

CITY COUNCIL AGENDA

Brainerd, Minnesota

May 17th, 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: 187 878 2765

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

1. Call To Order - 7:30 PM

2. Roll Call

___ T. Erickson ___ M. O'Day ___ K. Stunek ___ G. Johnson

___ D. Pritschet ___ T. Stenglein ___ 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:

051721 COUNCIL AP INV REGISTER.pdf

B. Approval Of Minutes

Regular Meeting held May 3rd, 2021

Documents:

20210503_CC draft.docx

C. Approval Of Licenses

Contractor Licenses - 3

Documents:

20210517 Contractor Licenses.pdf

D. Department Activity Reports

1. Police Chief

2. Finance Director

Documents:

Police Activity Report May.pdf

E. Approve Hiring 2021 Temporary Employees

Documents:

Approval of 2021 Temporary Employee Hirings 5_17_21.pdf

6. Presentations

A. Presentation By DDBC On Babe The Ox

Documents:

babe_the_ox_call_for_art_proposals.pdf

B. Public Hearing And Presentation - Municipal Separate Storm Sewer (MS4) Permit

Documents:

MS4 Presentation and Public Hearing.pdf

7. Council Committee Reports

A. Personnel And Finance Committee - 7:00 P.M.

WebEx Teleconference Information

- Call Toll-Free: 844-992-4726
- Access Code: 187 543 2162

Documents:

20210517_PF.pdf

1. Discussion Of Options For The Use Of The Potential Return Of Kitchigami Regional Library Fund Balance

Documents:

KRL Fund Balance Discussion.pdf

2. Request To Approve Quote To Repair Historic Water Tower Flag Pole Ropes

Documents:

Water Tower Ropes.pdf

3. Community Service Officer Resignation & Request To Hire

Documents:

CSO Louks resign and hire.pdf

4. Disposal Of Retired Police Squad

Documents:

Disposal of retired vehicle.pdf

5. Police Officer Hiring Ratification

Documents:

Jacob Scholten hiring 060121.pdf

6. Adopt Resolutions For State Bonding Priorities

Documents:

RES- State Bonding.pdf

B. Safety And Public Works Committee -6:45 P.M.

WebEx Teleconference Information

- Call Toll-Free: 844-992-4726
- Access Code: 187 649 2678

Documents:

20210517_SPW.pdf

1. Request To Adopt Resolution - Accepting Bids - Improvements 20-05 And 20-06 - Madison Street And SE Brainerd Construction Project

Documents:

Res - 20-05 and 20-06 Bids.pdf

2. Request To Accept Bids - Improvements 21-02 And 21-06 - 2021 Crack Sealing Projects

Documents:

Imps 21-02 and 21-06 Bids.pdf

3. Request To Approve Testing Services Contract With Braun Intertec For Improvement 19-19 - NW 3rd And Jackson Street Reconstruction Project

Documents:

Improvement 19-19 Testing Services.pdf

4. Request To Approve Event Application - DANGIE 5K War Against Cancer

Documents:

Event Application - DANGIE 5K.pdf

5. Request To Approve Event/Parking Lot Closure Application - WeARE Fundraiser

Documents:

Event-Parking Lot Closure - WeARE Fundraiser.pdf

6. Request To Approve Name A Snowplow Final Survey Results

Documents:

Name a Snowplow Finals.pdf

7. Request To Approve Special Event- Memorial Day Ceremony

Documents:

Memorial Event.pdf

8. Unfinished Business

- A. **Consideration For National Boxer Rescue's Request For Extension To Operate In-Home Rescue**

Documents:

National Boxer Rescue Extension Request.pdf

- B. **Committee Resignations - Accept With Regret**

- Ashley Storm- HRA Commission

- 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 2021) - 2 terms (Expire 2022)

Charter Commission - 1 term (Expire 2022)

Housing Redevelopment Authority- 1 term (Expire 2022)
Park Board - 1 term (Expire 2024)
Rental Dwelling License Board of Appeals - 3 terms (Expire 2022)
Transportation Advisory Committee (TAC) - 1 term (Expire 2022)

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**

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 Closed Session Pursuant To MN Statute 13D.05, Subd. 3B To Discuss Pending Litigation And Receive Advice Regarding Strategy Options For The Firefighters Union Local 4725 And Mark Turner V. City Of Brainerd**

15. **Adjourn To Closed Session Pursuant To MN Statute 13D.05, Subd. 3 (A), To Conduct City Administrator Quarterly Talk**

Personnel & Finance Committee will meet at 7:00 P.M.

WebEx Teleconference Call In Info:

Call Toll-Free: 844-992-4726

Access Code: 187 543 2162

Safety & Public Works Committee will meet at 6:45 P.M.

WebEx Teleconference Call In Info:

Call Toll-Free: 844-992-4726

Access Code: 187 649 2678

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"

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 05/17/2021 - 05/17/2021

BOTH JOURNALIZED AND UNJOURNALIZED

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 0011 - ACE HARDWARE:							
296537 65581	ACE HARDWARE PAINT ROLLER FOR CROSSWALK TEST 235-3170-42220	04/30/2021 pziemer REPAIR & MAINT	05/19/2021	11.69 11.69	11.69	Open	N 05/19/2021
296710 65643	ACE HARDWARE SHOVELS AND FORKS 235-3100-42240	05/07/2021 pziemer SMALL TOOLS	05/19/2021	125.95 125.95	125.95	Open	N 05/19/2021
296569 65650	ACE HARDWARE BRAKE CLEANER 225-2220-42210	05/03/2021 pziemer OPERATING SUPPLIES	05/19/2021	17.97 17.97	17.97	Open	N 05/19/2021
296674 65651	ACE HARDWARE KEY/FASTENERS/LOCK 225-2220-42210	05/06/2021 pziemer OPERATING SUPPLIES	05/19/2021	16.60 16.60	16.60	Open	N 05/19/2021
296693 65652	ACE HARDWARE PADLOCK/BITS 225-2220-42210	05/07/2021 pziemer OPERATING SUPPLIES	05/19/2021	42.28 42.28	42.28	Open	N 05/19/2021
296747 65668	ACE HARDWARE AAA BATTERIES 235-3100-42220	05/10/2021 pziemer REPAIR & MAINT	05/19/2021	17.99 17.99	17.99	Open	N 05/19/2021
296755 65670	ACE HARDWARE SQUAD COMPUTER MOUNT LOCK KEYS 225-2120-42221	05/10/2021 pziemer SQUAD CAR REPAIR SUPPLIES	05/19/2021	8.97 8.97	8.97	Open	N 05/19/2021
296768 65705	ACE HARDWARE GARBAGE CANS - CH GARAGE 101-1940-42220	05/11/2021 pziemer REPAIR & MAINT	05/19/2021	89.98 89.98	89.98	Open	N 05/19/2021
296353 65721	ACE HARDWARE PRIMER - COLLEGE DRIVE BRIDGE GRAFFITI 230-5200-42220	04/23/2021 pziemer REPAIR & MAINT	05/19/2021	43.14 43.14	43.14	Open	N 05/19/2021
296363 65722	ACE HARDWARE ADULT SOFTBALL SUPPLIES 230-5215-42210	04/23/2021 pziemer OPERATING SUPPLIES	05/19/2021	24.27 24.27	24.27	Open	N 05/19/2021

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
K96445 65723	ACE HARDWARE FAUCET-LUM PARK/BULBS - SHOP 230-5200-42220	04/28/2021 pziemer	05/19/2021	71.98 71.98	71.98	Open	N 05/19/2021
K96446 65724	ACE HARDWARE PVC - LUM PARK 230-5200-42220	04/28/2021 pziemer	05/19/2021	5.39 5.39	5.39	Open	N 05/19/2021
296848 65748	ACE HARDWARE GARBAGE BAGS-DOWNTOWN/PIC HANGARS CH 401-1003-43430 101-1940-42220	05/13/2021 pziemer	05/19/2021	11.68 8.99 2.69	11.68	Open	N 05/19/2021
296855 65765	ACE HARDWARE 2-4D SPRAYER 235-3100-42220	05/13/2021 pziemer	05/19/2021	24.29 24.29	24.29	Open	N 05/19/2021
Total for vendor 0011 - ACE HARDWARE:				512.18	512.18		
Vendor 2902 - ADVANCE AUTO PA:							
6574112485961 65602	ADVANCE AUTO PARTS GREASE GUN ADAPTOR 235-3125-42220	05/04/2021 pziemer	05/19/2021	12.96 12.96	12.96	Open	N 05/19/2021
326696296 65711	ADVANCE AUTO PARTS RETURN - OLD INVOICE 235-3100-42220	05/11/2021 pziemer	05/19/2021	(32.46) (32.46)	(32.46)	Open	N 05/19/2021
424988204 65712	ADVANCE AUTO PARTS OLD CREDIT ON ACCOUNT - 235-3100-42220	05/11/2021 pziemer	05/19/2021	(0.03) (0.03)	(0.03)	Open	N 05/19/2021
6574903181867 65713	ADVANCE AUTO PARTS THERMOSTAT - OLD INVOICE 235-3100-42220	05/11/2021 pziemer	05/19/2021	12.72 12.72	12.72	Open	N 05/19/2021
6574113186168 65744	ADVANCE AUTO PARTS SWEEPER 118 WHEEL BEARINGS 235-3100-42220	05/11/2021 pziemer	05/19/2021	162.79 162.79	162.79	Open	N 05/19/2021

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
6574113386234 65745	ADVANCE AUTO PARTS TRUCK 109 AIR CONDITIONING 235-3100-42220	05/13/2021 pziemer	05/19/2021	35.86	35.86	Open	N 05/19/2021
	REPAIR & MAINT			35.86			
	Total for vendor 2902 - ADVANCE AUTO PA:			191.84	191.84		
Vendor 2846 - AMERICAN WELDING:							
07787490 65718	AMERICAN WELDING-GAS INC QTY 2 ARGON/CO2 MIX 235-3100-42220	04/30/2021 pziemer	05/19/2021	51.45	51.45	Open	N 05/19/2021
	WELDING GAS			51.45			
	Total for vendor 2846 - AMERICAN WELDING:			51.45	51.45		
Vendor 0039 - AMERIPRIDE LINE:							
2201467391 65625	ARAMARK UNIFORM RUGS AND OVERALLS 235-3100-43430	05/06/2021 pziemer	05/19/2021	68.17	68.17	Open	N 05/19/2021
	MISCELLANEOUS			68.17			
2201470146 65746	ARAMARK UNIFORM RUGS AND OVERALLS 235-3100-43430	05/13/2021 pziemer	05/19/2021	93.33	93.33	Open	N 05/19/2021
	MISCELLANEOUS			93.33			
	Total for vendor 0039 - AMERIPRIDE LINE:			161.50	161.50		
Vendor 0944 - ASPEN MILLS:							
273454 65659	ASPEN MILLS PATCH EMBROIDERY 225-2220-41113	04/27/2021 pziemer	05/19/2021	172.55	172.55	Open	N 05/19/2021
	UNIFORM ALLOWANCE			172.55			
273963 65661	ASPEN MILLS UNIFORMS/EMBOIDERY 225-2220-41113	05/05/2021 pziemer	05/19/2021	546.26	546.26	Open	N 05/19/2021
	UNIFORM ALLOWANCE			546.26			
274103 65694	ASPEN MILLS BATTALION CHIEF BADGES 225-2220-41113	05/07/2021 pziemer	05/19/2021	113.26	113.26	Open	N 05/19/2021
	UNIFORM ALLOWANCE			113.26			
	Total for vendor 0944 - ASPEN MILLS:			832.07	832.07		

Vendor 2740 - AT&T MOBILITY:

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
X05032021 65613	AT&T MOBILITY ACCT 287287520356 POLICE DEPT CELL P 225-2120-43309 225-2120-43321	04/25/2021 P COMPUTER TECHNICAL SUPPORT TELEPHONE	05/19/2021	2,001.48 802.83 1,198.65	2,001.48 2,001.48	Open	N 05/19/2021
Total for vendor 2740 - AT&T MOBILITY:				2,001.48	2,001.48		
Vendor 0319 - BAKER TILLY MUN:							
BTMA9739 65582	BAKER TILLY MUNICIPAL ADVISORS, LLC 2016B ARBITRAGE COMPLIANCE REPORT 7/ 400-9050-43300	04/29/2021 P PROFESSIONAL SERVICES	05/19/2021	3,100.00 3,100.00	3,100.00 3,100.00	Open	N 05/19/2021
Total for vendor 0319 - BAKER TILLY MUN:				3,100.00	3,100.00		
Vendor 0745 - BATTERIES PLUS:							
P39210483 65647	BATTERIES PLUS LED WEDGES 225-2220-42210	04/29/2021 P OPERATING SUPPLIES	05/19/2021	19.90 19.90	19.90	Open	N 05/19/2021
P39210588 65648	BATTERIES PLUS LITHIUM BATTERIES QTY 10 225-2220-42210	04/29/2021 P OPERATING SUPPLIES	05/19/2021	30.90 30.90	30.90 50.80	Open	N 05/19/2021
Total for vendor 0745 - BATTERIES PLUS:				50.80	50.80		
Vendor 3201 - BAYCOM INC:							
EQUIPINV_032737 65671	BAYCOM INC SQD 401 & 405 - NEW SQUAD BUILD 400-9050-45530	05/06/2021 P CAPITAL - OTHER	05/19/2021	6,618.00 6,618.00	6,618.00 6,618.00	Open	N 05/19/2021
Total for vendor 3201 - BAYCOM INC:				6,618.00	6,618.00		
Vendor 3913 - BECKER ARENA PRODUCTS:							
600898 65725	BECKER ARENA PRODUCTS MEMORIAL PARK - HOCKEY RINK BOARDS & 400-9050-45510	04/26/2021 P CAPITAL - LAND	05/19/2021	42,339.86 42,339.86	42,339.86 42,339.86	Open	N 05/19/2021
Total for vendor 3913 - BECKER ARENA PRODUCTS:				42,339.86	42,339.86		

Vendor 0748 - BJERGA FEED STO:

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1300274 65640	BJERGA FEED STORES N 10TH STORM POND SEEDING 238-3160-42220	05/07/2021 pziemer REPAIR & MAINT	05/19/2021	121.43 121.43	121.43	Open	N 05/19/2021
1300550 65764	BJERGA FEED STORES H STREET THISTLE REMOVAL 235-3100-42220	05/13/2021 pziemer REPAIR & MAINT	05/19/2021	20.95 20.95	20.95	Open	N 05/19/2021
Total for vendor 0748 - BJERGA FEED STO:				142.38	142.38		
Vendor 0603 - BNSF:							
40548071/MAY 21 65629	BNSF RAILWAY COMPANY 05/01-05/31 BNSF PARKING LEASE 236-3180-43430	05/06/2021 pziemer MISCELLANEOUS	05/19/2021	1,188.13 1,188.13	1,188.13	Open	N 05/19/2021
Total for vendor 0603 - BNSF:				1,188.13	1,188.13		
Vendor 3120 - BOLTON & MENK:							
0268043 65666	BOLTON & MENK IMP 19-19 PROFESSIONAL SVCS 401-1919-43300	04/29/2021 pziemer PROFESSIONAL SERVICES	05/19/2021	2,120.00 2,120.00	2,120.00	Open	N 05/19/2021
0268042 65667	BOLTON & MENK IMP 19-01 PROFESSIONAL SERVICES 401-1901-43300	04/29/2021 pziemer PROFESSIONAL SERVICES	05/19/2021	7,602.50 7,602.50	7,602.50	Open	N 05/19/2021
Total for vendor 3120 - BOLTON & MENK:				9,722.50	9,722.50		
Vendor 0065 - BOYER TRUCKS RO:							
03P2406 65583	BOYER TRUCKS ROGERS PAINT DRILL MIXER 235-3170-42210	04/30/2021 pziemer OPERATING SUPPLIES	05/19/2021	184.20 184.20	184.20	Open	N 05/19/2021
92508R 65598	BOYER TRUCKS ROGERS CORDLESS IMPACT GUNS 235-3100-42220	04/01/2021 pziemer REPAIR & MAINT	05/19/2021	637.19 637.19	637.19	Open	N 05/19/2021
03P2500 65669	BOYER TRUCKS ROGERS LITHIUM BATTERIES 235-3100-42220	05/05/2021 pziemer REPAIR & MAINT	05/19/2021	250.69 250.69	250.69	Open	N 05/19/2021

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
03P2941 65706	BOYER TRUCKS ROGERS TRUCK 108 SIGNAL SWITCH 235-3100-42220	05/11/2021 pziemer	05/19/2021	224.42	224.42	Open	N 05/19/2021
	REPAIR & MAINT			224.42			
	Total for vendor 0065 - BOYER TRUCKS RO:			1,296.50	1,296.50		
Vendor 0296 - BRAINERD PUBLIC:							
APR 21/LIBRARY 65695	BRAINERD PUBLIC UTILITIES 3/24/21 - 4/23/21 LIBRARY UTILITIES 211-5500-43381	04/30/2021 pziemer	05/19/2021	1,622.88	1,622.88	Open	N 05/19/2021
	BPU UTILITIES			1,622.88			
APR 21/FIRE 65696	BRAINERD PUBLIC UTILITIES 3/24/21 - 4/23/21 FIRE DEPT UTILITIES 225-2220-43381	04/30/2021 pziemer	05/19/2021	2,394.77	2,394.77	Open	N 05/19/2021
	BPU UTILITIES			2,394.77			
APR 21/POLICE 65697	BRAINERD PUBLIC UTILITIES 3/24/21-4/23/21 POLICE DEPT UTILITIES 225-2120-43381	04/30/2021 pziemer	05/19/2021	4,255.76	4,255.76	Open	N 05/19/2021
	BPU UTILITIES			4,255.76			
APR 21/ENG 65698	BRAINERD PUBLIC UTILITIES 3/24/21 - 4/23/21 CITY HALL UTILITIES 101-1940-43381 101-1940-43381 101-9200-43381 101-9200-43381 236-3180-43381 401-1003-43380	04/30/2021 pziemer	05/19/2021	1,566.91	1,566.91	Open	N 05/19/2021
	BPU UTILITIES			1,132.97			
	BPU UTILITIES			225.18			
	BPU UTILITIES			44.52			
	BPU UTILITIES			69.69			
	BPU UTILITIES			36.00			
	UTILITIES			58.55			
APR 21/APRKS 65699	BRAINERD PUBLIC UTILITIES 3/24/21 - 4/23/21 PARKS UTILITIES 230-5200-43381 230-5280-43380 230-5280-43380 230-5280-43380	04/30/2021 pziemer	05/19/2021	3,117.91	3,117.91	Open	N 05/19/2021
	BPU UTILITIES			3,020.55			
	UTILITIES			20.30			
	UTILITIES			5.36			
	UTILITIES			71.70			
APR 21/STREETS 65700	BRAINERD PUBLIC UTILITIES 3/24/21 - 4/23/21 STREET DEPT UTILITIES 235-3100-43381	04/30/2021 pziemer	05/19/2021	24,531.98	24,531.98	Open	N 05/19/2021
	BPU UTILITIES			24,531.98			
5/12/2021 65719	BRAINERD PUBLIC UTILITIES REMITTANCE OF COLLECTED LOCAL SALES TAX 251-9360-43467	05/12/2021 pziemer	05/19/2021	108,160.96	108,160.96	Open	N 05/19/2021
	REMIT LOCAL SALES TAX COLLECT			108,160.96			
	Total for vendor 0296 - BRAINERD PUBLIC:			145,651.17	145,651.17		

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Vendor 0929 - BRAUN INTERTEC:							
B250603 65632	BRAUN INTERTEC CORP IMP 19-02 CUYUNA TRAIL PROF SVCS THRTpziemer 401-1902-43300	05/06/2021	05/19/2021	7,455.00	7,455.00	Open	N 05/19/2021
	PROFESSIONAL SERVICES			7,455.00			
	Total for vendor 0929 - BRAUN INTERTEC:			7,455.00	7,455.00		
Vendor 0095 - BROCK WHITE CO:							
14632893-00 65720	BROCK WHITE CO LLC 2021 CRACK SEAL PROJECT 401-9030-42210-21:02	04/09/2021 pziemer	05/19/2021	6,487.50	6,487.50	Open	N 05/19/2021
	OPERATING SUPPLIES			6,487.50			
	Total for vendor 0095 - BROCK WHITE CO:			6,487.50	6,487.50		
Vendor 0086 - CITY OF BRAINER:							
01304677 65726	CITY OF BRAINERD MEMORIAL PARK - BLDG PERMIT STATE SUFpziemer 400-9050-45510	04/09/2021	05/19/2021	225.00	225.00	Open	N 05/19/2021
	CAPITAL - LAND			225.00			
	Total for vendor 0086 - CITY OF BRAINER:			225.00	225.00		
Vendor 0229 - CLIFTONLARSONAL:							
2827915 65628	CLIFTONLARSONALLEN LLP 2020 AUDIT PROGRESS BILLING 1 101-9200-43300	04/26/2021 pziemer	05/19/2021	15,000.00	15,000.00	Open	N 05/19/2021
	PROFESSIONAL SERVICES			15,000.00			
	Total for vendor 0229 - CLIFTONLARSONAL:			15,000.00	15,000.00		
Vendor 3378 - COLLINS BROTHER:							
21-73901 65672	COLLINS BROTHERS TOWING DUI TOW ICR21004866 224-2150-42210	04/14/2021 pziemer	05/19/2021	45.00	45.00	Open	N 05/19/2021
	OPERATING SUPPLIES			45.00			
21-74085 65673	COLLINS BROTHERS TOWING DUI TOW ICR 21005053 224-2150-42210	04/17/2021 pziemer	05/19/2021	45.00	45.00	Open	N 05/19/2021
	OPERATING SUPPLIES			45.00			
21-74202 65674	COLLINS BROTHERS TOWING TOW - DRUG ICR 21005187 223-2140-42210	04/19/2021 pziemer	05/19/2021	70.00	70.00	Open	N 05/19/2021
	OPERATING SUPPLIES			70.00			

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21-74373 65675	COLLINS BROTHERS TOWING TOW DUI 21005345 224-2150-42210	04/22/2021 pziemer	05/19/2021	45.00	45.00	Open	N 05/19/2021
	OPERATING SUPPLIES			45.00			
21-74421 65676	COLLINS BROTHERS TOWING TOW DRUG ICR 21005389 223-2140-42210	04/23/2021 pziemer	05/19/2021	45.00	45.00	Open	N 05/19/2021
	OPERATING SUPPLIES			45.00			
21-74521 65677	COLLINS BROTHERS TOWING TOW DUI ICR 21005490 224-2150-42210	04/26/2021 pziemer	05/19/2021	45.00	45.00	Open	N 05/19/2021
	OPERATING SUPPLIES			45.00			
21-74724 65678	COLLINS BROTHERS TOWING TOW - FLEEING ICR 21005643 225-2120-43430	04/29/2021 pziemer	05/19/2021	45.00	45.00	Open	N 05/19/2021
	MISCELLANEOUS			45.00			
21-74778 65679	COLLINS BROTHERS TOWING TOW DUI ICR 21005672 224-2150-42210	04/29/2021 pziemer	05/19/2021	45.00	45.00	Open	N 05/19/2021
	OPERATING SUPPLIES			45.00			
21-74785 65680	COLLINS BROTHERS TOWING TOW DUI ICR 21005676 224-2150-42210	04/29/2021 pziemer	05/19/2021	45.00	45.00	Open	N 05/19/2021
	OPERATING SUPPLIES			45.00			
Total for vendor 3378 - COLLINS BROTHER:				430.00	430.00		
Vendor 0122 - COMMUNITY ACTIO:							
2021 FIREWORKS 65714	COMMUNITY ACTION 2021 FIREWORKS DONATION 101-1910-43438	05/11/2021 pziemer	05/19/2021	8,000.00	8,000.00	Open	N 05/19/2021
	SPECIAL PROJECTS			8,000.00			
Total for vendor 0122 - COMMUNITY ACTIO:				8,000.00	8,000.00		
Vendor 0125 - CONSOLIDATED TE:							
20895223/IT 65755	CONSOLIDATED TELEPHONE CO 5/12-6/11 PHONE INTERNET 101-1800-43321 400-9050-45530	05/12/2021 pziemer	05/19/2021	1,558.17	1,558.17	Open	N 05/19/2021
	TELEPHONE			983.17			
	CAPITAL - OTHER			575.00			
20895223/ADMIN 65756	CONSOLIDATED TELEPHONE CO 5/12-6/11 PHONE INTERNET	05/12/2021 pziemer	05/19/2021	5.91	5.91	Open	N 05/19/2021

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	101-1400-43321	TELEPHONE		5.91			
20895223/COM DEV							
65757	CONSOLIDATED TELEPHONE CO 5/12-6/11 PHONE INTERNET	05/12/2021 pziemer	05/19/2021	7.97	7.97	Open	N 05/19/2021
	101-2400-43321	TELEPHONE		7.92			
	101-2400-43321	TELEPHONE		0.05			
20895223/ENG							
65758	CONSOLIDATED TELEPHONE CO 5/12-6/11 PHONE INTERNET	05/12/2021 pziemer	05/19/2021	57.93	57.93	Open	N 05/19/2021
	101-1700-43321	TELEPHONE		3.47			
	101-1940-43321	TELEPHONE		54.46			
20895223/TRANSIT							
65759	CONSOLIDATED TELEPHONE CO 5/12-6/11 PHONE/INTERNET	05/12/2021 pziemer	05/19/2021	6.12	6.12	Open	N 05/19/2021
	203-9000-43321	TELEPHONE		6.12			
20895223/PD							
65760	CONSOLIDATED TELEPHONE CO 5/12-6/11 PHONE/INTERNET	05/12/2021 pziemer	05/19/2021	142.77	142.77	Open	N 05/19/2021
	225-2120-43321	TELEPHONE		124.02			
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		18.75			
20895223/FD							
65761	CONSOLIDATED TELEPHONE CO 5/12-6/11 PHONE INTERNET	05/12/2021 pziemer	05/19/2021	18.75	18.75	Open	N 05/19/2021
	225-2220-43321	TELEPHONE		18.75			
20895223/STREETS							
65762	CONSOLIDATED TELEPHONE CO 5/12-6/11 PHONE/INTERNET	05/12/2021 pziemer	05/19/2021	76.90	76.90	Open	N 05/19/2021
	235-3100-43321	TELEPHONE		76.90			
20895223/PARKS							
65763	CONSOLIDATED TELEPHONE CO 5/12-6/11 PHONE/INTERNET	05/12/2021 pziemer	05/19/2021	42.55	42.55	Open	N 05/19/2021
	230-5200-43321	TELEPHONE		42.55			
Total for vendor 0125 - CONSOLIDATED TE:				1,917.07	1,917.07		

Vendor 1688 - CUSTOM FIRE APP:

0020424-IN							
65649	CUSTOM FIRE APPARATUS INC HOSE REPAIR	04/29/2021 pziemer	05/19/2021	115.83	115.83	Open	N 05/19/2021
	225-2220-42220	REPAIR & MAINT		115.83			
Total for vendor 1688 - CUSTOM FIRE APP:				115.83	115.83		

Vendor 0134 - CWC SANITARY LA:

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162615 65605	CWC SANITARY LANDFILL SOLID WASTE REMOVAL PD 225-2120-43430	05/03/2021 pziemer	05/19/2021	14.00	14.00	Open	N 05/19/2021
	MISCELLANEOUS			14.00			
	Total for vendor 0134 - CWC SANITARY LA:			14.00	14.00		
Vendor 0135 - CWC TREASURER:							
4152 65594	CWC TREASURER MAY 2021 SHARED SERVICES 101-9200-43300	05/01/2021 pziemer	05/19/2021	8,050.00	8,050.00	Open	N 05/19/2021
	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 3438 - D - D BEVERAGE,:							
1386542 65727	D - D BEVERAGE, LLC DISPENSER - TP & CLEANING SUPPLIES 230-5200-42210	04/23/2021 pziemer	05/19/2021	140.85	140.85	Open	N 05/19/2021
	OPERATING SUPPLIES			140.85			
	Total for vendor 3438 - D - D BEVERAGE,:			140.85	140.85		
Vendor 1381 - DECHANTAL EXCAV:							
4403 65662	DECHANTAL EXCAVATING LLC N 10TH ST POND MAINT/CLEAN OUT 238-3160-42220	05/09/2021 pziemer	05/19/2021	4,792.75	4,792.75	Open	N 05/19/2021
	REPAIR & MAINT			4,792.75			
	Total for vendor 1381 - DECHANTAL EXCAV:			4,792.75	4,792.75		
Vendor 3395 - EMERGENCY RESPO:							
P34590 65584	MACQUEEN EMERGENCY ROOT CUTTER HEAD RE-BUILD 237-3190-42220	05/03/2021 pziemer	05/19/2021	623.14	623.14	Open	N 05/19/2021
	REPAIR & MAINT			623.14			
	Total for vendor 3395 - EMERGENCY RESPO:			623.14	623.14		
Vendor 1859 - ENTERPRISE FM T:							
FBN4204685/ENG 65749	ENTERPRISE FM TRUST MAY 2021 VEHICLE LEASES 101-1700-43331	05/05/2021 pziemer	05/19/2021	1,382.04	1,382.04	Open	N 05/19/2021
	LEASE PAYMENTS			1,068.82			
	101-1940-43331	LEASE PAYMENTS		313.22			

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FBN4204685/PD 65750	ENTERPRISE FM TRUST MAY 2021 VEHICLE LEASES 225-2120-43331	05/05/2021 pziemer	05/19/2021	7,575.55 7,575.55	7,575.55	Open	N 05/19/2021
	LEASED PAYMENTS						
FBN4204685/FD 65751	ENTERPRISE FM TRUST MAY 2021 VEHICLE LEASES 225-2220-43331	05/05/2021 pziemer	05/19/2021	849.48 849.48	849.48	Open	N 05/19/2021
	LEASED PAYMENTS						
FBN4204685/PARKS 65752	ENTERPRISE FM TRUST MAY 2021 VEHICLE LEASES 230-5200-43331	05/05/2021 pziemer	05/19/2021	2,433.36 2,433.36	2,433.36	Open	N 05/19/2021
	LEASE PAYMENTS						
FBN4204685/STREETS 65753	ENTERPRISE FM TRUST MAY 2021 VEHICLE LEASES 235-3100-43331	05/05/2021 pziemer	05/19/2021	1,881.27 1,881.27	1,881.27	Open	N 05/19/2021
	LEASE PAYMENTS						
FBN4204685/COM 65754	ENTERPRISE FM TRUST MAY 2021 VEHICLE LEASES 101-2400-43331	05/05/2021 pziemer	05/19/2021	357.61 357.61	357.61	Open	N 05/19/2021
	LEASE EXPENSE						
Total for vendor 1859 - ENTERPRISE FM T:				14,479.31	14,479.31		

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

4996 65655	F.I.R.E. CROSSLAKE EMS REFRESHER 225-2220-43330	05/03/2021 pziemer	05/19/2021	400.00 400.00	400.00	Open	N 05/19/2021
	PROFESSIONAL DEVELOPMENT						
5008 65693	F.I.R.E. CROSSLAKE TRAINING - HOSE MOVEMENT HANDS ON SKI 225-2220-43330	05/10/2021 pziemer	05/19/2021	600.00 600.00	600.00	Open	N 05/19/2021
	PROFESSIONAL DEVELOPMENT						
Total for vendor 1815 - F.I.R.E. CROSSL:				1,000.00	1,000.00		

Vendor 0170 - FASTENAL COMPAN:

MNBAX244885 65641	FASTENAL COMPANY 1 1/8TH THREADED ROD 235-3100-42220	04/26/2021 pziemer	05/19/2021	35.02 35.02	35.02	Open	N 05/19/2021
	REPAIR & MAINT						
MNBAX244685 65728	FASTENAL COMPANY CABLE TIES 230-5200-42220	04/19/2021 pziemer	05/19/2021	26.55 26.55	26.55	Open	N 05/19/2021
	REPAIR & MAINT						

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MNBAX244834 65729	FASTENAL COMPANY CABLE TIES - SHOP 230-5200-42220	04/22/2021 pziemer	05/19/2021	159.30	159.30	Open	N 05/19/2021
	REPAIR & MAINT			159.30			
MNBAX244927 65730	FASTENAL COMPANY SHOP SUPPLIES - MISC 230-5200-42220	04/27/2021 pziemer	05/19/2021	38.35	38.35	Open	N 05/19/2021
	REPAIR & MAINT			38.35			
	Total for vendor 0170 - FASTENAL COMPAN:			259.22	259.22		
Vendor 0177 - FIRST IMPRESSIO:							
80729 65717	FIRST IMPRESSION PRINTING RENTAL HOUSING CORRECTION NOTICES 101-2400-42210	05/03/2021 pziemer	05/19/2021	259.60	259.60	Open	N 05/19/2021
	OPERATING SUPPLIES			259.60			
	Total for vendor 0177 - FIRST IMPRESSIO:			259.60	259.60		
Vendor 3402 - FLEETPRIDE:							
73405498 65637	FLEETPRIDE TRUCK 106 SLACK ADJUSTER 235-3100-42220	05/06/2021 pziemer	05/19/2021	357.68	357.68	Open	N 05/19/2021
	REPAIR & MAINT			357.68			
	Total for vendor 3402 - FLEETPRIDE:			357.68	357.68		
Vendor 0071 - FORUM COMMUNICA:							
2252290/ENG 65644	FORUM COMMUNICATIONS COMPANY APRIL 2021 LEGAL NOTICES 401-9030-43350-20:05 401-9030-43350-20:06 401-1919-43350	04/30/2021 pziemer	05/19/2021	666.60	666.60	Open	N 05/19/2021
	LEGAL PUBLICATIONS			199.98			
	LEGAL PUBLICATIONS			199.98			
	LEGAL PUBLICATIONS			266.64			
2252290/TRANSIT 65645	FORUM COMMUNICATIONS COMPANY APRIL 2021 LEGAL NOTICES 203-9000-43350	04/30/2021 pziemer	05/19/2021	445.41	445.41	Open	N 05/19/2021
	PRINTING/LEGAL PUBLICATION			445.41			
2252290/COMDEV 65646	FORUM COMMUNICATIONS COMPANY APRIL 2021 LEGAL NOTICES 101-2400-43350 101-2400-43350 101-2400-43350 101-2400-43350 101-2400-43350	04/30/2021 pziemer	05/19/2021	484.80	484.80	Open	N 05/19/2021
	PRINTING/LEGAL PUBLICATION			75.75			
	PRINTING/LEGAL PUBLICATION			48.48			
	PRINTING/LEGAL PUBLICATION			75.75			
	PRINTING/LEGAL PUBLICATION			63.63			
	PRINTING/LEGAL PUBLICATION			60.60			

