

REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, FEBRUARY 6, 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
6. CONSENT AGENDA
 - A. Minutes: Council Meeting & Worksession –January 16, 2024
 - B. Payroll & Expenditures
 - C. Approve Plans and Specifications and Authorize Bids for the 8th Avenue NE (CSAH 13) Reconstruction Project (City Project No. 2024-01)
 - D. Appoint Airport Board Member David Ziegler
 - E. Resolution No. 24-12: Sleigh and Cutter Festival Off-Ste Gambling Application
7. ACTION AGENDA
 - A. Public Hearing: Ordinance 1112, Specialized Vehicles
 - B. Resolution No. 24-10 Adopting the 2024 Annual Enterprise Budgets
 - C. Resolution No. 24-11: Amending the Master Fee Schedule
8. REPORTS
 - A. City Manager’s Report
 - B. Commission Reports
9. ANNOUNCEMENTS
10. ADJOURNMENT

**MINUTES
WASECA CITY COUNCIL WORK SESSION
TUESDAY, JANUARY 16, 2024, 6:00 P.M.**

CALL TO ORDER

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

ROLL CALL

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

Staff Present: Carl Sonnenberg, City Manager
Alicia Fischer, Finance/Human Resources Director
Julia Hall, City Clerk

PURPOSE

City of Waseca 2024 Utilities Budget

CONVERSATION

- Carl Sonnenberg explained that the 2024 Utilities Budget will be the same structure as the 2023 budget.
- Alicia Fisher went over the summaries for each fund and explained any changes.

This being a presentation with no action items, the work session adjourned at 6:55 p.m.

RANDY L. ZIMMERMAN
MAYOR

JULIA HALL
CITY CLERK

7. A. Public Hearing for Resolution No. 24-08 Ordering the 8th Avenue NE (CSAH 13) Reconstruction Project (City Project No. 2024-01) and authorizing the preparation of plans, specifications, and Assessment Roll #284.

The public hearing opened at 7:08

Noah Bartlet, 8th Ave NE: they would like to make the approach on their driveway wider when they are doing the project. City Engineer Nate Willey said they have up to 28ft. Mr. Bartlet said that is what he understands. Conversation between Staff and Mr. Bartlet will continue.

The public hearing closed at 7:11

Councilmember Schroeder motioned to approve Resolution No. 24-08 Ordering the 8th Avenue NE (CSAH 13) Reconstruction Project (City Project No. 2024-01) and authorizing the preparation of plans, specifications, and Assessment Roll #284, seconded by Councilmember Christiansen. Motion carried 6-1 (Mansfield, Nay)

- B. Public hearing for Resolution No. 24-09 Ordering the 11th Avenue NW Rehabilitation Project (City Project No. 2024- 02) and authorizing the preparation of plans, specifications, and Assessment Roll #285.

The public hearing opened at 7:24

Jeff Krause, 509 11th Ave NW, asked when the grant for the project will happen. City Engineer Nate Willey said that the grant award would be in March, and if it is awarded to the City of Waseca, it will be brought to the council for a decision on how to proceed with the funds from the grant. Mr. Krause wanted clarification on whether the entire stretch of road will be reconstructed. City Engineer Nate Willey said that approximately 460 feet are still in good condition and will not be included in the project. Mr. Krause also asked if they would be doing any sidewalks or the trial; City Engineer Willey responded that they would be doing ramps there and at 2nd Street, ramps to upgrade to standards.

The public hearing closed at 7:29

Councilmember Conrath motioned to approve Resolution No. 24-09 Ordering the 11th Avenue NW Rehabilitation Project (City Project No. 2024-02) and authorizing the preparation of plans, specifications, and Assessment Roll #285, seconded by Councilmember Arndt:

- Councilmember Ebertowski wants the council to remain mindful of Mr. Gates's property at the intersection of 11th Ave and North State. City Engineer Nate Willey verified that the project is proceeding with no lane change; staff is working with Mr. Gates and MnDOT.
- Mayor Zimmerman asked if a possible parking solution exists for the Homestead business; the City Manager is working with MnDOT on this item.
- Councilmember Conrath asked if the bike lane could be eliminated to get needed space. City Engineer Nate Willey responded that the bike lane was submitted in the grant submittal, it cannot be removed now, and the lanes were provided by State funding, which has its own requirements.
- MnDOT is okay with Mr. Gates using the entrance to his property from the property to the north or having both in and out on 11th Avenue.

The motion was voted on; motion carried 7-0.

- c. Councilmember Christiansen motioned to Authorize the release of a Request for Proposal for the preparation of a Feasibility Report and the design of the 2nd Street NW Reconstruction Project (City Project No. 2025-01). Seconded by Schroeder. Motion carried 7-0.
- D. Councilmember Mansfield motioned to approve a Joint Powers Agreement with Waseca County for Economic Development Services, seconded by Arndt.
- Councilmember Ebertowski wanted to clarify if the Joint Powers Agreement would work similarly to the shared office with Waseca County. City Manager Sonnenberg confirmed that there is a parallel there.

Motion carried 7-0.

- E. Councilmember Ebertowski motioned to approve the International Brotherhood of Electrical Workers (IBEW) Memorandum of Understanding (MOU) Electric Utility Supervisor seconded by Christiansen, motion carried 7-0.

REPORTS

8. A. City Manager's Report:
1.
 - Read the comprehensive plan update that was provided in the agenda packet.
 - The Fire Department's annual meeting is being held at the same time as the council meeting for anyone who may want to attend afterward.
 - He has held his first meeting with school superintendent Eric Hudspeth to discuss the recreation contract. They will schedule their second meeting for February with one of the Superintendent's staff and another city staff member.
- B. Commission Reports:
1. Heritage Preservation Commission: Councilmember Mansfield reported that they went over the officer elections and the priorities for 2024. He is excited to be on that board because he proudly owns two historic buildings in Waseca.
 2. Park Board: Councilmember Christiansen reported that they had the Comprehension Plan conversation with the City Engineer. The revised plan is to include all parks.
 - They discussed several items:
 - Shade Shelters at the dog park
 - QR Codes at parks
 - Northwest Park playground equipment is in the design phase.
 - Hazardous tree removal
 - Maplewood Park ideas
 - Lakefest 2024 and Fair will not have any interference from the projects that will be going on.
 - Cole Conway has joined the park department.
 - Downtown walkway
 - Would like to have trailed beautified
 3. Economic Development Authority: Councilmember Ebertowski reported they elected the office seats and the loan committee.
 - They spoke about Harty Manufacturing, and Pete Hardy was there to present his business. EDA approved a request for a loan from the EDA, as they are looking to expand in size with additional employees.
 - There is an open position on the EDA.
 - A World RV & Marine has moved into the Delta Waseca Building and is looking to add additional employees.
 - GTXpress is operating and should be fully operational this spring.
 - Discussed Taylor Company starting a foundation to help fund rural opportunities.
 - The next meeting is November 14th at noon.

ANNOUNCEMENTS

9. A. Councilmember Mansfield:
Condolences to the family of Brian Sommers and the county, and let them know we are praying for them.
- B. Councilmember Ebertowski:
- Condolences to the Sommers family

- Condolences to the Jerry Rietfort family, a friend of his family that his parents have known since the EF Jonson days.
- Has been watching films, The Weight of the Crown and The Sound of Freedom, which are pretty heart-wrenching.

C. Mayor Zimmerman:

Thank you to the HVAC companies that have probably been busy these last few days.

