

CITY COUNCIL AGENDA

City of Brainerd, Minnesota
City Hall, 501 Laurel Street, Council Chambers
Monday, February 6th, 2023 @ 7:30pm

The public is invited to attend these meetings in person

Attend by phone **City Council**: 1-844-992-4726 Meeting Access Code: 2497 207 3425

Attend by phone **Personnel and Finance 7:15 PM** Committee: 1-844-992-4726 Meeting
Access Code: 2496 948 4567

Attend by phone **Safety and Public Works 6:45 PM** Committee: 1-844-992-4726 Meeting Access
Code: 2480 712 6379

Meetings are broadcast on CTC ch 8, Charter ch 181, YouTube, AppleTV, Roku, and
Amazon FireTV

1. Call To Order

2. Roll Call

____ K. Terry ____ T. Stenglein ____ G. Johnson ____ J. Czczok ____ 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**

Documents:

020623 COUNCIL AP REGISTER.pdf

B. **Approval Of Minutes**

Documents:

2023-01-17 CC Draft.pdf

C. **Approval Of Licenses**

Contractor Licenses

Documents:

20230206 Contractor Licenses.pdf

D. Department Activity Reports

Documents:

FD Report.pdf

FD Annual.pdf

HR Report.pdf

PW Report.pdf

CA Report.pdf

E. Adopt Resolution- Minnesota Lawful Gambling Premises Permit Application To Allow Lawful Gambling By Confidence Learning Center At Notch 8, 1551 Northern Pacific Rd, Brainerd

Documents:

RES xx_23 -Confidence at Notch 8.pdf

F. Minnesota Lawful Gambling Application Change Of Location Brainerd Amateur Hockey Inc, Essentia Health Sports Center, 502 Jackson St, Brainerd

G. Minnesota Lawful Gambling Application To Conduct Excluded Bingo- Submitted By St. Andrew's Church, 1108 Willow St, Brainerd For An Event To Be Held On March 18th And November 18th, 2023 At 1108 Willow St, Brainerd

H. Minnesota Lawful Gambling Application To Conduct Excluded Bingo- Submitted By Knights Of Columbus Council 1941, 404 N 9th St, Brainerd. Bingo Events To Be Held At St. Francis Catholic Church, 404 N 9th St, Brainerd, On March 2, 9, 16, 30

I. Accept The Retirement Of Hydro Operator David Wise Effective March 31, 2023 - Recommended By The Public Utilities Commission.

Documents:

Retirement of Hydro Op.pdf

J. Authorize Staff To Begin Hiring Process For Lineworker Vacancy - Recommended By The Public Utilities Commission

Documents:

Lineworker Hiring Process.pdf

K. Authorize Sale Of Retired Fire Department Apparatus- Engine #4

Documents:

Sale of Engine 4.pdf

6. Council Committee Reports

A. Personnel And Finance Committee 7:15 PM

WebEx Teleconference Call-In Information

Call Toll-Free: 1-844-992-4726 Access Code: 2496 948 4567

Documents:

02-06 PF Agenda.pdf

1. Approve Memorandum Of Understanding Between The City; IBEW Local No. 31 (Public Utilities) Union; And The USW, Local No. 9230 Unit 09 (Hydro) Union Allowing IBEW Employees To Work At The Hydro Facility

Documents:

PF - MOU for IBEW Employees.pdf

2. Approve Memorandum Of Agreement Regarding The Wage Grid Step Placement For Police Records Management Technician Allyson Timmons

Documents:

PF - MOA to Adjust Wage Grid Step.pdf

3. Ratify The Hiring Of James Reed For The Senior Engineering Tech/Project Manager Position

Documents:

PF -Hiringfor Sr. Eng Tech.pdf

4. Authorize Hiring Richard Berry As Spring 2023 Police Intern

Documents:

PF - Ratify Hiring Police Intern.pdf

5. Approve Final Payment - PD Cold Storage Facility

Documents:

PF - Final Payment - PD Cold Storage.pdf

6. Approve Annual Review Of Investment Policy

Documents:

PF - Investment Policy.pdf

B. Safety And Public Works Committee 6:45 PM

WebEx Teleconference Call-In Information

Call Toll-Free: 1-844-992-4726 Access Code: 2480 712 6379

Documents:

02-06 SPW Agenda.pdf

1. Adopt Resolution And Approve Letter Of Support For RAISE Grant Application For TH 210

Documents:

SPW - Support of RAISE Grant Application.pdf

2. Discussion On 2023-2024 Downtown Snow Removal District

Documents:

SPW - Alternative DTSR Proposal.pdf

3. Discussion On Street Lighting Policy

Documents:

SPW - Street Lighting Policy.pdf

4. Review Draft Ordinance Amendment For Section 320- Administrative Citations

Documents:

SPW - Draft Ordinance.pdf

5. Direction On Active Code Enforcement Cases

Documents:

SPW -Code Cases.pdf

7. Unfinished Business

A. Committee Resignations

Kevin Yeager- Charter Commission and Parking Commission

Rylie Weber- Parking

B. Call For Applicants - Informational

(Application information at www.ci.brainerd.mn.us/boards)

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

Charter Commission – 2 terms (Expire 2026) 2 terms (Expire 2025) 1 term (Expire 2023)

Rental Dwelling License Board of Appeals – 5 terms (Expire 2024)

HRA Board-- 1 term (Expire 2027)

TAC-- 1 term (Expire 2023)

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)

Parking Commission-- 2 terms (Expire 2026)

Planning Commission-- 1 term (Expire 2025)

8. New Business

A. First Reading - Proposed Ordinance 1542-Amending Section 1200 Of The City Code- Sale And Consumption Of Liquor In Public Parks

Documents:

MA -ORD 1542.pdf

B. First Reading – Proposed Ordinance 1543- Amending Section 900.08 Of The City Code- Harboring Of Chickens And Ducks

Documents:

MA - ORD 1543.pdf

C. First Reading – Proposed Ordinance 1544- Amending Section 2014.05 Of The City Code- Use Of Outdoor Power Equipment

Documents:

MA- ORD 1544.pdf

D. First Reading- Proposed Ordinance 1545- Amending Section 1315 Of The City Code- Parking Restrictions During Snow Emergencies

Documents:

MA- ORD 1545.pdf

9. Public Forum

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

10. Staff Reports

(Verbal: Any Updates since Packet)

11. **Mayor's Report**
12. **Council Member Reports**
13. **Adjourn**

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"*

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 0011 - ACE HARDWARE:							
312100 75710	ACE HARDWARE AA BATTERIES 235-3125-42220	01/17/2023 pziemer	02/08/2023	20.69	20.69	Open	N 02/08/2023
	REPAIR & MAINT			20.69			
312088 75711	ACE HARDWARE SUPPLIES - CABLES, BATTERIES, DOOR Stpziemer 101-1800-42210	01/17/2023 pziemer	02/08/2023	62.06	62.06	Open	N 02/08/2023
	OPERATING SUPPLIES			62.06			
312005 75725	ACE HARDWARE CLEANING SUPPLIES 225-2220-42210	01/12/2023 pziemer	02/08/2023	21.58	21.58	Open	N 02/08/2023
	OPERATING SUPPLIES			21.58			
312224 75749	ACE HARDWARE SKATE HELPERS 230-5220-42210	01/24/2023 pziemer	02/08/2023	26.95	26.95	Open	N 02/08/2023
	OPERATING SUPPLIES			26.95			
312321 75939	ACE HARDWARE ANTIFREEZE 225-2220-42210	01/27/2023 pziemer	02/08/2023	21.57	21.57	Open	N 02/08/2023
	OPERATING SUPPLIES			21.57			
312436 76008	ACE HARDWARE TARP - DEPARTMENT USE 225-2120-42220	02/01/2023 pziemer	02/08/2023	32.38	32.38	Open	N 02/08/2023
	REPAIR & MAINT			32.38			
	Total for vendor 0011 - ACE HARDWARE:			185.23	185.23		
Vendor 2670 - AMERICAN STEEL SUPPLY INC:							
113614 75758	AMERICAN STEEL SUPPLY INC SKATE HELPERS - OUTDOOR RINKS 230-5220-42210	01/23/2023 pziemer	02/08/2023	270.00	270.00	Open	N 02/08/2023
	OPERATING SUPPLIES			270.00			
	Total for vendor 2670 - AMERICAN STEEL SUPPLY INC:			270.00	270.00		
Vendor 2846 - AMERICAN WELDING-GAS INC:							
09039579 75649	AMERICAN WELDING-GAS INC WELDER LEAD REPLACEMENT 235-3100-42220	01/12/2023 pziemer	02/08/2023	298.76	298.76	Open	N 02/08/2023
	REPAIR & MAINT			298.76			
	Total for vendor 2846 - AMERICAN WELDING-GAS INC:			298.76	298.76		
Vendor 0039 - ARAMARK UNIFORM SERVICES:							

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 2/43

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
2530096505 75657	ARAMARK UNIFORM SERVICES RUGS AND OVERALLS 235-3100-43430	01/12/2023 pziemer	02/08/2023	81.70	81.70	Open	N 02/08/2023
	MISCELLANEOUS			81.70			
2530098895 75694	ARAMARK UNIFORM SERVICES RUGS AND OVERALLS 235-3100-43430	01/19/2023 pziemer	02/08/2023	113.53	113.53	Open	N 02/08/2023
	MISCELLANEOUS			113.53			
2530101280 75903	ARAMARK UNIFORM SERVICES RUGS AND OVERALLS 235-3100-43430	01/26/2023 pziemer	02/08/2023	81.70	81.70	Open	N 02/08/2023
	MISCELLANEOUS			81.70			
	Total for vendor 0039 - ARAMARK UNIFORM SERVICES:			276.93	276.93		
Vendor 3859 - ASL INTERPRETING SERVICES INC:							
INV-00178-A 75670	ASL INTERPRETING SERVICES INC INTERPRETING SERVICES 225-2120-43300	01/16/2023 pziemer	02/08/2023	62.57	62.57	Open	N 02/08/2023
	PROFESSIONAL SERVICES			62.57			
	Total for vendor 3859 - ASL INTERPRETING SERVICES INC:			62.57	62.57		
Vendor 4179 - ASSET PANDA LLC:							
26158 75909	ASSET PANDA LLC ASSET SOFTWARE 1/30/23-2/28/24 101-1800-43309	01/30/2023 pziemer	02/08/2023	3,312.30	3,312.30	Open	N 02/08/2023
	COMPUTER SUPPORT			2,760.25			
	PREPAID OTHER			552.05			
	Total for vendor 4179 - ASSET PANDA LLC:			3,312.30	3,312.30		
Vendor 2740 - AT&T MOBILITY:							
X02032023 -FD 75974	AT&T MOBILITY ACCT 287312856222 FIRE DEPT PHONES JI 225-2220-43321	01/25/2023 pziemer	02/08/2023	305.84	305.84	Open	N 02/08/2023
	TELEPHONE			305.84			
X02032023/ADM 76000	AT&T MOBILITY 12/16/22-1/25/23 ADM PHONES 101-1400-43321	01/25/2023 pziemer	02/08/2023	99.44	99.44	Open	N 02/08/2023
	TELEPHONE			99.44			
X02032023/CD 76001	AT&T MOBILITY 12/16/22-1/25/23 COM DEV PHONES 101-2400-43321	01/25/2023 pziemer	02/08/2023	149.16	149.16	Open	N 02/08/2023
	TELEPHONE			149.16			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 3/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
X02032023/HR							
76002	AT&T MOBILITY	01/25/2023	02/08/2023	49.72	49.72	Open	N
	12/16/22-1/25/23 HR PHONE	pziemer					02/08/2023
	101-1400-43321 TELEPHONE			49.72			
X02032023/IT							
76003	AT&T MOBILITY	01/25/2023	02/08/2023	175.90	175.90	Open	N
	12/16/22-1/25/23 IT PHONES	pziemer					02/08/2023
	101-1800-43321 TELEPHONE			175.90			
X02032023/PARKS							
76004	AT&T MOBILITY	01/25/2023	02/08/2023	161.12	161.12	Open	N
	12/16/22-1/25/23 PARKS PHONES	pziemer					02/08/2023
	230-5200-43321 TELEPHONE			161.12			
X02032023/STRTS							
76005	AT&T MOBILITY	01/25/2023	02/08/2023	175.90	175.90	Open	N
	12/16/22-1/25/23 STREETS PHONES	pziemer					02/08/2023
	235-3100-43321 TELEPHONE			137.67			
	237-3190-43321 TELEPHONE			38.23			
X02032023/TRNST							
76006	AT&T MOBILITY	01/25/2023	02/08/2023	49.72	49.72	Open	N
	12/16/22-1/25/23 TRANSIT PHONES	pziemer					02/08/2023
	203-9000-43321 TELEPHONE			49.72			
X02032023/ENG							
76007	AT&T MOBILITY	01/25/2023	02/08/2023	275.34	275.34	Open	N
	12/16/22-1/25/23 ENG PHONES	pziemer					02/08/2023
	101-1700-43321 TELEPHONE			275.34			
X02032023/PD							
76009	AT&T MOBILITY	01/25/2023	02/08/2023	2,039.61	2,039.61	Open	N
	COMPUTER SUPPORT/DEPT CELL PHONES	pziemer					02/08/2023
	225-2120-43309 COMPUTER TECHNICAL SUPPORT			802.83			
	225-2120-43321 TELEPHONE			1,236.78			
	Total for vendor 2740 - AT&T MOBILITY:			3,481.75	3,481.75		
Vendor 0745 - BATTERIES PLUS:							
P59058366							
75671	BATTERIES PLUS	01/17/2023	02/08/2023	17.80	17.80	Open	N
	BATTERIES	pziemer					02/08/2023
	225-2120-42210 OPERATING SUPPLIES			17.80			
P58951549							
75726	BATTERIES PLUS	01/13/2023	02/08/2023	9.99	9.99	Open	N
	6V BATTERY	pziemer					02/08/2023
	225-2220-42210 OPERATING SUPPLIES			9.99			
	Total for vendor 0745 - BATTERIES PLUS:			27.79	27.79		

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 2068 - BAXTER POLICE DEPARTMENT:							
1ST QTR 23							
75942	BAXTER POLICE DEPARTMENT	01/31/2023	02/08/2023	1,575.96	1,575.96	Open	N
	REMIT 1ST QTR 23 TZD	pziemer					02/08/2023
	225-0000-20800	DUE TO OTHER GOVT UNITS		1,575.96			
	Total for vendor 2068 - BAXTER POLICE DEPARTMENT:			1,575.96	1,575.96		
Vendor 3600 - BESTUL, STEPHANIE:							
1/23/23							
75756	BESTUL, STEPHANIE	01/23/2023	02/08/2023	34.78	34.78	Open	N
	REIMB: JAN 23 LNL COOKIE SUPPLIES	pziemer					02/08/2023
	278-6515-43430	MISCELLANEOUS		34.78			
	Total for vendor 3600 - BESTUL, STEPHANIE:			34.78	34.78		
Vendor 4076 - BOSER, BRITTNEY:							
1/24/23							
75759	BOSER, BRITTNEY	01/24/2023	02/08/2023	138.86	138.86	Open	N
	MILEAGE FOR MN SHRM CONFERENCE	pziemer					02/08/2023
	101-1400-43330	PROFESSIONAL DEVELOPMENT		138.86			
	Total for vendor 4076 - BOSER, BRITTNEY:			138.86	138.86		
Vendor 3500 - BRAINERD DISPATCH:							
178183917/2023							
75977	BRAINERD DISPATCH	01/30/2023	02/08/2023	250.80	250.80	Open	N
	SUBSCRIPTION RENEWAL	pziemer					02/08/2023
	101-9200-43430	MISCELLANEOUS		250.80			
	Total for vendor 3500 - BRAINERD DISPATCH:			250.80	250.80		
Vendor 0206 - BRAINERD HOUSING AUTHORITY:							
2022 WELLNESS							
75747	BRAINERD HOUSING AUTHORITY	01/24/2023	02/08/2023	2,580.00	2,580.00	Open	N
	REMIT 2022 WELLNESS INCENTIVES	pziemer					12/31/2022
	278-6515-43430	MISCELLANEOUS		2,580.00			
VACAY WINNER							
75814	BRAINERD HOUSING AUTHORITY	01/25/2023	02/08/2023	203.95	203.95	Open	N
	4 HOUR VACATION WELLNESS WINNER	pziemer					02/08/2023
	278-6515-43430	MISCELLANEOUS		203.95			
	Total for vendor 0206 - BRAINERD HOUSING AUTHORITY:			2,783.95	2,783.95		
Vendor 0110 - BRAINERD LAKES AREA CHAMBERS OF COM:							

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 5/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
47349 75721	BRAINERD LAKES AREA CHAMBERS OF COM 2023 SERVICES RENDERED 245-1310-43430 MISCELLANEOUS	01/23/2023 pziemer	02/08/2023	265.00 265.00	265.00	Open	N 02/08/2023
Total for vendor 0110 - BRAINERD LAKES AREA CHAMBERS OF COM:				265.00	265.00		
Vendor 0078 - BRAINERD LAKES AREA DEV C:							
JAN 2023 75980	BRAINERD LAKES AREA DEV C JAN 23 ECONOMIC DEVELOPMENT CONSULTING 295-6510-43300 PROFESSIONAL SERVICES	02/01/2023 pziemer	02/08/2023	2,916.67 2,916.67	2,916.67	Open	N 02/08/2023
Total for vendor 0078 - BRAINERD LAKES AREA DEV C:				2,916.67	2,916.67		
Vendor 0296 - BRAINERD PUBLIC UTILITIES:							
JAN 2032 SPECIAL 75731	BRAINERD PUBLIC UTILITIES REMIT JAN 2023 SPECIAL ASSESSMENTS 101-0000-20850 DUE TO COMPONENT UNIT	01/23/2023 pziemer	02/08/2023	2,037.28 2,037.28	2,037.28	Open	N 02/08/2023
2022 WELLNESS 75746	BRAINERD PUBLIC UTILITIES REMIT 2022 WELLNESS INCENTIVES 278-6515-43430 MISCELLANEOUS	01/18/2023 pziemer	02/08/2023	2,500.00 2,500.00	2,500.00	Open	N 12/31/2022
JAN 23 COBRA 75815	BRAINERD PUBLIC UTILITIES REMIT JAN 2023 COBRA 101-0000-14100 DUE FROM COMPONENT UNIT	01/25/2023 pziemer	02/08/2023	75.55 75.55	75.55	Open	N 02/08/2023
Total for vendor 0296 - BRAINERD PUBLIC UTILITIES:				4,612.83	4,612.83		
Vendor 2072 - BREEZY POINT POLICE DEPARTMENT:							
1ST QTR 23 75943	BREEZY POINT POLICE DEPARTMENT REMIT 1ST QTR 23 TZD 225-0000-20800 DUE TO OTHER GOVT UNITS	01/31/2023 pziemer	02/08/2023	2,360.77 2,360.77	2,360.77	Open	N 02/08/2023
Total for vendor 2072 - BREEZY POINT POLICE DEPARTMENT:				2,360.77	2,360.77		
Vendor 3598 - BS&A SOFTWARE:							
144863 75723	BS&A SOFTWARE BS&A ANNUAL SERVICE/SUPPORT FEE 101-1800-43309 COMPUTER SUPPORT 101-1800-43309 COMPUTER SUPPORT 101-0000-15500 PREPAID EXPENSE	01/23/2023 pziemer	02/08/2023	21,651.00 224.00 19,642.00 1,785.00	21,651.00	Open	N 02/08/2023

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 6/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Total for vendor 3598 - BS&A SOFTWARE:				21,651.00	21,651.00		
Vendor 0102 - CANON FINANCIAL SERVICE:							
29887535 75714	CANON FINANCIAL SERVICE 2/1/23-2/28/23 FD COPIER LEASE 225-2220-43331	01/20/2023 pziemer	02/08/2023	80.69	80.69	Open	N 02/08/2023
	LEASED PAYMENTS			80.69			
29887537 76010	CANON FINANCIAL SERVICE 2/1/23-2/28/23 LIBRARY COPIER CONTRA 211-5505-43430	01/20/2023 pziemer	02/08/2023	77.97	77.97	Open	N 02/08/2023
	MISC - COPY MACHINE PYMTS			77.97			
Total for vendor 0102 - CANON FINANCIAL SERVICE:				158.66	158.66		
Vendor 0447 - CDW GOVERNMENT, INC:							
FZ72333 75697	CDW GOVERNMENT, INC UPS - AIRPORT - TRIPPLITE 1500VA 260-9020-43309	01/06/2023 pziemer	02/08/2023	308.02	308.02	Open	N 02/08/2023
	COMPUTER SUPPORT			308.02			
Total for vendor 0447 - CDW GOVERNMENT, INC:				308.02	308.02		
Vendor 0307 - CENTERPOINT ENERGY:							
92166-0/JAN23-CH 76011	CENTERPOINT ENERGY 12/16/22-1/17/23 CITY HALL & ANNEX 101-1940-43380	01/25/2023 pziemer	02/08/2023	2,212.65	2,212.65	Open	N 02/08/2023
	UTILITIES			1,332.81			
	UTILITIES			879.84			
92166-0/JAN23-STRTS 76012	CENTERPOINT ENERGY 12/16/22-1/17/23 STREET DEPT UTILITIE 235-3100-43380	01/25/2023 pziemer	02/08/2023	2,850.90	2,850.90	Open	N 02/08/2023
	UTILITIES			2,850.90			
92166-0/JAN23-FD 76013	CENTERPOINT ENERGY 12/16/22-1/17/23 FIRE DEPT UTILITIES 225-2220-43380	01/25/2023 pziemer	02/08/2023	1,490.81	1,490.81	Open	N 02/08/2023
	UTILITIES			934.28			
	UTILITIES			556.53			
92166-0/JAN23-PD 76014	CENTERPOINT ENERGY 12/16/22-1/17/23 POLICE DEPT UTILITIE 225-2120-43380	01/25/2023 pziemer	02/08/2023	614.49	614.49	Open	N 02/08/2023
	UTILITIES			614.49			
92166-0/JAN23-LIB 76015	CENTERPOINT ENERGY 12/16/22-1/17/23 LIBRARY UTILITIES	01/25/2023 pziemer	02/08/2023	1,852.17	1,852.17	Open	N 02/08/2023

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 7/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	211-5500-43380 UTILITIES			1,852.17			
92166-0/JAN23-PARKS							
76016	CENTERPOINT ENERGY	12/16/2022	02/08/2023	470.80	470.80	Open	N
	12/16/22-1/17/23 PARKS UTILITIES	pziemer					02/08/2023
	230-5200-43380 UTILITIES			470.80			
	Total for vendor 0307 - CENTERPOINT ENERGY:			9,491.82	9,491.82		
Vendor 1333 - CHAMBERLAIN OIL COMPANY:							
423730-00							
75907	CHAMBERLAIN OIL COMPANY	01/25/2023	02/08/2023	191.40	191.40	Open	N
	DRY GRAPHITE & SUPER PENETRATING OIL	pziemer					02/08/2023
	235-3125-42220 REPAIR & MAINT			191.40			
423521-00							
75908	CHAMBERLAIN OIL COMPANY	01/25/2023	02/08/2023	76.36	76.36	Open	N
	PENETRATING OIL	pziemer					02/08/2023
	235-3125-42220 REPAIR & MAINT			76.36			
421753-00							
75985	CHAMBERLAIN OIL COMPANY	01/04/2023	02/08/2023	788.22	788.22	Open	N
	1540 ENGINE OIL	pziemer					02/08/2023
	235-3100-42220 REPAIR & MAINT			788.22			
	Total for vendor 1333 - CHAMBERLAIN OIL COMPANY:			1,055.98	1,055.98		
Vendor 2069 - CROSBY POLICE DEPARTMENT:							
1ST QTR 23							
75944	CROSBY POLICE DEPARTMENT	01/31/2023	02/08/2023	491.12	491.12	Open	N
	REMIT 1ST QTR 23 TZD	pziemer					02/08/2023
	225-0000-20800 DUE TO OTHER GOVT UNITS			491.12			
	Total for vendor 2069 - CROSBY POLICE DEPARTMENT:			491.12	491.12		
Vendor 4079 - CUSTOM BUILDERS, INC:							
21:16 PAY REQ 7							
75661	CUSTOM BUILDERS, INC	01/16/2023	02/08/2023	132,020.00	132,020.00	Open	N
	IMP 21:16 PAY REQ 7	pziemer					02/08/2023
	401-9030-45530-21:16 CAPITAL-PYMTS TO CONTRACTS			132,020.00			
	Total for vendor 4079 - CUSTOM BUILDERS, INC:			132,020.00	132,020.00		
Vendor 0136 - CWC ATTORNEY:							
ICR 20014588							
75916	CWC ATTORNEY	01/30/2023	02/08/2023	27.00	27.00	Open	N
	ICR 20014588	pziemer					02/08/2023
	224-0000-22800 OTHER LIABILITIES			27.00			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 8/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
ICR 21005053 75919	CWC ATTORNEY ICR 21005053 225-0000-22800	01/30/2023 pziemer	02/08/2023	11.00	11.00	Open	N 02/08/2023
	OTHER LIABILITIES			11.00			
ICR 21005643 75921	CWC ATTORNEY ICR 21005643 225-0000-22800	01/30/2023 pziemer	02/08/2023	11.00	11.00	Open	N 02/08/2023
	OTHER LIABILITIES			11.00			
ICR 21005187 75924	CWC ATTORNEY ICR 21005187 225-0000-22800	01/30/2023 pziemer	02/08/2023	6.00	6.00	Open	N 02/08/2023
	OTHER LIABILITIES			6.00			
ICR 21005389 - AUTO 75925	CWC ATTORNEY ICR 21005389 - VEHICLE 223-0000-22800	01/30/2023 pziemer	02/08/2023	51.00	51.00	Open	N 02/08/2023
	OTHER LIABILITIES			51.00			
ICR 21008407 - AUTO 75927	CWC ATTORNEY ICR 21008407 - VEHICLE 223-0000-22800	01/30/2023 pziemer	02/08/2023	27.00	27.00	Open	N 02/08/2023
	OTHER LIABILITIES			27.00			
ICR 18006558 75929	CWC ATTORNEY ICR 18006558 223-0000-22800	01/30/2023 pziemer	02/08/2023	21.00	21.00	Open	N 02/08/2023
	OTHER LIABILITIES			21.00			
Total for vendor 0136 - CWC ATTORNEY:				154.00	154.00		

Vendor 1919 - CWC LAND DEPARTMENT:

5709 75651	CWC LAND DEPARTMENT WCA 2023 ANNUAL FEE 238-3160-43300	01/13/2023 pziemer	02/08/2023	2,000.00	2,000.00	Open	N 02/08/2023
	PROFESSIONAL SERVICES			2,000.00			
Total for vendor 1919 - CWC LAND DEPARTMENT:				2,000.00	2,000.00		

Vendor 1156 - CWC SHERIFF:

1ST QTR 23 75945	CWC SHERIFF REMIT 1ST QTR 23 TZD 225-0000-20800	01/31/2023 pziemer	02/08/2023	1,381.56	1,381.56	Open	N 02/08/2023
	DUE TO OTHER GOVT UNITS			1,381.56			
Total for vendor 1156 - CWC SHERIFF:				1,381.56	1,381.56		

Vendor 0921 - DONDELINGER'S:

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 9/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
129795 75975	DONDELINGER'S SQD 436 - OIL LEAK REPAIR 225-2120-42221	01/31/2023 pziemer	02/08/2023	103.15 103.15	103.15	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			103.15			
	Total for vendor 0921 - DONDELINGER'S:			103.15	103.15		
Vendor 4089 - EAGLE ENGRAVING INC:							
2023-0568 75727	EAGLE ENGRAVING INC TEAM TAGS 225-2220-42210	01/18/2023 pziemer	02/08/2023	49.00 49.00	49.00	Open	N 02/08/2023
	OPERATING SUPPLIES			49.00			
	Total for vendor 4089 - EAGLE ENGRAVING INC:			49.00	49.00		
Vendor 3800 - ENVIROTECH:							
68321/CH 75904	ENVIROTECH FEB 2023 CITY HALL JANITORIAL 101-1940-43300	01/30/2023 pziemer	02/08/2023	1,890.71 1,890.71	1,890.71	Open	N 02/08/2023
	PROFESSIONAL SERVICES			1,890.71			
68321/FD 75905	ENVIROTECH FEB 2023 FIRE DEPT JANITORIAL 225-2220-43300	01/30/2023 pziemer	02/08/2023	254.95 254.95	254.95	Open	N 02/08/2023
	PROFESSIONAL SERVICES			254.95			
68321/PD 75906	ENVIROTECH FEB 2023 POLICE DEPT JANITORIAL 225-2120-43300	01/30/2023 pziemer	02/08/2023	1,344.39 1,344.39	1,344.39	Open	N 02/08/2023
	PROFESSIONAL SERVICES			1,344.39			
68321/STRTS 75912	ENVIROTECH STREET DEPT FEB 2023 JANITORIAL 235-3100-43300	01/30/2023 pziemer	02/08/2023	254.95 254.95	254.95	Open	N 02/08/2023
	PROFESSIONAL SERVICES			254.95			
	Total for vendor 3800 - ENVIROTECH:			3,745.00	3,745.00		
Vendor 1815 - F.I.R.E. CROSSLAKE:							
5983 75951	F.I.R.E. CROSSLAKE CPR CERTIFICATION 225-2220-43330	01/30/2023 pziemer	02/08/2023	2,040.00 2,040.00	2,040.00	Open	N 02/08/2023
	PROFESSIONAL DEVELOPMENT			2,040.00			
5981 75952	F.I.R.E. CROSSLAKE ICS 300 400 225-2220-43330	01/30/2023 pziemer	02/08/2023	3,000.00 3,000.00	3,000.00	Open	N 02/08/2023
	PROFESSIONAL DEVELOPMENT			3,000.00			
	Total for vendor 1815 - F.I.R.E. CROSSLAKE:			5,040.00	5,040.00		

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 0071 - FORUM COMMUNICATIONS COMPANY:							
148798-1 75654	FORUM COMMUNICATIONS COMPANY NOH: ORD 1540 - INTERIM MORATORIUM 101-9200-43350	01/07/2023 pziemer	02/08/2023	199.92 199.92	199.92	Open	N 02/08/2023
166584-1 75954	FORUM COMMUNICATIONS COMPANY NOH: ORD 1541 AMEND RESTRICTING DEMO 101-9200-43350	01/24/2023 pziemer	02/08/2023	162.69 162.69	162.69	Open	N 02/08/2023
170420-1 75982	FORUM COMMUNICATIONS COMPANY NOHL HWY 210 PUBLIC COMMENT 101-9200-43350	01/23/2023 pziemer	02/08/2023	24.07 24.07	24.07	Open	N 02/08/2023
Total for vendor 0071 - FORUM COMMUNICATIONS COMPANY:				386.68	386.68		
Vendor 0008 - GENERATOR POWER SYSTEMS:							
26238 75700	GENERATOR POWER SYSTEMS GENERATOR MAINTENANCE 225-2120-42220	01/13/2023 pziemer	02/08/2023	147.95 147.95	147.95	Open	N 02/08/2023
26225 75728	GENERATOR POWER SYSTEMS RESET BREAKER -GENERATOR 225-2220-42221	01/06/2023 pziemer	02/08/2023	130.00 130.00	130.00	Open	N 02/08/2023
Total for vendor 0008 - GENERATOR POWER SYSTEMS:				277.95	277.95		
Vendor 2673 - H & L MESABI COMPANY:							
1/24/23 75900	H & L MESABI COMPANY CARBIDE BLADES 235-3100-42220	01/24/2023 pziemer	02/08/2023	3,920.00 3,920.00	3,920.00	Open	N 02/08/2023
Total for vendor 2673 - H & L MESABI COMPANY:				3,920.00	3,920.00		
Vendor 0200 - HEARTLAND ANIMAL RESCUE:							
JAN 2023 75987	HEARTLAND ANIMAL RESCUE JAN 2023 BOARDING/ADMIN 225-2700-43430 225-2700-43300	01/31/2023 pziemer	02/08/2023	3,105.33 1,186.00 1,919.33	3,105.33	Open	N 02/08/2023
Total for vendor 0200 - HEARTLAND ANIMAL RESCUE:				3,105.33	3,105.33		
Vendor 0209 - HEARTLAND TIRE INC.:							

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 11/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
3037840 75673	HEARTLAND TIRE INC. SQD 442 - TIRE REPAIR 225-2120-42221	01/17/2023 pziemer	02/08/2023	37.55	37.55	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			37.55			
	Total for vendor 0209 - HEARTLAND TIRE INC.:			37.55	37.55		

Vendor 0201 - HEARTLAND TIRE SERVICE INC:

15021882 75953	HEARTLAND TIRE SERVICE INC TRUCK 102 TIRE REPAIR 235-3100-42220	01/27/2023 pziemer	02/08/2023	44.80	44.80	Open	N 02/08/2023
	REPAIR & MAINT			44.80			
15021886 75984	HEARTLAND TIRE SERVICE INC GRADER 112 TIRE REPAIR 235-3125-42220	01/30/2023 pziemer	02/08/2023	280.80	280.80	Open	N 02/08/2023
	REPAIR & MAINT			280.80			
15021822 75986	HEARTLAND TIRE SERVICE INC TRUCK 109 TIRE REPLACEMENT 235-3125-42220	01/19/2023 pziemer	02/08/2023	982.79	982.79	Open	N 02/08/2023
	REPAIR & MAINT			982.79			
	Total for vendor 0201 - HEARTLAND TIRE SERVICE INC:			1,308.39	1,308.39		

Vendor 3202 - INNOVATIVE OFFICE SOLUTIONS LLC:

IN4069583 75701	INNOVATIVE OFFICE SOLUTIONS LLC MEMO BOOKS/LEGAL PADS, EVIDENCE LABELS 225-2120-42200	01/20/2023 pziemer	02/08/2023	87.52	87.52	Open	N 02/08/2023
	OFFICE SUPPLIES			19.78			
	225-2120-42210			31.50			
	225-2120-42220			36.24			
IN4079112 75955	INNOVATIVE OFFICE SOLUTIONS LLC TONER 225-2220-42200	01/30/2023 pziemer	02/08/2023	67.99	67.99	Open	N 02/08/2023
	OFFICE SUPPLIES			67.99			
	Total for vendor 3202 - INNOVATIVE OFFICE SOLUTIONS LLC:			155.51	155.51		

Vendor 3488 - JEFFERSON FIRE & SAFETY:

IN148243 75729	JEFFERSON FIRE & SAFETY TURNOUT GEAR 225-2220-42250	01/11/2023 pziemer	02/08/2023	6,900.91	6,900.91	Open	N 02/08/2023
	PERSONAL PROTECTIVE GEAR			6,900.91			
	Total for vendor 3488 - JEFFERSON FIRE & SAFETY:			6,900.91	6,900.91		

Vendor 3545 - KITCHIGAMI REGIONAL LIBRARY - CC:

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 12/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
3545 75820	KITCHIGAMI REGIONAL LIBRARY - CC 12/28/22-1/11/23 REMIT LIB CC CHARGEspziemer 211-0000-20800	01/12/2023	02/08/2023	141.00	141.00	Open	N 02/08/2023
	DUE TO OTHER GOVT UNITS			141.00			
1/18/23 75821	KITCHIGAMI REGIONAL LIBRARY - CC WINTER READING PROGRAM INCENTIVES 211-5501-43430	01/18/2023 pziemer	02/08/2023	159.10	159.10	Open	N 02/08/2023
	MISC - SPECIFIED DONATION USE			159.10			
	Total for vendor 3545 - KITCHIGAMI REGIONAL LIBRARY - CC:			300.10	300.10		
Vendor 0223 - L & M STEEL:							
037589 75967	L & M STEEL LOADER PUSH PLOW REINFORCEMENT STEEL pziemer 235-3125-42220	01/30/2023	02/08/2023	35.39	35.39	Open	N 02/08/2023
	REPAIR & MAINT			35.39			
	Total for vendor 0223 - L & M STEEL:			35.39	35.39		
Vendor 3469 - LAKES AREA MAT SERVICE INC:							
20230131 #520 75968	LAKES AREA MAT SERVICE INC POLICE DEPT FLOOR MATS 225-2120-43300	01/31/2023 pziemer	02/08/2023	42.92	42.92	Open	N 02/08/2023
	PROFESSIONAL SERVICES			42.92			
20230117 #520 75969	LAKES AREA MAT SERVICE INC POLICE DEPT FLOOR MATS 225-2120-43300	01/17/2023 pziemer	02/08/2023	42.92	42.92	Open	N 02/08/2023
	PROFESSIONAL SERVICES			42.92			
20230103 #520 75970	LAKES AREA MAT SERVICE INC POLICE DEPT FLOOR MATS 225-2120-43300	01/03/2023 pziemer	02/08/2023	42.92	42.92	Open	N 02/08/2023
	PROFESSIONAL SERVICES			42.92			
20230131 #522 75971	LAKES AREA MAT SERVICE INC CITY HALL FLOOR MATS 101-1940-43410	01/31/2023 pziemer	02/08/2023	44.08	44.08	Open	N 02/08/2023
	RENTAL EXPENSE			44.08			
20230103 #522 75972	LAKES AREA MAT SERVICE INC CITY HALL FLOOR MATS 101-1940-43410	01/03/2023 pziemer	02/08/2023	44.08	44.08	Open	N 02/08/2023
	RENTAL EXPENSE			44.08			
20230117 #522 75973	LAKES AREA MAT SERVICE INC CITY HALL FLOOR MATS 101-1940-43410	01/17/2023 pziemer	02/08/2023	44.08	44.08	Open	N 02/08/2023
	RENTAL EXPENSE			44.08			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 13/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Total for vendor 3469 - LAKES AREA MAT SERVICE INC:				261.00	261.00		
Vendor 3627 - LAKES AREA WILDLIFE CONTROL:							
JAN 2023 75659	LAKES AREA WILDLIFE CONTROL JAN 23 ANIMAL CONTROL CONTRACT 225-2700-43300	01/17/2023 pziemer	02/08/2023	3,076.00	3,076.00	Open	N 02/08/2023
Total for vendor 3627 - LAKES AREA WILDLIFE CONTROL:				3,076.00	3,076.00		
Vendor 2308 - LHB INC.:							
190190.01-3 75966	LHB INC. BRD HISTORIC WATER TOWER THRU 12/31/ 400-1481-43300	01/13/2023 pziemer	02/08/2023	6,125.00	6,125.00	Open	N 12/31/2022
Total for vendor 2308 - LHB INC.:				6,125.00	6,125.00		
Vendor 0237 - LOCATORS - SUPPLIES INC:							
0304870-IN 75754	LOCATORS - SUPPLIES INC GRADER 113 STROBE LIGHT 235-3125-42220	01/23/2023 pziemer	02/08/2023	252.35	252.35	Open	N 02/08/2023
REPAIR & MAINT				252.35			
0304871-IN 75755	LOCATORS - SUPPLIES INC ROAD CONES 235-3170-42210	01/23/2023 pziemer	02/08/2023	1,493.35	1,493.35	Open	N 02/08/2023
Total for vendor 0237 - LOCATORS - SUPPLIES INC:				1,493.35	1,493.35		
Total for vendor 0237 - LOCATORS - SUPPLIES INC:				1,745.70	1,745.70		
Vendor 3306 - LYONS, JASON:							
1/31/23 75960	LYONS, JASON 2023 BOOT REIMBURSEMENT 230-5200-42210	01/31/2023 pziemer	02/08/2023	62.99	62.99	Open	N 02/08/2023
Total for vendor 3306 - LYONS, JASON:				62.99	62.99		
Vendor 2141 - M&M EXPRESS SALES & SERVICE:							
427299 75941	M&M EXPRESS SALES & SERVICE E23 CHAINSAW 404-9055-45500	01/27/2023 pziemer	02/08/2023	659.99	659.99	Open	N 02/08/2023
BUILDING CAPITAL				659.99			
215514 75978	M&M EXPRESS SALES & SERVICE CHAINS	01/27/2023 pziemer	02/08/2023	146.26	146.26	Open	N 02/08/2023