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	101-2400-43350	PRINTING/LEGAL PUBLICATION		160.59			
	Total for vendor 0071 - FORUM COMMUNICA:			1,596.81	1,596.81		
Vendor 1967 - FRONTIER PRECIS:							
232464 65740	FRONTIER PRECISION INC MAG NAILS 401-9030-43430	05/11/2021 pziemer	05/19/2021	84.14	84.14	Open	N 05/19/2021
	MISCELLANEOUS			84.14			
	Total for vendor 1967 - FRONTIER PRECIS:			84.14	84.14		
Vendor 0186 - GALLS LLC:							
018285774 65766	GALLS LLC 718 EXTERNAL VEST CARRIER 225-2120-41113	05/04/2021 pziemer	05/19/2021	85.00	85.00	Open	N 05/19/2021
	UNIFORM ALLOWANCE			85.00			
018285775 65767	GALLS LLC 721 EXTERNAL VEST CARRIER 225-2120-41113	05/04/2021 pziemer	05/19/2021	85.00	85.00	Open	N 05/19/2021
	UNIFORM ALLOWANCE			85.00			
018285776 65768	GALLS LLC 707 EXTERNAL VEST CARRIER 225-2120-41113	05/04/2021 pziemer	05/19/2021	85.00	85.00	Open	N 05/19/2021
	UNIFORM ALLOWANCE			85.00			
018305993 65769	GALLS LLC 703 EXTERNAL VEST CARRIER 225-2120-41113	05/06/2021 pziemer	05/19/2021	85.00	85.00	Open	N 05/19/2021
	UNIFORM ALLOWANCE			85.00			
018305994 65770	GALLS LLC 714 EXTERNAL VEST CARRIER 225-2120-41113	05/06/2021 pziemer	05/19/2021	85.00	85.00	Open	N 05/19/2021
	UNIFORM ALLOWANCE			85.00			
018305996 65771	GALLS LLC 721 UNIFORM SHIRTS 225-2120-41113	05/06/2021 pziemer	05/19/2021	93.00	93.00	Open	N 05/19/2021
	UNIFORM ALLOWANCE			93.00			
018305997 65772	GALLS LLC 724 EXTERNAL VEST CARRIER 225-2120-41113	05/06/2021 pziemer	05/19/2021	85.00	85.00	Open	N 05/19/2021
	UNIFORM ALLOWANCE			85.00			
018305998 65773	GALLS LLC 727 EXTERNAL VEST CARRIER	05/06/2021 pziemer	05/19/2021	85.00	85.00	Open	N 05/19/2021

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	GL Distribution 225-2120-41113	UNIFORM ALLOWANCE		85.00			
018305999 65774	GALLS LLC 728 & 712 EXTERNAL VEST CARRIER 225-2120-41113	05/06/2021 pziemer UNIFORM ALLOWANCE	05/19/2021	170.00 170.00	170.00	Open	N 05/19/2021
018306000 65775	GALLS LLC 726 EXTERNAL VEST CARRIER 225-2120-41113	05/06/2021 pziemer UNIFORM ALLOWANCE	05/19/2021	85.00 85.00	85.00	Open	N 05/19/2021
	Total for vendor 0186 - GALLS LLC:			943.00	943.00		
Vendor 0193 - GOODIN COMPANY:							
06588274-00 65617	GOODIN COMPANY BACKFLOW PREVENTERS 230-5280-42220 230-5200-42220	04/30/2021 pziemer REPAIR & MAINT REPAIR & MAINT	05/19/2021	139.50 63.36 76.14	139.50	Open	N 05/19/2021
06587878-00 65731	GOODIN COMPANY JCP RESTROOMS 230-5200-42220	04/26/2021 pziemer REPAIR & MAINT	05/19/2021	31.11 31.11	31.11	Open	N 05/19/2021
	Total for vendor 0193 - GOODIN COMPANY:			170.61	170.61		
Vendor 1913 - GRAND FORKS FIR:							
31599 65656	GRAND FORKS FIRE EQUIPMENT LLC BOOTS 225-2220-42250	04/27/2021 pziemer PERSONAL PROTECTIVE GEAR	05/19/2021	455.31 455.31	455.31	Open	N 05/19/2021
	Total for vendor 1913 - GRAND FORKS FIR:			455.31	455.31		
Vendor 1496 - HALLMARK EMBLEM:							
194249 65747	HALLMARK EMBLEMS INC UNIFORM PATCHES BPD 225-2120-41113	05/10/2021 pziemer UNIFORM ALLOWANCE	05/19/2021	719.53 719.53	719.53	Open	N 05/19/2021
	Total for vendor 1496 - HALLMARK EMBLEM:			719.53	719.53		
Vendor 0200 - HEARTLAND ANIMA:							
APRIL 2021 65638	HEARTLAND ANIMAL RESCUE APR 2021 BOARDING/ADMIN FEE 225-2700-43300	04/30/2021 pziemer PROFESSIONAL SERVICES	05/19/2021	2,483.00 1,812.00	2,483.00	Open	N 05/19/2021

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	225-2700-43430	MISCELLANEOUS		671.00			
	Total for vendor 0200 - HEARTLAND ANIMA:			2,483.00	2,483.00		
Vendor 0201 - HEARTLAND TIRE:							
15014663 65709	HEARTLAND TIRE SERVICE INC SWEEPER 118 TIRES 235-3100-42220	05/11/2021 pziemer	05/19/2021	754.42	754.42	Open	N 05/19/2021
	REPAIR & MAINT			754.42			
	Total for vendor 0201 - HEARTLAND TIRE:			754.42	754.42		
Vendor 0209 - HEARTLAND TIRE:							
15014563 65603	HEARTLAND TIRE INC. TRUCK 106 DOT REQUIRED TIRES 235-3125-42220	05/04/2021 pziemer	05/19/2021	626.52	626.52	Open	N 05/19/2021
	REPAIR & MAINT			626.52			
3024393 65707	HEARTLAND TIRE INC. SQD 433 - 1 TIRE 225-2120-42221	05/11/2021 pziemer	05/19/2021	165.01	165.01	Open	N 05/19/2021
	SQUAD CAR REPAIR SUPPLIES			165.01			
	Total for vendor 0209 - HEARTLAND TIRE:			791.53	791.53		
Vendor 3636 - HRGREEN:							
143328 65701	HRGREEN IMP 20-08 THROUGH 4/30/21 401-9030-43300-20:08	05/07/2021 pziemer	05/19/2021	1,539.75	1,539.75	Open	N 05/19/2021
	PROFESSIONAL SERVICES			1,539.75			
143451 65743	HRGREEN IMP 1405 PROFESSIONAL SERVICES 401-1415-43300	05/12/2021 pziemer	05/19/2021	433.65	433.65	Open	N 05/19/2021
	PROFESSIONAL SERVICES			433.65			
143334 65776	HRGREEN IMP 21-11 THROUGH 4/30/21 401-9030-43300	05/07/2021 pziemer	05/19/2021	3,990.00	3,990.00	Open	N 05/19/2021
	PROFESSIONAL SERVICES			3,990.00			
	Total for vendor 3636 - HRGREEN:			5,963.40	5,963.40		
Vendor 0770 - INITIATIVE FOUN:							
12111 65593	INITIATIVE FOUNDATION 2021 ENDOWMENT 295-6510-43435	04/01/2021 pziemer	05/19/2021	5,350.00	5,350.00	Open	N 05/19/2021
	BOOKS/PAMPHLETS/DUES			5,350.00			
	Total for vendor 0770 - INITIATIVE FOUN:			5,350.00	5,350.00		

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Vendor 3202 - INNOVATIVE OFFI:							
IN3341469 65606	INNOVATIVE OFFICE SOLUTIONS LLC LEGAL PADS & NOTEBOOKS 225-2120-42200	05/04/2021 pziemer	05/19/2021	21.40	21.40	Open	N 05/19/2021
	OFFICE SUPPLIES			21.40			
	Total for vendor 3202 - INNOVATIVE OFFI:			21.40	21.40		
Vendor 3488 - JEFFERSON FIRE:							
IN128792 65657	JEFFERSON FIRE & SAFETY CLASS A FOAM 225-2220-42210	04/12/2021 pziemer	05/19/2021	900.00	900.00	Open	N 05/19/2021
	OPERATING SUPPLIES			900.00			
	Total for vendor 3488 - JEFFERSON FIRE:			900.00	900.00		
Vendor 1512 - KIRVIDA FIRE IN:							
9546 65658	KIRVIDA FIRE INC E3 SNAP ROLLER SWITCH 225-2220-42220	04/26/2021 pziemer	05/19/2021	47.00	47.00	Open	N 05/19/2021
	REPAIR & MAINT			47.00			
	Total for vendor 1512 - KIRVIDA FIRE IN:			47.00	47.00		
Vendor 0223 - L & M STEEL:							
033128 65710	L & M STEEL WATER TOWER STENCIL - CROSSWALKS 235-3170-42210	05/11/2021 pziemer	05/19/2021	216.41	216.41	Open	N 05/19/2021
	OPERATING SUPPLIES			216.41			
	Total for vendor 0223 - L & M STEEL:			216.41	216.41		
Vendor 3188 - LARSON, JUSTIN:							
4/30/21 65595	LARSON, JUSTIN CORDS FOR SURVEY EQUIPMENT REIMBURSEMENT 401-9030-41101	04/30/2021 pziemer	05/19/2021	59.98	59.98	Open	N 05/19/2021
	CONSTRUCTION MISC			59.98			
	Total for vendor 3188 - LARSON, JUSTIN:			59.98	59.98		
Vendor 0232 - LMCIT-BERKLEY:							
40001339/1ST & 2ND 65665	LEAGUE MN CITIES INS TRUS 3/1/21-3/1/22 1ST & 2ND INSTALLMENT 101-1400-43361 101-1700-43361 101-1700-43363	05/04/2021 pziemer	05/19/2021	106,078.00	106,078.00	Open	N 05/19/2021
	INS - GENERAL LIABILITY			710.50			
	INS - GENERAL LIABILITY			419.00			
	INS - AUTO			309.00			

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	GL Distribution						
	101-1800-43361	INS - GENERAL LIABILITY		275.50			
	101-1940-43361	INS - GENERAL LIABILITY		24.00			
	101-2400-43361	INS - GENERAL LIABILITY		524.00			
	101-2400-43363	INS - AUTO		549.00			
	101-9200-43361	INS - GENERAL LIABILITY		5,343.00			
	101-9200-43362	INS - PROPERTY		3,616.50			
	101-9200-43363	INS - AUTO		264.00			
	101-9200-43365	INS - OTHER		1,406.50			
	203-9000-43361	INS - GENERAL LIABILITY		591.50			
	203-9000-43363	INS - AUTO		11,149.00			
	203-9000-43365	INS - OTHER		123.50			
	225-2120-43361	INS - GENERAL LIABILITY		24,934.50			
	225-2120-43362	INS - PROPERTY		843.50			
	225-2120-43363	INS - AUTO		12,424.50			
	225-2120-43365	INS - OTHER		452.50			
	225-2220-43361	INS - GENERAL LIABILITY		639.00			
	225-2220-43362	INS - PROPERTY		1,226.50			
	225-2220-43363	INS - AUTO		2,088.00			
	225-2220-43365	INS - OTHER		349.50			
	235-3100-43361	INS - GENERAL LIABILITY		4,904.50			
	235-3100-43362	INS - PROPERTY		1,698.00			
	235-3100-43363	INS - AUTO		1,959.00			
	235-3100-43365	INS - OTHER		1,280.50			
	230-5200-43361	INS - GENERAL LIABILITY		1,200.50			
	230-5200-43362	INS - PROPERTY		17,585.00			
	230-5200-43363	INS - AUTO		1,149.50			
	230-5200-43365	INS - OTHER		487.50			
	211-5500-43361	INS - GENERAL LIABILITY		45.00			
	211-5500-43362	INS - PROPERTY		2,746.50			
	211-5500-43365	INS - OTHER		246.50			
	237-3190-43361	INS - GENERAL LIABILITY		1,401.50			
	237-3190-43362	INS - PROPERTY		485.00			
	237-3190-43363	INS - AUTO		559.50			
	237-3190-43365	INS - OTHER		366.00			
	238-3160-43361	INS - GENERAL LIABILITY		700.50			
	238-3160-43362	INS - PROPERTY		242.50			
	238-3160-43363	INS - AUTO		280.00			
	238-3160-43365	INS - OTHER		183.00			
	295-6510-43361	INS - GENERAL LIABILITY		44.50			
	260-9020-43365	INS - OTHER		250.00			
	Total for vendor 0232 - LMCIT-BERKLEY:			106,078.00	106,078.00		

Vendor 1753 - MARCO:

INV8677257

65592

MARCO

04/23/2021

05/19/2021

546.00

546.00

Open

N

LICENSE KEY SET UP FOR INSTALLED CAMpziemer

05/19/2021

101-1800-43309

COMPUTER SUPPORT

546.00

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INV8717953 65690	MARCO CISCO FLEX SUBSCRIPTION 3/27/21 - 3/21/21 101-1800-43309 101-0000-15500	05/05/2021 pziemer	05/19/2021	2,682.00 2,011.50 670.50	2,682.00	Open	N 05/19/2021
	Total for vendor 1753 - MARCO:			3,228.00	3,228.00		
Vendor 1384 - MARTIN-MCALLIST:							
13850 65607	MARTIN-MCALLISTER POLICE ASSESSMENT/POTENTIAL HIRES 225-2120-43300	04/30/2021 pziemer	05/19/2021	550.00 550.00	550.00	Open	N 05/19/2021
	Total for vendor 1384 - MARTIN-MCALLIST:			550.00	550.00		
Vendor 0889 - MENARDS - BAXTE:							
52890 65732	MENARDS - BAXTER MMP CONCESSIONS SHELVING 230-5200-42220	04/19/2021 pziemer	05/19/2021	407.28 407.28	407.28	Open	N 05/19/2021
	REPAIR & MAINT						
52989 65733	MENARDS - BAXTER MMP RETURN CONCESSIONS SHELVING 230-5200-42220	04/21/2021 pziemer	05/19/2021	(359.92) (359.92)	(359.92)	Open	N 05/19/2021
	REPAIR & MAINT						
52991 65734	MENARDS - BAXTER MMP CONCESSIONS SHELVING 230-5200-42220	04/21/2021 pziemer	05/19/2021	279.76 279.76	279.76	Open	N 05/19/2021
	REPAIR & MAINT						
	Total for vendor 0889 - MENARDS - BAXTE:			327.12	327.12		
Vendor 2949 - MIDDAGH, SHAWN:							
5/5/21 65604	MIDDAGH, SHAWN SAFETY TOE BOOT REIMBURSEMENT 235-3100-42220	05/05/2021 pziemer	05/19/2021	99.99 99.99	99.99	Open	N 05/19/2021
	REPAIR & MAINT						
	Total for vendor 2949 - MIDDAGH, SHAWN:			99.99	99.99		
Vendor 0254 - MILLS MOTORS IN:							
555340 65689	MILLS MOTORS INC BUS 119 REPAIRS - LESS SALES TAX 203-9000-43401	05/07/2021 pziemer	05/19/2021	1,562.49 1,562.49	1,562.49	Open	N 05/19/2021
	VEHICLE REPAIRS						
	Total for vendor 0254 - MILLS MOTORS IN:			1,562.49	1,562.49		

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Vendor 3734 - MINNESOTA MAKERSPACE LLC:							
1080 65481	MINNESOTA MAKERSPACE LLC 50% SESQUECENTENNIAL BANNERS 101-9200-43438	04/26/2021 pziemer	05/19/2021	5,937.50	5,937.50	Open	N 05/19/2021
	MISC SPECIAL PROJECTS			5,937.50			
	Total for vendor 3734 - MINNESOTA MAKERSPACE LLC:			5,937.50	5,937.50		
Vendor 0264 - MN DEPT LABOR &:							
ABR0258081X 65735	MN DEPT LABOR & INDUSTRY 210886 PRESSURE VESSEL - PARKS COMPRE 230-5200-43430	04/29/2021 pziemer	05/19/2021	10.00	10.00	Open	N 05/19/2021
	MISCELLANEOUS			10.00			
	Total for vendor 0264 - MN DEPT LABOR &:			10.00	10.00		
Vendor 0445 - MN FIRE SERVICE:							
8814 65692	MN FIRE SERVICE CERTIFICATION BOARD FF I CERTIFICATION TESTING 225-2220-43330	05/06/2021 pziemer	05/19/2021	120.00	120.00	Open	N 05/19/2021
	PROFESSIONAL DEVELOPMENT			120.00			
	Total for vendor 0445 - MN FIRE SERVICE:			120.00	120.00		
Vendor 2688 - MN SECRETARY OF:							
21 - GAGE 65702	MN SECRETARY OF STATE - NOTARY GAGE - NOTARY NEW - CH ADMIN 101-1400-43433	05/11/2021 pziemer	05/19/2021	120.00	120.00	Open	N 05/19/2021
	DUES & SUBSCRIPTIONS			120.00			
	Total for vendor 2688 - MN SECRETARY OF:			120.00	120.00		
Vendor 1021 - MOTOROLA:							
1187050152 65660	MOTOROLA RADIO 404-9055-45500	04/20/2021 pziemer	05/19/2021	5,187.90	5,187.90	Open	N 05/19/2021
	BUILDING CAPITAL			5,187.90			
	Total for vendor 1021 - MOTOROLA:			5,187.90	5,187.90		
Vendor 3168 - MOTORS-N-MORE:							
28334 65608	MOTORS-N-MORE SQD 429 OIL CHANGE 225-2120-42221	04/30/2021 pziemer	05/19/2021	23.00	23.00	Open	N 05/19/2021
	SQUAD CAR REPAIR SUPPLIES			23.00			

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28343 65633	MOTORS-N-MORE SQD 443 OIL CHANGE 225-2120-42221	05/06/2021 pziemer	05/19/2021	23.00	23.00	Open	N 05/19/2021
	SQUAD CAR REPAIR SUPPLIES			23.00			
	Total for vendor 3168 - MOTORS-N-MORE:			46.00	46.00		

Vendor 1449 - M-R SIGN CO., I:

211880 65596	M-R SIGN CO., INC. STREET SIGNS 401-9030-42210-21:08	04/27/2021 pziemer	05/19/2021	370.70	370.70	Open	N 05/19/2021
	OPERATING SUPPLIES			370.70			
211851 65597	M-R SIGN CO., INC. STREET SIGNS 235-3170-42210	04/26/2021 pziemer	05/19/2021	100.41	100.41	Open	N 05/19/2021
	OPERATING SUPPLIES			100.41			
211852 65739	M-R SIGN CO., INC. LUM PARK SIGNAGE 230-5200-42220	04/26/2021 pziemer	05/19/2021	450.53	450.53	Open	N 05/19/2021
	REPAIR & MAINT			450.53			
	Total for vendor 1449 - M-R SIGN CO., I:			921.64	921.64		

Vendor 0273 - NAPA AUTO PARTS:

401989 65601	NAPA AUTO PARTS 2XL NITIRLE GLOVES 237-3190-42220	05/04/2021 pziemer	05/19/2021	184.90	184.90	Open	N 05/19/2021
	REPAIR & MAINT			184.90			
400552 65653	NAPA AUTO PARTS DEXMERCATF 225-2220-42210	04/29/2021 pziemer	05/19/2021	46.54	46.54	Open	N 05/19/2021
	OPERATING SUPPLIES			46.54			
400986 65654	NAPA AUTO PARTS FLOOR DRY 225-2220-42210	04/30/2021 pziemer	05/19/2021	45.85	45.85	Open	N 05/19/2021
	OPERATING SUPPLIES			45.85			
403986 65704	NAPA AUTO PARTS COOLANT AND ANTI-SEIZE 235-3100-42220	05/11/2021 pziemer	05/19/2021	30.67	30.67	Open	N 05/19/2021
	REPAIR & MAINT			30.67			
	Total for vendor 0273 - NAPA AUTO PARTS:			307.96	307.96		

Vendor 1965 - NORTH CENTRAL B:

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
93158 65618	NORTH CENTRAL BUS SALES TRANSIT REPAIRS 203-9000-42220	04/30/2021 pziemer	05/19/2021	1,952.96	1,952.96	Open	N 05/19/2021
	REPAIR & MAINT			1,952.96			
	Total for vendor 1965 - NORTH CENTRAL B:			1,952.96	1,952.96		

Vendor 3725 - NORTH RISK PARTNERS:

4479466							
65626	NORTH RISK PARTNERS	05/03/2021	05/19/2021	9,500.00	9,500.00	Open	N
	CONSULTING FEE 2ND HALF 11/01/20-11/01/21						05/19/2021
	101-1400-43300	PROFESSIONAL SERVICES		3,990.00			
	101-0000-14100	DUE FROM COMPONENT UNIT		4,180.00			
	101-0000-14100	DUE FROM COMPONENT UNIT		1,330.00			
	Total for vendor 3725 - NORTH RISK PARTNERS:			9,500.00	9,500.00		

Vendor 0284 - OFFICE SHOP:

1095370-0 65591	OFFICE SHOP HEADPHONES QTY 3 - CITY HALL 101-1940-42200	05/03/2021 pziemer	05/19/2021	7.99	7.99	Open	N 05/19/2021
	OFFICE SUPPLIES			7.99			
1095666-0 65599	OFFICE SHOP PENCILS - OFFICE SUPPLIES 101-1940-42200	05/04/2021 pziemer	05/19/2021	24.48	24.48	Open	N 05/19/2021
	OFFICE SUPPLIES			24.48			
1095370-1 65600	OFFICE SHOP HEADPHONES - QTY 2 CITY HALL 101-1940-42200	05/03/2021 pziemer	05/19/2021	15.98	15.98	Open	N 05/19/2021
	OFFICE SUPPLIES			15.98			
1095725-0 65627	OFFICE SHOP CITY HALL OFFICE SUPPLIES - INTERNS 101-1940-42200	05/05/2021 pziemer	05/19/2021	45.65	45.65	Open	N 05/19/2021
	OFFICE SUPPLIES			45.65			
1095725-1 65639	OFFICE SHOP OFFICE SUPPLIES -LABELS 101-1940-42200	05/07/2021 pziemer	05/19/2021	4.38	4.38	Open	N 05/19/2021
	OFFICE SUPPLIES			4.38			
1095859-0 65663	OFFICE SHOP BINDERS - ENGINEERING 101-1940-42200	05/10/2021 pziemer	05/19/2021	8.70	8.70	Open	N 05/19/2021
	OFFICE SUPPLIES			8.70			

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1095873-0 65664	OFFICE SHOP BINDERS - ENGINEERING 101-1940-42200	05/10/2021 pziemer	05/19/2021	15.32	15.32	Open	N 05/19/2021
	OFFICE SUPPLIES			15.32			
1095862-0 65715	OFFICE SHOP CITY HALL OFFICE SUPPLIES 101-1940-42200	05/10/2021 pziemer	05/19/2021	153.49	153.49	Open	N 05/19/2021
	OFFICE SUPPLIES			153.49			
1095862-1 65716	OFFICE SHOP OFFICE SUPPLIES - SIGN HERE TAGS 101-1940-42200	05/11/2021 pziemer	05/19/2021	10.75	10.75	Open	N 05/19/2021
	OFFICE SUPPLIES			10.75			
1095100-0 65736	OFFICE SHOP 10X13 CLASP ENVELOPES 230-5200-42200	04/21/2021 pziemer	05/19/2021	13.47	13.47	Open	N 05/19/2021
	OFFICE SUPPLIES			13.47			
1095863-0 65741	OFFICE SHOP POST-ITS - TRANSIT 203-9000-42200	05/10/2021 pziemer	05/19/2021	7.03	7.03	Open	N 05/19/2021
	OFFICE SUPPLIES			7.03			
1095982-0 65742	OFFICE SHOP PENS/POST ITS - CITY HALL 101-1940-42200	05/11/2021 pziemer	05/19/2021	38.35	38.35	Open	N 05/19/2021
	OFFICE SUPPLIES			38.35			
	Total for vendor 0284 - OFFICE SHOP:			345.59	345.59		
Vendor 3474 - PAULINES TAILOR:							
976329 65634	PAULINES TAILOR SHOP UNIFORM ALTERATIONS 225-2120-41113	04/30/2021 pziemer	05/19/2021	142.00	142.00	Open	N 05/19/2021
	UNIFORM ALLOWANCE			142.00			
976330 65691	PAULINES TAILOR SHOP PATCHES/REPAIR 225-2220-41113	04/30/2021 pziemer	05/19/2021	26.00	26.00	Open	N 05/19/2021
	UNIFORM ALLOWANCE			26.00			
	Total for vendor 3474 - PAULINES TAILOR:			168.00	168.00		
Vendor 3436 - PRODUCTIVE ALTE:							
INV00067228 65703	PRODUCTIVE ALTERNATIVES APRIL 2021 THIRD PARTY SERVICES 203-9000-42212	04/30/2021 pziemer	05/19/2021	65,463.65	65,463.65	Open	N 05/19/2021
	MOTOR FUELS			3,596.35			

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	GL Distribution						
	203-9000-43401	VEHICLE REPAIRS		6,100.10			
	203-9000-43440	TRANSIT SERVICE CONTRACT PY		55,767.20			
	Total for vendor 3436 - PRODUCTIVE ALTE:			65,463.65	65,463.65		
Vendor 3410 - ROUTE MATCH SOF:							
5219							
65580	ROUTE MATCH SOFTWARE LLC	05/01/2021	05/19/2021	2,126.25	2,126.25	Open	N
	ANNUAL HOSTING FEE QTY 2 USERS 7/1/21	pziemer					05/19/2021
	203-9000-43309	COMPUTER TECHINCAL SUPPORT		1,063.12			
	203-0000-15510	PREPAID OTHER		1,063.13			
	Total for vendor 3410 - ROUTE MATCH SOF:			2,126.25	2,126.25		
Vendor 3768 - SADUSKY RENOVATIONS:							
23							
65630	SADUSKY RENOVATIONS	05/04/2021	05/19/2021	1,731.85	1,731.85	Open	N
	4/19-4/30 INSPECTION SERVICES	pziemer					05/19/2021
	101-2400-43300	PROFESSIONAL SERVICES		1,731.85			
	Total for vendor 3768 - SADUSKY RENOVATIONS:			1,731.85	1,731.85		
Vendor 3612 - SEVERSON PORTER:							
ICR 20013711							
65642	SEVERSON PORTER LAW	05/07/2021	05/19/2021	150.00	150.00	Open	N
	ICR 20013711	pziemer					05/19/2021
	224-0000-22800	OTHER LIABILITIES		150.00			
	Total for vendor 3612 - SEVERSON PORTER:			150.00	150.00		
Vendor 0655 - SOTHERS STUDIO:							
23280							
65609	SOTHERS STUDIO	05/01/2021	05/19/2021	184.00	184.00	Open	N
	OFFICER OF THE YEAR PHOTO	pziemer					05/19/2021
	225-2120-43300	PROFESSIONAL SERVICES		184.00			
	Total for vendor 0655 - SOTHERS STUDIO:			184.00	184.00		
Vendor 0322 - STREICHERS PROF:							
I1499329							
65610	STREICHERS PROF EQUIP	04/26/2021	05/19/2021	26.99	26.99	Open	N
	723JE INTITIAL ISSUE	pziemer					05/19/2021
	225-2120-41113	UNIFORM ALLOWANCE		26.99			
I1499365							
65611	STREICHERS PROF EQUIP	04/26/2021	05/19/2021	109.97	109.97	Open	N
	EARPIECES	pziemer					05/19/2021
	225-2120-41113	UNIFORM ALLOWANCE		109.97			

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I1500376 65612	STREICHERS PROF EQUIP RADIO COMMUNICATIONS REPAIRS 225-2131-42210	04/30/2021 pziemer	05/19/2021	420.00 420.00	420.00	Open	N 05/19/2021
I1500772 65635	STREICHERS PROF EQUIP J SCHOLTEN - INITIAL ISSUE 225-2120-41113	05/03/2021 pziemer	05/19/2021	896.83 896.83	896.83	Open	N 05/19/2021
I1500828 65636	STREICHERS PROF EQUIP J SCHOLTEN INITIAL ISSUE 225-2120-41113	05/03/2021 pziemer	05/19/2021	6.99 6.99	6.99	Open	N 05/19/2021
CM289008 65681	STREICHERS PROF EQUIP 720 - EXTERNAL VEST CARRIER/RETURN 225-2120-41113	04/15/2021 pziemer	05/19/2021	(110.53) (110.53)	(110.53)	Open	N 05/19/2021
CM289009 65682	STREICHERS PROF EQUIP 729 - EXTERNAL VEST CARRIER RETURN 225-2120-41113	04/15/2021 pziemer	05/19/2021	(110.53) (110.53)	(110.53)	Open	N 05/19/2021
CM289177 65683	STREICHERS PROF EQUIP 719 EXTERNAL VEST CARRIER/RETURN 225-2120-41113	05/03/2021 pziemer	05/19/2021	(110.53) (110.53)	(110.53)	Open	N 05/19/2021
CM289213 65684	STREICHERS PROF EQUIP 707 BODY ARMOR/VEST RETURN 225-2120-41113	05/06/2021 pziemer	05/19/2021	(1,274.98) (1,274.98)	(1,274.98)	Open	N 05/19/2021
I1501099 65685	STREICHERS PROF EQUIP 720 EXTERNAL VEST CARRIER 225-2120-41113	05/04/2021 pziemer	05/19/2021	101.98 101.98	101.98	Open	N 05/19/2021
I1501100 65686	STREICHERS PROF EQUIP 729 EXTERNAL VEST CARRIER 225-2120-41113	05/04/2021 pziemer	05/19/2021	101.98 101.98	101.98	Open	N 05/19/2021
I1501102 65687	STREICHERS PROF EQUIP 729 VEST CARRIER 225-2120-41113	05/04/2021 pziemer	05/19/2021	111.97 111.97	111.97	Open	N 05/19/2021

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I1501496 65688	STREICHERS PROF EQUIP J SCHOLTEN - INITIAL ISSUE 225-2120-41113	05/05/2021 pziemer	05/19/2021	23.98	23.98	Open	N 05/19/2021
	UNIFORM ALLOWANCE			23.98			
I1486922 65708	STREICHERS PROF EQUIP 705 UNIFORM VEST CARRIER 225-2120-41113	04/01/2021 pziemer	05/19/2021	111.97	111.97	Open	N 05/19/2021
	UNIFORM ALLOWANCE			111.97			
	Total for vendor 0322 - STREICHERS PROF:			306.09	306.09		

Vendor 0344 - WASTE PARTNERS:

14X13677 65585	WASTE PARTNERS INC APR 21 CITY HALL WASTE REMOVAL 101-1940-43380	04/30/2021 pziemer UTILITIES	05/19/2021	98.50 98.50	98.50	Open	N 05/19/2021
14X13678 65586	WASTE PARTNERS INC APR 21 DOWNTOWN WASTE REMOVAL 401-1003-43300	04/30/2021 pziemer PROFESSIONAL SERVICES	05/19/2021	193.03 193.03	193.03	Open	N 05/19/2021
14X13676 65587	WASTE PARTNERS INC APR 21 FD WASTE REMOVAL 225-2220-43380	04/30/2021 pziemer UTILITIES	05/19/2021	93.60 93.60	93.60	Open	N 05/19/2021
14X13679 65588	WASTE PARTNERS INC APR 21 POLICE DEPT WASTE REMOVAL 225-2120-43380	04/30/2021 pziemer UTILITIES	05/19/2021	112.75 112.75	112.75	Open	N 05/19/2021
14X13675 65589	WASTE PARTNERS INC APR 21 STREETS WASTE REMOVAL 235-3100-43380	04/30/2021 pziemer UTILITIES	05/19/2021	128.70 128.70	128.70	Open	N 05/19/2021
14X13680 65590	WASTE PARTNERS INC APR 21 WASTE OIL REMOVAL 227-3230-43428	04/30/2021 pziemer USED OIL RECYCLING EXPENSE	05/19/2021	58.50 58.50	58.50	Open	N 05/19/2021
14X13674 65737	WASTE PARTNERS INC APR 21 PARKS WASTE REMOVAL 230-5200-43380	04/30/2021 pziemer UTILITIES	05/19/2021	421.20 421.20	421.20	Open	N 05/19/2021
Total for vendor 0344 - WASTE PARTNERS:				1,106.28	1,106.28		

Vendor 3199 - WEX BANK:

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
71458462/COM DEV 65619	WEX BANK APRIL 2021 COM DEV FUEL 101-2400-42212 101-2400-42220	04/30/2021 pziemer MOTOR FUELS REPAIR & MAINT	05/19/2021	127.93 119.93 8.00	127.93	Open	N 05/19/2021
71458462/ENG 65620	WEX BANK APR 21 ENG FUEL 401-9030-42212	04/30/2021 pziemer MOTOR FUELS	05/19/2021	59.70 59.70	59.70	Open	N 05/19/2021
71458462/FD 65621	WEX BANK APRIL 2021 FIRE DEPT FUEL 225-2220-42212	04/30/2021 pziemer MOTOR FUELS	05/19/2021	1,344.26 1,344.26	1,344.26	Open	N 05/19/2021
71458462/PARKS 65622	WEX BANK APRIL 2021 PARKS FUEL 230-5200-42212	04/30/2021 pziemer MOTOR FUELS	05/19/2021	620.43 620.43	620.43	Open	N 05/19/2021
71458462/PD 65623*	WEX BANK APRIL 2021 POLICE DEPT FUEL 225-2120-42212 225-2120-42212	04/30/2021 pziemer MOTOR FUELS MOTOR FUELS	05/19/2021	3,649.75 3,718.05 (68.30)	3,649.75	Open	N 05/19/2021
71458462/STREETS 65624*	WEX BANK APRIL 2021 STREET DEPT FUEL 235-3100-42212 235-3100-42212 237-3190-42212	04/30/2021 pziemer MOTOR FUELS MOTOR FUELS MOTOR FUELS	05/19/2021	4,004.74 2,983.57 (1.07) 1,022.24	4,004.74	Open	N 05/19/2021
Total for vendor 3199 - WEX BANK:				9,806.81	9,806.81		

Vendor 1159 - WINNERS TROPHY/:

11413 65738	WINNERS TROPHY LUM PARK PLAQUES FLOWER BED - DISC G 230-5200-42220	04/26/2021 pziemer REPAIR & MAINT	05/19/2021	50.00 50.00	50.00	Open	N 05/19/2021
Total for vendor 1159 - WINNERS TROPHY/:				50.00	50.00		

# of Invoices:	187	# Due:	187	Totals:	523,410.41	523,410.41
# of Credit Memos:	7	# Due:	7	Totals:	(1,998.98)	(1,998.98)
Net of Invoices and Credit Memos:				521,411.43	521,411.43	

* 2 Net Invoices have Credits Totalling: (69.37)

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--- TOTALS BY GL DISTRIBUTION ---							
101-0000-14100	DUE FROM COMPONENT UNIT			5,510.00			
101-0000-15500	PREPAID EXPENSE			670.50			
101-1400-43300	PROFESSIONAL SERVICES			3,990.00			
101-1400-43321	TELEPHONE			5.91			
101-1400-43361	INS - GENERAL LIABILITY			710.50			
101-1400-43433	DUES & SUBSCRIPTIONS			120.00			
101-1700-43321	TELEPHONE			3.47			
101-1700-43331	LEASE PAYMENTS			1,068.82			
101-1700-43361	INS - GENERAL LIABILITY			419.00			
101-1700-43363	INS - AUTO			309.00			
101-1800-43309	COMPUTER SUPPORT			2,557.50			
101-1800-43321	TELEPHONE			983.17			
101-1800-43361	INS - GENERAL LIABILITY			275.50			
101-1910-43438	SPECIAL PROJECTS			8,000.00			
101-1940-42200	OFFICE SUPPLIES			325.09			
101-1940-42220	REPAIR & MAINT			92.67			
101-1940-43321	TELEPHONE			54.46			
101-1940-43331	LEASE PAYMENTS			313.22			
101-1940-43361	INS - GENERAL LIABILITY			24.00			
101-1940-43380	UTILITIES			98.50			
101-1940-43381	BPU UTILITIES			1,358.15			
101-2400-42210	OPERATING SUPPLIES			259.60			
101-2400-42212	MOTOR FUELS			119.93			
101-2400-42220	REPAIR & MAINT			8.00			
101-2400-43300	PROFESSIONAL SERVICES			1,731.85			
101-2400-43321	TELEPHONE			7.97			
101-2400-43331	LEASE EXPENSE			357.61			
101-2400-43350	PRINTING/LEGAL PUBLICATION			484.80			
101-2400-43361	INS - GENERAL LIABILITY			524.00			
101-2400-43363	INS - AUTO			549.00			
101-9200-43300	PROFESSIONAL SERVICES			22,425.00			
101-9200-43361	INS - GENERAL LIABILITY			5,343.00			
101-9200-43362	INS - PROPERTY			3,616.50			
101-9200-43363	INS - AUTO			264.00			
101-9200-43365	INS - OTHER			1,406.50			
101-9200-43381	BPU UTILITIES			114.21			
101-9200-43438	MISC SPECIAL PROJECTS			5,937.50			
203-0000-15510	PREPAID OTHER			1,063.13			
203-9000-42200	OFFICE SUPPLIES			7.03			
203-9000-42212	MOTOR FUELS			3,596.35			
203-9000-42220	REPAIR & MAINT			1,952.96			
203-9000-43309	COMPUTER TECHINCAL SUPPORT			1,063.12			
203-9000-43321	TELEPHONE			6.12			
203-9000-43350	PRINTING/LEGAL PUBLICATION			445.41			
203-9000-43361	INS - GENERAL LIABILITY			591.50			
203-9000-43363	INS - AUTO			11,149.00			
203-9000-43365	INS - OTHER			123.50			
203-9000-43401	VEHICLE REPAIRS			7,662.59			
203-9000-43440	TRANSIT SERVICE CONTRACT PY			55,767.20			
211-5500-42220	REPAIR & MAINT			625.00			
211-5500-43361	INS - GENERAL LIABILITY			45.00			
211-5500-43362	INS - PROPERTY			2,746.50			
211-5500-43365	INS - OTHER			246.50			
211-5500-43381	BPU UTILITIES			1,622.88			
223-2140-42210	OPERATING SUPPLIES			115.00			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
224-0000-22800	OTHER LIABILITIES			150.00			
224-2150-42210	OPERATING SUPPLIES			270.00			
225-2120-41113	UNIFORM ALLOWANCE			1,690.62			
225-2120-42200	OFFICE SUPPLIES			21.40			
225-2120-42212	MOTOR FUELS			3,649.75			
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			219.98			
225-2120-43300	PROFESSIONAL SERVICES			734.00			
225-2120-43309	COMPUTER TECHNICAL SUPPORT			821.58			
225-2120-43321	TELEPHONE			1,322.67			
225-2120-43331	LEASED PAYMENTS			7,575.55			
225-2120-43361	INS - GENERAL LIABILITY			24,934.50			
225-2120-43362	INS - PROPERTY			843.50			
225-2120-43363	INS - AUTO			12,424.50			
225-2120-43365	INS - OTHER			452.50			
225-2120-43380	UTILITIES			112.75			
225-2120-43381	BPU UTILITIES			4,255.76			
225-2120-43430	MISCELLANEOUS			59.00			
225-2131-42210	OPERATING SUPPLIES			420.00			
225-2220-41113	UNIFORM ALLOWANCE			858.07			
225-2220-42210	OPERATING SUPPLIES			1,120.04			
225-2220-42212	MOTOR FUELS			1,344.26			
225-2220-42220	REPAIR & MAINT			162.83			
225-2220-42250	PERSONAL PROTECTIVE GEAR			455.31			
225-2220-43321	TELEPHONE			18.75			
225-2220-43330	PROFESSIONAL DEVELOPMENT			1,120.00			
225-2220-43331	LEASED PAYMENTS			849.48			
225-2220-43361	INS - GENERAL LIABILITY			639.00			
225-2220-43362	INS - PROPERTY			1,226.50			
225-2220-43363	INS - AUTO			2,088.00			
225-2220-43365	INS - OTHER			349.50			
225-2220-43380	UTILITIES			93.60			
225-2220-43381	BPU UTILITIES			2,394.77			
225-2700-43300	PROFESSIONAL SERVICES			1,812.00			
225-2700-43430	MISCELLANEOUS			671.00			
227-3230-43428	USED OIL RECYCLING EXPENSE			58.50			
230-5200-42200	OFFICE SUPPLIES			13.47			
230-5200-42210	OPERATING SUPPLIES			140.85			
230-5200-42212	MOTOR FUELS			620.43			
230-5200-42220	REPAIR & MAINT			1,279.61			
230-5200-43321	TELEPHONE			42.55			
230-5200-43331	LEASE PAYMENTS			2,433.36			
230-5200-43361	INS - GENERAL LIABILITY			1,200.50			
230-5200-43362	INS - PROPERTY			17,585.00			
230-5200-43363	INS - AUTO			1,149.50			
230-5200-43365	INS - OTHER			487.50			
230-5200-43380	UTILITIES			421.20			
230-5200-43381	BPU UTILITIES			3,020.55			
230-5200-43430	MISCELLANEOUS			10.00			
230-5215-42210	OPERATING SUPPLIES			24.27			
230-5280-42220	REPAIR & MAINT			63.36			
230-5280-43380	UTILITIES			97.36			
235-3100-42212	MOTOR FUELS			2,982.50			
235-3100-42220	REPAIR & MAINT			2,683.64			
235-3100-42240	SMALL TOOLS			125.95			
235-3100-43321	TELEPHONE			76.90			
235-3100-43331	LEASE PAYMENTS			1,881.27			
235-3100-43361	INS - GENERAL LIABILITY			4,904.50			

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	GL Distribution						
	235-3100-43362	INS - PROPERTY		1,698.00			
	235-3100-43363	INS - AUTO		1,959.00			
	235-3100-43365	INS - OTHER		1,280.50			
	235-3100-43380	UTILITIES		128.70			
	235-3100-43381	BPU UTILITIES		24,531.98			
	235-3100-43430	MISCELLANEOUS		161.50			
	235-3125-42220	REPAIR & MAINT		639.48			
	235-3170-42210	OPERATING SUPPLIES		501.02			
	235-3170-42220	REPAIR & MAINT		11.69			
	236-3180-43381	BPU UTILITIES		36.00			
	236-3180-43430	MISCELLANEOUS		1,188.13			
	237-3190-42212	MOTOR FUELS		1,022.24			
	237-3190-42220	REPAIR & MAINT		808.04			
	237-3190-43361	INS - GENERAL LIABILITY		1,401.50			
	237-3190-43362	INS - PROPERTY		485.00			
	237-3190-43363	INS - AUTO		559.50			
	237-3190-43365	INS - OTHER		366.00			
	238-3160-42220	REPAIR & MAINT		4,914.18			
	238-3160-43361	INS - GENERAL LIABILITY		700.50			
	238-3160-43362	INS - PROPERTY		242.50			
	238-3160-43363	INS - AUTO		280.00			
	238-3160-43365	INS - OTHER		183.00			
	251-9360-43467	REMIT LOCAL SALES TAX COLLECT		108,160.96			
	260-9020-43365	INS - OTHER		250.00			
	295-6510-43361	INS - GENERAL LIABILITY		44.50			
	295-6510-43435	BOOKS/PAMPHLETS/DUES		5,350.00			
	400-9050-43300	PROFESSIONAL SERVICES		3,100.00			
	400-9050-45510	CAPITAL - LAND		42,564.86			
	400-9050-45530	CAPITAL - OTHER		7,193.00			
	401-1003-43300	PROFESSIONAL SERVICES		193.03			
	401-1003-43380	UTILITIES		58.55			
	401-1003-43430	MISCELLANEOUS		8.99			
	401-1415-43300	PROFESSIONAL SERVICES		433.65			
	401-1901-43300	PROFESSIONAL SERVICES		7,602.50			
	401-1902-43300	PROFESSIONAL SERVICES		7,455.00			
	401-1919-43300	PROFESSIONAL SERVICES		2,120.00			
	401-1919-43350	LEGAL PUBLICATIONS		266.64			
	401-9030-41101	CONSTRUCTION MISC		59.98			
	401-9030-42210-21:02	OPERATING SUPPLIES		6,487.50			
	401-9030-42210-21:08	OPERATING SUPPLIES		370.70			
	401-9030-42212	MOTOR FUELS		59.70			
	401-9030-43300	PROFESSIONAL SERVICES		3,990.00			
	401-9030-43300-20:08	PROFESSIONAL SERVICES		1,539.75			
	401-9030-43350-20:05	LEGAL PUBLICATIONS		199.98			
	401-9030-43350-20:06	LEGAL PUBLICATIONS		199.98			
	401-9030-43430	MISCELLANEOUS		84.14			
	404-9055-45500	BUILDING CAPITAL		5,187.90			

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--- TOTALS BY FUND ---							
	101 - GENERAL FUND			70,038.93	70,038.93		
	203 - TRANSIT FUND			83,427.91	83,427.91		
	211 - LIBRARY FUND			5,285.88	5,285.88		
	223 - DRUG FORFEITURE			115.00	115.00		
	224 - DUI FORFEITURE			420.00	420.00		
	225 - PUBLIC SAFETY FUND			74,741.17	74,741.17		
	227 - RECYCLING FUND			58.50	58.50		
	230 - PARK & RECREATION FUND			28,589.51	28,589.51		
	235 - STREET & SEWER FUND			43,566.63	43,566.63		
	236 - PARKING LOT FUND			1,224.13	1,224.13		
	237 - SANITARY SEWER FUND			4,642.28	4,642.28		
	238 - STORM SEWER FUND			6,320.18	6,320.18		
	251 - LOCAL OPTION SALES TAX			108,160.96	108,160.96		
	260 - AIRPORT FUND			250.00	250.00		
	295 - EDA FUND			5,394.50	5,394.50		
	400 - CAPITAL PROJECTS FUND			52,857.86	52,857.86		
	401 - CONSTRUCTION FUND			31,130.09	31,130.09		
	404 - FIRE DEPARTMENT CAPITAL			5,187.90	5,187.90		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			7,393.63	7,393.63		
	1003 - 10:03 DWNTWN MAIN CNTRACT			260.57	260.57		
	1400 - ADMINISTRATION			4,826.41	4,826.41		
	1415 - 14:15 AIRPORT UTILITY EXT			433.65	433.65		
	1700 - ENGINEERING			1,800.29	1,800.29		
	1800 - IT/GIS			3,816.17	3,816.17		
	1901 - 19:01 NW 4TH STREET IMPR			7,602.50	7,602.50		
	1902 - 19:02 CLST CONNECTION			7,455.00	7,455.00		
	1910 - NE BRAINERD RESURFACING			8,000.00	8,000.00		
	1919 - 19:19 NW 3RD&JACKSON STRE			2,386.64	2,386.64		
	1940 - CITY HALL			2,266.09	2,266.09		
	2120 - POLICE DEPARTMENT			59,118.06	59,118.06		
	2131 - TACTICAL TEAM			420.00	420.00		
	2140 - DRUG FORFEITURE			115.00	115.00		
	2150 - DUI FORFEITURE			270.00	270.00		
	2220 - FIRE DEPARTMENT			12,720.11	12,720.11		
	2400 - COMMUNITY DEVL/INSPECTION			4,042.76	4,042.76		
	2700 - ANIMAL CONTROL			2,483.00	2,483.00		
	3100 - S & S MAINTENANCE			42,414.44	42,414.44		
	3125 - SNOW REMOVAL			639.48	639.48		
	3160 - STORM SEWER EXPENSE			6,320.18	6,320.18		
	3170 - TRAFFIC CONTROL			512.71	512.71		

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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							
--- TOTALS BY DEPT/ACTIVITY ---							
3180	- PARKING LOTS EXPENSE			1,224.13	1,224.13		
3190	- SANITARY SEWER EXPENSE			4,642.28	4,642.28		
3230	- RECYCLING EXPENSE			58.50	58.50		
5200	- PARK MAIN/ADMINISTRATION			28,404.52	28,404.52		
5215	- ADULT SOFTBALL			24.27	24.27		
5280	- CAMPGROUND			160.72	160.72		
5500	- LIBRARY-BUDGETED			5,285.88	5,285.88		
6510	- ECONOMIC DEVELOPMENT AUTH			5,394.50	5,394.50		
9000	- TRANSIT FUND			82,364.78	82,364.78		
9020	- AIRPORT M & O			250.00	250.00		
9030	- CONSTRUCTION PROJ-MISC			12,991.73	12,991.73		
9050	- CAPITAL PROJECTS-MISC			52,857.86	52,857.86		
9055	- FIRE DEPARTMENT CAPITAL			5,187.90	5,187.90		
9200	- UNALLOCATED			39,106.71	39,106.71		
9360	- LOCAL OPTION SALES TAX			108,160.96	108,160.96		

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

GABE JOHNSON

KEVIN STUNEK

TIFFANY STENGLEIN

Brainerd, MN
May 3, 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: O'Day, Stunek, Johnson, Pritschet, Stenglein, and Bevans. Member Erickson attended the meeting remotely. Mayor Badeaux was noted as absent.

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

Due to a council member attending the meeting remotely, all motions will be voted on by roll call vote.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND PRITSCHET TO AMEND THE AGENDA BY REVISING THE SUPPORTING A PASSENGER TRAIN RESOLUTION, ADDING AN ITEM TO SPW AGENDA AS #8 LOCAL ROAD IMPROVEMENT PROGRAM RESOLUTION, AND TO REOPEN THE MEETINGS TO THE PUBLIC.

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

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 April 19, 2021 - Approved

C. Approval of Licenses - Approved

Contractor Licenses - 7

D. Department Activity Reports - Approved

1. Fire Chief
2. Parks Recreation and Maintenance

E. 2020 Audits for Brainerd Public Utility and Brainerd HRA - Approved

F. Approval of 2021 Temporary Employee Hiring - Approved

G. Minnesota Lawful Gambling Premise Permit Application – Adopt Resolution to Allow Lawful Gambling by Confidence Learning Center at 5Rocks Distilling, 25 Washington St. NE, Brainerd, MN – Adopted by Resolution No. 21:21

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

Presentations

The Chair recognized Senior Commander Lowell Kruse, who presented Camp Ripley's 2021 Community Brief. He explained the mission of Camp Ripley is to provide superior customer service, facilities and resources empowering organizations to train in a realistic environment while fostering positive community relations and being the best neighbor they can be. He reviewed a background of the current leadership staff; the 2020 economic impact and the efforts being taken due to COVID-19 and Operation Safety Net. He gave a brief overview of the 2021 training schedule, community outreach events and the environmental partnerships. He was proud that Camp Ripley had once again received the Army Reserves National Guard Cultural Resource Conservation Award, and that Camp Ripley will be able to open for public events again in 2021. The Council had the opportunity to ask questions and the Chair thanked Senior Commander Kruse for his presentation.

The Chair recognized Ms. Mary Koep, 123 Laurel Street, who was representing the Brainerd Library Board and gave an update on behalf of the finance committee. Ms. Koep explained that there may be funds returned from the Kitchigami Regional Library in the amount of \$316,215 due to underspent budgets based on an analysis of a 7 year period. The library board requests that \$216,000 of the \$316,215 be used for library capital project, the City Council hold the levy for the Library in abeyance for tax year 2022, and that Kitchigami would use the remaining dollars for library staffing needs.

Member O'Day indicated this needs to go to the Personnel and Finance Committee for approval prior to passing the motion.

Member Johnson agreed with Member O'Day and it should be on the Personnel and Finance Committee agenda for May 17th to allow discussion with staff.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND O'DAY TO SUPPORT THE LIBRARY BOARD MOTION PENDING REVIEW BY PERSONNEL AND FINANCE COMMITTEE FOR APPROVAL AT THE MAY 17, 2021 COUNCIL MEETING.

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

Council Committee Reports

Personnel and Finance Committee Report

Request from Brainerd Community Action for 4th of July Fireworks Donation - Approved

Committee Chair Johnson indicated Brainerd Community Action will be organizing the fireworks display and other events are in the process of being planned.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO APPROVE THE REQUEST FOR DONATION IN THE AMOUNT OF \$8,000 FOR FIREWORKS.FROM THE COUNCIL SPECIAL PROJECT BUDGETED LINE ITEM.

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

Approval of Memorandum of Agreement with IBEW BPU Union for Hiring Wastewater Intern/Operator - Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF BRAINERD AND THE IBEW LOCAL NO. 31 (BPU) UNION WHICH DETAILS ERIC KLEIN'S PROGRESSION AS OUR 2021 WASTEWATER INTERN TO A FULL-TIME WASTEWATER OPERATOR.

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

Authorize Street Maintenance II Promotional Process - Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO AUTHORIZE STAFF TO BEGIN THE STREET MAINTENANCE II PROMOTIONAL PROCESS.

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

Authorize Hiring a Police Intern - Approved

Committee Chair Johnson stated a portion of the funding is provided by Sourcewell. He explained the benefit of an intern is the capability to work 40 hours per weeks whereas a Community Service Officer (CSO) can only work 20 hours per week.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN TO HIRE NICK KARSNIA AS A POLICE DEPARTMENT INTERN EFFECTIVE MAY 10, 2021, AT \$12 PER HOUR SUBJECT TO SUCCESSFULLY COMPLETING PRE-EMPLOYMENT BACKGROUND CHECK.

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

Update on Police Chief Eligibility List- Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO AUTHORIZE A CONDITIONAL JOB OFFER TO MIKE BESTUL FOR POLICE CHIEF, SUBJECT TO: 1) SUCCESSFUL BACKGROUND CHECK 2) PLACED AT STEP 4 OF THE POLICE CHIEF WAGE GRID 3) RECEIVES DEPARTMENT HEAD BENEFIT ADJUSTMENTS 4) SERVE 90 DAY TRIAL PERIOD 5) WAGE AND BENEFIT CHANGES WILL BE EFFECTIVE UPON ACCEPTANCE OF THIS OFFER 6) BESTUL WILL PROCEED TO STEP 5 ON JANUARY 1, 2022 PER EMPLOYEE POLICY MANUAL.

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

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN TO AUTHORIZE THE FUNDING AS NEEDED FOR THE DEPUTY CHIEF ELIGIBILITY LIST UPDATE WITH THE CIVIL SERVICE COMMISSION.

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

Request Approval to Dispose of Surplus Equipment – Council Tablets- Approved

Committee Chair Johnson stated the Council received new laptops and the City has no use for the Microsoft Surfaces.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO AUTHORIZE STAFF TO OFFER EIGHT USED MICROSOFT SURFACES FOR SALE ON THE PUBLIC SURPLUS AUCTION WEBSITE.

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

Authorization to Purchase Flowers for Downtown- Approved

Committee Chair Johnson indicated these costs are fully assessed to the downtown business owners in the special services district. He stated due to the knowledge of being a landscape architect, Assistant Planner Kramvik will be planting the flowers in the urns.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN TO CONTRACT WITH COPPER CREEK LANDSCAPING FOR HANGING FLOWER BASKETS NOT TO EXCEED \$2,900 AND TO PURCHASE AND PLANT FLOWERS IN THE DOWNTOWN URNS AT A COST NOT TO EXCEED \$2,500 INCLUDING LABOR.

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

Annual Delegation to Perform Electronic Transfers- Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO DELEGATE THE FINANCE DIRECTOR, OR THEIR DESIGNEE TO MAKE ELECTRONIC TRANSFERS AS DEEMED NECESSARY BY THE FINANCE DIRECTOR TO CONDUCT CITY BUSINESS FOR 2021.

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

Safety & Public Works Committee Report

Request to Approve Event and Street Closure Application – DDBC "Here for Good" Market- Approved

Committee Chair O'Day said there was concern from downtown business owners regarding the street closing. It was decided at committee level to approve it on a trial basis for June 8th and June 15th.

MOVED AND SECONDED BY ALDERMEN O'DAY AND PRITSCHET TO APPROVE THE EVENT APPLICATION FOR THE DESTINATION DOWNTOWN BUSINESS COALITION

FOR THE HERE FOR GOOD EVENT TO BE HELD ON S 7TH STREET FROM LAUREL TO FRONT STREET STARTING ON JUNE 8TH WITH THE CONDITIONS PRESENTED ON A TWO-WEEK TRIAL BASIS.

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

Request to Approve Change Order for Improvement 21-07 – City Hall Parking Lot and Alley Resurfacing and ADA Upgrades Project- Approved

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON TO AUTHORIZE THE CHANGE ORDER PRICING FOR THE CITY HALL PARKING LOT IN THE ESTIMATED AMOUNT OF \$27,792 SO THAT ANDERSON BROTHERS MAY CONTINUE TO WORK TO GET THE JOB COMPLETED.

Committee Chair O'Day indicated issues with the thickness of the pavement and the underlying course was a lack of class 5 base that was not known originally.

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

Request to Designate Certain Tax-Forfeit Parcels as Non-Conservation for Direct Sale- Approved

MOVED AND SECONDED BY ALDERMEN O'DAY AND PRITSCHET TO CLASSIFY PARCELS 41360583 AS "NON-CONSERVATION" SO THAT CROW WING COUNTY MAY OFFER THE PARCELS FOR SALE.

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

Request to Accept Proposal for Materials Testing Services – Improvement 19-01 – NW 4th Street Reconstruction- Approved

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON TO APPROVE THE MATERIALS TESTING CONTRACT WITH BRAUN INTERTEC IN THE AMOUNT OF \$34,040 FOR THE IMPROVEMENT 19-01-NW 4TH STREET RECONSTRUCTION PROJECT.

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

Request to Adopt Resolution of Support for the Mississippi River – Brainerd Watershed; One Watershed, One Plan – Adopted by Resolution 22:21

City Engineer Sandy explained this resolution is to support a grant application to create a region wide watershed plan.

MOVED AND SECONDED BY ALDERMEN O'DAY AND PRITSCHET TO ADOPT THE RESOLUTION WHICH SUPPORTS THE MISSISSIPPI RIVER- BRAINERD WATERSHED ONE WATERSHED, ONE PLAN.

RESOLUTION NO. 22:21

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

Resolution – Accepting Quote – Improvement 19-19 – NW 3rd Street and Jackson Street Reconstruction Project – Adopted by Resolution 23:21

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON TO ADOPT A RESOLUTION TO ACCEPT THE QUOTES AND AWARDS THE CONSTRUCTION CONTRACT FOR IMPROVEMENT 19-19-NW 3RD STREET AND JACKSON STREET RECONSTRUCTION PROJECT TO ANDERSON BROTHERS CONSTRUCTION OF BRAINERD, LLC IN THE AMOUNT OF \$143,734 AND AUTHORIZE THE PROPER SIGNATURES ON THE CONTRACT DOCUMENTS.

RESOLUTION NO. 23:21

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

Request to Set Annual Municipal Separate Storm Sewer Public Hearing- Approved

MOVED AND SECONDED BY ALDERMEN O'DAY AND PRITSCHET TO SET THE ANNUAL MUNICIPAL SEPARATE STORM SEWER PUBLIC HEARING FOR MAY 17, 2021 AT 7:30 PM DURING THE REGULARLY SCHEDULED CITY COUNCIL MEETING.

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

(Added Item) Northwest 4th Street Road Project Update – Adopted by Resolution No. 24:21

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON TO ADOPT A RESOLUTION TO MOVE FORWARD WITH THE LOCAL ROAD IMPROVEMENT GRANT AGREEMENT.

RESOLUTION NO. 24:21

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

Unfinished Business

Call for Applicants – Informational:

(Application Information at www.ci.brainerd.mn.us/boards/)

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

Cable TV Advisory Committee – 1 term (Expire 2021) – 2 terms (Expire 2022)

Charter Commission – 1 term (Expire 2022)

Park Board – 1 term (Expire 2024)

Rental Dwelling License Board of Appeals – 3 terms (Expire 2022)
Transportation Advisory Committee (TAC) – 1 term (Expire 2022)

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 Fundraising Committee – Two positions available

New Business

Consideration of Comprehensive Plan Amendment – Adopted by Resolution No. 25:21

Community Development Director Chanski gave an update of the recommended amendments that were approved with by Planning Commission.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND ERICKSON TO ADOPT THE RESOLUTION AMENDING THE CITY OF BRAINERD COMPREHENSIVE PLAN.

RESOLUTION NO. 25:21

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

Front Yard Setback Variance – Lots 24 through 40, Block 9 Northtown- Approved

Community Development Director Chanski explained the details of the request by Tom Dehn, property owner and developer.

MOVED AND SECONDED BY ALDERMEN ERICKSON AND O'DAY TO APPROVE THE FRONT YARD SETBACK VARIANCE FOR LOTS 24 THROUGH 40, BLOCK 9 NORTHTOWN.

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

Preliminary Plat – Lots 24 through 40 and Outlot C, Northtown- Approved

Community Development Director Chanski stated the preliminary plat request will allow the developer to include Outlot C into lots 24 through 40 to eliminate the outlot. He explained the developer will include a conservation easement with the final plat application.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO APPROVE THE PRELIMINARY PLAT ON LOTS THROUGH 40 AND OUTLOT C, NORTHTOWN AS PRESENTED WITH THE CONDITION THAT LANGUAGE FOR THE PROPOSED

CONSERVATION EASEMENT BE INCLUDED FOR REVIEW WITH THE FINAL PLAT APPLICATION.

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

Preliminary Plat – Outlot B, Brainerd Oaks- Approved

Community Development Director Chanski explained it was originally platted for a park to be created, however, it went back to the county as tax forfeited property. He stated the property was purchased and the owner requested it be re-platted to be able to construct a home.

MOVED AND SECONDED BY ALDERMEN ERICKSON AND PRITSCHET TO APPROVE THE PRELIMINARY PLAT OUTLOT B, BRAINERD OAKS AS PRESENTED.

Council member Johnson would like to seek more input regarding this lot from staff and the HRA.

The Chair recognized Kevin Yeager, Park Board Chair, who indicated that there are no plans to develop this outlot as park space currently or in the future.

Upon roll call, members Erickson, O'Day, Stunek, Pritschet, Stenglein, and Bevans voted "aye". Member Johnson voted "nay". The Chair declared the motion carried.

Consideration of Resolution Temporarily Eliminating Patio Size Restrictions – Adopted by Resolution 26:21

MOVED AND SECONDED BY ALDERMEN O'DAY AND STUNEK TO ADOPT A RESOLUTION LIFTING THE RESTRICTIONS ON THE SIZE OF PATIOS AND OUTDOOR DINING AREAS AS OUTLINED IN SECTION 515 OF THE CITY CODE, EFFECTIVE MAY 3, 2021, UNTIL THE UPDATED ZONING CODE IS ADOPTED.

RESOLUTION NO. 26:21

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

Conditional Use Permit – CC's Bar Patio- Approved

Community Development Director Chanski gave a brief overview of the request from the property owner for a Conditional Use Permit to construct an outdoor patio.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STENGLEIN TO APPROVE THE CONDITIONAL USE PERMIT FOR CC'S BAR AT 121 WASHINGTON ST NE TO CONSTRUCT AN OUTDOOR PATIO FOR SERVING ALCOHOL WHEN ACCESSORY TO A BAR.

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

Conditional Use Permit- O'Neary's Irish Pub Patio- Approved

Community Development Director Chanski explained a temporary patio was granted last summer for O'Neary's due to COVID, and the property owner would like to make this a permanent patio.

MOVED AND SECONDED BY ALDERMEN STENGLEIN AND STUNEK TO APPROVE THE CONDITIONAL USE PERMIT FOR O'NEARY'S IRISH PUB AT 305 S. 7TH STREET TO CONSTRUCT AN OUTDOOR PATIO FOR SERVING ALCOHOL WHEN ACCESSORY TO A BAR.

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

Consideration of Request to Amend Section 900 of the City Code

Community Development Director Chanski indicated he received a request from Ms. Cheryl Strand to amend Section 900 of the City Code to allow animal rescues or in-home animal rescues in City limits. The Planning Commission made the decision to not initiate this change.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND ERICKSON TO AGREE WITH THE PLANNING COMMISSION'S DECISION TO NOT PROCEED WITH AN AMENDMENT TO SECTION 900.

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

The Chair recognized Ms. Cheryl Strand, 1518 Quince Street, who is the applicant for the amendment to the code. She stated she wants the City to become up to date with state and federal regulations and allow in home rescues for more than the allowed four pet limit. She indicated she currently has ten dogs that are in her care to be adopted.

Upon roll call, members Erickson, O'Day, Stunek, Johnson, Pritschet, Stenglein, and Bevans voted "aye". Member Stenglein voted "nay". The Chair declared the motion carried.

Resolution Supporting a 2nd Amtrak Passenger Train – Adopted by Resolution 27:21

City Administrator Bergman gave a brief explanation of the resolution supporting the state match for the grant received for a 2nd Amtrak passenger train.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK TO ADOPT A RESOLUTION IN SUPPORT OF A 2ND AMTRAK PASSENGER TRAIN BETWEEN THE TWIN CITIES AND CHICAGO.

RESOLUTION NO. 27:21

Upon roll call, members O'Day, Stunek, Johnson, Pritschet, Stenglein, and Bevans voted "aye". Member Erickson voted "nay". The Chair declared the motion carried.

Public Forum

The Chair opened the public forum at 9:23 p.m.

No one came forward.

The Chair closed the public forum at 9:25 p.m.

Staff Reports

City Engineer Sandy indicated a groundbreaking event will be taking place on May 11th at 3:30 pm for the Memorial Park project, and all Council members indicated they will be attending; therefore, council will need to adjourn to the groundbreaking event. He stated voting continues for the Name a Snowplow initiative. He gave a construction update to the SW 4th Street construction, which includes installing storm sewers, water main, and utilities. The expected opening should be in early June.

Community Development Director Chanski stated the Planning Commission discussed the food truck ordinance to revise hours of operation to be universal, conduct business in commercial and industrial zones except B1 zones, and to eliminate the requirement that transient food units must be 300' from bars or restaurants that serve food. He said there will be a public hearing on May 19th at 6:00 pm at the Planning Commission meeting. He indicated the EDA will meet on May 6th at 7:30 a.m. here at City Hall and will be holding a retreat on May 18th. He announced the old Tim Horton building has been sold and Caribou Coffee has submitted a building permit for renovations.

City Administrator Bergman indicated a draft franchise agreement is ready for approval, but we are awaiting one from CTC. She is anticipating that this will be on the May 17th agenda. She said the Cable TV advisory committee will be meeting Tuesday, May 11th but they currently only have 2 members and is requesting anyone interested to apply. She announced there will be an open house held for the BHS Performing Arts Center on May 26th and invitations to Council Members are anticipated. She stated she will be presenting her quarterly talk at the May 17th meeting.

