

CITY COUNCIL AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Monday, August 15th, 2022 @ 7:30pm

The public is invited to attend these meetings in person

Attend by phone **City Council**: 1-844-992-4726 Meeting Access Code: 2491 429 6181

Attend by phone **Safety and Public Works Committee 7:15 PM**: 1-844-992-4726 Meeting
Access Code: 2494 130 9992

Attend by phone: **Personnel and Finance Committee 7:00 PM**: 1-844-992-4726 Meeting
Access Code: 2481 381 9708

Meeting is also televised on CTC Cable channel 8 and streamed live on
YouTube: www.youtube.com/CityOfBrainerdMN

1. Call To Order

2. Roll Call

_____ M. O'Day _____ K. Stunek _____ G. Johnson _____ W. Bieser

_____ T. Stenglein _____ T. Erickson _____ K. Bevans _____ Mayor
Badeaux

3. Pledge Of Allegiance

4. Approval Of Agenda - Voice Vote

5. Consent Calendar

NOTICE TO PUBLIC - all matters listed are considered routine by the Council and will all be enacted by one (1) motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Council votes on the motion to be ADOPTED BY ROLL CALL

A. **Approval Of Bills**

Documents:

081522 COUNCIL INV REGISTER.pdf
JULY 2022 PREPAIDS REGISTER.pdf

B. **Approval Of Minutes**

Documents:

2022-08-01CC Draft.pdf
2022-08-11 CC Draft.pdf

C. Approval Of Licenses

Contractor Licenses-

Documents:

20220815 Contractor Licenses.pdf

D. Department Activity Reports

Documents:

PD Report.pdf

IT Report .pdf

CDD Report.pdf

E. Minnesota Lawful Gambling Application For Exempt Permit- Submitted By Central Lakes College Foundation, 501 West College Dr, For An Event To Be Held On December 26, 2022

F. Temporary On-Sale Liquor License Application- Submitted By SE'z LLC For An Event To Be Held On October 7th, 2022 At The Brainerd Armory 1115 Wright Street, Brainerd, MN 56401

6. Council Committee Reports

A. Safety And Public Works Committee 7:15 PM

Documents:

08-15 SPW Agenda.pdf

1. Approve Event/ Street Closure Application- Warrior Homecoming 5K

Documents:

SPW - Homecoming.pdf

2. Approve Event/Street Closure Application - Touch-A-Truck

Documents:

SPW - Touch-a-Truck.pdf

3. Approve Event/Street Closure Application- Bataan Memorial March

Documents:

SPW - Bataan.pdf

4. Approve Change Order 2 For Improvement 19-02 - Cuyuna Lakes State Trail NP Center Segment

Documents:

SPW - CLST CO2.pdf

B. Personnel And Finance Committee 7:00 PM

WebEx Teleconference Call-In Information

Call Toll-Free: 1-844-992-4726 Access Code: 2481 381 9708

Documents:

08-15 PF Agenda.pdf

1. Accept The Retirement Of Parks Administrative Specialist Kimberly Finch

Documents:

PF -Retirement of Parks Specialist.pdf

2. Authorize Staff To Negotiate A Memorandum Of Agreement (MOA) For Acting Transit Coordinator

Documents:

PF - MOA Acting Transit Coordinator.pdf

3. Accept Resignation Of Community Service Officer (CSO) And Request To Hire

Documents:

PF- CSO Resignation.pdf

4. Approval Of Updated Organizational Chart

Documents:

PF -Updated Organizational Chart.pdf

5. Consider Approval Of The Telecommuting/Remote Work Policy

Documents:

PF- Telecommuting Policy.pdf

6. Authorization To Sign Updated Heartland Animal Rescue Team (HART) Impound Contract

Documents:

PF-HART.pdf

7. Consider Requests By Habitat For Forgiveness Of Assessments And Loan

Documents:

PF-Habitat.pdf

8. 2021 Tax Increment Financing (TIF) Report Summary - Informational

Documents:

PF-Annual TIF Report.pdf

7. **Unfinished Business**

- A. **Committee Resignations**

Keith Riedel- Airport Commission

- B. **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 – 2 terms (Expire 2022) 1 term (Expire 2024)

Charter Commission – 1 term (Expire 2022) 1 term (Expire 2025)

Rental Dwelling License Board of Appeals – 2 terms (Expire 2022)

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

Economic Development Authority (EDA) – 1 term (Expire 2022) 1 term (Expire 2026)

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

Planning Commission—1 term (Expire 2023)

Ad Hoc Committees – Applicants Needed

Water Tower Fundraising Committee – 1 position

8. **Public Forum**

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

9. **Staff Reports**

(Verbal: Any Updates since Packet)

10. **Mayor's Report**

Documents:

First Congregational 150th Proc.pdf

11. **Council Member Reports**

12. **Adjourn To Closed Session Pursuant MN Statute 13D.05 Subd. 3(C)(3) To Develop Offers For Purchase Of Temporary Construction Easement At 124 6th Street North, Brainerd, MN 56401**

13. **Adjourn To Closed Session Pursuant To MN Statutes 13D.05, Subd. 3 (B) For Attorney/Client Privilege To Discuss IAFF Lawsuit**

14. **Adjourn To Closed Session Pursuant To MN Statute 13D.03 To Discuss Labor Negotiation Strategy.**

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

MISSION

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

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

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EXP CHECK RUN DATES 08/15/2022 - 08/15/2022

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
308030 72721	ACE HARDWARE CHIPPER BOX PAINT 235-3100-42220	07/29/2022 pziemer REPAIR & MAINT	08/17/2022	79.09 79.09	79.09	Open	N 08/17/2022
306847 72724	ACE HARDWARE HISTORIC WATER TOWER KEYS FOR CONSTR 235-3100-43430	07/01/2022 pziemer MISCELLANEOUS	08/17/2022	14.34 14.34	14.34	Open	N 08/17/2022
308102 72739	ACE HARDWARE STAPLES 225-2120-42220	08/02/2022 pziemer REPAIR & MAINT	08/17/2022	13.49 13.49	13.49	Open	N 08/17/2022
308104 72740	ACE HARDWARE CREDIT - RETURNED STAPLES 225-2120-42220	08/02/2022 pziemer REPAIR & MAINT	08/17/2022	(13.49) (13.49)	(13.49)	Open	N 08/17/2022
308190 72770	ACE HARDWARE METRIC TAPE MEASURE 235-3100-42220	08/05/2022 pziemer REPAIR & MAINT	08/17/2022	16.19 16.19	16.19	Open	N 08/17/2022
308156 72774	ACE HARDWARE PAPER TOWELS, VEG KILLER 225-2120-42210	08/04/2022 pziemer OPERATING SUPPLIES	08/18/2022	58.48 58.48	58.48	Open	N 08/17/2022
308269 72829	ACE HARDWARE BATTERIES FOR ELECTION- BOOTH LIGHTS 101-1410-43430	08/09/2022 pziemer MISCELLANEOUS	08/17/2022	31.98 31.98	31.98	Open	N 08/17/2022
308275 72830	ACE HARDWARE ELECTIONS - BATTERIES FOR LIGHTS - B 101-1410-43430	08/09/2022 pziemer MISCELLANEOUS	08/17/2022	17.99 17.99	17.99	Open	N 08/17/2022
308312 72923	ACE HARDWARE CHAINSAW AIR FILTERS 235-3100-42220	08/10/2022 pziemer REPAIR & MAINT	08/17/2022	59.94 59.94	59.94	Open	N 08/17/2022
6574221689629 72773	ADVANCE AUTO PARTS TRACTOR 110 STROBE BULB 235-3100-42220	08/04/2022 pziemer REPAIR & MAINT	08/17/2022	10.35 10.35	10.35	Open	N 08/17/2022

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6574221789696 72776	ADVANCE AUTO PARTS TRACTOR 110 MOWER BELTS 235-3100-42220	08/05/2022 pziemer	08/17/2022	142.52 142.52	142.52	Open	N 08/17/2022
111062 72772	AMERICAN STEEL SUPPLY INC REBAR - JAYCEES PARK, PLAYGROUND INST 400-9050-45530	08/01/2022 pziemer	08/17/2022	162.60 162.60	162.60	Open	N 08/17/2022
08691551 72921	AMERICAN WELDING-GAS INC CO CYLINDER RENTAL 235-3100-42220	07/31/2022 pziemer	08/17/2022	80.80 80.80	80.80	Open	N 08/17/2022
883740/2022 72782	APWA-MN CHAPTER J. DEHN 11/01/22-10/31/23 RENEWAL M 101-1700-43433	08/03/2022 pziemer	08/17/2022	277.50 277.50	277.50	Open	N 08/17/2022
2530033738 72720	ARAMARK UNIFORM SERVICES RUGS AND OVERALLS 235-3100-43430	07/28/2022 pziemer	08/17/2022	81.62 81.62	81.62	Open	N 08/17/2022
22.10012 72741	ASL INTERPRETING SERVICES INC INTERPRETING SERVICES 225-2120-43300	08/01/2022 pziemer	08/17/2022	20.00 20.00	20.00	Open	N 08/17/2022
0550712-IN 72777	BEACON ATHLETICS FOLDABLE BAT BOX TEMPLATE 230-5200-42221	07/01/2022 pziemer	08/17/2022	411.00 411.00	411.00	Open	N 08/17/2022
605558 72725	BECKER ARENA PRODUCTS MMP HOCKEY RINK DASHER SYSTEM - REMA 400-9050-45510	07/29/2022 pziemer	08/17/2022	7,921.40 7,921.40	7,921.40	Open	N 08/17/2022
72022 72815	BLUE SKY TRANSIT JULY 2022 THIRD PARTY SERVICES 203-9000-42212 203-9000-43401 203-9000-43440	07/31/2022 pziemer	08/17/2022	103,765.05 5,120.24 11,543.08 87,101.73	103,765.05	Open	N 08/17/2022
JULY 2022 72765	BRAINERD LAKES AREA DEV C JUL 22 ECONOMIC DEVELOPMENT CONSULTIN 295-6510-43300	08/01/2022 pziemer	08/17/2022	2,916.67 2,916.67	2,916.67	Open	N 08/17/2022

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202207125314 72779	BRAINERD PUBLIC UTILITIES 2' TAP - MSP TRAILHEAD PARK 401-9030-45530-21:16	07/31/2022 pziemer	08/17/2022	600.00 600.00	600.00	Open	N 08/17/2022
	CAPITAL-PYMTS TO CONTRACTS			600.00			
8/22 SALES TAX/BAXTE 72797	BRAINERD PUBLIC UTILITIES REMIT CITY/BAXTER 8/22 SALES TAX REV 237-0000-33600	08/08/2022 pziemer	08/17/2022	186,761.53 186,761.53	186,761.53	Open	N 08/17/2022
	REV FROM OTHER GOVTS			186,761.53			
8/10/22 72927	BRAINERD PUBLIC UTILITIES REMIT LOCAL SALES TAX THRU 8/10/22 251-9360-43467	08/10/2022 pziemer	08/17/2022	145,879.56 145,879.56	145,879.56	Open	N 08/17/2022
	REMIT LOCAL SALES TAX COLLECT			145,879.56			
B303469 72761	BRAUN INTERTEC CORP IMP 19-02 PROF SVCS THRU 7/22/22 401-1902-43300	08/01/2022 pziemer	08/17/2022	2,094.80 2,094.80	2,094.80	Open	N 08/17/2022
	PROFESSIONAL SERVICES			2,094.80			
1014 72726	CARLSON HAYES GROUP EOP TABLETOP EXERCISE 225-2500-43330	08/01/2022 pziemer	08/17/2022	575.00 575.00	575.00	Open	N 08/17/2022
	PROFESSIONAL DEVELOPMENT			575.00			
42495 72934	CARR'S TREE SERVICE INC 924 7TH AVE - TREE ABATEMENT 101-2400-43405	08/08/2022 pziemer	08/17/2022	1,825.00 1,825.00	1,825.00	Open	N 08/17/2022
	NUISANCES			1,825.00			
BR89743 72807	CDW GOVERNMENT, INC EXTENSION CORD AND	07/27/2022 pziemer	08/17/2022	210.23	210.23	Open	N 08/17/2022
8000092166-0/7-22/CD 72783	CENTERPOINT ENERGY 6/16/22-7/18/22 CITY HALL/ANNEX UTIL 101-1940-43380 101-1940-43380	07/26/2022 pziemer	08/17/2022	170.12 146.60 23.52	170.12	Open	N 08/17/2022
	UTILITIES			146.60			
	UTILITIES			23.52			
8000092166-0/7-22/ST 72784	CENTERPOINT ENERGY 6/16/22-7/18/22 STREET DEPT UTILITIE 235-3100-43380	07/26/2022 pziemer	08/17/2022	65.18 65.18	65.18	Open	N 08/17/2022
	UTILITIES			65.18			
8000092166-0/7-22/FD 72785	CENTERPOINT ENERGY 6/16/22-7/18/22 FIRE DEPT UTILITIES 225-2220-43380 225-2220-43380	07/26/2022 pziemer	08/17/2022	67.96 29.67 38.29	67.96	Open	N 08/17/2022
	UTILITIES			29.67			
	UTILITIES			38.29			

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8000092166-0/7-22/PD 72786	CENTERPOINT ENERGY 6/16/22-7/18/22 POLICE DEPT UTILITIES 225-2120-43380	07/26/2022 pziemer	08/17/2022	24.75 24.75	24.75	Open	N 08/17/2022
8000092166-0/7-22/LI 72787	CENTERPOINT ENERGY 6/16/22-7/18/22 LIBRARY UTILITIES 211-5500-43380	07/26/2022 pziemer	08/17/2022	68.74 68.74	68.74	Open	N 08/17/2022
8000092166-0/7-22/PK 72788	CENTERPOINT ENERGY 6/16/22-7/18/22 PARKS DEPT UTILITIES 230-5200-43380	07/26/2022 pziemer	08/17/2022	33.37 33.37	33.37	Open	N 08/17/2022
3355904 72735	CLIFTONLARSONALLEN LLP 2021 AUDIT SERVICES 101-9200-43300	07/26/2022 pziemer	08/17/2022	3,150.00 3,150.00	3,150.00	Open	N 08/17/2022
22-108353 72803	COLLINS BROTHERS TOWING TOW TRUCK #103 FOR REPAIRS TO SAUK RIVER 235-3100-42220	07/27/2022 pziemer	08/17/2022	593.31 593.31	593.31	Open	N 08/17/2022
22-106436 72909	COLLINS BROTHERS TOWING TOW - ENGINE #21 225-2220-42220	07/03/2022 pziemer	08/17/2022	325.00 325.00	325.00	Open	N 08/17/2022
1321 72910	CORE PROFESSIONAL SERVICES NEW HIRE EVALUATIONS - N. ANDERSON 225-2220-43300	07/16/2022 pziemer	08/17/2022	250.00 250.00	250.00	Open	N 08/17/2022
1323 72911	CORE PROFESSIONAL SERVICES NEW HIRE EVALUATION A. MOBERG 225-2220-43300	07/16/2022 pziemer	08/17/2022	250.00 250.00	250.00	Open	N 08/17/2022
1326 72912	CORE PROFESSIONAL SERVICES NEW HIRE EVALUATION T. OGREN 225-2220-43300	07/21/2022 pziemer	08/17/2022	250.00 250.00	250.00	Open	N 08/17/2022
1327 72922	CORE PROFESSIONAL SERVICES NEW HIRE EVALUATIONS - I. HIGH 225-2220-43300	07/21/2022 pziemer	08/17/2022	250.00 250.00	250.00	Open	N 08/17/2022

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5297 72778	CWC HIGHWAY DEPT 2022 CRACK SEALING PARKING LOTS - CIP 401-9030-45530-22:02	08/01/2022 pziemer	08/17/2022	946.27 946.27	946.27	Open	N 08/17/2022
5293 72781	CWC HIGHWAY DEPT JULY 2022 TRANSIT FUEL 203-9000-42212 203-9000-42212	08/01/2022 pziemer MOTOR FUELS MOTOR FUELS	08/17/2022	7,383.21 6,712.01 671.20	7,383.21	Open	N 08/17/2022
5280/CD 72736	CWC TREASURER AUG 2022 SHARED SERVICES 101-9200-43300	08/01/2022 pziemer PROFESSIONAL SERVICES	08/17/2022	7,425.00 7,425.00	7,425.00	Open	N 08/17/2022
5280/LIB 72737	CWC TREASURER AUG 22 SHARED SERVICES 211-5500-43300	08/01/2022 pziemer PROFESSIONAL SERVICES	08/17/2022	625.00 625.00	625.00	Open	N 08/17/2022
JULY 2022 72763	DESTINATION DOWNTOWN BRAINERD COALI JUL 22 DESTINATION DOWNTOWN BUSINESS 295-6510-43300	08/01/2022 pziemer PROFESSIONAL SERVICES	08/17/2022	1,945.83 1,945.83	1,945.83	Open	N 08/17/2022
FBN4532710/ENG 72798	ENTERPRISE FM TRUST AUG 22 ENG DEPT VEHICLE LEASES 101-1700-43331	08/03/2022 pziemer LEASE PAYMENTS	08/17/2022	1,068.82 1,068.82	1,068.82	Open	N 08/17/2022
FBN4532710/COMDEV 72799	ENTERPRISE FM TRUST AUG 22 COM DEV/CITY VEHICLE LEASES 101-1940-43331 101-2400-43331	08/03/2022 pziemer LEASE PAYMENTS LEASE EXPENSE	08/17/2022	615.21 257.60 357.61	615.21	Open	N 08/17/2022
FBN4532710/FD 72800	ENTERPRISE FM TRUST AUG 22 FIRE DEPT VEHICLE LEASES 225-2220-43331	08/03/2022 pziemer LEASED PAYMENTS	08/17/2022	1,473.58 1,473.58	1,473.58	Open	N 08/17/2022
FBN4532710/PARKS 72801	ENTERPRISE FM TRUST AUG 22 PARK DEPT VEHICLE LEASES 230-5200-43331	08/03/2022 pziemer LEASE PAYMENTS	08/17/2022	2,034.69 2,034.69	2,034.69	Open	N 08/17/2022
FBN4532710/STRTS 72802	ENTERPRISE FM TRUST AUG 22 STREET DEPT VEHICLE LEASES 235-3100-43331 237-3190-43331	08/03/2022 pziemer LEASE PAYMENTS LEASE PAYMENTS	08/17/2022	3,226.60 2,600.59 626.01	3,226.60	Open	N 08/17/2022

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FBN4532710/PD 72816	ENTERPRISE FM TRUST AUG 22 POLICE DEPT VEHICLE LEASES 225-2120-43331	08/03/2022 pziemer	08/17/2022	9,021.83 9,021.83	9,021.83	Open	N 08/17/2022
MNBAX255550 72723	FASTENAL COMPANY HEXNUTS 230-5200-42220	07/21/2022 pziemer	08/17/2022	8.49 8.49	8.49	Open	N 08/17/2022
8/10/22 72917	FINDLAY, RAHN REIMBURSE - OPEN HOUSE WATER SPRAY BCP 225-2220-43430	08/10/2022 pziemer	08/17/2022	113.11 113.11	113.11	Open	N 08/17/2022
80663-1 72809	FORUM COMMUNICATIONS COMPANY NOH: CONDITIONAL USE - KUBESH DAYCARE 101-2400-43350	07/20/2022 pziemer	08/17/2022	65.15 65.15	65.15	Open	N 08/17/2022
80654-1 72810	FORUM COMMUNICATIONS COMPANY ORD 1535 - ZONING ORDINANCE 101-2400-43350	07/07/2022 pziemer	08/17/2022	170.51 170.51	170.51	Open	N 08/17/2022
80648-1 72811	FORUM COMMUNICATIONS COMPANY NOH: WARMING SHELTER 101-2400-43350	07/07/2022 pziemer	08/17/2022	55.47 55.47	55.47	Open	N 08/17/2022
80660-1 72812	FORUM COMMUNICATIONS COMPANY NOH: VARIANCE REQ. -RANDALL 101-2400-43350	07/07/2022 pziemer	08/17/2022	51.87 51.87	51.87	Open	N 08/17/2022
79988-1 72813	FORUM COMMUNICATIONS COMPANY SUMMARY FINANCIAL REPORT 2021 101-9200-43350	07/05/2022 pziemer	08/17/2022	167.54 167.54	167.54	Open	N 08/17/2022
154011496-1 72758	GRANITE ELECTRONICS MINITOR V REPAIRS 225-2220-42220	07/28/2022 pziemer	08/17/2022	60.50 60.50	60.50	Open	N 08/17/2022
154011318-1 72759	GRANITE ELECTRONICS MINITOR V REPAIRS 225-2220-42220	07/15/2022 pziemer	08/17/2022	221.50 221.50	221.50	Open	N 08/17/2022

