

CITY COUNCIL AGENDA

Brainerd, Minnesota

October 18th, 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:2491 321 4598

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

1. Call To Order - 7:30 PM

2. Roll Call

___ K. Stunek ___ G. Johnson ___ D. Pritschet ___ T. Stenglein

___ T. Erickson ___ M. O'Day ___ 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:

101821 COUNCIL AP REGISTER.pdf
SEPT 2021 PREPAIDS.pdf

B. Approval Of Minutes

Regular City Council Meeting October 4th, 2021

City Council Workshop- Market Study Presentation and Zoning Code
Update October 11, 2021

Documents:

20211004_ CC Draft.pdf
20211011_ CC Market-Zoning Workshop .pdf

C. Approval Of Licenses

Contractor Licenses- 3

Documents:

20211014 Contractor Licenses.pdf

D. Department Activity Reports

1. Police Chief Report
2. Finance Director Report
3. IT/GIS Director Report

Documents:

PD Report.pdf
IT Report.pdf

E. Resolution- Accepting 3rd Quarter Donations 2021

Documents:

RES xx_21 - 3rd Quarter Donations.pdf

6. Council Committee Reports

A. Personnel And Finance Committee 7:15 P.m.

WebEx Teleconference Information

- Call Toll-Free: 1-844-992-4726
- Access Code: 2493 085 9141

Documents:

10-18 PF Agenda.pdf

1. Police Officer Hiring Ratification

Documents:

Bryce Johnson hiring.pdf

2. Approval Of 2022-2024 USW (Hydro) Union Contract Terms And Wages

Documents:

Approval of 2022-2024 USW Contract Terms and Wages.pdf

3. Authority To Enter Into Lease Agreements For 2022 Budgeted Vehicles Prior To Budget Adoption

Documents:

Enter into Leases.pdf

4. Authority To Enter Into Consulting Agreement With Hildi, Inc. For Actuarial Services To Comply With Government Accounting Standard Board (GASB) 74/75 Relating To Other Post Employment Benefits (OPEBs)

Documents:

Agreement with Hildi Inc.pdf

B. Safety And Public Works Committee - 6:00 P.m.

WebEx Teleconference Information

- Call Toll-Free: 1-844-992-4726
- Access Code: 2484 103 8018

Documents:

10-18 SPW Agenda.pdf

1. Approve Final Pay Estimate - Improvement 19-10 - NE Brainerd Resurfacing Project

Documents:

Imp 19-10 Final Pay App 5.pdf

2. Approve Letter Of Intent And Safe Routes To School Grant Application Submission - Harrison Elementary Oak Street Improvements

Documents:

Safe Routes to School Letter of Intent.pdf

3. Discussion On Downtown Snow Removal And Special Services District

Documents:

Downtown Special Services and Snow Removal.pdf

4. Discussion On Street Light Policy

Documents:

Discussion on Street Light Policy.pdf

5. Discussion Of Sober Homes Issue

Documents:

Discussion of Sober Homes Issue.pdf

7. Unfinished Business

- A. Resolution - Adopting Assessments - 2021 Nuisance Abatement And 2020/2021 Downtown Special Services District**

Documents:

Res - Adopt Assessment - DSSD and Nuisance.pdf

- B. Resolution - Adopting Assessments - Improvement 19-19 - NW 3rd Street And Jackson Street Reconstruction Project**

Documents:

Res - Adopting Assessment - Improvement 19-19.pdf

- C. Resolution - Adopting Assessments - Improvements 20-05 And 20-06 - Madison Street And SE Brainerd Construction Project**

Documents:

Res - Adopt Assessment - Imps 20-05 and 20-06.pdf

- D. 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 2027) - 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. **Dangerous Dog Hearing**

Documents:

[Dangerous Dog Info Redact.pdf](#)

B. **Adopt Resolution - Declaring Costs To Be Assessed, Ordering Preparation Of Proposed Assessment, And Ordering A Public Hearing On Proposed Assessment - Nuisance Abatements**

Documents:

[Res- Decl. Assessments Nuisance.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 Closed Session Per MN Statute 13D.03 Subd. 1b For Union Negotiation Strategy Session**

14. **Adjourn To City Council Workshop - Parking Commission Recommendations And Market Study Continued Discussion, October 25, 2021 At 6:00 P.m. In The City Council Chambers**

Personnel & Finance Committee will meet at 7:15 p.m.

WebEx Teleconference Call In Info:

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

Access Code:2493 085 9141

Safety & Public Works Committee will meet at 6:00 p.m.

WebEx Teleconference Call In Info:

Call Toll-Free: 844-992-4726

Access Code:2484 103 8018

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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DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 1/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 0011 - ACE HARDWARE:							
300728 68118	ACE HARDWARE FOAM SEALANT 237-3190-42220	10/04/2021 pziemer REPAIR & MAINT	10/20/2021	10.78 10.78	10.78	Open	N 10/20/2021
300713 68178	ACE HARDWARE DISH SOAP 225-2120-42220	10/01/2021 pziemer REPAIR & MAINT	10/20/2021	13.47 13.47	13.47	Open	N 10/20/2021
300868 68220	ACE HARDWARE WASP/HORNET KILLER 225-2220-42220	10/07/2021 pziemer REPAIR & MAINT	10/20/2021	6.29 6.29	6.29	Open	N 10/20/2021
Total for vendor 0011 - ACE HARDWARE:				30.54	30.54		
Vendor 2902 - ADVANCE AUTO PA:							
6574127880499 68089	ADVANCE AUTO PARTS MUD FLAPS 235-3125-42220	10/05/2021 pziemer REPAIR & MAINT	10/20/2021	203.56 203.56	203.56	Open	N 10/20/2021
6574127780462 68090	ADVANCE AUTO PARTS ROOT CUTTER HEAD SEALS 237-3190-42220	10/04/2021 pziemer REPAIR & MAINT	10/20/2021	29.72 29.72	29.72	Open	N 10/20/2021
Total for vendor 2902 - ADVANCE AUTO PA:				233.28	233.28		
Vendor 3901 - ALTUS:							
260018 68301	MOMENTUM TELECOM WEBEX SUBSCRIPTION 260-9020-43309	10/01/2021 pziemer COMPUTER SUPPORT	10/20/2021	22.34 22.34	22.34	Open	N 10/20/2021
Total for vendor 3901 - ALTUS:				22.34	22.34		
Vendor 2846 - AMERICAN WELDING:							
08086513 68117	AMERICAN WELDING-GAS INC WELDING GAS CYLINDER RENTAL 235-3100-42220	09/30/2021 pziemer REPAIR & MAINT	10/20/2021	57.93 57.93	57.93	Open	N 10/20/2021
08102359 68264	AMERICAN WELDING-GAS INC O2 CYLINDER SWAP 235-3100-42220	10/12/2021 pziemer REPAIR & MAINT	10/20/2021	67.48 67.48	67.48	Open	N 10/20/2021

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 2/44

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Total for vendor 2846 - AMERICAN WELDING:				125.41	125.41		
Vendor 0039 - AMERIPRIDE LINE:							
253000053155 68099	ARAMARK UNIFORM SERVICES RUGS AND OVERALLS 235-3100-43430	09/30/2021 pziemer	10/20/2021	103.19	103.19	Open	N 10/20/2021
	MISCELLANEOUS			103.19			
253000028876 68133	ARAMARK UNIFORM SERVICES RUGS AND OVERALLS 235-3100-43430	09/01/2021 pziemer	10/20/2021	68.16	68.16	Open	N 10/20/2021
	MISCELLANEOUS			68.16			
Total for vendor 0039 - AMERIPRIDE LINE:				171.35	171.35		
Vendor 3343 - ARROW MANAGEMEN:							
29427 68126	ARROW MANAGEMENT 602 9TH AVE NE MOWING ABATEMENT 101-2400-43405	09/30/2021 pziemer	10/20/2021	75.00	75.00	Open	N 10/20/2021
	NUISANCES			75.00			
Total for vendor 3343 - ARROW MANAGEMEN:				75.00	75.00		
Vendor 2740 - AT&T MOBILITY:							
X10032021/IT 68109	AT&T MOBILITY AT&T - ACCT 287292136423 8/26/21-9/26/21 101-1800-43321	09/25/2021 pziemer	10/20/2021	138.07	138.07	Open	N 10/20/2021
	TELEPHONE			138.07			
X10032021/ENG 68110	AT&T MOBILITY ACCT 287292136423 8/26/21-9/25/21 EN 101-1700-43321	09/25/2021 pziemer	10/20/2021	276.14	276.14	Open	N 10/20/2021
	TELEPHONE			276.14			
X10032021/CD 68111	AT&T MOBILITY ACCT 287292136423 8/26/21-9/25/21 C 101-2400-43321	09/25/2021 pziemer	10/20/2021	99.84	99.84	Open	N 10/20/2021
	TELEPHONE			99.84			
X10032021/STRTS 68112	AT&T MOBILITY ACCT 287292136423 8/26/21-9/25/21 S 235-3100-43321	09/25/2021 pziemer	10/20/2021	99.84	99.84	Open	N 10/20/2021
	TELEPHONE			99.84			
X10032021/TRANSIT 68113	AT&T MOBILITY ACCT 287292136423 8/26/21-9/25/21 T 203-9000-43321	09/25/2021 pziemer	10/20/2021	49.92	49.92	Open	N 10/20/2021
	TELEPHONE			49.92			

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Page: 3/44

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X10032021/ADM							
68114	AT&T MOBILITY	09/25/2021	10/20/2021	99.84	99.84	Open	N
	ACCT 287292136423 8/26/21-9/25/21 Al	pziemer					10/20/2021
	101-1940-43321 TELEPHONE			99.84			
X10032021/PKS							
68115	AT&T MOBILITY	09/25/2021	10/20/2021	179.35	179.35	Open	N
	ACCT 287292136423 8/26/21-9/25/21 P	pziemer					10/20/2021
	230-5200-43321 TELEPHONE			179.35			
X10032021/POLICE							
68179	AT&T MOBILITY	09/25/2021	10/20/2021	1,895.56	1,895.56	Open	N
	ACCT 287287520356	pziemer					10/20/2021
	225-2120-43309 COMPUTER TECHNICAL SUPPORT			688.14			
	225-2120-43321 TELEPHONE			1,207.42			
X10032021/ARPT							
68299	AT&T MOBILITY	09/25/2021	10/20/2021	58.91	58.91	Open	N
	ACCT 287291178494 ARFF EMERGENCY PHON	pziemer					10/20/2021
	260-9020-43321 TELEPHONE			58.91			
	Total for vendor 2740 - AT&T MOBILITY:			2,897.47	2,897.47		
Vendor 2838 - AXON ENTERPRISE:							
INUS019496							
68251	AXON ENTERPRISE, INC.	09/30/2021	10/20/2021	1,343.87	1,343.87	Open	N
	725BJ - INITIAL ISSUE	pziemer					10/20/2021
	225-2120-41113 UNIFORM ALLOWANCE			1,343.87			
	Total for vendor 2838 - AXON ENTERPRISE:			1,343.87	1,343.87		
Vendor 2948 - BILL'S GUN SHOP:							
118610							
68252	BILL'S GUN SHOP & RANGE	10/12/2021	10/20/2021	20.00	20.00	Open	N
	725BJ - RANGE TIME	pziemer					10/20/2021
	225-2120-43330 PROFESSIONAL DEVELOPMENT			20.00			
	Total for vendor 2948 - BILL'S GUN SHOP:			20.00	20.00		
Vendor 3966 - BLUE SKY TRANSIT:							
92021							
68249	BLUE SKY TRANSIT	09/30/2021	10/20/2021	95,187.18	95,187.18	Open	N
	SEPT 2021 3RD PARTY SERVICES	pziemer					10/20/2021
	203-9000-42212 MOTOR FUELS			4,607.21			
	203-9000-43401 VEHICLE REPAIRS			1,915.75			
	203-9000-43440 TRANSIT SERVICE CONTRACT PY			88,664.22			
	Total for vendor 3966 - BLUE SKY TRANSIT:			95,187.18	95,187.18		

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Page: 4/44

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Vendor 3120 - BOLTON & MENK:							
0276762 68237	BOLTON & MENK IMP 19-01 THROUGH 9/27/21 401-1901-43300	09/27/2021 pziemer	10/20/2021	1,155.00 1,155.00	1,155.00	Open	N 10/20/2021
	PROFESSIONAL SERVICES			1,155.00			
0276764 68238	BOLTON & MENK IMP 19-19 THRU 9/27/21 401-1919-43300	09/27/2021 pziemer	10/20/2021	90.00 90.00	90.00	Open	N 10/20/2021
	PROFESSIONAL SERVICES			90.00			
Total for vendor 3120 - BOLTON & MENK:				1,245.00	1,245.00		

Vendor 0065 - BOYER TRUCKS RO:

03P4088 68116	BOYER TRUCKS ROGERS CREDIT FOR INVOICE PAID 6/7/21 235-3100-42220	09/01/2021 pziemer	10/20/2021	(31.40) (31.40)	(31.40)	Open	N 10/20/2021
	REPAIR & MAINT			(31.40)			
003P11447 68175	BOYER TRUCKS ROGERS HYDRAULIC FITTINGS 235-3100-42220	10/06/2021 pziemer	10/20/2021	150.97 150.97	150.97	Open	N 10/20/2021
	REPAIR & MAINT			150.97			
Total for vendor 0065 - BOYER TRUCKS RO:				119.57	119.57		

Vendor 0077 - BRAINERD HYDRAU:

20724 68176	BRAINERD HYDRAULICS/AIR TRUCK WING CYLINDER 235-3125-42220	09/01/2021 pziemer	10/20/2021	395.72 395.72	395.72	Open	N 10/20/2021
	REPAIR & MAINT			395.72			
20115 68177	BRAINERD HYDRAULICS/AIR PLOW WING RELIEF 235-3125-42220	09/01/2021 pziemer	10/20/2021	550.96 550.96	550.96	Open	N 10/20/2021
	REPAIR & MAINT			550.96			
21821 68290	BRAINERD HYDRAULICS/AIR ARFF TRUCK HOSE PARTS 260-9020-42220	10/04/2021 pziemer	10/20/2021	58.23 58.23	58.23	Open	N 10/20/2021
	REPAIR & MAINT			58.23			
Total for vendor 0077 - BRAINERD HYDRAU:				1,004.91	1,004.91		

Vendor 2732 - BRAINERD LIBRAR:

9/29/21 68131	BRAINERD LIBRARY PETTY CASH REIMB PETTY CASH SRP ART SUPPLIES 211-5503-43430	09/29/2021 pziemer	10/20/2021	3.24 3.24	3.24	Open	N 10/20/2021
	MISC - USE OF HOLDEN TRUST			3.24			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	Total for vendor 2732 - BRAINERD LIBRAR:			3.24	3.24		
Vendor 0084 - BRAINERD PIPE S:							
6284 68215	BRAINERD PIPE SUPPLY PIPES 237-3190-42220	10/05/2021 pziemer	10/20/2021	129.13	129.13	Open	N 10/20/2021
	12 INCH CLAY TO PLASTIC FERNCO'S			129.13			
	Total for vendor 0084 - BRAINERD PIPE S:			129.13	129.13		
Vendor 0296 - BRAINERD PUBLIC:							
202109295013 68188	BRAINERD PUBLIC UTILITIES EMPLOYEE APPRECIATION LUNCHEON 278-6515-43430	09/29/2021 pziemer	10/20/2021	531.00	531.00	Open	N 10/20/2021
	MISCELLANEOUS			531.00			
10/11/21 68269	BRAINERD PUBLIC UTILITIES REMIT LOST THRU 10/11/21 251-9360-43467	10/13/2021 pziemer	10/20/2021	120,290.06	120,290.06	Open	N 10/20/2021
	REMIT LOCAL SALES TAX COLLECT			120,290.06			
	Total for vendor 0296 - BRAINERD PUBLIC:			120,821.06	120,821.06		
Vendor 3541 - BRAINERD ROTARY:							
11541 68074	BRAINERD ROTARY 4TH QTR 2021 - BERGMAN DUES 101-1400-43433	10/01/2021 pziemer	10/20/2021	160.00	160.00	Open	N 10/20/2021
	DUES & SUBSCRIPTIONS			160.00			
	Total for vendor 3541 - BRAINERD ROTARY:			160.00	160.00		
Vendor MISC - BRIAN DONOVAN:							
10/5/21 68291	BRIAN DONOVAN HANGAR 35 REFUND 260-0000-22000	10/05/2021 pziemer	10/20/2021	187.00	187.00	Open	N 10/20/2021
	HANGAR DEPOSITS			187.00			
	Total for vendor MISC - BRIAN DONOVAN:			187.00	187.00		
Vendor 0095 - BROCK WHITE CO:							
14898603-00 68217	BROCK WHITE CO LLC PD IMPOUND LOT SILT FENCE 235-3100-42220	09/01/2021 pziemer	10/20/2021	367.90	367.90	Open	N 10/20/2021
	REPAIR & MAINT			367.90			
	Total for vendor 0095 - BROCK WHITE CO:			367.90	367.90		
Vendor 2106 - BSN SPORTS, LLC:							

10/14/2021 01:55 PM

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Page: 6/44

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913866377 68274	BSN SPORTS, LLC GGP BASKETBALL NETS 230-5200-42220	09/23/2021 pziemer	10/20/2021	120.97	120.97	Open	N 10/20/2021
	REPAIR & MAINT			120.97			
	Total for vendor 2106 - BSN SPORTS, LLC:			120.97	120.97		

Vendor 3829 - BUSINESS WATCH INTERNATIONAL INC:

36380 68185	BUSINESS WATCH INTERNATIONAL INC APS COMPUTER SUPPORT 225-2120-43309	10/01/2021 pziemer	10/20/2021	500.00	500.00	Open	N 10/20/2021
	COMPUTER TECHNICAL SUPPORT			500.00			
	Total for vendor 3829 - BUSINESS WATCH INTERNATIONAL INC:			500.00	500.00		

Vendor 0102 - CANON FINANCIAL:

27512910 68280	CANON FINANCIAL SERVICE FD COPIER LEASE 10/20/21-11/19/21 225-2220-43331	10/12/2021 pziemer	10/20/2021	67.67	67.67	Open	N 10/20/2021
	LEASED PAYMENTS			67.67			
27512911 68281	CANON FINANCIAL SERVICE LIBRARY COPIER LEASE 10/20/21-11/19/21 211-5505-43430	10/12/2021 pziemer	10/20/2021	100.06	100.06	Open	N 10/20/2021
	MISC - COPY MACHINE PYMTS			100.06			
	Total for vendor 0102 - CANON FINANCIAL:			167.73	167.73		

Vendor 0447 - CDW GOVERNMENT,:

L317774 68127	CDW GOVERNMENT, INC 10/8/21-10/7/22 - ADOBE LICENSING - 101-1800-43309	09/27/2021 pziemer	10/20/2021	2,693.09	2,693.09	Open	N 10/20/2021
	COMPUTER SUPPORT			448.85			
	101-0000-15510			2,244.24			
	Total for vendor 0447 - CDW GOVERNMENT,:			2,693.09	2,693.09		

Vendor 3616 - CHANSKI, DAVID:

10/1/21 68190	CHANSKI, DAVID EDAM FALL CONFERENCE REIMBURSEMENTS 101-2400-43330	10/01/2021 pziemer	10/20/2021	760.21	760.21	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			760.21			
	Total for vendor 3616 - CHANSKI, DAVID:			760.21	760.21		

Vendor MISC - CHARLES SCOTT:

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 7/44

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10/5/21 68292	CHARLES SCOTT REFUND HANGAR 11 DEPOSIT 260-0000-22000	10/05/2021 pziemer	10/20/2021	121.00	121.00	Open	N 10/20/2021
	HANGAR DEPOSITS			121.00			
	Total for vendor MISC - CHARLES SCOTT:			121.00	121.00		
Vendor 1058 - COMMUNITY TRANS:							
74656/2022 68187	COMMUNITY TRANSPORTATION CTAA ANNUAL MEMBERSHIP - A.STONE 203-9000-43433	09/30/2021 pziemer	10/20/2021	750.00	750.00	Open	N 10/20/2021
	DUES & SUBSCRIPTIONS			750.00			
	Total for vendor 1058 - COMMUNITY TRANS:			750.00	750.00		
Vendor 0125 - CONSOLIDATED TE:							
20954692/IT 68240	CONSOLIDATED TELEPHONE CO PHONE/INTERNET 10/12-11/11/21 101-1800-43321	09/12/2021 pziemer	10/20/2021	983.98	983.98	Open	N 10/20/2021
	TELEPHONE			983.98			
20954692/ADM 68241	CONSOLIDATED TELEPHONE CO 10/12-11/11 PHONE INTERNET 101-1400-43321	10/12/2021 pziemer	10/12/2021	3.46	3.46	Open	N 10/20/2021
	TELEPHONE			3.46			
20954692/ENG 68242	CONSOLIDATED TELEPHONE CO 10/12-11/11 PHONE INTERNET 101-1700-43321	10/12/2021 pziemer	10/20/2021	57.85	57.85	Open	N 10/20/2021
	TELEPHONE			4.15			
	TELEPHONE			53.70			
20954692/COMDEV 68243	CONSOLIDATED TELEPHONE CO 10/12-11/11 PHONE INTERNET 101-2400-43321	10/12/2021 pziemer	10/20/2021	6.58	6.58	Open	N 10/20/2021
	TELEPHONE			6.58			
20954692/TRANSIT 68244	CONSOLIDATED TELEPHONE CO 10/12-11/11 PHONE INTERNET 203-9000-43321	10/12/2021 pziemer	10/20/2021	4.91	4.91	Open	N 10/20/2021
	TELEPHONE			4.91			
20954692/PD 68245	CONSOLIDATED TELEPHONE CO 10/12-11/11 PHONE INTERNET 225-2120-43321	10/12/2021 pziemer	10/20/2021	135.10	135.10	Open	N 10/20/2021
	TELEPHONE			116.35			
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		18.75			

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 8/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
20954692/FD 68246	CONSOLIDATED TELEPHONE CO 10/12-11/11 PHONE INTERNET 225-2220-43321	10/12/2021 pziemer	10/20/2021	68.75 68.75	68.75	Open	N 10/20/2021
20954692/STREETS 68247	CONSOLIDATED TELEPHONE CO 10/12-11/11 PHONE INTERNET 235-3100-43321	10/12/2021 pziemer	10/20/2021	23.19 23.19	23.19	Open	N 10/20/2021
20954692/PARKS 68248	CONSOLIDATED TELEPHONE CO 10/12-11/11 PHONE INTERNET 230-5200-43321	10/12/2021 pziemer	10/20/2021	49.35 49.35	49.35	Open	N 10/20/2021
20955149 68275	CONSOLIDATED TELEPHONE CO 10/12-11/11 CAMPGROUND WIFI/HOST TV 230-5280-43321	10/12/2021 pziemer	10/20/2021	117.20 117.20	117.20	Open	N 10/20/2021
20954485 68300	CONSOLIDATED TELEPHONE CO 10/12-11/11 AIRPORT INTERNET/PHONE 260-9020-43321	10/12/2021 pziemer	10/20/2021	613.99 613.99	613.99	Open	N 10/20/2021
Total for vendor 0125 - CONSOLIDATED TE:				2,064.36	2,064.36		

Vendor 0365 - CRESCENT ELECTR:

S509362772.001

68293	CRESCENT ELECTRIC SUPPLY HANGAR LED DRIVER 260-9020-42220	09/01/2021 pziemer	10/20/2021	293.33 293.33	293.33	Open	N 10/20/2021
				REPAIR & MAINT			

S509497460.001

68294	CRESCENT ELECTRIC SUPPLY JET BRIDGE I-LOCK 260-9020-42220	09/20/2021 pziemer	10/20/2021	235.75 235.75	235.75	Open	N 10/20/2021
				REPAIR & MAINT			

Total for vendor 0365 - CRESCENT ELECTR:

529.08 529.08

Vendor 0900 - CUB FOODS BRD:

TRX 219 -FD

68221	CUB FOODS - BRAINERD OPEN HOUSE SUPPLIES 225-2220-43430	10/07/2021 pziemer	10/20/2021	85.57 85.57	85.57	Open	N 10/20/2021
				MISCELLANEOUS			

TRX 209 - FD

68222	CUB FOODS - BRAINERD OPEN HOUSE SUPPLIES 225-2220-43430	10/07/2021 pziemer	10/20/2021	275.97 275.97	275.97	Open	N 10/20/2021
				MISCELLANEOUS			

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 9/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Total for vendor 0900 - CUB FOODS BRD:				361.54	361.54		
Vendor 0134 - CWC SANITARY LA:							
168433							
68189	CWC SANITARY LANDFILL	10/07/2021	10/20/2021	20.00	20.00	Open	N
	DOWNTOWN LANDSCAPING DISPOSAL	pziemer					10/20/2021
	401-1003-43430	MISCELLANEOUS		20.00			
Total for vendor 0134 - CWC SANITARY LA:				20.00	20.00		
Vendor 0135 - CWC TREASURER:							
4543							
68128	CWC TREASURER	10/01/2021	10/20/2021	8,050.00	8,050.00	Open	N
	OCTOBER 21 SHARED SERVICES	pziemer					10/20/2021
	101-9200-43300	PROFESSIONAL SERVICES		7,425.00			
	211-5500-42220	REPAIR & MAINT		625.00			
4573/CH							
68265	CWC TREASURER	10/13/2021	10/20/2021	2,736.73	2,736.73	Open	N
	3RD QTR REIMB EXPENSE CITY HALL	pziemer					10/20/2021
	101-1940-42220	REPAIR & MAINT		2,736.73			
4573/FD							
68266	CWC TREASURER	10/13/2021	10/20/2021	1,820.13	1,820.13	Open	N
	3RD QTR 2021 REIMB EXPENSE FIRE DEPT	pziemer					10/20/2021
	225-2220-42221	R&M BUILDING		1,820.13			
4573/PD							
68267	CWC TREASURER	10/13/2021	10/20/2021	851.83	851.83	Open	N
	3RD QTR 2021 REIMB EXPENSE POLICE DEPT	pziemer					10/20/2021
	225-2120-42220	REPAIR & MAINT		851.83			
4573/LIB							
68268	CWC TREASURER	10/13/2021	10/20/2021	867.50	867.50	Open	N
	3RD QTR 2021 REIMB EXPENSE - LIBRARY	pziemer					10/20/2021
	211-5500-42220	REPAIR & MAINT		867.50			
Total for vendor 0135 - CWC TREASURER:				14,326.19	14,326.19		
Vendor 3438 - D - D BEVERAGE, :							
1432829							
68216	D - D BEVERAGE, LLC	09/01/2021	10/20/2021	34.00	34.00	Open	N
	VAC TRUCK SANITIZER	pziemer					10/20/2021
	237-3190-42220	REPAIR & MAINT		34.00			
1473794							
68223	D - D BEVERAGE, LLC	10/06/2021	10/20/2021	79.55	79.55	Open	N
	OPEN HOUSE SUPPLIES	pziemer					10/20/2021
	225-2220-43430	MISCELLANEOUS		79.55			

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 10/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1474614 68224	D - D BEVERAGE, LLC OPEN HOUSE SUPPLIES 225-2220-43430	10/07/2021 pziemer	10/20/2021	18.60 18.60	18.60	Open	N 10/20/2021
1467908 68276	D - D BEVERAGE, LLC MMP SOAP & TP DISPENSERS 230-5200-42220	09/24/2021 pziemer	10/20/2021	101.20 101.20	101.20	Open	N 10/20/2021
1470194 68277	D - D BEVERAGE, LLC SOAP DISPENSER 230-5200-42220	09/29/2021 pziemer	10/20/2021	18.00 18.00	18.00	Open	N 10/20/2021
	Total for vendor 3438 - D - D BEVERAGE,:			251.35	251.35		
Vendor 1381 - DECHANTAL EXCAV:							
2021-02 PAY REQ 5 68236	DECHANTAL EXCAVATING LLC IMP 20:05 & 20:06 PAY REQ 5 401-9030-45530-20:05 401-9030-45530-20:06	10/09/2021 pziemer	10/20/2021	455,418.90 52,828.94 402,589.96	455,418.90	Open	N 10/20/2021
	Total for vendor 1381 - DECHANTAL EXCAV:			455,418.90	455,418.90		
Vendor 3574 - ESO:							
ESO-62203 68226	ESO SOLUTIONS, INC. STATION CHECK 225-2220-43309	10/02/2021 pziemer	10/20/2021	1,500.00 1,500.00	1,500.00	Open	N 10/20/2021
	Total for vendor 3574 - ESO:			1,500.00	1,500.00		
Vendor 0170 - FASTENAL COMPAN:							
MNBAX248924 68096	FASTENAL COMPANY SQUARE AND ROUND NOSE SHOVELS 238-3160-42220	09/29/2021 pziemer	10/20/2021	30.22 30.22	30.22	Open	N 10/20/2021
	Total for vendor 0170 - FASTENAL COMPAN:			30.22	30.22		
Vendor 3865 - FIRST ARRIVING LLC:							
3211 68225	FIRST ARRIVING LLC DIGITAL DASHBOARD LICENSE RENEWAL 225-0000-15510	10/06/2021 pziemer	10/20/2021	838.80 838.80	838.80	Open	N 10/20/2021
	Total for vendor 3865 - FIRST ARRIVING LLC:			838.80	838.80		

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 0071 - FORUM COMMUNICA:							
2277061/ENG 68270	FORUM COMMUNICATIONS COMPANY SEPT 2021 LEGAL NOTICES 401-1003-43350 401-9030-43350-20:05 401-9030-43350-20:06 101-2400-43350 401-1919-43350	09/30/2021 pziemer LEGAL PUBLICATIONS LEGAL PUBLICATIONS LEGAL PUBLICATIONS PRINTING/LEGAL PUBLICATION LEGAL PUBLICATIONS	10/20/2021	775.68 145.44 109.08 109.08 218.16 193.92	775.68	Open	N 10/20/2021
2277061/TRANSIT 68271	FORUM COMMUNICATIONS COMPANY SEPT 21 TAC MEETING NOTICE 203-9000-43350	09/30/2021 pziemer PRINTING/LEGAL PUBLICATION	10/20/2021	24.24 24.24	24.24	Open	N 10/20/2021
2277061/ADM 68272	FORUM COMMUNICATIONS COMPANY SEPT 2021 LEGAL NOTICES - SESQUECENT 101-9200-43438 101-9200-43350 101-9200-43438	09/30/2021 pziemer MISC SPECIAL PROJECTS LEGAL PUBLICATIONS MISC SPECIAL PROJECTS	10/20/2021	1,843.88 750.00 593.88 500.00	1,843.88	Open	N 10/20/2021
Total for vendor 0071 - FORUM COMMUNICA:				2,643.80	2,643.80		
Vendor 3973 - FUSION LEARNING PARTNERS:							
2021 BRAINERD 68102	FUSION LEARNING PARTNERS IT CONFERENCE REGISTRATION 2021 101-1800-43330	10/04/2021 pziemer PROFESSIONAL DEVELOPMENT	10/20/2021	600.00 600.00	600.00	Open	N 10/20/2021
Total for vendor 3973 - FUSION LEARNING PARTNERS:				600.00	600.00		
Vendor 0186 - GALLS LLC:							
019391518 68180	GALLS LLC 02 CYLINDER 225-2120-42210	09/28/2021 pziemer OPERATING SUPPLIES	10/20/2021	77.15 77.15	77.15	Open	N 10/20/2021
019317703 68253	GALLS LLC 714 UNIFORM NAMETAGS 225-2120-41113	09/17/2021 pziemer UNIFORM ALLOWANCE	10/20/2021	39.95 39.95	39.95	Open	N 10/20/2021
019411472 68254	GALLS LLC CPR MASKS 225-2120-42210	09/30/2021 pziemer OPERATING SUPPLIES	10/20/2021	23.27 23.27	23.27	Open	N 10/20/2021
Total for vendor 0186 - GALLS LLC:				140.37	140.37		

10/14/2021 01:55 PM

User: pziemer

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 12/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 0200 - HEARTLAND ANIMA:							
SEPT 21 68214	HEARTLAND ANIMAL RESCUE	09/30/2021	10/20/2021	2,852.00	2,852.00	Open	N 10/20/2021
	SEPT 21 ANIMAL BOARDING/ADMIN FEE	pziemer					
	225-2700-43430	MISCELLANEOUS		1,040.00			
	225-2700-43300	PROFESSIONAL SERVICES		1,812.00			
	Total for vendor 0200 - HEARTLAND ANIMA:			2,852.00	2,852.00		
Vendor 0203 - HOLDEN ELECTRIC:							
64298 68227	HOLDEN ELECTRIC	09/30/2021	10/20/2021	169.05	169.05	Open	N 10/20/2021
	INSTALL CIVIL DEFENSE SIRE	pziemer					
	400-9050-45500	CAPITAL OUTLAY		169.05			
	Total for vendor 0203 - HOLDEN ELECTRIC:			169.05	169.05		
Vendor 3636 - HRGREEN:							
147061 68093	HRGREEN	10/01/2021	10/20/2021	6,274.25	6,274.25	Open	N 10/20/2021
	IMP 21-15 PROF. SVCS	pziemer					
	401-9030-43300-21:15	PROFESSIONAL SERVICES		6,274.25			
	Total for vendor 3636 - HRGREEN:			6,274.25	6,274.25		
Vendor 3202 - INNOVATIVE OFFI:							
IN3505803 68228	INNOVATIVE OFFICE SOLUTIONS LLC	10/01/2021	10/20/2021	68.64	68.64	Open	N 10/20/2021
	TONER	pziemer					
	225-2220-42200	OFFICE SUPPLIES		68.64			
	Total for vendor 3202 - INNOVATIVE OFFI:			68.64	68.64		
Vendor 3976 - JAMES D. FESKE:							
5343 68233	TRANSIT ADVERTISING SERVICES	09/30/2021	10/20/2021	197.50	197.50	Open	N 10/20/2021
	OCT 21 ADVERTISING	pziemer					
	225-2220-43350	PRINTING/LEGAL PUBLICATION		197.50			
	Total for vendor 3976 - JAMES D. FESKE:			197.50	197.50		
Vendor MISC - JOHN PUTNAM:							
10/5/21 68295	JOHN PUTNAM	10/05/2021	10/20/2021	187.00	187.00	Open	N 10/20/2021
	REFUND HANGAR 38 DEPOSIT	pziemer					
	260-0000-22000	HANGAR DEPOSITS		187.00			
	Total for vendor MISC - JOHN PUTNAM:			187.00	187.00		

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 13/44

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 2396 - KNIFE RIVER:							
19-10 PAY REQ 5							
68219	KNIFE RIVER	10/08/2021	10/20/2021	84,474.80	84,474.80	Open	N
	2020 NE BRD RESURFACING - FINAL	pziemer					10/20/2021
	401-1910-45530	PAYMENTS TO CONTRACTORS		84,474.80			
	Total for vendor 2396 - KNIFE RIVER:			84,474.80	84,474.80		
Vendor 0227 - LAKES PRINTING:							
00206271							
68191	LAKES PRINTING	10/01/2021	10/20/2021	750.00	750.00	Open	N
	SESQUICENTENNIAL PRINTED MATERIALS	pziemer					10/20/2021
	101-9200-43438	MISC SPECIAL PROJECTS		750.00			
	Total for vendor 0227 - LAKES PRINTING:			750.00	750.00		
Vendor 0232 - LMCIT-BERKLEY:							
40001339/3RD 2021							
68134	LEAGUE MN CITIES INS TRUS	10/01/2021	10/20/2021	53,036.00	53,036.00	Open	N
	3/1/21-3/1/22 PROPERTY/LIABILITY -3R	pziemer					10/20/2021
	101-1400-43361	INS - GENERAL LIABILITY		355.25			
	101-1700-43361	3/19-3/20 FINAL PYMNT		209.50			
	101-1700-43363	3/19-3/20 FINAL PYMNT		154.50			
	101-1800-43361	3/19-3/20 FINAL PYMNT		137.75			
	101-1940-43361	3/19-3/20 FINAL PYMNT		12.00			
	101-2400-43361	3/19-3/20 FINAL PYMNT		262.00			
	101-2400-43363	3/19-3/20 FINAL PYMNT		274.50			
	101-9200-43361	3/19-3/20 FINAL PYMNT		2,671.50			
	101-9200-43362	3/19-3/20 FINAL PYMNT		1,808.25			
	101-9200-43363	3/19-3/20 FINAL PYMNT		132.00			
	101-9200-43365	3/19-3/20 FINAL PYMNT		700.25			
	203-9000-43361	3/19-3/20 FINAL PYMNT		295.75			
	203-9000-43363	3/19-3/20 FINAL PYMNT		5,574.50			
	203-9000-43365	3/19-3/20 FINAL PYMNT		61.75			
	225-2120-43361	3/19-3/20 FINAL PYMNT		12,467.25			
	225-2120-43362	3/19-3/20 FINAL PYMNT		421.75			
	225-2120-43363	3/19-3/20 FINAL PYMNT		6,212.25			
	225-2120-43365	3/19-3/20 FINAL PYMNT		226.25			
	225-2220-43361	3/19-3/20 FINAL PYMNT		319.50			
	225-2220-43362	3/19-3/20 FINAL PYMNT		613.25			
	225-2220-43363	3/19-3/20 FINAL PYMNT		1,044.00			
	225-2220-43365	3/19-3/20 FINAL PYMNT		174.75			
	235-3100-43361	3/19-3/20 FINAL PYMNT		2,452.25			
	235-3100-43362	3/19-3/20 FINAL PYMNT		849.00			
	235-3100-43363	3/19-3/20 FINAL PYMNT		979.50			
	235-3100-43365	3/19-3/20 FINAL PYMNT		640.25			
	230-5200-43361	3/19-3/20 FINAL PYMNT		600.25			

10/14/2021 01:55 PM

User: pziemer

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 14/44

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	230-5200-43362	3/19-3/20 FINAL PYMNT		8,792.50			
	230-5200-43363	3/19-3/20 FINAL PYMNT		574.75			
	230-5200-43365	3/19-3/20 FINAL PYMNT		243.75			
	211-5500-43361	3/19-3/20 FINAL PYMNT		22.50			
	211-5500-43362	3/19-3/20 FINAL PYMNT		1,373.25			
	211-5500-43365	3/19-3/20 FINAL PYMNT		123.25			
	237-3190-43361	3/19-3/20 FINAL PYMNT		700.75			
	237-3190-43362	3/19-3/20 FINAL PYMNT		242.50			
	237-3190-43363	3/19-3/20 FINAL PYMNT		279.75			
	237-3190-43365	3/19-3/20 FINAL PYMNT		183.00			
	238-3160-43361	3/19-3/20 FINAL PYMNT		350.25			
	238-3160-43362	3/19-3/20 FINAL PYMNT		121.25			
	238-3160-43363	3/19-3/20 FINAL PYMNT		140.00			
	238-3160-43365	3/19-3/20 FINAL PYMNT		91.50			
	295-6510-43361	3/19-3/20 FINAL PYMNT		22.25			
	260-9020-43365	3/19-3/20 FINAL PYMNT		125.00			
Total for vendor 0232 - LMCIT-BERKLEY:				53,036.00	53,036.00		

Vendor 0434 - LUNDBERG PLUMBI:

19189							
68296	LUNDBERG PLUMBING & HEATI	09/30/2021	10/20/2021	1,440.50	1,440.50	Open	N
	BOILER WORK FINAL BILLING	pziemer					10/20/2021
	260-9020-43300	PROFESSIONAL SERVICES		332.50			
	260-9020-42220	REPAIR & MAINT		1,108.00			
Total for vendor 0434 - LUNDBERG PLUMBI:				1,440.50	1,440.50		

Vendor 0239 - MACQUEEN EQUIPM:

P36467							
68120	MACQUEEN EQUIPMENT INC	09/01/2021	10/20/2021	49.89	49.89	Open	N
	FELT SEAL RING	pziemer					10/20/2021
	235-3100-42220	SWEEPER FELT SEAL RING		49.89			
Total for vendor 0239 - MACQUEEN EQUIPM:				49.89	49.89		

Vendor 1753 - MARCO:

INV9216449							
68310	MARCO	10/08/2021	10/20/2021	5,600.00	5,600.00	Open	N
	CISCO DUO SECURITY SUBSCRIPTION	pziemer					10/20/2021
	101-1800-43309	COMPUTER SUPPORT		5,600.00			
Total for vendor 1753 - MARCO:				5,600.00	5,600.00		

Vendor 1384 - MARTIN-MCALLIST:

14169							
68181	MARTIN-MCALLISTER	09/30/2021	10/20/2021	550.00	550.00	Open	N
	POLICE ASSESSMENT POTENTIAL HIRE	pziemer					10/20/2021

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 15/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	225-2120-43300	PROFESSIONAL SERVICES		550.00			
	Total for vendor 1384 - MARTIN-MCALLIST:			550.00	550.00		
Vendor 0889 - MENARDS - BAXTE:							
61645 68278	MENARDS - BAXTER BRUSH/POLYCRYLIC 230-5200-42220	09/21/2021 pziemer	10/20/2021	61.96	61.96	Open	N 10/20/2021
	REPAIR & MAINT			61.96			
	Total for vendor 0889 - MENARDS - BAXTE:			61.96	61.96		
Vendor 3175 - MIDWEST SECURIT:							
21541 68094	MIDWEST SECURITY AND FIRE INC DOOR FOBS - HID PROXIMITY QTY 40 101-1800-42210	09/29/2021 pziemer	10/20/2021	330.00	330.00	Open	N 10/20/2021
	OPERATING SUPPLIES			330.00			
	Total for vendor 3175 - MIDWEST SECURIT:			330.00	330.00		
Vendor 0260 - MN BUREAU OF CR:							
00000673891 68230	MN BUREAU OF CRIM APPREHENSION CJDN CONNECT 3RD QTR 2021 225-2120-43321	09/30/2021 pziemer	10/20/2021	390.00	390.00	Open	N 10/20/2021
	TELEPHONE			390.00			
	Total for vendor 0260 - MN BUREAU OF CR:			390.00	390.00		
Vendor 0270 - MN DEPT LABOR &:							
3RD QTR 2021 68092	MN DEPT LABOR & INDUSTRY SEPTEMBER0350152021 3RD QTR SURCHARGE 101-0000-21800	09/30/2021 pziemer	10/20/2021	1,428.01	1,428.01	Open	N 10/20/2021
	SURCHARGE PAYABLE TO STATE			1,428.01			
	Total for vendor 0270 - MN DEPT LABOR &:			1,428.01	1,428.01		
Vendor 1021 - MOTOROLA:							
8281251791 68231	MOTOROLA SQD 401 & 405 NEW SQUAD BUILD 400-9050-45530	09/23/2021 pziemer	10/20/2021	9,422.00	9,422.00	Open	N 10/20/2021
	CAPITAL - OTHER			9,422.00			
	Total for vendor 1021 - MOTOROLA:			9,422.00	9,422.00		
Vendor 3168 - MOTORS-N-MORE:							
28689 68182	MOTORS-N-MORE SQD 429 BRAKES	09/29/2021 pziemer	10/20/2021	549.55	549.55	Open	N 10/20/2021

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 16/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		549.55			
28699 68183	MOTORS-N-MORE SQD 428 A/C REPAIR 225-2120-42221	10/05/2021 pziemer	10/20/2021	375.28	375.28	Open	N 10/20/2021
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		375.28			
28709 68232	MOTORS-N-MORE SQD 430 - COOLANT LEAK 225-2120-42221	10/07/2021 pziemer	10/20/2021	40.00	40.00	Open	N 10/20/2021
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		40.00			
28710 68255	MOTORS-N-MORE SQD 431 RADIATOR LEAK 225-2120-42221	10/08/2021 pziemer	10/20/2021	44.00	44.00	Open	N 10/20/2021
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		44.00			
28714 68256	MOTORS-N-MORE SQD 427 OIL CHANGE 225-2120-42221	10/11/2021 pziemer	10/20/2021	23.00	23.00	Open	N 10/20/2021
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		23.00			
Total for vendor 3168 - MOTORS-N-MORE:				1,031.83	1,031.83		

Vendor 3978 - MPR:

13155-00017-0000

68302	MINNESOTA PUBLIC RADIO SESQUECENTNNIAL ADVERTISING 101-9200-43438	09/26/2021 pziemer	10/20/2021	500.00	500.00	Open	N 10/20/2021
		MISC SPECIAL PROJECTS		500.00			
Total for vendor 3978 - MPR:				500.00	500.00		

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

213990

68091	M-R SIGN CO., INC. DOWNTOWN SIGN RETURN & REFUND 235-3170-42220	09/28/2021 pziemer	10/20/2021	(1,939.84)	(1,939.84)	Open	N 10/20/2021
		REPAIR & MAINT		(1,939.84)			
Total for vendor 1449 - M-R SIGN CO., I:				(1,939.84)	(1,939.84)		

Vendor 0798 - MR TIRE:

27009

68279	MR TIRE MOWER TIRE 230-5200-42220	09/24/2021 pziemer	10/20/2021	37.38	37.38	Open	N 10/20/2021
		REPAIR & MAINT		37.38			
Total for vendor 0798 - MR TIRE:				37.38	37.38		

Vendor 0656 - MYERS, RONALD:

