20	36.20	Open	N
	COPY PAPER	pziemer					03/17/2021
225-2220-42200	OFFICE SUPPLIES			36.20			
Total for vendor 3202 - INNOVATIVE OFFI:				36.20	36.20		

Vendor 0330 - JASON RODMAN CO:

414 3RD AVE -#2							
64782	JASON RODMAN CONSTRUCTION	03/09/2021	03/17/2021	9,675.00	9,675.00	Open	N
	2ND PAYMENT MCKAY	pziemer					03/17/2021
202-6324-45530	NE BRAINE/CAPITAL - RENTAL			9,675.00			
Total for vendor 0330 - JASON RODMAN CO:				9,675.00	9,675.00		

Vendor 3637 - LAKES AREA PROF:

267503							
64783	LAKES AREA PROFESSIONAL SERVICES	03/09/2021	03/17/2021	11,425.00	11,425.00	Open	N
	FINAL - 721 2ND AVE NE- SMALL CITIES	pziemer					03/17/2021
202-6324-45510	NE BRAINE/CAPITAL - RESDIENTIAL			11,425.00			
Total for vendor 3637 - LAKES AREA PROF:				11,425.00	11,425.00		

Vendor 0232 - LMCIT-BERKLEY:

10002612/QTR 2							
64732	LEAGUE MN CITIES INS TRUS	03/04/2021	03/17/2021	59,735.60	59,735.60	Open	N
	2021 QTR 2 WORK COMP INSURANCE	pziemer					03/17/2021
280-0000-41150	WORKERS COMP			47,485.59			
225-2225-41150	WORKERS COMP			12,250.01			
Total for vendor 0232 - LMCIT-BERKLEY:				59,735.60	59,735.60		

Vendor 0237 - LOCATORS - SUPP:

0290059-IN - 2							
64676	LOCATORS - SUPPLIES INC	02/10/2021	03/17/2021	11.73	11.73	Open	N
	FREIGHT FOR ORIGINAL INVOICE -	pziemer					03/17/2021
235-3100-42220	REPAIR & MAINT			11.73			
Total for vendor 0237 - LOCATORS - SUPP:				11.73	11.73		

Vendor 2141 - M&M EXPRESS SAL:

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	GL Distribution GRANT						
302237							
64752	M&M EXPRESS SALES & SERVICE	02/26/2021	03/17/2021	540.09	540.09	Open	N
	BACK PACK BLOWER	pziemer					03/17/2021
	225-2220-42210	OPERATING SUPPLIES		540.09			
		Total for vendor 2141 - M&M EXPRESS SAL:		540.09	540.09		
Vendor 0239 - MACQUEEN EQUIPM:							
W07688							
64628	MACQUEEN EQUIPMENT INC	02/25/2021	03/17/2021	2,953.75	2,953.75	Open	N
	SEWER CAMERA SERVICE	pziemer					03/17/2021
	237-3190-42220	REPAIR & MAINT		2,953.75			
		Total for vendor 0239 - MACQUEEN EQUIPM:		2,953.75	2,953.75		
Vendor 0247 - MED COMPASS INC:							
38979							
64643	MED COMPASS INC	02/22/2021	03/17/2021	3,350.00	3,350.00	Open	N
	FF MEDICAL HEARING TESTING	pziemer					03/17/2021
	225-2220-43300	PROFESSIONAL SERVICES		3,350.00			
		Total for vendor 0247 - MED COMPASS INC:		3,350.00	3,350.00		
Vendor 0889 - MENARDS - BAXTE:							
49817							
64789	MENARDS - BAXTER	03/01/2021	03/17/2021	32.25	32.25	Open	N
	BAP RINK GATE BOARD	pziemer					03/17/2021
	230-5200-42220	REPAIR & MAINT		32.25			
		Total for vendor 0889 - MENARDS - BAXTE:		32.25	32.25		
Vendor 3394 - MIDWEST MACHINE:							
2333306							
64734	MIDWEST MACHINERY CO	03/04/2021	03/17/2021	43.37	43.37	Open	N
	CHAINSAW SPROCKET REPAIR	pziemer					03/17/2021
	235-3100-42220	REPAIR & MAINT		43.37			
2333300							
64735	MIDWEST MACHINERY CO	03/04/2021	03/17/2021	1,755.66	1,755.66	Open	N
	TRACTOR 110 REPLACEMENT TOOLS	pziemer					03/17/2021
	235-3100-42220	REPAIR & MAINT		1,755.66			
		Total for vendor 3394 - MIDWEST MACHINE:		1,799.03	1,799.03		
Vendor MISC - MIKE'S MILLER'S ROOFING & SIDING CO:							
00036056							
64741	MIKE'S MILLER'S ROOFING & SIDING CO	03/05/2021	03/17/2021	70.00	70.00	Open	N
	BD Payment Refund	pziemer					03/05/2021
	101-0000-20200	Residential Re-Roof Only		70.00			

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	GL Distribution GRANT						
	Total for vendor MISC - MIKE'S MILLER'S ROOFING & SIDING CO:			70.00	70.00		
Vendor 0254 - MILLS MOTORS IN:							
552819							
64738	MILLS MOTORS INC	03/04/2021	03/17/2021	1,177.72	1,177.72	Open	N
	BUS 141 REPAIRS	pziemer					03/17/2021
	203-9000-43401 VEHICLE REPAIRS			1,177.72			
552656							
64739	MILLS MOTORS INC	02/26/2021	03/17/2021	631.79	631.79	Open	N
	BUS 142 REPAIRS	pziemer					03/17/2021
	203-9000-43401 VEHICLE REPAIRS			631.79			
	Total for vendor 0254 - MILLS MOTORS IN:			1,809.51	1,809.51		
Vendor 0147 - MINNESOTA SOFTB:							
6873							
64790	MINNESOTA SOFTBALL	03/02/2021	03/17/2021	6,944.00	6,944.00	Open	N
	SOFTBALLS	pziemer					03/17/2021
	230-5215-42210 OPERATING SUPPLIES			6,944.00			
	Total for vendor 0147 - MINNESOTA SOFTB:			6,944.00	6,944.00		
Vendor 3886 - MN DEPT OF COMMERCE:							
FILE 66357							
64760	UNCLAIMED PROPERTY PROGRAM	03/08/2021	03/17/2021	137.62	137.62	Open	N
	2019 UNCLAIMED CHECKS	pziemer					03/17/2021
	101-0000-20800 DUE TO OTHER GOVT UNITS			21.18			
	230-0000-20800 DUE TO OTHER GOVT UNITS			65.00			
	225-0000-20800 DUE TO OTHER GOVT UNITS			50.00			
	203-0000-20800 DUE TO OTHER GOVT UNITS			1.44			
	Total for vendor 3886 - MN DEPT OF COMMERCE:			137.62	137.62		
Vendor 1448 - MN DEPT OF TRAN:							
P00012931							
64636	MN DEPT OF TRANSPORTATION	02/18/2021	03/17/2021	9,074.93	9,074.93	Open	N
	TRAFFIC SYSTEM MAINTENANCE	pziemer					03/17/2021
	235-3100-42220 REPAIR & MAINT			2,268.73			
	101-0000-13200 DUE FROM OTHER GOVTS			4,537.47			
	101-0000-13200 DUE FROM OTHER GOVTS			2,268.73			
	Total for vendor 1448 - MN DEPT OF TRAN:			9,074.93	9,074.93		
Vendor 0418 - MN POLICE CHIEF:							
11924							
64797	MN CHIEF'S OF POLICE ASSO	03/10/2021	03/17/2021	112.50	112.50	Open	N
	200 PERMIT TO ACQUIRE CARDS	pziemer					03/17/2021
	225-2120-42210 OPERATING SUPPLIES			112.50			

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GL Distribution	GRANT						
Total for vendor 0418 - MN POLICE CHIEF:				112.50	112.50		
Vendor 3887 - MN STATE PATROL COM. VEH SECTION:							
2021							
64788	STATE OF MINNESOTA	03/09/2021	03/17/2021	24.00	24.00	Open	N
	QTY 12 DECALS 2021	pziemer					03/17/2021
235-3100-43430	MISCELLANEOUS			24.00			
Total for vendor 3887 - MN STATE PATROL COM. VEH SECTION:				24.00	24.00		
Vendor 3168 - MOTORS-N-MORE:							
28205							
64670	MOTORS-N-MORE	03/02/2021	03/17/2021	23.00	23.00	Open	N
	SQD 427 OIL CHANGE	pziemer					03/17/2021
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			23.00			
28213							
64772	MOTORS-N-MORE	03/04/2021	03/17/2021	23.00	23.00	Open	N
	SQD 402 OIL CHANGE	pziemer					03/17/2021
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			23.00			
28222							
64798	MOTORS-N-MORE	03/09/2021	03/17/2021	846.45	846.45	Open	N
	SQD 429 BRAKES	pziemer					03/17/2021
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			846.45			
Total for vendor 3168 - MOTORS-N-MORE:				892.45	892.45		
Vendor 0273 - NAPA AUTO PARTS:							
385675							
64769	NAPA AUTO PARTS	03/05/2021	03/17/2021	37.96	37.96	Open	N
	DEF	pziemer					03/17/2021
225-2220-42210	OPERATING SUPPLIES			37.96			
Total for vendor 0273 - NAPA AUTO PARTS:				37.96	37.96		
Vendor 0284 - OFFICE SHOP:							
1092723-0							
64626	OFFICE SHOP	02/25/2021	03/17/2021	51.99	51.99	Open	N
	COPY PAPER 11X17	pziemer					03/17/2021
101-1940-42200	OFFICE SUPPLIES			51.99			
1091735-0							
64737	OFFICE SHOP	02/02/2021	03/17/2021	1,037.14	1,037.14	Open	N
	COM DEV OFFICE FURNITURE	pziemer					03/17/2021
400-9050-45530	CAPITAL - OTHER			1,037.14			
Total for vendor 0284 - OFFICE SHOP:				1,089.13	1,089.13		
Vendor 2620 - PERSONNEL EVALU:							

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	GL Distribution GRANT						
39331							
64792	PERSONNEL EVALUATION INC	03/01/2021	03/17/2021	40.00	40.00	Open	N
	PROFILE POTENTIAL HIRES	pziemer					03/17/2021
225-2120-43300	PROFESSIONAL SERVICES			40.00			
	Total for vendor 2620 - PERSONNEL EVALU:			40.00	40.00		

Vendor 0291 - PIKE PLUMBING A:

78022							
64787	PIKE PLUMBING AND HEATING	03/04/2021	03/17/2021	594.29	594.29	Open	N
	ANNUAL BACKFLOW PREVENTER TESTS	pziemer					03/17/2021
101-1940-42220	REPAIR & MAINT			594.29			
	Total for vendor 0291 - PIKE PLUMBING A:			594.29	594.29		

Vendor 3436 - PRODUCTIVE ALTE:

INV00066641							
64795	PRODUCTIVE ALTERNATIVES	03/01/2021	03/17/2021	62,449.55	62,449.55	Open	N
	FEB 21 3RD PARTY TRANSIT SERVICES	pziemer					03/17/2021
203-9000-42212	MOTOR FUELS			2,680.40			
203-9000-43401	VEHICLE REPAIRS			6,804.02			
203-9000-43440	TRANSIT SERVICE CONTRACT PY			52,965.13			
	Total for vendor 3436 - PRODUCTIVE ALTE:			62,449.55	62,449.55		

Vendor 2487 - RAILROAD MANAGE:

434930							
64664	RAILROAD MANAGEMENT COMPANY	02/25/2021	03/17/2021	284.85	284.85	Open	N
	LICENSE 302986 6/2/21-6/1/22	pziemer					03/17/2021
238-3160-43430	MISCELLANEOUS			284.85			
434929							
64665	RAILROAD MANAGEMENT COMPANY	02/25/2021	03/17/2021	284.85	284.85	Open	N
	LICENSE 302985 6/2/21-6/1/22	pziemer					03/17/2021
238-3160-43430	MISCELLANEOUS			284.85			
	Total for vendor 2487 - RAILROAD MANAGE:			569.70	569.70		

Vendor 3413 - RATWIK, ROSZAK:

JAN 2021							
64794	RATWIK, ROSZAK AND MALONEY	03/01/2021	03/17/2021	8,534.68	8,534.68	Open	N
	JAN 2021 RETAINER/SERVICES	pziemer					03/17/2021
101-1610-43301	CITY ATTORNEY			4,391.68			
101-1610-43301	CITY ATTORNEY			2,355.00			
401-1415-43300	PROFESSIONAL SERVICES			960.00			
401-1901-43300	PROFESSIONAL SERVICES			270.00			
401-1609-43300	PROFESSIONAL SERVICES			468.00			
101-0000-14100	DUE FROM COMPONENT UNIT			90.00			
	Total for vendor 3413 - RATWIK, ROSZAK:			8,534.68	8,534.68		

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Vendor 0311 - ROYAL TIRE INC:							
317-44469 64634	ROYAL TIRE INC TRACTOR 110 FRONT TIRES	03/01/2021 pziemer	03/17/2021	426.64	426.64	Open	N 03/17/2021
235-3125-42220	REPAIR & MAINT			426.64			
Total for vendor 0311 - ROYAL TIRE INC:				426.64	426.64		
Vendor 1636 - SCR - NORTHERN:							
W33075 64804	SCR - NORTHERN BAXTER LIBRARY BOILER REPAIRS	03/01/2021 pziemer	03/17/2021	2,573.03	2,573.03	Open	N 03/17/2021
211-5500-45500	CAPITAL OUTLAY			2,573.03			
Total for vendor 1636 - SCR - NORTHERN:				2,573.03	2,573.03		
Vendor 0150 - SOURCEWELL:							
INV000000083 64650	SOURCEWELL HEALTH SOURCE SOLUTIONS OFF-PLAN EMPI	02/22/2021 pziemer	03/17/2021	36.00	36.00	Open	N 03/17/2021
278-6515-43430	MISCELLANEOUS			36.00			
Total for vendor 0150 - SOURCEWELL:				36.00	36.00		
Vendor 2589 - STAPLES ADVANTA:							
3470115349 64773	STAPLES ADVANTAGE NOTEPADS AND MARKERS	03/01/2021 pziemer	03/17/2021	27.81	27.81	Open	N 03/17/2021
225-2120-42200	OFFICE SUPPLIES			27.81			
3470115350 64774	STAPLES ADVANTAGE MOBILE PRINTER PAPER	03/01/2021 pziemer	03/17/2021	33.88	33.88	Open	N 03/17/2021
225-2120-42200	OFFICE SUPPLIES			33.88			
Total for vendor 2589 - STAPLES ADVANTA:				61.69	61.69		
Vendor 0322 - STREICHERS PROF:							
I1485532 64671	STREICHERS PROF EQUIP 715 UNIFORM KEEPER	02/22/2021 pziemer	03/17/2021	7.99	7.99	Open	N 03/17/2021
225-2120-41113	UNIFORM ALLOWANCE			7.99			
I1485626 64672	STREICHERS PROF EQUIP 708 UNIFORM VEST CARRIER	02/22/2021 pziemer	03/17/2021	109.98	109.98	Open	N 03/17/2021
225-2120-41113	UNIFORM ALLOWANCE			109.98			

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	GL Distribution GRANT						
I1485699							
64673	STREICHERS PROF EQUIP	02/22/2021	03/17/2021	264.97	264.97	Open	N
	727 UNIFORM PANTS	pziemer					03/17/2021
	225-2120-41113 UNIFORM ALLOWANCE			264.97			
I1485794							
64674	STREICHERS PROF EQUIP	02/22/2021	03/17/2021	50.98	50.98	Open	N
	718 UNIFORM GLOVES	pziemer					03/17/2021
	225-2120-41113 UNIFORM ALLOWANCE			50.98			
I1486017							
64675	STREICHERS PROF EQUIP	02/23/2021	03/17/2021	334.97	334.97	Open	N
	724BA INITIAL ISSUE	pziemer					03/17/2021
	225-2120-41113 UNIFORM ALLOWANCE			334.97			
I1488337							
64775	STREICHERS PROF EQUIP	03/04/2021	03/17/2021	49.99	49.99	Open	N
	722 UNIFORM PANTS	pziemer					03/17/2021
	225-2120-41113 UNIFORM ALLOWANCE			49.99			
	Total for vendor 0322 - STREICHERS PROF:			818.88	818.88		

Vendor 3468 - TRI-STATE BOBCA:

P51218							
64633	TRI-STATE BOBCAT	02/26/2021	03/17/2021	335.04	335.04	Open	N
	WOOD CHIPPER BLADES	pziemer					03/17/2021
	235-3100-42220 REPAIR & MAINT			335.04			
	Total for vendor 3468 - TRI-STATE BOBCA:			335.04	335.04		

Vendor 3686 - UHL COMPANY INC:

64051							
64635	UHL COMPANY INC	03/01/2021	03/17/2021	360.00	360.00	Open	N
	CITY HALL FIRE ALARM MONITORING	pziemer					03/17/2021
	101-1940-42220 REPAIR & MAINT			360.00			
	Total for vendor 3686 - UHL COMPANY INC:			360.00	360.00		

Vendor 2924 - VERIZON WIRELES:

9873997161/IT							
64660	VERIZON WIRELESS	02/23/2021	03/17/2021	(56.76)	(56.76)	Open	N
	VERIZON 342090663-00001 1/24-2/23	pziemer					03/17/2021
	101-1800-43321 TELEPHONE			(56.76)			
9873997161/ADMIN							
64661	VERIZON WIRELESS	02/23/2021	03/17/2021	46.50	46.50	Open	N
	ACCT: 342090663-00001 1/24-2/23	pziemer					03/17/2021
	101-1400-43321 TELEPHONE			46.50			

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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						
9873997161/FD							
64662	VERIZON WIRELESS	02/23/2021	03/17/2021	40.01	40.01	Open	N
	1/24-2/23 NE STATION SECURITY	pziemer					03/17/2021
225-2220-43321	TELEPHONE			40.01			
9873997161/PARKS							
64663	VERIZON WIRELESS	02/23/2021	03/17/2021	46.50	46.50	Open	N
	ACCT: 342090663-00001 1/24-2/23 CELI	pziemer					03/17/2021
230-5200-43321	TELEPHONE			46.50			
Total for vendor 2924 - VERIZON WIRELES:				76.25	76.25		

Vendor 0344 - WASTE PARTNERS:

12X01336							
64637	WASTE PARTNERS INC	02/28/2021	03/17/2021	98.50	98.50	Open	N
	FEB 21 CITY HALL WASTE REMOVAL	pziemer					03/17/2021
101-1940-43380	UTILITIES			98.50			
12X01337							
64638	WASTE PARTNERS INC	02/28/2021	03/17/2021	161.43	161.43	Open	N
	FEB 21 DOWNTOWN WASTE REMOVAL	pziemer					03/17/2021
401-1003-43300	PROFESSIONAL SERVICES			161.43			
12X01335							
64639	WASTE PARTNERS INC	02/28/2021	03/17/2021	93.60	93.60	Open	N
	FEB 21 FIRE DEPT WASTE REMOVAL	pziemer					03/17/2021
225-2220-43380	UTILITIES			93.60			
12X01338							
64640	WASTE PARTNERS INC	02/28/2021	03/17/2021	112.75	112.75	Open	N
	FEB 21 POLICE DEPT WASTE REMOVAL	pziemer					03/17/2021
225-2120-43380	UTILITIES			112.75			
12X01334							
64641	WASTE PARTNERS INC	02/28/2021	03/17/2021	87.65	87.65	Open	N
	FEB 21 STREET DEPT WASTE REMOVAL	pziemer					03/17/2021
235-3100-43380	UTILITIES			87.65			
12X01339							
64642	WASTE PARTNERS INC	02/28/2021	03/17/2021	58.50	58.50	Open	N
	FEB 21 WASTE REMOVAL	pziemer					03/17/2021
227-3230-43428	USED OIL RECYCLING EXPENSE			58.50			
Total for vendor 0344 - WASTE PARTNERS:				612.43	612.43		

Vendor 2097 - WATCHGUARD VIDE:

CMINV0001114							
64793	WATCHGUARD VIDEO	03/01/2021	03/17/2021	353.55	353.55	Open	N
	EVIDENCE LIBRARY STORAGE	pziemer					03/17/2021
224-2150-42210	OPERATING SUPPLIES			353.55			
Total for vendor 2097 - WATCHGUARD VIDE:				353.55	353.55		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Inv Ref#	Description	Entered By					
GL Distribution	GRANT						
Vendor 3199 - WEX BANK:							
70378801/COM DEV							
64653	WEX BANK	02/28/2021	03/17/2021	106.93	106.93	Open	N
	FEB 21 COM DEV FUEL	pziemer					03/17/2021
101-2400-42212	MOTOR FUELS			106.93			
70378801/PARKS							
64654	WEX BANK	02/28/2021	03/17/2021	854.53	854.53	Open	N
	FEB 21 PARKS FUEL	pziemer					03/17/2021
230-5200-42212	MOTOR FUELS			854.53			
70378801/STREETS							
64655*	WEX BANK	02/28/2021	03/17/2021	3,758.63	3,758.63	Open	N
	FEB 21 STREET DEPT FUEL	pziemer					03/17/2021
235-3125-42212	MOTOR FUELS			3,759.74			
235-3125-42212	MOTOR FUELS			(1.11)			
70378801/FD							
64657	WEX BANK	02/28/2021	03/17/2021	584.05	584.05	Open	N
	FEB 21 FIRE DEPT FUEL	pziemer					03/17/2021
225-2220-42212	MOTOR FUELS			584.05			
70378801/PD							
64658*	WEX BANK	02/28/2021	03/17/2021	3,093.81	3,093.81	Open	N
	FEB 21 POLICE DEPT FUEL	pziemer					03/17/2021
225-2120-42212	MOTOR FUELS			(65.17)			
225-2120-42212	MOTOR FUELS			3,158.98			
Total for vendor 3199 - WEX BANK:				8,397.95	8,397.95		
Vendor 0346 - WIDSETH SMITH N:							
209731							
64645	WIDSETH SMITH NOLTING	02/23/2021	03/17/2021	16,719.50	16,719.50	Open	N
	ST & SWR REMODEL & ADDITION	pziemer					03/17/2021
400-9050-45530	CAPITAL - OTHER			16,719.50			
Total for vendor 0346 - WIDSETH SMITH N:				16,719.50	16,719.50		
PCard: 2257 U.S. BANK Card Holder: ADMIN							
Vendor 3698 - AMAZON:							
2/1/21							
64726	AMAZON	02/01/2021	03/17/2021	823.99	823.99	Open	N
	SIGN/LETTERS/BOX	pziemer					03/17/2021
101-9200-43430	MISCELLANEOUS			823.99			
Total for vendor 3698 - AMAZON:				823.99	823.99		
Vendor 0519 - MN GFOA:							

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User: pziemer

DB: Brainerd

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						

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

2/10/21

64681

MN GFOA

02/10/2021

03/17/2021

70.00

70.00

Open

N

HILLMAN MEMBERSHIP RENEWAL 2021

pziemer

03/17/2021

101-1400-43433

DUES & SUBSCRIPTIONS

70.00

Total for vendor 0519 - MN GFOA:

70.00

70.00

Vendor 0521 - PITNEY BOWES IN:

1/27/21

64683

PITNEY BOWES INC

01/27/2021

03/17/2021

72.67

72.67

Open

N

POSTAGE MACHINE SEALER

pziemer

03/17/2021

101-1940-42200

OFFICE SUPPLIES

72.67

Total for vendor 0521 - PITNEY BOWES IN:

72.67

72.67

Vendor MISC - VISTA PRINT:

1/25/21

64682

VISTA PRINT

01/25/2021

03/17/2021

202.27

202.27

Open

N

BN PARKING PERMITS

pziemer

03/17/2021

236-3180-42210

OPERATING SUPPLIES

202.27

Total for vendor MISC - VISTA PRINT:

202.27

202.27

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

1,168.93

1,168.93

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						

PCard: 2257 U.S. BANK Card Holder: COM DEV

Vendor 2130 - INTERNATIONAL C:

1/27/2021

64680	INTERNATIONAL CODE COUNCIL INC	01/27/2021	03/17/2021	100.00	100.00	Open	N
	TRAINING - ENGINEERED WOOD PRODUCTS -pziemer						03/17/2021
101-2400-43330	PROFESSIONAL DEVELOPMENT			100.00			

2/22/21

64687	INTERNATIONAL CODE COUNCIL INC	02/22/2021	03/17/2021	145.00	145.00	Open	N
	DESETH MEMBERSHIP RENEWAL	pziemer					03/17/2021
101-2400-43433	DUES & SUBSCRIPTIONS			145.00			
	Total for vendor 2130 - INTERNATIONAL C:			245.00	245.00		

Vendor MISC - MARRIOTT:

1/20/21

64685	MARRIOTT	01/20/2021	03/17/2021	142.58	142.58	Open	N
	TRAINING - HOTEL STAY	pziemer					03/17/2021
101-2400-43330	PROFESSIONAL DEVELOPMENT			142.58			
	Total for vendor MISC - MARRIOTT:			142.58	142.58		

Total PCard: 2257 U.S. BANK Card Holder: COM DEV

387.58	387.58
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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							

Vendor 3696 - BOXNET:							
2/14/21							
64759	BOX	02/14/2021	03/17/2021	25.00	25.00	Open	N
	BOXNET SERVICES	pziemer					03/17/2021
401-1415-43430	MISCELLANEOUS			25.00			
	Total for vendor 3696 - BOXNET:			25.00	25.00		
Total PCard: 2257 U.S. BANK Card Holder: ENG				25.00	25.00		