ADJOURNMENT

10. There being no further business to be brought before the Council, Councilmember Arndt moved to adjourn the meeting at 8:03 p.m., seconded by Conrath. Motion carried 6-1. (Mansfield Nay)

RANDY L. ZIMMERMAN
MAYOR

JULIA HALL
CITY CLERK



LIST OF EXPENDITURES

February 6, 2024



| | |
|------------------------------|-----------------|
| City Council | 4,250.00 |
| Streets | 30,934.23 |
| Parks | 11,140.73 |
| Wastewater | 11,638.88 |
| Utility Administration | 9,591.73 |
| Utility Offices | 8,360.65 |
| Electric | 15,878.12 |
| Water | 4,619.03 |
| Building and Code Compliance | 2,474.08 |
| Police | 69,207.07 |
| Administration | 0.00 |
| Community Aides | 383.04 |
| Fire | 8,869.44 |
| Paid On Call Fire Department | 434.99 |
| PEG | 218.55 |
| Election Judges | 0.00 |
| Finance | 13,741.17 |
| Community Development | 2,626.93 |
| Engineering | 18,413.59 |
| Recreation | 2,632.01 |
| Econ Development | <u>3,312.20</u> |

Total Gross Payroll 218,726.44

*Less- Payroll Deductions (71,851.91)

Net Payroll Cost \$ 146,874.53

*These costs are included in Accounts Payable totals below

Accounts Payable

Utility deposit refunds dated:

Includes check #'s

Expenditures dated:

January 12, 2024- February 1, 2024

Includes check #'s 160019-160081

Bank ACH Withdrawals..... 1,443,907.45

GRAND TOTAL EXPENDITURES \$ 1,590,781.98

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount | |
|---------------------|--------------|---------------------------------------|--|--------------------|--------------|---|
| General Fund | | | | | | |
| 01/24/2024 | 12437 | ACH Internal Revenue Service | FEDERAL WITHHOLDING TAX Pay Period: 1/21/2024 | 101-21701-0000 | 19,694.83 | M |
| Total 101217010000: | | | | | 19,694.83 | |
| 01/19/2024 | 12426 | MN Department of Revenue | 2021 Audit Payment | 101-21702-0000 | 175.83 | M |
| 01/24/2024 | 12433 | MN Department of Revenue | STATE WITHHOLDING TAX Pay Period: 1/21/2024 | 101-21702-0000 | 9,824.26 | M |
| Total 101217020000: | | | | | 10,000.09 | |
| 01/24/2024 | 12437 | ACH Internal Revenue Service | SOCIAL SECURITY Pay Period: 1/21/2024 | 101-21703-0000 | 8,672.93 | M |
| 01/24/2024 | 12437 | ACH Internal Revenue Service | SOCIAL SECURITY Pay Period: 1/21/2024 | 101-21703-0000 | 8,672.93 | M |
| Total 101217030000: | | | | | 17,345.86 | |
| 01/24/2024 | 12434 | Public Employees Retirement Assn (ACH | Rounding for 1/25/24 | 101-21704-0000 | .04 | M |
| 01/24/2024 | 12434 | Public Employees Retirement Assn (ACH | PERA COORD Emplr 1% Pay Period: 1/21/2024 | 101-21704-0000 | 1,387.91 | M |
| 01/24/2024 | 12434 | Public Employees Retirement Assn (ACH | PERA COORDINATED Employee Pay Period: 1/21/202 | 101-21704-0000 | 9,021.02 | M |
| 01/24/2024 | 12434 | Public Employees Retirement Assn (ACH | PERA POLICE Employee Pay Period: 1/21/2024 | 101-21704-0000 | 8,318.10 | M |
| 01/24/2024 | 12434 | Public Employees Retirement Assn (ACH | DEF CONTRIBUTION/EMPL Pay Period: 1/21/2024 | 101-21704-0000 | 58.70 | M |
| 01/24/2024 | 12434 | Public Employees Retirement Assn (ACH | PERA COORDINATED Employer Pay Period: 1/21/202 | 101-21704-0000 | 9,021.02 | M |
| 01/24/2024 | 12434 | Public Employees Retirement Assn (ACH | PERA POLICE Employer Pay Period: 1/21/2024 | 101-21704-0000 | 12,477.12 | M |
| 01/24/2024 | 12434 | Public Employees Retirement Assn (ACH | DEF CONT Employer Pay Period: 1/21/2024 | 101-21704-0000 | 58.70 | M |
| Total 101217040000: | | | | | 40,342.53 | |
| 01/26/2024 | 12414 | Greater Mankato Area United Way | UNITED WAY Pay Period: 1/7/2024 | 101-21708-0000 | 180.00 | V |
| 02/01/2024 | 20240065 | Greater Mankato Area United Way | UNITED WAY Pay Period: 1/7/2024 | 101-21708-0000 | 180.00 | |
| Total 101217080000: | | | | | .00 | |
| 01/24/2024 | 160019 | MN Life | Transmittal Adjustments from 1/11/2024 | 101-21710-0000 | 7.25 | |
| Total 101217100000: | | | | | 7.25 | |
| 01/24/2024 | 160020 | NCPERS Minnesota - 8266711 | LIFE INSURANCE - PERA Pay Period: 1/21/2024 | 101-21711-0000 | 224.00 | |
| Total 101217110000: | | | | | 224.00 | |
| 01/24/2024 | 12437 | ACH Internal Revenue Service | MEDICARE Pay Period: 1/21/2024 | 101-21712-0000 | 3,008.56 | M |
| 01/24/2024 | 12437 | ACH Internal Revenue Service | MEDICARE Pay Period: 1/21/2024 | 101-21712-0000 | 3,008.56 | M |
| Total 101217120000: | | | | | 6,017.12 | |
| 01/24/2024 | 12438 | MSRS- (DEF COMP) | MSRS - ROTH (AFTER TAX) Pay Period: 1/21/2024 | 101-21713-0000 | 1,625.00 | M |
| 01/24/2024 | 12438 | MSRS- (DEF COMP) | MSRS - DEF COMP Pay Period: 1/21/2024 | 101-21713-0000 | 3,174.00 | M |
| Total 101217130000: | | | | | 4,799.00 | |
| 01/24/2024 | 12436 | Vantagepoint Transfer Agents 457 | ICMA - ROTH (AFTER TAX) Pay Period: 1/21/2024 | 101-21714-0000 | 350.00 | M |
| 01/24/2024 | 12436 | Vantagepoint Transfer Agents 457 | ICMA DEF COMPENSATION Pay Period: 1/21/2024 | 101-21714-0000 | 485.00 | M |
| Total 101217140000: | | | | | 835.00 | |
| 01/25/2024 | 12442 | Colonial Life & Accident Insurance Co | Payroll Deductions for 1/25/24 | 101-21715-0000 | 1,881.06 | M |
| 01/24/2024 | 12442 | Colonial Life & Accident Insurance Co | COLONIAL LIFE Pay Period: 1/21/2024 | 101-21715-0000 | 1,024.97 | M |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount | |
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| 01/24/2024 | 12442 | Colonial Life & Accident Insurance Co | COLONIAL LIFE Pay Period: 1/21/2024 | 101-21715-0000 | 1,024.97- | V |
| 01/24/2024 | 12442 | Colonial Life & Accident Insurance Co | COLONIAL LIFE Pay Period: 1/7/2024 | 101-21715-0000 | 1,024.97 | M |
| 01/24/2024 | 12442 | Colonial Life & Accident Insurance Co | COLONIAL LIFE Pay Period: 1/7/2024 | 101-21715-0000 | 1,024.97- | V |
| Total 101217150000: | | | | | 1,881.06 | |
| 02/01/2024 | 12428 | Medsurety | Flex Reimbursement | 101-21716-0000 | 5,000.00 | M |
| 02/01/2024 | 12421 | Medsurety | Flex Reimbursement | 101-21716-0000 | 183.00 | M |
| 01/24/2024 | 12439 | Medsurety | HSA Contribution Pay Period: 1/21/2024 | 101-21716-0000 | 2,252.83 | M |
| Total 101217160000: | | | | | 7,435.83 | |
| 01/24/2024 | 12435 | MN Child Support Payment Center | CHILD SUPPORT FLAT AMT Pay Period: 1/21/2024 | 101-21717-0000 | 1,005.07 | M |
| Total 101217170000: | | | | | 1,005.07 | |
| 01/24/2024 | 12441 | Family Medical Care Plan | FMCP Single Pay Period: 1/21/2024 | 101-21720-0000 | 23.02 | M |
| 01/24/2024 | 12441 | Family Medical Care Plan | FMCP Single Pay Period: 1/7/2024 | 101-21720-0000 | 23.01 | M |
| 01/24/2024 | 12441 | Family Medical Care Plan | FMCP Single Pay Period: 1/21/2024 | 101-21720-0000 | 437.27 | M |
| 01/24/2024 | 12441 | Family Medical Care Plan | FMCP Single Pay Period: 1/7/2024 | 101-21720-0000 | 437.28 | M |
| 01/24/2024 | 12440 | United Healthcare | Gedicke COBRA | 101-21720-0000 | 1,095.58 | M |
| 01/24/2024 | 12440 | United Healthcare | Bendorf December Adjustment | 101-21720-0000 | 813.26- | M |
| 01/24/2024 | 12440 | United Healthcare | Bendorf January Adjustment | 101-21720-0000 | 1,051.76- | M |
| 01/24/2024 | 12440 | United Healthcare | Imlay Adjustment | 101-21720-0000 | 1,095.58- | M |
| 01/24/2024 | 12440 | United Healthcare | Harren Adjustment | 101-21720-0000 | 2,311.68- | M |
| 01/24/2024 | 12440 | United Healthcare | Parpart Adjustment | 101-21720-0000 | 2,311.68- | M |
| 01/24/2024 | 12440 | United Healthcare | Grotberg COBRA | 101-21720-0000 | 1,095.58 | M |
| 01/24/2024 | 12440 | United Healthcare | Hellevik Adjustment | 101-21720-0000 | 1,259.92 | M |
| 01/24/2024 | 12440 | United Healthcare | Armendariz COBRA | 101-21720-0000 | 1,095.58 | M |
| 01/24/2024 | 12440 | United Healthcare | Dauk Adjustment | 101-21720-0000 | 2,311.68- | M |
| 01/24/2024 | 12440 | United Healthcare | Matson COBRA | 101-21720-0000 | 1,095.58 | M |
| 01/24/2024 | 12440 | United Healthcare | UHC Family Pay Period: 1/21/2024 | 101-21720-0000 | 30,754.00 | M |
| 01/24/2024 | 12440 | United Healthcare | Gundermann Adjustment | 101-21720-0000 | 1,095.58 | M |
| 01/24/2024 | 12440 | United Healthcare | Schroeder Adjustment | 101-21720-0000 | 1,259.92- | M |
| 01/24/2024 | 12440 | United Healthcare | UHC Family Pay Period: 1/7/2024 | 101-21720-0000 | 28,892.00 | M |
| 01/24/2024 | 12440 | United Healthcare | UHC Single Pay Period: 1/7/2024 | 101-21720-0000 | 17,250.00 | M |
| 01/24/2024 | 12440 | United Healthcare | UHC Single Pay Period: 1/21/2024 | 101-21720-0000 | 15,617.40 | M |
| 01/24/2024 | 12440 | United Healthcare | UHC Employee + 1 Pay Period: 1/21/2024 | 101-21720-0000 | 279.36 | M |
| 01/24/2024 | 12440 | United Healthcare | UHC Employee + 1 Pay Period: 1/7/2024 | 101-21720-0000 | 292.64 | M |
| 01/24/2024 | 12440 | United Healthcare | UHC Employee + 1 Pay Period: 1/21/2024 | 101-21720-0000 | 9,670.00 | M |
| 01/24/2024 | 12440 | United Healthcare | UHC Employee + 1 Pay Period: 1/7/2024 | 101-21720-0000 | 8,602.00 | M |
| 01/24/2024 | 12440 | United Healthcare | UHC Family Pay Period: 1/21/2024 | 101-21720-0000 | 1,152.90 | M |
| 01/24/2024 | 12440 | United Healthcare | UHC Family Pay Period: 1/7/2024 | 101-21720-0000 | 1,345.04 | M |
| Total 101217200000: | | | | | 110,358.18 | |
| 01/24/2024 | 12441 | Family Medical Care Plan | FMCP Family Pay Period: 1/21/2024 | 101-21724-0000 | 359.43 | M |
| 01/24/2024 | 12441 | Family Medical Care Plan | FMCP Family Pay Period: 1/7/2024 | 101-21724-0000 | 359.43 | M |
| 01/24/2024 | 12441 | Family Medical Care Plan | FMCP Family Pay Period: 1/7/2024 | 101-21724-0000 | 3,234.81 | M |
| 01/24/2024 | 12441 | Family Medical Care Plan | FMCP Family Pay Period: 1/21/2024 | 101-21724-0000 | 3,234.81 | M |
| Total 101217240000: | | | | | 7,188.48 | |
| 02/01/2024 | 20240086 | Personalized Printing Inc. | January 2024 newsletters | 101-41110-3500 | 804.70 | |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
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| Total 101411103500: | | | | | 804.70 |
| 02/01/2024 | 20240098 | Waseca Area Senior Citizens Center | City Contribution | 101-41110-4455 | 1,125.00 |
| Total 101411104455: | | | | | 1,125.00 |
| 02/01/2024 | 20240100 | Wilson, Tina | 2023 Mileage Reimbursement | 101-41320-1070 | 71.40 |
| 02/01/2024 | 20240100 | Wilson, Tina | 2024 Mileage Reimbursement | 101-41320-1070 | 138.56 |
| Total 101413201070: | | | | | 209.96 |
| 02/01/2024 | 160059 | MN UI Fund | Recovery Coordinator Unemployment | 101-41320-1410 | 857.00 |
| Total 101413201410: | | | | | 857.00 |
| 02/01/2024 | 160064 | Shred-it USA LLC | Monthly Service | 101-41320-3100 | 23.01 |
| Total 101413203100: | | | | | 23.01 |
| 02/01/2024 | 160066 | South Central College | 2024 Annual Safety Training | 101-41320-4940 | 1,000.00 |
| Total 101413204940: | | | | | 1,000.00 |
| 02/01/2024 | 20240056 | A. H. Hermel Company | Pop for Vending Machine | 101-41320-4945 | 76.80 |
| Total 101413204945: | | | | | 76.80 |
| 02/01/2024 | 20240058 | Amazon | Folders for HR | 101-41500-2000 | 263.29 |
| Total 101415002000: | | | | | 263.29 |
| 02/01/2024 | 20240057 | Abdo | Annual Audit Services-2023 | 101-41500-3000 | 11,000.00 |
| Total 101415003000: | | | | | 11,000.00 |
| 02/01/2024 | 20240064 | Flaherty & Hood PA | December Labor and Employment Services | 101-41600-3000 | 3,714.75 |
| 02/01/2024 | 160078 | Waseca County Treasurer | Legal Services Contract payment | 101-41600-3000 | 5,370.33 |
| Total 101416003000: | | | | | 9,085.08 |
| 02/01/2024 | 160061 | RadioShack | Cables-IT | 101-41920-2050 | 22.97 |
| Total 101419202050: | | | | | 22.97 |
| 02/01/2024 | 20240085 | Pantheon Computer Systems Inc. | Maintenance Agreement | 101-41920-3100 | 6,966.12 |
| 02/01/2024 | 20240085 | Pantheon Computer Systems Inc. | Maintenance Agreement | 101-41920-3100 | 2,602.60 |
| Total 101419203100: | | | | | 9,568.72 |
| 02/01/2024 | 160040 | ClearGov Inc | 2024 Renewal - ClearGov | 101-41920-4950 | 7,920.00 |
| Total 101419204950: | | | | | 7,920.00 |
| 02/01/2024 | 20240056 | A. H. Hermel Company | Bathroom soap dispenser | 101-41940-2170 | 4.23 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 101-41940-2170 | 35.96 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
|---------------------|--------------|-----------------------------------|--|--------------------|--------------|
| 02/01/2024 | 160037 | Cintas Corporation | First Aid Cabinet supplies | 101-41940-2170 | 30.40 |
