

**WORKSESSION: SPECIALIZED VEHICLES, 6:00 PM**  
REGULAR WASECA CITY COUNCIL MEETING  
TUESDAY, APRIL 16TH, 2024, 7:00 PM  
AGENDA

1. CALL TO ORDER/ROLL CALL
2. MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT

Those wishing to speak must state their name and address for the record. **Each person will have three (3) minutes to make their remarks.** Speakers will address all comments to the City Council as a whole and not one individual council member. The Council **may not take action** on an item presented during the Public Comment period. When appropriate, the Council may refer inquiries and items brought up during the Public Comment period to the City Manager for follow-up.

5. REQUESTS AND PRESENTATIONS
  - A. None
6. CONSENT AGENDA
  - A. Minutes: Council Meeting & Work session – April 2<sup>nd</sup>, 2024
  - B. Payroll & Expenditures
  - C. Resolution No. 24-23: Residential Tax Abatement Agreement for 512 14<sup>th</sup> Street NW
  - D. Resolution No. 24-25: Report of Bids & Award for the 2024 Sidewalk Improvements Project (City Project No. 2024-04)
  - E. Child Abuse Prevention Month Proclamation
7. ACTION AGENDA
  - A. Public Hearing: Modification on Tax Increment Financing (TIF) District (Housing) No. 1-29 (Marketplace)
  - B. Public Hearing: Ordinance No. 1114 – Sale of City Property – Marketplace
  - C. Ordinance No. 1115: Floodplain Management Ordinance Correction
8. REPORTS
  - A. City Manager’s Report
  - B. Commission Reports
  - C. Latest Approved Board and Commission Minutes
9. ANNOUNCEMENTS
10. ADJOURNMENT

**MINUTES  
REGULAR WASECA CITY COUNCIL MEETING  
WEDNESDAY, APRIL 2, 2024, 7:00 P.M.**

**CALL TO ORDER**

1. The Regular Waseca City Council Meeting was called to order by Mayor Randy Zimmerman at 7:00 p.m.

**ROLL CALL**

Councilmembers Present:	Mayor Randy Zimmerman	Daren Arndt
	Mark Christiansen	Jeremy Conrath
	James Ebertowski	John Mansfield
	Stacey Schroeder	

Staff Present: Carl Sonnenberg, City Manager  
Alicia Fischer, Finance & Human Resources Director  
Tina Wilson, PCED, Economic Development Manager  
Julia Hall, City Clerk

**MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE**

2. A moment of silence was observed. The Pledge of Allegiance to the Flag was recited.

**APPROVAL OF AGENDA**

3. Councilmember Arndt made the motion to approve the agenda as presented, seconded by Councilmember Conrath. Motion carried 7-0.

**PUBLIC COMMENT**

4. A. Tom Sexton, 516 9<sup>th</sup> St. SE, announced that he is running for the candidacy of District 16B in the Minnesota House of Representatives to replace Mr. John Petersburg, who is retiring. There will be a convention held at Trinity Lutheran Church, at 609 Lincoln Ave South, Owatonna, MN, on Saturday, April 6<sup>th</sup>, 2024. All are welcome to attend but must register to attend. Registration begins at 9:30 a.m. and the meeting begins at 10:00 a.m.
- B. Brad Milbrath, 1416 North Circle NE: introduced himself. He was elected as the new District 3 County Commissioner.
- C. Ben Srp, 41355 135<sup>th</sup> St, speaking regarding an employee's home at 117 3<sup>rd</sup> Ave NE. His employee had received parking citations in front of his home for parking where/when it was not allowed. There were no signs, so the Police Department waived the first two, and now there are signs, and the employee received a third citation. The resident has a shared driveway with the neighbor, so they cannot park in the driveway. The council directed the City Manager to investigate the area on 3<sup>rd</sup> Ave NE to see if this is a new change and what the current parking status of that area is and to provide an update to Mr. Srp and the council.

**REQUESTS AND PRESENTATIONS**

5. A. None.

### **CONSENT AGENDA**

6. A. Councilmember Christiansen made the motion to approve the consent agenda as presented, seconded by Councilmember Ebertowski. Motion carried 7-0.

### **ACTION AGENDA**

7. A. Public Hearing for Modification on Tax Increment Financing (TIF) District (Housing) No. 1-29 (Marketplace) Opened at 7:13  
Councilmember Arndt made the motion to table the public hearing until the April 16<sup>th</sup>, 2024's council meeting. Seconded by Conrath. Motion carried 7-0.
- B. Public Hearing for Ordinance 1114, the sale of City Owned Property-Marketplace. Opened at 7:14  
Councilmember Arndt made the motion to table the public hearing until the April 16<sup>th</sup>, 2024's council meeting. Seconded by Schroeder. Motion carried 7-0.

### **REPORTS**

8. A. City Manager's Report:
1.
    - Reminder that Monday, April 15<sup>th</sup>, 2024, at 7:00 p.m. is the Local Board of Appeals and Equalization in the City Council Chambers.
- B. Commission Reports:
1. Airport Board: Councilmember Schroeder reported:
    - There is always ongoing maintenance.
    - The card readers have shipped.
    - Cameras are being donated for use at the terminals.
    - Construction on the new hangar is set to begin today, April 2<sup>nd</sup>.
  2. Fire Relief: Councilmember Conrath reported:
    - Hired two "Event Planners" and their spouses to coordinate their events.
    - Looking to hire someone to add an additional outlet to add another fryer during their fish fry for "seconds."
  3. Historic Preservation Commission: Councilmember Mansfield reported:
    - Went over the Certified Local Government (CLG) grant.
    - Talked about their chapter of the Comprehensive Plan.
    - The Preserve Minnesota Application has been submitted.

### **ANNOUNCEMENTS**

9. A. Councilmember Arndt:
  - Congratulations to the Minnesota State University Mankato Mavericks, Men and Women's basketball teams, on winning the championships in their division
- B. Councilmember Christiansen:
  - City Manager and Council, you are invited to the Arts Center's Lunch on May 7<sup>th</sup> from noon – 1:00 p.m.
  - All exhibits for the Art Center's year are listed. There will be more advertising and word sent out.
  - Community Education will be offering many programs at the Art Center.
  - There will be Art on the Ave in June.
  - The Art Center added Brad Millbrath to its board.

- The Art Center is continuing to move the organization forward.
  - Stop in the Art Center; you do not need a membership.
  - People in the city need to have pride in their city and take unwanted items to the dump and not place them at the curb.
- C. Councilmember Ebertowski:
- I hope everyone had a wonderful Easter and remembered that it is not just about the Easter baskets and candy.
- D. Councilmember Schroeder:
- It was a great work session before this meeting.
  - The more we focus on good, the more good will grow.
  - Thank you to all the people behind the scenes that help keep the city moving.
- E. Councilmember Conrath:
- Reminder again that the PBAE meeting is Monday, April 15<sup>th</sup>. This is where residents can come in and discuss their home values, not their taxes. The best way to get the process going is to contact the County Assessor's office to have them come look at the property before the meeting.
  - Reminder to the council to take the course to be certified for the LBAE board; it is a very important role and beneficial to know the program, and in the 7 ½ years on the council, there have not been more than 2 on the council that are certified.
- F. Mayor Zimmerman
- Congratulations to the Mavericks boys' and girls' basketball teams. There are a pair of Waseca brothers on the team, and I remember my son playing ball with them growing up.
  - Local painter Whitey Thompson has painted portraits of many residents from Waseca who have passed away and will be holding an event called the "Farewell Tour" Paintings by WET Signs, at the Mill on Saturday, April 20th, from noon until 7:30 p.m. At 7:30 p.m., the family members of the people he has painted will be taking the paintings with them.

**ADJOURNMENT**

10. There being no further business to be brought before the Council, Councilmember Arndt moved to adjourn the meeting at 7:30 p.m., seconded by Conrath. Motion carried 7-0.

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RANDY L. ZIMMERMAN  
MAYOR

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JULIA HALL  
CITY CLERK

**MINUTES**  
**WASECA CITY COUNCIL AND ECONOMIC DEVELOPMENT AUTHORITY**  
**JOINT WORK SESSION**  
**TUESDAY, APRIL 2, 2024, 5:30 P.M.**

**CALL TO ORDER**

The Waseca City Council Work Session began at 6:00 p.m.

**ROLL CALL**

Councilmembers Present: Mayor, Randy Zimmerman  
Jeremy Conrath  
John Mansfield  
Daren Arndt

Mark Christiansen  
James Ebertowski  
Stacey Schroeder

Economic Development Authority  
(EDA) Members Present: President, Lucas Kruse  
Ann Fitch  
Randy Zimmerman (Mayor)

James Ebertowski (Councilmember)  
John Fossum

Staff Present: Carl Sonnenberg, City Manager  
Penny Vought, Police Chief  
Alicia Fischer, Finance/Human Resources Director  
Nate Willey, City Engineer  
Tina Wilson, Economic Development Manager  
Julia Hall, City Clerk

City Attorney: Chris Kennedy

**PURPOSE**

Discuss the role of the Economic Development Authority in the City of Waseca, currently and in the future.

**CONVERSATION**

- City Manager Carl Sonnenberg explained that the meeting follows up on the City Council conversation on December 19th, 2023, which referenced reducing the city council-approved levies, the EDA levy, and the property tax levy.

This being a conversation with no action items, the work session adjourned at 6:44 p.m.

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RANDY L. ZIMMERMAN  
MAYOR

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JULIA HALL  
CITY CLERK



LIST OF EXPENDITURES

April 16, 2024



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City Council	0.00	
Streets	27,068.71	
Parks	11,306.51	
Wastewater	11,888.10	
Utility Administration	5,691.73	
Utility Offices	8,307.65	
Electric	15,394.79	
Water	6,245.35	
Building and Code Compliance	3,097.94	
Police	73,941.59	
Administration	0.00	
Community Aides	430.92	
Fire	12,299.50	
Paid On Call Fire Department	5,837.99	
PEG	282.83	
Election Judges	0.00	
Finance	13,673.67	
Community Development	2,394.82	
Engineering	18,219.98	
Recreation	2,919.42	
Econ Development	<u>3,246.20</u>	
 Total Gross Payroll	 222,247.70	
 *Less- Payroll Deductions	 <u>(79,078.83)</u>	
 Net Payroll Cost		\$ 143,168.87

\*These costs are included in Accounts Payable totals below

Accounts Payable

Utility deposit refunds dated:04/09/2024 160319-160326 Includes check #'s .....	653.19
Expenditures dated: March 29, 2024-April 11, 2024 Includes check #'s 160313-160360 Bank ACH Withdrawals.....	<u>927,405.17</u>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ <u>1,071,227.23</u></b>

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
<b>General Fund</b>						
03/28/2024	32425	MN Sales and Use Tax Payable	Sales and Use Tax	101-20210-0000	117.94	M
Total 101202100000:					117.94	
03/20/2024	32419	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 3/17/2024	101-21701-0000	20,990.74	M
04/04/2024	42405	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 3/31/2024	101-21701-0000	19,579.31	M
Total 101217010000:					40,570.05	
03/20/2024	32415	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 3/17/2024	101-21702-0000	10,286.41	M
04/04/2024	42401	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 3/31/2024	101-21702-0000	9,739.13	M
Total 101217020000:					20,025.54	
03/20/2024	32419	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 3/17/2024	101-21703-0000	8,258.12	M
03/20/2024	32419	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 3/17/2024	101-21703-0000	8,258.12	M
04/04/2024	42405	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 3/31/2024	101-21703-0000	8,879.65	M
04/04/2024	42405	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 3/31/2024	101-21703-0000	8,879.65	M
Total 101217030000:					34,275.54	
03/20/2024	32416	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 3/17/2024	101-21704-0000	1,379.04	M
03/20/2024	32416	Public Employees Retirement Assn (ACH	Rounding	101-21704-0000	.02	M
03/20/2024	32416	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 3/17/2024	101-21704-0000	8,963.62	M
03/20/2024	32416	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 3/17/2024	101-21704-0000	9,199.06	M
03/20/2024	32416	Public Employees Retirement Assn (ACH	DEF CONTRIBUTION/EMPL Pay Period: 3/17/2024	101-21704-0000	58.70	M
03/20/2024	32416	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 3/17/2024	101-21704-0000	8,963.62	M
03/20/2024	32416	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 3/17/2024	101-21704-0000	13,798.59	M
03/20/2024	32416	Public Employees Retirement Assn (ACH	DEF CONT Employer Pay Period: 3/17/2024	101-21704-0000	58.70	M
04/04/2024	42402	Public Employees Retirement Assn (ACH	Rounding	101-21704-0000	.05	M
04/04/2024	42402	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 3/31/2024	101-21704-0000	1,329.90	M
04/04/2024	42402	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 3/31/2024	101-21704-0000	8,644.20	M
04/04/2024	42402	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 3/31/2024	101-21704-0000	9,546.14	M
04/04/2024	42402	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 3/31/2024	101-21704-0000	8,644.20	M
04/04/2024	42402	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 3/31/2024	101-21704-0000	14,319.20	M
Total 101217040000:					84,905.04	
04/04/2024	160313	IBEW	IBEW UNION DUES Pay Period: 3/31/2024	101-21707-0000	373.69	
04/04/2024	160314	IUOE Local #70	FIRE UNION DUES Pay Period: 3/31/2024	101-21707-0000	108.50	
04/04/2024	160314	IUOE Local #70	IUOE UNION DUES Pay Period: 3/31/2024	101-21707-0000	476.00	
04/04/2024	160315	Law Enforcement Labor Services	POLICE SGT/LT DUES Pay Period: 3/31/2024	101-21707-0000	282.00	
04/04/2024	160315	Law Enforcement Labor Services	POLICE UNION DUES Pay Period: 3/31/2024	101-21707-0000	775.50	
Total 101217070000:					2,015.69	
04/04/2024	160318	MN Life	MOSELEY COBRA	101-21710-0000	16.50-	
04/04/2024	160318	MN Life	YOUNGBERG COBRA	101-21710-0000	16.50	
04/04/2024	160318	MN Life	Grotberg COBRA	101-21710-0000	624.00-	
04/04/2024	160318	MN Life	LIFE INSURANCE MN Pay Period: 3/31/2024	101-21710-0000	1,064.25	
04/04/2024	160318	MN Life	LIFE INSURANCE MN Pay Period: 3/31/2024	101-21710-0000	670.55	
Total 101217100000:					1,110.80	
03/20/2024	160277	NCPERS Minnesota - 8266711	LIFE INSURANCE - PERA Pay Period: 3/17/2024	101-21711-0000	224.00	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101217110000:					224.00	
03/20/2024	32419	ACH Internal Revenue Service	MEDICARE Pay Period: 3/17/2024	101-21712-0000	3,123.07	M
03/20/2024	32419	ACH Internal Revenue Service	MEDICARE Pay Period: 3/17/2024	101-21712-0000	3,123.07	M
04/04/2024	42405	ACH Internal Revenue Service	MEDICARE Pay Period: 3/31/2024	101-21712-0000	3,044.49	M
04/04/2024	42405	ACH Internal Revenue Service	MEDICARE Pay Period: 3/31/2024	101-21712-0000	3,044.49	M
Total 101217120000:					12,335.12	
03/20/2024	32420	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 3/17/2024	101-21713-0000	1,875.00	M
03/20/2024	32420	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 3/17/2024	101-21713-0000	4,274.00	M
04/04/2024	42406	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 3/31/2024	101-21713-0000	1,925.00	M
04/04/2024	42406	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 3/31/2024	101-21713-0000	5,274.00	M
Total 101217130000:					13,348.00	
03/20/2024	32418	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 3/17/2024	101-21714-0000	350.00	M
03/20/2024	32418	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 3/17/2024	101-21714-0000	485.00	M
04/04/2024	42404	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 3/31/2024	101-21714-0000	350.00	M
04/04/2024	42404	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 3/31/2024	101-21714-0000	485.00	M
Total 101217140000:					1,670.00	
03/20/2024	32424	Colonial Life & Accident Insurance Co	COLONIAL LIFE Pay Period: 3/17/2024	101-21715-0000	940.53	M
03/20/2024	32424	Colonial Life & Accident Insurance Co	COLONIAL LIFE Pay Period: 3/3/2024	101-21715-0000	940.53	M
Total 101217150000:					1,881.06	
03/20/2024	32421	Medsurety	HSA Contribution Pay Period: 3/17/2024	101-21716-0000	2,259.18	M
04/04/2024	42410	Medsurety	VEBA Contributions Pay Period: 3/31/2024	101-21716-0000	10,000.07	M
04/04/2024	42408	Medsurety	HSA Contribution Pay Period: 3/31/2024	101-21716-0000	2,259.18	M
04/04/2024	42409	Medsurety	HSA Contribution Pay Period: 3/31/2024	101-21716-0000	9,719.87	M
Total 101217160000:					24,238.30	
03/20/2024	32417	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 3/17/2024	101-21717-0000	919.92	M
04/04/2024	42403	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 3/31/2024	101-21717-0000	919.92	M
Total 101217170000:					1,839.84	
04/04/2024	160317	Metropolitan Life Insurance Company	GUNDERMANN COBRA	101-21719-0000	28.20	
04/04/2024	160317	Metropolitan Life Insurance Company	MEYER COBRA	101-21719-0000	57.66	
04/04/2024	160317	Metropolitan Life Insurance Company	SCHULT COBRA	101-21719-0000	57.66	
04/04/2024	160317	Metropolitan Life Insurance Company	CONWAY ADJ	101-21719-0000	56.40	
04/04/2024	160317	Metropolitan Life Insurance Company	HINES ADJ	101-21719-0000	28.20	
04/04/2024	160317	Metropolitan Life Insurance Company	DENTAL EE + CHLDRN Pay Period: 3/31/2024	101-21719-0000	76.60	
04/04/2024	160317	Metropolitan Life Insurance Company	IMLAY ADJ	101-21719-0000	84.60	
04/04/2024	160317	Metropolitan Life Insurance Company	GROTBERG COBRA	101-21719-0000	28.20	
04/04/2024	160317	Metropolitan Life Insurance Company	DENTAL SINGLE Employee Pay Period: 3/31/2024	101-21719-0000	394.80	
04/04/2024	160317	Metropolitan Life Insurance Company	DENTAL FAMILY Employee Pay Period: 3/31/2024	101-21719-0000	884.00	
04/04/2024	160317	Metropolitan Life Insurance Company	DENTAL EE + SPOUSE Pay Period: 3/31/2024	101-21719-0000	576.60	
Total 101217190000:					2,103.72	
03/20/2024	32423	Family Medical Care Plan	FMCP Single Pay Period: 3/17/2024	101-21720-0000	23.02	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
03/20/2024	32423	Family Medical Care Plan	FMCP Single Pay Period: 3/3/2024	101-21720-0000	23.01	M
03/20/2024	32423	Family Medical Care Plan	FMCP Single Pay Period: 3/17/2024	101-21720-0000	437.27	M
03/20/2024	32423	Family Medical Care Plan	FMCP Single Pay Period: 3/3/2024	101-21720-0000	437.28	M
03/20/2024	32422	United Healthcare	Bendorf Adjust	101-21720-0000	2,444.57	M
03/20/2024	32422	United Healthcare	Conway Adjust	101-21720-0000	1,095.58	M
03/20/2024	32422	United Healthcare	Grotberg Cobra	101-21720-0000	1,095.58	M
03/20/2024	32422	United Healthcare	UHC Family Pay Period: 3/17/2024	101-21720-0000	29,448.00	M
03/20/2024	32422	United Healthcare	Hellevik Adj	101-21720-0000	1,259.92	M
03/20/2024	32422	United Healthcare	Imlay Adjust	101-21720-0000	2,191.16	M
03/20/2024	32422	United Healthcare	Armendariz Cobra	101-21720-0000	2,191.16	M
03/20/2024	32422	United Healthcare	Gundermann Cobra	101-21720-0000	2,191.16	M
03/20/2024	32422	United Healthcare	Moseley Cobra	101-21720-0000	547.79	M
03/20/2024	32422	United Healthcare	Matson Cobra	101-21720-0000	1,095.58	M
03/20/2024	32422	United Healthcare	UHC Family Pay Period: 3/3/2024	101-21720-0000	29,448.00	M
03/20/2024	32422	United Healthcare	UHC Single Pay Period: 3/17/2024	101-21720-0000	16,433.70	M
03/20/2024	32422	United Healthcare	UHC Single Pay Period: 3/3/2024	101-21720-0000	16,981.49	M
03/20/2024	32422	United Healthcare	UHC Employee + 1 Pay Period: 3/17/2024	101-21720-0000	286.00	M
03/20/2024	32422	United Healthcare	UHC Employee + 1 Pay Period: 3/3/2024	101-21720-0000	286.00	M
03/20/2024	32422	United Healthcare	UHC Employee + 1 Pay Period: 3/17/2024	101-21720-0000	9,136.00	M
03/20/2024	32422	United Healthcare	UHC Employee + 1 Pay Period: 3/3/2024	101-21720-0000	9,136.00	M
03/20/2024	32422	United Healthcare	UHC Family Pay Period: 3/17/2024	101-21720-0000	1,217.34	M
03/20/2024	32422	United Healthcare	UHC Family Pay Period: 3/3/2024	101-21720-0000	1,217.34	M
Total 101217200000:					117,667.15	
04/04/2024	42407	VSP	GROTBERG COBRA	101-21722-0000	8.08	M
04/04/2024	42407	VSP	SPIES COBRA	101-21722-0000	8.08	M
04/04/2024	42407	VSP	VISION FAMILY Employee Pay Period: 3/31/2024	101-21722-0000	189.09	M
04/04/2024	42407	VSP	VISION SINGLE Employee Pay Period: 3/31/2024	101-21722-0000	105.04	M
04/04/2024	42407	VSP	VISION + ONE Employee Pay Period: 3/31/2024	101-21722-0000	117.20	M
Total 101217220000:					427.49	
03/20/2024	32423	Family Medical Care Plan	FMCP Family Pay Period: 3/17/2024	101-21724-0000	359.43	M
03/20/2024	32423	Family Medical Care Plan	FMCP Family Pay Period: 3/3/2024	101-21724-0000	359.43	M
03/20/2024	32423	Family Medical Care Plan	FMCP Family Pay Period: 3/17/2024	101-21724-0000	3,234.81	M
03/20/2024	32423	Family Medical Care Plan	FMCP Family Pay Period: 3/3/2024	101-21724-0000	3,234.81	M
Total 101217240000:					7,188.48	
03/28/2024	160298	Nelson, Blain	Refund of overpayment of rental license-400 7th Ave SE	101-32190-0000	95.00	
Total 101321900000:					95.00	
04/11/2024	160347	OCEL Builders Inc	Permit Reimbursement #2024-88	101-32210-0000	111.40	
Total 101322100000:					111.40	
04/11/2024	160346	MN Department of Labor & Industry	1st Qtr permit surcharge to state	101-32280-0000	533.18	
Total 101322800000:					533.18	
03/28/2024	160306	Thrifty White Inc	Return of extra utility payment	101-36244-0000	612.18	
Total 101362440000:					612.18	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/11/2024	20240356	Christiansen, Mark	Technology Reimbursement	101-41110-3200	32.63
Total 101411103200:					32.63
04/11/2024	20240369	Innovative Office Supply	Labels	101-41320-2000	59.85
Total 101413202000:					59.85
03/28/2024	160301	Shred-it USA LLC	Monthly Shred	101-41320-3100	22.75
Total 101413203100:					22.75
03/28/2024	20240329	Hall, Julia	MCFOA Clerks Conference Reimbursement	101-41320-3300	729.87
04/11/2024	20240386	U.S. Bank - CC	Parking for City day on the hill	101-41320-3300	47.90
04/11/2024	20240386	U.S. Bank - CC	Fuel for city day on the hill	101-41320-3300	33.88
Total 101413203300:					811.65
04/11/2024	20240389	Waseca Area Chamber of Commerce	Employee Recognition-Markeson	101-41320-4930	50.00
04/11/2024	20240389	Waseca Area Chamber of Commerce	Employee Recognition-Chrz & T. Roessler	101-41320-4930	50.00
Total 101413204930:					100.00
03/28/2024	160303	South Central College	CPR/First Aid Training	101-41320-4940	1,100.00
04/11/2024	160353	South Central College	Excavation Training	101-41320-4940	1,100.00
04/11/2024	20240386	U.S. Bank - CC	Safety meeting refreshments	101-41320-4940	22.01
Total 101413204940:					2,222.01
04/11/2024	20240350	A. H. Hermel Company	Pop for Vending Machine	101-41320-4945	152.78
Total 101413204945:					152.78
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-41500-1340	109.32
Total 101415001340:					109.32
04/11/2024	42412	Medsurety	Admin Fees	101-41500-1600	192.00 M
Total 101415001600:					192.00
03/28/2024	160312	Waseca County Treasurer	Special Assessment 172870 set up	101-41500-3000	80.00
03/28/2024	160312	Waseca County Treasurer	Special Assessment 172861 set up	101-41500-3000	55.00
03/28/2024	160312	Waseca County Treasurer	TIF Annual Maintenance	101-41500-3000	150.00
Total 101415003000:					285.00
04/11/2024	20240386	U.S. Bank - CC	Flight for National GFOA Conference	101-41500-3300	406.20
Total 101415003300:					406.20
04/11/2024	20240386	U.S. Bank - CC	2024 Membership	101-41500-4330	70.00
04/11/2024	20240386	U.S. Bank - CC	MN GFOA Membership Renewal	101-41500-4330	70.00
Total 101415004330:					140.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/11/2024	20240364	Flaherty & Hood PA	March Labor & Employment Services	101-41600-3000	3,987.50
04/11/2024	20240370	Kennedy & Kennedy Law Office	March Legal Fees	101-41600-3000	1,260.00
04/11/2024	160354	State of Minnesota Office Admin Hearing	Prehearing Order	101-41600-3000	12.25
Total 101416003000:					5,259.75
04/11/2024	20240380	Pantheon Computer Systems Inc.	Maintenance Agreement	101-41920-3100	6,957.72
04/11/2024	20240380	Pantheon Computer Systems Inc.	Maintenance Agreement	101-41920-3100	2,602.60
Total 101419203100:					9,560.32
04/11/2024	20240386	U.S. Bank - CC	Monthly fees for Adobe Acrobat & Pro	101-41920-4950	337.84
Total 101419204950:					337.84
04/11/2024	20240369	Innovative Office Supply	Office supplies	101-41940-2000	207.41
Total 101419402000:					207.41
04/11/2024	20240350	A. H. Hermel Company	Coffee for breakroom	101-41940-2170	182.71
03/28/2024	20240332	Innovative Office Supply	Janitorial Supplies	101-41940-2170	87.72
04/11/2024	20240369	Innovative Office Supply	general supplies	101-41940-2170	71.47
04/11/2024	20240369	Innovative Office Supply	Janitorial Supplies	101-41940-2170	73.32
Total 101419402170:					415.22
03/28/2024	160285	Cintas Corp	Floor Mats	101-41940-3100	60.66
04/11/2024	160331	Cintas Corp	Floor Mats	101-41940-3100	60.66
04/11/2024	160335	Culligan	RO Lease	101-41940-3100	31.85
04/11/2024	160348	Orkin Pest Control	City Hall Pest Control	101-41940-3100	119.99
03/28/2024	20240341	Stoltz Cleaning Services LLC	City Hall Qtrly Cleaning	101-41940-3100	400.00
03/28/2024	20240341	Stoltz Cleaning Services LLC	City Hall Cleaning	101-41940-3100	475.00
04/11/2024	20240384	Stoltz Cleaning Services LLC	City Hall Cleaning	101-41940-3100	475.00
04/11/2024	20240384	Stoltz Cleaning Services LLC	city Hall Cleaning	101-41940-3100	380.00
04/11/2024	20240384	Stoltz Cleaning Services LLC	City Hall Cleaning	101-41940-3100	475.00
03/28/2024	160307	TSI Voice & Data Inc	Monthly Phone Support Plan	101-41940-3100	262.62
04/11/2024	20240391	Waste Management of Southern MN	Monthly Service	101-41940-3100	257.37
Total 101419403100:					2,998.15
03/28/2024	160288	Consolidated Communications		101-41940-3200	259.61
03/28/2024	160288	Consolidated Communications		101-41940-3200	188.00
Total 101419403200:					447.61
03/28/2024	160284	Centerpoint Energy	Monthly Billing	101-41940-3800	761.08
04/11/2024	42414	City of Waseca	March Utilities	101-41940-3800	1,597.80 M
Total 101419403800:					2,358.88
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-41950-1340	14.01
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-41950-1340	26.17
Total 101419501340:					40.18
04/11/2024	20240392	WSB & Associates Inc	Planning Services	101-41950-3000	152.50