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154010505-1 72924	GRANITE ELECTRONICS TRANSIT RADIO REPAIRS 203-9000-42210	07/01/2022 pziemer	08/17/2022	52.00 52.00	52.00	Open	N 08/17/2022
2398192 72760	GUARDIAN PEST CONTROL INC PEST CONTROL 225-2220-43300	08/03/2022 pziemer	08/17/2022	59.00 59.00	59.00	Open	N 08/17/2022
JULY 2022 72831	HEARTLAND ANIMAL RESCUE JUL 22 ANIMAL BOARDING/IMPOUND 225-2700-43430 225-2700-43300	07/30/2022 pziemer	08/17/2022	2,955.00 1,143.00 1,812.00	2,955.00	Open	N 08/17/2022
3034000 72742	HEARTLAND TIRE INC. SQD 442 - TIRE REPAIR 225-2120-42221	08/01/2022 pziemer	08/17/2022	37.55 37.55	37.55	Open	N 08/17/2022
3034162 72818	HEARTLAND TIRE INC. SQD 443 - TIRE REPAIR 225-2120-42221	08/08/2022 pziemer	08/17/2022	37.55 37.55	37.55	Open	N 08/17/2022
3034163 72819	HEARTLAND TIRE INC. SPEED MESSAGE TRAILER TIRES 225-2120-42221	08/08/2022 pziemer	08/17/2022	177.98 177.98	177.98	Open	N 08/17/2022
67763 72926	HOLDEN ELECTRIC GREGORY FOUNTAIN PUMP-ELECTRICIAN LAI 230-5200-42220	08/05/2022 pziemer	08/17/2022	175.13 175.13	175.13	Open	N 08/17/2022
154707 72795	HRGREEN IMP 21-11, MN-MS4 PROF SVCS THRU 7/31/22 401-9030-43300-21:11	08/08/2022 pziemer	08/17/2022	394.00 394.00	394.00	Open	N 08/17/2022
154708 72796	HRGREEN IMP 21-15 BUFFALO GULLY THRU 7/31/22 401-9030-43300-21:15	08/08/2022 pziemer	08/17/2022	6,180.00 6,180.00	6,180.00	Open	N 08/17/2022
IN3889402 72789	INNOVATIVE OFFICE SOLUTIONS LLC OFFICE SUPPLIES - MARKERS/PENS/PAPER 225-2120-42200	08/05/2022 pziemer	08/17/2022	86.69 86.69	86.69	Open	N 08/17/2022

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8/3/22 72790	JASON GROSS PRIZES - BAGS WITH BADGES 225-2120-42210	08/03/2022 pziemer OPERATING SUPPLIES	08/17/2022	700.00 700.00	700.00	Open	N 08/17/2022
IN142945 72913	JEFFERSON FIRE & SAFETY TOG PANTS/COATS X6 225-2220-42250	08/04/2022 pziemer PERSONAL PROTECTIVE GEAR	08/17/2022	18,526.67 18,526.67	18,526.67	Open	N 08/17/2022
168753 72733	KENNEDY & GRAVEN SALE OF INDUSTRIAL PARK LOTS - P&D 295-0000-20600	07/27/2022 pziemer DEPOSITS PAYABLE	08/17/2022	44.00 44.00	44.00	Open	N 08/17/2022
10700 72914	KIRVIDA FIRE INC T20 PUMP TEST 225-2220-42220	08/03/2022 pziemer REPAIR & MAINT	08/17/2022	350.00 350.00	350.00	Open	N 08/17/2022
10699 72915	KIRVIDA FIRE INC E3 PUMP TEST 225-2220-42220	08/03/2022 pziemer REPAIR & MAINT	08/17/2022	350.00 350.00	350.00	Open	N 08/17/2022
10698 72916	KIRVIDA FIRE INC E21 PUMP TEST 225-2220-42220	08/03/2022 pziemer REPAIR & MAINT	08/17/2022	350.00 350.00	350.00	Open	N 08/17/2022
19:02 PAY REQ 4 72920	KNIFE RIVER PAY REQ 4 IMP 19-02 401-1902-45530	08/09/2022 pziemer PYMTS TO CONTRACTORS	08/17/2022	28,850.22 28,850.22	28,850.22	Open	N 08/17/2022
12128 72748	LAKES AREA LOCK & DOOR HARDWARE, IN KEYS 225-2120-42220	07/20/2022 pziemer REPAIR & MAINT	08/17/2022	20.00 20.00	20.00	Open	N 08/17/2022
22991 72833	LANDSBURG LANDSCAPE NURSERY INC REPLACEMENT MEMORIAL TREE - SPICER 230-5200-42220	08/05/2022 pziemer REPAIR & MAINT	08/17/2022	349.99 349.99	349.99	Open	N 08/17/2022
40001339/3RD QTR 22 72780	LEAGUE MN CITIES INS TRUS PROPERTY/LIABILITY INSURANCE 3RD QTR 101-1400-43361 101-1700-43361 101-1700-43363 101-1800-43361	08/01/2022 pziemer INS - GENERAL LIABILITY INS - GENERAL LIABILITY INS - AUTO INS - GENERAL LIABILITY	08/17/2022	51,609.25 359.50 197.25 159.50 140.25	51,609.25	Open	N 08/17/2022

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	GL Distribution						
	101-1940-43361	INS - GENERAL LIABILITY		12.25			
	101-2400-43361	INS - GENERAL LIABILITY		288.75			
	101-2400-43363	INS - AUTO		283.50			
	101-9200-43361	INS - GENERAL LIABILITY		3,568.00			
	101-9200-43362	INS - PROPERTY		5,634.75			
	101-9200-43363	INS - AUTO		136.25			
	101-9200-43365	INS - OTHER		357.00			
	203-9000-43361	INS - GENERAL LIABILITY		418.25			
	203-9000-43363	INS - AUTO		2.25			
	203-9000-43365	INS - OTHER		70.00			
	225-2120-43361	INS - GENERAL LIABILITY		13,201.50			
	225-2120-43362	INS - PROPERTY		940.75			
	225-2120-43363	INS - AUTO		6,918.00			
	225-2120-43365	INS - OTHER		330.25			
	225-2220-43361	INS - GENERAL LIABILITY		413.75			
	225-2220-43362	INS - PROPERTY		1,055.25			
	225-2220-43363	INS - AUTO		1,394.50			
	225-2220-43365	INS - OTHER		351.25			
	235-3100-43361	INS - GENERAL LIABILITY		2,219.25			
	235-3100-43362	INS - PROPERTY		634.50			
	235-3100-43363	INS - AUTO		1,019.50			
	235-3100-43365	INS - OTHER		807.25			
	230-5200-43361	INS - GENERAL LIABILITY		623.50			
	230-5200-43362	INS - PROPERTY		4,569.75			
	230-5200-43363	INS - AUTO		575.00			
	230-5200-43365	INS - OTHER		278.75			
	211-5500-43361	INS - GENERAL LIABILITY		157.25			
	211-5500-43362	INS - PROPERTY		2,136.75			
	211-5500-43365	INS - OTHER		202.25			
	237-3190-43361	INS - GENERAL LIABILITY		634.00			
	237-3190-43362	INS - PROPERTY		181.25			
	237-3190-43363	INS - AUTO		291.25			
	237-3190-43365	INS - OTHER		230.75			
	238-3160-43361	INS - GENERAL LIABILITY		317.00			
	238-3160-43362	INS - PROPERTY		90.75			
	238-3160-43363	INS - AUTO		145.75			
	238-3160-43365	INS - OTHER		115.25			
	295-6510-43361	INS - GENERAL LIABILITY		21.75			
	260-9020-43361	INS - GENERAL LIABILITY		125.00			
W10640 72729	MACQUEEN EQUIPMENT INC VACTOR DIAGNOSIS & SOFTWARE UPDATE 237-3190-42220	08/01/2022 pziemer REPAIR & MAINT	08/17/2022	3,430.51 3,430.51	3,430.51	Open	N 08/17/2022
P43850 72730	MACQUEEN EQUIPMENT INC VACTOR JET HOSE SWAGE & PUSHER 237-3190-42220	07/27/2022 pziemer REPAIR & MAINT	08/17/2022	1,530.74 1,530.74	1,530.74	Open	N 08/17/2022

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P44066 72771	MACQUEEN EQUIPMENT INC VACTOR RODDER VALVE REPLACEMENT 237-3190-42220 REPAIR & MAINT	08/05/2022 pziemer	08/17/2022	758.50 758.50	758.50	Open	N 08/17/2022
479575094 72933	MARCO FINANCING COPIER CONTRACT 2ND FLOOR CITY HALL 101-1800-43331 LEASE PAYMENTS	08/05/2022 pziemer	08/17/2022	1,269.79 1,269.79	1,269.79	Open	N 08/17/2022
79831 72731	MENARDS VACTOR CHAIN-VICE 237-3190-42220 REPAIR & MAINT	08/02/2022 pziemer	08/17/2022	319.99 319.99	319.99	Open	N 08/17/2022
79752 72805	MENARDS - BAXTER TIMBER SCREWS-JCP PLAYGROUND 400-9050-45530 CAPITAL - OTHER	08/01/2022 pziemer	08/17/2022	188.93 188.93	188.93	Open	N 08/17/2022
8/12/22 72932	MICKY'S PIZZA - J&T FOOD SERVICE PRIMARY ELECTION - JUDGE MEALS 101-1410-43430 MISCELLANEOUS	08/11/2022 pziemer	08/17/2022	443.81 443.81	443.81	Open	N 08/17/2022
571516 72728	MILLS MOTORS INC E3 ENGINE OIL LEAK REPAIR 225-2220-42220 REPAIR & MAINT	07/28/2022 pziemer	08/17/2022	1,559.23 1,559.23	1,559.23	Open	N 08/17/2022
2022 72930	MN FALL EXPO 2022 MN FALL EXPO REGISTRATION 235-3100-43330 PROFESSIONAL DEVELOPMENT	08/11/2022 pziemer	08/17/2022	270.00 270.00	270.00	Open	N 08/17/2022
29306 72743	MOTORS-N-MORE SQD 430 - FRONT END BOLT CHECK 225-2120-42221 SQUAD CAR REPAIR SUPPLIES	07/29/2022 pziemer	08/17/2022	107.00 107.00	107.00	Open	N 08/17/2022
29307 72744	MOTORS-N-MORE SQD 430 - OIL CHANGE 225-2120-42221 SQUAD CAR REPAIR SUPPLIES	07/29/2022 pziemer	08/17/2022	23.00 23.00	23.00	Open	N 08/17/2022
29313 72745	MOTORS-N-MORE SQD 433 OIL CHANGE 225-2120-42221 SQUAD CAR REPAIR SUPPLIES	08/02/2022 pziemer	08/17/2022	23.00 23.00	23.00	Open	N 08/17/2022

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29334 72918	MOTORS-N-MORE SQD 431 WATER PUMP & OIL CHANGE 225-2120-42221	08/09/2022 pziemer	08/17/2022	436.93 436.93	436.93	Open	N 08/17/2022
28335 72929	MOTORS-N-MORE SQD 430 - BRAKE CALIPER & PADS 225-2120-42221	08/10/2022 pziemer	08/17/2022	303.57 303.57	303.57	Open	N 08/17/2022
PAY REQ 2 - STRTS 72526	NOR-SON, INC. ST & SWR REMODEL PAY REQ 2 400-2001-45530	07/06/2022 pziemer	08/17/2022	195,969.80 195,969.80	195,969.80	Open	N 08/17/2022
361367 72722	NUSS TRUCK & EQUIPMENT TRUCK 103 STARTING DIAGNOSIS 235-3100-42220	07/28/2022 pziemer	08/17/2022	389.12 389.12	389.12	Open	N 08/17/2022
322689-0 72762	OFFICE SHOP LIBRARY COPIER CONTRACT 211-5505-43430	07/27/2022 pziemer	08/17/2022	91.42 91.42	91.42	Open	N 08/17/2022
1115177-0 72769	OFFICE SHOP CERTIFICATES EMPLOYEE WELLNESS AWARDS 278-6515-43430	08/04/2022 pziemer	08/17/2022	43.35 43.35	43.35	Open	N 08/17/2022
1115177-1 72808	OFFICE SHOP WELLNESS AWARD PAPER 278-6515-43430	08/08/2022 pziemer	08/17/2022	18.20 18.20	18.20	Open	N 08/17/2022
IN00044085 72919	PACE SYSTEMS INC SCHEDULING SOFTWARE 9/7/22-10/6/23 225-0000-15510 225-2120-43309	08/04/2022 pziemer	08/17/2022	2,576.00 1,932.00 644.00	2,576.00	Open	N 08/17/2022
233789 72806	PEOPLES SECURITY ANNUAL ALARM MONITORING 230-5200-42210	07/31/2022 pziemer	08/17/2022	263.88 263.88	263.88	Open	N 08/17/2022
3027 72804	PRINT SHOP INK AP/PAYROLL CHECKS 101-1400-42200	07/28/2022 pziemer	08/17/2022	637.89 637.89	637.89	Open	N 08/17/2022

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JUNE 22 72928	RATWIK, ROSZAK AND MALONEY JUNE 2022 RETAINER/SPECIAL SERVICES pziemer 101-1610-43301 CITY ATTORNEY 101-0000-14100 DUE FROM COMPONENT UNIT 101-0000-14100 DUE FROM COMPONENT UNIT 101-1610-43301 CITY ATTORNEY 401-1901-43300 PROFESSIONAL SERVICES 401-1902-43300 PROFESSIONAL SERVICES 401-1609-43300 PROFESSIONAL SERVICES 400-1481-43300 PROFESSIONAL SERVICES 101-0000-14100 DUE FROM COMPONENT UNIT	07/01/2022 pziemer	08/17/2022	22,972.38 4,608.55 151.13 93.00 3,856.59 72.00 124.00 13,850.11 62.00 155.00	22,972.38	Open	N 08/17/2022
49 72719	SADUSKY RENOVATIONS 7/16-7/30 INSPECTION SERVICES pziemer 101-2400-43300 PROFESSIONAL SERVICES	08/03/2022 pziemer	08/17/2022	2,418.23 2,418.23	2,418.23	Open	N 08/17/2022
1047 72925	SLICE ON OAK PRIMARY ELECTION - MEALS pziemer 101-1410-43430 MISCELLANEOUS	08/09/2022 pziemer	08/17/2022	431.50 431.50	431.50	Open	N 08/17/2022
3513352656 72738	STAPLES ADVANTAGE TONER/PAPER pziemer 225-2220-42200 OFFICE SUPPLIES	07/23/2022 pziemer	08/17/2022	60.82 60.82	60.82	Open	N 08/17/2022
2572 72717	STOUT HYDROSEEDING & FERTILIZING 07/29/2022 PARK WEED & FEED PROGRAM - 2ND APPLI(pziemer 400-9050-45530 CAPITAL - OTHER	07/29/2022 pziemer	08/17/2022	8,135.00 8,135.00	8,135.00	Open	N 08/17/2022
2574 72718	STOUT HYDROSEEDING & FERTILIZING 07/29/2022 WEED & FEED 2ND APP - COLLEGE DRIVE Ipziemer 230-5200-42220 REPAIR & MAINT	07/29/2022 pziemer	08/17/2022	1,000.00 1,000.00	1,000.00	Open	N 08/17/2022
2496 72746	STOUT HYDROSEEDING & FERTILIZING 07/01/2022 FERTILIZING AND WEED CONTROL pziemer 225-2120-43300 PROFESSIONAL SERVICES	07/01/2022 pziemer	08/17/2022	100.00 100.00	100.00	Open	N 08/17/2022
2491 72756	STOUT HYDROSEEDING & FERTILIZING 07/01/2022 PARK WEED & FEED -1ST APP KWP/GGP/TR(pziemer 400-9050-45530 CAPITAL - OTHER	07/01/2022 pziemer	08/17/2022	8,330.00 8,330.00	8,330.00	Open	N 08/17/2022
2573 72757	STOUT HYDROSEEDING & FERTILIZING 07/29/2022 WEED & FEED 2ND APP MMP/MILLS/JCP/BAIpziemer 230-5200-42221 R&M-ATHLETIC FIELD MAINT	07/29/2022 pziemer	08/17/2022	2,670.00 1,995.00	2,670.00	Open	N 08/17/2022

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	400-9050-45530	CAPITAL - OTHER		675.00			
I1581476 72747	STREICHERS PROF EQUIP 702 UNIFORM NAME PLATES 225-2120-41113	07/27/2022 pziemer UNIFORM ALLOWANCE	08/17/2022	38.97 38.97	38.97	Open	N 08/17/2022
I1582533 72791	STREICHERS PROF EQUIP 715 - UNIFORM EXTERNAL VEST CARRIER 225-2120-41113	08/02/2022 pziemer UNIFORM ALLOWANCE	08/17/2022	121.97 121.97	121.97	Open	N 08/17/2022
I1582945 72820	STREICHERS PROF EQUIP TRT HEADSET REPAIRS 225-2131-42210	08/04/2022 pziemer OPERATING SUPPLIES	08/17/2022	256.00 256.00	256.00	Open	N 08/17/2022
JULY 2022 72766	SWANSON HASKAMP CONSULTING JUL 22 ECONOMIC DEVELOPMENT CONSULTING 295-6510-43300	08/01/2022 pziemer PROFESSIONAL SERVICES	08/17/2022	2,658.33 2,658.33	2,658.33	Open	N 08/17/2022
9503030789 72792	T-MOBILE ICR 22008863 - GPS LOCATE 225-2120-42210	07/18/2022 pziemer OPERATING SUPPLIES	08/17/2022	100.00 100.00	100.00	Open	N 08/17/2022
5429 72727	TRANSIT ADVERTISING SERVICES APR-MAY-JUN ADVERTISING 225-2220-43350	07/27/2022 pziemer PRINTING/LEGAL PUBLICATION	08/17/2022	150.00 150.00	150.00	Open	N 08/17/2022
JULY 2022 72764	VISIT BRAINERD JUL 22 ECONOMIC DEVELOPMENT CONSULTING 295-6510-43300	08/01/2022 pziemer PROFESSIONAL SERVICES	08/17/2022	2,937.50 2,937.50	2,937.50	Open	N 08/17/2022
JUL 2022 72931	VISIT BRAINERD REMIT JULY 2022 LODGING TAX 101-9200-43340	08/11/2022 pziemer LODGING TAX REMIT/PR	08/17/2022	6,313.62 6,313.62	6,313.62	Open	N 08/17/2022
27X02110 72749	WASTE PARTNERS INC JUL 2022 CITY HALL WASTE REMOVAL 101-1940-43380	07/31/2022 pziemer UTILITIES	08/17/2022	124.35 124.35	124.35	Open	N 08/17/2022
27X02111 72750	WASTE PARTNERS INC JUL 22 DOWNTOWN WASTE REMOVAL 401-1003-43300	07/31/2022 pziemer PROFESSIONAL SERVICES	08/17/2022	243.36 243.36	243.36	Open	N 08/17/2022

