



CITY COUNCIL REGULAR MEETING

Monday, March 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. **6:00 PM CITY HALL BUILDING TOUR**
2. **CALL TO ORDER**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL**
5. **CONSENT AGENDA**
 - [A.](#) Minutes City Council February 3 and February 11, 2025
 - [B.](#) Claims Totaling \$681,068.90 E-Checks 3807e-3837e and Checks 140028-140089
 - [C.](#) Resolution Electronic Fund Transfers
 - [D.](#) Resolution to Approve Community Garden Donation
 - [E.](#) Resolution to Amend 2025 Fee Schedule
 - [F.](#) Part-Time Police Officer Luke Hamilton Resignation
 - [G.](#) Police Department Purchase Ballistic Helmets
 - [H.](#) 2025 Tort Liability Waiver
6. **OPEN FORUM**
7. **PEQUOT LAKES SCHOOL DISTRICT - Superintendent Kurt Stumpf - Referendum April 8, 2025**
 - [A.](#) ISD 186
8. **PAUL BUNYAN SCENIC BYWAY - Lynn Scharenbroich**
 - [A.](#) Paul Bunyan Scenic Byway
9. **BREEZY POINT ALLIANCE - Bill Toft - Disc Golf Course issues and suggested solutions**
10. **REZONING REQUEST - UR - WR Sarah Lovejoy 7036 Nickel Road**
 - [A.](#) Rezoning Request Urban Reserve to Wood Residential
11. **CITY ADMINISTRATOR CANDIDATES**

12. MAYOR AND CITY COUNCIL REPORTS

13. STAFF REPORTS

[A.](#) City Hall - Hy Tec Pay Application #5

14. SUSPEND REGULAR SESSION

15. 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

16. REOPEN MEETING

17. CITY UPDATES

[A.](#) Departmental Informaiton

18. ADJOURN

City Council Regular Meeting

February 3, 2025 – 6:30 P.M.

Meeting minutes

Call To Order

Mayor Roggenkamp called the meeting to order at 6:30 PM.

Roll Call

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

Pledge Of Allegiance

The Pledge of Allegiance was recited.

Consent Agenda

Mayor Roggenkamp read out the items on the consent agenda, which included the proclamation for March Food Share Month, accepting the planning and zoning administrator's resignation, minutes from the January 6, 2025 regular council meeting, and claims totaling \$406,725.63.

Council member Moroni moved to approve the consent agenda. Council member Ball seconded the motion. The motion carried 3-0

Open Forum

Bill Toft addressed the council regarding the lack of transparency in the past and the \$110,000 buyout of a former administrator. He discussed his findings from police reports about a handgun left in the bathroom at City Hall. Mr. Toft expressed concern about the hostile environment created by the administrator carrying a handgun and questioned the circumstances that led to the buyout.

City Hall Building Project Status Report

Andy Pickar from Hy-Tec provided an update on the City Hall building project. He reported that despite weather challenges in January, the roof was completed and temporary heat was installed in the addition. Mechanical and electrical rough-ins were in progress.

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

Andy Pickar explained that this change order was for adding four additional card readers and electric strikes to enhance security in the administrative area.

Change Order Furniture

Administrator Bohnsack clarified that this change order removed \$130,000 from Hy-Tec's contract for furniture. The city would independently purchase the furniture to save on sales tax and miscellaneous costs.

Consider Shingle Existing Roof \$36,840

Andy Pickar presented the option to replace the entire roof with new shingles. The existing shingles were found to be older than initially thought, and there were concerns about color matching. The council discussed the benefits of replacing the entire roof now for consistency and long-term planning.

Council member Moroni moved to accept the change orders for entry door access controls (\$13,618.72) and shingling the existing roof (Cost to be determined utilizing Gordian process). Council member Ball seconded the motion. The motion carried unanimously. Council member Moroni moved to accept the change order reducing the contract by \$130,000 for furniture. Council member Ball seconded the motion. The motion carried unanimously.

Hy Tec Pay Application #4

Administrator Bohnsack presented Hy-Tec's pay application #4 for \$464,891.48 for work completed to date.

Council member Moroni moved to approve Hy-Tec pay application #4 for \$164,065.75. Council member Ball seconded the motion. The motion carried unanimously.

Sanitary Sewer Expansion Discussion - Widseth

Discuss Sanitary Sewer Extension Airport Road To Terminal Road To Red Oak Lane Preliminary Engineering

Nick Peterson presented an iteration of the feasibility study for extending sanitary sewer down County Road 11, Terminal Road, and Red Oak Lane. The proposed extension would service a new hardware store development and allow for future expansion. The council discussed the costs, potential assessments, and the need for further investigation of alternatives, including connecting to an existing sewer on Robin Lane. The council requested more information on options and costs before making a decision.

Capital Improvement Plan Streets - Widseth

Streets CIP

Nick Peterson provided an update on the progress of the Capital Improvement Plan for streets. He reported that the streets committee had been meeting and providing valuable feedback. The current budget of \$300,000 was found to be insufficient to improve all roads in the next 10 years, with a total estimated cost of \$15 million. The committee would continue working on recommendations and inputs, with a goal to present a final plan to the council in April.

Zoning Code Update HKGI

Interim Administrator Bohnsack reported that the zoning ordinance rewrite project with HKGI had started but was put on hold due to staff changes. He recommended suspending the work until new staff, including a new administrator and planning person, were in place. The council agreed to pause the project and cancel the planned joint meeting on February 11th.

Administrator Search Update

MGT Timeline

Bohnsack reported that 23 applications were received for the administrator position, with 10-11 meeting the minimum qualifications. The council decided to hold a special meeting on February 11th at 6:30 PM to screen candidates and narrow down the list for interviews. The first round of virtual interviews was scheduled for the week of March 3rd. The council agreed that the entire council should be involved in the screening and interview process.

Staff Reports

Investments & Fund Balance As Of December 31, 2024

Administrator Bohnsack presented the monthly report on investments and fund balance. He suggested meeting with the finance committee in March to discuss the budget and funding options.

Mayor and City Council Reports

Mayor Roggenkamp reported on the quarterly fire district meeting, which he chaired. He mentioned that the budget and two capital expenditures for trucks were approved, contracts for fire services were signed, and the firefighter relief fund contribution was increased. Council member Ball confirmed the mayor's report.

Suspend Regular Session

Adjourn

Mayor Roggenkamp adjourned the open meeting to move into closed session at 7:25 p.m.

Move To Closed Session Under Minn. Stat. § 13D.05, Subd. 3(C) Buschmann Road Reconstruction Project Parcels.

Reopen Meeting at 8:35 p.m.

Consider Soliciting Competitive Bids For Buschmann Road Tree Removal

Council member Moroni moved to authorize WSB to solicit quotes for tree removal along Buschmann Road. Council member Ball seconded the motion. The motion carried unanimously.

Adjourn

Motion to adjourn was made by council member Moroni and seconded by council member Ball
Meeting ended at 8:36 p.m.

**Breezy Point City Council
Tuesday, February 11, 2025 - 6:30 p.m.
Special Meeting Minutes**

Call To Order

Mayor Roggenkamp called the meeting to order at 6:30 PM.

Roll Call

Interim Administrator Jerry Bohnsack conducted a roll call with the Mayor Roggenkamp and council members Rebecca Ball, and Michael Moroni in attendance. Steve Jensen and Brad Scott were absent. Staff Present included Interim Administrator Jerry Bohnsack, Deputy Clerk Deb Runksmeier, and Public Works Supervisor Joe Zierden. Michael Brethorst of MGT was also present.

Pledge Of Allegiance

The Pledge of Allegiance was recited.

Review Candidate Applications and make selection for interviews.

Michael Brethorst of MGT consulting firm spoke about the hiring process and requested direction from the council for proceeding.

Councilmember Jensen and Scott's choice of candidates to interview were available for the rest of the council to review. Mayor Roggenkamp, Councilmember Ball, and Councilmember Moroni, shared the candidates they selected by numbers.

Three candidates were selected to interview with two alternates. Set interview date of March 12 with alternate date of March 19 for interviews depending on availability of other councilmembers. Brethorst of MGT and Interim Administrator Bohnsack will finalize the details.

Adjourn

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

Meeting ended at 7:26 p.m.

Deb Runksmeier, Deputy City Clerk

Claims totaling: \$681,064.90

Echecks: 3807e - 3837e

Checks: 140028 - 140089

Section 5, Item B.

CITY OF BREEZY POINT

02/26/25 12:44 PM

Page 1

*Check Detail Register©

Batch: 02-05-25 AP,02-05-25 AP-2,02-06-25 AP,02-06-25 AP-2,02-06-25 AP-3,02-18-25 AP,02-19-25 AP,02-20-25 AP,PAY20250104.00,PAY20250105.00,PAY20250202.00,020525PAY,013125WEXBANK,PRL-021325,021925PAY,PRL-010225-1,PRL-022725,PRL-022825,PRL-022725HSA,020125BANKFEES,020325FSA,013125CCPROCESSFEES,021325FSA,021925FSA

Table with columns: Check #, Check Date, Vendor Name, Amount, Invoice, Comment. Rows include categories like 10100 Primary, 3807 e, 3808 e, 3809 e, 3810 e, 3811 e, 3812 e, 3813 e.

CITY OF BREEZY POINT

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Batch: 02-05-25 AP,02-05-25 AP-2,02-06-25 AP,02-06-25 AP-2,02-06-25 AP-3,02-18-25 AP,02-19-25 AP,02-20-25 AP,PAY20250104.00,PAY20250105.00,PAY20250202.00,020525PAY,013125WEXBANK,PRL-021325,021925PAY,PRL-010225-1,PRL-022725,PRL-022825,PRL-022725HSA,020125BANKFEES,020325FSA,013125CCPROCESSFEES,021325FSA,021925FSA

Table with columns: Check #, Check Date, Vendor Name, Amount, Invoice, Comment. Rows include checks 3814 e through 3824 e with various vendor names like PUBLIC EMP. RETIREMENT ASSOC, COMPENSATION CONSULTANTS LTD, BLUE CROSS & BLUE SHIELD OF MN, HEALTHPARTNERS, REVTRAK, and MN DEPT OF REVENUE.

CITY OF BREEZY POINT

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Table with columns: Check #, Check Date, Vendor Name, Amount, Invoice, Comment. Rows include: 3825 e PUBLIC EMP. RETIREMENT ASSOC, 3826 e AFLAC, 3827 e MEDICA, 3828 e RELIANCE STANDARD LIFE INS, 3829 e INTERNAL REVENUE SERVICE, 3830 e MN DEPT OF REVENUE, 3831 e PUBLIC EMP. RETIREMENT ASSOC, 3832 e COMPENSATION CONSULTANTS LTD.

