

CITY COUNCIL AGENDA

Brainerd, Minnesota

July 6th, 2021

7:30 P.M.

The public is invited to attend the meeting in person or
by calling in as shown below.

WebEx Teleconference Meeting - Call In Information

CALL TOLL-FREE: 844-992-4726

Access Code: 146 505 5729

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

1. Call To Order - 7:30 PM

2. Roll Call

___ M. O'Day ___ K. Stunek ___ G. Johnson ___ D. Pritschet

___ T. Stenglein ___ T. Erickson ___ 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:

070621 COUNCIL AP REGISTER.pdf

043021 - 070121 COUNCIL PREPAIDS REGISTER.pdf

B. Approval Of Minutes

1. Regular Meeting Held on June 21st, 2021

Documents:

20210621_CC draft.pdf

C. Approval Of Licenses

Contractor Licenses - 1

Documents:

20210630 Contractor Licenses.pdf

D. Department Activity Reports

1. Fire Chief

Documents:

FD Report June.pdf

- E. Temporary On-Sale Liquor License Application- Submitted By Brainerd Jaycee's For An Event To Be Held July 31-August 1st (Updated Dates)
- F. Minnesota Lawful Gambling Application For Exempt Permit- Submitted By Minnesota Deer Hunters Association Brainerd Chapter For An Event To Be Held On September 10, 2021 At The Crow Wing County Fairgrounds Curling Club
- G. Temporary On-Sale Liquor License Application- Submitted By Brainerd Sports Boosters For An Event To Be Held On September 11, 2021 (Rescheduled Due To COVID).
- H. Temporary On-Sale Liquor License Application- Submitted By Brainerd Jaycee's For An Event To Be Held September 18-19, 2021 (Updated Dates).
- I. Minnesota Lawful Gambling Application For Exempt Permit- Submitted By Brainerd Fire Relief Assoc. For An Event To Be Held On December 6, 2021 At The Brainerd Fire Department

6. Presentations

A. Lakes Area Media Collaborative Presentation

1. Lakes Media Presentation

Documents:

Lakes Media Presentation.pdf

7. Council Committee Reports

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

WebEx Teleconference Information

- Call Toll-Free: 1-844-992-4726
- Access Code: 146 105 7141

Documents:

20210706_SPW.pdf

1. Adopt Resolution - 2020 Capital Transit Bus Purchase

Documents:

Res - 2020 Capital Transit Bus Purchase.pdf

2. Approve Event/Alley Closure Application - Shep's On 6th Elbow Convention

Documents:

Event and Alley Closure - Elbow Convention.pdf

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

WebEx Teleconference Information

- Call Toll-Free: 1-844-992-4726
- Access Code: 146 054 6957

Documents:

20210706_PF.pdf

- A. **Adopt Resolution Of Support For The Use Of TIF For A Rental Housing Development Project**

Documents:

Res_TIF Housing Project.pdf

1. Eight05 Laurel Apartments

Documents:

Eight05 Laurel Apartments - Preliminary Architectural Plans (6-8-21).pdf

- B. **Accept Resignation Of CSO Hunter Furstenberg And Request Authorization To Hire**

Documents:

CSO Hunter resign.pdf

- C. **Accept Resignation Of Officer Brandon Anderson**

Documents:

Brandon Anderson resignation agenda request.pdf

D. Approve Promotion Of Miranda Halverson To Police Records Lead Position

Documents:

Promotion to Police Records Lead.pdf

E. Adopt Resolution Approving State Of Minnesota BCA Joint Powers Agreements And Authorize Appropriate Signatures

Documents:

RES MN BCA Joint Powers Agreement .pdf

F. Approve Memorandum Of Agreement For Accounting Supervisor To Perform Accountant 1 Position Duties Until March 25, 2022.

Documents:

Approve MOA for BPU Accounting Supervisor Pernula to Perform Accountant 1 duties until March 25, 2022.pdf

G. Adopt Resolution Authorizing Submission Of Data To The State To Obtain Coronavirus Local Fiscal Recovery Funds Under The American Rescue Plan Act

Documents:

Res_Submission for ARPA Funds.pdf

9. Unfinished Business

A. Committee Recommendations - Recommended By Mayor Badeaux
Andrew Shipe- 1 term expires 12/31/2024

B. 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)

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

Transportation- 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

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 Council Workshop, July 12, 2021 At 6:00 P.m. At Fire Department Training Room**

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

WebEx Teleconference Call In Info:

Call Toll-Free: 1-844-992-4726

Access Code: 146 054 6957

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

WebEx Teleconference Call In Info:

Call Toll-Free: 844-992-4726

Access Code: 146 105 7141

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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User: pziemer

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/06/2021 - 07/06/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
Vendor 0011 - ACE HARDWARE:							
298032							
66353	ACE HARDWARE	06/24/2021	07/07/2021	2.69	2.69	Open	N
	VACTOR DUMP SITE CHALK LINE CHALK	pziemer					07/07/2021
237-3190-42220	REPAIR & MAINT			2.69			
297810							
66354	ACE HARDWARE	06/16/2021	07/07/2021	30.58	30.58	Open	N
	INTERN LEATHER GLOVES FOR PARKS TREE	pziemer					07/07/2021
235-3100-42210	OPERATING SUPPLIES			30.58			
297882							
66355	ACE HARDWARE	06/18/2021	07/07/2021	15.09	15.09	Open	N
	ZIP TIES, NUTS & BOLTS FOR SHOP	pziemer					07/07/2021
235-3100-42220	REPAIR & MAINT			15.09			
298000							
66390	ACE HARDWARE	06/23/2021	07/07/2021	42.28	42.28	Open	N
	VELCRO & HANGING STRIPS	pziemer					07/07/2021
225-2120-42220	REPAIR & MAINT			42.28			
298019							
66391	ACE HARDWARE	06/23/2021	07/07/2021	3.99	3.99	Open	N
	KEY	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			3.99			
297913							
66443	ACE HARDWARE	06/21/2021	07/07/2021	5.38	5.38	Open	N
	RIVETS - DOWNTOWN	pziemer					07/07/2021
230-5200-42220	REPAIR & MAINT			5.38			
297957							
66444	ACE HARDWARE	06/22/2021	07/07/2021	33.70	33.70	Open	N
	IRRIGATION SYSTEM PARTS - MILLS FIELD	pziemer					07/07/2021
230-5200-42221	R&M-ATHLETIC FIELD MAINT			33.70			
297965							
66445	ACE HARDWARE	06/22/2021	07/07/2021	19.78	19.78	Open	N
	IRRIGATION SYSTEM PARTS - MILLS FIELD	pziemer					07/07/2021
230-5200-42221	R&M-ATHLETIC FIELD MAINT			19.78			
297980							
66446	ACE HARDWARE	06/22/2021	07/07/2021	5.37	5.37	Open	N
	IRRIGATION SYSTEM PARTS - MILLS FIELD	pziemer					07/07/2021
230-5200-42221	R&M-ATHLETIC FIELD MAINT			5.37			
297967 - CREDIT							
66447	ACE HARDWARE	06/22/2021	07/07/2021	(6.29)	(6.29)	Open	N
	MILLS FIELD IRRIGATION RETURN ITEM	pziemer					07/07/2021
230-5200-42221	R&M-ATHLETIC FIELD MAINT			(6.29)			

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

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EXP CHECK RUN DATES 07/06/2021 - 07/06/2021

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution GRANT						
298210							
66618	ACE HARDWARE	06/30/2021	07/07/2021	114.25	114.25	Open	N
	HERBICIDE SPRAYER GUN	pziemer					07/07/2021
	235-3100-42220 REPAIR & MAINT			114.25			
298164							
66619	ACE HARDWARE	06/29/2021	07/07/2021	82.77	82.77	Open	N
	FLAG AND PICTURE HANGARS	pziemer					07/07/2021
	225-2120-42220 REPAIR & MAINT			82.77			
298202							
66620	ACE HARDWARE	06/30/2021	07/07/2021	43.43	43.43	Open	N
	SAFETY SUPPLIES - PARADE ASSIST	pziemer					07/07/2021
	225-2120-42209 SAFETY EQUIPMENT SUPPLIES			43.43			
	Total for vendor 0011 - ACE HARDWARE:			393.02	393.02		

Vendor 2902 - ADVANCE AUTO PA:

6574117287380							
66346	ADVANCE AUTO PARTS	06/21/2021	07/07/2021	31.31	31.31	Open	N
	AIR COMPRESSOR TRAILER CONNECTION	pziemer					07/07/2021
	235-3100-42220 REPAIR & MAINT			31.31			
6574116887289							
66347	ADVANCE AUTO PARTS	06/17/2021	07/07/2021	12.59	12.59	Open	N
	PICK UP 402 OIL FILTER	pziemer					07/07/2021
	235-3100-42220 REPAIR & MAINT			12.59			
6574117987654							
66461	ADVANCE AUTO PARTS	06/28/2021	07/07/2021	29.95	29.95	Open	N
	SKID STEER AIR FILTER	pziemer					07/07/2021
	235-3100-42220 REPAIR & MAINT			29.95			
6574117987651							
66462	ADVANCE AUTO PARTS	06/28/2021	07/07/2021	15.78	15.78	Open	N
	SKID STEER INTAKE AIR FILTER	pziemer					07/07/2021
	235-3100-42220 REPAIR & MAINT			15.78			
	Total for vendor 2902 - ADVANCE AUTO PA:			89.63	89.63		

Vendor 2846 - AMERICAN WELDING:

07768784							
66356	AMERICAN WELDING-GAS INC	06/01/2021	07/07/2021	45.77	45.77	Open	N
	BAND SAW BLADE	pziemer					07/07/2021
	235-3100-42220 REPAIR & MAINT			45.77			
	Total for vendor 2846 - AMERICAN WELDING:			45.77	45.77		

Vendor 0039 - AMERIPRIDE LINE:

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
253000012756							
66357	ARAMARK UNIFORM SERVICES	06/17/2021	07/07/2021	68.16	68.16	Open	N
	RUGS AND OVERALLS	pziemer					07/07/2021
235-3100-43430	MISCELLANEOUS			68.16			
253000015543							
66419	ARAMARK UNIFORM SERVICES	06/24/2021	07/07/2021	93.32	93.32	Open	N
	RUGS AND OVERALLS	pziemer					07/07/2021
235-3100-43430	MISCELLANEOUS			93.32			
Total for vendor 0039 - AMERIPRIDE LINE:				161.48	161.48		

Vendor 0041 - ANDERSON BROTHE:

PAY REQ 1 IMP 19-19

66630	ANDERSON BROTHERS CONSTRU	06/30/2021	07/07/2021	122,987.18	122,987.18	Open	N
	IMP 19-19 THRU 6/25/21	pziemer					07/07/2021
401-1919-45530	PYMTS TO CONTRACTORS			122,987.18			

PAY REQ 2 IMP 19-01

66631	ANDERSON BROTHERS CONSTRU	06/30/2021	07/07/2021	483,834.88	483,834.88	Open	N
	IMP 19-01 THRU 6/25/21	pziemer					07/07/2021
401-1901-45530	PYMTS TO CONTRACTORS			483,834.88			
Total for vendor 0041 - ANDERSON BROTHE:				606,822.06	606,822.06		

Vendor 3343 - ARROW MANAGEMEN:

28826							
66415	ARROW MANAGEMENT	06/25/2021	07/07/2021	75.00	75.00	Open	N
	921 MILL AVE MOWING ABATEMENT	pziemer					07/07/2021
101-2400-43405	NUISANCES			75.00			
Total for vendor 3343 - ARROW MANAGEMEN:				75.00	75.00		

Vendor 3859 - ASL INTERPRETING SERVICES INC:

INV-00091-A

66392	ASL INTERPRETING SERVICES INC	06/22/2021	07/07/2021	191.53	191.53	Open	N
	MAY 2021 INTERPRETIVE SERVICES	pziemer					07/07/2021
225-2120-43300	PROFESSIONAL SERVICES			191.53			
Total for vendor 3859 - ASL INTERPRETING SERVICES INC:				191.53	191.53		

Vendor 0944 - ASPEN MILLS:

276411							
66611	ASPEN MILLS	06/25/2021	07/07/2021	103.76	103.76	Open	N
	CAPTAIN BADGE	pziemer					07/07/2021
225-2220-41113	UNIFORM ALLOWANCE			103.76			
Total for vendor 0944 - ASPEN MILLS:				103.76	103.76		

Vendor 2086 - BOGGS, RACHEL:

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
6/12/21							
66416	BOGGS, RACHEL	06/12/2021	07/07/2021	75.39	75.39	Open	N
	UNIFORM EXPENSE REIMBURSEMENT	pziemer					07/07/2021
225-2120-41113	UNIFORM ALLOWANCE			75.39			
6/19/21							
66417	BOGGS, RACHEL	06/19/2021	07/07/2021	93.91	93.91	Open	N
	UNIFORM EXPENSE REIMBURSEMENT	pziemer					07/07/2021
225-2120-41113	UNIFORM ALLOWANCE			93.91			
	Total for vendor 2086 - BOGGS, RACHEL:			169.30	169.30		

Vendor 0065 - BOYER TRUCKS RO:

03P2106							
66358	BOYER TRUCKS ROGERS	06/23/2021	07/07/2021	292.32	292.32	Open	N
	HYDRAULIC FITTINGS	pziemer					07/07/2021
235-3100-42220	REPAIR & MAINT			292.32			
07P8084							
66359	BOYER TRUCKS ROGERS	06/22/2021	07/07/2021	190.94	190.94	Open	N
	PORTABLE LIGHT BATTERIES	pziemer					07/07/2021
235-3125-42220	REPAIR & MAINT			190.94			
07P7807							
66360	BOYER TRUCKS ROGERS	06/22/2021	07/07/2021	190.94	190.94	Open	N
	PORTABLE LIGHT BATTERIES	pziemer					07/07/2021
238-3160-42220	REPAIR & MAINT			190.94			
07P7806							
66361	BOYER TRUCKS ROGERS	06/18/2021	07/07/2021	190.94	190.94	Open	N
	PORTABLE LIGHT BATTERIES	pziemer					07/07/2021
237-3190-42220	REPAIR & MAINT			190.94			
	Total for vendor 0065 - BOYER TRUCKS RO:			865.14	865.14		

Vendor 0075 - BRAINERD GLASS:

INV0038674							
66422	BRAINERD GLASS INC.	06/16/2021	07/07/2021	80.70	80.70	Open	N
	DWNTN KIOSK STORM WINDOW REPAIR	pziemer					07/07/2021
230-5200-42220	REPAIR & MAINT			80.70			
	Total for vendor 0075 - BRAINERD GLASS:			80.70	80.70		

Vendor 0084 - BRAINERD PIPE S:

5852							
66388	BRAINERD PIPE SUPPLY	06/11/2021	07/07/2021	59.85	59.85	Open	N
	QTY 1 ELBOW	pziemer					07/07/2021
237-3190-42220	VACTOR DUMPSITE DRAINAGE ELBOW			59.85			

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

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EXP CHECK RUN DATES 07/06/2021 - 07/06/2021

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	GL Distribution GRANT						
5878							
66423	BRAINERD PIPE SUPPLY	06/17/2021	07/07/2021	26.78	26.78	Open	N
	MILLS FIELD IRRIGATION REPAIR	pziemer					07/07/2021
	230-5200-42221	R&M-ATHLETIC FIELD MAINT		26.78			
	Total for vendor 0084 - BRAINERD PIPE S:			86.63	86.63		
Vendor 0085 - BRAINERD POLICE:							
6/4/2021							
66399	BRAINERD POLICE DEPT	06/04/2021	07/07/2021	44.13	44.13	Open	N
	UNDERCOVER SUPPLIES - ALCOHOL	pziemer					07/07/2021
	223-2140-43432	UNDERCOVER SUPPLIES		44.13			
	Total for vendor 0085 - BRAINERD POLICE:			44.13	44.13		
Vendor 0296 - BRAINERD PUBLIC:							
7/1/2021							
66632	BRAINERD PUBLIC UTILITIES	07/01/2021	07/07/2021	7,287.16	7,287.16	Open	N
	JUNE 2021 COBRA	pziemer					07/07/2021
	101-0000-20800	DUE TO OTHER GOVT UNITS		7,287.16			
	Total for vendor 0296 - BRAINERD PUBLIC:			7,287.16	7,287.16		
Vendor 2911 - BUILDERS FIRST:							
83578650							
66348	BUILDERS FIRST SOURCE	06/15/2021	07/07/2021	269.67	269.67	Open	N
	VACTOR DUMP SITE FORM LUMBER	pziemer					07/07/2021
	237-3190-42220	REPAIR & MAINT		269.67			
	Total for vendor 2911 - BUILDERS FIRST:			269.67	269.67		
Vendor 0447 - CDW GOVERNMENT, :							
F403099							
66377	CDW GOVERNMENT, INC	06/10/2021	07/07/2021	116.10	116.10	Open	N
	CDWG - USB HUB AND CHARGER	pziemer					07/07/2021
	101-1800-43309	COMPUTER SUPPORT		29.50			
	203-9000-43309	COMPUTER TECHINCAL SUPPORT		86.60			
F310233							
66378	CDW GOVERNMENT, INC	06/09/2021	07/07/2021	26.87	26.87	Open	N
	CDWG - DELL MICRO MOUNT	pziemer					07/07/2021
	101-1800-42210	OPERATING SUPPLIES		26.87			
F580192							
66379	CDW GOVERNMENT, INC	06/15/2021	07/07/2021	20.00	20.00	Open	N
	ACROBAT STANDARD	pziemer					07/07/2021
	101-1800-43309	COMPUTER SUPPORT		20.00			

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
F704276							
66380	CDW GOVERNMENT, INC	06/16/2021	07/07/2021	1,434.36	1,434.36	Open	N
	DELL 3080 QTY 2	pziemer					07/07/2021
	403-9070-45580			1,434.36			
	CAPITAL - OTHER EQUIPMENT						
	Total for vendor 0447 - CDW GOVERNMENT,:			1,597.33	1,597.33		

Vendor 0307 - CENTERPOINT ENE:

5942870-6/JUNE 21

66463	CENTERPOINT ENERGY	06/18/2021	07/07/2021	21.29	21.29	Open	N
	5/14-6/16 CITY HALL UTILITIES	pziemer					07/07/2021
	101-1940-43380			21.29			
	UTILITIES						
	Total for vendor 0307 - CENTERPOINT ENE:			21.29	21.29		

Vendor 3414 - COILS FLAGS - F:

5875

66424	COILS FLAGS - FLAGPOLES	06/22/2021	07/07/2021	2,508.00	2,508.00	Open	N
	GGP FLAGPOLE/FLAG	pziemer					07/07/2021
	230-5200-42220			2,508.00			
	REPAIR & MAINT						
	Total for vendor 3414 - COILS FLAGS - F:			2,508.00	2,508.00		

Vendor 0900 - CUB FOODS BRD:

TRX 358 PARKS

66425	CUB FOODS - BRAINERD	06/03/2021	07/07/2021	9.99	9.99	Open	N
	CONCESSIONS - MISC	pziemer					07/07/2021
	230-5204-42210			9.99			
	OPERATING SUPPLIES						

TRX 300 PARKS

66426	CUB FOODS - BRAINERD	06/16/2021	07/07/2021	42.95	42.95	Open	N
	CONCESSIONS CHEESE/ONIONS	pziemer					07/07/2021
	230-5204-42210			42.95			
	OPERATING SUPPLIES						

TRX 95 - FIRE

66453	CUB FOODS - BRAINERD	06/23/2021	07/07/2021	2.99	2.99	Open	N
	LEMON JUICE FOR CLEANING SUPPLIES	pziemer					07/07/2021
	225-2220-42210			2.99			
	OPERATING SUPPLIES						
	Total for vendor 0900 - CUB FOODS BRD:			55.93	55.93		

Vendor 0134 - CWC SANITARY LA:

164537

66393	CWC SANITARY LANDFILL	06/23/2021	07/07/2021	12.00	12.00	Open	N
	PD SCRAP METAL REMOVAL	pziemer					07/07/2021
	225-2120-43430			12.00			
	MISCELLANEOUS						
	Total for vendor 0134 - CWC SANITARY LA:			12.00	12.00		

Vendor 3438 - D - D BEVERAGE,:

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
1420745							
66621	D - D BEVERAGE, LLC	06/28/2021	07/07/2021	25.20	25.20	Open	N
	LAUNDRY DETERGENT	pziemer					07/07/2021
	225-2120-42220	REPAIR & MAINT		25.20			
	Total for vendor 3438 - D - D BEVERAGE,:			25.20	25.20		

Vendor 1573 - DELL MARKETING:

10498785212							
66460	DELL MARKETING LP	06/07/2021	07/07/2021	1,574.28	1,574.28	Open	N
	DELL OPTIPLEX 7090 SMALL FORM FACTOR	pziemer					07/07/2021
	403-9070-45580	CAPITAL - OTHER EQUIPMENT		1,574.28			
	Total for vendor 1573 - DELL MARKETING:			1,574.28	1,574.28		

Vendor 1286 - EAST SIDE OIL C:

R93538							
66384	EAST SIDE OIL COMPANY	06/16/2021	07/07/2021	100.00	100.00	Open	N
	QTY 2 OIL	pziemer					07/07/2021
	227-3230-43428	USED OIL RECYCLING EXPENSE		100.00			
	Total for vendor 1286 - EAST SIDE OIL C:			100.00	100.00		

Vendor 3800 - ENVIROTECH:

64718/CITY HALL							
66585	ENVIROTECH	06/30/2021	07/07/2021	1,765.00	1,765.00	Open	N
	JULY 2021 JANITORIAL SERVICES	pziemer					07/07/2021
	101-1940-43300	PROFESSIONAL SERVICES		1,765.00			
64718/FIRE							
66586	ENVIROTECH	06/30/2021	07/07/2021	238.00	238.00	Open	N
	JULY 2021 FIRE DEPT JANITORIAL	pziemer					07/07/2021
	225-2220-43300	PROFESSIONAL SERVICES		238.00			
64718/POLICE							
66587	ENVIROTECH	07/01/2021	07/07/2021	1,255.00	1,255.00	Open	N
	JULY 2021 POLICE DEPT JANITORIAL	pziemer					07/07/2021
	225-2120-43300	PROFESSIONAL SERVICES		1,255.00			
64718/STREETS							
66588	ENVIROTECH	06/30/2021	07/07/2021	238.00	238.00	Open	N
	JULY 2021 STREETS DEPT JANITORIAL	pziemer					07/07/2021
	235-3100-43300	PROFESSIONAL SERVICES		238.00			
	Total for vendor 3800 - ENVIROTECH:			3,496.00	3,496.00		

Vendor 0925 - ERICKSON'S GREENHOUSE:

1015							
66387	ARMSTRONG'S GREENHOUSE	06/15/2021	07/07/2021	475.00	475.00	Open	N
	PLANTING CITY HALL GARDENS	pziemer					07/07/2021

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
101-9200-43430	MISCELLANEOUS			475.00			
	Total for vendor 0925 - ERICKSON'S GREENHOUSE:			475.00	475.00		
Vendor 0170 - FASTENAL COMPAN:							
MNBAX246529							
66370	FASTENAL COMPANY	06/23/2021	07/07/2021	68.26	68.26	Open	N
	CONCRETE BOOTS	pziemer					07/07/2021
237-3190-42220	REPAIR & MAINT			68.26			
	Total for vendor 0170 - FASTENAL COMPAN:			68.26	68.26		
Vendor 0179 - FIRST SUPPLY:							
3161190-00							
66427	FIRST SUPPLY LLC - BRAINERD	06/17/2021	07/07/2021	140.41	140.41	Open	N
	MILLS FIELD IRRIGATION	pziemer					07/07/2021
230-5200-42221	R&M-ATHLETIC FIELD MAINT			140.41			
	Total for vendor 0179 - FIRST SUPPLY:			140.41	140.41		
Vendor 2377 - GRANITE ELECTRO:							
150009619-1							
66452	GRANITE ELECTRONICS	06/24/2021	07/07/2021	19.95	19.95	Open	N
	PAGER REPAIR	pziemer					07/07/2021
225-2220-42220	REPAIR & MAINT			19.95			
	Total for vendor 2377 - GRANITE ELECTRO:			19.95	19.95		
Vendor 3011 - GUARDIAN PEST C:							
2255916							
66454	GUARDIAN PEST CONTROL INC	06/18/2021	07/07/2021	55.00	55.00	Open	N
	REVIEW & RESET TRAPS - LIBRARY	pziemer					07/07/2021
211-5500-42220	REPAIR & MAINT			55.00			
	Total for vendor 3011 - GUARDIAN PEST C:			55.00	55.00		
Vendor 1231 - GULL LAKE GLASS:							
9886924							
66456	GULL LAKE GLASS	06/21/2021	07/07/2021	3,147.00	3,147.00	Open	N
	REPAIR ANNEX DOOR	pziemer					07/07/2021
101-1940-42220	REPAIR & MAINT			3,147.00			
	Total for vendor 1231 - GULL LAKE GLASS:			3,147.00	3,147.00		
Vendor 0209 - HEARTLAND TIRE:							
3025194							
66395	HEARTLAND TIRE INC.	06/15/2021	07/07/2021	100.00	100.00	Open	N
	SQD 430 MOUNT AND BALANCE TIRES	pziemer					07/07/2021
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			100.00			

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GL Distribution	GRANT						
Total for vendor 0209 - HEARTLAND TIRE:				100.00	100.00		
Vendor 3636 - HRGREEN:							
144269							
66386	HRGREEN	06/15/2021	07/07/2021	2,479.00	2,479.00	Open	N
	BRD MN-H & M REMODEL THRU 5/31/21	pziemer					07/07/2021
	401-9030-43300-20:08	PROFESSIONAL SERVICES		2,479.00			
Total for vendor 3636 - HRGREEN:				2,479.00	2,479.00		
Vendor 3795 - INDEPENDENT TESTING TECHNOLOGIES:							
39376							
66363	INDEPENDENT TESTING TECHNOLOGIES	06/15/2021	07/07/2021	430.00	430.00	Open	N
	IMP 20-05 & 20-06 SERVICES	pziemer					07/07/2021
	401-9030-45530-20:05	CAPITAL-PYMTS TO CONTRACTS		215.00			
	401-9030-45530-20:06	CAPITAL-PYMTS TO CONTRACTS		215.00			
Total for vendor 3795 - INDEPENDENT TESTING TECHNOLOGIES:				430.00	430.00		
Vendor 3202 - INNOVATIVE OFFI:							
IN3389210							
66366	INNOVATIVE OFFICE SOLUTIONS LLC	06/21/2021	07/07/2021	25.30	25.30	Open	N
	SNAP IN PROTECTOR	pziemer					07/07/2021
	225-2220-42200	OFFICE SUPPLIES		25.30			
IN3392270							
66367	INNOVATIVE OFFICE SOLUTIONS LLC	06/23/2021	07/07/2021	25.30	25.30	Open	N
	SNAP IN PROTECTOR	pziemer					07/07/2021
	225-2220-42200	OFFICE SUPPLIES		25.30			
IN3388369							
66368	INNOVATIVE OFFICE SOLUTIONS LLC	06/18/2021	07/07/2021	25.97	25.97	Open	N
	FOLDERS/BINDERS	pziemer					07/07/2021
	225-2220-42200	OFFICE SUPPLIES		25.97			
IN3392087							
66396	INNOVATIVE OFFICE SOLUTIONS LLC	06/23/2021	07/07/2021	18.40	18.40	Open	N
	BINDERS & INDEX TABS	pziemer					07/07/2021
	225-2120-42200	OFFICE SUPPLIES		18.40			
Total for vendor 3202 - INNOVATIVE OFFI:				94.97	94.97		
Vendor 3517 - ISD #181 BRAINE:							
REC202103							
66428	ISD #181 BRAINERD PUBLIC SCHOOLS	06/14/2021	07/07/2021	1,875.00	1,875.00	Open	N
	2ND QTR PYMNT FOR RECREATION IN PROG	pziemer					07/07/2021
	230-5200-43300	PROFESSIONAL SERVICES		1,875.00			
Total for vendor 3517 - ISD #181 BRAINE:				1,875.00	1,875.00		

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
Vendor MISC - KAMBRI ANNE PARKS:							
6/22/2021							
66398	KAMBRI ANNE PARKS	06/22/2021	07/07/2021	142.50	142.50	Open	N
	UNDERCOVER ALCOHOL COMPLIANCE CHECKS	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			142.50			
	Total for vendor MISC - KAMBRI ANNE PARKS:			142.50	142.50		
Vendor 3545 - KITCHIGAMI REGI:							
6/9/21							
66455	KITCHIGAMI REGIONAL LIBRARY - CC	06/09/2021	07/07/2021	66.05	66.05	Open	N
	5/20/21-6/9/21 CREDIT CARD CHARGES T	pziemer					07/07/2021
211-0000-20800	DUE TO OTHER GOVT UNITS			66.05			
	Total for vendor 3545 - KITCHIGAMI REGI:			66.05	66.05		
Vendor 2396 - KNIFE RIVER:							
858817							
66615	KNIFE RIVER	06/24/2021	07/07/2021	1,200.00	1,200.00	Open	N
	VAC TRUCK DUMP SITE BLOCKS	pziemer					07/07/2021
237-3190-42220	REPAIR & MAINT			1,200.00			
	Total for vendor 2396 - KNIFE RIVER:			1,200.00	1,200.00		
Vendor 0223 - L & M STEEL:							
033467							
66349	L & M STEEL	06/22/2021	07/07/2021	54.94	54.94	Open	N
	V-PLOW #1 PLATE	pziemer					07/07/2021
235-3125-42220	REPAIR & MAINT			54.94			
	Total for vendor 0223 - L & M STEEL:			54.94	54.94		
Vendor 3469 - LAKES AREA MAT:							
20210608 #522							
66371	LAKES AREA MAT SERVICE INC	06/08/2021	07/07/2021	42.56	42.56	Open	N
	CITY HALL FLOOR MATS	pziemer					07/07/2021
101-1940-43410	RENTAL EXPENSE			42.56			
20210622 #522							
66372	LAKES AREA MAT SERVICE INC	06/22/2021	07/07/2021	42.56	42.56	Open	N
	CITY HALL FLOOR MATS	pziemer					07/07/2021
101-1940-43410	RENTAL EXPENSE			42.56			
20210608 #520							
66373	LAKES AREA MAT SERVICE INC	06/08/2021	07/07/2021	41.44	41.44	Open	N
	POLICE DEPT FLOOR MATS	pziemer					07/07/2021
225-2120-43300	PROFESSIONAL SERVICES			41.44			

