



CITY COUNCIL REGULAR MEETING

Monday, February 03, 2025 at 6:30 PM

Public Safety Building | 8361 Co. Rd. 11 Breezy Point, MN 56472

(218) 562-4441 | Office Hours 8:00 a.m. - 4:00 p.m. | cityadmin@cityofbreezypointmn.us

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. CONSENT AGENDA

A. Proclamation March Food Share Month

B. Accept Planning and Zoning Administrator Resignation

C. Minutes January 6, 2025 Regular Council Meeting

D. Claims Totaling \$406,725.63 e-checks 3761e-3806e, Checks 139948-140027

5. OPEN FORUM

6. CITY HALL BUILDING PROJECT Status Report - Andy Pickar HyTec

A. Change Order - Entry Doors Access Control \$13,618.72

B. Change Order Furniture negative \$130,000

C. Consider Shingle Existing Roof \$36,840

D. Hy Tec Pay Application #4

7. SANITARY SEWER EXPANSION DISCUSSION - Widseth Dave Reese and Nick Peterson

A. Discuss Sanitary Sewer Extension Airport Road to Terminal Road to Red Oak Lane Preliminary Engineering

8. Capital Improvement Plan Streets - Widseth Nick Peterson

A. Streets CIP

9. ZONING CODE UPDATE HKGI - Interim Administrator

[A.](#) HKGI Zoning Ordinance Update Memo

10. ADMINISTRATOR SEARCH UPDATE - Interim Administrator

[A.](#) MGT Timeline

11. STAFF REPORTS

[A.](#) Investments & Fund Balance as of December 31, 2024

12. MAYOR AND CITY COUNCIL REPORTS

13. SUSPEND REGULAR SESSION

14. MOVE TO CLOSED SESSION under Minn. Stat. § 13D.05, subd. 3(c) to discuss acquisition of permanent and temporary easements for the Buschmann Road reconstruction project on the following parcels in the City:

10060501,10050518,10050517,10050522,10050512,10050513,10050510,10050509,10040633,10041096,10041094,10070770,10070656,10070657,10070774,10070773,10070775,10070776,10081196,10090544,10070771,10081195,10081193,10081192

[A.](#) Buschmann Road reconstruction project parcels.

15. REOPEN MEETING

[A.](#) Consider soliciting competitive bids for Buschmann Road tree removal

16. ADJOURN

Proclamation



FoodShare Month March 1st – 31st, 2025

WHEREAS, access to food and proper nutrition is imperative to the health and well-being of all communities; and

WHEREAS, food shelves across the state of Minnesota participate in FoodShare Month every March to prepare for the year ahead and better combat food insecurity; and

WHEREAS, FoodShare Month can serve as an opportunity for the City of Breezy Point, Minnesota to give back to the broader community and participate in this time-honored tradition.

NOW, THEREFORE, I, Todd Roggenkamp, Mayor of the City of Breezy Point, Minnesota do hereby proclaim March 1st – 31st, 2025 as Minnesota FoodShare Month in the City of Breezy Point, Minnesota, and encourage all residents to join the City Council in this celebration.

IN WHITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Breezy Point, Minnesota to be affixed this 3rd day of February 2025.

ATTEST:

Jerry Bohnsack,
Interim City Administrator

Todd Roggenkamp,
Mayor

From: Peter Gansen
Sent: Friday, January 10, 2025 5:02 PM

Hello Breezy Point Admin Team,

I just want to let everyone know I have submitted my notice of resignation of service in good standing, per process outlined in the employee manual.

I have just accepted a position with a State Agency and will be starting on January 29th.

It was a very tough decision for myself and family to make, in that both opportunities available are great!

This has been an incredible job and I've been blessed with great co-workers, projects, Council members and Commission members. You have all been fun to work with, supportive and welcoming!

I am also happy to have been a part of this organization and to serve the citizens of Breezy Point!

Thank you!

I am planning to be here until January 28th, to facilitate the January PC meeting, 2025 short term rentals, permit requests, property inquiries and any new PC apps for the February meeting.

So if there is anything you would like to follow up with me, I will be available.

Thank you!



Peter Gansen
Planning & Zoning Administrator

City Council Regular Meeting

January 6, 2025 – 6:30 P.M.

Regular Meeting minutes

Oath of Office

Interim Administrator Bohnsack gave the Oath of Office to Mayor Roggenkamp for term expiring December 31, 2026 and Council Members Rebecca Ball and Steve Jensen with terms expiring 12/31/2028.

Call to Order

Mayor Todd Roggenkamp announced the start of the City Council Regular Meeting on January 6, 2025, at 6:30 PM and led the Pledge of Allegiance.

Pledge of Allegiance

Roll Call

Interim Administrator Jerry Bohnsack conducted a roll call with the Mayor Roggenkamp and council members Rebecca Ball, Steve Jensen, Michael Moroni, and Brad Scott in attendance. Staff Present included Interim Administrator Jerry Bohnsack, Deputy Clerk Deb Runksmeier, Police Chief Brian Sandell, and Public Works Supervisor Joe Zierden.

Approval/Amendment of the Agenda

Mayor Roggenkamp opened the floor for any amendments to the agenda, to which there were none. Council member Moroni moved to approve the agenda as written, and was seconded by council member Jensen.

Motion to approve the agenda as written was made by council member Moroni and seconded by council member Jensen, Motion Carried 5-0

Consent Agenda

Mayor Roggenkamp detailed the items under the Consent Agenda, including December 2, 2024 Regular Council and December 20, 2024 Special Council meeting minutes, claims totaling \$463,362.96, and Resolution 02-2025 Authorizing bank signatory. There was no issue raised, and council member Moroni moved to approve the Consent Agenda, seconded by council member Ball.

Motion to approve the Consent Agenda was made by council member Moroni and seconded by council member Ball, Motion Carried 5-0

Open Forum

A member of the public, Bill Totft, addressed the council, expressing gratitude to the council and reinforcing residents' wishes for transparency and accountability. There were no further speakers, and the Open Forum was closed.

Buschmann Road Project Status

Buschmann Road Project

Paul Sandy of WSB Engineering, presenting to the council, provided an extensive update on the design and coordination progress of the Buschmann Road and Ranchette Drive projects, involving design finalization,

engagement with Great River Energy, and coordination with Crow Wing County. The council engaged in questions about cost efficiency and road safety improvements which Sandy addressed.

Authorize Distribution of Appraisals

Sandy elaborated on the necessity of authorizing appraisal distribution for project advancement, detailing the scope and scale of these evaluations.

Mayor Roggenkamp emphasized the council needed to make a directional decision regarding the project. Moroni suggested focusing initially on authorizing appraisal distribution as a necessary step. The council unanimously agreed.

Motion to approve the Just Compensation Memo for distribution of appraisals was made by council member Moroni and seconded by council member Jensen, Motion Carried 5-0

Resolution 01-2025 Annual Appointments & Organizational Structure

Mayor Roggenkamp presented the proposed appointments and organizational structure for various city committees and official roles, thanking those who serve. Council member Jensen motioned the approval of the resolution, seconded by council member Moroni.

Motion to approve Resolution 01-2025 for annual appointments & organizational structure was made by council member Jensen and seconded by council member Moroni, Motion Carried 5-0

Discuss Re-Creation of Committees

Re-Create Committees and Council Liaisons

Mayor Roggenkamp advocated for the restoration of council involvement in committees through liaisons facilitating effective operation and community connection. A deliberative discussion ensued where council members expressed varying levels of support and discern on structuring council liaison roles in different committees. A representative from commissions and committees can present to council when needed. The council decided on reviving critical committees like Personnel, Finance, Streets, and Cemetery, with individual assignments to follow. Moroni as alternate for Streets.

Motion to re-establish Personnel, Finance, and Streets committees was made by council member Moroni and seconded by council member Jensen., Motion Carried 5-0

Motion to approve appointments of Moroni and Ball to Personnel, Roggenkamp and Scott to Finance, Jensen to Streets committees and Jensen as Cemetery Commission Liaison was made by council member Moroni and seconded by council member Jensen., Motion Carried 5-0

Police Equipment Purchase

Police Department LUCAS Purchase

Chief Sandell proposed the purchase of a third LUCAS device, crucial for on-field paramedic duties. It was noted that a grant from Essentia Health reduced the fiscal impact. No objections were raised.

Motion to approve the purchase of an additional LUCAS device at \$18,250.50 for the police department was made by council member Scott and seconded by council member Ball, Motion Carried 5-0

Public Safety Building Maintenance

Public Safety Building Stucco Repair

Chief Sandell explained the need for stucco repairs on the public safety building, facilitated by a substantial Sourcewell grant, reducing the city's cost. There were no further questions.

Motion to approve stucco repairs for \$9,737.50 on the public safety building was made by council member Moroni and seconded by council member Jensen, Motion Carried 5-0

Public Safety Building Furnace Replacement

Sandell continued his presentation with the planned replacement of the building's final aging furnace, previously scheduled in their budget.

Motion to approve the purchase and installation of a furnace at \$12,775 was made by council member Jensen and seconded by council member Ball, Motion Carried 5-0

City Administrator Recruitment

Administrator Recruitment Update

Interim Administrator Bohnsack emphasized ongoing recruitment efforts for a city administrator with MGT firm, updating the council on application status and possible involvement of the personnel committee in screening processes.

Pay Request - City Hall Renovation

City Hall Renovation - HyTec Pay Application #3

Bohnsack mentioned that the request was the third payment for city hall renovations accompanied by proper documentation including lien waivers.

Motion to approve the third pay request of \$93,69076 to HyTec was made by council member Ball and seconded by council member Moroni, Motion Carried 4-1 Scott Opposed

Staff Reports

Financial Update

Interim Administrator Bohnsack presented the current list of city investments, indicating regular updates will be provided.

Widseth Engineering End of Year Update

Presented by Nick Peterson of Widseth, expressing gratitude towards the city for continued collaboration on significant projects throughout the year, with updates on ongoing projects.

League of Minnesota Cities Insurance Agent

Interim Administrator outlined a request from a different agency to become the city's agent of record, with deliberations deferred to a later year for any process changes. Staff to follow up late summer with more information.

Mayor and City Council Reports

Councilmember Ball spoke about the Community Garden. Councilmember Jensen hopes to proclaim March as Food Shelf Month. Fire District meeting on January 13 with Mayor Roggenkamp as check for 2025.

Agenda Forecast

All attending were informed of the anticipated heavy focus on the Buschmann project in February and a joint session planned for February 11th of councilmembers with planning commission members and external consultants for the Zoning Ordinance re-write and Comprehensive Plan.

Adjourn

Motion to adjourn was made by council member Scott and seconded by council member Ball

Meeting ended at 8:14 p.m.

DRAFT

Claims totaling: \$406,725.63

Echecks: 3761e - 3806e

Checks: 139948 - 140027

Section 4, Item D.

01/30/25 8:40 AM

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CITY OF BREEZY POINT

*Check Detail Register©

January 2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Primary					
3761 e	01/07/25	INTERNAL REVENUE SERVICE			
G 100-21701		Federal Withholding	\$5,461.52	2025 PR 1	Federal
G 100-21703		FICA Tax Withholding	\$804.17	2025 PR 1	Medicare
G 100-21703		FICA Tax Withholding	\$1,900.75	2025 PR 1	Social Security
G 100-21703		FICA Tax Withholding	\$1,900.75	2025 PR 1	Social Security Benefit
G 100-21703		FICA Tax Withholding	\$804.17	2025 PR 1	Medicare Benefit
		Total	\$10,871.36		
3762 e	01/07/25	MN DEPT OF REVENUE			
G 100-21702		State Withholding	\$2,720.87	2025 PR 1	State Tax - MN
		Total	\$2,720.87		
3763 e	01/02/25	MINNESOTA STATE RETIREMENT SYS			
G 100-21705		Other Retirement	\$885.69	MNDPC 2025	
		Total	\$885.69		
3764 e	01/02/25	MINNESOTA STATE RETIREMENT SYS			
G 100-21710		Other Deductions	\$2,619.54	HCSP 2025	HCSP - PR 1
		Total	\$2,619.54		
3765 e	01/02/25	PUBLIC EMP. RETIREMENT ASSOC			
G 100-21704		PERA	\$2,059.76	2025 PR 1	PERA Deduct
G 100-21704		PERA	\$3,304.58	2025 PR 1	Police PERA Deduct
G 100-21704		PERA	\$2,376.64	2025 PR 1	PERA Benefit
G 100-21704		PERA	\$4,956.86	2025 PR 1	PERA police Benefit
		Total	\$12,697.84		
3766 e	01/02/25	COMPENSATION CONSULTANTS LTD			
G 100-21710		Other Deductions	\$1,615.40	2025 PR 1	HAS - PR 1
		Total	\$1,615.40		
3777 e	01/21/25	INTERNAL REVENUE SERVICE			
G 100-21701		Federal Withholding	\$5,269.35	2025 PR 2	Federal
G 100-21703		FICA Tax Withholding	\$795.64	2025 PR 2	Medicare
G 100-21703		FICA Tax Withholding	\$1,809.48	2025 PR 2	Social Security
G 100-21703		FICA Tax Withholding	\$1,809.48	2025 PR 2	Social Security Benefit
G 100-21703		FICA Tax Withholding	\$795.64	2025 PR 2	Medicare Benefit
		Total	\$10,479.59		
3778 e	01/16/25	MINNESOTA STATE RETIREMENT SYS			
G 100-21705		Other Retirement	\$976.52	MNDPC 2025	2025 PR 2 - MNDPC
		Total	\$976.52		
3779 e	01/21/25	MN DEPT OF REVENUE			
G 100-21702		State Withholding	\$2,673.38	2025 PR 2	State Tax - MN
		Total	\$2,673.38		
3780 e	01/16/25	MINNESOTA STATE RETIREMENT SYS			
G 100-21710		Other Deductions	\$2,655.89	HCSP 2025	2025 PR 2 - HCSP

CITY OF BREEZY POINT

*Check Detail Register©

January 2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$2,655.89		
3781 e	01/16/25	PUBLIC EMP. RETIREMENT ASSOC			
G 100-21704		PERA	\$1,963.41	2025 PR 2	PERA Deduct
G 100-21704		PERA	\$3,417.56	2025 PR 2	Police PERA Deduct
G 100-21704		PERA	\$2,265.48	2025 PR 2	PERA Benefit
G 100-21704		PERA	\$5,126.36	2025 PR 2	PERA police Benefit
Total			\$12,772.81		
3782 e	01/16/25	AFLAC			
G 100-21710		Other Deductions	\$193.44	JAN 2025	Aflac Premiums - Jan 2025
Total			\$193.44		
3783 e	01/03/25	HEALTHPARTNERS			
E 100-41300-131		Paid Health/Dental	\$261.26	JAN 2025	Dental Insurance Premiums - Jan 2025
E 100-41910-131		Paid Health/Dental	\$91.20	JAN 2025	Dental Insurance Premiums - Jan 2025
E 100-42100-131		Paid Health/Dental	\$848.81	JAN 2025	Dental Insurance Premiums - Jan 2025
E 100-43000-131		Paid Health/Dental	\$367.24	JAN 2025	Dental Insurance Premiums - Jan 2025
E 100-45100-131		Paid Health/Dental	\$57.40	JAN 2025	Dental Insurance Premiums - Jan 2025
E 600-43250-131		Paid Health/Dental	\$216.79	JAN 2025	Dental Insurance Premiums - Jan 2025
G 100-21706		Hospitalization/Medical Ins	\$325.19	JAN 2025	Dental Insurance Premiums - Jan 2025
Total			\$2,167.89		
3784 e	01/16/25	HEALTHPARTNERS			
E 100-41300-131		Paid Health/Dental	\$212.17	FEB 2025	Dental Insurance Premiums - Feb 2025
E 100-41910-131		Paid Health/Dental	\$89.62	FEB 2025	Dental Insurance Premiums - Feb 2025
E 100-42100-131		Paid Health/Dental	\$722.13	FEB 2025	Dental Insurance Premiums - Feb 2025
E 100-43000-131		Paid Health/Dental	\$232.55	FEB 2025	Dental Insurance Premiums - Feb 2025
E 100-45100-131		Paid Health/Dental	\$6.60	FEB 2025	Dental Insurance Premiums - Feb 2025
E 600-43250-131		Paid Health/Dental	(\$186.80)	FEB 2025	Dental Insurance Premiums - Feb 2025
G 100-21706		Hospitalization/Medical Ins	\$246.76	FEB 2025	Dental Insurance Premiums - Feb 2025
Total			\$1,323.03		
3785 e	01/16/25	MEDICA			
E 100-41300-131		Paid Health/Dental	\$3,359.91	FEB 2025	Health Insurance Premiums - Feb 2025
E 100-41910-131		Paid Health/Dental	\$820.51	FEB 2025	Health Insurance Premiums - Feb 2025
E 100-42100-131		Paid Health/Dental	\$9,915.32	FEB 2025	Health Insurance Premiums - Feb 2025
E 100-43000-131		Paid Health/Dental	\$2,253.05	FEB 2025	Health Insurance Premiums - Feb 2025
E 100-45100-131		Paid Health/Dental	\$417.58	FEB 2025	Health Insurance Premiums - Feb 2025
E 600-43250-131		Paid Health/Dental	\$1,091.74	FEB 2025	Health Insurance Premiums - Feb 2025
G 100-21706		Hospitalization/Medical Ins	\$1,383.85	FEB 2025	Health Insurance Premiums - Feb 2025
Total			\$19,241.96		
3786 e	01/07/25	BLUE CROSS & BLUE SHIELD OF MN			
G 100-21706		Hospitalization/Medical Ins	\$78.44	FEB 2025	Vision Insurance Premiums - Feb 2025
Total			\$78.44		
3787 e	01/16/25	COMPENSATION CONSULTANTS LTD			
G 100-21710		Other Deductions	\$1,630.40	HSA 2025 P	HSA - PR 2
Total			\$1,630.40		

CITY OF BREEZY POINT

*Check Detail Register©

January 2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
3789 e	01/31/25	INTERNAL REVENUE SERVICE			
G 100-21701		Federal Withholding	\$61.00	2024 PR M1	Federal
G 100-21703		FICA Tax Withholding	\$25.53	2024 PR M1	Medicare
G 100-21703		FICA Tax Withholding	\$109.12	2024 PR M1	Social Security
G 100-21703		FICA Tax Withholding	\$109.12	2024 PR M1	Social Security Benefit
G 100-21703		FICA Tax Withholding	\$25.53	2024 PR M1	Medicare Benefit
		Total	\$330.30		
3790 e	01/16/25	MN DEPT OF REVENUE			
G 100-21702		State Withholding	\$40.00	2024 PR M1	State Tax - MN
		Total	\$40.00		
3791 e	01/31/25	PUBLIC EMP. RETIREMENT ASSOC			
G 100-21704		PERA	\$30.00	2024 PR M1	Council PERA Deduct
G 100-21704		PERA	\$30.00	2024 PR M1	PERA Council Benefit
		Total	\$60.00		
3792 e	01/08/25	US BANK			
G 100-20200		Accounts Payable	\$552.22	120524	PW Shop Tools
G 100-20200		Accounts Payable	\$84.66	120624	PD Batteries, Scouring Stick
G 100-20200		Accounts Payable	\$451.91	120624	PD Armored Plate
G 100-20200		Accounts Payable	\$5.50	120924	PD Postage
G 100-20200		Accounts Payable	\$6.89	121224	PD Postage
G 100-20200		Accounts Payable	\$240.35	2025	Newspaper Subscription 12/8/24 - 12/8/25
G 100-20200		Accounts Payable	\$21.85	2025	Newspaper Subscription 12/8/24 - 12/8/25
		Total	\$1,363.38		
3793 e	01/03/25	WEX Bank			
G 600-20200		Accounts Payable	\$108.75	NOV 2024	Sewer Fuel Purchases - Nov 2024
G 100-20200		Accounts Payable	\$1,650.20	NOV 2024	PD Fuel Purchases - Nov 2024
		Total	\$1,758.95		
3794 e	01/10/25	WEX Bank			
G 600-20200		Accounts Payable	(\$1.30)	DEC 2024	Sewer Fuel Rebates - Dec 2024
G 600-20200		Accounts Payable	\$101.34	DEC 2024	Sewer Fuel Purchases - Dec 2024
G 100-20200		Accounts Payable	(\$1.30)	DEC 2024	PW Fuel Rebates - Dec 2024
G 100-20200		Accounts Payable	\$103.14	DEC 2024	PW Fuel Purchases - Dec 2024
G 100-20200		Accounts Payable	(\$26.26)	DEC 2024	PD Fuel Rebates - Dec 2024
G 100-20200		Accounts Payable	\$2,077.69	DEC 2024	PD Fuel Purchases - Dec 2024
		Total	\$2,253.31		
3795 e	01/02/25	PINE RIVER STATE BANK			
E 100-41300-200		General Operating (Suppli	\$5.00	JAN 2025	Bank Fees - Jan 2025
		Total	\$5.00		
3796 e	01/24/25	COMPENSATION CONSULTANTS LTD			
G 100-21712		Flexible Spending Accoun	\$35.06	012425	HOLLINGSWORTH FSA - 01/24/25
		Total	\$35.06		
3797 e	01/10/25	PINE RIVER STATE BANK			
E 100-41300-200		General Operating (Suppli	\$35.00	2025	Safety Deposit Box - 2025