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 17/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
9/24/21 68184	MYERS, RONALD MYERS - FIREARMS TRAINING 9/20-9/24 225-2120-43330	09/24/2021 pziemer	10/20/2021	339.27 339.27	339.27	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			339.27			
	Total for vendor 0656 - MYERS, RONALD:			339.27	339.27		
Vendor 0273 - NAPA AUTO PARTS:							
450728 68234	NAPA AUTO PARTS NITRILE GLOVES 237-3190-42220	10/11/2021 pziemer	10/20/2021	117.45	117.45	Open	N 10/20/2021
	REPAIR & MAINT			117.45			
450743 68239	NAPA AUTO PARTS DEF 225-2220-42210	10/11/2021 pziemer	10/20/2021	59.94	59.94	Open	N 10/20/2021
	OPERATING SUPPLIES			59.94			
	Total for vendor 0273 - NAPA AUTO PARTS:			177.39	177.39		
Vendor 2062 - NARDINI FIRE EQ:							
IV00184421 68229	NARDINI FIRE EQUIPMENT CO INC FIRE ALARM REPAIR 225-2220-42220	09/23/2021 pziemer	10/20/2021	219.00	219.00	Open	N 10/20/2021
	REPAIR & MAINT			219.00			
	Total for vendor 2062 - NARDINI FIRE EQ:			219.00	219.00		
Vendor 1965 - NORTH CENTRAL B:							
95035 68124	NORTH CENTRAL BUS SALES BUS 171 REPAIRS 203-9000-43401	09/24/2021 pziemer	10/20/2021	271.57	271.57	Open	N 10/20/2021
	VEHICLE REPAIRS			271.57			
95034 68125	NORTH CENTRAL BUS SALES BUS 191 REPAIRS 203-9000-43401	09/24/2021 pziemer	10/20/2021	352.14	352.14	Open	N 10/20/2021
	VEHICLE REPAIRS			352.14			
	Total for vendor 1965 - NORTH CENTRAL B:			623.71	623.71		
Vendor 0284 - OFFICE SHOP:							
318264-0 68122	OFFICE SHOP LIBRARY COPIER CONTRACT 211-5505-43430	09/27/2021 pziemer	10/20/2021	142.10	142.10	Open	N 10/20/2021
	MISC - COPY MACHINE PYMTS			142.10			

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 18/44

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
318244-0 68123	OFFICE SHOP FD COPIER CONTRACT 225-2220-43331	09/27/2021 pziemer	10/20/2021	65.15	65.15	Open	N 10/20/2021
	LEASED PAYMENTS			65.15			
1102301-0 68132	OFFICE SHOP CITY HALL OFFICE SUPPLIES 101-1940-42200	10/01/2021 pziemer	10/20/2021	198.24	198.24	Open	N 10/20/2021
	OFFICE SUPPLIES			198.24			
1102301-1-STREETS 68210	OFFICE SHOP STREETS OFFICE SUPPLIES 235-3100-42200	10/06/2021 pziemer	10/20/2021	34.69	34.69	Open	N 10/20/2021
	OFFICE SUPPLIES			34.69			
1102301-1/ADMIN 68211	OFFICE SHOP CITY HALL OFFICE SUPPLIES 101-1940-42200	10/06/2021 pziemer	10/20/2021	56.25	56.25	Open	N 10/20/2021
	OFFICE SUPPLIES			56.25			
Total for vendor 0284 - OFFICE SHOP:				496.43	496.43		

Vendor 1434 - PALCHER, JOHN:

9/30/2021 68257	PALCHER, JOHN 712 BACKGROUND INVESTIGATION TRAINING 225-2120-43330	09/30/2021 pziemer	10/20/2021	38.86	38.86	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			38.86			
Total for vendor 1434 - PALCHER, JOHN:				38.86	38.86		

Vendor 2588 - PARTYTIME RENTA:

10718-2 68212	PARTYTIME RENTAL LADDER GOLF DELIVERY/SET UP 101-9200-43438	09/28/2021 pziemer	10/20/2021	60.00	60.00	Open	N 10/20/2021
	MISC SPECIAL PROJECTS			60.00			
Total for vendor 2588 - PARTYTIME RENTA:				60.00	60.00		

Vendor MISC - RADEN, LINDA & JEROME:

BFG20-0017 -2 68289	RADEN, LINDA & JEROME BD Bond Refund 101-0000-20600	10/13/2021 pziemer	10/20/2021	400.00	400.00	Open	N 10/20/2021
	DEPOSITS PAYABLE			400.00			
Total for vendor MISC - RADEN, LINDA & JEROME:				400.00	400.00		

Vendor 1238 - ROCKMOUNT :

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 19/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1265102 68121	ROCKMOUNT RESEARCH & ALLOYS POLARIS MIG 235-3125-42220	09/23/2021 pziemer	10/20/2021	347.12 347.12	347.12	Open	N 10/20/2021
	HIGH TINSEL WELDING WIRE			347.12			
	Total for vendor 1238 - ROCKMOUNT :			347.12	347.12		
Vendor 3768 - SADUSKY RENOVATIONS:							
33 68218	SADUSKY RENOVATIONS 9/16/21-9/29/21 INSPECTION SERVICES 101-2400-43300	10/07/2021 pziemer	10/20/2021	750.50 750.50	750.50	Open	N 10/20/2021
	PROFESSIONAL SERVICES			750.50			
	Total for vendor 3768 - SADUSKY RENOVATIONS:			750.50	750.50		
Vendor 0317 - SHORT ELLIOTT :							
411660 68088	SHORT ELLIOTT HENDRICKSON IMP 20-07 PROFESSIONAL SERVICES 401-9030-43300-20:07	09/24/2021 pziemer	10/20/2021	4,112.50 4,112.50	4,112.50	Open	N 10/20/2021
	PROFESSIONAL SERVICES			4,112.50			
	Total for vendor 0317 - SHORT ELLIOTT :			4,112.50	4,112.50		
Vendor MISC - STEVE ZWINGER:							
10/5/21 68297	STEVE ZWINGER REFUND HANGAR 65 DEPOSIT/RENT/ESCROW 260-0000-22000 260-0000-36229 260-0000-36234	10/05/2021 pziemer	10/20/2021	582.00 194.00 378.00 10.00	582.00	Open	N 10/20/2021
	HANGAR DEPOSITS			194.00			
	HANGAR RENTALS			378.00			
	HANGAR RENT ESCROW			10.00			
	Total for vendor MISC - STEVE ZWINGER:			582.00	582.00		
Vendor 0322 - STREICHERS PROF:							
I1527191 68186	STREICHERS PROF EQUIP 714 UNIFORM PANTS 225-2120-41113	09/30/2021 pziemer	10/20/2021	134.98 134.98	134.98	Open	N 10/20/2021
	UNIFORM ALLOWANCE			134.98			
I1526768 68258	STREICHERS PROF EQUIP 703 UNIFORM SHIRT 225-2120-41113	09/28/2021 pziemer	10/20/2021	79.97 79.97	79.97	Open	N 10/20/2021
	UNIFORM ALLOWANCE			79.97			
I1527980 68259	STREICHERS PROF EQUIP 725BJ INITIAL ISSUE 225-2120-41113	10/05/2021 pziemer	10/20/2021	1,016.79 1,016.79	1,016.79	Open	N 10/20/2021
	UNIFORM ALLOWANCE			1,016.79			

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 20/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
I1528157 68260	STREICHERS PROF EQUIP 725BJ INITITAL ISSUE 225-2120-41113	10/06/2021 pziemer	10/20/2021	150.00	150.00	Open	N 10/20/2021
	UNIFORM ALLOWANCE			150.00			
I1528373 68261	STREICHERS PROF EQUIP 725BJ INITITAL ISSUE 225-2120-41113	10/07/2021 pziemer	10/20/2021	23.98	23.98	Open	N 10/20/2021
	UNIFORM ALLOWANCE			23.98			
Total for vendor 0322 - STREICHERS PROF:				1,405.72	1,405.72		

Vendor MISC - TODD SLAWSON:

10/5/21 68298	TODD SLAWSON REFUND HANGARS 37/39 DEPOSITS 260-0000-22000 260-0000-36229	10/05/2021 pziemer	10/20/2021	561.00	561.00	Open	N 10/20/2021
	HANGAR DEPOSITS			374.00			
	HANGAR RENTALS			187.00			
Total for vendor MISC - TODD SLAWSON:				561.00	561.00		

Vendor 3155 - TREAS, FIRE REL:

2021 STATE AID 68095	TREAS, FIRE RELIEF ASSOC 2021 STATE AID REMITTANCE 225-2225-43473	09/28/2021 pziemer	10/20/2021	218,124.94	218,124.94	Open	N 10/20/2021
	REMIT STATE FIRE AID			218,124.94			
Total for vendor 3155 - TREAS, FIRE REL:				218,124.94	218,124.94		

Vendor 0334 - U.S. BANK:

6275829 68235	U.S. BANK GO IMP BONDS 2021A 401-0000-14100 401-9030-43300-20:05 401-9030-43300-20:06 401-1919-43300	10/05/2021 pziemer	10/20/2021	850.00	850.00	Open	N 10/20/2021
	DUE FROM COMPONENT UNIT			646.00			
	PROFESSIONAL SERVICES			40.80			
	PROFESSIONAL SERVICES			153.00			
	PROFESSIONAL SERVICES			10.20			
Total for vendor 0334 - U.S. BANK:				850.00	850.00		

Vendor 2924 - VERIZON WIRELES:

9889085965/ADM 68129	VERIZON WIRELESS 8/24/21-9/23/21 ADMIN CELL 101-1400-43321	09/23/2021 pziemer	10/20/2021	46.44	46.44	Open	N 10/20/2021
	TELEPHONE			46.44			

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 21/44

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
9889085965/PARKS							
68130	VERIZON WIRELESS	09/23/2021	10/20/2021	86.45	86.45	Open	N
	8/24/21-9/23/21 PARKS DEPT PHONES	pziemer					10/20/2021
	230-5200-43321	TELEPHONE		86.45			
	Total for vendor 2924 - VERIZON WIRELES:			132.89	132.89		
Vendor 0349 - W W THOMPSON CO:							
2110-947831							
68100	W W THOMPSON CONCRETE	10/01/2021	10/20/2021	42.00	42.00	Open	N
	UNDERGROUND UTILITY MORTAR	pziemer					10/20/2021
	238-3160-42220	REPAIR & MAINT		42.00			
2109-946006							
68101	W W THOMPSON CONCRETE	09/29/2021	10/20/2021	42.00	42.00	Open	N
	UNDERGROUND MORTAR MIX 9-29-21	pziemer					10/20/2021
	238-3160-42220	REPAIR & MAINT		42.00			
	Total for vendor 0349 - W W THOMPSON CO:			84.00	84.00		
Vendor 0344 - WASTE PARTNERS:							
19X02105							
68103	WASTE PARTNERS INC	09/30/2021	10/20/2021	58.50	58.50	Open	N
	SEPT 21 WASTE OIL REMOVAL	pziemer					10/20/2021
	227-3230-43428	USED OIL RECYCLING EXPENSE		58.50			
19X02100							
68104	WASTE PARTNERS INC	09/30/2021	10/20/2021	87.75	87.75	Open	N
	SEPT 21 STREETS WASTE REMOVAL	pziemer					10/20/2021
	235-3100-43380	UTILITIES		87.75			
19X02104							
68105	WASTE PARTNERS INC	09/30/2021	10/20/2021	124.45	124.45	Open	N
	SEPT 21 POLICE DEPT WASTE REMOVAL	pziemer					10/20/2021
	225-2120-43380	UTILITIES		124.45			
19X02101							
68106	WASTE PARTNERS INC	09/30/2021	10/20/2021	93.60	93.60	Open	N
	SEPT 21 FIRE DEPT WASTE REMOVAL	pziemer					10/20/2021
	225-2220-43380	UTILITIES		93.60			
19X02103							
68107	WASTE PARTNERS INC	09/30/2021	10/20/2021	243.36	243.36	Open	N
	SEPT 21 DOWNTOWN WASTE REMOVAL	pziemer					10/20/2021
	401-1003-43300	PROFESSIONAL SERVICES		243.36			
19X02102							
68108	WASTE PARTNERS INC	09/30/2021	10/20/2021	98.50	98.50	Open	N
	SEPT 21 CITY HALL WASTE REMOVAL	pziemer					10/20/2021
	101-1940-43380	UTILITIES		98.50			

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 22/44

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
19X02099							
68262	WASTE PARTNERS INC SEPT 21 PARKS WASTE REMOVAL 230-5200-43380	09/30/2021 pziemer	10/20/2021	778.05	778.05	Open	N 10/20/2021
	UTILITIES			778.05			
	Total for vendor 0344 - WASTE PARTNERS:			1,484.21	1,484.21		
Vendor 2097 - WATCHGUARD VIDE:							
CMINV0001770							
68263	WATCHGUARD VIDEO EVIDENCE LIBRARY STORAGE 224-2150-42210	09/01/2021 pziemer	10/20/2021	478.08	478.08	Open	N 10/20/2021
	OPERATING SUPPLIES			478.08			
	Total for vendor 2097 - WATCHGUARD VIDE:			478.08	478.08		
Vendor 3199 - WEX BANK:							
74568918/ADMIN							
68282	WEX BANK SEPT 2021 ADMIN FUEL 101-1940-42212	09/30/2021 pziemer	10/20/2021	35.01	35.01	Open	N 10/20/2021
	MOTOR FUELS			35.01			
74568918/COM DEV							
68283	WEX BANK SEPT 2021 COM DEV FUEL 101-2400-42212	09/30/2021 pziemer	10/20/2021	247.47	247.47	Open	N 10/20/2021
	MOTOR FUELS			247.47			
74568918/PARKS							
68284	WEX BANK SEPT 2021 PARKS DEPT FUEL 230-5200-42212	09/30/2021 pziemer	10/20/2021	1,359.09	1,359.09	Open	N 10/20/2021
	MOTOR FUELS			1,359.09			
74568918/STREETS							
68285	WEX BANK SEPT 2021 STREET DEPT FUEL 235-3100-42212	09/30/2021 pziemer	10/20/2021	4,739.59	4,739.59	Open	N 10/20/2021
	MOTOR FUELS			3,992.20			
	237-3190-42212			747.39			
74568918/ENG							
68286*	WEX BANK SEPT 2021 ENG FUEL 401-9030-42212	09/30/2021 pziemer	10/20/2021	155.02	155.02	Open	N 10/20/2021
	MOTOR FUELS			157.71			
	401-9030-42212			(2.69)			
74568918/FIRE							
68287*	WEX BANK SEPT 2021 FIRE DEPT FUEL 225-2220-42212	09/30/2021 pziemer	10/20/2021	1,464.30	1,464.30	Open	N 10/20/2021
	MOTOR FUELS			1,465.45			
	225-2220-42212			(1.15)			

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 23/44

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
74568918/POLICE							
68288*	WEX BANK	09/30/2021	10/20/2021	4,217.51	4,217.51	Open	N
	SEPT 2021 POLICE DEPT FUEL	pziemer					10/20/2021
	225-2120-42212	MOTOR FUELS		4,287.15			
	225-2120-42212	MOTOR FUELS		(69.64)			
	Total for vendor 3199 - WEX BANK:			12,217.99	12,217.99		
Vendor 3899 - WEX HEALTH INC:							
0001419181-IN							
68213	WEX HEALTH INC	09/30/2021	10/20/2021	40.50	40.50	Open	N
	SEPT 21 MONTHLY COBRA	pziemer					10/20/2021
	101-9200-43300	PROFESSIONAL SERVICES		40.50			
	Total for vendor 3899 - WEX HEALTH INC:			40.50	40.50		
Vendor 0354 - ZIEGLER, INC:							
IN000270028							
68097	ZIEGLER, INC	10/01/2021	10/20/2021	10.06	10.06	Open	N
	SKID STEER HYDRAULIC O-RINGS	pziemer					10/20/2021
	237-3190-42220	REPAIR & MAINT		10.06			
IN000269028							
68098	ZIEGLER, INC	10/01/2021	10/20/2021	3,200.38	3,200.38	Open	N
	SKID STEER DRIVE MOTOR	pziemer					10/20/2021
	237-3190-42220	REPAIR & MAINT		3,200.38			
IN000271672							
68119	ZIEGLER, INC	10/02/2021	10/20/2021	224.61	224.61	Open	N
	SKID STEER DRIVE MOTOR BEARINGS	pziemer					10/20/2021
	235-3125-42220	REPAIR & MAINT		224.61			
	Total for vendor 0354 - ZIEGLER, INC:			3,435.05	3,435.05		
PCard: 2257 U.S. BANK Card Holder: COM DEV							
Vendor 3910 - ECONOMIC DEVELOPMENT ASSOCIATION:							
9/10/21							
68199	ECONOMIC DEVELOPMENT ASSOCIATION	09/10/2021	10/20/2021	147.50	147.50	Open	N
	CHANSKI MEMBERSHIP - EDAM	pziemer					10/20/2021
	101-2400-43433	DUES & SUBSCRIPTIONS		147.50			
9/21/21							
68200	ECONOMIC DEVELOPMENT ASSOCIATION	09/21/2021	10/20/2021	365.00	365.00	Open	N
	CHANSKI 2021 FALL CONF. EDAM	pziemer					10/20/2021
	101-2400-43330	PROFESSIONAL DEVELOPMENT		365.00			
	Total for vendor 3910 - ECONOMIC DEVELOPMENT ASSOCIATION:			512.50	512.50		

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 24/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
PCard: 2257 U.S. BANK Card Holder: COM DEV							
Vendor 2392 - MENARDS:							
9/14/21 68202	MENARDS DOWNTOWN MAINTENANCE SUPPLIES 401-1003-43430	09/14/2021 pziemer	10/20/2021	79.86	79.86	Open	N 10/20/2021
	MISCELLANEOUS			79.86			
	Total for vendor 2392 - MENARDS:			79.86	79.86		
Vendor 0264 - MN DEPT LABOR &:							
9/16/21 68195	MN DEPT LABOR & INDUSTRY DESETH ONLINE TRAINING 101-2400-43330	09/16/2021 pziemer	10/20/2021	25.00	25.00	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			25.00			
9/16/21 - 2 68196	MN DEPT LABOR & INDUSTRY DESETH ONLINE TRAINING 101-2400-43330	09/16/2021 pziemer	10/20/2021	25.00	25.00	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			25.00			
9/16/21 - 3 68197	MN DEPT LABOR & INDUSTRY STOCKINGER TRAINING 101-2400-43330	09/16/2021 pziemer	10/20/2021	85.00	85.00	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			85.00			
9/16/21 - 4 68198	MN DEPT LABOR & INDUSTRY STOCKINGER TRAINING 101-2400-43330	09/16/2021 pziemer	10/20/2021	85.00	85.00	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			85.00			
	Total for vendor 0264 - MN DEPT LABOR &:			220.00	220.00		
Vendor MISC - NATIONAL NOTARY ASSOCIATION:							
9/21/21 68209	NATIONAL NOTARY ASSOCIATION BESTUL - NOTARY RENEWAL 101-2400-43433	09/21/2021 pziemer	10/20/2021	81.29	81.29	Open	N 10/20/2021
	DUES & SUBSCRIPTIONS			81.29			
	Total for vendor MISC - NATIONAL NOTARY ASSOCIATION:			81.29	81.29		
Total PCard: 2257 U.S. BANK Card Holder: COM DEV				893.65	893.65		

10/14/2021 01:55 PM
User: pziemer
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INVOICE REGISTER REPORT FOR CITY OF BRAINERD
EXP CHECK RUN DATES 10/18/2021 - 10/18/2021
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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

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

Vendor MISC - SIGN NETWORK:

9/20/21							
68201	SIGN NETWORK	09/02/2021	10/20/2021	473.04	473.04	Open	N
	CUSTOM LETTERING - NAME A SNOWPLOW	pziemer					10/20/2021
	235-3100-42220	REPAIR & MAINT		473.04			
	Total for vendor MISC - SIGN NETWORK:			473.04	473.04		
Total PCard: 2257 U.S. BANK Card Holder: ENG				473.04	473.04		

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 26/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
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PCard: 2257 U.S. BANK Card Holder: FIRE

Vendor 3877 - ALL HANDS FIRE EQUIPMENT:

8/24/21 68075	ALL HANDS FIRE EQUIPMENT STRUCTURAL FIRE GLOVES 225-2220-42250	09/01/2021 pziemer PERSONAL PROTECTIVE GEAR	10/20/2021	1,080.42 1,080.42	1,080.42 1,080.42	Open	N 10/20/2021
Total for vendor 3877 - ALL HANDS FIRE EQUIPMENT:				1,080.42	1,080.42		

Vendor 3971 - COMFORT INN & SUITES:

9/8/21 68077	COMFORT INN & SUITES LODGING LOUISIANA EMAC 225-2220-42210	09/08/2021 pziemer OPERATING SUPPLIES	10/20/2021	126.67 126.67	126.67 126.67	Open	N 10/20/2021
Total for vendor 3971 - COMFORT INN & SUITES:				126.67	126.67		

Vendor 3972 - FIREHOUSE SUBS:

9/13/21 68079	FIREHOUSE SUBS EMPLOYEE APPRECIATION 278-6515-43430	09/13/2021 pziemer MISCELLANEOUS	10/20/2021	239.10 239.10	239.10 239.10	Open	N 10/20/2021
Total for vendor 3972 - FIREHOUSE SUBS:				239.10	239.10		

Vendor 2895 - FIRESTORE ONLIN:

9/14/21 68080	FIRESTORE ONLINE INC. STREAMLIGHT SURVIVOR KIT 225-2220-42250	09/14/2021 pziemer PERSONAL PROTECTIVE GEAR	10/20/2021	885.57 885.57	885.57 885.57	Open	N 10/20/2021
9/14/21 - 2 68081	FIRESTORE ONLINE INC. STREAMLIGHT TAX CREDIT 225-2220-42250	09/14/2021 pziemer PERSONAL PROTECTIVE GEAR	10/20/2021	(64.64) (64.64)	(64.64) 820.93	Open	N 10/20/2021
Total for vendor 2895 - FIRESTORE ONLIN:				820.93	820.93		

Vendor 3925 - HAMPTON BY HILTON:

9/9/21 68076	HAMPTON BY HILTON LODGING LOUISIANA EMAC 225-2220-42210	09/09/2021 pziemer OPERATING SUPPLIES	10/20/2021	127.53 127.53	127.53 127.53	Open	N 10/20/2021
Total for vendor 3925 - HAMPTON BY HILTON:				127.53	127.53		

Vendor MISC - HOME 2 SUITES BY HILTON:

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 27/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
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PCard: 2257 U.S. BANK Card Holder: FIRE

9/22/21 68087	HOME 2 SUITES BY HILTON LODGING LOUISIANA EMAC 225-2220-42210	09/22/2021 pziemer	10/20/2021	108.96	108.96	Open	N 10/20/2021
	OPERATING SUPPLIES			108.96			
	Total for vendor MISC - HOME 2 SUITES BY HILTON:			108.96	108.96		

Vendor MISC - HYATT PLACE:

9/21/21 68082	HYATT PLACE LODGING LOUISIANA EMAC 225-2220-42210	09/21/2021 pziemer	10/20/2021	128.52	128.52	Open	N 10/20/2021
	OPERATING SUPPLIES			128.52			
	Total for vendor MISC - HYATT PLACE:			128.52	128.52		

Vendor 3979 - JORDAN'S PROFESSIONAL TOUCH:

9/14/21 68309	JORDAN'S PROFESSIONAL TOUCH 7 YEAR CERAMIC COATING 225-2220-42220	10/01/2021 pziemer	10/20/2021	2,250.00	2,250.00	Open	N 10/20/2021
	REPAIR & MAINT			2,250.00			
	Total for vendor 3979 - JORDAN'S PROFESSIONAL TOUCH:			2,250.00	2,250.00		

Vendor 3948 - LIVE ACTION SAFETY:

9/13/21 68083	LIVE ACTION SAFETY STOKES BASKET SHIPPING 225-2220-42210	09/13/2021 pziemer	10/20/2021	40.00	40.00	Open	N 10/20/2021
	OPERATING SUPPLIES			40.00			
	Total for vendor 3948 - LIVE ACTION SAFETY:			40.00	40.00		

Vendor MISC - SUGAR MOMMA CUPCAKES & COOKIES:

9/13/21 68078	SUGAR MOMMA CUPCAKES & COOKIES CUPCAKES 278-6515-43430	09/13/2021 pziemer	10/20/2021	79.97	79.97	Open	N 10/20/2021
	MISCELLANEOUS			79.97			
	Total for vendor MISC - SUGAR MOMMA CUPCAKES & COOKIES:			79.97	79.97		

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

5,002.10	5,002.10
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10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 28/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
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PCard: 2257 U.S. BANK Card Holder: HR

Vendor 0848 - BAUDVILLE:

9/1/21 68205	BAUDVILLE EMPLOYEE AWARD 278-6515-43430	09/01/2021 pziemer	10/20/2021	38.91	38.91	Open	N 10/20/2021
	MISCELLANEOUS			38.91			
	Total for vendor 0848 - BAUDVILLE:			38.91	38.91		

Vendor MISC - CARIBOU COFFEE:

8/25/21 68207	CARIBOU COFFEE BIOMETRIC SCREENING SUPPLIES 278-6515-43430	09/01/2021 pziemer	10/20/2021	159.55	159.55	Open	N 10/20/2021
	MISCELLANEOUS			159.55			
	Total for vendor MISC - CARIBOU COFFEE:			159.55	159.55		

Vendor 3975 - CROW WING FOOD CO-OP:

8/31/2021 68206	CROW WING FOOD CO-OP AUG 21 LUNCH N LEARN 278-6515-43430	09/01/2021 pziemer	10/20/2021	572.82	572.82	Open	N 10/20/2021
	MISCELLANEOUS			572.82			
	Total for vendor 3975 - CROW WING FOOD CO-OP:			572.82	572.82		

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

771.28	771.28
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10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 29/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
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PCard: 2257 U.S. BANK Card Holder: IT

Vendor 3698 - AMAZON:

9/3/21 68192	AMAZON AWS AUGUST 2021 101-1800-43309	09/03/2021 pziemer COMPUTER SUPPORT	10/20/2021	194.82 194.82	194.82	Open	N 10/20/2021
9/24/21 68208	AMAZON ID CARD PRINTER - COLOR RIBBON 101-1800-42210	09/24/2021 pziemer OPERATING SUPPLIES	10/20/2021	110.44 110.44	110.44	Open	N 10/20/2021
Total for vendor 3698 - AMAZON:				305.26	305.26		

Vendor MISC - ZOHO CORP:

9/22/21 68194	ZOHO CORP ZOHO SERVICE DESK PLUS 101-1800-43309	09/22/2021 pziemer COMPUTER SUPPORT	10/20/2021	2.84 2.84	2.84	Open	N 10/20/2021
Total for vendor MISC - ZOHO CORP:				2.84	2.84		

Vendor 3858 - ZOOM VIDEO COMMUNICATIONS:

9/18/21 68193	ZOOM VIDEO COMMUNICATIONS ZOOM 9/18-10/17/21 101-1800-43309	09/18/2021 pziemer COMPUTER SUPPORT	10/20/2021	29.98 29.98	29.98	Open	N 10/20/2021
Total for vendor 3858 - ZOOM VIDEO COMMUNICATIONS:				29.98	29.98		

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

338.08	338.08
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10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 30/44

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

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

Vendor 3698 - AMAZON:

9/23/21							
68084	AMAZON	09/23/2021	10/20/2021	10.88	10.88	Open	N
	LIBRARY BOOK TAPE	pziemer					10/20/2021
	211-5500-42200	OFFICE SUPPLIES		10.88			
9/23/21 - 2							
68085	AMAZON	09/23/2021	10/20/2021	20.95	20.95	Open	N
	STORAGE BAGS	pziemer					10/20/2021
	211-5500-42200	OFFICE SUPPLIES		20.95			
	Total for vendor 3698 - AMAZON:			31.83	31.83		

Vendor MISC - MAILCHIMP:

9/4/21							
68086	MAILCHIMP	09/04/2021	10/20/2021	30.99	30.99	Open	N
	EMAILS LIBRARY	pziemer					10/20/2021
	211-5503-43430	MISC - USE OF HOLDEN TRUST		30.99			
	Total for vendor MISC - MAILCHIMP:			30.99	30.99		

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

62.82 62.82

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 31/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
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PCard: 2257 U.S. BANK Card Holder: PARKS

Vendor 3711 - COSTCO:

8/30/21 68273	COSTCO ICE - SOFTBALL INJURIES 230-5215-42210	09/01/2021 pziemer OPERATING SUPPLIES	10/20/2021	2.49 2.49	2.49	Open	N 10/20/2021
9/9/21 68303	COSTCO CONCESSIONS - BOTTLED WATER 230-5204-42210	10/01/2021 pziemer OPERATING SUPPLIES	10/20/2021	6.38 6.38	6.38	Open	N 10/20/2021
9/21/21 68304	COSTCO CONCESSIONS - WATER, COCOA, HOT DOGS 230-5204-42210	10/01/2021 pziemer OPERATING SUPPLIES	10/20/2021	40.85 40.85	40.85	Open	N 10/20/2021
Total for vendor 3711 - COSTCO:				49.72	49.72		

Vendor 3917 - COUNTRY HEARTH :

8/31/21 68305	COUNTRY HEARTH CONCESSIONS - BUNS 230-5204-42210	10/01/2021 pziemer OPERATING SUPPLIES	10/20/2021	12.50 12.50	12.50	Open	N 10/20/2021
9/21/21 68306	COUNTRY HEARTH CONCESSIONS - BUNS 230-5204-42210	10/01/2021 pziemer OPERATING SUPPLIES	10/20/2021	7.50 7.50	7.50	Open	N 10/20/2021
Total for vendor 3917 - COUNTRY HEARTH :				20.00	20.00		

Vendor 2277 - GEMPLER'S:

9/8/2021 68250	GEMPLER'S TREE TRUNK PROTECTORS 230-5200-42220	09/08/2021 pziemer REPAIR & MAINT	10/20/2021	179.98 179.98	179.98	Open	N 10/20/2021
Total for vendor 2277 - GEMPLER'S:				179.98	179.98		

Vendor 0932 - ORIENTAL TRADIN:

8/24/21 68307	ORIENTAL TRADING CO., INC PLASTIC EGGS - EASTER EGG HUNT 230-5211-42210	10/01/2021 pziemer OPERATING SUPPLIES	10/20/2021	16.97 16.97	16.97	Open	N 10/20/2021
Total for vendor 0932 - ORIENTAL TRADIN:				16.97	16.97		

10/14/2021 01:55 PM
User: pziemer
DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD
EXP CHECK RUN DATES 10/18/2021 - 10/18/2021
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						
PCard: 2257 U.S. BANK Card Holder: PARKS							
Vendor 3856 - WALGREEN CO:							
8/25/21							
68308	WALGREEN CO	10/01/2021	10/20/2021	4.90	4.90	Open	N
	PHOTO DEVELOPING - ADULT SOFTBALL PL	pziemer					10/20/2021
	230-5215-42210	OPERATING SUPPLIES		4.90			
	Total for vendor 3856 - WALGREEN CO:			4.90	4.90		
Total PCard: 2257 U.S. BANK Card Holder: PARKS				271.57	271.57		

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 33/44

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

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

Vendor 2902 - ADVANCE AUTO PA:

9/14/21 68156	ADVANCE AUTO PARTS SQD 401 WIPER BLADES 225-2120-42221	09/14/2021 pziemer	10/20/2021	57.98	57.98	Open	N 10/20/2021
	SQUAD CAR REPAIR SUPPLIES			57.98			
9/23/21 68168	ADVANCE AUTO PARTS SQD 428 BATTERY 225-2120-42221	09/23/2021 pziemer	10/20/2021	209.99	209.99	Open	N 10/20/2021
	SQUAD CAR REPAIR SUPPLIES			209.99			
	Total for vendor 2902 - ADVANCE AUTO PA:			267.97	267.97		

Vendor MISC - AIRBNB:

9/1/21 68143	AIRBNB 710 - CIT TRAINING 225-2120-43330	09/01/2021 pziemer	10/20/2021	503.33	503.33	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			503.33			
	Total for vendor MISC - AIRBNB:			503.33	503.33		

Vendor 3698 - AMAZON:

8/25/21 68135	AMAZON 715 EAR PIECE 225-2120-42210	09/01/2021 pziemer	10/20/2021	15.99	15.99	Open	N 10/20/2021
	OPERATING SUPPLIES			15.99			
8/30/21 68139	AMAZON M. HALVERSON - NOTARY STAMP 225-2120-42200	09/01/2021 pziemer	10/20/2021	13.98	13.98	Open	N 10/20/2021
	OFFICE SUPPLIES			13.98			
8/30/21 - 2 68140	AMAZON NOTARY JOURNAL 225-2120-42200	09/01/2021 pziemer	10/20/2021	20.98	20.98	Open	N 10/20/2021
	OFFICE SUPPLIES			20.98			
9/1/21 68144	AMAZON J. MCCULLOUGH - NOTARY STAMP 225-2120-42200	09/01/2021 pziemer	10/20/2021	13.98	13.98	Open	N 10/20/2021
	OFFICE SUPPLIES			13.98			
9/10/21 - 2 68152	AMAZON 714 - EAR PIECE 225-2120-42210	09/10/2021 pziemer	10/20/2021	10.00	10.00	Open	N 10/20/2021
	OPERATING SUPPLIES			10.00			

10/14/2021 01:55 PM

User: pziemer

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 34/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
PCard: 2257 U.S. BANK Card Holder: POLICE							
9/10/21 - 3 68153	AMAZON 701-FLASHLIGHT HOLDER, IPAD KEYBOARD 225-2120-41113 225-2120-42200	09/10/2021 pziemer UNIFORM ALLOWANCE OFFICE SUPPLIES	10/20/2021	66.98 28.00 38.98	66.98	Open	N 10/20/2021
9/16/21 68162	AMAZON EARPIECES 225-2120-42210	09/16/2021 pziemer OPERATING SUPPLIES	10/20/2021	149.64 149.64	149.64	Open	N 10/20/2021
9/21/21 68164	AMAZON 703 UNIFORM BARS 225-2120-41113	09/21/2021 pziemer UNIFORM ALLOWANCE	10/20/2021	25.33 25.33	25.33	Open	N 10/20/2021
9/21/21 - 2 68165	AMAZON HALLOWEEN SAFETY EVENT SUPPLIES 225-2120-43305	09/21/2021 pziemer CRIME PREVENTION PROGRAM	10/20/2021	27.97 27.97	27.97	Open	N 10/20/2021
Total for vendor 3698 - AMAZON:				344.85	344.85		
Vendor MISC - AMERICINN:							
9/23/21 68169	AMERICINN A. TIMMONS - MNJIS TRAINING 225-2120-43330	09/23/2021 pziemer PROFESSIONAL DEVELOPMENT	10/20/2021	106.44 106.44	106.44	Open	N 10/20/2021
9/23/21 - 2 68170	AMERICINN J. MCCULLOUGH - MNJIS TRNG 225-2120-43330	09/23/2021 pziemer PROFESSIONAL DEVELOPMENT	10/20/2021	106.44 106.44	106.44	Open	N 10/20/2021
Total for vendor MISC - AMERICINN:				212.88	212.88		
Vendor 3420 - BCA - MNJIS SEC:							
9/15/21 68159	BCA - MNJIS SECTION AK - MNJIS BASIC TRNG 225-2120-43330	09/15/2021 pziemer PROFESSIONAL DEVELOPMENT	10/20/2021	50.00 50.00	50.00	Open	N 10/20/2021
9/15/21 - 2 68160	BCA - MNJIS SECTION MH - MNJIS BASIC TRNG 225-2120-43330	09/15/2021 pziemer PROFESSIONAL DEVELOPMENT	10/20/2021	50.00 50.00	50.00	Open	N 10/20/2021

10/14/2021 01:55 PM

User: pziemer

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 35/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
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PCard: 2257 U.S. BANK Card Holder: POLICE

9/15/21 - 3

68161	BCA - MNJIS SECTION 715 - DMT - G RECERT 225-2120-43330	09/15/2021 pziemer	10/20/2021	75.00	75.00	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			75.00			
	Total for vendor 3420 - BCA - MNJIS SEC:			175.00	175.00		

Vendor 3930 - BEST WESTERN PLUS:

9/24/21

68171	BEST WESTERN PLUS 721 FIREARMS INSTRUCTOR TRAINING 225-2120-43330	09/24/2021 pziemer	10/20/2021	470.12	470.12	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			470.12			
	Total for vendor 3930 - BEST WESTERN PLUS:			470.12	470.12		

Vendor MISC - CALIBRE PRESS:

9/8/21

68173	CALIBRE PRESS 705 DUTY TO INTERVENE TRAINING 225-2120-43330	09/08/2021 pziemer	10/20/2021	129.00	129.00	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			129.00			
	Total for vendor MISC - CALIBRE PRESS:			129.00	129.00		

Vendor 3702 - CHEWY.COM:

8/26/21

68137	CHEWY.COM K9 SUPPLIES - DOG FOOD 225-2128-43430	09/01/2021 pziemer	10/20/2021	60.12	60.12	Open	N 10/20/2021
	MISC - K9 PROGRAM			60.12			
	Total for vendor 3702 - CHEWY.COM:			60.12	60.12		

Vendor 3974 - DUNHAMS SPORTS :

9/14/21

68157	DUNHAMS SPORTS CO REFILL 225-2120-42210	09/14/2021 pziemer	10/20/2021	4.00	4.00	Open	N 10/20/2021
	OPERATING SUPPLIES			4.00			
	Total for vendor 3974 - DUNHAMS SPORTS :			4.00	4.00		

Vendor MISC - EXPEDIA:

9/15/21

68174	EXPEDIA 710 - FINANCIAL CRIMES TRAINING 225-2120-43330	09/15/2021 pziemer	10/20/2021	144.73	144.73	Open	N 10/20/2021
	PROFESSIONAL DEVELOPMENT			144.73			
	Total for vendor MISC - EXPEDIA:			144.73	144.73		

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 36/44

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
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PCard: 2257 U.S. BANK Card Holder: POLICE

Vendor 2989 - HOME DEPOT:

9/7/21 68150	HOME DEPOT TRAFFIC CONES 225-2120-43330	09/07/2021 pziemer	10/20/2021	75.17	75.17	Open	N 10/20/2021
		PROFESSIONAL DEVELOPMENT		75.17			
	Total for vendor 2989 - HOME DEPOT:			75.17	75.17		

Vendor 3948 - LIVE ACTION SAFETY:

9/13/21 -2 68155	LIVE ACTION SAFETY MEDICAL SUPPLIES FOR SQUADS 225-2120-42210	09/13/2021 pziemer	10/20/2021	298.77	298.77	Open	N 10/20/2021
		OPERATING SUPPLIES		298.77			
	Total for vendor 3948 - LIVE ACTION SAFETY:			298.77	298.77		

Vendor 3703 - TRANSUNION RISK:

9/1/21 68147	TRANSUNION RISK INVESTIGATIONS & PARKING TICKET COLLE 225-2120-42210	09/01/2021 pziemer	10/20/2021	75.00	75.00	Open	N 10/20/2021
		OPERATING SUPPLIES		75.00			
	Total for vendor 3703 - TRANSUNION RISK:			75.00	75.00		

Vendor 2956 - ULINE:

9/17/21 68163	ULINE SIGNS AND TABLE 225-2120-42210	09/17/2021 pziemer	10/20/2021	324.05	324.05	Open	N 10/20/2021
		OPERATING SUPPLIES		324.05			
	Total for vendor 2956 - ULINE:			324.05	324.05		

Vendor 3697 - USPS:

8/25/21 68136	USPS POSTAGE 225-2120-43322	09/01/2021 pziemer	10/20/2021	8.80	8.80	Open	N 10/20/2021
		POSTAGE		8.80			
8/26/21 68138	USPS 200 POSTAGE STAMPS 225-2120-43322	09/01/2021 pziemer	10/20/2021	110.00	110.00	Open	N 10/20/2021
		POSTAGE		110.00			
8/30/21 68141	USPS POSTAGE	09/01/2021 pziemer	10/20/2021	16.90	16.90	Open	N 10/20/2021

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 37/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
PCard: 2257 U.S. BANK Card Holder: POLICE							
	225-2120-43322	POSTAGE		16.90			
8/31/21 68142	USPS POSTAGE	09/01/2021 pziemer	10/20/2021	8.80	8.80	Open	N 10/20/2021
	225-2120-43322	POSTAGE		8.80			
9/1/21 68145	USPS POSTAGE	09/01/2021 pziemer	10/20/2021	1.36	1.36	Open	N 10/20/2021
	225-2120-43322	POSTAGE		1.36			
9/3/21 68148	USPS POSTAGE	09/03/2021 pziemer	10/20/2021	1.36	1.36	Open	N 10/20/2021
	225-2120-43322	POSTAGE		1.36			
9/7/21 68151	USPS POSTAGE	09/07/2021 pziemer	10/20/2021	4.00	4.00	Open	N 10/20/2021
	225-2120-43322	POSTAGE		4.00			
9/10/21 68154	USPS POSTAGE	09/10/2021 pziemer	10/20/2021	20.30	20.30	Open	N 10/20/2021
	225-2120-43322	POSTAGE		20.30			
9/14/21 68158	USPS POSTAGE	09/14/2021 pziemer	10/20/2021	11.00	11.00	Open	N 10/20/2021
	225-2120-43322	POSTAGE		11.00			
9/21/21 68166	USPS POSTAGE	09/21/2021 pziemer	10/20/2021	4.00	4.00	Open	N 10/20/2021
	225-2120-43322	POSTAGE		4.00			
9/21/21 - 2 68167	USPS POSTAGE	09/21/2021 pziemer	10/20/2021	8.55	8.55	Open	N 10/20/2021
	225-2120-43322	POSTAGE		8.55			
	Total for vendor 3697 - USPS:			195.07	195.07		

Vendor 0006 - WALMART COMMUNI:

9/1/21 68146	WALMART COMMUNITY/GECRB TISSUE	09/01/2021 pziemer	10/20/2021	9.94	9.94	Open	N 10/20/2021
	225-2120-42200	OFFICE SUPPLIES		9.94			

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 38/44

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

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

9/4/21

68149	WALMART COMMUNITY/GECRB	09/04/2021	10/20/2021	5.18	5.18	Open	N
	ANCHORS	pziemer					10/20/2021
	225-2120-42220	REPAIR & MAINT		5.18			

9/24/21

68172	WALMART COMMUNITY/GECRB	09/24/2021	10/20/2021	29.91	29.91	Open	N
	DISINFECTING WIPES - COVID	pziemer					10/20/2021
	225-2120-42220	REPAIR & MAINT		29.91			

Total for vendor 0006 - WALMART COMMUNI:	45.03	45.03
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Total PCard: 2257 U.S. BANK Card Holder: POLICE

3,325.09	3,325.09
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10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 39/44

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
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PCard: 2257 U.S. BANK Card Holder: STREETS

Vendor 0900 - CUB FOODS BRD:

9/12/21 68203	CUB FOODS - BRAINERD PUBLIC WORKS EMPLOYEE APPR. MEAL SUP 278-6515-43430	09/12/2021 pziemer	10/20/2021	188.99	188.99	Open	N 10/20/2021
	MISCELLANEOUS			188.99			
	Total for vendor 0900 - CUB FOODS BRD:			188.99	188.99		

Vendor 0006 - WALMART COMMUNI:

9/12/21 68204	WALMART COMMUNITY/GEGRB PUBLIC WORKS EMPLOYEE APPRECIATION ME 278-6515-43430	09/12/2021 pziemer	10/20/2021	232.23	232.23	Open	N 10/20/2021
	MISCELLANEOUS			232.23			
	Total for vendor 0006 - WALMART COMMUNI:			232.23	232.23		

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

# of Invoices:	234	# Due:	234	Totals:	1,135,448.72	1,135,448.72
# of Credit Memos:	3	# Due:	3	Totals:	(2,035.88)	(2,035.88)
Net of Invoices and Credit Memos:					1,133,412.84	1,133,412.84

* 3 Net Invoices have Credits Totalling: (73.48)

--- TOTALS BY GL DISTRIBUTION ---

101-0000-15510	PREPAID OTHER	2,244.24
101-0000-20600	DEPOSITS PAYABLE	400.00
101-0000-21800	SURCHARGE PAYABLE TO STATE	1,428.01
101-1400-43321	TELEPHONE	49.90
101-1400-43361	INS - GENERAL LIABILITY	355.25
101-1400-43433	DUES & SUBSCRIPTIONS	160.00
101-1700-43321	TELEPHONE	280.29
101-1700-43361	3/19-3/20 FINAL PYMNT	209.50
101-1700-43363	3/19-3/20 FINAL PYMNT	154.50
101-1800-42210	OPERATING SUPPLIES	440.44
101-1800-43309	COMPUTER SUPPORT	6,276.49
101-1800-43321	TELEPHONE	1,122.05
101-1800-43330	PROFESSIONAL DEVELOPMENT	600.00
101-1800-43361	3/19-3/20 FINAL PYMNT	137.75
101-1940-42200	OFFICE SUPPLIES	254.49
101-1940-42212	MOTOR FUELS	35.01
101-1940-42220	REPAIR & MAINT	2,736.73
101-1940-43321	TELEPHONE	153.54
101-1940-43361	3/19-3/20 FINAL PYMNT	12.00
101-1940-43380	UTILITIES	98.50
101-2400-42212	MOTOR FUELS	247.47
101-2400-43300	PROFESSIONAL SERVICES	750.50
101-2400-43321	TELEPHONE	106.42

