

CITY COUNCIL AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Monday, December 20th, 2021 @ 7:30pm

The public is invited to attend these meetings in person

Attend by phone **City Council**: 1-844-992-4726 Meeting Access Code: 2489 697 4549

Attend by phone **Safety and Public Works Committee 7:15 PM**: 1-844-992-4726 Meeting
Access Code: 2490 800 3656

Personnel and Finance Committee had no items on their agenda

Meeting is also streamed live on YouTube: www.youtube.com/CityOfBrainerdMN

1. Call To Order - 7:30pm

2. Roll Call

____ G. Johnson ____ D. Pritschet ____ T. Stenglein ____ T.
Erickson

____ M. O'Day ____ K. Stunek ____ 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 And Transfer Of Funds**

Transfer of Funds:

Public Safety Fund to Fire Capital Fund per FAB Agreements	\$109,144
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Documents:

122021 COUNCIL AP INV REGISTER.pdf
NOV 2021 PREPAIDS REGISTER.pdf

B. **Approval Of Minutes**

Regular City Council Meeting December 6th, 2021

City Council Budget Hearing December 13th, 2021

Documents:

[20211206_CC Draft.pdf](#)

[20211213 CC Budget Public Hearing.pdf](#)

C. Approval Of Licenses

2022 Contractor License Renewals- 97

2022 Business License Renewals-

Fully inspected:	Contingent upon Fire Inspection:
Garbage- 4	Second Hand Auto- 2
Tobacco- 19	Taxi Cab- 1
Taxi Cab- 1	Tobacco- 1
Second Hand Auto- 7	
Second Hand Goods- 2	
Amusement- 2	
Pawnbrokers- 2	

Documents:

[20211220 Contractor Licenses.pdf](#)

[123121 LICENSE RENEWALS.pdf](#)

D. Department Activity Reports

Police Chief Report

Finance Director Report

IT/GIS Director Report

1. Police Chief Monthly Report

Documents:

[2021-11 Monthly Report.pdf](#)

2. IT/GIS Department Monthly Report

Documents:

[Council Dept Report IT Nov2021 20211220.pdf](#)

3. Community Development Director Report

Documents:

Community Development Director Report - December 2021.pdf

6. Presentation

The Community Action Annual Presentation

A. Norther Pacific Center Presentation

B. Water Tower Committee Presentation

C. Brainerd Community Action Annual Presentation

Documents:

Brainerd Community Action.pdf

7. Community Member Of The Month

John and Dawn Graff

Documents:

Community Member of the Month.pdf

8. Council Committee Reports

A. Safety And Public Works Committee - 7:15 PM

WebEx Teleconference Information

- Call Toll-Free: 1-844-992-4726
- Access Code: 2490 800 3656

Documents:

12-20 SPW Agenda.pdf

1. Approve Final Pay Estimate - Improvements 20-05 And 20-06 - Madison Street And SE Brainerd Resurfacing Project

Documents:

Imp 20-05 and 20-06 Final Pay Estimate.pdf

2. Approve Stipulation To Amend Assessment Roll - Imp 19-19 - NW 3rd And Jackson Street Reconstruction Project

Documents:

Imp 19-19 Stipulation.pdf

3. Resolution - Advancing Municipal State Aid Street Funds
Roll Call Vote

Documents:

Res - Advancing MSAS Funds.pdf

9. **Unfinished Business**

A. **Adopt Ordinance 1523 Amending The City Charter**

Documents:

Charter Ordinance Agenda Item.pdf

B. **Resolution Setting The 2022 Levy And Adoption Of 2022 Budgets**

1. Adopt Resolution Setting City and HRA Levies for 2022
2. Motion to adopt 2022 Budgets

Documents:

Res - 2022 Levy and Budget.pdf

C. **Committee Recommendations - Recommended By Mayor Badeaux**

Dan Hegstad- Cable TV

Mary Koep- TAC

Lisa Nebel- TAC

Jeff Czczok- TAC

Nathan Bertram- TAC

Troy Rushmeyer- Parks

Karen Strobel- Library

D. **Committee Recommendations - Recommended By Council President**

Keith Riedel- Airport

Theresa Woodward- Planning

Mike Duval- Planning

E. Call For Applicants - Informational

We have a number of terms expiring on December 31,2021.

(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 2021 -- 1 term 2022 -- 1 term 2024

Charter Commission-- 1 term 2022-- 1 term 2025

Housing and Redevelopment Authority— 1 term 2022-- 1 term 2026

Public Utilities Commission-- 1 term 2026

Rental Dwelling License Board of Appeals -- 3 terms 2022

Transportation Advisory Committee-- 1 term 2022-- 3 terms 2023

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

Economic Development Authority (EDA) -- 1 term 2026-- 1 term 2027

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

Airport Commission-- 1 term 2024

Planning Commission-- 1 term 2023-- 2 terms 2024

Ad Hoc Committees:

Water Tower Committee – Two positions available

10. New Business

A. Resolution - Adopting Summary Of Publication For Ordinance 1520

Documents:

Ordinance Summary Agenda Item.pdf

B. Resolution Authorizing MOA With The State Of MN For Opioid Settlement

Documents:

Opioid Agenda Request.pdf

11. Public Forum

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

12. Staff Reports

(Verbal: Any Updates since Packet)

13. Mayor's Report

14. Council Member Reports

15. Adjourn

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

MISSION

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

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 12/20/2021 - 12/20/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 0011 - ACE HARDWARE:							
302241 69108	ACE HARDWARE AAA BATTERIES 235-3125-42220	12/06/2021 pziemer	12/22/2021	6.29	6.29	Open	N 12/22/2021
	REPAIR & MAINT			6.29			
302295 69111	ACE HARDWARE HOOKS 225-2120-42240	12/07/2021 pziemer	12/22/2021	10.79	10.79	Open	N 12/22/2021
	SMALL TOOLS			10.79			
302353 69150	ACE HARDWARE FIREARMS SUPPLY 225-2120-42240	12/09/2021 pziemer	12/22/2021	8.99	8.99	Open	N 12/22/2021
	SMALL TOOLS			8.99			
302348 69160	ACE HARDWARE LAG BOLTS 235-3125-42220	12/09/2021 pziemer	12/22/2021	28.79	28.79	Open	N 12/22/2021
	REPAIR & MAINT			28.79			
302442 69202	ACE HARDWARE CHIPPER BOX SEALANT 235-3125-42220	12/14/2021 pziemer	12/22/2021	11.69	11.69	Open	N 12/22/2021
	REPAIR & MAINT			11.69			
302349 69224	ACE HARDWARE AA BATTERIES, SPLIT RINGS 230-5200-42220	12/09/2021 pziemer	12/22/2021	20.68	20.68	Open	N 12/22/2021
	REPAIR & MAINT			20.68			
302419 69225	ACE HARDWARE MISC SHOP 230-5200-42220	12/13/2021 pziemer	12/22/2021	3.59	3.59	Open	N 12/22/2021
	REPAIR & MAINT			3.59			
	Total for vendor 0011 - ACE HARDWARE:			90.82	90.82		
Vendor 2846 - AMERICAN WELDING:							
08181706 69088	AMERICAN WELDING-GAS INC BAND SAW BLADE 235-3125-42220	11/30/2021 pziemer	12/22/2021	49.19	49.19	Open	N 12/22/2021
	REPAIR & MAINT			49.19			
	Total for vendor 2846 - AMERICAN WELDING:			49.19	49.19		
Vendor 0039 - AMERIPRIDE LINE:							
253000077300 69096	ARAMARK UNIFORM SERVICES RUGS AND OVERALLS	12/02/2021 pziemer	12/22/2021	75.25	75.25	Open	N 12/22/2021

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	235-3100-43430	MISCELLANEOUS		75.25			
253000080032 69158	ARAMARK UNIFORM SERVICES RUGS AND OVERALLS 235-3100-43430	12/09/2021 pziemer	12/22/2021	103.19	103.19	Open	N 12/22/2021
		MISCELLANEOUS		103.19			
	Total for vendor 0039 - AMERIPRIDE LINE:			178.44	178.44		

Vendor 3382 - API SUPPLY LIFT:

W4818-3 69241	API SUPPLY LIFTS INC SKYJACK ANNUAL INSPECTION 260-9020-42230	12/09/2021 pziemer	12/22/2021	245.00	245.00	Open	N 12/22/2021
		REPAIRS-VEHICLES & EQUIP		245.00			
	Total for vendor 3382 - API SUPPLY LIFT:			245.00	245.00		

Vendor 2740 - AT&T MOBILITY:

X12032021-AIRPORT 69233	AT&T MOBILITY AIRPORT CELL PHONES 260-9020-43321	12/01/2021 pziemer	12/22/2021	58.69	58.69	Open	N 12/22/2021
		TELEPHONE		58.69			
	Total for vendor 2740 - AT&T MOBILITY:			58.69	58.69		

Vendor 3007 - BEST OIL COMPAN:

305771 - ADJ 69240	BEST OIL COMPANY CORRECTION FROM STMT ON TICKET 305771 260-9020-42220	12/15/2021 pziemer	12/22/2021	195.00	195.00	Open	N 12/22/2021
		REPAIR & MAINT		195.00			
	Total for vendor 3007 - BEST OIL COMPAN:			195.00	195.00		

Vendor 3966 - BLUE SKY TRANSIT:

112021 69232	BLUE SKY TRANSIT NOV 2021 3RD PARTY SERVICES 203-9000-42212	12/01/2021 pziemer	12/22/2021	93,594.80	93,594.80	Open	N 12/22/2021
		MOTOR FUELS		3,826.44			
		VEHICLE REPAIRS		2,967.29			
		TRANSIT SERVICE CONTRACT PY		86,801.07			
	Total for vendor 3966 - BLUE SKY TRANSIT:			93,594.80	93,594.80		

Vendor 3120 - BOLTON & MENK:

0279819 69148	BOLTON & MENK IMP 19-01 NW 4TH ST/CSAH 20 401-1901-43300	11/22/2021 pziemer	12/22/2021	3,497.50	3,497.50	Open	N 12/22/2021
		PROFESSIONAL SERVICES		3,497.50			

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0279820 69149	BOLTON & MENK IMP 19-19 JACKSON/NW 3RD ST 401-1919-43300	11/22/2021 pziemer	12/22/2021	720.00 720.00	720.00	Open	N 12/22/2021
	PROFESSIONAL SERVICES			720.00			
	Total for vendor 3120 - BOLTON & MENK:			4,217.50	4,217.50		
Vendor 0077 - BRAINERD HYDRAU:							
22449 69162	BRAINERD HYDRAULICS/AIR TRUCK 108 HYDRAULIC COUPLER 235-3125-42220	12/08/2021 pziemer	12/22/2021	149.00 149.00	149.00	Open	N 12/22/2021
	REPAIR & MAINT			149.00			
	Total for vendor 0077 - BRAINERD HYDRAU:			149.00	149.00		
Vendor 0296 - BRAINERD PUBLIC:							
202111305101 69106	BRAINERD PUBLIC UTILITIES LNL - WELLNESS CATERING 278-6515-43430	11/30/2021 pziemer	12/22/2021	297.93 297.93	297.93	Open	N 12/22/2021
	MISCELLANEOUS			297.93			
2021 PROP/CASUALTY 69169	BRAINERD PUBLIC UTILITIES REMIT BPU PORTION 2021 PROPERTY CSUALpziemer 101-0000-20850	12/13/2021 pziemer	12/22/2021	35,274.50 35,274.50	35,274.50	Open	N 12/22/2021
	DUE TO COMPONENT UNIT			35,274.50			
NOV 21 LIBRARY 69188	BRAINERD PUBLIC UTILITIES 10/24-11/24 LIBRARY UTILITIES 211-5500-43381	11/30/2021 pziemer	12/22/2021	1,282.70 1,282.70	1,282.70	Open	N 12/22/2021
	BPU UTILITIES			1,282.70			
NOV 21 ENG 69189	BRAINERD PUBLIC UTILITIES 10/24/21-11/24/21 CITY UTILITIES 101-1940-43381 101-9200-43381 236-3180-43381 401-1003-43380	11/30/2021 pziemer	12/22/2021	1,538.24 1,306.29 121.13 36.00 74.82	1,538.24	Open	N 12/22/2021
	BPU UTILITIES			1,306.29			
	BPU UTILITIES			121.13			
	BPU UTILITIES			36.00			
	UTILITIES			74.82			
NOV 2021 POLICE 69190	BRAINERD PUBLIC UTILITIES 10/24/21-11/24/21 POLICE DEPT UTILITpziemer 225-2120-43381	11/30/2021 pziemer	12/22/2021	4,847.76 4,847.76	4,847.76	Open	N 12/22/2021
	BPU UTILITIES			4,847.76			
NOV 21 FIRE DEPT 69191	BRAINERD PUBLIC UTILITIES 10/24/21-11/24/21 FIRE DEPT UTILITIEspziemer 225-2220-43381	11/30/2021 pziemer	12/22/2021	2,157.66 2,157.66	2,157.66	Open	N 12/22/2021
	BPU UTILITIES			2,157.66			

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Vendor 1343 - CHARTER COMMUNICATION:

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0008065120821 69206	CHARTER COMMUNICATIONS PD BUSINESS TV 225-2120-43380	12/08/2021 pziemer	12/22/2021	46.51	46.51	Open	N 12/22/2021
	UTILITIES			46.51			
0055470120821 69213	CHARTER COMMUNICATIONS FD BUSINESS TV 225-2220-43380	12/08/2021 pziemer	12/22/2021	7.85	7.85	Open	N 12/22/2021
	UTILITIES			7.85			
	Total for vendor 1343 - CHARTER COMMUNICATION:			54.36	54.36		
Vendor 0119 - CLAREY'S SAFETY:							
197404 69121	CLAREY'S SAFETY EQUIPMENT AIR COMPRESSOR SERVICE 225-2220-43300	12/08/2021 pziemer	12/22/2021	1,024.95	1,024.95	Open	N 12/22/2021
	PROFESSIONAL SERVICES			1,024.95			
	Total for vendor 0119 - CLAREY'S SAFETY:			1,024.95	1,024.95		
Vendor 3378 - COLLINS BROTHER:							
21-87664 69207	COLLINS BROTHERS TOWING TOW DUI 21015528 224-2150-42210	11/11/2021 pziemer	12/22/2021	40.00	40.00	Open	N 12/22/2021
	OPERATING SUPPLIES			40.00			
	Total for vendor 3378 - COLLINS BROTHER:			40.00	40.00		
Vendor 0125 - CONSOLIDATED TE:							
20979630/IT 69176	CONSOLIDATED TELEPHONE CO 12/12-1/11 PHONE/INTERNET - IT 101-1800-43321	12/12/2021 pziemer	12/22/2021	983.59	983.59	Open	N 12/22/2021
	TELEPHONE			983.59			
20979630/ADM 69177	CONSOLIDATED TELEPHONE CO 12/12-1/11 PHONE/INTERNET - ADMIN 101-1400-43321	12/12/2021 pziemer	12/22/2021	5.72	5.72	Open	N 12/22/2021
	TELEPHONE			5.72			
20979630/ENG 69178	CONSOLIDATED TELEPHONE CO 12/12-1/11 PHONE/INTERNET - ENG 101-1700-43321	12/12/2021 pziemer	12/22/2021	55.91	55.91	Open	N 12/22/2021
	TELEPHONE			2.21			
	101-1940-43321			53.70			
20979630/COM DEV 69179	CONSOLIDATED TELEPHONE CO 12/12-1/11 PHONE/INTERNET - COM DEV 101-2400-43321	12/12/2021 pziemer	12/22/2021	4.16	4.16	Open	N 12/22/2021
	TELEPHONE			4.16			

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20979630/TRANSIT							
69180	CONSOLIDATED TELEPHONE CO	12/12/2021	12/22/2021	5.59	5.59	Open	N
	12/12-1/11 PHONE/INTERNET TRANSIT	pziemer					12/22/2021
	203-9000-43321 TELEPHONE			5.59			
20979630/POLICE DEPT							
69181	CONSOLIDATED TELEPHONE CO	12/12/2021	12/22/2021	135.57	135.57	Open	N
	12/12-1/11 PHONE/INTERNET - PD	pziemer					12/22/2021
	225-2120-43321 TELEPHONE			116.82			
	225-2120-43309 COMPUTER TECHNICAL SUPPORT			18.75			
20979630/FD							
69182	CONSOLIDATED TELEPHONE CO	12/12/2021	12/22/2021	68.75	68.75	Open	N
	12/12-1/11 PHONE INTERNET - FD	pziemer					12/22/2021
	225-2220-43321 TELEPHONE			68.75			
20979630/STREETS							
69183	CONSOLIDATED TELEPHONE CO	12/12/2021	12/22/2021	49.29	49.29	Open	N
	12/12-1/11 PHONE/INTERNET STREETS	pziemer					12/22/2021
	235-3100-43321 TELEPHONE			49.29			
20979630/PARKS							
69184	CONSOLIDATED TELEPHONE CO	12/12/2021	12/22/2021	49.35	49.35	Open	N
	12/12-1/11 PHONE INTERNET - PARKS	pziemer					12/22/2021
	230-5200-43321 TELEPHONE			49.35			
20979407							
69234	CONSOLIDATED TELEPHONE CO	12/12/2021	12/22/2021	616.73	616.73	Open	N
	AIRPORT INTERNET/PHONE	pziemer					12/22/2021
	260-9020-43321 TELEPHONE			616.73			
	Total for vendor 0125 - CONSOLIDATED TE:			1,974.66	1,974.66		

Vendor 0136 - CWC ATTORNEY:

ICR 19008650							
69071	CWC ATTORNEY	11/29/2021	12/22/2021	16.50	16.50	Open	N
	ICR 19008650	pziemer					12/22/2021
	224-0000-22800 OTHER LIABILITIES			16.50			
ICR 21005345							
69072	CWC ATTORNEY	12/07/2021	12/22/2021	46.50	46.50	Open	N
	ICR 21005345	pziemer					12/22/2021
	224-0000-22800 OTHER LIABILITIES			46.50			
ICR 20014495							
69073	CWC ATTORNEY	12/07/2021	12/22/2021	32.00	32.00	Open	N
	ICR 20014495	pziemer					12/22/2021
	223-0000-22800 OTHER LIABILITIES			32.00			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
ICR 20014628 69074	CWC ATTORNEY ICR 20014628 223-0000-22800	12/07/2021 pziemer	12/22/2021	72.00	72.00	Open	N 12/22/2021
	OTHER LIABILITIES			72.00			
ICR 21006812 69076	CWC ATTORNEY ICR 21006812 223-0000-22800	12/07/2021 pziemer	12/22/2021	111.00	111.00	Open	N 12/22/2021
	OTHER LIABILITIES			111.00			
ICR 20013525 69078	CWC ATTORNEY ICR 20013525 223-0000-22800	12/07/2021 pziemer	12/22/2021	40.00	40.00	Open	N 12/22/2021
	OTHER LIABILITIES			40.00			
ICR 18007466 69080	CWC ATTORNEY ICR 18007466 223-0000-22800	11/29/2021 pziemer	12/22/2021	12.40	12.40	Open	N 12/22/2021
	OTHER LIABILITIES			12.40			
ICR 20001224 - VEHIC 69082	CWC ATTORNEY ICR 20001224 -VEHICLE 223-0000-22800	11/29/2021 pziemer	12/22/2021	11.00	11.00	Open	N 12/22/2021
	OTHER LIABILITIES			11.00			
ICR 19008564 69084	CWC ATTORNEY ICR 19008564 223-0000-22800	12/07/2021 pziemer	12/22/2021	20.00	20.00	Open	N 12/22/2021
	OTHER LIABILITIES			20.00			
Total for vendor 0136 - CWC ATTORNEY:				361.40	361.40		
Vendor 0132 - CWC HIGHWAY DEP:							
4671 69097	CWC HIGHWAY DEPT NOV 21 TRANSIT FUEL 203-9000-42212	12/01/2021 pziemer	12/22/2021	4,138.74	4,138.74	Open	N 12/22/2021
	MOTOR FUELS			4,138.74			
Total for vendor 0132 - CWC HIGHWAY DEP:				4,138.74	4,138.74		
Vendor 0135 - CWC TREASURER:							
4662 69107	CWC TREASURER DEC 2021 SHARED SERVICES 101-9200-43300 211-5500-42220	12/01/2021 pziemer	12/22/2021	8,050.00	8,050.00	Open	N 12/22/2021
	PROFESSIONAL SERVICES			7,425.00			
	REPAIR & MAINT			625.00			
Total for vendor 0135 - CWC TREASURER:				8,050.00	8,050.00		

Vendor 3438 - D - D BEVERAGE,:

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
1506892 69222	D - D BEVERAGE, LLC ICE MELT 230-5200-42220	12/10/2021 pziemer	12/22/2021	74.00 74.00	74.00	Open	N 12/22/2021
	REPAIR & MAINT			74.00			
	Total for vendor 3438 - D - D BEVERAGE,:			74.00	74.00		
Vendor 3566 - DATA PRATICES O:							
00000682542 69152	DATA PRACTICES OFFICE M. HALVERSON - LE DATA WORKSHOP 225-2120-43330	12/01/2021 pziemer	12/22/2021	250.00 250.00	250.00	Open	N 12/22/2021
	PROFESSIONAL DEVELOPMENT			250.00			
	Total for vendor 3566 - DATA PRATICES O:			250.00	250.00		
Vendor 1381 - DECHANTAL EXCAV:							
2021-02 PAY REQ 7 69221	DECHANTAL EXCAVATING LLC FINAL IMP 20:05 & 20:06 401-9030-45530-20:05 401-9030-45530-20:06	12/14/2021 pziemer	12/22/2021	129,805.59 34,182.68 95,622.91	129,805.59	Open	N 12/22/2021
	CAPITAL-PYMTS TO CONTRACTS			34,182.68			
	CAPITAL-PYMTS TO CONTRACTS			95,622.91			
	Total for vendor 1381 - DECHANTAL EXCAV:			129,805.59	129,805.59		
Vendor 1573 - DELL MARKETING:							
10541910710 69120	DELL MARKETING LP DELL SERVER RAM UPGRADE 101-1800-42220	12/06/2021 pziemer	12/22/2021	474.50 474.50	474.50	Open	N 12/22/2021
	REPAIR & MAINT			474.50			
	Total for vendor 1573 - DELL MARKETING:			474.50	474.50		
Vendor 2527 - DIGITAL INK DES:							
32565 69100	DIGITAL INK DESIGN & GRAPHICS STREET & SEWER DECALS 235-3125-42220	12/01/2021 pziemer	12/22/2021	534.00 534.00	534.00	Open	N 12/22/2021
	VEHICLE DECALS			534.00			
	Total for vendor 2527 - DIGITAL INK DES:			534.00	534.00		
Vendor 3353 - DTM FLEET SERVI:							
1186 69153	DTM FLEET SERVICE SQD 405 - NEW SQUAD BUILD 400-9050-45530	12/03/2021 pziemer	12/22/2021	5,063.34 5,063.34	5,063.34	Open	N 12/22/2021
	CAPITAL - OTHER			5,063.34			

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1187 69154	DTM FLEET SERVICE SQD 401 - NEW SQUAD BUILD 400-9050-45530	12/03/2021 pziemer	12/22/2021	4,072.91	4,072.91	Open	N 12/22/2021
	CAPITAL - OTHER			4,072.91			
1188 69155	DTM FLEET SERVICE SQD 435 NEW SQUAD BUILD 400-9050-45530	12/03/2021 pziemer	12/22/2021	6,841.03	6,841.03	Open	N 12/22/2021
	CAPITAL - OTHER			6,841.03			
1189 69156	DTM FLEET SERVICE SQD 436 - NEW SQUAD BUILD 400-9050-45530	12/03/2021 pziemer	12/22/2021	7,399.67	7,399.67	Open	N 12/22/2021
	CAPITAL - OTHER			7,399.67			
Total for vendor 3353 - DTM FLEET SERVI:				23,376.95	23,376.95		

Vendor 1859 - ENTERPRISE FM T:

FBN4344667/ENG

69170	ENTERPRISE FM TRUST NOV 2021 VEHICLE LEASES - ENG 101-1700-43331	12/03/2021 pziemer	12/22/2021	1,359.54	1,359.54	Open	N 12/22/2021
	LEASE PAYMENTS			1,068.82			
	101-1940-43331	LEASE PAYMENTS		290.72			

FBN4344667/PD

69171	ENTERPRISE FM TRUST NOV 2021 POLICE DEPT VEHICLE LEASES 225-2120-43331	12/03/2021 pziemer	12/22/2021	7,797.01	7,797.01	Open	N 12/22/2021
	LEASED PAYMENTS			7,797.01			

FBN4344667/FD

69172	ENTERPRISE FM TRUST NOV 21 FIRE DEPT VEHICLE LEASES 225-2220-43331	12/03/2021 pziemer	12/22/2021	1,473.58	1,473.58	Open	N 12/22/2021
	LEASED PAYMENTS			1,473.58			

FBN4344667/PARKS

69173	ENTERPRISE FM TRUST NOV 2021 PARKS VEHICLE LEASES 230-5200-43331	12/03/2021 pziemer	12/22/2021	2,404.65	2,404.65	Open	N 12/22/2021
	LEASE PAYMENTS			2,404.65			

FBN4344667/STRTS

69174	ENTERPRISE FM TRUST NOV 2021 STREET DEPT VEHICLE LEASES 235-3100-43331	12/03/2021 pziemer	12/22/2021	15,627.30	15,627.30	Open	N 12/22/2021
	LEASE PAYMENTS			15,001.29			
	237-3190-43331	LEASE PAYMENTS		626.01			

FBN4344667/COM DEV

69175	ENTERPRISE FM TRUST NOV 2021 COMDEV VEHICLE LEASES 101-2400-43331	12/03/2021 pziemer	12/22/2021	357.61	357.61	Open	N 12/22/2021
	LEASE EXPENSE			357.61			
Total for vendor 1859 - ENTERPRISE FM T:				29,019.69	29,019.69		

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Vendor 3320 - ESSENTIA HEALTH:							
800007080-9/29/21							
69092	ESSENTIA HEALTH	11/01/2021	12/22/2021	266.00	266.00	Open	N 12/22/2021
	PRE-EMPLYMNT TESTING/PHYSICALS	pziemer					
	225-2120-43300	PROFESSIONAL SERVICES		125.00			
	235-3100-43430	MISCELLANEOUS		75.00			
	225-2220-43300	PROFESSIONAL SERVICES		66.00			
800007080- 10/26/21							
69093	ESSENTIA HEALTH	11/01/2021	12/22/2021	66.00	66.00	Open	N 12/22/2021
	PRE-EMPLYMNT PHYSICALS/TESTING	pziemer					
	235-3100-43430	MISCELLANEOUS		66.00			
	Total for vendor 3320 - ESSENTIA HEALTH:			332.00	332.00		
Vendor 0170 - FASTENAL COMPAN:							
MNBAX250523							
69159	FASTENAL COMPANY	12/08/2021	12/22/2021	22.88	22.88	Open	N 12/22/2021
	REPLACEMENT BOLTS	pziemer					
	235-3125-42220	REPAIR & MAINT		22.88			
MNBAX250275							
69235	FASTENAL COMPANY	12/01/2021	12/22/2021	11.60	11.60	Open	N 12/22/2021
	SMALL TOOLS	pziemer					
	260-9020-42240	SMALL TOOLS		11.60			
	Total for vendor 0170 - FASTENAL COMPAN:			34.48	34.48		
Vendor 0177 - FIRST IMPRESSIO:							
82859							
69112	FIRST IMPRESSION PRINTING	12/03/2021	12/22/2021	29.00	29.00	Open	N 12/22/2021
	BRAINERD PD BUSINESS CARDS	pziemer					
	225-2120-42200	OFFICE SUPPLIES		29.00			
	Total for vendor 0177 - FIRST IMPRESSIO:			29.00	29.00		
Vendor 3402 - FLEETPRIDE:							
87880447							
69231	FLEETPRIDE	12/15/2021	12/22/2021	10.42	10.42	Open	N 12/22/2021
	TRUCK 109 SHACKLE	pziemer					
	235-3125-42220	REPAIR & MAINT		10.42			
	Total for vendor 3402 - FLEETPRIDE:			10.42	10.42		
Vendor 3213 - GRAINGER:							
9136733954							
69139	GRAINGER	12/01/2021	12/22/2021	15.00	15.00	Open	N 12/22/2021
	REPLACEMENT EYE WASH BOTTLE	pziemer					

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	225-2220-42210	OPERATING SUPPLIES		15.00			
	Total for vendor 3213 - GRAINGER:			15.00	15.00		
Vendor 2377 - GRANITE ELECTRO:							
154009134-1 69113	GRANITE ELECTRONICS SQD 436 MOBILE RADIO REPAIR 225-2120-42221	11/30/2021 pziemer	12/22/2021	370.70	370.70	Open	N 12/22/2021
	SQUAD CAR REPAIR SUPPLIES			370.70			
154009237-1 69185	GRANITE ELECTRONICS CIVIL DEFENSE SIREN REPAIR 225-2500-42210	12/02/2021 pziemer	12/22/2021	300.00	300.00	Open	N 12/22/2021
	OPERATING SUPPLIES			300.00			
	Total for vendor 2377 - GRANITE ELECTRO:			670.70	670.70		
Vendor 3011 - GUARDIAN PEST C:							
2302609 69140	GUARDIAN PEST CONTROL INC MONTHLY PEST CONTROL 225-2220-43300	11/19/2021 pziemer	12/22/2021	59.00	59.00	Open	N 12/22/2021
	PROFESSIONAL SERVICES			59.00			
	Total for vendor 3011 - GUARDIAN PEST C:			59.00	59.00		
Vendor 0200 - HEARTLAND ANIMA:							
NOV 2021 69098	HEARTLAND ANIMAL RESCUE NOV 2021 ANIMAL BOARDING/ADMIN FEE 225-2700-43430	11/30/2021 pziemer	12/22/2021	2,906.00	2,906.00	Open	N 12/22/2021
	MISCELLANEOUS			1,094.00			
	PROFESSIONAL SERVICES			1,812.00			
	Total for vendor 0200 - HEARTLAND ANIMA:			2,906.00	2,906.00		
Vendor 1388 - HEIMAN INC.:							
0903840-IN 69141	HEIMAN INC. BLACK SUSPENDER 225-2220-42250	11/30/2021 pziemer	12/22/2021	79.90	79.90	Open	N 12/22/2021
	PERSONAL PROTECTIVE GEAR			79.90			
	Total for vendor 1388 - HEIMAN INC.:			79.90	79.90		
Vendor 3636 - HRGREEN:							
148794 69201	HRGREEN IMP 21:15 THRU 11/30/21 401-9030-43300-21:15	12/14/2021 pziemer	12/22/2021	1,176.00	1,176.00	Open	N 12/22/2021
	PROFESSIONAL SERVICES			1,176.00			
	Total for vendor 3636 - HRGREEN:			1,176.00	1,176.00		

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Vendor 3976 - JAMES D. FESKE:							
5356 69146	TRANSIT ADVERTISING SERVICES NOV/DEC BUS ADVERTISING 225-2220-43350	11/30/2021 pziemer	12/22/2021	100.00	100.00	Open	N 12/22/2021
	PRINTING/LEGAL PUBLICATION			100.00			
	Total for vendor 3976 - JAMES D. FESKE:			100.00	100.00		
Vendor 3488 - JEFFERSON FIRE:							
IN135625 69142	JEFFERSON FIRE & SAFETY CLASS A FOAM 225-2220-42210	11/15/2021 pziemer	12/22/2021	437.50	437.50	Open	N 12/22/2021
	OPERATING SUPPLIES			437.50			
PB000860 69143	JEFFERSON FIRE & SAFETY TOG X2 225-2220-42250	12/03/2021 pziemer	12/22/2021	5,060.62	5,060.62	Open	N 12/22/2021
	PERSONAL PROTECTIVE GEAR			5,060.62			
	Total for vendor 3488 - JEFFERSON FIRE:			5,498.12	5,498.12		
Vendor 0500 - KUSTOM SIGNALS:							
589927 69208	KUSTOM SIGNALS INC SQD 429 ANTENNA CONNECTOR CABLE 225-2120-42221	12/13/2021 pziemer	12/22/2021	315.93	315.93	Open	N 12/22/2021
	SQUAD CAR REPAIR SUPPLIES			315.93			
	Total for vendor 0500 - KUSTOM SIGNALS:			315.93	315.93		
Vendor 0223 - L & M STEEL:							
034696 69101	L & M STEEL CHIPPER BOX STEEL AND SHEETING 235-3100-42220	12/03/2021 pziemer	12/22/2021	763.21	763.21	Open	N 12/22/2021
	REPAIR & MAINT			763.21			
034752 69161	L & M STEEL CHIPPER BOX ANGEL IRON 235-3125-42220	12/10/2021 pziemer	12/22/2021	6.27	6.27	Open	N 12/22/2021
	REPAIR & MAINT			6.27			
	Total for vendor 0223 - L & M STEEL:			769.48	769.48		
Vendor 0235 - LITTLE FALLS MA:							
362575 69217	LITTLE FALLS MACHINE INC PUSH-PLOW LOADER RELIEF CARTRIDGE 235-3125-42220	12/08/2021 pziemer	12/22/2021	58.07	58.07	Open	N 12/22/2021
	REPAIR & MAINT			58.07			
	Total for vendor 0235 - LITTLE FALLS MA:			58.07	58.07		