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101419503000:					152.50
04/11/2024	42413	Verizon Wireless	Monthly Billing	101-41950-3200	20.62 M
Total 101419503200:					20.62
04/11/2024	20240375	Martin-McAllister	Management Coaching	101-41950-3300	350.00
Total 101419503300:					350.00
04/11/2024	160343	Miller Homes	Reimbursement for SAC Charges 1109 11th Ave SE	101-41950-4500	1,090.00
04/11/2024	160343	Miller Homes	Reimbursement for WAC Charges 1109 11th Ave SE	101-41950-4500	1,240.00
Total 101419504500:					2,330.00
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-42100-1340	522.30
Total 101421001340:					522.30
04/11/2024	20240352	Amazon	Office supplies - flashdrives - Police	101-42100-2000	43.98
03/28/2024	20240332	Innovative Office Supply	Office supplies - PD	101-42100-2000	110.76
03/28/2024	20240332	Innovative Office Supply	Office supplies - PD	101-42100-2000	33.88
Total 101421002000:					188.62
03/28/2024	20240321	Amazon	Computer supplies - PD	101-42100-2050	117.78
04/11/2024	20240352	Amazon	Computer supplies - police	101-42100-2050	54.99
Total 101421002050:					172.77
04/11/2024	160359	Waseca County Highway Department	Monthly billing	101-42100-2120	2,321.84
Total 101421002120:					2,321.84
03/28/2024	20240320	A. H. Hermel Company	Janitorial Supplies PSB	101-42100-2170	114.06
03/28/2024	20240321	Amazon	Office Supplies - PD	101-42100-2170	583.04
03/28/2024	20240332	Innovative Office Supply	Office supplies - PD	101-42100-2170	80.72
04/11/2024	20240386	U.S. Bank - CC	Certified mail for #24-0977	101-42100-2170	26.15
04/11/2024	20240386	U.S. Bank - CC	Mail biological specimen	101-42100-2170	17.55
04/11/2024	20240386	U.S. Bank - CC	Evidence storage supplies (29.88 + 56.79 shipping)	101-42100-2170	86.67
04/11/2024	20240386	U.S. Bank - CC	Animal Tags	101-42100-2170	72.85
04/11/2024	20240386	U.S. Bank - CC	Evidence storage supplies (49.89+66.63)	101-42100-2170	116.52
04/11/2024	20240386	U.S. Bank - CC	Coffee, donuts, fruit for SFST Training	101-42100-2170	59.99
Total 101421002170:					1,157.55
04/11/2024	20240366	Gruenhagen, Elizabeth	Uniform Allowance	101-42100-2180	192.00
Total 101421002180:					192.00
04/11/2024	160327	Bock's Service Inc.	Tow - deceased owner	101-42100-3000	85.00
Total 101421003000:					85.00
03/28/2024	160285	Cintas Corp	Mats - PD	101-42100-3100	8.99

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
03/28/2024	160285	Cintas Corp	Mats - PD	101-42100-3100	8.99
04/11/2024	160331	Cintas Corp	Mats - PD	101-42100-3100	8.99
04/11/2024	160331	Cintas Corp	Mats - PD	101-42100-3100	8.99
04/11/2024	160335	Culligan	Water-Police	101-42100-3100	32.95
03/28/2024	160301	Shred-it USA LLC	Monthly Service	101-42100-3100	22.76
04/11/2024	20240391	Waste Management of Southern MN	Monthly Service	101-42100-3100	120.53
Total 101421003100:					212.20
03/28/2024	160288	Consolidated Communications		101-42100-3200	259.61
03/28/2024	160288	Consolidated Communications		101-42100-3200	508.31
03/28/2024	160288	Consolidated Communications		101-42100-3200	57.71
04/11/2024	42413	Verizon Wireless	Monthly Billing	101-42100-3200	1,106.24 M
04/11/2024	42413	Verizon Wireless	Monthly Billing	101-42100-3200	41.24 M
Total 101421003200:					1,973.11
04/11/2024	160333	City of Saint Paul	Women & Leadership Conference registration	101-42100-3300	360.00
03/28/2024	160295	Law Enforcement Seminars LLC	Training class - PD Wellman	101-42100-3300	425.00
04/11/2024	20240375	Martin-McAllister	Conference	101-42100-3300	350.00
03/28/2024	160297	MN Chiefs of Police Association	Leadership Academy-Harren-Chrz	101-42100-3300	1,480.00
04/11/2024	20240386	U.S. Bank - CC	Drinks and Snacks for Sobriety Class	101-42100-3300	44.45
04/11/2024	20240386	U.S. Bank - CC	Drinks and Snacks for Sobriety Class	101-42100-3300	118.58
04/11/2024	20240386	U.S. Bank - CC	Drinks and Snacks for Sobriety Class	101-42100-3300	48.77
04/11/2024	20240386	U.S. Bank - CC	Drinks and Snacks for Sobriety Class	101-42100-3300	30.51
04/11/2024	20240386	U.S. Bank - CC	Drinks and Snacks for Sobriety Class	101-42100-3300	47.76
Total 101421003300:					2,905.07
04/11/2024	20240381	Personalized Printing Inc.	Extreme Risk Cards	101-42100-3500	188.00
04/11/2024	20240386	U.S. Bank - CC	Junior stickers	101-42100-3500	528.95
Total 101421003500:					716.95
03/28/2024	160284	Centerpoint Energy	Monthly Billing	101-42100-3800	611.77
04/11/2024	42414	City of Waseca	March Utilities	101-42100-3800	652.07 M
Total 101421003800:					1,263.84
03/28/2024	160281	Bock's Service Inc.	Tire Repair	101-42100-4040	35.00
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	101-42100-4040	14.47
Total 101421004040:					49.47
03/28/2024	20240326	Computer Information Systems inc	CIS renewal	101-42100-4330	1,100.00
04/11/2024	160357	Thomson Reuters - West	Monthly Software Fee	101-42100-4330	309.56
Total 101421004330:					1,409.56
04/11/2024	160329	Camp Canine	1st Qtr Impound Fees	101-42150-3100	3,300.00
Total 101421503100:					3,300.00
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-42200-1340	69.66

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101422001340:					69.66
04/11/2024	160359	Waseca County Highway Department	Monthly billing	101-42200-2120	726.06
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	101-42200-2120	73.47
Total 101422002120:					799.53
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	101-42200-2170	41.98
Total 101422002170:					41.98
03/28/2024	160279	Aspen Mills Inc	Badges	101-42200-2180	1,033.87
03/28/2024	20240330	Hines, Jacob	Clothing Allowance	101-42200-2180	152.44
03/28/2024	20240333	Jefferson Fire & Safety Inc	Uniforms	101-42200-2180	2,779.82
03/28/2024	20240334	Owatonna Shoe Company	Boots-Bruegger	101-42200-2180	145.00
Total 101422002180:					4,111.13
04/11/2024	20240386	U.S. Bank - CC	Springs for UTV	101-42200-2210	157.03
Total 101422002210:					157.03
03/28/2024	160285	Cintas Corp	Mats - FD	101-42200-3100	8.98
03/28/2024	160285	Cintas Corp	Mats - FD	101-42200-3100	8.98
04/11/2024	160331	Cintas Corp	Mats - FD	101-42200-3100	8.98
04/11/2024	160331	Cintas Corp	Mats - FD	101-42200-3100	8.98
04/11/2024	160346	MN Department of Labor & Industry	Pressure Vessel Fee	101-42200-3100	10.00
04/11/2024	20240386	U.S. Bank - CC	State Electrical Inspection Fees	101-42200-3100	36.00
03/28/2024	160310	Vault Health	Pre-Employment testing	101-42200-3100	60.10
04/11/2024	20240391	Waste Management of Southern MN	Monthly Service	101-42200-3100	120.53
Total 101422003100:					262.55
03/28/2024	160288	Consolidated Communications		101-42200-3200	57.71
04/11/2024	42413	Verizon Wireless	Monthly Billing	101-42200-3200	46.24 M
04/11/2024	42413	Verizon Wireless	Monthly Billing	101-42200-3200	20.02 M
04/11/2024	42413	Verizon Wireless	Monthly Billing	101-42200-3200	20.02 M
04/11/2024	42413	Verizon Wireless	Monthly Billing	101-42200-3200	20.02 M
04/11/2024	42413	Verizon Wireless	Monthly Billing	101-42200-3200	20.02 M
Total 101422003200:					184.03
03/28/2024	20240324	Bruegger, Ryan	Mileage reimbursement officer training-duluth	101-42200-3300	302.84
04/11/2024	20240386	U.S. Bank - CC	Hotel for Fire Officer School	101-42200-3300	324.82
Total 101422003300:					627.66
04/11/2024	160352	Riverland Community College	Fire School-Lang & Hagre	101-42200-3310	205.00
04/11/2024	20240382	Safety& Security Consult Specialists LLC	Training Fire School Lake Crystal MN	101-42200-3310	670.00
04/11/2024	20240382	Safety& Security Consult Specialists LLC	Basic Fire Course	101-42200-3310	7,500.00
Total 101422003310:					8,375.00
03/28/2024	160284	Centerpoint Energy	Monthly Billing	101-42200-3800	611.77
04/11/2024	160330	Centerpoint Energy	Monthly Service	101-42200-3800	83.46

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
04/11/2024	42414	City of Waseca	March Utilities	101-42200-3800	652.06	M
04/11/2024	42414	City of Waseca	March Utilities	101-42200-3800	49.38	M
03/28/2024	160288	Consolidated Communications		101-42200-3800	61.63	
Total 101422003800:					1,458.30	
03/28/2024	160311	Volunteer Firefighters Benefit Assn	Membership Dues	101-42200-4330	139.00	
Total 101422004330:					139.00	
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-42400-1340	24.77	
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-42400-1340	7.02	
Total 101424001340:					31.79	
04/11/2024	20240357	City Building Inspection Services LLC	Building Inspections	101-42400-3000	2,097.17	
Total 101424003000:					2,097.17	
03/28/2024	160281	Bock's Service Inc.	Towing service for abatement of 5 items - 501 3rd St NE	101-42400-3100	750.00	
04/11/2024	20240372	Lenz Lawn Care & Landscaping Inc.	Abatement item disposal - 501 3rd St NE	101-42400-3100	1,002.50	
04/11/2024	20240386	U.S. Bank - CC	Storage of items abated from 501 3rd St NE	101-42400-3100	125.00	
Total 101424003100:					1,877.50	
04/11/2024	42413	Verizon Wireless	Monthly Billing	101-42400-3200	41.24	M
Total 101424003200:					41.24	
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43000-1340	7.23	
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43000-1340	107.80	
Total 101430001340:					115.03	
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Stangler	101-43000-2190	230.00	
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Schwartz	101-43000-2190	260.00	
Total 101430002190:					490.00	
03/28/2024	32428	Verizon Wireless	Monthly Verizon Data Bill	101-43000-3200	80.02	M
04/11/2024	42413	Verizon Wireless	Monthly Billing	101-43000-3200	41.24	M
Total 101430003200:					121.26	
03/28/2024	20240327	Frontier Precision Inc.	Clean & Calibrate Total Station	101-43000-4040	830.00	
Total 101430004040:					830.00	
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43100-1340	77.96	
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43100-1340	3.48	
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43100-1340	4.17	
Total 101431001340:					85.61	
03/28/2024	20240328	H & J Fuel Inc	fuel	101-43100-2120	1,097.68	
04/11/2024	160359	Waseca County Highway Department	Monthly billing	101-43100-2120	2,321.14	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/11/2024	160359	Waseca County Highway Department	Monthly billing	101-43100-2120	121.13
Total 101431002120:					3,539.95
04/11/2024	20240350	A. H. Hermel Company	Pot for Streets coffee maker	101-43100-2170	14.77
04/11/2024	20240352	Amazon	markers	101-43100-2170	22.95
03/28/2024	20240322	Bomgaars Supply	Parts & Supplies	101-43100-2170	122.28
03/28/2024	160286	Cintas Corporation	First Aid Cabinet Supplies	101-43100-2170	98.04
03/28/2024	160038	Cintas Corporation	First Aid Cabinet Supplies	101-43100-2170	98.04- V
03/28/2024	160286	Cintas Corporation	First aid supplies	101-43100-2170	69.92
04/11/2024	160350	QC Supply	Pressure washer hose	101-43100-2170	91.39
03/28/2024	20240339	Smiths Mill Implement Inc.	fitting	101-43100-2170	34.54
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	101-43100-2170	65.05
Total 101431002170:					420.90
03/28/2024	160286	Cintas Corporation	Uniform Service	101-43100-2180	94.70
03/28/2024	160038	Cintas Corporation	Uniform Service	101-43100-2180	94.70- V
03/28/2024	160286	Cintas Corporation	Uniform Service	101-43100-2180	94.70
03/28/2024	160038	Cintas Corporation	Uniform Service	101-43100-2180	94.70- V
03/28/2024	160286	Cintas Corporation	Uniform Service	101-43100-2180	94.70
03/28/2024	160038	Cintas Corporation	Uniform Service	101-43100-2180	94.70- V
03/28/2024	160286	Cintas Corporation	Uniform Service	101-43100-2180	97.71
03/28/2024	160286	Cintas Corporation	Uniform Service	101-43100-2180	90.93
04/11/2024	160332	Cintas Corporation	Uniform Service	101-43100-2180	90.93
04/11/2024	160332	Cintas Corporation	Uniform Service	101-43100-2180	90.93
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Rossow	101-43100-2180	286.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Straube	101-43100-2180	230.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Miller	101-43100-2180	250.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-W. Conway	101-43100-2180	250.00
04/11/2024	20240379	Owatonna Shoe Company	Work Bott-Hofmeister	101-43100-2180	230.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-T. Roesler	101-43100-2180	230.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Muelierlilie	101-43100-2180	245.00
Total 101431002180:					2,091.50
04/11/2024	20240359	Diamond Solutions	Saw blades	101-43100-2210	1,574.00
Total 101431002210:					1,574.00
04/11/2024	160358	Vault Health	Drug Testing	101-43100-3000	114.08
Total 101431003000:					114.08
04/11/2024	160346	MN Department of Labor & Industry	Air Compresor Vessel	101-43100-3100	10.00
03/28/2024	160310	Vault Health	Random Testing	101-43100-3100	53.98
04/11/2024	20240391	Waste Management of Southern MN	Monthly Service	101-43100-3100	233.83
Total 101431003100:					297.81
03/28/2024	160288	Consolidated Communications		101-43100-3200	47.75
Total 101431003200:					47.75
04/11/2024	20240386	U.S. Bank - CC	excel class	101-43100-3300	210.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101431003300:					210.00
03/28/2024	160284	Centerpoint Energy	Monthly Billing	101-43100-3800	1,133.27
04/11/2024	160330	Centerpoint Energy	Monthly Service	101-43100-3800	83.46
04/11/2024	42414	City of Waseca	March Utilities	101-43100-3800	49.38 M
04/11/2024	42414	City of Waseca	March Utilities	101-43100-3800	934.71 M
Total 101431003800:					2,200.82
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43125-1340	23.23
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43125-1340	3.48
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43125-1340	1.24
Total 101431251340:					27.95
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43170-1340	4.98
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43170-1340	.27
Total 101431701340:					5.25
04/11/2024	20240378	M-R Sign Company Inc.	Street Signs	101-43170-2170	847.29
04/11/2024	20240378	M-R Sign Company Inc.	No Parking Sign	101-43170-2170	369.66
Total 101431702170:					1,216.95
04/11/2024	42414	City of Waseca	March Utilities	101-43170-3800	170.21 M
Total 101431703800:					170.21
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43220-1340	8.30
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-43220-1340	.44
Total 101432201340:					8.74
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-45130-1340	13.43
Total 101451301340:					13.43
04/11/2024	20240352	Amazon	Staff Chairs	101-45130-2000	83.38
04/11/2024	20240352	Amazon	WP Bank Bags	101-45130-2000	22.65
Total 101451302000:					106.03
04/11/2024	20240352	Amazon	Special Event Supplies	101-45130-2170	1,210.64
Total 101451302170:					1,210.64
03/28/2024	160288	Consolidated Communications		101-45130-3200	268.40
Total 101451303200:					268.40
04/11/2024	20240386	U.S. Bank - CC	Advertisements	101-45130-3400	119.99
Total 101451303400:					119.99

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
03/28/2024	160284	Centerpoint Energy	Monthly Billing	101-45130-3800	523.32
04/11/2024	42414	City of Waseca	March Utilities	101-45130-3800	531.98 M
Total 101451303800:					1,055.30
04/11/2024	20240352	Amazon	TLCF Deposit Bags	101-45180-2170	22.64
Total 101451802170:					22.64
04/11/2024	20240350	A. H. Hermel Company	Paper Towels	101-45180-2175	37.02
Total 101451802175:					37.02
04/11/2024	20240350	A. H. Hermel Company	TLCF Concessions	101-45180-2500	1,629.67
04/11/2024	20240350	A. H. Hermel Company	TLCF Concessions	101-45180-2500	163.18
Total 101451802500:					1,792.85
04/11/2024	160341	Mediacom	TLCF Communications	101-45180-3200	456.10
Total 101451803200:					456.10
03/28/2024	20240336	Pioneer Manufacturing Co.	TLCF Ballfield Marking Paint	101-45180-4000	638.05
Total 101451804000:					638.05
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	101-45200-1340	81.95
Total 101452001340:					81.95
04/11/2024	160359	Waseca County Highway Department	Monthly billing	101-45200-2120	485.21
Total 101452002120:					485.21
04/11/2024	20240352	Amazon	Park Dept Supplies	101-45200-2170	137.89
03/28/2024	160283	Bryan Rock Products Inc.	Cartpath rock 3/8"	101-45200-2170	950.40
03/28/2024	160294	Hillyard Inc/ Hutchinson	Restroom Supplies Parks	101-45200-2170	150.47
03/28/2024	160294	Hillyard Inc/ Hutchinson	Restroom Supplies Parks	101-45200-2170	175.20
03/28/2024	20240343	The Tessman Company	Parks Dept Turf Maint Supplies and Seed	101-45200-2170	3,461.35
04/11/2024	20240385	The Tessman Company	Turf Supplies - Seed	101-45200-2170	396.00
Total 101452002170:					5,271.31
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Sikel	101-45200-2190	175.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Dushaw	101-45200-2190	230.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-C.Conway	101-45200-2190	250.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Vanderhorst	101-45200-2190	220.00
Total 101452002190:					875.00
03/28/2024	20240322	Bomgaars Supply	Parts & Supplies	101-45200-2230	7.98
04/11/2024	20240386	U.S. Bank - CC	Fishing pier & dock lumber	101-45200-2230	916.17
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	101-45200-2230	328.09
Total 101452002230:					1,252.24