| 02/01/2024 | 20240073 | Innovative Office Supply | Cups and lids for breakroom | 101-41940-2170 | 125.80 |
| Total 101419402170: | | | | | 196.39 |
| 02/01/2024 | 20240061 | Cady Business Technologies Inc | Monthly Phone Support Plan | 101-41940-3100 | 262.62 |
| 02/01/2024 | 160036 | Cintas Corp | Floor Mats | 101-41940-3100 | 58.79 |
| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | Javens Service Contract | 101-41940-3100 | 2,663.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | City Hall Cleaning | 101-41940-3100 | 380.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | City Hall Cleaning | 101-41940-3100 | 475.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | City Hall Cleaning | 101-41940-3100 | 475.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | City Hall Cleaning | 101-41940-3100 | 475.00 |
| Total 101419403100: | | | | | 4,789.41 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-41940-3200 | 236.15 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-41940-3200 | 169.91 |
| Total 101419403200: | | | | | 406.06 |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 101-41940-3800 | 758.09 M |
| Total 101419403800: | | | | | 758.09 |
| 02/01/2024 | 20240060 | Border States Electric Supply | city hall gen breaker (Heater) | 101-41940-4000 | 25.57 |
| 02/01/2024 | 20240102 | Ziegler Inc | city hall gen. repair | 101-41940-4000 | 1,712.96 |
| Total 101419404000: | | | | | 1,738.53 |
| 02/01/2024 | 20240073 | Innovative Office Supply | Calender-Green | 101-41950-2000 | 16.04 |
| Total 101419502000: | | | | | 16.04 |
| 02/01/2024 | 20240101 | WSB & Associates Inc | Planning Services | 101-41950-3000 | 1,858.25 |
| Total 101419503000: | | | | | 1,858.25 |
| 02/01/2024 | 160055 | Miller Homes | Tax Abat. Reimbursement-1117 11th AVE SE | 101-41950-4500 | 1,090.00 |
| 02/01/2024 | 160055 | Miller Homes | Tax Abat. Reimbursement-1117 11th AVE SE | 101-41950-4500 | 1,240.00 |
| Total 101419504500: | | | | | 2,330.00 |
| 02/01/2024 | 20240058 | Amazon | Office supplies -Police | 101-42100-2000 | 21.84 |
| 02/01/2024 | 20240073 | Innovative Office Supply | Office Supplies - Police | 101-42100-2000 | 37.70 |
| Total 101421002000: | | | | | 59.54 |
| 02/01/2024 | 160037 | Cintas Corporation | First Aid supplies - PD | 101-42100-2170 | 41.79 |
| Total 101421002170: | | | | | 41.79 |
| 02/01/2024 | 20240068 | Harren, Andrew | Uniform Allowance | 101-42100-2180 | 271.63 |
| 02/01/2024 | 20240091 | Streicher's | Uniform expense - Horn | 101-42100-2180 | 58.98 |
| 02/01/2024 | 20240091 | Streicher's | Uniform expense - Horn | 101-42100-2180 | 38.99 |
| 02/01/2024 | 20240091 | Streicher's | Uniform New Hire | 101-42100-2180 | 31.99 |
| 02/01/2024 | 20240091 | Streicher's | Uniform Allowance - Madden | 101-42100-2180 | 329.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
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| 02/01/2024 | 160072 | Tactical Advantage LLC | Gun-Imlay | 101-42100-2180 | 526.50 |
| Total 101421002180: | | | | | 1,257.09 |
| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | HVAC agreement - police | 101-42100-2230 | 1,883.00 |
| Total 101421002230: | | | | | 1,883.00 |
| 02/01/2024 | 160077 | Verizon Wireless-Lert B | Investigation cost | 101-42100-3000 | 50.00 |
| 02/01/2024 | 160077 | Verizon Wireless-Lert B | Investigative Services | 101-42100-3000 | 50.00 |
| Total 101421003000: | | | | | 100.00 |
| 02/01/2024 | 160036 | Cintas Corp | Mats - PD | 101-42100-3100 | 8.99 |
| 02/01/2024 | 160036 | Cintas Corp | Mats - PD | 101-42100-3100 | 8.99 |
| 02/01/2024 | 160036 | Cintas Corp | Mats - PD | 101-42100-3100 | 8.99 |
| 02/01/2024 | 160036 | Cintas Corp | Mats - PD | 101-42100-3100 | 8.99 |
| 02/01/2024 | 160064 | Shred-it USA LLC | Monthly Service | 101-42100-3100 | 23.02 |
| 02/01/2024 | 160067 | South Central Drug Investigative Unit | 2024 Drug Task Force Cash Match | 101-42100-3100 | 10,000.00 |
| Total 101421003100: | | | | | 10,058.98 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-42100-3200 | 236.15 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-42100-3200 | 471.05 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-42100-3200 | 51.68 |
| Total 101421003200: | | | | | 758.88 |
| 02/01/2024 | 160071 | Sunset Law Enforcement | Ammunition - Training | 101-42100-3300 | 6,038.62 |
| Total 101421003300: | | | | | 6,038.62 |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 101-42100-3800 | 578.97 M |
| Total 101421003800: | | | | | 578.97 |
| 02/01/2024 | 160067 | South Central Drug Investigative Unit | 2024 Drug Task Force Cash Match-Swat | 101-42100-4370 | 1,500.00 |
| Total 101421004370: | | | | | 1,500.00 |
| 02/01/2024 | 20240073 | Innovative Office Supply | Label tape-Fire | 101-42200-2000 | 26.94 |
| Total 101422002000: | | | | | 26.94 |
| 02/01/2024 | 160031 | Ancom Communications Inc | Pager/Radio Equipment DNR Grant Rural Fire | 101-42200-2151 | 2,540.00 |
| Total 101422002151: | | | | | 2,540.00 |
| 02/01/2024 | 20240058 | Amazon | 4 Shammy's | 101-42200-2170 | 91.59 |
| 02/01/2024 | 20240058 | Amazon | Coffee Maker | 101-42200-2170 | 109.99 |
| 02/01/2024 | 20240058 | Amazon | Ipad Protectors | 101-42200-2170 | 98.90 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 101-42200-2170 | 29.99 |
| 02/01/2024 | 160037 | Cintas Corporation | First Aid Fire Dept. | 101-42200-2170 | 41.80 |
| Total 101422002170: | | | | | 372.27 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
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| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | HVAC agreement - fire | 101-42200-2230 | 1,883.00 |
| Total 101422002230: | | | | | 1,883.00 |
| 02/01/2024 | 160036 | Cintas Corp | Mats - FD | 101-42200-3100 | 8.98 |
| 02/01/2024 | 160036 | Cintas Corp | Mats - FD | 101-42200-3100 | 8.98 |
| 02/01/2024 | 160036 | Cintas Corp | Mats - FD | 101-42200-3100 | 8.98 |
| 02/01/2024 | 160036 | Cintas Corp | Mats - FD | 101-42200-3100 | 8.98 |
| Total 101422003100: | | | | | 35.92 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-42200-3200 | 51.68 |
| Total 101422003200: | | | | | 51.68 |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 101-42200-3800 | 578.97 M |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-42200-3800 | 55.60 |
| Total 101422003800: | | | | | 634.57 |
| 02/01/2024 | 20240058 | Amazon | Computer bag for Engineer Tech | 101-43000-2000 | 57.16 |
| Total 101430002000: | | | | | 57.16 |
| 02/01/2024 | 12443 | Verizon Wireless | Monthly Verizon Data Bill | 101-43000-3200 | 80.02 M |
| Total 101430003200: | | | | | 80.02 |
| 02/01/2024 | 20240058 | Amazon | fittings | 101-43100-2170 | 47.84 |
| 02/01/2024 | 20240058 | Amazon | Fittings | 101-43100-2170 | 121.80 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 101-43100-2170 | 15.45 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 101-43100-2170 | 44.99 |
| 02/01/2024 | 160038 | Cintas Corporation | First Aid Cabinet Supplies | 101-43100-2170 | 98.04 |
| 02/01/2024 | 160044 | Earl F. Andersen Inc. | cones | 101-43100-2170 | 950.00 |
| 02/01/2024 | 20240069 | Holtmeier Construction Inc. | crushed rock | 101-43100-2170 | 279.39 |
| 02/01/2024 | 20240083 | North American Safety Inc | Work gloves | 101-43100-2170 | 208.00 |
| 02/01/2024 | 160081 | Zep Sales & Service | hand cleaner for shop | 101-43100-2170 | 100.60 |
| Total 101431002170: | | | | | 1,866.11 |
| 02/01/2024 | 160038 | Cintas Corporation | Uniform Service | 101-43100-2180 | 94.70 |
| 02/01/2024 | 160038 | Cintas Corporation | Uniform Service | 101-43100-2180 | 94.70 |
| 02/01/2024 | 160038 | Cintas Corporation | Uniform Service | 101-43100-2180 | 94.70 |
| Total 101431002180: | | | | | 284.10 |
| 02/01/2024 | 20240058 | Amazon | Exit lights | 101-43100-2230 | 102.60 |
| 02/01/2024 | 20240060 | Border States Electric Supply | Light Repair | 101-43100-2230 | 142.94 |
| Total 101431002230: | | | | | 245.54 |
| 02/01/2024 | 160080 | Winegar Enterprises LLC | Parts for salt spreaders, HLA cyl and snow fab | 101-43100-2240 | 381.00 |
| Total 101431002240: | | | | | 381.00 |
| 02/01/2024 | 20240094 | Total Tool Supply Inc. | milwaukee work lights | 101-43100-2400 | 194.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
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| Total 101431002400: | | | | | 194.00 |
| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | Javens Service Contract | 101-43100-3100 | 1,445.00 |
| Total 101431003100: | | | | | 1,445.00 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-43100-3200 | 47.75 |
| Total 101431003200: | | | | | 47.75 |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 101-43100-3800 | 956.29 M |
| Total 101431003800: | | | | | 956.29 |
| 02/01/2024 | 20240066 | H & J Fuel Inc | winter fuel | 101-43125-2120 | 1,294.65 |
| 02/01/2024 | 20240066 | H & J Fuel Inc | fuel | 101-43125-2120 | 998.00 |
| Total 101431252120: | | | | | 2,292.65 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 101-43125-2170 | 48.34 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 101-43125-2170 | 54.36 |
| 02/01/2024 | 160051 | L & D Ag Service Inc. | tank for brine setup | 101-43125-2170 | 753.89 |
| 02/01/2024 | 160065 | Skyline Salt Solutions | Road Salt | 101-43125-2170 | 14,235.79 |
| Total 101431252170: | | | | | 15,092.38 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 101-43125-2210 | 49.99 |
| Total 101431252210: | | | | | 49.99 |
| 02/01/2024 | 160080 | Winegar Enterprises LLC | Misc Pieces for Snow Equipment | 101-43125-2240 | 704.99 |
| Total 101431252240: | | | | | 704.99 |
| 02/01/2024 | 160033 | Barco Municipal Products Inc | Channelizer Cones | 101-43170-2170 | 1,529.48 |
| 02/01/2024 | 20240082 | M-R Sign Company Inc. | Signs | 101-43170-2170 | 466.16 |
| Total 101431702170: | | | | | 1,995.64 |
| 02/01/2024 | 20240058 | Amazon | Heater-Keck | 101-45100-2170 | 36.94 |
| Total 101451002170: | | | | | 36.94 |
| 02/01/2024 | 20240072 | Independent School District #829 | City Contribution Community Ed | 101-45100-3100 | 8,333.33 |
| Total 101451003100: | | | | | 8,333.33 |
| 02/01/2024 | 20240058 | Amazon | Bulletin Board/Dry Erase | 101-45130-2000 | 43.58 |
| Total 101451302000: | | | | | 43.58 |
| 02/01/2024 | 160073 | The Lifeguard Store Inc | Lifejackets & CPR Equipment | 101-45130-2190 | 885.50 |
| Total 101451302190: | | | | | 885.50 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
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| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | Javens Annual Contract | 101-45130-3100 | 1,275.00 |
| Total 101451303100: | | | | | 1,275.00 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-45130-3200 | 256.34 |
| Total 101451303200: | | | | | 256.34 |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 101-45130-3800 | 424.78 M |
| Total 101451303800: | | | | | 424.78 |
| 02/01/2024 | 20240066 | H & J Fuel Inc | fuel | 101-45200-2120 | 998.00 |
| Total 101452002120: | | | | | 998.00 |
| 02/01/2024 | 160037 | Cintas Corporation | First Aid Cabinet supplies - Parks | 101-45200-2170 | 46.42 |
| Total 101452002170: | | | | | 46.42 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 101-45200-2190 | 349.98 |