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
20210622 #520							
66374	LAKES AREA MAT SERVICE INC	06/22/2021	07/07/2021	41.44	41.44	Open	N
	POLICE DEPT FLOOR MATS	pziemer					07/07/2021
225-2120-43300	PROFESSIONAL SERVICES			41.44			
	Total for vendor 3469 - LAKES AREA MAT:			168.00	168.00		
Vendor 3627 - LAKES AREA WILD:							
JUNE 2021							
66624	LAKES AREA WILDLIFE CONTROL	06/30/2021	07/07/2021	2,298.00	2,298.00	Open	N
	JUN 21 ANIMAL CONTROL CONTRACT	pziemer					07/07/2021
225-2700-43300	PROFESSIONAL SERVICES			2,298.00			
	Total for vendor 3627 - LAKES AREA WILD:			2,298.00	2,298.00		
Vendor 2308 - LHB INC.:							
190190.00-4							
66418	LHB INC.	06/23/2021	07/07/2021	3,620.00	3,620.00	Open	N
	BRD WATER TOWER PROF SVCS THRU 5/28/21	pziemer					07/07/2021
400-1481-43300	PROFESSIONAL SERVICES			3,620.00			
	Total for vendor 2308 - LHB INC.:			3,620.00	3,620.00		
Vendor 0239 - MACQUEEN EQUIPM:							
W08538							
66369	MACQUEEN EQUIPMENT INC	06/18/2021	07/07/2021	5,487.23	5,487.23	Open	N
	SEWER CAMERA REPAIR	pziemer					07/07/2021
237-3190-42220	REPAIR & MAINT			5,487.23			
	Total for vendor 0239 - MACQUEEN EQUIPM:			5,487.23	5,487.23		
Vendor 1753 - MARCO:							
INV8861256							
66381	MARCO	06/21/2021	07/07/2021	1,504.00	1,504.00	Open	N
	OFFICE 365 5/16-6/15/21	pziemer					07/07/2021
101-1800-43309	COMPUTER SUPPORT			1,504.00			
	Total for vendor 1753 - MARCO:			1,504.00	1,504.00		
Vendor MISC - MCKAYLA KRISTIE GEISE:							
6/17/21							
66394	MCKAYLA KRISTIE GEISE	06/22/2021	07/07/2021	52.50	52.50	Open	N
	UNDERCOVER ALCOHOL COMPLIANCE - ICR	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			52.50			
	Total for vendor MISC - MCKAYLA KRISTIE GEISE:			52.50	52.50		

Vendor 3365 - MIDC:

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
I0047032							
66429	MIDC	06/09/2021	07/07/2021	1,164.28	1,164.28	Open	N
	SPRINKLER HEADS - BALL FIELDS	pziemer					07/07/2021
230-5200-42221	R&M-ATHLETIC FIELD MAINT			1,164.28			
	Total for vendor 3365 - MIDC:			1,164.28	1,164.28		
Vendor 0254 - MILLS MOTORS IN:							
557222							
66352	MILLS MOTORS INC	06/15/2021	07/07/2021	755.75	755.75	Open	N
	BUS 119 REPAIRS	pziemer					07/07/2021
203-9000-43401	VEHICLE REPAIRS			755.75			
	Total for vendor 0254 - MILLS MOTORS IN:			755.75	755.75		
Vendor 1877 - MINNESOTA/WISCO:							
2021217							
66430	MINNESOTA/WISCONSIN PLAYGROUND	06/25/2021	07/07/2021	850.24	850.24	Open	N
	MEMORIAL BENCH	pziemer					07/07/2021
230-5200-42220	REPAIR & MAINT			850.24			
	Total for vendor 1877 - MINNESOTA/WISCO:			850.24	850.24		
Vendor 0445 - MN FIRE SERVICE:							
9027							
66612	MN FIRE SERVICE CERTIFICATION BOARD	06/17/2021	07/07/2021	120.00	120.00	Open	N
	FIREFIGHTER II CERT EXAM - PRASKA	pziemer					07/07/2021
225-2220-43330	PROFESSIONAL DEVELOPMENT			120.00			
	Total for vendor 0445 - MN FIRE SERVICE:			120.00	120.00		
Vendor 0736 - NORTHLAND FIRE:							
45352							
66385	NORTHLAND FIRE PROTECTION	06/10/2021	07/07/2021	105.00	105.00	Open	N
	TROUBLESHOOT CITY HALL FIRE ALARM PA	pziemer					07/07/2021
101-1940-42220	REPAIR & MAINT			105.00			
45325							
66397	NORTHLAND FIRE PROTECTION	06/10/2021	07/07/2021	225.00	225.00	Open	N
	PD ANNUAL SPRINKLER INSPECTION	pziemer					07/07/2021
225-2120-43300	PROFESSIONAL SERVICES			225.00			
	Total for vendor 0736 - NORTHLAND FIRE:			330.00	330.00		
Vendor 2064 - NUSS TRUCK & EQ:							
3232829P							
66617	NUSS TRUCK & EQUIPMENT	06/30/2021	07/07/2021	261.80	261.80	Open	N
	TRUCK 103 SHOCK ABSORBER	pziemer					07/07/2021
235-3125-42220	REPAIR & MAINT			261.80			

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Total for vendor 2064 - NUSS TRUCK & EQ:				261.80	261.80		
Vendor 0284 - OFFICE SHOP:							
1097859-0 66375	OFFICE SHOP CITY HALL OFFICE SUPPLIES	06/23/2021 pziemer	07/07/2021	9.34	9.34	Open	N 07/07/2021
101-1940-42200	OFFICE SUPPLIES			9.34			
1097859-2 66376	OFFICE SHOP CITY HALL COPY PAPER	06/25/2021 pziemer	07/07/2021	214.36	214.36	Open	N 07/07/2021
101-1940-42200	OFFICE SUPPLIES			214.36			
1097613-0 66431	OFFICE SHOP CONCESSIONS - CASH REGISTER SUPPLIES	06/17/2021 pziemer	07/07/2021	16.99	16.99	Open	N 07/07/2021
230-5204-42210	OPERATING SUPPLIES			16.99			
316914-0 66457	OFFICE SHOP LIBRARY COPIER CONTRACT	06/23/2021 pziemer	07/07/2021	125.79	125.79	Open	N 07/07/2021
211-5505-43430	MISC - COPY MACHINE PYMTS			125.79			
316896-0 66458	OFFICE SHOP FD COPIER CONTRACT Q2	06/23/2021 pziemer	07/07/2021	67.15	67.15	Open	N 07/07/2021
225-2220-43331	LEASED PAYMENTS			67.15			
Total for vendor 0284 - OFFICE SHOP:				433.63	433.63		
Vendor 3634 - ONSITE MEDICAL:							
21207 66622	ONSITE MEDICAL SERVICES INC ANNUAL HEARING TESTS	06/24/2021 pziemer	07/07/2021	650.00	650.00	Open	N 07/07/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			650.00			
Total for vendor 3634 - ONSITE MEDICAL:				650.00	650.00		
Vendor 0291 - PIKE PLUMBING A:							
78958 66383	PIKE PLUMBING AND HEATING DOWNTOWN ANNUAL BACKFLOW PREVENTER	06/21/2021 pziemer	07/07/2021	100.00	100.00	Open	N 07/07/2021
401-1003-43300	PROFESSIONAL SERVICES			100.00			
Total for vendor 0291 - PIKE PLUMBING A:				100.00	100.00		
Vendor 0521 - PITNEY BOWES IN:							
3104818774 66421	PITNEY BOWES INC 4/30/21-7/29/21 POSTAGE MACHINE LEASE	06/25/2021 pziemer	07/07/2021	651.24	651.24	Open	N 07/07/2021

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
101-1940-43331	LEASE PAYMENTS			651.24			
	Total for vendor 0521 - PITNEY BOWES IN:			651.24	651.24		
Vendor 3923 - POLARIS SALES INC:							
*8827600							
66459	POLARIS SALES INC	06/01/2021	07/07/2021	25,525.11	25,525.11	Open	N
	UTV RANGER NORTHSTAR PREMIUM	pziemer					07/07/2021
404-9055-45500	BUILDING CAPITAL			25,525.11			
	Total for vendor 3923 - POLARIS SALES INC:			25,525.11	25,525.11		
Vendor 3413 - RATWIK, ROSZAK:							
MAY 2021							
66626	RATWIK, ROSZAK AND MALONEY	06/01/2021	07/07/2021	8,917.01	8,917.01	Open	N
	MAY 21 RETAINER/SERVICES	pziemer					07/07/2021
101-1610-43301	CITY ATTORNEY			4,018.72			
101-0000-14100	DUE FROM COMPONENT UNIT			577.50			
101-1610-43301	CITY ATTORNEY			1,112.04			
401-1609-43300	PROFESSIONAL SERVICES			3,028.75			
101-0000-14100	DUE FROM COMPONENT UNIT			142.50			
101-0000-14100	DUE FROM COMPONENT UNIT			37.50			
	Total for vendor 3413 - RATWIK, ROSZAK:			8,917.01	8,917.01		
Vendor 3935 - RDO - VERMEER, LLC:							
1416437							
66616	RDO - VERMEER, LLC	06/18/2021	07/07/2021	19,741.00	19,741.00	Open	N
	STUMP GRINDER	pziemer					07/07/2021
400-9050-45530	CAPITAL - OTHER			19,741.00			
	Total for vendor 3935 - RDO - VERMEER, LLC:			19,741.00	19,741.00		
Vendor 3768 - SADUSKY RENOVATIONS:							
26							
66420	SADUSKY RENOVATIONS	06/21/2021	07/07/2021	5,979.75	5,979.75	Open	N
	INSPECTION SERVICES 6/1/21-6/15/2021	pziemer					07/07/2021
101-2400-43300	PROFESSIONAL SERVICES			5,979.75			
27							
66625	SADUSKY RENOVATIONS	07/01/2021	07/07/2021	2,908.86	2,908.86	Open	N
	6/16-6/30 INSPECTION SERVICES	pziemer					07/07/2021
101-2400-43300	PROFESSIONAL SERVICES			2,908.86			
	Total for vendor 3768 - SADUSKY RENOVATIONS:			8,888.61	8,888.61		
Vendor 3840 - SELVESTRA, DREW:							
6/8-6/9							
66400	SELVESTRA, DREW	06/08/2021	07/07/2021	156.80	156.80	Open	N
	ALICE TRAINING MILEAGE REIMBURSEMENT	pziemer					07/07/2021

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
225-2120-43330	PROFESSIONAL DEVELOPMENT			156.80			
	Total for vendor 3840 - SELVESTRA, DREW:			156.80	156.80		
Vendor 3612 - SEVERSON PORTER:							
JUNE 2021							
66623	SEVERSON PORTER LAW	06/30/2021	07/07/2021	16,131.55	16,131.55	Open	N
	JUN 21 PROSECUTION AGREEMENT	pziemer					07/07/2021
225-2127-43310	MISDEMEANOR PROSECUTOR			16,131.55			
	Total for vendor 3612 - SEVERSON PORTER:			16,131.55	16,131.55		
Vendor 2402 - SHAWN FLETCHER:							
30589							
66364	SHAWN FLETCHER TRUCKING INC	06/14/2021	07/07/2021	300.00	300.00	Open	N
	QTY 10 CY RED MULCH	pziemer					07/07/2021
230-5200-42220	REPAIR & MAINT			300.00			
30604							
66451	SHAWN FLETCHER TRUCKING INC	06/16/2021	07/07/2021	150.00	150.00	Open	N
	QTY 5CY RED MULCH @ 30/YD	pziemer					07/07/2021
230-5200-42220	REPAIR & MAINT			150.00			
	Total for vendor 2402 - SHAWN FLETCHER:			450.00	450.00		
Vendor 0317 - SHORT ELLIOTT :							
406963							
66365	SHORT ELLIOTT HENDRICKSON	06/15/2021	07/07/2021	12,176.91	12,176.91	Open	N
	IMP 19-02 THRU 5/31/21	pziemer					07/07/2021
401-1902-43300	PROFESSIONAL SERVICES			12,176.91			
	Total for vendor 0317 - SHORT ELLIOTT :			12,176.91	12,176.91		
Vendor 2589 - STAPLES ADVANTA:							
3479492598							
66401	STAPLES ADVANTAGE	06/12/2021	07/07/2021	362.04	362.04	Open	N
	INV PRINTER	pziemer					07/07/2021
225-2120-42200	OFFICE SUPPLIES			362.04			
3479492599							
66402	STAPLES ADVANTAGE	06/12/2021	07/07/2021	145.90	145.90	Open	N
	DIGITAL RECORDERS	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			145.90			
	Total for vendor 2589 - STAPLES ADVANTA:			507.94	507.94		
Vendor 0322 - STREICHERS PROF:							
I1508104							
66403	STREICHERS PROF EQUIP	06/11/2021	07/07/2021	54.97	54.97	Open	N
	774NK CSO UNIFORM SHIRT	pziemer					07/07/2021

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
225-2121-41113	UNIFORM ALLOWANCE			54.97			
I1508666							
66404	STREICHERS PROF EQUIP	06/15/2021	07/07/2021	316.99	316.99	Open	N
	OFFICER UNIFORMS - DEPT ORDER	pziemer					07/07/2021
225-2120-41113	UNIFORM ALLOWANCE			316.99			
I1508844							
66405	STREICHERS PROF EQUIP	06/16/2021	07/07/2021	46.98	46.98	Open	N
	774NK - CSO UNIFORM	pziemer					07/07/2021
225-2121-41113	UNIFORM ALLOWANCE			46.98			
I1508845							
66406	STREICHERS PROF EQUIP	06/16/2021	07/07/2021	169.95	169.95	Open	N
	702JD UNIFORM SHIRTS	pziemer					07/07/2021
225-2120-41113	UNIFORM ALLOWANCE			169.95			
I1508981							
66407	STREICHERS PROF EQUIP	06/17/2021	07/07/2021	119.98	119.98	Open	N
	774NK - CSO UNIFORM PANTS	pziemer					07/07/2021
225-2121-41113	UNIFORM ALLOWANCE			119.98			
I1509266							
66408	STREICHERS PROF EQUIP	06/18/2021	07/07/2021	161.98	161.98	Open	N
	705 UNIFORM BOOTS	pziemer					07/07/2021
225-2120-41113	UNIFORM ALLOWANCE			161.98			
I1509758							
66409	STREICHERS PROF EQUIP	06/22/2021	07/07/2021	12.99	12.99	Open	N
	703 UNIFORM BELT LOOP	pziemer					07/07/2021
225-2120-41113	UNIFORM ALLOWANCE			12.99			
	Total for vendor 0322 - STREICHERS PROF:			883.84	883.84		

Vendor 3424 - SULLIVAN CANDY:

354396							
66432	SULLIVAN CANDY & SUPPLY	06/11/2021	07/07/2021	34.50	34.50	Open	N
	CONCESSIONS - COTTON CANDY	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			34.50			
627340							
66433	SULLIVAN CANDY & SUPPLY	06/11/2021	07/07/2021	814.27	814.27	Open	N
	CONCESSIONS - FOIL SHEETS, NACHO CHIPS	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			814.27			
361053							
66434	SULLIVAN CANDY & SUPPLY	06/18/2021	07/07/2021	104.40	104.40	Open	N
	CONCESSIONS - CANDY	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			104.40			
643622							
66435	SULLIVAN CANDY & SUPPLY	06/18/2021	07/07/2021	233.17	233.17	Open	N
	CONCESSIONS - CANDY, SEEDS, POPCORN	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			233.17			

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644063							
66436	SULLIVAN CANDY & SUPPLY	06/18/2021	07/07/2021	57.38	57.38	Open	N
	CONCESSIONS - FOOD TRAYS	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			57.38			
	Total for vendor 3424 - SULLIVAN CANDY:			1,243.72	1,243.72		
Vendor 0339 - UPPER LAKES FOO:							
839691-00							
66448	UPPER LAKES FOODS INC	06/22/2021	07/07/2021	757.88	757.88	Open	N
	CONCESSIONS - CHEESE SAUCE, MEATS	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			757.88			
823858-0A							
66449	UPPER LAKES FOODS INC	06/01/2021	07/07/2021	(166.80)	(166.80)	Open	N
	CONCESSIONS - RETURNED PRETZELS	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			(166.80)			
	Total for vendor 0339 - UPPER LAKES FOO:			591.08	591.08		
Vendor 2924 - VERIZON WIRELES:							
9882016977							
66382	VERIZON WIRELESS	06/15/2021	07/07/2021	245.07	245.07	Open	N
	5/16-6/15 FD IPADS	pziemer					07/07/2021
225-2220-43321	TELEPHONE			245.07			
9882572108/HR							
66627	VERIZON WIRELESS	06/23/2021	07/07/2021	46.51	46.51	Open	N
	342090663-00001 HR 5/24-6/23	pziemer					07/07/2021
101-1400-43321	TELEPHONE			46.51			
9882572108/FD							
66628	VERIZON WIRELESS	06/23/2021	07/07/2021	40.01	40.01	Open	N
	342090663-00001 STATIO N 5/24-6/23	pziemer					07/07/2021
225-2220-43321	TELEPHONE			40.01			
9882572108/PARKS							
66629	VERIZON WIRELESS	06/23/2021	07/07/2021	46.51	46.51	Open	N
	342090663-00001 PARKS 5/24-6/23	pziemer					07/07/2021
230-5200-43321	TELEPHONE			46.51			
	Total for vendor 2924 - VERIZON WIRELES:			378.10	378.10		
Vendor 2939 - VIKING COCA COL:							
1037855							
66437	VIKING COCA COLA BOTTLING CO	06/09/2021	07/07/2021	242.50	242.50	Open	N
	CONCESSIONS - BHP BEVERAGES	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			242.50			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
1041956							
66438	VIKING COCA COLA BOTTLING CO	06/23/2021	07/07/2021	447.25	447.25	Open	N
	CONCESSIONS - MMP BEVERAGES - MISSING	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			447.25			
1041957							
66439	VIKING COCA COLA BOTTLING CO	06/23/2021	07/07/2021	200.00	200.00	Open	N
	CONCESSIONS - BHP BEVERAGES	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			200.00			
1041958							
66440	VIKING COCA COLA BOTTLING CO	06/23/2021	07/07/2021	159.50	159.50	Open	N
	CONCESSIONS - BAP BEVERAGES	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			159.50			
	Total for vendor 2939 - VIKING COCA COL:			1,049.25	1,049.25		

Vendor 0349 - W W THOMPSON CO:

2106-920361							
66350	W W THOMPSON CONCRETE	06/15/2021	07/07/2021	194.20	194.20	Open	N
	VACTOR DUMP SITE REBAR & MESH	pziemer					07/07/2021
237-3190-42220	REPAIR & MAINT			194.20			
2106-921534							
66351	W W THOMPSON CONCRETE	06/18/2021	07/07/2021	31.50	31.50	Open	N
	UNDERGROUND MORTAR MIX FOR VACTOR SI	pziemer					07/07/2021
237-3190-42220	REPAIR & MAINT			31.50			
2106-922613							
66362	W W THOMPSON CONCRETE	06/23/2021	07/07/2021	27.48	27.48	Open	N
	VACTOR DUMP SITE SPEC MIX	pziemer					07/07/2021
237-3190-42220	REPAIR & MAINT			27.48			
	Total for vendor 0349 - W W THOMPSON CO:			253.18	253.18		

Vendor 3914 - WATSON COMPANY:

C/M 157979							
66441	WATSON COMPANY	06/14/2021	07/07/2021	(18.52)	(18.52)	Open	N
	CREDIT - CONCESSION ITEMS NOT RECEIVED	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			(18.52)			
117064							
66442	WATSON COMPANY	06/22/2021	07/07/2021	931.85	931.85	Open	N
	CONCESSIONS - COTTON CANDY, FROZEN T	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			931.85			
	Total for vendor 3914 - WATSON COMPANY:			913.33	913.33		

Vendor 3899 - WEX HEALTH INC:

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
0001359674-IN							
66464	WEX HEALTH INC	06/01/2021	07/07/2021	40.50	40.50	Open	N
	MONTHLY COBRA	pziemer					07/07/2021
101-9200-43300	PROFESSIONAL SERVICES			40.50			
	Total for vendor 3899 - WEX HEALTH INC:			40.50	40.50		
Vendor 1159 - WINNERS TROPHY/:							
11542							
66389	WINNERS TROPHY	06/20/2021	07/07/2021	50.00	50.00	Open	N
	TOWER SERVICE AWARD ENGRAVING S. ANDERSON	pziemer					07/07/2021
225-2120-43430	MISCELLANEOUS			50.00			
	Total for vendor 1159 - WINNERS TROPHY/:			50.00	50.00		
Vendor 1712 - WSB:							
R-016307-000-12							
66450	WSB & ASSOCIATES	06/22/2021	07/07/2021	10,265.25	10,265.25	Open	N
	MMP PROF SVCS 5/1/21-5/31/21	pziemer					07/07/2021
400-9050-45510	CAPITAL - LAND			10,265.25			
	Total for vendor 1712 - WSB:			10,265.25	10,265.25		
Vendor 0354 - ZIEGLER, INC:							
IN000157446							
66584	ZIEGLER, INC	06/29/2021	07/07/2021	77.24	77.24	Open	N
	GRADER 112 AIR FILTERS	pziemer					07/07/2021
235-3100-42220	REPAIR & MAINT			77.24			
	Total for vendor 0354 - ZIEGLER, INC:			77.24	77.24		
PCard: 2257 U.S. BANK Card Holder: ADMIN							
Vendor 2193 - GOVERNMENT FINA:							
6/24/21							
66513	GOVERNMENT FINANCE OFFICERS ASSN	06/24/2021	07/07/2021	460.00	460.00	Open	N
	CERT OF ACHIEVEMENT REVIEW FEE FY2021	pziemer					07/07/2021
101-9200-43430	MISCELLANEOUS			460.00			
	Total for vendor 2193 - GOVERNMENT FINA:			460.00	460.00		
Vendor 0233 - LMC - UNIV AVE:							
6/14/21							
66510	LEAGUE OF MN CITIES	06/14/2021	07/07/2021	99.00	99.00	Open	N
	2021 VIRTUAL ANNUAL CONF. - BERGMAN	pziemer					07/07/2021
101-1400-43330	PROFESSIONAL DEVELOPMENT			99.00			
	Total for vendor 0233 - LMC - UNIV AVE:			99.00	99.00		

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
PCard: 2257 U.S. BANK Card Holder: ADMIN							
Vendor 2610 - MN SOCIETY'S OF:							
6/8/21							
66514	MN SOCIETY'S OF CPA'S	06/08/2021	07/07/2021	1,347.00	1,347.00	Open	N
	WEBINARS/CPE - HILLMAN	pziemer					07/07/2021
101-1400-43330	PROFESSIONAL DEVELOPMENT			1,347.00			
	Total for vendor 2610 - MN SOCIETY'S OF:			1,347.00	1,347.00		
Vendor 0521 - PITNEY BOWES IN:							
6/4/21							
66518	PITNEY BOWES INC	06/04/2021	07/07/2021	104.97	104.97	Open	N
	POSTAGE RED INK REFILL	pziemer					07/07/2021
101-1940-42200	OFFICE SUPPLIES			104.97			
	Total for vendor 0521 - PITNEY BOWES IN:			104.97	104.97		
Total PCard: 2257 U.S. BANK Card Holder: ADMIN				2,010.97	2,010.97		

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						

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

Vendor 3698 - AMAZON:

6/16/21							
66595	AMAZON	06/16/2021	07/07/2021	50.68	50.68	Open	N
	MEASURING TAPE FOR TREE GRANT	pziemer					07/07/2021
101-2400-43430	DNR TREE MISCELLANEOUS			50.68			
	Total for vendor 3698 - AMAZON:			50.68	50.68		

Vendor 1956 - LANDSBURG LANDS:

6/2/21							
66516	LANDSBURG LANDSCAPE NURSERY INC	06/02/2021	07/07/2021	861.89	861.89	Open	N
	DOWNTOWN PLANTERS PLANTS	pziemer					07/07/2021
401-1003-43430	MISCELLANEOUS			861.89			
6/3/21							
66517	LANDSBURG LANDSCAPE NURSERY INC	06/03/2021	07/07/2021	15.50	15.50	Open	N
	PINE MULCH FOR PLANTERS DOWNTOWN	pziemer					07/07/2021
401-1003-43430	MISCELLANEOUS			15.50			
5/28/21							
66519	LANDSBURG LANDSCAPE NURSERY INC	06/01/2021	07/07/2021	424.82	424.82	Open	N
	REPLACE SOIL IN DOWNTOWN POTS	pziemer					07/07/2021
401-1003-43430	MISCELLANEOUS			424.82			
	Total for vendor 1956 - LANDSBURG LANDS:			1,302.21	1,302.21		

Vendor MISC - SURVEY MONKEY:

6/12/21							
66512	SURVEY MONKEY	06/12/2021	07/07/2021	384.00	384.00	Open	N
	SURVEY MONKEY RENEWAL	pziemer					07/07/2021
101-9200-43430	MISCELLANEOUS			384.00			
	Total for vendor MISC - SURVEY MONKEY:			384.00	384.00		

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

1,736.89	1,736.89
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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						

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

Vendor 3698 - AMAZON:

5/26/21							
66520	AMAZON	06/01/2021	07/07/2021	81.72	81.72	Open	N
	5 WAY FLAT COILED WIRING ADAPTOR	pziemer					07/07/2021
225-2220-42210	OPERATING SUPPLIES			81.72			
5/27/21 - 3							
66521	AMAZON	06/01/2021	07/07/2021	95.04	95.04	Open	N
	RESCUE TASK FORCE PATCH (DONATED FUNI	pziemer					07/07/2021
225-2220-42210	OPERATING SUPPLIES			95.04			
6/2/21							
66523	AMAZON	06/02/2021	07/07/2021	31.98	31.98	Open	N
	SECURITY SEAL DOOR SEALS	pziemer					07/07/2021
225-2220-42210	OPERATING SUPPLIES			31.98			
6/9/21 - 2							
66591	AMAZON	06/09/2021	07/07/2021	195.16	195.16	Open	N
	TOURNIQUETS FF TAC GEAR *DONATED FUNI	pziemer					07/07/2021
225-2220-42210	OPERATING SUPPLIES			195.16			
	Total for vendor 3698 - AMAZON:			403.90	403.90		

Vendor 3835 - ARMORED EXPRESS:

5/27/21							
66594	ARMORED REPUBLIC	06/01/2021	07/07/2021	1,740.00	1,740.00	Open	N
	FIREFIGHTER TAC GEAR *DONATED FUNDS	pziemer					07/07/2021
225-2220-42210	OPERATING SUPPLIES			1,740.00			
	Total for vendor 3835 - ARMORED EXPRESS:			1,740.00	1,740.00		

Vendor MISC - FIREHOSEDIRECT:

6/4/21							
66522	FIREHOSEDIRECT	06/04/2021	07/07/2021	500.00	500.00	Open	N
	FIRE HOSE WASHER	pziemer					07/07/2021
225-2220-42210	OPERATING SUPPLIES			500.00			
	Total for vendor MISC - FIREHOSEDIRECT:			500.00	500.00		

Vendor 2895 - FIRESTORE ONLIN:

4/22/21 - CREDIT							
66593	FIRESTORE ONLINE INC.	06/01/2021	07/07/2021	(5.46)	(5.46)	Open	N
	CREDIT FOR SALES TAX CHARGED ON PREV	pziemer					07/07/2021
225-2220-42250	PERSONAL PROTECTIVE GEAR			(5.46)			
	Total for vendor 2895 - FIRESTORE ONLIN:			(5.46)	(5.46)		

Vendor 3934 - HARD HEAD VETERANS LLC:

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						

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

5/27/21

66614	HARD HEAD VETERANS LLC	06/01/2021	07/07/2021	1,950.00	1,950.00	Open	N
	BALLISTIC HELMETS FF TAC GEAR *DONAT	pziemer					07/07/2021
225-2220-42210	OPERATING SUPPLIES			1,950.00			
	Total for vendor 3934 - HARD HEAD VETERANS LLC:			1,950.00	1,950.00		

Vendor 1807 - LYNN CARD COMPA:

6/9/21

66589	LYNN CARD COMPANY	06/09/2021	07/07/2021	110.62	110.62	Open	N
	DONATION THANK YOU CARDS	pziemer					07/07/2021
225-2220-42200	OFFICE SUPPLIES			110.62			
	Total for vendor 1807 - LYNN CARD COMPA:			110.62	110.62		

Vendor 2392 - MENARDS:

6/21/21

66592	MENARDS	06/21/2021	07/07/2021	16.99	16.99	Open	N
	LP TANK EXCHANGE	pziemer					07/07/2021
225-2220-42210	OPERATING SUPPLIES			16.99			
	Total for vendor 2392 - MENARDS:			16.99	16.99		

Vendor MISC - STROBES-N-MORE:

6/8/2021

66590	STROBES-N-MORE	06/08/2021	07/07/2021	273.99	273.99	Open	N
	MICRO-BAR MINI LIGHTBAR	pziemer					07/07/2021
225-2220-42210	OPERATING SUPPLIES			273.99			
	Total for vendor MISC - STROBES-N-MORE:			273.99	273.99		

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

4,990.04	4,990.04
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GL Distribution GRANT

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

Vendor 3698 - AMAZON:

6/3/21

66511	AMAZON	06/03/2021	07/07/2021	207.71	207.71	Open	N
	AMAZON WEB SERVICES MAY 2021	pziemer					07/07/2021
101-1800-43309	COMPUTER SUPPORT			207.71			
	Total for vendor 3698 - AMAZON:			207.71	207.71		

Vendor 3858 - ZOOM VIDEO COMMUNICATIONS:

6/18/21

66509	ZOOM VIDEO COMMUNICATIONS	06/18/2021	07/07/2021	59.96	59.96	Open	N
	ZOOM 6/18-7/18/21	pziemer					07/07/2021
101-1800-43309	COMPUTER SUPPORT			14.99			
225-2120-43309	COMPUTER TECHNICAL SUPPORT			29.98			
230-5200-43309	COMPUTER TECHNICAL SUPPORT			14.99			
	Total for vendor 3858 - ZOOM VIDEO COMMUNICATIONS:			59.96	59.96		

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

267.67 267.67

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	GL Distribution GRANT						

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

Vendor 3698 - AMAZON:

