

CITY COUNCIL AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Monday, December 19th, 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: 2485 027 4243

Attend by phone **Safety and Public Works Committee 6:30 PM**: 1-844-992-4726 Meeting
Access Code: 2495 267 0539

Attend by phone: **Personnel and Finance Committee 7:00 PM**: 1-844-992-4726 Meeting
Access Code: 2499 680 6998

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**

____ G. Johnson ____ W. Bieser ____ T. Stenglein ____ T. Erickson

____ M. O'Day ____ K. Stunek ____ K. Bevans ____ Mayor Badeaux

3. **Pledge Of Allegiance**

4. **Approval Of Agenda - Voice Vote**

5. **Consent Calendar**

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

A. **Approval Of Bills And Transfers Of Funds**

Public Safety Fund to Fire Capital Fund (per FAB Agreements)	\$114,601
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Documents:

NOV 22 PREPAID REGISTER.pdf
121922 COUNCIL AP INV REGISTER.pdf

B. **Approval Of Minutes**

Documents:

2022-12-05 CC Draft.pdf
2022-12-12 Budget Hearing- Amended.pdf

C. Approval Of Licenses
Contractor Licenses

Documents:

20221219 Contractor Licenses.pdf
2023 COUNCIL APPROVALS -12-19-22.pdf

D. Department Activity Reports

Documents:

CDD Report.pdf
2022-11 PD Report.pdf

E. Approve Memorandum Of Understanding Renewal With Central Lakes College For Sexual Assault Related Matters

Documents:

RES Renew MOU with Central Lakes College.pdf

6. Presentation

A. Presentation MnDOT Current Layout From PMT And Set Public Hearing

Documents:

MA - TH 210-Washington Layout Presentation.pdf

B. Annual Presentation By Brainerd Community Action

Documents:

BCA Presentation.pdf

7. Council Committee Reports

A. Safety And Public Works Committee 6:30 PM
WebEx Teleconference Call-In Information

Call Toll-Free: 1-844-992-4726 Access Code:2495 267 0539

Documents:

12-19 SPW Agenda.pdf

1. Adopt Resolution Approving Transit 2020 Bus Purchase

Documents:

SPW - Transit Bus Purchase.pdf

2. Adopt Resolutions For Surface Transportation Block Grant Program (STBGP) Grant Application

Documents:

SPW - STBGP Grant Resolution.pdf

3. Adopt Resolutions For Transportation Alternatives (TA) Grant Application

Documents:

SPW - TA Grant Resolutions.pdf

4. Approve Street Light Standards And Details

Documents:

SPW - Street Lighting Policy.pdf

5. Approve Street Light Request

Documents:

SPW - Street Light Request.pdf

B. Personnel And Finance Committee 7:00 PM

WebEx Teleconference Call-In Information

Call Toll-Free: 1-844-992-4726 Access Code: 2499 680 6998

Documents:

12-19 PF Agenda.pdf

1. Ratify The Hiring Of Community Service Officer Dominick Bailiff

Documents:

PF - Ratify Hiring of CSO Dominick Bailiff.pdf

2. Approve 2023 IBEW Administrative Support Union Contract Agreement

Documents:

PF - Approve IBEW Adm Support 2023 Union Contract.pdf

3. Approve 2023-2025 IUOE Parks Union Contract Agreement

Documents:

PF - Approve IUOE Park Maintenance 2023-2025 Union Contract.pdf

4. Request Authorization To Advertise For A Senior Engineer Tech/Project Manager Position

Documents:

PF - Request Authorization to Hire Senior Eng Tech_Proj Mgr.pdf

5. Consider Library Board's Request For Parking Spots In Maple Lot

Documents:

PF - Library Parking.pdf

6. Discussion Of Street Vehicle Replacement

Documents:

PF - Street Vehicle.pdf

8. Unfinished Business

A. Call For Applicants - Informational

(Application Information at www.ci.brainerd.mn.us/boards-commissions)

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

Charter Commission – 4 terms (Expire 2026) 1 term (Expire 2025)

Parks and Recreation-- 1 term (Expire 2027)

Library Board -- 1 term (Expire 2023)

Public Utilities Commission-- 1 term (Expires 2027)

Rental Dwelling License Board of Appeals – 5 terms (Expire 2022)

Transportation Advisory Committee-- 3 terms (Expire 2024)

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

Economic Development Authority (EDA) – 1 term (Expire 2028) 1 term (Expire 2026)

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

Airport Commission-- 1 term (Expire 2025)

Planning Commission-- 2 terms (Expire 2025)

9. New Business

A. First Reading - Proposed Ordinance No. 1540 - Instituting A Moratorium On The Conversion Of Dwellings To Green Space Or Surface Parking

Documents:

MA - First Reading - Ordinance 1540.pdf

B. Discussion Regarding Sale Of Alcohol In City Parks

Documents:

MA - Alcohol in Parks.pdf

C. Approval Of 2023 Park Board Budget

Documents:

MA - Park Board Budget.pdf

D. Adopt Resolution Setting The 2023 Levy And Adoption Of 2023 Budgets

1. Adopt Resolution Setting the City and HRA Levies for 2023
2. Motion to adopt 2023 Budgets

Documents:

MA - RES Levy and Budget.pdf

10. Public Forum

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

11. Staff Reports

(Verbal: Any Updates since Packet)

12. **Mayor's Report**
13. **Council Member Reports**
14. **Adjourn To Closed Session Pursuant To MN Statute 13D.03 To Discuss Labor Negotiation Strategy.**
15. **Adjourn To Closed Session Pursuant To MN Statutes 13D.05, Subd. 3 (A), To Conduct City Administrator Performance Review**

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"

12/13/2022 12:35 PM

User: pziemer

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 11/01/2022 - 11/30/2022

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	Jrnlized Post Date
Vendor 1343 - CHARTER COMMUNICATIONS:							
0280094111222							
74722	CHARTER COMMUNICATIONS	11/12/2022	11/22/2022	86.25	0.00	Paid	Y
	REDUNDANT INTERNET 11/12/22-12/11/22 pziemer						11/22/2022
	101-1800-43321 TELEPHONE			86.25			
	Total for vendor 1343 - CHARTER COMMUNICATIONS:			86.25	0.00		
Vendor 0220 - KENNEDY & GRAVEN:							
170624							
74712	KENNEDY & GRAVEN	11/01/2022	11/18/2022	1,753.00	0.00	Paid	Y
	SALE OF INDUSTRIAL LOTS (P&D) pziemer						11/18/2022
	295-0000-20600 DEPOSITS PAYABLE			1,753.00			
	Total for vendor 0220 - KENNEDY & GRAVEN:			1,753.00	0.00		
Vendor 0260 - MN BUREAU OF CRIM APPREHENSION:							
11/10/22							
74620	MN BUREAU OF CRIM APPREHENSION	11/10/2022	11/14/2022	30.00	0.00	Paid	Y
	QTY 2 BACKGROUND -RINK ATTENDANTS pziemer						11/14/2022
	230-5220-42210 OPERATING SUPPLIES			30.00			
11/18/22							
74713	MN BUREAU OF CRIM APPREHENSION	11/18/2022	11/22/2022	30.00	0.00	Paid	Y
	QTY 2 BACKGROUND CHECKS - RINK/REF pziemer						11/22/2022
	230-5220-42210 OPERATING SUPPLIES			15.00			
	230-5209-42210 OPERATING SUPPLIES			15.00			
11/23/22							
74805	MN BUREAU OF CRIM APPREHENSION	11/23/2022	11/28/2022	99.75	0.00	Paid	Y
	BCA BACKGROUND CHECKS X3 FD pziemer						11/28/2022
	225-2220-43300 PROFESSIONAL SERVICES			99.75			
11/29/22							
74884	MN BUREAU OF CRIM APPREHENSION	11/29/2022	11/29/2022	30.00	0.00	Paid	Y
	QTY 2 BACKGROUND CHECKS - RINK ATTENpziemer						11/29/2022
	230-5220-42210 OPERATING SUPPLIES			30.00			
	Total for vendor 0260 - MN BUREAU OF CRIM APPREHENSION:			189.75	0.00		

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

# of Invoices:	6	# Due:	0	Totals:	2,029.00	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					2,029.00	0.00	

--- TOTALS BY GL DISTRIBUTION ---

101-1800-43321	TELEPHONE	86.25	
225-2220-43300	PROFESSIONAL SERVICES	99.75	
230-5209-42210	OPERATING SUPPLIES	15.00	
230-5220-42210	OPERATING SUPPLIES	75.00	
295-0000-20600	DEPOSITS PAYABLE	1,753.00	

--- TOTALS BY FUND ---

101 - GENERAL FUND	86.25	0.00
225 - PUBLIC SAFETY FUND	99.75	0.00
230 - PARK & RECREATION FUND	90.00	0.00
295 - EDA FUND	1,753.00	0.00

--- TOTALS BY DEPT/ACTIVITY ---

0000 -	1,753.00	0.00
1800 - IT/GIS	86.25	0.00
2220 - FIRE DEPARTMENT	99.75	0.00
5209 - POND HOCKEY PROGRAM	15.00	0.00
5220 - OUTDOOR RINKS	75.00	0.00

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 0011 - ACE HARDWARE:							
311119 75082	ACE HARDWARE WASH BAY SQUEEGEE 235-3100-42220	12/02/2022 pziemer	12/21/2022	26.99	26.99	Open	N 12/21/2022
	REPAIR & MAINT			26.99			
311085 75110	ACE HARDWARE PRIMER, OIL, SHOP SUPPLIES 230-5200-42220	12/01/2022 pziemer	12/21/2022	40.88	40.88	Open	N 12/21/2022
	REPAIR & MAINT			40.88			
311086 75124	ACE HARDWARE BROOM/FASTENERS 225-2220-42210	12/01/2022 pziemer	12/21/2022	37.45	37.45	Open	N 12/21/2022
	OPERATING SUPPLIES			37.45			
311162 75125	ACE HARDWARE MENDERHOSE/LIGHTERS 225-2220-42210	12/05/2022 pziemer	12/21/2022	9.88	9.88	Open	N 12/21/2022
	OPERATING SUPPLIES			9.88			
311301 75170	ACE HARDWARE KEYS FOR IMPOUND GARAGE 225-2120-42240	12/12/2022 pziemer	12/21/2022	59.80	59.80	Open	N 12/21/2022
	SMALL TOOLS			59.80			
311323 75171	ACE HARDWARE KEY TAGS - IMPOUND GARAGE KEYS 225-2120-42240	12/12/2022 pziemer	12/21/2022	25.12	25.12	Open	N 12/21/2022
	SMALL TOOLS			25.12			
	Total for vendor 0011 - ACE HARDWARE:			200.12	200.12		
Vendor 2902 - ADVANCE AUTO PARTS:							
6574234083399 75083	ADVANCE AUTO PARTS GASKET MAKER 235-3100-42220	12/06/2022 pziemer	12/21/2022	31.27	31.27	Open	N 12/21/2022
	REPAIR & MAINT			31.27			
6574233983366 75084	ADVANCE AUTO PARTS OIL ABSORB 235-3100-42220	12/05/2022 pziemer	12/21/2022	68.58	68.58	Open	N 12/21/2022
	REPAIR & MAINT			68.58			
6574233383167 75085	ADVANCE AUTO PARTS GM OIL FILTERS 235-3100-42220	11/29/2022 pziemer	12/21/2022	11.85	11.85	Open	N 12/21/2022
	REPAIR & MAINT			11.85			

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6574233683305 75105	ADVANCE AUTO PARTS BATTERY -COM DEV JEEP COMPASS 101-2400-42220	12/02/2022 pziemer	12/21/2022	133.99 133.99	133.99	Open	N 12/21/2022
6574234183475 75111	ADVANCE AUTO PARTS RING TERMINAL 235-3100-42220	12/07/2022 pziemer	12/21/2022	5.59 5.59	5.59	Open	N 12/21/2022
6574234083394 75112	ADVANCE AUTO PARTS WOOD CHIPPER AIR FILTER 235-3100-42220	12/06/2022 pziemer	12/21/2022	58.80 58.80	58.80	Open	N 12/21/2022
6574234083444 75116	ADVANCE AUTO PARTS BRAKE CLEAN 235-3100-42220	12/06/2022 pziemer	12/21/2022	95.76 95.76	95.76	Open	N 12/21/2022
6574234383567 75153	ADVANCE AUTO PARTS AUTOMOTIVE 14 GAUGE WIRE 235-3100-42220	12/09/2022 pziemer	12/21/2022	19.13 19.13	19.13	Open	N 12/21/2022
6574102182528 75213	ADVANCE AUTO PARTS OEM WIRE TERMINAL 2021 INVOICE	11/01/2022 pziemer	12/21/2022	9.60	9.60	Open	N 12/21/2022
Total for vendor 2902 - ADVANCE AUTO PARTS:				434.57	434.57		
Vendor 2846 - AMERICAN WELDING-GAS INC:							
08959078 75076	AMERICAN WELDING-GAS INC WELDING CYLINDER RENTAL 235-3100-42220	11/30/2022 pziemer	12/21/2022	78.72 78.72	78.72	Open	N 12/21/2022
Total for vendor 2846 - AMERICAN WELDING-GAS INC:				78.72	78.72		
Vendor 0039 - ARAMARK UNIFORM SERVICES:							
2530081003 75081	ARAMARK UNIFORM SERVICES RUGS AND OVERALLS 235-3100-43430	12/01/2022 pziemer	12/21/2022	81.70 81.70	81.70	Open	N 12/21/2022
2530083394 75148	ARAMARK UNIFORM SERVICES RUGS AND OVERALLS 235-3100-43430	12/08/2022 pziemer	12/21/2022	113.53 113.53	113.53	Open	N 12/21/2022

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	Total for vendor 0039 - ARAMARK UNIFORM SERVICES:			195.23	195.23		
Vendor 0745 - BATTERIES PLUS:							
P57667774 75126	BATTERIES PLUS BATTERIES 225-2220-42210	12/05/2022 pziemer	12/21/2022	19.99	19.99	Open	N 12/21/2022
	OPERATING SUPPLIES			19.99			
P57792481 75184	BATTERIES PLUS BATTERIES 225-2220-42210	12/09/2022 pziemer	12/21/2022	9.99	9.99	Open	N 12/21/2022
	OPERATING SUPPLIES			9.99			
	Total for vendor 0745 - BATTERIES PLUS:			29.98	29.98		
Vendor 3966 - BLUE SKY TRANSIT:							
112022 75188	BLUE SKY TRANSIT NOV 22 3RD PARTY SERVICES 203-9000-42212	11/30/2022 pziemer	12/21/2022	103,430.29	103,430.29	Open	N 12/21/2022
	MOTOR FUELS			5,033.98			
	VEHICLE REPAIRS			7,827.34			
	TRANSIT SERVICE CONTRACT PY			90,568.97			
	Total for vendor 3966 - BLUE SKY TRANSIT:			103,430.29	103,430.29		
Vendor 0077 - BRAINERD HYDRAULICS/AIR:							
26294 75077	BRAINERD HYDRAULICS/AIR HYDRAULIC QUICK COUPLERS 235-3100-42220	12/01/2022 pziemer	12/21/2022	350.00	350.00	Open	N 12/21/2022
	REPAIR & MAINT			350.00			
	Total for vendor 0077 - BRAINERD HYDRAULICS/AIR:			350.00	350.00		
Vendor 0296 - BRAINERD PUBLIC UTILITIES:							
31-67000-00/NOV 22 75180	BRAINERD PUBLIC UTILITIES LAUREL & 13TH ST SE 401-1902-43300	11/10/2022 pziemer	12/21/2022	17.91	17.91	Open	N 12/21/2022
	PROFESSIONAL SERVICES			17.91			
12/14/22 75196	BRAINERD PUBLIC UTILITIES REMIT LOST THRU 12/12/22 251-9360-43467	12/14/2022 pziemer	12/21/2022	118,808.06	118,808.06	Open	N 12/21/2022
	REMIT LOCAL SALES TAX COLLECT			118,808.06			
	Total for vendor 0296 - BRAINERD PUBLIC UTILITIES:			118,825.97	118,825.97		
Vendor 0092 - BRIAN'S WELDING:							

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INVOICE REGISTER REPORT FOR CITY OF BRAINERD

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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
0051756 75113	BRIAN'S WELDING SQD 431 PUSH BUMPER REPAIR 225-2120-42221	12/07/2022 pziemer	12/21/2022	62.00 62.00	62.00	Open	N 12/21/2022
	SQUAD CAR REPAIR SUPPLIES			62.00			
	Total for vendor 0092 - BRIAN'S WELDING:			62.00	62.00		
Vendor 0102 - CANON FINANCIAL SERVICE:							
29583089 75073	CANON FINANCIAL SERVICE 12/1/22-12/31/22 LIBRARY COPIER LEASE 211-5505-43430	11/22/2022 pziemer	12/21/2022	77.97 77.97	77.97	Open	N 12/21/2022
	MISC - COPY MACHINE PYMTS			77.97			
2958308 75086	CANON FINANCIAL SERVICE 12/1/22-12/31/22 FD COPIER LEASE 225-2220-43331	11/22/2022 pziemer	12/21/2022	80.69 80.69	80.69	Open	N 12/21/2022
	LEASED PAYMENTS			80.69			
	Total for vendor 0102 - CANON FINANCIAL SERVICE:			158.66	158.66		
Vendor 3393 - CAUGHEY, DARIN:							
12/9/22 75147	CAUGHEY, DARIN MULTI TOOL DAMAGE REIMBURSEMENT 235-3100-42220	12/09/2022 pziemer	12/21/2022	80.90 80.90	80.90	Open	N 12/21/2022
	REPAIR & MAINT			80.90			
	Total for vendor 3393 - CAUGHEY, DARIN:			80.90	80.90		
Vendor 0849 - CENTRAL LAKES COLLEGE :							
00240423 75151	CENTRAL LAKES COLLEGE PEG CHANNEL YEARLY FRANCHISE FEE 2022 101-9200-43434	11/18/2022 pziemer	12/21/2022	59,414.91 59,414.91	59,414.91	Open	N 12/21/2022
	MEETING BROADCAST EXPENDITURES			59,414.91			
	Total for vendor 0849 - CENTRAL LAKES COLLEGE :			59,414.91	59,414.91		
Vendor 0122 - COMMUNITY ACTION:							
DEC 2022 75181	COMMUNITY ACTION DEC 22 LEVY PAYMENT 101-9200-43460	12/12/2022 pziemer	12/21/2022	7,666.42 7,666.42	7,666.42	Open	N 12/21/2022
	REMIT COMMUNITY ACTION LEVY			7,666.42			
	Total for vendor 0122 - COMMUNITY ACTION:			7,666.42	7,666.42		
Vendor 3783 - CONNECT INTERIORS LLC:							
65084 75198	CONNECT INTERIORS LLC QTY 4 CHAIRS - SGT OFFICE	12/13/2022 pziemer	12/21/2022	1,753.25	1,753.25	Open	N 12/21/2022

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	225-2120-45500	CAPITAL OUTLAY		1,753.25			
	Total for vendor 3783 - CONNECT INTERIORS LLC:			1,753.25	1,753.25		
Vendor 0125 - CONSOLIDATED TELEPHONE CO:							
21135011/IT 75161	CONSOLIDATED TELEPHONE CO IT DEPT PHONE/INTERNET 12/12/22-1/11/pziemer 101-1800-43321	12/12/2022 TELEPHONE	12/21/2022	1,111.58 1,111.58	1,111.58	Open	N 12/21/2022
21135011/ADM 75162	CONSOLIDATED TELEPHONE CO 12/12-1/11 ADM PHONES 101-1400-43321	12/12/2022 pziemer TELEPHONE	12/21/2022	2.18 2.18	2.18	Open	N 12/21/2022
21135011/CD 75163	CONSOLIDATED TELEPHONE CO 12/12-1/11 COM DEV PHONES 101-2400-43321	12/12/2022 pziemer TELEPHONE	12/21/2022	5.37 5.37	5.37	Open	N 12/21/2022
21135011/CITY HALL 75164	CONSOLIDATED TELEPHONE CO 12/12-1/11 CITY HALL PHONES 101-1940-43321	12/12/2022 pziemer TELEPHONE	12/21/2022	53.64 53.64	53.64	Open	N 12/21/2022
21135011/TRANSIT 75165	CONSOLIDATED TELEPHONE CO 12/12-1/11 TRANSIT PHONES 203-9000-43321	12/12/2022 pziemer TELEPHONE	12/21/2022	9.85 9.85	9.85	Open	N 12/21/2022
21135011/PD 75166	CONSOLIDATED TELEPHONE CO 12/12-1/11 POLICE DEPT PHONES/INTERNET/pziemer 225-2120-43321 225-2120-43309	12/12/2022 TELEPHONE COMPUTER TECHNICAL SUPPORT	12/21/2022	136.47 117.72 18.75	136.47	Open	N 12/21/2022
21135011/FD 75167	CONSOLIDATED TELEPHONE CO 12/12-1/11 FIRE DEPT PHONES 225-2220-43321	12/12/2022 pziemer TELEPHONE	12/21/2022	69.74 69.74	69.74	Open	N 12/21/2022
21135011/STREETS 75168	CONSOLIDATED TELEPHONE CO 12/12-1/11 STREET DEPT PHONES 235-3100-43321	12/12/2022 pziemer TELEPHONE	12/21/2022	49.26 49.26	49.26	Open	N 12/21/2022
21135011/PARKS 75169	CONSOLIDATED TELEPHONE CO 12/12-1/11 PARKS DEPT PHONES 230-5200-43321	12/12/2022 pziemer TELEPHONE	12/21/2022	49.35 49.35	49.35	Open	N 12/21/2022

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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
21134761 75189	CONSOLIDATED TELEPHONE CO 12/12-1/11 AIRPORT PHONE/INTERNET 260-9020-43321 TELEPHONE	12/12/2022 pziemer	12/21/2022	645.74 645.74	645.74 <u>645.74</u>	Open	N 12/21/2022
	Total for vendor 0125 - CONSOLIDATED TELEPHONE CO:			<u>2,133.18</u>	<u>2,133.18</u>		
Vendor 4163 - CUSTOMIZED FIRE RESCUE TRAINING:							
2186 75210	CUSTOMIZED FIRE RESCUE TRAINING SCBA CONFIDENCE PROP TRAINING 225-2220-43330 PROFESSIONAL DEVELOPMENT	12/14/2022 pziemer	12/21/2022	1,400.00 1,400.00	1,400.00 <u>1,400.00</u>	Open	N 12/21/2022
	Total for vendor 4163 - CUSTOMIZED FIRE RESCUE TRAINING:			<u>1,400.00</u>	<u>1,400.00</u>		
Vendor 0132 - CWC HIGHWAY DEPT:							
5613 75179	CWC HIGHWAY DEPT NOV 2022 TRANSIT FUEL 203-9000-42212 MOTOR FUELS 203-9000-42212 MOTOR FUELS	12/01/2022 pziemer	12/21/2022	6,264.06 5,694.60 569.46	6,264.06 <u>5,694.60</u> <u>569.46</u>	Open	N 12/21/2022
	Total for vendor 0132 - CWC HIGHWAY DEPT:			<u>6,264.06</u>	<u>6,264.06</u>		
Vendor 0135 - CWC TREASURER:							
5584/CH 75102	CWC TREASURER DEC 2022 CITY HALL SHARED SERVICES 101-9200-43300 PROFESSIONAL SERVICES	12/01/2022 pziemer	12/21/2022	7,425.00 7,425.00	7,425.00 <u>7,425.00</u>	Open	N 12/21/2022
5584/LIB 75103	CWC TREASURER DEC 2022 SHARED SERVICES - LIBRARY 211-5500-42220 REPAIR & MAINT	12/01/2022 pziemer	12/21/2022	625.00 625.00	625.00 <u>625.00</u>	Open	N 12/21/2022
5624/CH 75203	CWC TREASURER 4TH QTR 22 CITY HALL EXPENSES 101-1940-42220 REPAIR & MAINT	12/14/2022 pziemer	12/21/2022	334.86 334.86	334.86 <u>334.86</u>	Open	N 12/21/2022
5624/FD 75204	CWC TREASURER 4TH QTR 22 FIRE DEPT EXPENSES 225-2220-42221 R&M BUILDING	12/14/2022 pziemer	12/21/2022	831.61 831.61	831.61 <u>831.61</u>	Open	N 12/21/2022
5624/LIB 75205	CWC TREASURER 4TH QTR 22 LIBRARY EXPENSES 211-5500-42220 REPAIR & MAINT	12/14/2022 pziemer	12/21/2022	31,603.49 31,603.49	31,603.49 <u>31,603.49</u>	Open	N 12/21/2022

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5624/PD 75206	CWC TREASURER 4TH QTR 22 POLICE DEPT EXPENSES 225-2120-42220	12/14/2022 pziemer	12/21/2022	8,488.38 8,488.38	8,488.38	Open	N 12/21/2022
	REPAIR & MAINT			8,488.38			
	Total for vendor 0135 - CWC TREASURER:			49,308.34	49,308.34		
Vendor 1381 - DECHANTAL EXCAVATING LLC:							
IMP 19-02 PAY REQ 4 75215	DECHANTAL EXCAVATING LLC IMP 19-02 PAY REQ 4 CUYUNA LAKES STA 401-1902-45530	12/14/2022 pziemer	12/21/2022	19,801.52 19,801.52	19,801.52	Open	N 12/21/2022
	PYMTS TO CONTRACTORS			19,801.52			
	Total for vendor 1381 - DECHANTAL EXCAVATING LLC:			19,801.52	19,801.52		
Vendor 4012 - DEFENSE TECHNOLOGY:							
1016-000009033 75063	DEFENSE TECHNOLOGY LESS LETHAL MUNITIONS 225-2120-43330	11/01/2022 pziemer	12/21/2022	351.82 351.82	351.82	Open	N 12/21/2022
	PROFESSIONAL DEVELOPMENT			351.82			
	Total for vendor 4012 - DEFENSE TECHNOLOGY:			351.82	351.82		
Vendor 3582 - DESETH, DARRIN:							
12/13/22 75191	DESETH, DARRIN PROFESSIONAL LICENSE RENEW 101-2400-43433	12/13/2022 pziemer	12/21/2022	73.00 73.00	73.00	Open	N 12/21/2022
	DUES & SUBSCRIPTIONS			73.00			
	Total for vendor 3582 - DESETH, DARRIN:			73.00	73.00		
Vendor 1859 - ENTERPRISE FM TRUST:							
FBN4623614/ENG 75154	ENTERPRISE FM TRUST DEC 2022 ENG VEHICLE LEASE 101-1700-43331	12/03/2022 pziemer	12/21/2022	1,068.82 1,068.82	1,068.82	Open	N 12/21/2022
	LEASE PAYMENTS			1,068.82			
FBN4623614/CD 75155	ENTERPRISE FM TRUST DEC 22 COM DEV VEHICLE LEASE 101-2400-43331	12/03/2022 pziemer	12/21/2022	357.61 357.61	357.61	Open	N 12/21/2022
	LEASE EXPENSE			357.61			
FBN4623614/PD 75156	ENTERPRISE FM TRUST DEC 22 POLICE DEPT VEHICLE LEASE 225-2120-43331	12/03/2022 pziemer	12/21/2022	9,061.91 9,061.91	9,061.91	Open	N 12/21/2022
	LEASED PAYMENTS			9,061.91			

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FBN4623614/FD							
75157	ENTERPRISE FM TRUST	12/03/2022	12/21/2022	1,473.58	1,473.58	Open	N
	DEC 22 FIRE DEPT VEHICLE LEASES	pziemer					12/21/2022
	225-2220-43331	LEASED PAYMENTS		1,473.58			
FBN4623614/PARKS							
75158	ENTERPRISE FM TRUST	12/03/2022	12/21/2022	2,379.85	2,379.85	Open	N
	DEC 22 PARKS VEHICLE LEASES	pziemer					12/21/2022
	230-5200-43331	LEASE PAYMENTS		2,379.85			
FBN4623614/STRTS							
75159	ENTERPRISE FM TRUST	12/03/2022	12/21/2022	3,226.60	3,226.60	Open	N
	DEC 22 STREETS VEHICLE LEASES	pziemer					12/21/2022
	235-3100-43331	LEASE PAYMENTS		2,600.59			
	237-3190-43331	LEASE PAYMENTS		626.01			
	Total for vendor 1859 - ENTERPRISE FM TRUST:			17,568.37	17,568.37		
Vendor 1815 - F.I.R.E. CROSSLAKE:							
5880							
75127	F.I.R.E. CROSSLAKE	12/05/2022	12/21/2022	500.00	500.00	Open	N
	EMS QUARTERLY TRAINING	pziemer					12/21/2022
	225-2220-43330	PROFESSIONAL DEVELOPMENT		500.00			
5887							
75185	F.I.R.E. CROSSLAKE	12/10/2022	12/21/2022	1,800.00	1,800.00	Open	N
	LIVE BURN TRAINING	pziemer					12/21/2022
	225-2220-43330	PROFESSIONAL DEVELOPMENT		1,800.00			
	Total for vendor 1815 - F.I.R.E. CROSSLAKE:			2,300.00	2,300.00		
Vendor 0170 - FASTENAL COMPANY:							
MNBAX258447							
75144	FASTENAL COMPANY	12/09/2022	12/21/2022	20.33	20.33	Open	N
	BOLT RE-SUPPLY	pziemer					12/21/2022
	235-3100-42220	REPAIR & MAINT		20.33			
	Total for vendor 0170 - FASTENAL COMPANY:			20.33	20.33		
Vendor 4154 - FLAHERTY & HOOD, P.A.:							
18554							
75149	FLAHERTY & HOOD, P.A.	12/07/2022	12/21/2022	4,203.15	4,203.15	Open	N
	2023 JOB CLASSIFICATION & COMP STUDY	pziemer					12/21/2022
	101-9200-43300	PROFESSIONAL SERVICES		4,203.15			
18555							
75150	FLAHERTY & HOOD, P.A.	12/07/2022	12/21/2022	750.00	750.00	Open	N
	JOB CLASSIFICATION POWERPOINT	pziemer					12/21/2022
	101-9200-43300	PROFESSIONAL SERVICES		750.00			