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27X02109 72751	WASTE PARTNERS INC JUL 22 FIRE DEPT WASTE REMOVAL 225-2220-43380	07/31/2022 pziemer	08/17/2022	105.30 105.30	105.30	Open	N 08/17/2022
27X02107 72752	WASTE PARTNERS INC JUL 22 PARKS DEPT WASTE REMOVAL 230-5200-43380	07/31/2022 pziemer	08/17/2022	930.15 930.15	930.15	Open	N 08/17/2022
27X02112 72753	WASTE PARTNERS INC JUL 22 POLICE DEPT WASTE REMOVAL 225-2120-43380	07/31/2022 pziemer	08/17/2022	124.45 124.45	124.45	Open	N 08/17/2022
27X02108 72754	WASTE PARTNERS INC JUL 22 STREETS DEPT WASTE REMOVAL 235-3100-43380	07/31/2022 pziemer	08/17/2022	99.45 99.45	99.45	Open	N 08/17/2022
27X02113 72755	WASTE PARTNERS INC JUL 22 WASTE OIL REMOVAL 227-3230-43428	07/31/2022 pziemer	08/17/2022	64.35 64.35	64.35	Open	N 08/17/2022
2000837 72734	WEHRS, KRISTOPHER REFUND PARTIAL PAVILLION FEE - DID NOT 230-0000-34780 101-0000-20810 101-0000-20812 101-0000-20811	08/01/2022 pziemer	08/17/2022	16.19 15.00 1.03 0.08 0.08	16.19	Open	N 08/17/2022
036940 72821	WEST BRAINERD AUTO SERVICE SPEED MESSAGE TRAILER - TOW 225-2120-42221	08/08/2022 pziemer	08/17/2022	40.00 40.00	40.00	Open	N 08/17/2022
040724 72832	WEST BRAINERD AUTO SERVICE SQD 431 - TOW 225-2120-42221	08/09/2022 pziemer	08/17/2022	20.00 20.00	20.00	Open	N 08/17/2022
82681596/ADMIN 72822	WEX BANK JULY 2022 WEX EDGE REBATE 101-0000-36299	07/31/2022 pziemer	08/17/2022	(30.90) (30.90)	(30.90)	Open	N 08/17/2022
82681596/COM DEV 72823*	WEX BANK JULY 2022 COM DEV FUEL 101-2400-42212	07/31/2022 pziemer	08/17/2022	539.13 539.72	539.13	Open	N 08/17/2022

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	101-2400-42212	MOTOR FUELS		(0.59)			
82681596/ENG 72824*	WEX BANK JULY 2022 ENG FUEL 401-9030-42212	07/31/2022 pziemer	08/17/2022	70.18	70.18	Open	N 08/17/2022
	401-9030-42212	MOTOR FUELS		70.96			
		MOTOR FUELS		(0.78)			
82681596/PARKS 72825	WEX BANK JUL 22 PARKS FUEL 230-5200-42212	07/31/2022 pziemer	08/17/2022	2,990.30	2,990.30	Open	N 08/17/2022
		MOTOR FUELS		2,990.30			
82681596/PD 72826*	WEX BANK JULY 22 POLICE DEPT FUEL 225-2120-42212	07/31/2022 pziemer	08/17/2022	7,455.66	7,455.66	Open	N 08/17/2022
	225-2120-42212	MOTOR FUELS		7,536.19			
		MOTOR FUELS		(80.53)			
82681596/STRTS 72827*	WEX BANK JULY 22 STREET DEPT FUEL 235-3100-42212	07/31/2022 pziemer	08/17/2022	6,025.60	6,025.60	Open	N 08/17/2022
	237-3190-42212	MOTOR FUELS		4,629.63			
	235-3100-42212	MOTOR FUELS		1,399.35			
		MOTOR FUELS		(3.38)			
82681596/FD 72828	WEX BANK JUL 22 FIRE DEPT FUEL 225-2220-42212	07/31/2022 pziemer	08/17/2022	1,717.37	1,717.37	Open	N 08/17/2022
		MOTOR FUELS		1,717.37			
0001580299-IN 72817	WEX HEALTH INC JULY 2022 COBRA BILLING 101-9200-43300	07/31/2022 pziemer	08/17/2022	41.95	41.95	Open	N 08/17/2022
		PROFESSIONAL SERVICES		41.95			
12267 72775	WINNERS TROPHY TOWER AWARD G. THOMPSON 101-9200-43430	07/25/2022 pziemer	08/17/2022	55.00	55.00	Open	N 08/17/2022
		MISCELLANEOUS		55.00			
R-018999-000-10 72732	WSB & ASSOCIATES IMP 21-16 MSP LANDING TRAILHEAD JUNE 401-9030-43300-21:16	07/29/2022 pziemer	08/17/2022	12,325.25	12,325.25	Open	N 08/17/2022
		PROFESSIONAL SERVICES		12,325.25			
R-020548-000-1 72793	WSB & ASSOCIATES HARRISON SRTS PROF SVCS JUNE 2022 401-1708-43300	07/31/2022 pziemer	08/17/2022	3,217.00	3,217.00	Open	N 08/17/2022
		PROFESSIONAL SERVICES		3,217.00			

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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
R-020465-000-2 72814	WSB & ASSOCIATES JUNE 22 INTERIM CITY ENGINEER SERVICE 101-1700-43300 101-1700-43300	08/08/2022 pziemer	08/17/2022	5,760.00 4,800.00 960.00	5,760.00	Open	N 08/17/2022

INV-145 72794	YARDCREATIONS LLC IRRIGATION MATERIALS FOR 19-02 /NP C 401-1902-45530	07/01/2022 pziemer	08/17/2022	10,389.89 10,389.89	10,389.89	Open	N 08/17/2022
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# of Invoices:	140	# Due:	140	Totals:	929,214.68	929,214.68
# of Credit Memos:	2	# Due:	2	Totals:	(44.39)	(44.39)

Net of Invoices and Credit Memos:	929,170.29	929,170.29
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* 4 Net Invoices have Credits Totalling:	(85.28)
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--- TOTALS BY GL DISTRIBUTION ---

101-0000-14100	DUE FROM COMPONENT UNIT	399.13
101-0000-20810	STATE TAX PAYABLE	1.03
101-0000-20811	COUNTY SALES TAX	0.08
101-0000-20812	CITY TAX PAYABLE	0.08
101-0000-36299	MISCELLANEOUS REVENUE	(30.90)
101-1400-42200	OFFICE SUPPLIES	637.89
101-1400-43361	INS - GENERAL LIABILITY	359.50
101-1410-43430	MISCELLANEOUS	925.28
101-1610-43301	CITY ATTORNEY	8,465.14
101-1700-43300	PROFESSIONAL SERVICES	5,760.00
101-1700-43331	LEASE PAYMENTS	1,068.82
101-1700-43361	INS - GENERAL LIABILITY	197.25
101-1700-43363	INS - AUTO	159.50
101-1700-43433	DUES & SUBSCRIPTIONS	277.50
101-1800-43331	LEASE PAYMENTS	1,269.79
101-1800-43361	INS - GENERAL LIABILITY	140.25
101-1940-43331	LEASE PAYMENTS	257.60
101-1940-43361	INS - GENERAL LIABILITY	12.25
101-1940-43380	UTILITIES	294.47
101-2400-42212	MOTOR FUELS	539.13
101-2400-43300	PROFESSIONAL SERVICES	2,418.23
101-2400-43331	LEASE EXPENSE	357.61
101-2400-43350	PRINTING/LEGAL PUBLICATION	343.00
101-2400-43361	INS - GENERAL LIABILITY	288.75
101-2400-43363	INS - AUTO	283.50
101-2400-43405	NUISANCES	1,825.00
101-9200-43300	PROFESSIONAL SERVICES	10,616.95
101-9200-43340	LODGING TAX REMIT/PR	6,313.62
101-9200-43350	LEGAL PUBLICATIONS	167.54
101-9200-43361	INS - GENERAL LIABILITY	3,568.00
101-9200-43362	INS - PROPERTY	5,634.75
101-9200-43363	INS - AUTO	136.25
101-9200-43365	INS - OTHER	357.00
101-9200-43430	MISCELLANEOUS	55.00
203-9000-42210	OPERATING SUPPLIES	52.00

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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						
	203-9000-42212	MOTOR FUELS		12,503.45			
	203-9000-43361	INS - GENERAL LIABILITY		418.25			
	203-9000-43363	INS - AUTO		2.25			
	203-9000-43365	INS - OTHER		70.00			
	203-9000-43401	VEHICLE REPAIRS		11,543.08			
	203-9000-43440	TRANSIT SERVICE CONTRACT PY		87,101.73			
	211-5500-43300	PROFESSIONAL SERVICES		625.00			
	211-5500-43361	INS - GENERAL LIABILITY		157.25			
	211-5500-43362	INS - PROPERTY		2,136.75			
	211-5500-43365	INS - OTHER		202.25			
	211-5500-43380	UTILITIES		68.74			
	211-5505-43430	MISC - COPY MACHINE PYMTS		91.42			
	225-0000-15510	PREPAID OTHER		1,932.00			
	225-2120-41113	UNIFORM ALLOWANCE		160.94			
	225-2120-42200	OFFICE SUPPLIES		86.69			
	225-2120-42210	OPERATING SUPPLIES		858.48			
	225-2120-42212	MOTOR FUELS		7,455.66			
	225-2120-42220	REPAIR & MAINT		20.00			
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		1,206.58			
	225-2120-43300	PROFESSIONAL SERVICES		120.00			
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		644.00			
	225-2120-43331	LEASED PAYMENTS		9,021.83			
	225-2120-43361	INS - GENERAL LIABILITY		13,201.50			
	225-2120-43362	INS - PROPERTY		940.75			
	225-2120-43363	INS - AUTO		6,918.00			
	225-2120-43365	INS - OTHER		330.25			
	225-2120-43380	UTILITIES		149.20			
	225-2131-42210	OPERATING SUPPLIES		256.00			
	225-2220-42200	OFFICE SUPPLIES		60.82			
	225-2220-42212	MOTOR FUELS		1,717.37			
	225-2220-42220	REPAIR & MAINT		3,216.23			
	225-2220-42250	PERSONAL PROTECTIVE GEAR		18,526.67			
	225-2220-43300	PROFESSIONAL SERVICES		1,059.00			
	225-2220-43331	LEASED PAYMENTS		1,473.58			
	225-2220-43350	PRINTING/LEGAL PUBLICATION		150.00			
	225-2220-43361	INS - GENERAL LIABILITY		413.75			
	225-2220-43362	INS - PROPERTY		1,055.25			
	225-2220-43363	INS - AUTO		1,394.50			
	225-2220-43365	INS - OTHER		351.25			
	225-2220-43380	UTILITIES		173.26			
	225-2220-43430	MISCELLANEOUS		113.11			
	225-2500-43330	PROFESSIONAL DEVELOPMENT		575.00			
	225-2700-43300	PROFESSIONAL SERVICES		1,812.00			
	225-2700-43430	MISCELLANEOUS		1,143.00			
	227-3230-43428	USED OIL RECYCLING EXPENSE		64.35			
	230-0000-34780	PARK PAVILION FEES		15.00			
	230-5200-42210	OPERATING SUPPLIES		263.88			
	230-5200-42212	MOTOR FUELS		2,990.30			
	230-5200-42220	REPAIR & MAINT		1,533.61			
	230-5200-42221	R&M-ATHLETIC FIELD MAINT		2,406.00			
	230-5200-43331	LEASE PAYMENTS		2,034.69			
	230-5200-43361	INS - GENERAL LIABILITY		623.50			
	230-5200-43362	INS - PROPERTY		4,569.75			
	230-5200-43363	INS - AUTO		575.00			
	230-5200-43365	INS - OTHER		278.75			
	230-5200-43380	UTILITIES		963.52			
	235-3100-42212	MOTOR FUELS		4,626.25			

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	235-3100-42220	REPAIR & MAINT		1,371.32			
	235-3100-43330	PROFESSIONAL DEVELOPMENT		270.00			
	235-3100-43331	LEASE PAYMENTS		2,600.59			
	235-3100-43361	INS - GENERAL LIABILITY		2,219.25			
	235-3100-43362	INS - PROPERTY		634.50			
	235-3100-43363	INS - AUTO		1,019.50			
	235-3100-43365	INS - OTHER		807.25			
	235-3100-43380	UTILITIES		164.63			
	235-3100-43430	MISCELLANEOUS		95.96			
	237-0000-33600	REV FROM OTHER GOVTS		186,761.53			
	237-3190-42212	MOTOR FUELS		1,399.35			
	237-3190-42220	REPAIR & MAINT		6,039.74			
	237-3190-43331	LEASE PAYMENTS		626.01			
	237-3190-43361	INS - GENERAL LIABILITY		634.00			
	237-3190-43362	INS - PROPERTY		181.25			
	237-3190-43363	INS - AUTO		291.25			
	237-3190-43365	INS - OTHER		230.75			
	238-3160-43361	INS - GENERAL LIABILITY		317.00			
	238-3160-43362	INS - PROPERTY		90.75			
	238-3160-43363	INS - AUTO		145.75			
	238-3160-43365	INS - OTHER		115.25			
	251-9360-43467	REMIT LOCAL SALES TAX COLLECT		145,879.56			
	260-9020-43361	INS - GENERAL LIABILITY		125.00			
	278-6515-43430	MISCELLANEOUS		61.55			
	295-0000-20600	DEPOSITS PAYABLE		44.00			
	295-6510-43300	PROFESSIONAL SERVICES		10,458.33			
	295-6510-43361	INS - GENERAL LIABILITY		21.75			
	400-1481-43300	PROFESSIONAL SERVICES		62.00			
	400-2001-45530	PYMTS TO CONTRACTORS		195,969.80			
	400-9050-45510	CAPITAL - LAND		7,921.40			
	400-9050-45530	CAPITAL - OTHER		17,491.53			
	401-1003-43300	PROFESSIONAL SERVICES		243.36			
	401-1609-43300	PROFESSIONAL SERVICES		13,850.11			
	401-1708-43300	PROFESSIONAL SERVICES		3,217.00			
	401-1901-43300	PROFESSIONAL SERVICES		72.00			
	401-1902-43300	PROFESSIONAL SERVICES		2,218.80			
	401-1902-45530	PYMTS TO CONTRACTORS		39,240.11			
	401-9030-42212	MOTOR FUELS		70.18			
	401-9030-43300-21:11	PROFESSIONAL SERVICES		394.00			
	401-9030-43300-21:15	PROFESSIONAL SERVICES		6,180.00			
	401-9030-43300-21:16	PROFESSIONAL SERVICES		12,325.25			
	401-9030-45530-21:16	CAPITAL-PYMTS TO CONTRACTS		600.00			
	401-9030-45530-22:02	CAPITAL-PYMTS TO CONTRACTS		946.27			

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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			53,098.99	53,098.99		
	203 - TRANSIT FUND			111,690.76	111,690.76		
	211 - LIBRARY FUND			3,281.41	3,281.41		
	225 - PUBLIC SAFETY FUND			76,536.67	76,536.67		
	227 - RECYCLING FUND			64.35	64.35		
	230 - PARK & RECREATION FUND			16,254.00	16,254.00		
	235 - STREET & SEWER FUND			13,809.25	13,809.25		
	237 - SANITARY SEWER FUND			196,163.88	196,163.88		
	238 - STORM SEWER FUND			668.75	668.75		
	251 - LOCAL OPTION SALES TAX			145,879.56	145,879.56		
	260 - AIRPORT FUND			125.00	125.00		
	278 - HEALTHY EMPLOYEE INITIATIVE			61.55	61.55		
	295 - EDA FUND			10,524.08	10,524.08		
	400 - CAPITAL PROJECTS FUND			221,444.73	221,444.73		
	401 - CONSTRUCTION FUND			79,357.08	79,357.08		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			189,121.95	189,121.95		
	1003 - 10:03 DWNTWN MAIN CNTRACT			243.36	243.36		
	1400 - ADMINISTRATION			997.39	997.39		
	1410 - ELECTIONS			925.28	925.28		
	1481 - HISTORIC WATER TOWER REPA			62.00	62.00		
	1609 - 16:09 BUFFALO HILLS RECON			13,850.11	13,850.11		
	1610 - LEGAL-CIVIL ATTORNEY			8,465.14	8,465.14		
	1700 - ENGINEERING			7,463.07	7,463.07		
	1708 - 17:08 SRTS & S 6TH SIDEWA			3,217.00	3,217.00		
	1800 - IT/GIS			1,410.04	1,410.04		
	1901 - 19:01 NW 4TH STREET IMPR			72.00	72.00		
	1902 - 19:02 CLST CONNECTION			41,458.91	41,458.91		
	1940 - CITY HALL			564.32	564.32		
	2001 - STREET REMODEL/ADDITION			195,969.80	195,969.80		
	2120 - POLICE DEPARTMENT			41,113.88	41,113.88		
	2131 - TACTICAL TEAM			256.00	256.00		
	2220 - FIRE DEPARTMENT			29,704.79	29,704.79		
	2400 - COMMUNITY DEVL/INSPECTION			6,055.22	6,055.22		
	2500 - CIVIL DEFENSE			575.00	575.00		
	2700 - ANIMAL CONTROL			2,955.00	2,955.00		
	3100 - S & S MAINTENANCE			13,809.25	13,809.25		
	3160 - STORM SEWER EXPENSE			668.75	668.75		
	3190 - SANITARY SEWER EXPENSE			9,402.35	9,402.35		
	3230 - RECYCLING EXPENSE			64.35	64.35		
	5200 - PARK MAIN/ADMINISTRATION			16,239.00	16,239.00		

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY DEPT/ACTIVITY ---							
	5500 - LIBRARY-BUDGETED			3,189.99	3,189.99		
	5505 - TAXABLE FEES			91.42	91.42		
	6510 - ECONOMIC DEVELOPMENT AUTH			10,480.08	10,480.08		
	6515 - HEALTHY EMPLOYE INITIATIVE			61.55	61.55		
	9000 - TRANSIT FUND			111,690.76	111,690.76		
	9020 - AIRPORT M & O			125.00	125.00		
	9030 - CONSTRUCTION PROJ-MISC			20,515.70	20,515.70		
	9050 - CAPITAL PROJECTS-MISC			25,412.93	25,412.93		
	9200 - CITY-WIDE			26,849.11	26,849.11		
	9360 - LOCAL OPTION SALES TAX			145,879.56	145,879.56		