6/4/21							
66608	AMAZON	06/04/2021	07/07/2021	31.32	31.32	Open	N
	SHOP SPRAYER SHUT OFF, SPRAYER NOZZLE	pziemer					07/07/2021
	230-5200-42220	REPAIR & MAINT		31.32			
6/4/21 - 2							
66609	AMAZON	06/04/2021	07/07/2021	49.14	49.14	Open	N
	SPRAYER BRASS TELESCOPING WAND	pziemer					07/07/2021
	230-5200-42220	REPAIR & MAINT		49.14			
5/26/21 - 2							
66610	AMAZON	06/01/2021	07/07/2021	209.82	209.82	Open	N
	BULBS - SOFTBALL FIELDS	pziemer					07/07/2021
	230-5200-42221	R&M-ATHLETIC FIELD MAINT		209.82			
		Total for vendor 3698 - AMAZON:		290.28	290.28		

Vendor 3711 - COSTCO:

6/8/21							
66596	COSTCO	06/08/2021	07/07/2021	110.36	110.36	Open	N
	CONCESSIONS, WATER, ICE	pziemer					07/07/2021
	230-5204-42210	OPERATING SUPPLIES		17.94			
	230-5200-42220	REPAIR & MAINT		84.95			
	230-5215-42210	OPERATING SUPPLIES		2.49			
	230-5200-42210	OPERATING SUPPLIES		4.98			
6/8/21 - 2							
66597	COSTCO	06/08/2021	07/07/2021	84.95	84.95	Open	N
	WATER BOTTLES - CWC ENERGIZED GRANT	pziemer					07/07/2021
	230-5200-42220	REPAIR & MAINT		84.95			
6/8/21 - 3							
66598	COSTCO	06/08/2021	07/07/2021	84.95	84.95	Open	N
	WATER BOTTLES - CWC ENERGIZED GRANT	pziemer					07/07/2021
	230-5200-42220	REPAIR & MAINT		84.95			
6/8/21 - 4							
66599	COSTCO	06/08/2021	07/07/2021	84.95	84.95	Open	N
	WATER BOTTLES - CWC ENERGIZED GRANT	pziemer					07/07/2021
	230-5200-42220	REPAIR & MAINT		84.95			
6/08/21 - 5							
66600	COSTCO	06/08/2021	07/07/2021	84.95	84.95	Open	N
	WATER BOTTLES - CWC ENERGIZED GRANT	pziemer					07/07/2021
	230-5200-42220	REPAIR & MAINT		84.95			
6/10/21							
66601	COSTCO	06/10/2021	07/07/2021	51.95	51.95	Open	N
	CONCESSIONS - CHIPS	pziemer					07/07/2021

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
PCard: 2257 U.S. BANK Card Holder: PARKS							
230-5204-42210	OPERATING SUPPLIES			51.95			
6/18/21							
66602	COSTCO	06/18/2021	07/07/2021	9.96	9.96	Open	N
	ICE FOR FIRST AID - YOUTH/ADULT/TOUR	pziemer					07/07/2021
230-5200-42210	OPERATING SUPPLIES			2.49			
230-5215-42210	OPERATING SUPPLIES			2.49			
230-5216-42210	OPERATING SUPPLIES			4.98			
6/7/21							
66613	COSTCO	06/07/2021	07/07/2021	66.92	66.92	Open	N
	CONCESSIONS - CONDIMENTS/CHIPS	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			66.92			
	Total for vendor 3711 - COSTCO:			578.99	578.99		
Vendor 3917 - COUNTRY HEARTH :							
6/10/21							
66603	COUNTRY HEARTH	06/10/2021	07/07/2021	56.50	56.50	Open	N
	CONCESSIONS - BUNS	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			56.50			
5/26/21							
66604	COUNTRY HEARTH	06/01/2021	07/07/2021	5.50	5.50	Open	N
	CONCESSIONS - BUNS	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			5.50			
06/16/21							
66605	COUNTRY HEARTH	06/16/2021	07/07/2021	22.50	22.50	Open	N
	CONCESSIONS - BUNS	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			22.50			
6/24/21							
66606	COUNTRY HEARTH	06/24/2021	07/07/2021	24.54	24.54	Open	N
	CONCESSIONS - BUNS	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			24.54			
	Total for vendor 3917 - COUNTRY HEARTH :			109.04	109.04		
Vendor 3700 - DOLLAR TREE:							
6/24/21							
66607	DOLLAR TREE	06/24/2021	07/07/2021	4.00	4.00	Open	N
	CONCESSIONS - TABLE COVERS	pziemer					07/07/2021
230-5204-42210	OPERATING SUPPLIES			4.00			
	Total for vendor 3700 - DOLLAR TREE:			4.00	4.00		
Total PCard: 2257 U.S. BANK Card Holder: PARKS				982.31	982.31		

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Vendor 3698 - AMAZON:

5/27/21							
66469	AMAZON	06/01/2021	07/07/2021	94.47	94.47	Open	N
	HEADGEAR	pziemer					07/07/2021
225-2120-42209	SAFETY EQUIPMENT SUPPLIES			94.47			
5/27/21 - 2							
66470	AMAZON	06/01/2021	07/07/2021	296.83	296.83	Open	N
	HEADGEAR	pziemer					07/07/2021
225-2120-42209	SAFETY EQUIPMENT SUPPLIES			296.83			
6/8/21							
66489	AMAZON	06/08/2021	07/07/2021	192.99	192.99	Open	N
	KEY SAFE	pziemer					07/07/2021
225-2120-42240	SMALL TOOLS			192.99			
6/9/21							
66493	AMAZON	06/09/2021	07/07/2021	30.68	30.68	Open	N
	EVIDENCE SUPPLIES	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			30.68			
	Total for vendor 3698 - AMAZON:			614.97	614.97		

Vendor 3928 - ARCHERY COUNTRY BRAINERD:

6/4/21							
66482	ARCHERY COUNTRY BRAINERD	06/04/2021	07/07/2021	32.20	32.20	Open	N
	CAMERA MOUNT	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			32.20			
6/4/21 - 2							
66483	ARCHERY COUNTRY BRAINERD	06/04/2021	07/07/2021	121.31	121.31	Open	N
	CAMERA & SD CARD	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			121.31			
6/4/21 - 3							
66484	ARCHERY COUNTRY BRAINERD	06/04/2021	07/07/2021	142.97	142.97	Open	N
	CAMERA, MOUNT, SD CARD	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			142.97			
6/4/21 - REFUND							
66485	ARCHERY COUNTRY BRAINERD	06/04/2021	07/07/2021	(153.51)	(153.51)	Open	N
	RETURNED TO CORRECT SALES TAX CHARGE	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			(153.51)			
	Total for vendor 3928 - ARCHERY COUNTRY BRAINERD:			142.97	142.97		

Vendor 3701 - BCA CJTE UNIT:

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	GL Distribution GRANT						

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

6/2/21							
66476	BCA CJTE UNIT	06/02/2021	07/07/2021	375.00	375.00	Open	N
	712 CRIME SCENE TRAINING	pziemer					07/07/2021
	225-2120-43330	PROFESSIONAL DEVELOPMENT		375.00			
6/2/21 - 2							
66477	BCA CJTE UNIT	06/02/2021	07/07/2021	375.00	375.00	Open	N
	728 CRIME SCENE TRAINING	pziemer					07/07/2021
	225-2120-43330	PROFESSIONAL DEVELOPMENT		375.00			
	Total for vendor 3701 - BCA CJTE UNIT:			750.00	750.00		

Vendor 3706 - BEST BUY:

6/22/21							
66515	BEST BUY	06/22/2021	07/07/2021	2,159.94	2,159.94	Open	N
	SQUAD ROOM TV'S - PD	pziemer					07/07/2021
	225-2120-42200	OFFICE SUPPLIES		2,159.94			
	Total for vendor 3706 - BEST BUY:			2,159.94	2,159.94		

Vendor 3930 - BEST WESTERN PLUS:

6/15/21							
66497	BEST WESTERN PLUS	06/15/2021	07/07/2021	223.00	223.00	Open	N
	707 K9 TRIALS	pziemer					07/07/2021
	225-2128-43430	MISC - K9 PROGRAM		223.00			
	Total for vendor 3930 - BEST WESTERN PLUS:			223.00	223.00		

Vendor 3926 - DAIGLE LAW GROUP LLC:

6/1/21							
66472	DAIGLE LAW GROUP LLC	06/01/2021	07/07/2021	595.00	595.00	Open	N
	704 - IA INVESTIGATIONS	pziemer					07/07/2021
	225-2120-43330	PROFESSIONAL DEVELOPMENT		595.00			
	Total for vendor 3926 - DAIGLE LAW GROUP LLC:			595.00	595.00		

Vendor 3865 - FIRST ARRIVING LLC:

6/16/21							
66502	FIRST ARRIVING LLC	06/16/2021	07/07/2021	1,378.40	1,378.40	Open	N
	FIRST ARRIVING DASHBOARD SET UP	pziemer					07/07/2021
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		1,378.40			
	Total for vendor 3865 - FIRST ARRIVING LLC:			1,378.40	1,378.40		

Vendor 3719 - FLEET FARM:

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6/1/21							
66473	FLEET FARM	06/01/2021	07/07/2021	79.99	79.99	Open	N
	771AT CSO UNIFORM BOOTS	pziemer					07/07/2021
	225-2121-41113 UNIFORM ALLOWANCE			79.99			
6/11/21							
66496	FLEET FARM	06/11/2021	07/07/2021	19.99	19.99	Open	N
	K-9 SUPPLIES	pziemer					07/07/2021
	225-2128-43430 MISC - K9 PROGRAM			19.99			
	Total for vendor 3719 - FLEET FARM:			99.98	99.98		

Vendor 0186 - GALLS LLC:

5/20/21 - 2							
66468	GALLS LLC	06/01/2021	07/07/2021	(6.68)	(6.68)	Open	N
	SALES TAX REFUNDED 5/26/21	pziemer					07/07/2021
	225-2120-41113 UNIFORM ALLOWANCE			(6.68)			
	Total for vendor 0186 - GALLS LLC:			(6.68)	(6.68)		

Vendor 3927 - GANDER OUTDOORS:

6/1/21							
66474	GANDER OUTDOORS	06/01/2021	07/07/2021	85.00	85.00	Open	N
	771AT - CSO UNIFORM PANTS	pziemer					07/07/2021
	225-2121-41113 UNIFORM ALLOWANCE			85.00			
	Total for vendor 3927 - GANDER OUTDOORS:			85.00	85.00		

Vendor 3925 - HAMPTON BY HILTON:

5/28/21							
66471	HAMPTON BY HILTON	06/01/2021	07/07/2021	496.24	496.24	Open	N
	715 - FTO SCHOOL	pziemer					07/07/2021
	225-2120-43330 PROFESSIONAL DEVELOPMENT			496.24			
	Total for vendor 3925 - HAMPTON BY HILTON:			496.24	496.24		

Vendor 3065 - JIMMY JOHN'S #9:

6/3/21							
66479	JIMMY JOHN'S #989	06/03/2021	07/07/2021	49.63	49.63	Open	N
	OFFICER INTERVIEW PANEL LUNCH	pziemer					07/07/2021
	225-2120-43430 MISCELLANEOUS			49.63			
	Total for vendor 3065 - JIMMY JOHN'S #9:			49.63	49.63		

Vendor 3898 - KOHL'S:

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6/8/21

66490	KOHL'S	06/08/2021	07/07/2021	142.00	142.00	Open	N
	703 UNIFORMWEAR	pziemer					07/07/2021
225-2120-41113	UNIFORM ALLOWANCE			142.00			
	Total for vendor 3898 - KOHL'S:			142.00	142.00		

Vendor 0368 - L.E.A. DATA TEC:

6/16/21

66503	L.E.A. DATA TECHNOLOGIES	06/16/2021	07/07/2021	105.00	105.00	Open	N
	LEA DATABASE UPGRADE	pziemer					07/07/2021
225-2120-43309	COMPUTER TECHNICAL SUPPORT			105.00			
	Total for vendor 0368 - L.E.A. DATA TEC:			105.00	105.00		

Vendor 0669 - MICKEY'S PIZZA:

5/25/21

66465	MICKEY'S PIZZA - J&T FOOD SERVICE	06/29/2021	07/07/2021	20.72	20.72	Open	N
	DEPUTY CHIEF INTERVIEW PANEL/LUNCH	pziemer					07/07/2021
225-2120-43430	MISCELLANEOUS			20.72			
	Total for vendor 0669 - MICKEY'S PIZZA:			20.72	20.72		

Vendor 0260 - MN BUREAU OF CR:

6/14/21

66499	MN BUREAU OF CRIM APPREHENSION	06/14/2021	07/07/2021	75.00	75.00	Open	N
	721 DMT RECERTIFICATION	pziemer					07/07/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			75.00			
	Total for vendor 0260 - MN BUREAU OF CR:			75.00	75.00		

Vendor 1375 - MN CHIEFS OF PO:

6/4/21

66486	MN CHIEFS OF POLICE ASSOC	06/04/2021	07/07/2021	700.00	700.00	Open	N
	726 LEADERSHIP TRAINING	pziemer					07/07/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			700.00			
	Total for vendor 1375 - MN CHIEFS OF PO:			700.00	700.00		

Vendor MISC - MN POLICE TRAINING:

6/14/21

66498	MN POLICE TRAINING	06/14/2021	07/07/2021	1,100.00	1,100.00	Open	N
	FTO SCHOOL 718 & 714	pziemer					07/07/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			1,100.00			
	Total for vendor MISC - MN POLICE TRAINING:			1,100.00	1,100.00		

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GL Distribution	GRANT						
PCard: 2257 U.S. BANK Card Holder: POLICE							
Vendor 3887 - MN STATE PATROL COM. VEH SECTION:							
6/1/21							
66475	STATE OF MINNESOTA	06/01/2021	07/07/2021	92.24	92.24	Open	N
	725JS POST LICENSE	pziemer					07/07/2021
225-2120-43433	DUES & SUBSCRIPTIONS			92.24			
	Total for vendor 3887 - MN STATE PATROL COM. VEH SECTION:			92.24	92.24		
Vendor MISC - MULTI REGIONAL TRAINING CENTER:							
6/3/21							
66480	MULTI REGIONAL TRAINING CENTER	06/03/2021	07/07/2021	6.50	6.50	Open	N
	725JS CPR CARD	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			6.50			
	Total for vendor MISC - MULTI REGIONAL TRAINING CENTER:			6.50	6.50		
Vendor 3584 - NARTEC, INC:							
6/10/21							
66494	NARTEC, INC	06/10/2021	07/07/2021	189.24	189.24	Open	N
	EVIDENCE SUPPLIES	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			189.24			
	Total for vendor 3584 - NARTEC, INC:			189.24	189.24		
Vendor 3929 - SPYPOINT:							
6/8/21							
66492	SPYPOINT	06/08/2021	07/07/2021	120.00	120.00	Open	N
	ANNUAL CAMERA MONITOR FEE	pziemer					07/07/2021
225-2120-43309	COMPUTER TECHNICAL SUPPORT			120.00			
	Total for vendor 3929 - SPYPOINT:			120.00	120.00		
Vendor 3703 - TRANSUNION RISK:							
6/1/21							
66478	TRANSUNION RISK	06/01/2021	07/07/2021	75.00	75.00	Open	N
	MAY 21 INVESTIGATIONS & PARKING TKT	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			75.00			
	Total for vendor 3703 - TRANSUNION RISK:			75.00	75.00		
Vendor 2956 - ULINE:							
6/17/21							
66505	ULINE	06/17/2021	07/07/2021	233.84	233.84	Open	N
	EVIDENCE SUPPLIES	pziemer					07/07/2021
225-2120-42210	OPERATING SUPPLIES			233.84			
	Total for vendor 2956 - ULINE:			233.84	233.84		

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GL Distribution GRANT

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

Vendor 3697 - USPS:

6/3/21							
66481	USPS	06/03/2021	07/07/2021	9.60	9.60	Open	N
	POSTAGE	pziemer					07/07/2021
225-2120-43322	POSTAGE			9.60			
6/7/21							
66487	USPS	06/07/2021	07/07/2021	6.00	6.00	Open	N
	POSTMASTER	pziemer					07/07/2021
225-2120-43322	POSTAGE			6.00			
6/7/21 - 2							
66488	USPS	06/07/2021	07/07/2021	15.63	15.63	Open	N
	POSTAGE	pziemer					07/07/2021
225-2120-43322	POSTAGE			15.63			
6/8/21							
66491	USPS	06/08/2021	07/07/2021	15.10	15.10	Open	N
	POSTAGE	pziemer					07/07/2021
225-2120-43322	POSTAGE			15.10			
6/10/21							
66495	USPS	06/10/2021	07/07/2021	8.55	8.55	Open	N
	POSTAGE	pziemer					07/07/2021
225-2120-43322	POSTAGE			8.55			
6/15/21							
66501	USPS	06/15/2021	07/07/2021	4.00	4.00	Open	N
	POSTAGE	pziemer					07/07/2021
225-2120-43322	POSTAGE			4.00			
6/16/21							
66504	USPS	06/16/2021	07/07/2021	12.50	12.50	Open	N
	POSTAGE	pziemer					07/07/2021
225-2120-43322	POSTAGE			12.50			
6/21/21							
66506	USPS	06/21/2021	07/07/2021	9.50	9.50	Open	N
	POSTAGE	pziemer					07/07/2021
225-2120-43322	POSTAGE			9.50			
6/22/21							
66507	USPS	06/22/2021	07/07/2021	9.40	9.40	Open	N
	POSTAGE	pziemer					07/07/2021
225-2120-43322	POSTAGE			9.40			
6/24/21							
66508	USPS	06/24/2021	07/07/2021	1.20	1.20	Open	N
	POSTAGE	pziemer					07/07/2021
225-2120-43322	POSTAGE			1.20			
Total for vendor 3697 - USPS:				91.48	91.48		

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

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

Vendor 3924 - VISTA PRINT:

5/25/21							
66466	VISTA PRINT	06/01/2021	07/07/2021	107.51	107.51	Open	N
	COURTESY PARKING PERMITS	pziemer					07/07/2021
225-2120-42200	OFFICE SUPPLIES			107.51			
5/25/21 - 2							
66467	VISTA PRINT	06/01/2021	07/07/2021	(7.84)	(7.84)	Open	N
	CREDIT FOR SALES TAX CHARGED ON PARKING	pziemer					07/07/2021
225-2120-42200	OFFICE SUPPLIES			(7.84)			
	Total for vendor 3924 - VISTA PRINT:			99.67	99.67		

Vendor 0006 - WALMART COMMUNI:

6/14/21							
66500	WALMART COMMUNITY/GECRB	06/14/2021	07/07/2021	18.78	18.78	Open	N
	SAFETY SUPPLIES/PARADE ASSIST	pziemer					07/07/2021
225-2120-42209	SAFETY EQUIPMENT SUPPLIES			18.78			
	Total for vendor 0006 - WALMART COMMUNI:			18.78	18.78		

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

# of Invoices:	215	# Due:	215	Totals:	783,121.08	783,121.08
# of Credit Memos:	7	# Due:	7	Totals:	(365.10)	(365.10)
Net of Invoices and Credit Memos:					782,755.98	782,755.98

--- TOTALS BY GL DISTRIBUTION ---

101-0000-14100	DUE FROM COMPONENT UNIT	757.50
101-0000-20800	DUE TO OTHER GOVT UNITS	7,287.16
101-1400-43321	TELEPHONE	46.51
101-1400-43330	PROFESSIONAL DEVELOPMENT	1,446.00
101-1610-43301	CITY ATTORNEY	5,130.76
101-1800-42210	OPERATING SUPPLIES	26.87
101-1800-43309	COMPUTER SUPPORT	1,776.20
101-1940-42200	OFFICE SUPPLIES	328.67
101-1940-42220	REPAIR & MAINT	3,252.00
101-1940-43300	PROFESSIONAL SERVICES	1,765.00
101-1940-43331	LEASE PAYMENTS	651.24
101-1940-43380	UTILITIES	21.29
101-1940-43410	RENTAL EXPENSE	85.12
101-2400-43300	PROFESSIONAL SERVICES	8,888.61
101-2400-43405	NUISANCES	75.00
101-2400-43430	MISCELLANEOUS	50.68
101-9200-43300	PROFESSIONAL SERVICES	40.50
101-9200-43430	MISCELLANEOUS	1,319.00
203-9000-43309	COMPUTER TECHNICAL SUPPORT	86.60

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
	203-9000-43401	VEHICLE REPAIRS		755.75			
	211-0000-20800	DUE TO OTHER GOVT UNITS		66.05			
	211-5500-42220	REPAIR & MAINT		55.00			
	211-5505-43430	MISC - COPY MACHINE PYMTS		125.79			
	223-2140-43432	UNDERCOVER SUPPLIES		44.13			
	225-2120-41113	UNIFORM ALLOWANCE		966.53			
	225-2120-42200	OFFICE SUPPLIES		2,640.05			
	225-2120-42209	SAFETY EQUIPMENT SUPPLIES		453.51			
	225-2120-42210	OPERATING SUPPLIES		1,023.12			
	225-2120-42220	REPAIR & MAINT		150.25			
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		100.00			
	225-2120-42240	SMALL TOOLS		192.99			
	225-2120-43300	PROFESSIONAL SERVICES		1,754.41			
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		1,633.38			
	225-2120-43322	POSTAGE		91.48			
	225-2120-43330	PROFESSIONAL DEVELOPMENT		4,523.04			
	225-2120-43430	MISCELLANEOUS		132.35			
	225-2120-43433	DUES & SUBSCRIPTIONS		92.24			
	225-2121-41113	UNIFORM ALLOWANCE		386.92			
	225-2127-43310	MISDEMEANOR PROSECUTOR		16,131.55			
	225-2128-43430	MISC - K9 PROGRAM		242.99			
	225-2220-41113	UNIFORM ALLOWANCE		103.76			
	225-2220-42200	OFFICE SUPPLIES		187.19			
	225-2220-42210	OPERATING SUPPLIES		4,887.87			
	225-2220-42220	REPAIR & MAINT		19.95			
	225-2220-42250	PERSONAL PROTECTIVE GEAR		(5.46)			
	225-2220-43300	PROFESSIONAL SERVICES		238.00			
	225-2220-43321	TELEPHONE		285.08			
	225-2220-43330	PROFESSIONAL DEVELOPMENT		120.00			
	225-2220-43331	LEASED PAYMENTS		67.15			
	225-2700-43300	PROFESSIONAL SERVICES		2,298.00			
	227-3230-43428	USED OIL RECYCLING EXPENSE		100.00			
	230-5200-42210	OPERATING SUPPLIES		7.47			
	230-5200-42220	REPAIR & MAINT		4,399.53			
	230-5200-42221	R&M-ATHLETIC FIELD MAINT		1,593.85			
	230-5200-43300	PROFESSIONAL SERVICES		1,875.00			
	230-5200-43309	COMPUTER TECHNICAL SUPPORT		14.99			
	230-5200-43321	TELEPHONE		46.51			
	230-5204-42210	OPERATING SUPPLIES		4,117.16			
	230-5215-42210	OPERATING SUPPLIES		4.98			
	230-5216-42210	OPERATING SUPPLIES		4.98			
	235-3100-42210	OPERATING SUPPLIES		30.58			
	235-3100-42220	REPAIR & MAINT		634.30			
	235-3100-43300	PROFESSIONAL SERVICES		238.00			
	235-3100-43430	MISCELLANEOUS		161.48			
	235-3125-42220	REPAIR & MAINT		507.68			
	237-3190-42220	REPAIR & MAINT		7,531.82			
	238-3160-42220	REPAIR & MAINT		190.94			
	400-1481-43300	PROFESSIONAL SERVICES		3,620.00			
	400-9050-45510	CAPITAL - LAND		10,265.25			
	400-9050-45530	CAPITAL - OTHER		19,741.00			
	401-1003-43300	PROFESSIONAL SERVICES		100.00			
	401-1003-43430	MISCELLANEOUS		1,302.21			
	401-1609-43300	PROFESSIONAL SERVICES		3,028.75			
	401-1901-45530	PYMTS TO CONTRACTORS		483,834.88			
	401-1902-43300	PROFESSIONAL SERVICES		12,176.91			
	401-1919-45530	PYMTS TO CONTRACTORS		122,987.18			

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
401-9030-43300-20:08	PROFESSIONAL SERVICES			2,479.00			
401-9030-45530-20:05	CAPITAL-PYMTS TO CONTRACTS			215.00			
401-9030-45530-20:06	CAPITAL-PYMTS TO CONTRACTS			215.00			
403-9070-45580	CAPITAL - OTHER EQUIPMENT			3,008.64			
404-9055-45500	BUILDING CAPITAL			25,525.11			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			32,948.11	32,948.11		
	203 - TRANSIT FUND			842.35	842.35		
	211 - LIBRARY FUND			246.84	246.84		
	223 - DRUG FORFEITURE			44.13	44.13		
	225 - PUBLIC SAFETY FUND			38,716.35	38,716.35		
	227 - RECYCLING FUND			100.00	100.00		
	230 - PARK & RECREATION FUND			12,064.47	12,064.47		
	235 - STREET & SEWER FUND			1,572.04	1,572.04		
	237 - SANITARY SEWER FUND			7,531.82	7,531.82		
	238 - STORM SEWER FUND			190.94	190.94		
	400 - CAPITAL PROJECTS FUND			33,626.25	33,626.25		
	401 - CONSTRUCTION FUND			626,338.93	626,338.93		
	403 - IT CAPITAL FUND			3,008.64	3,008.64		
	404 - FIRE DEPARTMENT CAPITAL			25,525.11	25,525.11		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			8,110.71	8,110.71		
	1003 - 10:03 DWNTWN MAIN CNTRACT			1,402.21	1,402.21		
	1400 - ADMINISTRATION			1,492.51	1,492.51		
	1481 - HISTORIC WATER TOWER REPA			3,620.00	3,620.00		
	1609 - 16:09 BUFFALO HILLS RECON			3,028.75	3,028.75		
	1610 - LEGAL-CIVIL ATTORNEY			5,130.76	5,130.76		
	1800 - IT/GIS			1,803.07	1,803.07		
	1901 - 19:01 NW 4TH STREET IMPR			483,834.88	483,834.88		
	1902 - 19:02 CLST CONNECTION			12,176.91	12,176.91		
	1919 - 19:19 NW 3RD&JACKSON STRE			122,987.18	122,987.18		
	1940 - CITY HALL			6,103.32	6,103.32		
	2120 - POLICE DEPARTMENT			13,753.35	13,753.35		
	2121 - COMMUNITY SERVICE			386.92	386.92		
	2127 - MISDEMEANOR PROSECUTOR			16,131.55	16,131.55		
	2128 - K-9 PROGRAM			242.99	242.99		
	2140 - DRUG FORFEITURE			44.13	44.13		
	2220 - FIRE DEPARTMENT			5,903.54	5,903.54		
	2400 - COMMUNITY DEVL/INSPECTION			9,014.29	9,014.29		
	2700 - ANIMAL CONTROL			2,298.00	2,298.00		
	3100 - S & S MAINTENANCE			1,064.36	1,064.36		
	3125 - SNOW REMOVAL			507.68	507.68		
	3160 - STORM SEWER EXPENSE			190.94	190.94		
	3190 - SANITARY SEWER EXPENSE			7,531.82	7,531.82		
	3230 - RECYCLING EXPENSE			100.00	100.00		
	5200 - PARK MAIN/ADMINISTRATION			7,937.35	7,937.35		
	5204 - CONCESSIONS			4,117.16	4,117.16		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						GRANT
--- TOTALS BY DEPT/ACTIVITY ---							
	5215 - ADULT SOFTBALL			4.98	4.98		
	5216 - TOURNAMENTS PROGRAM			4.98	4.98		
	5500 - LIBRARY-BUDGETED			55.00	55.00		
	5505 - TAXABLE FEES			125.79	125.79		
	9000 - TRANSIT FUND			842.35	842.35		
	9030 - CONSTRUCTION PROJ-MISC			2,909.00	2,909.00		
	9050 - CAPITAL PROJECTS-MISC			30,006.25	30,006.25		
	9055 - FIRE DEPARTMENT CAPITAL			25,525.11	25,525.11		
	9070 - IT CAPITAL FUND			3,008.64	3,008.64		
	9200 - UNALLOCATED			1,359.50	1,359.50		

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

GABE JOHNSON

KEVIN STUNEK

TIFFANY STENGLEIN

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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 0041 - ANDERSON BROTHE:							
MMP PAY REQ 1							
66134	ANDERSON BROTHERS CONSTRU	05/14/2021	06/08/2021	79,443.45	0.00	Paid	Y
	MMP REDEVELOPMENT THRU 5/14/21	pziemer					06/08/2021
	400-9050-45510	CAPITAL - LAND		79,443.45			
	Total for vendor 0041 - ANDERSON BROTHE:			79,443.45	0.00		
Vendor 0603 - BNSF:							
40578071/REMAINDER							
66135	BNSF RAILWAY COMPANY	06/07/2021	06/08/2021	11,881.34	0.00	Paid	Y
	BNSF PARKING LOT LEASE REMAINING BAL	pziemer					06/08/2021
	236-3180-43430	MISCELLANEOUS		11,881.34			
	Total for vendor 0603 - BNSF:			11,881.34	0.00		
Vendor 2684 - BRAINERD PARKS:							
6/10/21							
66230	BRAINERD PARKS & RECREATION	06/10/2021	06/11/2021	200.00	0.00	Paid	Y
	CONCESSIONS CHANGE - BASEBALL TOURNAM	pziemer					06/11/2021
	230-0000-10300	CHANGE FUND		200.00			
	Total for vendor 2684 - BRAINERD PARKS:			200.00	0.00		
Vendor 0133 - CWC RECORDER:							
DEED TAX							
66000	CWC RECORDER	05/27/2021	05/27/2021	515.00	0.00	Paid	Y
	IMP 19-01 BAHF DEED TAX	pziemer					05/27/2021
	401-1901-43430	MISCELLANEOUS		515.00			
	Total for vendor 0133 - CWC RECORDER:			515.00	0.00		
Vendor 0440 - DBA DESTINATION DOWNTOWN BUSINESS :							
2021 DDBC							
65631	BRAINERD RESTORATION	05/06/2021	05/07/2021	15,000.00	0.00	Paid	Y
	2021 DOWNTOWN COORDINATOR - DESTINAT	pziemer					05/07/2021
	295-6510-43434	ECONOMIC INITIATIVES		15,000.00			
	Total for vendor 0440 - DBA DESTINATION DOWNTOWN BUSINESS :			15,000.00	0.00		
Vendor 1381 - DECHANTAL EXCAV:							
PAY REQ 1 -2021-02							
66345	DECHANTAL EXCAVATING LLC	06/11/2021	06/24/2021	320,146.81	0.00	Paid	Y
	IMP 20-06 THRU 6/11/21	pziemer					06/24/2021
	401-9030-45530-20:06	CAPITAL-PYMTS TO CONTRACTS		320,146.81			
	Total for vendor 1381 - DECHANTAL EXCAV:			320,146.81	0.00		

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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 3860 - M & G TRAILER SALES:

70022

66133

M & G TRAILER SALES

06/02/2021

06/07/2021

6,440.00

0.00

Paid

Y

FD - UTV TRAILER 1YGUS1627NB239309

pziemer

06/07/2021

404-9055-45550

CAPITAL - VEHICLES

6,440.00

Total for vendor 3860 - M & G TRAILER SALES:

6,440.00

0.00

Vendor MISC - RAY GILES:

REFUND 2021 NUISANCE

66136

RAY GILES

06/07/2021

06/08/2021

866.36

0.00

Paid

Y

PID 41240998 REFUND NUISANCE ASSESSMENT

pziemer

06/08/2021

101-0000-36101

SPECIAL ASSMT - COUNTY

850.00

101-0000-36102

SPECIAL ASSMT INT - COUNTY

16.36

Total for vendor MISC - RAY GILES:

866.36

0.00

of Invoices: 8 # Due: 0

Totals:

434,492.96

0.00

of Credit Memos: 0 # Due: 0

Totals:

0.00

0.00

Net of Invoices and Credit Memos:

434,492.96

0.00

--- TOTALS BY GL DISTRIBUTION ---

101-0000-36101

SPECIAL ASSMT - COUNTY

850.00

101-0000-36102

SPECIAL ASSMT INT - COUNTY

16.36

230-0000-10300

CHANGE FUND

200.00

236-3180-43430

MISCELLANEOUS

11,881.34

295-6510-43434

ECONOMIC INITIATIVES

15,000.00

400-9050-45510

CAPITAL - LAND

79,443.45

401-1901-43430

MISCELLANEOUS

515.00

401-9030-45530-20:06

CAPITAL-PYMTS TO CONTRACTS

320,146.81

404-9055-45550

CAPITAL - VEHICLES

6,440.00

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
101	- GENERAL FUND			866.36	0.00		
230	- PARK & RECREATION FUND			200.00	0.00		
236	- PARKING LOT FUND			11,881.34	0.00		
295	- EDA FUND			15,000.00	0.00		
400	- CAPITAL PROJECTS FUND			79,443.45	0.00		
401	- CONSTRUCTION FUND			320,661.81	0.00		
404	- FIRE DEPARTMENT CAPITAL			6,440.00	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
0000	-			1,066.36	0.00		
1901	- 19:01 NW 4TH STREET IMPR			515.00	0.00		
3180	- PARKING LOTS EXPENSE			11,881.34	0.00		
6510	- ECONOMIC DEVELOPMENT AUTH			15,000.00	0.00		
9030	- CONSTRUCTION PROJ-MISC			320,146.81	0.00		
9050	- CAPITAL PROJECTS-MISC			79,443.45	0.00		
9055	- FIRE DEPARTMENT CAPITAL			6,440.00	0.00		

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

GABE JOHNSON

KEVIN STUNEK

TIFFANY STENGLEIN

**Brainerd, MN
June 21, 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: Erickson, O'Day, Stunek, Johnson, Stenglein, and Bevans. Member Pritschet was noted as absent. Mayor Badeaux was noted as present.