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/11/2024	20240386	U.S. Bank - CC	Fishing pier & dock lumber	101-45200-2400	116.69
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	101-45200-2400	786.98
Total 101452002400:					903.67
04/11/2024	160346	MN Department of Labor & Industry	Air Compressor Vessel Inspection	101-45200-3100	10.00
03/28/2024	160310	Vault Health	Random Testing	101-45200-3100	53.98
04/11/2024	20240391	Waste Management of Southern MN	Monthly Service	101-45200-3100	36.50
04/11/2024	20240391	Waste Management of Southern MN	March - Parks Waste Management	101-45200-3100	38.19
Total 101452003100:					138.67
03/28/2024	160288	Consolidated Communications		101-45200-3200	53.78
Total 101452003200:					53.78
03/28/2024	160284	Centerpoint Energy	Monthly Billing	101-45200-3800	430.73
03/28/2024	160284	Centerpoint Energy	Monthly Billing	101-45200-3800	44.90
04/11/2024	42414	City of Waseca	March Utilities	101-45200-3800	366.75 M
04/11/2024	42414	City of Waseca	March Utilities	101-45200-3800	57.48 M
Total 101452003800:					899.86
04/11/2024	160328	Bryan Rock Products Inc.	Cartpath rock 3/8"	101-45200-4000	252.72
03/28/2024	160291	Fessel's Wood Recycling	Library Landscape Mulch	101-45200-4000	375.00
03/28/2024	20240336	Pioneer Manufacturing Co.	Parks Ballfield Marking Paint	101-45200-4000	638.05
Total 101452004000:					1,265.77
03/28/2024	20240337	Rent 'N' Save Portable Services	February Parks - Portable Toilets	101-45200-4100	187.50
Total 101452004100:					187.50
04/11/2024	160348	Orkin Pest Control	Library-Pest control	101-45500-3100	103.99
03/28/2024	20240341	Stoltz Cleaning Services LLC	Library Cleaning Service	101-45500-3100	250.00
04/11/2024	20240384	Stoltz Cleaning Services LLC	Library Cleaning	101-45500-3100	250.00
04/11/2024	20240384	Stoltz Cleaning Services LLC	Library Cleaning	101-45500-3100	250.00
04/11/2024	20240384	Stoltz Cleaning Services LLC	Library Cleaning	101-45500-3100	250.00
04/11/2024	20240391	Waste Management of Southern MN	Library service	101-45500-3100	93.17
Total 101455003100:					1,197.16
03/28/2024	160284	Centerpoint Energy	Monthly Billing	101-45500-3800	708.20
04/11/2024	42414	City of Waseca	March Utilities	101-45500-3800	88.42- M
03/28/2024	160288	Consolidated Communications		101-45500-3800	77.88
Total 101455003800:					697.66
04/11/2024	160349	Premier Lift Products Inc	elevator repair	101-45500-4000	270.00
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	101-45500-4000	114.96
Total 101455004000:					384.96
Total General Fund:					466,035.04

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
<b>TIF District 27</b>					
03/28/2024	160312	Waseca County Treasurer	TIF Annual Maintenance	227-46650-3000	150.00
Total 227466503000:					150.00
Total TIF District 27:					150.00
<b>Airport</b>					
03/28/2024	160278	Arnold, Dick	Refund of Key Deposit	230-22010-0000	50.00
Total 230220100000:					50.00
03/28/2024	32427	CenturyLink	Airport Phone and Internet	230-49810-3200	113.50 M
03/28/2024	160288	Consolidated Communications		230-49810-3200	60.59
03/28/2024	160288	Consolidated Communications		230-49810-3200	479.09
Total 230498103200:					653.18
03/28/2024	160284	Centerpoint Energy	Monthly Billing	230-49810-3800	68.98
04/11/2024	42414	City of Waseca	March Utilities	230-49810-3800	88.07 M
03/28/2024	32429	Xcel Energy	Airport Electric credit	230-49810-3800	10.99- M
03/22/2024	160263	Xcel Energy	Airport Electric credit	230-49810-3800	10.99 V
03/28/2024	32429	Xcel Energy	Airport Electric	230-49810-3800	175.67 M
03/28/2024	32432	Xcel Energy	Airport Electric	230-49810-3800	231.84 M
Total 230498103800:					564.56
04/11/2024	160344	MN Council of Airports	MCOA Renewal	230-49810-4330	150.00
Total 230498104330:					150.00
03/28/2024	20240344	Toltz King Duvall Anderson & Assoc Inc.	4-Unit Hangar Construction Engineering	230-49810-5300	5,431.35
04/11/2024	42411	Waseca Planning & Zoning	County zoning permit fee for 4-Unit Hangar Project	230-49810-5300	431.22 M
Total 230498105300:					5,862.57
Total Airport:					7,280.31
<b>Economic Development-General f</b>					
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	261-46700-1340	11.94
Total 261467001340:					11.94
04/11/2024	20240364	Flaherty & Hood PA	EDA Loan Documents	261-46700-3000	807.50
04/11/2024	20240364	Flaherty & Hood PA	EDA Land Sale	261-46700-3000	450.00
Total 261467003000:					1,257.50
04/11/2024	42413	Verizon Wireless	Monthly Billing	261-46700-3200	20.62 M
Total 261467003200:					20.62
04/11/2024	20240386	U.S. Bank - CC	Taxi from airport to conference	261-46700-3300	30.23
04/11/2024	20240386	U.S. Bank - CC	Lodging for Conference	261-46700-3300	562.44
03/28/2024	20240348	Wilson, Tina	Mileage and parking reimbursement	261-46700-3300	131.05

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 261467003300:					723.72	
Total Economic Development-General f:					2,013.78	
<b>RBEG Revolving Loan - EDA</b>						
03/28/2024	32426	Barney's Drive In	Barney's Drive Inn RBEG Loan	263-11590-0000	15,000.00	M
Total 263115900000:					15,000.00	
03/28/2024	32426	Barney's Drive In	Barney's RBEG Loan Fees	263-36250-0000	250.00-	M
Total 263362500000:					250.00-	
Total RBEG Revolving Loan - EDA:					14,750.00	
<b>PEG Channel</b>						
03/28/2024	160300	RadioShack	HDMI adaptor	290-41920-2170	44.98	
03/28/2024	160300	RadioShack	Calculator	290-41920-2170	14.99	
03/28/2024	160300	RadioShack	Adjustable power supply	290-41920-2170	24.99	
04/11/2024	160351	RadioShack	Microphone Stand	290-41920-2170	24.99	
03/28/2024	160300	RadioShack	Return and purchase of BNC Adaptor	290-41920-2170	2.50	
Total 290419202170:					112.45	
Total PEG Channel:					112.45	
<b>Capital Improvement</b>						
04/11/2024	158979	MN Department of Transportation	2022 Sidewalk Project Testing	430-43010-5460	172.78-	V
04/11/2024	42416	MN Department of Transportation	2022 Sidewalk Project Testing	430-43010-5460	172.78	M
Total 430430105460:					.00	
04/11/2024	158979	MN Department of Transportation	8th St SE Project Testing	430-43010-5560	369.47-	V
04/11/2024	42416	MN Department of Transportation	8th St SE Project Testing	430-43010-5560	369.47	M
Total 430430105560:					.00	
Total Capital Improvement:					.00	
<b>Gaiter Lake Land Development</b>						
03/28/2024	20240340	Stantec Consulting Services Inc	Eng Services - GLLD Concept Layout & Feasibility Repo	437-46340-3000	4,190.00	
Total 437463403000:					4,190.00	
Total Gaiter Lake Land Development:					4,190.00	
<b>NW Commercial Development</b>						
04/11/2024	20240364	Flaherty & Hood PA	MarketPlace Development	445-43200-3000	1,700.00	
Total 445432003000:					1,700.00	
Total NW Commercial Development:					1,700.00	
<b>Water</b>						
03/28/2024	32425	MN Sales and Use Tax Payable	Sales and Use Tax	601-20210-0000	1,169.88	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601202100000:					1,169.88
03/28/2024	160293	Hawkins Inc	Demurrage	601-49401-2170	160.00
03/28/2024	160293	Hawkins Inc	Conagra Well Chemicals	601-49401-2170	263.45
03/28/2024	160293	Hawkins Inc	City Wells Chemicals	601-49401-2170	11,779.40
Total 601494012170:					12,202.85
03/28/2024	160293	Hawkins Inc	Chemical fittings for wells	601-49401-2210	3,997.30
Total 601494012210:					3,997.30
03/28/2024	20240322	Bomgaars Supply	Parts & Supplies	601-49401-2230	27.16
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	601-49401-2230	17.99
Total 601494012230:					45.15
03/28/2024	160284	Centerpoint Energy	Monthly Billing	601-49401-3800	232.58
04/11/2024	42414	City of Waseca	March Utilities	601-49401-3800	7,624.89 M
03/28/2024	32431	Xcel Energy	Monthly Service	601-49401-3800	235.35 M
Total 601494013800:					8,092.82
04/11/2024	160337	Hawkins Inc	Chlorine shutoff testing	601-49401-4000	584.52
Total 601494014000:					584.52
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	601-49430-1340	1.66
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	601-49430-1340	.09
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	601-49430-1340	15.13
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	601-49430-1340	22.27
Total 601494301340:					39.15
04/11/2024	160359	Waseca County Highway Department	Monthly billing	601-49430-2120	383.08
Total 601494302120:					383.08
03/28/2024	20240322	Bomgaars Supply	Parts & Supplies	601-49430-2170	357.46
04/11/2024	160342	Mid-America Meter Inc	5/8 x 3/4 meter calibration	601-49430-2170	219.21
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	601-49430-2170	77.78
Total 601494302170:					654.45
03/28/2024	20240322	Bomgaars Supply	Parts & Supplies	601-49430-2180	31.97
04/11/2024	20240379	Owatonna Shoe Company	Work Boot- Hellevik	601-49430-2180	270.00
Total 601494302180:					301.97
03/28/2024	20240322	Bomgaars Supply	Parts & Supplies	601-49430-2230	27.90
04/11/2024	20240358	Condon Farm Service	grass seed	601-49430-2230	87.95
04/11/2024	20240386	U.S. Bank - CC	Pipe and Pipe caps	601-49430-2230	127.58
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	601-49430-2230	68.93

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601494302230:					312.36
04/11/2024	20240365	Gopher State One-Call Inc	Location calls - March	601-49430-3100	20.25
04/11/2024	20240388	Utility Consultants Inc	Total Coliform sampling	601-49430-3100	214.20
Total 601494303100:					234.45
04/11/2024	42413	Verizon Wireless	Monthly Billing	601-49430-3200	40.01 M
Total 601494303200:					40.01
04/11/2024	160345	MN Department of Health	Water operator cert.	601-49430-3300	55.00
Total 601494303300:					55.00
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	601-49585-1340	16.61
Total 601495851340:					16.61
03/28/2024	160288	Consolidated Communications		601-49585-3200	69.23
04/11/2024	20240376	MAS Communications Inc.	Answering service - April	601-49585-3200	56.36
03/28/2024	160308	U.S. Postal Service	Postage - April utility bills	601-49585-3200	551.94
Total 601495853200:					677.53
03/28/2024	20240335	Personalized Printing Inc.	Envelopes for utility bills	601-49585-3500	611.67
Total 601495853500:					611.67
03/28/2024	160287	City of Waseca	Summit AR	601-49585-4320	.81
03/28/2024	160305	Summit Account Resolution	Collection Fees	601-49585-4320	28.70
Total 601495854320:					29.51
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	601-49586-1340	3.73
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	601-49586-1340	15.02
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	601-49586-1340	7.23
Total 601495861340:					25.98
03/28/2024	160310	Vault Health	Random Testing	601-49586-3000	60.10
Total 601495863000:					60.10
04/11/2024	20240380	Pantheon Computer Systems Inc.	Maintenance Agreement	601-49586-4950	993.96
04/11/2024	20240380	Pantheon Computer Systems Inc.	Maintenance Agreement	601-49586-4950	371.80
Total 601495864950:					1,365.76
04/11/2024	160338	Keys Well Drilling Company	City Well Project	601-49593-5400	147,079.00
03/28/2024	20240340	Stantec Consulting Services Inc	Well Project	601-49593-5400	1,521.00
Total 601495935400:					148,600.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total Water:					179,500.15
<b>Sanitary Sewer</b>					
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	602-49470-1340	29.86
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	602-49470-1340	3.48
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	602-49470-1340	1.60
Total 602494701340:					34.94
03/28/2024	160290	Environmental Products & Access LLC	parts for jetter truck	602-49470-2210	2,737.07
Total 602494702210:					2,737.07
04/11/2024	20240365	Gopher State One-Call Inc	Location calls - March	602-49470-3100	20.25
Total 602494703100:					20.25
03/28/2024	160288	Consolidated Communications		602-49470-3200	864.76
04/11/2024	42413	Verizon Wireless	Monthly Billing	602-49470-3200	40.01 M
04/11/2024	42413	Verizon Wireless	Monthly Billing	602-49470-3200	120.03 M
04/11/2024	42413	Verizon Wireless	Monthly Billing	602-49470-3200	80.02 M
Total 602494703200:					1,104.82
04/11/2024	20240386	U.S. Bank - CC	MPCA Waste water certification	602-49470-3300	23.00
04/11/2024	20240386	U.S. Bank - CC	MPCA Waste water certification fee	602-49470-3300	.49
Total 602494703300:					23.49
03/28/2024	160284	Centerpoint Energy	Monthly Billing	602-49470-3800	23.01
03/28/2024	160284	Centerpoint Energy	Monthly Billing	602-49470-3800	239.31
04/11/2024	42414	City of Waseca	March Utilities	602-49470-3800	1,170.39 M
Total 602494703800:					1,432.71
03/28/2024	20240321	Amazon	1/8" stainless cable	602-49470-4020	116.82
03/28/2024	20240321	Amazon	1/8" stainless cable clamps	602-49470-4020	15.48
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	602-49470-4020	16.11
03/28/2024	20240349	Ziegler Inc	repair no cold start	602-49470-4020	3,374.36
Total 602494704020:					3,522.77
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	602-49480-1340	3.32
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	602-49480-1340	.18
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	602-49480-1340	73.85
Total 602494801340:					77.35
04/11/2024	160359	Waseca County Highway Department	Monthly billing	602-49480-2120	109.26
Total 602494802120:					109.26
03/28/2024	160293	Hawkins Inc	Chlorine & Sulfur	602-49480-2170	40.00
03/28/2024	160293	Hawkins Inc	Demurrage	602-49480-2170	10.00
04/11/2024	20240386	U.S. Bank - CC	Lab Supplies	602-49480-2170	25.16
04/11/2024	20240386	U.S. Bank - CC	General Supplies	602-49480-2170	130.57

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/11/2024	20240386	U.S. Bank - CC	General Supplies	602-49480-2170	61.33
04/11/2024	20240387	USA Blue Book	General Supplies	602-49480-2170	966.08
04/11/2024	20240387	USA Blue Book	Lab Supplies	602-49480-2170	632.54
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	602-49480-2170	16.94
Total 602494802170:					1,882.62
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Krienke	602-49480-2180	230.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Benson	602-49480-2180	230.00
Total 602494802180:					460.00
03/28/2024	20240322	Bomgaars Supply	Parts & Supplies	602-49480-2210	129.99
04/11/2024	160356	Thermal Process Systems	TPS Blower Filter	602-49480-2210	758.24
Total 602494802210:					888.23
03/28/2024	20240340	Stantec Consulting Services Inc	Project Apollo	602-49480-3000	2,163.00
Total 602494803000:					2,163.00
03/28/2024	160285	Cintas Corp	Floor Mats	602-49480-3100	9.60
04/11/2024	160331	Cintas Corp	Floor Mats	602-49480-3100	9.60
04/11/2024	20240388	Utility Consultants Inc	UC Labs	602-49480-3100	2,577.25
04/11/2024	20240391	Waste Management of Southern MN	wwtp garbage	602-49480-3100	457.79
Total 602494803100:					3,054.24
03/28/2024	160288	Consolidated Communications		602-49480-3200	655.37
04/11/2024	42413	Verizon Wireless	Monthly Billing	602-49480-3200	41.24 M
Total 602494803200:					696.61
03/28/2024	160284	Centerpoint Energy	Monthly Billing	602-49480-3800	2,161.44
04/11/2024	42414	City of Waseca	March Utilities	602-49480-3800	484.36 M
03/28/2024	160304	SSI Crestmark MN Holding LLC	SolarPower	602-49480-3800	12,402.23
03/28/2024	160309	USS MN V MT LLC	Solar Power	602-49480-3800	2,351.63
Total 602494803800:					17,399.66
04/11/2024	20240374	M & R Electric Inc.	electric controls	602-49480-4000	77.00
03/28/2024	160302	Sigma Controls Inc	transducer repair	602-49480-4000	605.09
03/28/2024	20240346	W W Goetsch Associates Inc.	WWTP Raw Water Pump Repair	602-49480-4000	8,043.00
Total 602494804000:					8,725.09
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	602-49585-1340	16.61
Total 602495851340:					16.61
03/28/2024	160288	Consolidated Communications		602-49585-3200	69.23
04/11/2024	20240376	MAS Communications Inc.	Answering service - April	602-49585-3200	56.36
03/28/2024	160308	U.S. Postal Service	Postage - April utility bills	602-49585-3200	551.94
Total 602495853200:					677.53

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
03/28/2024	20240335	Personalized Printing Inc.	Envelopes for utility bills	602-49585-3500	611.66
Total 602495853500:					611.66
03/28/2024	160287	City of Waseca	Summit AR	602-49585-4320	1.55
03/28/2024	160305	Summit Account Resolution	Collection Fees	602-49585-4320	55.00
Total 602495854320:					56.55
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	602-49586-1340	3.73
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	602-49586-1340	15.02
Total 602495861340:					18.75
04/11/2024	20240364	Flaherty & Hood PA	Conagra Land Purchase	602-49586-3000	1,000.00
03/28/2024	20240340	Stantec Consulting Services Inc	Wastewater Rates Analysis	602-49586-3000	2,368.00
03/28/2024	160310	Vault Health	Random Testing	602-49586-3000	60.10
04/11/2024	160358	Vault Health	Drug Testing	602-49586-3000	53.98
Total 602495863000:					3,482.08
04/11/2024	20240386	U.S. Bank - CC	Hotel for conference in St. Paul-Fischer	602-49586-3300	393.20
Total 602495863300:					393.20
04/11/2024	20240380	Pantheon Computer Systems Inc.	Maintenance Agreement	602-49586-4950	993.96
04/11/2024	20240380	Pantheon Computer Systems Inc.	Maintenance Agreement	602-49586-4950	371.80
Total 602495864950:					1,365.76
03/28/2024	160289	Empire Pipe Services Inc.	SW Sanitary Sewer Inspection	602-49593-5300	20,808.52
03/28/2024	20240340	Stantec Consulting Services Inc	Conagra Wastewater Expansion	602-49593-5300	5,111.00
03/28/2024	20240340	Stantec Consulting Services Inc	Hospital Sewershed Analysis	602-49593-5300	16,676.75
Total 602495935300:					42,596.27
03/28/2024	20240340	Stantec Consulting Services Inc	Lift Station Report-Nelson LS	602-49593-5400	2,540.50
Total 602495935400:					2,540.50
Total Sanitary Sewer:					96,091.02
<b>Electric Utility</b>					
03/28/2024	32425	MN Sales and Use Tax Payable	Sales and Use Tax	604-20210-0000	33,327.18 M
Total 604202100000:					33,327.18
04/11/2024	160339	Latham Place	Commercial Rebate	604-37180-3722	4,288.00
04/11/2024	160355	State Street Investments LLC	Commercial Lighting Rebate	604-37180-3722	1,416.68
04/11/2024	160360	Waseca County Treasurer	Commercial Rebate-East Annex Lighting	604-37180-3722	2,686.75
Total 604371803722:					8,391.43
04/11/2024	42415	SMMPA	SMMPA Power	604-49550-3810	425,655.47 M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495503810:					425,655.47
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	604-49570-1340	3.16
Total 604495701340:					3.16
04/11/2024	42414	City of Waseca	March Utilities	604-49570-3800	72.47 M
Total 604495703800:					72.47
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	604-49571-1340	74.86
Total 604495711340:					74.86
04/11/2024	160359	Waseca County Highway Department	Monthly billing	604-49571-2120	539.17
Total 604495712120:					539.17
03/28/2024	160280	Auto Value Waseca	Parts	604-49571-2170	27.98
03/28/2024	20240322	Bomgaars Supply	Parts & Supplies	604-49571-2170	68.94
04/11/2024	20240355	Border States Electric Supply	contactor	604-49571-2170	84.09
04/11/2024	20240373	Locators & Supplies Inc.	locate supplies	604-49571-2170	448.84
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	604-49571-2170	9.29
Total 604495712170:					639.14
04/11/2024	20240373	Locators & Supplies Inc.	leather gloves	604-49571-2180	167.76
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Morris	604-49571-2180	285.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Bartz	604-49571-2180	195.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Huebl	604-49571-2180	285.00
04/11/2024	20240379	Owatonna Shoe Company	Work Boot-Roessler	604-49571-2180	285.00
Total 604495712180:					1,217.76
04/11/2024	160334	Cooper Industries Inc	SCADA Software Maintenance	604-49571-3100	1,561.20
04/11/2024	20240365	Gopher State One-Call Inc	Location calls - March	604-49571-3100	20.25
03/28/2024	20240341	Stoltz Cleaning Services LLC	Electric room cleaning	604-49571-3100	20.00
04/11/2024	20240384	Stoltz Cleaning Services LLC	Electric Room Cleaning	604-49571-3100	20.00
04/11/2024	20240384	Stoltz Cleaning Services LLC	Electric room Cleanin	604-49571-3100	20.00
04/11/2024	20240384	Stoltz Cleaning Services LLC	Electric Room Cleaning	604-49571-3100	20.00
Total 604495713100:					1,661.45
04/11/2024	42413	Verizon Wireless	Monthly Billing	604-49571-3200	120.03 M
Total 604495713200:					120.03
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	604-49572-1340	7.38
Total 604495721340:					7.38
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	604-49573-1340	13.71
Total 604495731340:					13.71

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/11/2024	20240362	Fastenal Company	transformer bolts	604-49573-2170	683.00
Total 604495732170:					683.00
04/11/2024	20240360	Ditch Witch of Minnesota	drill rig supplies	604-49573-4000	1,288.60
04/11/2024	20240360	Ditch Witch of Minnesota	drill rig supplies	604-49573-4000	388.15-
Total 604495734000:					900.45
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	604-49574-1340	4.22
Total 604495741340:					4.22
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	604-49574-2230	19.99
Total 604495742230:					19.99
04/11/2024	42414	City of Waseca	March Utilities	604-49574-3800	225.26 M
03/28/2024	32430	Xcel Energy	monthly service	604-49574-3800	106.90- M
03/22/2024	160263	Xcel Energy	monthly service	604-49574-3800	106.90 V
03/28/2024	32430	Xcel Energy	Monthly Service	604-49574-3800	556.46 M
03/22/2024	160263	Xcel Energy	Monthly Service	604-49574-3800	556.46- V
Total 604495743800:					225.26
04/11/2024	42414	City of Waseca	March Utilities	604-49575-3800	693.79 M
Total 604495753800:					693.79
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	604-49584-1340	2.11
Total 604495841340:					2.11
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	604-49585-1340	29.89
Total 604495851340:					29.89
03/28/2024	160288	Consolidated Communications		604-49585-3200	69.23
03/28/2024	160288	Consolidated Communications		604-49585-3200	66.60
04/11/2024	20240376	MAS Communications Inc.	Answering service - April	604-49585-3200	56.37
03/28/2024	160308	U.S. Postal Service	Postage - April utility bills	604-49585-3200	551.94
Total 604495853200:					744.14
03/28/2024	20240335	Personalized Printing Inc.	Envelopes for utility bills	604-49585-3500	611.67
Total 604495853500:					611.67
03/28/2024	160287	City of Waseca	Summit AR	604-49585-4320	4.39
03/28/2024	160305	Summit Account Resolution	Collection Fees	604-49585-4320	155.40
Total 604495854320:					159.79
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	604-49586-1340	4.04
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	604-49586-1340	15.47