CITY OF BREEZY POINT

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Batch: 02-05-25 AP,02-05-25 AP-2,02-06-25 AP,02-06-25 AP-2,02-06-25 AP-3,02-18-25 AP,02-19-25 AP,02-20-25 AP,PAY20250104.00,PAY20250105.00,PAY20250202.00,020525PAY,013125WEXBANK,PRL-021325,021925PAY,PRL-010225-1,PRL-022725,PRL-022825,PRL-022725HSA,020125BANKFEES,020325FSA,013125CCPROCESSFEES,021325FSA,021925FSA

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
3833 e	02/01/25	PINE RIVER STATE BANK			
E 100-41300-200		General Operating (Suppli	\$5.00	FEB 2025	Bank Fees - FEB 2025
		Total	\$5.00		
3834 e	02/03/25	COMPENSATION CONSULTANTS LTD			
G 100-21712		Flexible Spending Accoun	\$12.11	020325	HOLLINGSWORTH FSA - 02/03/25
		Total	\$12.11		
3835 e	02/10/25	REVTRAK			
E 600-43250-386		CreditCard Proc Fees	\$769.42	JAN 2025	CC Processing Fees - JAN 2025
		Total	\$769.42		
3836 e	02/13/25	COMPENSATION CONSULTANTS LTD			
G 100-21712		Flexible Spending Accoun	\$175.27	021325	HOLLINGSWORTH FSA - 021325
		Total	\$175.27		
3837 e	02/19/25	COMPENSATION CONSULTANTS LTD			
G 100-21712		Flexible Spending Accoun	\$1,676.00	021925	HOLLINGSWORTH FSA - 021925
		Total	\$1,676.00		
14063	02/19/25	PETER GANSEN			
G 100-20200		Accounts Payable	\$261.97	SEPT 2024	PZ MILEAGE REIMBURSEMENT - SEPT 2024
		Total	\$261.97		
14064	02/19/25	RATWIK ROSZAK & MALONEY PA			
G 100-20200		Accounts Payable	\$1,564.50	77976	Legal Services - Nov 2024
		Total	\$1,564.50		
140028	02/05/25	AUTO VALUE PEQUOT LAKES			
E 100-43000-220		Repair/Maint Supply (GEN	\$14.99	66259250	PW FILTER WRENCH
		Total	\$14.99		
140029	02/05/25	BEST OIL COMPANY			
E 100-43000-212		Motor Fuels	\$689.61	9326	PW DIESEL FUEL
		Total	\$689.61		
140030	02/05/25	BREEZY POINT HARDWARE			
E 100-43000-212		Motor Fuels	\$90.57	35313	PW FUEL
E 100-43000-220		Repair/Maint Supply (GEN	\$1.78	35314	PW FASTENERS
E 270-49010-200		General Operating (Suppli	\$99.99	35333	CEMETERY PROPANE
E 100-43000-220		Repair/Maint Supply (GEN	\$14.99	35347	PW THERMO COUPLER
E 100-42100-212		Motor Fuels	\$14.99	35358	PD FUEL
E 600-43250-200		General Operating (Suppli	\$9.99	35368	SEWER THREADLOCKER
E 100-45100-210		Operating Supplies (GEN	\$9.51	35395	PARKS FASTENERS & FLAGGING TAPE
E 100-45100-210		Operating Supplies (GEN	\$23.06	35396	PARKS FUEL
		Total	\$264.88		
140031	02/05/25	CIVIC SYSTEMS LLC			
E 602-41950-200		General Operating (Suppli	\$11,512.50	02463	CASELLE SOFTWARE DOWN PAYMENT
E 401-41300-590		Capital Outlay	\$11,512.50	02463	CASELLE SOFTWARE DOWN PAYMENT
		Total	\$23,025.00		

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 PRL-022825,PRL-022725HSA,020125BANKFEES,020325FSA,013125CCPROCESSFEES,021325FSA,021925FSA

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
140032	02/05/25	CLIFTONLARSONALLEN LLP			
E 100-41900-301		Auditing and Acct g Servic	\$1,050.00	L251024898	PROGRESS BILLING #1 AUDIT 2024
		Total	\$1,050.00		
140033	02/05/25	COMPENSATION CONSULTANTS LTD			
E 100-41900-313		Benefits Administration	\$50.00	3131	FSA / HSA PLAN ADMINISTRATION - FEB 2025
		Total	\$50.00		
140034	02/05/25	CONFITREK, INC			
E 100-42100-300		Professional Svcs (GENE	\$704.00	1188	PD TRAINING COMPLIANCE SOFTWARE 2/6/25 - 2/5-26
G 100-15500		Prepaid Items	\$64.00	1188	PD TRAINING COMPLIANCE SOFTWARE 2/6/25 - 2/5-26
		Total	\$768.00		
140035	02/05/25	CREATIVE FORMS & CONCEPTS INC			
E 100-41910-309		Building Inspector	\$369.28	120998	BLDG INSPECTION REPORTS
		Total	\$369.28		
140036	02/05/25	DUET RESOURCE GROUP INC			
E 401-41300-590		Capital Outlay	\$89,560.80		ORDER 1357 CH ADDITION FURNITURE DOWNPAYMENT
		Total	\$89,560.80		
140037	02/05/25	FORCE America Disistributing LLC			
E 100-43000-220		Repair/Maint Supply (GEN	\$1,728.00	IN001-20373	PW DUMP TRUCK SANDER CONTROL
		Total	\$1,728.00		
140038	02/05/25	GALLS LLC			
E 100-42100-417		Uniforms	\$101.40	30072186	PD WINTER SHIRT
		Total	\$101.40		
140039	02/05/25	HERO SCHEDULE LLC			
E 100-42100-308		Software / IT Support	\$432.00	41053	PD SCHEDULING SOFTWARE - 2025
		Total	\$432.00		
140040	02/05/25	HYTEC CONSTRUCTION			
E 401-41300-590		Capital Outlay	\$164,065.75	JAN 2025	CH REMODEL & EXPANSION PAY APP #4
		Total	\$164,065.75		
140041	02/05/25	LAKES AREA WILDLIFE CONTROL			
E 100-41900-306		Animal Control	\$583.50	14891	ANIMAL CONTROL - JAN 2025
		Total	\$583.50		
140042	02/05/25	LAW ENFORCEMENT LABOR SERVICES			
G 100-21710		Other Deductions	\$292.00	FEB 2025	PD UNION DUES - FEB 2025
		Total	\$292.00		
140043	02/05/25	M&R SIGN CO., INC.			
E 100-45100-210		Operating Supplies (GEN	\$140.20	226898	PW SIGN MATERIALS
E 100-43000-226		Sign Materials	\$221.51	226898	PW SIGN MATERIALS
		Total	\$361.71		

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Table with columns: Check #, Check Date, Vendor Name, Amount, Invoice, Comment. Rows include MARCO TECHNOLOGIES LLC, MILLS MOTOR INC, ON SYSTEMS INC, PELICAN SQUARE INC, PEQUOT LAKES SANITATION, POWER LODGE, QUADIANT FINANCE USA, INC., SADUSKY RENOVATIONS, STRYKER SALES, LLC, and THE OFFICE SHOP.

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 PRL-022825,PRL-022725HSA,020125BANKFEES,020325FSA,013125CCPROCESSFEES,021325FSA,021925FSA

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$52.52		
140054	02/05/25	ULINE			
E 100-41300-200		General Operating (Suppli	\$138.46	188141547	CH ROLL TOWELS & TOILET TISSUE
Total			\$138.46		
140055	02/05/25	Vestis			
E 100-41900-401		Maint Buildings	\$157.09	2530366134	CH MATS
E 100-42100-401		Maint Buildings	\$121.17	2530366135	PD MATS
Total			\$278.26		
140056	02/05/25	VICTORY AUTOMOTIVE SERVICE LLC			
E 100-42100-220		Repair/Maint Supply (GEN	\$73.57	1402065	PD 2024 FORD EXP OIL CHANGE
Total			\$73.57		
140057	02/05/25	BAKER TILLY MUNICIPAL ADVISORS LLC			
G 300-20200		Accounts Payable	\$18,000.00	BTMA30347	GO EQUIP CERTIFICATES SERIES 2024A
Total			\$18,000.00		
140058	02/05/25	COMPENSATION CONSULTANTS LTD			
G 100-20200		Accounts Payable	\$55.00	2571	FSA / HSA PLAN ADMINISTRATION - DEC 2024
Total			\$55.00		
140059	02/05/25	GLADEN CONSTRUCTION INC			
G 401-20200		Accounts Payable	\$99,864.24	PAY APP 1	SHOREVIEW LN REPAIR PAY APP #1
Total			\$99,864.24		
140060	02/05/25	MN DEPT OF LABOR & INDUSTRY			
G 100-20200		Accounts Payable	\$5,298.44	4th QTR 202	4th Qtr Bldg Permit Surcharge Report - 2024
G 100-20200		Accounts Payable	\$20.00	ABR0344733	1305741 & 24559 PRESSURE VESSEL
Total			\$5,318.44		
140061	02/05/25	WSB			
G 401-20200		Accounts Payable	\$129,647.00	R-022038-00	BUSCHMANN RD & RANCHETTE DR RECONSTR ENG FEES THRU 12/31/24
Total			\$129,647.00		
140062	02/05/25	MN DEPT OF LABOR & INDUSTRY			
G 100-20200		Accounts Payable	\$20.00	ABR0344733	1305741 & 24559 PRESSURE VESSEL
Total			\$20.00		
140065	02/19/25	AT&T MOBILITY			
E 100-42100-321		Telephone	\$960.85	JAN 2025	PD CELL PHONES 12/26/24 - 1/25/25
Total			\$960.85		
140066	02/19/25	BEST OIL COMPANY			
E 100-43000-212		Motor Fuels	\$652.00	9389	PW DIESEL FUEL
Total			\$652.00		
140067	02/19/25	BREEZY POINT HARDWARE			
E 270-49010-200		General Operating (Suppli	\$99.99	35430	CEMETERY PROPANE
E 100-43000-220		Repair/Maint Supply (GEN	\$9.99	35434	PW 9V BATTERIES

CITY OF BREEZY POINT

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$109.98		
140068	02/19/25	CHARTER COMMUNICATIONS - PA			
E 100-41100-100		Compensation (GENERAL	\$0.42	15648120102	INTERNET SERVICE 2/8/25 - 3/7/25
E 100-41300-200		General Operating (Suppli	\$1.40	15648120102	INTERNET SERVICE 2/8/25 - 3/7/25
E 100-41900-381		Combined Utilities	\$54.03	15648120102	INTERNET SERVICE 2/8/25 - 3/7/25
E 100-41910-200		General Operating (Suppli	\$0.42	15648120102	INTERNET SERVICE 2/8/25 - 3/7/25
E 100-42100-308		Software / IT Support	\$55.99	15648120102	INTERNET SERVICE 2/8/25 - 3/7/25
E 100-43000-200		General Operating (Suppli	\$0.70	15648120102	INTERNET SERVICE 2/8/25 - 3/7/25
E 600-43250-200		General Operating (Suppli	\$27.02	15648120102	INTERNET SERVICE 2/8/25 - 3/7/25
E 100-42100-381		Combined Utilities	\$30.88	17560430102	PD CABLE TV 2/2/25 - 3/1/25
Total			\$170.86		
140069	02/19/25	CROW WING CO TREASURER			
E 100-41910-302		E911 / Permit Exp	\$50.00	7925	E911 ADDRESSING - JAN 2025
Total			\$50.00		
140070	02/19/25	CTC			
E 100-41300-321		Telephone	\$208.96	21524490	PHONE SERVICE 2/12/25 - 3/11/25
E 100-43000-321		Telephone	\$28.49	21524490	PHONE SERVICE 2/12/25 - 3/11/25
E 100-42100-321		Telephone	\$490.94	21524490	PHONE SERVICE 2/12/25 - 3/11/25
Total			\$728.39		
140071	02/19/25	CULLIGAN			
E 100-42100-381		Combined Utilities	\$33.90	JAN 2025	PD WATER - JAN 2025
Total			\$33.90		
140072	02/19/25	ESSENTIA HEALTH			
E 600-43250-300		Professional Srvs (GENE	\$32.00	011425	DRUG TESTING B. SCHULTZ
Total			\$32.00		
140073	02/19/25	GALLS LLC			
E 100-42100-417		Uniforms	\$70.99	30286491	PD UNIFORM
Total			\$70.99		
140074	02/19/25	Gilman Heating & Air LLC			
E 100-42100-401		Maint Buildings	\$125.00	1538	PSB Boiler Repair
Total			\$125.00		
140075	02/19/25	GOPHER STATE ONE CALL			
E 600-43250-332		Gopher One Locates	\$50.00	5010247	SEWER 2025 FACILITY OPERATOR FEE
Total			\$50.00		
140076	02/19/25	HEARTLAND ANIMAL RESCUE TEAM			
E 100-41900-306		Animal Control	\$350.87	01/2025	ANIMAL IMPOUND FEES - JAN 2025
Total			\$350.87		
140077	02/19/25	LAKES PRINTING INC			
E 600-43250-200		General Operating (Suppli	\$399.80	225323	SEWER #10 WINDOW ENVELOPES
Total			\$399.80		
140078	02/19/25	LAKES UTILITY COORDINATION COM			

CITY OF BREEZY POINT

***Check Detail Register©**

Batch: 02-05-25 AP,02-05-25 AP-2,02-06-25 AP,02-06-25 AP-2,02-06-25 AP-3,02-18-25 AP,02-19-25 AP,02-20-25 AP,PAY20250104.00,PAY20250105.00,PAY20250202.00,020525PAY,013125WEXBANK,PRL-021325,021925PAY,PRL-010225-1,PRL-022725,PRL-022825,PRL-022725HSA,020125BANKFEES,020325FSA,013125CCPROCESSFEES,021325FSA,021925FSA