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 14/43

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	225-2220-42210	OPERATING SUPPLIES		146.26			
	Total for vendor 2141 - M&M EXPRESS SALES & SERVICE:			806.25	806.25		
Vendor 1753 - MARCO:							
INV10770153 75668	MARCO	01/12/2023	02/08/2023	2,540.00	2,540.00	Open	N
	CISCO NETWORK SWITCH - AIRPORT	pziemer					02/08/2023
	260-9020-43309	COMPUTER SUPPORT		2,540.00			
INV10771166 75693	MARCO	01/12/2023	02/08/2023	33.75	33.75	Open	N
	MARCO SERVICE CALL - PD COPIER - 1/11/23	pziemer					02/08/2023
	101-1800-43300	PROFESSIONAL SERVICES		33.75			
INV10781267 75698	MARCO	01/16/2023	02/08/2023	2,138.40	2,138.40	Open	N
	CISCO UMBRELLA LICENSES - QTY 80	pziemer					02/08/2023
	101-1800-43309	COMPUTER SUPPORT		2,138.40			
INV10793235 75718	MARCO	01/19/2023	02/08/2023	1,128.12	1,128.12	Open	N
	UNIFY IT - EDR+SIEM 1/19-2/18/23	pziemer					02/08/2023
	101-1800-43309	COMPUTER SUPPORT		1,128.12			
INV10789702 75719	MARCO	01/18/2023	02/08/2023	345.00	345.00	Open	N
	MARCO - ALGO DOOR RELAYS - QTY 2	pziemer					02/08/2023
	101-1800-42210	OPERATING SUPPLIES		345.00			
INV10810108 75899	MARCO	01/24/2023	02/08/2023	2,312.00	2,312.00	Open	N
	MICROSOFT 365 12/16/22-1/15/23	pziemer					02/08/2023
	101-1800-43309	COMPUTER SUPPORT		2,312.00			
INV10805030 75901	MARCO	01/23/2023	02/08/2023	6,421.70	6,421.70	Open	N
	CISCO FIREWALL THREAT DEFENSE 1/31/23	pziemer					02/08/2023
	101-1800-43309	COMPUTER SUPPORT		5,886.56			
	101-0000-15510	PREPAID OTHER		535.14			
	Total for vendor 1753 - MARCO:			14,918.97	14,918.97		
Vendor 0889 - MENARDS - BAXTER:							
89784 75696	MENARDS - BAXTER	01/10/2023	02/08/2023	27.19	27.19	Open	N
	THERMOSTAT	pziemer					02/08/2023
	230-5200-42220	REPAIR & MAINT		27.19			
	Total for vendor 0889 - MENARDS - BAXTER:			27.19	27.19		

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 15/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 3889 - MID-AM TEXTILES, INC:							
1/18/23							
75720	MID-AM TEXTILES, INC	01/18/2023	02/08/2023	156.00	156.00	Open	N
	SHOP TOWELS	pziemer					02/08/2023
	235-3100-42220	REPAIR & MAINT		156.00			
	Total for vendor 3889 - MID-AM TEXTILES, INC:			156.00	156.00		
Vendor 0926 - MINNESOTA T'S:							
SH 51815							
75717	MINNESOTA T'S	01/19/2023	02/08/2023	2,304.00	2,304.00	Open	N
	POND HOCKEY JERSEYS	pziemer					02/08/2023
	230-5209-42210	OPERATING SUPPLIES		2,304.00			
	Total for vendor 0926 - MINNESOTA T'S:			2,304.00	2,304.00		
Vendor 0445 - MN FIRE SERVICE CERTIFICATION BOARD:							
10793							
75940	MN FIRE SERVICE CERTIFICATION BOARD	01/23/2023	02/08/2023	1,008.00	1,008.00	Open	N
	FF I AND II CERTIFICATIONS	pziemer					02/08/2023
	225-2220-43330	PROFESSIONAL DEVELOPMENT		1,008.00			
	Total for vendor 0445 - MN FIRE SERVICE CERTIFICATION BOARD:			1,008.00	1,008.00		
Vendor 1142 - MN PUBLIC TRANSIT ASSOC:							
2304							
75712	MN PUBLIC TRANSIT ASSOC	01/03/2023	02/08/2023	830.00	830.00	Open	N
	2023 MEMBERSHIP DUES	pziemer					02/08/2023
	203-9000-43433	DUES & SUBSCRIPTIONS		830.00			
	Total for vendor 1142 - MN PUBLIC TRANSIT ASSOC:			830.00	830.00		
Vendor 0586 - MN STATE TREASURER:							
ICR 20014588							
75917	MN STATE TREASURER	01/30/2023	02/08/2023	13.50	13.50	Open	N
	ICR 20014588	pziemer					02/08/2023
	224-0000-22800	OTHER LIABILITIES		13.50			
ICR 21005053							
75920	MN STATE TREASURER	01/30/2023	02/08/2023	5.50	5.50	Open	N
	ICR 21005053	pziemer					02/08/2023
	225-0000-22800	OTHER LIABILITIES		5.50			
ICR 21005643							
75922	MN STATE TREASURER	01/30/2023	02/08/2023	5.50	5.50	Open	N
	ICR 21005643	pziemer					02/08/2023
	225-0000-22800	OTHER LIABILITIES		5.50			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 16/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
ICR 21005187 75923	MN STATE TREASURER ICR 21005187 225-0000-22800	01/30/2023 pziemer	02/08/2023	3.00	3.00	Open	N 02/08/2023
	OTHER LIABILITIES			3.00			
ICR 21005389 - AUTO 75926	MN STATE TREASURER ICR 21005389 - VEHICLE 223-0000-22800	01/30/2023 pziemer	02/08/2023	25.50	25.50	Open	N 02/08/2023
	OTHER LIABILITIES			25.50			
ICR 21008407 - AUTO 75928	MN STATE TREASURER ICR 21008407 - VEHICLE 223-0000-22800	01/30/2023 pziemer	02/08/2023	13.50	13.50	Open	N 02/08/2023
	OTHER LIABILITIES			13.50			
ICR 18006558 75930	MN STATE TREASURER ICR 18006558 223-0000-22800	01/30/2023 pziemer	02/08/2023	10.50	10.50	Open	N 02/08/2023
	OTHER LIABILITIES			10.50			
Total for vendor 0586 - MN STATE TREASURER:				77.00	77.00		

Vendor 1021 - MOTOROLA:

1411002262 75702	MOTOROLA EVIDENCE LIBRARY STORAGE 224-2150-42210	01/20/2023 pziemer	02/08/2023	691.08	691.08	Open	N 12/31/2022
	OPERATING SUPPLIES			691.08			
Total for vendor 1021 - MOTOROLA:				691.08	691.08		

Vendor 3168 - MOTORS-N-MORE:

29651 75674	MOTORS-N-MORE SQD 442 - OIL CHANGE 225-2120-42221	01/13/2023 pziemer	02/08/2023	23.00	23.00	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			23.00			
29652 75675	MOTORS-N-MORE SQD 443 - OIL CHANGE 225-2120-42221	01/13/2023 pziemer	02/08/2023	23.00	23.00	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			23.00			
29654 75703	MOTORS-N-MORE SQD 432 - SEAT BELT BUCKLE & FRONT Dlpziemer 225-2120-42221	01/19/2023 pziemer	02/08/2023	667.97	667.97	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			667.97			
29664 75750	MOTORS-N-MORE SQD 431 - DOOR MIRROR AND CHECK BRAKEpziemer 225-2120-42221	01/20/2023 pziemer	02/08/2023	725.45	725.45	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			725.45			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 17/43

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
29675 75976	MOTORS-N-MORE SQD 431 - BRAKE PADS 225-2120-42221	01/30/2023 pziemer	02/08/2023	539.21	539.21	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			539.21			
29678 76017	MOTORS-N-MORE SQD 437 OIL CHANGE 225-2120-42221	02/02/2023 pziemer	02/08/2023	23.00	23.00	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			23.00			
29679 76018	MOTORS-N-MORE SQD 433 - OIL CHANGE 225-2120-42221	02/02/2023 pziemer	02/08/2023	23.00	23.00	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			23.00			
Total for vendor 3168 - MOTORS-N-MORE:				2,024.63	2,024.63		

Vendor 0273 - NAPA AUTO PARTS:

573251 75650	NAPA AUTO PARTS CIRCUIT TESTER 235-3100-42240	01/10/2023 pziemer	02/08/2023	122.55	122.55	Open	N 02/08/2023
	SMALL TOOLS			122.55			
576354 75715	NAPA AUTO PARTS HYDRAULIC HOSE FITTINGS 235-3125-42220	01/23/2023 pziemer	02/08/2023	121.50	121.50	Open	N 02/08/2023
	REPAIR & MAINT			121.50			
576340 75724	NAPA AUTO PARTS 7 PIECE SLIM WRENCH SET 235-3100-42240	01/23/2023 pziemer	02/08/2023	125.99	125.99	Open	N 02/08/2023
	SMALL TOOLS			125.99			
576355 75812	NAPA AUTO PARTS HYDRAULIC HOSE FITTINGS 235-3125-42220	01/23/2023 pziemer	02/08/2023	59.98	59.98	Open	N 02/08/2023
	REPAIR & MAINT			59.98			
576916 75813	NAPA AUTO PARTS PIPE WRENCH 237-3190-42240	01/25/2023 pziemer	02/08/2023	52.99	52.99	Open	N 02/08/2023
	SMALL TOOLS			52.99			
Total for vendor 0273 - NAPA AUTO PARTS:				483.01	483.01		

Vendor 0427 - NISSWA POLICE DEPT:

1ST QTR 23 75946	NISSWA POLICE DEPT REMIT 1ST QTR 23 TZD 225-0000-20800	01/31/2023 pziemer	02/08/2023	2,970.59	2,970.59	Open	N 02/08/2023
	DUE TO OTHER GOVT UNITS			2,970.59			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 18/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Total for vendor 0427 - NISSWA POLICE DEPT:				2,970.59	2,970.59		
Vendor 0736 - NORTHLAND FIRE PROTECTION:							
52171							
75722	NORTHLAND FIRE PROTECTION	01/02/2023	02/08/2023	186.70	186.70	Open	N
	PD - RECHARGE EXTINGUISHERS	pziemer					02/08/2023
	225-2120-42209	SAFETY EQUIPMENT SUPPLIES		186.70			
Total for vendor 0736 - NORTHLAND FIRE PROTECTION:				186.70	186.70		
Vendor 2064 - NUSS TRUCK & EQUIPMENT:							
3264073P							
75748	NUSS TRUCK & EQUIPMENT	01/23/2023	02/08/2023	31.71	31.71	Open	N
	TRUCK 105 COLLANT FILLER CAP	pziemer					02/08/2023
	235-3125-42220	REPAIR & MAINT		31.71			
Total for vendor 2064 - NUSS TRUCK & EQUIPMENT:				31.71	31.71		
Vendor 0284 - OFFICE SHOP:							
1122516-0							
75695	OFFICE SHOP	01/17/2023	02/06/2023	14.96	14.96	Open	N
	3 MONTH CALENDAR	pziemer					02/08/2023
	101-1940-42200	OFFICE SUPPLIES		14.96			
Total for vendor 0284 - OFFICE SHOP:				14.96	14.96		
Vendor 2137 - O'REILLY AUTOMOTIVE STORES INC.:							
1647-172772							
75751	O'REILLY AUTOMOTIVE STORES INC.	01/23/2023	02/08/2023	50.60	50.60	Open	N
	SQD 431 - HEADLIGHTS	pziemer					02/08/2023
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		50.60			
Total for vendor 2137 - O'REILLY AUTOMOTIVE STORES INC.:				50.60	50.60		
Vendor 0501 - PAUL BAERTSCHI:							
1/10/23							
75704	PAUL BAERTSCHI	01/10/2023	02/08/2023	170.00	170.00	Open	N
	2023 MN POLICE BRIEFS	pziemer					02/08/2023
	225-2120-43433	DUES & SUBSCRIPTIONS		170.00			
Total for vendor 0501 - PAUL BAERTSCHI:				170.00	170.00		
Vendor 2073 - PEQUOT LAKES POLICE DEPARTMENT:							
1ST QTR 23							
75947	PEQUOT LAKES POLICE DEPARTMENT	01/31/2023	02/08/2023	1,534.17	1,534.17	Open	N
	REMIT 1ST QTR 23 TZD	pziemer					02/08/2023
	225-0000-20800	DUE TO OTHER GOVT UNITS		1,534.17			

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	Total for vendor 2073 - PEQUOT LAKES POLICE DEPARTMENT:			1,534.17	1,534.17		
Vendor 3640 - PULSEPOINT FOUNDATION:							
12286							
75999	PULSEPOINT FOUNDATION	02/01/2023	02/08/2023	8,000.00	8,000.00	Open	N
	4/14/23-4/13/24 ANNUAL PULSEPOINT	pziemer					02/08/2023
	404-9055-43430 MISCELLANEOUS			8,000.00			
	Total for vendor 3640 - PULSEPOINT FOUNDATION:			8,000.00	8,000.00		
Vendor 4172 - RDO EQUIPMENT CO:							
P0650203							
75691	RDO EQUIPMENT CO	01/13/2023	02/08/2023	203.49	203.49	Open	N
	CHIPPER TEETH FOR STUMP GRINDER	pziemer					02/08/2023
	230-5200-42220 REPAIR & MAINT			203.49			
	Total for vendor 4172 - RDO EQUIPMENT CO:			203.49	203.49		
Vendor 4173 - ROB MUELLER ELECTRIC:							
1034							
75708	ROB MUELLER ELECTRIC	01/19/2023	02/08/2023	4,690.00	4,690.00	Open	N
	STREET GARAGE INTERIOR LIGHTS	pziemer					02/08/2023
	235-3100-42220 REPAIR & MAINT			4,690.00			
1041							
75819	ROB MUELLER ELECTRIC	01/26/2023	02/08/2023	959.00	959.00	Open	N
	STREET GARAGE EXTERIOR WALL LIGHTING	pziemer					02/08/2023
	235-3100-42220 REPAIR & MAINT			959.00			
	Total for vendor 4173 - ROB MUELLER ELECTRIC:			5,649.00	5,649.00		
Vendor 3768 - SADUSKY RENOVATIONS:							
56							
75959	SADUSKY RENOVATIONS	01/31/2023	02/08/2023	7,809.94	7,809.94	Open	N
	1/18-1/25 JAN 2023 INSPECTION SERVICE	pziemer					02/08/2023
	101-2400-43300 PROFESSIONAL SERVICES			7,809.94			
	Total for vendor 3768 - SADUSKY RENOVATIONS:			7,809.94	7,809.94		
Vendor MISC - SANDRA CHUEY:							
ICR 23000205							
75672	SANDRA CHUEY	01/17/2023	02/08/2023	25.00	25.00	Open	N
	REFUND OVERPAYMENT PARKING TICKET	pziemer					02/08/2023
	225-2120-35102 PARKING FINES			25.00			
	Total for vendor MISC - SANDRA CHUEY:			25.00	25.00		
Vendor 3612 - SEVERSON PORTER LAW:							

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 20/43

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
JAN 2023							
75660	SEVERSON PORTER LAW JAN 23 PROSECUTION AGREEMENT 225-2127-43310	01/17/2023 pziemer	02/08/2023	18,333.33	18,333.33	Open	N 02/08/2023
	MISDEMEANOR PROSECUTOR			18,333.33			
ICR 21005790							
75918	SEVERSON PORTER LAW ICR 21005790 224-0000-22800	01/30/2023 pziemer	02/08/2023	16.50	16.50	Open	N 02/08/2023
	OTHER LIABILITIES			16.50			
	Total for vendor 3612 - SEVERSON PORTER LAW:			18,349.83	18,349.83		
Vendor 0317 - SHORT ELLIOTT HENDRICKSON:							
439375							
75658	SHORT ELLIOTT HENDRICKSON 19-02 CLST CONSTRUCTION 401-1902-43300	01/15/2023 pziemer	02/08/2023	4,589.12	4,589.12	Open	N 02/08/2023
	PROFESSIONAL SERVICES			4,589.12			
440328							
75669	SHORT ELLIOTT HENDRICKSON IMP 20-07 BRD MN I&I SEWER STUDY 401-9030-43300-20:07	01/16/2023 pziemer	02/08/2023	11,083.62	11,083.62	Open	N 02/08/2023
	PROFESSIONAL SERVICES			11,083.62			
	Total for vendor 0317 - SHORT ELLIOTT HENDRICKSON:			15,672.74	15,672.74		
Vendor 3138 - ST. LOUIS MRO INC.:							
57071							
75716	ST. LOUIS MRO INC. QTY 1 BACKGROUND TEST 101-2400-43300	01/01/2023 pziemer	02/08/2023	24.50	24.50	Open	N 02/08/2023
	PROFESSIONAL SERVICES			24.50			
	Total for vendor 3138 - ST. LOUIS MRO INC.:			24.50	24.50		
Vendor 2589 - STAPLES ADVANTAGE:							
3527408497							
75676	STAPLES ADVANTAGE MARKERS AND POST IT NOTES 225-2120-42200	01/07/2023 pziemer	02/08/2023	22.57	22.57	Open	N 02/08/2023
	OFFICE SUPPLIES			22.57			
3527408498							
75677	STAPLES ADVANTAGE EVIDENCE STORAGE BOXES 225-2120-42210	01/07/2023 pziemer	02/08/2023	86.82	86.82	Open	N 02/08/2023
	OPERATING SUPPLIES			86.82			
3527915144							
75705	STAPLES ADVANTAGE CREDIT FOR PRODUCT NOT RECEIVED 225-2120-42200	01/14/2023 pziemer	02/08/2023	(22.57)	(22.57)	Open	N 02/08/2023
	OFFICE SUPPLIES			(22.57)			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 21/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
3527915145 75706	STAPLES ADVANTAGE SCISSORS 225-2120-42200	01/14/2023 pziemer	02/08/2023	16.56	16.56	Open	N 02/08/2023
	OFFICE SUPPLIES			16.56			
3526214018 75709	STAPLES ADVANTAGE SCISSORS, MARKERS, POST-IT NOTES 225-2120-42200	12/24/2022 pziemer	02/08/2023	39.13	39.13	Open	N 12/31/2022
	OFFICE SUPPLIES			39.13			
3528419321 75752	STAPLES ADVANTAGE CREDIT FOR PRODUCT NOT RECEIVED 225-2120-42200	01/21/2023 pziemer	02/08/2023	(16.56)	(16.56)	Open	N 02/08/2023
	OFFICE SUPPLIES			(16.56)			
3528419322 75948	STAPLES ADVANTAGE PRINTER & MOBILE PRINTER PAPER 225-2120-42200	01/21/2023 pziemer	02/08/2023	494.15	494.15	Open	N 02/08/2023
	OFFICE SUPPLIES			494.15			
	Total for vendor 2589 - STAPLES ADVANTAGE:			620.10	620.10		

Vendor 4180 - STARRY ELECTRIC INC:

6785 75956	STARRY ELECTRIC INC MMP-HOCKEY RINK LIGHTS TROUBLESHOOT 230-5200-42220	01/30/2023 pziemer	02/08/2023	420.00	420.00	Open	N 02/08/2023
	REPAIR & MAINT			420.00			
	Total for vendor 4180 - STARRY ELECTRIC INC:			420.00	420.00		

Vendor 0322 - STREICHERS PROF EQUIP:

I1610585 75678	STREICHERS PROF EQUIP 771 - CSO UNIFORM SHIRT 225-2121-41113	01/11/2023 pziemer	02/08/2023	56.98	56.98	Open	N 02/08/2023
	UNIFORM ALLOWANCE			56.98			
I1612130 75913	STREICHERS PROF EQUIP 716 - UNIFORM PANTS 225-2120-41113	01/19/2023 pziemer	02/08/2023	69.99	69.99	Open	N 02/08/2023
	UNIFORM ALLOWANCE			69.99			
I1612530 75914	STREICHERS PROF EQUIP ENTRY RAM 225-2131-42210	01/23/2023 pziemer	02/08/2023	325.00	325.00	Open	N 02/08/2023
	OPERATING SUPPLIES			325.00			
I1612652 75915	STREICHERS PROF EQUIP 727 - UNIFORM PANTS 225-2120-41113	01/23/2023 pziemer	02/08/2023	212.97	212.97	Open	N 02/08/2023
	UNIFORM ALLOWANCE			212.97			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
I1613387 75949	STREICHERS PROF EQUIP RIFLE SCOPE 225-2120-41113	01/26/2023 pziemer	02/08/2023	478.98	478.98	Open	N 02/08/2023
	UNIFORM ALLOWANCE			478.98			
	Total for vendor 0322 - STREICHERS PROF EQUIP:			1,143.92	1,143.92		
Vendor 3838 - SWANSON HASKAMP CONSULTING:							
JAN 2023 75979	SWANSON HASKAMP CONSULTING JAN 23 ECONOMIC DEVELOPMENT CONSULTING 295-6510-43300	02/01/2023 pziemer	02/08/2023	2,916.67	2,916.67	Open	N 02/08/2023
	PROFESSIONAL SERVICES			2,916.67			
	Total for vendor 3838 - SWANSON HASKAMP CONSULTING:			2,916.67	2,916.67		
Vendor 0408 - TOWMASTER:							
456577 75963	TOWMASTER ELBOW CAST 235-3125-42220	01/26/2023 pziemer	02/08/2023	82.18	82.18	Open	N 02/08/2023
	TRUCK 105 TARP FITTING			82.18			
	Total for vendor 0408 - TOWMASTER:			82.18	82.18		
Vendor 3468 - TRI-STATE BOBCAT:							
A12658 75652	TRI-STATE BOBCAT BOBCAT PARTS 235-3100-42220	12/01/2022 pziemer	02/08/2023	398.00	398.00	Open	N 12/31/2022
	WOOD CHIPPER BLADES			398.00			
	Total for vendor 3468 - TRI-STATE BOBCAT:			398.00	398.00		
Vendor 2924 - VERIZON WIRELESS:							
9926029298 75965	VERIZON WIRELESS 12/24-1/23 PARKS PHONE 230-5200-43321	01/23/2023 pziemer	02/08/2023	40.01	40.01	Open	N 02/08/2023
	TELEPHONE			40.01			
	Total for vendor 2924 - VERIZON WIRELESS:			40.01	40.01		
Vendor 4013 - VERIZON WIRELESS - VSAT:							
9022312898 75707	VERIZON WIRELESS - VSAT 22017333 - DATA FEE 225-2120-42210	01/13/2023 pziemer	02/08/2023	50.00	50.00	Open	N 02/08/2023
	OPERATING SUPPLIES			50.00			
	Total for vendor 4013 - VERIZON WIRELESS - VSAT:			50.00	50.00		
Vendor 0087 - VISIT BRAINERD:							

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 23/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
DECEMBER 2022							
75653	VISIT BRAINERD REMIT DEC 22 LODGING TAX 101-9200-43340	12/01/2022 pziemer	02/08/2023	2,416.56	2,416.56	Open	N 12/31/2022
	LODGING TAX REMIT/PR			2,416.56			
JAN 2023							
75981	VISIT BRAINERD JAN 23 ECONOMIC DEVELOPMENT CONSULTING 295-6510-43300	02/01/2023 pziemer	02/08/2023	3,333.34	3,333.34	Open	N 02/08/2023
	PROFESSIONAL SERVICES			3,333.34			
	Total for vendor 0087 - VISIT BRAINERD:			5,749.90	5,749.90		

Vendor 0344 - WASTE PARTNERS INC:

31X97155 75989	WASTE PARTNERS INC JAN 23 CITY HALL WASTE REMOVAL 101-1940-43380	01/31/2023 pziemer	02/08/2023	144.35	144.35	Open	N 02/08/2023
	UTILITIES			144.35			
31X97156 75990	WASTE PARTNERS INC JAN 23 DOWNTOWN WASTE REMOVAL 401-1003-43300	01/31/2023 pziemer	02/08/2023	189.54	189.54	Open	N 02/08/2023
	PROFESSIONAL SERVICES			189.54			
31X97154 75991	WASTE PARTNERS INC JAN 23 FIRE DEPT WASTE REMOVAL 225-2220-43380	01/31/2023 pziemer	02/08/2023	105.30	105.30	Open	N 02/08/2023
	UTILITIES			105.30			
31X97158 75992	WASTE PARTNERS INC JAN 23 WASTE OIL REMOVAL 227-3230-43428	01/31/2023 pziemer	02/08/2023	64.35	64.35	Open	N 02/08/2023
	USED OIL RECYCLING EXPENSE			64.35			
31X97157 75993	WASTE PARTNERS INC JAN 23 POLICE DEPT WASTE REMOVAL 225-2120-43380	01/31/2023 pziemer	02/08/2023	124.45	124.45	Open	N 02/08/2023
	UTILITIES			124.45			
31X97152 75994	WASTE PARTNERS INC JAN 23 PARKS WASTE REMOVAL 230-5200-43380	01/31/2023 pziemer	02/08/2023	456.30	456.30	Open	N 02/08/2023
	UTILITIES			456.30			
31X97153 75995	WASTE PARTNERS INC JAN 23 STREETS WASTE REMOVAL 235-3100-43380	01/31/2023 pziemer	02/08/2023	99.45	99.45	Open	N 02/08/2023
	UTILITIES			99.45			
	Total for vendor 0344 - WASTE PARTNERS INC:			1,183.74	1,183.74		

Vendor 0888 - WEST BRAINERD AUTO SERVICE:

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 24/43

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
044119 75679	WEST BRAINERD AUTO SERVICE SQD 431 - WINCH OUT 225-2120-42221	01/17/2023 pziemer	02/08/2023	37.50	37.50	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			37.50			
044382 75950	WEST BRAINERD AUTO SERVICE SQD 436 - TOW 225-2120-42221	01/30/2023 pziemer	02/08/2023	20.00	20.00	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			20.00			
	Total for vendor 0888 - WEST BRAINERD AUTO SERVICE:			57.50	57.50		
Vendor 0346 - WIDSETH SMITH NOLTING:							
221565 75964	WIDSETH SMITH NOLTING LUM PARK ROAD/BOAT LAUNCH THRU 1/13/2023 401-9030-43300-21:17	01/23/2023 pziemer	02/08/2023	5,937.00	5,937.00	Open	N 02/08/2023
	PROFESSIONAL SERVICES			5,937.00			
	Total for vendor 0346 - WIDSETH SMITH NOLTING:			5,937.00	5,937.00		
Vendor 1159 - WINNERS TROPHY:							
12501 75753	WINNERS TROPHY OFFICER OF THE YEAR PLAQUE 225-2120-43300	01/23/2023 pziemer	02/08/2023	74.95	74.95	Open	N 02/08/2023
	PROFESSIONAL SERVICES			74.95			
12503 75757	WINNERS TROPHY NAMEPLATE CHAMBERS - D. EDWARDS 101-9200-43430	01/23/2023 pziemer	02/08/2023	50.00	50.00	Open	N 02/08/2023
	MISCELLANEOUS			50.00			
	Total for vendor 1159 - WINNERS TROPHY:			124.95	124.95		
Vendor 1712 - WSB & ASSOCIATES:							
R-018999-000-16 75958	WSB & ASSOCIATES IMP 21:16 MSP LANDING TRAILHEAD DEC 2022 401-9030-43300-21:16	01/31/2023 pziemer	02/08/2023	1,656.00	1,656.00	Open	N 12/31/2022
	PROFESSIONAL SERVICES			1,656.00			
	Total for vendor 1712 - WSB & ASSOCIATES:			1,656.00	1,656.00		
Vendor 0354 - ZIEGLER, INC:							
IN000848795 75692	ZIEGLER, INC GRADER 113 HEADLIGHT BULBS 235-3125-42220	01/19/2023 pziemer	02/08/2023	20.12	20.12	Open	N 02/08/2023
	REPAIR & MAINT			20.12			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 25/43

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
IN000850060 75699	ZIEGLER, INC SKID STEER REAR TAIL LIGHT LENS 235-3100-42220	01/20/2023 pziemer	02/08/2023	21.60 21.60	21.60	Open	N 02/08/2023
IN000851707 75713	ZIEGLER, INC SKID STEER OIL FILTER 235-3100-42220	01/21/2023 pziemer	02/08/2023	23.68 23.68	23.68	Open	N 02/08/2023
IN000855004 75816	ZIEGLER, INC GRADER 113 OIL SENSOR 235-3125-42220	01/25/2023 pziemer	02/08/2023	59.63 59.63	59.63	Open	N 02/08/2023
IN000854745 75817	ZIEGLER, INC CAT LOADER DIFFERENTIAL FLUID 235-3125-42220	01/25/2023 pziemer	02/08/2023	1,376.24 1,376.24	1,376.24	Open	N 02/08/2023
IN000854854 75818	ZIEGLER, INC OIL SAMPLE COLLECTOR 235-3100-42220	01/25/2023 pziemer	02/08/2023	13.88 13.88	13.88	Open	N 02/08/2023
SI000286240 75910	ZIEGLER, INC GRADER 112 OIL PRESSURE GAUGE 235-3125-42220	01/30/2023 pziemer	02/08/2023	543.69 543.69	543.69	Open	N 02/08/2023
CM000124141 75911	ZIEGLER, INC GRADER 113 ALARM REFUND 235-3125-42220	01/28/2023 pziemer	02/08/2023	(59.63) (59.63)	(59.63)	Open	N 02/08/2023
Total for vendor 0354 - ZIEGLER, INC:				1,999.21	1,999.21		

PCard: 2257 U.S. BANK Card Holder: CITY HALL

Vendor 3698 - AMAZON:

1/2/23 75761	AMAZON AWS WEB SERVICES DEC 2022 101-1800-43309	01/02/2023 pziemer	02/08/2023	222.64 222.64	222.64	Open	N 12/31/2022
1/10/23 75768	AMAZON REFUND FOR NON-DELIVERED BADGE HOLDER 101-1940-42200	01/10/2023 pziemer	02/08/2023	(26.01) (26.01)	(26.01)	Open	N 12/31/2022

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 26/43

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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

PCard: 2257 U.S. BANK Card Holder: CITY HALL

1/17/23 75773	AMAZON HOCKEY SKATES 230-5220-42210	01/17/2023 pziemer	02/08/2023	149.90	149.90	Open	N 02/08/2023
	OPERATING SUPPLIES			149.90			
1/11/23 75774	AMAZON QTY 2 SCOREBOARD KEEPERS 230-5209-42210	01/11/2023 pziemer	02/08/2023	25.97	25.97	Open	N 02/08/2023
	OPERATING SUPPLIES			25.97			
1/9/23 75775	AMAZON WALL CLOCK 101-1940-42200	01/09/2023 pziemer	02/08/2023	59.99	59.99	Open	N 02/08/2023
	OFFICE SUPPLIES			59.99			
1/6/23 75776	AMAZON BADGE HOLDERS QTY 100 101-1940-42200	01/06/2023 pziemer	02/08/2023	25.98	25.98	Open	N 02/08/2023
	OFFICE SUPPLIES			25.98			
	Total for vendor 3698 - AMAZON:			458.47	458.47		

Vendor 0838 - EHLERS & ASSOCIATES:

1/4/23 75765	EHLERS & ASSOCIATES 2023 MN PUBLIC FINANCE - J.BERGMAN 101-1400-43330	01/04/2023 pziemer	02/08/2023	215.00	215.00	Open	N 02/08/2023
	PROFESSIONAL DEVELOPMENT			215.00			
1/4/23 - 2 75778	EHLERS & ASSOCIATES EHLERS CONF. REG - J. KRAMVIK 101-2400-43330	01/04/2023 pziemer	02/08/2023	295.00	295.00	Open	N 02/08/2023
	PROFESSIONAL DEVELOPMENT			295.00			
	Total for vendor 0838 - EHLERS & ASSOCIATES:			510.00	510.00		

Vendor 3983 - EMBASSY SUITES:

1/18/23 75771	EMBASSY SUITES D. DESETH HOTEL - TRAINING 101-2400-43330	01/18/2023 pziemer	02/08/2023	183.91	183.91	Open	N 02/08/2023
	PROFESSIONAL DEVELOPMENT			183.91			
	Total for vendor 3983 - EMBASSY SUITES:			183.91	183.91		

Vendor MISC - HILTON :

1/4/23 75766	HILTON HOTEL FOR EHLERS CONF - J.BERGMAN	01/04/2023 pziemer	02/08/2023	147.90	147.90	Open	N 02/08/2023
-----------------	---	-----------------------	------------	--------	--------	------	-----------------

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 27/43

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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

PCard: 2257 U.S. BANK Card Holder: CITY HALL

101-1400-43330	PROFESSIONAL DEVELOPMENT			147.90			
Total for vendor MISC - HILTON :				147.90	147.90		

Vendor 1289 - INT'L CODE COUNCIL:

1/5/23 75762	INT'L CODE COUNCIL REGISTRATION -SCOPE OF PRACTICE CLAS	01/05/2023 pziemer	02/08/2023	330.00	330.00	Open	N 02/08/2023
	101-2400-43330	PROFESSIONAL DEVELOPMENT		330.00			
1/5/23 - 2 75763	INT'L CODE COUNCIL REG: LEGAL ASPECTS OF CODE ADMIN	01/05/2023 pziemer	02/08/2023	165.00	165.00	Open	N 02/08/2023
	101-2400-43330	PROFESSIONAL DEVELOPMENT		165.00			
1/5/23 - 3 75764	INT'L CODE COUNCIL REGION III DAY REGISTRATION	01/05/2023 pziemer	02/08/2023	840.00	840.00	Open	N 02/08/2023
	101-2400-43330	PROFESSIONAL DEVELOPMENT		840.00			
Total for vendor 1289 - INT'L CODE COUNCIL:				1,335.00	1,335.00		

Vendor 0233 - LEAGUE OF MN CITIES:

12/29/22 75772	LEAGUE OF MN CITIES 2023 ELECTED LEADERS INSTITUTE - J. I	12/29/2022 pziemer	02/08/2023	350.00	350.00	Open	N 02/08/2023
	101-1400-43330	PROFESSIONAL DEVELOPMENT		350.00			
Total for vendor 0233 - LEAGUE OF MN CITIES:				350.00	350.00		

Vendor 3716 - MNCPA:

1/9/23 75767	MNCPA LEASE STANDARDS TRAINING C.HILLMAN	01/09/2023 pziemer	02/08/2023	310.00	310.00	Open	N 02/08/2023
	101-1400-43330	PROFESSIONAL DEVELOPMENT		310.00			
Total for vendor 3716 - MNCPA:				310.00	310.00		

Vendor 3707 - PDL CCAPSCONF5:

12/27/2022 75760	PDL CCAPSCONF5 2023 ANNUAL INSTITUTE FOR BLDG OFFIC	12/27/2022 pziemer	02/08/2023	810.00	810.00	Open	N 02/08/2023
	101-2400-43330	PROFESSIONAL DEVELOPMENT		810.00			
Total for vendor 3707 - PDL CCAPSCONF5:				810.00	810.00		

Vendor 1342 - UNIVERSITY OF MINNESOTA:

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 28/43

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

PCard: 2257 U.S. BANK Card Holder: CITY HALL

1/19/23 75770	UNIVERSITY OF MINNESOTA TREE CERTIFICATION - D.EDWARDS 101-2400-43330	01/19/2023 pziemer	02/08/2023	50.00	50.00	Open	N 02/08/2023
	PROFESSIONAL DEVELOPMENT			50.00			
	Total for vendor 1342 - UNIVERSITY OF MINNESOTA:			50.00	50.00		

Vendor 3697 - USPS:

1/18/23 75777	USPS POSTAGE FOR AMUSEMENT TAGS 101-1400-43322	01/18/2023 pziemer	02/08/2023	5.88	5.88	Open	N 02/08/2023
	POSTAGE			5.88			
	Total for vendor 3697 - USPS:			5.88	5.88		

Vendor 3858 - ZOOM VIDEO COMMUNICATIONS:

1/18/23 75769	ZOOM VIDEO COMMUNICATIONS ZOOM 1/18/23-2/17/23 101-1800-43309	01/18/2023 pziemer	02/08/2023	29.98	29.98	Open	N 02/08/2023
	COMPUTER SUPPORT			29.98			
	Total for vendor 3858 - ZOOM VIDEO COMMUNICATIONS:			29.98	29.98		

Total PCard: 2257 U.S. BANK Card Holder: CITY HALL

4,191.14	4,191.14
----------	----------

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 29/43

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

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

Vendor 4174 - FIREHOSEDIRECT:

1/24/23 75787	FIREHOSEDIRECT E23 BUILD SUPPLIES 404-9055-45500	01/24/2023 pziemer	02/08/2023	1,129.54	1,129.54	Open	N 02/08/2023
	BUILDING CAPITAL			1,129.54			
	Total for vendor 4174 - FIREHOSEDIRECT:			1,129.54	1,129.54		

Vendor 0273 - NAPA AUTO PARTS:

1/6/23 75782	NAPA AUTO PARTS FLOOR DRY 225-2220-42210	01/06/2023 pziemer	02/08/2023	76.08	76.08	Open	N 02/08/2023
	OPERATING SUPPLIES			76.08			
	Total for vendor 0273 - NAPA AUTO PARTS:			76.08	76.08		