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495861340:					19.51
04/11/2024	20240354	Barr Engineering Company	Meter Engineering	604-49586-3000	1,245.00
03/28/2024	160310	Vault Health	Random Testing	604-49586-3000	60.10
Total 604495863000:					1,305.10
03/28/2024	160301	Shred-it USA LLC	Monthly Shred	604-49586-3100	22.76
Total 604495863100:					22.76
04/11/2024	20240377	MN Municipal Utilities Association	MMUA Dues Qtr 1	604-49586-4330	3,041.50
Total 604495864330:					3,041.50
04/11/2024	20240380	Pantheon Computer Systems Inc.	Maintenance Agreement	604-49586-4950	993.96
04/11/2024	20240380	Pantheon Computer Systems Inc.	Maintenance Agreement	604-49586-4950	371.80
Total 604495864950:					1,365.76
04/11/2024	20240355	Border States Electric Supply	conversion supplies	604-49593-5300	1,763.02
03/28/2024	160289	Empire Pipe Services Inc.	SW Sanitary Sewer Inspection	604-49593-5300	20,808.53
Total 604495935300:					22,571.55
03/28/2024	20240323	Border States Electric Supply	LCR supplies	604-49593-5400	123.50
04/11/2024	20240355	Border States Electric Supply	LCR supplies	604-49593-5400	701.13
04/11/2024	20240362	Fastenal Company	LCR supplies	604-49593-5400	400.00
Total 604495935400:					1,224.63
Total Electric Utility:					505,348.33
<b>Storm Water Utility</b>					
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	651-43140-1340	3.11
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	651-43140-1340	16.59
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	651-43140-1340	.89
Total 651431401340:					20.59
04/11/2024	42414	City of Waseca	March Utilities	651-43140-3800	253.44 M
Total 651431403800:					253.44
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	651-49585-1340	3.32
Total 651495851340:					3.32
Total Storm Water Utility:					277.35
<b>Central Garage Services</b>					
04/04/2024	160316	Madison National Life Insurance Co Inc	April 2024 LTD	701-43180-1340	59.17
Total 701431801340:					59.17

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/11/2024	20240367	Huber Supply Co Inc	tank rental	701-43180-2170	17.05
03/28/2024	20240331	IFACS	shop supplies	701-43180-2170	36.61
04/11/2024	20240368	IFACS	shop supplies	701-43180-2170	87.30
03/28/2024	20240342	Texas Refinery Corp.	Tube Grease	701-43180-2170	572.50
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	701-43180-2170	13.79
Total 701431802170:					727.25
04/11/2024	20240351	ABM Equipment LLC	Reel Swivels	701-43180-2210	454.63
03/28/2024	20240321	Amazon	fuel filter inventory(JD)	701-43180-2210	97.50
03/28/2024	20240321	Amazon	waterpark mower spindle	701-43180-2210	37.64
03/28/2024	20240321	Amazon	storage box for loader	701-43180-2210	78.93
04/11/2024	20240352	Amazon	Door Shock	701-43180-2210	20.15
03/28/2024	160280	Auto Value Waseca	Parts	701-43180-2210	44.11
03/28/2024	20240322	Bomgaars Supply	Parts & Supplies	701-43180-2210	22.77
03/28/2024	160282	Born Well Drilling Inc.	Water Valve shut off	701-43180-2210	183.00
04/11/2024	160336	Environmental Products & Access LLC	hose for ditch witch vac	701-43180-2210	910.98
04/11/2024	160336	Environmental Products & Access LLC	4" coupler and gasket	701-43180-2210	74.68
03/28/2024	160292	Flexible Pipe Tool & Equipment	Ceramic nozzle	701-43180-2210	384.20
04/11/2024	20240368	IFACS	bobcat parts	701-43180-2210	3.96
03/28/2024	160299	QC Supply	Water shut off valve project	701-43180-2210	121.18
03/28/2024	160299	QC Supply	Water valve shut off project	701-43180-2210	253.66
03/28/2024	160299	QC Supply	Water shut off valve project	701-43180-2210	91.39
03/28/2024	160299	QC Supply	Water shut off Valve	701-43180-2210	507.84
04/11/2024	20240383	Sanco Equipment LLC	Replacement parts #124-21	701-43180-2210	432.11
03/28/2024	20240338	Sanco Equipment LLC	cab glass door frame	701-43180-2210	287.12
04/11/2024	20240383	Sanco Equipment LLC	Snow plow parts	701-43180-2210	624.32
03/28/2024	20240345	Trenchers Plus Inc.	ring-o-matic parts	701-43180-2210	306.90
03/28/2024	20240345	Trenchers Plus Inc.	ring-o-matic parts	701-43180-2210	162.36
03/28/2024	20240347	Waseca Glass LLC	Kubota ATU Doorshock ends	701-43180-2210	21.92
04/11/2024	20240390	Waseca Hardware LLC	Parts & Supplies	701-43180-2210	29.99
03/28/2024	20240349	Ziegler Inc	roller scraper matts	701-43180-2210	133.84
04/11/2024	20240393	Ziegler Inc	generator batteries	701-43180-2210	1,437.28
Total 701431802210:					6,722.46
04/11/2024	20240386	U.S. Bank - CC	Monthly scan tool fee	701-43180-3100	161.66
Total 701431803100:					161.66
03/28/2024	20240325	Christensen Tire Service	#2113-Mount tires, alignment and rear brakes	701-43180-4000	617.40
03/28/2024	20240325	Christensen Tire Service	Tire mount and alignment #2158	701-43180-4000	367.15
Total 701431804000:					984.55
Total Central Garage Services:					8,655.09
<b>Property and Liability Insuran</b>					
04/11/2024	20240363	First National Insurance	Agency Fee	702-49955-3000	800.00
Total 702499553000:					800.00
03/28/2024	160296	League of MN Cities Insurance Trust	1st half liability insurance	702-49955-3610	25,368.00
Total 702499553610:					25,368.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
03/28/2024	160296	League of MN Cities Insurance Trust	1st half Property insurance	702-49955-3620	47,112.00
Total 702499553620:					47,112.00
Total Property and Liability Insuran:					73,280.00
<b>Worker's Compensation Insuranc</b>					
04/11/2024	160340	League of MN Cities Insurance Trust	2nd Qtr Work Comp	703-49956-1510	84,377.00
Total 703499561510:					84,377.00
Total Worker's Compensation Insuranc:					84,377.00
<b>Equipment Replacement Fund</b>					
04/11/2024	20240353	Applied Concepts Inc	New squad expense	705-49920-5400	373.95
04/11/2024	20240361	Emergency Automotive Technologies Inc.	new squad expense	705-49920-5400	71.71
04/11/2024	20240361	Emergency Automotive Technologies Inc.	new squad expense	705-49920-5400	96.67
04/11/2024	20240371	L & L Street Rod & Sports Truck LLC	Squad 2434 setup	705-49920-5400	10,494.04
Total 705499205400:					11,036.37
Total Equipment Replacement Fund:					11,036.37
Grand Totals:					1,454,796.89

Report Criteria:  
 Report type: GL detail  
 [Report].Amount = {<>} 0

<b>Title:</b>	Approve Residential Tax Abatement for 512 14 <sup>th</sup> Street NW (PID 17.710.0190)		
<b>Meeting Date:</b>	April 16, 2024	<b>Agenda Item Number:</b>	<b>6C</b>
<b>Action:</b>	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE	<b>Supporting Documents:</b>	<ul style="list-style-type: none"> <li>• Res. 24-23</li> <li>• Residential Tax Abatement Agreement</li> </ul>
<b>Originating Department:</b>	Economic Development	<b>Presented By:</b>	Consent Agenda
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> Motion to Approve Residential Tax Abatement for 512 14 <sup>th</sup> Street NW		

**BACKGROUND:**

City Council has already authorized this parcel as eligible for tax abatement through Resolution 17-40.

**BUDGET IMPACT:**

The residential tax abatement requested is 75% of the portion of the City’s share of ad valorem property taxes for a period of six years on the qualifying parcel derived from the value of the residential structure for which the City issues a building permit and paid by the property owner. The total abatement amount for any single qualifying parcel is not to exceed \$20,458.85, for a maximum total abatement of City-imposed property taxes not to exceed \$3,409.81. The abatements will apply to the City’s share of ad valorem property taxes on the qualifying parcels derived from the value of the residential structure for which the City issues a building permit and paid by the record owners of such qualifying parcels.

**ALTERNATIVES CONSIDERED:**

None. The City Council has already deemed this lot as eligible and approved for the Residential Tax Abatement program by Resolution 17-40.

**RECOMMENDATION:**

Staff recommends approval of Resolution 24-23 and the Residential Tax Abatement Agreement for 512 14<sup>th</sup> Street NW.

**RESOLUTION NO. 24-23**

**A RESOLUTION OF CITY OF WASECA, MINNESOTA  
APPROVING A RESIDENTIAL PROPERTY TAX ABATEMENT PROGRAM**

**WHEREAS**, the City Council of the City of Waseca (“City Council”) has approved a Tax Abatement Housing Program to encourage housing development within the City and has asked Waseca County to approve a tax abatement to augment the City program; and

**WHEREAS**, the City of Waseca desires to encourage, promote, and facilitate residential development on vacant residential lots located within the City of Waseca (“City”) and has adopted a Residential Tax Abatement, a true and correct copy is on file at the offices of the City Manager, pursuant to which the City intends to offer abatement of City-imposed property taxes on qualifying residential properties in the City for which building permits for single-family residential structures are applied for and issued by the City on or before December 31, 2024; and

**WHEREAS**, the parcels of real property for which abatements of City of Waseca-imposed property taxes are conditionally approved herein are identified and legally described in Resolution 17-40, Appendix A (the “eligible parcels”), and generally consist of every current vacant, unimproved parcel of property in a residential zoning district in the City of Waseca that are served by municipal infrastructure including central water and sanitary sewer service; and

**WHEREAS**, the City will use tax abatement for the purposes provided for in the Abatement Law and the City’s approved Tax Abatement to match the proposed term of the abatements for each eligible property that satisfies the conditions for abatement established herein (“the qualifying parcels described in Resolution 17-40) and

**WHEREAS**, the City proposes to use tax abatement for the purposes provided for in the Abatement Law and the Abatement Policy (and hereinafter defined). The proposed term of the abatements for each eligible property that satisfies the conditions for abatement established herein (“the qualifying parcels”) will be for a term not to exceed six years, with the City abating 75 percent of the portion of the City’s share of ad valorem property taxes on the qualifying parcel derived from the value of the residential structure for which the City issues a building permit and paid by the property owner. The total abatement amount for any single qualifying parcel is not to exceed \$20,458.85, for a maximum total abatement of City-imposed property taxes not to exceed \$3,409.81 per year. The abatements will apply to the City’s share of ad valorem property taxes on the qualifying parcels derived from the value of the residential structure for which the City issues a building permit and paid by the record owners of such qualifying parcels (the “abatements”); and

**WHEREAS**, on December 20, 2016, the Council held a public hearing on the question of the abatements, with proper notice being duly given and published in advance; and

**WHEREAS**, the Abatements are authorized under Minnesota Statutes, Section 469.1812 through 469.1815 (the “Abatement Law”).

**NOW, THEREFORE, BE IT RESOLVED** that the City Council approve the Tax Abatement Applications substantially in the form as presented, submitted by Braden Anderson and Haley Stern (512 14<sup>th</sup> Street NW) Parcel ID #17.710.0190.

Adopted this 16<sup>th</sup> day of April 2024.

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RANDY L. ZIMMERMAN  
MAYOR

ATTEST:

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JULIA HALL  
CITY CLERK

(Do not write in the space above. Reserved for recording/transfer data)

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RESIDENTIAL TAX ABATEMENT AGREEMENT

BY AND BETWEEN

CITY OF WASECA, MINNESOTA AND

AND

BRADEN ANDERSON AND HALEY STERN

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## RESIDENTIAL TAX ABATEMENT AGREEMENT

THIS AGREEMENT, made as of the 16th day of April, 2024, by and among the City of Waseca, Minnesota, a Minnesota municipal corporation (the “City”) and Braden Anderson and Haley Stern, as joint tenants (the “Developer”),

WITNESSETH:

WHEREAS, following notice and a public hearing, the Waseca City Council adopted Resolution No. 16-56 on December 20, 2016 (the “City Abatement Resolution”), and thereby approved a program (the “City Abatement Program”) to encourage residential development on vacant residential lots in the City by providing abatement of the City’s share of ad valorem property taxes on qualifying parcels derived from the value of the residential structure for which the City issues a building permit and paid by the record owner(s) of such qualifying parcels in accordance with the referenced City Abatement Resolution, State law and the terms of the City’s Residential Tax Abatement Policy (attached to the City Abatement Resolution as Appendix A); and

WHEREAS, Developer has been approved for a building permit for a single-family residential structure located at 512 14<sup>th</sup> Street NW in the City (Parcel No. 17.710.0190) (the “Property”), and the City has determined that the Property has qualified for tax abatement pursuant to the City’s Residential Tax Abatement Policy; and

WHEREAS, the City has approved abatement of the increased portion of the City’s share of ad valorem property taxes on the Property derived from the value of the residential development of the Property for a period not to exceed Six years, specifically with respect to the payable 2025 through 2030 property taxes, in a total amount not to exceed \$20,458.85 and

WHEREAS, the City believes that the development of the Property and fulfillment of this Agreement are in the best interests of the City, will contribute to the growth and modernization the housing options in the City, and increase the tax base in the City, and are in accordance with the public purpose and provisions of the applicable state and local laws and requirements under which the Property will be developed and is being assisted; and

WHEREAS, the requirements of the Business Subsidy Law, Minnesota Statutes, Section 116J.993 through 116J.995, do not apply to this Agreement; and

WHEREAS, the City believes that the Project will meet the conditions of the Tax Abatement Act and Tax Abatement Program in that: (a) the City expects the benefits to the City from this Agreement to equal or exceed the costs to the City of this Agreement; and (b) the City finds that granting the Tax Abatement is in the public interest because it will increase or preserve the City’s tax base, provide employment opportunities in the City, and increase the housing opportunities available in the City; and

WHEREAS, the Developer and the City desire to enter into this Agreement in satisfaction of applicable requirements of the City, and to set out the undertakings and obligations of each party from this point forward with respect to the development of the Property.

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

ARTICLE I

DEFINITIONS

Section 1.1 Definitions. All capitalized terms used and not otherwise defined herein shall have the following meanings unless a different meaning clearly appears from the context:

Abatement Program means the program to encourage residential development on vacant residential lots in the City by providing the City Tax Abatements in accordance with the referenced City Abatement Resolution, State law and the terms of the City's Residential Tax Abatement Policy;

Abatement Resolution means Resolution No. 16-56 on December 20, 2016, together with the Residential Tax Abatement Policy attached thereto as Appendix A;

Agreement means this Agreement, as the same may be from time to time modified, amended or supplemented;

Business Day means any day except a Saturday, Sunday or a legal holiday or a day on which banking institutions in the City are authorized by law or executive order to close;

City means the City of Waseca, Minnesota;

Code means the City's Code of Ordinances;

Developer means Braden Anderson and Haley Stern as joint tenants, and their heirs, successors and assigns;

Event of Default means any of the events described in Section 4.1;

Project means the construction of a single family residential structure by the Developer on the Property;

Project Improvements means each and all of the improvements to be performed and/or constructed on the Property as part of the Project, pursuant to the Project Plans reviewed and approved by the City and for which the City issues a building permit. The timing of Developer's construction of the Project is described in more detail in remaining portions of this Agreement. All Project Improvements shall be completed to City specifications as provided in the Project Plans, this Agreement, and the Code;

Project Plans means all submissions required by the City Ordinances, or this Agreement with respect to the Project and all plans, drawings, plats and related documents for the construction of the Project, approved by the City and Developer, irrespective of whether the Developer's and/or the City's final approval of any such documents occurs before or after the execution and delivery of this Agreement;

Property means the real property legally described on Exhibit A, attached hereto;

State means the State of Minnesota;

Tax Abatement Act means Minnesota Statutes, Sections 469.1812 through 469.1815;

Tax Abatement Program means the Residential Tax Abatement Policy approved in the Abatement Resolutions, pursuant to Minnesota Statutes, Section 469.1812 through 469.1815, as amended; and

Tax Abatements means the City's reimbursement to the Developer of the City's share of ad valorem property taxes on the Property derived from the value of the residential development of the Property and paid by the Developer for a period not to exceed Six years, specifically with respect to the payable 2025 through 2030 property taxes, in a total amount not to exceed \$20,458.85, pursuant to the specific provisions of Section 3.8;

## ARTICLE II

### REPRESENTATIONS AND WARRANTIES

Section 2.1 Representations and Warranties of the City. The City makes the following representations and warranties:

- (1) The City is a municipal corporation organized under the laws of the State and has the power to enter into this Agreement and carry out its obligations hereunder.
- (2) The City Abatement Program was created, adopted and approved in accordance with the terms of the Tax Abatement Act.
- (3) The City has made the findings required by the Tax Abatement Act for the Tax Abatement Program.
- (4) This Agreement has been duly approved by the City Council of the City and the execution and delivery of this Agreement has been authorized by such City Council.

Section 2.2 Representations and Warranties of the Developer. The Developer makes the following representations and warranties:

- (1) The Developer are two single persons who took title as joint tenants and residents of the State and have the power to enter into the Agreement and to perform its obligations hereunder and is not in violation of any local, state or federal laws.
- (2) The Developer will cause the Project to be constructed in accordance with the terms of the Agreement, the Project Plans, and all local, state, and federal laws and regulations (including, but not limited to, environmental, zoning, energy conservation, building code and public health laws and regulations, City Policy and Code).
- (3) The Developer will obtain or cause to be obtained, in a timely manner, all required permits, licenses and approvals, and will meet, in a timely manner, all requirements of all applicable local, state, and federal laws and regulations which must be obtained or met before the Project may be lawfully constructed. Without in any way limiting the foregoing, the

Developer will request and seek to obtain from the City, if necessary, such approvals, variances, conditional use permits, zoning changes and other required City approvals as may be applicable.

(4) The Project will, as of the date it is completed and subject to the issuance of City approvals as herein contemplated, contain only uses permitted under the Code.

(5) The Project would not be undertaken by the Developer, and in the opinion of the Developer would not be economically feasible within the reasonably foreseeable future, without the assistance and benefit to the Developer provided for in this Agreement.

(6) Neither the execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this Agreement is prevented, limited by or conflicts with or results in a breach of, the terms, conditions or provision of any contractual restriction, evidence of indebtedness, agreement or instrument of whatever nature to which the Developer is now a party or by which it is bound, or constitutes a default under any of the foregoing.

(7) The Developer will cooperate fully with the City with respect to any litigation commenced with respect to the project, but only to the extent that the City and the Developer are not adverse parties to the litigation.

(8) The Developer will cooperate fully with the City in resolution of any traffic, drainage, utility, parking, trash removal or public safety problems which may arise in connection with the construction and operation of the Project.

### ARTICLE III

#### UNDERTAKINGS BY DEVELOPER AND CITY

##### Section 3.1 Construction of Project and Reimbursement of Cost.

(1) The costs of the construction of the Project shall be paid by the Developer. The Developer will construct the Project in a good and workmanlike manner in accordance with the Project Plans and at all times prior to the termination of this Agreement will operate and maintain, preserve and keep the Project or cause the Project to be maintained, preserved and kept with the appurtenances and every part and parcel thereof, in good repair and condition.

(2) Upon completion of the Project, the City shall partially reimburse the Developer for the costs of the Project pursuant to the Abatement Program as provided in Section 3.8.

Section 3.2 Limitations on Undertaking of the City. Notwithstanding the provisions of Sections 3.1, the City shall have no obligation to reimburse the Developer for the costs of the Project, if the City, at the time or times such payment is to be made, is entitled under Section 4.2 to exercise any of the remedies set forth therein as a result of an Event of Default which has not cured.

##### Section 3.3 Commencement and Completion of Construction.

The Developer shall complete the Project within twelve months of the issuance of the building permit for the Project. All Project Improvements to be constructed or provided by the

Developer shall be in conformity with the Project Plans as submitted by the Developer and approved by the City.

Nothing in this Agreement shall be deemed to impair or limit any of the City's rights or responsibilities under its zoning laws or construction permit processes.

Section 3.4 Damage and Destruction. In the event of damage or destruction of the Project the Developer shall repair or rebuild the Project.

Section 3.5 No Change in Use of Project. The City's obligations pursuant to this Agreement shall be subject to the continued operation of the Project by the Developer.

Section 3.6 Prohibition Against Transfer of Project and Assignment of Agreement. The Developer represents and agrees that prior to the termination date of this Agreement the Developer shall not transfer the Project or any part thereof or any interest therein, without the prior written approval of the City. The City shall be entitled to require as conditions to any such approval that;

(1) Any proposed transferee shall have the qualifications and financial responsibility, in the reasonable judgment of the City, necessary and adequate to fulfill the obligations undertaken in this Agreement by the Developer.

(2) Any proposed transferee, by instrument in writing satisfactory to the City shall, for itself and its successors and assigns, and expressly for the benefit of the City, have expressly assumed all of the obligations of the Developer under this Agreement and agreed to be subject to all the conditions and restrictions to which the Developer is subject.

(3) There shall be submitted to the City for review and prior written approval all instruments and other legal documents involved in effecting the transfer of any interest in this Agreement or the Project.

Section 3.7 Real Property Taxes. The Developer acknowledges that it is obligated under law to pay all real property taxes and special assessments payable with respect to all parts of the Property acquired and owned by it which are payable pursuant to this Agreement, State law and any other statutory or contractual duty that shall accrue subsequent to the date of its acquisition of title to the Property (or part thereof) and until title to the property is vested in another person. The Developer agrees that for tax assessments so long as this Agreement remains in effect:

(1) It will not seek administrative review or judicial review of the applicability of any tax statute relating to the ad valorem property taxation of real property contained on the Property determined by any tax official to be applicable to the Project or the Developer or raise the inapplicability of any such tax statute as a defense in any proceedings with respect to the Property, including delinquent tax proceedings; provided, however, "tax statute" does not include any local ordinance or resolution levying a tax;

(2) It will not seek administrative review or judicial review of the constitutionality of any tax statute relating to the taxation of real property contained on the Property determined by any tax official to be applicable to the Project or the Developer or raise the unconstitutionality of any such tax statute as a defense in any proceeding, including delinquent tax proceeding with respect to the Property; provided, however, "tax statute" does not include any local ordinance or resolution levying a tax;

(3) It will not seek any tax deferral or abatement, either presently or prospectively authorized under Minnesota Statutes, Section 469.181, or any other State or federal law, of the ad valorem property taxation of the Property so long as this Agreement remains in effect.

Section 3.8 Tax Abatements.

(1) The Tax Abatements paid to the Developer shall be in accordance with and subject to the terms and conditions contained in the Abatement Resolution and the Tax Abatement Act.

(2) The Tax Abatement shall be for a duration not to exceed Six years and shall apply to the City's share of ad valorem property taxes on the Property derived from the value of the residential development of the Property and paid by the Developer, beginning with taxes payable in 2025 and continuing through taxes payable in 2030, in the lesser amount annually of \$3,409.81 or 75 percent of the City's share of ad valorem property taxes on the Property derived from the value of the residential development of the Property for that year.

(3) On or before January 1 and July 1 each year commencing July 1, 2025 and including January 1, 2031, the Developer shall invoice the City in the amount of the City's portion of ad valorem property taxes on the Property paid by Developer in the previous six-month period to which the Developer is entitled to reimbursement under this Section. On or before February 1 and August 1 each year commencing August 1, 2025 and including February 1, 2031 the City shall pay the Developer the amount of the Tax Abatements received by the City in the previous six-month period.

(4) In order to be entitled to the City Tax Abatements provided for in this Agreement, the Developer shall not be in default within the City of any of its payment obligations respecting any taxes, assessments, utility charges or other governmental impositions. Notwithstanding the other provisions of this Article, the City shall not have any obligation to the Developer with respect to the Abatement of taxes hereunder if the City, at the time or times such obligation is required, is entitled to exercise any of the remedies set forth in this Agreement as a result of an Event of Default, which has not been cured.