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						

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

Vendor 3698 - AMAZON:

2/4/21							
64745	AMAZON	02/04/2021	03/17/2021	171.92	171.92	Open	N
	GEAR HANGARS	pziemer					03/17/2021
	225-2220-42210	OPERATING SUPPLIES		171.92			
1/22/21							
64747	AMAZON	01/22/2021	03/17/2021	98.50	98.50	Open	N
	RUBBERMAID/SQUEEGEE/BRUSH,	pziemer					03/17/2021
	225-2220-42210	OPERATING SUPPLIES		38.00			
	225-2220-42210	OPERATING SUPPLIES		47.76			
	225-2220-42210	OPERATING SUPPLIES		12.74			
	Total for vendor 3698 - AMAZON:			270.42	270.42		

Vendor 3706 - BEST BUY:

2/2/21							
64742	BEST BUY	02/02/2021	03/17/2021	129.99	129.99	Open	N
	MONITOR	pziemer					03/17/2021
	225-2220-43309	COMPUTER TECHNICAL SUPPORT		129.99			
2/2/21 - 2							
64744	BEST BUY	02/02/2021	03/17/2021	32.98	32.98	Open	N
	POWER STRIP / ROCKETFISH	pziemer					03/17/2021
	225-2220-42210	OPERATING SUPPLIES		32.98			
	Total for vendor 3706 - BEST BUY:			162.97	162.97		

Vendor 2895 - FIRESTORE ONLIN:

2/23/21							
64746	FIRESTORE ONLINE INC.	02/23/2021	03/17/2021	1,031.67	1,031.67	Open	N
	LEATHER SHIELDS	pziemer					03/17/2021
	225-2220-42250	PERSONAL PROTECTIVE GEAR		1,031.67			
	Total for vendor 2895 - FIRESTORE ONLIN:			1,031.67	1,031.67		

Vendor 3869 - PRO TOOLS EXPRESS:

2/3/21							
64748	PRO TOOLS EXPRESS	02/03/2021	03/17/2021	225.00	225.00	Open	N
	ADDITIONAL FREIGHT CHARGE	pziemer					03/17/2021
	225-2220-42210	OPERATING SUPPLIES		225.00			
	Total for vendor 3869 - PRO TOOLS EXPRESS:			225.00	225.00		

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

1,690.06	1,690.06
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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:

2/3/21

64684

AMAZON

02/03/2021

03/17/2021

169.18

169.18

Open

N

AMAZON WEB SERVICES 1/1-1/31/21

pziemer

03/17/2021

101-1800-43309

COMPUTER SUPPORT

169.18

Total for vendor 3698 - AMAZON:

169.18

169.18

Vendor 3708 - ZENDESK:

2/22/21

64749

ZENDESK

02/22/2021

03/17/2021

50.00

50.00

Open

N

ZENDESK 2/22/21-3/21/21

pziemer

03/17/2021

101-1800-43309

COMPUTER SUPPORT

50.00

Total for vendor 3708 - ZENDESK:

50.00

50.00

Vendor 3858 - ZOOM VIDEO COMMUNICATIONS:

2/18/21

64686

ZOOM VIDEO COMMUNICATIONS

02/18/2021

03/17/2021

59.96

59.96

Open

N

ZOOM 2/18-3/17/21

pziemer

03/17/2021

101-1800-43309

COMPUTER SUPPORT

14.99

225-2120-43309

COMPUTER TECHNICAL SUPPORT

29.98

230-5200-43309

COMPUTER TECHNICAL SUPPORT

14.99

Total for vendor 3858 - ZOOM VIDEO COMMUNICATIONS:

59.96

59.96

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

279.14

279.14

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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: LIBRARY

Vendor 0160 - DEMCO INC:

2/18/21

64678

DEMCO INC

02/18/2021

03/17/2021

139.12

139.12

Open

N

COLOR CODED TAPE

pziemer

03/17/2021

211-5500-42240

LIBRARY MATERIALS

139.12

Total for vendor 0160 - DEMCO INC:

139.12

139.12

Vendor MISC - JOSTENS:

1/28/21

64677

JOSTENS

01/28/2021

03/17/2021

73.90

73.90

Open

N

ISD 181 YEARBOOK FOR LIBRARY

pziemer

03/17/2021

211-5500-42240

LIBRARY MATERIALS

73.90

Total for vendor MISC - JOSTENS:

73.90

73.90

Vendor MISC - MAILCHIMP:

2/4/21

64679

MAILCHIMP

02/04/2021

03/17/2021

30.99

30.99

Open

N

MAIL CHIMP EMAILS

pziemer

03/17/2021

211-5503-43430

MISC - USE OF HOLDEN TRUST

30.99

Total for vendor MISC - MAILCHIMP:

30.99

30.99

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

244.01

244.01

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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: POLICE

Vendor MISC - ALICE TRAINING INSTITUTE:

2/12/21							
64709	ALICE TRAINING INSTITUTE	02/12/2021	03/17/2021	695.00	695.00	Open	N
	727 ALICE INSTRUCTOR CERT	pziemer					03/17/2021
	225-2120-43330	PROFESSIONAL DEVELOPMENT		695.00			
	Total for vendor MISC - ALICE TRAINING INSTITUTE:			695.00	695.00		

Vendor 3698 - AMAZON:

1/26/21							
64690	AMAZON	01/26/2021	03/17/2021	79.96	79.96	Open	N
	EVIDENCE SUPPLIES - FLASH DRIVES	pziemer					03/17/2021
	225-2120-42210	OPERATING SUPPLIES		79.96			
1/28/21							
64695	AMAZON	01/28/2021	03/17/2021	142.68	142.68	Open	N
	COMPUTER DESK/SUPPLIES, MICE	pziemer					03/17/2021
	225-2120-42210	OPERATING SUPPLIES		128.70			
	225-2120-42200	OFFICE SUPPLIES		13.98			
1/29/21							
64697	AMAZON	01/29/2021	03/17/2021	81.97	81.97	Open	N
	BREAK ROOM SUPPLIES	pziemer					03/17/2021
	225-2120-42210	OPERATING SUPPLIES		81.97			
2/10/21							
64707	AMAZON	02/10/2021	03/17/2021	23.09	23.09	Open	N
	FIRST AID & SAFETY SUPPLIES	pziemer					03/17/2021
	225-2120-42209	SAFETY EQUIPMENT SUPPLIES		23.09			
2/17/21							
64713	AMAZON	02/17/2021	03/17/2021	26.54	26.54	Open	N
	NOMINATION BOX	pziemer					03/17/2021
	225-2120-42200	OFFICE SUPPLIES		26.54			
2/17/21 - 2							
64714	AMAZON	02/17/2021	03/17/2021	(5.99)	(5.99)	Open	N
	FIRST AID SAFETY SUPPLIES - REFUND	pziemer					03/17/2021
	225-2120-42209	SAFETY EQUIPMENT SUPPLIES		(5.99)			
2/19/21							
64719	AMAZON	02/19/2021	03/17/2021	17.98	17.98	Open	N
	BUFFER PADS	pziemer					03/17/2021
	225-2120-41113	UNIFORM ALLOWANCE		17.98			
2/19/21 - 2							
64720	AMAZON	02/19/2021	03/17/2021	64.95	64.95	Open	N
	SHOE POLISH	pziemer					03/17/2021
	225-2120-41113	UNIFORM ALLOWANCE		64.95			
	Total for vendor 3698 - AMAZON:			431.18	431.18		

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GL Distribution GRANT

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

Vendor MISC - ARMORED EXPRESS:

2/18/21							
64718	ARMORED EXPRESS	02/18/2021	03/17/2021	117.66	117.66	Open	N
	RIFLE PLATE	pziemer					03/17/2021
225-2120-41113	UNIFORM ALLOWANCE			117.66			
	Total for vendor MISC - ARMORED EXPRESS:			117.66	117.66		

Vendor 3701 - BCA CJTE UNIT:

1/22/21							
64689	BCA CJTE UNIT	01/22/2021	03/17/2021	(25.00)	(25.00)	Open	N
	REFUND 2021 TAC WORKSHOP - M. LAMBER	pziemer					03/17/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			(25.00)			
	Total for vendor 3701 - BCA CJTE UNIT:			(25.00)	(25.00)		

Vendor 0849 - CENTRAL LAKES C:

1/28/21							
64693	CENTRAL LAKES COLLEGE	01/28/2021	03/17/2021	600.00	600.00	Open	N
	705 -PPCT REGISTRATION	pziemer					03/17/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			600.00			
	Total for vendor 0849 - CENTRAL LAKES C:			600.00	600.00		

Vendor 3702 - CHEWY.COM:

2/13/21							
64710	CHEWY.COM	02/12/2021	03/17/2021	60.12	60.12	Open	N
	K9 SUPPLIES - DOG FOOD	pziemer					03/17/2021
225-2128-43430	MISC - K9 PROGRAM			60.12			
	Total for vendor 3702 - CHEWY.COM:			60.12	60.12		

Vendor MISC - FIRST AID SUPPLIES ONLINE:

2/10/21							
64708	FIRST AID SUPPLIES ONLINE	02/10/2021	03/17/2021	67.15	67.15	Open	N
	FIRST AID AND SAFETY SUPPLIES	pziemer					03/17/2021
225-2120-42209	SAFETY EQUIPMENT SUPPLIES			67.15			
	Total for vendor MISC - FIRST AID SUPPLIES ONLINE:			67.15	67.15		

Vendor 3719 - FLEET FARM:

2/19/21 - 2							
64721	FLEET FARM	02/19/2021	03/17/2021	20.94	20.94	Open	N
	SHOE BRUSH AND POLISH	pziemer					03/17/2021
225-2120-41113	UNIFORM ALLOWANCE			20.94			
	Total for vendor 3719 - FLEET FARM:			20.94	20.94		

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						

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

Vendor 0719 - INT'L ASSOC OF:

2/5/21

64703	INT'L ASSOC OF CHIEF OF POLICE	02/05/2021	03/17/2021	190.00	190.00	Open	N
	IACP MEMBERSHIP	pziemer					03/17/2021
225-2120-43433	DUES & SUBSCRIPTIONS			190.00			
	Total for vendor 0719 - INT'L ASSOC OF:			190.00	190.00		

Vendor MISC - MARRIOTT:

1/17/21

64701	MARRIOTT	01/17/2021	03/17/2021	10.42	10.42	Open	N
	707 K9 CERT - SALES TAX	pziemer					03/17/2021
225-2128-43430	MISC - K9 PROGRAM			10.42			
	Total for vendor MISC - MARRIOTT:			10.42	10.42		

Vendor 2392 - MENARDS:

2/19/21

64722	MENARDS	02/19/2021	03/17/2021	75.50	75.50	Open	N
	SHELVING UNIT	pziemer					03/17/2021
225-2120-42220	REPAIR & MAINT			75.50			

2/19/21 - 2

64723	MENARDS	02/19/2021	03/17/2021	(69.99)	(69.99)	Open	N
	SHELVING UNIT RETURN	pziemer					03/17/2021
225-2120-42220	REPAIR & MAINT			(69.99)			

2/19/21 - 3

64730	MENARDS	02/19/2021	03/17/2021	69.99	69.99	Open	N
	SHELVING UNIT	pziemer					03/17/2021
225-2120-42220	REPAIR & MAINT			69.99			
	Total for vendor 2392 - MENARDS:			75.50	75.50		

Vendor 2734 - MINNESOTA SHERI:

1/26/21

64691	MINNESOTA SHERIFF'S ASSOCIATION	01/26/2021	03/17/2021	160.00	160.00	Open	N
	701 & C. JENSEN - BASIC GUN CARRY LA	pziemer					03/17/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			160.00			
	Total for vendor 2734 - MINNESOTA SHERI:			160.00	160.00		

Vendor 0599 - MN COUNTY ATTOR:

2/8/21

64704	MN COUNTY ATTORNEY ASSN	02/08/2021	03/17/2021	88.00	88.00	Open	N
	FORFIETURE FORMS	pziemer					03/17/2021
225-2120-42210	OPERATING SUPPLIES			88.00			

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Inv Ref#	Description	Entered By					
	GL Distribution GRANT						

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

Total for vendor 0599 - MN COUNTY ATTOR:	88.00	88.00
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Vendor 3871 - MN STATE COLLEGES & UNIVERSITIES:

1/28/21 - 2

64694	MN STATE COLLEGES & UNIVERSITIES	01/28/2021	03/17/2021	600.00	600.00	Open	N
	714 PPCT REGISTRATION	pziemer					03/17/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			600.00			

2/22/21

64724	MN STATE COLLEGES & UNIVERSITIES	02/22/2021	03/17/2021	750.00	750.00	Open	N
	710 CIT TRAINING	pziemer					03/17/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			750.00			
Total for vendor 3871 - MN STATE COLLEGES & UNIVERSITIES:				1,350.00	1,350.00		

Vendor 3884 - OFFICE DEPOT:

2/17/21

64716	OFFICE MAX	02/17/2021	03/17/2021	(14.99)	(14.99)	Open	N
	CERTIFICATES - RETURN	pziemer					03/17/2021
225-2120-42200	OFFICE SUPPLIES			(14.99)			
Total for vendor 3884 - OFFICE DEPOT:				(14.99)	(14.99)		

Vendor MISC - OFFICE MAX:

2/17/21

64715	OFFICE MAX	02/17/2021	03/17/2021	14.99	14.99	Open	N
	CERTIFICATES	pziemer					03/17/2021
225-2120-42200	OFFICE SUPPLIES			14.99			
Total for vendor MISC - OFFICE MAX:				14.99	14.99		

Vendor 3883 - RAY ALLEN MANUFACTURING:

2/15/21

64729	RAY ALLEN MANUFACTURING	02/15/2021	03/17/2021	88.37	88.37	Open	N
	K9 EQUIPMENT	pziemer					03/17/2021
225-2128-43430	MISC - K9 PROGRAM			88.37			
Total for vendor 3883 - RAY ALLEN MANUFACTURING:				88.37	88.37		

Vendor 0497 - SIRCHIE FINGER:

2/9/21

64706	SIRCHIE FINGER PRINT LABORATORIES,	02/09/2021	03/17/2021	270.01	270.01	Open	N
	DRUG TESTING SUPPLIES	pziemer					03/17/2021
225-2120-42210	OPERATING SUPPLIES			270.01			
Total for vendor 0497 - SIRCHIE FINGER:				270.01	270.01		

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
PCard: 2257 U.S. BANK Card Holder: POLICE							
Vendor MISC - SIRIUS K9:							
2/15/21							
64711	SIRIUS K9	02/15/2021	03/17/2021	86.50	86.50	Open	N
	K9 EQUIPMENT	pziemer					03/17/2021
225-2128-43430				86.50			
	MISC - K9 PROGRAM						
	Total for vendor MISC - SIRIUS K9:			86.50	86.50		
Vendor 3885 - THE UPS STORE:							
1/29/21							
64743	THE UPS STORE	01/29/2021	03/17/2021	15.31	15.31	Open	N
	POSTAGE	pziemer					03/17/2021
225-2220-43322				15.31			
	POSTAGE						
	Total for vendor 3885 - THE UPS STORE:			15.31	15.31		
Vendor MISC - TOBACCO SUPERSTORE:							
2/10/21							
64727	TOBACCO SUPERSTORE	02/10/2021	03/17/2021	36.24	36.24	Open	N
	SQUAD FUEL	pziemer					03/17/2021
225-2120-42212				36.24			
	MOTOR FUELS						
	Total for vendor MISC - TOBACCO SUPERSTORE:			36.24	36.24		
Vendor 3703 - TRANSUNION RISK:							
2/1/21							
64700	TRANSUNION RISK	02/01/2021	03/17/2021	75.00	75.00	Open	N
	INVESTIGATIONS & PARKING TICKET COLLE	pziemer					03/17/2021
225-2120-42210				75.00			
	OPERATING SUPPLIES						
	Total for vendor 3703 - TRANSUNION RISK:			75.00	75.00		
Vendor 3697 - USPS:							
1/27/21							
64692	USPS	01/27/2021	03/17/2021	6.25	6.25	Open	N
	POSTAGE PD	pziemer					03/17/2021
225-2120-43322				6.25			
	POSTAGE						
1/28/21							
64696	USPS	01/28/2021	03/17/2021	4.00	4.00	Open	N
	POSTAGE PD	pziemer					03/17/2021
225-2120-43322				4.00			
	POSTAGE						
2/2/21							
64698	USPS	02/02/2021	03/17/2021	14.30	14.30	Open	N
	POSTAGE PD	pziemer					03/17/2021
225-2120-43322				14.30			
	POSTAGE						

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
PCard: 2257 U.S. BANK Card Holder: POLICE							
2/2/21 - 2							
64699	USPS	02/02/2021	03/17/2021	110.00	110.00	Open	N
	QTY 200 STAMPS	pziemer					03/17/2021
225-2120-43322	POSTAGE			110.00			
2/8/21							
64705	USPS	02/08/2021	03/17/2021	8.80	8.80	Open	N
	POSTAGE	pziemer					03/17/2021
225-2120-43322	POSTAGE			8.80			
2/16/21							
64712	USPS	02/16/2021	03/17/2021	1.20	1.20	Open	N
	POSTAGE	pziemer					03/17/2021
225-2120-43322	POSTAGE			1.20			
2/17/21							
64717	USPS	02/17/2021	03/17/2021	13.35	13.35	Open	N
	POSTAGE	pziemer					03/17/2021
225-2120-43322	POSTAGE			13.35			
2/22/21							
64725	USPS	02/22/2021	03/17/2021	5.50	5.50	Open	N
	POSTAGE	pziemer					03/17/2021
225-2120-43322	POSTAGE			5.50			
2/11/21							
64728	USPS	02/11/2021	03/17/2021	111.20	111.20	Open	N
	POSTAGE & 200 STAMPS	pziemer					03/17/2021
225-2120-43322	POSTAGE			111.20			
Total for vendor 3697 - USPS:				274.60	274.60		
Vendor 0006 - WALMART COMMUNI:							
2/4/21							
64702	WALMART COMMUNITY/GEGRB	02/04/2021	03/17/2021	19.30	19.30	Open	N
	CLEANING SUPPLIES	pziemer					03/17/2021
225-2120-42220	REPAIR & MAINT			19.30			
Total for vendor 0006 - WALMART COMMUNI:				19.30	19.30		
Total PCard: 2257 U.S. BANK Card Holder: POLICE				4,706.30	4,706.30		

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Inv Ref#	Description	Entered By					Post Date

GL Distribution GRANT

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

Vendor 2064 - NUSS TRUCK & EQ:

3229483P

64566

NUSS TRUCK & EQUIPMENT

02/23/2021

03/17/2021

1,675.46

1,675.46

Open

N

TRUCK 103 RADIATOR

pziemer

03/17/2021

235-3125-42220

REPAIR & MAINT

1,675.46

Total for vendor 2064 - NUSS TRUCK & EQ:

1,675.46

1,675.46

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

1,675.46

1,675.46

of Invoices: 173 # Due: 173

Totals:

414,429.77

414,429.77

of Credit Memos: 7 # Due: 7

Totals:

(396.82)

(396.82)

Net of Invoices and Credit Memos:

414,032.95

414,032.95

* 4 Net Invoices have Credits Totalling:

(7,093.71)

--- TOTALS BY GL DISTRIBUTION ---

101-0000-13200	DUE FROM OTHER GOVTS	6,806.20
101-0000-14100	DUE FROM COMPONENT UNIT	90.00
101-0000-20200	Residential Re-Roof Only	70.00
101-0000-20800	DUE TO OTHER GOVT UNITS	21.18
101-1110-43430	MISCELLANEOUS	70.00
101-1400-43321	TELEPHONE	46.50
101-1400-43433	DUES & SUBSCRIPTIONS	70.00
101-1610-43301	CITY ATTORNEY	6,746.68
101-1700-43331	LEASE PAYMENTS	1,068.82
101-1800-42210	OPERATING SUPPLIES	11.26
101-1800-43309	COMPUTER SUPPORT	234.17
101-1800-43321	TELEPHONE	(56.76)
101-1940-42200	OFFICE SUPPLIES	124.66
101-1940-42220	REPAIR & MAINT	954.29
101-1940-43300	PROFESSIONAL SERVICES	1,765.00
101-1940-43331	LEASE PAYMENTS	305.72
101-1940-43380	UTILITIES	98.50
101-1940-43381	BPU UTILITIES	1,541.23
101-2400-42212	MOTOR FUELS	106.93
101-2400-43330	PROFESSIONAL DEVELOPMENT	242.58
101-2400-43331	LEASE EXPENSE	357.61
101-2400-43433	DUES & SUBSCRIPTIONS	145.00
101-9200-43300	PROFESSIONAL SERVICES	7,425.00
101-9200-43381	BPU UTILITIES	119.16
101-9200-43430	MISCELLANEOUS	823.99
202-6324-45510	CAPITAL - RESIDENTIAL	11,425.00
202-6324-45530	CAPITAL - RENTAL	9,675.00
203-0000-20800	DUE TO OTHER GOVT UNITS	1.44
203-9000-42200	OFFICE SUPPLIES	81.80
203-9000-42212	MOTOR FUELS	2,680.40
203-9000-43401	VEHICLE REPAIRS	8,613.53
203-9000-43440	TRANSIT SERVICE CONTRACT PY	52,965.13
211-5500-42220	REPAIR & MAINT	625.00

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GL Distribution	GRANT						
	211-5500-42240	LIBRARY MATERIALS		213.02			
	211-5500-43381	BPU UTILITIES		1,139.36			
	211-5500-43400	REPAIR & MAINT LABOR		55.00			
	211-5500-45500	CAPITAL OUTLAY		2,573.03			
	211-5503-43430	MISC - USE OF HOLDEN TRUST		30.99			
	224-2150-42210	OPERATING SUPPLIES		353.55			
	225-0000-20800	DUE TO OTHER GOVT UNITS		50.00			
	225-2120-41113	UNIFORM ALLOWANCE		1,686.22			
	225-2120-42200	OFFICE SUPPLIES		230.81			
	225-2120-42209	SAFETY EQUIPMENT SUPPLIES		84.25			
	225-2120-42210	OPERATING SUPPLIES		864.04			
	225-2120-42212	MOTOR FUELS		3,130.05			
	225-2120-42220	REPAIR & MAINT		94.80			
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		892.45			
	225-2120-43300	PROFESSIONAL SERVICES		1,315.00			
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		794.58			
	225-2120-43321	TELEPHONE		1,238.79			
	225-2120-43322	POSTAGE		274.60			
	225-2120-43330	PROFESSIONAL DEVELOPMENT		2,780.00			
	225-2120-43331	LEASED PAYMENTS		7,586.61			
	225-2120-43380	UTILITIES		112.75			
	225-2120-43381	BPU UTILITIES		4,646.01			
	225-2120-43433	DUES & SUBSCRIPTIONS		190.00			
	225-2128-43430	MISC - K9 PROGRAM		245.41			
	225-2220-42200	OFFICE SUPPLIES		36.20			
	225-2220-42210	OPERATING SUPPLIES		1,139.63			
	225-2220-42212	MOTOR FUELS		584.05			
	225-2220-42250	PERSONAL PROTECTIVE GEAR		1,031.67			
	225-2220-43300	PROFESSIONAL SERVICES		3,588.00			
	225-2220-43309	COMPUTER TECHNICAL SUPPORT		129.99			
	225-2220-43321	TELEPHONE		40.01			
	225-2220-43322	POSTAGE		15.31			
	225-2220-43330	PROFESSIONAL DEVELOPMENT		120.00			
	225-2220-43331	LEASED PAYMENTS		849.48			
	225-2220-43380	UTILITIES		1,111.84			
	225-2220-43381	BPU UTILITIES		3,684.25			
	225-2225-41150	WORKERS COMP		12,250.01			
	225-2700-43300	PROFESSIONAL SERVICES		1,812.00			
	225-2700-43430	MISCELLANEOUS		493.00			
	227-3230-43428	USED OIL RECYCLING EXPENSE		158.50			
	230-0000-20800	DUE TO OTHER GOVT UNITS		65.00			
	230-5200-42212	MOTOR FUELS		854.53			
	230-5200-42220	REPAIR & MAINT		32.25			
	230-5200-43309	COMPUTER TECHNICAL SUPPORT		14.99			
	230-5200-43321	TELEPHONE		46.50			
	230-5200-43331	LEASE PAYMENTS		2,433.36			
	230-5200-43381	BPU UTILITIES		4,224.87			
	230-5215-42210	OPERATING SUPPLIES		6,944.00			
	235-3100-42220	REPAIR & MAINT		4,907.37			
	235-3100-42240	SMALL TOOLS		40.46			
	235-3100-43300	PROFESSIONAL SERVICES		238.00			
	235-3100-43331	LEASE PAYMENTS		1,881.27			
	235-3100-43380	UTILITIES		87.65			
	235-3100-43381	BPU UTILITIES		24,828.33			
	235-3100-43430	MISCELLANEOUS		117.33			
	235-3125-42212	MOTOR FUELS		3,758.63			
	235-3125-42220	REPAIR & MAINT		2,166.19			