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

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN, DULY CARRIED, TO APPROVE THE AGENDA WITH THE REMOVAL OF ITEM THREE- RESOLUTION IN SUPPORT OF EIGHT05 HOUSING DEVELOPMENT ON THE PERSONNEL AND FINANCE AGENDA.

MOVED AND SECONDED BY ALDERMEN STUNEK AND JOHNSON TO APPROVE THE CONSENT CALENDAR.

- A. **Approval of Bills and Transfer of Funds- Approved**
- B. **Approval of the Minutes of the Regular Meeting held on June 7th, 2021- Approved**
- C. **Approval of Licenses- Approved**
 - 1. On-Sale & Sunday Liquor License Renewal: The Parlor LLC
 - 2. Beer/Wine Renewal (Contingent on Inspections): JR's No. 19 BBQ
- D. **Department Activity Reports**
 - 1. Police Chief Report
 - 2. Financial Report
- E. **Approval of 2021 Temporary/Seasonal Hires- Approved**
- F. **Temporary On-Sale Liquor License Application- Submitted by Brainerd Jaycee's for an Event to be held on July 31st, 2021, at Memorial Park- Approved**
- G. **Temporary On-Sale Liquor License Application- Submitted by Brainerd Jaycee's for an Event to be held on August 18th, 2021, at Memorial Park- Approved**

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

Presentations

The Chair recognized Mary Reedy, CliftonLarsonAllen, and Finance Director Hillman to present the 2020 Audit Results. Ms. Reedy stated that the results of the audit overall were positive and similar to other years, the results will be submitted by June 30th to the State of Minnesota. Finance Director Hillman provided an overview of City spending for 2020 in comparison to the budget.

MOVED AND SECONDED BY ALDERMEN STUNEK AND STENGLEIN, DULY CARRIED, TO ACCEPT THE AUDIT AS PRESENTED.

Council Committee Reports

Personnel & Finance

Authorize Purchase of Sesquicentennial Dispatch Wrap- Approved

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, DULY CARRIED, TO AUTHORIZE PURCHASE OF THE DISPATCH WRAP, AN ADDITIONAL ASSERTION IN THE ECHOLAND SHOPPER, AND THE PURCHASE OF 1000 LOOSE WRAPS FOR A TOTAL OF \$1,325 TO BE PAID FROM THE SPECIAL PROJECTS BUDGETED LINE ITEM.

Adjustment of Wages for Temporary Employees- Approved

Committee Chair Johnson explained that the increase would be to adjust wages to match for temporary employees doing the same work.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN, DULY CARRIED, TO APPROVE A WAGE ADJUSTMENT FOR ERIC DESMITH \$14 PER HOUR EFFECTIVE JUNE 22ND, 2021.

Committee Chair Johnson discussed the financial impact to increase all of the nonpark seasonal and temporary employees. The impact is estimated to be less than \$10,000 and that the overall 2021 budget should be able to absorb the additional cost.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN, DULY CARRIED, TO APPROVE WAGE ADJUSTMENTS TO \$14 PER HOUR EFFECTIVE JUNE 22ND, 2021, FOR INTERNS AND POLICE DEPARTMENT COMMUNITY SERVICE OFFICERS (CSO).

2022 Debt Levy Review- Informational

Committee Chair Johnson summarized the assumptions used to calculate the debt levy which should show a decrease in 2022 to \$831,175. This is the lowest debt levy in fifteen years.

Safety and Public Works

Resolution- Authorizing an Agreement with the State of Minnesota to Provide Public Transportation Services in the Year 2022- Approved

Committee Chair O'Day explained the State of Minnesota pays 80% of capital costs and 85% of operating costs of the City's transit system. This agreement explains the terms of the contract with the State to provide the funding. Of the remaining 15% of operating costs, the City pays 46% of the cost.

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON TO ADOPT RESOLUTION 34:21 AGREEMENT WITH THE STATE OF MINNESOTA TO PROVIDE

TRANSIT IN 2022 AND ALLOW PROPER SIGNATURES ON THE GRANT AGREEMENT WITH THE STATE OF MINNESOTA.

RESOLUTION 34:21

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

**Consider Brainerd and Crow Wing County Public Transit Office Lease for 2022-
Approved**

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE BRAINERD AND CROW WING COUNTY PUBLIC TRANSIT OFFICE LEASE FOR 2022.

Consider Productive Alternatives 3rd Party Agreement Extension for July 1-July 31- Approved

Committee Chair O'Day stated that this is an extension in order to get the new company in place.

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, TO APPROVE AGREEMENT WITH PRODUCTIVE ALTERNATIVES, 3RD PARTY CONTRACT EXTENSION JULY 1- JULY 31 AT THE SAME MONTHLY UNIT PRICES AS SUBMITTED IN THE ORIGINAL CONTRACT.

Consider Brainerd and Crow Wing County Public Transit 3rd Party Contractor Proposal- Approved

Committee Chair O'Day explained that this was where most of the committee's discussion took place. The evaluation of proposals in Committee determined that the proposal chosen was a higher bid, but of better quality. He wanted to bring the recommendation to the council to encourage discussion.

Member Erickson, liaison for the Transportation Advisory Committee (TAC), spoke in favor of the recommendation from the committee after his examination of the proposals and the superiority of the proposal chosen. He explained the contract is for professional services, so the contract does not have to be issued to the lowest bidder. He also discussed local procurement versus the professional services that a different company can provide.

Member Johnson questioned the quote from Blue Earth Blue Sky (Jefferson Lines) due to the proposal cost being significantly higher than the Brainerd Bus Lines proposal.

The Chair recognized Andy Stone, Transportation Coordinator, to address reasons for the cost increase. Mr. Stone provided that Jefferson Lines proposal included higher wages for drivers, dispatchers, and they would be hiring an onsite manager that the Minnesota Agreement requires but has never been satisfied in the past.

The Chair recognized City Engineer/Interim Public Works Director Sandy, who also discussed reasons for the Jefferson Lines proposal being significantly higher. Jefferson Lines'

proposal included Commercial Automobile Liability Insurance, which is a requirement of the agreement within the requests for proposals. This is a line item that the other companies have not been providing that Jefferson Lines included in their proposal. He also reiterated that Jefferson Lines intends to hire a full-time manager, which is also a requirement of the request document. Mr. Sandy stated that the increase in operating costs that the city would be responsible for is 46% of the 15% operating cost the State does not pay, which equates to an increase of about \$33,000 yearly. Further, that the first year will be covered by the American Cares Act dollars which will allow the committee time to consider acceptable adjustments.

Council discussion took place.

Following discussion, the Chair called for a roll call vote.

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON TO APPROVE THE AWARD OF THE 3RD PARTY OPERATION CONTRACT FOR BRAINERD AND CROW WING PUBLIC TRANSIT TO BLUE EARTH BLUE SKY (JEFFERSON LINES) PER THE TRANSPORTATION ADVISORY COMMITTEE'S RECOMMENDATION.

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

Consider Event/Parking Lot Closure Application- Concert for Kids- Approved

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE THE EVENT/ PARKING LOT CLOSURE APPLICATION FOR THE CONCERT FOR KIDS.

Review Event/Street Closure Application- Here for Good Market- Approved

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE THE EVENT FOR THE REST OF THE SEASON AS SCHEDULED.

Consider State Park Grant Application Proposal from Widseth- Approved

Committee Chair O'Day forwarded this grant opportunity to staff. The State Park Road Account assists Cities, Townships, and Counties with improving local public roadway access to public boat launches and water accesses and state parks, trails, and campgrounds. Staff proposed that Lum Park road would be a great project to consider applying for the funding through this program to enhance the road surface, provide some aesthetic treatments at the entrance to the park, and get a majority of the project costs funded for a street that is already in need of some attention.

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, DULY CARRIED, TO AUTHORIZE THE PROPOSAL AND ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH WIDSETH FOR THE STATE PARK ROAD APPLICATION FOR LUM PARK ROAD IN THE TOTAL AMOUNT OF \$2,300.

Consider Quotes for Improvement 21-03 -2021 Large Patch Project- Approved

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, DULY CARRIED, TO AUTHORIZE THE QUOTE WITH KNIFE RIVER IN THE TOTAL AMOUNT OF \$48,938 FOR IMPROVEMENT 20-03- 2021 LARGE PATCH PROJECT.

Consider Modification to Scope of Services for 2021 Gully Erosion Study with HRGreen- Approved

Committee Chair O'Day stated that between Carol Lane and Ridge Drive on the North end of Buffalo Hills there is a gully on a culvert that has become thirty to forty feet deep and wide.

The Chair recognized City Engineer/Interim Public Works Director Sandy to explain how the gully has become so expansive. Also, that the reason it was addressed when the road was being reconstructed is because the gully is the result of run off from many jurisdictions. The study done by HRGreen will also help determine what entity would be responsible for its repair.

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, DULY CARRIED, TO AUTHORIZE TO ENTER INTO PROFESSIONAL SERVICES AGREEMENTS WITH HRGREEN FOR THE BUFFALO HILLS GULLY STABILIZATION PROJECT AND AUTHORIZING THE AMENDMENT TO THE MS4 PROGRAM UPDATE WITH HRGREEN.

Unfinished Business

Final Reading- Proposed Ordinance 1516- Ordinance Amending the Brainerd City Charter- Adopted

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, DULY CARRIED, TO HOLD AND DISPENSE WITH THE FINAL READING OF THE PROPOSED ORDINANCE NO. 1516 AMENDING THE BRAINERD CITY CHARTER AS PRESENTED.

Attorney Langel stated after the completion of new business that a public hearing for Ordinance 1516 should have been held as stated in the newspaper.

The Chair opened the public hearing at 8:47 p.m.

No one came forward.

The Chair closed the public hearing at 8:48 p.m.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND ERICKSON TO ADOPT ORDINANCE NO. 1516 AMENDING THE BRAINERD CITY CHARTER AS PRESENTED.

ORDINANCE NO. 1516

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

Final Reading- Proposed Ordinance 1517- Amending Section 515-66: Transient Food Unit Overlay District- Adopted

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, DULY CARRIED, TO HOLD AND DISPENSE WITH THE FINAL READING OF THE PROPOSED ORDINANCE NO. 1517 AMENDING SECTION 515-66: TRANSIENT FOOD UNIT OVERLAY DISTRICT AS PRESENTED.

MOVED AND SECONDED BY ALDERMEN ERICKSON AND JOHNSON TO ADOPT ORDINANCE NO. 1517 AMENDING SECTION 515-66 TRANSIENT FOOD UNIT OVERLAY DISTRICT AS PRESENTED.

ORDINANCE NO. 1517

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

Final Reading- Proposed Ordinance 1518- Ordinance Amending Ordinance 812- Pertaining to the Zoning in the City of Brainerd- Adopted

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, DULY CARRIED, TO HOLD AND DISPENSE WITH THE FINAL READING OF THE PROPOSED ORDINANCE NO. 1518 AMENDING ORDINANCE 812- PERTAINING TO THE ZONING IN THE CITY OF BRAINERD AS PRESENTED.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STENGLEIN TO ADOPT ORDINANCE NO. 1518 AMENDING ORDINANCE 812- PERTAINING TO THE ZONING IN THE CITY OF BRAINERD AS PRESENTED.

ORDINANCE NO. 1518

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

Call for Applicants- Informational

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

Consider Ad Hoc Committee Procedure- Approved

Administrator Bergman developed a procedure for ad hoc committees based on research on other cities and from recommendations from council members. The document was reviewed by Attorney Langel. Administrator Bergman recommends bringing back our current ad hoc committees- Water Tower, Walkable Bikeable, and Parking- by resolution at future Council meetings. All chairs of current ad hoc committees were in favor of having direction given by the Council.

MOVED AND SECONDED BY ALDERMEN O'DAY AND JOHNSON, DULY CARRIED, TO ADOPT AD HOC COMMITTEE PROCEDURE.

Set Council Workshop for Monday, July 12th, 2021, at 6:00 PM- Approved

Council discussion took place.

MOVED AND SECONDED BY ALDERMEN STUNEK AND JOHNSON, DULY CARRIED, TO SET THE COUNCIL WORKSHOP FOR MONDAY, JULY 12TH, AT 6:00 PM.

Public Forum

The Chair opened the public forum at 8:49 p.m.

The Chair recognized Justin Grecula, 1624 8th Ave NE, to bring attention reducing the width of the residential roads for reasons of safety and speed on residential roads.

The Chair closed the public forum at 8:51 p.m.

Staff Reports

Community Development Director Chanski stated that the Planning Commission is holding a workshop on June 23rd at 6:30 p.m. at the Fire Department Training room.

City Engineer/Interim Public Works Director Sandy stated that the Park Board will be holding a budget workshop on July 6th. Northwest 4th street is on track to be paved. With the impending State shutdown, the signals may not be completed on time.

Finance Director Hillman thanked staff for helping with the audit.

During Police Chief Bestul's report, Chair Bevans read a letter from a citizen thanking the Police Department for their assistance with a traffic accident.

Mayors Report

Mayor Badeaux agreed with narrowing roads. Commented on the Here for Good Market, sharing that he is happy to see the activity going on downtown and creative use of space. He also announced that Arts in the Park is Sunday, June 27th.

Council Member Reports

Member Erickson gave a brief update on sober homes as discussed at the Planning Commission on June 16th. The commission has put together findings of fact and a list of questions for Attorney Langel and staff so that a recommendation can be brought back to Council at a future meeting. A moratorium on sober homes was also brought up during the meeting but was declined by the commission.

Member O'Day commented on the Here for Good Market, and his recent trip to another city, in hopes that our market can continue to grow.

Member Bevans stated he was thrilled to have Arts in the Park return, it is a great event to attend.

Member Johnson thanked the citizen for coming forward about street widths. Confidence Learning Center had their annual Fishing and Golf Classic, he along with Public Utilities Commission Chair Johnson won 3rd place in the walleye category. Thanked Public Utilities for hanging the banners.

Member Stenglein reported that the sesquicentennial banners have been on sale and about two dozen have already been purchased. Administrator Bergman and Member Stenglein were on Community Focus on WJJY to give a teaser for the 150th Anniversary Events and call for partners. She is excited to have a marching band for the 4th of July Parade.

Adjourn To Closed Session With The Brainerd Public Utilities Commission Pursuant to Minn. State Statute. Sec 13D, Subd.3(B) To Discuss Threatened Litigation AMJET Turbine Systems, LLC. - 9:02 p.m.

MOVED AND SECONDED BY ALDERMEN JOHNSON AND STUNEK, DULY CARRIED, TO ADJOURN TO THE CLOSED SESSION WITH THE BRAINERD PUBLIC UTILITIES COMMISSION PURSUANT TO MINN. STATE STATUTE SEC 13D, SUBD.3B TO DISCUSS THREATENED LITIGATION- AMJET SYSTEMS, LLC.

Re-opened 9:18 p.m. information only.

Adjourned at 9:19 p.m.

Contractor List

06/30/2021

Contractor Name	Address	Local License #	Licensee Type
LAKE SHORE HEATING AND COOLING LLC	7908 COUNTY 78	2021-0063	Mechanical
PHILLIP HESS	(218) 656 0177		

Totals: 1

Population: All Records
Licensee.LocalLicenseNumber Starts With 2 AND
Licensee.DateRegistered Between 6/18/2021 12:00:00 AM AND 6/30/2021 12:00:00 AM



Brainerd Fire Department Monthly Report

June 2021

ACTIVITIES AND PUBLIC EDUCATION

Boy what a difference a year makes! We are steadily getting back to our new normal. We have been so excited to get back to more firefighter training and several more public education events.

Our call volume continues to be very high. We are 39% ahead of 2020 and June is 52% higher than last June. Our firefighters are doing a great job and are all very dedicated to the department and the community. We were very thankful for the rain at the end of the month to help lower the wildland fire danger, but conditions are still dangerously dry.

Fire extinguisher training was presented to employees of Culvers Restaurant.



We had an awesome “Fire Family” Night at the Northland Arboretum. The picnic night was focused on family and was through a Resiliency Program from Crow Wing Energize. Everyone was excited to get back together as a “fire family.” We had our highest even number of families that attended. A very special thank you to Crow Wing Energize for bringing this program to the fire department.

Chief Holmes and CWC Emergency Manager John Bowen presented at the 2021 Community Impact Funding through Sourcewell for Enhancements to the Crow Wing County UAS (Unmanned Aircraft Systems) Program. The program was awarded \$88,000. The money will be used to purchase several new pieces of equipment and software used to track flights, training records, and aircraft usage. The fire department has 3 members on the CWC UAS Team.



FM/DC Cox has been busy with inspections for licensing and other building projects. He has been involved in several new project meetings for upcoming projects.

TRAINING AND STAFF DEVELOPMENT

We had some very good thermal imaging camera training this month and everyone is happy to be back at it. Thermal imaging cameras are a very important piece of firefighting equipment. They are used for locating victims, locating the seat of a fire, and for firefighter safety. This training focused on using the cameras for directing firefighting crews and overall operations on the camera.



We also had training on Electric and Alternative Fuel Vehicles. Firefighter Praska completed all his firefighter training and certifications.



Brainerd Fire Department Monthly Report

June 2021

INSPECTIONS

Commercial Kitchen Exhaust Cleaning	14
Fire Alarm	17
Fire Pump	3
Hood Suppression	18
Knox Box	2
License Inspection	9
Safety Inspection	2
Special Suppression	2
Sprinkler System	29

BRAINERD FIRE COVERAGE AREA INCIDENT REPORT

Type of NFIRS Incident (National Fire Incident Reporting System)	Coverage Area Total Incidents (Includes City of Brainerd)
Fire	13
Rescue & Emergency Medical Service	6
Hazardous Condition	3
Service Calls	7
Good Intent Call	14
Alarm Activation	10
Severe Weather	0
TOTAL	53

Type of NFIRS Incident (National Fire Incident Reporting System)	City of Brainerd Total Incidents
Fire	4
Rescue & Emergency Medical Service	2
Hazardous Condition	3
Service Calls	4
Good Intent Call	9
Alarm Activation	5
Severe Weather	0
TOTAL	27

The logo for LAKES Media Collaborative features the word "LAKES" in a large, bold, sans-serif font. Below it, the words "Media Collaborative" are written in a smaller, regular, sans-serif font. The text is centered within a white rectangular area that has a subtle, light blue circular gradient behind it. The entire logo is set against a background of a blue sky with white clouds.

LAKES

Media Collaborative

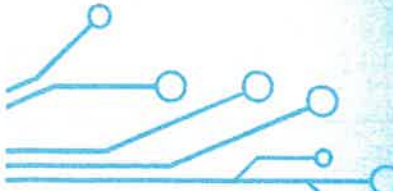
LAKES MEDIA COLLABORATIVE

PRESENTATION

FOR

BRAINERD CITY COUNCIL

JULY 6, 2021



LAKES

Media Collaborative

Public Access Community Television has been an important tool in many communities throughout our country. Our federal government established laws that may require cable TV providers to offer at least one “PEG” channel in areas where they offer cable TV services. PEG is an acronym for Public Access, Education, and Government related programming.

LAKES

Media Collaborative

Cable Communications Policy Act of 1984

- Pursuant to Section 611 of the Communications Act, local franchising authorities may require cable operators to set aside channels for public, educational, or governmental ("PEG") use.
 - Public access channels are available for use by the general public. They are usually administered either by the cable operator or by a third party designated by the franchising authority.
 - Educational access channels are used by educational institutions for educational programming. Time on these channels is typically allocated among local schools, colleges and universities by either the franchising authority or the cable operator.
 - Governmental access channels are used for programming by local governments. In most jurisdictions, the local governments directly controls these channels.

LAKES

Media Collaborative

LAKES Media Collaborative was formed in 2005

- **Charter ended their role of actively managing PEG channels nationally**
- **Charter area manager approached ISD 181 to take over operating PEG channels. It was determined that a non-profit would be the best option to do this**
- **Another Cable operator (CTC) was requesting a franchise to begin offering services**



LAKES

Media Collaborative

Lakes Media Collaborative is a 501 c3 non-profit collaborative in the Brainerd Lakes Area that has coordinated public access television along with other media communications formats in the lakes area. LAKES is an acronym for Lakes Area Keeping Education Strong and our primary focus is to further the educational opportunities for viewers and production staff of all ages.



Charter and CTC pay 5% of cable television revenues to the city of Brainerd as franchise fees



City of Brainerd gives 2 1/2 % of the franchise fees to LAKES Media Collaborative

LAKES Media Collaborative operates local access channels, including producing programming for these channels. These channels are provided to Charter and CTC.



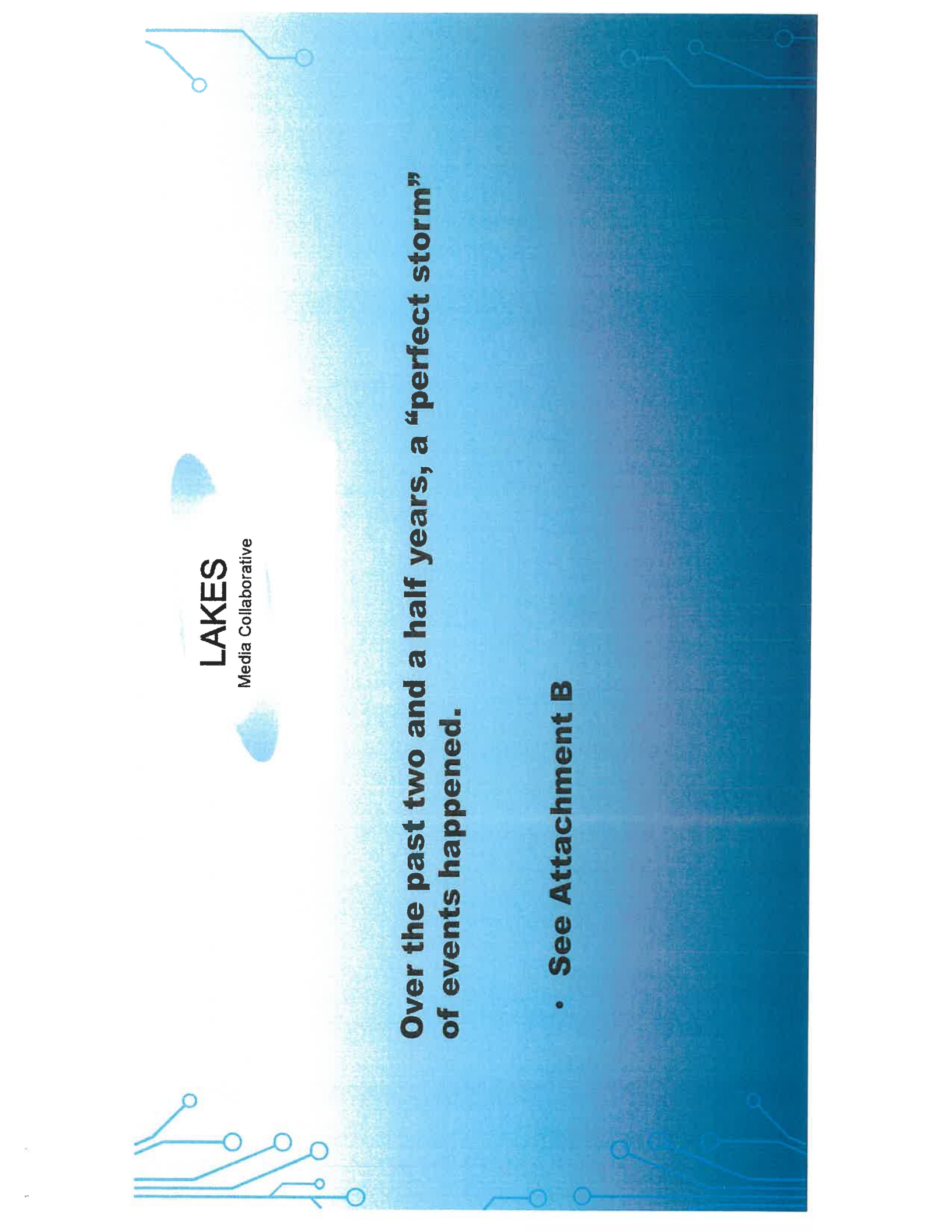


LAKES

Media Collaborative

Over the past 15 years, LAKES Media Collaborative has provided hundreds of hours of programming for the Brainerd lakes area

- **See Attachment A**



LAKES

Media Collaborative

Over the past two and a half years, a “perfect storm” of events happened.

• See Attachment B



LAKES

Media Collaborative

In 2021, Lakes Media Collaborative is re-energized and committed to continue forward .

Our goal is to carry out our mission statement:

“Develop a Lakes Area collaborative to produce quality TV and media programs that provide educational opportunities to community members of all ages.”



