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# Breezy Brief

## E-Newsletter

### March 2024

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#### City Administrator's Office

##### City Administrator

1. The City Administrator participated in the League of Minnesota Cities' Legislative Session Preview webinar and will be serving on two League committees. These Committees are the League's Improving Local Economies committee and their Improving Service Delivery policy committee. Both committees plan to convene later this summer.
2. Following the discussion that occurred during the Tuesday, February 20, City Council Workshop, the City Administrator updated the City Hall project page on the City website to be more user friendly. The Assistant City Administrator also placed a link to the City Projects and Newsletters page on the front page of the website.
3. The Pequot Lakes Fire District Joint Powers Board held a special meeting on February 12 to discuss organizational items. Such items included designating an official depository for the District and reviewing what administrative services still need to be separated from the City of Pequot Lakes to be held solely by the District (e.g. vendor accounts, financial software, etc.).
4. The City Hall Design Team met four times throughout February to complete the design of a remodel & expansion option for City Hall. This option will be presented to the City Council during their Monday, March 4, Regular Meeting.
5. The City's Cemetery Commission met on Thursday, February 22. Items of discussion included the trimming of trees to comply with FAA guidelines due to the Pelican Woods Cemetery's proximity to the Breezy Point Airport, the implementation of memorial pavers, annual landscaping, and the potential acquisition of a second columbarium.

##### Assistant City Administrator

1. Staff worked with the City of Breezy Point Parks and Recreation Committee to run a naming contest for the City's Disc Golf Courses throughout the month of February. The contest closed on Friday, March 1, and was received positively by the community. The

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8319 County Rd. 11, Breezy Point, Minnesota 56472 • Main Office: 218-562-4441

• [www.breezypointmn.gov](http://www.breezypointmn.gov)

results of that contest will be considered by the Committee during their next Regular Meeting scheduled for Thursday, March 14, at 5:00 PM.

2. Throughout the month of March charity organizations across the state participate in a fundraiser known as Minnesota FoodShare Month. This fundraiser helps combat food insecurity and highlights the important work charity organizations do. As such, the City of Breezy Point will be hosting a food drive to support our local non-profit organization: the Lakes Area Food Shelf. Further information will be provided during the Monday, March 4, Regular Council Meeting.
3. Based on feedback given during the City Council Workshop held on Tuesday, February 20, staff developed a standard end card for use in public facing documents. That end card is included below in this document for review. Questions or comments from the public regarding changes to our platforms or designs are always welcome.
4. Finally, staff has been working with On Systems Inc., the City's information technology contractor, to bulk up security within the organization. All members of staff and elected/appointed officials should have received emails regarding their devices. Should you have questions regarding these updates please call City Hall at 218-562-4441.

#### Finance Specialist

1. The finance department is busy preparing for the upcoming annual audit scheduled for the week of April 1. The annual audit is required by the Office of the Minnesota State Auditor for all cities in Minnesota with a population over 2,500.
2. The City's Finance Specialist and Administrator began implementation training for the City's new budget software, Questica, in February. Further information will be provided as the project develops.
3. 1st quarter 2024 sewer bills are scheduled to be mailed the 1st week of April and will be due April 30. A late payment fee of 10% of the balance will be assessed to all past due accounts. Accepted forms of payment are cash, check or credit card payments which can be made through the City's website or over the phone by calling City Hall.

#### Deputy Clerk

1. Based on feedback given by the City Council during their Workshop held on Tuesday, February 20, staff has started Selling Golf Cart Permits for 2024. An ordinance change based on comments at that meeting will be brought forward to Council during their Monday, April 1, Regular Council Meeting.
2. The City Administrator and the Deputy Clerk conducted public testing of the City's election equipment on February 26 ahead of the Presidential Nominating Primary with the support of the Crow Wing County Administrative Services Department.

3. Staff would like to remind everyone that the Presidential Nomination Primary (PNP) Election is scheduled for Tuesday, March 5, from 7:00 AM to 8:00 PM. Residents of Breezy Point may cast their vote at City Hall located at 8319 County Road 11, Breezy Point, MN 56472. For further information, please see the Crow Wing County Elections or Minnesota Secretary of State webpages provided at the links below:
  - <https://www.crowwing.gov/110/Elections>
  - <https://www.sos.state.mn.us/elections-voting/>

## Planning and Zoning Department

### Planning & Zoning Administrator

1. The regular Planning Commission/Board of Adjustment meeting scheduled for February 13, 2024, was cancelled due to no applications.
2. The next regular Planning Commission/Board of Adjustment meeting is scheduled for March 13, 2024, at 7:00 PM. The following applications will be heard.

