

CITY COUNCIL AGENDA

Brainerd, Minnesota

August 16th, 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: 146 463 4734

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:

081621 COUNCIL INV REGISTER.pdf

07-2021 PREPAID INV REGISTER.pdf

B. Approval Of Minutes

Regular City Council Meeting August 2nd, 2021

MNDOT Joint Presentation August 2nd, 2021

Documents:

20210802_CC Draft.pdf

20210802_CC Joint Presentation.pdf

C. Approval Of Licenses

Contractor Licenses- 1

Documents:

20210810 Contractor Licenses.pdf

D. Department Activity Reports

1. Police Chief
2. Financial Report

Documents:

PD Report July.pdf

E. Temporary On-Sale Liquor License Application- Submitted By Brainerd Jaycee's For A Community Event- Brainerd Jaycee's Street Fest To Be Held September 25th, 2021

F. Minnesota Lawful Gambling Application For Exempt Permit- Submitted By Central Lakes College Foundation, 501 West College Dr, Brainerd, MN 56401

6. Council Committee Reports

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

WebEx Teleconference Information

- Call Toll-Free: 1-844-992-4726
- Access Code: 146 618 3969

Documents:

08-16 SPW Agenda.pdf

1. Consider Policy Creation And Street Light Request - 1604 14th Avenue NE

Documents:

Street Light Request and Policy.pdf

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

WebEx Teleconference Information

- Call Toll-Free: 1-844-992-4726
- Access Code: 146 286 8785

Documents:

08-16 PF Agenda.pdf

1. Fire Department Relief Association -- Annual Report

Documents:

Fire Relief Assoc.pdf

2. Cable TV Committee Recommendation For PEG Channel

Documents:

Cable TV Committee Recommendation.pdf

3. Discussion Of Assessments At 711 12th Ave NE - PID 41190601

Documents:

Assessments - 711 12th Ave NE.pdf

4. Request For Sesquicentennial Purchase

Documents:

Request for Sesquicentennial Purchases.pdf

5. Consider Resolution To Establish A Fire Escrow Account

Documents:

Consideration for Resolution Establishing Fire Escrow Account.pdf

6. Approval Of Loan Subordination

Documents:

Loan Subordination.pdf

7. 2020 Tax Increment Financing (TIF) Report Summary - Informational

Documents:

Annual TIF Report.pdf

7. Unfinished Business

- A. **Final Reading - Proposed Ordinance No. 1519 - An Interim Ordinance Placing A Temporary Moratorium On Applications To Amend The Zoning Ordinance Including The Official Zoning Map Of The City And Directing That Studies Of Official Controls Related Thereto Be Conducted**

Documents:

7506.pdf

B. Consideration For Conditional Use Permit For The Operation Of A Private Learning Center At 310 N. 7th St.

Documents:

Consideration for CUP at 310 N 7th St.pdf

**C. Call For Applicants - Informational
(Applications Available on the City's Website)
(<http://www.ci.brainerd.mn.us/>)**

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

Cable TV Advisory Committee - 1 term (Expire 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

8. New Business

A. Adoption Of Resolution Providing For The Issuance And Sale Of General Obligation Bonds, Series 2021A, In The Proposed Aggregate Principal Amount Of \$7,880,000

Documents:

RES- State Bonding 2021A.pdf

9. Public Forum

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

10. Staff Reports

(Verbal: Any Updates since Packet)

11. Mayor's Report

12. Council Member Reports

13. Adjourn To Council Budget Workshop On Monday, August 30, 2021
At 6:00 Pm

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

WebEx Teleconference Call In Info:

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

Access Code: 146 286 8785

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

WebEx Teleconference Call In Info:

Call Toll-Free: 844-992-4726

Access Code: 146 618 3969

Visit the City's Website at www.ci.brainerd.mn.us

MISSION

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

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

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EXP CHECK RUN DATES 08/16/2021 - 08/16/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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:							
299107							
67080	ACE HARDWARE	08/02/2021	08/18/2021	5.38	5.38	Open	N
	BLACK SPRAYPAINT	pziemer					08/18/2021
401-9030-43430	MISCELLANEOUS			5.38			
299011							
67081	ACE HARDWARE	07/29/2021	08/18/2021	8.67	8.67	Open	N
	KEYS & ID LABELS	pziemer					08/18/2021
225-2120-42210	OPERATING SUPPLIES			8.67			
299029							
67082	ACE HARDWARE	07/29/2021	08/18/2021	19.79	19.79	Open	N
	LAWN CARE SUPPLIES	pziemer					08/18/2021
225-2120-42220	REPAIR & MAINT			19.79			
299116							
67083	ACE HARDWARE	08/02/2021	08/18/2021	23.94	23.94	Open	N
	SQUAD KEYS	pziemer					08/18/2021
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			23.94			
299186							
67112	ACE HARDWARE	08/04/2021	08/18/2021	0.95	0.95	Open	N
	SWEEPER 111 LUBE PORT	pziemer					08/18/2021
235-3100-42220	REPAIR & MAINT			0.95			
299147							
67128	ACE HARDWARE	08/03/2021	08/18/2021	10.79	10.79	Open	N
	HANGING STRIPS	pziemer					08/18/2021
225-2120-42240	SMALL TOOLS			10.79			
299215							
67129	ACE HARDWARE	08/04/2021	08/18/2021	14.95	14.95	Open	N
	MESSAGE TRAILER KEYS	pziemer					08/18/2021
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			14.95			
299315							
67316	ACE HARDWARE	08/09/2021	08/18/2021	42.27	42.27	Open	N
	SMALL TOOLS	pziemer					08/18/2021
401-9030-43430-20:05	MISCELLANEOUS			42.27			
299330							
67318	ACE HARDWARE	08/09/2021	08/18/2021	20.68	20.68	Open	N
	HOSE AND SPRAY NOZZLE	pziemer					08/18/2021
225-2120-42240	SMALL TOOLS			20.68			
299341							
67327	ACE HARDWARE	08/09/2021	08/18/2021	3.20	3.20	Open	N
	SWEEPERS 111 & 118 FASTENERS	pziemer					08/18/2021
235-3100-42220	REPAIR & MAINT			3.20			

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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						
299401							
67335	ACE HARDWARE	08/11/2021	08/18/2021	25.56	25.56	Open	N
	MAILBOX NUMBERS	pziemer					08/18/2021
	235-3100-42220 REPAIR & MAINT			25.56			
299399							
67336	ACE HARDWARE	08/11/2021	08/18/2021	158.32	158.32	Open	N
	MADISON STREET MAILBOXES	pziemer					08/18/2021
	235-3100-42220 REPAIR & MAINT			158.32			
	Total for vendor 0011 - ACE HARDWARE:			334.50	334.50		

Vendor 2902 - ADVANCE AUTO PA:

6574121688683							
67113	ADVANCE AUTO PARTS	08/04/2021	08/18/2021	6.28	6.28	Open	N
	OIL FILTER RE-STOCK	pziemer					08/18/2021
	235-3100-42220 REPAIR & MAINT			6.28			
6574121788733							
67135	ADVANCE AUTO PARTS	08/05/2021	08/18/2021	18.38	18.38	Open	N
	MAGNETIC RETRIEVER	pziemer					08/18/2021
	235-3100-42220 REPAIR & MAINT			18.38			
6574121788732							
67136	ADVANCE AUTO PARTS	08/05/2021	08/18/2021	9.56	9.56	Open	N
	TRUCK 160 STROBE ROCKER SWITCH	pziemer					08/18/2021
	235-3100-42220 REPAIR & MAINT			9.56			
6574121788738							
67140	ADVANCE AUTO PARTS	08/05/2021	08/18/2021	4.54	4.54	Open	N
	TRUCK 160 INLINE STROBE FUSE	pziemer					08/18/2021
	235-3100-42220 REPAIR & MAINT			4.54			
	Total for vendor 2902 - ADVANCE AUTO PA:			38.76	38.76		

Vendor 2846 - AMERICAN WELDING:

07965553							
67097	AMERICAN WELDING-GAS INC	07/31/2021	08/18/2021	55.41	55.41	Open	N
	WELDING GAS CYLINDER RENTALS	pziemer					08/18/2021
	235-3100-43410 RENTAL EXPENSE			55.41			
07913597							
67305	AMERICAN WELDING-GAS INC	07/06/2021	08/18/2021	63.92	63.92	Open	N
	SHOP WELDING SUPPLIES	pziemer					08/18/2021
	230-5200-42220 REPAIR & MAINT			63.92			
	Total for vendor 2846 - AMERICAN WELDING:			119.33	119.33		

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						
253000031589							
67156	ARAMARK UNIFORM SERVICES	08/05/2021	08/18/2021	103.19	103.19	Open	N
	RUGS AND OVERALLS	pziemer					08/18/2021
235-3100-43430	MISCELLANEOUS			103.19			
	Total for vendor 0039 - AMERIPRIDE LINE:			103.19	103.19		

Vendor 3343 - ARROW MANAGEMEN:

29148							
67339	ARROW MANAGEMENT	08/11/2021	08/18/2021	75.00	75.00	Open	N
	1022 13TH AVE NE MOWING ABATEMENT	pziemer					08/18/2021
101-2400-43405	NUISANCES			75.00			
29149							
67340	ARROW MANAGEMENT	08/11/2021	08/18/2021	75.00	75.00	Open	N
	EMPTY LOT ON 4TH - MOWING ABATEMENT	pziemer					08/18/2021
101-2400-43405	NUISANCES			75.00			
	Total for vendor 3343 - ARROW MANAGEMEN:			150.00	150.00		

Vendor 2740 - AT&T MOBILITY:

X08032021 PD							
67084	AT&T MOBILITY	07/25/2021	08/18/2021	1,887.11	1,887.11	Open	N
	ACCT 287287520356 COM SUPPORT/DEPT Ipziemer						08/18/2021
225-2120-43309	COMPUTER TECHNICAL SUPPORT			688.14			
225-2120-43321	TELEPHONE			1,198.97			
X08032021/CD							
67119	AT&T MOBILITY	07/25/2021	08/18/2021	99.84	99.84	Open	N
	ACCT 287292136423 COM DEV PHONES	pziemer					08/18/2021
101-2400-43321	TELEPHONE			99.84			
X08032021/ENG							
67120	AT&T MOBILITY	07/25/2021	08/18/2021	276.14	276.14	Open	N
	ACCT 287292136423 ENG DEPT PHONES	pziemer					08/18/2021
101-1700-43321	TELEPHONE			276.14			
X08032021/IT							
67121	AT&T MOBILITY	07/25/2021	08/18/2021	138.07	138.07	Open	N
	IT DEPT PHONES ACCT 287292136423	pziemer					08/18/2021
101-1800-43321	TELEPHONE			138.07			
X08032021/PARKS							
67122	AT&T MOBILITY	07/25/2021	08/18/2021	44.89	44.89	Open	N
	ACCT 287292136423 PARKS CELL PHONES	pziemer					08/18/2021
230-5200-43321	TELEPHONE			44.89			
X08032021/STRTS							
67123	AT&T MOBILITY	07/25/2021	08/18/2021	99.84	99.84	Open	N
	ACCT 287292136423 STREETS CELL PHONEspziemer						08/18/2021
235-3100-43321	TELEPHONE			99.84			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
X08032021/TRANSIT							
67124	AT&T MOBILITY	07/25/2021	08/18/2021	49.92	49.92	Open	N
	ACCT 287292136423 TRANSIT CELL PHONE\$	pziemer					08/18/2021
203-9000-43321	TELEPHONE			49.92			
X08032021/ADMIN							
67127	AT&T MOBILITY	07/25/2021	08/18/2021	99.84	99.84	Open	N
	ACCT 287292136423 ADMIN DEPT CELL PH(\$	pziemer					08/18/2021
101-1400-43321	TELEPHONE			99.84			
	Total for vendor 2740 - AT&T MOBILITY:			2,695.65	2,695.65		

Vendor 2838 - AXON ENTERPRISE:

INUS003363							
67085	AXON ENTERPRISE, INC.	07/26/2021	08/18/2021	1,343.87	1,343.87	Open	N
	726JC - INITITAL ISSUE	pziemer					08/18/2021
225-2120-41113	UNIFORM ALLOWANCE			1,343.87			
	Total for vendor 2838 - AXON ENTERPRISE:			1,343.87	1,343.87		

Vendor 3722 - BEN WESTLUND:

118	BEN WESTLUND	07/21/2021	08/18/2021	1,500.00	1,500.00	Open	N
67295	LMP/GGP STUMP GRINDING	pziemer					08/18/2021
230-5200-42220	REPAIR & MAINT			1,500.00			
	Total for vendor 3722 - BEN WESTLUND:			1,500.00	1,500.00		

Vendor 2948 - BILL'S GUN SHOP:

114227	BILL'S GUN SHOP & RANGE	07/29/2021	08/18/2021	20.00	20.00	Open	N
67086	726JC - RANGE TIME	pziemer					08/18/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			20.00			
	Total for vendor 2948 - BILL'S GUN SHOP:			20.00	20.00		

Vendor 3120 - BOLTON & MENK:

B11.118093							
67284	BOLTON & MENK	07/29/2021	08/18/2021	22,472.50	22,472.50	Open	N
	IMP 19-01 PROF SVCS	pziemer					08/18/2021
401-1901-43300	PROFESSIONAL SERVICES			22,472.50			
B11.120239							
67285	BOLTON & MENK	07/30/2021	08/18/2021	3,437.50	3,437.50	Open	N
	IMP 19-19 PROF SVCS	pziemer					08/18/2021
401-1919-43300	PROFESSIONAL SERVICES			3,437.50			
	Total for vendor 3120 - BOLTON & MENK:			25,910.00	25,910.00		

Vendor 0078 - BRAINERD LAKES:

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
192							
67100	BRAINERD LAKES AREA DEV C	07/23/2021	08/18/2021	0.00	0.00	Void	N
	2021 1ST HALF FUNDING	pziemer					08/18/2021
	295-6510-43300	PROFESSIONAL SERVICES		30,000.00			
	Total for vendor 0078 - BRAINERD LAKES:			0.00	0.00		

Vendor 0084 - BRAINERD PIPE S:

6009							
67101	BRAINERD PIPE SUPPLY	07/28/2021	08/18/2021	36.88	36.88	Open	N
	COUPLING/PIPE	pziemer					08/18/2021
	237-3190-42220	1ST-2ND AVE SANITARY SEWER REPAIR		36.88			
6048							
67292	BRAINERD PIPE SUPPLY	08/05/2021	08/18/2021	85.86	85.86	Open	N
	COUPLING/PIPE	pziemer					08/18/2021
	237-3190-42220	SANITARY SEWER REPAIR		85.86			
	Total for vendor 0084 - BRAINERD PIPE S:			122.74	122.74		

Vendor 0296 - BRAINERD PUBLIC:

202107294925							
67172	BRAINERD PUBLIC UTILITIES	07/30/2021	08/18/2021	1,225.46	1,225.46	Open	N
	QTY 16 SEMAPHORE LIGHTS	pziemer					08/18/2021
	235-3100-42220	REPAIR & MAINT		1,225.46			
202107304926							
67283	BRAINERD PUBLIC UTILITIES	07/30/2021	08/18/2021	19.87	19.87	Open	N
	JUL 21 LNL REIMBURSEMENT	pziemer					08/18/2021
	278-6515-43430	MISCELLANEOUS		19.87			
8/21 BAXTER							
67334	BRAINERD PUBLIC UTILITIES	08/09/2021	08/18/2021	181,199.69	181,199.69	Open	N
	8/21 BAXTER SALES TAX REVENUE SHARIN	pziemer					08/18/2021
	237-0000-33600	REV FROM OTHER GOVTS		181,199.69			
8/11/21							
67337	BRAINERD PUBLIC UTILITIES	08/11/2021	08/18/2021	132,786.88	132,786.88	Open	N
	REMIT LOCAL SALES TAX THRU 8/11/21	pziemer					08/18/2021
	251-9360-43467	REMIT LOCAL SALES TAX COLLECT		132,786.88			
JUL 21 COBRA							
67344	BRAINERD PUBLIC UTILITIES	07/27/2021	08/18/2021	3,374.34	3,374.34	Open	N
	REMIT JULY 2021 COBRA	pziemer					08/18/2021
	101-0000-20800	DUE TO OTHER GOVT UNITS		3,374.34			
	Total for vendor 0296 - BRAINERD PUBLIC:			318,606.24	318,606.24		

Vendor 0929 - BRAUN INTERTEC:

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
B261697							
67278	BRAUN INTERTEC CORP	08/09/2021	08/18/2021	3,463.50	3,463.50	Open	N
	IMP 19-01 THRU 7/30/21	pziemer					08/18/2021
401-1901-43300	PROFESSIONAL SERVICES			3,463.50			
	Total for vendor 0929 - BRAUN INTERTEC:			3,463.50	3,463.50		

Vendor 0095 - BROCK WHITE CO:

14885527-00							
67296	BROCK WHITE CO LLC	07/27/2021	08/18/2021	509.49	509.49	Open	N
	GGP LANDSCAPING	pziemer					08/18/2021
230-5200-42220	REPAIR & MAINT			509.49			
14888349-00							
67297	BROCK WHITE CO LLC	07/28/2021	08/18/2021	58.16	58.16	Open	N
	GGP LANDSCAPING	pziemer					08/18/2021
230-5200-42220	REPAIR & MAINT			58.16			
	Total for vendor 0095 - BROCK WHITE CO:			567.65	567.65		

Vendor 0816 - BUSH, MARVIN:

8/9/21							
67155	BUSH, MARVIN	08/09/2021	08/18/2021	43.06	43.06	Open	N
	REPLACE BROKEN WATCH	pziemer					08/18/2021
237-3190-43430	MISCELLANEOUS			43.06			
	Total for vendor 0816 - BUSH, MARVIN:			43.06	43.06		

Vendor 0307 - CENTERPOINT ENE:

11078538-3/JUL							
67282	CENTERPOINT ENERGY	07/21/2021	08/18/2021	12.72	12.72	Open	N
	6/16/21-7/19/21 FD ST 2 UTILITIES	pziemer					08/18/2021
225-2220-43380	UTILITIES			12.72			
	Total for vendor 0307 - CENTERPOINT ENE:			12.72	12.72		

Vendor 0119 - CLAREY'S SAFETY:

195586							
67312	CLAREY'S SAFETY EQUIPMENT	07/30/2021	08/18/2021	200.00	200.00	Open	N
	COVERALLS	pziemer					08/18/2021
225-2220-42250	PERSONAL PROTECTIVE GEAR			200.00			
195587							
67313	CLAREY'S SAFETY EQUIPMENT	07/30/2021	08/18/2021	346.70	346.70	Open	N
	COVERALLS	pziemer					08/18/2021
225-2220-42250	PERSONAL PROTECTIVE GEAR			346.70			
	Total for vendor 0119 - CLAREY'S SAFETY:			546.70	546.70		

Vendor 3378 - COLLINS BROTHER:

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
21-79575							
67319	COLLINS BROTHERS TOWING	07/09/2021	08/18/2021	40.00	40.00	Open	N
	TOW: DUI 21009485/21009484	pziemer					08/18/2021
224-2150-42210	OPERATING SUPPLIES			40.00			
21-79707							
67320	COLLINS BROTHERS TOWING	07/11/2021	08/18/2021	25.00	25.00	Open	N
	SQD 430 TIRE SERVICE	pziemer					08/18/2021
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			25.00			
21-79745							
67321	COLLINS BROTHERS TOWING	07/12/2021	08/18/2021	65.00	65.00	Open	N
	TOW: 21009633 DEATH INVEST.	pziemer					08/18/2021
225-2120-43430	MISCELLANEOUS			65.00			
21-80980							
67322	COLLINS BROTHERS TOWING	07/30/2021	08/18/2021	40.00	40.00	Open	N
	TOW 21010563 INVESTIGATION	pziemer					08/18/2021
225-2120-43430	MISCELLANEOUS			40.00			
	Total for vendor 3378 - COLLINS BROTHER:			170.00	170.00		

Vendor 0122 - COMMUNITY ACTIO:

BRD LIBRARY

67314	COMMUNITY ACTION	08/09/2021	08/18/2021	115.00	115.00	Open	N
	OPERATION COMMUNITY CONNECT - LIBRARY	pziemer					08/18/2021
211-5503-43430	MISC - USE OF HOLDEN TRUST			115.00			
	Total for vendor 0122 - COMMUNITY ACTIO:			115.00	115.00		

Vendor 0900 - CUB FOODS BRD:

TRX 40 PD

67087	CUB FOODS - BRAINERD	08/03/2021	08/18/2021	31.04	31.04	Open	N
	REID INTERVIEW TRNG SUPPLIES	pziemer					08/18/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			31.04			

TRX 45 -PD

67130	CUB FOODS - BRAINERD	08/04/2021	08/18/2021	16.47	16.47	Open	N
	710/728 - REID INTERVIEW TRNG	pziemer					08/18/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			16.47			

TRX 47 -PD

67131	CUB FOODS - BRAINERD	08/05/2021	08/18/2021	17.34	17.34	Open	N
	710/728 -REID INTERVIEW TRNG	pziemer					08/18/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			17.34			
	Total for vendor 0900 - CUB FOODS BRD:			64.85	64.85		

Vendor 0132 - CWC HIGHWAY DEP:

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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						
4420							
67096	CWC HIGHWAY DEPT	08/01/2021	08/18/2021	3,464.41	3,464.41	Open	N
	JULY 21 TRANSIT FUEL	pziemer					08/18/2021
	203-9000-42212			3,464.41			
	MOTOR FUELS						
	Total for vendor 0132 - CWC HIGHWAY DEP:			3,464.41	3,464.41		

Vendor 0133 - CWC RECORDER:

R. LONG							
67125	CWC RECORDER	08/04/2021	08/18/2021	46.00	46.00	Open	N
	ROBERT LONG NE BRD SCDP RECORDING FEE	pziemer					08/18/2021
	202-6324-43430			46.00			
	NE BRAINEMISCELLANEOUS						
	Total for vendor 0133 - CWC RECORDER:			46.00	46.00		

Vendor 0135 - CWC TREASURER:

4405							
67098	CWC TREASURER	08/01/2021	08/18/2021	8,050.00	8,050.00	Open	N
	AUG 2021 SHARED SERVICES	pziemer					08/18/2021
	101-9200-43300			7,425.00			
	211-5500-42220			625.00			
	PROFESSIONAL SERVICES						
	REPAIR & MAINT						
	Total for vendor 0135 - CWC TREASURER:			8,050.00	8,050.00		

Vendor 3438 - D - D BEVERAGE,:

1438333							
67114	D - D BEVERAGE, LLC	07/30/2021	08/18/2021	51.00	51.00	Open	N
	VAC TRUCK SANITIZER	pziemer					08/18/2021
	237-3190-42220			51.00			
	REPAIR & MAINT						
1444068							
67294	D - D BEVERAGE, LLC	08/10/2021	08/18/2021	34.00	34.00	Open	N
	VAC TRUCK SANITIZER	pziemer					08/18/2021
	237-3190-42220			34.00			
	REPAIR & MAINT						
1437674							
67298	D - D BEVERAGE, LLC	07/29/2021	08/18/2021	26.95	26.95	Open	N
	CONCESSIONS/CLEANING SUPPLIES	pziemer					08/18/2021
	230-5204-42210			26.95			
	OPERATING SUPPLIES						
	Total for vendor 3438 - D - D BEVERAGE,:			111.95	111.95		

Vendor 1381 - DECHANTAL EXCAV:

PAY REQ 3							
67277	DECHANTAL EXCAVATING LLC	08/06/2021	08/18/2021	556,608.11	556,608.11	Open	N
	IMP 20-05 & IMP 20-06	pziemer					08/18/2021
	401-9030-45530-20:05			325,654.90			
	401-9030-45530-20:06			230,953.21			
	CAPITAL-PYMTS TO CONTRACTS						
	CAPITAL-PYMTS TO CONTRACTS						
	Total for vendor 1381 - DECHANTAL EXCAV:			556,608.11	556,608.11		

Inv Num Inv Ref# GL Distribution	Vendor Description GRANT	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 1573 - DELL MARKETING:							
10510133380 67276	DELL MARKETING LP DELL LATITUDE QTY 6	08/10/2021 pziemer	08/18/2021	5,040.00	5,040.00	Open	N 08/18/2021
400-9050-45530	CAPITAL - OTHER			5,040.00			
	Total for vendor 1573 - DELL MARKETING:			5,040.00	5,040.00		
Vendor 0162 - DIAMOND VOGEL P:							
813148899 67286	DIAMOND VOGEL PAINT BRAINERD BLUE PAINT	07/01/2021 pziemer	08/18/2021	458.22	458.22	Open	N 08/18/2021
235-3170-42210	BRAINERD BLUE PAINT			458.22			
813148809 67287	DIAMOND VOGEL PAINT YELLOW AND BLUE PAINT	07/01/2021 pziemer	08/18/2021	762.32	762.32	Open	N 08/18/2021
235-3170-42210	BRAINERD BLUE PAINT			762.32			
	Total for vendor 0162 - DIAMOND VOGEL P:			1,220.54	1,220.54		
Vendor 0575 - FEDERAL SIGNAL:							
7814751 67288	FEDERAL SIGNAL CORPORATION CIVIL DEFENSE SIREN - GRAYDON AVENUE	08/04/2021 pziemer	08/18/2021	14,960.00	14,960.00	Open	N 08/18/2021
404-9055-43300	PROFESSIONAL SERVICES			14,960.00			
	Total for vendor 0575 - FEDERAL SIGNAL:			14,960.00	14,960.00		
Vendor 0071 - FORUM COMMUNICA:							
2267570 67331	FORUM COMMUNICATIONS COMPANY NOH - CONDITIONAL USE PERMIT NOTICES	07/31/2021 pziemer	08/18/2021	156.38	156.38	Open	N 08/18/2021
101-2400-43350	PRINTING/LEGAL PUBLICATION			76.45			
101-2400-43350	PRINTING/LEGAL PUBLICATION			79.93			
	Total for vendor 0071 - FORUM COMMUNICA:			156.38	156.38		
Vendor 0008 - GENERATOR POWER:							
25212 67088	GENERATOR POWER SYSTEMS GENERATOR MAINTENANCE	07/30/2021 pziemer	08/18/2021	1,850.00	1,850.00	Open	N 08/18/2021
225-2120-42220	REPAIR & MAINT			1,850.00			
	Total for vendor 0008 - GENERATOR POWER:			1,850.00	1,850.00		
Vendor 2377 - GRANITE ELECTRO:							

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
154008087-1							
67279	GRANITE ELECTRONICS	07/23/2021	08/18/2021	183.00	183.00	Open	N
	PAGER REPAIRS	pziemer					08/18/2021
225-2220-42220	REPAIR & MAINT			183.00			
150009862-1							
67280	GRANITE ELECTRONICS	07/09/2021	08/18/2021	1,969.88	1,969.88	Open	N
	CIVIL DEFENSE SIREN REPAIR BROOK/13TH	pziemer					08/18/2021
225-2500-42210	OPERATING SUPPLIES			1,969.88			
	Total for vendor 2377 - GRANITE ELECTRO:			2,152.88	2,152.88		

Vendor 3823 - HALL, LAUREL:

8/3/2021							
67338	HALL, LAUREL	08/03/2021	08/18/2021	85.00	85.00	Open	N
	REIMB MEMBERSHIP MN LIBRARY ASSOC.	pziemer					08/18/2021
211-5503-43430	MISC - USE OF HOLDEN TRUST			85.00			
	Total for vendor 3823 - HALL, LAUREL:			85.00	85.00		

Vendor 0200 - HEARTLAND ANIMA:

JULY 2021							
67311	HEARTLAND ANIMAL RESCUE	08/02/2021	08/18/2021	3,745.00	3,745.00	Open	N
	JUL 21 BOARDING/ADMIN FEE	pziemer					08/18/2021
225-2700-43430	MISCELLANEOUS			1,933.00			
225-2700-43300	PROFESSIONAL SERVICES			1,812.00			
	Total for vendor 0200 - HEARTLAND ANIMA:			3,745.00	3,745.00		

Vendor 0203 - HOLDEN ELECTRIC:

63510							
67299	HOLDEN ELECTRIC	07/21/2021	08/18/2021	262.43	262.43	Open	N
	LMP CAMPGROUND SITE #4 ELECTRICAL REPAIR	pziemer					08/18/2021
230-5280-42220	REPAIR & MAINT			262.43			
	Total for vendor 0203 - HOLDEN ELECTRIC:			262.43	262.43		

Vendor 3795 - INDEPENDENT TESTING TECHNOLOGIES:

39593							
67154	INDEPENDENT TESTING TECHNOLOGIES	07/31/2021	08/18/2021	1,635.00	1,635.00	Open	N
	IMP 20-05 & 20-06 PROF SVCS	pziemer					08/18/2021
401-9030-43300-20:05	PROFESSIONAL SERVICES			817.50			
401-9030-43300-20:06	PROFESSIONAL SERVICES			817.50			
	Total for vendor 3795 - INDEPENDENT TESTING TECHNOLOGIES:			1,635.00	1,635.00		

Vendor 3202 - INNOVATIVE OFFI:

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
IN3447336							
67341	INNOVATIVE OFFICE SOLUTIONS LLC	08/12/2021	08/18/2021	18.94	18.94	Open	N
	OFFICE SUPPLIES	pziemer					08/18/2021
225-2120-42200	OFFICE SUPPLIES			18.94			
	Total for vendor 3202 - INNOVATIVE OFFI:			18.94	18.94		

Vendor 0213 - INTOXIMETERS IN:

686313							
67148	INTOXIMETERS INC	07/30/2021	08/18/2021	897.00	897.00	Open	N
	3 PBTS	pziemer					08/18/2021
225-2120-42210	OPERATING SUPPLIES			897.00			
	Total for vendor 0213 - INTOXIMETERS IN:			897.00	897.00		

Vendor 3874 - JEREMY FYLE:

31535							
67111	ADVANCED DRAIN CLEANING INC	08/02/2021	08/18/2021	200.00	200.00	Open	N
	103 H ST SAN/SWR MAINT	pziemer					08/18/2021
237-3190-42220	REPAIR & MAINT			200.00			
	Total for vendor 3874 - JEREMY FYLE:			200.00	200.00		

Vendor 3421 - JOBSHQ:

2265356									
67342	JOBESHQ	07/31/2021	08/18/2021	600.00	600.00	Open	N		
	PD RECORDS MNGMT POSTING	pziemer					08/18/2021		
225-2120-43350	PRINTING/LEGAL PUBLICATION			600.00					
	Total for vendor 3421 - JOBESHQ:			600.00	600.00				

Vendor 1512 - KIRVIDA FIRE IN:

9817	KIRVIDA FIRE INC	08/03/2021	08/18/2021	465.13	465.13	Open	N
67307	ANNUAL PUMP TEST E3	pziemer					08/18/2021
225-2220-42220	REPAIR & MAINT			465.13			
9819	KIRVIDA FIRE INC	08/03/2021	08/18/2021	465.13	465.13	Open	N
67308	ANNUAL PUMP TEST - T20	pziemer					08/18/2021
225-2220-42220	REPAIR & MAINT			465.13			
9818	KIRVIDA FIRE INC	08/03/2021	08/18/2021	481.93	481.93	Open	N
67317	ANNUAL PUMP TEST - E4	pziemer					08/18/2021
225-2220-42220	REPAIR & MAINT			481.93			
	Total for vendor 1512 - KIRVIDA FIRE IN:			1,412.19	1,412.19		

Vendor 0223 - L & M STEEL:

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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						
033843							
67157	L & M STEEL	08/05/2021	08/18/2021	74.39	74.39	Open	N
	HISTORIC SIGN FRAME	pziemer					08/18/2021
235-3170-42220	REPAIR & MAINT			74.39			
	Total for vendor 0223 - L & M STEEL:			74.39	74.39		

Vendor 0239 - MACQUEEN EQUIPM:

W08737							
67071	MACQUEEN EQUIPMENT INC	07/29/2021	08/18/2021	1,442.02	1,442.02	Open	N
	SWEeper 111 CONVEYOR BEARINGS & TROU	pziemer					08/18/2021
235-3100-42220	REPAIR & MAINT			1,442.02			
P36470							
67089	MACQUEEN EQUIPMENT INC	08/03/2021	08/18/2021	2,494.39	2,494.39	Open	N
	SEWER CRAWLER CARBIDE WHEELS	pziemer					08/18/2021
237-3190-42220	REPAIR & MAINT			2,494.39			
P36471							
67090	MACQUEEN EQUIPMENT INC	08/03/2021	08/18/2021	621.73	621.73	Open	N
	WARTHOG JET HEAD RE-BUILD	pziemer					08/18/2021
237-3190-42220	REPAIR & MAINT			621.73			
P36568							
67153	MACQUEEN EQUIPMENT INC	08/06/2021	08/18/2021	210.99	210.99	Open	N
	VAC TRUCK TIGER TAIL	pziemer					08/18/2021
237-3190-42220	REPAIR & MAINT			210.99			
P36623							
67290	MACQUEEN EQUIPMENT INC	08/10/2021	08/18/2021	681.94	681.94	Open	N
	SWEeper 111 WATER PUMP	pziemer					08/18/2021
235-3100-42220	REPAIR & MAINT			681.94			
P36644							
67309	MACQUEEN EQUIPMENT INC	08/11/2021	08/18/2021	239.95	239.95	Open	N
	HYDRAULIC FILTER KIT	pziemer					08/18/2021
235-3100-42220	SWEeper 118 HYDRAULIC FILTER			239.95			
	Total for vendor 0239 - MACQUEEN EQUIPM:			5,691.02	5,691.02		

Vendor 1753 - MARCO:

INV8978068							
67102	MARCO	07/29/2021	08/18/2021	302.48	302.48	Open	N
	CISCO PHONE LICENSES QTY4	pziemer					08/18/2021
101-1800-43309	COMPUTER SUPPORT			302.48			
INV9004164							
67329	MARCO	08/06/2021	08/18/2021	1,203.50	1,203.50	Open	N
	MARCO - DESTROY HARD DRIVES	pziemer					08/18/2021
101-1800-43300	PROFESSIONAL SERVICES			1,203.50			
	Total for vendor 1753 - MARCO:			1,505.98	1,505.98		

