



CITY COUNCIL REGULAR MEETING

Monday, July 07, 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. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. OPEN FORUM

5. PUBLIC HEARING - EDGEWATER CIRCLE IMPROVEMENT

[A.](#) Public Hearing - Edgewater Circle Road Improvement

6. CONSENT AGENDA

[A.](#) Minutes City Council Meeting June 2, 2025

[B.](#) Claims Totaling \$707,608.27 E-checks 3915e-3939e Checks 140335-140403

[C.](#) Resolution Approving Administrator as Signatory

[D.](#) Pavilion Request - Bike Around Minnesota

[E.](#) Crow Wing County Municipalities Region Five Development Commission Nomination

7. SANITARY SEWER EXTENSION

[A.](#) Consider Bids received July 3, 2025. Award Bid to lowest responsible bidder.

8. SPECIAL ASSESSMENT POLICY DISCUSSION

[A.](#) City Assessment Policy Information and Comparisons

9. TRANSPORTATION PLANNING STUDY COST SHARE AGREEMENT

[A.](#) Professional Services Cost Share Agreement for Transportation Planning Study

10. POLICE VEHICLE PURCHASE

[A.](#) 2026 Chevy Tahoe

11. CITY STREET PARKING

[A.](#) Dove Street Information

12. SHOREVIEW LANE EROSION AND INSTABILITY

[A.](#) Shoreview Lane Erosion Concerns

13. CITY HALL - HY TEC PAYMENT

[A.](#) City Hall Renovation - HyTec Pay Application #9

14. SHOREVIEW LANE REPAIR - GLADEN CONSTRUCTION FINAL PAYMENT

[A.](#) Shoreview Lane Ice Damage Repair Final Payment

15. CITY UPDATES

Butterfly Release - July 19th at 11 am

[A.](#) Department Information

16. SUSPEND REGULAR SESSION

17. MOVE TO CLOSED SESSION under Minn. Stat. 13D.05, subd. 3(c)

DISCUSS LAND ACQUISITION FOR BUSCHMANN ROAD - WSB

18. REOPEN MEETING

19. ADJOURN

City of Breezy Point
Crow Wing County
State of Minnesota

NOTICE is hereby given that a public hearing will be held before the City Council on July 7, 2025, in the temporary City Council Chambers – Breezy Point Public Safety Building located at 8361 Co. Rd. 11, Breezy Point, MN 56472 at 6:30 pm, or shortly thereafter, to consider making improvement on Edgewater Circle within the City of Breezy Point County Road 4 to approximately 350 feet East. Street reconstruction of base and bituminous surface pursuant to Minnesota Statute 429.011 to 429.111 The area proposed to be assessed for the improvement is the property adjacent to Edgewater Circle. The estimated cost of the improvement is \$21,630.45. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

Jerry Bohnsack
Interim City Administrator

TO: Mayor and City Council
FROM: Jerry Bohnsack, Interim City Administrator
RE: Edgewater Drive
DATE: July 7, 2025



The timing of this improvement (street rehab) is prompted by Pelican Township who is proposing to improve all of Edgewater Drive. A Portion of Edgewater Drive is located in the City of Breezy Point. (approximately 25% - 397 ft +/-) The township has approached the city about participating in the improvement project.

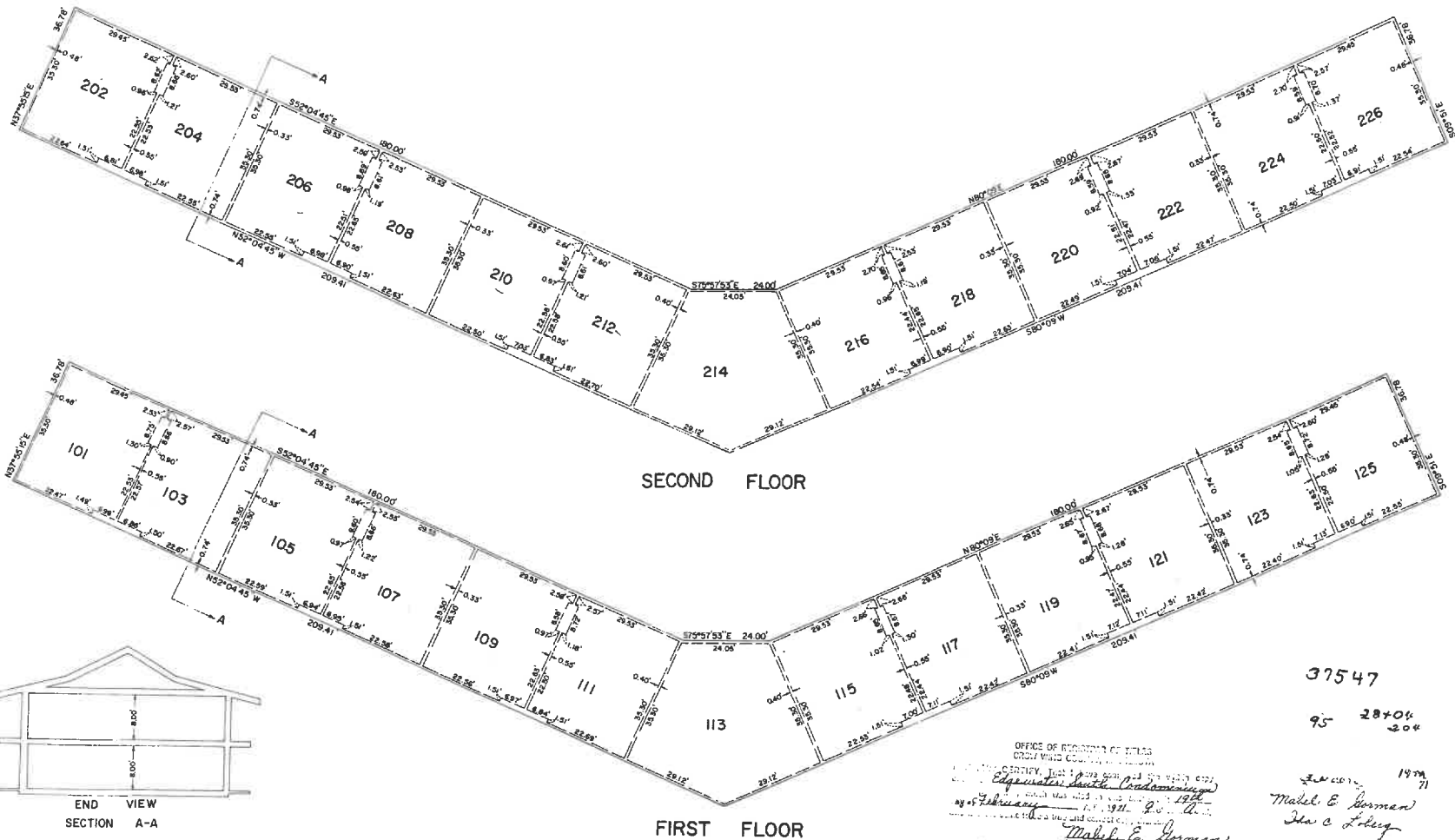
The city's street inventory identifies Edgewater Road rating as a 4. The rating indicates a need for full depth reclamation.

Economies of scale, having a consistent roadway throughout, and the road rating (4) indicate a need for the improvement project. We do not have any record of when Edgewater was last rehabilitated, but we estimate that it was paved in approximately 1978 at the same time that sewer was extended. (annexation 1978)

Options:

- 1) Order the improvement assess based on policy 100%
- 2) Order the improvement and assess similar to Ossawinnamakee Road (50%)
- 3) Order the improvement and assess based on a professional appraisal of benefits.
- 4) Decline the improvement.
- 5) Other.

EDGEWATER SOUTH CONDOMINIUM



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 95 28x04
 204

OFFICE OF REGISTERED SURVEYORS
 GUYANA
 I, MABEL E. GORMAN, Justices of the Peace, do hereby certify that the above is a true and correct copy of the plan as filed in my office on the 19th day of February 1971. G.E. Gorman
Mabel E. Gorman
 Registrar

1971
 Mabel E. Gorman
 J. C. Foley



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.

Edgewater







CITY OF BREEZY POINT
ROAD IMPROVEMENT AND ASSESSMENT POLICY

PURPOSE: A written policy is needed in order to provide uniform and consistent action for road maintenance, improvements and assessment practices. This policy is accepted by council motion and can be modified by council motion as necessity may dictate.

PART I - DEFINITIONS

COLLECTOR ROAD: Roads that collect local roads and provide for the movement of people and commodities to county roads. Also referred to as thoroughfares.

LOCAL ROADS: Roads that have a primary function of providing access to property.

SPECIAL ASSESSMENT: An assessment to specific benefited properties of an improvement.

MINIMUM MAINTENANCE ROAD: Local roads dedicated as city road by plat but not meeting minimum standards of an improved road.

MAJOR REHABILITATION: An improvement of any road which may include ditching, reconstruction of road bed, Class V, and bituminous surfacing or any combination thereof.

MILL AND OVERLAY: The removal of the top portion of bituminous and replacement of a new mat of bituminous.

BASIC OVERLAY: Overlay of existing bituminous roads with adequate drainage and requiring no engineering

PART II – ROAD CLASSIFICATIONS

- A. Collector Roads
 - Buschmann Road
 - Dove Street (Hwy. #4 to Ranchette)
 - Ranchette S.
 - Ranchette N.
 - Thrane Drive
 - Ski Chalet Drive

- B. Local Roads - All dedicated roads not listed above under the control of the city.
 - 1. Minimum Maintenance (Attached as Exhibit A)
 - 2. All local roads not classified as Minimum Maintenance

PART III – ROAD MAINTENANCE

- A. Collector Roads and Local Roads are City roads and will be maintained by the City including grading, minor repair, minor ditching, mowing, brushing, and snow plowing unless classified as Minimum Maintenance.
- B. Minimum Maintenance Roads will be inspected annually by the City and will be placed on a rotating maintenance schedule. No snow removal will be provided.
- C. All snow plowing will be done in accordance with the City’s snow removal policy.
- D. Shared Roads with Ideal Township:
 - 1. Bushmann Road – Breezy Point responsibility - summer and winter maintenance. Shared portion of roadway, 0.5 miles, Ideal portion of 0.2 miles winter maintenance.
 - 2. Wild Turkey Trail –Breezy Point – Winter responsibility
 - 3. Ossawinnamakee Road – Ideal Township responsibility – summer and winter maintenance, 0.7 miles.
 - 4. Forest Knolls Road - Ideal Township responsibility – summer and winter maintenance. 0.1 miles.
 - 5. Graf Road - Ideal Township responsibility – summer and winter maintenance. 0.1 miles.
 - 6. Sunset Strip - Ideal Township responsibility – winter maintenance. 0.2 miles.
 - 7. Winter maintenance is defined as plowing and sanding.
 - 8. Summer Maintenance is defined as mowing and minor pot holes repairs.
 - 9. Minor repairs includes pot hole or shouldering repairs to be done by each entity.
 - 10. Repairs by joint agreement to be shared for road surfacing and shoulders to be done in proportion to road ownership.
- E. Shared Roads with Pelican Township:
 - 1. Thrane Drive is the responsibility of Breezy Point to maintain and upgrade as per an annexation agreement.

PART IV – MAJOR REHABILITATION POLICY

It is the policy of the City to respond to growing demand for road improvements. Such improvements shall be determined by the City Council either by Council initiation or by petition of property owners.

- A. Action needed to start improvement.
 - 1. City Council Initiated
 - 2. Public safety concerns (initiated by City Council)
 - 3. Petition from a minimum of 70% of the frontage signed by property owners

- B. Target area for bituminous surfacing.
 - 1. Collector Roads.
 - 2. Improvements that can be made as part of a sewer improvement project.
 - 3. Local roads previously improved by municipal sewer.
 - 4. Local roads not anticipated to be served by municipal sewer but that have experienced significant growth.

- C. Design Standards
 - 1. The Road Improvement Standards adopted by the city July 1, 2013 provides for, among other requirements, a minimum 24 foot bituminous mat for collector roads and a 22 foot bituminous mat for local roads assuming a 66 foot wide right-of-way.
 - 2. A deviation from minimum standards may be considered when:
 - a. Road right-of-ways are less than 66 feet.
 - b. Existing conditions indicate an alternate design.
 - c. Limitations exist with the existing right-of-way such as wetlands, OHW, or other topographic features.

- 3. Improvements to unimproved or partially unimproved roadways will include the entire length of the right-of-way from intersection to intersection or end of right-of-way. Where limitations exist due to topography, soil conditions, wetlands, city financing, extent of sewer main installation or other impediment this requirement may be waived.
- 4. The use of an Overlay or Mill and Overlay shall be dependent on adequate roadway base, drainage and will be confined to the current roadway width.

D. Financing of Improvements

- 1. Collector roads are deemed to benefit the community as a whole and the property owners equally and will be assessed against the General Fund of the City.
- 2. Local Roads are deemed to benefit specific property owners and will be assessed to the owners per Minnesota Statute 429. Local Roads that will be upgraded from bituminous to bituminous will be assessed 50% to property owners and 50% by the city if the improvement is accomplished within 15 years of construction. These improvements would include reconstruction and overlays. Major rehabilitation projects for roads in excess of 15 years old will be assessed entirely to the benefited property owners however some consideration will be given to cost sharing for overlay types of projects.
 - a. The term of the assessments and interest rate shall be set by the city council.
 - b. Assessments will be determined on a per building site basis according to current zoning ordinances and will include all abutting properties that benefit from the improvement.
 - 1. Properties abutting more than one road (i.e. corner lot, double frontage or triple frontage lots) will be assessed a full assessment on the first improved roadway and one/half assessment on the second improved roadway. An additional assessment for a third roadway will not be imposed.

- 2. Benefited non-abutting properties may be assessed on a per lot basis if such property abuts a dead-end private road which opens onto the project road.

- E. Life of Improvements - Roadways shall have an expected service life of fifteen years. Reconstruction of assessed improvements, which have reached or exceeded the expected service life, shall be eligible for new assessments.

- F. The City through the Public Works Supervisor, City Administrator, City Engineer and/or City Attorney make determinations whether or not to order appraisals and in what circumstances. Circumstances to be used in that determination will be based upon, but not exclusively, the amount of the assessments involved, the nature or use of the property to be assessed and any unusual characteristics of either the property to be assessed or the project.

- G. Deviation or Modification of this policy.
 The apportionment of the cost between benefited property and the City at large, and the particular method of levying assessments prescribed in this policy shall be followed in each case unless the Council, by Resolution, finds that because of special circumstances stated in the Resolution, a different policy, a modified policy, or a combination of sections of the policy is necessary or desirable in a particular case. The Resolution shall specifically describe deviations or modifications from the policy and the rationale for the change in assessment. Implementation of the City Assessment policy and any modification by Resolution shall result in an equitable assessment that shall not exceed the benefit to affected properties.

PART V – HISTORICAL

2014 – Whitebirch Drive and Creek Circle. Sanitary sewer, paving and trunk sanitary sewer line across golf course to Lift Station #6. Trunk sewer line paid for with Sewer Capital Funds. Sewer main and paving on a per unit cost of \$8,183.36. Assessments paid are returned to the Sewer Capital Fund.

2015 – Snowman Circle and Thrane Drive. Paving assessment was on a per unit basis of \$7,784.63 and corner lots were at 50% or \$3,892.32. Standard width was reduced for cul-de-sac to match existing roadway footprint. Construction financed with General Fund revenue, assessments repaid to General Fund and pledged to future roadway improvements.

City of Breezy Point
Road Policy
Page 6

2016 – Winter Trail and Scenic Overlook. Paving assessment was on a per unit basis. Winter Trail was \$4,734.16 and Scenic Overlook was at \$3,550.35. Corner lots were all at 100% as it was the first side of paving. The existing standard was reduced to match existing roadway width. The project is a continuation of a half paved roadway that was paved 20 feet wide. Construction financed with General Fund revenue, assessments repaid to General Fund and pledged to future roadway improvements.

2017 – Whitebirch 6th Addition. Paving assessment was on a per unit basis for the subdivision as a whole. The roads paved included Aztec Circle, Pawnee Circle, Zuni Circle, Pima Circle and Navaho Trail. Pawnee Circle had an extreme slope making it difficult to maintain and was cut down at city expense, not included in the overall assessment. Corner lots received a unit and a half assessment (\$5,616.14) within the subdivision. Corner lots off Dove Street and Ranchette Drive received a half unit assessment (\$1,872.95). Multiple lots owned by one property owner were charged for each lot as remaining lots are buildable. One property with two lots and home built in the center of the two were charged only one assessment. A full assessment was \$3,744.09. Project was financed using existing revenues at 4.25% over 15 years.