| Total 101452002190: | | | | | 349.98 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 101-45200-2230 | 12.99 |
| 02/01/2024 | 20240060 | Border States Electric Supply | Park Shop Restroom Light | 101-45200-2230 | 132.94 |
| Total 101452002230: | | | | | 145.93 |
| 02/01/2024 | 160080 | Winegar Enterprises LLC | Parts for Clear Lake Pavillion | 101-45200-2240 | 114.56 |
| Total 101452002240: | | | | | 114.56 |
| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | Javens Service Contract | 101-45200-3100 | 855.00 |
| Total 101452003100: | | | | | 855.00 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-45200-3200 | 47.74 |
| Total 101452003200: | | | | | 47.74 |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 101-45200-3800 | 379.37 M |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 101-45200-3800 | 41.87 M |
| Total 101452003800: | | | | | 421.24 |
| 02/01/2024 | 20240056 | A. H. Hermel Company | Janitorial Supplies | 101-45500-2170 | 227.45 |
| Total 101455002170: | | | | | 227.45 |
| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | Javens Service Contract | 101-45500-3100 | 1,983.00 |
| 02/01/2024 | 160056 | MN Department of Labor & Industry | elevator inspection | 101-45500-3100 | 100.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | Library Cleaning | 101-45500-3100 | 200.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | Library Cleaning | 101-45500-3100 | 250.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | Library Cleaning | 101-45500-3100 | 250.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | Library Cleaning | 101-45500-3100 | 250.00 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount | |
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| Total 101455003100: | | | | | 3,033.00 | |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 101-45500-3800 | 635.54 | M |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 101-45500-3800 | 70.84 | |
| Total 101455003800: | | | | | 706.38 | |
| Total General Fund: | | | | | 352,898.64 | |
| Airport | | | | | | |
| 02/01/2024 | 160030 | ADB Safegate Americas LLC | Bulbs for runway lights | 230-49810-2170 | 234.90 | |
| Total 230498102170: | | | | | 234.90 | |
| 02/01/2024 | 20240060 | Border States Electric Supply | Reimbursement for broken part | 230-49810-2230 | 118.40 | |
| Total 230498102230: | | | | | 118.40 | |
| 02/01/2024 | 20240093 | Toltz King Duvall Anderson & Assoc Inc. | 4-Unit Hangar Construction Engineering | 230-49810-3000 | 2,061.84 | |
| Total 230498103000: | | | | | 2,061.84 | |
| 02/01/2024 | 20240076 | Langer, Brent | Airport Contract Payment | 230-49810-3100 | 3,800.00 | |
| Total 230498103100: | | | | | 3,800.00 | |
| 02/01/2024 | 12431 | CenturyLink | Airport Phone and Internet | 230-49810-3200 | 113.50 | M |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 230-49810-3200 | 55.11 | |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 230-49810-3200 | 472.47 | |
| Total 230498103200: | | | | | 641.08 | |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 230-49810-3800 | 71.88 | M |
| 02/01/2024 | 12447 | Xcel Energy | Airport Electric | 230-49810-3800 | 170.16 | M |
| 02/01/2024 | 12446 | Xcel Energy | Airport Electric | 230-49810-3800 | 263.70 | M |
| Total 230498103800: | | | | | 505.74 | |
| Total Airport: | | | | | 7,125.16 | |
| 2014A GO Bonds | | | | | | |
| 02/01/2024 | 12425 | U.S. Bank | Bond Series 2014A | 390-47000-6000 | 315,000.00 | M |
| Total 390470006000: | | | | | 315,000.00 | |
| 02/01/2024 | 12425 | U.S. Bank | Bond Series 2014A | 390-47000-6100 | 30,650.01 | M |
| Total 390470006100: | | | | | 30,650.01 | |
| Total 2014A GO Bonds: | | | | | 345,650.01 | |
| 2014B Refunding Bond | | | | | | |
| 02/01/2024 | 12424 | U.S. Bank | Bond Series 2014B | 395-47000-6000 | 80,000.00 | M |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
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| Total 395470006000: | | | | | 80,000.00 |
| 02/01/2024 | 12424 | U.S. Bank | Bond Series 2014B | 395-47000-6100 | 14,325.00 M |
| Total 395470006100: | | | | | 14,325.00 |
| Total 2014B Refunding Bond: | | | | | 94,325.00 |
| Capital Improvement | | | | | |
| 02/01/2024 | 160035 | Canadian Pacific Railway | RR flagger for 8th St SE overlay at tracks | 430-43010-3103 | 1,079.60 |
| Total 430430103103: | | | | | 1,079.60 |
| 02/01/2024 | 160040 | ClearGov Inc | 2024 Renewal - ClearGov | 430-43010-4950 | 1,485.00 |
| Total 430430104950: | | | | | 1,485.00 |
| 02/01/2024 | 20240079 | Met-Con Construction Inc | Clear Lake Park Project Final Payment | 430-43010-5435 | 7,368.79 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | Clear Lake park Close Out | 430-43010-5435 | 183.00 |
| Total 430430105435: | | | | | 7,551.79 |
| 02/01/2024 | 160034 | Bolton & Menk Inc. | 8th Ave NE Design Engineering | 430-43010-5560 | 36,794.50 |
| Total 430430105560: | | | | | 36,794.50 |
| 02/01/2024 | 160050 | Juston Borglum Construction LLC | Truck Shed Re-roof | 430-43010-5782 | 45,850.00 |
| Total 430430105782: | | | | | 45,850.00 |
| Total Capital Improvement: | | | | | 92,760.89 |
| Gaiter Lake Land Development | | | | | |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | GLLD wetland determination | 437-46340-3000 | 1,110.00 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | Gaiter Lake TEP On-Site Meeting | 437-46340-3000 | 89.08 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | Eng Services - GLLD Concept Layout & Feasibility Repo | 437-46340-3000 | 1,213.50 |
| Total 437463403000: | | | | | 2,412.58 |
| Total Gaiter Lake Land Development: | | | | | 2,412.58 |
| Water | | | | | |
| 02/01/2024 | 12427 | MN Sales and Use Tax Payable | December Sales and Use Tax | 601-20210-0000 | 1,229.29 M |
| Total 601202100000: | | | | | 1,229.29 |
| 01/25/2024 | 159948 | PEKA Homes LLC | WAC Fee Reimbursement | 601-37175-0000 | 1,240.00- V |
| Total 601371750000: | | | | | 1,240.00- |
| 02/01/2024 | 160047 | Hawkins Inc | Demurrage | 601-49401-2170 | 190.00 |
| 02/01/2024 | 160047 | Hawkins Inc | Chemical fittings for wells | 601-49401-2170 | 697.16 |
| 02/01/2024 | 160047 | Hawkins Inc | Conagra Well Chemicals | 601-49401-2170 | 945.02 |
| 02/01/2024 | 160047 | Hawkins Inc | City Wells Chemicals | 601-49401-2170 | 8,896.71 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
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| Total 601494012170: | | | | | 10,728.89 |
| 02/01/2024 | 160047 | Hawkins Inc | Well chemical fittings | 601-49401-2210 | 2,764.38 |
| Total 601494012210: | | | | | 2,764.38 |
| 02/01/2024 | 20240062 | Central Fire Protection Inc. | Extinguisher Maintenance & New Extinguisher | 601-49401-3100 | 28.45 |
| Total 601494013100: | | | | | 28.45 |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 601-49401-3800 | 202.88 M |
| 02/01/2024 | 12445 | Xcel Energy | December Service | 601-49401-3800 | 244.93 M |
| Total 601494013800: | | | | | 447.81 |
| 02/01/2024 | 160047 | Hawkins Inc | Chlorine shutoff testing | 601-49401-4000 | 1,169.04 |
| 02/01/2024 | 160047 | Hawkins Inc | Chlorine shutoff testing | 601-49401-4000 | 1,169.04 |
| Total 601494014000: | | | | | 2,338.08 |
| 02/01/2024 | 160057 | MN Department of Natural Resources-O | Water Appropriation Fee | 601-49401-4500 | 7,475.00 |
| Total 601494014500: | | | | | 7,475.00 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 601-49430-2170 | 38.95 |
| Total 601494302170: | | | | | 38.95 |
| 02/01/2024 | 160042 | Dakota Supply Group Inc | Main repair sleeve | 601-49430-2230 | 507.17 |
| Total 601494302230: | | | | | 507.17 |
| 02/01/2024 | 160053 | Mid-America Meter Inc | Meter Calibration (Well Meter) | 601-49430-3100 | 750.27 |
| Total 601494303100: | | | | | 750.27 |
| 02/01/2024 | 20240080 | Metering & Technology Solutions Inc | M25 meter repair parts | 601-49430-4000 | 622.60 |
| Total 601494304000: | | | | | 622.60 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 601-49585-3200 | 62.97 |
| 02/01/2024 | 20240078 | MAS Communications Inc. | Answering Service - January | 601-49585-3200 | 56.37 |
| 02/01/2024 | 160074 | U.S. Postal Service | Postage - February utility bills | 601-49585-3200 | 531.82 |
| Total 601495853200: | | | | | 651.16 |
| 02/01/2024 | 20240084 | On Target Inc. | Quarterly Cass Address Certification | 601-49585-3500 | 49.42 |
| Total 601495853500: | | | | | 49.42 |
| 02/01/2024 | 160039 | City of Waseca | Summit AR | 601-49585-4320 | .63 |
| Total 601495854320: | | | | | .63 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | Water System Modeling | 601-49586-3000 | 1,564.50 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
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| Total 601495863000: | | | | | 1,564.50 |
| 02/01/2024 | 160040 | ClearGov Inc | 2024 Renewal - ClearGov | 601-49586-4950 | 1,650.00 |
| 02/01/2024 | 20240085 | Pantheon Computer Systems Inc. | Maintenance Agreement | 601-49586-4950 | 995.16 |
| 02/01/2024 | 20240085 | Pantheon Computer Systems Inc. | Maintenance Agreement | 601-49586-4950 | 371.80 |
| Total 601495864950: | | | | | 3,016.96 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | Noetzel Water Main Project | 601-49593-5300 | 7,514.00 |
| Total 601495935300: | | | | | 7,514.00 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | Well Project | 601-49593-5400 | 2,660.13 |
| 02/01/2024 | 160075 | United Systems & Software Inc | Encoded 100W-R ERT (90) | 601-49593-5400 | 2,905.50 |
| Total 601495935400: | | | | | 5,565.63 |
| 02/01/2024 | 12424 | U.S. Bank | Bond Series 2014B | 601-49980-6000 | 4,749.00 M |
| Total 601499806000: | | | | | 4,749.00 |
| 02/01/2024 | 12423 | Keen Bank | Water portion bond series 2020A | 601-49980-6100 | 40,000.00 M |
| 02/01/2024 | 12423 | Keen Bank | Water portion bond series 2020A -Interest | 601-49980-6100 | 1,897.50 M |
| 02/01/2024 | 12424 | U.S. Bank | Bond Series 2014B | 601-49980-6100 | 213.69 M |
| Total 601499806100: | | | | | 42,111.19 |
| Total Water: | | | | | 90,913.38 |
| Sanitary Sewer | | | | | |
| 01/25/2024 | 159948 | PEKA Homes LLC | SAC Fee Reimbursement | 602-37275-0000 | 1,090.00- V |
| Total 602372750000: | | | | | 1,090.00- |
| 02/01/2024 | 20240094 | Total Tool Supply Inc. | milwaukee work lights | 602-49470-2170 | 291.00 |
| Total 602494702170: | | | | | 291.00 |
| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | Javens Service Contract | 602-49470-3100 | 637.00 |
| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | Javens Service Contract | 602-49470-3100 | 285.00 |
| 02/01/2024 | 20240087 | POSM Software LLC | support contract- sewer camera | 602-49470-3100 | 12,500.00 |
| Total 602494703100: | | | | | 13,422.00 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 602-49470-3200 | 791.86 |
| Total 602494703200: | | | | | 791.86 |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 602-49470-3800 | 20.67 M |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 602-49470-3800 | 218.40 M |
| Total 602494703800: | | | | | 239.07 |
| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | HVAC repair | 602-49470-4000 | 349.84 |