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Vendor 0243 - MARCO FINANCING:							
460030745 69209	MARCO FINANCING COPIER LEASE - LATE FEE 225-2120-43331	11/06/2021 pziemer	12/22/2021	39.35	39.35	Open	N 12/22/2021
	LEASED PAYMENTS			39.35			
	Total for vendor 0243 - MARCO FINANCING:			39.35	39.35		
Vendor 3596 - MINNESOTA PETRO:							
0000100448 69236	MINNESOTA PETROLEUM SERVICE REPAIRS- VEHICLES & EQUIPMENT 260-9020-42230	12/01/2021 pziemer	12/22/2021	188.75	188.75	Open	N 12/22/2021
	REPAIRS-VEHICLES & EQUIP			188.75			
	Total for vendor 3596 - MINNESOTA PETRO:			188.75	188.75		
Vendor 1877 - MINNESOTA/WISCO:							
2021565 69226	MINNESOTA/WISCONSIN PLAYGROUND BENCH FRAMES REPLACEMENTS - SPLASH P 230-5200-42220	12/09/2021 pziemer	12/22/2021	891.00	891.00	Open	N 12/22/2021
	REPAIR & MAINT			891.00			
	Total for vendor 1877 - MINNESOTA/WISCO:			891.00	891.00		
Vendor 0264 - MN DEPT LABOR &:							
ABR0272451X 69102	MN DEPT LABOR & INDUSTRY STREET GARAGE PRESSURE VESSEL 235-3100-42220	11/29/2021 pziemer	12/22/2021	10.00	10.00	Open	N 12/22/2021
	REPAIR & MAINT			10.00			
ABR0272595X 69103	MN DEPT LABOR & INDUSTRY CITY HALL BOILER 101-1940-42220	11/29/2021 pziemer	12/22/2021	20.00	20.00	Open	N 12/22/2021
	REPAIR & MAINT			20.00			
	Total for vendor 0264 - MN DEPT LABOR &:			30.00	30.00		
Vendor 0586 - MN STATE TREASU:							
ICR 20014628 69075	MN STATE TREASURER ICR 20014628 223-0000-22800	12/07/2021 pziemer	12/22/2021	36.00	36.00	Open	N 12/22/2021
	OTHER LIABILITIES			36.00			
ICR 21006812 69077	MN STATE TREASURER ICR 21006812 223-0000-22800	12/07/2021 pziemer	12/22/2021	55.50	55.50	Open	N 12/22/2021
	OTHER LIABILITIES			55.50			

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ICR 20013525 69079	MN STATE TREASURER ICR 20013525 223-0000-22800	12/07/2021 pziemer	12/22/2021	20.00	20.00	Open	N 12/22/2021
	OTHER LIABILITIES			20.00			
ICR 18007466 69081	MN STATE TREASURER ICR 18007466 223-0000-22800	11/29/2021 pziemer	12/22/2021	6.20	6.20	Open	N 12/22/2021
	OTHER LIABILITIES			6.20			
ICR 20001224 - VEHIC 69083	MN STATE TREASURER ICR 20001224 - VEHICLE 223-0000-22800	11/29/2021 pziemer	12/22/2021	5.50	5.50	Open	N 12/22/2021
	OTHER LIABILITIES			5.50			
ICR 19008564 69085	MN STATE TREASURER ICR 19008564 223-0000-22800	12/07/2021 pziemer	12/22/2021	10.00	10.00	Open	N 12/22/2021
	OTHER LIABILITIES			10.00			
ICR 20014495 69110	MN STATE TREASURER ICR 20014495 223-0000-22800	12/07/2021 pziemer	12/22/2021	16.00	16.00	Open	N 12/22/2021
	OTHER LIABILITIES			16.00			
Total for vendor 0586 - MN STATE TREASU:				149.20	149.20		

Vendor 3168 - MOTORS-N-MORE:

28851 69114	MOTORS-N-MORE SQD 498 OIL CHANGE & ROTATE TIRES 225-2120-42221	12/06/2021 pziemer	12/22/2021	43.00	43.00	Open	N 12/22/2021
	SQUAD CAR REPAIR SUPPLIES			43.00			
Total for vendor 3168 - MOTORS-N-MORE:				43.00	43.00		

Vendor 3671 - NAC MECHANICAL:

191953 69210	NAC MECHANICAL & ELECTRICAL SERVICE FACILITIES REPAIRS 400-9050-45530	12/07/2021 pziemer	12/22/2021	7,647.00	7,647.00	Open	N 12/22/2021
	CAPITAL - OTHER			7,647.00			
Total for vendor 3671 - NAC MECHANICAL:				7,647.00	7,647.00		

Vendor 0273 - NAPA AUTO PARTS:

464553 69144	NAPA AUTO PARTS OIL FILTER/OIL 225-2220-42220	12/03/2021 pziemer	12/22/2021	51.28	51.28	Open	N 12/22/2021
	REPAIR & MAINT			51.28			

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462040 69237	NAPA AUTO PARTS LUBRICATION EQUIPMENT DRUM DOLLY 260-9020-42240	12/01/2021 pziemer	12/22/2021	285.89	285.89	Open	N 12/22/2021
	SMALL TOOLS			285.89			
	Total for vendor 0273 - NAPA AUTO PARTS:			337.17	337.17		

Vendor 2385 - NEOGOV:

INV-22374 69212	NEOGOV SOFTWARE LICENSE AND 1 YEAR SUBSCRIPTION 101-1400-43309 101-0000-14100 101-0000-14100 101-0000-15510	11/01/2021 pziemer	12/22/2021	5,965.34	5,965.34	Open	N 12/22/2021
	COMPUTER TECHNICAL SUPPORT			497.11			
	DUE FROM COMPONENT UNIT			2,266.83			
	DUE FROM COMPONENT UNIT			715.84			
	PREPAID OTHER			2,485.56			
	Total for vendor 2385 - NEOGOV:			5,965.34	5,965.34		

Vendor 0736 - NORTHLAND FIRE:

47377 69089	NORTHLAND FIRE PROTECTION CITY HALL ANNUAL FIRE ALARM INSPECTION 101-1940-42220	11/26/2021 pziemer	12/22/2021	595.00	595.00	Open	N 12/22/2021
	REPAIR & MAINT			595.00			
47357 69145	NORTHLAND FIRE PROTECTION FIRE ALARM MONITORING 225-2220-43300	12/01/2021 pziemer	12/22/2021	300.00	300.00	Open	N 12/22/2021
	PROFESSIONAL SERVICES			300.00			
478528 69205	NORTHLAND FIRE PROTECTION ANNUAL FIRE ALARM INSPECTION - FIRE INSPECTION 225-2220-43300	12/10/2021 pziemer	12/22/2021	523.50	523.50	Open	N 12/22/2021
	PROFESSIONAL SERVICES			523.50			
	Total for vendor 0736 - NORTHLAND FIRE:			1,418.50	1,418.50		

Vendor 2064 - NUSS TRUCK & EQ:

3243314P 69094	NUSS TRUCK & EQUIPMENT TRUCK 103 & 105 EXHAUST BRACKETS 235-3125-42220	12/03/2021 pziemer	12/22/2021	292.34	292.34	Open	N 12/22/2021
	REPAIR & MAINT			292.34			
3243313P 69095	NUSS TRUCK & EQUIPMENT TRUCK 103 AND 105 BRACKETS 235-3125-42220	12/03/2021 pziemer	12/22/2021	292.34	292.34	Open	N 12/22/2021
	REPAIR & MAINT			292.34			

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12/14/21 69214	NUSS TRUCK & EQUIPMENT CREDIT CORRECTION - CM3236631P 235-3100-42220	12/14/2021 pziemer	12/22/2021	76.05 76.05	76.05	Open	N 12/22/2021
	REPAIR & MAINT			76.05			
	Total for vendor 2064 - NUSS TRUCK & EQ:			660.73	660.73		
Vendor 0284 - OFFICE SHOP:							
1105095-0 69163	OFFICE SHOP FACE MASKS/CITY HALL - COVID 101-1940-42200	12/10/2021 pziemer	12/22/2021	13.72 13.72	13.72	Open	N 12/22/2021
	OFFICE SUPPLIES			13.72			
1105216-0 69223	OFFICE SHOP KEY TAGS 230-5200-42200	12/13/2021 pziemer	12/22/2021	13.38 13.38	13.38	Open	N 12/22/2021
	OFFICE SUPPLIES			13.38			
	Total for vendor 0284 - OFFICE SHOP:			27.10	27.10		
Vendor 2137 - O'REILLY AUTOMO:							
1647-482380 69238	O'REILLY AUTOMOTIVE STORES INC. FILTER 260-9020-42230	12/01/2021 pziemer	12/22/2021	111.14 111.14	111.14	Open	N 12/22/2021
	REPAIRS-VEHICLES & EQUIP			111.14			
	Total for vendor 2137 - O'REILLY AUTOMO:			111.14	111.14		
Vendor 1434 - PALCHER, JOHN:							
12/8/21 69211	PALCHER, JOHN ICAC TRAINING MEAL REIMBURSEMENT 225-2120-43330	12/08/2021 pziemer	12/22/2021	21.05 21.05	21.05	Open	N 12/22/2021
	PROFESSIONAL DEVELOPMENT			21.05			
	Total for vendor 1434 - PALCHER, JOHN:			21.05	21.05		
Vendor 2620 - PERSONNEL EVALU:							
42317 69157	PERSONNEL EVALUATION INC PROFILE - POTENTIAL HIRES 225-2120-43300	11/30/2021 pziemer	12/22/2021	40.00 40.00	40.00	Open	N 12/22/2021
	PROFESSIONAL SERVICES			40.00			
	Total for vendor 2620 - PERSONNEL EVALU:			40.00	40.00		
Vendor 3458 - PETROCHOICE:							
50755421 69239	PETROCHOICE MOBIL DELVAC	12/07/2021 pziemer	12/22/2021	2,684.37	2,684.37	Open	N 12/22/2021

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	260-9020-42220	REPAIR & MAINT		2,684.37			
	Total for vendor 3458 - PETROCHOICE:			2,684.37	2,684.37		
Vendor 1238 - ROCKMOUNT :							
1266840 69215	ROCKMOUNT RESEARCH & ALLOYS HIGH TINSEL WELDING WIRE 235-3125-42220	12/09/2021 pziemer	12/22/2021	1,348.14	1,348.14	Open	N 12/22/2021
	REPAIR & MAINT			1,348.14			
	Total for vendor 1238 - ROCKMOUNT :			1,348.14	1,348.14		
Vendor 0311 - ROYAL TIRE INC:							
317-48694 69220	ROYAL TIRE INC TRUCK 120 TIRE REPAIR 235-3125-42220	12/14/2021 pziemer	12/22/2021	42.87	42.87	Open	N 12/22/2021
	REPAIR & MAINT			42.87			
	Total for vendor 0311 - ROYAL TIRE INC:			42.87	42.87		
Vendor 0317 - SHORT ELLIOTT :							
415673 69086	SHORT ELLIOTT HENDRICKSON #156034 BRD I&I SEWER STUDY 237-3190-43300	11/24/2021 pziemer	12/22/2021	15,675.74	15,675.74	Open	N 12/22/2021
	PROFESSIONAL SERVICES			15,675.74			
417630 69227	SHORT ELLIOTT HENDRICKSON IMP 19-02 CUYUNA TRAIL PROF. SVCS 401-1902-43300	12/14/2021 pziemer	12/22/2021	3,482.23	3,482.23	Open	N 12/22/2021
	PROFESSIONAL SERVICES			3,482.23			
	Total for vendor 0317 - SHORT ELLIOTT :			19,157.97	19,157.97		
Vendor 1205 - SILVER STAR IND:							
BRD-68264 69109	SILVER STAR INDUSTRIES GRIP STEPS/MOUNT KIT 235-3125-42220	11/18/2021 pziemer	12/22/2021	651.80	651.80	Open	N 12/22/2021
	TRUCKS 104 AND 119 RUNNING BOARDS			651.80			
	Total for vendor 1205 - SILVER STAR IND:			651.80	651.80		
Vendor 3138 - ST. LOUIS MRO I:							
52721 69090	ST. LOUIS MRO INC. PRE-EMPLYMNT CHECKS BPU/PD 101-0000-14100	11/01/2021 pziemer	12/22/2021	49.00	49.00	Open	N 12/22/2021
	DUE FROM COMPONENT UNIT			24.50			
	225-2120-43300	PROFESSIONAL SERVICES		24.50			

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52969 69091	ST. LOUIS MRO INC. PRE-EMPLMNT TESTING - PD 225-2120-43300	11/01/2021 pziemer	12/22/2021	24.50 24.50	24.50	Open	N 12/22/2021
	PROFESSIONAL SERVICES			24.50			
	Total for vendor 3138 - ST. LOUIS MRO I:			73.50	73.50		

Vendor 0322 - STREICHERS PROF:

I1537307 69115	STREICHERS PROF EQUIP 773MB CSO UNIFORM 225-2121-41113	11/30/2021 pziemer	12/22/2021	16.99 16.99	16.99	Open	N 12/22/2021
	UNIFORM ALLOWANCE			16.99			
I1537916 69116	STREICHERS PROF EQUIP 718 - BODY ARMOR/VEST 225-2120-41113	12/02/2021 pziemer	12/22/2021	1,056.00 1,056.00	1,056.00	Open	N 12/22/2021
	UNIFORM ALLOWANCE			1,056.00			
I1537917 69117	STREICHERS PROF EQUIP 725BJ INITITAL ISSUE (BODY ARMOR/VEST 225-2120-41113	12/02/2021 pziemer	12/22/2021	1,227.00 1,227.00	1,227.00	Open	N 12/22/2021
	UNIFORM ALLOWANCE			1,227.00			
	Total for vendor 0322 - STREICHERS PROF:			2,299.99	2,299.99		

Vendor 3838 - SWANSON HASKAMP:

1108 69199	SWANSON HASKAMP CONSULTING ZONING CODE UPDATE 400-9050-45530	12/06/2021 pziemer	12/22/2021	2,995.60 2,995.60	2,995.60	Open	N 12/22/2021
	CAPITAL - OTHER			2,995.60			
1096 69200	SWANSON HASKAMP CONSULTING ZONING CODE UPDATE 400-9050-45530	11/08/2021 pziemer	12/22/2021	15,688.70 15,688.70	15,688.70	Open	N 12/22/2021
	CAPITAL - OTHER			15,688.70			
	Total for vendor 3838 - SWANSON HASKAMP:			18,684.30	18,684.30		

Vendor 0325 - THELEN HTG & RF:

25593 69099	THELEN HTG & RFG CO CITY GARAGE REPAIR 235-3100-42220	12/02/2021 pziemer	12/22/2021	432.00 432.00	432.00	Open	N 12/22/2021
	REPAIR & MAINT			432.00			
	Total for vendor 0325 - THELEN HTG & RF:			432.00	432.00		

Vendor 0329 - TOMS BACKHOE SE:

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
7023 69216	TOMS BACKHOE SERVICE INC 12/7/21 SNOWFALL 4IN BASE + 3.5 ADDI 235-3125-43402	12/08/2021 pziemer	12/22/2021	13,404.51 13,404.51	13,404.51	Open	N 12/22/2021
	Total for vendor 0329 - TOMS BACKHOE SE:			13,404.51	13,404.51		
Vendor MISC - TRAVIS CAVANAUGH:							
21006336 69151	TRAVIS CAVANAUGH CLERICAL ERROR - REFUND PARKING FINE 225-2120-35102	12/09/2021 pziemer	12/22/2021	50.00 50.00	50.00	Open	N 12/22/2021
	Total for vendor MISC - TRAVIS CAVANAUGH:			50.00	50.00		
Vendor 2956 - ULINE:							
141891817 69147	ULINE GLOVES 225-2220-42250	11/29/2021 pziemer	12/22/2021	383.30 383.30	383.30	Open	N 12/22/2021
	Total for vendor 2956 - ULINE:			383.30	383.30		
Vendor 0087 - VISIT BRAINERD:							
NOV 2021 69219	VISIT BRAINERD NOV 21 LODGING TAX REMIT 101-9200-43340	12/15/2021 pziemer	12/22/2021	1,368.41 1,368.41	1,368.41	Open	N 12/22/2021
	Total for vendor 0087 - VISIT BRAINERD:			1,368.41	1,368.41		
Vendor 2097 - WATCHGUARD VIDE:							
CMINV0002095 69228	WATCHGUARD VIDEO EVIDENCE LIBRARY STORAGE 224-2150-42210	11/01/2021 pziemer	12/22/2021	9,875.00 9,875.00	9,875.00	Open	N 12/22/2021
CMINV0002155 69229	WATCHGUARD VIDEO EVIDENCE LIBRARY STORAGE 224-2150-42210	11/01/2021 pziemer	12/22/2021	567.12 567.12	567.12	Open	N 12/22/2021
	Total for vendor 2097 - WATCHGUARD VIDE:			10,442.12	10,442.12		
Vendor 3199 - WEX BANK:							
76274436/COM DEV 69164	WEX BANK NOV 2021 COMDEV FUEL	11/30/2021 pziemer	12/22/2021	178.09	178.09	Open	N 12/22/2021

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	101-2400-42212	MOTOR FUELS		178.09			
76274436/FIRE DEPT 69165	WEX BANK NOV 2021 FIRE DEPT FUEL 225-2220-42212	11/30/2021 pziemer	12/22/2021	1,147.75	1,147.75	Open	N 12/22/2021
	225-2220-42220	MOTOR FUELS REPAIR & MAINT		1,138.04 9.71			
76274436/POLICE DEPT 69166*	WEX BANK NOV 2021 POLICE DEPT FUEL 225-2120-42212	11/30/2021 pziemer	12/22/2021	3,967.33	3,967.33	Open	N 12/22/2021
	225-2120-42212	MOTOR FUELS		4,126.00			
		MOTOR FUELS		(158.67)			
76274436/PARKS 69167	WEX BANK NOV 2021 PARKS DEPT FUEL 230-5200-42212	11/30/2021 pziemer	12/22/2021	562.79	562.79	Open	N 12/22/2021
		MOTOR FUELS		562.79			
76274436/STREETS 69168	WEX BANK NOV 2021 STREET DEPT SNOW REMOVAL 235-3125-42212	11/30/2021 pziemer	12/22/2021	3,551.01	3,551.01	Open	N 12/22/2021
		MOTOR FUELS		3,551.01			
	Total for vendor 3199 - WEX BANK:			9,406.97	9,406.97		

Vendor 3899 - WEX HEALTH INC:

0001449949-IN

69119	WEX HEALTH INC NOV 2021 COBRA REMITTANCE 101-9200-43300	11/30/2021 pziemer	12/22/2021	40.50	40.50	Open	N 12/22/2021
		PROFESSIONAL SERVICES		40.50			
	Total for vendor 3899 - WEX HEALTH INC:			40.50	40.50		

Vendor 0346 - WIDSETH SMITH N:

214209

69104	WIDSETH SMITH NOLTING STATE PARK ROAD SPRA FUNDING 401-9030-43300-21:17	11/28/2021 pziemer	12/22/2021	2,300.00	2,300.00	Open	N 12/22/2021
		PROFESSIONAL SERVICES		2,300.00			
214417 69105	WIDSETH SMITH NOLTING LUM PARK MASTERPLAN THRU 11/12/21 400-9050-45530	11/28/2021 pziemer	12/22/2021	1,225.00	1,225.00	Open	N 12/22/2021
		CAPITAL - OTHER		1,225.00			
	Total for vendor 0346 - WIDSETH SMITH N:			3,525.00	3,525.00		

Vendor 1159 - WINNERS TROPHY/:

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11831 69204	WINNERS TROPHY FIREFIGHTER PLAQUE ENGRAVING 225-2220-42210	12/14/2021 pziemer	12/22/2021	94.90	94.90	Open	N 12/22/2021
	OPERATING SUPPLIES			94.90			
	Total for vendor 1159 - WINNERS TROPHY/:			94.90	94.90		

Vendor 0354 - ZIEGLER, INC:

SI000110194

69087	ZIEGLER, INC GRADER 113 HYDRAULIC HAMMERING DIAGN(pziemer 235-3125-42220	12/07/2021	12/22/2021	202.96	202.96	Open	N 12/22/2021
	REPAIR & MAINT			202.96			
	Total for vendor 0354 - ZIEGLER, INC:			202.96	202.96		

# of Invoices:	148	# Due:	148	Totals:	597,093.86	597,093.86
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					597,093.86	597,093.86

* 1 Net Invoices have Credits Totalling:	(158.67)
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--- TOTALS BY GL DISTRIBUTION ---

101-0000-14100	DUE FROM COMPONENT UNIT	3,007.17
101-0000-15510	PREPAID OTHER	2,485.56
101-0000-20850	DUE TO COMPONENT UNIT	35,274.50
101-1400-43309	COMPUTER TECHNICAL SUPPORT	497.11
101-1400-43321	TELEPHONE	5.72
101-1700-43321	TELEPHONE	2.21
101-1700-43331	LEASE PAYMENTS	1,068.82
101-1800-42220	REPAIR & MAINT	474.50
101-1800-43309	COMPUTER SUPPORT	386.96
101-1800-43321	TELEPHONE	983.59
101-1940-42200	OFFICE SUPPLIES	13.72
101-1940-42220	REPAIR & MAINT	615.00
101-1940-43321	TELEPHONE	53.70
101-1940-43331	LEASE PAYMENTS	290.72
101-1940-43381	BPU UTILITIES	1,306.29
101-2400-42212	MOTOR FUELS	178.09
101-2400-43321	TELEPHONE	4.16
101-2400-43331	LEASE EXPENSE	357.61
101-9200-43300	PROFESSIONAL SERVICES	7,465.50
101-9200-43340	LODGING TAX REMIT/PR	1,368.41
101-9200-43381	BPU UTILITIES	121.13
203-9000-42212	MOTOR FUELS	7,965.18
203-9000-43309	COMPUTER TECHINCAL SUPPORT	105.00
203-9000-43321	TELEPHONE	5.59
203-9000-43401	VEHICLE REPAIRS	2,967.29
203-9000-43440	TRANSIT SERVICE CONTRACT PY	86,801.07
211-5500-42220	REPAIR & MAINT	625.00
211-5500-43381	BPU UTILITIES	1,282.70
211-5505-43430	MISC - COPY MACHINE PYMTS	100.06

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	223-0000-22800	OTHER LIABILITIES		447.60			
	224-0000-22800	OTHER LIABILITIES		63.00			
	224-2150-42210	OPERATING SUPPLIES		10,482.12			
	225-2120-35102	PARKING FINES		50.00			
	225-2120-41113	UNIFORM ALLOWANCE		2,283.00			
	225-2120-42200	OFFICE SUPPLIES		29.00			
	225-2120-42212	MOTOR FUELS		3,967.33			
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		729.63			
	225-2120-42240	SMALL TOOLS		19.78			
	225-2120-43300	PROFESSIONAL SERVICES		214.00			
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		18.75			
	225-2120-43321	TELEPHONE		116.82			
	225-2120-43330	PROFESSIONAL DEVELOPMENT		271.05			
	225-2120-43331	LEASED PAYMENTS		7,836.36			
	225-2120-43380	UTILITIES		46.51			
	225-2120-43381	BPU UTILITIES		4,847.76			
	225-2121-41113	UNIFORM ALLOWANCE		16.99			
	225-2220-42210	OPERATING SUPPLIES		547.40			
	225-2220-42212	MOTOR FUELS		1,138.04			
	225-2220-42220	REPAIR & MAINT		60.99			
	225-2220-42250	PERSONAL PROTECTIVE GEAR		5,523.82			
	225-2220-43300	PROFESSIONAL SERVICES		1,973.45			
	225-2220-43321	TELEPHONE		68.75			
	225-2220-43331	LEASED PAYMENTS		1,540.85			
	225-2220-43350	PRINTING/LEGAL PUBLICATION		100.00			
	225-2220-43380	UTILITIES		7.85			
	225-2220-43381	BPU UTILITIES		2,157.66			
	225-2500-42210	OPERATING SUPPLIES		300.00			
	225-2700-43300	PROFESSIONAL SERVICES		1,812.00			
	225-2700-43430	MISCELLANEOUS		1,094.00			
	230-5200-42200	OFFICE SUPPLIES		13.38			
	230-5200-42212	MOTOR FUELS		562.79			
	230-5200-42220	REPAIR & MAINT		989.27			
	230-5200-43321	TELEPHONE		49.35			
	230-5200-43331	LEASE PAYMENTS		2,404.65			
	230-5200-43381	BPU UTILITIES		2,149.63			
	235-3100-42220	REPAIR & MAINT		1,281.26			
	235-3100-43321	TELEPHONE		49.29			
	235-3100-43331	LEASE PAYMENTS		15,001.29			
	235-3100-43381	BPU UTILITIES		24,181.14			
	235-3100-43430	MISCELLANEOUS		319.44			
	235-3125-42212	MOTOR FUELS		3,551.01			
	235-3125-42220	REPAIR & MAINT		3,707.05			
	235-3125-43402	DOWNTOWN SNOW REMOVAL		13,404.51			
	236-3180-43381	BPU UTILITIES		36.00			
	237-3190-43300	PROFESSIONAL SERVICES		15,675.74			
	237-3190-43331	LEASE PAYMENTS		626.01			
	251-9360-43467	REMIT LOCAL SALES TAX COLLECT		112,830.69			
	260-9020-42220	REPAIR & MAINT		2,879.37			
	260-9020-42230	REPAIRS-VEHICLES & EQUIP		544.89			
	260-9020-42240	SMALL TOOLS		297.49			
	260-9020-43321	TELEPHONE		675.42			
	278-6515-43430	MISCELLANEOUS		297.93			
	400-9050-45530	CAPITAL - OTHER		50,933.25			
	401-1003-43380	UTILITIES		74.82			
	401-1901-43300	PROFESSIONAL SERVICES		3,497.50			
	401-1902-43300	PROFESSIONAL SERVICES		3,482.23			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
401-1919-43300	PROFESSIONAL SERVICES			720.00			
401-9030-43300-21:15	PROFESSIONAL SERVICES			1,176.00			
401-9030-43300-21:17	PROFESSIONAL SERVICES			2,300.00			
401-9030-45530-20:05	CAPITAL-PYMTS TO CONTRACTS			34,182.68			
401-9030-45530-20:06	CAPITAL-PYMTS TO CONTRACTS			95,622.91			

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--- TOTALS BY FUND ---							
	101 - GENERAL FUND			55,960.47	55,960.47		
	203 - TRANSIT FUND			97,844.13	97,844.13		
	211 - LIBRARY FUND			2,007.76	2,007.76		
	223 - DRUG FORFEITURE			447.60	447.60		
	224 - DUI FORFEITURE			10,545.12	10,545.12		
	225 - PUBLIC SAFETY FUND			36,771.79	36,771.79		
	230 - PARK & RECREATION FUND			6,169.07	6,169.07		
	235 - STREET & SEWER FUND			61,494.99	61,494.99		
	236 - PARKING LOT FUND			36.00	36.00		
	237 - SANITARY SEWER FUND			16,301.75	16,301.75		
	251 - LOCAL OPTION SALES TAX			112,830.69	112,830.69		
	260 - AIRPORT FUND			4,397.17	4,397.17		
	278 - HEALTHY EMPLOYE INITIATIVE			297.93	297.93		
	400 - CAPITAL PROJECTS FUND			50,933.25	50,933.25		
	401 - CONSTRUCTION FUND			141,056.14	141,056.14		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			41,277.83	41,277.83		
	1003 - 10:03 DWNTWN MAIN CNTRACT			74.82	74.82		
	1400 - ADMINISTRATION			502.83	502.83		
	1700 - ENGINEERING			1,071.03	1,071.03		
	1800 - IT/GIS			1,845.05	1,845.05		
	1901 - 19:01 NW 4TH STREET IMPR			3,497.50	3,497.50		
	1902 - 19:02 CLST CONNECTION			3,482.23	3,482.23		
	1919 - 19:19 NW 3RD&JACKSON STRE			720.00	720.00		
	1940 - CITY HALL			2,279.43	2,279.43		
	2120 - POLICE DEPARTMENT			20,429.99	20,429.99		
	2121 - COMMUNITY SERVICE			16.99	16.99		
	2150 - DUI FORFEITURE			10,482.12	10,482.12		
	2220 - FIRE DEPARTMENT			13,118.81	13,118.81		
	2400 - COMMUNITY DEVL/INSPECTION			539.86	539.86		
	2500 - CIVIL DEFENSE			300.00	300.00		
	2700 - ANIMAL CONTROL			2,906.00	2,906.00		
	3100 - S & S MAINTENANCE			40,832.42	40,832.42		
	3125 - SNOW REMOVAL			20,662.57	20,662.57		
	3180 - PARKING LOTS EXPENSE			36.00	36.00		
	3190 - SANITARY SEWER EXPENSE			16,301.75	16,301.75		
	5200 - PARK MAIN/ADMINISTRATION			6,169.07	6,169.07		
	5500 - LIBRARY-BUDGETED			1,907.70	1,907.70		
	5505 - TAXABLE FEES			100.06	100.06		
	6515 - HEALTHY EMPLOYE INITIATIVE			297.93	297.93		
	9000 - TRANSIT FUND			97,844.13	97,844.13		

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Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY DEPT/ACTIVITY ---							
	9020 - AIRPORT M & O			4,397.17	4,397.17		
	9030 - CONSTRUCTION PROJ-MISC			133,281.59	133,281.59		
	9050 - CAPITAL PROJECTS-MISC			50,933.25	50,933.25		
	9200 - CITY-WIDE			8,955.04	8,955.04		
	9360 - LOCAL OPTION SALES TAX			112,830.69	112,830.69		

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Vendor 0047 - ASTECH:							
2021-01 FINAL 68709	ASTECH INC.	10/27/2021	11/10/2021	151,390.94	0.00	Paid	Y 11/10/2021
	21-01 & 21-05 FINAL CHIP SEAL/PARKING	pziemer					
	401-9030-45530-21:01	CAPITAL-PYMTS TO CONTRACTS		142,779.14			
	401-9030-45530-21:05	CAPITAL-PYMTS TO CONTRACTS		8,611.80			
	Total for vendor 0047 - ASTECH:			151,390.94	0.00		
Vendor 3966 - BLUE SKY TRANSIT:							
102021 68748	BLUE SKY TRANSIT	11/01/2021	11/18/2021	97,813.15	0.00	Paid	Y 11/18/2021
	OCT 2021 3RD PARTY SERVICES	pziemer					
	203-9000-42212	MOTOR FUELS		3,561.01			
	203-9000-43401	VEHICLE REPAIRS		5,919.72			
	203-9000-43440	TRANSIT SERVICE CONTRACT PY		88,332.42			
	Total for vendor 3966 - BLUE SKY TRANSIT:			97,813.15	0.00		
Vendor 0296 - BRAINERD PUBLIC:							
OCT 2021 68750	BRAINERD PUBLIC UTILITIES	11/01/2021	11/18/2021	4,055.71	0.00	Paid	Y 11/18/2021
	9/24-10/24 POLICE DEPT UTILITIES	pziemer					
	225-2120-43381	BPU UTILITIES		4,055.71			
OCT 21/LIB 68751	BRAINERD PUBLIC UTILITIES	11/01/2021	11/18/2021	1,903.60	0.00	Paid	Y 11/18/2021
	9/24-10/24 LIBRARY UTILITIES	pziemer					
	211-5500-43381	BPU UTILITIES		1,903.60			
OCT 21/ENG 68752	BRAINERD PUBLIC UTILITIES	11/01/2021	11/18/2021	1,697.09	0.00	Paid	Y 11/18/2021
	9/24-10/24 CITY UTILITIES	pziemer					
	101-1940-43381	BPU UTILITIES		1,309.73			
	101-1940-43381	BPU UTILITIES		180.87			
	101-9200-43381	BPU UTILITIES		43.83			
	101-9200-43381	BPU UTILITIES		73.45			
	236-3180-43381	BPU UTILITIES		36.00			
	401-1003-43380	UTILITIES		53.21			
OCT 21/FD 68753	BRAINERD PUBLIC UTILITIES	11/01/2021	11/18/2021	1,693.63	0.00	Paid	Y 11/18/2021
	9/24-10/24 FIRE DEPT UTILITIES	pziemer					
	225-2220-43381	BPU UTILITIES		1,693.63			
OCT 21/PARKS 68754	BRAINERD PUBLIC UTILITIES	11/01/2021	11/18/2021	4,500.82	0.00	Paid	Y 11/18/2021
	9/24-10/24 PARK DEPT UTILITIES	pziemer					
	230-5200-43381	BPU UTILITIES		4,157.06			