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	Total for vendor 4154 - FLAHERTY & HOOD, P.A.:			4,953.15	4,953.15		
Vendor 0071 - FORUM COMMUNICATIONS COMPANY:							
124824-1 75109	FORUM COMMUNICATIONS COMPANY ORD 1539 - DWELLING UNIT DEMOLITION 101-9200-43350	11/23/2022 pziemer LEGAL PUBLICATIONS	12/21/2022	37.35 37.35	37.35	Open	N 12/21/2022
MP3161231122 75119	FORUM COMMUNICATIONS COMPANY ENG TECH JOB POSTING 101-1700-43350	11/30/2022 pziemer PRINTING/LEGAL PUBLICATION	12/21/2022	495.00 495.00	495.00	Open	N 12/21/2022
	Total for vendor 0071 - FORUM COMMUNICATIONS COMPANY:			532.35	532.35		
Vendor 0200 - HEARTLAND ANIMAL RESCUE:							
NOV 2022 75097	HEARTLAND ANIMAL RESCUE NOV22 ANIMAL BOARDING/ADMIN FEE 225-2700-43430	11/30/2022 pziemer MISCELLANEOUS	12/21/2022	3,081.00 1,269.00	3,081.00	Open	N 12/21/2022
	225-2700-43300	PROFESSIONAL SERVICES		1,812.00			
	Total for vendor 0200 - HEARTLAND ANIMAL RESCUE:			3,081.00	3,081.00		
Vendor 0209 - HEARTLAND TIRE INC.:							
3036895 75064	HEARTLAND TIRE INC. SQD 434 - TIRES 225-2120-42221	12/02/2022 pziemer SQUAD CAR REPAIR SUPPLIES	12/21/2022	790.44 790.44	790.44	Open	N 12/21/2022
3036970 75114	HEARTLAND TIRE INC. SQD 430 TIRES 225-2120-42221	12/06/2022 pziemer SQUAD CAR REPAIR SUPPLIES	12/21/2022	355.00 355.00	355.00	Open	N 12/21/2022
	Total for vendor 0209 - HEARTLAND TIRE INC.:			1,145.44	1,145.44		
Vendor 3636 - HRGREEN:							
158426 75207	HRGREEN IMP 21-15 BUFFALO HILLS GULLY THRU 401-9030-43300-21:15	12/12/2022 pziemer PROFESSIONAL SERVICES	12/21/2022	741.50 741.50	741.50	Open	N 12/21/2022
	Total for vendor 3636 - HRGREEN:			741.50	741.50		
Vendor 0634 - HUBBARD RADIO BRAINERD:							

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MC-1221161363 75107	HUBBARD RADIO BRAINERD RADIO ADVERTISEMENTS 260-9020-43340	11/30/2022 pziemer	12/21/2022	1,632.00 1,632.00	1,632.00	Open	N 12/21/2022
	ADVERTISING/PROMOTION			1,632.00			
MC-1221161189 75108	HUBBARD RADIO BRAINERD RADIO ADVERTISEMENTS 260-9020-43340	11/30/2022 pziemer	12/21/2022	1,496.00 1,496.00	1,496.00	Open	N 12/21/2022
	ADVERTISING/PROMOTION			1,496.00			
	Total for vendor 0634 - HUBBARD RADIO BRAINERD:			3,128.00	3,128.00		
Vendor 0769 - HYTEC CONSTRUCTION INC:							
PAY REQ 3 75080	HYTEC CONSTRUCTION INC BRD WATER TOWER REPAIRS - PAY REQ 3 400-1481-45530	11/25/2022 pziemer	12/21/2022	112,741.83 112,741.83	112,741.83	Open	N 12/21/2022
	PYMTS TO CONTRACTORS			112,741.83			
	Total for vendor 0769 - HYTEC CONSTRUCTION INC:			112,741.83	112,741.83		
Vendor MISC - INNOVATIVE BASEMENT SYSTEMS:							
00042132 75193	INNOVATIVE BASEMENT SYSTEMS BD Payment Refund 101-0000-21800 101-0000-36300	12/13/2022 pziemer	12/21/2022	1.60 1.54 0.06	1.60	Open	N 12/21/2022
	Residential State Surcharge - Value			1.54			
	Residential State Surcharge - Value			0.06			
00042131 75194	INNOVATIVE BASEMENT SYSTEMS BD Payment Refund 101-2400-32210	12/13/2022 pziemer	12/21/2022	79.00 79.00	79.00	Open	N 12/21/2022
	Residential Bldg Permit Fee			79.00			
	Total for vendor MISC - INNOVATIVE BASEMENT SYSTEMS:			80.60	80.60		
Vendor 3202 - INNOVATIVE OFFICE SOLUTIONS LLC:							
IN4024692 75065	INNOVATIVE OFFICE SOLUTIONS LLC TONER 225-2120-42200	12/06/2022 pziemer	12/21/2022	145.99 145.99	145.99	Open	N 12/21/2022
	OFFICE SUPPLIES			145.99			
SCN-118191 75088	INNOVATIVE OFFICE SOLUTIONS LLC CREDIT AWARD/CERTIFICATE HOLDER 225-2120-42200	12/06/2022 pziemer	12/21/2022	(19.70) (19.70)	(19.70)	Open	N 12/21/2022
	OFFICE SUPPLIES			(19.70)			
IN4031081 75172	INNOVATIVE OFFICE SOLUTIONS LLC 2023 DESK PAD CALENDARS 225-2120-42200	12/12/2022 pziemer	12/21/2022	28.98 28.98	28.98	Open	N 12/21/2022
	OFFICE SUPPLIES			28.98			

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	Total for vendor 3202 - INNOVATIVE OFFICE SOLUTIONS LLC:			155.27	155.27		
Vendor 3517 - ISD #181 BRAINERD PUBLIC SCHOOLS:							
BRD 2022-4 75075	ISD #181 BRAINERD PUBLIC SCHOOLS 4TH QTR 2022 PARKS & REC PROGRAMMING 230-5200-43300	12/05/2022 pziemer	12/21/2022	3,250.00	3,250.00	Open	N 12/21/2022
	PROFESSIONAL SERVICES			3,250.00			
	Total for vendor 3517 - ISD #181 BRAINERD PUBLIC SCHOOLS:			3,250.00	3,250.00		
Vendor 3488 - JEFFERSON FIRE & SAFETY:							
IN147060 75186	JEFFERSON FIRE & SAFETY WILDLAND FIRE HELMETS X5 225-2220-42250	12/06/2022 pziemer	12/21/2022	251.50	251.50	Open	N 12/21/2022
	PERSONAL PROTECTIVE GEAR			251.50			
	Total for vendor 3488 - JEFFERSON FIRE & SAFETY:			251.50	251.50		
Vendor 0017 - KEVTEL CORPORATION:							
I12082022 75142	KEVTEL CORPORATION 2023 2-WAY TOWER RENTAL 203-9000-43410	12/12/2022 pziemer	12/21/2022	4,896.00	4,896.00	Open	N 12/21/2022
	RENTAL EXPENSE			4,896.00			
	Total for vendor 0017 - KEVTEL CORPORATION:			4,896.00	4,896.00		
Vendor 0221 - KITCHIGAMI REG LIBRARY:							
2ND HALF 2022 75051	KITCHIGAMI REG LIBRARY REMIT 2ND HALF OF 2022 LEVY 211-5500-43450	12/01/2022 pziemer	12/21/2022	39,250.00	39,250.00	Open	N 12/21/2022
	KITCHIGAMI REGIONAL LIBR PYMT			39,250.00			
	Total for vendor 0221 - KITCHIGAMI REG LIBRARY:			39,250.00	39,250.00		
Vendor 2396 - KNIFE RIVER:							
IMP 19-02 - FINAL 75122	KNIFE RIVER IMP 19-02 PAY REQ 5 - FINAL 401-1902-45530	12/08/2022 pziemer	12/21/2022	19,291.07	19,291.07	Open	N 12/21/2022
	PYMTS TO CONTRACTORS			19,291.07			
	Total for vendor 2396 - KNIFE RIVER:			19,291.07	19,291.07		
Vendor 2058 - LAKES AREA HUMAN RESOURCE ASSN:							
985 75200	LAKES AREA HUMAN RESOURCE ASSN 2023 ANNUAL MEMBERSHIP - K. SCHUBERT 101-1400-43433	12/11/2022 pziemer	12/21/2022	225.00	225.00	Open	N 12/21/2022
	DUES & SUBSCRIPTIONS			225.00			

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	Total for vendor 2058 - LAKES AREA HUMAN RESOURCE ASSN:			225.00	225.00		
Vendor 0313 - LAKES AREA SENIOR CENTER:							
DEC 2022							
75182	LAKES AREA SENIOR CENTER	12/12/2022	12/21/2022	7,666.42	7,666.42	Open	N
	DEC 22 LEVY PAYMENT	pziemer					12/21/2022
	101-9200-43461	REMIT SENIOR CITIZEN LEVY		7,666.42			
	Total for vendor 0313 - LAKES AREA SENIOR CENTER:			7,666.42	7,666.42		
Vendor 0232 - LEAGUE MN CITIES INS TRUS:							
7705							
75121	LEAGUE MN CITIES INS TRUS	12/08/2022	12/21/2022	398.47	398.47	Open	N
	LMC GL 248365 - WATER HAMMER DAMAGE	pziemer					12/21/2022
	280-9700-43470	UNINSURED LOSSES		398.47			
	Total for vendor 0232 - LEAGUE MN CITIES INS TRUS:			398.47	398.47		
Vendor 0233 - LEAGUE OF MN CITIES:							
366143							
75199	LEAGUE OF MN CITIES	12/14/2022	12/21/2022	14,250.00	14,250.00	Open	N
	2022-2023 MEMBERSHIP DUES	pziemer					12/21/2022
	101-9200-43430	MISCELLANEOUS		14,250.00			
369496							
75201	LEAGUE OF MN CITIES	11/30/2022	12/21/2022	25.00	25.00	Open	N
	IPMA TRAINING - B. BOSER	pziemer					12/21/2022
	101-1400-43330	PROFESSIONAL DEVELOPMENT		25.00			
	Total for vendor 0233 - LEAGUE OF MN CITIES:			14,275.00	14,275.00		
Vendor 1753 - MARCO:							
INV10613888							
75104	MARCO	11/28/2022	12/21/2022	434.00	434.00	Open	N
	MARCO AGENT RMM DEPLOYMENT	pziemer					12/21/2022
	101-1800-43300	PROFESSIONAL SERVICES		434.00			
	Total for vendor 1753 - MARCO:			434.00	434.00		
Vendor 0254 - MILLS MOTORS INC:							
577341							
75192	MILLS MOTORS INC	12/12/2022	12/21/2022	376.95	376.95	Open	N
	T21 OIL CHANGE	pziemer					12/21/2022
	225-2220-42220	REPAIR & MAINT		376.95			
577392							
75211	MILLS MOTORS INC	12/13/2022	12/21/2022	538.91	538.91	Open	N
	T20 OIL CHANGE	pziemer					12/21/2022

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	225-2220-42220	REPAIR & MAINT		538.91			
	Total for vendor 0254 - MILLS MOTORS INC:			915.86	915.86		
Vendor 0264 - MN DEPT LABOR & INDUSTRY:							
ABR0295479X 75099	MN DEPT LABOR & INDUSTRY PARKS & REC PRESSURE VESSEL 230-5200-42220	11/28/2022 pziemer REPAIR & MAINT	12/21/2022	10.00 10.00	10.00	Open	N 12/21/2022
ABR0296285X 75100	MN DEPT LABOR & INDUSTRY CITY HALL BOILER 101-1940-42220	11/26/2022 pziemer REPAIR & MAINT	12/21/2022	20.00 20.00	20.00	Open	N 12/21/2022
ABR0296146X 75101	MN DEPT LABOR & INDUSTRY STREET GARAGE PRESSURE VESSEL 235-3100-42220	11/28/2022 pziemer REPAIR & MAINT	12/21/2022	10.00 10.00	10.00	Open	N 12/21/2022
	Total for vendor 0264 - MN DEPT LABOR & INDUSTRY:			40.00	40.00		
Vendor 2688 - MN SECRETARY OF STATE - NOTARY:							
12/5/2022 75062	MN SECRETARY OF STATE - NOTARY C. LAROSE NOTARY APPLICATION 101-1700-43433	12/07/2022 pziemer DUES & SUBSCRIPTIONS	12/21/2022	120.00 120.00	120.00	Open	N 12/21/2022
	Total for vendor 2688 - MN SECRETARY OF STATE - NOTARY:			120.00	120.00		
Vendor 3168 - MOTORS-N-MORE:							
29564 75066	MOTORS-N-MORE SQD 432 OIL CHANGE 225-2120-42221	12/02/2022 pziemer SQUAD CAR REPAIR SUPPLIES	12/21/2022	23.00 23.00	23.00	Open	N 12/21/2022
29566 75067	MOTORS-N-MORE SQD 433 - CLEANED BRAKE MOUNTING SER 225-2120-42221	12/02/2022 pziemer SQUAD CAR REPAIR SUPPLIES	12/21/2022	212.00 212.00	212.00	Open	N 12/21/2022
29581 75173	MOTORS-N-MORE SQD 430 - INSPECTED POWER STEERING 225-2120-42221	12/08/2022 pziemer SQUAD CAR REPAIR SUPPLIES	12/21/2022	422.00 422.00	422.00	Open	N 12/21/2022
29587 75174	MOTORS-N-MORE SQD 431 - OIL CHANGE 225-2120-42221	12/12/2022 pziemer SQUAD CAR REPAIR SUPPLIES	12/21/2022	23.00 23.00	23.00	Open	N 12/21/2022

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29589 75175	MOTORS-N-MORE SQD 430 - OIL CHANGE 225-2120-42221	12/12/2022 pziemer	12/21/2022	23.00	23.00	Open	N 12/21/2022
	SQUAD CAR REPAIR SUPPLIES			23.00			
	Total for vendor 3168 - MOTORS-N-MORE:			703.00	703.00		
Vendor 0273 - NAPA AUTO PARTS:							
565861 75176	NAPA AUTO PARTS SQUAD WASH 225-2120-42221	12/12/2022 pziemer	12/21/2022	42.97	42.97	Open	N 12/21/2022
	SQUAD CAR REPAIR SUPPLIES			42.97			
566191 75195	NAPA AUTO PARTS MEDIUM NITRILE GLOVES 235-3100-42220	12/13/2022 pziemer	12/21/2022	15.99	15.99	Open	N 12/21/2022
	REPAIR & MAINT			15.99			
	Total for vendor 0273 - NAPA AUTO PARTS:			58.96	58.96		
Vendor 3211 - NATIONAL PELRA ADMIN OFFICE:							
1530 75123	NATIONAL PELRA ADMIN OFFICE 2023 MEMBERSHIP - K. SCHUBERT 101-1400-43433	12/02/2022 pziemer	12/21/2022	137.08	137.08	Open	N 12/21/2022
	DUES & SUBSCRIPTIONS			137.08			
	Total for vendor 3211 - NATIONAL PELRA ADMIN OFFICE:			137.08	137.08		
Vendor 1153 - NORTHLAND ARBORETUM:							
DEC 2022 75183	NORTHLAND ARBORETUM DEC 22 LEVY PAYMENT 101-9200-43462	12/12/2022 pziemer	12/21/2022	7,666.42	7,666.42	Open	N 12/21/2022
	REMIT ARBORETUM LEVY			7,666.42			
	Total for vendor 1153 - NORTHLAND ARBORETUM:			7,666.42	7,666.42		
Vendor 0736 - NORTHLAND FIRE PROTECTION:							
51725 75128	NORTHLAND FIRE PROTECTION 2023 FIRE ALARM MONITORING 225-2220-43300	12/01/2022 pziemer	12/21/2022	360.00	360.00	Open	N 12/21/2022
	PROFESSIONAL SERVICES			360.00			
	Total for vendor 0736 - NORTHLAND FIRE PROTECTION:			360.00	360.00		
Vendor 4162 - ONE STREAM NETWORKS:							
1039007 75118	ONE STREAM NETWORKS WEBEX CALLING	12/01/2022 pziemer	12/21/2022	817.36	817.36	Open	N 12/21/2022

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Total for vendor 4162 - ONE STREAM NETWORKS:				817.36	817.36		
Vendor 3322 - PICTURE PERFECT FRAMING STUDIO:							
162							
75068	PICTURE PERFECT FRAMING STUDIO	11/20/2022	12/21/2022	218.15	218.15	Open	N
	2021 OFFICER OF THE YEAR FRAMING	pziemer					12/21/2022
	225-2120-43300	PROFESSIONAL SERVICES		218.15			
Total for vendor 3322 - PICTURE PERFECT FRAMING STUDIO:				218.15	218.15		
Vendor 0100 - PRINT SHOP INK:							
3167							
75098	PRINT SHOP INK	11/22/2022	12/21/2022	296.94	296.94	Open	N
	2022 TAX FORMS - W-2, 1099, ENVELOPE\$	pziemer					12/21/2022
	101-1400-42210	OPERATING SUPPLIES		296.94			
Total for vendor 0100 - PRINT SHOP INK:				296.94	296.94		
Vendor 3413 - RATWIK, ROSZAK AND MALONEY:							
OCT 2022							
75197	RATWIK, ROSZAK AND MALONEY	11/01/2022	12/21/2022	5,910.67	5,910.67	Open	N
	OCT 22 RETAINER/SPECIAL SERVICES	pziemer					12/21/2022
	101-1610-43301	CITY ATTORNEY		4,728.17			
	101-0000-14100	DUE FROM COMPONENT UNIT		31.00			
	101-1610-43301	CITY ATTORNEY		863.50			
	401-1609-43300	PROFESSIONAL SERVICES		288.00			
Total for vendor 3413 - RATWIK, ROSZAK AND MALONEY:				5,910.67	5,910.67		
Vendor 3410 - ROUTE MATCH SOFTWARE LLC:							
RMSMA000000141							
75187	ROUTE MATCH SOFTWARE LLC	11/01/2022	12/21/2022	18,585.88	18,585.88	Open	N
	2023 ANNUAL TECH SUPPORT & MAINT DIS	pziemer					12/21/2022
	203-0000-15510	PREPAID OTHER		18,585.88			
Total for vendor 3410 - ROUTE MATCH SOFTWARE LLC:				18,585.88	18,585.88		
Vendor 2916 - RUNDE, ANTHONY:							
12/1/22							
75069	RUNDE, ANTHONY	12/01/2022	12/21/2022	83.25	83.25	Open	N
	728 INV UNIFORM WEAR	pziemer					12/21/2022
	225-2120-41113	UNIFORM ALLOWANCE		83.25			
Total for vendor 2916 - RUNDE, ANTHONY:				83.25	83.25		
Vendor 3768 - SADUSKY RENOVATIONS:							

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53 75052	SADUSKY RENOVATIONS NOV 22 INSPECTION SERVICES 101-2400-43300	12/02/2022 pziemer	12/21/2022	1,403.16 1,403.16	1,403.16 1,403.16	Open	N 12/21/2022
	Total for vendor 3768 - SADUSKY RENOVATIONS:			1,403.16	1,403.16		
Vendor 1636 - SCR - NORTHERN BAXTER:							
W42396 75130	SCR - NORTHERN BAXTER ICE MACHINE 225-2220-42210	11/30/2022 pziemer	12/21/2022	7,238.44 7,238.44	7,238.44 7,238.44	Open	N 12/21/2022
	Total for vendor 1636 - SCR - NORTHERN BAXTER:			7,238.44	7,238.44		
Vendor 3138 - ST. LOUIS MRO INC.:							
56523 75087	ST. LOUIS MRO INC. QTY 2 PRE-EMPLY & BACKGROUND 230-5200-43300 101-1700-43300	11/01/2022 pziemer	12/21/2022	49.00 24.50 24.50	49.00 49.00	Open	N 12/21/2022
	Total for vendor 3138 - ST. LOUIS MRO INC.:			49.00	49.00		
Vendor 2589 - STAPLES ADVANTAGE:							
8068400307 75070	STAPLES ADVANTAGE PRINTER 225-2120-42200	11/26/2022 pziemer	12/21/2022	579.99 579.99	579.99 579.99	Open	N 12/21/2022
	Total for vendor 2589 - STAPLES ADVANTAGE:			579.99	579.99		
Vendor 0322 - STREICHERS PROF EQUIP:							
I1603164 75071	STREICHERS PROF EQUIP 776JB - CSO UNIFORM SHIRTS 225-2121-41113	12/01/2022 pziemer	12/21/2022	113.96 113.96	113.96	Open	N 12/21/2022
I1603692 75115	STREICHERS PROF EQUIP 711 - UNIFORM BADGE 225-2120-41113	12/05/2022 pziemer	12/21/2022	139.99 139.99	139.99	Open	N 12/21/2022
I1604277 75177	STREICHERS PROF EQUIP 725 - UNIFORM WEAR 225-2120-41113	12/07/2022 pziemer	12/21/2022	117.97 117.97	117.97	Open	N 12/21/2022

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I1604435 75178	STREICHERS PROF EQUIP 771DB - CSO UNIFORM 225-2121-41113	12/08/2022 pziemer	12/21/2022	281.98 281.98	281.98	Open	N 12/21/2022
	UNIFORM ALLOWANCE			281.98			
I1604810 75214	STREICHERS PROF EQUIP 723 - UNIFORM NAMEPLATE 225-2120-41113	12/09/2022 pziemer	12/21/2022	26.98 26.98	26.98	Open	N 12/21/2022
	UNIFORM ALLOWANCE			26.98			
	Total for vendor 0322 - STREICHERS PROF EQUIP:			680.88	680.88		
Vendor 3424 - SULLIVAN CANDY & SUPPLY:							
346321 75061*	SULLIVAN CANDY & SUPPLY EASTER EGG HUNT & DONATION CREDIT 230-5211-42210	11/30/2022 pziemer	12/21/2022	600.35 892.90	600.35	Open	N 12/21/2022
	OPERATING SUPPLIES			(292.55)			
	230-0000-36230						
	CONTRIBUTIONS & DONATIONS						
	Total for vendor 3424 - SULLIVAN CANDY & SUPPLY:			600.35	600.35		
Vendor 0040 - TACTICAL SOLUTIONS:							
9348 75072	TACTICAL SOLUTIONS CERTIFICATION OF RADAR UNITS 225-2120-43300	12/02/2022 pziemer	12/21/2022	472.00 472.00	472.00	Open	N 12/21/2022
	PROFESSIONAL SERVICES			472.00			
	Total for vendor 0040 - TACTICAL SOLUTIONS:			472.00	472.00		
Vendor 3755 - THE BARN INC:							
12/7/22 75160	THE BARN INC DEC 22 LUNCH AND LEARN 278-6515-43430	12/07/2022 pziemer	12/21/2022	183.39 183.39	183.39	Open	N 12/21/2022
	MISCELLANEOUS			183.39			
	Total for vendor 3755 - THE BARN INC:			183.39	183.39		
Vendor 3907 - TWM ARCHITECTURE:							
11/30/22 75079	TWM ARCHITECTURE KIWANIS PARK THROUGH 11/30/22 400-9050-45530	11/30/2022 pziemer	12/21/2022	38,028.85 38,028.85	38,028.85	Open	N 12/21/2022
	CAPITAL - OTHER			38,028.85			
20220300 75212	TWM ARCHITECTURE KIWANIS PARK SUBMITAL REVIEW 400-9050-45530	12/14/2022 pziemer	12/21/2022	357.50 357.50	357.50	Open	N 12/21/2022
	CAPITAL - OTHER			357.50			
	Total for vendor 3907 - TWM ARCHITECTURE:			38,386.35	38,386.35		

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Vendor 0087 - VISIT BRAINERD:							
OCTOBER 2022							
75208	VISIT BRAINERD	12/14/2022	12/21/2022	2,698.37	2,698.37	Open	N
	OCT 22 LODGING TAX REMIT	pziemer					12/21/2022
	101-9200-43340	LODGING TAX REMIT/PR		2,698.37			
SEPT 22							
75209	VISIT BRAINERD	12/14/2022	12/21/2022	4,387.49	4,387.49	Open	N
	SEPTEMBER 2022 LODGING TAX	pziemer					12/21/2022
	101-9200-43340	LODGING TAX REMIT/PR		4,387.49			
	Total for vendor 0087 - VISIT BRAINERD:			7,085.86	7,085.86		
Vendor 0344 - WASTE PARTNERS INC:							
2BX01436							
75053	WASTE PARTNERS INC	11/30/2022	12/21/2022	144.35	144.35	Open	N
	NOV 22 WASTE REMOVAL CITY HALL	pziemer					12/21/2022
	101-1940-43380	UTILITIES		144.35			
2BX01437							
75054	WASTE PARTNERS INC	11/30/2022	12/21/2022	189.54	189.54	Open	N
	NOV 22 DOWNTOWN WASTE REMOVAL	pziemer					12/21/2022
	401-1003-43300	PROFESSIONAL SERVICES		189.54			
2BX01435							
75055	WASTE PARTNERS INC	11/30/2022	12/21/2022	105.30	105.30	Open	N
	NOV 22 FIRE DEPT WASTE REMOVAL	pziemer					12/21/2022
	225-2220-43380	UTILITIES		105.30			
2BX01433							
75056	WASTE PARTNERS INC	11/30/2022	12/21/2022	456.30	456.30	Open	N
	NOV 22 PARKS WASTE REMOVAL	pziemer					12/21/2022
	230-5200-43380	UTILITIES		456.30			
2BX01438							
75057	WASTE PARTNERS INC	11/30/2022	12/21/2022	124.45	124.45	Open	N
	NOV 22 POLICE DEPT WASTE REMOVAL	pziemer					12/21/2022
	225-2120-43380	UTILITIES		124.45			
2BX01434							
75058	WASTE PARTNERS INC	11/30/2022	12/21/2022	99.45	99.45	Open	N
	NOV 22 STREETS WASTE REMOVAL	pziemer					12/21/2022
	235-3100-43380	UTILITIES		99.45			
2BX01439							
75059	WASTE PARTNERS INC	11/30/2022	12/21/2022	64.35	64.35	Open	N
	NOV 22 WASTE OIL	pziemer					12/21/2022
	227-3230-43428	USED OIL RECYCLING EXPENSE		64.35			

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2BX01440 75060	WASTE PARTNERS INC NOV 22 AIRPORT WASTE REMOVAL 260-9020-43300	11/30/2022 pziemer	12/21/2022	510.34 510.34	510.34	Open	N 12/21/2022
2BX00334 75074	WASTE PARTNERS INC NOV 22 LIBRARY WASTE REMOVAL 211-5500-43380	11/30/2022 pziemer	12/21/2022	91.80 91.80	91.80	Open	N 12/21/2022
	Total for vendor 0344 - WASTE PARTNERS INC:			1,785.88	1,785.88		
Vendor 3199 - WEX BANK:							
85406962/ADM 75137	WEX BANK NOV 22 WEX EDGE REBATE 101-0000-36299	11/30/2022 pziemer	12/21/2022	(20.18) (20.18)	(20.18)	Open	N 12/21/2022
85406962/CD 75138	WEX BANK NOV 22 COM DEV FUEL 101-2400-42212	11/30/2022 pziemer	12/21/2022	82.79 82.79	82.79	Open	N 12/21/2022
85406962/ENG 75139*	WEX BANK NOV 22 ENG DEPT FUEL 401-9030-42212 401-9030-42212	11/30/2022 pziemer	12/21/2022	89.67 90.95 (1.28)	89.67	Open	N 12/21/2022
85406962/PD 75140*	WEX BANK NOV 22 POLICE DEPT FUEL 225-2120-42212 225-2120-42212	11/30/2022 pziemer	12/21/2022	4,868.32 4,937.03 (68.71)	4,868.32	Open	N 12/21/2022
85406962/STRTS 75141	WEX BANK NOV 22 STREET DEPT FUEL 235-3125-42212 237-3190-42212	11/30/2022 pziemer	12/21/2022	7,484.16 6,967.61 516.55	7,484.16	Open	N 12/21/2022
85406962/FD 75152	WEX BANK NOV 22 FIRE DEPT FUEL 225-2220-42212	11/30/2022 pziemer	12/21/2022	2,107.80 2,107.80	2,107.80	Open	N 12/21/2022
85406962/PARKS 75190	WEX BANK NOV 22 PARKS FUEL 230-5200-42212 101-0000-36299	11/30/2022 pziemer	12/21/2022	774.76 772.77 1.99	774.76	Open	N 12/21/2022

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Total for vendor 3199 - WEX BANK:				15,387.32	15,387.32		
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Vendor 3899 - WEX HEALTH INC:

0001648523-IN

75146	WEX HEALTH INC NOV 22 COBRA 101-9200-43300	11/30/2022 pziemer	12/21/2022	42.40	42.40	Open	N 12/21/2022
	PROFESSIONAL SERVICES			42.40			
Total for vendor 3899 - WEX HEALTH INC:				42.40	42.40		

Vendor 1159 - WINNERS TROPHY:

12451

75129	WINNERS TROPHY FIREFIGHTER PLAQUE 225-2220-42210	12/06/2022 pziemer	12/21/2022	100.90	100.90	Open	N 12/21/2022
	OPERATING SUPPLIES			100.90			
Total for vendor 1159 - WINNERS TROPHY:				100.90	100.90		

Vendor 1712 - WSB & ASSOCIATES:

R-018999-000-14

75078	WSB & ASSOCIATES IMP 21:16 MSP LANDING TRAILHEAD OCT 2 401-9030-43300-21:16	11/30/2022 pziemer	12/21/2022	14,280.50	14,280.50	Open	N 12/21/2022
	PROFESSIONAL SERVICES			14,280.50			

R-020548-000-5

75106	WSB & ASSOCIATES HARRISON SRTS OCT 2022 401-1708-43300	11/30/2022 pziemer	12/21/2022	8,594.50	8,594.50	Open	N 12/21/2022
	PROFESSIONAL SERVICES			8,594.50			
Total for vendor 1712 - WSB & ASSOCIATES:				22,875.00	22,875.00		

Vendor 0354 - ZIEGLER, INC:

IN000804876

75145	ZIEGLER, INC GRADER 113 HEADLIGHT REPAIR 235-3100-42220	12/10/2022 pziemer	12/21/2022	223.23	223.23	Open	N 12/21/2022
	REPAIR & MAINT			223.23			
Total for vendor 0354 - ZIEGLER, INC:				223.23	223.23		

# of Invoices:	145	# Due:	145	Totals:	741,445.84	741,445.84
# of Credit Memos:	2	# Due:	2	Totals:	(39.88)	(39.88)

Net of Invoices and Credit Memos:	741,405.96	741,405.96
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* 3 Net Invoices have Credits Totalling:	(362.54)
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--- TOTALS BY GL DISTRIBUTION ---