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 600-43250-433		Dues and Subscriptions	\$25.00	202510	SEWER MEMBERSHIP DUES - 2025
		Total	\$25.00		
140079	02/19/25	LEAGUE OF MINNESOTA CITIES			
E 100-41100-433		Dues and Subscriptions	\$3,640.00	418770	ANNUAL MEMBERSHIP DUES - 2025
		Total	\$3,640.00		
140080	02/19/25	MILLS MOTOR INC			
E 100-42100-220		Repair/Maint Supply (GEN	\$166.30	605953	2021 FORD EXP REPAIRS
		Total	\$166.30		
140081	02/19/25	FIVE STAR AUTO PARTS			
E 100-42100-220		Repair/Maint Supply (GEN	\$17.62	190530	PD Wiper
		Total	\$17.62		
140082	02/19/25	NCPERS Group Life Ins			
G 100-21710		Other Deductions	\$80.00		MARCH 2025 PERA ADDT'L LIFE INS - MAR 2025
		Total	\$80.00		
140083	02/19/25	PAPER STORM			
E 100-42100-300		Professional Srvs (GENE	\$67.60	28329	PD Document Destruction
		Total	\$67.60		
140084	02/19/25	PEQUOT LAKES SANITATION			
E 100-41900-324		Recycling	\$40.00	2068 FEB 20	RECYCLING - FEB 2025
E 100-41900-381		Combined Utilities	\$62.66	2068 FEB 20	CH GARBAGE SERVICE - FEB 2025
E 100-43000-381		Combined Utilities	\$41.77	2068 FEB 20	PW GARBAGE SERVICE - FEB 2025
		Total	\$144.43		
140085	02/19/25	RATWIK ROSZAK & MALONEY PA			
E 100-41610-304		Legal/Prosecution Fees	\$2,052.00	78694	Legal Fees - Jan 2025
		Total	\$2,052.00		
140086	02/19/25	SPARROW CLEANING SERVICE			
E 100-41900-401		Maint Buildings	\$280.00	3771	CH CLEANING SERVICE - JAN 2025
E 100-42100-401		Maint Buildings	\$360.00	3771	PSB CLEANING SERVICE - JAN 2025
		Total	\$640.00		
140087	02/19/25	TDS TELECOM			
E 100-41900-308		Software / IT Support	\$29.80	FEB 2025	INTERNET SERVICE 2/13/25 - 3/12/25
E 100-41910-308		Software / IT Support	\$11.92	FEB 2025	INTERNET SERVICE 2/13/25 - 3/12/25
E 100-42100-308		Software / IT Support	\$83.44	FEB 2025	INTERNET SERVICE 2/13/25 - 3/12/25
E 100-43000-308		Software / IT Support	\$8.94	FEB 2025	INTERNET SERVICE 2/13/25 - 3/12/25
E 600-43250-308		Software / IT Support	\$14.90	FEB 2025	INTERNET SERVICE 2/13/25 - 3/12/25
		Total	\$149.00		
140088	02/19/25	VICTORY AUTOMOTIVE SERVICE LLC			
E 100-42100-220		Repair/Maint Supply (GEN	\$73.57	1402192	PD 2018 FORD EXP OIL CHANGE
		Total	\$73.57		
140089	02/19/25	XCEL ENERGY			
E 100-42100-381		Combined Utilities	\$931.89	912935435	PSB NATURAL GAS 12/30/24 - 1/30/25

CITY OF BREEZY POINT

*Check Detail Register©

Batch: 02-05-25 AP,02-05-25 AP-2,02-06-25 AP,02-06-25 AP-2,02-06-25 AP-3,02-18-25 AP,02-19-25 AP,02-20-25 AP,
PAY20250104.00,PAY20250105.00,PAY20250202.00,020525PAY,013125WEXBANK,PRL-021325,021925PAY,PRL-010225-1,PRL-022725,
PRL-022825,PRL-022725HSA,020125BANKFEES,020325FSA,013125CCPROCESSFEES,021325FSA,021925FSA

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-41900-381		Combined Utilities	\$651.90	912947743	CH NATURAL GAS 12/30/24 - 1/30/25
E 100-43000-381		Combined Utilities	\$651.89	912947743	PW NATURAL GAS 12/30/24 - 1/30/25
		Total	\$2,235.68		
		10100	\$678,977.56		

20200 Acct Payable

WEX Bank					
E 100-42100-212		Motor Fuels	\$1,821.51	JAN 2025	PD FUEL PURCHASES - JAN 2025
E 100-42100-212		Motor Fuels	(\$22.02)	JAN 2025	PD FUEL REBATES - JAN 2025
E 100-43000-212		Motor Fuels	\$38.70	JAN 2025	PW FUEL PURCHASES - JAN 2025
E 100-43000-212		Motor Fuels	(\$0.52)	JAN 2025	PW FUEL REBATES - JAN 2025
E 600-43250-212		Motor Fuels	\$252.74	JAN 2025	SEWER FUEL PURCHASES - JAN 2025
E 600-43250-212		Motor Fuels	(\$3.07)	JAN 2025	SEWER FUEL REBATES - JAN 2025
		Total	\$2,087.34		
		20200	\$2,087.34		

Fund Summary

10100 Primary

100 GENERAL FUND	\$151,615.72
270 CEMETERY Special Revenue Fund	\$199.98
300 Debt Service	\$18,000.00
401 Revolving Capital Fund	\$494,650.29
600 SEWER OPERATING FUND	\$2,999.07
602 Sewer Capital Projects Fund	\$11,512.50
	\$678,977.56

20200 Acct Payable

100 GENERAL FUND	\$1,837.67
600 SEWER OPERATING FUND	\$249.67
	\$2,087.34

CITY OF BREEZY POINT
RESOLUTION 00-2025

A RESOLUTION DESIGNATING AUTHORITY TO CONDUCT ELECTRONIC FUND TRANSFERS

WHEREAS, at appropriate times is it necessary for the City staff to transfer funds to conduct regular City Business; and

WHEREAS, the transfer of funds is done electronically; and

WHEREAS, Minnesota State Statue 471.38, Subd. 3 requires that cities make an annual delegation of authority to make electronic funds transfer to a Chief Financial Officer.

NOW THEREFORE BE IT RESOLVED that the City Administrator/Clerk/Treasurer is designated with the authority to make electronic funds transfer.

Rebecca Ball: _____

Brad Scott: _____

Steve Jensen: _____

Todd Roggenkamp: _____

Michael Moroni: _____

Adopted this 3rd Day of March 2025

Mayor Todd A. Roggenkamp

Attest:

Jerry Bohnsack, Interim City Administrator

CITY OF BREEZY POINT
RESOLUTION __-2025

A RESOLUTION ACCEPTING THE DONATION OF \$200 TO THE BREEZY POINT
COMMUNITY GARDEN BY BREEZY POINT AIRPORT

WHEREAS, the Breezy Point Airport has donated \$200 to the Breezy Point Community Garden.

NOW THEREFORE BE IT RESOLVED by the Breezy Point City Council that they accept the donation of \$200 for the Breezy Point Community Garden by the Breezy Point Airport

Rebecca Ball: _____

Brad Scott: _____

Steve Jensen: _____

Todd Roggenkamp: _____

Michael Moroni: _____

Adopted this 3rd Day of March 2025

Mayor Todd A. Roggenkamp

Attest:

Jerry Bohnsack, Interim City Administrator



AGENDA ITEM

Breezy Point City Council

Prepared By: <i>Janette Rust, Finance Specialist</i>	Meeting Date: <i>3/03/2025</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>2025 Amended Fee Schedule</i>		Reviewed By: <i>Jerry Bohnsack, Interim City Administrator</i>	

ACTION REQUESTED

Approve a Resolution adopting the 2025 Amended Fee Schedule with the addition of police services.

BACKGROUND/DISCUSSION

The Police Department has been asked to provide services for an upcoming event in the City. The 2025 fee schedule that was adopted at the December 2, 2024, City Council meeting did not include police officer services and should be updated to include this service. The attached Resolution is the proposed amended fee schedule for 2025. The only change to the 2025 Fee Schedule is highlighted in yellow and is listed below:

- Police Services \$125/hour plus mileage

FINANCIAL IMPACT

All rates will be charged for services rendered

STAFF RECOMMENDATION

Approval of the 2025 Amended Fee Schedule Resolution

ATTACHMENTS

2025 Amended Fee Schedule Resolution

MISCELLANEOUS FEES

<u>Type of Fee</u>	<u>Fee</u>	
Filing Fee - Affidavit of Candidacy	\$10.00	\$31.06
Abatement Application	\$1,000.00 & \$5,000.00 deposit*	
After the fact permit/application	Double the fee & expenses	
Certifying to taxes	\$50.00 per occurrence	
NSF Check fee	\$30.00	
TIF Application Fee	\$1,000.00 & \$5,000.00 deposit*	

*All out of pocket expenses of the city shall be paid by applicant. An escrow deposit for expenses may be required.

PROPERTY RELATED FEES

<u>Type of Fee</u>	<u>Fee</u>	<u>Authority</u>
After the Fact Zoning Permits	\$100.00	§153.122
Amendment, Ordinance	\$250.00	§153.122
Amendment, Zoning Map	\$250.00*	§153.122
Appeal, Planning Commission	\$100.00*	§153.122
Appeal of PC, City Council	\$100.00*	§153.118
Comprehensive Plan Amendment	\$350.00*	§153.122
Conditional Use, Residential (Including PUD)	\$250.00*	§153.122
Conditional Use, Commercial (Including PUD)	\$350.00*	§153.122
Culvert (delivered/12" diameter/25 ft. black hdpe)	\$225.00	
E911 Address Request	\$90.00	
E911 Replacement Sign	\$50.00	
E911 Replacement Post	\$15.00	
E911 Replacement Post Install	\$20.00	
Fill/Excavation (Ordinance Required)	\$50.00	§153.122
Interim Use, Commercial	\$350.00*	§153.122
Interim Use, Residential	\$250.00*	§153.122
Mailbox Support	\$95.00	
Mailbox Support Install	\$30.00	
Short Term Rental License	\$300.00	§115.003
Sign Impoundment Release	\$50.00	§153.061
Sign Impoundment Release subsequent	\$100.00	§153.061
Special Meeting Fee	\$250.00	§153.122
Street Renaming Petition	\$100.00 + Sign cost	§70.023
Street Vacation	\$250.00	§70.024 (F)(2)
Subdivision, Platting Application	\$400.00* + \$10/lot	§152.94
Subdivision, Administrative	\$50.00	§152.94
Subdivision, Metes and Bounds	\$150.00	§152.94
Variance, Commercial	\$350.00	§153.122
Variance, Residential	\$250.00	§153.122
Zoning Permits (includes signs)	\$50.00	§153.122

*All out of pocket expenses of the city shall be paid by applicant. An excrow deposit for expenses may be required.

Building Permit Fees

1994 Fee Schedule

MS §326B.121

Plan review 65% of Bldg. Permit Fee
 Plan review of similar plans meeting 1300.0160
 subd. 6 25% of Bldg. permit Fee
 State Surcharge amount is equivalent to one half mil (.0005) of the fee or \$1.00
 for all fixed fee permits.
 State surcharge fees shall be in accordance with MN Statutes, Chapter 326B.

Total Valuation

Fee

\$1.00 to \$500.00	\$21.00
\$501.00 to 2,000.00	\$21.00 for the first \$500.00 plus \$2.75 for each additional \$100.00, or fraction thereof, to and including \$2000.00.
\$2,001.00 to \$25,000.00	\$62.25 for the first \$2,000.00 plus \$12.50 for each additional 1,000.00, or fraction thereof, to and including \$25,000.00.
\$25,001.00 to \$50,000.00	\$349.75 for the first \$25,000.00 plus \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$574.75 for the first \$50,000.00 plus \$6.25 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$887.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00.
<u>Building Permit Fees cont.</u>	
\$500,001.00 to \$1,000,000.00	\$2,887.25 for the first \$500,000.00 plus \$4.25 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00.
\$1,000,001.00 and up	\$5,012.25 for the first \$1,000,000.00 plus \$2.75 for each additional \$1,000.00, or fraction thereof.
Demolition /Moving Building	\$50.00 & \$1.00 surcharge
Fence (over 6' in height)	\$40.00 & \$1.00 surcharge
Fireplace	\$50.00 & \$1.00 surcharge
After the fact building permit fee penalty	Shall be equal to building permit Fee
Mechanical (New Residential)	\$100.00/unit & \$1.00 surcharge
Mechanical (Replace Existing Residential)	\$35.00/unit & \$1.00 surcharge

Building Permit Fees Cont.