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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
8/1/22 72684	ARTSPACE BRAINERD LIMITED PARTNERSH REMITTANCE OF TAX INCREMENT PAYMENT 277-6517-46602	07/29/2022 pziemer	07/29/2022	2,936.61 2,936.61	0.00	Paid	Y 07/29/2022
8000092166-0/6-22/CH 72339	CENTERPOINT ENERGY 5/14/22-6/15/22 CITY HALL UTILITIES 101-1940-43380	06/23/2022 pziemer	07/08/2022	199.69 199.69	0.00	Paid	Y 07/08/2022
8000092166-0/6-22/ST 72340	CENTERPOINT ENERGY 5/14/22-6/15/22 STREET DEPT UTILITIES 235-3100-43380	06/23/2022 pziemer	07/08/2022	159.37 159.37	0.00	Paid	Y 07/08/2022
8000092166-0/6-22/FD 72341	CENTERPOINT ENERGY 5/14/22-6/15/22 FIRE DEPT UTILITIES 225-2220-43380 225-2220-43380	06/23/2022 pziemer	07/08/2022	107.04 55.42 51.62	0.00	Paid	Y 07/08/2022
8000092166-0/6-22/PD 72342	CENTERPOINT ENERGY 5/14/22-6/15/22 POLICE DEPT UTILITIES 225-2120-43380	06/23/2022 pziemer	07/08/2022	23.52 23.52	0.00	Paid	Y 07/08/2022
8000092166-0/6-22/AN 72343	CENTERPOINT ENERGY 5/14/22-6/15/22 ANNEX UTILITIES 101-1940-43380	06/23/2022 pziemer	07/08/2022	49.07 49.07	0.00	Paid	Y 07/08/2022
8000092166-0/6-22/LB 72344	CENTERPOINT ENERGY 5/14/22-6/15/22 LIBRARY UTILITIES 211-5500-43380	06/23/2022 pziemer	07/08/2022	418.01 418.01	0.00	Paid	Y 07/08/2022
8000092166-0/6-22/PK 72345	CENTERPOINT ENERGY 5/14/22-6/15/22 PARKS DEPT UTILITIES 230-5200-43380	06/23/2022 pziemer	07/08/2022	40.12 40.12	0.00	Paid	Y 07/08/2022
0280094071222 72512	CHARTER COMMUNICATIONS SPECTRUM INTERNET 7/12-8/11/22 101-1800-43321	07/12/2022 pziemer	07/22/2022	191.79 191.79	0.00	Paid	Y 07/22/2022
8/1/22 72687	DLP INVESTMENTS, LLC REMITTANCE OF TAX INCREMENT PAYMENT 274-6505-46602	07/29/2022 pziemer	07/29/2022	2,240.42 2,240.42	0.00	Paid	Y 07/29/2022

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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
FBN4511633/ENG							
72471	ENTERPRISE FM TRUST	07/06/2022	07/21/2022	1,068.82	0.00	Paid	Y
	JULY 2022 ENG DEPT VEHICLE LEASES	pziemer					07/21/2022
	101-1700-43331	LEASE PAYMENTS		1,068.82			
FBN4511633/CD							
72472	ENTERPRISE FM TRUST	07/06/2022	07/21/2022	615.21	0.00	Paid	Y
	JULY 22 COM DEV/CITY VEHICLE LEASES	pziemer					07/21/2022
	101-1940-43331	LEASE PAYMENTS		257.60			
	101-2400-43331	LEASE EXPENSE		357.61			
FBN4511633/PD							
72473	ENTERPRISE FM TRUST	07/06/2022	07/21/2022	8,059.06	0.00	Paid	Y
	JULY 22 POLICE DEPT VEHICLE LEASES	pziemer					07/21/2022
	225-2120-43331	LEASED PAYMENTS		8,059.06			
FBN4511633/FD							
72474	ENTERPRISE FM TRUST	07/06/2022	07/21/2022	1,473.58	0.00	Paid	Y
	JULY 22 FIRE DEPT VEHICLE LEASES	pziemer					07/21/2022
	225-2220-43331	LEASED PAYMENTS		1,473.58			
FBN4511633/PARKS							
72475	ENTERPRISE FM TRUST	07/06/2022	07/21/2022	2,331.49	0.00	Paid	Y
	JULY 22 PARKS VEHICLE LEASES	pziemer					07/21/2022
	230-5200-43331	LEASE PAYMENTS		2,331.49			
FBN4511633/STRTS							
72476	ENTERPRISE FM TRUST	07/06/2022	07/21/2022	3,226.60	0.00	Paid	Y
	JULY 22 STREET DEPT VEHICLE LEASES	pziemer					07/21/2022
	235-3100-43331	LEASE PAYMENTS		2,600.59			
	237-3190-43331	LEASE PAYMENTS		626.01			
2021 PCORI FEE							
72690	INTERNAL REVENUE SERVICE	07/20/2022	07/29/2022	700.29	0.00	Paid	Y
	2021 PCORI FEE	pziemer					07/29/2022
	101-1400-41131	HEALTH INSURANCE		50.22			
	260-9020-41131	HEALTH INSURANCE		30.69			
	101-2400-41131	HEALTH INSURANCE		50.22			
	101-1110-41131	HEALTH INSURANCE		25.11			
	101-1700-41131	HEALTH INSURANCE		13.95			
	225-2220-41131	HEALTH INSURANCE		8.37			
	101-1800-41131	HEALTH INSURANCE		13.95			
	230-5200-41131	HEALTH INSURANCE		5.58			
	225-2120-41131	HEALTH INSURANCE		89.28			
	203-9000-41131	HEALTH INSURANCE		2.79			
	101-0000-14100	DUE FROM COMPONENT UNIT		309.69			
	101-0000-14100	DUE FROM COMPONENT UNIT		100.44			
8/1/22							
72686	LUNCH BOX PROPERTIES LLC	07/29/2022	07/29/2022	1,043.99	0.00	Paid	Y
	REMITTANCE OF TAX INCREMENT PAYMENT	pziemer					07/29/2022

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	281-6514-46602	REPAYMENT - LOAN		1,043.99			
IMP 19-02 72351	NORTHERN PACIFIC CENTER, LLC IMP 19-02 CLST CONNECTION 401-1902-45530	07/08/2022 pziemer PYMTS TO CONTRACTORS	07/08/2022	14,467.50 14,467.50	0.00	Paid	Y 07/08/2022
8/1/22 72688	PENTEX MANAGEMENT REMITTANCE OF TAX INCREMENT 283-6506-46602	07/29/2022 pziemer REPAYMENT-LOAN	07/29/2022	1,309.34 1,309.34	0.00	Paid	Y 07/29/2022
8/1/22 72685	SUSO 2 BRAINERD LP REMITTANCE OF TAX INCREMENT 293-6512-46602	07/29/2022 pziemer REPAYMENT - LOAN	07/29/2022	93,942.31 93,942.31	0.00	Paid	Y 07/29/2022
8/1/22 72689	TIMBERLAND TOWNHOMES OF BRD LP REMITTANCE OF TAX INCREMENT 292-6503-46602	07/29/2022 pziemer REPAYMENT - LOAN	07/29/2022	5,475.22 5,475.22	0.00	Paid	Y 07/29/2022
2017010 72678	U.S. BANK CORP - ACH MN GO BONDS 2020A 303-7200-46611 310-7850-46611 307-7600-46611	07/28/2022 pziemer INTEREST PAYMENTS INTEREST PAYMENTS INTEREST PAYMENTS	07/28/2022	34,200.00 11,900.00 10,100.00 12,200.00	0.00	Paid	Y 07/28/2022
2016972 72679	U.S. BANK CORP - ACH MN GO BONDS 2015C 238-3160-46611 237-3190-46611 317-7960-46611 315-7940-46611 101-0000-14100 237-3190-46611 302-7700-46611 101-0000-14100 101-0000-14100 237-3190-46611 310-7850-46611 316-7950-46611 320-7100-46611 321-7810-46611	07/28/2022 pziemer INTEREST PAYMENTS INTEREST PAYMENTS INTEREST PAYMENTS INTEREST PAYMENTS DUE FROM COMPONENT UNIT INTEREST PAYMENTS INTEREST PAYMENTS DUE FROM COMPONENT UNIT DUE FROM COMPONENT UNIT DUE FROM COMPONENT UNIT INTEREST PAYMENTS INTEREST PAYMENTS INTEREST PAYMENTS INTEREST PAYMENTS INTEREST PAYMENTS	07/28/2022	71,767.50 1,200.00 675.00 2,550.00 3,200.00 7,381.25 6,550.00 8,900.00 31,775.00 1,625.00 1,785.00 3,465.00 640.00 1,150.00 871.25	0.00	Paid	Y 07/28/2022
2024381 72680	U.S. BANK CORP - ACH MN GO BONDS 2021A 101-0000-14100 305-7610-46611	07/28/2022 pziemer DUE FROM COMPONENT UNIT INTEREST PAYMENTS	07/28/2022	187,067.22 131,576.66 55,490.56	0.00	Paid	Y 07/28/2022

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 07/01/2022 - 07/31/2022

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	Jrnalized Post Date
9909506910/PARKS							
72318	VERIZON WIRELESS	07/08/2022	07/08/2022	86.22	0.00	Paid	Y
	5/24/22-6/23/22 PARKS DEPT PHONES	pziemer					07/08/2022
	230-5200-43321	TELEPHONE		86.22			
9909506910/HR							
72319	VERIZON WIRELESS	06/23/2022	07/08/2022	46.21	0.00	Paid	Y
	5/24/22-6/23/22 HR PHONE	pziemer					07/08/2022
	101-1400-43321	TELEPHONE		46.21			

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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:	27	# Due:	0	Totals:	433,246.20	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					433,246.20	0.00

--- TOTALS BY GL DISTRIBUTION ---

101-0000-14100	DUE FROM COMPONENT UNIT	172,768.04
101-1110-41131	HEALTH INSURANCE	25.11
101-1400-41131	HEALTH INSURANCE	50.22
101-1400-43321	TELEPHONE	46.21
101-1700-41131	HEALTH INSURANCE	13.95
101-1700-43331	LEASE PAYMENTS	1,068.82
101-1800-41131	HEALTH INSURANCE	13.95
101-1800-43321	TELEPHONE	191.79
101-1940-43331	LEASE PAYMENTS	257.60
101-1940-43380	UTILITIES	248.76
101-2400-41131	HEALTH INSURANCE	50.22
101-2400-43331	LEASE EXPENSE	357.61
203-9000-41131	HEALTH INSURANCE	2.79
211-5500-43380	UTILITIES	418.01
225-2120-41131	HEALTH INSURANCE	89.28
225-2120-43331	LEASED PAYMENTS	8,059.06
225-2120-43380	UTILITIES	23.52
225-2220-41131	HEALTH INSURANCE	8.37
225-2220-43331	LEASED PAYMENTS	1,473.58
225-2220-43380	UTILITIES	107.04
230-5200-41131	HEALTH INSURANCE	5.58
230-5200-43321	TELEPHONE	86.22
230-5200-43331	LEASE PAYMENTS	2,331.49
230-5200-43380	UTILITIES	40.12
235-3100-43331	LEASE PAYMENTS	2,600.59
235-3100-43380	UTILITIES	159.37
237-3190-43331	LEASE PAYMENTS	626.01
237-3190-46611	INTEREST PAYMENTS	9,010.00
238-3160-46611	INTEREST PAYMENTS	1,200.00
260-9020-41131	HEALTH INSURANCE	30.69
274-6505-46602	REPAYMENT - LOAN	2,240.42
277-6517-46602	REPAYMENT - LOAN	2,936.61
281-6514-46602	REPAYMENT - LOAN	1,043.99
283-6506-46602	REPAYMENT-LOAN	1,309.34
292-6503-46602	REPAYMENT - LOAN	5,475.22
293-6512-46602	REPAYMENT - LOAN	93,942.31
302-7700-46611	INTEREST PAYMENTS	8,900.00
303-7200-46611	INTEREST PAYMENTS	11,900.00
305-7610-46611	INTEREST PAYMENTS	55,490.56
307-7600-46611	INTEREST PAYMENTS	12,200.00
310-7850-46611	INTEREST PAYMENTS	13,565.00
315-7940-46611	INTEREST PAYMENTS	3,200.00
316-7950-46611	INTEREST PAYMENTS	640.00
317-7960-46611	INTEREST PAYMENTS	2,550.00
320-7100-46611	INTEREST PAYMENTS	1,150.00
321-7810-46611	INTEREST PAYMENTS	871.25
401-1902-45530	PYMTS TO CONTRACTORS	14,467.50

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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
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			175,092.28	0.00		
	203 - TRANSIT FUND			2.79	0.00		
	211 - LIBRARY FUND			418.01	0.00		
	225 - PUBLIC SAFETY FUND			9,760.85	0.00		
	230 - PARK & RECREATION FUND			2,463.41	0.00		
	235 - STREET & SEWER FUND			2,759.96	0.00		
	237 - SANITARY SEWER FUND			9,636.01	0.00		
	238 - STORM SEWER FUND			1,200.00	0.00		
	260 - AIRPORT FUND			30.69	0.00		
	274 - ROYAL TIRE TIF			2,240.42	0.00		
	277 - ARTSPACE TIF FUND			2,936.61	0.00		
	281 - JIMMY JOHN'S TIF			1,043.99	0.00		
	283 - TACO JOHN'S TIF FUND			1,309.34	0.00		
	292 - TIMBERLAND TWNHMS TIF			5,475.22	0.00		
	293 - BRAINERD MALL TIF FUND			93,942.31	0.00		
	302 - SINKING 302 18A GO			8,900.00	0.00		
	303 - 2020A TAX ABATEMENT BONDS			11,900.00	0.00		
	305 - 2021A DEBT SERVICE FUND			55,490.56	0.00		
	307 - 2020A GO IMPR BONDS			12,200.00	0.00		
	310 - SINKING EQUIP CERTIFICATES			13,565.00	0.00		
	315 - SINKING 315 15A GO FUND			3,200.00	0.00		
	316 - 2012A GO ISSUE			640.00	0.00		
	317 - SINKING 317 13A GO FUND			2,550.00	0.00		
	320 - SINKING 320 2015B GO			1,150.00	0.00		
	321 - SINKING 321 15B REV REF			871.25	0.00		
	401 - CONSTRUCTION FUND			14,467.50	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			172,768.04	0.00		
	1110 - MAYOR & COUNCIL			25.11	0.00		
	1400 - ADMINISTRATION			96.43	0.00		
	1700 - ENGINEERING			1,082.77	0.00		
	1800 - IT/GIS			205.74	0.00		
	1902 - 19:02 CLST CONNECTION			14,467.50	0.00		
	1940 - CITY HALL			506.36	0.00		
	2120 - POLICE DEPARTMENT			8,171.86	0.00		
	2220 - FIRE DEPARTMENT			1,588.99	0.00		
	2400 - COMMUNITY DEVL/INSPECTION			407.83	0.00		
	3100 - S & S MAINTENANCE			2,759.96	0.00		
	3160 - STORM SEWER EXPENSE			1,200.00	0.00		
	3190 - SANITARY SEWER EXPENSE			9,636.01	0.00		
	5200 - PARK MAIN/ADMINISTRATION			2,463.41	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							
--- TOTALS BY DEPT/ACTIVITY ---							
5500	- LIBRARY-BUDGETED			418.01	0.00		
6503	- TIMBERLAND TWNHMS TIF			5,475.22	0.00		
6505	- ROYAL TIRE TIF			2,240.42	0.00		
6506	- TACO JOHN'S TIF			1,309.34	0.00		
6512	- BRAINERD MALL TIF			93,942.31	0.00		
6514	- JIMMY JOHN'S TIF			1,043.99	0.00		
6517	- ARTSPACE TIF FUND			2,936.61	0.00		
7100	- SINKING 156A GO			1,150.00	0.00		
7200	- SINKING 04A GO			11,900.00	0.00		
7600	- 2020A GO IMPR BONDS			12,200.00	0.00		
7610	- 2021A GO IMPR BONDS			55,490.56	0.00		
7700	- SINKING 302 GO 18A			8,900.00	0.00		
7810	- SINKING 15B EDA REFUNDING			871.25	0.00		
7850	- SINKING EQUIP CERTIFICATE			13,565.00	0.00		
7940	- SINKING 15A GO FUND			3,200.00	0.00		
7950	- SINKING 2012A GO			640.00	0.00		
7960	- SINKING 2013A GO			2,550.00	0.00		
9000	- TRANSIT FUND			2.79	0.00		
9020	- AIRPORT M & O			30.69	0.00		

Pursuant to due call and notice thereof, the Brainerd City Council Closed Session pursuant to MN Statute 13D.05, Subd. 3(B) for Attorney/Client Privilege to Discuss IAFF Lawsuit, was called to order at 7:00 p.m.

The Chair Adjourned the Closed Session to the Regular City Council Meeting at 7:20 p.m.

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.

Administer Oath of Office

City Administrator Bergman administered the Oath of Office to William “Jamie” Bieser, Ward 1 Council Member.

Upon roll call, the following members were noted as present: O’Day, Stunek, Johnson, Bieser, Stenglein, Erickson, and Bevans. Mayor Badeaux was noted as present.

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

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE AGENDA WITH THE ADDITION OF INTRODUCTION OF CITY ENGINEER/ PUBLIC WORKS DIRECTOR DEHN AND PRESENTATION OF TOWER AWARD AFTER THE CONSENT CALENDAR.

MOVED AND SECONDED BY COUNCIL MEMBERS ERICKSON AND O’DAY TO APPROVE THE CONSENT CALENDAR.

- A. Approval of Bills**
- B. Approval of Minutes of the Regular City Council Meeting held on July 18th, 2022**
- C. Approval of Licenses**
- D. Department Activity Reports**
- E. Resolution Accepting 2nd Quarter Donations**

Upon roll call, Council Members O’Day, Stunek, Johnson, Bieser, Stenglein, Erickson, and Bevans voted “aye”. No member voted “nay”. The Chair declared the motion carried.

Introduction of New City Engineer/ Public Works Director

Administrator Bergman introduced Jessie Dehn, who started on August 1st as the new City Engineer/ Public Works Director.

City Engineer/ Public Works Director Dehn thanked the Council for the opportunity to work for the City.

Presentation of Tower Award

The Chair and Mayor Badeaux presented former Council Member Pritschet a Tower Award for his dedication to the City of Brainerd since 2013. The Tower Award is presented to members of the Council for their dedicated service to the City.

Former Council Member Pritschet imparted words to the Council about his eleven years of service.

Council Committee Reports

Safety and Public Works

Approve Pay Application No. 1- Final for Improvement 22-02- 2022 Crack Seal

Committee Chair O'Day stated that the project came in \$1,404 over the budgeted amount that is in the 5-year capital improvement plan of \$25,000, or about a 5.6% increase over the budgeted amount. This increase is due to allowing the contractor to continue crack sealing until they run out of crack filling material. The original estimated linear feet of cracks per the project plan was 39,005 feet. The contractor was able to crack seal 47,867 feet.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON, DULY CARRIED, TO APPROVE FINAL PAY APPLICATION FOR IMPROVEMENT 22-02 - 2022 CRACK SEALING PROJECT IN THE AMOUNT OF \$18,191.46 TO MIDWEST ASPHALT MAINTENANCE.

Direction on Active Code Enforcement

Committee Chair O'Day stated that there are three active cases presented. He gave an overview of each of the properties.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND BIESER TO ACCEPT THE STAFF RECOMMENDATIONS ON THE ATTACHED MEMO.

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

Personnel and Finance Committee

Brainerd Fire Department Relief Association Annual Report

Committee Chair Johnson stated that with the poor performance of the stock market the Relief Association is asking for a reduction in the benefit level.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO AUTHORIZE STAFF TO SIGN THE ANNUAL REPORTS INCLUDING THE REDUCTION OF \$1,000 OF THE BENEFIT FROM \$14,750 PER YEAR OF SERVICE TO \$13,750 PER YEAR OF SERVICE.

Accept the Resignation of Paid On-Call Firefighter Stangel

Committee Chair Johnson stated that Firefighter Stangel has been serving the City for seven years. due to recent life changes he does not feel he can fulfill the requirements of the position.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STANGEL, DULY CARRIED, TO ACCEPT THE RESIGNATION OF PAID ON-CALL FIREFIGHTER JOSHUA STANGEL EFFECTIVE JULY 13TH, 2022.

Ratify the Hiring of Paid On-Call Firefighters

Committee Chair Johnson stated that service to the City of Brainerd's Fire Department is generational with two of the hirings. A father and grandfather of the hirings also served for the Department.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO RATIFY THE HIRING OF NICK ANDERSON, ISAAC HIGH, ANTHONY MOBERG, AND TYLER OGREN EFFECTIVE AUGUST 1ST, 2022, AT THE PROBATIONARY RATE OF \$21.79 PER HOUR WITH \$3.00 PER HOUR RE-DIRECTED TO THEIR PENSION.

Accept the Retirement of Transit Coordinator Anders Stone

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED, TO ACCEPT THE RETIREMENT OF TRANSIT COORDINATOR ANDERS STONE EFFECTIVE AUGUST 22, 2022, AND TO AUTHORIZE HIS SEVERANCE PAYOUT PER THE EMPLOYEE POLICY MANUAL.