CITY OF BREEZY POINT
***Check Detail Register©**
January 2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			Total	\$35.00	
3798 e	01/17/25	MN DEPT OF LABOR & INDUSTRY			
G 100-20200		Accounts Payable	\$5,298.44	4th QTR 202	4th Qtr 2024 Bldg Surcharge Report
G 100-20200		Accounts Payable	\$20.00	ABR0344733	1305741 Pressure Vessel & 24559 Pressure Vessel
			Total	\$5,318.44	
3799 e	01/28/25	COMPENSATION CONSULTANTS LTD			
G 100-21712		Flexible Spending Account	\$4.14	012825FSA	HOLLINGSWORTH FSA - 01/28/25
			Total	\$4.14	
3800 e	02/04/25	INTERNAL REVENUE SERVICE			
G 100-21701		Federal Withholding	\$5,469.46	2025 PR 3	Federal
G 100-21703		FICA Tax Withholding	\$812.41	2025 PR 3	Medicare
G 100-21703		FICA Tax Withholding	\$1,890.99	2025 PR 3	Social Security
G 100-21703		FICA Tax Withholding	\$1,890.99	2025 PR 3	Social Security Benefit
G 100-21703		FICA Tax Withholding	\$812.41	2025 PR 3	Medicare Benefit
			Total	\$10,876.26	
3801 e	02/04/25	MN DEPT OF REVENUE			
G 100-21702		State Withholding	\$2,748.02	2025 PR 3	State Tax - MN
			Total	\$2,748.02	
3802 e	01/30/25	MINNESOTA STATE RETIREMENT SYS			
G 100-21705		Other Retirement	\$969.75	MNDPCP 2025	MNDPCP - PR 3
			Total	\$969.75	
3803 e	01/30/25	MINNESOTA STATE RETIREMENT SYS			
G 100-21710		Other Deductions	\$2,674.44	HCSP 2025	HCSP - PR 3
			Total	\$2,674.44	
3804 e	01/30/25	COMPENSATION CONSULTANTS LTD			
G 100-21710		Other Deductions	\$1,630.40	2025 PR 3	HSA - PR 3
			Total	\$1,630.40	
3805 e	01/30/25	PUBLIC EMP. RETIREMENT ASSOC			
G 100-21704		PERA	\$2,049.73	2025 PR 3	PERA Deduct
G 100-21704		PERA	\$3,397.89	2025 PR 3	Police PERA Deduct
G 100-21704		PERA	\$2,365.07	2025 PR 3	PERA Benefit
G 100-21704		PERA	\$5,096.81	2025 PR 3	PERA police Benefit
			Total	\$12,909.50	
3806 e	01/17/25	RELIANCE STANDARD LIFE INS			
E 100-41300-130		Life Insurance	\$24.68	FEB 2025	Life Ins Premiums - Feb 2025
E 100-41910-130		Life Insurance	\$11.55	FEB 2025	Life Ins Premiums - Feb 2025
E 100-42100-130		Life Insurance	\$84.00	FEB 2025	Life Ins Premiums - Feb 2025
E 100-43000-130		Life Insurance	\$24.15	FEB 2025	Life Ins Premiums - Feb 2025
E 100-45100-130		Life Insurance	\$5.25	FEB 2025	Life Ins Premiums - Feb 2025
E 600-43250-130		Life Insurance	\$28.87	FEB 2025	Life Ins Premiums - Feb 2025
			Total	\$178.50	

CITY OF BREEZY POINT

*Check Detail Register©

January 2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
139948	01/08/25	AMERICAN STEEL SUPPLY INC			
G 600-20200		Accounts Payable	\$129.60	123643	Sewer Sheet 7 Ga Laser & Labor
		Total	\$129.60		
139949	01/08/25	AT&T MOBILITY			
G 100-20200		Accounts Payable	\$960.79	DEC 2024	PD Cell Phones 11/26/24 - 12/25/24
		Total	\$960.79		
139950	01/08/25	AUTO VALUE PEQUOT LAKES			
G 600-20200		Accounts Payable	\$63.55	66257658	Oil & Oil Filter
		Total	\$63.55		
139951	01/08/25	BREEZY POINT HARDWARE			
G 100-20200		Accounts Payable	\$84.68	35071	PW Fuel
G 100-20200		Accounts Payable	\$6.99	35074	PW Battery
G 600-20200		Accounts Payable	\$7.99	35076	Sewer Fuse
G 100-20200		Accounts Payable	\$17.98	35079	PD Tape & Mouse/Insect Trap
G 100-20200		Accounts Payable	\$15.98	35107	PD Batteries
		Total	\$133.62		
139952	01/08/25	CARGILL INC			
G 100-20200		Accounts Payable	\$4,297.66	2910375764	PW Deicer Salt / Sand
		Total	\$4,297.66		
139953	01/08/25	CITY OF BREEZY POINT			
G 100-20200		Accounts Payable	\$150.00	4TH QTR 20	PD 4th Qtr Sewer - 2024
G 100-20200		Accounts Payable	\$150.00	4TH QTR 20	CH 4th Qtr Sewer - 2024
		Total	\$300.00		
139954	01/08/25	COLUMN SOFTWARE PBC			
G 100-20200		Accounts Payable	\$27.03	6AA024C4-0	Special Council Meeting Notice 12/18/24
		Total	\$27.03		
139955	01/08/25	CULLIGAN			
G 100-20200		Accounts Payable	\$74.50	DEC 2024	PD Water
		Total	\$74.50		
139956	01/08/25	ESSENTIA HEALTH			
G 100-20200		Accounts Payable	\$32.00	101524	Drug Test B. Pratt
G 600-20200		Accounts Payable	\$32.00	101524	Drug Test B. Schultz
		Total	\$64.00		
139957	01/08/25	GOPHER STATE ONE CALL			
G 100-20200		Accounts Payable	\$4.05	4120247	PD Locates
		Total	\$4.05		
139958	01/08/25	HYTEC CONSTRUCTION			
G 401-20200		Accounts Payable	\$93,690.76	14849	CH Remodel & Expansion Pay App #3 thru 12/31/24
		Total	\$93,690.76		
139959	01/08/25	LAKES AREA WILDLIFE CONTROL			

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 100-20200		Accounts Payable	\$566.50	14848	Animal Control - Dec 2024
		Total	\$566.50		
139960	01/08/25	MARCO TECHNOLOGIES LLC			
G 100-20200		Accounts Payable	\$57.96	545381477	PD Copier Lease 12/17/24 - 1/17/25
G 100-20200		Accounts Payable	\$70.44	545381477	PD Copier Lease 12/17/24 - 1/17/25
G 600-20200		Accounts Payable	\$15.55	545726309	CH Copier Lease 12/22/24 - 1/22/25
G 100-20200		Accounts Payable	\$152.04	545726309	CH Copier Lease 12/22/24 - 1/22/25
G 600-20200		Accounts Payable	\$38.01	545726309	CH Copier Lease 12/22/24 - 1/22/25
G 100-20200		Accounts Payable	\$62.21	545726309	CH Copier Lease 12/22/24 - 1/22/25
		Total	\$396.21		
139961	01/08/25	MENARDS- BAXTER			
G 100-20200		Accounts Payable	\$63.92	35530	PW Fuel
G 100-20200		Accounts Payable	\$49.98	35530	PW Work Light
		Total	\$113.90		
139962	01/08/25	MINNESOTA MAYORS ASSOCIATION			
G 100-20200		Accounts Payable	\$30.00	2025	Membership Dues Todd Roggenkamp - 2025
		Total	\$30.00		
139963	01/08/25	ON SYSTEMS INC			
G 100-20200		Accounts Payable	\$140.00	11489	PD Computer Internal Hard Drive
		Total	\$140.00		
139964	01/08/25	PLACID LAKE ADVISORS			
G 100-20200		Accounts Payable	\$41,085.00	2024	Interim Administrator Services 2024
		Total	\$41,085.00		
139965	01/08/25	QUADIENT FINANCE USA, INC.			
G 100-20200		Accounts Payable	\$300.00	DEC 2024	Postage Purchase 12/9/24
		Total	\$300.00		
139966	01/08/25	RITEWAY			
G 100-20200		Accounts Payable	\$50.15	24-33131	Laser Checks
G 100-20200		Accounts Payable	\$50.15	24-33131	Laser Checks
G 100-20200		Accounts Payable	\$14.33	24-33131	Laser Checks
G 204-20200		Accounts Payable	\$4.78	24-33131	Laser Checks
G 270-20200		Accounts Payable	\$14.33	24-33131	Laser Checks
G 600-20200		Accounts Payable	\$26.27	24-33131	Laser Checks
G 100-20200		Accounts Payable	\$78.81	24-33131	Laser Checks
G 600-20200		Accounts Payable	\$30.23	24-85185	W-2s & 1099s
G 100-20200		Accounts Payable	\$33.95	24-85185	W-2s & 1099s
G 100-20200		Accounts Payable	\$27.05	24-85185	W-2s & 1099s
G 100-20200		Accounts Payable	\$3.18	24-85185	W-2s & 1099s
G 100-20200		Accounts Payable	\$11.67	24-85185	W-2s & 1099s
G 100-20200		Accounts Payable	\$84.87	24-85185	W-2s & 1099s
		Total	\$429.77		
139967	01/08/25	RUST, JANETTE			
G 100-20200		Accounts Payable	\$45.23	123124	Mileage Reimbursement 2024

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G 600-20200		Accounts Payable	\$45.22	123124	Mileage Reimbursement 2024
		Total	\$90.45		
139968	01/08/25	SADUSKY RENOVATIONS			
G 100-20200		Accounts Payable	\$6,822.44	DEC 2024	Building Inspections Services - Dec 2024
		Total	\$6,822.44		
139969	01/08/25	STREICHERS INC			
G 100-20200		Accounts Payable	\$63.90	11736279	PD 12 ga Projectile - Drag Stablized
		Total	\$63.90		
139970	01/08/25	US BANK - PAYING AGENT			
G 300-20200		Accounts Payable	\$400.00	7583222	Paying Agent Fees 2024A - 2024
		Total	\$400.00		
139971	01/08/25	VIKING ELECTRIC SUPPLY INC			
G 100-20200		Accounts Payable	\$165.00	S008733266.	PW Shop Supplies
		Total	\$165.00		
139972	01/08/25	WIDSETH SMITH NOLTING & ASSOC			
G 602-20200		Accounts Payable	\$2,497.50	235321	WWF & Sewer Expansion Study Eng Fees thru 12/13/24
G 100-20200		Accounts Payable	\$5,107.65	235322	Shoreview Ln Damage Eng Fees thru 12/13/24
G 401-20200		Accounts Payable	\$4,600.40	235471	City Hall Remodel/Expansion Eng Fees thru 12/13/24
G 401-20200		Accounts Payable	\$14,759.75	235718	Streets CIP Data Collection Eng Fees thru 12/13/24
		Total	\$26,965.30		
139973	01/08/25	XCEL ENERGY			
G 100-20200		Accounts Payable	\$479.53	908671392	PW Natural Gas 11/26/24 - 12/30/24
G 100-20200		Accounts Payable	\$479.54	908671392	CH Natural Gas 11/26/24 - 12/30/24
		Total	\$959.07		
139974	01/08/25	AUTO VALUE PEQUOT LAKES			
E 100-43000-220		Repair/Maint Supply (GEN	\$118.11	66258079	PW Oil & Oil Filter
		Total	\$118.11		
139975	01/08/25	AXON ENTERPRISE, INC.			
E 100-42100-300		Professional Srvs (GENE	\$7,284.66	INUS310782	PD Body Camera Licenses, Storage, Transcribe
E 100-42100-300		Professional Srvs (GENE	\$6,119.76	INUS310782	PD Pro License Bundle
		Total	\$13,404.42		
139976	01/08/25	BEST OIL COMPANY			
E 100-43000-212		Motor Fuels	\$667.34	9170	PW Diesel Fuel
		Total	\$667.34		
139977	01/08/25	BREEZY POINT HARDWARE			
E 100-43000-220		Repair/Maint Supply (GEN	\$31.97	35140	PW Wire Cup, Grind Wheel, Flap Disc
E 100-43000-401		Maint Buildings	\$5.78	35142	PW Fasteners
E 100-43000-200		General Operating (Suppli	\$34.99	35175	PW Milkhouse Heater
E 100-43000-401		Maint Buildings	\$49.95	35180	PW Lightbulbs
E 100-43000-401		Maint Buildings	(\$23.97)	35181	PW RETRUN Lightbulbs

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$98.72		
139978	01/08/25	COLUMN SOFTWARE PBC			
E 100-41910-351		Legal Notices Publishing	\$58.14	6AA024C4-0	PH Notice 1/14/25 ID: EfvCYCRnyJ1CAW6yqZ56
Total			\$58.14		
139979	01/08/25	COMPENSATION CONSULTANTS LTD			
E 100-41900-313		Benefits Administration	\$250.00	2757	Flexible Benefit Cafeteria Re-enrollment 2025
Total			\$250.00		
139980	01/08/25	CRIME STOPPERS OF MN			
E 100-42100-300		Professional Svcs (GENE	\$200.00	2025	PD Law Enforcement Partnership Program 2025
Total			\$200.00		
139981	01/08/25	CROSSLAKE SHEETMETAL HEATING & AIR			
E 100-43000-401		Maint Buildings	\$4,900.00	28346771	PW Garage Heater Installed
Total			\$4,900.00		
139982	01/08/25	LAW ENFORCEMENT LABOR SERVICES			
G 100-21710		Other Deductions	\$292.00	JAN 2025	PD Union Dues - Jan 2025
Total			\$292.00		
139983	01/08/25	MGT IMPACT SOLUTIONS LLC			
E 100-41100-300		Professional Svcs (GENE	\$8,600.00	GHR100699	City Administrator Search
Total			\$8,600.00		
139984	01/08/25	MINNESOTA CHIEFS OF POLICE			
E 100-42100-300		Professional Svcs (GENE	\$376.00	20280	PD Membership Renewal - 2025
Total			\$376.00		
139985	01/08/25	MINNESOTA MUNICIPAL UTILITIES ASSN			
E 600-43250-433		Dues and Subscriptions	\$379.00	65103	Sewer Membership Dues - 2025
Total			\$379.00		
139986	01/08/25	NCPERS Group Life Ins			
G 100-21710		Other Deductions	\$96.00	FEB 2025	PERA Add'tl Life Ins Premiums - Feb 2025
Total			\$96.00		
139987	01/08/25	OMNI-SITE			
E 600-43250-321		Telephone	\$2,030.00	97453	Sewer Lift Stations Monitoring - 2025
Total			\$2,030.00		
139988	01/08/25	ON SYSTEMS INC			
E 100-41900-308		Software / IT Support	\$719.39	11501	IT Support - Jan 2025
E 100-41910-308		Software / IT Support	\$287.76	11501	IT Support - Jan 2025
E 100-42100-308		Software / IT Support	\$2,014.30	11501	IT Support - Jan 2025
E 100-43000-308		Software / IT Support	\$215.82	11501	IT Support - Jan 2025
E 600-43250-308		Software / IT Support	\$359.70	11501	IT Support - Jan 2025
Total			\$3,596.97		
139989	01/08/25	PEQUOT LAKES COMMUNITY ED			
E 100-45100-590		Capital Outlay	\$295.00	010625	Parks Community Garden Ad

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total		\$295.00	
139990	01/08/25	PRATT, ROBERT C.			
E 100-43000-417		Uniforms	\$49.98	010425	Clothing Reimbursement - 2025
E 100-43000-417		Uniforms	\$131.99	010725	PW Boots - Bob Pratt
		Total		\$181.97	
139991	01/08/25	RITEWAY			
E 100-41300-200		General Operating (Suppli	\$9.24	24-85282	W-2 Envelopes
E 100-41910-200		General Operating (Suppli	\$3.18	24-85282	W-2 Envelopes
E 100-43000-200		General Operating (Suppli	\$7.37	24-85282	W-2 Envelopes
E 100-42100-200		General Operating (Suppli	\$23.11	24-85282	W-2 Envelopes
E 100-45100-210		Operating Supplies (GEN	\$0.87	24-85282	W-2 Envelopes
E 600-43250-200		General Operating (Suppli	\$8.23	24-85282	W-2 Envelopes
		Total		\$52.00	
139992	01/08/25	TDS TELECOM			
E 100-41900-308		Software / IT Support	\$29.80	JAN 2025	Internet Service - 1/13/25 - 2/12/25
E 100-41910-308		Software / IT Support	\$11.92	JAN 2025	Internet Service - 1/13/25 - 2/12/25
E 100-42100-308		Software / IT Support	\$83.44	JAN 2025	Internet Service - 1/13/25 - 2/12/25
E 100-43000-308		Software / IT Support	\$8.94	JAN 2025	Internet Service - 1/13/25 - 2/12/25
E 600-43250-308		Software / IT Support	\$14.90	JAN 2025	Internet Service - 1/13/25 - 2/12/25
		Total		\$149.00	
139993	01/08/25	Vestis			
E 100-41900-401		Maint Buildings	\$157.09	2530356255	CH Mats
E 100-42100-401		Maint Buildings	\$121.17	2530356256	PD Mats
		Total		\$278.26	
139994	01/22/25	AUTO VALUE PEQUOT LAKES			
E 100-43000-220		Repair/Maint Supply (GEN	\$169.32	66258317	PW Oil
		Total		\$169.32	
139995	01/22/25	BEST OIL COMPANY			
E 100-43000-212		Motor Fuels	\$935.34	9209	PW Diesel Fule
		Total		\$935.34	
139996	01/22/25	BRAINERD DAILY DISPATCH			
E 100-42100-200		General Operating (Suppli	\$267.20	2025	PW Newspaper Subscription 2/8/25 - 2/7/26
G 100-15500		Prepaid Items	\$24.29	2025	PW Newspaper Subscription 2/8/25 - 2/7/26
		Total		\$291.49	
139997	01/22/25	BRAINERD HYDRAULICS & AIR			
E 100-43000-220		Repair/Maint Supply (GEN	\$76.40	34043	PW Parts
		Total		\$76.40	
139998	01/22/25	BREEZY POINT HARDWARE			
E 600-43250-220		Repair/Maint Supply (GEN	\$14.99	35197	Sewer Spade Bit
E 600-43250-220		Repair/Maint Supply (GEN	\$9.99	35198	Sewer Tape Ruler
E 100-43000-220		Repair/Maint Supply (GEN	\$31.95	35201	PW Anchor Shackle
E 100-43000-212		Motor Fuels	\$128.89	35236	PW Fuel