101-0000-14100

DUE FROM COMPONENT UNIT

31.00

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-0000-21800	Residential State Surcharge - Value		1.54			
	101-0000-36299	MISCELLANEOUS REVENUE		(18.19)			
	101-0000-36300	Residential State Surcharge - Value		0.06			
	101-1400-42210	OPERATING SUPPLIES		296.94			
	101-1400-43321	TELEPHONE		2.18			
	101-1400-43330	PROFESSIONAL DEVELOPMENT		25.00			
	101-1400-43433	DUES & SUBSCRIPTIONS		362.08			
	101-1610-43301	CITY ATTORNEY		5,591.67			
	101-1700-43300	PROFESSIONAL SERVICES		24.50			
	101-1700-43331	LEASE PAYMENTS		1,068.82			
	101-1700-43350	PRINTING/LEGAL PUBLICATION		495.00			
	101-1700-43433	DUES & SUBSCRIPTIONS		120.00			
	101-1800-43300	PROFESSIONAL SERVICES		434.00			
	101-1800-43321	TELEPHONE		1,111.58			
	101-1940-42220	REPAIR & MAINT		354.86			
	101-1940-43321	TELEPHONE		53.64			
	101-1940-43380	UTILITIES		144.35			
	101-2400-32210	Residential Bldg Permit Fee		79.00			
	101-2400-42212	MOTOR FUELS		82.79			
	101-2400-42220	REPAIR & MAINT		133.99			
	101-2400-43300	PROFESSIONAL SERVICES		1,403.16			
	101-2400-43321	TELEPHONE		5.37			
	101-2400-43331	LEASE EXPENSE		357.61			
	101-2400-43433	DUES & SUBSCRIPTIONS		73.00			
	101-9200-43300	PROFESSIONAL SERVICES		12,420.55			
	101-9200-43340	LODGING TAX REMIT/PR		7,085.86			
	101-9200-43350	LEGAL PUBLICATIONS		37.35			
	101-9200-43430	MISCELLANEOUS		14,250.00			
	101-9200-43434	MEETING BROADCAST EXPENDITURES		59,414.91			
	101-9200-43460	REMIT COMMUNITY ACTION LEVY		7,666.42			
	101-9200-43461	REMIT SENIOR CITIZEN LEVY		7,666.42			
	101-9200-43462	REMIT ARBORETUM LEVY		7,666.42			
	203-0000-15510	PREPAID OTHER		18,585.88			
	203-9000-42212	MOTOR FUELS		11,298.04			
	203-9000-43321	TELEPHONE		9.85			
	203-9000-43401	VEHICLE REPAIRS		7,827.34			
	203-9000-43410	RENTAL EXPENSE		4,896.00			
	203-9000-43440	TRANSIT SERVICE CONTRACT PY		90,568.97			
	211-5500-42220	REPAIR & MAINT		32,228.49			
	211-5500-43380	UTILITIES		91.80			
	211-5500-43450	KITCHIGAMI REGIONAL LIBR PYMT		39,250.00			
	211-5505-43430	MISC - COPY MACHINE PYMTS		77.97			
	225-2120-41113	UNIFORM ALLOWANCE		368.19			
	225-2120-42200	OFFICE SUPPLIES		735.26			
	225-2120-42212	MOTOR FUELS		4,868.32			
	225-2120-42220	REPAIR & MAINT		8,488.38			
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		1,953.41			
	225-2120-42240	SMALL TOOLS		84.92			
	225-2120-43300	PROFESSIONAL SERVICES		690.15			
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		18.75			
	225-2120-43321	TELEPHONE		117.72			
	225-2120-43330	PROFESSIONAL DEVELOPMENT		351.82			
	225-2120-43331	LEASED PAYMENTS		9,061.91			
	225-2120-43380	UTILITIES		124.45			
	225-2120-45500	CAPITAL OUTLAY		1,753.25			
	225-2121-41113	UNIFORM ALLOWANCE		395.94			
	225-2220-42210	OPERATING SUPPLIES		7,416.65			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
225-2220-42212	MOTOR FUELS			2,107.80			
225-2220-42220	REPAIR & MAINT			915.86			
225-2220-42221	R&M BUILDING			831.61			
225-2220-42250	PERSONAL PROTECTIVE GEAR			251.50			
225-2220-43300	PROFESSIONAL SERVICES			360.00			
225-2220-43321	TELEPHONE			69.74			
225-2220-43330	PROFESSIONAL DEVELOPMENT			3,700.00			
225-2220-43331	LEASED PAYMENTS			1,554.27			
225-2220-43380	UTILITIES			105.30			
225-2700-43300	PROFESSIONAL SERVICES			1,812.00			
225-2700-43430	MISCELLANEOUS			1,269.00			
227-3230-43428	USED OIL RECYCLING EXPENSE			64.35			
230-0000-36230	CONTRIBUTIONS & DONATIONS			(292.55)			
230-5200-42212	MOTOR FUELS			772.77			
230-5200-42220	REPAIR & MAINT			50.88			
230-5200-43300	PROFESSIONAL SERVICES			3,274.50			
230-5200-43321	TELEPHONE			49.35			
230-5200-43331	LEASE PAYMENTS			2,379.85			
230-5200-43380	UTILITIES			456.30			
230-5211-42210	OPERATING SUPPLIES			892.90			
235-3100-42220	REPAIR & MAINT			1,097.14			
235-3100-43321	TELEPHONE			49.26			
235-3100-43331	LEASE PAYMENTS			2,600.59			
235-3100-43380	UTILITIES			99.45			
235-3100-43430	MISCELLANEOUS			195.23			
235-3125-42212	MOTOR FUELS			6,967.61			
237-3190-42212	MOTOR FUELS			516.55			
237-3190-43331	LEASE PAYMENTS			626.01			
251-9360-43467	REMIT LOCAL SALES TAX COLLECT			118,808.06			
260-9020-43300	PROFESSIONAL SERVICES			510.34			
260-9020-43321	TELEPHONE			645.74			
260-9020-43340	ADVERTISING/PROMOTION			3,128.00			
278-6515-43430	MISCELLANEOUS			183.39			
280-9700-43470	UNINSURED LOSSES			398.47			
400-1481-45530	PYMTS TO CONTRACTORS			112,741.83			
400-9050-45530	CAPITAL - OTHER			38,386.35			
401-1003-43300	PROFESSIONAL SERVICES			189.54			
401-1609-43300	PROFESSIONAL SERVICES			288.00			
401-1708-43300	PROFESSIONAL SERVICES			8,594.50			
401-1902-43300	PROFESSIONAL SERVICES			17.91			
401-1902-45530	PYMTS TO CONTRACTORS			39,092.59			
401-9030-42212	MOTOR FUELS			89.67			
401-9030-43300-21:15	PROFESSIONAL SERVICES			741.50			
401-9030-43300-21:16	PROFESSIONAL SERVICES			14,280.50			

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User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 12/19/2022 - 12/19/2022

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 23/24

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			128,441.88	128,441.88		
	203 - TRANSIT FUND			133,186.08	133,186.08		
	211 - LIBRARY FUND			71,648.26	71,648.26		
	225 - PUBLIC SAFETY FUND			49,406.20	49,406.20		
	227 - RECYCLING FUND			64.35	64.35		
	230 - PARK & RECREATION FUND			7,584.00	7,584.00		
	235 - STREET & SEWER FUND			11,009.28	11,009.28		
	237 - SANITARY SEWER FUND			1,142.56	1,142.56		
	251 - LOCAL OPTION SALES TAX			118,808.06	118,808.06		
	260 - AIRPORT FUND			4,284.08	4,284.08		
	278 - HEALTHY EMPLOYE INITIATIVE			183.39	183.39		
	280 - PACKAGE INSURANCE FUND			398.47	398.47		
	400 - CAPITAL PROJECTS FUND			151,128.18	151,128.18		
	401 - CONSTRUCTION FUND			63,294.21	63,294.21		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			18,307.74	18,307.74		
	1003 - 10:03 DWNTWN MAIN CNTRACT			189.54	189.54		
	1400 - ADMINISTRATION			686.20	686.20		
	1481 - HISTORIC WATER TOWER REPA			112,741.83	112,741.83		
	1609 - 16:09 BUFFALO HILLS RECON			288.00	288.00		
	1610 - LEGAL-CIVIL ATTORNEY			5,591.67	5,591.67		
	1700 - ENGINEERING			1,708.32	1,708.32		
	1708 - 17:08 SRTS & S 6TH SIDEWA			8,594.50	8,594.50		
	1800 - IT/GIS			1,545.58	1,545.58		
	1902 - 19:02 CLST CONNECTION			39,110.50	39,110.50		
	1940 - CITY HALL			552.85	552.85		
	2120 - POLICE DEPARTMENT			28,616.53	28,616.53		
	2121 - COMMUNITY SERVICE			395.94	395.94		
	2220 - FIRE DEPARTMENT			17,312.73	17,312.73		
	2400 - COMMUNITY DEVL/INSPECTION			2,134.92	2,134.92		
	2700 - ANIMAL CONTROL			3,081.00	3,081.00		
	3100 - S & S MAINTENANCE			4,041.67	4,041.67		
	3125 - SNOW REMOVAL			6,967.61	6,967.61		
	3190 - SANITARY SEWER EXPENSE			1,142.56	1,142.56		
	3230 - RECYCLING EXPENSE			64.35	64.35		
	5200 - PARK MAIN/ADMINISTRATION			6,983.65	6,983.65		
	5211 - SPECIAL EVENTS PROGRAM			892.90	892.90		
	5500 - LIBRARY-BUDGETED			71,570.29	71,570.29		
	5505 - TAXABLE FEES			77.97	77.97		
	6515 - HEALTHY EMPLOYE INITIATIVE			183.39	183.39		
	9000 - TRANSIT FUND			114,600.20	114,600.20		

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User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 12/19/2022 - 12/19/2022

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 24/24

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 ---							
	9020 - AIRPORT M & O			4,284.08	4,284.08		
	9030 - CONSTRUCTION PROJ-MISC			15,111.67	15,111.67		
	9050 - CAPITAL PROJECTS-MISC			38,386.35	38,386.35		
	9200 - CITY-WIDE			116,207.93	116,207.93		
	9360 - LOCAL OPTION SALES TAX			118,808.06	118,808.06		
	9700 - PACKAGE INSURANCE			398.47	398.47		

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

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

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

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

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

- A. **Approval of Bills**
- B. **Approval of Minutes**
 - a. **Regular City Council Meeting held on November 21st, 2022**
 - b. **City Council Budget Workshop held on November 28th, 2022**
- C. **Approval of Licenses**
- D. **Department Activity Report**
- E. **Adopt Resolution Designating Polling Locations for 2023**

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

Presentations

Northland Arboretum Annual Report

Candice Zimmerman, 14250 Conservation Dr, Executive Director, Northland Arboretum, gave an overview of the strategies that the Northland Arboretum developed in order to become more independent from the funding from the City. She also gave an overview of the revenue and budget in 2022. The City of Brainerd as of September 2022 made up 18.5% of the revenues.

Approve Brainerd Public Utilities (BPU) 2023 Operating and Capital Budget

BPU Finance Director Wicklund gave an overview of the 2023 BPU Operating Budget. He stated that the operating expenses account for the increase in price of supplies. The projected revenue for 2023 is \$36.4 million, which includes \$6.8 million from crypto mining. Projected expenses for 2023 \$34.7 million with purchased power being \$17.7 million. BPU Superintendent Magnuson, gave an overview of the BPU 2023 to 2027 Capital plan for all Brainerd Public Utilities departments.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE 2023 BRAINERD PUBLIC UTILITIES CAPITAL AND OPERATING BUDGETS.

Presentation by the Park Board Regarding 2023 Capital Budget

Troy Rushmeyer, 2818 Blair St, Park Board President, gave an overview of the priorities of the Park Board and how they addressed the immediate needs of the parks with their proposed 2023 budget. The Board feels that the Memorial Park lights are important to address prior to the other projects that were in the budget previously while the Park Board is master planning.

Council Committee Reports

Safety and Public Works

Approve Revision of Transportation Alternatives Grant Application

Committee Chair O'Day stated that this revision is necessary if the City wants to include the pedestrian bridge in the grant request to connect the east and west segments of the Cuyuna Lakes State Trail.

Member Erickson stated that he would abstain from voting due to his employment.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND STENGLEIN TO APPROVE THE REVISION OF 10TH AVE NE TRAIL GRANT APPLICATION TO INCLUDE CONSTRUCTION OF A PEDESTRIAN BRIDGE AT 14TH AVE NE.

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

Adopt Resolution Removing On-Street Parking on Oak Street between SE 15th and SE 16th Streets

Committee Chair O'Day stated that the committee reviewed the alternative plans presented, in order to keep the road passable by the snowplow, the committee felt removing parking was best.

Member Johnson stated that he is not in favor of removing on-street parking. He stated that from experience in talking with engineers he has learned that the width does not include the two feet for storm sewer. The lane will be plenty wide enough to accommodate parking and the plow trucks. He loves the project.

Mayor Badeaux stated that in order to be consistent in promoting on-street parking he is not in favor of removing parking in this area. He also asked whether the trees that the school district had as a part of their plan will show up in this construction.

City Engineer/Public Works Director Dehn stated that the trees are a part of the improvement.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND ERICKSON TO ADOPT RESOLUTION REMOVING ON-STREET PARKING FROM THE SOUTH SIDE OF OAK STREET BETWEEN SE 15TH STREET AND SE 16TH STREET.

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

Personnel and Finance Committee

Approve Animal Control Enforcement Contract for Calendar Years 2023-2025

Committee Chair Johnson stated that the contract includes a modest 3% increase each year. The Police Department has been satisfied with the services.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE ANIMAL ENFORCEMENT CONTROL AGREEMENT WITH LAKES AREA WILDLIFE CONTROL AND AUTHORIZE SIGNATURES OF THE AGREEMENT.

Consider Amending American Rescue Plan Act (ARPA) Budget for Historic Water Tower Preservation

Committee Chair Johnson stated that these are ARPA funds, not levy dollars. This will bring the unallocated amount of ARPA dollars to \$138,098.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED, TO USE ARPA FUNDS, NOT TO EXCEED \$200,000, TO COMPLETE PHASE 1 OF THE HISTORIC WATER TOWER PRESERVATION, SPECIFICALLY THE REHABILITATION OF THE INTERIOR STAIRS AND WINDOWS OF THE STRUCTURE.

Authorization to Enter into Agreement with CliftonLarsonAllen (CLA) for 2022 Audit Services

Committee Chair Johnson stated that the increase is quite significant 12.3% increase, but it was expected and is a budgeted expense.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO AUTHORIZE SIGNATURES ON THE ENGAGEMENT LETTERS.

Adopt Resolution Declaring Costs to be Reassessed Ordering Preparation of Proposed Reassessment, and Ordering a Public Hearing on Proposed Assessment

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN TO ADOPT A RESOLUTION DECLARING COSTS TO BE REASSESSED, ORDERING PREPARATION OF PROPOSED REASSESSMENT, AND ORDERING A PUBLIC HEARING ON PROPOSED REASSESSMENT AT THE DECEMBER 19, 2022, COUNCIL MEETING; FURTHER TO DIRECT STAFF TO CONTACT AND SEND FORMER OWNER OF PID 41300743 A LETTER TO ATTEMPT COLLECTION.

Committee Chair Johnson stated that these are two properties that staff would have considered waiving had the property owners presented themselves in a timelier manner. He asked City Attorney Langel if the City needs to go through the process of conducting the public hearing and wasting staff time for an insignificant amount of money. Instead, cutting a check to the homeowners and leaving it in their hands to pay their taxes with the amount.

City Attorney Langel stated that that process would be unusual, but he would suggest writing the check to the county directly. The assessment would still be on the assessment record, but insignificant in the historic record of the properties.

Committee Chair Johnson and Stenglein rescinded their motion.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED, TO DIRECT STAFF TO PAY THE COUNTY THE AMOUNTS ASSESSED TO PID 41300743 IN THE AMOUNT OF \$625 AND 41191352 IN THE AMOUNT OF \$125 TO RESOLVE THE ASSESSMENTS.

Direction on Updating the City Code

Committee Chair Johnson stated that he would be voting no because he believes it is the wrong year to hire a consultant for this process.

Member Stenglein stated that she hesitated on the timing of the process, however, the deferred maintenance on our code is significant.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK TO AUTHORIZE STAFF TO MOVE FORWARD WITH THE CODIFICATION PROCESS BY DEVELOPING AN RFP TO SOLICIT PROPOSALS IN EARLY 2023 TO BE APPROVED BY COUNCIL AND KEEP THE \$20,000 IN THE 2023 BUDGET AS PRESENTED.

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

Discussion of Non-Working Funds 2023 Budgets

Committee Chair Johnson stated that the two discussion points of the committee were that the transit fund is in big trouble, the system has been running on fund balance and is at risk for running out in the next couple of years. The Transit Advisory Committee needs to work on a plan to be financially solvent. The committee also discussed the storm sewer collection fund. The City is in talks with Baxter to share an employee to complete our MS4 compliance work for the State of Minnesota.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STENGLEIN, DULY CARRIED, TO DIRECT STAFF TO INCLUDE \$50,000 IN THE STORM SEWER COLLECTION FUND WHEN THE RATE STUDY IS COMPLETE FOR A POTENTIAL SHARED EMPLOYEE WITH THE CITY OF BAXTER.

Unfinished Business

Final Reading- Proposed Ordinance 1539, an Ordinance Amending Section 515-4 of the Zoning Code- Restrictions on Demolition and Removal of Dwelling Units

Community Development Director Kramvik gave an overview of Ordinance 1539 and its history. The Planning Commission held a public hearing and considered Proposed Ordinance No. 1539 at their regular scheduled meeting on November 16, 2022. The primary discussion of the proposed ordinance centered around Section 515-4-14.A.3 which states that: Except as provided in Section A of this chapter, no permit shall be issued to allow the demolition of a dwelling unit in the Traditional Neighborhood 1 (TN-1), Traditional Neighborhood 2 (TN-2), Contemporary Neighborhood 1 (CN-1), or Contemporary Neighborhood 2 (CN-2) Zoning Districts unless: City Council approval has been granted for an alternative use of the property. Staff's interpretation of "approval of an alternative use" would be in the form of an approved conditional use permit or interim use permit. Planning Commission recommended approval of the ordinance with removing this section A.3. removed.

The Chair opened the public hearing at 8:20 p.m.

Mike Larson, 7338 Ojibwa Rd, Senior Vice President, St. Joseph's Medical Center, he stated that he was speaking against the proposed ordinance. He gave an overview of the history of the hospital. The organization feels that it is important to have a good relationship with the neighborhood. Demands for healthcare services will only continue to grow, as such, the need to expand will as well.

Father Michael Garry, 416 N 9th St, stated that he was speaking against the ordinance. He gave an overview of the history of St. Francis Church and School. He stated that the church will need a rectory in the future to house its priests.

Ginny Knudson, 12319 Thompson Rd, Borden, Steinbauer, Krueger and Knudson Law, Trustee for St. Francis Church stated that she opposes the ordinance without paragraph A3. The conditional use process is a useful process.

Kathleen Hermerding, 116 Juniper St, stated that the hospital and St. Francis are good neighbors, however, parking lots do not make a neighborhood. Losing housing in our neighborhoods reduces the tax base.

The Chair closed the public hearing at 8:32 p.m.

MOVED AND SECONDED BY COUNCIL MEMBERS ERICKSON AND O'DAY, DULY CARRIED, TO HOLD THE FINAL READING OF ORDINANCE 1539 AN ORDINANCE AMENDING SECTION 515-4 OF THE ZONING CODE- RESTRICTIONS ON DEMOLITION AND REMOVAL OF DWELLING UNITS AND DISPENSE WITH THE ACTUAL READING.

MOVED BY COUNCIL MEMBER ERICKSON TO ADOPT ORDINANCE 1539 AN ORDINANCE AMENDING SECTION 515-4 OF THE ZONING CODE- RESTRICTIONS ON DEMOLITION OF DWELLING UNITS.

The Chair declared the motion failed for lack of a second.

City Attorney Langel stated that in order to pass an ordinance with the language included, the City would have to start the ordinance process over.

Call for Applicants – Informational:

(Application Information at ci.brainerd.mn.us/279/Boards-Commissions)

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

Charter Commission – 4 terms (Expire 2026) 1 term (Expire 2025)

Parks and Recreation-- 1 term (Expire 2027)

Library Board -- 1 term (Expire 2023)

Public Utilities Commission-- 1 term (Expires 2027)

Rental Dwelling License Board of Appeals – 5 terms (Expire 2022)

Transportation Advisory Committee-- 3 terms (Expire 2024)

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

Economic Development Authority (EDA) – 1 term (Expire 2028) 1 term (Expire 2026)

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

Airport Commission-- 1 term (Expire 2025)

Planning Commission-- 2 terms (Expire 2025)

New Business

Discussion on KRLS Board Appointment

City Administrator Bergman stated that according to the KRLS agreement with the City, the member who was appointed as alternate must sit out a year per state statute.

Chair Bevans asked Member Johnson whether he felt it was necessary to appoint an alternate.

Member Johnson stated that he would be able to attend each meeting. He also stated that the letter from KRLS is disingenuous.

Two Council Members to the Joint Wastewater Management Board

BPU Finance Director Wicklund stated that the board was established when the sewer plant was built in 2007. It has not met due to not having many issues because of the new construction. This board will be necessary in the coming months as the permit for wastewater is coming due. They will meet to discuss sewer agreements that will need to be the same for both cities.

Member Johnson asked whether it was important to appoint someone right away or whether the Council could wait until the 1st meeting in January when the new members are appointed to the Council and Committees.

Finance Director Wicklund stated that the Board will have to meet before February 1st, so waiting until the 1st meeting in January is acceptable.

Public Forum

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

No one came forward.

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

Staff Reports

HR Director Schubert stated that there are a couple outstanding health insurance election forms. City Administrator Bergman's performance review will be on December 19th, please submit comments by December 12th. Finally, there is a senior gift tree downstairs, she encouraged members to take a gift tag and support seniors in our community.

City Engineer/ Public Works Director Dehn stated that the water tower roof project is getting wrapped up we will have photos available so everyone can see the result. The committee is working on the next part of phase 1. Staff is working on coming up with a date that our woodchips will be available to the community from the storms this last summer.

Administrator Bergman stated that BPU commission met on November 29th and discussed the development of the Robert's property, river crossing project, and potential solar project in Rotary Park there will be a committee formed with all stakeholders, succession planning for a key member at BPU, and capital and operating budgets. She and the Mayor talked about all things Brainerd with Lakeland Public TV.

IT/GIS Director Strong stated that Charter is still projecting New Year's as the air date for cable.

Mayor Report

December 5th, 2022

Mayor Badeaux stated that Saturday, December 17th at 2:00 p.m. there will be caroling provided by the Brainerd North Neighborhood Association. Finally, Conner Erickson will be returning home after rehabilitating from a football injury. He requested that the public turn out on Friday, December 9th on Ridge Dr at 4:00 p.m. to welcome him home. He asked whether the Council is agreeable to the Park Board adding the Memorial Park lights to their special meeting on Tuesday, December 6th.

Council Member Reports

Member Johnson stated that Brainerd Hockey is celebrating 50 years this Tuesday and Friday at the Boys and Girls hockey games. He had asked at the previous meeting about adding the street light discussion to the agenda this meeting. He reviewed the rules of decorum regarding addition of items to the agenda.

Chair Bevans stated that the street light discussion will be on the next meeting, it was his fault for the delay of the item.

Member O'Day stated that on Friday, December 9th at Buffalo Hills Park from 6:00-8:00 p.m. there will be holiday hayrides. There will be s'mores, hot chocolate, hayride, and holiday light contest along the route.

Adjourn to Closed Session per MN Statute 13D.03 to Discuss Labor Union Negotiation Strategy

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND O'DAY, DULY CARRIED, TO ADJOURN TO CLOSED SESSION PER MN STATUTE 13D.03 TO DISCUSS LABOR UNION NEGOTIATION STRATEGY.

The Chair adjourned to closed session at 8:58 p.m.

Council took a 5-minute break.

Adjourn to Budget Public Hearing on December 12th, 2022, at 7:30 p.m. in the City Council Chambers

The Chair reconvened the meeting at 9:19 p.m.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND JOHNSON, DULY CARRIED, TO ADJOURN THE MEETING TO THE BUDGET PUBLIC HEARING ON DECEMBER 12TH, 2022 AT 7:30 PM IN THE COUNCIL CHAMBERS.

The Chair adjourned the meeting at 9:19 p.m.

Jennifer Bergman
City Administrator

**Brainerd, MN
December 12, 2022**

Pursuant to due call and notice thereof, the Brainerd City Council Special Meeting for the Budget Public Hearing was called to order at 7:30 P.M. by Council President Bevans.

Members Johnson, ~~Pritschet~~, Stenglein, Erickson, O'Day, Stunek, and Bevans were noted as present. Mayor Badeaux was noted as present. Member Bieser as noted as absent. Also noted present were City Administrator Bergman, Finance Director Hillman, Community Development Director Kramvik, City Engineer/ Public Works Director Dehn, HR Director Schubert, Police Chief Bestul, and IT/GIS Director Strong.

Chair Bevans requested a moment for remembrance of former Police Chief Frank Ball.

2023 Budget and Levy Presentation

Finance Director Hillman stated the purpose of the meeting is to discuss the City of Brainerd's 2023 budget and levy and allow for public input. She gave an overview of how tax capacity and property taxes are determined. The increase in the tax capacity for 2023 has shifted the tax burden from commercial properties to residential properties. Ms. Hillman gave an overview of the 2023 levy and capital budget. The total budgeted expenditures for 2023 is \$15,145,596 the total estimated non-property tax revenue is \$8,717,096. The estimated levy needed for 2023 is \$6,443,500 (3% increase). The preliminary levy was set at 9.54%, the final levy can be less than the preliminary but not higher. Finally, she gave an overview of the impact the preliminary and final levy would have on residential and commercial properties.

Public Comment Period

The Chair opened the public hearing at 7:55 p.m.

No one came forward.

The Chair closed the public hearing at 7:56 p.m.

Adjourn

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND JOHNSON, DULY CARRIED, TO ADJOURN THE MEETING.

The Chair adjourned the Special Meeting at 7:56 p.m.

Jennifer Bergman
City Administrator

Brainerd Contractor License List

12/15/2022

A-1 ENTERPRISES

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
43716 CONIFER ST	General Commercial	Active		12/31/2023	2023-0017	12/31/2023

ABE LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
12438 EXECUTIVE ACR	General Commerical	Active		12/31/2023	2023-0004	12/31/2023

ACCESS GARAGE DOOR LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
8998 COUNTY ROAD 14	Overhead Doors	Active		12/31/2023	2023-0002	12/31/2023

ALL SEASON HEATING & AC OF BRAI

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
11502 THIESSE RD	Mechanical	Active	MB004765	10/08/2024	2023-0021	12/31/2023

ALTERS MASONRY CONCRETE,INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
19784 SEE GULL RD	Masonry	Active		12/31/2023	2023-0002	12/31/2023

ANCHOR COMPANIES

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
25680 CHURCH ST	General Commercial	Active		12/31/2023	2023-0011	12/31/2023

AUGUSTA PLUMBING LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
24891 21ST AVE	Plumbing Contractor	Active	PC643143	12/31/2023	2023-0018	12/31/2023
24891 21ST AVE	Mechanical	Active	MB643672	11/14/2024	2023-0032	12/31/2023

BCI CONSTRUCTION INC DBA BOSER

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
7135 5TH AVE NE	General Commercial	Active		12/31/2023	2023-0020	12/31/2023

BRAINERD GLASS, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
302 5TH AVE NE STE 4	Glass/glazing	Active		12/31/2023	2023-0001	12/31/2023

BRYANS PLUMBING AND HEATING L

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
8218 COUNTY ROAD 14	Plumbing Contractor	Active	PC743426	12/31/2023	2023-0015	12/31/2023

BUTTWEILERS DO ALL INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
4298 STATE HWY 114 S	Commercial Roofing	Active		12/31/2023	2023-0004	12/31/2023

CROW WING CONTRACTING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
27708 132ND ST	Residential Contractor Re	Active		12/31/2023	2023-0001	12/31/2023

CULLIGAN SOFT WATER SERVICE CO

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
8240 INDUSTRIAL PAR	Water Conditioning Contr	Active	WC644193	12/31/2023	2023-0001	12/31/2023

DAUERS HEATING COOLING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
8090 STATE 64	Mechanical	Active	MB782888	06/22/2023	2023-0030	12/31/2023

DECHANTAL EXCAVATING LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
12209 STATE HWY 18 P	Excavator	Active		12/31/2023	2023-0007	12/31/2023
12209 STATE HWY 18 P	Subs-sewage Treatment Sy	Active	L-2267	02/10/2023	2023-0005	12/31/2023

DIVERSIFIED CONSTRUCTION OF TH

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1107 6TH ST S	General Commerical	Active		12/31/2023	2023-0005	12/31/2023

DONLAR CONSTRUCTION COMPANY

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
550 SHOREVIEW PARK	General Commercial	Active	IR652404	12/31/2023	2023-0013	12/31/2023

EAST SIDE GLASS COMPANY

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
305 FRANKLIN AVE NE	Glass/glazing	Active		12/31/2023	2023-0002	12/31/2023

EXTERIOR PRO INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
3622 30TH ST SE STE 2	General Commercial	Active		12/31/2023	2023-0014	12/31/2023

FERRARA'S HEATING, A/C AND REFR

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
42369 DAISY ST	Mechanical	Active	MB003344	08/27/2024	2023-0031	12/31/2023

FRANZEN BROS. PLASTERING LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
10872 COUNTY ROAD 8	Drywall	Active		12/31/2023	2023-0004	12/31/2023

FROGGYS SIGNS INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
12571 HWY 27	Sign Erector	Active	SB686272	03/01/2024	2023-0002	12/31/2023

GPS RESTORATION SOLUTIONS LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
7757 COLLEGE RD #105	General Commercial	Active		12/31/2023	2023-0018	12/31/2023

GRANITE CITY REFRIGERATION & S

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 358	Mechanical	Active	MB003158	09/01/2024	2023-0022	12/31/2023

GULL LAKE GLASS INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
18441 STATE HIGHWAY	Glass/glazing	Active		12/31/2023	2023-0004	12/31/2023

HERZOG ROOFING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 245	Commercial Roofing	Active		12/31/2023	2023-0005	12/31/2023

INDIGO SIGNWORKS INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
4133 IOWA ST STE 100	Sign Erector	Active	SB683135	05/21/2024	2023-0003	12/31/2023

J/R'S PLUMBING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
24689 CTY RD 11	Plumbing Contractor	Active	PC758781	12/31/2023	2023-0017	12/31/2023

K JOHNSON CONSTRUCTION INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
6870 HWY 10 NW	Masonry	Active		12/31/2023	2023-0003	12/31/2023

KENKO DRYWALL INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
14181 242ND AVE	Drywall	Active		12/31/2023	2023-0003	12/31/2023

KENS HEATING & MOBILE HOME SU

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
42281 290TH ST	Mechanical	Active	MB005039	04/21/2024	2023-0025	12/31/2023