Approve the Promotion of Chad Lardy to the Street Maintenance III Position

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE PROMOTION OF CHAD LARDY TO THE STREET MAINTENANCE III POSITION EFFECTIVE OCTOBER 16, 2022 AND THAT HE BE PLACED ON STEP 3 (\$29.06 PER HOUR) OF THE STREET MAINTENANCE III WAGE GRID; FURTHER, THAT HE ADVANCE TO STEP 4 (\$30.38 PER HOUR) FOR THIS PROMOTION WHEN HE ACHIEVES THE MPCA CLASS B SEWER COLLECTOR'S LICENSE; FINALLY, TO DIRECT STAFF TO BEGIN THE HIRING PROCESS TO BACKFILL THE STREET MAINTENANCE I POSITION.

Approval of the Revised Employee Policy Manual

Committee Chair Johnson stated that members of the Public Utilities Commission, City Council, and Staff met to develop agreeable language.

Member Stenglein stated that the telecommute policy is still under review and will be presented to the Council at a later date.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED, TO APPROVE THE REVISED EMPLOYEE POLICY MANUAL AS PRESENTED.

Discuss Additional Cost of Clean- Up Day

Member Stenglein stated that the clean-up day was a catastrophic success, due to its success the event was over budget. However, the amount of trash taken to the dump instead of being left in our households is so valuable to the City.

Member Johnson stated that he would vote no on the matter due to the Skate Park Association not having responded to Council's request for answers to their discussion.

Member O'Day stated that he does not want to ruin a relationship over such a minimal cost in comparison to the overall budget. However, Staff and Council should use this as a learning experience.

Interim City Engineer Sandy stated that previous clean-up day efforts did not present this great of a success, so there was no expectation for this event to exceed the \$4,500 budgeted.

MOVED AND SECONDED BY COUNCIL MEMBERS STENGLEIN AND STUNEK TO PAY THE BILL FOR THE CLEAN UP DAY.

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

Discussion of Reporting of Working Funds for 2023 Audit

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED, TO DIRECT STAFF TO CONDENSE THE GENERAL FUND, PUBLIC SAFETY FUND, STREETS FUND, AND PARKS AND RECREATION FUND ALL INTO THE GENERAL FUND FOR THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR 2023.

Discussion on 2023 Budget Timeline and Set Budget Workshop

Committee Chair Johnson stated that on August 22nd or 23rd staff will present the budget to the P&F Chair and Council President per the City Charter, budget workshop on Monday, August 29th, have an additional workshop or further discussion about the budget and levy in September, and set the preliminary levy at the regular Council meeting on September 19.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE BUDGET TIMELINE AND TO SET A BUDGET WORKSHOP FOR MONDAY, AUGUST 29, 2022, AT 6:00 P.M.

Resolution Accepting Second Distribution of Local Fiscal Recovery Fund (LFRF) Established under the American Rescue Plan Act (ARPA)

Committee Chair Johnson stated that this is the final of the two payments from the Local Fiscal Recovery Fund that the City was expecting. The total amount allocated is \$1,468,098.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN TO ADOPT THE ATTACHED PROPOSED RESOLUTION TO ACCEPT THE FINAL DISTRIBUTION OF CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT.

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

Update on the Request for Funds to be Returned from Lakes Area Media Collaborative

Committee Chair Johnson stated that an e-mail was received from the Lakes Area Media Collaborative (LAMC) Board, it has been discussing the future of the organization and are awaiting legal advice. Once legal counsel has been given to them, the board will respond to the inquiry of the City.

Unfinished Business

Consider Conditional Use Permit for Commercial Day Care Facility at 1002 Laurel Street

Community Development Director Kramvik stated the applicant applied for and was approved for a CUP to operate a commercial day care facility at 1002 Laurel St in 2019. However, the CUP was not used and expired after one year. Planning Commission considered this CUP request during their regular meeting on July 20th. Planning Commission voted unanimously to recommend approval of this CUP request without adding any conditions.

MOVED AND SECONDED BY COUNCIL MEMBERS ERICKSON AND O'DAY, DULY CARRIED, TO APPROVE A CONDITIONAL USE PERMIT TO OPERATE A COMMERCIAL DAY CARE FACILITY AT 1002 LAUREL ST.

Consider Interim Use Permit for Warming Shelter- 1926 S 7th Street

Community Development Director Kramvik stated Jana Shogren has submitted a request on behalf of Bridges of Hope for an Interim Use Permit (IUP) to operate a warming shelter for the homeless at 1926 S. 7th St. The Planning Commission held a public hearing and considered this request during their regular meeting on July 20th and voted unanimously to recommend approval of this IUP with conditions.

Members Johnson and O'Day stated that they would be voting no due to the permit's expiration in 2025. Both stated the permit should be applied for annually.

Member Erickson stated that the Planning Commission approved the permit for this length with the caveat that review by the City Council at the request of the Police Department. Also, for confidence and stability, the organization has asked for a permit for three years.

MOVED AND SECONDED BY COUNCIL MEMBERS ERICKSON AND STENGLEIN TO APPROVE AN INTERIM USE PERMIT TO OPERATE A WARMING SHELTER AT 1926 S. 7TH ST. WITH THE CONDITIONS THAT THE INTERIM USE PERMIT SHALL EXPIRE ON JUNE 30, 2025 AND THAT, IF THE BRAINERD POLICE DEPARTMENT DETERMINES THAT THE FACILITY HAS BEEN USED IN A DISORDERLY MANNER AND UPON THE RECOMMENDATION OF THE POLICE CHIEF, THE INTERIM USE PERMIT SHALL BE BROUGHT BEFORE THE CITY COUNCIL FOR REVIEW AND CONSIDERATION FOR SUSPENDING OR REVOKING THE PERMIT AT THE NEXT AVAILABLE CITY COUNCIL MEETING.

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

Call for Applicants – Informational:
(Application Information at www.ci.brainerd.mn.us/boards/)

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

Cable TV Advisory Committee – 2 terms (Expire 2022) --1 term (Expire 2024)
Charter Commission – 1 term (Expire 2022) 1-term (Expire 2025)
Rental Dwelling License Board of Appeals – 2 terms (Expire 2022)

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

Economic Development Authority (EDA) – 1 term (Expire 2022) – 1 term (Expire 2026)

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

Planning Commission—1 term (Expire 2023)

Ad Hoc Committees – Applicants Needed

Water Tower Fundraising Committee – 1 position available

Council President Recommendation

Chair Bevans recommended Chuck Marohn to the Planning Commission.

Mayor Badeaux stated that he appreciates Mr. Marohn, however, with his traveling schedule he does not think that he would be a great addition to the Planning Commission. The Planning Commission deals with time sensitive matters, and having a quorum is important.

MOVED AND SECONDED BY COUNCIL MEMBERS STENGLEIN AND ERICKSON, DULY CARRIED, TO CONFIRM CHAIR BEVANS RECOMMENDATION OF CHUCK MAROHN TO THE PLANNING COMMISSION.

New Business

Set Special Meeting to Canvass of 2022 Primary Election

Finance Director Hillman stated that a special meeting needs to be held within three days of the election to canvass the Primary Election results.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND O'DAY, DULY CARRIED, TO SET A SPECIAL MEETING ON AUGUST 11TH, AT 12:00 P.M. IN THE CITY COUNCIL CHAMBERS TO CANVASS THE ELECTION RESULTS.

Public Forum

The Chair opened public forum at 8:05 p.m.

No one came forward.

The Chair closed public forum at 8:06 p.m.

Staff Report

Human Resources Director Schubert stated that the nominations are open for Staff Innovation and Exceptional Service awards. In the past the Council Members have decided who receives each award. If a Council Member would like to help choose the recipients, please let her know.

Community Development Director Kramvik stated that the variance request at 401 Holly street has been rescinded, the applicants will reapply for their permit under the current code. There was an order to correct issued to remove a fence that was built incorrectly.

City Engineer/ Public Works Director Dehn thanked the Council for taking it easy on him for his first meeting.

Interim City Engineer Sandy stated that there are big things happening at the Mississippi Trailhead Landing Park with the learning center, amphitheater, and storm sewer all being

constructed. South 6th Street is open for fair week, the detour will be updated, and closures resume on August 8th.

City Administrator Bergman stated that the DEED Mainstreet Application through the Initiative Foundation is open through September 5th. She attended the City Administrator's meeting where the HRA discussed the Housing Trust Fund. Finally, she attended the BPU Commission meeting. There was a presentation by Bolton and Menk on the biosolids project, the Commission approved the contribution policy previously passed by the Council, and the solar project out at the airport has begun.

Mayor Report

Mayor Badeaux stated that Streetfest took place, and it was a great opportunity to kick back and relax. It is his favorite Jaycees event. The Smiles on the 'Ssippi Event took place, and it was another enjoyable event. For the first year it has been hosted it was a well-done event and he can see the potential for future growth. Finally, he wanted to inform the public that the person that spoke during public forum at the previous meeting, while he was absent, that attributed words were not his own.

Council Member Reports

Member Erickson stated that the Planning Commission will meet on August 17th, Transportation Advisory Committee will meet on August 18th, and the Northland Arboretum Board will meet on August 25th. He welcomed Jessie to the City. Finally, he attended the Smiles on the 'Ssippi event and he thought it was a well-rounded event that was well attended and brought attention to Rotary Park.

Member O'Day stated that the EDA meeting will meet on August 4th. He is excited to hear about Mississippi Trailhead Landing Park progress. The Crow Wing County Fair is going on this week.

Member Johnson stated that BPU will be contracting with the City of Baxter to add solar at their facility in Baxter. August 9th is the Primary Election, reminder that Ward 4 Precinct 1 and 2 will both take place at St. Andrew's Church.

Member Bevans stated that he is also excited about Mississippi Trailhead Landing Park. He attended RibFest and congratulated both Members Johnson and O'Day for their success in each of their booths. Finally, the Council cannot adjourn to the Northside Neighborhood Association Night Out due to it being election night.

Adjourn to Closed Session Pursuant to MN Statutes 13D.03 to Discuss Labor Negotiation Strategy

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND STENGLEIN, DULY CARRIED, TO ADJOURN TO CLOSED SESSION PURSUANT TO MN STATUTES 13D.03 TO DISCUSS LABOR NEGOTIATION STRATEGY AFTER A FIVE-MINUTE BREAK.

The Chair adjourned to the Closed Session at 8:20 p.m.

The Chair reconvened the meeting at 8:37 p.m.

Adjourn to the Canvassing Board Meeting

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO ADJOURN TO THE SPECIAL MEETING ON AUGUST 11, 2022, AT 12:00 P.M. TO CANVASS THE PRIMARY ELECTION RESULTS.

The Chair adjourned the meeting at 8:38 p.m.

Jennifer Bergman
City Administrator

Brainerd, MN
August 11th, 2022

Pursuant to due call and notice thereof, the special meeting of the Brainerd City Council was called to order at 12:00 P.M. by Council Vice President Johnson.

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

Canvassing of 2022 Primary Election Results

Finance Director Hillman stated that the purpose of the meeting is to verify that the candidates received the correct number of votes.

Mayor Badeaux asked what the City's responsibility is in verifying residency. He has received many calls from constituents regarding the Special Election for Ward 1 questioning whether one of the candidates resides in Brainerd.

Finance Director Hillman stated that City Attorney Langel determined that the City is not obligated to verify residency beyond receiving the Affidavit of Candidacy from the candidate. If there are questions, residents can file a campaign complaint with the Office Administrative Hearing. Staff verified that the address was within the city limits and the ward boundaries. Residents will need to file a complaint with the State.

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND ERICKSON, DULY CARRIED, TO CERTIFY THE PRIMARY ELECTION RESULTS.

Adjourn

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND O'DAY, DULY CARRIED, TO ADJOURN THE MEETING.

The Vice Chair adjourned the meeting at 12:05 p.m.

Jennifer Bergman
City Administrator

4 SEASONS ROOFING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
8587 47TH ST SW	Commercial Roofing	Active		12/31/2022	2022-0008	12/31/2022

JOHNS REFRIGERATION

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
12821 20TH AVE SW	Mechanical	Active	MB792042	03/24/2024	2022-0067	12/31/2022

POWERHOUSE RETAIL SERVICES LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
812 S CROWLEY RD ST	General Commercial	Active			2022-0029	12/31/2022

Total Licensees3

Population: All Records
Licensee.Status = Active AND
Licensee.DateRegistered Between 7/29/2022 12:00:00 AM AND 8/11/2022 12:00:00 AM



BRAINERD POLICE DEPARTMENT MONTHLY REPORT



BESTUL'S BOOYAH AWARD

Submitted by Lt. Kulzer: Investigator Runde conducted a labor-intensive follow-up investigation in the disappearance of an endangered missing person. Tony worked alongside the BCA and out of county agencies to track and locate the endangered missing person safely. Tony worked through the unique process of drafting a Pen Trap Warrant. Tony volunteered to work outside his normal hours, travel outside the county, and with the assistance of locating technology, found the missing person. Well done. *Booyah!*

Deputy Chief Davis also nominated investigators, including Tony, for work done on a separate missing person / death investigation case, noting that he was impressed with the high level of determination and performance on a case that was multi-faceted with the need to utilize technological resources along with simple boots on the ground investigative work. *Booyah!*



TRAINING & STAFF DEVELOPMENT

Social Media & Open-Source Investigations

Sgt. Pallansch attended a two-day Social Media and Open-Source Investigations course at the St. Louis Park Police Department. The course is designed to teach law enforcement personnel how to locate information online through public information, as well as through several websites that were provided as resources for conducting open-source searches. Students were taught how to do reverse image searching and how to capture digital evidence. The course also included hands on exercises where students were provided very little information about a suspect and had to figure out who the suspect was and find as much information about them as possible relevant to the crime.

MN Internet Crimes Against Children (ICAC)

Investigator Palcher and Investigator Myers attended a four-hour ICAC training session at the Crow Wing County Sheriff's Office. Topics covered included ICAC case studies and follow-up investigation, current popular internet applications, capabilities of BCA Digital Media Examiners (DME), department of corrections and probation role in ICAC investigations, and open discussion of current trends affiliates are observing. The MN ICAC Task Force works with law enforcement agencies throughout Minnesota to investigate and prosecute those who exploit children on the Internet. This training will help attendees better utilize and understand the resources at their disposal while conducting ICAC investigations.

Emergency Vehicle Operations and Police Pursuits (EVOC) & Pursuit Intervention Tactics (PIT) Training

Lt. Kulzer and Officer Engst attended EVOC and PIT refresher training at the MN Highway Safety and Research Center in St. Cloud. This course meets and exceeds the minimum standards of the POST Board 5-year licensing requirement.

OVERALL CALLS FOR SERVICE

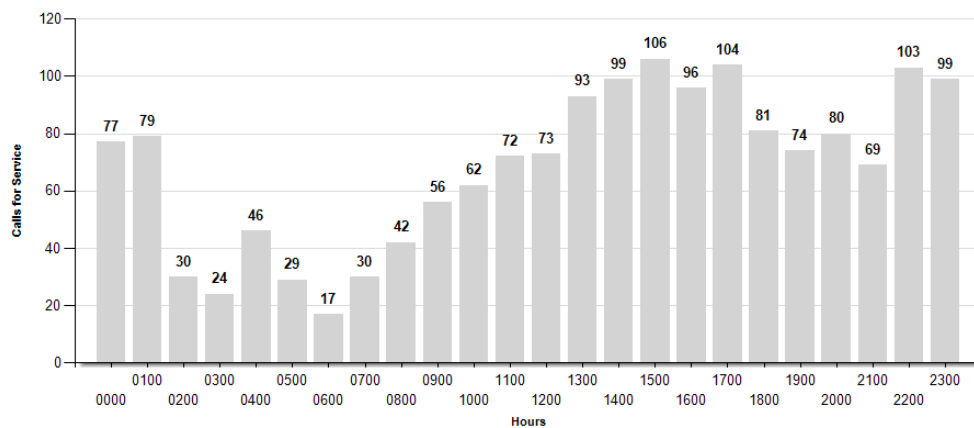
July	2022	2021
Number of Calls for Service	1640	1599



Calls for Service Hourly

7/1/2022 to 7/31/2022

Total Calls: 1698

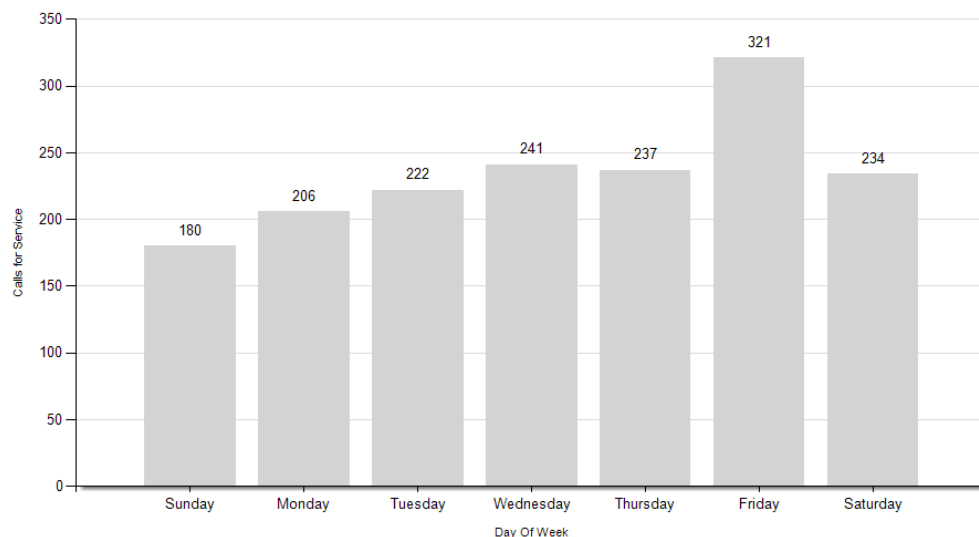


Calls for Service Day Of Week

Start Date: 7/1/2022

End Date: 7/31/2022

Total Calls: 1698



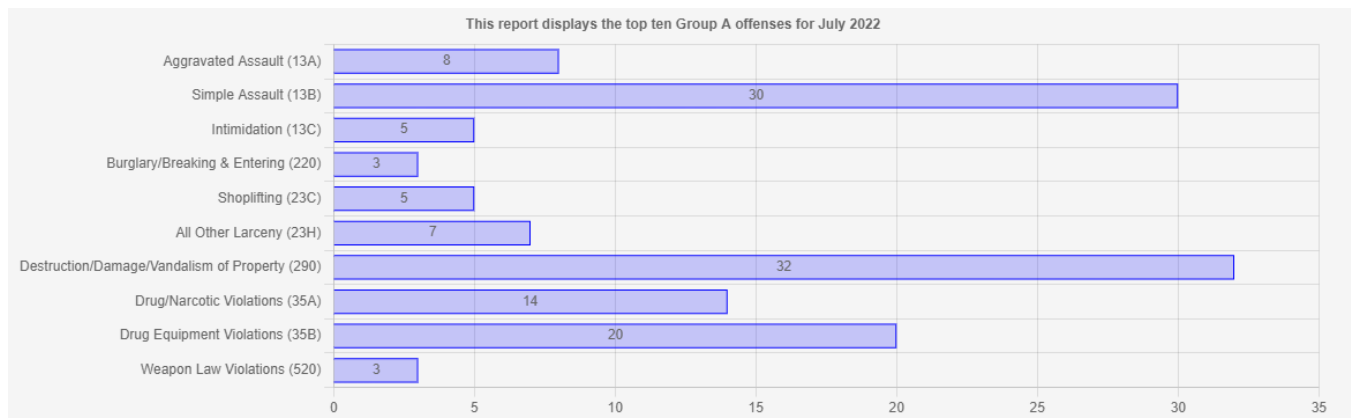
CRIME STATISTICS

Year to Date through July	2022	2021
Group A Offenses Known or Reported to Police	850	1016
Group A and B Arrests	489	463