Amended November 7, 2016
Update 2017 - History





















Breezy Point City Council

June 2, 2025 - 6:30 pm

Regular Meeting Minutes

Call to Order

The meeting was called to order at 6:30 PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

Roll call was conducted. Council members Rebecca Ball, Steve Jensen, Todd Roggenkamp, Michael Moroni, and Brad Scott were present. Staff Present included Interim Administrator Jerry Bohnsack, Police Chief Brian Sandell, Deputy Clerk Deb Runksmeier, Public Works Supervisor Joe Zierden.

Consent Agenda

Motion to approve the consent agenda as read. Motion by: Moroni Second by: Jensen, Motion Carried 5-0

The consent agenda was approved, which included:

- Minutes from City Council Meetings on May 5 and May 14, 2025
- Claims totaling \$599,308.29 (E-checks 3838e-3863e and Checks 140090-140158)
- Approval of the sale of 2017 and 2015 Police Explorers to Timothy Tweed
- Resolutions to approve community garden donations
- Authorization to hire seasonal public works employee Alex Stahnke

Open Forum

No one addressed the council during open forum.

Widseth Engineering

Roads Capital Improvement Plan

Nick Peterson from Widseth Engineering presented the Roads Capital Improvement Plan. They inventoried all city streets, assigning pavement ratings and creating associated maps. The plan included budget numbers for paved roads based on condition assessments and recommended improvements.

Key points from the presentation:

- 113 paved roads totaling 42.9 miles were assessed
- Roads were rated on a scale of 1-5, with 1 being the best condition and 5 being the worst

- Estimated total cost to improve all paved roads rated 2-5 is \$16,500,000
- Current road budget would take over 50 years to replace all roads
- Majority of roads are rated 2 or 4
- 51 gravel roads totaling 12.1 miles were also inventoried
- No capital improvements for gravel roads were included in the 10-year plan

The council discussed the plan, asking for clarification on costs and timelines. They acknowledged the need for long-term planning and budgeting for road improvements.

Sanitary Sewer Extension - Airport to Terminal

Peterson presented plans for a sanitary sewer extension from Airport Road to Terminal Road. Key points included:

- Horizontal directional drilling from existing manhole to new proposed manhole
- New manhole will be approximately 23 feet deep to allow for future gravity-fed expansion
- Alignment adjusted to avoid utilities, requiring an easement through the Commander property

Motion to approve the plans and specifications and authorize advertisement for bids for the sanitary sewer extension project. Motion by: Ball Second by: Moroni, Motion Carried 5-0

The council approved the motion to move forward with bidding the project.

Approve City Administrator Contract Allie Polsfuss

Employment Agreement

The council reviewed the employment agreement for new City Administrator Allie Polsfuss. The contract was prepared by the city attorney and signed by Polsfuss. The expected start date is July 1, 2025.

Motion to approve the contract for Ally Polsfuss as City Administrator. Motion by: Moroni Second by: Jensen, Motion Carried 4-0

The motion passed, with Councilmember Scott abstaining due to not being involved in the interview process.

Accept Resignation Parks and Recreation Committee Members

The council reviewed resignation letters from two Parks and Recreation Committee members:

Motion to accept the resignations of Bill Toft and Jody Miller from the Parks and Recreation Committee. Motion by: Moroni Second by: Ball, Motion Carried 5-0

Discussion Parks and Recreation Committee Appointments

Reviewed past Resolution 05-2023 to Increase Park Board Members. The council discussed the recent increase of Parks and Recreation Committee members from 5 to 7. With the two resignations, the committee is back to 5 members. The mayor recommended keeping the

committee at 5 members for now, while leaving the resolution in place to potentially increase to 7 in the future if needed. The council agreed to this approach.

Edgewater Circle Improvement

City Administrator Bohnsack explained that Pelican Township, co-owner of the majority of Edgewater Circle, plans to do a full depth reclamation of the road. They asked the city to participate in improving approximately a quarter of the road at a cost of about \$21,000. The council previously discussed this and asked staff to look into how it fits with the current assessment policy.

The city informed the Edgewater association that they would be subject to 100% assessment based on the policy. The association requested a hearing on the improvement.

Motion to hold a public hearing on the improvements to Edgewater Circle Road and the assessments that would be assessed to the property owners in the city of Breezy Point. Motion by: Moroni Second by: Jensen, Motion Carried 5-0

The council approved the motion to hold a public hearing at the next council meeting.

Parkland Dedication Discussion

The council discussed potential changes to the parkland dedication requirements for new subdivisions. The current policy requires 10% of land value, which some developers feel is excessive. Staff presented information on how other nearby communities handle parkland dedication:

- Brainerd: \$500 per single dwelling or buildable lot
- Nisswa and Pequot Lakes: \$416 per expected resident (about \$1,000 per unit)
- Crosslake: \$1,500 for each individual lot

The council discussed various options, including per-unit fees and considerations for density. They directed staff to draft language for an ordinance amendment that would add options for parkland dedication, including:

- 10% land dedication (current policy)
- Fair market value equivalent
- Per-dwelling unit fee (suggested at \$1,000 per unit)

Staff will bring back draft language for the council to review at the July meeting.

Signage Shoreview Lane

Councilmember Jensen raised concerns about damage to the shoreline and cattails along city-owned property on Shoreview Lane due to ATV and snowmobile use. He suggested installing signage to prevent lake access at this location. The council discussed various options, including signage, fencing, and boulders. Concerns were raised about safety, liability, and effectiveness of different approaches.

The council directed Public Works Supervisor Joe Zierden to consult with the Department of Natural Resources (DNR) about the issue and potential solutions. Joe will report back at the next council meeting with recommendations from the DNR.

LELS Notice to Negotiate

The council was notified that the police union contract expires at the end of the year, and the union wishes to start negotiations. The council agreed to refer this matter to the personnel committee to begin discussions.

Discussion Security for Compost Brush Disposal Site - 7947 Dakota Drive

The council discussed a letter from a resident expressing concerns about security and access control at the compost and brush disposal site. Key points of discussion included:

- Potential for a card access system and gate
- Concerns about commercial vehicles using the site
- Safety and traffic issues in the residential neighborhood
- Past discussions about potentially relocating the site

The council directed staff to research costs for implementing a card access system and gate, including ongoing maintenance expenses. This information will be considered for inclusion in next year's budget. The council also expressed interest in continuing to explore potential alternative locations for the site in the future.

City Hall Renovations

HyTec Invoice #8

City Administrator Bohnsack provided an update on the new city hall construction:

- Carpet and tile installation is complete in office area
- Counter installation has begun
- Asphalt for parking areas has been installed
- Furnishings are expected to arrive next week
- The city hall section is anticipated to be ready around July 1st
- The council chambers will likely be ready in September

Motion to approve HyTec Invoice #8 for the city hall construction project. Motion by: Ball Second by: Moroni, Motion Carried 4-1, Scott Opposed

Suspend Regular Session

Move to Closed Session at 7:53 pm

Discuss Land Acquisition for Buschmann Road - WSB

The mayor suspended the regular session and moved to a closed session to discuss land acquisition for Buschmann Road with WSB.

Reopen Meeting at 9:01

Department Information noted as presented into the packet.

Adjourn

Motion to adjourn was made by council member Jensen and seconded by council member Moroni.

The meeting ended at 9:03 pm.

DRAFT

Claims Totaling: \$707,608.27
 Checks: 140335 - 140403
 eChecks: 3915e - 3939e

CITY OF BREEZY POINT

***Check Detail Register©**

Batch: PAY20250112.00,PRL-060525,061125PAY,053125WEXFUEL,PRL-063025,PRL-061825,062525PAY,060125BANKFEES,053125CCPROCESSFEES,052625USBANKCC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 Primary					
3915 e	06/05/25	INTERNAL REVENUE SERVICE			
G 100-21701		Federal Withholding	\$5,516.70	2025 PR 12	Federal
G 100-21703		FICA Tax Withholding	\$781.17	2025 PR 12	Medicare
G 100-21703		FICA Tax Withholding	\$1,644.45	2025 PR 12	Social Security
G 100-21703		FICA Tax Withholding	\$1,644.45	2025 PR 12	Social Security Benefit
G 100-21703		FICA Tax Withholding	\$781.17	2025 PR 12	Medicare Benefit
		Total	\$10,367.94		
3916 e	06/05/25	MINNESOTA STATE RETIREMENT SYS			
G 100-21705		Other Retirement	\$978.57	HCSP 2025	HCSP - PR 12
		Total	\$978.57		
3917 e	06/05/25	MN DEPT OF REVENUE			
G 100-21702		State Withholding	\$2,993.50	2025 PR 12	State Tax - MN
		Total	\$2,993.50		
3918 e	06/05/25	PUBLIC EMP. RETIREMENT ASSOC			
G 100-21704		PERA	\$1,741.55	2025 PR 12	PERA Deduct
G 100-21704		PERA	\$3,626.85	2025 PR 12	Police PERA Deduct
G 100-21704		PERA	\$2,009.48	2025 PR 12	PERA Benefit
G 100-21704		PERA	\$5,440.27	2025 PR 12	PERA police Benefit
		Total	\$12,818.15		
3919 e	06/05/25	MINNESOTA STATE RETIREMENT SYS			
G 100-21710		Other Deductions	\$978.57	MNDPC2025	MNDPC - PR 12
		Total	\$978.57		
3920 e	06/05/25	COMPENSATION CONSULTANTS LTD			
G 100-21710		Other Deductions	\$1,525.40	HSA 2025 P	HSA - PR 12
		Total	\$1,525.40		
3922 e	06/05/25	WEX Bank			
E 100-42100-212		Motor Fuels	\$1,945.17	MAY 2025	PD FUEL PURCHASES - MAY 2025
E 100-43000-212		Motor Fuels	\$32.11	MAY 2025	PW FUEL PURCHASES - MAY 2025
E 100-45100-212		Motor Fuels	\$66.92	MAY 2025	PARKS FUEL PURCHASES - MAY 2025
E 600-43250-212		Motor Fuels	\$152.80	MAY 2025	SEWER FUEL PURCHASES - MAY 2025
		Total	\$2,197.00		
3923 e	06/18/25	INTERNAL REVENUE SERVICE			
G 100-21701		Federal Withholding	\$5,640.20	2025 PR 13	Federal
G 100-21703		FICA Tax Withholding	\$796.14	2025 PR 13	Medicare
G 100-21703		FICA Tax Withholding	\$1,701.43	2025 PR 13	Social Security
G 100-21703		FICA Tax Withholding	\$1,701.43	2025 PR 13	Social Security Benefit
G 100-21703		FICA Tax Withholding	\$796.14	2025 PR 13	Medicare Benefit
		Total	\$10,635.34		
3924 e	06/18/25	MN DEPT OF REVENUE			
G 100-21702		State Withholding	\$3,051.33	2025 PR 13	State Tax - MN
		Total	\$3,051.33		

CITY OF BREEZY POINT

*Check Detail Register©

Batch: PAY20250112.00,PRL-060525,061125PAY,053125WEXFUEL,PRL-063025,PRL-061825,062525PAY,060125BANKFEES,053125CCPROCESSFEES,052625USBANKCC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
3925 e	06/18/25	PUBLIC EMP. RETIREMENT ASSOC			
G 100-21704		PERA	\$1,753.50	2025 PR 13	PERA Deduct
G 100-21704		PERA	\$3,641.43	2025 PR 13	Police PERA Deduct
G 100-21704		PERA	\$2,023.26	2025 PR 13	PERA Benefit
G 100-21704		PERA	\$5,462.14	2025 PR 13	PERA police Benefit
		Total	\$12,880.33		
3926 e	06/18/25	AFLAC			
G 100-21710		Other Deductions	\$156.40	JUNE 2025	AFLAC PREMIUMS - JUNE 2025
		Total	\$156.40		
3927 e	06/18/25	BLUE CROSS & BLUE SHIELD OF MN			
G 100-21706		Hospitalization/Medical Ins	\$55.46	JULY 2025	VISION INS PREMIUMS - JULY 2025
		Total	\$55.46		
3928 e	06/18/25	HEALTHPARTNERS			
E 100-41300-131		Paid Health/Dental	\$102.66	JULY 2025	DENTAL INS PREMIUMS - JULY 2025
E 100-42100-131		Paid Health/Dental	\$722.13	JULY 2025	DENTAL INS PREMIUMS - JULY 2025
E 100-43000-131		Paid Health/Dental	\$264.75	JULY 2025	DENTAL INS PREMIUMS - JULY 2025
E 100-45100-131		Paid Health/Dental	\$31.97	JULY 2025	DENTAL INS PREMIUMS - JULY 2025
E 600-43250-131		Paid Health/Dental	\$57.17	JULY 2025	DENTAL INS PREMIUMS - JULY 2025
G 100-21706		Hospitalization/Medical Ins	\$208.01	JULY 2025	DENTAL INS PREMIUMS - JULY 2025
		Total	\$1,386.69		
3929 e	06/18/25	MEDICA			
E 100-41300-131		Paid Health/Dental	\$1,462.87	JULY 2025	HEALTH INS PREMIUMS - JULY 2025
E 100-42100-131		Paid Health/Dental	\$9,915.32	JULY 2025	HEALTH INS PREMIUMS - JULY 2025
E 100-43000-131		Paid Health/Dental	\$2,253.05	JULY 2025	HEALTH INS PREMIUMS - JULY 2025
E 100-45100-131		Paid Health/Dental	\$299.02	JULY 2025	HEALTH INS PREMIUMS - JULY 2025
E 600-43250-131		Paid Health/Dental	\$854.62	JULY 2025	HEALTH INS PREMIUMS - JULY 2025
G 100-21706		Hospitalization/Medical Ins	\$1,180.21	JULY 2025	HEALTH INS PREMIUMS - JULY 2025
		Total	\$15,965.09		
3930 e	06/18/25	RELIANCE STANDARD LIFE INS			
E 100-41300-130		Life Insurance	\$16.27	JULY 2025	LIFE INS PREMIUMS - JULY 2025
E 100-41910-130		Life Insurance	\$0.54	JULY 2025	LIFE INS PREMIUMS - JULY 2025
E 100-42100-130		Life Insurance	\$84.00	JULY 2025	LIFE INS PREMIUMS - JULY 2025
E 100-43000-130		Life Insurance	\$31.50	JULY 2025	LIFE INS PREMIUMS - JULY 2025
E 100-45100-130		Life Insurance	\$4.72	JULY 2025	LIFE INS PREMIUMS - JULY 2025
E 600-43250-130		Life Insurance	\$20.47	JULY 2025	LIFE INS PREMIUMS - JULY 2025
		Total	\$157.50		
3931 e	06/18/25	COMPENSATION CONSULTANTS LTD			
G 100-21710		Other Deductions	\$1,525.40	2025 PR 13	HSA - PR 13
		Total	\$1,525.40		
3932 e	06/30/25	INTERNAL REVENUE SERVICE			
G 100-21701		Federal Withholding	\$61.00	2025 PR M6	Federal
G 100-21703		FICA Tax Withholding	\$24.37	2025 PR M6	Medicare
G 100-21703		FICA Tax Withholding	\$104.16	2025 PR M6	Social Security

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Batch: PAY20250112.00,PRL-060525,061125PAY,053125WEXFUEL,PRL-063025,PRL-061825,062525PAY,060125BANKFEES,053125CCPROCESSFEES,052625USBANKCC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 100-21703		FICA Tax Withholding	\$104.16	2025 PR M6	Social Security Benefit
G 100-21703		FICA Tax Withholding	\$24.37	2025 PR M6	Medicare Benefit
		Total	\$318.06		
3933 e	06/30/25	MN DEPT OF REVENUE			
G 100-21702		State Withholding	\$40.00	2025 PR M6	State Tax - MN
		Total	\$40.00		
3934 e	06/30/25	PUBLIC EMP. RETIREMENT ASSOC			
G 100-21704		PERA	\$30.00	2025 PR M6	Council PERA Deduct
G 100-21704		PERA	\$30.00	2025 PR M6	PERA Council Benefit
		Total	\$60.00		
3937 e	07/02/25	PINE RIVER STATE BANK			
E 100-41300-200		General Operating (Suppli	\$5.00	JUNE 2025	BANK FEES - JUNE 2025
		Total	\$5.00		
3938 e	06/09/25	REVTRAK			
E 600-43250-386		CreditCard Proc Fees	\$158.37	MAY 2025	CC PROCESSING FEES - MAY 2025
		Total	\$158.37		
3939 e	06/10/25	US BANK			
E 100-41300-200		General Operating (Suppli	\$30.53	MAY 2025	CH OFFICE SUPPLIES & COUNCIL COMPUTER MOUSE
E 100-43000-220		Repair/Maint Supply (GEN	\$1,339.00	MAY 2025	PW SKID STEER TRACKS
E 100-42100-208		Training and Education	\$574.35	MAY 2025	PD TRAINING LODGING N. SALVEVOLD
E 100-42100-417		Uniforms	\$68.55	MAY 2025	PD UNIFORMS
E 100-42100-200		General Operating (Suppli	\$14.15	MAY 2025	PD POSTAGE
E 100-42100-200		General Operating (Suppli	(\$21.46)	MAY 2025	PD RETURN CAR SPLITTER
E 100-42100-200		General Operating (Suppli	\$21.42	MAY 2025	PD CAR SPLITTER
E 100-42100-200		General Operating (Suppli	\$28.30	MAY 2025	PD POSTAGE
E 100-41300-256		Elections	\$198.15	MAY 2025	SPECIAL ELECTION JUDGE MEALS
E 100-42100-200		General Operating (Suppli	\$5.00	MAY 2025	PD CRAIGSLIST POSTING VEHICLE SEALED BID
E 100-45100-210		Operating Supplies (GEN	\$360.00	MAY 2025	PARKS DISC GOLF BASKETS
E 100-43000-220		Repair/Maint Supply (GEN	\$1,339.00	MAY 2025	PW SKID STEER TRACKS
E 600-43250-220		Repair/Maint Supply (GEN	\$23.09	MAY 2025	SEWER BEARINGS
		Total	\$3,980.08		
140335	06/11/25	API GARAGE DOOR INC			
E 100-42100-401		Maint Buildings	\$303.08	419748708	PSB GARAGE DOOR REPAIRS
E 100-42100-401		Maint Buildings	\$924.75	419851826	PSB GARAGE DOOR REPAIRS
E 100-43000-401		Maint Buildings	\$554.70	419856110	PW MAINT BLDG GARAGE DOOR REPAIRS
		Total	\$1,782.53		
140336	06/11/25	AT&T MOBILITY			
E 100-42100-321		Telephone	\$960.85	MAY 2025	PD CELL PHONES 4/26/25 - 5/25/25
		Total	\$960.85		
140337	06/11/25	BEST OIL COMPANY			
E 100-43000-212		Motor Fuels	\$932.39	10516	PW DIESEL FUEL
E 100-43000-212		Motor Fuels	\$918.31	10656	PW DIESEL FUEL