## ARTICLE IV

### EVENTS OF DEFAULT

Section 4.1 Events of Default Defined. The following shall be "Events of Default" under this Agreement and the term "Event of Default" shall mean whenever it is used in this Agreement any one or more of the following events:

(1) Failure by the Developer to timely pay when due the payments required to be paid or secured under any provision of this Agreement or which are otherwise required, including the payment of any ad valorem real property taxes, special assessments, utility charges or other governmental impositions with respect to the Property, the Project or any portion thereof.

(2) Failure by the Developer to cause the construction of the Project to be completed pursuant to the terms, conditions and limitations of this Agreement.

(3) Failure by the Developer to observe or perform any other covenant, condition, obligation or agreement on its part to be observed or performed under the Agreement.

(4) If Developer admits in writing of its inability to pay its debts generally as they become due, or shall file or be involuntarily named as a debtor in a petition in bankruptcy, or shall make an assignment for the benefit of creditors, or shall consent to the appointment of a receiver of itself or of the whole or any substantial part of the Property.

(5) If the Developer, on a petition in bankruptcy filed against it, be adjudicated bankrupt, or a court of competent jurisdiction shall enter an order or decree appointing, without the consent of the Developer, a receiver of the Developer or of the whole or substantially all of its property, or approve a petition filed against the Developer seeking reorganization or rearrangement of the Developer under the federal bankruptcy laws, and such adjudication, order or decree shall not be vacated or set aside or stayed within sixty (60) days from the date of entry thereof.

(6) If the Developer is in default under any mortgage and has not entered into a workout agreement with the Mortgagee within sixty (60) days after such default

Section 4.2 Remedies on Default. Whenever any Event of Default referred to in Section 4.1 occurs and is continuing, the City, as specified below, in addition to any other remedies or rights given the City under this Agreement, after the giving of thirty (30) days' written notice to the Developer citing with specificity the item or items of default and notifying the Developer that it has thirty (30) days within which to cure said Event of Default, may take any one or more of the following actions:

(1) The City may suspend its performance under this Agreement, including the payment of any Tax Abatement, until it receives assurances from the Developer, deemed adequate by the City, that the Developer will cure its default and continue its performance under this Agreement.

(2) The City may cancel and rescind the Agreement and reassess any ad valorem property taxes previously abated in proportion to the Developer's failure to construct or install the Project Improvements against the Developer in the manner of a special assessment.

(3) The City may take any action, including legal or administrative action, in law or equity, which may appear necessary or desirable to collect any payments due under this Agreement, or to enforce performance and observance of any obligation, agreement, or covenant of the Developer under this Agreement; provided that any exercise by the City of its rights or remedies hereunder shall always be subject to and limited by, and shall not defeat, render invalid or limit in any way the lien of any mortgage authorized by this Agreement; and provided further that should any Mortgagee succeed by foreclosure of the mortgage or deed in lieu thereof in respect to the Developer's interest in the Property, the Mortgagee shall, notwithstanding the foregoing, be obligated to perform the obligations of the Developer to complete construction of the Project described and in the manner required hereunder, but only to the extent that the same have not theretofore been performed by the Developer.

(4) The City may withhold any certificate or permit required hereunder.

The notice of an Event of Default required in this Section shall be effective on the date mailed or hand delivered to the Developer.

Section 4.3 No Remedy Exclusive. No remedy herein conferred upon or reserved to the City is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. Except as expressly set forth herein, it shall not be necessary to give notice to exercise a remedy, other than such notice as may be required in this Article.

Section 4.4 No Implied Waiver. In the event any agreement contained in this Agreement should be breached by any party hereto and thereafter waived by another party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.

Section 4.5 Agreement to Pay Attorneys' Fees and Expenses. Whenever any Event of Default occurs and the City shall employ attorneys or incur other expenses for the collection of payments due or to become due or for the enforcement or performance or observance of any obligation or agreement on the part of the Developer herein contained, the Developer agrees that it shall, on demand therefore, pay to the City the reasonable fees of such attorneys and such other expenses so incurred by the City.

Section 4.6 Release and Indemnification Covenants.

(1) The Developer expressly releases from and covenants and agrees to indemnify and hold the City and its officers, agents, servants, employees and all members of the City Council, its planning commission and other boards or commissions harmless from and against all claims, costs and liability of every kind and nature, for injury or damage received or sustained by any person or entity in connection with, or an account of the Project, the Property, or the performance of work at the development site and elsewhere pursuant to this Agreement, and further releases such officers employees, agents and members from any personal liability in connection with handling funds pursuant to the terms of this Agreement. The indemnification provided hereunder shall not apply to intentional acts or the gross misconduct of the individual or entity so indemnified.

(2) Except for any willful misrepresentation or any willful or wanton misconduct of the following named parties, the Developer agrees to protect and defend the City and its officers, agents, servants and employees and all members of the City Council, its planning commission and other boards or commissions, now or forever, and further agrees to hold the aforesaid harmless from any claim, demand, action or other proceeding whatsoever by any person or entity whatsoever arising or purportedly arising from a breach of the obligations of the Developer under this Agreement, or the transactions contemplated hereby or the acquisition, construction, installation, ownership, maintenance and operation of the Project.

(3) The City and its officers, agents, employees and all members of the City Council, its planning commission and other boards or commissions shall not be liable for any damages or injury to the persons or property of the Developer or its officers, agents, servants or employees or any other person who may be about the Project due to any act of negligence of any person.

(4) All covenants, stipulations, promises, agreements and obligations of the City contained herein shall be deemed to be the covenants, stipulations, promises, agreements and obligations of the City and not of any officer, agent, servant, employee or any members of the City Council, its planning commission and other boards or commissions of the City in the individual capacity thereof.

(5) The Developer is not an agent of the City and this Agreement shall not be construed as creating a joint venture, partnership or other joint arrangement between the Developer and the City relating to the Project.

## ARTICLE V

### ADDITIONAL PROVISIONS

Section 5.1 Conflicts of Interest/No Personal Liability. No member of the governing body of the City shall have any personal interest, direct or indirect, in this Agreement, nor shall any such member or any other official or employee of the City participate in any decision relating to the Agreement which affects his or her personal interests or the interests of any corporation, partnership or association in which he or she is directly or indirectly interested. No member, official or employee of the City shall be personally liable to the Developer in the event of any default or breach by the City or for any amount that may become due to the Developer for any obligations under the terms of this Agreement.

Section 5.2. Non-Discrimination. Developer shall not violate any law applicable to it with respect to civil rights and non-discrimination including, without limitation, Minnesota Statutes, Section 181.59.

Section 5.3. No Merger. None of the provisions of this Agreement are intended to be or shall be merged by reason of any deed transferring any interest in any part of the Property and any such deed shall not be deemed to affect or impair the provisions of this Agreement.

Section 5.4. Cleanup. The Developer shall promptly clear or cause to be cleared from the Property and any public streets or property, any soil, earth or debris or unnecessary personal property or equipment resulting from construction work by the Developer or its agents or assigns. If Developer fails to do so within two (2) business days of receipt of telephone or personally delivered personal notice from the City, the City shall be entitled to undertake such corrective action as it deems necessary and to charge the Developer for the cost of such corrective action. This remedy is in addition to any other remedy available to the City hereunder. Developer's failure to pay such charges when billed by the City shall be an additional Event of Default under this Agreement.

Section 5.5. Responsibility for Costs. Developer shall be responsible for the following costs incurred with respect to this Agreement, which costs shall be paid as set forth below:

(1) The Developer shall reimburse the City for reasonable, administrative, and out-of-pocket costs, expenses and disbursements incurred in the enforcement of this Agreement, including engineering and attorney's fees.

(2) The Developer shall pay in full all bills submitted to it by the City within thirty (30) days after receipt. If the bills are not paid on time, the City may without further notice to Developer exercise any one or more of the remedies provided to the City by Article 5 hereunder.

Section 5.6 Notices and Demands. Except as otherwise expressly provided in this Agreement, a notice, demand or other communication under this Agreement by any party to any other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, and

(1) in the case of the Developer is addressed to or delivered personally to:

Braden Anderson and Haley Stern  
512 14<sup>th</sup> Street NW  
Waseca, MN 56093

(2) in the case of the City is addressed to or delivered personally to:

City Manager  
City of Waseca  
508 South State Street  
Waseca, MN 56093

or at such other address with respect to any such party as that party may, from time to time, designate in writing and forward to the other, as provided in this Section.

Section 5.7 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

Section 5.8 Duration. This Agreement shall remain in effect through February 1, 2031, unless earlier terminated or rescinded in accordance with its terms.

Section 5.9 Provisions Surviving Rescission or Expiration. Sections 4.5 and 4.6 shall survive any rescission, termination or expiration of this Agreement with respect to or arising out of any event, occurrence or circumstance existing prior to the date thereof.

Section 5.10 Records—Availability and Retention. Pursuant to Minn. Stat. § 16C.05, subd. 5, the Developer agrees that the City, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Developer and involve transactions relating to this Agreement. The Developer agrees to maintain these records for a period of six years from the date of termination of this Agreement.

Section 5.11 Data Practices. The parties acknowledge that this Agreement is subject to the requirements of Minnesota's Government Data Practices Act, Minnesota Statutes, Section 13.01 *et seq.*

Section 5.12. Rules of Interpretation.

(1) Governing Law. This Agreement shall be interpreted in accordance with and governed by the laws of the State of Minnesota,

(2) Includes Entire Agreement. The words "herein" and "hereof" and words of similar import, without reference to any particular section or subdivision refer to this Agreement as a whole rather than any particular section or subdivision hereof.

(3) Original Sections. References herein to any particular article, section or paragraph hereof are to the section or subdivision of this Agreement as originally executed.

(4) Headings. Any headings, captions, or titles of the several parts, articles, sections, and paragraphs of this Agreement are inserted for convenience and reference only and shall be disregarded in construing or interpreting any of its provision.

(5) Conflict Between Agreements. In the event of any conflict between the terms, conditions and provisions of this Agreement and the terms, conditions and provisions of any other instrument, the terms, conditions and provisions of this Agreement shall control and take precedence.

(6) Entire Agreement. This Agreement including any Schedules and Exhibits hereto contain the entire agreement of the parties relating to the subject matter herein, and no other prior or contemporary agreements, oral or written, shall be binding upon the parties hereto.

(7) Binding Effect. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns as provided and as conditioned in this Agreement.

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Exhibit A  
Legal Description of Property

Parcel # 177100190

Lot 2 Block 3  
Woodville Meadows

AKA  
512 14<sup>th</sup> Street NW, Waseca, MN

<b>Title:</b>	RESOLUTION NO. 24-25: REPORT OF BIDS AND AWARDING THE CONTRACT FOR THE 2024 SIDEWALK IMPROVEMENTS PROJECT (CITY PROJECT NO. 2024-04)		
<b>Meeting Date:</b>	April 16, 2024	<b>Agenda Item Number:</b>	<b>6D</b>
<b>Action:</b>	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE	<b>Supporting Documents:</b>	<ul style="list-style-type: none"> <li>• Resolution No. 24-25</li> <li>• Bid Tabulation</li> </ul>
<b>Originating Department:</b>	Engineering	<b>Presented By:</b>	Consent Agenda
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>			

**BACKGROUND:** On April 11<sup>th</sup>, a total of two (2) bids were received for the 2024 Sidewalk Improvements Project (City Project No. 2024-04) with the lowest responsible bid from Steve James Excavating Inc. in the amount of \$137,894.05.

**BUDGET IMPACT:** The low bid is \$7,987.95, below the engineer’s estimate of \$145,882. A total of \$150,000 in Street Capital (\$75,000 for sidewalk improvements and \$75,000 for brick paver replacement) was budgeted in the 2024 Capital Improvement Plan (CIP) for this project. City staff completed project design and will also perform project inspection.

**RECOMMENDATION:** Staff recommends the City Council adopt Resolution No. 24-25 reporting the bids and authorizing the City Manager, or designee, to award the contract for the 2024 Sidewalk Improvements Project (City Project No. 2024-04) to Steve James Excavating Inc. in the amount of \$137,894.05.

**RESOLUTION NO. 24-25**

**REPORT OF BIDS AND AWARDING THE CONTRACT FOR THE  
2024 SIDEWALK IMPROVEMENTS PROJECT  
(CITY PROJECT NO. 2024-04)**

**WHEREAS**, bids for construction of the 2024 Sidewalk Improvements Project were received and tabulated, and;

**WHEREAS**, the lowest responsible bid was from Steve James Excavating Inc. of Owatonna, Minnesota in the amount of \$137,894.05.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Waseca that the City Manager, or designee, is hereby authorized and directed to enter into a contract with said bidder for the construction of the 2024 Sidewalk Improvements Project.

Adopted this 16<sup>th</sup> day of April 2024.

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RANDY L. ZIMMERMAN  
MAYOR

ATTEST:

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JULIA HALL  
CITY CLERK

ITEM NO.	ITEM DESCRIPTIONS	UNITS	ESTIMATED QUANTITIES	ENGINEER'S ESTIMATE		STEVE JAMES EXCAVATING INC.		NIELSEN BLACKTOPPING & CONCRETE INC.	
				UNIT PRICES	ITEM TOTALS	UNIT PRICES	ITEM TOTALS	UNIT PRICES	ITEM TOTALS
1	MOBILIZATION	LS	1	\$10,000.00	\$10,000.00	\$8,500.00	\$8,500.00	\$25,000.00	\$25,000.00
2	REMOVE CURB & GUTTER	LF	432	\$10.00	\$4,320.00	\$10.00	\$4,320.00	\$15.00	\$6,480.00
3	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	513	\$5.00	\$2,565.00	\$3.00	\$1,539.00	\$5.00	\$2,565.00
4	REMOVE BITUMINOUS PAVEMENT	SY	152	\$10.00	\$1,520.00	\$10.00	\$1,520.00	\$15.00	\$2,280.00
5	REMOVE CONCRETE WALK	SF	1275	\$3.00	\$3,825.00	\$7.00	\$8,925.00	\$3.00	\$3,825.00
6	REMOVE CONCRETE WALK AND DECORATIVE BRICK	SF	2352	\$6.00	\$14,112.00	\$7.00	\$16,464.00	\$5.00	\$11,760.00
7	ADJUST CURB STOP	EA	8	\$200.00	\$1,600.00	\$150.00	\$1,200.00	\$350.00	\$2,800.00
8	ADJUST FRAME & RING CASTING	EA	6	\$500.00	\$3,000.00	\$500.00	\$3,000.00	\$450.00	\$2,700.00
9	ADJUST HANDHOLE	EA	1	\$500.00	\$500.00	\$250.00	\$250.00	\$200.00	\$200.00
10	ADJUST VALVE BOX	EA	1	\$500.00	\$500.00	\$150.00	\$150.00	\$200.00	\$200.00
11	DRILL & GROUT REINFORCEMENT BAR (EPOXY COATED)	EA	796	\$15.00	\$11,940.00	\$10.50	\$8,358.00	\$22.00	\$17,512.00
12	4" CONCRETE WALK	SF	265	\$8.00	\$2,120.00	\$6.85	\$1,815.25	\$16.00	\$4,240.00
13	5-8" CONCRETE WALK	SF	2352	\$15.00	\$35,280.00	\$9.45	\$22,226.40	\$16.27	\$38,267.04
14	6" CONCRETE WALK	SF	984	\$15.00	\$14,760.00	\$8.40	\$8,265.60	\$25.00	\$24,600.00
15	CONCRETE CURB & GUTTER DESIGN B618	LF	432	\$45.00	\$19,440.00	\$71.40	\$30,844.80	\$60.00	\$25,920.00
16	CONCRETE CURB DESIGN V	LF	15	\$50.00	\$750.00	\$71.40	\$1,071.00	\$50.00	\$750.00
17	TRUNCATED DOMES	SF	100	\$65.00	\$6,500.00	\$60.00	\$6,000.00	\$75.00	\$7,500.00
18	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$6,195.00	\$6,195.00	\$10,000.00	\$10,000.00
19	INSTALL TREE GRATE	EA	6	\$750.00	\$4,500.00	\$600.00	\$3,600.00	\$3,000.00	\$18,000.00
20	STORM DRAIN INLET PROTECTION	EA	5	\$250.00	\$1,250.00	\$250.00	\$1,250.00	\$200.00	\$1,000.00
21	SEED AND BLANKET	SY	240	\$10.00	\$2,400.00	\$10.00	\$2,400.00	\$10.00	\$2,400.00

**PROJECT TOTALS:**

**\$145,882.00**

**\$137,894.05**

**\$207,999.04**

Mr. Mikhail Rostislavovich  
610 State Street North  
Waseca, Minnesota 56093

Dear Mr. Mayor and City Council Members,

Im enclosing a proclamation for the prevention of child abuse, which is recognized on a national level during the month of April.

The Waseca Exchange Club hopes that you will consider and sign our proclamation. It is our intent to use the proclamation and signing of the document to bring attention to our greater community about this serious and growing problem.

If you would please let me know what I or my organization needs to do to further expedite this process I would greatly appreciate it.

Kind regards,

  
Mikhail Rostislavovich  
President  
Waseca Exchange Club

# CHILD ABUSE PREVENTION MONTH

WHEREAS, child abuse is a serious and growing problem affecting more than 3.2 million of our nation's children annually and 100's of children locally; and

WHEREAS, this societal malignancy called child abuse respects no racial, religious, class, or geographical boundaries, and, in fact, has been declared a national emergency; and

WHEREAS, the Waseca Exchange Club through its support of parent-aide programs, parenting classes, educational programs, and community service activities, is making significant progress in stopping this crime against families and children;

NOW, THEREFORE, we the City Council of Waseca, hereby proclaim that the entire month of April shall be observed as Child Abuse Prevention Month in the City of Waseca, and we urge all citizens to use this time to better understand, recognize, and respond to this grievous problem;

AND, FURTHER, we congratulate the Waseca Exchange Club for its continued success in helping families break free from the cycle of child abuse.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ by

\_\_\_\_\_ in

Mayor of Waseca  
Waseca, Minnesota

<b>Title:</b>	MODIFICATION ON TAX INCREMENT FINANCING (TIF) DISTRICT (HOUSING) No. 1-29 (MARKETPLACE)		
<b>Meeting Date:</b>	April 16, 2024	<b>Agenda Item Number:</b>	<b>7A</b>
<b>Action:</b>	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE	<b>Supporting Documents:</b>	<ul style="list-style-type: none"> <li>• Resolution 24-28</li> <li>• Location Map</li> <li>• Marketplace TIF Plan</li> </ul>
<b>Originating Department:</b>	Finance & Administration	<b>Presented By:</b>	City Manager
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> City Council vote on Option 1, Option 2, or Option 3 as provided within this RCCA.		

**BACKGROUND:** The Waseca Real Estate Fund (WREF LP) limited partnership intends to purchase three City-owned Marketplace Subdivision parcels located south of Wal-Mart for development (see attached location map). The proposed development would be completed in two phases, with Phase 1 consisting of the construction of a 36-unit apartment building (see attached Phase 1 development plan).

To help finance the project, WREF LP has applied for Tax Increment Financing (TIF). Attached is the TIF Plan and Map, which provides further details on the proposed TIF district for Phase 1. The establishment of the TIF district (No. 1-29) for this development requires a Modification to the Development Program for Development District No. 1, which encompasses the entire City of Waseca.

At your April 2<sup>nd</sup> City Council meeting, a motion passed to continue the public hearing to the City Council meeting on April 16<sup>th</sup>. The public hearing continuance was a request from WREF LP in anticipation of WREF LP obtaining a term sheet from their primary financing institution, which would provide financing to develop the property for a proposed 36-plex apartment complex.

How are Ordinance 1114 and TIF District 1-29 linked? The proposed ordinance and TIF District are linked to the ability of WREF LP to finance the development by purchasing the property from the City Council. The financial promise from the lending institution to WREF LP would provide confidence to the City Council that WREF LP is able to develop the property. The financial promise would be provided to WREF LP through a term sheet.

The term sheet will be evaluated by our financial advisor, Ms. Jessica Green, Managing Director of Public Finance with Northland Securities, in preparation of her ability to write a letter of recommendation to the City Manager and City Council. Ms. Green's letter of recommendation would provide sound guidance on whether the City Council's investment in TIF financing would be financially prudent to the Waseca taxpayers. However, as of 2:00 pm today, Friday April 12<sup>th</sup>, I have not yet been provided with a term sheet from WREF LP, therefore, Ms. Green is not able to provide us with her evaluation and recommendation.

*Previously, the City Council passed Resolution 24-17 to set the public hearing. The attached Resolution 24-28 proposes to move forward the TIF District concept by authorizing the TIF District. After the TIF District is authorized, the City Council and WREF LP will be required to agree to the development agreement by separate City Council action. Work may not begin on the development project until both parties execute a development agreement.*

The City Council has the following three options to consider at the April 16<sup>th</sup> City Council meeting, as follows:

- Option 1: Conduct the public hearing and determine a course of action on the attached Resolution 2024-28. Resolution 24-28 includes the following authorizations:
  - the proposed modification of Development District No. 1.
  - the proposed adoption of a modification to the Development Program for Development District No. 1.
  - the proposed establishment of Tax Increment Financing District (Housing) No. 1-29 (Marketplace Apartment Project) within Development District No. 1.
  - the proposed adoption of a Tax Increment Financing Plan relating thereto, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 through 469.133, both inclusive, as amended, and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (collectively, the "Act").
- Option 2: Re-open the public hearing and motion to continue the public hearing to the May 21<sup>st</sup> City Council meeting.
- Option 3: Re-open the public hearing and motion to close the public hearing and take no further action because WREF LP has not yet provided the necessary financial documentation to the City of Waseca.
  - This decision by the City Council means that WREF LP would be required to request that the City Council authorizes new public notifications and to vote to conduct a new public hearing.

**RECOMMENDATION:** The City Manager recommends that the City Council determine a course of action by voting on Option 1, Option 2, or Option 3, as provided above.

EXTRACT OF MINUTES OF A MEETING OF THE  
CITY COUNCIL OF THE CITY  
OF WASECA, MINNESOTA

HELD: \_\_\_\_\_, 2024

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Waseca, Waseca County, Minnesota, was duly called and held at the Waseca City Hall, in the City of Waseca, Minnesota, on the \_\_\_\_\_ day of \_\_\_\_\_ 2024, at 7:00 o'clock p.m.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION 2024-28

RESOLUTION APPROVING MODIFICATION OF DEVELOPMENT DISTRICT NO. 1 AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 1-29 WITHIN THE DEVELOPMENT DISTRICT AND THE ADOPTION OF THE MODIFIED DEVELOPMENT PROGRAM AND TAX INCREMENT FINANCING PLAN RELATING THERETO

WHEREAS:

A. It has been proposed that the City of Waseca, Minnesota (the "City") modify Municipal Development District No. 1 (the "Development District") and the Development Program therefor, establish Tax Increment Financing (Housing) District No. 1-29 (the "TIF District") therein and approve and accept the proposed Tax Increment Financing Plan (the "TIF Plan") therefor, pursuant to Minnesota Statutes, Sections 469.124 through 469.134 and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (collectively, the "Act"); and

B. The City Council has investigated the facts and has caused to be prepared a modified Development Program for the Development District, and has caused to be prepared a proposed TIF Plan for the TIF District; and

C. The City has performed all actions required by law to be performed prior to the establishment of the Development District and TIF District, and the adoption of the proposed Development Program and TIF Plan therefor, including, but not limited to, notification of Waseca County and Independent School District #829 having taxing jurisdiction over the property to be

included in the TIF District and the holding of a public hearing upon published notice as required by law.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Waseca as follows:

1. Municipal Development District No. 1. The Modified development Program for the Development District contained in Article II of the TIF Plan for the TIF District is hereby approved.

2. Tax Increment Financing (Housing) District No. 1-29. The TIF District is hereby established in the City within the Development District, the initial boundaries of which are fixed and determined as described in the TIF Plan for the TIF District.