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Inv Ref#	Description	Entered By					
GL Distribution	GRANT						
Vendor 1384 - MARTIN-MCALLIST:							
14031							
67132	MARTIN-MCALLISTER	07/31/2021	08/18/2021	550.00	550.00	Open	N
	POLICE ASSESSMENT/POTENTIAL HIRE	pziemer					08/18/2021
225-2120-43300	PROFESSIONAL SERVICES			550.00			
	Total for vendor 1384 - MARTIN-MCALLIST:			550.00	550.00		
Vendor 3947 - MIDWEST OVERHEAD CRANE:							
114966							
67139	MIDWEST OVERHEAD CRANE	07/01/2021	08/18/2021	609.34	609.34	Open	N
	ANNUAL CRANE INSPECTIONS	pziemer					08/18/2021
235-3100-42220	REPAIR & MAINT			609.34			
114963							
67300	MIDWEST OVERHEAD CRANE	07/01/2021	08/18/2021	273.29	273.29	Open	N
	OVERHEAD LIFT ANNUAL INSPECTION	pziemer					08/18/2021
230-5200-42220	REPAIR & MAINT			273.29			
	Total for vendor 3947 - MIDWEST OVERHEAD CRANE:			882.63	882.63		
Vendor 3175 - MIDWEST SECURIT:							
21279							
67133	MIDWEST SECURITY AND FIRE INC	08/02/2021	08/18/2021	1,016.00	1,016.00	Open	N
	HID PROXIMITY READER	pziemer					08/18/2021
225-2120-42220	REPAIR & MAINT			1,016.00			
	Total for vendor 3175 - MIDWEST SECURIT:			1,016.00	1,016.00		
Vendor 2831 - MN TRANSPORTATI:							
P21-1006							
67291	MN TRANSPORTATION ALLIANCE, INC.	07/27/2021	08/18/2021	580.00	580.00	Open	N
	AUG 21-JUL 22 P SANDY MEMBERSHIP	pziemer					08/18/2021
101-1700-43433	DUES & SUBSCRIPTIONS			580.00			
	Total for vendor 2831 - MN TRANSPORTATI:			580.00	580.00		
Vendor 1449 - M-R SIGN CO., I:							
213140							
67105	M-R SIGN CO., INC.	07/28/2021	08/18/2021	1,045.42	1,045.42	Open	N
	PARKING SIGNS	pziemer					08/18/2021
401-9030-43430-21:07	MISCELLANEOUS			1,045.42			
	Total for vendor 1449 - M-R SIGN CO., I:			1,045.42	1,045.42		
Vendor 0469 - MUSCO SPORTS LI:							

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352358 67137	GL Distribution GRANT MUSCO SPORTS LIGHTING MMP LIGHTING PROJECT	07/30/2021 pziemer	08/18/2021	58,370.00	58,370.00	Open	N 08/18/2021
400-9050-45510	CAPITAL - LAND			58,370.00			
	Total for vendor 0469 - MUSCO SPORTS LI:			58,370.00	58,370.00		

Vendor 0273 - NAPA AUTO PARTS:

431103 67115	NAPA AUTO PARTS LATEX AND NITIRLE GLOVES	08/04/2021 pziemer	08/18/2021	298.37	298.37	Open	N 08/18/2021
237-3190-42220	REPAIR & MAINT			298.37			
	Total for vendor 0273 - NAPA AUTO PARTS:			298.37	298.37		

Vendor 1965 - NORTH CENTRAL B:

94066 67073	NORTH CENTRAL BUS SALES BUS 114 AC SYSTEM CHECK	07/23/2021 pziemer	08/18/2021	71.50	71.50	Open	N 08/18/2021
203-9000-43401	VEHICLE REPAIRS			71.50			
93641 67074	NORTH CENTRAL BUS SALES BUS 142 AC CHECK/REPAIR	07/23/2021 pziemer	08/18/2021	377.52	377.52	Open	N 08/18/2021
203-9000-43401	VEHICLE REPAIRS			377.52			
94062 67075	NORTH CENTRAL BUS SALES BUS 171 AC CHECK/REPAIRS	07/23/2021 pziemer	08/18/2021	269.00	269.00	Open	N 08/18/2021
203-9000-43401	VEHICLE REPAIRS			269.00			
94063 67076	NORTH CENTRAL BUS SALES BUS 161 AC SYSTEM CHECK	07/23/2021 pziemer	08/18/2021	143.00	143.00	Open	N 08/18/2021
203-9000-43401	VEHICLE REPAIRS			143.00			
94064 67077	NORTH CENTRAL BUS SALES BUS 172 AC SYSTEM CHECK	07/23/2021 pziemer	08/18/2021	143.00	143.00	Open	N 08/18/2021
203-9000-43401	VEHICLE REPAIRS			143.00			
94065 67078	NORTH CENTRAL BUS SALES BUS 141 AC SYSTEM CHECK	07/23/2021 pziemer	08/18/2021	71.50	71.50	Open	N 08/18/2021
203-9000-43401	VEHICLE REPAIRS			71.50			
94614 67126	NORTH CENTRAL BUS SALES BUS 181 MOBILITY REPAIR	07/30/2021 pziemer	08/18/2021	353.10	353.10	Open	N 08/18/2021
203-9000-43401	VEHICLE REPAIRS			353.10			
	Total for vendor 1965 - NORTH CENTRAL B:			1,428.62	1,428.62		

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Vendor 2064 - NUSS TRUCK & EQ:							
CM3236631P							
67275	NUSS TRUCK & EQUIPMENT	08/09/2021	08/18/2021	(249.77)	(249.77)	Open	N
	TRUCK 105 DOOR PANEL CONTROLS RETURN pziemer						08/18/2021
235-3100-42220	REPAIR & MAINT			(249.77)			
	Total for vendor 2064 - NUSS TRUCK & EQ:			(249.77)	(249.77)		
Vendor 0284 - OFFICE SHOP:							
1099608-0							
67099	OFFICE SHOP	08/03/2021	08/18/2021	8.17	8.17	Open	N
	LABEL/STICKERS	pziemer					08/18/2021
401-9030-43430	MISCELLANEOUS			8.17			
1099244-0							
67116	OFFICE SHOP	07/27/2021	08/18/2021	149.00	149.00	Open	N
	USED 4 DRAWER FILE	pziemer					08/18/2021
211-5500-42200	OFFICE SUPPLIES			149.00			
1099868-0							
67293	OFFICE SHOP	08/09/2021	08/18/2021	18.73	18.73	Open	N
	TRANSIT BAGS/ADMIN STAMP	pziemer					08/18/2021
203-9000-42200	OFFICE SUPPLIES			7.02			
101-1940-42200	OFFICE SUPPLIES			11.71			
1098836-0							
67306	OFFICE SHOP	07/15/2021	08/18/2021	24.16	24.16	Open	N
	PLANNER	pziemer					08/18/2021
230-5200-42200	OFFICE SUPPLIES			24.16			
1099868-1							
67328	OFFICE SHOP	08/11/2021	08/18/2021	10.29	10.29	Open	N
	STAMP - SCANNED STAMP	pziemer					08/18/2021
101-1940-42200	OFFICE SUPPLIES			10.29			
	Total for vendor 0284 - OFFICE SHOP:			210.35	210.35		
Vendor 3953 - RAHN'S OIL & PROPANE:							
550155							
67310	RAHN'S OIL & PROPANE	08/03/2021	08/18/2021	675.77	675.77	Open	N
	DIESEL FUEL FOR GENERATOR	pziemer					08/18/2021
225-2120-42220	REPAIR & MAINT			675.77			
	Total for vendor 3953 - RAHN'S OIL & PROPANE:			675.77	675.77		
Vendor 3768 - SADUSKY RENOVATIONS:							
29							
67103	SADUSKY RENOVATIONS	07/30/2021	08/18/2021	9,458.75	9,458.75	Open	N
	7/16-7/30 INSPECTION SERVICES	pziemer					08/18/2021
101-2400-43300	PROFESSIONAL SERVICES			9,458.75			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Inv Ref#	Description	Entered By					
GL Distribution	GRANT						
Total for vendor 3768 - SADUSKY RENOVATIONS:				9,458.75	9,458.75		
Vendor 0569 - SCHREIFELS, TRO:							
8/9/21							
67323	SCHREIFELS, TROY	08/09/2021	08/18/2021	125.00	125.00	Open	N
	726JC - DEFENSIVE TACTICS/DE-ESCALATION	lpziemer					08/18/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			125.00			
Total for vendor 0569 - SCHREIFELS, TRO:				125.00	125.00		
Vendor 1636 - SCR - NORTHERN:							
W35024							
67118	SCR - NORTHERN BAXTER	07/30/2021	08/18/2021	898.00	898.00	Open	N
	COOLING MAINTENANCE/COIL WASHING -	lpziemer					08/18/2021
211-5500-42220	REPAIR & MAINT			898.00			
Total for vendor 1636 - SCR - NORTHERN:				898.00	898.00		
Vendor 2589 - STAPLES ADVANTA:							
3482696411							
67138	STAPLES ADVANTAGE	07/24/2021	08/18/2021	40.04	40.04	Open	N
	EVIDENCE LABLES/ENVELOPES	pziemer					08/18/2021
225-2120-42210	OPERATING SUPPLIES			24.68			
225-2120-42200	OFFICE SUPPLIES			15.36			
3483381982							
67324	STAPLES ADVANTAGE	07/31/2021	08/18/2021	362.04	362.04	Open	N
	PRINTER - RECORDS LEAD	pziemer					08/18/2021
225-2120-43309	COMPUTER TECHNICAL SUPPORT			362.04			
Total for vendor 2589 - STAPLES ADVANTA:				402.08	402.08		
Vendor 0381 - STONE, ANDERS:							
8/10/21							
67330	STONE, ANDERS	08/10/2021	08/18/2021	21.52	21.52	Open	N
	942545 - REPLACEMENT PLATES TRANSIT	lpziemer					08/18/2021
203-9000-43430	MISCELLANEOUS			21.52			
Total for vendor 0381 - STONE, ANDERS:				21.52	21.52		
Vendor 3599 - STOUT HYDROSEED:							
2333							
67281	STOUT HYDROSEEDING & FERTILIZING	08/04/2021	08/18/2021	130.00	130.00	Open	N
	FERTILIZING/WEED CONTROL STATION 1 &	pziemer					08/18/2021
225-2220-43300	PROFESSIONAL SERVICES			130.00			
Total for vendor 3599 - STOUT HYDROSEED:				130.00	130.00		
Vendor 0322 - STREICHERS PROF:							

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	GL Distribution GRANT						
I1516485							
67134	STREICHERS PROF EQUIP	07/30/2021	08/18/2021	55.96	55.96	Open	N
	771/772/774 CSO UNIFORM NAMEPLATES	pziemer					08/18/2021
	225-2121-41113 UNIFORM ALLOWANCE			55.96			
I1516906							
67149	STREICHERS PROF EQUIP	08/03/2021	08/18/2021	263.95	263.95	Open	N
	772 - CSO UNIFORM PANTS	pziemer					08/18/2021
	225-2121-41113 UNIFORM ALLOWANCE			263.95			
CM289922							
67325	STREICHERS PROF EQUIP	07/27/2021	08/18/2021	(149.98)	(149.98)	Open	N
	726JC INITIAL ISSUE CREDIT	pziemer					08/18/2021
	225-2120-41113 UNIFORM ALLOWANCE			(149.98)			
I1517033							
67326	STREICHERS PROF EQUIP	08/04/2021	08/18/2021	124.98	124.98	Open	N
	726JC - INITIAL ISSUE	pziemer					08/18/2021
	225-2120-41113 UNIFORM ALLOWANCE			124.98			
	Total for vendor 0322 - STREICHERS PROF:			294.91	294.91		

Vendor 3902 - TEAM LAB:

INV0026853							
67079	TEAM LAB	07/27/2021	08/18/2021	5,634.50	5,634.50	Open	N
	WHITE TRAFFIC PAINT / WEED KILLER	pziemer					08/18/2021
	235-3170-42210 OPERATING SUPPLIES			5,634.50			
	Total for vendor 3902 - TEAM LAB:			5,634.50	5,634.50		

Vendor 1438 - TIM THOMPSON PL:

1702							
66909	TIM THOMPSON PLUMBING LLC	07/20/2021	08/18/2021	2,536.00	2,536.00	Open	N
	202 3RD AVE NE SEWER LINE REPAIR	pziemer					08/18/2021
	Total for vendor 1438 - TIM THOMPSON PL:			2,536.00	2,536.00		

Vendor 0334 - U.S. BANK:

6199773							
67171	U.S. BANK	07/23/2021	08/18/2021	450.00	450.00	Open	N
	2016A GO UTILITY REV BONDS	pziemer					08/18/2021
	237-3190-43300 PROFESSIONAL SERVICES			171.00			
	101-0000-14100 DUE FROM COMPONENT UNIT			279.00			
	Total for vendor 0334 - U.S. BANK:			450.00	450.00		

Vendor 2956 - ULINE:

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
134551825							
67289	ULINE	07/01/2021	08/18/2021	458.54	458.54	Open	N
	STREET GARAGE FIRST AID KIT	pziemer					08/18/2021
	235-3100-42200	OFFICE SUPPLIES		458.54			
		Total for vendor 2956 - ULINE:		458.54	458.54		
Vendor 2939 - VIKING COCA COL:							
1516137							
67301	VIKING COCA COLA BOTTLING CO	07/14/2021	08/18/2021	58.50	58.50	Open	N
	BHP CONCESSIONS BEVERAGES	pziemer					08/18/2021
	230-5204-42210	OPERATING SUPPLIES		58.50			
1516138							
67302	VIKING COCA COLA BOTTLING CO	07/14/2021	08/18/2021	449.25	449.25	Open	N
	MMP CONCESSIONS BEVERAGES	pziemer					08/18/2021
	230-5204-42210	OPERATING SUPPLIES		449.25			
		Total for vendor 2939 - VIKING COCA COL:		507.75	507.75		
Vendor 0087 - VISIT BRAINERD:							
JULY 2021							
67343	VISIT BRAINERD	08/12/2021	08/18/2021	6,441.14	6,441.14	Open	N
	REMIT JUL 21 LODGING TAX	pziemer					08/18/2021
	101-9200-43340	LODGING TAX REMIT/PR		6,441.14			
		Total for vendor 0087 - VISIT BRAINERD:		6,441.14	6,441.14		
Vendor 0344 - WASTE PARTNERS:							
17X02129							
67091	WASTE PARTNERS INC	07/31/2021	08/18/2021	98.50	98.50	Open	N
	JUL 21 CITY HALL WASTE REMOVAL	pziemer					08/18/2021
	101-1940-43380	UTILITIES		98.50			
17X02130							
67092	WASTE PARTNERS INC	07/01/2021	08/18/2021	243.36	243.36	Open	N
	JUL 21 DWNTWN WASTE REMOVAL	pziemer					08/18/2021
	401-1003-43300	PROFESSIONAL SERVICES		243.36			
17X02132							
67093	WASTE PARTNERS INC	07/31/2021	08/18/2021	58.50	58.50	Open	N
	JUL 21 WASTE OIL REMOVAL	pziemer					08/18/2021
	227-3230-43428	USED OIL RECYCLING EXPENSE		58.50			
17X02131							
67094	WASTE PARTNERS INC	07/31/2021	08/18/2021	124.45	124.45	Open	N
	JUL 21 PD WASTE REMOVAL	pziemer					08/18/2021
	225-2120-43380	UTILITIES		124.45			

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	GL Distribution GRANT						
17X02127							
67095	WASTE PARTNERS INC	07/31/2021	08/18/2021	87.75	87.75	Open	N
	JUL 21 STREETS WASTE REMOVAL	pziemer					08/18/2021
	235-3100-43380 UTILITIES			87.75			
17X02128							
67104	WASTE PARTNERS INC	07/31/2021	08/18/2021	93.60	93.60	Open	N
	JUL 21 FIRE DEPT WASTE REMOVAL	pziemer					08/18/2021
	225-2220-43380 UTILITIES			93.60			
17X01435							
67117	WASTE PARTNERS INC	07/31/2021	08/18/2021	84.78	84.78	Open	N
	JUL 21 LIBRARY WASTE REMOVAL	pziemer					08/18/2021
	211-5500-43380 UTILITIES			84.78			
	Total for vendor 0344 - WASTE PARTNERS:			790.94	790.94		
Vendor 3914 - WATSON COMPANY:							
117758							
67303	WATSON COMPANY	07/13/2021	08/18/2021	153.70	153.70	Open	N
	CONCESSIONS - PRETZELS/FROZEN TREATS	pziemer					08/18/2021
	230-5204-42210 OPERATING SUPPLIES			153.70			
118173							
67304	WATSON COMPANY	07/26/2021	08/18/2021	(23.23)	(23.23)	Open	N
	CONCESSIONS - CREDIT - ITEM NOT RCVD	pziemer					08/18/2021
	230-5204-42210 OPERATING SUPPLIES			(23.23)			
	Total for vendor 3914 - WATSON COMPANY:			130.47	130.47		
Vendor 3199 - WEX BANK:							
73099110/COMDEV							
67141	WEX BANK	07/31/2021	08/18/2021	255.15	255.15	Open	N
	JULY 2021 COM DEV FUEL	pziemer					08/18/2021
	101-2400-42212 MOTOR FUELS			255.15			
73099110/ENG							
67142*	WEX BANK	07/31/2021	08/18/2021	248.06	248.06	Open	N
	JULY 21 ENG FUEL	pziemer					08/18/2021
	401-9030-42212 MOTOR FUELS			252.32			
	401-9030-42212 MOTOR FUELS			(4.26)			
73099110/FIRE DEPT							
67143	WEX BANK	07/31/2021	08/18/2021	1,271.25	1,271.25	Open	N
	JULY 21 FIRE DEPT FUEL	pziemer					08/18/2021
	225-2220-42212 MOTOR FUELS			1,271.25			
73099110/IT							
67144	WEX BANK	07/31/2021	08/18/2021	36.61	36.61	Open	N
	JULY 21 IT DEPT FUEL	pziemer					08/18/2021
	101-1940-42212 MOTOR FUELS			36.61			

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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						
73099110/PARKS							
67145	WEX BANK	07/31/2021	08/18/2021	1,930.03	1,930.03	Open	N
	JULY 21 PARKS DEPT FUEL	pziemer					08/18/2021
	230-5200-42212			1,930.03			
	MOTOR FUELS						
73099110/POLICE							
67146*	WEX BANK	07/31/2021	08/18/2021	4,929.91	4,929.91	Open	N
	JULY 21 POLICE DEPT FUEL	pziemer					08/18/2021
	225-2120-42212			5,009.06			
	225-2120-42212			(79.15)			
	MOTOR FUELS						
	MOTOR FUELS						
73099110/STREETS							
67147*	WEX BANK	07/31/2021	08/18/2021	3,584.85	3,584.85	Open	N
	JULY 21 STREET DEPT FUEL	pziemer					08/18/2021
	237-3190-42212			1,124.00			
	235-3100-42212			2,462.81			
	235-3100-42212			(1.96)			
	MOTOR FUELS						
	MOTOR FUELS						
	Total for vendor 3199 - WEX BANK:			12,255.86	12,255.86		

Vendor 3899 - WEX HEALTH INC:

0001388874-IN							
67152	WEX HEALTH INC	07/31/2021	08/18/2021	40.50	40.50	Open	N
	JULY 2021 MONTHLY COBRA	pziemer					08/18/2021
	101-9200-43300			40.50			
	PROFESSIONAL SERVICES						
	Total for vendor 3899 - WEX HEALTH INC:			40.50	40.50		

Vendor 0354 - ZIEGLER, INC:

SI000054601							
67072	ZIEGLER, INC	07/29/2021	08/18/2021	1,350.48	1,350.48	Open	N
	GRADER 113 HYDRAULIC CYLINDER	pziemer					08/18/2021
	235-3100-42220			1,350.48			
	REPAIR & MAINT						
	Total for vendor 0354 - ZIEGLER, INC:			1,350.48	1,350.48		

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

Vendor 3698 - AMAZON:

7/22/21							
67067	AMAZON	07/22/2021	08/18/2021	36.97	36.97	Open	N
	ADDITIONAL LETTERS NEEDED FOR LETTER	pziemer					08/18/2021
	101-9200-43430			36.97			
	MISCELLANEOUS						
	Total for vendor 3698 - AMAZON:			36.97	36.97		

Vendor MISC - AMERICAN ASSOC. OF NOTARIES:

7/21/21							
67066	AMERICAN ASSOC. OF NOTARIES	07/21/2021	08/18/2021	28.90	28.90	Open	N
	T. GAGE NOTARY STAMP	pziemer					08/18/2021

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Inv Ref#	Description	Entered By					Post Date

GL Distribution GRANT

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

101-1400-43433

DUES & SUBSCRIPTIONS

28.90

Total for vendor MISC - AMERICAN ASSOC. OF NOTARIES:

28.90

28.90

Vendor MISC - WORDPRESS:

7/19/21

67332

WORDPRESS

07/19/2021

08/18/2021

18.00

18.00

Open

N

RIVERFRONT ANNUAL DOMAIN REGISTRATIONpziemer

08/18/2021

7/17/21

67333

WORDPRESS

07/17/2021

08/18/2021

99.00

99.00

Open

N

RIVERFRONT ANNUAL SUBSCRIPTION WEBSITpziemer

08/18/2021

Total for vendor MISC - WORDPRESS:

117.00

117.00

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

182.87

182.87

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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:

7/6/21							
67159	AMAZON	07/06/2021	08/18/2021	21.98	21.98	Open	N
	BACKSTEP- FIT TO FIGHT FIRE	pziemer					08/18/2021
	225-2220-43435			21.98			
	BOOKS & PAMPHLETS						
7/16/21							
67160	AMAZON	07/16/2021	08/18/2021	25.99	25.99	Open	N
	STORAGE CONTAINER	pziemer					08/18/2021
	225-2220-42210			25.99			
	OPERATING SUPPLIES						
7/16/21 - 2							
67162	AMAZON	07/16/2021	08/18/2021	119.99	119.99	Open	N
	UTV TRAILER TOW CHAIN	pziemer					08/18/2021
	225-2220-42220			119.99			
	REPAIR & MAINT						
7/22/21 - 2							
67167	AMAZON	07/22/2021	08/18/2021	23.70	23.70	Open	N
	POWER STRIP	pziemer					08/18/2021
	225-2220-42210			23.70			
	OPERATING SUPPLIES						
7/22/21 - 3							
67170	AMAZON	07/22/2021	08/18/2021	220.65	220.65	Open	N
	TP/BRACKETS/TOWELS	pziemer					08/18/2021
	225-2220-42210			220.65			
	OPERATING SUPPLIES						
	Total for vendor 3698 - AMAZON:			412.31	412.31		

Vendor MISC - BRAINERD TOOLS AND MORE:

7/16/21							
67161	BRAINERD TOOLS AND MORE	07/16/2021	08/18/2021	58.00	58.00	Open	N
	UTV TRAILER SUPPLIES	pziemer					08/18/2021
	225-2220-42220			58.00			
	REPAIR & MAINT						
	Total for vendor MISC - BRAINERD TOOLS AND MORE:			58.00	58.00		

Vendor 3948 - LIVE ACTION SAFETY:

7/19/21							
67163	LIVE ACTION SAFETY	07/19/2021	08/18/2021	40.69	40.69	Open	N
	UTV TRAILER STRAPS	pziemer					08/18/2021
	225-2220-42210			40.69			
	OPERATING SUPPLIES						
7/19/21 - 2							
67164	LIVE ACTION SAFETY	07/19/2021	08/18/2021	789.85	789.85	Open	N
	STRETCHER	pziemer					08/18/2021
	225-2220-42210			789.85			
	OPERATING SUPPLIES						
	Total for vendor 3948 - LIVE ACTION SAFETY:			830.54	830.54		

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
PCard: 2257 U.S. BANK Card Holder: FIRE							
Vendor MISC - STROBES-N-MORE:							
7/22/21							
67166	STROBES-N-MORE	07/22/2021	08/18/2021	239.96	239.96	Open	N
	UTV STROBES	pziemer					08/18/2021
225-2220-42220	REPAIR & MAINT			239.96			
Total for vendor MISC - STROBES-N-MORE:				239.96	239.96		
Vendor MISC - STUDIO WRAPS:							
7/16/21							
67169	STUDIO WRAPS	07/16/2021	08/18/2021	768.50	768.50	Open	N
	C2 TRUCK WRAP - 50% DOWN PAYMENT	pziemer					08/18/2021
404-9055-45500	BUILDING CAPITAL			768.50			
Total for vendor MISC - STUDIO WRAPS:				768.50	768.50		
Vendor MISC - TASK FORCE 1:							
7/8/21							
67168	TASK FORCE 1	07/08/2021	08/18/2021	1,200.00	1,200.00	Open	N
	FF TASKFORCE TRAINING REGISTRATION	pziemer					08/18/2021
225-2220-43330	PROFESSIONAL DEVELOPMENT			1,200.00			
Total for vendor MISC - TASK FORCE 1:				1,200.00	1,200.00		
Vendor 3885 - THE UPS STORE:							
7/02/21							
67158	THE UPS STORE	07/02/2021	08/18/2021	94.73	94.73	Open	N
	POSTAGE/SHIPPING	pziemer					08/18/2021
225-2220-43322	POSTAGE			94.73			
07/20/21							
67165	THE UPS STORE	07/20/2021	08/18/2021	11.14	11.14	Open	N
	POSTAGE/SHIPPING	pziemer					08/18/2021
225-2220-43322	POSTAGE			11.14			
Total for vendor 3885 - THE UPS STORE:				105.87	105.87		
Total PCard: 2257 U.S. BANK Card Holder: FIRE				3,615.18	3,615.18		

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Inv Ref#	Description	Entered By					Post Date

GL Distribution GRANT

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

Vendor 3698 - AMAZON:

7/2/21

67068

AMAZON

07/02/2021

08/18/2021

205.17

205.17

Open

N

AMAZON WEB SERVICES JUNE 2021

pziemer

08/18/2021

101-1800-43309

COMPUTER SUPPORT

205.17

Total for vendor 3698 - AMAZON:

205.17

205.17

Vendor 3858 - ZOOM VIDEO COMMUNICATIONS:

7/18/21

67069

ZOOM VIDEO COMMUNICATIONS

07/18/2021

08/18/2021

59.96

59.96

Open

N

7/18/21 - 8/17/21 ZOOM SERVICES

pziemer

08/18/2021

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

265.13

265.13

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						

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

Vendor 3698 - AMAZON:

7/1/21							
67106	AMAZON	07/01/2021	08/18/2021	55.03	55.03	Open	N
	LAMINATING POUCHES/COMMAND HOOKS	pziemer					08/18/2021
	211-5500-42200			55.03			
07/13/21							
67110	AMAZON	07/13/2021	08/18/2021	(41.83)	(41.83)	Open	N
	CREDIT FOR SALES TAX CHARGED	pziemer					08/18/2021
	211-5500-42240			(6.53)			
	211-5500-42200			(22.92)			
	211-5500-42220			(7.88)			
	211-5503-43430			(4.50)			
	MISC - USE OF HOLDEN TRUST						
	Total for vendor 3698 - AMAZON:			13.20	13.20		

Vendor MISC - DYMAXION:

7/15/21							
67109	DYMAXION	07/21/2021	08/18/2021	144.00	144.00	Open	N
	SCHEDULING SOFTWARE	pziemer					08/18/2021
	211-5503-43430			144.00			
	MISC - USE OF HOLDEN TRUST						
	Total for vendor MISC - DYMAXION:			144.00	144.00		

Vendor MISC - MAILCHIMP:

7/6/21							
67108	MAILCHIMP	07/06/2021	08/18/2021	30.99	30.99	Open	N
	MAIL CHIMP THRU 7/4/21	pziemer					08/18/2021
	211-5503-43430			30.99			
	MISC - USE OF HOLDEN TRUST						
	Total for vendor MISC - MAILCHIMP:			30.99	30.99		

Vendor 3697 - USPS:

7/20/21							
67107	USPS	07/20/2021	08/18/2021	11.00	11.00	Open	N
	POSTAGE	pziemer					08/18/2021
	211-5500-43322			11.00			
	POSTAGE						
	Total for vendor 3697 - USPS:			11.00	11.00		

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

199.19 199.19

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						

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

Vendor 3711 - COSTCO:

6/30/21							
67055	COSTCO	07/01/2021	08/18/2021	22.98	22.98	Open	N
	CONCESSIONS - CHIPS	pziemer					08/18/2021
230-5204-42210	OPERATING SUPPLIES			22.98			
7/7/21							
67056	COSTCO	07/07/2021	08/18/2021	10.48	10.48	Open	N
	CONCESSIONS & ICE FOR INJURIES	pziemer					08/18/2021
230-5204-42210	OPERATING SUPPLIES			7.99			
230-5215-42210	OPERATING SUPPLIES			2.49			
7/13/21							
67057	COSTCO	07/13/2021	08/18/2021	92.92	92.92	Open	N
	CONCESSIONS - CHIPS/WATER	pziemer					08/18/2021
230-5204-42210	OPERATING SUPPLIES			92.92			
7/14/21							
67058	COSTCO	07/14/2021	08/18/2021	5.99	5.99	Open	N
	CONCESSIONS - SOAP	pziemer					08/18/2021
230-5204-42210	OPERATING SUPPLIES			5.99			
7/15/21							
67059	COSTCO	07/15/2021	08/18/2021	55.92	55.92	Open	N
	CONCESSIONS - WATER/SOAP/SPONGES/CONI	pziemer					08/18/2021
230-5204-42210	OPERATING SUPPLIES			55.92			
	Total for vendor 3711 - COSTCO:			188.29	188.29		

Vendor 3917 - COUNTRY HEARTH :

6/30/21							
67060	COUNTRY HEARTH	07/01/2021	08/18/2021	7.00	7.00	Open	N
	CONCESSIONS - BUNS	pziemer					08/18/2021
230-5204-42210	OPERATING SUPPLIES			7.00			
7/7/21							
67061	COUNTRY HEARTH	07/07/2021	08/18/2021	14.00	14.00	Open	N
	CONCESSIONS - BUNS	pziemer					08/18/2021
230-5204-42210	OPERATING SUPPLIES			14.00			
7/14/21							
67062	COUNTRY HEARTH	07/14/2021	08/18/2021	3.96	3.96	Open	N
	CONCESSIONS - BUNS	pziemer					08/18/2021
230-5204-42210	OPERATING SUPPLIES			3.96			
7/15/21							
67063	COUNTRY HEARTH	07/15/2021	08/18/2021	25.96	25.96	Open	N
	CONCESSIONS - BUNS	pziemer					08/18/2021
230-5204-42210	OPERATING SUPPLIES			25.96			
	Total for vendor 3917 - COUNTRY HEARTH :			50.92	50.92		

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	GRANT						

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

Vendor 3700 - DOLLAR TREE:							
6/29/21							
67064	DOLLAR TREE	07/01/2021	08/18/2021	3.00	3.00	Open	N
	CONCESSIONS - NAIL BRUSHES	pziemer					08/18/2021
230-5204-42210	OPERATING SUPPLIES			3.00			
	Total for vendor 3700 - DOLLAR TREE:			3.00	3.00		
Total PCard: 2257 U.S. BANK Card Holder: PARKS							
				242.21		242.21	

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	GL Distribution GRANT						

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

Vendor 3698 - AMAZON:

7/8/21							
67044	AMAZON	07/08/2021	08/18/2021	59.69	59.69	Open	N
	BULLETIN BOARD/WHITE BOARD	pziemer					08/18/2021
	225-2120-42200	OFFICE SUPPLIES		59.69			
7/12/21							
67049	AMAZON	07/12/2021	08/18/2021	18.98	18.98	Open	N
	ID BADGE HOLDERS	pziemer					08/18/2021
	225-2120-42200	OFFICE SUPPLIES		18.98			
		Total for vendor 3698 - AMAZON:		78.67	78.67		

Vendor 3731 - BACK DEFENSE SYSTEMS:

07/15/21							
67051	BACK DEFENSE SYSTEMS	07/15/2021	08/18/2021	27.50	27.50	Open	N
	727 EXTERNAL BELT KEEPER	pziemer					08/18/2021
	225-2120-41113	UNIFORM ALLOWANCE		27.50			
		Total for vendor 3731 - BACK DEFENSE SYSTEMS:		27.50	27.50		

Vendor 3420 - BCA - MNJIS SEC:

7/7/21							
67043	BCA - MNJIS SECTION	07/07/2021	08/18/2021	50.00	50.00	Open	N
	A TIMMONS - MNJIS 2 DAY BASIC COURSE	pziemer					08/18/2021
	225-2120-43330	PROFESSIONAL DEVELOPMENT		50.00			
7/8/21							
67045	BCA - MNJIS SECTION	07/08/2021	08/18/2021	75.00	75.00	Open	N
	J MCCULLOUGH - MNJIS 2-DAY BASIC & T	pziemer					08/18/2021
	225-2120-43330	PROFESSIONAL DEVELOPMENT		75.00			
7/12/21							
67050	BCA - MNJIS SECTION	07/12/2021	08/18/2021	25.00	25.00	Open	N
	M HALVERSON - TAC WORKSHOP	pziemer					08/18/2021
	225-2120-43330	PROFESSIONAL DEVELOPMENT		25.00			
		Total for vendor 3420 - BCA - MNJIS SEC:		150.00	150.00		

Vendor 3701 - BCA CJTE UNIT:

6/26/21							
67034	BCA CJTE UNIT	07/01/2021	08/18/2021	125.00	125.00	Open	N
	710 SEARCH WARRANT TRNG	pziemer					08/18/2021
	225-2120-43330	PROFESSIONAL DEVELOPMENT		125.00			
		Total for vendor 3701 - BCA CJTE UNIT:		125.00	125.00		

Vendor 3702 - CHEWY.COM:

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
PCard: 2257 U.S. BANK Card Holder: POLICE							
7/8/21							
67046	CHEWY.COM	07/08/2021	08/18/2021	59.81	59.81	Open	N
	K9 SUPPLIES - DOG FOOD	pziemer					08/18/2021
225-2128-43430	MISC - K9 PROGRAM			59.81			
	Total for vendor 3702 - CHEWY.COM:			59.81	59.81		
Vendor 0900 - CUB FOODS BRD:							
7/1/21							
67038	CUB FOODS - BRAINERD	07/01/2021	08/18/2021	29.95	29.95	Open	N
	SAFETY SUPPLIES - PARADE ASSIST	pziemer					08/18/2021
225-2120-42209	SAFETY EQUIPMENT SUPPLIES			29.95			
	Total for vendor 0900 - CUB FOODS BRD:			29.95	29.95		
Vendor 3946 - HOTELS.COM:							
7/22/21							
67054	HOTELS.COM	07/22/2021	08/18/2021	1,190.72	1,190.72	Open	N
	718 & 714 FTO SCHOOL	pziemer					08/18/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			1,190.72			
	Total for vendor 3946 - HOTELS.COM:			1,190.72	1,190.72		
Vendor 3945 - INTL ASSOC PROPERTY & EVIDENCE :							
7/20/21							
67053	IAPE	07/20/2021	08/18/2021	395.00	395.00	Open	N
	M HALVERSON - EVIDENCE PROPERTY MGMT	pziemer					08/18/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			395.00			
	Total for vendor 3945 - INTL ASSOC PROPERTY & EVIDENCE :			395.00	395.00		
Vendor MISC - LITTLE CAESARS:							
7/4/21							
67039	LITTLE CAESARS	07/04/2021	08/18/2021	104.36	104.36	Open	N
	PARADE ASSIST	pziemer					08/18/2021
225-2120-43430	MISCELLANEOUS			104.36			
	Total for vendor MISC - LITTLE CAESARS:			104.36	104.36		
Vendor MISC - MARIE RIDGEWAY & ASSOCIATES:							
7/6/21							
67041	MARIE RIDGEWAY & ASSOCIATES	07/06/2021	08/18/2021	150.00	150.00	Open	N
	709 STRESS RESPONSE/SUPERVISORS	pziemer					08/18/2021
225-2120-43330	PROFESSIONAL DEVELOPMENT			150.00			
	Total for vendor MISC - MARIE RIDGEWAY & ASSOCIATES:			150.00	150.00		