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 40/44

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

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						
	101-2400-43330	PROFESSIONAL DEVELOPMENT		1,345.21			
	101-2400-43350	PRINTING/LEGAL PUBLICATION		218.16			
	101-2400-43361	3/19-3/20 FINAL PYMNT		262.00			
	101-2400-43363	3/19-3/20 FINAL PYMNT		274.50			
	101-2400-43405	NUISANCES		75.00			
	101-2400-43433	DUES & SUBSCRIPTIONS		228.79			
	101-9200-43300	PROFESSIONAL SERVICES		7,465.50			
	101-9200-43350	LEGAL PUBLICATIONS		593.88			
	101-9200-43361	3/19-3/20 FINAL PYMNT		2,671.50			
	101-9200-43362	3/19-3/20 FINAL PYMNT		1,808.25			
	101-9200-43363	3/19-3/20 FINAL PYMNT		132.00			
	101-9200-43365	3/19-3/20 FINAL PYMNT		700.25			
	101-9200-43438	MISC SPECIAL PROJECTS		2,560.00			
	203-9000-42212	MOTOR FUELS		4,607.21			
	203-9000-43321	TELEPHONE		54.83			
	203-9000-43350	PRINTING/LEGAL PUBLICATION		24.24			
	203-9000-43361	3/19-3/20 FINAL PYMNT		295.75			
	203-9000-43363	3/19-3/20 FINAL PYMNT		5,574.50			
	203-9000-43365	3/19-3/20 FINAL PYMNT		61.75			
	203-9000-43401	VEHICLE REPAIRS		2,539.46			
	203-9000-43433	DUES & SUBSCRIPTIONS		750.00			
	203-9000-43440	TRANSIT SERVICE CONTRACT PY		88,664.22			
	211-5500-42200	OFFICE SUPPLIES		31.83			
	211-5500-42220	REPAIR & MAINT		1,492.50			
	211-5500-43361	3/19-3/20 FINAL PYMNT		22.50			
	211-5500-43362	3/19-3/20 FINAL PYMNT		1,373.25			
	211-5500-43365	3/19-3/20 FINAL PYMNT		123.25			
	211-5503-43430	MISC - USE OF HOLDEN TRUST		34.23			
	211-5505-43430	MISC - COPY MACHINE PYMTS		242.16			
	224-2150-42210	OPERATING SUPPLIES		478.08			
	225-0000-15510	PREPAID OTHER		838.80			
	225-2120-41113	UNIFORM ALLOWANCE		2,842.87			
	225-2120-42200	OFFICE SUPPLIES		97.86			
	225-2120-42210	OPERATING SUPPLIES		977.87			
	225-2120-42212	MOTOR FUELS		4,217.51			
	225-2120-42220	REPAIR & MAINT		900.39			
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		1,299.80			
	225-2120-43300	PROFESSIONAL SERVICES		550.00			
	225-2120-43305	CRIME PREVENTION PROGRAM		27.97			
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		1,206.89			
	225-2120-43321	TELEPHONE		1,713.77			
	225-2120-43322	POSTAGE		195.07			
	225-2120-43330	PROFESSIONAL DEVELOPMENT		2,108.36			
	225-2120-43361	3/19-3/20 FINAL PYMNT		12,467.25			
	225-2120-43362	3/19-3/20 FINAL PYMNT		421.75			
	225-2120-43363	3/19-3/20 FINAL PYMNT		6,212.25			
	225-2120-43365	3/19-3/20 FINAL PYMNT		226.25			
	225-2120-43380	UTILITIES		124.45			
	225-2128-43430	MISC - K9 PROGRAM		60.12			
	225-2220-42200	OFFICE SUPPLIES		68.64			
	225-2220-42210	OPERATING SUPPLIES		591.62			
	225-2220-42212	MOTOR FUELS		1,464.30			
	225-2220-42220	REPAIR & MAINT		2,475.29			
	225-2220-42221	R&M BUILDING		1,820.13			
	225-2220-42250	PERSONAL PROTECTIVE GEAR		1,901.35			
	225-2220-43309	COMPUTER TECHNICAL SUPPORT		1,500.00			
	225-2220-43321	TELEPHONE		68.75			

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 41/44

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
225-2220-43331	LEASED PAYMENTS			132.82			
225-2220-43350	PRINTING/LEGAL PUBLICATION			197.50			
225-2220-43361	3/19-3/20 FINAL PYMNT			319.50			
225-2220-43362	3/19-3/20 FINAL PYMNT			613.25			
225-2220-43363	3/19-3/20 FINAL PYMNT			1,044.00			
225-2220-43365	3/19-3/20 FINAL PYMNT			174.75			
225-2220-43380	UTILITIES			93.60			
225-2220-43430	MISCELLANEOUS			459.69			
225-2225-43473	REMIT STATE FIRE AID			218,124.94			
225-2700-43300	PROFESSIONAL SERVICES			1,812.00			
225-2700-43430	MISCELLANEOUS			1,040.00			
227-3230-43428	USED OIL RECYCLING EXPENSE			58.50			
230-5200-42212	MOTOR FUELS			1,359.09			
230-5200-42220	REPAIR & MAINT			519.49			
230-5200-43321	TELEPHONE			315.15			
230-5200-43361	3/19-3/20 FINAL PYMNT			600.25			
230-5200-43362	3/19-3/20 FINAL PYMNT			8,792.50			
230-5200-43363	3/19-3/20 FINAL PYMNT			574.75			
230-5200-43365	3/19-3/20 FINAL PYMNT			243.75			
230-5200-43380	UTILITIES			778.05			
230-5204-42210	OPERATING SUPPLIES			67.23			
230-5211-42210	OPERATING SUPPLIES			16.97			
230-5215-42210	OPERATING SUPPLIES			7.39			
230-5280-43321	TELEPHONE			117.20			
235-3100-42200	OFFICE SUPPLIES			34.69			
235-3100-42212	MOTOR FUELS			3,992.20			
235-3100-42220	REPAIR & MAINT			1,135.81			
235-3100-43321	TELEPHONE			123.03			
235-3100-43361	3/19-3/20 FINAL PYMNT			2,452.25			
235-3100-43362	3/19-3/20 FINAL PYMNT			849.00			
235-3100-43363	3/19-3/20 FINAL PYMNT			979.50			
235-3100-43365	3/19-3/20 FINAL PYMNT			640.25			
235-3100-43380	UTILITIES			87.75			
235-3100-43430	MISCELLANEOUS			171.35			
235-3125-42220	REPAIR & MAINT			1,721.97			
235-3170-42220	REPAIR & MAINT			(1,939.84)			
237-3190-42212	MOTOR FUELS			747.39			
237-3190-42220	REPAIR & MAINT			3,531.52			
237-3190-43361	3/19-3/20 FINAL PYMNT			700.75			
237-3190-43362	3/19-3/20 FINAL PYMNT			242.50			
237-3190-43363	3/19-3/20 FINAL PYMNT			279.75			
237-3190-43365	3/19-3/20 FINAL PYMNT			183.00			
238-3160-42220	REPAIR & MAINT			114.22			
238-3160-43361	3/19-3/20 FINAL PYMNT			350.25			
238-3160-43362	3/19-3/20 FINAL PYMNT			121.25			
238-3160-43363	3/19-3/20 FINAL PYMNT			140.00			
238-3160-43365	3/19-3/20 FINAL PYMNT			91.50			
251-9360-43467	REMIT LOCAL SALES TAX COLLECT			120,290.06			
260-0000-22000	HANGAR DEPOSITS			1,063.00			
260-0000-36229	HANGAR RENTALS			565.00			
260-0000-36234	HANGAR RENT ESCROW			10.00			
260-9020-42220	REPAIR & MAINT			1,695.31			
260-9020-43300	PROFESSIONAL SERVICES			332.50			
260-9020-43309	COMPUTER SUPPORT			22.34			
260-9020-43321	TELEPHONE			672.90			
260-9020-43365	3/19-3/20 FINAL PYMNT			125.00			
278-6515-43430	MISCELLANEOUS			2,042.57			

10/14/2021 01:55 PM

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 42/44

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution						
	295-6510-43361	3/19-3/20 FINAL PYMNT		22.25			
	400-9050-45500	CAPITAL OUTLAY		169.05			
	400-9050-45530	CAPITAL - OTHER		9,422.00			
	401-0000-14100	DUE FROM COMPONENT UNIT		646.00			
	401-1003-43300	PROFESSIONAL SERVICES		243.36			
	401-1003-43350	LEGAL PUBLICATIONS		145.44			
	401-1003-43430	MISCELLANEOUS		99.86			
	401-1901-43300	PROFESSIONAL SERVICES		1,155.00			
	401-1910-45530	PAYMENTS TO CONTRACTORS		84,474.80			
	401-1919-43300	PROFESSIONAL SERVICES		100.20			
	401-1919-43350	LEGAL PUBLICATIONS		193.92			
	401-9030-42212	MOTOR FUELS		155.02			
	401-9030-43300-20:05	PROFESSIONAL SERVICES		40.80			
	401-9030-43300-20:06	PROFESSIONAL SERVICES		153.00			
	401-9030-43300-20:07	PROFESSIONAL SERVICES		4,112.50			
	401-9030-43300-21:15	PROFESSIONAL SERVICES		6,274.25			
	401-9030-43350-20:05	LEGAL PUBLICATIONS		109.08			
	401-9030-43350-20:06	LEGAL PUBLICATIONS		109.08			
	401-9030-45530-20:05	CAPITAL-PYMTS TO CONTRACTS		52,828.94			
	401-9030-45530-20:06	CAPITAL-PYMTS TO CONTRACTS		402,589.96			

10/14/2021 01:55 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 43/44

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			36,588.12	36,588.12		
	203 - TRANSIT FUND			102,571.96	102,571.96		
	211 - LIBRARY FUND			3,319.72	3,319.72		
	224 - DUI FORFEITURE			478.08	478.08		
	225 - PUBLIC SAFETY FUND			270,391.36	270,391.36		
	227 - RECYCLING FUND			58.50	58.50		
	230 - PARK & RECREATION FUND			13,391.82	13,391.82		
	235 - STREET & SEWER FUND			10,247.96	10,247.96		
	237 - SANITARY SEWER FUND			5,684.91	5,684.91		
	238 - STORM SEWER FUND			817.22	817.22		
	251 - LOCAL OPTION SALES TAX			120,290.06	120,290.06		
	260 - AIRPORT FUND			4,486.05	4,486.05		
	278 - HEALTHY EMPLOYE INITIATIVE			2,042.57	2,042.57		
	295 - EDA FUND			22.25	22.25		
	400 - CAPITAL PROJECTS FUND			9,591.05	9,591.05		
	401 - CONSTRUCTION FUND			553,431.21	553,431.21		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			7,195.05	7,195.05		
	1003 - 10:03 DWNTWN MAIN CNTRACT			488.66	488.66		
	1400 - ADMINISTRATION			565.15	565.15		
	1700 - ENGINEERING			644.29	644.29		
	1800 - IT/GIS			8,576.73	8,576.73		
	1901 - 19:01 NW 4TH STREET IMPR			1,155.00	1,155.00		
	1910 - NE BRAINERD RESURFACING			84,474.80	84,474.80		
	1919 - 19:19 NW 3RD&JACKSON STRE			294.12	294.12		
	1940 - CITY HALL			3,290.27	3,290.27		
	2120 - POLICE DEPARTMENT			35,590.31	35,590.31		
	2128 - K-9 PROGRAM			60.12	60.12		
	2150 - DUI FORFEITURE			478.08	478.08		
	2220 - FIRE DEPARTMENT			12,925.19	12,925.19		
	2225 - PAID ON-CALL FIRE DEPT			218,124.94	218,124.94		
	2400 - COMMUNITY DEVL/INSPECTION			3,508.05	3,508.05		
	2700 - ANIMAL CONTROL			2,852.00	2,852.00		
	3100 - S & S MAINTENANCE			10,465.83	10,465.83		
	3125 - SNOW REMOVAL			1,721.97	1,721.97		
	3160 - STORM SEWER EXPENSE			817.22	817.22		
	3170 - TRAFFIC CONTROL			(1,939.84)	(1,939.84)		
	3190 - SANITARY SEWER EXPENSE			5,684.91	5,684.91		
	3230 - RECYCLING EXPENSE			58.50	58.50		
	5200 - PARK MAIN/ADMINISTRATION			13,183.03	13,183.03		
	5204 - CONCESSIONS			67.23	67.23		

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DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 10/18/2021 - 10/18/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 44/44

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY DEPT/ACTIVITY ---							
	5211 - SPECIAL EVENTS PROGRAM			16.97	16.97		
	5215 - ADULT SOFTBALL			7.39	7.39		
	5280 - CAMPGROUND			117.20	117.20		
	5500 - LIBRARY-BUDGETED			3,043.33	3,043.33		
	5503 - HOLDEN TRUST DONATION USE			34.23	34.23		
	5505 - TAXABLE FEES			242.16	242.16		
	6510 - ECONOMIC DEVELOPMENT AUTH			22.25	22.25		
	6515 - HEALTHY EMPLOYEE INITIATIVE			2,042.57	2,042.57		
	9000 - TRANSIT FUND			102,571.96	102,571.96		
	9020 - AIRPORT M & O			2,848.05	2,848.05		
	9030 - CONSTRUCTION PROJ-MISC			466,372.63	466,372.63		
	9050 - CAPITAL PROJECTS-MISC			9,591.05	9,591.05		
	9200 - CITY-WIDE			15,931.38	15,931.38		
	9360 - LOCAL OPTION SALES TAX			120,290.06	120,290.06		

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 1/3

EXP CHECK RUN DATES 01/01/2020 - 10/31/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref# GL Distribution	Vendor Description GRANT	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 0206 - BRAINERD HOUSIN:							
1ST QTR 2021							
67914	BRAINERD HOUSING AUTHORITY	09/27/2021	09/28/2021	4,244.66	0.00	Paid	Y
	SMALL CITIES NE BRD QTR 1 2021	pziemer					09/28/2021
202-6324-43300	NE BRAINE/PROFESSIONAL SERVICES/ADM			4,244.66			
2ND QTR 2021							
67915	BRAINERD HOUSING AUTHORITY	09/27/2021	09/28/2021	1,321.15	0.00	Paid	Y
	SMALL CITIES NE BRD - 2ND QTR 2021	pziemer					09/28/2021
202-6324-43300	NE BRAINE/PROFESSIONAL SERVICES/ADM			1,321.15			
Total for vendor 0206 - BRAINERD HOUSIN:				5,565.81	0.00		
Vendor 1343 - CHARTER COMMUNICATION:							
0055470080821							
67473	CHARTER COMMUNICATIONS	08/08/2021	08/31/2021	7.84	0.00	Paid	Y
	AUGUST - FIRE	pziemer					08/31/2021
225-2220-43380	UTILITIES			7.84			
Total for vendor 1343 - CHARTER COMMUNICATION:				7.84	0.00		
Vendor 0133 - CWC RECORDER:							
707 LAUREL-RENTAL							
63069	CWC RECORDER	11/10/2020	11/18/2020	46.00	0.00	Paid	Y
	RECORDING FEE 707 LAUREL RENTAL	pziemer					11/18/2020
202-6324-45530	NE BRAINE/CAPITAL - RENTAL			46.00			
Total for vendor 0133 - CWC RECORDER:				46.00	0.00		
Vendor 2742 - DVS:							
SQD 403							
67709	DVS	09/01/2021	09/06/2021	14.25	0.00	Paid	Y
	2018 JEEP SQUAD 403 RENEWAL	pziemer					09/06/2021
225-2120-42221	SQUAD CAR REPAIR SUPPLIES			14.25			
Total for vendor 2742 - DVS:				14.25	0.00		
Vendor 3320 - ESSENTIA HEALTH:							
800007080							
67488	ESSENTIA HEALTH	08/01/2021	08/26/2021	707.00	0.00	Paid	Y
	PRE-EMPLOYMENT DRUG TESTING/PHYSICALS	pziemer					08/26/2021
101-1400-43300	PROFESSIONAL SERVICES			125.00			
225-2220-43300	PROFESSIONAL SERVICES			132.00			
225-2120-43300	PROFESSIONAL SERVICES			375.00			
230-5200-43430	MISCELLANEOUS			25.00			
260-9020-43324	SAFETY TRAINING/PHYSICALS			50.00			

10/11/2021 11:27 AM

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DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 01/01/2020 - 10/31/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 2/3

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution GRANT						
800007080-8/30/21							
67838	ESSENTIA HEALTH	08/30/2021	09/17/2021	125.00	0.00	Paid	Y
	PRE-EMPLOYMENT DRUG TESTING/PHYSICALS	pziemer					09/17/2021
225-2120-43300	PROFESSIONAL SERVICES			125.00			
	Total for vendor 3320 - ESSENTIA HEALTH:			832.00	0.00		

Vendor 3637 - LAKES AREA PROF:

267504							
67741	LAKES AREA PROFESSIONAL SERVICES	09/08/2021	09/13/2021	2,000.00	0.00	Paid	Y
	707 LAUREL - PROGRESS PAYMENT 4	pziemer					09/13/2021
202-6324-45530	NE BRAINE/CAPITAL - RENTAL			2,000.00			
	Total for vendor 3637 - LAKES AREA PROF:			2,000.00	0.00		

Vendor 0241 - MINNESOTA HOME:

103640							
67848	MINNESOTA HOME IMPROVEMENTS	09/01/2021	09/23/2021	20,915.00	0.00	Paid	Y
	507 2ND AVE NE -ROBERT LONG SCDP	pziemer					09/23/2021
202-6324-45510	NE BRAINE/CAPITAL - RESIDENTIAL			20,915.00			
	Total for vendor 0241 - MINNESOTA HOME:			20,915.00	0.00		

Vendor 3612 - SEVERSON PORTER:

JULY 2021							
66931	SEVERSON PORTER LAW	07/22/2021	08/04/2021	16,131.55	0.00	Paid	Y
	JUL 21 PROSECUTION AGREEMENT	pziemer					08/04/2021
225-2127-43310	MISDEMEANOR PROSECUTOR			16,131.55			
	Total for vendor 3612 - SEVERSON PORTER:			16,131.55	0.00		

Vendor 3138 - ST. LOUIS MRO I:

51577							
67489	ST. LOUIS MRO INC.	08/01/2021	08/26/2021	24.50	0.00	Paid	Y
	PRE-EMPLOYMENT DRUG TESTING	pziemer					08/26/2021
225-2120-43300	PROFESSIONAL SERVICES			24.50			
	Total for vendor 3138 - ST. LOUIS MRO I:			24.50	0.00		

Vendor 2924 - VERIZON WIRELES:

9886346993							
67474	VERIZON WIRELESS	08/15/2021	08/31/2021	245.07	0.00	Paid	Y
	7/16/21-8/15/21 FD IPADS	pziemer					08/31/2021
225-2220-43321	TELEPHONE			245.07			
	Total for vendor 2924 - VERIZON WIRELES:			245.07	0.00		

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 3/3

EXP CHECK RUN DATES 01/01/2020 - 10/31/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution	GRANT						
# of Invoices:	12	# Due:	0	Totals:	45,782.02	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					45,782.02	0.00	

--- TOTALS BY GL DISTRIBUTION ---

101-1400-43300	PROFESSIONAL SERVICES	125.00	
202-6324-43300	PROFESSIONAL SERVICES/ADM	5,565.81	
202-6324-45510	CAPITAL - RESIDENTIAL	20,915.00	
202-6324-45530	CAPITAL - RENTAL	2,046.00	
225-2120-42221	SQUAD CAR REPAIR SUPPLIES	14.25	
225-2120-43300	PROFESSIONAL SERVICES	524.50	
225-2127-43310	MISDEMEANOR PROSECUTOR	16,131.55	
225-2220-43300	PROFESSIONAL SERVICES	132.00	
225-2220-43321	TELEPHONE	245.07	
225-2220-43380	UTILITIES	7.84	
230-5200-43430	MISCELLANEOUS	25.00	
260-9020-43324	SAFETY TRAINING/PHYSICALS	50.00	

--- TOTALS BY FUND ---

101 - GENERAL FUND	125.00	0.00
202 - SCDP GRANTS	28,526.81	0.00
225 - PUBLIC SAFETY FUND	17,055.21	0.00
230 - PARK & RECREATION FUND	25.00	0.00
260 - AIRPORT FUND	50.00	0.00

--- TOTALS BY DEPT/ACTIVITY ---

1400 - ADMINISTRATION	125.00	0.00
2120 - POLICE DEPARTMENT	538.75	0.00
2127 - MISDEMEANOR PROSECUTOR	16,131.55	0.00
2220 - FIRE DEPARTMENT	384.91	0.00
5200 - PARK MAIN/ADMINISTRATION	25.00	0.00
6324 - NE SCDP GRANT	28,526.81	0.00
9020 - AIRPORT M & O	50.00	0.00

**Brainerd, MN
October 4, 2021**

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

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

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

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND JOHNSON, DULY CARRIED, TO APPROVE THE AGENDA.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND O'DAY TO APPROVE THE CONSENT CALENDAR.

- A. **Approval of Bills- Approved**
- B. **Approval of the Minutes of the Regular Meeting held on September 7th, 2021**
- C. **Approval of Licenses-Approved**
- D. **Department Activity Reports- Approved**
- E. **Temporary Beer License- Submitted by the Brainerd Eagles Club for an Event to be held on October 9th, 2021, at Memorial Park Softball Fields- Approved**

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

Community Member of the Month

Mayor Badeaux recognized Mary Devine Johnson as the Community Member of the Month for October in the Council Chambers.

Council Member Stenglein congratulated Ms. Johnson on the success of the Sesquicentennial. Mary was deeply involved in coordinating community partners for the events as well as being a partner herself. Member Stenglein thanked her for all of the work she did to make the events so successful.

Council Committee Reports

Personnel & Finance

Authorize Sale of Retired Fire Department Equipment-Approved

Committee Chair Johnson stated that this is the sale of the 1991 engine that was replaced recently.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO AUTHORIZE THE SALE OF RETIRED FIRE 1991 FIRE ENGINE USING THE PUBLIC AUCTION SITE.

Adopt Resolution- Authorizing Execution of the Towards Zero Deaths (TZD) Enforcement Grant Contract- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN TO ADOPT RESOLUTION TO AUTHORIZE THE POLICE CHIEF TO EXECUTE THE TOWARDS ZERO DEATHS (TZD) ENFORCEMENT FISCAL YEAR 2022 GRANT CONTRACT.

RESOLUTION 51:21

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

Termination of Probationary Parks Maintenance Employee- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO AUTHORIZE THE TERMINATION OF A PROBATIONARY PARKS MAINTENANCE EMPLOYEE EFFECTIVE IMMEDIATELY; FURTHER TO AUTHORIZE STAFF TO START THE HIRING PROCESS TO BACKFILL THE POSITION.

Approval of Updated Job Descriptions and Creating Public Works Department- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED, TO APPROVE THE UPDATED JOB DESCRIPTIONS AS PRESENTED AND CREATE THE PUBLIC WORKS DEPARTMENT.

Safety and Public Works

Approve Event/ Street Closure Application- Zion Lutheran Church Trunk-or-Treat- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND STUNEK, DULY CARRIED, TO APPROVE THE EVENT/ STREET CLOSURE APPLICATION UNDER THE CONDITION THAT THE APPLICANT REQUEST TRAFFIC CONTROL 1-WEEK PRIOR TO THE EVENT AND THAT THE APPLICANT SUBMIT THE REQUIRED INSURANCE CERTIFICATE PER THE APPLICATION REQUIREMENTS.

Discuss Street Light Policy Subcommittee-Not Approved

Committee Chair O'Day stated that the staff has come up with a street light policy but has requested some direction for the style of decorative lighting. He is requesting that a subcommittee be formed.

City Engineer/Interim Public Works Director Sandy stated that the point of forming a subcommittee versus the full SPW was so that they would have a more informal work sessions.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND STUNEK TO FORM A SUBCOMMITTEE OF MAYOR BADEAUX AND MEMBER O'DAY FOR WORK ON THE STREET LIGHT POLICY.

MEMBER STENGLEIN MADE A SUBSIDIARY MOTION TO REFER THE STREET LIGHT SUBCOMMITTEE MATTER BACK TO SPW, IT FAILED FOR LACK OF A SECOND.

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

Discussion of Downtown Snow Removal and Special Services District- Discussion

Committee Chair O'Day stated that the committee asked business owners to attend the SPW meeting for further input.

City Engineer/ Interim Public Works Director Sandy stated that the approval of assessments from the September 20th Council meeting was for the 2020-2021 snow year and have accepted the snow removal bids for 2021-2022.

The Chair opened the floor for public comment at 7:50 p.m.

Lois and Steve Hensel, 619 Laurel St, owners of the Loide Oils & Vinegars, stated that the assessment for the downtown special services district was enacted by Ordinance 884 in 1990. They are not aware that the Ordinance has been reevaluated since it was put in place. They stated that City pays for 45% of the special services, while the owners of properties pay the remaining which is a service that the Hensel's do not believe outweighs the cost and burden to owners. Ms. Hensel stated there is a history of accepting the bid for the cost for snow removal to the same contractor each year, who raises the cost by 5% each year, is unfair. Also, that the beautification and other services are covered in the assessment are benefiting all people who visit downtown, not just the owners, therefore the burden should not be on owners. The couple requested that the City reevaluate the way it assesses the owners.

Marie Kirsch, 707 Laurel St, owner of the Knotty Pine Bakery, stated that she agrees that reevaluating the assessment could be useful. However, she does believe that the assessment does benefit not only her business but all businesses downtown. The services allow her customers to choose shopping locally. As a business owner she does not have time to dedicate to servicing the outside of her shop.

Brenda Billman-Arndt, 719 Laurel St, owner of Purple Fern Bath Company, feels strongly that the special services provided by the assessments is vital to the accessibility, cleanliness, and safety of visiting downtown Brainerd.

The Chair closed the floor at 8:10 p.m.

City Engineer/Interim Public Works Director Sandy clarified the statements made during the public comment. The information provided in the packet is a reevaluation of the amount that is assessed to owners, the amount assessed to the owners is in line with the amount of staff time at overtime it would take for City staff to remove the snow. The contract has been awarded to the same company because of other contractors inability to compete with the low bid that the contractor has historically made. The City does solicit bids from multiple contractors. The public

hearing for the assessment relating to the 2020-2021 services is on October 18th, at 7:30 p.m. during the regular City Council meeting.

Council Member Johnson stated that the assessment is reevaluated yearly at a public hearing.

Unfinished Business

Final Reading- Proposed Ordinance 1520- Ordinance Amending the City Charter- Approved

City Administrator Bergman stated that the Commission met on August 11th, consider changes to the Charter. She gave a brief overview of the changes that were proposed to the Charter which includes changing antiquated mill levy language to a percent of the previous year's levy, including "within the city limits" to programs funded, and necessary changes to the park board chapter regarding the hiring and compensation of staff. The first reading was held on September 20th.

The Chair opened the public hearing at 8:17 p.m.

No one came forward.

The Chair closed the public hearing at 8:18 p.m.

MOVED AND SECONDED BY COUNCIL MEMBERS STENGLEIN AND STUNEK, DULY CARRIED, TO HOLD THE FINAL READING AND DISPENSE WITH THE ACTUAL READING OF ORDINANCE 1520 AN ORDINANCE AMENDING THE CITY CHARTER.

MOVED AND SECONDED BY COUNCIL MEMBERS STENGLEIN AND O'DAY TO ADOPT PROPOSED ORDINANCE 1520- ORDINANCE AMENDING THE CITY CHARTER.

ORDINANCE 1520

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

Consideration of Planning Commission Recommendations Regarding Sober Homes

The Chair recognized the Chair of the Planning Commission, Mike Duval, 468 Tyrol Dr. Mr. Duval stated that the Planning Commission worked closely with Attorney Langel to host a lot of discussion to consider the ability of the City to regulate sober homes. The recommendation coming out of the Planning Commission is to implement a formal request for accommodation form for the City to use to make accommodations under the Federal Fair Housing Act. The addendum is specific to sober homes and the needs of those who would use the facility.

The Chair opened the floor for public comment at 8:26 p.m.

Residents of the Tyrol neighborhood spoke in opposition of the non-regulation of sober homes. Residents' concerns included pedestrian and child safety along the roadway, excessive

noise of vehicles, parking congestion, the number of people who reside in each home, and the worth of their own homes. Residents who spoke included:

Steve & Mary Suer, 450 Tyrol Dr
Dale Anselment, 462 Tyrol Dr
Bruce & Sharon Janowiec, 448 Tyrol Dr
Kay Adler, 456 Tyrol Dr
Ann Richardson, 449 Tyrol Dr
Lorraine Bemis, 445 Tyrol Dr

The Chair closed the floor at 8:54 p.m.

Chief Bestul urged the residents to call with concerns or when things are happening in the neighborhood and advised them that he has already informed staff to add patrols. He stated that he was unaware of an overabundance of calls from the Tyrol neighborhood. Finally, Chief Bestul stated that officers will be present on Tuesday to assess the neighborhood and patrols will be present going forward.

Council Member Johnson stated that the recommended form from the Planning Commission is a great first step. Also, that there are things that the Council can look into such as parking and speeds going forward.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED, TO MOVE FORWARD WITH THE PLANNING COMMISSION'S RECOMMENDED FORM AND ADDENDUM FOR SOBER HOMES.

Mayor Badeaux spoke in support of further action for sober homes. He is also in favor of the mission of sober homes, and he feels we need to support these members of society.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO MOVE SOBER HOMES TO THE SAFETY AND PUBLIC WORKS AGENDA FOR THEIR NEXT MEETING.

City Engineer/ Interim Public Works Director Sandy stated that speed limits are a statutory regulation, a speed study could be done to officially to change the speed through the state. Parking on streets is something that the City Council can regulate on a neighborhood-by-neighborhood basis.

Community Development Director Chanski thanked those who were in attendance to speak to the issue, he also wanted to ensure the public that this issue is not one that the Planning Commission dealt with lightly. He then stated that with the Federal Fair Housing Act (FFHA) the sober homes are exempt from many of the zoning code for rentals. All building code requirements are met by the current owners and inhabitants.

City Attorney Langel stated that there is no requirement to inform neighbors on who is moving into a neighborhood unless crimes are sexual in nature. Information on crimes committed is public data if anyone wishes to find the information. He also stated that the City of St. Paul's density restriction is based largely on parking issues and was brought about by a three-year parking study by the City of St. Paul. Any regulations that the City seeks to place could very likely face litigation if the regulations violate the FFHA as defined by federal court. Regulations must be a balance of City and Federal law.

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 2027) – 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

Public Forum

The Chair opened public forum at 9:15 p.m.

No one came forward.

The Chair closed public forum at 9:16 p.m.

Staff Reports

Community Development Director Chanski stated that the EDA meeting will be held on Thursday the 7th and the ECFE Touch-a-Truck will take place on Saturday the 9th.

Fire Chief Holmes stated that the Fire Department Open House is on October 7th from 5-7 p.m.

Administrator Bergman stated that she felt the House Bonding Tour went well, and thanked Council Member Stenglein for attending. She again thanked all those who worked so hard for the Sesquicentennial. Finally, she read a letter of congratulations on the celebration of the Sesquicentennial from Mayor Ulrika Liljeberg of Leksand, Sweden, Brainerd's Sister City.

Mayors Report

Mayor Badeaux presented the joint proclamation that himself and the Mayor of Baxter, Darrell Olson, proclaiming October 9th, 2021, as "Ron Stolski Day" in the cities of Brainerd and Baxter in honor of Ron Stolski's retirement.

Council Member Reports

Council Member Stenglein thanked all of the community partners again for their work with the Sesquicentennial events, and Communications Intern Ernster for all of the hard work that was

shouldered in making the celebration a success. She also stated that she attended the House Bonding Tour and wished that they could have taken a field trip to see the water tanks like they did for the Senate Bonding Tour. It made the experience so much more effective. Finally, she stated to those with opinions on the Federal Fair Housing Act to reach out to State Representative Stauber.

Council Member Johnson stated that the EDA will meet on October 7th. The EDA will be pursuing an RFP for economic development services.

Adjourn to Closed Session Pursuant to MN Statute 13.03 Subd. 1b for Union Negotiation Strategy- Discussion Only

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND JOHNSON, DULY CARRIED TO ADJOURN TO THE CLOSED SESSION PURSUANT TO MN STATUTE 13.03 SUBD. 1B FOR UNION NEGOTIATION STRATEGY.

The Chair adjourned the meeting to the closed session at 9:24 p.m.

The Chair opened the closed session at 9:45

Adjourn to Closed Session Pursuant to MN Statute 13.05 Subd. 3(c)(3) to Discuss the Acquisition of a Trail Easement Across the Northern Pacific Center Property, 1511 Northern Pacific Road- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS STENGLEIN AND O'DAY, DULY CARRIED, TO ADJOURN TO THE CLOSED SESSION PURSUANT TO MN STATUTE 13.05 SUBD. 3(C)(3) TO DISCUSS THE ACQUISITION OF A TRAIL EASEMENT ACROSS THE NORTHERN PACIFIC CENTER PROPERTY, 1511 NORTHERN PACIFIC ROAD.

The Chair adjourned the meeting to the closed session at 9:47

The Chair opened the closed session

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND O'DAY, DULY CARRIED, TO AUTHORIZE DRAFTING AN EASEMENT AGREEMENT ACROSS THE NORTHERN PACIFIC PROPERTY.

Adjourn to City Council Workshop- Zoning Code (Residential Standards) and Market Study Review, October 11, 2021, at 6:00 p.m. in the City Council Chambers-Approved

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND PRITSCHET, DULY CARRIED, TO ADJOURN TO THE CITY COUNCIL WORKSHOP- ZONING CODE (RESIDENTIAL STANDARDS) AND MARKET STUDY REVIEW, ON OCTOBER 11TH AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS.

The Chair adjourned the meeting at 10:04 p.m.

Jennifer Bergman
City Administrator

Pursuant to due call and notice thereof, the Brainerd City Council Workshop Market Study Presentation and Zoning Code Update was called to order at 6:00 P.M. by Council President Bevans.

Members O'Day, Johnson, Pritschet, Stenglein, Bevans, and Mayor Badeaux were noted as present. Also noted as present were City Administrator Bergman, Finance Director Hillman, City Engineer/ Public Works Director Sandy, Community Development Director Chanski, Human Resources Director Schubert, and Human Resources Intern Fairbanks. Council Members Pritschet and Erickson were noted as absent.

Presentation of Market Study for Management/ Non-Union Employees

The Chair recognized Intern Fairbanks to explain the results of the Market Study and how the City of Brainerd wages compare to the median market wage of comparable cities. She believes that with the study, the City is trying to get its wages to market standards of those cities that are comparable to Brainerd.

The Chair recognized Todd Wicklund, Finance Director for BPU, to explain that the grid used for the Brainerd Public Utilities is an all-in total of an employee's wage including the cost-of-living adjustments as compared to the other data which did not.

Administrator Bergman stated that staff will verify wages prior to the next workshop and determine the budgetary impact this phase-in will create.

Zoning Code Update (Residential Standards)

Community Development Director Chanski introduced the objectives and schedule for the session. He explained that the night would focus on proposed zoning districts and lot standards. The character standards that were introduced previously will come at a later session.

Jennifer Haskamp, Swanson Haskamp Consulting, talked about the process that they have taken since the last workshop. The consultants solicited the Council's feedback, and it was determined that they would like to review the information in sections, so it is more manageable. The feedback from the pop up that staff and the consultants held downtown for the update for the public was overall very helpful. Ms. Haskamp presented the current outline for the residential zoning code which creates standards for each of the zones in consideration of the future land use plan. The zoning update residential lot standards will take a majority of the non-conforming properties in the City and make them conform.

Council discussion took place throughout the presentation.

Community Development Director Chanski stated that staff, the Planning Commission, and the consultants will continue to move forward with the residential standards that were discussed with the Council's general consensus.

Adjourn

The Chair adjourned the meeting at 7:45 p.m.

Jennifer Bergman
City Administrator

Contractor List

10/14/2021

Contractor Name	Address	Local License #	Licensee Type
CLIMATE MAKERS INC Lori Bauer	1700 FREEWAY BLVD STE 10 (763) 786-5999	2021-0068	Plumbing Contractor
LITTLE PINE MECHANICAL LLC SYE ANDERSON	1575 VOYAGER LN SW (218) 821-2789	2021-0044	Plumbing Contractor
TOTAL CONSTRUCTION AND REMODELING I PATRICK W BETCHER	13569 N SYLVAN DAM RD SW (612) 867-2670	2021-0037	Residential Building

Totals: 3

Population: All Records
Licensee.DateRegistered Between 10/1/2021 12:00:00 AM AND 10/14/2021 12:00:00 AM
AND
Licensee.LocalLicenseNumber Starts With 2



BRAINERD POLICE DEPARTMENT MONTHLY REPORT



BESTUL'S BOOYAH AWARD

Submitted by Sgt. Dooley: On 09/05/21, Officer Liz Gleason responded to a third-party report of a female making suicidal comments at a residence. Liz made contact with the resident through a kitchen window and identified herself as a police officer. The subject could be heard making comments to not let Liz inside and the resident told Liz the door was locked and she couldn't open it. The resident moved out of sight before Liz heard a thump and a female began repeatedly screaming for help.

Liz tried breaching the front door and was unable to get it open. While the victim continued screaming for help, Liz used her baton to break out a small window and crawled inside to render aid. Liz learned that the subject had assaulted the victim and wanted them "both to go to heaven tonight."

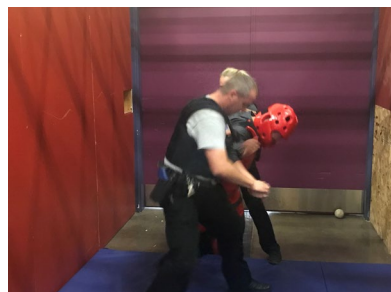
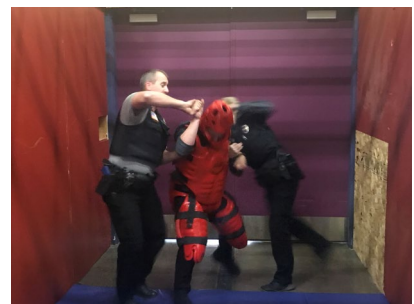


Liz ultimately transported the subject to the hospital for a mental health evaluation instead of taking her into custody for assault. I want to applaud Liz for her immediate reaction to get inside to assist the victim while partners were still enroute. She put her safety at risk and was able to keep a victim safe while also providing mental health help to the subject in crisis. **BOOYAH!**

TRAINING & STAFF DEVELOPMENT

Department Training

Department training for the month of September included scenario-based de-escalation training.



TRAINING & STAFF DEVELOPMENT**Search Warrants**

On September 7th, Investigator Boggs attended a search warrant class in Hermantown that was sponsored by the BCA. Major changes to no-knock search warrants were discussed and new procedures were outlined. Other topics covered were general, juvenile, out of state search warrant application and filing.

Pursuit Intervention Tactics (PIT) Training

Officer Grant Larson attended PIT training on September 8th at the MN Highway Safety and Research Center in St. Cloud. Upon completion, officers are capable of maneuvering a suspect's vehicle to a specific targeted point, relative to the roadway. Each officer worked from basic pacing techniques up to and including the full PIT maneuver. Officers experienced this technique from the officers' position as well as the suspect's perspective.

Taser Instructor

Sergeant Pallansch attended the Taser Instructor Certification Course in Fridley on September 9th. Completion of this training allows him to train all officers once a year on the X26, X26P, and Taser 7 to meeting POST requirements.

Standardized Field Sobriety Testing

Officer Judd and Officer Host attended the Standardized Field Sobriety Testing (SFST) course that was held in Aitkin September 20-22. This 16-hour course guides police officers through the traffic stop, the face-to-face interview, SFSTs, processing, report writing, and courtroom testimony. By incorporating classroom, dry run, and practical exercises, officers are better prepared to detect and remove impaired drivers.

Crisis Intervention Training

Investigator Boggs attended Crisis Intervention Training in the metro area September 20-24. This training provided an in-depth look at mental illness and its implications for law enforcement. The course covered schizophrenia and psychotic disorders, mood disorders, cognitive disorders, personality and substance disorders, suicide assessment, adolescent and elder issues, PTSD, excited delirium, suicide by cop, and mental health courts. Advocates and consumers of mental health services spoke about their experiences. There was also a panel of providers for a panel discussion as well as extensive role-play exercises featuring professional actors.

Firearms Training

Officer Myers attended a 5-day Firearms Instructor Course in Wilmar September 20-24. This course is designed to teach new firearms instructors on methods of creating a lesson plan and outlines for courses of fire, designing a safe range plan, problem solving of student shooting issues, instructing range events, bench marking the student, drafting POST requirements, and more. Low light and adverse weather were also covered.

Airport Disaster Drill

The department participated in the Airport Disaster Drill on September 23.

MNJIS Two-Day Basic

On September 22-23, Records Technician Allyson Timmons and Police Administrative Supervisor Julie McCullough attended the MNJIS Two-Day Basic Operator course through the BCA in Bemidji. This course covers Criminal Justice Data Communications Network (CJDN) policies and procedures related to access to and dissemination of data, as well as additional specialized training designed for full-access operators who run queries and enter records into the Minnesota and NCIC hot files.

Background Investigations

Investigator John Palcher attended the Background Investigations for Public Sector Employees class in Hermantown on September 29-30. This class was sponsored by the St. Louis County Sheriff's Office and the Minnesota Sheriff's Association. The two-day class covered danger points and provided practical techniques and sources for background materials.

COMMUNITY OUTREACH



Brainerd Early Childhood Family Education (ECFE) and the City of Brainerd sponsored a TOUCH-A-TRUCK community event on Saturday, October 9th, in downtown Brainerd. This was a free event for the entire family where children could see and climb on “real life” vehicles. Kids, accompanied by their parents or guardian, were able to explore emergency and military vehicles, semi-trucks, construction vehicles, and a variety of other commercial vehicles.



Downtown Street Fest

StreetFest started with a rib cook off on September 25th. Sgt. Pallansch, Officer Houle, and Officer Kostreba made sure to participate with sampling some ribs.

Thanks to all the booths that participated in the cook off -- the ribs were awesome! Congratulations to the 9th Street Social Club for taking home the win.



Brainerd Police Department Halloween Safety Event: Due to COVID, the Brainerd Police Department will not be hosting our traditional Halloween event this year. Officers will load the squads with candy, treats, and glow necklaces and hand them out at various events in the community on Halloween.

Halloween Safety Tips:

- Costumes should be made of flame-retardant material; Keep your costume away from candles
- Costumes should not drag the ground or be excessively loose; Avoid wearing masks; make-up is safer
- Don't carry fake swords guns, knives or similar accessories that look authentic, and be sure that such props are flexible and do not have sharp edges or tips
- Wear costumes with reflective markings and/or apply reflective tape to your costume and props
- Always trick-or-treat in groups, accompanied by an adult; Carry a flashlight and/or glow sticks
- Plan your route ahead of time; Trick-or-treat in familiar neighborhoods
- Stay on sidewalks and do not cut across yards; Cross only at intersections & obey all traffic signals
- Only visit well lit houses; Do not go in houses; stay outside;
- Never accept rides from strangers; Watch for cars backing up or turning
- Walk with your head up & be aware of your surroundings
- Do not eat any candy before it has been inspected for tampering under bright lights by an adult
- Throw away treats that look suspicious, is unwrapped, has loose wrappings, has puncture holes, etc.
- Only eat homemade treats from people you know and trust.