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	GL Distribution						
	230-5280-43380	UTILITIES		193.09			
	230-5280-43380	UTILITIES		21.41			
	230-5280-43380	UTILITIES		129.26			
OCT 21/STREETS							
68755	BRAINERD PUBLIC UTILITIES	11/01/2021	11/18/2021	23,904.89	0.00	Paid	Y
	9/24-10/24 STREET DEPT UTILITIES	pziemer					11/18/2021
	235-3100-43381	BPU UTILITIES		23,904.89			
	Total for vendor 0296 - BRAINERD PUBLIC:			37,755.74	0.00		
Vendor 0125 - CONSOLIDATED TE:							
20967253/IT							
68736	CONSOLIDATED TELEPHONE CO	11/12/2021	11/18/2021	981.67	0.00	Paid	Y
	11/12-12/11 PHONE/INTERNET	pziemer					11/18/2021
	101-1800-43321	TELEPHONE		981.67			
20967253/ADM							
68737	CONSOLIDATED TELEPHONE CO	11/12/2021	11/18/2021	5.53	0.00	Paid	Y
	11/12-12/11 ADMIN PHONES	pziemer					11/18/2021
	101-1400-43321	TELEPHONE		5.53			
20967253/ENG							
68738	CONSOLIDATED TELEPHONE CO	11/12/2021	11/18/2021	56.72	0.00	Paid	Y
	11/12-12/11 PHONE/INTERNET	pziemer					11/18/2021
	101-1700-43321	TELEPHONE		3.02			
	101-1940-43321	TELEPHONE		53.70			
20967253/CD							
68739	CONSOLIDATED TELEPHONE CO	11/12/2021	11/18/2021	4.81	0.00	Paid	Y
	11/12-12/11 PHONES	pziemer					11/18/2021
	101-2400-43321	TELEPHONE		4.75			
	101-2400-43321	TELEPHONE		0.06			
20967253/TRANSIT							
68740	CONSOLIDATED TELEPHONE CO	11/12/2021	11/18/2021	5.43	0.00	Paid	Y
	11/12-12/11 PHONES	pziemer					11/18/2021
	203-9000-43321	TELEPHONE		5.43			
20967253/PD							
68741	CONSOLIDATED TELEPHONE CO	11/12/2021	11/18/2021	139.19	0.00	Paid	Y
	11/12-12/11 POLICE DEPT PHONES/INTER	pziemer					11/18/2021
	225-2120-43321	TELEPHONE		120.44			
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		18.75			
20967253/FD							
68742	CONSOLIDATED TELEPHONE CO	11/12/2021	11/18/2021	68.75	0.00	Paid	Y
	11/12-12/11 PHONE/INTERNET	pziemer					11/18/2021
	225-2220-43321	TELEPHONE		68.75			

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20967253/STREETS							
68743	CONSOLIDATED TELEPHONE CO	11/12/2021	11/18/2021	49.29	0.00	Paid	Y
	11/12-12/11 PHONE INTERNET	pziemer					11/18/2021
	235-3100-43321	TELEPHONE		49.29			
20967253/PARKS							
68744	CONSOLIDATED TELEPHONE CO	11/12/2021	11/18/2021	49.35	0.00	Paid	Y
	11/12-12/11 PHONE/INTERNET	pziemer					11/18/2021
	230-5200-43321	TELEPHONE		49.35			
20967010							
68747	CONSOLIDATED TELEPHONE CO	11/12/2021	11/18/2021	613.00	0.00	Paid	Y
	11/12-12/11 AIRPORT PHONE/INTERNET	pziemer					11/18/2021
	260-9020-43321	TELEPHONE		613.00			
Total for vendor 0125 - CONSOLIDATED TE:				1,973.74	0.00		
Vendor 2742 - DVS:							
DSC569 - 2022							
68794	DVS	11/23/2021	11/23/2021	14.25	0.00	Paid	Y
	SQD 498 VIN 2G1WA5E39E1140267	pziemer					11/23/2021
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		14.25			
Total for vendor 2742 - DVS:				14.25	0.00		
Vendor 1859 - ENTERPRISE FM T:							
FBN4328444/ENG							
68730	ENTERPRISE FM TRUST	11/04/2021	11/18/2021	1,379.18	0.00	Paid	Y
	NOV 21 VEHICLE LEASES	pziemer					11/18/2021
	101-1700-43331	LEASE PAYMENTS		1,068.82			
	101-1940-43331	LEASE PAYMENTS		310.36			
FBN4328444/PD							
68731	ENTERPRISE FM TRUST	11/04/2021	11/18/2021	8,355.57	0.00	Paid	Y
	NOV 21 VEHICLE LEASES	pziemer					11/18/2021
	225-2120-43331	LEASED PAYMENTS		8,355.57			
FBN4328444/FD							
68732	ENTERPRISE FM TRUST	11/04/2021	11/18/2021	1,473.58	0.00	Paid	Y
	NOV 21 VEHICLE LEASES	pziemer					11/18/2021
	225-2220-43331	LEASED PAYMENTS		1,473.58			
FBN4328444/ST & SWR							
68733	ENTERPRISE FM TRUST	11/04/2021	11/18/2021	2,525.74	0.00	Paid	Y
	NOV 21 VEHICLE LEASES	pziemer					11/18/2021
	235-3100-43331	LEASE PAYMENTS		1,899.73			
	237-3190-43331	LEASE PAYMENTS		626.01			

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FBN4328444/PARKS							
68734	ENTERPRISE FM TRUST	11/04/2021	11/18/2021	2,429.72	0.00	Paid	Y
	NOV 21 VEHICLE LEASES	pziemer					11/18/2021
	230-5200-43331	LEASE PAYMENTS		2,429.72			
FBN4328444/CD							
68735	ENTERPRISE FM TRUST	11/04/2021	11/18/2021	357.61	0.00	Paid	Y
	NOV 21 VEHICLE LEASES	pziemer					11/18/2021
	101-2400-43331	LEASE EXPENSE		357.61			
	Total for vendor 1859 - ENTERPRISE FM T:			16,521.40	0.00		
Vendor 3627 - LAKES AREA WILD:							
OCT 2021							
68745	LAKES AREA WILDLIFE CONTROL	11/01/2021	11/14/2021	2,298.00	0.00	Paid	Y
	OCT 2021 ANIMAL CONTROL CONTRACT	pziemer					11/14/2021
	225-2700-43300	PROFESSIONAL SERVICES		2,298.00			
	Total for vendor 3627 - LAKES AREA WILD:			2,298.00	0.00		
Vendor 1811 - SANDY, PAUL:							
11/18/21							
68795	SANDY, PAUL	11/18/2021	11/23/2021	186.91	0.00	Paid	Y
	REIMB. HOTEL APWA FALL CONFERENCE	pziemer					11/23/2021
	101-1700-43330	PROFESSIONAL DEVELOPMENT		186.91			
	Total for vendor 1811 - SANDY, PAUL:			186.91	0.00		
Vendor 3612 - SEVERSON PORTER:							
OCT 2021							
68746	SEVERSON PORTER LAW	11/01/2021	11/14/2021	16,131.55	0.00	Paid	Y
	OCT 2021 PROSECUTION AGREEMENT	pziemer					11/14/2021
	225-2127-43310	MISDEMEANOR PROSECUTOR		16,131.55			
	Total for vendor 3612 - SEVERSON PORTER:			16,131.55	0.00		
Vendor 0087 - VISIT BRAINERD:							
OCT 2021							
68749	VISIT BRAINERD	11/16/2021	11/18/2021	2,253.87	0.00	Paid	Y
	OCT 21 REMIT LODGING TAX	pziemer					11/18/2021
	101-9200-43340	LODGING TAX REMIT/PR		2,253.87			
	Total for vendor 0087 - VISIT BRAINERD:			2,253.87	0.00		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
# of Invoices:	29	# Due:	0	Totals:	326,339.55	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					326,339.55	0.00	

--- TOTALS BY GL DISTRIBUTION ---

101-1400-43321	TELEPHONE	5.53
101-1700-43321	TELEPHONE	3.02
101-1700-43330	PROFESSIONAL DEVELOPMENT	186.91
101-1700-43331	LEASE PAYMENTS	1,068.82
101-1800-43321	TELEPHONE	981.67
101-1940-43321	TELEPHONE	53.70
101-1940-43331	LEASE PAYMENTS	310.36
101-1940-43381	BPU UTILITIES	1,490.60
101-2400-43321	TELEPHONE	4.81
101-2400-43331	LEASE EXPENSE	357.61
101-9200-43340	LODGING TAX REMIT/PR	2,253.87
101-9200-43381	BPU UTILITIES	117.28
203-9000-42212	MOTOR FUELS	3,561.01
203-9000-43321	TELEPHONE	5.43
203-9000-43401	VEHICLE REPAIRS	5,919.72
203-9000-43440	TRANSIT SERVICE CONTRACT PY	88,332.42
211-5500-43381	BPU UTILITIES	1,903.60
225-2120-42221	SQUAD CAR REPAIR SUPPLIES	14.25
225-2120-43309	COMPUTER TECHNICAL SUPPORT	18.75
225-2120-43321	TELEPHONE	120.44
225-2120-43331	LEASED PAYMENTS	8,355.57
225-2120-43381	BPU UTILITIES	4,055.71
225-2127-43310	MISDEMEANOR PROSECUTOR	16,131.55
225-2220-43321	TELEPHONE	68.75
225-2220-43331	LEASED PAYMENTS	1,473.58
225-2220-43381	BPU UTILITIES	1,693.63
225-2700-43300	PROFESSIONAL SERVICES	2,298.00
230-5200-43321	TELEPHONE	49.35
230-5200-43331	LEASE PAYMENTS	2,429.72
230-5200-43381	BPU UTILITIES	4,157.06
230-5280-43380	UTILITIES	343.76
235-3100-43321	TELEPHONE	49.29
235-3100-43331	LEASE PAYMENTS	1,899.73
235-3100-43381	BPU UTILITIES	23,904.89
236-3180-43381	BPU UTILITIES	36.00
237-3190-43331	LEASE PAYMENTS	626.01
260-9020-43321	TELEPHONE	613.00
401-1003-43380	UTILITIES	53.21
401-9030-45530-21:01	CAPITAL-PYMTS TO CONTRACTS	142,779.14
401-9030-45530-21:05	CAPITAL-PYMTS TO CONTRACTS	8,611.80

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			6,834.18	0.00		
	203 - TRANSIT FUND			97,818.58	0.00		
	211 - LIBRARY FUND			1,903.60	0.00		
	225 - PUBLIC SAFETY FUND			34,230.23	0.00		
	230 - PARK & RECREATION FUND			6,979.89	0.00		
	235 - STREET & SEWER FUND			25,853.91	0.00		
	236 - PARKING LOT FUND			36.00	0.00		
	237 - SANITARY SEWER FUND			626.01	0.00		
	260 - AIRPORT FUND			613.00	0.00		
	401 - CONSTRUCTION FUND			151,444.15	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	1003 - 10:03 DWNTWN MAIN CNTRACT			53.21	0.00		
	1400 - ADMINISTRATION			5.53	0.00		
	1700 - ENGINEERING			1,258.75	0.00		
	1800 - IT/GIS			981.67	0.00		
	1940 - CITY HALL			1,854.66	0.00		
	2120 - POLICE DEPARTMENT			12,564.72	0.00		
	2127 - MISDEMEANOR PROSECUTOR			16,131.55	0.00		
	2220 - FIRE DEPARTMENT			3,235.96	0.00		
	2400 - COMMUNITY DEVL/INSPECTION			362.42	0.00		
	2700 - ANIMAL CONTROL			2,298.00	0.00		
	3100 - S & S MAINTENANCE			25,853.91	0.00		
	3180 - PARKING LOTS EXPENSE			36.00	0.00		
	3190 - SANITARY SEWER EXPENSE			626.01	0.00		
	5200 - PARK MAIN/ADMINISTRATION			6,636.13	0.00		
	5280 - CAMPGROUND			343.76	0.00		
	5500 - LIBRARY-BUDGETED			1,903.60	0.00		
	9000 - TRANSIT FUND			97,818.58	0.00		
	9020 - AIRPORT M & O			613.00	0.00		
	9030 - CONSTRUCTION PROJ-MISC			151,390.94	0.00		
	9200 - CITY-WIDE			2,371.15	0.00		

**Brainerd, MN
December 6, 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: Johnson, Pritschet, Erickson, O'Day, Stunek, and Bevans. Mayor Badeaux was also noted as present. Member Stenglein was 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 PRITSCHET, DULY CARRIED, TO APPROVE THE AGENDA.

MOVED AND SECONDED BY COUNCIL MEMBERS ERICKSON AND JOHNSON TO APPROVE THE CONSENT CALENDAR.

- A. **Approval of Bills- Approved**
- B. **Approval of the Minutes of the Regular Meeting held on November 15, 2021- Approved**
- C. **Approval of Minutes from Special Council Meeting held on November 22, 2021- Approved**
- D. **Approval of Minutes from Council Budget and Levy Workshop held on November 22, 2021- Approved**
- E. **Department Activity Reports- Approved**
- F. **Minnesota Lawful Gambling Application to Conduct Excluded Bingo- Submitted by Knights of Columbus Council 1491, St. Francis Church 404 9th St, Brainerd, MN 56401. Bingo Events to be held at St Francis Catholic Church on February 3, 10, 17, and 24, 2022-Approved**

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

Presentation

The Center Annual Presentation

DeAnn Barry and Kathy Tusa, 803 Kingwood St, The Center, gave the annual presentation for The Center. The Center utilized the ½ mill funding from the City for building needs and payroll throughout the year. The money provided by the City of Brainerd makes up 77% of the budget for The Center annually, with the other funds coming from fundraising efforts. So far in 2021 there have been a total of 16224 volunteer hours produced at The Center.

Kathy Tusa stated that The Center is a great place for Seniors to gather and make friends when they may otherwise have been alone. She highlighted many activities and groups that seniors can participate in.

Brainerd Public Utilities (BPU) 2022 Capital and Operating Budget Presentation

Scott Magnuson, Superintendent BPU, presented the 2022 Capital Budget for BPU to City Council. Mr. Magnuson highlighted the capital projects for all departments of BPU and gave an update of how long it is taking to order in supplies for projects.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO ACCEPT THE 2022 BRAINERD PUBLIC UTILITIES CAPITAL BUDGET.

Todd Wicklund, Finance Director BPU, presented the 2022 Operating Budget for BPU to City Council. Mr. Wicklund highlighted the projected revenue \$30.6 million and expenses \$28.6 million. The net is used to purchase power and finance capital projects.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND PRITSCHET, DULY CARRIED, TO ACCEPT THE 2022 BRAINERD PUBLIC UTILITIES OPERATING BUDGET.

Council Committee Reports

Safety and Public Works

Approve Event Application- 5K for Mental Health Awareness- Approved

Committee Chair O'Day stated that this will take place at CLC on May 7th, 2022. It will start and finish at CLC.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND PRITSCHET, DULY CARRIED, TO APPROVE THE EVENT APPLICATION.

Approve Event Application- Holiday Hayrides at Buffalo Hills Park- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE THE EVENT APPLICATION WITH THE CONDITIONS THAT THE APPLICANT MAKE PORTABLE FIRE EXTINGUISHERS AVAILABLE, WORK WITH POLICE STAFF FOR ANY ASSISTANCE NEEDED AT THE DISCRETION OF THE POLICE CHIEF, SUBMIT REQUIRED INSURANCE, APPLICANT SIGNS THE EVENT APPLICATION.

Resolution- 2021 Transit Capital Bus Purchase- Approved

Committee Chair O'Day stated that this is a correction to the previous resolution regarding the transit capital bus purchase, which provided an 80% from the State and 20% from city/county agreement participants cost share. The actual cost share is 90% from the State 10% of agreement participants.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND PRITSCHET TO ADOPT RESOLUTION AUTHORIZING THE PURCHASE OF THE 2021 BUDGETED BUS FROM NORTH CENTRAL BUS SALES OF ST. CLOUD AT A TOTAL COST OF \$92,637.

RESOLUTION 68:21

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

Approve Final Pay Estimate Improvement 21-04- 2021 Street Striping Contract with Crow Wing County- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE THE FINAL PAYMENT TO CROW WING COUNTY FOR IMPROVEMENT 21-04- 2021 STREET STRIPING IN THE TOTAL AMOUNT OF \$18,161.

Resolution- Supporting Safe Routes to School (SRTS) Grant Application Submission- Approved

Committee Chair O'Day stated that the school district is supportive of this grant submission.

Member Erickson stated that he will abstain from voting due to his work with Region 5.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND PRITSCHET TO ADOPT RESOLUTION AUTHORIZING SUBMISSION OF GRANT APPLICATION WHICH SUPPORTS THE SAFE ROUTES TO SCHOOL INFRASTRUCTURE PROJECT.

RESOLUTION 69:21

Upon roll call, Council Members Johnson, Pritschet, O'Day, Stunek and Bevans voted "aye". No member voted "nay". Member Erickson abstained from voting. The Chair declared the motion carried.

Resolution- Municipal Consent and Parking Restrictions- Crow Wing County Improvements- CSAH 117 (Industrial Park Road) Mill and Overlay and CSAH 49 (Wise Road) Roundabout- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON TO ADOPT RESOLUTION APPROVING A PROJECT WITHIN THE CITY OF BRAINERD MUNICIPAL CORPORATE LIMITS, SAP 018-605-013/018-649-009

RESOLUTION 70:21

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

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON TO ADOPT RESOLUTION APPROVING A PROJECT WITHIN THE CITY OF BRAINERD MUNICIPAL CORPORATE LIMITS, SAP 18-117-05

RESOLUTION 71:21

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

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON TO ADOPT RESOLUTION WHICH BANS PARKING WITHIN THE PROJECT LIMITS OF SAP 018-605-013/018-649-009.

RESOLUTION 72:21

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

Review Street Light Policy Selected Fixture Costs- Discussion Only

Committee Chair O'Day stated that the lights came in at a higher price than expected. Staff will compare costs with Brainerd Public Utilities and continue to research.

Personnel & Finance

Community Service Officer Resignation and Request to Hire- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO ACCEPT THE RESIGNATION OF COMMUNITY SERVICE OFFICER CARTER DAVIS, EFFECTIVE NOVEMBER 26, 2021, AND JOSHUA SCHUELLER, EFFECTIVE DECEMBER 3, 2021; FURTHER TO AUTHORIZE THE HIRING OF TWO COMMUNITY SERVICE OFFICERS AT THE RATE OF \$14.00 PER HOUR.

Ratify the Hiring of Community Service Officer Masen Barton- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO RATIFY HIRING OF COMMUNITY SERVICE OFFICER MASEN BARTON, STARTING AT \$14.00 PER HOUR WITH AN EFFECTIVE DATE OF NOVEMBER 24, 2021.

Ratify the Hiring of Taylor Lokhorst for Park Maintenance Position- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO RATIFY HIRING TAYLOR LOKHORST EFFECTIVE DECEMBER 6, 2021; FURTHER THAT HE BE PLACED ON STEP 1 OF THE PARK MAINTENANCE WAGE GRID AT A RATE OF \$19.98 PER HOUR.

Approval of Memorandum of Agreement for HR Assistant Position- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF BRAINERD AND THE INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS, LOCAL NO. 31 ON BEHALF OF THE ADMINISTRATIVE SUPPORT BARGAINING UNIT SETTING THE 2021-2022 WAGES FOR THE HR ASSISTANT POSITION WHILE REALIZING ADJUSTMENTS MAY NEED TO OCCUR DURING THE NEGOTIATION PROCESS; FURTHER, IF SUBSTANTIAL CHANGES ARE REQUESTED BY THE UNION, AN UPDATE MOA WILL BE PRESENTED TO THE COUNCIL FOR CONSIDERATION AT ITS DECEMBER 20TH MEETING.

Resolution- 2022-2024 Wages for Teamsters Union and Approval of Tentative Agreement Terms- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE 2022-2024 TENTATIVE AGREEMENT SUMMARY AND THE

CONTRACT SUPPORTING DOCUMENTS BETWEEN THE CITY AND TEAMSTERS GENERAL LOCAL UNION NO. 346 REPRESENTING POLICE SERGEANTS AND LIEUTENANTS.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK TO ADOPT RESOLUTION SETTING THE TEAMSTERS GENERAL LOCAL UNION NO. 346 WAGES FOR 2022-2024.

RESOLUTION 73:21

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

Resolution- 2022-2023 Wages for City Administrator, Department Heads, and Non-Union Supervisors- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK TO ADOPT RESOLUTION SETTING 2022-2023 WAGES FOR THE CITY ADMINISTRATOR, DEPARTMENT HEADS, AND NON-UNION SUPERVISORS.

RESOLUTION 74:21

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

Resolution- 2022-2023 Wages for Police Chief and Deputy Police Chief- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK TO ADOPT RESOLUTION SETTING THE 2022-2024 WAGES FOR THE POLICE CHIEF AND DEPUTY POLICE CHIEF POSITIONS.

RESOLUTION 75:21

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

Approval of Updated Organizational Chart and Title Change for City Engineer- Approved

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE UPDATED ORGANIZATIONAL CHART.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE OFFICIAL TITLE CHANGE FOR THE CITY ENGINEER TO "CITY ENGINEER/PUBLIC WORKS DIRECTOR".

Resolution- Accept the Redistribution of Unrequested Funding Pursuant to the American Rescue Plan Act (ARPA) - Approved

Committee Chair Johnson stated that Brainerd requested local recovery funding under the ARPA, not all eligible municipalities requested funds. The remaining unrequested funds are being distributed to the municipalities that did request funding.

MOVED AND SECONDED BY MEMBERS JOHNSON AND STUNEK TO ADOPT RESOLUTION TO ACCEPT REDISTRIBUTION OF UNREQUESTED CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT.

RESOLUTION 76:21

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

Discussion on Non-Working Funds 2022 Budget- Discussion only

Committee Chair Johnson stated that discussion took place on the proposed budgets for Transit, Library, Recycling, Parking Lot, Permanent Improvement, Mayor's Contingency, Sanitary and Storm Sewer Funds.

Update on OSHA Emergency Temporary Standard (ETS) COVID Vaccination/ Testing Policy- Approved

Committee Chair Johnson stated that there is litigation surrounding the order.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK TO IGNORE THE ORDER.

Committee Chair Johnson stated that this is a highly controversial and publicly charged topic. Employees have expressed that they will quit if required to get the vaccine and he wants to express to the employees that their employment with the City is valued.

Chair Bevans stated that he will vote against the motion.

Member O'Day stated that he supports the motion 100%.

Council Members Johnson, Erickson, O'Day, and Stunek voted "aye". Members Pritschet and Bevans voted "nay". Chair declared the motion carried.

Resolution- Transfer and Development of District No. 2 to the EDA- Approved

Committee Chair Johnson stated that there are Letters of Intent (LOI) for parcels in the Industrial Park. As a formality, the Council is transferring authority of the development district to the EDA.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK TO ADOPT RESOLUTION TRANSFERRING DEVELOPMENT DISTRICT NO. 2 TO THE ECONOMIC DEVELOPMENT AUTHORITY.

RESOLUTION 77:21

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

Consideration of Letter of Intent from B & D Power Solutions, LLC for the Purchase of Lot 1 Block 2, and Lot 1 Block 3 of the Industrial Park Phase IV- Approved

Member Pritschet asked if there were safeguards by BPU incase the load is too much.

Committee Chair Johnson stated that it would have its own line and would be the first to be shut off if the station is overloaded.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK TO ADOPT RESOLUTION CONVEYING TO THE EDA FOR SALE LOT 1, BLOCK 2 AND LOT 1, BLOCK 3, BRAINERD INDUSTRIAL PARK FIRST ADDITION, CROW WING COUNTY, MINNESOTA TO B&D POWER SOLUTION, LLC AT A PURCHASE PRICE TO BE NEGOTIATED WITH THE BUYER PER THE TERMS OF THE LETTER OF INTENT DATED NOVEMBER 18TH, 2021.

RESOLUTION 78:21

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

Consideration of Letter of Intent from Clough Properties, LLC for the Purchase of Lots 7& 8, Block 1 of the Industrial Park Phase IV- Approved

Committee Chair Johnson stated that BPU has the current power capacity to support both buyers.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK TO ADOPT RESOLUTION CONVEYING TO THE EDA FOR SALE LOTS 7 & 8, BLOCK 1 AND LOTS 3&4, BLOCK 4, BRAINERD INDUSTRIAL PARK FIRST ADDITION, CROW WING COUNTY, MINNESOTA TO CLOUGH PROPERTIES, LLC AT A PURCHASE PRICE TO BE NEGOTIATED WITH THE BUYER PER THE TERMS OF THE LETTER OF INTENT DATED NOVEMBER 24TH, 2021.

RESOLUTION 79:21

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

Unfinished Business

Final Reading- Proposed Ordinance 1522- Ordinance Repealing Section 305.13 of the Brainerd City Code to Discontinue the Joint Police and Fire Civil Service Commission- Approved

The Chair opened the Public Hearing at 8:20 p.m.

No one came forward

The Chair closed the Public Hearing at 8:22 p.m.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO HOLD THE FINAL READING AND DISPENSE WITH THE ACTUAL READING OF PROPOSED ORDINANCE 1522.

MOVED AND SECONDED BY COUNCIL MEMBERS PRITSCHET AND ERICKSON TO ADOPT ORDINANCE 1522- AN ORDINANCE REPEALING SECTION 305.13 OF THE BRAINERD CITY CODE TO DISCONTINUE THE JOINT POLICE AND FIRE CIVIL SERVICE COMMISSION.

ORDINANCE 1522

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

Final Reading- Proposed Ordinance 1523- An Ordinance Amending the City Charter

Administrator Bergman stated that on November 10th, the Charter Commission considered changes to the Public Utilities Commission chapter of the Charter. At the November 15th meeting of the City Council, Attorney Langel reviewed the changes with Council and the first reading was held.

The Chair opened the public hearing at 8:24 p.m.

No one came forward.

The Chair closed the public hearing at 8:25 p.m.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND PRITSCHET, DULY CARRIED, TO HOLD THE FINAL READING AND DISPENSE WITH THE ACTUAL READING OF PROPOSED ORDINANCE 1523.

MOVED AND SECONDED BY COUNCIL MEMBERS PRITSCHET AND ERICKSON, DULY CARRIED, TO POSTPONE THE ADOPTION OF ORDINANCE 1523 TO DECEMBER 20TH, 2021.

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)

Library Board- 2 terms 2028

Public Utilities Commission—1 term (Expire 2026)

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

Transportation Advisory Committee (TAC)– 1 term (Expire 2022)—3 terms (Expire 2024)

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)

Airport Commission—1 term (Expire 2024)

Planning Commission—1 term (Expire 2023)—2 terms (Expire 2024)

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

Ad Hoc Committees – Applicants Needed

Water Tower Fundraising Committee – Two positions available

New Business

Consideration of Parking Commission Recommendations

The Chair opened the floor for public comment at 8:30 p.m.

The Chair entered into the record emails in opposition of parking meters and are available upon request. The e-mails were received from:

Ed Menk
Sarah Hayden Shaw
Jeff Czczok
Ed Mattson
Dave Pueringer
Larry Potter
Charles Wade

The Chair recognized Matt Kilian, 224 W Washington St, Chamber of Commerce thanked staff for allowing the Chamber to provide members with the recommendations by the Parking Commission. He spent a large part of the day speaking with business owners in the downtown, 14/16 businesses downtown are not in favor of parking meters.

The following Citizens spoke in opposition to the parking recommendations, specifically parking meters in the downtown area. All who spoke were concerned about the businesses downtown maintaining customers and convenience of coming downtown.

Sarah Hayden-Shaw, 521 N 9th St, Sage on Laurel
Becky LaPlante, 616 ½ Front St
Laura Bisted, 608 Front St
Beth Workman, 610 Front St, Picture Perfect
Ed Menk, 623 Laurel St, E.L. Menk Jewelers
Kathy Gray, 15674 Sandhill Circle
Nila Patrick, 710 Laurel St, VIP Floral
Dave Pueringer, 616 ½ /Front St
Steve & Lois Hensel, 617 Laurel St, Loide Oil and Vinegars

The Chair recognized Marie Kirsch, 707 Laurel St, who thanked the Parking Commission for their work and said that she understood why they came to parking meters as a solution to the parking problem downtown. She stated that the meters may be a compromise to help the turnover of parking spaces.

The Chair closed the floor to public comment at 9:28 p.m.

Council Members Pritschet and Stunek agreed that parking meters would not be effective downtown.

Council Member O'Day reminded the Council that the recommendations made by the Parking Commission were a system to put in place gradually.

Council Member Johnson stated that he agreed that the recommendations all worked together as a system. He represents the public and because the public opposes meters, he will support the public opinion.

Mayor Badeaux stated that he is the liaison to the Parking Commission, he was hoping for discussion like tonight's with the recommendations that were made because that is how government is supposed to work.

MOVED AND SECONDED BY COUNCIL MEMBERS ERICKSON AND JOHNSON TO DIRECT THE PARKING COMMISSION TO TWEAK THEIR RECOMMENDATIONS LESS THE PARKING METERS BASED ON PUBLIC COMMENT TO BE APPROVED BY CITY COUNCIL.

Upon Rollcall Council Members Johnson, Pritschet, Erickson, O'Day voted "aye". Members Stunek and Bevans voted "nay". The Chair declared the motion carried.

Public Forum

The Chair opened public forum at 9:43 p.m.

Steve Clough, 5972 Ojibwa Rd, stated that he and his wife have been lifelong residents of the Brainerd Lakes Area. They kept their business local and care about the community immensely.

Andrew Buschman, B & D Power Solutions, stated that he is a co-partner of the company based out of Ohio. They help assist large companies looking for power sources while giving back to the communities that their businesses are located.

The Chair closed public forum at 9:52 p.m.

Staff Reports

Community Development Director Chanski stated that the EDA will be holding a Special Meeting of the EDA on Thursday, December 9th at 7:30 a.m.

HR Director Schubert stated that there is a Be a Santa to a Senior gift tree downstairs on the 2nd floor.

Administrator Bergman stated that she is working on her performance review, expect it by the next meeting. Ms. Bergman thanked the Destination Downtown Brainerd Coalition for the invitation to judge for the Snowflake Lane Window Walk she really enjoyed all of the displays.

Mayors Report

The Mayor had nothing to report.

Council Member Reports

Council Member Stunek stated that staff did a great job plowing after the snow event Sunday.

Adjourn to City Council Special Budget Meeting and Public Hearing- December 13th, 2021, at 6:00 p.m. in the City Council Chambers.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO ADJOURN TO THE CITY COUNCIL SPECIAL BUDGET MEETING AND PUBLIC HEARING, DECEMBER 13TH, 2021 AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS.

Chair Bevans adjourned the meeting at 10:00 p.m.

Jennifer Bergman
City Administrator

**Brainerd, MN
December 13th, 2021**

Pursuant to due call and notice thereof, the Brainerd City Council Budget Public Hearing was called to order at 6:00 P.M. by Council President Bevans.

Members Johnson, Pritschet, Erickson, O'Day, Stunek, and Bevans were noted as present. Mayor Badeaux was also noted as present. Council Member Stenglein was noted as absent.

2022 Levy and Budget Public Hearing

Finance Director Hillman stated the purpose of the meeting was to discuss the City of Brainerd's Budget and allow for public comment, not to discuss valuation placed on properties which is done by the County. Ms. Hillman gave a simplified overview of how Minnesota property taxes work and how this affects the amount homeowners are taxed based on the levy amount. She then gave an overview of the proposed budget.

The Chair opened the Public Hearing at 6:17 p.m.

No one came forward.

The Chair closed the Public Hearing at 6:17 p.m.

Adjourn to Planning Commission Meeting or Further Discussion on the Zoning Code Update, Wednesday, December 15th at 6:00 p.m. in the City Council Chambers.

MOVED AND SECONDED BY MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO ADJOURN TO THE PLANNING COMMISSION MEETING FOR FURTHER DISCUSSION ON THE ZONING CODE UPDATE, WEDNESDAY, DECEMBER 15TH AT 6:00 P.M. IN THE CITY COUNCIL CHAMBERS.