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E 600-43250-200		General Operating (Suppli	\$6.99	35253	Sewer Light Bulbs
E 100-42100-200		General Operating (Suppli	\$1.90	35260	PD Fasteners
		Total	\$194.71		
139999	01/22/25	CARLSON, JORY			
E 100-43000-417		Uniforms	\$148.00	011425	PW Boot Reimbursement
		Total	\$148.00		
140000	01/22/25	CHARTER COMMUNICATIONS - PA			
E 100-41100-100		Compensation (GENERAL	\$0.42	JAN 2025	Internet Service 1/8/25 - 2/7/25
E 100-41300-200		General Operating (Suppli	\$1.40	JAN 2025	Internet Service 1/8/25 - 2/7/25
E 100-41900-381		Combined Utilities	\$54.03	JAN 2025	Internet Service 1/8/25 - 2/7/25
E 100-41910-200		General Operating (Suppli	\$0.42	JAN 2025	Internet Service 1/8/25 - 2/7/25
E 100-42100-308		Software / IT Support	\$55.99	JAN 2025	Internet Service 1/8/25 - 2/7/25
E 100-43000-200		General Operating (Suppli	\$0.70	JAN 2025	Internet Service 1/8/25 - 2/7/25
E 600-43250-200		General Operating (Suppli	\$27.02	JAN 2025	Internet Service 1/8/25 - 2/7/25
E 100-42100-381		Combined Utilities	\$30.89	JAN 2025	PD Cable TV 1/2/25 - 2/1/25
		Total	\$170.87		
140001	01/22/25	COLUMN SOFTWARE PBC			
E 100-41100-351		Legal Notices Publishing	\$88.74	6AA042C4-0	2025 Budget Summary Report Publication
		Total	\$88.74		
140002	01/22/25	COMPENSATION CONSULTANTS LTD			
E 100-41900-313		Benefits Administration	\$55.00	3014	FSA / HSA Benefits Administration - Jan 2025
		Total	\$55.00		
140003	01/22/25	CROW WING CO TREASURER			
E 100-41910-300		Professional Srvs (GENE	\$1,000.00	7664	WCA Annual Admin Fee - 2025
		Total	\$1,000.00		
140004	01/22/25	Crow Wing County Attorney			
E 100-41900-304		Legal/Prosecution Fees	\$8,978.96	2025	Prosecution Contract - 2025
		Total	\$8,978.96		
140005	01/22/25	CTC			
E 100-41300-321		Telephone	\$208.83	21507382	Phone Service - 1/12/25 - 2/11/25
E 100-43000-321		Telephone	\$28.48	21507382	Phone Service - 1/12/25 - 2/11/25
E 100-42100-321		Telephone	\$522.48	21507382	Phone Service - 1/12/25 - 2/11/25
		Total	\$759.79		
140006	01/22/25	Driver and Vehicle Services			
E 600-43250-200		General Operating (Suppli	\$49.25	61794-2025	2016 Ford Explorer #61794 Tabs
		Total	\$49.25		
140007	01/22/25	IAPE			
E 100-42100-300		Professional Srvs (GENE	\$65.00	M25-C69113	D. Sathre Membership Dues - 2025
		Total	\$65.00		
140008	01/22/25	MENARDS- BAXTER			
E 100-43000-212		Motor Fuels	\$19.16	36471	PW Fuel Premix

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E 100-43000-220		Repair/Maint Supply (GEN	\$266.48	36471	PW Oil
E 100-43000-200		General Operating (Suppli	\$30.95	36471	PW Water & Scoop
E 100-43000-220		Repair/Maint Supply (GEN	\$19.25	36848	PW HD Extreme 10 & Windshield Treatment
		Total	\$335.84		
140009	01/22/25	PELICAN SQUARE INC			
E 100-41300-200		General Operating (Suppli	\$13.74	1028868	CH Water & Ice
		Total	\$13.74		
140010	01/22/25	PEQUOT LAKES SANITATION			
E 100-42100-381		Combined Utilities	\$25.10	JAN 2025	PD Garbage Service - Jan 2025
E 100-43000-381		Combined Utilities	\$41.77	JAN 2025	PW Garbage Service - Jan 2025
E 100-41900-381		Combined Utilities	\$62.66	JAN 2025	CH Garbage Service - Jan 2025
E 100-41900-324		Recycling	\$40.00	JAN 2025	Recycling - Jan 2025
		Total	\$169.53		
140011	01/22/25	QUADIENT LEASING USA, INC.			
E 100-41900-400		Equipment	\$107.38	Q1664295	Postage Machine Lease - 2/3/25 - 5/2/25
E 600-43250-200		General Operating (Suppli	\$26.84	Q1664295	Postage Machine Lease - 2/3/25 - 5/2/25
		Total	\$134.22		
140012	01/22/25	THE OFFICE SHOP			
E 100-41300-200		General Operating (Suppli	\$78.94	1150754-0	CH Office Supplies
		Total	\$78.94		
140013	01/22/25	VERIZON WIRELESS			
E 100-43000-321		Telephone	\$100.42	6103231668	Cell Phone Service - 1/11/25-2/10/25
E 600-43250-321		Telephone	\$100.42	6103231668	Cell Phone Service - 1/11/25-2/10/25
		Total	\$200.84		
140014	01/22/25	VICTORY AUTOMOTIVE SERVICE LLC			
E 100-42100-220		Repair/Maint Supply (GEN	\$68.85	1401997	PD 2022 Ford Exp Oil Change
		Total	\$68.85		
140015	01/22/25	VIKING ELECTRIC SUPPLY INC			
E 100-42100-401		Maint Buildings	\$438.36	S008772889.	PSB Recessed Lights
		Total	\$438.36		
140016	01/22/25	Whitebirch, Inc.			
E 204-46500-810		Refund/Reimbursements	\$6,599.05		1st HALF 202 TIF Payment - 1st Half 2025
		Total	\$6,599.05		
140017	01/22/25	CROW WING CO TREASURER			
G 100-20200		Accounts Payable	\$125.00	7648	E911 Addressing - Dec 2025
		Total	\$125.00		
140018	01/22/25	Crow Wing Power			
G 600-20200		Accounts Payable	\$1,017.84	1438703DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$296.84	1438703DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$7.20	1439301DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$24.48	1439301DEC	Electric Service 12/8/24 - 1/7/25

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 600-20200		Accounts Payable	\$42.00	1460301DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$12.18	1460301DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$115.68	1501301DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$33.78	1501301DEC	Electric Service 12/8/24 - 1/7/25
G 100-20200		Accounts Payable	\$286.56	1516802DEC	Electric Service 12/8/24 - 1/7/25
G 100-20200		Accounts Payable	\$286.56	1516802DEC	Electric Service 12/8/24 - 1/7/25
G 100-20200		Accounts Payable	\$167.30	1516802DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$54.72	1518101DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$15.93	1518101DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$12.97	1528301DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$44.16	1528301DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$61.43	1532601DEC	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$210.24	1532601DEC	Electric Service 12/8/24 - 1/7/25
G 270-20200		Accounts Payable	\$10.64	33476401DE	Electric Service 12/8/24 - 1/7/25
G 270-20200		Accounts Payable	\$36.72	33476401DE	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$63.36	33770501DE	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$18.48	33770501DE	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$38.40	33929201DE	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$11.22	33929201DE	Electric Service 12/8/24 - 1/7/25
G 100-20200		Accounts Payable	\$481.20	34120201DE	Electric Service 12/8/24 - 1/7/25
G 100-20200		Accounts Payable	\$140.22	34120201DE	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$8.82	34265401DE	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$30.72	34265401DE	Electric Service 12/8/24 - 1/7/25
G 270-20200		Accounts Payable	\$7.20	34454801DE	Electric Service 12/8/24 - 1/7/25
G 270-20200		Accounts Payable	\$24.72	34454801DE	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$7.28	34569801DE	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$24.72	34569801DE	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$8.52	34613101DE	Electric Service 12/8/24 - 1/7/25
G 600-20200		Accounts Payable	\$28.80	34613101DE	Electric Service 12/8/24 - 1/7/25
G 100-20200		Accounts Payable	\$7.68	35276301DE	Electric Service 12/8/24 - 1/7/25
G 100-20200		Accounts Payable	\$2.32	35276301DE	Electric Service 12/8/24 - 1/7/25
G 100-20200		Accounts Payable	\$91.58	36058101DE	Electric Service 12/12/24 - 1/8/25
G 100-20200		Accounts Payable	\$228.80	36058101DE	Electric Service 12/12/24 - 1/8/25
		Total	\$3,961.27		
140019	01/22/25	DTM FLEET SERVICE			
G 100-20200		Accounts Payable	\$316.89	2263shipping	PD 2024 Chev Tahoe Shipping
		Total	\$316.89		
140020	01/22/25	HEARTLAND ANIMAL RESCUE TEAM			
G 100-20200		Accounts Payable	\$333.87	DEC 2024	Animal Impound Fees - Dec 2024
		Total	\$333.87		
140021	01/22/25	HOISINGTON KOEGLER GROUP INC			
G 401-20200		Accounts Payable	\$1,297.50	024-032-6	Ordinance Update - Dec 2024
		Total	\$1,297.50		
140022	01/22/25	MN DEPT OF LABOR & INDUSTRY			
G 100-20200		Accounts Payable	\$5,298.44	4th QTR 202	4th Qtr 2024 Bldg Surcharge Report

CITY OF BREEZY POINT

*Check Detail Register©

January 2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 100-20200		Accounts Payable	\$20.00	ABR0344733	1305741 Pressure Vessel & 24559 Pressure Vessel
		Total	\$5,318.44		
140023	01/22/25	RATWIK ROSZAK & MALONEY PA			
G 100-20200		Accounts Payable	\$1,497.00	78469	Misc, Data Breach, Buschmann Rd, Prop Donation Legal Fees - Dec 2024
		Total	\$1,497.00		
140024	01/22/25	S-N-K CARWASH & OIL CHANGE			
G 600-20200		Accounts Payable	\$83.98	64919	Sewer 2020 Ford Exp Oil Change
		Total	\$83.98		
140025	01/22/25	SPARROW CLEANING SERVICE			
G 100-20200		Accounts Payable	\$450.00	3762	PD Cleaning Service - Dec 2024
G 100-20200		Accounts Payable	\$350.00	3763	CH Cleaning Service - Dec 2024
		Total	\$800.00		
140026	01/22/25	WSB			
G 401-20200		Accounts Payable	\$28,089.00	R-022038-00	Buschmann Rd & Ranchette Dr Eng Services - Nov 2024
		Total	\$28,089.00		
140027	01/22/25	XCEL ENERGY			
G 100-20200		Accounts Payable	\$789.91	908735678	PD Natural Gas 11/26/24 - 12/30/24
		Total	\$789.91		
		10100	\$406,725.63		

Fund Summary

10100 Primary	
100 GENERAL FUND	\$247,644.39
204 TIF 18-1 NORTHSTAR CENTER	\$6,603.83
270 CEMETERY Special Revenue Fund	\$93.61
300 Debt Service	\$400.00
401 Revolving Capital Fund	\$142,437.41
600 SEWER OPERATING FUND	\$7,048.89
602 Sewer Capital Projects Fund	\$2,497.50
	\$406,725.63



Work Order Signature Document

Sourcewell EZIQC Contract No.: MN-R3-GC-040622-HTC

New Work Order

Modify an Existing Work Order

Work Order Number: 130196.01

Work Order Date: 01/28/2025

Owner PO No:

Work Order Title: City of Breezy Point - City Hall Remodel and Addition 2024 Supplemental #01 Access Control

Owner Name: City of Breezy Point

Contractor Name: HY-Tec Construction

Contact: Jerry Bohnsack

Contact: Andy Pickar

Phone: 218-562-4441

Phone:

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of Sourcewell EZIQC Contract No MN-R3-GC-040622-HTC.

Brief Work Order Description:

Time of Performance See Schedule Section of the Detailed Scope of Work

Duration

Liquidated Damages Will apply:

Will not apply:

Work Order Firm Fixed Price: \$13,681.72

Owner Purchase Order Number:

Approvals

Owner _____ Date

Andy Pickar Digitally signed by Andy Pickar
DN: C=US,
E=Andyp@hyteconstruction.com,
O=Hy-Tec Construction, CN=Andy Pickar 1/29/25
Date: 2025.01.29 08:38:20-06'00' Contractor _____ Date

Detailed Scope of Work

To: Andy Pickar
HY-Tec Construction
11360 Business 371
Brainerd, MN 56401
No Data Input

From: Jerry Bohnsack
City of Breezy Point
8319 County Road 11
Breezy Point, MN 56472
218-562-4441

Date Printed: January 28, 2025

Work Order Number: 130196.01

Owner PO No:

Work Order Title: City of Breezy Point - City Hall Remodel and Addition 2024 Supplemental #01 Access Contrc

Brief Scope:

Preliminary

Revised

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Add card readers, electric strikes and associated cabling to 3 doors. Changes to door hardware.

Andy Pickar

Digitally signed by Andy Pickar
DN: C=US,
E=Andy@hyteconstruction.com,
O=Hy-Tec Construction, CN=Andy Pickar
Date: 2025.01.29 08:39:01-06'00'

1/29/25
Date

Contractor

Owner

Date

Contractor's Price Proposal - Summary

Date: January 28, 2025

Re: IQC Master Contract #: MN-R3-GC-040622-HTC
Work Order #: 130196.01
Owner PO #:
Title: City of Breezy Point - City Hall Remodel and Addition 2024 Supplemental #01 Access Control
Contractor: HY-Tec Construction
Proposal Value: \$13,681.72

Access Control	\$13,681.72
Proposal Total	\$13,681.72

Contractor's Price Proposal - Detail

Date: January 28, 2025

Re: IQC Master Contract #: MN-R3-GC-040622-HTC
 Work Order #: 130196.01
 Owner PO #:
 Title: City of Breezy Point - City Hall Remodel and Addition 2024 Supplemental #01 Access Control
 Contractor: HY-Tec Construction
 Proposal Value: \$13,681.72

Sect.	Item	Modifier	UOM	Description	Line Total
Labor	Equip.	Material	(Excluded if marked with an X)		
Access Control					
1	08 71 11 00 2463		EA	24 Volt DC, Fail Secure, Dual Monitor Switch, Stainless Steel Body Electric Strike (Von Duprin 6212)For mortise or cylindrical locks	\$4,020.21
				Quantity	Unit Price
				3.00	1,056.67
				x	x
				Installation	Factor =
					1.2682 =
					Total
					4,020.21
2	28 16 11 00 0055		EA	HID Proximity Card Reader, Exterior Stand Alone Access Controls	\$6,460.02
				Quantity	Unit Price
				3.00	1,697.95
				x	x
				Installation	Factor =
					1.2682 =
					Total
					6,460.02
3	28 16 11 00 0144		EA	Access Control Systems Power Supply (Altronix AL400ULACMCB)	\$2,935.17
				Quantity	Unit Price
				3.00	771.48
				x	x
				Installation	Factor =
					1.2682 =
					Total
					2,935.17
4	28 16 11 00 0146		EA	Door Strike Relay (Altronix RBSN-TTL)	\$266.32
				Quantity	Unit Price
				3.00	70.00
				x	x
				Installation	Factor =
					1.2682 =
					Total
					266.32
Subtotal for Access Control					\$13,681.72
Proposal Total					\$13,681.72

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.



Prepared By: <i>Jerry Bohnsack, Interim City Administrator</i>	Meeting Date: <i>2/03/2025</i>	<input checked="" type="checkbox"/> Regular Agenda Item <input type="checkbox"/> Consent Agenda Item	Item No. Click or tap here to enter text.
Item Description: <i>Furniture Order for New City Hall Addition</i>		Reviewed By: <i>N/A</i>	

ACTION REQUESTED

Motion to approve Hytech Construction change order number 130196.03 in the amount of negative \$130,000 and payment of invoice from Duet Resource Group for furniture for the city hall addition in the amount of \$89,560.80.

BACKGROUND/DISCUSSION

The cost of the furniture package for the new city hall addition is 179,121.60 with \$130,000 of that cost being part of the Hytech Construction contract and the remaining \$50,000 funded by a Sourcewell grant. It was realized that if the furniture package were to remain a part of Hytech’s contract, sales tax would be charged on the product. Since the City is exempt from sales tax, it was decided to remove the furniture package from Hytech’s contract and bill the City directly to save on the added expense of sales tax. The furniture needs to be ordered very soon so that it will be delivered by the end of April as planned. The furniture supplier, Duet Resource Group, requires a 50% down payment at the time of ordering.

FINANCIAL IMPACT

The furniture package price of \$130,000 has been removed from the Hytech Construction contract. The \$50,000 Sourcewell grant was received in August 2024. No change in financial impact as the amount is being removed from an approved contract for the City to pay directly.

STAFF RECOMMENDATION

Approve payment of invoice from Duet Resource Group for the purchase of furniture for the new city hall addition in the amount of \$89,560.80

ATTACHMENTS

- Hytech Construction Change Order Number 130196.03
- Duet Resource Group Pro Forma Invoice, Order Number 13573



Pro Forma Invoice
 Minnesota
 224 S 1st St
 Milwaukee, WI 53204
 Phone: 414.273.3838
 Email:
 info@duetresourcegroup.com
 Web: www.duetresourcegroup.com

Section 6, Item B.

Order Number	
Date	01/28/2025
Customer PO No	Signed Quote
Client Account	BREEZYMN
Sales Associate	Luke Abbott
Project Number	
Terms	50% DEPOSIT BAL ON RECEIPT
Page	1 of 27

T City of Breezy Point
 O 8319 County Road 11
 Breezy Point, MN 56472

 ATTN: Janette Rust
 Phone: 218-569-1005
 Email: finance@cityofbreezypointmn.us

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T
City of Breezy Point
 8319 County Road 11
 Breezy Point, MN 56472

 ATTN: Janette Rust
 Phone: 218-569-1005
 Email: finance@cityofbreezypointmn.us

Line	Quantity	Description	Unit Price	Extended Amount
2	2.00 Each	KI LTNF2448--/LG-Standard-/LRY Unite PC HP Laminate Tile-to-Floor,Bottom or Monolithic,24Wx48"H OPTION: UBLAM:/LG:Light Tone OPTION: LAMCOLOR:Standard:KI Laminates OPTION: /LRY:RIVER CHERRY LAM 7937-38 Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	345.50	691.00
3	4.00 Each	KI LTNF3048--/LG-Standard-/LRY Unite PC HP Laminate Tile-to-Floor,Bottom or Monolithic,30Wx48"H OPTION: UBLAM:/LG:Light Tone OPTION: LAMCOLOR:Standard:KI Laminates OPTION: /LRY:RIVER CHERRY LAM 7937-38 Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	370.00	1,480.00
4	3.00 Each	KI S24403483V1--/NMP-/SL-/ERY-STANDARD-/LRY-*MODIFIED *Modified Toggle Square Shoe Table, Triple Motor Electric Base, 74P Edge, 24x48x72x24" OPTION: Modesty Panel:/NMP:No modesty panel OPTION: Base Finish:/SL:Silver OPTION: Edge Color:/ERY:River Cherry edge OPTION: Surface Finish:STANDARD:KI laminates OPTION: KI laminates:/LRY:RIVER CHERRY LAM 7937-38 OPTION: Dimensional - Surface Shape/Size:*MODIFIED:Top, Square Shoe 24"x54"x72"x24" Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	1,428.50	4,285.50
5	8.00 Each	KI S7L/42300HD--/CZP-/LG-/KS-/SCL 700 Series Files Cabinet-1 Shelf-42Wx18Dx33-1/8"H OPTION: Pull Options:/CZP:Connection Zone pull OPTION: Unit Color:/LG:Light Tone OPTION: Lock Option:/KS:Key standard OPTION: Lock Color:/SCL:Satin Chrome Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	710.00	5,680.00



Pro Forma Invoice

Minnesota
224 S 1st St
Milwaukee, WI 53204
Phone: 414.273.3838
Email:
info@duetresourcegroup.com
Web: www.duetresourcegroup.com

Section 6, ItemB.

Order Number	
Date	01/28/2025
Customer PO No	Signed Quote
Client Account	BREEZYMN
Sales Associate	Luke Abbott
Project Number	
Terms	50% DEPOSIT BAL ON RECEIPT
Page	2 of 27

Item #	Quantity	Description	Unit Price	Total Price
6	4.00 Each	KI S7L/8418T-74P--Standard-/LRY-/TRY 700 Series Laminate Top for Side-by-Side Units,74P Edge,84x18" OPTION: Surface Finish:Standard:KI Laminates OPTION: KI Laminates:/LRY:RIVER CHERRY LAM 7937-38 OPTION: Edge Color:/TRY:River Cherry edge Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	349.00	1,396.00
7	3.00 Each	KI TG.TROUGH.48--/SL Toggle Wire Trough 24" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	46.00	138.00
8	3.00 Each	KI TG.TROUGH.72--/SL Toggle Wire Trough 48" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	65.50	196.50
9	2.00 Each	KI U2W9048--/LG Unite 2-Way 90 Deg "L" Corner,48"H OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	93.00	186.00
10	7.00 Each	KI U3W9048--/LG Unite 3-Way 90 Deg "T" Corner,48"H OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	96.50	675.50
11	2.00 Each	KI U4W9048--/LG Unite 4-Way "X" Intersection,48"H OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	93.50	187.00
12	9.00 Each	KI UCANTST.L--/LG Unite Standard Cantilever Bracket,Left OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	18.50	166.50
13	9.00 Each	KI UCANTST.R--/LG Unite Standard Cantilever Bracket,Right OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1	18.50	166.50



Pro Forma Invoice

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info@duetresourcegroup.com
Web: www.duetresourcegroup.com

Section 6, ItemB.