#### Conditional Use Permit Application C-24-002

WHITEBIRCH INC 9252 BREEZY POINT DR. LOTS 1-3 BLOCK 1 & OUTLOT A WHITEBIRCH VISTA. Parcels 10171421, 10171422, 10171423 & 10171424. To request 4 duplex dwelling units. Zone R-4.

#### Subdivision Application S-24-01

WHITEBIRCH INC 9252 BREEZY POINT DR. LOTS 1-3 BLOCK 1 & OUTLOT A WHITEBIRCH VISTA. Parcels 10171421, 10171422, 10171423 & 10171424. To request a Preliminary Plat. Zone R-4

The City Council approved the rezoning of the properties during the January 2024 meeting to the R-4 zoning district which is compatible for duplex dwellings. Now the project proposer is seeking approval for such use. Their application is available for review at City Hall.

3. Additional agenda items include discussion on the request for proposals on the current zoning code updates.
4. Staff toured several areas of the City with the Public Works Supervisor and reviewed unimproved road areas to see how this effects the City for land use development. Additionally, staff reviewed different streets to see private roads vs city roads and areas of vacated roadways, as they are applicable to development, and checked structure setback requirements.

5. Met onsite with landowners discussing impervious surface standards and potential variance requests for future projects both for residential building remodels or accessory structures.
6. Met on site to address a complaint about a structure built without a permit, which will require an after-the-fact variance approval or structure relocation to an area meeting setbacks.
7. Contacted currently licensed shore term rentals (STR's) to remind them about the City's compliance requirements for STR's on individual subsurface sewage treatment systems (SSTS). In summary STR's on individual SSTS must submit a current and valid certificate of compliance or installation before their STR license application can be reviewed.
8. Contacted area Department of Natural Resources (DNR) hydrologist Jacob Frie and discussed Breezy Point's current ordinance on impervious surface coverage standards, water orientated accessory structures and shore impact zone standards. Also reviewed some of the harbor setbacks on Pelican Lake.

## Public Works Department

### Public Works Supervisor

1. The new one ton with tipper box/outfitting was completed on Wednesday, February 28. Outfitting was completed in one week versus the expected one or two months.
2. The feasibility study to extend sewer service to Terminal Ln and Red Oak Ln was reviewed and is nearly complete, it should be finalized with Widseth next week. Meetings will be held with the developers after the study is completed to discuss the findings and gauge interest.
3. The draft sewer plant study is being reviewed and commented on. The comments and additions will be submitted to Widseth next week.
4. Potholes patching is ongoing.
5. Damaged/dangerous tree removal and tree limbing in the right of way is ongoing with the favorable work conditions.
6. Private contractors are performing tree/brush removal in utility easements throughout the city for local electrical service providers. The private contractors are being allowed to deposit wood chips in the brush/compost site for use by residents and city projects. Free wood chips have always been a popular benefit of the site.

7. The lake ice is damaging the east shore along Shoreview Ln. It appears the growing ice is pushing straight into the shoulder pushing up soil, buckling pavement and exposing fiberoptic cable that was previously buried. Inspection of existing sewer lines revealed no damage or movement at this time. When the ice recedes a repair/prevention plan will be investigated to get an idea on costs. Possible solutions will be presented to the council. Most likely a 4 or 3 to 1 slope will need to be reestablished and course riprap installed, but perhaps Widseth will have better ideas.



8. The suspected plugged east/west culvert at the corner of Ranchette and Fallen Leaf Circle was verified to be a dead end and not connected to the north/south open culvert. The concerned resident was informed it may be possible to establish an east-west culvert during reconstruction of Buschmann and that portion of Ranchette, if the Buschmann project is approved.
9. Lift station #2 is pumping at slightly elevated rates. Both pumps were pulled, inspected for blockages, and tested for amp draw. No obvious problems were observed, and the pumps were reinstalled.
10. Garbage collection in the parks will start early this year as mild weather is allowing early use of park systems.
11. Tree removal in the cemetery to comply with the city's agreement with the airport is being scheduled. Mike's Tree service was the low bid and will perform the work. The large white pine is 7.99' feet to tall and the decision was made to top it, instead of removal. The goal with the white pine will be to comply with height reduction and maintain positive visual appeal. The remainder of the trees will be removed.
12. Research into a dedication paver path around the cemetery pavilion is being undertaken. Paver engravers have been identified, suitable paver options will be found, and firmer costs should be established for the next cemetery commission meeting.