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GL Distribution	GRANT						
236-3180-42210	OPERATING SUPPLIES			202.27			
236-3180-43381	BPU UTILITIES			36.00			
237-3190-42220	REPAIR & MAINT			2,953.75			
237-3190-46611	INTEREST PAYMENTS			47,003.62			
238-3160-42220	REPAIR & MAINT			117.45			
238-3160-43430	MISCELLANEOUS			569.70			
251-9360-43467	REMIT LOCAL SALES TAX COLLECT			69,274.76			
278-6515-43430	MISCELLANEOUS			100.41			
280-0000-41150	WORKERS COMP			47,485.59			
400-0000-39101	SALE OF ASSETS			(7,027.43)			
400-9050-45530	CAPITAL - OTHER			17,793.44			
401-1003-43300	PROFESSIONAL SERVICES			161.43			
401-1003-43380	UTILITIES			52.95			
401-1415-43300	PROFESSIONAL SERVICES			960.00			
401-1415-43430	MISCELLANEOUS			25.00			
401-1609-43300	PROFESSIONAL SERVICES			468.00			
401-1901-43300	PROFESSIONAL SERVICES			7,975.00			
401-1919-43300	PROFESSIONAL SERVICES			360.00			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			29,187.72	29,187.72		
	202 - SCDP GRANTS			21,100.00	21,100.00		
	203 - TRANSIT FUND			64,342.30	64,342.30		
	211 - LIBRARY FUND			4,636.40	4,636.40		
	224 - DUI FORFEITURE			353.55	353.55		
	225 - PUBLIC SAFETY FUND			53,101.81	53,101.81		
	227 - RECYCLING FUND			158.50	158.50		
	230 - PARK & RECREATION FUND			14,615.50	14,615.50		
	235 - STREET & SEWER FUND			38,025.23	38,025.23		
	236 - PARKING LOT FUND			238.27	238.27		
	237 - SANITARY SEWER FUND			49,957.37	49,957.37		
	238 - STORM SEWER FUND			687.15	687.15		
	251 - LOCAL OPTION SALES TAX			69,274.76	69,274.76		
	278 - HEALTHY EMPLOYEE INITIATIVE			100.41	100.41		
	280 - PACKAGE INSURANCE FUND			47,485.59	47,485.59		
	400 - CAPITAL PROJECTS FUND			10,766.01	10,766.01		
	401 - CONSTRUCTION FUND			10,002.38	10,002.38		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			47,561.98	47,561.98		
	1003 - 10:03 DWNTWN MAIN CNTRACT			214.38	214.38		
	1110 - MAYOR & COUNCIL			70.00	70.00		
	1400 - ADMINISTRATION			116.50	116.50		
	1415 - 14:15 AIRPORT UTILITY EXT			985.00	985.00		
	1609 - 16:09 BUFFALO HILLS RECON			468.00	468.00		
	1610 - LEGAL-CIVIL ATTORNEY			6,746.68	6,746.68		
	1700 - ENGINEERING			1,068.82	1,068.82		
	1800 - IT/GIS			188.67	188.67		
	1901 - 19:01 NW 4TH STREET IMPR			7,975.00	7,975.00		
	1919 - 19:19 NW 3RD&JACKSON STRE			360.00	360.00		
	1940 - CITY HALL			4,789.40	4,789.40		
	2120 - POLICE DEPARTMENT			25,920.96	25,920.96		
	2128 - K-9 PROGRAM			245.41	245.41		
	2150 - DUI FORFEITURE			353.55	353.55		
	2220 - FIRE DEPARTMENT			12,330.43	12,330.43		
	2225 - PAID ON-CALL FIRE DEPT			12,250.01	12,250.01		
	2400 - COMMUNITY DEVL/INSPECTION			852.12	852.12		
	2700 - ANIMAL CONTROL			2,305.00	2,305.00		
	3100 - S & S MAINTENANCE			32,100.41	32,100.41		
	3125 - SNOW REMOVAL			5,924.82	5,924.82		
	3160 - STORM SEWER EXPENSE			687.15	687.15		
	3180 - PARKING LOTS EXPENSE			238.27	238.27		

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
--- TOTALS BY DEPT/ACTIVITY ---							
	3190 - SANITARY SEWER EXPENSE			49,957.37	49,957.37		
	3230 - RECYCLING EXPENSE			158.50	158.50		
	5200 - PARK MAIN/ADMINISTRATION			7,606.50	7,606.50		
	5215 - ADULT SOFTBALL			6,944.00	6,944.00		
	5500 - LIBRARY-BUDGETED			4,605.41	4,605.41		
	5503 - HOLDEN TRUST DONATION USE			30.99	30.99		
	6324 - NE SCDP GRANT			21,100.00	21,100.00		
	6515 - HEALTHY EMPLOYEE INITIATIVE			100.41	100.41		
	9000 - TRANSIT FUND			64,340.86	64,340.86		
	9050 - CAPITAL PROJECTS-MISC			17,793.44	17,793.44		
	9200 - UNALLOCATED			8,368.15	8,368.15		
	9360 - LOCAL OPTION SALES TAX			69,274.76	69,274.76		

THE ABOVE LISTED ACCOUNTS PAYABLE DISBURSEMENTS HAVE BEEN REVIEWED AND HEREBY
APPROVED:

GABE JOHNSON

KEVIN STUNEK

TIFFANY STENGLEIN

**Brainerd, MN
March 1, 2021**

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

Upon roll call, the following members were noted as present: Stenglein, Erickson, O'Day, Stunek, Johnson, Pritschet, and Bevans. Mayor Badeaux was also noted as present.

Council President Bevans opened the meeting with the Pledge of Allegiance to the flag.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND PRITSCHET, DULY CARRIED, TO APPROVE THE AGENDA.

MOVED AND SECONDED BY ALDERMEN STUNEK AND O'DAY TO APPROVE THE CONSENT CALENDAR.

A. Approval of Bills - Approved

B. Approval of the Minutes of the Regular Meeting held on February 16, 2021 - Approved

C. Approval of Licenses - Approved

Contractor Licenses - 7

D. Department Activity Reports - Approved

1. Fire Chief
2. Parks Maintenance and Recreation Report

E. 705 19th St SE Rental License Appeal Decision Findings of Fact – Adopted by Resolution No. 09:21

F. Authorize Contract for Services with Brainerd Lakes Chamber - Approved

G. Consider Approval of On-Sale Beer, Wine, and Sunday Liquor License – Submitted by R&J Holdings LLC, dba Jr.'s No. 19 BBQ, 302 Washington St., Brainerd – Contingent Upon Approvals from Police and Fire Departments - Approved

Upon roll call, members Stenglein, Erickson, O'Day, Stunek, Johnson, Pritschet, and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Council Committee Reports

Safety & Public Works Committee Report

Request to Approve Bids and Award Contract – Improvement 19-01 – NW 4th Street Reconstruction Project - Approved

MOVED AND SECONDED BY ALDERMEN O'DAY AND PRITSCHET, DULY CARRIED, TO APPROVE THE ATTACHED BID SUMMARY AND AWARDED IMPROVEMENT 19-01 – NW 4TH STREET RECONSTRUCTION PROJECT TO ANDERSON BROTHERS CONSTRUCTION OF BRAINERD LLC, IN THE TOTAL CONTRACT AMOUNT OF \$1,145,302 AND APPROVE PROPER SIGNATURES ON THE CONTRACT DOCUMENTS BETWEEN THE CITY AND ANDERSON BROTHERS CONSTRUCTION OF BRAINERD LLC.

Request to Review and Approve Downtown Crosswalk Painting Plan - Informational

Committee Chair O'Day indicated discussion took place regarding the idea of painting downtown crosswalks with different colors and patterns to differentiate the core of downtown. Mayor Badeaux stated more information will be provided at a future meeting.

Request to Review and Approve Name a Snowplow Initiative - Informational

Committee Chair O'Day explained MnDOT is currently conducting an event to name their snowplowing equipment and this idea was brought to staff to name City equipment. He said this program will also include snowplow safety education to residents. Council Member Johnson suggested this initiative include all heavy equipment that the City owns.

Resolution – Consolidating Improvement Projects – Improvements 20-05 and 20-06 – SE Brainerd and Madison Street Construction – Adopted by Resolution No. 10:21

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON TO ACCEPT STAFF'S RECOMMENDATION AND ADOPT A RESOLUTION TO COMBINE IMPROVEMENTS 20-05 AND 20-06 INTO ONE IMPROVEMENT NAMED IMPROVEMENTS 20-05 AND 20-06 – MADISON STREET AND SE BRAINERD RESURFACING PROJECT.

RESOLUTION NO. 10:21

Upon roll call, members Stenglein, Erickson, O'Day, Stunek, Johnson, Pritschet, and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Resolution – Receiving Report and Calling Hearing on Improvement – Improvement 19-19 – NW 3rd Street and Jackson Street Reconstruction Project – Adopted by Resolution No. 11:21

MOVED AND SECONDED BY ALDERMEN O'DAY AND PRITSCHET TO ACCEPT STAFF'S RECOMMENDATION AND ADOPT A RESOLUTION WHICH RECEIVES THE IMPROVEMENT FEASIBILITY REPORT AND SETS THE PUBLIC IMPROVEMENT HEARING FOR APRIL 5TH, 2021 AT 7:30 PM DURING THE REGULARLY SCHEDULED CITY COUNCIL MEETING.

RESOLUTION NO. 11:21

Upon roll call, members Stenglein, Erickson, O'Day, Stunek, Johnson, Pritschet, and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Resolution – Receiving Feasibility Report and Calling Hearing on Improvement – Improvements 20-05 and 20-06 – SE Brainerd and Madison Street Resurfacing Project – Adopted by Resolution No. 12:21

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON TO ACCEPT STAFF'S RECOMMENDATION AND ADOPT A RESOLUTION WHICH RECEIVES THE IMPROVEMENT FEASIBILITY REPORT AND SETS THE PUBLIC IMPROVEMENT HEARING FOR APRIL 5TH, 2021 AT 7:30 PM DURING THE REGULARLY SCHEDULED CITY COUNCIL MEETING.

RESOLUTION NO. 12:21

Upon roll call, members Stenglein, Erickson, O'Day, Stunek, Johnson, Pritschet, and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Personnel and Finance Committee Report

Consider Resolution Scheduling a Public Hearing on Issuance of Revenue Obligations by the City of Pierz to Finance a Project by Horizon Health, Inc. – Adopted by Resolution No. 13:21

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO ADOPT A RESOLUTION SCHEDULING A PUBLIC HEARING ON THE ISSUANCE OF REVENUE OBLIGATIONS BY THE CITY OF PIERZ TO FINANCE A PROJECT BY HORIZON HEALTH, INC. AT 218 SE 9TH STREET, BRAINERD.

Committee Chair Johnson explained that in order for tax exempt loan proceeds that are issued by one municipality to be spent in another, state law requires City consent and federal law requires a public hearing. This resolution will schedule the public hearing to be held on March 15th at the next City Council meeting.

RESOLUTION NO. 13:21

Upon roll call, members Stenglein, Erickson, O'Day, Stunek, Johnson, Pritschet, and Bevans voted "aye". No member voted "nay". The Chair declared the motion carried.

Discussion of 2022 Capital Equipment & Facility Budget - Informational

Committee Chair Johnson indicated preliminary discussion took place at committee level on reviewing the capital budget and needs, with estimates to be brought back to Council at the March 15, 2021 meeting.

Fire Contract Formula for 2022 - Informational

Committee Chair Johnson stated this is completed every year for area Townships that contract with Brainerd fire services, so they can set their levy in March for the following year.

Unfinished Business

Committee Recommendations - Recommended by Mayor Badeaux

MOVED AND SECONDED BY ALDERMEN BEVANS AND PRITSCHET, DULY CARRIED, TO APPOINT TONI BIESER TO THE ECONOMIC DEVELOPMENT AUTHORITY (EDA) FOR A TERM TO EXPIRE SEPTEMBER 7, 2025.

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 2022)

Charter Commission – 2 terms (Expire 2024)

Housing & Redevelopment Authority (HRA) – 1 term (Expire 2025)

Rental Dwelling License Board of Appeals – 3 terms (Expire 2022)

Transportation Advisory Committee (TAC) – 2 terms (Expire 2022)

Mayor Recommended: (terms to expire 09/07 of said year)

Economic Development Authority (EDA) – 1 term (Expire 2025) *pending appointment* – 1 term (Expire 2026)

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

Police & Fire Civil Service Commission – 1 term (Expire 2023)

Ad Hoc Committees – Applicants Needed

Water Tower Fundraising Committee – Two positions available

New Business

Conditional Use Permit – Anderson Brothers Construction - Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND ERICKSON, DULY CARRIED, TO APPROVE THE CONDITIONAL USE PERMIT FOR ANDERSON BROTHERS CONSTRUCTION TO CONSTRUCT A NEW MAINTENANCE FACILITY WITH A HEIGHT IN EXCESS OF 30 FEET, STATING STAFF'S FINDINGS-OF-FACTS, ENCOURAGING CONTINUED GOOD LANDSCAPING PRACTICES THROUGHOUT THE PROPERTY, AND PLACE THE CONDITION THAT THE EXISTING MAINTENANCE FACILITY BE DEMOLISHED UPON COMPLETION OF THIS NEW MAINTENANCE FACILITY.

Public Forum

The Chair opened the public forum at 7:50 p.m.

The Chair recognized Steve Suer, 450 Tyrol Drive, who spoke about a letter he received regarding signs posted on his property. He stated he would like clarification on the ordinance, as his sign is in support of law enforcement.

The Chair recognized Daniel Wahl, 423 17th St. SE, who indicated he agrees with Mr. Suer and asked how far the City wants to take the issue.

The Chair recognized Andrea Osafo, 2123 Crestview Lane, who stated she also received the sign ordinance letter for a Black Lives Matter sign posted in her yard. She feels strongly about the issue and asked which category of the ordinance addresses her sign. She said she also submitted a letter to staff and Council.

Community Development Director Chanski read into record a letter he received from Laurence and Sonya Chamberlain, 401 Juniper Street., regarding the sign removal ordinance. He stated the Chamberlain's do not agree with the ordinance and wish to continue to display their sign.

Mr. Chanski explained staff had started to receive several complaints regarding political signs in the community still posted in various neighborhoods. He said he reviewed the current ordinance which states a time-limit for signs to be removed and found this to be a larger concern, which was acted upon fairly to address all non-commercial speech signs. He explained after extensive research, the ordinance seems to be outdated. He recommended the ordinance be referred to the Planning Commission for review and no further enforcement be taken until further notice.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND PRITSCHET, DULY CARRIED, TO REFER THE ORDINANCE TO THE PLANNING COMMISSION FOR REVIEW, AND TEMPORARILY HALT ENFORCEMENT OF NON-COMMERCIAL SPEECH SIGN REMOVAL.

MOTION BY ALDERWOMAN STENGLEIN TO SEND A FOLLOW UP LETTER TO THE ORIGINAL RECIPIENTS STATING NO ACTION ON ENFORCEMENT WILL CURRENTLY BE TAKEN.

The motion dies for lack of a second.

The Chair closed the public forum at 8:15 p.m.

Staff Reports

City Administrator Bergman stated an updated listing of goals and objectives of the City Council is included in the packet to review. She said the Destination Downtown Business Coalition have started discussion on the 2021 holiday lights displayed downtown.

City Engineer Sandy and the Park Board are working on reimagining what our parks will look like in the future. They have directed staff to locate a consultant to assist in creating design standards in all our parks, with similar design and amenities. He said WSN has submitted a proposal, which the Park Board approved, in the amount of \$4,500 to develop a standard design plan for the City parks. Upon completion, the capital plan will be restructured to implement these design standards.

Community Development Director Chanski indicated there is an EDA meeting taking place on Thursday, March 4th at 7:30 a.m. in Council Chambers. He stated the Parking Commission meets monthly and will be compiling a report for the Council on the activity of their goals and ideas at their March meeting for a council meeting in April. He said the sign ordinance will be on the Planning Commission's agenda for the March 17th meeting.

Mayor's Report

Mayor Badeaux stated the Parks Department is finalizing the program partnerships with the YMCA and Community Education. He announced they are also working on a banner sponsorship program. The Parking Commission is a large part of the crosswalk painting initiative of being a welcoming and walkable downtown community. He indicated they are also working on the financial aspects of the leased and free parking lots. He also announced downtown Brainerd will be hosting a St. Patrick's Day Walkabout event on Saturday, March 13th.

Mayor Badeaux explained the City of Brainerd will be celebrating their Sesquicentennial this year, which is the 150th year of becoming a Charter City. On March 8th, 1871, the bridge over the Mississippi River was completed and thus began the start of Brainerd.

He announced Flat Stanley traveled the City of Brainerd over the course of the past couple months for the students at Garfield Elementary School, which will be forwarded to them along with photos to document his travels.

Council Member Reports

Council Member O'Day stated he visited the Crow Wing Co-Op in their new downtown location and encouraged everyone to stop in for some great food.

Council Member Johnson indicated discussion took place with the BPU Commission for a potential service of water to the City of Baxter for 2021, as they are experiencing water problems.

Council Member Stenglein said she attended a Region V meeting and Erich Heppner from CLC has been appointed to the Regional Transportation Coordination Council.

Council Member Bevans visited Mary Koep, a longtime Brainerd citizen and public servant last week and spent a couple hours chatting in her kitchen.

Adjourn to Joint EDA and City Council Meeting; and Council Workshop on March 8, 2021 at 5:00 pm City Hall Council Chambers – 8:30 p.m.

Jennifer Bergman
City Administrator

**Brainerd, MN
March 8, 2021**

Pursuant to due call and notice thereof, the Joint Meeting with the Economic Development Authority (EDA) and the Workshop of the Brainerd City Council was called to order at 5:00 p.m. by Council President Bevans.

Upon roll call, the following council members were noted present: Stenglein, Erickson, O'Day, Stunek, Johnson, Pritschet, and Bevans. Mayor Badeaux was also noted as present.

The following were noted as present: City Administrator Bergman, Community Development Director Chanski, HRA Director Charpentier, BLAEDC Director Glynn, and EDA members Kirsch, Bieser, and Erickson. Attending the meeting remotely were: Acting Police Chief Bestul, Fire Chief Holmes, City Engineer Sandy, and Finance Director Hillman.

Approval of the Agenda – Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND CHARPENTIER, DULY CARRIED, TO APPROVE THE AGENDA.

EDA and City Council Discussion

Community Development Director Chanski gave a brief explanation of the role of the EDA and the Council in achieving the economic development goals for the City. He distributed copies of a slideshow that was presented at an April 2019 EDA meeting by City Attorney Langel, which defined and summarized the powers and duties of the EDA. He indicated the December 2020 EDA budget was distributed, as well as a section from the Comprehensive Plan.

Discussion took place and ideas were shared.

Community Development Director Chanski stated the main purpose of this meeting is to determine the role of the EDA and the role of the Council when it comes to economic development. The Council decided the EDA should do as much of the economic development background work as they are able to, with recommendations to be brought to the Council for consideration. The EDA felt that their role would be advisory.

Discussion on the Sesquicentennial

City Administrator Bergman announced this year is the 150th birthday for the City of Brainerd. She said the history group has started discussing event planning. Mayor Badeaux and Mary Devine Johnson from Visit Brainerd have been working on some events including a logo and a press release. Community partners such as Brainerd Community Action, the Jaycees, the history group, the Chamber and Visit Brainerd have also been working on events. The City has been asked if there would be interest in taking the lead on the sesquicentennial. City Administrator Bergman asked what the role of the City should be in the sesquicentennial regarding planning and level of financial support.

Mayor Badeaux gave a brief history about the start of Brainerd and stated City involvement in these events would be beneficial to the celebration. City Administrator Bergman indicated a Marketing Intern will be hired this summer and may be able to assist Mayor Badeaux and Ms.

Johnson in the celebration planning. Council member Stenglein volunteered to be a liaison for the event planning.

Council member Bevans questioned where potential funding could be allocated from. Finance Director Hillman stated there is \$28,000 in the special projects fund and gave a summary of the funding activity. The Council discussed that funds could be available but would like to see specific requests come to the Council.

Wage Grid Pay System Presentation

HR Director Schubert gave a review of the old Legacy pay plan, as well as the wage grid pay system that the City has utilized for the past three years. She addressed several of the glitches that have occurred through the process.

Council discussion took place and questions answered.

Council directed staff to work with the Personnel & Finance Committee on the glitches with the program for potential solutions.

Adjourn

The Chair adjourned the meeting at 6:40 p.m.

Jennifer Bergman
City Administrator

Contractor List

03/10/2021

Contractor Name	Address	Local License #	Licensee Type
AIR CONCEPTS INC DAVID WILT	20753 COUNTY ROAD 3 (218) 828-4328	2021-0051	Mechanical
HONER EXCAVATING INC JUSTIN HONER	PO BOX 676 (218) 587-3424	2021-0016	Excavator
MUSTANG MAPPING & GIS INC Brenda Cronquist	1539 Hwy 23 NE (320) 202 9607	2021-0010	Sign Erector

Totals: 3

Population: All Records
Licensee.DateRegistered Between 2/24/2021 12:00:00 AM AND 3/10/2021 12:00:00 AM
AND
Licensee.LocalLicenseNumber Starts With 2



BRAINERD POLICE DEPARTMENT MONTHLY REPORT



BESTUL'S BOOYAH AWARD

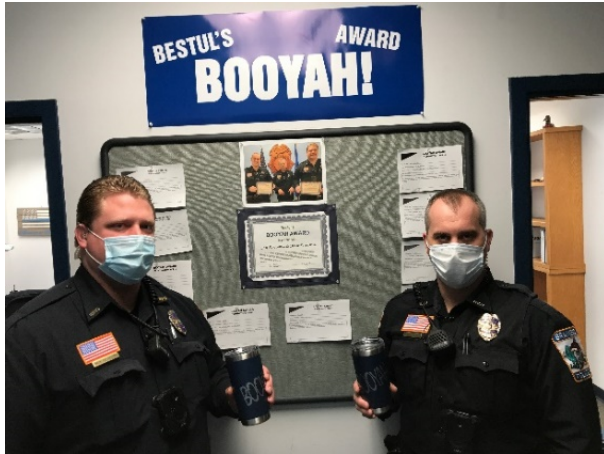
In February 2021, I established "Bestul's BOOYAH Award" as a way to recognize police department employees for outstanding work, focusing on the holistic "team approach" to be the best organization we can be by realizing that every staff member is appreciated, respected, and valuable.

The BOOYAH award has no definitive criteria -- when one department member observes outstanding work by another, they submit a nomination. Supervisors vote on the nominations monthly to select the best of the best within the department.

I was extremely proud of the 13 nominations made by staff in February, which represented the entire "team" at the Police Department, including sworn personnel, records staff, and community service officers. The outstanding work represented in the BOOYAH nominations reflects positively on the organization and the community.



Officers Jay Personius and Drew Selvestra were selected for the inaugural "Bestul's BOOYAH Award" for saving the life of a citizen. Each received an Award Certificate and a "BOOYAH" mug for their outstanding work. **BOOYAH!**



Brainerd Police Department BOOYAH Board



BOOYAH Award Memento Mug

TRAINING & STAFF DEVELOPMENT

Body Worn Cameras Legal Issues

Lt. Kulzer attended an on-line course on body worn camera legal issues, drilling into the body worn camera statute and review of sample policies.

DMT-G Breath Test Operator Training

Officers Boggs, Houle, and Gleason attended a hybrid of the DMT-G breath test operator training, consisting of on-line training and in person testing.

PATROL On-Line

All officers continue to attend PATROL On-Line courses, specifically covering Use of Force Peace Officer Standards and Training (POST) mandated updates.



The following topics of training were conducted In-House:

- The Crow Wing County Attorney's Office conducted Domestic violence training.
- Sgt. Davis conducted Use of Force classroom instruction and Brainerd Police Department policy review, which was recently updated in LEXIPOL.
- Officer Personius, who is an FAA licensed drone operator, conducted Crow Wing County multi-agency Drone Deployment operations and Officer Down Evacuation training.