LAKES

Media Collaborative

Attachment A

Government - In Action

Brainerd City Council Mtgs
Brainerd City-Personnel and Finance Committee
Brainerd City-Planning and Zoning Commission
Brainerd City-Safety and Public Works Committee
Brainerd City Parks and Recreation Committee
Breezy Point City Council
Crow Wing County Board
ISD181 School Board Mtgs
ISD181 Facilities Committee
ISD181 Finance Committee
ISD181 Legislative Committee
ISD181 Long Range Planning Committee
ISD181 Curriculum Committee
Pequot Lakes School Board

**MN Legislature Coverage (8am-5pm - Mon-Fri - Jan-May when in session)

Faith Community

Trinity Lutheran Church
Christ Lutheran Church
New Beginnings Bible Church
Lutheran Church of the Cross
Oak Street Bible Chapel
First Lutheran Church
Immanuel Lutheran Church
Bethlehem Lutheran Church
BAY Ministries
Faith Community News
Adventures in Christianity

News and Public Affairs

Community Corner (weekly)
Splash (weekly)
Rosenmeier Forums
Four Winds
CLC Update

Educational/ Entertainment/ Informational

A Spotlight on Literacy
Baxter School, Various Programs
Riverside School, Various Programs
Garfield School, Various Programs
Harrison School, Various Programs
Niswaga School, Various Programs
Lowell School, Various Programs
St Francis School Various Programs
Forestview Middle School, various programs
BHS Registration Information
BHS Veteran's Day Program
BHS Warrior Update
Celebrating Dreams Concert
Miss Niswaga Scholarship Pageant
Miss Brainerd Scholarship Pageant
Potpourri (Short informational/educational segments)**

Health and Public Safety

Health Matters (Crow Wing County Public Health)
Heartbeat - St. Josephs Medical Center
Market Fresh Cooking
Teen Driving Safety Seminar
Tick Borne Diseases
MN ICE Conference
Fire Safety Week

Community Celebration

BHS Talent Show
BHS Baccalaureate Ceremony
BHS Coronation Ceremony
BHS Graduation Ceremony
BHS Hall of Fame
BHS Senior Recognition
BHS Homecoming Parade
CLC Graduation Ceremony
BHS All Sports Banquet
Community Homecoming Coverage
Brainerd Jaycees Ice Fishing Extravaganza

Athletics Activities

BHS Basketball
BHS Football
BHS Volleyball
BHS Wrestling
BJS Soccer
CLC Football
Sports Boosters

Government - Informational

Brainerd City Future Planning Proposal
Brainerd Mississippi Riverfront
Brainerd Walkable/Bikeable
Brainerd Mayor's Report
181 Insights
181 Intouch
County Line
Eggs and Issues
Focus on Government
Voting Machine Instruction
Updates from the Capital - Democrats
Updates from the Capital - Senate Republicans
Pequot Lakes Highway 371 Route meeting



Attachment A

Fine Arts Activities

Minnesota Orchestra
Legacy Chorale
Heartland Symphony
BHS Fine Arts Banquet
BHS Band
BHS Choir
BHS Orchestra
BHS Music Showcase

Government - Election

School Board Candidate Forums
Live Results on Election Night
Gubernatorial Debate-MN Chamber
Candid Conversations with Candidates
League of Women Voters Forums
Governors State of the State Speech

Senior/Volunteer Community

Senior Moments
Volunteer Connections
Medicare Part D Information

Business Community

Bridges Academy Career Expo
BLADC Regional Planning
BLADC Annual Meeting
Brainerd Chamber of Commerce events

Environmental Community

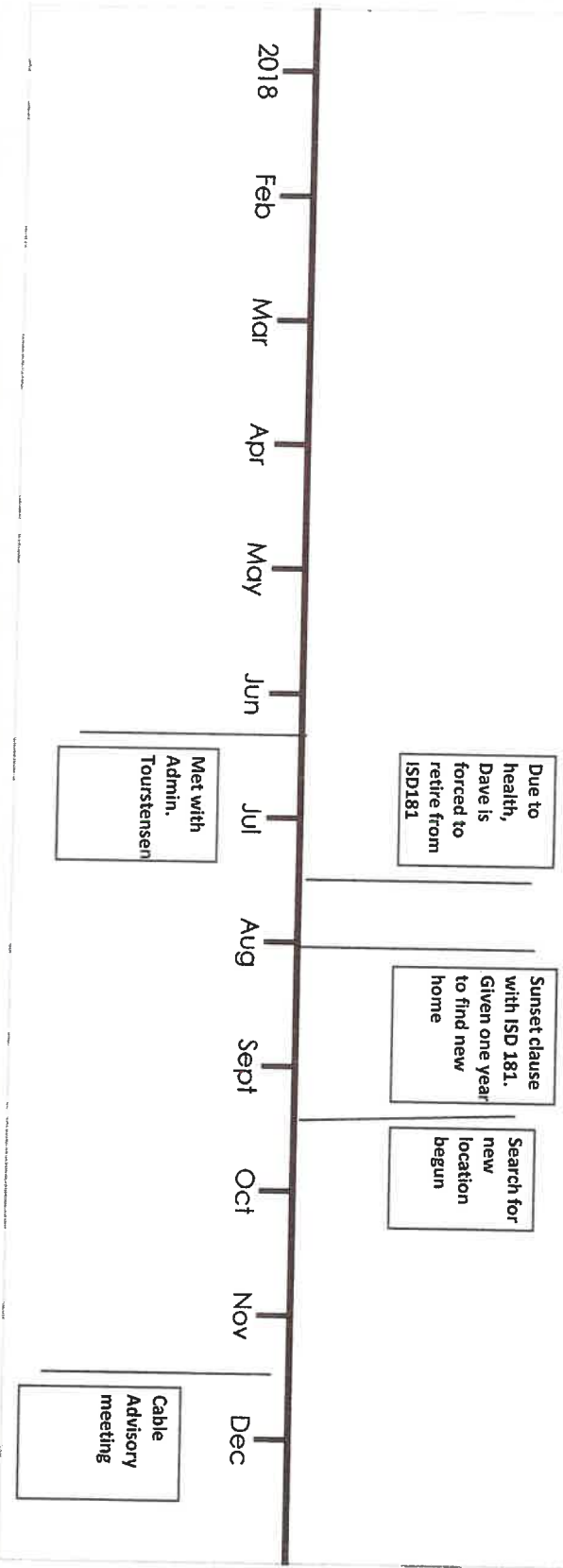
Arboretum Mtgs and Programs
DNR Environmental Forums
Region 5 Build Smart Conference

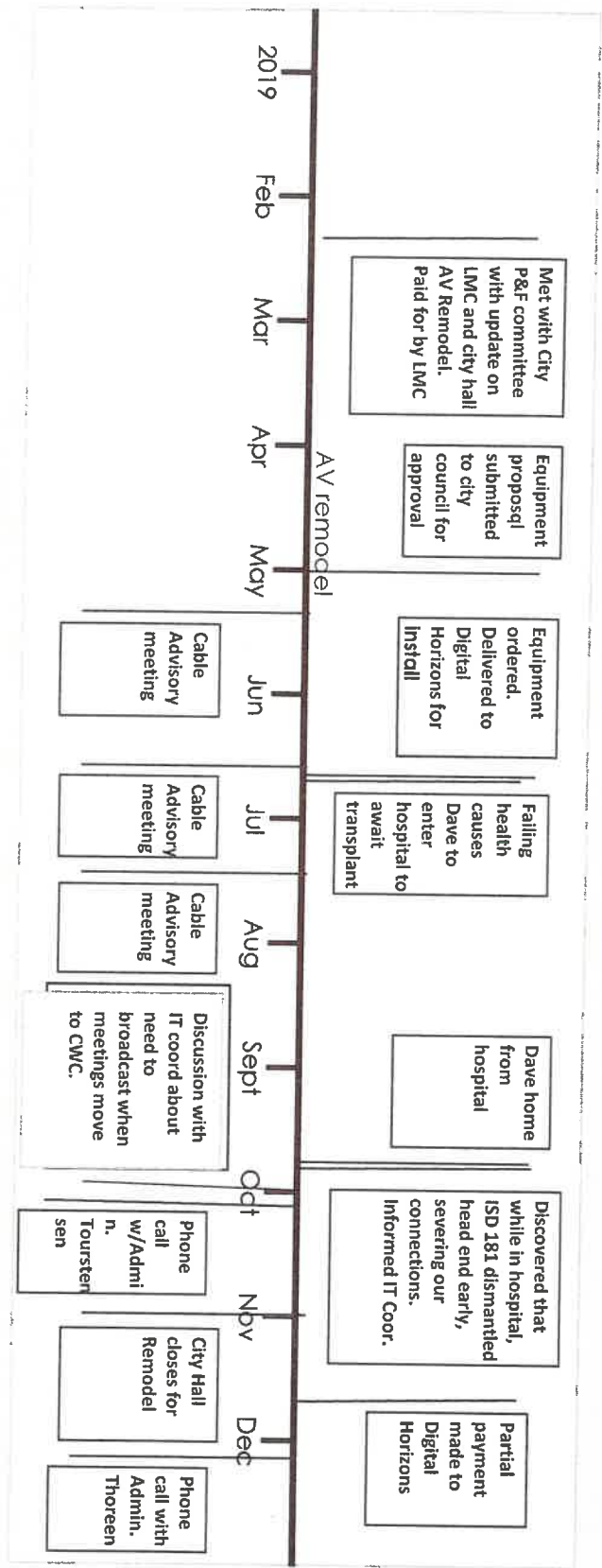
**** Short Informational Educational Programs included in our Potpourri programs.**

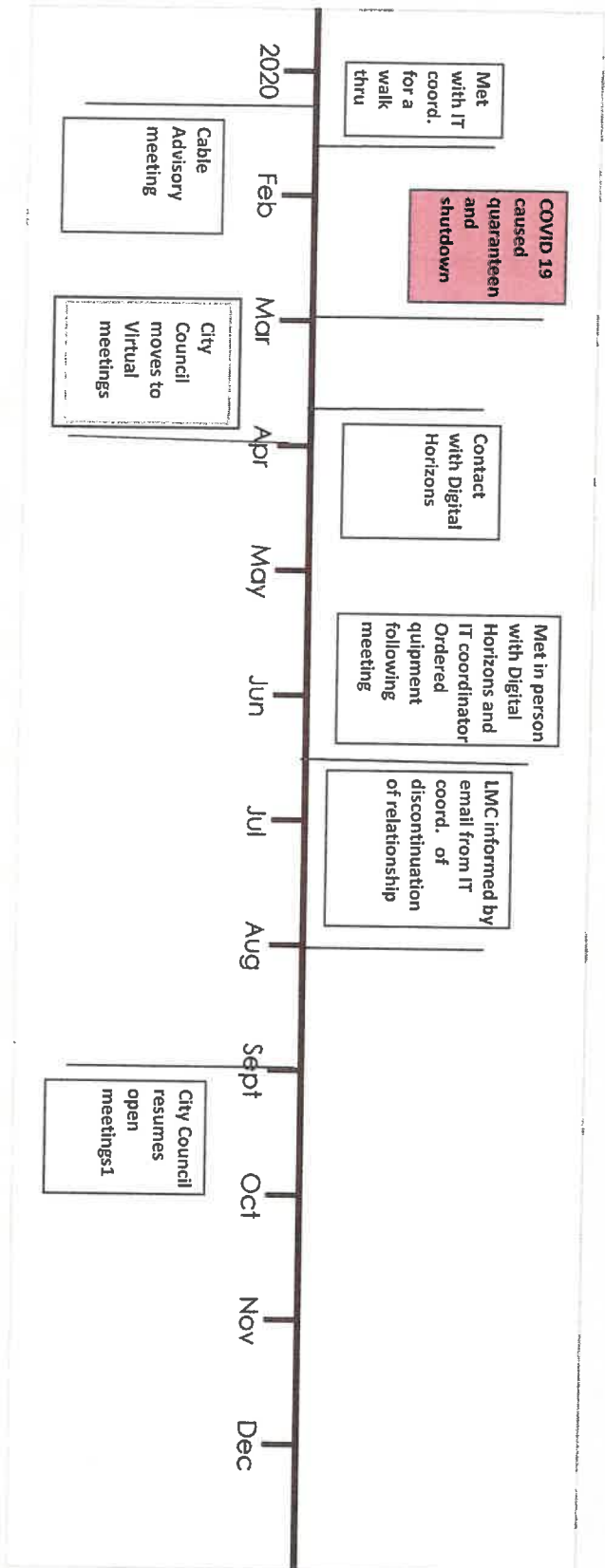
Brainerd Tourism Promotional Video
Roundabouts in MN
MN Teen Challenge
Calling 911
Radon in your Home
Child Seat Belt Safety
Compact Fluorescent Bulbs
Substance Abuse
Food Grown Locally
Underage Drinking
Heat-Share
United Way
Kinship Partners

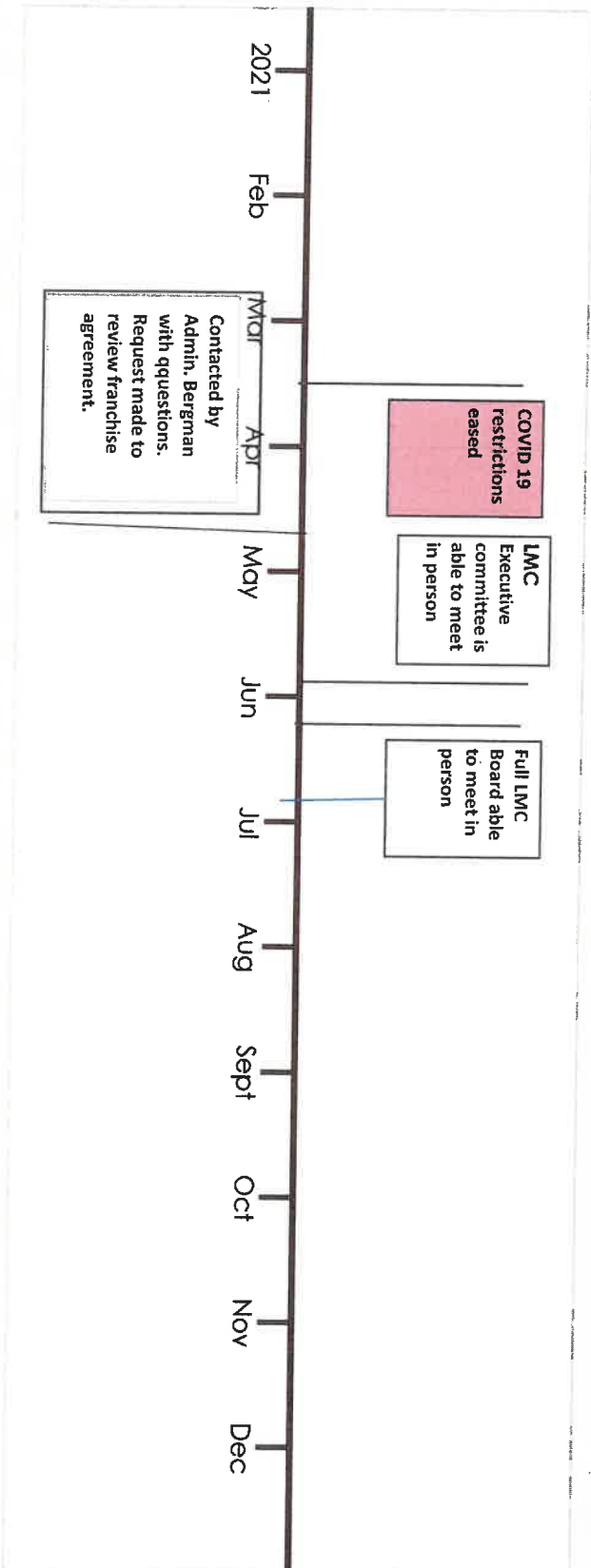
Timeline

Attachment B









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

July 6, 2021

7:15 P.M.

WebEx Teleconference Call-In Information

Call Toll-Free: 1-844-992-4726

Access Code: 146 105 7141

1. Adopt Resolution- 2022 Capital Transit Bus Purchase
2. Event/Alley Closure Application- Shep's on 6th- Elbow Convention



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

PUBLIC TRANSIT (5311, ETC.)

2020-21 VEHICLE ORDER FORM

MnDOT COOPERATIVE PROCUREMENT FOR SMALL/MID-SIZED & MEDIUM DUTY ACCESSIBLE BUSES

(This form to be used ONLY for vehicles funded through MnDOT's Office of Transit)

MnDOT Recipient Contract Number: 1036092
Contract Maximum Amount: \$ 92,000.00
SUN Number: _____

Quantity: 1
(For identical vehicle orders only)

(Office Use) UPIN Number: _____
(Office Use)

Legal Name: City of Brainerd
Address: 501 Laurel Street
City, State, Zip: Brainerd, MN 56401
Contact Name: Andy Stone

Phone Number: 218-454-3413
Fax Number: 218-828-6172
Email Address: astone@ci.brainerd.mn.us

Vendor Name: North Central Bus & Equipment, Inc.
Vendor Contact: Bryan Techel / 952-270-9328
Bus Manufacturer: Elkhart Coach
Model & Gas/Diesel: ECII Gas

Bus GVRW: 14,500
Chassis Manufacturer: Ford
Chassis Wheelbase: 190"
Vehicle Length: 313"

***Final Build: 20 Passengers + 2 Wheelchairs**

Vehicle Spec. # 10. 07 12 # of Passenger Seats 2 # of WC Positions

Lift Manufacturer & Model: Braun Century-2 34" x 54", 1000# Front xxx Rear

Inspection Site/Location: NCBE ~ Saint Cloud Recipient's Ford/GM Fleet #: _____
(Not required by MnDOT)

ALL ORDERS MUST INCLUDE A FLOOR PLAN THAT MATCHES THE ORDER

BASE PRICE (includes freight - manufacturer to vendor & all rebates)	\$ 72258.00
TOTAL OPTIONS (from page 2)	\$ 8668.00
TOTAL OPTIONS (from page 3)	\$ 9837.00
DELIVERY CHARGE (vendor to recipient - if bus is delivered I lieu of being picked up)	\$ 160.00
LICENSE & TRANSFER FEES (estimated - actual will be shown later on bus invoice)	\$ 150.00
EXTENDED WARRANTIES	\$ 0.00
EXCISE TAX (if applicable)	\$ 0.00
QUANTITY DISCOUNT (if applicable)	\$ 0.00
VEHICLE TOTAL	\$ 91,073.00

Completed by Office of Transit & Active Transportation

Vehicle Total or Contract Max \$ _____ MnDOT Share \$ _____
(whichever is less) _____ Recipient Share \$ _____

Recipient Signature: _____
(Required)

Date: 6-29-2021
(Required)

Vendor Signature: _____
(Not required)

Date: 5/24/2021

MnDOT APPROVAL

Procurement Coordinator Signature: _____

Date: _____

PUBLIC TRANSIT (5311, ETC.) Options

(Attach to Vehicle Order Form)

OPTIONS: Select from vehicle specifications optional equipment list.

<u>Option #</u>	<u>Description</u>	
10	Extend Wheelbase from 176" to 190" To Accommodate Floorplan	\$ 348.00
14B	Extend Valve Stems on Rear Inner Dual Wheels	\$ 85.00
25C	Reflectorize Rear Perimeter of Bus	\$ 169.00
26A	Single Color Double Stripe Graphics Package ~ To Be Done Locally	\$ 1,234.00
33A	Delete STD Flat Floor and Replace with STD Floor	\$ -337.00
33C	Upgrade to Altro Non-Slip Flooring. Color To Be: Capri	\$ 550.00
33E	Aluminum Underbelly	\$ 241.00
33G	Coved Altro Flooring Up Sidewalls to Bottom of Seat Track	\$ 53.00
39Ab	Rear Romeo Rim Help Bumper	\$ 617.00
40B	NEW Elkhart Coach Standard Back Up Camera w/Display in Rearview Mirror	\$ Standard
41	Antenna Ground Plane ~ 18"	\$ 51.00
44	Power Passenger Entrance Door	\$ Standard
44B	NEW Easy Access Panel Above Entrance Door	\$ Standard
44C	Exterior Key Entry	\$ 69.00
49E	Ford OEM Driver's Seat with Manual Adjusting OEM Pedestal and OEM Cloth	\$ 300.00
51Ba	Add Double Notchback Foldaway Passengers Seats (Qty: 4 @ \$848.00 each)	\$ 3,392.00
53B	Vertical Stitching on All Passengers Seats (Qty: 20 @ \$16.00 each)	\$ 320.00
53C	Upgrade Passengers Seats to Level 4 Seat Material (Qty: 20 @ \$43.00 each)	\$ 860.00
*	Seat Material Choice Code: #6113004 Morbern Wave Blue	\$ -
54	NEW Seat Belt Extenders for Passengers Seats (Two Are Standard This Year)	\$ Standard
		\$
58A	NEW Braun Century-2 Lift w/ 34" x 54" Platform, 1000# Capacity	\$ Standard
*	NEW Q'Straint QRT360 Slide n Click Securements (Cannot Downgrade This Year)	\$ Standard
66	TDSS Storage Systems for Securements (Qty: 2 @ \$91.00 each)	\$ 182.00
67	Add'l L-Track ~ Horizontal @ WC Positions (Qty: 24" @ \$3.00 per inch)	\$ 72.00
77B	Upper Plexiglass Panel Behind Driver's Seat(Qty 2 @ \$84 each)(1 more on W/C lift Stanchio	\$ 168.00
78C	Yellow Powder Coated Yellow Ceiling Grab Rail	\$ 80.00
78F	Yellow Powder Coated Entrance Grab Rails (Qty: 2 @ \$107.00 each)	\$ 214.00
TOTAL (Place total amount in space on vehicle order form)		\$ 8,668.00

PUBLIC TRANSIT (5311, ETC.) Options

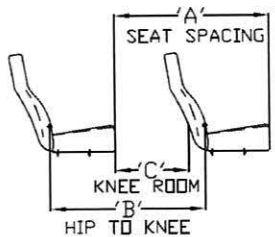
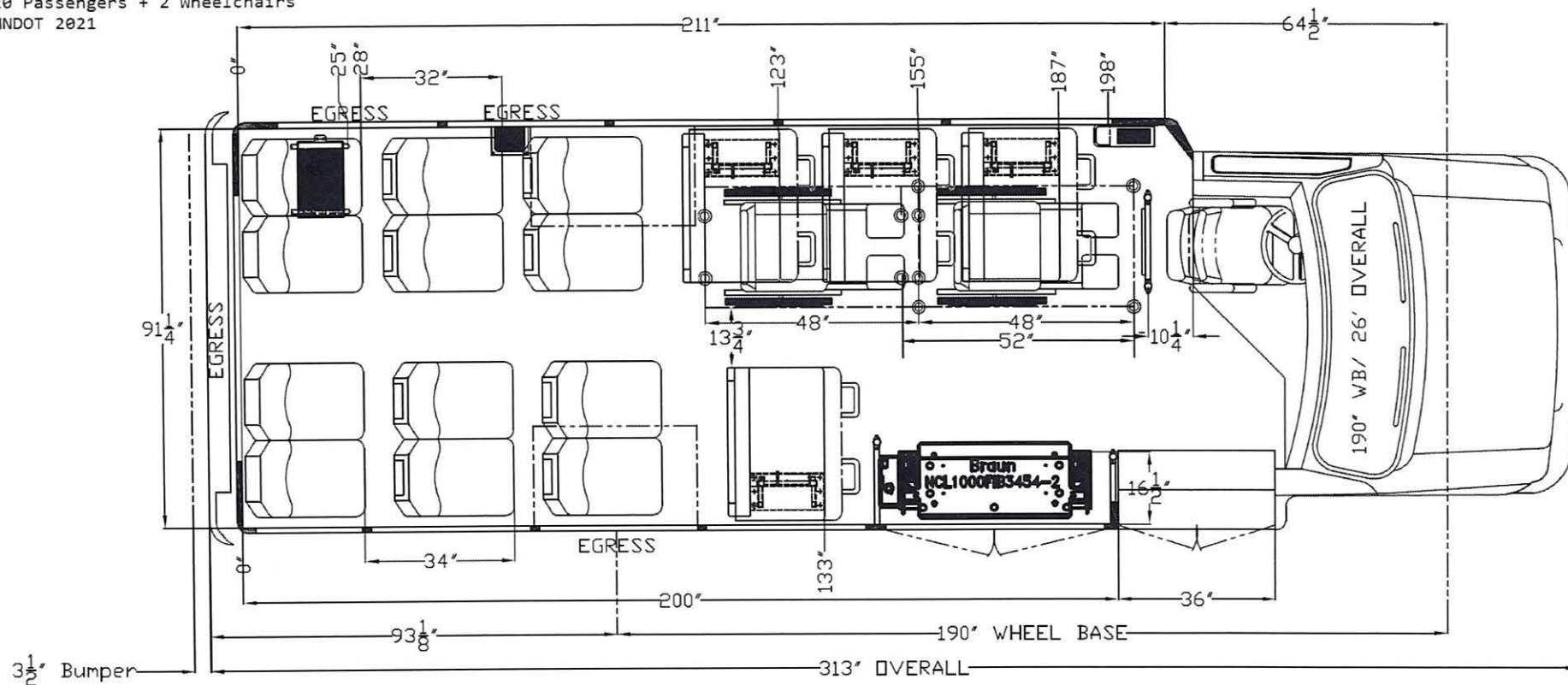
(Attach to Vehicle Order Form)

OPTIONS: Select from vehicle specifications optional equipment list.

<u>Option #</u>	<u>Description</u>	
78R	Add Grab Handles on Wall Side Seats (Qty: 8 @ \$32.00 each)	\$ 256.00
78S	Upgrade Grab Handles on Seat Backs to Be Yellow (Qty: 16 @ \$42.00 each)	\$ 672.00
79A	Stanchion, Crossrail, and Modesty Panel Behind Lift Before First Row of Seats	\$ 159.00
80A	Upgrade to Roof Mounted Air Conditioning ILO Skirt Mounted	\$ 1,121.00
80E	Flush Style Rear Evaporator	\$ 257.00
82A	Add 35,000 BTU Heater in Passenger Cabin Area (One 65,000 Heater is Standard)	\$ 193.00
82H	Protective Cage Around 35,000 BTU Heater	\$ 353.00
86A	Additional 4" Red LED Exterior Lights (Qty: 2 @ \$32.00 each)	\$ 64.00
86A	Additional 4" Amber LED Exterior Lights (Qty: 2 @ \$32.00 each) <i>*Per Elkhart, No Charge For Amber Instead of Red For Repeat Customer Orders</i>	\$ 64.00
92	Single Overhead Oversized Storage Compartment	\$ Standard
103	NEW Ford OEM AM/FM/BT Radio with Speakers Throughout Bus	\$ Standard
110C	"As-Built" Customized Wiring Diagrams for Body	\$ 318.00
112C	Combined Heated and Remote Control Exterior Mirrors	\$ 466.00
114C	Solid Pane Windows ILO Top T-Sliders in Passenger Area	\$ No Charge
117B	Heavy Duty Electric Stepwell Heater	\$ 71.00
119C	Gray Carpet Covering Entire Ceiling in Passenger Cabin Area	\$ -100.00
128A	Angeltrax 4-Camera System	\$ 2,653.00
128Ab	Add Extra 500GB Solid State Hard Drive	\$ 260.00
138C	Diamond XV Farebox with Vault and Pole	\$ 2,330.00
138Ca	Additional Vault for Farebox	\$ 700.00
		\$
		\$
		\$
		\$
*	DVR Mounted in Center against forward vertical Plywood in Storage Cap	\$
*	Ground Plane and Pre-Wire to Terminate in Electrical Compartment	\$
*	Hold Open Device for Overhead Door	\$
*	Anti-Seize Spark Plugs	\$
TOTAL (Place total amount in space on vehicle order form)		\$ 9,837.00

City of Brainerd
20 Passengers + 2 Wheelchairs
MNDOT 2021

REV	DATE	BY	DESCRIPTION	REV	DATE	BY	DESCRIPTION	REV	DATE	BY	DESCRIPTION
B	6-5-18	NM	Moved Seats	C	6-6-18	NM	Moved Seats	-	-	-	-



SEAT STYLE	SEAT SPACING 'A'	HIP-TO-KNEE 'B'	KNEE ROOM 'C'
MID HIGH	32"	30"	12"
MID HIGH	34"	32"	14"

DEALER SIGNATURE: _____

Q-42-070819-04

DO NOT SCALE SIZE A	PROJECTION	DESCRIPTION Floor plan ECCW 190-313 Front Lift (Braun1000/3454) Standard Floor 20P/2WC/Slide Click					57490 County Road 3 Elkhart, IN 46517 (574) 327-2700 A DIVISION OF FOREST RIVER		
	W.I. NUMBER	DATE: 6-1-18	SCALE: N.T.S.	REFERENCE: NUMBER	SHEET 1 OF 2				
	TOLERANCES UNLESS OTHERWISE SPECIFIED ARE: FLOORPLANS ±1/2" ALL STRUCTURAL ±1/8" ANGLE ±1°					DRAWN BY: NPM	PART NUMBER 900-27-0297	REV C	
	THIS DOCUMENT AND THE INFORMATION CONTAINED HEREIN ARE THE EXCLUSIVE PROPERTY OF ELKHART COACH. IT SHALL NOT BE COPIED OR DUPLICATED IN ANY MANNER, NOR SHALL IT BE SUBMITTED TO OUTSIDE PARTIES FOR EXAMINATION WITHOUT OUR WRITTEN CONSENT. IT IS LOANED FOR USE WITH REFERENCE TO WORK UNDER CONTRACT WITH, OR PROPOSALS SUBMITTED TO ELKHART COACH.					CHECKED BY:			

STEP 4

PRICE ANALYSIS

Grantee/Sub-Grantee local
P.O. #:

Project Name and Description: 2020 5311 Grant Funded
Class 400 Transit Bus Purchase

Grantee/Sub-Grantee Name: City of Brainerd
Grantee/Sub-Grantee Address: 501 Laurel Street, Brainerd, MN 56401
Grantee/Sub-Grantee Project Contact Name: Andy Stone
Title: Transit Coordinator
Phone: 218-454-3413 eMail: _____

Analysis by (Name) Andy Stone Date: 6-29-2021
Analysis Reviewer Signature: [Signature]

The pricing quoted on the attached sheet(s) is deemed to be fair and reasonable based on the following type of analysis:

- ☐ Comparison with market prices or catalog pricing for the same item. (Complete summary matrix below and attach supporting quotes or catalog pages)
- ☐ Comparison of proposed pricing with an in-house estimate for the same item. (Attach signed in-house estimate and explain factors influencing any difference found. Complete summary matrix)
- ☒ Comparison with a competing supplier's prices and a comparison with the I.C.E. (complete Vehicle Procurement Summary Matrix)
- ☐ Comparison of proposed pricing with historical pricing from previous purchases of the same or similar item, coupled with market data such as Producer Price Index or Inflation Rate over the corresponding time period. (Attach data and historical price record)
- ☐ Analysis of price components against current published standards, such as labor rates, dollars per pound, etc. to justify the price reasonableness of the whole. (Attach analysis to support conclusions drawn)

SUMMARY MATRIX for Products and Services

☐ Adequate Price Competition

Quote Source - use one or more of these columns (complete competitor name in each column; A,B,C, etc)

Procurement Item (list in each line, each item and/or service)	Independent Cost Estimate Amount	Proposed Pricing (complete if second box is checked)	Average Market Price (complete if first box is checked)	Competitor A <u>Hogland</u> <u>Olava</u>	Competitor B <u>Unitedbus</u> <u>Starcraft</u>	Competitor C
<u>Class 400 Bus</u>	<u>\$85,000</u>			<u>\$89,757</u>	<u>\$99,929</u>	

Comments: Fleet Consistency, Prior Service, and Relationship

Attachments (identify and attach):

STEP 4

☒ Hoglund Bus - Glaval

☒ United Bus Sales - Starcraft

☐

SUMMARY MATRIX for Vehicle Procurements only* (this section can be deleted if not purchasing a vehicle)

Current Purchase					
Bus Manufacturer: [insert name of bus manufacturer] <u>North Central Bus - Elkhart ECII</u>					
Model	Vehicle Length	Chassis Manufacturer	Chassis Model	Seating Configuration	Fuel Type
<u>EC II</u>	<u>313"</u>	<u>Ford</u>	<u>E450</u>	<u>20 Passengers + 2 wheelchair</u>	<u>Gas</u>
Total Price (including options): <u>\$ 91,073.00</u>					

Comparison Pricing						
A. Bus Manufacturer: [insert name of bus manufacturer] <u>Hoglund - Glaval</u>						
B. Bus Manufacturer: [insert name of bus manufacturer] <u>United - Starcraft</u>						
C. Bus Manufacturer: [insert name of bus manufacturer]						
	Model	Vehicle Length	Chassis Manufacturer	Chassis Model	Seating Configuration	Fuel Type
A	<u>Glaval</u>	<u>26'</u>	<u>Ford</u>	<u>E450</u>	<u>20 Ambulatory + 2 wheelchair</u>	<u>Gas</u>
B	<u>Starcraft</u>	<u>313"</u>	<u>Ford</u>	<u>E450</u>	<u>20 Ambulatory + 2 wheelchair</u>	<u>Gas</u>
C						
A	Total Price (including options): <u>\$ 89,757.</u>					
B	Total Price (including options): <u>\$ 99,929.</u>					
C	Total Price (including options):					

*based on current year or past year Minnesota Vehicle Procurement pricing

Vehicle Test Results Have Been Reviewed https://www.altoonabustest.psu.edu/ <u>yes - ECII 184/313</u>	YES ☒	NO ☐
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PUBLIC TRANSIT (5311, ETC.)