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Batch: PAY20250112.00,PRL-060525,061125PAY,053125WEXFUEL,PRL-063025,PRL-061825,062525PAY,060125BANKFEES,053125CCPROCESSFEES,052625USBANKCC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$1,850.70		
140338	06/11/25	BRAINERD HYDRAULICS & AIR			
E 100-42100-200		General Operating (Suppli	\$14.99	35598	PD PRESSURE WASHER PART
Total			\$14.99		
140339	06/11/25	BREEZY POINT HARDWARE			
E 270-49010-222		Landscaping	\$6.66	36471	CEMETERY MULCH
E 600-43250-220		Repair/Maint Supply (GEN	\$4.60	36532	SEWER FASTENERS
E 100-41900-401		Maint Buildings	\$9.99	36579	CH BATTERIES
E 600-43250-220		Repair/Maint Supply (GEN	\$26.64	36634	SEWER FASTENERS
E 100-45100-210		Operating Supplies (GEN	\$39.99	36636	PARKS TARP
Total			\$87.88		
140340	06/11/25	CDW-GOVERNMENT			
E 100-42100-220		Repair/Maint Supply (GEN	\$1,033.26	AE3324Y	PD THERMAL PRINTER
Total			\$1,033.26		
140341	06/11/25	CHARTER COMMUNICATIONS - PA			
E 100-42100-381		Combined Utilities	\$30.88	17560430106	PD CABLE TV 6/2/25 - 7/1/25
Total			\$30.88		
140342	06/11/25	CLIFTONLARSONALLEN LLP			
E 100-41900-301		Auditing and Acct g Servic	\$1,575.00	L251333199	2024 AUDIT FINAL BILLING
E 600-43250-301		Auditing and Acct g Servic	\$1,575.00	L251333199	2024 AUDIT FINAL BILLING
Total			\$3,150.00		
140343	06/11/25	COLLINS BROTHERS TOWING			
E 100-42100-220		Repair/Maint Supply (GEN	\$175.00	25-230705-00	PD TOW 2022 UNIT #04 TO REPAIR SHOP
Total			\$175.00		
140344	06/11/25	COLUMN SOFTWARE PBC			
E 100-41100-351		Legal Notices Publishing	\$432.82	6AA024C4-0	2024 SUMMARY FINANCIAL REPORT
E 602-41950-200		General Operating (Suppli	\$298.36	6AA024C4-0	BID SANITARY SEWER EXTENSION
Total			\$731.18		
140345	06/11/25	COMPENSATION CONSULTANTS LTD			
E 100-41900-313		Benefits Administration	\$50.00	3924	FSA/HSA BENEFIT ADMINISTRATION - JUNE 2025
Total			\$50.00		
140346	06/11/25	CULLIGAN			
E 100-42100-381		Combined Utilities	\$25.50	MAY 2025	PD WATER - MAY 2025
Total			\$25.50		
140347	06/11/25	DIGITAL HORIZONS LLC			
E 100-41900-300		Professional Srvs (GENE	\$3,333.75	3647	SET UP AV EQUIPMENT AT PSB FOR PUBLIC MEETINGS
Total			\$3,333.75		
140348	06/11/25	FIRST SUPPLY LLC			
E 270-49010-222		Landscaping	\$268.92	3741695-00	CEMETERY IRRIG ROTORS

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Batch: PAY20250112.00,PRL-060525,061125PAY,053125WEXFUEL,PRL-063025,PRL-061825,062525PAY,060125BANKFEES,053125CCPROCESSFEES,052625USBANKCC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-45100-590		Capital Outlay	\$155.25	3746563-00	COMM GARDEN IRRIG CABLE
E 100-45100-210		Operating Supplies (GEN	\$5.00	60725-99	SERVICE CHARGE
		Total	\$429.17		
140349	06/11/25	FORUM COMMUNICATIONS COMPANY			
E 600-43250-200		General Operating (Suppli	\$147.50	I2025.000842	SUMMER SEASONAL JOB ADS
E 100-43000-200		General Operating (Suppli	\$147.50	I2025.000842	SUMMER SEASONAL JOB ADS
		Total	\$295.00		
140350	06/11/25	GOPHER STATE ONE CALL			
E 600-43250-332		Gopher One Locates	\$55.35	5050247	SEWER LOCATES - MAY 2025
		Total	\$55.35		
140351	06/11/25	GrassMaster Professional			
E 100-42100-402		Grounds Maintenance	\$219.00	115292	PSB LAWN MOWING - MAY 2025
E 100-41900-402		Grounds Maintenance	\$369.00	115292	CH/BALLFIELD LAWN MOWING - MAY 2025
E 270-49010-300		Professional Srvs (GENE	\$771.00	115292	CEMETERY LAWN MOWING - MAY 2025
		Total	\$1,359.00		
140352	06/11/25	HEARTLAND ANIMAL RESCUE TEAM			
E 100-41900-306		Animal Control	\$333.87	05/2025	ANIMAL IMPOUND FEES - MAY 2025
E 100-41900-306		Animal Control	\$200.00	050625	HTO - HARTLEY CASE #33846
		Total	\$533.87		
140353	06/11/25	HYTEC CONSTRUCTION			
E 401-41300-590		Capital Outlay	\$445,181.78	15110	CH EXPANSION & REMODEL PAY APP #8
		Total	\$445,181.78		
140354	06/11/25	LAW ENFORCEMENT LABOR SERVICES			
G 100-21710		Other Deductions	\$292.00	JUNE 2025	PD UNION DUES - JUNE 2025
		Total	\$292.00		
140355	06/11/25	M&R SIGN CO., INC.			
E 100-43000-226		Sign Materials	\$1,139.65	228063	PW SIGN MATERIALS
E 100-43000-226		Sign Materials	\$191.30	228070	PW SIGN MATERIALS
E 100-43000-226		Sign Materials	\$52.40	228071	PW SIGN MATERIALS
		Total	\$1,383.35		
140356	06/11/25	MARCO TECHNOLOGIES LLC			
E 100-42100-400		Equipment	\$143.39	556502193	PD COPIER LEASE 5/17/25 - 6/17/25
E 100-41900-400		Equipment	\$243.67	556694651	CH COPIER LEASE 5/22/25 - 6/22/25
E 600-43250-200		General Operating (Suppli	\$60.92	556694651	SEWER COPIER LEASE 5/22/25 - 6/22/25
		Total	\$447.98		
140357	06/11/25	MCFOA - Membership			
E 100-41300-433		Dues and Subscriptions	\$25.00	02113	D. RUNKSMEIER MEMBERSHIP DUES 7/1/25 - 6/30/26
G 100-15500		Prepaid Items	\$25.00	02113	D. RUNKSMEIER MEMBERSHIP DUES 7/1/25 - 6/30/26
E 100-41300-433		Dues and Subscriptions	\$25.00	02590	J. RUST MEMBERSHIP DUES 7/1/25 - 6/30/26
G 100-15500		Prepaid Items	\$25.00	02590	J. RUST MEMBERSHIP DUES 7/1/25 - 6/30/26

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Batch: PAY20250112.00,PRL-060525,061125PAY,053125WEXFUEL,PRL-063025,PRL-061825,062525PAY,060125BANKFEES,053125CCPROCESSFEES,052625USBANKCC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$100.00		
140358	06/11/25	MENARDS- BAXTER			
E 600-43250-220		Repair/Maint Supply (GEN	\$7.96	45369	SEWER RAIN GAUGE
E 270-49010-200		General Operating (Suppli	\$15.98	45369	CEMETERY INFO BROCHURE BOX
E 100-43000-200		General Operating (Suppli	\$24.78	45369	PW DEGREASER
E 100-42100-401		Maint Buildings	\$23.98	45997	PD NOZZLE
E 100-43000-200		General Operating (Suppli	\$13.92	46613	PW WATER
E 100-43000-212		Motor Fuels	\$35.96	46613	PW 2.5 GAL DEF
E 100-45100-210		Operating Supplies (GEN	\$23.99	46613	PARKS TARP
Total			\$146.57		
140359	06/11/25	FIVE STAR AUTO PARTS			
E 100-42100-220		Repair/Maint Supply (GEN	\$38.94	195872	PD WINDSHIELD WASHER FLUID
Total			\$38.94		
140360	06/11/25	NCPERS Group Life Ins			
G 100-21710		Other Deductions	\$80.00	35750007202	PERA ADD'L LIFE INS PREMIUMS - JULY 2025
Total			\$80.00		
140361	06/11/25	ON SYSTEMS INC			
E 100-41900-308		Software / IT Support	\$720.07	11899	IT SUPPORT - JUNE 2025
E 100-41910-308		Software / IT Support	\$288.03	11899	IT SUPPORT - JUNE 2025
E 100-42100-308		Software / IT Support	\$2,016.18	11899	IT SUPPORT - JUNE 2025
E 100-43000-308		Software / IT Support	\$216.02	11899	IT SUPPORT - JUNE 2025
E 600-43250-308		Software / IT Support	\$360.03	11899	IT SUPPORT - JUNE 2025
Total			\$3,600.33		
140362	06/11/25	PELICAN SQUARE INC			
E 100-41300-200		General Operating (Suppli	\$4.58	1014337	CH ICE
E 100-41300-200		General Operating (Suppli	\$9.16	1039902	CH WATER
Total			\$13.74		
140363	06/11/25	PEQUOT LAKES SANITATION			
E 100-42100-381		Combined Utilities	\$25.10	JUNE 2025	PD GARBAGE SERVICE - JUNE 2025
E 100-41900-324		Recycling	\$40.00	JUNE 2025	RECYCLING - JUNE 2025
E 100-41900-381		Combined Utilities	\$62.66	JUNE 2025	CH GARBAGE SERVICE - JUNE 2025
E 100-43000-381		Combined Utilities	\$41.77	JUNE 2025	PW GARBAGE SERVICE - JUNE 2025
Total			\$169.53		
140364	06/11/25	RED RIVER FLAGS			
E 100-42100-200		General Operating (Suppli	\$61.85	6483	PSB FLAGS
E 100-41300-200		General Operating (Suppli	\$44.85	6483	CH FLAGS
E 270-49010-200		General Operating (Suppli	\$188.41	6483	CEMETERY FLAGS
Total			\$295.11		
140365	06/11/25	SADUSKY RENOVATIONS			
E 100-41910-309		Building Inspector	\$13,408.11	MAY 2025	BLDG INSPECTION SERVICES - MAY 2025
Total			\$13,408.11		
140366	06/11/25	SIGNATURE STUCCO CONCEPTS INC			

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-42100-401		Maint Buildings	\$10,552.50	4615	PSB STUCCO REPAIR - SOURCEWELL GRANT
		Total	\$10,552.50		
140367	06/11/25	TANGHE, DR. PETE			
E 100-42100-300		Professional Svcs (GENE)	\$888.00	2025	PD DEA NARCOTICS LICENSE FEE REIMBURSEMENT
		Total	\$888.00		
140368	06/11/25	TDS TELECOM			
E 100-41900-308		Software / IT Support	\$29.80	JUNE 2025	TELEPHONE SERVICE 6/13/25 - 7/12/25
E 100-41910-308		Software / IT Support	\$11.92	JUNE 2025	TELEPHONE SERVICE 6/13/25 - 7/12/25
E 100-42100-308		Software / IT Support	\$83.44	JUNE 2025	TELEPHONE SERVICE 6/13/25 - 7/12/25
E 100-43000-308		Software / IT Support	\$8.94	JUNE 2025	TELEPHONE SERVICE 6/13/25 - 7/12/25
E 600-43250-308		Software / IT Support	\$14.90	JUNE 2025	TELEPHONE SERVICE 6/13/25 - 7/12/25
		Total	\$149.00		
140369	06/11/25	VICTORY AUTOMOTIVE SERVICE LLC			
E 100-42100-220		Repair/Maint Supply (GEN)	\$91.95	1402878	PD 2020 FORD EXP REPAIR
		Total	\$91.95		
140370	06/11/25	WIDSETH SMITH NOLTING & ASSOC			
E 401-41900-300		Professional Svcs (GENE)	\$2,300.20	237934	CH REMODEL & ADDITION ENGINEERING THRU 5/9/25
E 600-43250-303		Engineering Fees	\$7,125.00	238077	CR 11 SANITARY SEWER EXT ENGINEERING THRU 5/9/25
E 401-41900-300		Professional Svcs (GENE)	\$2,110.00	238078	STREETS CIP ENGINEERING THRU 5/9/25
		Total	\$11,535.20		
140371	06/11/25	WSB			
E 401-41900-300		Professional Svcs (GENE)	\$230.30	R-022038-00	BUSCHMANN RD & RANCHETTE DR ENG - APRIL 2025
		Total	\$230.30		
140372	06/11/25	XCEL ENERGY			
E 100-42100-381		Combined Utilities	\$63.32	929545980	PSB NATURAL GAS 4/30/25 - 5/30/25
E 100-41900-381		Combined Utilities	\$105.48	929550789	CH NATURAL GAS 4/30/25 - 5/30/25
		Total	\$168.80		
140373	06/25/25	AW RESEARCH LABORATORIES INC			
E 600-43250-326		MPCA Permit/Lab Testing	\$224.00	70845	SEWER TESTING
		Total	\$224.00		
140374	06/25/25	BEST OIL COMPANY			
E 100-43000-212		Motor Fuels	\$680.24	10709	PW DIESEL FUEL
		Total	\$680.24		
140375	06/25/25	BIOCONNECT, INC.			
E 100-42100-434		Awards/Grants/Aid	\$1,926.00	PI 56	PD MEDIC SAFE - SOURCEWELL GRANT
		Total	\$1,926.00		
140376	06/25/25	BREEZY POINT HARDWARE			
E 100-43000-220		Repair/Maint Supply (GEN)	\$28.92	36705	PW GREASE
E 100-45100-212		Motor Fuels	\$11.11	36709	PARKS FUEL