OVERALL CALLS FOR SERVICE

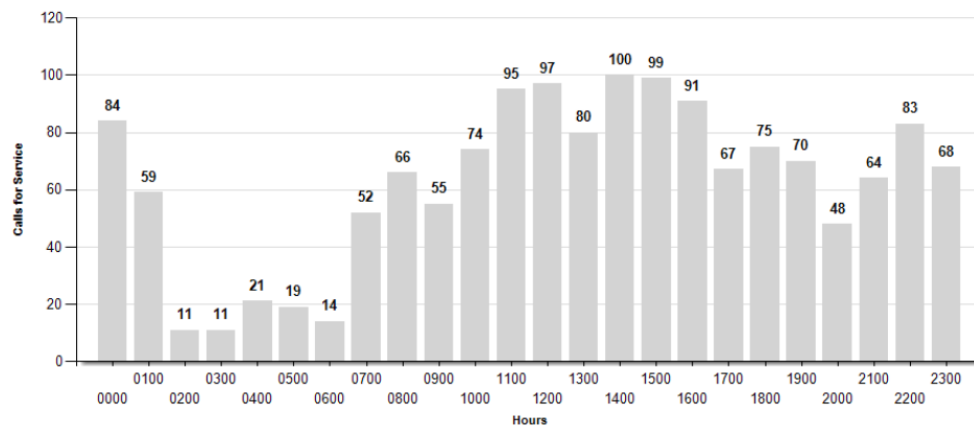
September	2021	2020
Number of Calls for Service	1503	1585



Calls for Service Hourly

9/1/2021 to 9/30/2021

Total Calls: 1558

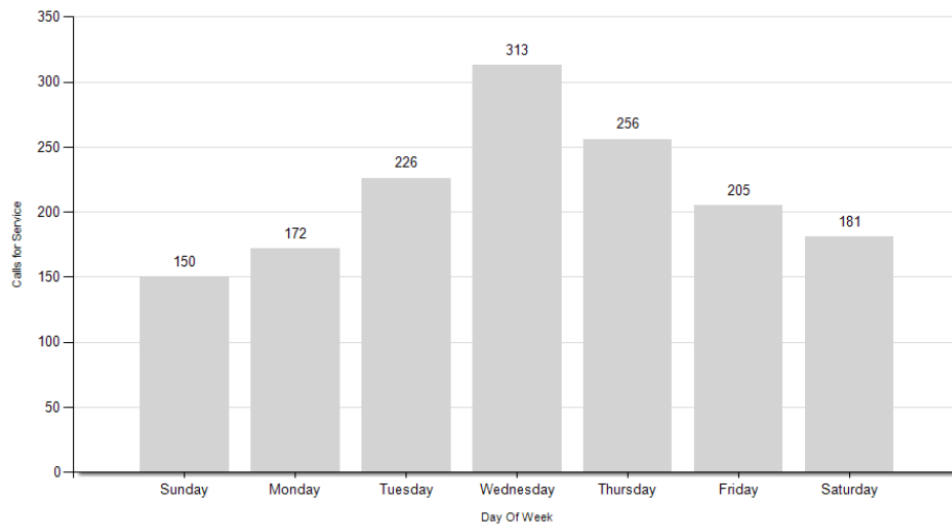


Calls for Service Day Of Week

Start Date: 9/1/2021

End Date: 9/30/2021

Total Calls: 1558



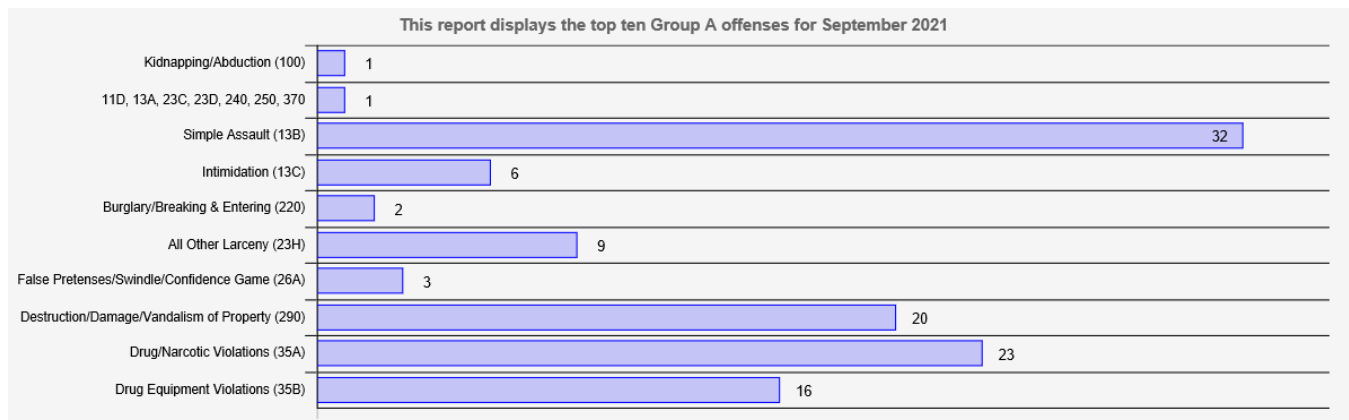
CRIME STATISTICS

September	2021	2020
Group A Offenses Known or Reported to Police	1227	1230
Group A and B Arrests	613	566

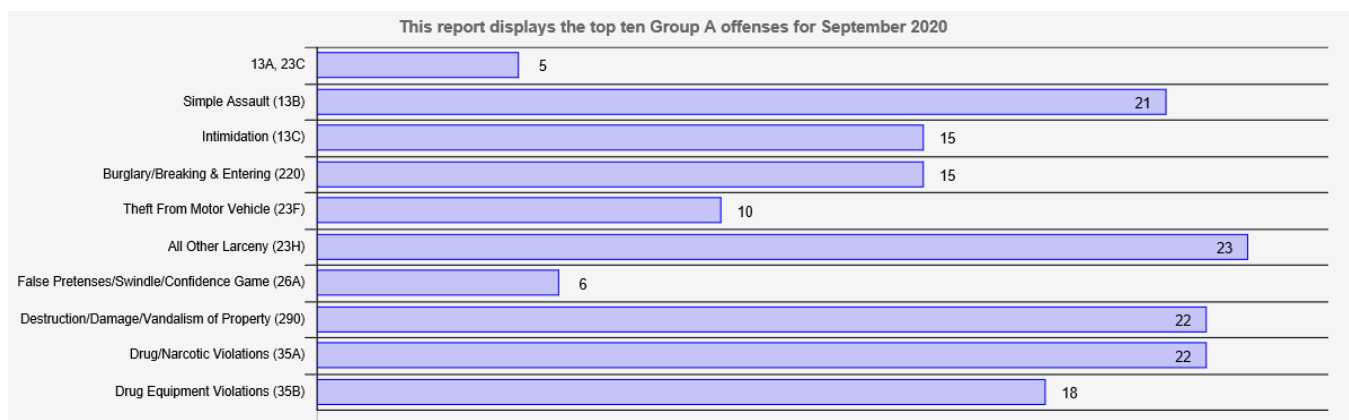
**** Note: 2021 totals do not include case files that have not yet been coded.**

TOP 10 GROUP A OFFENSES

September 2021

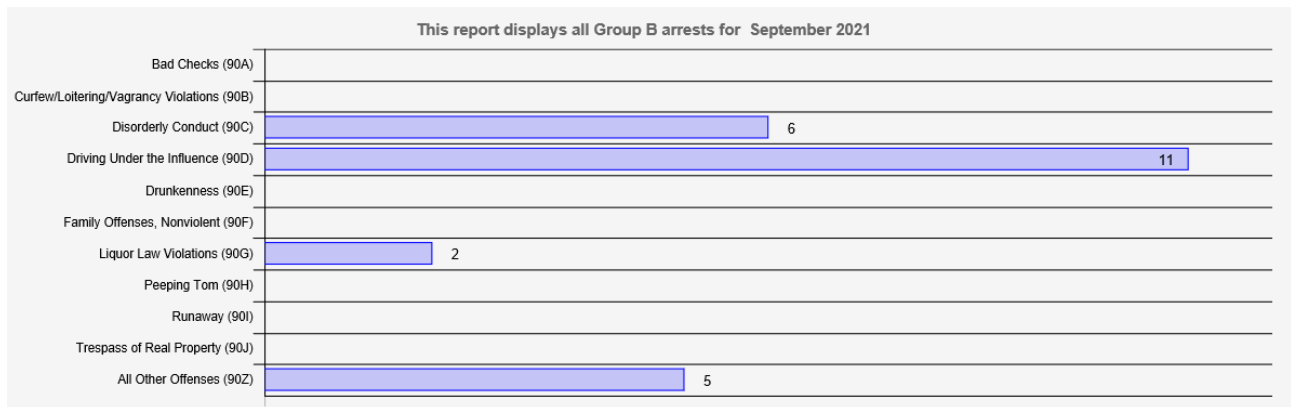


September 2020

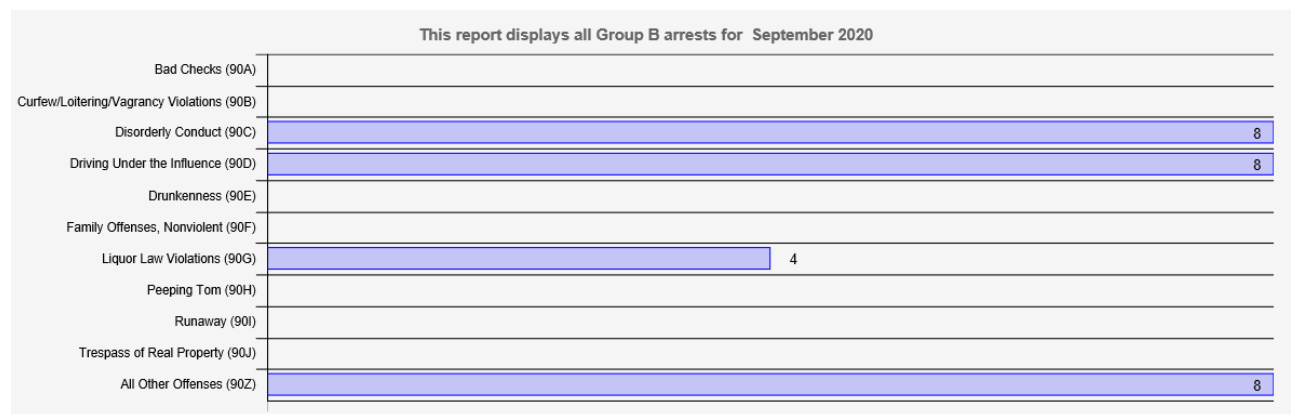


GROUP B ARREST DATA

September 2021



September 2020



CITATIONS, PARKING TICKETS, & WRITTEN WARNINGS

September	2021	2020
Citations (Inc. Parking Tickets & Written Warnings)	196	187

51 parking tickets issued in the month of September, with the following dispositions.

4	Dismissed
1	Business Validations
29	Paid in Full
3	Partial Payments Received
14	No Payment Received

Revenue Recapture Receipts:

2020 Total:	\$8,304.50
2021 To Date:	\$6,843.62

CONDUCT ON PREMISES ACTIVITY REPORT

ICR	Date Reported	Title	Address	Summary
21012747	09/13/20	Conduct on Premises	310 James St	Conduct on Premises
21012937	09/17/21	Conduct on Premises	812 Walnut St	Conduct on Premises
21013346	09/26/21	Conduct on Premises	1203 W Campus Dr	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
September	1839	440	769	428	14.36 Minutes	61



STAFFING & ASSIGNMENTS

We had three new hires in September -- Records Management Technician Alex Korte and Community Service Officers Levon Bresner and Carter Davis.



City of Brainerd
IT/GIS Department Monthly Report
September 2021

Projects

Met with Marco to discuss options/configuration for redundant internet connection on city firewall, contacting internet providers to determine best option for second source.

CLC's has proposed a joint powers agreement for the PEG channel with a proposed start date in Jan 2022. Finalizing language, legal review, and infrastructure acquisition will take at least that long.

BPU made some internal network changes that required significant troubleshooting on the city side to get them reconnected to Laserfiche (document imaging software, shared but host on city network)

Field GIS - Working to publish city utility data to a secure online map service which street dept employees will be able to access in the field via tablet with cellular data. Exploring other potential uses.

Planning for upcoming city-wide computer replacement which will include a new operating system (Windows 11) for staff to learn. Supply chains for electronics are becoming a concern.

Software

Microsoft 365 - Sharepoint (intranet) migrated to the cloud, customizing. Exploring OneDrive for files.

VCS POSS (police scheduling) – Continue meeting and troubleshooting, vendor is working on some issues, without improvement project may not move forward.

BS&A (finance/permits) – nuisance assessment report for special assessments

Hardware

Lighting strike 9/20 – struck close to PD about 6am. Knocked police and fire door systems offline, resolved within a couple hours with help from vendor. Surge fried Police dept wifi router, replacement ordered and installed within a few days.

Electronic recycling 9/15 – truck load of old hardware recycled at semi-annual collection at landfill.

ID card printer stopped working, replacement ordered and installed.

Other

Technical support for numerous meetings – City Council, Park Board, Planning Comm, HRA, EDA, etc
Training: Lori attended 2 BCA ISO LASO presentations (LASO = local agency security officer)

Statistics

Network Users: Added 2 Police CSOs, 1 Police Records Tech. Removed 1 Intern and 1 Police Officer

Emails sent: 8,484 (283/day) received 30,972 (1,032/day)

Cisco Secure Endpoint: 2.63M files scanned, 588K IPs scanned

YouTube – City of Brainerd channel: 369 views, 44.2 hours watched

**RESOLUTION
NO. xx:21**

**RESOLUTION ACCEPTING DONATIONS AND/OR CONTRIBUTIONS
July 1, 2021 through September 30, 2021**

WHEREAS, the City of Brainerd is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Sections 465.03 for the benefit of its citizens and is specifically authorized to accept gifts and bequests for the benefit of recreational service pursuant to Minnesota Statutes Section 471:17; and

WHEREAS, the following persons and entities have offered to contribute the gifts and cash sums set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>	<u>Requested Use of Donation or Contribution</u>
----------------------	---------------	--

SEE ATTACHED LIST OF DONORS

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BRAINERD, MINNESOTA that all donations and/or contributions described above are hereby graciously accepted by the City of Brainerd and shall be used as requested by the donors or grant requirements.

BE IT FURTHER RESOLVED, that the City Council expresses its gratitude to the donors of the gifts.

Adopted this 18th day of October 2021

KELLY BEVANS
President of the Council

Approved this 19th day of October 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

MEMO

TO: Mayor and Council

FROM: City Administrator Jennifer Bergman

DATE: October 13, 2021

RE: Resolution Accepting Donations & Contributions for 3rd Quarter 2021

Attached is a resolution accepting donations and contributions that have been made to the City of Brainerd for the period of July 1, 2021 and September 30, 2021. The City is very appreciative to all who have made these contributions. The funds from the donations and contributions will be used as requested by the donor.

A resolution needs to be adopted with a two-thirds vote of the Council. The item appears on the October 18th agenda.

If you have any questions, please don't hesitate to contact me.

\pz

Brainerd Parks and Recreation

Contributions and Donations July-September 2021

Received From	Receipt Date	Type of Donation	Amount Received
Brainerd Lions Club	Admin 6/30/21	All-inclusive playground-Buffalo Hills-Lions Club	10,000.00
VFW Post 1647	07/08/21	Field banners-three fields, one year-Memorial Park	325.00
Superior Diving Repair Inc	07/27/21	Splash Pad donation	250.00
Ethan and Wilhelmina Horn	08/11/21	Splash Pad donation	250.00
Katie Kostohryz	08/20/21	Splash Pad donation	250.00
Lynda Everson	08/23/21	Splash Pad donation	500.00
Sarah Reiner	08/23/21	Splash Pad donation	1,000.00
Joe Eitenmiller	08/23/21	Splash Pad donation	250.00
Lisa Kemper	08/23/21	Splash Pad donation	250.00
United Welding of Brainerd Inc	08/23/21	Splash Pad donation	250.00
Clarissa Gildart	08/23/21	Splash Pad donation	500.00
Emily Noble/Rolfson	08/23/21	Splash Pad donation	750.00
Gerdes & Son Property Maintenance	08/23/21	Splash Pad donation	500.00
St Mathias Bar & Grill	08/23/21	Splash Pad donation	500.00
Baxter Anytime Fitness	08/24/21	Splash Pad donation	500.00
Kristen Pratt	08/24/21	Splash Pad donation	250.00
John Winch	08/24/21	Splash Pad donation	250.00
Triangle Ice Cream LLC	09/07/21	Splash Pad donation	500.00
Wiezenegger Engel Insurance	09/14/21	Splash Pad donation	500.00
TOTAL			\$17,575.00

MEMO



www.ci.brainerd.mn.us

TO: Finance Director Connie Hillman
FROM: Fire Chief Tim Holmes *TH*
DATE: October 4, 2021
SUBJECT: 2021 – 3rd Quarter Donations

Brainerd Fire Department received the following donations in the 3rd quarter:

• Brainerd Fire Relief Association	Fire Hose Washer	\$ 500.00
• Culvers	Capital Donation	\$1,117.00

Feel free to contact me with any questions.

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

October 18th, 2021

7:15 PM

WebEx Teleconference Call-In Information

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

Access Code: 2493 085 9141

1. Police Officer Hiring Ratification
2. Approval of 2022-2024 USW (Hydro) Union Contract Terms and Wages
3. Authority to Enter into Lease Agreements for 2022 Budgeted Vehicles Prior to Budget Adoption
4. Authority to Enter into Consulting Agreement with Hildi, Inc. for Actuarial Services to Comply with Government Accounting Standard Board (GASB) 74/75 Relating to Other Post-Employment Benefits (OPEBs)



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: Police Officer Hiring Ratification

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☒ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☒ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: Chief Mike Bestul	Department: Police
Presenter (Name & Title): Chief Mike Bestul	Estimated Time Needed: 2 minutes
Summary of Issue: Police Officer candidate Bryce Johnson has successfully completed the pre-employment screening process. Bryce Johnsons' first day of employment was October 11, 2021. Bryce Johnson will start at 2021 Step 1 rate of \$28.26 per hour, pursuant to the Law Enforcement Labor Services Local (LES) #65 agreement.	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Affirm hiring Police Officer Bryce Johnson, starting at LELS Step 1 rate of \$28.26 per hour, with an effective date of October 11, 2021.	
Financial Impact: Is there a cost associated with this request: ☒ Yes ☐ No What is the total cost, with tax and shipping \$ _____ Is this budgeted? ☒ Yes ☐ No <u>Please Explain:</u> This position is within the 2021 department's budget.	



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: Approval of 2022-2024 USW Contract Terms and Wages

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☒ P&F COMMITTEE ☐ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☒ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: Kris Schubert	Department: Human Resources
Presenter (Name & Title): HR Director Kris Schubert	Estimated Time Needed: 5 minutes
Summary of Issue: The City has reached a tentative agreement with the United Steel Workers (USW) Local 9230 Unit 09 (Hydro) Union for the 2022-2024 Union Contract. The attached summary includes the items agreed to by both the Employer and Union during negotiations. The contract includes a 2.5% Cost of Living Adjustment (COLA) for 2022, 2023, and 2024.	
Alternatives, Options, Effects on Others/Comments: Union representatives informed us on October 13, 2021, that the USW Union approved our tentative agreement (TA) and supporting documents.	
Recommended Action/Motion: 1. Motion to approve the attached 2022-2024 Tentative Agreement Summary and the attached contract supporting documents between the City and USW Union (Hydro); and 2. Adopt the attached resolution setting the USW Union (Hydro) Union wages for 2022 - 2024.	
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> The 2022 wage adjustments will be included in BPU's 2022 budget.	

City of Brainerd – USW Local 9230 Unit 09 (Hydro) Union

*Tentative Agreement Terms

October 6, 2021

The following is the tentative agreement package terms reached between the City of Brainerd and the USW Local 9230 Unit 09 (Hydro) Union during 2021-2021 contract negotiations. This package is for Union and City Council consideration/approval:

1. ARTICLE VI – HOURS OF WORK AND WORKING CONDITIONS

When employees are temporarily transferred or upgraded to a classification paying a higher wage rate than their own classification, they shall receive the ~~contract wage rate of the classification~~ pay step for the higher paid classification that results in at least a 3% pay increase while actually performing work of that classification.

2. ARTICLE IX – PAID HOLIDAYS

Floating holidays shall be arranged by the employee with the Department Head. Such request for holiday shall not be denied unless it interferes with the operation of the department. Probationary employees whose first working day is between January 1st and June 30th, inclusively, shall receive two (2) floating holidays and probationary employees whose first working day is between July 1st and December 31st, inclusively, shall receive one (1) floating holiday. Employees will be accredited their floating holidays on January 1st of each year and may use them at any time during the year.

3. ARTICLE XXV – WAGES

Pay steps are based on satisfactory performance. For employees hired, promoted, or reclassified after January 1, 2019, step increases for employees will be effective ~~the 1st of the month following eligibility on their annual date of hire anniversary date~~. For employees hired prior to January 1, 2019, step increases shall become effective January 1 of each year. Progression through the pay steps will be accomplished by an annual review of employee performance. In order to advance to Step 7, an employee must be on Step 6 and obtain two “achieves expectations” and one “exceeds expectations” on their annual performance evaluation in their currently-held position in any given three-year cycle beginning January 1, 2019. In order to advance to Step 8, an employee must be on Step 7 and obtain another “exceeds expectations” with two prior “achieves expectations” on their annual performance evaluation in their currently-held position in any given three-year cycle.

The appeal will be decided by a three (3) person panel consisting of: the Union Business Agent, a City Administration representative, and a third-party neutral mutually agreed upon between the Union and the Employer from the MN Bureau of Mediation Services. This panel will hear up to a half hour of presentation from the employee and up to a half hour of presentation from the BPU Superintendent or designee. The panel will issue a decision the same day as within six (6) weeks from the presentation date, if possible, and in any event within five (5) business days from the presentation. The decision of the panel will be final and binding and will not be subject to the grievance procedure under this Agreement.

NOTE: A 2.5% COLA was applied for 2022, 2023 and 2024 in Appendix A. This language will not be included in this section of the union contract; however, was included in the TA for clarification.

4. ARTICLE XXVI – ~~POST~~ EMPLOYMENT HEALTH CARE SAVINGS PLAN (HCSP)

Retirement/Severance Pay:

All employees eligible for the severance payment as outlined in Article XXIII – Leave of Absence (Severance Pay), will contribute Eighty percent (80%) of their severance pay as well as Eighty percent (80%) of their accumulated unused vacation to the HCSP.

5. ARTICLE XXVII – INSURANCE

Health Insurance. The Employer agrees to pay 80% of the family premium and ~~100%~~ 95% of the single premium for the ~~\$2,700~~ \$2,800 single, ~~\$5,400–\$5,600~~ family high deductible health insurance plan. A summary of this plan as well as other health plans that can be offered during this contract are outline in Appendix B. This plan also includes 100% preventative coverage as required by law.

6. Renew Health Insurance MOU with the following changes (see attached MOU):

- a. Update Item A to eliminate the \$1,000 Deductible Plan – offer \$1,400 Deductible Plan (Smart Plan #1), \$2,800 Deductible Plan (Smart Plan #3) and \$7,050 Deductible Plan (Smart Plan #7) – See MOA for premium split and the employer HSA Contributions.
- b. Opt-out amount will be increased from \$315 per month to \$400 per month effective in 2022 (Same as IBEW BPU Union).
- c. The Employer will continue to “front-load” the first three months HSA contribution to employees by January 31st of each year. Effective April 1st of each year, the amount will return and remain as a monthly contribution.

7. Notice Ending Past Practice that allowed minimal payroll hours during leaves of absences – Draft notice is attached.

8. No retroactive backpay if contract is not agreed to and signed by January 1, 2022.

*NOTE: With the union’s affirmative vote, Staff will bring this tentative agreement package to the City Council for their review and consideration.

Commented [KS1]: The name of this plan is no longer called Post Employment Health Care Savings Plan as the “Post Employment” was removed. That requirement still applies, but it is not needed in the title any longer.

USW (Hydro) 2022-2024 Contract Supplement

United Steelworkers (USW – Hydro) Local 9230 Unit 09 employees were placed on a wage grid per the ratification of its 2019-2021 collective bargaining agreement (CBA). The following details each individual's grid placement at the start of the 2022 CBA:

Robert Diluzio:

1/1/2022 USW Grid Placement:	Step 5
Hourly wage as of 1/1/2022	\$34.83

Diane Mahady:

1/1/2022 USW Grid Placement:	Step 5
Hourly wage as of 1/1/2022	\$34.83

David Wise:

1/1/2022 USW Grid Placement:	Step 5
Hourly wage as of 1/1/2022	\$34.83

Brad Holtz:

1/1/2022 USW Grid Placement:	Step 6
Hourly wage as of 1/1/2022	\$38.45

Mark Levig:

1/1/2022 USW Grid Placement:	Step 5
Hourly wage as of 1/1/2022	\$43.92

Memorandum of Understanding

This Memorandum of Understanding (hereinafter, “MOU”) is entered into between the City of Brainerd (hereinafter, “City”) and United Steel Workers, Local No. 9230 Unit 09 (hereinafter, “Union”), on behalf of the Brainerd Public Utilities Hydro bargaining unit.

WHEREAS, the City and Union are parties to a 2022 – 2024 collective bargaining agreement (hereinafter, “CBA”), which in Article XXVII stipulates premium contributions to health insurance; and

WHEREAS, new High Deductible Health Insurance Plan Options were agreed to be offered for 2022-2024.

NOW, THEREFORE, BE IT RESOLVED THAT the parties hereto agree to the following premium splits and Employer HSA contributions for our 2022-2024 High Deductible Health Plan Smart Plan options as offered pursuant to Appendix B of the union contract:

<i>Smart Plan #1 - \$1,400 Health Plan</i>	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>% Contribution to Monthly Premium</u>			
<u>Employer</u>			
Single	95%	95%	95%
Family	80%	80%	80%
<u>Employee</u>			
Single	5%	5%	5%
Family	20%	20%	20%
<u>HSA Annual Contribution Amount</u>			
<u>Employer</u>			
Single	\$1,000	\$1,000	\$1,000
Family	\$1,500	\$1,500	\$1,500

<i>Smart Plan #3 - \$2,800 Health Plan</i>	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>% Contribution to Monthly Premium</u>			
<u>Employer</u>			
Single	95%	95%	95%
Family	80%	80%	80%
<u>Employee</u>			
Single	5%	5%	5%
Family	20%	20%	20%
<u>HSA Annual Contribution Amount</u>			
<u>Employer</u>			
Single	\$2,000	\$2,000	\$2,000
Family	\$2,500	\$2,500	\$2,500

<i>Smart Plan #7 - \$7,050 Health Plan</i>	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>% Contribution to Monthly Premium</u>			
<u>Employer</u>			
Single	100%	100%	100%
Family	90%	90%	90%
<u>Employee</u>			
Single	0%	0%	0%
Family	10%	10%	10%
<u>HSA Annual Contribution Amount</u>			
<u>Employer</u>			
Single	\$2,500	\$2,500	\$2,500
Family	\$3,000	\$3,000	\$3,000

BE IT FURTHER RESOLVED THAT all additional employer HSA contribution amounts noted above will be pro-rated based on a monthly contribution.

BE IT FURTHER RESOLVED THAT the City agrees to “front-load” the first three months of the additional Employer HSA contribution for all employees by January 31st of each year. Thereafter (effective April 1st), the amount will return and remain as a monthly contribution.

BE IT FURTHER RESOLVED THAT the City will provide an Opt-Out Option for eligible employees in lieu of the city’s health insurance for 2022, 2023 and 2024. If the eligible employee elects the Opt-Out payment for 2022, 2023, or 2024, the monthly Opt-out taxable payment will be \$400 per month.

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

FOR THE EMPLOYER

FOR THE UNION

Jennifer Bergman, City Administrator

Mike Woods, Staff Representative

Date:

Date:

Todd Wicklund
BPU Finance Director/Secretary

Date:

Appendix B

High Deductible Health Plan Options

For Plan Years Starting 2022	Smart Plan #1	Smart Plan #3	Smart Plan #7
Deductible per Single ²	Single Coverage Only=\$1,400	\$ 2,800	\$ 7,050
Ded per Family Person	\$ 2,800	\$ 2,800	\$ 7,050
Ded per Family Total	\$ 2,800	\$ 5,600	\$ 14,100
% Paid by Plan After Ded ¹	100%	100%	100%
Out-of-Pkt Max per Single	Single Coverage Only=\$1,400	\$ 2,800	\$ 7,050
OOP Max per Family Person	\$ 2,800	\$ 2,800	\$ 7,050
OOP Max per Family Total	\$ 2,800	\$ 5,600	\$ 14,100

*All plans automatically indexed annually.

¹After deductibles on all Smart plans, the Plan pays 100% of the cost of qualifying care received at Top Value providers, as well provides up to \$1,500 of travel benefit when used to see Top Value providers (minimum distance requirements may apply to receive travel benefit).

²Deductible need not be met first to receive benefits for preventive prescriptions on all Smart plans; instead, copays for generic or brand-name drugs on the approved list will apply.

NOTICE

To: USW Local 9230 Unit 9 (Hydro) Employees
Cc: Mike Woods – USW Staff Representative
From: Finance Director Todd Wicklund and Superintendent Scott Magnuson
Subject: Employee Policy Manual Clarification for Benefits during Absences
Date: October 19, 2021

Please be advised that effective January 1, 2022, the City/BPU intends to follow the Employee Policy Manual that full-time employees must receive pay each week that equates to their normally scheduled work week in order to be eligible for all accruals and benefits. Further, and also effective January 1, 2022, the only benefits that will continue during an unpaid and approved FMLA leave, will be the benefits as required by Federal law.

This notice and the policy described herein, upon the effective date of such policy, will supersede any prior actions taken by the City of Brainerd/BPU inconsistent with such policy.

If you have any questions regarding the foregoing, feel free to contact HR Director Kris Schubert at 828-2307.

/ef

POSTED:

RESOLUTION

No. :21

BE IT RESOLVED by the Council of the City of Brainerd that the hourly wages for the following City/BPU employees who are members of the United Steel Workers (USW) Local 9230 Unit 9 (Hydro) Union shall be based on the rates identified in the below 8-step grid.

2022-2024 USW (HYDRO) HOURLY RATES OF PAY

		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Hydro Operator									
1/1/2022		29.02	30.47	31.92	33.37	34.83	36.28	37.73	39.18
1/1/2023		29.74	31.24	32.72	34.21	35.70	37.18	38.67	40.16
1/1/2024		30.49	32.02	33.54	35.06	36.59	38.11	39.64	41.16
Hydro Operator/Mechanic									
1/1/2022		30.76	32.31	33.84	35.38	36.91	38.45	40.00	41.52
1/1/2023		31.53	33.12	34.68	36.27	37.83	39.41	41.00	42.56
1/1/2024		32.32	33.94	35.55	37.18	38.78	40.39	42.02	43.63
Hydro Lead/Relief Operator									
1/1/2022		36.60	38.43	40.25	42.10	43.92	45.75	47.57	49.42
1/1/2023		37.52	39.39	41.26	43.15	45.02	46.89	48.76	50.65
1/1/2024		38.46	40.37	42.29	44.23	46.14	48.06	49.98	51.92

BE IT FURTHER RESOLVED that the above wage grid shall be incorporated into the USW 2022-2024 Union Contract as Appendix A and the 2022 initial step placement for each member of this union will be incorporated as a Supplement to said Union Contract.

Adopted this ____ day of _____, 2021.

KELLY BEVANS
President of the Council

Approved this ____ day of _____, 2021.

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: Enter into Leased Agreements Prior to 2022 Budget Adoption

☐ 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: Connie Hillman	Department: Finance
Presenter (Name & Title): Finance Director Hillman	Estimated Time Needed: 5 Minutes
Summary of Issue: We received word from Enterprise that if we wait to sign the lease agreements until after the 1st of the year- after the 2022 budget is adopted-it will be too late to get the vehicles into production for 2022. We were told that GMC, Ford and one make of the Dodge vehicles have already stopped taking orders for 2022. It will be nearly impossible to secure a vehicle off of a lot as well, and we will probably not be able to get government pricing.	
Alternatives, Options, Effects on Others/Comments: Currently in the budget we have one new leased vehicle - a truck for Streets. Other vehicles are to be renewed. As an FYI, as of today, we have not received all of the new vehicles we were expecting to lease in 2021. Not only is production going to be limited in 2022, but it is taking longer in 2021 as well. The City does not pay until we receive the vehicle, and we will enter into the lease so that if for some reason the budget is not approved for new vehicles, Enterprise will be able to lease the vehicle to a different customer and the City will not incur any liability.	
Recommended Action/Motion: Authorize Staff to enter into agreements with Enterprise for leased vehicles in the proposed budget prior to the 2022 budget being adopted.	
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: October 18, 2021

Title of Item: Consulting Agreement with Hildi, Inc. for OPEBs

☐ 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: Connie Hillman	Department: Finance
Presenter (Name & Title): Finance Director Hillman	Estimated Time Needed: 5 Minutes
Summary of Issue: GASB 75 requires governmental units to compute and record a liability for any OPEB (Other Post Employment Benefits). The only OPEB liability the City has is an implicit rate liability from our health insurance. We have an implicit rate liability because we have retirees on our plan as required by law, and all employees pay a blended rate versus an age banded rate for coverage. The City does not fund the liability because in theory we are paying higher rates now for health insurance. This accounting standard does not have any affect on the actual rates paid for health insurance. The study includes City, BPU, HRA and Airport Employees, which the cost is allocated among all entities.	
Alternatives, Options, Effects on Others/Comments: In 2009, the City sent out RFP's for actuarial services to compute its OPEB liability as required by GASB standards 74 and 75. At the time we received 3 proposals and Hildi was the lowest. The City has contracted with Hildi since and has not done another RFP. In 2019 Staff reached out to CliftonLarsonAllen (CLA) and were told that they had a client that had just gone out for RFP's and Hildi was the lowest. The fee for the study in 2015 and 2018 was \$2,950 and \$3,100 respectively plus a fee for exhibits, and we have been charged an annual amount of \$350-\$580 for the annual updates. Per Exhibit 1 of the attached proposed agreement, Hildi's cost for fiscal years 2022 and 2023 remains at \$3,100 plus \$500 for the exhibits and approximately \$800-\$1,000 for the off year as it was for fiscal years 2020 and 2021. Staff reached out to the HRA and BPU finance staff about continuing to use Hildi, and all three of the entities agreed to recommend staying with Hildi for the actuarial service.	
Recommended Action/Motion: Staff's recommendation would be to approve authorization of signatures on the agreement for consulting services with Hildi, Inc. for fiscal year 2022 in the amount of \$3,100 plus \$500 for exhibits and approximately \$800-\$1,000 for fiscal year 2023 services.	
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>\$3,600/\$1,000</u> <i>Is this budgeted?</i> ☒ Yes ☐ No <i>Please Explain:</i> The cost will be incorporated into the budgets. The City's share is approximately 45-50% of the total cost.	

AGREEMENT FOR CONSULTING SERVICES

This Agreement for Consulting Services ("Agreement") is entered into and dated October 5, 2021 by and between USI Consulting Group, Inc. (USICG - earlier as **Hildi Inc.**) USICG with offices located at 8000 Norman Center Drive, Suite 400, Bloomington, MN 55437 with headquarters at 95 Glastonbury Blvd., Suite 102, Glastonbury, CT 06033 (hereinafter referred to as the "Consultant") and City of Brainerd with offices located at 501 Laurel St., Brainerd, MN 56401 (hereinafter referred to as the "Company"). Company and Consultant are jointly referred to as the "parties."

IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, AND FOR OTHER GOOD AND VALUABLE CONSIDERATION, THE SUFFICIENCY OF WHICH IS HEREBY ACCEPTED, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. Description of Services. Consultant will perform certain services for Company upon terms and conditions specified herein and as such services are more particularly described in Exhibit(s), which are attached hereto and incorporated by this reference.
2. Prices and Payment. Company agrees to pay Consultant the fees set forth in the applicable Exhibit(s). Consultant anticipates invoicing the Company monthly for services provided. Payment will be due in full within fifteen (15) days of receipt of Consultant's invoice. Company agrees to pay interest on all overdue amounts at a rate of twelve percent (12%) per annum or the rate allowed by law, which ever is less, plus costs of collection, court costs, and reasonable attorney fees on all such amounts.
3. Travel Expenses. Company agrees to reimburse Consultant for its reasonable and necessary out-of-pocket lodging, transportation, and food incurred at the Company's request. Consultant agrees to provide reasonable expense documentation. Whenever possible, Consultant agrees to take advantage of travel discounts. All air travel by Consultant shall be on major national or regional airlines, and Consultant and its representatives may keep their frequent flier miles earned for their personal usage.
4. Ownership of Work Product. Ownership of, and all rights in, the work product which is the subject matter of this Agreement (the "Work"), including trademarks, patents and copyrights applicable to same, shall belong exclusively to Company. The parties expressly agree to consider as a "work made for hire" any Work ordered or commissioned by the Company which qualifies as such under the United States copyright laws. To the extent that the Work cannot be a "work made for hire" or where necessary for any other reason, Consultant will provide Company with all such assignments of rights, covenants and other assistance which may be required for Company, through trademark, patent or copyright applications or otherwise, to obtain the full benefit of the rights provided for herein. If the Work contains materials previously developed or copyrighted by

Consultant or others, Consultant grants and agrees to grant to Company, or obtain for Company, an unrestricted, royalty-free license to use and copy such materials. Any license so granted or obtained shall include the right for Company to grant an unrestricted, royalty-free license to any affiliate of Company. Consultant is allowed to retain one copy of the Work for archival purposes. Consultant shall place a copyright notice on the Work at Company's request. The Work shall be considered "Information" under the Section entitled "Nondisclosure."

5. Nondisclosure. Any technical or business information, including, but not limited to, computer programs, files, specifications, drawings, sketches, models, samples, tools, cost data, customer information, financial data, business or marketing plans or other data, whether oral, written or otherwise ("Information"), furnished or disclosed to Consultant hereunder or in contemplation hereof, shall remain Company's property. No license, express or implied, under any trademark, patent or copyright is granted by Company to Consultant by virtue of such disclosure. All such information in written, graphic or other tangible form shall be returned to the Company immediately upon request and copies shall be returned to the Company or, at Company's option, certified by Consultant as having been located and destroyed. Consultant shall be allowed to retain one copy of the Information for archival purposes. Unless such Information was previously known to Consultant free of any obligation to keep it confidential, is lawfully obtained by Consultant from any source other than Company or has been or is subsequently made public by Company or a nonparty to this Agreement, is approved for release by written authorization of the Company, or is required by law to be disclosed in response to a valid order of a court of competent jurisdiction or authorized governmental agency, provided the Company receives adequate notice to allow it to request a protective order and the Consultant reasonably cooperates with the Company's efforts to receive a protective order, it shall be kept confidential by Consultant for the benefit of Company, shall be used only in performing under this Agreement and shall not be used for other purposes except upon such terms as may be agreed upon by Company in writing. Consultant shall take reasonable steps to protect such Information to a similar extent that Consultant protects its own Information.
6. Liability. Consultant shall indemnify Company and its affiliates against, and shall hold Company and its affiliates harmless from, any loss, damage, expense or liability that may in any way arise out of or result from the performance of Consultant hereunder and caused by or resulting from the gross negligence or intentional misconduct of Consultant, including but not limited to any knowing infringement, or claim of infringement, of any patent, trademark, copyright, trade secret or other proprietary right of a third party or of Consultant or anyone claiming through Consultant who may be eligible to terminate any assignment or transfer made hereunder pursuant to the terms of the copyright laws up to the amount paid by the Company to the Consultant under a given applicable Exhibit(s). Consultant shall defend or settle, at its own expense, any action or suit against Company or its affiliates for which it is responsible hereunder.

Company shall notify Consultant of any such claim, action or suit and shall reasonably cooperate with the Consultant (at Consultant's expense) to facilitate the defense of any such claim.

7. Limitation. In no event shall company or consultant be liable, one to the other, for indirect, special, incidental, or consequential damages arising out of or in connection with the furnishing, performance or use of any products or services provided pursuant to this agreement.
8. Limited Warranties. Consultant warrants and represents that it has full authority to enter into this Agreement and to consummate the transactions contemplated hereby and that this Agreement is not in conflict with any other agreement to which Consultant is a party or by which it may be bound.

Consultant warrants and represents that Consultant has the proper skill, training and background so as to be able to perform in a competent and professional manner and that all work will be performed in accordance with professional standards in the industry and/or field.

9. Headings. Section headings used in this Agreement are for convenience only, have no legal significance, and in no way change the construction or meaning of the terms hereof.
10. Insurance. Upon request by Company, Consultant shall provide to Company, copies of certificates of insurance evidencing the workers compensation, general liability and automobile insurance coverage that Consultant has in effect and Consultant shall maintain such insurance in effect through the duration of the Agreement.
11. Amendment and Waiver. No provision of this Agreement may be modified, waived, terminated or amended except by a written instrument executed by the parties. No waiver of a material breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or other provisions hereof.
12. Relationship. The Consultant shall be and act as an independent contractor hereunder, and neither Consultant nor any employee, agent, associate, representative or subcontractor shall be deemed to be employees of the Company for any purpose whatsoever.
13. Force Majeure. Neither party will be liable for any failure or delay in performance due to any cause beyond its reasonable control, including, but not limited to acts of nature, strikes, fire, flood, explosion, riots, or wars, provided that personnel changes, including unanticipated employee departures, shall not be considered to be an event or condition of force majeure.

14. Notices. All notices and other communications required or permitted under this Agreement shall be in writing, and hand delivered or sent by registered or certified mail, return-receipt requested, postage prepaid, or by overnight delivery service and shall be effective upon receipt at the following addresses or as either party shall have notified the other party:

If to Company: Ms. Jennifer Bergman
City Administrator
City of Brainerd
501 Laurel St.
Brainerd, MN 56401

If to Consultant: USI Consulting Group, Inc. (USICG- earlier as **Hildi Inc.**)
8000 Norman Center Drive
Suite 400
Bloomington, MN 55437
Attn: Jill Urdahl, FSA
Minnesota Practice Leader / Consulting Actuary

15. Assignment. Consultant shall not assign this Agreement or delegate the services to be performed hereunder, in whole or in part, or any of its rights, interest, or obligations hereunder without Company's express written consent.
16. Law Government. This Agreement shall be governed by the laws of the State of Minnesota, without regard to or application of conflicts of law rules or principles.
17. Taxes. Consultant shall assume full responsibility for the payment of all taxes imposed by any federal, state, local taxes or foreign taxing authority and all contributions imposed or required under unemployment insurance, social security and income tax laws, with respect to performance of services for Company hereunder.
18. Termination. Any Exhibit(s) to this Agreement may be terminated by either party upon thirty (30) days written notice to the other party. This Agreement may be terminated by either party upon ninety (90) days written notice to the other party. Company agrees to pay for all services provided by Consultant and related travel expenses incurred by Consultant through the date of termination of the Exhibit(s) and/or the Agreement as applicable.
19. Entire Agreement. This constitutes the entire agreement between the parties regarding the subject matter hereof. This Agreement shall be binding on the affiliates, administrators, executors, heirs, successors in interest, or assigns of Consultant.

IN WITNESS WHEREOF, authorized representatives of the Company and the Consultant have executed this Agreement in duplicate.

Company: City of Brainerd

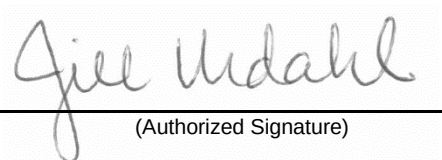
Consultant: USICG (earlier as Hildi Inc.)

By: _____
(Authorized Signature)

Jennifer Bergman
Name: _____
(Print or Type)

Title: _____
(Print or Type)

Date: _____

By:  _____
(Authorized Signature)

Name: Jill Urdahl

Title: Minnesota Practice Leader and Actuary

Date: October 5, 2021

(Please Note: A signature is required on both page 5 and Exhibit 1. Thank you.)

In Process

**Exhibit 1 to
AGREEMENT FOR CONSULTING SERVICES
Consultant and Rate Schedule**

Consultant Representative's Name	Title	Effective Start Date	Expected End Date
USICG (Hildi Inc.) Actuaries and Consultants	Consulting Actuaries	January 1, 2022	December 31, 2023
Base Fees			
The approximate budget for USICG (Hildi Inc.) consulting services is as follows:			
	2022 Fiscal Year	2023 Fiscal Year	
GASB 75	\$3,100 for valuation report, \$500 for additional exhibits	January 1, 2022 actuarial valuation to be used as base results. GASB 75 disclosures to be developed for the year ending December 31, 2023. Approximately \$800 - \$1,000	
These Base Actuarial Fees include the following:			
• An Actuarial Report including all information required by the GASB Statements. USICG (Hildi Inc.) will provide an electronic copy of the actuarial report. One to three hard copies of the report can be sent, too, if requested. • A results meeting by conference call or video to discuss the results. • Teleconferencing with the actuaries on pending or anticipated issues which may affect the actuarial valuation/report. If any work is needed based on one of the outcomes of a teleconference, a fee will be agreed upon before any work is initiated. • Periodic memos and telephone calls to provide updates on developments that may affect future actuarial reports.			
All quotes assume the plan provisions and assumptions remain unchanged from the last actuarial valuation or year-end disclosure. Additional charges may occur if there is out of scope work due to an OPEB Trust, changes in funding or investment policy for the OPEBs, changes in plan provisions or assumptions, or changes in the GASB disclosure requirements.			

SERVICES OR REQUIREMENTS:

The Agreement for Consulting Services is dated October 5, 2021.

Company: City of Brainerd

Consultant: USICG (earlier as Hildi Inc.)

(Authorized Signature)

(Authorized Signature)

(Date)

October 5, 2021
(Date)

(Please Note: A signature is required on both page 5 and Exhibit 1. Thank you.)

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

October 18th, 2021

6:00 PM

WebEx Teleconference Call-In Information

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

Access Code: 2484 103 8018

1. Approve Final Pay Estimate- Improvement 19-10- NE Brainerd Resurfacing Project
2. Approve Letter of Intent and Safe Routes to School Grant Application Submission- Harrison Elementary Oak Street Improvements
3. Discussion on Downtown Snow Removal and Special Services District
4. Discuss Streetlight Policy
5. Discuss Sober Homes Issue



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: Approve Final Pay Application-Imp 19-10-NE Brainerd Resurfacing Project

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☒ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☒ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: City Engineer/Interim PW Director Sandy	Department: Engineering
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 5 Minutes
Summary of Issue: Attached to this request is the final pay application for Improvement 19-10 - NE Brainerd Resurfacing Project. This was a project that was substantially complete in 2020. In 2021, the project was waiting for final approval and growth of grass.	
Alternatives, Options, Effects on Others/Comments: The original contract cost as-bid by Knife River Corporation was \$1,145,091.20. The revised contract amount due to change order 1 (\$11,582,38) is \$1,156,673.58. The total project cost as constructed as per pay estimate #5 - final is \$1,157,089.82. This represents \$416.24 over the revised project amount or a 0.04% over the project revised amount.	
Recommended Action/Motion: Staff recommends approval of the final pay estimate as presented to Knife River Corporation in the total project amount of \$1,157,089.82 (\$84,474.80 this estimate).	
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>\$1,157,089.82</u> <i>Is this budgeted?</i> ☒ Yes ☐ No <i>Please Explain:</i> This project was included as a project in the 2020 5-Year Capital Improvement Plan.	