Mayor's Report

Mayor Badeaux was absent from tonight's meeting.

Council Member Reports

Council member Stenglein reported that the Sesquicentennial Committee met on May 3rd and discovered there are 249 lamp posts for the proposed 250 banners.

Council member Pritschet reminded everyone that Spring Fling shopping event is May 7th and 8th in downtown.

Council member Johnson reported that the Brainerd Public Utilities and the HRA audits were completed. He stated the PUC has selected the exterior of the new water tank being

constructed by Kiwanis Park. He announced that if residents need assistance with rent or utilities, he encouraged them to visit renthelpmn.org to apply for assistance in paying.

Jennifer Bergman
City Administrator

Contractor List

05/11/2021

Contractor Name	Address	Local License #	Licensee Type
CUSTOM MECHANICAL & SHEET METAL LLC DAMOND CLANTON	12700 PERSIMMAN DR (218) 821-1068	2021-0058	Mechanical
NICK'S CONCRETE & MASONRY LLC NICK OEHRLEIN	6141 DONALD STREET (218) 831 8168	2021-0008	Masonry
QUICK CONSTRUCTION INC Terry Quick	PO BOX 324 (218) 829-6203	2021-0032	General Commerical

Totals: 3

Population: All Records
Licensee.LocalLicenseNumber Starts With 2 AND
Licensee.DateRegistered Between 4/28/2021 12:00:00 AM AND 5/11/2021 12:00:00 AM



BRainerd POLICE DEPARTMENT MONTHLY REPORT



BESTUL'S BOOYAH AWARD

Congratulations to Officer Jordan Host, the April winner of Bestul's BOOYAH Award.

Sgt. Dooley nominated Jordan for his calm communication, noting that it was "excellent, veteran-level police work done quickly on a dynamic call and his ability to keep officers, the suspect, and public safe are to be commended."

BOOYAH!



TRAINING & STAFF DEVELOPMENT

K-9 Civil Liability Seminar

On April 14, Sgt. Dooley and Officer Kostreba attended a K-9 Civil Liability seminar. Topics included Use of Force, Report Writing, Supervisor Liability, Supervising the K-9 Unit, Post Bite Investigations, SWAT K-9, and risk management.

STAFFING & ASSIGNMENTS



On April 5, the Brainerd Police Department welcomed a new police officer, Jacob Engst, to the department. Jacob is from Park Rapids, MN, and worked at another law enforcement agency for six months prior to coming to Brainerd.

Jacob attended Alexandria Technical & Community College after high school, obtaining an associate degree in Law Enforcement. He then attended St. Cloud State University where he earned a bachelor's degree in Criminal Justice.

Jacob has five siblings and seven nieces and nephews. He enjoys hiking, camping, being on the lake, snowboarding, traveling, going to the gym, and spending time with family and friends.

Officer Engst will be working under the guidance of our Field Training Officers for the next several months.

The hiring of Officer Engst brings the current number of sworn officers to 23. A new officer is scheduled to start on June 1st, which will bring the total number to 24. The hiring process for a new deputy chief is underway and we are in the process of establishing a new police officer hiring list.

OVERALL CALLS FOR SERVICE

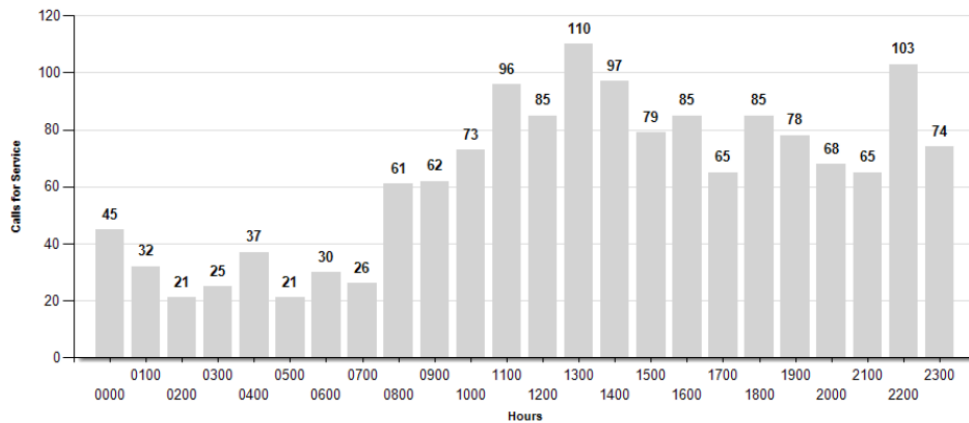
April	2021	2020
Number of Calls for Service	1523	972



Calls for Service Hourly

4/1/2021 to 4/30/2021

Total Calls: 1592

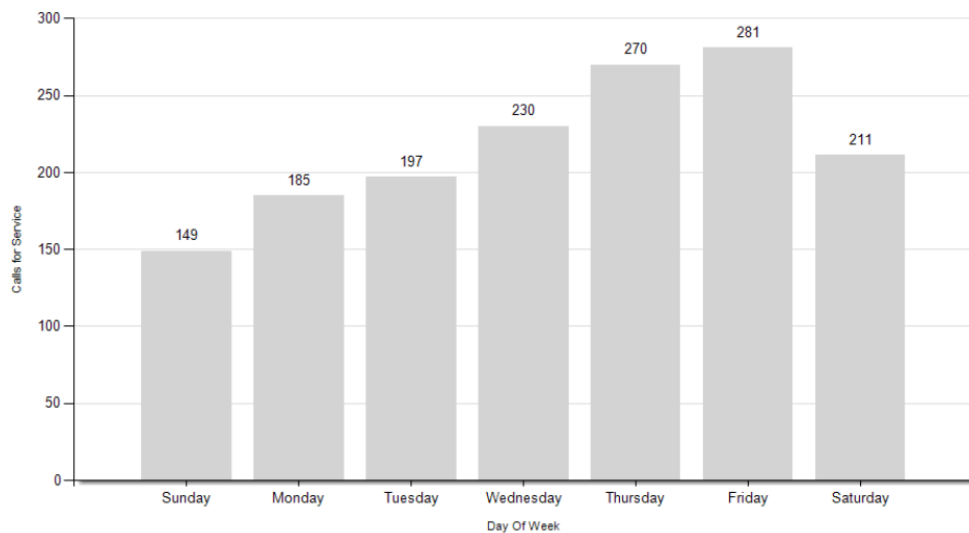


Calls for Service Day Of Week

Start Date: 4/1/2021

End Date: 4/30/2021

Total Calls: 1592



CRIME STATISTICS

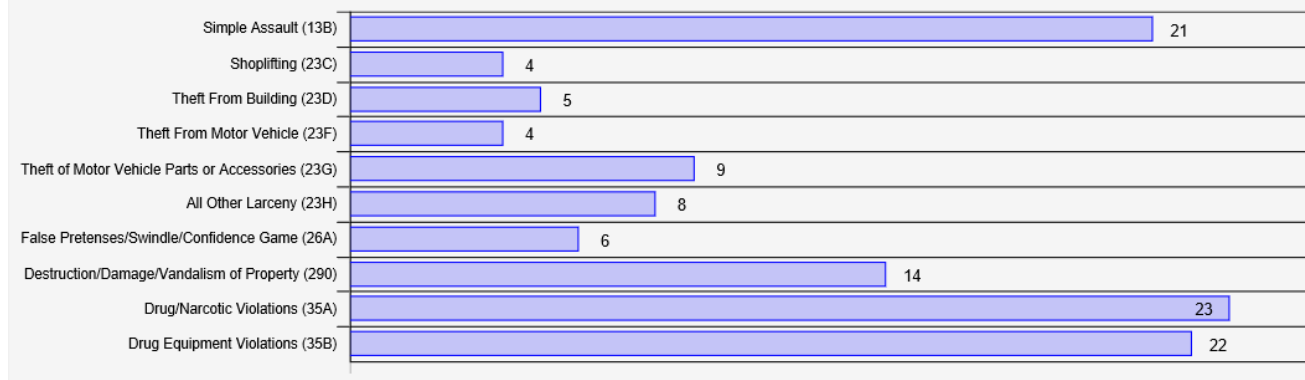
April	2021	2020
Group A Offenses Known or Reported to Police	512	458
Group A and B Arrests	229	270

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

TOP 10 GROUP A OFFENSES

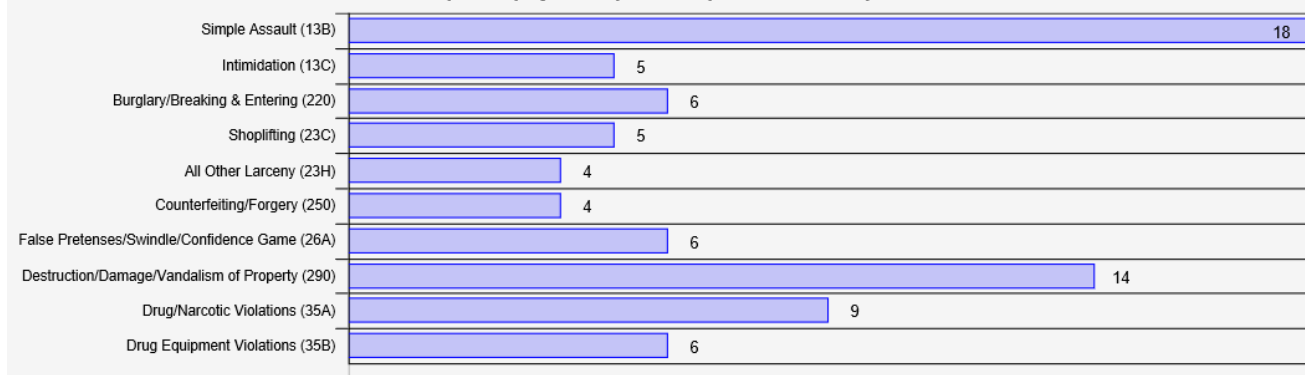
April 2021

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



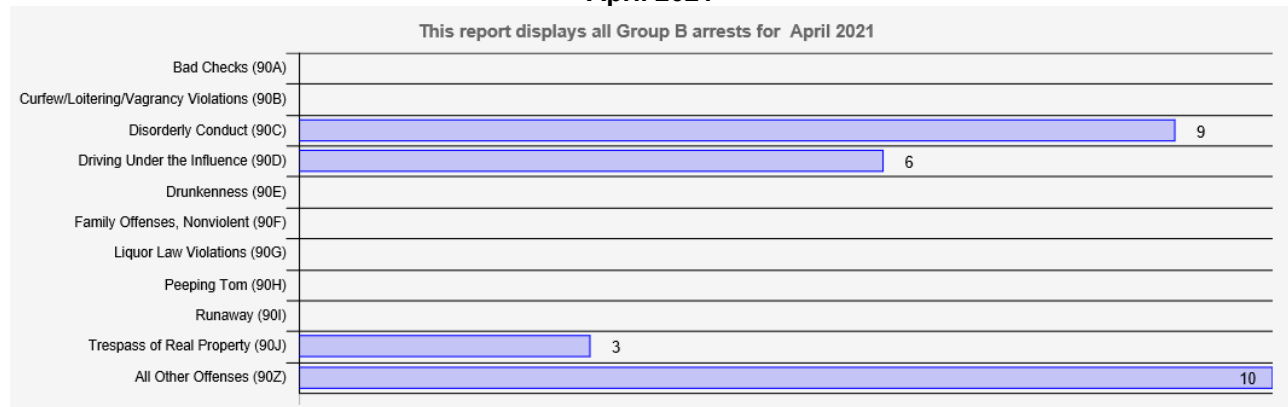
April 2020

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

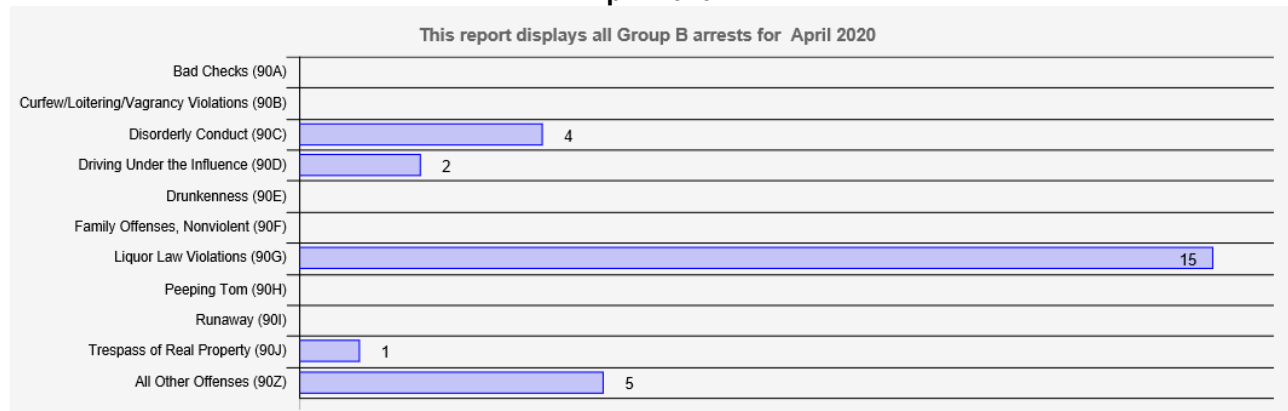


GROUP B ARREST DATA

April 2021



April 2020



CITATIONS, PARKING TICKETS, & WRITTEN WARNINGS

April	2021	2020
Citations (Inc. Parking Tickets & Written Warnings)	204	69

41 parking tickets issued in the month of April, with the following dispositions.

2	Dismissed
0	Business Validations
21	Paid in Full
1	Partial Payments Received
17	No Payment Received

Revenue Recapture Receipts:

2020 Total:	\$8,304.50
2021 To Date:	\$4,854.62

CONDUCT ON PREMISES ACTIVITY REPORT

There were no Conduct on Premise incidents for the month of April.

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
April	1904	415	725	390	13.10 Minutes	63

**COMMUNITY OUTREACH**

Chief Bestul attended a Justice Consortium. The group is currently working on a fishing event in the Lakes Area this summer involving our diverse youth population.

Chief Bestul attended the Anytime Fitness Life Saving Award presentation, which related to the February Booyah Award recipients, Officer Personius and Officer Selvestra.

Police Department supervisors attended a resiliency presentation regarding spiritual health.

Lt. Kulzer serves as the Police Department liaison for the monthly landlord tenant meetings, where one topic of discussion has been the unique circumstances regarding the eviction moratorium and executive order due to COVID 19.

Lt. Kulzer also continues to work on the Conduct on Premise Written Management Plan and Guide.



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Authorize Hiring of 2021 Temporary Employees

☐ 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: Kris Schubert	Department: Human Resources
Presenter (Name & Title): HR Director Kris Schubert	Estimated Time Needed: n/a - consent calendar item
Summary of Issue: Attached is a listing of 2021 temporary/seasonal employees that have currently received a conditional job offer and have successfully completed their background checks. Pursuant to MN Statute, seasonal assignments are limited to 67 working days per calendar year or 100 working days per calendar year if the employees are under the age of 22, are full-time students enrolled in a nonprofit or public educational institution prior to being hired by the employer, and have indicated, either in an application for employment or by being enrolled at an educational institution for the next academic year or term, an intention to continue as students during or after their temporary employment.	
Alternatives, Options, Effects on Others/Comments: I have included a notation if the employee is eligible for funding under Sourcewell's Internship Program. Please note that if funding arrangements are approved by Sourcewell, Sourcewell will reimburse the City for wages paid up to \$12 per hour and up to 640 hours (approximately 80 working days). The City had budgeted to receive Sourcewell funding for four interns this year. This spring, Sourcewell committed to funding three Brainerd interns in 2021; however, we were recently informed that Sourcewell was able to offer funding for up to six positions. The Code Compliance Inspector is the fourth intern that qualifies for Sourcewell funding in 2021. We are still trying to hire a Parks Intern, a GIS/IT Intern and a couple of interns for BPU too. Those positions may qualify for Sourcewell funding as well. We do not know how many interns may be funded for 2022.	
Recommended Action/Motion: n/a - consent calendar.	
Financial Impact: Is there a cost associated with this request: ☒ Yes ☐ No What is the total cost, with tax and shipping \$ _____ Is this budgeted? ☒ Yes ☐ No <u>Please Explain:</u> The wages for these positions are included in the City's 2021 budget or will be assessed. The budgeted wage is included on the attached spreadsheet.	

2021 Interns/Temporary Employee List

			Date of	Hourly	Budgeted	Eligible for
	Name	Job Title	Hire	Rate	Wage	Sourcewell Funding
1	Braeden Egeland	*Downtown Maintenance	5/10/2021	\$ 14.00	n/a	No - degree doesn't match position
2	Braeden Egeland	*Code Compliance Inspector	5/10/2021	\$ 14.00	\$ 14.00	Yes
*NOTE: Braeden was our Downtown Maintenance employee last year. These positions were combined for 2021 due to a lack of applicants for the downtown maintenance position. The Downtown Special Services District will be billed for Braeden's downtown maintenance hours. His Code Compliance hours will come out of budgeted funds.						
Even though the positions were combined for 2021, Braeden will work a total of 40 hours per week. We anticipate that Braeden will work about 15 hours per week in the downtown maintenance position.						
Submitted for consideration at the May 17, 2021 Council Meeting						

BABE “ ” OX

SCULPTURE DESIGN

CALL FOR ART



Crossing
[Arts]
ALLIANCE



Harper Steinbach | harpersteinbach.com

I am an emerging artist who, in the last six months, has taken the leap of faith to work solely in community art and design through my own small business. After graduating from Seattle Pacific University in Washington, I moved to Minneapolis and started working in arts administration. At 23, I started my own design and community engagement business, and in the past year, I have been lucky enough to do everything from designing jam labels to creating a giant, socially distant, color-by-number, community mural.

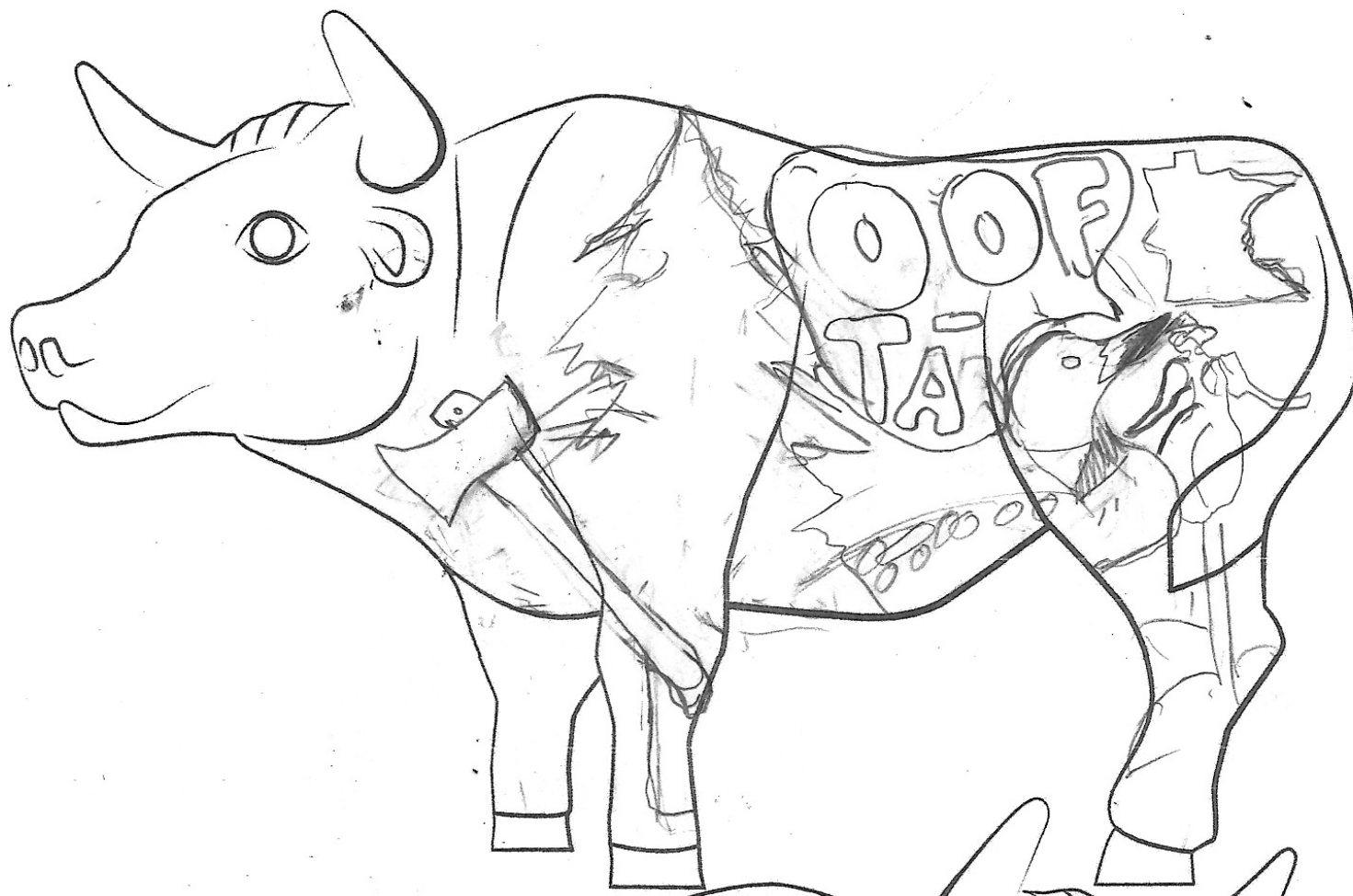
I want to create designs and illustrations that everyone can relate to or art that elicits reactions, conversations, and thought from the public. I try to include public conversation as I create my work. For example; this year I did a socially distant color by number at Silverwood park which the public engaged in by coloring in, adding designs, or creating their own color-in designs for others to participate in. Additionally, I am working with the Minneapolis International Airport and the Minnesota Public to create a “Minnesota Icons” installation where the public votes for their favorite Minnesota icon (see social media). Besides my public engagement work, I worked as staff member for Public Programs/Engagement for the Mia and as a consultant and exhibit fabricator for The Compassion Museum. Finally, I create illustrations, portraits, and printed goods for people to buy and share with their loved ones. I view this side of my art as a way to hone in on illustration skills and study what my community responds to in both a visual and monetary way.

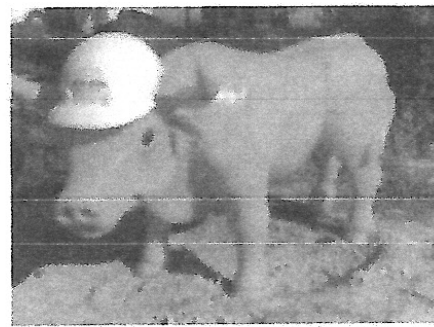
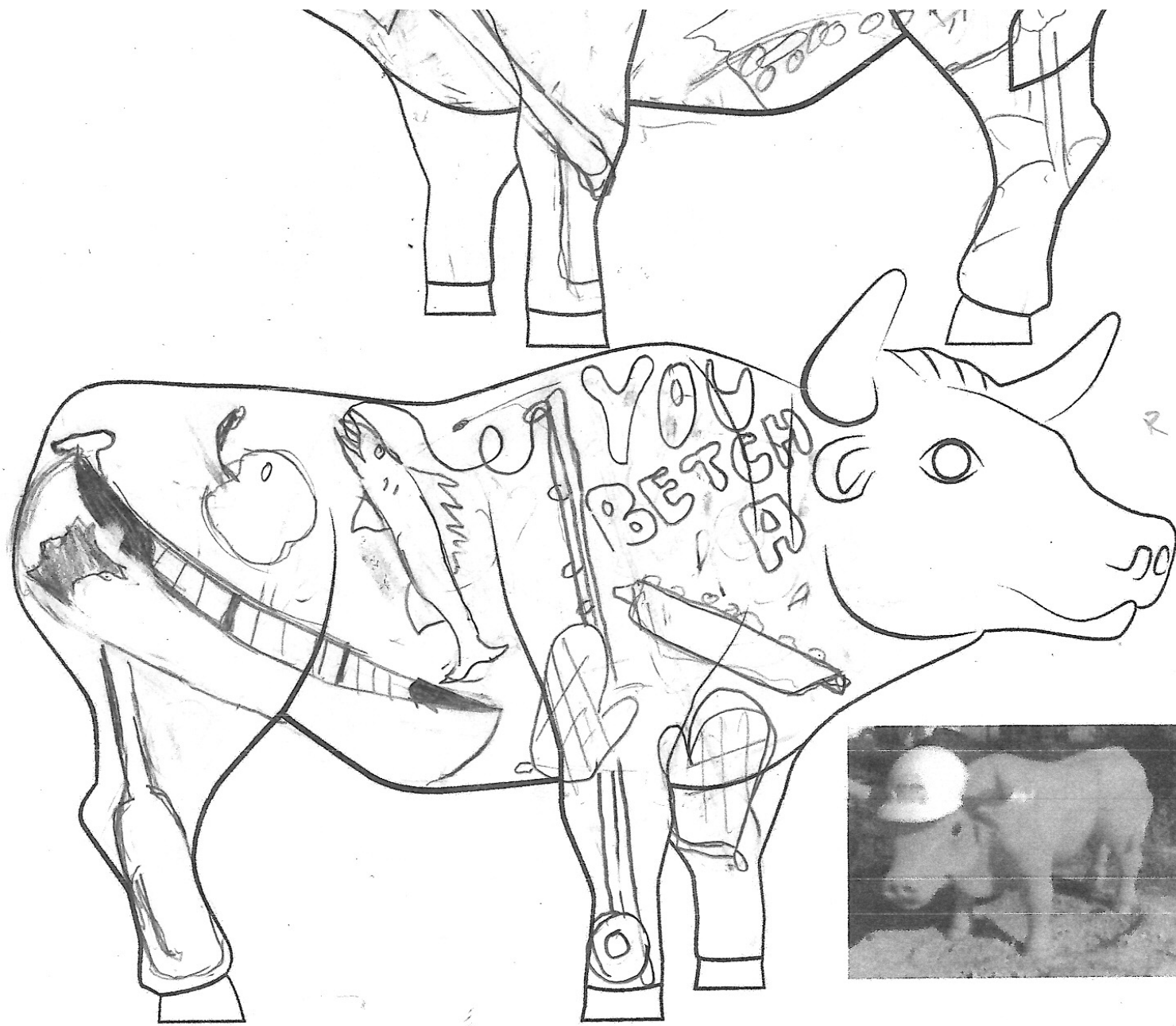
Beyond my dedication to public engagement, I want my art to bring people a feeling of joy in small details. By focusing on small details in my designs, I hope to bring joy in the form of surprise or reward those who stay to look. I love to play with color, line quality, and shape placement. As an artist I feel a calling to make art that brings joy, community engagement, and speaks truth for the marginalized--especially now. I'm always looking for new art adventures and new ways to engage.

Project Description - Babe The Oof-Ta Ox

I wanted to highlight the icons that Northern Minnesota is known for. I included some of our state icons as well as some pop culture icons for the midwest. I am open to redesigning aspects of the drawings or adding things on if you want to provide community feedback. I tried to do as much research into Brainerd's history as possible.

BABE "THE" OOF-TA "OX"





Sara & Abby Porter | “Artist Sara Porter” On Facebook

Sara Porter is a local artist, born and raised in the Brainerd Lakes Area. She graduated from Northwestern College with a Studio Art degree, and moved back to the Brainerd Lakes with her husband in 2002. Recently, she has been teaching watercolor and acrylic painting classes to adults in Crosslake and art classes to home school students. While painting is her main passion, she enjoys dry media as well, offering pet portraits in mixed media. She lives with her family in Merrifield, where she and her husband own and operate Avalon Studios, a commercial art business.

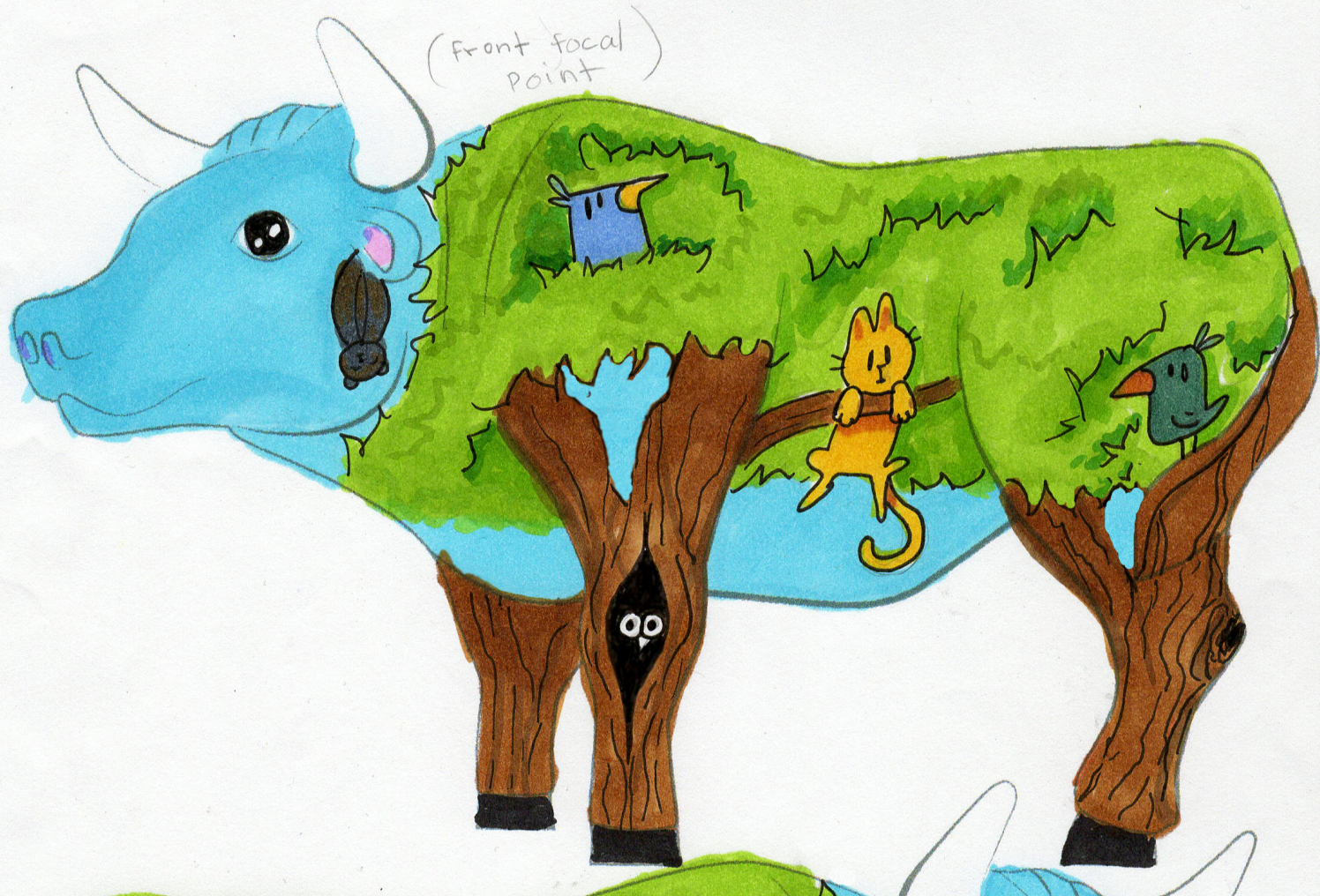
Abby Porter, Sara’s daughter, is a budding, young artist of 14 years old. Growing up with parents who are both self employed artist, she has chosen to home school, which allows her to spend more time developing her skills. She enjoys pencil, ink, alcohol ink and painting. She has joined her mother in wall mural painting, and designed the art on a T-shirt for a Boston Terrior Rescue Group in Oklahoma. Abby’s main passion is in character development. She loves to create expressive characters of all kinds, human and animal alike, each with their own backstory, inspired by her personal interactions.