KUE CONTRACTORS, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 408	General Commercial	Active		12/31/2023	2023-0012	12/31/2023

MAGNEY CONSTRUCTION INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1401 PARK ROAD	General Commercial	Active		12/31/2023	2023-0019	12/31/2023

MASTER PLUMBING & HEATING OF

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
17131 MOGENSEN RD	Mechanical	Active	MB005013	05/10/2024	2023-0026	12/31/2023
17131 MOGENSEN RD	Plumbing Contractor	Active	PC644493	12/31/2023	2023-0012	12/31/2023

MINNESOTA HOME IMPROVEMENTS

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 248	General Commercial	Active		12/31/2023	2023-0008	12/31/2023

NORTHERN LAKES PLUMBING LLC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 681	Plumbing Contractor	Active	PC671456	12/31/2023	2023-0016	12/31/2023

NORTHLAND GLASS AND GLAZING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
3311 39TH ST S	Glass/glazing	Active		12/31/2023	2023-0003	12/31/2023

PIKE PLUMBING & HEATING OF BRA

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
830 BROOK ST	Mechanical	Active	MB003963	10/09/2024	2023-0027	12/31/2023
830 BROOK ST	Plumbing Contractor	Active	PC645518	12/31/2023	2023-0013	12/31/2023

R & H DRYWALL, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
26023 HWY 27 PO BOX 4	Drywall	Active		12/31/2023	2023-0002	12/31/2023

R J MECHANICAL INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
901 N INDUSTRIAL PAR	High Pressure Piping Busi	Active	HC000133	12/31/2023	2023-0002	12/31/2023
901 N INDUSTRIAL PAR	Mechanical	Active	MB004174	12/02/2024	2023-0023	12/31/2023
901 N INDUSTRIAL PAR	Plumbing Contractor	Active	PC001353	12/31/2023	2023-0010	12/31/2023

RASINSKI EXCAVATING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
10775 PINEWOOD DR S	Excavator	Active		12/31/2023	2023-0008	12/31/2023

ROSE CITY SIGN COMPANY, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
31208 COUNTY ROAD 7	Sign Erector	Active	SB687648	11/09/2024	2023-0004	12/31/2023

RYAN COMPANIES US, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
533 S 3RD ST STE 100	General Commercial	Active		12/31/2023	2023-0015	12/31/2023

SHO CON OF PIERZ INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
25238 213TH ST	General Commercial	Active		12/31/2023	2023-0016	12/31/2023
25238 213TH ST	Masonry	Active		12/31/2023	2023-0004	12/31/2023
25238 213TH ST	Mechanical	Active	MB005179	05/20/2024	2023-0029	12/31/2023

SPORTSMANS PLUMBING HEATING A

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
12705 STATE 64 SW	Plumbing Contractor	Active	PC749035	12/31/2023	2023-0011	12/31/2023
12705 STATE 64 SW	Mechanical	Active	MB749035	11/09/2024	2023-0024	12/31/2023

ST. CLOUD ACOUSTICS, INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
30762 PEARL DRIVE PO	Acoustical Ceilings	Active		12/31/2023	2023-0002	12/31/2023

SUPERIOR COMPANIES OF MINNESO

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
1244 60TH AVE NW	Plumbing Contractor	Active	PC642520	12/31/2023	2023-0014	12/31/2023
1244 60TH AVE NW	Mechanical	Active	MB004661	12/10/2024	2023-0028	12/31/2023

THE TRADESMEN CONSTRUCTION I

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
4015 MINNESOTA ST	General Commercial	Active		12/31/2023	2023-0007	12/31/2023

TOTAL CONSTRUCTION AND REMO

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
13569 N SYLVAN DAM	General Commercial	Active		12/31/2023	2023-0010	12/31/2023

T-RAY CONSTRUCTION COMPANY IN

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
8651 NAPLES ST NE ST	Underground Cable	Active		12/31/2023	2023-0001	12/31/2023

WESTERN PRODUCTS INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
474 45TH ST S	General Commercial	Active		12/31/2023	2023-0009	12/31/2023

Total Licensees51

Population: All Records
Licensee.DateRegistered Between 12/2/2022 12:00:00 AM AND 12/15/2022 12:00:00 AM

2023 LICENSE RENEWALS
DECEMBER 19, 2022 COUNCIL MEETING

Contingent Upon Inspection by the Fire Department

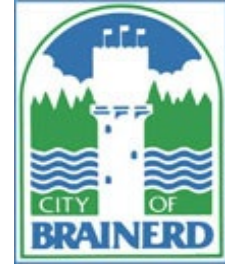
TOBACCO LICENSES - 1 RENEWALS

WALGREENS #05635
340 Washington Street
Brainerd MN 56401

SECOND HAND AUTO LICENSES - 1 RENEWALS

TOWER MOTORS
624 WASHINGTON ST
Brainerd MN 56401

MEMO



TO: Mayor and City Council

FROM: James Kramvik, Community Development Director

DATE: December 19, 2022

RE: Community Development Director Report

Building

The Community Development Department issued 80 building permits with a total project valuation of \$2,637,375 in the month of November.

Within the River-to-Rail incentive corridor, 10 permits were issued in November with a total project valuation of \$117,500 and waived \$2,968 in permit fees.

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

Code Enforcement

The Community Development Department conducted 45 code enforcement inspections in November.

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

Planning & Zoning

Community Development Director Kramvik attended the most recent Park Board meeting and BPU Commission meeting to explore interest in setting a city-wide policy for a lighting color temperature standard. This standard would be applied to streetlights, park lights, and private property lights. Staff is recommending that a work group consisting of one member of Planning Commission, Park Board, and BPU Commission review color temperature and the effect that it would have on the city. A determination would then be part of the street light policy that SPW is working on with staff. Planning Commission would then have to codify the language into the Zoning Code for private property and parks.



BRAINERD POLICE DEPARTMENT MONTHLY REPORT



BESTUL'S BOOYAH AWARD

Officer Williams received three separate Booyah nominations in November.

Submitted by Sgt. Rosier: After conducting a traffic stop on a vehicle with a possible intoxicated driver, Williams determined that the party was suffering from a medical episode. He then made arrangements for the party to be picked up and driven home. Sgt. Rosier received a compliment from a family member regarding Officer Williams' professional manner and concern for the wellbeing of the party. The reporting party expressed gratitude for Williams' empathy and wanted to say that he did a great job.



Officer Williams received two additional nominations from Lt. Kulzer – one for a correspondence Lt. Kulzer received from CORE Professional Services expressing gratitude to Hunter for his caring and professional demeanor dealing with a juvenile client who was having a difficult time and another for being one of the Brainerd officers who assisted the MN State Patrol with an oversized load passing through the City of Brainerd on 11/03/22. *Booyah Hunter!*

STAFFING & ASSIGNMENTS

Community Service Officer Jason Boller started with the department on November 3rd.

Jason, a native of the Brainerd Lakes area, is a second year Law Enforcement student at Central Lakes College and wants to become an officer for the Brainerd Police Department after graduation.

In his off time, Jason enjoys hunting and racing dirt bikes.



TRAINING & STAFF DEVELOPMENT

Constitutional Use of Force; Legal to Reasonable Force Issues

Sgt. Rosier attended Constitutional Use of Force training, a reality-based course that separates fact from fiction about case law, the use of force and human performance under stress. From practical application on the street for line officers through force investigations, students develop working knowledge of the constitutional parameters for using force. In addition, scientific factors affecting human performance during dynamic and evolving force events were examined as well as the impact of video on investigations and public perception. The course included video recorded current incidents, case studies, and small group discussion.

OVERALL CALLS FOR SERVICE

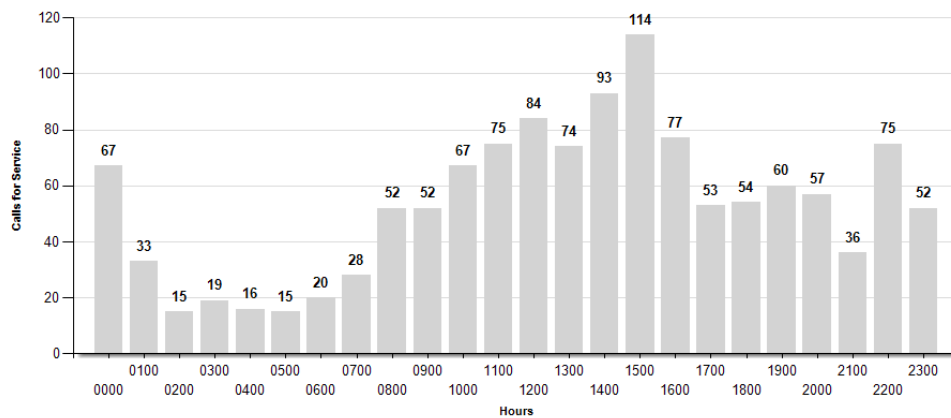
November	2022	2021
Number of Calls for Service	1288	1355



Calls for Service Hourly

11/1/2022 to 11/30/2022

Total Calls: 1351

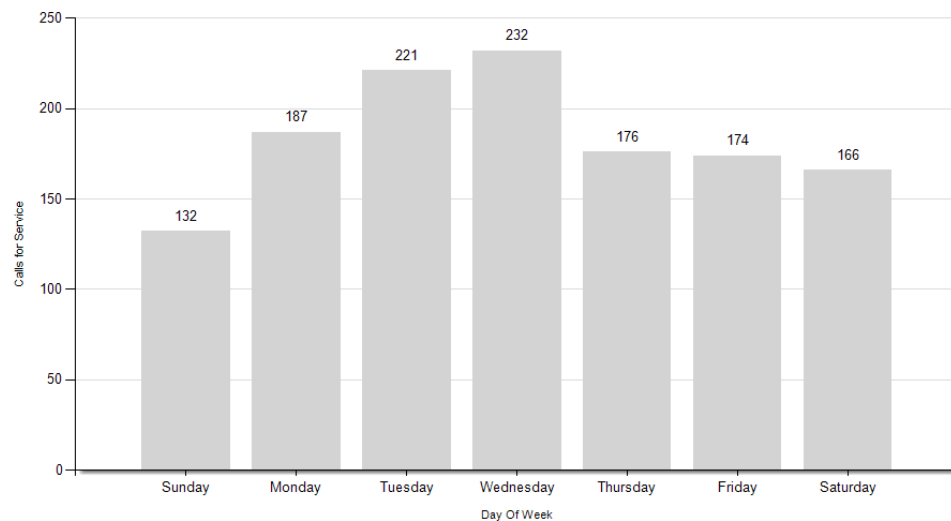


Calls for Service Day Of Week

Start Date: 11/1/2022

End Date: 11/30/2022

Total Calls: 1351



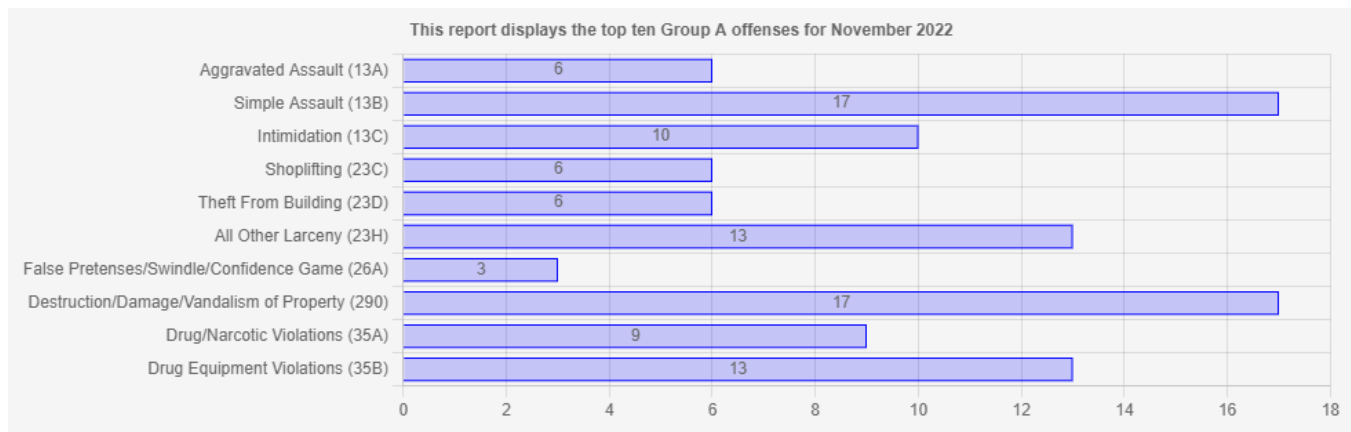
CRIME STATISTICS

Year to Date through November	2022	2021
Group A Offenses Known or Reported to Police	1347	1540
Group A and B Arrests	765	738

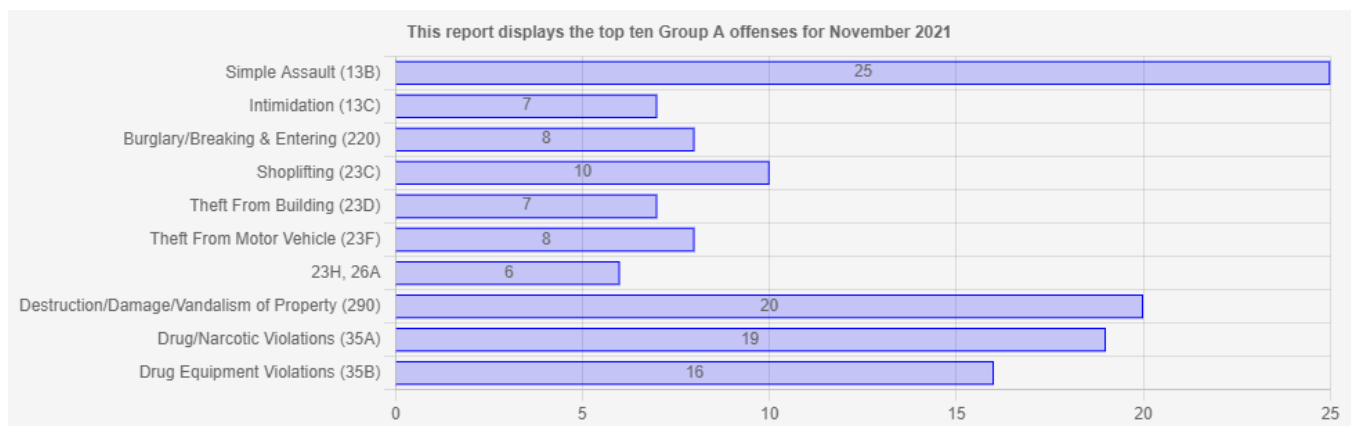
**** Note: 2022 totals do not include case files that have not yet been coded.**

TOP 10 GROUP A OFFENSES

November 2022

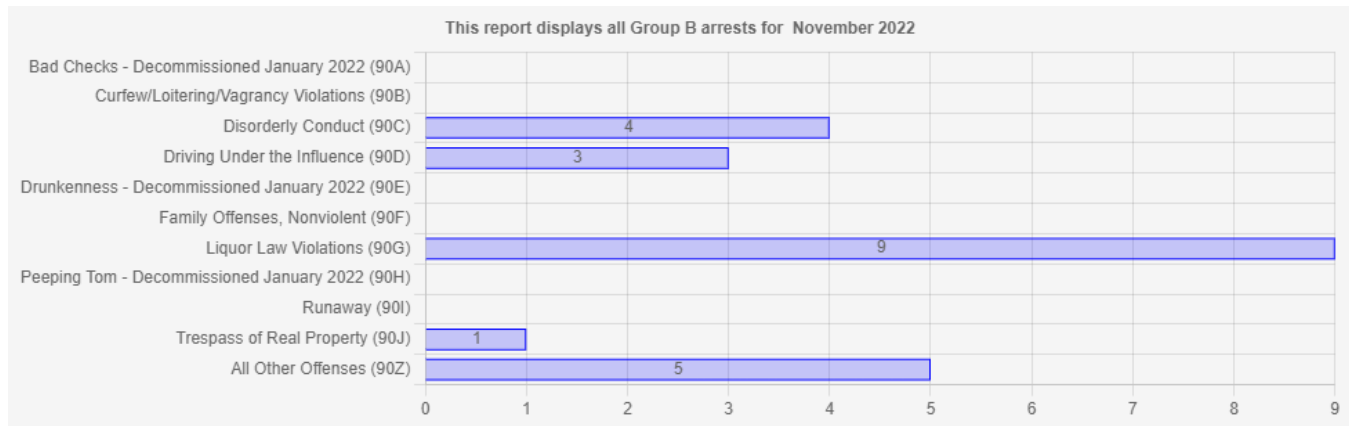


November 2021

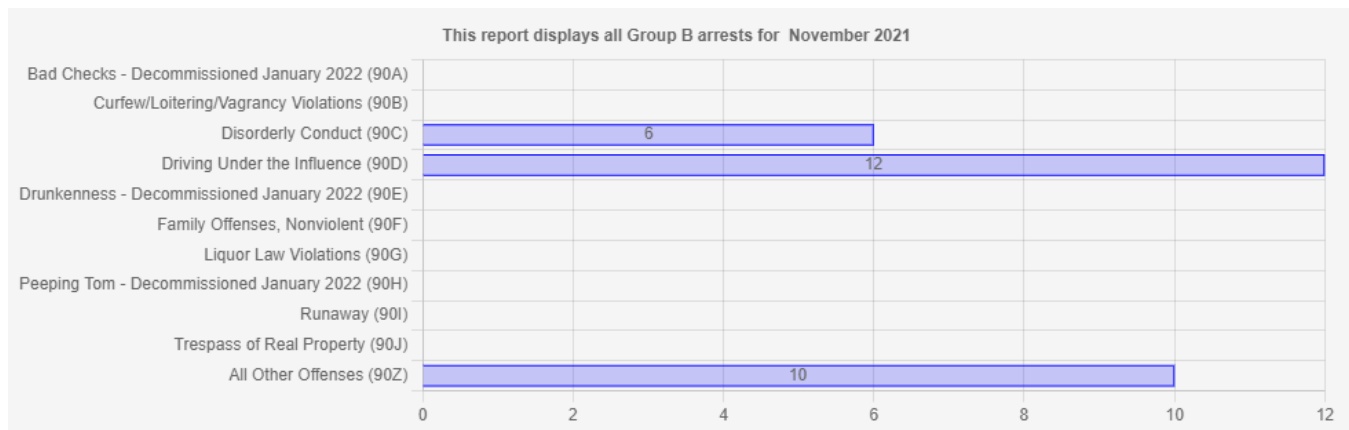


GROUP B ARREST DATA

November 2022



November 2021



CITATIONS, PARKING TICKETS, & WRITTEN WARNINGS

November	2022	2021
Citations (Inc. Parking Tickets & Written Warnings)	119	163

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

1	Dismissed
19	Paid in Full
0	Partial Payments Received
9	No Payment Received

Revenue Recapture Receipts:

2021 Total:	\$ 8,528.62
2022 To Date:	\$ 5,638.23

CONDUCT ON PREMISES ACTIVITY REPORT

ICR	Date Reported	Title	Address	Summary
22014804	11/07/22	Conduct on Premises	420 S 7 th St	Conduct on Premises
22015372	11/20/22	Conduct on Premises	409 N 4 th St	Conduct on Premises
22015575	11/25/22	Conduct on Premises	515 2 nd Ave NE	Conduct on Premises
22015837	11/30/22	Conduct on Premises	710 Laurel St	Conduct on Premises

BODY WORN CAMERA DATA REPORT

Month	Number of Videos	Hours of Video	GB of Videos	Average MB per Video	Average Time Length of Videos	Average Number of Videos Per Day
November	1586	350	612	395	13.25 Minutes	53





Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

RESOLUTION NO: _____

**RESOLUTION APPROVING STATE OF MINNESOTA MEMORANDUM OF
UNDERSTANDING ON BEHALF OF MNSCU AND CENTRAL LAKES COLLEGE
WITH THE CITY OF BRAINERD ON BEHALF OF ITS POLICE DEPARTMENT**

WHEREAS, the City of Brainerd on behalf of its Police Department desires to enter into Memorandum of Understanding with the State of Minnesota by and through its Board of Trustees of the Minnesota State College and Universities (MNSCU) on behalf of Central Lakes College to be able to be in compliance with Minn. Stat. § 135A.15, 2015 Minn. Laws, Ch. 69, Art. 4, Sec. 2, as they relate to Sexual Harassment and Violence Policy, and Campus Sexual Assaults.

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

1. That the State of Minnesota Memorandum of Understanding by and between the State of Minnesota acting through MNSCU on behalf of Central Lakes College and the City of Brainerd on behalf of its Police Department, is hereby approved. A copy of the Memorandum of Understanding is attached to this Resolution and made a part of it.
2. That the City Administrator, Jennifer Bergman, and the Mayor, David Badeaux, or their successors, are designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's adherence to Minn. Stat. § 135A.15, 2015 Minn. Laws, Ch. 69, Art. 4, Sec. 2.
3. That Jennifer Bergman, the City Administrator for the City of Brainerd, and David Badeaux, the Mayor for the City of Brainerd, are authorized to sign the State of Minnesota Joint Powers Agreement.

Adopted this _____ day of _____, 2022.

KELLY BEVANS
President of the Council

Approved _____ day of _____, 2022.

DAVID BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is made and entered into effective January 1, 2023 by and between the State of Minnesota by and through its Board of Trustees of the Minnesota State Colleges and Universities on behalf of Central Lakes College and The City of Brainerd. The City and the College may, from time to time herein, be collectively referred to as “the Parties.”

WHEREAS, the City and the College have a long history of cooperation regarding their shared mutual interests in a strong, safe, and vibrant community;

WHEREAS, the City has a department, the Brainerd Police Department (PD), that is the principal law enforcement agency in the City of Brainerd, Minnesota, that exercises such authority and jurisdiction granted by the laws of the State of Minnesota; and

WHEREAS, the Minnesota Legislature enacted legislation, Minn. Stat. § 135A.15, 2015 Minn. Laws, Ch. 69, Art. 4, Sec. 2, addressing campus sexual assault that, among other things, requires postsecondary institutions and local law enforcement agencies to enter into a memorandum of understanding that delineates responsibilities and requires certain information sharing, in accordance with applicable state and federal privacy laws, about certain crimes.

WHEREAS, Minnesota law also requires that local law enforcement agencies cooperate with postsecondary institutions by entering into and honoring the memoranda of understanding required by the new legislation, Minn. Stat. §626.891, 2015 Minn. Laws, Ch. 69, Art. 4, Sec. 3.

WHEREAS, the College has an administrator that serves as the Title IX Coordinator and is responsible for investigating complaints of discrimination and sexual harassment, which includes sexual assault, domestic violence, dating violence and stalking;

WHEREAS, the City and the College agree that crime occurring on campus and in certain areas off campus is a serious problem that warrants the parties’ continued cooperation, collaboration, and communication, to the extent allowable under law, and further agree to assist crime victims and ensure appropriate prosecution of responsible persons when a crime affecting a College student or employee occurs in the City;

WHEREAS, in recognition of the College’s obligations under federal law and acknowledgment that the City may, but is not legally required to, provide information to the College, the purpose of this MOU is to acknowledge shared interests between the City and the College and to promote and maintain a continued, harmonious working relationship and cooperative effort between the parties. It is not intended to make one entity responsible or liable for the actions or omissions of any personnel from the other entity, and any such liability or responsibility is expressly denied by the parties; and

WHEREAS, the parties desire to further clarify how the parties may cooperate in the future in certain circumstances as more fully described herein.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. **Sexual Assault and other forms of Sexual Violence.** As set forth herein, the parties agree to confer and cooperate, to the extent permitted by law, regarding incidents of sexual violence involving a College student-victim or student-suspect. For purposes of this MOU sexual violence means a continuum of conduct that includes sexual assault, sexual battery, dating and relationship violence, stalking, as well as aiding acts of sexual violence. Nothing in this MOU shall be construed as requiring PD to share information with the College if PD reasonably believes that doing so would jeopardize its criminal investigation.
 - a. The College and PD will communicate regularly during their respective investigations, to the extent permitted by law. The parties recognize the need to balance the interests of the criminal process and the College's obligations under state and federal law.
 - b. If necessary to prevent interference with its criminal investigation, PD will provide the College a report of sexual violence involving a College student-victim. PD will provide College with the victim's name and basic information about the incident upon the written consent of the victim(s). In some cases, the College may need to take immediate interim action to protect the victim(s) and keep the campus safe. However, upon PD's request, College will delay taking action to the extent reasonably possible to prevent interference with the criminal investigation. Upon such notice by PD, the College will limit information regarding the incident to only those administrative units with a need to know to protect the campus community. In such cases, PD will notify College when it has completed its initial investigation and notification to the parties by College will not interfere with the criminal investigation.
 - c. When College receives a report of sexual violence, it will inform the victim of its coordination with PD and will make the victim aware of the victim's right to make a criminal report, if the victim desires. If the victim requests, the College will coordinate and assist the victim in contacting PD.
 - d. The College will provide PD with copies of policies and procedures of the administrative complaint process, protective measures, campus resources, and information provided to victims regarding preservation of evidence. PD agrees that its investigators will strive to provide this information to student-victims interviewed in cases involving sexual violence.
 - e. Upon request, the parties will provide one another with information and records to the extent allowed or required by law and in accordance with applicable policy.
2. **Domestic Violence and Stalking.** The College agrees to provide PD information (e.g., office name and contact information) about campus resources for victims of domestic

violence and/or stalking. PD agrees that its investigators will strive to provide this information to student-victims as appropriate.

3. **Collection of Crime Statistics.** The College is required by federal law to collect and publish statistics for reports of certain crimes, including crimes that occur on and around campus. As part of that obligation, the College must request crime statistics from PD annually. PD agrees to cooperate with the College and undertake reasonable efforts to respond to the College's request for crime statistics.
4. **Emergency Notification and Crime Alerts.**
 - a. The parties acknowledge that the College is required by federal law to have an emergency notification process to alert the campus community about significant emergencies or dangerous situations that pose an immediate threat to the health or safety of students or employees occurring on campus. The College is also required by federal law to issue timely warnings to alert the campus community about crimes that pose a serious or continuing threat to safety when a crime is ongoing or may be repeated.
 - b. If PD is aware of a significant emergency, dangerous situation, or ongoing crime that poses an immediate threat to the health and safety of the College's students, faculty or staff, PD may notify the College so that the College can determine whether an emergency notification or timely warning should be issued by the College.
5. **Training.** The parties agree to collaborate to provide education and training opportunities of interest to the parties. Specific education and training opportunities will be separately agreed to by the parties, and may include the following.
 - a. The parties agree to share information about education and training opportunities that may be of interest to the other party and to share information from training sessions of mutual interest.
 - b. The College agrees to provide training to PD personnel regarding the College's obligations under federal law, including Title IX, to respond to incidents of sexual violence involving members of the College community. This training may include information about College policies and procedures, the differences between the College's administrative process and the criminal process, College resources, and other information that would be of value to PD.
 - c. PD agrees to provide training to College employees, including those with responsibility for investigating and responding to matters of sexual violence and those providing support services to parties involved in matters of sexual violence on agreed upon topics such as preservation of evidence.

- d. Upon mutual agreement by the representatives of the parties who are coordinating an education or training program, the parties may extend invitations to community partners to participate in the program.
6. **Periodic Meetings.** The parties agree to meet annually or as agreed to by the parties, to discuss matters relating to this MOU, including:
 - a. Critically evaluate and discuss the effectiveness of the cooperation of the parties pursuant to this MOU and identify areas for improvement;
 - b. Review and confirm the accuracy of the information contained on materials (such as the information sheet and victim resource card) handed out pursuant to this MOU; and
 - c. Discuss any other matters of importance to the parties.
7. **Term.** This MOU is effective on January 1, 2023 or upon the date the final required signature is obtained by College, whichever occurs later, and shall remain in effect until December 31, 2025. The parties shall endeavor to examine this MOU as the end date approaches to ensure compatibility and effectiveness with any changes in laws, policies, or circumstances.
8. **Termination.** Either party to the MOU may terminate it upon 30 days' prior written notice without necessity of demonstrating cause; provided, however, that either party may terminate this MOU immediately upon written notice to the other party in the event that such action is necessary for significant health or safety issues or to comply with applicable law.
9. **Modification.** This MOU may be modified only in a writing signed by both parties.
10. **Severability.** If any provision of this MOU is held by a court of competent jurisdiction to be illegal or unenforceable, the remaining provisions of this MOU shall not be affected and shall be read as if the MOU did not contain the particular provision held to be invalid, unless to do so would contravene the present valid and legal intent of the parties.
11. **Assignment.** Neither party may assign nor transfer any rights or obligations under this MOU without the prior written consent of the other party.
12. **Liability.** Each party is responsible for its own acts and behavior and the results thereof. The College's liability is governed by the Minnesota Tort Claims Act, Minn. Stat. §3.736, and other applicable law. The City's liability is governed by Minn. Stat. ch. 466 and other applicable law.
13. **No Third Party Beneficiary.** This MOU is not intended to benefit any third party, nor shall any person who is not now or in the future a party hereto be entitled to enforce any of the rights or obligations of a party under this MOU.

14. **Government Data Practices Act.** The Parties must comply with the Minnesota Government Data Practice Act, Minnesota Statutes Chapter 13, as it applies to this MOU.

15. **Applicable Law.** This MOU shall be governed and interpreted in accordance with the laws of the State of Minnesota.

IN WITNESS WHEREOF, the undersigned hereto have executed this Memorandum of Understanding this ____ day of _____, 2023.

CITY OF BRAINERD

CENTRAL LAKES COLLEGE

David Badeaux, Mayor

Hara Charlier, President

Jennifer Bergman, City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

Summary of Online Survey

Overview

The project team conducted a survey for the Brainerd Lakes community – those who drive, ride, walk or do business along Highway 210/Washington Street in Brainerd. The survey asked participants a series of standard questions about their use and perspectives related to Highway 210/Washington Street. In addition, respondents had the opportunity to share concerns and needs through an online comment map. The results of the survey are summarized in this document.

The survey was distributed to the Brainerd Lakes community via press release, social media, project website, emails to key organizations and word of mouth.