Order Number	
Date	01/28/2025
Customer PO No	Signed Quote
Client Account	BREEZYMN
Sales Associate	Luke Abbott
Project Number	
Terms	50% DEPOSIT BAL ON RECEIPT
Page	3 of 27

Item	Quantity	Description	Unit Price	Total Price
14	15.00 Each	Tag GC: 113 Open Office KI UEOR48--/LG Unite End-Of-Run Condition,48"H OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	37.50	562.50
15	6.00 Each	KI UET6PJINL Unite Inline Panel Jumper,6 Circuit,12"L Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	33.00	198.00
16	5.00 Each	KI UET6PJINT Unite Intersection Panel Jumper,6 Circuit,15-1/2"L Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	36.50	182.50
17	8.00 Each	KI UET6RRC.1--.LG Unite 15 Amp Duplx Receptacle w/Bezel,Racewy,6 Circuit,Cir 1 OPTION: Standard Trim Finishes:.LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	19.50	156.00
18	8.00 Each	KI UET6RRC.2--.LG Unite 15 Amp Duplx Receptacle w/Bezel,Racewy,6 Circuit,Cir 2 OPTION: Standard Trim Finishes:.LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	19.50	156.00
19	7.00 Each	KI UET6RRC.3--.LG Unite 15 Amp Duplx Receptacle w/Bezel,Racewy,6 Circuit,Cir 3 OPTION: Standard Trim Finishes:.LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	19.50	136.50
20	4.00 Each	KI UET6WW.24 Unite Rigid Wireway,10-Wire System,6 Circuit,24"W Panel Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	64.50	258.00
21	5.00 Each	KI UET6WW.30 Unite Rigid Wireway,10-Wire System,6 Circuit,30"W Panel Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	66.50	332.50
22	2.00 Each	KI UET6WW.36 Unite Rigid Wireway,10-Wire System,6 Circuit,36"W Panel Mark Line For: Tag TG: Phase 1	69.50	139.00



Pro Forma Invoice

Minnesota
 224 S 1st St
 Milwaukee, WI 53204
 Phone: 414.273.3838
 Email:
 info@duetresourcegroup.com
 Web: www.duetresourcegroup.com

Section 6, Item B.

Order Number	
Date	01/28/2025
Customer PO No	Signed Quote
Client Account	BREEZYMN
Sales Associate	Luke Abbott
Project Number	
Terms	50% DEPOSIT BAL ON RECEIPT
Page	4 of 27

Item No	Quantity	Description	Unit Price	Total Price
		Tag GC: 113 Open Office		
23	2.00 Each	KI UET6WW.60 Unite Rigid Wireway,10-Wire System,6 Circuit,60"W Panel Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	82.00	164.00
24	2.00 Each	KI UETF0724--/LG-/6 Unite Top Infeed w/7-Foot Pole And Top Cap,24" Panel OPTION: Trim Color:/LG:Light Tone OPTION: Infeed Power For Electrical:/6:622 power infeed Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	301.00	602.00
25	3.00 Each	KI ULP24WBBF--/LG-/UN24-/KS-/SCL-/CZP U-Series Worksurface Supporting Pedestal,Box/Box/File,24" Nominal Depth OPTION: Paint Color:/LG:Light Tone OPTION: Bracket:/UN24:24" Worksurface (Unite) OPTION: Lock Option:/KS:Key standard OPTION: Lock Color:/SCL:Satin Chrome OPTION: Pull Style:/CZP:Connection Zone pull Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	333.00	999.00
26	3.00 Each	KI ULP24WFF--/LG-/UN24-/KS-/SCL-/CZP U-Series Worksurface Supporting Pedestal,File/File,24" Nominal Depth OPTION: Paint Color:/LG:Light Tone OPTION: Bracket:/UN24:24" Worksurface (Unite) OPTION: Lock Option:/KS:Key standard OPTION: Lock Color:/SCL:Satin Chrome OPTION: Pull Style:/CZP:Connection Zone pull Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	300.50	901.50
27	20.00 Each	KI UMFR2448--/F-/LG-GRD1-2SUPHPECTRUM-/S1BHS1-GRD1-2SUPHPECTRUM-/S1BHS2-/DP Unite Mono Fabric Panel,Standard Base Raceway,24Wx48"H OPTION: Top Cap:/F:Flat trim (std) OPTION: Trim Color:/LG:Light Tone OPTION: Panel Fabric Side 1:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BHS1:BIRCH OPTION: Panel Fabric Side 2:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BHS2:BIRCH OPTION: Electrical Code:/DP:Domestic - with cutouts Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	250.50	5,010.00
28	10.00 Each	KI UMFR3048--/F-/LG-GRD1-2SUPHPECTRUM-/S1BHS1-	284.00	2,840.00



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Section 6, Item B.

Order Number	
Date	01/28/2025
Customer PO No	Signed Quote
Client Account	BREEZYMN
Sales Associate	Luke Abbott
Project Number	
Terms	50% DEPOSIT BAL ON RECEIPT
Page	5 of 27

		GRD1-2SUPHPECTRUM-/S1BHS2-/DP Unite Mono Fabric Panel,Standard Base Raceway,30Wx48"H OPTION: Top Cap:/F:Flat trim (std) OPTION: Trim Color:/LG:Light Tone OPTION: Panel Fabric Side 1:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BHS1:BIRCH OPTION: Panel Fabric Side 2:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BHS2:BIRCH OPTION: Electrical Code:/DP:Domestic - with cutouts Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office		
29	2.00 Each	KI UMFR3648--/F-/LG-GRD1-2SUPHPECTRUM-/S1BHS1-GRD1-2SUPHPECTRUM-/S1BHS2-/DP Unite Mono Fabric Panel,Standard Base Raceway,36Wx48"H OPTION: Top Cap:/F:Flat trim (std) OPTION: Trim Color:/LG:Light Tone OPTION: Panel Fabric Side 1:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BHS1:BIRCH OPTION: Panel Fabric Side 2:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BHS2:BIRCH OPTION: Electrical Code:/DP:Domestic - with cutouts Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	324.50	649.00
30	2.00 Each	KI UMFR6048--/F-/LG-GRD1-2SUPHPECTRUM-/S1BHS1-GRD1-2SUPHPECTRUM-/S1BHS2-/DP Unite Mono Fabric Panel,Standard Base Raceway,60Wx48"H OPTION: Top Cap:/F:Flat trim (std) OPTION: Trim Color:/LG:Light Tone OPTION: Panel Fabric Side 1:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BHS1:BIRCH OPTION: Panel Fabric Side 2:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BHS2:BIRCH OPTION: Electrical Code:/DP:Domestic - with cutouts Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	455.50	911.00
31	5.00 Each	KI UNGDS24--/GLA-/LG Unite Glass Divider Screen,24Wx12"H OPTION: Glass Color:/GLA:Clear OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	153.00	765.00
32	10.00	KI	159.00	1,590.00



Pro Forma Invoice

Minnesota
224 S 1st St
Milwaukee, WI 53204
Phone: 414.273.3838
Email:
info@duetresourcegroup.com
Web: www.duetresourcegroup.com

Section 6, Item B.

Order Number	
Date	01/28/2025
Customer PO No	Signed Quote
Client Account	BREEZYMN
Sales Associate	Luke Abbott
Project Number	
Terms	50% DEPOSIT BAL ON RECEIPT
Page	6 of 27

Item No	Quantity	Description	Unit Price	Total Price
	Each	UNGDS30--/GLA-/LG Unite Glass Divider Screen,30Wx12"H OPTION: Glass Color:/GLA:Clear OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office		
33	2.00 Each	KI UNGDS36--/GLA-/LG Unite Glass Divider Screen,36Wx12"H OPTION: Glass Color:/GLA:Clear OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	175.00	350.00
34	2.00 Each	KI UNGDS60--/GLA-/LG Unite Glass Divider Screen,60Wx12"H OPTION: Glass Color:/GLA:Clear OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	225.50	451.00
35	2.00 Each	KI UPFT2448--/N-/DP-/LG Unite PC Panel Frame,Tile-to-Floor One Side,24Wx48"H OPTION: UBECODETTF:/N:No topcap OPTION: UBTRIMCLR:/DP:Domestic - with cutouts OPTION: /LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	120.00	240.00
36	4.00 Each	KI UPFT3048--/N-/DP-/LG Unite PC Panel Frame,Tile-to-Floor One Side,30Wx48"H OPTION: UBECODETTF:/N:No topcap OPTION: UBTRIMCLR:/DP:Domestic - with cutouts OPTION: /LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	127.00	508.00
37	2.00 Each	KI UPNLO2429--/74P-/LG Unite Support Leg,Non-Panel Mounted,Open,Supports 29" Peninsula Worksurface,24x27-3/4"H OPTION: Edge Style:/74P:74P edge OPTION: Trim Color:/LG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	124.00	248.00
38	2.00 Each	KI UTNS2442--/LG-GRD1-2SUPHPECTRUM-/S1BHS2 Unite PC Fabric Tile,Bottom or Monolithic Tile,24Wx42"H OPTION: UTNS2442:/LG:Light Tone OPTION: UTNSG1:GRD1:Fabric Grade 1 OPTION: Fabric Grade 1:2SUPHPECTRUM:2 Spectrum	82.00	164.00



Pro Forma Invoice

Minnesota
224 S 1st St
Milwaukee, WI 53204
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Email:
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Web: www.duetresourcegroup.com

Section 6, ItemB.

Order Number	
Date	01/28/2025
Customer PO No	Signed Quote
Client Account	BREEZYMN
Sales Associate	Luke Abbott
Project Number	
Terms	50% DEPOSIT BAL ON RECEIPT
Page	7 of 27

		OPTION: 2 Spectrum:/S1BHS2: Birch Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office		
39	4.00 Each	KI UTNS3042--/LG-GRD1-2SUPHPECTRUM-/S1BHS2 Unite PC Fabric Tile, Bottom or Monolithic Tile, 30Wx42"H OPTION: UTNS3042:/LG: Light Tone OPTION: UTNSVSG1:GRD1: Fabric Grade 1 OPTION: Fabric Grade 1: 2SUPHPECTRUM: 2 Spectrum OPTION: 2 Spectrum:/S1BHS2: Birch Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	92.00	368.00
40	3.00 Each	KI UWR2430-74P--/ERY-/N-/LG-Standard-/LRY Unite Rectangular Worksurface, 74P Edge, 24x30"W OPTION: Edge Color:/ERY: River Cherry edge OPTION: Grommet Option:/N: Grommet - No grommet OPTION: Grommet Color:/LG: Light Tone grommet OPTION: Laminate Color: Standard: KI Laminates OPTION: KI Laminates:/LRY: RIVER CHERRY LAM 7937-38 Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	135.50	406.50
41	4.00 Each	KI UWR2484-74P--/ERY-/C-/LG-Standard-/LRY Unite Rectangular Worksurface, 74P Edge, 24x84"W OPTION: Edge Color:/ERY: River Cherry edge OPTION: Grommet Option:/C: Grommet - Center OPTION: Grommet Color:/LG: Light Tone grommet OPTION: Laminate Color: Standard: KI Laminates OPTION: KI Laminates:/LRY: RIVER CHERRY LAM 7937-38 Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	246.00	984.00
42	1.00 Each	KI UWR2496-74P--/ERY-/C-/LG-Standard-/LRY Unite Rectangular Worksurface, 74P Edge, 24x96"W OPTION: Edge Color:/ERY: River Cherry edge OPTION: Grommet Option:/C: Grommet - Center OPTION: Grommet Color:/LG: Light Tone grommet OPTION: Laminate Color: Standard: KI Laminates OPTION: KI Laminates:/LRY: RIVER CHERRY LAM 7937-38 Mark Line For: Tag TG: Phase 1 Tag GC: 113 Open Office	255.00	255.00
43	2.00 Each	KI AKDSRB2472--/LRY-/LBRY Orenda Desk Shell Rectangle 24x72, 29"H Flush Back Panel, 1 Full End Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY: River Cherry OPTION: Base Laminate:/LBRY: River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	429.00	858.00



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44	1.00 Each	KI AKDSRC2430--/LRY-/LBRY Orenda Desk Shell Rectangle 24x30, 29"H Flush Back Panel, 2 Recessed End Panels, Full Mod. Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	333.50	333.50
45	3.00 Each	KI AKPKYS1 Orenda Key Alike Lock Set 1 Lock Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	6.00	18.00
46	1.00 Each	KI AKPKYS2 Orenda Key Alike Lock Set 2 Locks Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	12.50	12.50
47	1.00 Each	KI AKPTKE54--GRD1-2SUPHPECTRUM-/S1BH Orenda Tackboard 19"H x 52"W OPTION: Tackboard Fabric:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BH:BIRCH Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	127.00	127.00
48	1.00 Each	KI AKSFP151922--/ZS-/WL-/LRY Orenda Mobile Pedestal File 15"Wx22"H Box/File, 1" TFL Smooth Edge OPTION: Pull Option:/ZS:Straight pull - Painted Silver OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	482.00	482.00
49	1.00 Each	KI AKSUL301928--/ZS-/WL-/LRY Orenda Under Desk Lateral File 2 Drawer 30"W, 1" TFL Smooth Edge OPTION: Pull Option:/ZS:Straight pull - Painted Silver OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	672.50	672.50
50	1.00 Each	KI AKSUL361928--/ZS-/WL-/LRY Orenda Under Desk Lateral File 2 Drawer 36"W, 1" TFL Smooth Edge OPTION: Pull Option:/ZS:Straight pull - Painted Silver OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) - 1 Lock	690.00	690.00



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Item #	Quantity	Description	Unit Price	Total Price
		OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office		
51	1.00 Each	KI AKSWC5422--/WL-/LRY Orenda Overhead Wall Mount With 3 Laminate Doors 54"W, 22"H 1" TFL Smooth Edge OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) - 2 Locks OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	660.00	660.00
52	1.00 Each	KI CZBMP66--/CM CZ Steel Modesty Panel 60-1/2" W OPTION: Paint Color:/CM:Champagne Metallic Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	165.50	165.50
53	1.00 Each	KI LEDTK.44.SGL.GN Single Shelf/Cabinet LED Task Light,44"W, for 54" and Larger Overhead/Shelf Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	132.00	132.00
54	1.00 Each	KI S24403736V1--MODIFIED-/LRY-DIMENSIONAL - SURFACE SHAPE/SIZE *Modified-Orenda Top Only for Toggle C Base, Rectangle 24"x72", 1" TFL Smooth Edge OPTION: Grommet Option:MODIFIED:Grommet Left of Corner as Sitting at Desk OPTION: Top Laminate:/LRY:River Cherry OPTION: Modified:DIMENSIONAL - SURFACE SHAPE/SIZE:Top For Togg Square Shoe Base - 24x72x48x24 Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	232.50	232.50
55	1.00 Each	KI TG.TROUGH.48--/SL Toggle Wire Trough 24" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	46.00	46.00
56	1.00 Each	KI TG.TROUGH.72--/SL Toggle Wire Trough 48" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	65.50	65.50
57	1.00 Each	KI TGBO.3EL24--.SL Toggle Square Shoe Table, Triple Motor Electric Base Only, 24"	1,149.00	1,149.00



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Item #	Quantity	Description	Unit Price	Total Price
		OPTION: Base Finish:..SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office		
58	2.00 Each	KI USPLPL Unite Splice Plate,For 24 & 30" Deep Worksurfaces Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	4.50	9.00
59	1.00 Each	Humanscale X22DB--S M/Flex Monitor arm configuration for two monitors with two 4in straight/angled link/dynamic link arms, two-piece clamp mount base and no post OPTION: S:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 116 Office	376.07	376.07
60	1.00 Each	KI AKDSRB2460--/LRY-/LBRY Orenda Desk Shell Rectangle 24x60, 29"H Flush Back Panel, 1 Full End Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	403.50	403.50
61	1.00 Each	KI AKDSRB2466--/LRY-/LBRY Orenda Desk Shell Rectangle 24x66, 29"H Flush Back Panel, 1 Full End Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	417.00	417.00
62	1.00 Each	KI AKDSRC2430--/LRY-/LBRY Orenda Desk Shell Rectangle 24x30, 29"H Flush Back Panel, 2 Recessed End Panels, Full Mod. Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	333.50	333.50
63	2.00 Each	KI AKPKYS1 Orenda Key Alike Lock Set 1 Lock Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	6.00	12.00
64	1.00 Each	KI AKPKYS2 Orenda Key Alike Lock Set 2 Locks Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	12.50	12.50



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65	1.00 Each	KI AKPTKE54--GRD1-2SUPHPECTRUM-/S1BH Orenda Tackboard 19"H x 52"W OPTION: Tackboard Fabric:GRD1: Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BH:BIRCH Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	127.00	127.00
66	1.00 Each	KI AKSUPF151928--/ZS-/WL-/LRY Orenda Under Desk Full Height Pedestal File, File/File, 1" TFL Smooth Edge OPTION: Pull Option:/ZS: Straight pull - Painted Silver OPTION: Lock Option:/WL: Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY: River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	489.50	489.50
67	1.00 Each	KI AKSUPU151928--/ZS-/WL-/LRY Orenda Under Desk Full Height Pedestal File, Box/Box/File, 1" TFL Smooth Edge OPTION: Pull Option:/ZS: Straight pull - Painted Silver OPTION: Lock Option:/WL: Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY: River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	592.50	592.50
68	1.00 Each	KI AKSWC5422--/WL-/LRY Orenda Overhead Wall Mount With 3 Laminate Doors 54"W, 22"H 1" TFL Smooth Edge OPTION: Lock Option:/WL: Locking-no lock core (ordered separately with kits) - 2 Locks OPTION: Laminate:/LRY: River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	660.00	660.00
69	1.00 Each	KI CZBMP66--/CM CZ Steel Modesty Panel 60-1/2" W OPTION: Paint Color:/CM: Champagne Metallic Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	165.50	165.50
70	1.00 Each	KI LEDTK.44.SGL.GN Single Shelf/Cabinet LED Task Light, 44"W, for 54" and Larger Overhead/Shelf Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	132.00	132.00
71	1.00 Each	KI S24403736V1--MODIFIED-/LRY-DIMENSIONAL - SURFACE SHAPE/SIZE *Modified-Orenda Top Only for Toggle C Base, Rectangle 24"x72", 1" TFL	232.50	232.50



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		Smooth Edge OPTION: Grommet Option:MODIFIED:Grommet Right of Corner as Sitting at Desk OPTION: Top Laminate:/LRY:River Cherry OPTION: Modified:DIMENSIONAL - SURFACE SHAPE/SIZE:Top For Toggl Square Shoe Base - 24x72x48x24 Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office		
72	1.00 Each	KI TG.TROUGH.48--/SL Toggle Wire Trough 24" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	46.00	46.00
73	1.00 Each	KI TG.TROUGH.72--/SL Toggle Wire Trough 48" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	65.50	65.50
74	1.00 Each	KI TGBO.3EL24--.SL Toggle Square Shoe Table, Triple Motor Electric Base Only, 24" OPTION: Base Finish:./SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	1,149.00	1,149.00
75	2.00 Each	KI USPLPL Unite Splice Plate, For 24 & 30" Deep Worksurfaces Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	4.50	9.00
76	1.00 Each	Humanscale X22DB--S M/Flex Monitor arm configuration for two monitors with two 4in straight/angled link/dynamic link arms, two-piece clamp mount base and no post OPTION: S:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 118 Office	376.07	376.07
77	1.00 Each	KI AKDSRB2460--/LRY-/LBRY Orenda Desk Shell Rectangle 24x60, 29"H Flush Back Panel, 1 Full End Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	403.50	403.50
78	1.00 Each	KI AKDSRB2466--/LRY-/LBRY Orenda Desk Shell Rectangle 24x66, 29"H Flush Back Panel, 1 Full End Panel,	417.00	417.00