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Batch: PAY20250112.00,PRL-060525,061125PAY,053125WEXFUEL,PRL-063025,PRL-061825,062525PAY,060125BANKFEES,053125CCPROCESSFEES,052625USBANKCC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-43000-220		Repair/Maint Supply (GEN	\$8.48	36867	PW FASTENERS
		Total	\$48.51		
140377	06/25/25	CHARTER COMMUNICATIONS - PA			
E 100-41100-100		Compensation (GENERAL	\$0.42	15648120106	INTERNET SERVICE 6/8/25 - 7/7/25
E 100-41300-200		General Operating (Suppli	\$1.40	15648120106	INTERNET SERVICE 6/8/25 - 7/7/25
E 100-41900-381		Combined Utilities	\$54.03	15648120106	INTERNET SERVICE 6/8/25 - 7/7/25
E 100-41910-200		General Operating (Suppli	\$0.42	15648120106	INTERNET SERVICE 6/8/25 - 7/7/25
E 100-42100-308		Software / IT Support	\$55.99	15648120106	INTERNET SERVICE 6/8/25 - 7/7/25
E 100-43000-200		General Operating (Suppli	\$0.70	15648120106	INTERNET SERVICE 6/8/25 - 7/7/25
E 600-43250-200		General Operating (Suppli	\$27.02	15648120106	INTERNET SERVICE 6/8/25 - 7/7/25
		Total	\$139.98		
140378	06/25/25	CORBIN EXCAVATING INC			
E 100-43000-531		Dustcoating	\$32,776.90	C00086	DUST COATING SERVICES
		Total	\$32,776.90		
140379	06/25/25	CROW WING CO TREASURER			
E 100-41910-302		E911 / Permit Exp	\$25.00	8447	E911 ADDRESSING - MAY 2025
		Total	\$25.00		
140380	06/25/25	Crow Wing Power			
E 600-43250-381		Combined Utilities	\$2,048.89	1438703MAY	SEWER PLANT ELECTRIC SERVICE 5/8/25 - 6/8/25
E 600-43250-381		Combined Utilities	\$31.68	1439301MAY	#4 POND TSF PUMP ELECTRIC SERVICE 5/8/25 - 6/8/25
E 600-43250-381		Combined Utilities	\$39.80	1460301MAY	LIFT PUMP 2 ELECTRIC SERVICE 5/8/25 - 6/8/25
E 600-43250-381		Combined Utilities	\$183.14	1501301MAY	LIFT PUMP 4 ELECTRIC SERVICE 5/8/25 - 6/8/25
E 100-41900-381		Combined Utilities	\$213.59	1516802MAY	CITY HALL ELECTRIC SERVICE 5/8/25 - 6/8/25
E 100-43000-381		Combined Utilities	\$213.59	1516802MAY	PW MAINT BLDG ELECTRIC SERVICE 5/8/25 - 6/8/25
E 600-43250-381		Combined Utilities	\$64.62	1518101MAY	LIFT PUMP 5 ELECTRIC SERVICE 5/8/25 - 6/8/25
E 600-43250-381		Combined Utilities	\$44.34	1528301MAY	LIFT PUMP 3 ELECTRIC SERVICE 5/8/25 - 6/8/25
E 600-43250-381		Combined Utilities	\$334.61	1532601MAY	LIFT PUMP 1 ELECTRIC SERVICE 5/8/25 - 6/8/25
E 270-49010-381		Combined Utilities	\$139.09	33476401MA	CEMETERY WELL ELECTRIC SERVICE 5/8/25 - 6/8/25
E 600-43250-381		Combined Utilities	\$82.58	33770501MA	LIFT PUMP 6 ELECTRIC SERVICE 5/8/25 - 6/8/25
E 600-43250-381		Combined Utilities	\$50.97	33929201MA	LIFT PUMP 7 ELECTRIC SERVICE 5/8/25 - 6/8/25
E 100-42100-381		Combined Utilities	\$550.23	34120201MA	PD ELECTRIC SERVICE 5/8/25 - 6/8/25
E 600-43250-381		Combined Utilities	\$36.96	34265401MA	#8 LIFT STATION ELECTRIC SERVICE 5/8/25 - 6/8/25
E 270-49010-381		Combined Utilities	\$76.05	34454801MA	CEMETERY NORTH ELECTRIC SERVICE 5/8/25 - 6/8/25
E 100-43000-381		Combined Utilities	\$33.00	34569801MA	8319 N SPRUCE DR ELECTRIC SERVICE 5/8/25 - 6/8/25
E 600-43250-381		Combined Utilities	\$34.63	34613101MA	LIFT PUMP 9 ELECTRIC SERVICE 5/8/25 - 6/8/25
E 100-43000-381		Combined Utilities	\$10.00	35276301MA	FISHING PIER ELECTRIC SERVICE 5/8/25 - 6/8/25
E 100-41900-381		Combined Utilities	\$64.00	36058101MA	CITY HALL ADDITION ELECTRIC SERVICE 5/8/25 - 6/8/25
		Total	\$4,251.77		
140381	06/25/25	CTC			

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-41300-321		Telephone	\$209.03	21595757	CH PHONE SERVICE 6/12/25 - 7/11/25
E 100-42100-321		Telephone	\$491.02	21595757	PD PHONE SERVICE 6/12/25 - 7/11/25
E 100-41300-321		Telephone	\$28.50	21595757	PW PHONE SERVICE 6/12/25 - 7/11/25
Total			\$728.55		
140382	06/25/25	DACOTAH PAPER			
E 100-41300-200		General Operating (Suppli	\$43.22	55834	CH CAN LINERS & PAPER TOWELS
E 100-42100-200		General Operating (Suppli	\$89.58	55834	PD CAN LINERS & PAPER TOWELS
Total			\$132.80		
140383	06/25/25	Driver and Vehicle Services			
E 100-42100-220		Repair/Maint Supply (GEN	\$7.62	JULY 2025	PD 2023 RAM 1500 TABS VIN 4375 7/1/25 - 6/30/26
G 100-15500		Prepaid Items	\$7.63	JULY 2025	PD 2023 RAM 1500 TABS VIN 4375 7/1/25 - 6/30/26
Total			\$15.25		
140384	06/25/25	FORUM COMMUNICATIONS COMPANY			
E 100-42100-200		General Operating (Suppli	\$48.70	2025	PD NEWSPAPER SUBSCRIPTION 7/21/25 - 7/20/26
G 100-15500		Prepaid Items	\$68.19	2025	PD NEWSPAPER SUBSCRIPTION 7/21/25 - 7/20/26
Total			\$116.89		
140385	06/25/25	FYLES SATELLITES INC.			
E 100-45100-300		Professional Srvs (GENE	\$335.00	13617	PORTABLE RESTROOM RENTAL 4/24/25 - 6/19/25
Total			\$335.00		
140386	06/25/25	GLS PROMOTIONS			
E 100-42100-417		Uniforms	\$68.30	25853	PD UNIFORMS
Total			\$68.30		
140387	06/25/25	HEIDE, MOLLY A			
E 401-41900-595		Land Acquisition/Easemen	\$1,375.00	10081193	BUSCHMANN RD PROJECT 31540 RANCHETTE DR
Total			\$1,375.00		
140388	06/25/25	KIMPLING, KATIE M			
E 401-41900-595		Land Acquisition/Easemen	\$1,375.00	10081193	BUSCHMANN RD PROJECT 31540 RANCHETTE DR
Total			\$1,375.00		
140389	06/25/25	MCALPINE, STEVEN & RENAE			
E 401-41900-595		Land Acquisition/Easemen	\$31,900.00	10090544	BUSCHMANN RD PROJECT PIN #10090544
Total			\$31,900.00		
140390	06/25/25	MENARDS- BAXTER			
E 100-43000-220		Repair/Maint Supply (GEN	\$74.76	47016	PW SHOP SUPPLIES
E 100-43000-229		Culverts/MB Supports	\$1,752.81	47016	PW CULVERTS & COUPLERS
E 100-43000-220		Repair/Maint Supply (GEN	\$55.96	47198	PW STOP LEAK
E 270-49010-200		General Operating (Suppli	\$219.99	47198	CEMETERY SUMP PUMP
Total			\$2,103.52		

CITY OF BREEZY POINT

***Check Detail Register©**

Batch: PAY20250112.00,PRL-060525,061125PAY,053125WEXFUEL,PRL-063025,PRL-061825,062525PAY,060125BANKFEES,053125CCPROCESSFEES,052625USBANKCC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
140391	06/25/25	MILLER, JODY			
E 100-41900-810		Refund/Reimbursements	\$3,304.24	10171395	SPECIAL ASMT REFUND PID 10171395
		Total	\$3,304.24		
140392	06/25/25	PELICAN SQUARE INC			
E 100-41300-200		General Operating (Suppli	\$6.87	1028863	CH WATER
		Total	\$6.87		
140393	06/25/25	POMPS TIRE SERVICE			
E 600-43250-220		Repair/Maint Supply (GEN	\$37.10	2280008446	SEWER REPAIR TIRE
		Total	\$37.10		
140394	06/25/25	RATWIK ROSZAK & MALONEY PA			
E 100-41610-304		Legal/Prosecution Fees	\$3,070.11	79785	LEGAL FEES - MAY 2025
		Total	\$3,070.11		
140395	06/25/25	SPARROW CLEANING SERVICE			
E 100-41900-401		Maint Buildings	\$280.00	3811	CH CLEANING SERVICES - MAY 2025
E 100-42100-401		Maint Buildings	\$360.00	3811	PD CLEANING SERVICES - MAY 2025
		Total	\$640.00		
140396	06/25/25	STRAND, THEODORE A			
E 401-41900-595		Land Acquisition/Easemen	\$500.00	10040633	BUSCHMANN RD PROJECT 32042 DARNER LN
		Total	\$500.00		
140397	06/25/25	SWENSON, JERRY A & SHARON			
E 401-41900-595		Land Acquisition/Easemen	\$22,000.00	10060501	BUSCHMANN RD PROJECT 7412 BUSCHMANN RD
		Total	\$22,000.00		
140398	06/25/25	T&C LAND HOLDING IV, LLC			
E 401-41900-595		Land Acquisition/Easemen	\$6,350.00	10050518	BUSCHMANN RD PROJECT PIN: 10050518
E 401-41900-595		Land Acquisition/Easemen	\$3,000.00	10050522	BUSCHMANN RD PROJECT PIN: 10050522
		Total	\$9,350.00		
140399	06/25/25	THE OFFICE SHOP			
E 100-41300-200		General Operating (Suppli	\$36.16	1156045-0	ADMIN OFFICE SUPPLIES
		Total	\$36.16		
140400	06/25/25	US AUTOFORCE			
E 100-42100-220		Repair/Maint Supply (GEN	\$584.00	INV00097186	PD TIRES
		Total	\$584.00		
140401	06/25/25	VERIZON WIRELESS			
E 100-43000-321		Telephone	\$100.40	6115652698	PW CELL PHONE SERVICE 6/11/25 - 7/10/25
E 600-43250-321		Telephone	\$100.40	6115652698	SEWER CELL PHONE SERVICE 6/11/25 - 7/10/25
		Total	\$200.80		
140402	06/25/25	ZEIDLER, KELLY D			
E 401-41900-595		Land Acquisition/Easemen	\$1,375.00	10081193	BUSCHMANN RD PROJECT 31540 RANCHETTE DR
		Total	\$1,375.00		

CITY OF BREEZY POINT

*Check Detail Register©

Batch: PAY20250112.00,PRL-060525,061125PAY,053125WEXFUEL,PRL-063025,PRL-061825,062525PAY,060125BANKFEES,053125CCPROCESSFEES,052625USBANKCC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
140403	06/25/25	ZEIDLER, SCOTT A			
E 401-41900-595		Land Acquisition/Easemen	\$1,375.00	10081193	BUSCHMANN RD PROJECT 31540 RANCHETTE DR
		Total	\$1,375.00		
		10100	\$707,608.27		

Fund Summary

10100 Primary	
100 GENERAL FUND	\$172,566.37
270 CEMETERY Special Revenue Fund	\$1,686.10
401 Revolving Capital Fund	\$519,072.28
600 SEWER OPERATING FUND	\$13,985.16
602 Sewer Capital Projects Fund	\$298.36
	<u>\$707,608.27</u>

Resolution __-2025

A RESOLUTION AUTHORIZING ALLIE POLSFUSS TO BE A DESIGNATED SIGNATORY FOR TRANSACTIONS OF THE CITY OF BREEZY POINT

WHEREAS the official depository for the City of Breezy Point is Pine River State Bank (the bank) of Breezy Point; and

WHEREAS, the bank requires verification from the city council for those individuals that are authorized to sign checks, other instruments and transact business on behalf of the city of Breezy Point: and

WHEREAS, Alle Polsfuss has been hired as the new City Administrator/Clerk Treasurer to commence her employment with the City of Breezy Point on July 1, 2025.

WHEREAS, Alle Polsfuss will replace Vice Mayor Michael Moroni as signatory July 7, 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL THAT:

1. Allie Polsfuss is hereby authorized to be one of the designated signatories for transactions of the city of Breezy Point with Pine River State Bank as of July 7, 2025.
2. The signatory of Michael Moroni is withdrawn as of July 7, 2025.
3. The Signatures of Deputy Clerk Deb Runksmeier and Mayor Mayor Todd A. Roggenkamp shall be maintained.
4. All signatories shall have the authority to sign the Governmental Entity Resolution providing for all transactions accomplished through Pine River State Bank.

Rebecca Ball _____

Michael Moroni _____

Steve Jensen _____

Brad Scott _____

Todd A. Roggenkamp _____

Adopted this 7th of July 2025

Attest:

Mayor Todd A. Roggenkamp

Allie Polsfuss, Administrator/Clerk

TO: Mayor and City Council
FROM: Allie Polsfuss City Administrator
RE: Bike Around Minnesota
DATE: July 7, 2025



Overview:

Bike Around Minnesota (BAM) is a road bike and camping tour, and they would like to rent the City’s large pavilion on Thursday, August 21, 2025. Attachment A includes additional details about the rental request. Public Works Supervisor Joe Zierden has reviewed the request and has no issues with it.

Financial Impact:

Per the Park Pavilion Fee schedule, BAM will be required to pay the \$25.00 rental fee.

Council Action Requested:

Motion to approve Bike Around Minnesota to rent the City’s large pavilion on Thursday August 21, 2025 for the road bike and camping tour event.

Our organization (BAM) Bike Around Minnesota would like to rent the large pavilion on Thursday Aug 21st.

[https://www.bikemn.org/events/bam-2025/#:~:text=Brainerd%20Lakes%20Region-2025%20Bicycling%20Around%20Minnesota%20\(BAM\)%20In%20the%20Brainerd%20Lakes%20Region,northern%20Minnesota's%20Brainerd%20Lakes%20Region.](https://www.bikemn.org/events/bam-2025/#:~:text=Brainerd%20Lakes%20Region-2025%20Bicycling%20Around%20Minnesota%20(BAM)%20In%20the%20Brainerd%20Lakes%20Region,northern%20Minnesota's%20Brainerd%20Lakes%20Region.)

Our volunteers that serve the lunch would arrive about 9:30am to set up.

Riders would start arriving between 10am and Noon. There are 225 riders on the tour. Not all of them would arrive at the same time.

We would like approval to bring in our own satellite rest rooms with sinks. The satellites are all coordinated by our team. The company usually sets them up the afternoon before or same day early morning and picks up later in the afternoon.

We would need the pavilion until 2pm for cleanup etc.

Also a water source to fill large Gatorade containers.

I forgot to ask you how many restrooms you have there in the park? Are they satellites or are they attached to the pavilion? If they have any in the pavilion, how many sinks do they have as well?

Please let us know as soon as possible if this can be approved as we are working on all routes for the 4 days of cycling.

Thank you so much!

Diane Ziemer
612-247-4835



DATE: June 10, 2025

TO: Crow Wing County Municipalities

FROM: Savannah Winkler, Regional Development Planner

RE: Crow Wing County Municipalities Representative to Region Five Development Commission

In 2023, Angel Zierdan was elected to represent the Crow Wing County Municipalities (under 10,000 population) on the Region Five Development Commission for a three-year term. Commissioner Zierdan’s term is ending due to the election and Region Five Development Commission needs to go forward with the election process for her seat.

The Commission is comprised of 24 members from the region and meets 10 times per year on the 4th Thursday of each month, excluding November and July unless the Commissioner is elected to the board, those meetings take place in November and July at 10:00AM to take care of normal business activities and to make recommendations to the full commission as needed.

Enclosed you will find attached a nomination form. Please remember that any Mayor, Councilperson or elected City Clerk may nominate, be nominated or serve on the Commission BUT ONLY MAYORS MAY VOTE. Following the nomination process, a ballot will be sent. Nominations are due no later than **July 10, 2025**.

If you have questions, feel free to contact Savannah Winkler at (218) 330.0554 or via email at swinkler@regionfive.org

Sincerely,

Savannah Winkler
Regional Development Planner

200 1st Street NE, Suite 2
Staples, MN 56479

TO: Mayor and City Council
FROM: Allie Polsfuss City Administrator
RE: Crow Wing County Municipalities Representative
DATE: July 7, 2025



Overview:

Commissioner Zierden’s term on the Crow Wing County Municipalities on the Region Five Development Commission is ending due to the election and Region Five Development Commission needs to go forward with the election process to fill her seat.

Attachment A includes the nomination form for Tyler Gardner as the nominee for this position.

Council Action Requested:

Approve the nomination form for the Crow Wing County Municipalities Representative to Region Development Commission.

TO: Mayor and City Council
FROM: Jerry Bohnsack, Interim City Administrator
RE: Sanitary Sewer Extension Airport to Terminal
DATE: July 7, 2025



Bids for the proposed project are being opened on Thursday July 3rd 10:00 am at the Public Safety Building. After opening and reviewing for errors. The results will be forwarded to the Council for Consideration at the July 7, 2025 City Council Meeting.