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| Total 602494704000: | | | | | 349.84 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 602-49470-4020 | 25.98 |
| 02/01/2024 | 160080 | Winegar Enterprises LLC | Parts for tail gate, leaf vac, liftstations and brine tank uni | 602-49470-4020 | 175.00 |
| Total 602494704020: | | | | | 200.98 |
| 02/01/2024 | 160037 | Cintas Corporation | First Aid Cabinet Supplies | 602-49480-2170 | 78.80 |
| 02/01/2024 | 160047 | Hawkins Inc | Chlorine & Sulfur | 602-49480-2170 | 40.00 |
| 02/01/2024 | 160060 | NSI Lab Solutions | chlorine mdl | 602-49480-2170 | 172.00 |
| 02/01/2024 | 20240097 | USA Blue Book | Lab Supplies | 602-49480-2170 | 559.54 |
| Total 602494802170: | | | | | 850.34 |
| 02/01/2024 | 160080 | Winegar Enterprises LLC | Barscreen Dump Pipe | 602-49480-2240 | 725.00 |
| Total 602494802240: | | | | | 725.00 |
| 02/01/2024 | 160036 | Cintas Corp | Floor Mats | 602-49480-3100 | 9.60 |
| 02/01/2024 | 160036 | Cintas Corp | Floor Mats | 602-49480-3100 | 9.60 |
| 02/01/2024 | 20240074 | Javens Mechanical Contracting Co. | Javens Service Contract | 602-49480-3100 | 3,321.00 |
| Total 602494803100: | | | | | 3,340.20 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 602-49480-3200 | 636.92 |
| Total 602494803200: | | | | | 636.92 |
| 02/01/2024 | 12432 | Centerpoint Energy | Monthly Billing | 602-49480-3800 | 1,763.44 M |
| 02/01/2024 | 160068 | SSI Crestmark MN Holding LLC | SolarPower | 602-49480-3800 | 4,915.64 |
| 02/01/2024 | 160076 | USS MN V MT LLC | Solar Power | 602-49480-3800 | 857.74 |
| Total 602494803800: | | | | | 7,536.82 |
| 02/01/2024 | 20240077 | M & R Electric Inc. | BST Mixer Motor | 602-49480-4000 | 194.00 |
| 02/01/2024 | 20240092 | Temple Electric Motor Service Inc | Biosolids Motor Repair | 602-49480-4000 | 2,765.00 |
| Total 602494804000: | | | | | 2,959.00 |
| 02/01/2024 | 160079 | Water Environment Federation | Wastewater Journal membership | 602-49480-4330 | 180.00 |
| Total 602494804330: | | | | | 180.00 |
| 02/01/2024 | 160058 | MN Department of Public Safety | EPCRA Chemical Inventory Fee | 602-49480-4500 | 625.00 |
| Total 602494804500: | | | | | 625.00 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 602-49585-3200 | 62.97 |
| 02/01/2024 | 20240078 | MAS Communications Inc. | Answering Service - January | 602-49585-3200 | 56.36 |
| 02/01/2024 | 160074 | U.S. Postal Service | Postage - February utility bills | 602-49585-3200 | 531.82 |
| Total 602495853200: | | | | | 651.15 |
| 02/01/2024 | 20240084 | On Target Inc. | Quarterly Cass Address Certification | 602-49585-3500 | 49.41 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
|-------------------------|--------------|---------------------------------|-----------------------------------|--------------------|--------------|
| Total 602495853500: | | | | | 49.41 |
| 02/01/2024 | 160039 | City of Waseca | Summit AR | 602-49585-4320 | 1.21 |
| Total 602495854320: | | | | | 1.21 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | New Permit Implementation | 602-49586-3000 | 610.75 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | Bonding Bill | 602-49586-3000 | 1,170.00 |
| Total 602495863000: | | | | | 1,780.75 |
| 02/01/2024 | 160040 | ClearGov Inc | 2024 Renewal - ClearGov | 602-49586-4950 | 3,135.00 |
| 02/01/2024 | 20240085 | Pantheon Computer Systems Inc. | Maintenance Agreement | 602-49586-4950 | 995.16 |
| 02/01/2024 | 20240085 | Pantheon Computer Systems Inc. | Maintenance Agreement | 602-49586-4950 | 371.80 |
| Total 602495864950: | | | | | 4,501.96 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | Conagra Wastewater Expansion | 602-49593-5300 | 4,160.50 |
| Total 602495935300: | | | | | 4,160.50 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | Raw Sewage Pumps VFD Project | 602-49593-5400 | 640.50 |
| 02/01/2024 | 20240089 | Stantec Consulting Services Inc | Nelson Lift Station Evaluation | 602-49593-5400 | 1,933.50 |
| Total 602495935400: | | | | | 2,574.00 |
| 02/01/2024 | 12422 | Keen Bank | 202A Bond Principal-Sewer Portion | 602-49980-6000 | 60,000.00 M |
| 02/01/2024 | 12424 | U.S. Bank | Bond Series 2014B | 602-49980-6000 | 80,251.00 M |
| Total 602499806000: | | | | | 140,251.00 |
| 02/01/2024 | 12422 | Keen Bank | 2020A Bond Interest-Sewer Portion | 602-49980-6100 | 2,846.25 M |
| 02/01/2024 | 12424 | U.S. Bank | Bond Series 2014B | 602-49980-6100 | 3,611.31 M |
| Total 602499806100: | | | | | 6,457.56 |
| Total Sanitary Sewer: | | | | | 191,485.57 |
| Electric Utility | | | | | |
| 02/01/2024 | 12427 | MN Sales and Use Tax Payable | December Sales and Use Tax | 604-20210-0000 | 33,444.71 M |
| Total 604202100000: | | | | | 33,444.71 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 604-49571-2170 | 51.96 |
| 02/01/2024 | 20240059 | Bomgaars Supply | Parts & Supplies | 604-49571-2170 | 17.99 |
| 02/01/2024 | 160044 | Earl F. Andersen Inc. | cones | 604-49571-2170 | 950.00 |
| Total 604495712170: | | | | | 1,019.95 |
| 02/01/2024 | 20240058 | Amazon | safety glasses | 604-49571-2190 | 37.10 |
| 02/01/2024 | 20240058 | Amazon | first aid kits | 604-49571-2190 | 171.44 |
| Total 604495712190: | | | | | 208.54 |
| 02/01/2024 | 20240094 | Total Tool Supply Inc. | Tools | 604-49571-2400 | 575.62 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
|---------------------|--------------|------------------------------------|---|--------------------|--------------|
| Total 604495712400: | | | | | 575.62 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | Electric room cleaning | 604-49571-3100 | 20.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | Electric room cleaning | 604-49571-3100 | 20.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | Electric room cleaning | 604-49571-3100 | 20.00 |
| 02/01/2024 | 20240090 | Stoltz Cleaning Services LLC | Electric room cleaning | 604-49571-3100 | 20.00 |
| Total 604495713100: | | | | | 80.00 |
| 02/01/2024 | 20240060 | Border States Electric Supply | secondary splices | 604-49573-2170 | 741.44 |
| 02/01/2024 | 20240060 | Border States Electric Supply | light bulb | 604-49573-2170 | 9.35 |
| Total 604495732170: | | | | | 750.79 |
| 02/01/2024 | 20240075 | JT Services of MN | Led post top bulbs | 604-49574-2230 | 2,340.56 |
| Total 604495742230: | | | | | 2,340.56 |
| 02/01/2024 | 12444 | Xcel Energy | December Service | 604-49574-3800 | 551.71 M |
| Total 604495743800: | | | | | 551.71 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 604-49585-3200 | 62.97 |
| 02/01/2024 | 160041 | Consolidated Communications | Monthly Billing | 604-49585-3200 | 60.57 |
| 02/01/2024 | 20240078 | MAS Communications Inc. | Answering Service - January | 604-49585-3200 | 56.36 |
| 02/01/2024 | 160074 | U.S. Postal Service | Postage - February utility bills | 604-49585-3200 | 531.82 |
| Total 604495853200: | | | | | 711.72 |
| 02/01/2024 | 20240084 | On Target Inc. | Quarterly Cass Address Certification | 604-49585-3500 | 49.41 |
| Total 604495853500: | | | | | 49.41 |
| 02/01/2024 | 160039 | City of Waseca | Summit AR | 604-49585-4320 | 3.41 |
| Total 604495854320: | | | | | 3.41 |
| 02/01/2024 | 160035 | Canadian Pacific Railway | RR flagger for underground electric on 7th Ave SW | 604-49586-3100 | 1,079.61 |
| 02/01/2024 | 160064 | Shred-it USA LLC | Monthly Service | 604-49586-3100 | 23.02 |
| Total 604495863100: | | | | | 1,102.63 |
| 02/01/2024 | 20240081 | MN Municipal Utilities Association | MMUA Dues | 604-49586-4330 | 3,041.50 |
| Total 604495864330: | | | | | 3,041.50 |
| 02/01/2024 | 160040 | ClearGov Inc | 2024 Renewal - ClearGov | 604-49586-4950 | 1,980.00 |
| 02/01/2024 | 20240085 | Pantheon Computer Systems Inc. | Maintenance Agreement | 604-49586-4950 | 995.16 |
| 02/01/2024 | 20240085 | Pantheon Computer Systems Inc. | Maintenance Agreement | 604-49586-4950 | 371.80 |
| Total 604495864950: | | | | | 3,346.96 |
| 02/01/2024 | 20240060 | Border States Electric Supply | light bulb | 604-49593-2170 | 9.35- |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
|--------------------------------|--------------|-------------------------------------|--|--------------------|--------------|
| Total 604495932170: | | | | | 9.35- |
| 02/01/2024 | 20240060 | Border States Electric Supply | 500 primary wire | 604-49593-5300 | 43,302.54 |
| 02/01/2024 | 20240060 | Border States Electric Supply | 1/0 primary wire | 604-49593-5300 | 30,315.30 |
| 02/01/2024 | 20240060 | Border States Electric Supply | conversion supplies | 604-49593-5300 | 270.92 |
| 02/01/2024 | 160070 | States Manufacturing Corporation | Substatin Switcher #2 | 604-49593-5300 | 28,550.00 |
| Total 604495935300: | | | | | 102,438.76 |
| 02/01/2024 | 20240060 | Border States Electric Supply | Electric Meters | 604-49593-5400 | 10,500.00 |
| 02/01/2024 | 20240060 | Border States Electric Supply | load control supplies | 604-49593-5400 | 921.27 |
| Total 604495935400: | | | | | 11,421.27 |
| Total Electric Utility: | | | | | 161,078.19 |
| Storm Water Utility | | | | | |
| 02/01/2024 | 20240099 | Waseca Sand & Gravel Inc. | Concrete - Storm sewer repair | 651-43140-4000 | 261.00 |
| Total 651431404000: | | | | | 261.00 |
| 02/01/2024 | 160040 | ClearGov Inc | 2024 Renewal - ClearGov | 651-43140-4950 | 330.00 |
| Total 651431404950: | | | | | 330.00 |
| Total Storm Water Utility: | | | | | 591.00 |
| Central Garage Services | | | | | |
| 02/01/2024 | 20240060 | Border States Electric Supply | desk lamp | 701-43180-2170 | 85.49 |
| 02/01/2024 | 20240070 | Huber Supply Co Inc | wire feed welding supplies | 701-43180-2170 | 261.35 |
| 02/01/2024 | 20240070 | Huber Supply Co Inc | wirefeed nozzles | 701-43180-2170 | 34.62 |
| 02/01/2024 | 20240071 | IFACS | shop supplies | 701-43180-2170 | 248.77 |
| 02/01/2024 | 160069 | State of MN | Inspection Decals | 701-43180-2170 | 70.00 |
| 02/01/2024 | 160069 | State of MN | Inspection Decals | 701-43180-2170 | 40.00 |
| 02/01/2024 | 160081 | Zep Sales & Service | hand cleaner for shop | 701-43180-2170 | 100.60 |
| Total 701431802170: | | | | | 840.83 |
| 02/01/2024 | 160032 | Auto Value Waseca | PArts | 701-43180-2210 | 312.97 |
| 02/01/2024 | 160032 | Auto Value Waseca | PArts | 701-43180-2210 | 489.55 |
| 02/01/2024 | 20240060 | Border States Electric Supply | elect. box for brine unit | 701-43180-2210 | 35.55 |
| 02/01/2024 | 160043 | Dave Syverson Truck Centers | Parts for #24X | 701-43180-2210 | 396.62 |
| 02/01/2024 | 160045 | Environmental Products & Access LLC | Vac truck main suction hose | 701-43180-2210 | 1,110.01 |
| 02/01/2024 | 160046 | Grainger | #21 plow hyd cyl | 701-43180-2210 | 418.66 |
| 02/01/2024 | 20240067 | H & L Mesabi | snow equip. cutting edges | 701-43180-2210 | 5,491.50 |
| 02/01/2024 | 160048 | Janesville Tire Service | Tires for Kubota Backhoe | 701-43180-2210 | 1,394.00 |
| 02/01/2024 | 160049 | John Deere Financial | JD motor fuel filters | 701-43180-2210 | 183.66 |
| 02/01/2024 | 20240088 | Sanco Equipment LLC | Door Hinge | 701-43180-2210 | 60.07 |
| 02/01/2024 | 160062 | Shade Tree Oil & Repair LLC | Skid loader tires | 701-43180-2210 | 1,199.28 |
| 02/01/2024 | 160063 | Shoney's Auto Body LLC | #57 repair | 701-43180-2210 | 310.93 |
| 02/01/2024 | 20240095 | Towmaster Inc | controller wire harness | 701-43180-2210 | 161.26 |
| 02/01/2024 | 20240096 | Truck Center Companies | lighting wire hrness repair | 701-43180-2210 | 2,292.52 |
| 02/01/2024 | 160080 | Winegar Enterprises LLC | #21 underbody repair | 701-43180-2210 | 405.00 |
| 02/01/2024 | 160080 | Winegar Enterprises LLC | Parts for tail gate, leaf vac, liftstations and brine tank uni | 701-43180-2210 | 1,997.82 |