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		1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office		
79	1.00 Each	KI AKDSRC2430--/LRY-/LBRY Orenda Desk Shell Rectangle 24x30, 29"H Flush Back Panel, 2 Recessed End Panels, Full Mod. Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	333.50	333.50
80	2.00 Each	KI AKPKYS1 Orenda Key Alike Lock Set 1 Lock Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	6.00	12.00
81	1.00 Each	KI AKPKYS2 Orenda Key Alike Lock Set 2 Locks Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	12.50	12.50
82	1.00 Each	KI AKPTKE54--GRD1-2SUPHPECTRUM-/S1BH Orenda Tackboard 19"H x 52"W OPTION: Tackboard Fabric:GRD1: Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BH:BIRCH Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	127.00	127.00
83	1.00 Each	KI AKSUPF151928--/ZS-/WL-/LRY Orenda Under Desk Full Height Pedestal File, File/File, 1" TFL Smooth Edge OPTION: Pull Option:/ZS: Straight pull - Painted Silver OPTION: Lock Option:/WL: Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	489.50	489.50
84	1.00 Each	KI AKSUPU151928--/ZS-/WL-/LRY Orenda Under Desk Full Height Pedestal File, Box/Box/File, 1" TFL Smooth Edge OPTION: Pull Option:/ZS: Straight pull - Painted Silver OPTION: Lock Option:/WL: Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	592.50	592.50



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Item #	Quantity	Description	Unit Price	Total Price
85	1.00 Each	KI AKSWC5422--/WL-/LRY Orenda Overhead Wall Mount With 3 Laminate Doors 54"W, 22"H 1" TFL Smooth Edge OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) - 2 Locks OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	660.00	660.00
86	1.00 Each	KI CZBMP66--/CM CZ Steel Modesty Panel 60-1/2" W OPTION: Paint Color:/CM:Champagne Metallic Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	165.50	165.50
87	1.00 Each	KI LEDTK.44.SGL.GN Single Shelf/Cabinet LED Task Light,44"W, for 54" and Larger Overhead/Shelf Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	132.00	132.00
88	1.00 Each	KI S24403736V1--MODIFIED-/LRY-DIMENSIONAL - SURFACE SHAPE/SIZE *Modified-Orenda Top Only for Toggle C Base, Rectangle 24"x72", 1" TFL Smooth Edge OPTION: Grommet Option:MODIFIED:Grommet Right of Corner as Sitting at Desk OPTION: Top Laminate:/LRY:River Cherry OPTION: Modified:DIMENSIONAL - SURFACE SHAPE/SIZE:Top For Togg Square Shoe Base - 24x72x48x24 Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	232.50	232.50
89	1.00 Each	KI TG.TROUGH.48--/SL Toggle Wire Trough 24" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	46.00	46.00
90	1.00 Each	KI TG.TROUGH.72--/SL Toggle Wire Trough 48" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	65.50	65.50
91	1.00 Each	KI TGBO.3EL24--.SL Toggle Square Shoe Table, Triple Motor Electric Base Only, 24" OPTION: Base Finish: .SL: Silver Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	1,149.00	1,149.00
92	2.00		4.50	9.00



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Item	Quantity	Description	Unit Price	Total Price
	Each	KI USPLPL Unite Splice Plate, For 24 & 30" Deep Worksurfaces Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office		
93	1.00 Each	Humanscale X22DB--S M/Flex Monitor arm configuration for two monitors with two 4in straight/angled link/dynamic link arms, two-piece clamp mount base and no post OPTION: S:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 119 Office	376.07	376.07
94	2.00 Each	KI AKDSRB2472--/LRY-/LBRY Orenda Desk Shell Rectangle 24x72, 29"H Flush Back Panel, 1 Full End Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	429.00	858.00
95	1.00 Each	KI AKDSRC2430--/LRY-/LBRY Orenda Desk Shell Rectangle 24x30, 29"H Flush Back Panel, 2 Recessed End Panels, Full Mod. Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	333.50	333.50
96	2.00 Each	KI AKPKYS1 Orenda Key Alike Lock Set 1 Lock Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	6.00	12.00
97	1.00 Each	KI AKPKYS2 Orenda Key Alike Lock Set 2 Locks Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	12.50	12.50
98	1.00 Each	KI AKPTKE54--GRD1-2SUPHPECTRUM-/S1BH Orenda Tackboard 19"H x 52"W OPTION: Tackboard Fabric:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BH:BIRCH Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	127.00	127.00
99	1.00 Each	KI AKSUPF151928--/ZS-/WL-/LRY Orenda Under Desk Full Height Pedestal File, File/File, 1" TFL Smooth Edge	489.50	489.50



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		OPTION: Pull Option:/ZS: Straight pull - Painted Silver OPTION: Lock Option:/WL: Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY: River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office		
100	1.00 Each	KI AKSUPU151928--/ZS-/WL-/LRY Orenda Under Desk Full Height Pedestal File, Box/Box/File, 1" TFL Smooth Edge OPTION: Pull Option:/ZS: Straight pull - Painted Silver OPTION: Lock Option:/WL: Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY: River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	592.50	592.50
101	1.00 Each	KI AKSWC5422--/WL-/LRY Orenda Overhead Wall Mount With 3 Laminate Doors 54"W, 22"H 1" TFL Smooth Edge OPTION: Lock Option:/WL: Locking-no lock core (ordered separately with kits) - 2 Locks OPTION: Laminate:/LRY: River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	660.00	660.00
102	1.00 Each	KI CZBMP66--/CM CZ Steel Modesty Panel 60-1/2" W OPTION: Paint Color:/CM: Champagne Metallic Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	165.50	165.50
103	1.00 Each	KI LEDTK.44.SGL.GN Single Shelf/Cabinet LED Task Light, 44"W, for 54" and Larger Overhead/Shelf Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	132.00	132.00
104	1.00 Each	KI S24403737V1--/N-/LRY-DIMENSIONAL - SURFACE SHAPE/SIZE *Modified-Orenda Top Only for Toggle C Base, Rectangle 24"x72", 1" TFL Smooth Edge OPTION: Grommet Option:/N: No grommet OPTION: Top Laminate:/LRY: River Cherry OPTION: Modified: DIMENSIONAL - SURFACE SHAPE/SIZE: Top For Toggle Square Shoe Base - 24x48x72x24 Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	232.50	232.50
105	1.00 Each	KI TG.TROUGH.48--/SL Toggle Wire Trough 24" Actual Length OPTION: Trough Color:/SL: Silver	46.00	46.00



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		Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office		
106	1.00 Each	KI TG.TROUGH.72--/SL Toggle Wire Trough 48" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	65.50	65.50
107	1.00 Each	KI TGBO.3EL24--.SL Toggle Square Shoe Table, Triple Motor Electric Base Only, 24" OPTION: Base Finish:.SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	1,149.00	1,149.00
108	2.00 Each	KI USPLPL Unite Splice Plate, For 24 & 30" Deep Worksurfaces Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	4.50	9.00
109	1.00 Each	Humanscale X22DB--S M/Flex Monitor arm configuration for two monitors with two 4in straight/angled link/dynamic link arms, two-piece clamp mount base and no post OPTION: S:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 120 Office	376.07	376.07
110	2.00 Each	KI AKDSRB2472--/LRY-/LBRY Orenda Desk Shell Rectangle 24x72, 29"H Flush Back Panel, 1 Full End Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	429.00	858.00
111	1.00 Each	KI AKDSRC2430--/LRY-/LBRY Orenda Desk Shell Rectangle 24x30, 29"H Flush Back Panel, 2 Recessed End Panels, Full Mod. Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	333.50	333.50
112	2.00 Each	KI AKPKYS1 Orenda Key Alike Lock Set 1 Lock Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	6.00	12.00
113	1.00 Each	KI AKPKYS2	12.50	12.50



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Section 6, ItemB.

Order Number	
Date	01/28/2025
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Item ID	Quantity	Description	Unit Price	Total Price
		Orenda Key Alike Lock Set 2 Locks Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office		
114	1.00 Each	KI AKPTKE54--GRD1-2SUPHPECTRUM-/S1BH Orenda Tackboard 19"H x 52"W OPTION: Tackboard Fabric:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BH:BIRCH Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	127.00	127.00
115	1.00 Each	KI AKSUPF151928--/ZS-/WL-/LRY Orenda Under Desk Full Height Pedestal File, File/File, 1" TFL Smooth Edge OPTION: Pull Option:/ZS:Straight pull - Painted Silver OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	489.50	489.50
116	1.00 Each	KI AKSUPU151928--/ZS-/WL-/LRY Orenda Under Desk Full Height Pedestal File, Box/Box/File, 1" TFL Smooth Edge OPTION: Pull Option:/ZS:Straight pull - Painted Silver OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	592.50	592.50
117	1.00 Each	KI AKSWC5422--/WL-/LRY Orenda Overhead Wall Mount With 3 Laminate Doors 54"W, 22"H 1" TFL Smooth Edge OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) - 2 Locks OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	660.00	660.00
118	1.00 Each	KI CZBMP66--/CM CZ Steel Modesty Panel 60-1/2" W OPTION: Paint Color:/CM:Champagne Metallic Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	165.50	165.50
119	1.00 Each	KI LEDTK.44.SGL.GN Single Shelf/Cabinet LED Task Light,44"W, for 54" and Larger Overhead/Shelf Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	132.00	132.00



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120	1.00 Each	KI S24403736V1--MODIFIED-/LRY-DIMENSIONAL - SURFACE SHAPE/SIZE *Modified-Orenda Top Only for Toggle C Base, Rectangle 24"x72", 1" TFL Smooth Edge OPTION: Grommet Option:MODIFIED:Grommet Right of Corner as Sitting at Desk OPTION: Top Laminate:/LRY:River Cherry OPTION: Modified:DIMENSIONAL - SURFACE SHAPE/SIZE:Top For Togg Square Shoe Base - 24x72x48x24 Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	232.50	232.50
121	1.00 Each	KI TG.TROUGH.48--/SL Toggle Wire Trough 24" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	46.00	46.00
122	1.00 Each	KI TG.TROUGH.72--/SL Toggle Wire Trough 48" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	65.50	65.50
123	1.00 Each	KI TGBO.3EL24--.SL Toggle Square Shoe Table, Triple Motor Electric Base Only, 24" OPTION: Base Finish:.SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	1,149.00	1,149.00
124	2.00 Each	KI USPLPL Unite Splice Plate, For 24 & 30" Deep Worksurfaces Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	4.50	9.00
125	1.00 Each	Humanscale X22DB--S M/Flex Monitor arm configuration for two monitors with two 4in straight/angled link/dynamic link arms, two-piece clamp mount base and no post OPTION: S:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 121 Office	376.07	376.07
126	2.00 Each	KI AKDSRB2472--/LRY-/LBRY Orenda Desk Shell Rectangle 24x72, 29"H Flush Back Panel, 1 Full End Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	429.00	858.00
127	1.00		333.50	333.50



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Item No	Quantity	Description	Unit Price	Total Price
	Each	KI AKDSRC2430--/LRY-/LBRY Orenda Desk Shell Rectangle 24x30, 29"H Flush Back Panel, 2 Recessed End Panels, Full Mod. Panel, 1" TFL Smooth Edge OPTION: Top Laminate:/LRY:River Cherry OPTION: Base Laminate:/LBRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office		
128	2.00 Each	KI AKPKYS1 Orenda Key Alike Lock Set 1 Lock Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	6.00	12.00
129	1.00 Each	KI AKPKYS2 Orenda Key Alike Lock Set 2 Locks Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	12.50	12.50
130	1.00 Each	KI AKPTKE54--GRD1-2SUPHPECTRUM-/S1BH Orenda Tackboard 19"H x 52"W OPTION: Tackboard Fabric:GRD1:Fabric Grade 1 OPTION: VSG1 Fabric:2SUPHPECTRUM:2 SPECTRUM OPTION: 2 SPECTRUM:/S1BH:BIRCH Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	127.00	127.00
131	1.00 Each	KI AKSUPF151928--/ZS-/WL-/LRY Orenda Under Desk Full Height Pedestal File, File/File, 1" TFL Smooth Edge OPTION: Pull Option:/ZS:Straight pull - Painted Silver OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	489.50	489.50
132	1.00 Each	KI AKSUPU151928--/ZS-/WL-/LRY Orenda Under Desk Full Height Pedestal File, Box/Box/File, 1" TFL Smooth Edge OPTION: Pull Option:/ZS:Straight pull - Painted Silver OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) - 1 Lock OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	592.50	592.50
133	1.00 Each	KI AKSWC5422--/WL-/LRY Orenda Overhead Wall Mount With 3 Laminate Doors 54"W, 22"H 1" TFL Smooth Edge OPTION: Lock Option:/WL:Locking-no lock core (ordered separately with kits) -	660.00	660.00



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		2 Locks OPTION: Laminate:/LRY:River Cherry Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office		
134	1.00 Each	KI CZBMP66--/CM CZ Steel Modesty Panel 60-1/2" W OPTION: Paint Color:/CM:Champagne Metallic Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	165.50	165.50
135	1.00 Each	KI LEDTK.44.SGL.GN Single Shelf/Cabinet LED Task Light,44"W, for 54" and Larger Overhead/Shelf Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	132.00	132.00
136	1.00 Each	KI S24403736V1--MODIFIED-/LRY-DIMENSIONAL - SURFACE SHAPE/SIZE *Modified-Orenda Top Only for Toggle C Base, Rectangle 24"x72", 1" TFL Smooth Edge OPTION: Grommet Option:MODIFIED:Grommet Right of Corner as Sitting at Desk OPTION: Top Laminate:/LRY:River Cherry OPTION: Modified:DIMENSIONAL - SURFACE SHAPE/SIZE:Top For Toggle Square Shoe Base - 24x72x48x24 Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	232.50	232.50
137	1.00 Each	KI TG.TROUGH.48--/SL Toggle Wire Trough 24" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	46.00	46.00
138	1.00 Each	KI TG.TROUGH.72--/SL Toggle Wire Trough 48" Actual Length OPTION: Trough Color:/SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	65.50	65.50
139	1.00 Each	KI TGBO.3EL24--.SL Toggle Square Shoe Table, Triple Motor Electric Base Only, 24" OPTION: Base Finish:./SL:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	1,149.00	1,149.00
140	2.00 Each	KI USPLPL Unite Splice Plate, For 24 & 30" Deep Worksurfaces Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	4.50	9.00



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141	1.00 Each	Humanscale X22DB--S M/Flex Monitor arm configuration for two monitors with two 4in straight/angled link/dynamic link arms, two-piece clamp mount base and no post OPTION: S:Silver Mark Line For: Tag TG: Phase 1 Tag GC: 122 Office	376.07	376.07
142	12.00 Each	KI S7V/15305DFB--/LG-/KS-/SCL 700 Series Files Vert Files-Let Size-Fldr Bar-5 Drawers OPTION: Unit Color:/LG:Light Tone OPTION: Lock Option:/KS:Key standard OPTION: Lock Color:/SCL:Satin Chrome Mark Line For: Tag TG: Phase 1 Tag GC: A-3	1,043.00	12,516.00
143	2.00 Each	KI SCDA.BL Strive Chair Transport Dolly Mark Line For: Tag TG: Phase 1 Tag GC: A-6	279.50	559.00
144	1.00 Each	Grand Rapids Chair Company BWB-16-53-18--Walnut HDPE-Stack Black Bowen Bench OPTION: Walnut HDPE:Walnut HDPE OPTION: Stack Black:Stack Black Mark Line For: Tag TG: Phase 1 Tag GC: B-1	935.06	935.06
145	63.00 Each	KI SLCAP--/CM-/NFR-/PLG-/S Strive Four-Leg Cantilever Arm Chair,Poly OPTION: Frame Color:/CM:Champagne Metallic OPTION: Poly Seat & Back Color:/NFR:No Fire Retardant OPTION: Poly Seat & Back Color:/PLG:Light Tone OPTION: Glide Option:/S:Steel glides Mark Line For: Tag TG: Phase 1 Tag GC: C-1	165.00	10,395.00
146	30.00 Each	KI KIDE82B--/A-/BLBR-/NFR-GRPP1-FLOW-/27.334.151.P Diem Weight-Activated Task Chair, 1D Arms OPTION: Base Finish:/A:Aluminum base OPTION: Backrest Color:/BLBR:Black OPTION: Upholstery Grade/Color:/NFR:Compliance to TB 117-2013 OPTION: Upholstery Grade/Color:GRPP1:Pallas Fabric Group P1 OPTION: P1 Pallas Fabric:FLOW:FLOW OPTION: FLOW:/27.334.151.P:SIERRA Mark Line For: Tag TG: Phase 1 Tag GC: C-2	502.50	15,075.00
147	9.00 Each	KI SLNAUC--/CM-/NFR-GRPP1-ESSENCE-/29.099.011.P-/S--NFR-/PLG Strive Four-Leg Armless Chair w/Casters,Uph Seat	244.00	2,196.00



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		OPTION: Frame Color:/CM:Champagne Metallic OPTION: Upholstery Grade/Color:/NFR:Compliance to TB 117-2013 OPTION: Upholstery Grade/Color:GRPP1:Pallas Fabric Group P1 OPTION: P1 Pallas Fabric:ESSENCE:ESSENCE OPTION: ESSENCE:/29.099.011.P:MIRAGE OPTION: Caster Option:/S:Hard floor casters (black only) OPTION: Poly Seat & Back Color:/NFR:No Fire Retardant OPTION: Poly Seat & Back Color:/PLG:Light Tone Mark Line For: Tag TG: Phase 1 Tag GC: C-3		
148	8.00 Each	KI SLNAP--/CM-/NFR-/PLG-/S Strive Four-Leg Armless Chair,Poly OPTION: Frame Color:/CM:Champagne Metallic OPTION: Poly Seat & Back Color:/NFR:No Fire Retardant OPTION: Poly Seat & Back Color:/PLG:Light Tone OPTION: Glide Option:/S:Steel glides Mark Line For: Tag TG: Phase 1 Tag GC: C-4	127.00	1,016.00
149	8.00 Each	Grand Rapids Chair Company 6250BS-10--Cocoa-Pebble Grey-S--No Brady Backless Barstool - Wood Seat OPTION: Cocoa:Cocoa OPTION: Pebble Grey:Pebble Grey OPTION: S:Standard OPTION: ~:None OPTION: No:No Mark Line For: Tag TG: Phase 1 Tag GC: C-6	314.42	2,515.36
150	13.00 Each	KI PINR3060T-74P--/ERY-/CM-/4EC-/NNN-/NMP-LAMG1-LAMGRD1STD-/LRY Pirouette,Nesting Training,Rectangular,30x60",74P Edge OPTION: Edge Color:/ERY:River Cherry edge OPTION: Leg Finish:/CM:Champagne Metallic OPTION: Casters/Glides:/4EC:4 black casters w/silver hub (2 locking) OPTION: Grommet/Power Option:/NNN:No grommets, power, wire management/No cutouts OPTION: Modesty Panel:/NMP:No modesty panel OPTION: Laminate:LAMG1:Laminate Grade 1 OPTION: Laminate Finish:LAMGRD1STD:Grade 1 KI standard laminates OPTION: Grade 1 KI standard laminates:/LRY:RIVER CHERRY LAM 7937-38 Mark Line For: Tag TG: Phase 1 Tag GC: T-1	732.50	9,522.50
151	1.00 Each	KI TJBAT60168-74P--/ERY-LAMG1-LAMGRD1STD-/LRY-/NPA-/CM-/GLP-/MD2-/MBL-/15 Tributaire, Conference,Boat,60x168", 29"H,74P edge OPTION: Edge Color:/ERY:River Cherry edge OPTION: Laminate:LAMG1:Laminate Grade 1 OPTION: Laminate Finish:LAMGRD1STD:Grade 1 KI standard laminates OPTION: Grade 1 KI standard laminates:/LRY:RIVER CHERRY LAM 7937-38	3,238.00	3,238.00