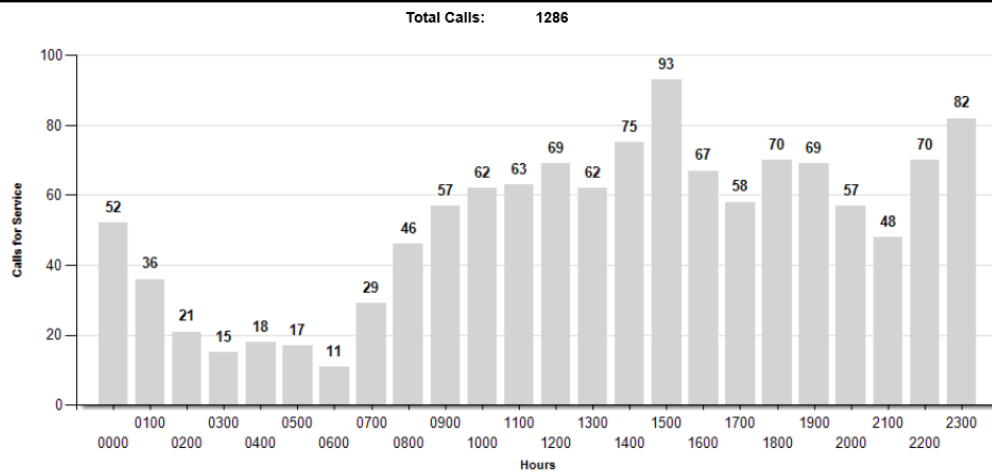
OVERALL CALLS FOR SERVICE

February	2021	2020
Number of Calls for Service	1247	1314



Calls for Service Hourly

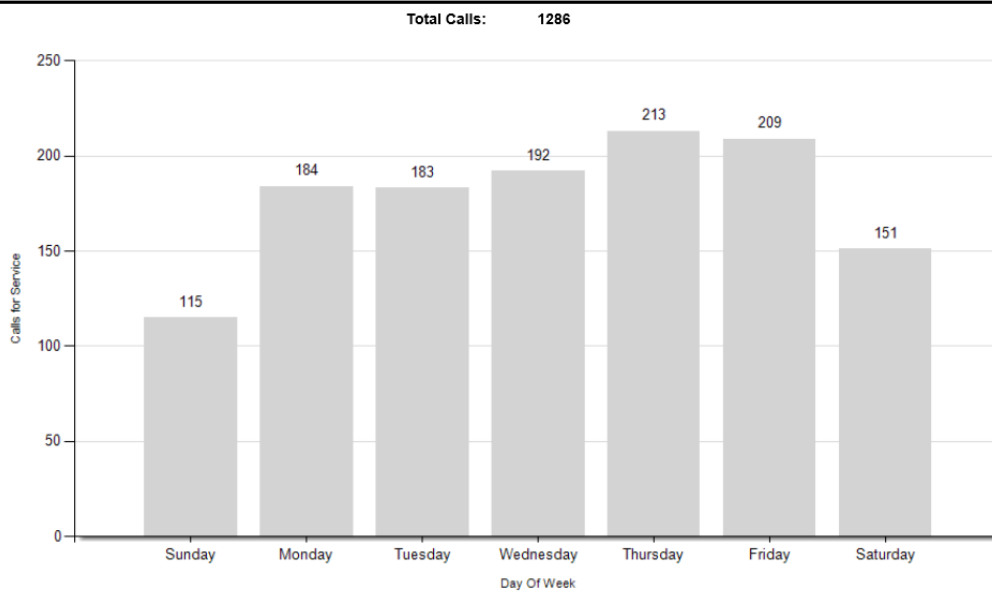
2/1/2021 to 2/28/2021



Calls for Service Day Of Week

Start Date: 2/1/2021

End Date: 2/28/2021



CONDUCT ON PREMISES ACTIVITY REPORT

ICR	Date Reported	Title	Address	Summary
21002117	02/17/21	Conduct on Premises	912 Oak St	Conduct on Premises

CRIME STATISTICS

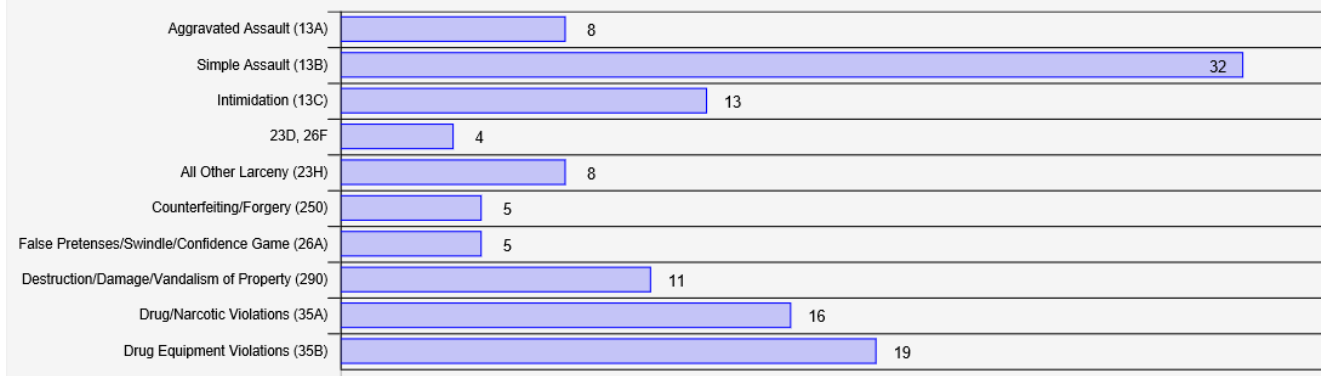
February	2021	2020
Group A Offenses Known or Reported to Police	239	243
Group A and B Arrests	105	173

**** Note: 2021 totals do not include case files that have not yet been coded.**

TOP 10 GROUP A OFFENSES

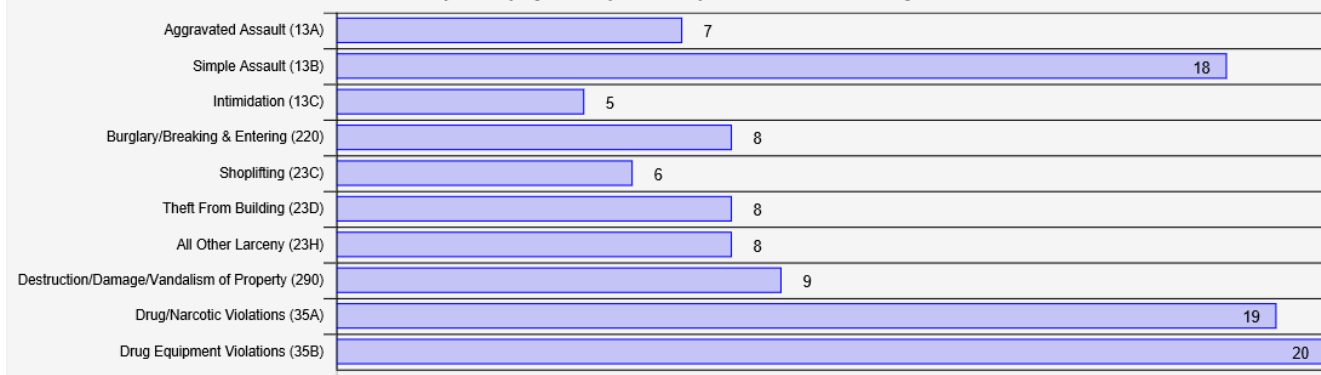
February 2021

This report displays the top ten Group A offenses for February 2021



February 2020

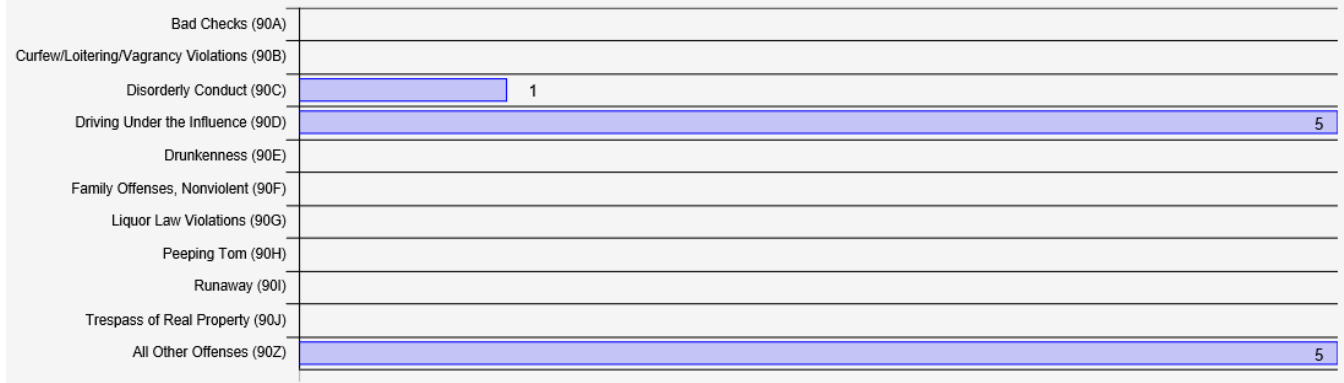
This report displays the top ten Group A offenses for February 2020



GROUP B ARREST DATA

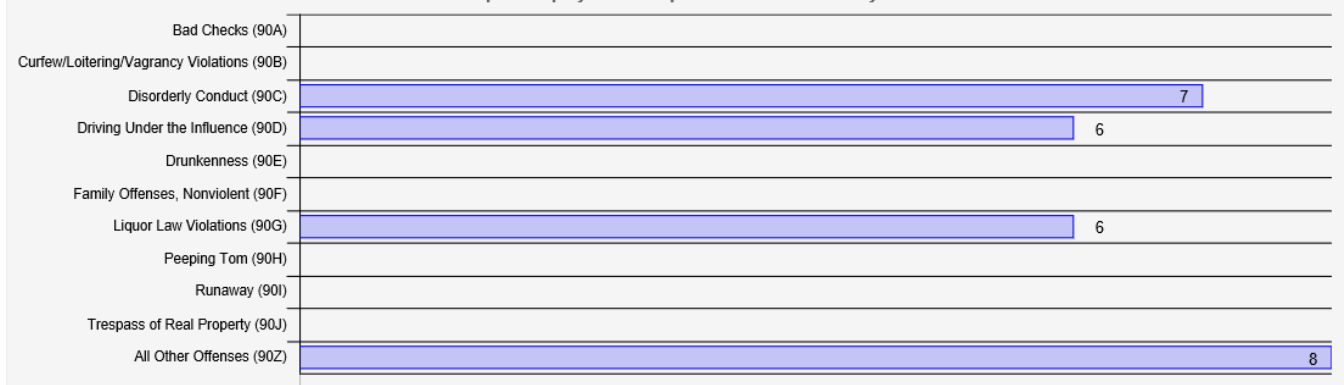
February 2021

This report displays all Group B arrests for February 2021



February 2020

This report displays all Group B arrests for February 2020



CITATIONS, PARKING TICKETS, & WRITTEN WARNINGS

February	2021	2020
Citations (Inc. Parking Tickets & Written Warnings)	195	248

49 parking tickets issued in the month of February, with the following dispositions.

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

Revenue Recapture Receipts:

2020 Total:	\$8,304.50
2021 To Date:	\$2,861.62

BODY WORN CAMERA DATA REPORT

Month	Number of Videos	Hours of Video	GB of Videos	Average MB per Video	Average Time Length of Videos	Average Number of Videos per Day
February	1595	346	604	388	13.02 Minutes	57



COMMUNITY EVENTS

Due to the COVID pandemic, and in accordance with Executive Order by Governor Walz, community events have been temporarily suspended.



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>	



COMMUNITY MEMBER OF THE MONTH

THE BRAINERD CITY COUNCIL AWARDS

Brenda Billman-Arndt

For her countless hours and driving force behind the Destination Downtown
Business Coalition and work in Downtown Brainerd.

Dave Badeaux
Mayor

David Chanski
Community Development Director

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

March 15, 2021

7:00 PM

WebEx Teleconference Call-In Information

Call Toll-Free: 844-992-4726

Access Code: 187 024 7694

1. Request to Approve Brainerd and Crow Wing County Public Transit Request for Proposals for 3rd Party Operation Services
2. Request to Approve Cost Share Agreement with Crow Wing County for Improvement 21-04 – 2021 Street Striping Project
3. Request to Approve Downtown Crosswalk Painting Plan



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>	

**CONSTRUCTION COST SHARE AGREEMENT
WITH THE CITY OF BRAINERD – PROJECT NO. CP 18-200-108
FOR ROADWAY PAVEMENT MARKINGS ON
VARIOUS CITY OF BRAINERD STREETS**

This Agreement is made and entered into this day of _____, 2021, by and between the County of Crow Wing, State of Minnesota, a political subdivision of the State of Minnesota, 326 Laurel Street, Brainerd, Minnesota, 56401, hereinafter referred to as "County", and the City of Brainerd, 501 Laurel St., Brainerd, MN 56401 herein after referred to as the "City".

WITNESSETH

WHEREAS, the parties mutually agree that pavement markings desired by the City to be applied to various City streets have the potential to result in overall costs savings when combined with the County project which will provide for pavement markings to numerous county roadways, and

WHEREAS, the County has budgeted funds to complete the project; and,

WHEREAS, the Crow Wing County Highway Department has prepared plans and specifications for the project entitled 2021 PAVEMENT MARKINGS, which plans and specifications are on file in the office of the County Engineer;

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED:

I. PURPOSE

The parties have joined together for the purpose of applying pavement markings to numerous County roadways and City streets as described in the plans and specifications entitled 2021 PAVEMENT MARKINGS on file in the office of the Crow Wing County Highway Department (hereinafter referred to as the "Project").

II. Duties

A. Design and Construction

The County shall incorporate City provided quantities and maps into the overall bidding package for the Project unless otherwise stated in this agreement. A contract administration fee for the City roads, at a rate of three percent of the City's construction costs, shall be reimbursable from the City. The County shall do the calling for all bids and the acceptance of all bid proposals.

B. Inspection and Approval

The County and City shall each provide construction inspection and staking for their respective roadways for the Project and approval for acceptance of the work as it is completed. The City will ensure that City streets are swept and in a condition ready to receive pavement markings. The City will notify the County of any concerns that arise during or after the completion of the Project. Approval of the completed construction contract by the County shall be final, binding and conclusive upon the City as to the satisfactory completion of the construction.

III. COSTS

A. The contract costs of the work, or if the work is not contracted, the cost of all labor, materials, normal engineering costs and equipment rental required to complete the work, shall constitute the estimated

construction costs and shall be so referred to herein. Actual final construction costs may vary and those will be the actual costs for which the relevant parties will be responsible.

B. The estimated construction cost for the City portion of the Project is \$20,260.25. Participation in the construction costs is as follows:

1. The City shall pay one hundred percent (100%) of the cost of the pavement markings related to all City streets. The estimated cost to the City for these items is \$20,260.25. When adding the three percent contract administration costs of \$607.81, the total estimated cost to the City is \$20,868.06.

2. The County shall pay for one hundred percent (100%) of the pavement markings related to the remaining County roadways and through agreements with other project partners.

C. The total estimated cost to the City for the Project is \$20,868.06 as shown in the attached Exhibit A. This amount is only an estimate and the City agrees to pay its share of actual costs incurred by the County in fulfilling this agreement.

D. After the award of the construction contract for the Project, the County shall update the City as to the current City construction costs. The City shall reimburse the County for its costs within 30 days of receipt of final project costs.

IV. TERM

This Agreement shall continue until terminated as provided hereinafter.

V. DISBURSEMENT OF FUNDS

All funds disbursed by the County or City pursuant to this Agreement shall be disbursed pursuant to law.

VI. CONTRACTS AND PURCHASES

All contracts let and purchases made pursuant to this Agreement shall be made by the County in conformity with State law.

VII. ACCOUNTABILITY

An accounting shall be made of all receipts and disbursements upon request by either party.

VIII. TERMINATION

This agreement shall terminate by either party only for breach of this Agreement or by mutual consent of the parties.

IX. NOTICE

For purposes of delivery of any notices hereunder, the notice shall be effective if delivered to the County Auditor of Crow Wing County, 326 Laurel Street, Brainerd, Minnesota, 56401, on behalf of the County, and City of Brainerd, 501 Laurel St., Brainerd, MN 56401 on behalf of the City.

XI. INDEMNIFICATION

The City and the County mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

XII. ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter hereof, as well as any previous agreement presently in effect between the parties to the subject matter hereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

COUNTY OF CROW WING

By: _____
Robert Hall
Assistant County Engineer

Dated: _____

CITY OF BRAINERD

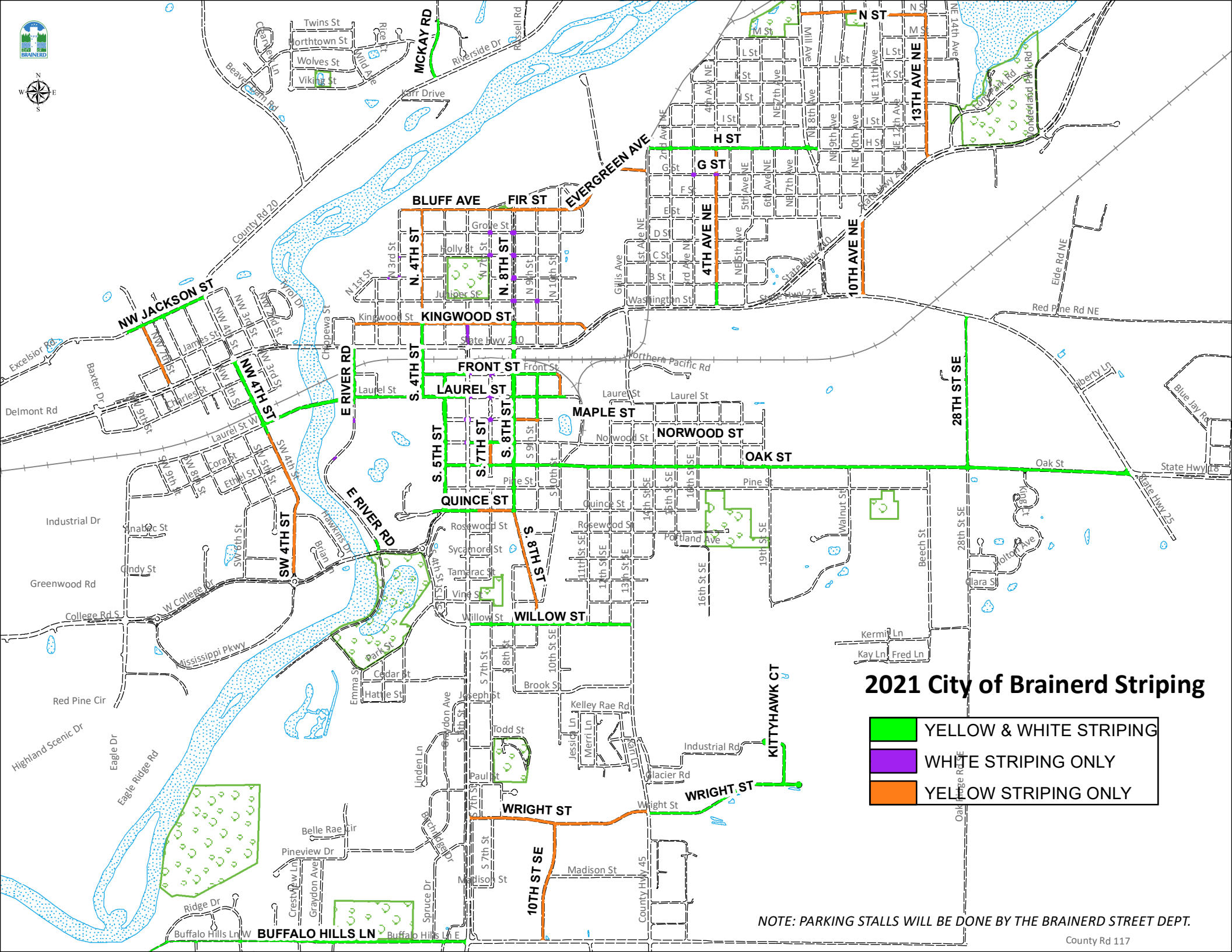
By: _____
Dave Badeaux
Mayor

Dated: _____

2021 PAVEMENT MARKING ESTIMATE					
BRAINERD QUANTITIES - COUNTY PROJECT 18-200-108					
LINEAR PAINT			CITY OF BRAINERD		
ITEM DESCRIPTION	UNITS		TOTAL UNITS	UNIT PRICE	TOTAL COST
4" SOLID LINE PAINT	LIN FT		56757	0.050	2,837.85
6" SOLID LINE PAINT	LIN FT		0	0.080	-
8" SOLID LINE PAINT	LIN FT		0	0.110	-
4" BROKEN LINE PAINT	LIN FT		11090	0.050	554.50
4" DOTTED LINE PAINT	LIN FT		0	0.220	-
8" DOTTED LINE PAINT	LIN FT		0	0.300	-
4" DOUBLE PAINT	LIN FT		19351	0.100	1,935.10

MESSAGE PAINT			CITY OF BRAINERD		
ITEM DESCRIPTION	UNITS		TOTAL UNITS	UNIT PRICE	TOTAL COST
CROSSWALK PAINT	SQ FT		0	2.700	-
PAVEMENT MESSAGE PAINT	SQ FT		4849	2.700	13,092.30
6" SOLID LINE PAINT (HAND)	LIN FT		0	1.100	-
8" SOLID LINE PAINT (HAND)	LIN FT		0	1.200	-
12" SOLID LINE PAINT (HAND)	LIN FT		0	1.700	-
24" SOLID LINE PAINT (HAND)	LIN FT		818	2.250	1,840.50

Estimated Construction Cost	\$	20,260.25
Estimated Contract Admin. (3%)	\$	607.81
Total Estimated Cost	\$	20,868.06



2021 City of Brainerd Striping

-  YELLOW & WHITE STRIPING
-  WHITE STRIPING ONLY
-  YELLOW STRIPING ONLY

NOTE: PARKING STALLS WILL BE DONE BY THE BRAINERD STREET DEPT.



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>	





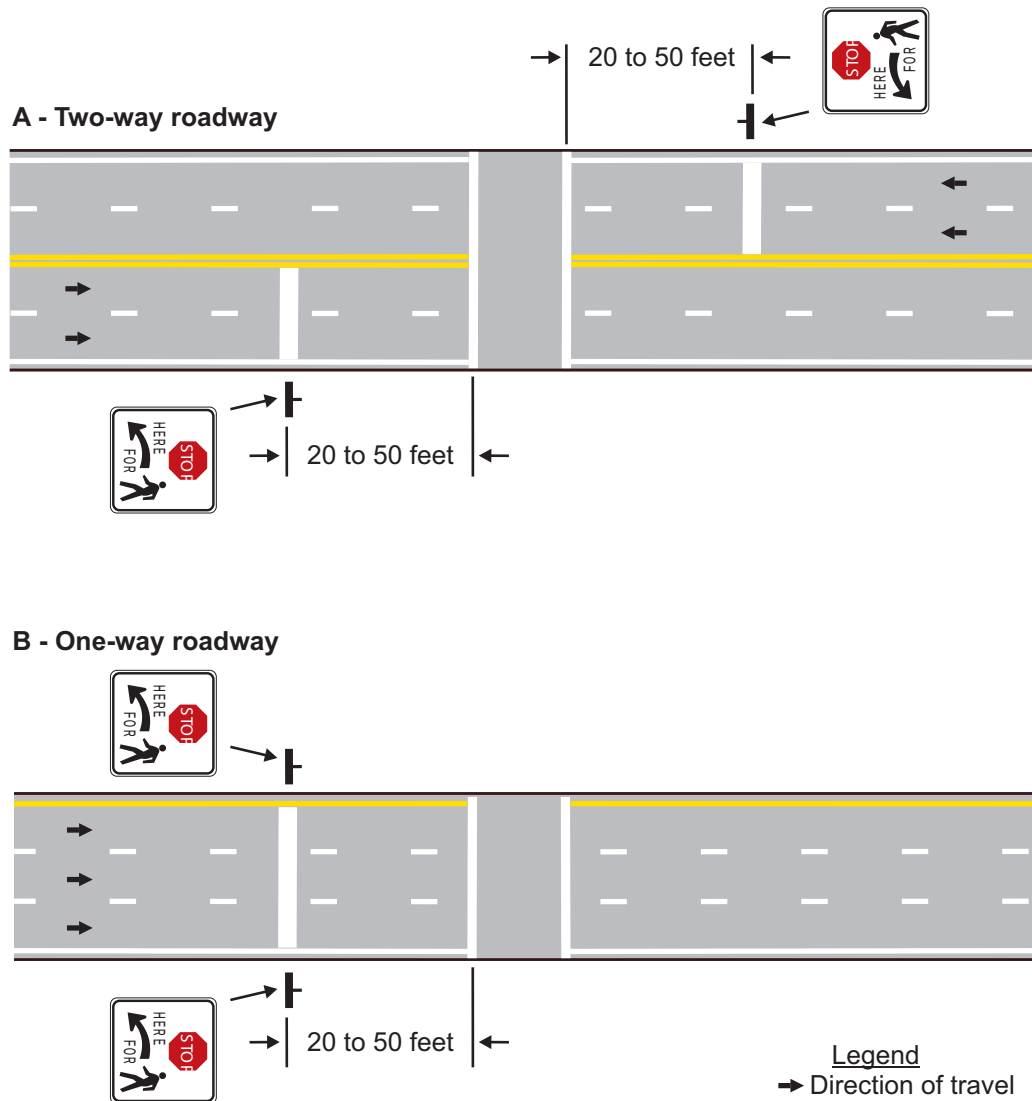


Figure 3B-17 Examples of Stop Lines at Unsignalized Midblock Crosswalks

- A. Wide solid white lines that outline the intersection area that vehicles must not block;
- B. Wide solid white lines that outline the intersection area that vehicles must not block and a white word message such as DO NOT BLOCK or KEEP CLEAR;
- C. Wide solid white lines that outline the intersection area that vehicles must not block and white crosshatching within the intersection area; or
- D. D. A white word message, such as DO NOT BLOCK or KEEP CLEAR, within the intersection area that vehicles must not block.

Do Not Block Intersection markings shall be accompanied by one or more Do Not Block Intersection (DRIVEWAY) (CROSSING) (R10-7) signs (see Section 2B.53), one or more Do Not Stop On Tracks (R8-8) signs (see Section 8B.9), or one or more similar signs.

3B.18 Crosswalk Markings

Support

Crosswalk markings provide guidance for pedestrians who are crossing roadways by defining and delineating paths on approaches to and within signalized intersections, and on approaches to other intersections where traffic stops.

In conjunction with signs and other measures, crosswalk markings help to alert road users of a designated pedestrian crossing point across roadways at locations that are not controlled by traffic control signals or STOP or YIELD signs.

At non-intersection locations, crosswalk markings legally establish the crosswalk.