3. Tax Increment Financing Plan. The TIF Plan is adopted as the tax increment financing plan for the TIF District, and the City Council makes the following findings:

(a) The TIF District is a housing district as defined in Section 469.174, Subdivision 11 of the Act, the specific basis for such determination being that the approximate 40-unit apartment facility to be constructed in the TIF District will provide safe, decent, affordable, sanitary housing for residents of the City, and will be occupied in part by persons or families of low and moderate income, as further described in Section 469.1761 of the Act.

(b) The proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future. The reasons supporting this finding are that:

(i) The developer, Waseca Real Estate Fund, LP, has represented to the City that private investment will not solely finance these development activities because of prohibitive construction costs relative to rental revenues for low and moderate income housing units. It is necessary to finance these development activities through the use of tax increment financing so that this and other development by private enterprise will occur within the Development District. The developer was asked for and provided background materials and a pro forma document as justification that the developer would not have gone forward with the project contemplated in the TIF Plan without tax increment assistance.

(ii) A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed as described above. Such analysis is found in Exhibit I of the TIF Plan, which is hereby incorporated, herein by reference, and indicates that the increase in estimated market value of the proposed development (less the indicated subtractions) exceeds the estimated market value of the

site absent the establishment of the TIF District and the use of tax increments.

- (iii) In the opinion of the City Council, the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan. The reasons supporting this finding can be found in Exhibit I of the TIF Plan. It is possible that some development within the TIF District would go forward without assistance, but the unique costs of this effort as described above mean that without assistance, any alternative development would necessarily be carried out at a small scale, and most likely over a longer period of time. It is impossible to predict what an alternative market value would be if no tax increment assistance were provided, but it is certain that the alternative development would produce significantly less value than the comprehensive, high-quality development that is proposed under the TIF Plan.

(d) The TIF Plan for the TIF District conforms to the general plan for development of the City as a whole.

The reasons for supporting this finding are that:

- (i) The TIF District is properly zoned for the development as proposed in the TIF Plan; and
- (ii) The TIF Plan will generally complement and serve to implement policies adopted in the City's comprehensive plan.

(e) The TIF Plan will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of the Development District by private enterprise. The project to be assisted by the TIF Plan will add a high-quality development to the City through the increase in the availability of safe and decent life-cycle housing.

4. Public Purpose. The adoption of the Development Program for the Development District, and the adoption of the TIF Plan for the TIF District therein conform in all respects to the requirements of the Act and will help fulfill a need to provide affordable housing choices, to improve the tax base and to improve the general economy of the State and thereby serves a public purpose. A private developer will receive only the assistance needed to make the development financially feasible. Any private benefits received by a developer are incidental and do not outweigh the primary public benefits.

5. Certification and Filing. The City Manager is authorized and directed to transmit a certified copy of this resolution together with a certified copy of the TIF Plan to the Auditor of Waseca County with a request that the original tax capacity of the property within the TIF District be certified by the County of Waseca pursuant to Section 469.177, Subdivision 1, of the Act, and to file a copy of the Development Program and the TIF Plan with the Minnesota Commissioner of Revenue and State Auditor as required by the Act.

6. Administration. The administration of the Development District and the TIF District is assigned to the City Manager who shall from time to time be granted such powers and duties pursuant to the Act as the City Council may deem appropriate.

The motion for adoption of the foregoing resolution was duly seconded by member \_\_\_\_\_ and, after full discussion thereof, and upon a vote being taken thereof, the following voted in favor thereof:

and the following voted against same:

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager





**CITY OF WASECA, MINNESOTA**  
**MODIFICATION TO DEVELOPMENT PROGRAM AND**  
**MUNICIPAL DEVELOPMENT DISTRICT NO. 1**  
**AND**  
**TAX INCREMENT FINANCING PLAN FOR**  
**TAX INCREMENT FINANCING (HOUSING)**  
**DISTRICT NO. 1-29**  
**(MARKETPLACE APARTMENT PROJECT)**

**PUBLIC HEARING DATE: APRIL 2, 2024**

**PLAN APPROVED DATE: \_\_\_\_\_, 2024**

**PLAN CERTIFICATION REQUEST DATE: \_\_\_\_\_, 2024**

**PLAN CERTIFIED DATE: \_\_\_\_\_, 2024**



Northland Securities, Inc.  
150 South Fifth Street, Suite 3300  
Minneapolis, MN 55402  
(800) 851-2920  
Member NASD and SIPC

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## **ARTICLE I – INTRODUCTION AND DEFINITIONS**

### **SECTION 1.01 INTRODUCTION**

The City of Waseca proposes to provide tax increment financing assistance to Waseca Real Estate Fund, LP, for public costs related to the construction of a multifamily housing facility, with an affordable component, in the City. This document contains the plan for achieving the objectives of the Development Program for Municipal Development District No. 1 through the establishment of Tax Increment Financing District No. 1-29.

### **SECTION 1.02 DEFINITIONS**

For the purposes of this document, the terms below have the meanings given in this section, unless the context in which they are used indicates a different meaning:

1. “City” means the City of Waseca, Minnesota.
2. “City Council” means the City Council of the City.
3. “County” means Waseca County, Minnesota.
4. “Developer” means the private party undertaking construction in the TIF District, anticipated to be Waseca Real Estate Fund, LP.
5. “Development District” means Development District No. 1 in the City, established and modified pursuant to and in accordance with the Development District Act.
6. “Development District Act” means Minnesota Statutes, Sections 469.124 through 469.134, as amended and supplemented from time to time.
7. “Development Program” means the Development Program for the Development District, as amended and supplemented from time to time.
8. “Project Area” means the geographic area of the Development District.
9. “Project Costs” means the cost of the development activities that will or are expected to occur within the Project Area or TIF District.
10. “School District” means Waseca Area Public Schools (ISD #829).
11. “State” means the State of Minnesota.
12. “TIF Act” means Minnesota Statutes, Sections 469.174 through 469.1794, as amended, both inclusive.
13. “TIF District” means Tax Increment Financing (Housing) District No. 1-29 (Marketplace Apartments).
14. “TIF Plan” means the tax increment financing plan for the TIF District (this document).

### **SECTION 1.03 PLAN PREPARATION**

The document was prepared by the City and Northland Securities, Inc.

## **ARTICLE II - DEVELOPMENT PROGRAM**

### **SECTION 2.01 OVERVIEW**

The City established the Development District and the related Development Program as a tool to achieve the objectives described in Section 2.02. The Development District was last modified August 2, 2010. The Development District serves as the Project Area for tax increment financing districts established within its boundaries. The Development Program describes the City's objectives for the development of this area and the use of tax increment financing.

Current modifications to the Development Program include amending the Development District's boundaries to coincide with the boundaries of the City of Waseca and to accommodate the establishment of Tax Increment Financing District (Housing) No. 1-29, among other reasons, within the boundaries of the Development District.

This modified Development Program is intended to restate and expand on the original Development Program and all prior amendments hereto, which are incorporated herein by reference. Nothing in this modification is intended to supersede or alter the activities described in the original Development Program.

### **SECTION 2.02 STATEMENT OF OBJECTIVES**

The modifications of the Development District in the City pursuant to the Development District Act are necessary and in the best interests of the City and its residents and are necessary to give the City the ability to meet certain public purpose objectives that would not be obtainable in the foreseeable future without intervention by the City in the normal development process.

The current proposed development is consistent with the established "Statement of Objectives" documented by the original Development Program and prior amendments hereto, which are incorporated herein by reference.

The established "Statement of Objectives" for the Development Program provide the City with the ability to achieve certain public purpose goals not otherwise obtainable in the foreseeable future without City intervention in the normal development process. The public purpose goals include: restore and improve the tax base and tax revenue generating capacity of the Development District; increase employment and housing opportunities; realize comprehensive planning goals; remove blighted conditions; revitalize the property within the Development District to create an attractive, comfortable, convenient, and efficient area for industrial, commercial and related use. The City and Council seek to achieve the following Development District program objectives:

1. Promote and secure the prompt development of certain property in the Development District, which property is not now in productive use or in its highest and best use, in a manner consistent with the City's Comprehensive Plan and with the minimum adverse impact on the environment, and thereby promote and secure the development of other land in the City.
2. Promote and secure additional employment and housing opportunities within the Development District and the City for residents of the City and the surrounding area, thereby improving living standards, reducing unemployment and the loss of skilled and unskilled labor and other human resources in the City.

3. Secure the increase of commercial/industrial property subject to taxation by the City, School, County and other taxing jurisdictions in order to better enable such entities to pay for governmental services and programs required to be provided by them.
4. Provide for the financing and construction of public improvements in the Development District necessary for the orderly and beneficial development of the Development District and adjacent areas of the City.
5. Promote the concentration of commercial, office, and other appropriate development in the Development District so as to maintain the area in a manner compatible with its accessibility and prominence in the City.
6. Encourage local business expansion, improvement, and development, whenever possible.
7. Create a desirable and unique character within the Development District thorough quality land use alternatives and design quality in new and remodeled buildings.
8. Encourage and provide maximum opportunity for private redevelopment of existing areas and structures that are compatible with the Development Program.
9. Encourage redevelopment of substandard buildings, to improve employment opportunities in the Development District and the City, where compatible with other planning and development goals.

### **SECTION 2.03 BOUNDARIES OF DEVELOPMENT DISTRICT**

The modified boundaries of the Development District are depicted in Exhibit V. The modified boundaries of the Development District are coterminous with the boundaries of the City.

### **SECTION 2.04 DEVELOPMENT ACTIVITIES**

The proposed development activities within the Development District are consistent with the goals, objectives, and plans expressed by the Development Program. The current modifications to the Development Program relate to plans by the Developer to construct an affordable housing project.

### **SECTION 2.05 PAYMENT OF PROJECT COSTS**

Project Costs and the plan for their payment will be described in the tax increment financing plans. It is anticipated that the Project Costs of the Development Program will be paid primarily from Tax Increments. The City reserves the right to utilize other available sources of revenue, including but not limited to special assessments and user charges, which the City may apply to pay a portion of the Project Costs.

### **SECTION 2.06 ENVIRONMENTAL CONTROLS; LAND USE REGULATIONS**

All municipal actions, public improvements and private development shall be carried out in a manner consistent with existing environmental controls and all applicable Land Use Regulations.

### **SECTION 2.07 PARK AND OPEN SPACE TO BE CREATED**

Park and open space within the Development District if created will be created in accordance with the City's Comprehensive Plan and zoning and subdivision ordinances.

### **SECTION 2.08 PROPOSED REUSE OF PROPERTY**

The modification to the Development Program does not contemplate that the City will acquire additional property and reconvey the same to another entity. Should the Development Program be further amended to authorize land acquisition, the City Council will require the execution of a binding development agreement with respect thereto and evidence that Tax Increments or other funds will be available to repay the Project Costs associated with the proposed acquisition. It is the intent of the City to negotiate the acquisition of property whenever possible. Appropriate restrictions regarding the reuse and redevelopment of property shall be incorporated into any Development Agreement to which the City is a party.

### **SECTION 2.09 ADMINISTRATION AND MAINTENANCE OF DEVELOPMENT DISTRICT**

Maintenance and operation of the Development District will be the responsibility of the City Administrator who shall serve as administrator of the Development District. Each year the administrator will submit to the Council the maintenance and operation budget for the following year.

The administrator will administer the Development District pursuant to the provisions of Section 469.131 of the Development District Act; provided, however, that such powers may only be exercised at the direction of the City Council. No action taken by the administrator pursuant to the above-mentioned powers shall be effective without authorization by the City Council.

### **SECTION 2.10 AMENDMENTS**

The City reserves the right to alter and amend the Development Program, subject to the provisions of state law regulating such action. The City specifically reserves the right to enlarge or reduce the size of the Development District, the Development Program and the Project Costs of the Development.

## **ARTICLE III - TAX INCREMENT FINANCING PLAN**

### **SECTION 3.01 STATUTORY AUTHORITY**

The TIF District and the TIF Plan are established under the authority of the TIF Act.

### **SECTION 3.02 PLANNED DEVELOPMENT**

#### *3.02.1 Project Description*

The Developer proposes to build an approximate 36-unit apartment facility with an affordable component. The development is proposed to be constructed on a currently vacant site near the intersection of 19th Avenue Northwest and 4th Street Northwest within the City.

#### *3.02.2 City Plans and Development Program*

In addition to achieving the objectives of the Development Program, the proposed development is consistent with and works to achieve the development objectives of the City. The TIF Plan for the TIF District conforms to the general plan for development or redevelopment of the City as a whole.

The City has adopted land use controls to guide the use of property. The proposed development plans for the project in the TIF District have been reviewed by the Planning Commission and the City Council.

#### *3.02.3 Land Acquisition*

The City does not intend to acquire additional property within the TIF District.

#### *3.02.4 Development Activities*

As of the date of approval of this TIF Plan, there are no development activities proposed in this TIF Plan that are subject to contracts.

#### *3.02.5 Need for Tax Increment Financing*

In various materials the Developer has demonstrated that the proposed use of tax increment financing is needed to offset the high construction costs of high-quality low- to moderate-income housing and associated infrastructure required to support the facility. Without the proposed assistance, these initial up-front costs would make it infeasible for the Developer to be able to charge the rental rates demanded for the area. Thus, it is the City's opinion that the proposed development would not reasonably be expected to occur solely through private investment within the foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan.

A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed as described above and is shown in Exhibit I. This analysis indicates that the increase in estimated market value of the proposed development (less the present value of the projected tax increments for the maximum duration permitted by the TIF Plan) exceeds the estimated market value of the site prior to the establishment of the TIF District.



tax rate to be certified is the rate in effect for the same taxes payable year applicable to the tax capacity values certified as the TIF District's original tax capacity. The resulting tax capacity rate is the original local tax rate for the life of the TIF District.

Under these assumptions, the estimated annual tax increment, after deducting the state auditor's fee, is estimated to be \$114,770 after development completion (assumed year 2027). The actual tax increment will vary according to the certified original tax capacity value and original tax rate, the actual property value produced by the proposed development and the changes in property value and State tax policy over the life of the district.

It is the City's intent to retain 100% of the Captured Tax Capacity Value for the duration of the TIF district. Exhibit II contains the projected tax increment over the life of the District.

### *3.04.2 Project Costs*

The City will use tax increment to pay Project Costs. The City anticipates the use of tax increment to pay administrative expenses for the TIF District and to reimburse the Developer on a pay-go basis for a portion of the cost for construction of affordable housing. A development assistance contract with the Developer will define the means for verifying Developer costs eligible for reimbursement and the means of disbursing tax increments collected by the City to the Developer.

The City may also use tax increments to pay financing costs. The interest rate payable on bonds (i.e., tax increment financing note) to be issued will be set pursuant to a development assistance contract with the Developer.

The City reserves the right to use any other legally available revenues to finance or pay for Project Costs associated with the development in the TIF District.

The City reserves the authority to modify the TIF Plan to provide authority to expend tax increment from the TIF District on other housing projects that meet the criteria for establishing a housing TIF district. The statutes governing the use of TIF define a housing district consisting of a project, or a portion of a project, intended for occupancy, in part, by persons or families of low and moderate income (Minnesota Statutes, Section 469.174, Subd. 11). The requirements for the establishment of a housing TIF district are contained in Minnesota Statutes, Section 469.1761. The primary criteria are income related. The criteria are different for owned and rental housing.

The practical application of this authority for the City includes:

- The use of tax increment is not limited by pooling restrictions or the five-year rule.
- The tax increment can be spent on activities outside of the TIF district, but within the Development District No. 1.
- This authority does not extend the maximum statutory duration of the TIF district.
- The tax increment must be used solely to finance the cost of the "housing project" as defined by the TIF Act. The cost of public improvements directly related to the housing project and the allocated administrative expenses of the city may be included in the cost of a housing project.
- No more than 20% of the square footage of buildings that receive TIF assistance may consist of commercial, retail, or other nonresidential uses.

Potential applications of this authority include:

- Individual housing projects avoiding the need for a new TIF district.
- Supplementing the revenues of another housing TIF district.
- Assistance for the renovation of existing housing.

- Acquisition of land for housing.
- Assistance to make public improvements more affordable.

3.04.3 *Estimated Sources and Uses of Funds*

The estimated sources of revenue, along with the estimated Project Costs of the TIF District, are itemized in Figure 3-1 that follows. Such costs are eligible for reimbursement from tax increments, and other listed sources of revenue from the TIF District.

**FIGURE 3-1  
ESTIMATED SOURCES AND USES OF FUNDS**

The City reserves the right to administratively adjust the amount of any of the Project Cost items listed in Figure 3-1, so long as the total estimated tax increment project costs amount, not including financing costs, is not increased.

**Figure 3-1  
City of Waseca  
Tax Increment Financing District No. TIF No. 29  
Projected Tax Increment  
Marketplace Development**

	<b>Total</b>
<b>Estimated Tax Increment Revenues (from tax increment generated by the district)</b>	
Tax increment revenues distributed from the county	\$3,300,743
Interest and investment earnings	\$10,000
Sales/lease proceeds	\$0
Market value homestead credit	\$0
<b>Total Estimated Tax Increment Revenues</b>	<b>\$3,310,743</b>
<b>Estimated Project/Financing Costs (to be paid or financed with tax increment)</b>	
Project costs	
Land/building acquisition	\$0
Site improvements/preparation costs	
Utilities	\$0
Other public improvements	\$0
Construction of affordable housing	\$1,535,000
Small city authorized costs, if not already included above	\$0
Administrative costs	\$330,074
<b>Estimated Tax Increment Project Costs</b>	<b>\$1,865,074</b>
Estimated financing costs	
Interest expense	\$1,445,669
<b>Total Estimated Project/Financing Costs to be Paid from Tax Increment</b>	<b>\$3,310,743</b>
<b>Estimated Financing</b>	
Total amount of bonds to be issued	\$3,310,743

3.04.4 *Administrative Expense*

The City will retain up to ten percent (10%) of annual tax increment revenues, in addition to required fees paid to the State and County. The City will use these monies to pay for and reimburse the City for costs of administering the TIF district allowed by the TIF Act. Based on current projections, this amount is estimated to be \$330,074. Anticipated administrative expenses of the TIF District include annual audit of the fund for TIF District, preparation of annual reporting, legal publication of annual report, and administration of the development agreement.

*3.04.5 County Road Costs*

The proposed development will not substantially increase the use of county roads and necessitate the need to use tax increments to pay for county road improvements.

*3.04.6 Bonded Indebtedness*

The total amount of bonds estimated to be issued is \$3,310,743. The City will not issue any general obligation bonded indebtedness as a result of the TIF Plan.

The City intends to use tax increment financing to reimburse the developer on pay-as-you-go basis for Project Costs.

The City may loan or advance money from its general fund or any other fund it has legal authority to use to finance qualifying TIF expenditures, such as costs of administering the TIF District. An interfund loan or advance is defined in the TIF Act as a bond or a qualifying obligation. Before money is transferred, advanced, or spent, the loan or advance shall be authorized by resolution of the City. For the loan or advance to be repaid with TIF revenues, an interfund loan agreement must be in place before any loans or advances are made. The terms and conditions for repayment of the loan must be in writing and include, at minimum, (i) the principal amount of the loan or advance, (ii) the interest rate to be charged, and (iii) its maximum term. The maximum rate of interest that can be charged is limited to the annual rate charged by the State Courts or by the Department of Revenue, whichever is greater.

*3.04.7 Duration of TIF District*

The City sets the duration to collect and spend tax increments on eligible purposes for a maximum of 25 years after the date of receipt of the first tax increment or 26 years of tax increment collection. The estimated decertification date is 12/31/2051.

*3.04.8 Estimated Impact on Other Taxing Jurisdictions*

Exhibit III and IV shows the estimated impact on other taxing jurisdictions if the maximum projected retained captured net tax capacity of the TIF District was hypothetically available to the other taxing jurisdictions. The City believes that there will be no adverse impact on other taxing jurisdictions during the life of the TIF District, since the proposed development would not have occurred without the establishment of the TIF District and the provision of public assistance. A positive impact on other taxing jurisdictions will occur when the TIF District is decertified and the development therein becomes part of the general tax base.

The City anticipates minimal impact of the proposed development on city-provided services. There will be no borrowing costs to the City for the project. A manageable increase in water and sewer usage is expected. It is anticipated that there may be a slight but manageable increase in police and fire protection duties due to the development.

*3.04.9 Prior Planned Improvements*

There have been no building permits issued in the last 18 months in conjunction with any of the properties within the TIF District. The City will include this statement with the request for certification to the County Auditor. If building permits had been issued during this time period, then the County Auditor would increase the original net tax capacity of the TIF District by the net tax capacity of each improvement for which a building permit was issued.

## **ARTICLE IV – ADMINISTERING THE TIF DISTRICT**

### **SECTION 4.01 FILING AND CERTIFICATION**

The filing and certification of the TIF Plan consists of the following steps:

1. Upon adoption of the TIF Plan, the City shall submit a copy of the TIF Plan to the Minnesota Department of Revenue and the Office of the State Auditor.
2. The City shall request that the County Auditor certify the original net tax capacity and net tax capacity rate of the TIF District. To assist the County Auditor in this process, the City shall submit copies of the TIF Plan, the resolution establishing the TIF District and adopting the TIF Plan, and a listing of any prior planned improvements.
3. The City shall send the County Assessor any assessment agreement establishing the minimum market value of land and improvements in the TIF District, and shall request that the County Assessor review and certify this assessment agreement as reasonable.

### **SECTION 4.02 MODIFICATIONS OF THE TAX INCREMENT FINANCING PLAN**

The City reserves the right to modify the TIF District and the TIF Plan. Under current State Law, the following actions can only be approved after satisfying all the necessary requirements for approval of the original TIF Plan (including notifications and public hearing):

- Reduction or enlargement in the geographic area of the Development District or the TIF District.
- Increase in the amount of bonded indebtedness to be incurred.
- Increase in the amount of capitalized interest.
- Increase in that portion of the captured net tax capacity to be retained by the City.
- Increase in the total estimated Project Costs, not including cost of financing.
- Designation of additional property to be acquired by the City.

Other modifications can be made by resolution of the City Council. In addition, the original approval process does not apply if (1) the only modification is elimination of parcels from the TIF District and (2) the current net tax capacity of the parcels eliminated equals or exceeds the net tax capacity of those parcels in the TIF District's original net tax capacity, or the City agrees that the TIF District's original net tax capacity will be reduced by no more than the current net tax capacity of the parcels eliminated.

The City must notify the County Auditor of any modification that reduces or enlarges the geographic area of the TIF District. The geographic area of the TIF District may be reduced but not enlarged after five years following the date of certification.

### **SECTION 4.03 4-YEAR KNOCKDOWN RULE**

Since the TIF District consists of a single parcel, development of the project as planned prevents any loss of value from the 4-Year Knockdown Rule. This Rule requires that if after four years from certification of the TIF District no demolition, rehabilitation, renovation or site improvement, including a qualified improvement of an adjacent street, has commenced on a parcel located within the TIF District, then that parcel shall be excluded from the TIF District and the original net tax capacity shall be adjusted accordingly. Qualified improvements of a street are limited to construction or opening of a new street, relocation of a street, or substantial reconstruction or rebuilding of an existing street. The City must submit to the County Auditor,

by February 1 of the fifth year, evidence that the required activity has taken place for each parcel in the TIF District.

If a parcel is excluded from the TIF District and the City or owner of the parcel subsequently commences any of the above activities, the City shall certify to the County Auditor that such activity has commenced and the parcel shall once again be included in the TIF District. The County Auditor shall certify the net tax capacity of the parcel, as most recently certified by the Commissioner of Revenue, and add such amount to the original net tax capacity of the TIF District.