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		OPTION: Polished Base Option:/NPA:No polished appearance base OPTION: Leg, Base or Frame Paint Finish:/CM:Champagne Metallic OPTION: Glides:/GLP:Glides - low profile OPTION: Power Option:/MD2:Modules, Dean in-surface w/USB-A/C (2) OPTION: Power Module Color:/MBL:Black OPTION: Cord Length:/15:15' cord length Mark Line For: Tag TG: Phase 1 Tag GC: T-2		
152	3.00 Each	KI TJCAR42-74P--/ERY-LAMG1-LAMGRD1STD-/LRY-/NPA-/CM-/GLP-/NNN Tributaire, Cafe X-Base, Rounded Square,42", 29"H,74P edge OPTION: Edge Color:/ERY:River Cherry edge OPTION: Laminate:LAMG1:Laminate Grade 1 OPTION: Laminate Finish:LAMGRD1STD:Grade 1 KI standard laminates OPTION: Grade 1 KI standard laminates:/LRY:RIVER CHERRY LAM 7937-38 OPTION: Polished Base Option:/NPA:No polished appearance base OPTION: Leg, Base or Frame Paint Finish:/CM:Champagne Metallic OPTION: Glides:/GLP:Glides - low profile OPTION: Power Option:/NNN:No grommets, power, wire management/No cutouts Mark Line For: Tag TG: Phase 1 Tag GC: T-3	579.50	1,738.50
153	1.00 Each	KI SEG4296L/NC--/ST-/NNN-Standard-/LRY-/NFT Serenade Gathering Table,Non-contrast Laminate,42x96"W,42"H OPTION: Modesty Panel:/ST:Stringer/half modesty panel OPTION: Grommet/Power Option:/NNN:No grommets or power OPTION: Laminate Color:Standard:KI Laminates OPTION: KI Laminates:/LRY:RIVER CHERRY LAM 7937-38 OPTION: Footrest:/NFT:No footrest Mark Line For: Tag TG: Phase 1 Tag GC: T-6	2,829.00	2,829.00
154	1.00 Each	KI PINR2460T-74P--/ERY-/MD1-/PUBL-/15-/CM-/4EC-/PMP-/FTFW-LAMG1- LAMGRD1STD-/LRY Pirouette,Nesting Training,Rectangular,24x60",74P Edge OPTION: Edge Color:/ERY:River Cherry edge OPTION: Grommet/Power Option:/MD1:Module, Dean in-surface w/USB-A/C w/ wire management (1) OPTION: Power Module Color:/PUBL:Black OPTION: Cord Length:/15:15' cord length OPTION: Leg Finish:/CM:Champagne Metallic OPTION: Casters/Glides:/4EC:4 black casters w/silver hub (2 locking) OPTION: Modesty Panel:/PMP:Polyester felt modesty panel OPTION: Polyester Felt Mod Panel Color:/FTFW:Fawn OPTION: Laminate:LAMG1:Laminate Grade 1 OPTION: Laminate Finish:LAMGRD1STD:Grade 1 KI standard laminates OPTION: Grade 1 KI standard laminates:/LRY:RIVER CHERRY LAM 7937-38 Mark Line For: Tag TG: Phase 1 Tag GC: T-7	984.50	984.50
155	1.00	KI	1,440.50	1,440.50



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	Each	ATMTDP2454-74P-WSR-S2--Standard-/LRY-/CM-/KS-/SCL-/ERY All Terrain Mobile Instructors Desk,Steel Door,Metric Pull,Right Worksurface,54" OPTION: Surface Finish:Standard:KI Laminates OPTION: KI Laminates:/LRY:RIVER CHERRY LAM 7937-38 OPTION: Unit Color:/CM:Champagne Metallic OPTION: Lock Option:/KS:Key standard OPTION: Lock Color:/SCL:Satin Chrome OPTION: Edge Color:/ERY:River Cherry edge Mark Line For: Tag TG: Phase 1 Tag GC: T-8		
156	14.00 Each	KI CRFS7216S-O--/PSTR-/NP-/ORY CrossRoads 72"H Shelving Starter-Single Face,16Dx37-1/2"W,Oak OPTION: End Panel:/PSTR:Straight panel OPTION: Back Panel:/NP:No back panel OPTION: Wood Finish:/ORY:River Cherry on Oak Mark Line For: Tag TG: Phase 2 Tag GC: A-1	1,367.50	19,145.00
157	2.00 Each	KI CRFD4224S-O--/PSTR-/BP-/ORY CrossRoads 42"H Shelving Starter-Double Face,24Dx37-1/2"W,Oak OPTION: End Panel:/PSTR:Straight panel OPTION: Back Panel:/BP:Back panel OPTION: Wood Finish:/ORY:River Cherry on Oak Mark Line For: Tag TG: Phase 2 Tag GC: A-2	1,213.00	2,426.00
158	17.00 Each	KI SLCAP--/CM-/NFR-/PLG-/S Strive Four-Leg Cantilever Arm Chair,Poly OPTION: Frame Color:/CM:Champagne Metallic OPTION: Poly Seat & Back Color:/NFR:No Fire Retardant OPTION: Poly Seat & Back Color:/PLG:Light Tone OPTION: Glide Option:/S:Steel glides Mark Line For: Tag TG: Phase 2 Tag GC: C-1	165.00	2,805.00
159	4.00 Each	KI SN11NC--/CST-E-2VUPHZIZANIA-/VZCL-/T05 Sonrisa Lounge Chair, Armless, Non-contrast OPTION: Base option:/CST:Casters OPTION: Non-contrast fabric:E:Fabric Grade E OPTION: Fabric:2VUPHZIZANIA:2V ZIZANIA OPTION: 2V ZIZANIA:/VZCL:CAMEL OPTION: Thread Color:/T05:Tonka Toast Mark Line For: Tag TG: Phase 2 Tag GC: C-5	1,140.50	4,562.00
160	4.00 Each	KI PINR3060T-74P--/ERY-/CM-/4EC-/NNN-/NMP-LAMG1-LAMGRD1STD-/LRY Pirouette,Nesting Training,Rectangular,30x60",74P Edge OPTION: Edge Color:/ERY:River Cherry edge OPTION: Leg Finish:/CM:Champagne Metallic	732.50	2,930.00



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		OPTION: Casters/Glides:/4EC:4 black casters w/silver hub (2 locking) OPTION: Grommet/Power Option:/NNN:No grommets, power, wire management/No cutouts OPTION: Modesty Panel:/NMP:No modesty panel OPTION: Laminate:LAMG1:Laminate Grade 1 OPTION: Laminate Finish:LAMGRD1STD:Grade 1 KI standard laminates OPTION: Grade 1 KI standard laminates:/LRY:RIVER CHERRY LAM 7937-38 Mark Line For: Tag TG: Phase 2 Tag GC: T-1		
161	1.00 Each	KI TJCAR42-74P--/ERY-LAMG1-LAMGRD1STD-/LRY-/NPA-/CM-/GLP-/NNN Tributaire, Cafe X-Base, Rounded Square,42", 29"H,74P edge OPTION: Edge Color:/ERY:River Cherry edge OPTION: Laminate:LAMG1:Laminate Grade 1 OPTION: Laminate Finish:LAMGRD1STD:Grade 1 KI standard laminates OPTION: Grade 1 KI standard laminates:/LRY:RIVER CHERRY LAM 7937-38 OPTION: Polished Base Option:/NPA:No polished appearance base OPTION: Leg, Base or Frame Paint Finish:/CM:Champagne Metallic OPTION: Glides:/GLP:Glides - low profile OPTION: Power Option:/NNN:No grommets, power, wire management/No cutouts Mark Line For: Tag TG: Phase 2 Tag GC: T-3	579.50	579.50
162	2.00 Each	KI SNT2121H21-73P--/GNY-/ERY-Standard-/LRY-/CM Sonrisa End Table, Square, 73P Edge, 21" x 21" x 21" OPTION: Glide option:/GNY:Nylon glides OPTION: Edge Color:/ERY:River Cherry edge OPTION: Laminate:Standard:KI Laminates OPTION: KI Laminates:/LRY:RIVER CHERRY LAM 7937-38 OPTION: Base Finish:/CM:Champagne Metallic Mark Line For: Tag TG: Phase 2 Tag GC: T-4	337.50	675.00
163	1.00 Each	KI SNT2430H16-73P--/GNY-/ERY-Standard-/LRY-/CM Sonrisa Rectangle Coffee Table, 24"x 30"x 16", 73P edge OPTION: Glide option:/GNY:Nylon glides OPTION: Edge Color:/ERY:River Cherry edge OPTION: Laminate:Standard:KI Laminates OPTION: KI Laminates:/LRY:RIVER CHERRY LAM 7937-38 OPTION: Base Finish:/CM:Champagne Metallic Mark Line For: Tag TG: Phase 2 Tag GC: T-5	362.50	362.50
164	1.00 Each	Grand Rapids Chair Company Freight Estimated Grand Rapids Chair Co Freight	383.76	383.76
165	1.00 Each	Fegely Services Delivery & Installation Phase 1 Installation	7,890.00	7,890.00
166	1.00	Fegely Services	4,370.00	4,370.00



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	Each	Delivery & Installation Phase 2 Installation		
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Order Sub-Total :		\$179,121.60
TOTAL ORDER :		\$179,121.60
Required Deposit 50.00% :		\$89,560.80

ACH payment to:
 Associated Bank, N.A.
 ABA: 075900575
 Account Number: 2912933765
 Remittance notice to Accounting@duetresourcegroup.com

TO: Mayor and City Council
FROM: Jerry Bohnsack, City Administrator
RE: Roofing Material
DATE: February 3, 2025



The Current scope of work anticipated that the New Addition shingles would be matched with the shingles on the existing building. The existing shingles are approximately ten years old.

Replacement of the shingles on the existing structure was not considered.

The new shingles have arrived and do not match the existing. (photo attached)

Options:

- Approve change order to tear off and replace shingles on existing structure \$36,840.00
- Utilize existing contract.





January 24, 2025

City of Breezy Point
8319 County Road 11
Breezy Point, MN 56472

RE: Breezy Point City Hall Addition & Renovation Proposal

Dear City Council,

We hereby submit our budget proposal for the re-roof of the existing building.

TOTAL \$36,840.00

Included in this proposal are the following clarifications:

- Replace roofing with 30yr GAF Timberline Shingle
- Includes ice & water and synthetic felt paper.
- Includes removal and disposal of all existing shingles.
- New aluminum drip-edge and valley flashing.

Exclusions:

- Replacing any roof sheathing or rotten materials.

Thank you for the opportunity to present this cost estimate for your consideration. If you have any questions or concerns, please contact me. If accepted, this will be put into Gordian/Sourcewell system to generate the final change amount. (appx. +/- 5%)

Sincerely,

Andy Pickar

Andy Pickar, Project Manager
HY-TEC CONSTRUCTION
OF BRAINERD, INC.

Acceptance: _____ Dated: _____



11360 Business 371, PO Box 621
Brainerd, MN 56401

(218) 829-8529 (218) 829-5383 FAX

Section 6, Item D.

Invoice Number : 14915
 Invoice Date : 01/28/2025
 Customer Number : BREE01
 Job Number : 24134
 Due Date : 02/28/2025

Sold To:

City of Breezy Point
8319 Co Rd 11

Breezy Point, MN 56472

Job:

Breezy Point City Hall
8319 Co Rd 11
Breezy Point, MN 56472

ALL INVOICES ARE DUE PER THE CONTRACT OR NET 30 DAYS. FINANCE CHARGES OF 18.0%/YR WILL BE ASSESSED ON ALL LATE INVOICE

Date	Description	Amount
01/28/2025	Pay Application #4	164,065.75
	GROSS BILLINGS :	164,065.75
	NET BILLINGS :	164,065.75

Thank You

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF ???

PAGES

TO OWNER: City of Breezy Point
8319 County Road 11
Breezy Point, MN 56472

PROJECT: Renovation of City Hall
Breezy Point, MN

APPLICATION NO: FOUR

Distribution to:

Section 6, Item D.

<input type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

PERIOD TO: January 31, 2025

FROM CONTRACTOR:
Hy-Tec Construction of Brainerd, Inc
PO Box 621, 11360 Business 371
Brainerd, MN 56401

VIA ARCHITECT: Widseth
7804 Industrial Park Rd S,
Baxter, MN 56425

PROJECT NO:

CONTRACT FOR: General Construction Work

CONTRACT DATE: August 28, 2024

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

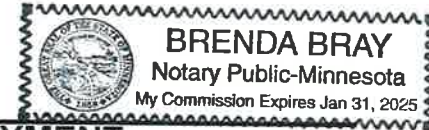
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	<u>2,946,721.06</u>
2. Net change by Change Orders	\$	
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	<u>2,946,721.06</u>
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	<u>628,957.33</u>
5. RETAINAGE:		
a. _____ % of Completed Work (Column D + E on G703)	\$	<u>0.00</u>
b. _____ % of Stored Material (Column F on G703)	\$	<u> </u>
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	<u>0.00</u>
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	<u>628,957.33</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	<u>464,891.58</u>
8. CURRENT PAYMENT DUE	\$	<u>164,065.75</u>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	<u>2,317,763.73</u>

CONTRACTOR: Hy-Tec Construction of Brainerd, Inc

By: [Signature] Date: January 28, 2025

State of Minnesota County of Crow Wing
Subscribed and sworn to before me this 28th day of January 2025
Notary Public: [Signature]
My Commission expires: 01/31/2025



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 164,065.75

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Widseth

By: [Signature] Date: January 28, 2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 2 OF X PAGES

Section 6, Item D.

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: **FOUR**

APPLICATION DATE: **01/28/2025**

PERIOD TO: **01/31/2025**

ARCHITECT'S PROJECT NO: **Breezy City Hall**

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
	General Requirements	\$50,719.47	\$12,679.87	\$3,550.36	\$0.00	\$16,230.23	32.00%	\$34,489.24	\$0.00
	Sitework	\$313,153.19	\$43,841.45	(\$0.00)	\$0.00	\$43,841.45	14.00%	\$269,311.74	\$0.00
	Utilities	\$199,054.60	\$9,952.73	\$0.00	\$0.00	\$9,952.73	5.00%	\$189,101.87	\$0.00
	Concrete	\$99,208.15	\$99,208.15	\$0.00	\$0.00	\$99,208.15	100.00%	\$0.00	\$0.00
	Masonry	\$119,862.05	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$119,862.05	\$0.00
	Metals	\$9,799.48	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$9,799.48	\$0.00
	Carpentry & Cabinets	\$326,636.61	\$146,986.47	\$94,724.62	\$0.00	\$241,711.09	74.00%	\$84,925.52	\$0.00
	Thermal & Moisture	\$219,185.35	\$43,837.07	\$21,918.54	\$0.00	\$65,755.61	30.00%	\$153,429.75	\$0.00
	Openings - Doors/Frames/Hardware	\$215,309.66	\$21,530.97	(\$0.00)	\$0.00	\$21,530.97	10.00%	\$193,778.69	\$0.00
	Finishes	\$269,018.43	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$269,018.43	\$0.00
	Specialties	\$79,611.55	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$79,611.55	\$0.00
	Furniture	\$128,692.06	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$128,692.06	\$0.00
	Fire Suppression	\$208,253.29	\$0.00	\$10,412.66	\$0.00	\$10,412.66	5.00%	\$197,840.63	\$0.00
	Plumbing	\$85,709.87	\$15,427.78	\$1,714.19	\$0.00	\$17,141.97	20.00%	\$68,567.90	\$0.00
	HVAC	\$161,192.70	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$161,192.70	\$0.00
	Electrical	\$396,817.19	\$71,427.09	\$31,745.38	\$0.00	\$103,172.47	26.00%	\$293,644.72	\$0.00
	Communication & Life Safety	\$64,497.41	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$64,497.41	\$0.00
	PAGE TOTALS	\$2,946,721.06	\$464,891.58	\$164,065.75	\$0.00	\$628,957.33	21.34%	\$2,317,763.73	\$0.00

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

24577

DATE: 12/31/2024

The undersigned hereby acknowledges receipt of the sum of \$67,609.27

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 12/19/2024

2. As payment for all labor, skill and material furnished or to be furnished (except the sum of \$ _____ retainage or holdback

3. As full and final payment for all labor, skill and material furnished or to be furnished

To the following described real property:(legal description, street address or project name and invoices)

Customer: City of Breezy Point

Project Name/No.: Breezy Point City Hall - 24134

Address: 8319 Co Rd 11, Breezy Point, MN56472

For value received the undersigned waives all rights acquired by the undersigned to record a mechanic's lien against said real property for labor, skill, or material furnished to said real property (only for the amount paid if line 1 is checked, and except for retainage show if line 2 is checked). The undersigned AFFIRMS that all material furnished by the undersigned has been paid for, AND ALL SUBCONTRACTORS/VENDORS retained by the undersigned have been PAID IN FULL, EXCEPT:

By: Builders FirstSource

Address: PO Box 365

Address: Pequot Lakes MN 56472

Signature: 

Title: _____

Date: 1/8/25

MICHELLE DONNELLY
CREDIT ANALYST
BUILDERS FIRSTSOURCE
3470 WASHINGTON DRIVE, STE 130
EAGAN, MN 55122
763-225-5528

Note: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

PLEASE MAIL/EMAIL THE COMPLETED LIEN WAIVER TO:

Hy-Tec Construction of Brainerd, Inc.

P.O. Box 621

Brainerd, MN 56401

www.hyteconstruction.com 218-829-5383 -Fax Office@hyteconstruction.com

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

24599

DATE: 01/08/2025

The undersigned hereby acknowledges receipt of the sum of \$4,508.00

CHECK ONLY ONE OR LINE 1 WILL APPLY.

As partial payment for labor, skill and material furnished or to be furnished as of 11/17/2024

2. As payment for all labor, skill and material furnished or to be furnished (except the sum of \$ retainage or holdback

3. As full and final payment for all labor, skill and material furnished or to be furnished

To the following described real property:(legal description, street address or project name and invoice(s)

Customer: City of Breezy Point
Project Name/No.: Breezy Point City Hall - 24134
Address: 8319 Co Rd 11, Breezy Point, MN56472

For value received the undersigned waives all rights acquired by the undersigned to record a mechanic's lien against said real property for labor, skill, or material furnished to said real property (only for the amount paid if line 1 is checked, and except for retainage show if line 2 is checked). The undersigned AFFIRMS that all material furnished by the undersigned has been paid for, AND ALL SUBCONTRACTORS/VENDORS retained by the undersigned have been PAID IN FULL, EXCEPT:

By: Shingledocker Concrete & Construction Inc.

Address: 516 Durado Dr.

Address: Pillager MN 56473

Signature: [Handwritten Signature]

Title: President

Date: 1/14/2025

Note: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

PLEASE MAIL/EMAIL THE COMPLETED LIEN WAIVER TO:

Hy-Tec Construction of Brainerd, Inc.

P.O. Box 621

Brainerd, MN 56401

www.hyteccconstruction.com 218-829-5383 -Fax Office@hyteccconstruction.com

DATE: 01/10/2025

The undersigned hereby acknowledges receipt of the sum of \$2,100.50

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 12/10/2024

2. As payment for all labor, skill and material furnished or to be furnished (except the sum of \$ _____ retainage or holdback

3. As full and final payment for all labor, skill and material furnished or to be furnished

To the following described real property:(legal description, street address or project name and invoices)

Customer: City of Breezy Point
Project Name/No.: Breezy Point City Hall - 24134
Address: 8319 Co Rd 11, Breezy Point, MN56472

For value received the undersigned waives all rights acquired by the undersigned to record a mechanic's lien against said real property for labor, skill, or material furnished to said real property (only for the amount paid if line 1 is checked, and except for retainage show if line 2 is checked). The undersigned AFFIRMS that all material furnished by the undersigned has been paid for, AND ALL SUBCONTRACTORS/VENDORS retained by the undersigned have been PAID IN FULL, EXCEPT:

By: Chosen Valley Testing Inc
Address: 414 37th North
Address: St Cloud MN 56303
Signature: [Handwritten Signature]
Title: Branch Manager
Date: 1-13-25

Note: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

PLEASE MAIL/EMAIL THE COMPLETED LIEN WAIVER TO:

Hy-Tec Construction of Brainerd, Inc.
P.O. Box 621
Brainerd, MN 56401
www.hytecconstruction.com 218-829-5383 -Fax Office@hytecconstruction.com

DATE: 01/10/2025

The undersigned hereby acknowledges receipt of the sum of \$604.83

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 12/03/2024

2. As payment for all labor, skill and material furnished or to be furnished (except the sum of \$ _____ retainage or holdback

3. As full and final payment for all labor, skill and material furnished or to be furnished

To the following described real property:(legal description, street address or project name and invoices)

Customer: City of Breezy Point
Project Name/No.: Breezy Point City Hall - 24134
Address: 8319 Co Rd 11, Breezy Point, MN56472

For value received the undersigned waives all rights acquired by the undersigned to record a mechanic's lien against said real property for labor, skill, or material furnished to said real property (only for the amount paid if line 1 is checked, and except for retainage show if line 2 is checked). The undersigned AFFIRMS that all material furnished by the undersigned has been paid for, AND ALL SUBCONTRACTORS/VENDORS retained by the undersigned have been PAID IN FULL, EXCEPT:

By: Fyles Satellites Inc
Address: PO Box 725
Address: Pine River MN 56474
Signature: [Signature]
Title: President
Date: 1/13/25

Note: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

PLEASE MAIL/EMAIL THE COMPLETED LIEN WAIVER TO:

Hy-Tec Construction of Brainerd, Inc.
P.O. Box 621
Brainerd, MN 56401
www.hytecconstruction.com 218-829-5383 -Fax Office@hytecconstruction.cc

DATE: 12/30/2024

The undersigned hereby acknowledges receipt of the sum of ___\$1,258.23___

CHECK ONLY ONE OR LINE 1 WILL APPLY.