Contract Number: 2020-02
 Pay Request Number: 5

Project Number	Project Description
19-10	2020 NE Brainerd Resurfacing

Contractor: KNIFE RIVER 4787 SHADOW WOOD DR NE SAUK RAPIDS, MN 56379	Vendor Number: N/A Up To Date: 09/24/2021
--	--

Contract Amount		Funds Encumbered	
Original Contract	\$1,145,091.20	Original	\$1,145,091.20
Contract Changes	\$11,582.38	Additional	N/A
Revised Contract	\$1,156,673.58	Total	\$1,145,091.20

Work Certified To Date	
Base Bid Items	\$1,145,507.44
Contract Changes	\$11,582.38
Material On Hand	\$0.00
Total	\$1,157,089.82

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$28,021.38	\$1,157,089.82	\$0.00	\$1,072,615.02	\$84,474.80	\$1,157,089.82
Percent: Retained: 0%			Percent Complete: 100.04%		

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

Paul *Sandy*

County/City/Project Engineer

09/27/2021

Date

Approved By KNIFE RIVER

Adam *Surma*

Contractor

10/08/2021

Date

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2020-08-07	\$295,870.22	\$14,793.51	\$281,076.71
2	2020-09-04	\$256,084.10	\$12,804.21	\$243,279.89
3	2020-10-12	\$562,115.12	\$28,105.75	\$534,009.37
4	2020-12-07	\$14,999.00	\$749.95	\$14,249.05
5	2021-09-24	\$28,021.38	(\$56,453.42)	\$84,474.80

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Imp. 19-10		\$1,157,089.82	\$0.00	\$1,072,615.02	\$84,474.80	\$1,157,089.82

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
Imp. 19-10	Local-City of Brainerd	\$84,474.80			\$1,157,089.82

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2021.501	MOBILIZATION	LS	\$90,000.00	1	0	\$0.00	1	\$90,000.00
Base Bid	2	2101.524	CLEARING	TREE	\$700.00	2	0	\$0.00	6	\$4,200.00
Base Bid	3	2101.524	GRUBBING	TREE	\$200.00	2	0	\$0.00	6	\$1,200.00
Base Bid	4	2104.502	REMOVE CONCRETE STEPS	EACH	\$120.00	7	0	\$0.00	7	\$840.00
Base Bid	5	2104.502	REMOVE CASTING	EACH	\$105.00	30	0	\$0.00	30	\$3,150.00
Base Bid	6	2104.502	REMOVE GATE VALVE & BOX	EACH	\$120.00	5	0	\$0.00	5	\$600.00
Base Bid	7	2104.502	REMOVE CURB STOP & BOX	EACH	\$50.00	33	0	\$0.00	35	\$1,750.00
Base Bid	8	2104.502	REMOVE VALVE BOX	EACH	\$225.00	1	0	\$0.00	1	\$225.00
Base Bid	9	2104.502	SALVAGE HYDRANT	EACH	\$550.00	1	0	\$0.00	1	\$550.00
Base Bid	10	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$2.57	1252	0	\$0.00	1252	\$3,217.64
Base Bid	11	2104.503	REMOVE WATER MAIN	L F	\$4.00	905	0	\$0.00	911	\$3,644.00
Base Bid	12	2104.503	REMOVE CURB & GUTTER	L F	\$3.75	4644	0	\$0.00	4708	\$17,655.00
Base Bid	13	2104.503	REMOVE WATER SERVICE PIPE	L F	\$1.50	1242	0	\$0.00	797	\$1,195.50
Base Bid	14	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$5.50	373	0	\$0.00	368	\$2,024.00

Contract Item Status

Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	15	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$2.50	21900	0	\$0.00	21900	\$54,750.00
Base Bid	16	2104.505	REMOVE CONCRETE VALLEY GUTTER	S Y	\$7.50	96	0	\$0.00	96	\$720.00
Base Bid	17	2104.518	REMOVE CONCRETE SIDEWALK	S F	\$2.00	740	0	\$0.00	790	\$1,580.00
Base Bid	18	2105.504	GEOTEXTILE FABRIC TYPE 5	S Y	\$1.55	4895	0	\$0.00	4895	\$7,587.25
Base Bid	19	2105.507	SUBGRADE EXCAVATION	C Y	\$9.50	3263	0	\$0.00	3263	\$30,998.50
Base Bid	20	2105.507	SELECT GRANULAR BORROW (LV)	C Y	\$12.00	3263	713	\$8,556.00	3976	\$47,712.00
Base Bid	21	2105.507	COMMON EXCAVATION (P)	C Y	\$10.50	2889	0	\$0.00	2889	\$30,334.50
Base Bid	22	2105.507	STABILIZING AGGREGATE	C Y	\$28.00	210	0	\$0.00	210	\$5,880.00
Base Bid	23	2211.509	AGGREGATE BASE CLASS 5	TON	\$19.00	4877	0	\$0.00	5082	\$96,558.00
Base Bid	24	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$66.00	2840	0	\$0.00	2808.2	\$185,341.20
Base Bid	25	2411.607	CONCRETE STEPS	C Y	\$1,600.00	14	0	\$0.00	8.5	\$13,600.00
Base Bid	26	2503.604	4" INSULATION	S Y	\$44.85	49	0	\$0.00	91	\$4,081.35
Base Bid	27	2504.601	TEMPORARY WATER SERVICE	LS	\$14,100.00	1	0	\$0.00	1	\$14,100.00
Base Bid	28	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$753.00	8	0	\$0.00	9	\$6,777.00
Base Bid	29	2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	\$246.00	36	0	\$0.00	38	\$9,348.00
Base Bid	30	2504.602	HYDRANT	EACH	\$4,849.00	1	0	\$0.00	1	\$4,849.00
Base Bid	31	2504.602	ADJUST VALVE BOX-WATER	EACH	\$350.00	18	0	\$0.00	15	\$5,250.00
Base Bid	32	2504.602	1" CORPORATION STOP	EACH	\$407.00	32	0	\$0.00	33	\$13,431.00
Base Bid	33	2504.602	6" GATE VALVE & BOX	EACH	\$1,552.00	12	0	\$0.00	12	\$18,624.00
Base Bid	34	2504.602	ADJUST CURB BOX	EACH	\$175.00	7	0	\$0.00	2	\$350.00
Base Bid	35	2504.602	1" CURB STOP & BOX	EACH	\$365.00	36	0	\$0.00	36	\$13,140.00
Base Bid	36	2504.603	1" TYPE K COPPER PIPE	L F	\$21.00	1029	0	\$0.00	968	\$20,328.00
Base Bid	37	2504.603	6" WATERMAIN DUCTILE IRON CL 52	L F	\$64.00	2303	0	\$0.00	2304	\$147,456.00

Contract Item Status

Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	38	2506.502	CASTING ASSEMBLY	EACH	\$1,050.00	30	0	\$0.00	31	\$32,550.00
Base Bid	39	2506.602	SEAL DRAINAGE STRUCTURE	EACH	\$215.00	21	0	\$0.00	21	\$4,515.00
Base Bid	40	2504.608	DUCTILE IRON FITTINGS	LB	\$8.10	1420	0	\$0.00	1051	\$8,513.10
Base Bid	41	2521.518	4" CONCRETE WALK	S F	\$6.63	568	0	\$0.00	585	\$3,878.55
Base Bid	42	2521.518	6" CONCRETE WALK	S F	\$10.63	164	0	\$0.00	280	\$2,976.40
Base Bid	43	2531.503	CONCRETE CURB & GUTTER DESIGN V612	L F	\$29.50	260	0	\$0.00	288	\$8,496.00
Base Bid	44	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	\$21.25	3674	0	\$0.00	3809	\$80,941.25
Base Bid	45	2531.503	CONCRETE CURB & GUTTER DESIGN D412	L F	\$19.50	703	0	\$0.00	856	\$16,692.00
Base Bid	46	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	S Y	\$61.20	440	0	\$0.00	471	\$28,825.20
Base Bid	47	2531.604	8" CONCRETE VALLEY GUTTER	S Y	\$90.00	101	0	\$0.00	96	\$8,640.00
Base Bid	48	2531.618	TRUNCATED DOMES	S F	\$48.00	8	0	\$0.00	26	\$1,248.00
Base Bid	49	2540.602	SALVAGE AND REINSTALL MAILBOX	EACH	\$100.00	20	0	\$0.00	10	\$1,000.00
Base Bid	50	2540.602	TEMPORARY MAILBOX SUPPORT	EACH	\$10.00	20	0	\$0.00	41	\$410.00
Base Bid	51	2451.507	GRANULAR BEDDING (LV)	C Y	\$46.00	426	68	\$3,128.00	288	\$13,248.00
Base Bid	52	2563.601	TRAFFIC CONTROL	LS	\$15,000.00	1	0	\$0.00	1	\$15,000.00
Base Bid	53	2571.524	CONIFEROUS TREE 8' HT B&B	TREE	\$995.00	1	0	\$0.00	1	\$995.00
Base Bid	54	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$8,000.00	1	0	\$0.00	1	\$8,000.00
Base Bid	55	2573.501	EROSION CONTROL SUPERVISOR	LS	\$1,500.00	1	0	\$0.00	1	\$1,500.00
Base Bid	56	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$150.00	57	0	\$0.00	59	\$8,850.00
Base Bid	57	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$5.00	300	0	\$0.00	0	\$0.00
Base Bid	58	2574.507	COMMON TOPSOIL BORROW (LV)	C Y	\$42.00	568	15	\$630.00	546	\$22,932.00
Base Bid	59	2575.501	TURF ESTABLISHMENT	LS	\$12,500.00	1	0.33	\$4,125.00	1	\$12,500.00
Base Bid	60	2575.523	RAPID STABILIZATION METHOD 3	MGAL	\$200.00	4.44	0	\$0.00	0	\$0.00

Contract Item Status										
Base/Alt	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	61	2130.523	WATER	MGAL	\$17.00	185	0	\$0.00	0	\$0.00
Base Bid	62	-	Granite Chips	C Y	\$250.00	3	0	\$0.00	3	\$750.00
Base Bid Totals:								\$16,439.00		\$1,145,507.44

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
19-10	2020 NE Resurfacing	\$16,439.00	\$1,145,507.44

Contract Change Item Status												
Project	CC	CC#	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
19-10	CO	1	63	-	Change Order 1 - See attached documentation	LS	\$11,582.38	1	1	\$11,582.38	1	\$11,582.38
Contract Change Totals:										\$11,582.38		\$11,582.38

Contract Total	\$1,157,089.82
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Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
1	See attached documentation for items related to the change order.	\$11,582.38	\$11,582.38

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: Approve LOI and SRTS Grant Application Submission - Harrison Imps

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☒ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☒ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: City Engineer/Interim PW Director Sandy	Department: Engineering
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 10 Minutes
Summary of Issue: MnDOT is soliciting Letter of Intent to apply for \$7.5 Million in Safe Routes to School infrastructure grants for 2022 or 2023 construction.	
Alternatives, Options, Effects on Others/Comments: After the Safe Routes to School study was completed in 2019, staff worked with MnDOT and their consultant, SRF Consulting, to complete an engineering study on specific improvements around Harrison Elementary, Lowell Elementary, and Riverside Elementary School. Staff is requesting to apply for the improvements identified in the report around Harrison Elementary School, including crossing improvements such as curb extensions, upgraded crosswalk markings, a median for pedestrian refuge and signage enhancements including the installation of rapid flashing rectangular beacons are identified to enhance crossing safety and calm traffic on Oak Street. The total project cost identified in the engineering study is just north of \$500,000, in which is the maximum amount for this grant solicitation. Staff is requesting to apply for the maximum amount, in which requires no match from the local agency. If awarded, the City would be responsible for engineering and designing the plans at their cost, along with covering anything over the \$500,000 in which would be awarded. Of course, MnDOT could award less than what was requested, at which time the city would need to decide which improvements to implement with the funds. The full safe routes to school plan and engineering study will be sent to the committee and council before the meeting.	
Recommended Action/Motion: Staff recommends approval of the attached letter of intent submission and to further, to allow staff to work on and submit the full application once the letter of intent is received by MnDOT and approved to move on to the full application in November.	
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>	

SRTS Infrastructure Solicitation Opening October 4

MnDOT State Aid for Local Transportation office will be kicking off the Minnesota Safe Routes to School (SRTS) infrastructure solicitation on October 4th, 2021. Up to \$7,500,000 is available in funding for construction of eligible bicycle and pedestrian infrastructure projects. Eligible applicant agencies include:

- Counties
- Cities
- Townships
- Federally Recognized Tribes
- Schools
- School Districts

See if your project qualifies:¹

- Must be a project that addresses safety risk(s) of students walking or biking to school
- Project funding requests must be between \$50,000 and \$500,000
- Must be able to go into construction in the 2022 or 2023 construction seasons
- All infrastructure improvements must have a useful life of at least 10 years
- Local schools or school districts may not have any plans or relocate or repurpose the school facilities within 10 years
- Local agencies must adhere to statutory subdivision requirements
[Minnesota Statute 174.40 subd 4a](#)

Solicitation Schedule:

- **Monday, October 4th, 2021** – Safe Routes to School solicitation kick-off. Open letter of intent period
- **Friday, October 29th, 2021** – Deadline for applicants to submit letters of intent
- **Friday, November 12th, 2021** – Deadline for MnDOT to review of letters of intent. Recommendation to proceed forward with full application sent to applicants
- **Monday, November 15th, 2021** – Opening date for full application submittals
- **Friday, January 7th, 2022** – Deadline for applicants to submit full applications
- **Friday, March 4th, 2022** – Project selection finalized, and award letters distributed to selected projects

For more information, see the MnDOT SRTS Infrastructure Grant webpage:

[Infrastructure Grants - Safe Routes to School - MnDOT \(state.mn.us\)](#)



¹ Not all eligibility requirements apply to tribal applicants. See the SRTS Infrastructure Grant webpage for more information

Minnesota State Safe Routes to School Program: Infrastructure Solicitation Letter of Intent

2021-2022 Letter of Intent Worksheet





Safe Routes to School 2021 Application Form

State SRTS Program

Overview

The Safe Routes to School (SRTS) Infrastructure Program was established by the Minnesota legislature in 2012 and is defined in [Minnesota Statute 174.40](#). The legislature appropriated funding for SRTS infrastructure projects in 2020 Laws, 5th Special Session, Chapter 3, Article 1, Section 16, Subdivision 20 and 2021 Laws, 1st Special Session, Article 1, Section 2, Subd. 2(c). The intent of this solicitation is to award SRTS grants totaling up to \$7.5 million.

The Minnesota Department of Transportation (MnDOT) is responsible for the administration of the State SRTS program and makes the funds available to communities through a competitive process. SRTS funding does not require any local match. The funds are intended to fund standalone SRTS projects or provide the local match for SRTS infrastructure projects under federal bicycle and pedestrian infrastructure programs, such as the Transportation Alternatives (TA) Surface Transportation Block Grant (STBG). SRTS infrastructure grants are paid on a reimbursable basis (the local agency finances 100% of the project cost up front and submits state aid pay requests for reimbursement).

See the [SRTS Infrastructure Program Guidance](#) for more information about each program and additional eligibility requirements.

Letter of Intent Purpose

The letter of intent process allows program reviewers at MnDOT gauge the development of proposed projects. This also creates an opportunity for smaller and first-time applicants to understand if they meet the eligibility requirements and if their projects will be able to enter construction within the required timelines. Application reviewers at MnDOT will provide a recommendation on whether applicants should proceed with submitting a full application or develop their project further. If an applicant receives a recommendation to further develop a project instead of submitting a full application, they may still submit a full application if they choose to do so.



Applicant Eligibility

To ensure that the SRTS program is available to a broad spectrum of groups that represent students, both public and non-profit entities may submit applications for infrastructure funding with a State Aid sponsor. See *Funding Eligibility* below for more information. Eligible groups include, but are not limited to:

- Schools, both public and private (note that private schools are only eligible to receive general fund grants)
- School districts
- Cities
- Counties
- Federally recognized tribes (note that tribes are only eligible to receive general fund grants)
- Townships

Pursuant to [Minnesota Statute 174.40](#), home rule charter city, county, and town applicants are only eligible if the governing body has adopted subdivision regulations requiring new and proposed developments within its jurisdiction to have connected sidewalks and/or bicycle infrastructure. This requirement does not apply to school, school district, or tribal applicants. Note that in these new and proposed developments, SRTS funding is eligible for the construction of pedestrian and bicycle infrastructure. Additionally, all infrastructure proposed in any SRTS application must have a usable life of at least ten years.

Funding Eligibility

Both a minimum and maximum are in place for SRTS funding requests.

Minimum Request	Maximum Request
\$50,000	\$500,000

Items that are eligible for SRTS funds include reasonable elements associated with sidewalk and trail construction and ADA improvements, including basic landscaping and turf establishment. Landscaping planters, benches, bike racks, decorative fences, ornamental lighting, and other aesthetic treatments above the standard are generally not eligible. Other items that are not eligible include engineering, construction administration and inspection, right of way acquisition, and water main, sanitary sewer, or private utility work. Additionally, work on trunk highways or on trunk highway right of way is typically not eligible.



Lead Agency Sponsor

Schools, townships, and non-state aid cities will need a state aid city or county sponsor for their infrastructure projects. Tribal applicants do not need a lead agency sponsor. If a city in which the project is taking place is not listed as a state aid city, the city must work with the county as a sponsor. The sponsor's tasks could include, but are not limited to:

- Be the fiscal agent on behalf of the applicant and have funds flow from MnDOT to the state aid city or county to the contractor
- Request SAP/SP number for the project
- Ensure the project meets milestones and dates
- Assist local agency in execution of a grant agreement
- Develop, review and/or approve the plan
- Submit plan, engineers estimate, and proposal to the DSAE
- Advertise, let, and award the project
- Submit pay requests to State Aid
- Communicate progress and updates with the DSAEs and State Aid Programs Engineer
- Ensure that the project receives adequate supervision and inspection
- Assist with project close out

Worksheet Instructions

Please use this worksheet to prepare and record responses to each prompt. Note that a check for eligibility is included. If the applicant cannot successfully complete the eligibility check, then the project is ineligible for funding through this program and cannot be selected. The final submission is an online form that has the same prompts and questions as this worksheet. Responses may be copied from this worksheet and pasted into the online form. A link may be generated to save responses until the whole form is submitted. The final form to submit a letter of intent is located on the [SRTS infrastructure grant webpage](#).

If an applicant errantly submits a letter of intent or would like to make changes before the October 29th deadline, they may send an email to saferoutes.dot@state.mn.us. Be sure that the message includes the first and last name of the applicant and the name of the applicant agency. Also include the reason why you may need to resubmit a letter of intent. Further instructions will be given to the applicant based on the situation.



Related Documents

- [SRTS Infrastructure Program Guidance](#) – includes information specific to eligibility for Safe Routes to School funding and project selection process.
- **SRTS Solicitation Guide** – the guide and instructions for the full application form for the Safe Routes to School Infrastructure Program 2021 solicitation.

Solicitation Timeline

- **Monday, October 4th, 2021** – Safe Routes to School solicitation kick-off. Open letter of intent period
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- **Friday, March 4th, 2022** – Project selection finalized, and award letters distributed to selected projects

Letter of Intent Review Process

Interested applicants are strongly recommended to complete a letter of intent for their project prior to submitting a full application. Upon completion, the letter of intent will be reviewed by MnDOT SRTS program personnel. The reviewing party will either recommend or not recommend that the applicant proceed to the full application. The goal of this initial review is to ensure project eligibility and determine project readiness prior to submittal of the full application. A recommendation to proceed will be sent to the email address listed in the submitted letter of intent form on or before the review deadline of November 12, 2021.

Letter of Intent Worksheet

Applicant Information		
Name (First & Last): Paul Sandy	Preferred Title: City Engineer/Interim Public Works Director	
E-mail: psandy@ci.brainerd.mn.us	Phone Number: 2218-454-3411	
Agency Name: City of Brainerd	Agency Type: State aid city (pop >5,000)	
Street Address: 501 Laurel Street		
City: Brainerd	County Crow Wing	State: MN
Zip Code: 56401	MnDOT District: 3	School District(s): 181

Eligibility Check
<i>Note that if the applicant responds "no" to any of the following questions, the project is ineligible for funding through this program</i>
Has the applicant's governing home rule charter city, county, or town previously adopted subdivision regulations requiring new and proposed developments within its jurisdiction to have connected sidewalks and/or bicycle infrastructure, or can these regulations be adopted by the solicitation deadline of January 7, 2022? ☒ Yes ☐ No ☐ Not applicable (for applicants other than cities, counties, and towns)
By the solicitation deadline of January 7, 2022, can the applicant provide a copy of the local agency resolution, certifying that the community benefiting from this project has adopted these subdivision regulations? ☒ Yes ☐ No ☐ Not applicable (for applicants other than cities, counties, and towns)
All items construction eligible for SRTS funds must have an effective useful life of 10 years. Will all SRTS-eligible items in this proposed project have at least a 10-year expected life? ☒ Yes ☐ No
Will the proposed project be able to enter construction in either calendar year 2022 or 2023? ☒ Yes ☐ No Please select which year: 2023



Safe Routes to School 2021 Application Form

State SRTS Program

School Information

Provide the names of the schools benefiting from this project and the township, city, county, or tribe in which they are located

School Name	School Location
Harrison Elementary	1515 Oak St, Brainerd, MN 56401

Are all improvements in this project located within one (1) mile of at least one of the listed schools?

☒ Yes ☐ No

Project Information

Describe the work you want to do for which you are seeking support. Include a description of the project development activities for this project completed to date. (1000 character maximum):

The City of Brainerd, Baxter, and ISD 181 updated its Safe Routes to School Plan with the help of the Region 5 Development Commission in 2019. The plan was focused on the elementary and middle schools in Brainerd and Baxter. From the new plan, the City of Brainerd applied for funds to complete an engineering study at three specific schools in

Estimated amount of funding requested:

\$ 500,000

Total project budget: briefly explain the total estimated amount of funding needed for the project. Include the amount requested through this application and other sources. (500 character maximum)

The City of Brainerd is requesting \$500,000 in Safe Routes to School infrastructure grants to complete the improvements identified in the engineering study for Harrison Elementary. This includes \$410,000 in crossing improvements such as curb extensions, upgraded crosswalk markings, a median for pedestrian refuge. This also includes \$90,000 in signage

Select the type of work on which the requested funds would be used:

- ☒ Construction of non-federally funded project
☐ Local match for previously awarded federally funded project

If requesting a match for a federally funded project, list the federal project number:

Does the applicant agency have local funds available for the local share of this project? ☒ Yes ☐ No



Safe Routes to School 2021 Application Form

State SRTS Program

Project Information

Describe how your project would address safety concerns for students walking or biking to school. (1000 character maximum)

Parents and students at Harrison elementary largely agreed on the key issues around safety they perceive for their children. Several of the top perceptions apply to infrastructure improvements including vehicular speed, safety improvements at intersections and crossings, and lack of sidewalks and pathways. The city constructed north/south

Has the proposed project been developed from a local Safe Routes to School plan or program?

☒ Yes ☐ No

List any adopted plans that your project has been identified in (SRTS, statewide, regional, etc.) (500 character maximum)

The City of Brainerd updated it's Safe Routes in 2019. The City also received funding to complete an engineering study with funds from MnDOT in 2020/2021. This project and these types of projects are identified in these plans, either directly or in concept. In 2016, the city created an ad-hoc citizens committee to create a non-motorized transportation

Does the school or school district have plans relocate or repurpose the school facilities within the next 10 years? ☐ Yes ☒ No

Describe your organization and/or the sponsoring agency's history with delivering infrastructure projects. If not applicable, identify the key steps and strategies that will be used to deliver the project (1000 character maximum):

The City of Brainerd has been very successful with Safe Routes to School infrastructure and planning grants in the past. the city has received and implemented funding on 3 sidewalk projects around Garfield Elementary between 2015 and 2019 based on the 2014 Safe Routes to School Plan. The city completely exhausted the 2014 plan of improvements and started to update the plan with new priorities in 2019. The SRTS Plan was updated, and an engineering study completed

Have you contacted representatives from the sponsoring agency, including elected officials and county engineers? If so, please describe what has resulted from conversations with stakeholders, elected officials, school district representatives, or from the general public and if you have written support for the project (1000 character maximum):

The Brainerd City Council has been very supportive of Safe Routes to School infrastructure grants in the past, along with their staff and engineers. The representative from the Brainerd City Council from this ward is very receptive to this project and fully supports any crossing improvements to keep children safe when crossing Oak Street. ISD 181 just

PROPOSED PROJECTS

This section summarizes the proposed projects identified and described in Chapter 4 for each school (see Table 1 and Figure 1, Figure 2, and Figure 3). Each project and associated key elements are described in project sheets that are designed to be independently used external to this Study document for public outreach or grant applications. Pertinent information such as project location, type, description, and estimated cost are included. Detailed summaries of each project are included in Chapter 5.

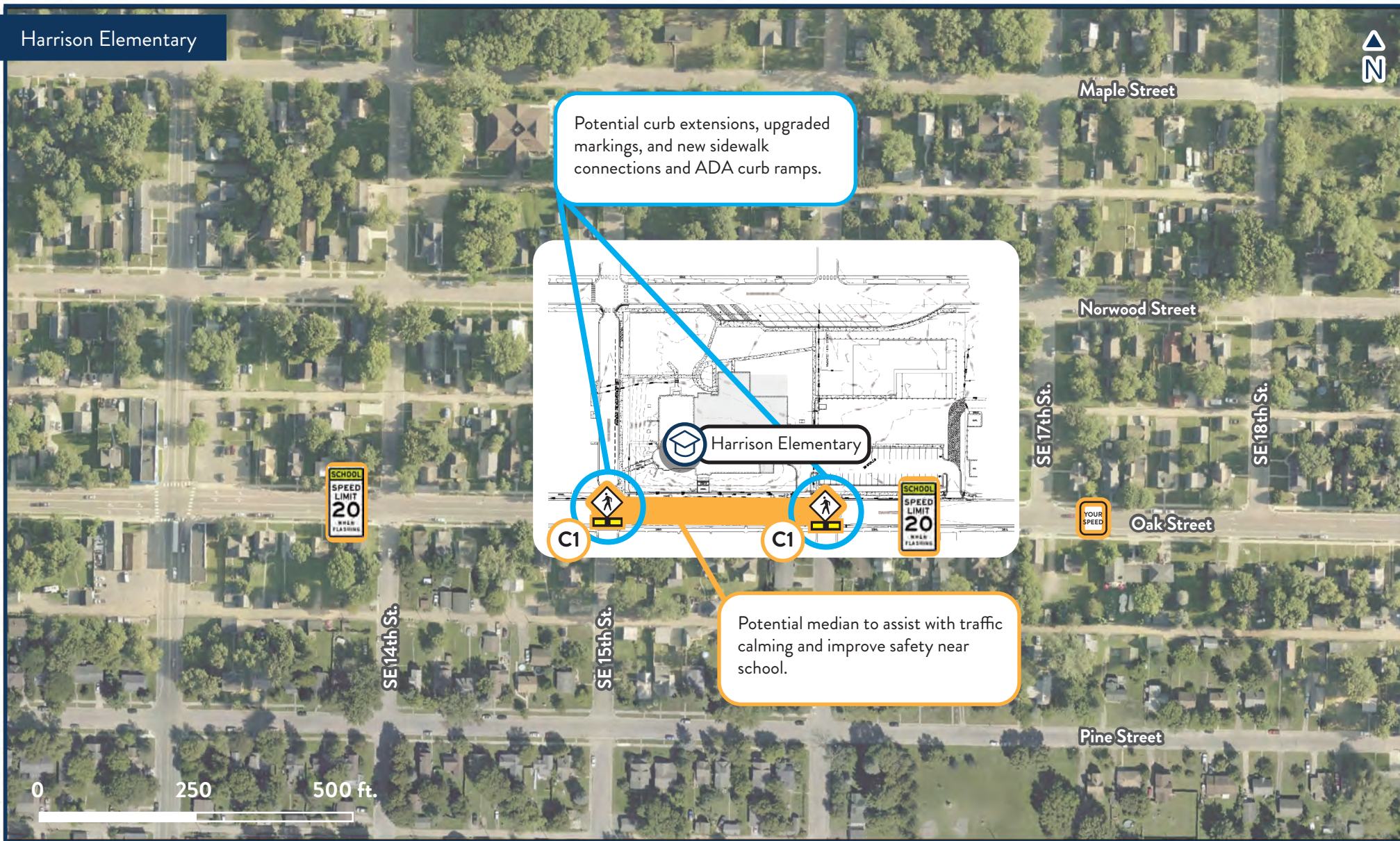
Table 1. Proposed Projects

Harrison Elementary School				
C1	Oak Street – SE 15th Street and SE 16th Street	Intersection	Crossing improvements - includes curb extensions, upgraded crossing markings, and new sidewalk connections and ADA curb ramps. Includes potential median to assist with traffic calming and improving safety near the school.	\$295,000 - \$420,000
SE1	Oak Street	Sign Enhancements	Various signs/systems to enhance safety and visibility of infrastructure.	\$5,000 - \$95,000
Lowell Elementary School				
C1	H Street NE – 3rd Avenue NE and 4th Avenue NE	Intersection	Crossing improvements - includes curb extensions, upgraded crossing markings, and new sidewalk connections and ADA curb ramps.	\$270,000
SE1	H Street NE	Sign Enhancements	Various signs/systems to enhance safety and visibility of infrastructure.	\$5,000 - \$95,000
Riverside Elementary School				
C1	Williams Street and NW 4th Street	Intersection	Crossing improvements - includes upgraded crossing markings, and new sidewalk connections and ADA curb ramps.	\$25,000

¹ Order does not denote priority.

² Cost estimates for crossing infrastructure does not include pedestrian-scale lighting and were developed using the concept designs produced by SRF Consulting Group. Source: SRF Consulting Group, 2020

Harrison Elementary



Harrison Elementary Proposed Safe Routes to School Projects

Brainerd, MN

Figure 1



Focus School



School Speed Zone Sign



RRFB



Dynamic Speed Sign



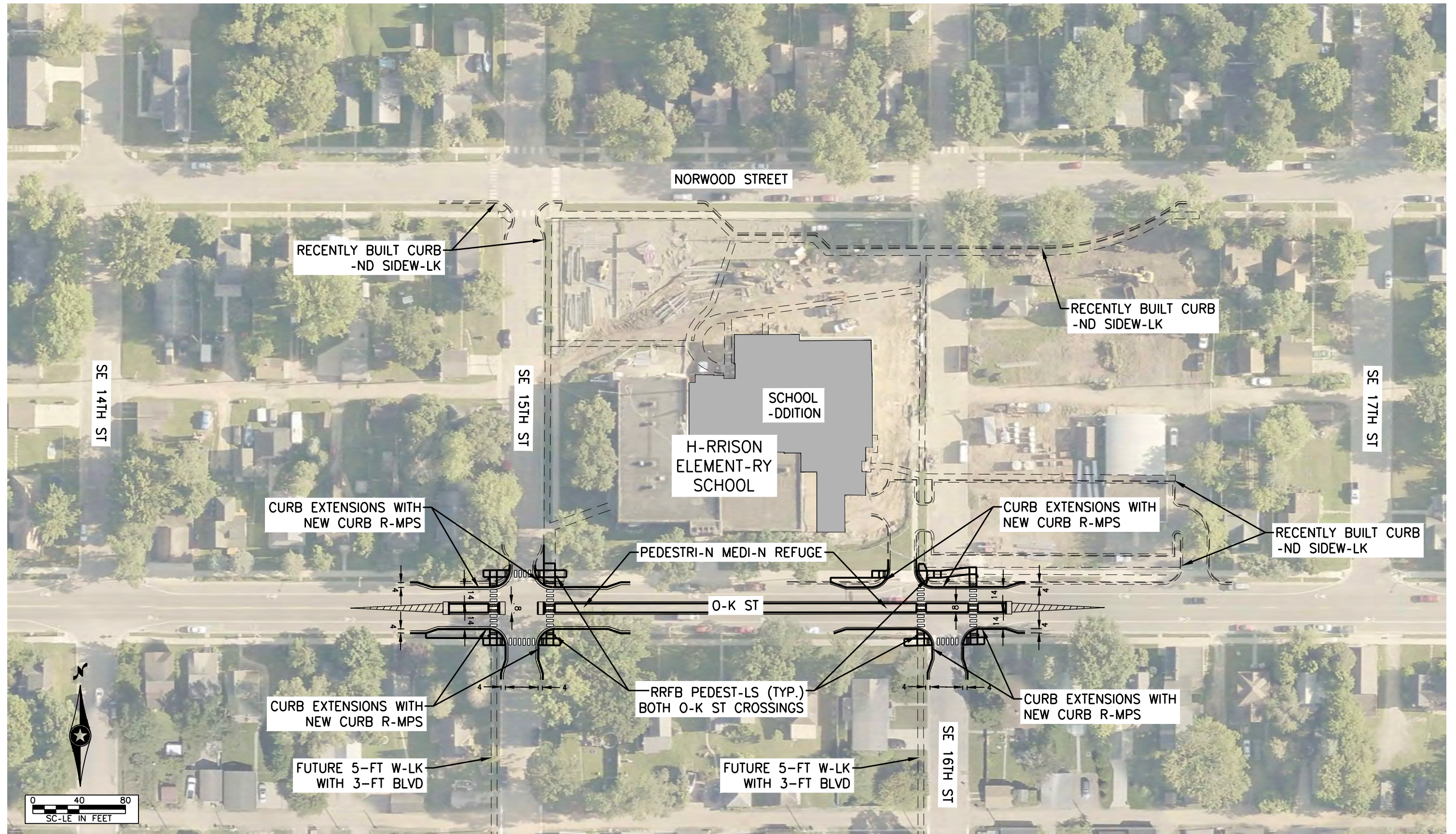
Improvement ID

Note: The site layout for the Harrison school remodel is shown above.

Signs shown on this map correspond to those in the SE1 project.



H:\Projects\1200012667\TrafficStudy\4_Brainerd\CAD\12667_Brainerd Concepts.dwg - HARRISON_3 // 6/7/2021 - 2:33PM



Harrison Elementary School - Option 3

Safe Routes to School
Brainerd, MN



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: Discussion on Downtown Snow Removal and Special Services District

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☒ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☒ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: City Engineer/Interim PW Director Sandy	Department: Public Works
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 15-20 Minutes
Summary of Issue: See the attached memo.	
Alternatives, Options, Effects on Others/Comments: See attached memo.	
Recommended Action/Motion: Discussion and direction as to the future of the Downtown Special Services District. There are three options that staff feel are appropriate from this discussion: 1. Leave the downtown special services district cost splits and service as-is with no changes. 2. Change the cost splits to some split determined by the City Council. 3. Eliminate the downtown special services district in its entirety and perform the service with City staff. Based on the information provided, staff recommends option 1.	
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: Safety and Public Works Committee

FROM: City Engineer/Interim Public Works Director Paul Sandy

DATE: October 5, 2021

SUBJECT: Downtown Special Services District and Downtown Snow Removal Discussion

At the last couple of Committee and Council meetings, downtown business owners, tenants, residents, and others had the opportunity to come and speak about the downtown special services district, the special assessments, and downtown snow removal. They were given this opportunity after staff received feedback from Lois Hensel about the district and requested that the city investigate this issue and possibly modify or discontinue the district entirely. After discussion and public input, staff put together this memo to help reinforce the intent of the district, along with providing the look into the costs, cost splits, special assessments, and the district itself in today's dollars.

Purpose and Intent of the District

As stated at the meetings and within the presentations, the purpose and intent of the district was to provide a higher level of service to the downtown district after requests from the downtown came in to remove snow quicker than city forces would be able to accomplish the same, and further to provide downtown landscaping and beautification after the downtown improvement project was completed in the early 2010's. The district was created due to property owners wanting the additional service and agreeing to pay for all or portions of the cost based on calculations that I will get into further in this memo.

Cost Splits

Currently, downtown business owners pay for 100% of the downtown landscaping and garbage removal as a part of this district. There has been reference made to downtown irrigation being a cost attributed to this district. Currently, irrigation is performed by City staff through use of a tanker and watering hose in lieu of the irrigation. The irrigation system is still functional, however, due to the need to irrigate hanging baskets in the downtown, staff found it easier to irrigate everything the same and have discontinued use of the irrigation last season. This cost

is included in the wage for the summer temporary downtown worker and other staff time to maintain the downtown planters/hanging baskets.

Downtown snow removal, as explained in the attached presentation, is split three-fold. The first being alleys and streets. The **city** covers 46.58% of the alley and street removal (the cost calculated to have street department forces remove the snow) and the **downtown owners** cover 53.42% of the remaining costs (calculated as the amount of the downtown contractor to remove snow minus the cost of what it would take the city to remove the snow). This is considered to special benefit and the higher level of service.

The **downtown owners** cover 100% of the sidewalk snow removal. The city does not remove snow from sidewalks in Brainerd, and only removes snow on separated trails. Therefore, 100% of this cost constitutes a special benefit to the downtown business owners and a cost they would incur if the service ceased to exist.

The **city** covers 100% of the free and leased parking lot snow removal through its parking lot fund.

Staff wants to ensure that the council is fully aware of the splits, how and why they are calculated the way they are, and what the methodology for calculating as to prevent misinformation on the assessment amounts.

Property Owner Concerns

At both public hearings, we heard concerns from Lois Hensel regarding the downtown special services district. The concerns or thoughts can be summarized into the following items:

1. The special services portion of the district can be taken over by the Parks and Recreation Department.
2. Dissolution of the 30-year ordinance regarding special services and downtown snow removal assessments.
3. The city should be removing snow from the streets. No other City in the state of Minnesota has a district like this or who hires out subcontractors for plowing/snow removal then passes the additional costs onto property owners.
4. If the ordinance stays in place, assess all benefitting entities which includes but is not limited to City of Brainerd, every business entity, every apartment dweller, and every visitor.
5. The assessment puts a disproportionate burden on owner/operators who don't have anyone to help pass the cost onto such as renters/tenants.
6. There is no ordinance for downtown landscaping/garbage removal.
7. Every business downtown pays an equal share, and the assessment is not based on front footage.
8. There is no value in having the snow removed faster or getting plowed first. People are not rushing into town. I have also experienced customers being used to snow plowed into the middle of the street until it can be removed which in heavy snow falls may be up to two days.
9. Businesses are not generating the garbage downtown; the users and tenants of downtown are generating the garbage.
10. Other businesses have gone above and beyond in taking care of landscaping.

Other business owners (2) expressed interest in keeping the district, but also wanted the numbers and cost splits looked at.

I would like to address each of these issues separately to help navigate each issue and question and provide some background.

In the beginning, staff gave three options for the council to consider, that is to completely dissolve the district, modify the cost splits based on new data, or keep it the same. Staff's recommendation since the start of this conversation has been to keep it the same, based on the information calculated further in this memo.

The city parks department taking over the district has been an item of discussion in the past, however, this does not resolve the fact that the direction has been that it is still considered a special service, in thus the city council has directed staff to assess the costs thereof. The fact that if the parks department takes it over someday does not change the notion that the council may still want to assess for those special services in the future. Staffing capacity also must be considered when looking at this direction, if the council wants to pursue this course.

The City cannot assess every business entity, every apartment dweller, and every visitor. The city assessed the property owner of record on property taxes for the costs of the district as calculated. Businesses that rent, apartment dwellers, and visitors do not have tax statements to be collect assessments, and therefore, this proposition would be impossible. It is assumed that most property owners pass these assessments on to tenants/renters in some form or fashion.

The city can certainly take on this responsibility for plowing. This will be a reduction of service to the entire city, as this would take our plow staff more time. It would take most of the downtown to say that the service should be dissolved, and they are willing to take on a lesser level of service. This change does not happen overnight, and would take a season to implement fully as we change plow routes, responsibilities, and examine the impact to other sensitive areas for plowing around schools, hospitals, etc. Right now, our whole staff is trained on a route that does not include downtown. This would take some time to re-route trucks and personnel and re-train them so we can keep the level of service disruption to a minimum with this additional task. Right now, we have only heard from one owner/tenant/etc. in the downtown district that they have an issue with this service.

All cities do things very differently. If you look at our City Charter, Brainerd is unique in many areas, as are other cities in other areas. Just because no other city does it, it does not mean we shouldn't do it this way. We are legally authorized in state statute to assess for special benefit of the district.

Staff has provided the information attached to this memo in each of the past two meetings, but staff wanted to provide a quick summary of the findings when the costs of the downtown snow removal were compared to what it would cost the city to perform the service. This would indicate the percentage portion the city should pay for the district compared to what should be assessed to benefitting properties:

Cost to Plow 32 Block District Outside of Downtown

Assumes 1.5 hours windrowing and clearing intersections on OT

Assumed 4 hours of hauling after streets are cleared and opened on OT

\$5,747.60

4:00 AM - 5:30 AM

1:00 PM - 5:00 PM

\$199.68/Block

Cost of Contracted 6 Block Central Service District – Streets Only	\$2,695.63 \$449.27/Block
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Cost of City to Crews to Plow and Remove Snow on 6 Block Core	\$1,257.02
<i>Assumes 1 hour of windrowing on OT</i>	3:00 AM – 4:00 AM
<i>Assumes 1 hour of pickup with snow blower and trucks on OT</i>	5:00 PM – 6:00 PM
	\$209.50/Block

**Does not include cleanup of parking lots or service provided to downtown in relation to clearing all snow from sidewalks when plowing streets.*

Old Percentage Cost City Currently Pay of Contract Snow Removal	46.58%
Old Percentage Cost Downtown Owners Pay of Contract Snow Removal	53.42%

New Percentage Cost City Pay of Contract Snow Removal	46.63%
New Percentage Cost Downtown Owners of Contract Snow Removal	53.37%

**Assumes \$209.50/Block city responsibility and \$239.77/Block Owner Responsibility based on above calculations.*

Staff has investigated this issue extensively and feels the splits attributed to owners related to streets and alleys are still comparable to what was adopted long ago and based on new loaded wages of City Street department employees. The city does not remove snow from other sidewalks on behalf of businesses, and therefore staff still feels assessing 100% cost is still warranted. The parking lot fund covers 100% of the costs to remove snow in the free parking areas downtown.

There are also unintended consequences to dissolving or changing the district, including:

- Maintenance and beautification downtown do not continue to level it has been (flowers, garbage receptacles, snow removal, etc.).
- Snow removal treated like the rest of the commercial and residential districts (windrowed to middle, sidewalks become property owner responsibility, snow gets left after sidewalk shoveling, snow pickup happens 24-48 hours later, sidewalk snow left at curb, etc.).
- Level of service downtown decreases (snow removal and landscaping).
- The need to change City-wide snow removal practices to fit downtown in the schedule (streets, parking lots, and alleys) – decreases level of service City-wide.
- Alley's snow covered and last priority for City.
- Sidewalks/streets/alleys/parking lots not cleaned in as timely of a manner (currently, downtown is completely removed of snow by noon after an event).

Staff intends for this information to help guide the committee and council in their decision. Based on this information, staff still recommends the Council leave the district in tact with the original cost splits, as identified in the above summary.

CONTRACTING OF SNOW REMOVAL IN CENTRAL BUSINESS DISTRICT
2020/2021 - 4" Snow Event

CITY COST FOR PLOWING AND REMOVING 32 BLOCKS IN CENTRAL BUSINESS DISTRICT (STREETS ONLY)

EQUIPMENT	EQUIP HOURS	EQUIP COST	LABOR REG HOURS	LABOR OVERTIME	LABOR PLUS BENIFITS	TOTAL COST
112 (Glen)	5.5	\$85.00	0	5.5	\$55.47	\$925.13
113 (Darrei)	5.5	85.00	0	5.5	49.71	877.61
115 and 168 (Marv)	4	145.00	0	3	51.63	812.34
108 (Mike)	4	70.00	0	3	44.22	478.99
109 (Chad)	4	70.00	0	3	41.08	464.86
103 (Bob)	4	70.00	0	3	46.98	491.41
105 (Shawn)	4	70.00	0	3	60.34	551.53
106 (Jason)	4	70.00	0	3	45.25	483.63
115 (Gary)	5.5	75.00	0	3	55.47	662.12
						\$5747.60

NUMBER OF BLOCKS PLOWED AND SNOW REMOVED: 32
COST PER BLOCK: \$5,747.60 / 32 = \$179.61 PER BLOCK

COST OF CONTRACTING 6 BLOCKS OF CENTRAL BUSINESS DISTRICT (STREETS ONLY)

TOTAL COST OF CONTRACTING (Streets Only): \$2695.63
NUMBER OF BLOCKS PLOWED AND SNOW REMOVED: 6
COST PER BLOCK: \$2695.63 / 6 = \$449.27 PER BLOCK

COST TO HAVE CITY CREWS REMOVE SNOW 6 ADDITIONAL BLOCKS ON OVERTIME

EQUIPMENT	EQUIP HOURS	EQUIP COST	LABOR REG HOURS	LABOR OVERTIME	LABOR COST	TOTAL COST
112 (Glen)	1	\$85.00	0	1	\$55.47	\$168.21
113 (Darrei)	1	85.00	0	1	49.71	159.57
115 and 168 (Marv)	1	145.00	0	1	51.63	222.45
108 (Mike)	1	70.00	0	1	44.22	136.33
109 (Chad)	1	70.00	0	1	41.08	131.62
103 (Bob)	1	70.00	0	1	46.98	140.47
105 (Shawn)	1	70.00	0	1	60.34	160.51
106 (Jason)	1	70.00	0	1	45.25	137.88
115 (Gary)	1	75.00	0	1	55.47	158.21
						\$1257.02

NUMBER OF BLOCKS PLOWED AND SNOW REMOVED: 6
COST PER BLOCK: \$1,257.02 / 6 = \$209.50 PER BLOCK

Downtown Snow Removal and Special Services District Informational Session

Paul Sandy – City Engineer/Interim Public Works Director

David Chanski – Community Development Director

Shawn Middagh – Street and Sewer Foreman

Outcomes and Discussion Points

- Downtown Snow Removal and Special Services District – What is it?
 - Snow Removal
 - Special Services
- Purpose of the District
- District Cost Allocation and Assessment Procedures
- What we have been Hearing
- Open Forum
- Conclusion and Next Steps

Snow Removal District – Creation and Purpose

- Established by Ordinance 884 and amended by Ordinance 918
 - Sidewalk snow removal assessed 100% to adjacent properties.
 - Street snow removal assessed at a rate calculated as the difference between the contracted cost to remove snow minus the cost for City forces to remove the snow from the streets.
- District:
 - Laurel Street – S 6th Street to S 8th Street
 - S 7th Street – Maple Street to Front Street
 - Front Street – S 6th Street to S 8th Street
 - Downtown Parking Lots (Laurel Street, Burlington Northern, and Front/7th Street)
 - Downtown Alleys
 - Sidewalks Adjacent to Streets in District
- The District was created after downtown businesses at the time wanted a higher level of service for snow events than the City would typically provide others (in commercial or residential areas).
- The Contractor does not get called in unless 4 or more inches fall or is anticipated to fall. City forces take care of all other times at the City cost.