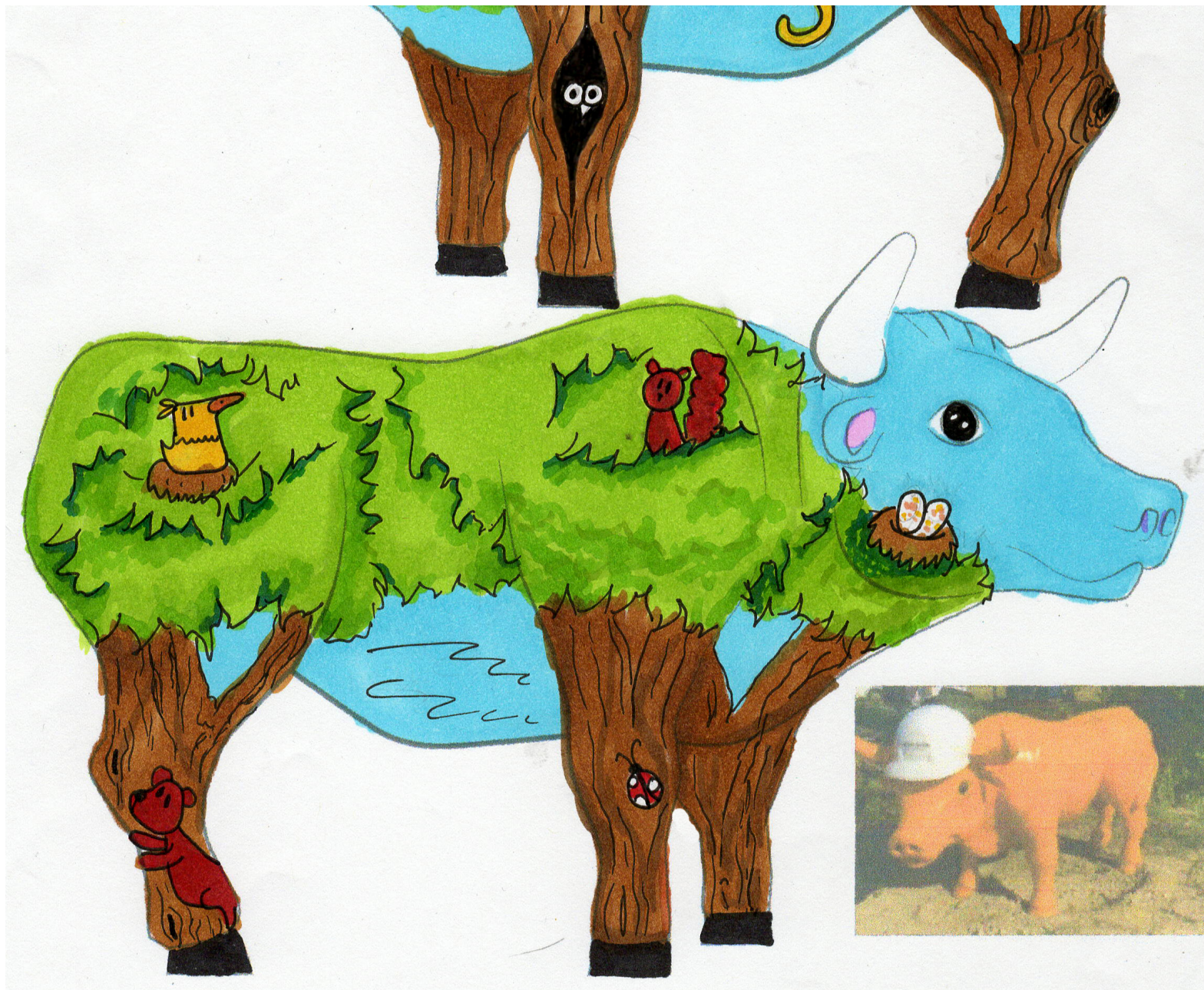
Project Description - Babe The Northwoods Ox

Abby and Sara brainstormed together to create a design that allows both of them to implement their personal styles and areas of skill, while maintaining a unified artwork. The viewer can appreciate the design from a far and up close, as they search the statue for more characters.

There is an option to add different characters as desired. This design is a basic concept, as there will be more room on the statue itself to further develop the concept, such as hiding characters amidst the trees for viewer interaction.

BABE² "THE" Northwoods "OX"





Reilly Miller | reillyisgood.com

Reilly Miller is a queer artist based out of Minneapolis, Minnesota. She currently uses film photography, acrylic painting, and digital drawing to express the myriad of emotions that result from the perpetual journey that is self discovery. In January 2020, she helped co-found an educational darkroom space for BIPOC and LGBTQIA+ identifying individuals. She is returning to school in Spring of 2021 to finish her degree in Gender, Women, and Sexuality studies with a minor in Art from the University of Minnesota, Twin Cities. With the knowledge she gains from these areas, she plans to weave her insights from her professional work with her lived experiences into her personal projects.

BABE^{THE} "OX"





Emily Victory | emvictorystudio.com

Emily Lynch Victory is a painter enthusiastic about color, pattern and mathematics. Emily has degrees in both mathematics and fine art, and loves combining the two. Victory's work is very geometric, but never rigid. Her vibrant and eclectic color palette makes her complex patterns very inviting, and almost comforting - much like a cozy, handmade quilt.

Victory lives in Watertown, MN with her husband and 4 young, energetic, art-loving boys. Emily works from her home studio during the winter months, but often takes work "Up North" - to the family cabin near Brainerd - during those beautiful MN summers.

Project Description - Babe The Cozy Quilted Ox

A quilt seemed perfect for Babe. Wasn't he found in the cold, blue snow - and warmed up by Paul?! Nothing warms like a handmade quilt - especially on a family trip to the cabin up north.

Our cabin is near Brainerd, and all the beds are covered in handmade, grandma's scrap quilts. The handmade, calm, cabin feeling - and the memories, stories, and trips all come together for me - in quilt form.

And seemed like it could for 'ol Babe, too.

BABE" COZY, QUILTED OX





Aiyana Beaulieu

My name is Aiyana Beaulieu, I am fifteen years old and I am an abstract painter, portrait artist, landscape painter with a love for music, theater and poetry. I have always appreciated the arts since I was little. I especially enjoy painting and my artist intent is to inspire and get the world to think! Art has always been a great way to communicate beyond words and that's exactly what I plan to do. I like to speak up on issues in the world through my paint brushes and the canvas! My specialty is watercolor and pens, I often use other paints such as acrylic or gouache, but I find myself utilizing pens and paint markers much more. Moreover, I also love to educate others and help them express themselves through art and find joy in that as well.

Project Description - Babe The Colorful Ox

The first design is titled “Babe The Colorful Ox,” it is an abstract style that I created with gouache paints. This design illustrates the vibrant colors of the seasons here in Minnesota and highlights the beauty of the arts here in Brainerd!

Project Description - Babe The Waabigwan Ox

The second design is titled “Babe The Waabigwan Ox,” (Ojibwe word for flower) this design features a detailed floral pattern, inspired by Ojibwe beadwork, which I created with India ink and pens. This drawing touches on the culture and the wonderful natural beauty in Minnesota. The beige horns and hooves also complement the striking dark fur which helps the floral design pop. I had a lot of fun creating these design for this contest!





Alexander Hanson | alexanderjhanson.com

Alexander Hanson is an interdisciplinary artist from Minnesota. He received his MFA from the University of Iowa in 2015 and a BFA from the University of Minnesota-Duluth in 2011. He has exhibited nationally and internationally and has been an artist-in-residence at a variety of different programs; including the Vermont Studio Center, I-Park Site Responsive Artist Residency, the Hambidge Center, HEIMA Artist Collective, and Grin City Residency, Yaddo, the Wassaic Project and Wormfarm. Alex has had the opportunity to complete works on rocky cliff sides in the rain; on top of a frozen lake in the dead of winter; at the highest point in the very flat state of Oklahoma. Alex currently resides in Northwest Arkansas where he teaches Sculpture and Foundations at the University of Arkansas School of Art.

Project Description

I am currently underway on a large-scale project about the legacy of Paul Bunyan and his friendly blue ox, this can be seen on my website in the link provided. I am from Minnesota and grew up listening to these old logging camp stories. As you likely know, originally Babe was a normal ox, whose hair turned blue due to the year with two winters. Things got so cold he just stayed that way!

I would like to cover the ox in thermo-conductive paint, in an attempt to nod the color-changing nature of babe's coat. The paint is similar to that found in things like mood rings. I think this idea is a way to relate back to the story told and might even be a fun thing for people to touch or photograph.



Joshua Porter | [flickr.com/photos/avalonstudios](https://www.flickr.com/photos/avalonstudios)

I have been in the commercial sculpting and painting business since 1996. I started my first 5 years as an employee of a theming company in St. Paul where I worked as a sculptor and painter (airbrush artist).

My wife and I moved to the Brainerd Lakes area in 2001 and we established a business known as Avalon Studios in 2006, moving from part time work as a sculptor/painter to full time.

I have been self employed as a commercial artist in the lakes area since 2006. During that time I have created several new sculptures and refurbished existing ones already in the area.

Some of these projects include the Paul Bunyan statue at the welcome center, Paul Bunyan at the A-Pine restaurant, the Smore's Benches, refurbishment of the Paul and Babe statues at Paul Bunyanland, The Oxtrot statues, hundreds of new Lion Drinking fountains shipped all over the country, various murals, along with many other projects not mentioned here.

The tagline for my business is "If you can imagine it, we can create it". I have no doubt I can complete the ox statue as presented.

BABE^{THE} "BLUE" OX





Katrina Vaara

She scours the state, visiting the favorite somewhat forgotten town, haggling for peoples' trash.. some old fashions composed of fabric harkening to another time....thus stitching together people from places...forming community.

Project Description - Babe The Adventurous Ox

The artist's grandpa spent time logging in the area, using oxen back in the 'good ole' days' when Brainerd was supplying many with lumber...therein lies the personal connection for the artist. With the submitted Babe the Ox, while the rendering has a sampling of various swatches, the artist's design harkens also to the good ole' days. She plans to search locally for vintage, often polyester, wool, suitable fabrics to dress him...perhaps enlisting the help of a local seamstress to stitch his outfit together thereby also enabling a change of clothes if necessary or desired.

BABE "THE" OX





Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: MS4 Presentation and Public Hearing

☐ 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
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 20 Minutes
Summary of Issue: Pursuant the notice of hearing and the City's Municipal Separate Storm Sewer Permit (MS4), City staff and its consultant Shawn Tracy	
Alternatives, Options, Effects on Others/Comments: Consultants and staff will present on our stormwater program in Brainerd and what has been taking place over the past year. From there, we will need to have a public hearing to allow the public to speak about our stormwater program.	
Recommended Action/Motion: Staff recommends holding the public hearing as advertised and published at the last City Council Meeting.	
Financial Impact: Is there a cost associated with this request: ☐ Yes ☒ No What is the total cost, with tax and shipping \$ _____ Is this budgeted? ☐ Yes ☐ No <u>Please Explain:</u>	

NOTICE OF ANNUAL STORMWATER PUBLIC MEETING

NOTICE is hereby given that the City Council of the City of Brainerd will hold the Annual Stormwater Public Meeting in the Council Chambers of the City Hall, 501 Laurel Street, Brainerd, Minnesota 56401 at 7:30 p.m. on Monday, May 17, 2021. Any person wishing to express an opinion on the matters to be considered will be heard orally or in writing.

Dated this 3rd Day of May 2021

Jennifer Bergman
City Administrator
City of Brainerd, Minnesota

Publish Brainerd Dispatch May 7, 2021 (once)

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

May 17, 2021

7:00 PM

WebEx Teleconference Call-In Information

Call Toll-Free: 844-992-4726

Access Code: 187 543 2162

1. Discussion of Brainerd Public Library Board Motion to Kitchigami Regional Library Board
2. Request to Approve Quote to Repair Historic Water Tower Flag Pole Ropes
3. Community Service Officer Resignation and Request to Hire
4. Disposal of retired Police Squad
5. Police Officer Hiring Ratification
6. Discussion of State Bonding Priorities



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Discussion of Options for Use of Potential KRL Fund Balance

☐ 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 1st Reading <i>*provide copy of published hearing notice</i>
Submitted by: Staff & Librarian Jenny Hill	Department: Administration/Finance/Library
Presenter (Name & Title): Staff & Librarian Jenny Hill	Estimated Time Needed: 15 Minutes
Summary of Issue: Attached is a memo from City Staff and Librarian Jenny Hill discussing how the Brainerd Public Library is funded, discussion of the Brainerd Library Board's motion, and additional options for the potential return of Kitchigami Regional Library fund balance.	
Alternatives, Options, Effects on Others/Comments: Staff and Librarian Hill are very thankful for all of the work that the Brainerd Library Board has and continues to do. The motion by the Library Board is an option for the potential return of fund balance with additional direction needed from the State Library System, who will be at the KRL Board meeting on May 20th.	
Recommended Action/Motion: Discussion of options for the use of the potential return of Kitchigami Regional Library fund balance.	
Financial Impact: Is there a cost associated with this request: ☒ Yes ☐ No What is the total cost, with tax and shipping \$ <u>Unknown</u> Is this budgeted? ☒ Yes ☐ No Please Explain: Any funds received will be part of budget discussion.	

MEMO



TO: Mayor and Council

FROM: City Administrator Jennifer Bergman
Finance Director Connie Hillman
Brainerd Librarian Jenny Hill

DATE: May 13, 2021

RE: Kitchigami Library Fund Balance Discussion

Ms. Mary Koep presented a motion made by the finance committee of the Brainerd Public Library Board at the May 3, 2021 Council meeting. Council action was to bring the issue to the May 17, 2021 P&F agenda. The Kitchigami Regional Library System (KRLS), which is ran by the Kitchigami Regional Library Board (KRLB), is made up of nine branches and a mobile library. On average, the Brainerd Library serves 140,000 people a year.

How Brainerd Public Library is Funded:

Before we get into the discussion of the Kitchigami Library Fund balance, Staff felt it would be beneficial to discuss how the Brainerd Library is funded. Attached is a diagram to illustrated how the funding works.

- The annual budget for 2021 for the Brainerd Public Library (Library) is \$593,422 plus \$850 for Board costs for a total of \$594,272.
- The budget is set by the KRLB.
- The 5 Full-time and 7 part-time staff of the Library are employees of Kitchigami.
- The City Council levied \$146,851 for the Library for pay year 2021. These funds - \$146,851- is what the Library Board administers.
 - Of the \$146,851 for 2021 - \$81,757 is paid to the KRLB. This is referred to by the Library board as the KRL levy. The is comprised of \$77,098 for operations and \$4,659 for the ARR reserve account.
 - The remaining amount of \$65,094 (\$146,851 – \$81,757) is for building costs – i.e., utilities, supplies for the building - cleaning supplies, toiletries, snow removal, insurance, as well as to fund capital items such as HVAC, roof, lighting etc.
 - Per state statute, there is a minimum “Maintenance of Effort” (MOE) requirement that the City is required to levy since the branch is within the city limits of Brainerd – see attached Minnesota Statutes, Chapter 134.34. If the City does not support the MOE requirement it affects the funding that the KRLB receives and in turn the funding is used to support the Library.
 - The City receives a letter annually from the Minnesota Department of Education indicating what Brainerd’s MOE is; in 2021 the amount was set at \$116,790.

- For 2021 the City's MOE is \$116,790. The City satisfies the MOE with the following payments:
 - KRLB - \$77,098
 - ARR - \$4,659
 - Budgeted Utilities Costs (BPU and CenterPoint) - \$34,500
- The budgeted 2021 building costs are \$146,851, which does include budgeted capital of \$8,000 and excludes the paving of the parking lot – which will be paid out of Fund 400 and an estimated cost of \$75,000. However, the capital items do not count toward the MOE. Therefore, budgeted MOE for 2021 is actually \$138,851, which exceeds the state statute requirement.
- To recap so far how the 2021 budget for the Library by the KRLS

Total Brainerd Operating Budgeted Cost	\$594,272
ARR Reserve	4,659
Total City Branch Budget	598,931
City Requirement - Operating	(77,098)
City Requirement – ARR	(4,659)
Use of Fund Balance – C/O of previous years	(19,677)
County Contribution	\$497,497

- The County also has an MOE requirement. The County does not levy within the City of Brainerd for the Brainerd Library.

Total County Operating Budgeted Cost ^	\$595,122
Mobile Library	17,049
Total County Branch Budget	612,171
City Requirement - Operations	(77,098)
Use of Fund Balance – C/O of previous years	(25,946)
Actual County Contribution	\$509,127

^ City operating budget of \$594,272 plus an additional \$850 for the KRL Board for a total of \$595,122.

Historically, the County has also contributed to a Development Account for PQ/CS – for 2020 the amount was \$21,050. This was not included in the 2021 budget.

KRLS Fund Balance:

As Ms. Koep discussed at the May 3, 2021 City Council meeting, the KRLB, as recommended by their auditors, to review their fund balance levels (aka reserves). The KRLB has discussed returning funds that are in reserves to the local municipalities. Based on the preliminary analysis Brainerd's portion is \$316,215. This amount was derived by looking over the past 7 years. The most significant factor, among others, contributing to this reserved dollar amount is that the Brainerd branch did not utilize all of its personnel budget over the last 7 years.

The KRLB's motion was for there to be discussion at the local municipal levels on how the local municipalities would spend the money if the KRLB returned the funds (KRLB minutes are attached). In conversations with the KRLS Director, the Board is in the preliminary stage of what to do with the reserve fund balance and that it is going to be a long process. The Board does not want to rush into making any decisions.

Brainerd Library Board Motion:

The Brainerd Library Finance committee on a vote of 8-1 (with 1 no vote and one member abstention) was to:

Recommend to Brainerd City Council from the finance committee of the Brainerd Public Library board is that one-year levy for Kitchigami, that portion of the levy only will be held in abeyance for tax year 2022 from the \$316,215 personnel 7-year underspent budget; that \$210,000 of that money be credited to the Brainerd Public Library capital fund and the remainder be left with Kitchigami Regional Library System in hopes that they would spend it to make necessary personnel adjustments within the Brainerd Library system, with the understanding the regular library levy for the city would continue in the following year, 2023.

Staff broke the motion down as follows:

Potential Funding from KRLS	\$316,215
Library Capital Fund	(210,000)
2022 Estimated Levy ^^	(91,757)
Remaining Amount for KRLS - Personnel	\$14,458

^^ The 2021 levy for KRLS was reduced by \$10,000. The original operating amount was to be \$87,098 plus the ARR of \$4,659 for a total of \$91,757. It is unknown if the reduction is permanent or not. Also, it is not known if the Brainerd Library Board's motion was meant for only the required operations levy to be held in abeyance, or if it was to include the ARR contribution as well. For discussion purposes, Staff used the original 2021 operating contribution and the ARR as the levy.

Staff's Analysis of Brainerd Library Board Motion:

Discussed in the first section of the memo, the City has an annual MOE requirement of \$116,790. The City meets this requirement with the KRLS operating and ARR reserve contributions and building costs. It was also noted that capital costs cannot be counted toward the state required MOE.

KRLS Director has reached out to the State Library Services (SLS) at the MN Department of Education (MDE). The email is attached, however per a former state librarian regarding the MOE:

*“Any operating funds not expended in the course of a year may be transferred to a reserve fund that is preserved for library use in the future. Operating funds that are “left over” are frequently due to cost savings caused by staff vacancies or lower operating costs than budgeted. Once operating funds are transferred to a library reserve fund, **those funds may not be counted towards library Maintenance of Effort requirements in a following year.**”*

A staff member from the SLS will be at the KRLB meeting on May 20th to present additional information and the requirements of the MOE. In the meantime, staff looked at the former librarian’s comment to mean that none of the \$316,215 can be used to account for the MOE, since the \$316,215 is in reserve, having been an accumulation of operating funds not expended over the previous 7 years. This would only allow the \$316,215 to be used for capital items or other one-time expenditures but no on-going operating costs.

These funds could be used to address the remaining items in the City of Brainerd Facilities Plan for the Library (attached). Other items the Council may want to consider are tablets for check out, new windows, an expansion of the library, additional desktop computers for public use, or upgrading the conference room to be a multi-media center that will may attract more users thus being a revenue stream going into the future.

Brainerd Public Library Funding 2021



County Library Funds

All Crow Wing Residents except for Cities of Crosby & Brainerd

\$509,127

Funds for
Mobile Library
\$17,049

\$497,497
Operating

+ **\$19,677**
Carry over*

+ **\$77,098**
Operating

Total Operating Costs \$594,272

Operation & Building

City of Brainerd Residents

\$146,851

ARR
Reserve
\$4,659

\$65,094

Building Costs

Operating Budget

Regional Participation	\$ 850	\$850
Wages and Benefits	395,000	
Health Plan + Supplement	55,200	
Training and Development	1,500	
Personnel Total	451,700	\$451,700
Postage	1,700	
Voice	2,200	
Communications Total	3,900	\$3,900
Books	57,500	
Databases	-	
Video/DVD/Sound	17,535	
Shared Collections/eMatls	23,597	
Periodicals	4,750	
Supplemental Processing	1,000	
Supplies	4,500	
Materials Total	108,882	\$108,882
Technical Support	26,345	
Technical Total	26,345	\$26,345
Thursday Delivery Route	1,875	
Operating	320	
Capital	400	
Delivery Total	2,595	\$2,595
	\$ 594,272	\$594,272

Brainerd Public Library City Budget 2021

2200 - Office Supplies	\$ 600.00
2220 - Repair & Maint	\$ 15,500.00
2240 - Library Materials Supplies	\$ 300.00
Total Supplies	\$ 16,400.00
3300 - Professional Services	\$ 500.00
3322 - Postage	\$ 250.00
3361 - INS Gen Liability	\$ 171.00
3362 - INS Property	\$ 4,155.00
3365 - INS Other	\$ 487.00
3380 - Utilities & Disposal	\$ 8,000.00
3381 - BPU Utilities	\$ 26,500.00
3401 - Library Technology	\$ 341.00
3430 - Miscellaneous	\$ 290.00
Total Services	\$ 57,094.00
5500 - Capital Outlay	\$ 8,000.00
	\$ 65,094.00

*Carry over from health insurance and RLTA

134.34 REGIONAL LIBRARY BASIC SYSTEM SUPPORT AID; REQUIREMENTS.

Subdivision 1. **Local support levels.** (a) Regional library basic system support aid shall be provided to any regional public library system where there are at least three participating counties and where each participating city and county is providing for public library service support the lesser of (a) an amount equivalent to .82 percent of the average of the adjusted net tax capacity of the taxable property of that city or county, as determined by the commissioner of revenue for the second, third, and fourth year preceding that calendar year or (b) a per capita amount calculated under the provisions of this subdivision. The per capita amount is established for calendar year 1993 as \$7.62. In succeeding calendar years, the per capita amount shall be increased by a percentage equal to one-half of the percentage by which the total state adjusted net tax capacity of property as determined by the commissioner of revenue for the second year preceding that calendar year increases over that total adjusted net tax capacity for the third year preceding that calendar year.

(b) The minimum level of support specified under this subdivision or subdivision 4 shall be certified annually to the participating cities and counties by the Department of Education. If a city or county chooses to reduce its local support in accordance with subdivision 4, paragraph (b) or (c), it shall notify its regional public library system. The regional public library system shall notify the Department of Education that a revised certification is required. The revised minimum level of support shall be certified to the city or county by the Department of Education.

(c) A city which is a part of a regional public library system shall not be required to provide this level of support if the property of that city is already taxable by the county for the support of that regional public library system. In no event shall the Department of Education require any city or county to provide a higher level of support than the level of support specified in this section in order for a system to qualify for regional library basic system support aid. This section shall not be construed to prohibit a city or county from providing a higher level of support for public libraries than the level of support specified in this section.

Subd. 2. [Repealed, 1992 c 499 art 10 s 4]

Subd. 3. **Regional designation.** Regional library basic system support aid shall be provided only to those regional public library systems officially designated by the commissioner of education as the appropriate agency to strengthen, improve and promote public library services in the participating areas. The commissioner of education shall designate no more than one such regional public library system located entirely within any single development region existing under sections 462.381 to 462.398 or chapter 473.

Subd. 4. **Limitation.** (a) For calendar year 2010 and later, regional library basic system support aid shall not be provided to a regional public library system for a participating city or county which decreases the dollar amount provided for support for operating purposes of public library service below the amount provided by it for the second, or third preceding year, whichever is less. For purposes of this subdivision and subdivision 1, any funds provided under section 473.757, subdivision 2, for extending library hours of operation shall not be considered amounts provided by a city or county for support for operating purposes of public library service. This subdivision shall not apply to participating cities or counties where the adjusted net tax capacity of that city or county has decreased, if the dollar amount of the reduction in support is not greater than the dollar amount by which support would be decreased if the reduction in support were made in direct proportion to the decrease in adjusted net tax capacity.

(b) For calendar year 2009 and later, in any calendar year in which a city's or county's aid under sections 477A.011 to 477A.014 or credit reimbursement under section 273.1384 is reduced after the city or county has certified its levy payable in that year, it may reduce its local support by the lesser of:

(1) ten percent; or

(2) a percent equal to the ratio of the aid and credit reimbursement reductions to the city's or county's revenue base, based on aids certified for the current calendar year. For calendar year 2009 only, the reduction under this paragraph shall be based on 2008 aid and credit reimbursement reductions under the December 2008 unallotment, as well as any aid and credit reimbursement reductions in calendar year 2009. For pay 2009 only, the commissioner of revenue will calculate the reductions under this paragraph and certify them to the commissioner of education within 15 days of May 17, 2009.

(c) For taxes payable in 2010 and later, in any payable year in which the total amounts certified for city or county aids under sections 477A.011 to 477A.014 are less than the total amounts paid under those sections in the previous calendar year, a city or county may reduce its local support by the lesser of:

(1) ten percent; or

(2) a percent equal to the ratio of:

(i) the difference between (A) the sum of the aid it was paid under sections 477A.011 to 477A.014 and the credit reimbursement it received under section 273.1384 in the previous calendar year and (B) the sum of the aid it is certified to be paid in the current calendar year under sections 477A.011 to 477A.014 and the credit reimbursement estimated to be paid under section 273.1384; to

(ii) its revenue base for the previous year, based on aids actually paid in the previous calendar year. The commissioner of revenue shall calculate the percent aid cut for each county and city under this paragraph and certify the percentage cuts to the commissioner of education by August 1 of the year prior to the year in which the reduced aids and credit reimbursements are to be paid. The percentage of reduction related to reductions to credit reimbursements under section 273.1384 shall be based on the best estimation available as of July 30.

(d) Notwithstanding paragraph (a), (b), or (c), no city or county shall reduce its support for public libraries below the minimum level specified in subdivision 1.

(e) For purposes of this subdivision, "revenue base" means the sum of:

(1) its levy for taxes payable in the current calendar year, including the levy on the fiscal disparities distribution under section 276A.06, subdivision 3, clause (1), or 473F.08, subdivision 3, paragraph (a);

(2) its aid under sections 477A.011 to 477A.014 in the current calendar year; and

(3) its taconite aid in the current calendar year under sections 298.28 and 298.282.

Subd. 4a. [Repealed, 1Sp1997 c 4 art 8 s 6]

Subd. 5. [Repealed, 1989 c 329 art 10 s 5]

Subd. 6. [Repealed, 1Sp1989 c 1 art 5 s 51]

Subd. 7. **Proposed budget.** In addition to the annual report required in section 134.13, a regional public system that receives basic system support aid under this section must provide each participating county and city with its proposed budget for the next year.

History: 1978 c 546 s 5; 1979 c 334 art 9 s 5,6; 1982 c 548 art 6 s 18; 1982 c 576 s 1; 1982 c 642 s 1; 1986 c 471 s 5; 1987 c 268 art 7 s 16,17; 1988 c 719 art 5 s 84; 1988 c 720 s 1; 1989 c 329 art 10 s 2,3; art 13 s 6,20; 1992 c 499 art 10 s 2,3; 1Sp1995 c 3 art 10 s 2; art 16 s 13; 1996 c 412 art 10 s 1; 1Sp1997

c 4 art 8 s 3; 1998 c 398 art 5 s 55; 2003 c 130 s 12; 1Sp2003 c 9 art 6 s 1,6; 2007 c 146 art 6 s 2; 2009 c 96 art 5 s 9,10; 2010 c 389 art 8 s 1; 2013 c 116 art 7 s 7



To: Minnesota City Clerks
From: Jennifer R. Nelson, Director, State Library Services and Charter Center
Date: July 31, 2020
Subject: 2021 state-certified level of library support

Thank you for your commitment to ensuring your city's residents have access to library services. Your financial support makes possible the significant impact that libraries make each year.

The attached form provides documentation of your city's state-certified level of library support for 2021. Minnesota Statutes 134.34 and 275.761 establish the amount at 90% of the state-certified level of support set in 2011.

The Minnesota Department of Education, through State Library Services, distributes state aid to regional library systems based on factors that include population and geographic area served. If a county or city does not meet its state-certified level of library support, Minnesota Statutes 134.34 Subd 4 requires that we remove the entity from our funding formulas, which reduces the annual allocation to the regional public library system.

Thank you again for your continued support of Minnesota's libraries. Together, we can ensure that all Minnesota residents benefit from quality library services.



State Library Services
1500 Highway 36 West
Roseville, MN 55113
v: 651-582-8791 f: 651-582-8752
jennifer.r.nelson@state.mn.us

July 2020

CERTIFICATION OF MINIMUM LOCAL SUPPORT REQUIREMENT: 2021

This is to certify the 2021 minimum level of financial support to be provided for operating expenses for public library services and participation in the regional public library system programs pursuant to *Minnesota Statutes*, Chapter 134.34 for the city of:

Brainerd

The state-certified level of library support for 2021 is: **\$116,790**

This amount represents the equivalent of 90% of the official 2011 state-certified level of library support.

(Information Technology Support con't)

of software, and daily maintenance. **After discussion and amendment, a motion by Mary Koep, seconded by Bill Brekken, to extend the information technology support contract with LCSC from July 1, 2021 to December 31, 2021 and refer that contract review to the Internet/Electronic Resources Committee.** Discussion. **Motion carried unanimously.**

CD Renewals

Motion by Neal Gaalswyk, seconded by Tom Krueger, that the following Certificates of Deposit be designated to Security Bank USA of Bemidji for six months at .80% interest:

CD #17337: Summer Reading Program for approximately \$28,228.41

CD #17338: 97% Automation and 3% Accounting Software for approximately \$259,781.49

CD #17339: Non-Restricted for approximately \$125,343.52

CD #17340: Loan Security/Summer Reading Program for approximately \$37,650.80.

Discussion. **Motion carried unanimously.**

Fund Balance

The KRLS Finance Committee of the whole recommended a resolution to set the target for the KRLS undesignated fund balance, create a report /plan by getting more information about the fund balance and getting input from local units of government about what they would like to see or suggestions. From that, make an informed decision about how to distribute any surplus, starting with the \$1.1 million in the fund balance contributed from payroll.

Director Johnson provided the KRLS Board with information about Board motioned committed funds.

Motion by Mary Koep, seconded by Murlyn Kreklau, to move on the resolution of the KRLS Finance Committee. Motion carried unanimously.

Motion by Mary Koep, seconded by Tom Krueger, to have the KRLS Budget Committee review Board Motioned Committed Funds and produce a recommendation to the KRLS Board. Motion carried unanimously.

Motion by consensus to adjourn at 7:52 p.m.

Minutes respectively submitted by Administrative Assistant Carol Elizabeth Christensen.

Minutes signed by Board Secretary, Mary Koep _____

Date _____

[illegible]



FACILITIES ASSESSMENT FOR THE CITY OF BRAINERD

Library Estimated Budgetary Cost Summary
6/18/2018



BRAINERD
MINNESOTA



contegritygroup
| Construction Management

DISCIPLINE	ITEM	DESCRIPTION		ESTIMATED	PRIORITY			
				BUDGETARY COST	LOW	MEDIUM	HIGH	
CIVIL								
	1	Bituminous Parking Surface		\$55,700.00			\$55,700.00	
	2	Crack Sealing Concrete Surface/Grinding		\$7,500.00			\$7,500.00	
	3	Concrete Curb Replacement		\$4,000.00		\$4,000.00		
	4	Signing and Striping		\$2,500.00			\$2,500.00	
	5	ADA Compliance		\$3,000.00		\$3,000.00		
			SUB-TOTAL	\$72,700.00	\$0.00	\$7,000.00	\$65,700.00	
ARCHITECTURAL								
	1	Exterior Wood Soffit and Fascia		\$9,600.00			\$9,600.00	
	2	EPDM and Asphalt Roofing		\$106,700.00			\$106,700.00	
	3	Exterior Aluminum Storefront Windows		\$13,500.00			\$13,500.00	
	4	Exterior Burnished Block and Mortar Deterioration		\$16,250.00		\$16,250.00		
	5	Exterior Doors		\$10,500.00		\$10,500.00		
	6	Meeting Room Kitchenette		\$13,500.00			\$13,500.00	
	7	Interior Floor Finishes		\$7,500.00	\$7,500.00			
	8	Interior Gypsum Board Repair and Painting		\$8,500.00	\$8,500.00			
			SUB-TOTAL	\$186,050.00	\$16,000.00	\$26,750.00	\$143,300.00	
STRUCTURAL								
	1	No significant structural items were identified at this building.		\$0.00				
			SUB-TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	
MECHANICAL								
	1	Replace AHU components on a yearly schedule		\$3,500.00	\$3,500.00			
	2	Replace Boiler system. Pumps, controls, filters, expansion tanks.		\$35,000.00		\$35,000.00		
	3	Replace Air-Conditioning Condensing Units, Coils, Linesets		\$30,000.00		\$30,000.00		
	4	Replace exhaust fan in Men's restroom		\$500.00			\$500.00	
	5	Clean exterior louvers and repair bird and insect screens.		\$1,500.00			\$1,500.00	
	6	Clean ductwork.		\$3,500.00		\$3,500.00		
	7	Replace water closets and/or carriers where needed.		\$6,000.00			\$6,000.00	
			SUB-TOTAL	\$80,000.00	\$3,500.00	\$68,500.00	\$8,000.00	
ELECTRICAL								
	1	Replace above-counter kitchenette receptacle with new GFCI receptacle.		\$150.00			\$150.00	
	2	Replace exterior receptacle's broken cover with a new NEMA 3R receptacle cover.		\$150.00			\$150.00	
	3	Replace receptacles in areas accessible to public with new tamper resistant receptacles.		\$150.00			\$150.00	
	4	Provide GFCI protection for electric water cooler.		\$150.00			\$150.00	
	5	Replace above-counter receptacles in break room with new GFCI receptacles.		\$750.00			\$750.00	
	6	Replace above-counter receptacles in main office with new GFCI receptacles.		\$750.00			\$750.00	
	7	Replace existing restroom receptacles with new GFCI receptacles.		\$1,250.00			\$1,250.00	
	8	Replace existing computer receptacles with new work-surface listed, tamper resistant receptacles.		\$4,500.00			\$4,500.00	
	9	Replace existing combination exit/emergency fixtures with LED combo units.		\$8,500.00	\$8,500.00			
	10	Replace existing light fixtures with new LED fixtures.		\$21,150.00			\$21,150.00	
	11	Provide extra tamper resistant receptacles throughout library where needed to eliminate the use of power strips.		\$2,900.00	\$2,900.00			
	12	Replace existing light fixtures in public bathrooms with new LED fixtures, and provide addition LED fixtures for adequate light levels.		\$1,714.00	\$1,714.00			
			SUB-TOTAL	\$42,114.00	\$34,264.00	\$0.00	\$7,850.00	
SUB-TOTAL				\$380,864.00	\$53,764.00	\$102,250.00	\$224,850.00	
CONTINGENCY				20%	\$76,172.80	\$10,752.80	\$20,450.00	\$44,970.00
SUB-TOTAL				\$457,036.80	\$64,516.80	\$122,700.00	\$269,820.00	
GENERAL CONTRACTOR/CONSTRUCTION MANAGER				20%	\$91,407.36	\$12,903.36	\$24,540.00	\$53,964.00
SUB-TOTAL				\$548,444.16	\$77,420.16	\$147,240.00	\$323,784.00	
A/E DESIGN				11%	\$60,328.86	\$8,516.22	\$16,196.40	\$35,616.24
TOTAL				\$608,773.02	\$85,936.38	\$163,436.40	\$359,400.24	

PROJECT	ITEM	DESCRIPTION	ESTIMATED BUDGETARY COST	PRIORITY		
				LOW	MEDIUM	HIGH
ADDITION						
	1	Proposed addition to the south, to accommodate a larger collection area.	\$200,000.00	\$200,000.00		
SUB-TOTAL			\$200,000.00	\$200,000.00	\$0.00	\$0.00
SUB-TOTAL			\$200,000.00	\$200,000.00	\$0.00	\$0.00
CONTINGENCY			20%	\$40,000.00	\$40,000.00	\$0.00
SUB-TOTAL			\$240,000.00	\$240,000.00	\$0.00	\$0.00
GENERAL CONTRACTOR/CONSTRUCTION MANAGER			20%	\$48,000.00	\$48,000.00	\$0.00
SUB-TOTAL			\$288,000.00	\$288,000.00	\$0.00	\$0.00
A/E DESIGN			11%	\$31,680.00	\$31,680.00	\$0.00
TOTAL			\$319,880.00	\$319,880.00	\$0.00	\$0.00



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Request to Approve Quote for Historic Water Tower Flag Rope Replacement

☐ 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/PW
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 5 Minutes
Summary of Issue: Upon a trek up to the top of the water tower to put up the flags, it was realized that between the time of taking the flags down last year and this spring that the ropes that carry the flags on the water tower had severed (2 out of the 3).	
Alternatives, Options, Effects on Others/Comments: It turns out there aren't many people that can reach 200-feet in the air to replace flag pole ropes, but staff did find a tower contractor that provided a quote to do this work. Diamond Tower Service, Inc. has quoted the City \$4,000 to replace all the ropes on the flagpoles of the water tower by use of a crane and their staff to do so. Staff would also need to procure the ropes to replace the old ones, and are working with our flag pole supplier on this effort.	
Recommended Action/Motion: Staff would recommend authorizing the quote with Diamond Tower Service, Inc. in the amount of \$4,000 to replace the ropes on the flagpoles attached to the historic water tower.	
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>4,000</u> <i>Is this budgeted?</i> ☐ Yes ☒ No <i>Please Explain:</i> Staff recommends paying for this out of the Unallocated Miscellaneous Fund.	