Plumbing Fee (Residential)	\$7.00/opening & \$1.00 surcharge
Re-Inspection Fee	\$40 per inspection
Re-Roof (Residential)	\$35.00 & \$1.00 surcharge

Re-Side (Residential) Retaining Wall (Over 4ft) Water Heater - Gas	\$35.00 & \$1.00 surcharge \$40.00 & \$1.00 surcharge \$35.00 & \$1.00 surcharge
Other Maintenance Work as determined by the Building Official	\$40.00 & \$1.00 surcharge
Refund Policy	Requests must be made in writing by permit applicant before any work has started. The applicant shall be responsible for 100% of plan review fee. All other fees shall be refunded.
Permit Expiration	Each permit issued shall expire if the work authorized by the permit is not commenced within 180 days from the date issued, or if a new inspection has not been scheduled or conducted for a period of 180 days after the last inspection.
Reissuance of Expired Permit	50% of building permit fee (plus plan review fee, if changes have been made to original plans)

Commercial Mechanical and Plumbing fees are based on valuation.
 Manufactured home install fees shall be based on the valuation of on-site
 work only.

UTILITY RELATED FEES

<u>Type of Fee</u>	<u>Fee</u>	<u>Authority</u>
Sewer Availability Charge	\$3,250.00	§53.08 (C)(5)
Sewer main Charge – Prior 2011 projects	\$4,288.20	§53.08 (C)(2&3)
Sewer Connection Permit	\$75.00	§50.02
Sewer Disconnection Fee	\$75.00	§50.02
Sewer Re-connection Fee	\$75.00	§52.04 (B)
Sewer Service per ERU	\$75.00/quarter	§50.02
Quarterly Sewer Charge per ERU	\$75.00	§50.02
Sewer Administrative Fee, Delinquent	\$25.00	§50.04 (A)
Sewer Late Fee	10% of unpaid balance	§50.04
Minimum Charge Metered Sewer Fee/Quarter (Includes first 12,000 gal)		§53.11
5/8 inch	\$57.64	
¾ inch	\$62.70	
1 inch	\$64.79	
1 ½ inch	\$66.85	
Larger or special meters	to be determined at time of installation	
Additional Flow above 12,000 gallons	\$8.82/1000	

UTILITY RELATED FEES CONT.

Water Meter Charges		
	5/8 inch with remote read	\$110.25
	3/4 inch with remote read	\$149.10
	1 inch with remote read	\$178.50
	Larger or special meters	Cost plus handling

CHARGES FOR SERVICES

<u>Type of Fee</u>	<u>Fee</u>
Assessment Searches	\$15.00
Ball Field Reservation	\$10.00
Community Room Rental -	
City Activity + Gov't meetings	no charge
Local Youth Club/Events	no charge / 1 inside event per month
Local School District/Community Education	no charge
All other uses	\$50/hour with minimum 2 hour rental
Copy of meeting Audio	\$5.00
Copy of meeting DVD	\$5.00
Copies:	
2-sided	\$.25/copy
Certified	\$.50/copy
Color	\$1.00
Documentation Search	Loaded labor rate, first 30 minutes-no charge
Police Services	\$125/hour plus mileage
Park Pavilion Reservation, Large	\$25.00
Park Pavilion Reservation, Small	\$10.00
Police CD/DVD	\$5.00
Slow Moving Vehicle Signs	\$15.00

**Equipment Rental Rates
Rates include operator**

<u>Type of Fee</u>	<u>Fee</u>
Mobilization Fee (all rentals)	\$245.00
1 Ton Dump Truck	\$95.00
1 Ton Utility Box & Crane	\$95.00
Dump/Gravel Truck	\$165.00
D-5 Cat Dozer w/Trailer	\$185.00
310 5C Ext-Hoe Backhoe/Loader	\$135.00
New Holland 90HP Tractor	\$95.00
930G CAT Wheel Loader (3 yd bucket)	\$160.00
Skid Steer 247 CAT	\$160.00
Motor Grader 135UF	\$185.00
Trailer Mount Sewer Jetter	\$185.00
1800 Water Tanker	\$105.00
Bobcat 5600 Toolcat	\$120.00
JD 27 mini-excavator	\$125.00
Misc w/trucks – sanders, plows	No charge, salt/sand at cost

**Equipment Rental Rates
Without Operator**

<u>Type of Fee</u>	<u>Fee</u>
50 KW Portable Generator	\$95.00
5 KW Portable Generator	25
Trash Pump 300GPM	25
Delivery Charge	\$125.00.00 plus mileage over 50 miles

**PELICAN WOODS CEMETERY
RELATED FEES / CHARGES FOR SERVICES**

COLUMBARIA:	<u>Price</u>	<u>Property Owner 20% Discount</u>	<u>Total</u>
Upper Tier Niche	\$1,460.00	292.00	\$1,168.00
Middle Tier Niche	\$1,360.00	272.00	\$1,088.00
Lower Tier Niche	\$1,260.00	252.00	\$1,008.00
Shallow Niche – Ends (Discount of \$100 from above tier pricing)			
Columbarium Opening/Closing: Overtime charge * \$150.00 (over 2 hours additional \$100.00/hour)			

Pelican Woods Cemetery cont.

<u>Type of Fee</u>	<u>Price</u>	<u>Property Owner 20% Discount</u>	<u>Total</u>
DEEDED BURIAL RIGHTS:			
Category 1 (one lot – one burial right)	\$600.00	120.00	\$480.00
Category 2 (one lot – two burial rights)	\$840.00	168.00	\$672.00
Category 3 (one lot – three burial rights)	\$1,080.00	216.00	\$864.00
Category 4 (one lot – four burial rights)	\$1,320.00	264.00	\$1,056.00
Category 5 (one lot – five burial rights)	\$1,560.00	312.00	\$1,248.00
Category 6 (one lot – six burial rights)	\$1,800.00	360.00	\$1,440.00
Phase I, Block 18 (individual cremain sites)	\$350.00	70.00	\$280.00
Select Lots: one cremain site	\$450.00	90.00	\$360.00
Select Lots: two cremain sites	\$550.00	110.00	\$440.00
(Additional burial rights on the same lot, purchased after the original purchase - \$300.00)			

Discounts available to property owners in Breezy Point.

INTERMENT / Traditional Burial

Full Opening (summer/winter) \$400.00/\$500.00
Overtime charge * - \$300.00 (over 2 hours additional \$100.00/hour)

INURNMENT / Cremation

Cremains (summer/winter) \$200.00/\$300.00
Overtime charge * - \$150.00 (over 2 hours additional \$100.00/hour)

* Overtime charged for all burials outside business hours (8:30 a.m. - 3:00 p.m., Monday - Friday).

MARKER INSTALLATION:

Family Marker	\$100.00
Individual Marker	\$50.00

Rebecca Ball _____

Brad Scott _____

Steve Jensen _____

Todd Roggenkamp _____

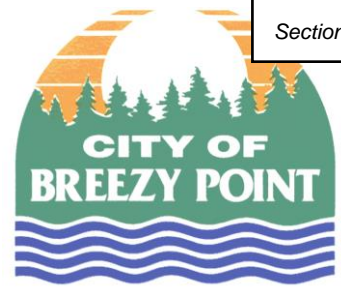
Michael Moroni _____

Adopted this 3rd day of March 2025.

Attest:

 Mayor Todd Roggenkamp

 Jerry Bohnsack, Interim City Administrator



TO: Mayor and Council

FROM: Police Chief Brian Sandell

DATE: February 25, 2025

MEETING DATE: March 3, 2025

Agenda Item: Hamilton Resignation

Background: Luke Hamilton has been a part-time police officer for our department since March 12, 2018. Luke submitted a resignation letter effective March 7, 2025.

Requested Action: Accept Hamilton's resignation effective March 7, 2025.

Luke Hamilton
1114 Broadway Street
Brainerd, MN 56401
2/21/2025

Brian Sandell
Police Chief
Breezy Point Police Department
8361 County Road 11
Pequot Lakes, MN 56472

Dear Brian Sandell:

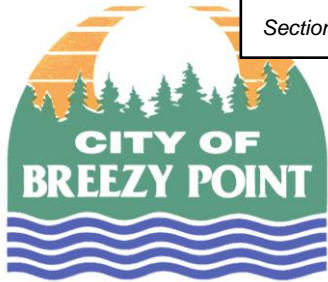
It is with a heavy heart that I submit my resignation from the Breezy Point Police Department. I am truly grateful for the privilege and honor to have been a part of such a great team! Thank you for the opportunity, it has been greatly appreciated. Due to life circumstances and family needs I am no longer able to meet the obligations that the Breezy Point Police Department expects and deserves.

My last day at Breezy Point Police Department will be 3/7/2025. I wish you and the rest of the Officer's the best and know that I continue to pray for you all.

Sincerely,



Officer Luke Hamilton #265



TO: Mayor and Council

FROM: Police Chief Brian Sandell

DATE: February 25, 2025

MEETING DATE: March 3, 2025

Agenda Item: Ballistic Helmet Purchase

Background: Officer have requested ballistic helmets to be used on calls involving the use of firearms. These helmets provide officers with extra protection on these calls and where a business or residence needs to be searched.

A quote was obtained from Armor Express for eight ballistic helmets at a cost of \$8,850.56. This was a budgeted expense.

Requested Action: Approve the purchase of eight ballistic helmets at a cost of \$8,850.56.



COMMENCEMENT DATE: 2/17/2025
 EXPIRATION DATE: 3/31/2025
 QUOTE NUMBER: **NASPO 164712**
 RSM: **Matt Krembs**
 REFERENCE:

Quote

Sold to: Breezy Point Police Department ATTN: Sgt Joe Garcia 8361 County Rd 11 Breezy Point, MN 56472 Tel: Fax: Email:	Ship to: (SAME)
--	-----------------

No. Units	Description	Price (Ea.)	Extended Amt.
8	AIRE helmets, black, full cut, pkg 3. SPECIFY SIZE(S) NEEDED HELASLEFCBKXL3	\$1,106.32	\$8,850.56
0			\$0.00
1			\$0.00
1			\$0.00
	USE NASPO PRICE CONTRACT NUMBER 164712 FOR THIS ORDER		\$0.00
	Subtotal		\$8,850.56
	"Estimated Shipping Cost"		(INCLUDED-NASPC \$8,850.56)

When exporting plates, helmets or shields outside of the USA, Export License and End User Certificate are required. Any items to be exported must be in accordance with the Export Administration Regulations. Diversion contrary to U.S. law is prohibited

MATT KREMBS
 Matt Krembs email:mkrembs@armorexpress.com Direct# 715-574-2588
 (Territory Manager-IL/MN/WI)

Ship via: UPS Ground Net: TBD Estimated Ship Date: TBD ARO

Prices are FOB: Central Lake, Michigan Freight to be added at time of shipment.

To assure proper pricing, **write Quote Number on all purchase orders** utilizing this quote.

Phone: (231) 544-6090 Toll Free: (866) 357-3854 Fax: (231) 544-6734
www.armorexpress.com

TO: Mayor and City Council
FROM: Jerry Bohnsack, Interim City Administrator
RE: 2025 Tort Liability Waiver
DATE: March 3, 2025



When the City renews its insurance through the League of Minnesota Cities Insurance Trust, LMCIT asks the City to review whether or not we want to waive municipal tort liability limits. This decision is an annual election made by the City Council. The City has not waived the monetary tort limits in the past. The City has liability coverage in the amount of \$2,000,000. This is the standard amount provided by LMCIT. The City can carry additional excess liability coverage without waiving the statutory tort limits. As you may recall we had additional coverage beyond this for paramedic coverage as well. This additional coverage is now limited to the contract alone.

The State of Minnesota has established tort limits for cities. Currently the limit established as a single claimant is \$500,000. The total tort liability with multiple claimants for a single occurrence is \$1,500,000. The league increased its minimum liability coverage for cities to \$2,000,000. The minimum was increased in part to protect cities and also to provide additional coverage for those claims that are not covered by the statutory tort limit. If the City does not waive the statutory limit we have coverage up to that amount for a claim that is not subject to the tort limits.

If the council chooses to waive the limits, a single claimant could potentially recover up to \$2,000,000 for a single occurrence, and there is not limit to the number of claimants per occurrence. In this case, excess coverage would need to be purchased in increments of \$1,000,000 up to \$5,000,000. Underwriting would need to determine our additional costs.

Again, the City has never waived the tort liability limit, and staff recommends we continue this practice.

Council Action

Staff recommends that the City does not waive the statutory tort liability limits for 2025.

PEQUOT LAKES PUBLIC SCHOOLS

April 2025 Bond Referendum and Capital Projects Levy

On Tuesday, April 8, Pequot Lakes Public Schools will ask district residents to consider two ballot questions: A \$55 million bond referendum and a 10-year, \$600,000 annual capital projects levy.