Special Services District – Creation and Purpose

- Created to Pay the Cost for Downtown Landscaping Maintenance and Garbage Pickup in Receptacles Downtown
 - Landscaping and cleanup used to be contracted completely to outside entities.
 - Recent years have led to the City hiring a downtown maintenance temporary employee and simply purchasing flowers for the urns and hanging baskets on the light poles.
 - This was requested by the downtown businesses to help beautify downtown.
 - Some businesses choose to go over and above by assisting the City to beautify certain areas in front of their business. This practice has become more prevalent downtown.

Snow Removal District - Total Historical Costs

Downtown Snow Removal Costs					
Year	Inches of Snow Invoiced	Sidewalk Cost	Street and Lot Cost	Total Cost	Average Cost/Inch
2000-2001	33.5	\$ 3,417.00	\$ 21,573.50	\$ 24,990.50	\$ 745.99
2001-2002	39	\$ 3,978.00	\$ 25,185.00	\$ 29,163.00	\$ 747.77
2003-2004	26.5	\$ 2,557.50	\$ 16,300.00	\$ 18,857.50	\$ 711.60
2004-2005	19.5	\$ 1,932.50	\$ 12,500.00	\$ 14,432.50	\$ 740.13
2005-2006	8	\$ 765.00	\$ 5,100.00	\$ 5,865.00	\$ 733.13
2006-2007	35	\$ 3,765.00	\$ 20,100.00	\$ 23,865.00	\$ 681.86
2007-2008	29	\$ 3,135.00	\$ 20,900.00	\$ 24,035.00	\$ 828.79
2008-2009	48	\$ 5,270.00	\$ 35,000.00	\$ 40,270.00	\$ 838.96
2009-2010	12	\$ 1,810.00	\$ 10,600.00	\$ 12,410.00	\$ 1,034.17
2010-2011	36.5	\$ 5,642.50	\$ 31,850.00	\$ 37,492.50	\$ 1,027.19
2011-2012	9	\$ 1,375.00	\$ 7,900.00	\$ 9,275.00	\$ 1,030.56
2012-2013	46	\$ 7,090.00	\$ 40,200.00	\$ 47,290.00	\$ 1,028.04
2013-2014	24.3	\$ 4,341.00	\$ 23,100.00	\$ 27,441.00	\$ 1,129.26
2014-2015	5.3	\$ 1,210.00	\$ 5,595.00	\$ 6,805.00	\$ 1,283.96
2015-2016	9	\$ 2,310.00	\$ 10,285.00	\$ 12,595.00	\$ 1,399.44
2016-2017	21	\$ 5,073.74	\$ 26,101.56	\$ 31,175.30	\$ 1,484.54
2017-2018	45	\$ 10,903.33	\$ 54,629.72	\$ 65,533.05	\$ 1,456.29
2018-2019	59	\$ 15,956.97	\$ 76,873.35	\$ 92,830.32	\$ 1,573.40
2019-2020	50	\$ 13,888.16	\$ 69,441.02	\$ 83,329.18	\$ 1,666.58
2020-2021	37	\$ 10,839.74	\$ 51,652.43	\$ 62,492.17	\$ 1,688.98

Snow Removal District – Cost Allocation

- Costs are First Attributed by Percentage Area of Each Feature Downtown (excluding sidewalks assessed at 100%)
 - Streets - %50.3423
 - Alleys - %14.3385
 - Parking - %35.3192
- Streets and Alleys – City pays 46.58% of the Area Splits.
- Streets and Alleys – Property Owners pay 53.42% of Area Splits (Assessed).
- Parking – Parking Lot Fund (City) pays 100% of Area Splits.
- Sidewalks – Property Owners pay 100% of Sidewalk Removal.
- The assessed 53.42% of Streets, Alleys, and Sidewalks Snow Removal is converted to an assessment rate per foot abutting each property. There is 3,260 front feet of private property within the district.
- The City pays its share of the front footage assessment rate for front footage at City owned parking lots and alleys.
- Rate Splits for Streets is based on the difference of how much it would cost for the City to remove snow downtown along with the rest of the City. If the City performed this contracted function, level of service downtown and on other streets would **decrease** based on increased workload by street department staff.

Snow Removal District – Historical Allocations

Downtown Snow Removal Historical Allocations and Assessments						
Year	Inches of Snow Invoiced	Street and Sewer Fund (City)	Parking Lot Fund (City)	Private Property (Assessed)	Total	Combined Assessment Rate (Street and Sidewalk)
2000-2001	33.5	\$ 6,930.06	\$ 8,898.27	\$ 9,162.17	\$ 24,990.50	\$ 3.07
2001-2002	39	\$ 8,089.71	\$ 10,243.07	\$ 10,830.22	\$ 29,163.00	\$ 3.58
2003-2004	26.5	\$ 5,235.01	\$ 6,627.45	\$ 6,995.04	\$ 18,857.50	\$ 2.31
2004-2005	19.5	\$ 4,013.34	\$ 5,079.08	\$ 5,340.07	\$ 14,432.49	\$ 1.77
2005-2006	8	\$ 1,636.44	\$ 2,069.56	\$ 2,159.00	\$ 5,865.00	\$ 0.71
2006-2007	35	\$ 6,481.69	\$ 8,243.01	\$ 9,140.30	\$ 23,865.00	\$ 3.04
2007-2008	29	\$ 6,706.18	\$ 8,481.14	\$ 8,847.68	\$ 24,035.00	\$ 2.92
2008-2009	48	\$ 11,231.30	\$ 14,205.17	\$ 14,833.52	\$ 40,269.99	\$ 4.90
2009-2010	12	\$ 3,428.62	\$ 4,375.03	\$ 4,606.35	\$ 12,410.00	\$ 1.68
2010-2011	36.5	\$ 10,310.79	\$ 13,169.24	\$ 14,012.47	\$ 37,492.50	\$ 5.11
2011-2012	9	\$ 2,556.41	\$ 3,263.64	\$ 3,454.95	\$ 9,275.00	\$ 1.26
2012-2013	46	\$ 13,012.57	\$ 16,618.11	\$ 17,659.32	\$ 47,290.00	\$ 6.44
2013-2014	24.3	\$ 7,488.83	\$ 9,579.99	\$ 10,372.17	\$ 27,440.99	\$ 3.78
2014-2015	5.3	\$ 1,820.66	\$ 2,338.64	\$ 2,645.70	\$ 6,805.00	\$ 0.96
2015-2016	9	\$ 3,350.51	\$ 4,308.89	\$ 4,935.60	\$ 12,595.00	\$ 1.80
2016-2017	21	\$ 8,469.16	\$ 10,844.25	\$ 11,861.89	\$ 31,175.30	\$ 4.32
2017-2018	45	\$ 17,737.88	\$ 22,729.44	\$ 25,065.73	\$ 65,533.05	\$ 9.13
2018-2019	59	\$ 24,986.60	\$ 32,055.04	\$ 35,788.68	\$ 92,830.32	\$ 13.04
2019-2020	50	\$ 22,548.24	\$ 28,895.19	\$ 31,885.75	\$ 83,329.18	\$ 11.62
2020-2021	37	\$ 16,793.96	\$ 21,551.90	\$ 24,146.31	\$ 62,492.17	\$ 8.80

Special Services District

- Created to Pay the Cost for Downtown Landscaping Maintenance and Garbage Pickup in Receptacles Downtown
- Historically, the City had hired a landscaping and maintenance contractor to perform all the duties of landscaping, providing flowers, weeding, picking up trash, etc. in the downtown district.
- More recently, the City has hired a downtown maintenance summer employee to provide this service, along with City staff simply procuring the landscape materials and planting utilizing staff time.
- This change has been largely communicated to the downtown property owners and has received good feedback.

Special Services District – Total Historical Costs

Downtown Special Services Cost (Landscaping and Garbage)				
Year	Private Property	Parking Lot Fund	Total Cost	Assessment Rate
2010-2011	\$ 12,225.35	\$ 1,675.19	\$13,900.54	\$ 4.45
2011-2012	\$ 15,687.05	\$ 2,149.54	\$17,836.59	\$ 5.72
2012-2013	\$ 13,674.00	\$ 1,873.70	\$15,547.70	\$ 4.98
2013-2014	\$ 14,418.84	\$ 1,975.76	\$16,394.60	\$ 5.25
2014-2015	\$ 11,143.85	\$ 1,527.00	\$12,670.85	\$ 4.06
2015-2016	\$ 11,918.48	\$ 1,633.14	\$13,551.62	\$ 4.34
2016-2017	\$ 13,901.23	\$ 1,904.83	\$15,806.06	\$ 5.06
2017-2018	\$ 13,901.23	\$ 1,904.83	\$15,806.06	\$ 5.06
2018-2019	\$ 15,810.64	\$ 2,166.47	\$17,977.11	\$ 5.76
2019-2020	\$ 9,163.32	\$ 1,255.61	\$10,418.93	\$ 3.34
2020-2021	\$ -	\$ -	\$ -	\$ -

What we Have been Hearing

- There may be an interest from some owners to change the way we have done things
- Potential Pitfalls
 - Maintenance and beautification downtown does not continue to levels it has been (flowers, garbage receptacles, snow removal, etc.).
 - Snow removal treated like the rest of the commercial and residential districts (windrowed to middle, sidewalks become property owner responsibility, snow gets left after sidewalk shoveling, snow pickup happens 24-48 hours later, sidewalk snow left at curb, etc.).
 - Level of service downtown decreases (snow removal and landscaping).
 - The need to change City-wide snow removal practices to fit downtown in the schedule (streets, parking lots, and alleys) – decreases level of service City-wide.
 - Alley's snow covered and last priority for City.
 - Sidewalks/streets/alleys/parking lots not cleaned in as timely of a manner (currently, downtown is completely removed of snow by noon after an event).

Open Forum

- We would like to take this opportunity to have business owners react to this information and provide input to the City.
- From this input, we can formulate next steps collectively.

Next Steps

**AN ORDINANCE ESTABLISHING A DOWNTOWN SIDEWALK
SNOW REMOVAL ASSESSMENT DISTRICT**

Ordinance No. 884

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

Purpose: The purpose of this ordinance is to provide timely snow removal from the streets and sidewalks in the core area of the Central Business District through contracting the removal of snow from sidewalks during declared snow emergencies and to assess said costs to the benefitting property owners.

SECTION ONE:

1. Sidewalk snow removal assessment district.

The district shall consist of all sidewalks abutting on the following streets:

Front Street from South 6th Street to South 8th Street
Laurel Street from South 6th Street to South 8th Street
Maple Street from South 6th Street to South 8th Street
South 7th Street from Front Street to Maple Street
East side of South 6th Street from Front Street to Maple Street
West side of South 8th Street from Front Street to Maple Street

2. Snow Removal

The city of Brainerd shall contract the removal of snow from the Sidewalk Snow Removal Assessment District effective on the date this ordinance takes effect.

The contracted snow removal will occur only during declared snow emergencies as defined by Brainerd City Code Section 1315.

Accumulations of snow which do not necessitate the declaration of a snow emergency and accumulations of ice shall be removed by the property owner in accordance with Ordinance No. 874, an ordinance amending Section 2010 of the Brainerd City Code pertaining to snow removal in the downtown area of Brainerd.

SECTION TWO:

1. Assessable costs.

A. Snow removal on sidewalks listed in section one.

B. Administrative cost of City staff.

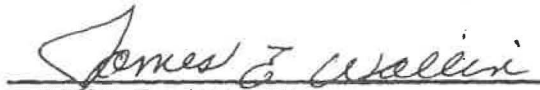
2. Assessment formula.

A. The assessments to be levied against properties within the sidewalk snow removal district shall be distributed to those properties on the basis of front footage of property owned.

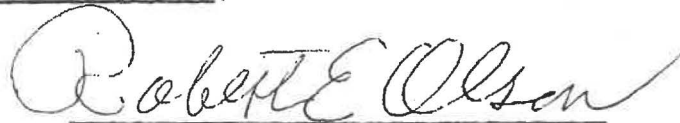
B. The "Assessment Rate" per foot of property owned shall be determined by taking the sum of all assessable costs and dividing by the sum of front footage of property abutting the sidewalk snow removal assessment district.

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

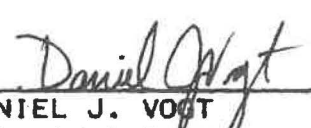
Adopted this 16th day of January, 1990.


JAMES E. WALLIN
President of City Council

Approved this 17th day of January, 1990.


ROBERT E. OLSON
Mayor

ATTEST:


DANIEL J. VOIGT
City Administrator

Published One Time: January 19, 1990

**AN ORDINANCE AMENDING ORDINANCE NO. 884
PERTAINING TO DOWNTOWN SNOW
REMOVAL ASSESSMENT DISTRICT**

Ordinance No. 918

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

Purpose: The purpose of this ordinance is to provide timely snow removal from the streets and sidewalks in the core area of the Central Business District through contracting the removal of snow from sidewalks and streets during declared snow emergencies and to assess said costs to the benefitting property owners.

SECTION ONE:

1. Snow Removal Assessment District.

The district shall consist of all the following streets and the abutting sidewalks:

Front Street from South 6th Street to South 8th Street
Laurel Street from South 6th Street to South 8th Street
Maple Street from South 6th Street to South 8th Street
South 7th Street from Front Street to Maple Street

2. Snow Removal.

The city of Brainerd shall contract the removal of snow from the Snow Removal Assessment District effective on the date this ordinance takes effect.

The contracted snow removal will occur only during declared snow emergencies as defined by Brainerd City Code Section 1315.

Accumulations of snow which do not necessitate the declaration of a snow emergency and accumulations of ice shall be removed from sidewalks by the property owner in accordance with Ordinance No. 874, an ordinance amending Section 2010 of the Brainerd City Code pertaining to snow removal in the downtown area of Brainerd. Following these accumulations of less than 4", the snow shall be removed from the streets by City forces.

SECTION TWO:

1. Assessable costs.

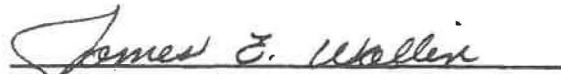
- A. Snow removal from sidewalks listed in Section One.
- B. The difference between the contracted cost of removing snow from the streets listed in Section One and the average cost for City forces to remove the snow from the streets.
- C. Administrative cost of City staff.

2. Assessment formula.

- A. The assessments to be levied against properties within the snow removal district shall be distributed to those properties on the basis of front footage of property owned.
- B. The "Assessment Rate" per foot of property owned shall be determined by taking the sum of all assessable costs and dividing by the sum of front footage of property abutting the snow removal assessment district.

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

Adopted this 16th day of December, 1991.


JAMES E. WALLIN
President of City Council

Approved this 17th day of December, 1991.


BONNIE K. CUMBERLAND
Mayor

ATTEST:


DANIEL J. VOGT
City Administrator

Published One Time: December 26, 1991



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: Discussion on Street Light Policy

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☒ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☒ Direction Requested ☒ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: City Engineer/Interim PW Director Sandy	Department: Engineering
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 20-30 Minutes
Summary of Issue: As a continuation of an on-going conversation, staff has put together a draft street light policy along with a memo in which outlines some potential options for changes to standard lighting seen around the City.	
Alternatives, Options, Effects on Others/Comments: Staff would like to have some discussion with the committee regarding the policy and the options set forth tonight. Once a direction is known, both with the policy and options for changed lighting around the City, staff would prepare a final draft of the Street Light Policy and bring back costs for the more decorative lighting to a future meeting. This would include a comparison of capital costs of current lighting infrastructure compared to any new options the committee may want to see. Staff can also pull up some websites at the meeting to help look at other options that are available, if necessary.	
Recommended Action/Motion: Discussion and direction on the draft policy and options for decorative lighting standards city-wide.	
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 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/Public Works Director, the Brainerd Public Utilities Superintendent, 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 incidental work. The City shall pay operation and maintenance for the lighting system once it is accepted as complete by the City and Brainerd Public Utilities.

PLAN APPROVAL -All lighting plans are submitted to the City and Brainerd Public Utilities for review with the approval of street lighting plans as determined by Brainerd Public Utilities Commission's Superintendent and the City Engineer/Public Works Director.

B. NEW SUBDIVISIONS

1. *Residential streets*

Lighting units shall be placed at intersections, with a minimum of 380 feet between lighting units where intersections are more than 760 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 350 feet.

Developers shall also install lighting units to City Standards at the intersections of residential streets with collector streets.

Inset Residential Street Standard here

2. *Arterial and Collector Streets in Residential Areas*

Lighting units shall be placed at intersections and spaced a minimum of 190 feet between lighting units where intersections are more than 380 feet apart, with lighting typically alternating from one side to the other depending on the width of the street.

Insert Arterial/Collector Street Standard here.

3. ***Industrial Areas***

Lighting units shall be placed at intersections and spaced no more than 450 feet between lighting units where intersections are more than 900 feet apart.

Insert Industrial Lighting Standard here.

4. ***Commercial Areas***

Lighting units shall be placed at intersections and spaced a minimum of 190 feet between lighting units where intersections are more than 380 feet apart, with lighting units alternating from one side to the other depending on the width of the street.

Insert Arterial/Collector Street Standard here.

5. ***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 lighting unit standards shall be per Brainerd Public Utilities Commission's recommendations and generally as follows:

Insert Pedestrian Walkway/Trail Standard here.

6. ***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/Public Works Director'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.

The City Council, at its discretion, may approve new lighting on roadways outside of warrant analysis or upon reconstruction of existing light systems during roadway reconditioning or reconstruction projects.

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 380 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 streetlights 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 incidental 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/Brainerd Public agreements.

In existing developments, new lighting units shall be ***Insert Residential Street Standard.***

D. COUNTY HIGHWAYS

1. Lighting units shall be placed in intersections when the street light warrants, as established by Crow Wing County Highway Department, have been met. If warrants are met, per County policy, the County and City divide the total cost of street lighting systems based on the jurisdiction of legs contributing to the intersection (i.e. two legs of County Road and 2 legs of City Street, costs would be split 50/50, etc.)
2. Additional lighting units may be placed and spaced a minimum of 190 feet between lighting units where intersections are more than 380 feet apart with lighting typically alternating from one side to the other depending on the width of the street. The city is responsible for the entire cost of constructing street lighting systems that do not meet County warrants.
3. Lighting units at intersections may be approved by City Council if warrants are not met, per Crow Wing County and the City Engineer/Public Works Director, if property owners petition the City and pay for the up-front capital cost for light installation.
4. The city is responsible for the cost difference between installing standard lighting and aesthetically enhanced street lighting systems.
5. Costs of on-going operation and maintenance are typically handled through a cost share agreement negotiated between the City and County.

Insert Arterial/Collector Street Standard here.

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 Brainerd Public Utilities.

2. Existing Subdivisions

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

3. Collector/Arterial Streets

New lighting units 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.

4. Industrial Areas

New lighting units 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.

5. 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, poles, wiring, or conduit is a maintenance cost to Brainerd Public Utilities.

C. OPERATING COSTS

1. The cost of power for street lighting is provided by the City of Brainerd to Brainerd Public Utilities.

D. MAINTENANCE COSTS

- I. Brainerd Public Utilities donates the cost of re-lamping and routine maintenance services for street lighting as provided by Brainerd Public Utilities, as part of contributions from Brainerd Public Utilities to the City as agreed upon.



MEMO

TO: Safety and Public Works Committee

FROM: City Engineer/Interim PW Director Sandy

DATE: October 11, 2021

SUBJECT: Street Light Policy and Standards

At previous committee meetings, the Safety and Public Works Committee has been looking to create and implement a Street Light Policy. Within the policy, there are standards related to street light design in residential, commercial, and industrial areas, cost share policies, and spacing requirements that help direct staff on when and where certain lights would be warranted. Staff asked that a policy be created after many street light request forms are submitted by residents and businesses annually. It also gives the committee and council the opportunity to look at the current street light designs and make modifications to the street light design/look/feel for future projects.

A draft of the policy is attached to this memo. Within this memo, staff would like to outline what currently exist for streetlights in residential/commercial/industrial areas and some ideas for new lights in these districts as we move into the future. Once a design type is determined, staff would work with Brainerd Public Utilities staff to price out new lights and compare them to what the capital cost for placement of existing lights.

Existing Street Lights

Currently, streetlights can be lumped into two major categories, those being residential lights and commercial/arterial/collector streetlights. An example of each can be seen below. The city also has special lighting on Laurel Street and within the downtown district. This can be considered a special lighting district, and portions of the cost for these lights were paid by adjacent property owners.

Below are examples of what exist today. Further in this memo, staff will outline some different ideas for luminaries that could be placed in the future if the council desires.



Laurel Street and Downtown Decorative Street Light (Current)



Commercial/Industrial/Arterial/Collector Street Light (Current)



Residential Street Light (Current)

New Potential Street Lights

Staff has pulled together some examples of what the Council could consider for each type of use in the policy including a residential design standard, commercial/arterial/collector design standard, and an industrial design standard. Staff did not get examples of what could be used in special lighting districts, as those districts are usually set up during design of a district and lighting options presented at those times.



Potential New Residential Street Light Luminaires

*Would be placed on a black or dark bronze direct bury fiberglass or aluminum pole.



City of Crosby Decorative Roadway Light
Example of New Commercial/Arterial/Collector Street Light

*Would be placed on a black or dark bronze direct bury fiberglass or aluminum pole.



City of Little Falls Decorative Roadway Light
Example of New Commercial/Arterial/Collector Street Light

*Would be placed on a black or dark bronze direct bury fiberglass or aluminum pole.



Example of New Commercial/Arterial/Collector Street Light

*Would be placed on a black or dark bronze direct bury fiberglass or aluminum pole.



Example of New Commercial/Arterial/Collector Street Light

*Would be placed on a black or dark bronze direct bury fiberglass or aluminum pole.



Recommended Industrial Roadway Light

Conclusion

From this discussion, staff hopes to solidify the Street Light Policy and bring back a draft final version for the Committee and Council to review.



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: Discussion of Sober Homes Issue

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☒ SPW COMMITTEE ☐ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☒ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: Community Development Director	Department: Community Development
Presenter (Name & Title): CDD, City Engineer, & City Attorney	Estimated Time Needed: 30 minutes
Summary of Issue: After receiving the recommendations from the Planning Commission regarding sober home regulations on October 4, the City Council referred the issue to the Safety & Public Works Committee for further discussion.	
Alternatives, Options, Effects on Others/Comments: See attached memos for further information.	
Recommended Action/Motion: At this time, staff is not recommending any further changes to the regulation of sober homes beyond the implementation of Request for Accommodation forms or changes to the street in regards to speed limits or on-street parking.	
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: Safety & Public Works Committee

FROM: David Chanski, Community Development Director

DATE: October 18, 2021

RE: Discussion of Sober Homes Issue

Background

The issue of sober home regulations was first brought before the City in 2017. The City Council charged the Planning Commission with reviewing the issue on February 6 of that year. On May 15, 2017, the City Council confirmed the Commission's recommendation to reject the regulation of sober homes based on the following reasons:

- Nuisance activities would be regulated under the rental housing code.
- This use cannot be singled out in a way that is significantly different than other uses that would go on legally because of Supreme Court divisions.
- If issues arise in the future, the Commission reserves the right to look at this use as a use similar to group homes but at this time there is no evidence that this activity will be anywhere near as intense as a group home.

On May 19, 2021, the Planning Commission resurrected the issue after some concerns regarding existing sober homes were received, holding discussion and hearing from the public regarding the regulation of sober homes. On June 7, the City Council, again, directed the Planning Commission to work with staff and City Attorney Joe Langel to consider the issue of sober home regulations.

Planning Commission Review

Upon direction of the City Council, the Planning Commission held discussion during their July 21 and September 15 meetings regarding the issue of sober homes with staff and City Attorney Joe Langel. Prior to the July 21 meeting, the Planning Commission drafted a number of questions for Attorney Langel to consider and prepare answers to. These questions were:

- What makes a sober home under the law?
- What would be a good definition of sober home that could be placed in the City Code?
- Can the density of sober homes (how many individuals within a home) be regulated?
- Can parking restrictions be imposed on sober homes?
- Can proximity restrictions be placed on sober homes?

- If so, what is reasonable?
- The FFHA mentions “reasonable accommodation.”
 - What does that mean?
 - Should the City have an application requesting reasonable accommodation in order for a sober home to have more than 4 unrelated persons living in the same house?
 - If the City enacts a reasonable accommodation application, what should the review process look like? Can conditions be imposed?
- How are sober homes different than residential care facilities and boarding houses?
- Can tenants of a sober home be considered in a different “class” than the average renter?
 - I think what was being asked is can we put different regulations on sober home tenants than regular residential rental tenants?
- Can the City put a moratorium on sober homes and, if so, what would that look like?

The memo from Attorney Langel that was submitted to the Planning Commission addressing these questions is attached. Mr. Langel walked the Commission through his findings during the July 21 meeting. The video recording of the discussion can be found [here](#) on the City’s YouTube channel. As a result of this discussion, the Planning Commission directed staff to draft Request for Reasonable Accommodation forms.

The Commission held one more discussion with staff and Attorney Langel during their September 15 meeting (video recording can be found [here](#)). After this discussion, the Commission made its formal recommendation to the City Council to adopt the Request for Reasonable Accommodation forms and take no further regulatory action at this time.

The City Council adopted the forms during their meeting on October 4. Additionally, the City Council voted to refer the issue of sober home regulations to the Safety & Public Works Committee for further consideration.

Safety & Public Works Committee Discussion

During the Safety & Public Works Committee meeting on Monday, October 18, Community Development Director Chanski and Attorney Langel will briefly walk the Committee through the findings that were presented to the Planning Commission regarding sober home regulations (most of Attorney Langel’s findings can be found in the attached memo dated July 12, 2021). Additionally, City Engineer/Interim Public Works Director Sandy and Police Chief Bestul have reviewed the concerns brought up by residents as it relates to vehicles travelling over the statutory 30 mph speed limit, on-street parking, and stated safety issues on Tyrol Drive.

Police staff performed some enforcement of speeds and recording of speed data on Tyrol Drive for the week after the meeting and found the top speed of a vehicle in the neighborhood to be 17 mph. Police staff were going to do another week of enforcement and record speed data to see if any outliers exist on the street. The geometry of the street and presence of on-street parking, in staff’s professional opinion, does not allow vehicles to travel near or over the statutory 30 mph speed limit.

At the council meeting on October 4, on-street parking was also brought up as a concern. On-street parking does provide for natural calming of traffic. Upon investigation of cars parked on the street, it was found that a maximum of 5 cars were parked on Tyrol drive at a time. Staff's fear that removal of cars from the street may have unintended consequences of increased speed. Staff do not find that on-street parking is an issue in this neighborhood and may be providing a benefit of traffic calming on the street.

As it relates to City's changing statutory speed limits within corporate boundaries, City's do have the ability to change the statutory speed limit, however state statute still control how a City must document the change and study a proposed change and how it would effect travel around the City from a safety perspective.

2019 legislation permits cities to set speed limits on city streets without a MnDOT traffic study but following various process requirements.

Subd. 5h. **Speed limits on city streets.**

A city may establish speed limits for city streets under the city's jurisdiction other than the limits provided in subdivision 2 without conducting an engineering and traffic investigation. This subdivision does not apply to town roads, county highways, or trunk highways in the city. A city that establishes speed limits pursuant to this section must implement speed limit changes in a **consistent and understandable manner. The city must erect appropriate signs to display the speed limit. A city that uses the authority under this subdivision must develop procedures to set speed limits based on the city's safety, engineering, and traffic analysis. At a minimum, the safety, engineering, and traffic analysis must consider national urban speed limit guidance and studies, local traffic crashes, and methods to effectively communicate the change to the public.**

A speed and traffic study must still be performed in order to lower speed limits. This would take a comprehensive crash, speed, and safety study to examine traffic crashes around the City, look into traffic speeds on all local streets, and set the speed limit based on national guidance and studies. If the City would like to pursue something like this, it would need to hire a firm to count traffic, analyze speeds, and do a comprehensive review of traffic crashes to review if speed was a contributing factor.

Engineer Sandy highlights a couple of sections of the statute, because many metro cities have implemented this 25-mph speed and have seen some interesting results:

1. A city that establishes speed limits pursuant to this section must implement speed limit changes in a consistent and understandable manner – In order to implement a 25-mph City speed limit, the City would need to sign each street at 25-mph off of any major or minor collector or arterial. This is all state aid routes, county roads, and trunk highways. At first blush, this is over 500 signs to post the City in a consistent and understandable approach.
2. A city that uses the authority under this subdivision must develop procedures to set speed limits based on the city's safety, engineering, and traffic analysis – This means we need to perform a city-wide analysis of safety, engineering, and traffic patterns to show the speeding issue. We cannot just lower one street to

25-mph, as this would not fit the consistent and understandable manner criteria. The City must show there is a speeding issue on its local streets.

Staff Recommendations

At this time, staff is not recommending any further changes to the regulation of sober homes beyond the implementation of Request for Accommodation forms or changes to the street in regards to speed limits or on-street parking.

Staff will continue to monitor speeds and any safety issues as they arise in the future to ensure appropriate measures are taken if issues arise. Staff will also continue to monitor the activities of sober homes and bring significant issues to the attention of the City Council should they arise.

MEMORANDUM

TO: David C. Chanski, Community Development Director
Brainerd Planning Commission

FROM: Joseph J. Langel, City Attorney

DATE: July 12, 2021

RE: Sober Homes

A number of questions were posed by the Planning Commission concerning sober homes. The following are my responses to those questions.

1. What makes a sober home under the law?

“Sober homes” are not defined under state or federal law. Rather, they are protected under the Fair Housing Act if they have certain general characteristics:

- They are a “dwelling.” The FHA only applies to dwellings, meaning a building occupied as, or designed or intended for occupancy as, a residence by one or more families. Two factors analyzed to determine whether a building is a dwelling are whether it is intended for occupants to remain for a significant period (longer than one would stay at a motel) and whether the occupants view it as a place to return to during that period. A homeless shelter is not a dwelling, but halfway houses might be.
- The residents are disabled, which in this situation means people who are recovering from drug or alcohol addiction and such addiction substantially limits one or more major life activities. The residents cannot be currently abusing alcohol and/or drugs (because current abusers are not protected under the FHA).
- There is a nexus between the need for housing and treatment of the disability. This is typically shown by asserting that a supportive, sober residential environment is necessary for sobriety and addiction recovery. Courts have recognized this nexus.

2. What would be a good definition of a sober home?

The definition used by St. Paul would work:

“A dwelling unit occupied by more than six persons, all of whom are in recovery from chemical dependency and considered handicapped under the Federal Fair Housing Act Amendments of 1988, that provides a non-institutional residential environment in which the residents willingly subject themselves to written rules and conditions, including prohibition of alcohol and drug use (except for prescription medications obtained and used under medical supervision), intended to encourage and sustain their recovery. The residents of a sober house are similar to a family unit and share kitchen and bathroom facilities and other common areas of the unit. Sober houses are financially self-supporting.”

Note that this does not regulate homes with fewer than six people. It is up to the City to decide whether smaller sober homes warrant regulation. St. Paul’s definition also excludes facilities that are regulated in a different manner under their code; Brainerd does not have such regulations, so those exclusions were removed from the definition.

3. Can the density of sober homes (number of residents) be regulated?

Under the FHA, “nothing in this subchapter limits the applicability of any reasonable local... restrictions regarding the maximum number of occupants permitted to occupy a dwelling.” So, the City can impose a maximum capacity, but it must be reasonable, and the courts construe this exception narrowly. Imposing a maximum capacity that is lower than what a structure can reasonably handle under the building code may be found to be unreasonable on its face.

4. Can parking restrictions be imposed on sober homes?

It depends somewhat on what is meant by restrictions. A city can have a parking standard that applies to sober homes and similar uses. For example, in St. Paul a single and two-family dwelling unit must have 1.5 off-street parking spaces per unit, whereas a sober home (and shelters, emergency housing, etc.) must have 1.5 spaces for every adult resident. In other words, they have a separate standard that is reasonable on its face given the use of the property. Note that the standard is not applicable to just sober homes; they are not singled out. Any “restrictions” cannot be discriminatory against the sober home or against people with disabilities.

5. Can proximity restrictions be placed on sober homes?

Also referred to as spacing, dispersal or concentration requirements, some communities have implemented these restrictions with mixed results. Some courts have found that spacing requirements violate the FHA because they deny persons with disabilities an equal opportunity to choose where they will live. Regular housing does not have proximity restrictions, so implementing such restrictions only on sober homes necessarily gives rise to an inference that sober homes are being treated differently because of the people who live there. It may, therefore, be difficult to regulate those sober homes that comply with existing ordinances, such as ordinances regulating the maximum number of unrelated people who live together. If a sober home seeks a reasonable accommodation to exceed a limitation on the maximum number of unrelated people who live together, the FHA allows a city to take into account concerns about the over-concentration of group homes that are located in close proximity to each other. If no such limitations exist, however, then regulating the proximity of homes becomes more difficult.

In St. Paul, a sober house is defined as having more than six residents. Those houses cannot be within 330 feet of each other under the premise that a cluster of such dwellings with that many unrelated residents are more likely to have significant neighborhood land impacts (e.g. on-street parking). There are no regulations for sober homes with six or fewer residents, which are seen as having an impact no different than a regular single-family home. It is unknown if St. Paul's proximity rule withstands scrutiny under federal law.

6. Reasonable accommodations.

Under the FHA, discrimination includes a refusal to make reasonable accommodations in rules, policies, practices, or services, when such accommodations may be necessary to afford such person equal opportunity to use and enjoy a dwelling. So, a reasonable accommodation is a change, exception or adjustment to the City Code when necessary to allow a disabled person equal opportunity to use and enjoy a dwelling.

A reasonable accommodation form may be useful to have, but it is not required. Regardless of whether a form exists, if a request for a reasonable accommodation is made, it must be reviewed and processed. A form simply provides some format to the request and may elicit more of the information needed by the City to properly process the request than if there was no form to use.

A request for an accommodation is likely going to seek an exception to the City Code. Such a request could be handled in a manner similar to a variance. While a

variance can be granted with conditions, an accommodation is not normally granted with “conditions” per se. With accommodations, the issues are whether they are necessary to satisfy the federal fair housing requirements and whether they are reasonable. The details and contours of the accommodation depend on the facts underlying the exception at issue. Unlike a variance, an accommodation is provided because it has been deemed legally necessary to do so to comply with federal law. There could conceivably be certain limits expressed in the accommodation provided those limits do not give rise to a statutory violation.

7. How are sober homes different than residential care facilities and boarding houses?

Unlike residential care facilities, sober homes are often smaller scale, the residents share common areas, support each other and generally live like a family, and there are no treatment services on site. Sober homes strive to provide a home environment for residents under the belief that the environment itself helps in addiction recovery. Sober homes are not licensed by the State. Unlike sober homes, licensed residential facilities are protected from discrimination in zoning under state law (Minn. Stat. § 462.357, subds. 7, 8).

Boarding houses are defined under state law as “a food and beverage service establishment where food or beverages, or both, are furnished to five or more regular boarders, whether with or without sleeping accommodations, for periods of one week or more.” Minn. Stat. § 157.15, subd. 4. These establishments provide food and typically a room, but the boarders are not (necessarily) disabled or there for a common purpose. In that respect, boarding houses are more like bed and breakfast establishments, but with a longer term of residency.

8. Can sober home residents be regulated differently than typical residential rental tenants?

It is unclear what kind of regulations are at issue in this question, but generally the answer is no. The fundamental purpose of the FHA is to prevent such disparate treatment in housing. Imposing different regulations on sober homes because of the nature of their residents would likely be viewed as facially discriminatory.

9. Can the City put a moratorium on sober homes?

The short answer is yes. In general, a moratorium (a/k/a interim ordinance) is permitted if the City is conducting studies or has authorized a study to be conducted or has held or has scheduled a hearing for the purpose of considering adoption or amendment of official controls, including regulations pertaining to the occupancy of

residential dwellings. Minn. Stat. § 462.355, subd. 4. Minnesota law therefore generally authorizes a moratorium on sober homes. Cities like St. Paul and West St. Paul previously had interim ordinances while studies were undertaken, although I believe the West St. Paul moratorium covered other transitional housing as well. The interim ordinance itself is fairly simple and straightforward and requires a public hearing. The real work involves undertaking the study and/or hearings to gather information about these homes and the impact they have on neighborhoods in the City, and then drafting changes to the City Code, if desired and if legally supportable.



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: PH and Res-Adopt Assessments-DTSS, DTSR, and 2021 Nuisances

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☒ MAIN AGENDA	Action Requested: ☒ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☒ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: City Engineer/Interim PW Director Sandy	Department: Community Development and Public Works
Presenter (Name & Title): Community Development Director Chanski and City Engineer/Interim PW Director Sandy	Estimated Time Needed: 10-15 Minutes
Summary of Issue: Attached to this request is a copy of the Notice of Assessment Hearing, the Proposed Assessment Rolls for the downtown special services district, downtown snow removal, and 2021 nuisance abatement, and a resolution in which adopts the assessments.	
Alternatives, Options, Effects on Others/Comments: At the public hearing, if there are questions or comments about the proposed assessments, staff will be available to respond. At the conclusion of the hearing, the Council would typically adopt a resolution adopting the assessments. If there are contested assessment amounts, staff would ask that the Council still adopt the assessments to start the 30-day payment clock. Contested assessments would be brought back to the next meeting for discussion, unless the council desires to adopt the contested assessments without further consultation.	
Recommended Action/Motion: Staff would recommend holding the public hearing to hear testimony for or against the proposed assessments and also adopt the attached resolution adopting the assessments as proposed for 2020/2021 downtown special services district, downtown snow removal, and 2021 nuisance abatement.	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☒ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	

NOTICE OF HEARING ON PROPOSED ASSESSMENT

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Brainerd, Minnesota will meet in the Council Chambers of the Brainerd City Hall at 7:30 p.m. on October 18, 2021, to pass upon the proposed assessment for the following improvements:

DOWNTOWN SPECIAL SERVICES DISTRICT

Snow Removal, Irrigation Maintenance, Landscaping, Garbage Collection

Laurel Street from South 6th Street to South 8th Street
Front Street from South 6th Street to South 8th Street
South 7th Street from Maple Street to Front Street

NUISANCE ABATEMENT

Nuisance Abatement and Administrative Citations

Miscellaneous properties around the City

The areas proposed to be assessed for these improvements are the properties abutting and/or benefitting from the above described projects.

The proposed assessment role is on file for public inspection at the City Administrator's Office and the City Engineer's Office.

The total cost of Downtown Special Services District is \$75,638.48 of which \$35,708.29 is proposed to be assessed.

The total cost of Nuisance Abatement is \$36,370 of which \$36,370 is proposed to be assessed.

Written or oral objections will be considered at the meeting. No appeal may be taken as to the amount of any assessment unless a signed, written objection is filed with the City Administrator prior to the hearing or presented to the presiding officer at the hearing. The Council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

The amount to be specifically assessed against your particular lot, piece or parcel of land is shown on the attached enclosure. You may at any time prior to certification of the assessment to the County Auditor pay the entire assessment on such property with interest accrued to the date of payment to the City Administrator. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter pay to the County Auditor the entire amount of the assessment remaining unpaid with interest accrued to December 31 of the year in which the payment is made. If you decide not to pre-pay the assessment before the date given above, the rate of interest that will apply is two and eighty-three hundredths' percent (2.83%) per year. The right to partially prepay the assessment pursuant to Section 315 of the Brainerd City Code is available. Further, pursuant to Ordinance 974 deferred assessments may be granted by the City Council where a financial hardship exists and pursuant to Resolution No. 4988, and any amendments thereto, the City Council may defer a special assessment for needy persons. If you feel that you might qualify for such deferments, please discuss this with the City Administrator at your earliest convenience.

The assessments will be spread over a period of one (1) year.

If an assessment is contested or there is an adjourned hearing, the following procedure will be followed:

1. The City will present its case first by calling witnesses who may testify by narrative or by examination and by the introduction of exhibits. After each witness has testified, the contesting party will be allowed to ask questions. This procedure will be repeated with each witness until neither side has further questions.
2. After the City has presented all its evidence, the objector may call witnesses or present such testimony as the objector desires. The same procedure for the questioning of the City's witnesses will be followed with the objector's witnesses.
3. The objector may be represented by counsel.
4. Minnesota Rules of Evidence will not be strictly applied; however they may be considered and argued to the Council as to the weight of the items of evidence or testimony presented to the Council.
5. The entire hearing will be tape-recorded.
6. At the close of the presentation of evidence, the objector and the City may make final presentations to the council based on the evidence and the law. No new evidence may be presented at this point.
7. The Council may adopt the proposed assessment at the hearing.

An owner may appeal an assessment to the District Court pursuant to Minnesota Statutes Section 429.081 by serving notice of the appeal upon the Mayor or Administrator of the City within thirty (30) days after the adoption of the assessment, and by filing such notice with the District Court within ten (10) days after the service upon the Mayor or City Administrator.

Dated this 20th day of September 2021



Jennifer Bergman
City Administrator

Any individual needing special accommodations please call 828-2307.