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
PCard: 2257 U.S. BANK Card Holder: POLICE							
Vendor 3703 - TRANSUNION RISK:							
7/1/21							
67042	TRANSUNION RISK	07/01/2021	08/18/2021	75.00	75.00	Open	N
	INVESTIGATIONS/PARKING TICKET COLLEC	pziemer					08/18/2021
225-2120-42210	OPERATING SUPPLIES			75.00			
	Total for vendor 3703 - TRANSUNION RISK:			75.00	75.00		
Vendor 3697 - USPS:							
6/28/21							
67035	USPS	07/01/2021	08/18/2021	7.00	7.00	Open	N
	POSTAGE	pziemer					08/18/2021
225-2120-43322	POSTAGE			7.00			
6/29/21							
67036	USPS	07/01/2021	08/18/2021	12.50	12.50	Open	N
	POSTAGE	pziemer					08/18/2021
225-2120-43322	POSTAGE			12.50			
6/30/21							
67037	USPS	07/01/2021	08/18/2021	4.80	4.80	Open	N
	POSTAGE	pziemer					08/18/2021
225-2120-43322	POSTAGE			4.80			
7/8/21							
67047	USPS	07/08/2021	08/18/2021	4.80	4.80	Open	N
	POSTAGE	pziemer					08/18/2021
225-2120-43322	POSTAGE			4.80			
7/9/21							
67048	USPS	07/09/2021	08/18/2021	4.00	4.00	Open	N
	POSTAGE	pziemer					08/18/2021
225-2120-43322	POSTAGE			4.00			
7/15/21							
67052	USPS	07/15/2021	08/18/2021	4.80	4.80	Open	N
	POSTAGE	pziemer					08/18/2021
225-2120-43322	POSTAGE			4.80			
	Total for vendor 3697 - USPS:			37.90	37.90		
Vendor 3856 - WALGREEN CO:							
7/4/21							
67040	WALGREEN CO	07/04/2021	08/18/2021	7.78	7.78	Open	N
	PARADE ASSIST	pziemer					08/18/2021
225-2120-43430	MISCELLANEOUS			7.78			
	Total for vendor 3856 - WALGREEN CO:			7.78	7.78		
Total PCard: 2257 U.S. BANK Card Holder: POLICE				2,431.69	2,431.69		

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Inv Ref#	Description	Entered By					Post Date
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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: STREETS

Vendor 3885 - THE UPS STORE:

7/2/21

67065

THE UPS STORE

07/02/2021

08/18/2021

13.28

13.28

Open

N

ROOT CUTTER HEAD POSTAGE

pziemer

08/18/2021

237-3190-42220

REPAIR & MAINT

13.28

Total for vendor 3885 - THE UPS STORE:

13.28

13.28

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

13.28

13.28

of Invoices: 202 # Due: 201

Totals:

1,079,863.17

1,079,863.17

of Credit Memos: 4 # Due: 4

Totals:

(464.81)

(464.81)

Net of Invoices and Credit Memos:

1,079,398.36

1,079,398.36

* 3 Net Invoices have Credits Totalling:

(85.37)

--- TOTALS BY GL DISTRIBUTION ---

101-0000-14100	DUE FROM COMPONENT UNIT	279.00
101-0000-20800	DUE TO OTHER GOVT UNITS	3,374.34
101-1400-43321	TELEPHONE	99.84
101-1400-43433	DUES & SUBSCRIPTIONS	28.90
101-1700-43321	TELEPHONE	276.14
101-1700-43433	DUES & SUBSCRIPTIONS	580.00
101-1800-43300	PROFESSIONAL SERVICES	1,203.50
101-1800-43309	COMPUTER SUPPORT	522.64
101-1800-43321	TELEPHONE	138.07
101-1940-42200	OFFICE SUPPLIES	22.00
101-1940-42212	MOTOR FUELS	36.61
101-1940-43380	UTILITIES	98.50
101-2400-42212	MOTOR FUELS	255.15
101-2400-43300	PROFESSIONAL SERVICES	9,458.75
101-2400-43321	TELEPHONE	99.84
101-2400-43350	PRINTING/LEGAL PUBLICATION	156.38
101-2400-43405	NUISANCES	150.00
101-9200-43300	PROFESSIONAL SERVICES	7,465.50
101-9200-43340	LODGING TAX REMIT/PR	6,441.14
101-9200-43430	MISCELLANEOUS	36.97
202-6324-43430	MISCELLANEOUS	46.00
203-9000-42200	OFFICE SUPPLIES	7.02
203-9000-42212	MOTOR FUELS	3,464.41
203-9000-43321	TELEPHONE	49.92
203-9000-43401	VEHICLE REPAIRS	1,428.62
203-9000-43430	MISCELLANEOUS	21.52
211-5500-42200	OFFICE SUPPLIES	181.11
211-5500-42220	REPAIR & MAINT	1,515.12
211-5500-42240	LIBRARY MATERIALS	(6.53)
211-5500-43322	POSTAGE	11.00
211-5500-43380	UTILITIES	84.78
211-5503-43430	MISC - USE OF HOLDEN TRUST	370.49
224-2150-42210	OPERATING SUPPLIES	40.00

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
225-2120-41113	UNIFORM ALLOWANCE			1,346.37			
225-2120-42200	OFFICE SUPPLIES			112.97			
225-2120-42209	SAFETY EQUIPMENT SUPPLIES			29.95			
225-2120-42210	OPERATING SUPPLIES			1,005.35			
225-2120-42212	MOTOR FUELS			4,929.91			
225-2120-42220	REPAIR & MAINT			3,561.56			
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			63.89			
225-2120-42240	SMALL TOOLS			31.47			
225-2120-43300	PROFESSIONAL SERVICES			550.00			
225-2120-43309	COMPUTER TECHNICAL SUPPORT			1,080.16			
225-2120-43321	TELEPHONE			1,198.97			
225-2120-43322	POSTAGE			37.90			
225-2120-43330	PROFESSIONAL DEVELOPMENT			2,220.57			
225-2120-43350	PRINTING/LEGAL PUBLICATION			600.00			
225-2120-43380	UTILITIES			124.45			
225-2120-43430	MISCELLANEOUS			217.14			
225-2121-41113	UNIFORM ALLOWANCE			319.91			
225-2128-43430	MISC - K9 PROGRAM			59.81			
225-2220-42210	OPERATING SUPPLIES			1,100.88			
225-2220-42212	MOTOR FUELS			1,271.25			
225-2220-42220	REPAIR & MAINT			2,013.14			
225-2220-42250	PERSONAL PROTECTIVE GEAR			546.70			
225-2220-43300	PROFESSIONAL SERVICES			130.00			
225-2220-43322	POSTAGE			105.87			
225-2220-43330	PROFESSIONAL DEVELOPMENT			1,200.00			
225-2220-43380	UTILITIES			106.32			
225-2220-43435	BOOKS & PAMPHLETS			21.98			
225-2500-42210	OPERATING SUPPLIES			1,969.88			
225-2700-43300	PROFESSIONAL SERVICES			1,812.00			
225-2700-43430	MISCELLANEOUS			1,933.00			
227-3230-43428	USED OIL RECYCLING EXPENSE			58.50			
230-5200-42200	OFFICE SUPPLIES			24.16			
230-5200-42212	MOTOR FUELS			1,930.03			
230-5200-42220	REPAIR & MAINT			2,404.86			
230-5200-43309	COMPUTER TECHNICAL SUPPORT			14.99			
230-5200-43321	TELEPHONE			44.89			
230-5204-42210	OPERATING SUPPLIES			904.89			
230-5215-42210	OPERATING SUPPLIES			2.49			
230-5280-42220	REPAIR & MAINT			262.43			
235-3100-42200	OFFICE SUPPLIES			458.54			
235-3100-42212	MOTOR FUELS			2,460.85			
235-3100-42220	REPAIR & MAINT			5,526.21			
235-3100-43321	TELEPHONE			99.84			
235-3100-43380	UTILITIES			87.75			
235-3100-43410	RENTAL EXPENSE			55.41			
235-3100-43430	MISCELLANEOUS			103.19			
235-3170-42210	OPERATING SUPPLIES			6,855.04			
235-3170-42220	REPAIR & MAINT			74.39			
237-0000-33600	REV FROM OTHER GOVTS			181,199.69			
237-3190-42212	MOTOR FUELS			1,124.00			
237-3190-42220	REPAIR & MAINT			4,046.50			
237-3190-43300	PROFESSIONAL SERVICES			171.00			
237-3190-43430	MISCELLANEOUS			43.06			
251-9360-43467	REMIT LOCAL SALES TAX COLLECT			132,786.88			
278-6515-43430	MISCELLANEOUS			19.87			
400-9050-45510	CAPITAL - LAND			58,370.00			
400-9050-45530	CAPITAL - OTHER			5,040.00			

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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	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	GRANT						
	401-1003-43300	PROFESSIONAL SERVICES		243.36			
	401-1901-43300	PROFESSIONAL SERVICES		25,936.00			
	401-1919-43300	PROFESSIONAL SERVICES		3,437.50			
	401-9030-42212	MOTOR FUELS		248.06			
	401-9030-43300-20:05	PROFESSIONAL SERVICES		817.50			
	401-9030-43300-20:06	PROFESSIONAL SERVICES		817.50			
	401-9030-43430	MISCELLANEOUS		13.55			
	401-9030-43430-20:05	MISCELLANEOUS		42.27			
	401-9030-43430-21:07	MISCELLANEOUS		1,045.42			
	401-9030-45530-20:05	CAPITAL-PYMTS TO CONTRACTS		325,654.90			
	401-9030-45530-20:06	CAPITAL-PYMTS TO CONTRACTS		230,953.21			
	404-9055-43300	PROFESSIONAL SERVICES		14,960.00			
	404-9055-45500	BUILDING CAPITAL		768.50			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			30,723.27	30,723.27		
	202 - SCDP GRANTS			46.00	46.00		
	203 - TRANSIT FUND			4,971.49	4,971.49		
	211 - LIBRARY FUND			2,155.97	2,155.97		
	224 - DUI FORFEITURE			40.00	40.00		
	225 - PUBLIC SAFETY FUND			29,701.40	29,701.40		
	227 - RECYCLING FUND			58.50	58.50		
	230 - PARK & RECREATION FUND			5,588.74	5,588.74		
	235 - STREET & SEWER FUND			15,721.22	15,721.22		
	237 - SANITARY SEWER FUND			186,584.25	186,584.25		
	251 - LOCAL OPTION SALES TAX			132,786.88	132,786.88		
	278 - HEALTHY EMPLOYE INITIATIVE			19.87	19.87		
	400 - CAPITAL PROJECTS FUND			63,410.00	63,410.00		
	401 - CONSTRUCTION FUND			589,209.27	589,209.27		
	404 - FIRE DEPARTMENT CAPITAL			15,728.50	15,728.50		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			184,853.03	184,853.03		
	1003 - 10:03 DWNTWN MAIN CNTRACT			243.36	243.36		
	1400 - ADMINISTRATION			128.74	128.74		
	1700 - ENGINEERING			856.14	856.14		
	1800 - IT/GIS			1,864.21	1,864.21		
	1901 - 19:01 NW 4TH STREET IMPR			25,936.00	25,936.00		
	1919 - 19:19 NW 3RD&JACKSON STRE			3,437.50	3,437.50		
	1940 - CITY HALL			157.11	157.11		
	2120 - POLICE DEPARTMENT			17,110.66	17,110.66		
	2121 - COMMUNITY SERVICE			319.91	319.91		
	2128 - K-9 PROGRAM			59.81	59.81		
	2150 - DUI FORFEITURE			40.00	40.00		
	2220 - FIRE DEPARTMENT			6,496.14	6,496.14		
	2400 - COMMUNITY DEVL/INSPECTION			10,120.12	10,120.12		
	2500 - CIVIL DEFENSE			1,969.88	1,969.88		
	2700 - ANIMAL CONTROL			3,745.00	3,745.00		
	3100 - S & S MAINTENANCE			8,791.79	8,791.79		
	3170 - TRAFFIC CONTROL			6,929.43	6,929.43		
	3190 - SANITARY SEWER EXPENSE			5,384.56	5,384.56		
	3230 - RECYCLING EXPENSE			58.50	58.50		
	5200 - PARK MAIN/ADMINISTRATION			4,418.93	4,418.93		
	5204 - CONCESSIONS			904.89	904.89		
	5215 - ADULT SOFTBALL			2.49	2.49		
	5280 - CAMPGROUND			262.43	262.43		
	5500 - LIBRARY-BUDGETED			1,785.48	1,785.48		

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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 ---							
	5503 - HOLDEN TRUST DONATION USE			370.49	370.49		
	6324 - NE SCDP GRANT			46.00	46.00		
	6515 - HEALTHY EMPLOYEE INITIATIVE			19.87	19.87		
	9000 - TRANSIT FUND			4,971.49	4,971.49		
	9030 - CONSTRUCTION PROJ-MISC			559,592.41	559,592.41		
	9050 - CAPITAL PROJECTS-MISC			63,410.00	63,410.00		
	9055 - FIRE DEPARTMENT CAPITAL			15,728.50	15,728.50		
	9200 - UNALLOCATED			13,943.61	13,943.61		
	9360 - LOCAL OPTION SALES TAX			132,786.88	132,786.88		

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# GL Distribution	Vendor Description GRANT	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 2969 - ARTSPACE BRAINE:							
8/1/2021							
67000	ARTSPACE BRAINERD LIMITED PARTNERSH REMIT TIF PAYMENT 8/1/2021	07/29/2021 pziemer	07/29/2021	3,435.31	0.00	Paid	Y 07/29/2021
277-6517-46602	REPAYMENT - LOAN			3,435.31			
Total for vendor 2969 - ARTSPACE BRAINE:				3,435.31	0.00		
Vendor 2740 - AT&T MOBILITY:							
X07032021/ADMIN							
66642	AT&T MOBILITY ACCT 287292136423 ADMIN DEPT CELL PH	06/25/2021 pziemer	07/08/2021	99.90	0.00	Paid	Y 07/08/2021
101-1400-43321	TELEPHONE			99.90			
X07032021/CD							
66643	AT&T MOBILITY ACCT 287292136423 COM DEV PHONES	06/25/2021 pziemer	07/08/2021	99.90	0.00	Paid	Y 07/08/2021
101-2400-43321	TELEPHONE			99.90			
X07032021/ENG							
66644	AT&T MOBILITY ACCT 287292136423 ENG DEPT CELL PHONE	06/25/2021 pziemer	07/08/2021	276.26	0.00	Paid	Y 07/08/2021
101-1700-43321	TELEPHONE			276.26			
07032021/IT							
66645	AT&T MOBILITY ACCT 287292136423 IT DEPT CELL PHONE	06/25/2021 pziemer	07/08/2021	613.79	0.00	Paid	Y 07/08/2021
101-1800-43321	TELEPHONE			99.90			
101-2400-45570	DNR TREE CAPITAL - OFFICE EQUIP			513.89			
X07032021/PARKS							
66646	AT&T MOBILITY ACCT 287292136423 PARKS DEPT CELL PH	06/25/2021 pziemer	07/08/2021	44.92	0.00	Paid	Y 07/08/2021
230-5200-43321	TELEPHONE			44.92			
X07032021/STREETS							
66647	AT&T MOBILITY ACCT 287292136423 STREET DEPT CELL PH	06/25/2021 pziemer	07/08/2021	99.90	0.00	Paid	Y 07/08/2021
235-3100-43321	TELEPHONE			99.90			
X07032021/TRANSIT							
66648	AT&T MOBILITY ACCT 287292136423 TRANSIT CELL PHONE	06/25/2021 pziemer	07/08/2021	49.95	0.00	Paid	Y 07/08/2021
203-9000-43321	TELEPHONE			49.95			
X07032021/POLICE							
66658	AT&T MOBILITY ACCT 287287520356 POLICE DEPT CELL PH	06/25/2021 pziemer	07/08/2021	1,875.18	0.00	Paid	Y 07/08/2021
225-2120-43309	COMPUTER TECHNICAL SUPPORT			675.31			
225-2120-43321	TELEPHONE			1,199.87			
Total for vendor 2740 - AT&T MOBILITY:				3,159.80	0.00		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Inv Ref#	Description	Entered By					
GL Distribution	GRANT						
Vendor 3922 - BRAINERD HISTORIC WATER TOWER PRESE:							
6/1/21							
66698	BRAINERD HISTORIC WATER TOWER PRESE	06/01/2021	07/08/2021	250.00	0.00	Paid	Y
	WATER TOWER - BRAINERD JAYCEES DONAT	pziemer					07/08/2021
101-0000-20803	WATERTOWER DONATIONS-CC			250.00			
Total for vendor 3922 - BRAINERD HISTORIC WATER TOWER PRESE:				250.00	0.00		
Vendor 1217 - CWC AUDITOR-TRE:							
8/1/21							
66999	CWC AUDITOR-TREASURER	07/28/2021	07/28/2021	1,549.38	0.00	Paid	Y
	8/1/21 BOND PAYMENT CITY SHARE REMIT	pziemer					07/28/2021
301-7000-46611	INTEREST PAYMENTS			1,549.38			
Total for vendor 1217 - CWC AUDITOR-TRE:				1,549.38	0.00		
Vendor 0133 - CWC RECORDER:							
KRUCHEK FEE							
66738	CWC RECORDER	07/07/2021	07/13/2021	46.00	0.00	Paid	Y
	KRUCHEK RECORDING SCDP	pziemer					07/13/2021
202-6324-43430	NE BRAINE/MISCELLANEOUS			46.00			
MCKAY FEE							
66740	CWC RECORDER	07/08/2021	07/13/2021	46.00	0.00	Paid	Y
	MCKAY SCDP RECORDING FEE	pziemer					07/13/2021
202-6324-43430	NE BRAINE/MISCELLANEOUS			46.00			
Total for vendor 0133 - CWC RECORDER:				92.00	0.00		
Vendor 2970 - DLP INVESTMENTS:							
8/1/2021							
67003	DLP INVESTMENTS, LLC	07/28/2021	07/29/2021	2,060.79	0.00	Paid	Y
	REMIT TIF PAYMENT DUE 8/1/2021	pziemer					07/29/2021
274-6505-46602	REPAYMENT - LOAN			2,060.79			
Total for vendor 2970 - DLP INVESTMENTS:				2,060.79	0.00		
Vendor 2742 - DVS:							
CZW942							
66958	DVS	07/27/2021	07/27/2021	26.00	0.00	Paid	Y
	SQD 430 REGISTRATION RENEWAL	pziemer					07/27/2021
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			26.00			
Total for vendor 2742 - DVS:				26.00	0.00		
Vendor 2308 - LHB INC.:							

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
190190.00-5							
66705	LHB INC.	07/12/2021	07/13/2021	10,860.00	0.00	Paid	Y
	HISTORIC WATER TOWER - PROF SVCS THRU	pziemer					07/13/2021
400-1481-43300	PROFESSIONAL SERVICES			10,860.00			
	Total for vendor 2308 - LHB INC.:			10,860.00	0.00		

Vendor 3107 - LUNCH BOX PROPE:

8/1/2021							
67002	LUNCH BOX PROPERTIES LLC	07/28/2021	07/29/2021	1,047.76	0.00	Paid	Y
	REMIT TIF PAYMENT DUE 8/1/2021	pziemer					07/29/2021
281-6514-46602	REPAYMENT - LOAN			1,047.76			
	Total for vendor 3107 - LUNCH BOX PROPE:			1,047.76	0.00		

Vendor 3937 - OFFICE OF ADMINISTRATIVE HEARINGS:

ORD 1503							
66739	MUNICIPAL BOUNDARY ADJUSTMENT UNIT	07/08/2021	07/13/2021	100.00	0.00	Paid	Y
	MAROHNN ANNEXATION FILING	pziemer					07/13/2021
101-2400-43350	PRINTING/LEGAL PUBLICATION			100.00			
	Total for vendor 3937 - OFFICE OF ADMINISTRATIVE HEARINGS:			100.00	0.00		

Vendor 2972 - PENTEX MANAGEME:

8/1/2021							
67004	PENTEX MANAGEMENT	07/28/2021	07/29/2021	1,314.91	0.00	Paid	Y
	REMIT TIF PAYMENT DUE 8/1/21	pziemer					07/29/2021
283-6506-46602	REPAYMENT-LOAN			1,314.91			
	Total for vendor 2972 - PENTEX MANAGEME:			1,314.91	0.00		

Vendor MISC - RADEN, LINDA & JEROME:

BFG20-0017							
66831	RADEN, LINDA & JEROME	07/20/2021	07/21/2021	2,400.00	0.00	Paid	Y
	BD Bond Refund	pziemer					07/20/2021
101-0000-20200	BFG20-0017			2,400.00			
	Total for vendor MISC - RADEN, LINDA & JEROME:			2,400.00	0.00		

Vendor 3576 - SUSO 2 BRAINERD:

8/1/2021							
67001	SUSO 2 BRAINERD LP	07/29/2021	07/29/2021	90,999.35	0.00	Paid	Y
	REMIT TIF PAYMENT DUE 8/1/2021	pziemer					07/29/2021
293-6512-46602	REPAYMENT - LOAN			90,999.35			
	Total for vendor 3576 - SUSO 2 BRAINERD:			90,999.35	0.00		

Vendor 1600 - TIMBERLAND TOWN:

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
8/1/2021							
67005	TIMBERLAND TOWNHOMES OF BRD LP	07/28/2021	07/29/2021	5,495.00	0.00	Paid	Y
	REMIT TIF PAYMENT DUE 8/1/21	pziemer					07/29/2021
292-6503-46602	REPAYMENT - LOAN			5,495.00			
	Total for vendor 1600 - TIMBERLAND TOWN:			5,495.00	0.00		

Vendor 2659 - U.S. BANK CORPO:

1798946

66997	U.S. BANK CORP - ACH	07/28/2021	07/28/2021	98,552.50	0.00	Paid	Y
	REMIT GO IMP BONDS 8/1/21	pziemer					07/28/2021
238-3160-46611	INTEREST PAYMENTS			2,400.00			
237-3190-46611	INTEREST PAYMENTS			1,200.00			
313-7920-46611	INTEREST PAYMENTS			1,092.50			
317-7960-46611	INTEREST PAYMENTS			3,750.00			
316-7950-46611	INTEREST PAYMENTS			1,280.00			
315-7940-46611	INTEREST PAYMENTS			4,700.00			
101-0000-14100	DUE FROM COMPONENT UNIT			10,881.25			
320-7100-46611	INTEREST PAYMENTS			1,406.25			
321-7810-46611	INTEREST PAYMENTS			1,742.50			
237-3190-46611	INTEREST PAYMENTS			7,925.00			
237-3190-46611	INTEREST PAYMENTS			3,485.00			
302-7700-46611	INTEREST PAYMENTS			10,650.00			
101-0000-14100	DUE FROM COMPONENT UNIT			41,275.00			
310-7850-46611	INTEREST PAYMENTS			6,765.00			

1800693

66998	U.S. BANK CORP - ACH	07/28/2021	07/28/2021	37,200.00	0.00	Paid	Y
	8/1/21 GO IMP BONDS REMIT	pziemer					07/28/2021
303-7200-46611	INTEREST PAYMENTS			12,650.00			
307-7600-46611	INTEREST PAYMENTS			13,450.00			
310-7850-46611	INTEREST PAYMENTS			11,100.00			
	Total for vendor 2659 - U.S. BANK CORPO:			135,752.50	0.00		

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
# of Invoices:	24	# Due:	0	Totals:	258,542.80	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					258,542.80	0.00	

--- TOTALS BY GL DISTRIBUTION ---

101-0000-14100	DUE FROM COMPONENT UNIT	52,156.25
101-0000-20200	BFG20-0017	2,400.00
101-0000-20803	WATERTOWER DONATIONS-CC	250.00
101-1400-43321	TELEPHONE	99.90
101-1700-43321	TELEPHONE	276.26
101-1800-43321	TELEPHONE	99.90
101-2400-43321	TELEPHONE	99.90
101-2400-43350	PRINTING/LEGAL PUBLICATION	100.00
101-2400-45570	CAPITAL - OFFICE EQUIP	513.89
202-6324-43430	MISCELLANEOUS	92.00
203-9000-43321	TELEPHONE	49.95
225-2120-42221	SQUAD CAR REPAIR SUPPLIES	26.00
225-2120-43309	COMPUTER TECHNICAL SUPPORT	675.31
225-2120-43321	TELEPHONE	1,199.87
230-5200-43321	TELEPHONE	44.92
235-3100-43321	TELEPHONE	99.90
237-3190-46611	INTEREST PAYMENTS	12,610.00
238-3160-46611	INTEREST PAYMENTS	2,400.00
274-6505-46602	REPAYMENT - LOAN	2,060.79
277-6517-46602	REPAYMENT - LOAN	3,435.31
281-6514-46602	REPAYMENT - LOAN	1,047.76
283-6506-46602	REPAYMENT-LOAN	1,314.91
292-6503-46602	REPAYMENT - LOAN	5,495.00
293-6512-46602	REPAYMENT - LOAN	90,999.35
301-7000-46611	INTEREST PAYMENTS	1,549.38
302-7700-46611	INTEREST PAYMENTS	10,650.00
303-7200-46611	INTEREST PAYMENTS	12,650.00
307-7600-46611	INTEREST PAYMENTS	13,450.00
310-7850-46611	INTEREST PAYMENTS	17,865.00
313-7920-46611	INTEREST PAYMENTS	1,092.50
315-7940-46611	INTEREST PAYMENTS	4,700.00
316-7950-46611	INTEREST PAYMENTS	1,280.00
317-7960-46611	INTEREST PAYMENTS	3,750.00
320-7100-46611	INTEREST PAYMENTS	1,406.25
321-7810-46611	INTEREST PAYMENTS	1,742.50
400-1481-43300	PROFESSIONAL SERVICES	10,860.00

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Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
--- TOTALS BY FUND ---							
101	- GENERAL FUND			55,996.10	0.00		
202	- SCDP GRANTS			92.00	0.00		
203	- TRANSIT FUND			49.95	0.00		
225	- PUBLIC SAFETY FUND			1,901.18	0.00		
230	- PARK & RECREATION FUND			44.92	0.00		
235	- STREET & SEWER FUND			99.90	0.00		
237	- SANITARY SEWER FUND			12,610.00	0.00		
238	- STORM SEWER FUND			2,400.00	0.00		
274	- ROYAL TIRE TIF			2,060.79	0.00		
277	- ARTSPACE TIF FUND			3,435.31	0.00		
281	- JIMMY JOHN'S TIF			1,047.76	0.00		
283	- TACO JOHN'S TIF FUND			1,314.91	0.00		
292	- TIMBERLAND TWNHMS TIF			5,495.00	0.00		
293	- BRAINERD MALL TIF FUND			90,999.35	0.00		
301	- SINKING 301 FUND			1,549.38	0.00		
302	- SINKING 302 18A GO			10,650.00	0.00		
303	- 2020A TAX ABATEMENT BONDS			12,650.00	0.00		
307	- 2020A GO IMPR BONDS			13,450.00	0.00		
310	- SINKING EQUIP CERTIFICATES			17,865.00	0.00		
313	- SINKING 2011A GO			1,092.50	0.00		
315	- SINKING 315 15A GO FUND			4,700.00	0.00		
316	- 2012A GO ISSUE			1,280.00	0.00		
317	- SINKING 317 13A GO FUND			3,750.00	0.00		
320	- SINKING 320 2015B GO			1,406.25	0.00		
321	- SINKING 321 15B REV REF			1,742.50	0.00		
400	- CAPITAL PROJECTS FUND			10,860.00	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
0000	-			54,806.25	0.00		
1400	- ADMINISTRATION			99.90	0.00		
1481	- HISTORIC WATER TOWER REPA			10,860.00	0.00		
1700	- ENGINEERING			276.26	0.00		
1800	- IT/GIS			99.90	0.00		
2120	- POLICE DEPARTMENT			1,901.18	0.00		
2400	- COMMUNITY DEVL/INSPECTION			713.79	0.00		
3100	- S & S MAINTENANCE			99.90	0.00		
3160	- STORM SEWER EXPENSE			2,400.00	0.00		
3190	- SANITARY SEWER EXPENSE			12,610.00	0.00		
5200	- PARK MAIN/ADMINISTRATION			44.92	0.00		
6324	- NE SCDP GRANT			92.00	0.00		
6503	- TIMBERLAND TWNHMS TIF			5,495.00	0.00		
6505	- ROYAL TIRE TIF			2,060.79	0.00		

08/12/2021 07:28 AM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/01/2021 - 07/31/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 7/7

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
--- TOTALS BY DEPT/ACTIVITY ---							
	6506 - TACO JOHN'S TIF			1,314.91	0.00		
	6512 - BRAINERD MALL TIF			90,999.35	0.00		
	6514 - JIMMY JOHN'S TIF			1,047.76	0.00		
	6517 - ARTSPACE TIF FUND			3,435.31	0.00		
	7000 - SINKING 301			1,549.38	0.00		
	7100 - SINKING 156A GO			1,406.25	0.00		
	7200 - SINKING 04A GO			12,650.00	0.00		
	7600 - SINKING 03B GO BONDS			13,450.00	0.00		
	7700 - SINKING 302 GO 18A			10,650.00	0.00		
	7810 - SINKING 15B EDA REFUNDING			1,742.50	0.00		
	7850 - SINKING EQUIP CERTIFICATE			17,865.00	0.00		
	7920 - SINKING 2011A GO			1,092.50	0.00		
	7940 - SINKING 15A GO FUND			4,700.00	0.00		
	7950 - SINKING 2012A GO			1,280.00	0.00		
	7960 - SINKING 2013A GO			3,750.00	0.00		
	9000 - TRANSIT FUND			49.95	0.00		

**Brainerd, MN
August 2nd, 2021**

Council met for a closed session at 7:00 p.m., pursuant to MN Statutes, 13D.03 Subd. 1b for Union Negotiation Strategy Session.

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 Vice President Johnson.

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

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

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND O'DAY, DULY CARRIED, TO APPROVE THE AGENDA.

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

- A. **Approval of Bills- Approved**
- B. **Approval of the Minutes of the Regular Meeting held on July 19th, 2021- Approved**
- C. **Approval of Licenses-Approved**
- D. **Department Activity Reports- Approved**
- E. **Adopt Resolution 41:21 Accepting Donations & Contributions for the 2nd Quarter of 2021 Parks- Adopted**

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

Community Member of the Month

Dave "Jonesy" Jones was recognized by Mayor Badeaux and Vice Chair Johnson as the Community Member of the month for August. He recently had one of the Bronco League baseball fields named after him. He was an enthusiastic and dedicated umpire for Parks and Recreation Youth Baseball League for 35 years. Mayor Badeaux as well as Vice Chair Johnson shared memories of "Jonesy" and expressed how deserving he is of both the field dedication and being recognized as the community member of the month.

Council Committee Reports

Safety and Public Works

Adopt Resolution- Street Vacation- Declaring Sufficiency of Petition and Setting a Public Hearing- Adopted

Committee Chair O'Day stated that, Lisa Paxton, 623 Ethel St, is petitioning the vacation of a portion of SW 7th Street. She has petitioned her neighbors and taken necessary steps to start the process of a street vacation. The resolution will set the public hearing to continue the process.

MOVED AND SECONDED BY ALDERMEN O'DAY AND PRITSCHET, TO ADOPT RESOLUTION 42:21 DECLARING THE PETITION TO VACATE A PORTION OF SW 7TH ST SUFFICIENT AND SETS THE PUBLIC HEARING FOR SEPTEMBER 7TH, 2021 DURING THE REGULARLY SCHEDULED CITY COUNCIL MEETING.

RESOLUTION 42:21

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

Event Application- Brainerd Homecoming Run 2021- Approved

Committee Chair O'Day stated that this run is set for October 2nd, 2021, at Kiwanis park.

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE THE EVENT APPLICATION UNDER THE CONDITION THAT THE APPLICANT CONTINUE COORDINATION WITH APPROPRIATE LAW ENFORCEMENT STAFF AND FILL OUT THE PARK USE APPLICATION SO THAT IT CAN BE SCHEDULED ACCORDINGLY.

Event Application- Tour of the Lakes- Approved

Committee Chair O'Day stated that this is a bicycle tour that would close the Laurel street parking lot.

MOVED AND SECONDED BY ALDERMEN O'DAY AND PRITSCHET, DULY CARRIED, TO APPROVE THE EVENT APPLICATION UNDER THE CONDITION THAT THE APPLICANT REQUEST TRAFFIC CONTROL 1 WEEK PRIOR TO THE EVENT.

Additional Item- Change Order #2 for Improvement 19-01 NW 4th St- Approved

Committee Chair O'Day stated the additional cost was \$15,000 due to the signal modification that required a detour. The funding is coming from state aid.

MOVED AND SECONDED BY ALDERMEN O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE CHANGE ORDER 2 FOR IMPROVEMENT 19-01 NW 4TH STREET.

Presentation- Safe Routes to School Engineering Study

Committee Chair O'Day stated that the Engineering study provided solid data to be strong applicant for grant funding to make the routes to neighborhood schools safer.

Mayor Badeaux stated that he is greatly in favor of the work having been done to keep children safe.

Personnel & Finance

Discussion of Requesting an Extension of the Small Cities Development Program (SCDP) Grant- Approved

Committee Member Stenglein stated that the committee talked about advantages and disadvantages, the HRA reported that they do not foresee all of the money being spent and keeping the grant open prevents application of future grants for other neighborhoods.

MOVED AND SECONDED BY ALDERMEN STENGLEIN AND STUNEK, DULY CARRIED, TO FOLLOW THE HRA BOARD'S RECOMMENDATION TO NOT SEEK AN EXTENSION FOR GRANT NUMBER CDAP-17-0019-OFY18, AND TO CLOSE OUT THE GRANT BY SEPTEMBER 30, 2021.

Adopt Resolution Approving Joint Powers Agreement with the Minnesota Bureau of Criminal Apprehension (BCA) and Authorize Signatures- Approved

Committee Member Stenglein stated that this resolution is similar to that of the criminal prosecutor a couple of meetings ago. The agreement is active for 5 years to use the BCA for background checks for hiring firefighters if the employee has lived out of the state of Minnesota.

MOVED AND SECONDED BY ALDERMEN STENGLEIN AND STUNEK, TO ADOPT RESOLUTION 43:21 APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF BRAINERD ON BEHALF OF ITS FIRE DEPARTMENT AND AUTHORIZING APPROPRIATE SIGNATURES.

RESOLUTION 43:21

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

Paid On-Call Firefighter Hiring List 2021 and Authorize to Hire-Approved

MOVED AND SECONDED BY ALDERMEN STENGLEIN AND STUNEK, DULY CARRIED, TO APPROVE THE FIRE DEPARTMENT TO ESTABLISH A PAID ON-CALL FIREFIGHTER HIRING LIST AND TO HIRE UP TO 4 PAID ON-CALL FIREFIGHTERS.

Ratify Hiring Community Service Officer Joshua Schueller-Approved

MOVED AND SECONDED BY ALDERMEN STENGLEIN AND STUNEK, DULY CARRIED TO RATIFY THE HIRING OF COMMUNITY SERVICE OFFICER JOSHUA SCHUELLER, STARTING AT A WAGE OF \$14.00 PER HOUR, EFFECTIVE JULY 28TH, 2021.