2020-21 VEHICLE ORDER FORM

MnDOT COOPERATIVE PROCUREMENT FOR SMALL/MID-SIZED & MEDIUM DUTY ACCESSIBLE BUSES

(This form to be used ONLY for vehicles funded through MnDOT's Office of Transit)

MnDOT Recipient Contract Number: 1036092 Quantity: 1
Contract Maximum Amount: \$ \$92,000.00 (For identical vehicle orders only)
SUN Number: _____ (Office Use) UPIN Number: _____ (Office Use)

Legal Name: City of Brainerd Phone Number: 218-454-3413
Address: 501 Laurel Street Fax Number: _____
City, State, Zip: Brainerd, MN 56401 Email Address: astone@ci.brainerd.mn.us
Contact Name: Andy Stone

Vendor Name: Hoglund Bus Company Bus GVRW: 14,500
Vendor Contact: Brian Sutlief Chassis Manufacturer: Ford
Bus Manufacturer: Glaval Chassis Wheelbase: 190"
Model & Gas/Diesel: Universal, gas Vehicle Length: 26'

Vehicle Spec. # 10 7 14 (20) # of Passenger Seats 2 (0) # of WC Positions
Lift Manufacturer & Model: BraunAbility Century Front x Rear _____
Inspection Site/Location: Monticello Recipient's Ford/GM Fleet #: _____
(Not required by MnDOT)

ALL ORDERS MUST INCLUDE A FLOOR PLAN THAT MATCHES THE ORDER

BASE PRICE (includes freight - manufacturer to vendor & all rebates)	\$ <u>68307.00</u>
TOTAL OPTIONS (from page 2)	\$ <u>9594.00</u>
TOTAL OPTIONS (from page 3)	\$ <u>11520.00</u>
DELIVERY CHARGE (vendor to recipient - if bus is delivered I lieu of being picked up)	\$ <u>155.75</u>
LICENSE & TRANSFER FEES (estimated - actual will be shown later on bus invoice)	\$ <u>180.00</u>
EXTENDED WARRANTIES	\$ _____
EXCISE TAX (if applicable)	\$ _____
QUANTITY DISCOUNT (if applicable)	\$ _____
VEHICLE TOTAL	\$ <u>89,756.75</u>

Completed by Office of Transit & Active Transportation

Vehicle Total or Contract Max \$ _____	MnDOT Share \$ _____
(whichever is less)	Recipient Share \$ _____

Recipient Signature: _____ Date: _____
(Required) (Required)

Vendor Signature: _____ Date: _____
(Not required)

MnDOT APPROVAL

Procurement Coordinator Signature: _____ Date: _____

PUBLIC TRANSIT (5311, ETC.) Options

(Attach to Vehicle Order Form)

OPTIONS: Select from vehicle specifications optional equipment list.

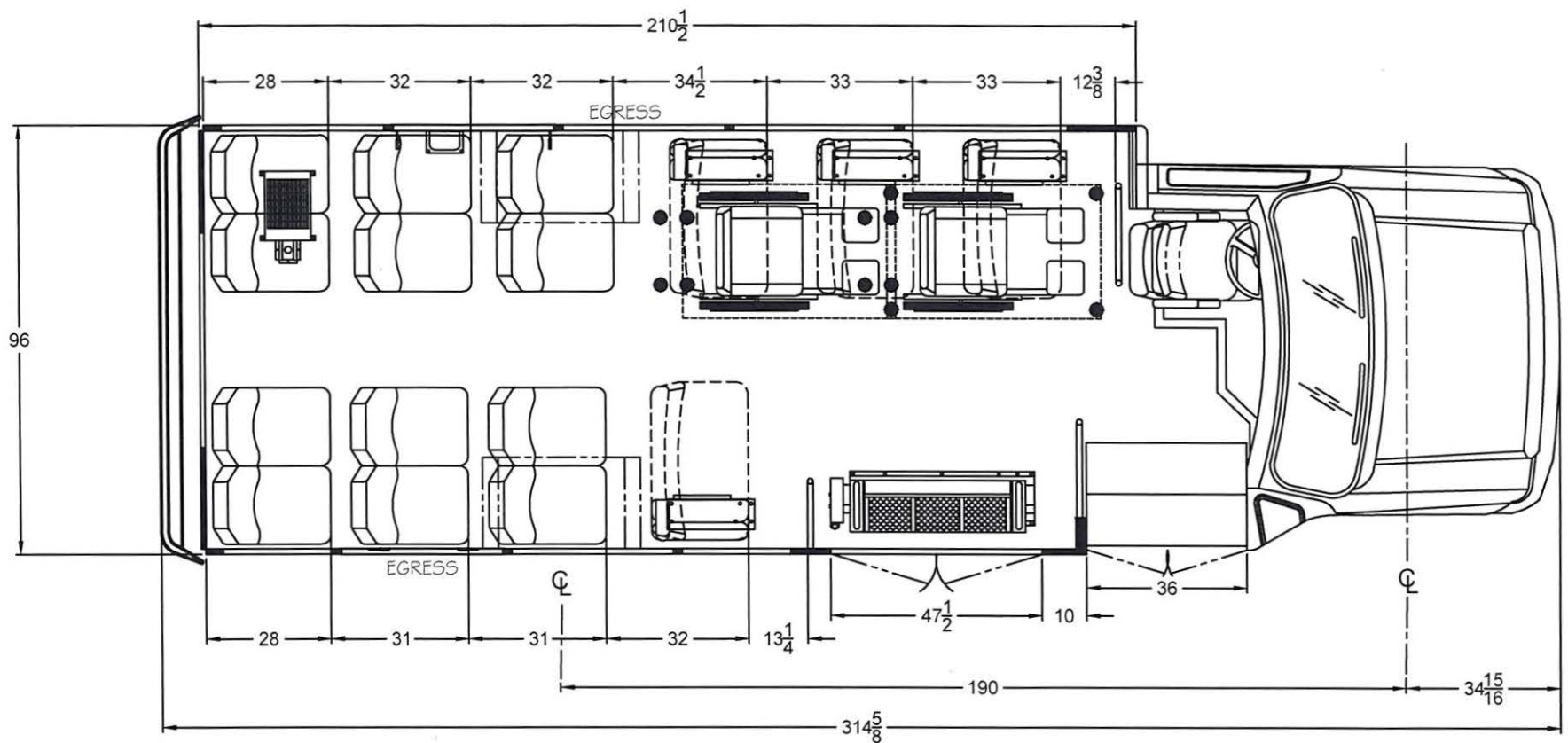
<u>Option #</u>	<u>Description</u>	
10	190" Wheelbase	\$ 300.00
14B	Extended Valve Stems on rear wheels	\$ 170.00
25C	Reflectorize Rear Perimeter of Bus	\$ 160.00
26A	Single Color Double Stripe Graphics - to be done locally	\$ 750.00
33A	Delete flat floor (standard on 10.07)	\$ -505.00
33C	Altro Floor in lieu of standard rubber	\$ 115.00
33E	Galvanized Steel Underbelly	\$ 195.00
39Ab	Romeo Rim Bumper - Rear	\$ 750.00
40B	Backup Camera w/ Monitor in Rear View Mirror - New MNDOT Standard	\$ Standard
41	Antenna Ground Plane 18"	\$ 150.00
44	Power Entrance Door	\$ Standard
44B	Easy Access Panel for Entrance Door Motor - New MNDOT Standard	\$ Standard
44C	Entrance Door Key	\$ 75.00
49	Ford OEM Driver Seat w/ Manual Adjusting Base	\$ N/C
51Ba	Double Foldaway Seat - Notchback (4 @ \$885)	\$ 3,540.00
53B	Vertical Stitching on Passenger Seats (20 @ \$20)	\$ 400.00
53C	Level 4 Passenger Seat Fabric - Morbern Wave Freestyle (Blue) #004 (20 @ \$60)	\$ 1,200.00
54	Seat Belt Extender (2) - New MNDOT Standard	\$ Standard
58A	BraunAbility Century 34 x 54 1,000 lb. Lift - New MNDOT Standard	\$ Standard
	QRT 360 Tie Downs w/ Slide N Click	\$ Standard
66	Tie Down Storage System (TDSS) under foldaway seats (2 @ \$160)	\$ 320.00
67	Additional L-Track for Shoulder Belts (24" @ \$1/inch)	\$ 24.00
77B	Plexiglass on upper section of stanchion - clear (2 @ \$105)	\$ 210.00
78C	Yellow Powder Coated Ceiling Grab Rail	\$ 210.00
78F	Yellow Powder Coated Entrance Grab Rail (2 @ \$130)	\$ 260.00
78R	Grab Handles on Wall Seats (8 @ \$40)	\$ 320.00
78S	Yellow Grab Handles on passenger seats (16 @ \$45)	\$ 720.00
79A	Yellow Powder Coated Vertical Stanchion and Cross Rail for Front Lift	\$ 230.00
TOTAL (Place total amount in space on vehicle order form)		\$ 9,594.00

PUBLIC TRANSIT (5311, ETC.) Options

(Attach to Vehicle Order Form)

OPTIONS: Select from vehicle specifications optional equipment list.

<u>Option #</u>	<u>Description</u>	
80A	Roof Mounted Condener in lieu of standard skirt mounted	\$ 950.00
80E	Flush Mounted Evaporator	\$ 300.00
82C	Additional 35k BTU Rear Heater	\$ 285.00
82H	Protective Cage around 35k BTU Heater	\$ 75.00
86A	(2) Additional 4" Red LED Exterior Lights	\$ 190.00
86A	(2) Additional 4" Amber LED Exterior Lights	\$ 190.00
92	Oversized Storage Compartment - above windshield	\$ Standard
103	Ford OEM Radio w/ 4 Rear Speakers	\$ Standard
112C	Power/Heated Side Mirrors	\$ 620.00
114C	Fixed Windows in lieu of standard T-Sliders (8 @ \$55)	\$ 440.00
117B	Heated Step - Electric	\$ 90.00
119B	Interior Carpet/Cloth walls from floor to ceiling	\$ Standard
119C	Interior Carpet/Cloth entire ceiling	\$ Standard
128Ab	Additional 500 GB Hard Drive	\$ 350.00
128B	AngelTrax 4 Camera System	\$ 5,000.00
138C	Diamond XV Fare Box & 1 Vault w/ pole	\$ 2,330.00
138Ca	Additional Vault for Diamond XV	\$ 700.00
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	DVR Mounted in Center against forward vertical plywood in storage area	\$
	Ground Plane and Pre-Wire to terminate in electrical compartment	\$
	Hold Open Device for Overhead Storage Door	\$
		\$
TOTAL (Place total amount in space on vehicle order form)		\$ 11,520.00

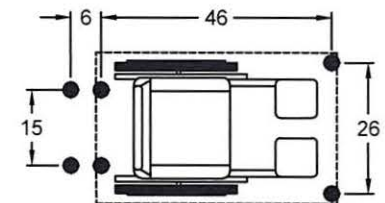


DEALER APPROVAL

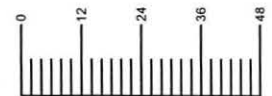
☐ APPROVED

CUSTOMER SIGNATURE

NOTE: SHOWN WITH MID HI FREEDMAN SEATS
 UNIVERSAL E-450 14,500 GVWR
 THIS FLOOR PLAN IS FOR ILLUSTRATION PURPOSES ONLY.
 A WEIGHT ANALYSIS HAS NOT YET BEEN PERFORMED.
 FINAL APPROVAL WITH A WEIGHT ANALYSIS IS REQUIRED UPON RECEIPT OF A
 COMPLETED ORDER WITH ALL OPTIONS SHOWN.
 OPTIONAL EQUIPMENT MAY BE SHOWN.
 THE SALES ORDER PLACED DICTATES ACTUAL OPTION CONTENT.



SCALE
IN INCHES



THIS DRAWING AND THE INFORMATION THEREON ARE THE EXCLUSIVE PROPERTY OF GLAVAL BUS, A DIVISION OF FOREST RIVER. IT SHALL NOT BE COPIED OR DUPLICATED IN ANY MANNER, NOR SHALL IT BE SUBMITTED TO OUTSIDE PARTIES FOR EXAMINATION WITHOUT OUR WRITTEN CONSENT. IT IS LOANED FOR USE WITH REFERENCE TO WORK UNDER CONTRACT WITH, OR PROPOSALS SUBMITTED TO GLAVAL BUS, A DIVISION OF FOREST RIVER.

REV	DESCRIPTION OF CHANGE	BY	CHK	DATE	ECN No.
LET.					

TOLERANCE UNLESS OTHERWISE SPECIFIED	WOOD	OTHER	DATE: 06/04/21	TITLE: 12/2 WC 190" WB 199" BODY MODEL 26
± 1/8"	± 1/8"	± 1/16"	NAME: MK	DWG. No. 12 2 WC 4 DB FOLDS 190 199-1 USA
± 1°	± 1/2°			

GLAVAL BUS
Buses for the new millennium

PUBLIC TRANSIT (5311, ETC.)

2020-21 VEHICLE ORDER FORM

MnDOT COOPERATIVE PROCUREMENT FOR SMALL/MID-SIZED & MEDIUM DUTY ACCESSIBLE BUSES

(This form to be used ONLY for vehicles funded through MnDOT's Office of Transit)

MnDOT Recipient Contract Number: 193137 Quantity: 1
Contract Maximum Amount: \$ \$92,000.00 (For identical vehicle orders only)
SUN Number: _____ (Office Use) UPIN Number: _____ (Office Use)

Legal Name: City of Brainerd Phone Number: 218-454-3413
Address: 501 Laurel Street Fax Number: 218-828-6172
City, State, Zip: Brainerd, MN 56401 Email Address: astone@ci.brainerd.mn.us
Contact Name: Abdy Stone

Vendor Name: United Bus Sales, Inc Bus GVRW: 14,500
Vendor Contact: Chuck Schwalbe Chassis Manufacturer: Ford
Bus Manufacturer: Starcraft Chassis Wheelbase: 190
Model & Gas/Diesel: Allstar Gas Vehicle Length: 313

Vehicle Spec. # 10 8 14 # of Passenger Seats 2 # of WC Positions
Lift Manufacturer & Model: Braun Century 34" x 54" 1000# Front X Rear _____
Inspection Site/Location: 376 197th Ave NW Big Lake MN 55: Recipient's Ford/GM Fleet #: _____
(Not required by MnDOT)

ALL ORDERS MUST INCLUDE A FLOOR PLAN THAT MATCHES THE ORDER

BASE PRICE (includes freight - manufacturer to vendor & all rebates)	\$ <u>74908.00</u>
TOTAL OPTIONS (from page 2)	\$ <u>11366.00</u>
TOTAL OPTIONS (from page 3)	\$ <u>13335.00</u>
DELIVERY CHARGE (vendor to recipient - if bus is delivered I lieu of being picked up)	\$ <u>140.00</u>
LICENSE & TRANSFER FEES (estimated - actual will be shown later on bus invoice)	\$ <u>180.00</u>
EXTENDED WARRANTIES	\$ _____
EXCISE TAX (if applicable)	\$ _____
QUANTITY DISCOUNT (if applicable)	\$ _____
VEHICLE TOTAL	\$ <u>99,929.00</u>

Completed by Office of Transit & Active Transportation

Vehicle Total or Contract Max \$ _____	MnDOT Share \$ _____
(whichever is less)	Recipient Share \$ _____

Recipient Signature: _____ Date: _____
(Required) (Required)

Vendor Signature: _____ Date: _____
(Not required)

MnDOT APPROVAL

Procurement Coordinator Signature: _____ Date: _____

PUBLIC TRANSIT (5311, ETC.) Options

(Attach to Vehicle Order Form)

OPTIONS: Select from vehicle specifications optional equipment list.

<u>Option #</u>	<u>Description</u>	
10	Extend Weheelbase from 176" to 190" Accomodte Floorplan	\$ NC
14B	Extend Valve Stems on Rear Inner Dual Wheels	\$ 205.00
25C	Reflectorize Rear Perimeter of Bus	\$ 190.00
26A	Single Color Double Stripe Graphics Package to be Done Locally	\$ 1,100.00
33A	Delete STD Flat Floor and replace with STD Floor	\$ 605.00
33C	Upgrade to Gerflor NON-Slip Flooring Color ToBe Capri	\$ 465.00
33E	Aluminum Underbelly	\$ 235.00
33G	Coved Altro Flooring Up Sidewalls to Bottom of Seat Track	\$ STD
39Ab	Rear Romeo Rim Help Bumper	\$ 900.00
40B	Rosco Standard Back Up Camera w/Display in Rearciew Mirror	\$ STD
41	Antenna Ground Plate 18"	\$ 180.00
44	Power Passenger Entrance Door	\$ STD
44B	Easy Access Panel Above Entrance Door	\$ STD
44C	Exterior Key Entry	\$ 90.00
49E	Ford OEM Drivers Seat with Manual Adjusting OEM Pedestal and OEM Cloth	\$ STD
51Ba	Add Double Notchback Foldaway Passenger Seats (QTY4 @ \$975.00	\$ 3,900.00
53B	Vertical Stiching on All Passenger Seats (QTY 20 @ \$25.00 Each)	\$ 500.00
53C	Upgrade Passengers Seat to Level 4 Seat Material (Qty 20 @ \$75.00)	\$ 1,500.00
*	Seat Material Choice Code #6113004 Morbem Wave Blue	\$ NC
54	Seat Belt Extenders for Passengersss Seats (Two Are STD This Year	\$ STD
58A	Brun Century - 2 Lift w/ 34" x 54" Platform 1000# Capacity	\$ STD
*	Q'Straint QRT 360 Slide n Click Securements	\$ STD
66	TDSS Storage Systems for Securements (Qty 2 @ 145.00)	\$ 290.00
67	Additional L-Track - Horizontal @ WC Positions (Qty 24" @ \$1.50per inch)	\$ 36.00
77B	Upper Plexiglass Panel Behind Drivers Seat (Qty 2 @ \$125 one for WC Lift Stanchic	\$ 250.00
78C	Yellow Powder Coated Ceiling Grab Rails	\$ 250.00
78F	Yellow Powder Coated Entrance Grab Rails (Qty 2 @ \$155.00)	\$ 310.00
78R	Add Grab Handles on Wall Side Seats (Qty 8 @ \$45 Each)	\$ 360.00
TOTAL (Place total amount in space on vehicle order form)		\$ <u>11,366.00</u>

PUBLIC TRANSIT (5311, ETC.) Options

(Attach to Vehicle Order Form)

OPTIONS: Select from vehicle specifications optional equipment list.

<u>Option #</u>	<u>Description</u>	
78S	Upgrade Grab Handles on Seat Backs to be Yellow (Qty 16 @ \$55.00)	\$ 880.00
79A	Stanchion, Crossrail, and Modesty Panel Behind Lift Before First Row of Seats	\$ 165.00
80A	Upgrade to Roof Mount AC ILO Skirt Mounted	\$ 860.00
80E	Flush Style Rear Evaporator	\$ NC
82C	Add 35K BTU Heater in Passenger Cabin Area	\$ 345.00
82H	Protective Cage Around 35K BTU Heater	\$ 90.00
86A	Additional 4" Red LED Exterior Lights (Qty 2)	\$ 225.00
86A	Additional 4" Amber LED Exterior Lights (Qty 2)	\$ NC
92	Single Overhead Oversized Storage Compartment	-55.00
103	Ford OEM AM/FM/BT Radio with 4 Speakers	\$ NA
110C	"AS-Built" Customized Wiring Diagrams for Body	\$ NC
112C	Combined Heated and Remote Control Exterior Mirrors	\$ 745.00
114C	Solid Pane Window ILO Top T-Sliders in Passenger Area (Qty 9 Windows @ \$65.0	\$ 585.00
117B	Heavy Duty Electric Stepwell Heater	\$ 105.00
119C	Gray Carpet Covering Entire Ceiling in Passenger Cabin Area	\$ STD
128B	Angeltrax V5-500 4 -Camera System	\$ 5,500.00
128Bb	Add Extra 500GB Solid State Hard Drive	\$ 720.00
138C	Diamond XV Fairbox with Vault and Pole	\$ 2,330.00
138Ca	Additional Vault for Fairbox	\$ 840.00
		\$
		\$
		\$
		\$
		\$
		\$
*(	DVR Mounted in Center against forward vertical Plywood in Storage Cap	\$
*	Ground Plane and Pre-wire to Terminate in Electrical Compartment	\$
*	Hold Open Device for Overhead Door	\$
*	Antii Seize Spark Plugs	\$
TOTAL (Place total amount in space on vehicle order form)		\$ 13,335.00

R E S O L U T I O N
N O _____

TRANSIT BUS PURCHASE

WHEREAS, the City of Brainerd operates a transit system; and,

WHEREAS, the City of Brainerd desires to purchase, through the State of Minnesota Cooperative Procurement Process, a replacement vehicle to be used in the transit system; and

WHEREAS, the vehicle cost is allocated 20% local share and 80% State/Federal share of the "contract amount"; and

WHEREAS, the City of Brainerd staff has reviewed the vehicle options offered by approved multiple contracting vendors; and

WHEREAS, staff recommends purchasing a vehicle from North Central Bus and Equipment, Inc. for the reasons of cost, fleet consistency and service availability;

NOW, THEREFORE, BE IT RESOLVED, that the Brainerd City Council hereby authorizes the purchase of a new transit bus from North Central Bus and Equipment, Inc. in the approximate contract amount of \$91,073.00

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:

Title of Item:

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



SPECIAL EVENT APPLICATION

Date of Application: _____

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 EVENT ALLEY closure (HALF)

Name of event: SHOPS ON 6TH ELBOW CONVENTION (STREET DANCE)

Organizer Information

Organizer's Name:

SHOPS ON 6TH
STEVEN CHARLES SHEPHERD

Organizer's Address:

315 SOUTH 6TH ST.

Event Contact Person:

STEVEN CHARLES SHEPHERD

Event Contact Daytime Phone:

218-839-5837

Event Contact E-mail Address:

MIXN14U@GMAIL.COM

Contact Name/Number Day of Event:

STEVEN SHEPHERD 218-839-5837

For Profit/Nonprofit Status (type):

ELBOW CONVENTION - STREET DANCE

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
8-27-21	NOON		Blockage of HALF Alley,
8-27-21	8:30pm	12:30AM	315 S 4th St MUSIC
8-28-21	8:30pm	12:30AM	315 S 6th St MUSIC

☒ 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:

Blockage of HALF of Alley Begins NOON
 8-27-21 And will be blocked til approx.
 3 AM on Sunday MUSIC will BEGIN
 Both 27 & 28 at 8:30 pm to end at 12:30 AM

Site Information

Electrical usage

☒ Yes

☐ No

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

I HAVE MY OWN POWER BANK
WIRED IN TO A POWER BOX ON WHEELS

Amplified Sound

☒ Yes

☐ No

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

MUSIC IS BEING PLAYED 8:30 - 12:30 8-27-20-21
WITH A SOUND MAN PROVIDED BY SILENT PARTNER CONCEPTS

Restrooms provided

☒ Yes

☐ No

If yes, how many 6 (a ratio of 1 for every 100-150 people is recommended)

Company contracted for restrooms:

FYLES

(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:

AT GATE A WELCOME SIGN - THANK YOU SIGN
SMALLER SIGNAGE ADVERTISING BEER BRANDS

Trash Receptacle Disposal

☒ Yes

☐ No

Company contracted for trash receptacle disposal:

WASTE PARTNERS

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.

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):

Alley Between shops on 6th & UFW
South 6th St Alley Entrance to Rear of shops patio

Date and time for beginning of street closures: NOON on 27th - Sunday 29th 3 AM

Date and time for reopening of streets: Sunday 3 AM - 8-29-21

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.

Does not affect sidewalk flow just
Entrance of 6th St to Alley parking
lot and East end of Alley stays same

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

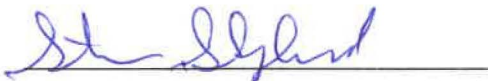
The Applicant covenants to save, defend, hold harmless, and indemnify the City of Brainerd and all of its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and 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/6/21	No comments
City Administration	ok/6/21	No comments
Engineering Department	ok/6/21	Please request traffic control 1 week prior to event
Fire Department	ok/6/18	No comments
Fire Support/EMS	ok/6/18	No comments
Parks Department	ok/6/21	No comments
Planning Department	ok/6/21	No comments
Police Department	ok/6/21	Staff will be aware of the event dates

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

Please submit insurance certificate as outlined on the signature page. Please notify the Engineering Department 1-week prior to the event. Call Shawn at 218-513-4412 for traffic control.

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):

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

July 6, 2021

7:00 PM

WebEx Teleconference Call-In Information

Call Toll-Free: 1-844-992-4726

Access Code: 146 054 6957

1. Adopt Resolution of Support for the use of Tax Increment Financing for a Rental Housing Development Project
2. Accept Resignation of Community Service Officer Hunter Furstenberg and Request Authorization to Hire
3. Accept Resignation of Officer Brandon Anderson and Request to Hire
4. Approve Promotion of Miranda Halverson to Police Records Lead Position
5. Adopt Resolution Approving State of Minnesota BCA Joint Powers Agreement and Authorizing Appropriate Signatures
6. Approve Memorandum of Agreement for Accounting Supervisor to Perform Accountant 1 Position Duties until March 25th, 2022
7. Adopt Resolution to Authorize Submission of Data to the State to Coronavirus Local Fiscal Recovery Funds Under the American Rescue Plan Act



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

RESOLUTION
NO. XX:21

**A RESOLUTION OF SUPPORT
FOR THE USE OF TAX INCREMENT FINANCING
FOR A RENTAL HOUSING DEVELOPMENT PROJECT**

BE IT RESOLVED By the City Council of the City of Brainerd (the "City") as follows:

WHEREAS, D.W. Jones, Inc., (the "Developer") has developed preliminary plans for an approximately 36-unit low-income affordable housing project (the "Project") to be located at 805 Laurel Street in the City, and has requested that the City indicate its support of the use of tax increment financing for the Project; and

WHEREAS, the Developer is seeking housing tax credits from the Minnesota Housing Finance Agency (the "MHFA") to assist with the financing of the Project; and

WHEREAS, MHFA has a ranking system for housing tax credit applications and a project ranks higher, and thus more likely to receive housing tax credits, if there are local contributions to the Project; and

WHEREAS, the establishment of a tax increment financing district for the Project and the pledging of tax increment to secure a loan for the project is a local contribution and will assist the Developer in securing the approvals from the MHFA for housing tax credits; and

WHEREAS, the City has previously approved housing tax increment financing districts to assist with the development of low income housing and affordable housing in the City; and

WHEREAS, City consultants have prepared preliminary estimates showing an annual projected amount of TIF in the amount of \$53,148, for a projected maximum aggregate net present value of \$891,222 available to the Development over a maximum 26-year term, and the City has determined that the Development, if constructed, would fulfill a need for affordable housing in the City that is currently in short supply.

NOW THEREFORE, BE IT RESOLVED, that the City proposes to approve a housing tax increment financing district and pledge tax increment to the Developer, in order to

facilitate the financing of the Project and to secure approval of housing tax credits from MHFA; provided, however, that authorization of tax increment financing for the Project is solely within the discretion of the City Council following all proceedings legally required pursuant to Minnesota Statutes 469.174 through 469.1794..

Adopted this ____ day of July 2021.

KELLY BEVANS
President of the Council

Approved this ____ day of July 2021.

DAVE BADEAUX
Mayor

ATTEST:

JENNIFER BERGMAN
City Administrator

MEMO



TO: Mayor and City Council

FROM: David Chanski, Community Development Director

DATE: July 6, 2021

RE: Eight05 Laurel Project

Skip Duschesneau, President of D.W. Jones, Inc., presented at the June 16th Planning Commission meeting. The presentation was for a new development to be located on the former Thrifty White location at the corner of Laurel St. and S. 8th St. This proposal, called Eight05 Laurel, includes 36 apartment units with roughly 11,000 square feet of first floor commercial space. This 4-story building will also include 37 underground parking stalls as well as 33 surface parking stalls. This is a full demolition and new construction project.

The Planning Commission motioned to recommend City Council support the proposed project. The Planning Commission recommends support due to the following findings of fact:

- This project is a prime example of infill as well as redevelopment and reuse.
- It would add and strengthen a walkable and whole neighborhood.
- This project is a good example of mixed-use development and would expand downtown.
- The added residential apartments would address the needs in the HRA housing study.

Memo - Draft

To: Jennifer Bergman, Connie Hillman, David Chanski, City of Brainerd
Eric Charpentier, Brainerd HRA

From: Mikaela Huot, Director

Date: June 30, 2021

Subject: Preliminary Financial Analysis and Revenue Projections for Proposed
Eight05 Laurel Housing Project

Background

The City of Brainerd has been approached by Eight05 Laurel Housing LLLP, the developer, on the proposed redevelopment of property located in downtown for the construction of an approximate 36-unit multifamily housing development with supporting first floor commercial space. The developer has requested tax increment financing assistance for financing a portion of the eligible redevelopment and housing costs associated with construction of the project. The developer is pursuing financing from Minnesota Housing Finance Agency and has indicated support from the City through tax increment financing will be necessary to secure financing that would allow the project to proceed. There are several assumptions to be made relative to the project in order to generate preliminary tax increment revenue estimates as requested for inclusion of the resolution of support to provide tax increment revenues. The purpose of this memo is to provide a summary of the projected tax increment revenues and outline of assumptions used to prepare the estimates.