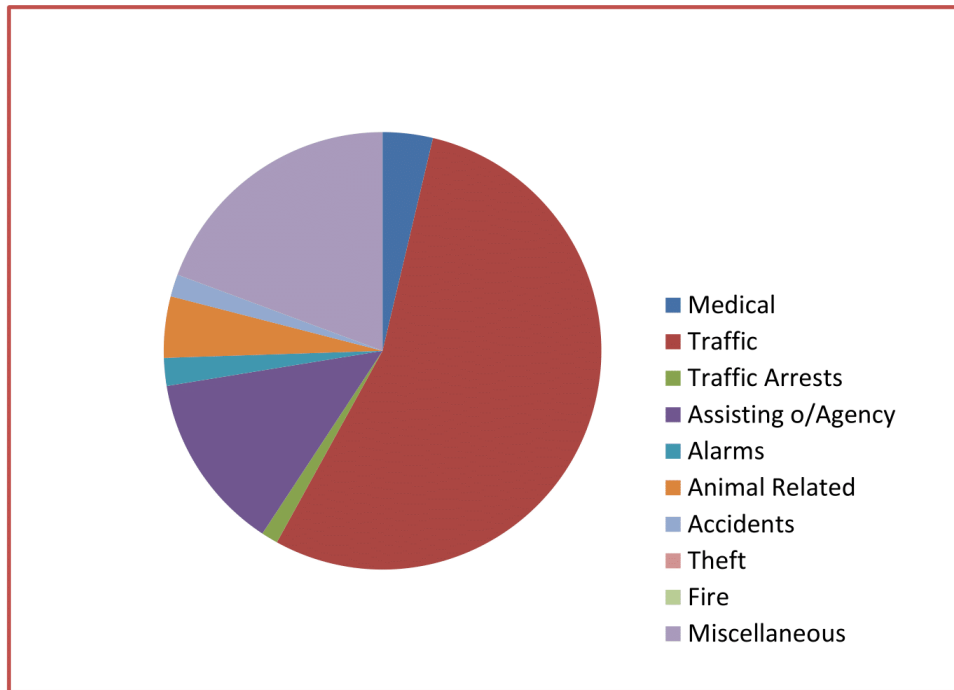
# Breezy Point Police Department

## Chief of Police

- The below report was produced by the Breezy Point Police Department for the February 2024 edition of the Breezy Brief: E-Newsletter and was approved by the Chief of Police.

### Breezy Point Police Department Offense Summary

February 1-28, 2024		2023
Medical	9	9
Traffic	132	151
Traffic Arrests	3	6
Assisting o/Agency	32	28
Alarms	5	2
Animal Related	11	7
Accidents	4	3
Theft	0	0
Fire	0	0
Miscellaneous	47	47
<b>Total</b>	<b>243</b>	<b>253</b>



#### Miscellaneous:

- |                        |                               |            |
|------------------------|-------------------------------|------------|
| (1) Burglary           | (1) Gas Leak                  | (13) Misc. |
| (3) Burning Complaints | (1) 911 Hang Up               |            |
| (2) Disturbances       | (8) Welfare Checks            |            |
| (1) Damage to Property | (9) Suspicious Person/Vehicle |            |
| (1) Driving Complaint  | (1) Extra Patrol Request      |            |
| (4) Motorist Assist    | (2) Intoxicated Person        |            |

Prepared by Breezy Point Police Department

## Information

The City of Breezy Point, set in beautiful natural surroundings with abundant recreational amenities, strives to provide secure and enjoyable neighborhoods for residents and visitors of all ages.

The City and residents work together to sustain planned commercial, residential, and recreational growth, while building upon social connections and identity for the community.

If you have questions or would like additional copies of this newsletter, please visit the website provided below or contact Breezy Point City Hall at 218-562-4441.

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