Ratify Hiring Police Officer Joshua Claussen- Approved

Committee Member Stenglein noted that the Police Department is very effective at starting officers on Step 1.

MOVED AND SECONDED BY ALDERMEN STENGLEIN AND STUNEK, DULY CARRIED, TO RATIFY THE HIRING OF POLICE OFFICER JOSHUA CLAUSSEN, STARTING AT LELS STEP 1 RATE OF \$28.26 PER HOUR, WITH AN EFFECTIVE DATE OF JULY 26TH, 2021.

Discussion of the Proration of the School Resource Officer Contract for 2nd Half of 2020-2021 School Year- Approved

Committee Member Stenglein stated that ISD 181 received a discount for the first half of the 2020-2021 school year due to COVID. They are requesting a discount once again. The amount was calculated using the same formula as when the school district was discounted previously.

Vice Chair Johnson stated that he is opposed due to the district choosing to be closed as well as the officer fulfilling the number of days contracted by the school. In addition, the contract says up to 176 days He is concerned about the district continuing to request for discounts in the future when the City is fulfilling the terms of the contract.

Finance Director Hillman stated that the contract will be renegotiated in September.

MOVED AND SECONDED BY ALDERMEN STENGLEIN AND STUNEK, TO AUTHORIZE STAFF TO REDUCE THE SCHOOL RESOURCE OFFICER CONTRACT AMOUNT WITH ISD 181 FOR THE 2ND HALF BILLING FOR THE 2020-2021 SCHOOL YEAR BY \$12,000.

Members Stunek, Pritschet, Stenglein, and Erickson voted “aye”. Members O’Day and Johnson voted “nay”. The Vice Chair declared the motion carried.

2022 Budget Proposed Timeline- Approved

MOVED AND SECONDED BY ALDERMEN STENGLEIN AND STUNEK, DULY CARRIED TO APPROVE THE PROPOSED TIMELINE AND SET A BUDGET WORKSHOP FOR MONDAY, AUGUST 30TH, 2021 AT 6:00 PM.

Unfinished Business

Adopt Resolution Approving Summary Publication of Charter Ordinance- Approved

Administrator Bergman stated that Ordinance 1516 was adopted on June 21st, 2021. The resolution states that the Charter has been amended and a summary of the amendments will be placed in the Dispatch. An entire copy of the Ordinance can be found at City Hall and online.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STENGLEIN TO ADOPT RESOLUTION 44:21 APPROVING SUMMARY PUBLICATION OF CHARTER ORDINANCE 1516

RESOLUTION 44:21

Upon roll call, members O’Day, Stunek, Pritschet, Stenglein, Erickson, and Johnson voted “aye”. No member voted “nay”. The Vice Chair declared the motion carried.

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)

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

Transportation Advisory Committee (TAC) – 1 term (Expire 2022)

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

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

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

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

Ad Hoc Committees – Applicants Needed

Water Tower Fundraising Committee – Two positions available

New Business

Consideration Resolution Establishing an Ad Hoc Committee to Save the Water Tower- Approved

City Administrator Bergman stated that with the approval of the policy for ad hoc committees current ad hoc committees must be approved by resolution. The Water Tower Committee is unique since it is a 501(c)3 and their main purpose is to raise money. However, their By Laws do state that they are an ad hoc committee of the Council.

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STUNEK TO ADOPT RESOLUTION 45:21 ESTABLISHING AN AD HOC COMMITTEE TO SAVE THE WATER TOWER.

RESOLUTION 45:21

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

Consider Resolution for Establishment of an Ad Hoc Committee to Advise the City Council on Parking- Approved

Community Development Director Chanski stated that the parking commission was reestablished in July of 2020 and currently has 5 members, this is a formal reestablishment of the committee per policy.

MOVED AND SECONDED BY ALDERMEN O'DAY AND STENGLEIN TO ADOPT RESOLUTION 46:21 ESTABLISHING THE PARKING COMMISSION, AN AD HOC COMMITTEE TO ADVISE THE CITY COUNCIL ON PARKING.

RESOLUTION 46:21

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

**Consideration for Resolution Dissolving the Walkable Bikeable Ad Hoc Committee-
Approved**

Community Development Director Chanski restated that the ad hoc committee had input on the decision of dissolution. The commission completed the mission that they were originally tasked with, and their plans have been integral in the planning and adopting of the streets policy and the non-motorized transportation plan.

Mayor Badeaux stated that he is disappointed to see this group dissolve he would have hoped that the committee had come to the Council with an ask for direction.

MOVED AND SECONDED BY ALDERMEN STUNEK AND O'DAY TO ADOPT RESOLUTION 47:21 ACKNOWLEDGING AND APPLAUDING THE ACCOMPLISHMENTS OF THE WALKABLE BIKEABLE CITY COMMITTEE AND DISSOLVING THE COMMITTEE UNTIL A TIME AT WHICH THE CITY COUNCIL DEEMS IT NECESSARY TO REESTABLISH IT.

RESOLUTION 47:21

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

Consideration for Conditional Use Permit for the Operation of an Automobile Dealership with Associated Mechanic Shop at 210 NW 5th St.- Approved

Member Erickson stated that this comes on the heels of the lighting plan by the Planning Commission. The applicant is willing and able to follow the guidelines.

MOVED AND SECONDED BY ALDERMEN ERICKSON AND PRITSCHET, DULY CARRIED, TO APPROVE THE CONDITIONAL USE PERMIT TO OPERATE AN AUTOMOBILE DEALERSHIP WITH ASSOCIATED MECHANIC SHOP AT 210 NW 5TH ST. WITH THE CONDITIONS THAT THE ENGINEERING AND COMMUNITY DEVELOPMENT DEPARTMENTS REVIEW AND APPROVE THE NEW SALES LOT DESIGN PRIOR TO CONSTRUCTION AND THAT ANY NEW PARKING LOT LIGHTING HAVE MOTION DETECTOR AND BE DIMMABLE TO 50% POWER AFTER BUSINESS HOURS.

Consideration for Conditional Use Permit for the Operation of a Private Learning Center at 310 N 7th St.- Postponed

Community Development Director Chanski stated that the application was submitted and passed by the Planning Commission unanimously after hearing extensive public input under the condition that the State of Minnesota and the City of Brainerd Building Official are met.

Vice Chair Johnson read a letter from Chair Bevans in opposition of the Learning Center.

Member Stenglein stated that she will be voting not to postpone as the Council can determine per its ordinance what the definition of a school is.

MOVED AND SECONDED BY ALDERMEN STENGLEIN AND PRITSCHET TO POSTPONE THE MATTER TO THE NEXT MEETING TO ALLOW COUNSEL WITH CITY ATTORNEY LANGEL.

Upon roll call, Members O'Day, Stenglein, and Erickson voted not to postpone the matter. Members Stunek, Pritschet, and Johnson voted to postpone the matter. Due to a tie vote, Mayor Badeaux voted to postpone the matter. The Vice Chair declared the motion carried.

Public Forum

The Vice Chair opened public forum at 8:06 p.m.

The Vice Chair recognized Mike Higgins, 1801 Mill Ave, to apologize for the lack of maintenance at the Brainerd Industrial Center. He also apologized for the delay in the demolition of the ballpark and buildings per the agreement with the City when the parking lot was purchased. Demolition will be done as soon as possible after maintenance is complete. Mayor Badeaux, Member Pritschet, and Vice Chair Johnson thanked Mike for his integrity in coming to the Council to make an apology.

The Vice Chair closed public forum at 8:11 p.m.

Staff Reports

Community Development Director Chanski stated that the EDA will meet on August 5th. The trailhead project has sent out request for proposal (RFP) for engineering and design services. The Riverfront Committee is going to request at the next Park Board meeting that 3 representatives from the Riverfront Committee be a part of the Management Team. In response to the zoning code feedback the consultants would like to sit down in pairs next week. It was requested that Mr. Chanski seek counsel on whether or not this is permitted.

City Engineer/ Interim Public Works Director Sandy stated that with the completion of the engineering study to anticipate grant solicitation for safe route recommendations.

Finance Director Hillman stated that the City received the first half of the ARPA dollars. The City received \$710,000, meaning that the overall amount to be received is just over \$1.4 million dollars. With budget coming up there will be a workshop to discuss the use of the ARPA dollars in September or October.

City Administrator Bergman thanked the Crow Wing County HRA for inviting the City of Brainerd to the Housing Trust Fund Discussion to talk with the Minnesota Housing Partnership about how the trust fund could benefit the City of Brainerd and its residents. Ms. Bergman stated that she had the opportunity to give a presentation to the National Association of Housing Redevelopment Officials about the transition from HRA Executive Director to City Administrator. She also had the opportunity to attend the Coalition of Greater Minnesota Cities Conference in Alexandria. About half of those attending were elected officials, she strongly suggests members of the Council take the opportunity to attend.

Mayors Report

Mayor Badeaux stated that the Park Board discussed the budget at the last meeting. He stated that he has some concerns about the scope of the budget, but he is supportive of the work that they have done on the process. He stated that after attending the Highway 210 presentation with MNDOT and the County Commissioners he wants to ensure that pedestrians and bicyclists are kept in mind throughout the process. He has been invited and will be attending the Mayor's Prayer Breakfast held at Grand View.

Council Member Reports

Member Stenglein stated that the Sesquicentennial plans are coming along. There is a meeting of the large group of partners coming up. She will be attending the fair and helping in a few booths. Having attended a few fairs already, she stated that Crow Wing County Fair is the best.

Member Pritschet stated that he has attended the Coalition of Greater Minnesota Cities Conference and it is well worth attending. Lakes Area Music Festival had their first concert in the new venue, which is magnificent. The Library Board met to vote and have started to discuss their budget for 2021.

Vice Chair Johnson stated that the HRA Board met, and he thanked the Council for approving discontinuing the Northeast SCDP Grant. It will allow them to apply for more grants for other areas. It is the intention to apply for a grant for the 210 Corridor.

Adjourn

MOVED AND SECONDED BY ALDERMEN PRITSCHET AND STUNEK, DULY CARRIED, TO ADJOURN THE MEETING.

The Vice Chair adjourned the City Council to the joint meeting at 8:25 p.m.

Jennifer Bergman
City Administrator

Pursuant to due call and notice thereof, the TH210 Joint Presentation of the Brainerd City Council and Crow Wing County Commissioners was called to order at 4:00 P.M. by Council Vice President Johnson.

Vice President Johnson opened the meeting with the Pledge of Allegiance to the flag.

Members of the City Council and County Commission introduced themselves. Noted as present were Council Members O'Day, Stunek, Pritschet, Stenglein, Erickson, and Johnson, County Commissioners Franzen, Brekken, Koering, Barrows, and Houge. Mayor Badeaux was noted as present. Representative Joshua Heintzeman was also present. Staff present included City Administrator Bergman, City Engineer/Interim Public Works Director Sandy, Crow Wing County Engineer Bray, Community Development Director Chanski, and Finance Director Hillman.

Workshop Overview

City Engineer/ Interim Public Works Director Sandy gave an overview of the work of the project management team for the Trunk Highway 210 project, as well as stated the purpose to the presentation was to provide public officials first opportunity at understanding the improvements the project will provide.

Project Overview and Background

Luke Wehseler, MNDOT, presented the overview of the project. The project will reconstruct TH210/ Washington Street, between Baxter Drive and Pine Shores Road. The project management team has taken steps to engage the community and address its needs, identify roadway improvements, and will inform residents, businesses, and visitors about the future construction plans. Community engagement thus far has been conducted through survey due to COVID. The engagement was significant with the first survey and identified traffic safety, moving through town, access to businesses, pedestrian crossing, and walking safety and comfort as elements that were most important to survey takers.

Proposed Solutions Overview and Input

Chris Hiniker, SEH, gave detail to solutions for issues and potential plans for the TH210/ Washington Street corridor. He gave a full segmented presentation of the improvements planned within the constraints of the current right of way. Each segment of the project presented had suggested improvements and pictographs of the design for understanding. The major area for improvement is in the area of the railroad and east mall where TH25 meets TH210/ Washington Street. There were 3 options presented to the joint meeting with video representation of traffic flow and future projected flow. Discussion of the joint meeting took place. The team is still seeking public input for this section of the project. Continued community engagement will be to continue to engage the public online with an online open house in late August that will be promoted on social media, GovDelivery, newspaper, and partner outreach. Detailed information packets will be available at City Hall and County facilities. Finally, a business workshop will be held by partnering with the Chamber of Commerce for businesses along the corridor.

Commissioner Barrows thanked the project management team for presenting first to the elected officials to provide them with the information necessary to address questions and concerns that may come up.

Adjourn

The Chair adjourned the joint presentation at 5:25

Jennifer Bergman
City Administrator

Contractor List

08/09/2021

Contractor Name	Address	Local License #	Licensee Type
ANTONSEN EXCAVATING INC Thomas Antonsen	17633 STATE HIGHWAY 6 (218) 534-3355	2021-0022	Excavator

Totals: 1

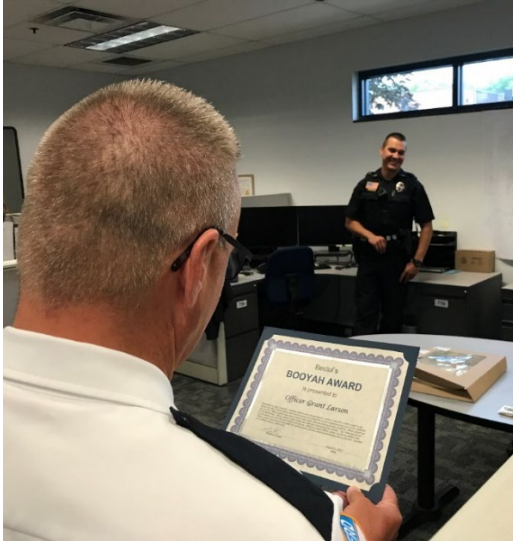
Population: All Records
Licensee.DateRegistered Between 7/28/2021 12:00:00 AM AND 8/9/2021 12:00:00 AM
AND
Licensee.LocalLicenseNumber Starts With 2
OR
Contractor.DateInsuranceExpires = 07/31/2021



BRAINERD POLICE DEPARTMENT MONTHLY REPORT



BESTUL'S BOOYAH AWARD



Officer Grant Larson was selected as the winner of the July Booyah Award for his life saving efforts. Brainerd officers were dispatched to a home on fire with a victim unable to get out on her own. Officer Larson was first on scene and located the woman inside the living room of the residence on a couch. Officer Larson was able to remove the victim, who was having trouble breathing. Officer Larson provided oxygen for the female.

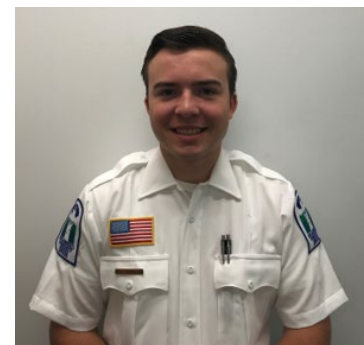
Sergeant Pallansch stated in his nomination that Officer Larson's radio traffic was calm and clear during the incident. Sgt. Pallansch arrived on the scene and found the home filling with smoke. Without a doubt, Officer Larson saved this person's life. Officer Larson remained modest after the incident while partners were complimenting him on his work. Excellent work Officer Larson! **BOOYAH!**

STAFFING & ASSIGNMENTS

Joshua Schueller is the newest member of the Brainerd Police Department. He started on July 18th and is a Community Service Officer.

Joshua is from the Bemidji area and is currently enrolled in the Law Enforcement Program at Central Lakes College here in Brainerd, and he aspires to become a Police Officer.

Two of our current Community Service Officers will be leaving us in mid-August to return to school in other areas of the state, so we are actively seeking additional applicants.





Sandy Anderson, Records Management Lead, retired after 19 years of service. Mayor Badeaux presented her with the Tower Award and Chief Bestul presented her with a Service Award on behalf of the Police Department. We wish Sandy the very best in her retirement!

Miranda Halverson was promoted to Records Management Lead to fill the position after Sandy Anderson retired.

Miranda was hired as a Community Service Officer with the Brainerd Police Department in April of 2015. In March of 2017, she moved into the records department as a Records Management Technician.

The hiring process to fill the Records Management Technician position left vacant with Miranda's promotion is underway and we hope to have a new person on board in the first part of September.



Officer Joshua Claussen started with the department on July 26th. This is Josh's first job in the law enforcement field.

Josh grew up in Bemidji Minnesota and attended the Bemidji high school. After high school Josh started his college career at Bemidji State University, later transferring to Mankato State University, where he finished his education in law-enforcement. He attended the Hibbing Police Skills Program.

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



Sgt. Rosier and Officer Houle instruct Officer Claussen in defensive tactics.

COMMUNITY OUTREACH

4TH OF JULY PARADE & FIREWORKS

Brainerd officers were on patrol for the 4th of July parade and fireworks, assisting with traffic and crowd control. Brainerd Community action plans and coordinates the 4th of July events that are so popular in the Brainerd area. The events were cancelled last year due to COVID, so residents and visitors were especially excited join in the events this year. The festivities were well attended and there were no incidents of concern.



FRAUD AWARENESS

Investigator Tony Runde gave a Fraud Identification and Mitigation presentation to city employees at the July Lunch N Learn.



CAR SEAT CLINIC

On July 29th, the Brainerd Police Department conducted a child car seat clinic from 2pm to 7pm at the Northern Pacific Center. This was the first clinic hosted by Brainerd Police Department since 2019, and it was the first time a clinic hosted by the department was not held at the police department.

A total of 14 child car seats were checked and three seats were given to families in need. The clinic would not have been possible without the Brainerd Fire Department and the Pequot Lakes Police Department, who each provided a certified child passenger seat technician for the clinic. A special thank you to Goody's Gourmet Treats, who generously donated bags of popcorn for participants in the clinic!

Visit the National Highway Transportation Safety Administration website via this link to learn more about Car Seats and Booster Seats: <https://www.nhtsa.gov/equipment/car-seats-and-booster-seats#find-&-compare-seats>.

UPWARD BOUND FISHING WITH KIDS

The Upward Bound Fishing with Kids event will be held on Wednesday, August 11th, on Gull Lake.

Local law enforcement officers from the Brainerd, Baxter, Crosby, and Breezy Point Police Departments, as well as the Crow Wing County Sheriff's Office, Minnesota State Patrol, and Minnesota Department of Natural Resources will spend the day fishing with 26 local youths.

Five pontoons have been rented for the event, which will also include, lunch at Ernie's, giveaways (fishing rods, tackle boxes, swag bags), etc.



LAKES AREA LAW ENFORCEMENT ASSOCIATION

Officer Drew Selvestra spoke to the Lakes Area Law Enforcement Association (LALEA) regarding his current assignment as School Resource Officer with ISD 181. Officer Selvestra shared his experiences with the COVID pandemic protocols as it affected staff and students, and how law enforcement and staff worked together on Active Shooting training.

The Lakes Area Law Enforcement Association supports the Brainerd Police Department, Baxter Police Department, Crow Wing County Sheriff's Department, and various public events as volunteers throughout Crow Wing County. Members assist with traffic control, crowd control, and security for some requested events, which include in-line skating events, triathlon events, bike touring events, public safety events, public service events, and parades.



TRAINING & STAFF DEVELOPMENT

PATROL On-Line

Officers continued to complete OSHA mandated and required mental health crisis training through PATROL On-Line in the month of July.



OVERALL CALLS FOR SERVICE

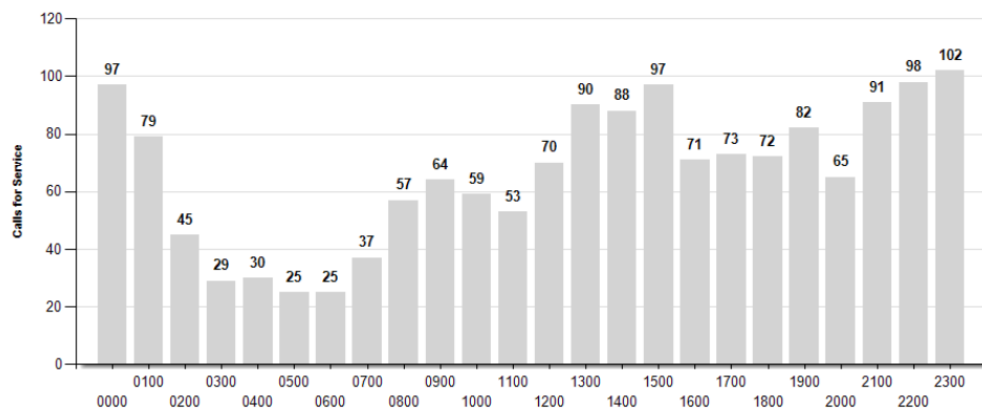
July	2021	2020
Number of Calls for Service	1599	1568



Calls for Service Hourly

7/1/2021 to 7/31/2021

Total Calls: 1636

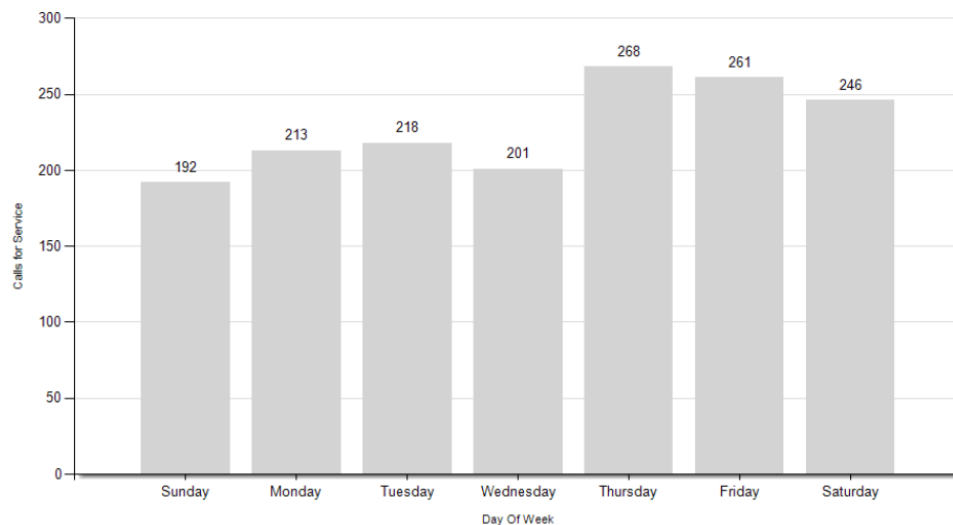


Calls for Service Day Of Week

Start Date: 7/1/2021

End Date: 7/31/2021

Total Calls: 1636



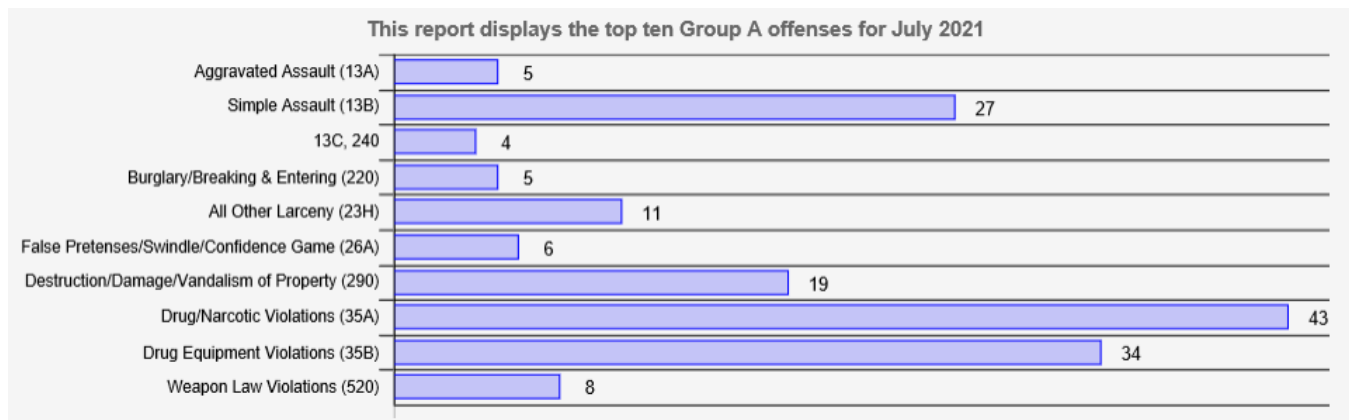
CRIME STATISTICS

July	2021	2020
Group A Offenses Known or Reported to Police	989	904
Group A and B Arrests	465	437

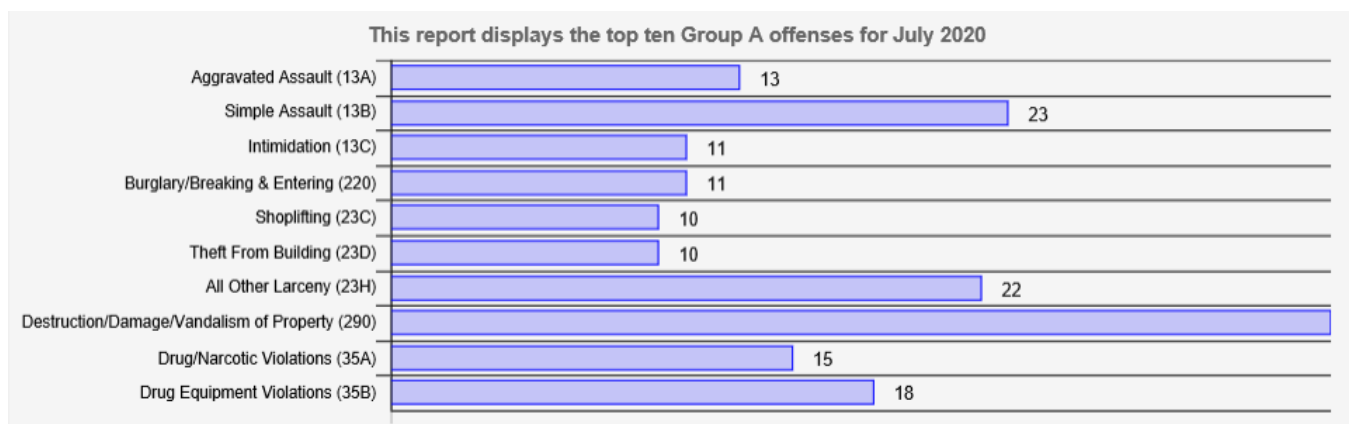
**** Note: 2021 totals do not include case files that have not yet been coded.**

TOP 10 GROUP A OFFENSES

July 2021

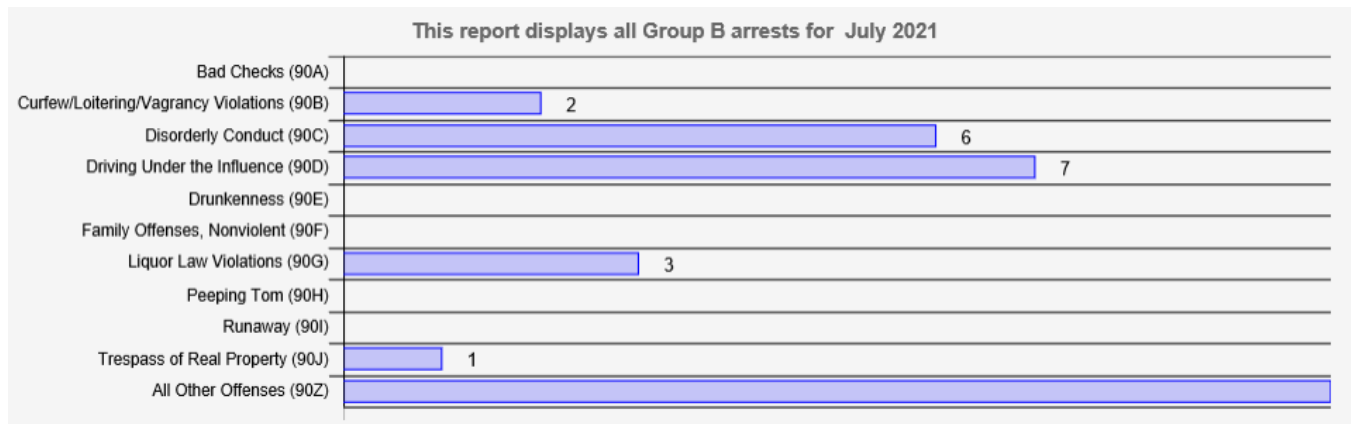


July 2020

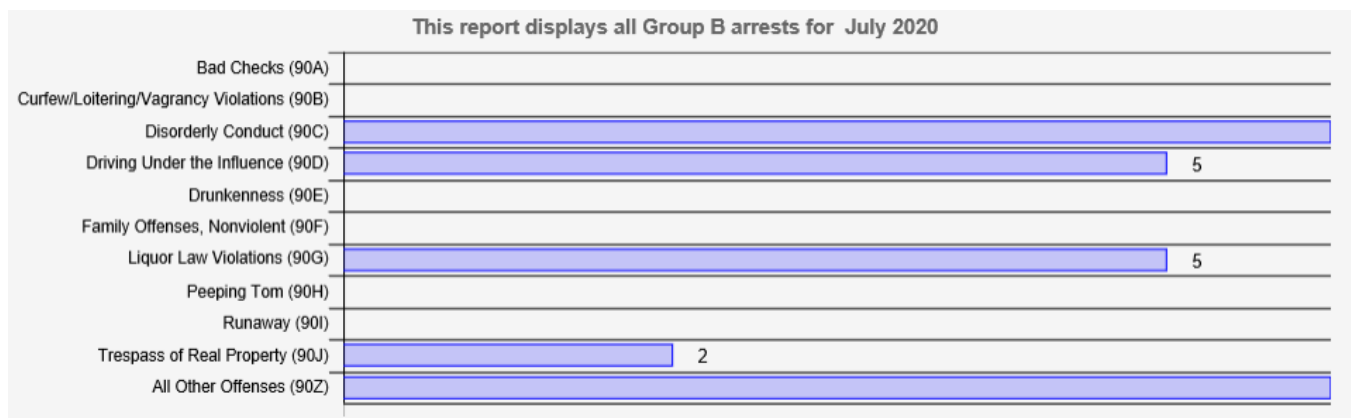


GROUP B ARREST DATA

July 2021



July 2020



CITATIONS, PARKING TICKETS, & WRITTEN WARNINGS

July	2021	2020
Citations (Inc. Parking Tickets & Written Warnings)	236	192

20 parking tickets issued in the month of July, with the following dispositions.

1	Dismissed
	Business Validations
8	Paid in Full
1	Partial Payments Received
10	No Payment Received

Revenue Recapture Receipts:

2020 Total:	\$8,304.50
2021 To Date:	\$6,135.82

CONDUCT ON PREMISES ACTIVITY REPORT

ICR	Date Reported	Title	Address	Summary
21009364	07/06/21	Conduct on Premises	612 Norwood St	Conduct on Premises
21009785	07/15/21	Conduct on Premises	602 James St	Conduct on Premises

BODY WORN CAMERA DATA REPORT

Month	Number of Videos	Hours of Video	GB of Videos	Average MB per Video	Average Time Length of Videos	Average Number of Videos per Day
July	2153	498	870	414	13.89 Minutes	69



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

August 16th, 2021

7:00 P.M.

WebEx Teleconference Call-In Information

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

Access Code: 146 618 3969

1. Consider Policy Creation and Street Light Request - 1604 14th Avenue NE



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 Public Utilities

Request for Street Lighting Form

Date requested: 7/18/2021

Requested By: Wayne Kampen

Address: 1604 14th Ave NE

Brainerd, MN

Location of street lights: Across street from 1526 14th Ave NE

Attached street light plan or sketch

When public utilities was contacted we were informed that that light had been deactivated by the city. This light pole is the main source of light on our street. Without it it is a safety hazard, especially with our disabled, elderly and blind neighbors. Thank you.

City of Brainerd
Approved /Date: _____

Brainerd Public Utilities
Approved /Date: _____

City Engineer

Superintendent

Street Lighting Annual Costs		
Year	Annual Cost	Monthly Cost
2008	\$ 355,633.47	\$ 29,636.12
2009	\$ 258,448.66	\$ 21,537.39
2010	\$ 201,037.60	\$ 16,753.13
2011	\$ 189,043.42	\$ 15,753.62
2012	\$ 169,763.50	\$ 14,146.96
2013	\$ 153,586.84	\$ 12,798.90
2014	\$ 160,689.88	\$ 13,390.82
2015	\$ 164,251.33	\$ 13,687.61
2016	\$ 163,475.82	\$ 13,622.99
2017	\$ 175,406.67	\$ 14,617.22
2018	\$ 214,625.18	\$ 17,885.43
2019	\$ 198,237.38	\$ 16,519.78
2020	\$ 194,826.24	\$ 16,235.52

Brainerd Public Utilities
Analysis of City Streetlighting Costs

Year	Number of Lights at Year End	Net Change in No. of Lights	Total Annual Street Lighting Costs	Average Annual Cost Per Light	Annual Savings by Street Lighting Reduction Program
2007	1,672	-	\$ 359,005	\$ 214.72	
2008	1,589	(83)	355,633	\$ 223.81	
2009	1,586	(3)	258,449	\$ 162.96	
Jan-April 2010	1,578	(8)	81,755	\$ 51.81	
May-Dec 2010	1,168	(410)	119,283	\$ 102.13	\$ 41,872
2011	1,195	27	189,043	\$ 158.19	60,589
2012	1,211	16	169,764	\$ 140.18	51,448
2013	1,213	2	153,587	\$ 126.62	46,215
2014	1,220	7	160,690	\$ 131.71	47,153
2015	1,226	6	164,251	\$ 133.97	47,159
2016	1,226	-	163,476	\$ 133.34	46,936
2017	1,228	2	175,407	\$ 142.84	49,994
2018	1,339	111	214,625	\$ 160.29	38,309
2019	1,305	(34)	198,237	\$ 151.91	41,470
2020	1,305	-	194,826	\$ 149.29	40,757
Jul-21	1,357	52	115,034	\$ 84.77	18,734
Total Savings					\$ 530,635
Average				\$ 141.78	

City of Mankato Street Lighting Policy

I. OVERVIEW

The intent of this policy is to specify street lighting standards that will uniformly be implemented throughout the city. This policy has been designed to promote vehicle and pedestrian safety that is fair and affordable to the city and its residents.

Street lighting plans shall be submitted to the city for review, with the final approval of the plan determined by the city engineer. The following guidelines shall be implemented for new and existing developments.

A. New Subdivisions

The developer shall pay the full capital costs of every light to be installed by the appropriate utility company for that area. This includes, but is not limited to, poles, fixtures, underground wiring, and any equipment necessary to construct an operational lighting system. The developer shall pay all operational and maintenance costs associated with lighting above the city of Mankato's minimum standard lighting design until the costs can be transferred to the future property owners

All light poles and fixtures shall be the current city standard color.

1. Residential Streets - Minimum Standards

Street lights shall be located at all intersections. If intersections are spaced more than 750 feet apart, mid block lighting shall be provided at a maximum spacing of 500 feet or equidistant between the intersections. For dead end streets, lighting shall be provided at the intersection and a minimum spacing of 330 feet and maximum of 500 feet along the street segment.

Street light standards shall be as follows:

- Standard Street Light Type: 30' direct-buried fiberglass pole, 4' mast arm, 100W high pressure sodium bulb, and full cutoff Cobrahead style fixture.