| Check Issue Date | Check Number | Payee | Description | Invoice GL Account | Check Amount |
|---------------------------------------|--------------|----------------------------------|-----------------|--------------------|--------------|
| Total 701431802210: | | | | | 16,259.40 |
| Total Central Garage Services: | | | | | 17,100.23 |
| Property and Liability Insuran | | | | | |
| 02/01/2024 | 20240063 | First National Insurance | Agency Fee | 702-49955-3000 | 800.00 |
| Total 702499553000: | | | | | 800.00 |
| Total Property and Liability Insuran: | | | | | 800.00 |
| Worker's Compensation Insuranc | | | | | |
| 02/01/2024 | 160052 | Mayo Clinic Health System-Waseca | Work Comp claim | 703-49956-1510 | 1,546.80 |
| Total 703499561510: | | | | | 1,546.80 |
| Total Worker's Compensation Insuranc: | | | | | 1,546.80 |
| Equipment Replacement Fund | | | | | |
| 02/01/2024 | 160054 | Midwest Fire | New 522 Chassis | 705-49930-5400 | 85,220.00 |
| Total 705499305400: | | | | | 85,220.00 |
| Total Equipment Replacement Fund: | | | | | 85,220.00 |
| Grand Totals: | | | | | 1,443,907.45 |