Jennifer Bergman
City Administrator

Brainerd Contractor License List

12/15/2021

A-1 ENTERPRISES

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
43716 CONIFER ST	General Commercial	Active		12/31/2022	2022-0017	12/31/2022

ACCESS GARAGE DOOR LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
8998 COUNTY ROAD 14	Overhead Doors	Active		12/31/2022	2022-0001	12/31/2022

ADVANCED CONCRETE SAWING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1245 PIERCE BUTLER R	Excavator	Active		12/31/2022	2022-0001	12/31/2022

AIRTECH HEATING & COOLING OF B

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
18092 STATE HIGHWAY	Mechanical	Active	MB713591	07/28/2022	2022-0029	12/31/2022

ALL ELEMENTS INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
301 CHELSEA RD	General Commercial	Active		12/31/2022	2022-0002	12/31/2022

ALL SEASON HEATING & AC OF BRAI

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
11502 THIESSE RD	Mechanical	Active	MB004765	10/08/2022	2022-0002	12/31/2022

ALTERS MASONRY CONCRETE,INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
19784 SEE GULL RD	Masonry	Active		12/31/2022	2022-0002	12/31/2022

AQUA LOGIC, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
501 INDUSTRIAL BLVD	Swimming Pool	Active	MB773761	10/09/2022	2022-0001	12/31/2022

ARCTIC AIR HEATING & AIR CONDIT

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
5970 COUNTY ROAD 16	Mechanical	Active	MB003258	08/01/2022	2022-0003	12/31/2022

ASG EXTERIORS DBA NEUMANN CO

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1006 WRIGHT ST	Commercial Roofing	Active		12/31/2022	2022-0002	12/31/2022

AUGUSTA PLUMBING LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
24891 21ST AVE	Plumbing Contractor	Active	PC643143	12/31/2023	2022-0010	12/31/2022
24891 21ST AVE	Mechanical	Active	MB643672	11/14/2022	2022-0026	12/31/2022

BCI CONSTRUCTION INC DBA BOSER

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
7135 5TH AVE NE	General Commercial	Active			2022-0015	12/31/2022

BRAINERD GLASS, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
302 5TH AVE NE STE 4	Glass/glazing	Active		12/31/2022	2022-0004	12/31/2022

BUTTWEILERS DO ALL INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
4298 STATE HWY 114 S	Commercial Roofing	Active		12/31/2022	2022-0004	12/31/2022

CARLSON & STEWART REFRIGERATI

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
189 INDUSTRIAL BLVD.	Mechanical	Active	MB645373	12/31/2023	2022-0027	12/31/2022

CENTRAL LAKES DRYWALL INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 2569	Drywall	Active		12/31/2022	2022-0001	12/31/2022

CLIMATE MAKERS INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1700 FREEWAY BLVD S	Plumbing Contractor	Active	PC648912	12/31/2023	2022-0006	12/31/2022
1700 FREEWAY BLVD S	Mechanical	Active	MB004290	12/12/2022	2022-0017	12/31/2022

CROSSLAKE SHEET METAL INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 191	Mechanical	Active	MB003832	10/23/2022	2022-0030	12/31/2022

DAIKIN APPLIED AMERICAS INC DBA

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
13600 INDUSTRIAL PAR	Mechanical	Active	MB003904	10/08/2022	2022-0021	12/31/2022
13600 INDUSTRIAL PAR	High Pressure Piping Busi	Active	HC004213	12/31/2023	2022-0001	12/31/2022

DECHANTAL EXCAVATING LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
12209 STATE HWY 18 P	Excavator	Active		12/31/2022	2022-0002	12/31/2022
12209 STATE HWY 18 P	Subs-sewage Treatment Sy	Active	L-2267	02/10/2022	2022-0001	12/31/2022

DO IT ALL PLUMBING & HEATING LL

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
26617 143RD ST	Plumbing Contractor	Active	PC782790	12/31/2023	2022-0001	12/31/2022

DOW ACOUSTICS, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 477	Acoustical Ceilings	Active		12/31/2022	2022-0001	12/31/2022

DRSC CONCRETE INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
13464 5TH AVE NE	Masonry	Active		12/31/2022	2022-0001	12/31/2022

EAST SIDE GLASS COMPANY

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
305 FRANKLIN AVE NE	Glass/glazing	Active		12/31/2022	2022-0001	12/31/2022

EL JAY PLUMBING & HEATING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
520 APOLLO AVE NE	Plumbing Contractor	Active	PC642629	12/31/2023	2022-0012	12/31/2022

FIRE WORKS FIREPLACE INSTALLATI

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
3030 4TH ST S	Mechanical	Active	MB003629	10/22/2022	2022-0005	12/31/2022

FRANZEN BROS. PLASTERING LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
10872 COUNTY ROAD 8	Drywall	Active			2022-0004	12/31/2022

G & J AWNING & CANVAS, INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1260 10TH ST N	Awnings	Active	SB696877	07/10/2023	2022-0001	12/31/2022

GPS RESTORATION SOLUTIONS LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
7757 COLLEGE RD #105	General Commercial	Active		12/31/2022	2022-0003	12/31/2022

GRANITE CITY REFRIGERATION & S

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 358	Mechanical	Active	MB003158	09/01/2022	2022-0006	12/31/2022

GRANITE CITY ROOFING, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 1482	Commercial Roofing	Active		12/31/2022	2022-0003	12/31/2022

GRAVELLE PLUMBING & HEATNG, I

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
223 1ST AVE NW	Plumbing Contractor	Active	PC645381	12/31/2021	2022-0014	12/31/2022

GULL LAKE GLASS INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
18441 STATE HIGHWAY	Glass/glazing	Active		12/31/2022	2022-0002	12/31/2022

HERZOG ROOFING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 245	Commercial Roofing	Active			2022-0005	12/31/2022

HONER EXCAVATING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 676	Excavator	Active		12/31/2022	2022-0005	12/31/2022
PO BOX 676	Subs-sewage Treatment Sy	Active	L2646	11/05/2022	2022-0003	12/31/2022

HVAC TECH HEATING & AIR

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
13213 COUNTY ROAD 8	Mechanical	Active	MB664932	08/25/2022	2022-0020	12/31/2022

INDIGO SIGNWORKS INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
4133 IOWA ST STE 100	Sign Erector	Active	SB683135	05/21/2022	2022-0005	12/31/2022

JOHN FRANZEN STUCCO LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
30012 E HORSESHOE L	Stucco	Active			2022-0001	12/31/2022

K JOHNSON CONSTRUCTION INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
6870 HWY 10 NW	Masonry	Active			2022-0004	12/31/2022

KASELLA CONCRETE INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
6191 330TH AVE	Masonry	Active		12/31/2022	2022-0003	12/31/2022

KENKO DRYWALL INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
14181 242ND AVE	Drywall	Active		12/31/2022	2022-0003	12/31/2022

KENS HEATING & MOBILE HOME SU

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
42281 290TH ST	Mechanical	Active	MB005039	04/21/2022	2022-0007	12/31/2022

KRAUS-ANDERSON CONSTRUCTION

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
501 S 8TH ST	General Commercial	Active			2022-0014	12/31/2022

KUE CONTRACTORS, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 408	General Commercial	Active		12/31/2022	2022-0012	12/31/2022

KUEPERS CONSTRUCTION INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
17018 COMMERCIAL PA	General Commercial	Active		12/31/2022	2022-0016	12/31/2022

LANDWERX LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
16035 CARLSON LAKE	Excavator	Active			2022-0010	12/31/2022

LANGE TRENCHING INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
111 NW DORADO AVE	Excavator	Active		12/31/2022	2022-0006	12/31/2022
111 NW DORADO AVE	Subs-sewage Treatment Sy	Active	L688	03/31/2022	2022-0004	12/31/2022

MAJKA CONSTRUCTION INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
6367 LENDEE DR	General Commercial	Active		12/31/2022	2022-0004	12/31/2022

MASTER MOBILE HOME SERVICE INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1486 CLOUD DR NE	Mechanical	Active	MB003380	09/03/2022	2022-0008	12/31/2022

MASTER PLUMBING & HEATING OF

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
17131 MOGENSEN RD	Mechanical	Active	MB005013	05/10/2022	2022-0018	12/31/2022
17131 MOGENSEN RD	Plumbing Contractor	Active	PC644493	12/31/2023	2022-0007	12/31/2022

METRO HOME INSULATION LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
495 S HIGH ST STE 50	Mechanical	Active	MB722551	03/14/2022	2022-0025	12/31/2022

MICHELS CORPORATION

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
817 MAIN ST	Utilities Construction	Active		12/31/2022	2022-0002	12/31/2022
817 MAIN ST	Mechanical	Active	MB674871	10/29/2023	2022-0009	12/31/2022

MICHELS PIPELINE INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
817 MAIN STREET	Mechanical	Active	MB778746	03/15/2023	2022-0010	12/31/2022

MICHELS POWER, INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
817 MAIN ST	Utilities Construction	Active		12/31/2022	2022-0001	12/31/2022

MICHELS UTILITY SERVICES, INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
817 MAIN ST	Excavator	Active		12/31/2022	2022-0003	12/31/2022

MID-STATE REFRIGERATION HEATING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
604 LINCOLN AVE NE	Mechanical	Active	MB003246	08/18/2022	2022-0012	12/31/2022
604 LINCOLN AVE NE	Plumbing Contractor	Active	PC005306	12/31/2023	2022-0003	12/31/2022

MINNESOTA HOME IMPROVEMENTS

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 248	General Commercial	Active		12/31/2022	2022-0009	12/31/2022

MINNESOTA PETROLEUM SERVICE INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
682 39TH AVE NE	Mechanical	Active	MB004080	01/05/2022	2022-0023	12/31/2022

MP NEXLEVEL LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
500 COUNTY ROAD 37	Utilities Construction	Active		12/31/2022	2022-0003	12/31/2022

NC PLUMBING & HEATING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
13688 KIMBERLY RD	Mechanical	Active	MB721187	03/31/2023	2022-0028	12/31/2022
13688 KIMBERLY RD	Plumbing Contractor	Active	PC721186	12/31/2023	2022-0011	12/31/2022

NORTHLAND GLASS AND GLAZING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
3311 39TH ST S	Glass/glazing	Active		12/31/2022	2022-0003	12/31/2022

PETERSON SHEET METAL INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
3728 BEMIDJI AVE N SU	Mechanical	Active	MB003352	08/13/2022	2022-0022	12/31/2022
3728 BEMIDJI AVE N SU	Plumbing Contractor	Active	PC642684	12/31/2023	2022-0009	12/31/2022

PIKE PLUMBING & HEATING OF BRA

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
830 BROOK ST	Mechanical	Active	MB003963	10/09/2022	2022-0016	12/31/2022
830 BROOK ST	Plumbing Contractor	Active	PC645518	12/31/2023	2022-0005	12/31/2022

PRATT'S AFFORDABLE EXCAVATING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
23069 SWAN LN	Excavator	Active		12/31/2022	2022-0007	12/31/2022
23069 SWAN LN	Subs-sewage Treatment Sy	Active	L1341	07/11/2022	2022-0005	12/31/2022

Q3 CONTRACTING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
53 SOUTH OWASSO BL	Excavator	Active		12/31/2022	2022-0009	12/31/2022

QUICK CONSTRUCTION INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 324	General Commercial	Active		12/31/2022	2022-0005	12/31/2022

R & H DRYWALL, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
26023 HWY 27 PO BOX 4	Drywall	Active		12/31/2022	2022-0002	12/31/2022

R J MECHANICAL INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
901 N INDUSTRIAL PAR	Plumbing Contractor	Active	PC001353	12/31/2023	2022-0013	12/31/2022

RAM BUILDINGS INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
592 INDUSTRIAL DRIV	Building	Active	BC171976	03/31/2023	2022-0001	12/31/2022

RASINSKI EXCAVATING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
10775 PINEWOOD DR S	Excavator	Active		12/31/2022	2022-0008	12/31/2022

RHEAUMES HOUSE OF LETTERING I

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
25113 21ST AVE	Sign Erector	Active	SB683780	07/01/2022	2022-0002	12/31/2022

RICE LAKE CONSTRUCTION GROUP

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
22360 COUNTY ROAD 1	General Commercial	Active		12/31/2022	2022-0008	12/31/2022

ROSE CITY SIGN COMPANY, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
31208 COUNTY ROAD 7	Sign Erector	Active	SB687648	11/09/2022	2022-0007	12/31/2022

ROSS LEWIS SIGN COMPANY INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
2201 BARDWELL DR N	Sign Erector	Active	SB678195	02/07/2022	2022-0003	12/31/2022

RYAN COMPANIES US, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
533 S 3RD ST STE 100	General Commercial	Active		12/31/2022	2022-0018	12/31/2022

SCENIC SIGN CORP

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
828 S 5TH STREET PO B	Sign Erector	Active	SB693852	12/31/2022	2022-0006	12/31/2022

SCHAFER BUILDING MAINTENANCE

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 23	Commercial Roofing	Active		12/31/2022	2022-0002	12/31/2022

SCHMIDT ROOFING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
3509 W HIGHWAY 13	Commercial Roofing	Active		12/31/2022	2022-0001	12/31/2022

SHO CON OF PIERZ INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
25238 213TH ST	General Commercial	Active		12/31/2022	2022-0013	12/31/2022

SIGNART COMPANY, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
2933 MONDOVI RD	Sign Erector	Active	SB683707	12/31/2022	2022-0004	12/31/2022

SMART SOURCE MECHANICAL LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
6057 DEER ST	Mechanical	Active	MB735722	08/10/2023	2022-0014	12/31/2022

SPORTSMANS PLUMBING HEATING A

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
12705 STATE 64 SW	Plumbing Contractor	Active	PC749035	12/31/2023	2022-0002	12/31/2022
12705 STATE 64 SW	Mechanical	Active	MB749035	11/09/2022	2022-0011	12/31/2022

ST CLOUD REFRIGERATION INC DBA

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
604 LINCOLN AVE NE	Mechanical	Active	MB003247	08/15/2022	2022-0013	12/31/2022

ST. CLOUD ACOUSTICS, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
30762 PEARL DRIVE PO	Acoustical Ceilings	Active		12/31/2022	2022-0002	12/31/2022

SUPERIOR COMPANIES OF MINNESO

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1244 60TH AVE NW	Plumbing Contractor	Active	PC642520	12/31/2023	2022-0008	12/31/2022
1244 60TH AVE NW	Mechanical	Active	MB004661	12/10/2022	2022-0019	12/31/2022

TELCOM CONSTRUCTION, LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
2218 E 200TH STREET P	Utilities Construction	Active		12/31/2022	2022-0004	12/31/2022

THE DOOR DOCTOR

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
18231 WOODROW ROA	Overhead Doors	Active		12/31/2022	2022-0002	12/31/2022

THELEN HEATING & ROOFING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1717 13TH ST SE	Mechanical	Active	MB003283	09/24/2022	2022-0015	12/31/2022
1717 13TH ST SE	Commercial Roofing	Active		12/31/2022	2022-0001	12/31/2022
1717 13TH ST SE	Plumbing Contractor	Active	PC738578	12/31/2023	2022-0004	12/31/2022

TOMS BACKHOE SERVICE INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
323 WOODLAND HILLS	Subs-sewage Treatment Sy	Active	L408	03/31/2022	2022-0002	12/31/2022

323 WOODLAND HILLS	Pipelayer Bond	Active	PB643233	12/31/2023	2022-0001	12/31/2022
323 WOODLAND HILLS	Excavator	Active		12/31/2022	2022-0004	12/31/2022

TOTAL CONSTRUCTION AND REMO

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
13569 N SYLVAN DAM	General Commercial	Active	BC381834	03/31/2023	2022-0006	12/31/2022

TRANSFORM SR HOME IMPROVEME

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1024 FLORIDA CENTRA	General Commercial	Active		12/31/2022	2022-0010	12/31/2022

T-RAY CONSTRUCTION COMPANY IN

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
8651 NAPLES ST NE ST	Underground Cable	Active		12/31/2022	2022-0001	12/31/2022

TRISKO HEATING & PLUMBING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
320 PINE STREET	Mechanical	Active	MB003465	09/07/2022	2022-0033	12/31/2022

VEIT & COMPANY INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
14000 VEIT PLACE	General Commerical	Active			2022-0020	12/31/2022

W GOHMAN CONSTRUCTION CO.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
815 E COUNTY ROAD 7	General Commercial	Active		12/31/2022	2022-0011	12/31/2022

W L HALL CO

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
530 15TH AVE S	General Commercial	Active		12/31/2022	2022-0007	12/31/2022

WESTERN PRODUCTS INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
474 45TH ST S	General Commercial	Active		12/31/2022	2022-0019	12/31/2022
Total Licensees						97

Population: All Records
Licensee.DateRegistrationExpires = 12/31/2022

2021 LICENSE RENEWALS

DECEMBER 20, 2021 COUNCIL MEETING

GARBAGE LICENSE – 4 Renewals

Garrison Disposal dba Nisswa Sanitation
PO Box 780
Nisswa, MN 56468

Waste Management of Brainerd
7968 Industrial Park Road
Baxter, MN 56425

Waste Partners, Inc.
2928 State Hwy 371
Pine River, MN 56474

Pequot Lakes Sanitation
PO Box 639
Pequot Lakes MN 56401

TOBACCO LICENSES – 19 Renewals

S & R Quisberg, Inc. dba Brainerd Cub Foods
417 8th Ave NE
Brainerd, MN 56401

Hollco, Inc. dba Speedway #4880
421 NE Washington Street
Brainerd, MN 56401

Mill Avenue Holiday
1500 Mill Avenue
Brainerd, MN 56401

Cashwise Liquor
513 B Street NE
Brainerd, MN 56401

Evas dba Southside Express
701 Industrial Park Rd SW
Brainerd, MN 56401

Yesterday's Gone
219 S 9th Street
Brainerd, MN 56401

Mill Ave Liquor
1424 Mill Avenue NE
Brainerd, MN 56401

Pine Liquor
3325 Oak St
Brainerd Mn 56401

Pine Square
3325 Oak Street
Brainerd, MN 56401

Northern Tier Retail LLC dba Speedway
1223 South 6th Street
Brainerd, MN 56401

Shep's on 6th
315 S 6th Street
Brainerd MN 56401

Tobacco Den
633 Washington Street NE
Brainerd, MN 56401

Mid-Town Depot
321 Washington Street
Brainerd MN 56401

Cornerstone Liquor
817 Washington Street
Brainerd, MN 56401

Walgreens #05635
340 W Washington Street
Brainerd, MN 56401

Risky Business
326 Washington Street
Brainerd, MN 56401

Holiday Stationstores, Inc.
424 South 6th Street
Brainerd, MN 56401

Casey's General Store
850 Lum Park Road
Brainerd, MN 56401

Vapor North
328 Washington Street
Brainerd, MN 56401

2021 LICENSE RENEWALS DECEMBER 21, 2020 COUNCIL MEETING (CONT.)

TAXI CAB LICENSES – 1 Renewal

Brainerd Area Taxi
709 Charles Street
Brainerd MN, 56401

SECOND HAND AUTO LICENSES – 7 Renewals

Midway Auto
10 E Washington Street
Brainerd, MN 56401

Brainerd Sports & Marine
13377 State Hwy 25
Brainerd, MN 56401

Motors-N-More
510 10th Ave NE
Brainerd, MN 56401

Auto Import
22 Washington Street
Brainerd, MN 56401

210 Auto Sales
301 Washington St
Brainerd, MN 56401

Tower Motors
624 Washington Street
Brainerd Mn 56401

Eclipse Automotive
210 NW 5th Street
Brainerd MN 56401

SECOND HAND GOODS LICENSES– 2 Renewals

United Gold & Silver
702 W Washington Street
Brainerd, MN 56401

EL Menk Jewelers
623 Laurel Street
Brainerd MN 56401

AMUSEMENT LICENSE – 2 Renewals

HAZELWOOD CORPORATION
800 MN AVE NE
AITKIN MN 56431

BIG JAYS PIZZA ARCADE
217 S 7TH ST
BRAINERD MN56401

PAWNBROKERS LICENSES – 2 Renewal

Iron Hills Gun & Pawn Inc.
704 Front Street
Brainerd, MN 56401

T & B Pawn & Gun Inc.
515 Washington Street
Brainerd, MN 56401

Contingent Upon Inspection by the Fire Department

SECOND HAND AUTO – 2 Renewal

Tanner Motors
620 W Washington St
Brainerd, MN 56401

Tanner Nissan
620 W Washington St
Brainerd, MN 56401

TAXI LICENSES – 1 RENEWAL

Grab-A-Cab
422 Charles Street
Brainerd, MN 56401

TOBACCO RENEWAL – 1 RENEWAL

HA Smokey's Tobacco
706 Washington Street
Brainerd, MN 56401



BRAINERD POLICE DEPARTMENT MONTHLY REPORT



BESTUL'S BOOYAH AWARD

Submitted by Lt. Kulzer: During the first week of November, Officer Engst investigated two felony level victim crimes. The first was a second-degree assault with a firearm, in which Jacob conducted a thorough investigation, interviewed victims and witnesses, and worked with an outside agency to apprehend the suspect and collect evidence. The second was a residential burglary. Jacob investigated and located and arrested the suspect.

For an officer with 8 months experience, Jacob conducted very complete investigations, both of which resulted in charges being filed with the CWCA office. **BOOYAH!**



TRAINING & STAFF DEVELOPMENT

MN Chiefs of Police Association

Chief Bestul attended the 2021 MN Chiefs of Police Association's Executive Training Institute (ETI) & Law Enforcement Expo, the largest gathering of police chiefs and law enforcement leaders in our state each year. The theme this year was Accelerating the Evolution of Policing, bringing in national and local experts to address some of the most relevant topics facing the law enforcement profession today.

BCA Crime Scene Course for Minnesota Law Enforcement

Investigator Runde and Investigator Palcher attended the three-day BCA Crime Scene Course for Minnesota Law Enforcement in Nisswa. This course teaches basic and effective crime scene processing skills to law enforcement officers. BCA Crime Scene Team members provided instruction on approaching the crime scene, forensic evidence identification, documentation, collection, and packaging of physical evidence. The course included lecture, practical exercises, and hands on experience, as well as a mock crime scene processing exercise that allowed the students to apply the knowledge gained through the course.

Strategic Supervisor:

Miranda Halverson, Records Lead, attended a two-day interactive workshop helping participants become a more effective leader. Using public sector examples and presenting opportunities to practice the factors with fellow leaders, the workshop equips supervisors for successes.

Basic Data Practices for the Front Lines

Records Technicians Allyson Timmons and Alex Korte attended a 4-hour course via zoom on basic data practices and how it applies in Minnesota.

Basic Federal and State Gun Carry Laws

Deputy Chief Davis attended a 4-hour course via Zoom, learning about Minnesota law on the carrying of handguns, restrictions on venues, carrying under the influence and the rights and obligations of gun permit holders. The course included an overview of the carry permit process in Minnesota, the requirements needed to get a permit, and how street officer documentation and enforcement can make or break whether a permit is issued or denied, as well as a discussion of what makes a person ineligible to possess a firearm under state and federal law.

Law Enforcement Data Workshop

Miranda Halverson, Records Lead, attended a remote data practices workshop sponsored by the MN Data Practices Office. The workshop focused on key law enforcement provisions in Minnesota law, featuring discussions of general legal requirements, including criminal investigative data, juvenile data, traffic accident data, body camera video data, and more; and real-life problem-solving scenarios based on actual inquiries. There was also time for questions and answers about the day-to-day issues that involve law enforcement data.

Adult Criminal Record Expungement

Julie McCullough, Administrative Supervisor, attended a 4-hour course via Zoom on adult criminal records expungements. Discussion included how to implement and deal with the flow of data related to expungement, from demands for return of booking data under Minn. Stat. 299C.11 to responding to requests for expunged data.

Introduction to Sales & Use Tax

Miranda Halverson, Records Lead, attended the on-line Introduction to Sales and Use Tax in Minnesota course, which provided the sales and use tax basics, including fundamental elements, local taxes, exemption certificates, recordkeeping, filing and payment instructions, and contact information.

COMMUNITY OUTREACH



Brainerd Police 2021 Coloring Contest



2021 Coloring Contest Kick Off

The Brainerd Police Department 2021 coloring contest is here. Brainerd Ace Hardware has generously donated 4 children's bicycles and helmets for prizes! Coloring contest pages can be printed from the Brainerd Police Department Facebook page or picked up at the Brainerd Police Department or Brainerd Ace Hardware. The contest is recommended for children 3-12 years of age, with one entry submission per child. Entries must be returned to the Brainerd Police Department no later than December 20th to be considered. Winners will be notified the week of December 20th. A special thank you to Ace Hardware for sponsoring this event!

The Yearly Giving Tree

The yearly Giving Tree is once again in place in front of the Brainerd Police Department. The individuals behind the Giving Tree want to help people stay warm during the chilly Minnesota winters and know that there are many people without the means to purchase warm outerwear. The hats, scarves, and mittens that hang from the tree are free to anyone in need.

A special thank you to the wonderful group of volunteers who graciously donate their time, skills, and supplies crocheting and knitting the items to keep the Giving Tree stocked through the winter. The Brainerd Police Department is proud to partner with them to provide this service for the community!



Giving Thanks

Officers assisted the American Legion and the many volunteers that provided Thanksgiving dinners to those in the community by helping load up and deliver the meals. A huge thank you to the American Legion and the volunteers!

CONDUCT ON PREMISES ACTIVITY REPORT

ICR	Date Reported	Title	Address	Summary
21015332	11/07/21	Conduct on Premises	500 NW 4th St	Conduct on Premises
21015987	11/20/21	Conduct on Premises	612 Norwood St	Conduct on Premises

BODY WORN CAMERA DATA REPORT

Month	Number of Videos	Hours of Video	GB of Videos	Average MB per Video	Average Time Length of Videos	Average Number of Videos Per Day
November	1856	401	701	387	12.98 Minutes	62



OVERALL CALLS FOR SERVICE

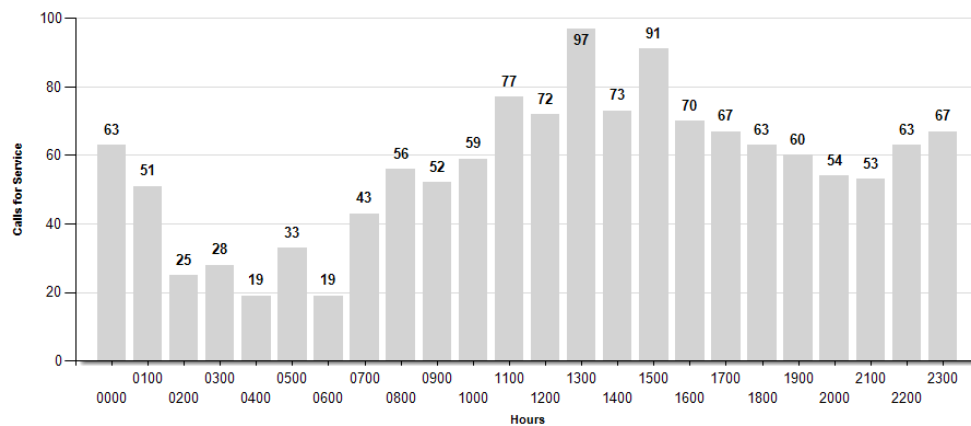
November	2021	2020
Number of Calls for Service	1355	1213



Calls for Service Hourly

11/1/2021 to 11/30/2021

Total Calls: 1381

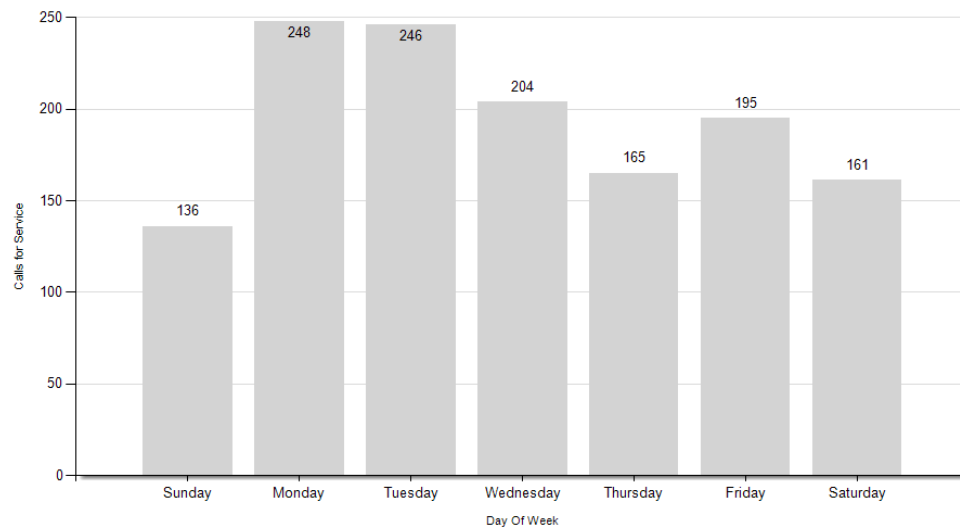


Calls for Service Day Of Week

Start Date: 11/1/2021

End Date: 11/30/2021

Total Calls: 1381



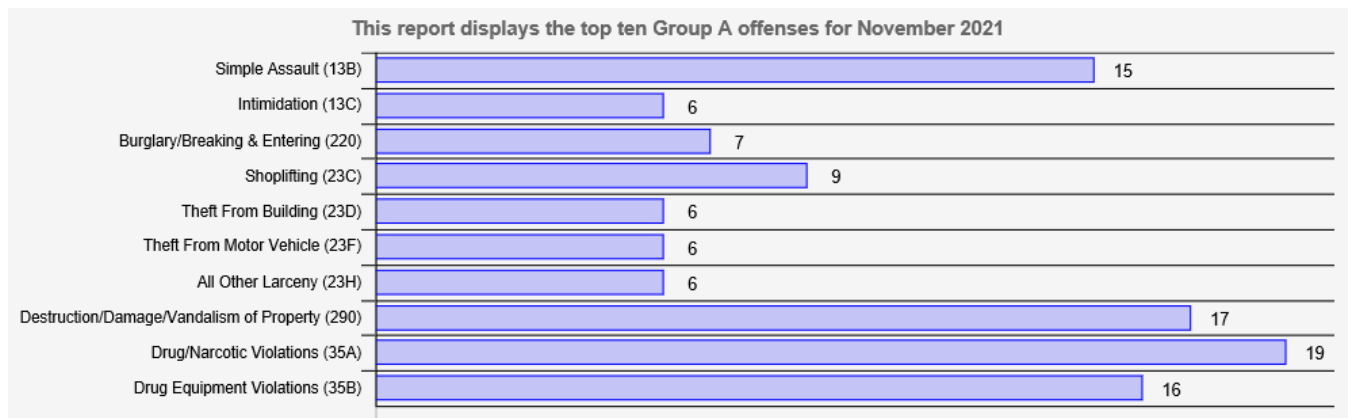
CRIME STATISTICS

November	2021	2020
Group A Offenses Known or Reported to Police	1496	1563
Group A and B Arrests	737	712

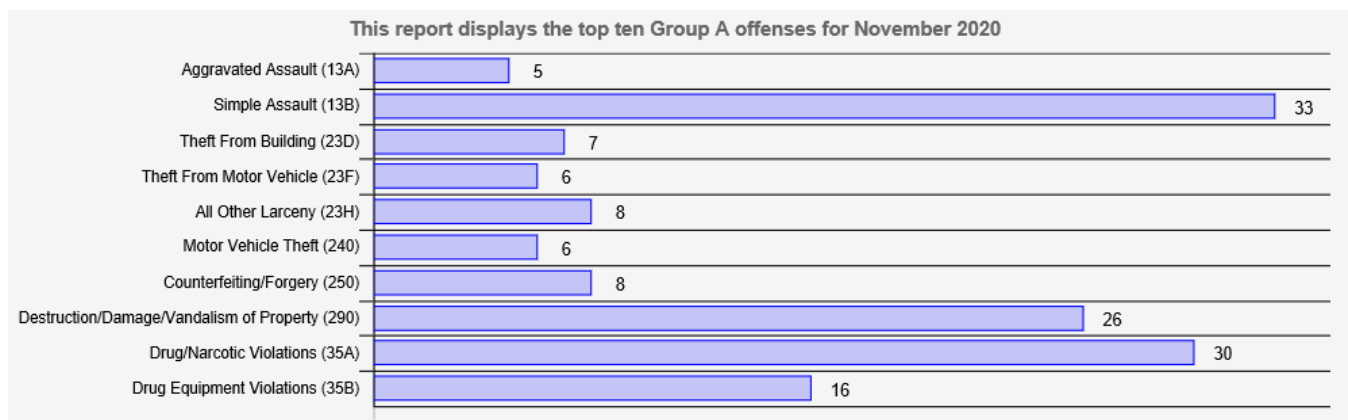
**** Note: 2021 totals do not include case files that have not yet been coded.**

TOP 10 GROUP A OFFENSES

November 2021

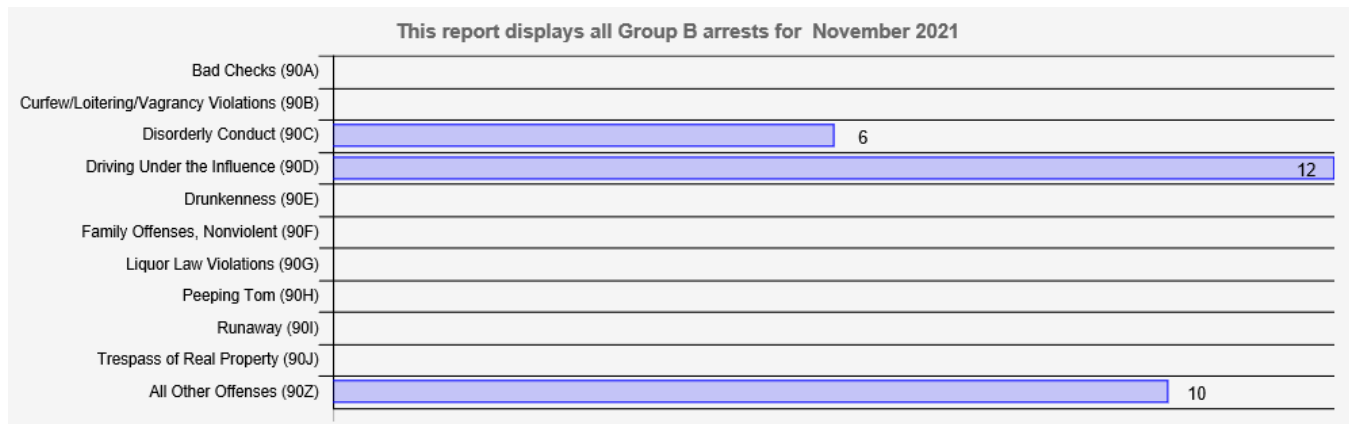


November 2020

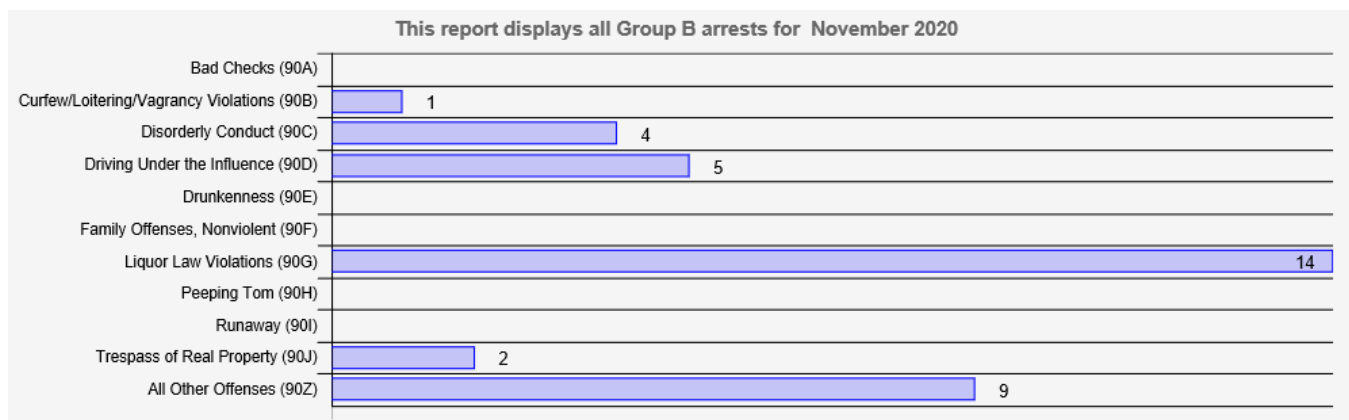


GROUP B ARREST DATA

November 2021



November 2020



CITATIONS, PARKING TICKETS, & WRITTEN WARNINGS

November	2021	2020
Citations (Inc. Parking Tickets & Written Warnings)	163	195

29 parking tickets issued in the month of November, with the following dispositions.