Alternatives to the standards listed above may be proposed for consideration of the city engineer. See Special Lighting Districts for additional information.

2. Collector Streets in Residential Areas - Minimum Standards

Street lights shall be located at all intersections. If intersections are spaced more than 750 feet apart, mid block lighting shall be provided at a maximum spacing of 500 feet or equidistant between the intersections. Street lights shall also be placed on sharp curves.

Street light standards shall be as follows:

- Standard Street Light Type: 30' direct-buried fiberglass pole, 4' mast arm, 100W high pressure sodium bulb, and full cutoff Cobrahead style fixture.

Alternatives to the standards listed above may be proposed for consideration by the city engineer. See Special Lighting Districts for additional information.

3. Arterial and Collector Streets - Minimum Standards

Street lighting installed along these routes is typically designed and constructed by the city of Mankato.

Typical geometric layouts may be one or a combination of the following:

- Two-sided lighting
 - Staggered configuration
 - Opposite configuration
- One-sided
- Median lighting
- Trail lighting

4. Industrial and Commercial Areas - Minimum Standards

Street lights shall be located at all intersections. If intersections are spaced more than 750 feet apart, mid-block lighting shall be provided at a maximum spacing of 500 feet or equidistant between the intersections. Street lights shall be placed on sharp curves

Street light standards shall be as follows:

- Standard Street Light Type: 30' direct-buried fiberglass pole, 4' mast arm, 100W high pressure sodium bulb, and full cutoff Cobrahead style fixture.

5. Special Lighting Districts

Special lighting districts may be established where alternative lighting standards are proposed and are in excess of the standards listed in this policy. The district shall provide for the property owners benefitting the lighting to pay all costs associated with the lighting including , but not limited to, poles, fixtures, underground wiring, any equipment necessary to construct an operational lighting system, and all operational and maintenance costs associated with lighting. The Special Lighting District shall require the establishment of an owner's association with consent to be assessed for costs should the association fail to pay any billed costs. Special lighting districts will be reviewed by the city engineer, Multi-Modal Transportation Committee, and must be approved by the Mankato city council.

B. Existing Development

Where traffic and pedestrian safety clearly warrants, a street light may be placed upon the recommendation of the city engineer's office. Warrants shall include a minimum Average Daily Traffic (ADT) of 2000 vehicles and/or a layout such that, in the city engineer's estimation, significant safety improvement might be obtained by the installation of a street light. Benefits of such installations extend to the city as a whole and will be done at the city's expense.

Alternatively, property owners may request additional lighting for their neighborhoods through a petitioning process. It is requested that petitioners contact the city prior to circulating their petition, to obtain direction as to where street lights are warranted and where a special lighting district may need to be defined. The petitioning process will be as follows:

- The property owner shall contact the city engineering department and provide the location of the proposed light. The engineering department will then determine the affected area. The affected area will become a special lighting district if warrants are not met. If warrants are met, no further action is required by the petitioner.

- If warrants are not met, the petitioner shall contact the appropriate utility company to obtain a quote, which shall include all capital costs for the installation and maintenance of the proposed lights.
- The petitioner shall circulate a petition and obtain signatures from 35 percent of the property owners in the affected area that are in favor of the proposed light location(s). The petition shall include proposed light location(s), cost of installation, and monthly maintenance cost. All costs associated with purchase, installation, and maintenance shall be divided among the affected area property owners.
- The engineering department will validate the petition for accuracy.
- If approved, payment shall be made prior to the installation of the light(s), including the cost of poles, fixtures, wiring, and any other cost that may be associated with the operation of the light(s). The method of payment shall be as directed by the city finance department.

In existing developments, new lights shall match in style and wattage to those already in place. If no lights are currently in place, the 100 watt H.P.S. cobra style shall be the standard.

C. Alley Lighting

The city does not currently light alleys. Property owners may request lights to be installed in alleys and may proceed under one of three options: petitioning process, self installation, pedestrian safety.

Lighting fixture standards for all 3 options shall be as follows:

- Automatic Protective Light/Night Watch light semi-cutoff 100 watt H.P.S. lamp mounted on a wood pole, conforming to city standards.

1. Petitioning Process

The petitioning process will be as follows:

- Owners shall contact the city engineering department and provide the location of the proposed light. Engineering will then determine the affected area. Typically, affected areas will be defined as the alley providing access to one block area. The affected area will become a special lighting district if approved.
- The petitioner shall contact the appropriate utility company to obtain a quote, which shall include all capital costs for the installation and maintenance of the proposed lights.
- The petitioner shall circulate a petition and obtain signatures from a minimum of 4 property owners or 35 percent, whichever is less, in the affected area. The petition shall include proposed light location(s), cost of installation, and monthly maintenance cost. All costs associated with purchase, installation, and maintenance shall be divided among the property owners in favor of the proposed light.
- The engineering department will validate the petition for accuracy.
- If approved, payment shall be made prior to the installation of the light(s), including the cost of poles, fixtures, wiring, and any other cost that may be associated with the

operation of the light(s). The method of payment shall be as directed by the city finance department.

2. Self-Installation

A property owner residing along an alley may make a request to the appropriate utility company to install an automatic protective light/nightwatch light. The resident shall be responsible for all installation and operating costs. The costs may be distributed among the neighbors, but the city will have no involvement in this process.

3. Pedestrian Safety

Where pedestrian safety clearly warrants, a street light may be placed upon the recommendation of the city engineer's office. Benefits of such installations extend to the city as a whole and will be done at the city's expense.

II. FUNDING FOR INSTALLATION

1. New Subdivision

Residential, commercial, and industrial developers will pay for the installation of street lighting systems meeting street lighting standards. Requests for additional lights or alternate styles will result in a special lighting district.

2. Special Lighting Districts within Existing Subdivision

New street lights shall be paid for by the property owners within the affected area as determined by the engineering department. Payments will be received by the engineering department, who will then reimburse the appropriate utility company for the installation of the street lights. Property owners shall have the option to pay the city the total cost of installation immediately, or add it to their utility bill and have a monthly fee over the duration of 1 year plus interest.

III. OPERATION AND MAINTENANCE

1. Standard Street Lighting

Standard street lighting is defined as that lighting that conforms to the minimum requirements of this policy. The replacement of bulbs, fixtures, and poles are maintained by one of the city's appropriate utility companies through operating costs. Residents are requested to contact either the city of Mankato's website or the appropriate utility company for street lights that are burnt out, stay on continuously, or are turning on and off repeatedly. Maintenance costs, which include power, equipment failures and equipment replacement, are covered through the operating costs of the street lights and shall be a cost to the city of Mankato.

A lighting utility monthly charge is proposed for all city utility customers. The purpose of the utility charge is to fully fund the operation, installation, maintenance, and replacement of street lighting in the city. The amount of the utility charge shall be established by city council resolution.

The establishment of the lighting utility shall take into account the various lighting standards for the residential, commercial, and industrial streets. The utility must be

established by ordinance and conform to the standards of the Mankato City Code and Charter.

City of Mankato Public Works and Engineering Department

City of Mankato Website

www.ci.mankato.mn.us

Report a street light outage under the engineering or public works departments

Benco Electric

PO Box 8

Mankato, MN 56002

1.888.792.3626

<http://www.benco.org/contactus.cfm>

Xcel Energy

210 Lime Street, POB 1090

Mankato, MN 56002

1.800.960.6235

<http://www1.xcelenergy.com/ODL/OUTAGEREPORT/>

Please see the online Utility Territory Map on the city of Mankato website for the appropriate lighting utility company.

2. Special Lighting Districts

Special lighting districts may be established where alternative lighting standards are proposed and are in excess of the standards listed in this policy. The district shall provide for the property owners benefitting the lighting to pay all costs associated with the lighting including , but not limited to, poles, fixtures, underground wiring, any equipment necessary to construct an operational lighting system, and all operational and maintenance costs associated with lighting. The Special Lighting District shall require the establishment of an owner's association with consent to be assessed for costs should the association fail to pay any billed costs. Special lighting districts will be reviewed by the city engineer and Multi-Modal Transportation Committee, and must be approved by the Mankato city council.

Alley Lighting

Property owners signing and meeting the petition requirements will divide the cost amongst them and pay all associated operational costs.

The cost of energy, full maintenance, equipment, and equipment replacement shall be billed at the end of the year to the benefiting parties

IV. UTILITY TERRITORY MAP

The Utility Territory Map shows the boundaries between Xcel Energy and Benco Electric. This map may be used to route maintenance issues, requests for additional lighting and for additional development to the appropriate utility company. The utility map may be found online at the following address:

<http://www.ci.mankato.mn.us/cityMaps.aspx>

PRODUCT OFFERINGS OF XCEL ENERGY AND BENCO ELECTRIC COOPERATIVE



STYLE A (Standard)

A round, smooth tapered shaft available in varying heights, anchor based or direct buried.

Fiberglass – 18’ or 30’ direct buried.

COLORS: BRONZE ONLY

Aluminum – 18’ direct buried.

COLORS: BRONZE, BLACK & GREEN

Aluminum – 30’ base mounted.

COLORS: BRONZE & GREEN



Cobrahead (Standard)

Reliable Standard

The Cobrahead is appreciated for function and form that contributes to the safety and security of well-lit streets for your residents and business patrons.

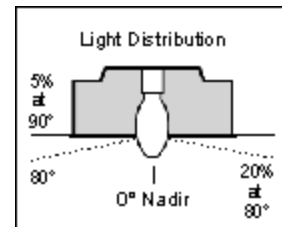
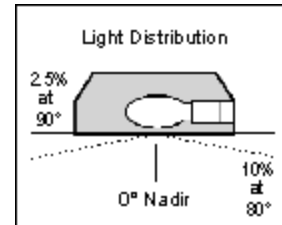
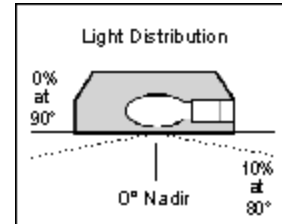
COLORS: GREY ONLY

Available on pole style “A” only

V. DEFINITIONS

Photometry Terms and Lighting Terminology

- Full Cutoff:** A luminaire is considered full cutoff when no light is present at or above a horizontal plane
- Cutoff:** A luminaire is considered cutoff when a minimum amount of light is directed at a horizontal plane. Light above the horizontal plane is limited to less than 2.5% of the total lamp lumens.
- Semi -Cutoff:** A luminaire is considered semi-cutoff when more light is permitted at a horizontal plane than in the cutoff luminaire. Similar to cutoff, light above the horizontal plane is limited to less than 5% of the total lamp lumens.
- Luminaire:** A complete lighting unit consisting of one or more electric lamps, lamp holder, any reflector or lens, ballast and any other components and accessories.
- Average Maintained Illuminance:** The average level of horizontal illuminance on the roadway pavement when the output of the lamp and luminaire is diminished by the maintenance factors; expressed in average footcandles for the pavement area.
- Uniformity Ratio:** The ratio of the Average Maintained Illuminance level to the Minimum Maintained Illuminance level. The uniformity ratio is used as a design check to ensure lighting performance.
- Footcandle:** The English unit of illuminance; illuminance on a surface one square foot in area on which there is uniformly distributed a light flux of one lumen. One footcandle equals 10.76 lux.
- Special Lighting District:** A district or subdivision, with limits to be defined by the City Council, where property owners desire special decorative lighting or more lighting fixtures than the city's standard level of lighting and are willing to be assessed for the additional costs of the lighting.



Street Classifications

- **Major Arterials** – Facilitate relatively long trip lengths at moderate to high operating speeds with somewhat limited access to adjacent properties. Major arterials generally serve major centers of activity in urban areas and have the highest traffic volume corridors. These streets are often major gateways to the community.
- **Minor Arterials** – Provide somewhat shorter trip lengths than major arterials, generally interconnected with and augment major arterials routes at moderate operating speeds, and allow somewhat greater access to adjacent properties than major arterials.
- **Major Collectors** – Collect and distribute significant amounts of traffic between arterials, minor collectors, and local streets at moderate to low operating speeds. Major collectors provide for more accessibility to adjacent properties than arterials.
- **Minor Collectors** – Collect and distribute moderate amounts of traffic between arterials, major collectors, and local streets at relatively low operating speeds with greater accessibility than major collectors.
- **Local Streets** – Generally provide direct access to abutting properties. Local streets possess relatively low traffic volumes, operating speeds, trip lengths, and minimal through traffic movements.

RESOLUTION NO. 7301

**A Resolution Adopting A Revised Street Lighting
Policy For The City of Shakopee**

WHEREAS, the City Council desires to establish a written policy on street lighting for the City of Shakopee; and

WHEREAS, a Street Lighting Policy was adopted on June 2, 1998 by Resolution No. 4923; and

WHEREAS, changes in lighting standards for poles and luminaires are desired for the Street Lighting Policy; and

WHEREAS, a Revised Street Lighting Policy has been prepared and was reviewed by the City Council at its May 7, 2013 Council meeting.

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

1. That the Revised Street Lighting Policy, a copy of which is attached hereto is hereby adopted.
2. This policy shall become effective May 7, 2013.

Adopted in regular session of the City Council of the City of Shakopee,
Minnesota, held this 7th day of May, 2013.



Mayor of the City of Shakopee

ATTEST:



City Clerk

CITY OF SHAKOPEE STREET LIGHTING POLICY

I. OVERVIEW

The City intends that this street lighting policy promote the safe travel of City streets in a manner both fair and affordable to the City and its residents. Street lighting promotes pedestrian and traffic safety and to that extent the City shall approve street lighting where warranted by such concerns. Lighting requests shall come either by recommendation of the City Engineer or by property owners.

II. STREET LIGHTING STANDARDS

A. GENERAL STANDARDS

1. The developer shall pay the full capital costs of every lighting unit to be installed. This includes poles, luminaires, conduit, underground wiring, lighting controllers and all appurtenant work. The developer shall pay operation and maintenance for the lighting system as per City Ordinances and Shakopee Public Utilities Commission's Policy.

PLAN APPROVAL – All lighting plans are submitted to the City and Shakopee Public Utilities Commission for review with the approval of street lighting plans as determined by Shakopee Public Utilities Commission's Utility Manager and the City's Public Works Director.

B. NEW SUBDIVISIONS

I. *Residential streets ((Average lot size of 2.5 acres or less))*

Lighting units shall be placed at intersections, with no more than 300 feet between lighting units where intersections are more than 450 feet apart, and at the ends of cul-de-sacs where the distance from the end of the cul-de-sac to the street intersection is greater than 250 feet. Developers shall also install lighting units to City Standards at the intersections of residential streets with collector streets.

The lighting unit standards shall be as per Shakopee Public Utilities Commission's recommendations and generally as follows:

Local Residential Streets: 24-foot direct embedded, dark bronze anodized tapered aluminum pole with a 70-watt LED luminaire mounting height of approximately 19.5 feet above finished grade. See Coach Lantern Lighting Unit Detail.

2. ***Residential Streets (Average lot size is greater than 2.5 acres)***

Lighting units shall be the same as for local residential streets where average lot size is 2.5 acres or less. Street lights shall be placed at intersections, with no more than 600 feet between lighting units where intersections are more than 900 feet apart, and at the ends of cul-de-sacs where the distance from end of cul-de-sac to the street intersection is greater than 500 feet. See Coach Lantern Lighting Unit Detail.

3. ***Arterial and Collector Streets in Residential Areas***

Lighting units shall be placed at intersections and spaced no more than 300 feet between lighting units where intersections are more than 450 feet apart, with lighting typically alternating from one side to the other depending on the width of the street.

The lighting unit standards shall be per Shakopee Public Utilities Commission's recommendations and generally as follows:

Arterial and Collector Streets (north of Shakopee Bypass): 40-foot wooden poles with a 160-watt rectilinear LED luminaire and a 6-foot arm having a luminaire mounting height of approximately 32 feet above finished grade.

Arterial and Collector Street (south of Shakopee Bypass): 34-foot direct embedded, dark bronze anodized tapered aluminum pole with a 160-watt rectilinear LED luminaire and a 6-foot arm having a luminaire mounting height of approximately 28 feet above finished grade. See Rectilinear Style Lighting Unit Detail.

4. ***Industrial Areas***

Lighting units shall be placed at intersections and spaced no more than 450 feet between lighting units where intersections are more than 675 feet apart.

Lighting units shall be the same as Collector Streets (south of Shakopee Bypass). See Rectilinear Style Lighting Unit Detail.

5. ***Commercial Areas***

Lighting units shall be placed at intersections and spaced no more than 300 feet between lighting units where intersections are more than 450 feet apart, with lighting units alternating from one side to the other depending on the width of the street.

Street lighting standards shall be the same as Collector Streets (south of Shakopee Bypass). See Rectilinear Style Lighting Unit Detail.

6. *Pedestrian Ways and Trails*

Walkway and trail lighting units, when approved by the City, shall be placed along pedestrian trails and walkways and at intersections with spacing to be determined on a design basis. Lighting unit orientation will be optimized to provide light primarily to the pedestrian way. The donation of power for these type of lighting units would be determined by SPUC on a case by case basis.

The lighting unit standards shall be per Shakopee Public Utilities Commission's recommendations and generally as follows:

Downtown Central Business District, bridge walkways, pedestrian trails and plazas: Decorative fluted aluminum pole, powder-coated dark bronze in color with an 80-watt LED luminaire having a luminaire mounting height of approximately 15 feet above finished grade. The pole shall be mounted to a concrete anchor base. See Pedestrian Way and Trail Lighting Unit Detail.

7. *Special Lighting Districts*

Special lighting districts can be established only when approved by the City Council and Utilities Commission (I.E. Downtown Central Business District).

C. EXISTING SUBDIVISIONS

Where traffic safety clearly warrants, a lighting unit may be placed upon the recommendation of the City Engineer's office. The basis of such warrants shall be a minimum average daily traffic of 2000 vehicles or a layout such that, in the City Engineer's estimation, significant improvement in safety might be obtained by the placement of a lighting unit. Since the benefit of such installations extends to the City as a whole, these will be done at City expense.

When property owners request additional lighting for the neighborhoods, they must do so by petition – signed by 60% of the property owners affected by the proposed light. The affected area shall be 150 linear feet on either side of the proposed light, on both sides of the street. The placement of the proposed lighting unit shall be specified in the petition. Petitioners shall approach the City, prior to circulating their petition, to obtain direction as to where street lights are warranted for their neighborhoods. Lighting unit shall be approved if they meet the criteria for street lighting standards.

If approved, each lighting unit shall be paid for by the affected residents. Payment shall be made prior to the installation of the lighting unit and shall

include the cost of poles, fixtures, conduit, underground wiring and all appurtenant work. The method of payment shall be as directed by the City Finance Department. The City shall assume operation and maintenance costs for a light from the time it is energized by the utility and as per City/Shakopee Public Utilities Commission agreements by separate resolutions.

In existing developments, new lighting units shall match in style and wattage those already in place. If no lighting units are currently in place, then 160-watt LED rectilinear lighting unit or a 70-watt coach lantern shall be the standard.

D. COUNTY HIGHWAYS

1. Lighting units shall be placed in intersections when the street light warrants, as established by Scott County Highway Department have been met. If warrants are met, per County policy, the County pays for the installation of the lighting unit with the cost of maintenance and operation to be provided as agreed upon in separate resolutions by the City and Shakopee Public Utilities Commission.
2. Lighting units at intersections of City streets to County roads may be installed by the City, if traffic and pedestrian safety clearly warrants a lighting unit in the estimation of the Public Works Director and as approved by City Council. The basis of such warrants shall be a minimum average daily traffic volume through the intersection of 2,500 vehicles per day or 250 vehicles per non-daylight hour which is defined 6:00 P.M. to 6:00 A.M. or if there have been three accidents per year that have occurred during conditions other than daylight or a layout such that in the Public Works Director's estimation significant improvement in safety might be obtained by the placement of a lighting unit and if the County road speed limit is posted at 40 m.p.h. or more.
3. Lighting units at intersections may be approved by City Council if warrants are not met, per Scott County and the City Engineer, if property owners petition the City and pay for the initial cost.
4. Installation of lighting units along a County road between intersections for traffic and pedestrian safety will be reviewed on a case by case basis by City Council.

III. FUNDING OF COSTS

A. INITIAL INSTALLATION OF LIGHTING

1. New Subdivisions

Residential, commercial and industrial developers will pay for the street lighting system and enter into an agreement with Shakopee Public Utilities Commission.

2. Existing Subdivisions

New lighting units would be paid for by benefitting properties through upfront payments to the City. The City will reimburse Shakopee Public Utilities Commission for installation of lighting units.

3. Collector Streets

All lighting units in developing areas will be paid by the benefitting properties except the City will pay the additional costs, if any, from the required street lighting system for the development.

4. County Roads

New lighting units not meeting County warrants, but meeting City warrants, and if approved by City Council, would be considered a benefit to the Community as a whole and paid by the City from the Capital Improvement Fund or other funds as designated by City Council.

B. REPLACEMENT OF FIXTURES

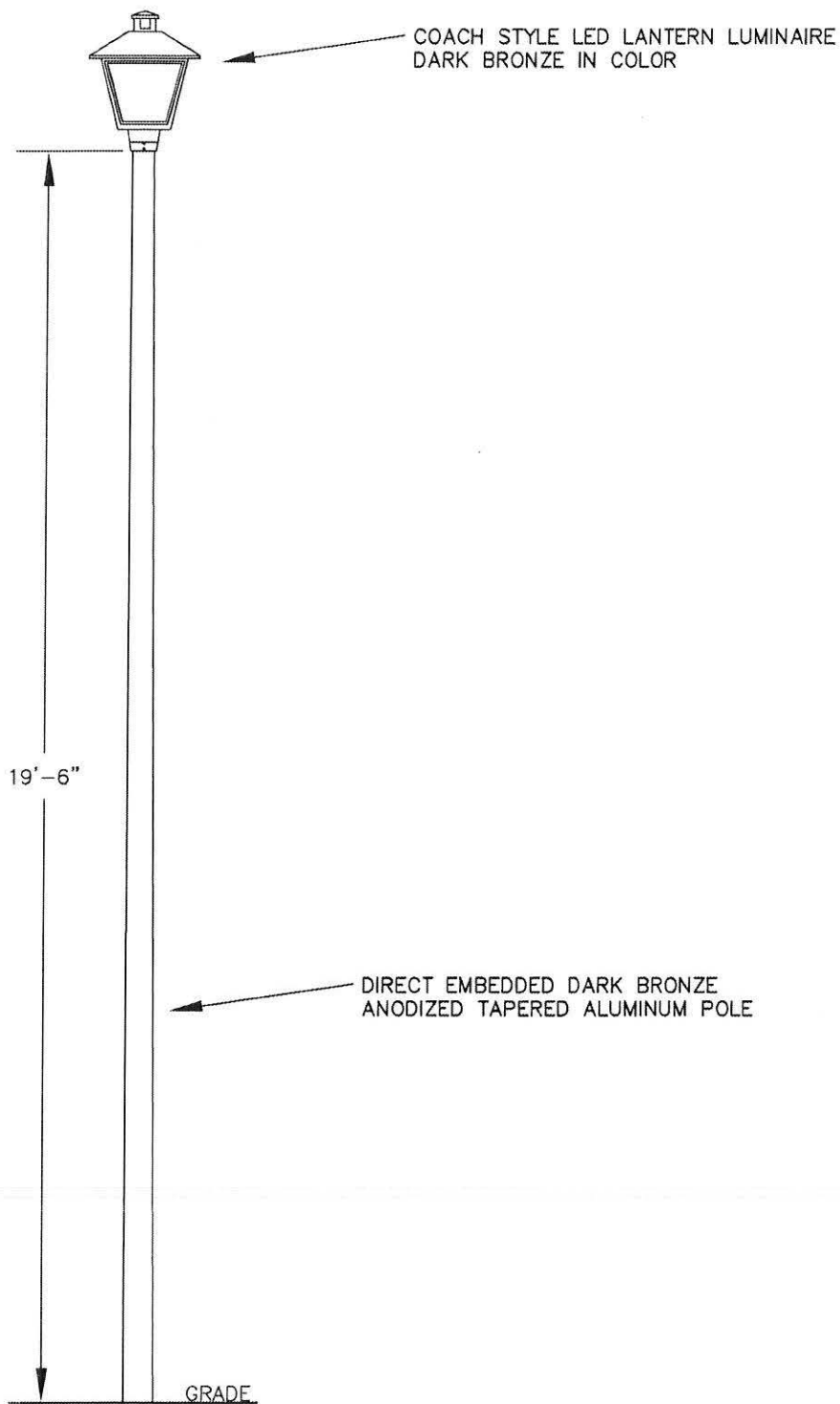
1. The replacement of luminaires is a maintenance cost to the City.

C. OPERATING COSTS

1. The cost of power for street lighting is provided by Shakopee Public Utilities Commission, as part of contributions from Shakopee Public Utilities Commission to the City, as agreed upon in separate resolutions.

D. MAINTENANCE COSTS

1. Shakopee Public Utilities Commission donates the cost of relamping and routine maintenance services for street lighting as provided by Shakopee Public Utilities Commission, as part of contributions from Shakopee Public Utilities Commission to the City as agreed upon in separate resolutions.



CITY OF
SHAKOPEE
ENGINEERING &
PUBLIC WORKS
DEPTS.

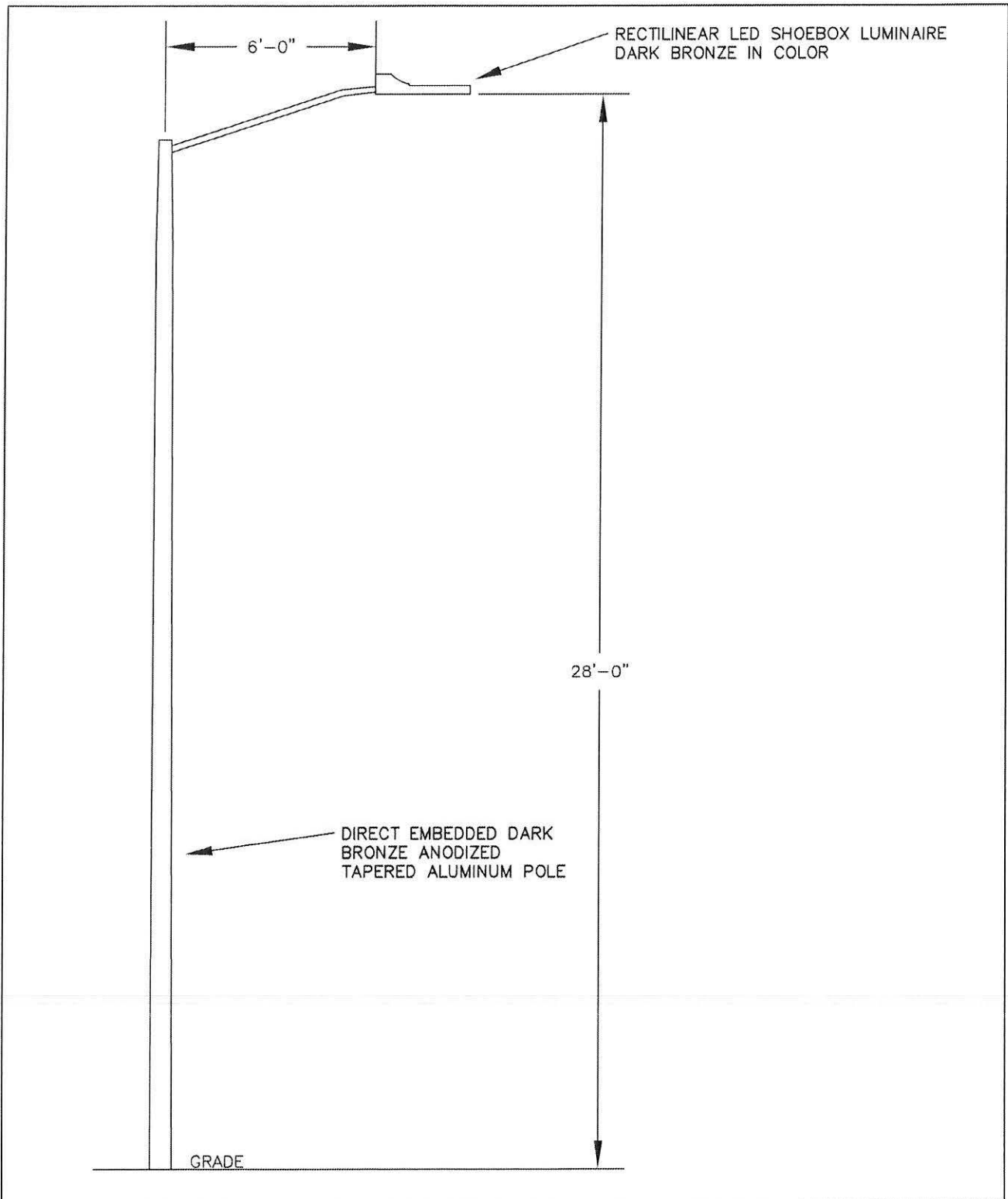
COACH LANTERN LIGHTING UNIT

APPROVED: CITY ENGINEER

REVISED:
02-13

DETAIL NO:

XXX



CITY OF
SHAKOPEE
ENGINEERING &
PUBLIC WORKS
DEPTS.

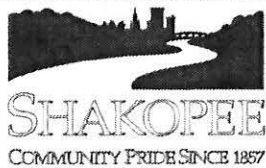
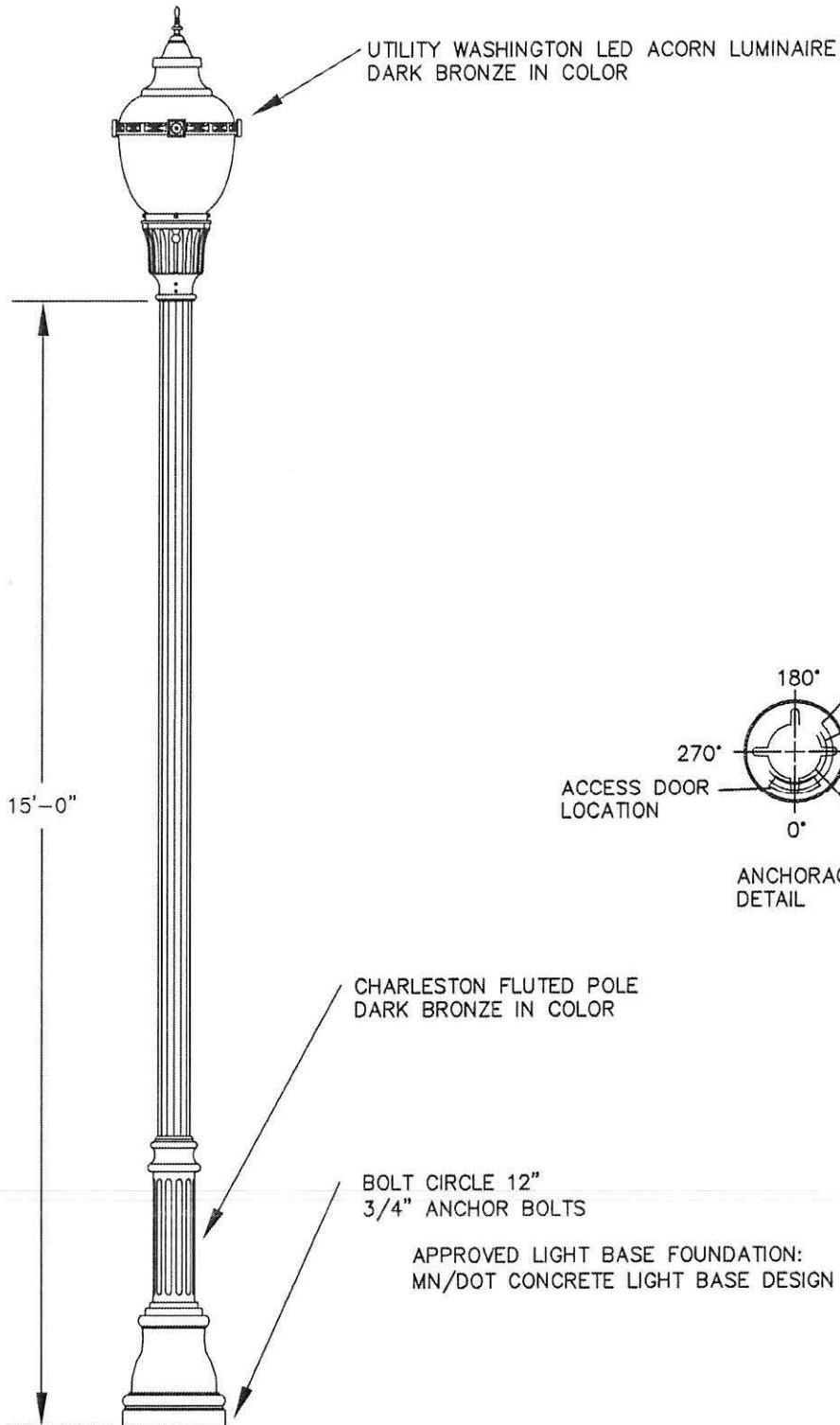
RECTILINEAR LIGHTING UNIT

APPROVED: CITY ENGINEER

REVISED:
02-13

DETAIL NO:

XXX



CITY OF
SHAKOPEE
ENGINEERING &
PUBLIC WORKS
DEPTS.

PEDESTRIAN WAY & TRAIL LIGHTING UNIT

APPROVED: CITY ENGINEER

REVISED:
02-13

DETAIL NO:

XXX

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

August 16th 2021

7:00 PM

WebEx Teleconference Call-In Information

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

Access Code: 146 286 8785

1. Fire Department Relief Association Annual Report
2. Cable TV Committee Recommendation for PEG Channel
3. Discussion of Assessments at 711 12th Ave NE- PID 41190601
4. Request for Sesquicentennial Purchase
5. Consider Adopting Resolution to Establish Fire Escrow Account
6. Approval of Loan Subordination
7. 2020 Tax Increment Financing (TIF) Report Summary-
Informational



Brainerd City Council Agenda Request

Requested Meeting Date: August 16, 2021

Title of Item: Fire Department Relief Association - Annual Report

☐ 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: Fire Chief Tim Holmes	Department: Fire
Presenter (Name & Title): Fire Chief Tim Holmes	Estimated Time Needed: 10 minutes
Summary of Issue: See attached memo and reports from the Brainerd Fire Department Relief Association	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Authorize staff to sign the annual reports	
Financial Impact: Is there a cost associated with this request: ☐ Yes ☐ No What is the total cost, with tax and shipping \$ _____ Is this budgeted? ☐ Yes ☐ No <u>Please Explain:</u>	

Brainerd Fire Department
Relief Association
23 Laurel St
Brainerd MN 56401
(218) 828-2312

August 12, 2021

TO: City Council City of Brainerd

FR: Brainerd Fire Department Relief Association

Pursuant to Minnesota State Statute 424A.093, subdivision 5(c), the Brainerd Fire Department Relief Association must certify to the municipality the annual financial requirements for the association by August 1, 2021. The financial requirements for the association are calculated on the Form SC-21, which is provided to the relief association by the Office of the State Auditor. This form is used to determine the projected current year end plan liabilities, any projected surplus or deficit, and the future year (2022) required municipal contribution.