#### **SECTION 4.04 POOLING/5-YEAR RULE**

At least 80% of tax increments from the TIF District must be expended on activities in the TIF District or to pay bonds, to the extent that the proceeds of the bonds were used to finance activities within said district or to pay, or secure payment of, debt service on credit enhanced bonds, provided that in the case of a housing district, a housing project as defined in Minnesota Statutes, Section 469.174, Sub. 11, is deemed to be an activity in the District, even if the expenditure occurred after five years. Not more than 20% of said tax increments may be expended, through a development fund or otherwise, on activities outside of the TIF District except to pay, or secure payment of, debt service on credit enhanced bonds, provided that in the case of a housing district, a housing project as defined in Minnesota Statutes, Section 469.174, Sub. 11, is deemed to be an activity in the District, even if the expenditure occurred after five years. For purpose of applying this restriction, all administrative expenses must be treated as if they were solely for activities outside of the TIF District.

Beginning with the sixth year after certification of the TIF District, if the tax increments actually received by the City representing the “in-District” percentage exceed the amounts considered “spent” within the TIF District, the excess must be used or set aside to pay or defease bonds or to make payments under contracts. The TIF District must be decertified when the City has received tax increments representing the “in-District” percentage in an amount sufficient to fully pay its in-district obligations (i.e., to defease any bonds and/or fulfill all contractual obligations).

It is anticipated that all tax increments collected in the TIF District will be spent or obligated within this time period. Unless the TIF Plan is modified and additional expenditures are authorized, tax increments will only be used to pay for authorized “In-District” Project Costs included in the TIF Plan.

#### **SECTION 4.05 FINANCIAL REPORTING AND DISCLOSURE REQUIREMENTS**

The City will comply with the annual reporting requirements of State Law pursuant to the guidelines of the Office of the State Auditor. Under current law, the City must prepare and submit a report on the TIF district on or before August 1 of each year. The City must also annually publish in a newspaper of general circulation in the City an annual statement for each tax increment financing district.

The reporting and disclosure requirements outlined in this section begin with the year the district was certified, and shall end in the year in which both the district has been decertified and all tax increments have been spent or returned to the county for redistribution. Failure to meet these requirements, as determined by the State Auditors Office, may result in suspension of distribution of tax increment.

**SECTION 4.06 BUSINESS SUBSIDY COMPLIANCE**

The City is exempt from the business subsidies requirements specified in Minnesota Statutes, Sections 116J.993 to 116J.995 because the intended subsidy for the project specified in this document is anticipated to be 100% for housing assistance.

**Exhibit I**  
**City of Waseca**  
**Tax Increment Financing District No. TIF No. 29**  
**Present Value Analysis As Required By Statute**  
**Minnesota Statutes 469.175(3)(2)**  
***Marketplace Development***

1	Estimated Future Market Value w/ Tax Increment Financing	8,335,808 <sup>1</sup>
2	Payable 2024 Market Value	<u>50,600</u>
3	Market Value Increase (1-2)	8,285,208
4	Present Value of Future Tax Increments	<u>1,705,231 <sup>3</sup></u>
5	Market Value Increase Less PV of Tax Increments	6,579,977
6	Estimated Future Market Value w/o Tax Increment Financing	64,891 <sup>1</sup>
7	Payable 2024 Market Value	<u>50,600</u>
8	Market Value Increase (6-7)	<u>14,291</u>
9	Increase in MV From TIF	<u><u>6,565,686 <sup>2</sup></u></u>

<sup>1</sup> Assume 1.00% annual appreciation over 26 year life of district.

<sup>2</sup> Statutory compliance achieved if increase in market value from TIF (Line 9) is greater than or equal to zero.

TAX INCREMENT FINANCING DISTRICT NO. 1-29

**Exhibit II**  
**City of Waseca**  
**Tax Increment Financing District No. TIF No. 29 (Housing)**  
**Marketplace Development**  
**Projected Tax Increment Cash Flow**

TIF District Year	Taxes Payable Year	Taxable Market Value (TMV) <sup>1, 7</sup>	Tax Capacity	Less Base Tax Capacity <sup>4</sup>	Captured Tax Capacity <sup>3</sup> 75%	Original Tax Rate <sup>2</sup>	Captured Tax Increment Financing (TIF)	Less State Fee	Total Annual Available TIF	Present Value of YTD Available TIF <sup>5</sup>
1	2026	3,250,000	40,625	(633)	39,993	141.45%	56,571	(204)	56,367	52,563
2	2027	6,565,000	82,063	(633)	81,430	141.45%	115,185	(415)	114,770	154,429
3	2028	6,630,650	82,883	(633)	82,251	141.45%	116,346	(419)	115,927	252,364
4	2029	6,696,957	83,712	(633)	83,079	141.45%	117,518	(423)	117,095	346,519
5	2030	6,763,926	84,549	(633)	83,917	141.45%	118,703	(427)	118,276	437,041
6	2031	6,831,565	85,395	(633)	84,762	141.45%	119,898	(432)	119,466	524,068
7	2032	6,899,881	86,249	(633)	85,616	141.45%	121,106	(436)	120,670	607,737
8	2033	6,968,880	87,111	(633)	86,478	141.45%	122,326	(440)	121,886	688,176
9	2034	7,038,569	87,982	(633)	87,350	141.45%	123,559	(445)	123,114	765,511
10	2035	7,108,954	88,862	(633)	88,229	141.45%	124,803	(449)	124,354	839,860
11	2036	7,180,044	89,751	(633)	89,118	141.45%	126,060	(454)	125,606	911,340
12	2037	7,251,844	90,648	(633)	90,016	141.45%	127,330	(458)	126,872	980,061
13	2038	7,324,363	91,555	(633)	90,922	141.45%	128,612	(463)	128,149	1,046,129
14	2039	7,397,606	92,470	(633)	91,838	141.45%	129,907	(468)	129,439	1,109,646
15	2040	7,471,582	93,395	(633)	92,762	141.45%	131,215	(472)	130,743	1,170,712
16	2041	7,546,298	94,329	(633)	93,696	141.45%	132,536	(477)	132,059	1,229,420
17	2042	7,621,761	95,272	(633)	94,640	141.45%	133,870	(482)	133,388	1,285,862
18	2043	7,697,979	96,225	(633)	95,592	141.45%	135,218	(487)	134,731	1,340,126
19	2044	7,774,959	97,187	(633)	96,554	141.45%	136,579	(492)	136,087	1,392,294
20	2045	7,852,708	98,159	(633)	97,526	141.45%	137,954	(497)	137,457	1,442,449
21	2046	7,931,235	99,140	(633)	98,508	141.45%	139,342	(502)	138,840	1,490,667
22	2047	8,010,548	100,132	(633)	99,499	141.45%	140,745	(507)	140,238	1,537,023
23	2048	8,090,653	101,133	(633)	100,501	141.45%	142,161	(512)	141,649	1,581,590
24	2049	8,171,560	102,144	(633)	101,512	141.45%	143,592	(517)	143,075	1,624,437
25	2050	8,253,275	103,166	(633)	102,533	141.45%	145,037	(522)	144,515	1,665,629
26	2051	8,335,808	104,198	(633)	103,565	141.45%	146,496	(527)	145,969	1,705,231
<b>TOTAL =</b>							<b>3,312,669</b>	<b>(11,926)</b>	<b>3,300,743</b>	

**Key Assumptions for Cash Flow:**

- 1 Taxable market value (TMV) annual growth assumption = 1.00%
- 2 Original Tax Capacity Rate estimated based on Taxes Payable Year 2024.
- 3 Election for captured tax capacity is 100%
- 4 Base Tax Capacity is calculated based on a TMV = \$50,600. PID = 174400010
- 5 Present value (PV) is calculated based on semi-annual payments, stated rate in the schedule above, and based on estimated date of 6/1/2025. Rate of 5.0% is used to calculate PV.
- 6 City to retain 10% of Total Available TIF to cover the costs of administration for the TIF District.
- 7 TMV estimated at \$6,500,000.

TAX INCREMENT FINANCING DISTRICT NO. 1-29

**Exhibit III**  
**City of Waseca**  
**Tax Increment Financing District No. TIF No. 29**  
**Impact on Other Taxing Jurisdictions**  
**(Taxes Payable 2024)**  
**Marketplace Development**

**Annual Tax Increment**

Estimated Annual Captured Tax Capacity (Full Development)	\$103,565
Payable 2024 Local Tax Rate	141.453%
Estimated Annual Tax Increment	\$146,496

**Percent of Tax Base**

	Net Tax Capacity (NTC)	Captured Tax Capacity	Percent of Total NTC
City of Waseca	7,644,224	103,565	1.35%
Waseca County	39,232,490	103,565	0.26%
Waseca Public Schools ISD #829	18,602,979	103,565	0.56%

**Dollar Impact of Affected Taxing Jurisdictions**

	Net Tax Capacity (NTC)	% of Total	Tax Increment Share	Added Local Tax Rate
City of Waseca	71.706%	50.692%	74,262	0.971%
Waseca County	45.454%	32.134%	47,074	0.120%
Waseca Public Schools ISD #829	21.309%	15.064%	22,069	0.119%
Other	2.984%	2.110%	3,090	
Totals	141.453%	100.000%	146,495	

*NOTE NO. 1: Assuming that ALL of the captured tax capacity would be available to all taxing jurisdictions even if the City does not create the Tax Increment District, the creation of the District will reduce tax capacities and increase the local tax rate as illustrated in the above tables.*

*NOTE NO. 2: Assuming that NONE of the captured tax capacity would be available to the taxing jurisdiction if the City did not create the Tax Increment District, then the plan has virtually no initial effect on the tax capacities of the taxing jurisdictions. However, once the District is established, allowable costs paid from the increments, and the District is terminated, all taxing jurisdictions will experience an increase in their tax base.*

TAX INCREMENT FINANCING DISTRICT NO. 1-29

**Exhibit IV**  
**City of Waseca**  
**Tax Increment Financing (Housing) District No. TIF No. 29**  
**Marketplace Development**  
**Estimated Tax Increments Over Maximum Life of District**

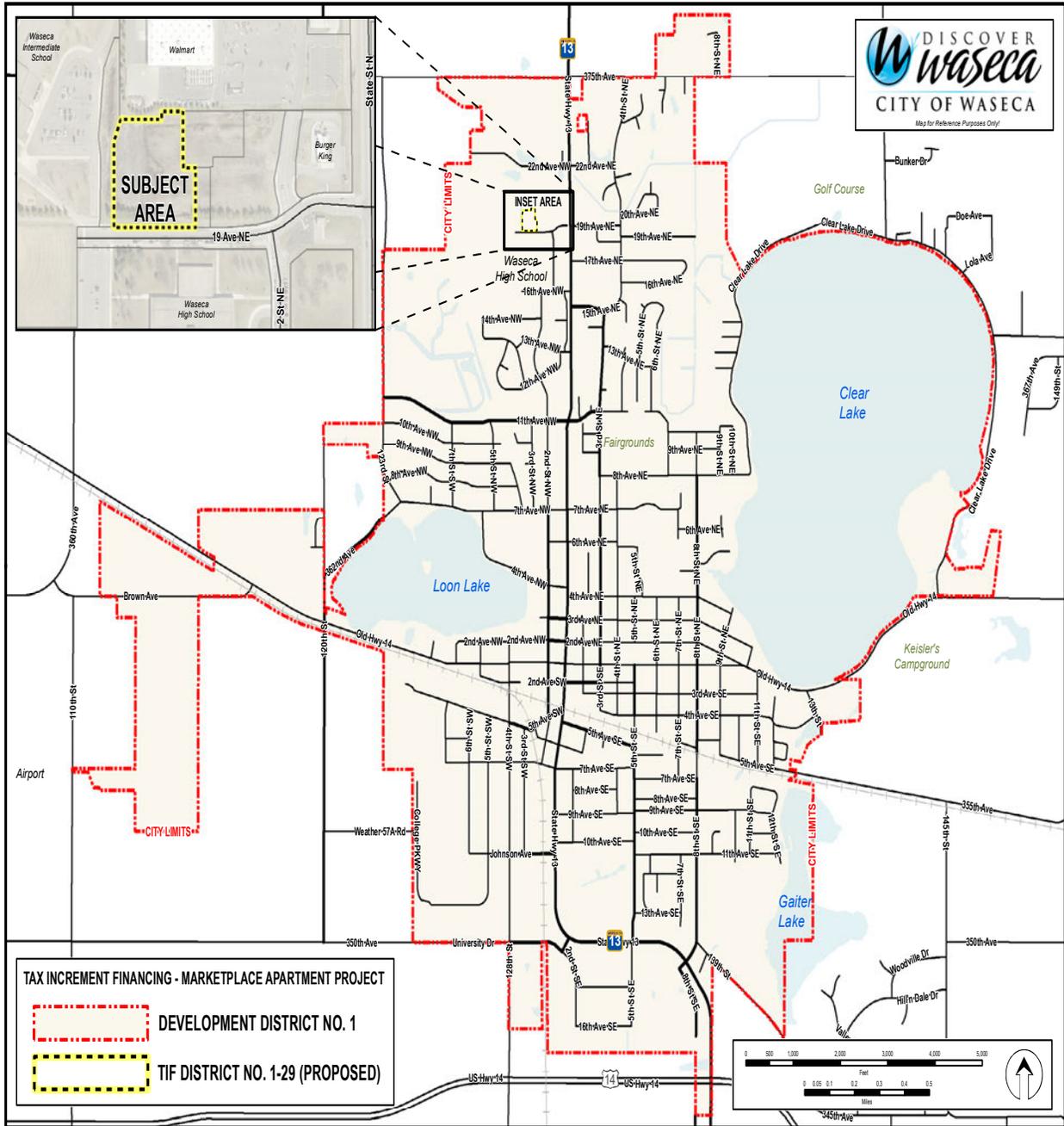
*Based on Pay 2024 Tax Rate = 141.453% 71.706% 45.454% 21.309% 2.984%*

TIF District	Taxes Payable Year	New			Captured Tax Capacity	Estimated Total Tax Increment	City TIF Related Share	County TIF Related Share	School TIF Related Share	Other TIF Related Share
		Taxable Market Value	New Tax Capacity	Base Tax Capacity						
1	2026	3,250,000	40,625	(633)	39,993	56,571	28,677	18,178	8,522	1,194
2	2027	6,565,000	82,063	(633)	81,430	115,185	58,390	37,013	17,352	2,430
3	2028	6,630,650	82,883	(633)	82,251	116,346	58,979	37,386	17,527	2,454
4	2029	6,696,957	83,712	(633)	83,079	117,518	59,573	37,763	17,703	2,479
5	2030	6,763,926	84,549	(633)	83,917	118,703	60,173	38,143	17,882	2,505
6	2031	6,831,565	85,395	(633)	84,762	119,898	60,779	38,528	18,062	2,529
7	2032	6,899,881	86,249	(633)	85,616	121,106	61,392	38,916	18,244	2,554
8	2033	6,968,880	87,111	(633)	86,478	122,326	62,010	39,308	18,428	2,580
9	2034	7,038,569	87,982	(633)	87,350	123,559	62,635	39,704	18,613	2,607
10	2035	7,108,954	88,862	(633)	88,229	124,803	63,266	40,104	18,801	2,632
11	2036	7,180,044	89,751	(633)	89,118	126,060	63,903	40,508	18,990	2,659
12	2037	7,251,844	90,648	(633)	90,016	127,330	64,547	40,916	19,181	2,686
13	2038	7,324,363	91,555	(633)	90,922	128,612	65,197	41,328	19,375	2,712
14	2039	7,397,606	92,470	(633)	91,838	129,907	65,853	41,744	19,570	2,740
15	2040	7,471,582	93,395	(633)	92,762	131,215	66,516	42,164	19,767	2,768
16	2041	7,546,298	94,329	(633)	93,696	132,536	67,186	42,589	19,966	2,795
17	2042	7,621,761	95,272	(633)	94,640	133,870	67,862	43,017	20,167	2,824
18	2043	7,697,979	96,225	(633)	95,592	135,218	68,545	43,450	20,370	2,853
19	2044	7,774,959	97,187	(633)	96,554	136,579	69,235	43,888	20,575	2,881
20	2045	7,852,708	98,159	(633)	97,526	137,954	69,932	44,330	20,782	2,910
21	2046	7,931,235	99,140	(633)	98,508	139,342	70,636	44,776	20,991	2,939
22	2047	8,010,548	100,132	(633)	99,499	140,745	71,347	45,226	21,202	2,970
23	2048	8,090,653	101,133	(633)	100,501	142,161	72,065	45,682	21,416	2,998
24	2049	8,171,560	102,144	(633)	101,512	143,592	72,790	46,141	21,631	3,030
25	2050	8,253,275	103,166	(633)	102,533	145,037	73,523	46,606	21,849	3,059
26	2051	8,335,808	104,198	(633)	103,565	146,496	74,262	47,074	22,069	3,091
Total						3,312,669	1,679,273	1,064,482	499,035	69,879

Note: The Estimated Total Tax Increment shown above is before deducting the State Auditor's fee, which is payable at a rate of 0.36% of the Total Tax Increment collected. Exhibit II provides Estimated Total Tax Increment after deducting for the State Auditor's fee.

EXHIBIT V

Boundaries of Municipal Development District No. 1 and Tax Increment Financing District No. 1-29



<b>Title:</b>	Public Hearing for Ordinance No. 1114 – Authorizing Sale of City Property		
<b>Meeting Date:</b>	April 16, 2024	<b>Agenda Item Number:</b>	<b>7B</b>
<b>Action:</b>	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE	<b>Supporting Documents:</b>	<ul style="list-style-type: none"> <li>Ordinance No. 1114</li> </ul>
<b>Originating Department:</b>	Finance & Administration	<b>Presented By:</b>	City Manager
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> City Council vote on Option 1, Option 2, or Option 3 as provided within this RCCA.		

**BACKGROUND:** The City of Waseca (City) has owned property referred to as Marketplace since 2005. In 2023, the City entered into Exclusive Negotiating Agreements and Early Access Agreements with Waseca Real Estate Fund (WREF LP) for potential development of this property. The current exclusive agreement with WREF LP is valid through September 21, 2024. In January 2024, the city received a TIF application for a proposed development on Marketplace from WREF LP.

Resolution 17-31 was passed by the City Council in 2017 deeming this property as surplus property. The approval of Ordinance 1114 is required for the Council to continue with this development and to enter into a Purchase Agreement for this property, which would be brought to the City Council through a separate resolution for approval.

At your April 2<sup>nd</sup> City Council meeting, a motion passed to continue the public hearing to the City Council meeting on April 16<sup>th</sup>. The public hearing continuance was a request from WREF LP in anticipation of WREF LP obtaining a term sheet from their primary financing institution, which would provide financing to develop the property for a proposed 36-plex apartment complex.

How are Ordinance 1114 and TIF District 1-29 linked? The proposed ordinance and TIF District are linked to the ability of WREF LP to finance the development by purchasing the property from the City Council. The financial promise from the lending institution to WREF LP would provide confidence to the City Council that WREF LP is able to develop the property. The financial promise would be provided to WREF LP through a term sheet.

The term sheet will be evaluated by our financial advisor, Ms. Jessica Green, Managing Director of Public Finance with Northland Securities, in preparation of her ability to write a letter of recommendation to the City Manager and City Council. Ms. Green’s letter of recommendation would provide sound guidance on whether the City Council’s investment in TIF financing would be financially prudent to the Waseca taxpayers. However, as of 3:00 pm today, Friday April 12<sup>th</sup>, I have not yet been provided with a term sheet from WREF LP, therefore, Ms. Green is not able to provide us with her evaluation and recommendation.

The City Council has the following three options to consider at the April 16<sup>th</sup> City Council meeting, as follows:

- Option 1: Conduct the public hearing and determine a course of action on Ordinance 1114.
  - This means that the City Council is willing to declare the Marketplace Property as excess property and that the City Council is willing to authorize the sale of the property to WREF LP.
  - This action does not sell the property to WREF, it authorizes the future sale of the property through additional council action.
- Option 2: Re-open the public hearing and motion to continue the public hearing to the May 21<sup>st</sup> City Council meeting.
- Option 3: Re-open the public hearing and motion to close the public hearing and take no further action because WREF LP has not yet provided the necessary financial documentation to the City of Waseca.
  - This decision by the City Council means that WREF LP would be required to request that the City Council authorizes new public notifications and to vote to conduct a new public hearing.

**RECOMMENDATION:** The City Manager recommends that the City Council determine a course of action by voting on Option 1, Option 2, or Option 3, as provided above.

**ORDINANCE NO. 1114**

**AN ORDINANCE OF THE CITY OF WASECA  
DECLARING EXCESS PROPERTY AND  
AUTHORIZING THE SALE OF SUCH REAL PROPERTY**

**WHEREAS** the City of Waseca owns the real property legally described in the attached **Exhibit A** and depicted on the attached **Exhibit B** (hereinafter referred to as City Property); and

**WHEREAS** Waseca Real Estate Fund LP, (hereinafter referred to as WREF) has submitted a proposal to the City for development of the Property; and

**WHEREAS** the City provided WREF temporary access to the City Property for the purposes of conducting investigations and studies into the feasibility of the proposed development of the City Property; and

**WHEREAS** the City and WREF have been under an Exclusive Negotiating Agreement for development of the City Property; and

**WHEREAS** WREF has submitted a Tax Increment Financing Application that outlines the development of 36-unit apartment complex on the City Property; and

**WHEREAS** the City Council acquired this property for the purpose of its lease or resale for development, elimination of blight and pursuant to tax forfeiture in 2005; and

**WHEREAS** the City Council designated City Property as development property and surplus to the City's needs by Resolution 17-31; and

**WHEREAS** WREF desires to purchase City Property, and the Waseca City Council desires to sell City Property to WREF; and

**WHEREAS**, the City Property is not needed by the City for any public purpose.

**NOW, THEREFORE**, the City of Waseca does hereby ordain as follows:

Section 1. Authorization of Sale. The Waseca City Council hereby authorizes the sale and conveyance of the City Property, as legally described on the attached Exhibit A and depicted on the attached Exhibit B, to WREF LP by quit claim deed pursuant to the terms and conditions of sale set forth in a Commercial Property Purchase Agreement between the City and WREF to be approved by the City Council by separate resolution.