Vendor MISC - PATAGONIA:

12/23/22 75785	PATAGONIA UNIFORM 225-2220-41113	12/23/2022 pziemer	02/08/2023	150.35	150.35	Open	N 12/31/2022
	UNIFORM ALLOWANCE			150.35			
	Total for vendor MISC - PATAGONIA:			150.35	150.35		

Vendor 3885 - THE UPS STORE:

1/13/23 75783	THE UPS STORE SHIPPING - GAS MONITOR FOR WARRANTY 225-2220-42220	01/13/2023 pziemer	02/08/2023	11.98	11.98	Open	N 02/08/2023
	REPAIR & MAINT			11.98			
	Total for vendor 3885 - THE UPS STORE:			11.98	11.98		

Vendor 3868 - TWO DEVILS TOOLS:

1/23/23 75786	TWO DEVILS TOOLS COLORADO HOOK, IRONS #1B WEDGE 404-9055-45500	01/23/2023 pziemer	02/08/2023	710.00	710.00	Open	N 02/08/2023
	BUILDING CAPITAL			710.00			
	Total for vendor 3868 - TWO DEVILS TOOLS:			710.00	710.00		

Vendor 2956 - ULINE:

1/23/23 75784	ULINE QTY 5 REFELCTIVE TRAFFIC CONES 404-9055-45500	01/23/2023 pziemer	02/08/2023	184.47	184.47	Open	N 02/08/2023
	BUILDING CAPITAL			184.47			

02/02/2023 01:53 PM
User: pziemer
DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD
EXP CHECK RUN DATES 02/06/2023 - 02/06/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
PCard: 2257 U.S. BANK Card Holder: FIRE							
Total for vendor 2956 - ULINE:				184.47	184.47		
Total PCard: 2257 U.S. BANK Card Holder: FIRE				2,262.42	2,262.42		

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 31/43

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

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

Vendor 1743 - 4IMPRINT INC.:

1/4/23 75829	4IMPRINT INC. PROMO PENS 211-5503-43430	01/04/2023 pziemer	02/08/2023	223.33	223.33	Open	N 02/08/2023
	MISC - USE OF HOLDEN TRUST			223.33			
	Total for vendor 1743 - 4IMPRINT INC.:			223.33	223.33		

Vendor 3996 - ADOBE:

1/10/23 75828	ADOBE CREDIT OF SALES TAX FROM 12/1/22 PUR(pziemer 211-5503-43430	01/10/2023 pziemer	02/08/2023	(17.69)	(17.69)	Open	N 12/31/2022
	MISC - USE OF HOLDEN TRUST			(17.69)			
	Total for vendor 3996 - ADOBE:			(17.69)	(17.69)		

Vendor 0533 - ALLEGRA:

1/3/23 75830	ALLEGRA BOOKMARKS 211-5501-43430	01/03/2023 pziemer	02/08/2023	268.25	268.25	Open	N 02/08/2023
	MISC - SPECIFIED DONATION USE			268.25			
	Total for vendor 0533 - ALLEGRA:			268.25	268.25		

Vendor 3698 - AMAZON:

12/29/22 - 3 75822	AMAZON ENVELOPE ADHESIVE 211-5500-42200	12/19/2022 pziemer	02/08/2023	10.31	10.31	Open	N 12/31/2022
	OFFICE SUPPLIES			10.31			
12/20/22 - 4 75823	AMAZON GOLF PENCILS 211-5500-42200	12/20/2022 pziemer	02/08/2023	9.98	9.98	Open	N 12/31/2022
	OFFICE SUPPLIES			9.98			
1/3/23 75826	AMAZON GAME COLLECTION SUPPLIES 211-5501-43430	01/03/2023 pziemer	02/08/2023	18.98	18.98	Open	N 02/08/2023
	MISC - SPECIFIED DONATION USE			18.98			
1/3/23 - 2 75827	AMAZON BULLETIN/WHITEBOARD 211-5500-42200	01/03/2023 pziemer	02/08/2023	35.98	35.98	Open	N 02/08/2023
	OFFICE SUPPLIES			35.98			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 32/43

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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

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

1/6/23 - 2 75832	AMAZON YOUTH PROGRAM SUPPLIES 211-5501-43430	01/06/2023 pziemer	02/08/2023	4.99	4.99	Open	N 02/08/2023
	MISC - SPECIFIED DONATION USE			4.99			
1/6/23 - 3 75839	AMAZON YOUTH PROGRAMMING SUPPLIES 211-5501-43430	01/06/2023 pziemer	02/08/2023	30.69	30.69	Open	N 02/08/2023
	MISC - SPECIFIED DONATION USE			20.80			
	MISC - SPECIFIED DONATION USE			9.89			
	Total for vendor 3698 - AMAZON:			110.93	110.93		

Vendor MISC - COCO MOON:

1/19/23 75833	COCO MOON PROGRAM INCENTIVES 211-5501-43430	01/19/2023 pziemer	02/08/2023	10.40	10.40	Open	N 02/08/2023
	MISC - SPECIFIED DONATION USE			10.40			
	Total for vendor MISC - COCO MOON:			10.40	10.40		

Vendor 0160 - DEMCO INC:

12/23/22 75824	DEMCO INC BOOK PROCESSING SUPPLIES 211-5500-42240	12/23/2022 pziemer	02/08/2023	212.11	212.11	Open	N 02/08/2023
	LIBRARY MATERIALS			212.11			
12/28/22 75837	DEMCO INC YOUTH PROGRAM SUPPLIES 211-5501-43430	12/28/2022 pziemer	02/08/2023	106.85	106.85	Open	N 02/08/2023
	MISC - SPECIFIED DONATION USE			106.85			
	Total for vendor 0160 - DEMCO INC:			318.96	318.96		

Vendor MISC - GOODY'S GOURMET TREATS:

1/12/23 75831	GOODY'S GOURMET TREATS PROGRAM INCENTIVES 211-5501-43430	01/12/2023 pziemer	02/08/2023	12.59	12.59	Open	N 02/08/2023
	MISC - SPECIFIED DONATION USE			12.59			
	Total for vendor MISC - GOODY'S GOURMET TREATS:			12.59	12.59		

Vendor 3740 - KNOTTY PINE BAKERY LLC:

1/19/23 75841	KNOTTY PINE BAKERY LLC PROGRAM INCENTIVES	01/19/2023 pziemer	02/08/2023	10.00	10.00	Open	N 02/08/2023
------------------	--	-----------------------	------------	-------	-------	------	-----------------

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

Page: 33/43

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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

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

211-5501-43430	MISC - SPECIFIED DONATION USE			10.00			
Total for vendor 3740 - KNOTTY PINE BAKERY LLC:				10.00	10.00		

Vendor MISC - LOCO ESPRESS, INC:

1/12/23 75838	LOCO ESPRESS, INC PROGRAM INCENTIVES	01/12/2023 pziemer	02/08/2023	10.00	10.00	Open	N 02/08/2023
211-5501-43430	MISC - SPECIFIED DONATION USE			10.00			
Total for vendor MISC - LOCO ESPRESS, INC:				10.00	10.00		

Vendor MISC - MAILCHIMP:

1/4/23 75825	MAILCHIMP EMAIL SUBSCRIPTION	01/04/2023 pziemer	02/08/2023	39.50	39.50	Open	N 02/08/2023
211-5500-43430	MISCELLANEOUS			39.50			
Total for vendor MISC - MAILCHIMP:				39.50	39.50		

Vendor 3943 - PLUNKETT'S PEST CONTROL:

1/17/23 75840	PLUNKETT'S PEST CONTROL PEST CONTROL	01/17/2023 pziemer	02/08/2023	69.55	69.55	Open	N 02/08/2023
211-5500-42220	REPAIR & MAINT			69.55			
Total for vendor 3943 - PLUNKETT'S PEST CONTROL:				69.55	69.55		

Vendor 3737 - PURPLE FERN BATH CO, LLC:

1/19/23 75835	PURPLE FERN BATH CO, LLC PROGRAM INCENTIVES	01/19/2023 pziemer	02/08/2023	14.00	14.00	Open	N 02/08/2023
211-5501-43430	MISC - SPECIFIED DONATION USE			14.00			
Total for vendor 3737 - PURPLE FERN BATH CO, LLC:				14.00	14.00		

Vendor 0717 - SUPER ONE FOODS - BAXTER:

1/20/23 75836	SUPER ONE FOODS - BAXTER PROGRAM INCENTIVES	01/20/2023 pziemer	02/08/2023	6.87	6.87	Open	N 02/08/2023
211-5501-43430	MISC - SPECIFIED DONATION USE			6.87			
Total for vendor 0717 - SUPER ONE FOODS - BAXTER:				6.87	6.87		

Vendor 0087 - VISIT BRAINERD:

02/02/2023 01:53 PM
User: pziemer
DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD
EXP CHECK RUN DATES 02/06/2023 - 02/06/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
PCard: 2257 U.S. BANK Card Holder: LIBRARY							
1/19/23							
75834	VISIT BRAINERD	01/19/2023	02/08/2023	10.08	10.08	Open	N
	PROGRAM INCENTIVES	pziemer					02/08/2023
	211-5501-43430	MISC - SPECIFIED DONATION USE		10.08			
	Total for vendor 0087 - VISIT BRAINERD:			10.08	10.08		
Total PCard: 2257 U.S. BANK Card Holder: LIBRARY				1,086.77	1,086.77		

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 35/43

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

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

Vendor 3711 - COSTCO:

12/27/2022 75779	COSTCO WARMING HOUSE SUPPLIES - CUPS/LINERS pziemer 230-5204-42210 230-5200-42210	12/27/2022 pziemer	02/08/2023	49.97 31.98 17.99	49.97	Open	N 12/31/2022
1/5/23 75780	COSTCO CONCESSIONS - COCOA/SPOONS pziemer 230-5204-42210	01/05/2023 pziemer	02/08/2023	76.41 76.41	76.41	Open	N 02/08/2023
Total for vendor 3711 - COSTCO:				126.38	126.38		

Vendor 4181 - PURE HOCKEY:

1/13/23 75961	PURE HOCKEY POND HOCKEY /PUCKS/SKATES pziemer 230-5209-42210 230-5220-42210	01/13/2023 pziemer	02/08/2023	893.73 548.36 345.37	893.73	Open	N 02/08/2023
1/10/23 75962	PURE HOCKEY POND HOCKEY SUPPLIES pziemer 230-5209-42210	01/10/2023 pziemer	02/08/2023	2,258.56 2,258.56	2,258.56	Open	N 02/08/2023
Total for vendor 4181 - PURE HOCKEY:				3,152.29	3,152.29		

Vendor 0006 - WALMART COMMUNITY/GECRB:

1/5/23 75781	WALMART COMMUNITY/GECRB CONCESSIONS - MARSHMALLOWS pziemer 230-5204-42210	01/05/2023 pziemer	02/08/2023	8.88 8.88	8.88	Open	N 02/08/2023
Total for vendor 0006 - WALMART COMMUNITY/GECRB:				8.88	8.88		

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

3,287.55 3,287.55

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 36/43

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

GL Distribution

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

Vendor 3698 - AMAZON:

12/20/22 - 3

75788	AMAZON	01/20/2023	02/08/2023	45.98	45.98	Open	N
	COAT HOOKS	pziemer					02/08/2023
	225-2120-42240	SMALL TOOLS		45.98			
	Total for vendor 3698 - AMAZON:			45.98	45.98		

Vendor 3420 - BCA - MNJIS SECTION:

1/11/23

75795	BCA - MNJIS SECTION	01/11/2023	02/08/2023	125.00	125.00	Open	N
	702 - LEADERSHIP IN TIMES OF CRISIS	pziemer					02/08/2023
	225-2120-43330	PROFESSIONAL DEVELOPMENT		125.00			
	Total for vendor 3420 - BCA - MNJIS SECTION:			125.00	125.00		

Vendor 4176 - CONCEPT 2, INC:

1/19/23

75811	CONCEPT 2, INC	01/19/2023	02/08/2023	995.00	995.00	Open	N
	ROWING MACHINE - PD	pziemer					02/08/2023
	225-2120-42210	OPERATING SUPPLIES		995.00			
	Total for vendor 4176 - CONCEPT 2, INC:			995.00	995.00		

Vendor 0900 - CUB FOODS - BRAINERD:

12/27/22

75789	CUB FOODS - BRAINERD	12/27/2022	02/08/2023	16.27	16.27	Open	N
	CLEANING SUPPLIES	pziemer					12/31/2022
	225-2120-42220	REPAIR & MAINT		16.27			
	Total for vendor 0900 - CUB FOODS - BRAINERD:			16.27	16.27		

Vendor 0134 - CWC SANITARY LANDFILL:

1/13/23

75810	CWC SANITARY LANDFILL	01/13/2023	02/08/2023	10.75	10.75	Open	N
	SOLID WASTE REMOVAL - PD	pziemer					02/08/2023
	225-2120-43380	UTILITIES		10.75			
	Total for vendor 0134 - CWC SANITARY LANDFILL:			10.75	10.75		

Vendor 4054 - FACEBOOK:

1/1/23

75791	FACEBOOK	01/01/2023	02/08/2023	31.60	31.60	Open	N
	PD OFFICER JOB POSTINGS	pziemer					02/08/2023
	225-2120-43350	PRINTING/LEGAL PUBLICATION		31.60			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 37/43

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

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

Total for vendor 4054 - FACEBOOK:	31.60	31.60
-----------------------------------	-------	-------

Vendor 4175 - INSIDE THE TAPE:

1/2/23

75807	INSIDE THE TAPE	01/02/2023	02/08/2023	300.00	300.00	Open	N 02/08/2023
	708 & 721 - HOMICIDE INV & CRIME SCENepziemer						
	225-2120-43330	PROFESSIONAL DEVELOPMENT		300.00			

1/3/23

75808	INSIDE THE TAPE	01/03/2023	02/08/2023	150.00	150.00	Open	N 02/08/2023
	714 - HOMICIDE INV & CRIME SCENE MGMTpziemer						
	225-2120-43330	PROFESSIONAL DEVELOPMENT		150.00			

Total for vendor 4175 - INSIDE THE TAPE:	450.00	450.00
--	--------	--------

Vendor 3956 - JOHN E. REID & ASSOCIATES:

1/12/23

75797	JOHN E. REID & ASSOCIATES	01/12/2023	02/08/2023	149.00	149.00	Open	N 02/08/2023
	719 - INVESTIGATIVE INTERVIEWING pziemer						
	225-2120-43330	PROFESSIONAL DEVELOPMENT		149.00			

Total for vendor 3956 - JOHN E. REID & ASSOCIATES:	149.00	149.00
--	--------	--------

Vendor 0926 - MINNESOTA T'S:

1/11/23

75798	MINNESOTA T'S	01/11/2023	02/08/2023	299.25	299.25	Open	N 02/08/2023
	703 - UNIFORM SHIRTS pziemer						
	225-2120-41113	UNIFORM ALLOWANCE		299.25			

Total for vendor 0926 - MINNESOTA T'S:	299.25	299.25
--	--------	--------

Vendor 0418 - MN CHIEF'S OF POLICE ASSO:

1/18/23

75801	MN CHIEF'S OF POLICE ASSO	01/18/2023	02/08/2023	525.00	525.00	Open	N 02/08/2023
	701 - ETI CONFERENCE pziemer						
	225-2120-43330	PROFESSIONAL DEVELOPMENT		525.00			

1/18/23 - 2

75802	MN CHIEF'S OF POLICE ASSO	01/18/2023	02/08/2023	525.00	525.00	Open	N 02/08/2023
	702 - ETI CONFERENCE pziemer						
	225-2120-43330	PROFESSIONAL DEVELOPMENT		525.00			

Total for vendor 0418 - MN CHIEF'S OF POLICE ASSO:	1,050.00	1,050.00
--	----------	----------

Vendor 1375 - MN CHIEFS OF POLICE ASSOC:

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 38/43

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

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

1/17/23 75800	MN CHIEFS OF POLICE ASSOC 702 - 2023 MEMBERSHIP 225-2120-43433	01/17/2023 pziemer	02/08/2023	193.00	193.00	Open	N 02/08/2023
	DUES & SUBSCRIPTIONS			193.00			
	Total for vendor 1375 - MN CHIEFS OF POLICE ASSOC:			193.00	193.00		

Vendor 3871 - MN STATE COLLEGES & UNIVERSITIES:

1/23/23 75806	MN STATE COLLEGES & UNIVERSITIES J. MCCULLOUGH - ADOBE, OUTLOOK, & EX(pziemer 225-2120-43330	01/23/2023 pziemer	02/08/2023	196.00	196.00	Open	N 02/08/2023
	PROFESSIONAL DEVELOPMENT			196.00			
	Total for vendor 3871 - MN STATE COLLEGES & UNIVERSITIES:			196.00	196.00		

Vendor 0314 - SHANNON'S AUTO BODY:

1/20/23 75805	SHANNON'S AUTO BODY SQD 432 - STEERING WHEEL 225-2120-42221	01/20/2023 pziemer	02/08/2023	726.00	726.00	Open	N 02/08/2023
	SQUAD CAR REPAIR SUPPLIES			726.00			
	Total for vendor 0314 - SHANNON'S AUTO BODY:			726.00	726.00		

Vendor 3703 - TRANSUNION RISK:

1/1/23 75792	TRANSUNION RISK DEC 2022 INVESTIGATIONS & PARKING TKI(pziemer 225-2120-42210	01/01/2023 pziemer	02/08/2023	75.00	75.00	Open	N 12/31/2022
	OPERATING SUPPLIES			75.00			
	Total for vendor 3703 - TRANSUNION RISK:			75.00	75.00		

Vendor 1455 - USPCA REGION 12:

12/31/22 75799	USPCA REGION 12 707 - MEMBERSHIP RENEWAL 225-2120-43433	12/31/2022 pziemer	02/08/2023	50.00	50.00	Open	N 02/08/2023
	DUES & SUBSCRIPTIONS			50.00			
1/18/23 75804	USPCA REGION 12 718 - MEMBERSHIP RENEWAL 225-2120-43433	01/18/2023 pziemer	02/08/2023	50.00	50.00	Open	N 02/08/2023
	DUES & SUBSCRIPTIONS			50.00			
	Total for vendor 1455 - USPCA REGION 12:			100.00	100.00		

Vendor 3697 - USPS:

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 39/43

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

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

12/29/22

75790

USPS
POSTAGE STAMPS
225-2120-43322

POSTAGE

12/29/2022
pziemer

02/08/2023

120.00

120.00

Open

N
12/31/2022

120.00

1/9/23

75793

USPS
POSTAGE STAMPS & POSTAGE
225-2120-43322

POSTAGE

01/09/2023
pziemer

02/08/2023

64.80

64.80

Open

N
02/08/2023

64.80

1/10/23

75794

USPS
POSTAGE
225-2120-43322

POSTAGE

01/10/2023
pziemer

02/08/2023

4.80

4.80

Open

N
02/08/2023

4.80

1/11/23

75796

USPS
POSTAGE
225-2120-43322

POSTAGE

01/11/2023
pziemer

02/08/2023

12.20

12.20

Open

N
02/08/2023

12.20

1/18/23 - 2

75803

USPS
POSTAGE
225-2120-43322

POSTAGE

01/18/2023
pziemer

02/08/2023

4.80

4.80

Open

N
02/08/2023

4.80

1/18/23 - 3

75809

USPS
STAMPS AND POSTAGE
225-2120-43322

POSTAGE

01/18/2023
pziemer

02/08/2023

129.60

129.60

Open

N
02/08/2023

129.60

Total for vendor 3697 - USPS:

336.20

336.20

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

4,799.05

4,799.05

of Invoices: 259 # Due: 259

Totals:

350,370.69

350,370.69

of Credit Memos: 5 # Due: 5

Totals:

(142.46)

(142.46)

Net of Invoices and Credit Memos:

350,228.23

350,228.23

--- TOTALS BY GL DISTRIBUTION ---

101-0000-14100
101-0000-15500
101-0000-15510
101-0000-20850
101-1400-43321
101-1400-43322
101-1400-43330
101-1700-43321
101-1800-42210

DUE FROM COMPONENT UNIT
PREPAID EXPENSE
PREPAID OTHER
DUE TO COMPONENT UNIT
TELEPHONE
POSTAGE
PROFESSIONAL DEVELOPMENT
TELEPHONE
OPERATING SUPPLIES

75.55
1,785.00
1,087.19
2,037.28
149.16
5.88
1,161.76
275.34
407.06

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-1800-43300	PROFESSIONAL SERVICES		33.75			
	101-1800-43309	COMPUTER SUPPORT		34,343.95			
	101-1800-43321	TELEPHONE		175.90			
	101-1940-42200	OFFICE SUPPLIES		74.92			
	101-1940-43300	PROFESSIONAL SERVICES		1,890.71			
	101-1940-43380	UTILITIES		2,357.00			
	101-1940-43410	RENTAL EXPENSE		132.24			
	101-2400-43300	PROFESSIONAL SERVICES		7,834.44			
	101-2400-43321	TELEPHONE		149.16			
	101-2400-43330	PROFESSIONAL DEVELOPMENT		2,673.91			
	101-9200-43340	LODGING TAX REMIT/PR		2,416.56			
	101-9200-43350	LEGAL PUBLICATIONS		386.68			
	101-9200-43430	MISCELLANEOUS		300.80			
	203-9000-43321	TELEPHONE		49.72			
	203-9000-43433	DUES & SUBSCRIPTIONS		830.00			
	211-0000-20800	DUE TO OTHER GOVT UNITS		141.00			
	211-5500-42200	OFFICE SUPPLIES		56.27			
	211-5500-42220	REPAIR & MAINT		69.55			
	211-5500-42240	LIBRARY MATERIALS		212.11			
	211-5500-43380	UTILITIES		1,852.17			
	211-5500-43430	MISCELLANEOUS		39.50			
	211-5501-43430	MISC - SPECIFIED DONATION USE		662.80			
	211-5503-43430	MISC - USE OF HOLDEN TRUST		205.64			
	211-5505-43430	MISC - COPY MACHINE PYMTS		77.97			
	223-0000-22800	OTHER LIABILITIES		148.50			
	224-0000-22800	OTHER LIABILITIES		57.00			
	224-2150-42210	OPERATING SUPPLIES		691.08			
	225-0000-20800	DUE TO OTHER GOVT UNITS		10,314.17			
	225-0000-22800	OTHER LIABILITIES		42.00			
	225-2120-35102	PARKING FINES		25.00			
	225-2120-41113	UNIFORM ALLOWANCE		1,061.19			
	225-2120-42200	OFFICE SUPPLIES		553.06			
	225-2120-42209	SAFETY EQUIPMENT SUPPLIES		186.70			
	225-2120-42210	OPERATING SUPPLIES		1,256.12			
	225-2120-42220	REPAIR & MAINT		232.84			
	225-2120-42221	SQUAD CAR REPAIR SUPPLIES		2,999.43			
	225-2120-42240	SMALL TOOLS		45.98			
	225-2120-43300	PROFESSIONAL SERVICES		1,610.67			
	225-2120-43309	COMPUTER TECHNICAL SUPPORT		802.83			
	225-2120-43321	TELEPHONE		1,236.78			
	225-2120-43322	POSTAGE		336.20			
	225-2120-43330	PROFESSIONAL DEVELOPMENT		1,970.00			
	225-2120-43350	PRINTING/LEGAL PUBLICATION		31.60			
	225-2120-43380	UTILITIES		749.69			
	225-2120-43433	DUES & SUBSCRIPTIONS		463.00			
	225-2121-41113	UNIFORM ALLOWANCE		56.98			
	225-2127-43310	MISDEMEANOR PROSECUTOR		18,333.33			
	225-2131-42210	OPERATING SUPPLIES		325.00			
	225-2220-41113	UNIFORM ALLOWANCE		150.35			
	225-2220-42200	OFFICE SUPPLIES		67.99			
	225-2220-42210	OPERATING SUPPLIES		324.48			
	225-2220-42220	REPAIR & MAINT		11.98			
	225-2220-42221	R&M BUILDING		130.00			
	225-2220-42250	PERSONAL PROTECTIVE GEAR		6,900.91			
	225-2220-43300	PROFESSIONAL SERVICES		254.95			
	225-2220-43321	TELEPHONE		305.84			
	225-2220-43330	PROFESSIONAL DEVELOPMENT		6,048.00			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 41/43

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
225-2220-43331	LEASED PAYMENTS			80.69			
225-2220-43380	UTILITIES			1,596.11			
225-2700-43300	PROFESSIONAL SERVICES			4,995.33			
225-2700-43430	MISCELLANEOUS			1,186.00			
227-3230-43428	USED OIL RECYCLING EXPENSE			64.35			
230-5200-42210	OPERATING SUPPLIES			80.98			
230-5200-42220	REPAIR & MAINT			650.68			
230-5200-43321	TELEPHONE			201.13			
230-5200-43380	UTILITIES			927.10			
230-5204-42210	OPERATING SUPPLIES			117.27			
230-5209-42210	OPERATING SUPPLIES			5,136.89			
230-5220-42210	OPERATING SUPPLIES			792.22			
235-3100-42220	REPAIR & MAINT			11,313.94			
235-3100-42240	SMALL TOOLS			248.54			
235-3100-43300	PROFESSIONAL SERVICES			254.95			
235-3100-43321	TELEPHONE			137.67			
235-3100-43380	UTILITIES			2,950.35			
235-3100-43430	MISCELLANEOUS			276.93			
235-3125-42220	REPAIR & MAINT			4,075.20			
235-3170-42210	OPERATING SUPPLIES			1,493.35			
237-3190-42240	SMALL TOOLS			52.99			
237-3190-43321	TELEPHONE			38.23			
238-3160-43300	PROFESSIONAL SERVICES			2,000.00			
245-1310-43430	MISCELLANEOUS			265.00			
260-9020-43309	COMPUTER SUPPORT			2,848.02			
278-6515-43430	MISCELLANEOUS			5,318.73			
295-6510-43300	PROFESSIONAL SERVICES			9,166.68			
400-1481-43300	PROFESSIONAL SERVICES			6,125.00			
401-1003-43300	PROFESSIONAL SERVICES			189.54			
401-1902-43300	PROFESSIONAL SERVICES			4,589.12			
401-9030-43300-20:07	PROFESSIONAL SERVICES			11,083.62			
401-9030-43300-21:16	PROFESSIONAL SERVICES			1,656.00			
401-9030-43300-21:17	PROFESSIONAL SERVICES			5,937.00			
401-9030-45530-21:16	CAPITAL-PYMTS TO CONTRACTS			132,020.00			
404-9055-43430	MISCELLANEOUS			8,000.00			
404-9055-45500	BUILDING CAPITAL			2,684.00			

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 42/43

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			59,754.24	59,754.24		
	203 - TRANSIT FUND			879.72	879.72		
	211 - LIBRARY FUND			3,317.01	3,317.01		
	223 - DRUG FORFEITURE			148.50	148.50		
	224 - DUI FORFEITURE			748.08	748.08		
	225 - PUBLIC SAFETY FUND			64,685.20	64,685.20		
	227 - RECYCLING FUND			64.35	64.35		
	230 - PARK & RECREATION FUND			7,906.27	7,906.27		
	235 - STREET & SEWER FUND			20,750.93	20,750.93		
	237 - SANITARY SEWER FUND			91.22	91.22		
	238 - STORM SEWER FUND			2,000.00	2,000.00		
	245 - CONTINGENCY FUND			265.00	265.00		
	260 - AIRPORT FUND			2,848.02	2,848.02		
	278 - HEALTHY EMPLOYEE INITIATIVE			5,318.73	5,318.73		
	295 - EDA FUND			9,166.68	9,166.68		
	400 - CAPITAL PROJECTS FUND			6,125.00	6,125.00		
	401 - CONSTRUCTION FUND			155,475.28	155,475.28		
	404 - FIRE DEPARTMENT CAPITAL			10,684.00	10,684.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 -			15,687.69	15,687.69		
	1003 - 10:03 DWNTWN MAIN CNTRACT			189.54	189.54		
	1310 - CONTINGENCY FUND			265.00	265.00		
	1400 - ADMINISTRATION			1,316.80	1,316.80		
	1481 - HISTORIC WATER TOWER REPA			6,125.00	6,125.00		
	1700 - ENGINEERING			275.34	275.34		
	1800 - IT/GIS			34,960.66	34,960.66		
	1902 - 19:02 CLST CONNECTION			4,589.12	4,589.12		
	1940 - CITY HALL			4,454.87	4,454.87		
	2120 - POLICE DEPARTMENT			13,561.09	13,561.09		
	2121 - COMMUNITY SERVICE			56.98	56.98		
	2127 - MISDEMEANOR PROSECUTOR			18,333.33	18,333.33		
	2131 - TACTICAL TEAM			325.00	325.00		
	2150 - DUI FORFEITURE			691.08	691.08		
	2220 - FIRE DEPARTMENT			15,871.30	15,871.30		
	2400 - COMMUNITY DEVL/INSPECTION			10,657.51	10,657.51		
	2700 - ANIMAL CONTROL			6,181.33	6,181.33		
	3100 - S & S MAINTENANCE			15,182.38	15,182.38		
	3125 - SNOW REMOVAL			4,075.20	4,075.20		
	3160 - STORM SEWER EXPENSE			2,000.00	2,000.00		
	3170 - TRAFFIC CONTROL			1,493.35	1,493.35		
	3190 - SANITARY SEWER EXPENSE			91.22	91.22		

02/02/2023 01:53 PM

User: pziemer

DB: Brainerd

INVOICE REGISTER REPORT FOR CITY OF BRAINERD

EXP CHECK RUN DATES 02/06/2023 - 02/06/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Page: 43/43

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY DEPT/ACTIVITY ---							
	3230 - RECYCLING EXPENSE			64.35	64.35		
	5200 - PARK MAIN/ADMINISTRATION			1,859.89	1,859.89		
	5204 - CONCESSIONS			117.27	117.27		
	5209 - POND HOCKEY PROGRAM			5,136.89	5,136.89		
	5220 - OUTDOOR RINKS			792.22	792.22		
	5500 - LIBRARY-BUDGETED			2,229.60	2,229.60		
	5501 - SPECIFIED DONATION USE			662.80	662.80		
	5503 - HOLDEN TRUST DONATION USE			205.64	205.64		
	5505 - TAXABLE FEES			77.97	77.97		
	6510 - ECONOMIC DEVELOPMENT AUTH			9,166.68	9,166.68		
	6515 - HEALTHY EMPLOYEE INITIATIVE			5,318.73	5,318.73		
	9000 - TRANSIT FUND			879.72	879.72		
	9020 - AIRPORT M & O			2,848.02	2,848.02		
	9030 - CONSTRUCTION PROJ-MISC			150,696.62	150,696.62		
	9055 - FIRE DEPARTMENT CAPITAL			10,684.00	10,684.00		
	9200 - CITY-WIDE			3,104.04	3,104.04		

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: Terry, Stenglein, Johnson, Czeczok, O'Day, Stunek, and Bevans. Mayor Badeaux was noted as present.

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

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND STENGLEIN, DULY CARRIED, TO APPROVE THE AGENDA WITH THE ADDITION OF A PRESENTATION BY CROW WING ENERGIZED.

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

- A. Approval of Bills and Transfers of Funds
- B. Approval of Minutes
 - a. Regular City Council Meeting held on January 3rd, 2023
- C. Approval of Licenses
- D. Department Activity Report
- E. Adopt Resolution Accepting 4th Quarter Donations
- F. Approve Temporary On-Sale Liquor License Application Submitted by the Brainerd Sports Boosters for an Event to be held April 15, 2023, at the Essentia Health Sports Center, 502 Jackson St, Brainerd
- G. Authorize Signatures on Agreement with Dispatch

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

Presentations

Crow Wing Energized

Karen Johnson, Crow Wing Energized, introduced the vegetable of the year for 2023, Council Member Terry as the Green Bean. She presented the Mayor with a picture of him reading to students at the Early Childhood Learning Center as a thank you for his service as the vegetable of the year for 2022.

Council Committee Reports

Personnel and Finance Committee

Discussion Regarding Pay Equity Compliance Report

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO APPROVE THE CITY OF BRAINERD'S PAY EQUITY IMPLEMENTATION FORM AND COMPLIANCE REPORT FOR WAGES AS DECEMBER 31, 2022; FURTHER, TO AUTHORIZE MAYOR BADEAUX TO SIGN THE FORM AND AUTHORIZE THE SUBMITTAL OF THE FORM TO MMB.

Approve Final Pay Estimate- Public Works Building Addition to Nor-Son

Committee Chair Johnson stated that this is the final pay for Nor-Son. The estimated actual cost for the project is \$582,994. The original budget for the project was \$468,109.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND TERRY TO APPROVE THE FINAL PAY ESTIMATE FOR NOR-SON IN THE AMOUNT OF \$42,958.

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

Informational- 2023 Workers' Compensation Renewal

Committee Chair Johnson stated that the renewal for workers' comp is \$329,611. Finance Director Hillman's estimate was only off by \$626, he gave a tip of the cap for the great work done by the Finance Director.

Safety and Public Works Committee

Approve Event Application- March for Life- MCCL

Committee Chair O'Day stated that the application requested a lane closure on S 6th St for about 15 minutes.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND STENGLEIN, DULY CARRIED, TO APPROVE THE APPLICATION PROVIDED MNDOT APPROVES THE LANE CLOSURE.

Approve OSHA Grant Application- Public Works Building Gate & Operator

Committee Chair O'Day stated that the Public Works building does not have a secure gate during the daytime hours when staff isn't present at the building. This grant will cover \$10,000 of the estimated \$18,000 cost of the project.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND CZECZOK, DULY CARRIED, TO AUTHORIZE STAFF TO APPLY FOR THE OSHA SAFETY GRANT FOR INSTALLATION OF A NEW GATE AND OPERATOR AT THE PUBLIC WORKS FACILITY.

Review of Brainerd City Code Section 2014.05- Noise Related Issues for Outdoor Power Equipment for Snow Removal

Committee Chair O'Day stated that the City has received a couple of complaints from schools, restaurants, and other businesses in residential areas that they cannot remove snow in the early morning hours before students and customers would need to access their facility. This language change would exempt all power equipment needed to remove snow in the noise ordinance. Plows are already exempt in the noise ordinance.

Mayor Badeaux asked to clarify that the City would allow use of power equipment for snow removal.

Community Development Director Kramvik stated that staff interprets plows and snow blowers, brush attachments to tractors, etc., as different. This would continue to allow plows and add power equipment to the exempt list.

Mayor Badeaux stated that he absolutely does not support this change to the City Code. The City has already received complaints about the use early in the morning from residents and this would not allow recourse for those who abuse right and is not a solution for those residents who are being disturbed. He has received a number of complaints on this issue.

Committee Chair O'Day stated that schools are in neighborhoods, we want our schools to be in neighborhoods so why would we make it difficult for kids get into the schools. Obviously, they would like the user to use some restraint on hours of use.

Member Czczok called for a roll call vote.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND STENGLEIN TO DIRECT STAFF TO DRAFT AN ORDINANCE AMENDMENT THAT EXEMPTS POWER EQUIPMENT FOR THE PURPOSES OF SNOW REMOVAL FROM CHAPTER 20, SECTION 2014.05 OUTDOOR POWER EQUIPMENT OF THE CITY CODE.

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

Discuss Street Lighting Policy

Committee Chair O'Day stated that there have been a few changes to the policy since last meeting. One change was regarding the light throwing standard, the lights will be 80% towards the street and 20% back towards the sidewalk. The temperature recommendation is 3000 Calvin as it is a softer and warmer light. The commercial style lights that were chosen are being revisited due to the cost.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND CZECZOK, DULY CARRIED, TO MOVE FORWARD WITH THE LIGHT THROWING DIRECTION/SPREAD AND THE TEMPERATURE RECOMMENDATIONS.

Review 2022 SPW Code Enforcement Cases

Committee Chair O'Day stated that the Committee directed staff to confer with the City Attorney and develop revised language to City Code 320 in regard to snow removal, grass, garbage, and animal feces to allow for faster resolution of these types of nuisances.

Direction on Active Code Enforcement Cases

Committee Chair O'Day stated that there were three cases brought to the attention of SPW. They agreed with staff's recommendation that they should work with the contractor to determine whether they should wait until spring to abate the properties.

Member Terry asked whether a verbal conversation is had with property owners in every case. She also asked whether staff is cognizant of mental health issues and physical limitations when repairs are needed when cost and ability may be limitations.

Community Development Director Kramvik stated that a majority of the cases that come to SPW are cases where the homeowner has not contacted staff or were in contact with staff but may have stopped responding. Those properties that have reached out to staff and are willing to work with them are typically granted extensions. Unless the property is a rental, there is no way for staff to obtain a phone number for homeowners until they themselves contact staff. Staff does send out information from the HRA for loan or grant programs with some of the

notifications. Providing information for assistance is something that staff would like to develop further.

MOVED AND SECONDED BY COUNCIL MEMBERS O'DAY AND STENGLEIN, DULY CARRIED, TO ISSUE A 10-DAY ORDER TO CORRECT LETTER AND BEGIN WORKING WITH THE CITY ATTORNEY FOR ABATEMENT OF THE PROPERTY. FURTHER, STAFF WORKS WITH THE ABATEMENT CONTRACTOR TO DETERMINE IF ABATEMENT NEEDS TO WAIT UNTIL SPRING BECAUSE OF SNOW FALL TOTALS.

Unfinished Business

Appoint Council Liaisons 2023-2024

Chair Bevans presented his recommendations for appointing Council Liaisons.

MOVED AND SECONDED BY COUNCIL MEMBERS JOHNSON AND STUNEK, DULY CARRIED, TO CONFIRM CHAIR BEVANS APPOINTMENTS OF COUNCIL LIAISONS TO BOARDS AND COMMISSIONS.

Final Reading- Proposed Ordinance 1541- 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 1541 and the language that was added since the failure of Ordinance 1539. He stated that at the last Planning Commission meeting commissioners and staff reviewed the language that brought line A3 back into the Ordinance.

Kevin Yeager, 325 Bluff Ave, Planning Commission, stated that the Planning Commission has dedicated a lot of time and energy crafting language that wasn't too open ended or restrictive. The general discussion at Planning Commission was to limit the demolition of existing homes to expand campuses.

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND STENGLEIN, DULY CARRIED, TO CONDUCT THE FINAL READING OF ORDINANCE 1541 AND DISPENSE WITH THE ACTUAL READING.

Chair Bevans opened the public hearing at 8:02 p.m.

No one came forward.

Chair Bevans closed the public hearing at 8:03 p.m.