 1. As partial payment for labor, skill and material furnished or to be furnished as of 11/19/2024

 2. As payment for all labor, skill and material furnished or to be furnished (except the sum of \$ retainage or holdback

X 3. As full and final payment for all labor, skill and material furnished or to be furnished

To the following described real property:(legal description, street address or project name and invoices)

Customer: City of Breezy Point
Project Name/No.: Breezy Point City Hall - 24134
Address: 8319 Co Rd 11, Breezy Point, MN56472

For value received the undersigned waives all rights acquired by the undersigned to record a mechanic's lien against said real property for labor, skill, or material furnished to said real property (only for the amount paid if line 1 is checked, and except for retainage show if line 2 is checked). The undersigned AFFIRMS that all material furnished by the undersigned has been paid for, AND ALL SUBCONTRACTORS/VENDORS retained by the undersigned have been PAID IN FULL, EXCEPT:

By: American Steel LLC
Address: PO Box 546
Address: Brainerd MN 56401
Signature: Abby Zell
Title: PO
Date: 12-30-24

Note: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

PLEASE MAIL/EMAIL THE COMPLETED LIEN WAIVER TO:

Hy-Tec Construction of Brainerd, Inc.
P.O. Box 621
Brainerd, MN 56401
www.hytecconstruction.com 218-829-5383 -Fax Office@hytecconstruction.com

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

24601

DATE: 01/08/2025

The undersigned hereby acknowledges receipt of the sum of \$2,625.00

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 12/20/2024

2. As payment for all labor, skill and material furnished or to be furnished (except the sum of \$ _____ retainage or holdback

3. As full and final payment for all labor, skill and material furnished or to be furnished

To the following described real property:(legal description, street address or project name and invoices)

Customer: City of Breezy Point
Project Name/No.: Breezy Point City Hall - 24134
Address: 8319 Co Rd 11, Breezy Point, MN56472

For value received the undersigned waives all rights acquired by the undersigned to record a mechanic's lien against said real property for labor, skill, or material furnished to said real property (only for the amount paid if line 1 is checked, and except for retainage show if line 2 is checked). The undersigned AFFIRMS that all material furnished by the undersigned has been paid for, AND ALL SUBCONTRACTORS/VENDORS retained by the undersigned have been PAID IN FULL, EXCEPT:

By: St. Germain's Cabinet, Inc
Address: 5724 Miller Trunk Hwy
Address: Duluth MN 55811
Signature: [Handwritten Signature]
Title: President
Date: 01/14/2025

Note: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

PLEASE MAIL/EMAIL THE COMPLETED LIEN WAIVER TO:

Hy-Tec Construction of Brainerd, Inc.
P.O. Box 621
Brainerd, MN 56401
www.hytecconstruction.com 218-829-5383 -Fax Office@hytecconstruction.com

53010

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

24595

DATE: 01/08/2025

The undersigned hereby acknowledges receipt of the sum of \$15,472.00

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 11/25/2024

2. As payment for all labor, skill and material furnished or to be furnished (except the sum of \$ retainage or holdback

3. As full and final payment for all labor, skill and material furnished or to be furnished

To the following described real property:(legal description, street address or project name and invoices)

Customer: City of Breezy Point
Project Name/No.: Breezy Point City Hall - 24134
Address: 8319 Co Rd 11, Breezy Point,MN56472

For value received the undersigned waives all rights acquired by the undersigned to record a mechanic's lien against said real property for labor, skill, or material furnished to said real property (only for the amount paid if line 1 is checked, and except for retainage show if line 2 is checked). The undersigned AFFIRMS that all material furnished by the undersigned has been paid for, AND ALL SUBCONTRACTORS/VENDORS retained by the undersigned have been PAID IN FULL, EXCEPT:

By: LUNDBERG PLUMBING & HTG
Address: 1075 2nd St. NW
Address: AITKIN MN 56431
Signature: Kimberly A Jones
Title: office manager
Date: 1/23/25

Note: If this instrument is executed by a corporation, it must be signed by an officer, and if executed by a partnership, it must be signed by a partner.

PLEASE MAIL/EMAIL THE COMPLETED LIEN WAIVER TO:

Hy-Tec Construction of Brainerd, Inc.
P.O. Box 621
Brainerd, MN 56401
www.hytecconstruction.com 218-829-5383 -Fax Office@hytecconstruction.com

HY-TEC CONSTRUCTION

PROJECT: BREEZY POINT CITY HALL

SUBJECT: Construction Meeting #6

PRESENT: Jerry Englemeyer – City of Breezy Point
Jerry Bohnsack – Breezy Point – jbohnsack@cityofbreezypointmn.us
Paul Houle – Breth Zenzen
Andy Pickar – Hy-Tec Const AndyP@hyteconstruction.com 218-820-3454
Lindsey Kriens – Widseth lindsey.kriens@widseth.com
Jake Francis – Jim’s Electric jakef@jimselectric.com
Brenda Bray – Hy-Tec Const BrendaB@hyteconstruction.com

DATE: January 23rd @ 10:00am

The following memorandum is submitted as representative of the items of information exchanged, actions agreed upon and discussions that took place. If no exceptions are received by Hy-Tec Construction within 5 working days of receipt of this memorandum, then it shall be deemed all are in agreement with the contents of the meeting minutes.

The next scheduled progress meeting is: February 6th @ 10:00am

Old Business:

- 1.1.11 Tier of communications
 - 1.1.21. Architect: (Lindsay Kriens, PM with Widseth)
 - 1.1.22. Owner: Jerry Bohnsack
 - 1.1.23. Hy-Tec Const. Superintendent (Andy Pickar PM, Mike Hines, Super)
 - 1.1.24. Subcontractors/Suppliers

- 1.1.12 Safety – will be discussed with each meeting. The open foundation is backfilled. Be sure the construction fence is secure to keep the public out. Dealing with weather – barricades around crane – temp fence is in place **Heaters coming next week. Temp fencing is set.**

- 1.3 Schedule

Overall Project Schedule Master schedule is in Procore. Last day of April for move in – Lindsay looking when she needs furniture order placed – thru Sourcewell. Also watch for ending date of grant for furniture.

 - o Still tying roof in – sheathing. Addition is done and working inside
 - o Start shingling next week – shingle color? Not tearing off entire existing building so just tying in so will match existing as best as possible. New will have to take awhile to fade to match the existing. Sent price to Jerry to re-shingle the entire roof to match. Must go thru the City Council for approval on February 3rd. If the entire roof is to be re-shingled, there will probably be a different color selected.
 - o Then start moving mech/elec RI’s inside
 - o Exterior siding color – is not available. Honeycomb & Chestnut are available. Diamondcote has a good warranty and is durable.
 - o Drip edge, fascia and soffit – trying to match. Make a transition point. Minimize the transition.
 - o Andy to present the proposal for the next council meeting.

- 1.4 Field Observations/Problems/Decisions - work hours - Tight on site with trusses onsite Roof tie-in is good.
New well for fire suppression – BZ did calcs and determined GPM is higher than anticipated. Option #1 to increase pump size from 40 to 50. Option #2 add draft stops to the roof system. Agreed to go with Option #2. Need recommendations on gyp or OSB for draft stops – will send to Ashley. Jim’s needs voltage of pump. Andy to follow up with Well installer.
- Power and service to well – water will supply both water needs and fire suppression. Domestic will have a check valve system so all water going to the fire suppression. Electrical service needs to be a dedicated from the transformer to the well pump – cannot go thru the building – must be direct. Will work with Widseth on design. Widseth will respond this morning yet. Crow Wing Power is looking at it and working with Jim’s Electric.
- 1.5 Shop Drawings – The plumbing fixtures are revise and resubmit. Kim stated that the well expansion tank are by well supplier. The Access Control and Fire Alarm were also revise and resubmit.
Lindsay – glass & glazing question on energy code. Jake will provide submittal on the data racks. Tom Lundberg has everything ordered. Harry got the access control & fire alarm shops into Widseth. Andy to get Finishes to Ashley (carpet, casework samples, stone, etc). Fire Alarm release yesterday but not group properly. Lindsey has door shops ready today. Not a lot left. Doors are configured. Finishes will be put into Procore for Lindsay’s review for stone, siding, casework.
- 1.6 RFI Status: Floor Box & Roof Bearing RFI’s are closed. No new RFI’s all closed. PR#1 went out on doors. PR#2 out shortly on accordion door and reception counter from laminate to quartz. Eliminating the wing wall? Significantly reduced the size and reducing beam in roof to an LVL. No RFI’s open. PR#1 is waiting for pricing. PR#2 is waiting for shop drawings – Lindsay needs material data (because of energy coding and cleaning).
- 1.7 Material Procurement: Andy needs to follow up on doors. None – concern on windows. Jake is missing some Gear – will verify. Well – state wants a review. BZ will be tentatively installing in the ceiling in about 2 weeks.
- 1.8 Quality Standards: Have had some testing and inspections. Andy will put in Documents in Procore. Drawings in Procore are current. None. Scott S will verify roof framing.
- 1.9 Other Contractor Items: Looking at matching shingles. Electrical design per plan except access control. See above. Temp heat next week. Jennifer needs PR#2. Schedule needs to be updated in Procore.
- 1.10 Design Team Items We will review building elevations and finishes on 11/26th with Deb and Joe. Council chambers will be emptied this Friday. Have final design on furniture package and should be able to release. Discuss with Janette on furniture package – direct purchase by Owner. Furniture has been ordered and looking at arrival date. Change order needs to be issued. – Andy will prepare for next council meeting. Lindsey will not be at next meeting – someone else from Widseth will attend.
- 1.11 Owner Items: Change orders will have to wait for council approval in February. Coordinate security system – new camera’s will be installed. On Systems take care of cameras. Not sure who has the police station. If 2 different contractors is there 2 different systems? Jerry wants to coordinate systems now. Andy to discuss with Jerry after meeting.

Schedule a meeting between Andy, Jerry, Lindsey and Mike Angland on what to present for council meeting – Tuesday the 28th is available. Submit everything on the 29th to the city for the agenda.

1.12.6 EVERYONE – SUBS & SUPPLIERS – Absolutely no markings, lettering, drawings, painting on any surface (whether covered up or not) on the jobsite.

Next meeting is scheduled for February 6th @ 10:00am

This concludes the progress meeting. Any revisions to this meeting must be submitted to Hy-Tec within 7 days of receipt of these minutes or the minutes stand as written.

TO: Mayor and City Council
FROM: Jerry Bohnsack, City Administrator
RE: Terminal Road – County Road 11
Breezy Point Land Holdings (Mike Wiebolt)
DATE: February 3, 2025



Breezy Land Holdings is proposing to construct a hardware store on vacant property adjacent to County Road 11 between Terminal Road and Red Oak Lane. The proposed hardware store has raised the question of sanitary sewer to service the site. (onsite system vs. municipal sewer extension)

There are two nearby sanitary sewer locations:

- 1) North side County Road 11 and Airport Road
- 2) South side County Road 11 and Robin Lane

Widseth Engineering has done some preliminary analysis on sewer extensions to service the site. Preliminary cost to extend sewer from Airport Road \$238,000.

Council Will need to decide whether the sanitary extension is warranted and if warranted determine an appropriate special assessment for the extension.

RULES AND REGULATIONS OF BOARD OF CROW WING COUNTY COMMISSIONERS FOR UTILITIES ON COUNTY MAINTAINED ROADWAYS

DEFINITION

Utility. Under this order "utility" shall mean and include all privately, publicly or co-operatively owned communication lines and facilities, any systems, lines and facilities for the distribution and transmission of electrical energy, oil, gas, water, sewer, steam and other pipe lines, railways, ditches, flumes or other structures which under the laws of this State or the ordinance of any town or city may be constructed, placed or maintained across, along or on county highway right of way. Dependent upon the meaning intended in the context, "utility" shall also mean the utility company, inclusive of any wholly owned subsidiary.

GENERAL

I. Except as otherwise permitted, utility construction and relocation on county highway right of way shall not be commenced until an application for a permit has been made and such permit granted. The permit sketch shall show the location of the proposed utility with reference to county highway centerline. A copy of the sketch shall be provided for each copy of such permit. The application shall be submitted a minimum of five working days prior to the anticipated start date.

II. Burning or disking operations and/or the use of chemicals to control or kill trees, brush and other vegetation is prohibited without prior approval from the County Highway Engineer.

III. All waterways and lines of drainage shall remain operative.

IV. Wherever topsoil and sod are disturbed they shall be replaced and maintained satisfactorily until the turf is established. The Utility shall be responsible for providing adequate erosion control and acquiring any additional permitting that may be required due to work in environmentally sensitive areas.

V. The utility facility and installation shall not interfere with any existing utility facilities on the county highway right of way.

VI. When necessary, barricades, warning devices and flagmen shall be provided, as required by the Minnesota Manual on Traffic Control Devices (MMUTCD), by the utility during all phases of their construction and maintenance operations on county highway right of way.

VII. At the time of construction of the utility and at the times of subsequent maintenance, prior approval shall be obtained from the County Highway Engineer and adjacent property owner for the cutting and trimming of trees within the county highway right of way. The utility shall advise the County Highway Engineer at least 48 hours in advance of its intent to start clearing and grubbing operation so that proper supervision can be provided.

VIII. The Utility shall notify the County Highway Engineer of its intent to perform service and maintenance operations which will interfere with the flow of traffic on county highways, and shall obtain his approval prior to performing such operations. However, the Company may perform service and maintenance operations on county highways including opening and disturbing the surface of the right of way without prior approval in those instances where an emergency exists that is dangerous to the life or safety of the public and which requires immediate repair. The Utility shall take all necessary and reasonable safety measures to protect the traveling public and shall notify the County Highway Engineer at the earliest possible moment.

IX. If any time Crow Wing County, acting through its Board of County Commissioners, shall deem it necessary to make any improvements or changes on all or any part of the right of way of the County Highway which affect a utility located on county highway right of way, then and in such event, the owner of the utility shall within 15 days after written notice from the Board of County Commissioners, or its authorized agent, proceed to alter, change, vacate or remove said utility from the county highway right of way so as to conform to said county highway changes and as directed by the Board of County Commissioners. Such work shall be done without any cost whatsoever to Crow Wing County and shall be completed within the date specified in said written notice. The Utility shall assume all liability and save Crow Wing County harmless from any and all claims of damage of any nature whatsoever occasioned by reason of not having removed said utility within the time specified in said notice.

X. The Utility shall assume all liability for, and save the County, its agents and employees, harmless from any and all claims for damages, actions or causes of action arising out of the work to be done herein and the continuing uses by the Utility, including but not limited to the placing, constructing, reconstructing, maintaining and using of said utility under this application and Permit.

XI. The Board of County Commissioners may require the Utility, or its contractor, to furnish a deposit in the form of a certified check, a surety bond or corporate undertaking, in favor of the Board of County Commissioners of Crow Wing County, for any expense incurred by the County in the repairing of damage to any portion of the county highway right of way caused by work performed under a Permit, including any out of the ordinary engineering supervision and inspection expense provided by the county. In those instances wherein a deposit is required, the amount of the deposit shall be specified in the Special Provisions of the permit. If a check is furnished, any monies remaining over and above such expense shall be returned to the applicant.

XII. The Permit as issued does not in any way imply an easement on private property.

XIII. The installations shall be made in conformity with all applicable laws, regulations and codes covering said installations. All installations shall be made in conformity with regulations of governmental agencies for the protection of the public.

XIV. Upon completion of an installation, the Utility shall restore the county highway right of way to its original condition. The Utility shall then notify the office of the County Highway Engineer of the completion of the work so that inspection can be made to determine its acceptability.

XV. Failure to comply with the Rules and Regulations or Special Provisions for any permit, by either the Utility or the installer, will result in future permits for both being denied until such time that compliance has been achieved. Unless a time continuance has been requested and approved, permits not being closed and accepted by the original completion date may also result in future permit denial.

AERIAL

I. There shall be only a single pole line on the county highway right of way on either side of the center line thereof.

II. Longitudinal installations on county highways shall normally be located in the outer five feet of the right of way. At crossings of the county highway, poles shall be placed at a minimum of thirty feet from the shoulder lines of the through roadbeds unless right of way widths are prohibitive to such location.

III. The location of all brace poles, anchors and anchor poles within the limits of the county highway right of way shall be approved by the County Highway Engineer.

IV. In those instances in which a Utility is issued a Permit or Permits for construction on both sides of the county highway right of way in a given area, such Permit is conditioned upon the Utility subsequently providing joint use to other Utilities upon reasonable terms mutually agreeable to the Utilities.

UNDERGROUND

I. All crossings of the roadbeds of the county highways shall be made by boring inside a casing or carrier pipe, or by jacking, unless this procedure is modified in the Special Provisions of the Permit. The auger shall not lead the casing or carrier pipe by more than one inch. Open trenching shall be restricted to the area from 5 feet beyond the shoulder to the right of way line except as modified in the Special Provisions of the Permit.

II. When pipes with bells or flanges are installed, the crossings of the roadbeds of the county highway shall be made by boring inside a conduit as provided in paragraph I of this section or jacking a conduit of sufficient diameter to permit threading the carrier pipe through it.

III. All voids caused by jacking or boring shall be filled by pressure grouting. The grout materials shall consist of a sand-cement slurry of at least two sacks of cement per cubic yard and a minimum of water to assure satisfactory placement.

IV. The underground utilities shall be so installed as virtually to preclude any necessity for disturbing the roadbeds to perform maintenance operations.

V. Underground installations shall be accomplished without damaging or destroying the principal root structure of specimen trees.

PRELIMINARY COST ESTIMATE
Breezy Point, MN
1/2/2025

BREEZY POINT HARDWARE STORE SANITARY SEWER EXTENSION (AIRPORT ROAD TO TERMINAL ROAD) (Approximately 348 LF)

ITEM NO.	SPEC NO.	ITEM DESCRIPTION	UNIT	CR-11	UNIT PRICE	AMOUNT
				APPROXIMATELY 348 LF CONTRACT QUANTITY		
1	2021.501	MOBILIZATION	LUMP SUM	1	\$15,000.00	\$15,000.00
2	2104.502	SALVAGE SIGN TYPE C	EACH	2	\$50.00	\$100.00
3	2104.502	SALVAGE SIGN TYPE SPECIAL	EACH	1	\$1,000.00	\$1,000.00
4	2104.503	REMOVE CURB AND GUTTER	LIN FT	60	\$3.50	\$210.00
5	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	6	\$10.00	\$60.00
6	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	230	\$4.00	\$920.00
7	2104.503	REMOVE GUARDRAIL-PLATE BEAM	LIN FT	130	\$8.00	\$1,040.00
8	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	378	\$10.00	\$3,777.78
9	2105.607	EXCAVATION SPECIAL - DRILL PIT	EACH	2	\$20,000.00	\$40,000.00
10	2106.607	SALVAGE AND REINSTALL AGGREGATE MATERIAL	CU YD	84	\$30.00	\$2,518.52
11	2211.507	AGGREGATE BASE CLASS 5 (CV)	CU YD	31	\$50.00	\$1,574.07
12	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	53	\$110.00	\$5,784.17
13	2360.509	TYPE SP 12.5 NON-WEARING COURSE MIX (2,C)	TON	63	\$110.00	\$6,978.89
14	2502.602	4" PVC CLEANOUT ASSEMBLY	EACH	1	\$1,250.00	\$1,250.00
15	2503.503	8" PVC PIPE SEWER	LIN FT	77	\$80.00	\$6,160.00
16	2503.602	8"x4" PVC WYE	EACH	1	\$500.00	\$500.00
17	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	1	\$5,000.00	\$5,000.00
18	2503.603	8" PVC PIPE SEWER - DIRECTIONAL DRILLED	LIN FT	348	\$130.00	\$45,240.00
19	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	EACH	1	\$5,500.00	\$5,500.00
20	2531.503	CONCRETE CURB & GUTTER DESIGN B624	LIN FT	60	\$40.00	\$2,400.00
21	2554.503	TRAFFIC BARRIER DESIGN B8338	LIN FT	130	\$40.00	\$5,200.00
22	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$10,000.00	\$10,000.00
23	2564.602	INSTALL SIGN TYPE C	EACH	2	\$100.00	\$200.00
24	2564.602	INSTALL SIGN TYPE SPECIAL	EACH	1	\$1,000.00	\$1,000.00
25	2573.502	STORM DRAIN INLET PROTECTION	EACH	2	\$200.00	\$400.00
26	2573.503	SILT FENCE, TYPE MS	LIN FT	200	\$4.00	\$800.00
27	2575.507	SCREENED TOPSOIL BORROW	CU YD	20	\$40.00	\$800.00
28	2575.505	SEEDING	ACRE	0.05	\$500.00	\$25.00
29	2575.508	SEED MIXTURE 25-151	POUND	20	\$7.00	\$140.00
30	2574.508	FERTILIZER TYPE 3 (10-10-20) (SEEDING)	POUND	15	\$2.50	\$38.00
31	2575.508	HYDRAULIC BONDED FIBER MATRIX	POUND	195	\$3.00	\$585.00
32	2621.481	MANHOLE EXCESS DEPTH	LIN FT	14.02	\$400.00	\$5,608.00

ESTIMATED CONSTRUCTION COST:	\$169,808.93	\$169,809.43
CONTINGENCIES (15%):	\$25,471.92	\$25,472.00
DESIGN:	\$19,528.94	\$19,529.00
CONSTRUCTION SERVICES:	\$23,433.93	\$23,434.00
TOTAL PROJECT COST:	\$238,243.72	\$238,243.72

UNPOLLUTED WATER. Clean water uncontaminated by industrial wastes, other wastes or any substance which renders the water unclean or noxious, or impure so as to be actually or potentially harmful or detrimental or injurious to public health, safety or welfare, to domestic, commercial, industrial or recreational use, or to livestock, wild animals, birds, fish or other aquatic life.