Based upon the financial projections on the Form SC-21, the Brainerd Fire Department Relief Association is requesting an increase to our benefit level. We are currently at \$12,000 per year of service and are requesting an increase to \$14,750 per year of service. Based on the performance of our fund in the past year and several other variables we feel that an increase would be acceptable and, in the funds, best interest. As a result of this decision we will be leaving our plan funded to 105%. Thank you for your consideration of this matter.

The form SC-21 is attached for your review and certification.

Sincerely,



Matt Holmstrom
Secretary

OFFICE OF THE STATE AUDITOR

Active Member Information

Enter the Annual Benefit Level in effect for 2021:

\$14,750

Enter the Minimum Retirement Age:

50

Enter the Requirement for Full Vesting:

20

(If you change your benefit level before 12/31/2021, the SC must be recalculated and recertified at the new level.)

							2021	2022		
Total Active Member Liabilities							3,684,295	4,038,431		
	Name	Status	Date of Birth	Fire Department Entry Date	Leaves of Absence and Breaks in Service (months)	Return to Service Member ?	To end of 2021		To end of 2022	
							Years of Service	Accrued Liability	Years of Service	Accrued Liability
1	Rubbelke, Daryl A	Deferred		7/21/1992	6		28	0	29	0
2	Rubado, Joseph J	Active		11/1/1996	14		23	339,250	24	354,000
3	Schellin, Jeffrey J	Active		10/1/2001	0		20	295,000	21	300,728
4	Smith, Joshua R	Active		10/1/2002	3		18	229,023	19	248,998
5	Johnson, Todd M	Active		11/1/2003	6		17	229,472	18	235,893
6	Mann, Lawayne R	Active		3/8/2005	3		17	209,999	18	229,023
7	Howard, Dennis J	Active		6/7/2005	46		13	155,910	14	163,013
8	Zeien, Cory J	Active		6/7/2005	16		16	191,890	17	209,999
9	Holmstrom, Matthew D	Active		8/7/2006	16		14	167,903	15	179,896
10	Bautch, James P	Active		10/3/2006	3		14	167,903	15	179,896
11	Enge, Joseph	Active		10/20/2008	0		13	155,910	14	163,013
12	Jacobson, Joel L	Active		10/20/2008	21		11	113,799	12	127,869
13	Read, David T	Active		10/20/2008	0		13	146,960	14	163,013
14	Marohn, Samuel	Active		12/9/2009	0		12	139,725	13	146,960
15	Powell, Jeremy	Active		12/9/2009	6		11	124,351	12	131,705
16	Amundson, Greg	Active		2/4/2011	3		11	120,729	12	131,705
17	Groenwold, Christopher	Active		2/4/2011	3		11	117,213	12	131,705
18	Lemieur, Jonathan	Active		2/4/2011	0		11	124,351	12	131,705
19	Findlay, Rahn D	Active		8/1/2013	0		8	80,352	9	90,396
20	Kargel, Brian T	Active		8/1/2013	0		8	82,763	9	90,396
21	Norwood, James	Active		8/1/2013	0		8	82,763	9	90,396
22	Bickel, Andrew J	Active		10/21/2013	18		6	58,509	7	66,272
23	Stangel, Josh	Active		10/1/2015	12		5	47,337	6	55,150
24	Flowers, Eric	Active		7/1/2016	0		5	47,337	6	55,150
25	Haglin, Nicholas	Active		7/1/2016	0		5	47,337	6	55,150
26	Isle, Steven	Active		7/1/2016	3		5	47,337	6	55,150
27	Rosier, Paul	Active		4/1/2018	0		4	34,656	5	44,620
28	Gawboy, Robert D	Separated/Not Vested		8/1/2018	0		3	0	4	0
29	Grimsby, Kathleen M	Active		8/1/2018	5		2	17,328	3	25,235
30	Wallace, Christopher A	Active		8/1/2018	5		2	17,328	3	25,235
31	Headley, Clint	Active		7/1/2019	15		1	8,412	2	16,333
32	Hidalgo, Erik	Active		7/1/2019	0		2	17,328	3	25,235

Form SC-21

Brainerd Fire Relief Association

33	Ingman, Matt	Active	7/1/2019	0	2	17,328	3	25,235
34	Kramer, Bobby	Active	7/1/2019	0	2	15,858	3	24,500
35	Beeson, Drew	Active	12/1/2020	0	1	7,698	2	15,858
36	Praska, Henry	Active	12/1/2020	0	1	8,412	2	16,333
37	Lee, Rick	Active	12/1/2020	0	1	8,412	2	16,333
38	Kalis, Randy	Active	12/1/2020	0	1	8,412	2	16,333
39		Choose Status				0		0
40		Choose Status				0		0
41		Choose Status				0		0
42		Choose Status				0		0
43		Choose Status				0		0
44		Choose Status				0		0
45		Choose Status				0		0
46		Choose Status				0		0
47		Choose Status				0		0
48		Choose Status				0		0
49		Choose Status				0		0
50		Choose Status				0		0
51		Choose Status				0		0
52		Choose Status				0		0
53		Choose Status				0		0
54		Choose Status				0		0
55		Choose Status				0		0
56		Choose Status				0		0
57		Choose Status				0		0
58		Choose Status				0		0
59		Choose Status				0		0
60		Choose Status				0		0
61		Choose Status				0		0
62		Choose Status				0		0
63		Choose Status				0		0
64		Choose Status				0		0
65		Choose Status				0		0
66		Choose Status				0		0
67		Choose Status				0		0
68		Choose Status				0		0
69		Choose Status				0		0
70		Choose Status				0		0
71		Choose Status				0		0
72		Choose Status				0		0
73		Choose Status				0		0
74		Choose Status				0		0
75		Choose Status				0		0
76		Choose Status				0		0
77		Choose Status				0		0
78		Choose Status				0		0
79		Choose Status				0		0
80		Choose Status				0		0
81		Choose Status				0		0
82		Choose Status				0		0
83		Choose Status				0		0
84		Choose Status				0		0

OFFICE OF THE STATE AUDITOR

Deferred Member Information
(fully or partially vested)

Total Deferred Member Liabilities 2021 1,182,663
Total Deferred Member Liabilities 2022 1,241,797

1

Enter all information as it pertains to this member.

Member Name:	<u>Turner, Mark</u>	Benefit Level at Separation:	<u>7,400</u>	Months of Service Are Paid	<u>Yes</u>
Minimum Years Required to Vest:	<u>10</u>	DOB:	<u></u>		
Service Dates:	Entry: <u>11/1/1996</u>	Separation:	<u>7/31/2009</u>		
LOAs and BIS (in months):	<u>23</u>	Vesting %:	<u>60</u>		
Return to Service Member ?	<u></u> (Select "Yes" if applicable.)				
Total Service:	Years: <u>10</u>	Months (if paid):	<u>10</u>		
2021 Estimated Liability:	<u>88,202</u>				
2022 Estimated Liability:	<u>92,612</u>	Status:	<u>Deferred</u>		

Deferred Interest Paid
(Select "Yes" if offered.) Yes

If Interest is Paid, Choose Type:
Straight 5%
Period Interest is Paid:
Full Period

For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.

1990: <u> </u> %	1995: <u> </u> %	2000: <u> </u> %	2005: <u> </u> %	2010: <u> </u> %	2016: <u> </u> %
1991: <u> </u> %	1996: <u> </u> %	2001: <u> </u> %	2006: <u> </u> %	2011: <u> </u> %	2017: <u> </u> %
1992: <u> </u> %	1997: <u> </u> %	2002: <u> </u> %	2007: <u> </u> %	2012: <u> </u> %	2018: <u> </u> %
1993: <u> </u> %	1998: <u> </u> %	2003: <u> </u> %	2008: <u> </u> %	2013: <u> </u> %	2019: <u> </u> %
1994: <u> </u> %	1999: <u> </u> %	2004: <u> </u> %	2009: <u> </u> %	2014: <u> </u> %	2020: <u> </u> %
+Rate of return is calculated using the earnings projected on Page 4 of this form.				2015: <u> </u> %	2021: <u> </u> % +

2

Enter all information as it pertains to this member.

Member Name:	<u>Cox, David J</u>	Benefit Level at Separation:	<u>8,750</u>	Months of Service Are Paid	<u>Yes</u>
Minimum Years Required to Vest:	<u>10</u>	DOB:	<u></u>		
Service Dates:	Entry: <u>1/1/1998</u>	Separation:	<u>2/1/2017</u>		
LOAs and BIS (in months):	<u>12</u>	Vesting %:	<u>92</u>		
Return to Service Member ?	<u></u> (Select "Yes" if applicable.)				
Total Service:	Years: <u>18</u>	Months (if paid):	<u>1</u>		
2021 Estimated Liability:	<u>185,016</u>				
2022 Estimated Liability:	<u>194,267</u>	Status:	<u>Deferred</u>		

Deferred Interest Paid
(Select "Yes" if offered.) Yes

If Interest is Paid, Choose Type:
Straight 5%
Period Interest is Paid:
Full Period

For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.

1990: <u> </u> %	1995: <u> </u> %	2000: <u> </u> %	2005: <u> </u> %	2010: <u> </u> %	2016: <u> </u> %
1991: <u> </u> %	1996: <u> </u> %	2001: <u> </u> %	2006: <u> </u> %	2011: <u> </u> %	2017: <u> </u> %
1992: <u> </u> %	1997: <u> </u> %	2002: <u> </u> %	2007: <u> </u> %	2012: <u> </u> %	2018: <u> </u> %
1993: <u> </u> %	1998: <u> </u> %	2003: <u> </u> %	2008: <u> </u> %	2013: <u> </u> %	2019: <u> </u> %
1994: <u> </u> %	1999: <u> </u> %	2004: <u> </u> %	2009: <u> </u> %	2014: <u> </u> %	2020: <u> </u> %
+Rate of return is calculated using the earnings projected on Page 4 of this form.				2015: <u> </u> %	2021: <u> </u> % +

3

Enter all information as it pertains to this member.

Member Name:	<u>Johnson, Richard C</u>	Benefit Level at Separation:	<u>8,750</u>	Months of Service Are Paid	<u>Yes</u>
Minimum Years Required to Vest:	<u>10</u>	DOB:			
Service Dates:	Entry: <u>1/26/1998</u>	Separation:	<u>11/3/2016</u>		
LOAs and BIS (in months):	<u>61</u>	Vesting %:	<u>72</u>		
Return to Service Member ?	(Select "Yes" if applicable.)				
Total Service: Years:	<u>13</u>	Months (if paid):	<u>8</u>		
2021 Estimated Liability:	<u>110,775</u>				
2022 Estimated Liability:	<u>116,314</u>	Status:	<u>Deferred</u>		

Deferred Interest Paid
 (Select "Yes" if offered.) Yes

 If Interest is Paid, Choose Type:
 Straight 5%
 Period Interest is Paid:
 Full Period

For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.

1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2010: _____ %	2016: _____ %
1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %	2011: _____ %	2017: _____ %
1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %	2012: _____ %	2018: _____ %
1993: _____ %	1998: _____ %	2003: _____ %	2008: _____ %	2013: _____ %	2019: _____ %
1994: _____ %	1999: _____ %	2004: _____ %	2009: _____ %	2014: _____ %	2020: _____ %
+Rate of return is calculated using the earnings projected on Page 4 of this form.				2015: _____ %	2021: _____ % +

4

Enter all information as it pertains to this member.

Member Name:	<u>Logelin, Dennis J</u>	Benefit Level at Separation:	<u>8,750</u>	Months of Service Are Paid	<u>Yes</u>
Minimum Years Required to Vest:	<u>10</u>	DOB:			
Service Dates:	Entry: <u>7/1/2001</u>	Separation:	<u>7/26/2016</u>		
LOAs and BIS (in months):	<u>36</u>	Vesting %:	<u>68</u>		
Return to Service Member ?	(Select "Yes" if applicable.)				
Total Service: Years:	<u>12</u>	Months (if paid):	<u>0</u>		
2021 Estimated Liability:	<u>93,105</u>				
2022 Estimated Liability:	<u>97,760</u>	Status:	<u>Deferred</u>		

Deferred Interest Paid
 (Select "Yes" if offered.) Yes

 If Interest is Paid, Choose Type:
 Straight 5%
 Period Interest is Paid:
 Full Period

For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.

1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2010: _____ %	2016: _____ %
1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %	2011: _____ %	2017: _____ %
1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %	2012: _____ %	2018: _____ %
1993: _____ %	1998: _____ %	2003: _____ %	2008: _____ %	2013: _____ %	2019: _____ %
1994: _____ %	1999: _____ %	2004: _____ %	2009: _____ %	2014: _____ %	2020: _____ %
+Rate of return is calculated using the earnings projected on Page 4 of this form.				2015: _____ %	2021: _____ % +

5

Enter all information as it pertains to this member.

Member Name:	<u>Sell, Barry L</u>	Benefit Level at Separation:	<u>10,750</u>	Months of Service Are Paid	<u>Yes</u>
Minimum Years Required to Vest:	<u>10</u>	DOB:			
Service Dates:	Entry: <u>10/1/2002</u>	Separation:	<u>7/31/2020</u>		
LOAs and BIS (in months):	<u>6</u>	Vesting %:	<u>88</u>		
Return to Service Member ?	(Select "Yes" if applicable.)				
Total Service:	Years: <u>17</u>	Months (if paid):	<u>4</u>		
2021 Estimated Liability:	<u>175,794</u>				
2022 Estimated Liability:	<u>184,584</u>	Status:	Deferred		

Deferred Interest Paid
 (Select "Yes" if offered.) Yes

 If Interest is Paid, Choose Type:
 Straight 5%
 Period Interest is Paid:
 Full Period

For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.

1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2010: _____ %	2016: _____ %
1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %	2011: _____ %	2017: _____ %
1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %	2012: _____ %	2018: _____ %
1993: _____ %	1998: _____ %	2003: _____ %	2008: _____ %	2013: _____ %	2019: _____ %
1994: _____ %	1999: _____ %	2004: _____ %	2009: _____ %	2014: _____ %	2020: _____ %

+Rate of return is calculated using the earnings projected on Page 4 of this form.

2015: _____ % 2021: _____ % +

6

Enter all information as it pertains to this member.

Member Name:	<u>Davis, Lance M</u>	Benefit Level at Separation:	<u>8,750</u>	Months of Service Are Paid	<u>Yes</u>
Minimum Years Required to Vest:	<u>10</u>	DOB:			
Service Dates:	Entry: <u>11/1/2003</u>	Separation:	<u>11/9/2015</u>		
LOAs and BIS (in months):	<u>0</u>	Vesting %:	<u>68</u>		
Return to Service Member ?	(Select "Yes" if applicable.)				
Total Service:	Years: <u>12</u>	Months (if paid):	<u>0</u>		
2021 Estimated Liability:	<u>96,376</u>				
2022 Estimated Liability:	<u>101,195</u>	Status:	Deferred		

Deferred Interest Paid
 (Select "Yes" if offered.) Yes

 If Interest is Paid, Choose Type:
 Straight 5%
 Period Interest is Paid:
 Full Period

For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.

1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2010: _____ %	2016: _____ %
1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %	2011: _____ %	2017: _____ %
1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %	2012: _____ %	2018: _____ %
1993: _____ %	1998: _____ %	2003: _____ %	2008: _____ %	2013: _____ %	2019: _____ %
1994: _____ %	1999: _____ %	2004: _____ %	2009: _____ %	2014: _____ %	2020: _____ %

+Rate of return is calculated using the earnings projected on Page 4 of this form.

2015: _____ % 2021: _____ % +

7

Enter all information as it pertains to this member.

Member Name: Doree, Kurt A Benefit Level 8,750 Months of Service Are Paid Yes
at Separation:

Minimum Years Required to Vest: 10 DOB: _____

Service Dates: Entry: 10/1/2004 Separation: 4/30/2016

LOAs and BIS (in months): 5 Vesting %: 64

Return to Service Member ? _____ (Select "Yes" if applicable.)

Total Service: Years: 11 Months (if paid): 2

2021 Estimated Liability: 82,491

2022 Estimated Liability: 86,616 Status: Deferred

Deferred Interest Paid

(Select "Yes" if offered.) Yes

If Interest is Paid, Choose Type:

Straight 5%

Period Interest is Paid:

Full Period

For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.

1990: _____ % 1995: _____ % 2000: _____ % 2005: _____ % 2010: _____ % 2016: _____ %

1991: _____ % 1996: _____ % 2001: _____ % 2006: _____ % 2011: _____ % 2017: _____ %

1992: _____ % 1997: _____ % 2002: _____ % 2007: _____ % 2012: _____ % 2018: _____ %

1993: _____ % 1998: _____ % 2003: _____ % 2008: _____ % 2013: _____ % 2019: _____ %

1994: _____ % 1999: _____ % 2004: _____ % 2009: _____ % 2014: _____ % 2020: _____ %

+Rate of return is calculated using the earnings projected on Page 4 of this form.

2015: _____ % 2021: _____ % +

8

Enter all information as it pertains to this member.

Member Name: Daryl, Rubbelke A Benefit Level 12,000 Months of Service Are Paid Yes
at Separation:

Minimum Years Required to Vest: 20 DOB: _____

Service Dates: Entry: 7/21/1992 Separation: 3/5/2021

LOAs and BIS (in months): 6 Vesting %: 100

Return to Service Member ? _____ (Select "Yes" if applicable.)

Total Service: Years: 28 Months (if paid): 1

2021 Estimated Liability: 350,904

2022 Estimated Liability: 368,449 Status: Deferred

Deferred Interest Paid

(Select "Yes" if offered.) Yes

If Interest is Paid, Choose Type:

Straight 5%

Period Interest is Paid:

Full Period

For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.

1990: _____ % 1995: _____ % 2000: _____ % 2005: _____ % 2010: _____ % 2016: _____ %

1991: _____ % 1996: _____ % 2001: _____ % 2006: _____ % 2011: _____ % 2017: _____ %

1992: _____ % 1997: _____ % 2002: _____ % 2007: _____ % 2012: _____ % 2018: _____ %

1993: _____ % 1998: _____ % 2003: _____ % 2008: _____ % 2013: _____ % 2019: _____ %

1994: _____ % 1999: _____ % 2004: _____ % 2009: _____ % 2014: _____ % 2020: _____ %

+Rate of return is calculated using the earnings projected on Page 4 of this form.

2015: _____ % 2021: _____ % +

OFFICE OF THE STATE AUDITOR**Unpaid Installment Information**

Enter here the name of each member who has been paid portions of a pension benefit and who still has outstanding liabilities.

Name	Status	Birth Date	Entry Date	Separation Date	Amount Previously Paid	2021 Estimated Liability	2022 Estimated Liability
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						

Totals

0	0
---	---

OFFICE OF THE STATE AUDITOR

Financial Projections

	2021	2022	
Total Active Member Liabilities	3,684,295	4,038,431	
Total Deferred Member Liabilities	1,182,663	1,241,797	
Total Unpaid Installments	0	0	
Grand Total Special Fund Liability	A. 4,866,958	B. 5,280,228	
Normal Cost (Cell B minus Cell A)			C. 413,270

Projection of Net Assets for Year Ending December 31, 2021

Special Fund Assets at December 31, 2020 (FIRE-20 Form ending assets) 1 4,601,973

Projected Income for 2021

Fire State Aid (2020 fire state aid of \$169,999 may be increased by up to 3.5%)	D.	169,999	
Supplemental State Aid (actual 2020 supplemental state aid)	E.	37,525	
Municipal / Independent Fire Dept. Contributions	F.		
Interest / Dividends	G.	130,000	
Appreciation / (Depreciation)	H.	190,000	
Member Dues	I.		
Other Revenues	J.		
Total Projected Income for 2021 (Add Lines D through J)			2 527,524

Projected Expenses for 2021

Service Pensions (fill in individual pension amounts below)

K. 0

Names:

\$ Amounts:

Other Benefits

L.

Administrative Expenses

M. 17,207

Total Projected Expenses for 2021 (Add Lines K through M) 3 17,207

Projected Net Assets at December 31, 2021 (Add Lines 1 and 2, subtract Line 3) 4 5,112,290

Projection of Surplus or (Deficit) as of December 31, 2021

Projected Assets (Line 4)	5	5,112,290
2021 Accrued Liability (Page 4, cell A)	6	4,866,958
Surplus or (Deficit) (Line 5 minus Line 6)	7	245,332

OFFICE OF THE STATE AUDITOR

Calculation of Required Contribution

Deficit Information - Original			Deficit Information - Adjusted		
Year Incurred	Original Amount	Amount Retired as of 12/31/2020	Original Amount	Amount Retired as of 12/31/2021	Amount Left to Retire 1/1/2022
2012	0	0			
2013	0	0			
2014	0	0			
2015	0	0			
2016	0	0			
2017	0	0			
2018	0	0			
2019	0	0			
2020	0	0			
2021					
Totals			0		0

Normal Cost	8	413,270
Projected Administrative Expense	9	17,809
Amortization of Deficit (Total of Original Amount column x 0.10)	10	0
10% of Surplus	11	24,533
Fire and Supplemental State Aid	12	207,524
Member Dues	13	0
5% of Projected Assets at December 31, 2021	14	255,615
Required Contribution (Add Lines 8, 9 and 10, subtract Lines 11, 12, 13 and 14. If negative, zero is displayed.)	15	0
No required contribution due in 2022.		

OFFICE OF THE STATE AUDITOR

2021 Maximum Benefit Worksheet

	A Fire State Aid and Supplemental State Aid (From FIRE-20)	B Municipal Contribution (From FIRE-20)	C 10% of Surplus * (From SC-20)	D Active Members in Relief Association (From FIRE-20)	E Per Year Average [(A + B + C) / D]
2020	207,525	60,308	32,318	33	9,095
2019	197,332	59,141	31,754	35	8,235
2018	193,723	52,369	53,093	32	9,350

* If deficit for the year, leave blank.

Average available financing per active member for the most recent 3-year period:
(sum of column E divided by 3)

8,893

Maximum Lump Sum Benefit Level under Minn. Stat. § 424A.02, subd. 3

15,000



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> \$ <u>60k/yr estimated</u> <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i> Existing funding through collection of cable franchise fees, no additional funding needed	



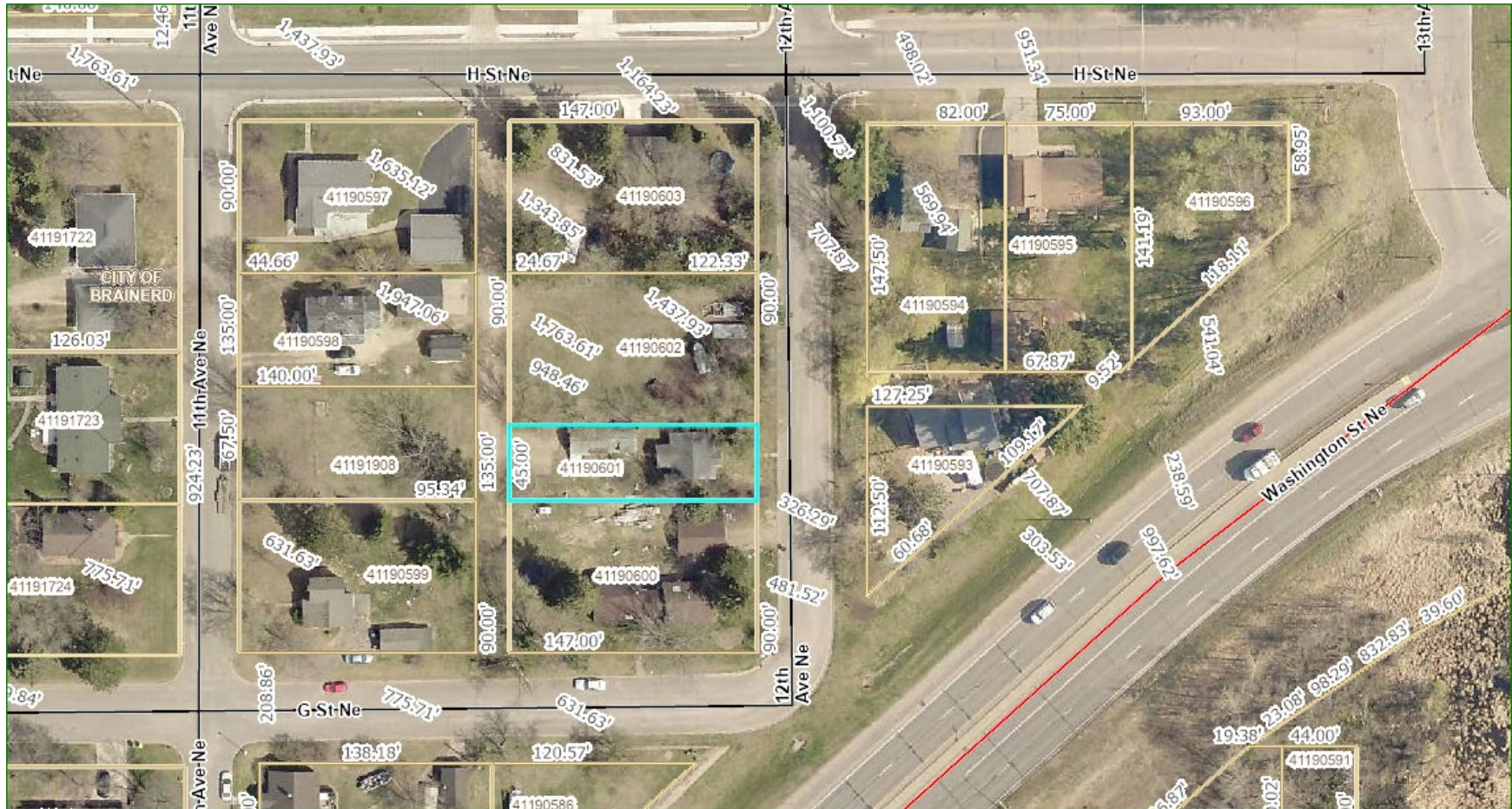
Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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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>	

711 12th Ave NE 41190601





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>	

Party Time Rental -



Giant ladder Golf



Yardzees

Party World



Moonwalk/Bounce House



Obstacle Course



4750 White Gables Road
Brainerd, MN 56401
www.partytimerentalmn.com
218-829-6300 Phone
0-- Fax

Status: Reservation
Contract #: 10718

Will Call: Sat 9/25/2021
Return: Sun 9/26/2021
Operator: Lori Kohorst

Customer #: 7527

City Of Brainerd

Phone 218-820-0718

Brainerd, MN 56401

Ordered By: Jessie Ernster

Qty	Key	Items	Each	Status	Event End Date	Price
1	LgLadderGolf	Paul Bunyan Size Ladder Golf	\$40.00	Reserved	Sun 9/26/2021	\$40.00
1	Yardzee	Yardzee	\$15.00	Reserved	Sun 9/26/2021	\$15.00

August 2 Board approves Billings

Thanks for your Business. Like us on FACEBOOK!

Rental Contract

*If this Rental/Sale is to be charged on a credit card, your signature will be considered your approval to pay for all charges due.
*Account Clients must pay within 30 days or a 1.5% charge will be added to your account.
*If customer pickup, you are responsible for damage that may occur during loading, hauling or unloading.
*If equipment does not function properly notify lessor within 1 hour of occurrence or no allowance will be made.
*We charge for all time out whether used or unused.
*Additional charges for items returned unclean or if tape, duct tape or staples were used on equipment.
*I, the renter, am responsible for getting any permits that are required & marking all underground utilities prior to canopy installation.
*Additional charges will occur if gas exceeds \$3.49 per gallon at the time of your delivery.
*After Hours Assistance Number: 218-232-2354
*This contract may be reproduced or photocopied and a copy shall be as effective as the original which we have signed.
*Items must be returned before the "Event End Date Time" to avoid additional charges.
*I, the renter, specifically agree to be bound by all the terms and conditions listed on both sides of the contract. I further acknowledge that all information appearing on this contract is correct and the equipment is in good conditions. *A 25% Non-refundable downpayment moves quote into "reservation" status.
***IMPORTANT: READ BOTH SIDES OF THE CONTRACT BEFORE SIGNING.
Hrs:Nov. 1-April 30 Mon,Tues, Thurs, Fri 9AM-5PM Sat. 9Am - 2Pm Closed Sun. & Wed.

Showroom Hrs: Showroom
May 1- Oct. 31

Signature: _____

City Of Brainerd

Rental:	\$55.00
Subtotal:	\$55.00
Sls. Tax/Crow Wing Cty:	\$4.06
Total:	\$59.06
Paid:	\$0.00
Amount Due:	\$59.06

Remit To:

Party Time Rental, Inc.
4750 White Gables Road
Brainerd, MN 56401
www.partytimerentalmn.com

Invoice

Reservation	Invoice#
Sat 9/18/2021	10777

Bill to:

Customer #: 7527

City Of Brainerd

Brainerd, MN 56401

Date Out Sat 9/18/2021

Terms	Aging Date
Due upon receipt	Wed 8/11/2021

Fold Here.

Fold Here.

Ordered By: Jessie Ernster

Qty	Key	Items	Part#	Status	Event End Date	Price
50	Chaitan	Chair, Tan		Reserved	Sat 9/18/2021	\$60.00
50	LabCha	Labor Chair setup/takedown		Selling		\$20.00
1	10Delcopy	Delivery, Within 10 Miles of Store		Selling		\$30.00
1	10PUcopy	Pickup, Within 10 Miles of Store		Selling		\$30.00

Delivery Sat 9/18/2021

Jessie 218-820-0718
City Hall
501 Laurel Street
Brainerd, MN 56401

Pickup Sat 9/18/2021

Jessie 218-820-0718
City Hall
501 Laurel Street
Brainerd, MN 56401

Set up on the street - half block will be closed off.
Event starts at 4:30 -6pm
Pick up at 6:30pm

Payment Due upon receipt

Please pay from this invoice.

Rental and Sales:					3ls. Tax/Crow Wing Cty:
\$140.00					\$10.33

Total Amount:	\$150.33		Total Paid	\$0.00	Total Due	\$150.33
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218-829-6300

www.partytimerentalmn.com

0--

Signature:

City Of Brainerd



Estimate

BILL TO:

Jessie Ernster
511 North 5th Street

Brainerd MN
2188282307

Estimate Number: 1115

Estimate Date: 07-27-2021

Amount Due: \$ 870.26

Product/Service	Quantity	Price	Amount
Combo Moonwalk	1	\$ 325.00	\$ 325.00
Obstacle Course Standard 35'x1	1	\$ 425.00	\$ 425.00
Set Up Fee	1	\$ 30.00	\$ 30.00
Delivery Fee	5.2	\$ 6.00	\$ 31.20
MN State Tax 6.875%	1	\$ 51.56	\$ 51.56
56401 City Tax 0.5%	1	\$ 3.75	\$ 3.75
Crow Wing County Tax 0.5%	1	\$ 3.75	\$ 3.75

Total: \$ 870.26

Signature



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. ____:21

WHEREAS, Minn. Stat. § 65A.50 (“the statute”) authorizes a city to establish a trust or escrow account to receive a portion of insurance settlement proceeds from a claim on real property located in the city that is damaged by fire or explosion; and

WHEREAS, the proceeds received by the city are used as security to ensure that the damaged property is repaired, replaced, removed, or demolished and brought into compliance with city code; and

WHEREAS, the city finds that damaged structures may violate existing health or safety standards which endanger the public health, safety, and welfare if the damaged structures are not repaired, replaced, or removed; and

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

1. That pursuant to Minn. Stat. § 65A.50, the City Council of Brainerd, Minnesota does hereby establish an escrow account to receive a portion of insured real property fire or explosion settlement proceeds as prescribed by the statute.
2. That the City of Brainerd intends to uniformly apply Minn. Stat. § 65A.50 with respect to all property located within the city.
3. That the city Finance Director be authorized to proceed to establish the escrow account as provided for in the statute.
4. That the city Finance Director give the required written notification to the commissioner of Commerce of the city’s intention to apply Minn. Stat. § 65A.50 and the establishment of the escrow account.
5. That the city Building Official is authorized to execute affidavits certifying violations of health and safety standards as required by Minn. Stat. § 65A.50, subd. 3.
6. That the city Building Official is authorized to receive reasonable proof that damaged or destroyed portions of an insured structure are repaired, replaced, or removed or that an insured has entered into a contract for repair, replacement, or removal of the damaged portions as required by Minn. Stat. § 65A.50, subd. 8.

Adopted this ____ day of ____ 2021

KELLY BEVANS
President of the Council

Approved this ____ day of ____ 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

RELEVANT LINKS:

[Minn. Stat. § 463.25.](#)
[Minn. Stat. § 463.17, subd. 2.](#)

LMC information memo,
[Newspaper Publication.](#)

[Minn. Stat. § 463.25.](#)
See Section II - *Entering private property.*
[Minn. Stat. § 471.345.](#)

[Minn. Stat. § 463.25.](#)
[Minn. Stat. § 463.21.](#)
[Minn. Stat. § 463.161.](#)
[Minn. Stat. §§ 429.061-429.081.](#)
LMC information memo,
[Special Assessment Toolkit.](#)

[Hazardous, Abandoned or Fire Damaged Buildings Information Sheet, Minnesota State Fire Marshal \(2016\).](#)

[Minn. Stat. § 65A.50, subds. 12, 14.](#)

[Minn. Stat. § 65A.50, subds. 12, 14.](#)

[Establishing a Fire Escrow Account](#), LMC Model Resolution.

The order must be served upon the owner of record or the owner's agent if an agent is in charge of the building or property, any occupying tenant, and all lien-holders of record. Service is completed in the same manner as a service of summons in a civil action. If the owner cannot be found, the order must be served by posting it at the main entrance to the building or, if there is no building, in a conspicuous place on the property. In addition to posting, the order must be published for four weeks in the official newspaper of the municipality; if there is no official city newspaper, then the order is published in a legal newspaper in the county.

If the owner of the land does not comply with the order within 15 days after it is served, the council must have the excavation filled to grade or protected. If the city needs to do the work, the city needs to determine the best way to get the work done. In some circumstances, city employees may be able to do the work. In other situations, the city may need to hire someone. Depending on the work to be done, the competitive bidding laws may apply.

The costs incurred by the city may be charged against the property as a special assessment. The city council may provide that the assessment may be paid in five or fewer equal annual installments with interest at 8 percent per year. It is a good idea to keep an accurate record of the incurred costs so the city can accurately assess them. An alternative to using a special assessment is to recover the costs by obtaining a court judgment against the property owner.

V. Buildings damaged by fire or explosion

Sometimes, there is a fire or explosion in a city that damages a building. If the owner does not make the necessary repairs to the property, the responsibility sometimes may fall to the city. If the building was insured, it may be an option for the city to receive a portion of the insurance settlements from the damage if the city has established an escrow or trust account for this purpose.

A. Establishing the account

In order to obtain a portion of the insurance settlements from fire or explosion damage, the city must first establish an escrow or trust account. It is important to note that the city cannot obtain insurance settlement proceeds for losses that happened before the effective date of the account.

The escrow or trust account is established by passing a resolution. The next step is to notify the commissioner of commerce, in writing, that the city has established a trust or escrow account and intends to uniformly apply this section with respect to all property located within the city.