Average time
to complete



Survey Available

Nov. 12

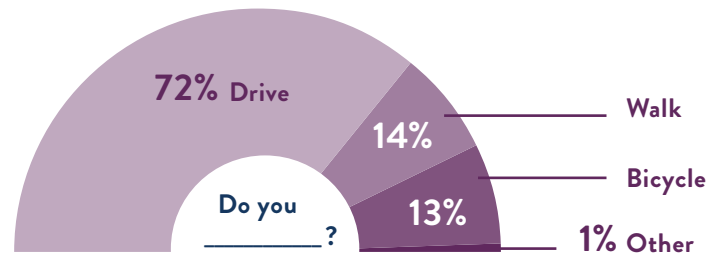
Dec. 12

Survey Themes + Insights

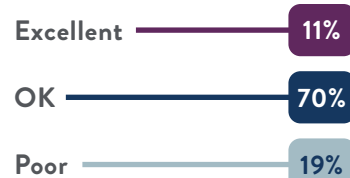
The findings from the survey are summarized by theme in the following sections:

Experience and opportunities

- Most people use Hwy 210/Washington St. for non-work-related travel, commuting to work.
- Most drive and a small percentage walk or bicycle.
- Most feel the stretch of roadway works OK but could use improvement, while very few believe it is excellent and does not need change.
- Most believe the stretch works poorly for walking and bicycling, many others believe it to be OK but could use some improvement.
- Common themes with additional comments focused on intersections (too many stop lights, needing more turn lanes, and better timing of stop lights) followed by pedestrian/bicycle friendly wishes (adding additional room for bike lanes).



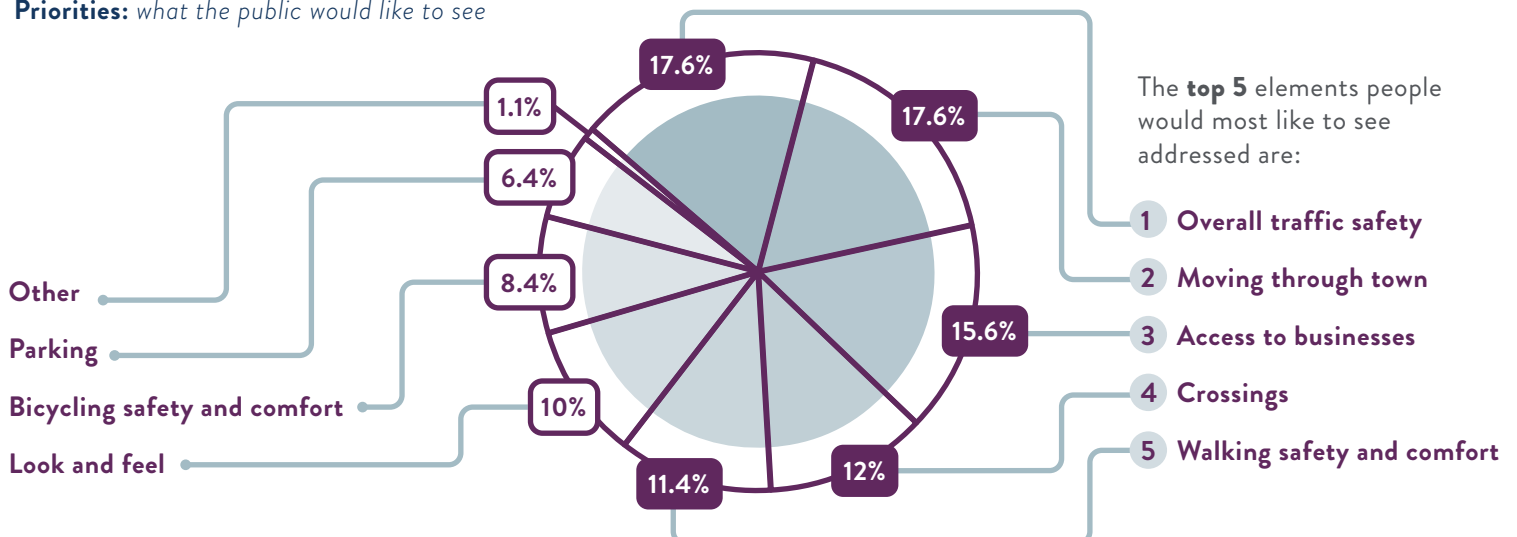
How well does this stretch of roadway work for driving?



How well does this stretch of roadway (and sidewalk) work for walking and bicycling?



Priorities: what the public would like to see



Survey Respondents

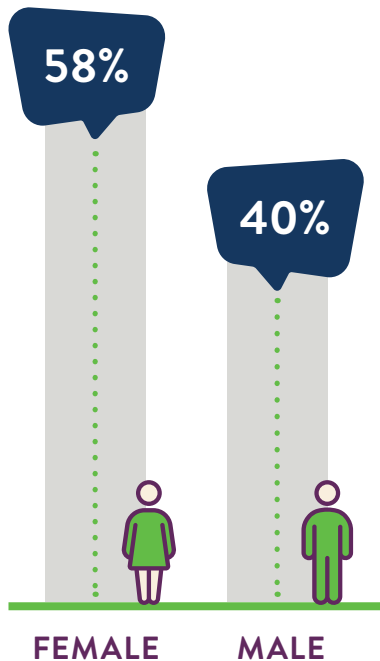
Demographics

**1,010
individuals**

responded to the optional demographic questions asked at the end of the survey.

GENDER

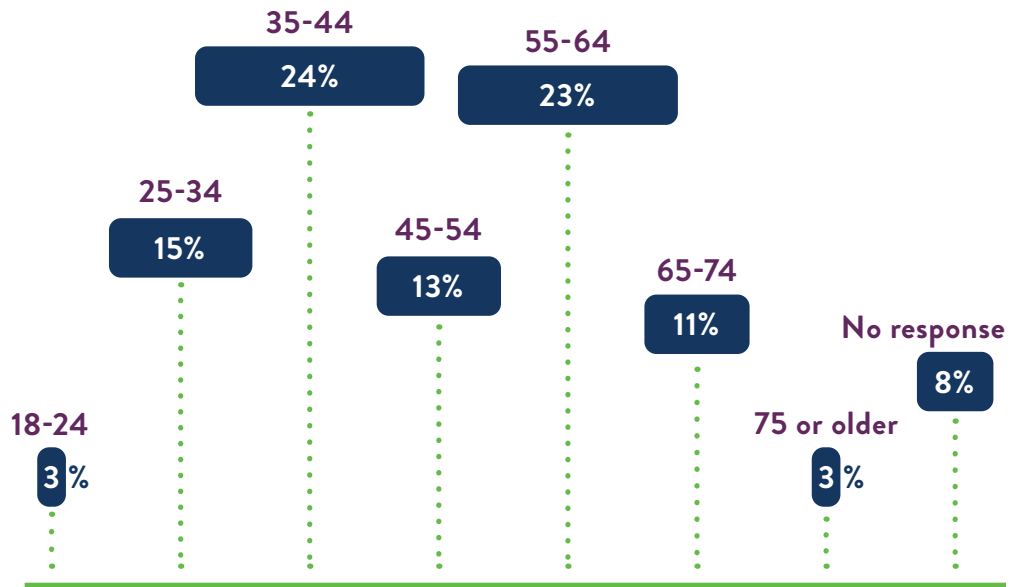
There were more respondents that identify as female than male.



2%

A small portion chose not to identify or identified as other.

AGE GROUP



RACE/ETHNICITY

Most individuals identified as White.



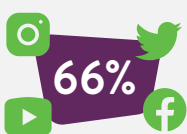
The second largest response was either no response, "rather not say," or other.



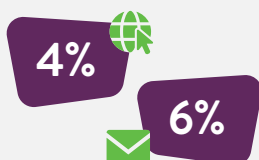
The fewest responses included those that identified (in order of most to least) as:

Native American 0.9% Black 0.6% Hispanic 0.5%

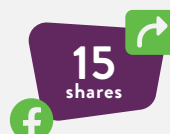
Channels successful in connecting with the community



Most respondents heard about the survey through MnDOT social media.



The two lowest-ranking communications channels were MnDOT Website and MnDOT email.



When asked if they would share the survey with others, those that did shared it through Facebook rather than Twitter.

Platform usage:



Respondents were split nearly evenly between web and mobile usage. Slightly more took the survey using their mobile device.

Engagement Summary

Introduction

MnDOT hosted the second round of engagement from August 13 through September 13, 2021 as an opportunity for the Brainerd Lakes community to learn more about the project and see and provide feedback on potential solutions for each segment. We asked for your participation via an online engagement and comment map, detailed information packets, Chamber of Commerce meetings (both in-person and virtual), social media, and email and phone calls with project team members. The input received during the engagement process is summarized in this document.

How we asked for your participation

We asked for community participation in a variety of ways:

- 1 An **online engagement platform** was available as an opportunity for viewers to explore the map at their own pace and convenience and provide comments.



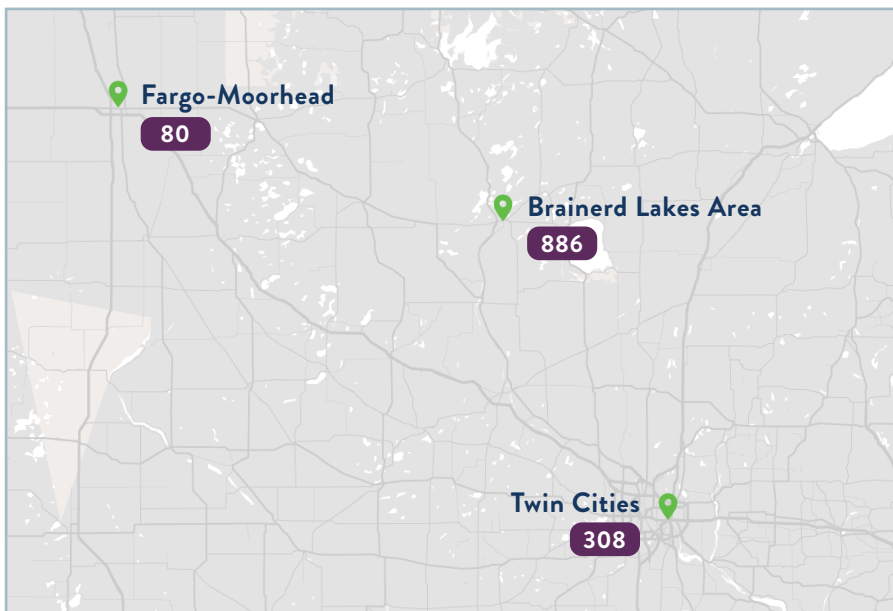
Views:

1,817

How they accessed site:



Top Locations:



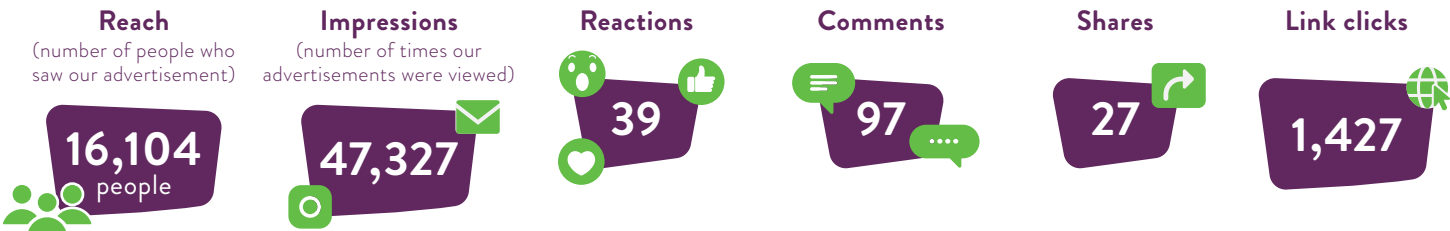
- 2 **Detailed information packets** were available for pick up at the Brainerd City Hall. They were also available via the mail, if requested. Packets included similar information as the online engagement for those who do not have online access. A total of 50 packets were picked up by community members at City Hall and a total of eight packets were mailed via MnDOT. There was one comment form returned to the project team.

- 3 The project team attended and presented at **two Chamber of Commerce meetings** to discuss area businesses concerns, questions, and comments. The meeting was hosted in-person and was also available via Zoom for those who could not attend in-person. A total of 20 business representatives attended the first meeting and 23 attended the second meeting.

- 4 **Email and phone calls** to project team. Nine total emails were received.

How we got the word out

Targeted social media advertisements



Promotional sticker decals were provided at key locations



- » Front steps of Brainerd City Hall
- » Sidewalk out front of the Historic Crow Wing County Courthouse
- » Southeast corner sidewalk at S 7th Street and Laurel Street
- » Northeast corner of NW 4th Street and Washington Street
- » Westbound sidewalk of the Washington Street bridge across from Dairy Queen
- » Northwest corner of N 4th Street and Washington Street
- » Southeast corner of S 6th Street and Washington Street
- » Southeast corner of S 8th Street and Washington Street
- » Southeast corner of SE 13th Street and Washington Street
- » Northwest corner of Mill Avenue and Washington Street

Additional Promotional Efforts



- » Stakeholder emails
- » Chamber emails
- » GovDelivery email



Door to Door business canvassing along Washington St.

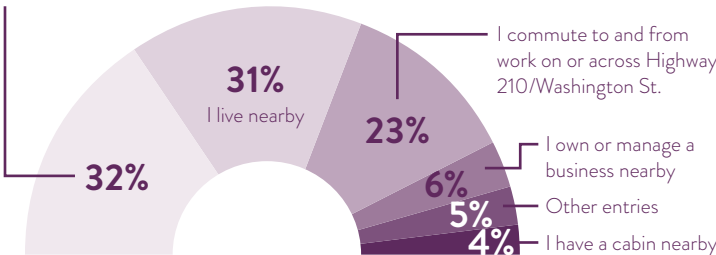


Utility bill insert

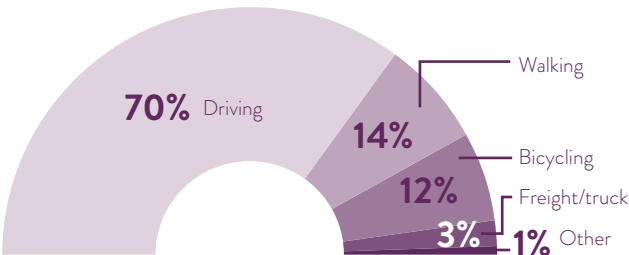
Who participated

Why do you use this corridor?

I use Highway 210/Washington St. and nearby streets for non-work-related travel

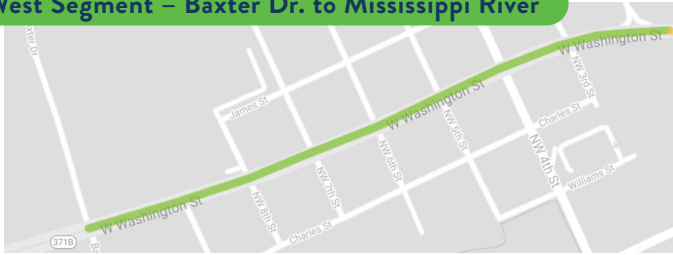


How do you use this corridor?



What we heard

West Segment – Baxter Dr. to Mississippi River



NUMBER OF COMMENTS RECEIVED

21

MOST COMMON THEMES

- Turn lanes
- Business access
- Safety
- Sidewalks

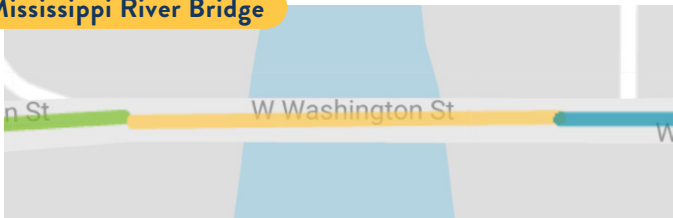
KEY TAKEAWAYS/CONSIDERATIONS FROM COMMENTS

Overall, respondents are strongly in favor of widening sidewalks that they believe will enhance pedestrian safety and improve non-vehicle accessibility/mobility. However, respondents were also concerned that eliminating left turn lanes from Highway 210 would adversely impact local businesses.

OPEN-ENDED COMMENT EXAMPLES

- “I like the 8’ sidewalks, as long as bikes will be allowed. Now that we have a few more roundabouts in our city, I’m a huge fan. I would like to see them at the bigger intersections to keep traffic moving, and especially during non-peak times when there are times motorists get stopped for a red light with no traffic to be seen.”
- “Eliminating left turns from 210 onto side streets would significantly effect access to businesses. The stoplight causes backups and congestion, not the left turn lanes at 3rd and 5th Streets.”

Mississippi River Bridge



NUMBER OF COMMENTS RECEIVED

22

MOST COMMON THEMES

- Sidewalks
- Segment design
- Medians
- Turn lanes/access

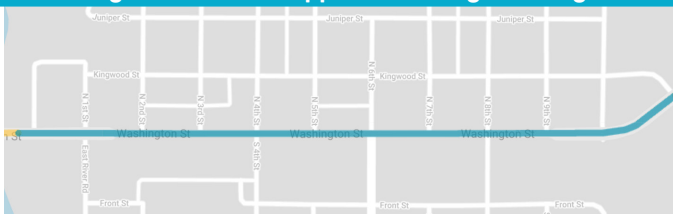
KEY TAKEAWAYS/CONSIDERATIONS FROM COMMENTS

Overall, respondents reacted positively to the proposed plan, specifically many pointed to the improvements that a wider sidewalk would make for pedestrians; however, respondents also commented that lack of sidewalk upkeep/maintenance in winter creates safety hazards.

OPEN-ENDED COMMENT EXAMPLES

- “Love the wider sidewalks. Could there still be a barrier between the vehicles and the bicyclists/pedestrians? When I ride there, I’m worried that a motorist won’t be paying attention and end up on the sidewalk.”
- “I think this is a well thought of design upgrade to the bridge. As a bicyclist and pedestrian, I’m looking forward to these changes.”
- “Lack of timely follow up sidewalk clearing after storms makes this area absolutely treacherous. Understand that this is an important issue for those people who do not drive and rely on crossing the Washington St bridge to conduct their business or get to work just like those people in the cars. The frozen evidence is very clear in the boot prints and bicycle tracks like fossils. MNDOT needs to make this a priority responsibility under current and future conditions.”

Central Segment – Mississippi River Bridge to Kingwood St.



NUMBER OF COMMENTS RECEIVED

34

MOST COMMON THEMES

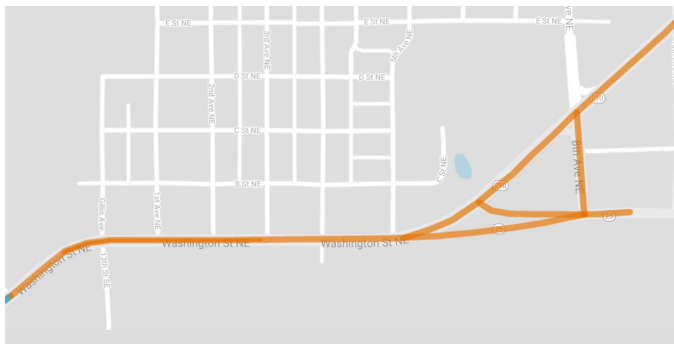
- Sidewalks and pedestrian/bicyclist safety
- Parking
- Turn lanes

KEY TAKEAWAYS/CONSIDERATIONS FROM COMMENTS

While several respondents felt that the proposed solutions would enhance pedestrian safety, there were also several concerns that these measures could also seriously impact access to local businesses and the hospital. The responses were fairly equally divided between those in favor of increased pedestrian safety and/or non-vehicle mobility, and those who would like to protect existing or increase roadway infrastructure and vehicle access to businesses.

OPEN-ENDED COMMENT EXAMPLES

- “I like the off street parking, and use of side streets and business parking lots. This will increase the likelihood that everyone would be safer as they go about their business.”
- “Excellent! As a walker and bicyclist, I appreciate the consideration going into this project. The additional sidewalk space will definitely draw me and others into the area because we won’t have to worry about getting hit by a vehicle. Or, when riding my bike, I don’t have to worry about someone opening their car door and possibly riding into them.”
- “Issues with limiting emergency vehicles to the hospital. 2nd Street: any emergency vehicle come from the east is going to have to go to 4th street if access at 2nd is closed.”



KEY TAKEAWAYS/ CONSIDERATIONS FROM COMMENTS

Of all the different segments, the East Mall Area/Railyard was the one with the most varied opinions

NUMBER OF COMMENTS RECEIVED



CONCEPT 1

KEY THEMES

- Roundabouts
- Traffic congestion
- Local traffic access/diversions
- Medians/limiting access

OPEN-ENDED COMMENT EXAMPLES

- "People here struggle with using the small roundabouts. I constantly sit behind people stopped when they could go. They don't understand the rules, especially the older generations. Concept 1 is the way to go."
- "Concept one. Too busy for roundabouts in concept 2 and 3 and would dramatically slow traffic. Several people pulling trailers in area and don't know how to use roundabout with."

- "The amount of traffic backed up at the 210/25 intersection during rush hour times and during the summer make it seem like a poor place for a roundabout. We travel through the intersection daily for work at these times. It is currently seems very quick, safe and efficient to cross 210, with short wait times. Please, no roundabouts."

CONCEPT 2

KEY THEMES

- Roundabouts
- Traffic congestion
- Turn lanes
- Parking
- Sidewalk/trails
- Medians/limiting access

OPEN-ENDED COMMENT EXAMPLES

- "Concept 3 will require the heavy weekend traffic from Hwy 25 to negotiate through 2 roundabouts when most of the north-south traffic travels north to Crosslake and back on Sundays. I prefer the better flow in Concept 2."
- "Concept 2 seems like a good option. The roundabout would keep traffic flowing while still maintaining access to businesses on 8th Ave in between 210 and 25."
- "I love proposal 2 for the roundabout at the 210 by the mall. They make traffic flow way easier."

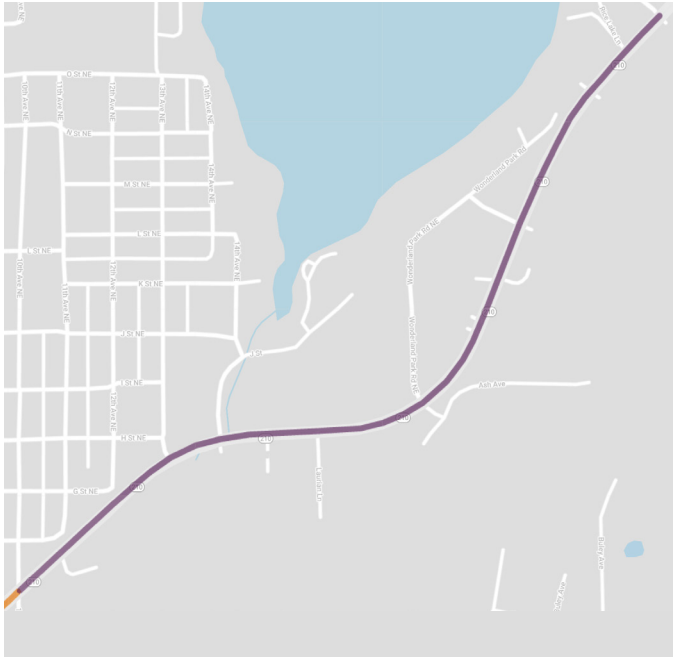
CONCEPT 3

KEY THEMES

- Traffic congestion
- Roundabouts
- Sidewalk/trails

OPEN-ENDED COMMENT EXAMPLES

- "I live on County Rd 18. So I travel the east mall/railroad area multiple times a day. Concept 3 is a great solution to the current traffic flow issues. I dread going in and out of the mall area. Concept 3 would make access in/out of Cub foods safer and less congested and eliminating the stoplight keeps the traffic flowing. Many times the traffic is backed up on 25, when traffic on 210 is light. I am hoping that there is a bike path included at some point down City Rd 18 to the Mall/railroad area, as well."
- "I think I prefer concept 3, looks like it would relieve a lot of congestion problems around those areas.."
- "I prefer concept 3. It truly pulls the Hwy 25 traffic away from the 8th Ave intersection, relieving congestion and too many exits/options off the roundabout which will make the roundabout traffic more efficient. I know the squeaky wheels sometimes talk smack about roundabouts but they are really a huge improvement and minimize traffic jams as people currently try to make left hand turns across traffic and start to take risks as the wait time increases. Turning left can sometimes be very dangerous when trying to see around campers, boats, semis, etc. Roundabouts make it easy to turn right just to get out and then switch directions by traveling all the way through the roundabout. They should continue to do roundabouts because they make sense."



MOST COMMON THEMES

- Median
- Speed of traffic
- Turn lanes
- Sidewalk/trail

NUMBER OF COMMENTS RECEIVED



KEY TAKEAWAYS/CONSIDERATIONS FROM COMMENTS

The key takeaways from this section focused on the size of the median and the speed of traffic being inappropriate or unsafe for the area. Beyond those two concerns, individuals generally agreed with the proposed concept for this corridor.

OPEN-ENDED COMMENT EXAMPLES



"PLEASE, PLEASE, PLEASE reduce the size of the median between Rice Lake Ln and Pine Shores Rd. The wider portion of the median on the SW end is unnecessary and only reduces the length of the left turn lane onto Pine Shores Rd. With the amount of eastbound traffic at certain times of day, the speed of said traffic, and the need for eastbound traffic to merge into one lane just beyond the turn, the short-left turn lane can be problematic."

Phase 3 Engagement Summary

Overview

MnDOT connected with the Brainerd area general public and business community to inform and gain feedback on the proposed design for the Hwy 210/Washington St. corridor. Outreach activities included an in-person business meeting and open house on Aug. 31, 2022 and an online self-paced engagement site that was available to the public from Aug. 22–Sept. 12, 2022.

Outreach promotions

1. Flyers at the Crow Wing County booth at the County Fair
2. Flyer inserts in the Brainerd Public Utilities bill
3. Project website updates
4. Business flyers hand-delivered by City staff
5. Social media posts and a targeted ad
6. Government Delivery email updates



Business meeting

Attendance

46



38 in-person
8 online via zoom

In-person open house

Attendance

41



Written comments

10



Top 3 open house takeaways:

1. Many were against the proposed roundabouts and concerned they would not work but some agreed they would improve traffic and safety
2. There is a desire for a trail crossing under the river bridge
3. Most agree that changes are needed at the Hwy 210/10th Ave. intersection to address speeding traffic



Online self-paced engagement site

Total visitors

1,767



Average time on site

1:57
minutes



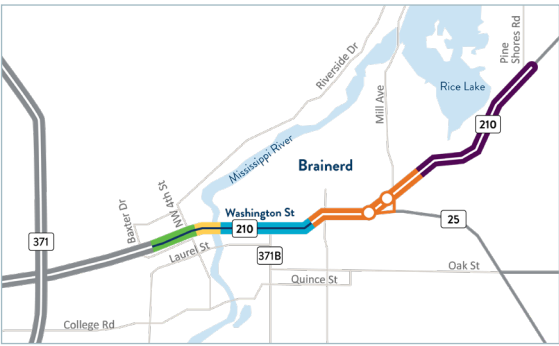
Total comments

117

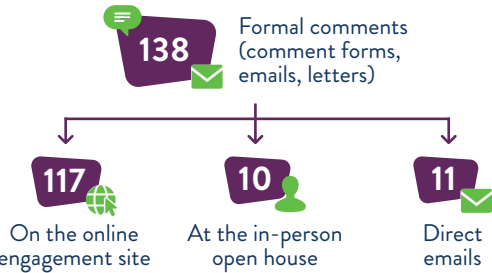


Note **only 7%** of the site's visitors provided comments. Based on previous experience it can be reasonably assumed that the majority of the **other 93%** were likely in support of the design or indifferent.

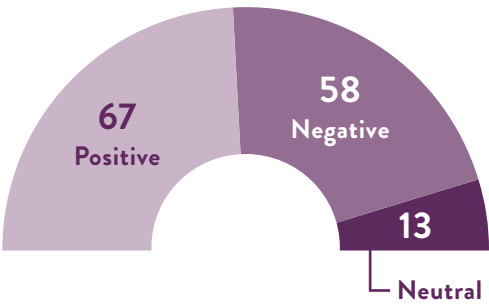
Comments by project segments:



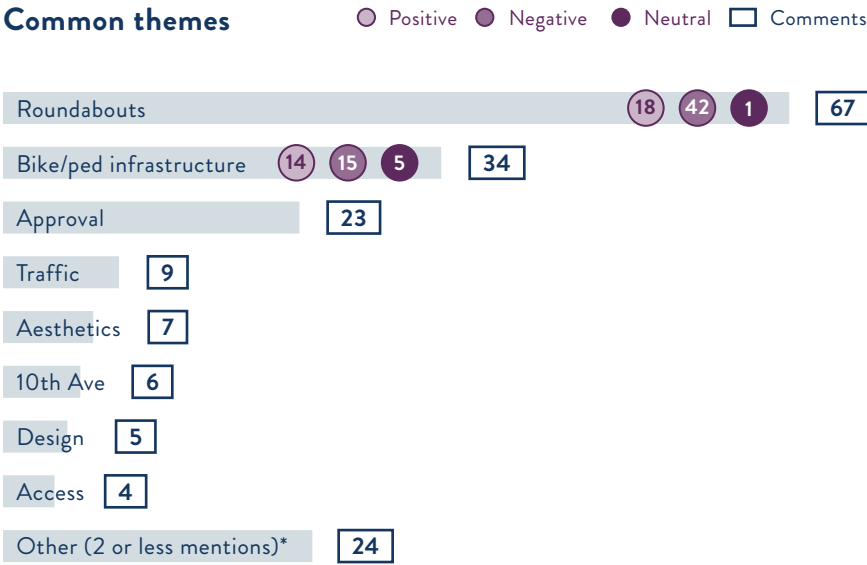
What did we hear?



Overall sentiment



Common themes



*“Other” includes business access, disapproval, general design, left turn lanes, maintenance, outside project scope, parking, ambulance routes, river bridge, green infrastructure, intersections, lighting, signage, speed, traffic signals and turn lanes

Key takeaways and comment highlights

➔ Mixed reactions about the two proposed roundabouts

“I think a roundabout at 210 and Mill Avenue is a terrible idea. The wait at the lights can be long but I think a roundabout would be awful.”

“I like the roundabouts and the “no left turn” from the shopping center to Mill. All looks safer and better manages traffic.”

“Please keep the light with 8th street going North, and no roundabouts on 210. A round about on 8th and Hwy 25 Eastbound will be nice.”

➔ Proposed pedestrian and bike infrastructure improvements are valued but many would like to see more

“Wide sidewalks are much appreciated.”

“Good improvements. Safer sidewalks are so needed along 210. Thank you.”

“11-foot lanes and 3-foot shoulders are too narrow for safe bicycle access. Need wider shoulder and marked bike lanes!”

“No back-of-curb sidewalks. Boulevards/ buffers for snow storage and keeping plows from covering sidewalks - make your winter maintenance easier through design.”

➔ Overall design approval

“Looking forward to the updates as a start to revitalize east Brainerd!”

“I like it. I drive through those intersections daily. Sometimes multiple times per day. This should help the backups.”

“Nice! I like how it looks with the trees and the roundabouts look great it looks like traffic will flow well.”