2	Dismissed
0	Business Validations
13	Paid in Full
0	Partial Payments Received
14	No Payment Received

Revenue Recapture Receipts:

2020 Total:	\$8,304.50
2021 To Date:	\$8,228.62



City of Brainerd
IT/GIS Department Monthly Report
November 2021

Projects

Coordination technology needs for street department remodel (offices) – network cabling, door access control, camera system, staff computer configurations, wifi improvements, etc. Moved street foreman to city hall for the duration of remodel. Demo began 11/29.

Moved Transit dispatch staff to city hall training room, moved training room to previous HR/Mayor office. Coordinated network cabling, installation of radio cabling extension. Door access control updated as needed. Security camera feeds and an existing Ring doorbell will be put into place.

PEG channel – finalizing quote with vendor Z systems for CableCast equipment.

Began discussions/planning regarding 2022 redistricting.

Coordinating with CTC to schedule after hours replacements of battery backups for their network equipment that provides internet connections at city buildings. City hall 11/5, Police 11/24, more buildings in the near future.

Software

VCS POSS (police scheduling) – continued work towards solutions

Completed BenefitsConnect export/import into BS&A (for benefits open enrollment)

Hardware

Replaced UPS (battery backup) for fire department network equipment

Assisted with new mobile computers and other technology (cameras, docks, printers, etc) for new police dept squad cars

Other

Technical support for numerous meetings – City Council, Park Board, Planning, Charter Commission, HRA, EDA, etc

Annual MN IT conference - virtual

Statistics

Emails sent: 7,538 (251/day) received 30,393 (1,013/day)

Cisco Secure Endpoint: 3.39M (-9%) files scanned, 621K (-2%) IPs scanned

YouTube – City of Brainerd channel: 723 (+65%) views, 61.5 (-27%) hours watched

MEMO



TO: Mayor and City Council

FROM: David Chanski, Community Development Director

DATE: December 16, 2021

RE: Community Development Director Report

Building

The Community Development Department issued 81 building permits with a total project valuation of \$2,008,059 in the month of November.

Within the River-to-Rail incentive corridor, 4 permits were issued in November with a total project valuation of \$25,300 and waived \$748.26 in permit fees.

*Note: project valuation does not include all projects as some permits, such as residential mechanical permits, have a flat fee and are not based on valuation. Therefore, the listed total project valuation is solely based on the permits whose fees are determined by valuation.

Code Enforcement

The Community Development Department conducted 229 code enforcement inspections in November. 155 (68%) of these inspection were for junk/debris and unlicensed/inoperable vehicle violations.

Planning & Zoning

The zoning code update continues to progress. After the workshop with the City Council on November 8 and the Planning Commission meeting on December 15, which the City Council was invited to attend, staff will be working with Jennifer Haskamp and Mike Lamb to work through some finer elements of the code and being the process of putting together a full draft of the proposed zoning code. Staff is scheduled to hold a half day work session with Jennifer and Mike on January 6 to work through these fine elements. After that work session, we will know whether or not a final workshop with the Planning Commission and/or City Council will be necessary before presenting a full draft of the code.

An ordinance amendment to allow warming shelters as a interim use in B-4 Districts was approved by the City Council on November 15 and an Interim Use Permit for Bridges of Hope to operate a warming shelter at 1926 S. 7th St. was approved by the City Council during a special meeting on November 22. The warming shelter was given its Certificate of Occupancy and officially opened for operation on Friday, December 3.

Economic Development

Staff has been working with the EDA and BPU on the potential development of two different crypto currency mining operations looking to locate to the Industrial Park. On December 6, the City Council conveyed 6 lots within Phase IV of the Industrial Park to the EDA for sale for this purpose, and the EDA authorized staff to begin negotiations with B&D Power Solutions, LLC and Clough Properties, LLC for the sale of lots within the Industrial Park during a special meeting on December 9.

On November 29th, staff met with representatives from the Minnesota Department of Human Services and Minnesota Department of Administration to discuss the State's vision for the undeveloped portion of the State Hospital property and the process by which the property could be made available for development. Staff will be bringing a recommendation before the EDA in early 2022 to begin the process of working with the State to make the property available for development, which will likely take at a least a year to complete.

Mississippi Landing Trailhead

The Project Management Team (PMT) for the Mississippi Landing Trailhead Park project (MLT) has worked through the various elements of the park and has developed a draft site plan for the MLT. The attached draft site plan was presented to the Park Board for their initial comments on December 14. A final site plan will be present to the Park Board in January for their approval. Once the site plan is approved, WSB will beginning preparing full construction documents for the project with the goal of going out of bid in March, accepting bids in April, and construction commencing in May.

REVISIONS

NO.	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

ROBERT A. SUIPKA III

LIC. NO. 44337

DATE:

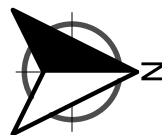
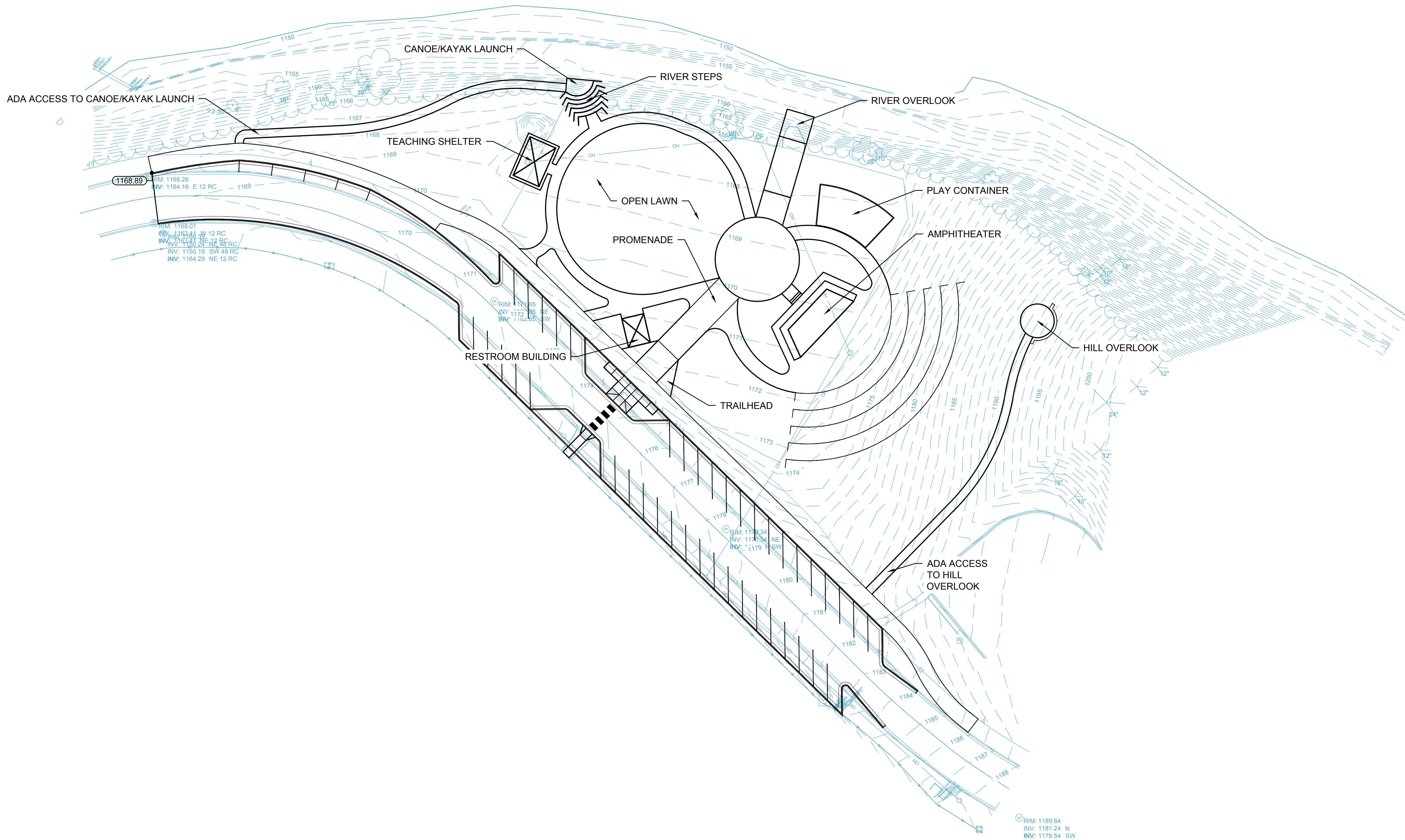
OVERALL LAYOUT PLAN

MISSISSIPPI LANDING TRAILHEAD PROJECT
CITY OF BRAINER

CLIENT PROJECT NO.

WSB PROJECT NO.
018999-000

SHEET
L3.0



0 40 80
SCALE IN FEET

1 OVERALL LAYOUT PLAN
L3.0



December 15th, 2021

Dear Brainerd City Council, City Administrator, and advisors,

To start we would like to thank you for the opportunity to present information on our operations over the last year. Within you will find financial documentation for the year of 2021 as of 12/7 as well as our planned operating budget for the year of 2022.

Our half mill levy dollars received from the City of Brainerd came in at a total of \$99,873.44 when factoring in both first and second half payments (\$48,000 and \$48,000 respectively) as well as 2020 tax arrears of \$3,873.44. Our approach again this year was to take as conservative as possible steps in dealing with our financials. With the uncertainty of our fundraising efforts and availability of events due to COVID we felt it was best to ensure that we were not overextending ourselves.

2021 proved to be a very successful year for Brainerd Community Action in terms of expanding our ability to help make a difference in the community. Our major goal was to focus on how we can utilize our connections and resources to better help area nonprofits and individuals with charitable ideas. These efforts culminated in our first ever Community Empowerment Fund grant opportunity. Through this program we were able to select 15 projects in the community that we could help become a reality. Those programs included everything from meals and technology for youth during COVID to books and care packages for children that were experiencing long hospital stays for various health reasons. The Community Empowerment Fund is an opportunity that we plan to continue moving forward with funds generated by our yearly fundraisers acting as the main funding source. In 2022 we plan to expand this program to allow a handful of larger grants while still acting as seed money for projects from programs of all shapes and sizes.

Our goal for 2022 will be to continue to grow awareness of our organization in the community and to find ways to best serve the groups that we work with on a regular basis. As we move forward each year we see many partners finish up their charitable ventures and move on to other endeavors. However, for every group that is finishing their journey another is just beginning. We are excited to continue to celebrate with both ends of the spectrum and look forward to everything that 2022 will bring.

We would like to again thank you for everything that you do as a city and for continuing to support Brainerd Community Action in our efforts of to build community, empower people to overcome adversity, and promote self-sufficiency.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dave Badeaux", is written over a light blue circular background.

Dave Badeaux
Executive Director
On behalf of the Board of Directors

WHAT IS BRAINERD COMMUNITY ACTION?



Brainerd Community Action is a nonprofit organization that focuses on helping individuals and groups who have a desire to help others but who may not know where to get started doing so.

OUR GOAL IS TO HELP GUIDE THOSE WITH CHARITABLE IDEAS TO REACH THEIR GOAL OF HELPING THEIR COMMUNITY.

Who Do We Help?

ANYONE WITH A PASSION FOR HELPING OTHERS IN THEIR COMMUNITY. IT COULD BE AS SIMPLE AS HAVING A SPECIFIC FUNDRAISING CAUSE BUT NEEDING A PARTNER TO HELP TAKE IN TAX DEDUCTIBLE DONATIONS. OR IT COULD BE AN ORGANIZATION WHO IS READY TO TAKE THE NEXT STEP IN BECOMING A TAX EXEMPT NONPROFIT OF THEIR OWN. WE ARE HERE TO HELP CONNECT PEOPLE WITH IDEAS WITH THE RIGHT METHODS TO FIND SUCCESS IN THEIR EFFORTS.



What Are Our Big Events?



ARTS IN THE PARK

HUNDREDS OF LOCAL ARTISTS AND VENDORS OFFER THEIR CREATIONS FOR SALE AT OUR BIGGEST FUND-RAISER AND ANNUAL KICKOFF TO THE 4TH OF JULY WEEK.



4TH OF JULY CELEBRATION

50-100K PEOPLE GATHER EACH YEAR IN MINNESOTA'S 4TH OF JULY CAPITAL THE BRAINERD LAKES AREA TO CELEBRATE ONE OF THE AREAS LARGEST EVENTS.

What Do We do?

COMMUNITY ACTION GIVES POTENTIAL NONPROFITS A SOLID FOUNDATION FROM WHICH TO BUILD.

- + STEP BY STEP INSTRUCTIONS ON NONPROFIT CREATION
- + HELP APPLYING FOR GRANTS
- + ACCOUNTING AND FINANCIAL MANAGEMENT
- + FISCAL SPONSORSHIP

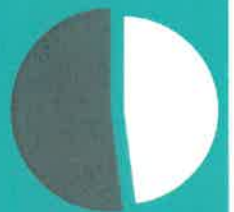
What is Fiscal Sponsorship?



FISCAL AGENCY ALLOWS AN ORGANIZATION WITHOUT TAX-EXEMPT STATUS TO RECEIVE FUNDS VIA AN ESTABLISHED NONPROFIT WITH 501(C)(3) TAX-EXEMPT STATUS. **THIS IS A GREAT FIRST STEP IN FUNDRAISING.**

How Are We Funded?

57% GOVERNMENT CONTRACTS
43% FUNDRAISING EFFORTS



Brainerd Community Action
321 S. 7th Street Suite 105
Brainerd, MN 56401

Dave Badeaux Executive Director
Call Us: (218) 829-5278
Email: Info@BrainerdCommunityAction.org

Brainerd Community Action

Profit and Loss
January - November, 2021

	BCA-4TH	BCA-AITP	BCA-COMM CORNER	BCA-DSA	BCA-GIVE BACK	BCA-OPERATIONS	TOTAL
Income							
Donations Income	2,000.00	1,200.00			2,550.00	-4,296.13	\$1,453.87
Event Fees	1,600.00	7,516.74	500.00				\$9,616.74
Event Sponsorships	39,508.76						\$39,508.76
Gifts-in-Kind Service	1,000.00						\$1,000.00
Interest Income						630.20	\$630.20
Refunds and Discounts						33.00	\$33.00
Tax Allocation						99,799.05	\$99,799.05
Total Income	\$44,108.76	\$8,716.74	\$500.00	\$0.00	\$2,550.00	\$96,166.12	\$152,041.62
GROSS PROFIT	\$44,108.76	\$8,716.74	\$500.00	\$0.00	\$2,550.00	\$96,166.12	\$152,041.62
Expenses							
Accounting Fees						2,946.50	\$2,946.50
Advertising & Marketing	5,079.56	377.63			49.01	915.00	\$6,421.20
Bank Charges & Fees						74.00	\$74.00
Charitable Contributions							\$0.00
Grant Donations					8,000.00		\$8,000.00
Total Charitable Contributions					8,000.00		\$8,000.00
Insurance	695.52					1,526.00	\$2,221.52
Mailing Expense	25.80					33.00	\$58.80
Merchant Fees						0.00	\$0.00
Miscellaneous Expense						0.00	\$0.00
Outside Service	19,275.00	425.00					\$19,700.00
Payroll Expenses							\$0.00
Payroll Processing						553.50	\$553.50
Taxes						4,140.94	\$4,140.94
Wages						50,856.02	\$50,856.02
Total Payroll Expenses						55,550.46	\$55,550.46
Printing Costs	155.25					563.86	\$719.11
Prizes and Awards	0.00	1,339.65					\$1,339.65
Reimbursements						4.00	\$4.00
Rent - Equipment	393.27						\$393.27
Rent - Space		170.00				2,200.00	\$2,370.00
Subscriptions						1,469.60	\$1,469.60
Supplies - Event	1,369.23	445.73		67.77			\$1,882.73
Supplies - Office	12.04					477.55	\$489.59
Taxes & Licenses						25.00	\$25.00
Telephone & Internet						1,206.04	\$1,206.04
Utilities	1,287.00	292.50					\$1,579.50
Total Expenses	\$28,292.67	\$3,050.51	\$0.00	\$67.77	\$8,049.01	\$66,991.01	\$106,450.97
NET OPERATING INCOME	\$15,816.09	\$5,666.23	\$500.00	\$ -67.77	\$ -5,499.01	\$29,175.11	\$45,590.65
NET INCOME	\$15,816.09	\$5,666.23	\$500.00	\$ -67.77	\$ -5,499.01	\$29,175.11	\$45,590.65

Brainerd Community Action

Balance Sheet

As of November 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking-Bremer...2090	211,161.98
Checking-Bremer...7113	59,924.68
Total Bank Accounts	\$271,086.66
Other Current Assets	
Cert of Deposit-Bremer...4009941	12,412.81
Total Other Current Assets	\$12,412.81
Total Current Assets	\$283,499.47
Fixed Assets	
Accum Depr - Furn & Equip	-33,278.00
Furniture & Equipment	35,421.17
Total Fixed Assets	\$2,143.17
TOTAL ASSETS	\$285,642.64
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Fiduciary Funds Payable	
Cash Receipts	622,268.81
Disbursements	-562,569.65
Total Fiduciary Funds Payable	59,699.16
Payroll Liabilities	
Federal Taxes (941/944)	948.59
MN Income Tax	180.82
Total Payroll Liabilities	1,129.41
SBA Cares PPP Loan	8,700.00
Total Other Current Liabilities	\$69,528.57
Total Current Liabilities	\$69,528.57
Total Liabilities	\$69,528.57
Equity	
Opening Balance Equity	-86,890.60
Retained Earnings	256,445.46
Net Income	46,559.21
Total Equity	\$216,114.07
TOTAL LIABILITIES AND EQUITY	\$285,642.64

2022 Budget

Total 41000 - Government Contracts	\$ 99,799.05
Total OPERATIONS COSTS	
Staff	\$ 60,000.00
Payroll Taxes	\$ 5,000.00
Bookkeeping	
Bookkeeping - Accounting Fees	\$ 4,200.00
Bookkeeping - Payroll Processing	\$ 900.00
Bookkeeping - QuickBooks Subscription	\$ 1,469.60
Tax Preparation	\$ 825.00
Bremer Bank Rent	\$ 2,400.00
Community Partner Networking (mileage, meals)	\$ 250.00
Insurance	\$ 4,000.00
Phone/Internet	\$ 1,250.00
Technology Upgrades	\$ 1,200.00
Website Domain / MS Office	\$ 200.00
Adobe Subscriptions / Images and Editing	
Printing Costs - Internal	\$ 750.00
Letterhead and Envelopes	\$ 350.00
Supplies - Office	\$ 500.00
Membership Dues	\$ 189.00
Advetising Marketing	
Misc	
Volunteer Contributions	\$ 28.95
Operations Total:	\$ 83,512.55
REMAINING:	\$ 16,286.50

44000 - Fourth of July Fundraising Efforts	
44010 - Service Clubs	\$ 15,000.00
44020 - Corporate Donations	\$ 5,000.00
44030 - City Donations	\$ 16,000.00
Fundraisers	
44040 - Individual Donations	
44050 - Parade Entry Fees	\$ 1,000.00
44060 - Organization/Business Donations	
44070 - Vendor's fees	\$ 3,000.00
44150 Arts In The Park Fundraiser	\$ 10,000.00
44000 - TOTAL 4th of JULY FUNDRAISING EFFORTS	\$ 50,000.00

64000 - 4th of July Expenses	
64010 - Parade	\$ 1,500.00
64011 - Community/Volunteer Expenses	\$ 1,750.00
64012 - Advertising	\$ 7,500.00
64013 - Entertainment	\$ 500.00
64014 - Fireworks	\$ 20,000.00
Insurance	\$ 2,000.00
64015 - Trash/bug spraying	\$ 2,000.00
Bug Spray	\$ 1,000.00
64016 - Stationary	\$ 200.00
64017 - Mailings	\$ 500.00
64018 - Sound	
64020 - electric expense	\$ 2,600.00
64021 - Parking Lots	
64022 - Supplies	\$ 3,000.00
64023 - Misc.	\$ 300.00
64026 - Restrooms	\$ 2,800.00
64027 - Website updates donations/registration	
64028 - Arts in the Park awards	\$ 1,500.00
Total 64000 - 4th of July Expenses	\$ 47,150.00
REMAINING 4th of July Balance	\$ 2,850.00
TOTAL REMAINING Balance	\$ 19,136.50



COMMUNITY MEMBER OF THE MONTH

THE BRAINERD CITY COUNCIL AWARDS

John and Dawn Graff

For their Annual Light Display

Dave Badeaux
Mayor

David Chanski
Community Development Director

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

December 20th, 2021

7:15 PM

WebEx Teleconference Call-In Information Call Toll-

Free: 1-844-992-4726

Access Code: 2490 800 3656

1. Approve Final Pay Estimate - Improvements 20-05 and 20-06 - Madison Street and SE Brainerd Resurfacing Project
2. Approve Stipulation to Amend Assessment Roll - Imp 19-19 - NW 3rd and Jackson Street Reconstruction Project
3. Resolution - Advancing Municipal State Aid Street Funds



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

Contract Number: 2021-02
 Pay Request Number: 7

Project Number	Project Description
20-05	Madison Street Reconstruction
20-06	SE Brainerd Resurfacing

Contractor: DeChantal Excavating LLC P O Box 315 Brainerd, MN 56401	Vendor Number: N/A Up To Date: 12/14/2021
--	--

Contract Amount**Funds Encumbered**

Original Contract	\$2,501,504.98	Original	\$2,501,504.98
Contract Changes	\$14,747.27	Additional	N/A
Revised Contract	\$2,516,252.25	Total	\$2,501,504.98

Work Certified To Date

Base Bid Items	\$2,488,796.54
Contract Changes	\$14,747.27
Material On Hand	\$0.00
Total	\$2,503,543.81

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
20-05	\$2,632.00	\$633,645.87	\$0.00	\$599,463.19	\$34,182.68	\$633,645.87
20-06	\$2,240.00	\$1,869,897.94	\$0.00	\$1,774,275.03	\$95,622.91	\$1,869,897.94

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$4,872.00	\$2,503,543.81	\$0.00	\$2,373,738.22	\$129,805.59	\$2,503,543.81
Percent: Retained: 0%			Percent Complete: 99.49%		

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
12/14/2021
 Date

Approved By DeChantal Excavating LLC

[2#first_name#3] [2#last_name#4]

Contractor

[2#obtained#5]

Date

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2021-06-11	\$336,996.64	\$16,849.83	\$320,146.81
2	2021-07-09	\$428,346.77	\$21,417.34	\$406,929.43
3	2021-08-06	\$585,903.27	\$29,295.16	\$556,608.11
4	2021-09-10	\$609,276.33	\$30,463.82	\$578,812.51
5	2021-10-09	\$479,388.32	\$23,969.42	\$455,418.90
6	2021-11-08	\$58,760.48	\$2,938.02	\$55,822.46
7	2021-12-14	\$4,872.00	(\$124,933.59)	\$129,805.59

Contract Funding Category Summary						
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
Chicago Ave BPU		\$770.00	\$0.00	\$731.50	\$38.50	\$770.00
Chicago Avenue		\$147,142.15	\$0.00	\$139,785.05	\$7,357.10	\$147,142.15
Madison Street		\$376,130.58	\$0.00	\$357,324.06	\$18,806.52	\$376,130.58
Madison Street BPU		\$89,124.44	\$0.00	\$84,668.22	\$4,456.22	\$89,124.44
Madison Street Storm		\$168,390.85	\$0.00	\$157,470.91	\$10,919.94	\$168,390.85
Pine St BPU		\$15,588.05	\$0.00	\$14,808.65	\$779.40	\$15,588.05
Pine Street		\$127,091.20	\$0.00	\$120,736.64	\$6,354.56	\$127,091.20
Portland Ave BPU		\$64,208.09	\$0.00	\$60,997.69	\$3,210.40	\$64,208.09
Portland Avenue		\$234,867.30	\$0.00	\$223,123.94	\$11,743.36	\$234,867.30
Quince St BPU		\$36,856.38	\$0.00	\$35,013.57	\$1,842.81	\$36,856.38
Quince Street		\$40,118.50	\$0.00	\$38,112.58	\$2,005.92	\$40,118.50
Rosewood St BPU		\$71,931.07	\$0.00	\$68,334.52	\$3,596.55	\$71,931.07
Rosewood Street		\$63,278.75	\$0.00	\$60,114.82	\$3,163.93	\$63,278.75
SE 15th Ave BPU		\$115,354.98	\$0.00	\$109,587.24	\$5,767.74	\$115,354.98
SE 15th Avenue		\$239,298.35	\$0.00	\$227,333.34	\$11,965.01	\$239,298.35
SE 16th St BPU		\$35,754.80	\$0.00	\$33,967.06	\$1,787.74	\$35,754.80
SE 16th Street		\$148,714.45	\$0.00	\$139,150.73	\$9,563.72	\$148,714.45
St. Louis Ave BPU		\$111,131.97	\$0.00	\$105,575.38	\$5,556.59	\$111,131.97
St. Louis Avenue		\$293,577.35	\$0.00	\$278,898.49	\$14,678.86	\$293,577.35
Walnut St BPU		\$4,165.00	\$0.00	\$3,956.75	\$208.25	\$4,165.00
Walnut Street		\$120,049.55	\$0.00	\$114,047.08	\$6,002.47	\$120,049.55

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
Imp. 20-05	Local-City of Brainerd	\$34,182.68			\$633,645.87
Imp. 20-06	Local-City of Brainerd	\$95,622.91			\$1,869,897.94

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
20-05	1	2021-06-11			
20-05	2	2021-07-09	\$129,181.80	\$6,459.08	\$122,722.72
20-05	3	2021-08-06	\$342,794.63	\$17,139.73	\$325,654.90
20-05	4	2021-09-10	\$90,538.50	\$4,526.93	\$86,011.57
20-05	5	2021-10-09	\$55,609.50	\$2,780.56	\$52,828.94
20-05	6	2021-11-08	\$12,889.44	\$644.38	\$12,245.06
20-05	7	2021-12-14	\$2,632.00	(\$31,550.68)	\$34,182.68
20-06	1	2021-06-11	\$336,996.64	\$16,849.83	\$320,146.81
20-06	2	2021-07-09	\$299,164.97	\$14,958.26	\$284,206.71
20-06	3	2021-08-06	\$243,108.64	\$12,155.43	\$230,953.21
20-06	4	2021-09-10	\$518,737.83	\$25,936.89	\$492,800.94
20-06	5	2021-10-09	\$423,778.82	\$21,188.86	\$402,589.96
20-06	6	2021-11-08	\$45,871.04	\$2,293.64	\$43,577.40
20-06	7	2021-12-14	\$2,240.00	(\$93,382.91)	\$95,622.91

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
20-05	Madison Street	\$376,130.58	\$0.00	\$357,324.06	\$18,806.52	\$376,130.58
20-05	Madison Street BPU	\$89,124.44	\$0.00	\$84,668.22	\$4,456.22	\$89,124.44
20-05	Madison Street Storm	\$168,390.85	\$0.00	\$157,470.91	\$10,919.94	\$168,390.85
20-06	Chicago Ave BPU	\$770.00	\$0.00	\$731.50	\$38.50	\$770.00
20-06	Chicago Avenue	\$147,142.15	\$0.00	\$139,785.05	\$7,357.10	\$147,142.15
20-06	Pine St BPU	\$15,588.05	\$0.00	\$14,808.65	\$779.40	\$15,588.05
20-06	Pine Street	\$127,091.20	\$0.00	\$120,736.64	\$6,354.56	\$127,091.20
20-06	Portland Ave BPU	\$64,208.09	\$0.00	\$60,997.69	\$3,210.40	\$64,208.09
20-06	Portland Avenue	\$234,867.30	\$0.00	\$223,123.94	\$11,743.36	\$234,867.30
20-06	Quince St BPU	\$36,856.38	\$0.00	\$35,013.57	\$1,842.81	\$36,856.38
20-06	Quince Street	\$40,118.50	\$0.00	\$38,112.58	\$2,005.92	\$40,118.50
20-06	Rosewood St BPU	\$71,931.07	\$0.00	\$68,334.52	\$3,596.55	\$71,931.07
20-06	Rosewood Street	\$63,278.75	\$0.00	\$60,114.82	\$3,163.93	\$63,278.75
20-06	SE 15th Ave BPU	\$115,354.98	\$0.00	\$109,587.24	\$5,767.74	\$115,354.98
20-06	SE 15th Avenue	\$239,298.35	\$0.00	\$227,333.34	\$11,965.01	\$239,298.35
20-06	SE 16th St BPU	\$35,754.80	\$0.00	\$33,967.06	\$1,787.74	\$35,754.80
20-06	SE 16th Street	\$148,714.45	\$0.00	\$139,150.73	\$9,563.72	\$148,714.45
20-06	St. Louis Ave BPU	\$111,131.97	\$0.00	\$105,575.38	\$5,556.59	\$111,131.97
20-06	St. Louis Avenue	\$293,577.35	\$0.00	\$278,898.49	\$14,678.86	\$293,577.35
20-06	Walnut St BPU	\$4,165.00	\$0.00	\$3,956.75	\$208.25	\$4,165.00
20-06	Walnut Street	\$120,049.55	\$0.00	\$114,047.08	\$6,002.47	\$120,049.55

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
20-05	Imp. 20-05	\$34,182.68			\$633,645.87
20-06	Imp. 20-06	\$95,622.91			\$1,869,897.94