WASTEWATER FACILITIES. The structures, equipment and processes required to collect, carry away and treat domestic and industrial wastes and dispose of the effluent.

WASTEWATER TREATMENT WORKS or **TREATMENT WORKS.** An arrangement of devices and structures for treatment of wastewater, industrial waste and sludge. Sometimes used as synonymous for **WASTE TREATMENT PLANT, WASTEWATER TREATMENT PLANT, WATER POLLUTION CONTROL PLANT** or **SEWAGE TREATMENT PLANT.**

(Prior Code, § 3.20, Subd. 1) (Ord. 04-01-07, passed 4-2-2007, Ord. 14-01, 3rd Series, passed 1-06-2014)

§ 52.02 USE OF PUBLIC SEWERS.

(A) It is unlawful to discharge to any natural outlet within the city or in any area under the jurisdiction of the city, any sewage or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this section.

(B) Except as hereinafter provided, it is unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.

(C) The owner of any building or property which is located within the city and from which wastewater is discharged, shall be required to connect to a public sewer at his or her expense provided that the public sewer is within 300 feet of the structure generating wastewater and the public sewer is located in a public right-of-way or easement for sewer purposes adjacent to the property. The following timelines shall prevail regarding the requirement to connect:

- (1) Within 30 days if the system is determined to be an imminent threat to the public health or safety as part of compliance criteria in MN rules 7080.1500 Subpart 4(A) or as amended.

Brainerd/Baxter
7804 Industrial Park Road
Baxter MN 56425

218.829.5117
Baxter@Widseth.com
Widseth.com

MEMO

Date: February 3, 2025
To: Jerry Bohnsack and Breezy Point City Council
From: WIDSETH
Subject: Status of Capital Improvement Plan

Jerry Bohnsack and City of Breezy Point,

On January 16th, Widseth discussed two items that we requested feedback on, and presented a draft CIP to the Streets Committee. Topics discussed included street sign replacement and sewer line televising. The committee made a motion to go forward with the age replacement method of sign replacement, which was recommended by Widseth. The committee also made a motion to televise streets receiving full depth reclamation or full reconstruct as their next improvement, as well as areas where issues exist currently as needed.

Widseth is progressing through the Capital Improvement Plan, and the Streets Committee is providing valuable feedback on specific items. City staff expressed desire to continue utilizing the Streets Committee going forward to make recommendations for the plan and would like to see another draft at the February and March Committee meetings. It is now assumed that the CIP will be complete in April, depending on Committee feedback. This timeframe should be beneficial for the City as yearly budgeting meetings typically begin in July or August.

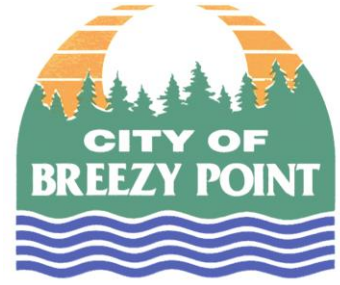
More information on the meeting can be found in the minutes from the Committee meeting, a short summary of the paved roads portion of the draft CIP presented at the Committee meeting is below.

- 113 paved roads totaling 43.6 miles (costs below are in 2024 estimated construction dollars)
 - Road Rating 1: 13%, 5.79 miles, routine maintenance for the next 10-15 years
 - Road maintenance cost not typically included in Capital Improvement Plan
 - Road Rating 2: 44%, 19.15 miles @ \$225,000 per mile, total \$4,300,000
 - Road Rating 3: 7%, 2.88 miles @ \$320,000 per mile, total \$950,000
 - Road Rating 4: 27%, 11.96 miles @ \$540,000 per mile, total \$6,400,000
 - Road Rating 5: 9%, 3.8 miles @ \$760,000 per mile, total \$3,000,000
- It is recommended to complete yearly spring road inspections to determine if any sections of roads are deteriorating faster than expected.
- As road ratings increase from 1 to 5, cost to improve the road increases
- Current budget of \$300,000 per year is similar to other communities like Breezy Point. However, this budget will not cover the cost to improve all of the roads in need of improvement in the next 10 years.
- It is recommended that the City improves roads every year, as it will be the most cost effective way to maintain the City's asset.

Widseth continues to progress through the CIP workplan and is receiving good feedback from staff and the Streets Committee that is pertinent to future City investments in its street and utility infrastructure.

Thank you,
Nick Peterson, EIT

TO: Mayor and City Council
FROM: Jerry Bohnsack, Interim City Administrator
RE: HKGI – Zoning
DATE: February 3, 2025



The City of Breezy Point has a contract with HKGI for services pertaining to Zoning Code update.

The contract was signed June 18, 2024 with anticipated completing of 18 months.

The consultant has begun assembling information and has done some preliminary mapping. (approx. 15% of total project)

We have had conversations with consultants to gauge their willingness to suspend the process until such time as there is a full staff and the staff is comfortable moving forward.

Consultant is willing to work with staff and delay the project.



**Breezy Point, MN
City Administrator
Recruitment and Selection Timeline**

Phase	Date	Item
Phase 1	Week of 12/9/24	Consultant meets via video with client representatives to understand their expectations for the
	12/16/24 - 12/20/24	Consultant conducts internal and/or external stakeholder discussions.
	12/25/2024	Government Offices Closed - Christmas Day
	Week of 12/23/24	Review consultant’s draft position announcement and schedule based on the stakeholder meetings and other feedback. Leadership approves position announcement for distribution on websites and social media. Recruitment begins.
	Week of 12/30/24	Consultant submits draft recruitment brochure text to leadership team for review and approval (Recruitment brochure is sent mid-recruitment to potential candidates and GovHR database.)
Phase 2	12/30/2024	Recruitment Begins - Posted 4 weeks
	1/1/2025	Government Offices Closed - New Years
	12/30/25 - 1/24/25	Consultant to provide weekly updates sent to leadership team for distribution.
	1/20/2025	Government Offices Closed - MLK
Phase 3	1/31/2025	Application deadline.
	01/27/25 - 2/14/25	Consultant conducts screening interviews, as well as additional due diligence. i.e. references checks, media searches.
Phase 4	2/17/2024	Government Offices Closed - Presidents Day
	Week of 2/17/25	Consultants send electronic book of candidate materials to leadership team.
	Week of 2/24/25	MGT meets with leadership team to review candidates and select interviewees, finalize structure of interviews and interviews questions.
Phase 5	Week of 3/3/25	Interview - Round 1: selected candidates (4 -5) - (virtual)
	Week of 3/17/25	Interview - Round 2: Interviews (2-3) and candidate selection (in person)
Phase 6	TBD - 4/7/2025	Appointment of Candidate
Phase 7	Mid April - Early May	Candidate Begins Work

City of Breezy Point

Cash, Cash Equivalants & Investments

As of December 31, 2024

Section 11, Item A.

	Cash	Money Market Funds	Certificates of Deposit	Gov't Bonds	Maturing	Estimated Yield	Prior 30-day Yield	
Pine River Checking	\$ 3,250,479.77							
Pine River Property Disposal	\$ 1,231.72							
Financial Northeastern Securities		\$ 1,191,267.61				4.41%	4.57%	↓ Monthly
PMA 4M Fund		\$ 1,789,540.24				4.50%	4.67%	↑ Monthly
Multi-Bank Securities (MBS)		\$ 415,763.75				3.60%	3.76%	↓ Monthly
Multi-Bank Securities (MBS)			\$ -		11/6/2024	1.95%	1.95%	Matured
Multi-Bank Securities (MBS)			\$ -		12/31/2024	1.76%	1.76%	Matured
Multi-Bank Securities (MBS)			\$ 991,870.00		3/13/2025			
Multi-Bank Securities (MBS)			\$ 127,805.18		5/28/2026	0.73%	0.73%	
Northland Securities		\$ 1,113,326.58				3.70%	3.86%	↓ Monthly
Northland Securities			\$ 236,812.10		12/11/2025	0.51%	0.51%	
Northland Securities			\$ 219,170.25		2/18/2026	1.79%	1.80%	↓ Monthly
Northland Securities			\$ 234,638.95		2/23/2027	2.03%	2.04%	↓ Monthly
Wells Fargo		\$ 513,248.42				4.13%	4.27%	↓ Monthly
Wells Fargo			\$ 243,696.60		3/31/2025	2.21%	2.21%	
Wells Fargo				\$ 235,609.15	2/25/2026	0.83%	0.83%	
Wells Fargo			\$ 206,565.18		9/25/2026	0.68%	0.69%	
Wells Fargo			\$ 234,264.10		2/17/2027	1.93%	1.93%	

TOTALS \$ 3,251,711.49 \$ 5,023,146.60 \$ 2,494,822.36 \$ 235,609.15

TOTAL ALL FUNDS \$ 11,005,289.60

City of Breezy Point

Fund Balances*

As of December 31, 2024

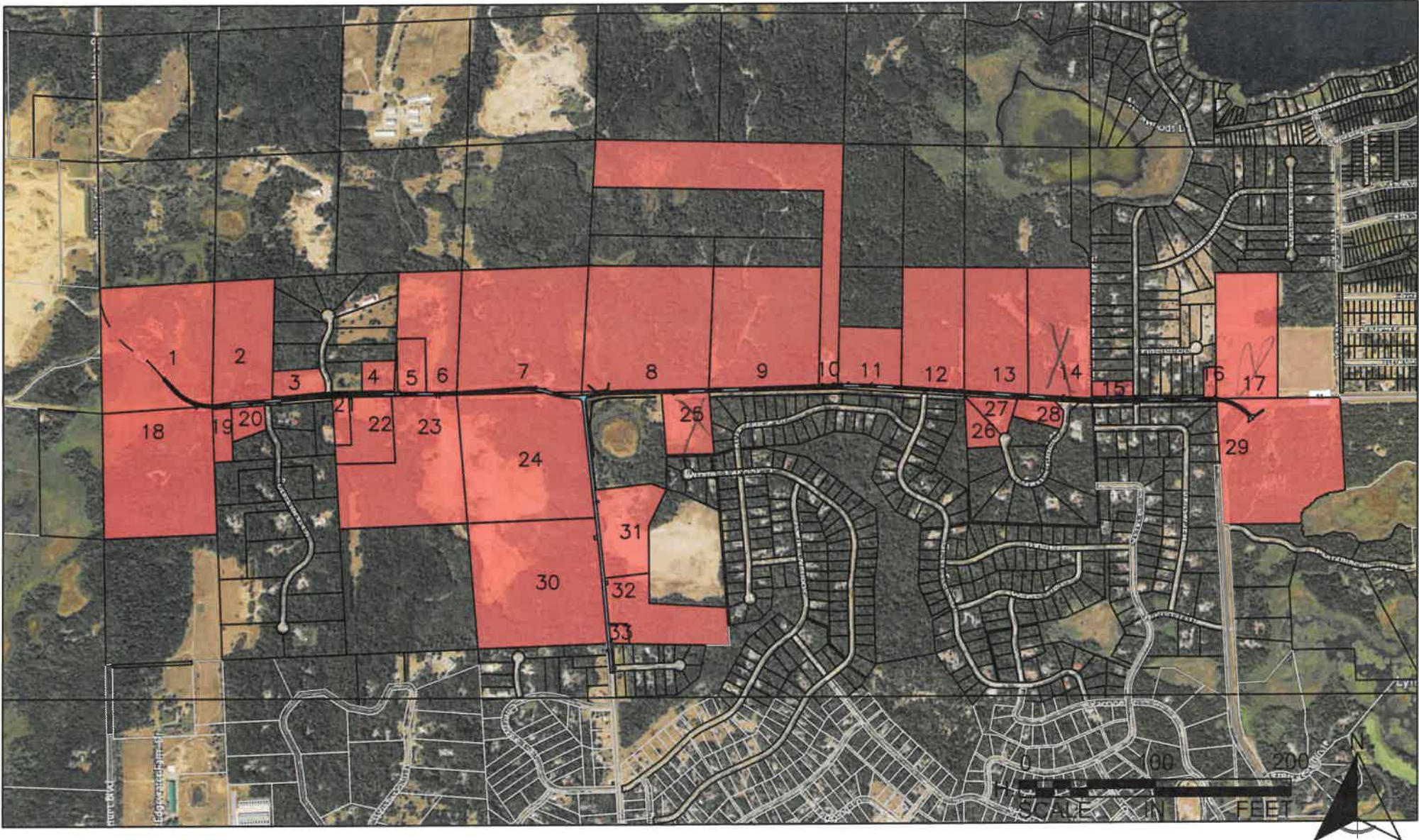
Section 11, Item A.

General Fund	\$ 2,019,252.74
EDA Fund	\$ 2,662.85
TIF District	\$ 5,963.11
Cemetery Fund	\$ 205,911.18
Debt Service Fund	\$ 329,447.57
Capital Fund	\$ 3,760,840.96
Sewer Operating Fund	\$ 410,797.75
Sewer Capital Fund	\$ 3,973,932.12
Escrow Reserve Fund	\$ 1,506.88
	<hr/>
	\$ 10,710,315.16

* Differences in fund balances compared to Cash, Cash Equivalents & Investments chart are due to issued checks and deposits in transit.

Closed session under Minn. Stat. § 13D.05, subd. 3(c) to discuss acquisition of permanent and temporary easements for the Buschmann Road reconstruction project on the following parcels in the City:

Parcel #	PID	Address
7	10060501	7412 Buschmann Rd
8	10050518	Unassigned
9	10050517	Unassigned
10	10050522	Unassigned
11	10050512	8016 Buschmann Rd
12	10050513	8230 Buschmann Rd
13	10050510	Unassigned
14	10050509	8442 Buschmann Rd
15	10040633	32042 Darner Ln
16	10041096	8750 Buschmann Rd
17	10041094	8750 Buschmann Rd
18	10070770	6745 Buschmann Rd
19	10070656	Unassigned
20	10070657	6831 Buschmann Rd
21	10070774	7005 Buschman Rd
22	10070773	Unassigned
23	10070775	Unassigned
24	10070776	Unassigned
25	10081196	Unassigned
29	10090544	Unassigned
30	10070771	Unassigned
31	10081195	31694 Rchette Dr.
32	10081193	Unassigned
33	10081192	31540 Ranchette Dr.



WSB PROJECT NO.:
022038-000
July 22, 2024

Buschmann Rd
ROW Layout
City of Breezy Point



Memorandum

To: Jerry Bohnsack, Interim City Administrator
City of Breezy Point

From: Paul Sandy, Project Manager
WSB, LLC

Date: 02/03/2025

Re: WSB Project No. 022038-000 Buschmann Road and Ranchette Drive Reconstruction
Authorize Solicitation of Tree Removal Quotes

The City Council will be adjourning to a closed session to deliberate on the acquisition of right-of-way for multiple parcels located along Buschmann Road and Ranchette Drive. This session will address securing both permanent and temporary easements necessary for the planned infrastructure project. Upon successful acquisition of all required easements, WSB intends to present the City Council with competitive quotations for tree removal services essential to facilitate construction. The total area designated for tree removal within the project footprint amounts to 3.05 acres, with 2.60 acres situated along Buschmann Road and 0.45 acres along Ranchette Drive. These removals are necessary to accommodate the grading of earthen materials, the placement of fill, and to establish a clear zone extending 10 feet from the white edge line of Buschmann Road and Ranchette Drive where no physical, non-breakaway barriers exist. This requirement applies to both curb and gutter sections as well as non-curbed areas. The proposed tree removals represent the minimum necessary extent, as determined by City staff, to enable the construction of the project while ensuring compliance with safety and engineering standards.

Recent regulatory updates from the U.S. Fish and Wildlife Service have introduced new guidance concerning tree removals in relation to the Northern Long-Eared Bat (NLEB). These guidelines, which became effective on April 15, 2024, also extend to the proposed listing of the tricolored bat as an endangered species. Below is a summarized overview of the key provisions under the new guidance:

According to the revised guidelines, tree removal should be avoided in areas identified as suitable habitat for the Northern Long-Eared Bat during critical seasonal periods, specifically the spring swarming, pup-rearing, and fall swarming seasons. The specific timeframe for these seasons varies by state. In Minnesota and North Dakota, tree removal activities within suitable habitats are generally permissible from November 1 to April 14 and again from May 15 to May 31 without requiring additional surveys. However, tree removals scheduled between April 15 and May 14, as well as from June 1 through October 31, would necessitate the completion of habitat surveys. Moreover, the removal of potential roost trees should be strictly avoided during the pup-rearing season unless a formal presence/probable absence survey confirms that no bats are present. In both

14275 GOLF COURSE DRIVE | SUITE 210 | BAXTER, MN | 56425 | 218.824.3960 | WSBENG.COM

Minnesota and North Dakota, the designated pup-rearing season spans from June 1 to August 15.

Definitions of habitat suitability are as follows:

Suitable Habitat: Trees that fall under this classification require surveys before removal if work is conducted during the active season of the Northern Long-Eared Bat.

- Live or dead trees with a diameter at breast height (DBH) of at least 3 inches and exhibiting exfoliating bark, cracks, crevices, or cavities.
- Individual trees possessing exfoliating bark, cracks, crevices, or cavities located within 1,000 feet of forested or wooded areas.

Unsuitable Habitat: Trees that meet any of the following criteria are exempt from survey requirements and may be removed at any time:

- Individual trees located more than 1,000 feet from forested or wooded areas.
- Trees situated within highly developed urban environments, such as downtown streets, boulevard plantings, or other non-forested urban settings.
- Homogeneous stands of trees with a DBH of less than 3 inches that are not interspersed with larger trees.

To advance the project timeline, the proposal includes soliciting competitive bids from multiple contractors within the region to conduct the necessary tree removals. This process will commence following the finalization of all required permanent and temporary easements. The goal is to present these quotations for review and authorization at the March City Council meeting. Additionally, this meeting will provide an opportunity for the City Council to approve any remaining parcel acquisitions based on ongoing negotiations throughout February.

Should negotiations progress ahead of schedule and agreements for all remaining parcels are reached well in advance of the March City Council meeting, WSB would recommend that the City Council consider convening a special session. This would allow for an expedited approval of project plans and specifications, as well as an early authorization to proceed with the bidding process in February, rather than waiting until March.

In the event that right-of-way acquisition is not finalized by the March City Council meeting, further discussions will be necessary to evaluate alternative strategies for securing the remaining parcels. These discussions will be critical in ensuring that the project remains on schedule for its planned construction commencement in 2025.