TOWER CONSTRUCTION / MAINTENANCE
TOWER MAPPING
DISH & ANTENNA INSTALLATIONS
REMOVALS AND REPAIRS
TOWER INSPECTIONS / TOWER PAINTING
WIND TURBINE INSTALLATIONS
ROOF TOP AND WATER TANK SYSTEMS
ALL FORMS OF TOWER LIGHTING
TOWER SITE CONSULTATION

3316 5th Street South Waite Park, MN. 56387

PHONE-320.761.2927

FAX-320.251.4104

DATE: May 12th 2021

Proposal # 05122102

ATTN: City of Brainerd - C/O Paul Sandy
501 Laurel St. Brainerd, MN. 56401

Site location: Brainerd, MN.
Job Name: Flag poles
Phone: 218-828-2307 Paul Sandy

Work to be Performed:

Replace flagpole ropes on each of the 3 poles mounted to the top of the water tower in Brainerd

Remove any old ropes that may still be in place and assist with hanging the flags if needed.

Work to be performed from a man basket hoisted by a crane

Replacement ropes to be supplied by others

Before and after pictures will be taken as well as any deterioration or damage found on the poles

Crane rental and man basket cost \$ 2,500.00

Diamond Tower labor cost \$ 1,500.00

Contractor will bill additional for the following on this contract for down time or delays in construction:

Work uncompleted causing the schedule to be altered by other contractors.

Improper materials and equipment to complete construction of the project.

Owner or General Contractor changes schedule during construction.

Unsafe tower structures and/or site conditions.

Diamond Tower Service, Inc. propose hereby to furnish material and/or labor to complete all work mentioned above in accordance with above specifications, terms and conditions, for the sum of: Four Thousand Dollars (\$ 4,000.00)

Payment to be made as follows: (Pricing does not include any State, Federal or Local sales, use or excise taxes).

WITHIN 30 DAYS OF PROJECT COMPLETION.

Acceptance of Proposal: Upon signatures below, the above prices, specifications, terms and conditions are satisfactory and are hereby accepted. Diamond Tower Service, Inc. is authorized to do the work as specified. Payment will be made as outlined above. Proposal must be signed, dated and returned to this office before work can begin. (Retain a copy for your files).

Signature _____

Date _____

P.O. # _____

Authorized Signature

Kelly Kuderling / Diamond Tower Service, Inc.

Note: This proposal may be withdrawn after 60 days.



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Community Service Officer Resignation & Request to hire.

☐ 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: Chief Mike Bestul	Department: Police
Presenter (Name & Title): Chief Mike Bestul	Estimated Time Needed: 5 Minutes
Summary of Issue: On April 30, Community Service Officer Andrew Louks submitted a Letter of Resignation effective May 14th. Andrew's resignation leaves us with two Community Service Officers and one Police Intern (CSO) leading into the summer. CSO Thoms will be attending Law Enforcement Skills program starting May 17th, leaving us with only two CSOs. We will be seeking additional potential candidates in the near future once College and High Schools will be completed.	
Alternatives, Options, Effects on Others/Comments: Starting Community Service Officer wages are currently \$11.67/hour, however to be consistent with the recent Police Intern hiring I would like to request \$12.00, which is the lowest paid position for the City. This minimal amount would be absorbed in the 2021 department budget. This past year we have seen a decrease in applicants applying for Community Service Officer position and in discussions the current wages is a concern.	
Recommended Action/Motion: Accept Community Service Officer Andrew Louks's resignation with regret and authorize filling the vacancy created at the rate of \$12.00.	
Financial Impact: Is there a cost associated with this request: ☒ Yes ☐ No What is the total cost, with tax and shipping \$ _____ Is this budgeted? ☒ Yes ☐ No <u>Please Explain:</u> The position is within the department's budget and the proposed increase would be absorbed without concern.	

Letter of Resignation

Andrew Louks
21122 Beach Rd
Deerwood, MN 56444
(218) 838-4951
anlouks@gmail.com

April 30th, 2021

Mike Bestul
Chief of Police
Brainerd Police Department
225 E River Rd
Brainerd, MN 56401

Hello Mr. Bestul,

I am writing to you to declare that I will be resigning from my current position as a Community Service Officer for the Brainerd Police Department. This is my formal 2-week notice from the listed date at the top of the letter. My last effective working date is May 14th, 2021.

I have gained a lot of useful knowledge through this position and plan to use this experience for my future. My co-workers and the police force, including you, have been nothing but good to me, however, I am now looking for a full-time job. This job has been crucial to maintaining my financial stability and filling a gap in my career with very useful knowledge for the law enforcement field. I appreciate this opportunity for employment during this transition stage of my life and the privilege to work in collaboration with you and the rest of the department. Thank you.

Respectfully, Andrew Louks.

A handwritten signature in black ink, appearing to read "Andrew Louks", with a stylized flourish at the end.



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Disposal of retired Police Squad

☐ 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: Chief Mike Bestul	Department: Police
Presenter (Name & Title): Chief Mike Besutl	Estimated Time Needed: 2 minutes
Summary of Issue: Request authorization for the disposal of the following retired police squad that was replaced this year. We would like to use Central Minnesota Dealer Auction located south of Brainerd to sell: 2016 Ford Interceptor Utility VIN: 1FM5K8AR6GGC61822 Squad #422	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Authorize the sale of retired police squad #422 utilizing Central Minnesota Dealer Auction.	
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: May 17th, 2021

Title of Item: Police Officer Hiring Ratification

☐ 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: Chief Mike Bestul	Department: Police
Presenter (Name & Title): Chief Mike Bestul	Estimated Time Needed: 3 minutes
Summary of Issue: Police Officer candidate Jacob Scholten has successfully completed the pre-employment screening process. Jacob Scholtens' first day of employment is schedule for June 1, 2021. Jacob Scholten will start at 2021 Step 1 rate of \$28.26 per hour, pursuant to the current Law Enforcement Labor Services Local (LELS) #65 agreement.	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Affirm hiring Police Officer Jacob Scholten, starting at LELS Step 1 rate of \$28.26 per hour, with an effective date of June 1, 2021.	
Financial Impact: Is there a cost associated with this request: ☒ Yes ☐ No What is the total cost, with tax and shipping \$ _____ Is this budgeted? ☒ Yes ☐ No This position is within the department's current budget. <u>Please Explain:</u>	



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Adopt Resolutions for State Bonding Priorities

☐ 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: Jennifer Bergman	Department: Administration
Presenter (Name & Title): City Administrator Bergman	Estimated Time Needed: 5 Minutes
Summary of Issue: 2022 is scheduled to be a state bonding year. The bonding bill applications need to be submitted to Minnesota Management and Budget (MMB) by June 18, 2021 in order to be considered by the legislature. Prior to submitting an application, the Council needs to adopt a resolution, which represents support for the project and is included as part of the application to MMB, as well as prioritizing the projects if multiple applications are to be submitted. Staff is recommending submitting two applications for 2022 state bonding consideration in the following order of priority: 1) Water Storage Tanks and 2) Cuyuna Lakes State Trail Extension.	
Alternatives, Options, Effects on Others/Comments: Water Storage Tanks: The replacement of the water storage tanks have been on BPU's 5 year capital plan broken down over two different phases. The first phase of the project is to be started in 2021. The total project is estimated to cost \$10-11 million. The first phase is preliminary estimated to cost \$5.6 million. The intention/hope is to fund the second phase of the project as part of the state bonding bill in 2022. The City needs to issue debt in 2021 to fund the first phase of the project and it was budgeted to issue debt for the 2021 road construction projects as well. The plan is to issue bonds for all projects this summer. CLST Extension: The City received left over bonding funding from the 2014 bonding appropriation for the construction of the Cuyuna Lakes State Trail in the amount of \$1.1 million to connect the trail to the Paul Bunyan trail. However, the total project cost is \$3 million leaving the City short \$1.9 million. Staff is recommending submitting an application for state bonding for the \$1.9 million.	
Recommended Action/Motion: 1) Adopt Resolution Authorizing the City Administrator to File and Application with the Minnesota Management and Budget Office for the Purpose of a Water Storage Tank as the #1 priority. 2) Adopt Resolution Authoring the City Administrator to File an Application with the Minnesota Management and Budget Office for the Purpose of Extending the CLST as the #2 priority.	
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>	

RESOLUTION NO. ____:21
AUTHORIZING THE CITYADMINISTRATOR
TO FILE AN APPLICATION WITH THE MINNESOTA MANAGEMENT AND
BUDGET OFFICE FOR THE PURPOSE OF A WATER STORAGE TANK

WHEREAS, the Minnesota Management and Budget Office, has released application instructions for local governments and political subdivisions for 2022 capital budget requests; and,

WHEREAS, the City of Brainerd has need for and intends to significantly improve its public water infrastructure in the community; and,

WHEREAS, all requests must be made to the Minnesota Management and Budget Office by June 18, 2021; and,

WHEREAS, the City of Brainerd has identified this project as its number 1 priority;

NOW, THEREFORE BE IT RESOLVED, the City Administrator through actions of the Mayor and City Council, is hereby authorized to execute and file an application on behalf of the City of Brainerd, with the Minnesota Management and Budget Office for the projects described above.

Moved by Councilor _____ and seconded by Councilor _____ that the foregoing resolution be adopted.

Voting Aye:

Voting No:

Adopted this ____ day of May, 2021

Approved this ____ day of May, 2021

KELLY BEVANS
President of the Council

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

RESOLUTION NO. __:21
AUTHORIZING THE CITYADMINISTRATOR
TO FILE AN APPLICATION WITH THE MINNESOTA MANAGEMENT AND
BUDGET OFFICE FOR THE PURPOSE OF THE CUYUNA LAKES STATE
TRAIL EXTENSION

WHEREAS, the Minnesota Management and Budget Office, has released application instructions for local governments and political subdivisions for 2022 capital budget requests; and,

WHEREAS, the City of Brainerd has need for and intends to significantly improve its state trail connectivity in the community; and,

WHEREAS, all requests must be made to the Minnesota Management and Budget Office by June 18, 2021; and,

WHEREAS, the City of Brainerd has identified this project as its number 2 priority;

NOW, THEREFORE BE IT RESOLVED, the City Administrator through actions of the Mayor and City Council, is hereby authorized to execute and file an application on behalf of the City of Brainerd, with the Minnesota Management and Budget Office for the projects described above.

Moved by Councilor _____ and seconded by Councilor _____ that the foregoing resolution be adopted.

Voting Aye:

Voting No:

Adopted this ____ day of May, 2021

KELLY BEVANS
President of the Council

Approved this ____ day of May, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

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

May 17, 2021

7:00 P.M.

WebEx Teleconference Call-In Information

Call Toll-Free: 844-992-4726

Access Code: 187 649 2678

1. Request to Adopt Resolution - Accepting Bids - Improvements 20-05 and 20-06 - Madison Street and SE Brainerd Construction Project
2. Request to Accept Bids - Improvements 21-02 and 21-06 - 2021 Crack Sealing Projects
3. Request to Approve Testing Services Contract with Braun Intertec for Improvement 19-19 - NW 3rd and Jackson Street Reconstruction Project
4. Request to Approve Event Application - DANGIE 5K War Against Cancer
5. Request to Approve Event/Parking Lot Closure Application - WeARE Fundraiser
6. Request to Approve Name a Snowplow Final Survey Results



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Resolution-Accepting Bid-Imps 20-05 and 20-06-SE Brainerd and Madison

☐ 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
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 5 Minutes
Summary of Issue: Bids were solicited and received on Friday, May 7 2021 for Improvements 20-05 and 20-06 - Madison Street and SE Brainerd Construction Project.	
Alternatives, Options, Effects on Others/Comments: Three bids were received during the opening from DeChantal Excavating, Anderson Brothers Construction of Brainerd, LLC, and Douglas-Kerr Underground in the total bid amounts of \$2,501,504.98, \$2,562,600.54, and \$3,102,453.26 respectively. The Engineer's Estimate for this project was \$3,316,895. The bids represent a 24.58% under, 22.74% under, and 6.47% under Engineer's estimate. The tight bids between the two low bids indicate that the contractors are reading the plans the same way, and staff feels that the bids that were received are a true and accurate reflection of what it will take to construct these projects.	
Recommended Action/Motion: Staff recommends adopting the attached resolution in which accepts the bids for Improvements 20-05 and 20-06 - Madison Street and SE Brainerd Construction project and awarding the bid to DeChantal Excavating in the total bid amount of \$2,501,504.98 and authorizing 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>2,501,504.98</u> <i>Is this budgeted?</i> ☒ Yes ☐ No <i>Please Explain:</i> These projects were planned in the 5-year street and sewer capital improvement plan.	

Contract 2021-02 - Bid Abstract By Project

Report Date: 5/10/2021
Contract Name: Madison Street Reconstruction & SE Brainerd Resurfacing Projects
Contract Number: 2021-02
Release Date: 4/9/2021
Bid Opening: 5/7/2021, 10:00 AM

20-05 Madison Street Reconstruction Reconstruction

Base Bid

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					DeChantal Excavating LLC		Anderson Brothers Construction Company of Brainerd LLC		Douglas-Kerr Underground, LLC	
Line	Number	Description	Unit	Contract Quantity	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount
1	2021.501/00010	MOBILIZATION	LS	0.24	\$101,729.00	24,414.96	\$52,196.40	12,527.14	\$78,145.00	18,754.8
2	2104.502/00120	REMOVE METAL APRON	EACH	2	\$50.00	100	\$51.80	103.6	\$302.00	604
3	2104.502/00770	REMOVE MANHOLE OR CATCH BASIN	EACH	9	\$350.00	3,150	\$362.50	3,262.5	\$672.00	6,048
4	2104.502/00820	REMOVE CASTING	EACH	7	\$90.00	630	\$100.00	700	\$160.00	1,120
5	2104.502/02090	SALVAGE HYDRANT	EACH	4	\$425.00	1,700	\$440.00	1,760	\$970.00	3,880
6	2104.503/00195	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	12	\$5.00	60	\$3.50	42	\$3.15	37.8
7	2104.503/00210	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	817	\$2.00	1,634	\$2.35	1,919.95	\$2.50	2,042.5
8	2104.503/00270	REMOVE WATER MAIN	L F	97	\$10.50	1,018.5	\$10.85	1,052.45	\$13.40	1,299.8
9	2104.503/00285	REMOVE SEWER PIPE (STORM)	L F	1,296	\$9.50	12,312	\$9.85	12,765.6	\$16.75	21,708
10	2104.503/00315	REMOVE CURB & GUTTER	L F	3,317	\$2.25	7,463.25	\$2.55	8,458.35	\$3.25	10,780.25
11	2104.504/00080	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	25	\$8.00	200	\$5.50	137.5	\$11.10	277.5
12	2104.504/00110	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	1,241	\$5.50	6,825.5	\$3.45	4,281.45	\$3.30	4,095.3
13	2104.504/00120	REMOVE BITUMINOUS PAVEMENT	S Y	7,827	\$1.75	13,697.25	\$4.70	36,786.9	\$2.90	22,698.3
14	2104.505/000001	REMOVE CONCRETE VALLEY GUTTER	S Y	55	\$7.00	385	\$4.10	225.5	\$8.65	475.75
15	2105.507/00015	COMMON EXCAVATION (P)	C Y	2,706	\$10.50	28,413	\$6.90	18,671.4	\$18.00	48,708
16	2105.507/00390	STABILIZING AGGREGATE	C Y	100	\$13.00	1,300	\$9.25	925	\$43.95	4,395
17	2105.601/00015	DEWATERING	LS	0.24	\$1.00	0.24	\$1.05	0.25	\$0.05	0.01
18	2130.523/00010	WATER	MGAL	50	\$60.00	3,000	\$46.25	2,312.5	\$69.30	3,465
19	2211.509/00070	AGGREGATE BASE CLASS 5	TON	3,670	\$14.50	53,215	\$13.35	48,994.5	\$13.95	51,196.5
20	2360.509/12300	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	2,149	\$62.00	133,238	\$62.00	133,238	\$62.00	133,238
21	2451.507/00140	GRANULAR BEDDING (LV)	C Y	358	\$56.00	20,048	\$58.00	20,764	\$40.10	14,355.8
22	2501.502/01018	18" CS PIPE APRON	EACH	2	\$167.65	335.3	\$173.65	347.3	\$872.00	1,744
23	2501.503/12018	18" CS PIPE CULVERT	L F	40	\$40.20	1,608	\$41.65	1,666	\$93.70	3,748
24	2503.503/06041	4" CP PIPE SEWER (SMOOTH)	L F	10	\$19.15	191.5	\$19.85	198.5	\$61.60	616

					DeChantal Excavating LLC		Anderson Brothers Construction Company of Brainerd LLC		Douglas-Kerr Underground, LLC	
Line	Number	Description	Unit	Contract Quantity	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount
25	2503.503/06081	8" CP PIPE SEWER (SMOOTH)	L F	20	\$22.40	448	\$23.20	464	\$64.85	1,297
26	2503.503/19123	12" RC PIPE SEWER DES 3006 CL III	L F	84	\$39.60	3,326.4	\$41.00	3,444	\$86.00	7,224
27	2503.503/19153	15" RC PIPE SEWER DES 3006 CL III	L F	467	\$45.45	21,225.15	\$47.10	21,995.7	\$89.40	41,749.8
28	2503.503/19243	24" RC PIPE SEWER DES 3006 CL III	L F	317	\$62.10	19,685.7	\$64.30	20,383.1	\$99.30	31,478.1
29	2503.503/19303	30" RC PIPE SEWER DES 3006 CL III	L F	382	\$89.75	34,284.5	\$92.95	35,506.9	\$128.00	48,896
30	2503.503/13060	6" PVC PIPE SEWER	L F	10	\$29.95	299.5	\$31.00	310	\$64.40	644
31	2503.503/13120	12" PVC PIPE SEWER	L F	20	\$48.00	960	\$49.70	994	\$76.50	1,530
32	2502.604/00140	4" INSULATION	S Y	12	\$37.65	451.8	\$39.00	468	\$65.95	791.4
33	2504.601/00040	TEMPORARY WATER SERVICE	LS	0.24	\$57,000.00	13,680	\$59,028.75	14,166.9	\$0.05	0.01
34	2504.602/00010	CONNECT TO EXISTING WATER MAIN	EACH	7	\$1,450.00	10,150	\$1,501.65	10,511.55	\$1,511.00	10,577
35	2504.602/00020	HYDRANT	EACH	4	\$4,584.20	18,336.8	\$4,747.35	18,989.4	\$6,021.00	24,084
36	2504.602/00035	ADJUST VALVE BOX-WATER	EACH	7	\$275.00	1,925	\$284.80	1,993.6	\$1,017.00	7,119
37	2504.602/00806	6" GATE VALVE & BOX	EACH	4	\$1,882.75	7,531	\$1,949.75	7,799	\$2,302.00	9,208
38	2504.602/00812	12" GATE VALVE & BOX	EACH	1	\$4,151.00	4,151	\$4,298.75	4,298.75	\$6,199.00	6,199
39	2504.602/03008	ADJUST CURB BOX	EACH	10	\$165.00	1,650	\$170.85	1,708.5	\$241.00	2,410
40	2504.603/01062	6" WATERMAIN DUCTILE IRON CL 52	L F	98	\$45.40	4,449.2	\$47.00	4,606	\$33.95	3,327.1
41	2504.603/01122	12" WATERMAIN DUCTILE IRON CL 52	L F	36	\$81.40	2,930.4	\$84.30	3,034.8	\$75.25	2,709
42	2503.608/00011	DUCTILE IRON FITTINGS	LB	791	\$7.95	6,288.45	\$8.25	6,525.75	\$5.40	4,271.4
43	2506.502/06000	CASTING ASSEMBLY	EACH	7	\$975.00	6,825	\$1,009.70	7,067.9	\$1,736.00	12,152
44	2506.602/06200	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	1	\$1,550.00	1,550	\$1,605.20	1,605.2	\$2,418.00	2,418
45	2506.602/06210	CONNECT INTO EXISTING STORM SEWER	EACH	6	\$1,250.00	7,500	\$1,294.50	7,767	\$1,241.00	7,446
46	2506.502/00072	CONST DRAINAGE STRUCTURE DESIGN G OR H	EACH	1	\$3,134.70	3,134.7	\$3,246.35	3,246.35	\$2,979.00	2,979
47	2506.502/02420	CONST DRAINAGE STRUCTURE DES 48-4020	EACH	8	\$3,045.40	24,363.2	\$3,153.80	25,230.4	\$3,195.00	25,560
48	2506.502/03020	CONST DRAINAGE STRUCTURE DES 60-4020	EACH	2	\$4,546.55	9,093.1	\$4,708.35	9,416.7	\$6,023.00	12,046
49	2506.602/06420	SEAL DRAINAGE STRUCTURE	EACH	10	\$190.00	1,900	\$196.75	1,967.5	\$446.00	4,460
50	2531.503/02320	CONCRETE CURB & GUTTER DESIGN B624	L F	3,345	\$18.20	60,879	\$18.85	63,053.25	\$19.40	64,893
51	2531.504/00070	7" CONCRETE DRIVEWAY PAVEMENT	S Y	25	\$70.00	1,750	\$72.50	1,812.5	\$75.65	1,891.25
52	2531.604/00208	8" CONCRETE VALLEY GUTTER	S Y	25	\$100.00	2,500	\$103.55	2,588.75	\$111.00	2,775
53	2540.602/00145A	SALVAGE AND REINSTALL MAILBOX	EACH	7	\$165.00	1,155	\$98.40	688.8	\$90.00	630

					DeChantal Excavating LLC		Anderson Brothers Construction Company of Brainerd LLC		Douglas-Kerr Underground, LLC	
Line	Number	Description	Unit	Contract Quantity	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount
54	2540.602/00145B	TEMPORARY MAILBOX SUPPORT	EACH	6	\$60.00	360	\$15.55	93.3	\$45.00	270
55	2563.601/00010	TRAFFIC CONTROL	LS	0.24	\$13,500.00	3,240	\$6,730.42	1,615.3	\$6,250.00	1,500
56	2573.501/00025	STABILIZED CONSTRUCTION EXIT	LS	0.24	\$24,800.00	5,952	\$5,777.75	1,386.66	\$9,360.00	2,246.4
57	2573.501/00030	EROSION CONTROL SUPERVISOR	LS	0.24	\$2,400.00	576	\$1,386.65	332.8	\$22,361.00	5,366.64
58	2573.502/00110	STORM DRAIN INLET PROTECTION	EACH	14	\$150.00	2,100	\$155.35	2,174.9	\$134.00	1,876
59	2573.503/00060	SEDIMENT CONTROL LOG TYPE STRAW	L F	100	\$5.00	500	\$5.20	520	\$5.00	500
60	2574.507/001001111	COMMON TOPSOIL BORROW (LV)	C Y	798	\$33.00	26,334	\$35.00	27,930	\$36.25	28,927.5
61	2575.501/00020	TURF ESTABLISHMENT	LS	0.24	\$39,150.00	9,396	\$40,543.45	9,730.43	\$28,000.00	6,720
62	2575.523/00020	RAPID STABILIZATION METHOD 3	MGAL	5	\$200.00	1,000	\$207.15	1,035.75	\$100.00	500
						Total 636,820.4		Total 637,603.83		Total 743,959.91

20-05 Madison Street Reconstruction Reconstruction Totals

DeChantal Excavating LLC	Anderson Brothers Construction Company Of Brainerd LLC	Douglas-Kerr Underground, LLC
\$636,820.40	\$637,603.83	\$743,959.91

20-06 SE Brainerd Resurfacing Reconstruction

Base Bid										
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					DeChantal Excavating LLC		Anderson Brothers Construction Company of Brainerd LLC		Douglas-Kerr Underground, LLC	
Line	Number	Description	Unit	Contract Quantity	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount
1	2021.501/00010	MOBILIZATION	LS	0.76	\$104,117.00	79,128.92	\$59,845.30	45,482.43	\$99,333.00	75,493.08
2	2101.505/00020	CLEARING	ACRE	0.08	\$7,500.00	600	\$7,766.95	621.36	\$10,000.00	800
3	2101.505/00030	GRUBBING	ACRE	0.08	\$7,500.00	600	\$7,766.95	621.36	\$10,000.00	800
4	2101.524/00040	CLEARING	TREE	14	\$450.00	6,300	\$466.00	6,524	\$250.00	3,500
5	2101.524/00050	GRUBBING	TREE	15	\$105.00	1,575	\$108.75	1,631.25	\$85.00	1,275
6	2104.502/0001111	REMOVE SHRUB	EACH	32	\$37.00	1,184	\$57.80	1,849.6	\$50.00	1,600
7	2104.502/00600	REMOVE CONCRETE STEPS	EACH	18	\$76.00	1,368	\$181.45	3,266.1	\$153.00	2,754
8	2104.502/00820	REMOVE CASTING	EACH	62	\$90.00	5,580	\$115.55	7,164.1	\$160.00	9,920
9	2104.502/00850	REMOVE GATE VALVE & BOX	EACH	12	\$95.00	1,140	\$98.40	1,180.8	\$458.00	5,496
10	2104.502/00860	REMOVE CURB STOP & BOX	EACH	50	\$65.00	3,250	\$67.30	3,365	\$973.00	48,650
11	2104.502/02090	SALVAGE HYDRANT	EACH	6	\$425.00	2,550	\$440.15	2,640.9	\$895.00	5,370
12	2104.502/02380	SALVAGE BOULDER	EACH	35	\$25.00	875	\$115.55	4,044.25	\$48.25	1,688.75
13	2104.503/00195	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	525	\$5.00	2,625	\$5.80	3,045	\$3.15	1,653.75
14	2104.503/00210	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	1,575	\$2.00	3,150	\$3.50	5,512.5	\$2.50	3,937.5
15	2104.503/00270	REMOVE WATER MAIN	L F	2,150	\$6.00	12,900	\$6.25	13,437.5	\$18.20	39,130

					DeChantal Excavating LLC		Anderson Brothers Construction Company of Brainerd LLC		Douglas-Kerr Underground, LLC	
Line	Number	Description	Unit	Contract Quantity	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount
16	2104.503/00285	REMOVE SEWER PIPE (STORM)	L F	10	\$18.00	180	\$18.65	186.5	\$30.25	302.5
17	2104.503/00315	REMOVE CURB & GUTTER	L F	9,624	\$2.25	21,654	\$2.55	24,541.2	\$3.80	36,571.2
18	2104.503/01220	SALVAGE FENCE	L F	106	\$15.00	1,590	\$5.20	551.2	\$20.00	2,120
19	2104.503/01610	SALVAGE METAL RAILING	L F	15	\$20.00	300	\$10.35	155.25	\$30.00	450
20	2104.503/01611	REMOVE LANDSCAPE EDGER	L F	140	\$2.00	280	\$2.30	322	\$4.00	560
21	2104.503/00850	REMOVE WATER SERVICE PIPE	L F	1,200	\$3.00	3,600	\$3.15	3,780	\$12.70	15,240
22	2104.504/00080	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	650	\$8.00	5,200	\$5.50	3,575	\$11.35	7,377.5
23	2104.504/00110	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	527	\$5.50	2,898.5	\$3.45	1,818.15	\$5.75	3,030.25
24	2104.504/00120	REMOVE BITUMINOUS PAVEMENT	S Y	31,627	\$1.75	55,347.25	\$4.70	148,646.9	\$2.55	80,648.85
25	2104.505/000001	REMOVE CONCRETE VALLEY GUTTER	S Y	100	\$7.00	700	\$4.10	410	\$9.60	960
26	2104.518/00329	REMOVE LANDSCAPE MULCH	S F	583	\$1.20	699.6	\$0.85	495.55	\$0.65	378.95
27	2104.518/00330	REMOVE LANDSCAPE ROCK	S F	153	\$1.20	183.6	\$1.30	198.9	\$1.55	237.15
28	2104.518/00130	REMOVE CONCRETE SIDEWALK	S F	3,377	\$0.90	3,039.3	\$0.95	3,208.15	\$0.85	2,870.45
29	2104.618/00030	REMOVE STONE PAVERS	S F	37	\$2.00	74	\$3.45	127.65	\$10.30	381.1
30	2104.618/00120	SALVAGE STONE PAVERS	S F	45	\$15.00	675	\$8.00	360	\$40.00	1,800
31	2105.504/00035	GEOTEXTILE FABRIC TYPE 5	S Y	5,844	\$2.25	13,149	\$0.95	5,551.8	\$2.05	11,980.2
32	2105.507/00050	SUBGRADE EXCAVATION	C Y	3,834	\$9.75	37,381.5	\$9.20	35,272.8	\$15.50	59,427
33	2105.507/00190	SELECT GRANULAR BORROW (LV)	C Y	6,093	\$11.00	67,023	\$13.95	84,997.35	\$15.35	93,527.55
34	2105.507/00015	COMMON EXCAVATION (P)	C Y	6,276	\$8.50	53,346	\$6.90	43,304.4	\$22.20	139,327.2
35	2105.507/00390	STABILIZING AGGREGATE	C Y	600	\$15.00	9,000	\$9.25	5,550	\$22.10	13,260
36	2105.601/00015	DEWATERING	LS	0.76	\$1.00	0.76	\$1.05	0.8	\$0.01	0.01
37	2130.523/00010	WATER	MGAL	122	\$60.00	7,320	\$46.25	5,642.5	\$69.30	8,454.6
40	2211.509/00070	AGGREGATE BASE CLASS 5	TON	7,737	\$14.50	112,186.5	\$13.35	103,288.95	\$18.30	141,587.1
41	2360.509/12300	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	4,258	\$62.00	263,996	\$62.00	263,996	\$62.00	263,996
42	2411.502/00210	CONCRETE STAIRWAY	EACH	16	\$300.00	4,800	\$310.70	4,971.2	\$300.00	4,800
43	2411.604/00007	RECONSTRUCT RETAINING WALL	S Y	30	\$70.00	2,100	\$38.00	1,140	\$60.00	1,800
44	2451.507/00140	GRANULAR BEDDING (LV)	C Y	357	\$56.00	19,992	\$58.00	20,706	\$40.10	14,315.7
45	2503.503/13040	4" PVC PIPE SEWER	L F	8	\$41.75	334	\$43.25	346	\$39.55	316.4
46	2502.604/00140	4" INSULATION	S Y	91	\$37.65	3,426.15	\$39.00	3,549	\$60.85	5,537.35
47	2503.503/19123	12" RC PIPE SEWER DES 3006 CL III	L F	66	\$39.60	2,613.6	\$41.00	2,706	\$55.05	3,633.3
48	2504.601/00040	TEMPORARY WATER SERVICE	LS	0.76	\$57,000.00	43,320	\$59,028.75	44,861.85	\$67,362.00	51,195.12
49	2504.602/00003	WATER SERVICE TAP & HOOKUP	EACH	50	\$1,026.90	51,345	\$1,063.45	53,172.5	\$1,268.00	63,400