Our Challenges

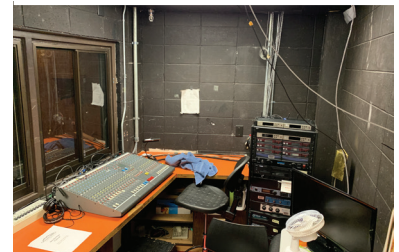
Why is the district proposing these investments?

- We have **reached capacity in instructional spaces** as our destination district has grown and thrived. Without optimal space and updates to classrooms, our district will not be able to meet the evolving needs of our students.
- Our schools can **enhance student, parent, and visitor safety** with secure building entrances, more parking, and safer drop-off loops.
- Our buildings need **routine repairs and maintenance to ensure efficiency and accessibility**.
- Textbooks, curriculum materials, and technology require regular updates over time to provide students with the **best tools to support their learning**.

Our Plan

The proposed plan aims to invest in the long-term quality of our schools, classrooms, and infrastructure. If approved by voters, the funds would:

- **Enhance Safety & Security:** Adding a secure, centrally-located entryway at the high school and improving traffic safety with more parking and better traffic flow at all schools.
- **Address Deferred Maintenance:** Fixing overdue maintenance across all facilities to ensure healthy, safe, and energy-efficient learning environments. Includes replacing roofs, plumbing and accessibility features in restrooms, mechanical system upgrades, LED lighting, and repairs and updates to auditorium equipment.
- **Add space for career, technology and trades education:** A new addition dedicated to woods, metals, robotics and other trades education would provide more opportunities for students to explore career options in high-demand fields. Culinary spaces will also be added and updated.
- **Expand Instructional Spaces:** Current spaces would be remodeled to create classrooms and a new multi-purpose space would be added to the middle school. An early childhood addition would be added at Eagle View elementary, including classrooms and a large motor room.



Above: Overcrowded lunch lines, ceiling leaks from worn out roofs and obsolete auditorium technology.

How does this plan differ from the 2023 referendum?

After voters rejected a previous referendum plan in November 2023, we held over 20 meetings with members of our school community and randomly surveyed 500 district residents to create a new plan that better focuses on students' top needs. **The new plan, which residents will vote on April 8, differs from the 2023 referendum in several key ways:**

- The new plan will cost the average homeowner 36% less than the 2023 plan, if both questions are approved.
- The new plan omits investments in athletics facilities like ball fields and the track.
- Instead of building a brand new auditorium, the new plan calls for targeted investments in the existing auditorium to get the most out of our existing space.
- The new plan aims to maximize and reconfigure the use of existing classroom space to address overcrowding, rather than rely exclusively on new construction.



Above: A rendering of proposed playground improvements at Eagle View Elementary and an example of a large motor space for early childhood education.

The Tax Impact

If voters approve both referendum questions, the tax impact on an average home in our district (approximate value of \$400,000) would be \$16.25 per month – \$13.42 per month for Question One and \$2.83 per month for Question Two – starting with taxes payable in 2026. To determine the tax impact on your property, use our tax calculator at Patriot-Vision.org/tax-impact.

What happens if voters reject the referendum?

- Completion of deferred maintenance items will happen at a much slower pace, and come at higher costs due to inflation.
- Select classrooms in all three schools will remain undersized or inadequate. Career, technology, and trades classes will continue to be taught in spaces not designed to teach skills for today's modern workforce.
- Other spaces for early childhood education, art, and culinary science will remain at capacity or not fully equipped to serve students' needs.
- Traffic safety improvements related to the dropoff loop and parking lots will be postponed for the foreseeable future, and the high school entrance and office will not receive the security enhancements.
- Our district will have less flexibility and resources to fund textbooks, curriculum materials and technology each year.

How to Vote

There are two ways to make your voice heard in this important community decision.

- Vote early starting Friday, February 21 via absentee ballot.
- Vote at your combined polling place on Tuesday, April 8 between 7:00 a.m. and 8:00 p.m.



For more information on voting, visit Patriot-Vision.org/vote

QUESTION ONE BREAKDOWN

SAFETY AND SECURITY - \$9.5 MILLION

HS OFFICE & ENTRANCE ADDITION,	\$5.5M
NEW SCIENCE ROOM, SECURITY ZONING	
TRAFFIC FLOW/PARKING UPGRADES	\$4M

MAINTENANCE - \$19 MILLION

ROOF REPLACEMENTS	\$3M
MECHANICAL/HVAC	\$3.6M
LED LIGHTING/EFFICIENCY	\$3M
AUDITORIUM REPAIRS/EQUIPMENT	\$2M
RESTROOMS/LOCKER ROOMS	\$1.1M
BOILER @ EAGLE VIEW	\$500K
KITCHEN UPDATES	\$500K
EAGLE VIEW PLAYGROUND	\$350K
OTHER ITEMS (SIDEWALKS, DOORS, FENCING, ELECTRICAL, PUMPS, CARPETING, ETC.)	\$5M

CAREER, TECHNOLOGY, AND TRADES EDUCATION - \$16 MILLION

NEW TRADES LABS FOR WOODS, METALS, MACHINING, ROBOTICS, GRAPHIC ARTS	\$14.5M
NEW CULINARY LAB + REMODEL	\$1.5M

INSTRUCTIONAL SPACES - \$10 MILLION

NEW MS MULTI-PURPOSE SPACE	\$5M
NEW EARLY CHILDHOOD SPACE	\$3.7M
CLASSROOM REMODELS	\$1.3M



Visit Patriot-Vision.org to learn more

Section 7, Item A.



Estimated Annual Tax Impact

		Q1: School Building Bond	Q2: Capital Projects Levy		
Bond Amount		\$55,000,000	\$600,000/year		
Term of Bond		21-year term	10-year term		
Property Type	Est. Market Value	Estimated Tax Increase		Combined Tax Impact	
		Annual	Annual	Annual	Monthly
Residential Homestead	\$250,000	\$93	\$20	\$113	\$9
	\$300,000	\$116	\$25	\$141	\$12
	\$400,000	\$161	\$34	\$195	\$16
	\$500,000	\$206	\$44	\$250	\$21
	\$600,000	\$258	\$55	\$313	\$26
	\$800,000	\$361	\$77	\$439	\$37
	Commercial & Industrial	\$250,000	\$175	\$38	\$213
	\$500,000	\$382	\$82	\$464	\$39
	\$1,000,000	\$795	\$170	\$965	\$80
Seasonal Recreation (Cabins)	\$250,000	\$103	\$22	\$125	\$10
	\$500,000	\$206	\$44	\$251	\$21
	\$1,000,000	\$464	\$99	\$564	\$47



Examples: Spaces for Career, Technology, and Trades education

Current

Future



NOTE: Future images are examples from different schools that architects determined are similar to the spaces included in Question One. They are for demonstrative purposes only and should not be considered exact representations of the proposed spaces.

Founded in 1998



Paul Bunyan Scenic Byway, dedicated to RECREATION! Wide-shouldered, paved county roads offer a 54-mile scenic route to drive, bike, hike, walk trails, paddle waters, visit parks, gardens, playgrounds, wildlife management areas, and historical sites.

Explore the Lore!
PaulBunyanScenicByway.org

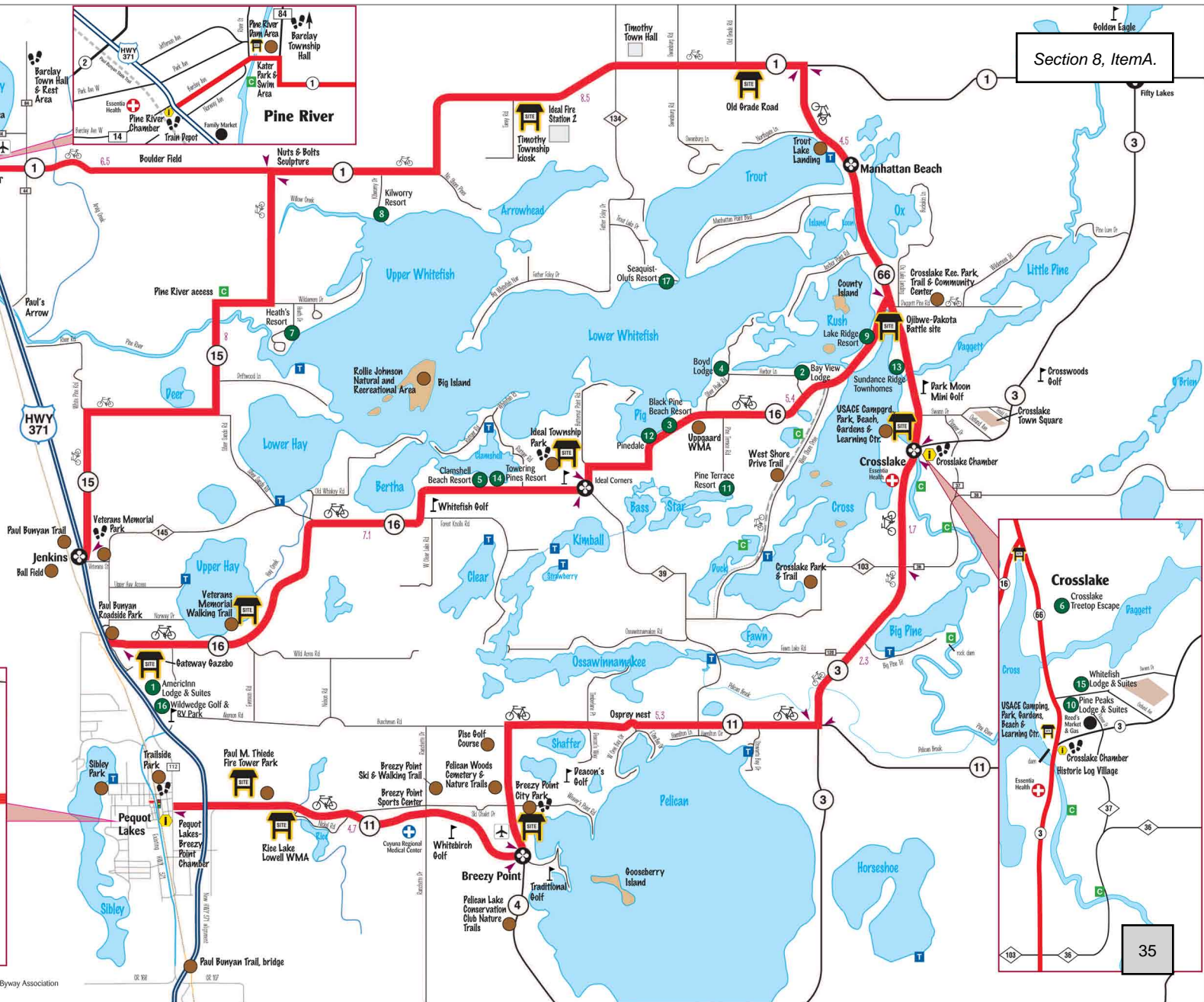


Scenic Byway route mileage	
CSAH 1	15
CSAH 66	4.5
CSAH 3	4
CSAH 11	10
CSAH 16	12.5
CSAH 15	8

- Scenic Byway
- ↔ 4.7 ↔ Mileage marks
- Paul Bunyan Trail
- 8 ft shoulder
- 6 ft shoulder
- City/Town
- Chamber
- Interpretive Kiosk
- Paul's Footprints
- Golf Course
- Lodging
- Parks, Trails, Beaches, Rivers
- Grocery
- Cuyuna Regional Medical Breezy Point (218) 568-4926
- Essentia Health Clinic Crosslake: (218) 692-1010
- Essentia Health Clinic Pequot Lakes: (218) 568-4416
- Essentia Health Clinic Pine River: (218) 587-4416
- Airport
- Public Water Access (Trailer)
- Public Water Access (Carry)



©2022 All Rights Reserved Paul Bunyan Scenic Byway Association
 circulation 30,000



Section 8, Item A.