MOVED AND SECONDED BY COUNCIL MEMBERS TERRY AND STENGLEIN TO ADOPT ORDINANCE 1541, AN ORDINANCE AMENDING SECTION 515-4: GENERAL BUILDING AND DESIGN STANDARDS

ORDINANCE 1541

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

Call for Applicants – Informational:

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

Charter Commission – 4 terms (Expire 2026) 1 term (Expire 2025)
Rental Dwelling License Board of Appeals – 5 terms (Expire 2025)
HRA Board—1 term (Expire 2027)

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)

Committee Recommendations- Council President

Chair Bevans recommended Glen Nygard to the Airport Commission and Don Gorham to the Planning Commission.

MOVED AND SECONDED BY COUNCIL MEMBERS STUNEK AND JOHNSON, DULY CARRIED, TO CONFIRM CHAIR BEVANS APPOINTMENTS TO COMMITTEES.

New Business

Set Joint Workshop of Park Board and Brainerd City Council

MOVED AND SECONDED BY COUNCIL MEMBERS CZECZOK AND O'DAY, DULY CARRIED, TO SET JOINT WORKSHOP FOR CITY COUNCIL AND PARK BOARD ON FEBRUARY 27TH AT 6:00 P.M.

Discussion on Amending City Code Section 900.08 Chickens

Community Development Director Kramvik stated City Council directed staff to review section 900 regarding chickens, Staff researched nine other Central Minnesota communities and their regulations regarding the matter. He gave an overview of the possibilities of combinations of animals the City could have while allowing 4 hens.

Member Johnson stated that he favors allowing up to any combination of 4 cats and dogs, or any combination of 3 dogs and cats while allowing 4 chickens or 4 ducks.

Member O'Day sees chickens and ducks as food, so they should be considered separately. He also stated he does not favor requiring neighbor permission as long as the birds are contained for a number of reasons. He would be ok with any combination of 4 cats and dogs while allowing 4 chickens or ducks consideration separately.

Chair Bevans stated that there have also been requests for goats and pot belly pigs since he has been on the Council. The guidance to staff is 4 pets and 4 food producing fowl.

Council discussion took place.

Member Stunek called for order.

Public Forum

The Chair opened the public forum at 8:16 p.m.

No one came forward.

The Chair closed the public forum at 8:17 p.m.

Staff Reports

Community Development Director Kramvik stated that the next Planning Commission meeting will include the lighting ordinance and review of the Zoning Code.

Administrator Bergman stated that she attended the Emergency Management Training, it was a good training on roles and responsibilities, next session is February 8, 2023, at the Land Services Building. She had the opportunity to meet Senator Smith during a tour of the Brainerd YMCA which was awarded \$600,000 of Congressional spending.

Mayor Report

Mayor Badeaux reiterated his opposition to adding snow removal equipment to the City Code by offering to come to Council Members homes at 3:00 in the morning to snow blow outside their windows.

Council Member Reports

Member Johnson thanked Staff and City Council for their work on fighting the “Eggpocalypse” with the discussion on chickens. He has a public safety concern for Norwood Street from 13th St to 16th St. He requested that the Street Department and the Police Department post no parking signs so that we can get the street cleared from curb to curb.

Member Terry asked about committee appointments and the responsibility of Members to reach out to the commissions to inform them of liaisons.

Administrator Bergman stated that staff will handle contacting the commissions.

Adjourn

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

The Chair adjourned the meeting at 8:24 p.m.

Jennifer Bergman
City Administrator

ASPEN SIGNS

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
22163 COUNTY ROAD 3	Sign Erector	Active		12/31/2023	2023-0007	12/31/2023

BETTIN INC DBA ECOWATER SYSTE

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
3208 1ST ST S	Water Conditioning Contr	Active	PC643402	12/31/2023	2023-0003	12/31/2023
3208 1ST ST S	Mechanical	Active	MB005965	08/30/2024	2023-0048	12/31/2023

GARTH TRETTER TRUCKING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
15461 IRONWOOD LN	Subs-sewage Treatment Sy	Active	L1843	06/10/2023	2023-0007	12/31/2023
15461 IRONWOOD LN	Excavator	Active		12/31/2023	2023-0011	12/31/2023

HORIZON HEATING & SERVICES INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
PO BOX 9	Plumbing Contractor	Active	PC645766	12/31/2023	2023-0029	12/31/2023
PO BOX 9	Mechanical	Active	MB003818	11/10/2024	2023-0047	12/31/2023

JOE'S HEATING & AIR OF THE NORT

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
13688 KIMBERLY RD	Mechanical	Active	BND281022H	12/02/2024	2023-0045	12/31/2023

KASELLA CONCRETE INC.

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
6191 330TH AVE	Masonry	Active			2023-0005	12/31/2023

LAKES AREA PLUMBING

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
8354 WALDEN RD	Plumbing Contractor	Active	PC643829	12/31/2023	2023-0028	12/31/2023
8354 WALDEN RD	Mechanical	Active	MB003499	09/24/2024	2023-0046	12/31/2023

NC PLUMBING & HEATING INC

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
13688 KIMBERLY RD	Mechanical	Active	MB721187	03/31/2023	2023-0044	12/31/2023
13688 KIMBERLY RD	Plumbing Contractor	Active	PC721186	12/31/2023	2023-0027	12/31/2023

NORTHLAND CONSTRUCTION

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
15496 SORENSON LAK	General Commercial	Active		12/31/2023	2023-0025	12/31/2023

ST CLOUD OVERHEAD DOOR COMP

Address	Licensee Type	Status	State License	License Expire Date	Local License	License Expire Date
10727 BRENT DR	Overhead Doors	Active		12/31/2023	2023-0003	12/31/2023

Total Licensees10

Population: All Records
Licensee.DateRegistered Between 1/13/2023 12:00:00 AM AND 2/2/2023 12:00:00 AM



Brainerd Fire Department Monthly Report

January 2023

ACTIVITIES AND PUBLIC EDUCATION



In January we took delivery of our new fire engine, Engine #23. It is a 4x4 Urban Interface Engine with 1000 gallons of onboard water and a 1500 GPM two stage pump. This Engine will replace Engine #4 that is 23 years old. We truly appreciate this upgrade to our fleet. We had a ceremonial "Push In" to put the truck officially in service. Pushing in the truck dates back to the times when they had to disconnect the horses and push the equipment back into the bays.



We held our Annual Fire Department Dinner at the Brainerd American Legion. Captain Rahn Findlay was named the 2022 Brainerd Firefighter of the Year. Captain Findlay was selected because of his hard work ethics and willingness to help at special events. Captain Findlay has grown as a leader over the last few years and exhibits all the values and characteristics we hold high in our department. He has a "Get it Done" attitude and will always put in the hard work.



Again, this year, we provided EMS coverage at the Jaycee's Ice Fishing Extravaganza on Gull Lake. We are always proud to be asked to be part of these great events.



Brainerd Fire Department Monthly Report

January 2023

TRAINING

January was a busy month for training. We co-hosted with Crow Wing County Emergency Management, an ICS 300 class with our public safety partners and members that would be part of an EOC if we had a large-scale incident or event. The training was very well received, and it was wonderful seeing so many different agencies training together.

We also had a full month of department training including CPR Certification, MnFIRE Cardiac Awareness, and Winter Emergency training with our UTV.





Brainerd Fire Department Monthly Report

January 2023

INSPECTIONS	
Child Care	1
Fire Alarm	27
Hood Suppression	33
Knox Box	1
Licensing Inspection	1
Paint Booth	1
Safety Inspection	2
Special Suppression	2
Sprinkler System	28

BRAINERD FIRE COVERAGE AREA INCIDENT REPORT	
Type of NFIRS Incident (National Fire Incident Reporting System)	Coverage Area Total Incidents (Includes City of Brainerd)
Fire	7
Rescue & Emergency Medical Service	7
Hazardous Condition	1
Service Calls	2
Good Intent Call	9
Alarm Activation	11
Severe Weather	0
TOTAL	37
Type of NFIRS Incident (National Fire Incident Reporting System)	City of Brainerd Total Incidents
Fire	2
Rescue & Emergency Medical Service	1
Hazardous Condition	1
Service Calls	2
Good Intent Call	6
Alarm Activation	7
Severe Weather	0
TOTAL	19



Brainerd Fire Department



20 22



Annual Report



A Message from the Fire Chief

Brainerd Fire Department had its busiest year in history during 2022, surpassing last year's record numbers.

During 2022, we responded to 643 calls for service – an 8% increase over our previous busiest year. The previous record was set in 2021 with 595 calls.

The men and women of our department provided top notch service throughout the year and remain devoted to serving our community. This annual report is a summary of the great work the Brainerd Fire Department accomplished together in 2022.

We continue to look for and prioritize ways to keep our firefighters safe and healthy.

- Throughout the year we held Crew Workout Mondays before our department training. We had great participation, and the results are evident by those that have attended.
- Firefighter physical and mental health remains a top priority for the department. We began participation in the MnFIRE Deeper Dive related to cancer and cardiac issues in the fire service.
- We conducted HazMat Technician level training for the department, and I am proud to say that we are one of only a handful of departments in our region that have the equipment and training to respond to technical hazardous materials incidents.
- We conducted nearly 3,600 hours of training, including Live Fire training, EMS, Auto Extrication, SCBA, Emergency Driving, Pump Operations, and Aerial Operations. We also had several firefighters attend a three-day Aerial Operations training at Camp Ripley led by instructors from throughout the country.

We celebrated our department's 150th anniversary with a Firefighter's Ball. It was a formal event attended by our firefighters and their spouses/partners that brought us together to celebrate our past and our future.

I was honored to be nominated and selected as the Minnesota State Fire Chiefs Association 2022 Fire Officer of the Year – Population over 10,000. Knowing the nomination was made from within our department, with the support of our law enforcement partners, makes it even more special.

I am truly honored to be part of the Brainerd Fire Department and grateful for the hard work our firefighters have put into making this such an admirable department. I look forward to another great year and am excited to dive into additional projects for department. We are growing and need to continue to stay current with our operations and anticipate future needs.

Thank you for the continued opportunity to serve as your Fire Chief. It is an honor and privilege I don't take lightly.

Tim Holmes, Brainerd Fire Chief



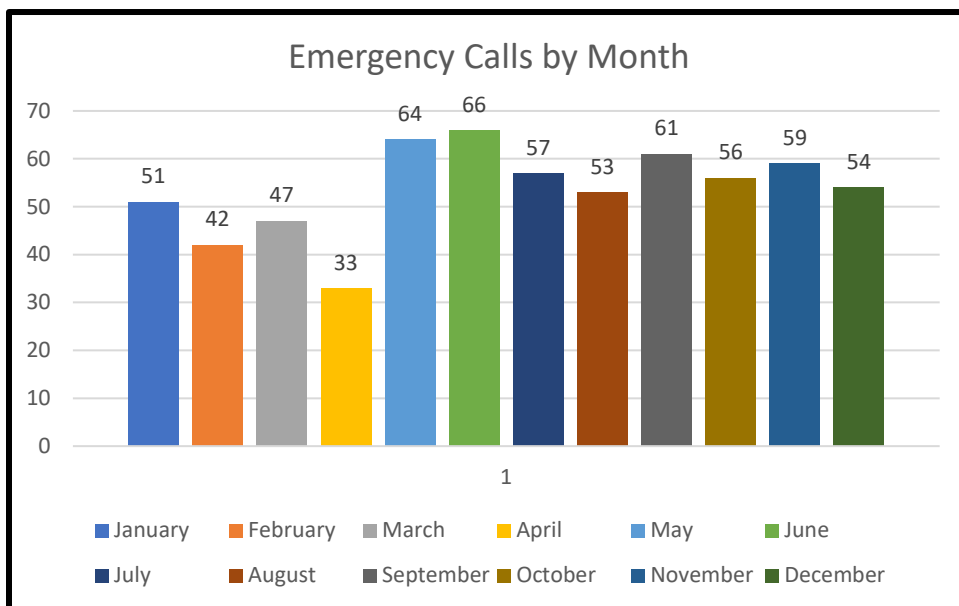
Emergency Response

Brainerd Fire Department has a coverage area of 260 square miles, with a population of over 33,000 permanent residents. This coverage area includes the City of Brainerd, the City of Baxter, and townships: Crow Wing, Long Lake, Nokay Lake, Oak Lawn, St. Mathias and Unorganized / 1st Assessment.

Critical infrastructure includes regional medical centers, government buildings, regional airport, public and private schools, community college, Burlington Northern Railroad, MN DNR tanker base station, multi-story structures including a twelve-story apartment building, nursing homes, buildings listed on the National Register of Historic Buildings, and water parks. The coverage area includes four major state highways.

A Fire Advisory Board, consisting of representatives from every city and township in the coverage area meets quarterly for department updates. Brainerd Fire Department has mutual aid agreements with 29 regional fire departments which protect 4,000 square miles. The Department is an active member of the Cuyuna Range Fire Chiefs and Firefighters Association.

Incident Type	Count	Percent of Total
Fire (<i>Structures, Wildland, Vehicle, Rubbish</i>)	67	10.42
Rescue & EMS (<i>Crashes, Extrication, Rescue</i>)	84	13.06
Hazardous Condition (<i>Gas Leaks, Carbon Monoxide Incidents</i>)	61	9.49
Service Call (<i>Smoke, Public Service Assistance, Unauthorized Burning, Assist other Government Agencies</i>)	78	12.13
Good Intent Call (<i>Cancel Enroute, No Emergency Found, Controlled Burning</i>)	153	23.79
False Alarm (<i>System Malfunction, Unintentional Alarm Activation, Carbon Monoxide Detector Activation</i>)	197	30.64
Severe Weather	3	.47
Total	643	
Mutual Aid Given	5	Garrison, Little Falls, Nisswa, Pillager
Mutual Aid Received	5	Deerwood, Nisswa



Emergency Response by City / Township

City of Brainerd

Incident Type	Count
Fire	25
Rescue & EMS	35
Hazardous Condition	32
Service Call	47
Good Intent Call	83
False Alarm	109
Severe Weather	1
Total	332

City of Baxter

Incident Type	Count
Fire	8
Rescue & EMS	22
Hazardous Condition	8
Service Call	11
Good Intent Call	36
False Alarm	65
Severe Weather	2
Total	152

Crow Wing Township

Incident Type	Count
Fire	7
Rescue & EMS	4
Hazardous Condition	2
Service Call	3
Good Intent Call	6
False Alarm	3
Severe Weather	0
Total	25

Long Lake Township

Incident Type	Count
Fire	3
Rescue & EMS	3
Hazardous Condition	1
Service Call	3
Good Intent Call	1
False Alarm	0
Severe Weather	0
Total	11

Nokay Lake Township

Incident Type	Count
Fire	4
Rescue & EMS	1
Hazardous Condition	2
Service Call	0
Good Intent Call	3
False Alarm	1
Severe Weather	0
Total	11

Oak Lawn Township

Incident Type	Count
Fire	7
Rescue & EMS	8
Hazardous Condition	3
Service Call	2
Good Intent Call	2
False Alarm	3
Severe Weather	0
Total	25

St. Mathias Township

Incident Type	Count
Fire	2
Rescue & EMS	0
Hazardous Condition	0
Service Call	0
Good Intent Call	2
False Alarm	2
Severe Weather	0
Total	6

Unorganized / 1st Assessment

Incident Type	Count
Fire	11
Rescue & EMS	11
Hazardous Condition	13
Service Call	7
Good Intent Call	20
False Alarm	14
Severe Weather	0
Total	76

Emergency Management

Emergency Management is an important part of public safety in the City of Brainerd. Fire Chief Holmes is the Emergency Management Director for the City of Brainerd and has built a positive working relationship with Crow Wing County Emergency Management. Chief Holmes is an active member of the Minnesota Type 3 All Hazard Incident Management Team.

CROW WING COUNTY ALERT

The City of Brainerd participates in Crow Wing County ALERT. Crow Wing County ALERT is a mass notification system through Everbridge to inform our residents of immediate emergency alerts and optional community information.



PulsePoint

Brainerd Fire Department was the leader in bringing PulsePoint to Crow Wing County. This project has been fully funded by donations from businesses and community groups in the Brainerd Lakes area.

PulsePoint is a mobile app that empowers everyday citizens to assist someone suffering from a sudden cardiac arrest, and possibly save someone's life. PulsePoint also identifies AEDs in the community so they can be accessed in the event of a cardiac emergency.

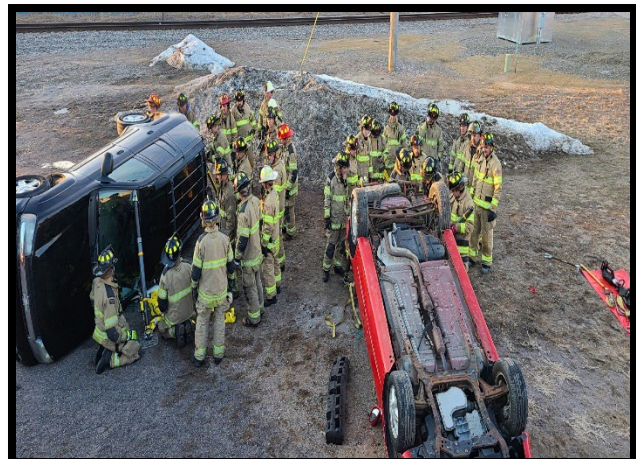


Training

Training is an essential component to providing effective firefighting services. Brainerd Firefighters fill many different roles to protect the community. Firefighters are all certified Firefighter I and II and train in various topics, including Medical Response, Auto Extrication, Rescue, Fire Control and Suppression, Hazardous Materials, OSHA, Incident Command System, Pumping, Fitness, Tactical Operations, Aircraft Rescue Fire Fighting, Truck Operations, Emergency Driving, SCBA, Ladders, Ventilation and Confined Space.

Certification training and refresher training is conducted annually. Firefighters, Captains and Battalion Chiefs all have minimum training requirements for their positions.

Certification Training	Certified Firefighters
Aircraft Rescue Fire Fighting	23
Emergency Medical Responder	19
Emergency Medical Technician	17
Fire Apparatus Operator	25
Fire Inspector	8
Fire Instructor	22
Fire Investigator	2
Fire Officer	19
Hazardous Materials	22
Youth Fire Prevention Intervention	3



Fire Inspections

Fire inspections ensure all development projects meet the applicable life safety codes. We strive to keep the community safe through plan review and operational permits. Annual inspections are conducted for license requirement within the coverage area. These include family childcare and foster care, liquor establishments, filling stations, second-hand good establishments and pawnbrokers, second-hand automobiles, and tobacco sale establishments.

Fire permits require a fire inspection within the coverage area. These include fire suppression systems, exhibition and trade shows, fairs and temporary membrane events, fireworks displays and sale of consumer fireworks, and above ground / underground tank permits. Knox boxes are also monitored by the Brainerd Fire Marshal.

Type of Inspection	2022 Total
Commercial Kitchen Exhaust Cleaning	150
Construction and Plan Review	20
Family Day Care / Foster Care	4
Fire Alarm Permit and Testing	314
Fire Safety	56
Fire Pump	29
Hood Suppression and Installation	175
Knox Box Installation	30
Licensing / Permits	112
Paint / Spray Booth Suppression	2
Private Fire Hydrants	1
Special Suppression	13
Sprinkler Annual and Review	375
Tank Install / Removal	1
Tier II Reports	26
Total	1308

Activities

Brainerd Fire Department received \$1,000 from Center Point Energy to assist in the purchase of a Controller System for a Recue Lifting Bag System, and \$2,000 from the Minnesota Department of Natural Resources (DNR) to assist in the purchase of Wildland Firefighting Helmets and Pump Backpacks.

The Minnesota Board of Firefighter Training and Education reimbursed Brainerd Fire Department \$19,279 for training expenses. Brainerd Fire Relief Association donated \$8,507 for a chainsaw, battery pack and chainsaw adaptor kit, two wet dry vacuums and an ice machine for the department. Other donations included \$1,000 for pagers, \$500 from the Brainerd Jaycees, and a donation in the amount of \$2,825 from Dicks Sporting Goods for dumbbells, a flat bench and a treadmill. Donations totaling \$9,855 was received from local corporate donations for Fire Safety / Public Education materials.

Firefighters attended numerous community activities throughout the year, including the National Night Out and Night to Unite events in Brainerd and Baxter, Bags with Badges, 9/11 Memorial Ceremony and Stair Climb and the Brainerd American Legion Thanksgiving Meal Delivery.



Fire Safety Education

The Fire Safety Education program reaches children and adults in the coverage area through station tours, family daycares, child care centers, youth groups, elementary schools and various community organizations.

A Smoke and Carbon Monoxide Alarm program was implemented focusing on the elderly and those unable to service their own alarms. Fire crews visited 14 homes and installed smoke alarms and carbon monoxide alarms, along with replacement batteries.

Brainerd Fire Department partnered with Brainerd Ace Hardware for a Fire Safety Coloring Contest. Forty-five entries were received and Ace Hardware generously donated four children's bicycles and helmets as prizes.

Type of Public Education	2022 Total Population Reached
Adults	4,300
Children: Schools and Day Cares	5,700
Events: Open House, Touch a Truck, etc.	2,500
Fire Extinguisher Training	250
Total	12,750



Fire Safety Open House

Brainerd Fire Department held its Fire Safety Open House in October. The fire prevention theme was 'Fire Won't Wait. Plan Your Escape'.



Leadership



Tim Holmes
FIRE CHIEF
7 YEARS



Dave Cox
FIRE MARSHAL / DEPUTY CHIEF
6 YEARS



Elaine Kraemer
ADMINISTRATIVE SPECIALIST
21 YEARS



Joe Rubado
BATTALION CHIEF
26 YEARS



Jeff Schellin
BATTALION CHIEF
21 YEARS



Dave Read
SQUAD 1 CAPTAIN
14 YEARS



Rahn Findlay
SQUAD 2 CAPTAIN
9 YEARS



Matt Holmstrom
SQUAD 3 CAPTAIN
16 YEARS



Joe Enge
SQUAD 4 CAPTAIN
14 YEARS



James Norwood
SQUAD 5 CAPTAIN
9 YEARS

Firefighters



Josh Smith
20 YEARS



Todd Johnson
19 YEARS



Dennis Howard
17 YEARS



LaWayne Mann
17 YEARS



Cory Zeien
17 YEARS



Jay Bautch
16 YEARS



Joel Jacobson
14 YEARS



Sam Marohn
13 YEARS



Jeremy Powell
13 YEARS



Greg Amundson
11 YEARS



Chris Groenwold
11 YEARS



Jonathan LeMieur
11 YEARS



Brian Kargel
9 YEARS



Erik Flowers
6 YEARS



Nick Haglin
6 YEARS



Steve Isle
6 YEARS



Paul Rosier
4 YEARS



Katie Grimsby
4 YEARS



Chris Wallace
4 YEARS



Clint Headley
3 YEARS



Erik Hidalgo
3 YEARS



Matt Ingman
3 YEARS



Robert Kramer
3 YEARS



Drew Beeson
2 YEARS



Randy Kalis
2 YEARS



Rick Lee
2 YEARS



Henry Praska
2 YEARS



Nick Anderson
NEWHIRE



Isaac High
NEWHIRE



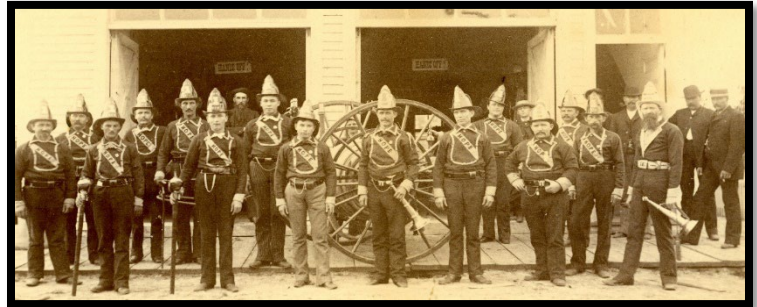
Anthony Moberg
NEWHIRE



Tyler Ogren
NEWHIRE

Highlights

Brainerd Fire Department celebrated its 150th Anniversary in 2022



Firefighter of the Year

Captain Rahn Findlay

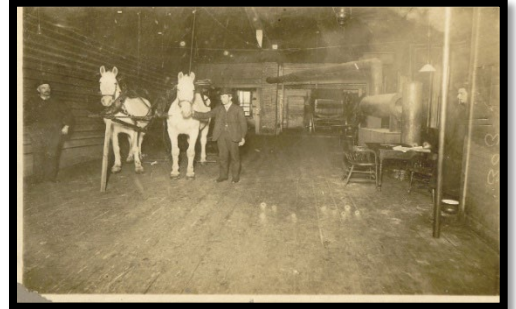


History

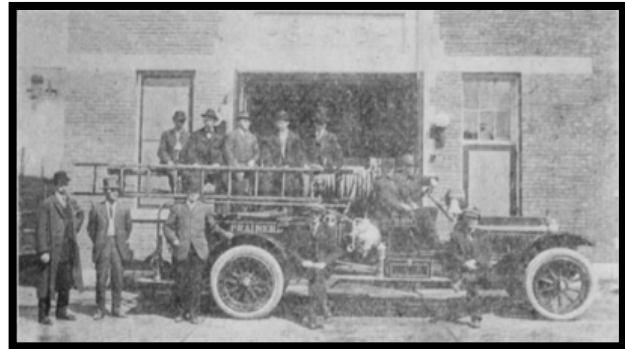


Brainerd Fire Department was organized February 13, 1872 in Askews Billiard Hall, with 37 men paying one dollar each to belong. The only source of water in town was three town wells. The usual manner of fighting a fire was with a bucket brigade in which pails of water was passed from hand-to-hand down the line of men to the fire. In 1885, a two-story frame fire station was constructed at the north end of South Fifth Street. In the early 1890's, a team of iron grey horses was purchased. The

equipment was arranged in such a way that at the sound of the alarm, the team would come out of its stall, be harnessed, and hitched to the wagon, often in less than a minute after the alarm sounded. Horses were used for 20 years.



In 1914, a new fire station was constructed on Fifth Street, next to City Hall. A new fire truck was purchased in 1915.



The current fire station located at 23 Laurel Street, was constructed in 1982. In 2004, a substation was built at 1301 Mill Avenue and a training room addition was added to the main station.



Apparatus



Engine 21



Engine 3



Engine 4



Tender 1



Tender 3



Tender 4



Tower 20



Rescue 2



Zodiac Boat



UTV



Fire Chief



Deputy Chief / Fire Marshal

Mission and Vision Statement and Core Values

Mission

Brainerd Fire Department is an all-hazard fire department dedicated to providing quality, timely and professional emergency services to the communities we serve. Respecting each other through trust, pride, diversity, integrity, and training. Working together to achieve the highest levels of preparedness, prevention, and community involvement with a dedication to purpose.

Vision

Brainerd Fire Department will be recognized in our community and region for consistent rapid response using state of the art equipment and tactics. Brainerd Fire Department is committed to employee growth and development. We will provide a supportive environment promoting physical and mental fitness that allows for growth and competence in the ever changing demands of the fire service. Brainerd Fire Department will strive to become a leader in interagency collaboration and partnership by providing necessary resources and sharing information.



Core Values

Honor – We are loyal, proud, and respectful of our profession, our leaders, our unit, our department, and the people we serve.

Integrity – We are honest, reliable and adhere to high moral standards. We demonstrate and encourage the highest ethical behavior. Our word is our bond.

Cooperation – We work together as a 'team' and assist each other. We constantly seek opportunities to make improvements in our jobs, support new ideas, encourage partnership, and develop positive working relationships with cooperators. Together we are stronger.

Professionalism – We strive to be the best at what we do. We perform our jobs with the highest degree of skill and competency. Our appearance and conduct promotes confidence and trust from the public, other departments, and agencies we work with.

Innovation – We recognize and understand the constancy of change in our community and industry impacts our business daily. We are committed to seeking out and implementing innovation and progressive thinking to address change effectively and efficiently, benefitting those we serve.

Trust – We trust one another to prepare in such a way that puts the safety, effectiveness, and reputation of our department first.





HR DIRECTOR REPORT

In this report:

- Classification and Compensation Study
- Pay Equity Report
- Personnel
- Wellness Committee

Classification and Compensation Study

All employees were requested to complete and submit their Job Analysis Questionnaires (JAQs) to their supervisors by December 14th. Supervisors then were expected to review and submit their comments to the HR Director and City Administrator who will complete a final review before the JAQs are submitted to the consultant.

As requested by the Brainerd Public Utilities Commission, the Consultant plans to make a recommendation by February 17th regarding the BPU Department's top two positions to begin preparation for BPU Finance Director Wicklund's upcoming retirement.

Pay Equity Report

The City of Brainerd is required by MN State Law to file a Pay Equity Report every three years. Staff filed the City's report that was due January 31, 2023, for wages as of December 31, 2022. In reviewing the City's data that was submitted into the State's Pay Equity System, it was determined that we are not in compliance at this time. In discussing this with Flaherty & Hood (FH), our Classification and Compensation Study Consultant, FH Staff recommended that the Council approve and submit our pay equity report by the deadline as required by law realizing it is not in compliance. We expect that the State will notify the City that it is not in compliance; however, that determination could take a week or months — that timeframe is unknown. Council will then need to officially request an extension from the State for the consultant to complete the report and for Council to consider implementation.

The Brainerd Lakes Regional Airport Commission was also required to submit their Pay Equity Report to the State this year. Staff also filed the Airport's Pay Equity Report by the deadline. Since the Airport is a small employer and the State's system requires more than three male classifications for an entity to immediately determine if they will comply with pay equity requirements, Staff was not able to determine if the Airport will be in compliance or not. The Airport will need to wait for the State to make their determination.

Personnel

New Hires/Promotions for City/BPU/HRA:

- Richard Berry - Spring Police Intern (2/02)
- Taylor Crocker - HRA Operations Administrative Specialist (1/17)
- James Reed - Senior Eng. Tech/Project Coord. (2/15)

Current Job Opportunities:

Full-time

- Lineworker - Accepting applications starting 2/7.
- Police Officer - Offer was extended and candidate is going through the pre-employment process.

Part-time:

- Police Intern (Summer Semester)
- Engineering Intern
- Communications Intern
- GIS Intern
- Special Events Assistant

There are currently five City/BPU/HRA employees with Family & Medical Leave Act (FMLA) issues resulting in intermittent leave when needed.

Staff notified the BPU Department employee that recently received permanent work restrictions that we can no longer accommodate his light duty status as of January 23rd. The employee currently is drawing down his leave balances. Staff is assisting the employee through the work comp and long-term disability process. Staff will provide more information when available relative to backfilling this position depending on department needs.

Wellness Committee

The City recently received our 2022 wellness incentive payments from The Better Health Collective (Sourcewell – our health insurance provider). Employees were eligible to earn points and receive up to \$250 into their Health Savings Account for their participation in our online Wellness program. The payments will be processed through payroll and employees can expect the payments with their first check in February.

The Wellness Committee organized a Lunch 'N Learn on January 24th focusing on Work/Life Balance. The Committee is also planning a blood drive for employees including Council and their spouses for Wednesday, April 26th at the Fire Station Training Room. More details to come!

February is American Heart Month and Random Acts of Kindness Month. Employees were asked to participate in the following:

- * Wear **red** on Friday, February 3rd.
- * Assist in cleaning The Bridge on 7th Overnight Shelter during lunch on Wednesday, February 15th from 11:30am-1:30pm.
- * Share kindness within your homes on the week of February 20th.



CITY ENGINEER/PUBLIC WORKS DIRECTOR REPORT FEBRUARY 6, 2023 CITY COUNCIL MEETING

Recreation Report

Outdoor Skating Rinks & Warming Houses

- Adult Pond Hockey

League has had some incidents to which we have noted and working on some solutions. We did purchase score flip boards that have helped a lot. The ice has been trying after the 3-day weekends, but the spirit of the players seems understanding and accepting.

- Youth Pond Hockey

Practices are underway, their first games were on January 21 in Nisswa. Jerseys were delivered and they look GREAT! We purchased 20 jerseys for 3 separate sets. Orange for Polar Bears, Green & Yellow for Penguins. We spent about half what we expected to spend for jerseys by not going the sublimation route, so we were able to purchase some new helmets, elbow pads, shin pads, gloves, and breezers for the players! Picture day is scheduled for February 4th with Picture Day Pro.



- Warming Houses & Attendants

It has been tough to schedule warming house attendants with some recent short falls with background checks adding a new step to the process taking it many weeks to get those back before people can work. We also have struggled with some of the large snow falls impacting employees to even travel to get to the warming houses. For the most part the public seems to understand that we are doing the best we can with what we have. We purchased some larger sized skates for some of the warming houses lacking with some of the donated funds from 2022 for that specific cause. We also have purchased some hockey pucks for the warming house attendants to loan to those who may need one for a few hours with the expectation they would give it back. In the past everything we had was and had been donated. But, a request was made that we have some always available for the public upon request.

- Skating Rinks

We have had RECORD numbers at the skating rinks this year. It could be for a variable of reasons, but we believe the temperatures plus the winter break hours has really assisted those numbers. We are starting to see the north side have issues at Memorial Park again the maintenance crew is working hard to keep ice in those areas but is still challenging.

Special Events

- The Valentine's Day Skating Party

Taking place at Gregory Park Warming House and Skating Rink on Sunday, February 12 from 1 – 4 p.m. This is a free community event that gets people outside skating! We do a potluck style food offering inside the warming house. We receive a sponsorship from Wendy's for chili and we typically have hot cocoa, chips, hot dogs, desserts available as well. We do a couple fun games outside with Valentine's Day theme prizes for the children who participate. *(It's an event on Facebook please help us by inviting friends/family that might be interested)*



Parks Maintenance Report

Mississippi Landing Trailhead Park Project

The contractor has completed most of the structure roofs, fascia, etc. Some remaining work remains in the restroom with fixtures and building finishes. Building construction is expected to continue during the cold weather months with turf establishment expected to take place during spring in 2023.

Kiwanis Park Improvements

The contractor has completed the exterior work except painting which will occur once weather allows. The contractor is completing restroom fixture installation this week and is expected to wrap up final touch ups.

- Clearing and flooding rinks.
- Misc. snow removal.
- Replaced faulty thermostat mens room MMP.
- Replaced hydraulic pump motor on skid steer broom.
- Re-built broom frame. Skid steer attachment.
- Replaced faulty solenoid on skid.
- Garbage runs for all warming houses and dog park. Checked daily.
- Building more skate helpers.
- Brought in equipment to warm storage prep. For trade-ins.
- Removing and storing downtown décor.
- Repaired pond hockey nets.
- Cleaned floor drains and general maintenance of shop.
- Getting bids on misc. equipment and projects.
- Assisted with snow plowing during events on City streets
- Cleared snow from crosswalks on S. 6th Street
- Walk-thru of Epoxy Flooring contractor for bids

Streets Maintenance Report

Winter Season Operations

Staff has issued four snow emergencies this season as of the Council packet issuance. During the week of February 6th, staff intends to schedule and notify the following areas for no parking to perform curb and boulevard snow removal:

- Monday - Service Road adjacent to S. 6th Street
- Tuesday - Remaining on College Drive
- Wednesday - NW 4th Street from Laurel Street to Roundabout
- Thursday – Pine Street from 11th Street SE to Beech Street
- Friday – Vehicle maintenance and miscellaneous snow clearing as needed

Street & Parks Building Addition

Delays in some of the parts required to install the final exhaust fans is resulting in delays of completion. Staff is working with Nor-Son and Pike's to bring the project to completion. Following the fans, Holden Electric will complete the final electrical connections for the fans and doors. Staff is working on determining a timeline for moving staff and materials to the new facilities.

Maintenance Tasks Completed Month Prior

- Snow emergency and snow clearing operations
- Continued snow removal from low-priority areas such as alleys, cul-de-sacs, and dead end streets
- Curb and boulevard snow removal from priority areas surrounding schools

- Sewer inspection and cleaning as needed
- Salt/sanding areas and intersections in areas with low traction

Engineering Report

Historic Water Tower Project

Most of the work has been completed for the new roof structure. Some additional drain work remains to be completed. Staff and HyTec are discussing the proposed corrections and cost to be completed.

Other Activities

- Hiring of James Reed to Senior Engineering Technician position.
- Continued review and discussion of Harrison Elementary SRTS project design.
- Continued review and discussion of Lum Park Road SPRA project design.
- Preparation and sending of easements to properties adjacent to the Buffalo Hills Gully Remediation project.
- Continued design development and coordination with BPU for South Brainerd Reconstruction project.
- Kick-off meeting for the TH 210/Lum Park Pedestrian Bridge Feasibility Study
- Researched details regarding proposed Street Lighting Policy.
- Attended City Engineers Association of Minnesota (CEAM) Annual Conference in Bloomington
- Reviewed TH 210/Washington Reconstruction project stormwater/drainage scope

Transit Report

Activities

- TAC Committee Meeting held on January 26th to discuss 2022 financials and discuss opportunities with agency and Blue Sky partners.
- Continued coordination with Blue Sky staff to discuss system needs, staff concerns and further coordination efforts moving forward.
- Continued transit marketing and increasing social media presence.
- Completed required monthly reporting with BlackCat and MnDOT.
- Addressed 3 reports regarding accidents/incidents on buses.

MEMO



TO: Mayor and City Council
FROM: City Administrator, Jennifer Bergman
DATE: February 6, 2023
RE: City Administrator Report

Holiday Lights

The holiday lights downtown have reached the end of their life. In 2021, a group met to discuss a plan to replace the lights. We reconvened the group on January 19th to discuss a plan moving forward. The consensus was to replace what we have for 2023 with new swags and wreath and to get permission from the property owners to fasten them to the buildings. Then, we will continue to work on a long-term plan which would include permanent electrical outlets to the street light poles that do not have one and more lights. Staff will be getting cost estimates for the lights and the group will reconvene to make a recommendation. The plan will then go to the City Council for your consideration.

BPU Commission

The BPU Commission met on January 31 – see attached agenda. Updates include: 1) Roberts Gravel Pit purchase – still no response from the Roberts on the purchase agreement; 2) Electric Service at Rotary Pavilion – Trent Hawkinson, Mike Angland, Jessie Dehn and I met with representatives from Rotary and after the discussion, the decision was made to postpone solar panels to 2024; 3) Sewer Line River Crossing – moving forward and working with Widseth to complete the permit to cross public waters; 4) Hydro Automation – Staff is reviewing three different options for automation and researching the best return on investment. I did not include the full packet but it can be forwarded to you if you would like additional information.

LMC Elected Officials Training

I have registered for the League of Minnesota Cities Elected Leaders Institute Foundational Program in Alexandria (see attached). The training includes a few online courses as well as an in-person sessions on March 3rd and 4th at Arrowwood Resort in Alexandria. Please let me know if you are interested in attending this training and we can get your registered.