TH 210 Improvement Project

MnDOT Response to the City's Layout Refinement Priorities

Several layout refinement requests were detailed by the City PMT members at the November 4th meeting with MnDOT and consultant staff. The requests are listed below along with MnDOT's action for each request.

Requested Layout Refinement	Incorporated (yes/no)	Notes
Add eastbound choker/bump-out at Baxter Drive <i>See Location #1 on attached graphic</i>	Yes	- See layout - Added more reconstruction to mill and overlay segment. - Will be a maintenance issue with snow removal.
Add bump-outs at NW 7 th Street <i>See Location #2 on attached graphic</i>	Yes	- See layout - Adds more reconstruction to mill and overlay segment. - Will be a maintenance issue with snow removal.
Add eastbound left turn lane at N. 5 th Street <i>See Location #3 on attached graphic</i>	Yes	- See layout - Since a left turn lane is not achievable at N. 6th Street this is acceptable. Introduces risk for possible rear end crashes given short turn lane.
Add eastbound left turn lane at Kingwood Street <i>See Location #4 on attached graphic</i>	Yes	- See layout - Introduces some conflict with left turning traffic from eastbound Kingwood Street
Add eastbound left turn lane at N. 3 rd Street	No	- Low traffic demand - Not identified as a priority by the hospital
Add eastbound left turn lane at NW 5 th Street	No	- Would require shortening NW 4th Street left turn lane and long through queues at NW 4th Street will consistently prevent left turning traffic at NW 4th from accessing the shorter turn lane - NW 4th Street needs to be maintained as the priority - Relatively low traffic demands are easily accommodated by proposed access and local street system

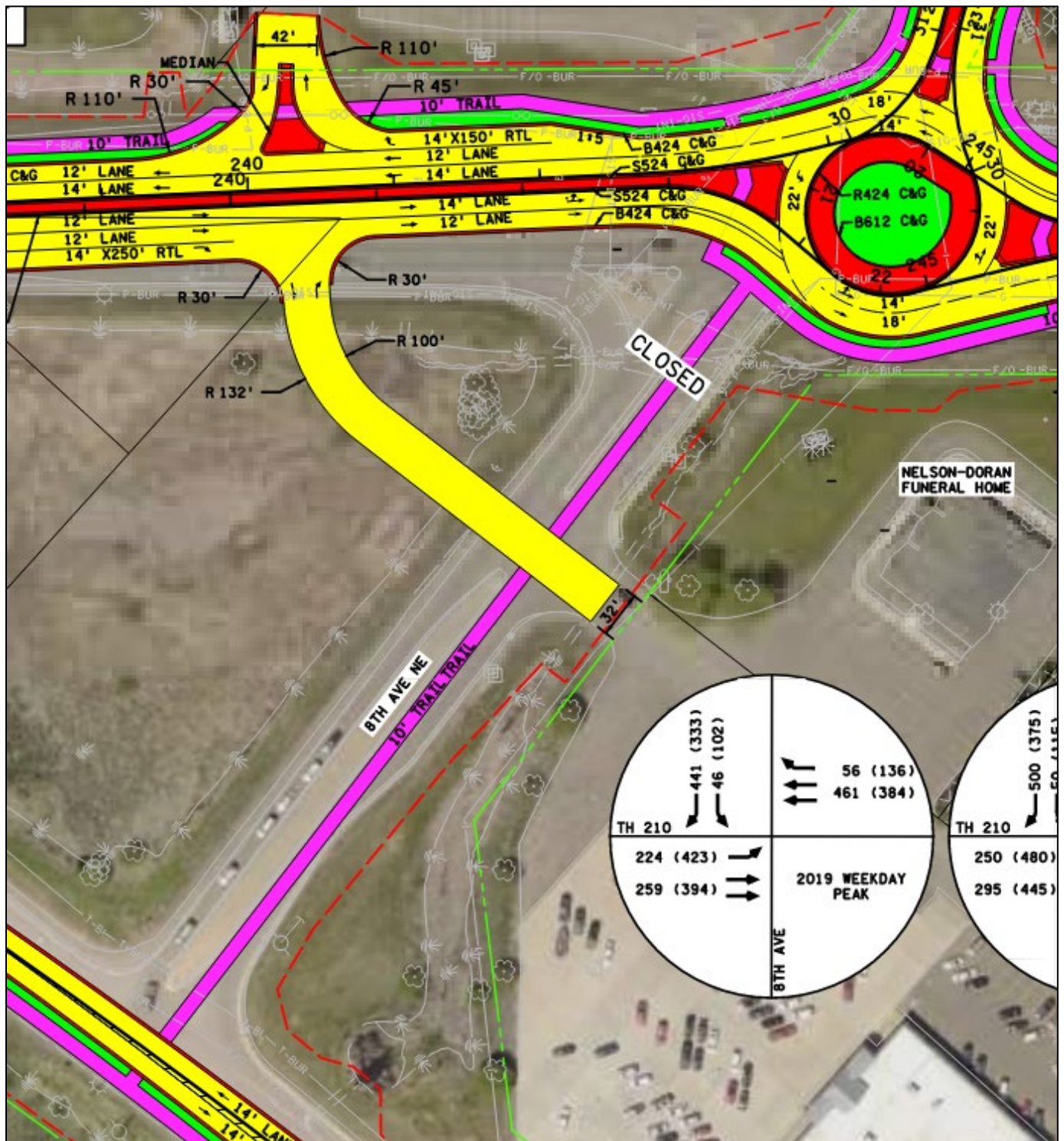
Add westbound left turn lane at NW 3 rd Street	No	- Site of fatal crash associated with vehicle maneuvering through the westbound queue of vehicles - Would require shortening NW 4th Street left turn lane and long through queues at NW 4th Street will consistently prevent left turning traffic at NW 4th from accessing the shorter turn lane - NW 4th Street needs to be maintained as the priority - Relatively low traffic demands are easily accommodated by proposed access and local street system
Incorporate 10 th Avenue NE Alternative 2 into the layout <i>See Location #5 on attached graphic</i>	Yes	- See layout
Bump-out/narrowing somewhere east of 8 th Avenue NE <i>See Location #5 on attached graphic</i>	Yes	- Layout revised to incorporate bump-outs at 10th Avenue NE - Reconstruction originally went to 8th Avenue NE but was extended to 10th Avenue NE to incorporate access and safety issues. Alternative 2 at 10th Avenue NE provided a good opportunity to create a narrower section to assist with speed control and pedestrian crossings. - Will be a maintenance issue with snow removal.
Add right-in/right-out access to eastbound TH 210 between the two roundabouts <i>See Location #6 on attached graphic</i>	Yes	- See layout - Some risk associated with proximity to the 8th Avenue NE roundabout

Previous Layout Refinements

Incorporated Prior to the November 4th City PMT Meeting

Requested Layout Refinement	Incorporated (yes/no)	Notes
Remove proposed median closure at NW 7 th Street to allow eastbound and westbound left turn lanes	Yes	- See layout - Median closure removed - More access to businesses at this area - Less access control which creates more conflict points and potential for crashes
Provide additional access to businesses/residents between 4 th NW and Bridge crossing to compensate for removal of eastbound left turn lane at NW 3 rd Street	Yes	- See layout - Added eastbound left turn lane at NW 2nd Street
Remove proposed eastbound right turn lanes at 4 th Street and 8 th Street	Yes	- See layout - Creates shorter pedestrian crossing movement - Increases risk of rear end crashes - Reduces impacts to adjoining businesses
Improve resident's ability to access eastbound TH 210 between Gillis Avenue and 5 th Avenue	Yes	- See layout - Added fourth leg to west roundabout - Adds more complexity/conflict points compared to original three-legged roundabout - Improves access/connectivity to NE/Mall neighborhood

LOCATION #6 - MALL AREA – Right-In, Right-Out Access to Hwy 210 for Nelson Doran Funeral Home, etc.
Removal of 8th Ave NE Stub to Hwy 25.





December 15th, 2022

Dear Brainerd City Council, City Administrator, and advisors,

To start we would like to thank you for the opportunity to present information on our operations over the last year. Within you will our planned operating budget for the year of 2023.

With the change in payment structure from the City of Brainerd on our renewed contract the amount deposited from the city as of 12/04/2022 is \$85,836.32. Our approach again this year was to take as conservative as possible steps in dealing with our financials. As we continue to ramp things back up from our reduced years in 2020 and 2021, we look forward to a year of expansion in overall scope of services.

2022 proved to be a very successful year for Brainerd Community Action in terms of expanding our ability to help make a difference in the community. Our major goal was to focus on how we can better connect the citizens of Brainerd with events and services. These efforts were realized once again in our Community Empowerment Fund grant opportunity. Through this program we were able to select various projects in the community that we could help become a reality. Those programs included everything from helping launch new area events to allowing families to connect with grief counseling and services. The Community Empowerment Fund is an opportunity that we plan to continue moving forward with funds generated by our yearly fundraisers acting as the main funding source.

As per our contract with the city we have begun the process of formulating a council of neighborhood associations. The goal of this group will be to empower the various neighborhoods within the city to focus on improving communication and the quality of life for its residents. We are proud to say that we have formally established two new associations in 2022 (East Bank and Southeast Brainerd neighborhoods) to add to the well-established existing group in North Brainerd. In 2023 we will begin hosting quarterly meetings with representatives from each of the associations to formulate strategies on their effectiveness and sustainability with a focus on expanding slowly to additional neighborhoods in the coming years.

Our goal for 2023 will be to continue to grow our organization's reach in the community and to find ways to best serve the groups that we work with on a regular basis. Our major events in the Fourth of July and Arts in the Park are slated to see expansions again this year, and we are excited to bring back aspects of the Fourth of July that have been missing over the last few years. 2023 will truly be a bright year for The City of Brainerd and its residents in terms of activities and events.

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

Sincerely,

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

Dave Badeaux
Executive Director
On behalf of the Board of Directors

	2022 Budget	2023 Budget
Total 41000 · Government Contracts	\$ 99,799.05	\$ 99,799.05
Total OPERATIONS COSTS		
Staff	\$ 60,000.00	\$ 60,000.00
Payroll Taxes	\$ 5,000.00	\$ 5,000.00
Bookkeeping		
Bookkeeping - Accounting Fees	\$ 4,200.00	\$ 4,200.00
Bookkeeping - Payroll Processing	\$ 900.00	\$ 900.00
Bookkeeping - QuickBooks Subscription	\$ 1,469.60	\$ 1,469.60
Tax Preparation	\$ 825.00	\$ 825.00
Bremer Bank Rent	\$ 2,400.00	\$ 2,400.00
Community Partner Networking (mileage, meals)	\$ 250.00	\$ 250.00
Insurance	\$ 4,000.00	\$ 4,000.00
Phone/Internet	\$ 1,250.00	\$ 1,250.00
Technology Upgrades	\$ 1,200.00	\$ 1,200.00
Website Domain / MS Office	\$ 200.00	\$ 200.00
Adobe Subscriptions / Images and Editing		
Printing Costs - Internal	\$ 750.00	\$ 750.00
Letterhead and Envelopes	\$ 350.00	\$ 350.00
Supplies - Office	\$ 500.00	\$ 500.00
Membership Dues	\$ 189.00	\$ 189.00
Advetising Marketing		
Misc		
Volunteer Contributions	\$ 28.95	\$ 28.95
Operations Total:	\$ 83,512.55	\$ 83,512.55
REMAINING:	\$ 16,286.50	\$ 16,286.50

44000 · Fourth of July Fundraising Efforts		
44010 · Service Clubs	\$ 15,000.00	\$ 15,000.00
44020 · Corporate Donations	\$ 5,000.00	\$ 15,000.00
44030 · City Donations	\$ 16,000.00	\$ 16,000.00
Fundraisers		
44040 · Individual Donations		
44050 · Parade Entry Fees	\$ 1,000.00	\$ 1,000.00
44060 · Organization/Business Donations		
44070 · Vendor's fees	\$ 3,000.00	\$ 3,000.00
44150 Arts In The Park Fundraiser	\$ 10,000.00	\$ 10,000.00
44000 · TOTAL 4th of JULY FUNDRAISING EFFORTS	\$ 50,000.00	\$ 60,000.00

64000 · 4th of July Expenses		
64010 · Parade	\$ 1,500.00	\$ 3,000.00
64011 · Community/Volunteer Expenses	\$ 1,750.00	\$ 1,750.00
64012 · Advertising	\$ 7,500.00	\$ 10,000.00
64013 · Entertainment	\$ 500.00	\$ 2,000.00
64014 · Fireworks	\$ 20,000.00	\$ 22,000.00
Insurance	\$ 2,000.00	\$ 2,000.00

64015 · Trash	\$ 2,000.00	\$ 2,000.00
Bug Spray	\$ 1,000.00	\$ 1,000.00
64016 · Stationary	\$ 200.00	\$ 200.00
64017 · Mailings	\$ 500.00	\$ 500.00
64018 · Sound		
64020 · electric expense	\$ 2,600.00	\$ 2,600.00
64021 · Parking Lots		
64022 · Supplies	\$ 3,000.00	\$ 3,000.00
64023 · Misc.	\$ 300.00	\$ 300.00
64026 · Restrooms	\$ 2,800.00	\$ 2,800.00
64027 · Website updates donations/registration		
64028 · Arts in the Park awards	\$ 1,500.00	\$ 1,500.00
Total 64000 · 4th of July Expenses	\$ 47,150.00	\$ 54,650.00
REMAINING 4th of July Balance	\$ 2,850.00	\$ 5,350.00
TOTAL REMAINING Balance	\$ 19,136.50	\$ 21,636.50

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

December 19, 2022

6:30 PM

Council Chambers

WebEx Teleconference Call-In Information Call Toll-

Free: 1-844-992-4726 Access Code: 2495 267 0539

1. Adopt Resolution Approving Transit 2020 Bus Purchase
2. Adopt Resolutions for Surface Transportation Block Grant Program (STBGP) Grant Application
3. Adopt Resolutions for Transportation Alternatives (TA) Grant Application
4. Approve Street Light Standards and Details
5. Approve Street Light Request



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

RESOLUTION
NO. _____

TRANSIT CAPITAL BUS PURCHASE

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

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

WHEREAS, the vehicle cost is allocated 10% local share and 90% State/Federal share of the "contract amount"; and

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

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

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

the Brainerd City Council hereby authorizes the purchase of one new transit bus from North Central Bus Equipment Inc. in the approximate amount of \$ 117,555.00.

Adopted this 19th day of December 2022

KELLY BEVANS
President of the Council

Approved this 19th day of December 2022

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

RESOLUTION
NO. _____

RESOLUTION AGREEING TO MAINTAIN FACILITY

WHEREAS, the Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA; and

WHEREAS, State Transportation Block Grant Program (STBGP) projects receive federal funding; and

WHEREAS, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with STBGP funds, this requirement should be applied to the project proposer; and

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

the City of Brainerd hereby agrees to assume responsibility for the maintenance of property and facilities related to the aforementioned STBGP project in accordance with agreements between the City and MnDOT.

Adopted this 19th day of December 2022

KELLY BEVANS
President of the Council

Approved this 19th day of December 2022

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

RESOLUTION
NO. _____

SPONSORING AGENCY RESOLUTION

Be it resolved that the City of Brainerd agrees to act as sponsoring agency for the project identified as the TH 210/Lum Park Pedestrian Bridge and Cuyuna Lakes State Trail Project seeking Transportation Alternatives grant funding and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules, and regulations.

Be it further resolved that Jessie Dehn, City Engineer/Public Works Director is hereby authorized to act as agent on behalf of this sponsoring agency.

Adopted this 19th day of December 2022

KELLY BEVANS
President of the Council

Approved this 19th day of December 2022

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

RESOLUTION
NO. _____

RESOLUTION AGREEING TO MAINTAIN FACILITY

WHEREAS, the Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA; and

WHEREAS, Transportation Alternatives projects receive federal funding; and

WHEREAS, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and

WHEREAS, the City of Brainerd is the sponsoring agency for the transportation alternatives project identified as the TH 210/Lum Park Pedestrian Bridge and Cuyuna Lakes State Trail Project.

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

the sponsoring agency hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project.

Adopted this 19th day of December 2022

KELLY BEVANS
President of the Council

Approved this 19th day of December 2022

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
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MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)



MEMO

TO: BRAINERD CITY COUNCIL

FROM: CITY ENGINEER/PUBLIC WORKS DIRECTOR JESSIE DEHN

DATE: DECEMBER 19, 2022

SUBJECT: STREET LIGHTING POLICY

At the November 21st Council Meeting, the question was raised on the status of new lights on street projects completed in 2022. Since that time, staff has been collecting information on what was discussed in winter 2021 through spring 2022 regarding the street light policy and standards. In February 2022, the Safety and Public Works (SPW) Committee recommended the two fixtures to be used for residential and commercial areas, which was followed by approval by the full Council. In March 2022, the Personnel and Finance (PF) Committee recommended the implementation schedule of the new street lighting standards to include replacement on commercial corridors as soon as possible and during reconstruction projects.

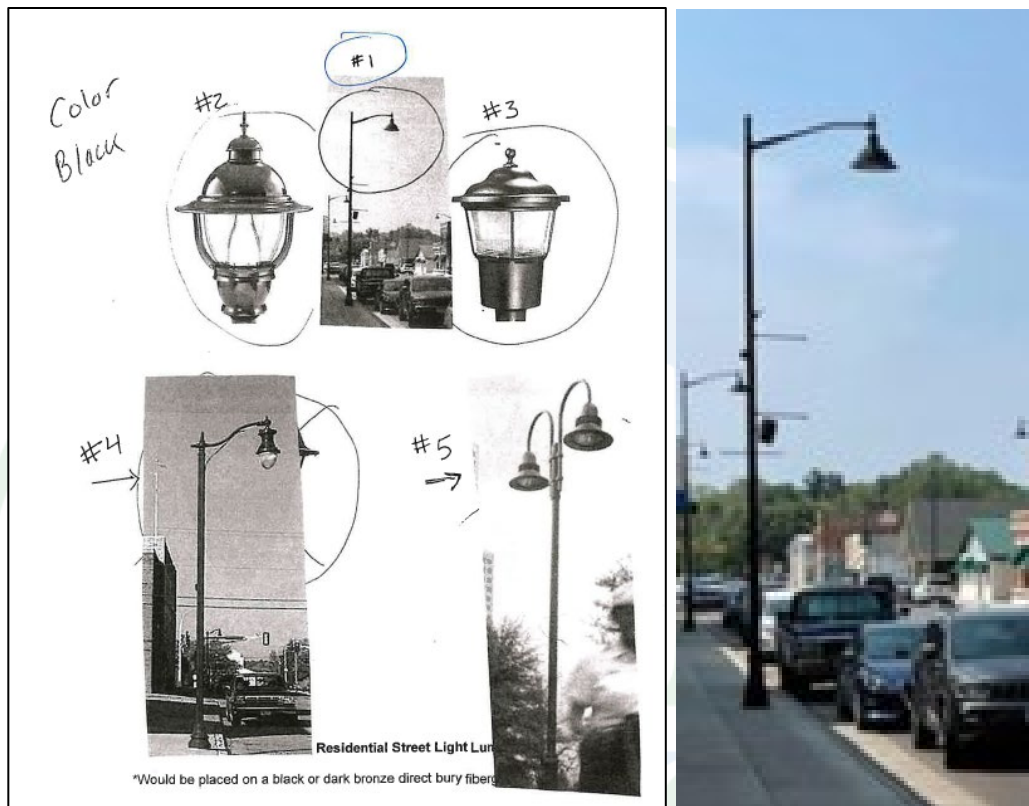
In addition, status of new lights on street projects based on those discussions. After review, the South 6th (Business 371) reconstruction project was installed with the previous standard of lighting. This was mainly due to timing, which was mentioned at the December 16, 2021 SPW Committee meeting. The poles and fixtures for this project were ordered in advance of the project in 2021, and thus predating the acceptance on street lighting standards. The other street project was the 3 blocks of Laurel Street and SE 12th Street adjacent to the new segment of the Cuyuna Lakes State Trail. There are two lights adjacent to these segments that did not get replaced with a new standard.

In further discussions with BPU staff, there are several items that need to be determined regarding details on poles and lighting prior to an order being placed for new poles and fixtures for installation. Those items for discussion are as follows as described in this memo.

LIGHT POLE STYLES

There was an exhibit shown to Councilmembers as part of the discussion of street lighting standards. That exhibit is shown below with “#1” being indicated as the preferred option for the commercial lighting poles by SPW Committee members.

Jessie Dehn, P.E.
City Engineer/Public Works Director
City of Brainerd, MN



From that exhibit, BPU staff is communicating with suppliers on determining the exact, or similar, style pole/mast arm and cost of such.

For residential lighting standards, staff is recommending moving forward with a style similar to the existing pole style, however colored in a solid black. Black would also be the proposed color of pole for the commercial standards as well. This works well in the economics of the orders as black is a “standard” color for suppliers. Other colors, such as gray, would likely cost slightly more than black as they would be considered more of a “special order”.

Pole heights is another consideration that needs to be determined before several poles can be ordered. Staff is recommending a standard pole height of 15 feet for residential poles and 25 feet for commercial poles. This is generally the standard pole height throughout the city. However, there are several exceptions and would need to be evaluated on a case-by-case basis should existing conditions warrant a deviation from the standard, such as significant grade issues or obstructions. Another consideration that may vary this standard would be fixture color temperature, intensity, or direction, which will be discussed later. Varying alterations to the fixture may require altering pole heights to maintain sufficient light levels in the street for safety considerations. Barring exceptions, the standard pole height would be where most lighting would be set to.

Other details that need to be determined is more specifically related to the commercial lighting standard and commercial corridors. What was previously discussed as commercial corridors were South 6th Street (TH 371B), Oak Street, Washington Street (TH 210), Mill Avenue (CSAH 3), and College Drive. Currently, many of these poles have the ability to hang banners from the pole. It needs to be determined if the standard should include the

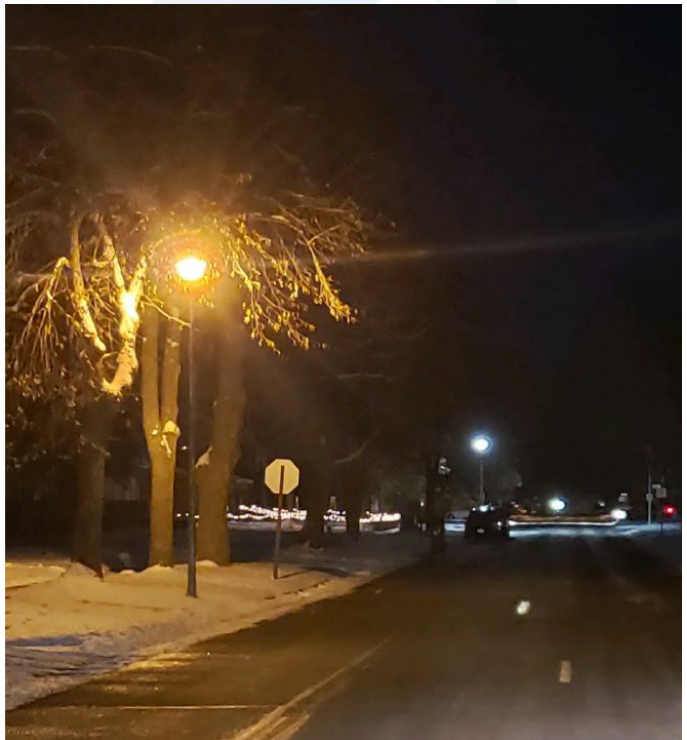
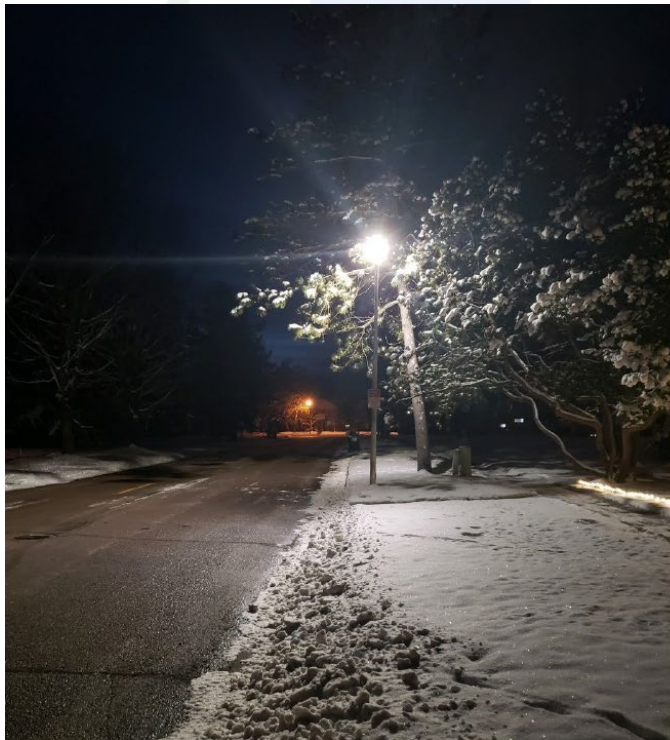
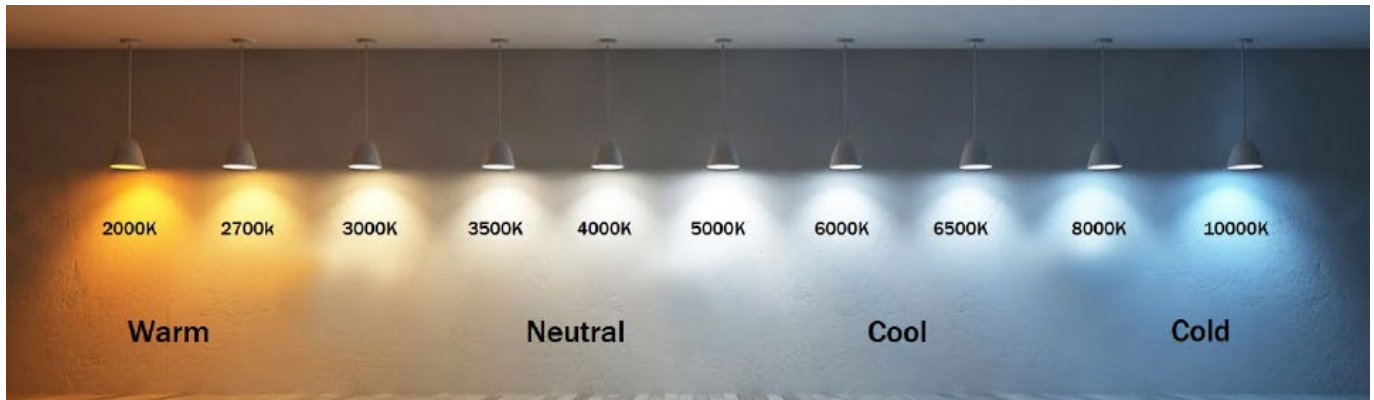
ability to hang banners from all commercial poles on commercial corridors and the downtown district. The ability to hang banners would be in concert with finalization of a draft banner policy/program that determines who can request banners, where, and other details. Similarly, many poles have outlets built in to allow for power to appurtenances such as lit wreaths during the holiday season. The standard should also include consideration for if all commercial corridor and downtown district poles include outlets.

LIGHT FIXTURE DETAILS

As mentioned earlier, it was determined in February 2022 that the standard light fixtures were recommended by the SPW Committee and approved by the City Council. Those fixtures were the Epic for commercial lights and the Breckenridge for residential lights. Both would be LED fixtures as opposed to High Pressure Sodium (HPS) or incandescent lighting.

Current technology allows for significant control of the direction of lighting that was not available with the lights that are currently used. There is the ability to order fixtures that throw light in controlled percentages, almost forming a “light wall” beyond which light is restricted. This is especially useful in residential areas where there are homes near light poles that have light directed into their windows currently. The current poles have no determination on direction, thus essentially throw light in all directions evenly (50/50). Other options include throwing 100% of the light towards the street with 0% thrown back behind the fixture (100/0). This would prevent the issue mentioned of excess light going into residences. Another option would be to have 80% of the light thrown to the street with 20% of the light thrown back (80/20). This is beneficial in areas with sidewalk to allow for a slight amount of light to illuminate the walking path or obstructions. This also allows for a slight illumination of store/business or front lawns as a slight security measure. Due to the amount of sidewalks in the city and providing some level of illumination for the walking paths, staff recommends adopting a standard of an 80/20 light throw.

Color temperature is another consideration that should be decided before fixtures are ordered. Staff was requested by the Planning Commission to explore an option to set a color temperature standard at a lower level than has been typically used in the past. Currently, the LED fixtures have a standard color temperature of 4,000 Kelvin (K). This color could be described as more of a “white” or “daylight” color. Some communities have explored and/or implemented including a maximum of 3,000K in the zoning code. 3,000K is more described as a “bright yellow” or “soft white” color. The intention of this restriction is to reduce the amount of blue light emitted, which has been discussed as having harmful effects to human health and wildlife. A couple visual examples of the color differences are shown in the following images.



Currently, staff is discussing forming a work group comprised of City and BPU staff, a Planning Commission member, a Park Board member, and potentially a City Council member, to continue to explore this option and whether to recommend to the City Council revision to the zoning code and street lighting policy to include a restriction of color temperature to no more than 3,000K. An exception would be provided for athletic field lighting during events.

As mentioned previously, the “standard” for LED street light fixtures is 4,000K. Fixtures that operate at a color temperature of 3,000K would be more considered as a “special order” as they are the atypical color. That said, staff has found that the difference in cost is roughly \$50 for each fixture to change from 4,000K to 3,000K. If Council wishes to explore the 3,000K option, staff would continue assembling the work group between the different groups to explore the color temperature standards. Ordering new fixtures would be paused until the color temperature was decided and the final street lighting standards adopted.

Jessie Dehn, P.E.
City Engineer/Public Works Director
City of Brainerd, MN

MISCELLANEOUS DISCUSSION ITEMS

One discussion item that Engineering and BPU staff raised and needs determination on is how to handle requests for intersection lighting at an intersection that has current overhead power. In the past, upon approval of new lighting, staff had installed a standard security light at the top of the existing wood power pole. This provided lighting at the intersection at a minimal cost. However, this can cause issues with control of the light throwing as discussed previously. Due to the height, the light spreads more widely and with less control. This practice is roughly \$160. The other option would be to install a new wire feed and new pole/fixture that meets the new lighting standards. This addresses the aesthetic and light throwing issues, however at a considerably higher cost. Staff would request direction on how to address these requests moving forward.

Ordering lights is something that should also be discussed. Currently, lead times for lighting is roughly 12-16 weeks. This can be affected greatly by the quantities ordered. Larger orders are typically prioritized over smaller orders. This similarly has a large effect on cost as, due to current economic factors as inflation of fuel costs, freight costs are more manageable on larger orders than on smaller orders.