					DeChantal Excavating LLC		Anderson Brothers Construction Company of Brainerd LLC		Douglas-Kerr Underground, LLC	
Line	Number	Description	Unit	Contract Quantity	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount
50	2504.602/00010	CONNECT TO EXISTING WATER MAIN	EACH	21	\$1,450.00	30,450	\$1,501.60	31,533.6	\$2,769.00	58,149
51	2504.602/00020	HYDRANT	EACH	7	\$4,584.20	32,089.4	\$4,747.35	33,231.45	\$5,169.00	36,183
52	2504.602/00035	ADJUST VALVE BOX-WATER	EACH	15	\$275.00	4,125	\$284.80	4,272	\$1,017.00	15,255
53	2504.602/00806	6" GATE VALVE & BOX	EACH	20	\$1,882.75	37,655	\$1,949.75	38,995	\$2,580.00	51,600
54	2504.602/00808	8" GATE VALVE & BOX	EACH	4	\$2,435.90	9,743.6	\$2,522.60	10,090.4	\$3,580.00	14,320
55	2504.602/00814	14" GATE VALVE & BOX	EACH	3	\$8,557.35	25,672.05	\$8,861.95	26,585.85	\$10,010.00	30,030
56	2504.602/03008	ADJUST CURB BOX	EACH	9	\$165.00	1,485	\$170.85	1,537.65	\$241.00	2,169
57	2504.603/00710	1" TYPE K COPPER PIPE	L F	1,242	\$29.85	37,073.7	\$30.90	38,377.8	\$44.60	55,393.2
58	2504.603/01062	6" WATERMAIN DUCTILE IRON CL 52	L F	1,422	\$45.40	64,558.8	\$47.00	66,834	\$76.95	109,422.9
59	2503.503/14143	14" DUCTILE IRON PIPE SEWER CL 52	L F	59	\$104.25	6,150.75	\$108.00	6,372	\$111.00	6,549
60	2503.608/00011	DUCTILE IRON FITTINGS	LB	4,947	\$8.40	41,554.8	\$8.70	43,038.9	\$5.40	26,713.8
61	2504.603/01082	8" WATERMAIN DUCTILE IRON CL 52	L F	738	\$57.55	42,471.9	\$59.60	43,984.8	\$82.80	61,106.4
62	2506.502/06000	CASTING ASSEMBLY	EACH	61	\$925.00	56,425	\$957.95	58,434.95	\$1,278.00	77,958
63	2506.502/00072	CONST DRAINAGE STRUCTURE DESIGN G OR H	EACH	1	\$3,134.75	3,134.75	\$3,246.30	3,246.3	\$4,582.00	4,582
64	2506.502/02420	CONST DRAINAGE STRUCTURE DES 48-4020	EACH	2	\$3,045.40	6,090.8	\$3,153.80	6,307.6	\$4,894.00	9,788
65	2506.502/06020	ADJUST FRAME & RING CASTING	EACH	2	\$525.00	1,050	\$543.70	1,087.4	\$1,442.00	2,884
66	2506.602/06420	SEAL DRAINAGE STRUCTURE	EACH	35	\$190.00	6,650	\$196.75	6,886.25	\$446.00	15,610
67	2506.602/06470	CONCRETE COLLAR	EACH	1	\$550.00	550	\$569.60	569.6	\$283.00	283
68	2511.602/00101	PLACE BOULDER	EACH	35	\$90.00	3,150	\$57.80	2,023	\$100.00	3,500
69	2521.518/00040	4" CONCRETE WALK	S F	7,757	\$5.70	44,214.9	\$5.90	45,766.3	\$7.45	57,789.65
70	2521.518/00060	6" CONCRETE WALK	S F	1,269	\$9.85	12,499.65	\$10.20	12,943.8	\$12.50	15,862.5
71	2531.503/02315	CONCRETE CURB & GUTTER DESIGN B618	L F	8,163	\$19.60	159,994.8	\$20.30	165,708.9	\$20.80	169,790.4
72	2531.503/02320	CONCRETE CURB & GUTTER DESIGN B624	L F	2,006	\$19.75	39,618.5	\$20.45	41,022.7	\$20.95	42,025.7
73	2531.504/00070	7" CONCRETE DRIVEWAY PAVEMENT	S Y	1,003	\$55.00	55,165	\$56.95	57,120.85	\$55.00	55,165
74	2531.604/00208	8" CONCRETE VALLEY GUTTER	S Y	109	\$100.00	10,900	\$103.55	11,286.95	\$110.00	11,990
75	2531.618/00010	TRUNCATED DOMES	S F	283	\$40.00	11,320	\$41.45	11,730.35	\$40.00	11,320
76	2535.503/00010	BITUMINOUS CURB	L F	50	\$25.00	1,250	\$23.10	1,155	\$25.00	1,250
77	2540.602/00145A	SALVAGE AND REINSTALL MAILBOX	EACH	28	\$165.00	4,620	\$98.40	2,755.2	\$90.00	2,520
78	2540.602/00145B	TEMPORARY MAILBOX SUPPORT	EACH	144	\$60.00	8,640	\$15.55	2,239.2	\$45.00	6,480
79	2540.603/00330	LANDSCAPE EDGER	L F	140	\$5.00	700	\$5.20	728	\$6.00	840
80	2540.618/00114	INSTALL STONE PAVERS	S F	45	\$50.00	2,250	\$51.75	2,328.75	\$50.00	2,250
81	2540.603/00011	INSTALL METAL RAILING	L F	15	\$33.50	502.5	\$34.70	520.5	\$60.00	900

					DeChantal Excavating LLC		Anderson Brothers Construction Company of Brainerd LLC		Douglas-Kerr Underground, LLC	
Line	Number	Description	Unit	Contract Quantity	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount
82	2557.603/11050	INSTALL FENCE	L F	106	\$35.00	3,710	\$10.35	1,097.1	\$15.00	1,590
83	2563.601/00010	TRAFFIC CONTROL	LS	0.76	\$13,500.00	10,260	\$16,279.01	12,372.05	\$15,789.00	11,999.64
84	2571.524/05080	CONIFEROUS TREE 8' HT B&B	TREE	7	\$1,095.00	7,665	\$1,133.95	7,937.65	\$585.00	4,095
85	2571.524/12200	DECIDUOUS TREE 2" CAL B&B	TREE	30	\$795.00	23,850	\$823.30	24,699	\$595.00	17,850
86	2571.525/12040	DECIDUOUS SHRUB 4' HT B&B	SHRB	36	\$195.00	7,020	\$201.95	7,270.2	\$75.00	2,700
87	2571.525/17010	TRANSPLANT SHRUB	SHRB	30	\$195.00	5,850	\$201.95	6,058.5	\$270.00	8,100
88	2572.602/00015	TREE PRUNING	EACH	24	\$200.00	4,800	\$25.90	621.6	\$100.00	2,400
89	2573.501/00025	STABILIZED CONSTRUCTION EXIT	LS	0.76	\$24,800.00	18,848	\$5,777.75	4,391.09	\$5,656.00	4,298.56
90	2573.501/00030	EROSION CONTROL SUPERVISOR	LS	0.76	\$2,400.00	1,824	\$693.35	526.95	\$10,174.00	7,732.24
91	2573.502/00110	STORM DRAIN INLET PROTECTION	EACH	64	\$150.00	9,600	\$155.35	9,942.4	\$134.00	8,576
92	2573.503/00060	SEDIMENT CONTROL LOG TYPE STRAW	L F	700	\$5.00	3,500	\$5.20	3,640	\$5.00	3,500
93	2574.507/00100111	COMMON TOPSOIL BORROW (L.V)	C Y	1,656	\$32.00	52,992	\$35.00	57,960	\$38.55	63,838.8
94	2575.501/00020	TURF ESTABLISHMENT	LS	0.76	\$39,150.00	29,754	\$40,543.45	30,813.02	\$28,000.00	21,280
95	2575.523/00020	RAPID STABILIZATION METHOD 3	MGAL	14	\$200.00	2,800	\$207.15	2,900.1	\$100.00	1,400
96	2575.604/00170	MULCH MATERIAL TYPE SPECIAL	S Y	77	\$125.00	9,625	\$103.55	7,973.35	\$100.00	7,700
97	2575.607/00120	LANDSCAPE ROCK	C Y	2	\$125.00	250	\$129.45	258.9	\$100.00	200
						Total 1,864,684.58		Total 1,924,996.71		Total 2,358,493.35

20-06 SE Brainerd Resurfacing Reconstruction Totals

DeChantal Excavating LLC

\$1,864,684.58

Anderson Brothers Construction Company Of
Brainerd LLC

\$1,924,996.71

Douglas-Kerr Underground, LLC

\$2,358,493.35

Totals

DeChantal Excavating LLC

\$2,501,504.98

Anderson Brothers Construction Company Of
Brainerd LLC

\$2,562,600.54

Douglas-Kerr Underground, LLC

\$3,102,453.26

I hereby certify that this is an exact reproduction of bids received.

License Number

Signature:

Date:

53635
Paul Sandoz
5/11/2021

RESOLUTION
NO _____

RESOLUTION ACCEPTING BID

WHEREAS, pursuant to an advertisement for bids for the improvements of the following described improvements:

IMPROVEMENTS 20-05 and 20-06

Street Resurfacing and Reconstruction

Madison Street – S 10th Street to SE 13th Street
St. Louis Avenue – SE 11th Street to 260 feet east of SE 13th Street
Chicago Avenue – SE 11th Street to 250 feet east of SE 13th Street
Portland Avenue – 300 feet west of SE 11th Street to 260 feet east of SE 13th Street
Rosewood Street – 280 feet west of SE 11th Street to SE 11th Street
SE 15th Street – 230 feet south of Rosewood Street to Oak Street
Quince Street – SE 15th Street to SE 16th Street
SE 16th Street – Quince Street to Oak Street
Walnut Street – Breilly Court to Oak Street
Pine Street – Walnut Street to Beech Street

Bids were received, opened, and tabulated according to law and the following bids were received complying with the advertisement:

<u>NAME OF BIDDER</u>	<u>AMOUNT OF BID</u>
DeChantal Excavating, LLC	\$2,501,504.98
Anderson Brothers Construction of Brainerd, LLC	\$2,562,600.54
Douglas-Kerr Underground, LLC	\$3,102,453.26

AND WHEREAS, DeChantal Excavating, LLC is the lowest responsible quoter; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRAINERD, MINNESOTA:

1. The Mayor and the City Administrator are hereby authorized and directed to enter into a contract with DeChantal Excavating, LLC for the amount of its said bid in the name of the City of Brainerd for the improvements above described according to the plans and specifications therefore approved by the City Council and of record in the office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Adopted this _____ day of _____, 2021

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Request to Approve Bids for Improvements 21-02 and 21-06

☐ 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
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 5 Minutes
Summary of Issue: Quotes for Improvements 21-02 and 21-06 - 2021 Crack Sealing Project were opened on Friday, May 7, 2021.	
Alternatives, Options, Effects on Others/Comments: In total, 6 quotes were received from Contractors. These contractors were Lot Pros Inc., KAMCO Inc., Anderson Brothers Construction of Brainerd, LLC, MP Asphalt Maintenance LLC, Asphalt Surface Technologies Corporation, and Outdoor Specialties. The quotes respectively from each contractor were \$13,804.00, \$16,599.00, \$26,544.00, \$26,673.75, \$30,452.00, and \$28,452.00. With this project, we typically order the crack filling material for the contractor to use off of the state contract, in which this year had a cost of \$6,487.50. The total cost with the low bid (Lot Pros.) and the crack filling material from Brock White is \$20,291.50. We budget for \$25,000 in crack filling each year out of the Construction Fund.	
Recommended Action/Motion: Staff recommends accepting the bids as presented and awarding Improvements 21-02 and 21-06 to Lot Pros Inc. in the total contract amount of \$13,804.00 and authorizing 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>20,291.50</u> <i>Is this budgeted?</i> ☒ Yes ☐ No <i>Please Explain:</i> We budget for \$25,000 in crack sealing each year in the 5-year street and sewer capital improvement plan.	

Contract 2021-03 - Bid Abstract By Project

Report Date: 5/7/2021

Contract Name: 2021 Cracking Sealing & 2021 Parking Lot Chip Sealing

Contract Number: 2021-03

Release Date: 3/30/2021

Bid Opening: 5/7/2021, 10:00 AM

21-02 2021 Cracking Sealing Crack Sealing

Base Bid.

Records 1-3 of 3														
					Lot Pros Inc.		KAMCO Inc		Anderson Brothers Construction Company of Brainerd LLC		MP Asphalt Maintenance LLC		Asphalt Surface Technologies Corp.	
Line	Number	Description	Unit	Contract Quantity	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount
1	2021.501/00010	MOBILIZATION	LS	0.92	\$850.00	782	\$1.00	0.92	\$1,000.00	920	\$0.00	0	\$1,500.00	1,380
2	2331.603/00040	CRACK SEALING	L F	\$4,775	\$0.20	10,955	\$0.28	15,337	\$0.36	19,719	\$0.45	24,648.75	\$0.48	26,292
3	2563.601/00010	TRAFFIC CONTROL	LS	0.92	\$850.00	782	\$1.00	0.92	\$1,000.00	920	\$0.00	0	\$500.00	460
						Total		Total		Total		Total		Total
						12,519		15,338.84		21,559		24,648.75		28,132

21-02 2021 Cracking Sealing Crack Sealing Totals

Lot Pros Inc.	KAMCO Inc	Anderson Brothers Construction Company Of Brainerd LLC	MP Asphalt Maintenance LLC	Asphalt Surface Technologies Corp.
\$12,519.00	\$15,338.84	\$21,559.00	\$24,648.75	\$28,132.00

21-06 2021 Parking Lot Crack Sealing Crack Sealing

Base Bid

Records 1-3 of 3														
					Lot Pros Inc.		KAMCO Inc		Anderson Brothers Construction Company of Brainerd LLC		MP Asphalt Maintenance LLC		Asphalt Surface Technologies Corp.	
Line	Number	Description	Unit	Contract Quantity	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount	Bid Amount	Total Amount
1	2021.501/00010	MOBILIZATION	LS	0.08	\$1,000.00	80	\$1.00	0.08	\$500.00	40	\$0.00	0	\$1,500.00	120
2	2331.603/00040	CRACK SEALING	L F	4,500	\$0.25	1,125	\$0.28	1,260	\$1.09	4,905	\$0.45	2,025	\$0.48	2,160
3	2563.601/00010	TRAFFIC CONTROL	LS	0.08	\$1,000.00	80	\$1.00	0.08	\$500.00	40	\$0.00	0	\$500.00	40
						Total 1,285		Total 1,260.16		Total 4,985		Total 2,025		Total 2,320

21-06 2021 Parking Lot Crack Sealing Crack Sealing Totals

Lot Pros Inc.	KAMCO Inc	Anderson Brothers Construction Company Of Brainerd LLC	MP Asphalt Maintenance LLC	Asphalt Surface Technologies Corp.
\$1,285.00	\$1,260.16	\$4,985.00	\$2,025.00	\$2,320.00

Totals

Lot Pros Inc.	KAMCO Inc	Anderson Brothers Construction Company Of Brainerd LLC	MP Asphalt Maintenance LLC	Asphalt Surface Technologies Corp.
\$13,804.00	\$16,599.00	\$26,544.00	\$26,673.75	\$30,452.00

I hereby certify that this is an exact reproduction of bids received.

License Number

Signature

Date:

53635
Paul Sanchez
5/11/2021

21-02

Line	Number	Description	Unit	Contract Quantity	Bid Unit Price	Bid Total
1	2021.501/00010	MOBILIZATION	LS	0.92	1	100
2	2331.603/00040	CRACK SEALING	L F	54,775	.43	23,553.75
3	2563.601/00010	TRAFFIC CONTROL	LS	0.92	1	2,534.20
						<u>Total</u>

26,187.95

21-06

Line	Number	Description	Unit	Contract Quantity	Bid Unit Price	Bid Total
1	2021.501/00010	MOBILIZATION	LS	0.08	1	100
2	2331.603/00040	CRACK SEALING	L F	4,500	.43	1,935.00
3	2563.601/00010	TRAFFIC CONTROL	LS	0.08	1	229.20
						<u>Total</u>

2,264.55

Base Bid Total:

BidTotal \$ 26,187.95
\$ 2,264.55

Total:

BidTotal \$ 28,452.00

Name: outdoor specialties
Address: 2711 County Rd 1 SW Pine River MN 56471
Phone: 218-820-9831
Signature: 
Date: 5/1/2021



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Request to Approve Testing Services for Imp 19-19-Jackson and NW 3rd

☐ 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
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 5 Minutes
Summary of Issue: Attached to this request is a quote from Braun Intertec for testing services on Improvement 19-19 - NW 3rd and Jackson Street Reconstruction Project.	
Alternatives, Options, Effects on Others/Comments: This is a local improvement, and as stated at the last meeting, the testing requirements are much less (if any) on local improvements and it is up to the City to decide what testing we would like to get done. We typically do a minimal amount of testing to ensure the materials we are getting on site are what we are paying for and are what we are specifying in the contract documents. This does not need to follow the schedule of materials control, as presented to you on the NW 4th Street Project, but this testing will ensure the concrete, aggregate, and bituminous materials are what is specified on the project.	
Recommended Action/Motion: Staff recommends approval of the attached proposal from Braun Intertec for testing services on Improvement 19-19 - NW 3rd Street and Jackson Street Reconstruction Project in the total amount of \$5,066.00.	
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>\$5,066.00</u> <i>Is this budgeted?</i> ☒ Yes ☐ No <i>Please Explain:</i> This becomes part of the engineering expenses of the project. This project was planned for in the 5-year street and sewer capital improvement plan, and the construction and engineering thereof will be assessed for at 100% as identified in our street and sewer assessment policy.	

May 10, 2021

Proposal QTB139035

Mr. Paul Sandy, PE
City of Brainerd
501 Laurel Street
Brainerd, MN 56401

Re: Proposal for Construction Materials Testing Services
Jackson Street and NW 3rd Street Improvements
City Project 19-19
Brainerd, Minnesota

Dear Mr. Sandy:

Braun Intertec Corporation is pleased to submit this proposal to provide construction materials testing services for the Jackson Street and NW 3rd Street Improvements project in Brainerd, Minnesota.

We will have several projects under construction in the Brainerd area during the 2021 construction season, including the State Aid Roundabout project adjacent to this project. Whenever possible we will utilize staff already in the area to minimize travel time and trip expenses, which is not reflected in this proposal. For estimating purposes, we estimated this project using mobilization from our St. Cloud office.

Our Understanding of Project

This project will include the reconstruction of Jackson Street and NW 3rd Street, from NW 4th Street to James Street. Work will include pavement subgrade preparation, aggregate base placement, new concrete curb and gutter and driveways, and a new bituminous pavement. Improvements to the storm, sewer utilities will also be part of this project.

Available Project Information

This proposal was prepared using the following documents and information.

- Project plans and specifications prepared by Bolton & Menk, Inc., dated April 7, 2021.
- Discussions with Bolton & Menk, Inc. regarding project schedule and scope of work.

Scope of Services

Services are performed under the direction of a licensed professional engineer. Observation and testing services will be performed on an on-call, as-needed basis as requested and scheduled by you or your on-site project representative. After reviewing available information to determine compliance with project plans and/or specifications and other design or construction documents, our scope of services for the project will be limited to the tasks defined below.

Soil Related Services

- Measure the in-place dry density, moisture content and relative compaction of fill placed for pavement support and of utility backfill for compliance with the project documents. This task includes performing laboratory Proctor tests to provide maximum dry densities from which the relative compaction of fill can be determined, as well as the use of a nuclear density gauge to measure in-place dry densities and moisture contents.
- Sample and test aggregate base materials for compliance with the project documents. This task includes laboratory gradation testing of aggregate base material.
- Perform MnDOT dynamic cone penetrometer (DCP) tests on aggregate base material.

Concrete Related Services

- Sample and test fresh concrete associated with pavement and/or curb-and-gutter for compliance with the project documents, and cast test cylinders for laboratory compressive strength testing. We assume that we will be able to appropriately dispose of excess concrete (and associated wash water) on site at no additional cost to us.
- Measure and report the compressive strength of the concrete test cylinders for compliance with the project documents. A set of three cylinders will be tested, one at 7 days and two at 28 days for each set cast. If field cure cylinders are requested, each additional cylinder will be charged at the unit price listed in our cost estimate.

Consulting, Project Communication and Reporting Services

- Project management, including scheduling of our field personnel.
- Review test reports and communicating with you and the parties you may designate such as the project contractor(s), and other project team members, as needed.
- Transmit test results to the project team on a weekly basis.

Basis of Scope of Work

The costs associated with the proposed scope of services were estimated using the following assumptions. If the construction schedule is modified or the contractor completes the various phases of the project at different frequencies or durations than shown in this proposal, we may need to adjust the overall cost accordingly. The scope of work and number of trips required to perform these services are as shown in the attached table. Notable assumptions in developing our estimate include:

- We assume it will take three trips to complete the nuclear density gauge testing on this project.

- We assume compaction testing on aggregate base material will be performed using the Dynamic Cone Penetration (DCP) method; we assume one trip will be required to complete the DCP testing on this project.
- We assume three sets of concrete tests will be required to complete the project.
- We understand your full time on-site construction observer will observe the test rolling for this project.
- We understand bituminous testing will not be required on this project.
- We assume the project engineer of record will review and approve contractor's quality control submittals and test results.
- You, or others you may designate, will provide us with current and approved plans and specifications for the project. Modification to these plans must also be sent to us so we can review their incorporation into the work.
- We will require a minimum of 24 hours' notice for scheduling inspections for a specific time. Shorter than 24 hours' notice may impact our ability to perform the requested services, and the associated impacts will be the responsibility of others.

If the work is completed at different rates than described above, this proposal should be revised. If the pace of construction is different than described above, this proposal should be revised.

Cost and Invoicing

We will furnish the services described herein for an estimated fee of \$5,066. **Our estimated costs are based on industry averages for construction production. Depending on the contractor's performance, our costs may be significantly reduced or slightly higher than estimated.** A tabulation showing our estimated hourly and/or unit rates associated with our proposed scope of services is also attached. The actual cost of our services will be based on the actual units or hours expended to meet the requirements of the project documents.

This cost estimate was developed with the understanding that the scope of services defined herein will be required and requested during our normal work hours of 6:00 a.m. to 4:00 p.m., Monday through Friday. Services that we are asked to provide to meet the project requirements or the contractor's construction schedule **outside** our normal business hours will be invoiced using an overtime rate factor. The factor for services provided outside our normal work hours or on Saturday will be 1.25 times the listed hourly rate for the service provided. The factor for services provided on Sunday or legal holidays will be 1.5 times the listed hourly rate for the service provided. We have not included premiums for overtime in our cost estimate; however, we recommend that allowances and contingencies be made for overtime charges based on conversations with the contractor. You will be billed only for services provided on a time and materials basis.

Because our services are directly controlled by the schedule and performance of others, the actual cost may vary from our estimate. It is difficult to project all of the services and the quantity of services that may be required for any project. If services are required that are not discussed above, we will provide them at the rates shown in the attached table or, if not shown, at our current Schedule of Charges. We will invoice you on a monthly basis.

General Remarks

We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. After reviewing this proposal, **please sign and return one copy to our office as notification of acceptance and authorization to proceed.** If anything in this proposal is not consistent with your requirements, please let us know immediately. Braun Intertec will not release any written reports until we have received a signed agreement. Also, ordering services from Braun Intertec constitutes acceptance of the terms of this proposal (including the attached General Conditions).

The proposed fee is based on the scope of services described and the assumption that our services will be authorized within 30 days and that others will not delay us beyond our proposed schedule.

We include the Braun Intertec General Conditions, which provide additional terms and are a part of our agreement.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact Brett Gruber at 320.428.8578 (bgruber@braunintertec.com).

Sincerely,

BRAUN INTERTEC CORPORATION



Brett P. Gruber
Business Unit Manager



Shaun W. Sevigny, PE
Business Unit Leader

Attachments:

Cost Estimate Table

General Conditions – CMT (1/1/18)

c: Mr. Phillip Martin, PE; Bolton & Menk, Inc.
Mr. Alex Voigt, PE; Bolton & Menk, Inc.

The proposal is accepted. We will reimburse you in accordance with this agreement, and you are authorized to proceed:

Authorizer's Firm

Authorizer's Signature

Authorizer's Name (please print or type)

Authorizer's Title

Date

Project Proposal

QTB139035

Jackson St & NW 3rd St Improvements, City Proj. 19-19

Client:

City of Brainerd
Paul Sandy
501 Laurel St
Brainerd, MN 56401
(218) 828-2309

Work Site Address:

Jackson Street & NW 3rd Street
Brainerd, MN

Service Description:

Construction Materials Testing

	Description	Quantity	Units	Unit Price	Extension
Phase 1	MnDOT Testing				
Activity 1.1	Soil Testing				\$2,482.00
207□	Compaction Testing - Nuclear	10.50	Hour	82.00	\$861.00
	<i>Work Activity Detail</i>	<i>Qty</i>	<i>Units</i>	<i>Hrs/Unit</i>	<i>Extension</i>
	Storm Sewer	2.00	Trips	3.50	7.00
	Subgrade Preparation	1.00	Trips	3.50	3.50
1308□	Nuclear moisture-density meter charge, per hour	10.50	Each	24.00	\$252.00
1861□	CMT Trip Charge	4.00	Each	110.00	\$440.00
217□	Compaction Testing - DCP's	3.50	Hour	82.00	\$287.00
	<i>Work Activity Detail</i>	<i>Qty</i>	<i>Units</i>	<i>Hrs/Unit</i>	<i>Extension</i>
	Aggregate Base	1.00	Trips	3.50	3.50
1318□	Moisture Density Relationship (Proctor)	2.00	Each	185.00	\$370.00
1162□	Sieve Analysis with 200 wash, per sample	2.00	Each	136.00	\$272.00
Activity 1.2	Concrete Testing				\$2,100.00
261□	Concrete Testing	10.50	Hour	82.00	\$861.00
	<i>Work Activity Detail</i>	<i>Qty</i>	<i>Units</i>	<i>Hrs/Unit</i>	<i>Extension</i>
	Curb & Gutter	2.00	Trips	3.50	7.00
	Driveways	1.00	Trips	3.50	3.50
278□	Concrete Cylinder Pick up	5.00	Hour	82.00	\$410.00
	<i>Work Activity Detail</i>	<i>Qty</i>	<i>Units</i>	<i>Hrs/Unit</i>	<i>Extension</i>
	Cylinder Pickup	2.00	Trips	2.50	5.00
1861□	CMT Trip Charge	5.00	Each	110.00	\$550.00
1364□	Compressive strength of concrete cylinders, per specimen	9.00	Each	31.00	\$279.00
	<i>Work Activity Detail</i>	<i>Qty</i>	<i>Units</i>	<i>Hrs/Unit</i>	<i>Extension</i>
	Curb & Gutter	2.00	Set	3.00	6.00
	Driveways	1.00	Set	3.00	3.00
Activity 1.3	Project Management				\$484.00
226□	Project Manager	2.00	Hour	160.00	\$320.00
238□	Project Assistant	2.00	Hour	82.00	\$164.00
Phase 1 Total:					\$5,066.00

Proposal Total: \$5,066.00

General Conditions

Construction Material Testing and Special Inspections

Section 1: Agreement

1.1 Our agreement with you consists of these General Conditions and the accompanying written proposal or authorization ("Agreement"). This Agreement is the entire agreement between you and us. It supersedes prior agreements. It may be modified only in a writing signed by us, making specific reference to the provision modified.

1.2 The words "you," "we," "us," and "our" include officers, employees, and subcontractors.

1.3 In the event you use a purchase order or other documentation to authorize our scope of work ("Services"), any conflicting or additional terms are not part of this Agreement. Directing us to start work prior to execution of this Agreement constitutes your acceptance. If, however, mutually acceptable terms cannot be established, we have the right to terminate this Agreement without liability to you or others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

Section 2: Our Responsibilities

2.1 We will provide Services specifically described in this Agreement. You agree that we are not responsible for services that are not expressly included in this Agreement. Unless otherwise agreed in writing, our findings, opinions, and recommendations will be provided to you in writing. You agree not to rely on oral findings, opinions, or recommendations without our written approval.

2.2 In performing our professional services, we will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of our profession practicing in the same locality. If you direct us to deviate from our recommended procedures, you agree to hold us harmless from claims, damages, and expenses arising out of your direction. If during the one year period following completion of Services it is determined that the above standards have not been met and you have promptly notified us in writing of such failure, we will perform, at our cost, such corrective services as may be necessary, within the original scope in this Agreement, to remedy such deficiency. Remedies set forth in this section constitute your sole and exclusive recourse with respect to the performance or quality of Services.

2.3 We will reference our field observations and sampling to available reference points, but we will not survey, set, or check the accuracy of those points unless we accept that duty in writing. Locations of field observations or sampling described in our report or shown on our sketches are based on information provided by others or estimates made by our personnel. You agree that such dimensions, depths, or elevations are approximations unless specifically stated otherwise in the report. You accept the inherent risk that samples or observations may not be representative of things not sampled or seen and

further that site conditions may vary over distance or change over time.

2.4 Our duties do not include supervising or directing your representatives or contractors or commenting on, overseeing, or providing the means and methods of their services unless expressly set forth in this Agreement. We will not be responsible for the failure of your contractors, and the providing of Services will not relieve others of their responsibilities to you or to others.

2.5 We will provide a health and safety program for our employees, but we will not be responsible for contractor, owner, project, or site health or safety.

2.6 You will provide, at no cost to us, appropriate site safety measures as to work areas to be observed or inspected by us. Our employees are authorized by you to refuse to work under conditions that may be unsafe.

2.7 Unless a fixed fee is indicated, our price is an estimate of our project costs and expenses based on information available to us and our experience and knowledge. Such estimates are an exercise of our professional judgment and are not guaranteed or warranted. Actual costs may vary. You should allow a contingency in addition to estimated costs.

Section 3: Your Responsibilities

3.1 You will provide us with prior environmental, geotechnical and other reports, specifications, plans, and information to which you have access about the site. You agree to provide us with all plans, changes in plans, and new information as to site conditions until we have completed Services.

3.2 You will provide access to the site. In the performance of Services some site damage is normal even when due care is exercised. We will use reasonable care to minimize damage to the site. We have not included the cost of restoration of damage in the estimated charges.

3.3 If we notify you that radiographic or gamma ray equipment or other nuclear testing or measuring device will be used, you will be responsible for the cooperation of your employees and your contractors in observing all radiation safety standards.

3.4 You will notify us of any knowledge or suspicion of the presence of hazardous or dangerous materials present on any work site. If we observe or suspect the presence of contaminants not anticipated in this Agreement, we may terminate Services without liability to you or to others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

3.5 The time our field personnel spend on the job site depends upon the scheduling of the work we are observing or testing. You agree that any changes in scheduling may result in additional

costs and agree to pay for those services at the rates listed in our cost estimate.

3.6 You agree to include us as an indemnified party in your contracts, if any, for work by others on the project, protecting us to the same degree as you are protected. You agree to list us as an Additional Insured under your liability insurance policies and to require subrogation be waived against us and that we will be added as an Additional Insured on all policies of insurance, including any policies required of your contractors or subcontractors, covering any construction or development activities to be performed on the project site.

Section 4: Reports and Records

4.1 Unless you request otherwise, we will provide our report(s) in an electronic format.

4.2 Our reports, notes, calculations, and other documents and our computer software and data are instruments of our service to you, and they remain our property. We hereby grant you a license to use the reports and related information we provide only for the related project and for the purposes disclosed to us. You may not transfer our reports to others or use them for a purpose for which they were not prepared without our written approval. *You agree to indemnify, defend, and hold us harmless from claims, damages, losses, and expenses, including attorney fees, arising out of such a transfer or use.*

4.3 If you do not pay for Services in full as agreed, we may retain work not yet delivered to you and you agree to return to us all of our work that is in your possession or under your control.

4.4 Electronic data, reports, photographs, samples, and other materials provided by you or others may be discarded or returned to you, at our discretion, unless within 15 days of the report date you give us written direction to store or transfer the materials at your expense.

Section 5: Compensation

5.1 You will pay for Services as stated in this Agreement. If such payment references our Schedule of Charges, the invoicing will be based upon the most current schedule. An estimated amount is not a firm figure. You agree to pay all sales taxes and other taxes based on your payment of our compensation. Our performance is subject to credit approval and payment of any specified retainer.

5.2 You will notify us of billing disputes within 15 days. You will pay undisputed portions of invoices upon receipt. You agree to pay interest on unpaid balances beginning 30 days after invoice dates at the rate of 1.5% per month, or at the maximum rate allowed by law.

5.3 If you direct us to invoice a third party, we may do so, but you agree to be responsible for our compensation unless the third party is

creditworthy (in our sole opinion) and provides written acceptance of all terms of this Agreement.

5.4 Your obligation to pay for Services under this Agreement is not contingent on your ability to obtain financing, governmental or regulatory agency approval, permits, final adjudication of any lawsuit, your successful completion of any project, receipt of payment from a third party, or any other event. No retainage will be withheld.

5.5 If you do not pay us in accordance with this Agreement, you agree to reimburse all costs and expenses for collection of the moneys invoiced, including but not limited to attorney fees and staff time.

5.6 You agree to compensate us in accordance with our Schedule of Charges if we are asked or required to respond to legal process arising out of a proceeding related to the project and as to which we are not a party.

5.7 If we are delayed by factors beyond our control, or if project conditions or the scope or amount of work changes, or if changed labor conditions result in increased costs, decreased efficiency, or delays, or if the standards or methods change, we will give you timely notice, the schedule will be extended for each day of delay, and we will be compensated for costs and expenses incurred in accordance with our Schedule of Charges.

5.8 If you fail to pay us in accordance with this Agreement, we may consider the default a total breach of this Agreement and, at our option, terminate our duties without liability to you or to others, and you will compensate us for fees earned and expenses incurred up to the time of termination.

5.9 In consideration of our providing insurance to cover claims made by you, you hereby waive any right to offset fees otherwise due us.