10/05/2021
11:01 AM

CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
DOWNTOWN SNOW REMOVAL 2021

Page: 1/2
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE DOWNTOWN SNOW REMOVAL: DTSR 2021

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig Yrs	Rem No Yrs	No Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
DTSR 2021	Active	Active	41240535 MOORES PROPERTIES, INC.	1,231.96	1	1	2.8300000	1,231.96	42.03	1,273.99
DTSR 2021	Active	Active	41241266 BREMER BANK OF BRAINERD	1,319.96	1	1	2.8300000	1,319.96	45.03	1,364.99
DTSR 2021	Active	Active	41241268 RICHARD & DENISE RATHMAN	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41241269 DAVID F PUERINGER INVESTMENTS	1,374.25	1	1	2.8300000	1,374.25	46.88	1,421.13
DTSR 2021	Active	Active	41241270 NILA M PATRICK	517.69	1	1	2.8300000	517.69	17.66	535.35
DTSR 2021	Active	Active	41241271 BRAINERD LAKES PROPERTIES LLC	395.99	1	1	2.8300000	395.99	13.51	409.50
DTSR 2021	Active	Active	41241272 DAVID F PUERINGER	395.99	1	1	2.8300000	395.99	13.51	409.50
DTSR 2021	Active	Active	41241273 DAVID F PUERINGER INVESTMENTS	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41241292 MAJIK PROPERTIES LLC	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41241293 ASH PROPERTIES INC.	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41241294 ASH PROPERTIES INC.	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41241295 BRIAN L & RHONDA SMITH	1,531.15	1	1	2.8300000	1,531.15	52.24	1,583.39
DTSR 2021	Active	Active	41241300 JUAN M AND JOANNA I BARBOZA	659.98	1	1	2.8300000	659.98	22.52	682.50
DTSR 2021	Active	Active	41241301 BATRA RENTALS LLC	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41241448 MASONIC TEMPLE ASSN. OF BRAINERD	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41241449 NORTHERN PINES MENTAL HEALTH CENTER	219.99	1	1	2.8300000	219.99	7.50	227.49
DTSR 2021	Active	Active	41241450 TODD & LAURA BISTED	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41241451 612 STATION LLC	219.99	1	1	2.8300000	219.99	7.50	227.49
DTSR 2021	Active	Active	41241452 DAVID F. PUERINGER INVESTMENTS	659.98	1	1	2.8300000	659.98	22.52	682.50
DTSR 2021	Active	Active	41241454 DAVID F. PUERINGER INVESTMENTS	219.99	1	1	2.8300000	219.99	7.50	227.49
DTSR 2021	Active	Active	41241455 JON AND DEBRA LUHRS	219.99	1	1	2.8300000	219.99	7.50	227.49
DTSR 2021	Active	Active	41241456 RICK BJORK	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41241457 JJC PROPERTIES LLC	1,671.94	1	1	2.8300000	1,671.94	57.04	1,728.98
DTSR 2021	Active	Active	41241470 ASH PROPERTIES INC.	1,671.94	1	1	2.8300000	1,671.94	57.04	1,728.98
DTSR 2021	Active	Active	41241472 DAVID F. PUERINGER	879.97	1	1	2.8300000	879.97	30.02	909.99
DTSR 2021	Active	Active	41241473 DAVID F. PUERINGER INVESTMENTS	901.27	1	1	2.8300000	901.27	30.75	932.02

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CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
DOWNTOWN SNOW REMOVAL 2021

Page: 2/2
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE DOWNTOWN SNOW REMOVAL: DTSR 2021

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig No Yrs	Rem No Yrs	Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
DTSR 2021	Active	Active	41241474 DAVID F. PUERINGER INVESTMENTS	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41241475 VANDEPUTTE INVESTMENT PROPERTIES LL	409.89	1	1	2.8300000	409.89	13.98	423.87
DTSR 2021	Active	Active	41241476 CARL SIDNEY HANSON POST #255	492.78	1	1	2.8300000	492.78	16.81	509.59
DTSR 2021	Active	Active	41241477 C & L MIDWEST LLC	659.98	1	1	2.8300000	659.98	22.52	682.50
DTSR 2021	Active	Active	41241478 C & L MIDWEST LLC	219.99	1	1	2.8300000	219.99	7.50	227.49
DTSR 2021	Active	Active	41241479 NLLJ JENSEN, LLC	659.98	1	1	2.8300000	659.98	22.52	682.50
DTSR 2021	Active	Active	41241482 NJMS PHELPS BLOCK LLC	558.78	1	1	2.8300000	558.78	19.06	577.84
DTSR 2021	Active	Active	41241483 NJMS CHET'S LLC	233.19	1	1	2.8300000	233.19	7.96	241.15
DTSR 2021	Active	Active	41241484 DANNY E. KUHN	439.99	1	1	2.8300000	439.99	15.01	455.00
DTSR 2021	Active	Active	41251149 LIVELY AUTO BLDG REAL EST HOLDINGS	1,979.93	1	1	2.8300000	1,979.93	67.55	2,047.48
District Totals				24,146.44				24,146.44	823.76	24,970.20
-----> Totals For 235-0000-36101				24,146.44				24,146.44	823.76	24,970.20
Grand Totals				24,146.44				24,146.44	823.76	24,970.20

DATED THIS 18TH DAY OF OCTOBER 2021

TOTAL: \$24,146.44

ATTEST: _____
JENNIFER BERGMAN, CITY ADMINISTRATOR

KELLY BEVANS, PRESIDENT OF COUNCIL

INTEREST RATE 2.83%
YEARS CERTIFIED 1 YEAR

**** THIS SCHEDULE IS ADJUSTED FOR PEOPLE WHO PREPAID AND ANY PARTIAL PREPAIDS, AS WELL AS 75 DAYS OF INTEREST IN 2021 AND ALL OF 2022.

10/05/2021
11:02 AM

CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
DOWNTOWN SPECIAL SERVICES 2021

Page: 1/2
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE DOWNTOWN SPECIAL SERVICES: DTSS 2021

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig No Yrs	Rem No Yrs	Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
DTSS 2021	Active	Active	41240535 MOORES PROPERTIES, INC.	589.90	1	1	2.8300000	589.90	20.12	610.02
DTSS 2021	Active	Active	41241266 BREMER BANK OF BRAINERD	632.04	1	1	2.8300000	632.04	21.56	653.60
DTSS 2021	Active	Active	41241268 RICHARD & DENISE RATHMAN	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41241269 DAVID F PUERINGER INVESTMENTS	658.04	1	1	2.8300000	658.04	22.45	680.49
DTSS 2021	Active	Active	41241270 NILA M PATRICK	247.89	1	1	2.8300000	247.89	8.46	256.35
DTSS 2021	Active	Active	41241271 BRAINERD LAKES PROPERTIES LLC	189.61	1	1	2.8300000	189.61	6.47	196.08
DTSS 2021	Active	Active	41241272 DAVID F PUERINGER	189.61	1	1	2.8300000	189.61	6.47	196.08
DTSS 2021	Active	Active	41241273 DAVID F PUERINGER INVESTMENTS	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41241292 MAJIK PROPERTIES LLC	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41241293 ASH PROPERTIES INC.	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41241294 ASH PROPERTIES INC.	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41241295 BRIAN L & RHONDA SMITH	733.17	1	1	2.8300000	733.17	25.01	758.18
DTSS 2021	Active	Active	41241300 JUAN M AND JOANNA I BARBOZA	316.02	1	1	2.8300000	316.02	10.78	326.80
DTSS 2021	Active	Active	41241301 BATRA RENTALS LLC	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41241448 MASONIC TEMPLE ASSN. OF BRAINERD	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41241449 NORTHERN PINES MENTAL HEALTH CENTER	105.34	1	1	2.8300000	105.34	3.59	108.93
DTSS 2021	Active	Active	41241450 TODD & LAURA BISTED	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41241451 612 STATION LLC	105.34	1	1	2.8300000	105.34	3.59	108.93
DTSS 2021	Active	Active	41241452 DAVID F. PUERINGER INVESTMENTS	316.02	1	1	2.8300000	316.02	10.78	326.80
DTSS 2021	Active	Active	41241454 DAVID F. PUERINGER INVESTMENTS	105.34	1	1	2.8300000	105.34	3.59	108.93
DTSS 2021	Active	Active	41241455 JON AND DEBRA LUHRS	105.34	1	1	2.8300000	105.34	3.59	108.93
DTSS 2021	Active	Active	41241456 RICK BJORK	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41241457 JJC PROPERTIES LLC	800.58	1	1	2.8300000	800.58	27.31	827.89
DTSS 2021	Active	Active	41241470 ASH PROPERTIES INC.	800.58	1	1	2.8300000	800.58	27.31	827.89
DTSS 2021	Active	Active	41241472 DAVID F. PUERINGER	421.36	1	1	2.8300000	421.36	14.37	435.73
DTSS 2021	Active	Active	41241473 DAVID F. PUERINGER INVESTMENTS	431.56	1	1	2.8300000	431.56	14.72	446.28

10/05/2021
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CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
DOWNTOWN SPECIAL SERVICES 2021

Page: 2/2
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE DOWNTOWN SPECIAL SERVICES: DTSS 2021

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig Yrs	Rem No Yrs	Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
DTSS 2021	Active	Active	41241474 DAVID F. PUERINGER INVESTMENTS	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41241475 VANDEPUTTE INVESTMENT PROPERTIES LL	196.27	1	1	2.8300000	196.27	6.70	202.97
DTSS 2021	Active	Active	41241476 CARL SIDNEY HANSON POST #255	235.96	1	1	2.8300000	235.96	8.05	244.01
DTSS 2021	Active	Active	41241477 C & L MIDWEST LLC	316.02	1	1	2.8300000	316.02	10.78	326.80
DTSS 2021	Active	Active	41241478 C & L MIDWEST LLC	105.34	1	1	2.8300000	105.34	3.59	108.93
DTSS 2021	Active	Active	41241479 NLLJ JENSEN, LLC	316.02	1	1	2.8300000	316.02	10.78	326.80
DTSS 2021	Active	Active	41241482 NJMS PHELPS BLOCK LLC	267.56	1	1	2.8300000	267.56	9.13	276.69
DTSS 2021	Active	Active	41241483 NJMS CHET'S LLC	111.66	1	1	2.8300000	111.66	3.81	115.47
DTSS 2021	Active	Active	41241484 DANNY E. KUHN	210.68	1	1	2.8300000	210.68	7.19	217.87
DTSS 2021	Active	Active	41251149 LIVELY AUTO BLDG REAL EST HOLDINGS	948.06	1	1	2.8300000	948.06	32.34	980.40
District Totals				11,562.11				11,562.11	394.44	11,956.55
-----> Totals For 401-0000-36101				11,562.11				11,562.11	394.44	11,956.55
Grand Totals				11,562.11				11,562.11	394.44	11,956.55

DATED THIS 18TH DAY OF OCTOBER 2021

TOTAL: \$11,562.11

ATTEST: _____
JENNIFER BERGMAN, CITY ADMINISTRATOR

KELLY BEVANS, PRESIDENT OF COUNCIL

INTEREST RATE 2.83%
YEARS CERTIFIED 1 YEAR

**** THIS SCHEDULE IS ADJUSTED FOR PEOPLE WHO PREPAID AND ANY PARTIAL PREPAIDS, AS WELL AS 75 DAYS OF INTEREST IN 2021 AND ALL OF 2022.

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CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
101-21 NUISANCE ASSESSMENTS

Page: 1/3
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE OF CITY NUISANCES 101-21.

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig Yrs	Rem No Yrs	No Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
101-21	Active	Active	41040678 HOFFMAN, SAMUEL D	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41040687 HAMMOND, STEVE	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41040712 GROSS, MORRIS RAY	625.00	1	1	2.8300000	625.00	21.32	646.32
101-21	Active	Active	41040761 ROCK, RODNEY L & SUSAN	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41180595 HAIGHT, MICHAEL D & JESSICA E	375.00	1	1	2.8300000	375.00	12.79	387.79
101-21	Active	Active	41190569 SELLERS, JACOB S & AMBER J	2,500.00	1	1	2.8300000	2,500.00	85.29	2,585.29
101-21	Active	Active	41190612 WENDEL PROPERTIES LLC	250.00	1	1	2.8300000	250.00	8.53	258.53
101-21	Active	Active	41190676 PAYNE, MICHAEL J	350.00	1	1	2.8300000	350.00	11.94	361.94
101-21	Active	Active	41190692 FITCH, DONNA L	225.00	1	1	2.8300000	225.00	7.68	232.68
101-21	Active	Active	41190734 OLSON, LISA A	625.00	1	1	2.8300000	625.00	21.32	646.32
101-21	Active	Active	41190806 HEROLD, ALLEN	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41190885 GOTTWALT, MATTHEW & ERICA	2,395.00	1	1	2.8300000	2,395.00	81.71	2,476.71
101-21	Active	Active	41190914 RARDIN, FLANNERY & THERESA	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41190952 O'CONNOR, JESSE	250.00	1	1	2.8300000	250.00	8.53	258.53
101-21	Active	Active	41190954 REES, ANTHONY & NICOLE	2,000.00	1	1	2.8300000	2,000.00	68.23	2,068.23
101-21	Active	Active	41190974 BJERKETVEDT, TRAVIS S & ALLISON	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41191022 VENNE, TYLER	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41191109 VERKENNES, HENRY L & VICTORIA J	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41191142 HICKS, BRADLY B	3,000.00	1	1	2.8300000	3,000.00	102.35	3,102.35
101-21	Active	Active	41191145 SUMMY, KATHLEEN S	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41191169 GOTTWALT, MATTHEW & ERICA	450.00	1	1	2.8300000	450.00	15.35	465.35
101-21	Active	Active	41191215 BIMBO BAKERIES USA INC	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41191289 KAMPA, DYLAN J	1,000.00	1	1	2.8300000	1,000.00	34.12	1,034.12
101-21	Active	Active	41191292 SMITH, MARK	225.00	1	1	2.8300000	225.00	7.68	232.68
101-21	Active	Active	41191298 GOTTWALT, MATT	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41191304 BADEAUX, JOHN	125.00	1	1	2.8300000	125.00	4.26	129.26

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CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
101-21 NUISANCE ASSESSMENTS

Page: 2/3
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE OF CITY NUISANCES 101-21.

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig Yrs	Rem Yrs	No Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
101-21	Active	Active	41191308 TAYLOR, MATTHEW JOHN	375.00	1	1	2.8300000	375.00	12.79	387.79
101-21	Active	Active	41191418 GODEJOHN, JUSTIN & BRIAN KARL	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41191483 KEENA, TAYLOR A	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41191502 GOODRICH, WALLACE D	1,350.00	1	1	2.8300000	1,350.00	46.06	1,396.06
101-21	Active	Active	41191507 POTTER, STEVEN T	750.00	1	1	2.8300000	750.00	25.59	775.59
101-21	Active	Active	41191556 FINNEGAN, SARA J & ETHAN K MILLER	250.00	1	1	2.8300000	250.00	8.53	258.53
101-21	Active	Active	41191584 VOSS, KEEGAN	250.00	1	1	2.8300000	250.00	8.53	258.53
101-21	Active	Active	41191616 VEITH, STEVEN H	1,075.00	1	1	2.8300000	1,075.00	36.67	1,111.67
101-21	Active	Active	41191685 SAMUELSON, DONALD B &	1,000.00	1	1	2.8300000	1,000.00	34.12	1,034.12
101-21	Active	Active	41191713 EGLE, ALEX	250.00	1	1	2.8300000	250.00	8.53	258.53
101-21	Active	Active	41191728 O'DAY, JAMES T	225.00	1	1	2.8300000	225.00	7.68	232.68
101-21	Active	Active	41191739 DEGEN, MICHAEL S & JULIE L	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41191741 STODDARD, JESSICA	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41191784 REMMICK INVESTMENTS LLC	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41230513 MCKNIGHT, LARRY S	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41240682 AJBK2 LLC	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41240803 ANNABLE, TINA	875.00	1	1	2.8300000	875.00	29.85	904.85
101-21	Active	Active	41240942 OSBORNE, JOAN M	375.00	1	1	2.8300000	375.00	12.79	387.79
101-21	Active	Active	41240990 KOEHLER, MELODEE S	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41241160 LN REAL ESTATE LLC	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41241204 RED FIVE RENTALS LLC	250.00	1	1	2.8300000	250.00	8.53	258.53
101-21	Active	Active	41241208 WEISS, RICHARD A	1,625.00	1	1	2.8300000	1,625.00	55.44	1,680.44
101-21	Active	Active	41241210 WINN, BRANDON C & HOLM, ABEGAIL R	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41241271 BRAINERD LAKES PROPERTIES LLC	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41241515 DEGEN, MICHAEL S & JULIE L	500.00	1	1	2.8300000	500.00	17.06	517.06
101-21	Active	Active	41241526 WETHERELL, RICHARD B	750.00	1	1	2.8300000	750.00	25.59	775.59

PROJECTED INSTALLMENT REPORT FOR CITY OF BRAINERD
POPULATION: SPECIAL ASSESSMENT DISTRICT (101-21)
SPEC. POPULATION: ALL ACTIVE PARCELS
DISTRICT STATUS: ACTIVE DISTRICTS ONLY

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig No Yrs	Rem No Yrs	Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
101-21	Active	Active	41241552 YOUNG, EDWARD N & REBECCA R	1,250.00	1	1	2.8300000	1,250.00	42.64	1,292.64
101-21	Active	Active	41241595 LOSOS, DARREN	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41250684 ABERLE, CLEMENT R	250.00	1	1	2.8300000	250.00	8.53	258.53
101-21	Active	Active	41250792 SALTNESS, KELLY M & MAIER, ANDRES E	2,900.00	1	1	2.8300000	2,900.00	98.93	2,998.93
101-21	Active	Active	41250892 VANHOLSBECK, MICHAEL	875.00	1	1	2.8300000	875.00	29.85	904.85
101-21	Active	Active	41290506 CHURCHILL, LOYD D & KAREN	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41290667 MILLE LACS BAND OF CHIPPEWA INDIANS	250.00	1	1	2.8300000	250.00	8.53	258.53
101-21	Active	Active	41300574 COFFMAN, KATE	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41300598 RED FIVE RENTALS LLC	350.00	1	1	2.8300000	350.00	11.94	361.94
101-21	Active	Active	41300668 NICHOLL, KIMBERLY A 2018 TRUST	225.00	1	1	2.8300000	225.00	7.68	232.68
101-21	Active	Active	41300671 MATTSON, WAYNE E & ROSALIE	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41300878 STRAIGHTLINE RESIDENTIAL &	250.00	1	1	2.8300000	250.00	8.53	258.53
101-21	Active	Active	41301080 DEGEN, MICHAEL	375.00	1	1	2.8300000	375.00	12.79	387.79
101-21	Active	Active	41360569 PENNSYLVANIA AVENUE LLC	875.00	1	1	2.8300000	875.00	29.85	904.85
101-21	Active	Active	41360573 CLJ TRUST AGR DATED 5-9-12	125.00	1	1	2.8300000	125.00	4.26	129.26
101-21	Active	Active	41360773 ANDERSON, ROBERT H	250.00	1	1	2.8300000	250.00	8.53	258.53
101-21	Active	Active	41360827 LEWIS, KALEEN R	475.00	1	1	2.8300000	475.00	16.20	491.20
101-21	Active	Active	41450510 BURLINGTON NORTHERN SANTE FE RR CO	250.00	1	1	2.8300000	250.00	8.53	258.53
District Totals				36,245.00				36,245.00	1,236.41	37,481.41
-----> Totals For 101-0000-36101				36,245.00				36,245.00	1,236.41	37,481.41
Grand Totals				36,245.00				36,245.00	1,236.41	37,481.41

DATED THIS 18TH DAY OF OCTOBER 2021

TOTAL: \$36,245.00

ATTEST: _____
JENNIFER BERGMAN, CITY ADMINISTRATOR

KELLY BEVANS, PRESIDENT OF COUNCIL

INTEREST RATE 2.83%
YEARS CERTIFIED 1 YEAR

**** THIS SCHEDULE IS ADJUSTED FOR PEOPLE WHO PREPAID AND ANY PARTIAL PREPAIDS, AS WELL AS 75 DAYS OF INTEREST IN 2021 AND ALL OF 2022.

RESOLUTION
NO. _____

RESOLUTION ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment for 2020-2021 snow removal and special services and nuisance abatement concerning the properties abutting on the following:

DOWNTOWN SNOW REMOVAL AND SPECIAL SERVICES DISTRICT

Snow Removal, Irrigation Maintenance, Landscaping, Garbage Collection

Laurel Street from South 6th Street to South 8th Street
Front Street from South 6th Street to South 8th Street
South 7th Street from Maple Street to Front Street

NUISANCE ABATEMENT

Nuisance Abatement and Administrative Citations
Misc properties around the City

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

1. Such proposed assessment, a copy of which is on file in the offices of the City Administrator and City Engineer, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.

2. Such assessment shall be payable in full within 30 days from the adoption of this Resolution without interest at the office of the City Administrator. Thereafter, the entire amount of the assessment shall be payable to the Crow Wing County Auditor with interest at the rate of two and eighty-three hundredths' percent (2.83%).

3. The City Administrator shall forthwith transmit a certified duplicate of this assessment to the Crow Wing County Auditor to be extended on the property tax list of the County. Such assessment shall be collected and paid over in the same manner as other municipal taxes.

Adopted this ____ day of October 2021

KELLY BEVANS
President of the Council

Approved this _____ day of October 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: PH and Res-Adopt Assessments-Imp 19-19 - NW 3rd and Jackson Street

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☒ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☒ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☒ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: City Engineer/Interim PW Director Sandy	Department: Engineering
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 5-10 Minutes
Summary of Issue: Attached to this request is a copy of the Notice of Assessment Hearing, the Proposed Assessment Rolls for Improvement 19-19 - NW 3rd Street and Jackson Street Reconstruction Project, and a resolution in which adopts the assessments. This project was for a full reconstruction of Jackson Street from NW 4th Street to NW 3rd Street and NW 3rd Street from James Street to Jackson Street.	
Alternatives, Options, Effects on Others/Comments: At the public hearing, if there are questions or comments about the proposed assessments, staff will be available to respond. At the conclusion of the hearing, the Council would typically adopt a resolution adopting the assessments. If there are contested assessment amounts, staff would ask that the Council still adopt the assessments to start the 30-day payment clock. Contested assessments would be brought back to the next meeting for discussion, unless the council desires to adopt the contested assessments without further consultation. Staff did receive one formal assessment contestment for this improvement and should be read into the public hearing as such as a formal appeal of the assessment. It can be seen attached to this request.	
Recommended Action/Motion: Staff would recommend holding the public hearing to hear testimony for or against the proposed assessments and also adopt the attached resolution adopting the assessments as proposed for Improvement 19-19.	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☒ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	

NOTICE OF HEARING ON PROPOSED ASSESSMENT

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Brainerd, Minnesota will meet in the Council Chambers of the Brainerd City Hall at 7:30 p.m. on October 18, 2021, to pass upon the proposed assessment for the following improvements:

IMPROVEMENT 19-19

Street Reconstruction

Jackson Street - NW 4th Street to NW 3rd Street
NW 3rd Street - James Street to Jackson Street

The proposed assessment role is on file for public inspection at the City Administrator's Office and the City Engineer's Office.

The total cost for Improvement 19-19 is estimated \$162,808 of which \$111,454 is proposed to be assessed.

Written or oral objections will be considered at the meeting. No appeal may be taken as to the amount of any assessment unless a signed, written objection is filed with the City Administrator prior to the hearing or presented to the presiding officer at the hearing. The Council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

The amount to be specifically assessed against your particular lot, piece or parcel of land is shown on the attached enclosure. You may at any time prior to certification of the assessment to the County Auditor pay the entire assessment on such property with interest accrued to the date of payment to the City Administrator. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter pay to the County Auditor the entire amount of the assessment remaining unpaid with interest accrued to December 31 of the year in which the payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. If you decide not to pre-pay the assessment before the date given above, the rate of interest that will apply is two and eighty-three hundredths' percent (2.83%) per year. The right to partially prepay the assessment pursuant to Section 315 of the Brainerd City Code is available. Further, pursuant to Ordinance 974 deferred assessments may be granted by the City Council where a financial hardship exists and pursuant to Resolution No. 4988, and any amendments thereto, the City Council may defer a special assessment for needy persons. If you feel that you might qualify for such deferments, please discuss this with the City Administrator at your earliest convenience.

The assessments will be spread over a period of ten (10) years.

If an assessment is contested or there is an adjourned hearing, the following procedure will be followed:

1. The City will present its case first by calling witnesses who may testify by narrative or by examination and by the introduction of exhibits. After each witness has testified,

the contesting party will be allowed to ask questions. This procedure will be repeated with each witness until neither side has further questions.

2. After the City has presented all its evidence, the objector may call witnesses or present such testimony as the objector desires. The same procedure for the questioning of the City's witnesses will be followed with the objector's witnesses.
3. The objector may be represented by counsel.
4. Minnesota Rules of Evidence will not be strictly applied; however they may be considered and argued to the Council as to the weight of the items of evidence or testimony presented to the Council.
5. The entire hearing will be tape-recorded.
6. At the close of the presentation of evidence, the objector and the City may make final presentations to the council based on the evidence and the law. No new evidence may be presented at this point.
7. The Council may adopt the proposed assessment at the hearing.

An owner may appeal an assessment to the District Court pursuant to Minnesota Statutes Section 429.081 by serving notice of the appeal upon the Mayor or Administrator of the City within thirty (30) days after the adoption of the assessment, and by filing such notice with the District Court within ten (10) days after the service upon the Mayor or City Administrator.

Dated this 20th day of September, 2021



Jennifer Bergman
City Administrator

Any individual needing special accommodations please call 828-2307.

10/05/2021
10:55 AM

CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
305 19-19 NW 3RD & JACKSON

Page: 1/1
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCELS OF LAND DESCRIBED BELOW, THE RESPECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE OF CITY IMPROVEMENT 19-19 NW 3RD & JACKSON.

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig Yrs	Rem No Yrs	No Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
305 19-19	Active	Active	41040501 GUSTAFSON PROPERTIES OF BRD LLC	7,078.94	10	10	2.8300000	707.89	241.50	949.39
305 19-19	Active	Active	41040502 GUSTAFSON PROPERTIES OF BRD LLC	3,932.75	10	10	2.8300000	393.28	134.17	527.45
305 19-19	Active	Active	41040503 GUSTAFSON PROPERTIES OF BRD LLC	3,932.75	10	10	2.8300000	393.28	134.17	527.45
305 19-19	Active	Active	41040504 GUSTAFSON PROPERTIES OF BRD LLC	5,899.12	10	10	2.8300000	589.91	201.25	791.16
305 19-19	Active	Active	41040506 GUSTAFSON PROPERTIES OF BRD LLC	7,629.53	10	10	2.8300000	762.95	260.28	1,023.23
305 19-19	Active	Active	41040511 GUSTAFSON PROPERTIES OF BRD LLC	11,011.69	10	10	2.8300000	1,101.17	375.66	1,476.83
305 19-19	Active	Active	41040779 GUSTAFSON PROPERTIES OF BRD LLC	3,932.75	10	10	2.8300000	393.28	134.17	527.45
305 19-19	Active	Active	41040780 GUSTAFSON PROPERTIES OF BRD LLC	3,932.75	10	10	2.8300000	393.28	134.17	527.45
305 19-19	Active	Active	41040781 GUSTAFSON PROPERTIES OF BRD LLC	7,865.49	10	10	2.8300000	786.55	268.33	1,054.88
305 19-19	Active	Active	41040782 GUSTAFSON PROPERTIES OF BRD LLC	3,932.75	10	10	2.8300000	393.28	134.17	527.45
305 19-19	Active	Active	41040783 GUSTAFSON PROPERTIES OF BRD LLC	7,078.94	10	10	2.8300000	707.89	241.50	949.39
305 19-19	Active	Active	41040800 GUSTAFSON PROPERTIES OF BRD LLC	7,078.94	10	10	2.8300000	707.89	241.50	949.39
305 19-19	Active	Active	41040801 GUSTAFSON PROPERTIES OF BRD LLC	7,865.49	10	10	2.8300000	786.55	268.33	1,054.88
305 19-19	Active	Active	41040802 MATTSON, FRANK	5,899.12	10	10	2.8300000	589.91	201.25	791.16
305 19-19	Active	Active	41040803 GUSTAFSON PROPERTIES OF BRD LLC	3,932.75	10	10	2.8300000	393.28	134.17	527.45
305 19-19	Active	Active	41040804 GUSTAFSON PROPERTIES OF BRD LLC	3,932.75	10	10	2.8300000	393.28	134.17	527.45
305 19-19	Active	Active	41040806 GUSTAFSON PROPERTIES OF BRD LLC	3,932.75	10	10	2.8300000	393.28	134.17	527.45
305 19-19	Active	Active	41040807 GUSTAFSON PROPERTIES OF BRD LLC	7,078.94	10	10	2.8300000	707.89	241.50	949.39
District Totals				105,948.20				10,594.84	3,614.46	14,209.30
Grand Totals				105,948.20				10,594.84	3,614.46	14,209.30

DATED THIS 18TH DAY OF OCTOBER 2021

TOTAL: \$105,948.20

ATTEST: _____
JENNIFER BERGMAN, CITY ADMINISTRATOR

KELLY BEVANS, PRESIDENT OF COUNCIL

INTEREST RATE 2.83%
YEARS CERTIFIED 10 YEARS

**** THIS SCHEDULE IS ADJUSTED FOR PEOPLE WHO PREPAID AND ANY PARTIAL PREPAIDS, AS WELL AS 75 DAYS OF INTEREST IN 2021 AND ALL OF 2022

R E S O L U T I O N
NO. _____

RESOLUTION ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessments for the improvements of the following described streets, alleys, and utilities in the City of Brainerd:

IMPROVEMENT 19-19

Street Reconstruction

Jackson Street – NW 4th Street to NW 3rd Street

NW 3rd Street – James Street to Jackson Street

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

1. Such proposed assessment, a copy of which is on file in the offices of the City Administrator and City Engineer, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January 2022 and shall bear interest at the rate of two and eighty-three hundredths' percent (2.83%) percent per annum from the date of the adoption of this resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2021. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the Crow Wing County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of this Resolution; and he or she may, at any time thereafter, pay to the City Administrator the entire amount of the assessment remaining unpaid with interest accrued to December 31, of the year in which such payment is made.
4. The City Administrator shall forthwith transmit a certified duplicate of this assessment to the Crow Wing County Auditor to be extended on the property tax list of the County. Such assessment shall be collected and paid over in the same manner as other municipal taxes.

Adopted this _____ day of _____, 2021

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



October 5, 2021

NOTICE OF ASSESSMENT APPEAL

RE: The Jackson Street and SW 3rd Street Improvement Projection Assessment hearing set for 10/18/21

To the City of Brainerd Mayor and City Clerk:

I represent Gustafson Properties of Brainerd, LLC and in their behalf appeal the following assessments:

PID NO.	Assessment
41040807	\$7,087.94
41040804	\$3,923.75
41040504	\$5,899.12
41040506	\$7,629.53
41040801	\$7,865.49
41040511	\$11,011.69
41040780	\$3,932.75
41040781	\$7,865.49
41040779	\$3,932.75
41040800	\$7,078.94
41040782	\$3,932.75
41040783	\$7,078.94
41040501	\$7,078.94
41040803	\$3,932.75
41040503	\$3,932.75
41040502	\$3,932.75
41040806	\$3,932.75

The appeal is based on the following:

- a. The properties will not receive a benefit or special benefit from the improvements being constructed.
- b. The amount of the proposed assessment exceeds any supposed increase in the market value of the properties or special benefit resulting from the improvements.
- c. The proportionate distribution of the improvements' costs among property owners is unequal, illegal and unfair.
- d. The assessment procedure is unequal, improper and unfair.
- e. The proposed assessments are otherwise unfair, unreasonable, unconstitutional, arbitrary and capricious.
- f. The formula adopted for the assessments are based upon an erroneous theory of law and/or facts in calculating the assessments.
- g. The amount of the assessments exceeds the cost of the improvement to the properties proposed to be assessed.
- h. The improvements are not necessary.

BREEN & PERSON LLP

Attorneys At Law

- i. The entire improvement proceedings in connection therewith are null and void.

Based on the above reasons, I request an appeal of said assessments pursuant to Minn. Statute Section 429.081.

Respectfully submitted,
BREEN AND PERSON, LTD.



J. Brad Person



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: PH and Res-Adopt Assessments-Imp 20-05 and 20-06-SE Brainerd

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☒ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☒ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☒ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: City Engineer/Interim PW Director Sandy	Department: Engineering
Presenter (Name & Title): City Engineer/Interim PW Director Sandy	Estimated Time Needed: 10-15 Minutes
Summary of Issue: Attached to this request is a copy of the Notice of Assessment Hearing, the Proposed Assessment Rolls for Improvements 20-05 and 20-06 - Madison Street and SE Brainerd Construction project, and a resolution in which adopts the assessments. This project was for resurfacing of numerous streets in SE Brainerd including Madison Street, Portland Avenue, St. Louis Avenue, Chicago Avenue, Rosewood Street, 15th Street SE, Quince Street, 16th Street SE, Pine Street, and Walnut Street.	
Alternatives, Options, Effects on Others/Comments: At the public hearing, if there are questions or comments about the proposed assessments, staff will be available to respond. At the conclusion of the hearing, the Council would typically adopt a resolution adopting the assessments. If there are contested assessment amounts, staff would ask that the Council still adopt the assessments to start the 30-day payment clock. Contested assessments would be brought back to the next meeting for discussion, unless the council desires to adopt the contested assessments without further consultation.	
Recommended Action/Motion: Staff would recommend holding the public hearing to hear testimony for or against the proposed assessments and also adopt the attached resolution adopting the assessments as proposed for Improvements 20-05 and 20-06.	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☒ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	

NOTICE OF HEARING ON PROPOSED ASSESSMENT

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Brainerd, Minnesota will meet in the Council Chambers of the Brainerd City Hall at 7:30 p.m. on October 18, 2021, to pass upon the proposed assessment for the following improvements:

IMPROVEMENTS 20-05 and 20-06

Street Resurfacing and Reconstruction

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

The proposed assessment role is on file for public inspection at the City Administrator's Office and the City Engineer's Office.

The total cost for Improvement 20-05 is \$654,965 of which \$148,058 is proposed to be assessed and the total cost for Improvement 20-06 is \$1,946,322 of which 602,219 is proposed to be assessed.

Written or oral objections will be considered at the meeting. No appeal may be taken as to the amount of any assessment unless a signed, written objection is filed with the City Administrator prior to the hearing or presented to the presiding officer at the hearing. The Council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

The amount to be specifically assessed against your particular lot, piece or parcel of land is shown on the attached enclosure. You may at any time prior to certification of the assessment to the County Auditor pay the entire assessment on such property with interest accrued to the date of payment to the City Administrator. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter pay to the County Auditor the entire amount of the assessment remaining unpaid with interest accrued to December 31 of the year in which the payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. If you decide not to pre-pay the assessment before the date given above, the rate of interest that will apply is two and eighty-three hundredths' percent (2.83%) per year. The right to partially prepay the assessment pursuant to Section 315 of the Brainerd City Code is available. Further, pursuant to Ordinance 974 deferred assessments may be granted by the City Council where a financial hardship exists and pursuant to Resolution No. 4988, and any amendments thereto, the City Council may defer a special assessment for needy persons. If you feel that you might qualify for such deferments, please discuss this with the City Administrator at your earliest convenience.

The assessments will be spread over a period of ten (10) years.

If an assessment is contested or there is an adjourned hearing, the following procedure will be followed:

1. The City will present its case first by calling witnesses who may testify by narrative or by examination and by the introduction of exhibits. After each witness has testified, the contesting party will be allowed to ask questions. This procedure will be repeated with each witness until neither side has further questions.
2. After the City has presented all its evidence, the objector may call witnesses or present such testimony as the objector desires. The same procedure for the questioning of the City's witnesses will be followed with the objector's witnesses.
3. The objector may be represented by counsel.
4. Minnesota Rules of Evidence will not be strictly applied; however they may be considered and argued to the Council as to the weight of the items of evidence or testimony presented to the Council.
5. The entire hearing will be tape-recorded.
6. At the close of the presentation of evidence, the objector and the City may make final presentations to the council based on the evidence and the law. No new evidence may be presented at this point.
7. The Council may adopt the proposed assessment at the hearing.

An owner may appeal an assessment to the District Court pursuant to Minnesota Statutes Section 429.081 by serving notice of the appeal upon the Mayor or Administrator of the City within thirty (30) days after the adoption of the assessment, and by filing such notice with the District Court within ten (10) days after the service upon the Mayor or City Administrator.

Dated this 20th day of September 2021



Jennifer Bergman
City Administrator

Any individual needing special accommodations please call 828-2307.

10/05/2021
10:59 AM

CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
305 20-05 MADISON STREET

Page: 1/1
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCELS OF LAND DESCRIBED BELOW, THE RESPECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE OF CITY IMPROVEMENT 20-05 MADISON STREET.

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig Yrs	Rem Yrs	No Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
305	20-05	Active	Active 41360506 BRAINERD SNODEOS	4,711.16	10	10	2.8300000	471.12	160.72	631.84
305	20-05	Active	Active 41361016 MARIGOLD FOODS INC	5,304.76	10	10	2.8300000	530.48	180.97	711.45
305	20-05	Active	Active 41361017 BOLEI, DAVID W ET AL	5,691.08	10	10	2.8300000	569.11	194.15	763.26
305	20-05	Active	Active 41361018 ESAR CORPORATION	5,695.79	10	10	2.8300000	569.58	194.31	763.89
305	20-05	Active	Active 41361020 AW HOLDINGS LLC	12,720.12	10	10	2.8300000	1,272.01	433.95	1,705.96
305	20-05	Active	Active 41361021 GREENFOREST RECYCLING SYSTEMS LLC	10,128.99	10	10	2.8300000	1,012.90	345.55	1,358.45
305	20-05	Active	Active 41361022 BT PROPERTY LLC	10,585.97	10	10	2.8300000	1,058.60	361.14	1,419.74
305	20-05	Active	Active 41361028 BEST OIL LLC	10,633.08	10	10	2.8300000	1,063.31	362.75	1,426.06
305	20-05	Active	Active 41361029 LUND PROPERTIES LLC	11,777.89	10	10	2.8300000	1,177.79	401.80	1,579.59
305	20-05	Active	Active 41361030 CONSOLIDATED TELEPHONE CO	11,777.89	10	10	2.8300000	1,177.79	401.80	1,579.59
305	20-05	Active	Active 41361032 SUNDQUIST, STEVEN P & JUDITH C	14,463.25	10	10	2.8300000	1,446.33	493.41	1,939.74
305	20-05	Active	Active 41361116 BOLEI, DAVID W ET AL	7,537.85	10	10	2.8300000	753.79	257.15	1,010.94
District Totals				111,027.83				11,102.81	3,787.70	14,890.51
Grand Totals				111,027.83				11,102.81	3,787.70	14,890.51

DATED THIS 18TH DAY OF OCTOBER 2021

TOTAL: \$111,027.83

ATTEST: _____
JENNIFER BERGMAN, CITY ADMINISTRATOR

KELLY BEVANS, PRESIDENT OF COUNCIL

INTEREST RATE 2.83%
YEARS CERTIFIED 10 YEARS

**** THIS SCHEDULE IS ADJUSTED FOR PEOPLE WHO PREPAID AND ANY PARTIAL PREPAIDS, AS WELL AS 75 DAYS OF INTEREST IN 2021 AND ALL OF 2022.

10/05/2021
11:00 AM

CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
305 20-06 SE BRAINERD RECONSTRUCTION

Page: 1/5
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE OF CITY IMPROVEMENT 20-06 SE BRAINERD RECONSTRUCTION.

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig Yrs	Rem No Yrs	No Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
305 20-06	Active	Active	41250504 OTT, DIANE E	4,913.02	10	10	2.8300000	491.30	167.61	658.91
305 20-06	Active	Active	41250593 TWEEDALE, JUSTIN	2,620.27	10	10	2.8300000	262.03	89.39	351.42
305 20-06	Active	Active	41250594 ROBECK, KATIE A & SARAH J	327.53	10	10	2.8300000	32.75	11.17	43.92
305 20-06	Active	Active	41250595 ROBECK, KATIE A & SARAH J	3,930.41	10	10	2.8300000	393.04	134.09	527.13
305 20-06	Active	Active	41250619 HANSON, DEXTER	1,740.03	10	10	2.8300000	174.00	59.36	233.36
305 20-06	Active	Active	41250620 DEGEN, MICHAEL S & JULIE L	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250621 LINDGRON, DONALD & BARBARA	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250623 PINTOK, VICTOR	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250624 PINTOK, VICTOR	1,637.67	10	10	2.8300000	163.77	55.87	219.64
305 20-06	Active	Active	41250628 GOODRIDGE, KAYLA	2,579.33	10	10	2.8300000	257.93	87.99	345.92
305 20-06	Active	Active	41250629 WILT FAMILY PROPERTIES LLC	3,070.63	10	10	2.8300000	307.06	104.75	411.81
305 20-06	Active	Active	41250630 DEASON, KAYLA M	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250631 WIBLE, MERRICA J & DAVID C MAKI	3,070.63	10	10	2.8300000	307.06	104.75	411.81
305 20-06	Active	Active	41250665 QUAM, SANDRA M	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250672 JAY, MICHAEL R & TINA	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250673 SIMMONS, ALIINA R	5,527.14	10	10	2.8300000	552.71	188.56	741.27
305 20-06	Active	Active	41250676 SIMMONS, ALIINA R	3,971.35	10	10	2.8300000	397.14	135.48	532.62
305 20-06	Active	Active	41250677 ANDERSON, TRUDE BETH	7,205.76	10	10	2.8300000	720.58	245.82	966.40
305 20-06	Active	Active	41250678 JOHNSON, GABRIEL R & MARY D	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250681 KNUDSON, DEAN A & SUSAN M	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250682 KLEINECK, ELIZABETH A	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250683 ADDISON, JASON E	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250684 ABERLE, CLEMENT R	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250685 HALSTED, TASHA S	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250686 JAMES-PTACEK, DIANE L	4,094.18	10	10	2.8300000	409.42	139.67	549.09
305 20-06	Active	Active	41250689 GORHAM, SARAH MARIE	2,865.93	10	10	2.8300000	286.59	97.77	384.36

10/05/2021
11:00 AM

CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
305 20-06 SE BRAINERD RECONSTRUCTION

Page: 2/5
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE OF CITY IMPROVEMENT 20-06 SE BRAINERD RECONSTRUCTION.

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig No Yrs	Rem No Yrs	Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
305 20-06	Active	Active	41250694 LEE, LAWRENCE L & CHRISTINE LEE	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250695 JACOB, KITTEN R	4,913.02	10	10	2.8300000	491.30	167.61	658.91
305 20-06	Active	Active	41250696 SHEPHERD, SHANNON	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250697 BICKEL, ANDREW J	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250698 B & K RENTALS 1001 LLC	1,535.32	10	10	2.8300000	153.53	52.38	205.91
305 20-06	Active	Active	41250699 DORION, DERRICK T & DAMIYA N CONNOR	2,558.86	10	10	2.8300000	255.89	87.30	343.19
305 20-06	Active	Active	41250700 BRADLEY, JODI K	4,913.02	10	10	2.8300000	491.30	167.61	658.91
305 20-06	Active	Active	41250701 HICKS, BRADLY	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250714 HEINLEN, CORY	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250799 ECKSTEIN, DOUGLAS	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250812 CHISHOLM, BECKY	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250813 THOMAS, JOHN G	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250817 RANNEY, ROSE E	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250818 ASH PROPERTIES INC	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250823 SCHRADER, MICHAEL J & ELIZABETH J	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250827 SHERWOOD, ERICA L	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250828 KUHN, NATASHA A	2,006.15	10	10	2.8300000	200.62	68.44	269.06
305 20-06	Active	Active	41250829 BACHEL, TIMOTHY G	1,719.56	10	10	2.8300000	171.96	58.66	230.62
305 20-06	Active	Active	41250874 FORLAND, JASON	1,252.82	10	10	2.8300000	125.28	42.74	168.02
305 20-06	Active	Active	41250875 STEGORA, SYLVESTER ROBERT & MARY SU	3,070.63	10	10	2.8300000	307.06	104.75	411.81
305 20-06	Active	Active	41250876 MATTSON, MOLLY ANNE	5,117.72	10	10	2.8300000	511.77	174.59	686.36
305 20-06	Active	Active	41250882 BORG, MICHAEL D & MELISSA	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250883 J J & A PROPERTY MANAGEMENT LLC	3,070.63	10	10	2.8300000	307.06	104.75	411.81
305 20-06	Active	Active	41250897 HERRON, SARAH M	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250898 KELLER, SHAWN M & EMERFOLL, AMY L	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250938 BROWN, STEWART J	2,865.93	10	10	2.8300000	286.59	97.77	384.36

10/05/2021
11:00 AM

CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
305 20-06 SE BRAINERD RECONSTRUCTION

Page: 3/5
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE OF CITY IMPROVEMENT 20-06 SE BRAINERD RECONSTRUCTION.

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig Rem		No Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
					No Yrs	Rem Yrs				
305 20-06	Active	Active	41250942 SARFF, IRENE L (LIFE ESTATE)	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250943 MINOR, JUDITH M	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250946 ZUBKE, SHANNA L	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250947 PUERINGER, DAVID F PUERINGER INVEST	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250950 WESTHOFF, STACY	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250951 RADDATZ, TAMMY & MICHAEL L JR	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250954 THOMAS, DANIEL & TRICIA	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250955 SUITE PROPERTIES LLC	3,226.21	10	10	2.8300000	322.62	110.06	432.68
305 20-06	Active	Active	41250956 SUITE PROPERTIES LLC	1,023.54	10	10	2.8300000	102.35	34.92	137.27
305 20-06	Active	Active	41250957 VAN DE PUTTE, JAMES J REVOCABLE TRU	1,023.54	10	10	2.8300000	102.35	34.92	137.27
305 20-06	Active	Active	41250959 VAN DE PUTTE, JAMES J REVOCABLE TRU	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41250960 BLUME, GREGORY R	5,117.72	10	10	2.8300000	511.77	174.59	686.36
305 20-06	Active	Active	41250961 BLUME, GREGORY R	4,309.12	10	10	2.8300000	430.91	147.01	577.92
305 20-06	Active	Active	41250962 YDE, DAVID E	3,140.24	10	10	2.8300000	314.02	107.13	421.15
305 20-06	Active	Active	41250964 YDE, DAVID E	3,070.63	10	10	2.8300000	307.06	104.75	411.81
305 20-06	Active	Active	41250965 RZ HOLDINGS LLC	5,117.72	10	10	2.8300000	511.77	174.59	686.36
305 20-06	Active	Active	41250967 SMITH, JEAN A (LIFE ESTATE) & LEROY	4,237.48	10	10	2.8300000	423.75	144.56	568.31
305 20-06	Active	Active	41250968 OSTROWSKI, GREGORY M & JOANN G	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250971 ZIEMER, PAMELA L & SEAN K	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250972 ARMSTRONG'S GREENHOUSE LLC	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250975 HANSON, BENJAMIN & LILLI	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250976 CAREW, RUSSELL	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250980 OSWALD, CHRISTOPHER	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250981 KRETZMANN, PAUL	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250985 KYLOCHKO, MICHAEL PAUL & CINDY MARI	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41250986 MUZZY, DEBORAH L & DEBORAH GRIFFITH	2,047.09	10	10	2.8300000	204.71	69.84	274.55

10/05/2021
11:00 AM

CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
305 20-06 SE BRAINERD RECONSTRUCTION

Page: 4/5
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE OF CITY IMPROVEMENT 20-06 SE BRAINERD RECONSTRUCTION.