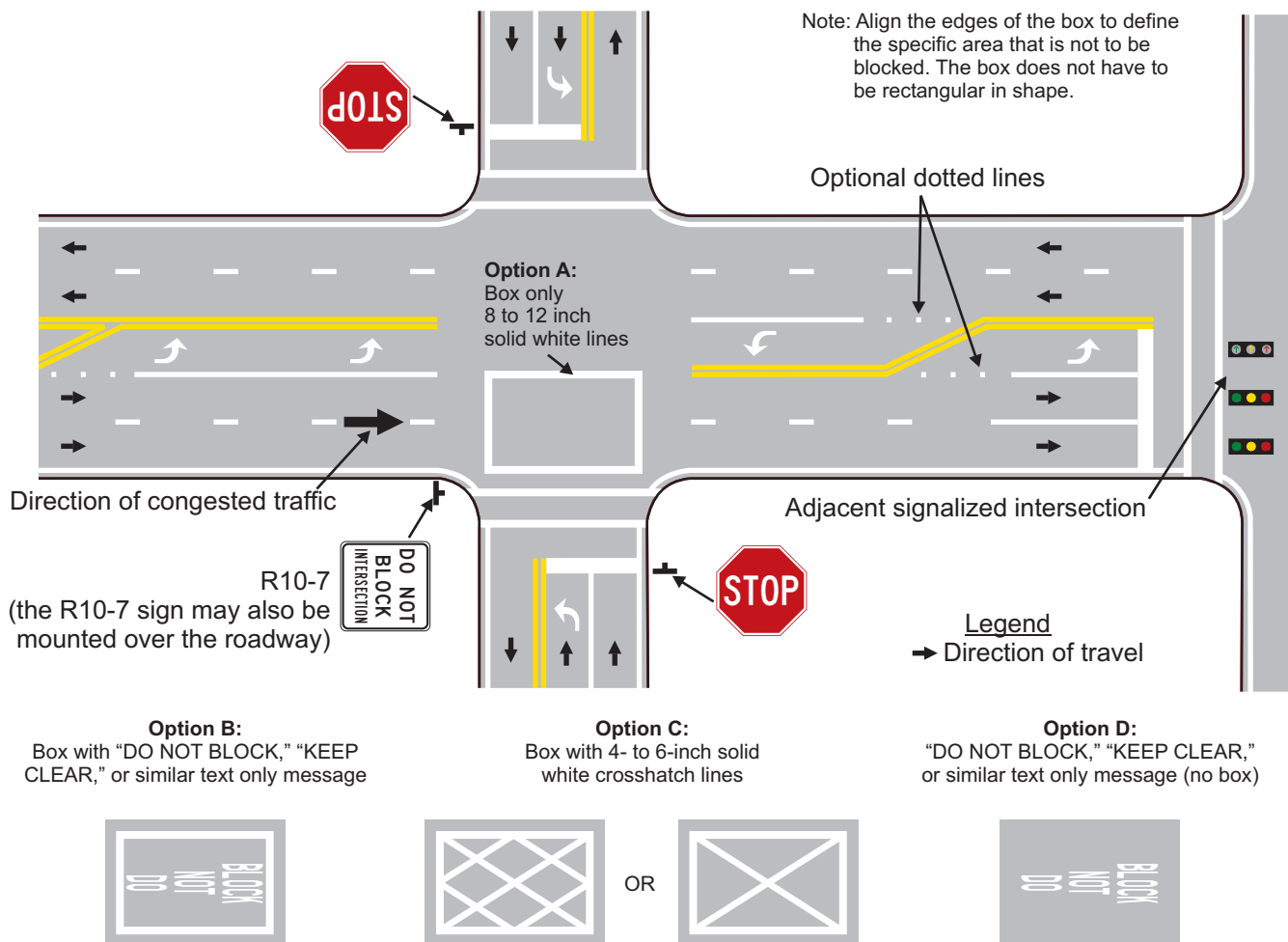


Figure 3B-18 Do Not Block Intersection Markings

Standard

When crosswalk lines are used, they shall consist of solid white lines that mark the crosswalk. They shall not be less than 6 inches or greater than 24 inches in width.

Guidance

If transverse lines are used to mark a crosswalk, the gap between the lines should not be less than 6 feet. If diagonal or longitudinal lines are used without transverse lines to mark a crosswalk, the crosswalk should be not less than 6 feet wide.

Crosswalk lines, if used on both sides of the crosswalk, should extend across the full width of pavement to the edge of the intersecting crosswalk to discourage diagonal walking between crosswalks (see Figure 3B-17 and 3B-19).

At locations controlled by traffic control signals or on approaches controlled by STOP or YIELD signs, crosswalk lines should be installed where engineering judgment indicates they are needed to direct pedestrians to the proper crossing path(s).

Crosswalk lines should not be used indiscriminately. An engineering study should be performed before a marked crosswalk is installed at a location away from a traffic control signal or an approach controlled by a STOP or YIELD sign. The engineering study should consider the number of lanes, the presence of a median, the distance from adjacent signalized intersections, the pedestrian volumes and delays, the average daily traffic (ADT), the posted or statutory speed limit or 85th-percentile speed, the geometry of the location, the possible consolidation of multiple

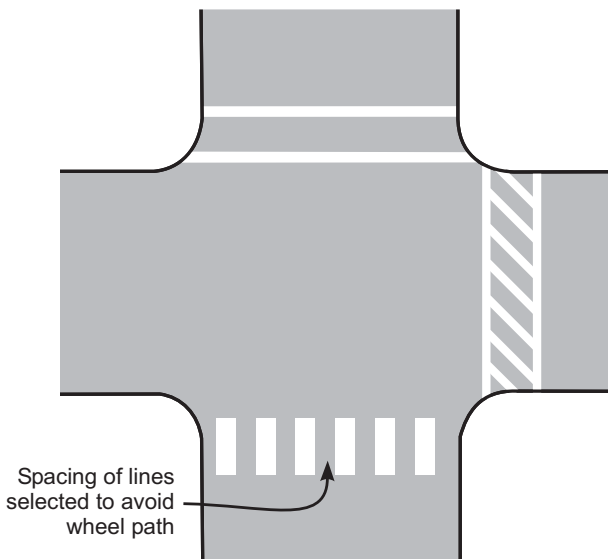


Figure 3B-19 Examples of Crosswalk Markings

crossing points, the availability of street lighting, and other appropriate factors.

New marked crosswalks alone, without other measures designed to reduce traffic speeds, shorten crossing distances, enhance driver awareness of the crossing, and/or provide active warning of pedestrian presence, should not be installed across uncontrolled roadways where the speed limit exceeds 40 mph and either:

- A. The roadway has four or more lanes of travel without a raised median or pedestrian refuge island and an ADT of 12,000 vehicles per day or greater; or
- B. The roadway has four or more lanes of travel with a raised median or pedestrian refuge island and an ADT of 15,000 vehicles per day or greater.

Support

Chapter 4F contains information on Pedestrian Hybrid Beacons. Section 4L.3 contains information regarding Warning Beacons to provide active warning of a pedestrian's presence. Section 4N.2 contains information regarding In-Roadway Warning Lights at crosswalks. Chapter 7D contains information regarding school crossing supervision.

Guidance

Because non-intersection pedestrian crossings are generally unexpected by the road user, warning signs (see Section 2C.50) should be installed for all marked crosswalks at non-intersection locations and adequate visibility should be provided by parking prohibitions.

Support

Section 3B.16 contains information regarding placement of stop line markings near crosswalk markings.

Option

For added visibility, the area of the crosswalk may be marked with white diagonal lines at a 45-degree angle to the line of the crosswalk or with white longitudinal lines parallel to traffic flow as shown in Figure 3B-19.

When diagonal or longitudinal lines are used to mark a crosswalk, the transverse crosswalk lines may be omitted. This type of marking may be used at locations where substantial numbers of pedestrians cross without any other traffic control device, at locations where physical conditions are such that added visibility of the crosswalk is desired, or at places where a pedestrian crosswalk might not be expected.

Guidance

If used, the diagonal or longitudinal lines should be 12 to 36 inches wide and separated by gaps of 12 to 60 inches. The design of the lines and gaps should avoid the wheel paths if possible, and the gap between the lines should not exceed 2.5 times the width of the diagonal or longitudinal lines.

Option

When an exclusive pedestrian phase that permits diagonal crossing is provided at a traffic control signal, a marking as shown in Figure 3B-20 may be used for the crosswalk.

Mn Rev. 4

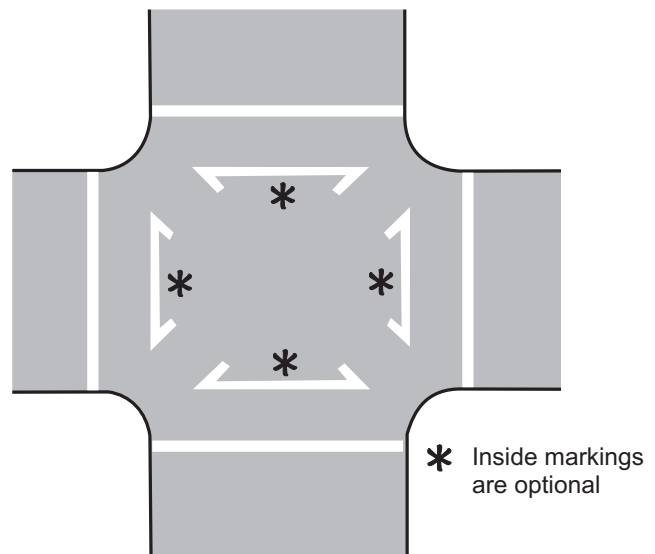


Figure 3B-20 Examples of Crosswalk Markings for an Exclusive Pedestrian Phase That Permits Diagonal Crossing

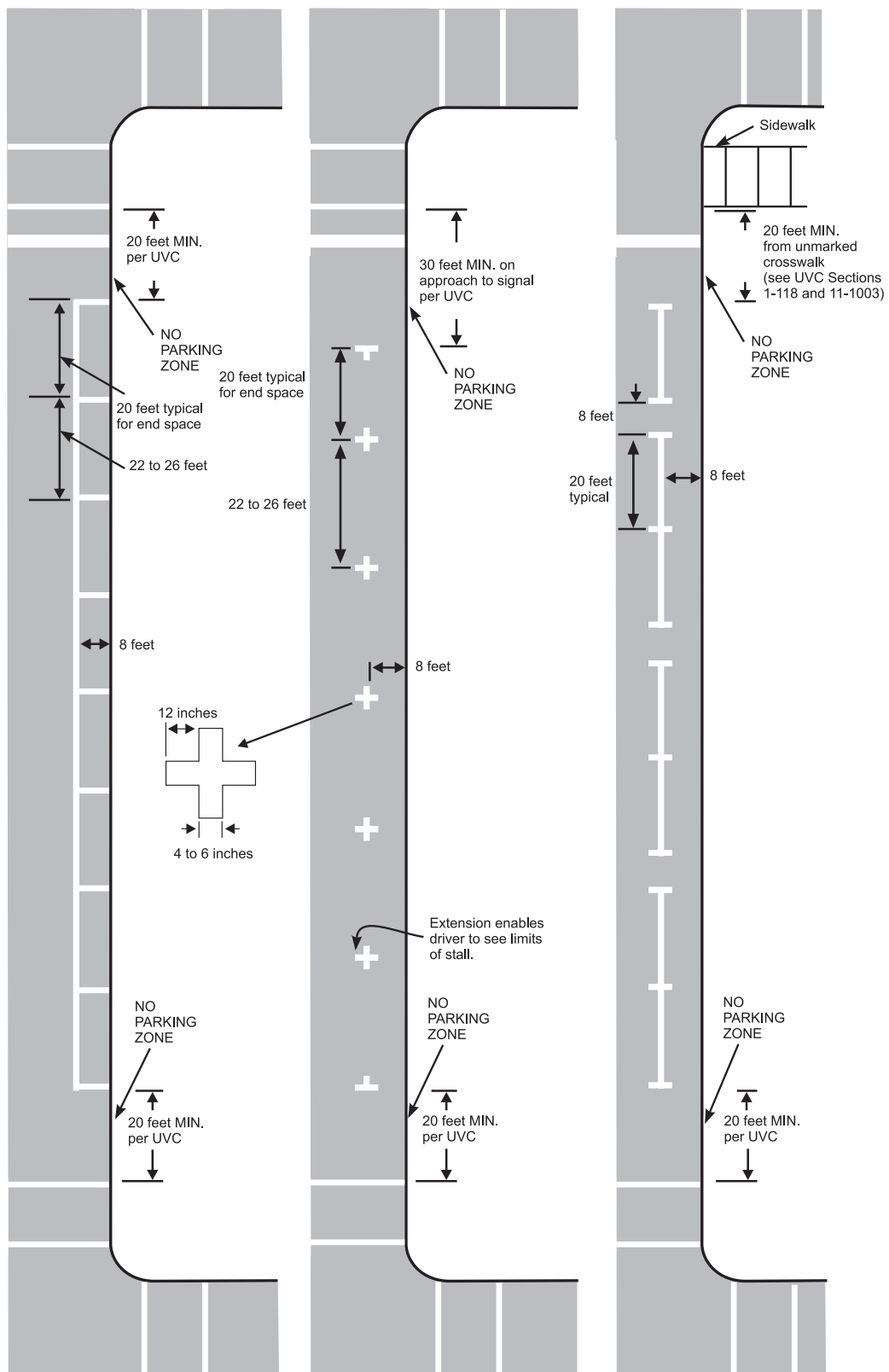


Figure 3B-21 Examples of Parking Space Markings

Guidance

Crosswalk markings should be located so that the curb ramps are within the extension of the crosswalk markings.

Support

Detectable warning surfaces mark boundaries between pedestrian and vehicular ways where there is no raised curb. Detectable warning surfaces are required by 49 CFR, Part 37 and by the Americans with Disabilities Act (ADA) where curb ramps are constructed at the junction of sidewalks and the roadway, for marked and unmarked crosswalks. Detectable warning surfaces contrast visually with adjacent walking surfaces, either light-on-dark, or dark-on-light. The “Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (ADAAG)” (see Section 1A.11) contains specifications for design and placement of detectable warning surfaces.

3B.19 Parking Space Markings

Support

Marking of parking space boundaries encourages more orderly and efficient use of parking spaces where parking turnover is substantial. Parking space markings tend to prevent encroachment into fire hydrant zones, bus stops, loading zones, approaches to intersections, curb ramps, and clearance spaces for islands and other zones where parking is restricted. Examples of parking space markings are shown in Figure 3B-21.

Standard

Parking space markings shall be white.

Option

Blue lines may supplement white parking space markings of each parking space designated for use only by persons with disabilities.

Support

Additional parking space markings for the purpose of designating spaces for use only by persons with disabilities are discussed in Section 3B.20 and illustrated in Figure 3B-22. The design and layout of accessible parking spaces for persons with disabilities is provided in the “Americans with Disabilities Act Accessibility Guidelines (ADAAG)” (see Section 1A.11).

3B.20 Pavement Word, Symbol, and Arrow Markings

Support

Word, symbol, and arrow markings on the pavement are used for the purpose of guiding, warning, or regulating traffic. These pavement markings can be helpful to road users in some locations by supplementing signs and providing additional emphasis for important regulatory, warning, or guidance messages, because the markings do not require diversion of the road user’s attention from the roadway surface. Symbol messages are preferable to word messages.

Examples of standard word and arrow pavement markings are shown in Figures 3B-23 and 3B-24.

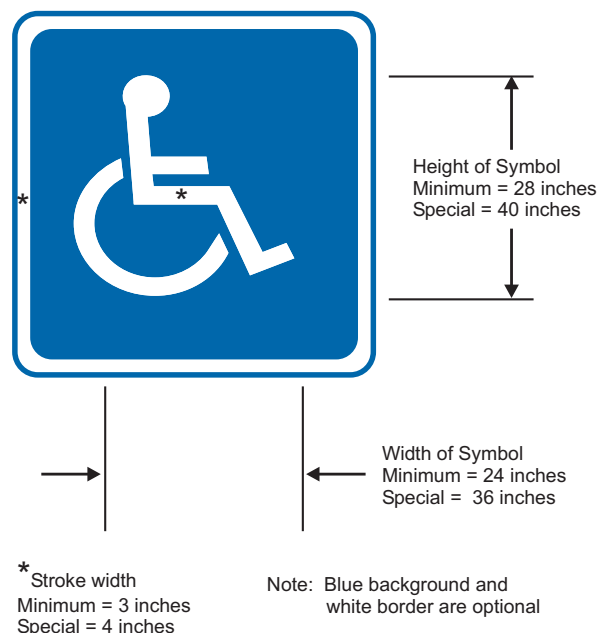


Figure 3B-22 International Symbol of Accessibility Parking Space Marking

PART 3. MARKINGS

Chapter 3G. Colored Pavements

3G.1 General

Support

Colored pavements consist of differently colored road paving materials, such as colored asphalt or concrete, or paint or other marking materials applied to the surface of a road or island to simulate a colored pavement.

If non-retroreflective colored pavement, including bricks and other types of patterned surfaces, is used as a purely aesthetic treatment and is not intended to communicate a regulatory, warning, or guidance message to road users, the colored pavement is not considered to be a traffic control device, even if it is located between the lines of a crosswalk.

Standard

If colored pavement is used within the traveled way, on flush or raised islands, or on shoulders to regulate, warn, or guide traffic or if retroreflective colored pavement is used, the colored pavement is considered to be a traffic control device and shall be limited to the following colors and applications:

- A. Yellow shall be used only for flush or raised median islands separating traffic flows in opposite directions.
- B. White shall be used for delineation on shoulders, and for flush or raised channelizing islands where traffic passes on both sides in the same general direction.

Guidance

Colored pavements shall not be used as a traffic control device, unless the device is applicable at all times. Colored pavements use as traffic control devices should be used only where they contrast significantly with adjoining paved areas.

Colors that degrade the contrast of white crosswalk lines, or that might be mistaken by road users as a traffic control application should not be used for colored pavement located between crosswalk lines.

City Of Rochester

Revocable Permit Application for Creative Crosswalk Painting For placement within City Right-of-Way

Neighborhood Organization Making Application _____

Primary Contact Person _____

Street Address _____

City, State & Zip _____ **Phone (____)** _____

Location of the requested pavement treatment _____

Estimated date for the pavement treatment _____

Information Required for Project Approval:

- A written description of the proposed changes, including diagrams depicting how the crosswalk will look when completed (See Item 5 of agreement).

Return this form to: **City Traffic Engineer**
Department of Public Works
24 Civic Center Drive NE
Rochester, MN 55906

Applicant confirms with the below signature that they have read and will comply with the agreement on the back of this application.

Signature of Authorized Neighborhood Representative

Date Signed

City Use Only

Dated: _____

Authorized: _____

Permit No. _____

Area _____

Street _____

MSA Route _____

AGREEMENT

Application Conditions:

1. The permittee shall defend, indemnify and hold the City of Rochester, its officers, agents and employees harmless from any claims for damages to persons or property, including legal fees and costs of defending any actions or suits, including appeals, which result from the permitted activity;
2. Permittee must be an organized neighborhood group and represent the entire neighborhood;
3. The intent of the proposed project and the likely outcome of such project shall be consistent with the goals of the City as provided by the City Council;
4. The crosswalk painting must occur on a street classified as a Local Service Street and carry less than 2,000 vehicles on an average day. The crosswalk painting shall not be allowed at any crosswalk that is currently being painted by the Public Works Department;
5. The applicant for a permit must provide the City Traffic Engineer with a written description of the proposed changes, including diagrams depicting how the crosswalk will look when completed. The applicant must demonstrate how the project will improve, or at least maintain, traffic safety and the safety of individuals at or in the vicinity of the crosswalk;
6. The crosswalk painting shall not contain any text, advertisement or symbols that might be offensive or inappropriate;
7. The permittee shall work with all affected neighbors to resolve any concerns that may arise regarding the project. The inability to resolve such concerns may be grounds for revocation of this permit by the City;
8. Repair, maintenance or installation of existing or future utility facilities in the right-of-way may require the permittee to reconstruct, move or remove the project, or portions of the project, with all costs borne by the permittee;
9. The permittee shall, at no cost to the City, remove all aspects or features of a project when the permit expires or is revoked;

Application Procedural Steps:

10. The permittee shall obtain a "Right of Way Permit" from the Public Works Department to close the leg of the intersection on which the crosswalk painting is installed. Permittee shall use Type III barricades and STREET CLOSED signs as provided in the *Manual of Uniform Traffic Control Devices*. No street shall be blocked for more than 12 hours in any 24-hour period unless specifically allowed by the City Traffic Engineer;
11. The paint used for the crosswalk painting and all future maintenance shall be traffic paint and contain anti-skid additives;
12. The permittee is not authorized to do any excavation except as specifically identified in the project plans. The permittee shall be responsible for protecting all public and private facilities placed in the public right-of-way including underground utilities;
13. The permit shall not exempt any party from complying with all applicable traffic laws including laws regarding pedestrians;
14. The permit shall be for use of the public right-of-way, and does not exempt the permittee from obtaining any license or permit required by City ordinances for any act to be performed under this permit. The permit shall not waive the provisions of any City ordinance or the Home Rule Charter, except as stated herein;
15. The permittee shall maintain, at no cost to the City, all aspects of the project during the term of the permit. If any nuisance condition is allowed to exist in the area of the project, the City may summarily abate such nuisance. The existence of a nuisance in the area of the project may be grounds for revocation of the project;

Application Oversight:

16. The City Traffic Engineer may recommend approval of a revocable permit authorizing construction and maintenance of the project as described and shown in the submitted diagrams subject to any changes that may be required by the City Traffic Engineer;
17. All permits shall be revocable by the City Council for any cause;
18. This permit may not be assigned without the City's approval;



Brainerd City Council Agenda Request

Requested Meeting Date: March 15, 2021

Title of Item: Request to Award Brainerd Street Garage Parks Addition Bids

☐ 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: City Engineer/Interim PW Director Sandy	Department: Engineering/Public Works
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 5 Minutes
Summary of Issue: Bids were received and opened for the Brainerd Street Garage Parks Addition on March 11, 2021 at 2:00 PM.	
Alternatives, Options, Effects on Others/Comments: In total, 9 bids were received from contractors and can be seen attached in the bid abstract and recommendation letter. The lowest responsible bidder per the submitted lump sum bids was Nor-Son, Inc. in the base bid amount of \$504,553. Other bids that were received were grouped pretty tightly, which is an indication that all the contractors were interpreting the plans and specifications the same, and thus, came to generally the same overall bid amount. The total budgeted amount for this project in the 30-year capital improvements plan was \$468,109. The lowest bid received of \$504,553 represents a 7.78% over estimated costs. Representatives from Widseth will be available at the meeting to talk to the bids and the project, along with answering any questions the Council may have about the work.	
Recommended Action/Motion: Staff recommends awarding the contract for the Brainerd Street Garage Parks Addition to Nor-Son, Inc. in the total lump sum bid amount of \$504,553 and authorizing execution and proper signatures on the contract documents.	
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> \$ <u>504,553</u> <i>Is this budgeted?</i> ☒ Yes ☐ No <i>Please Explain:</i> The full amount of this project is not budgeted due to the bids being higher than the estimated costs, but costs over and above the budget are anticipated to come out of capital fund 400.	

Brainerd Street Sewer Parks Building Addition & Remodel Brainerd, MN WSN Project No. 2020-10534	Base Bid	Responsible Contractor Certification & Response Form	5% Bid Security	Addendum No. 1	Addendum No. 2
Bidder:					
Kaski Inc. 2321 W. 1 st Street Duluth, MN 55806	\$786,000	Yes	Yes	Yes	Yes
Baratto Brothers Construction, Inc. 13872 Shafer Road Crosslake, MN 56442	\$610,000	None	Yes	Yes	Yes
RAM General Contracting, Inc. 592 Industrial Drive Winsted, MN 55395	\$567,130	Yes	Yes	Yes	Yes
Project One Construction, Inc. 10375 County Road 8 Kimball, MN 55353	\$509,000	Yes	Yes	Yes	Yes
Nor-Son, Inc. 7900 Hastings Road Baxter, MN 56425	\$504,553	Yes	Yes	Yes	Yes
Alliance Building Corporation 3709 Quail Road, NE PO Box 564 Sauk Rapids, MN 56379	\$513,652	Yes	Yes	Yes	Yes
Hy-Tec Construction of Brainerd, Inc. 11360 Business 371, PO Box 621 Brainerd, MN 56401	\$511,311	Yes	Yes	Yes	Yes
Rice Lake Construction Group 22360 County Road 12 Deerwood, MN 56444	\$583,450	Yes	Yes	Yes	Yes
Eagle Construction Company, Inc. 515 9 th Ave. NW Little Falls, MN 56345	\$616,900	Yes	Yes	Yes	Yes

March 11th, 2021

WIDSETH

Brainerd/Baxter

7804 Industrial Park Road
PO Box 2720
Brainerd MN 56425-2720

218.829.5117
Baxter@Widseth.com
Widseth.com

Paul Sandy, City Engineer/Interim Public Works Director, City of Brainerd
501 Laurel Street
Brainerd, MN 56401

RE: Brainerd Street, Sewer and Parks Building
Addition and Remodeling
Widseth Letter of Recommendation for Bid Award
WSN No. 2020-10534

Dear Mr. Sandy:

Pursuant to authority of the Brainerd Street, Sewer, and Parks Department and after proper legal advertisement, bids for the referenced project were obtained at 2:00 p.m. in the City of Brainerd Counsel Chambers on Thursday, March 11, 2021.

Lump sum base bids were received:

<u>Contractor</u>	<u>Base Bid</u>
Nor-Son Construction	\$504,553.00
Project One Construction	\$509,000.00
Hy-Tec Construction	\$511,311.00
Ram General Contracting	\$567,130.00
Rice Lake Construction Group	\$583,450.00
Baratto Brothers Construction	\$610,000.00
Eagle Construction	\$616,900.00
Kaski Inc.	\$786,000.00

Details of all bids are shown on the attached Tabulation of Bids (Bid Abstract). The bids were conforming to the plans, specifications, and advertisement.