RELEVANT LINKS:

[Minn. Stat. § 65A.50, subds. 12, 14.](#)
Department of Commerce
List of “*Insurance Escrow by Municipalities for Debris Removal.*”

[Minn. Stat. § 65A.50, subd. 13\(b\).](#)

See Section V-B
Discontinuing the account.

[Minn. Stat. § 65A.50, subds. 13, 15.](#)

The city should also request to be added to the list of cities that maintain these accounts.

The commissioner keeps a list of all cities with this type of account. When the commissioner receives notice that a city has established an account, the commissioner will add the city to the list. Then, the commissioner will distribute the list to all insurance companies transacting property insurance in this state, indicating the addition of the new city. The addition of the city to the list is effective on the date specified by the commissioner in the amendment.

The commissioner must notify the city and insurance companies of the effective date of the addition, which cannot be less than 30 days after the receipt of notice by the insurance company.

Once on the list, cities must make a written report to the commissioner on the extent of the city’s use of the escrow account. The report must also include the effect of the use of the law on arson fires in the city. The report must be filed with the commissioner no later than 90 days after the two-year anniversary of the city’s placement on the list and, thereafter, no later than 90 days after each subsequent two-year period.

If the commissioner does not receive the written report, the commissioner will provide a written reminder notice. If the commissioner does not receive the report within 30 days after providing the written reminder, the city will be treated as having made a written request to be deleted.

B. Discontinuing the account

If the city no longer wishes to have the escrow or trust account and wants to be removed from the commissioner’s list, the city must notify the commissioner in writing that it wants to be deleted from the list. The city may stop operating the escrow or trust account for more than six months after notifying the commissioner. The city must give 30 days written notice before it stops using the account. After the commissioner receives the city’s written request, the commissioner shall prepare and distribute an amendment to the list, indicating the deletion. The deletion shall be effective on the date specified by the commissioner in the amendment. The commissioner must then notify the city and insurance companies of the effective date of the deletion, which must be not less than 30 days after the insurance companies receive notice. A city must continue to use its escrow or trust account for any loss which occurs before the effective date of the deletion.

RELEVANT LINKS:

[Minn. Stat. § 65A.50, subd. 2.](#)

[Minn. Stat. § 65A.50, subd. 2.](#)

[Minn. Stat. § 65A.50, subds. 9, 11.](#)

[Minn. Stat. § 65A.50, subd. 16.](#)

[Minn. Stat. § 65A.50, subd. 16.](#)

[Minn. Stat. § 65A.50, subd. 17.](#)

C. Funding and using the account

Once the city has set up the account, it cannot use it unless there is an insured building in the city that has been damaged by fire or explosion. Even then, the account is only used after the statutory process is followed.

1. Funding the account

When a property owner files a claim for a loss to his or her insured real property due to fire or explosion and a final settlement is reached on the loss, the insurer must withhold from payment of the settlement the lesser of 25 percent of the actual cash value of the insured's real property at the time of the loss or 25 percent of the final settlement. (The property owner with insurance is known as "the insured").

For purposes of this law, a final settlement is the determination of the amount owed to the insured by any of the following means:

- Acceptance of a proof of loss by the insurer.
- Execution of a release by the insured.
- Acceptance of an arbitration award by both the insured and the insurer.
- A court judgment.

The final settlement amount cannot include the payment of policy proceeds for personal property or contents damage, or for additional coverage not contained in the fire coverage portion of the fire insurance policy. Further, this process applies only to final settlements that exceed 49 percent of the insurance on the insured real property.

The requirement to withhold portions of the insurance settlement proceeds does not apply if all of the following conditions occur:

- Within 30 days after agreement on a final settlement between the insured and the insurer, the insured has filed with the insurer evidence of a contract to repair.
- The insured consents to the payment of funds directly to the contractor performing the repair services.
- Upon receipt of the contract to repair, the insurer gives notice to the municipality in which the property is situated that there will not be a withholding under this section because of the repair contract.

Funds released under these circumstances may be forwarded only to a contractor performing the repair services on the insured property.

If the insured and the insurer have agreed on the demolition costs or the debris removal costs as part of the final settlement of the real property insured claim, the insurer shall withhold the largest of the following sums:

RELEVANT LINKS:

[Minn. Stat. § 65A.50, subd. 2.](#)

- The agreed cost of demolition or debris removal.
- Twenty-five percent of the actual cash value of the insured real property at the time of loss.
- Twenty-five percent of the final settlement of the insured real property claim.

At the time funds are withheld, the insurer must give notice of the withholding to the treasurer of the city where the property is located, the insured, and any bank or lender that has a lien on the property and that is named on the insurance policy. If the settlement resulted from a court judgment, notice must also be provided to the court where the judgment was entered. The notice must include:

- The identity and address of the insurer.
- The name and address of each policyholder, including any bank or lender that holds a mortgage on the property.
- The location of the insured real property.
- The date of loss, policy number, and claim number.
- The amount of money withheld.
- A statement that the city may have the withheld amount paid into a trust or escrow account established for the purposes of this section if it shows cause within 30 days that the money should be withheld to protect the public health and safety; otherwise, the withheld amount shall be paid to the insured at the expiration of 30 days.
- An explanation of the provisions of this section and a verbatim reproduction of the statutory subdivision regarding exceptions to withholding.

[Minn. Stat. § 65A.50, subd. 16.](#)

[Minn. Stat. § 65A.50, subd. 3.](#)

In order for the city to put the withheld funds into its escrow or trust account and retain the funds, the chief fire official or other authorized city representative must prepare an affidavit that says that the insured's damaged structure violates specified health and safety standards, and this requires the escrow of the withheld amount as surety for the repair, replacement, or removal of the damaged structure. This affidavit constitutes cause for escrowing the withheld amount.

[Minn. Stat. § 65A.50, subd. 3.](#)

Where there is a settlement on the insurance claim, the affidavit must be sent to the insurer, the insured, and any banks or lenders who hold a mortgage on the property. Once the insurer receives the affidavit, the insurer must forward the withheld amount to the city treasurer. The insurer must also provide notice of the forwarding of funds to the insured and any bank or lender that holds a mortgage on the property. If there was a court judgment on the insurance claim, the affidavit and notice of forwarding the funds must also be given to the court that entered the judgment.

RELEVANT LINKS:

[Minn. Stat. § 65A.50, subd. 4.](#)

[Minn. Stat. § 65A.50, subd. 5.](#)

[Minn. Stat. § 65A.50, subd. 4.](#)

[Minn. Stat. § 65A.50, subd. 6.](#)

[Minn. Stat. § 65A.50, subd. 6.](#)

[Minn. Stat. § 65A.50, subd. 6.](#)

When the city receives the withheld funds from the insurance company, the city treasurer must record the information and the date the money was received. The treasurer must immediately deposit the money into the established trust or escrow account. Money deposited into the account must not be commingled with city funds. The account may be interest-bearing. Any interest earned on money placed in a trust or escrow account shall be retained by the municipality to defray expenses incurred under this section.

2. Releasing funds from the account

Once the money is in the city trust or escrow account, there are several situations that trigger releasing those funds.

a. Releasing funds to bank or lender

If the mortgage on the insured property is in default, the bank or lender who holds that mortgage may make a written request to the city for the funds.

Not later than 10 days after receiving the written request, the treasurer must release any or all of the proceeds to the extent necessary to satisfy the outstanding mortgage.

b. Releasing funds to the insured

There are two situations described in statute where the funds in the account must be immediately forwarded to the insured. The first situation is where the chief fire official or other authorized city representative receives or is shown reasonable proof that the damaged or destroyed portions of the insured structure have been repaired or replaced. However, if not all repairs or replacement have been made, the city may withhold the amount that is needed to complete repair or replacement.

The second situation is when the chief fire official or other authorized city representative receives or is shown reasonable proof that the damaged or destroyed structure and any and all remnants of the structure have been removed from the land where the structure was located. This may be done by the owner or any other person. The work must have been done in compliance with local code requirements.

There is also a third situation when funds must be immediately released, but in this situation, the funds are forwarded to a third-party contractor and not the insured.

RELEVANT LINKS:

[Minn. Stat. § 65A.50, subd. 7.](#)

[Minn. Stat. § 65A.50, subd. 8.](#)

[Minn. Stat. § 65A.50, subd. 8.](#) See [Minn. Stat. ch. 299F](#).
[Minn. Stat. ch. 463](#). See
Section IX, *Hazardous
buildings*.

[Minn. Stat. § 65A.50, subd. 8.](#)

In this situation, the funds deposited into the escrow or trust account must be immediately forwarded to the contractor when the chief fire official or other authorized city representative receives or is shown reasonable proof that the insured has entered into a contract to perform repair, replacement, or removal services on the property. It must also be shown that the insured consents to payment of the funds directly to the contractor performing the services. These funds may be forwarded only to a contractor performing services on the insured property.

As mentioned in the three situations above, the insured must show reasonable proof in order to have the funds released or forwarded. The law provides three situations that will be considered reasonable proof:

- Originals or copies of pertinent contracts, invoices, receipts, and other similar papers showing both the work performed or to be performed and the materials used or to be used by all contractors performing repair, replacement, or removal services with respect to the insured real property.
- An affidavit executed by the contractor who has performed the greatest amount of repair or replacement work on the structure, or who has done most of the clearing and removal work if structure repair or replacement is not to be performed. The contractor shall attach to the affidavit all pertinent contracts, invoices, and receipts and shall swear that these attached papers correctly indicate the nature and extent of the work performed to date by the contractor and the materials used.
- An inspection of the insured real property to verify that repair, replacement, or clearing has been completed.

3. Use of retained proceeds

If reasonable proof is not received or shown to the chief fire official or other authorized city representative within 45 days after the funds were received by the treasurer, the city must use the funds to secure, repair, or demolish the damaged or destroyed structure and clear the property in question, so that the structure and property are in compliance with local code requirements and applicable ordinances of the municipality. Any unused portion of the retained funds must be returned to the insured.

It may be possible that during these 45 days, the city may have secured, repaired, or demolished the damaged or destroyed structure under another law or ordinance such as the hazardous building laws. If this is the case, after the 45 days lapse, the city may release any special assessment placed on the property and reimburse itself from the retained funds.

No more than 15 percent of the funds used by the municipality may be attributed to the city's administrative expenses. Any administrative expenses must be directly related to the actions authorized by the statute.

65A.50 TRUST OR ESCROW ACCOUNTS; INSURED REAL PROPERTY FIRE OR EXPLOSION LOSS PROCEEDS.

Subdivision 1. **Definitions.** (a) "Municipality" means statutory or home rule charter city or town.

(b) "Final settlement" means a determination of the amount due and owing to the insured, for a loss to insured real property, by any of the following means:

- (1) acceptance of a proof of loss by the insurer;
- (2) execution of a release by the insured;
- (3) acceptance of an arbitration award by both the insured and the insurer; or
- (4) judgment of a court of competent jurisdiction.

Subd. 2. **Partial withholding from settlement payments; notice.** Except as otherwise provided in this section, with respect to insured real property located in a municipality which has elected to apply this section as provided in subdivision 12, when a claim is filed for a loss to insured real property due to fire or explosion and a final settlement is reached on the loss to the insured real property, an insurer shall withhold from payment 25 percent of the actual cash value of the insured real property at the time of the loss or 25 percent of the final settlement, whichever is less. At the time that 25 percent of the settlement or judgment is withheld, the insurer shall give notice of the withholding to the treasurer of the municipality in which the insured real property is located, to the insured, and to any mortgagee having an existing lien or liens against the insured real property, if the mortgagee is named on the policy. In the case of a judgment, notice shall also be provided to the court in which judgment was entered. The notice shall include all of the following:

- (1) the identity and address of the insurer;
- (2) the name and address of each policyholder, including any mortgagee;
- (3) location of the insured real property;
- (4) the date of loss, policy number, and claim number;
- (5) the amount of money withheld;
- (6) a statement that the municipality may have the withheld amount paid into a trust or escrow account established for the purposes of this section if it shows cause, pursuant to subdivision 3, within 30 days that the money should be withheld to protect the public health and safety, otherwise the withheld amount shall be paid to the insured at the expiration of 30 days; and
- (7) an explanation of the provisions of this section and a verbatim reproduction of subdivision 16.

Subd. 3. **Escrow procedure.** In order for a municipality to escrow the amount withheld by the insurer, and to retain that amount, the following procedure shall be used.

(a) An affidavit prepared by the chief fire official or another authorized representative of the municipality designated by the governing body of the municipality that the damaged insured structure violates existing named health and safety standards requiring the escrow of the withheld amount as surety for the repair, replacement, or removal of the damaged structure shall constitute cause for the escrowing of the withheld amount.

(b) In the case of a settlement, the affidavit shall be sent to the insurer, the insured, and any mortgagees. Upon receipt of the affidavit, the insurer shall forward the withheld amount to the treasurer of the municipality and shall provide notice of the forwarding to the insured and any mortgagees.

(c) In the case of a judgment, the affidavit shall be sent to the insurer, the insured, any mortgagees, and the court in which the judgment was entered. Upon receipt of the affidavit, the insurer shall forward the withheld amount to the treasurer of the municipality and shall provide notice of the forwarding to the insured, any mortgagees, and the court in which judgment was entered.

Subd. 4. Deposit in trust or escrow account; release of proceeds to mortgagee. Upon receipt of money and information from an insurer as prescribed in subdivisions 2 and 3, the local treasurer shall record the information and the date of receipt of the money and shall immediately deposit the money in a trust or escrow account established for purposes of this section. The account may be interest-bearing. If the mortgage on the insured property is in default, the treasurer of the municipality, upon written request from a first mortgagee of property with respect to which policy proceeds were withheld and placed into a trust or escrow account under subdivisions 2, 3, and this subdivision, shall release to the mortgagee all or any part of the policy proceeds received by the municipality with respect to that property, not later than ten days after receipt of the written request by the mortgagee, to the extent necessary to satisfy any outstanding lien of the mortgagee.

Subd. 5. Commingling of funds; retention of interest. Except as provided in subdivision 8, money deposited in an account pursuant to subdivision 4 shall not be commingled with municipal funds. Any interest earned on money placed in a trust or escrow account shall be retained by the municipality to defray expenses incurred under this section.

Subd. 6. Release of deposited proceeds to insured. Except as provided in clause (3), the policy proceeds deposited under subdivision 4 shall immediately be forwarded to the insured when the chief fire official or another authorized representative of the municipality designated by the governing body of the municipality receives or is shown reasonable proof of any of the following:

(1) that the damaged or destroyed portions of the insured structure have been repaired or replaced, except to the extent that the amount withheld under this subdivision is needed to complete repair or replacement;

(2) that the damaged or destroyed structure and any and all remnants of the structure have been removed from the land on which the structure or the remnants of the structure were situated, by the owner or by any other person, in compliance with the local code requirements of the municipality in which the structure was located; or

(3) that the insured has entered into a contract to perform repair, replacement, or removal services with respect to the insured real property and that the insured consents to payment of funds directly to the contractor performing the services. Funds released under this clause may be forwarded only to a contractor performing services on the insured property.

Subd. 7. Reasonable proof. Reasonable proof required under subdivision 6 shall include any of the following:

(1) originals or copies of pertinent contracts, invoices, receipts, and other similar papers evidencing both the work performed or to be performed and the materials used or to be used by all contractors performing repair, replacement, or removal services with respect to the insured real property, other than a contractor subject to clause (2);

(2) an affidavit executed by the contractor which has performed the greatest amount of repair or replacement work on the structure, or which has done most of the clearing and removal work if structure repair or replacement is not to be performed. The contractor shall attach to the affidavit all pertinent contracts, invoices, and receipts and shall swear that these attached papers correctly indicate the nature and extent of the work performed to date by the contractor and the materials used; or

(3) an inspection of the insured real property to verify that repair, replacement, or clearing has been completed in accordance with subdivision 6.

Subd. 8. Use of retained proceeds. If with respect to a loss, reasonable proof is not received by or shown to a fire official or another authorized representative of the municipality designated by the governing body of the municipality within 45 days after the policy proceeds portion was received by the treasurer, the municipality shall use the retained proceeds to secure, repair, or demolish the damaged or destroyed structure and clear the property in question, so that the structure and property are in compliance with local code requirements and applicable ordinances of the municipality. If, before the lapse of the 45 days after the proceeds portion was received by the treasurer, the municipality has secured, repaired, or demolished the damaged or destroyed structure under chapter 299F or 463 or other applicable law or ordinance, once the 45 days lapse, the municipality may release the special assessment placed on the property, if any, and reimburse itself from the retained funds. No more than 15 percent of the policy proceeds used by the municipality under this subdivision may be attributed to the municipality's administrative expenses, which must be directly related to the actions authorized under this subdivision. Any unused portion of the retained proceeds shall be returned to the insured.

Subd. 9. Proceeds not included. A final settlement shall not include the payment of policy proceeds for personal property or contents damage or for additional coverage not contained in the fire coverage portion of the fire insurance policy.

Subd. 10. Immunity from liability. There shall not be liability on the part of, and a cause of action shall not arise against, an insurer or an agent or employee of an insurer for withholding or transferring money in the course of complying or attempting to comply with this section.

Subd. 11. Application of section; amount of settlement. This section applies only to final settlements which exceed 49 percent of the insurance on the insured real property.

Subd. 12. Application of section; election; list of electing municipalities. This section applies only to property located in a municipality if the municipality, pursuant to a resolution by the governing body, notifies the commissioner in writing that the municipality has established a trust or escrow account to be used as prescribed in this section and intends to uniformly apply this section with respect to all property located within the municipality following written notification to the commissioner. The commissioner shall prepare and distribute a list of all municipalities which have elected to apply this section to all insurance companies transacting property insurance in this state.

Subd. 13. Retention on list. (a) A municipality shall remain on the list until a written request for deletion has been received by the commissioner, or until the municipality has failed to comply with paragraph (b), and the amended list has been prepared pursuant to this subdivision.

(b) Municipalities on the list shall report every two years to the commissioner in writing regarding the extent of the municipality's use of this section and the effect of this section on arson fires in that municipality. The report must be filed with the commissioner no later than 90 days after the two-year anniversary of the municipality's placement on the list and thereafter no later than 90 days after each subsequent two-year period. If the commissioner has not received a report required under this paragraph, the commissioner shall

promptly provide the municipality a written reminder notice. If the commissioner has not received the report within 30 days after providing the written notice, the municipality shall be treated as having made a written request for deletion under paragraph (a).

Subd. 14. **Addition to list.** A municipality may apply to be added to the list by making a written request for addition to the commissioner. When a written request for addition from a municipality has been received by the commissioner, an amended list shall be prepared and distributed indicating the addition. The addition shall be effective on the date specified by the commissioner in the amendment. The commissioner shall notify the municipality and insurance companies of the effective date of the addition which shall be effective not less than 30 days after receipt of notice by the insurance company. A municipality shall not apply this section with respect to any loss which occurred before the effective date of the addition.

Subd. 15. **Deletion from list.** A municipality may cease to apply this section for a period of not less than six months upon not less than 30 days' written notice to the commissioner. After receipt of request to be deleted from the list, the commissioner shall prepare and distribute an amendment to the list indicating the deletion. The deletion shall be effective on the date specified by the commissioner in the amendment. The commissioner shall notify the municipality and insurance companies of the effective date of the deletion which shall be effective not less than 30 days after receipt of the notice by the insurance company. A municipality shall continue to apply this section with respect to any loss which occurred before the effective date of the deletion, notwithstanding the deletion.

Subd. 16. **Exceptions to withholding requirements.** The withholding requirements of this section do not apply if all of the following occur:

(1) within 30 days after agreement on a final settlement between the insured and the insurer, the insured has filed with the insurer evidence of a contract to repair as described in subdivision 7;

(2) the insured consents to the payment of funds directly to the contractor performing the repair services. Funds released under this clause may be forwarded only to a contractor performing the repair services on the insured property; and

(3) on receipt of the contract to repair, the insurer gives notice to the municipality in which the property is situated that there will not be a withholding under this section because of the repair contract.

Subd. 17. **Demolition costs or debris removal costs as part of final settlement; withholding.** If the insured and the insurer have agreed on the demolition costs or the debris removal costs as part of the final settlement of the real property insured claim, the insurer shall withhold one of the following sums, whichever sum is the largest, and shall pay that sum in accordance with this section:

(1) the agreed cost of demolition or debris removal;

(2) 25 percent of the actual cash value of the insured real property at the time of loss; or

(3) 25 percent of the final settlement of the insured real property claim.

History: 1995 c 170 s 1; 1997 c 47 s 1-5; 1997 c 77 s 2



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>
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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>	

City of Brainerd, Minnesota

Annual Disclosure of Tax Increment Districts for the Year Ended December 31, 2020

TIF District Name:	TIF 4-11 East Brainerd Mall	TIF 4-13 Timberland Townhomes	TIF 4-15 Artspace	TIF 4-16 Taco John's	TIF 4-17 Jimmy John's	TIF 4-18 Royal Tire
Current net tax capacity	\$251,250	\$14,065	\$26,754	\$10,536	\$5,432	\$9,348
Original net tax capacity	\$50,184	\$253	\$22,158	\$7,346	\$2,848	\$6,578
Captured net tax capacity	\$201,066	\$13,812	\$4,596	\$3,190	\$2,584	\$2,770
Principal and interest payments due in 2021	\$184,942	\$10,935	\$5,081	\$2,651	\$2,107	\$3,726
Tax increment received in 2020	\$191,903	\$11,541	\$4,339	\$3,006	\$2,389	\$3,723
Tax increment expended in 2020	\$188,006	\$1,110	\$5,275	\$2,889	\$2,315	\$3,647
Month and year of first tax increment receipt	7 / 2004	7 / 2003	7 / 2009	7 / 2009	7 / 2010	7 / 2017
Date of required decertification	12/31/2029	12/31/2028	12/31/2034	12/31/2034	12/31/2035	12/31/2042

Additional information regarding each district may be obtained from-

Connie Hillman, Finance Director
City of Brainerd
501 Laurel Street
Brainerd, MN 56401
(218) 828-2307



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

**ORDINANCE
NO. 1519**

**AN INTERIM ORDINANCE PLACING A TEMPORARY MORATORIUM ON APPLICATIONS
TO AMEND THE ZONING ORDINANCE INCLUDING THE OFFICIAL ZONING MAP OF THE
CITY AND DIRECTING THAT STUDIES OF OFFICIAL CONTROLS RELATED THERETO BE
CONDUCTED**

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: Purpose.

1. The City has adopted official zoning controls in its Zoning Code, Section 515 of the Brainerd City Code, which regulates the use and zoning classifications in the City.

2. The City hired a consultant to prepare an update and to revise the Zoning Code for consistency with the recently approved 2035 Comprehensive Plan.

3. On July 12 and July 19, 2021 the City Council reviewed the Annotated Outline prepared by the consultant that proposes a transition of the current Zoning Code from a single-use based approach to a character-based hybrid Zoning Code.

4. And on July 19, 2021 the City Council officially adopted the Zoning Code Update Annotated Outline dated July 12, 2021 that requires a full revision, update and modification of the Zoning Code to fully transition the code to a hybrid character-based approach. The purpose of such revisions and amendments is to create a clearer and more updated regulatory framework for the City, its staff, and policymakers.

5. This Council, therefore, pursuant to Minnesota Statutes, Section 462.355, Subdivision 4(a), finds that a moratorium is required to protect the zoning, permitting and planning process to allow for the work to be completed comprehensive and to fully transition the current Zoning Code to a hybrid character-based set of regulations and standards. The study period required under the moratorium, including all necessary revisions and amendments to the City's Zoning Code, is anticipated to be completed by January 31, 2022.

SECTION TWO. Moratorium Established and Scope.

1. In accordance with the findings set forth within Section ONE of this Ordinance and pursuant to the directive of this Council, there is hereby established a moratorium on consideration of any new zoning amendments to either the text of the Zoning Code or the Official Zoning Map.

2. During the period of the moratorium, any application made prior to its enactment, prior approvals, discussion or previously issued permits shall continue under the existing regulations established by the City's Zoning Code.

SECTION THREE. Applicability.

The moratorium shall be applied throughout the City of Brainerd from the Effective Date.

SECTION FOUR. Effective Date.

This Ordinance shall be in full force and effect from and after its passage and publication according to law and shall remain effective until January 31, 2022 unless further extended by order of this Council.

Adopted this _____ day of _____, 2021

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

Published: One Time – _____



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

MEMO



TO: Planning Commission

FROM: James Kramvik, Assistant Planner

DATE: July 21, 2021

RE: CUP – 310 N 7th Street

James and April Erfurth have submitted a request for a Conditional Use Permit to operate a private learning center at 310 N 7th Street.

Findings of Fact

1. 310 N 7th Street is located in a R-1 (Single Family Residential) District.
2. The operation of a school/ private learning center in a R-1 District is considered a conditional use per Section [515-54-5.F](#) of the Code of Ordinances.
3. The proposed center will be used as a satellite location for elementary aged homeschool students of their former Montessori families to provide an applied learning and home economics environment.
4. The center must meet the following criteria as required by the aforementioned section of the Code:
 - a. The site accesses a major collector.
 - i. The center is adjacent to N 7th Street and located between Juniper and Kingwood Street. These roads are not major collectors, but they do accommodate any traffic in relation to the operation of the center.*
 - b. The site is landscaped in accordance with [Section 20](#) of the Zoning Code. According to Section 515-20-8.B A six (6) foot high fence or landscaped screen, providing eighty (80) percent year around opacity, shall be required wherever a non-residential use abuts directly upon land zoned or used for residential purposes or is across an alley from land used or zoned for residential purposes.
 - i. The owners have applied for the construction of a 6' wood privacy fence that would screen their yard from the street and the neighboring property to the North. There is no required parking lot screening. The lot meets all other landscape requirements.*
 - c. Off-street parking is provided in accordance with [Section 22](#) of the Zoning Code

- i. The site has a parking area off the alley that is sufficient for staff. The students that attend the center do not have any parking needs.*
 - d. Off-street loading and service entrances are provided as regulated by [Section 23](#) of the Zoning Code.
 - i. The site does not receive large delivery shipments. Anything delivered to the site would be similar to the surrounding residential uses.*
 - e. Emergency vehicle access is provided to and within the site.
 - i. The site has emergency vehicle access from N 7th Street and the alley, which is sufficient for the lot size.*
- 5. Mr. Erfurth is currently working with the State of Minnesota for licensing and the Brainerd Building Official for occupancy and building codes. The center will have to meet all requirements from the State of Minnesota and from the City of Brainerd before operation.

As of this writing, a number of parties have contacted the Community Development Department with questions about the project. The following concerns were discussed: number of students allowed on site, hardwired smoke alarms, ADA accessibility, and commercial building standards.

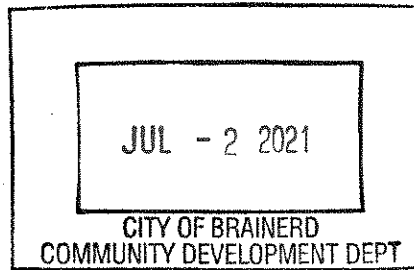
Staff Opinion

Staff recommends approval of the CUP application contingent upon meeting all requirements from the State of Minnesota and the City of Brainerd Building Official.



City Planning Department

City Hall - 501 Laurel Street
Brainerd, MN 56401
218-828-2309/Fax 218-828-2316
www.ci.brainerd.mn.us



Receipt # _____
Check # _____
Date Paid: _____

LAND USE APPLICATION

RESIDENTIAL

CONDITIONAL USE PERMIT ☐ (\$250.00)
REZONING ☐ (\$300.00)
VARIANCE ☐ (\$250.00)
ZONING TEXT AMENDMENT ☐ (\$250.00)
PLANNED UNIT DEVELOPMENT ☐ (\$250.00 +
\$1,000.00 escrow deposit)

COMMERCIAL

☒ (\$400.00 + \$500.00 escrow deposit)
☐ (\$500.00)
☐ (\$400.00 + \$500.00 escrow deposit)
☐ (\$400.00)
☐ (\$400.00 + \$1,000.00 escrow deposit)

PROPERTY ADDRESS:

310 N 7th Street

LEGAL DESCRIPTION: Lot(s): _____ Block: _____ Addition: _____
(attach description if lengthy)

Property Owner Name: James and April Erfurth

Street Address: 13216 Hwy 18 City: Brainerd State: MN Zip Code 56401

Phone Number: 218-251-3506 Fax: _____ E-mail: jameserfurth@gmail.com

Applicant Name: (If different than Property Owner) _____

Street Address: _____ City: _____ State: _____ Zip Code: _____

Phone Number: _____ Fax: _____ E-mail: _____

Description of Request: We are the owners of the Montessori school of Brainerd, and requesting to use the house as a satellite location for our private learning center for older elementary aged homeschool students of our former Montessori families. This is not a public tutoring center, but a private, members only, center, to provide an applied learning, home economics environment.

Property Owner Signature

Date

JAMES ERFURTH

(Please print name)

07/01/2021

Applicant Signature

Date

(Please print name)

(OVER)

NOTICE OF HEARING

TO WHOM IT MAY CONCERN:

Notice is hereby given that James and April Erfurth, owners of the Montessori School in Brainerd, have submitted a request on behalf of Life Lessons, Inc. for a Conditional Use Permit to operate a private learning center at 310 N 7th Street. This center will be used as a satellite location for elementary aged homeschool students of their former Montessori families to provide an applied learning and home economics environment.

*SI/2 OF LOT 17 BLOCK 76 AND ALL OF LOTS 18 THRU 20 INCLUSIVE BLOCK 76
TOWN OF BRAINERD & FIRST ADDITION TO BRAINERD
P.I.N. 41241221
Section 24, Township 45, Range 31*

The property is zoned R-1 (Single Family Residential District), and Zoning Ordinance Section 54-5.F (Single Family Residential District) Conditional Uses permits the operation of public and private schools provided that they meet the required provisions as listed under 54-5.F

A Public Hearing will be conducted by the Brainerd Planning Commission at 6:00 p.m. Wednesday, July 21, 2021 in the Council Chambers at Brainerd City Hall, 501 Laurel Street, to consider the Conditional Use Permit request.

Any individual needing special accommodations or would like more information about this request, please call (218) 828-2309.

Dated this 8th day of July 2021



David C. Chanski, MPA
Community Development Director

Publication Date: July 11th, 2021

July 27th, 2021

Gabe Johnson

Brainerd City Council

Vice Chair

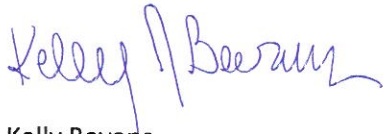
I have some concerns over the conditional use permit request at North 7th St.

I'm not sure I agree with the determination that this is a school. Community Development Director Chanski assures me that Life Lesson Inc. is a for profit private learning institution and the parents that send their children to this business are the determining factor as to whether this is legitimately a school. The State of Minnesota does not regulate this? To me this seems no different than giving piano lessons in my home & therefore may not qualify for the CUP.

If this is a school, so be it, the Council must allow it. I have serious concerns that it is not. It appears the applicants have already 'gotten away with one' on the City by not living in the home that they were running a home extended business in, with no apparent consequences. I don't think taking a residence & allowing a for profit enterprise is the best use for this home. At the very least I understand the neighbors concerns.

Unfortunately, I cannot be at the Aug. 2nd Meeting due to a death in the family. But with all the missing pieces I'm asking the Council to consider a no vote until all these questions can be answered.

Thank You,



Kelly Bevens

Brainerd City Council Ward 2, Council Chair 2020-2021.

Please copy for the Council packet.

Dear Brainerd City Council members,

In anticipation of the voting on our Conditional Use Permit, I reviewed the agenda. Upon my review I found the letter Kelly Bevan wrote pertaining to our CUP. This letter made me aware that many might not understand how we can consider ourselves a school. We are a nonpublic school. The term "nonpublic school" is any entity that is providing education that fulfills the Minnesota compulsory law. As defined in 120A.22 COMPULSORY INSTRUCTION, subsection 4:

For the purpose of compulsory attendance, a "school" means a public school, as defined in section 120A.05, subdivisions 9, 11, 13, and 17, or a nonpublic school, church or religious organization, or home school in which a child is provided instruction in compliance with this section and section 120A.24.

The requirements for the instructor of a nonpublic school are stated in subdivision 9 and 10:

Subd. 9. Knowledge and skills. Instruction must be provided in at least the following subject areas:

(1) basic communication skills including reading and writing, literature, and fine arts;

(2) mathematics and science;

(3) social studies including history, geography, economics, government, and citizenship; and

(4) health and physical education.

Instruction, textbooks, and materials must be in the English language. Another language may be used pursuant to sections 124D.59 to 124D.61.

Subd. 10. Requirements for instructors. A person who is providing instruction to a child must meet at least one of the following requirements:

(1) hold a valid Minnesota teaching license in the field and for the grade level taught;

(2) be directly supervised by a person holding a valid Minnesota teaching license;

(3) successfully complete a teacher competency examination;

(4) provide instruction in a school that is accredited by an accrediting agency, recognized according to section 123B.445, or recognized by the commissioner;

(5) hold a baccalaureate degree; or

(6) be the parent of a child who is assessed according to the procedures in subdivision 11.

We fulfill these requirements by providing these subjects stated in subdivision 9 through an exterior curriculum. (For reference the name of the curriculum provider is Sonlight Curriculum, Ltd.) These subjects are instructed by Subdivision 10 qualified instructor fulfilled by the requirement of a baccalaureate degree. Therefore, I believe we have fulfilled the requirements to be deemed a nonpublic school. And continue to proceed with the Conditional Use Permit dependent on the decision of the council.

I hope that this information gives you the "missing piece" so that voting can still occur on Monday, August 2nd.

Conditional Use Permit applicants
April and James Erfurth

8/3/21

Dear Mr. Mayor, Councilwoman and Councilmen of Brainerd,

We are the parents and grandparents of three children attending the Montessori school at 310 N 7th Street. The children are ages 7, 9 and 11. They all have attended the Montessori school since age 3. As parents and grandparents, we have carefully observed their education at the Montessori school. We believe that the education experience being provided to all the students at the Montessori school to be of the highest standard.

From the mn.gov "Subd.9.Elementary school. "Elementary school" means any school with building, equipment, coursed of study, class schedules, enrollment of pupils ordinarily in prekindergarten through grade 6 or any portion thereof, and staff meeting the standards established by the commissioner." The Montessori school meets all of the requirements of the State of Minnesota to be a compliant elementary school. The State of Minnesota does not specify that a child's education program be provided in a public school system. Indeed, home schooling, religious and nonreligious affiliated schools are prolific throughout Minnesota and our local area. Whether the school is a nonprofit or for profit school is irrelevant.

We were perplexed by Mr. Bevans letter dated July 27,2021, submitted in his official capacity as the Ward 2 councilman and read into the record at the council meeting August 2, 2021. For Mr. Bevans to make the statement "I'm not sure I agree with the determination that this is a school" as a citizen of Brainerd is his right. However, as a Brainerd city council member, it is his responsibility to educate himself on the facts.

We strongly urge the Brainerd City Council to approve the CUP for the Montessori school at 310 N 7th street owned and operated by James and April Erfurth.