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig Yrs	Rem No Yrs	No Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
305 20-06	Active	Active	41250987 SAMUELSON, DONALD B	3,070.63	10	10	2.8300000	307.06	104.75	411.81
305 20-06	Active	Active	41250988 TYLER, JODY & KATHRYN	3,070.63	10	10	2.8300000	307.06	104.75	411.81
305 20-06	Active	Active	41250989 HIRSCH, GARY R	3,520.99	10	10	2.8300000	352.10	120.12	472.22
305 20-06	Active	Active	41250996 ROUFS, DAVID J	2,714.44	10	10	2.8300000	271.44	92.60	364.04
305 20-06	Active	Active	41250997 DEROSIER, CHARLES BERNARD & JANEEN	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41251000 TETZLAFF, KRISTY	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41251001 NICKELS, LAVERNE (LIFE ESTATE)	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41251006 HOFF, GEORGE E	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41251007 STONE VALLEY LAND COMPANY LLC	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41251013 WINKELMAN, JOSHUA J & ERIN J	2,865.93	10	10	2.8300000	286.59	97.77	384.36
305 20-06	Active	Active	41251014 MCFATRIDGE, SAMANTHA JO A	3,070.63	10	10	2.8300000	307.06	104.75	411.81
305 20-06	Active	Active	41251016 VLECK, DANIEL P & AMY M	3,132.05	10	10	2.8300000	313.21	106.85	420.06
305 20-06	Active	Active	41300524 BREILLY COURT HOMEOWNER'S ASSOC INC	14,698.10	10	10	2.8300000	1,469.81	501.43	1,971.24
305 20-06	Active	Active	41300881 RIDGEVIEW APARTMENTS OF BRAINERD	12,077.83	10	10	2.8300000	1,207.78	412.04	1,619.82
305 20-06	Active	Active	41300888 DK INVESTMENTS LLC	13,387.97	10	10	2.8300000	1,338.80	456.73	1,795.53
305 20-06	Active	Active	41300889 DK INVESTMENTS LLC	6,427.86	10	10	2.8300000	642.79	219.29	862.08
305 20-06	Active	Active	41300891 RIDGEVIEW APARTMENTS, OF BRAINERD	7,164.81	10	10	2.8300000	716.48	244.43	960.91
305 20-06	Active	Active	41300892 TRI-COUNTY COMM ACTION PRTRNSHP INC	1,351.08	10	10	2.8300000	135.11	46.09	181.20
305 20-06	Active	Active	41300893 TERWILLIGER, TIMOTHY J	4,503.60	10	10	2.8300000	450.36	153.64	604.00
305 20-06	Active	Active	41300894 LIVINGSTON, DONALD A & ROBERTA	2,824.98	10	10	2.8300000	282.50	96.37	378.87
305 20-06	Active	Active	41300895 BRAINERD HOUSING & REDEVELOPMENT	3,070.63	10	10	2.8300000	307.06	104.75	411.81
305 20-06	Active	Active	41300896 HERD, KENNETH & JANET	13,551.73	10	10	2.8300000	1,355.17	462.32	1,817.49
305 20-06	Active	Active	41300898 GOODWIN, DORACE JEANNE TRUST AGR	4,913.02	10	10	2.8300000	491.30	167.61	658.91
305 20-06	Active	Active	41300900 HERD, KENNETH & JANET	4,094.18	10	10	2.8300000	409.42	139.67	549.09
305 20-06	Active	Active	41300902 WOODVIEW RESIDENTIAL SERVICES OF BR	3,684.76	10	10	2.8300000	368.48	125.71	494.19
305 20-06	Active	Active	41300904 HAIDER, MARIA D	3,795.30	10	10	2.8300000	379.53	129.48	509.01

10/05/2021
11:00 AM

CITY OF BRAINERD
ASSESSMENT ROLL FOR CERTIFICATION
305 20-06 SE BRAINERD RECONSTRUCTION

Page: 5/5
DB: BRAINERD

THE CITY COUNCIL OF THE CITY OF BRAINERD DOTH HEREBY ASSESS AND LEVY UPON AND AGAINST THE LOTS AND PARCEL OF LAND DESCRIBED BELOW, THE REPSECTIVE SUMS OF MONEY SET OPPOSITE EACH LOT OR PARCEL. THIS ASSESSMENT IS LEVIED TO DEFRAY THE EXPENSE OF CITY IMPROVEMENT 20-06 SE BRAINERD RECONSTRUCTION.

District	Parcel Status	District Status	Parcel Number	Remaining Principal	Orig Yrs	Rem No Yrs	Interest Rate	2022 Principal Installmnt	2022 Interest Installmnt	2022 Total Installmnt
305 20-06	Active	Active	41300905 TRI-COUNTY COMM ACTION PRTRNSHP INC	5,486.20	10	10	2.8300000	548.62	187.16	735.78
305 20-06	Active	Active	41300907 BRAINERD LAKE PROPERTIES LLC	4,503.60	10	10	2.8300000	450.36	153.64	604.00
305 20-06	Active	Active	41300910 BRAINERD HOUSING & REDEVELOPMENT	4,667.36	10	10	2.8300000	466.74	159.23	625.97
305 20-06	Active	Active	41300912 BISTED, LAURA L & TODD L	4,094.18	10	10	2.8300000	409.42	139.67	549.09
305 20-06	Active	Active	41300913 BISTED, LAURA L & TODD L	5,731.85	10	10	2.8300000	573.19	195.54	768.73
305 20-06	Active	Active	41300915 PETERSON, GAVIN A	4,094.18	10	10	2.8300000	409.42	139.67	549.09
305 20-06	Active	Active	41300916 LINDSTROM, JOSHUA	2,456.51	10	10	2.8300000	245.65	83.80	329.45
305 20-06	Active	Active	41300917 LEMIRE, LAURA	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41300918 STANGLER PROPERTIES LLC	2,047.09	10	10	2.8300000	204.71	69.84	274.55
305 20-06	Active	Active	41300920 ANDERSON ROSE & EDWIN	4,380.77	10	10	2.8300000	438.08	149.45	587.53
305 20-06	Active	Active	41300921 MID-MINNESOTA, WOMEN'S CENTER	5,076.78	10	10	2.8300000	507.68	173.19	680.87
305 20-06	Active	Active	41300922 LINDSTROM, JOSHUA	2,456.51	10	10	2.8300000	245.65	83.80	329.45
305 20-06	Active	Active	41300924 LINDSTROM, JOSHUA	2,456.51	10	10	2.8300000	245.65	83.80	329.45
District Totals				407,119.17				40,711.80	13,888.83	54,600.63
Grand Totals				407,119.17				40,711.80	13,888.83	54,600.63

DATED THIS 18TH DAY OF OCTOBER 2021

TOTAL: \$407,119.17

ATTEST: _____
JENNIFER BERGMAN, CITY ADMINISTRATOR

KELLY BEVANS, PRESIDENT OF COUNCIL

INTEREST RATE 2.83%
YEARS CERTIFIED 10 YEARS

**** THIS SCHEDULE IS ADJUSTED FOR PEOPLE WHO PREPAID AND ANY PARTIAL PREPAIDS, AS WELL AS 75 DAYS OF INTEREST IN 2021 AND ALL OF 2022.

R E S O L U T I O N
NO. _____

RESOLUTION ADOPTING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessments for the improvements of the following described streets, alleys, and utilities in the City of Brainerd:

IMPROVEMENTS 20-05 and 20-06

Street Resurfacing and Reconstruction

Madison Street – S 10th Street to SE 13th Street

St. Louis Avenue – SE 11th Street to 260 feet east of SE 13th Street

Chicago Avenue – SE 11th Street to 250 feet east of SE 13th Street

Portland Avenue – 300 feet west of SE 11th Street to 260 feet east of SE 13th Street

Rosewood Street – 280 feet west of SE 11th Street to SE 11th Street

SE 15th Street – 230 feet south of Rosewood Street to Oak Street

Quince Street – SE 15th Street to SE 16th Street SE 16th Street – Quince Street to Oak Street

Walnut Street – Breilly Court to Oak Street

Pine Street – Walnut Street to Beech Street

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

1. Such proposed assessment, a copy of which is on file in the offices of the City Administrator and City Engineer, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January 2022 and shall bear interest at the rate of two and eighty-three hundredths' percent (2.83%) percent per annum from the date of the adoption of this resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2021. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the Crow Wing County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within thirty (30) days from the adoption of this Resolution; and he or she may, at any time thereafter, pay to the City Administrator the entire amount of the assessment remaining unpaid with interest accrued to December 31, of the year in which such payment is made.
4. The City Administrator shall forthwith transmit a certified duplicate of this assessment to the Crow Wing County Auditor to be extended on the property tax list of the County. Such assessment shall be collected and paid over in the same manner as other municipal taxes.

Adopted this _____ day of _____, 2021

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: Dangerous Dog Hearing

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☒ MAIN AGENDA	Action Requested: ☒ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: Jennifer Bergman	Department: Administration
Presenter (Name & Title): City Attorney, Animal Control Officer, and Dog Owner	Estimated Time Needed: 15 Minutes
Summary of Issue: The City received a request on October 8, 2021, from Angela Blakemore for a hearing regarding her dogs Ava, Brownie and Wendy. Pursuant to Brainerd City Ordinance 900.25, the City Administrator shall place the matter before the City Council at its next regular council meeting. Please see the attached request for hearing and section of the City Ordinance pertaining to the regulation of dangerous dogs.	
Alternatives, Options, Effects on Others/Comments: Attached is the report by Animal Control Officer Mike O'Brien and the completed Dangerous Dog Hearing Request form for all three dogs.	
Recommended Action/Motion: Conduct the dangerous dog hearing and make a determination of the facts and issue an order as to whether or not the said animal is properly characterized as dangerous.	
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>	

Subd. 2. Confinement. Any animal reasonably suspected of being diseased and presenting a threat to the health and safety of the public, may be apprehended and confined in the pound by any person or Enforcement Officer. The Officer shall have a qualified veterinarian examine the animal. If the animal is found to be diseased in such a manner so as to be a danger to the health and safety of the City, the Officer shall cause such animal to be painlessly killed and shall properly dispose of the remains. The owner or keeper of the animal killed under this Section shall be liable for all costs of maintaining and disposing of the animal, plus the costs of any veterinarian examinations.

Subd. 3. Release. If the animal, upon examination, is not found to be diseased within the meaning of this Section, the animal shall be released to the owner or keeper free of charge.

900.25 Regulation of Dangerous Dogs. Subdivision 1. Definition of Dangerous Dog. The definition of a dangerous dog shall be taken from Minnesota Statutes Sections 347.50-347.56, as those statutes may be amended from time to time, which are hereby adopted and incorporated by reference into the Brainerd City Code. The Enforcement Officer, or designee, shall have the authority to order the euthanasia of a dangerous dog meeting the criteria established in State Statute, subject to the procedure set forth herein.

Subd. 2. Proper Enclosure. Proper enclosure means securely confined indoors or in a securely locked outdoor pen or structure suitable to prevent the dog from escaping and to provide protection for the animal from the elements. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the animal to exit of its own volition, or any house or structure in which windows are open or in which door or window screens are the only barriers which prevent the animal from exiting. The enclosure shall not allow the egress of the animal in any manner without human assistance. A pen or kennel shall meet all of the following minimum specifications:

- A) Have a minimum overall floor size of thirty-two (32) square feet.
- B) Sidewalls shall have a minimum height of five (5) feet and be constructed of 11-gauge or heavier wire. Openings in the wire shall not exceed two (2) inches, support posts shall be one-and-one-quarter-inch or larger steel pipe buried in the ground eighteen (18) inches or more. When a concrete floor is not provided, the sidewalls shall be buried a minimum of eighteen (18) inches in the ground.
- C) A cover over the entire pen or kennel shall be provided. The cover shall be constructed of the same gauge wire or heavier as the sidewalls and shall also have no openings in the wire greater than two (2) inches.
- D) An entrance/exit gate shall be provided and be constructed of the same material as the sidewalls and shall also have no openings in the wire greater than two (2) inches. The gate shall be equipped with a device capable of being locked and shall be locked at all times when the animal is in the pen or kennel.

- E) The pen or kennel must be located in the animal owner's backyard and be at least five (5) feet from any property line.

Subd. 3. Unprovoked. Unprovoked shall mean the condition in which the animal is not purposely excited, stimulated, agitated, or disturbed.

Subd. 4. Procedure/Hearing. The procedure to seize an animal that appears to be dangerous shall be as follows

- A) Notify the owner, by registered mail that the animal appears to be dangerous. The notice shall specify the dates, times, places and parties or animals bitten. Said notice shall also apprise the owner of the animal that he or she may request a hearing before the City Council by notifying the City Administrator within ten (10) days after the receipt of the notice.
- B) If the owner does not request a hearing within ten (10) days of said notice, the Enforcement Officer shall immediately take possession of the animal and euthanize same.
- C) If the owner of the animal requests a hearing as to the dangerous nature of the animal, the City Administrator shall place the matter before the City Council at its next regular meeting. The owner may present evidence in opposition to the designation of the animal as dangerous. The Animal Control Officer shall present evidence to the City Council that supports the determination that the animal is dangerous. Following the hearing, the Council shall make a determination of the facts and issue an order as to whether or not said animal is properly characterized as dangerous. If the Council determines that the animal is dangerous, it will then order the owner to deliver said animal to the Animal Control Officer for the purpose of euthanizing said animal, unless the owner provides an alternative proposal, acceptable to the City Council which may include the permanent removal of the animal from the Brainerd City limits.

(Amended Ord. 1043 – 1998, Ord. 1325 – 2008)

900.27 Dangerous Animal Requirements. Subdivision 1. Requirements. If the City Council does not order the destruction of an animal that has been declared dangerous, the City Council may, as an alternative, order any or all of the following:

- A) That the owner provide and maintain a proper enclosure for the dangerous animal as specified in Section 900.25, Subd. 2;
- B) Post the front and the rear of the premises with clearly visible warning signs, including a warning symbol to inform children, that there is a dangerous animal on the property as specified in Minnesota Statutes Sections 347.50-347.56;

Issuing Officer & Badge Number _____

Date _____

**BRainerd POLICE DEPARTMENT
DANGEROUS DOG REQUEST FOR HEARING**

(To Be Completed by Dog Owner)

Date of Request: _____

OWNER:

Full Name: _____

Date of Birth: 4-11-75

Address: _____

Home Phone #: _____

City/State/Zip: _____

Alternate/Cell Phone #: _____

ANIMAL:

Name of Animal: Ava

Date Seized (if applicable): _____

Breed: Lab/mix

Color(s): _____

Markings: _____

Return completed form to the Brainerd Police Department.

Pursuant to Brainerd City Ordinance 900.25:

- A request for a hearing must be made within 10 days of receipt of notice of that the animal appears to be dangerous.
- If the owner of the animal requests a hearing as to the dangerous nature of the animal, the City Administrator shall place the matter before the City Council at its next regular meeting. The owner may present evidence in opposition to the designation of the animal as dangerous. The Animal Control Officer shall present evidence to the City Council that supports the determination that the animal is dangerous.
- Following the hearing, the Council shall make a determination of the facts and issue an order as to whether or not said animal is properly characterized as dangerous.
- If a request for hearing is made, the owner must immediately comply with the requirements of Minnesota State Statute 347.52, paragraphs (a) and (c), until such time as the Council makes a determination.
- If the Council affirms the dangerous dog declaration, the owner will have 14 days from the receipt of the decision to comply with all other requirements of Minnesota State Statutes 347.51, 347.515 and 347.52 and/or Brainerd City Ordinance 900.27.
- All costs incurred for confining, impounding and/or disposing of the animal are the responsibility of the owner, except to the extent that a court or hearing officer finds that the seizure or impoundment was not substantially justified by law.

I hereby request a hearing as to the dangerous nature of the animal.

Angie Blakum

Signature of Dog Owner/Representative

10/08/21

Date

FOR OFFICE USE ONLY:

Received by: _____

Date Received: _____

ICR #: _____

Date Notice was
Served: _____

Issuing Officer & Badge Number _____

Date _____

**BRainerd POLICE DEPARTMENT
DANGEROUS DOG REQUEST FOR HEARING**

(To Be Completed by Dog Owner)

Date of Request: _____

OWNER:

Full Name: Angela Blake

Date of Birth: 4-15-79

Address: 515 2nd Ave NE
(First, Middle, Last)

Home Phone #: _____

City/State/Zip: Brainerd MN 56401

Alternate/Cell Phone #: _____

ANIMAL:

Name of Animal: Verdy

Date Seized (if applicable): _____

Breed: Lab/mix Color(s): Black

Markings: _____

Return completed form to the Brainerd Police Department.

Pursuant to Brainerd City Ordinance 900.25:

- A request for a hearing must be made within 10 days of receipt of notice of that the animal appears to be dangerous.
- If the owner of the animal requests a hearing as to the dangerous nature of the animal, the City Administrator shall place the matter before the City Council at its next regular meeting. The owner may present evidence in opposition to the designation of the animal as dangerous. The Animal Control Officer shall present evidence to the City Council that supports the determination that the animal is dangerous.
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- All costs incurred for confining, impounding and/or disposing of the animal are the responsibility of the owner, except to the extent that a court or hearing officer finds that the seizure or impoundment was not substantially justified by law.

I hereby request a hearing as to the dangerous nature of the animal.

Angela Blake

Signature of Dog Owner/Representative

10/08/21

Date

FOR OFFICE USE ONLY:

Received by: _____ Date Received: _____ ICR #: _____

Date Notice was Served: _____

Issuing Officer & Badge Number

Date

**BRainerd POLICE DEPARTMENT
DANGEROUS DOG REQUEST FOR HEARING**

(To Be Completed by Dog Owner)

Date of Request: _____

OWNER:

Full Name: Angie Blakemore

Date of Birth: 4/15-79

Address: 515 2nd Ave

Home Phone #: _____

City/State/Zip: Brainerd MN 56601

Alternate/Cell Phone #: _____

ANIMAL:

Name of Animal: Brownie

Date Seized (if applicable): _____

Breed: Lab mix

Color(s): _____

Markings: _____

Return completed form to the Brainerd Police Department.

Pursuant to Brainerd City Ordinance 900.25:

- A request for a hearing must be made within 10 days of receipt of notice of that the animal appears to be dangerous.
- If the owner of the animal requests a hearing as to the dangerous nature of the animal, the City Administrator shall place the matter before the City Council at its next regular meeting. The owner may present evidence in opposition to the designation of the animal as dangerous. The Animal Control Officer shall present evidence to the City Council that supports the determination that the animal is dangerous.
- Following the hearing, the Council shall make a determination of the facts and issue an order as to whether or not said animal is properly characterized as dangerous.
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- If the Council affirms the dangerous dog declaration, the owner will have 14 days from the receipt of the decision to comply with all other requirements of Minnesota State Statutes 347.51, 347.515 and 347.52 and/or Brainerd City Ordinance 900.27.
- All costs incurred for confining, impounding and/or disposing of the animal are the responsibility of the owner, except to the extent that a court or hearing officer finds that the seizure or impoundment was not substantially justified by law.

I hereby request a hearing as to the dangerous nature of the animal.

Angie Blakemore
Signature of Dog Owner/Representative

10/08/21
Date

FOR OFFICE USE ONLY:

Received by: _____ Date Received: _____ ICR #: _____

Date Notice was
Served: _____



BRAINERD POLICE DEPARTMENT

INCIDENT REPORT

ICR# 21013477	AGENCY OR# MN0180100	JUVENILE:
Reported: 09-28-2021 1714 First Assigned: 1731 Last Cleared: 1839 Committed Start: Committed End: Title: Animal Bite Dog How Received: Phone Short Description: Reports three dogs attacked and killed her adult nieces dog. Niece suffered injured hand during the attack. Animal Control fully involved in the investigation and not requesting assistance from L.E. at this time. Summary: Three dogs killed another dog and adult niece suffered injury to her hand. Location(s) Address: 500 500 M St City: Brainerd State: MN Zip: 56401 Country: US Officer Assigned: Reed, Joel Badge No: 709 Primary: Yes		
Involvement: Reported By Age: 67 Address: (Residence) 16920 32nd Ave N Phone: (Cell) () Eye Color: E ID Number(s) ID Type: Drivers License Name: Tautges, Catherine Ann Sex: F Race: U City: Plymouth State: MN Zip: 55447-125 Country: DOB: () Height: () Weight: () ID #: () State: MN Year: () Class: ()		
Involvement: Mentioned Age: 56 Address: (Residence) 12627 Lower Sylvan R Phone: (Home) () Eye Color: L Hair Color: E Facial Hair: () ID Number(s) ID Type: Drivers License Name: Schutt, Thomas Alan Sex: M Race: () City: Pillager State: MN Zip: 56473 Country: DOB: () Height: () Weight: () ID #: () State: MN Year: () Class: ()		
Involvement: Owner Age: 26 Address: (Residence) 515 2nd Ave NE Phone: (Home) (218)537-8570 Phone: (Home) (218)851-4960 Eye Color: BRO Hair Color: BRO Tattoos: TAT RF ARM Facial Hair: None ID Number(s) ID Type: Drivers License Name: Scott, Nathan William Sex: M Race: () City: Brainerd State: MN Zip: 56401 Country: DOB: () Height: () Weight: () ID #: () State: MN Year: () Class: ()		
State: MN Make: DODG	Plate: () Model:	VIN: () Year: 1998 Color: WHI

Brainerd Animal Control
225 E River rd
Brainerd, MN 56401
(218) 820-6288

10/11/2021

On 9/28/2021 at approximately 5:28 pm Animal Control received a call through CWCSO dispatch advising of a dog attack on another dog. Dispatch transferred the call and I spoke with a Catherine Tautges. Catherine explained that her 2 nieces (Abbey Wright 11/12/2002, Kyleigh Wright 07/01/2008) were walking their dog near their grandparents home in the field north of M St Ne and their dog was viciously attacked and killed by 3 larger dogs. She stated that the man walking the 3 dogs was watching them for someone else and that he gave them a phone number and they took his license plate number from his white van. He was later identified as Thomas Schutt from Pillager. Catherine asked Thomas to stay till we showed up and he told her that he did not want to be involved. Catherine stated that since he was not waiting around that she was going to bring the girls back to her home as they were traumatized. She stated that their dog (Lizzie 3 year old Sheltie) was wrapped up in a tarp and in the grandfathers garage (Gordon Wright) at 812 5th Ave Ne.

I advised her that I was off duty and just going into my children's parent teacher conferences and as soon as I could I would head over to the grandfathers home to view the dog. I arrived at Gordons home at 8:45 pm and Gordon met me at my truck. He brought me into the garage where I observed a white canvas tarp covered in blood. He stated that Thomas had wrapped the dog up and brought it to his home. He stated that he had not seen the dog yet. I unwrapped the tarp and observed a deceased female Sheltie mix which had clearly been attacked by another animal. She had lacerations in several locations on her body including but not limited to her upper torso, front and back legs, head, ears, and stomach region. There was also several feet on intestine pulled from her body through a large open wound on the right side of her stomach. Gordon stated that they were going to bring the dog to a veterinarian the next day to be cremated. I photographed the dog and left.

After a couple attempts I was able to reach Thomas Shutt on the phone at 9:02 pm. He stated that he was walking the dogs in the field north of M St Ne near 5th Ave Ne. He was walking the dogs because they don't get enough exercise at home. He said he has been walking them there for years. Thomas stated that he heard the dogs fighting something and seen 2 girls about the same time. He asked the girls if they had a dog and when they stated that they did he went running into the woods. He stated it was the worst thing he had seen and that he could not control the dogs. He stated that he taught boxing and he punched one of them very hard but there was nothing he could do to stop them. He said that one of the girls was trying to help separate them and at one time she pulled her dog away from them but they ripped her dog out of her arms. He also stated that he had several gashes on his hands and he didn't know if the dogs were vaccinated for rabies. He then told me that the dogs belonged to Angela Blakemore and her son Nathan Scott on 2nd Ave Ne. I asked him which dogs he had and he stated all 3, and named Ava, Brownie, and Wendy. Thomas stated that his entire body was covered in blood and that it was like they were attacking a raccoon. He again said he tried everything but there was nothing he could do.

I know Nathan well as we have had numerous complaints from people in NE Brainerd regarding Nates dogs being at large several times. In the past 2 years we have caught Nates dogs at large and brought them to the shelter 9 times and brought them back to Nates house several other times.

On 9/29/2021 at 11:29 am I arrived at Nathan and Angela's home to speak with them. Angela stated that all 3 dogs were vaccinated for rabies and that they received those from Iron Range Veterinarian clinic. I explained that if her dogs were in fact vaccinated for rabies that she would be able to quarantine them at home but if they were not we would seize them and hold them at the shelter for the 10 day quarantine. She stated that Nate was at work and he knew where the paperwork was regarding their rabies vaccines. I told her that she needed to have Nate call me as soon as he got home.

I left Angela's home and immediately called the Iron Range Veterinary clinic. They stated that they had in fact seen all 3 dogs at their clinic but it had been several years. Ava's rabies vaccine expired in May 2018 and Brownie and Wendy's vaccines both expired in September of 2019.

I then went to Catherine Tautges home to interview her niece Abbey Wright, the owner of Lizzie the deceased dog. She stated that her and her sister were at her grandparents and took their dog for a walk in the field by the Mill Ave fire station. She stated that she let her dog off its leash as she listens very well. She said that she heard some yelping and at that time a guy yelled at them asking if she had a dog. She stated she did the guy went running towards the noise, as did she. She said when she got to the dogs she seen 3 dogs attacking her dog. The guy was trying to pull one dog off and she tried pulling another off, but it was impossible with 3 dogs. She stated that there was a black dog, and brown dog, and a light brown dog. She said that she was able to pull her dog free and was trying to escape

but the lighter brown dog ripped Lizzie out of her arms. There was nothing they could do and in a minute or so Lizzie quit making noise. She said that the guy put the 3 dogs in his van then came back to get Lizzie as he had a tarp to wrap her up. He was carrying Lizzie to his van and one of the brown dogs jumped out of an open window and started running towards her, but he was able to stop it. She then went back to her grandparents' house and the guy brought her dog there for her. Abbey explained that it was very violent and she was clearly still visibly shaken and broke down crying several times. Abbey had a couple small lacerations on her hands and she did go to the ER to get looked at. I explained that the dogs were not vaccinated for rabies and we were going to seize them for a 10 day quarantine. She stated that her sister did not receive any injuries.

Thomas then called me at 2:09pm and said that if I needed to impound the dogs he would bring them to the shelter to meet me. We agreed to meet around 5:00 pm.

At 4:38 pm Nate Scott called me and I explained to him that since they were unable to provide any proof of any current rabies vaccine that we would need to impound the dogs and Thomas had agreed to meet me at the shelter with them later in the day.

At 5:00 pm I met Thomas and Angela at HART and I took possession of all 3 dogs and placed them in separate kennels.

The next day on 9/30/2021 I prepared the paperwork declaring all 3 dogs dangerous dogs due to the fact that they killed a domestic animal without provocation off their property. We delivered that paperwork to Angela at approximately 12:00 pm and explained to her how to contest the dangerous declaration if she wished to. She refused to sign the paperwork stating that she received it.

Over the course of the next few days I exchanged several text messages with Nate as he had some questions how to properly fill out the request for a hearing form. I advised him how to properly do that and was notified on 10/08/2021 that the request for a hearing forms had been delivered to the police department.

On 10/11/2021 at approximately 10:30 am Thomas and Nate arrived at HART to reclaim all 3 dogs. I explained to them the conditions that they needed to follow several times, and specifically told them that the dogs could not be outside of their home unless they were in a proper enclosure or were on a leash, held by an adult, and had a muzzle on them at all times which would prevent them from biting anyone or another animal. Both Thomas and Nate stated that they understood this and we then proceeded to get the dogs leashed and muzzled one at a time. Thomas was able to get Ava and Wendy properly muzzled and led them to their vehicle. Nate was having trouble getting the muzzle on Brownie and several times said he was just going to bring her out without a muzzle. Again, several times I explained to him that the law was they needed to be leashed and muzzled. He ignored me and picked her up and started walking back to the car. I informed him that he needed to come back into the shelter immediately and put the muzzle on her properly or I wouldn't release the dog. Thomas was able to get the muzzle on Brownie and brought her to the car.

End of report-

A handwritten signature in black ink, appearing to read "Michael O'Brien", is written over a horizontal line.

Michael O'Brien
Brainerd Animal Control

MUNICIPALITY Brainerd

I CERTIFY THAT I HAVE PICKED UP MY PET
FROM HEARTLAND ANIMAL RESCUE TEAM

ON 10/11/21 AT 10:45 A.M. or P.M.

Date owner picked up pet

OWNER and pet information MUST be filled out completely, per municipality.

Anco Lab mix 10yrs
Pet's Name Breed Age
(Circle One) Male Neutered Male Female Spayed Female

Is pet licensed in the city/municipality in which you reside? YES _____ NO _____
If not, and your municipality requires licensing, please make arrangements to do so.

Owner's name (Please Print) Nate Scott

Address 515 2nd Ave NE

City/State/Zip Brainerd MN 56401

Home Phone _____ Work Phone _____

CHARGES:

Days boarded <u>10</u> @ \$ <u>50</u> - per day	\$ <u>500.00</u>
Sales Tax @ 7.875%	\$ <u>39.38</u>
Pick Up Fee (set by ACO & Municipality)	\$ <u>30.00</u>
Mileage: <u>.545</u> X _____ miles	\$ _____
Other costs involved (vet, City license, etc.)	\$ <u>20.00 LIC # 88</u>
TOTAL CHARGES BILLED TO OWNER:	\$ <u>589.38</u>
Credit Card _____ Cash _____	

Please be advised that your pet has been on the loose and may have been exposed to any number of situations and/or diseases. We have tried to take every precaution to ensure your pet's health while it was housed at H.A.R.T. At any given time, we may have animals coming into our impound area that have or have been exposed to Parvo, Kennel Cough, Feline Leukemia, upper respiratory infections, or other illnesses. Because of these conditions, we do advise you to contact your vet with any questions you may have. Your pet did _____ did not X receive vaccinations while at H.A.R.T.
Vaccination record has been given to owner. Yes _____ No X.

Owner's Signature Nate Scott

Initials of HART rep. _____

H.A.R.T. KENNEL License#MN40886

**BRainerd POLICE DEPARTMENT
NOTICE OF DANGEROUS DOG**

Date of Notification: 09-30-2021

ICR #: 21013477

OWNER:

Full Name: Nathan William Scott
(First, Middle, Last)

Date of Birth: _____

Address: 515 2nd Ave Ne

Home Phone #: _____

City/State/Zip: Brainerd, MN 56401

Alternate/Cell Phone #: _____

ANIMAL:

Name of Animal: Ava Sex: F Altered: ☐ Yes ☒ No Age: 10Y

Breed: Lab mix Color(s): Light Brown Markings: _____

Dog previously classified as Potentially Dangerous? ☐ Yes ☒ No Date of Previous Incident: _____

INCIDENT:

Date of Incident: 09-28-2021 Time of Incident: 1700

Location of Incident 5th Ave Ne and M st Ne- in the field nearest 520 M St Ne

Parties or Animals Bitten: Lizzie- 3 y/o Sheltie

You are hereby placed on notice that your dog has been defined by Minnesota State Statute 347.50 as Dangerous.

_____ On above date, said dog, without provocation, inflicted substantial bodily harm on a human being on public or private property.

X On above date, said dog killed a domestic animal without provocation while off the owner's property.

_____ On above date, after said dog had been found to be potentially dangerous and the owner was duly notified, said dog aggressively bit, attacked, or endangered the safety of humans or domestic animals.

You must register your DANGEROUS DOG by completing the attached *Dangerous Dog Registration* form and returning it to our office within 14 days of this notification. Failure to comply with the State Statute regarding dangerous dogs is a crime and may result in a criminal charge and your dog being confiscated and confined at your expense.

Pursuant to Brainerd City Ordinance 900.25, you may request a hearing before the City Council to determine the validity of the Dangerous Dog declaration by completing the attached *Dangerous Dog Request for Hearing* form and returning it to our office within 10 days of this notification. If a hearing is requested, the owner must immediately comply with the requirements of Minnesota State Statute 347.52, paragraphs (a) and (c), until such time as the Council issues an opinion. If the Council affirms the Dangerous Dog declaration, the owner will have 14 days from the receipt of that decision to comply with all other requirements of Minnesota State Statutes 347.51, 347.515 and 347.52 and/or Brainerd City Ordinance 900.27. All costs incurred for confining, impounding and/or disposing of the animal are the responsibility of the owner.

I hereby acknowledge receipt of this Notice of Dangerous Dog.

* Refused to Sign M.O.
Signature of Dog Owner/Representative

Date

Michael O'Brien ACO

9/30/21
9/30/21

**BRainerd POLICE DEPARTMENT
NOTICE OF DANGEROUS DOG**

Date of Notification: 09-30-2021

ICR #: 21013477

OWNER:

Full Name: Nathan William Scott
(First, Middle, Last)

Date of Birth: _____

Address: 515 2nd Ave Ne

Home Phone #: _____

City/State/Zip: Brainerd, MN 56401

Alternate/Cell Phone #: _____

ANIMAL:

Name of Animal: Brownie Sex: F Altered: ☐ Yes ☒ No Age: 4

Breed: Lab Mix Color(s): Dark Brown Markings: _____

Dog previously classified as Potentially Dangerous? ☐ Yes ☒ No Date of Previous Incident: _____

INCIDENT:

Date of Incident: 09-28-2021 Time of Incident: 1700

Location of Incident 25 yards north of intersection of 5th Ave Ne & M St Ne

Parties or Animals Bitten: Lizzie, 3 year old sheltie

You are hereby placed on notice that your dog has been defined by Minnesota State Statute 347.50 as Dangerous.

_____ On above date, said dog, without provocation, inflicted substantial bodily harm on a human being on public or private property.

X On above date, said dog killed a domestic animal without provocation while off the owner's property.

_____ On above date, after said dog had been found to be potentially dangerous and the owner was duly notified, said dog aggressively bit, attacked, or endangered the safety of humans or domestic animals.

You must register your DANGEROUS DOG by completing the attached *Dangerous Dog Registration* form and returning it to our office within 14 days of this notification. Failure to comply with the State Statute regarding dangerous dogs is a crime and may result in a criminal charge and your dog being confiscated and confined at your expense.

Pursuant to Brainerd City Ordinance 900.25, you may request a hearing before the City Council to determine the validity of the Dangerous Dog declaration by completing the attached *Dangerous Dog Request for Hearing* form and returning it to our office within 10 days of this notification. If a hearing is requested, the owner must immediately comply with the requirements of Minnesota State Statute 347.52, paragraphs (a) and (c), until such time as the Council issues an opinion. If the Council affirms the Dangerous Dog declaration, the owner will have 14 days from the receipt of that decision to comply with all other requirements of Minnesota State Statutes 347.51, 347.515 and 347.52 and/or Brainerd City Ordinance 900.27. All costs incurred for confining, impounding and/or disposing of the animal are the responsibility of the owner.

I hereby acknowledge receipt of this Notice of Dangerous Dog.

* Refused to Sign m.o
Signature of Dog Owner/Representative

Michael O'Brien ACO

9/30/21
Date

9/30/21

**BRainerd POLICE DEPARTMENT
NOTICE OF DANGEROUS DOG**

Date of Notification: 09-30-2021

ICR #: 21013477

OWNER:

Full Name: Nathan William Scott
(First, Middle, Last)

Date of Birth:

Address: 515 2nd Ave Ne

Home Phone #:

City/State/Zip: Brainerd, MN 56401

Alternate/Cell Phone #:

ANIMAL:

Name of Animal: Wendy Sex: F Altered: ☐ Yes ☒ No Age: 4

Breed: Lab Mix Color(s): Black Markings:

Dog previously classified as Potentially Dangerous? ☐ Yes ☒ No
Date of Previous Incident:

INCIDENT:

Date of Incident: 09-28-2021 Time of Incident: 1700

Location of Incident: 25 yards north of intersection of 5th Ave Ne & M St Ne

Parties or Animals Bitten: Lizzie, 3 year old sheltie

You are hereby placed on notice that your dog has been defined by Minnesota State Statute 347.50 as Dangerous.

 On above date, said dog, without provocation, inflicted substantial bodily harm on a human being on public or private property.

 X On above date, said dog killed a domestic animal without provocation while off the owner's property.

 On above date, after said dog had been found to be potentially dangerous and the owner was duly notified, said dog aggressively bit, attacked, or endangered the safety of humans or domestic animals.

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I hereby acknowledge receipt of this Notice of Dangerous Dog.

* Refused to sign M.O
Signature of Dog Owner/Representative

Michael O'Brien ACO

9/30/21
Date
9/30/21

347.50 DEFINITIONS.

Subdivision 1. **Terms.** For the purpose of sections 347.50 to 347.56, the terms defined in this section have the meanings given them.

Subd. 2. **Dangerous dog.** "Dangerous dog" means any dog that has:

- (1) without provocation, inflicted substantial bodily harm on a human being on public or private property;
- (2) killed a domestic animal without provocation while off the owner's property; or
- (3) been found to be potentially dangerous, and after the owner has notice that the dog is potentially dangerous, the dog aggressively bites, attacks, or endangers the safety of humans or domestic animals.

Subd. 3. **Potentially dangerous dog.** "Potentially dangerous dog" means any dog that:

- (1) when unprovoked, inflicts bites on a human or domestic animal on public or private property;
- (2) when unprovoked, chases or approaches a person, including a person on a bicycle, upon the streets, sidewalks, or any public or private property, other than the dog owner's property, in an apparent attitude of attack; or
- (3) has a known propensity, tendency, or disposition to attack unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals.

Subd. 4. **Proper enclosure.** "Proper enclosure" means securely confined indoors or in a securely enclosed and locked pen or structure suitable to prevent the animal from escaping and providing protection from the elements for the dog. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the dog to exit of its own volition, or any house or structure in which windows are open or in which door or window screens are the only obstacles that prevent the dog from exiting.

Subd. 5. **Owner.** "Owner" means any person, firm, corporation, organization, or department possessing, harboring, keeping, having an interest in, or having care, custody, or control of a dog.

Subd. 6. **Substantial bodily harm.** "Substantial bodily harm" has the meaning given it under section 609.02, subdivision 7a.

Subd. 6a. **Great bodily harm.** "Great bodily harm" has the meaning given it under section 609.02, subdivision 8.

Subd. 7. **Animal control authority.** "Animal control authority" means an agency of the state, county, municipality, or other governmental subdivision of the state which is responsible for animal control operations in its jurisdiction.

Subd. 8. **Provocation.** "Provocation" means an act that an adult could reasonably expect may cause a dog to attack or bite.

History: 1988 c 711 s 1; 1989 c 37 s 3-5; 1994 c 550 s 1; 1Sp2001 c 8 art 8 s 14,15; 2008 c 325 s 2



Brainerd City Council Agenda Request

Requested Meeting Date: October 18, 2021

Title of Item: Res - Decl. Assessments and Ordering PH - Nuisance Abatements

☐ INFORMATION ONLY ☐ CONSENT AGENDA ☐ P&F COMMITTEE ☐ SPW COMMITTEE ☒ MAIN AGENDA	Action Requested: ☐ Approve/Deny Motion ☒ Adopt Resolution (attach draft) ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing* ☐ Ordinance 1 st Reading <i>*provide copy of published hearing notice</i>
Submitted by: Community Development Director	Department: Community Development
Presenter (Name & Title): David Chanski, CDD	Estimated Time Needed: 5 minutes
Summary of Issue: The City Council declared costs to be assessed, ordered the preparation of the proposed assessment, and called a public hearing for \$36,370 in nuisance assessments on September 20. However, staff has since discovered an additional \$2,700 in nuisance assessments that were not caught in the original assessment search. A new resolution must, therefore, be adopted, declaring these costs to be assessed, order the preparation of the proposed assessment, and call a public hearing on the proposed assessment. As this is the first year that staff is fully using BS&A for citation issuance, tracking, and reporting, we are working out all the bugs and ensuring that reports pull all the correct information.	
Alternatives, Options, Effects on Others/Comments: Pursuant Minnesota Statute 429 and to continue with assessment proceedings, the City Council must declare costs to be assessed, order the preparation of the proposed assessment, and call a public hearing on the proposed assessment.	
Recommended Action/Motion: Staff recommends adopting the attached resolution in which declares the cost to be assessed, orders the preparation of the proposed assessment, and sets a public hearing on the proposed assessment for November 1, 2021 at 7:30 PM.	
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>	

R E S O L U T I O N
NO _____

**RESOLUTION DECLARING COSTS TO BE ASSESSED
ORDERING PREPARATION OF PROPOSED ASSESSMENT,
AND ORDERING A PUBLIC HEARING ON PROPOSED ASSESSMENT**

WHEREAS, the costs have been determined for Nuisance Abatement involving the following described areas in the City of Brainerd:

NUISANCE ABATEMENT

Nuisance Abatement and Administrative Citations

Misc properties around the City

WHEREAS, the estimated total cost to be assessed for said Nuisance Abatement and Administrative Citations is \$2,700, and

WHEREAS, the City Council has ordered preparation of the proposed assessment, and

WHEREAS, the City Council hereby sets the Public Hearing for Monday, November 1, 2021, at 7:30 p.m.,

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

1. The portion of the cost of such improvement to be paid by the City for Nuisance Abatement and Administrative Citations is hereby declared to be - \$0.00, and the portion of the cost to be assessed against property owners is declared to be \$2,700.00.

2. Assessments shall be payable in annual installments extending over a period of one year, to be paid on or before the first Monday in January 2022 and shall bear interest at the rate of two and eighty-three hundredths' percent (2.83%) per annum from the date of the adoption of the assessment resolution.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property with interest accrued to the date of payment to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. The owner of any property so assessed may at any time thereafter pay to the Crow Wing County Auditor the entire amount of the assessment remaining unpaid with interest accrued to December 31 of the year in which such payment is made.

4. Pursuant to Ordinance No. 974 deferred assessments may be granted by the City Council where a financial hardship exists and pursuant to Resolution No. 4988 and any amendments thereto, the City Council may defer a special assessment for needy persons.

5. Pursuant to proper notice duly given as required by law, the hearing will be held on the 1st of November 2021 in the City Hall building at Brainerd, Minnesota, at 7:30 p.m. concerning

such proposed assessments and at such time and place all persons owning property affected by such improvements were given an opportunity to be heard with reference to such assessments.

Adopted this ____ day of _____, 2021

KELLY BEVANS
President of the Council

Approved this ____ day of _____, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

NOTICE OF HEARING ON PROPOSED ASSESSMENT

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Brainerd, Minnesota will meet in the Council Chambers of the Brainerd City Hall at 7:30 p.m. on November 1, 2021, to pass upon the proposed assessment for the following:

NUISANCE ABATEMENT

Nuisance Abatement and Administrative Citations

Miscellaneous properties around the City

The areas proposed to be assessed for these improvements are the properties abutting and/or benefitting from the above described projects.

The proposed assessment role is on file for public inspection at the City Administrator's Office and the City Engineer's Office.

The total cost of Nuisance Abatement is \$2,700 of which \$2,700 is proposed to be assessed.

Written or oral objections will be considered at the meeting. No appeal may be taken as to the amount of any assessment unless a signed, written objection is filed with the City Administrator prior to the hearing or presented to the presiding officer at the hearing. The Council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

The amount to be specifically assessed against your particular lot, piece or parcel of land is shown on the attached enclosure. You may at any time prior to certification of the assessment to the County Auditor pay the entire assessment on such property with interest accrued to the date of payment to the City Administrator. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter pay to the County Auditor the entire amount of the assessment remaining unpaid with interest accrued to December 31 of the year in which the payment is made. If you decide not to pre-pay the assessment before the date given above, the rate of interest that will apply is two and eighty-three hundredths' percent (2.83%) per year. The right to partially prepay the assessment pursuant to Section 315 of the Brainerd City Code is available. Further, pursuant to Ordinance 974 deferred assessments may be granted by the City Council where a financial hardship exists and pursuant to Resolution No. 4988, and any amendments thereto, the City Council may defer a special assessment for needy persons. If you feel that you might qualify for such deferments, please discuss this with the City Administrator at your earliest convenience.

The assessments will be spread over a period of one (1) year.

If an assessment is contested or there is an adjourned hearing, the following procedure will be followed:

1. The City will present its case first by calling witnesses who may testify by narrative or by examination and by the introduction of exhibits. After each witness has testified, the contesting party will be allowed to ask questions. This procedure will be repeated with each witness until neither side has further questions.

2. After the City has presented all its evidence, the objector may call witnesses or present such testimony as the objector desires. The same procedure for the questioning of the City's witnesses will be followed with the objector's witnesses.
3. The objector may be represented by counsel.
4. Minnesota Rules of Evidence will not be strictly applied; however they may be considered and argued to the Council as to the weight of the items of evidence or testimony presented to the Council.
5. The entire hearing will be tape-recorded.
6. At the close of the presentation of evidence, the objector and the City may make final presentations to the council based on the evidence and the law. No new evidence may be presented at this point.
7. The Council may adopt the proposed assessment at the hearing.

An owner may appeal an assessment to the District Court pursuant to Minnesota Statutes Section 429.081 by serving notice of the appeal upon the Mayor or Administrator of the City within thirty (30) days after the adoption of the assessment, and by filing such notice with the District Court within ten (10) days after the service upon the Mayor or City Administrator.

Dated this 18th day of October 2021

Jennifer Bergman
City Administrator

Any individual needing special accommodations please call 828-2307.

Published October 19, 2021