July 3, 2025

Brainerd/Baxter

7804 Industrial Park Road
Baxter MN 56425

Ms. Allie Polsfuss, City Administrator
City of Breezy Point
8361 County Road 11
Breezy Point, MN 56472

218.829.5117
Baxter@Widseth.com
Widseth.com

Re: **CR-11 Sanitary Sewer Extension**
Letter of Recommendation for Bid Award
WSN No. 2024-10044

Dear Ms. Polsfuss:

Pursuant to authority of the City Council and after proper legal advertisement, bids for the above-referenced project were obtained at 10:00 A.M., in the Breezy Point Police Department, Breezy Point, Minnesota, on July 3, 2025.

The following bid proposals were received:

<u>Bidder</u>	<u>Bid Amount</u>
Larson Excavating Contractors, Inc. of Holdingford, Minnesota	\$159,211.97
JR Ferche, Inc. of Rice, Minnesota	\$242,400.00
Borden Excavating, Inc. of Merrifield, Minnesota	\$247,249.00

The Engineering Estimate of the construction cost was \$160,418.50. Details of all bids are shown on the enclosed Abstract. The bids were conforming to the plans, specifications and advertisement.

We recommend the contract be awarded to Larson Excavating Contractors, Inc. of Holdingford, Minnesota, the lowest responsible bidder, on the basis of the unit prices contained its bid proposal.

Sincerely,

WIDSETH SMITH NOLTING



Nicholas Peterson, E.I.T
City Engineer

Enclosure

WIDSETH SMITH NOLTING
7804 Industrial Park Road, Baxter, MN 56425

PHONE 218-829-5117

TABULATION OF BIDS

NAME: 2025 CR-11 SANITARY SEWER EXTENSION

Section 7, Item A.

CLIENT: CITY OF BREEZY POINT
PROJECT NO: 2024-10044

DATE: JUNE 25, 2025
TIME: 2:00 PM

				ENGINEER'S ESTIMATE		Larson Excavating Contractors, Inc. PO Box 7 Holdingford, MN 56340		JR Ferche, Inc. 13265 25th Avenue NW Rice, MN 56367		Borden Excavating, Inc. 13110 Borden Road Merrifield, MN 56465	
ITEM NO	ITEM DESCRIPTION	CONTRACT QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	MOBILIZATION	1	LUMP SUM	\$20,000.00	\$20,000.00	\$ 27,731.41	\$27,731.41	\$ 36,000.00	\$36,000.00	\$ 10,706.00	\$10,706.00
2	CLEARING	0.05	ACRE	\$40,000.00	\$2,000.00	\$ 2,500.00	\$125.00	\$ 50,000.00	\$2,500.00	\$ 25,000.00	\$1,250.00
3	GRUBBING	0.05	ACRE	\$40,000.00	\$2,000.00	\$ 2,500.00	\$125.00	\$ 50,000.00	\$2,500.00	\$ 25,000.00	\$1,250.00
4	REMOVE CASTING (SANITARY)	1	EACH	\$250.00	\$250.00	\$ 100.00	\$100.00	\$ 250.00	\$250.00	\$ 500.00	\$500.00
5	SALVAGE SIGN TYPE C	5	EACH	\$50.00	\$250.00	\$ 51.00	\$255.00	\$ 60.00	\$300.00	\$ 200.00	\$1,000.00
6	REMOVE GUARDRAIL - TYPE 31	108	LIN FT	\$23.00	\$2,484.00	\$ 10.00	\$1,080.00	\$ 45.00	\$4,860.00	\$ 5.00	\$540.00
7	SAWING CONCRETE PAVEMENT (FULL DEPTH)	6	LIN FT	\$12.00	\$72.00	\$ 5.00	\$30.00	\$ 15.00	\$90.00	\$ 50.00	\$300.00
8	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	240	LIN FT	\$4.50	\$1,080.00	\$ 4.00	\$960.00	\$ 5.00	\$1,200.00	\$ 10.00	\$2,400.00
9	REMOVE CURB & GUTTER	75	LIN FT	\$6.00	\$450.00	\$ 3.00	\$225.00	\$ 10.00	\$750.00	\$ 2.00	\$150.00
10	REMOVE BITUMINOUS PAVEMENT	583	SQ YD	\$3.50	\$2,040.50	\$ 3.00	\$1,749.00	\$ 10.00	\$5,830.00	\$ 10.00	\$5,830.00
11	COMMON LABORERS	10	HOUR	\$80.00	\$800.00	\$ 50.00	\$500.00	\$ 50.00	\$500.00	\$ 65.00	\$650.00
12	SKID LOADER	10	HOUR	\$150.00	\$1,500.00	\$ 100.00	\$1,000.00	\$ 50.00	\$500.00	\$ 100.00	\$1,000.00
13	STREET SWEEPER (WITH PICKUP BROOM AND WA	10	HOUR	\$175.00	\$1,750.00	\$ 100.00	\$1,000.00	\$ 50.00	\$500.00	\$ 150.00	\$1,500.00
14	AGGREGATE BASE CLASS 5 (CV)	110	CU YD	\$52.00	\$5,720.00	\$ 35.00	\$3,850.00	\$ 100.00	\$11,000.00	\$ 80.00	\$8,800.00
15	BITUMINOUS DRIVEWAY REPLACEMENT	4	SQ YD	\$80.00	\$320.00	\$ 102.00	\$408.00	\$ 250.00	\$1,000.00	\$ 250.00	\$1,000.00
16	TYPE SP 9.5 WEARING COURSE MIX (3,C)	59	TON	\$120.00	\$7,080.00	\$ 102.00	\$6,018.00	\$ 130.00	\$7,670.00	\$ 200.00	\$11,800.00
17	TYPE SP 12.5 NON-WEARING COURSE MIX (3,B)	79	TON	\$120.00	\$9,480.00	\$ 112.20	\$8,863.80	\$ 140.00	\$11,060.00	\$ 200.00	\$15,800.00
18	TRACE WIRE SYSTEM (SANITARY)	1	LUMP SUM	\$2,000.00	\$2,000.00	\$ 1,670.11	\$1,670.11	\$ 2,500.00	\$2,500.00	\$ 5,000.00	\$5,000.00
19	CONNECT TO EXISTING SANITARY SEWER	1	EACH	\$3,500.00	\$3,500.00	\$ 4,232.82	\$4,232.82	\$ 10,000.00	\$10,000.00	\$ 5,000.00	\$5,000.00
20	8" PVC PIPE SEWER (SDR 26)	48	LIN FT	\$130.00	\$6,240.00	\$ 116.34	\$5,584.32	\$ 175.00	\$8,400.00	\$ 250.00	\$12,000.00
21	8" HDPE PIPE SEWER - DIRECTIONALLY DRILLED	363	LIN FT	\$75.00	\$27,225.00	\$ 84.50	\$30,673.50	\$ 150.00	\$54,450.00	\$ 250.00	\$90,750.00
22	6" PVC SANITARY SERVICE PIPE	48	LIN FT	\$65.00	\$3,120.00	\$ 80.50	\$3,864.00	\$ 120.00	\$5,760.00	\$ 200.00	\$9,600.00
23	8"x6" PVC WYE	1	EACH	\$500.00	\$500.00	\$ 598.47	\$598.47	\$ 1,500.00	\$1,500.00	\$ 1,000.00	\$1,000.00
24	6" PVC CLEANOUT ASSEMBLY	1	EACH	\$1,500.00	\$1,500.00	\$ 575.52	\$575.52	\$ 1,250.00	\$1,250.00	\$ 1,000.00	\$1,000.00
25	CASTING ASSEMBLY (SANITARY 700-7)	2	EACH	\$750.00	\$1,500.00	\$ 1,353.88	\$2,707.76	\$ 1,400.00	\$2,800.00	\$ 1,200.00	\$2,400.00
26	CONSTRUCT DRAINAGE STRUCTURE 48-4020 (SAN	22.9	LIN FT	\$550.00	\$12,595.00	\$ 889.91	\$20,378.94	\$ 650.00	\$14,885.00	\$ 800.00	\$18,320.00
27	CONCRETE CURB & GUTTER DESIGN B618	75	LIN FT	\$60.00	\$4,500.00	\$ 51.00	\$3,825.00	\$ 75.00	\$5,625.00	\$ 45.00	\$3,375.00
28	CONCRETE MEDIAN BARRIER (MOVEABLE)	12	EACH	\$120.00	\$1,440.00	\$ 612.00	\$7,344.00	\$ 800.00	\$9,600.00	\$ 750.00	\$9,000.00
29	CORE DRILL SANITARY SEWER STRUCTURE	1	EACH	\$2,500.00	\$2,500.00	\$ 2,270.00	\$2,270.00	\$ 4,500.00	\$4,500.00	\$ 2,500.00	\$2,500.00
30	INSTALL TRAFFIC BARRIER DESIGN TYPE 31	108	LIN FT	\$60.00	\$6,480.00	\$ 78.54	\$8,482.32	\$ 100.00	\$10,800.00	\$ 25.00	\$2,700.00
31	TRAFFIC CONTROL	1	LUMP SUM	\$10,000.00	\$10,000.00	\$ 3,978.00	\$3,978.00	\$ 6,500.00	\$6,500.00	\$ 7,500.00	\$7,500.00
32	INSTALL SIGN TYPE C	5	EACH	\$100.00	\$500.00	\$ 255.00	\$1,275.00	\$ 300.00	\$1,500.00	\$ 200.00	\$1,000.00
33	STORM DRAIN INLET PROTECTION	4	EACH	\$175.00	\$700.00	\$ 100.00	\$400.00	\$ 250.00	\$1,000.00	\$ 100.00	\$400.00
34	SILT FENCE, TYPE HI	154	LIN FT	\$5.00	\$770.00	\$ 3.00	\$462.00	\$ 10.00	\$1,540.00	\$ 2.00	\$308.00
35	STABILIZED CONSTRUCTION EXIT	4	EACH	\$1,500.00	\$6,000.00	\$ 500.00	\$2,000.00	\$ 100.00	\$400.00	\$ 100.00	\$400.00
36	SCREENED TOPSOIL BORROW	118	CU YD	\$50.00	\$5,900.00	\$ 15.00	\$1,770.00	\$ 65.00	\$7,670.00	\$ 40.00	\$4,720.00
37	FERTILIZER TYPE 3	60	POUND	\$6.00	\$360.00	\$ 3.00	\$180.00	\$ 2.00	\$120.00	\$ 5.00	\$300.00
38	SEEDING	0.2	ACRE	\$500.00	\$100.00	\$ 5,000.00	\$1,000.00	\$ 2,500.00	\$500.00	\$ 5,000.00	\$1,000.00
39	SEED PATCH	6	POUND	\$7.00	\$42.00	\$ 10.00	\$60.00	\$ 20.00	\$120.00	\$ 50.00	\$300.00
40	SEED NORTHERN BOULEVARD	30	POUND	\$7.00	\$210.00	\$ 10.00	\$300.00	\$ 6.00	\$180.00	\$ 10.00	\$300.00
41	HYDRAULIC REINFORCED FIBER MATRIX	780	POUND	\$7.00	\$5,460.00	\$ 2.00	\$1,560.00	\$ 5.50	\$4,290.00	\$ 5.00	\$3,900.00

TOTAL

\$160,418.50

\$159,211.97

\$242,400.00

\$247,249.00

I hereby certify that this tabulation is a true and correct copy of the bids for the CR-11 Sanitary S
Extension Project.

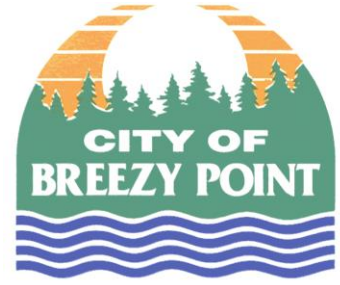


23432 3-Jul-25

David S. Reese

REG. NO. DATE

TO: Mayor and City Council
FROM: Jerry Bohnsack, Interim City Administrator
RE: Special Assessments
DATE: July 7, 2025



Special Assessments are a charge imposed on properties for a particular improvement that benefits the property’s owner. Cities have traditionally utilized Special Assessments to finance all or portions of public improvements.

The attached is the current City of Breezy Point Special Assessment Policy for that is utilized to fund or help fund public improvements. This policy has been in effect since 2016.

The recent completion of the Roads CIP plan has prompted future debate on the role that special assessments may play in the funding of future improvement projects.

Most cities have policies which address the methods used to determine special assessments.

The following is an overview of special assessment policies with neighboring cities:

Breezy Point

- Reconstruction and Overlays
- Local Roads – Less than 15 years
 - 50% City
 - 50% Property Owners
- Local Roads – Greater than 15 years
 - 100% Property Owners

Pequot Lakes

- Reconstruction
 - Assessed to benefitting properties at amount corresponding to benefit determined by City Council with input of City Appraiser.
- New Projects
 - 100% Benefitted properties

Jenkins

- Reconstruction and Overlays
 - 100% Abutting benefitted properties

Upgrade of Existing gravel to concrete or pavement
100% Abutting properties.
New Construction
100% Abutting benefitted properties.

Crosslake

Costs assessed based upon benefits received. (benefit opinion provided by appraiser)
Reconstruction bituminous
Assessed based on appraiser.
Gravel to pavement
100% Abutting properties.
New Construction
100% Abutting properties.

Nisswa does not have a special assessment policy.

CITY OF BREEZY POINT
ROAD IMPROVEMENT AND ASSESSMENT POLICY

PURPOSE: A written policy is needed in order to provide uniform and consistent action for road maintenance, improvements and assessment practices. This policy is accepted by council motion and can be modified by council motion as necessity may dictate.

PART I - DEFINITIONS

COLLECTOR ROAD: Roads that collect local roads and provide for the movement of people and commodities to county roads. Also referred to as thoroughfares.

LOCAL ROADS: Roads that have a primary function of providing access to property.

SPECIAL ASSESSMENT: An assessment to specific benefited properties of an improvement.

MINIMUM MAINTENANCE ROAD: Local roads dedicated as city road by plat but not meeting minimum standards of an improved road.

MAJOR REHABILITATION: An improvement of any road which may include ditching, reconstruction of road bed, Class V, and bituminous surfacing or any combination thereof.

MILL AND OVERLAY: The removal of the top portion of bituminous and replacement of a new mat of bituminous.

BASIC OVERLAY: Overlay of existing bituminous roads with adequate drainage and requiring no engineering

PART II – ROAD CLASSIFICATIONS

- A. Collector Roads
 - Buschmann Road
 - Dove Street (Hwy. #4 to Ranchette)
 - Ranchette S.
 - Ranchette N.
 - Thrane Drive
 - Ski Chalet Drive

- B. Local Roads - All dedicated roads not listed above under the control of the city.
 - 1. Minimum Maintenance (Attached as Exhibit A)
 - 2. All local roads not classified as Minimum Maintenance

PART III – ROAD MAINTENANCE

- A. Collector Roads and Local Roads are City roads and will be maintained by the City including grading, minor repair, minor ditching, mowing, brushing, and snow plowing unless classified as Minimum Maintenance.
- B. Minimum Maintenance Roads will be inspected annually by the City and will be placed on a rotating maintenance schedule. No snow removal will be provided.
- C. All snow plowing will be done in accordance with the City’s snow removal policy.
- D. Shared Roads with Ideal Township:
 - 1. Bushmann Road – Breezy Point responsibility - summer and winter maintenance. Shared portion of roadway, 0.5 miles, Ideal portion of 0.2 miles winter maintenance.
 - 2. Wild Turkey Trail –Breezy Point – Winter responsibility
 - 3. Ossawinnamakee Road – Ideal Township responsibility – summer and winter maintenance, 0.7 miles.
 - 4. Forest Knolls Road - Ideal Township responsibility – summer and winter maintenance. 0.1 miles.
 - 5. Graf Road - Ideal Township responsibility – summer and winter maintenance. 0.1 miles.
 - 6. Sunset Strip - Ideal Township responsibility – winter maintenance. 0.2 miles.
 - 7. Winter maintenance is defined as plowing and sanding.
 - 8. Summer Maintenance is defined as mowing and minor pot holes repairs.
 - 9. Minor repairs includes pot hole or shouldering repairs to be done by each entity.
 - 10. Repairs by joint agreement to be shared for road surfacing and shoulders to be done in proportion to road ownership.
- E. Shared Roads with Pelican Township:
 - 1. Thrane Drive is the responsibility of Breezy Point to maintain and upgrade as per an annexation agreement.

PART IV – MAJOR REHABILITATION POLICY

It is the policy of the City to respond to growing demand for road improvements. Such improvements shall be determined by the City Council either by Council initiation or by petition of property owners.

- A. Action needed to start improvement.
 - 1. City Council Initiated
 - 2. Public safety concerns (initiated by City Council)
 - 3. Petition from a minimum of 70% of the frontage signed by property owners

- B. Target area for bituminous surfacing.
 - 1. Collector Roads.
 - 2. Improvements that can be made as part of a sewer improvement project.
 - 3. Local roads previously improved by municipal sewer.
 - 4. Local roads not anticipated to be served by municipal sewer but that have experienced significant growth.