Other Training

February and March are clearly training months. I will also be attending the Ehlers Public Finance Seminar on February 2 and 3 and the MPELRA Winter Conference on February 8.



BRAINERD PUBLIC UTILITIES

8027 Highland Scenic Rd • P.O. Box 373 • Brainerd, Minnesota 56401

Business Office: 218.829.8726 ■ **Repair Service:** 218.829.2193

www.bpu.org

BRAINERD PUBLIC UTILITIES

AGENDA FOR REGULAR MONTHLY OF JANUARY 31, 2023

9:00 AM, COMMISSION ROOM, BPU SERVICE CENTER, 8027 HIGHLAND SCENIC ROAD

1. Call to Order
2. Roll Call – Angland ____, Johnson ____, Matten ____, Wussow ____, O'Day ____
3. Pledge of Allegiance
4. Election of 2023 Officers
5. Consent Agenda
 - A. Approval of Minutes for Regular Monthly Meeting of December 20, 2022
 - B. Approval of the Current Month's Bills
 - C. Approval of Agenda
 - D. Approval of Pay Request No. 14 Received from Magney Construction for \$181,942.10 for Water Tank Storage Project (see Attached Payment Application)

Recommended Action: Roll Call Motion to Approve Consent Agenda Items A, B, C, and D.

6. Public Forum – Time allocated for customers to bring matters not on the agenda to the attention of the Commission – Time limits may be imposed.
7. Commission Committee Reports
 - A. Human Resource
 - B. Finance
8. Unfinished Business
 - A. Purchase of Roberts Property
 - B. Electric Service to Rotary Pavilion
 - C. Sewer Line River Crossing Project
 - D. Hydro Automation
 - E. Crypto Mining Projects
 - F. Succession Planning
9. New Business
 - A. Fitch Waiver Request for Wastewater Treatment and Collection (See Attached Schedule).
 - B. Recommend to Council the Authorization to fill a Journeyman Lineworker Position which as been Vacant since November 7, 2022.
 - C. Accept the Retirement of Dave Wise, a Hydro Operator, Effective March 31, 2023.
10. Reports
 - A. City Administrator
 - B. City Council Liaison
 - C. Finance Director
 - D. Superintendent
 - E. Commission Members – Future Agenda Items

11. Adjourn: Motion - _____, Second - _____.



Alexandria Cohort

This blended learning program combines elements of self-paced, on-demand online learning with in-person classroom-based learning.

Register for the Alexandria Cohort

On-Demand MemberLearn Courses Open on Wednesday, Feb. 8

Learners should complete the following courses ahead of attending the in-person portion of the program which begins on March 3. *Note: These courses do not expire and will be accessible to participants indefinitely.*



Courses Opening on Feb. 8:

- Welcome and Overview (Approx. 10 minutes)
- City Structure and Roles (Approx. 60 minutes)
- Open Meeting Law (Approx. 30 minutes)

Courses Opening on Feb. 15:

- Public Finance 101 and 201 (Approx. 30 minutes)
- Legal Landscape for Elected Officials (Approx. 60 minutes)

Courses Opening on Feb. 22:

- Personnel Management (Approx. 20 minutes)
- Communicating for Community Engagement (Approx. 20 minutes)

The in-person sessions on Friday, March 3 – Saturday, March 4 will be held at Arrowwood Resort and Conference Center

In-person agenda subject to change Alexandria Cohort Agenda (doc).

Friday, March 3

10:30 a.m.

Welcome and Check-in

11 a.m.

Greeting from Host City

11:05 a.m.

Welcome and overview of program

Ron Johnson, LMC Board President and Council Member in Bemidji; Adriana Temali, Learning Manager, League of Minnesota Cities

11:15 a.m.

Elected Leadership: An Invitation to Make a Positive Difference

Dave Unmacht, Executive Director, League of Minnesota Cities

12 p.m.

Lunch

1 p.m.

Good Governance and Open Meeting Law

Amber Eisenschenk, Research Manager, League of Minnesota Cities

Please note: this session builds on information learned in the Open Meeting Law MemberLearn course. It is recommended that you complete the course in MemberLearn ahead of this session.

2:15 p.m.

Break

2:30 p.m.

Public Finance in Context

Lisa Sova, Assistant Finance Director – Outreach, League of Minnesota Cities

Please note: this session builds on information learned in the Finance 101 and 201 MemberLearn courses. It is recommended that you complete the course in MemberLearn ahead of this session.

3:45 p.m.

Break

4 p.m.

Advocacy at the Capitol

Craig Johnson, Intergovernmental Relations Representative, League of Minnesota Cities

4:30 p.m.

Social Time

5:30 p.m.

Dinner and remarks from League Leadership and event sponsors

Saturday, March 4

8 a.m.

Continental Breakfast

8:30 a.m.

Risk and Legal Obligations for Cities in Context

Ed Cadman, General Counsel, League of Minnesota Cities

Please note: This session builds on information learned during the Risk and Legal Obligations MemberLearn course. It is recommended that you complete the course in MemberLearn ahead of this session.

9:45 a.m.

Break

10 a.m.

Elected Leaders Panel

Moderator: Luke Fischer, Deputy Director, League of Minnesota Cities

Panel will consist of elected and appointed officials from the League's Board of Directors and surrounding area.

11 a.m.

The Power of Purpose

Ethical Leaders in Action

12 p.m.

Closing Remarks and Adjourn

Fee

\$350

Hotel Information

Arrowwood Resort and Conference Center

2100 Arrowwood Lane

Alexandria, MN 56308

Phone: (320) 762-1124

Link to map: <https://goo.gl/maps/rGR4X6Piwer>

Room rates: \$134 – \$199

Please contact the hotel directly to make your room reservations. To receive the special room rate, ask for the "League of Minnesota Cities"

group block when making reservations. *Make your reservations by Feb. 6, 2023 to take advantage of the conference rate.*

Check in time: 4 p.m.

Check out time: 11 a.m.

Cancellation Policy

If you are no longer able to participate in the program before the program start date of Feb. 8 we are able to offer you a full refund. Cancellations must be received via email to registration@lmc.org on or before 8 a.m. on Feb. 8, 2023.

After Feb. 8 we are able to offer cancellations only for the in-person part of the program, and you will be charged a \$99 cancellation fee. You will still have access to the online, on-demand courses as part of the program.

Please email registration@lmc.org with any questions.

R E S O L U T I O N

NO. __:23

**RESOLUTION APPROVING MINNESOTA LAWFUL
GAMBLING PREMISE PERMIT**

WHEREAS, the Brainerd Snodeos has applied for State of Minnesota Gambling Control Board Premises Permit Application for lawful gambling to be conducted at Notch 8, 1551 Northern Pacific Road, Brainerd.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Brainerd that the premise permit as requested by the Confidence Learning Center is hereby approved.

Adopted this ____ day of February 2023

KELLY BEVANS
President of the Council

Approved this ____ day of February 2023

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Accept the Retirement of Hydro Operator David Wise

AGENDA: Consent Agenda

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Kris Schubert

DEPARTMENT: HR

PRESENTER: Kris Schubert

ESTIMATED TIME (MIN): n/a - consent

SUMMARY OF ISSUE:

Hydro Operator David Wise has submitted his retirement notice to be effective March 31, 2023. The BPU Commission, at its meeting held January 31, 2023, recommended to accept Mr. Wise's retirement.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

The BPU Department is in the process of automating the Hydro Dam facility. At this time, Staff is not asking to backfill the position and has entered into discussions for a Memorandum of Understanding between the City; IBEW Local No. 31 (Public Utilities) Union; and the United Steel Workers (Hydro) Union to allow IBEW employees to assist at the Hydro Dam when needed.

RECOMMENDED ACTION/MOTION:

Accept with regret the retirement of Hydro Operator David Wise effective March 31, 2023.

FINANCIAL IMPACT:

Is there a cost associated with this request: Yes – severance pay

What is the total cost, with tax and shipping: Unknown

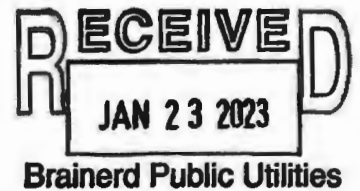
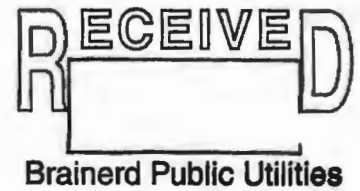
Is this budgeted? (Please Explain) Yes

Jan 16 2023

WAUSAU PAPER

Dave Wise is retiring
from BPU Hydro plant
March 31 2023

Your notice
is needed.





Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Authorize Staff to Begin the Lineworker Hiring Process

AGENDA: Consent Agenda

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Kris Schubert

DEPARTMENT: HR

PRESENTER: Kris Schubert

ESTIMATED TIME (MIN): n/a - consent

SUMMARY OF ISSUE:

Lineworker Jonathan Engholm resigned effective November 4, 2022. At that time, Staff requested time to determine if we should backfill Mr. Engholm's position with a Journeyman or Apprentice Lineworker. Staff is requesting authorization to begin the hiring process for a Journeyman Lineworker.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

This item is being included on the consent calendar as the BPU Commission discussed this at its January 31st meeting and recommended approval.

RECOMMENDED ACTION/MOTION:

Authorize Staff to begin the hiring process for a Journeyman Lineworker.

FINANCIAL IMPACT:

Is there a cost associated with this request: Yes

What is the total cost, with tax and shipping: \$2,000 for advertising & pre-employment testing

Is this budgeted? (Please Explain) Yes – the hiring cost is offset by the vacancy



Brainerd City Council Agenda Request

MEETING DATE: 02/06/2023

TITLE OF ITEM: Sale of retired fire department apparatus, Engine #4

AGENDA: Consent Agenda

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Fire Chief Holmes

DEPARTMENT: Fire

PRESENTER: Fire Chief Holmes

ESTIMATED TIME (MIN): 5 minutes

SUMMARY OF ISSUE:

Authorize the sale of retired fire department apparatus, Engine #4. Engine #4 is a 2000 General Safety Navistar. With the replacement of Engine #4 the request is to sell the engine on the public auction site.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

RECOMMENDED ACTION/MOTION:

Authorize the sale of Engine #4, 2000 General Safety Navistar using public auction site.

FINANCIAL IMPACT:

Is there a cost associated with this request:

What is the total cost, with tax and shipping:

Is this budgeted? (Please Explain) Proceeds from the sale of this apparatus to go back into the Fire Capital Account.

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

February 6, 2023

7:15 PM

2nd Floor Conference Room

WebEx Teleconference Call-In Information Call Toll-

Free: 1-844-992-4726 Access Code: 2496 948 4567

1. Approve Memorandum of Understanding (MOU) between the City of Brainerd, IBEW Local No. 31 (Public Utilities) Union, and the United Steel Workers, Local No. 9230 Unit 09 (Hydro) Union allowing IBEW Employees to Work at the Hydro Facility as Needed
2. Approve Memorandum of Agreement (MOA) regarding Police Records Management Technician Allyson Timmons Step Placement Adjustment
3. Ratify the Hiring of James Reed for the Senior Engineering Tech/ Project Manager Position
4. Authorize Hiring of Richard Berry as Spring 2023 Police Intern
5. Approve Final Payment- PD Cold Storage Facility
6. Approve Annual Review of Investment Policy



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: MOU between City/IBEW/USW for IBEW Employees to Assist at Hydro Dam

AGENDA: P&F Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Kris Schubert

DEPARTMENT: HR

PRESENTER: Kris Schubert

ESTIMATED TIME (MIN): 2 minutes

SUMMARY OF ISSUE:

Hydro Operator Dave Wise has announced his retirement effective March 31, 2023. With Mr. Wise's pending retirement and also an FMLA absence in the near future for another Hydro employee, Staff has been working with the United Steel Workers (USW) and the International Brotherhood of Electrical Workers (IBEW) Unions to implement a Memorandum of Understanding (MOU) that would allow IBEW BPU employees to temporarily assist at the Hydro Dam facility when needed.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Staff explained to both unions that BPU is in the process of automating the Hydro Dam facility. We are unsure of the timeframe; however, we felt it was not in anyone's interest to hire an employee to fill Mr. Wise's vacancy and then need to lay them off after automation. The USW Union requested that the MOU expire the end of this year. The MOU may be renewed at that time or modified if issues/concerns develop.

RECOMMENDED ACTION/MOTION:

Approve the MOU between the City of Brainerd, the USW Local No. 9230 Unit 09 Union, and the IBEW Local No. 31 Union representing Public Utility employees that allows IBEW Employees to assist at the Hydro Dam facility as needed; further, to authorize the signature of City Administrator on said MOU.

FINANCIAL IMPACT:

Is there a cost associated with this request: Yes

What is the total cost, with tax and shipping: Unknown – depends on maintenance and operational need.

Is this budgeted? (Please Explain) Yes – the IBEW BPU employee is already employed; further, any additional wage expense for BPU employees will be offset by Mr. Wise's vacancy.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Brainerd, Minnesota (“City”), the United Steel Workers, Local No. 9230 Unit 09 (“USW”); and International Brotherhood of Electrical Workers Local Union No. 31, (“IBEW”). The City, USW, and IBEW are referred to collectively as “the Parties,” and each individually as a “Party.”

WHEREAS, USW and the City entered into a Master Agreement, dated January 1, 2022 through December 31, 2024 (“USW CBA”), governing the general terms and conditions of employment for USW employees with the City; and

WHEREAS, IBEW and the City entered into a Master Agreement, dated January 1, 2022 through December 31, 2023 (“IBEW CBA”), governing the general terms and conditions of employment for IBEW employees with the City; and

WHEREAS, USW employees work at the Brainerd Hydro Dam; and

WHEREAS, USW has advised the City that several employees in the bargaining group covered by the USW CBA (“USW Employees”) anticipate upcoming absences, including for medical purposes; and

WHEREAS, Certain City employees in the bargaining group covered by the IBEW CBA (“IBEW Employees”) are able to perform duties at the Brainerd Hydro Dam on a temporary basis when one or more USW Employees is/are unable to do so; and

WHEREAS, the Parties are interested in allowing IBEW Employees to work on a temporary assignment at the Brainerd Hydro Dam to assist the City in meeting the maintenance and operational needs of the facility when a USW Employee is absent or otherwise unable to perform his or her job duties.

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises and agreements contained in this MOU, including the relinquishment of certain legal rights, the Parties hereby agree as follows:

1. **Temporary Assignment to Cover Absences.** The City may temporarily assign one or more IBEW Employees to perform work normally performed by USW Employees at the Brainerd Hydro Dam in the event one or more USW Employees are absent or otherwise unable to perform their assigned work. Assignments will be at the City’s discretion and based on operational needs including employee qualifications and availability.

2. **Compensation for Temporary Assignment.** Any IBEW Employee temporarily assigned to assist with operational or maintenance needs at the Brainerd Hydro Dam will be compensated at their normal rate of pay as an IBEW Employee. If an IBEW Employee is assigned to cover an absence of a USW Employee, the IBEW Employee shall receive the Step 1 Hydro Operator rate of pay or their normal rate of pay as an IBEW Employee, whichever is greater.

Any IBEW Employee temporarily assigned at the Brainerd Hydro Dam will receive salary and benefits, including insurance benefits and leaves of absence, as provided in the IBEW CBA and as clarified herein. Time spent serving in the temporary assignment pursuant to this Memorandum of Understanding will be counted as years of service for purposes of calculating the IBEW Employee's salary, seniority, and other benefits of the IBEW CBA. Only a possible wage adjustment to the Step 1 Hydro Operator Wage from the USW CBA may apply to an IBEW Employee during their temporary assignment. IBEW employees are not subject to USW union membership and/or union dues during any such temporary assignment.

3. **Waiver of Right to File Grievance.** USW and IBEW hereby waive any right they may have to file a grievance, request a hearing, or pursue any other action against the City regarding the terms of this MOU, the assignment of any IBEW Employee to perform work normally performed by a USW Employee as allowed in this MOU, or any other matter arising out of or relating to this MOU, other than its enforcement.
4. **No Precedent or Past Practice.** Nothing in this MOU shall be deemed to establish a precedent or practice or to alter any established precedent or practice arising out of or relating to the respective CBA between the Parties. No Party may submit this MOU in any proceeding as evidence of a precedent or practice.
5. **Effective Date and Duration.** Unless specifically renewed, in writing signed by the Parties, this MOU shall expire upon December 31, 2023.
6. **Equal Drafting.** In the event any Party asserts that a provision in this MOU is ambiguous, this MOU must be construed to have been drafted equally by the Parties.
7. **Choice of Law and Severability.** This MOU shall be construed and interpreted in accordance with the laws of the State of Minnesota. Any term or condition of this MOU found to be invalid, illegal or unenforceable shall not render this MOU void or unenforceable. If any particular provision of this MOU shall be adjudicated to be invalid or unenforceable, the Parties specifically authorize the tribunal making such determination to sever and/or replace the invalid or unenforceable provision

of this MOU to allow this MOU and the remaining provisions thereof, to be valid and enforceable to the fullest extent allowed by law.

8. **Entire Agreement.** This MOU constitutes the entire agreement between the Parties relating to the subject matter described in this document. No Party has relied upon any statements or promises that are not set forth in this document. This MOU controls to the extent that it conflicts with the terms of USW CBA or IBEW CBA. No changes to this MOU are valid unless they are in writing and signed by all Parties.

IN WITNESS WHEREOF, the Parties have entered into this MOU on the dates shown below.

By signing below, each Party acknowledges that it has had an opportunity to review this MOU with a representative or legal counsel and that it understands and voluntarily agrees to be legally bound by all terms of the MOU.

CITY OF BRAINERD

Date: _____

City Administrator

**UNITED STEEL WORKERS,
LOCAL NO. 9230 UNIT 09**

Date: 1-31-23



Union Representative

**INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS,
LOCAL UNION NO. 31**

Date: 1-31-23



Union Representative



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Approve MOA to Adjust the Wage Grid Step Placement for Allyson Timmons

AGENDA: P&F Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Kris Schubert

DEPARTMENT: HR

PRESENTER: Kris Schubert

ESTIMATED TIME (MIN): 2 minutes

SUMMARY OF ISSUE:

During our recent negotiations with the International Brotherhood of Electrical Workers (IBEW) Local No. 31 representing our Administrative Support employees, the Union requested a Memorandum of Agreement (MOA) that would adjust the step placement for Police Records Management Technician Allyson Timmons. The MOA adjusts Ms. Timmons step placement to Step 4 of the Wage Grid effective January 1, 2023. This step adjustment occurs approximately 10 months prior to the original schedule.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

This item was negotiated and agreed to during mediation with the IBEW Local No. 31 Administrative Support Union. The MOA concept was also included in the Offer for Settlement that was officially approved by the City Council on December 19, 2022.

RECOMMENDED ACTION/MOTION:

Motion to approve the MOA between the City of Brainerd and the IBEW Local No. 31 Union representing the Administrative Support employees adjusting the wage grid step placement for Police Records Management Technician Allyson Timmons; further, to authorize signatures of proper city officials.

FINANCIAL IMPACT:

Is there a cost associated with this request: Yes

What is the total cost, with tax and shipping: Cost was agreed to during contract negotiations/settlement.

Is this budgeted? (Please Explain) Yes

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (“MOA”) is entered into between the City of Brainerd (hereinafter, “City”), Allyson Timmons (“Timmons”), and the International Brotherhood of Electrical Workers Local Union #31 (“Union”). The City, Timmons, and the Union are hereinafter referred collectively as the “parties,” and individually as a “party.”

WHEREAS, the City and the Union are parties to a 2021 - 2022 collective bargaining agreement (“CBA”), governed by the Minnesota Public Employment Labor Relations Act (as amended); and

WHEREAS, Timmons is currently employed by the City as a Police Records Management Technician, a position that is part of the Administrative Support bargaining unit identified in the CBA; and

WHEREAS, Timmons is currently placed on Step 3 of the Wage Grid for the Police Records Management Technician contained in the CBA; and

WHEREAS, Timmons and the Union dispute whether Timmons should have been placed at a higher Step on the Wage Grid when she began employment with the City; and

WHEREAS, the parties have agreed to adjust Timmons’s current step placement on the 2023 Police Records Management Technician Wage Grid consistent with the terms of this MOA.

NOW, THEREFORE, the parties agree as follows:

1. **Step Placement as of January 1, 2023.** Subject to the terms of this MOA, Timmons will be placed on Step 4 of the Police Records Management Technician’s wage grid effective January 1, 2023.
2. **Future Step Advancements.** The parties understand and agree that pursuant to Article 9 – Wages, Section 1 – Wage Grid, of the CBA, Timmons may be eligible to advance to the next wage grid step (Step 5) effective November 16, 2023, which is her employment anniversary date. Any future step advancements will follow the step advancement language as described in the applicable CBA at that time.
3. **No Back Pay.** This MOA shall not result in the payment of backpay or retroactive compensation or benefits of any nature.
4. **No Precedent or Past Practice.** This MOA is limited solely to Timmons and shall not create any past practice or precedent for either the Union or the City. No party may refer to this MOA or submit this MOA in any proceeding as evidence of

a precedent or past practice. Nothing in this MOA shall be construed as requiring the City to provide the same or similar benefits to any other member of the bargaining unit. This MOA may not be used as evidence—whether in negotiations, arbitration, or other proceeding—or otherwise be used in any manner to interpret the CBA, or to seek similar benefits for any City employee(s) other than Timmons, either through arbitration, negotiation, or other means.

5. **Waiver of Right to File Grievance.** Timmons and the Union hereby waive any right they may have, either individually or collectively, to file a grievance or pursue any other action against the City arising out of or relating to the Timmons initial placement on the wage grid. Timmons and the Union specifically acknowledge and agree that, pursuant to Article 9 of the CBA, the City has the discretion to start employee at higher steps and that there is no right to file a grievance under the CBA to file a grievance to challenge initial step placement.
6. **Release of Claims.** Timmons, on behalf of herself, her heirs, executors, administrators, successors, and assigns, in consideration of the mutual promises and covenants contained herein, agrees to give up any and all claims, up to the effective date of this MOA, whether known or unknown, that she ever had or has now against the City, all current and former members of the City Council, all current and former City officers, agents, employees, and their representatives, heirs, executors, administrators, successors, and assigns, for, upon, or by reason of her hiring and initial placement on the Wage Grid contained in the CBA or the compensation paid by the City of Brainerd, including, but not limited to such claims for: breach of contract; violation of the Minnesota Human Rights Act, the Civil Rights Act, or other federal, state, or local civil rights laws based upon age, sex, race, religion, national origin, disability, or other protected class status; intentional or negligent infliction of emotional distress; negligence or other breach of duty; retaliation; harassment; failure to pay wages or benefits; violation of any employment MOA; and any and all claims for unlawful employment practices whether legal or equitable. This release, however, shall not affect any claims regarding an alleged breach of the MOA to which this release is a part.
 - A. By signing this MOA, Timmons does not release or waive the following:
 - (a) any rights or claims that are based on any events that occur after she signs this MOA; (b) any right to institute legal action for the purpose of enforcing this MOA; (c) any right to apply for unemployment compensation benefits, although the City may contest such application; (d) any claims arising under the Workers' Compensation Act, although the City or its insurer may contest such claims; or (e) any right to file a charge with a governmental agency, including but not limited to the Equal Employment Opportunity Commission, although the City may contest such a charge and Timmons agrees that she will not be able to recover any award

of compensation, damages, or any other monies if she files a charge or complaint or has a charge or complaint filed on her behalf with any federal, state, or local government agency.

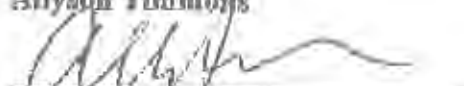
7. **Time to Consider.** It is specifically agreed and understood that Timmons has been advised that she has a right to consider this MOA for twenty-one (21) days prior to signing it. Timmons further agrees and acknowledges that her signature to this MOA prior to the expiration of said twenty-one (21) day period constitutes her knowing and voluntary waiver of the right to consider this MOA for twenty-one (21) days prior to signing.
8. **Rescission of Release Regarding Certain Claims.** Timmons is hereby notified of, and acknowledges, her right to rescind (cancel) the release of claims set out in paragraph 5 of this MOA in regard to claims arising under the Minnesota Human Rights Act, Minnesota statutes Chapter 363A, within fifteen (15) days of the signing of this MOA, and with regard to her rights under the federal Age Discrimination in Employment Act, 29 U.S.C. § 621, et seq., within seven (7) days of the signing of this MOA.
9. **Notice and Effect of Rescission.** To be effective, any rescission of the MOA by Timmons must be in writing and delivered to the City in care of its Administrator, either by hand or by mail, within the relevant rescission period. If sent by mail, the rescission must be postmarked within the seven (7)-day or fifteen (15)-day rescission period described in Paragraph 7 of this MOA, and must be properly addressed to the City in care of its Administrator; City of Brainerd, 501 Laurel Street, Brainerd, MN 56401, and sent by Certified Mail, return receipt requested. In the event of rescission of any part of the Release contained in Paragraph 6 of this MOA all other portions of this MOA will remain in full force and effect.
10. **Mutual Drafting.** This MOA is the result of negotiations between the parties and, accordingly, shall not be construed for or against any party, regardless of which party drafted the MOA or any portion thereof. The MOA shall for all purposes be deemed to have been mutually drafted.
11. **Entire Agreement.** This MOA constitutes the entire Memorandum of Agreement between the parties relating to the subject matter of this MOA. No party has relied upon any statements, promises, or representations that are not stated in this MOA. No changes to this MOA are valid unless they are in writing and signed by all parties.

By signing below, each party specifically acknowledges that it has read this Memorandum of Agreement and that it understands and agrees it is legally bound by all terms of the Memorandum of Agreement.

International Brotherhood of Electrical Workers Local Union #31


Its: Business Manager

1-26-23
Date

Allyson Timmons

Allyson Timmons

01-26-2023
Date

City of Brainerd

Its: City Administrator

Date



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Ratify the Hiring of James Reed for Senior Engineering Tech/Project Coor.

AGENDA: P&F Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Kris Schubert & Jessie Dehn

DEPARTMENT: HR & Eng

PRESENTER: Kris Schubert & Jessie Dehn

ESTIMATED TIME (MIN): 1 minute

SUMMARY OF ISSUE:

On December 19, 2022, the City Council authorized staff to begin the hiring process for a Senior Engineer Tech/Project Coordinator after multiple failed attempts to get applicants for our open Engineer Tech position. Two applications were received with one individual meeting the position qualifications. James Reed was offered the position and successfully completed the pre-employment hiring process. James will start on February 15th on Step 4 of the Senior Engineer Tech/Project Coordinator wage grid (\$31.14 per hour) in accordance with the hiring guidance previously provided by Council.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

[Click to enter text](#)

RECOMMENDED ACTION/MOTION:

Motion to ratify the hiring of James Reed effective February 15, 2023; further, that he be placed on Step 4 of the Senior Engineering Tech/Project Coordinator wage grid (\$31.14 per hour).

FINANCIAL IMPACT:

Is there a cost associated with this request: Yes

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) This position was included in the 2023 budget.



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Ratify the Hiring of 2023 Spring Police Intern Richard Berry

AGENDA: P&F Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Kris Schubert & Mike Bestul

DEPARTMENT: HR & Police

PRESENTER: Kris Schubert

ESTIMATED TIME (MIN): 1 minute

SUMMARY OF ISSUE:

Staff has begun the hiring process for our 2023 Interns. A Police Intern has been hired for the spring semester; therefore, Staff is requesting that the City Council ratify the hiring of 2023 Spring Police Intern Richard Berry. Staff applied for and was granted Sourcewell's Internship Reimbursement Program for our Spring Police Intern. Sourcewell's program will reimburse the City up to \$14 per hour for Mr. Berry's employment.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Pursuant to MN Statute, seasonal assignments are limited to 67 working days per calendar year or 100 working days per calendar year if the employees are under the age of 22, are full-time students enrolled in a nonprofit or public educational institution prior to being hired by the employer, 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.

RECOMMENDED ACTION/MOTION:

Motion to ratify the hiring of Richard Berry as our 2023 Spring Police Intern effective February 2, 2023, at \$16 per hour.

FINANCIAL IMPACT:

Is there a cost associated with this request: Yes

What is the total cost, with tax and shipping: Unknown – depends on hours worked

Is this budgeted? (Please Explain) Yes



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Approve Final Payment – PD Cold Storage Building

AGENDA: P&F Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: Jessie Dehn/Connie Hillman

ESTIMATED TIME (MIN): 2 Minutes

SUMMARY OF ISSUE:

Staff is requesting approval of the final payment to Lind Masonry & Construction for the PD Cold Storage Facility in the amount of \$5,100. In February 2022, Council approved construction of the PD Cold Storage Facility on Thiesse Drive with a budgeted amount of \$205,000.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Construction has been completed and the Police Department has begun utilization of the space. Including construction, design, and permit fees, the total cost of the project came in at \$195,456.

RECOMMENDED ACTION/MOTION:

Staff recommends approval of the Final Payment to Lind Masonry & Construction in the amount of \$5,100.

FINANCIAL IMPACT:

Is there a cost associated with this request: Yes

What is the total cost, with tax and shipping: \$5,100

Is this budgeted? (Please Explain) Yes, total budget was \$205,000

Lind Masonry And Construction
2523 River Glen Lane SW
Pillager Mn 56473
Ph#218-232-8743

Lic#BC774073

INVOICE

City Of Brainerd Impound Building
Thiesse Drive
Brainerd Mn

Invoice # 507384127113022

Invoice Date 01/30/2023

Due Date 01/30/2023

Item	Description	Unit Price	Quantity	Amount
	32x8 mezzanine with 2 rows of two ft shelving against wall. One set of steps on the end. Single 2x4 railing.	5100.00	1.00	5,100.00
<u>NOTES:</u> Thanks.				
		Subtotal		5,100.00
		Total		5,100.00
		Amount Paid		0.00
		Balance Due		\$5,100.00



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Annual Review of Investment Policy

AGENDA: P&F Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: Connie Hillman

DEPARTMENT: Finance

PRESENTER: Connie Hillman

ESTIMATED TIME (MIN): 5 Minutes

SUMMARY OF ISSUE:

Per the City's investment policy, it is to be reviewed annually at the first regular meeting in February. Staff is not recommending any changes at this time.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

[Click to enter text](#)

RECOMMENDED ACTION/MOTION:

Approve the policy as presented

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: N/A

Is this budgeted? (Please Explain) [Click to enter text](#)

CITY OF BRAINERD INVESTMENT POLICY

This policy covers all monies of the City of Brainerd and includes deposits and investments of funds deposited in interest bearing accounts.

It is a common occurrence for the City of Brainerd to have cash balances in various fund accounts which, though allocated for a specific purpose, are temporarily not needed. It is the policy of the City that any fund with a cash balance which will remain unexpended for a reasonable period of time, shall be invested in a manner as outlined below.

The investment policy of the City of Brainerd encompasses the following principles:

1. Safety of principal
2. Chief Investment Officer
3. Consultants
4. Collateralization
5. Authorized investments
6. Prohibited investments
7. Maximum investment
8. Pooling of investments
9. Liquidity
10. Maximum interest earnings

SAFETY OF PRINCIPAL

Safety of principal is the first priority in investing City funds. The City invests only in those investment instruments authorized by Statute, Minnesota Statutes Chapters 118A and as amended set forth the authorized investments for a municipality. Depositories as designated shall have insurance through the FDIC (Federal Insurance). To ensure safety, it is the policy of the City that when considering an investment, all depositories under consideration be cross-checked against existing investments to make certain that funds in excess of insurance limits are not made in the same institution unless collateralized as outlined below.

CHIEF INVESTMENT OFFICER

The chief investment officer will be the City Administrator/Clerk-Treasurer, who will assure compliance with this policy and further develop and maintain adequate controls, procedures and methods assuring safe and accurate accounting on a day-to-day basis, with the approval of the Personnel and Finance Committee of the Brainerd City Council. The day-to-day investment activities are handled by the City Finance Director and Secretary of the Brainerd Public Utilities Commission in accordance of this Policy. The City Administrator/Clerk-Treasurer will provide the Personnel and Finance Committee, on a regular basis, all and any information requested by the Committee. The Chairman of the Committee will, in turn, keep the elected officials fully apprised of any problems, changes or irregularities which may occur to assure proper handling of City funds.

CONSULTANTS

The retention of consultants, agreements with money managers, etc., will not be authorized without express consent of the Council after recommendation by the Personnel and Finance Committee and the City Administrator/Clerk-Treasurer.

COLLATERALIZATION

In accordance with Minn. Stat. 118A the total amount of the collateral computed at its market value shall be at least ten percent more than the amount on deposit at the close of the financial institution's bank day, except that where the collateral is irrevocable standby letters of credit issued by Federal Home Loan Banks, the amount of collateral shall be at least equal to the amount on deposit at the close of the financial institution's banking day.

Collateralization will be required on the following types of investments:

- (1) Certificates of Deposit
- (2) Demand Deposits

Collateral is limited to securities allowable pursuant to Minn. Stat. 118A.03.

For cash deposits on hand, collateralization shall be in the form of specific securities with an active secondary market for the City held by an independent third party as detailed in statute 118A.06. The only exceptions are Federal Depository Insurance Corporation (FDIC).

AUTHORIZED INVESTMENTS

The City of Brainerd will only invest in securities authorized by Minnesota Statute 118A.04 and 118A.05.

Examples of authorized investments are as follows:

1. Savings/demand deposits
2. Certificates of Deposit (CD's)
3. U.S. Treasury obligations
4. U.S. Agency Securities such as:
 - a. Federal Home Loan Bank System (FHLB)
 - b. Federal Home Loan Mortgage Corporation (FHLMC)
 - c. Federal Farm Credit Bureau (FFCB)
 - d. Federal National Mortgage Association (FNMA)
5. Municipal Securities. The statute allows the City to invest in municipal securities of state or local government agencies with taxing power and a rating of "A" or better by a national bond rating agency.

MAXIMUM INVESTMENT

It is the policy of the City to determine its cash balance on a daily basis for the purpose of investing excess funds.

POOLING OF INVESTMENTS

For the purpose of making the maximum amount of funds available for investment, the cash for all City funds is pooled in an investment account. Interest earnings are allocated among the various funds based upon their semi-annual average cash balance.

LIQUIDITY

The purpose of having part of the City's investment portfolio in very liquid funds is to ensure that funds will be available should unexpected large bills be presented for payment.

MAXIMUM INTEREST EARNINGS

After the liquidity needs and scheduled maturity needs are satisfied, the balance of the funds available for investment are placed with institutions that offer the greatest safety and highest rate of return consistent with the maturities as determined by the City. Quotations or telephone bids are normally taken for all investments, whether they are short term or long term. This alleviates the problem of whom to place the investment with.

ANNUAL REVIEW

It shall be the practice of the City Council to review and approve the investment policy each year on the first regular meeting of February.

Reviewed and Approved this 6th day of February, 2023.

JENNIFER BERGMAN
City Administrator

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

February 6, 2023

6:45 PM

Council Chambers

WebEx Teleconference Call-In Information Call Toll-

Free: 1-844-992-4726 Access Code: 2480 712 6379

1. Adopt Resolution and Approve Letter of Support for RAISE Grant Application for TH 210
2. Discussion on 2023-2024 Downtown Snow Removal District
3. Discussion on Street Lighting Policy
4. Review Draft Ordinance Amendment for Section 320- Administrative Citations
5. Direction on Active Code Enforcement Cases



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: RES and Approve Letter of Support for RAISE Grant Application

AGENDA: SPW Committee

ACTION REQUESTED: Adopt Resolution

SUBMITTED BY: PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: PW Director Dehn

ESTIMATED TIME (MIN): 5 Minutes

SUMMARY OF ISSUE:

Staff is requesting Council approve a Letter of Support and Adopt a Resolution supporting MnDOT's RAISE grant application for Federal-aid funding for the TH 210/Washington Street Reconstruction Project.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

MnDOT, with the support of local agencies, will be applying for the federal RAISE grant. This grant is part of the recently enacted IJA Act (infrastructure bill). MnDOT has indicated that the grant application amount is intended to cover most of the anticipated City expenses including underground utilities and other costs. Some costs (such as some aesthetic elements) may not be Federally eligible expenses and would be determined once the grant award is determined. The potential pedestrian bridge is not included in the application, however may be a possible eligible expense should there be available funds remaining.

RECOMMENDED ACTION/MOTION:

Staff recommends approval of the Letter of Support and adoption of the Resolution supporting MnDOT's RAISE grant application.

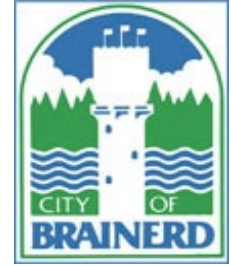
FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)

February 1, 2023



Pete Buttigieg
United States Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Ave, SE
Washington, DC 20590

RE: Letter of Support for the FY 2023 RAISE Grant Program: Minnesota Highway 210 in Brainerd – Safety, Mobility, and Multimodal Improvements Project, Brainerd, MN

Dear Secretary Buttigieg:

I am writing in support of the Minnesota Department of Transportation (MnDOT) District 3's application for funding through the FY 2023 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program. The Minnesota Highway 210 in Brainerd – Safety, Mobility, and Multimodal Improvements Project aligns with the USDOT's strategic goals as it addresses critical safety concerns in the historic Brainerd Lakes Area of central Minnesota. MN 210 through Brainerd is an important corridor for statewide users, the commuting public, freight, and those accessing regional destinations. MN 210 has the highest traffic volumes in Crow Wing County and is the only continuous east-west corridor in Brainerd. There are currently limited provisions for pedestrians and bicyclists to travel along or cross-over the corridor.

The RAISE funding would reconstruct approximately four-mile segment of MN 210, construct a network of Americans with Disabilities Act (ADA) accessible multiuse sidewalks ramps, crosswalks, and trails, rehabilitate the bridge over the Mississippi River, construct two new roundabouts, and upgrade aging utility and stormwater infrastructure. In addition, the general look and feel of the corridor will be improved to preserve the Brainerd Lakes Area as a popular vacation destination for Minnesotans.

MnDOT District 3 spans a large swath of central Minnesota – a diverse mix of both rapidly urbanizing communities in the southern portion around St. Cloud and extending along Interstate 94 from the Minneapolis-St. Paul Metropolitan Area (MSP) and rural communities in the north extending past Brainerd Lakes Area and including the Mille Lacs Indian Reservation. The project is critically important to District 3's regional economy as it supports key industries as well as consumers across the state. The project provides multimodal connectivity to the community and increases safety and travel time reliability so residents and visitors of all backgrounds, incomes, and abilities may access jobs, recreation, and housing.