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
20-05	1	2021.501	MOBILIZATION	LS	\$101,729.00	0.24	0	\$0.00	0.24	\$24,414.96
20-05	2	2104.502	REMOVE METAL APRON	EACH	\$50.00	2	0	\$0.00	0	\$0.00
20-05	3	2104.502	REMOVE MANHOLE OR CATCH BASIN	EACH	\$350.00	9	0	\$0.00	10	\$3,500.00
20-05	4	2104.502	REMOVE CASTING	EACH	\$90.00	7	0	\$0.00	7	\$630.00
20-05	5	2104.502	SALVAGE HYDRANT	EACH	\$425.00	4	0	\$0.00	4	\$1,700.00
20-05	6	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$5.00	12	0	\$0.00	12	\$60.00
20-05	7	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	\$2.00	817	0	\$0.00	905	\$1,810.00
20-05	8	2104.503	REMOVE WATER MAIN	L F	\$10.50	97	0	\$0.00	107	\$1,123.50
20-05	9	2104.503	REMOVE SEWER PIPE (STORM)	L F	\$9.50	1296	0	\$0.00	1266	\$12,027.00
20-05	10	2104.503	REMOVE CURB & GUTTER	L F	\$2.25	3317	0	\$0.00	3317	\$7,463.25
20-05	11	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$8.00	25	0	\$0.00	675	\$5,400.00
20-05	12	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$5.50	1241	0	\$0.00	1642	\$9,031.00
20-05	13	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$1.75	7827	0	\$0.00	7827	\$13,697.25
20-05	14	2104.505	REMOVE CONCRETE VALLEY GUTTER	S Y	\$7.00	55	0	\$0.00	55	\$385.00
20-05	15	2105.507	COMMON EXCAVATION (P)	C Y	\$10.50	2706	0	\$0.00	2798	\$29,379.00
20-05	16	2105.507	STABILIZING AGGREGATE	C Y	\$13.00	100	0	\$0.00	100	\$1,300.00
20-05	17	2105.601	DEWATERING	LS	\$1.00	0.24	0	\$0.00	1	\$1.00
20-05	18	2130.523	WATER	MGAL	\$60.00	50	0	\$0.00	11	\$660.00
20-05	19	2211.509	AGGREGATE BASE CLASS 5	TON	\$14.50	3670	0	\$0.00	3185	\$46,182.50
20-05	20	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$62.00	2149	0	\$0.00	1989.21	\$123,331.02
20-05	21	2451.507	GRANULAR BEDDING (LV)	C Y	\$56.00	358	47	\$2,632.00	405	\$22,680.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
20-05	22	2501.502	18" CS PIPE APRON	EACH	\$167.65	2	0	\$0.00	0	\$0.00
20-05	23	2501.503	18" CS PIPE CULVERT	L F	\$40.20	40	0	\$0.00	0	\$0.00
20-05	24	2503.503	4" CP PIPE SEWER (SMOOTH)	L F	\$19.15	10	0	\$0.00	5	\$95.75
20-05	25	2503.503	8" CP PIPE SEWER (SMOOTH)	L F	\$22.40	20	0	\$0.00	9	\$201.60
20-05	26	2503.503	12" RC PIPE SEWER DES 3006 CL III	L F	\$39.60	84	0	\$0.00	84	\$3,326.40
20-05	27	2503.503	15" RC PIPE SEWER DES 3006 CL III	L F	\$45.45	467	0	\$0.00	467	\$21,225.15
20-05	28	2503.503	24" RC PIPE SEWER DES 3006 CL III	L F	\$62.10	317	0	\$0.00	317	\$19,685.70
20-05	29	2503.503	30" RC PIPE SEWER DES 3006 CL III	L F	\$89.75	382	0	\$0.00	382	\$34,284.50
20-05	30	2503.503	6" PVC PIPE SEWER	L F	\$29.95	10	0	\$0.00	5	\$149.75
20-05	31	2503.503	12" PVC PIPE SEWER	L F	\$48.00	20	0	\$0.00	10	\$480.00
20-05	32	2502.604	4" INSULATION	S Y	\$37.65	12	0	\$0.00	12	\$451.80
20-05	33	2504.601	TEMPORARY WATER SERVICE	LS	\$57,000.00	0.24	0	\$0.00	0.24	\$13,680.00
20-05	34	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$1,450.00	7	0	\$0.00	9	\$13,050.00
20-05	35	2504.602	HYDRANT	EACH	\$4,584.20	4	0	\$0.00	4	\$18,336.80
20-05	36	2504.602	ADJUST VALVE BOX-WATER	EACH	\$275.00	7	0	\$0.00	6	\$1,650.00
20-05	37	2504.602	6" GATE VALVE & BOX	EACH	\$1,882.75	4	0	\$0.00	4	\$7,531.00
20-05	38	2504.602	12" GATE VALVE & BOX	EACH	\$4,151.00	1	0	\$0.00	2	\$8,302.00
20-05	39	2504.602	ADJUST CURB BOX	EACH	\$165.00	10	0	\$0.00	3	\$495.00
20-05	40	2504.603	6" WATERMAIN DUCTILE IRON CL 52	L F	\$45.40	98	0	\$0.00	93	\$4,222.20
20-05	41	2504.603	12" WATERMAIN DUCTILE IRON CL 52	L F	\$81.40	36	0	\$0.00	55	\$4,477.00
20-05	42	2503.608	DUCTILE IRON FITTINGS	LB	\$7.95	791	0	\$0.00	926	\$7,361.70
20-05	43	2506.502	CASTING ASSEMBLY	EACH	\$975.00	7	0	\$0.00	7	\$6,825.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
20-05	44	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	\$1,550.00	1	0	\$0.00	1	\$1,550.00
20-05	45	2506.602	CONNECT INTO EXISTING STORM SEWER	EACH	\$1,250.00	6	0	\$0.00	8	\$10,000.00
20-05	46	2506.502	CONST DRAINAGE STRUCTURE DESIGN G OR H	EACH	\$3,134.70	1	0	\$0.00	1	\$3,134.70
20-05	47	2506.502	CONST DRAINAGE STRUCTURE DES 48-4020	EACH	\$3,045.40	8	0	\$0.00	8	\$24,363.20
20-05	48	2506.502	CONST DRAINAGE STRUCTURE DES 60-4020	EACH	\$4,546.55	2	0	\$0.00	2	\$9,093.10
20-05	49	2506.602	SEAL DRAINAGE STRUCTURE	EACH	\$190.00	10	0	\$0.00	10	\$1,900.00
20-05	50	2531.503	CONCRETE CURB & GUTTER DESIGN B624	L F	\$18.20	3345	0	\$0.00	3488	\$63,481.60
20-05	51	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	S Y	\$70.00	25	0	\$0.00	24	\$1,680.00
20-05	52	2531.604	8" CONCRETE VALLEY GUTTER	S Y	\$100.00	25	0	\$0.00	32	\$3,200.00
20-05	53	2540.602	SALVAGE AND REINSTALL MAILBOX	EACH	\$165.00	7	0	\$0.00	7	\$1,155.00
20-05	54	2540.602	TEMPORARY MAILBOX SUPPORT	EACH	\$60.00	6	0	\$0.00	0	\$0.00
20-05	55	2563.601	TRAFFIC CONTROL	LS	\$13,500.00	0.24	0	\$0.00	0.24	\$3,240.00
20-05	56	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$24,800.00	0.24	0	\$0.00	0.24	\$5,952.00
20-05	57	2573.501	EROSION CONTROL SUPERVISOR	LS	\$2,400.00	0.24	0	\$0.00	0.24	\$576.00
20-05	58	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$150.00	14	0	\$0.00	12	\$1,800.00
20-05	59	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$5.00	100	0	\$0.00	0	\$0.00
20-05	60	2574.507	COMMON TOPSOIL BORROW (LV)	C Y	\$33.00	798	0	\$0.00	457	\$15,081.00
20-05	61	2575.501	TURF ESTABLISHMENT	LS	\$39,150.00	0.24	0	\$0.00	0.24	\$9,396.00
20-05	62	2575.523	RAPID STABILIZATION METHOD 3	MGAL	\$200.00	5	0	\$0.00	0	\$0.00
20-06	1	2021.501	MOBILIZATION	LS	\$104,117.00	0.76	0	\$0.00	0.76	\$79,128.92

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
20-06	2	2101.505	CLEARING	ACRE	\$7,500.00	0.08	0	\$0.00	0.08	\$600.00
20-06	3	2101.505	GRUBBING	ACRE	\$7,500.00	0.08	0	\$0.00	0.08	\$600.00
20-06	4	2101.524	CLEARING	TREE	\$450.00	14	0	\$0.00	20	\$9,000.00
20-06	5	2101.524	GRUBBING	TREE	\$105.00	15	0	\$0.00	22	\$2,310.00
20-06	6	2104.502	REMOVE SHRUB	EACH	\$37.00	32	0	\$0.00	37	\$1,369.00
20-06	7	2104.502	REMOVE CONCRETE STEPS	EACH	\$76.00	18	0	\$0.00	21	\$1,596.00
20-06	8	2104.502	REMOVE CASTING	EACH	\$90.00	62	0	\$0.00	106	\$9,540.00
20-06	9	2104.502	REMOVE GATE VALVE & BOX	EACH	\$95.00	12	0	\$0.00	13	\$1,235.00
20-06	10	2104.502	REMOVE CURB STOP & BOX	EACH	\$65.00	50	0	\$0.00	51	\$3,315.00
20-06	11	2104.502	SALVAGE HYDRANT	EACH	\$425.00	6	0	\$0.00	6	\$2,550.00
20-06	12	2104.502	SALVAGE BOULDER	EACH	\$25.00	35	0	\$0.00	35	\$875.00
20-06	13	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L F	\$5.00	525	0	\$0.00	559	\$2,795.00
20-06	14	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	\$2.00	1575	0	\$0.00	1729	\$3,458.00
20-06	15	2104.503	REMOVE WATER MAIN	L F	\$6.00	2150	0	\$0.00	1617	\$9,702.00
20-06	16	2104.503	REMOVE SEWER PIPE (STORM)	L F	\$18.00	10	0	\$0.00	3	\$54.00
20-06	17	2104.503	REMOVE CURB & GUTTER	L F	\$2.25	9624	0	\$0.00	10504	\$23,634.00
20-06	18	2104.503	SALVAGE FENCE	L F	\$15.00	106	0	\$0.00	66	\$990.00
20-06	19	2104.503	SALVAGE METAL RAILING	L F	\$20.00	15	0	\$0.00	12	\$240.00
20-06	20	2104.503	REMOVE LANDSCAPE EDGER	L F	\$2.00	140	0	\$0.00	140	\$280.00
20-06	21	2104.503	REMOVE WATER SERVICE PIPE	L F	\$3.00	1200	0	\$0.00	1302	\$3,906.00
20-06	22	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$8.00	650	0	\$0.00	733	\$5,864.00
20-06	23	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$5.50	527	0	\$0.00	648	\$3,564.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
20-06	24	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$1.75	31627	0	\$0.00	32105	\$56,183.75
20-06	25	2104.505	REMOVE CONCRETE VALLEY GUTTER	S Y	\$7.00	100	0	\$0.00	100	\$700.00
20-06	26	2104.518	REMOVE LANDSCAPE MULCH	S F	\$1.20	583	0	\$0.00	759	\$910.80
20-06	27	2104.518	REMOVE LANDSCAPE ROCK	S F	\$1.20	153	0	\$0.00	153	\$183.60
20-06	28	2104.518	REMOVE CONCRETE SIDEWALK	S F	\$0.90	3377	0	\$0.00	3510	\$3,159.00
20-06	29	2104.618	REMOVE STONE PAVERS	S F	\$2.00	37	0	\$0.00	37	\$74.00
20-06	30	2104.618	SALVAGE STONE PAVERS	S F	\$15.00	45	0	\$0.00	94	\$1,410.00
20-06	31	2105.504	GEOTEXTILE FABRIC TYPE 5	S Y	\$2.25	5844	0	\$0.00	7940	\$17,865.00
20-06	32	2105.507	SUBGRADE EXCAVATION	C Y	\$9.75	3834	0	\$0.00	4251	\$41,447.25
20-06	33	2105.507	SELECT GRANULAR BORROW (LV)	C Y	\$11.00	6093	0	\$0.00	5641	\$62,051.00
20-06	34	2105.507	COMMON EXCAVATION (P)	C Y	\$8.50	6276	0	\$0.00	7083	\$60,205.50
20-06	35	2105.507	STABILIZING AGGREGATE	C Y	\$15.00	600	0	\$0.00	334	\$5,010.00
20-06	36	2105.601	DEWATERING	LS	\$1.00	0.76	0	\$0.00	0.32	\$0.32
20-06	37	2130.523	WATER	MGAL	\$60.00	122	0	\$0.00	17.6	\$1,056.00
20-06	40	2211.509	AGGREGATE BASE CLASS 5	TON	\$14.50	7737	0	\$0.00	6946	\$100,717.00
20-06	41	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$62.00	4258	0	\$0.00	4306.22	\$266,985.64
20-06	42	2411.502	CONCRETE STAIRWAY	EACH	\$300.00	16	0	\$0.00	18	\$5,400.00
20-06	43	2411.604	RECONSTRUCT RETAINING WALL	S Y	\$70.00	30	0	\$0.00	13	\$910.00
20-06	44	2451.507	GRANULAR BEDDING (LV)	C Y	\$56.00	357	40	\$2,240.00	380	\$21,280.00
20-06	45	2503.503	4" PVC PIPE SEWER	L F	\$41.75	8	0	\$0.00	0	\$0.00
20-06	46	2502.604	4" INSULATION	S Y	\$37.65	91	0	\$0.00	42.05	\$1,583.18
20-06	47	2503.503	12" RC PIPE SEWER DES 3006 CL III	L F	\$39.60	66	0	\$0.00	60	\$2,376.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
20-06	48	2504.601	TEMPORARY WATER SERVICE	LS	\$57,000.00	0.76	0	\$0.00	0.76	\$43,320.00
20-06	49	2504.602	WATER SERVICE TAP & HOOKUP	EACH	\$1,026.90	50	0	\$0.00	52	\$53,398.80
20-06	50	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$1,450.00	21	0	\$0.00	21	\$30,450.00
20-06	51	2504.602	HYDRANT	EACH	\$4,584.20	7	0	\$0.00	7	\$32,089.40
20-06	52	2504.602	ADJUST VALVE BOX-WATER	EACH	\$275.00	15	0	\$0.00	14	\$3,850.00
20-06	53	2504.602	6" GATE VALVE & BOX	EACH	\$1,882.75	20	0	\$0.00	21	\$39,537.75
20-06	54	2504.602	8" GATE VALVE & BOX	EACH	\$2,435.90	4	0	\$0.00	5	\$12,179.50
20-06	55	2504.602	14" GATE VALVE & BOX	EACH	\$8,557.35	3	0	\$0.00	3	\$25,672.05
20-06	56	2504.602	ADJUST CURB BOX	EACH	\$165.00	9	0	\$0.00	5	\$825.00
20-06	57	2504.603	1" TYPE K COPPER PIPE	L F	\$29.85	1242	0	\$0.00	1408	\$42,028.80
20-06	58	2504.603	6" WATERMAIN DUCTILE IRON CL 52	L F	\$45.40	1422	0	\$0.00	1467	\$66,601.80
20-06	59	2503.503	14" DUCTILE IRON PIPE SEWER CL 52	L F	\$104.25	59	0	\$0.00	68	\$7,089.00
20-06	60	2503.608	DUCTILE IRON FITTINGS	LB	\$8.40	4947	0	\$0.00	3339	\$28,047.60
20-06	61	2504.603	8" WATERMAIN DUCTILE IRON CL 52	L F	\$57.55	738	0	\$0.00	746	\$42,932.30
20-06	62	2506.502	CASTING ASSEMBLY	EACH	\$925.00	61	0	\$0.00	62	\$57,350.00
20-06	63	2506.502	CONST DRAINAGE STRUCTURE DESIGN G OR H	EACH	\$3,134.75	1	0	\$0.00	1	\$3,134.75
20-06	64	2506.502	CONST DRAINAGE STRUCTURE DES 48-4020	EACH	\$3,045.40	2	0	\$0.00	2	\$6,090.80
20-06	65	2506.502	ADJUST FRAME & RING CASTING	EACH	\$525.00	2	0	\$0.00	2	\$1,050.00
20-06	66	2506.602	SEAL DRAINAGE STRUCTURE	EACH	\$190.00	35	0	\$0.00	36	\$6,840.00
20-06	67	2506.602	CONCRETE COLLAR	EACH	\$550.00	1	0	\$0.00	2	\$1,100.00
20-06	68	2511.602	PLACE BOULDER	EACH	\$90.00	35	0	\$0.00	22	\$1,980.00
20-06	69	2521.518	4" CONCRETE WALK	S F	\$5.70	7757	0	\$0.00	6879	\$39,210.30

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
20-06	70	2521.518	6" CONCRETE WALK	S F	\$9.85	1269	0	\$0.00	1259	\$12,401.15
20-06	71	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	\$19.60	8163	0	\$0.00	8818	\$172,832.80
20-06	72	2531.503	CONCRETE CURB & GUTTER DESIGN B624	L F	\$19.75	2006	0	\$0.00	2413	\$47,656.75
20-06	73	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	S Y	\$55.00	1003	0	\$0.00	1146	\$63,030.00
20-06	74	2531.604	8" CONCRETE VALLEY GUTTER	S Y	\$100.00	109	0	\$0.00	197	\$19,700.00
20-06	75	2531.618	TRUNCATED DOMES	S F	\$40.00	283	0	\$0.00	230.74	\$9,229.60
20-06	76	2535.503	BITUMINOUS CURB	L F	\$25.00	50	0	\$0.00	0	\$0.00
20-06	77	2540.602	SALVAGE AND REINSTALL MAILBOX	EACH	\$165.00	28	0	\$0.00	21	\$3,465.00
20-06	78	2540.602	TEMPORARY MAILBOX SUPPORT	EACH	\$60.00	144	0	\$0.00	67	\$4,020.00
20-06	79	2540.603	LANDSCAPE EDGER	L F	\$5.00	140	0	\$0.00	80	\$400.00
20-06	80	2540.618	INSTALL STONE PAVERS	S F	\$50.00	45	0	\$0.00	7	\$350.00
20-06	81	2540.603	INSTALL METAL RAILING	L F	\$33.50	15	0	\$0.00	0	\$0.00
20-06	82	2557.603	INSTALL FENCE	L F	\$35.00	106	0	\$0.00	10	\$350.00
20-06	83	2563.601	TRAFFIC CONTROL	LS	\$13,500.00	0.76	0	\$0.00	0.76	\$10,260.00
20-06	84	2571.524	CONIFEROUS TREE 8' HT B&B	TREE	\$1,095.00	7	0	\$0.00	7	\$7,665.00
20-06	85	2571.524	DECIDUOUS TREE 2" CAL B&B	TREE	\$795.00	30	0	\$0.00	32	\$25,440.00
20-06	86	2571.525	DECIDUOUS SHRUB 4' HT B&B	SHRB	\$195.00	36	0	\$0.00	36	\$7,020.00
20-06	87	2571.525	TRANSPLANT SHRUB	SHRB	\$195.00	30	0	\$0.00	0	\$0.00
20-06	88	2572.602	TREE PRUNING	EACH	\$200.00	24	0	\$0.00	16	\$3,200.00
20-06	89	2573.501	STABILIZED CONSTRUCTION EXIT	LS	\$24,800.00	0.76	0	\$0.00	0.76	\$18,848.00
20-06	90	2573.501	EROSION CONTROL SUPERVISOR	LS	\$2,400.00	0.76	0	\$0.00	0.76	\$1,824.00
20-06	91	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$150.00	64	0	\$0.00	64	\$9,600.00
20-06	92	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$5.00	700	0	\$0.00	75	\$375.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
20-06	93	2574.507	COMMON TOPSOIL BORROW (LV)	C Y	\$32.00	1656	0	\$0.00	1407	\$45,024.00
20-06	94	2575.501	TURF ESTABLISHMENT	LS	\$39,150.00	0.76	0	\$0.00	0.76	\$29,754.00
20-06	95	2575.523	RAPID STABILIZATION METHOD 3	MGAL	\$200.00	14	0	\$0.00	0	\$0.00
20-06	96	2575.604	MULCH MATERIAL TYPE SPECIAL	S Y	\$125.00	77	0	\$0.00	74	\$9,250.00
20-06	97	2575.607	LANDSCAPE ROCK	C Y	\$125.00	2	0	\$0.00	0	\$0.00
Base Bid Totals:								\$4,872.00		\$2,488,796.54

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
20-05		\$2,632.00	\$626,209.43
20-06		\$2,240.00	\$1,862,587.11

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
20-05	CO	2	63	-	Water Main Lowering Flush Line	L S	\$2,649.20	1	0	\$0.00	1	\$2,649.20
20-05	CO	2	64	-	Unknown Water Line Hit	L S	\$4,094.24	1	0	\$0.00	1	\$4,094.24
20-05	CO	2	65	-	Salvage and Reinstall 15" RCP Apron	L S	\$693.00	1	0	\$0.00	1	\$693.00
20-06	CO	1	98	-	Labor - J & J Excavating (Rosewood Sanitary Service)	HR	\$750.00	2.4	0	\$0.00	2.4	\$1,800.00
20-06	CO	1	99	-	Materials (Rosewood Sanitary Service)	LS	\$333.36	1	0	\$0.00	1	\$333.36
20-06	CO	1	100	-	Prime Contractor Markup (10%) (Rosewood Sanitary Service)	LS	\$213.34	1	0	\$0.00	1	\$213.34
20-06	CO	1	101	-	Labor - J & J Excavating (Sewer Service Adjustments - Portland Avenue)	LF	\$30.00	21	0	\$0.00	21	\$630.00
20-06	CO	1	102	-	Materials (Sewer Service Adjustments - Portland Avenue)	LS	\$169.35	1	0	\$0.00	1	\$169.35
20-06	CO	1	103	-	Prime Contractor Markup (10%) (Sewer Service Adjustments - Portland Avenue)	LS	\$79.94	1	0	\$0.00	1	\$79.94

20-06	CO	2	104	-	Specialty Casting at 15th Street SE and Oak Street	L S	\$162.24	1	0	\$0.00	1	\$162.24
20-06	CO	2	105	-	Fill in Forcemain Gate Valve Manhole at 16th Street SE and Oak Street	L S	\$526.35	1	0	\$0.00	1	\$526.35
20-06	CO	2	106	-	Exploratory Digs at 16th Street SE and Pine Street and at 15th Street SE and Quince Street	L S	\$3,396.25	1	0	\$0.00	1	\$3,396.25
Contract Change Totals:										\$0.00		\$14,747.27

Contract Total	\$2,503,543.81
-----------------------	-----------------------

Contract Change Totals			
Number	Description	Amount This Request	Amount To Date
1	This change order is for the addition of a sanitary sewer service to 1008 Rosewood Street. This change order is also for the adjustment of sanitary sewer services that were in conflict with the installation of newly relocated watermain on Portland Avenue. See attached invoices for a further breakdown of quantities.	\$0.00	\$3,225.99
2	This change order is for exploratory digging at 15th ST SE and Quince Street and at 16th St SE and Pine Street. Also included in this change order is work for 2" Flush line on watermain which was lowered to install storm sewer on Madison Street. Also included is time and materials for a water line which was not located and hit during construction on Madison Street. A larger casting was needed on a forcemain manhole on 15th St SE and Oak Street, and a forcemain manhole was also filled in on 16th St SE and Oak Street. There were also 2 15" aprons that were salvaged and reinstalled on Madison Street. See attached invoices.	\$0.00	\$11,521.28

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:

Title of Item:

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

**RESOLUTION
NO. 60:21**

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 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

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 No Yrs	Rem 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

STATE OF MINNESOTA

DISTRICT COURT

COUNTY OF CROW WING

NINTH JUDICIAL DISTRICT

CASE TYPE: Assessment Appeal

Gustafson Properties of
Brainerd, LLC,

Court File No. 18-CV-21-3974

Plaintiff,

v.

City of Brainerd, a Minnesota
Municipal Corporation,

Defendant.

**STIPULATION TO AMEND ASSESSMENT ROLL, NOTICE OF
APPEAL AND ANSWER**

IT IS HEREBY STIPULATED AND AGREED by and between the parties,
through their respective counsel, as follows:

Recitals

- A. On October 18, 2021, the City Council approved Resolution No. 60:21 adopting the assessment roll for Improvement 19-19, and a certified copy of the assessment roll was thereafter transmitted to the Crow Wing County Auditor. It was subsequently determined that the assessment roll contained two errors: (1) the parcel with PID 41040506 was mistakenly included on the roll and incorrectly labeled as owned by Gustafson Properties of Brainerd, LLC (Gustafson); and (2)

the parcel with PID 41040805 and owned by Gustafson was mistakenly omitted from the roll. The City has authority under Minn. Stat. § 429.071 to correct omissions and mistakes in assessments.

- B. The parties wish to waive the statutory correction procedures while reserving Plaintiff's right to contest the assessment on the parcel with PID 41040805 as part of the pending assessment appeal.

Agreement

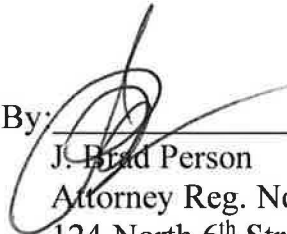
1. The assessment roll adopted by Resolution No. 60:21 is hereby modified as follows:
 - a. The parcel with PID 41040506 is deleted from the roll.
 - b. The parcel with PID 41040805 is added to the roll with an assessed amount of \$ 7,865.00.

The supplemental assessment roll is set forth in Exhibit A attached to this Stipulation.
2. Gustafson waives all supplemental assessment procedures set forth in Minn. Stat. § 429.071, including the right to notice and a public hearing.
3. The City may submit the supplemental assessment roll to the Crow Wing County Auditor to replace the original assessment roll for taxes payable 2022, as allowed by law, subject to the terms of this Stipulation.
4. The City waives all initial appeal requirements applicable to Gustafson as owner of the parcel with PID 41040805, including notice of objection under Minn. Stat. § 429.061 and notice of appeal under Minn. Stat. § 429.081.

5. Gustafson's Notice of Assessment Appeal dated October 5, 2021, is hereby deemed modified by removing the assessment for the parcel with PID 41040506 and adding the assessment for the parcel with PID 41040805, without further process under the Rules of Civil Procedure.
6. The City's Answer shall be deemed fully applicable to the supplemental assessment without further process under the Rules of Civil Procedure.
7. The parties shall draft and execute all documents deemed necessary by the Court or Crow Wing County to effectuate the terms of this Stipulation.

BREEN & PERSON, LTD

Dated: 12/15/21

By: 
J. Brad Person
Attorney Reg. No. 0296302
124 North 6th Street
Brainerd, MN 56401
(218) 828-4832

ATTORNEY FOR GUSTAFSON
PROPERTIES OF BRAINERD, LLC

RATWIK, ROSZAK & MALONEY, P.A.

Dated: _____

By: _____

Joseph J. Langel
Attorney Reg. No. 0249403
444 Cedar Street, Suite 2100
Saint Paul, MN 55101
(612) 339-0060

ATTORNEY FOR CITY OF BRAINERD

438344

**EXHIBIT A
TO
STIPULATION**

SUPPLEMENTAL ASSESSMENT ROLL



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

ADVANCE FUNDING NEEDS
MUNI - CY 2022

Acct Bal	Dist	City	Program (SP/SAP)	Project #	Proj. Description	Estimated \$ Requested	Appr. \$ Adv. (M)	Current Need	Justification For Advance	Allowances	SAF Comments
	3	Brainerd	SAP	108-137-002	Greenwood Street - Woodland Hills Lane to 1,000' +/- south of Woodland Hills Lane	\$ 100,000.00			MnDOT is reconstructing S 6th Street (TH 371B) in Brainerd in 2022 under SP 1814-08. With the construction, MnDOT is re- aligning Greenwood Street to come in perpendicular to the highway at the intersection of Greenwood Street and TH 371B. The City would like to finish paving Greenwood Street, which is a gravel section currently and match up to the re-alignment and paved section from the TH 371B project.		
	3	Brainerd	SAP	108-137-001	City Cost Share - Greenwood Street - TH 371B to 1000' +/- south of Woodland Hills Lane	\$ 25,000.00			MnDOT is reconstructing S 6th Street (TH 371B) in Brainerd in 2022 under SP 1814-08. With the construction, MnDOT is re- aligning Greenwood Street to come in perpendicular to the highway at the intersection of Greenwood Street and TH 371B. The City's cost share for this portion of TH 371B is the 4" paving of Greenwood Street. The realignment costs are being covered by the MnDOT construction project.		
	3	Brainerd	SAP	108-010-008	City Cost Share - TH371B - Joseph Street to Greenwood Street	\$ 300,000.00			MnDOT is reconstructing TH 371B in Brainerd in the 2022 construction season under SP 1814-08. The City is responsible for some median and sidewalk improvements on the trunk highway as part of this project and would like to advance funds to have to pay for the improvements as part of the project. The City is also responsible for 25% of the signal system under this project number.		
					TOTAL	\$ 425,000.00	\$0.00	\$0.00			
* This is NOT a formal request for Advances. A formal request must be made separately using the "Request to Reserve Funds" application.											

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

RESOLUTION FOR THE ADVANCEMENT OF STATE AID STREET FUNDS

WHEREAS, the Municipality of Brainerd is planning to implement Municipal State Aid Street Project(s) in 2022 which will require State Aid funds in excess of those available in its State Aid Construction Account, and;

WHEREAS, said municipality is prepared to proceed with the construction of said project(s) through the use of an advance from the Municipal State Aid Street Fund to supplement available funds in their State Aid Construction Account, and;

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of date March 1, 2022	(\$1,706,229)
Less Estimated Disbursements	
Project # SAP 108-137-002	\$100,000
Project # SAP 108-137-001	\$25,000
Project # SAP 108-010-008	\$300,000
Total Estimated Disbursements	\$425,000
Advance Amount (amount in excess of acct balance)	\$425,000

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules 8820.1500, Subd. 10b, and;

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRAINERD, MINNESOTA, that the Commissioner of Transportation by and is hereby requested to approve this advance for financing approved Municipal State Aid Street Project(s) of the Municipality of Brainerd in an amount up to \$425,000. I hereby authorize repayments from subsequent accruals to the Municipal State Aid Street Construction Account of said Municipality from future year allocations until fully repaid.

Adopted this _____ day of _____, 2021

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

ORDINANCE

No. _____

AN ORDINANCE AMENDING THE CITY CHARTER

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: Chapter Six is amended and renumbered as follows, with underlined language added and deleted language struck out.

CHAPTER SIX

PUBLIC UTILITIES COMMISSION

1. The Public Utilities Commission shall control, operate and manage the following utilities of the City: water works plant and business, and the electric light plant and business, and all other public utilities which are now or may hereafter be owned by and operated within said City.
 - a. Water works system, including the filtration plant, water towers and distribution system.
 - b. Wastewater system, including the wastewater treatment facility, force mains and lift stations, but not including the gravity fed wastewater collection system, which is operated by the Public Works Department.
 - c. Electric ~~business~~ generation and distribution system, including the hydroelectric dam and distribution system.
 - a.d. Except as provided above, all other public utilities that are hereafter owned by the City.
2. Such ~~commission~~ Commission shall upon the appointment and qualification of its members, and at such times as it may see fit organize and re-organize such ~~commission~~ Commission, and in such organization and re-organization, shall appoint from its members a President and Vice-President and shall also appoint a Secretary who shall not be a member of the ~~commission~~ Commission.
3. The Secretary of the ~~commission~~ Commission or his/her designee shall attend all meetings of the Commission and keep a record of all proceedings. ~~The Secretary shall be the collector of all moneys which may be due or coming to said Commission or the City, on account of water rentals, light rentals, power rentals and otherwise on account of water, light or power furnished. The Secretary shall be the bookkeeper of said commission and shall keep books fully showing the names of all patrons consumers of water, light and power, and the amounts from them severally due, also all moneys collected, from whom collected and the several amounts thereof; and also all purchases made by the Commission and all labor employed, and all money~~

~~due and paid on account thereof. Said Secretary shall from day to day pay into the City Treasury all moneys so received, and shall receive from the City Treasury receipts therefor, which receipts shall be in duplicate, one copy of which shall be filed with the Commission and the other filed with the City Administrator. Said secretary shall at the end of each month, or within three days thereafter, make a report fully showing the receipts and disbursements during the last month, which report shall be in duplicate, one copy of which shall be filed with said commission and the other filed with the City Administrator.~~

~~The said Secretary shall give such bond as the board may require and approve, such bond to run to the City of Brainerd and to be conditioned that the Secretary will faithfully perform all the duties of the office as Secretary of the Public Utilities Commission, and that the Secretary will account for and pay over all money and property coming into the Secretary's possession.~~ The Secretary shall perform such other and further duties as may be prescribed or directed by said Commission.

- ~~4. The Commission shall have power to appoint and employ all necessary help to properly perform its duties and to fix their compensation subject to the approval of the City Council as provided for in Section 109 of the City Charter. The City Council shall employ all necessary help for the Commission to properly perform its duties and approve all terms and conditions of employment. Personnel for vacant positions may be recommended by the Commission to the City Council. All Commission personnel are subject to the City's personnel policies.~~
5. Subject to state law, the Commission shall have power to fix all rates ~~and compensation~~ to be paid by consumers of water, wastewater and ~~electric light and~~ power, and to make and enforce such rules, regulations and penalties as they may deem proper to affect such collections and to protect all property and rights pertaining to the said departments.
6. The Public Utilities Commission shall have power to institute, prosecute and defend, in the name of the City of Brainerd, all actions which they may deem proper to carry out and enforce their authority as such board; but no real estate or easement shall be acquired by purchase or condemnation proceedings.

~~No; nor shall any~~ water or wastewater utility listed in Paragraph 1 ~~main may~~ be ~~ordered or~~ extended beyond the existing service territories unless the City Council shall so order the same by a resolution passed by a majority vote of all its members. With respect to water and wastewater utilities, the "service territories" are defined as those areas of the City served by existing mains and laterals. Service lines from mains and laterals to customer structures may be extended under the sole authority of the Public Utilities Commission.

The service territory for the electrical utility is established by the Minnesota Public Utilities Commission. Any extension of the electrical utility outside the service territory by contract with another utility shall be approved by the City Council. Any extension of the electrical utility within the service territory, or any contract with

another utility to provide power within the Commission's service territory, shall be approved by the Commission.