Tax Increment Analysis

The following assumptions were used to estimate the amount of projected revenues:

- Total project area (3 parcels)
 - Parcel ID: 41241495
 - Parcel ID: 41241505
 - Parcel ID: 41241506
- Total estimated base value of \$498,400
- Estimated total market value upon completion
 - \$4,162,500
 - \$3,335,680 residential 4d (*estimated \$92,658/unit*)
 - \$925,820 commercial-industrial (*estimated \$85/SF*)
- Maximum term of tax increment housing district
 - 26 total years
- Construction commences and completes in 2022
 - 100% assessed in January of 2023 for taxes payable in 2024
- Present value assumptions
 - Discount (interest) rate of 4%
 - Dated date of 2/1/22
- Tax rates, class rates and future market values remain constant
 - Tax rates
 - Total: 136.608%

The information provided here is of a general nature and is not intended to address the specific circumstances of any individual or entity. In specific circumstances, the services of a professional should be sought. Baker Tilly Virchow Krause, LLP trading as Baker Tilly is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2020 Baker Tilly Virchow Krause, LLP

- Class rates
 - 0.75% residential rental (4d)
 - 1.5% first \$150,000 and 2% value above \$150,000 commercial-industrial
- 2% annual market value inflator
- Administrative retainage: 10%
 - (maximum 10%)

Tax Increment Estimates

Based on the assumptions outlined above, the projected tax increment revenues that could be generated from the project are shown in the chart below.

Tax Increment Financing Revenue Projections	
Total Estimated Taxable Value (portion residential rental 4d and commercial-industrial)	\$4,162,500
Total estimated annual increment (year 1)	\$53,148
Total estimated gross increment (26 years)	\$1,820,256
Estimated total annual City admin retainage (10%)	\$182,029
Estimated total net revenues (90%) for 26 years	\$1,638,227
Estimated Present Value (4% Interest Rate)	\$891,222

Thank you for the opportunity to be of assistance to the City of Brainerd. Please contact me at 651-368-2533 or mikaela.huot@bakertilly.com with any questions or to discuss.

Definition of Housing District

A housing TIF District is a type of tax increment district which consists of a project that is intended for occupancy by persons or families of low and moderate income. Revenue derived from tax increment from a housing district must be used solely to finance the cost of a housing project as defined.

For the proposed project to qualify as a tax increment financing housing district, the property must satisfy the income requirements for a qualified residential rental project as defined in section 142(d) of the Internal Revenue Code. The requirements of this subdivision apply for the duration of the tax increment financing district. The income requirements are as follows:

- at least 20% of units are occupied by individuals whose income is 50% or less of area median income
- at least 40% of units are occupied by individuals whose income is 60% or less of area median income.

In addition, not more than 20 percent of the square footage of the buildings that receive assistance from tax increments may consist of commercial, retail, or other non-residential uses.

Revenue derived from tax increment from a housing district must be used solely to finance the cost of housing projects. The cost of public improvements directly related to the housing projects and the allocated administrative expenses of the authority may be included in the cost of a housing project.

The maximum term of a housing district is 25 years after receipt of first increment for a total of 26 years.

Projected Tax Increment Report

City of Brainerd, Minnesota
Tax Increment Financing (Housing) District
Eight05 Laurel
Draft Revenue Projections

Annual Period Ending (1)	Total Market Value ⁽¹⁾ (2)	Total Net Tax Capacity ⁽²⁾ (3)	Less: Original Net Tax Capacity ⁽³⁾ (4)	Retained Captured Net Tax Capacity (6)	Times: Tax Capacity Rate ⁽⁴⁾ (7)	Annual Gross Tax Increment (8)	Less: State Aud. Deduction 0.360% (9)	Subtotal Net Tax Increment (10)	Less: Admin. Retainage 10.00% (11)	Annual Net Revenue (12)	P.V. Annual Net Rev. To 02/01/22 4.00%
12/31/22	498,400	3,738	3,738	0	136.608%	0	0	0	0	0	0
12/31/23	498,400	3,738	3,738	0	136.608%	0	0	0	0	0	0
12/31/24	4,261,500	42,784	3,738	39,046	136.608%	53,340	192	53,148	5,315	47,833 *	42,663
12/31/25	4,328,214	43,284	3,738	39,546	136.608%	54,023	194	53,829	5,383	48,446	41,547
12/31/26	4,414,778	44,165	3,738	40,427	136.608%	55,227	199	55,028	5,503	49,525	40,839
12/31/27	4,503,073	45,063	3,738	41,325	136.608%	56,454	203	56,251	5,625	50,626	40,141
12/31/28	4,593,135	45,980	3,738	42,242	136.608%	57,705	208	57,497	5,750	51,747	39,452
12/31/29	4,684,998	46,914	3,738	43,176	136.608%	58,982	212	58,770	5,877	52,893	38,775
12/31/30	4,778,698	47,867	3,738	44,129	136.608%	60,284	217	60,067	6,007	54,060	38,106
12/31/31	4,874,271	48,840	3,738	45,102	136.608%	61,613	222	61,391	6,139	55,252	37,448
12/31/32	4,971,757	49,832	3,738	46,094	136.608%	62,968	227	62,741	6,274	56,467	36,800
12/31/33	5,071,192	50,843	3,738	47,105	136.608%	64,350	232	64,118	6,412	57,706	36,161
12/31/34	5,172,616	51,875	3,738	48,137	136.608%	65,759	237	65,522	6,552	58,970	35,532
12/31/35	5,276,068	52,928	3,738	49,190	136.608%	67,197	242	66,955	6,696	60,259	34,912
12/31/36	5,381,590	54,001	3,738	50,263	136.608%	68,664	247	68,417	6,842	61,575	34,302
12/31/37	5,489,221	55,096	3,738	51,358	136.608%	70,159	253	69,906	6,991	62,915	33,701
12/31/38	5,599,006	56,213	3,738	52,475	136.608%	71,685	258	71,427	7,143	64,284	33,110
12/31/39	5,710,986	57,352	3,738	53,614	136.608%	73,242	264	72,978	7,298	65,680	32,528
12/31/40	5,825,206	58,514	3,738	54,776	136.608%	74,829	269	74,560	7,456	67,104	31,955
12/31/41	5,941,710	59,700	3,738	55,962	136.608%	76,448	275	76,173	7,617	68,556	31,390
12/31/42	6,060,544	60,909	3,738	57,171	136.608%	78,100	281	77,819	7,782	70,037	30,835
12/31/43	6,181,755	62,142	3,738	58,404	136.608%	79,784	287	79,497	7,950	71,547	30,288
12/31/44	6,305,390	63,400	3,738	59,662	136.608%	81,503	293	81,210	8,121	73,089	29,751
12/31/45	6,431,498	64,683	3,738	60,945	136.608%	83,255	300	82,955	8,296	74,659	29,221
12/31/46	6,560,128	65,991	3,738	62,253	136.608%	85,043	306	84,737	8,474	76,263	28,701
12/31/47	6,691,330	67,326	3,738	63,588	136.608%	86,867	313	86,554	8,655	77,899	28,189
12/31/48	6,825,157	68,688	3,738	64,950	136.608%	88,727	319	88,408	8,841	79,567	27,685
12/31/49	6,961,660	70,076	3,738	66,338	136.608%	90,624	326	90,298	9,030	81,268	27,190
						\$1,826,832	\$6,576	\$1,820,256	\$182,029	\$1,638,227	\$891,222

* ability to elect to delay receipt of first increment up to 4 years from approval date

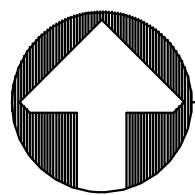
(1) Total estimated market value based on information provided by City

very preliminary and subject to further review. Includes 2% annual market value inflator

(2) Total net tax capacity based on residential rental 4d class rate of 0.75% and commercial-industrial class rate of 1.25%

(3) Original net tax capacity based on existing value for 3 parcels to be included in development

(4) Total local combined tax rate available for taxes payable 2021



SITE PLAN
SCALE: 1" = 20'-0"

PLOTTED: 6-8-21

Project No.
21028
Issue Date:
Document Set:
PRELIMINARY

REVISIONS COMMENTS

PROPOSED MIXED USE:

DEVELOPER:

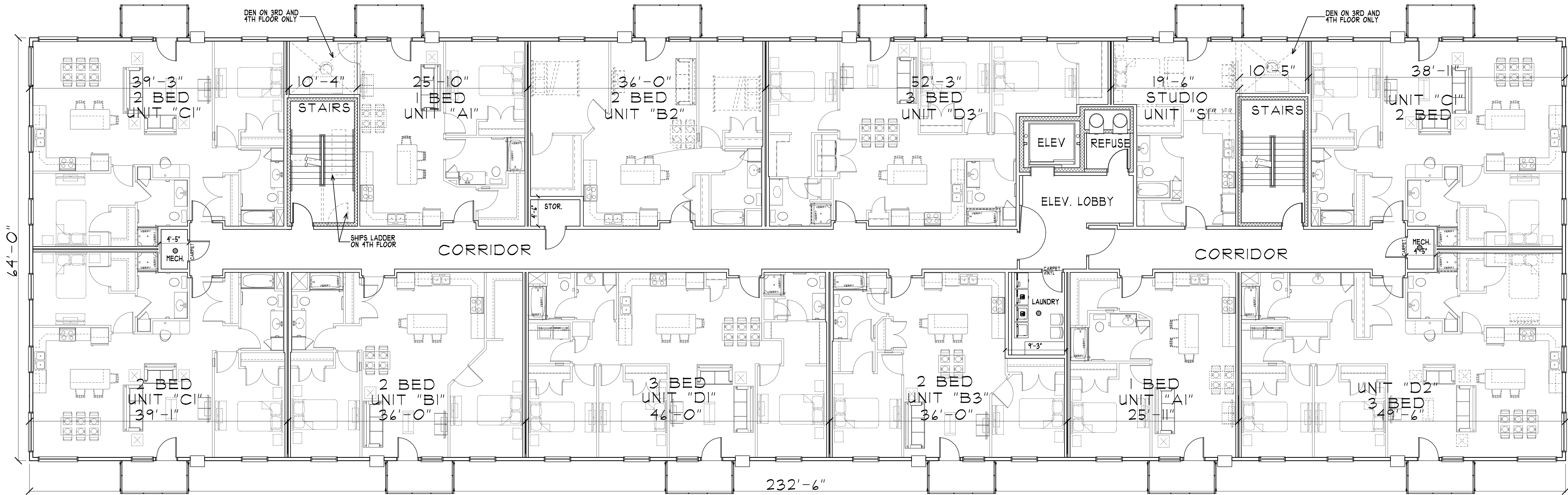


These documents are not valid for building permit unless signed in ink and over sealed. Copies are not valid.
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the state of
Name NORMAN E. COLE

COLE GROUP
ARCHITECTS LLC.
212 Park Avenue South
Suite 200
St. Paul, MN 55101
(612) 651-4570
www.colegrouparchitects.com

A010

BUILDING S.F.	UNIT MIX:				
	STYLE	SQUARE FOOTAGE	BEDROOMS	TOTAL	MIX %
BASEMENT PARKING GARAGE = 14,880 S.F.	UNIT "S1"	491 S.F.	STUDIO	1	STUDIO 3 TOTAL 8.33%
	UNIT "S2"	593 S.F.	STUDIO +DEN	2	
TENANT #1 = 2,961 S.F. TENANT #2 = 1,983 S.F. TENANT #3 = 1,983 S.F. TENANT #4 = 1,465 S.F. TENANT #5 = 2,500 S.F. TOTAL TENANT AREA = 10,892 S.F.	UNIT "A1"	740 S.F.	1 BED 1 BATH	4	1 BED 6 TOTAL 16.67%
	UNIT "A2"	841 S.F.	1 BED 1 BATH +DEN	2	
	UNIT "B1"	1,030 S.F.	2 BED 1 BATH	3	2 BED 18 TOTAL 50%
APARTMENT COMMON AREA = 3,988 S.F.	UNIT "B2"	993 S.F.	2 BED 1 BATH	3	
1ST FLOOR TOTAL = 14,880 S.F.	UNIT "B3"	911 S.F.	2 BED 1 BATH	3	
2ND FLOOR APARTMENT = 14,880 S.F.	UNIT "C1"	1,183 S.F.	2 BED 2 BATH	9	3 BED 9 TOTAL 25%
3RD FLOOR APARTMENT = 14,880 S.F.	UNIT "D1"	1,318 S.F.	3 BED 2 BATH	3	
4TH FLOOR APARTMENT = 14,880 S.F.	UNIT "D2"	1,455 S.F.	3 BED 2 BATH	3	
BUILDING TOTAL = 14,400 S.F.	UNIT "D3"	1,255 S.F.	3 BED 2 BATH	3	36 100%
				36	



UNIT MIX				
	STUDIO	1BD	2BD	3BD
2ND	1	2	6	3
3RD	1	2	6	3
4TH	1	2	6	3
TOTAL	3	6	18	9

TOTAL: 36 UNITS

2ND-4TH FLOOR PLAN
SCALE: 1/8"=1'-0"

COLE GROUP
ARCHITECTS LLC.
214 Park Avenue South
Suite 102
Saint Cloud, MN 56301
www.colegrouparchitect.com

These documents are not valid for building permit unless signed in ink and over sealed. Copies are not valid.
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the State of Minnesota.
Name: NORMAN E. COLE

DEVELOPER:
D.W. JONES
INCORPORATED

PROPOSED MIXED USE:
EIGHT 05
LAUREL
BRainerd, MN

REVISIONS COMMENTS

Project No.
21028
Issue Date:
Document Set:
PRELIMINARY

A101B

PLOTTED: 6-8-21



SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

COLE GROUP
ARCHITECTS, LLC.
214 Park Avenue South
Suite 102
Saint Cloud, MN 56301
(920) 454-4570
www.colegrouparchitects.com

These documents are not valid for bidding permit unless signed in ink and over sealed. Copies are not valid.
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the state of
Name: NORTON E. COLE

DEVELOPER:
D.W. JOYES
INCORPORATED

PROPOSED MIXED USE:
EIGHT 05
LAUREL
BRANERD, MN

REVISIONS COMMENTS
REVISIONS COMMENTS
Project No.
21028
Issue Date:
Document Set:
PRELIMINARY

A501

FILE: 20_E_C01

PLOTTED: 6-8-21



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

☐

INFORMATION ONLY

☐

CONSENT AGENDA

☐

P&F COMMITTEE

☐

SPW COMMITTEE

☐

MAIN AGENDA

Action Requested:

☐

Approve/Deny
Motion

☐

Adopt
Resolution

(attach draft) **provide copy of published hearing notice*

☐

Direction Requested

☐

Discussion Item

☐

Hold Public Hearing*

☐

Ordinance 1st Reading

Submitted by:

Department:

Presenter (Name & Title):

Estimated Time Needed:

Summary of Issue:

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

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

Please Explain:

Deputy Chief John Davis

Brainerd Police Department

06/17/21

I am writing this letter to give two weeks notice of my resignation as a Community Service Officer from the Brainerd Police Department. My final date will be 07/04/21.

It has been an honor and a privilege to work for this department however, I wish to dedicate my time to finishing my bachelor's degree as well as begin looking for licensed peace officer positions.

I appreciate the opportunity to have been employed at this department and value the experiences and growth that it has provided me.

Please let me know if there is anything I can do to assist in the transition.

Sincerely,

A handwritten signature in black ink, appearing to read "Hunter Furstenberg". The signature is fluid and cursive, with the first name "Hunter" being more prominent and the last name "Furstenberg" written in a more compact, flowing style.

Hunter Furstenberg

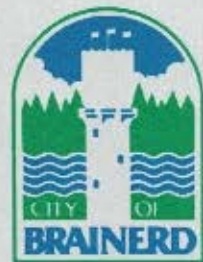


Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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



www.ci.brainerd.mn.us

RECEIVED JUN 17 2021

Dear Chief Mike Bestul,

Please accept this letter as formal notification that I am resigning from my position as a Police Officer with the Brainerd Police Department effective immediately.

Thank you so much for the opportunity to work in this position the last few months. I have greatly enjoyed and appreciated the training I received. I have learned how to push myself and how to handle many different situations. I will take that training and apply it to the next step in my career. If it weren't for the training officers, I never would have made it as far as I did. I am sorry that I could not make things work out better. I wish the Brainerd Police Department and everyone in it the best in the future.

Thank you,

Brandon Anderson



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

RESOLUTION NO. _____

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF
BRainerd ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT**

WHEREAS, the City of Brainerd on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Brainerd, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Brainerd on behalf of its Prosecuting Attorney and Police Department, are hereby approved.
2. That the Police Chief, Mike Bestul, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
3. That the City Prosecutor, Severson Porter Law, or their successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
4. That David Badeaux, the Mayor for the City of Brainerd, and Jennifer Bergman, the City Administrator, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this ____ day of _____, ____.

CITY OF BRAINERD

DAVID BADEAUX
Mayor

KELLY BEVANS
President of the Council

ATTEST: _____
JENNIFER BERGMAN
City Administrator



State of Minnesota Joint Powers Agreement

This Agreement is between the State of Minnesota, acting through its Department of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the City of Brainerd on behalf of its Police Department ("Governmental Unit"). The BCA and the Governmental Unit may be referred to jointly as "Parties."

Recitals

Under Minn. Stat. § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. Under Minn. Stat. § 299C.46, the BCA must provide a criminal justice data communications network to benefit political subdivisions as defined under Minn. Stat. § 299C.46, subd. 2 and subd. 2(a). The Governmental Unit is authorized by law to utilize the criminal justice data communications network pursuant to the terms set out in this Agreement. In addition, BCA either maintains repositories of data or has access to repositories of data that benefit authorized political subdivisions in performing their duties. The Governmental Unit wants to access data in support of its official duties.

The purpose of this Agreement is to create a method by which the Governmental Unit has access to those systems and tools for which it has eligibility, and to memorialize the requirements to obtain access and the limitations on the access.

Agreement

1 Term of Agreement

- 1.1 **Effective Date.** This Agreement is effective on the date the BCA obtains all required signatures under Minn. Stat. § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** This Agreement expires five years from the date it is effective.

2 Agreement Between the Parties

- 2.1 **General Access.** BCA agrees to provide Governmental Unit with access to the Minnesota Criminal Justice Data Communications Network (CJDN) and those systems and tools which the Governmental Unit is authorized by law to access via the CJDN for the purposes outlined in Minn. Stat. § 299C.46.
- 2.2 **Methods of Access.**

The BCA offers three (3) methods of access to its systems and tools. The methods of access are:

 - A. **Direct access** occurs when individual users at the Governmental Unit use the Governmental Unit's equipment to access the BCA's systems and tools. This is generally accomplished by an individual user entering a query into one of BCA's systems or tools.
 - B. **Indirect Access** occurs when individual users at the Governmental Unit go to another Governmental Unit to obtain data and information from BCA's systems and tools. This method of access generally results in the Governmental Unit with indirect access obtaining the needed data and information in a physical format like a paper report.
 - C. **Computer-to-Computer System Interface** occurs when the Governmental Unit's computer exchanges data and information with BCA's computer systems and tools using an interface. Without limitation, interface types include: state message switch, web services, enterprise service bus and message queuing.

For purposes of this Agreement, Governmental Unit employees or contractors may use any of these methods to use BCA's systems and tools as described in this Agreement. Governmental Unit will select a

method of access and can change the methodology following the process in Clause 2.10.

- 2.3 Federal Systems Access.** In addition, pursuant to 28 CFR §20.30-38 and Minn. Stat. §299C.58, BCA may provide Governmental Unit with access to the Federal Bureau of Investigation (FBI) National Crime Information Center.
- 2.4 Governmental Unit Policies.** Both the BCA and the FBI's Criminal Justice Information Systems (FBI-CJIS) have policies, regulations and laws on access, use, audit, dissemination, hit confirmation, logging, quality assurance, screening (pre-employment), security, timeliness, training, use of the system, and validation. Governmental Unit has created its own policies to ensure that Governmental Unit's employees and contractors comply with all applicable requirements. Governmental Unit ensures this compliance through appropriate enforcement. These BCA and FBI-CJIS policies and regulations, as amended and updated from time to time, are incorporated into this Agreement by reference. The policies are available at <https://bcanextest.x.state.mn.us/launchpad/>.
- 2.5 Governmental Unit Resources.** To assist Governmental Unit in complying with the federal and state requirements on access to and use of the various systems and tools, information is available at <https://sps.x.state.mn.us/sites/bcaservicecatalog/default.aspx>. Additional information on appropriate use is found in the Minnesota Bureau of Criminal Apprehension Policy on Appropriate Use of Systems and Data available at <https://bcanextest.x.state.mn.us/launchpad/cjisdocs/docs.cgi?cmd=FS&ID=795&TYPE=DOCS>.
- 2.6 Access Granted.**
- A. Governmental Unit is granted permission to use all current and future BCA systems and tools for which Governmental Unit is eligible. Eligibility is dependent on Governmental Unit (i) satisfying all applicable federal or state statutory requirements; (ii) complying with the terms of this Agreement; and (iii) acceptance by BCA of Governmental Unit's written request for use of a specific system or tool.
 - B. To facilitate changes in systems and tools, Governmental Unit grants its Authorized Representative authority to make written requests for those systems and tools provided by BCA that the Governmental Unit needs to meet its criminal justice obligations and for which Governmental Unit is eligible.
- 2.7 Future Access.** On written request from the Governmental Unit, BCA also may provide Governmental Unit with access to those systems or tools which may become available after the signing of this Agreement, to the extent that the access is authorized by applicable state and federal law. Governmental Unit agrees to be bound by the terms and conditions contained in this Agreement that when utilizing new systems or tools provided under this Agreement.
- 2.8 Limitations on Access.** BCA agrees that it will comply with applicable state and federal laws when making information accessible. Governmental Unit agrees that it will comply with applicable state and federal laws when accessing, entering, using, disseminating, and storing data. Each party is responsible for its own compliance with the most current applicable state and federal laws.
- 2.9 Supersedes Prior Agreements.** This Agreement supersedes any and all prior agreements between the BCA and the Governmental Unit regarding access to and use of systems and tools provided by BCA.
- 2.10 Requirement to Update Information.** The parties agree that if there is a change to any of the information whether required by law or this Agreement, the party will send the new information to the other party in writing within 30 days of the change. This clause does not apply to changes in systems or tools provided under this Agreement.

This requirement to give notice additionally applies to changes in the individual or organization serving the Governmental Unit as its prosecutor. Any change in performance of the prosecutorial function must be provided to the BCA in writing by giving notice to the Service Desk, BCA.ServiceDesk@state.mn.us.

- 2.11 Transaction Record.** The BCA creates and maintains a transaction record for each exchange of data utilizing its systems and tools. In order to meet FBI-CJIS requirements and to perform the audits described in Clause 7, there must be a method of identifying which individual users at the Governmental Unit conducted a

particular transaction.

If Governmental Unit uses either direct access as described in Clause 2.2A or indirect access as described in Clause 2.2B, BCA's transaction record meets FBI-CJIS requirements.

When Governmental Unit's method of access is a computer-to-computer interface as described in Clause 2.2C, the Governmental Unit must keep a transaction record sufficient to satisfy FBI-CJIS requirements and permit the audits described in Clause 7 to occur.

If a Governmental Unit accesses data from the Driver and Vehicle Services Division in the Minnesota Department of Public Safety and keeps a copy of the data, Governmental Unit must have a transaction record of all subsequent access to the data that are kept by the Governmental Unit. The transaction record must include the individual user who requested access, and the date, time and content of the request. The transaction record must also include the date, time and content of the response along with the destination to which the data were sent. The transaction record must be maintained for a minimum of six (6) years from the date the transaction occurred and must be made available to the BCA within one (1) business day of the BCA's request.

- 2.12 Court Information Access.** Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Governmental Unit if the Governmental Unit completes the Court Data Services Subscriber Amendment, which upon execution will be incorporated into this Agreement by reference. These BCA systems and tools are identified in the written request made by the Governmental Unit under Clause 2.6 above. The Court Data Services Subscriber Amendment provides important additional terms, including but not limited to privacy (see Clause 8.2, below), fees (see Clause 3 below), and transaction records or logs, that govern Governmental Unit's access to and/or submission of the Court Records delivered through the BCA systems and tools.
- 2.13 Vendor Personnel Screening.** The BCA will conduct all vendor personnel screening on behalf of Governmental Unit as is required by the FBI CJIS Security Policy. The BCA will maintain records of the federal, fingerprint-based background check on each vendor employee as well as records of the completion of the security awareness training that may be relied on by the Governmental Unit.

3 Payment

The Governmental Unit currently accesses the criminal justice data communications network described in Minn. Stat. §299C.46. The bills are sent quarterly for the amount of Three Hundred Ninety Dollars (\$390.00) or a total annual cost of One Thousand Five Hundred Sixty Dollars (\$1,560.00).

The Governmental Unit will identify its contact person for billing purposes, and will provide updated information to BCA's Authorized Representative within ten business days when this information changes.

If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, additional fees, if any, are addressed in that amendment.

4 Authorized Representatives

The BCA's Authorized Representative is the person below, or her successor:

Name: Dana Gotz, Deputy Superintendent
Address: Minnesota Department of Public Safety; Bureau of Criminal Apprehension
1430 Maryland Avenue
Saint Paul, MN 55106

Telephone: 651.793.2007
Email Address: Dana.Gotz@state.mn.us

The Governmental Unit's Authorized Representative is the person below, or his/her successor:

Name: Mike Bestul, Chief
Address: 225 E River Rd
Brainerd, MN 56401
Telephone: 218.829.2805
Email Address: Mike.Bestul@ci.brainerd.mn.us

5 Assignment, Amendments, Waiver, and Agreement Complete

- 5.1 Assignment.** Neither party may assign nor transfer any rights or obligations under this Agreement.
- 5.2 Amendments.** Any amendment to this Agreement, except those described in Clauses 2.6 and 2.7 above must be in writing and will not be effective until it has been signed and approved by the same parties who signed and approved the original agreement, their successors in office, or another individual duly authorized.
- 5.3 Waiver.** If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.
- 5.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6 Liability

Each party will be responsible for its own acts and behavior and the results thereof and shall not be responsible or liable for the other party's actions and consequences of those actions. The Minnesota Torts Claims Act, Minn. Stat. § 3.736 and other applicable laws govern the BCA's liability. The Minnesota Municipal Tort Claims Act, Minn. Stat. Ch. 466 and other applicable laws, governs the Governmental Unit's liability.

7 Audits

- 7.1** Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, internal policies and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA, the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

Under Minn. Stat. § 6.551, the State Auditor may examine the books, records, documents, and accounting procedures and practices of BCA. The examination shall be limited to the books, records, documents, and accounting procedures and practices that are relevant to this Agreement.

- 7.2** Under applicable state and federal law, the Governmental Unit's records are subject to examination by the BCA to ensure compliance with laws, regulations and policies about access, use, and dissemination of data.
- 7.3** If the Governmental Unit accesses federal databases, the Governmental Unit's records are subject to examination by the FBI and BCA; the Governmental Unit will cooperate with FBI and BCA auditors and make any requested data available for review and audit.
- 7.4** If the Governmental Unit accesses state databases, the Governmental Unit's records are subject to examination by the BCA; the Governmental Unit will cooperate with the BCA auditors and make any requested data available for review and audit.
- 7.5** To facilitate the audits required by state and federal law, Governmental Unit is required to have an inventory of the equipment used to access the data covered by this Agreement and the physical location of each.

8 Government Data Practices

- 8.1 BCA and Governmental Unit.** The Governmental Unit and BCA must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data accessible under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The remedies of Minn. Stat. §§ 13.08 and 13.09 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.
- 8.2 Court Records.** If Governmental Unit chooses to execute the Court Data Services Subscriber Amendment referred to in Clause 2.12 in order to access and/or submit Court Records via BCA's systems, the following provisions regarding data practices also apply. The Court is not subject to Minn. Stat. Ch. 13 but is subject to the *Rules of Public Access to Records of the Judicial Branch* promulgated by the Minnesota Supreme Court. All parties acknowledge and agree that Minn. Stat. § 13.03, subdivision 4(e) requires that the BCA and the Governmental Unit comply with the *Rules of Public Access* for those data received from Court under the Court Data Services Subscriber Amendment. All parties also acknowledge and agree that the use of, access to or submission of Court Records, as that term is defined in the Court Data Services Subscriber Amendment, may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law. All parties acknowledge and agree that these applicable restrictions must be followed in the appropriate circumstances.

9 Investigation of Alleged Violations; Sanctions

For purposes of this clause, "Individual User" means an employee or contractor of Governmental Unit.

- 9.1 Investigation.** The Governmental Unit and BCA agree to cooperate in the investigation and possible prosecution of suspected violations of federal and state law referenced in this Agreement. Governmental Unit and BCA agree to cooperate in the investigation of suspected violations of the policies and procedures referenced in this Agreement. When BCA becomes aware that a violation may have occurred, BCA will inform Governmental Unit of the suspected violation, subject to any restrictions in applicable law. When Governmental Unit becomes aware that a violation has occurred, Governmental Unit will inform BCA subject to any restrictions in applicable law.
- 9.2 Sanctions Involving Only BCA Systems and Tools.**
The following provisions apply to BCA systems and tools not covered by the Court Data Services Subscriber Amendment. None of these provisions alter the Governmental Unit internal discipline processes, including those governed by a collective bargaining agreement.
- 9.2.1** For BCA systems and tools that are not covered by the Court Data Services Subscriber Amendment, Governmental Unit must determine if and when an involved Individual User's access to systems or tools is to be temporarily or permanently eliminated. The decision to suspend or terminate access may be made as soon as alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. Governmental Unit must report the status of the Individual User's access to BCA without delay. BCA reserves the right to make a different determination concerning an Individual User's access to systems or tools than that made by Governmental Unit and BCA's determination controls.
- 9.2.2** If BCA determines that Governmental Unit has jeopardized the integrity of the systems or tools covered in this Clause 9.2, BCA may temporarily stop providing some or all the systems or tools under this Agreement until the failure is remedied to the BCA's satisfaction. If Governmental Unit's failure is continuing or repeated, Clause 11.1 does not apply and BCA may terminate this Agreement immediately.
- 9.3 Sanctions Involving Only Court Data Services**
The following provisions apply to those systems and tools covered by the Court Data Services Subscriber Amendment, if it has been signed by Governmental Unit. As part of the agreement between the Court and

the BCA for the delivery of the systems and tools that are covered by the Court Data Services Subscriber Amendment, BCA is required to suspend or terminate access to or use of the systems and tools either on its own initiative or when directed by the Court. The decision to suspend or terminate access may be made as soon as an alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. The decision to suspend or terminate may also be made based on a request from the Authorized Representative of Governmental Unit. The agreement further provides that only the Court has the authority to reinstate access and use.