- C. Design Standards
 - 1. The Road Improvement Standards adopted by the city July 1, 2013 provides for, among other requirements, a minimum 24 foot bituminous mat for collector roads and a 22 foot bituminous mat for local roads assuming a 66 foot wide right-of-way.
 - 2. A deviation from minimum standards may be considered when:
 - a. Road right-of-ways are less than 66 feet.
 - b. Existing conditions indicate an alternate design.
 - c. Limitations exist with the existing right-of-way such as wetlands, OHW, or other topographic features.

3. Improvements to unimproved or partially unimproved roadways will include the entire length of the right-of-way from intersection to intersection or end of right-of-way. Where limitations exist due to topography, soil conditions, wetlands, city financing, extent of sewer main installation or other impediment this requirement may be waived.
4. The use of an Overlay or Mill and Overlay shall be dependent on adequate roadway base, drainage and will be confined to the current roadway width.

D. Financing of Improvements

1. Collector roads are deemed to benefit the community as a whole and the property owners equally and will be assessed against the General Fund of the City.
2. Local Roads are deemed to benefit specific property owners and will be assessed to the owners per Minnesota Statute 429. Local Roads that will be upgraded from bituminous to bituminous will be assessed 50% to property owners and 50% by the city if the improvement is accomplished within 15 years of construction. These improvements would include reconstruction and overlays. Major rehabilitation projects for roads in excess of 15 years old will be assessed entirely to the benefited property owners however some consideration will be given to cost sharing for overlay types of projects.
 - a. The term of the assessments and interest rate shall be set by the city council.
 - b. Assessments will be determined on a per building site basis according to current zoning ordinances and will include all abutting properties that benefit from the improvement.
 1. Properties abutting more than one road (i.e. corner lot, double frontage or triple frontage lots) will be assessed a full assessment on the first improved roadway and one/half assessment on the second improved roadway. An additional assessment for a third roadway will not be imposed.

2. Benefited non-abutting properties may be assessed on a per lot basis if such property abuts a dead-end private road which opens onto the project road.

E. Life of Improvements - Roadways shall have an expected service life of fifteen years. Reconstruction of assessed improvements, which have reached or exceeded the expected service life, shall be eligible for new assessments.

F. The City through the Public Works Supervisor, City Administrator, City Engineer and/or City Attorney make determinations whether or not to order appraisals and in what circumstances. Circumstances to be used in that determination will be based upon, but not exclusively, the amount of the assessments involved, the nature or use of the property to be assessed and any unusual characteristics of either the property to be assessed or the project.

G. Deviation or Modification of this policy.
The apportionment of the cost between benefited property and the City at large, and the particular method of levying assessments prescribed in this policy shall be followed in each case unless the Council, by Resolution, finds that because of special circumstances stated in the Resolution, a different policy, a modified policy, or a combination of sections of the policy is necessary or desirable in a particular case. The Resolution shall specifically describe deviations or modifications from the policy and the rationale for the change in assessment. Implementation of the City Assessment policy and any modification by Resolution shall result in an equitable assessment that shall not exceed the benefit to affected properties.

PART V – HISTORICAL

2014 – Whitebirch Drive and Creek Circle. Sanitary sewer, paving and trunk sanitary sewer line across golf course to Lift Station #6. Trunk sewer line paid for with Sewer Capital Funds. Sewer main and paving on a per unit cost of \$8,183.36. Assessments paid are returned to the Sewer Capital Fund.

2015 – Snowman Circle and Thrane Drive. Paving assessment was on a per unit basis of \$7,784.63 and corner lots were at 50% or \$3,892.32. Standard width was reduced for cul-de-sac to match existing roadway footprint. Construction financed with General Fund revenue, assessments repaid to General Fund and pledged to future roadway improvements.

City of Breezy Point
Road Policy
Page 6

2016 – Winter Trail and Scenic Overlook. Paving assessment was on a per unit basis. Winter Trail was \$4,734.16 and Scenic Overlook was at \$3,550.35. Corner lots were all at 100% as it was the first side of paving. The existing standard was reduced to match existing roadway width. The project is a continuation of a half paved roadway that was paved 20 feet wide. Construction financed with General Fund revenue, assessments repaid to General Fund and pledged to future roadway improvements.

2017 – Whitebirch 6th Addition. Paving assessment was on a per unit basis for the subdivision as a whole. The roads paved included Aztec Circle, Pawnee Circle, Zuni Circle, Pima Circle and Navaho Trail. Pawnee Circle had an extreme slope making it difficult to maintain and was cut down at city expense, not included in the overall assessment. Corner lots received a unit and a half assessment (\$5,616.14) within the subdivision. Corner lots off Dove Street and Ranchette Drive received a half unit assessment (\$1,872.95). Multiple lots owned by one property owner were charged for each lot as remaining lots are buildable. One property with two lots and home built in the center of the two were charged only one assessment. A full assessment was \$3,744.09. Project was financed using existing revenues at 4.25% over 15 years.

Amended November 7, 2016
Update 2017 - History

TO: Mayor and City Council
FROM: Allie Polsfuss City Administrator
RE: Professional Services Cost Share Agreement for Transportation Planning Study
DATE: July 7, 2025



Overview:

Eagle View Elementary School and Crow Wing County are initiating an engineering study to evaluate and develop alternatives to address traffic and congestion issues affecting Eagle View Elementary School and County State Aid Highway (CSAH) 11. A Request for Proposals (RFP) will be issued to qualified consultants, with the study expected to be completed by January 2026.

Financial Impact:

A draft of the Professional Services Agreement is provided in *Attachment A*. The estimated cost of the study will be shared among the following entities:

- **Crow Wing County** – 50%
- **Eagle View Elementary School** – 40%
- **City of Breezy Point** – 5% (capped at \$5,000)
- **City of Pequot Lakes** – 5% (capped at \$5,000)

If approved, this will be incorporated the 2026 budget.

Council Action Requested:

Approve the Professional Services Agreement between Eagle View Elementary School, Crow Wing County, the City of Pequot Lakes, and the City of Breezy Point for the Transportation Planning Study.

PROFESSIONAL SERVICES COST SHARE AGREEMENT

Eagle View Elementary School - County State Aid Highway (CSAH) 11 Internal (School) and External (Adjacent Property and Roadways) Transportation Planning Study Project Number CP 018-011-018

THIS AGREEMENT made and entered into by and between Crow Wing County, Minnesota, hereinafter referred to as the "County", Independent School District (ISD) 186 hereinafter referred to as the "School", City of Breezy Point hereinafter referred to as "B.P." and the City of Pequot Lakes, hereinafter referred to as "P.L."

WITNESSETH:

WHEREAS, the County, School, B.P. and P.L. have determined assistance is needed to perform transportation engineering and planning services to develop a range of feasible alternatives to address challenges pertaining to traffic safety and congestion in the vicinity of Eagle View Elementary School and CSAH 11, and

WHEREAS, the County will issue a Request for Proposals (RFP) to qualified consultants to perform the analysis, and

WHEREAS, the RFP will require deliverables that are exclusive to the internal transportation movements of the School as well as relating to CSAH 11 and the surrounding area, and

WHEREAS, some of the recommended alternatives are anticipated to identify changes to surrounding properties and local public roadways, and

WHEREAS, each of the four agencies involved have a vested interest in the outcome of the analysis and desire to provide input throughout the study period.

NOW THEREFORE, in consideration of the mutual covenants and considerations hereinafter contained, it is agreed by and between the County, School, B.P. and P.L. as follows:

Article 1. Scope of Services

It shall be the general intent of the Scope of Services to have the Consultant perform all professional services as defined in the RFP. Each of the four parties' signatory to this agreement shall agree to take part in Project Management Team (PMT) meetings and provide input that is important and relevant to their respective agencies.

Article 2. Costs

The County will enter into a contract with the chosen consultant and fund the study until completion. Upon completion, the County will invoice the remaining agencies. The cost of the study shall be shared as shown below:

County	50%
School	40%
B.P.	5% (capped at a maximum of \$5,000)
P.L.	5% (capped at a maximum of \$5,000)

Should the total amount of the study result in 5% being more than \$5,000, the County and School will equally share the costs over \$5,000 for B.P. and P.L.

Article 3. Consultant Contract

Each agency will be asked to provide input during the consultant selection process. After collecting input, the County shall make a final determination of the consultant to move forward with and execute a contract. Any requested changes or amendments to the consultant contract will be routed to each agency. This could include one agency requesting additional analysis that is specific to their priorities or could be all agencies agreeing to add to the scope of the overall project. Costs for any additional services will be determined on a case-by-case basis.

Article 4. Time of Performance

The County issued RFP will indicate a starting date in July of 2025 and a final completion date for the consultant in January of 2026. For planning purposes, all agencies should expect PMT and open house type meetings to occur throughout the end of 2025 and beginning of 2026. For budgeting purposes, the School, B.P. and P.L. can anticipate the invoice from the County will be sent in the spring of 2026. Invoices shall be due within 30 days of delivery.

Article 5. Ownership of Documentation

The originals of all studies, reports, recommendations and other documents prepared by the consultant shall be the property of the County, School, B.P. and P.L.

Article 6. Future uses of the Study

The cost share scenario for the study shown in Article 2. shall have no bearing on potential future construction cost shares. Without knowing the results of the study and where potential impacts and improvements may occur, a construction cost share cannot be determined at this time. It is the intent to use the study as a guide in providing future improvements, as well as a tool to be incorporated into potential grant funding applications. It will also be used to share with current property owners, developers and others that may have an interest in the study area, to realize what the long-term transportation goals are.

Article 7. Authorized Agents

Crow Wing County (County)
Timothy Bray, P.E.
Crow Wing County Engineer
Crow Wing County Highway Department
16589 CR 142
Brainerd, Minnesota 56401

Independent School District 186 (School)
Kim Bolz-Andolshek
Board Chair
Independent School District 186
30805 Olson Street
Pequot Lakes, MN 56472

City of Breezy Point (B.P.)
City Administrator
City of Breezy Point
8319 CR 11
Breezy Point, MN 56472

City of Pequot Lakes (P.L.)
Angie Duus
City Administrator
City of Pequot Lakes
4638 Main Street
Pequot Lakes, MN 56472

THE REMAINDER OF THIS PAGE HAS BEEN INTENTUALLY LEFT BLANK

IN WITNESS WHEREOF, the County, School, B.P. and P.L. by their authorized partner or officer have hereunto subscribed their names.

COUNTY OF CROW WING

INDEPENDENT SCHOOL DISTRICT 186

By: Timothy V. Bray
Timothy Bray, P.E.
Crow Wing County Engineer

By: Kim Bolz-Andolshek
Kim Bolz-Andolshek, Board Chair
Independent School District 186

Dated: 6/17/2025

Dated: 6/16/25

CITY OF BREEZY POINT

CITY OF PEQUOT LAKES

By: _____
Todd Roggenkamp, Mayor
City of Breezy Point

By: _____
Tyler Gardner, Mayor
City of Pequot Lakes

Dated: _____

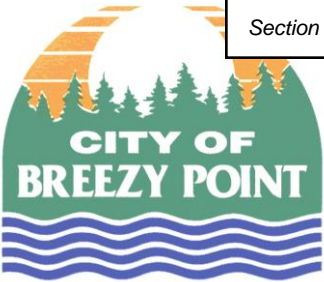
Dated: _____

By: _____
City Administrator

By: _____
Angie Duus
City Administrator

Dated: _____

Dated: _____



TO: Mayor and Council

FROM: Police Chief Brian Sandell

DATE: June 24, 2025

MEETING DATE: July 7, 2025

Agenda Item: 2026 Chevy Tahoe

Background: Requesting approval to place an order for a 2026 Chevy Tahoe police package squad car. Approval will get us a build date and the vehicle will not arrive before 2026.

The anticipated cost for the vehicle and equipment is \$65,000. If approved this will be included in the 2026 budget.

Requested Action: Approve the order of a 2026 Chevy Tahoe police vehicle.

Dove Street Residents wrote:

Message: June 14th, 2025 Dear City of Breezy Point Officials, In recent years, there has been a semi-trailer parking on Dove Street. This truck parks in this spot anywhere from a couple of days to a week. There have been several complaints filed with Breezy Point Police regarding this semi-trailer. After speaking with Breezy Point Police, we were informed that it was perfectly legal to park this semi and its trailer on Dove Street. We would like to dispute this claim from Breezy Point Police. Typically, a street that is designed to accommodate parking has an average width of thirty-six (36') feet. Upon measuring the width of Dove Street, it was found to have a width of twenty-two (22') feet. This width is already two (2') short of the average street design that accommodates for two-way traffic without parking. It seems to be missing the additional fourteen (14') feet that is typically given to accommodate two lanes of traffic with parking accommodations. The average width of a semi-trailer is seven and half (7 1/2') feet. If the semi-trailer parks on a twenty-two (22') foot wide road, it only leaves fourteen (14') feet to accommodate two lanes of active traffic. We would also like to remind city officials that with no sidewalks available on Dove Street, many residents and guests of the city of Breezy Point utilize the sides of the roads to walk their dogs, take their morning walks, and other activities outside of a vehicle. We would also like to remind officials that the average ambulance is eight (8') feet wide and the average fire truck is eight to ten (8'-10') wide. City officials must understand that fourteen (14') feet of roadway is not enough space to accommodate two lanes of traffic and the heavy foot traffic that Dove Street experiences from both residents and tourists safely. For all of these reasons, we believe that by allowing any vehicle parking on Dove Street (or any other street with a width less than thirty-six (36') feet), the City of Breezy Point is creating hazardous road conditions for its citizens. On top of the safety concerns regarding this issue, we would also like to remind city officials that there are Minnesota statutes regarding parking on public roadways. The general consensus regarding MN Statute 169.34 is that parking in a lane of traffic is prohibited unless otherwise directed. When the semi-trailer in question parks on Dove Street, it blocks the entirety of the right lane of traffic when traveling to the east. Therefore, it is illegally parked according to MN Statute 169.34. We have also noticed, as of late, the semi-trailer has attempted to move over further into the grass of the high line area. While we appreciate the effort the driver has put forth, according to MN Statute 169.35, parking without a curb requires the vehicle to remain within the paved/improved portion of the road. If the semi-trailer is parking outside of the paved portion of the road, it is illegally parked. From our understanding, while the City of Breezy Point, as a municipality of the state of Minnesota, does have the right to make their own ordinances more restrictive than Minnesota state law, it cannot make them more lenient. For these reasons, it is our belief that the Breezy Point police department has mistakenly allowed the semi-trailer to continue to park on Dove Street. We understand the person who drives this semi-trailer is making a living, and for that we do not fault this person. It is very clear that the City of Breezy Point did not design their residential roadways to accommodate any vehicle parking, let only a semi-trailer. It is also clear there are plenty of area within the residential homes that they potentially live at to accommodate their semi-trailer. They also could seek other potential accommodations for the semi-trailer that do not require putting lives at risk. Sincerely, Some very concerned Dove Street residents



Handbook for Minnesota Cities

Chapter 11: City Regulatory Functions

HANDBOOK CHAPTER

Published: December 20, 2024

City Regulatory Functions

(pdf, 428.8KB)

This file may not be suitable for users of assistive technology.

[Request an accessible format.](#)

This content conveys general information. Do not use it as a substitute for legal advice. Any attorney general opinions cited are available from the League's Research staff.

Authority to regulate various activities in the city comes from state law. Learn about the activities most commonly regulated and licensed by cities such as lawful gambling, speed limits, traffic violations, parking regulations, utilities, curfew, loitering, open burning, noise, obscenity, and others.

[See Table of Contents: Handbook for Minnesota Cities](#)

Your LMC Resource

Research & Information Service staff members are ready to help you apply their broad knowledge to the issues you're dealing with today.

[Access online form to submit a question](#), or call us: (651) 281-1200 or (800) 925-1122

RELEVANT LINKS:

Minn. Stat. § 357.021, subd. 6 (f).
Minn. Stat. § 169.999, subd. 6.

49 C.F.R § 384.226.
Minn. Stat. § 171.163.

Minn. Stat. § 169.06.

Minnesota Department of Transportation: [Minnesota Manual on Uniform Traffic Control Devices \(MN MUTCD\)](#).

Minn. Stat. § 169.04.

Minn. Stat. § 169.06.

Minn. Stat. § 169.04 (b).

Minn. Stat. § 169.04.
Minn. Stat. § 459.14, subd. 6.

- Violates the speed limit by less than 10 miles per hour.
- Fails to obey a stop line.
- Operates a vehicle with a cracked windshield or other specific equipment violations.

Administrative citations are not subject to the state surcharge on other traffic violations.

An administrative citation may not be issued to the holder of a commercial driver's license, or the driver of a commercial vehicle in which the administrative violation was committed.

V. Signs on city streets

The Department of Transportation produces the Minnesota Manual on Uniform Traffic Control Devices (MN MUTCD) that contains uniform descriptions and specifications for all signs and traffic control devices.

Cities can get this manual and information about highway signs online or from the Department of Transportation or from the district highway engineer.