35

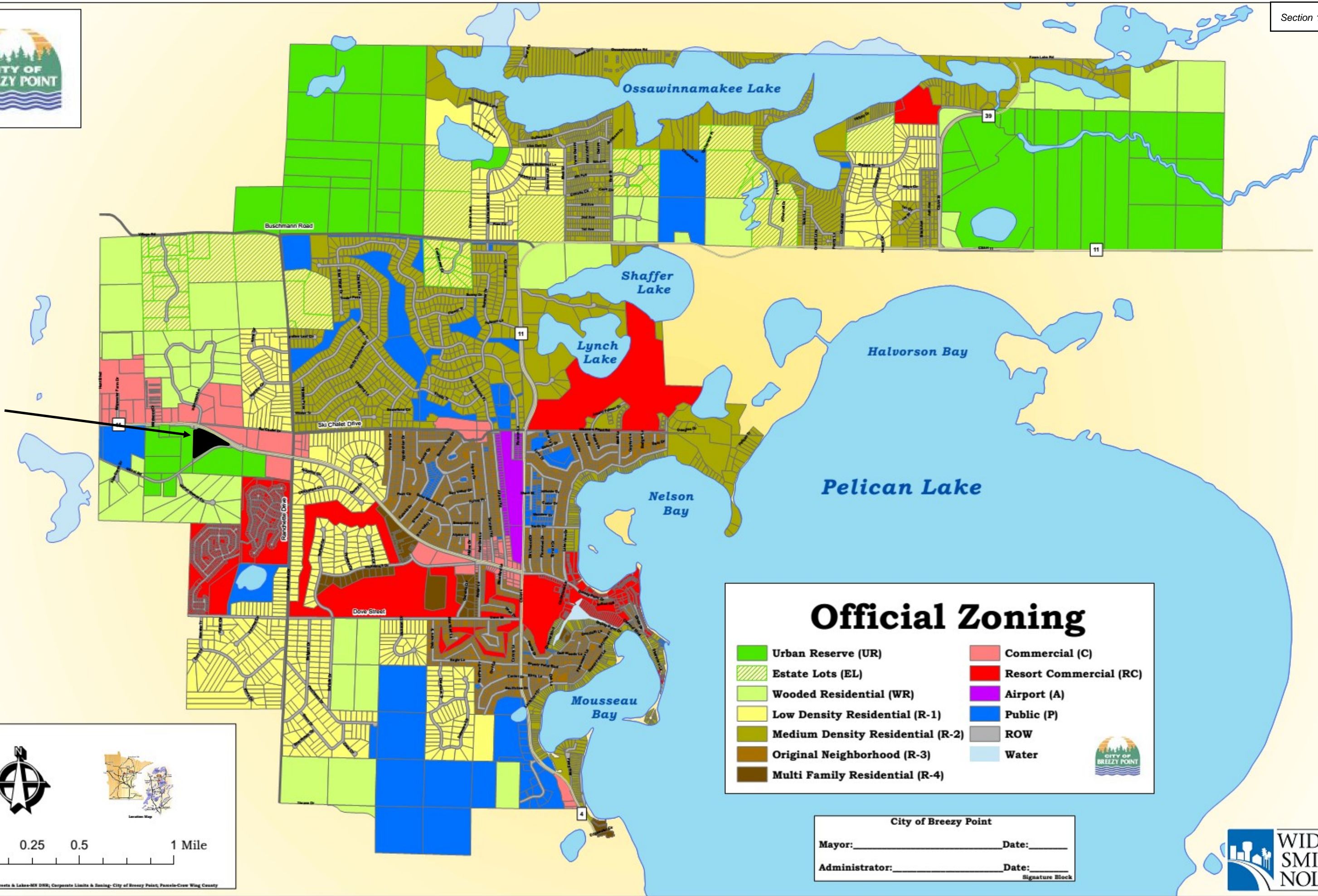
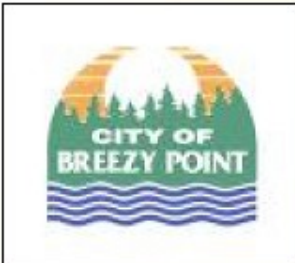
TO: Mayor and City Council
FROM: Jerry Bohnsack, Interim City Administrator
RE: Rezoning Request UR to WR Lovejoy
DATE: March 3, 2025



The applicant has petitioned to Rezone 10.37 acre parcel currently zoned UR – Urban Reserve (10 acre minimum lot size) to WR – Wooded Residential (5 acre minimum lot size)

Planning Commission has held hearing to consider request and has recommended to the Rezone UR to WR.

Applicant intention to subdivide the 10 acre parcel into 2 lots each 5 acres+.



Official Zoning

Urban Reserve (UR)	Commercial (C)
Estate Lots (EL)	Resort Commercial (RC)
Wooded Residential (WR)	Airport (A)
Low Density Residential (R-1)	Public (P)
Medium Density Residential (R-2)	ROW
Original Neighborhood (R-3)	Water
Multi Family Residential (R-4)	

0 0.25 0.5 1 Mile

Data Source: Streets & Lakes-NR DNR; Corporate Limits & zoning: City of Breezy Point; Pierce-Crow Wing County

City of Breezy Point

Mayor: _____ Date: _____

Administrator: _____ Date: _____

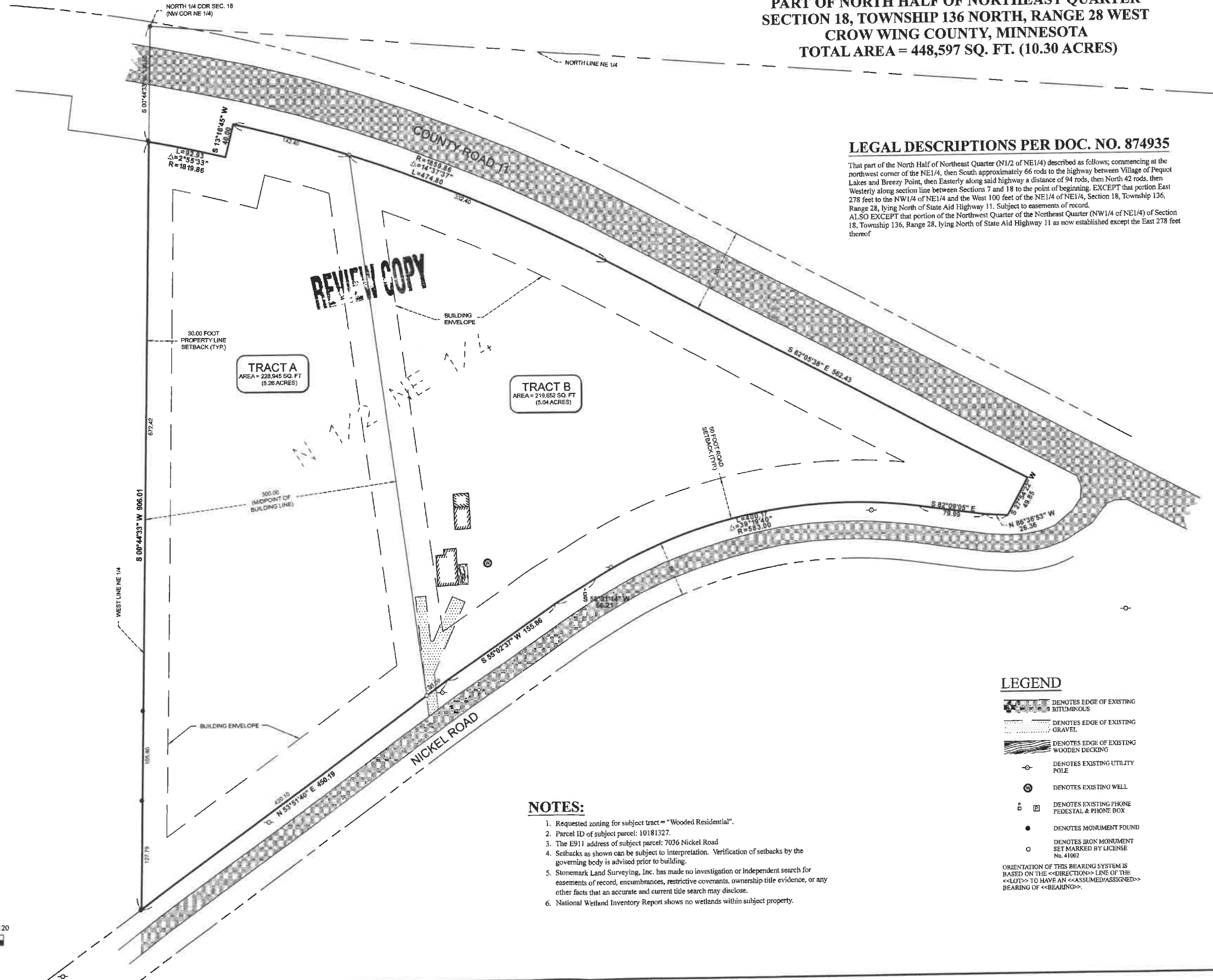
Signature Block



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

CERTIFICATE OF SURVEY

PART OF NORTH HALF OF NORTHEAST QUARTER
SECTION 18, TOWNSHIP 136 NORTH, RANGE 28 WEST
CROW WING COUNTY, MINNESOTA
TOTAL AREA = 448,597 SQ. FT. (10.30 ACRES)



LEGAL DESCRIPTIONS PER DOC. NO. 874935

That part of the North Half of Northeast Quarter (N1/2 of NE1/4) described as follows; commencing at the northwest corner of the NE1/4, then South approximately 66 rods to the highway between Village of Pequot Lakes and Breezy Point, then Easterly along said highway a distance of 94 rods, then North 42 rods, then Westerly along section line between Sections 7 and 18 to the point of beginning, EXCEPT that portion East 278 feet to the NW1/4 of NE1/4 and the West 100 feet of the NE1/4 of NE1/4, Section 18, Township 136, Range 28, lying North of State Aid Highway 11. Subject to easements of record.
ALSO EXCEPT that portion of the Northwest Quarter (NW1/4) of NE1/4 of Section 18, Township 136, Range 28, lying North of State Aid Highway 11 as now established except the East 278 feet thereof

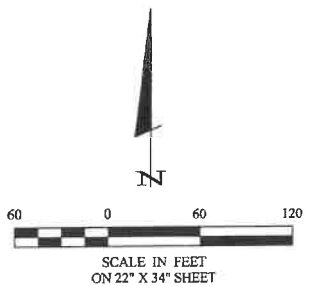
LEGEND

- DENOTES EDGE OF EXISTING BITUMINOUS
- DENOTES EDGE OF EXISTING GRAVEL
- DENOTES EDGE OF EXISTING WOODEN DECKING
- DENOTES EXISTING UTILITY POLE
- DENOTES EXISTING WELL
- DENOTES EXISTING PHONE PEDESTAL & PHONE BOX
- DENOTES MONUMENT FOUND
- DENOTES IRON MONUMENT SET MARKED BY LICENSE No. 41062

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE <<DIRECTION>> LINE OF THE <<LOT>> TO HAVE AN <<ASSUMED/ASSIGNED>> BEARING OF <<BEARING>>.

NOTES:

1. Requested zoning for subject tract = "Wooded Residential".
2. Parcel ID of subject parcel: 10181327.
3. The E911 address of subject parcel: 7036 Nickel Road
4. Setbacks as shown can be subject to interpretation. Verification of setbacks by the governing body is advised prior to building.
5. Stonemark Land Surveying, Inc. has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.
6. National Wetland Inventory Report shows no wetlands within subject property.



30206 Rasmussen R
Suite 1
P. O. Box 84
Pequot Lakes, MN 5
218-566-4940
www.stonemarksurvey.com



I HEREBY CERTIFY THAT THIS SURVEY PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL ENGINEER OR LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

REVISIONS	DESCRIPTION	DATE	BY

PROJECT No.:	24282	DATE:	2-06-2025
FILE NAME:	C24282.dwg	SCALE:	1" = 60'
FIELD BOOK:		HORZ.:	
BOOK:		VERT.:	
PG.			

CERTIFICATE OF SURVEY	DATE:	
Drawn by:	DATE:	
Checked by:	DATE:	
Project Manager:	DATE:	

**Breezy Point Planning Commission/
Board of Adjustment
January 14, 2025 – 6:30 P.M.
Regular Meeting minutes**

Oaths of Office

The oaths of office were postponed to later in the agenda.

Call to Order

Chair Marcy Weaver called the meeting to order at 6:30 pm

Roll Call

Planning and Zoning Administrator Peter Gansen conducted the roll call. All members were present. Joe Ayers, Lee Brisbin, Roger Theis, Marcy Weaver, and Teddy Zierden. Staff present included Gansen and Deputy Clerk Deb Runksmeier.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Approval/Amendment of the Agenda

This made a motion to approve the agenda. Ayers seconded the motion. The motion passed unanimously.

Election of Officers

Marcy was nominated and elected as Chair. Joe Ayers was appointed to Vice Chair.

This nominated Marcy Weaver for Chair. Zierden seconded the motion. The motion passed unanimously.

Zierden nominated Joe Ayers for Vice Chair. Brisbin seconded the motion. The motion passed unanimously.