This project will reconstruct the main corridor through the City of Brainerd and the success of this project is vitally important to the long-term health of the heart of Brainerd. The improvements due to the project will serve to improve traffic flow, provide safer streets, repair aging infrastructure, expand multimodal access, and improve overall appeal in and around the project area. The City of Brainerd City Council supports MnDOT's application for the funding of Minnesota Highway 210 in Brainerd – Safety, Mobility, and Multimodal Improvements Project and look forward to the infrastructure investment in our region through the Bipartisan Infrastructure Law. Please give this 2023 RAISE Discretionary Grant proposal your full consideration and if we can answer any questions, please do not hesitate to contact the City of Brainerd. You may reach Administration at (218) 828-2307.

Sincerely,

Dave Badeaux
Mayor
City of Brainerd City Council

RESOLUTION
NO. _____

**RESOLUTION OF SUPPORT FOR FY 2023 RAISE GRANT APPLICATION FOR THE MN 210
IN BRAINERD – SAFETY, MOBILITY, AND MULTIMODAL IMPROVEMENTS PROJECT**

WHEREAS, the Rebuilding American Infrastructure with Sustainability and Equity “RAISE” Transportation Grants Program provides dedicated, discretionary funding for transportation infrastructure projects of local or regional significance; and

WHEREAS, the United States Department of Transportation is soliciting applications for \$2.3 billion for the FY 2023 RAISE Grants Program as appropriated through the Bipartisan Infrastructure Law under the National Infrastructure Investments and 2023 Appropriations Act; and

WHEREAS, the FY 2023 RAISE Grants Program directs funds be divided not more than 50 percent for rural areas and 50 percent for urbanized areas and requires measures to ensure an equitable geographic distribution of grant funds and an appropriate balance in addressing the needs of urban and rural areas; and

WHEREAS, eligible projects for FY 2023 RAISE Grants Program include surface transportation capital projects including highway, bridge, or other road projects as well as public transportation projects, passenger and freight rail transportation projects, port infrastructure investments, surface transportation components of an airport project, and intermodal projects, among others; and

WHEREAS, the maximum award for this round of FY 2023 RAISE Grants Program is \$25 million under the Bipartisan Infrastructure Law funds and \$45 million under the 2023 Appropriations Act funds; and

WHEREAS, Minnesota Department of Transportation is seeking funds to improve safety, mobility, and multimodal transportation alternatives in Brainerd; and

WHEREAS, funds would be used to reconstruct or repave approximately four-mile segment of MN 210 from Baxter Drive to Pine Shores Road; construct a network of Americans with Disabilities Act (ADA) accessible multiuse sidewalks ramps, crosswalks, and trails; rehabilitate bridge no. 5060 over Mississippi River; construct two new roundabouts; update utilities and signal systems, realign and access; replace stormwater infrastructure along the project corridor; and

WHEREAS, the proposed improvements will reduce fatal/serious injury crashes through the existing intersections and the numerous conflict points, enhance non-motorized transportation infrastructure, improve the safety, mobility, travel time reliability, resiliency, multimodality, and economic and regional growth of Brainerd Lakes Area; and

WHEREAS, the project is identified in the City of Brainerd’s 2023-2027 Capital Improvement Plan; and

WHEREAS, the City of Brainerd will provide funding as identified in the RAISE grant application, which includes the use of funding programmed for maintenance, secured funding through other grant programs, and additional program funding as applicable; and

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

the City of Brainerd City Council supports and approves the application towards FY 2023
RAISE Grants Program for MN 210 in Brainerd – Safety, Mobility, and Multimodal Improvements
Project.

Adopted this 6th day of February 2023

KELLY BEVANS
President of the Council

Approved this 6th day of February 2023

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Discussion on Alternative Proposal for 2023-2024 Downtown Snow Removal District

AGENDA: SPW Committee

ACTION REQUESTED: Discussion Item

SUBMITTED BY: PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: PW Director Dehn

ESTIMATED TIME (MIN): 15 Minutes

SUMMARY OF ISSUE:

Staff is presenting an alternative proposal for the Downtown Snow Removal special assessment district for the 2023-2024 winter season.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

See attached memo.

RECOMMENDED ACTION/MOTION:

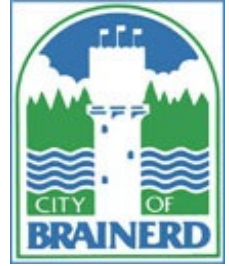
Discussion item only.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)



MEMO

TO: BRAINERD CITY COUNCIL

FROM: CITY ENGINEER/PUBLIC WORKS DIRECTOR JESSIE DEHN

DATE: FEBRUARY 6, 2023

SUBJECT: 2023-2024 DOWNTOWN SNOW REMOVAL DISTRICT

At the November 7th, 2022 Council Meeting, staff presented options for the Downtown Snow Removal assessment district. After presentation, the Council moved forward with the current practice as described in Ordinances 884 and 918. Staff also included in that presentation an alternative proposal to provide an option that would result in a reduced cost to downtown property owners. Staff is requesting additional discussion regarding the possibility of changing the procedure downtown to something resembling the alternative proposal.

As a refresher from November, the following is the concept of the alternative proposal. Staff would hire an additional Public Works Maintenance staff person. This person would be responsible for sidewalk clearing in the downtown district during all snow events, not just events over 4 inches as currently. This would include the segments of sidewalk that the City is responsible for adjacent to the public parking lots. As for the streets and parking lots, they would be treated similarly to other areas nearby downtown, where the snow is windrowed and removed later after all streets have been cleared. Usually removal occurs the following day, dependent on the snowfall event intensity and timing. The downtown district would be assessed for staff and equipment hourly cost to perform the sidewalk clearing. That calculation would be completed similarly to how it is done currently based on lot frontage.

In addition to the downtown district sidewalk clearing, this additional staff would assist in addressing areas that are difficult for the existing amount of staff to complete shortly following a snowfall event. Attached to this memo is the Broom Tractor/Plow Truck Priority Schedule as included in the Snow Plowing Policy. This list shows the amount of areas that need to be addressed by City staff outside of typical street clearing, such as sidewalks, bridge sidewalks, crosswalks, trails, and others. With the reconstruction of S. 6th Street, addition of CLST Trail segments, the new MLT Park and trail, this list is incomplete and has grown. The challenge with these areas, they typically fall lower in the priority list than clearing streets, cul-de-sacs, alleys, parking lots, etc. Depending on the snow amount, this may mean a couple days before staff is able to address these areas.

Other tasks this new staff person could be tasked with during the winter months is addressing sidewalk snow complaints, including clearing and assessing property owners as necessary. It would be intended that this person would be the primary staff responsible for the downtown landscaping planting and maintenance during the spring,

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

summer, and fall months. This has historically been performed by summer temp workers. However, the ability to hire temps has been more difficult in recent years and those staff generally end their employment prior to returning to school, which has in the past left the Assistant Planner picking up the maintenance tasks. With a point staff person, it would be expected that there would be consistency in the maintenance of the landscaping downtown.

As this person is proposed to be a full-time staff person, they would likely be responsible for general parks maintenance when not performing work downtown or assisting with snow removal during the winter months. The need for an additional Parks Maintenance staff continues to grow with the addition of new trail segments and the soon-to-be completed construction of the new MLT Park on East River Road. This new park will require regular maintenance which will have to be drawn from the current staff, resulting in a lesser level of service at other parks throughout the city.

It was mentioned that this alternative proposal would result in savings for the downtown special assessment district. In the presentation last fall, staff ran an example winter scenario with several snow events of varying size and an example of lot frontage of 50 feet. In comparison with the bids for snow removal, the current practice would result in an approximate assessed amount of \$856 for both Snow Removal and Landscaping. The alternative proposal would be an estimated \$462.58, or a reduction of nearly 46%. Overall, staff estimates that roughly \$11,000 of the new staff person's salary would be paid for through the downtown special assessment district.

Other considerations for this potential new position could be related to Washington Street. Currently, it is difficult for adjacent property owners to keep the sidewalks cleared along Washington Street. It is also inconsistent with compliance of property owners clearing the sidewalk. After the 2026-2027 reconstruction project, there will be some widening of the sidewalks throughout the river to rail corridor, however the difficulty will remain of consistency of keeping the sidewalks cleared. This could be something the City could discuss with Washington Street businesses about their potential interest in establishing a special assessment district for sidewalk clearing during the winter months.

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

Broom Tractor/Plow Truck Priority Schedule

May 2018

*Note – Any trail plowing will be last priority. Property owners still can do their own trail knowing that the City will do it on a *last priority* basis.

1. East Side of S 5th Street, Laurel Street to Alley (Driver's License and City Hall) (Sidewalk) (Streets)
2. North Side of Laurel Street, S 6th Street to S 5th Street (City Hall and Parking Lot) (Sidewalk) (Streets)
3. Downtown
 - a. Sidewalk Adjacent to Laurel Street Parking Lot (If Contractor not called in) (Sidewalk) (Streets)
 - b. Sidewalk Adjacent to S 7th and Front Street Parking Lot (If Contractor not called in) (Sidewalk) (Streets)
 - c. Alleys and Streets (If Contractor not called in) (Streets)
4. West Side of S 5th Street, Maple Street to Norwood Street and Front of Building (Library) (Sidewalk) (Streets)
5. North Side of Laurel Street, SW 4th Street to East River Road (Paradigm Auto to Fire Hall) (Trail) (Streets)
6. South Side of Laurel Street Bridge (Sidewalk) (Streets)
7. West Side of East River Road, College Drive to Laurel Street (Trail) (Streets)
8. North Side of College Drive, East River Road to County Road 48 (Trail) (Streets)
9. East and West Side of S 4th Street (Willow Street Extension), S 6th Street to College Drive (Sidewalk)(Streets)
10. North and South Side of Oak Street, S 10th Street to S 11th Street (Sidewalk)(Streets)
11. South Side Oak Street, 2005 Oak Street to 2010 Oak Street (Sidewalk)(Streets)
12. South Side of Oak Street, 2024 Oak Street to Walnut Street (Sidewalk)(Streets)
13. Trail West Side of 28th Street SE, Oak Street to Highway 25 (Trail) (Streets)
14. South Side of Oak Street, Holton Avenue to 3322 Oak Street (Sidewalk)(Streets)
15. North Side Evergreen Avenue, 1st Ave NE to N 11th Street (Sidewalk) (Streets)
16. Trail College Drive and S 5th Street, East River Road to Oak Street (Sidewalk) (Streets)
17. Trail South Side of Oak, S 5th Street to South 8th Street (Trail) (Streets)
18. Trail East Side of S 8th Street, Washington Street to Oak Street (Trail) (Streets)
19. Trail North Side of Washington Street, Lum Park Road to 5th Avenue NE (Trail) (Parks)
20. Trail, from Norwood Street to County Road 117 (Old Spur Line) (Trail) (Parks)
21. Trail, North Side of County Road 117 and Buffalo Hills Lane from Old Spur Line to Buffalo Hills Park (Trail) (Parks)

Alternative Proposal

- Cost Comparison
 - Assumptions
 - 1 large snow event, 2 moderately large, 3 average events, 8 small events
 - 50 feet of front footage
 - Using bid received for 2022-2023 snow removal season

Current Practice	Alternative Proposal
Street Snow Removal	
\$343.50	\$0
Sidewalk Snow Removal	
\$206	\$47
Landscaping & Garbage	
\$306.50	\$306.50
Total Assessed Cost	
\$856	\$353.50



Alternative Proposal

Pros

- Reduced assessment rate (nearly 60%)
- Sidewalks are clear on every snow event
- Continued consistent appearance of landscaping and snow clearing
- Prepares an alternative plan for the possibility no private contractors bid the downtown snow removal

Cons

- Requires more city staff and acquiring new equipment to fit on downtown sidewalks
- May take slightly longer to clear walks with only one staff
- Streets are less convenient for a day or two with the windrow
- Will require one additional season to hire staff and acquire equipment





Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Approve Street Lighting Policy Details

AGENDA: SPW Committee

ACTION REQUESTED: Approve/Deny Motion

SUBMITTED BY: PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: PW Director Dehn

ESTIMATED TIME (MIN): 10 Minutes

SUMMARY OF ISSUE:

Staff is presenting an update regarding details of the proposed street lighting policy.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

See attached memo.

RECOMMENDED ACTION/MOTION:

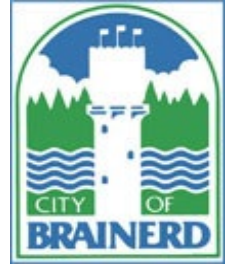
Approval or direction on items included in "Summary of Recommendations" in the memo.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)



MEMO

TO: BRAINERD CITY COUNCIL

FROM: CITY ENGINEER/PUBLIC WORKS DIRECTOR JESSIE DEHN

DATE: FEBRUARY 6, 2023

SUBJECT: STREET LIGHTING POLICY

At the January 17th Council Meeting, staff reported that we had received budgetary pricing on the selected commercial poles and fixtures previously agreed upon. It was reported, similar to many commodities in 2022, the street light poles and fixtures experienced a significant increase in costs compared to what was discussed last winter. Below includes some of the pricing for each light assembly and for some of the commercial corridors as discussed.

COMMERCIAL LIGHTING COSTS

The new pole is essentially the same as the current pole, only colored in black. However, the older price presented last spring of \$2,368 per pole and mast arm has risen by 78%. The current estimate per pole and mast arm is \$3,033. The new fixture is also estimated at \$1,709, a \$1,356 increase from the existing fixture. Another consideration is the mounting of the new fixture. Due to the fixture mounted in a “hanging” direction, as compared with the existing lights, an additional adaptor is required at a cost of \$369. Overall, the cost for the new commercial standard lighting is estimated at \$5,111, compared to \$3,068 that was discussed last year. Considering that the increased pole and mast arm cost is one that would need to be incurred regardless of the new fixture, the “true” increased cost for the new standard would be the \$2,078.

There was also mention about the increased pole cost related to having the ability to mount banners. The increased cost is directly related to the additional structure required to resist wind loading. To install poles that have the ability to mount banners, the additional cost would be approximately \$1,193 per pole. In total, this would raise the cost of the entire assembly including mast arm and fixture to approximately \$6,304.

In regard to the TH 210/Washington Street Reconstruction project, there are currently 92 poles existing on the project. Based on MnDOT standard and the latest version of the City’s draft policy with spacing and placement from Baxter Drive to Lum Park Road, the number of poles on the project should be roughly 98 poles. This cost would be roughly \$500,878, an increase of \$203,644 over the existing standard. This cost does not include the costs to install new conduit and wire that would be required as part of the project. To install poles with the ability for banners, this cost would be \$617,792. MnDOT would also contribute approximately 50% of the MnDOT standard

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

which they are currently estimating as approximately \$500,000. As a reminder from previous discussions last year, the cost could be spread throughout a 30-year life of the pole through monthly billings for electricity use. The cost can also be paid for as part of the construction expense of the project.

Regarding the Oak Street corridor, which has been discussed as one of the routes that could be outfitted with the new commercial standard as a commercial corridor. There are currently 62 poles existing from S. 6th Street to Highway 18. With the estimated pricing, the cost to replace all of the current poles would be approximately \$310,682, or \$128,836 more than the existing standard. Following the guidance for spacing and placement, the number could be reduced as low as 58 poles. This cost would be \$296,438, or a \$120,524 increase from the current light fixture standard. To install poles with the ability to hang banners, the total cost would be \$365,632.

In regard to outfitting the commercial standard with outlets, it was reported at the last meeting during discussion that the additional cost would be approximately \$500 per pole. Using the TH 210/Washington Street Reconstruction project, this cost comes to approximately \$49,000. For the Oak Street commercial corridor, this cost would be roughly \$29,000.

SUMMARY OF RECOMMENDATIONS

The following recommendation is 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:

- Commercial Pole Style and Fixture
 - o Similar pole and mast arm as existing colored in black.
 - o Epic Light Fixture
 - o Banners on all, none, or some split of commercial corridor poles.
 - o Outlets on all, non, or some split of commercial corridor poles.

Staff is also requesting approval to move forward with ordering the residential poles and fixtures as discussed at the last Council meeting.

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

DESCRIPTION

The EPIC Collection delivers custom luminaire flexibility with high quality, yet availability expectations of standard specification grade product. The EPIC Collection can be dressed to suit any application. Recognizing evolving environmental and legislative trends, the EPIC Collection delivers world class LED optical and performance solutions to the decorative luminaire marketplace.

Catalog #		Type
Project		
Comments		Date
Prepared by		

SPECIFICATION FEATURES

Construction

TOP: Cast aluminum top housing attaches to cast aluminum mounting arm hub with four stainless steel fasteners. One-piece silicone gasket between mounting hub and top casting seals out moisture and contaminants. (See the mounting accessories section for a full selection of mounting arms. (Only these arms are compatible with the Epic luminaire). **MIDSECTION:** Continuous silicone gaskets seal lens to top casting and shade. The mid section features cast aluminum construction and stainless steel assembly. **SHADES:** Heavy gauge precision spun aluminum shades offer superior surface finish and consistency in form. **DOORFRAME:** Die-cast aluminum 1/8" thick door and doorframe seal to underside of shade with a thick wall continuous silicone gasket. Mounting hub ships attached to mounting arm.

Optics

Choice of twelve patented, high-efficiency AccuLED Optic™ technology manufactured from

injection-molded acrylic. Optics are precisely designed to shape the optics, maximizing efficiency and application spacing. AccuLED Optic technology, creates consistent distributions with the scalability to meet customized application requirements. Offered Standard in 4000K (+/- 275K) CCT and nominal 70 CRI. Optional 3000K CCT and 5000K CC. For the ultimate level of spill light control, an optional house-side shield accessory can be field or factory installed. The house-side shield is designed to seamlessly integrate with the SL2, SL3 or SL4 optics.

Electrical

LED drivers mount to die-cast aluminum back housing for optimal heat sinking, operation efficacy, and prolonged life. Standard drivers feature electronic universal voltage (120-277V 50/60Hz), 347V 60Hz or 480V 60Hz operation, greater than 0.9 power factor, less than 20% harmonic distortion, and is suitable for operation in -40°C to 40°C ambient environments. All fixtures are shipped standard

with 10kV/10kA common – and differential – mode surge protection. LightBARs feature and IP66 enclosure rating and maintain greater than 95% lumen maintenance at 60,000 hours per IESNA TM-21. Occupancy sensor and dimming options available.

Finish

Housing is finished in five-stage super TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. LightBAR™ cover plates are standard white and may be specified to match finish of luminaire housing. Standard colors include black, bronze, grey, white, dark platinum and graphite metallic. RAL and custom color matches available. Consult Outdoor Architectural Colors brochure for a complete selection. Options to meet Buy American and other domestic preference requirements.

Warranty

Five-year warranty.



CEM/MEM EPIC MEDIUM LED

1 - 4 LightBARs
Solid State LED

DECORATIVE AREA LUMINAIRE



CERTIFICATION DATA

UL/cUL Listed
IP66 LightBARs
LM79 / LM80 Compliant
2G Vibration Tested
ISO 9001

ENERGY DATA

Electronic LED Driver
>0.9 Power Factor
<20% Total Harmonic Distortion
120-277V 50/60Hz, 347V/60Hz,
480V/60Hz
-40°C Minimum Temperature
40°C Ambient Temperature Rating

EPA

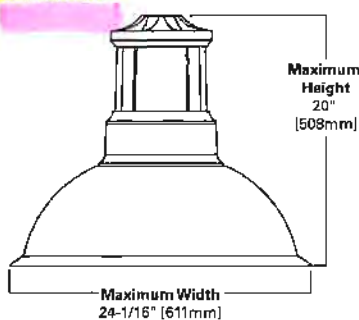
Effective Projected Area: (Sq. Ft.) 0.94

SHIPPING DATA

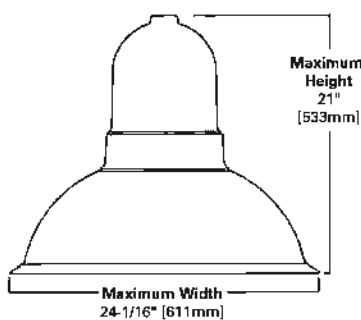
Approximate Net Weight:
45 lbs. [20 kgs.]

DIMENSIONS

CEM Classical



MEM Classical



See configurations for more detailed information.

4000K

3000K

ORDERING INFORMATION

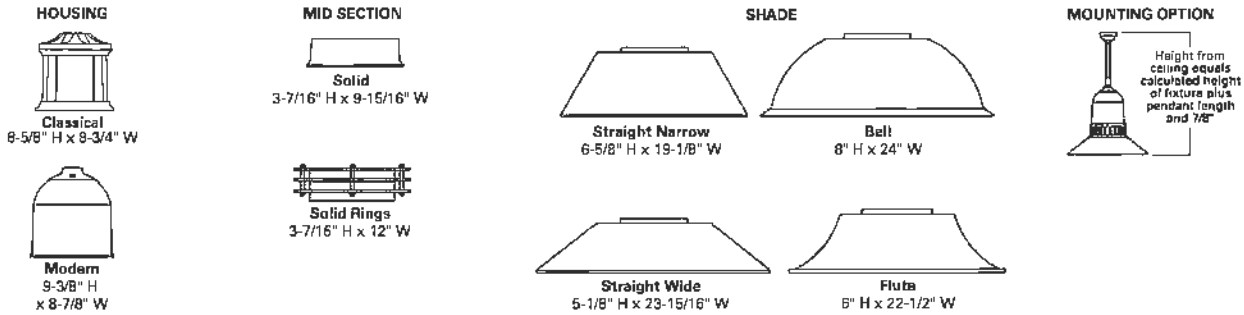
Sample Number: CEM-E04-LED-E1-T2-FL-GM

Product Family ¹	Number of LightBARs ^{2,3}	Lamp Type	Voltage	Distribution	Mid Section Type	Shade Type	Color ⁵
CEM=Epic Classical Medium MEM=Epic Modern Medium BAA-CEM= Epic Classical Medium, Buy American Act Compliant ¹⁹ TAA-CEM= Epic Classical Medium, Trade Agreements Act Compliant ¹⁹ BAA-MEM= Epic Modern Medium, Buy American Act Compliant ¹⁹ TAA-MEM= Epic Modern Medium, Trade Agreements Act Compliant ¹⁹	E01=(1) 21 LED LightBAR E02=(2) 21 LED LightBARs E03=(3) 21 LED LightBARs E04=(4) 21 LED LightBARs F01=(1) 7 LED LightBARs F02=(2) 7 LED LightBARs F03=(3) 7 LED LightBARs F04=(4) 7 LED LightBARs	LED=Solid State Light Emitting Diodes	E1=Electronic (120-277V) 347=347V 480=480V ⁴	T2=Type II T3=Type III T4=Type IV SL2=Type II w/Spill Control SL3=Type III w/Spill Control SL4=Type IV w/Spill Control 5M0=Type V Square Medium 5W0=Type V Square Wide 5X0=Type V Square Extra Wide RW=Rectangular Wide SLL=90° Spill Light Eliminator Left SLR=90° Spill Light Eliminator Right	SO=Solid SR=Solid Rings	SN=Straight Narrow SW=Straight Wide BL=Bell FL=Flute	AP=Grey BZ=Bronze BK=Black DP=Dark Platinum GM=Graphite Metallic GN=Hartford Green WH=White
Options (Add as Suffix)		Accessories (Order Separately) ^{13,20}					
2L=Two Circuits ⁸ 7030=70 CRI / 3000K CCT ⁷ 7050=70 CRI / 5000K CCT ⁷ 8030=80 CRI / 3000K CCT ⁷ LCF=LightBAR Cover Plate Matches Housing Finish MS-LXX=Motion Sensor for ON/OFF Operation ⁹ MS/X-LXX=Motion Sensor for Bi-Level Switching ⁹ PMXX=Pendant Mount (XX=Pendant Length in Inches, 9.5" min - 48.0" max) ¹⁰ HSS=Factory Installed House Side Shield ¹¹ DIM=0-10V Dimming Driver ¹² 10MSP=Parallel 10kV MOV Surge Protective Device 20MSP=Parallel 20kV MOV Surge Protective Device 20K=Series 20kV UL 1449 Surge Protective Device		OA/RA1018=NEMA Twistlock Photocontrol - Multi-Tap OA/RA1027=NEMA Twistlock Photocontrol - 480V OA/RA1201=NEMA Twistlock Photocontrol - 347V OA/RA1013=Photocontrol Shorting Cap LB/HSS-21=Field Installed House Side Shield for "E" LightBARs ^{11,15} LB/HSS-07=Field Installed House Side Shield for "F" LightBARs ^{11,15} Mounting Accessories (Order Separately) Classical SA6150-XX=Bishop Wall Mount Arm SA6151-XX=Bishop Wall Mount Arm with Cross Rod SA6152-XX=Traditional Wall Mount Arm SA6153-XX=Traditional Wall Mount Arm with 45° Strap SA6154-XX=Bishop Single Pole Mount Arm SA6155-XX=Bishop Single Pole Mount Arm with Cross Rod SA6156-XX=Bishop Twin Pole Mount Arm SA6157-XX=Bishop Twin Pole Mount Arm with Cross Rods SA6158-XX=Traditional Single Pole Mount Arm SA6159-XX=Traditional Single Pole Mount Arm with Rounded Upper Bar SA6160-XX=Traditional Single Pole Mount Arm with Rounded Lower Bar ¹⁴ SA6161-XX=Traditional Single Pole Mount Arm with 45° Upper Bar SA6162-XX=Traditional Single Pole Mount Arm with 45° Lower Bar ¹⁴ SA6163-XX=Traditional Single Pole Mount Arm with 45° Upper Strap SA6165-XX=Traditional Twin Pole Mount Arm SA6166-XX=Traditional Twin Pole Mount Arm with Rounded Upper Bars SA6167-XX=Traditional Twin Pole Mount Arm with Rounded Lower Bars ¹⁴ SA6168-XX=Traditional Twin Pole Mount Arm with 45° Upper Bars SA6169-XX=Traditional Twin Pole Mount Arm with 45° Lower Bars ¹⁴ SA6170-XX=Traditional Twin Pole Mount Arm with 45° Upper Straps SA6171-XX=Mast Arm Adapter Modern SA6101-XX=Bishop Wall Mount Arm SA6102-XX=Bishop Wall Mount Arm with Cross Rod SA6103-XX=Traditional Wall Mount Arm SA6104-XX=Traditional Wall Mount Arm with 45° Strap SA6105-XX=Bishop Single Pole Mount Arm SA6106-XX=Bishop Single Pole Mount Arm with Cross Rod SA6107-XX=Bishop Twin Pole Mount Arm SA6108-XX=Bishop Twin Pole Mount Arm with Cross Rods SA6109-XX=Traditional Single Pole Mount Arm SA6110-XX=Traditional Single Pole Mount Arm with Rounded Upper Bar SA6111-XX=Traditional Single Pole Mount Arm with Rounded Lower Bar ¹⁴ SA6112-XX=Traditional Single Pole Mount Arm with 45° Upper Bar SA6113-XX=Traditional Single Pole Mount Arm with 45° Lower Bar ¹⁴ SA6114-XX=Traditional Single Pole Mount Arm with 45° Upper Strap SA6116-XX=Traditional Twin Pole Mount Arm SA6117-XX=Traditional Twin Pole Mount Arm with Rounded Upper Bars SA6118-XX=Traditional Twin Pole Mount Arm with Rounded Lower Bars ¹⁴ SA6119-XX=Traditional Twin Pole Mount Arm with 45° Upper Bars SA6120-XX=Traditional Twin Pole Mount Arm with 45° Lower Bars ¹⁴ SA6121-XX=Traditional Twin Pole Mount Arm with 45° Upper Straps SA6122-XX=Mast Arm Adapter					
		Accessory Options ¹⁸ V=Victorian Finial ¹⁷ M=Modern Finial ¹⁷ A=Architectural Finial ¹⁷ N=Nostalgic Finial ¹⁷ R=NEMA Twistlock Photocontrol Receptacle ¹⁸ PER7=NEMA 7-PIN Twistlock Photocontrol Receptacle ¹⁸					

NOTES:

- Arm not included. Order separately. See accessories.
- Standard 4000K CCT and greater than 70 RI.
- 21 LED LightBAR powered by 350mA and 7 LED LightBAR powered by 1A.
- Only for use with 480V Wye systems. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems).
- Custom and RAL color matching available upon request. Consult your lighting representative at Cooper Lighting Solutions for more information.
- Low-level output varies by bar count. Consult factory. Requires quantity of two or more LightBARs.
- Consult customer service for lead times and multiplier.
- Sensor mounted to the luminaire. Available in E01-E04 and F01-F04 configurations. Replace "XX" with mounting height in feet for proper lens selection, (e.g., MS-L25). Consult factory for additional information.
- Sensor mounted to the luminaire. Available in E02-E04 and F02-F04 configurations. Replace "X" with number of LightBARs operating in low output mode and replace XX with mounting height in feet for proper lens selection, (e.g., MS/3-L25). Maximum four bars in low output mode. Consult factory for additional information.
- Pendant mount option "PMXX" must be used with InVue Pendant mount kit only. Includes pendant pipe, swivel hanger and canopy cover. Other pendant lengths can be specified in inches (XX). Minimum pendant length is 8-1/2". For lengths above 48", consult your lighting representative at Cooper Lighting Solutions for more information.
- Only for use with SL2, SL3 and SL4 distributions.
- Dimming leads provide for external 0-10V control system (by others).
- Replace XX with color suffix.
- Only available with traditional arms.
- One required for each LightBAR.
- Add as suffix to mounting accessory. Example: VA8106-BK-R.
- Not available with finials, pendant mount "PM48" or bishop wall mounts.
- Requires use of 4" O.D. round straight pole.
- Only product configurations with these designated prefixes are built to be compliant with the Buy American Act of 1933 (BAA) or Trade Agreements Act of 1979 (TAA), respectively. Please refer to [DOMESTIC PREFERENCE](#) website for more information. Components shipped separately may be separately analyzed under domestic preference requirements.
- Accessories sold separately will be separately analyzed under domestic preference requirements. Consult factory for further information.

CONFIGURATIONS



POWER AND LUMENS BY BAR COUNT (21 LED LIGHTBARS)

Number of LightBARS	E01	E02	E03	E04
Drive Current	350mA Drive Current			
Power (Watts)	26W	52W	75W	97W
Current @ 120V (A)	0.22	0.44	0.63	0.82
Current @ 277V (A)	0.10	0.20	0.28	0.36
Power (Watts)	31W	56W	82W	99W
Current @ 347V (A)	0.11	0.19	0.28	0.29
Current @ 480V (A)	0.09	0.15	0.20	0.21
T2	Lumens	2,948	5,896	8,844
	BUG Rating	B1-U0-G1	B2-U0-G2	B3-U0-G3
T3	Lumens	2,936	5,873	8,809
	BUG Rating	B1-U0-G1	B2-U0-G2	B3-U0-G3
T4	Lumens	2,876	5,752	8,627
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G3
5MQ	Lumens	3,054	6,108	9,161
	BUG Rating	B2-U0-G1	B3-U0-G1	B3-U0-G2
5WQ	Lumens	2,987	5,975	8,962
	BUG Rating	B2-U0-G1	B3-U0-G1	B4-U0-G2
5XQ	Lumens	2,982	5,963	8,945
	BUG Rating	B2-U0-G1	B3-U0-G2	B4-U0-G3
SL2	Lumens	2,878	5,756	8,634
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2
SL3	Lumens	2,894	5,788	8,682
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2
SL4	Lumens	2,823	5,647	8,470
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2
RW	Lumens	2,957	5,915	8,872
	BUG Rating	B2-U0-G2	B3-U0-G3	B3-U0-G3
SL/SLR	Lumens	2,616	5,231	7,847
	BUG Rating	B1-U0-G2	B1-U0-G3	B2-U0-G3

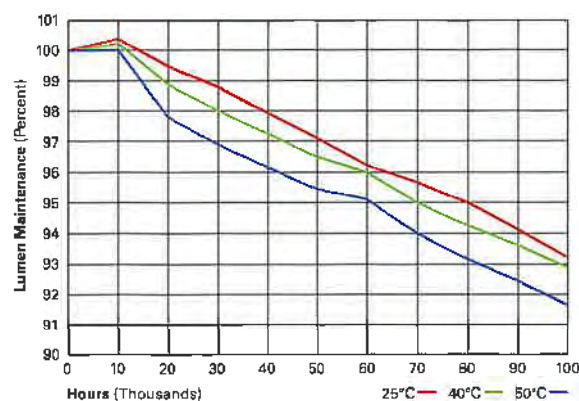
POWER AND LUMENS BY BAR COUNT (7 LED LIGHTBARS)

Number of LightBARS	F01	F02	F03	F04
Drive Current	1A Drive Current			
Power (Watts)	26W	55W	78W	102W
Current @ 120V (A)	0.22	0.46	0.66	0.86
Current @ 277V (A)	0.10	0.21	0.29	0.37
Power (Watts)	32W	60W	86W	105W
Current @ 347V (A)	0.11	0.19	0.28	0.30
Current @ 480V (A)	0.09	0.15	0.21	0.22
T2	Lumens	2,434	4,867	7,301
	BUG Rating	B1-U0-G1	B2-U0-G2	B3-U0-G3
T3	Lumens	2,424	4,848	7,272
	BUG Rating	B1-U0-G1	B2-U0-G2	B3-U0-G3
T4	Lumens	2,374	4,748	7,122
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2
5MQ	Lumens	2,521	5,042	7,563
	BUG Rating	B2-U0-G1	B3-U0-G1	B3-U0-G2
5WQ	Lumens	2,466	4,932	7,398
	BUG Rating	B2-U0-G1	B3-U0-G1	B4-U0-G2
5XQ	Lumens	2,461	4,923	7,384
	BUG Rating	B2-U0-G1	B3-U0-G2	B4-U0-G3
SL2	Lumens	2,376	4,752	7,127
	BUG Rating	B1-U0-G1	B1-U0-G1	B2-U0-G2
SL3	Lumens	2,389	4,778	7,167
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G2
SL4	Lumens	2,331	4,662	6,993
	BUG Rating	B1-U0-G1	B1-U0-G2	B1-U0-G2
RW	Lumens	2,441	4,883	7,324
	BUG Rating	B1-U0-G1	B2-U0-G2	B3-U0-G3
SL/SLR	Lumens	2,159	4,318	6,478
	BUG Rating	B1-U0-G1	B1-U0-G2	B1-U0-G3

LUMEN MAINTENANCE

Ambient Temperature	25,000 Hours*	50,000 Hours*	60,000 Hours*	100,000 Hours	Theoretical L70 (Hours)
25°C	> 99%	> 97%	> 96%	> 93%	> 450,000
40°C	> 98%	> 97%	> 96%	> 92%	> 425,000
50°C	> 97%	> 96%	> 95%	> 91%	> 400,000

* Per IESNA TM-21 data.



LUMEN MULTIPLIER

Ambient Temperature	Lumen Multiplier
10°C	1.02
15°C	1.01
25°C	1.00
40°C	0.99
50°C	0.96

CONTROL OPTIONS

0-10V (DIM)

This fixture is offered standard with 0-10V dimming driver(s). The DIM option provides 0-10V dimming wire leads for use with a lighting control panel or other control method.

Photocontrol (PC, PER and PER7)

Optional button-type photocontrol (PC) and photocontrol receptacles (PER and PER7) provide a flexible solution to enable "dusk-to-dawn" lighting by sensing light levels. Advanced control systems compatible with NEMA 7-pin standards can be utilized with the PER7 receptacle.

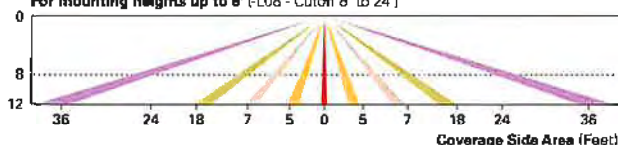
Dimming Occupancy Sensor (MS/DIM-LXX, MS/X-LXX and MS-LXX)

These sensors are factory installed in the luminaire housing. When the MS/DIM-LXX sensor option is selected, the occupancy sensor is connected to a dimming driver and the entire luminaire dims when there is no activity detected. When activity is detected, the luminaire returns to full light output. The MS/DIM sensor is factory preset to dim down to approximately 50 percent power with a time delay of five minutes. The MS-LXX sensor is factory preset to turn the luminaire off after five minutes of no activity. The MS/X-LXX is also preset for five minutes and only controls the specified number of light engines to maintain steady output from the remaining light engines.

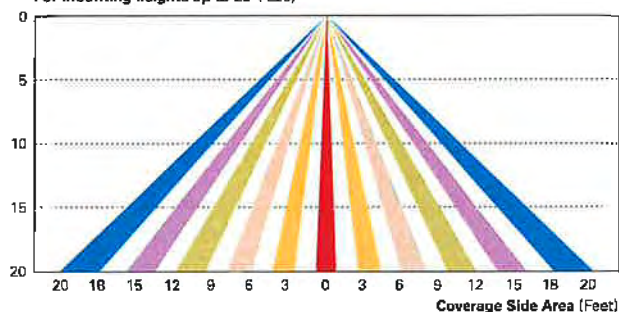
These occupancy sensors includes an integral photocell that can be activated with the FSIR-100 accessory for "dusk-to-dawn" control or daylight harvesting - the factory preset is OFF. The FSIR-100 is a wireless tool utilized for changing the dimming level, time delay, sensitivity and other parameters.

A variety of sensor lens are available to optimize the coverage pattern for mounting heights from 8'-40'.