Considering the economics of scale of ordering, staff is recommending an initial order of the new standard poles and fixtures as follows:

- Commercial Standard: All Commercial Corridors including Oak St., Washington St. (TH 210), Mill Ave. (CSAH 3), and College Dr., excluding S. 6th St. (TH 371B) as these poles were recently installed.
- Residential Standard: North Brainerd Reconstruction (2023) and South Brainerd Reconstruction (2024)

Following the initial order, staff is recommending ordering new poles according to the projects identified in the 5-Year Capital Improvement Plan. This would allow for a larger quantity order to be more economical based on economics of scale, while addressing the areas most likely to be reconstructed in the near future.

Finally, determination on how to deplete the existing stockpile of poles and fixtures. There are approximately 90+ commercial poles/fixtures and 30+ residential poles/fixtures. During previous discussions, it was mentioned to utilize the remaining stock on hits and knock-downs to replace damaged poles. Another consideration would be to utilize remaining stockpile for lighting requests in areas that have the previous standard for consistency of style. Staff would recommend proceeding with utilizing existing stockpiles to address damaged poles and special requests until the stockpile has been depleted.

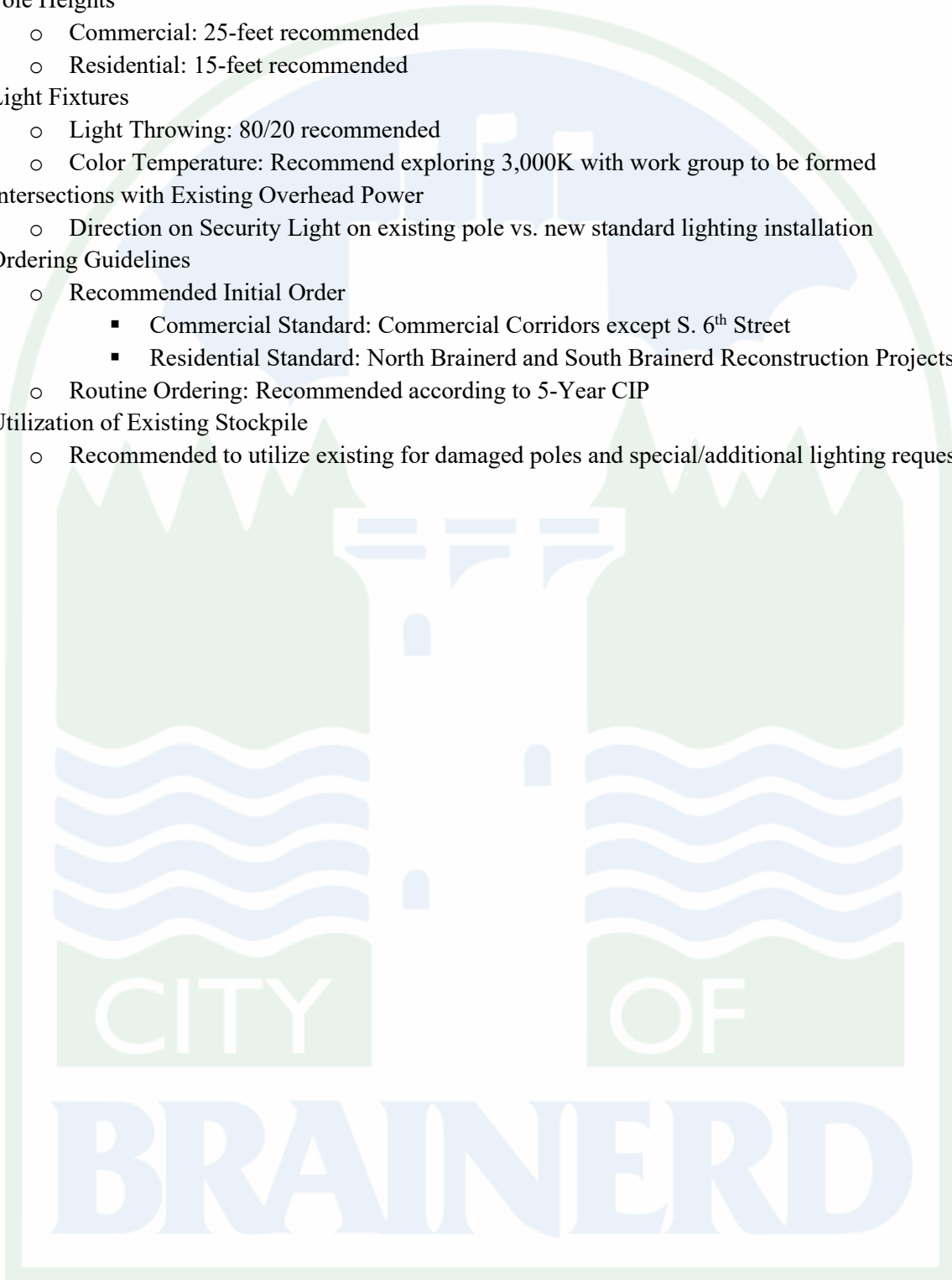
SUMMARY OF RECOMMENDATIONS

The following items and recommendations are details that staff is requesting approval by City Council to be included in a final draft of the city's Street Lighting Policy. A final draft of the city's Street Lighting Policy would be presented to the City Council at a future meeting for formal adoption. The items staff is requesting direction on are as follows:

- Pole Style
 - o Commercial Standard: _____
 - Banners: Commercial Corridors and Downtown District

Jessie Dehn, P.E.
City Engineer/Public Works Director
City of Brainerd, MN

- Outlets: Commercial Corridors and Downtown District
 - Residential Standard: _____
- Pole Heights
 - Commercial: 25-feet recommended
 - Residential: 15-feet recommended
- Light Fixtures
 - Light Throwing: 80/20 recommended
 - Color Temperature: Recommend exploring 3,000K with work group to be formed
- Intersections with Existing Overhead Power
 - Direction on Security Light on existing pole vs. new standard lighting installation
- Ordering Guidelines
 - Recommended Initial Order
 - Commercial Standard: Commercial Corridors except S. 6th Street
 - Residential Standard: North Brainerd and South Brainerd Reconstruction Projects
 - Routine Ordering: Recommended according to 5-Year CIP
- Utilization of Existing Stockpile
 - Recommended to utilize existing for damaged poles and special/additional lighting requests





Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

Brainerd Public Utilities

Request for Street Lighting Form

Date requested: Nov 21, 2022

Requested By: Charlotte Noetzel

Address: 15069 WILD AVE Brainerd MN 56421

Location of street lights: none at this time in area
INTERSECTION OF = WILKING ST

its pitch black outside at night - ALSO

Attached street light plan or sketch see Pg 2

lights seen in the woods in neighborhood
at night and empty bottles of alcohol
that had been thrown on ground -
the police have been informed of this.
" street lights would protect injury and
secure from intruders. "

City of Brainerd
Approved /Date: _____

Brainerd Public Utilities
Approved /Date: _____

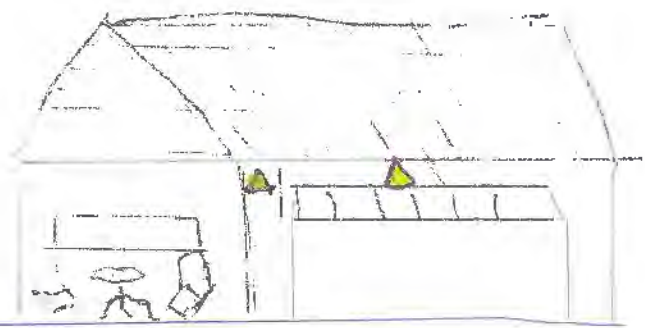
City Engineer

Superintendent

Thank you for your time
Charlotte Noetzel



Daytime



street sign

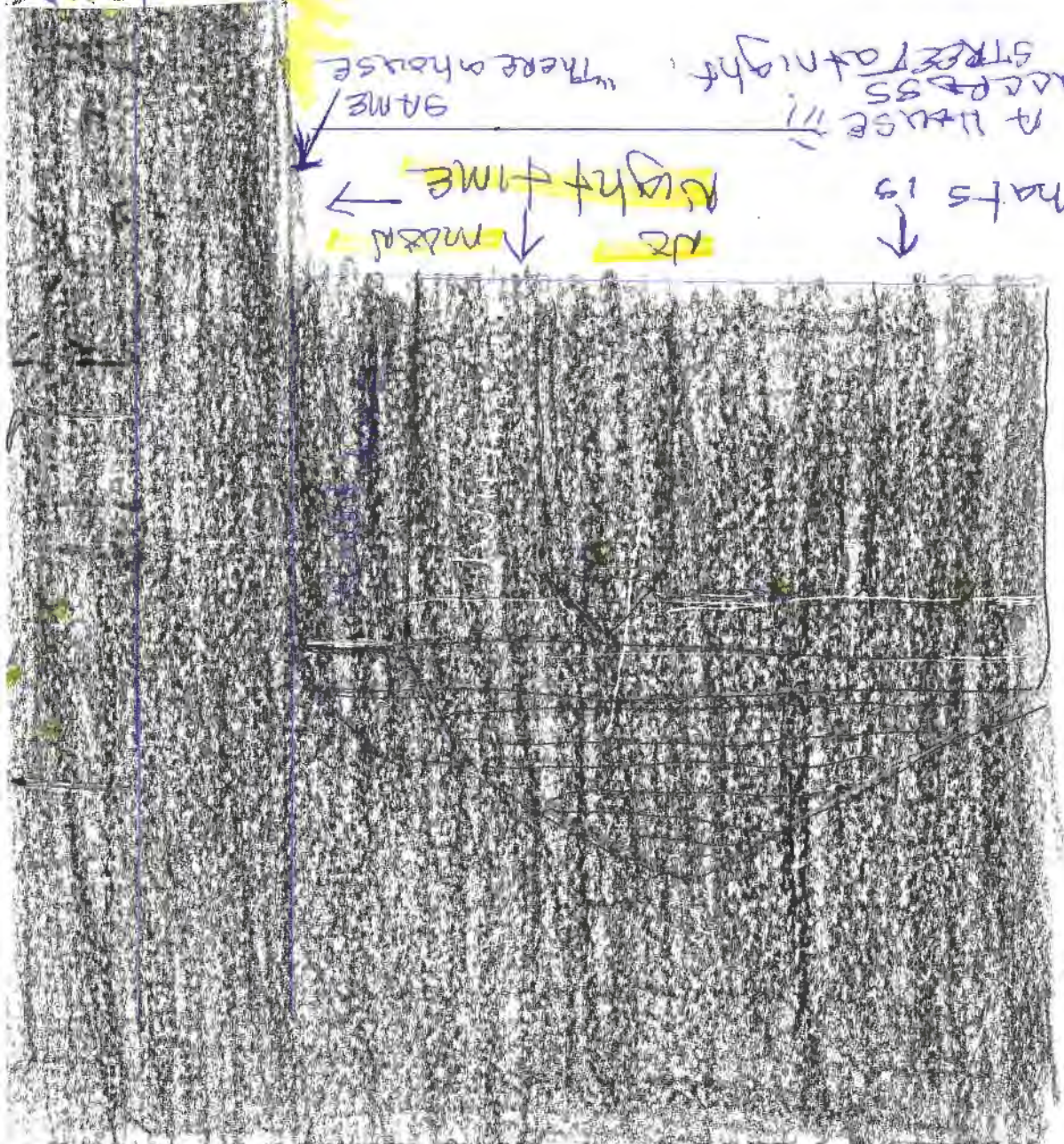
WILSON ST

WILSON ST

STREET LIGHT @ intersection
NEED

A HOUSE!!
ADDRESS
STREET at night. "There a house
GAME"

That's is
↓
at night time
↓
medal
↓



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

December 19, 2022

7:00 PM

2nd Floor Conference Room

WebEx Teleconference Call-In Information Call Toll-

Free: 1-844-992-4726 Access Code: 2499 680 6998

1. Ratify the Hiring of Community Service Officer Dominick Bailiff
2. Approve 2023 IBEW Administrative Support Union Contract Agreement
3. Approve 2023-2025 IUOE Parks Union Contract Agreement
4. Request Authorization to Advertise for a Senior Engineer Tech/ Project Manager Position
5. Consider Library Board's Request for Parking Spots in the Maple Lot
6. Discussion of Streets Vehicle Replacement



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
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SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

City of Brainerd and
International Brotherhood of Electrical Workers – Local #31 (Administrative Support) Union
Offer for Settlement - December 2, 2022

The following details the City's Offer for Settlement:

1. Article 1 – GENERAL CONDITIONS

Section 1. The EMPLOYER recognizes the right of its employees to organize and to bargain collectively through representatives of their own choosing. The parties hereto mutually agree that the employees in the classifications listed in ARTICLE IX - WAGES of this Agreement constitute a unit appropriate for the purposes of collective bargaining.

The UNION is hereby recognized as the exclusive collective bargaining representative with respect to rates of pay, hours of work and other conditions of employment for all employees of the EMPLOYER in the classifications listed as stated above. The EMPLOYER agrees to meet and deal with the duly accredited officers, committees, or representatives of the UNION on all matters covered by the terms of this Agreement. The following employees will be excluded from union membership/benefits:

Seasonal (Temporary) employees who are employed for less than 100 working days in any calendar year. ~~and have indicated, either in an application for employment or by being enrolled at an educational institution for the next academic year or term, an intention to continue as students during or after their temporary employment.~~

2. Article 3 – VACATION

Section 2. All full-time employees shall earn vacation at the rate of:

6.6~~6~~7 hours per full month worked during the employee's first five years of employment.

3. Article 4 - SICK LEAVE AND OTHER LEAVES OF ABSENCE

A. Section 3. Post Employment Health Care Savings Plan (HCSP)

The Employer does not have a specific proposal - just providing reminders for:

- a. Review contribution requirements per the union contract as the contributions will be locked in for a minimum two-year period after the contract is finalized.
- b. Determine if the membership is interested to include contract language to stop the contract-required payroll deduction when off from work due to an approved FMLA event. Per MSRS, we weren't allowed to stop the deduction and MSRS recommended to consider implementing language in the contract for this exclusion in the future.

NOTE: The Union will discuss this issue with the membership and provide details to the City prior to ratification.

B. Section 6. Funeral Leave wording states 3 consecutive days. City clarified that Funeral Leave is up to 24 hours.

4. Article 8 - HOURS OF WORK AND CONDITIONS

Section 10. The EMPLOYER agrees to pay 80% of the family premium and 95% of the single premium for the ~~\$2,800~~ \$3,000 single, ~~\$5,600~~ \$6,000 family high deductible health insurance plan. A summary of this plan as well as other health plans that can be offered during this contract are outlined in Appendix B. This plan also includes 100% preventative coverage as required by law. In the event the health insurance provisions of this Agreement fail to meet the requirements of the Affordable Care Act and its related regulations or cause the Employer to be subject to a penalty, tax or fine, the Union and the Employer will meet immediately to bargain over alternative provisions so as to comply with the Act and avoid any penalties, taxes or fines for the Employer.

5. Article 9 – WAGES

- A. Utilize a 2.5% COLA for both the legacy and wage grid system (Appendix A).
- B. Include HR Assistant classification in Appendix A (the Wage Grid) as agreed to per the MOU after 2021-2022 contract was signed.
- C. Contingent upon union contract ratification of this Offer for Settlement, the City and Union will agree to an MOU to be drafted by the City Attorney to slot Records Management Technician Allyson Timmons at Step 4 effective January 1, 2023.
- D. Move AP/Administrative Specialist Pam Zierner to the grid pay system. If the Union agrees to this Offer of Settlement with 2.5% COLA, then Ms. Zierner will be placed on Step 4 effective January 1, 2023.

6. Article 10 – Period of Agreement – One year contract: 1/1/23 – 12/31/2023.

7. No retroactive backpay if contract is not agreed to and signed by 1/1/2023.

8. That the Union membership vote on this settlement offer no later than December 13, 2022. With an affirmative vote of this settlement offer on that date, the City Council will consider approval at its December 19, 2022, meeting to meet the requirements of #7.

9. NOTE: Health Insurance MOAs for 2023 Open Enrollment were already approved by both the Union and the City.

RESOLUTION **No. :22**

BE IT RESOLVED by the Council of the City of Brainerd to set the hourly wages for City employees who are members of the IBEW Local #31 (Administrative Support) Union as provided in its 2023 Union Contract as described below.

Below is the 2023 eight-step wage grid referenced above, and incorporated in Article IX, Section 1, as approved by the Council:

Administrative Specialist								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1/1/2023	21.85	22.95	24.04	25.13	26.22	27.32	28.40	29.49
Police Record Management Tech								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1/1/2023	22.28	23.40	24.51	25.61	26.74	27.85	28.98	30.09
Housing Inspector								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1/1/2023	23.19	24.34	25.50	26.65	27.81	28.98	30.14	31.29
Police Records Mgmt Lead, Building Inspector, AP/Admin Specialist, Admin Specialist 2, Transit Operations Specialist, HR Assistant								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1/1/2023	24.10	25.31	26.53	27.72	28.93	30.14	31.34	32.53
Engineering Tech, Zoning Specialist/Permit Technician								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1/1/2023	25.55	26.83	28.11	29.39	30.67	31.94	33.22	34.49
IT Specialist, Sr Eng Tech/Project Coordinator, Assistant Planner								
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1/1/2023	27.08	28.44	29.79	31.14	32.49	33.87	35.22	36.56

Below is the 2023 base hourly wages referenced above, and incorporated in Article XI, Section 2, as approved by the Council:

<u>Classification</u>	<u>2.5%</u> <u>1/1/23</u>
Police Records Management Technician	\$27.72
Administrative Specialist	\$27.72
(Adm/Prk./Fire/Eng./Pol./Build.-Inspections)	
Accounts Payable/Administrative Specialist	\$27.72
Police Records Management Lead	\$30.40
Payroll /Accounting Specialist	\$29.48
Engineering Technician	\$29.46
Senior Engineering Tech/Project Manager	\$32.30
Building Inspector	\$31.50
Housing Inspector	\$29.46
IT Specialist	\$30.91

Adopted this ____ day of December, 2022.

KELLY BEVANS
President of the Council

Approved this ____ day of December, 2022.

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

City of Brainerd – IUOE Local #49 (Parks) Union
Tentative Agreement Terms
December 5, 2022

The following is the tentative agreement package terms reached between the City of Brainerd and the IUOE Local #49 (Parks) Union during 2023-2025 contract negotiations. This package is for Union and City Council consideration/approval:

1. Article X. Vacations

Section 1. All full-time Employees shall earn paid vacation at the rate of ~~6.66~~ 6.67 hour per full month worked during the Employee's first five years of employment without a break in service. Thereafter, Employees shall earn paid vacation as follows:

2. Cover Sheet. City and Local 49 Logos will be included on the contract cover sheet.

3. ARTICLE XI. Wages.

<u>2023</u>	<u>2024</u>	<u>2025</u>
2.5%	2.5%	3.75%

4. ARTICLE XII. Hospitalization.

Section 1. The City of Brainerd's Parks and Recreation Department employees will participate in the Operating Engineers Local #49 Health and Welfare Fund as long as those individuals are members of Local #49. Effective January 1, ~~2021~~ 2023, through December 31, ~~2022~~ 2025, Local #49 Health and Welfare fund premiums shall be paid by the City of Brainerd at the rate of 100% (one-hundred percent), as long as the premium does not cost the City of Brainerd more money than the City is paying for its base health insurance plan premium for other union non-supervisory City employees.

Should the city's contribution to hospitalization increase, the Parks and Recreation Department employees will receive that increase. The city contribution amount will not fall below the capped dollar amount of ~~\$1325.00~~ \$1420.00 per month. If the bargaining unit wants to return to the City of Brainerd's health insurance plan, they may do so after the contract expires at the cost and percentage as the other City employees.

5. ARTICLE XVI. Period of Agreement - Approval.

January 1, 2023 to December 31, 2025 (Three-year Duration).

6. HCSP – Union will verify contribution for next contract period with its members and provide language.

7. Article IV. Sick Leave and Other Leaves of Absence:

Section 2. Funeral Leave Add: Grandchild for one day

8. Article XI. Wages (new Section).

Section 8. Whenever possible, the City will utilize temporary workers to perform work normally completed by the Park Maintenance employees on Saturdays and Sundays. If a temporary employee is not available to work on a Saturday or a Sunday, the City will offer the opportunity to work on the Saturday or Sunday to Park Maintenance employees. Any Employee who is not normally scheduled to work on a Saturday or Sunday and who works on a Saturday or Sunday pursuant to this Section will receive a shift differential of \$2.50 per hour for such work performed on a Saturday or Sunday.

- 9. In the event that the Contract is approved by the Union, but not signed before January 1, 2023, retroactive pay to January 1, 2023, will be allowed if the Union votes and approves this Tentative Agreement package so it is ready for Council's public consideration on 12/19/22.**

RESOLUTION

No. :22

BE IT RESOLVED by the Council of the City of Brainerd to set the hourly wages for City employees who are members of the IUOE Local #49 (Parks) Union as provided in its 2023 – 2025 Union Contract as described below.

Below is the 2023 - 2025 eight-step wage grid referenced above, and incorporated in Article XI, Section 1, as approved by the Council:

Park Maintenance	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1/1/2023	20.99	22.04	23.10	24.15	25.20	26.25	27.31	28.35
1/1/2024	21.51	22.59	23.68	24.75	25.83	26.91	27.99	29.06
1/1/2025	22.32	23.44	24.57	25.68	26.80	27.92	29.04	30.15
Parks Foreman	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1/1/2023	27.07	28.44	29.79	31.15	32.49	33.87	35.22	36.56
1/1/2024	27.75	29.15	30.53	31.93	33.30	34.72	36.10	37.47
1/1/2025	28.79	30.24	31.67	33.13	34.55	36.02	37.45	38.88

Below is the 2023 – 2025 base hourly wages referenced above, and incorporated in Article XI, Section 2, as approved by the Council:

<u>Classification:</u>	<u>1/1/2023</u>	<u>1/1/2024</u>	<u>1/1/2025</u>
Park Maintenance	26.14	26.79	27.79
Parks Foreman	32.28	33.09	34.33

Adopted this ____ day of December, 2022.

KELLY BEVANS
President of the Council

Approved this ____ day of December, 2022.

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

2022 Hourly Wage Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Engineering Tech	24.93	26.18	27.42	28.67	29.92	31.16	32.41	33.65
Sr. Eng Tech/Project Mgr	26.42	27.75	29.06	30.38	31.70	33.04	34.36	35.67

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
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SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

BRAINERD PUBLIC LIBRARY

a branch of Kitchigami Regional Library



November 28, 2022

Brainerd City Council
Brainerd City Hall
501 Laurel Street
Brainerd, MN 56401

RECEIVED

DEC 08 2022

Dear Council Members,

CITY OF BRAINERD
ADMINISTRATION

I am writing to request your consideration for Brainerd Public Library staff parking in the "Maple Lot" north of the library. During peak library staffing, approximately ten spaces would be requested. We currently use just three spaces. A staff entrance is located near the lot and would allow for safe and efficient staff access to the library. During library events and peak patron usage of the library, our primary (south) lot is often full, and street parking is used by Brainerd High School students and staff. Moving library staff parking to the Maple Lot would allow us to better serve our patrons.

I understand that this lot is available for contracted parking, so we are of course willing to use a variety of spaces that are not already contracted to others.

On behalf of the library staff, I thank you for your time and consideration of this matter.

Sincerely,

Laurel Hall

Brainerd Public Library Manager

Susan Hardy

BPL Board President

416 S. 5th Street, Brainerd, MN 56401

Phone: (218) 829-5574

E-mail Address: brainerd@krls.org

Website Address: <http://www.krls.org/>

MOVED AND SECONDED BY ALDERMEN KOEP AND JOHNSON TO ADOPT RESOLUTION NO. 53:15 – RELATING TO FINANCE – TRANSFERRING CERTAIN FUNDS TO AND FROM SINKING FUNDS.

Chair Koep reported that per the resolution, the City Administrator is authorized to transfer \$80,418.24 from Fund 304 to Fund 321 to bring fund balance to zero.

RESOLUTION NO. 53:15

Upon roll call, members Koep, Pritschet, Bevans, Johnson, Borkenhagen, Hilgart, and Scheeler voted "aye." No member voted "nay." The Chair declared the motion carried and the resolution adopted.

New Bremer Bank Program – Authorize Entering into the ICS and CDAR Agreements with Bremer Bank including Authorization of Proper Signatures – Approved

MOVED AND SECONDED BY ALDERMEN KOEP AND PRITSCHET, DULY CARRIED, TO AUTHORIZE ENTERING INTO THE ICS AND CDAR AGREEMENTS WITH BREMER BANK INCLUDING AUTHORIZATION OF PROPER SIGNATURES.

Library Parking Spots in Maple Lot – Authorize the Use of Four Spots – Approved

MOVED AND SECONDED BY ALDERMEN KOEP AND JOHNSON, DULY CARRIED, TO ALLOW THE USE OF FOUR PARKING SPOTS IN THE MAPLE LOT TO THE BRAINERD PUBLIC LIBRARY.

Committee Member Johnson stated that the Library should be able to use the spots unless/until there would be a demand for vacancies based on the leased parking spots filling up.

Memorial Park Restrooms – Authorize Park Director to Proceed with Construction Plans and Allocate up to \$60,000 from the 2015 Building Fund to Complete this Project in 2016 – Approved

MOVED AND SECONDED BY ALDERMEN KOEP AND PRITSCHET, DULY CARRIED, TO AUTHORIZE THE PARK DIRECTOR TO PROCEED WITH PLANS FOR THE MEMORIAL PARK RESTROOM BUILDING AND TO ALLOCATE UP TO \$60,000 OF THE 2015 BUILDING FUND TOWARD THE COMPLETION OF THIS PROJECT IN 2016.

Employee Policy Manual Change for Non-Union Employees – Amend Employee Policy Manual Change to Eliminate Longevity Benefits for any Newly Hired Non-Union Employees Effective 1/1/2016 – Approved

MOVED AND SECONDED BY ALDERMEN KOEP AND JOHNSON, DULY CARRIED, TO APPROVE THE EMPLOYEE POLICY MANUAL CHANGE TO ELIMINATE LONGEVITY BENEFITS FOR ANY NEWLY HIRED NON-UNION EMPLOYEES EFFECTIVE 1/1/2016.

Meal Reimbursement for Transit Coordinator – Authorize Request to Reimburse \$22.02 Overage for Meals – Approved



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

**ORDINANCE
NO. 1540**

**AN INTERIM ORDINANCE PLACING A TEMPORARY MORATORIUM ON PROHIBITING
THE CONVERSION OF DWELLINGS TO GREEN SPACE OR SURFACE PARKING IN THE
TN-1 TRADITIONAL NEIGHBORHOOD ONE, TN-2 TRADITIONAL NEIGHBORHOOD TWO,
CN-1 CONTEMPORARY NEIGHBORHOOD ONE, AND CN-2 CONTEMPORARY
NEIGHBORHOOD TWO DISTRICTS**

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: Purpose.

Pursuant to the authority granted under Minnesota Statutes section 462.355, subdivision 4, this Ordinance imposes a three-month moratorium on the conversion of dwelling units to green space or surface parking in the TN-1, TN-2, CN-1, and CN-2 zoning districts.

SECTION TWO. Preliminary Findings.

It is in the public interest to declare a moratorium on conversions of dwellings to green space and/or surface parking for the following reasons:

1. The purchase and removal of dwelling units to either green space or surface parking impairs the tax base, both on the property being converted and among adjacent properties.
2. Public entities, non-profit organizations, and commercial businesses within and adjacent to residential zoning districts continue to acquire dwelling units in anticipation of converting them to green space or parking. This practice is part of a spiral of decline witnessed in the vicinity of such conversions.
3. The city has a shortage of housing, particularly affordable housing. Removal of dwelling units for the establishment of green space or surface parking adds to the overall shortage of housing.
4. The city needs additional time to study this problem and develop changes to the Code to address this issue.

SECTION THREE. Moratorium.

The City shall not accept or process applications for the demolition of a dwelling unit in the TN-1, TN-2, CN-1, and CN-2 zones without an accompanying application for construction of a new dwelling, along with reasonable surety that such a dwelling will be constructed. A signed contract with a third-party contractor to construct a new dwelling shall be considered reasonable surety, as are other forms of financial security adequate to ensure follow-through.

The Brainerd Housing and Redevelopment Authority, the Brainerd Economic Development Authority, and Crow Wing County are exempt from this moratorium.

Also exempted is the removal of any unsafe or hazardous structures by the City pursuant to its statutory authority.

SECTION FOUR. Study.

During the period of this moratorium, City staff, the Planning Commission, and the Community Development Director shall study the issues related to conversion of dwelling units to green space and dwelling units to parking in the City of Brainerd and shall provide recommendations to the City Council concerning proposed changes to the City Code.

SECTION FIVE. Repeal and Replacement.

Notice is hereby given that this Ordinance, when in effect, repeals and replaces in its entirety Ordinance No. 1534.

SECTION SIX. Effective Date.

This ordinance shall take effect and be in full force one week from and after its publication for a period of three months.