Open Forum

No members of the public approached to speak during the open forum.

Approval of Minutes

December 10, 2024 Planning Commission/Board of Adjustment Minutes

This made a motion to approve the December 10, 2024 minutes. Brisbin seconded the motion. The motion passed unanimously.

Petition for Rezoning Urban Reserve to Wooded Residential Z-24-001 Sarah Lovejoy 7036 Nickel Road

Petition for Rezoning Z-24-001 Lovejoy

Planning and Zoning Administrator Peter Gansen presented the staff report for the rezoning application. He explained that the applicant, Sarah Lovejoy, was requesting to rezone her property from Urban Reserve to Wooded Residential to allow for a smaller lot size of 5 acres. The property is currently approximately 10 acres. Peter noted that the rezoning would place the property in a more restrictive zoning category regarding most land uses. He recommended approval with the condition that a certificate of survey be required prior to applying to the city council.

Sarah Lovejoy approached the podium and explained her request. She stated that she wanted to split her property so her daughter and family could buy her current house, while she builds a new one on the split lot.

Several neighbors spoke in support of the rezoning request, including Gary Mitchell and John McGee. They emphasized the natural beauty of the area and expressed a desire to maintain larger lot sizes.

The commission discussed the application and the need for a survey. They decided to recommend approval to the city council, contingent on the survey confirming the property is at least 10 acres.

Zierden made a motion to recommend approval of the rezoning request to the city council, contingent on the current property being 10 acres or more so that both resulting lots would be 5 acres. Ayers seconded the motion. The motion passed unanimously.

Conditional Use Application for a Marina C-25-001 Breezy Point International Inc. 9252 Breezy Point Drive

Conditional Use Application for Marina C-25-001 Breezy Point International

Gansen presented the staff report for the conditional use application for a marina. He explained that the applicant, Breezy Point International Inc., was requesting to reclassify an existing harbor as a marina to allow for seasonal rentals of the 30 boat slips. Gansen noted that the area was already approved as a harbor in the 1980s, and the main change would be allowing rentals to non-resort guests.

David Landecker, representing Breezy Point International, explained the application. He clarified that the intent was for seasonal leases, with no additional services like gas pumps or overnight stays. He also addressed concerns about traffic and safety.

Several members of the public spoke, expressing concerns about increased boat traffic, safety issues in the channel, and the potential for overnight stays on boats. The commission discussed these concerns and worked with the applicant to add conditions to address them.

The commission added conditions to the approval, including:

- Maximum 30 mooring spaces.
- No additional docks or mooring spaces may be placed on Lots 1 – 26, Twenty First Addition to Breezy Point Estates.

- Protect existing vegetation in a 100 foot strip along the Breezy Channel on the channel side of said Lots 1 -26 no vegetation or land improvements allowed within this 100 foot strip.
- No additional excavation to increase size of Marina perimeter.
- Security lighting must be down lighted.
- Provide one parking space per mooring site (30).
- Consolidate lots 1 -26 into one tax parcel.
- Plantings of trees and shrubs between the marina and parking for stormwater.
- Native grass planting between marina and parking and exposed areas not to be regularly mowed however this area is allowed to be cleaned up annually.
- 3 - 4 foot walkways between the marina boardwalk and parking
- Golf Carts, ATVs, and similar vehicles are not permitted on walkways and boardwalks.
- No overnight stays on boats or vehicles
- No gas pumps
- Adding no wake signage within the marina
- Adding directional signage to keep traffic on the resort property

Weaver made a motion to approve the rezoning to Marina with conditions listed as stated on record. Ayers seconded the motion. The motion passed unanimously.

Staff Reports

February 11, 2025 Joint Planning Commission and Council Meeting

Peter Gansen announced his resignation from his position, effective January 28th. He has accepted a new position with a state agency. The commission expressed their appreciation for his work and contributions.

Peter discussed the upcoming joint meeting with the city council, suggesting it might be postponed to allow more time for review of ongoing projects, including the HGKI project and an assessment of buildable lots within the city.

Commissioner Reports

No specific commissioner reports were given.

Adjourn

The meeting was adjourned at 8:22 pm



11360 Business 371, PO Box 621
Brainerd, MN 56401

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

Section 13, Item A.

Invoice Number : 14956
 Invoice Date : 02/26/2025
 Customer Number : BREE01
 Job Number : 24134
 Due Date : 03/26/2025

Sold To:

Job:

City of Breezy Point
8319 Co Rd 11

Breezy Point, MN 56472

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
02/26/2025	Pay Application 5	231,812.16
	GROSS BILLINGS :	231,812.16
	NET BILLINGS :	231,812.16

Thank You

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF ???

PAGES

Section 13, Item A.

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

PROJECT: Renovation of City Hall
Breezy Point, MN

APPLICATION NO: FIVE

Distribution to:

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

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

PERIOD TO: February 28, 2025

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.

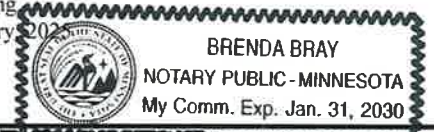
1. ORIGINAL CONTRACT SUM	\$	2,946,721.06
2. Net change by Change Orders	\$	
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	2,946,721.06
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	860,769.49
5. RETAINAGE:		
a. % of Completed Work (Column D + E on G703)	\$	0.00
b. % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	860,769.49
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	628,957.33
8. CURRENT PAYMENT DUE	\$	231,812.16
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	2,085,951.57

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.

CONTRACTOR: Hy-Tec Construction of Brainerd, Inc

By: [Signature] Date: February 26, 2026

State of Minnesota County of Crow Wing
Subscribed and sworn to before me this 26th day of February 2026
Notary Public: [Signature]
My Commission expires: 01/31/2030



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 \$ \$231,812.16

(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: 2/27/2025

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 13, Item A.

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: FIVE

APPLICATION DATE: 02/25/2025

PERIOD TO: 02/28/2025

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	\$16,230.23	\$5,071.95	\$0.00	\$21,302.18	42.00%	\$29,417.29	\$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	\$49,763.65	\$0.00	\$59,716.38	30.00%	\$139,338.22	\$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	\$9,799.48	\$0.00	\$9,799.48	100.00%	\$0.00	\$0.00
	Carpentry & Cabinets	\$326,636.61	\$241,711.09	\$13,065.47	\$0.00	\$254,776.56	78.00%	\$71,860.05	\$0.00
	Thermal & Moisture	\$219,185.35	\$65,755.61	\$32,877.80	\$0.00	\$98,633.41	45.00%	\$120,551.94	\$0.00
	Openings - Doors/Frames/Hardware	\$215,309.66	\$21,530.97	\$10,765.48	\$0.00	\$32,296.45	15.00%	\$183,013.21	\$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	\$10,412.66	\$14,577.73	\$0.00	\$24,990.39	12.00%	\$183,262.90	\$0.00
	Plumbing	\$85,709.87	\$17,141.97	\$35,998.15	\$0.00	\$53,140.12	62.00%	\$32,569.75	\$0.00
	HVAC	\$161,192.70	\$0.00	\$24,178.91	\$0.00	\$24,178.91	15.00%	\$137,013.80	\$0.00
	Electrical	\$396,817.19	\$103,172.47	\$35,713.55	\$0.00	\$138,886.02	35.00%	\$257,931.17	\$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	\$628,957.33	\$231,812.16	\$0.00	\$860,769.49	29.21%	\$2,085,951.57	\$0.00

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

DATE: 01/08/2025

The undersigned hereby acknowledges receipt of the sum of \$33,020.00

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 11/30/2024

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: Jim's Electric Co., Inc.
Address: 8296 Industrial Park Rd
Address: Baxter, MN 56425-8084
Signature: [Signature]
Title: Accounting Manager
Date: 01/29/25

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: 01/14/2025

The undersigned hereby acknowledges receipt of the sum of \$25,000.00

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 12/31/2024

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: Jim's Electric Co., Inc.
Address: 8296 Industrial Park Rd
Address: Baxter MN 56425-8084
Signature: [Handwritten Signature]
Title: Acting Mgr
Date: 01/29/25

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

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

24801

DATE: 02/10/2025

The undersigned hereby acknowledges receipt of the sum of \$519.00

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 01/21/2025

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: Greenday Rolloff Service
Address: PO Box 451
Address: Brainerd MN 56401
Signature: [Handwritten Signature]
Title: CEO
Date: 2/13/25

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: 02/10/2025

The undersigned hereby acknowledges receipt of the sum of \$2,340.77

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 01/21/2025

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: API Supply Inc.
Address: 624 Arthur Street NE
Address: Minneapolis MN 55413
Signature: [Signature]
Title: President
Date: 2.12.2025

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

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS 24824

DATE: 02/11/2025

The undersigned hereby acknowledges receipt of the sum of \$16,909.26

CHECK ONLY ONE OR LINE 1 WILL APPLY.

[X] 1. As partial payment for labor, skill and material furnished or to be furnished as of 01/31/2025

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: [Handwritten Signature]
Title:
Date:

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 24695

DATE: 01/14/2025

The undersigned hereby acknowledges receipt of the sum of \$3,300.00

CHECK ONLY ONE OR LINE 1 WILL APPLY.

X 1. As partial payment for labor, skill and material furnished or to be furnished as of 12/30/2024

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: Widseth
Address: 7804 Industrial Park Rd
Address: Baxter MN 56425
Signature: [Handwritten Signature]
Title: CFO
Date: 1/24/25

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.

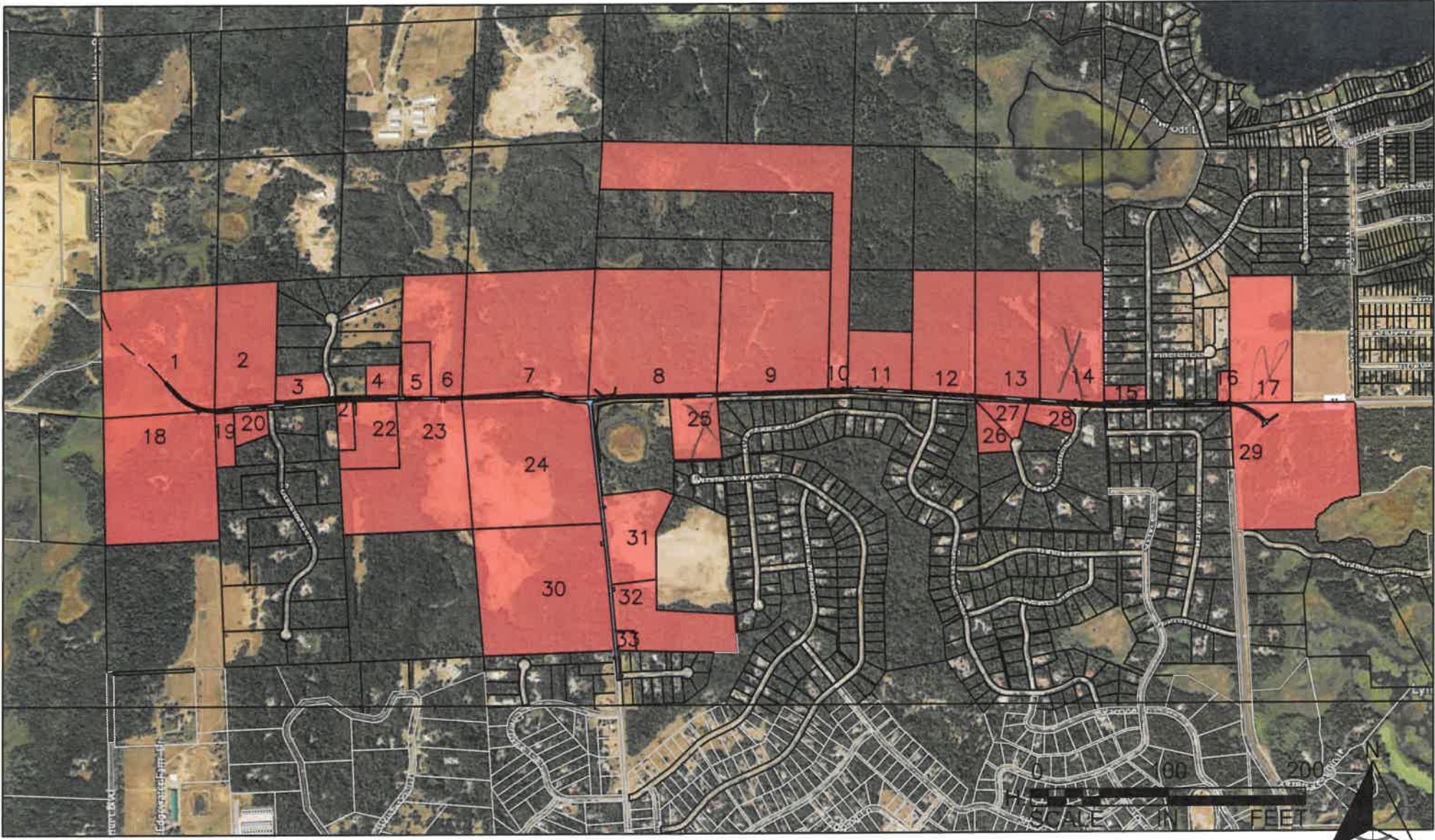
PLEASE MAIL/EMAIL THE COMPLETED LIEN WAIVER TO:

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

**CITY HALL REMODEL & EXPANSION PROJECT
AS OF 2/28/25**

Vendor	Description	Invoice	Date Paid	Amount
Hy-Tech Construction	General Construction Progress Billing	Pay App 1	14-Nov-2024	\$ 138,219.54
Hy-Tech Construction	General Construction Progress Billing	Pay App 2	26-Dec-2024	\$ 232,981.28
Hy-Tech Construction	General Construction Progress Billing	Pay App 3	8-Jan-2025	\$ 93,690.76
Hy-Tech Construction	General Construction Progress Billing	Pay App 4	5-Feb-2025	
Duet Resourse Group	Furniture downpayment	13573	5-Feb-2025	\$ 89,560.80
Expended from 401 Capital Fund:				\$ 554,452.38

Scheduled to be paid in March:				
Hy-Tech Construction	General Construction Progress Billing	Pay App 5	5-Mar-2025	\$ 231,812.16
Total thru March:				\$ 786,264.54



Buschmann Rd
ROW Layout
City of Breezy Point



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



Memorandum

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

From: Paul Sandy, Project Manager
WSB, LLC

Date: 03/03/2025

Re: WSB Project No. 022038-000 – Buschmann Road and Ranchette Drive
Reconstruction Project Update

Since our last update prepared for the City Council, WSB has continued making significant progress on several key components of the Buschmann Road/Ranchette Drive Reconstruction Project. Our recent efforts have been focused on advancing the right-of-way acquisition process, refining the final plans based on feedback from public works staff, and soliciting contractor quotes for necessary tree removals. Below is a comprehensive update on each of these areas:

I. Right-of-Way Acquisition

In accordance with the direction provided during the last closed session of the Council, WSB has been engaging with property owners to discuss the required right-of-way acquisitions. These discussions have included reviewing appraisals, negotiating terms, and working toward administrative settlements with each property owner. We have categorized the progress of these negotiations into four distinct groups:

1. **Property owners who have signed or are in the process of signing an administrative settlement** – 8 parcels
2. **Property owners likely to sign an administrative settlement** – 8 parcels
3. **Property owners who may agree to an administrative settlement but could still back out** – 5 parcels
4. **Property owners who have indicated they will not sign an administrative settlement** – 3 parcels

Considering the status of these negotiations, the Council must deliberate on how to proceed with the properties in categories 2-4. Given the current timeline and the ongoing right-of-way acquisition challenges, it is becoming increasingly likely that the project will need to be deferred to the 2026 construction season. To mitigate further delays, the Council should consider initiating the condemnation process for some or all of the unresolved parcels. This action would enable the City to gain legal ownership of the necessary easements before proceeding with the bidding process.

II. Tree Removal Quotes

WSB has actively solicited quotes from qualified contractors to conduct tree removal work before the April 15 deadline. This timeline is crucial due to the presence of Northern Long-Eared Bats, a federally protected endangered species, which imposes

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

seasonal restrictions on tree clearing activities. If the Council decides to defer the project to 2026, WSB recommends rejecting all current bids and reissuing the request for quotes at a later date.

Should the City opt to bid out the full project in the fall of 2025, the tree removal work could potentially be incorporated into the overall construction contract. This approach would ensure that all necessary clearing is completed before the regulatory deadline in 2026. Based on the discussions at tonight's meeting, the most practical course of action appears to be rejecting the current bids and reassessing the timing for issuing new solicitations. The Council will need to decide whether to issue a standalone bid for tree clearing later this year or to include the work as part of the complete construction package, ensuring all tree removals are completed by April 15, 2026.

III. Plans and Specifications

The project's plans are now fully developed, and the accompanying specifications and project manual are nearing finalization. Depending on the direction provided by the Council at tonight's meeting, there are two possible paths forward:

- **Proceed with authorizing the plans and specifications** to move forward with soliciting bids as soon as the right-of-way acquisitions are finalized.
- **Postpone bid authorization** until all parcels have been fully acquired, which would effectively push the project into the 2026 construction season.

Given the uncertainty surrounding right-of-way acquisition, deferring authorization until all properties are secured may be the more feasible option to avoid potential legal and logistical complications.

IV. WSB Fee Amendment 2

WSB has been tracking additional efforts that were not included in the original project scope. These extra hours primarily stem from significant post-public engagement modifications made to the plans following feedback from the September meeting. The key elements of this scope change are detailed in our fee amendment request. A substantial portion of this additional work pertains to the request from Crow Wing County to design and construct a dedicated turn lane from County Road 11 onto Buschmann Road. This enhancement has required additional design considerations, which are outlined in the amendment document. Furthermore, this aspect of the project will be governed by a City/County Construction Cost Share agreement. Once the final plans and cost estimates for the dedicated left-turn lane are completed, this agreement will be formally presented to the City for approval.

V. Next Steps & Council Considerations

Based on the discussions at tonight's Council meeting, the following key decisions need to be addressed:

1. Determining whether to proceed with or postpone right-of-way acquisitions through condemnation.
2. Deciding on the appropriate course of action regarding tree removal bid solicitations.

3. Establishing a timeline for authorizing project plans and specifications.
4. Reviewing and approving the WSB Fee Amendment 2 and the City/County Construction Cost Share agreement for the dedicated turn lane project.

WSB will continue to provide updates and recommendations as we progress through these critical phases. We appreciate the Council's guidance and look forward to working together to ensure the successful execution of this project.

QUOTE TABULATION SUMMARY

Buschmann Road and Ranchette Drive Tree Clearing Package

City of Breezy Point, MN

WSB Project No. 022038-000

Quote Opening: February 21, 2023 at 2:00 p.m. local time



■ DENOTES CORRECTED FIGURE

Contractor	Bid Security (5%)	Base Bid Total	Grand Total Bid
1 DeChantal Excavating, LLC	N/A	\$25,305.00	\$25,305.00
2 Pratt's Affordable Excavating, Inc.	N/A	\$47,950.00	\$47,950.00
3 Rardin Excavating, Inc.	N/A	\$73,075.00	\$73,075.00
Engineer's Opinion of Cost		\$32,785.00	\$32,785.00

I hereby certify that this is a true and correct tabulation of the bids as received on February 21, 2025.

Paul Sandy, PE Project Manager

Quote Tabulation

Quote Opening: February 21, 2025 at 2:00 p.m. local time

City of Breezy Point, MN

WSB Project No. 022038-000 Buschmann Road and Ranchette Drive Tree Clearing Package



DENOTES CORRECTED FIGURE

Line No.	Material No.	Item	Units	Quantity	Engineer's Estimate		DeChantal Excavating, LLC		Pratt's Affordable Excavating, Inc.		Rardin Excavating, Inc.	
					Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Base Bid												
1	2021.501	MOBILIZATION	LS	1	\$5,000.00	\$5,000.00	\$2,400.00	\$2,400.00	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00
2	2101.505	CLEARING	ACRE	3.05	\$7,500.00	\$22,875.00	\$7,100.00	\$21,655.00	\$15,000.00	\$45,750.00	\$22,500.00	\$68,625.00
3	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$1,250.00	\$1,250.00	\$1,200.00	\$1,200.00	\$1,950.00	\$1,950.00
					Base Bid	\$32,875.00		\$25,305.00		\$47,950.00		\$73,075.00

Certified By: 

License No. 53635

Date: February 24, 2025

	2024	2023	2022	2021	2020	2019	2018	2017								
	#	Value	#	Value	#	Value	#	Value								
New Dwelling Units	29	11,701,000	21	10,999,000	29	15,239,000	58	19,067,000	38	9,376,000	26	9,002,000	19	4,498,000	16	4,501,000
Residential	58	2,101,400	61	1,544,000	52	1,648,000	88	1,385,000	46	1,191,800	36	1,031,200	36	932,575	68	1,033,046
Remodels & Additions)																
Commercial	2	2,957,200			3	540,000	5	1,443,000	0	-	3	481,000	11	3,303,600	1	20,000
Commercial Remodel	14	232,000	8	183,000	9	468,000	9	146,000	6	522,000	12	157,000	0	0	3	263,033
Commercial Roofing					1	10,000	0		1	20,000	4	125,000	5	276,000	11	1,939,000
Garages & Sheds	23	1,341,000	16	975,000	19	1,086,000	20	356,000	17	529,000	16	653,500	18	509,300	9	163,000
Campgrounds	12	75,300	14	140,000	13	119,000	6	29,000	10	122,000	9	71,800	7	70,285	16	82,275
Miscellaneous	38		34		40	4,000	13	13,000	40	133,500	26	71,900	28	40,844	14	32,800
(Furnace/Mechanical)																
Re-roofing	74		22		34		32		31		26		29		78	
Relocated Structures					1	10,000	2	297,000								
TOTALS	251	18,407,900	176	13,841,000	201	19,120,000	233	22,736,000	189	11,894,300	158	11,593,400	153	9,630,604	216	\$8,034,154

TO: Mayor and City Council
FROM: Joe Zierden, Public Works Supervisor
RE: March 3, 2025
DATE: Streets Committee Meeting (2/20/2025) Staff Report



Summary:

- Nick Peterson with Widseth shared updated sewer map and lift station inventory
- Road project candidates include:
 - Piney Way
 - Bluebird Lane
 - Camp Lora
 - Sand Beach Dr
 - Circle Drive
 - Cross Street
- 2025 Edgewater Circle paving to occur in partnership with Pelican Township
- City council should have discussion on assessment policy if changes are desired

City of Breezy Point

Cash, Cash Equivalants & Investments

As of January 31, 2025

Section 17, Item A.

	Cash	Money Market Funds	Certificates of Deposit	Gov't Bonds	Maturing	Estimated Yield	Prior 30-day Yield	
Pine River Checking	\$ 2,704,973.11							
Pine River Property Disposal	\$ 1,231.88							
Financial Northeastern Securities		\$ 1,195,573.39				4.26%	4.41%	↓ Monthly
PMA 4M Fund		\$ 1,796,184.42				4.37%	4.50%	↑ Monthly
Multi-Bank Securities (MBS)		\$ 417,034.58				3.44%	3.60%	↓ 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)			\$ 995,520.00		3/13/2025			
Multi-Bank Securities (MBS)			\$ 127,846.72		5/28/2026	0.73%	0.73%	
Northland Securities		\$ 1,116,673.77				3.54%	3.70%	↓ Monthly
Northland Securities			\$ 237,307.00		12/11/2025	0.51%	0.51%	
Northland Securities			\$ 219,282.75		2/18/2026	1.79%	1.79%	→ Monthly
Northland Securities			\$ 233,710.40		2/23/2027	2.04%	2.04%	→ Monthly
Wells Fargo		\$ 515,095.85				3.96%	4.13%	↓ Monthly
Wells Fargo			\$ 244,120.45		3/31/2025	2.20%	2.21%	
Wells Fargo				\$ 236,638.15	2/25/2026	0.83%	0.83%	
Wells Fargo			\$ 206,330.85		9/25/2026	0.68%	0.68%	
Wells Fargo			\$ 233,360.05		2/17/2027	1.94%	1.93%	
TOTALS	\$ 2,706,204.99	\$ 5,040,562.01	\$ 2,497,478.22	\$ 236,638.15				

TOTAL ALL FUNDS \$ 10,480,883.37

City of Breezy Point

Fund Balances*

As of January 31, 2025

General Fund	\$ 1,264,874.13
EDA Fund	\$ 2,670.31
TIF District	\$ (640.72)
Cemetery Fund	\$ 202,454.96
Debt Service Fund	\$ 329,869.90
Capital Fund	\$ 4,145,348.57
Sewer Operating Fund	\$ 467,695.37
Sewer Capital Fund	\$ 3,995,679.64
Escrow Reserve Fund	\$ 1,511.11
	<hr/>
	\$ 10,409,463.27

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