7. The Commission shall, at the first meeting of the City Council, in December of each year, present an operating budget for the following year as well as a five year capital improvement plan outlining anticipated future capital expenditures. ~~The, which~~ budget shall set forth all expenditures that can be anticipated for the operation of the ~~commission~~Commission, during said fiscal year, and when approved, in whole or such part as may be approved by the City Council, shall constitute the authority for ~~such commission~~the Commission to make such expenditures, subject to the provisions of this Charter. The ~~commission~~Commission shall have the power to purchase and pay for all supplies necessary for the management of said business, when so approved by the City Council either as a part of said budget or by resolution of the City Council authorizing same, except that the ~~commission~~Commission shall have the power to purchase supplies and machinery in case of sudden and extraordinary injury to said plants, making such purchases and contracts necessary to repair the same.

- ~~6-8.~~ The Commission's Finance Director shall keep a complete set of accounting records showing in detail all the business and financial affairs and transactions of the Commission and shall receive and safely keep all funds belonging to the Commission in a bank or depository designated by the City Council. All funds shall be deposited in the name of the Commission, and all investments shall be subject to state law and the City of Brainerd Investment Policy. The Commission shall make financial transfers to the City in amounts as specified in Brainerd Public Utilities Policy 2003-01, as amended and approved by the City Council.

- ~~8. It is hereby made the duty of the Commission to furnish water to all private consumers, by water meter measurement so far as practicable, and so far as practicable to furnish electric light and power to all consumers by electric meters. And it is made the duty of the Commission to furnish and place reliable water and electric meters for the said purposes, which meters shall be the property of the City and shall be considered in the possession and under the control of the commission, but the Commission shall have power to charge the consumers such reasonable rent for the use of such meters as they may deem proper, which rental charge may be added to and made a part of the charges made for water and electricity.~~
9. ~~All water rentals and electric light and power rentals, together with meter rentals which are not paid as due, are hereby made a charge against and lien upon the real estate for the use of which, or the occupants of which water and electricity is furnished; and it is made the duty of the Secretary of the Public Utilities Commission, on or before the first day of November of each year to furnish to and file with the Auditor of Crow Wing County, an itemized statement showing the amounts of such delinquencies and the property to be charged, and it shall be the duty of the County Auditor to extend the same upon the tax roll of the property as a tax and a charge against the property, and the same shall be collected by the County Treasurer as other taxes and paid to the City Administrator, who shall turn it into the water and light fund.~~

SECTION TWO: Upon passage, this ordinance becomes effective 90 days after its publication.

Adopted this _____ day of _____, 2021

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

MEMO



TO: Mayor and Council

FROM: City Administrator Bergman
Finance Director Connie Hillman

DATE: December 14, 2021

RE: 2022 Levy and Budget

2022 Levy:

The 2022 preliminary levy was set at \$6,255,826, a 2% increase over the 2021 levy. The final levy can be lower but cannot be higher. Attached is a draft resolution for the Council to adopt. The amount of the City's levy has been completed with a **2% increase** in the levy, and the amount listed for the HRA is the maximum allowed by statute that was adopted with the preliminary levy. The resolution was completed with a 2% increase as this was the consensus of the Council at the November workshop and used for the budget public hearing.

The latest recap is also attached for your information. The recap shows a balanced budget if the final levy is set at \$6,255,826 (the preliminary levy) and does not use any of the levy stabilizer. At the November budget workshop, staff presented possible ways to balance the budget and lower the levy below 2% and the cons of each. The Chart below is a reference for the Council if it is Council's desire to set the levy at a different amount than a 2% increase. Staff's recommendation is to set the levy at anything other than a 0% increase.

	Levy Amount	Potential Adjustment Needed to Budget	Estimated Tax Rate
2021	\$ 6,133,163		73.429%
No Change to Levy	6,133,163	(122,663)	69.266%
0.5% Increase	6,163,829	(91,997)	69.613%
1.0% Increase	6,194,495	(61,331)	69.960%
1.5% Increase	6,225,160	(30,666)	70.307%
2.0% Increase	6,255,826	-	70.653%

2022 Budget:

Following the draft resolution, you will find proposed budgets for the Working Funds as well as additional funds that the City has historically officially adopted a budget. The additional funds are the same as presented at the December 6, 2021 meeting unless noted. The budgets are:

- Working Funds (General, Public Safety, Parks and Streets)
 - The current budget is prepared with a 2% increase to the levy. If Council elects to lower the final levy below a 2% increase over the 2021 levy, the budget would need to be adjusted from what is presented.
- Capital Equipment and Facilities Fund
- Transit Fund
- Library Fund
- Recycling Fund
- Parking Lot Fund
 - As discussed at the December 6th council meeting, the budget for 2022 does not reflect or take into account any of the parking commission's recommendations as the Council has not approved any of them at this time.
- Permanent Improvement Fund
- Mayor's Contingency Fund
- EDA Fund
 - The budget was approved at the EDA's December 9, 2021 special meeting. The EDA is still reviewing RFP's and has not entered into agreements with anyone. The budget does reflect eliminating the payment to the City for staff time. This amount was \$30,000 for 2021. The EDA Board did motion to the contribution/membership to the Initiative Foundation.
- Sanitary Sewer Fund
- Storm Sewer Fund

If you have any questions before the meeting, please contact us.

2022 Levy Overview

	Actual 2020	Adopted Budget 2021	CURRENT PROPOSED Budget 2022	Difference in Budgets	% Difference
TOTAL OPERATING EXPENDITURES					
Personnel Services	6,539,476	7,122,383	7,668,965	546,582	7.67%
Supplies	481,188	511,550	522,100	10,550	2.06%
Services	2,240,704	2,531,501	2,598,082	66,581	2.63%
Transfers Out	1,010,296	533,681	432,873	(100,808)	-18.89%
Total Expenditures	10,271,664	10,699,115	11,222,020	522,905	4.89%
TOTAL CAPITAL	1,155,927	1,266,281	1,255,927	(10,354)	-0.82%
TOTAL DEBT LEVY	1,264,451	912,212	800,615	(111,597)	-12.23%
OTHER LEVIES					
Perm Improvement	368,564	403,532	426,990	23,458	5.81%
Hydrant	184,282	605,298	-	(605,298)	-100.00%
Sr Center/Arb/Community Action	274,271	302,649	320,244	17,595	5.81%
Library	154,123	146,851	146,851	-	0.00%
EDA	127,817	133,789	145,036	11,247	8.41%
Airport	155,500	155,500	155,500	-	0.00%
Total Other Levies	1,264,557	1,747,619	1,194,621	(552,998)	-31.64%
TOTAL ESTIMATED EXPENDITURES	13,956,599	14,625,227	14,473,183	(152,044)	-1.04%
TOTAL REVENUE - NON PROPERTY TAX					
Other Taxes	(341,161)	(285,000)	(288,800)	3,800	1.33%
Licenses & Permits	(466,505)	(437,845)	(487,470)	49,625	11.33%
Grants & Aids	(4,923,085)	(5,016,526)	(5,059,977)	43,451	0.87%
Revenue from Other Gov'ts	(176,668)	(188,308)	(286,468)	98,160	52.13%
Charges for Services	(895,616)	(982,508)	(961,193)	(21,315)	-2.17%
Fines & Forfeitures	(102,545)	(127,000)	(146,500)	19,500	15.35%
Other Revenues	(1,179,240)	(1,415,877)	(849,149)	(566,728)	-40.03%
Transfers In	(31,546)	(111,000)	(122,800)	11,800	10.63%
Total Revenues	(8,116,366)	(8,564,064)	(8,202,357)	(361,707)	-4.22%
(USE)/ADDITION TO FUND BALANCE					
Election		15,000	(15,000)	30,000	
Levy Stabalizer **		57,000		57,000	
Estimated Levy	5,840,233	6,133,163	6,255,826	122,663	2.00%
Actual Levy / <i>Proposed</i>	6,072,439	6,133,163	6,255,826		
% Increase		1.00%	2.00%		
\$ Increase		60,724	122,663		

** Total Levy Stablizer, \$102,000 from 2020 and \$57,000 for 2021, grand total of \$159,000

R E S O L U T I O N
NO. XX:21

WHEREAS, the Brainerd City Council is required to set a Final Levy by December 30, 2021; and

WHEREAS, the Brainerd City Council held its first Budget Workshop on August 30, 2021 and a subsequent workshop on November 22, 2021 and a public hearing on December 13, 2021; and

WHEREAS, the Brainerd City Council, during the Special Meeting, discussed the overall budget process, the overall expenditures and the debt service of the City;

NOW, THEREFORE BE IT RESOLVED by the City of Brainerd, County of Crow Wing, State of Minnesota that the following sums are the levy for the taxes payable in the year 2022:

\$6,255,826 plus \$147,996 for the HRA.

Adopted this ____ day of December, 2021

KELLY BEVANS
President of the Council

Approved this ____ day of December, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

WORKING FUNDS

(General, Public Safety, Parks, & Streets)

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Revenues			
Property Taxes	2,786,594	2,665,201	3,480,407
Other Taxes	341,161	285,000	288,800
Intergovernmental	5,099,753	5,204,834	5,346,445
Charges for Services	895,616	982,508	961,193
Licenses & Permits	466,505	437,845	487,470
Fines & Forfeits	102,545	127,000	146,500
Special Assessments	65,522	55,000	67,000
Interest	152,336	10,000	40,000
Other Revenue	961,382	1,350,876	742,149
Total Revenues	10,871,414	11,118,264	11,559,964
Expenditures			
General Government	2,492,040	2,744,630	2,990,859
Police	3,589,091	4,050,998	4,308,398
Fire	1,026,940	1,095,130	1,124,393
Misdemeanor Prosecutor	191,264	193,579	198,205
Animal Control	63,468	67,960	77,588
Parks - all programs	1,005,207	1,083,253	1,123,168
Streets	1,167,629	1,232,534	1,286,780
Total Expenditures	9,535,639	10,468,083	11,109,391
Other Sources (Uses)			
Transfer In (Out)	(1,134,250)	(578,181)	(465,573)
Other Sources (Uses)	-	-	-
Change in Assigned for Future Operations	-	(57,000)	-
Total Other Sources (Uses)	(1,134,250)	(635,181)	(465,573)
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	201,525	15,000	(15,000)
Fund Balance - Jan 1st	4,421,124	4,622,649	4,637,649
Fund Balance - Dec 31st	4,622,649	4,637,649	4,622,648

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Expenditures			
Personnel Services	6,539,476	7,122,383	7,668,965
Supplies	481,188	511,550	522,100
Services	2,033,179	2,324,501	2,380,082
Other	481,796	509,649	538,244
Total Expenditures	9,535,639	10,468,083	11,109,391

CAPITAL EQUIPMENT & FACILITIES

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Revenues			
Property Taxes	1,273,976	1,266,281	1,255,927
Other Taxes	26,333	-	-
Intergovernmental	21,330	-	-
Special Assessments	67,061	-	-
Interest	18,906	6,857	3,594
Other Revenue	5,500	-	-
Total Revenues	1,413,106	1,273,138	1,259,521
Expenditures			
Capital	4,236,744	2,351,909	2,020,500
Total Expenditures	4,236,744	2,351,909	2,020,500
Other Sources (Uses)			
Bond Proceeds	2,472,408	-	-
Bond Issuance Costs	-	-	-
Transfer In (Out)	835,759	470,454	581,602
Other Sources (Uses)	245,377	48,600	43,300
Total Other Sources (Uses)	3,553,543	519,054	624,902
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	729,906	(559,717)	(136,077)
Fund Balance - Jan 1st	3,282,321	4,012,226	3,452,509
Fund Balance - Dec 31st	4,012,226	3,452,509	3,316,432

CAPITAL EQUIPMENT & FACILITIES EXPENDITURE DETAIL

2022 Proposed Capital Working Funds		
	2022 Capital	
City Facilities		
Annex	160,000	
Office Furniture	5,000	
Kiwanis Park - Gazebo	10,000	
Kiwanis Park - Restroom/Picnic Shelter	75,000	
Kiwanis Park - Pavilion	20,000	
Finance		
Scanner	2,000	
Engineering		
Trimble GPS Receiver	28,500	
IT		
Computers - City wide	80,000	
Server	15,000	
Police		
Leased Squads Build Up	74,000	
Office Furniture	3,000	
Cold Storage Facility	205,000	
Community Development		
	-	
Fire/Civil Defense		
	-	
Streets		
Tree Replacement	25,000	
800 MHz Radios	27,000	
Plow Truck	260,000	
Lease Truck Build Up	2,500	

CAPITAL EQUIPMENT & FACILITIES EXPENDITURE DETAIL (continued)

2022 Proposed Capital Working Funds		
	2022 Capital	
Parks		
Walk Behind Mower	1,000	
Field Groomer	24,000	
800 MHz Radios	12,000	
Tree Replacement	25,000	
Picnic table/Grilling Station/Trash Cans	15,000	
Park Weed and Feed Program	25,000	
Bench Installment Program	5,000	
Parks ADA Upgrades	25,000	
Park Sign Replacements	5,000	
Park Security Cameras	6,500	
Appliances	10,000	
Jaycees Playground Equipment	120,000	
Memorial Park - Disc Golf Course	10,000	
Memorial Park - Small Rink Lights	35,000	
Memorial Park - Small Rink Dasher Board	85,000	
TOTAL	1,395,500	
Fire		
	2022 Capital	
Engine	615,000	
Radios and Pagers	7,000	
TOTAL	622,000	
TOTAL CAPITAL	2,017,500	

TRANSIT FUND

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Revenues			
Property Taxes	-	-	-
Grants & Aids	1,043,666	1,219,397	1,377,400
Intergovernmental	4,766	14,400	-
Charges for Services	100,341	175,588	142,452
Other Revenue	17,349	5,000	5,000
Total Revenues	<u>1,166,122</u>	<u>1,414,385</u>	<u>1,524,852</u>
Expenditures			
Personnel Services	170,220	189,588	202,478
Supplies	47,553	117,778	71,566
Services	776,892	929,219	1,197,387
Capital	-	187,000	101,500
Total Expenditures	<u>994,665</u>	<u>1,423,585</u>	<u>1,572,931</u>
Other Sources (Uses)			
Transfer In (Out)	-	-	-
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>171,457</u>	<u>(9,200)</u>	<u>(48,079)</u>
Fund Balance - Jan 1st	257,020	428,476	419,276
Fund Balance - Dec 31st	428,476	419,276	371,198

LIBRARY FUND

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Revenues			
Property Taxes	152,516	146,851	146,851
Other Taxes	3,112	-	-
Interest	2,991	-	-
Contributions & Donations	15,231	-	-
Other Revenue	1,350	-	20,000
Total Revenues	175,201	146,851	166,851
Expenditures			
Supplies	2,841	16,400	16,400
Services	158,008	122,451	120,632
Capital	9,842	8,000	20,000
Total Expenditures	170,690	146,851	157,032
Other Sources (Uses)			
Transfer In (Out)	-	-	-
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	-	-	-
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	4,511	-	9,819
Fund Balance - Jan 1st	341,116	345,627	345,627
Fund Balance - Dec 31st	345,627	345,627	355,446

RECYCLING FUND

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Revenues			
Property Taxes	-	-	-
Intergovernmental	-	-	-
Used Oil Revenue	511	600	500
Other Revenue	6	5	-
Total Revenues	<u>517</u>	<u>605</u>	<u>500</u>
Expenditures			
Services	-	-	-
Used Oil Expenditures	1,168	1,100	900
Other	293	700	702
Total Expenditures	<u>1,461</u>	<u>1,800</u>	<u>1,602</u>
Other Sources (Uses)			
Transfer In (Out)	-	1,500	1,500
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>-</u>	<u>1,500</u>	<u>1,500</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>(944)</u>	<u>305</u>	<u>398</u>
Fund Balance - Jan 1st	1,078	134	439
Fund Balance - Dec 31st	134	439	837

PARKING LOT FUND

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Revenues			
Property Taxes	-	-	-
Charges for Services	30,217	44,000	44,000
Other Revenue	-	-	-
Total Revenues	<u>30,217</u>	<u>44,000</u>	<u>44,000</u>
Expenditures			
Personnel Services	-	-	-
Supplies	31	100	100
Services	15,417	16,457	16,910
Capital	-	-	-
Total Expenditures	<u>15,448</u>	<u>16,557</u>	<u>17,010</u>
Other Sources (Uses)			
Transfer In (Out)	(30,151)	(22,000)	(29,200)
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>(30,151)</u>	<u>(22,000)</u>	<u>(29,200)</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>(15,382)</u>	<u>5,443</u>	<u>(2,210)</u>
Fund Balance - Jan 1st	(14,665)	(30,047)	(24,604)
Fund Balance - Dec 31st	(30,047)	(24,604)	(26,814)

PERMANENT IMPROVEMENT FUND

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Revenues			
Property Taxes	363,720	403,532	422,096
Other Taxes	7,209	-	-
Total Revenues	<u>370,929</u>	<u>403,532</u>	<u>422,096</u>
Expenditures			
Personnel Services	-	-	-
Supplies	-	-	-
Services	-	-	-
Capital	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>
Other Sources (Uses)			
Transfer In (Out)	(365,745)	(403,532)	(422,096)
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>(365,745)</u>	<u>(403,532)</u>	<u>(422,096)</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>5,184</u>	<u>-</u>	<u>-</u>
Fund Balance - Jan 1st	5,075	10,258	10,258
Fund Balance - Dec 31st	10,258	10,258	10,258

MAYOR'S CONTINGENCY FUND

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Revenues			
Property Taxes	-	-	-
Other Taxes	-	-	-
Total Revenues	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures			
Personnel Services	-	-	-
Supplies	-	-	-
Services	250	2,500	2,500
Capital	-	-	-
Total Expenditures	<u>250</u>	<u>2,500</u>	<u>2,500</u>
Other Sources (Uses)			
Transfer In (Out)	2,500	2,500	2,500
Other Sources (Uses)	(2,250)	-	-
Total Other Sources (Uses)	<u>250</u>	<u>2,500</u>	<u>2,500</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - Jan 1st	-	-	-
Fund Balance - Dec 31st	-	-	-

EDA FUND

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Revenues			
Property Taxes	126,507	133,789	145,036
Other Taxes	2,574	-	-
Interest	604	400	-
Other Revenues	1,000	-	-
Total Revenues	<u>130,686</u>	<u>134,189</u>	<u>145,036</u>
Expenditures			
Personnel Services	-	-	-
Supplies	-	-	-
Services	116,790	136,000	145,036
Total Expenditures	<u>116,790</u>	<u>136,000</u>	<u>145,036</u>
Other Sources (Uses)			
Transfer In (Out)	-	-	-
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>13,896</u>	<u>(1,811)</u>	<u>-</u>
Fund Balance - Jan 1st	39,602	53,498	51,687
Fund Balance - Dec 31st	53,498	51,687	51,687

SANITARY SEWER ENTERPRISE FUND

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Operating Revenues			
Charges for Services	851,562	850,000	855,000
Total Revenues	<u>851,562</u>	<u>850,000</u>	<u>855,000</u>
Operating Expenditures			
Salaries and Benefits	113,926	172,428	173,894
Professional Services	13,700	75,500	70,500
Repairs and Maintenance	61,833	90,000	50,000
Insurance	4,809	4,956	6,124
Lease Payments	-	5,100	7,512
Depreciation	482,797	480,000	480,000
Materials and Supplies	6,100	9,400	9,000
Miscellaneous	634	2,000	2,770
Total Operating Expenses	<u>683,799</u>	<u>839,384</u>	<u>799,800</u>
Operating Income (Loss)	<u>167,763</u>	<u>10,616</u>	<u>55,200</u>
Nonoperating Revenues (Expenses)			
Intergovernmental	211,542	200,000	216,000
Gain (Loss) on Disposal of Asset	-	-	10,000
Interest Income	-	-	-
Interest Expense and Fiscal Charges	(97,823)	(80,373)	(80,170)
Contributed Capital	-	-	-
Total Nonoperating Revenue (Exp.)	<u>113,719</u>	<u>119,627</u>	<u>145,830</u>
Change in Net Position Before Transfers	<u>281,481</u>	<u>130,243</u>	<u>201,030</u>
Transfers In (Out)	-	-	-
Change in Net Position	<u>281,481</u>	<u>130,243</u>	<u>201,030</u>
Net Position- Beginning of Year	7,831,323	8,112,804	8,243,047
Net Position - End of Year	8,112,804	8,243,047	8,444,078

STORM SEWER ENTERPRISE FUND

	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
Operating Revenues			
Charges for Services	462,865	460,000	460,000
Total Revenues	<u>462,865</u>	<u>460,000</u>	<u>460,000</u>
Operating Expenditures			
Salaries and Benefits	52,366	44,516	45,220
Professional Services	68,381	158,000	160,300
Repairs and Maintenance	74,745	96,000	35,000
Insurance	2,405	2,478	3,062
Depreciation	269,565	250,000	270,000
Materials and Supplies	-	-	-
Miscellaneous	1,639	1,800	3,200
Total Operating Expenses	<u>469,100</u>	<u>552,794</u>	<u>516,781</u>
Operating Income (Loss)	<u>(6,235)</u>	<u>(92,794)</u>	<u>(56,781)</u>
Nonoperating Revenues (Expenses)			
Intergovernmental	118,132	112,000	-
Interest Income	2,156	-	-
Interest Expense and Fiscal Charges	(2,946)	(546)	1,854
Total Nonoperating Revenue (Exp.)	<u>117,342</u>	<u>111,454</u>	<u>1,854</u>
Change in Net Position Before Transfers	<u>111,107</u>	<u>18,660</u>	<u>(54,927)</u>
Transfers In (Out)	-	(1,500)	(1,500)
Change in Net Position	<u>111,107</u>	<u>17,160</u>	<u>(56,427)</u>
Net Position- Beginning of Year	6,699,521	6,810,629	6,827,788
Net Position - End of Year	6,810,629	6,827,788	6,771,361



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

R E S O L U T I O N
NO: XX:21

**RESOLUTION APPROVING SUMMARY PUBLICATION OF CHARTER
ORDINANCE**

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

WHEREAS, on November 1, 2021, the City Council adopted Ordinance No. 1520 amending the City Charter pursuant to Minnesota Statutes section 410.12, subdivision 7; and

WHEREAS, Ordinance No. 1520 is lengthy and would be expensive to publish in its entirety.

NOW, THEREFORE, BE IT RESOLVED that the Council finds that the following text clearly informs the public of the intent and effect of Ordinance No. 1520 and approves the following summary for publication:

SUMMARY PUBLICATION OF ORDINANCE 1520

An Ordinance Amending the City Charter by removing outdated levy references and substituting current levy limits for transit facilities, community action programs, senior citizen programs or organizations, an arboretum or green space, and the Permanent Improvement Fund.

Notice: the full text of Ordinance 1520 is available for public inspection at City Hall located at 501 Laurel Street, Brainerd, Minnesota, during regular office hours.

Adopted this 20th day of December 2021

KELLY BEVANS
President of the Council

Approved this 21st day of December 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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

**Resolution
XX:21**

**RESOLUTION APPROVING THE MEMORANDUM OF AGREEMENT (MOA) BETWEEN THE
STATE OF MINNESOTA AND LOCAL GOVERNMENTS AND AUTHORIZING
PARTICIPATION IN NATIONAL OPIOID SETTLEMENTS**

WHEREAS, the State of Minnesota, Minnesota counties and cities, and their people, have been harmed by misconduct committed by certain entities that engage in the manufacture, marketing, promotion, distribution, or dispensing of opioids; and

WHEREAS, the State of Minnesota and numerous Minnesota cities and counties joined with thousands of local governments across the country to file lawsuits against opioid manufacturer and pharmaceutical distribution companies and hold those companies accountable for their misconduct; and

WHEREAS, representatives of local Minnesota governments, the League of Minnesota Cities, the Association of Minnesota Counties, the Coalition of Greater Minnesota Cities, the State of Minnesota, and the Minnesota Attorney General's Office have negotiated and prepared a Memorandum of Agreement (MOA) to provide for the equitable distribution of proceeds to the State of Minnesota and to individual local governments from recent settlements in the national opioid litigation; and

WHEREAS, by signing onto the MOA, the state and local governments maximize Minnesota's share of opioid settlement funds, demonstrate solidarity in response to the opioid epidemic, and ensure needed resources reach the most impacted communities; and

WHEREAS, it is in the best interests of the State of Minnesota and the residents of the City of Brainerd, and the County of Crow Wing, that the City participate in the national opioid litigation settlements.

NOW, THEREFORE, be it resolved by the City Council of the City of Brainerd, Minnesota:

1. Participation in the opioid litigation settlements promotes the public health, safety, and welfare of the residents of the City of Brainerd.
2. The City of Brainerd supports and opts-in to the national opioid litigation settlements with the Distributors McKesson, Cardinal Health, and Amerisource Bergen, and with the Manufacturer Johnson & Johnson.
3. The Memorandum of Agreement (MOA) between the State of Minnesota and Local Governments relating to the distribution of settlement funds is hereby approved by the City of Brainerd.
4. City Staff is hereby authorized to take such measures as necessary to sign the MOA and otherwise participate in the national opioid settlements, including executing the Participation Agreement and accompanying Release.

Adopted this ____ day of _____, 2021

KELLY BEVANS
President of the Council

Approved this ____ day of _____, 2021

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

[League of Minnesota Cities Sample Resolution for Non-Litigating Cities]



The Office of
Minnesota Attorney General Keith Ellison
helping people afford their lives and live with dignity and respect • www.ag.state.mn.us

December 8, 2021

Dear Minnesota Cities and Counties:

I'm pleased to announce that counties, cities, and the State of Minnesota have reached an agreement that will govern how funds from recently announced settlements with opioid companies will be distributed within Minnesota. In order to finalize this agreement, I am asking you to sign the enclosed State-Subdivision Memorandum of Agreement (MN MOA) and also to join both settlements with opioid distributors McKesson, AmerisourceBergen, and Cardinal Health, and opioid manufacturer Johnson & Johnson by **January 2, 2022**. Minnesota stands to receive more than \$300 million from these settlements, the vast majority of which will go to cities and counties, but we need your cities and counties to sign on to the settlements to maximize the resources to fight the epidemic. Simply put, the more cities and counties that sign on by January 2, 2022, the more money we will have for treatment, prevention, and a whole host of programs and strategies to abate this crisis.

Over the last few months, my Office has been working tirelessly with cities and counties to come to an agreement on allocation and distribution of opioid settlement funds. We have been working alongside the Association of Minnesota Counties, the League of Minnesota Cities, the Coalition of Greater Minnesota Cities, representatives from litigating cities and counties, members of the Opioid Epidemic Response Advisory Council, the Governor's Office, and numerous state agencies, among others. The MN MOA is the result of this work.

Since 2000, the opioid epidemic has cost more than 5,400 Minnesotans their lives, and has torn families apart and ravaged communities. The last year has been especially hard, as the COVID-19 pandemic has caused a surge in opioid overdoses, both fatal and nonfatal. No amount of money will ever be enough to make up for the damage and destruction caused by these companies, but these historic agreements are at least a measure of accountability, if not justice.

Enclosed with this letter are several documents with more information about these agreements. Additional information about the settlements and how they will be implemented in Minnesota can be found on our website at www.ag.state.mn.us/opioids. Also, please do not hesitate to contact my Office with any questions you may have. You can send an email to opioids@ag.state.mn.us, or leave a voicemail at (612) 429-7126.

Sincerely,

KEITH ELLISON
Attorney General

Enclosures: *Minnesota Opioids State-Subdivision Memorandum of Agreement*
Executive Summary
One-Page Overview
Frequently Asked Questions
Checklist

MINNESOTA OPIOIDS STATE-SUBDIVISION MEMORANDUM OF AGREEMENT

WHEREAS, the State of Minnesota, Minnesota counties and cities, and their people have been harmed by misconduct committed by certain entities that engage in or have engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic;

WHEREAS, certain Minnesota counties and cities, through their counsel, and the State, through its Attorney General, are separately engaged in ongoing investigations, litigation, and settlement discussions seeking to hold opioid manufacturers and distributors accountable for the damage caused by their misconduct;

WHEREAS, the State and Local Governments share a common desire to abate and alleviate the impacts of the misconduct described above throughout Minnesota;

WHEREAS, while the State and Local Governments recognize the sums which may be available from the aforementioned litigation will likely be insufficient to fully abate the public health crisis caused by the opioid epidemic, they share a common interest in dedicating the most resources possible to the abatement effort;

WHEREAS, the investigations and litigation with Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson have resulted in National Settlement Agreements with those companies, which the State has already committed to join;

WHEREAS, Minnesota's share of settlement funds from the National Settlement Agreements will be maximized only if all Minnesota counties, and cities of a certain size, participate in the settlements;

WHEREAS, the National Settlement Agreements will set a default allocation between each state and its political subdivisions unless they enter into a state-specific agreement regarding the distribution and use of settlement amounts;

WHEREAS, this Memorandum of Agreement is intended to facilitate compliance by the State and by the Local Governments with the terms of the National Settlement Agreements and is intended to serve as a State-Subdivision Agreement under the National Settlement Agreements;

WHEREAS, this Memorandum of Agreement is also intended to serve as a State-Subdivision Agreement under resolutions of claims concerning alleged misconduct in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic entered in bankruptcy court that provide for payments (including payments through a trust) to both the State and Minnesota counties and cities and allow for the allocation between a state and its political subdivisions to be set through a state-specific agreement; and

WHEREAS, specifically, this Memorandum of Agreement is intended to serve under the Bankruptcy Resolutions concerning Purdue Pharma and Mallinckrodt as a qualifying Statewide Abatement Agreement.

I. Definitions

As used in this MOA (including the preamble above):

“Approved Uses” shall mean forward-looking strategies, programming, and services to abate the opioid epidemic that fall within the list of uses on **Exhibit A**. Consistent with the terms of the National Settlement Agreements and Bankruptcy Resolutions, “Approved Uses” shall include the reasonable administrative expenses associated with overseeing and administering Opioid Settlement Funds. Reimbursement by the State or Local Governments for past expenses are not Approved Uses.

“Backstop Fund” is defined in Section VI.B below.

“Bankruptcy Defendants” mean Purdue Pharma L.P. and Mallinckrodt plc.

“Bankruptcy Resolution(s)” means resolutions of claims concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic by the Bankruptcy Defendants entered in bankruptcy court that provide for payments (including payments through a trust) to both the State and Minnesota counties and municipalities and allow for the allocation between the state and its political subdivisions to be set through a state-specific agreement.

“Counsel” is defined in Section VI.B below.

“County Area” shall mean a county in the State of Minnesota plus the Local Governments, or portion of any Local Government, within that county.

“Governing Body” means (1) for a county, the county commissioners of the county, and (2) for a municipality, the elected city council or the equivalent legislative body for the municipality.

“Legislative Modification” is defined in Section II.C below.

“Litigating Local Governments” mean a Local Government that filed an opioid lawsuit(s) on or before December 3, 2021, as defined in Section VI.B below.

“Local Abatement Funds” are defined in Section II.B below.

“Local Government” means all counties and cities within the geographic boundaries of the state of Minnesota.

“MDL Matter” means the matter captioned *In re National Prescription Opiate Litigation*, MDL 2804, pending in the United States District Court for the Northern District of Ohio.

“Memorandum of Agreement” or “MOA” mean this agreement, the Minnesota Opioids State-Subdivision Memorandum of Agreement.

“National Settlement Agreements” means the national opioid settlement agreements with the Parties and one or all of the Settling Defendants concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic.

“Opioid Settlement Funds” shall mean all funds allocated by the National Settlement Agreements and any Bankruptcy Resolutions to the State and Local Governments for purposes of opioid remediation activities or restitution, as well as any repayment of those funds and any interest or investment earnings that may accrue as those funds are temporarily held before being expended on opioid remediation strategies.

“Opioid Supply Chain Participants” means entities that engage in or have engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic, including their officers, directors, employees, or agents, acting in their capacity as such.

“Parties” means the State and the Participating Local Governments.

“Participating Local Government” means a county or city within the geographic boundaries of the State of Minnesota that has signed this Memorandum of Agreement and has executed a release of claims with the Settling Defendants by signing on to the National Settlement Agreements. For the avoidance of doubt, a Local Government must sign this MOA to become a “Participating Local Government.”

“Region” is defined in Section II.H below.

“Settling Defendants” means Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson, as well as their subsidiaries, affiliates, officers, and directors named in a National Settlement Agreement.

“State” means the State of Minnesota by and through its Attorney General, Keith Ellison.

“State Abatement Fund” is defined in Section II.B below.

II. Allocation of Settlement Proceeds

- A. Method of distribution. Pursuant to the National Settlement Agreements and any Bankruptcy Resolutions, Opioid Settlement Funds shall be distributed directly to the State and directly to Participating Local Governments in such proportions and for such uses as set forth in this MOA, provided Opioid Settlement Funds shall not be considered funds of the State or any Participating Local Government unless and until such time as each annual distribution is made.
- B. Overall allocation of funds. Opioid Settlement Funds will be initially allocated as follows: (i) 25% directly to the State (“State Abatement Fund”), and (ii) 75% directly to abatement funds established by Participating Local Governments (“Local Abatement Funds”). This initial allocation is subject to modification by Sections II.F, II.G, and II.H, below.