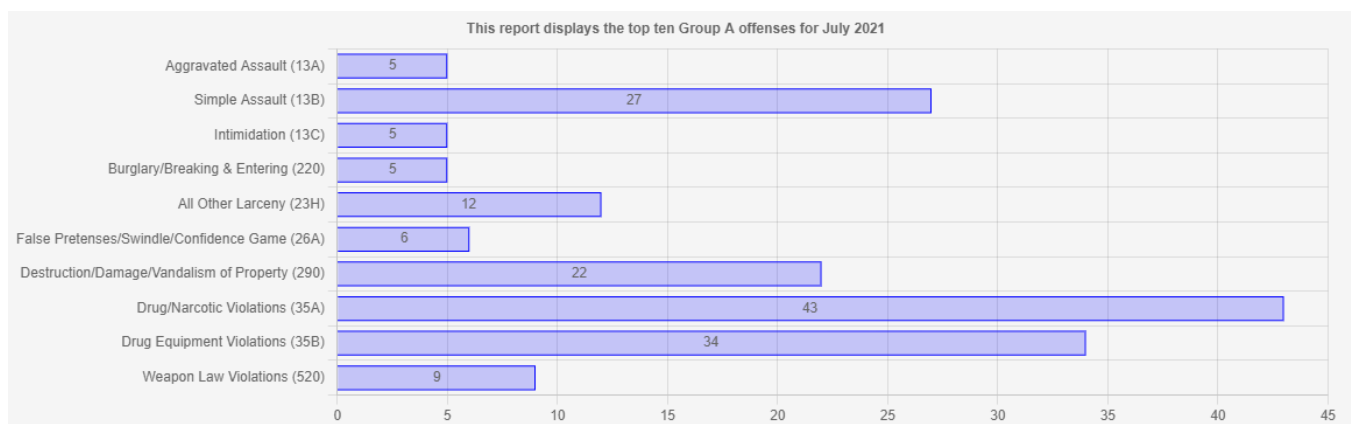
**** Note: 2022 totals do not include case files that have not yet been coded.**

TOP 10 GROUP A OFFENSES

July 2022

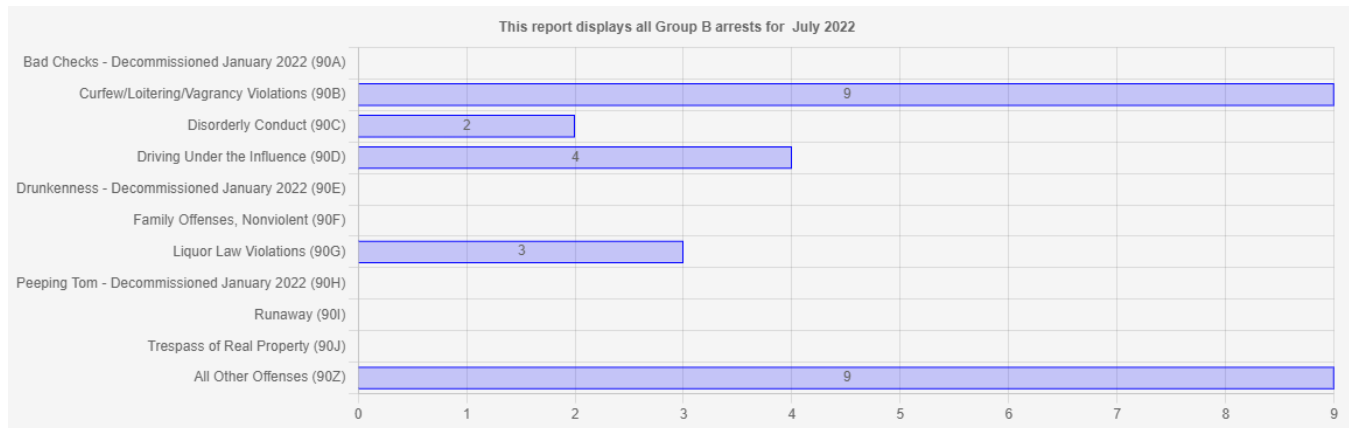


July 2021

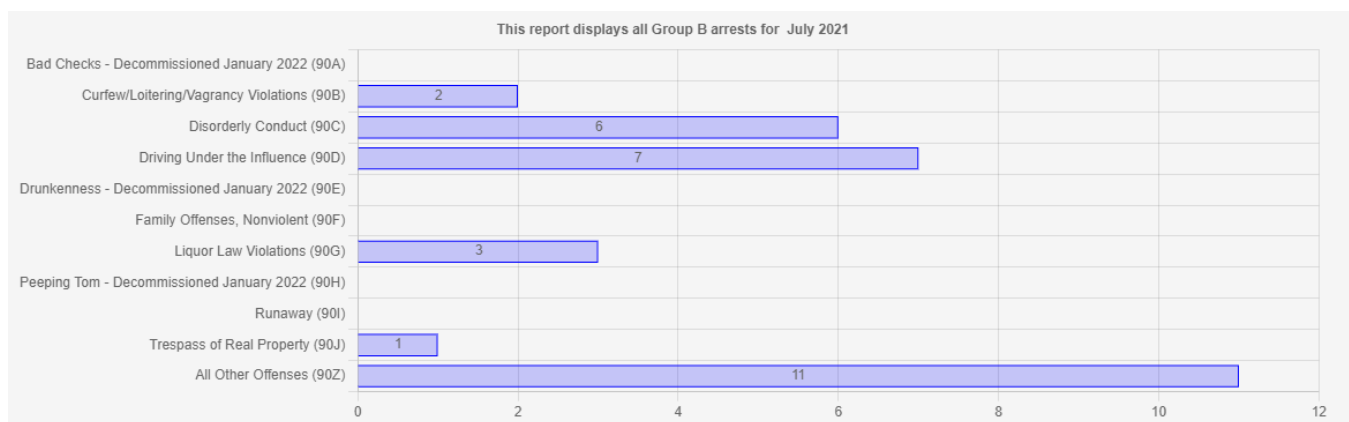


GROUP B ARREST DATA

July 2022



July 2021



CITATIONS, PARKING TICKETS, & WRITTEN WARNINGS

July	2022	2021
Citations (Inc. Parking Tickets & Written Warnings)	282	235

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

2	Dismissed
43	Paid in Full
1	Partial Payments Received
31	No Payment Received

Revenue Recapture Receipts:

2021 Total:	\$ 8,528.62
2022 To Date:	\$ 4,933.00

CONDUCT ON PREMISES ACTIVITY REPORT

ICR	Date Reported	Title	Address	Summary
22008872	07/06/22	Conduct on Premises	512 2 nd Ave NE	Conduct on Premises
22008916	07/07/22	Conduct on Premises	1704 Pine St	Conduct on Premises
22010144	07/30/22	Conduct on Premises	1613 8 th Ave NE	Conduct on Premises

BODY WORN CAMERA DATA REPORT

Month	Number of Videos	Hours of Video	GB of Videos	Average MB per Video	Average Time Length of Videos	Average Number of Videos Per Day
July	2067	436	762	377	12.67 Minutes	67



COMMUNITY OUTREACH

Independence Day Coloring Contest Winners

Congratulations to the winners of the Independence Day coloring contest.

Ace hardware staff, Brainerd officers, and Safety Pup had a great time handing out the prizes— a new bike and accessories – to each of the four winners.

Thank you to Brainerd Ace Hardware, for generously donating the prizes!



Traffic Control, Bike Patrol, and Community Engagement

Brainerd officers provided stepped-up traffic control and bike patrol throughout Brainerd, including the City Parks, to deter criminal activity and enhance public safety. Officers continued to stop and chat with our citizens at the weekly Performances in the Park and Here for Good Market, as well as other local events. Officers also provided a tour to approximately 15 developmentally disabled individuals to help them become better acquainted with officers in uniform.

Bags with Badges

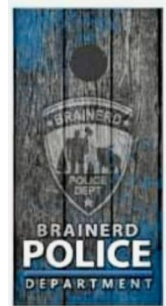
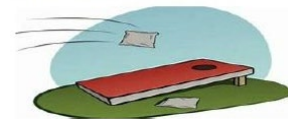
We are gearing up for our first ever “Bags with Badges” event that will be held on August 12 at the Northern Pacific Center between buildings 1 and 2.

This free event is for ages 17 and under, with two separate divisions based on age. Each participant will be randomly paired with a police officer, fire fighter, dispatcher, EMT, paramedic, etc. and then placed into a 32-team double elimination bracket. The 12 and under bracket starts at 10am and will finish at about 1pm. The 12 to 17 age bracket starts at 2pm and will finish at about 5pm. (Children who are 12 years of age can play in either bracket, but not both.)

Each participant is guaranteed to win a door prize and has an opportunity to win additional prizes, including a trophy or a set of custom Brainerd Police Department cornhole boards. Free food and beverages will also be provided for the participants.

Contact the Brainerd Police Department at (218-829-2805) to register.

Bags with Badges



14th Annual

WALK A MILE IN HER SHOES®

THE INTERNATIONAL MEN'S MARCH TO STOP RAPE, SEXUAL ASSAULT & GENDER VIOLENCE

August 27, 2022 – 10AM

@ Mills Ford, Baxter, MN



City of Brainerd
IT/GIS Department Monthly Report
July 2022

Projects

- PEG (cable TV) – channel began broadcasting on CTC 7/5. Waiting on hardware for Charter.
- BCA security audit – results of audit have various tasks required in 30 days, 6 months, and 2024. Work will continue for months to achieve required compliance.
- Preparing for phone system migration to the cloud, from on premise hardware
- Significant camera footage being requested for various incidents around town, time consuming
- Helping with Tree Inventory data collection for DNR emerald ash borer grant (no GIS intern)
- Preparing Street Sign Inventory – acquired hardware, planning software development

Software

- BS&A: support, reports, workflows, calendar syncing, etc
- Migration of park reservation/registration software – from RecNet to CivicRec
- Website - assistance to staff adding content

Hardware

- Second (redundant) internet connection wired into Police Dept. Project to configure automatic fail over in the works.
- Replacing various UPS batteries as a number have failed in recent months.

Other

- Technical support for numerous meetings – City Council, Park Board, Planning, HRA, EDA, etc
- Transitioning Paul S roles and rights to Jessie D
- Working on budget for 2023

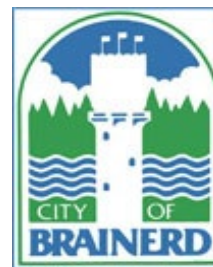
Statistics

Emails sent: 8,119 (262/day) received 27,900 (900/day)

Cisco Secure Endpoint: 3.92M files scanned, 656K IPs scanned

YouTube – City of Brainerd channel 682 views, 104.1 hours watched

MEMO



TO: Mayor and City Council

FROM: James Kramvik, Community Development Director

DATE: August 15, 2022

RE: Community Development Director Report

Building

The Community Development Department issued 100 building permits with a total project valuation of \$3,235,477 in the month of July. 4 permits for new single-family homes were issued in July.

Within the River-to-Rail incentive corridor, 14 permits were issued in July with a total project valuation of \$82,552 and \$2,474 in permit fees were waived.

*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 172 code enforcement inspections in July.

With the adoption of Ordinance No. 1524 on April 4, Community Development staff have moved to complaint driven enforcement only.

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

August 15, 2022

7:15 PM

Council Chambers

WebEx Teleconference Call-In Information Call Toll-

Free: 1-844-992-4726

Access Code: 2494 130 9992

1. Approve Event/ Street Closure Application- Warrior Homecoming 5k
2. Approve Event/Street Closure Application- Touch a Truck
3. Approve Event/ Street Closure Application- Bataan Memorial March
4. Approve Change Order 2 for Improvement 19-02- Cuyuna Lakes State Trail NP Center Segment



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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



SPECIAL EVENT APPLICATION

Date of Application: _____

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

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

Name of event: 2022 Brainerd Homecoming 5k

Organizer Information

Organizer's Name: _____

Organizer's Address: _____

Event Contact Person: _____

Event Contact Daytime Phone: _____

Event Contact E-mail Address: _____

Contact Name/Number Day of Event: _____

For Profit/Nonprofit Status (type): _____

Applicant information (if different from the event organizer):

Applicant Name: _____

Applicant Address: _____

Applicant Phone: _____

Applicant E-mail Address: _____

Event Information

Event Details (list each date separately)

Event Date	Start Time	End Time	Event Location(s) – see locations listed below
			(course maps provided as attachment)

Recurring event (requires only one application submittal per year)

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

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

Description of Activities

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

If riverfront park construction on East River Road by the BHS track is a concern, an alternate route using mainly pedestrian/bike paths is an option. Map attached.

Site Information

Electrical usage	Yes	No

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

Amplified Sound	Yes	No
-----------------	-----	----

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

Restrooms provided	Yes	No

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

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

Signs, banners, and/or posters/flyers	Yes	No

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

Trash Receptacle Disposal	Yes	No
---------------------------	-----	----

Company contracted for trash receptacle disposal: _____

Additional Event Information

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

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

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

Street Closure Request Information

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

	If riverfront park construction on East River Road by the BHS track is a concern, an alternate route using mainly pedestrian/bike paths is an option. Map attached.
Date and time for beginning of street closures:	
Date and time for reopening of streets:	

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

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

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

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

Hold Harmless Agreement and Insurance Information

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

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

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

Signature of Event Applicant

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



Signature of Applicant

Print Name

Contacts, Permits, and Fees Checklist

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

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

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

Contact Information

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

For Official Use Only

Department Sign-offs Required

Department	Date/Initials	Comments
Brainerd Public Utilities	_____	_____
City Administration	_____	_____
Engineering Department	_____	_____
Fire Department	_____	_____
Fire Support/EMS	_____	_____
Parks Department	_____	_____
Planning Department	_____	_____
Police Department	_____	_____

Event Application Approval

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

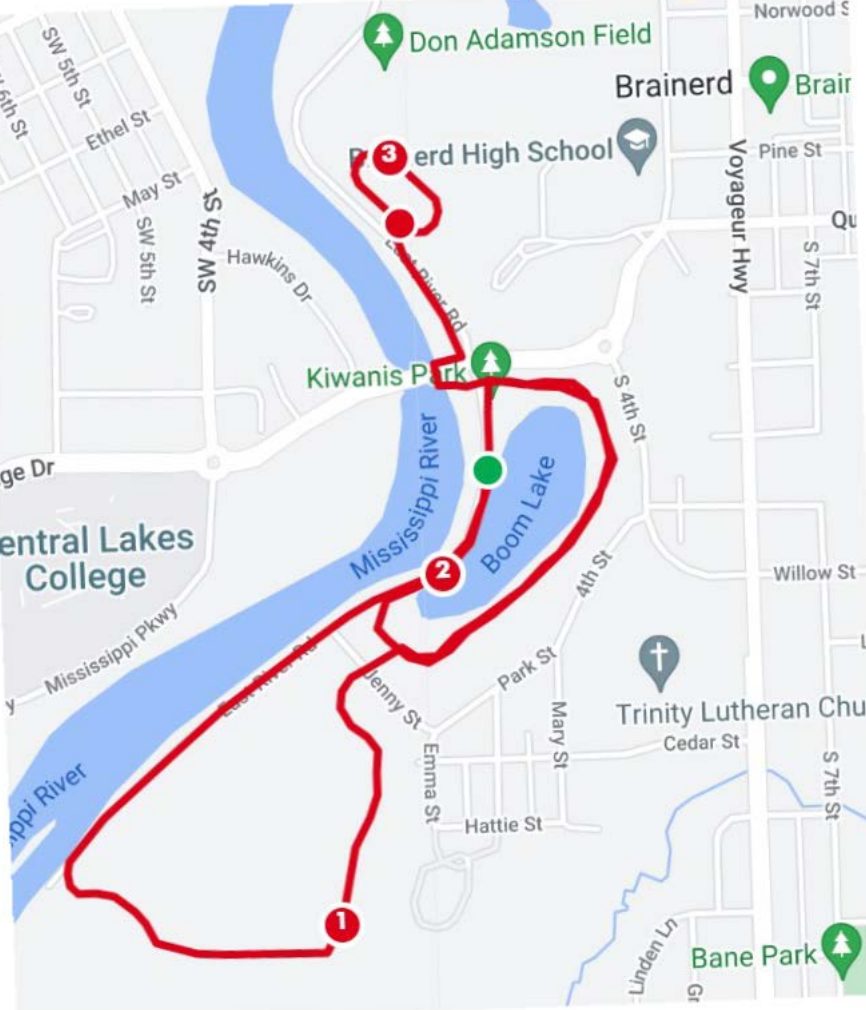
City Administrator

Date

Approval Conditions

Certification of Street Closure Approval

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



Don Adamson Field

Brainerd

Brainerd

Brainerd High School

Voyageur Hwy

Pine St

S 7th St

Kiwanis Park

Mississippi River

Boom Lake

2

S 4th St

4th St

Willow St

Central Lakes College

Mississippi Pkwy

Trinity Lutheran Church

Cedar St

S 7th St

Park St

Mary St

Hattie St

Jenny St

Emma St

Linden Ln

Bane Park

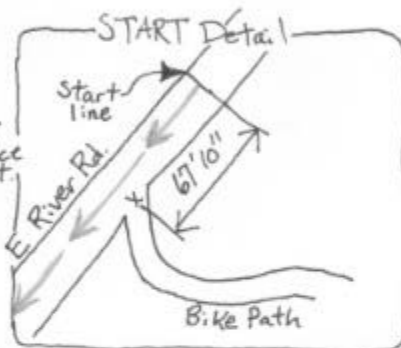


Brainerd Homecoming 5k

Brainerd, MN 56401



Runners use sidewalk (South side) for Laurel St. section



Start: 67' 10" N of center point of intersection of E side of E River Rd and bike path @ SE corner of Boom Lake. Marked with paint and nails on both sides of E River Rd.

Mile 1: 48' 3" S of center of sewer grate located on service road to water treatment plant next to Power substation # 44.

Mile 2: On bike path 102' N of N edge of sewer grate located on W side of S. 5th St. 1st sewer grate S of Quince St. / S. 5th St intersection.

Mile 3: 65' 6" from fiber optic CTC pole located outside fence line at N end of Brainerd High School track in line with long jump runways.

Finish: Enter Brainerd High School track through W gate near 100m start line and take best line to official track finish line.

Course description: From start, head SW on E River Rd, continuing on paved bike path and curving E to intersection with gravel service Rd to city water treatment plant. Turn N on service road to Jenny St. Cross Jenny St. to bike path and run around E side of Boom Lake. At N end of lake at Kiwanis Park, take best line W to paved path / W College Drive underpass. Path crosses river and turns E across E River Rd uphill to Quince St. Runners take best line from end of path to S. 5th St and proceed North to Laurel St. At Laurel St. runners are directed to sidewalk on S side of Laurel St. and head E. At intersection with 4th St. turn S on E River Rd to W entrance of Brainerd High School track, taking best line on track to finish line.

All points marked with paint.