We recommend that the Contract be awarded to Nor-Son Construction, the lowest responsible bidder, on the basis of the lump sum price on the bid proposal.

WIDSETH SMITH NOLTING & ASSOC., INC.



Michael J. Angland, AIA, LEED AP

Enc. (Tabulation of Bids – 1 page)

c: Widseth File

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

March 15, 2021

6:45 PM

WebEx Teleconference Call-In Information

Call Toll-Free: 844-992-4726

Access Code: 187 262 0293

1. Authorize Hiring of Community Service Officer
2. Authorize Updating the Police Officer Eligibility List
3. Consideration of Mr. Jedlenski's Request for Property Tax Refund
4. 2022 Capital Equipment and Facility Budget



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>	



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 Officer Hiring Ratification - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STUNEK TO AFFIRM THE HIRING OF POLICE OFFICER SAMUEL JUDD STARTING AT LELS 2020 STEP 1 RATE OF \$27.43/HOUR WITH A STARTING DATE OF AUGUST 14, 2020.

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

Request to Enter Rural Service District

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND T. ERICKSON TO ADD THE PROPERTY PID 41330756 TO THE CITY'S RURAL SERVICE DISTRICT AND DIRECT THE PLANNING AND ZONING TO RE-EXAMINE THE RURAL SERVICES DISTRICT ORDINANCES TO REVIEW THE USEFULNESS OF SERVING THE CITY AND RESIDENTS AND RETURN TO THE COUNCIL WITH A PROPOSED ORDINANCE AMENDMENT.

Committee Chair Pritschet indicated Mr. Greg Jedlinski, 9089 Dal-Mar Drive, is requesting the property be added as he is not serviced by City sewer and water.

Council discussion took place.

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

2021 Budget Proposed Timeline - Approved

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STUNEK TO SET THE BUDGET WORKSHOP FOR MONDAY, SEPTEMBER 14, 2020 AT 6:00 P.M.

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

2019 Tax Increment Financing (TIF) Report Summary - Informational

Committee Chair Pritschet stated the TIF report was provided to Council and filed accordingly prior to the August 1, 2020 deadline.

Unfinished Business

Committee Resignations – Accept with Regret

MOVED AND SECONDED BY ALDERMEN T. ERICKSON AND STUNEK TO ACCEPT WITH REGRET THE RESIGNATION OF STACI HEADLEY FROM THE AIRPORT COMMISSION.

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

Committee Recommendations – Recommended by Mayor Badeaux



Brainerd City Council Agenda Request

Requested Meeting Date: August 17, 2020

Title of Item: Request to Enter Rural Service District

☐ 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: Community Development Director	Department: Community Development
Presenter (Name & Title): David Chanski, CDD	Estimated Time Needed: 5 minutes
Summary of Issue: Greg Jedlenski of 9089 Dal-Mar Drive is requesting that the property on which his home sits (PID 41330756) be added to the City's Rural Service District. This property is landlocked (see attached GIS map), and he uses the adjacent property that he owns (PID 41330716) to access his home. PID 41330716 is in the rural services district but PID 41330756 (his home) is not. He believes his home should be in the Rural Services District as he is not serviced by city sewer and water, and it is not available that far down Dal-Mar. The neighboring properties are within the Rural Services District. Staff is seeking direction as to how to proceed.	
Alternatives, Options, Effects on Others/Comments: The Rural Service District was created in 1986 by Ordinance No. 844, which set, "the taxes for municipal purposes, exclusive of bonded indebtedness, shall not exceed 80% of full municipal taxes levied in the remainder of the City." Additionally, the ordinance stated, "Whenever any parcel of land in the rural service district received water and/or sewer services or is rezoned, said parcel of land shall be transferred from the rural service district to the urban service district and the levy shall then be on the same basis as the property taxes levied for the urban service district." In 1996, Ordinance No. 1020 amended the Rural Service District reduce the tax levy within the district to 52%. This was based on the recommendation from the EDA. From the minutes of EDA meetings in May 1996, it appears the basis of amending the rural service district tax rate was to encourage annexation. They believed that property owners in adjacent unorganized areas and townships would not annex if their taxes were going to be substantially higher even though they still do not have city sewer and water service. Other than sewer and water, which is not a levied expense, properties within the Rural Service District receive no fewer services than the rest of the community.	
Recommended Action/Motion: Staff is seeking direction as to how to proceed with Mr. Jedlenski's request to have is property placed within the Rural Service District.	
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> Mr. Jedlenski's proposed 2020 city taxes were \$2,422.78. 52% of this would be approximately \$1,259.85.	

O R D I N A N C E

NO. 1020

**AN ORDINANCE DIVIDING THE CITY OF BRAINERD
INTO AN URBAN SERVICE DISTRICT
AND A RURAL SERVICE DISTRICT**

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE. That Ordinance No. 844 is hereby repealed.

SECTION TWO. The City of Brainerd hereby divides the area within its limits into an urban service district and a rural service district, constituting separate taxing districts for the purpose of all municipal property taxes, except those levied for the payment of bonds and judgements and interest thereon, in accordance with Minnesota Statute 272.67, as amended.

SECTION THREE. The urban service district shall include all properties within the limits of the City of Brainerd, except those set forth herein as a rural service district.

SECTION FOUR. The rural service district shall encompass the following described properties which are rural in character and are not benefited to the same degree as other lands by municipal services financed by general taxation:

Robert Russell Addition and Auditor's Plat of Government Lots Three (3) and Four (4), Section Thirty-Four (34), Township One Hundred Thirty-Four (134) North, Range Twenty-Eight (28) West of the 5th Principal Meridian.

That part of the Southeast Quarter of the Northwest Quarter (SE1/4-NW1/4) and Government Lot 2, Section 34, Township 134 North, Range 28 West, Crow Wing County, Minnesota, described as follows: Commencing at the iron monument at the Southwest corner of said Government Lot 2; Thence East, assumed bearing,

140.93 feet, along the South line of said Government Lot 2 to an iron monument: thence North 88.99 feet to an iron monument; thence North 56 degrees 49 minutes 50 seconds West 385.67 feet to an iron monument on the north line of the south 300.00 feet of said SE1/4-NW1/4 the point of beginning of the tract to be described; thence reversing thence South 56 degrees 49 minutes 50 seconds East 385.67 feet to an iron monument; thence South 88.99 feet to said iron monument on the south line of Government Lot 2; thence West 634 feet, more or less, along said south line of Government Lot 2 and along the south line of said SE1/4-NW1/4 to the shore of Gilbert Lake; thence northerly along said shore to it's intersection with said north line of the south 300.00 feet of the SE1/4-NW1/4; thence East 269 feet, more or less, along said north line of the south 300.00 feet of the SE1/4-NW1/4 to the point of beginning. Containing 3.4 acres, more or less. Subject to easements, reservations or restrictions of record, if any.

The southwest quarter of the southeast quarter of Section 33, Township 134 N., Range 28 W., except the north thirty (30) feet thereof, Crow Wing County, Minnesota.

The southeast quarter of the southeast quarter of Section 33, Township 134 No., Range 28 W., except the north thirty (30) feet thereof and except the part thereof lying southerly of the following described line: beginning at the point on the east line of said southeast of the southeast which is 614.25 ft. north 0 degrees 18 minutes west assumed bearing from the southeast corner of said Section 33; then south 66 degrees 22 minutes west 525.23 ft.; then south 64 degrees 38 minutes west 109.07 ft.; then south 61 degrees 10 minutes west 128.28 ft.; then south 48 degrees 27 minutes west 123.21 ft.; then south 46 degrees 18 minutes west 292.35 ft. to the south line of said southeast quarter of the southeast quarter and there ending.

Lots 34 and 36, Rearrangement of Lots in Wawanaissa Park.

Blocks 10, 11, 13, 14, 15, 16, 27 and 28
Cuyuna Range Addition to the City of Brainerd.

Tracts 21, 22, 23, 24, 25, 26, 27 and 28
Holland's Second Addition to the City of Brainerd.

Tracts 11, 12, 13, 14, 15, 16, 17 and 18
Holland's Third Addition to the City of Brainerd.

Lot 13, Block 1
Buffalo Hills First Addition.

The Northeast Quarter of the Northwest Quarter (NE1/4-NW1/4),
Section 2, Township 44 North, Range 31 West, except that part
platted as Buffalo Hills First Addition and except the North
Half (N1/2) thereof.

The North Half (N1/2) of the Northwest Quarter (NW1/4),
Section 31, Township 45 North, Range 30 West.

The North Half (N1/2) of the Northeast Quarter of the
Southwest Quarter (NE1/4-SW1/4), Section 31, Township 45
North, Range 30 West.

The Northeast Quarter of the Northwest Quarter (NE1/4-NW1/4),
Section 4, Township 133 North, Range 28 West.

Part of Government Lot 3 described as follows: All of the
Tract deeded Orloff to Wagner recorded in Book 122 of Deeds,
Page 172, except the following described Tract: Beginning at
the iron pipe on the ROW line of the Hwy., the Southwest
Corner of the above named Tract; then South 77 degrees, 37
minutes East 268.4 ft. along its southerly line to an iron
pipe on the bank of the Mississippi River; then North 10

degrees 57 minutes West 100 ft. along said bank to an iron pipe; then North 32 degrees 14 minutes East 206 ft. continuing along said river to an iron pipe; then North 65 degrees 37 minutes West 137.3 ft. to an iron pipe; then continuing North 65 degrees 37 minutes West to the Hwy. ROW; then southerly along said ROW to the place of beginning.

That part of Government Lot 3 described: Commencing at an iron pipe on the shore of Mississippi River, the Southeasterly Corner of Tract deeded from Orloff to Wagner recorded in Book 122, Page 172; then North 10 degrees 57 minutes West 100 ft. along the Bank of Mississippi River to an iron pipe; then North 59 degrees 21 minutes West 112 ft. to an iron pipe; then continuing North 59 degrees 21 minutes West to the Hwy. ROW line, the place of beginning; then South 59 degrees 21 minutes East to an iron pipe on the bank of Mississippi River; then North 32 degrees 14 minutes East 206 ft. along said river to an iron pipe; then North 65 degrees 37 minutes West 137.3 ft. to an iron pipe; then continuing North 65 degrees 37 minutes West to the ROW line of Hwy.; then Southerly along said Hwy. line to the place of beginning with easements.

Part of Government Lot 3 beginning at the iron pipe at the Southwest Corner of Tract deeded from Orloff to Wagner in Book 122, Page 172; then South 77 degrees 37 minutes East 268.4 ft. along the Southerly line of the above described Tract to an iron pipe on the bank of the Mississippi River; then North 10 degrees 57 minutes West 100 ft. along said bank to an iron pipe; then North 59 degrees 21 minutes West 112 ft. to an iron pipe; then continuing North 59 degrees 21 minutes West to the Hwy. ROW line; then Southerly along said ROW line to the place of beginning with easement except part to D. Wagner.

Part of Government Lot 3 described as follows: Commencing at the iron pipe at the Southwest Corner of the Tract deeded from Orloff to Wagner, Recorded in Book 122 of Deeds, Page 172; then South 77 degrees 37 minutes East along the Southerly line of said Wagner Tract to the Easterly ROW line for State Hwy. #25, the point of beginning; then South 77 degrees 37 minutes East continuing along the southerly line of the above described Tract, to an iron pipe on the bank of the Mississippi River, said pipe being 268.40 ft. from the pipe at the point of commencement; then North 10 degrees 57 minutes West 100 ft. along said river bank to an iron pipe; then North 79 degrees 34 minutes West 60 ft. to an iron pipe on the centerline of a 20 ft. road easement; then South 68 degrees 45 minutes West 77.35 ft. along the centerline of said road easement to an iron pipe; then continuing South 68 degrees 45 minutes West 63 ft. along the centerline of said road easement; then North 77 degrees 37 minutes West along the centerline of said road easement to the ROW line of the Hwy.; then Southerly along said ROW line to the place of beginning subject to road easement.

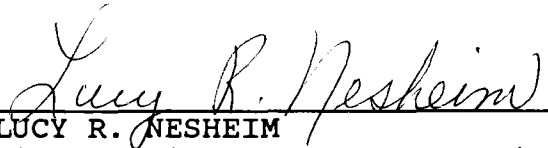
All of the foregoing real property lying and being in Crow Wing County, Minnesota.

SECTION FIVE. That the benefit ratio required by Subd. 2 of Minnesota Statute 272.67 shall be established so that all lands in the rural service district shall be taxed for the general levy at Fifty-Two (52%) percent of the rate levied in the urban service district. That is, the taxes for municipal purposes, exclusive of bonded indebtedness, shall not exceed Fifty-Two (52%) percent of full municipal taxes levied in the remainder of the City. That the said benefit ratio shall not apply on municipal taxes levied for the payments of bonded indebtedness, judgements, and interest thereon.

SECTION SIX. Whenever any parcel of land in the rural service district receives municipal water and/or municipal sewer services, said parcel of land shall be transferred from the rural service district to the urban service district and the levy shall then be on the same basis as the property taxes levied for the urban service district.

SECTION SEVEN. This Ordinance shall take effect and be in full force one week from and after its publication.

Adopted this 15th day of July, 1996.



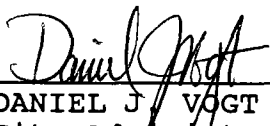
LUCY R. NESHEIM
Vice-President of the Council

Approved this 16th day of July, 1996.



BONNIE K. CUMBERLAND
Mayor

ATTEST:



DANIEL J. VOGT
City Administrator

Published One Time: July 22, 1996

**AN ORDINANCE DIVIDING THE CITY
OF BRAINERD INTO AN URBAN SERVICE
DISTRICT AND A RURAL SERVICE DISTRICT**

Ordinance No. 844

THE COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN AS FOLLOWS:

SECTION ONE. The City of Brainerd hereby divides the area within its limits into an urban service district and a rural service district, constituting separate taxing districts for the purpose of all municipal property taxes, except those levied for the payment of bonds and judgments and interest thereon, in accordance with Minnesota Statute 272.67, as amended.

SECTION TWO. The urban service district shall include all properties within the limits of the City of Brainerd, except those set forth herein as a rural service district.

SECTION THREE. The rural service district shall encompass the following described properties which are rural in character and not developed for commercial, industrial or urban residential purposes, and zoned rural residential, and for these reasons are not benefited to the same degree as other lands by municipal services financed by general taxation:

Robert Russell Addition and the Auditor's Plat of Government Lots Three (3) and Four (4), Section Thirty-four (34), Township One Hundred Thirty-four (134) North, Range Twenty-eight (28) West of the 5th Principal Meridian.

All of the foregoing real property lying and being in Crow Wing County, Minnesota.

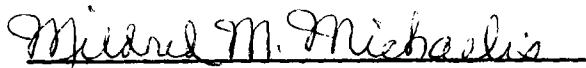
SECTION FOUR. That the benefit ratio required by Subd. 2 of Minnesota Statute 272.67 shall be established so that all lands in the rural service district shall be taxed for the general tax levy at

Eighty (80%) percent of the rate levied in the urban service district: THAT IS, the taxes for municipal purposes, exclusive of bonded indebtedness, shall not exceed Eighty (80%) percent of full municipal taxes levied in the remainder of the City. That the said benefit ratio shall not apply on municipal taxes levied for the payments of bonded indebtedness, judgments, and interest thereon.

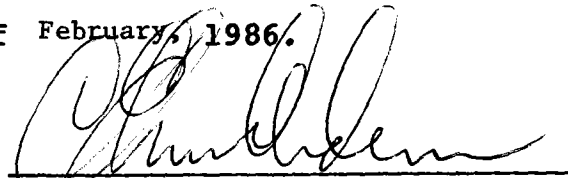
SECTION FIVE. Whenever any parcel of land in the rural service district receives water and/or sewer services or is rezoned, said parcel of land shall be transferred from the rural service district to the urban service district and the levy shall then be on the same basis as the property taxes levied for the urban service district.

SECTION SIX. This ordinance shall take effect and be in force one week from and after its publication.

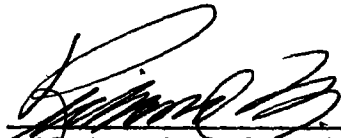
Adopted this 18 day of February, 1986.


MILDRED M. MICHAELIS
President of the Council

Approved this 19 day of February, 1986.


C. ELMER ANDERSON
Mayor

ATTEST:


RICHARD M. JOHNSON, CMC
City Clerk/Treasurer

GILBERT
LAKE

RUSSELL
ADDITION

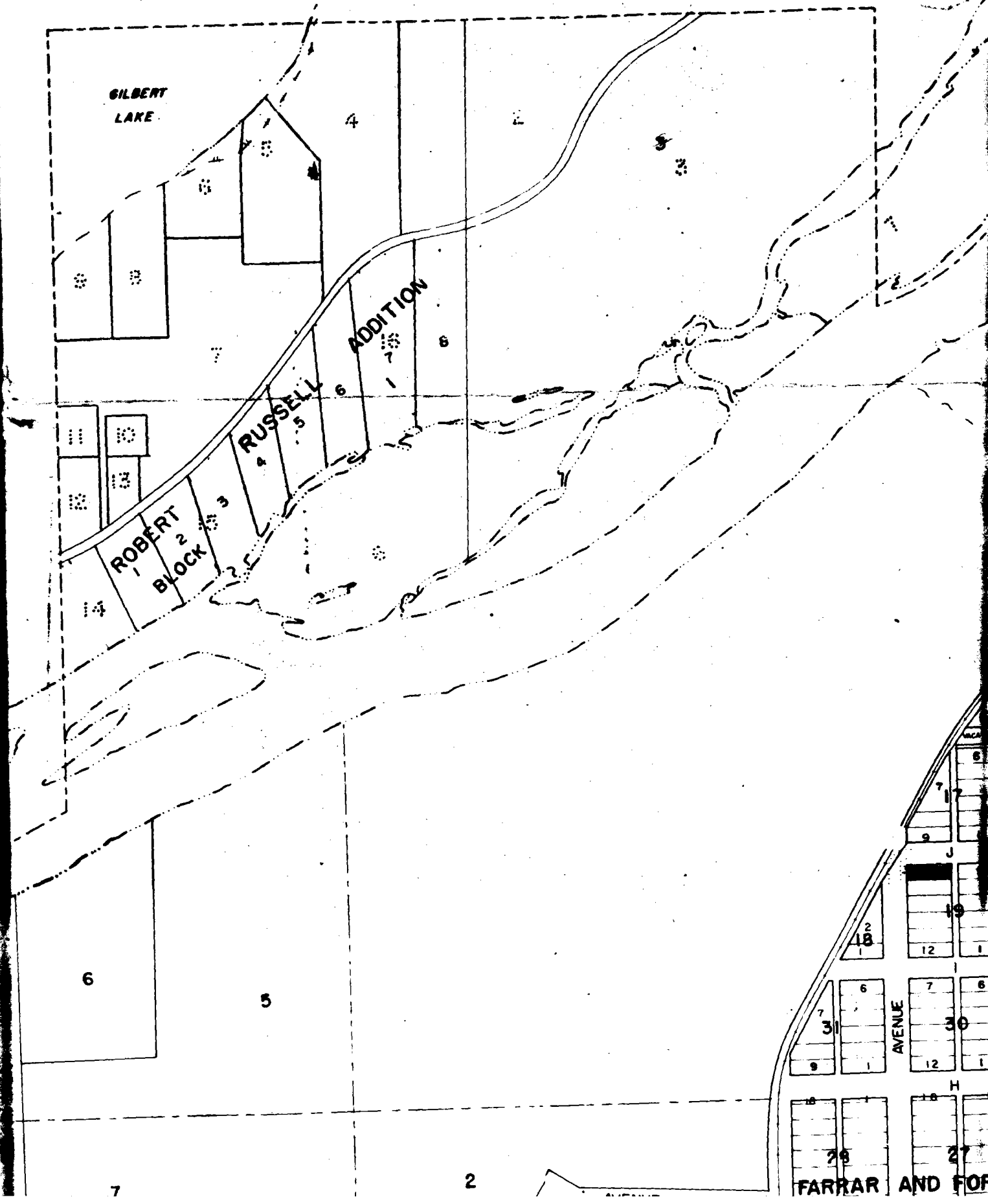
ROBERT
BLOCK

AVENUE

FARRAR AND FOR

7

2



City Administrator Vogt stated that what is needed from the EDA is direction on the properties to be included in the Rural Service District. Properties in the Rural Service District are not getting the same services, which is defined as municipal water or sewer services, that the rest of the community is getting in the Urban Service District.

City Planner Cottingham presented a map with the areas which would be considered to be included in the Rural Service District. The EDA discussed each area to be included.

Commissioner Menk stated that a meeting should be held with the Planning Commission to review the Comprehensive Plan as to its relationship with the Rural and Urban Service Districts.

MOTION AND SECONDED BY COMMISSIONERS GOEDKER AND KUMMET TO RECOMMEND TO THE CITY COUNCIL TO SET THE RURAL SERVICE DISTRICT AT 88% OF TOTAL TAX RATE WHICH TURN RELATES TO A 52% CITY TAX RATE. ALSO, ALL THE AREAS THAT ARE NOT SERVED BY WATER AND/OR SEWER COME INTO THE RURAL SERVICE DISTRICT WITH THE REST TO REMAIN IN THE URBAN SERVICE DISTRICT. DULY CARRIED.

Staff Reports

City Administrator Vogt stated that school gas station is closing. A company called Fast Glass will be locating there by July 1st.

Marsh Run is under construction in east Brainerd on 28th Street.

Southview townhomes are being constructed on Buffalo Hills Lane. Three buildings are up and two single family units are sold.

City Planner Cottingham stated that Sheila Haverkamp has been working with Jim Wills from Image Rotomolding on their plan for expansion.

City Administrator Vogt stated that OSELCO is constructing their building on the north side of Industrial Park Road. The company sells equipment medical supplies.

There is one lot to the west of Range Printing which is low. An individual interested in building a storage building on the lot would generate some tax dollars.

City Administrator Vogt stated the City has asked MnDOT to do a study at the new McDonalds location whether to not to move the signal light at the B.N. entrance east one block.

The City now owns the Dellwood Motel property and working on acquiring the right-of-way for South Fourth Street to continue to Hwy. 371.

The Chair opened the public hearing at 7:43 p.m. relative to nuisance violations at 811 6th Avenue NE and 1221 Maple Street. The Chair asked if anyone in the audience wished to discuss this matter. No one responded.

The Chair closed the public hearing at 7:44 p.m.

Alderman Dehen reported the nuisance violation at 811 6th Avenue NE has been abated. Alderman Dehen reported Safety and Public Works Committee recommends to direct the City Attorney to issue a criminal complaint against 1221 Maple Street for Housing Maintenance Code violations.

MOVED AND SECONDED BY ALDERMEN DEHEN AND GOEDKER, DULY CARRIED, TO DIRECT THE CITY ATTORNEY TO ISSUE A CRIMINAL COMPLAINT AGAINST 1221 MAPLE STREET FOR HOUSING MAINTENANCE CODE VIOLATIONS.

Public Hearing - Consider Dividing City of Brainerd Into An Urban Service District and a Rural Service District.

The Chair called on City Administrator Vogt who stated a Notice of Hearing was published in the Brainerd Daily Dispatch on June 7, 1996. The notice stated the purpose of this hearing is to consider dividing the City of Brainerd into an Urban Service District and a Rural Service District. The Chair opened the public hearing at 7:45 p.m. and asked if anyone in the audience wished to speak. No one responded.

The Chair closed the public hearing at 7:46 p.m.

Third Reading - Proposed Ordinance No. 1020 - An Ordinance Dividing the City of Brainerd into an Urban Service District and a Rural Service District - Reading Approved - Ordinance Adopted.

MOVED AND SECONDED BY ALDERMEN ASPLUND AND O'DAY, DULY CARRIED, TO HOLD THE THIRD READING OF PROPOSED ORDINANCE NO. 1020, AN ORDINANCE DIVIDING THE CITY OF BRAINERD INTO AN URBAN SERVICE DISTRICT AND A RURAL SERVICE DISTRICT; FURTHER, TO DISPENSE WITH THE ACTUAL READING OF SAID ORDINANCE.

MOVED AND SECONDED BY ALDERMEN ASPLUND AND O'DAY TO ADOPT ORDINANCE NO. 1020 AS PRESENTED.

ORDINANCE NO. 1020

Upon roll call, all members voted "aye". The Chair declared the motion carried and the Ordinance adopted.



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Date: 8/12/2020 Time: 11:51:09 AM





JEDLENSKI, GREGORY PATRICIA 9089 DAL-MAR DR
PARCEL # 41330756

<u>YEAR</u>	<u>BRAINERD CITY RATE</u>	<u>RSD RATE</u>	<u>DIFFERENCE</u>
2019	\$4,342.00	\$3,520.00	\$822.00
2018	\$4,272.00	\$3,522.00	\$750.00
2017	\$4,274.00	\$3,638.00	\$636.00
2016	\$4,226.00	\$3,618.00	\$608.00
2015	\$3,382.00	\$2,910.00	\$472.00
2014	\$3,078.88	\$2,683.52	\$395.36
2013	\$2,905.58	\$2,513.67	\$391.91
2012	\$2,791.42	\$2,422.07	\$369.35
TOTAL DIFFERENCE			\$4,444.62

Greg Jedlenski



Please call back

Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

ANNEXATION WORKSHEET

Original Town City: 1st Assmnt

New City: Brainerd

Ordinance Number: 1101

Date Approved by City: 8-8-00

Date of Final Approval: 9-18-00
(If effective after Aug 1st, remain in twp next payable year)

414.033, S. 2, clause 3 applies

Effective Taxes Payable in Year 2002

Tax share apply? Yes or No
(Must be clause 2, 3, or 4)

Tax Capacity at time of annexation: NA

Date Notice sent to City NA

Statement Copies On All Parcels In File: Yes

Map Copy in Annexation File: Yes

Original RE Codes:

See Annexation #A-6285 for remainder of these 2 parts

All 970 33 2400000009
* 970 33 2200C 000009
* 970 33 22 00 B000009

TC
364
1097
764 (this Old House)

New RE Codes:

080 33 2400000009
* 080 33 2200C 000009
* 080 33 2200 B000009

*Note the other part of these codes were annexed in the 1000+ acre annexation
The new codes will contain both parts as to not split the original code.