Section 6: Disputes, Damage, and Risk Allocation

6.1 Each of us will exercise good faith efforts to resolve disputes without litigation. Such efforts will include, but not be limited to, a meeting(s) attended by each party's representative(s) empowered to resolve the dispute. Before either of us commences an action against the other, disputes (except collections) will be submitted to mediation.

6.2 *Notwithstanding anything to the contrary in this Agreement, neither party hereto shall be responsible or held liable to the other for punitive, indirect, incidental, or consequential damages, or liability for loss of use, loss of*

business opportunity, loss of profit or revenue, loss of product or output, or business interruption.

6.3 You and we agree that any action in relation to an alleged breach of our standard of care or this Agreement shall be commenced within one year of the date of the breach or of the date of substantial completion of Services, whichever is earlier, without regard to the date the breach is discovered. Any action not brought within that one year time period shall be barred, without regard to any other limitations period set forth by law or statute. We will not be liable unless you have notified us within 30 days of the date of such breach and unless you have given us an opportunity to investigate and to recommend ways of mitigating damages. You agree not to make a claim against us unless you have provided us at least 30 days prior to the institution of any legal proceeding against us with a written certificate executed by an appropriately licensed professional specifying and certifying each and every act or omission that you contend constitutes a violation of the standard of care governing our professional services. Should you fail to meet the conditions above, you agree to fully release us from any liability for such allegation.

6.4 *For you to obtain the benefit of a fee which includes a reasonable allowance for risks, you agree that our aggregate liability for all claims will not exceed the fee paid for Services or \$50,000, whichever is greater. If you are unwilling to accept this allocation of risk, we will increase our aggregate liability to \$100,000 provided that, within 10 days of the date of this Agreement, you provide payment in an amount that will increase our fees by 10%, but not less than \$500, to compensate us for the greater risk undertaken.* This increased fee is not the purchase of insurance.

6.5 *You agree to indemnify us from all liability to others in excess of the risk allocation stated herein and to insure this obligation. In addition, all indemnities and limitations of liability set forth in this Agreement apply however the same may arise, whether in contract, tort, statute, equity or other theory of law, including, but not limited to, the breach of any legal duty or the fault, negligence, or strict liability of either party.*

6.6 This Agreement shall be governed, construed, and enforced in accordance with the laws of the state in which our servicing office is located, without regard to its conflict of laws rules. The laws of the state of our servicing office will govern all disputes, and all claims shall be heard in the state or federal courts for that state. Each of us waives trial by jury.

6.7 No officer or employee acting within the scope of employment shall have individual liability for his or her acts or omissions, and you agree not to make a claim against individual officers or employees.

Section 7: General Indemnification

7.1 *We will indemnify and hold you harmless from and against demands, damages, and expenses of others to the comparative extent they are caused by our negligent acts or omissions or those negligent acts or omissions of persons for whom we are legally responsible. You will indemnify and hold us harmless from and against demands, damages, and expenses of others to the comparative extent they are caused by your negligent acts or omissions or those negligent acts or omissions of persons for whom you are legally responsible.*

7.2 To the extent it may be necessary to indemnify either of us under Section 7.1, you and we expressly waive, in favor of the other only, any immunity or exemption from liability that exists under any worker compensation law.

Section 8: Miscellaneous Provisions

8.1 We will provide a certificate of insurance to you upon request. Any claim as an Additional Insured shall be limited to losses caused by our negligence.

8.2 You and we, for ourselves and our insurers, waive all claims and rights of subrogation for losses arising out of causes of loss covered by our respective insurance policies.

8.3 Neither of us will assign or transfer any interest, any claim, any cause of action, or any right against the other. Neither of us will assign or otherwise transfer or encumber any proceeds or expected proceeds or compensation from the project or project claims to any third person, whether directly or as collateral or otherwise.

8.4 This Agreement may be terminated early only in writing. You will compensate us for fees earned for performance completed and expenses incurred up to the time of termination.

8.5 If any provision of this Agreement is held invalid or unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Agreement shall remain in full force and effect.

8.6 No waiver of any right or privilege of either party will occur upon such party's failure to insist on performance of any term, condition, or instruction, or failure to exercise any right or privilege or its waiver of any breach.

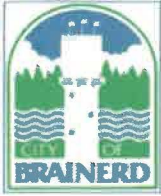


Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Request to Approve Event Application - DANGIE 5K - War Against Cancer

☐ 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/Parks
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 5 Minutes
Summary of Issue: Attached to this request is an event application for the DANGIE 5K - War Against Cancer, to be held on 8/7/2021 in Kiwanis and Rotary Park.	
Alternatives, Options, Effects on Others/Comments: The applicant has run this event in the Park before. This is a walking or running 5K event of approximately 50-100 people. There will be banners, a blow up arch, flags to mark the trail, 2 tables with food and water, t-shirts, and registration. The applicant has a small power need to show the race time on a small TV. This event has taken place in the past, and there were no issues. This will go in front of the Park Board on May 25th for final approval for Park use.	
Recommended Action/Motion: Staff recommends approval of the attached application under the condition the applicant remove any banners/signs/etc. immediately after event conclusion.	
Financial Impact: Is there a cost associated with this request: ☐ Yes ☒ No What is the total cost, with tax and shipping \$ _____ Is this budgeted? ☐ Yes ☐ No <u>Please Explain:</u>	

**RECEIVED**

APR 29 2021

CITY OF BRAINERD
ADMINISTRATION

SPECIAL EVENT APPLICATION

Date of Application: 4/28/2021

Event applications that do not include a street closure must be submitted to the Parks & Recreation Department at 1619 Washington Street NE, Brainerd, MN 56401 or parks@ci.brainerd.mn.us at least 14 calendar days prior to the event. Applications that include a street closure must be submitted to the Engineering Department at 501 Laurel Street, Brainerd, MN 56401 or engineer@ci.brainerd.mn.us at least 30 calendar days prior to the event and will require City Council approval.

Type of event:

☐
☐Event – City Parking Lot
Event with Street Closure☒
☐Event – City Park
Other _____Name of event: DANGLE 5K - WAR AGAINST CANCER**Organizer Information**

Organizer's Name:

DANGLE 5K & American Cancer Society

Organizer's Address:

10916 E. Gull Lake Dr. Brainerd, MN 56401

Event Contact Person:

Halee Guderjohn

Event Contact Daytime Phone:

218-821-4591

Event Contact E-mail Address:

kguderjohn1993@gmail.com

Contact Name/Number Day of Event:

Halee - 218-821-4591

For Profit/Nonprofit Status (type):

Non-profit**Applicant information (if different from the event organizer):**

Applicant Name:

Applicant Address:

Applicant Phone:

Applicant E-mail Address:

Event Information

Event Details (list each date separately)

Event Date	Start Time	End Time	Event Location(s) – see locations listed below
8/07/2021	8:00am	12:00pm	Kiwanis Park

☐ Recurring event (requires only one application submittal per year.) Indicate all event dates and times above.

Event locations (*all dimensions are parking lot usable space estimates*):

- City Hall Parking Lot (130' x 146')
- Laurel Street Parking Lot (92' x 120')
- Front Street Parking Lot (66' x 125')
- City Street(s) (street closure request information on page 4 MUST be filled out)
- City Park (must contact the Parks & Recreation Department for information)
- Other (specify location above)

Description of Activities

Brief description of the activities planned during the event. If a parade/run/walk event, please describe the proposed route with the assembly and dispersal locations and attach a route map:

This will be a walking or running 5k event approximately 50-100 people. We will have 1 banner, 1 blow up arch, flags to mark trail route, 2 tables for food, water, + shirts, registration. Route will follow the trail up 1.6 miles than there will be a turn around/water station where the trail and Graydon Ave. meet. Then participants will turn around and go along boom lake and end in the parking lot on E. river Rd.

Site Information

Electrical usage



Yes



No

Describe the type of equipment to be used and how you intent to supply the power:

Use electrical outlet on the restroom building to power TV to display race time

Amplified Sound



Yes



No

Describe any recording and sound amplification equipment to be used in your event along with the times:

Restrooms provided



Yes



No

If yes, how many _____ (a ratio of 1 for every 100-150 people is recommended)

Company contracted for restrooms: _____

(if restrooms are provided by neighboring property(s), please submit the location and property owner's signature to verify approval has been granted)

Signs, banners, and/or posters/flyers



Yes



No

Describe the signs, banners, posters, flyers and the locations:

Flags to mark the trail route

Trash Receptacle Disposal



Yes



No

Company contracted for trash receptacle disposal: _____

Additional Event Information

Please provide a layout of the event showing booths, tents, staging, amusement, food, etc and provide a street map or park map showing the borders of the event.

Throughout all events, businesses should be reasonably accessible to the public. If a business's entrance is blocked by an event layout, then accommodations such as signage, handbills, or similar methods should be made available to mitigate the impact on customer access.

A \$100/day security deposit is required (payable by check only). The security deposit will be refunded should the event site be left clean and void of trash and all event items are removed on the last day of the event. An event that does not occur will not have its security deposit refunded except for hazardous weather conditions, as determined by the City of Brainerd.

Street Closure Request Information

Describe the name and sections of the streets for which you are requesting temporary closure (e.g. South 7th Street between Maple Street and Front Street):

No Street closures are needed.

Date and time for beginning of street closures: _____

Date and time for reopening of streets: _____

Describe how your event preserves customer and residential access for businesses and houses along your proposed street closure (e.g. preserving pedestrian flow along sidewalks). Additional pages may be attached.

While the City continues to treat downtown as a venue for events, event plans must be balanced with the interests and needs of property owners.

If a street closure occurs along residential streets, reasonable efforts must be made to alert all property owners along the street of the proposed closure. All street closures shall be approved by the City Council. Failure to notify property owners and tenants in street closure areas will result in revocation of this permit.

For information regarding a street closure, please contact the City Engineering office at 218-828-2307 or engineer@ci.brainerd.mn.us.

Hold Harmless Agreement and Insurance Information

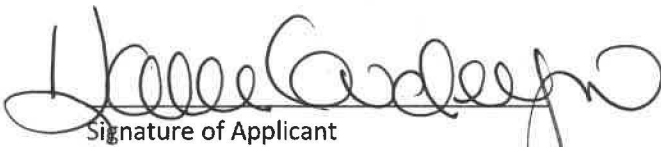
The Applicant covenants to save, defend, hold harmless, and indemnify the City of Brainerd and all of its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the applicant's event herein described.

The City, at its discretion, may require the Applicant to obtain liability insurance for any event. If liability insurance is required, the following requirements apply:

- Minimum of \$1,000,000 in commercial general liability insurance.
- Applicant's insurance shall be primary.
- Insurance shall cover liability for injury death and property damage including coverage for alcohol related claims if alcohol will be served.
- The insurance policy must be issued by an insurance company licensed to do business in Minnesota acceptable to the City.
- The City must be named as an "Additional Insured" on the policy.
- At least ten (10) days prior to the event, the Applicant must provide to the City a Certificate of Insurance showing the required coverage.

Signature of Event Applicant

I attest that the above information is true and accurate, and I certify under penalties of perjury that I am authorized to execute contracts and other instruments and legally bind the Applicant.


Signature of Applicant


Print Name

Contacts, Permits, and Fees Checklist

Each event has its own requirements and needs. Listed below is a summary of the permits common to many events. Please note that it is not necessary to have all permits approved upon submission of this application. However, this checklist should serve as a guide as you plan your event. *All events must have all permits and fees paid and approved prior to the start of the event.*

The Event Planner is responsible for providing the following (as needed) information:

Permit, License, or Checklist	Yes	Pending	N/A	Contact (See contact information below)
Authorization to use a city park		X		Contact the Parks & Recreation Department for information/procedure.
Fire/EMS/Police support			X	Check yes to request emergency support. The appropriate level of fire, EMS, and police support will be determined based on crowd size and the type of event. Fees may be discussed with the sponsor.
Food and vendor licenses			X	All vendors must apply for a temporary license through the Commissioner of Revenue's Office. Food vendors are required to collect and report meals tax. Contact City Hall for information/procedure.
Health Department Permit			X	All food vendors must apply for a temporary food permit through the Minnesota Health Department (MDH).
Insurance Certificate			X	May be required before issuing a permit.
Sign/banner Permits			X	Contact the Planning Department for information/procedure.
Parade Permit			X	Issued by the Police Department after complete submission of application.
Alcohol Use Permit			X	Must be approved by City Council after submission of the event application. Contact City Hall for information/procedure.

Contact Information

Administration Department:	(218) 828-2307 admin@ci.brainerd.mn.us
Parks and Recreation Department:	(218) 828-2320 parks@ci.brainerd.mn.us
Engineering Department:	(218) 828-2307 engineer@ci.brainerd.mn.us
Planning Department:	(218) 828-2307 planning@ci.brainerd.mn.us
Police Department:	(218) 829-2805 police@ci.brainerd.mn.us
Fire Department:	(218) 828-2312 fire@ci.brainerd.mn.us
MN Commissioner of Revenue:	(651) 282-5225 www.revenue.state.mn.us
MN Department of Health	(320) 223-7300 www.health.state.mn.us
MNDOT Baxter Office	(218) 828-5700 www.dot.state.mn.us

For Official Use Only

Department Sign-offs Required

Department	Date/Initials	Comments
Brainerd Public Utilities	OK	None
City Administration	OK	None
Engineering Department	OK	Remove banners/ flags C end of even
Fire Department	OK	None
Fire Support/EMS	OK	None
Parks Department	OK	Will be on Park Board Agenda on
Planning Department	OK	None
Police Department	OK	None

May 25
for
approval

Event Application Approval

The event as described above is approved subject to any conditions noted on this form or otherwise set forth by the City of Brainerd.

City Administrator or Parks & Recreation Director

Date

Approval Conditions

- * Remove all banners/ flags immediately after event.
- * This application will be on Park Board Agenda May 25, 2021 for final approval.

Certification of Street Closure Approval

The street closure request as described herein was approved by the City Council at their _____, 20__ meeting. Approval is subject to the following condition(s):



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Request to Approve Event/Parking Lot Closure - WeARE Fundraiser

☐ 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/Admin/CD
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 5 Minutes
Summary of Issue: Attached to this application is an event/parking lot closure application for the WeARE Fundraiser to be held on 8/18/2021 from 5pm - 7pm in the Laurel Street Parking Lot.	
Alternatives, Options, Effects on Others/Comments: The event is a fundraiser including food, music, and speakers. Sage on Laurel will provide the food and alcohol for the event. The applicant has some power needs but may receive that from Sage. Restrooms in Sage on Laurel will be utilized. There will be amplification of sound around 6pm. There will be a tent with posters put up in the lot for the event. Sage on Laurel has a alcohol and catering license, so no special permits are needed above that for this event. Staff recommends that the applicant coordinate the event with the Police Department and Administration Department staff to ensure compliance with the alcohol catering permit. Staff also recommends the applicant request traffic control for the event 1-week prior to the event taking place along with notifying all of the adjacent properties of the parking lot closure during this time.	
Recommended Action/Motion: Staff recommends approval of the attached application under the conditions noted in the application and on this request.	
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>	



SPECIAL EVENT APPLICATION

Date of Application: 4/28/21

Event applications can be submitted to the Engineering Department at 501 Laurel Street, Brainerd, MN 56401 or engineer@ci.brainerd.mn.us. Event applications that include a street closure must be submitted at least 30 calendar days prior to the event and will require City Council approval. All other event applications must be submitted at least 14 calendar days prior to the event.

Type of event: ☒ Event – City Parking Lot
☐ Event with Street Closure ☐ Event – City Park
☐ Other _____

Name of event: WeARE fundraiser

Organizer Information

Organizer's Name: Advocates for Reproductive Education (WeARE)
Organizer's Address: 424 James St #b
Event Contact Person: Becky Twamley
Event Contact Daytime Phone: 218.454.1546
Event Contact E-mail Address: becky@wearebrainerd.org
Contact Name/Number Day of Event: Becky Twamley/218.330.1863
For Profit/Nonprofit Status (type): 501c3

Applicant information (if different from the event organizer):

Applicant Name: _____
Applicant Address: _____
Applicant Phone: _____
Applicant E-mail Address: _____

Event Information

Event Details (list each date separately)

Event Date	Start Time	End Time	Event Location(s) – see locations listed below
8/18/21	5pm	7pm	Laurel St Parking Lot

☐ Recurring event (requires only one application submittal per year)

Event locations (*all dimensions are parking lot usable space estimates*):

- City Hall Parking Lot (130' x 146')
- Laurel Street Parking Lot (92' x 120')
- Front Street Parking Lot (66' x 125')
- City Street(s) (street closure request information on page 4 MUST be filled out)
- City Park (must contact the Parks & Recreation Department for information)
- Other (specify location above)

Description of Activities

Brief description of the activities planned during the event. If a parade/run/walk event, please describe the proposed route with the assembly and dispersal locations and attach a route map:

Fundraiser including food, music, and speakers

Sage on Laurel will provide food. and alcohol

Site Information

Electrical usage



Yes



No

Describe the type of equipment to be used and how you intent to supply the power:

Portable microphone system

Amplified Sound



Yes



No

Describe any recording and sound amplification equipment to be used in your event along with the times:

Speakers and music will use amplification equipment

Program at 6pm

Restrooms provided



Yes



No

If yes, how many 1 (a ratio of 1 for every 100-150 people is recommended)

Company contracted for restrooms: **Sage on Laurel**

(if restrooms are provided by neighboring property(s), please submit the location and property owner's signature to verify approval has been granted)

Signs, banners, and/or posters/flyers



Yes



No

Describe the signs, banners, posters, flyers and the locations:

Tent with posters and banners

Trash Receptacle Disposal



Yes



No

Company contracted for trash receptacle disposal: _____

Additional Event Information

Please provide a layout of the event showing booths, tents, staging, amusement, food, etc and provide a street map or park map showing the borders of the event.

Throughout all events, businesses should be reasonably accessible to the public. If a business's entrance is blocked by an event layout, then accommodations such as signage, handbills, or similar methods should be made available to mitigate the impact on customer access.

A \$100/day security deposit for publicly owned spaces ONLY is required (payable by check only). The security deposit will be refunded should the event site be left clean and void of trash and all event items are removed on the last day of the event. An event that does not occur will not have its security deposit refunded except for hazardous weather conditions, as determined by the City of Brainerd.

Hold Harmless Agreement and Insurance Information

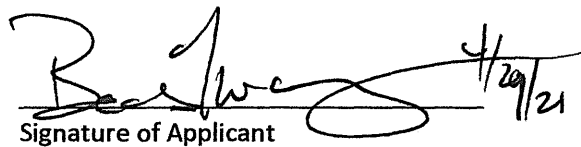
The Applicant covenants to save, defend, hold harmless, and indemnify the City of Brainerd and all of its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the applicant's event herein described.

The City, at its discretion, may require the Applicant to obtain liability insurance for any event. If liability insurance is required, the following requirements apply:

- Minimum of \$1,000,000 in commercial general liability insurance.
- Applicant's insurance shall be primary.
- Insurance shall cover liability for injury death and property damage including coverage for alcohol related claims if alcohol will be served.
- The insurance policy must be issued by an insurance company licensed to do business in Minnesota acceptable to the City.
- The City must be named as an "Additional Insured" on the policy.
- At least ten (10) days prior to the event, the Applicant must provide to the City a Certificate of Insurance showing the required coverage.

Signature of Event Applicant

I attest that the above information is true and accurate, and I certify under penalties of perjury that I am authorized to execute contracts and other instruments and legally bind the Applicant.

 4/29/21
Signature of Applicant

Becky Twamley

Print Name

Contacts, Permits, and Fees Checklist

Each event has its own requirements and needs. Listed below is a summary of the permits common to many events. Please note that it is not necessary to have all permits approved upon submission of this application. However, this checklist should serve as a guide as you plan your event. *All events must have all permits and fees paid and approved prior to the start of the event.*

The Event Planner is responsible for providing the following (as needed) information:

Permit, License, or Checklist	Yes	Pending	N/A	Contact (See contact information below)
Authorization to use a city park			X	Contact the Parks & Recreation Department for information/procedure.
Fire/EMS/Police support			X	Check yes to request emergency support. The appropriate level of fire, EMS, and police support will be determined based on crowd size and the type of event. Fees may be discussed with the sponsor.
Food and vendor licenses			X	All vendors must apply for a temporary license through the Commissioner of Revenue's Office. Food vendors are required to collect and report meals tax. Contact City Hall for information/procedure.
Health Department Permit			X	All food vendors must apply for a temporary food permit through the Minnesota Health Department (MDH).
Insurance Certificate			X	May be required before issuing a permit.
Sign/banner Permits			X	Contact the Planning Department for information/procedure.
Parade Permit			X	Issued by the Police Department after complete submission of application.
Alcohol Use Permit			X	Must be approved by City Council after submission of the event application. Contact City Hall for information/procedure.

Contact Information

Administration Department:	(218) 828-2307 admin@ci.brainerd.mn.us
Parks and Recreation Department:	(218) 828-2320 parks@ci.brainerd.mn.us
Engineering Department:	(218) 828-2307 engineer@ci.brainerd.mn.us
Planning Department:	(218) 828-2307 planning@ci.brainerd.mn.us
Police Department:	(218) 829-2805 police@ci.brainerd.mn.us
Fire Department:	(218) 828-2312 fire@ci.brainerd.mn.us
MN Commissioner of Revenue:	(651) 282-5225 www.revenue.state.mn.us
MN Department of Health	(320) 223-7300 www.health.state.mn.us
MNDOT Baxter Office	(218) 828-5700 www.dot.state.mn.us

For Official Use Only

Department Sign-offs Required

Department	Date/Initials	Comments
Brainerd Public Utilities	OK	Notify of any power needs outside of Sage
City Administration	OK	None
Engineering Department	OK	Please request traffic control 1-week prior to event
Fire Department	OK	None
Fire Support/EMS	OK	None
Parks Department	OK	None
Planning Department	OK	None
Police Department	OK	Sage is covered w/ catering alcohol license. Notify PD & city admin before the event.

Event Application Approval

The event as described above is approved subject to any conditions noted on this form or otherwise set forth by the City of Brainerd.

City Administrator

Date

Approval Conditions

- *If power use outside of Sage's power is requested, please coordinate w/ BPV.
- * Request traffic control 1-week prior to event → 218-513-4412
- * Notify PD & City Admin of alcohol use @ event and coordinate the event with them.

Certification of Street Closure Approval

The street closure request as described herein was approved by the City Council at their _____, 20__ meeting. Approval is subject to the following condition(s):



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Request to Approve Name a Snowplow Final Results

☐ 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
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 10 Minutes
Summary of Issue: The results of the name a snowplow competition will be available after the survey close on May 14, 2021.	
Alternatives, Options, Effects on Others/Comments: The results will be available at the meeting.	
Recommended Action/Motion: Staff recommends approval of the results and authorizing staff to sticker the equipment appropriately.	
Financial Impact: Is there a cost associated with this request: ☐ Yes ☒ No What is the total cost, with tax and shipping \$ _____ Is this budgeted? ☐ Yes ☐ No <u>Please Explain:</u>	



SPECIAL EVENT APPLICATION

Date of Application: May 17, 2021

Event applications that do not include a street closure must be submitted to the Parks & Recreation Department at 1619 Washington Street NE, Brainerd, MN 56401 or _____ at least 14 calendar days prior to the event. Applications that include a street closure must be submitted to the Engineering Department at 501 Laurel Street, Brainerd, MN 56401 or _____ at least 30 calendar days prior to the event and will require City Council approval.

Type of event: ☐ Event – City Parking Lot ☐ Event – City Park
☒ Event with Street Closure ☐ Other _____

Name of event: Memorial Day ceremony

Organizer Information

Organizer's Name: Brainerd Memorial Day Committee
Organizer's Address: VFW Post 1647 Brainerd MN
Event Contact Person: Jan Lambert
Event Contact Daytime Phone: 218 821 3364
Event Contact E-mail Address: Janlambertsmith@msn.com
Contact Name/Number Day of Event: 218 821 3364
For Profit/Nonprofit Status (type): Non profit

Applicant information (if different from the event organizer):

Applicant Name: _____
Applicant Address: _____
Applicant Phone: _____
Applicant E-mail Address: _____

Event Information

Event Details (list each date separately)

Event Date	Start Time	End Time	Event Location(s) – see locations listed below
May 31, 2021	10:00 AM	11:00 AM	Laurel Street Bridge to All Veterans Memorial

☐ Recurring event (requires only one application submittal per year.) Indicate all event dates and times above.

Event locations (*all dimensions are parking lot usable space estimates*):

- City Hall Parking Lot (130' x 146')
- Laurel Street Parking Lot (92' x 120')
- Front Street Parking Lot (66' x 125')
- City Street(s) (street closure request information on page 4 MUST be filled out)
- City Park (must contact the Parks & Recreation Department for information)
- Other (specify location above)

Description of Activities

Brief description of the activities planned during the event. If a parade/run/walk event, please describe the proposed route with the assembly and dispersal locations and attach a route map:

We will be having a modified Memorial Day Ceremony again this year

It will start at 10:00 AM at the bridge. 21 Gun salute will be between

10:05 & 10:10 followed by TAPS. The main ceremony will be at

All Vets with 21 Gun Salute between 10:40 & 10:55 followed by T

Site Information

Electrical usage

☒

Yes

☐

No

Describe the type of equipment to be used and how you intent to supply the power:

Amplification for Pastor and MC. Power at the bridge and the All Vets is available.

Amplified Sound

☒

Yes

☐

No

Describe any recording and sound amplification equipment to be used in your event along with the times:

Portable amplificate will be used provided by committee member
By

Restrooms provided

☐

Yes

☒

No

If yes, how many _____ (a ratio of 1 for every 100-150 people is recommended)

Company contracted for restrooms: _____

(if restrooms are provided by neighboring property(s), please submit the location and property owner's signature to verify approval has been granted)

Signs, banners, and/or posters/flyers

☐

Yes

☒

No

Describe the signs, banners, posters, flyers and the locations:

Trash Receptacle Disposal

☐

Yes

☒

No

Company contracted for trash receptacle disposal: _____

Additional Event Information

Please provide a layout of the event showing booths, tents, staging, amusement, food, etc and provide a street map or park map showing the borders of the event.

Throughout all events, businesses should be reasonably accessible to the public. If a business's entrance is blocked by an event layout, then accommodations such as signage, handbills, or similar methods should be made available to mitigate the impact on customer access.

A \$100/day security deposit is required (payable by check only). The security deposit will be refunded should the event site be left clean and void of trash and all event items are removed on the last day of the event. An event that does not occur will not have its security deposit refunded except for hazardous weather conditions, as determined by the City of Brainerd.

Street Closure Request Information

Describe the name and sections of the streets for which you are requesting temporary closure (e.g. South 7th Street between Maple Street and Front Street):

Laurel Street from the bridge to 5th street and side roads.

The Elks will be placing no parking on Laurel Street where needed

Date and time for beginning of street closures: 5/31/2021 @ 9:45 AM

Date and time for reopening of streets: 05/31/2021 @ 11:00 AM

Describe how your event preserves customer and residential access for businesses and houses along your proposed street closure (e.g. preserving pedestrian flow along sidewalks). Additional pages may be attached.

Most of the businesses are closed on Memorial Day. Most of yb people usually walk from the bridge

To All Vets if able and those using vehicles are part of the Honor Guard

I will inform residents of the area of the event

While the City continues to treat downtown as a venue for events, event plans must be balanced with the interests and needs of property owners.

If a street closure occurs along residential streets, reasonable efforts must be made to alert all property owners along the street of the proposed closure. All street closures shall be approved by the City Council. Failure to notify property owners and tenants in street closure areas will result in revocation of this permit.

For information regarding a street closure, please contact the City Engineering office at 218-828-2307 or

Hold Harmless Agreement and Insurance Information

The Applicant covenants to save, defend, hold harmless, and indemnify the City of Brainerd and all of its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however caused, resulting from, arising out of, or in any way connected with the applicant's event herein described.

The City, at its discretion, may require the Applicant to obtain liability insurance for any event. If liability insurance is required, the following requirements apply:

- Minimum of \$1,000,000 in commercial general liability insurance.
- Applicant's insurance shall be primary.
- Insurance shall cover liability for injury death and property damage including coverage for alcohol related claims if alcohol will be served.
- The insurance policy must be issued by an insurance company licensed to do business in Minnesota acceptable to the City.
- The City must be named as an "Additional Insured" on the policy.
- At least ten (10) days prior to the event, the Applicant must provide to the City a Certificate of Insurance showing the required coverage.

Signature of Event Applicant

I attest that the above information is true and accurate, and I certify under penalties of perjury that I am authorized to execute contracts and other instruments and legally bind the Applicant.



Signature of Applicant

Jan Lambert

Print Name

Contacts, Permits, and Fees Checklist

Each event has its own requirements and needs. Listed below is a summary of the permits common to many events. Please note that it is *not* necessary to have all permits approved upon submission of this application. However, this checklist should serve as a guide as you plan your event. *All events must have all permits and fees paid and approved prior to the start of the event*

The Event Planner is responsible for providing the following (as needed) information:

Permit, License, or Checklist	Yes	Pending	N/A	Contact (See contact information below)
Authorization to use a city park			X	Contact the Parks & Recreation Department for information/procedure.
Fire/EMS/Police support			X	Check yes to request emergency support. The appropriate level of fire, EMS, and police support will be determined based on crowd size and the type of event. Fees may be discussed with the sponsor.
Food and vendor licenses			X	All vendors must apply for a temporary license through the Commissioner of Revenue's Office. Food vendors are required to collect and report meals tax. Contact City Hall for information/procedure.
Health Department Permit			X	All food vendors must apply for a temporary food permit through the Minnesota Health Department (MDH).
Insurance Certificate			X	May be required before issuing a permit.
Sign/banner Permits			X	Contact the Planning Department for information/procedure.
Parade Permit			X	Issued by the Police Department after complete submission of application.
Alcohol Use Permit			X	Must be approved by City Council after submission of the event application. Contact City Hall for information/procedure.

Contact Information

Administration Department:	(218) 828-2307
Parks and Recreation Department:	(218) 828-2320
Engineering Department:	(218) 828-2307
Planning Department:	(218) 828-2307
Police Department:	(218) 829-2805
Fire Department:	(218) 828-2312
MN Commissioner of Revenue:	(651) 282-5225
MN Department of Health	(320) 223-7300
MNDOT Baxter Office	(218) 828-5700

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Department Sign-offs Required

Department	Date/Initials	Comments
Brainerd Public Utilities	OK	None
City Administration	OK	None
Engineering Department	OK	Request Traffic Control 1-week prior to event
Fire Department	OK	None
Fire Support/EMS	OK	None
Parks Department	OK	None
Planning Department	OK	None
Police Department	OK	Police will assist w/ closure.

Event Application Approval

The event as described above is approved subject to any conditions noted on this form or otherwise set forth by the City of Brainerd.

City Administrator or Parks & Recreation Director

Date

Approval Conditions

Please request Traffic Control 1-week prior to event.
Call Shawn Middaugh @ 218-454-3411.

Certification of Street Closure Approval

The street closure request as described herein was approved by the City Council at their _____, 20__ meeting. Approval is subject to the following condition(s):



Brainerd City Council Agenda Request

Requested Meeting Date: May 17, 2021

Title of Item: Consideration of National Boxer Rescue's Request for Extension to Operate

☐ 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: Council President Bevans received a request from Cheryl Strand and Clem Aberle to consider allowing the National Box Rescue to continue to operate on their property at 1518 Quince St until October 31st to allow them the to sell their home, pack, and move to their new property outside of the City.	
Alternatives, Options, Effects on Others/Comments: During the May 3 City Council meeting, the Council voted to uphold the Planning Commission's recommendation to not proceed with a text amendment request from Ms. Strand requesting to amend Section 900 of the City Code to redefine commercial kennel or add new language allowing in-home rescues.	
Recommended Action/Motion: Staff recommends not allowing this requested extension as it may set precedent for future violations of the animal ordinance.	
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>	

From: [Jennifer Bergman](#)
To: [David Chanski](#)
Cc: [Toni Gage](#)
Subject: FW: Cheryl Strand/Clem Aberle
Date: Thursday, May 13, 2021 2:02:38 PM

Hi David,

I just met with Kelly to review the agenda and we discussed Cheryl's email (see below). He would like to add this to the agenda under Unfinished Business. Could you please do an agenda request for this for Monday's meeting?

Thanks.

Jennifer

From: Kelly Bevens <kbevans@ci.brainerd.mn.us>
Sent: Thursday, May 13, 2021 12:37 PM
To: Jennifer Bergman <jbergman@ci.brainerd.mn.us>
Cc: Gabe Johnson <gjohnson@ci.brainerd.mn.us>
Subject: Fw: Cheryl Strand/Clem Aberle

From: National Boxer Rescue <nationalboxerrescue@gmail.com>
Sent: Thursday, May 13, 2021 10:38 AM
To: Kelly Bevens <kbevans@ci.brainerd.mn.us>
Subject: Cheryl Strand/Clem Aberle

Kelly,

An email was sent to my attorney Laura Johnson last night asking her to write you and request of you and Jennifer Bergman to add our request to the next City Council Agenda reasonable time for us to get the house ready, sold, packed and us moved. If for some reason Ms. Johnson doesn't receive my request today please let this serve as it.

Clem has been pretty adamant about an October 31 date because if anything falls short he does not want to request the council for additional time and run the chance of being refused. He does have a voice in this being property owner, my husband, and co-owner of the rescue. Our house is currently for sale and we are not being unreasonable, going as fast as possible. We want to be gone asap but I am concerned about his health and he about mine. We don't have help so are moving steadily and funds are limited. I had my third stroke Christmas Day and he can't chance me ending up in the hospital during this transition. We can notify the council or you personally when we have sold our home and have vacated.

We both appreciate your time in this Have a wonderful day!

Cheryl Strand and Clem Aberle

National Boxer Rescue

(218) 232-7909

1518 Quince Street

Brainerd, MN 56401