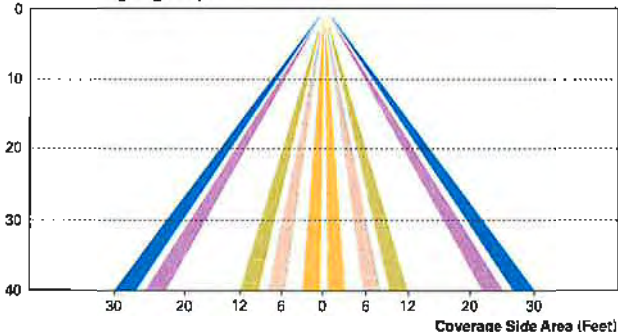
For mounting heights up to 8' (-L08 - Cutoff 8' to 24')



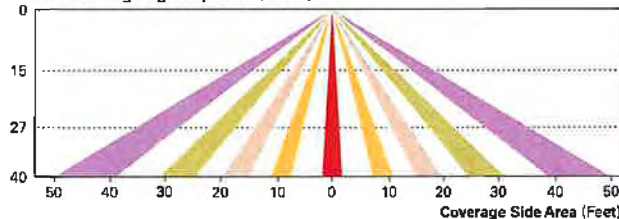
For mounting heights up to 20' (-L20)



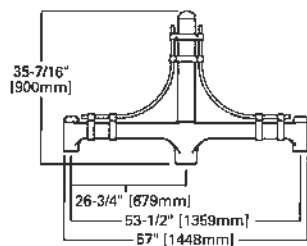
For mounting heights up to 40' (-L40)



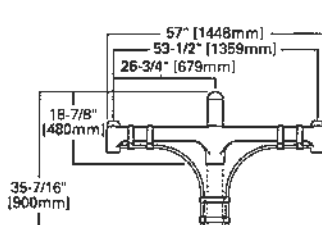
For mounting heights up to 40' (-L40W)



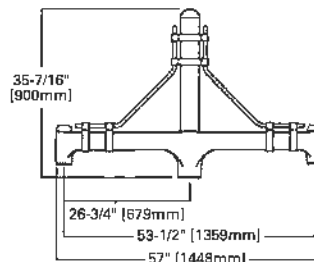
MOUNTING ACCESSORIES


**TRADITIONAL TWIN POLE
MOUNT ARM WITH ROUNDED
UPPER BARS**

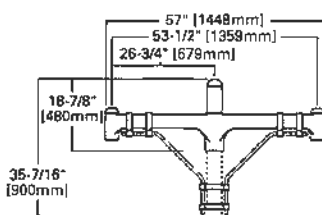
SA6117 (Modern), SA6166 (Classical)
Slipfits over 4" round straight pole,
or 4" O.D. by 6" tall round tenon.
Weight: 43 lbs. E.P.A: 2.28


**TRADITIONAL TWIN POLE
MOUNT ARM WITH ROUNDED
LOWER BARS**

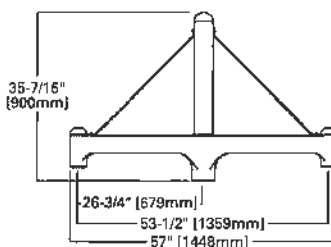
SA6118 (Modern), SA6167 (Classical)
Slipfits over 4" round straight pole,
or 4" O.D. by 6" tall round tenon.
Weight: 40 lbs. E.P.A: 2.04


**TRADITIONAL TWIN POLE
MOUNT ARM WITH 45° UPPER BARS**

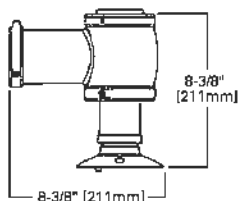
SA6119 (Modern), SA6168 (Classical)
Slipfits over 4" round straight pole,
or 4" O.D. by 6" tall round tenon.
Weight: 43 lbs. E.P.A: 2.24


**TRADITIONAL TWIN POLE
MOUNT ARM WITH 45° LOWER BARS**

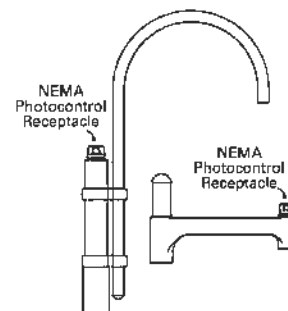
SA6120 (Modern), SA6169 (Classical)
Slipfits over 4" round straight pole,
or 4" O.D. by 6" tall round tenon.
Weight: 40 lbs. E.P.A: 2.0

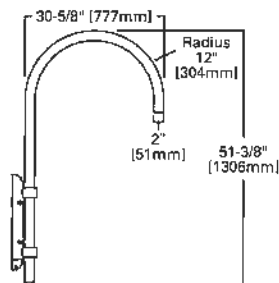

**TRADITIONAL TWIN POLE
MOUNT ARM WITH 45° UPPER STRAPS**

SA6121 (Modern), SA6170 (Classical)
Slipfits over 4" round straight pole,
or 4" O.D. by 6" tall round tenon.
Weight: 37 lbs. E.P.A: 1.81

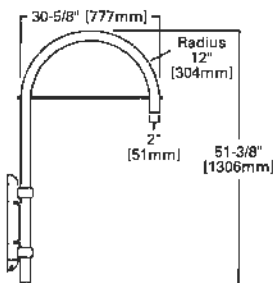

MAST ARM ADAPTER

SA6122 (Modern), SA6171 (Classical)
Secures fixture to nominal 2" pipe
(2-3/8" horizontal O.D.)
Weight: 4 lbs.

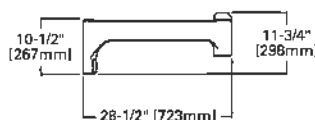

NEMA TWISTLOCK PHOTOCONTROL (R)
Order separately (Not compatible with
finials or wall mount bishop arms)

Wall Mount Accessories

BISHOP WALL MOUNT ARM

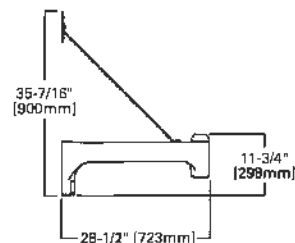
SA6101 (Modern), SA6150 (Classical)
Mounts to wall with four stainless
steel lag bolts (provided by other).
Weight: 16 lbs.


**BISHOP WALL MOUNT ARM
WITH CROSS ROD**

SA6102 (Modern), SA6151 (Classical)
Mounts to wall with four stainless
steel lag bolts (provided by other).
Weight: 17 lbs.

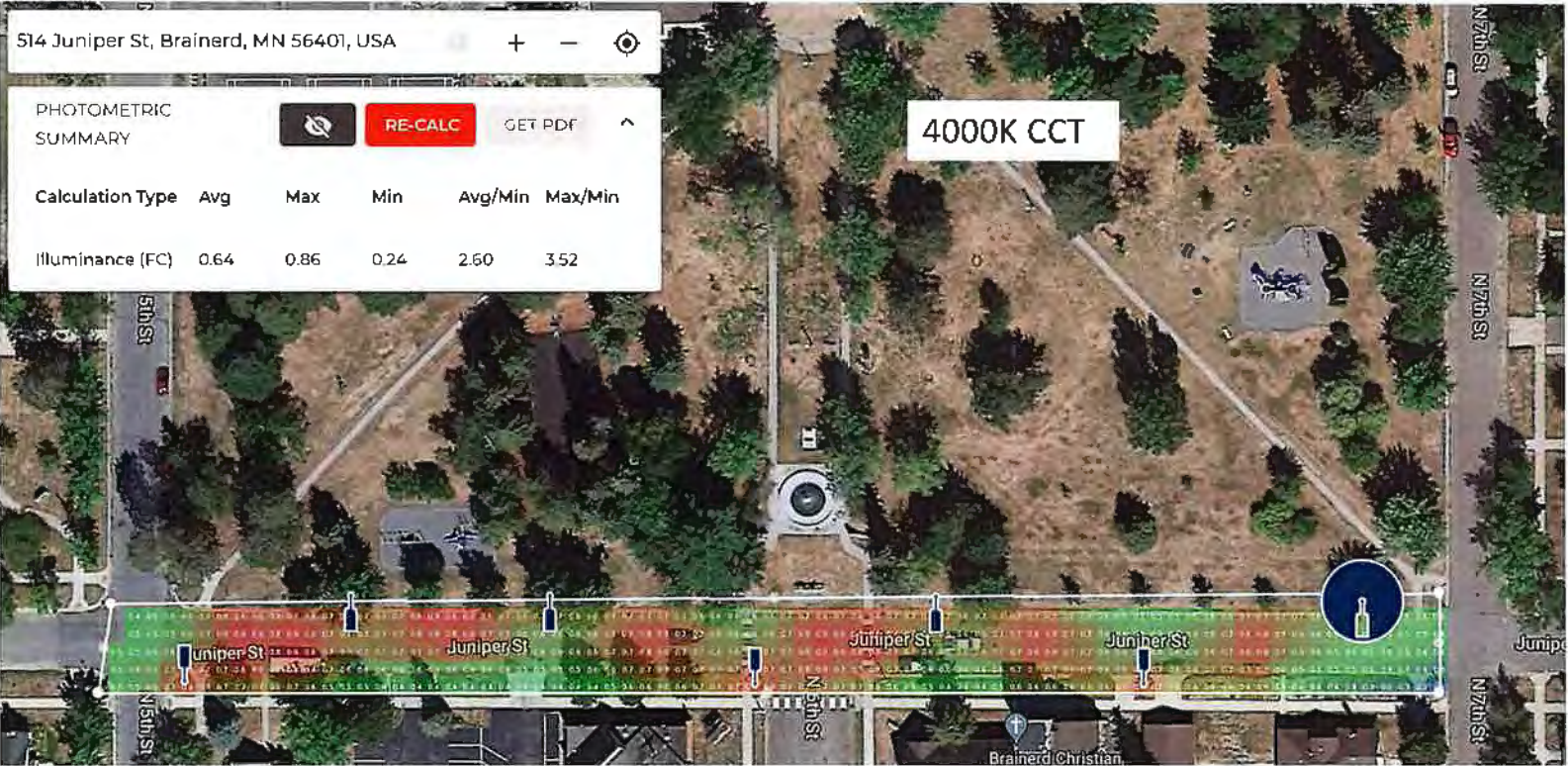

TRADITIONAL WALL MOUNT ARM

SA6103 (Modern), SA6152 (Classical)
Mounts to wall with four stainless
steel lag bolts (provided by other).
Weight: 17 lbs.


**TRADITIONAL WALL MOUNT ARM
WITH 45° STRAP**

SA6104 (Modern), SA6153 (Classical)
Mounts to wall with four stainless
steel lag bolts (provided by other).
Weight: 18 lbs.

Classified



EMM Epic Medium

IES File: EMM-E03-LED-E1-T3

CCT: , Power: 75.2W, Optic: T3

Copy

Swap

Remove



Rotation



180 °

0 360

Mounting Height



35 Ft

10 60

Number of Heads

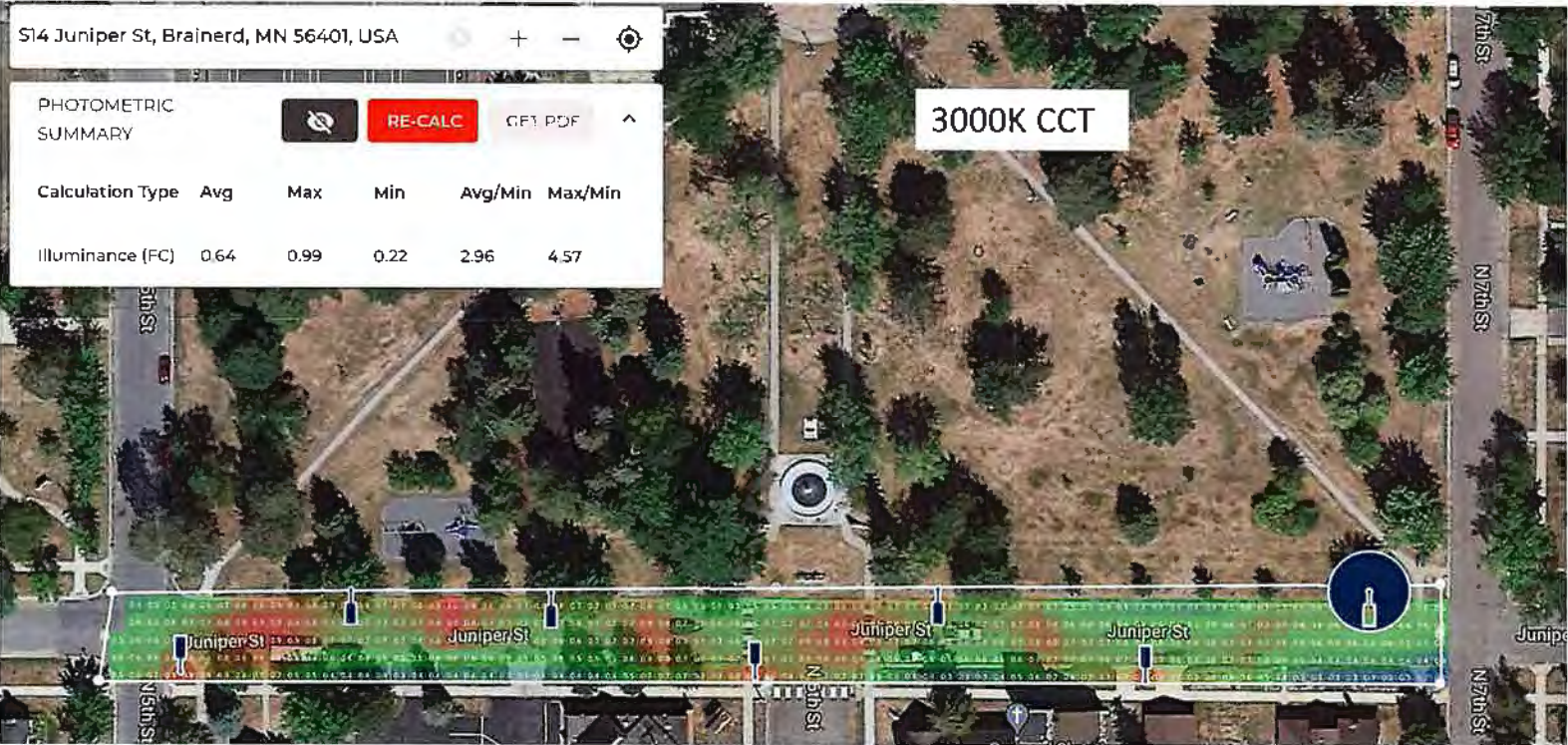
1

2

3

4

Classified



MEM Epic Medium

IES File: MEM-E03-LED-E-U-T3-7030

CCT: 3000-5700K, Power: 75.2W, Optic: T3

Copy

Swap

Remove

Mounting Angle

0° 20° T30 160°

IES File Selected

MEM-E03-LED-E-U-T3-7030

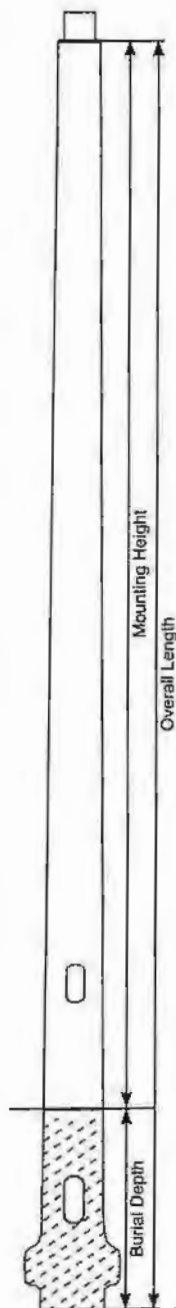
CCT 3000-5700K

Lumens 8045

Watts 75.2W

ROUND TAPERED COMPOSITE LIGHT POLE DIRECT BURIAL INSTALLATION

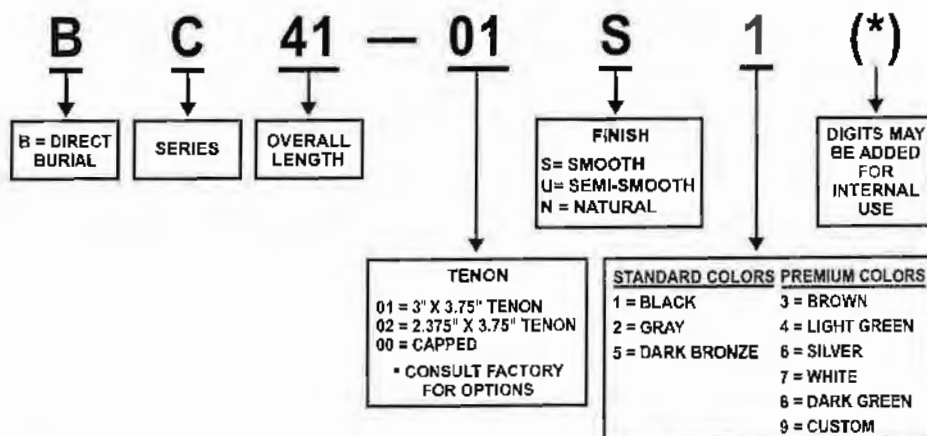
SHAKESPEARE C-SERIES DIRECT BURIAL POLES



OVERALL LENGTH	MOUNTING HEIGHT	BURIAL DEPTH	TIP DIAMETER	GROUNDLINE DIAMETER	WEIGHT
24	20	4	6.6	9.1	161
25	21	4	6.6	9.2	170
26	22	4	6.6	9.4	179
27	23	4	6.6	9.5	188
28	24	4	6.6	9.6	196
30	25	5	6.6	9.8	206
31	26	5	6.6	9.9	210
32	27	5	6.6	10.0	214
33	28	5	6.6	10.2	218
34	29	5	6.6	10.3	223
35	30	5	6.6	10.4	227
37	31	6	6.6	10.6	235
38	32	6	6.6	10.7	242
39	33	6	6.6	10.9	250
40	34	6	6.6	11.0	257
41	35	6	6.8	11.1	263
43	36	7	6.8	11.3	266
44	37	7	6.6	11.4	269
45	38	7	6.6	11.5	292
46	39	7	6.6	11.7	326
47	40	7	6.6	11.8	359

- Mounting heights to 40 feet
- Smooth, semi-smooth or natural finish
- 3 standard and 5 special architectural colors available
- High performance UV and weather-resistant pigmented resin system with an additional pigmented polyurethane coating
- Tenon top or Drilled and Capped
- Standard 2-1/2" x 5" handhole located 18" above grade
- Standard 2 EA - 2-1/2" x 6" wire access hole 24" below grade
- Anti-rotation flare structurally integrated into the pole base during manufacture
- Poles are individually identified with a permanent embossed tag located 9" from tip.
- Sleeved individually for shipment
- Lightweight, easy to install, saves money

ORDERING INFORMATION



C-SERIES



Shakespeare

ROUND TAPERED COMPOSITE LIGHT POLE - DIRECT BURIAL INSTALLATION

SPECIFICATIONS

1. Lighting poles shall be fiberglass reinforced composite per Shakespeare design.
2. Wind loading shall be calculated for the appropriate wind velocity with a 3 second gust factor per ASCE.
3. Effective projected area (EPA) is the actual area adjusted with the appropriate drag coefficient (shape factor) to result in an equivalent area having a drag coefficient equal to one (1) using ANSI 136.20

MATERIALS

1. The round tapered pole shall be constructed by the filament winding process from thermosetting polyester resin and contain a minimum of 65 percent "E" type fiberglass by weight. The filament windings shall be continuously applied with uniform tension and shall be placed on the pole helically at low angles to provide axial strength. Additional windings shall be placed on the pole in a circular manner to provide compressive strength.
2. The resin to make the pole shall be ultraviolet resistant and pigmented approximately the same color as the final coating to be applied. A highly weather resistant, pigmented, polyurethane coating shall be applied to the pole. The coating shall have a minimum thickness of 1.5 mils.
3. The poles shall be flame resistant per ASTM D635. Specimens must cease to burn before the gauge mark of 100mm (3.9 inches) is reached.
4. (If applicable) The poles shall be delivered predrilled and capped (if applicable) to accommodate the lighting fixture(s) or mast arm(s) specified.
5. (If applicable) Tenons shall be permanently bonded to the fiberglass shaft and shall be hot-dipped galvanized steel to ASTM A153 or shall be 6061-T6 or A356-T6 aluminum.
6. The handhole opening shall be 2.5" x 5". The handhole cover is attached with a 1/4" socket head screw.

IDENTIFICATION & PACKAGING

Each pole shall bear an identification tag which shall list the model, catalog number, month and year of manufacture.
Each pole shall be individually packaged for protection during shipping.

TESTING

The surface shall have been tested for a minimum of 5000 hours of accelerated testing in accordance with ASTM G154 (UV-A Lamp 340 NM wavelength 130° F, cycle lamp 4 hours on, 4 hours off) with the following performance results:

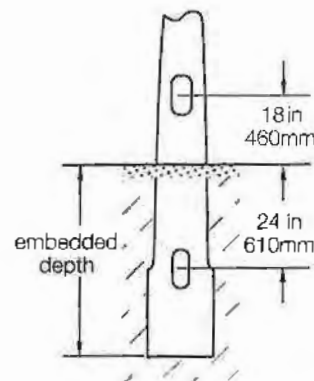
- Fiber exposure: None | Cracking: None | Chalking: None | Color: Slight dulling may occur

WIND LOADING DATA

Wind speed (mph) values calculated as per ANSI C136.20 for a 3-second gust factor.

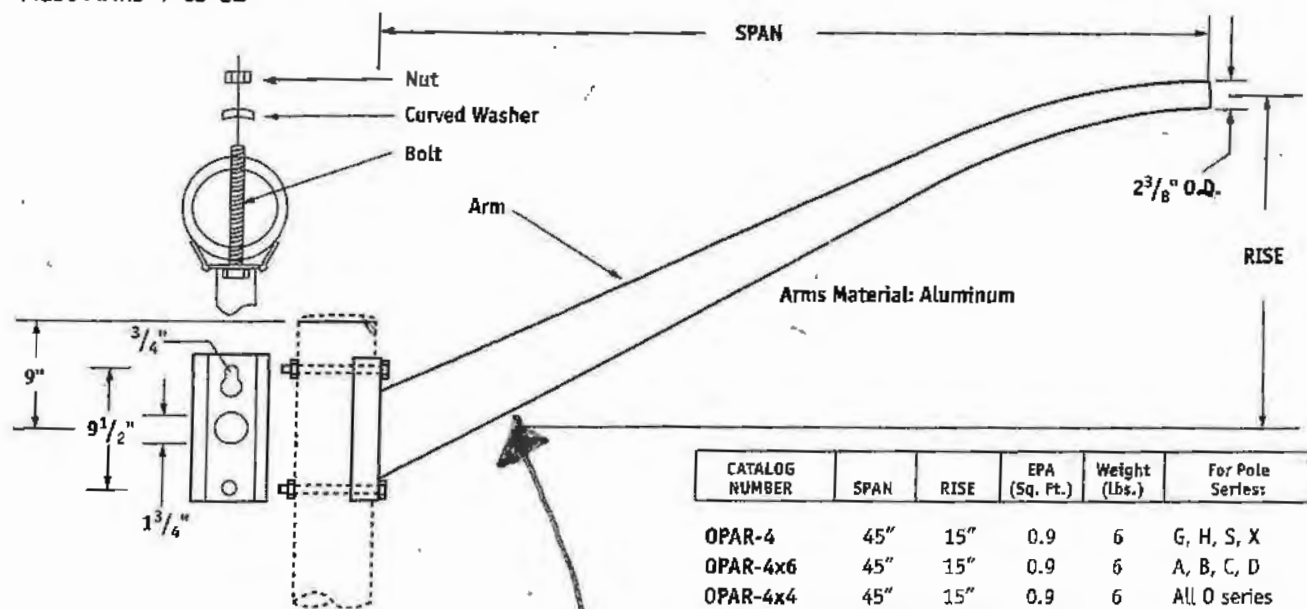
OVERALL LENGTH	MOUNTING HEIGHT	LUXINAIRE MAX WEIGHT (LBS.)	90 MPH	100 MPH	110 MPH	120 MPH	130 MPH	140 MPH	150 MPH
24	20	300	23.1	18.5	15.1	12.5	10.3	8.5	7.1
25	21	300	23.4	18.8	15.3	12.6	10.3	8.5	7.1
26	22	300	23.2	18.5	15.1	12.4	10.2	8.4	6.9
27	23	300	23.6	18.9	15.4	12.6	10.3	8.5	7.0
28	24	300	24.5	19.6	16.0	13.1	10.7	8.8	7.3
30	25	300	26.1	20.9	17.0	13.9	11.4	9.4	7.7
31	26	300	25.1	20.0	16.3	13.2	10.8	8.9	7.3
32	27	300	24.5	19.6	15.9	12.9	10.5	8.5	7.0
33	28	300	23.9	19.1	15.5	12.6	10.1	8.2	6.7
34	29	300	23.4	18.7	15.1	12.1	9.8	7.9	6.4
35	30	300	22.3	17.8	14.3	11.4	9.2	7.4	6.0
37	31	300	22.5	17.9	14.4	11.5	9.2	7.4	5.9
38	32	300	22.0	17.5	14.0	11.2	8.9	7.1	5.7
39	33	300	21.6	17.2	13.7	10.8	8.6	6.9	5.4
40	34	300	21.2	16.8	13.4	10.5	8.4	6.6	5.5
41	35	300	21.1	16.8	13.2	10.4	8.2	6.5	5.1
43	36	300	20.6	16.4	12.8	10.1	7.9	6.2	4.8
44	37	300	20.4	16.2	12.6	9.8	7.7	6.0	4.6
45	38	300	20.5	16.2	12.6	9.8	7.8	5.9	4.5
46	39	300	19.5	15.4	11.9	9.2	7.1	5.4	4.1
47	40	300	19.5	15.3	11.8	9.1	7.0	5.3	3.9

Direct Embedded Detail



valmont 
COMPOSITE STRUCTURES

Mast Arms 4' to 12'



Mast Arms

Material: Aluminum

Construction: Single, tapered arm. One, two, three, or four can be mounted, depending on pole strength and other factors.

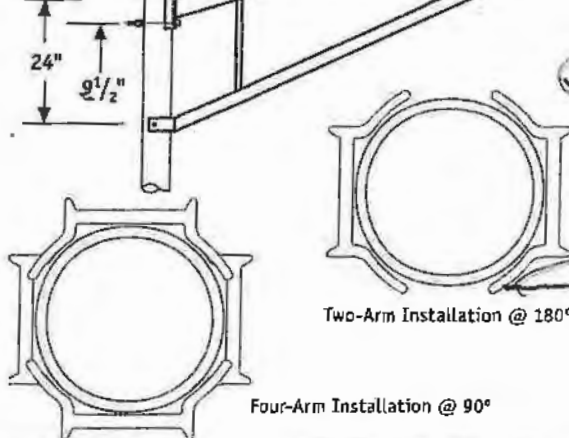
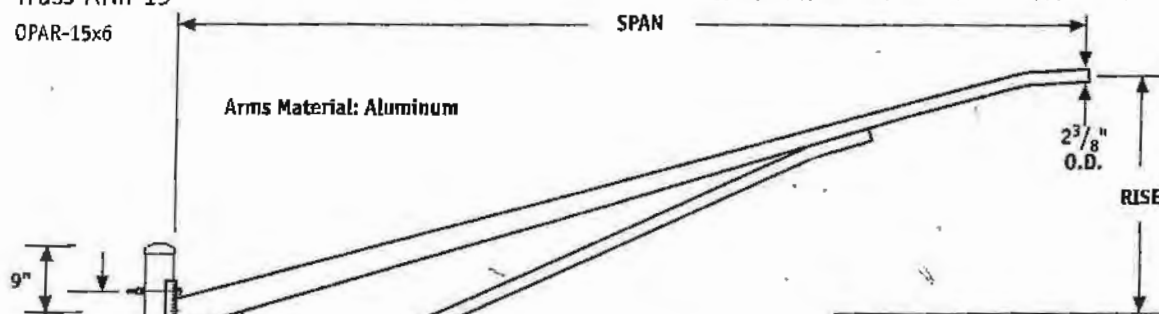
Options: 1.66" Dia. slipfitter (specify)

Mast Arms available in powder coated colors to match poles, at additional cost

CATALOG NUMBER	SPAN	RISE	EPA (Sq. Ft.)	Weight (Lbs.)	For Pole Series:
OPAR-4	45"	15"	0.9	6	G, H, S, X
OPAR-4x6	45"	15"	0.9	6	A, B, C, D
OPAR-4x4	45"	15"	0.9	6	All O series
OPAR-6	68"	24"	1.6	10	G, H, S, X
OPAR-6x6	68"	24"	1.6	10	A, B, C, D
OPAR-6x4	68"	24"	1.6	10	All O series
OPAR-8	90"	33"	2.4	14	G, H, S, X
OPAR-8x6	90"	33"	2.4	14	A, B, C, D
OPAR-8x4	90"	33"	2.4	14	All O Series
OPAR-10	120"	39"	3.3	17	H, S, X
OPAR-10x6	120"	39"	3.3	17	A, B, C, D
OPAR-12	138"	45"	4.0	22	H, S, X
OPAR-12x6	138"	45"	4.0	22	A, B, C, D
OPAR-15x6	174"	45"	7.4	40	A, B, C, D

Truss Arm 15'

OPAR-15x6



Hardware Kits for Mast Arms

Material: Hot dipped Galvanized Steel

CATALOG NUMBER	Arms Configuration	For Pole Series:	5/8"-11 Bolts	Washers	Nuts
OPHW-1	Single arm	G, H, S, X	2 ea. 6"	2 ea. curved	2 ea.
OPHW-1x4	Single arm	All O Series	2 ea. 5 1/2"	2 ea. curved	2 ea.
OPHW-1x6	Single arm	A, B, C, D	2 ea. 8"	2 ea. curved	2 ea.
OPHW-2	Two @180°	G, H, S, X	2 ea. 7"	2 ea. flat	2 ea.
OPHW-2x4	Two @180°	All O Series	2 ea. 6"	2 ea. flat	2 ea.
OPHW-2x6	Two @180°	A, B, C, D	2 ea. 9"	2 ea. flat	2 ea.
OPHW-1x6-15	One Truss Arm	A, B, C, D	2 8", 1 9"	2 ea. curved	3 ea.
OPHW-2x6-15	Two Truss @ 180°	A, B, C, D	3 ea. 9"	2 ea. flat	3 ea.



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Review Draft Ordinance Amendment for Section 320: Administrative Citations

AGENDA: SPW Committee

ACTION REQUESTED: Direction Requested

SUBMITTED BY: James Kramvik

DEPARTMENT: Community Development

PRESENTER: James Kramvik, CDD

ESTIMATED TIME (MIN): 10 minutes

SUMMARY OF ISSUE:

Since the adoption of Ordinance No. 1524, the City of Brainerd has moved to a complaint-based enforcement policy for violations of the City Code, Property Maintenance Code, and Zoning Code. Ordinance No. 1524 also amended the citation schedule and process. The challenges with the new ordinance were primarily a result of violations that were previously abated much sooner. Staff heard complaints from residents that abatement was taking too long for grass and garbage. In the previous code, staff would administratively abate grass and garbage after one citation.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Staff is presenting a draft ordinance for SPW to review based on the recommendation from the last City Council meeting on January 3, 2023. Staff has drafted an ordinance that allows for the administrative abatement of garbage, grass, animal feces, and snow removal. This proposed ordinance also contains an abbreviated abatement time line for repeat offenders.

RECOMMENDED ACTION/MOTION:

Staff recommends approval of the draft ordinance as presented and for staff to bring this draft ordinance as a first reading to the next City Council meeting.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)

ORDINANCE
NO. _____

AN ORDINANCE AMENDING SECTION 320, ADMINISTRATIVE CITATIONS

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: Section 320.07 of the City Code is hereby amended by adding the following:

Section 320.07 Administrative Offenses; Schedules of Fines and Fees.

Subd. 1 A violation of any provision of the City Code is an administrative offense which may be subject to an administrative citation and civil penalties pursuant to this ordinance.

Subd. 2 The schedule of fines for offenses initiated by administrative citation shall be:

- **1st Citation \$100**
- **2nd Citation \$200**
- **3rd Citation \$300**

Subd. 3 After the issuance of three (3) citations, the offense shall be brought before the Safety & Public Works Committee for determination of further action to correct the violation. Such actions may include but are not limited to abatement, issuance of further administrative citations in an amount determined by the Committee, or legal action. The determination of the Safety & Public Works Committee shall then be referred as a recommendation to the City Council for final approval.

Subd. 4 After the issuance of (3) citations, the following nuisance violations require City staff to administratively abate the nuisance without review from the Safety & Public Works Committee.

- 1) Garbage & Rubbish**
- 2) Grass & Weeds in Excess of 6"**
- 3) Animal Feces**
- 4) Nuisance on a Public Sidewalks for Snow and Ice**

Subd. 5 Repeat Offender. If the same owner commits a subsequent violation within 12 months after abatement of the property for the same or similar offense for a violation listed in the above paragraph the following schedule shall be:

- **1st Citation \$300**
- **Administrative Abatement**

Subd. 6 The City Council may adopt a schedule of fees to be paid to administrative hearing officers.

Subd. 7 The administration of the administrative citation program shall be conducted solely on a complaint driven basis. Offenses of a nature that may result in bodily harm, damage to property, or significant blight may be brought before the Safety & Public Works Committee without a complaint for determination whether to implement the administrative citation program or take other action. The determination of the Safety & Public Works Committee shall then be referred as a recommendation to the City Council.

SECTION TWO: This ordinance shall take effect and be in full force one week from and after its publication.

Adopted this _____ day of _____, 2023

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2023

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

Published: One Time – _____



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: Direction on Active Code Enforcement Cases

AGENDA: SPW Committee

ACTION REQUESTED: Direction Requested

SUBMITTED BY: Community Development Director

DEPARTMENT: Community Development

PRESENTER: James Kramvik, CDD

ESTIMATED TIME (MIN): 2 minutes

SUMMARY OF ISSUE:

With the adoption of Ordinance No. 1524, the revised Section 320 of the City Code dictates that violations of the City Code shall, after receiving a notice of violation, be issued up to three administration citations for non-compliance. Once three citations have been issued, the violation shall be brought before the Safety & Public Works Committee for review. The Committee shall then make a recommendation to the City Council as to how to proceed with enforcement of the violation.

Staff is bringing one (1) property before the Committee for review. Staff is looking for direction from the Council as how to proceed with the cases.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Attached is the case file for 1306 Oak St.

Per Section 320, action that could be taken against this property include:

- Continued administrative citations in an amount determined by the City Council
- Abatement of the offense (depending on the type of offense)
- Legal action (at the recommendation of the City Attorney depending on the type of offense)
- Cease corrective action

RECOMMENDED ACTION/MOTION:

See attached memo

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: \$0.00

Is this budgeted? (Please Explain)

MEMO



TO: Mayor and City Council
FROM: James Kramvik, Community Development Director
DATE: February 6, 2023
RE: Recommendations for Active Code Enforcement Cases

Staff recommends the following actions for the active code enforcement cases brought before the City Council:

- **1306 Oak Street – Snow Removal on Sidewalk**
 - Received one (1) Notice of Violation Letter (12/20/22) and three (3) Citations for Snow Removal on Sidewalk
 - First Citation 12/27/22 – Third Citation 1/13/22
 - \$600 in open citations

Staff recommends the immediate abatement of the property.

December 20, 2022

1st Notice

SALTNESS, KELLY M & MAIER, ANDRES E
1306 OAK ST
BRainerd, MN 56401

ORDER TO CORRECT ADMINISTRATIVE VIOLATION

Dear Property Owner(s),

Brainerd residents have consistently expressed that clean, well-maintained residential neighborhoods and commercial districts are a high priority. Maintaining these areas has proven to increase property values, provide a higher standard of living, and promotes community pride. A code violation was observed on the property described below. Understanding that you might not be aware of what the City codes require, I am sending you this courtesy notice to give you an opportunity to correct this matter.

Property Address: 1306 OAK ST
Real Estate Code: 41250792

Violation: Nuisance on a Public Sidewalk

Ordinance: 825

Description: Ord 825.03 Sub 2 - An accumulation of dirt, debris, rubbish, or snow and ice on a public sidewalk more than 48 hours after its deposit thereon shall constitute a public nuisance. The owner of any property abutting a public sidewalk or any responsible person designated by the owner shall clean or cause to be cleaned such sidewalk so that it will be free of dirt, debris, rubbish or snow and ice. Sand and/or a chemical de-icer shall be applied on said sidewalk when ice or snow cannot be readily removed, so that such walkway can be made reasonably safe for use.

To review City Codes on the web, go to www.ci.brainerd.mn.us/153/City-Code.

Action should be taken on or before 12/25/2022

Per the above-mentioned code section and City Code 320 – Administrative Citations, failure to comply with this ordinance will result in citation(s) according to the following schedule:

1st Citation - \$100.00 | 2nd Citation - \$200.00 | 3rd Citation - \$300.00

After the issuance of three (3) citations, the offense shall be brought before the Safety & Public Works Committee for determination of further action to correct the violation. Such actions may include but are not limited to abatement, issuance of further administrative citations in an amount determined by the Committee, or legal action. The determination of the Safety & Public Works Committee shall then be referred as a recommendation to the City Council for final approval.

If you are unable to make the corrections by the date above or believe this violation is in error, please call this office to discuss or make other arrangements. Office hours are 7:30 to 4:30, Monday through Friday. **Feel free to contact Housing Inspector Jason Stockinger at 218/454-3416 if you have questions.**

Respectfully,
By Order of:
THE CITY OF BRAINERD



12/20/2022 09:56

3rd Citation



This citation charges you with one or more violations of the
Property Maintenance Code, Ordinance No. 1338

THIS IS THE ONLY NOTICE YOU WILL RECEIVE

Administrative Citation

Department of Building Safety – 218-828-2307

EN22-0466

Date of Violation: 01/13/2023

Parcel ID: 41250792

Violator(s): SALTNESS, KELLY M & MAIER, ANDRES E
1306 OAK ST
BRainerd, MN 56401

Location/Address of Violation: **1306 OAK ST**

VIOLATION

Section	Subdivision, Chapter or Article	Fine
825.03 Subd 2	Nuisance on a Public Sidewalk	\$300.00

If the owner fails to correct the nuisance within the timeframe stipulated in the first notice, the City of Brainerd shall cause such action to correct such nuisance by means of, but not limited to, cutting grass or collecting garbage or junk. The expense thereof shall be billed to the property owner and shall constitute a lien upon such realty. An Administrative Citation is separate and in no way defrays the expense of correcting the nuisance.

Citation Amount Due: \$300.00

Payment Due By: 30 Days from Date of Violation

**Payment may be presented in person or by way of First Class Mail in the form of cash, check or money order, payable to:
City of Brainerd, submitted to the Department of Building Safety, City Hall - 501 Laurel Street; Brainerd, MN 56401.**

Re-inspection Date: 01/23/2023

**For uncorrected or continued violations, the City may correct the violation and assess the charges for doing so.
An additional citation will be issued if the violation is not corrected by the re-inspection date.
Failure to pay the fine will result in it being assessed against the property as provided in Minnesota Statute 429.
Unpaid fines, including an administrative charge of \$25.00 plus interest of the total balance, will be assessed
against the property of the owner charged with the violation.**

When a citation is issued, you must correct the violation and pay the fine. If you decide to contest the violation, you may request a hearing, responding within 10 days from the date of the citation issuance. The purpose of a hearing is to determine whether or not a violation(s) of the city code existed. If you request a hearing and the citation stands, you will be responsible for the hearing costs and fines as determined by the hearing officer as well as correction of the violation. If the citation is contested and a hearing is scheduled, a notice will be mailed to you with the date/time/location of the hearing. If you cannot attend on the scheduled date or wish to request the Hearing Officer be removed from the case, you must do so no later than 15 days prior to the date of the hearing. A new hearing date will be set and another notification will be sent to the party contesting the citation.