The council may, at its discretion, designate through-streets in the city and provide for the installation of stop signs wherever it thinks necessary. Cities can also regulate turns at busy intersections, such as U-turns or left-hand turns, or post certain streets as one-way streets. Whenever a city imposes a special regulation or speed limit, it should post a sign indicating the regulation at the starting point of the regulation and anywhere else it determines necessary to assist the enforcement of the regulation. Several types of regulations are not valid until proper signs have been posted. Cities cannot put up signs on trunk highways without the approval of the Transportation commissioner.

VI. Parking regulations

Any city action regulating parking on streets in the city must be done by ordinance. This includes rates, fees, charges, taxes for on-street parking, and penalties for violating such regulations, and prohibitions in the ordinance, too. A city ordinance may provide that the presence of a vehicle in or upon any public street, alley, or highway in the city stopped, standing, or parked in violation of such ordinance, shall be prima facie evidence (or evidence sufficient to prove) that the person in whose name such vehicle is registered as owner committed or authorized the commission of such violation.

RELEVANT LINKS:

LMC Research Department
at research@lmc.org or 651-281-1200 or 800-925-1122.

[Minn. Stat. ch. 168B.](#)

[Minn. Stat. § 168B.035, subd. 2.](#)

[Minn. Stat. § 168B.035, subd. 3.](#)

Common city parking regulations include: winter parking restrictions to allow for snowplowing, time limits, and truck parking restrictions—especially in residential districts.

The League has sample parking ordinances cities can use as guides for developing their own regulations.

State law recognizes city authority to order vehicles towed if found in violation of local parking ordinances.

Cities may authorize a private towing company to do the actual towing, but a city may not order a vehicle towed from public property unless a peace officer or parking enforcement officer has prepared, in addition to the parking citation, a written towing report describing the motor vehicle and the reasons for towing.

A city, acting as a towing authority, may not tow a motor vehicle because the vehicle:

- Has expired registration tabs that have been expired for less than 90 days.
- Is at a parking meter on which the time has expired and the vehicle has fewer than five unpaid parking tickets.
- Is identified for violation by a red light or speed safety camera.

However, a towing authority may tow a motor vehicle, notwithstanding the above restrictions, if:

- The vehicle is parked in violation of snow emergency regulations.
- The vehicle is parked in a rush-hour restricted parking area.
- The vehicle is blocking a driveway, alley, or fire hydrant.
- The vehicle is parked in a bus lane or at a bus stop during hours when parking is prohibited.
- The vehicle is parked within 30 feet of a stop sign and visually blocking the stop sign.
- The vehicle is parked in a disability transfer zone or disability parking space without a disability parking certificate or disability license plates.
- The vehicle is parked in an area that has been posted for temporary restricted parking at least 12 hours in advance (in a home rule charter or statutory city having a population under 50,000) or at least 24 hours in advance (in a statutory city over 50,000 population).
- The vehicle is parked within the right-of-way of a controlled-access highway or within the traveled portion of a public street when travel is allowed there.

RELEVANT LINKS:

- The vehicle is unlawfully parked in a zone that is restricted by posted signs to use by fire, police, public safety, or emergency vehicles.
- The vehicle is unlawfully parked on property at the Minneapolis-St. Paul International Airport owned by the Metropolitan Airports Commission.
- A law enforcement official has probable cause to believe that the vehicle is stolen, or that the vehicle constitutes or contains evidence of a crime, and impoundment is reasonably necessary to obtain or preserve the evidence.
- The driver, operator, or person in physical control of the vehicle is taken into custody and the vehicle is impounded for safekeeping.
- A law enforcement official has probable cause to believe that the owner, operator, or person in physical control of the vehicle has failed to respond to five or more citations for parking or traffic offenses.
- The vehicle is unlawfully parked in a zone that is restricted by posted signs to use by taxicabs.
- The vehicle is unlawfully parked and prevents egress by a lawfully parked vehicle.
- On a school day and during prohibited hours, the vehicle is parked in a school zone where an official sign prohibits parking.
- The vehicle is a junk, abandoned, or unauthorized vehicle, as defined in state law.

VII. Utilities

Cities may exercise either of two different kinds of utility regulation: through city ownership of the utility, or through the regulation of privately owned and operated utilities.

A. City-owned municipal utilities

Before a city can establish a municipal utility (except water) the voters must approve the venture at a general or special election. A five-eighths majority of those voting on the question is necessary for approval. The ballot question must state whether the city will construct, purchase, or lease the utility and the estimated maximum amount it will cost.

1. Operation, rates, and payments

Cities may own and operate any water works, gas, telephone, light, power, or heat plant for supplying its own needs or supplying utility service to private customers, or both. A municipal gas agency or any municipal utility may enter into a joint venture to provide gas utility service.

[Minn. Stat. § 412.321, subd. 2.](#)

[Minn. Stat. § 412.321.](#)
[Minn. Stat. ch. 452 \(general\).](#)
[Minn. Stat. § 452.25-26.](#)
[Minn. Stat. § 452.26.](#)
[Minn. Stat. ch. 453.](#)
[Minn. Stat. ch. 453A.](#)

Breezy Point – Traffic Code

§ 70.045 MOTORIZED VEHICLES PROHIBITED ON PEDESTRIAN TRAILS, SIDEWALKS AND DESIGNATED WALKWAYS.

(A) It is unlawful for any person to drive or operate a motorized vehicle, except a wheelchair powered by electricity and occupied by a disabled person, on any public sidewalk or public property designated for use as a pedestrian walkway or bicycle trail, except when crossing the same for ingress and egress through a curb cut to property lying on the other side thereof.

(B) It is unlawful for any person to drive or operate a motorized vehicle on any designated trails marked or signed as no motorized vehicles allowed except for maintenance activities as authorized by the city.

(C) Emergency vehicles are exempt from these provisions in emergency situations.

(Ord. 09-04-06, passed 9-5-2006; Ord. 12-02-06, passed 12-4-2006; Ord. 11-06, 3rd Series, passed 5-02-2011) Penalty, see § 70.999

PARKING

§ 70.060 PRESUMPTION.

As to any vehicle parking in violation of this chapter when the driver thereof is not present, it shall be presumed that the owner parked the same, or that the driver was acting as the agent of the owner.

(Prior Code, § 6.40)

§ 70.061 GENERAL PARKING PROHIBITIONS.

It is unlawful for any person to stop, stand or park a vehicle except when necessary to avoid conflict with other traffic or in compliance with the specific directions of a police officer or traffic control device in any of the following places:

(A) On a sidewalk;

Streets, Traffic and Parking Regulations

(B) In front of a public or private driveway;

(C) Within an intersection;

(D) Within ten feet of a fire hydrant;

(E) On a crosswalk;

(F) Within 20 feet of a crosswalk at any intersection;

(G) In a sign-posted "Fire Lane";

(H) Within 30 feet upon the approach to any flashing beacon, stop sign or traffic control signal located at the side of a roadway;

(I) Within 50 feet of the nearest rail of a railroad crossing;

(J) Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within 75 feet of the entrance when properly sign-posted;

(K) Alongside or opposite any street excavation or obstruction when the stopping, standing or parking would obstruct traffic;

(L) On the roadway side of any vehicle stopped or parked at the edge or curb of a street;

(M) Upon any bridge or other elevated structure upon a street;

(N) At any place where official signs prohibit or restrict stopping, parking or both;

(O) In any alley, except for loading or unloading and then only so long as reasonably necessary for the loading and unloading to or from adjacent premises; or

(P) On any boulevard which has been curbed.

(Prior Code, § 6.41) Penalty, see § 70.999

From: Frie, Jacob (DNR) <Jacob.Frie@state.mn.us>
Sent: Wednesday, June 18, 2025 10:02 AM
To: Joe Zierden <jzierden@cityofbreezypointmn.us>
Subject: DNR comment regarding Shoreview Lane public water access - erosion discussion

Good morning Joe:

You contacted me during the week of June 6, 2025, asking what possible solutions exist to ensure the shoreline just south of PID# 10210539, within the legal platted road right-of-way of Shoreview Lane (west side of road), does not continue to experience soil erosion and instability. We discussed the fact that where the public is a riparian landowner, such as a city maintained road abutting the water, Minnesota case law has established that the public has riparian access rights to the water (see here for more information: [Water law basics | Minnesota DNR](#)). However, seeking solutions to ensure water quality is maintained and shorelines continue to not become unstable and eroded, is a worthy endeavor and is in harmony with striking a reasonable balance of environmental protection and the public's enjoyment and use of public waters. To that end, I suggested contacting the Crow Wing Soil and Water Conservation District (SWCD), who has technical expertise in proposing concepts for shoreline protection that involve frequent use by the public. It is possible grants may even be available to provide incentives for improving the situation. If a solution presents itself that involves the installation of robust vegetation, etc, it may be prudent to temporarily restrict access by the public for a short time period in order to allow vegetation to establish full-protection of the site, but that would be a discussion for a later time after specific restoration proposals have been presented.

Again, thank you for taking the time to reach out to discuss this issue and I wish you all the best in your endeavor to sustainably manage that access point to allow future use in a reasonable, thought-out manor that promotes environmental protection.

Sincerely,

Jacob Frie

Area Hydrologist | Division of Ecological and Water Resources

Minnesota Department of Natural Resources

1601 Minnesota Drive

Brainerd, MN, 56401

Phone: 218-203-4367

Email: Jacob.frie@state.mn.us

mndnr.gov



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.



To Whom It May Concern,

On June 24th an on-site visit was conducted to address a shoreline erosion concern along Shoreview Lane, Breezy Point just south of Parcel ID 10210539. The erosion present likely stems from a combination of wave action and the usage of the area as a landing/launch point for boats, ice houses and other recreational equipment. There are several ways to address this erosion depending on the management goals of the city. The potential solutions are outlined below (Solution 1 is the SWCD recommendation):

1. If the goal is to stabilize this location and prevent the public from using this location as a pseudo landing, planting or live-staking a fast growing shrub such as Red Osier Dogwood (*Cornus sericea*) would suffice. Red Osier grows quickly and its root system would help hold the soil in place to prevent further erosion. It thrives in sandy soils, particularly along lakeshores. Additionally it can be trimmed like an ornamental shrub if you desire to limit the height/size of the plant. Sandbar Willow (*Salix exigua*) could also be used, but will grow much taller.

To live stake the plant you can cut a branch of an existing shrub approximately 0.5-1.5" in diameter and 2-3' long. The bottom should be cut at a 45 degree angle and placed directly into the desired location until about 1/2 - 2/3 of the stake is in the soil. Each stake should be planted 2-3 feet apart in rows. The best time to cut and plant using this method is in September or October before the ground freezes. You will likely not see any above ground growth the first year using this method because the plant is devoting its resources to extending its root system.

The toe of the bank will also need protection to prevent the continuation of the undercutting. This can be done by using a small 12" coir log to break up the wave action. A cheaper, but more labor intensive option would be to install willow wattle at the toe. A full guide on making and installing Willow Wattle can be found at <https://www.clearwaterlakemn.org/willow-wattle---diy.html> . You could perform these methods at just the cost of labor (likely 2-3 hours using 2-3 people) if you have a source for the live stakes (any existing, mature Red Osier Dogwood or Willow tree would suffice).



2. If the goal is to stabilize this site and allow this area to continue to be utilized as a pseudo landing, the solutions become more varied, more complicated, more costly and the risk of failure increases. Regardless, there are still viable restoration methods that could be implemented.

2a. The affected area can be seeded with a mix of Pennsylvania sedge (*Carex Pennsylvanica*) and Beaked Sedge (*Carex rostrata*) to help stabilize the area. The seeded area should be covered with an erosion control blanket (Curlex single net) to hold the seed and soil in place during the early stages of establishment.

The toe of the bank will also need protection to prevent the continuation of the undercutting. This can be done by using a small 12” coir log to break up the wave action. A cheaper, but more labor intensive option would be to install willow wattle at the toe.

This method is somewhat risky due to its slow establishment and lack of woody roots to help anchor the bank together, but it is a viable option.

2b. The area where rock has already been placed could be left as-is to be used as a landing while the remaining portion of the shore is seeded with MNDOT Seed Mix #34-361 “Riparian Northeast.” This will have high diversity in the area and will stabilize the shore, but is a slightly taller seed mix. An erosion control blanket may want to be placed over the seed to protect it and the bank during the early establishment period.

The toe of the bank will also need protection to prevent the continuation of the undercutting. This can be done by using a small 12” coir log to break up the wave action. A cheaper, but more labor intensive option would be to install willow wattle at the toe.

This method is not as risky as 2B, but will leave less area to be used as a pseudo launch. This is still a fairly slow method though. This method will also hold the bank together better than just sedges alone.



Estimated Costs:

Solution 1: \$ 185 + 2-3 hours of labor of 2-3 people

Solution 2a: \$360(Coir log, seed and ECB) + Labor and maintenance during establishment.

Solution 2b: \$420(Coir log, seed and ECB) + Labor and maintenance during establishment

 Recoverable Signature

X Jarrett Drileck

Jarrett Drileck
SWCD Shoreline Technician
Signed by: Jarrett Drileck



11360 Business 371, PO Box 621
Brainerd, MN 56401

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

Sold To:

City of Breezy Point
finance@cityofbreezy
8319 Co Rd 11
Breezy Point, MN 56472
Attn: Vicki Weller

Invoice Number : 15173
Invoice Date : 06/30/2025
Customer Number : BREE01
Job Number : 24134
Due Date : 07/30/2025

Job:

Breezy Point City Hall
8319 Co Rd 11
Breezy Point, MN56472

Section 13, ItemA.

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
06/30/2025	Pay Application #9	470,174.28
	GROSS BILLINGS :	470,174.28
	NET BILLINGS :	470,174.28

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: Nine

Distribution to:

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

PERIOD TO: June 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.

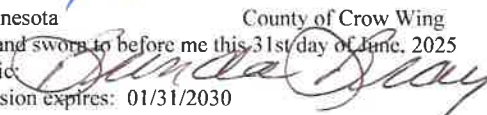
1. ORIGINAL CONTRACT SUM	\$ 2,946,721.06
2. Net change by Change Orders	\$ (80,328.35)
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 2,866,392.71
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 2,337,880.00
5. RETAINAGE:	
a. % of Completed Work (Column D + E on G703)	\$ 0.00
b. % of Stored Material (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)	\$ 2,337,880.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 1,867,705.72
8. CURRENT PAYMENT DUE	\$ 470,174.28
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 528,512.71

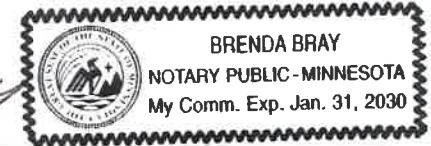
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	(\$80,328.35)	
Total approved this Month	\$0.00	
TOTALS	(\$80,328.35)	\$0.00
NET CHANGES by Change Order	(\$80,328.35)	

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:  Date: June 31, 2025

State of Minnesota County of Crow Wing
Subscribed and sworn to before me this 31st day of June, 2025
Notary Public: 
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 \$ **\$470,174.28**

(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:  Date: July 1, 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.

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.