Following codes need division of taxes payable 2001:

Market Value
Annexed part

Market Value
Not Annexed

970 33 2200C 000009

970 33 2200B 000009

Date to Assessor: 4-24-01

Date entered: _____

Date to Surveyor: 7-10-01

Date to Elections: 4-24-01

(If parcels annexed are homesteads)



Dan Vogt
Brainerd City Administrator
Brainerd City Hall
510 Laurel Street
Brainerd, MN 56401

September 18, 2000

Docket Number: A-6355

City of Brainerd
M.S. 414.033, Subd. 2(3)
Ordinance No. 1101

Dear Mr. Vogt:

The Director of the Office of Strategic and Long Range Planning has approved the above ordinance in accordance with Minnesota Statutes, Chapter 414, and the Rules of Procedure.

The law requires that a copy of the annexation ordinance must be delivered immediately by the governing body of the municipality to the appropriate county auditor or auditors, and filed with the township. We recommend that you also file the annexation ordinance with the County Recorder. ***This office will file a copy of the ordinance with the Secretary of State.*** If you have population in the affected area, please contact the State Demographer's Office at (651) 296-9036 for forms.

The annexation is final upon the date the ordinance is approved by the Director, which is the date of this letter.

Sincerely,

Office of Strategic and Long Range Planning

Christine M. Scotillo
Executive Director
Municipal Boundary Adjustments

CMS:ry

cc:  Crow Wing County Auditor
Al Cottingham, City Planner
State Demographer's Office
Secretary of State

658 Cedar St.
St. Paul, MN 55155

Telephone:
651-284-3383

Facsimile:
651-284-3545

TTY:
800-627-3529

www.mnplan.state.mn.us

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O R D I N A N C E

NO. 1101

AN ORDINANCE PROVIDING FOR
THE ANNEXATION OF CERTAIN
PROPERTIES LOCATED IN UNORGANIZED TERRITORY,
CROW WING COUNTY, TO THE CITY OF BRAINERD,
CROW WING COUNTY, MINNESOTA, PURSUANT
TO MINNESOTA STATUTE 414.033

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: That Kenneth R. Lind and Dale William and Marion Carter the fee owners of certain property in the County of Crow Wing, State of Minnesota, described as follows:

The Southeast Quarter of the Northwest Quarter, Section 33, Township 134, Range 28, Crow Wing County, Minnesota.

ALSO

The south one half of the Northwest Quarter of the Northwest Quarter, Section 33, Township 134, Range 28, Crow Wing County, Minnesota.

filed a petition with the City Council of the City of Brainerd pursuant to Section 414.033, Subdivision 2 (3) of the Minnesota Statutes. This property is located within Unorganized Territory of Crow Wing County. This area contains approximately 60 acres of land.

SECTION TWO: That said realty abuts the City of Brainerd and is less than 60 acres in size.

SECTION THREE: That pursuant to Minnesota Statutes Section 414.033, Subdivision 13, the petitioner will see no change in their electric utility service at this time.

SECTION FOUR: That pursuant to Minnesota Statutes Section 414.033, Subdivision 2b, the City of Brainerd has held the required public hearing and notified the town along with all landowners within and contiguous to the area being annexed.

SECTION FIVE: That Council of the City of Brainerd deems the annexation of said realty to the City of Brainerd to be in the best interest of the City of Brainerd and the territory affected and accordingly, said realty is hereby annexed to the City of Brainerd as a R-F (Rural Residential) District so as to become and be part of the

City of Brainerd and included within its corporate limits and boundaries thereof.

SECTION SIX: The property taxes payable on the annexed land shall continue to be paid to the affected town for the year in which the annexation becomes effective. If the annexation becomes effective on or before August 1 of a levy year, the City may levy on the annexed area beginning with that same levy year. If the annexation becomes effective after August 1 of a levy year, the town may continue to levy on the annexed area for that levy year, and the City may not levy on the annexed area until the following levy year. The first year following the year when the City could first levy on the annexed area, property taxes on the annexed land shall be paid to the City. However the City shall make a cash payment to the town for the period and in accordance with the following schedule:

- i. In the first year following the year the City could first levy on the annexed area, an amount equal to 90% of the property taxes distributed to the town in regard to the annexed area in the last year the property taxes from the annexed area were payable to the town;
- ii. In the second year, an amount equal to 70%;
- iii. In the third year, an amount equal to 50%;
- iv. In the fourth year, an amount equal to 30%; and
- v. In the fifth year, an amount equal to 10%.

SECTION SEVEN: This Ordinance shall take effect and be in force one week from and after its publication and is further subject to final approval of Minnesota Planning Municipal Boundary Adjustments.

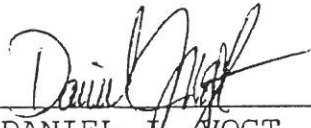
Adopted this 7th day of August, 2000.


LUCY R. NESHEIM
President of the Council

Approved this 8th day of August, 2000.


JAMES E. WALLIN
Mayor

ATTEST:


DANIEL J. VOGT
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: Finance Director Connie Hillman

DATE: March 11, 2021

RE: 2022 Equipment and Facilities Budget

Attached you will find:

- A portion of the 30-year capital equipment and facilities plan for the Working Funds – General, Police, Fire (only for Civil Defense portion) Parks, and Streets. These are the funds which are primarily supported through the tax levy.
- A portion of the 30-year capital equipment plan for Fire.
- A portion of the 30-year capital equipment plan for Enterprise Funds (Sanitary & Storm Sewer).
- Comparison of what was recommended by Staff for 2022 while preparing the 2021 budget and what is currently being recommended by Staff for 2022.

History of Capital Planning:

Staff started developing a 30-year capital plan in 2018. It is definitely still a work-in-progress and will always be a living and moving document. It is more typical to see a city have a 5 or 10-year capital. However, a longer-term plan is in the background to be able to capture those assets that have a longer useful life and might be replaced every 15, 20 or 25 years.

To my knowledge, the City has had a 5-year capital plan for many years. However, due to budget constraints, often times most, if not all capital was cut. This resulted in capital needs building up and only looking at one year at a time. The 30-year plans assist Council and Staff to plan for the future and has been a very good tool not only planning for capital, but for debt service as well.

General Comments about the 30-year Plans:

As a reminder, the capital plans do not include a factor for inflation. The current plan serves more as a place holder for assets rather than the actual cost of the asset. As discussed at the March 1, 2021 council meeting, there are a lot of unknowns at this time. Below is a partial but not complete list:

- The rollover of budgeted items. 2020 is not closed out. Items might need to be reclassified or a project is completed and does not need to be included in the rollover of budgeted items.
- Park facilities have not been updated. The Parks Department capital budget will be not completed/reviewed by the Park Board until mid to late summer. The Interim Public Works Director is doing a deeper dive into the Park's Capital budget which will take additional time.
- We do not know all of the funding sources at this time. For example, we don't know the amount of funds that may be transferred in from 2020 per the fund balance policy.
- Pricing for some of the 2022 capital items are not available yet. For example, the state pricing lists come out in September.
- We are budgeting for studies/professional service items in the capital plan. The studies often come at a material cost. In the year when the study will be completed, we will transfer funds into the operating budget from fund 400 and the expenditure will be budgeted in the operating budget which will help eliminate peaks and valleys in levies.

30-year Plans – Working Funds:

The Interim Public Works Director did a deeper dive into the facility study. He then combined projects that made sense. For example, if an exterior building project included had both a medium and low priority, the items were combined to be done at the same time. There is \$100,000 included in 2032 for an updated facilities report. The current facility plan takes us through 2031. The current 30-year plan, at this time, is funded without the issuance of debt.

30-year Plans – Fire Equipment:

Since the Fire Advisory Board (FAB) members contribute to capital as part of the cost that is allocated to each of the entities, and the FAB make recommendations to the Council on potential capital purchases, Staff tracks the fire equipment separately for administrative ease only. The City has issued debt to pay for capital in the past with the FAB members picking up a portion of the debt service. The current 30-year plan, at this time, is funded without the issuance of debt.

Next Step:

Staff would appreciate Council's input on the capital plans. The next step in budgeting would be to include the infrastructure plans, and BPU's capital plan as well.

City of Brainerd
Capital Plan: **Summary - Working Funds**
2022-2051 - 30 Years

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>
Tax Levy: Current	\$ 1,266,281	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927
Tax Levy: Add/Sub	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other/Grants	88,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Under budget	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sale of Assets	41,600	28,300	65,600	33,350	40,600	60,100	67,000	53,100	50,600	54,100	64,100	37,800	97,100	56,600	69,600	66,100
Interest Earnings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dedicated to Fire Buildings	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Revenues	\$ 1,480,881	\$ 1,369,227	\$ 1,406,527	\$ 1,374,277	\$ 1,381,527	\$ 1,401,027	\$ 1,407,927	\$ 1,394,027	\$ 1,391,527	\$ 1,395,027	\$ 1,405,027	\$ 1,378,727	\$ 1,438,027	\$ 1,397,527	\$ 1,410,527	\$ 1,407,027
		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Vehicles	\$ 67,000	\$ 76,500	\$ 91,000	\$ 117,500	\$ 56,500	\$ 136,000	\$ 78,500	\$ 68,000	\$ 143,000	\$ 57,000	\$ 113,000	\$ 105,500	\$ 69,000	\$ 118,500	\$ 82,500	\$ 114,500
Equipment	369,400	521,500	443,100	310,500	443,900	434,100	422,500	357,000	367,500	799,500	270,500	222,600	486,400	392,500	436,100	386,500
Furniture & Fixtures	30,400	5,000	15,000	5,000	5,000	5,000	5,000	5,000	5,000	25,000	5,000	5,000	10,000	5,000	5,000	5,000
Buildings	468,109	587,000	118,000	450,000	426,000	637,000	207,000	68,000	77,000	141,000	123,000	100,000	-	-	-	-
Improvements	700,000	275,000	375,000	225,000	211,000	132,111	287,000	125,000	330,000	125,000	181,667	125,000	125,000	150,000	125,000	126,111
Expenditures	\$ 1,634,909	\$ 1,465,000	\$ 1,042,100	\$ 1,108,000	\$ 1,142,400	\$ 1,344,211	\$ 1,000,000	\$ 623,000	\$ 922,500	\$ 1,147,500	\$ 693,167	\$ 558,100	\$ 690,400	\$ 666,000	\$ 648,600	\$ 632,111
Beginning Cash Balance	\$ 2,497,535	\$ 2,343,507	\$ 2,247,734	\$ 2,612,161	\$ 2,878,438	\$ 3,117,565	\$ 3,174,381	\$ 3,582,308	\$ 4,353,335	\$ 4,822,362	\$ 5,069,889	\$ 5,781,749	\$ 6,602,376	\$ 7,350,003	\$ 8,081,530	\$ 8,843,457
Annual Surplus (deficit)	(154,028)	(95,773)	364,427	266,277	239,127	56,816	407,927	771,027	469,027	247,527	711,860	820,627	747,627	731,527	761,927	774,916
Savings (Water Tower/Riverfront)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Cash Balance	\$ 2,343,507	\$ 2,247,734	\$ 2,612,161	\$ 2,878,438	\$ 3,117,565	\$ 3,174,381	\$ 3,582,308	\$ 4,353,335	\$ 4,822,362	\$ 5,069,889	\$ 5,781,749	\$ 6,602,376	\$ 7,350,003	\$ 8,081,530	\$ 8,843,457	\$ 9,618,373
Savings (Water Tower/Riverfront)	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Dedicated for Fire Buildings	65,000	130,000	195,000	260,000	325,000	390,000	455,000	520,000	585,000	650,000	715,000	780,000	845,000	910,000	975,000	1,040,000
Rollover of Budgeted Items **	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699	1,201,699
	\$ 676,808	\$ 516,035	\$ 815,462	\$ 1,016,739	\$ 1,190,866	\$ 1,182,682	\$ 1,525,609	\$ 2,231,636	\$ 2,635,663	\$ 2,818,190	\$ 3,465,050	\$ 4,220,677	\$ 4,903,304	\$ 5,569,831	\$ 6,266,758	\$ 6,976,674

** Memorial Park Project, City Hall and Police Facility, zoning code update, security cameras at City Hall and Police Departments

City of Brainerd																	
Capital Improvement Plan: Fire Equipment																	
2022-2051 - 30 Years																	
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
	Additional Contribution Beyond Contract	193,789	193,789	193,789	193,789	193,789	193,789	193,789	193,789	193,789	193,789	193,789	193,789	193,789	193,789	193,789	193,789
	Other - Fire Capital Fund	109,144	114,602	120,332	126,348	132,666	139,299	146,264	153,577	161,256	169,319	177,785	186,674	196,008	205,808	216,098	226,903
	Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Under budget	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Other Grants and Aids	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Sale of Assets	9,000	20,000	15,000	8,000	25,000	-	-	-	-	-	-	-	-	-	40,000	-
	Interest Earnings	3,260	3,282	1,297	1,865	1,690	1,502	3,573	5,189	7,364	9,589	11,849	14,101	16,601	16,688	19,394	16,854
	Revenues	\$ 315,194	\$ 331,672	\$ 330,418	\$ 330,002	\$ 353,144	\$ 334,590	\$ 343,626	\$ 352,555	\$ 362,409	\$ 372,697	\$ 383,423	\$ 394,564	\$ 406,397	\$ 416,285	\$ 469,281	\$ 437,546
	Vehicles	\$ 690,000	\$ 630,000	\$ 200,000	\$ 350,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 780,000	\$ -
	Equipment	27,000	7,000	43,000	7,000	32,000	16,000	95,000	18,000	20,000	25,000	37,000	10,000	393,000	-	80,000	6,000
	Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Expenditures	\$ 717,000	\$ 637,000	\$ 243,000	\$ 357,000	\$ 382,000	\$ 16,000	\$ 95,000	\$ 18,000	\$ 20,000	\$ 25,000	\$ 37,000	\$ 10,000	\$ 393,000	\$ -	\$ 860,000	\$ 6,000
	Beginning Cash Balance	\$ 906,663	\$ 504,857	\$ 199,529	\$ 286,946	\$ 259,949	\$ 231,093	\$ 549,683	\$ 798,309	\$ 1,132,864	\$ 1,475,272	\$ 1,822,969	\$ 2,169,392	\$ 2,553,956	\$ 2,567,354	\$ 2,983,638	\$ 2,592,919
	Annual Surplus (deficit)	(401,806)	(305,328)	87,418	(26,998)	(28,856)	318,590	248,626	334,555	342,409	347,697	346,423	384,564	13,397	416,285	(390,719)	431,546
	Cash Balance	\$ 504,857	\$ 199,529	\$ 286,946	\$ 259,949	\$ 231,093	\$ 549,683	\$ 798,309	\$ 1,132,864	\$ 1,475,272	\$ 1,822,969	\$ 2,169,392	\$ 2,553,956	\$ 2,567,354	\$ 2,983,638	\$ 2,592,919	\$ 3,024,466

City of Brainerd
Capital Improvement Plan: Enterprise Funds (Sanitary & Storm Sewer)
2022-2051

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>
Tax Levy: Current	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Levy: Add/Sub	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other/Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sale of Assets	-	15,000	-	10,000	11,000	-	-	-	15,000	12,000	-	-	60,000	10,000	13,000	200
Interest Earnings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revenues	\$ -	\$ 15,000	\$ -	\$ 10,000	\$ 11,000	\$ -	\$ -	\$ -	\$ 15,000	\$ 12,000	\$ -	\$ -	\$ 60,000	\$ 10,000	\$ 13,000	\$ 200
Vehicles	\$ 25,000	\$ -	\$ -	\$ 12,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 12,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 12,000	\$ 25,000	\$ -
Equipment	12,000	101,000	-	-	10,000	-	1,000	-	75,000	10,000	-	1,000	410,000	-	25,000	12,000
Furniture & Fixtures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenditures	\$ 37,000	\$ 101,000	\$ -	\$ 12,000	\$ 35,000	\$ -	\$ 1,000	\$ -	\$ 87,000	\$ 35,000	\$ -	\$ 1,000	\$ 410,000	\$ 12,000	\$ 50,000	\$ 12,000
Beginning Cash Balance	\$ -	\$ (37,000)	\$(123,000)	\$(123,000)	\$(125,000)	\$(149,000)	\$(149,000)	\$(150,000)	\$(150,000)	\$(222,000)	\$(245,000)	\$(245,000)	\$(246,000)	\$(596,000)	\$(598,000)	\$(635,000)
Annual Surplus (deficit)	(37,000)	(86,000)	-	(2,000)	(24,000)	-	(1,000)	-	(72,000)	(23,000)	-	(1,000)	(350,000)	(2,000)	(37,000)	(11,800)
Cash Balance	\$ (37,000)	\$(123,000)	\$(123,000)	\$(125,000)	\$(149,000)	\$(149,000)	\$(150,000)	\$(150,000)	\$(222,000)	\$(245,000)	\$(245,000)	\$(246,000)	\$(596,000)	\$(598,000)	\$(635,000)	\$(646,800)

2022 Proposed Capital - Working Funds		
	2022 Current Capital	2021 Budget Planning Process
City Hall-General		
Annex	382,000	380,000
Other items from facility study	-	331,068
Office Furniture	5,000	5,000
City Hall Bathrooms	-	50,000
Finance		
Scanner	2,000	2,000
Engineering		
Trimble GPS Receiver	26,000	-
Mobile Laptops	-	2,000
IT		
Computers - City wide	80,000	80,000
Server	15,000	15,000
Police		
Leased Squads Build Up	74,000	68,000
Office Furniture	3,000	3,000
Cold Storage Facility	205,000	205,000
Community Development		
	-	-
Fire/Civil Defense		
	-	-
Parks		
Walk Behind Mower	1,000	-
Field Groomer	15,000	-
800 MHz Radios	11,000	9,000
Tree Replacement	25,000	25,000
Park Upgrade/Beautification	75,000	75,000
Security Camera	2,500	2,500
Playground Equipment	80,000	80,000
Parking Lot Resurfacing	150,000	150,000
Diesel Mower	-	22,000
Streets		
Tree Replacement	25,000	25,000
800 MHz Radios	26,000	22,000
Plow Truck	260,000	260,000
Lease Truck Build Up	2,500	-
GRAND TOTAL	1,465,000	1,811,568

2022 Proposed Capital - Fire		
	2022 Current Capital	2021 Budget Planning Process
Engine	630,000	630,000
Radios and Pagers	7,000	-
GRAND TOTAL	637,000	630,000

2022 Proposed Capital - Enterprise Funds		
	2022 Current Capital	2021 Budget Planning Process
Sewer Pump & Hose Trailer	50,000	50,000
Rodder with Trailer	50,000	50,000
Gas Monitors	1,000	1,000
GRAND TOTAL	101,000	101,000



City of Brainerd Commission/Committee/Board Application Form

Any questions contact City Hall at 218-828-2307

Commission/Committee/Board Applying for Charter Commission Date: 03FEB2021

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 Shipe First Andrew M.I. G.

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 love living in Brainerd and I want to contribute to the continued improvement of the city. The charter is the foundation of the city and keeping it strong provides boundless opportunities for the future!

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

I work in software development as a product manager. One of the most important skills in this role is unraveling our users' complicated problems. Finding a solution requires objective analysis and subjective research of the problem's impact. This work experience allows me to contribute research and interview skills and empathize with different views on an issue.

*Please refer to the "Meeting Dates and Time" for your desired Committee; are you able to commit to this schedule? The website says "meets as needed". I will certainly do my best.

*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:

I do not know of any situations or interests that may cause a conflict.

Please list any additional comments:

I'm excited for the opportunity to serve on this committee. Thank you for taking the time to review my application!

Andrew Shipe
(Signature)

03FEB2021
(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 Charter Committee Date: 01/27/2021

***Name: Last** Lambert **First** Janice **M.I.** M

John Lambert 1/27/2021
(Signature) (Date)

1



City of Brainerd Commission/Committee/Board Application Form

Any questions contact City Hall at 218-828-2307

Commission/Committee/Board Applying for H.R.A. 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 see a great need for a affordable rental housing and home ownership for the working class citizens of Brainerd. I want to be a help in solving our housing issues. Be a member who deals fairly with families & landlords

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

1. working with people, ready to listen, make difficult decisions for the big picture.
2. I believe my 30+ years working with people as employer and employee gives me a rounded perspective and the ability to understand both sides of an issue.

* 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 grateful to have the experience of serving on City Council which has given me a greater desire to see our city grow in industry and business opportunity. I understand housing is a very important part of that growth. I will bring a positive approach to H.R.A. My passion is to see Brainerd be successful as we can in the days that we influence.

Wayne 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

CITY OF B'NAIMERS
ADMINISTRATION



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>	

425.2020 Conduct on Licensed Premises.

- (a) It shall be the responsibility of the licensee to take appropriate action, with the assistance of the Brainerd Police Department, following conduct by tenants and/or their guests on the licensed premises which is determined to be disorderly, in violation of any of the following statutes or ordinances, to prevent further violations.
 - (1) Minnesota Statute 504B.171 which prohibits the following illegal activities: Prostitution, unlawful sale of controlled substances, unlawful possession, transport, sale, or use of weapons, possession of stolen property;
 - (2) Minnesota Statutes, Sections 609.75 through 609.76, which prohibit gambling;
 - (3) Minnesota Statutes, Section 340A.401, which prohibits the unlawful sale of alcoholic beverages;
 - (4) Minnesota Statutes, Section 609.72, which addresses disorderly conduct;
 - (5) Minnesota Statutes, Section 609.33, which addresses disorderly house;
 - (6) Section 2014 of the Brainerd City Code, which addresses noise related issues.
- (b) The Brainerd Police Department shall be responsible for enforcement and administration of Section 425.2020.
- (c) Upon determination by the Brainerd Police Department utilizing established procedures, that a licensed premises was used in a disorderly manner, as described in Subsection (a), the Brainerd Police Department shall notify the licensee by mail of the violation and direct the licensee to take appropriate action with the assistance of the Brainerd Police Department to prevent further violations.
- (d) If another instance of disorderly use of the licensed premises occurs within twelve (12) months of an incident for which a notice in Subsection (c) was given, the Brainerd Police Department shall notify the licensee by mail of the violation. The licensee shall then submit a written management plan to the Brainerd Police Department within ten (10) days of receipt of the notice of disorderly use of the premises. The written management plan shall detail all actions taken by the licensee in response to all notices of disorderly use of the premises within the preceding twelve (12) months. The written management plan shall also detail all actions taken by the licensee to prevent further

disorderly use of the premises. The notice provided to the licensee of the violation shall inform the licensee of the requirement of submitting a written management plan may result in the City Council taking action to deny, refuse to renew, revoke or suspend the licensee.

- (e) If another instance of disorderly use of the licensed premises occurs within eighteen (18) months, if the premises contains between one (1) and six (6) distinct and separate residential units, or within twelve (12) months, if the premises contains more than six (6) distinct and separate residential units, after the second of any two (2) previous instances of disorderly use for which notices were sent to the licensee pursuant to this section, the rental dwellinglicense for the premises may be denied, revoked, suspended, or not renewed. An action to deny, revoke, suspend, or not renew a license under this Section shall be initiated by the Brainerd Police Department in the manner described in Section 425.1940, and shall proceed according to the procedures established in Sections 425.1950, 425.1960, and 425.1970.
- (f) No adverse license action shall be imposed where the instance of disorderly use of the licensed premises occurred during the pendency of eviction proceedings or after proper notice is given by the licensee to a tenant to vacate the premises, where the disorderly use was related to conduct by that tenant or his/her guests. Eviction proceedings shall not be a bar to adverse license action, however, unless they are diligently pursued by the licensee. A notice to vacate shall not be a bar to adverse license action unless a copy of the notice is submitted to the Brainerd Police Department within ten (10) days of receipt of the violation notice. Further, an action to deny, revoke, suspend, or not renew a license based upon violations of this section may be postponed or discontinued by the Brainerd Police Department at any time if it appears that the licensee has taken appropriate action to prevent further instances of disorderly use.
- (g) A determination that the licensed premises have been used in a disorderly manner as described in Subsection (a) shall be made upon substantial evidence to support such a determination. It shall not be necessary that criminal charges be brought to support a determination of disorderly use, nor shall the fact of dismissal or acquittal of such a criminal charge operate as a bar to adverse license action under this Section.
- (h) The Brainerd Police Department shall review Section 425.2020 three (3) years after the effective date of these revisions to determine its impact upon both landlords and tenants, and to recommend any changes which may be appropriate. The Brainerd Police Department shall keep records of all actions and proposed actions under Section 425.2020 to facilitate the committee review required herein.