Respectfully,

Jordan Benson

Joseph Benson

Jessica Sampson

Phillip Sampson

Jenifer Berg

John Berg



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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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>	

City of Brainerd, Minnesota

Pre-Sale Summary for Issuance of Bonds

\$7,880,000 General Obligation Bonds, Series 2021A

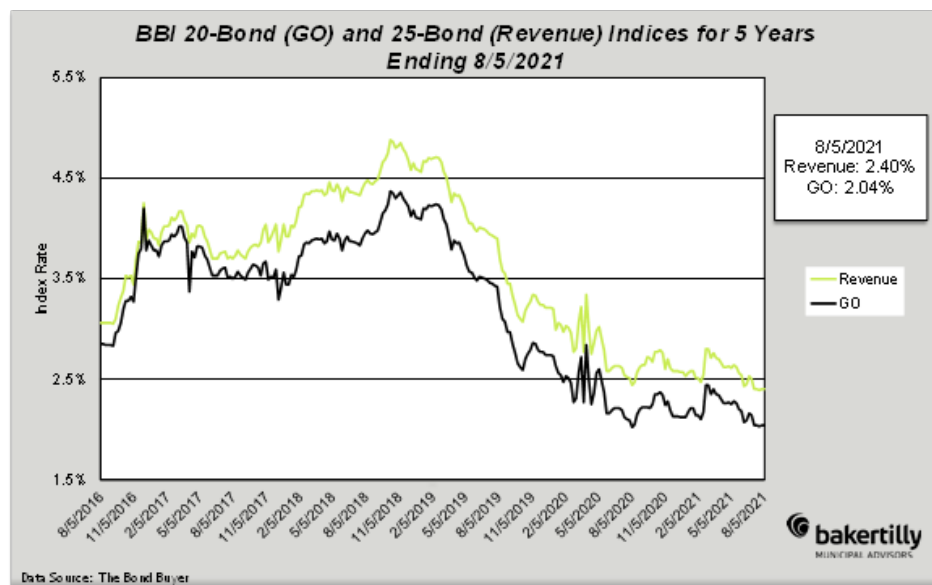
The City Council has under consideration the issuance of bonds (the "Bonds") to finance (i) the construction of water storage tanks and various water utility improvements (the "Water Utility Portion"), and (ii) various street infrastructure improvements within the City (the "Improvement Portion"). This document provides information relative to the proposed issuance.

KEY EVENTS: The following summary schedule includes the timing of key events that will occur relative to the bond issuance:

August 16, 2021	City Council sets sale date and terms
Week of September 6, 2021	Rating conference is conducted
September 20, 2021, 11:00 a.m.	Competitive proposals are received
September 20, 2021, 7:30 p.m.	City Council considers award of the Bonds
October 21, 2021	Proceeds are received

RATING: An application will be made to S&P Global Ratings (S&P) for a rating on the Bonds. The City's general obligation debt is currently rated "AA-" by S&P.

THE MARKET: Performance of the tax-exempt market is often measured by the Bond Buyer's Index ("BBI") which measures the yield of high grade municipal bonds in the 20th year for general obligation bonds rated Aa2 by Moody's or AA by S&P (the BBI 20-Bond GO Index) and the 30th year for revenue bonds rated A1 by Moody's or A+ by S&P (the BBI 25-Bond Revenue Index). The following chart illustrates these two indices over the past five years: OR



BOND SUMMARY:	The Bonds are a general obligation of the City, secured by its full faith and credit, and taxing power. In addition, the City will pledge (i) special assessments against benefitted properties and (ii) available water utility fund revenue. The Bonds are being issued pursuant to Minnesota Statutes, Chapters 429, 444, and 475 and have been structured with two purposes pursuant to their respective statutory authority. Each purpose is detailed in the sections below.
SCHEDULES ATTACHED:	Schedules attached for the Bonds include (i) sources and uses of funds, (ii) estimated net debt service as a whole and by purpose, given the current interest rates environment; (iii) estimated assessment collections and (iv) an aggregate debt service payable from the water utility and coverage.
RISKS/SPECIAL CONSIDERATIONS:	The outcome of this financing relies on market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions. Anticipated levy projections for the Improvement Portion of the Bonds are based on the estimated assessment income. If actual assessment collections are different than projected, the resulting anticipated levy could differ significantly from what is projected in these schedules.
SALE TERMS AND MARKETING:	<u>Variability of Issue Size:</u> A specific provision in the sale terms permits modifications to the issue size and/or maturity structure once the price and interest rates are set on the day of sale. <u>Prepayment Provisions:</u> Bonds maturing on or after February 1, 2032 may be prepaid at a price of par plus accrued interest on or after February 1, 2031. <u>Bank Qualification:</u> The City does not expect to issue more than \$10 million in tax-exempt obligations that count against the \$10 million limit for this calendar year; therefore, the Bonds are designated as bank qualified.

\$5,915,000 Water Utility Portion

Description of Purpose

PURPOSE:	Proceeds of the Water Utility Portion of the Bonds will be used to finance the construction of water storage tanks and various water utility work related to City street projects.
AUTHORITY:	<u>Statutory Authority:</u> The Water Utility Portion of the Bonds is being issued pursuant to Minnesota Statutes, Chapters 444 and 475. <u>Statutory Requirements:</u> Pursuant to Minnesota Statutes, Chapter 444, and the resolution authorizing the Water Utility Portion of the Bonds, the City will covenant to maintain water rates and charges in an amount sufficient to support the operation of the water utility and to pay debt service. The City is required to annually review the budget of the water utility to determine whether current rates and charges are sufficient and to adjust them as necessary.

The City currently has three (3) outstanding bond issues for which the net revenues of the water utility fund are pledged. As shown in the table on page 11, the 2020 net revenues of the water utility fund in years 2023 through 2025 are insufficient to pay the debt service on the existing debt and the proposed debt service on the Utility Portion of the Bonds. In anticipation of this project and future capital improvements to the water utility, the Brainerd Public Utilities Commission have increased water rates by 4.9% annually over the past several years and is expected to do so again in 2022. In the event the rate increase is insufficient to result in revenues which will provide adequate coverage, the Commission has discussed the addition of a surcharge on each water account. Such a surcharge is expected to result in additional annual revenues of approximately \$180,000. It is anticipated that the surcharge in addition to the rate increase will produce sufficient revenues to provide adequate debt service coverage.

SOURCE OF PAYMENT:

The Water Utility Portion of the Bonds will be repaid with net revenues of the City's water utility.

Additionally, debt service for the Water Utility Portion of the Bonds is expected to be paid, in part, from sales and use tax revenues to be received from the City of Baxter, Minnesota pursuant to a Sales and Tax Distribution Agreement between the City and the City of Baxter, Minnesota (the "Agreement"). Annual sales tax revenues to be received from the City of Baxter and applied to the Water Utility Portion of the Bonds is projected to be \$275,000.

STRUCTURING SUMMARY:

In consultation with the City, principal repayment for the Water Utility Portion is structured over a repayment term of fifteen (15) years such that debt service increases gradually through 2028 with level debt service thereafter. This structure is anticipated to accommodate the receipt of future revenues from rate increases in order to provide adequate debt service coverage.

\$1,965,000 Improvement Portion

Description of Purpose

PURPOSE:

Proceeds of the Improvement Portion of the Bonds will be used to finance three road infrastructure improvement projects within the City.

AUTHORITY:

Statutory Authority: The Improvement Portion of the Bonds are being issued pursuant to Minnesota Statutes, Chapters 429 and 475.

Statutory Requirements: Pursuant to Minnesota Statutes, Chapter 429, at least 20% of the City's share of the projected cost of the projects must be paid from special assessments. The projects being financed meet this requirement.

SOURCE OF PAYMENT:

The Improvement Portion of the Bonds will be repaid with a combination of special assessments filed against benefitted properties and general ad valorem taxes.

Special assessments in the principal amount of \$684,000 are expected to be filed in the fall of 2021 for first collection in 2022. The assessments will be collected over a term of ten years with equal annual payments of principal. Interest on the unpaid balance will be charged at a rate of 1.5% over the true interest cost (TIC) of the Improvement Portion of the Bonds, which has been estimated to be 2.830%.

The City will be required to levy ad valorem taxes to pay a portion of the debt service on the Improvement Portion of the Bonds. In anticipation of the issuance of the Bonds, the City made their first levy in 2020 for collection in 2021 in the approximate amount of \$100,000. The 2021 tax collections will be applied directly to project costs thereby reducing the borrowing amount of the Improvement Portion of the Bonds. Thereafter, beginning with the August 1, interest payment, each year's collection of assessments and taxes will be used to make the August 1 interest payment due in the collection year and the February 1 principal and interest payment due the following year.

**STRUCTURING
SUMMARY:**

In consultation with the City, principal repayment for the Improvement Portion of the Bonds is structured around the projected assessment income to result in approximately level annual tax levies over a term of ten (10) years.

Post Issuance

**POST ISSUANCE
COMPLIANCE:**

The issuance of the Bonds will result in post-issuance compliance responsibilities. The responsibilities are in two primary areas: (i) compliance with federal arbitrage requirements and (ii) compliance with secondary disclosure requirements.

Federal arbitrage requirements include a wide range of implications that have been taken into account as this issue has been structured. Post-issuance compliance responsibilities for this tax-exempt issue include both rebate and yield restriction provisions of the IRS Code. In general terms the arbitrage requirements control the earnings on unexpended bond proceeds, including investment earnings, moneys held for debt service payments (which are considered to be proceeds under the IRS regulations), and/or reserves. Under certain circumstances any "excess earnings" will need to be paid to the IRS to maintain the tax-exempt status of the Bonds. Any interest earnings on gross bond proceeds or debt service funds should not be spent until it has been determined based on actual facts that they are not "excess earnings" as defined by the IRS Code.

The arbitrage rules provide for spend-down exceptions for proceeds that are spent within either a 6-month, 18-month or, for certain construction issues, a 24-month period each in accordance with certain spending criteria. Proceeds that qualify for an exception will be exempt from rebate. These exceptions are based on actual expenditures and not based on reasonable expectations, and expenditures, including any investment proceeds will have to meet the spending criteria to qualify for the exclusion. The City expects to meet the 18-month spending exception.

Regardless of whether the issue qualifies for an exemption from the rebate provisions, yield restriction provisions will apply to Bond proceeds (including interest earnings) unspent after three years and the debt service fund throughout the term of the Bonds. These moneys should be monitored until the Bonds are retired.

Secondary disclosure requirements result from an SEC requirement that underwriters provide ongoing disclosure information to investors. To meet this requirement, any prospective underwriter will require the City to commit to providing the information needed to comply under a continuing disclosure agreement.

Baker Tilly Municipal Advisors currently provides both arbitrage and continuing disclosure services to the City. Baker Tilly Municipal Advisors will work with City staff to include the Bonds under the existing Agreement for Municipal Advisor Services.

**SUPPLEMENTAL
INFORMATION AND
BOND RECORD:**

Supplementary information will be available to staff including detailed terms and conditions of sale, comprehensive structuring schedules and information to assist in meeting post-issuance compliance responsibilities.

Upon completion of the financing, a bond record will be provided that contains pertinent documents and final debt service calculations for the transaction.

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and controlled subsidiary of Baker Tilly US, LLP, an accounting firm. Baker Tilly US, 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. © 2021 Baker Tilly Municipal Advisors, LLC.

\$7,880,000

City of Brainerd, Minnesota
General Obligation Bonds, Series 2021A
Issue Summary

Total Issue Sources And Uses

Dated 10/21/2021 | Delivered 10/21/2021

	Water Utility Portion	Improvement Portion	Issue Summary
Sources Of Funds			
Par Amount of Bonds.....	\$5,915,000.00	\$1,965,000.00	\$7,880,000.00
Total Sources.....	\$5,915,000.00	\$1,965,000.00	\$7,880,000.00
Uses Of Funds			
Deposit to Project Construction Fund.....	5,800,000.00	1,929,234.82	7,729,234.82
Total Underwriter's Discount (1.000%).....	59,150.00	19,650.00	78,800.00
Costs of Issuance.....	51,380.94	17,069.06	68,450.00
Rounding Amount.....	4,469.06	(953.88)	3,515.18
Total Uses.....	\$5,915,000.00	\$1,965,000.00	\$7,880,000.00

\$7,880,000

City of Brainerd, Minnesota
General Obligation Bonds, Series 2021A
Issue Summary

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Water Utility Revenue	105% Levy Required
02/01/2022	-	-	-	-	-	-	-	-
02/01/2023	445,000.00	0.300%	131,230.97	576,230.97	605,042.52	90,983.40	375,075.90	138,983.22
02/01/2024	470,000.00	0.450%	101,367.50	571,367.50	599,935.88	85,821.48	370,815.38	143,299.02
02/01/2025	470,000.00	0.550%	99,252.50	569,252.50	597,715.13	83,885.76	374,789.63	139,039.74
02/01/2026	470,000.00	0.750%	96,667.50	566,667.50	595,000.88	81,950.04	373,201.50	139,849.34
02/01/2027	475,000.00	0.900%	93,142.50	568,142.50	596,549.63	80,014.32	376,285.88	140,249.43
02/01/2028	475,000.00	1.050%	88,867.50	563,867.50	592,060.88	78,078.60	373,639.88	140,342.40
02/01/2029	645,000.00	1.200%	83,880.00	728,880.00	765,324.00	76,142.88	549,052.88	140,128.25
02/01/2030	650,000.00	1.350%	76,140.00	726,140.00	762,447.00	74,207.16	548,632.88	139,606.97
02/01/2031	660,000.00	1.450%	67,365.00	727,365.00	763,733.25	72,271.44	547,433.25	144,028.56
02/01/2032	665,000.00	1.550%	57,795.00	722,795.00	758,934.75	70,335.72	545,679.75	142,919.28
02/01/2033	475,000.00	1.650%	47,487.50	522,487.50	548,611.88	-	548,611.88	-
02/01/2034	480,000.00	1.850%	39,650.00	519,650.00	545,632.50	-	545,632.50	-
02/01/2035	490,000.00	1.950%	30,770.00	520,770.00	546,808.50	-	546,808.50	-
02/01/2036	500,000.00	2.050%	21,215.00	521,215.00	547,275.75	-	547,275.75	-
02/01/2037	510,000.00	2.150%	10,965.00	520,965.00	547,013.25	-	547,013.25	-
Total	\$7,880,000.00	-	\$1,045,795.97	\$8,925,795.97	\$9,372,085.77	\$793,690.80	\$7,169,948.77	\$1,408,446.20

Dated..... 10/21/2021
Delivery Date..... 10/21/2021
First Coupon Date..... 8/01/2022

Yield Statistics

Bond Year Dollars..... \$66,398.89
Average Life..... 8.426 Years
Average Coupon..... 1.5750203%

Net Interest Cost (NIC)..... 1.6936970%
True Interest Cost (TIC)..... 1.6912770%
Bond Yield for Arbitrage Purposes..... 1.5623863%
All Inclusive Cost (AIC)..... 1.8046678%

IRS Form 8038

Net Interest Cost..... 1.5750203%
Weighted Average Maturity..... 8.426 Years

\$5,915,000

City of Brainerd, Minnesota
General Obligation Bonds, Series 2021A
Water Utility Portion

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Debt Service
02/01/2022	-	-	-	-	-
02/01/2023	250,000.00	0.300%	107,215.14	357,215.14	375,075.90
02/01/2024	270,000.00	0.450%	83,157.50	353,157.50	370,815.38
02/01/2025	275,000.00	0.550%	81,942.50	356,942.50	374,789.63
02/01/2026	275,000.00	0.750%	80,430.00	355,430.00	373,201.50
02/01/2027	280,000.00	0.900%	78,367.50	358,367.50	376,285.88
02/01/2028	280,000.00	1.050%	75,847.50	355,847.50	373,639.88
02/01/2029	450,000.00	1.200%	72,907.50	522,907.50	549,052.88
02/01/2030	455,000.00	1.350%	67,507.50	522,507.50	548,632.88
02/01/2031	460,000.00	1.450%	61,365.00	521,365.00	547,433.25
02/01/2032	465,000.00	1.550%	54,695.00	519,695.00	545,679.75
02/01/2033	475,000.00	1.650%	47,487.50	522,487.50	548,611.88
02/01/2034	480,000.00	1.850%	39,650.00	519,650.00	545,632.50
02/01/2035	490,000.00	1.950%	30,770.00	520,770.00	546,808.50
02/01/2036	500,000.00	2.050%	21,215.00	521,215.00	547,275.75
02/01/2037	510,000.00	2.150%	10,965.00	520,965.00	547,013.25
Total	\$5,915,000.00	-	\$913,522.64	\$6,828,522.64	\$7,169,948.77

SIGNIFICANT DATES

Dated.....	10/21/2021
Delivery Date.....	10/21/2021
First Coupon Date.....	8/01/2022

Yield Statistics

Bond Year Dollars.....	\$55,023.06
Average Life.....	9.302 Years
Average Coupon.....	1.6602543%
Net Interest Cost (NIC).....	1.7677547%
True Interest Cost (TIC).....	1.7663551%
Bond Yield for Arbitrage Purposes.....	1.5623863%
All Inclusive Cost (AIC).....	1.8701122%

IRS Form 8038

Net Interest Cost.....	1.6602543%
Weighted Average Maturity.....	9.302 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule.
The actual underwriter's discount bid may also vary.

\$1,965,000

City of Brainerd, Minnesota
General Obligation Bonds, Series 2021A
Improvement Portion

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Levy Required
02/01/2022	-	-	-	-	-	-	-
02/01/2023	195,000.00	0.300%	24,015.83	219,015.83	229,966.62	90,983.40	138,983.22
02/01/2024	200,000.00	0.450%	18,210.00	218,210.00	229,120.50	85,821.48	143,299.02
02/01/2025	195,000.00	0.550%	17,310.00	212,310.00	222,925.50	83,885.76	139,039.74
02/01/2026	195,000.00	0.750%	16,237.50	211,237.50	221,799.38	81,950.04	139,849.34
02/01/2027	195,000.00	0.900%	14,775.00	209,775.00	220,263.75	80,014.32	140,249.43
02/01/2028	195,000.00	1.050%	13,020.00	208,020.00	218,421.00	78,078.60	140,342.40
02/01/2029	195,000.00	1.200%	10,972.50	205,972.50	216,271.13	76,142.88	140,128.25
02/01/2030	195,000.00	1.350%	8,632.50	203,632.50	213,814.13	74,207.16	139,606.97
02/01/2031	200,000.00	1.450%	6,000.00	206,000.00	216,300.00	72,271.44	144,028.56
02/01/2032	200,000.00	1.550%	3,100.00	203,100.00	213,255.00	70,335.72	142,919.28
Total	\$1,965,000.00	-	\$132,273.33	\$2,097,273.33	\$2,202,137.00	\$793,690.80	\$1,408,446.20

Dated..... 10/21/2021
Delivery Date..... 10/21/2021
First Coupon Date..... 8/01/2022

Yield Statistics

Bond Year Dollars..... \$11,375.83
Average Life..... 5.789 Years
Average Coupon..... 1.1627573%

Net Interest Cost (NIC)..... 1.3354919%
True Interest Cost (TIC)..... 1.3384922%
Bond Yield for Arbitrage Purposes..... 1.5623863%
All Inclusive Cost (AIC)..... 1.4977044%

IRS Form 8038

Net Interest Cost..... 1.1627573%
Weighted Average Maturity..... 5.789 Years

\$684,000

City of Brainerd, Minnesota
General Obligation Bonds, Series 2021A
Assesment Income

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total P+I
12/31/2021	-	-	-	-
12/31/2022	68,400.00	2.830%	22,583.40	90,983.40
12/31/2023	68,400.00	2.830%	17,421.48	85,821.48
12/31/2024	68,400.00	2.830%	15,485.76	83,885.76
12/31/2025	68,400.00	2.830%	13,550.04	81,950.04
12/31/2026	68,400.00	2.830%	11,614.32	80,014.32
12/31/2027	68,400.00	2.830%	9,678.60	78,078.60
12/31/2028	68,400.00	2.830%	7,742.88	76,142.88
12/31/2029	68,400.00	2.830%	5,807.16	74,207.16
12/31/2030	68,400.00	2.830%	3,871.44	72,271.44
12/31/2031	68,400.00	2.830%	1,935.72	70,335.72
Total	\$684,000.00	-	\$109,690.80	\$793,690.80

SIGNIFICANT DATES

Filing Date..... 11/01/2021
First Payment Date..... 12/31/2022

Brainerd, Minnesota
Aggregate Debt Service Payable from the Water Utility

Aggregate Debt Service

Calendar Year	\$1,700,000 2015A Bonds	\$4,485,000 2016A Bonds	\$2,720,000 2018A Bonds	\$5,915,000 (1) 2021A Bonds	Total D/S	Baxter Sales Tax Revenue	Net D/S Payable from Water Revenue	Coverage
2021	204,028.13	429,128.44	343,533.75	-	976,690.32	275,000.00	701,690.32	1.33
2022	202,925.63	429,915.94	335,790.00	68,524.46	1,037,156.03	275,000.00	762,156.03	1.22
2023	195,575.63	429,915.94	338,021.25	350,209.13	1,313,721.95	275,000.00	1,038,721.95	0.90
2024	195,260.63	429,128.44	339,465.00	370,177.50	1,334,031.57	275,000.00	1,059,031.57	0.88
2025	196,435.31	432,803.44	338,047.50	373,995.56	1,341,281.81	275,000.00	1,066,281.81	0.87
2026	-	430,178.44	339,255.00	372,118.69	1,141,552.13	275,000.00	866,552.13	1.08
2027	-	429,200.63	334,976.25	374,962.88	1,139,139.76	275,000.00	864,139.76	1.08
2028	-	427,651.88	335,711.25	372,096.38	1,135,459.51	275,000.00	860,459.51	1.08
2029	-	430,276.88	-	546,217.88	976,494.76	275,000.00	701,494.76	1.33
2030	-	427,441.88	-	545,408.06	972,849.94	275,000.00	697,849.94	1.34
2031	-	429,240.00	-	543,931.50	973,171.50	275,000.00	698,171.50	1.34
2032	-	-	-	541,895.81	541,895.81	275,000.00	266,895.81	3.49
2033	-	-	-	544,497.19	544,497.19	275,000.00	269,497.19	3.46
2034	-	-	-	540,970.50	540,970.50	275,000.00	265,970.50	3.50
2035	-	-	-	541,792.13	541,792.13	275,000.00	266,792.13	3.49
2036	-	-	-	541,894.50	541,894.50	275,000.00	266,894.50	3.49
2037	-	-	-	541,256.63	541,256.63	275,000.00	266,256.63	3.50
Total	\$994,225.33	\$4,724,881.91	\$2,704,800.00	\$7,169,948.77	\$15,593,856.01	\$4,675,000.00	\$10,918,856.01	

Note: all debt service is shown at 105%

(1) Estimate

Water Utility - 2020 Net Revenue & Coverage Calculation

Operating Revenues	\$2,721,220
Operating Expenses	<u>(2,973,156)</u>
Operating Income	(251,936)
Add back depreciation	1,142,061
Interest Income	<u>42,098</u>
Income Available for Debt Service	\$932,223
Maximum Projected Debt Service	\$1,066,282
Remaining Capacity	(\$134,059)

Extract of Minutes of Meeting
of the City Council of the City of
Brainerd, Crow Wing County, Minnesota

Pursuant to due call and notice thereof a regular meeting of the City Council of the City of Brainerd, Minnesota, was held on Monday, August 16, 2021, commencing at 7:30 p.m., at City Hall in the City and by electronic means as authorized by Minnesota Statutes, Section 13D.021.

The following members of the Council were present:

and the following were absent:

* * *

* * *

* * *

Member _____ presented the following written resolution, the reading of which was dispensed with by unanimous consent, and moved its adoption:

RESOLUTION
NO. _____

**RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE
OF GENERAL OBLIGATION BONDS, SERIES 2021A, IN THE
PROPOSED AGGREGATE PRINCIPAL AMOUNT OF
\$7,880,000**

BE IT RESOLVED By the City Council (the "City Council") of the City of Brainerd, Crow Wing County, Minnesota (the "City") as follows:

1. Improvement Bonds.

(a) The City is authorized by Minnesota Statutes, Chapters 429 and 475, as amended (the "Improvement Act"), to issue obligations in an amount deemed necessary to defray in whole or in part the expense incurred and estimated to be incurred in making improvements authorized by the Improvement Act.

(b) Certain assessable public street improvements in the City, including but not limited to street reconstruction and resurfacing projects designated as City Improvements 19-19, 20-05, and 20-06 (collectively, the "Assessable Improvements"), have been made, duly ordered, or contracts let pursuant to the provisions of the Improvement Act.

(c) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue obligations in the proposed principal amount of \$1,965,000 (the "Improvement Bonds"), pursuant to the Improvement Act, to provide financing for the Assessable Improvements.

2. Utility Revenue Bonds.

(a) The Brainerd Public Utilities Commission has recommended the construction of various improvements to the City's water system, including but not limited to the replacement of existing water storage tanks and other improvements to the water system (collectively, the "Utility Improvements"), pursuant to Minnesota Statutes, Chapters 444 and 475, as amended (the "Utility Revenue Act").

(b) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue obligations in the proposed principal amount of \$5,915,000 (the "Utility Revenue Bonds"), pursuant to the Utility Revenue Act, to provide financing for the Utility Improvements.

3. Sale of Bonds.

(a) It is necessary and expedient to the sound financial management of the affairs of the City to issue its General Obligation Bonds, Series 2021A (the "Bonds"), in the proposed aggregate principal amount of \$7,880,000, pursuant to the Improvement Act and the Utility Revenue Act (collectively, the "Act"), to provide financing for the construction of the Assessable Improvements and the construction of the Utility

Improvements. The Bonds will be issued, sold, and delivered in accordance with the Terms of Proposal attached hereto as EXHIBIT A (the "Terms of Proposal").

(b) The City is authorized by Section 475.60, subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent municipal advisor in connection with such sale.

4. Authority of Municipal Advisor. Baker Tilly Municipal Advisors, LLC (the "Municipal Advisor") is authorized and directed to negotiate the Bonds in accordance with the Terms of Proposal. The City Council will meet at 7:30 p.m. on Monday, September 20, 2021, to consider proposals on the Bonds and take any other appropriate action with respect to the Bonds.

5. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, as bond counsel for the City ("Bond Counsel"), is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the City are hereby authorized to assist Bond Counsel in the preparation of such documents, certificates, and instruments.

6. Covenants. In the resolution awarding the sale of the Bonds the City Council will set forth the covenants and undertakings required by the Act.

7. Official Statement. In connection with the sale of the Bonds, the officers or employees of the City are authorized and directed to cooperate with the Municipal Advisor and participate in the preparation of an official statement for the Bonds and to deliver it on behalf of the City upon its completion.

(The remainder of this page is intentionally left blank.)

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Adopted this ____ day of _____, 2021.

KELLY BEVANS
President of the Council

Adopted this ____ day of _____, 2021.

DAVE BADEAUX
Mayor

ATTEST:

JENNIFER BERGMAN
City Administrator

EXHIBIT A

TERMS OF PROPOSAL

THE CITY HAS AUTHORIZED BAKER TILLY MUNICIPAL ADVISORS, LLC TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:

TERMS OF PROPOSAL

\$7,880,000*

CITY OF BRAINERD, MINNESOTA

GENERAL OBLIGATION BONDS, SERIES 2021A

(BOOK ENTRY ONLY)

Proposals for the above-referenced obligations (the "Bonds") will be received by the City of Brainerd, Minnesota (the "City") on Monday, September 20, 2021 (the "Sale Date") until 11:00 A.M., Central Time (the "Sale Time") at the offices of Baker Tilly Municipal Advisors, LLC ("Baker Tilly MA"), 225 South 6th Street, Suite 2300, Minneapolis, Minnesota, 55402, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at its meeting commencing at 7:30 P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

Baker Tilly MA will assume no liability for the inability of a bidder or its proposal to reach Baker Tilly MA prior to the Sale Time, and neither the City nor Baker Tilly MA shall be responsible for any failure, misdirection or error in the means of transmission selected by any bidder. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Completed, signed proposals may be submitted to Baker Tilly MA by email to bondservice@bakertilly.com or by fax (651) 223-3046, and must be received prior to the Sale Time.

OR

(b) **Electronic Bidding.** Proposals may also be received via PARITY®. For purposes of the electronic bidding process, the time as maintained by PARITY® shall constitute the official time with respect to all proposals submitted to PARITY®. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY® for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of Proposal.* Neither the City, its agents, nor PARITY® shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents, nor PARITY® shall be responsible for a bidder's failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY®. The City is using the services of PARITY® solely as a communication mechanism to conduct the electronic bidding for the Bonds, and PARITY® is not an agent of the City.

If any provisions of this Terms of Proposal conflict with information provided by PARITY®, this Terms of Proposal shall control. Further information about PARITY®, including any fee charged, may be obtained from:

PARITY®, 1359 Broadway, 2nd Floor, New York, New York 10018
Customer Support: (212) 849-5000

* Preliminary; subject to change.

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and controlled subsidiary of Baker Tilly US, LLP, an accounting firm. Baker Tilly US, 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. © 2021 Baker Tilly Municipal Advisors, LLC.

DETAILS OF THE BONDS

The Bonds will be dated as of the date of delivery and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 2022. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Bonds will mature February 1 in the years and amounts* as follows:

2023	\$445,000	2026	\$470,000	2029	\$645,000	2032	\$665,000	2035	\$490,000
2024	\$470,000	2027	\$475,000	2030	\$650,000	2033	\$475,000	2036	\$500,000
2025	\$470,000	2028	\$475,000	2031	\$660,000	2034	\$480,000	2037	\$510,000

* *The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Bonds or the amount of any maturity or maturities in multiples of \$5,000. In the event the amount of any maturity is modified, the aggregate purchase price will be adjusted to result in the same gross spread per \$1,000 of Bonds as that of the original proposal. Gross spread for this purpose is the differential between the price paid to the City for the new issue and the prices at which the proposal indicates the securities will be initially offered to the investing public.*

Proposals for the Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption scheduled to conform to the maturity schedule set forth above. In order to designate term bonds, the proposal must specify "Years of Term Maturities" in the spaces provided on the proposal form.

BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository for the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The lowest bidder (the "Purchaser"), as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

REGISTRAR

The City will name the registrar which shall be subject to applicable regulations of the Securities and Exchange Commission. The City will pay for the services of the registrar.

OPTIONAL REDEMPTION

The City may elect on February 1, 2031, and on any day thereafter, to redeem Bonds due on or after February 1, 2032. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be redeemed. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All redemptions shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition, the City will pledge special assessments against benefited properties and net revenues of the City's water utility fund for repayment of a portion of the Bonds. The proceeds of the Bonds will be used to finance (i) the construction of water storage tanks and water utility work related to City street projects; (ii) various road infrastructure improvements; and (iii) the costs of issuance of the Bonds.

BANK QUALIFIED TAX-EXEMPT OBLIGATIONS

The City will designate the Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

BIDDING PARAMETERS

Proposals shall be for not less than \$7,801,200 plus accrued interest, if any, on the total principal amount of the Bonds. No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for each maturity as stated on the proposal must be 98.0% or greater. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

ESTABLISHMENT OF ISSUE PRICE

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) pricing wires or equivalent communications supporting such offering or sale price. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by Baker Tilly MA.

The City intends that the sale of the Bonds pursuant to this Terms of Proposal shall constitute a "competitive sale" as defined in the Regulation based on the following:

- (i) the City shall cause this Terms of Proposal to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
- (ii) all bidders shall have an equal opportunity to submit a bid;
- (iii) the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Bonds; and
- (iv) the City anticipates awarding the sale of the Bonds to the bidder who provides a proposal with the lowest true interest cost, as set forth in this Terms of Proposal (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Proposal shall be considered a firm offer for the purchase of the Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Bonds.

If all of the requirements of a “competitive sale” are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Bonds, the Purchaser shall advise the City and Baker Tilly MA if 10% of any maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which it was sold. The City will treat such sale price as the “issue price” for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the “hold-the-offering-price” requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and Baker Tilly MA the prices at which 10% of such maturities are sold to the public; provided such determination shall be made and the City and Baker Tilly MA notified of such prices whether or not the closing date has occurred, until the 10% test has been satisfied as to each maturity of the Bonds or until all of the Bonds of a maturity have been sold.

GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit via wire transfer to the City in the amount of \$78,800 (the “Deposit”) no later than 2:00 P.M., Central Time on the Sale Date. The Purchaser shall be solely responsible for the timely delivery of its Deposit, and neither the City nor Baker Tilly MA have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

A Deposit will be considered timely delivered to the City upon submission of a federal wire reference number by the specified time. Wire transfer instructions will be available from Baker Tilly MA following the receipt and tabulation of proposals. The successful bidder must send an e-mail including the following information: (i) the federal reference number and time released; (ii) the amount of the wire transfer; and (iii) the issue to which it applies.

Once an award has been made, the Deposit received from the Purchaser will be retained by the City and no interest will accrue to the Purchaser. The amount of the Deposit will be deducted at settlement from the purchase price. In the event the Purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

AWARD

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the City. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER'S OPTION

The City has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Bonds. If the Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the bidder's proposal. The City specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest TIC to the City. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the

municipal bond insurer to issue the policy after the award of the Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Bonds.

CUSIP NUMBERS

If the Bonds qualify for the assignment of CUSIP numbers such numbers will be printed on the Bonds; however, neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Bonds. Baker Tilly MA will apply for CUSIP numbers pursuant to Rule G-34 implemented by the Municipal Securities Rulemaking Board. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

On or about October 21, 2021, the Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Kennedy & Graven, Chartered of Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Bonds has been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

In accordance with SEC Rule 15c2-12(b)(5), the City will undertake, pursuant to the resolution awarding sale of the Bonds, to provide annual reports and notices of certain events. A description of this undertaking is set forth in the Official Statement. The Purchaser's obligation to purchase the Bonds will be conditioned upon receiving evidence of this undertaking at or prior to delivery of the Bonds.

OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Bonds, and said Preliminary Official Statement has been deemed final by the City as of the date thereof within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For an electronic copy of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Baker Tilly Municipal Advisors, LLC, by telephone (651) 223-3000, or by email bondservice@bakertilly.com. The Preliminary Official Statement will also be made available at <https://connect.bakertilly.com/bond-sales-calendar>.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts, and interest rates of the Bonds, together with any other information required by law. By awarding the Bonds to the Purchaser, the City agrees that, no more than seven business days after the date of such award, it shall provide to the Purchaser an electronic copy of the Final Official Statement. The City designates the Purchaser as its agent for purposes of distributing the Final Official Statement to each syndicate member, if applicable. The Purchaser agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with its syndicate members for purposes of assuring the receipt of the Final Official Statement by each such syndicate member.

Dated August 16, 2021

BY ORDER OF THE CITY COUNCIL

/s/ Jennifer Bergman
City Administrator

STATE OF MINNESOTA)
)
COUNTY OF CROW WING)
)
CITY OF BRAINERD)

I, the undersigned, being the duly qualified City Administrator of the City of Brainerd, Minnesota (the "City"), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on Monday, August 16, 2021, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes, insofar as they relate to the issuance and sale of the City's General Obligation Bonds, Series 2021A, in the proposed aggregate principal amount of \$7,880,000.

WITNESS My hand as City Administrator and the corporate seal of the City this ____ day of August, 2021.

(SEAL)

City Administrator
City of Brainerd, Minnesota