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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



SPECIAL EVENT APPLICATION

Date of Application: _____

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

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

Name of event: _____

Organizer Information

Organizer's Name: _____

Organizer's Address: _____

Event Contact Person: _____

Event Contact Daytime Phone: _____

Event Contact E-mail Address: _____

Contact Name/Number Day of Event: _____

For Profit/Nonprofit Status (type): _____

Applicant information (if different from the event organizer):

Applicant Name: _____

Applicant Address: _____

Applicant Phone: _____

Applicant E-mail Address: _____

Event Information

Event Details (list each date separately)

Event Date	Start Time	End Time	Event Location(s) – see locations listed below

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

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

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

Description of Activities

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

Site Information

Electrical usage	Yes	No

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

Amplified Sound	Yes	No

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

Restrooms provided	Yes	No

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

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

Signs, banners, and/or posters/flyers	Yes	No

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

Trash Receptacle Disposal	Yes	No
---------------------------	-----	----

Company contracted for trash receptacle disposal: _____

Additional Event Information

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

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

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

Street Closure Request Information

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

Date and time for beginning of street closures: _____

Date and time for reopening of streets: _____

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

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

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

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

Hold Harmless Agreement and Insurance Information

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

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

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

Signature of Event Applicant

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

Signature of Applicant

Print Name

Contacts, Permits, and Fees Checklist

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

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

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

Contact Information

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

For Official Use Only

Department Sign-offs Required

Department	Date/Initials	Comments
Brainerd Public Utilities	_____	_____
City Administration	_____	_____
Engineering Department	_____	_____
Fire Department	_____	_____
Fire Support/EMS	_____	_____
Parks Department	_____	_____
Planning Department	_____	_____
Police Department	_____	_____

Event Application Approval

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

City Administrator or Parks & Recreation Director

Date

Approval Conditions

Certification of Street Closure Approval

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



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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



SPECIAL EVENT APPLICATION

Date of Application: _____

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

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

Name of event: _____

Organizer Information

Organizer's Name: _____

Organizer's Address: _____

Event Contact Person: _____

Event Contact Daytime Phone: _____

Event Contact E-mail Address: _____

Contact Name/Number Day of Event: _____

For Profit/Nonprofit Status (type): _____

Applicant information (if different from the event organizer):

Applicant Name: _____

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Event Information

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

Site Information

Electrical usage	Yes	No

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

Amplified Sound	Yes	No

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

Restrooms provided	Yes	No
--------------------	-----	----

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

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Signs, banners, and/or posters/flyers	Yes	No

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

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

Signature of Event Applicant

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

Signature of Applicant

Print Name

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MNDOT Baxter Office	(218) 828-5700 www.dot.state.mn.us

For Official Use Only

Department Sign-offs Required

Department	Date/Initials	Comments
Brainerd Public Utilities	_____	_____
City Administration	_____	_____
Engineering Department	_____	_____
Fire Department	_____	_____
Fire Support/EMS	_____	_____
Parks Department	_____	_____
Planning Department	_____	_____
Police Department	_____	_____

Event Application Approval

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

City Administrator

Date

Approval Conditions

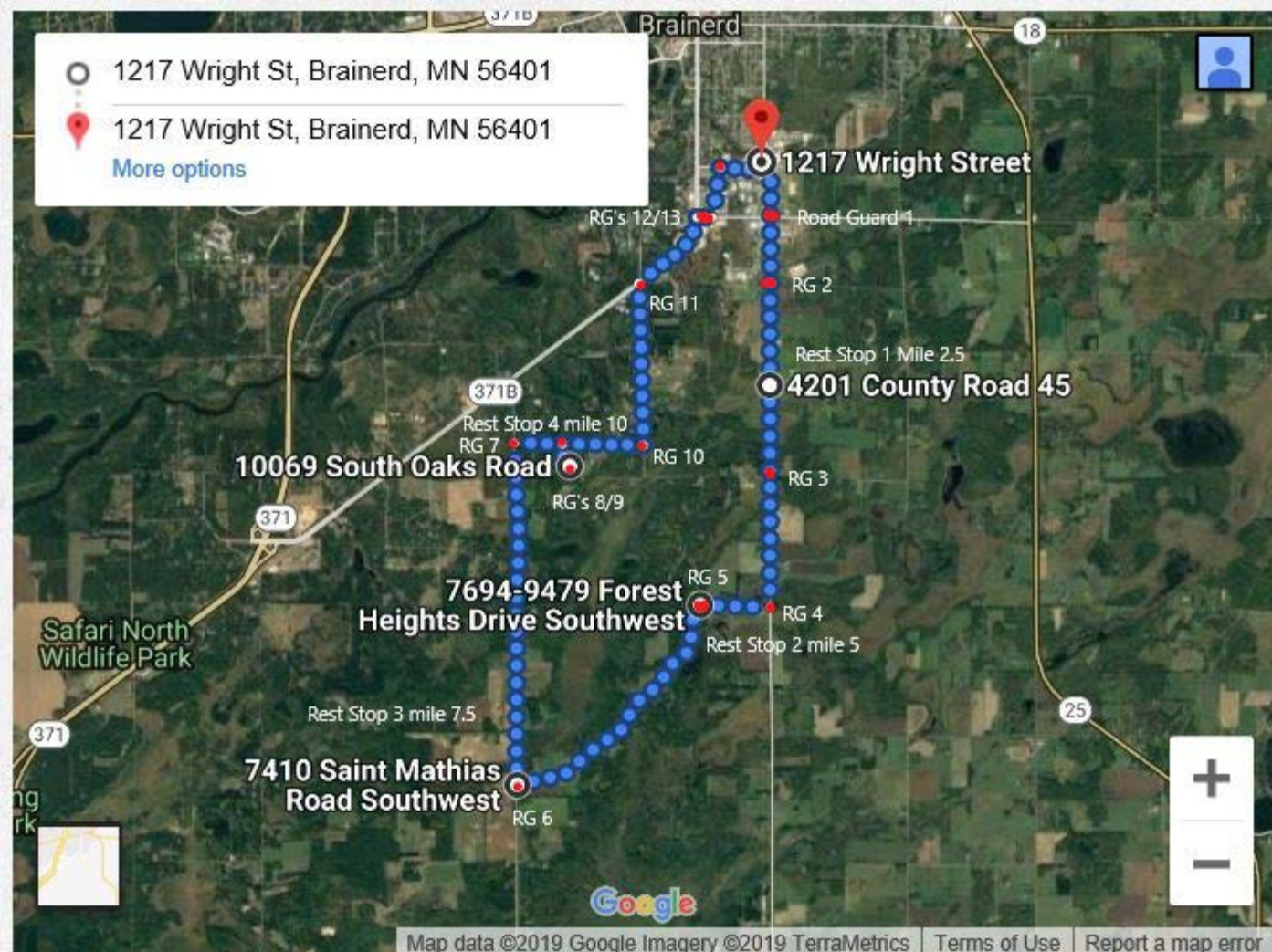
Certification of Street Closure Approval

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

○ 1217 Wright St, Brainerd, MN 56401

● 1217 Wright St, Brainerd, MN 56401

[More options](#)





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>	



Building a Better World
for All of Us®

August 9, 2022

RE: City of Brainerd, Minnesota
2022 Cuyuna Lakes State Trail NP Center
Segment - Surfacing Improvements
SEH No. BRDMN 149920 14.00

Honorable Mayor and City Council
c/o James Fladung, Assistant City Engineer
City of Brainerd
501 Laurel Street
Brainerd, MN 56401

Dear Mayor and Members of the City Council:

Enclosed please find Change Order No. 2 for this project.

The proposed changes are in response to unstable subgrade materials that were encountered during construction of the trail. Upon inspection of the existing soils and review with City Staff, it was determined that additional measures should be taken for the structural longevity of the trail.

The estimated total quantities and costs are included in the enclosed Change Order for this work. It is our understanding that each of the items listed will be eligible for reimbursement through the DNR trail funding. Upon acceptance, please sign and return the executed copy to SEH.

Please feel free contact me if you have any questions.

Sincerely,

Casey Zins, PE
Project Engineer

mrh
Enclosures
c: Scott Hedlund, SEH

\\sehsc\projects\ael\brdmn\149920\1-gen\14-corr\2022.08.09 | city change order no. 2.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 416 South 6th Street, Suite 200, Brainerd, MN 56401-3540
SEH is 100% employee-owned | **sehinc.com** | 218.855.1700 | 866.852.8880 | 888.908.8166 fax

CHANGE ORDER NO. 2

OWNER	City of Brainerd	DATE	August 9, 2022
CONTRACTOR	Knife River Corporation – North Central		
ENGINEER	SEH	SEH No.	BRDMN 149920
Project	2022 Cuyuna Lakes State Trail NP Center Segment - Surfacing Improvements, Brainerd		

You are directed to make the following changes in the Contract Documents:

Description: Perform subgrade correction work.

ITEM	DESCRIPTION	UNIT	UNIT COST	QUANTITY	AMOUNT
31	SUBGRADE CORRECTION	LS	\$3,748.67	1	\$3,748.67
TOTAL					\$3,748.67

Reason for Change Order: During construction, the Contractor notified the Engineer of a soft spot in the trail, due to questionable subgrade materials below the trail section. SEH and City Staff met on-site to review the subgrade issues with Knife River. It was determined that questionable materials needed to be excavated and replaced with borrow materials, and the layer of geotextile fabric placed beneath the trail section to separate borrow material from the underlying soils needed to be removed and reinstalled. The Engineer ordered the contractor to perform the corrective work and tracked the required labor and equipment time necessary for the changes. The replacement backfill was supplied by NPC and the cost for this material is being negotiated between NPC and the City, separate from this Contract. Below is an itemized breakdown of the extra work performed by Knife River:

• Placed 2,625 square feet of Type 5 Geotextile Fabric	\$ 318.67
• Blade & Operator Time (8 Hours x \$150/hour)	\$ 1,200.00
• Side Dump & Operator Time (6 Hours x \$105/hour)	\$ 630.00
• Water/Roller & Operator Time (8 Hours x \$120/hour)	\$ 960.00
• Crew Foreman Time (8 Hours x \$80/hour)	\$ 640.00
Total Subgrade Correction	\$ 3,748.67

ITEM	CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES	
		Substantial Completion	Ready for Final Payment
Original Contract Price:	\$375,705.98	06/15/2022	06/24/2022
Net increase (decrease) from previous Change Order No. 1 to 1	\$45,640.00	-	-
Contract price prior to the Change Order:	\$421,345.98	06/29/2024	07/08/2022
Net increase (decrease) of this Change Order:	\$3,748.67	08/08/2022	09/09/2022
Contract price with all approved Change Orders:	\$425,094.65		

In accordance with the Minnesota Uniform Transaction Act, an electronic signature on this document is binding and afforded the same effect as if the document was signed by hand.

RECOMMENDED:

SEH
416 South 6th Street, Suite 200
Brainerd, MN 56401

By: 
Title: Project Engineer
Date: 08/09/2022

APPROVED:

City of Brainerd
501 Laurel Street
Brainerd, MN 56401

By: 
Title: City Engineer
Date: 8/9/22

ACCEPTED:

Knife River Corporation – North Central
PO Box 1333
St. Cloud, MN 56302-1333

By: 
Title: PM
Date: 8-9-22

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

August 15, 2022

7:00 PM

2nd Floor Conference Room WebEx Teleconference

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

Access Code: 2481 381 9708

1. Accept the Retirement of Parks Administrative Assistant Kim Finch
2. Authorize Staff to Negotiate Memorandum of Agreement (MOA) for Acting Transit Coordinator
3. Accept Resignation of Community Service Officer (CSO) and Request to Hire
4. Approval of Updated Organizational Chart
5. Consider Approval of the Telecommuting/Remote Work Policy
6. Authorization to Sign Updated Heartland Animal Rescue Team (HART) Impound Contract
7. Consider Request by Habitat for Forgiveness of Assessments and Loan
8. 2021 Tax Increment Financing (TIF) Report Summary- Informational



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>	

RECEIVED

AUG 05 2022

CITY OF BRAINERD
ADMINISTRATION



August 5, 2022

Kris Schubert, Human Resources Director
City of Brainerd
501 Laurel Street
Brainerd, MN 56401

Dear Ms. Schubert:

Please consider this my formal notice of retirement from employment with the City of Brainerd.

My last day in the office will be Thursday, November 10, 2022, and I will use accrued vacation hours through and including Friday, December 16, 2022. If there are excess vacation hours after December 16, 2022, I understand those funds will be deposited to my Health Care Savings Plan account as defined in the IBEW Local Union #31 Labor Agreement.

It has been my sincere pleasure and honor to be a City of Brainerd employee. I nicknamed the Parks and Recreation Department the "fun" department many years back, and I have truly enjoyed the many various aspects of this job and the people I have worked with. I have seen many changes since I was hired on April 3, 2000. It is wonderful to see the investments the City is making in its beautiful park system. For many years this was not the case. Growing up two blocks from Gregory Park, I know and appreciate the value of having beautiful neighborhood parks, as well as regional parks that provide all kinds of active and passive recreation opportunities for residents and visitors.

I hope my successor enjoys this job as much as I have for 22 years.

Sincerely,

A handwritten signature in blue ink that reads 'Kimberly K. Finch'. The signature is fluid and cursive, with the first name 'Kimberly' and last name 'Finch' being the most prominent parts.

Kim Finch, Administrative Specialist
Brainerd Parks and Recreation



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

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Brainerd City Council Agenda Request

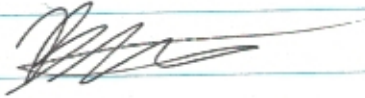
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07/27/22

I CSO officer Grevon Lesner hereby
resign from the Brainerd Police Department
effective immediately, 07-27-2022



RECEIVED JUL 27 2022
P701



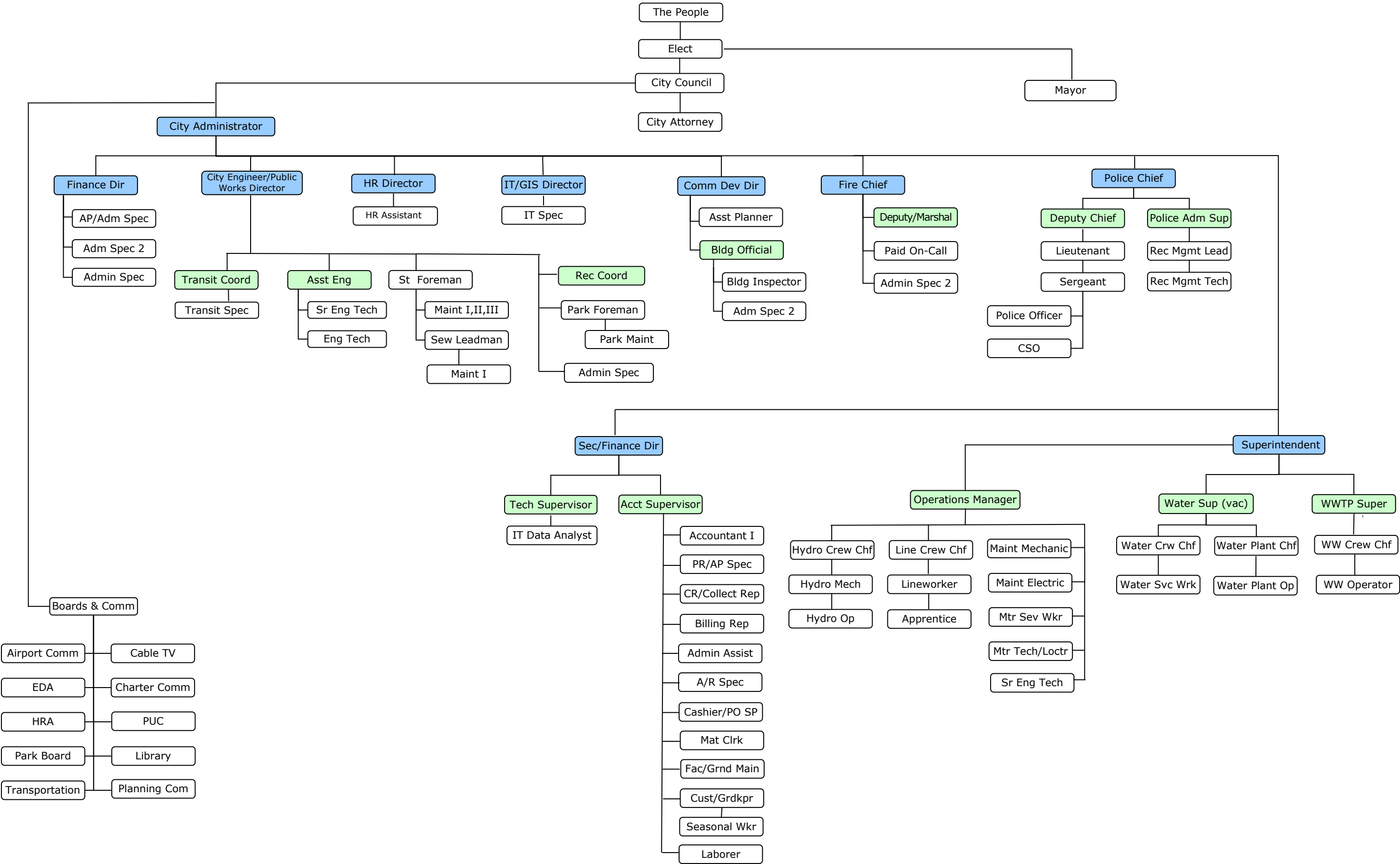
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City of Brainerd, Minnesota—Organizational Chart
August 15, 2022





Brainerd City Council Agenda Request

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Submitted by:	Department:
Presenter (Name & Title):	Estimated Time Needed:
Summary of Issue:	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion:	
Financial Impact: <i>Is there a cost associated with this request:</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping</i> \$ _____ <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>	

CITY OF BRAINERD

TELECOMMUTING / REMOTE WORK POLICY

Purpose

The City of Brainerd, first and foremost, is committed to providing excellent customer service for our residents. The City also recognizes the importance of providing options and flexibility to the normal working environment which utilizes technology in order to attract and retain critical employee talent, improve employee satisfaction, increase productivity and efficiency, and save on workspace and costs. A remote work policy provides these benefits to the City and is hereby adopted according to the terms below.

The City recognizes that this program is not an option for all employee work groups, job classifications, or departments. This policy governs the practice of working remotely from locations other than a City facility, including an employee's home. Remote work must not adversely affect other operational needs of the City. It is voluntary for the employee and at the sole discretion of management. Working remotely is neither a benefit nor a right; it is a privilege. Permission for the arrangement may be withdrawn at the sole discretion of the City at any time, with or without notice.

General Guidelines

Remote work as defined for this policy includes:

- Working all scheduled hours off-site;
- Working some scheduled hours off-site and some on City premises; or
- Temporary Telecommuting: The employee will be scheduled to work from home on a temporary basis due to unique and unusual circumstances, such as temporary physical mobility issues or a temporary shortage of City office space. The duration of the agreement will be determined by the employee and the supervisor prior to authorization and may be extended if agreed upon by all parties.

Regardless of location, and unless otherwise required by law, all remote workers remain responsible for all job duties, responsibilities and obligations associated with their position, even if such duties require the employee to come into a City facility while performing work remotely. This arrangement does not change the basic terms and conditions of employment. The employee's salary, benefits, work status, and responsibilities will not change as a result of working at home.

All City employees who meet the eligibility criteria will be considered for remote work on a case-by-case basis, where creative work arrangements meet the criteria and guidelines set forth below. Remote schedules may be changed to accommodate the needs of the City, at the City's sole discretion, or when employee job duties change.

When making the decision to approve remote work, Supervisors, Department Heads, and the City Administrator will consider the following factors and guidelines:

- The needs of the Department.
- The employee's work duties and the ability to measure work performed.