C. Statutory change.

1. The Parties agree to work together in good faith to propose and lobby for legislation in the 2022 Minnesota legislative session to modify the distribution of the State's Opiate Epidemic Response Fund under Minnesota Statutes section 256.043, subd. 3(d), so that "50 percent of the remaining amount" is no longer appropriated to county social services, as related to Opioid Settlement Funds that are ultimately placed into the Minnesota Opiate Epidemic Response Fund ("Legislative Modification").¹ Such efforts include, but are not limited to, providing testimony and letters in support of the Legislative Modification.
2. It is the intent of the Parties that the Legislative Modification would affect only the county share under section 256.043, subd. 3(d), and would not impact the provision of funds to tribal social service agencies. Further, it is the intent of the Parties that the Legislative Modification would relate only to disposition of Opioid Settlement Funds and is not predicated on a change to the distribution of the Board of Pharmacy fee revenue that is deposited into the Opiate Epidemic Response Fund.

D. Bill Drafting Workgroup. The Parties will work together to convene a Bill Drafting Workgroup to recommend draft legislation to achieve this Legislative Modification. The Workgroup will meet as often as practicable in December 2021 and January 2022 until recommended language is completed. Invitations to participate in the group shall be extended to the League of Minnesota Cities, the Association of Minnesota Counties, the Coalition of Greater Minnesota Cities, state agencies, the Governor's Office, the Attorney General's Office, the Opioid Epidemic Response Advisory Council, the Revisor's Office, and Minnesota tribal representatives. The Workgroup will host meetings with Members of the Minnesota House of Representatives and Minnesota Senate who have been involved in this matter to assist in crafting a bill draft.

E. No payments until August 1, 2022. The Parties agree to take all steps necessary to ensure that any Opioid Settlement Funds ready for distribution directly to the State and Participating Local Governments under the National Settlement Agreements or Bankruptcy Resolutions are not actually distributed to the Parties until on or after August 1, 2022, in order to allow the Parties to pursue legislative change that would take effect before the Opioid Settlement Funds are received by the Parties. Such steps may include, but are not limited to, the Attorney General's Office delaying its filing of Consent Judgments in Minnesota state court memorializing the National Settlement Agreements. This provision will cease to apply upon the effective date of the Legislative Modification described above, if that date is prior to August 1, 2022.

¹ It is the intent of the Parties that counties will continue to fund child protection services for children and families who are affected by addiction, in compliance with the Approved Uses in **Exhibit A**.

- F. Effect of no statutory change by August 1, 2022. If the Legislative Modification described above does not take effect by August 1, 2022, the allocation between the Parties set forth in Section II.B shall be modified as follows: (i) 40% directly to the State Abatement Fund, and (ii) 60% to Local Abatement Funds. The Parties further agree to discuss potential amendment of this MOA if such legislation does not timely go into effect in accordance with this paragraph.
- G. Effect of later statutory change. If the Legislative Modification described above takes effect after August 1, 2022, the allocation between the Parties will be modified as follows: (i) 25% directly to the State Abatement Fund, and (ii) 75% to Local Abatement Funds.
- H. Effect of partial statutory change. If any legislative action otherwise modifies or diminishes the direct allocation of Opioid Settlement Funds to Participating Local Governments so that as a result the Participating Local Governments would receive less than 75 percent of the Opioid Settlement Funds (inclusive of amounts received by counties per statutory appropriation through the Minnesota Opiate Epidemic Response Fund), then the allocation set forth in Section II.B will be modified to ensure Participating Local Governments receive 75% of the Opioid Settlement Funds.
- I. Participating Local Governments receiving payments. The proportions set forth in **Exhibit B** provide for payments directly to: (i) all Minnesota counties; and (ii) all Minnesota cities that (a) have a population of more than 30,000, based on the United States Census Bureau's Vintage 2019 population totals, (b) have funded or otherwise managed an established health care or treatment infrastructure (e.g., health department or similar agency), or (c) have initiated litigation against the Settling Defendants as of December 3, 2021.
- J. Allocation of funds between Participating Local Governments. The Local Abatement Funds shall be allocated to Participating Local Governments in such proportions as set forth in **Exhibit B**, attached hereto and incorporated herein by reference, which is based upon the MDL Matter's Opioid Negotiation Class Model.² The proportions shall not change based on population changes during the term of the MOA. However, to the extent required by the terms of the National Settlement Agreements, the proportions set forth in **Exhibit B** must be adjusted: (i) to provide no payment from the National Settlement Agreements to any listed county or municipality that does not participate in the National Settlement Agreements; and (ii) to provide a reduced payment from the National Settlement Agreements to any listed county or city that signs on to the National Settlement Agreements after the Initial Participation Date.
- K. Redistribution in certain situations. In the event a Participating Local Government merges, dissolves, or ceases to exist, the allocation percentage for that Participating Local

² More specifically, the proportions in Exhibit B were created based on Exhibit G to the National Settlement Agreements, which in turn was based on the MDL Matter's allocation criteria. Cities under 30,000 in population that had shares under the Exhibit G default allocation were removed and their shares were proportionally reallocated amongst the remaining subdivisions.

Government shall be redistributed equitably based on the composition of the successor Local Government. In the event an allocation to a Local Government cannot be paid to the Local Government, such unpaid allocations will be allocated to Local Abatement Funds and be distributed in such proportions as set forth in Exhibit B.

- L. City may direct payments to county. Any city allocated a share may elect to have its full share or a portion of its full share of current or future annual distributions of settlement funds instead directed to the county or counties in which it is located, so long as that county or counties are Participating Local Governments[s]. Such an election must be made by January 1 each year to apply to the following fiscal year. If a city is located in more than one county, the city's funds will be directed based on the MDL Matter's Opioid Negotiation Class Model.

III. Special Revenue Fund

- A. Creation of special revenue fund. Every Participating Local Government receiving Opioid Settlement Funds through direct distribution shall create a separate special revenue fund, as described below, that is designated for the receipt and expenditure of Opioid Settlement Funds.
- B. Procedures for special revenue fund. Funds in this special revenue fund shall not be commingled with any other money or funds of the Participating Local Government. The funds in the special revenue fund shall not be used for any loans or pledge of assets, unless the loan or pledge is for an Approved Use. Participating Local Governments may not assign to another entity their rights to receive payments of Opioid Settlement Funds or their responsibilities for funding decisions, except as provided in Section II.L.
- C. Process for drawing from special revenue funds.
 - 1. Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.
 - 2. The budget or resolution must (i) indicate that it is an authorization for expenditures of opioid settlement funds; (ii) state the specific strategy or strategies the county or city intends to fund, using the item letter and/or number in **Exhibit A** to identify each funded strategy, if applicable; and (iii) state the amount dedicated to each strategy for a stated period of time.
- D. Local government grantmaking. Participating Local Governments may make contracts with or grants to a nonprofit, charity, or other entity with Opioid Settlement Funds.
- E. Interest earned on special revenue fund. The funds in the special revenue fund may be invested, consistent with the investment limitations for local governments, and may be

placed in an interest-bearing bank account. Any interest earned on the special revenue funds must be used in a way that is consistent with this MOA.

IV. Opioid Remediation Activities

- A. Limitation on use of funds. This MOA requires that Opioid Settlement Funds be utilized only for future opioid remediation activities, and Parties shall expend Opioid Settlement Funds only for Approved Uses and for expenditures incurred after the effective date of this MOA, unless execution of the National Settlement Agreements requires a later date. Opioid Settlement Funds cannot be used to pay litigation costs, expenses, or attorney fees arising from the enforcement of legal claims related to the opioid epidemic, except for the portion of Opioid Settlement Funds that comprise the Backstop Fund described in Section VI. For the avoidance of doubt, counsel for Litigating Local Governments may recover litigation costs, expenses, or attorney fees from the common benefit, contingency fee, and cost funds established in the National Settlement Agreements, as well as the Backstop Fund described in Section VI.
- B. Public health departments as Chief Strategists. For Participating Local Governments that have public health departments, the public health departments shall serve as the lead agency and Chief Strategist to identify, collaborate, and respond to local issues as Local Governments decide how to leverage and disburse Opioid Settlement Funds. In their role as Chief Strategist, public health departments will convene multi-sector meetings and lead efforts that build upon local efforts like Community Health Assessments and Community Health Improvement Plans, while fostering community focused and collaborative evidence-informed approaches that prevent and address addiction across the areas of public health, human services, and public safety. Chief Strategists should consult with municipalities located within their county in the development of any Community Health Assessment, and are encouraged to collaborate with law enforcement agencies in the county where appropriate.
- C. Administrative expenses. Reasonable administrative costs for the State or Local Government to administer its allocation of the Opioid Settlement Funds shall not exceed actual costs, 10% of the relevant allocation of the Opioid Settlement Funds, or any administrative expense limitation imposed by the National Settlement Agreements or Bankruptcy Resolution, whichever is less.
- D. Regions. Two or more Participating Local Governments may at their discretion form a new group or utilize an existing group (“Region”) to pool their respective shares of settlement funds and make joint spending decisions. Participating Local Governments may choose to create a Region or utilize an existing Region under a joint exercise of powers under Minn. Stat. § 471.59.
- E. Consultation and partnerships.
 - 1. Each county receiving Opioid Settlement Funds must consult annually with the municipalities in the county regarding future use of the settlement funds in the

county, including by holding an annual meeting with all municipalities in the county in order to receive input as to proposed uses of the Opioid Settlement Funds and to encourage collaboration between Local Governments both within and beyond the county. These meetings shall be open to the public.

2. Participating Local Governments within the same County Area have a duty to regularly consult with each other to coordinate spending priorities.
 3. Participating Local Governments can form partnerships at the local level whereby Participating Local Governments dedicate a portion of their Opioid Settlement Funds to support city- or community-based work with local stakeholders and partners within the Approved Uses.
- F. Collaboration. The State and Participating Local Governments must collaborate to promote effective use of Opioid Settlement Funds, including through the sharing of expertise, training, and technical assistance. They will also coordinate with trusted partners, including community stakeholders, to collect and share information about successful regional and other high-impact strategies and opioid treatment programs.

V. Reporting and Compliance

- A. Construction of reporting and compliance provisions. Reporting and compliance requirements will be developed and mutually agreed upon by the Parties, utilizing the recommendations provided by the Advisory Panel to the Attorney General on Distribution and Allocation of Opioid Settlement Funds.
- B. Reporting Workgroup. The Parties will work together to establish a Reporting Workgroup that includes representatives of the Attorney General's Office, state stakeholders, and city and county representatives, who will meet on a regular basis to develop reporting and compliance recommendations. The Reporting Workgroup must produce a set of reporting and compliance measures by June 1, 2022. Such reporting and compliance measures will be effective once approved by representatives of the Attorney General's Office, the Governor's Office, the Association of Minnesota Counties, and the League of Minnesota Cities that are on the Workgroup.

VI. Backstop Fund

- A. National Attorney Fee Fund. The National Settlement Agreements provide for the payment of all or a portion of the attorney fees and costs owed by Litigating Local Governments to private attorneys specifically retained to file suit in the opioid litigation ("National Attorney Fee Fund"). The Parties acknowledge that the National Settlement Agreements may provide for a portion of the attorney fees of Litigating Local Governments.
- B. Backstop Fund and Waiver of Contingency Fee. The Parties agree that the Participating Local Governments will create a supplemental attorney fees fund (the "Backstop Fund") to be used to compensate private attorneys ("Counsel") for Local Governments that filed opioid lawsuits on or before December 3, 2021 ("Litigating Local Governments"). By

order³ dated August 6, 2021, Judge Polster capped all applicable contingent fee agreements at 15%. Judge Polster's 15% cap does not limit fees from the National Attorney Fee Fund or from any state backstop fund for attorney fees, but private attorneys for local governments must waive their contingent fee agreements to receive payment from the National Attorney Fee Fund. Judge Polster recognized that a state backstop fund can be designed to incentivize private attorneys to waive their right to enforce contingent fee agreements and instead apply to the National Attorney Fee Fund, with the goals of achieving greater subdivision participation and higher ultimate payouts to both states and local governments. Accordingly, in order to seek payment from the Backstop Fund, Counsel must agree to waive their contingency fee agreements relating to these National Settlement Agreements and first apply to the National Attorney Fee Fund.

- C. Backstop Fund Source. The Backstop Fund will be funded by seven percent (7%) of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), based upon the initial allocation of 25% directly to the State Abatement Fund and 75% directly to Local Abatement Funds, and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies. In the event that the initial allocation is modified pursuant to Section II.F. above, then the Backstop Fund will be funded by 8.75% of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), based upon the modified allocation of 40% directly to the State Abatement Fund and 60% directly to the Local Abatement Funds, and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies. In the event that the allocation is modified pursuant to Section II.G. or Section II.H. above, back to an allocation of 25% directly to the State Abatement Fund and 75% directly to Local Abatement Funds, then the Backstop Fund will be funded by 7% of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies.
- D. Backstop Fund Payment Cap. Any attorney fees paid from the Backstop Fund, together with any compensation received from the National Settlement Agreements' Contingency Fee Fund, shall not exceed 15% of the total gross recovery of the Litigating Local Governments' share of funds from the National Settlement Agreements. To avoid doubt, in no instance will Counsel receive more than 15% of the amount paid to their respective Litigating Local Government client(s) when taking into account what private attorneys receive from both the Backstop Fund and any fees received from the National Settlement Agreements' Contingency Fee Fund.
- E. Requirements to Seek Payment from Backstop Fund. A private attorney may seek payment from the Backstop Fund in the event that funds received by Counsel from the National Settlement Agreements' Contingency Fee Fund are insufficient to cover the amount that would be due to Counsel under any contingency fee agreement with a Litigating Local Government based on any recovery Litigating Local Governments receive from the National Settlement Agreements. Before seeking any payment from the Backstop Fund,

³ Order, In re: Nat'l Prescription Opiate Litig., Case No. 17-MD-02804, Doc. No. 3814 (N.D. Ohio August 6, 2021).

private attorneys must certify that they first sought fees from the National Settlement Agreements' Contingency Fee Fund, and must certify that they agreed to accept the maximum fees payments awarded to them. Nothing in this Section, or in the terms of this Agreement, shall be construed as a waiver of fees, contractual or otherwise, with respect to fees that may be recovered under a contingency fee agreement or otherwise from other past or future settlements, verdicts, or recoveries related to the opioid litigation.

- F. Special Master. A special master will administer the Backstop Fund, including overseeing any distribution, evaluating the requests of Counsel for payment, and determining the appropriate amount of any payment from the Backstop Fund. The special master will be selected jointly by the Minnesota Attorney General and the Hennepin County Attorney, and will be one of the following individuals: Hon. Jeffrey Keyes, Hon. David Lillehaug; or Hon. Jack Van de North. The special master will be compensated from the Backstop Fund. In the event that a successor special master is needed, the Minnesota Attorney General and the Hennepin County Attorney will jointly select the successor special master from the above-listed individuals. If none of the above-listed individuals is available to serve as the successor special master, then the Minnesota Attorney General and the Hennepin County Attorney will jointly select a successor special master from a list of individuals that is agreed upon between the Minnesota Attorney General, the Hennepin County Attorney, and Counsel.
- G. Special Master Determinations. The special master will determine the amount and timing of any payment to Counsel from the Backstop Fund. The special master shall make one determination regarding payment of attorney fees to Counsel, which will apply through the term of the recovery from the National Settlement Agreements. In making such determinations, the special master shall consider the amounts that have been or will be received by the private attorney's firm from the National Settlement Agreements' Contingency Fee Fund relating to Litigating Local Governments; the contingency fee contracts; the dollar amount of recovery for Counsel's respective clients who are Litigating Local Governments; the Backstop Fund Payment Cap above; the complexity of the legal issues involved in the opioid litigation; work done to directly benefit the Local Governments within the State of Minnesota; and the principles set forth in the Minnesota Rules of Professional Conduct, including the reasonable and contingency fee principles of Rule 1.5. In the interest of transparency, Counsel shall provide information in their initial fee application about the total amount of fees that Counsel have received or will receive from the National Attorney Fee Fund related to the Litigating Local Governments.
- H. Special Master Proceedings. Counsel seeking payment from the Backstop Fund may also provide written submissions to the special master, which may include declarations from counsel, summaries relating to the factors described above, and/or attestation regarding total payments awarded or anticipated from the National Settlement Agreements' Contingency Fee Fund. Private attorneys shall not be required to disclose work product, proprietary or confidential information, including but not limited to detailed billing or lodestar records. To the extent that counsel rely upon written submissions to support their application to the special master, the special master will incorporate said submission or summary into the record. Any proceedings before the special master and documents filed with the special master shall be public, and the special master's determinations regarding

any payment from the Backstop Funds shall be transparent, public, final, and not appealable.

- I. Distribution of Any Excess Funds. To the extent the special master determines that the Backstop Fund exceeds the amount necessary for payment to Counsel, the special master shall distribute any excess amount to Participating Local Governments according to the percentages set forth in **Exhibit B**.
- J. Term. The Backstop Fund will be administered for (a) the length of the National Litigation Settlement payments; or (b) until all Counsel for Litigating Local Governments have either (i) received payments equal to the Backstop Fund Payment Cap above or (ii) received the full amount determined by the special master; whichever occurs first.
- K. No State Funds Toward Attorney Fees. For the avoidance of doubt, no portion of the State Abatement Fund will be used to fund the Backstop Fund or in any other way to fund any Litigating Local Government's attorney fees and expenses. Any funds that the State receives from the National Settlement Agreements as attorney fees and costs or in lieu of attorney fees and costs, including the Additional Restitution Amounts, will be treated as State Abatement Funds.

VII. General Terms

- A. Scope of agreement. This MOA applies to all settlements under the National Settlement Agreements with Settling Defendants and the Bankruptcy Resolutions with Bankruptcy Defendants.⁴ The Parties agree to discuss the use, as the Parties may deem appropriate in the future, of the settlement terms set out herein (after any necessary amendments) for resolutions with Opioid Supply Chain Participants not covered by the National Settlement Agreements or a Bankruptcy Resolution. The Parties acknowledge that this MOA does not excuse any requirements placed upon them by the terms of the National Settlement Agreements or any Bankruptcy Resolution, except to the extent those terms allow for a State-Subdivision Agreement to do so.
- B. When MOA takes effect.
 - 1. This MOA shall become effective at the time a sufficient number of Local Governments have joined the MOA to qualify this MOA as a State-Subdivision Agreement under the National Settlement Agreements or as a Statewide Abatement Agreement under any Bankruptcy Resolution. If this MOA does not thereby qualify as a State-Subdivision Agreement or Statewide Abatement Agreement, this MOA will have no effect.
 - 2. The Parties may conditionally agree to sign on to the MOA through a letter of intent, resolution, or similar written statement, declaration, or pronouncement declaring

⁴ For the avoidance of doubt, this includes settlements reached with AmerisourceBergen, Cardinal Health, and McKesson, and Janssen, and Bankruptcy Resolutions involving Purdue Pharma L.P., and Mallinckrodt plc.

their intent to sign on to the MOA if the threshold for Party participation in a specific Settlement is achieved.

C. Dispute resolution.

1. If any Party believes another Party has violated the terms of this MOA, the alleging Party may seek to enforce the terms of this MOA in Ramsey County District Court, provided the alleging Party first provides notice to the alleged offending Party of the alleged violation and a reasonable opportunity to cure the alleged violation.
2. If a Party believes another Party, Region, or individual involved in the receipt, distribution, or administration of Opioid Settlement Funds has violated any applicable ethics codes or rules, a complaint shall be lodged with the appropriate forum for handling such matters.
3. If a Party believes another Party, Region, or individual involved in the receipt, distribution, or administration of Opioid Settlement Funds violated any Minnesota criminal law, such conduct shall be reported to the appropriate criminal authorities.

D. Amendments. The Parties agree to make such amendments as necessary to implement the intent of this MOA.

E. Applicable law and venue. Unless otherwise required by the National Settlement Agreements or a Bankruptcy Resolution, this MOA, including any issues related to interpretation or enforcement, is governed by the laws of the State of Minnesota. Any action related to the provisions of this MOA must be adjudicated by the Ramsey County District Court. If any provision of this MOA is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision which can be given effect without the invalid provision.

F. Relationship of this MOA to other agreements and resolutions. All Parties acknowledge and agree that the National Settlement Agreements will require a Participating Local Government to release all its claims against the Settling Defendants to receive direct allocation of Opioid Settlement Funds. All Parties further acknowledge and agree that based on the terms of the National Settlement Agreements, a Participating Local Government may receive funds through this MOA only after complying with all requirements set forth in the National Settlement Agreements to release its claims. This MOA is not a promise from any Party that any National Settlement Agreements or Bankruptcy Resolution will be finalized or executed.

G. When MOA is no longer in effect. This MOA is effective until one year after the last date on which any Opioid Settlement Funds are being spent by the Parties pursuant to the National Settlement Agreements and any Bankruptcy Resolution.

H. No waiver for failure to exercise. The failure of a Party to exercise any rights under this MOA will not be deemed to be a waiver of any right or any future rights.

- I. No effect on authority of Parties. Nothing in this MOA should be construed to limit the power or authority of the State of Minnesota, the Attorney General, or the Local Governments, except as expressly set forth herein.
- J. Signing and execution. This MOA may be executed in counterparts, each of which constitutes an original, and all of which constitute one and the same agreement. This MOA may be executed by facsimile or electronic copy in any image format. Each Party represents that all procedures necessary to authorize such Party's execution of this MOA have been performed and that the person signing for such Party has been authorized to execute the MOA in an official capacity that binds the Party.

This **Minnesota Opioids State-Subdivision Memorandum of Agreement** is signed

this ____ day of _____, _____ by:

Name and Title: _____

On behalf of: _____

EXHIBIT A

List of Opioid Remediation Uses

Settlement fund recipients shall choose from among abatement strategies, including but not limited to those listed in this Exhibit. The programs and strategies listed in this Exhibit are not exclusive, and fund recipients shall have flexibility to modify their abatement approach as needed and as new uses are discovered.

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (“*OUD*”) and any co-occurring Substance Use Disorder or Mental Health (“*SUD/MH*”) conditions through evidence-based or evidence-informed programs⁵ or strategies that may include, but are not limited to, those that:⁶

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication for Opioid Use Disorder (“*MOUD*”) ⁷ approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (“*ASAM*”) continuum of care for OUD and any co-occurring SUD/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including *MOUD*, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (“*OTPs*”) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.

⁵ Use of the terms “evidence-based,” “evidence-informed,” or “best practices” shall not limit the ability of recipients to fund innovative services or those built on culturally specific needs. Rather, recipients are encouraged to support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions.

⁶ As used in this Exhibit, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

⁷ Historically, pharmacological treatment for opioid use disorder was referred to as “Medication-Assisted Treatment” (“*MAT*”). It has recently been determined that the better term is “Medication for Opioid Use Disorder” (“*MOUD*”). This Exhibit will use “*MOUD*” going forward. Use of the term *MOUD* is not intended to and shall in no way limit abatement programs or strategies now or into the future as new strategies and terminology evolve.

5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Provide treatment of trauma for individuals with OUD (*e.g.*, violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (*e.g.*, surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
7. Support detoxification (detox) and withdrawal management services for people with OUD and any co-occurring SUD/MH conditions, including but not limited to medical detox, referral to treatment, or connections to other services or supports.
8. Provide training on MOUD for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH or mental health conditions.
10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Offer scholarships and supports for certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, licensed mental health counselors, and other mental and behavioral health practitioners or workers, including peer recovery coaches, peer recovery supports, and treatment coordinators, involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, continuing education, licensing fees, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (“*DATA 2000*”) to prescribe MOUD for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
13. Dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.
14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service for Medication–Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.
3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.

11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including but not limited to new Americans, African Americans, and American Indians.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)**

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund Screening, Brief Intervention and Referral to Treatment (“SBIRT”) programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MOUD in hospital emergency departments.
6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MOUD, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.

8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.
11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.
14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (“*PAARP*”);
 2. Active outreach strategies such as the Drug Abuse Response Team (“*DART*”) model;

3. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (“*LEAD*”) model;
 5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MOUD, and related services.
 3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.
 4. Provide evidence-informed treatment, including MOUD, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
 5. Provide evidence-informed treatment, including MOUD, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
 6. Support critical time interventions (“*CTI*”), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
 7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF THE PERINATAL POPULATION, CAREGIVERS, AND FAMILIES, INCLUDING BABIES WITH NEONATAL OPIOID WITHDRAWAL SYNDROME.

Address the needs of the perinatal population and caregivers with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with

neonatal opioid withdrawal syndrome (“*NOWS*”), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MOUD, recovery services and supports, and prevention services for the perinatal population—or individuals who could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to caregivers and families affected by Neonatal Opioid Withdrawal Syndrome.
2. Expand comprehensive evidence-based treatment and recovery services, including MOUD, for uninsured individuals with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Provide training for obstetricians or other healthcare personnel who work with the perinatal population and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for *NOWS* babies; expand services for better continuum of care with infant-caregiver dyad; and expand long-term treatment and services for medical monitoring of *NOWS* babies and their caregivers and families.
5. Provide training to health care providers who work with the perinatal population and caregivers on best practices for compliance with federal requirements that children born with *NOWS* get referred to appropriate services and receive a plan of safe care.
6. Provide child and family supports for caregivers with OUD and any co-occurring SUD/MH conditions, emphasizing the desire to keep families together.
7. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
8. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.
9. Provide support for Children’s Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs (“PDMPs”), including, but not limited to, improvements that:
 1. Increase the number of prescribers using PDMPs;
 2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or
 3. Enable states to use PDMP data in support of surveillance or intervention strategies, including MOUD referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation’s Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increasing electronic prescribing to prevent diversion or forgery.
8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse, including but not limited to focusing on risk factors and early interventions.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Funding community anti-drug coalitions that engage in drug prevention efforts.
6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (“*SAMHSA*”).
7. Engaging non-profits and faith-based communities as systems to support prevention.
8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health

workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities providing free naloxone to anyone in the community.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.

12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Law enforcement expenditures related to the opioid epidemic.
2. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
3. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

4. Provide resources to staff government oversight and management of opioid abatement programs.
5. Support multidisciplinary collaborative approaches consisting of, but not limited to, public health, public safety, behavioral health, harm reduction, and others at the state, regional, local, nonprofit, and community level to maximize collective impact.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).

7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (“*ADAM*”) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MOUD and their association with treatment engagement and treatment outcomes.

M. POST-MORTEM

1. Toxicology tests for the range of opioids, including synthetic opioids, seen in overdose deaths as well as newly evolving synthetic opioids infiltrating the drug supply.
2. Toxicology method development and method validation for the range of synthetic opioids observed now and in the future, including the cost of installation, maintenance, repairs and training of capital equipment.
3. Autopsies in cases of overdose deaths resulting from opioids and synthetic opioids.
4. Additional storage space/facilities for bodies directly related to opioid or synthetic opioid related deaths.
5. Comprehensive death investigations for individuals where a death is caused by or suspected to have been caused by an opioid or synthetic opioid overdose, whether intentional or accidental (overdose fatality reviews).
6. Indigent burial for unclaimed remains resulting from overdose deaths.
7. Navigation-to-care services for individuals with opioid use disorder who are encountered by the medical examiner’s office as either family and/or social network members of decedents dying of opioid overdose.
8. Epidemiologic data management and reporting to public health and public safety stakeholders regarding opioid overdose fatalities.

EXHIBIT B

Local Abatement Funds Allocation

Subdivision	Allocation Percentage
AITKIN COUNTY	0.5760578506020%
Andover city	0.1364919450741%
ANOKA COUNTY	5.0386504680954%
Apple Valley city	0.2990817344560%
BECKER COUNTY	0.6619330684437%
BELTRAMI COUNTY	0.7640787092763%
BENTON COUNTY	0.6440948102319%
BIG STONE COUNTY	0.1194868774775%
Blaine city	0.4249516912759%
Bloomington city	0.4900195550092%
BLUE EARTH COUNTY	0.6635420704652%
Brooklyn Center city	0.1413853902225%
Brooklyn Park city	0.2804136234778%
BROWN COUNTY	0.3325325415732%
Burnsville city	0.5135361296508%
CARLTON COUNTY	0.9839591749060%
CARVER COUNTY	1.1452829659572%
CASS COUNTY	0.8895681513437%
CHIPPEWA COUNTY	0.2092611794436%
CHISAGO COUNTY	0.9950193750117%
CLAY COUNTY	0.9428475281726%
CLEARWATER COUNTY	0.1858592042741%
COOK COUNTY	0.1074594959729%
Coon Rapids city	0.5772642444915%
Cottage Grove city	0.2810994719143%
COTTONWOOD COUNTY	0.1739065270025%
CROW WING COUNTY	1.1394859174804%
DAKOTA COUNTY	4.4207140602835%
DODGE COUNTY	0.2213963257778%
DOUGLAS COUNTY	0.6021779472345%
Duluth city	1.1502115379896%
Eagan city	0.3657951576014%
Eden Prairie city	0.2552171572659%
Edina city	0.1973054822135%
FARIBAULT COUNTY	0.2169409335358%
FILLMORE COUNTY	0.2329591105316%
FREEBORN COUNTY	0.3507169823793%
GOODHUE COUNTY	0.5616542387089%

Subdivision	Allocation Percentage
GRANT COUNTY	0.0764556498477%
HENNEPIN COUNTY	19.0624622261821%
HOUSTON COUNTY	0.3099019273452%
HUBBARD COUNTY	0.4582368775192%
Inver Grove Heights city	0.2193400520297%
ISANTI COUNTY	0.7712992707537%
ITASCA COUNTY	1.1406408131328%
JACKSON COUNTY	0.1408950443531%
KANABEC COUNTY	0.3078966749987%
KANDIYOHI COUNTY	0.1581167542252%
KITTSOON COUNTY	0.0812834506382%
KOOCHICHING COUNTY	0.2612581865885%
LAC QUI PARLE COUNTY	0.0985665133485%
LAKE COUNTY	0.1827750320696%
LAKE OF THE WOODS COUNTY	0.1123105027592%
Lakeville city	0.2822249627090%
LE SUEUR COUNTY	0.3225703347466%
LINCOLN COUNTY	0.1091919983965%
LYON COUNTY	0.2935118186364%
MAHNOMEN COUNTY	0.1416417687922%
Mankato city	0.3698584320930%
Maple Grove city	0.1814019046900%
Maplewood city	0.1875101678223%
MARSHALL COUNTY	0.1296352091057%
MARTIN COUNTY	0.2543064014046%
MCLEOD COUNTY	0.1247104517575%
MEEKER COUNTY	0.3744031515243%
MILLE LACS COUNTY	0.9301506695846%
Minneapolis city	4.8777618689374%
Minnetonka city	0.1967231070869%
Moorhead city	0.4337377037965%
MORRISON COUNTY	0.7178981419196%
MOWER COUNTY	0.5801769148506%
MURRAY COUNTY	0.1348775389165%
NICOLLET COUNTY	0.1572381052896%
NOBLES COUNTY	0.1562005111775%
NORMAN COUNTY	0.1087596675165%
North St. Paul city	0.0575844069340%
OLMSTED COUNTY	1.9236715094724%
OTTER TAIL COUNTY	0.8336175418789%
PENNINGTON COUNTY	0.3082576394945%
PINE COUNTY	0.5671222706703%

Subdivision	Allocation Percentage
PIPESTONE COUNTY	0.1535154503112%
Plymouth city	0.1762541472591%
POLK COUNTY	0.8654291473909%
POPE COUNTY	0.1870129873102%
Proctor city	0.0214374127881%
RAMSEY COUNTY	7.1081424150498%
RED LAKE COUNTY	0.0532649128178%
REDWOOD COUNTY	0.2809842366614%
RENVILLE COUNTY	0.2706888807449%
RICE COUNTY	0.2674764397830%
Richfield city	0.2534018444052%
Rochester city	0.7363082848763%
ROCK COUNTY	0.2043437335735%
ROSEAU COUNTY	0.2517872793025%
Roseville city	0.1721905548771%
Savage city	0.1883576635033%
SCOTT COUNTY	1.3274301645797%
Shakopee city	0.2879873611373%
SHERBURNE COUNTY	1.2543449471994%
SIBLEY COUNTY	0.2393480708456%
ST LOUIS COUNTY	4.7407767169807%
St. Cloud city	0.7330089009029%
St. Louis Park city	0.1476314588229%
St. Paul city	3.7475206797569%
STEARNS COUNTY	2.4158085321227%
STEELE COUNTY	0.3969975262520%
STEVENS COUNTY	0.1439474275223%
SWIFT COUNTY	0.1344167568499%
TODD COUNTY	0.4180909816781%
TRAVERSE COUNTY	0.0903964133868%
WABASHA COUNTY	0.3103038996965%
WADENA COUNTY	0.2644094336575%
WASECA COUNTY	0.2857912156338%
WASHINGTON COUNTY	3.0852862512586%
WATONWAN COUNTY	0.1475626355615%
WILKIN COUNTY	0.0937962507119%
WINONA COUNTY	0.7755267356126%
Woodbury city	0.4677270171716%
WRIGHT COUNTY	1.6985269385427%
YELLOW MEDICINE COUNTY	0.1742264836427%