Representative: Darrin Deseth, Building Official

Date: 01/13/2023

Representative's Signature:

(served via first class mail)



01/13/2023 09:22

Most current photo-no action or response to letters sent





Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: First Reading – Proposed Ordinance 1542 – Amending Section 1200 of City Code Concerning Sale and Consumption of Liquor in Public Parks

AGENDA: Main Agenda

ACTION REQUESTED: Ordinance 1st Reading

SUBMITTED BY: PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: PW Director Dehn

ESTIMATED TIME (MIN): 15 Minutes

SUMMARY OF ISSUE:

At the January 24th Park Board meeting, the Park Board approved a recommendation of a proposed ordinance revising Section 1200 of the City Code concerning the sale and consumption of liquor in parks.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

At the Park Board's December 6th meeting discussing policies regarding the new Amphitheater facility, the Park Board discussed the current restrictions of alcoholic beverages in City Parks and the possibility of allowing sale and consumption in City Parks. When brought to the Council on December 19th, 2022, it was shared that the Council would be interested to discuss what the Park Board would be proposing.

A similar question arose last summer concerning whether the existing City Code allows for the sale and consumption of alcohol in City parks. Section 1200 regulates intoxicating liquor, while Section 1205 regulates weak beer. Section 1200.17, subdivision 1, prohibits the mixing, preparation and consumption of "liquor" in any public place, and subdivision 2 prohibits the consumption of "liquor" in a public park except as provided in section 1205.03, subd. 5 (on-sale of weak beer allowed in Memorial Park by professional baseball organizations and licensed vendors). The term "liquor" is not defined in the Code or state law. State law refers to intoxicating liquor, malt liquor, 3.2 percent malt liquor, etc. It is possible that the use of the general term "liquor" in the Code was intended to equate to "alcoholic beverage," which includes wines, spirits, and weak and strong beer. Ultimately, the question is whether the City Council wishes to allow the sale and consumption of alcohol in City parks, and if so, under what circumstances. A proposed Ordinance amending Section 1200 of the City Code is attached.

RECOMMENDED ACTION/MOTION:

1. Motion to conduct the first reading of Proposed Ordinance 1545, an ordinance amending Section 1315.03 of the City Code: Snow Emergencies
* Note: a vote to dispense with the actual reading of the ordinance must be unanimous.
2. Call for a Public Hearing at the February 21, 2023 Council Meeting

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)

**ORDINANCE
NO. 1542**

**AN ORDINANCE AMENDING SECTION 1200 OF THE CITY CODE CONCERNING SALE
AND CONSUMPTION OF LIQUOR IN PUBLIC PARKS**

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: Purpose.

The existing City Code prohibits the sale and consumption of liquor in public places, while non-intoxicating malt liquor is allowed in limited circumstances in Memorial Park. This amendment provides the opportunity for the sale and consumption of intoxicating liquor in public parks pursuant to temporary on-sale licenses approved by the State under Minnesota Statutes section 340A.404, subdivision 10.

SECTION TWO: Amendment. The following provisions of Section 1200 are amended as indicated, with deleted language struck out and new language underlined:

1200.17 Restrictions on Purchase and Consumption. Subdivision 1. Liquor in Unlicensed Places. No person shall mix or prepare liquor for consumption in any public place or place of business unless it has a license to sell liquor on-sale ~~or a permit from the Commissioner of Public Safety under Minnesota Statutes, Section 340.119~~ and no person shall consume liquor in any such place.

Subdivision 2. Consumption in Public Places. No person shall consume liquor on a public highway, public park except in compliance with Section 1205.03, Subd. 5, or other public places. Notwithstanding the foregoing, intoxicating liquor may be mixed, sold and consumed in a public park pursuant to a temporary on-sale liquor license, subject to the following conditions:

- a) Only a club or charitable, religious, or other nonprofit organization in existence for at least three years may apply for a temporary on-sale liquor license. The on-sale of intoxicating liquor must be in connection with a social event within the City sponsored by the applicant. The applicant shall also apply for an event permit as required by City Code. The applicant may contract for intoxicating liquor catering services with the holder of a full-year on-sale intoxicating liquor license issued by any municipality.
- b) The license requires approval by the City Council. If approved, the license is subject to the terms set forth by the Council. Those terms include the following:
 - 1. The on-sale of intoxicating liquor is limited to four consecutive days or less as set forth in the license.
 - 2. If catered, the license shall provide the name and address of the catering entity that holds a full-year on-sale intoxicating liquor license.
 - 3. The license fee must be paid in full before the license is issued.
 - 4. The license must be reviewed and approved by the Commissioner of Public Safety before it is deemed in effect.
 - 5. The area within the park in which liquor is to be sold and consumed must be entirely contained within a building and/or within temporary fencing preventing sale and consumption of alcohol outside the approved area.

6. One or more City police officers shall be assigned to the event at licensee's sole cost. The number and nature of police presence shall be in the sole discretion of the Police Chief or the Chief's designee.
7. The licensee shall provide proof of liability and property insurance. The liability insurance shall be in an amount no less than the tort limits set forth in Minn. Stat. § 466.04. The property insurance shall be in an amount no less than \$500,000 per occurrence.

SECTION THREE: Effective Date. This ordinance becomes effective from and after its passage and publication pursuant to the City Charter.

Adopted this ____ day of _____, 2023

KELLY BEVANS
President of the Council

Approved this ____ day of _____, 2023

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

Publication date: _____, 2023



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: First Reading- Proposed ORD 1543

AGENDA: Main Agenda

ACTION REQUESTED: Ordinance 1st Reading

SUBMITTED BY: James Kramvik

DEPARTMENT: Community Development

PRESENTER: James Kramvik, CDD

ESTIMATED TIME (MIN): 5 minutes

SUMMARY OF ISSUE:

At the January 3rd meeting, City Council directed staff to review Section 900 of the City Code, specifically regarding the number of chickens allowed per residential property. Staff researched nine other Central Minnesota communities and presented the findings to City Council at the last meeting. Section 900.08 currently allows for a total of any combination of four (4) (dogs, cats, or chickens). The harboring of chickens requires a special administrative permit and neighboring consent. In addition to chickens, staff has been approached about the possibility of allowing ducks within City limits for the purposes of egg laying.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

At the January 17th meeting, City Council directed staff to draft an ordinance that allows for the harboring of four (4) chickens or ducks per property. Further, this number would not count towards the allowable number of dogs and cats per property.

RECOMMENDED ACTION/MOTION:

Motion to hold the first reading of Proposed Ordinance No. 1543, an Ordinance Amending Section 900.08 of the City Code Concerning the Harboring of Chickens and Ducks.

*Note: a vote to dispense with the actual reading of the ordinance must be unanimous.

FINANCIAL IMPACT:

Is there a cost associated with this request: No
What is the total cost, with tax and shipping:
Is this budgeted? (Please Explain):

**ORDINANCE
NO. 1543**

AN ORDINANCE AMENDING SECTION 900, ANIMALS

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: Section 900.08 of the City Code is hereby amended by adding the following:

900.08 Chickens and Ducks.

Subd 1. Chickens and Ducks Limited. It is unlawful for any person to own, control, keep, maintain or harbor hen chickens or ducks in any residential district and/or residential use in non-residential districts in the City unless issued a permit to do so as provided herein. In the case of rental residential property, including multi-family residential property, written permission must be given by the property owner for a tenant to keep or harbor chickens or ducks on said residential premises. No permit shall be issued for the keeping or harboring of more than four (4) hen chickens or ducks in any combination on any premises unless the property is located in an agricultural or rural zoning district. The keeping of roosters is prohibited. ~~It shall be unlawful to keep or harbor hen chickens in addition to the limitations set forth in Section 900.13, Subd. 1. (For example, the limitation is further clarified as follows: 4 dogs, or 4 cats, or 4 chickens, or 3 dogs and 1 cat, or 3 chickens and 1 dog, or 2 cats and 2 chickens, etc.)~~ (For example, the limitation is further clarified as follows: 4 chickens, or 4 ducks, or 3 chickens and 1 duck, or 2 chickens and 2 ducks, ect.)

Subd. 2. Definitions. The term “At Large” shall be intended to mean a chicken or duck out of its ~~chicken~~ run, off the premises or not under the custody and control of the owner. The term “Chicken” means a female chicken or hen raised for egg laying. The term “Duck” means a variety of domesticated duck that is raised for egg laying. The term “Chicken or Duck Coop” means a structure providing housing for chickens or ducks made of wood or other similar materials that provides shelter from the elements. The term “Chicken or Duck Run” means a fenced outside yard for the keeping and exercising of chickens or ducks. The term “Owner” shall mean the resident, property owner, custodian, or keeper of any chicken or duck. The term “Premises” means any platted lot or group of contiguous lots, parcels or tracts of land.

Subd. 3. Permit. No chicken or duck coop and/or chicken or duck run shall be maintained unless granted a permit by the City. The permit shall be subject to all terms and conditions of this Section and any additional conditions deemed necessary by the City to protect the public health, safety, and welfare. The necessary permit may be obtained from the ~~City Administrator’s office~~ Community Development Department. Included with the information required prior to issuance of the permit must be a scaled diagram that indicates the location of any ~~chicken~~ coop and run, and the approximate size and distance from adjoining structures and property lines. The owner must also obtain written approval of the keeping of chickens or ducks from all abutting property owners. Written approval is not required if there is no abutting property. A permit for the keeping of chickens or ducks may be revoked or suspended by the Council for any violation of this Section following written notice and a public hearing.

Subd. 4. Confinement. Every person who owns, controls, keeps, maintains, or harbors ~~hen~~ chickens or ducks must keep them confined on the premises at all times in a chicken coop or chicken run while in the City. Any coop and run shall be screened with a solid fence or landscaped buffer with a minimum height of four (4) feet. ~~Any coop and run shall be at least 25 feet from any residential structure or any other premises on any adjacent lots.~~

Subd. 5. Chicken/ Duck Coops and Chicken/ Duck Runs.

- A) All ~~chicken~~ coops and runs must be located within the rear yard subject to the required setbacks for the ~~principal building~~ accessory structures and at least 25 feet from any dwelling or any other premises on any adjacent lots. All ~~chicken~~ coops must be a minimum of 4 square feet per chicken or duck in size, must not exceed 10 square feet per chicken or duck in size and must not exceed 6 feet in total height. Attached fenced-in ~~chicken~~ runs must not exceed 20 square feet per chicken or duck and fencing must not exceed six feet in total height. ~~Chicken runs~~ Runs may be enclosed with wood and/or woven wire materials and may allow chickens or ducks to contact the ground. ~~Chicken feed~~ Feed must be kept in metal, predator proof containers. ~~Chicken manure~~ Manure shall not be placed in yard compost piles.
- B) Chicken/ Duck coops must either be:
 - 1) Elevated with a clear open space of at least 24 inches between the ground surface and framing/floor of the coop; or
 - 2) The coop floor, foundation and footings must be constructed using rodent resistant construction.
- C) ~~Chicken coops~~ Coops are not allowed to be located in any part of a home and/or garage or non-residential buildings.
- D) Chickens and ducks must be secured in a ~~chicken~~ coop from sunset to sunrise each day.

Subd. 6. Conditions and Inspection. No person who owns, controls, keeps, maintains or harbors ~~hen~~ chickens or ducks shall permit the premises where the ~~hen~~ chickens or ducks are kept to be or remain in an unhealthy, unsanitary or noxious condition or to permit the premises to be in such condition that noxious odors are carried to adjacent public or private property. Any ~~chicken~~ coop and ~~chicken~~ run authorized by permit under this Section may be inspected at any reasonable time by the City Animal Control Officer or other agent of the City. Slaughter and breeding of chickens or ducks on any premises within the City is prohibited.

Subd. 7. Violations. Any person who owns, controls, keeps, maintains or harbors ~~hen~~ chickens or ducks in the City limits of Brainerd without obtaining or maintaining a current permit or after a permit has been suspended or revoked by Council action shall be guilty of a petty misdemeanor.

SECTION TWO: This ordinance shall take effect and be in full force one week from and after its publication.

Adopted this _____ day of _____, 2023

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2023

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

Published: One Time – _____



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: First Reading – Proposed Ordinance 1544, an Ordinance Amending Section 2014.05 of the City Code Concerning the Use of Outdoor Power Equipment

AGENDA: Main Agenda

ACTION REQUESTED: Ordinance 1st Reading

SUBMITTED BY: James Kramvik

DEPARTMENT: Community Development

PRESENTER: James Kramvik, CDD

ESTIMATED TIME (MIN): 5 min

SUMMARY OF ISSUE:

This winter has already seen significant snowfall totals in the City of Brainerd. Due to the frequency and amount of snow, the City has received two complaints regarding noise generated by snow removal at commercial and institutional properties in the early morning hours specifically adjacent to residential properties. Staff has also received calls from businesses and institutions with concerns for snow removal before their operating hours. Snowplows on motor vehicles are not regulated by Section 2014 and are able to operate at all hours. Power equipment for sidewalk snow removal such as snowblowers, backpack blowers, skid steers, and maintenance tractor attachments are enforceable by Section 2014.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

At the last City Council meeting, the City Council directed staff to draft an ordinance amendment to Section 2014.05. Section 2014 enforces the operation of outdoor power equipment in Brainerd and stipulates hours of operation. Proposed Ordinance No. 1544 would exempt power equipment for the purposes of snow removal from Ordinance 2014.05.

RECOMMENDED ACTION/MOTION:

Motion to hold the first reading of Proposed Ordinance No. 1544, an Ordinance Amending Section 2014.05 of the City Code to exempt power equipment for the purposes of snow removal.

*Note: a vote to dispense with the actual reading of the ordinance must be unanimous.

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: [Click to enter text](#)

Is this budgeted? (Please Explain) [Click to enter text](#)

**ORDINANCE
NO. 1544**

AN ORDINANCE AMENDING SECTION 2014, NOISE RELATED ISSUES

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: Section 2014.05 of the City Code is hereby amended by adding the following:

2014.05 Outdoor Power Equipment.

Within five hundred (500) feet of any residentially zoned property, no person may operate any power implement including, but not limited to, an electric or gas powered implement such as a lawn mower, hedge clipper, chain saw, trimmer, bug zapper, or other device designed primarily for outdoor use, at any time other than between the hours of 6:30 AM to 10:00 PM on weekdays and 8:00 AM and 10:00 PM on public holidays, Saturdays, and Sundays. All implements shall be effectively muffled so as to prevent the emission of loud and explosive noises that disturb the peace, quite, or repose of a person or persons of ordinary sensibility.

Subd. 1. Noise requirements for outdoor power equipment utilized for the purposes of snow removal is exempted from the time restrictions set forth in Section 2014.05

SECTION TWO: This ordinance shall take effect and be in full force one week from and after its publication.

Adopted this _____ day of _____, 2023

KELLY BEVANS
President of the Council

Approved this _____ day of _____, 2023

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

Published: One Time – _____



Brainerd City Council Agenda Request

MEETING DATE: February 6, 2023

TITLE OF ITEM: First Reading – Proposed Ordinance 1545 – Revision of Parking Restrictions during Snow Emergencies

AGENDA: Main Agenda

ACTION REQUESTED: Ordinance 1st Reading

SUBMITTED BY: PW Director Dehn

DEPARTMENT: Public Works

PRESENTER: PW Director Dehn

ESTIMATED TIME (MIN): 5 Minutes

SUMMARY OF ISSUE:

Staff is recommending a revision to parking restrictions during Snow Emergencies. Proposed Ordinance 1545 would revise Section 1315.03 of the City Code to adjust routes west of the Mississippi River and south of Wright Street to follow a similar Day 1/Day 2 parking restriction as the rest of the city.

ALTERNATIVE, OPTIONS, EFFECTS ON OTHERS/COMMENTS:

Currently, during Snow Emergencies, there is no parking allowed on Snow Emergency routes and the downtown district during the entire two days. Generally, north/south streets and all streets west of the Mississippi and south of Wright Street are no parking on Day 1 of a Snow Emergency. On Day 2, there is no parking on the remaining east/west streets not covered under Day 1. This can be confusing as well as challenging for residents that park on-street west of the river and south of Wright Street to find nearby alternative parking during Day 1 of a Snow Emergency. Staff is recommending removing the mentions of streets west of the Mississippi and south of Wright Street and to follow the general rule of north/south and east/west city-wide on Day 1 and Day 2, respectively.

RECOMMENDED ACTION/MOTION:

1. Motion to conduct the first reading of Proposed Ordinance 1545, an ordinance amending Section 1315.03 of the City Code: Snow Emergencies
* Note: a vote to dispense with the actual reading of the ordinance must be unanimous.
2. Call for a Public Hearing at the February 21, 2023 Council Meeting

FINANCIAL IMPACT:

Is there a cost associated with this request: No

What is the total cost, with tax and shipping: Click to enter text

Is this budgeted? (Please Explain) Click to enter text

**ORDINANCE
NO. 1545**

**AN ORDINANCE AMENDING SECTION 1315 OF THE CITY CODE CONCERNING STREET
CLEANING AND SNOW REMOVAL**

THE CITY COUNCIL OF THE CITY OF BRAINERD DOES ORDAIN:

SECTION ONE: Purpose.

The existing Section 1315.03 of the City Code regards parking restrictions during a snow emergency. Currently, on all streets west of the Mississippi and south of Wright Street, parking is restricted on Day 1 of a declared Snow Emergency. This amendment revises the Code to amend the restrictions to reflect the general practice throughout the rest of the city. General practice is that during the first day of a snow emergency, there is no parking on all north/south streets (or streets that predominantly run north and south). On the second day of a snow emergency, there is no parking on east/west streets (or streets that predominantly run east and west). There is no parking on Snow Emergency routes during both days of a snow emergency.

SECTION TWO: Amendment. The following provisions of Section 1315 are amended as indicated, with deleted language struck out:

1315.03 Snow Emergencies. In the event of an accumulation of snow which necessitates the removal of snow from the streets of the City, the City Engineer may declare a snow emergency by means of local news media and social media. Upon declaration of a snow emergency, parking is banned on all snow emergency routes for a period of 48 hours. On the first day of said declared snow emergency, there shall be no parking on all north/south streets (or streets that predominantly run north and south), ~~all streets lying west of the Mississippi River, and all streets south of Wright Street,~~ excluding all streets within the Downtown Special Services District as described in Subd. 1. On the second day of said declared snow emergency, there shall be no parking on all east/west streets, or streets that run predominantly east and west, excluding all streets within the Downtown Special Services District as described in Subd. 1 ~~and streets that were covered on day 1.~~

SECTION THREE: Effective Date. This ordinance becomes effective from September 1, 2023 after its passage and publication pursuant to the City Charter.

Adopted this ____ day of _____, 2023

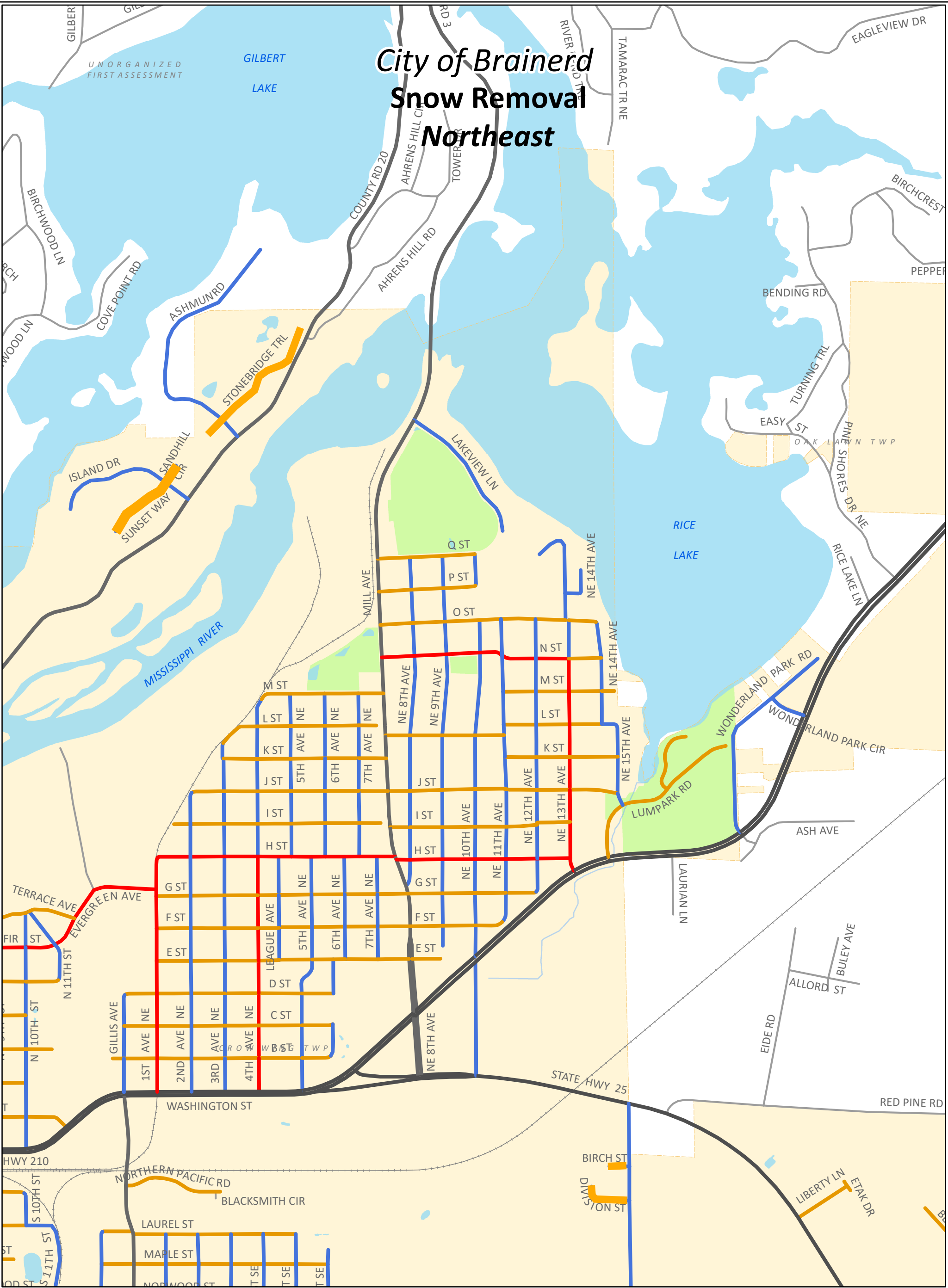
KELLY BEVANS
President of the Council

Approved this ____ day of _____, 2023

DAVE BADEAUX
Mayor

ATTEST: _____
JENNIFER BERGMAN
City Administrator

Publication date: _____, 2023



City of Brainerd Snow Removal Northeast

Parking Restrictions

Upon declaration of a snow emergency, parking is banned on all snow emergency routes [shown in RED] for a period of 48 hours.

During a snow emergency, there shall be no parking in the City's Downtown Special Services District [PURPLE] between the hours of 3:00 am and 9:00 am or until the snow has been removed from the street and sidewalks on that block.

On the first day of a snow emergency, there shall be no parking on all north/south streets [BLUE] (or streets that predominantly run north and south), all streets lying west of the Mississippi River, and all streets south of Wright Street,

On the second day of a declared snow emergency, there shall be no parking on all east/west streets (or streets that run predominantly east and west). [ORANGE]

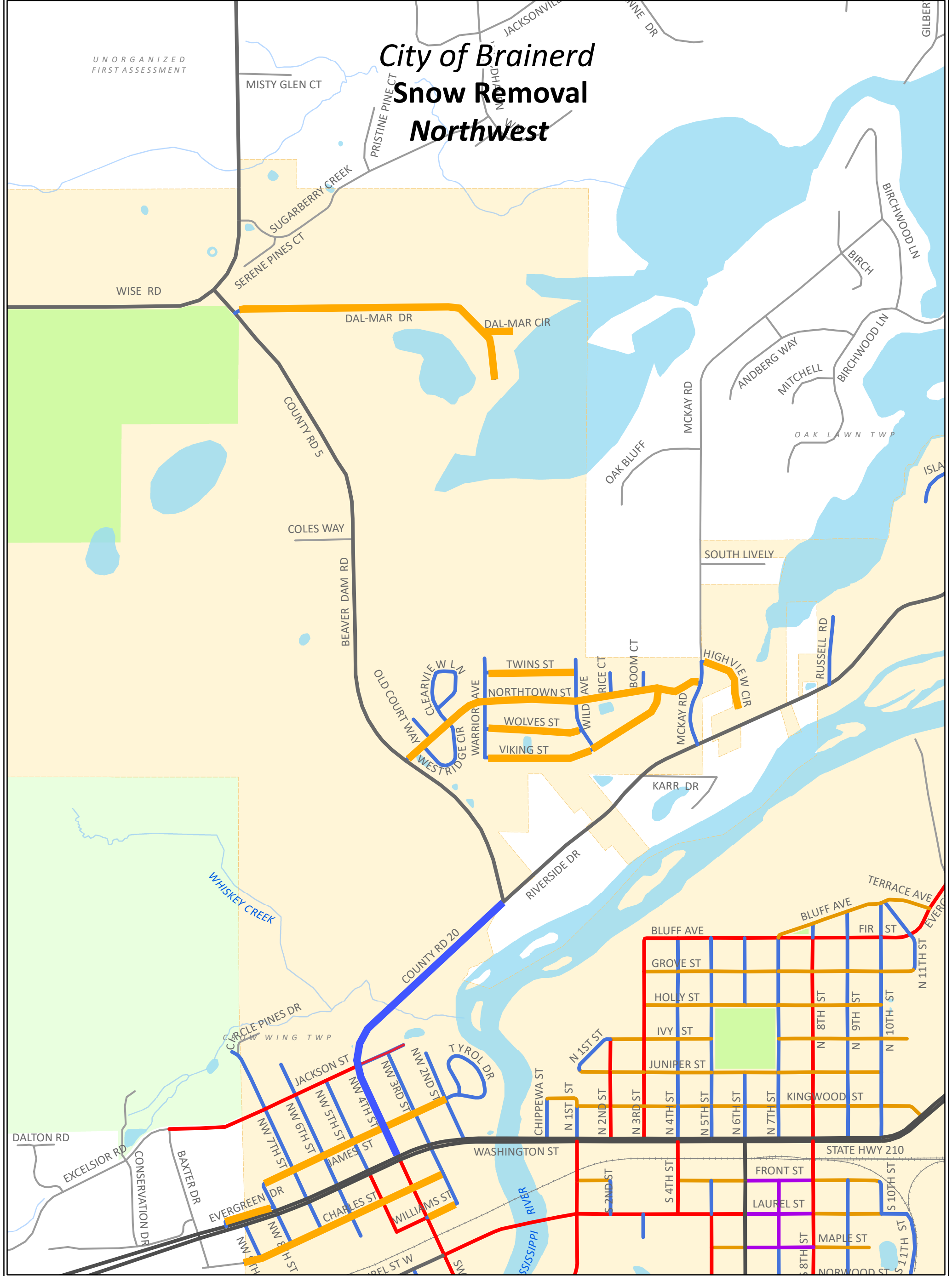
Legend

Roads

Snow Removal

- Snow Emergency Routes
- Special Services District
- Day 1
- Day 2
- County
- State
- Lakes
- Parks
- City Limits

Disclaimer: This map is intended for reference purposes only and is not a legally recorded map nor survey. The City of Brainerd shall not be liable for any damages or claims that arise due to accuracy, availability, use, or misuse of the information herein pursuant to MN Statute 466.03 Subd 21.



Parking Restrictions

Upon declaration of a snow emergency, parking is banned on all snow emergency routes [shown in RED] for a period of 48 hours.

During a snow emergency, there shall be no parking in the City’s Downtown Special Services District [PURPLE] between the hours of 3:00 am and 9:00 am or until the snow has been removed from the street and sidewalks on that block.

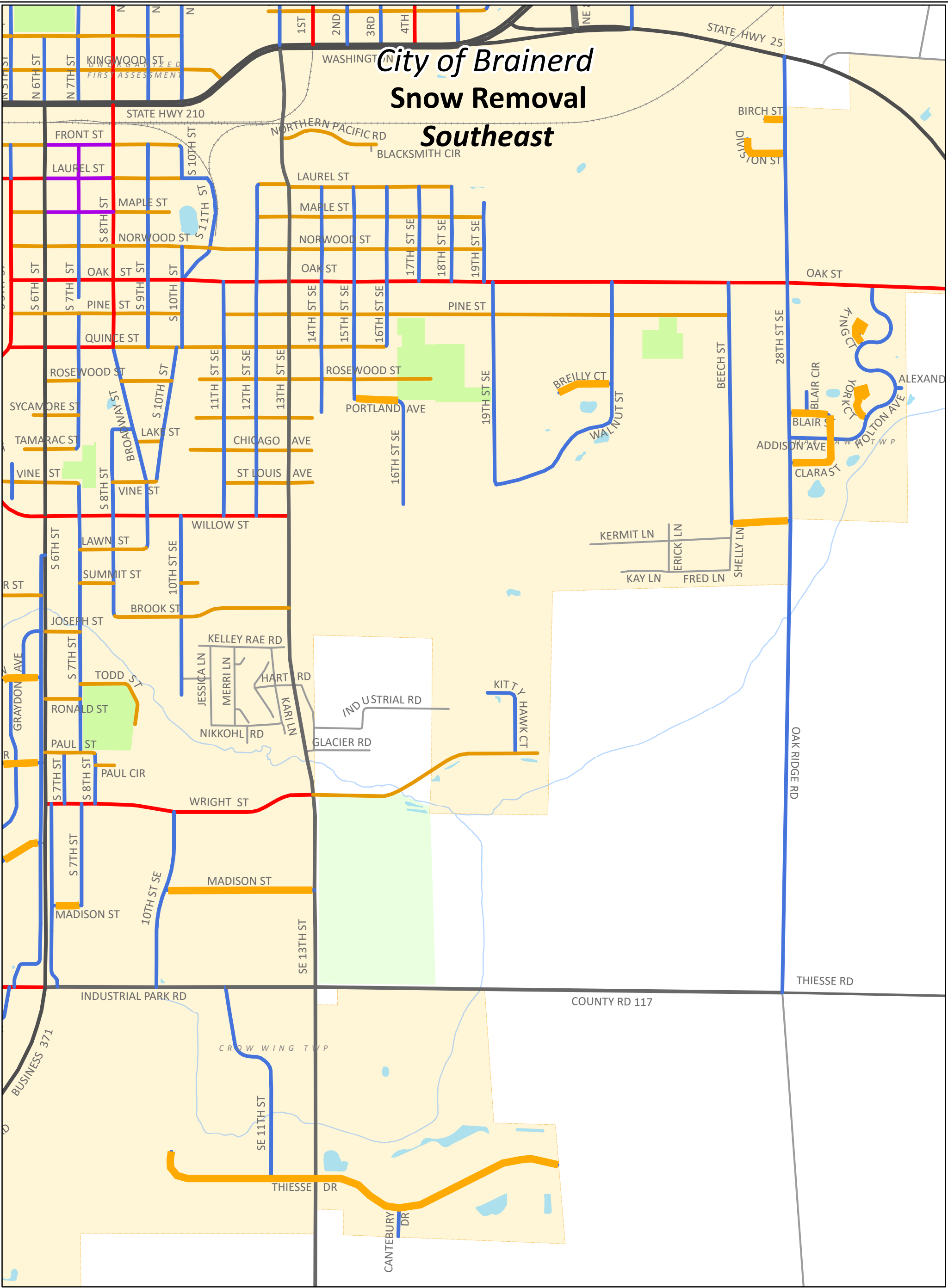
On the first day of a snow emergency, there shall be no parking on all north/south streets [BLUE] (or streets that predominantly run north and south), all streets lying west of the Mississippi River, and all streets south of Wright Street,

On the second day of a declared snow emergency, there shall be no parking on all east/west streets (or streets that run predominantly east and west). [ORANGE]

Legend

- Roads**
- Snow Removal**
- Snow Emergency Routes
 - Special Services District
 - Day 1
 - Day 2
 - County
 - State
 - Lakes
 - Parks
 - City Limits

Disclaimer: This map is intended for reference purposes only and is not a legally recorded map nor survey. The City of Brainerd shall not be liable for any damages or claims that arise due to accuracy, availability, use, or misuse of the information herein pursuant to MN Statute 466.03 Subd 21.



City of Brainerd

Snow Removal

Southeast

Parking Restrictions

Upon declaration of a snow emergency, parking is banned on all snow emergency routes [shown in RED] for a period of 48 hours.

During a snow emergency, there shall be no parking in the City's Downtown Special Services District [PURPLE] between the hours of 3:00 am and 9:00 am or until the snow has been removed from the street and sidewalks on that block.

On the first day of a snow emergency, there shall be no parking on all north/south streets [BLUE] (or streets that predominantly run north and south), all streets lying west of the Mississippi River, and all streets south of Wright Street,

On the second day of a declared snow emergency, there shall be no parking on all east/west streets (or streets that run predominantly east and west). [ORANGE]

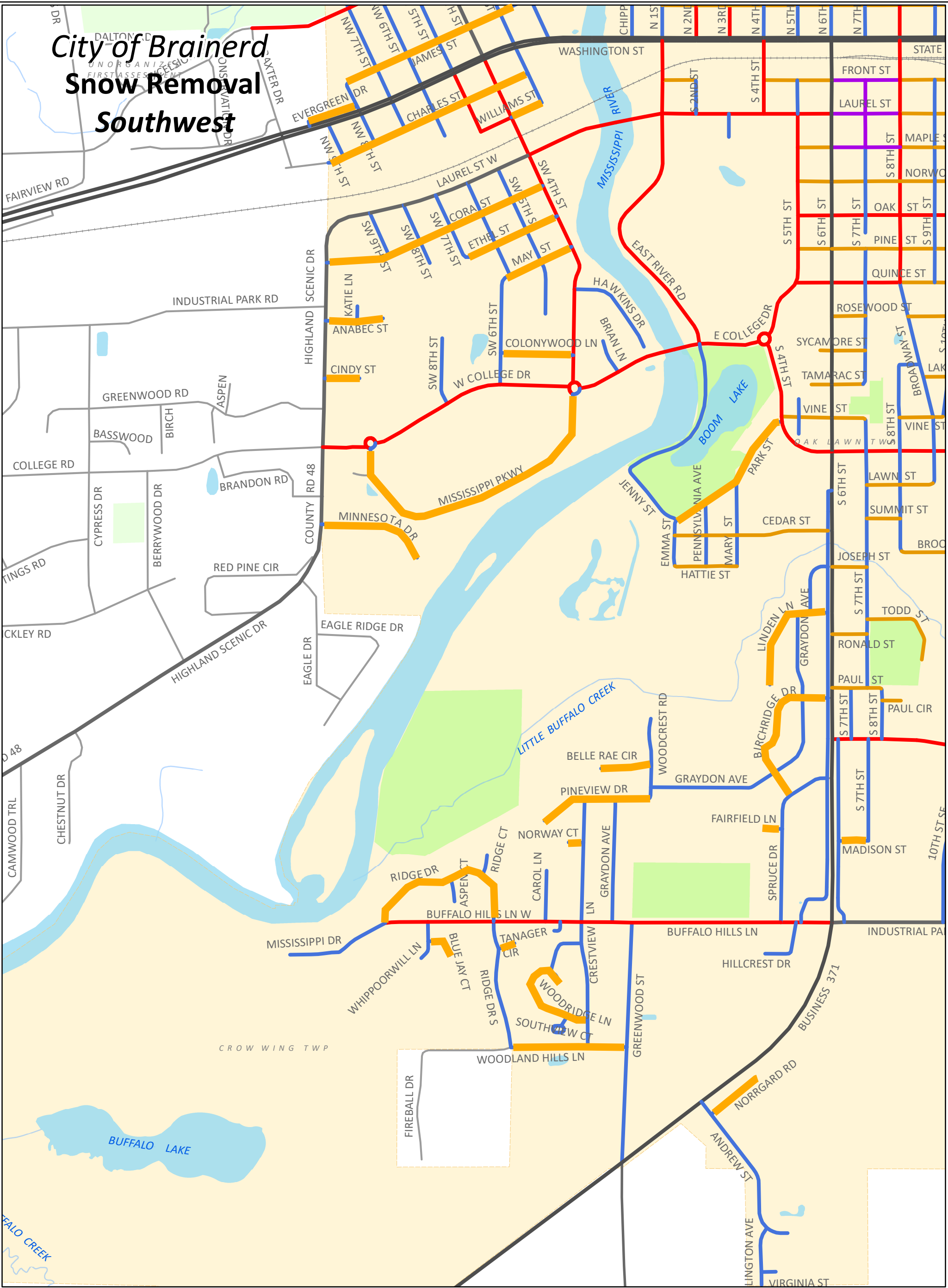
Legend

Roads

Snow Removal

- Snow Emergency Routes
- Special Services District
- Day 1
- Day 2
- County
- State
- Lakes
- Parks
- City Limits

Disclaimer: This map is intended for reference purposes only and is not a legally recorded map nor survey. The City of Brainerd shall not be liable for any damages or claims that arise due to accuracy, availability, use, or misuse of the information herein pursuant to MN Statute 466.03 Subd 21.



Parking Restrictions

Upon declaration of a snow emergency, parking is banned on all snow emergency routes [shown in RED] for a period of 48 hours.

During a snow emergency, there shall be no parking in the City's Downtown Special Services District [PURPLE] between the hours of 3:00 am and 9:00 am or until the snow has been removed from the street and sidewalks on that block.

On the first day of a snow emergency, there shall be no parking on all north/south streets [BLUE] (or streets that predominantly run north and south), all streets lying west of the Mississippi River, and all streets south of Wright Street,

On the second day of a declared snow emergency, there shall be no parking on all east/west streets (or streets that run predominantly east and west). [ORANGE]

Legend

Roads

- Snow Emergency Routes
- Special Services District
- Day 1
- Day 2
- County
- State
- Lakes
- Parks
- City Limits

Snow Removal

- Snow Emergency Routes
- Special Services District
- Day 1
- Day 2

Disclaimer: This map is intended for reference purposes only and is not a legally recorded map nor survey. The City of Brainerd shall not be liable for any damages or claims that arise due to accuracy, availability, use, or misuse of the information herein pursuant to MN Statute 466.03 Subd 21.