- The availability and costs of needed equipment.
- The remote work arrangement must be set in advance and approved by the Supervisor, Department Head, and the City Administrator.
- Remote work requires the same focus on job duties as if the employee were in the office; Interruptions from household members, pets, or other distractions may disqualify an employee from remote work.
- There must be no adverse impact on internal or external customers including, but not limited to:
 - There must be adequate department coverage during all standard hours.
 - Client service does not decrease.
 - There must be no known safety issues associated with working remotely.
 - Working from home does not increase the workload for other staff.
 - Working from home does not disrupt the work of the remote worker or other staff.
 - The schedule must not result in additional overtime for the employee or co-workers.
 - There must not be any known security issues with technology or otherwise, in order to protect nonpublic government data.
- The employee's performance, work habits, and abilities, are conducive to working from home.
- Their duties can be fulfilled from within the working-at-home structure.
- This arrangement will not be approved for employees who have work performance issues.
- Internal and external customers must be given direction on whom to contact in the employee's absence if the employee is not available during all business hours.
- The City of Brainerd uses various network and web-based meeting platforms to facilitate communication with both internal and external customers.
- The employee will receive no more than eight hours of holiday pay for each City holiday.
- The employee will not be allowed to work outside the State of Minnesota unless the situation has received specific approval from the applicable supervisor, Department Head, Human Resources Director, Information Technology Director and the City Administrator.

Remote work arrangements may vary depending on the position and department. Supervisors are responsible for determining the work schedules within their departments and subject to the approval of the Department Head and City Administrator. Said work schedule shall not entitle the remote worker to automatically incur overtime as required by applicable union contract provisions and/or the Fair Labor Standards Act (FLSA) or other law. Because the primary focus is serving the needs of the customers, remote work arrangements may not be possible for some positions.

Employees seeking to enter into a remote-work arrangement and their supervisors should also consider various types of scheduling options for efficiency and productivity, including:

- Entire weeks in the office or working remotely
- Certain days in the office; remaining days working remotely
- Whether to have entire teams of employees in the office on the same day each week or at the beginning of each month, etc.

A remote work agreement is included in this policy as Appendix A. It must be completed and signed by the Department Head, the City Administrator, and the employee at least two weeks prior to beginning the remote work arrangement.

All State and federal statutes, rules and regulations, as well as all City ordinances, policies, and procedures, including applicable data security guidelines, must be followed when working remotely.

Supervision and Performance Evaluation

For employees who are working remotely at least half of their schedule, supervisors must hold regular meetings to discuss work performance for the first three months. These meetings can be conducted by phone, virtual computer technology or in person. Evaluation of remote worker performance beyond the initial three months will be consistent with that received by employees working at the office along with the employee's annual review and/or when the supervisor, department head, or City Administrator deems it appropriate) to determine if the telecommuting guidelines and the agreement are being met and if the arrangement may be continued. Such determination will be at the sole discretion of the Department Head and City Administrator.

If any of the following events occur, the telework agreement is suspended and the employee must immediately return to work at their regular City-work location until to the City determines whether to continue the telework agreement:

- A change in the teleworker's job duties.
- Teleworker or supervisor changes position
- A change in any of the conditions of the telework agreement unless the change is acceptable under a new Telecommuting/Remote Work arrangement.

Employees must keep their supervisor informed of progress on assignments worked on at home and any problems experienced. Employees must communicate as needed to ensure they are meeting the needs of their supervisors, co-workers, clients, and customers.

If work performance declines, becomes unsatisfactory and/or if this policy requirements are not being met, the remote work arrangement may be terminated at the discretion of the City. In the event of such termination, any City equipment provided to the employee for purposes of facilitating remote work will be returned.

Work Hours, Calendars and Meetings

The employee and supervisor will agree on the number of days of remote work that will be allowed each week, the work schedule the employee will customarily maintain including breaks, during the regular working day, and the manner and frequency of communication. The employee agrees to be accessible by phone, virtual computer software, and email during the regularly scheduled workday. Remote work hours are not personal time and should not be used for personal activities such as running errands or as a substitute for dependent or elder care.

Subject to the terms of any applicable contract or law, the supervisor may temporarily adjust the work schedule or location as needed to meet the operational needs of the City.

Remote workers who are not exempt from the overtime requirements of the Fair Labor Standards Act (FLSA) will be required to record all hours worked in a manner designated by the City. Such employees will be held to a higher standard of compliance than office-based employees due to the nature of the work arrangement. Hours worked in excess of 40 hours per week, will require advance approval of the supervisor. Failure to comply with this requirement may result in termination of the remote work arrangement and other consequences, consistent with applicable law, City policy, and the terms of any applicable contract.

Remote workers who are exempt from the overtime requirements of the FLSA must follow the City's normal payroll and timekeeping policies and are generally accountable for their normal work week hours (e.g., for most full-time employees that will be at least 40 hours/week).¹

The employee should request approval for temporary deviations in their established work schedule from their supervisor in the same manner that they would without a flexible work arrangement. All remote workers must use sick, vacation, or compensatory time off as needed to cover periods of time off, following the City's normal paid leave policies and the terms of any applicable contract.

Remote workers are responsible for keeping their electronic calendars up-to-date and accessible to their Department Head and immediate supervisor(s) for all scheduled work hours. Appointments for doctors or other private appointments can be marked as "private" or "personal time out of office." Include travel time as needed to help others schedule meetings.

Unless excused by the supervisor, remote workers must attend all required training and meetings, including those which normally would be held on a remote workday, and are also responsible for obtaining information from optional meetings when such meetings impact their work with the City. Supervisors are responsible for setting expectations for their work teams regarding whether meeting attendance will be in-person, remote or a combination, considering these guidelines:

- Meetings of a sensitive, highly interactive, or complex nature are best held entirely in-person (e.g., brainstorming, troubleshooting, project "kick-off" meetings, performance reviews, disciplinary meetings).
- In-person business meetings with others may be conducted off-site at an appropriate location, depending on the nature of the meeting, but cannot be held at an employee's home.

Work Environment and Technology

For employees working remotely on a routine basis, the employee must establish an appropriate work environment to avoid problems associated with safety or poor ergonomics. The City will not be responsible for costs associated with the initial setup of the employee's remote office, such as remodeling, furniture, lighting, repairs, or modifications to the office space. The employee's designated at-home workspace will be considered an extension of the employee's primary worksite. The designation of the at-home workspace shall be agreed upon by the employee, the Department Head and City Administrator before the City remote work agreement is finalized. The designation of the at-home workspace may not be changed without prior written approval of the Department Head. Any tax implications related to the at-home workspace are the responsibility of the employee.

¹ https://www.osa.state.mn.us/media/01rlhhs0/employeetimekeepingproc_0808_statement.pdf

The employee must have and maintain an adequate and reliable internet connection with enough bandwidth to reliably connect to the City's VPN and to efficiently perform their work. As bandwidth requirements can vary greatly depending on the work to be performed, employees should contact IT if they need assistance determining the appropriate bandwidth for their specific needs. Internet costs for a home/remote office are the responsibility of the employee.

All City-owned equipment, City files, records, and other City property, must be returned upon the termination of the remote work arrangement or at termination of employment, for any reason.

The employee is required to notify his/her supervisor and IT immediately of any equipment malfunction or failure. In the event of malfunction or failure, the employee's supervisor may require the employee to report to another work location, take vacation, or make up the work time.

The City will provide employees with appropriate technology (e.g., computer, monitor(s), docking station, mouse, keyboard, headset) for one primary work location.

The City will supply the employee with the appropriate office supplies (pens, notebooks, etc.) for their assigned job responsibilities. The City will also reimburse the employee for all appropriate business-related expenses, consistent with City's Employee Policy Manual (EPM); however, the employee may be required to come into the City workspace in order to perform some duties such as mailing, printing, scanning, and photocopying. The City will not reimburse the employee for the cost of off-site related expenses such as heat, water, electricity, and other utilities associated with maintaining an at-home or off-site office.

The equipment, supplies and other property provided to the employee by the City is provided exclusively for use in providing City services. Any person not employed by the City (including household members) may not use the provided equipment or supplies. All employee's use of City-owned equipment and City electronic resources is subject to all applicable City policies regarding the use of such equipment and/or resources, regardless of whether the equipment and/or resources are accessed at an employee's remote work location or on City property.

If a City facility is closed due to a natural or human-made emergency, an employee already set up with a remote work agreement and equipment will be expected to work as normally scheduled if able to do so. The City may, but is not required to, provide shared office space for the use of employees who have a full-time remote-work agreement but need to come into the office on an occasional basis.

The City will not provide technical support to the employee's personally owned hardware or software. Employee-owned hardware or software is not allowed per the EPM.

City Employment Policy and Benefits Coverage

Normal commute time between a telework location and the principal work location is not work time. If the supervisor requires the teleworker to attend a meeting during the teleworker's normally scheduled work hours, travel time between the telework location and the principal work location is considered work time. For example, if a teleworker begins work at the telework location at 8 am, and then travels to the principal work location for an emergency meeting beginning at 10 am, travel time would be considered work time. Travel home from the principal

work location is not work time, unless the teleworker continues to perform work activity from the telework location after returning from the principal work location. Mileage between the Telework location and the principal work location shall be considered commuting mileage and is not subject to reimbursement.

The City's normal policies and procedures (for example, technology/computer use, data practices, respectful workplace, outside employment, etc.) apply to employees working remotely. Employees must ask their supervisors if they have any questions about whether or how a particular City policy applies to a remote work environment.

The City is responsible for providing City-owned hardware, software, and other equipment located at the telework location. Any software installations or maintenance that cannot be accomplished remotely may require the employee to bring the hardware to a City building. The City does not assume responsibility for any loss, damage, or wear to employee-owned equipment or furnishings.

The City assumes no liability to third parties for injuries or property damage occurring at the employee's home. Employees remain liable for such injuries and damages.

Any insurance for city-owned equipment is the responsibility of the City. Teleworkers are responsible for purchasing personal insurance for employee-owned equipment and for the telework location, if desired. The City is not responsible for any loss or damage to any employee-owned equipment. The supervisor should be consulted in the event of any damage to, or loss of, city owned property.

An employee working remotely is generally covered by the City's Workers' Compensation insurance while acting in the course and scope of employment and must report any injury to their supervisor and Department Head as soon as possible.

Data Privacy

The legal status of all data used, accessed, created, stored, maintained, or disseminated by the employee remains unchanged by the employee's work location.

Employees will take all necessary precautions to secure and prevent unauthorized access to all data used in the performance of their work responsibilities and agree to follow all pertinent policies, laws, and rules regarding data privacy.

Documents, reports, data, and software products created as a result of work-related activities are the property of City and are subject to City policies and state law.

Handling and disposal of documents, reports, and data will be in accordance with City policy.

Adopted: 8/15/2022

City of Brainerd Remote Work Agreement

(Exhibit A of the City of Brainerd's Telecommuting/Remote Work Policy)

Employee Name:		Date:	
Department:			

This Agreement is not a contract and can be changed or cancelled by the City at any time, at the sole discretion of the City.

REMOTE WORK SCHEDULE

Effective date of remote work schedule (mm/dd/yyyy):

enter remote work beginning date

The following will be your normal remote work schedule. All overtime work must be pre-approved by your supervisor.

<i>Day of the Week</i>	<i>Work Hours</i> Example: 8:00 AM – 4:30 PM	<i>Location</i> R = Remote work O = City Office
Monday		
Tuesday	Enter Tuesday work hours here.	Enter T or O to indicate remote work location on Tuesdays.
Wednesday		
Thursday	Enter Thursday work hours here.	Enter T or O to indicate remote work location on Thursdays.
Friday		

EQUIPMENT/SUPPLIES

Item Type	Serial Number (if applicable)	Description of Item
Enter first item type	Enter first item's serial number	Enter first item
Enter third item type	Enter third item's serial number	Enter third item

COMMUNICATION/AVAILABILITY

List communication expectations of remote worker, including expected response time, etc.

PERFORMANCE EXPECTATIONS

List how employee's work will be monitored or evaluated, including any details on measuring performance.

CANCELLATION

This Remote work Agreement can be cancelled at any time by either party. If you wish to cancel this Remote Work Agreement, you must provide sufficient advance notice to your supervisor.

SPECIAL CONDITIONS

List any additional instructions, conditions, restrictions, or exceptions relating to this Remote work Agreement.

CITY OF BRAINERD REMOTE WORK TERMS AND CONDITIONS

I agree to perform services for the City of Brainerd as a remote worker. I understand and agree that remote work is a management tool to be used at the sole discretion of the City and is voluntary. As such, I understand and agree that my remote work arrangement may be changed or cancelled at any time, at the City's sole discretion.

I have read, understood, and agreed to the City of Brainerd's Telecommuting/Remote Work Policy and the terms and conditions specified in this agreement, including the requirement to set up an appropriate remote work station.

I understand that I am expected to comply with all City policies, guidelines, rules, regulations, and state and federal laws while I am remote working in the same manner as if I was not remote working.

I have read and agree to the terms and conditions of this Agreement.

Employee Signature:		Date:	
Supervisor Signature:		Date:	
Dept. Head Signature (if applicable):		Date:	
HR Director Signature:		Date:	
City Administrator Signature:		Date:	

Original to Personnel File

Copy to Employee

Copy to Supervisor



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>	



SERVICE CONTRACT

HEARTLAND ANIMAL RESCUE TEAM (HART)

Office: (218) 829 4141 Fax: (218) 829 6866

This service agreement made by, **Heartland Animal Rescue Team** and the city **Brainerd, Mn** ;
Hereafter referred to as HART, and the city of Brainerd, hereafter referred to as the
Municipality, witness:

1. HART contractually agrees to provide the services listed below to the municipality and that those services will be carried out under the terms stated in this service agreement.

- The HART facility will serve as a holding facility for stray and impounded animals.
- Municipality law enforcement/animal control will have 24-hour access to bring animals into the HART facility for impounding.
- HART will hold animals brought in for a minimum of five (5) days. If no owner claims an animal within that time, the animal becomes the legal property of HART. Municipality will pay impound fees in addition to euthanasia fee if animal is deemed unadoptable.
- HART will collect all Impound fees before any impounded animal is release to owner.
- HART will issue animal licenses on behalf of the municipality in accordance with the Brainerd city code. HART shall collect and remit the appropriate license fee to the municipality, provided that HART may retain \$5.00 per license issued.
- HART will invoice the municipality monthly for administrative fees and any impounding fees incurred that month.

2. The Municipality contractually agrees to the following terms:

- They will maintain a current contract with HART. This contract may be changed by either party with thirty (30) days written notice. Contracts are based on the calendar year.
- All animal control will be a function of the municipality law enforcement. These functions will include, but not be limited to, picking up animals, tranquilizing when necessary and disposing of dangerous/vicious animals.

- All public requests for animal control will be handled by municipality law enforcement.
- The municipality will be responsible for any veterinary cost incurred during impound period.
- The municipality will pay HART according to the fee schedule set forth between HART and the municipality to include:
 - a. Impound fees: \$17.00 per day for each animal impounded; maximum of five (5) days. *If owner claims animal the fees collected will be turned over to municipality*
 - b. An annual administrative fee of \$1.60 per capita. Based on the 2020 census. This fee can be billed monthly, quarterly, or annually and covers administrative duties related to impound
 - c. Veterinary charges as charged by the clinic
 - d. Euthanasia fees for unadoptable animal
 - e. Quarantined animals (e.g.) aggressive, rabies observation, will be charged for special care handling at the rate of \$50.00 per day impound plus a one time \$50.00 administrative fee, for a maximum of ten (10) days.

3. The undersigned have read and understand this contractual service agreement. They agree to the terms and conditions stated. Contract is based on the calendar year 2023

Municipality Representative

Title

Donna Wernke

HART Executive Director

HART Representative

Title

Date: *7-26-2022*

Summary of General Provisions:

- HART will provide the municipality with proof of insurance.
- Animal care will be in compliance to standards listed in the Minnesota Animal Welfare Statutes.

- Sick or injured animals will be evaluated for medical needs and treated if required. HART will not be responsible for animal that arrive sick, injured or die as a result of arrival condition, while in impound.
- HART will invoice the municipality monthly.



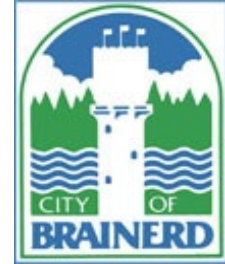
Brainerd City Council Agenda Request

Requested Meeting Date:

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MEMO



TO: Mayor and Council

FROM: Finance Director Connie Hillman

DATE: August 9, 2022

RE: Request by Habitat for Forgiveness of Assessments and Loan

Habitat is interested in acquiring 3 parcels from the tax forfeit listing and is requesting the City Council to waive its right to collection of outstanding assessments and a CDBG lien. Information about the parcels are listed below:

- PID 41250768 (1108 Oak Street), this is a vacant lot, the County had previously demolished the home. Habitat's plan is to be build a single-family home for ownership on this lot in 2023. There are two items Habitat would like the Council to consider:
 - There is \$4,241.61 in outstanding principal and interest nuisance assessments against this property for mowing/junk/citations from pay years 2012-2018.
 - \$12,000 lien from an early '80's CDBG owner occupied grant that is payable only on the transfer of ownership. This is one of 5 outstanding owner-occupied grants, and 1 rental dwelling loan that total \$59,286 and remain outstanding. Of that group, the last loan that the City received payment on was in June of 2019 and the loan was paid in full. The City accepted a partial payment on another loan in 2014. There is a 15-year statute of limitations that runs from the date the mortgage was filed. In this case, from 1983, so the mortgage cannot be foreclosed. That leaves the promissory note, on which there is a six-year statute of limitations that began to run when the note came due, likely in 2018. The loans, however, were to people with limited financial needs and given the fact that this home has been removed from the property, the ability to collect on this grant is questionable.
- PID's 41191554 and 41191555 (504 and 506 1st Ave NE), are vacant lots, the County had previously demolished the home. Habitat's plan is to build a single-family home for ownership on these lots (one home) in 2023.
 - There is \$1,301.38 in outstanding principal and interest nuisance assessments against this property for mowing/junk/citations from pay years 2014-2017.



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:
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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>	

City of Brainerd, Minnesota

Annual Disclosure of Tax Increment Districts for the Year Ended December 31, 2021

TIF District Name:	TIF 4-11 East Brainerd Mall	TIF 4-13 Timberland Townhomes	TIF 4-15 Artspace	TIF 4-16 Taco John's	TIF 4-17 Jimmy John's	TIF 4-18 Royal Tire
Current net tax capacity	\$244,250	\$14,154	\$28,748	\$10,474	\$5,394	\$9,992
Original net tax capacity	\$50,184	\$253	\$22,158	\$7,346	\$2,848	\$6,578
Captured net tax capacity	\$194,066	\$13,901	\$6,590	\$3,128	\$2,546	\$3,414
Principal and interest payments due in 2022	\$184,286	\$10,931	\$5,329	\$2,615	\$2,084	\$4,286
Tax increment received in 2021	\$184,921	\$11,591	\$6,174	\$2,935	\$1,183	\$4,581
Tax increment expended in 2021	\$185,068	\$11,061	\$5,207	\$2,777	\$2,233	\$3,852
Month and year of first tax increment receipt	7 / 2004	7 / 2003	7 / 2009	7 / 2009	7 / 2010	7 / 2017
Date of required decertification	12/31/2029	12/31/2028	12/31/2034	12/31/2034	12/31/2035	12/31/2042

Additional information regarding each district may be obtained from-

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

City of Brainerd

Proclamation

WHEREAS, the First Congregational United Church of Christ of Brainerd is celebrating its 150th Anniversary in 2022.

WHEREAS, the Church's cornerstone was set at 415 Juniper Street, Brainerd in 1872.

WHEREAS, the First Congregational Church is a place to know and experience God, to explore spirituality, wrestle with difficult questions, to create community with others who desire to follow the ways of Jesus, and to act on issues of justice and compassion.

WHEREAS, the church family is known for incredible music, a multitude of outreach programs, great food and fellowship, and strong commitments to social justice and environmental justice.

THEREFORE, I, Mayor Dave Badeaux, do hereby proclaim:

August 14th, 2022

As the Culminating Worship Service for the First Congregational United Church of Christ in Celebration of their 150th Anniversary.

*IN WITNESS WHEREOF, I have hereunto set
my hand and caused the Seal of the City of Brainerd
to be affixed this 14th day of August 2022*



Mayor Dave Badeaux