APPLICATION NO: NINE
APPLICATION DATE: 06/25/2025

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

PERIOD TO: 06/31/2025

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

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	\$38,546.79	\$3,043.18	\$0.00	\$41,589.97	82.00%	\$9,129.50	\$0.00
	Sitework	\$313,153.19	\$140,918.94	\$78,288.29	\$0.00	\$219,207.23	70.00%	\$93,945.96	\$0.00
	Utilities	\$199,054.60	\$93,555.66	\$61,706.93	\$0.00	\$155,262.59	78.00%	\$43,792.01	\$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	\$71,917.23	\$47,944.82	\$0.00	\$119,862.05	100.00%	\$0.00	\$0.00
	Metals	\$9,799.48	\$9,799.48	\$0.00	\$0.00	\$9,799.48	100.00%	\$0.00	\$0.00
	Carpentry & Cabinets	\$326,636.61	\$277,641.12	\$16,331.83	\$0.00	\$293,972.95	90.00%	\$32,663.66	\$0.00
	Thermal & Moisture	\$219,185.35	\$206,034.23	\$8,767.41	\$0.00	\$214,801.64	98.00%	\$4,383.71	\$0.00
	Openings - Doors/Frames/Hardware	\$215,309.66	\$150,716.76	\$25,837.16	\$0.00	\$176,553.92	82.00%	\$38,755.74	\$0.00
	Finishes	\$269,018.43	\$123,748.48	\$64,564.42	\$0.00	\$188,312.90	70.00%	\$80,705.53	\$0.00
	Specialties	\$79,611.55	\$15,922.31	\$35,825.20	\$0.00	\$51,747.51	65.00%	\$27,864.04	\$0.00
	Furniture	\$128,692.06	\$128,692.06	\$0.00	\$0.00	\$128,692.06	100.00%	\$0.00	\$0.00
	Fire Suppression	\$208,253.29	\$129,117.04	\$47,898.26	\$0.00	\$177,015.30	85.00%	\$31,237.99	\$0.00
	Plumbing	\$85,709.87	\$75,424.69	\$1,714.19	\$0.00	\$77,138.88	90.00%	\$8,570.99	\$0.00
	HVAC	\$161,192.70	\$106,387.18	\$29,014.69	\$0.00	\$135,401.87	84.00%	\$25,790.83	\$0.00
	Electrical	\$396,817.19	\$277,772.03	\$31,745.38	\$0.00	\$309,517.41	78.00%	\$87,299.78	\$0.00
	Communication & Life Safety	\$64,497.41	\$25,798.96	\$16,124.36	\$0.00	\$41,923.32	65.00%	\$22,574.09	\$0.00
	CHANGE ORDERS								
	CO#1 - Access Control	\$13,681.72	\$8,893.12	\$1,368.17	\$0.00	\$10,261.29	75.00%	\$3,420.43	\$0.00
	CO#2 - Operable Partition Change	-\$766.95	(\$766.95)	\$0.00	\$0.00	(\$766.95)	100.00%	\$0.00	\$0.00
	CO#3 - Omit Furniture	-\$130,000.00	(\$130,000.00)	\$0.00	\$0.00	(\$130,000.00)	100.00%	\$0.00	\$0.00
	CO#4 - Roofing Existing Bldg	\$36,756.88	\$18,378.44	\$0.00	\$0.00	\$18,378.44	50.00%	\$18,378.44	\$0.00
	PAGE TOTALS	\$2,866,392.71	\$1,867,705.72	\$470,174.28	\$0.00	\$2,337,880.00	81.56%	\$528,512.71	\$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

25569

DATE: 05/30/2025

The undersigned hereby acknowledges receipt of the sum of \$55,492.00

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 05/12/2025

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: Pratt's Affordable Exc Inc.
Address: 23069 Swan Lane
Address: Merrifield MN 56465
Signature: Laura Pratt
Title: 6/4/25
Date: Treasurer

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: 05/30/2025

The undersigned hereby acknowledges receipt of the sum of \$30,000.00

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 03/31/2025

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: Crosslake Sheet Metal, LLC
Address: PO Box 191
Address: Crosslake MN 56442
Signature: Julie Satchell
Title: Admin. Support
Date: 05/25

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

25603

DATE: 06/10/2025

The undersigned hereby acknowledges receipt of the sum of \$30,293.71

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 05/14/2025

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: Central Door & Hardware Inc
Address: 602 - 43rd St. NW
Address: Fargo ND 58102
Signature: [Signature]
Title: VP
Date: 6-17-25

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

17H090
Hytec Construction
7590

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

25567

DATE: 05/30/2025

The undersigned hereby acknowledges receipt of the sum of \$8,000.00

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 04/30/2025

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: Jim's Electric Co., Inc.
Address: 8296 Industrial Park Rd
Address: Baxter MN 56425-8084

Signature: [Signature]
Title: Authg Mgr
Date: 06/11/25

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

25668

DATE: 06/16/2025

The undersigned hereby acknowledges receipt of the sum of \$3,062.71

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 05/28/2025

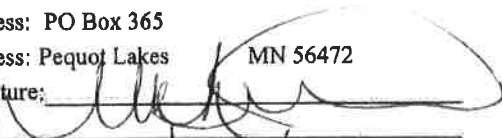
2. As payment for all labor, skill and material furnished or to be furnished (except the sum of \$ _____ retainage or holdback

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: 
Title: _____
Date: 06/16/25

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

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS 25682

DATE: 06/16/2025

The undersigned hereby acknowledges receipt of the sum of \$3,062.71

CHECK ONLY ONE OR LINE 1 WILL APPLY.

1. As partial payment for labor, skill and material furnished or to be furnished as of 05/28/2025

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: 6/16/25

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

**CITY HALL REMODEL & EXPANSION PROJECT
AS OF June 30, 2025**

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	\$ 164,065.75
Duet Resource Group	Furniture downpayment	13573	5-Feb-2025	\$ 89,560.80
Hy-Tech Construction	General Construction Progress Billing	Pay App 5	5-Mar-2025	\$ 231,812.16
Hy-Tech Construction	General Construction Progress Billing	Pay App 6	16-Apr-2025	\$ 263,224.98
Hy-Tech Construction	General Construction Progress Billing	Pay App 7	14-May-2025	\$ 298,529.47
Hy-Tech Construction	General Construction Progress Billing	Pay App 8	11-Jun-2025	\$ 445,181.78
Expended from 401 Capital Fund:				\$ 1,957,266.52

Scheduled to be paid in July:				
Hy-Tech Construction	General Construction Progress Billing	Pay App 9	9-Jul-2025	\$ 470,174.28
Duet Resource Group	Furniture Billing - Final Phase I	18642	9-Jul-2025	\$ 70,633.30
Total thru July:				\$ 2,498,074.10

**PARTIAL PAYMENT ESTIMATE
NUMBER 2**

Name of Contractor:	Gladen Construction, Inc. 40739 US Highway 71 Laporte, MN 56461	
Name of Owner:	City of Breezy Point 8319 County Road 11 Breezy Point, MN 56472	
Date of Completion:	Amount of Contract:	Dates of Estimate:
Original: See Agreement	Original: \$126,984.59	From: 11/27/24
Revised:	Revised:	To: 5/21/25

Description of Project:
SHOREVIEW LANE ICE DAMAGE REPAIR

SPEC NO.	ITEM DESCRIPTION	CONTRACT ITEMS				THIS PERIOD		TOTAL TO DATE	
		QTY.	UNIT	UNIT PRICE	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT
2021.501	MOBILIZATION	1	LUMP SUM	\$16,000.00	\$16,000.00			1	\$16,000.00
2101.505	CLEARING	0.1	ACRE	\$12,000.00	\$1,200.00			0.1	\$1,200.00
2104.504	REMOVE BITUMINOUS PAVEMENT	90	SQ YD	\$18.00	\$1,620.00	90	\$1,620.00	90	\$1,620.00
2105.807	COMMON EXCAVATION	113	CU YD	\$116.00	\$13,108.00			113	\$13,108.00
2105.807	COMMON BORROW (CV)	91	CU YD	\$80.00	\$7,280.00			10	\$800.00
2108.504	GEOTEXTILE FABRIC TYPE 3	584	SQ YD	\$4.25	\$2,482.00			584	\$2,482.00
2211.507	AGGREGATE BASE (CV) CLASS 5	18.9	CU YD	\$205.00	\$3,813.00	18.9	\$3,874.50	18.9	\$3,874.50
2380.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2-B)	30	TON	\$215.00	\$6,450.00	32	\$6,880.00	32	\$6,880.00
2511.507	RANDOM RIPRAP CLASS IV	422	CU YD	\$115.00	\$48,530.00			406	\$46,890.00
2563.801	TRAFFIC CONTROL	1	LUMP SUM	\$1,000.00	\$1,000.00			1	\$1,000.00
2564.502	DELINEATOR TYPE X4-3	13	EACH	\$125.00	\$1,625.00			13	\$1,625.00
2573.501	STABILIZED CONSTRUCTION EXIT	1	LUMP SUM	\$500.00	\$500.00				
2573.503	FLOTATION SILT CURTAIN TYPE STILL WATER	678	LIN FT	\$17.00	\$11,526.00			750	\$12,750.00
2574.507	COMMON TOPSOIL BORROW	36	CU YD	\$150.00	\$5,400.00	12	\$1,800.00	60	\$9,000.00
2574.508	FERTILIZER TYPE 3	40	POUND	\$1.00	\$40.00	40	\$40.00	40	\$40.00
2575.505	SEEDING	0.08	ACRE	\$950.00	\$76.00	0.07	\$66.50	0.07	\$66.50
2575.508	SEED MIXTURE WINTER WHEAT (WW)	7	POUND	\$0.97	\$6.79	7	\$6.79	7	\$6.79
2575.508	SEED MIXTURE NORTHEAST ROADSIDE (NER)	27	POUND	\$47.65	\$1,286.55	27	\$1,286.55	27	\$1,286.55
2575.508	HYDRAULIC MULCH MATRIX	234	POUND	\$5.00	\$1,170.00	300	\$1,500.00	300	\$1,500.00
2577.502	LIVE STAKES	195	EACH	\$18.95	\$3,695.25			195	\$3,695.25
TOTAL:					\$126,984.59		\$18,699.34		\$123,819.59

	THIS PERIOD	TOTAL TO DATE
AMOUNT EARNED	\$18,699.34	\$123,819.59
AMOUNT RETAINED (5% OF AMOUNT EARNED TO DATE)	\$934.97	\$6,190.98
PREVIOUS PAYMENTS		\$99,884.24
AMOUNT DUE	\$17,764.37	\$17,764.37

Estimated Percentage Completed: 97.5%

CONTRACTOR'S CERTIFICATION:
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the Contractor for work for which previous payment estimates were issued and payments received from the Owner, and that current payment shown herein is now due.

ENGINEER'S CERTIFICATION:
The undersigned endorses that to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

CONTRACTOR: GLADEN CONSTRUCTION, INC.

ENGINEER: WIDSETH SMITH NOLTING

BY: *Jule Davis*
Date: 5/23/25

BY: *Nick Peterson*
Date: 5-27-2025

APPROVED BY CITY OF BREEZY POINT:

BY: _____
City Administrator / City Clerk
Date: _____

APPROVED BY CITY OF BREEZY POINT:

BY: _____
Mayor
Date: _____

City of Breezy Point

Cash, Cash Equivalents & Investments

As of May 31, 2025

Section 15, Item A.

	Cash	Money Market Funds	Certificates of Deposit	Gov't Bonds	Maturing	Estimated Yield	Prior 30-day Yield
Pine River Checking	\$ 1,106,014.18						
Pine River Property Disposal	\$ 1,232.49						
Financial Northeastern Securities		\$ 174,853.75				4.17%	4.21% ↓ Monthly
Financial Northeastern Securities			\$ 244,282.15		10/30/2026	4.05%	4.05%
Financial Northeastern Securities			\$ 243,961.20		4/30/2027	3.96%	3.96%
Financial Northeastern Securities			\$ 241,540.60		4/30/2029	3.89%	3.89%
PMA 4M Fund		\$ 1,821,628.98				4.24%	4.30% ↓ Monthly
Multi-Bank Securities (MBS)		\$ 1,028,934.31				3.36%	3.39% ↓ Monthly
Multi-Bank Securities (MBS)			\$ 129,295.26		5/28/2026	0.72%	
Northland Securities		\$ 97,170.25				3.46%	3.49% ↓ Monthly
Northland Securities			\$ 240,124.50		12/11/2025	0.51%	
Northland Securities			\$ 220,914.00		2/18/2026	1.78%	
Northland Securities			\$ 235,886.00		2/23/2027	2.02%	
Northland Securities			\$ 244,015.10		4/30/2027	3.96%	
Northland Securities			\$ 243,662.30		4/30/2029	4.10%	
Northland Securities			\$ 242,829.30		4/30/2030	4.06%	
Wells Fargo		\$ 37,334.29				3.87%	3.91% ↓ Monthly
Wells Fargo				\$ 239,066.10	2/25/2026	0.92%	
Wells Fargo			\$ 208,871.25		9/25/2026	0.68%	
Wells Fargo			\$ 235,601.80		2/17/2027	1.93%	
Wells Fargo			\$ 243,880.35		5/1/2028	3.98%	
Wells Fargo			\$ 243,662.30		4/30/2029	4.10%	
Wells Fargo			\$ 243,289.90		4/30/1930	4.10%	

TOTALS \$ 1,107,246.67 \$ 3,159,921.58 \$ 3,461,816.01 \$ 239,066.10

TOTAL ALL FUNDS \$ 7,968,050.36

City of Breezy Point

Fund Balances*
As of May 31, 2025

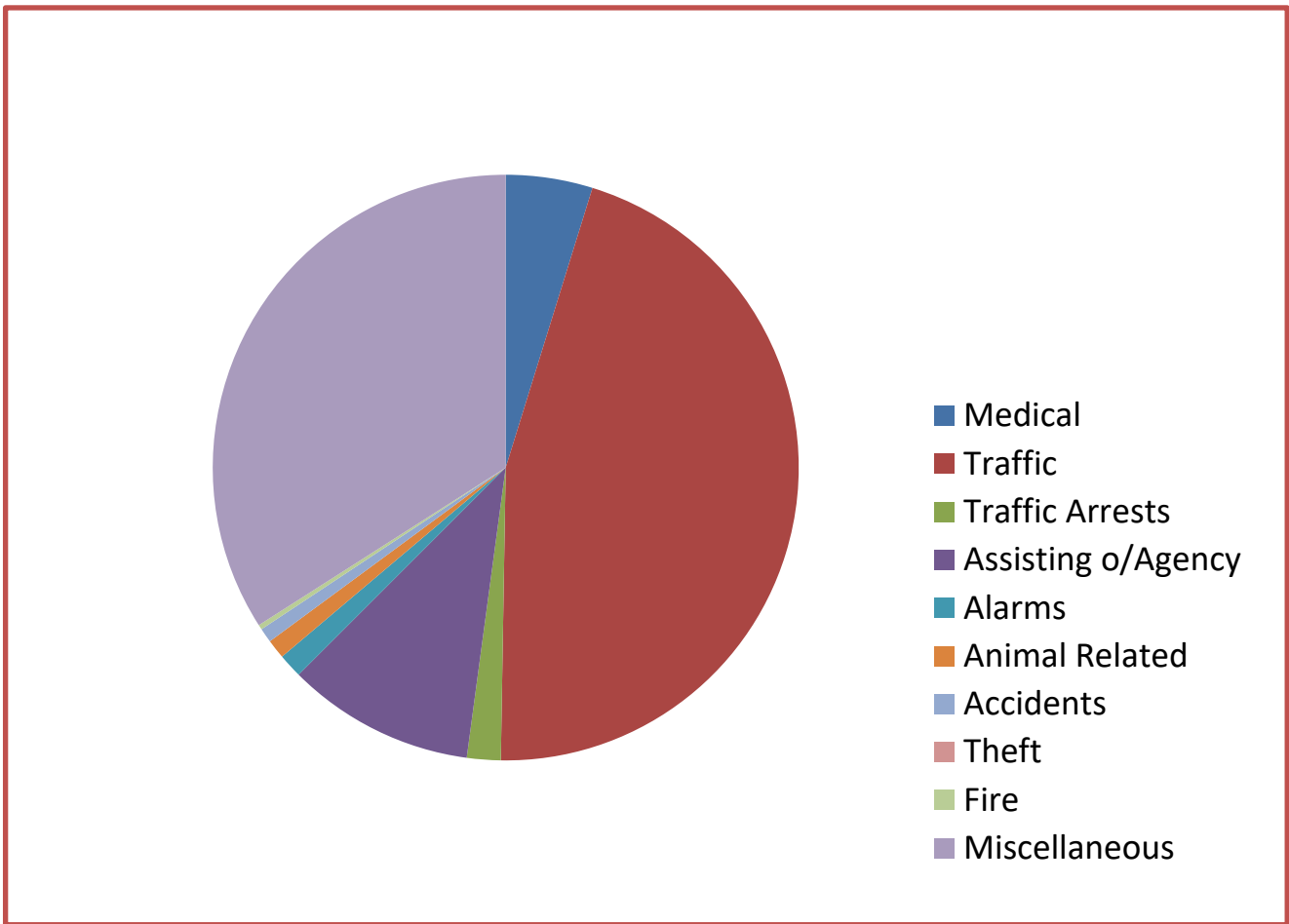
General Fund	\$ 585,066.65
EDA Fund	\$ 2,698.90
TIF District	\$ (740.72)
Cemetery Fund	\$ 201,864.64
Debt Service Fund	\$ 315,247.31
Capital Fund	\$ 2,262,282.82
Sewer Operating Fund	\$ 412,796.68
Sewer Capital Fund	\$ 4,022,602.25
Escrow Reserve Fund	\$ 1,527.30
	<hr/>
	\$ 7,803,345.83

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

Breezy Point Police Department Offense Summary

Section 15, Item A.

June 1 - 30, 2025		2024
Medical	18	20
Traffic	171	166
Traffic Arrests	7	5
Assisting o/Agency	39	34
Alarms	5	9
Animal Related	4	9
Accidents	3	3
Theft	0	0
Fire	1	2
Miscellaneous	128	85
Total	376	333



Miscellaneous: (8) 911 Hang Up, (3) Civil Problem, (5) Disturbances, (3) Domestic, (8) Driving Complaint, (5) Extra Patrol, (3) Found Property, (4) Gun Permits, (15) Hazard in Road, (10) Information, (3) Liquor Violations, (3) Lost Property, (4) Motorist Assist, (5) Parking Complaints, (11) Public Assists, (9) Suspicious Activity/Person, (3) Trespass, (7) Welfare Check, Misc.