9.3.1 Governmental Unit understands that if it has signed the Court Data Services Subscriber Amendment and if Governmental Unit's Individual Users violate the provisions of that Amendment, access and use will be suspended by BCA or Court. Governmental Unit also understands that reinstatement is only at the direction of the Court.

9.3.2 Governmental Unit further agrees that if Governmental Unit believes that one or more of its Individual Users have violated the terms of the Amendment, it will notify BCA and Court so that an investigation as described in Clause 9.1 may occur.

10 Venue

Venue for all legal proceedings involving this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11 Termination

11.1 Termination. The BCA or the Governmental Unit may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party's Authorized Representative.

11.2 Termination for Insufficient Funding. Either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the other party's authorized representative. The Governmental Unit is not obligated to pay for any services that are provided after notice and effective date of termination. However, the BCA will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Neither party will be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. Notice of the lack of funding must be provided within a reasonable time of the affected party receiving that notice.

12 Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: Liability; Audits; Government Data Practices; 9. Investigation of Alleged Violations; Sanctions; and Venue.

THE BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK

The Parties indicate their agreement and authority to execute this Agreement by signing below.

1. GOVERNMENTAL UNIT

Name: DAVID BADEAUX
(PRINTED)

Signed: _____

Title: MAYOR, CITY OF BRAINERD
(with delegated authority)

Date: _____

Name: JENNIFER BERGMAN
(PRINTED)

Signed: _____

Title: CITY ADMINISTRATOR
(with delegated authority)

Date: _____

2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

Date: _____

COURT DATA SERVICES SUBSCRIBER AMENDMENT TO CJDN SUBSCRIBER AGREEMENT

This Court Data Services Subscriber Amendment (“Subscriber Amendment”) is entered into by the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension, (“BCA”) and the City of Brainerd on behalf of its Police Department (“Agency”), and by and for the benefit of the State of Minnesota acting through its State Court Administrator’s Office (“Court”) who shall be entitled to enforce any provisions hereof through any legal action against any party.

Recitals

This Subscriber Amendment modifies and supplements the Agreement between the BCA and Agency, SWIFT Contract number 191903, of even or prior date, for Agency use of BCA systems and tools (referred to herein as “the CJDN Subscriber Agreement”). Certain BCA systems and tools that include access to and/or submission of Court Records may only be utilized by the Agency if the Agency completes this Subscriber Amendment. The Agency desires to use one or more BCA systems and tools to access and/or submit Court Records to assist the Agency in the efficient performance of its duties as required or authorized by law or court rule. Court desires to permit such access and/or submission. This Subscriber Amendment is intended to add Court as a party to the CJDN Subscriber Agreement and to create obligations by the Agency to the Court that can be enforced by the Court. It is also understood that, pursuant to the Master Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers (“Master Authorization Agreement”) between the Court and the BCA, the BCA is authorized to sign this Subscriber Amendment on behalf of Court. Upon execution the Subscriber Amendment will be incorporated into the CJDN Subscriber Agreement by reference. The BCA, the Agency and the Court desire to amend the CJDN Subscriber Agreement as stated below.

The CJDN Subscriber Agreement is amended by the addition of the following provisions:

1. **TERM; TERMINATION; ONGOING OBLIGATIONS.** This Subscriber Amendment shall be effective on the date finally executed by all parties and shall remain in effect until expiration or termination of the CJDN Subscriber Agreement unless terminated earlier as provided in this Subscriber Amendment. Any party may terminate this Subscriber Amendment with or without cause by giving written notice to all other parties. The effective date of the termination shall be thirty days after the other party's receipt of the notice of termination, unless a later date is specified in the notice. The provisions of sections 5 through 9, 12.b., 12.c., and 15 through 24 shall survive any termination of this Subscriber Amendment as shall any other provisions which by their nature are intended or expected to survive such termination. Upon termination, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

2. **Definitions.** Unless otherwise specifically defined, each term used herein shall have the meaning assigned to such term in the CJDN Subscriber Agreement.

a. **“Authorized Court Data Services”** means Court Data Services that have been authorized for delivery to CJDN Subscribers via BCA systems and tools pursuant to an Authorization Amendment to the Joint Powers Agreement for Delivery of Court Data Services to CJDN Subscribers (“Master Authorization Agreement”) between the Court and the BCA.

b. **“Court Data Services”** means one or more of the services set forth on the Justice Agency Resource webpage of the Minnesota Judicial Branch website (for which the current address is www.courts.state.mn.us) or other location designated by the Court, as the same may be amended from time to time by the Court.

c. **“Court Records”** means all information in any form made available by the Court to Subscriber through the BCA for the purposes of carrying out this Subscriber Amendment, including:

- i. **“Court Case Information”** means any information in the Court Records that conveys information about a particular case or controversy, including without limitation Court Confidential Case Information, as defined herein.
- ii. **“Court Confidential Case Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that conveys information about a particular case or controversy.
- iii. **“Court Confidential Security and Activation Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access and that explains how to use or gain access to Court Data Services, including but not limited to login account names, passwords, TCP/IP addresses, Court Data Services user manuals, Court Data Services Programs, Court Data Services Databases, and other technical information.
- iv. **“Court Confidential Information”** means any information in the Court Records that is inaccessible to the public pursuant to the Rules of Public Access, including without limitation both i) Court Confidential Case Information; and ii) Court Confidential Security and Activation Information.

d. **“DCA”** shall mean the district courts of the state of Minnesota and their respective staff.

e. **“Policies & Notices”** means the policies and notices published by the Court in connection with each of its Court Data Services, on a website or other location designated by the Court, as the same may be amended from time to time by the Court. Policies & Notices for each Authorized Court Data Service identified in an approved request form under section 3, below, are hereby made part of this Subscriber Amendment by this reference and provide additional terms and conditions that govern Subscriber’s use of Court Records accessed through such services, including but not limited to provisions on access and use limitations.

f. **“Rules of Public Access”** means the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court, as the same may be amended from time to time, including without limitation lists or tables published from time to time by the Court entitled *Limits on Public Access to Case Records* or *Limits on Public Access to Administrative Records*, all of which by this reference are made a part of this Subscriber Amendment. It is the obligation of Subscriber to check from time to time for updated rules, lists, and tables and be familiar with the contents thereof. It is contemplated that such rules, lists, and tables will be posted on the Minnesota Judicial Branch website, for which the current address is www.courts.state.mn.us.

g. **“Court”** shall mean the State of Minnesota, State Court Administrator's Office.

h. **“Subscriber”** shall mean the Agency.

i. **“Subscriber Records”** means any information in any form made available by the Subscriber to the Court for the purposes of carrying out this Subscriber Amendment.

3. REQUESTS FOR AUTHORIZED COURT DATA SERVICES. Following execution of this Subscriber Amendment by all parties, Subscriber may submit to the BCA one or more separate requests for Authorized Court Data Services. The BCA is authorized in the Master Authorization Agreement to process, credential and approve such requests on behalf of Court and all such requests approved by the BCA are adopted and incorporated herein by this reference the same as if set forth verbatim herein.

a. **Activation.** Activation of the requested Authorized Court Data Service(s) shall occur promptly following approval.

b. **Rejection.** Requests may be rejected for any reason, at the discretion of the BCA and/or the Court.

c. **Requests for Termination of One or More Authorized Court Data Services.** The Subscriber may request the termination of an Authorized Court Data Services previously requested by submitting a notice to Court with a copy to the BCA. Promptly upon receipt of a request for termination of an Authorized Court Data Service, the BCA will deactivate the service requested. The termination of one or more Authorized Court Data Services does not terminate this Subscriber Amendment. Provisions for termination of this Subscriber Amendment are set forth in section 1. Upon termination of Authorized Court Data Services, the Subscriber shall perform the responsibilities set forth in paragraph 7(f) hereof.

4. SCOPE OF ACCESS TO COURT RECORDS LIMITED. Subscriber's access to and/or submission of the Court Records shall be limited to Authorized Court Data Services identified in an approved request form under section 3, above, and other Court Records necessary for Subscriber to use Authorized Court Data Services. Authorized Court Data Services shall only be used according to the instructions provided in corresponding Policies & Notices or other materials and only as necessary to assist Subscriber in the efficient performance of Subscriber's duties

required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body. Subscriber's access to the Court Records for personal or non-official use is prohibited. Subscriber will not use or attempt to use Authorized Court Data Services in any manner not set forth in this Subscriber Amendment, Policies & Notices, or other Authorized Court Data Services documentation, and upon any such unauthorized use or attempted use the Court may immediately terminate this Subscriber Amendment without prior notice to Subscriber.

5. GUARANTEES OF CONFIDENTIALITY. Subscriber agrees:

a. To not disclose Court Confidential Information to any third party except where necessary to carry out the Subscriber's duties as required or authorized by law or court rule in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body.

b. To take all appropriate action, whether by instruction, agreement, or otherwise, to insure the protection, confidentiality and security of Court Confidential Information and to satisfy Subscriber's obligations under this Subscriber Amendment.

c. To limit the use of and access to Court Confidential Information to Subscriber's bona fide personnel whose use or access is necessary to effect the purposes of this Subscriber Amendment, and to advise each individual who is permitted use of and/or access to any Court Confidential Information of the restrictions upon disclosure and use contained in this Subscriber Amendment, requiring each individual who is permitted use of and/or access to Court Confidential Information to acknowledge in writing that the individual has read and understands such restrictions. Subscriber shall keep such acknowledgements on file for one year following termination of the Subscriber Amendment and/or CJDN Subscriber Agreement, whichever is longer, and shall provide the Court with access to, and copies of, such acknowledgements upon request. For purposes of this Subscriber Amendment, Subscriber's bona fide personnel shall mean individuals who are employees of Subscriber or provide services to Subscriber either on a voluntary basis or as independent contractors with Subscriber.

d. That, without limiting section 1 of this Subscriber Amendment, the obligations of Subscriber and its bona fide personnel with respect to the confidentiality and security of Court Confidential Information shall survive the termination of this Subscriber Amendment and the CJDN Subscriber Agreement and the termination of their relationship with Subscriber.

e. That, notwithstanding any federal or state law applicable to the nondisclosure obligations of Subscriber and Subscriber's bona fide personnel under this Subscriber Amendment, such obligations of Subscriber and Subscriber's bona fide personnel are founded independently on the provisions of this Subscriber Amendment.

6. APPLICABILITY TO PREVIOUSLY DISCLOSED COURT RECORDS. Subscriber acknowledges and agrees that all Authorized Court Data Services and related Court Records disclosed to Subscriber prior to the effective date of this Subscriber Amendment shall be subject to the provisions of this Subscriber Amendment.

7. LICENSE AND PROTECTION OF PROPRIETARY RIGHTS. During the term of this Subscriber Amendment, subject to the terms and conditions hereof, the Court hereby grants to Subscriber a nonexclusive, nontransferable, limited license to use Court Data Services Programs and Court Data Services Databases to access or receive the Authorized Court Data Services identified in an approved request form under section 3, above, and related Court Records. Court reserves the right to make modifications to the Authorized Court Data Services, Court Data Services Programs, and Court Data Services Databases, and related materials without notice to Subscriber. These modifications shall be treated in all respects as their previous counterparts.

a. Court Data Services Programs. Court is the copyright owner and licensor of the Court Data Services Programs. The combination of ideas, procedures, processes, systems, logic, coherence and methods of operation embodied within the Court Data Services Programs, and all information contained in documentation pertaining to the Court Data Services Programs, including but not limited to manuals, user documentation, and passwords, are trade secret information of Court and its licensors.

b. Court Data Services Databases. Court is the copyright owner and licensor of the Court Data Services Databases and of all copyrightable aspects and components thereof. All specifications and information pertaining to the Court Data Services Databases and their structure, sequence and organization, including without limitation data schemas such as the Court XML Schema, are trade secret information of Court and its licensors.

c. Marks. Subscriber shall neither have nor claim any right, title, or interest in or use of any trademark used in connection with Authorized Court Data Services, including but not limited to the marks "MNCIS" and "Odyssey."

d. Restrictions on Duplication, Disclosure, and Use. Trade secret information of Court and its licensors will be treated by Subscriber in the same manner as Court Confidential Information. In addition, Subscriber will not copy any part of the Court Data Services Programs or Court Data Services Databases, or reverse engineer or otherwise attempt to discern the source code of the Court Data Services Programs or Court Data Services Databases, or use any trademark of Court or its licensors, in any way or for any purpose not specifically and expressly authorized by this Subscriber Amendment. As used herein, "trade secret information of Court and its licensors" means any information possessed by Court which derives independent economic value from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use. "Trade secret information of Court and its licensors" does not, however, include information which was known to Subscriber prior to Subscriber's receipt thereof, either directly or indirectly, from Court or its licensors, information which is independently developed by Subscriber without reference to or use of information received from Court or its licensors, or information which would not qualify as a trade secret under Minnesota law. It will not be a violation of this section 7, sub-section d, for Subscriber to make up to one copy of training materials and configuration documentation, if any, for each individual authorized to access, use, or configure Authorized Court Data Services, solely for its own use in connection with this Subscriber Amendment. Subscriber will take all steps reasonably necessary to protect the copyright, trade secret, and trademark rights of Court and its licensors and Subscriber will advise its bona fide personnel who are permitted access to any of the Court Data Services Programs and Court Data Services Databases, and trade secret information of Court and its licensors, of the restrictions upon duplication, disclosure and use contained in this Subscriber Amendment.

e. Proprietary Notices. Subscriber will not remove any copyright or proprietary notices included in and/or on the Court Data Services Programs or Court Data Services Databases, related documentation, or trade secret information of Court and its licensors, or any part thereof, made available by Court directly or through the BCA, if any, and Subscriber will include in and/or on any copy of the Court Data Services Programs or Court Data Services Databases, or trade secret information of Court and its licensors and any documents pertaining thereto, the same copyright and other proprietary notices as appear on the copies made available to Subscriber by Court directly or through the BCA, except that copyright notices shall be updated and other proprietary notices added as may be appropriate.

f. Title; Return. The Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration material, if any, and logon account information and passwords, if any, made available by the Court to Subscriber directly or through the BCA and all copies, including partial copies, thereof are and remain the property of the respective licensor. Except as expressly provided in section 12.b., within ten days of the effective date of termination of this Subscriber Amendment or the CJDN Subscriber Agreement or within ten days of a request for termination of Authorized Court Data Service as described in section 4, Subscriber shall either: (i) uninstall and return any and all copies of the applicable Court Data Services Programs and Court Data Services Databases, and related documentation, including but not limited to training and configuration materials, if any, and logon account information, if any; or (2) destroy the same and certify in writing to the Court that the same have been destroyed.

8. INJUNCTIVE RELIEF. Subscriber acknowledges that the Court, Court's licensors, and DCA will be irreparably harmed if Subscriber's obligations under this Subscriber Amendment are not specifically enforced and that the Court, Court's licensors, and DCA would not have an adequate remedy at law in the event of an actual or threatened violation by Subscriber of its obligations. Therefore, Subscriber agrees that the Court, Court's licensors, and DCA shall be entitled to an injunction or any appropriate decree of specific performance for any actual or threatened violations or breaches by Subscriber or its bona fide personnel without the necessity of the Court, Court's licensors, or DCA showing actual damages or that monetary damages would not afford an adequate remedy. Unless Subscriber is an office, officer, agency, department, division, or bureau of the state of Minnesota, Subscriber shall be liable to the Court, Court's licensors, and DCA for reasonable attorneys fees incurred by the Court, Court's licensors, and DCA in obtaining any relief pursuant to this Subscriber Amendment.

9. LIABILITY. Subscriber and the Court agree that, except as otherwise expressly provided herein, each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. Liability shall be governed by applicable law. Without limiting the foregoing, liability of the Court and any Subscriber that is an office, officer, agency, department, division, or bureau of the state of Minnesota shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, section 3.376, and other applicable law. Without limiting the foregoing, if Subscriber is a political subdivision of the state of Minnesota, liability of the Subscriber shall be governed by the provisions of Minn. Stat. Ch. 466 (Tort Liability, Political Subdivisions) or other applicable law. Subscriber and Court further acknowledge that the liability, if any, of the BCA is governed by a separate agreement between the Court and the BCA dated December 13, 2010 with DPS-M -0958.

10. AVAILABILITY. Specific terms of availability shall be established by the Court and communicated to Subscriber by the Court and/or the BCA. The Court reserves the right to terminate this Subscriber Amendment immediately and/or temporarily suspend Subscriber's Authorized Court Data Services in the event the capacity of any host computer system or legislative appropriation of funds is determined solely by the Court to be insufficient to meet the computer needs of the courts served by the host computer system.

11. [reserved]

12. ADDITIONAL USER OBLIGATIONS. The obligations of the Subscriber set forth in this section are in addition to the other obligations of the Subscriber set forth elsewhere in this Subscriber Amendment.

a. Judicial Policy Statement. Subscriber agrees to comply with all policies identified in Policies & Notices applicable to Court Records accessed by Subscriber using Authorized Court Data Services. Upon failure of the Subscriber to comply with such policies, the Court shall have the option of immediately suspending the Subscriber's Authorized Court Data Services on a temporary basis and/or immediately terminating this Subscriber Amendment.

b. Access and Use; Log. Subscriber shall be responsible for all access to and use of Authorized Court Data Services and Court Records by Subscriber's bona fide personnel or by means of Subscriber's equipment or passwords, whether or not Subscriber has knowledge of or authorizes such access and use. Subscriber shall also maintain a log identifying all persons to whom Subscriber has disclosed its Court Confidential Security and Activation Information, such as user ID(s) and password(s), including the date of such disclosure. Subscriber shall maintain such logs for a minimum period of six years from the date of disclosure, and shall provide the Court with access to, and copies of, such logs upon request. The Court may conduct audits of Subscriber's logs and use of Authorized Court Data Services and Court Records from time to time. Upon Subscriber's failure to maintain such logs, to maintain accurate logs, or to promptly provide access by the Court to such logs, the Court may terminate this Subscriber Amendment without prior notice to Subscriber.

c. Personnel. Subscriber agrees to investigate, at the request of the Court and/or the BCA, allegations of misconduct pertaining to Subscriber's bona fide personnel having access to or use of Authorized Court Data Services, Court Confidential Information, or trade secret information of the Court and its licensors where such persons are alleged to have violated the provisions of this Subscriber Amendment, Policies & Notices, Judicial Branch policies, or other security requirements or laws regulating access to the Court Records.

d. Minnesota Data Practices Act Applicability. If Subscriber is a Minnesota Government entity that is subject to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, Subscriber acknowledges and agrees that: (1) the Court is not subject to Minn. Stat. Ch. 13 (see section 13.90) but is subject to the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court; (2) Minn. Stat. section 13.03, subdivision 4(e) requires that Subscriber comply with the Rules of Public Access and other rules promulgated by the Minnesota Supreme Court for access to Court Records provided via the

BCA systems and tools under this Subscriber Amendment; (3) the use of and access to Court Records may be restricted by rules promulgated by the Minnesota Supreme Court, applicable state statute or federal law; and (4) these applicable restrictions must be followed in the appropriate circumstances.

13. FEES; INVOICES. Unless the Subscriber is an office, officer, department, division, agency, or bureau of the state of Minnesota, Subscriber shall pay the fees, if any, set forth in applicable Policies & Notices, together with applicable sales, use or other taxes. Applicable monthly fees commence ten (10) days after notice of approval of the request pursuant to section 3 of this Subscriber Amendment or upon the initial Subscriber transaction as defined in the Policies & Notices, whichever occurs earlier. When fees apply, the Court shall invoice Subscriber on a monthly basis for charges incurred in the preceding month and applicable taxes, if any, and payment of all amounts shall be due upon receipt of invoice. If all amounts are not paid within 30 days of the date of the invoice, the Court may immediately cancel this Subscriber Amendment without notice to Subscriber and pursue all available legal remedies. Subscriber certifies that funds have been appropriated for the payment of charges under this Subscriber Amendment for the current fiscal year, if applicable.

14. MODIFICATION OF FEES. Court may modify the fees by amending the Policies & Notices as provided herein, and the modified fees shall be effective on the date specified in the Policies & Notices, which shall not be less than thirty days from the publication of the Policies & Notices. Subscriber shall have the option of accepting such changes or terminating this Subscriber Amendment as provided in section 1 hereof.

15. WARRANTY DISCLAIMERS.

a. WARRANTY EXCLUSIONS. EXCEPT AS SPECIFICALLY AND EXPRESSLY PROVIDED HEREIN, COURT, COURT'S LICENSORS, AND DCA MAKE NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY, NOR ARE ANY WARRANTIES TO BE IMPLIED, WITH RESPECT TO THE INFORMATION, SERVICES OR COMPUTER PROGRAMS MADE AVAILABLE UNDER THIS AGREEMENT.

b. ACCURACY AND COMPLETENESS OF INFORMATION. WITHOUT LIMITING THE GENERALITY OF THE PRECEDING PARAGRAPH, COURT, COURT'S LICENSORS, AND DCA MAKE NO WARRANTIES AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION CONTAINED IN THE COURT RECORDS.

16. RELATIONSHIP OF THE PARTIES. Subscriber is an independent contractor and shall not be deemed for any purpose to be an employee, partner, agent or franchisee of the Court, Court's licensors, or DCA. Neither Subscriber nor the Court, Court's licensors, or DCA shall have the right nor the authority to assume, create or incur any liability or obligation of any kind, express or implied, against or in the name of or on behalf of the other.

17. NOTICE. Except as provided in section 2 regarding notices of or modifications to Authorized Court Data Services and Policies & Notices, any notice to Court or Subscriber

hereunder shall be deemed to have been received when personally delivered in writing or seventy-two (72) hours after it has been deposited in the United States mail, first class, proper postage prepaid, addressed to the party to whom it is intended at the address set forth on page one of this Agreement or at such other address of which notice has been given in accordance herewith.

18. NON-WAIVER. The failure by any party at any time to enforce any of the provisions of this Subscriber Amendment or any right or remedy available hereunder or at law or in equity, or to exercise any option herein provided, shall not constitute a waiver of such provision, remedy or option or in any way affect the validity of this Subscriber Amendment. The waiver of any default by either Party shall not be deemed a continuing waiver, but shall apply solely to the instance to which such waiver is directed.

19. FORCE MAJEURE. Neither Subscriber nor Court shall be responsible for failure or delay in the performance of their respective obligations hereunder caused by acts beyond their reasonable control.

20. SEVERABILITY. Every provision of this Subscriber Amendment shall be construed, to the extent possible, so as to be valid and enforceable. If any provision of this Subscriber Amendment so construed is held by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, such provision shall be deemed severed from this Subscriber Amendment, and all other provisions shall remain in full force and effect.

21. ASSIGNMENT AND BINDING EFFECT. Except as otherwise expressly permitted herein, neither Subscriber nor Court may assign, delegate and/or otherwise transfer this Subscriber Amendment or any of its rights or obligations hereunder without the prior written consent of the other. This Subscriber Amendment shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns, including any other legal entity into, by or with which Subscriber may be merged, acquired or consolidated.

22. GOVERNING LAW. This Subscriber Amendment shall in all respects be governed by and interpreted, construed and enforced in accordance with the laws of the United States and of the State of Minnesota.

23. VENUE AND JURISDICTION. Any action arising out of or relating to this Subscriber Amendment, its performance, enforcement or breach will be venued in a state or federal court situated within the State of Minnesota. Subscriber hereby irrevocably consents and submits itself to the personal jurisdiction of said courts for that purpose.

24. INTEGRATION. This Subscriber Amendment contains all negotiations and agreements between the parties. No other understanding regarding this Subscriber Amendment, whether written or oral, may be used to bind either party, provided that all terms and conditions of the CJDN Subscriber Agreement and all previous amendments remain in full force and effect except as supplemented or modified by this Subscriber Amendment.

IN WITNESS WHEREOF, the Parties have, by their duly authorized officers, executed this Subscriber Amendment in duplicate, intending to be bound thereby.

1. SUBSCRIBER (AGENCY)

Subscriber must attach written verification of authority to sign on behalf of and bind the entity, such as an opinion of counsel or resolution.

Name: DAVID BADEAUX
(PRINTED)

Signed: _____

Title: MAYOR, CITY OF BRAINERD
(with delegated authority)

Date: _____

Name: JENNIFER BERGMAN
(PRINTED)

Signed: _____

Title: CITY ADMINISTRATOR
(with delegated authority)

Date: _____

2. DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with delegated authority)

Date: _____

3. COMMISSIONER OF ADMINISTRATION delegated to Materials Management Division

By: _____

Date: _____

4. COURTS

Authority granted to Bureau of Criminal Apprehension

Name: _____
(PRINTED)

Signed: _____

Title: _____
(with authorized authority)

Date: _____



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (“MOA”) is hereby entered into between the City of Brainerd (hereinafter, “City”) and International Brotherhood of Electrical Workers Local Union #31 (hereinafter, “Union”), on behalf of the Brainerd Public Utilities (“BPU”) bargaining unit. The City and the Union are hereinafter referred to collectively as the “parties,” and individually as a “party.”

WHEREAS, the City and the Union are parties to a collective bargaining agreement (“CBA”), governed by the Minnesota Public Employment Labor Relations Act (“as amended”);

WHEREAS, Jana Pernula is currently employed as an Accountant 1 at BPU, a position which is part of the BPU bargaining unit identified in the CBA;

WHEREAS, Ms. Pernula has been offered, and has accepted, a position as BPU’s Accounting Supervisor, a position which is not part of the BPU bargaining unit identified in the CBA.

WHEREAS, the parties recognize that it will take time for Ms. Pernula to be trained in the role of the BPU Accounting Supervisor, as well as time for BPU to hire and train a new Accountant 1;

WHEREAS, the parties desire to for the work completed by the Accountant 1 to continue uninterrupted during the training period described above; and

WHEREAS, the parties anticipate that the training period described above will be complete by March 25, 2022.

NOW, THEREFORE, the parties agree as follows:

1. Duration. This MOA will be in effect from the date of its execution by the parties until March 25, 2022. The MOA will not continue beyond March 25, 2022, unless extended in a writing signed by both parties. At its sole discretion, the City may terminate the MOA prior to March 25, 2022, by giving written notice to the Union, if the City deems, in its sole discretion, that Ms. Pernula has been fully trained in the Accounting Supervisor position and that new Accountant 1 has been fully trained as well.
2. Performance of Accountant I Work. The parties further understand and agree that it is necessary for Ms. Pernula to continue to perform Accountant 1 work during the term of this MOA in order to ensure continuity of services provided by BPU. The Union agrees that, during the term of this MOA, Ms. Pernula may continue to

perform Accountant 1 work, including, but not limited to, processing City/BPU bills, sales tax computation, refunds and miscellaneous billing, and cash collections, without her performance of such work being deemed to be in violation of the CBA or an unfair labor practice. The Union further agrees that the City is not required to offer any other bargaining unit member overtime to complete the Accountant work before assigning those tasks to Ms. Pernula or allowing her to complete them.

3. Non-Precedential. The parties acknowledge that this MOA shall not be deemed to constitute a precedent or create a past practice which would be applicable to any other member of the bargaining unit or classification identified in the CBA or be admissible in any arbitration proceeding or other proceeding involving a dispute between the parties as evidence of a precedent or past practice. This MOA may not be used as evidence—whether in negotiations, arbitration, or other proceeding—or otherwise be used in any manner to interpret the CBA, or to seek similar benefits for any City employee(s) other than Ms. Pernula, either through arbitration, negotiation, or other means.
4. Complete Agreement. The terms of this MOA are contractual and supersede any and all prior agreements between the parties relating to the subject matter of this MOA. No waiver or modification of any provision of this MOA is valid unless it is in writing and signed by all parties.
5. Equal Drafting. This MOA shall be construed to have been drafted equally by the parties.

By signing below, each party specifically acknowledges that it has read this Memorandum of Agreement and that it understands and agrees it is legally bound by all terms of the Memorandum of Agreement.

IN WITNESS whereof the parties have hereunto set their hands the date and year affixed below.

FOR THE CITY OF BRAINERD

FOR INTERNATIONAL
BROTHERHOOD OF ELECTRICAL
WORKERS, LOCAL NO. 31

Jennifer Bergman, City Administrator

Will Keyes, Business Manager

Date:

Date:



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

RESOLUTION
NO. XX:21

**A RESOLUTION AUTHORIZING
SUBMISSION OF DATA TO THE STATE TO OBTAIN
CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS UNDER
THE AMERICAN RESCUE PLAN ACT**

WHEREAS, since the first case of coronavirus disease 2019 (COVID-19) was discovered in the United States in January 2020, the disease has infected over 32 million and killed over 575,000 Americans (“Pandemic”). The disease has impacted every part of life: as social distancing became a necessity, businesses closed, schools transitioned to remote education, travel was sharply reduced, and millions of Americans lost their jobs;

WHEREAS, as a result of the Pandemic cities have been called on to respond to the needs of their communities through the prevention, treatment, and vaccination of COVID-19.

WHEREAS, city revenues, businesses and nonprofits in the city have faced economic impacts due to the Pandemic.

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 (“ARPA”) which included \$65 billion in recovery funds for cities across the country.

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

WHEREAS, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds.

WHEREAS, the City, in response to the Pandemic, has had expenditures and anticipates future expenditures consistent with the Department of Treasury’s ARPA guidance.

WHEREAS, the State of Minnesota will distribute ARPA funds to the City because its population is less than 50,000.

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

1. The City intends to collect its share of ARPA funds from the State of Minnesota to use in a manner consistent with the Department of Treasury’s guidance.
2. City staff, together with the Mayor and the City Attorney are hereby authorized to take any actions necessary to receive the City’s share of ARPA funds from the State of Minnesota for expenses incurred because of the Pandemic.

3. The City Administrator and Finance Director will be the contacts for submitting and receiving ARPA funding from the State of Minnesota.

Adopted this ____ day of _____, 2021.

KELLY BEVANS
President of the Council

Approved this ____ day of _____, 2021.

DAVE BADEAUX
Mayor

ATTEST:

JENNIFER BERGMAN
City Administrator