Section 2. Effective Date. This Ordinance shall take effect and be in force 10 days after its passage.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

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RANDY L. ZIMMERMAN  
MAYOR

ATTEST:

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JULIA HALL  
CITY CLERK

**EXHIBIT A**  
**ORDINANCE NO. 1114**

**Legal Description of City Property**

**Parcel 1**

Lot 1, Block 1 Marketplace Subdivision, City of Waseca, County of Waseca

**Parcel 2**

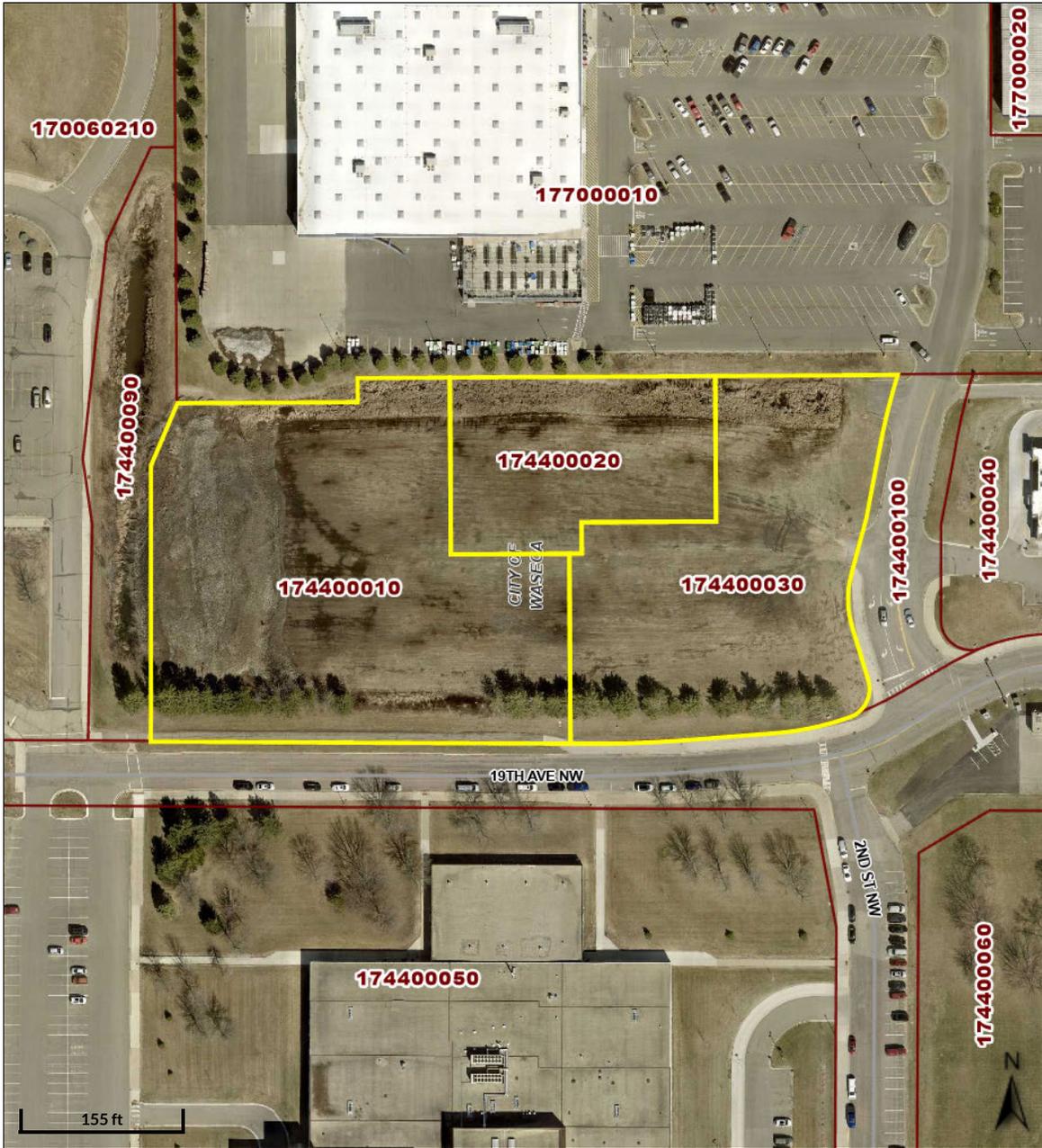
Lot 2, Block 1 Marketplace Subdivision, City of Waseca, County of Waseca

**Parcel 3**

Lot 3, Block 1 Marketplace Subdivision, City of Waseca, County of Waseca

EXHIBIT B  
ORDINANCE NO. 1114

DEPICTION OF CITY PROPERTY (PARCELS 1, 2, AND 3)



Overview



Legend

- Municipality
- Parcels
- U.S. and State Hwy
  - U.S. Hwy
  - State Hwy
  - County Hwy
- Local Streets
  - County Road
  - Township Road
  - Municipal State Aid
  - City Street
  - Private Street
  - Ramp
- Lakes
- County Boundary

Date created: 3/13/2024  
Last Data Uploaded: 3/13/2024 3:29:57 PM

Developed by Schneider  
GEO SPATIAL

<b>Title:</b>	CORRECTIVE ORDINANCE NO. 1115 AMENDING A FLOODPLAIN MANAGEMENT SECTION OF CHAPTER 154		
<b>Meeting Date:</b>	April 16, 2024	<b>Agenda Item Number:</b>	<b>7C</b>
<b>Action:</b>	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> ORDINANCE	<b>Supporting Documents:</b>	<ul style="list-style-type: none"> <li>• Ordinance No. 1115</li> </ul>
<b>Originating Department:</b>	Engineering	<b>Presented By:</b>	City Engineer
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>			

**BACKGROUND:** On February 20<sup>th</sup>, Ordinance No. 1113, amending the City’s zoning ordinance regarding floodplain management, was approved in order to be in compliance with new FEMA floodplain maps and State/Federal requirements.

On March 21<sup>st</sup>, City staff was notified by the Minnesota Department of Natural Resources (MnDNR) that Ordinance No. 1113 failed to include required statutory authorization language.

Therefore, Ordinance No. 1115 is being presented for approval to include that required language. City Attorney Chris Kennedy confirmed that because this is a corrective ordinance, a public hearing and Planning Commission recommendation are not required.

However, as further directed by Mr. Kennedy, a notice informing the public that the City Council would be considering this ordinance was posted in the April 5<sup>th</sup> edition of the local newspaper.

**BUDGET IMPACT:** Minimal costs associated with amending the City Code.

**RECOMMENDATION:** Staff recommends that the City Council adopt Ordinance No. 1115, amending a floodplain management section of Chapter 154.

**ORDINANCE NO. 1115**

**AN ORDINANCE AMENDING CHAPTER 154: ZONING**

**WHEREAS**, Chapter 154 of the Waseca Code of Ordinances was amended through Ordinance No. 1113; and

**WHEREAS**, statutory authorization language must be added in order to comply with state and federal requirements.

**NOW, THEREFORE**, the City of Waseca does hereby ordain that the amendments to Chapter 154 of the Waseca Code of Ordinances as shown herein are hereby approved and modified. The modification only amends the specified codes, the remainder of the Ordinance shall remain as previously adopted.

**SECTION 1.** Section § 154.034 of Chapter 154: FLOODPLAIN MANAGEMENT OVERLAY DISTRICT of the Waseca Code of Ordinances is hereby amended to add the underlined text and delete the ~~strikeout~~ text as shown below:

§ 154.034 ~~PURPOSE~~ STATUTORY AUTHORIZATION AND PURPOSE.

- (A) Statutory Authorization. This floodplain ordinance is adopted pursuant to the authorization and policies contained in Minnesota Statutes, Chapter 103F; Minnesota Rules, parts 6120.5000 – 6120.6200; the rules and regulations of the National Flood Insurance Program (NFIP) in 44 CFR § 59 to 80; and the planning and zoning enabling legislation in Minnesota Statutes, Chapter 462.
- (B) The floodplain management regulations are established to promote public health, safety, and general welfare, and to minimize losses caused by the occupancy of floodplain areas by uses vulnerable to floods or that are not designed to minimize flood damage.
- (C) This ordinance is established to maintain eligibility in the National Flood Insurance Program.
- (D) Permitted uses in the Floodplain Management Overlay District shall be those uses of land or structures listed as permitted uses in the underlying zoning use district, as listed elsewhere in this chapter.

**SECTION 2.** This Ordinance shall take effect and be in force 10 days after its passage and upon publication.

ADOPTED this 16<sup>th</sup> day of April 2024.

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RANDY L. ZIMMERMAN  
MAYOR

ATTEST:

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JULIA HALL  
CITY CLERK

Introduced:

Adopted:

Published:

Effective:

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## Waseca Airport Board Meeting Minutes 12:00 noon, Tuesday, February 27, 2024

**In Attendance:** Nate Willey (City Engineer), Brent Langer (FBO), Kaitlyn Hoehn, Dave Ziegler, Ben Priebe (via phone), Chris Gardner, Andrew Fischer, and Scott Lang

**Absent:** Stacey Schroeder

**Meeting Start Time:** 12:11 PM

**Meeting Adjourned:** 1:05 PM

1. Nate welcomed new member Dave Ziegler to the Airport Board and explained that his term expiration was changed to January 31, 2026, to better stagger all Board member terms.
2. **Meeting Minutes:** The January 30<sup>th</sup> meeting minutes were approved by a vote of 3-0.
3. **FBO Update:** Brent noted that Dick Arnold wishes to give up his hangar space (4A). Nate stated that he could do so as long as a replacement tenant is found. Brent also mentioned that he is continuing to complete minor airport maintenance work.
4. **City Engineer Update:** Nate talked about the following:
  - **Barbknecht Hangar Compliance:** Mr. Barbknecht is still in the process of making interior and exterior improvements to the hangar, including window replacement. A car is the only remaining non-aviation item that still needs to be removed. Because little progress has been made in the past 6 months, more aggressive enforcement of the maintenance requirements stated in his lease will be explored.
  - **Card Reader System:** The new system will likely be delivered in March. Installation will begin as weather permits this spring.
  - **Required Tank Monitoring:** A representative of the Minnesota Pollution Control Agency (MPCA) has informed the airport that a leak detection sensor must be installed in the fuel tank. In addition, annual and 3-year testing by a 3<sup>rd</sup> party contractor (Zahl Equipment) must also be completed. Brent will become certified to perform any required monthly inspections. More information on the sensor and testing will be presented at a future meeting.
5. **Airport Board Resignation and Applicant:** Nate notified the Board that Kyle Davis' resignation from the Board was received on February 11<sup>th</sup>. To replace him, a Board application that was received from Andrew Fischer last May was presented for consideration. The Board voted 3-0 recommending Mr. Fischer be appointed to the Airport Board.
6. **New Hangar Materials:** Nate stated that the materials for the new hangar were delivered to the airport mid-February and asked the Board to consider not tarping the materials. Nate explained that with much warmer than average temperatures expected to continue and construction likely to begin earlier than anticipated, installing the tarps is not a necessary expense. The Board did not vote, but unanimously agreed.
7. **New Hangar Insulation:** As requested by the Board, Nate presented 2 different hangar insulation options for both the roof and the walls/door for consideration and noted that an 8% price increase is scheduled to go into effect April 2<sup>nd</sup>.



Nate explained that insulation costs would not be grant eligible and would be 100% paid for out of the airport fund. To help offset the insulation costs, the Board also looked at increasing lease rates for the new hangar spaces.

After discussion on insulation type and cost, hangar lease rates, and anticipated future tenant preferences, the Board voted 3-0 recommending Option 2 insulation for the entire hangar with a \$50/month increase in the new hangar space lease rate.

- 8. New Hangar Tenant Selection:** A list of current tenants was presented which showed their expressed interest in a new hangar space and general seniority based on invoicing data going back to 2012. Nate asked that each Board member rank the current tenant list and bring it to the March meeting when a final list can then be determined. With that final list, Nate stated that he would start contacting current tenants and get lease commitments until all 4 new hangar spaces are filled. Nate also mentioned that the Board could decide at the next meeting if any incentives should be given to tenants who choose to install a heating system.



- E. Zimmerman asked if there was a way that Waseca could have a business academy similar to what Owatonna has. Member Fitch confirmed that Owatonna works with their chamber to provide the academy and it is something that Waseca could do. President Kruse suggested that the EDA could possibly look into investing in such a program. Tina Wilson said that Greenseam is going to offer a session on entrepreneurship on May 17<sup>th</sup>. Some areas to think of would be 1) What exists today, 2) What is missing 3) What to do to bring it forward. More conversations will be brought up in the future.

**UPDATES**

7. A. City Manager Sonnenberg gave an update on Marketplace:
- Council will be asked to approve the purchase at the next Council Meeting
  - There will be a public hearing on the Tax Increment Financing (TIF) District on April 2<sup>nd</sup>.
  - They are looking to start construction in June.
  - Phase 1 will have 36 units.
  - Renderings have been requested
  - The process is moving forward.

**NEXT MEETING DATE**

8. A. There will be a joint worksession with the City Council and Economic Development Authority on April 2, 2024, at 5:30 p.m. at the Waseca Public Safety Building in their Community Room.
- B. The next Economic Development Authority meeting will be held Wednesday, April 10, 2024, at 12:00 p.m. in the Waseca City Hall Council Chambers.

**ADJOURNMENT**

9. It was moved by Fossom to adjourn the meeting at 12:33 p.m., seconded by Kruse. Motion carried 5-0.

Respectfully Submitted,

Julia Hall  
City Clerk



Heritage Preservation Commission Meeting 3/04/2024

- Discover Waseca is a huge supporter of the project and looks forward to its role after the grant is completed.
  - The students were tasked to start in StoryQ with a tour of their “life,” and a presentation was shown of a few of their projects.
  - One of the students in the course used his presentation as part of their Eagle Scout project.
  - Estimated Launch of April 1<sup>st</sup>.
  - 16 students have signed up for the third semester and half of those students are new.
  - The course is being offered next year.
- E. Dan Forrest would like to continue the conversation on a Welcome Packet for new members, he has given a draft of information to City Staff.

**NEXT MEETING DATE**

8. The next Heritage Preservation Commission meeting will be held on Monday, April 1, 2024, at 5:00 p.m. in the Waseca City Hall Council Chambers.

**ADJOURNMENT**

9. Forrest moved, seconded by Mansfield, to adjourn the meeting at 5:54 p.m. The Motion carried 3-0.

Respectfully Submitted,

Julia Hall  
City Clerk

**Meeting Minutes: Waseca Parks Board**

**Date:** March 12, 2024

**Location:** Park Shop

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>	<b>Others Present, Staff</b>	<b>Others Present, Guests</b>
Michelle Oswald	X		Brad Dushaw, Parks Superintendent	
Al Judd	X		Madison Gilmore, Water Park Supervisor	
Mark Christiansen	X			
Jeanne Sexton	X			
Tom Hindt	X			

<b>Topic/Item</b>	<b>Summary of Discussion</b>	<b>Action</b>
Call to Order		
Approval of Agenda	Approve Agenda	Motion – Al Second – Mark Approved
Approval of Minutes	Approval of February minutes	Motion – Al Second – Mark Approved
Persons wishing to appear		
New Business	<p><b>A. Maplewood Park Master Planning</b></p> <p>I. Facilities, Trails, Nature Play Area, Etc..</p> <ol style="list-style-type: none"> <li>1. There has been some discussion about putting a Nature Play Area adjacent to the upper parking lot.</li> <li>2. Other board members brought up the possibility of adding a mountain bike trail. The trail design would need to be completed by an outside company who specializes in mountain bike trails. City staff could do the trail construction.</li> <li>3. Brad discussed how the lodge needs some significant maintenance done soon.</li> <li>4. Mark would like to continue discussing the different projects at Maplewood Park.</li> </ol> <p><b>B. TLCF Grandstand Project</b></p> <p>I. Tink has requested to complete an exterior project on the TLCF Grandstand. This would include adding brick veneer to the exterior pre-cast concrete walls. Tink has been raising funds to partially fund this project. The remaining money would likely come from the city budget and designated school district fund for projects at TLCF. The city did not plan for this project in 2024, so it needs to be added to the 2025 budget requests.</p> <p>II. There was support from all members of the Park Board for this project.</p>	

	<p><b>C. Exchange Club</b></p> <ul style="list-style-type: none"> <li>I. In April the Exchange Club brings awareness to child abuse protection. They have asked the park board if they were able to place blue ribbons and signs at specific parks. Specifically, Trowbridge Park and Emerson Park.</li> <li>II. The park board concluded the Exchange Club could apply for a special event permit to rent out a park shelter for a day to raise awareness.</li> <li>III. Al Judd made a motion not to approve the Exchange Club’s request to place signage and ribbons in the parks as this is not a good use of the park system.</li> <li>IV. Mark commented that he appreciates the Exchange Club coming to the park board with their request.</li> </ul> <p><b>D. Lakefest Electric Supply</b></p> <ul style="list-style-type: none"> <li>I. Jeanne asked about the additional electrical services that were requested by Tom Sexton for Lakefest.</li> <li>II. Brad commented that this project is in the 2024 budget. The city will be installing additional electrical services to Clear Lake Park for Lakefest. Brad is working with Utilities to order the necessary equipment. The new electrical services will be ready for Lakefest.</li> </ul>	<p>Item C III: Motion – Al Second – Mark Approved</p>
<p>Unfinished Business</p>	<p><b>A. Dog Park Shade Shelter</b></p> <ul style="list-style-type: none"> <li>I. Metal prefab vs wood structure <ul style="list-style-type: none"> <li>1. Brad received a quote back for the 14’ x 28’ metal structure that came back around \$40-50,000. This is due to the custom build layout along with the cost of metal prices.</li> <li>2. Brad is going to meet with Todd Norton from Wick Buildings to design a wood structure in hopes to keep the cost within budget. Norton Construction and Wick is the same company that designed the Southview Park shelter.</li> </ul> </li> </ul> <p><b>B. 2024 Park Board Meeting Locations</b></p> <ul style="list-style-type: none"> <li>I. The park board determined the 2024 meeting locations. See the list at bottom of the page.</li> </ul>	
<p>Staff Reports/Updates</p>	<p><b>I. NW Playground - Rosenau Parks and Trails Funding</b></p> <ul style="list-style-type: none"> <li>I. Brad has applied for \$30,000 through the Rosenau Parks and Trails fund. If the full \$30,000 is not secured, Brad will submit a grant request through the Waseca Area Foundation for the remaining amount.</li> <li>II. The plan is to purchase the playground equipment in 2024, store the materials, and construct the playground in 2025.</li> </ul> <p><b>B. Fishing Piers and Docks</b></p> <ul style="list-style-type: none"> <li>I. Fishing piers were set in place on Monday (March 4<sup>th</sup>). There was some maintenance completed on the Loon Lake pier and Maplewood pier.</li> <li>II. The floating docks at Sportsman Park and Maplewood Park have been installed.</li> <li>III. Roll-in docks will be installed within the next few weeks.</li> </ul>	

	<p>C. <b>TLCF Home Opener- April 8<sup>th</sup></b></p> <p>D. <b>Picnic Shelter Reservations opened March 1<sup>st</sup>.</b></p> <p>I. Park reservations went live on March 1<sup>st</sup> and we have received multiple reservations for 2024.</p> <p>E. <b>Parks Lead Worker Position</b></p> <p>I. This was an internal posting within the city. Brett Vanderhorst applied for this position and has been selected. He has been with the department for 6 years.</p> <p>II. Brett will be a crew leader on specific projects and in the field. Brett will also assist Brad with guiding staff in the field throughout the spring/summer/fall seasons.</p>	
Park Board Questions		
Adjournment	Meeting adjourned at 8:36am	Motion – Mark Second – Jeanne Approved
Next Meetings	April 9 at the Park Shop at 7:30am	

January 9: Park Shop	February 13: Park Shop	March 12: Park Shop
April 9: Park Shop	May 14: Maplewood Park	June 11: Clear Lake Park
July 9: Water Park Building	August 13: Tink Larson Community Field	September 10: Loon Lake Park
October 8: Park Shop	November 12: Park Shop	December 10: Park Shop

**MINUTES**  
**WASECA PLANNING COMMISSION MEETING**  
**TUESDAY, MARCH 12, 2024, at 5:30 P.M.**  
**WASECA CITY HALL COUNCIL CHAMBERS**

**1. CALL TO ORDER/ROLL CALL**

The Waseca Planning Commission meeting was called to order by Chair Daren Arndt at 5:30 p.m.

Members Present:   Daren Arndt                   Tom Sexton  
                          Chris Weber                   Steve Jes

Staff Present:       Nate Willey, City Engineer  
                          Michelle Murphy, Administrative Assistant

**2. APPROVAL OF AGENDA**

It was moved by Arndt, seconded by Sexton, to approve the agenda as presented; the motion carried 4-0.

**3. APPROVAL OF MINUTES**

It was moved by Sexton, seconded by Weber, to amend the February 14, 2024, regular Planning Commission meeting minutes to reflect the Chairperson as Daren Arndt and Vice Chair as Tom Sexton. Motion carried 4-0.

**4. PUBLIC COMMENT**

None

**5. TRAFFIC SAFETY**

None

**6. NEW BUSINESS**

**A. Comprehensive Plan Conformance:** Sale of City-Owned Marketplace Subdivision Properties, associated Development Program Modification and TIF District Plan

City Engineer, Nate Willey, gave the Planning Commission some background information and an update on the City's sale of the Marketplace subdivision. He reported the proposed development will be completed in two phases with Phase 1 consisting of construction of a 36-unit apartment building.

He further explained the three existing parcels to be developed are currently zoned B-2 (Community Retail & Service Business District). In order for this development to be in zoning compliance, these parcels will be rezoned to R-4 (Multi-family District, High Density). A Planned Unit Development (PUD) overlay may also be required. The three existing parcels will eventually be re-platted into two new parcels through the minor subdivision process.

Nate reported that to help finance the project, Waseca Real Estate Fund (WREF) has applied for \$1,650,000 in Tax Increment Financing (TIF). The establishment of the TIF District (No. 1-29) for this development does require a modification to the Development Program for Development District No. 1, which encompasses the entire City of Waseca.

The Planning Commission is therefore being asked to review the proposed property sale, Modification to the Development Program, and overall TIF Plan to determine their conformity to the general plan for the development or redevelopment of the City as described in the Comprehensive Plan. If recommended for approval by the Planning Commission, the City Council will consider authorizing the sale of the properties at their March 19<sup>th</sup> meeting and consider the Draft TIF Resolution at their April 2<sup>nd</sup> meeting.

#### **RECOMMENDED ACTION**

Staff recommended the Planning Commission agree that the sale of the City-owned Marketplace Subdivision properties and associated Development Program Modification and TIF District Plan are consistent with the Comprehensive Plan and forward their findings to the City Council for consideration.

Chair Arndt asked if these apartments were going to be low-income housing. Nate stated that because they are requesting to use TIF dollars, at least 8 of the 36 units (20%) have to be income based – the rest of the apartments in Phase 1 will be market rate.

A motion was made by Commission member Jes, second by Sexton, that the sale of the Marketplace Subdivision properties and associated Development Program Modification and TIF District Plan are consistent with the Comprehensive Plan, and recommending it be forwarded to the City Council for consideration; motion carried 4-0.

7. **DISCUSSION ITEMS**

**A) Update on Planning & Zoning Coordinator Position and Postponement of the Comprehensive Plan Update Process.**

City Engineer, Nate Willey, informed the Planning Commission that our current Planning & Zoning Coordinator, Bill Green, will be retiring April 1<sup>st</sup>. Interviews for the position were held and candidate Jon Froke was selected and has accepted the position. Mr. Froke has 30+ years of planning and zoning experience and his first day with the City will be July 1<sup>st</sup>.

Nate went on to state that in order to allow other City staff to more readily cover planning, zoning, and code enforcement duties between April 1<sup>st</sup> and July 1<sup>st</sup>, the City Manager has decided that the Comprehensive Plan update process shall be postponed until after July 1<sup>st</sup>.

Planning Commission member Sexton stated he would like to see the Comprehensive Plan schedule adhered to and not to wait until July 1<sup>st</sup> to continue. He wanted the decision to postpone the Comprehensive Plan update process to go back to City Council and to continue with the proposed schedule in the meantime. Commission member Sexton feels that delaying the schedule by three months, may turn in to six months and he is not okay with that.

City Engineer Willey went on to say that there is a lot of work involved in the Comprehensive Plan updates and that the majority of that work will fall on him and current staff. He explained that there simply isn't going to be enough time with the spring workload that is already planned for current staff to continue with the Comprehensive Plan updates.

Commission member Sexton stated he feels City staff should work on the Economic Development and Historic Preservation portions of the Comprehensive Plan so that the Planning Commission can stay on schedule with the Comp Plan updates.

A motion was made by Sexton, seconded by Jes, to take the decision made by the City Manager to postpone work on the Comp Plan until July 1<sup>st</sup> back to City Council for a vote and allowing the Planning Commission to continue to move forward with the Comp Plan update schedule. Motion carried 4-0.

**B. Comprehensive Plan Update:**

- Chapter 2 – Future Land Use Map  
The future land use area was expanded to the north and east with some changes made to the industrial and mixed-use areas along Hwy 14 to the south, Hwy 13 to the north, and north of the Hwy 14 west interchange. Areas subject to airport zoning rules were also delineated. Sexton asked that the mixed-use area along the Hwy 14 corridor south of Waseca be expanded.

- Chapter 5 – Parks, Open Spaces, Trails, Bike Lanes, & Sidewalk  
No changes from the previous meeting.

**8. NEXT MEETING**

The next Regular Planning Commission meeting will be held on April 9, 2024, at 5:30 p.m.

Commission member Sexton asked if there were any Gaiter Lake updates. Nate Willey stated “yes”, Stantec has presented some new layouts that look at different scenarios to meet the DNR’s requirements. These proposed layouts will go to the City Council for review.

**9. ADJOURNMENT**

It was moved by Jes, seconded by Weber, to adjourn the meeting at 6:05 p.m., motion carried 4-0.

Michelle Murphy  
Administrative Assistant