Adopted this _____ day of _____, 2022

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2022

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

Published: One Time – _____



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

2023 Parks Department Budget
As of December 6, 2022

OPTION A

	Adopted Budget 2022	2023 Preliminary Budget	2023 Budget as of 11/28/2022	Difference in Budgets - Current vs 2022 Budget	% Difference
TOTAL OPERATING EXPENDITURES					
Personnel Services	751,649	779,637	768,161	16,512	2.20%
Supplies	81,550	112,050	112,050	30,500	37.40%
Services	178,852	169,504	178,393	(459)	-0.26%
Program Operations	111,117	122,316	122,316	11,199	10.08%
Transfers Out	-	-	-	-	0.00%
Total Expenditures	1,123,168	1,183,507	1,180,921	57,753	5.14%
TOTAL REVENUE - NON PROPERTY TAX					
Revenue from Other Gov'ts	-	-	-	-	0.00%
Charges for Services	(11,500)	(11,000)	(11,000)	(500)	4.35%
Other Revenues	(67,000)	(72,000)	(72,000)	5,000	-7.46%
Program Revenues	(143,000)	(142,500)	(142,500)	(500)	0.35%
Transfers In	-	-	-	-	0.00%
Total Revenues	(221,500)	(225,500)	(225,500)	4,000	-1.81%
NET OPERATING	901,668	958,007	955,421	53,753	5.96%
TOTAL CAPITAL	506,300	947,500	562,500	56,200	11.10%
ARPA Capital		500,000	575,000		
ARPA Funding		(500,000)	(575,000)		
TOTAL CAPITAL (net)	506,300	947,500	562,500	56,200	
Request / Proposed	1,407,968	1,905,507	1,517,921	109,953	
% Increase		35.34%	7.81%		

Park Board Capital Budget:**As of December 6, 2022****OPTION A****Equipment**

Snow Blower	\$ 4,000
Mower	22,000
Sod Cutter	5,000
Tress Replacement	25,000
Picnic Table/Grilling Station/Trash Can Replacement Program	15,000
Park Weed and Feed Program	25,000
Bench Installation Program	5,000
Park ADA Upgrades	25,000
Park Sign Replacements	5,000
Parks Security Cameras	6,500

Bane Park**Buffalo Hills Lions Park**

Parking Lot Surfacing	-
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Buster Park

Gazebo	30,000
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Gregory Park**Gustafson Park****Jaycees Park**

Concession/Warming House/Restroom	-
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Kiwanis Park**Lum Park**

Warehouse/Office Demo	-
Pavilion 1	-
Pavilion 2	-

Meadows Park**Memorial Park**

Concession/Lockers/Restroom	-
Shelter	-
Parking Lot Resurfacing	-
Lights	400,000

Mills Field**O'Brien Park****Triangle Park**

Shade Structure	-
-----------------	---

Rotary Park**Sale of Assets****Net Capital**

Current Budget Request
\$ 567,500
\$ 5,000
\$ 562,500

2023 Parks Department Budget
As of December 6, 2022

OPTION B

	Adopted Budget 2022	2023 Preliminary Budget	2023 Budget as of 11/28/2022	Difference in Budgets - Current vs 2022 Budget	% Difference
TOTAL OPERATING EXPENDITURES					
Personnel Services	751,649	779,637	768,161	16,512	2.20%
Supplies	81,550	112,050	112,050	30,500	37.40%
Services	178,852	169,504	178,393	(459)	-0.26%
Program Operations	111,117	122,316	122,316	11,199	10.08%
Transfers Out	-	-	-	-	0.00%
Total Expenditures	1,123,168	1,183,507	1,180,921	57,753	5.14%
TOTAL REVENUE - NON PROPERTY TAX					
Revenue from Other Gov'ts	-	-	-	-	0.00%
Charges for Services	(11,500)	(11,000)	(11,000)	(500)	4.35%
Other Revenues	(67,000)	(72,000)	(72,000)	5,000	-7.46%
Program Revenues	(143,000)	(142,500)	(142,500)	(500)	0.35%
Transfers In	-	-	-	-	0.00%
Total Revenues	(221,500)	(225,500)	(225,500)	4,000	-1.81%
NET OPERATING	901,668	958,007	955,421	53,753	5.96%
TOTAL CAPITAL	506,300	947,500	212,500	(293,800)	-58.03%
ARPA Capital		500,000	575,000		
ARPA Funding		(500,000)	(575,000)		
TOTAL CAPITAL (net)	506,300	947,500	212,500	(293,800)	
Request / Proposed	1,407,968	1,905,507	1,167,921	(240,047)	
% Increase		35.34%	-17.05%		

Park Board Capital Budget:**As of December 6, 2022****OPTION B****Equipment**

Snow Blower	\$ 4,000
Mower	22,000
Sod Cutter	5,000
Tress Replacement	25,000
Picnic Table/Grilling Station/Trash Can	
Replacement Program	15,000
Park Weed and Feed Program	25,000
Bench Installation Program	5,000
Park ADA Upgrades	25,000
Park Sign Replacements	5,000
Parks Security Cameras	6,500

Bane Park**Buffalo Hills Lions Park**

Parking Lot Surfacing	-
-----------------------	---

Buster Park

Gazebo	30,000
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Gregory Park**Gustafson Park****Jaycees Park**

Concession/Warming House/Restroom	-
-----------------------------------	---

Kiwanis Park**Lum Park**

Warehouse/Office Demo	-
Pavilion 1	-
Pavilion 2	-

Meadows Park**Memorial Park**

Concession/Lockers/Restroom	-
Shelter	-
Parking Lot Resurfacing	-
Lights	50,000

Mills Field**O'Brien Park****Triangle Park**

Shade Structure	-
-----------------	---

Rotary Park**Sale of Assets****Net Capital**

Current Budget Request
\$ 217,500
\$ 5,000
\$ 212,500



Brainerd City Council Agenda Request

Requested Meeting Date:

Title of Item:

Agenda	Action Requested:	
CONSENT AGENDA	Approve/Deny Motion	Direction Requested
P&F COMMITTEE	Adopt Resolution (attach draft)	Discussion Item
SPW COMMITTEE	Ordinance 1 st Reading	Hold Public Hearing*
MAIN AGENDA	<i>*provide copy of published hearing notice</i>	

Submitted by:

Department:

Presenter:

Estimated Time Needed:

Summary of Issue:

Alternative, Options, Effects on Others/Comments:

Recommended Action/Motion:

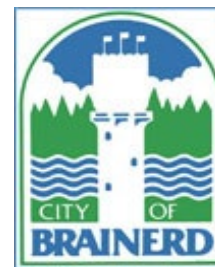
Financial Impact:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain)

MEMO



TO: Mayor and Council

FROM: City Administrator Bergman
Finance Director Connie Hillman

DATE: December 14, 2022

RE: 2023 Levy and Budget

2023 Levy:

The 2023 preliminary levy was set at \$6,852,566, a 9.54% increase over the 2022 levy. The final levy can be lower but cannot be higher. Attached is a draft resolution for the Council to adopt. The amount of the City's levy has been completed with a **3% increase** in the levy, and the amount listed for the HRA is the maximum allowed by statute that was adopted with the preliminary levy. The resolution was completed with a 3% increase as this was the consensus of the Council at the November workshop and used for the budget public hearing. To achieve a 3% increase to the levy a transfer of \$179,958 from the Capital Fund to the General Fund was planned.

Since the public hearing Staff has updated the budget for 2023 election forms that have been received and for tentative agreements of union contracts. The additional adjustments resulted in a reduction to expenditures of \$36,707. With the additional adjustments the amount needed to be transferred from the Capital Fund to the General Fund could be reduced to \$143,251, or the final levy could be reduced.

The latest recap is also attached for your information. It has the transfer being \$143,251 and the final levy as a 3% increase. If Council chooses to keep the transfer at \$179,958, the levy could be set lower at just over 2.41%.

	Levy Amount	Estimated Tax Rate
2022	\$ 6,255,826	70.911%
2.41% Increase	6,406,793	58.202%
2.5% Increase	6,412,221	58.252%
3.0% Increase	6,443,500	58.536%

2023 Budget:

Following the draft resolution, you will find proposed budgets for the Working Funds as well as additional funds that the City has historically officially adopted a budget. The

additional funds are the same as presented at the December 5, 2022 meeting unless noted. The budgets are:

- Working Funds (General, Public Safety, Parks and Streets)
 - The current budget is prepared with a 3% increase to the levy. If Council elects to lower the final levy below a 3% increase over the 2022 levy, the budget would need to be adjusted from what is presented.
- Capital Equipment and Facilities Fund
 - There are 3 options. All three options include a transfer of **\$143,251** to the General Fund for a 3% levy:
 - Option A – Memorial Park Lighting at \$0
 - Option B – Memorial Park Lighting at \$50,000
 - Option C – Memorial Park Lighting at \$400,000
- Transit Fund
 - Updated the cost and the revenue for the bus we should take possession of in 2023.
- Library Fund
- Recycling Fund
- Parking Lot Fund
- Permanent Improvement Fund
- Mayor's Contingency Fund
- EDA Fund
- Sanitary Sewer Fund
- Storm Sewer Fund
 - Includes \$50,000 to explore options to maintain the MS4 permit requirements.

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

2023 Levy Overview
As of 12/14/2022

	Adopted Budget 2022	2023 Preliminary Budget	2023 Budget as of 12/14/2022	Difference in Budgets - Current vs 2022 Budget	% Difference Current vs 2022 Budget
TOTAL OPERATING EXPENDITURES					
Personnel Services	\$ 7,668,965	\$ 7,967,142	\$ 7,930,206	\$ 261,241	3.41%
Supplies	522,100	615,400	615,400	93,300	17.87%
Services	2,598,082	2,797,076	2,834,414	236,332	9.10%
Transfers Out	432,873	437,932	437,932	5,059	1.17%
Total Expenditures	\$ 11,222,020	\$ 11,817,550	\$ 11,817,952	\$ 595,932	5.31%
TOTAL CAPITAL	\$ 1,255,927	\$ 1,255,927	\$ 1,255,927	\$ -	0.00%
TOTAL DEBT LEVY	\$ 800,615	\$ 870,000	\$ 920,000	\$ 119,385	14.91%
OTHER LEVIES					
Perm Improvement	\$ 426,990	\$ 375,350	\$ 375,350	\$ (51,640)	-12.09%
Hydrant	-	-	-	-	0.00%
Sr Activity/Green Space/Comm Fest.	320,244	281,511	281,511	(38,733)	-12.09%
Library	146,851	149,788	149,788	2,937	2.00%
EDA	145,036	152,861	152,861	7,825	5.40%
Airport	155,500	155,500	155,500	-	0.00%
Total Other Levies	\$ 1,194,621	\$ 1,115,010	\$ 1,115,010	\$ (79,611)	-6.66%
TOTAL ESTIMATED EXPENDITURES	\$ 14,473,183	\$ 15,058,487	\$ 15,108,889	\$ 635,706	4.39%
TOTAL REVENUE - NON-PROPERTY TAX					
Other Taxes	\$ (288,800)	\$ (274,000)	\$ (274,000)	\$ (14,800)	-5.12%
Licenses & Permits	(487,470)	(440,990)	(440,990)	(46,480)	-9.53%
Grants & Aids	(5,059,977)	(5,148,468)	(5,197,468)	137,491	2.72%
Revenue from Other Gov'ts	(286,468)	(309,295)	(324,512)	38,044	13.28%
Charges for Services	(961,193)	(966,036)	(968,036)	6,843	0.71%
Fines & Forfeitures	(146,500)	(127,000)	(127,000)	(19,500)	-13.31%
Other Revenues	(849,149)	(1,032,632)	(1,032,632)	183,483	21.61%
Transfers In	(122,800)	(172,500)	(315,751)	192,951	157.13%
Total Revenues	\$ (8,202,357)	\$ (8,470,921)	\$ (8,680,389)	\$ 478,032	5.83%
(USE)/ADDITION TO FUND BALANCE					
Election	\$ (15,000)	\$ 15,000	\$ 15,000	\$ (30,000)	
Estimated Levy	\$ 6,255,826	\$ 6,602,566	\$ 6,443,500	\$ 187,674	3.00%
Actual Levy / <i>Proposed</i>	\$ 6,255,826	\$ 6,602,566	\$ 6,443,500		
% Increase	2.00%	5.54%	3.00%		
\$ Increase	122,663	346,740	187,674		

RESOLUTION
NO. __:22

WHEREAS, the Brainerd City Council is required to set a Final Levy by December 28, 2022; and

WHEREAS, the Brainerd City Council held its first Budget Workshop on August 29, 2022 and a subsequent workshop on November 28, 2022 and a public hearing on December 12, 2022; and

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

NOW, THEREFORE BE IT RESOLVED by the City of Brainerd, County of Crow Wing, State of Minnesota that the following sums are the levy for the taxes payable in the year 2023:

\$6,443,500 plus \$155,981 for the HRA.

Adopted this ____ day of December, 2022

KELLY BEVANS
President of the Council

Approved this ____ day of December, 2022

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

WORKING FUNDS

(General, Public Safety, Parks, & Streets)

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Revenues			
Property Taxes	3,037,609	3,480,407	3,589,574
Other Taxes	307,981	288,800	274,000
Intergovernmental	5,268,263	5,346,445	5,521,980
Charges for Services	980,130	961,193	968,036
Licenses & Permits	413,823	487,470	440,990
Fines & Forfeits	134,443	146,500	127,000
Special Assessments	55,879	67,000	70,000
Interest	32,011	40,000	40,000
Market Adj. for Investments	(184,482)	-	-
Other Revenue	1,019,707	742,149	910,632
Total Revenues	11,065,364	11,559,964	11,942,212
Expenditures			
General Government	2,589,222	2,990,859	3,040,701
Police	3,973,103	4,308,398	4,577,330
Fire	1,128,844	1,124,393	1,193,503
Misdemeanor Prosecutor	193,579	198,205	220,000
Animal Control	61,806	77,588	79,944
Parks - all programs	1,135,594	1,123,168	1,180,921
Streets	1,333,202	1,286,780	1,369,132
Total Expenditures	10,415,350	11,109,391	11,661,531
Other Sources (Uses)			
Transfer In (Out)	(695,264)	(465,573)	(277,681)
Other Sources (Uses)	-	-	-
Sale of Assets	-	-	12,000
Total Other Sources (Uses)	(695,264)	(465,573)	(265,681)
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	(45,250)	(15,000)	15,000
Fund Balance - Jan 1st	4,622,649	4,577,399	4,562,399
Fund Balance - Dec 31st	4,577,399	4,562,399	4,577,399

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Expenditures			
Personnel Services	7,016,076	7,668,965	7,930,206
Supplies	614,775	522,100	615,400
Services	2,258,852	2,380,082	2,600,414
Other	525,647	538,244	515,511
Total Expenditures	10,415,350	11,109,391	11,661,531

CAPITAL EQUIPMENT & FACILITIES – OPTION A

	2021 Actual	2022 Budget	2023 Budget
Revenues			
Property Taxes	1,253,375	1,255,927	1,255,927
Other Taxes	14,082	-	-
Intergovernmental	15,062	-	10,000
Special Assessments	87,205	-	-
Interest	20,909	3,594	418
Other Revenue	129,215	-	-
Total Revenues	1,519,848	1,259,521	1,266,345
Expenditures			
Capital	3,569,294	2,017,500	638,100
Total Expenditures	3,569,294	2,017,500	638,100
Other Sources (Uses)			
Bond Proceeds	-	-	-
Bond Issuance Costs	-	-	-
Transfer In (Out)	459,577	581,602	252,081
Other Sources (Uses)	96,562	43,300	98,600
Total Other Sources (Uses)	556,139	624,902	350,681
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	(1,493,307)	(133,077)	978,926
Fund Balance - Jan 1st	4,012,226	2,518,919	2,385,842
Fund Balance - Dec 31st	2,518,919	2,385,842	3,364,768

CAPITAL EQUIPMENT & FACILITIES EXPENDITURE

DETAIL – OPTION A

2023 Proposed Capital			
			Subtotals
City Facilities			
Office Furniture	\$	10,000	} \$ 110,000
Generator		100,000	
Administration			
Scanner		3,600	} \$ 18,600
Lease Accounting Software		15,000	
Engineering			
Leased 1/2 ton lease buildup		2,500	} \$ 5,000
Leased 1/2 ton lease buildup		2,500	
IT			
Server Replacement		15,000	} \$ 55,000
UPS (Battery Backup)		5,000	
Security Cameras		15,000	
Door Control Access		20,000	
Police			
Leased Squads Build Up		86,000	} \$ 89,000
Office Furniture		3,000	
Community Development			
Parks			
Walk behind snow blower		4,000	} \$ 167,500
Mower		22,000	
Sod Cutter		5,000	
Tree Replacement		25,000	
Picnic Table/Grilling Station/Trash Can Replacement		15,000	
Park Weed and Feed Program		25,000	
Bench Installation Program		5,000	
Park ADA Upgrades		25,000	
Park Sign Replacement		5,000	
Security Cameras		6,500	
Memorial Park Lights		-	
Buster Gazebo		30,000	
Fire			
Purchase of Squad 1		35,000	} \$ 63,000
Build up of leased Car 1		10,000	
Apparatus iPad Replacement		3,000	
Radios and Pagers		15,000	

CAPITAL EQUIPMENT & FACILITIES EXPENDITURE DETAIL – OPTION A (continued)

2023 Proposed Capital			<u>Subtotals</u>
Streets			
Tree Replacement	25,000	}	\$ 130,000
Motor Grader	385,000		
ARPA Funds	(300,000)		
Garage Gate Opener	20,000		
Total	\$ 638,100		
Transfer to General Fund for Wage Study	45,000		
<i>Transfer to General Fund for a Reduced Levy</i>	<i>143,251</i>		
Total Cash to be Spent	\$ 826,351		

CAPITAL EQUIPMENT & FACILITIES – OPTION B

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Revenues			
Property Taxes	1,253,375	1,255,927	1,255,927
Other Taxes	14,082	-	-
Intergovernmental	15,062	-	10,000
Special Assessments	87,205	-	-
Interest	20,909	3,594	418
Other Revenue	129,215	-	-
Total Revenues	1,519,848	1,259,521	1,266,345
Expenditures			
Capital	3,569,294	2,017,500	688,100
Total Expenditures	3,569,294	2,017,500	688,100
Other Sources (Uses)			
Bond Proceeds	-	-	-
Bond Issuance Costs	-	-	-
Transfer In (Out)	459,577	581,602	252,081
Other Sources (Uses)	96,562	43,300	98,600
Total Other Sources (Uses)	556,139	624,902	350,681
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	(1,493,307)	(133,077)	928,926
Fund Balance - Jan 1st	4,012,226	2,518,919	2,385,842
Fund Balance - Dec 31st	2,518,919	2,385,842	3,314,768

CAPITAL EQUIPMENT & FACILITIES EXPENDITURE DETAIL – OPTION B

2023 Proposed Capital			Subtotals
City Facilities			
Office Furniture	\$ 10,000	}	\$ 110,000
Generator	100,000		
Administration			
Scanner	3,600	}	\$ 18,600
Lease Accounting Software	15,000		
Engineering			
Leased 1/2 ton lease buildup	2,500	}	\$ 5,000
Leased 1/2 ton lease buildup	2,500		
IT			
Server Replacement	15,000	}	\$ 55,000
UPS (Battery Backup)	5,000		
Security Cameras	15,000		
Door Control Access	20,000		
Police			
Leased Squads Build Up	86,000	}	\$ 89,000
Office Furniture	3,000		
Community Development			
Parks			
Walk behind snow blower	4,000	}	\$ 217,500
Mower	22,000		
Sod Cutter	5,000		
Tree Replacement	25,000		
Picnic Table/Grilling Station/Trash Can Replacement	15,000		
Park Weed and Feed Program	25,000		
Bench Installation Program	5,000		
Park ADA Upgrades	25,000		
Park Sign Replacement	5,000		
Security Cameras	6,500		
<i>Memorial Park Lights</i>	50,000		
Buster Gazebo	30,000		
Fire			
Purchase of Squad 1	35,000	}	\$ 63,000
Build up of leased Car 1	10,000		
Apparatus iPad Replacement	3,000		
Radios and Pagers	15,000		

CAPITAL EQUIPMENT & FACILITIES EXPENDITURE DETAIL – OPTION B (continued)

2023 Proposed Capital			Subtotals
Streets			
Tree Replacement	25,000	}	\$ 130,000
Motor Grader	385,000		
ARPA Funds	(300,000)		
Garage Gate Opener	20,000		
Total	\$ 688,100		
Transfer to General Fund for Wage Study	45,000		
<i>Transfer to General Fund for a Reduced Levy</i>	<i>143,251</i>		
Total Cash to be Spent	\$ 876,351		

CAPITAL EQUIPMENT & FACILITIES – OPTION C

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Revenues			
Property Taxes	1,253,375	1,255,927	1,255,927
Other Taxes	14,082	-	-
Intergovernmental	15,062	-	10,000
Special Assessments	87,205	-	-
Interest	20,909	3,594	418
Other Revenue	129,215	-	-
Total Revenues	<u>1,519,848</u>	<u>1,259,521</u>	<u>1,266,345</u>
Expenditures			
Capital	3,569,294	2,017,500	1,038,100
Total Expenditures	<u>3,569,294</u>	<u>2,017,500</u>	<u>1,038,100</u>
Other Sources (Uses)			
Bond Proceeds	-	-	-
Bond Issuance Costs	-	-	-
Transfer In (Out)	459,577	581,602	252,081
Other Sources (Uses)	96,562	43,300	98,600
Total Other Sources (Uses)	<u>556,139</u>	<u>624,902</u>	<u>350,681</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>(1,493,307)</u>	<u>(133,077)</u>	<u>578,926</u>
Fund Balance - Jan 1st	4,012,226	2,518,919	2,385,842
Fund Balance - Dec 31st	2,518,919	2,385,842	2,964,768

CAPITAL EQUIPMENT & FACILITIES EXPENDITURE DETAIL – OPTION C

2023 Proposed Capital				
				Subtotals
City Facilities				
Office Furniture	\$	10,000	}	\$ 110,000
Generator		100,000		
Administration				
Scanner		3,600	}	\$ 18,600
Lease Accounting Software		15,000		
Engineering				
Leased 1/2 ton lease buildup		2,500	}	\$ 5,000
Leased 1/2 ton lease buildup		2,500		
IT				
Server Replacement		15,000	}	\$ 55,000
UPS (Battery Backup)		5,000		
Security Cameras		15,000		
Door Control Access		20,000		
Police				
Leased Squads Build Up		86,000	}	\$ 89,000
Office Furniture		3,000		
Community Development				
Parks				
Walk behind snow blower		4,000	}	\$ 567,500
Mower		22,000		
Sod Cutter		5,000		
Tree Replacement		25,000		
Picnic Table/Grilling Station/Trash Can Replacement		15,000		
Park Weed and Feed Program		25,000		
Bench Installation Program		5,000		
Park ADA Upgrades		25,000		
Park Sign Replacement		5,000		
Security Cameras		6,500		
Memorial Park Lights		400,000		
Buster Gazebo		30,000		
Fire				
Purchase of Squad 1		35,000	}	\$ 63,000
Build up of leased Car 1		10,000		
Apparatus iPad Replacement		3,000		
Radios and Pagers		15,000		

CAPITAL EQUIPMENT & FACILITIES EXPENDITURE DETAIL – OPTION C (continued)

2023 Proposed Capital			<u>Subtotals</u>
Streets			
Tree Replacement	25,000	}	\$ 130,000
Motor Grader	385,000		
ARPA Funds	(300,000)		
Garage Gate Opener	20,000		
Total	\$ 1,038,100		
Transfer to General Fund for Wage Study	45,000		
<i>Transfer to General Fund for a Reduced Levy</i>	<i>143,251</i>		
Total Cash to be Spent	\$ 1,226,351		

TRANSIT FUND

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Revenues			
Property Taxes	-	-	-
Grants & Aids	1,225,957	1,377,400	1,451,095
Intergovernmental	-	-	-
Charges for Services	118,559	142,452	153,930
Other Revenue	4,956	5,000	5,000
Total Revenues	<u>1,349,472</u>	<u>1,524,852</u>	<u>1,610,025</u>
Expenditures			
Personnel Services	184,861	202,478	120,288
Supplies	78,501	71,566	146,106
Services	983,365	1,197,387	1,294,788
Capital	-	101,500	117,555
Total Expenditures	<u>1,246,728</u>	<u>1,572,931</u>	<u>1,678,737</u>
Other Sources (Uses)			
Transfer In (Out)	-	-	-
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>102,744</u>	<u>(48,079)</u>	<u>(68,712)</u>
Fund Balance - Jan 1st	428,476	531,220	483,141
Fund Balance - Dec 31st	531,220	483,141	414,430

LIBRARY FUND

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Revenues			
Property Taxes	145,393	146,851	149,788
Other Taxes	1,732	-	-
Interest	2,129	-	-
Contributions & Donations	11,263	-	-
Other Revenue	1,389	20,000	-
Total Revenues	161,906	166,851	149,788
Expenditures			
Supplies	19,964	16,400	8,300
Services	124,488	120,632	141,488
Capital	1,002	20,000	-
Total Expenditures	145,453	157,032	149,788
Other Sources (Uses)			
Transfer In (Out)	-	-	-
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	-	-	-
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	16,453	9,819	-
Fund Balance - Jan 1st	345,627	362,080	371,899
Fund Balance - Dec 31st	362,080	371,899	371,899

RECYCLING FUND

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Revenues			
Property Taxes	-	-	-
Intergovernmental	-	-	-
Used Oil Revenue	515	500	500
Other Revenue	-	-	-
Total Revenues	<u>515</u>	<u>500</u>	<u>500</u>
Expenditures			
Services	-	-	-
Used Oil Expenditures	2,145	1,602	1,972
Total Expenditures	<u>2,145</u>	<u>1,602</u>	<u>1,972</u>
Other Sources (Uses)			
Transfer In (Out)	1,500	1,500	1,500
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>(131)</u>	<u>398</u>	<u>28</u>
Fund Balance - Jan 1st	134	3	401
Fund Balance - Dec 31st	3	401	429

PARKING LOT FUND

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Revenues			
Property Taxes	-	-	-
Charges for Services	42,044	44,000	58,000
Other Revenue	-	-	-
Total Revenues	<u>42,044</u>	<u>44,000</u>	<u>58,000</u>
Expenditures			
Personnel Services	-	-	-
Supplies	202	100	200
Services	16,094	16,910	17,359
Capital	-	-	-
Total Expenditures	<u>16,296</u>	<u>17,010</u>	<u>17,559</u>
Other Sources (Uses)			
Transfer In (Out)	(23,136)	(29,200)	(29,200)
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>(23,136)</u>	<u>(29,200)</u>	<u>(29,200)</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>2,612</u>	<u>(2,210)</u>	<u>11,241</u>
Fund Balance - Jan 1st	(30,047)	(27,435)	(29,645)
Fund Balance - Dec 31st	(27,435)	(29,645)	(18,404)

PERMANENT IMPROVEMENT FUND

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Revenues			
Property Taxes	398,016	426,990	375,350
Other Taxes	4,109	-	-
Total Revenues	<u>402,125</u>	<u>426,990</u>	<u>375,350</u>
Expenditures			
Personnel Services	-	-	-
Supplies	-	-	-
Services	-	-	-
Capital	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>
Other Sources (Uses)			
Transfer In (Out)	(405,943)	(426,990)	(375,350)
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	<u>(405,943)</u>	<u>(426,990)</u>	<u>(375,350)</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>(3,817)</u>	<u>-</u>	<u>-</u>
Fund Balance - Jan 1st	10,258	6,441	6,441
Fund Balance - Dec 31st	6,441	6,441	6,441

MAYOR'S CONTINGENCY FUND

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Revenues			
Property Taxes	-	-	-
Other Taxes	-	-	-
Total Revenues	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures			
Personnel Services	-	-	-
Supplies	-	-	-
Services	385	2,500	2,500
Capital	-	-	-
Total Expenditures	<u>385</u>	<u>2,500</u>	<u>2,500</u>
Other Sources (Uses)			
Transfer In (Out)	2,500	2,500	2,500
Other Sources (Uses)	(2,115)	-	-
Total Other Sources (Uses)	<u>385</u>	<u>2,500</u>	<u>2,500</u>
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - Jan 1st	-	-	-
Fund Balance - Dec 31st	-	-	-

EDA FUND

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Revenues			
Property Taxes	132,443	145,036	152,861
Other Taxes	1,436	-	-
Interest	490	460	460
Other Revenues	-	-	-
Total Revenues	134,368	145,496	153,321
Expenditures			
Personnel Services	-	-	-
Supplies	-	-	-
Services	119,095	146,000	153,321
Total Expenditures	119,095	146,000	153,321
Other Sources (Uses)			
Transfer In (Out)	-	-	-
Other Sources (Uses)	-	-	-
Total Other Sources (Uses)	-	-	-
Excess of Revenue Over (Under)			
Expenditures and Other Sources (Uses)	15,274	(504)	-
Fund Balance - Jan 1st	53,498	68,772	68,268
Fund Balance - Dec 31st	68,772	68,268	68,268

SANITARY SEWER ENTERPRISE FUND

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Operating Revenues			
Charges for Services	865,892	855,000	849,250
Total Revenues	<u>865,892</u>	<u>855,000</u>	<u>849,250</u>
Operating Expenditures			
Salaries and Benefits	181,228	173,894	175,741
Professional Services	42,916	70,500	6,200
Repairs and Maintenance	37,006	50,000	60,000
Insurance	5,480	6,124	5,649
Lease Payments	404	7,512	7,512
Depreciation	486,058	480,000	490,000
Materials and Supplies	7,165	9,000	10,500
Miscellaneous	1,425	2,770	1,800
Total Operating Expenses	<u>761,681</u>	<u>799,800</u>	<u>757,402</u>
Operating Income (Loss)	<u>104,210</u>	<u>55,200</u>	<u>91,848</u>
Nonoperating Revenues (Expenses)			
Intergovernmental	234,772	216,000	230,000
Gain (Loss) on Disposal of Asset	-	10,000	-
Interest Income	2,294	-	-
Interest Expense and Fiscal Charges	(44,305)	(80,170)	(73,545)
Contributed Capital	-	-	-
Total Nonoperating Revenue (Exp.)	<u>192,761</u>	<u>145,830</u>	<u>156,455</u>
Change in Net Position Before Transfers	<u>296,971</u>	<u>201,030</u>	<u>248,303</u>
Transfers In (Out)	-	-	-
Change in Net Position	<u>296,971</u>	<u>201,030</u>	<u>248,303</u>
Net Position- Beginning of Year	8,112,804	8,409,776	8,610,806
Net Position - End of Year	8,409,776	8,610,806	8,859,109

STORM SEWER ENTERPRISE FUND

	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2023 Budget</u>
Operating Revenues			
Charges for Services	457,383	460,000	497,676
Total Revenues	<u>457,383</u>	<u>460,000</u>	<u>497,676</u>
Operating Expenditures			
Salaries and Benefits	22,324	45,220	45,251
Professional Services	72,269	160,300	55,900
Repairs and Maintenance	9,700	35,000	70,000
Insurance	2,740	3,062	2,825
Depreciation	278,869	270,000	280,000
Materials and Supplies	-	-	-
Miscellaneous	3,262	3,200	3,500
Total Operating Expenses	<u>389,163</u>	<u>516,781</u>	<u>457,476</u>
Operating Income (Loss)	<u>68,220</u>	<u>(56,781)</u>	<u>40,200</u>
Nonoperating Revenues (Expenses)			
Intergovernmental	136,452	-	731,000
Interest Income	2,384	-	-
Interest Expense and Fiscal Charges	(1,286)	1,854	(200)
Total Nonoperating Revenue (Exp.)	<u>137,550</u>	<u>1,854</u>	<u>730,800</u>
Change in Net Position Before Transfers	<u>205,771</u>	<u>(54,927)</u>	<u>771,000</u>
Transfers In (Out)	(1,500)	(1,500)	(1,500)
Change in Net Position	<u>204,271</u>	<u>(56,427)</u>	<u>769,500</u>
Net Position- Beginning of Year	6,810,629	7,014,899	6,958,472
Net Position - End of Year	7,014,899	6,958,472	7,727,972