MEMO



TO: Mayor and City Council

FROM: David Chanski, Community Development Director

DATE: 12/7/2020

RE: Consideration for Adopting the International Property Maintenance Code

Background

The Rental Housing Ordinance Committee, chaired by Alderwoman Lambert, has spent most of the last two years taking an in-depth look at Section 425 of the City Code, which is the Rental Housing Maintenance Code. The Committee, which is made up of a number of City staff, landlords, and property managers, has worked through every paragraph of Section 425 with a fine tooth comb to ensure the ordinance's efficacy in regulating rental housing within the city. The Committee has requested that staff bring their findings before the City Council for discussion and direction.

Findings

The Rental Housing Ordinance Committee started their evaluation of the ordinance by reviewing Section 425.2020, which regulates Conduct on Licensed Premises, as many of the public issues that have occurred with rentals within the community are results of unfavorable activities that have occurred at some mismanaged rentals. Upon completing their update of the Section 425.2020, the Committee commenced to review the remaining sections of the ordinance with special attention being given to licensing and inspections.

During this review process, former Building Official Chuck Arvidson brought the International Property Maintenance Code (IPMC) to the Committee's attention. It was his opinion that the IPMC covered the vast majority of both Section 425 and Section 450 (the Property Maintenance Code), both of which have much of the same standards as the IPMC, and that the IPMC could effectively replace property maintenance standards in both Sections. After Chuck's retirement, the Committee continued their review of Section 425, ultimately agreeing that adoption of the IPMC with the inclusion of the Committee's recommended revisions to the existing Conduct on Licensed Premises and Licensing sections would be in the best interests of the City.

The IPMC would streamline the City Code, condensing two sections into one while also being much more user friendly. The Code would also automatically update anytime a new version of the IPMC is published with updated property maintenance standards (similar to the change that was made when the City Council voted to amend Section 400: State Building Code).

Recommendation

Having thoroughly reviewed Section 425 paired with much discussion and debate while considering the benefits of adopting the International Property Maintenance Code, the Rental Housing Ordinance Committee recommends that the City Council consider 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.



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. 1514**

**AN ORDINANCE REPEALING SECTION 905 OF THE CITY CODE AND AMENDING
SECTION 1400 OF THE CITY CODE**

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: Section 905 of Chapter IX of the City Code is hereby repealed in its entirety.

SECTION TWO: Section 1400.05 of Chapter XIV of the City Code is hereby amended by adding the following:

Tree Inspector. Subdivision 1. Position Created. The powers and duties of the City Tree Inspector as set forth in this Section are hereby conferred upon the ~~Director of the Parks and Recreation Department~~ Director of the Community Development Department. The Director may designate a member of the staff to perform the duties of the Tree Inspector.

SECTION THREE: All other provisions of Section 1400 shall remain in full force and effect.

SECTION FOUR: This ordinance shall take effect and be in full force one week from and after its publication.

Adopted this _____ day of _____, 2021

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

Published: One Time – _____

CHAPTER XIV

VEGETATION AND GREEN SPACE

Section 1400 – Tree Disease Control

1400.01 Declaration of Policy. The City Council has determined that the health of the shade trees within the Municipal Limits are threatened by shade tree diseases. It has further determined that the loss of shade trees, growing upon public and private property, would impair the safety, good order, general welfare, and convenience of the public. It is the intention of the Council to control and prevent the spread of these diseases. This Section is enacted for that purpose and to conform to the policies and procedures embodied in Minnesota Statutes, Sections 18.023 and rules promulgated thereunder.

1400.03 Definitions. Subdivision 1. For purposes of this Section, the terms defined in this Subsection have the meaning given them.

Subd. 2. "Shade Trees" means oak, elm, and all other deciduous trees in the City.

Subd. 3. "Tree Disease" means Dutch elm disease caused by *Ceratocystis ulmi* or oak with oak wilt disease caused by *Ceratocystis fagacearum*, and any biotic (caused by living organisms) and abiotic (caused or induced by non living agents) disorders on other deciduous trees.

Subd. 4. "Tree Insects" means infestation of insects deemed to be harmful to immediate trees and surrounding trees which require removal.

Subd. 5. "Conifer Insect and Diseases" means infestations of insects that are injurious to the life of conifer trees.

Subd. 6. "Commissioner" means the Commissioner of the State Department of Agriculture.

Subd. 7. "Tree Committee" means the seven member committee appointed by the Mayor.

Subd. 8. "Tree Inspector" or "Inspector" means a person having the necessary qualifications to conduct a shade tree program and who is certified by the Commissioner.

Subd. 9. "Disease Control Area" means the entire City except those areas annually designated by the Tree Inspector as "no control zones" pursuant to State law.

Subd. 10. “Tree Control Program” or “Program” means a program developed by the City to combat tree diseases in accordance with rules promulgated by the Commissioner.

1400.05 Tree Inspector. Subdivision 1. Position Created. The powers and duties of the City Tree Inspector as set forth in this Section are hereby conferred upon the Director of the Parks and Recreation Department. The Director may designate a member of the staff to perform the duties of the Tree Inspector.

Subd. 2. Duties of Tree Inspector. It is the duty of the Tree Inspector to coordinate, under the direction and control of the Council, all activities of the municipality relating to the control and prevention of tree diseases.

1400.07 Tree Disease Program. It is the intention of the City Council of the City to conduct a program of tree control pursuant to the authority granted by the Minnesota Statute 18.023, as amended. This program is directed specifically at the control and elimination of tree diseases and is undertaken at the recommendation of the Commissioner, and in conformance with rules promulgated by the Commissioner. The Tree Inspector shall act as coordinator between the Commissioner of Agriculture and the Council in the conduct of this program.

1400.09 Tree Disease. Subdivision 1. Nuisances Declared. The following things are public nuisances whenever they may be found within the City:

- a) Any living or standing elm tree or part thereof infected to any degree with the Dutch elm disease fungus *Ceratocystus Ulmi* (Buisman) Moreau or which harbors any of the elm bark beetles *Scolytus Multistriatus* (Eichh) or *Hylurgopinus Rufipes* (March).
- b) Any dead elm tree or part thereof, including limbs, branches, stumps, firewood or other elm materials from which the bark has not been removed or burned or sprayed with an effective elm bark beetle insecticide.
- c) Any living or standing northern red oak, northern pine oak, black oak, scarlet oak, or part thereof, infected to any degree with oak wilt disease.
- d) Any tree or shrub which, in the opinion of the Tree Inspector or such other person as designated by him/her has become or threatens to become a hazard because of weakened conditions due to insects, diseases, or other detrimental conditions so as to adversely affect the public safety, whether such tree or shrub shall be on public or private property.

Subd. 2. Abatement. It is unlawful for any person to permit any public nuisance as defined in Subdivision 1 to remain on any premises owned or controlled by him within the City. Such nuisances may be abated in the manner prescribed by this Section.

1400.11 Inspection and Investigation. Subdivision 1. Annual Inspection. The Tree Inspector shall inspect all premises and places within the controlled area as often as practicable to determine whether any condition described in Section 1400.09, exists thereon. The Inspector shall investigate all reported incidents of infestation by Dutch elm fungus, elm bark beetles, or oak wilt disease, and any other insect or conifer disease.

Subd. 2. Entry on Private Premises. The Tree Inspector or his/her duly authorized agents may enter upon private premises at any reasonable time for the purpose of carrying out any of the duties assigned him under this Section. Such inspections shall be preceded by a legal notice published once annually in the City's legal newspaper informing all property owners within the City to destroy and dispose of tree materials declared a nuisance by Subsection 1400.09.

Subd. 3. Diagnosis. The Tree Inspector shall identify diseased trees according to generally accepted field diagnostic procedures. There are various field symptoms that can be detected by observation. Confirmation of field diagnosis, when ordered by the Tree Inspector, shall be completed by a tree disease laboratory approved by the Commissioner at no cost to the property owner.

1400.13 Abatement of Tree Disease Nuisances. In abating the nuisances defined in this Section, the Tree Inspector shall cause the infected tree or wood to be removed, burned, or otherwise effectively treated so as to destroy and prevent as fully as possible the spread of disease. Such abatement procedures shall be carried out in accordance with current technical and expert opinions and procedures established by the Commissioner.

1400.15 Procedure for Removal of Infected Trees and Wood. Subdivision 1. Findings. When the Tree Inspector finds it necessary to order the removal of a tree(s) or shrubs upon private property as authorized in Section 1400.13 herein, he shall serve a written order to correct the dangerous condition upon the owner, occupant, or other person responsible for its existence.

a) Method of Service. The order required herein shall be served in one of the following ways:

- 1) By making personal delivery of the order to the person responsible;
- 2) By sending certified mail the order to the property owner subject to a 20 day time limit for removal from the date of the letter;
- 3) By leaving the order with some person of suitable age and discretion upon the premise;
- 4) By affixing a copy of the order to the door at the entrance of the premises in violation;

- 5) By publishing a copy of the order in a local paper once a week for two successive weeks.
- b) After the expiration of the time limit by the notice, the City may abate the nuisance and the costs will be assessed against the property as provided in Subdivision 3.
- c) Trees in paragraphs (a) and (b) above shall be considered "high risks trees" as defined in the Minnesota Department of Agriculture Rules and Regulations, effective 8/14/78.
- d) Any tree or shrub determined to be a public nuisance may be ordered removed and disposed of, and if on private property, the City may enter upon such property to remove and dispose of such tree (s) or shrub(s) and assess the costs thereof against such property as a special assessment as provided in Subdivision 3.

Subd. 2. Records. The Tree Inspector shall keep a record of the costs of abatements ordered under the Subsection and shall report annually to the City Council and certify the description of the land, lots, parcels involved, and the amount chargeable to each.

Subd. 3. Notice; Hearing. The City Council shall publish notice of its intention to meet to consider the adoption of a special assessment roll in accordance with the report provided by the Tree Inspector. The notice shall be mailed to affected property owners and published once no less than one week prior to such meeting. The notice shall state the time and place of the meeting, the properties affected, action proposed, the estimated cost of the abatement and the proposed basis of assessment, if any, of costs. At such hearing or adjournment thereof, the Council shall hear property owners with reference to the proposed assessments. The Council shall thereafter adopt a resolution confirming the original resolution with such modification as it considers for the levy of special assessments.

Subd. 4. Assessment. Following the public hearing provided for in Subdivision 3 the Council may spread the charges or any portion thereof against the property involved as a special assessment under Minnesota Statutes, Section 429.101 and other pertinent statutes for certification to the County Auditor and collection the following year along with current taxes.

1400.17 Tree Inspector Program. The Tree Inspector shall conduct the tree disease control program in accordance with the rules and regulations of the commissioner adopted herein.

1400.19 Transporting Elm Wood Prohibited. It is unlawful for any person to transport elm wood with bark intact into or within the City disease control area unless going to a designated legal sanitation or utilization site.

1400.21 Interference Prohibited. It is unlawful for any person to prevent, delay, or interfere with the Inspector or his agents while they are engaged in the performance of duties imposed by this Section.

1400.23 Special Rules. Notwithstanding the provisions of this Section, the stockpiling of bark bearing elm wood within the City limits shall be permitted during the period from September 15 through April 1 of any given year. Any such wood not utilized by April 1 of any year must then be removed and disposed of as provided by this Section and the regulations adopted by reference herein.

(Added Ord. 950 – 1993)

Section 905 – Shade Tree Disease Control

905.01 Declaration of Policy. The City Council has determined that the health of the shade trees within the municipal limits is threatened by shade tree diseases. It has further determined that the loss of shade trees growing upon public and private property would substantially depreciate the value of property within the City and impair the safety, good order, general welfare and convenience of the public. It is the intention of the Council to control and prevent the spread of these diseases. This Section is enacted for that purpose and to conform to the policies and procedures embodied in Minnesota Statutes, Sections 18.023 and rules promulgated thereunder.

905.03 Definitions. Subdivision 1. For purposes of this Section, the terms defined in this Subsection have the meanings given them.

Subd. 2. "Shade Trees" means oak or elm trees in the City.

Subd. 3. "Shade Tree Disease" means Dutch elm disease caused by *Ceratocystis Ulmi*, or oak wilt disease caused by *Ceratocystis fageceorum*.

Subd. 4. "Commissioner" means the commissioner of the state department of agriculture.

Subd. 5. "Tree Inspector" or "inspector" means a person having the necessary qualifications to conduct a shade tree program and who is so certified by the commissioner.

Subd. 6. "Disease Control Area" means the entire City, except those areas annually designated by the Tree Inspector as "no control zones" pursuant to State law.

Subd. 7. "Shade Tree Control Program" or "Program" means a program developed by the City to combat shade tree disease in accordance with rules promulgated by the commissioner and embodied in 3 MCAR, ACR, Sections 1.0109 through 1.0113; hereby adopted by reference.

905.05 Tree Inspector. Subdivision 1. Position Created. The powers and duties of the City Tree Inspector as set forth in this Section are hereby conferred upon the City Engineer. The Engineer may designate a member of the administrative staff to perform the duties of Tree Inspector.

Subd. 2. Duties of Tree Inspector. It is the duty of the Tree Inspector to coordinate, under the direction and control of the Council, all activities of the municipality relating to the control and prevention of shade tree disease. He shall recommend to the Council the details of a program for the control of shade tree disease, and perform the duties incident to such a program adopted by the Council.

905.07 Shade Tree Disease Program. It is the intention of the City Council of the City to conduct a program of shade tree control pursuant to the authority granted by Minnesota Statutes 18.023, as amended. This program is directed specifically at the control and elimination of shade tree diseases and is undertaken at the recommendation of the Commissioner, and in conformance with rules promulgated by the Commissioner. The Tree Inspector shall act as coordinator between the Commissioner of Agriculture and the Council in the conduct of this program.

905.09 Shade Tree Diseases. Subdivision 1. Nuisances Declared. The following things are public nuisances whenever they may be found within the City:

- a) Any living or standing elm tree or part thereof infected to any degree with the Dutch elm disease fungus *Ceratocystis Ulmi* (Buisman) Moreau or which harbors any of the elm bark beetles *Scolytus Multistriatus* (Eichh.) or *Hyluigopinus Rufipes* (Marsh).
- b) Any dead elm tree or part thereof, including legs, branches, stumps, firewood, or other elm material from which the bark has not been removed and burned or sprayed with an effective elm bark beetle insecticide.
- c) Any living or standing northern red oak, northern pine oak, black oak or scarlet oak, or part thereof infected to any degree with oak wilt disease.
- d) Any tree or shrub which in the opinion of the Tree Inspector, or such other person as designated by him, has become or threatens to become a hazard so as to adversely affect the public safety, whether such tree or shrub shall be on public or private property.

Subd. 2. Abatement. It is unlawful for any person to permit any public nuisance as defined in Subdivision 1 to remain on any premises owned or controlled by him within the City. Such nuisances may be abated in the manner prescribed by this Section.

905.11 Inspection and Investigation. Subdivision 1. Annual Inspection. The Tree Inspector shall inspect all premises and places within the City as often as practicable to determine whether any condition described in Subsection 905.09, exists thereon. He shall investigate all reported incidents of infestation by Dutch elm fungus, elm bark beetles, or oak wilt.

Subd. 2. Entry on Private Premises. The Tree Inspector or his duly authorized agents may enter upon private premises at any reasonable time for the purpose of carrying out any of the duties assigned him under this section. Such inspections shall be preceded by a legal notice published once annually in the City's legal newspaper informing all property owners within the City to destroy and dispose of tree materials declared a nuisance by Subsection 905.09.

Subd. 3. Diagnosis. The Tree Inspector shall identify diseased trees according to generally accepted field diagnosis procedures such as wilting, yellowing of leaves or staining of cambial wood under tree bark. Confirmation of field diagnosis, when ordered by the tree inspector shall be completed by a tree disease laboratory approved by the Commissioner.

905.13 Abatement of Shade Tree Disease Nuisances. In abating the nuisances defined in this Section, the Tree Inspector shall cause the infected tree or wood to be removed, burned, or otherwise effectively treated so as to destroy and prevent as fully as possible the spread of disease. Such abatement procedures shall be carried out in accordance with current technical and expert opinions and procedures as may be established by the Commissioner.

905.15 Procedure for Removal of Infected Trees and Wood. Subdivision 1. Findings. Whenever the Tree Inspector finds with reasonable certainty that the infestation defined in Subsection 905.09 exists in any tree or wood in any public or private place in the City, he shall proceed as follows:

- a) If the Tree Inspector finds that the danger of infestation of other trees is imminent during dormancy, he shall notify the property owner by certified mail or personal delivery that such tree(s) are subject to a 20-day time limit for removal from the postmarked date of the letter. After expiration of the time limit by the notice he may abate the nuisance, the costs of which will be assessed against the benefited property as provided in Subdivision 3.
- b) If the Tree Inspector finds that danger of infestation of other trees is imminent, he shall notify the property owner by certified mail that the nuisance will be abated within a specified time, not less than 20 days from the date of mailing of such notice. After the expiration of the time limit by the notice, he may abate the nuisance, the costs of which will be assessed against the benefited property as provided in Subdivision 3.
- c) Trees in paragraphs (a) and (b) above shall be considered "high risk trees," as defined in Minnesota Department of Agriculture Rules and Regulations, effective 8/14/78.
- d) Any tree or shrub determined to be a public nuisance may be ordered removed and disposed of, and if on private property, the City may enter upon such property, remove and dispose of such tree or shrub and assess the costs thereof against such property as a special assessment as provided in Subdivision 3.

Subd. 2. Records. The Inspector shall keep a record of the costs of abatements ordered under this Subsection and shall report annually to the City Council all work done for which assessments are to be made stating and certifying the description of the land, lots, parcels involved and the amount chargeable to each.

Subd. 3. Notice; Hearing. The Council shall publish notice of its intention to meet to consider the adoption of a special assessment roll in accordance with the report provided by the Tree Inspector. The notice shall be mailed to affected property owners and published once no less than one week prior to such meeting. The notice shall state the time and place of the meeting, the properties affected, action proposed, and the estimated cost of the abatement, and the proposed basis of assessment, if any, of costs. At such hearing or adjournment thereof, the Council shall hear property owners with reference to the proposed assessments. The Council shall thereafter adopt a resolution confirming the original resolution with such modification as it considers for the levy of special assessments.

Subd. 4. Assessment. Following the public hearing provided for in Subdivision 2, the Council may spread the charges or any portion thereof against the property involved as a special assessment under Minnesota Statutes, Section 429.101 and other pertinent statutes for certification to the County Auditor and collection the following year along with current taxes.

905.17 Tree Inspector; Program. The Tree Inspector shall conduct the shade tree disease control program in accordance with the rules and regulations of the Commissioner adopted herein.

905.19 Transporting Elm Wood Prohibited. It is unlawful for any person to transport Elmwood with bark intact into, or out of, or within the City disease control zone unless going to a designated legal sanitation or utilization site.

905.21 Interference Prohibited. It is unlawful for any person to prevent, delay or interfere with the Inspector or his agents while they are engaged in the performance of duties imposed by this Section.

905.23 Special Rules. Notwithstanding the provisions of this Section, the stockpiling of bark bearing elm wood within the City Limits shall be permitted during the period from September 15 through April 1 of any given year. Any such wood not utilized by April 1 of any year must then be removed and disposed of as provided by this section and the regulations adopted by reference herein.



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>	

**NOTICE OF PUBLIC HEARING ON PROPOSED PROJECT AND THE ISSUANCE OF
PRIVATE ACTIVITY BONDS**

CITY OF BRAINERD, MINNESOTA

Notice is hereby given that the City Council of City of Brainerd, Minnesota (the "City") will meet on Monday, March 15, 2021, at 7:30 p.m., or as soon thereafter as reasonably possible in the City Hall, 501 Laurel Street, Brainerd, Minnesota, for the purpose of conducting a public hearing to consider giving host approval to the issuance by the City of Pierz (the "Issuer") of revenue obligations, in one or more series, under Minnesota Statutes, Sections 469.152 through 469.1655 (the "Act"), in order to finance the cost of a project located in the City. The project will consist of refinancing, on a tax-exempt basis, the cost to acquire a 20-bed assisted living facility located at 218 SW 9th Street in the City and paying a portion of the costs associated with the financing, in the maximum amount of \$500,000 (the "Project") on behalf of the owner, Horizon Health, Inc., a Minnesota nonprofit corporation and organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Borrower"). The Borrower has proposed combining the financing for the Project with the financing of other projects under the Act which are located in the jurisdictions of the Issuer and the Cities of Motley and Little Falls, Minnesota (collectively with the City, the "Host Municipalities"), with the total amount of the obligations to be issued presently being estimated at not to exceed \$3,000,000. The Borrower owns and operates the facilities to be financed and refinanced.

A portion of the costs of issuing the proposed revenue obligations will also be financed. The proposed revenue obligations will be qualified 501(c)(3) bonds as defined in Section 145 of the Code.

The obligations and interest thereon shall not be payable from nor charged against any funds of the Host Municipalities other than revenue pledged for the payment thereof, nor shall the Host Municipalities be subject to any liability thereon. No holders of the obligations shall ever have the right to compel any exercise of the taxing power of the Host Municipalities to pay the obligations or the interest thereon, nor to enforce payment against any property of the Host Municipalities. Such obligations shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of the Host Municipalities, nor shall the same constitute a debt of the Host Municipalities within the meaning of any constitutional or statutory limitations.

All persons interested may appear and be heard at the time and place set forth above. Written comments may be submitted to Jennifer Bergman, City Administrator, at 501 Laurel Street, Brainerd, Minnesota 56401 or via email at jbergman@ci.brainerd.mn.us, in advance of the hearing.

RESOLUTION NO. xx:21

**RESOLUTION APPROVING A PROJECT BY HORIZON HEALTH, INC. AND
CONSENTING TO THE ISSUANCE OF TAX-EXEMPT OBLIGATIONS BY
THE CITY OF PIERZ, MINNESOTA**

BE IT RESOLVED, by the City Council of the City of Brainerd, Crow Wing County, Minnesota, as follows:

Section 1. Definitions. The capitalized terms used in this resolution have the meanings assigned below:

Act: Minnesota Statutes, Sections 469.152 through 469.1655, as amended.

Authorized Officers: the Mayor and Administrator of the City.

Bond Counsel: Fryberger, Buchanan, Smith & Frederick, P.A.

Bonds: Health Care Facilities Revenue Note, Series 2021 (Horizon Health, Inc. Project).

Brainerd Project: refinancing, on a tax-exempt basis, the cost to acquire a 20-bed assisted living facility located at 218 SW 9th Street in the City.

City: the City of Brainerd, Minnesota.

Code: the Internal Revenue Code of 1986, as amended.

Corporation: Horizon Health, Inc.

Council: the City Council as the governing body of the City.

Pierz: the City of Pierz, Minnesota.

Qualified Services and Activities: health care services and health care related activities.

Section 2. Recitals. The Council makes the following recitals of fact:

a. Representatives of the Corporation have represented to the City that:

i. the Corporation is a Minnesota nonprofit corporation and organization described in Section 501(c)(3) of the Code;

ii. the Corporation is engaged directly or through one or more of its affiliated organizations in providing Qualified Services and Activities; and

iii. at the request of the Corporation, the governing body of Pierz has expressed its intent to refinance the Project through the issuance of the Bonds, which are tax-exempt revenue bonds.

b. Bond Counsel has advised the City that:

i. the Act authorizes the issuance of revenue obligations to refinance indebtedness incurred by an organization engaged in providing Qualified Services and Activities; and

ii. in order for the Bonds to be issued on a tax-exempt basis, and in order to comply with Minnesota laws restricting the issuance of obligations by one municipality for a project in another municipality, the City must (i) conduct a public hearing on the proposal of the Corporation to undertake and refinance the Brainerd Project and (ii) consent to the issuance of the Bonds by Pierz.

Section 3. Limitations. The Bonds, when, as and if issued, shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of the City or Pierz, and the Bonds, when, as and if issued, shall recite in substance that the Bonds, including interest thereon, are payable solely from the revenues received from the Corporation and the property pledged to the payment thereof, and shall not constitute a debt of the City or Pierz within the meaning of any constitutional or statutory limitation.

Section 4. Public Hearing.

a. A Notice of Public Hearing was published in the *Brainerd Dispatch*, the City's official newspaper and a newspaper of general circulation, calling a public hearing on the proposed issuance of the Bonds and the proposal to undertake, finance and refinance the Project.

b. The Council has, on March 15, 2021, held a public hearing on the proposal to undertake and refinance the Brainerd Project, through the issuance of the Bonds by Pierz, at which all those appearing who desired to speak were heard and written comments were accepted, if submitted.

Section 5. Approvals; Authorizations.

a. The proposal of the Corporation to undertake and refinance the Brainerd Project is approved. The issuance of the Bonds by Pierz is approved.

b. The Authorized Officers are authorized and directed to execute and deliver such documents or certificates needed from the City for the issuance of the Bonds.

Adopted this ____ day of March, 2021

KELLY BEVANS
President of the Council

Approved this ____ day of March, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

**EXTRACT OF MINUTES OF A REGULAR MEETING OF THE
CITY COUNCIL OF THE
CITY OF BRAINERD, MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Brainerd, Minnesota, was duly called and held at the City Hall located at 501 Laurel Street, Brainerd, Minnesota, on Monday, March 15, 2021, at 7:30 p.m.

The following members were present: _____

and the following members were absent: _____

MOTION: Member _____ moved to adopt Resolution No. _____, entitled "Resolution Approving a Project by Horizon Health, Inc. and Consenting to the Issuance of Tax-Exempt Obligations by the City of Pierz, Minnesota"

SECOND: Member _____

RESULT: On a roll call vote the motion was carried.

Ayes:
Nays:
Not Voting:
Absent:

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