

CITY COUNCIL AGENDA

Brainerd, Minnesota

TUESDAY, September 3, 2019

7:30 P.M.

Brainerd City Hall
Council Chambers

1. **Call To Order - 7:30 PM**

2. **Roll Call**

___ J. Lambert ___ K. Stunek ___ D. Pritschet ___ K. Bevans

___ D. Badeaux ___ S. Hilgart ___ G. Johnson ___ Mayor Menk

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 Minutes**

1. Regular Meeting Held on August 19, 2019
2. Special Meeting Held on August 23, 2019
3. Budget Workshop Held on August 26, 2019

Documents:

20190819_CC draft.pdf

20190823 - Special Meeting.pdf

20190826_CC -Budget Workshop.pdf

B. **Approval Of Licenses**

Contractor Licenses - 2 - New

Documents:

CONTRACTOR LICENSE REPORT - 2019-09-03.pdf

C. **Department Activity Reports**

1. Fire Chief
2. Parks Director

Documents:

Fire Chief Report.pdf
Parks Director.pdf

D. Adoption Of Fair Housing Policy

Documents:

Fair Housing Policy.pdf

E. Extension Of Premises - Submitted By The Pit Stop Bar For An Event To Be Held On September 7, 2019 At 723 Laurel Street, Brainerd - Approval Of

F. South Water Tower Design

Documents:

South Water Tower.pdf

G. Temporary On-Sale Liquor License Application - Submitted By The Crossing Arts Alliance, 711 Laurel Street, Brainerd For A Community Fundraising Festival To Be Held On September 6, 2019 - Approval Of

6. Community Member Of The Month

7. Presentations

A. Presentation Of Tower Award To Departing Council Member Hilgart

B. Brainerd Lakes Area Economic Development Corporation (BLAEDC) Presentation - Tyler Glynn

C. Authorization To Go Out For Bid For City Hall, Police And Street Facilities

Documents:

Authorization to Bid City Hall, Police, and Streets Facilities Projects.pdf

8. Council Committee Reports

A. Personnel And Finance Committee - 6:45 P.M.

Documents:

2019-09-03_PF.pdf

1. Approval Of Bills

2. Authorization To Transfer And Dispose Of Retired Police Vehicles

Documents:

Authorization to Transfer and Dispose of Retired Police Vehicles.pdf

3. Resolution For Toward Zero Deaths (TZD) Traffic Safety Enforcement Grant

Documents:

Police Department Fiscal Year Toward Zero Death (TZD) Grant.pdf

4. Tower Award Funding

Documents:

Tower Award Funding.pdf

5. Street And Sewer Department Staffing

Documents:

Street and Sewer Department Staffing.pdf

6. Criteria To Consider For Initial Step Placement During Hiring Process

Documents:

Criteria for Initial Hiring Step Levels.pdf

7. Employee Policy Manual Update

Documents:

Employee Policy Manual Update.pdf

B. Safety And Public Works Committee - 7:00 P.M.

Documents:

20190903_SPW.pdf

1. Event/Sidewalk Closure Application - Pit Stop 20th Anniversary

Documents:

Event and Sidewalk Closure Application - Pit Stop.pdf

2. Event/Street Closure Application - Annual Fire Department Open House

Documents:

Event and Street Closure Application - Fire Department Open

House.pdf

3. Event/Street Closure Application - Brainerd ECFE And City Of Brainerd Touch A Truck Community Event

Documents:

Event and Street Closure Application - Touch a Truck.pdf

4. Gregory Park Utility Pole

Documents:

Gregory Park Utility Pole.pdf

5. Improvement 19-13 - SE Interceptor Replacement Project Authorization To Quote

Documents:

Improvement 19-13 - SE Interceptor Replacement Project.pdf

6. Resolution - Declaring Sufficiency Of Petition And Setting A Public Hearing - Vacation Of Northern Pacific Road And Blacksmith Circle - Northern Pacific Center Property

Documents:

Resolution - Petition to Vacate Northern Pacific Road and Blacksmith Circle.pdf

9. **Unfinished Business**

A. **Final Reading - Proposed Ordinance No. 1499 - An Ordinance Enacting Local Sales And Use Tax**

- a. Hold Final Reading of Ordinance (Voice Vote) City Administrator Torstenson Recommends to Dispense with the Actual Reading
- b. Adopt Ordinance (Roll Call)

Documents:

Final Reading - Proposed Ordinance 1499.pdf

B. **Reorganization Of Management Team**

Documents:

Reorganization of Management Team.pdf

C. **Committee Resignations - Accept With Regret**

- Bill Dian, Charter Commission - Effective 7/23/19
- Robert Brady, Cable TV Advisory Committee - Effective 8/20/19

- Rick Fargo, Charter Commission - Effective 8/31/19

D. **Call For Applicants - Informational**

(Applications Available in Council Chambers, at City Hall or at the City's Website)(<http://www.ci.brainerd.mn.us>)

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

Cable TV Advisory Committee - 2 terms (Expire 2021)
Charter Commission - 1 term (Expire 2020) - 1 term (Expire 2021) - 1 term (Expire 2022)

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

Economic Development Authority (EDA) - 1 term (Expire 2020)

10. **New Business**

A. **City Meeting Relocation Options And Streaming Update**

Documents:

City Meeting Relocation Options and Streaming Update.pdf

B. **Drivers License Testing Facility Lease Renewal**

Documents:

Drivers License Testing Facility Lease Renewal.pdf

C. **Trunk Highway 210 Corridor Study Project Management Team (PMT)**

Documents:

Trunk Highway 210 Corridor Study Project.pdf

D. **2020 Preliminary Levy**

1. Adopt Resolution Setting Preliminary Levy for City and HRA
2. Set Date and Time for Budget Public Hearing

Documents:

Res 2020 Preliminary Levy.pdf

11. **Planning Commission**

A. **First Reading - Proposed Ordinance No. 1500 - An Ordinance To Amend Section 515-18 Outdoor Lighting Standards**

- a. City Administrator Torstenson Recommends Dispensing with the Actual Reading (Unanimous Voice Vote)

b. Hold the First Reading of Proposed Ordinance (Voice Vote)

Documents:

First Reading - Proposed Ordinance No. 1500.pdf

B. Roundhouse Brewery Conditional Use Permit Amendment

Documents:

Roundhouse Brewery CUP Amendment.pdf

12. Public Forum

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

13. Staff Reports

(Verbal: Any Updates since Packet)

14. Council Member Reports

15. Adjourn Into Closed Session Pursuant To MN Statutes 13D.05, Subd. 3(A), To Conduct The City Administrator Performance Review

16. Adjourn To Special City Council Meeting - September 9th At 6:00 P.M.

Note: Safety and Public Works Committee will meet at 7:00 p.m.
Personnel and Finance Committee will meet at 6:45 p.m.

ANY INDIVIDUAL NEEDING SPECIAL ACCOMMODATIONS,
PLEASE CALL 828-2307

Visit the [City's Website](http://ci.brainerd.mn.us) (ci.brainerd.mn.us)

MISSION

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