Report Criteria:

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

| | | | |
|--|--|------------------------------|----------------------|
| Title: | APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE BIDS FOR THE 8 th AVENUE NE (CSAH 13) RECONSTRUCTION PROJECT (CITY PROJECT NO. 2024-01) | | |
| Meeting Date: | February 6, 2024 | Agenda Item Number: | 6C |
| Action: | <input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE | Supporting Documents: | Project Location Map |
| Originating Department: | Engineering | Presented By: | Consent Agenda |
| Approved By City Manager: <input checked="" type="checkbox"/> | | | |

BACKGROUND: On January 16, 2024, the City Council ordered the 8th Avenue NE (CSAH 13) Reconstruction Project (City Project No. 2024-01) and authorized the preparation of plans and specifications. This joint Waseca County/City of Waseca project will involve the complete concrete street reconstruction of 8th Avenue NE (CSAH 13) from 3rd Street NE to Clear Lake Drive and is included in the City’s current Capital Improvement Plan. Additional project improvements will include the replacement of sanitary sewer and water mains, replacement of sewer and water services near the property line, storm sewer and drainage improvements, ADA sidewalk and ramp replacement, the construction of new sections of ADA sidewalk and trail, and improvements to the sanitary sewer lift station at 7th Street NE.

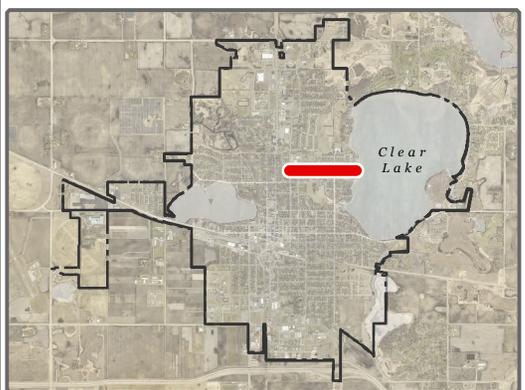
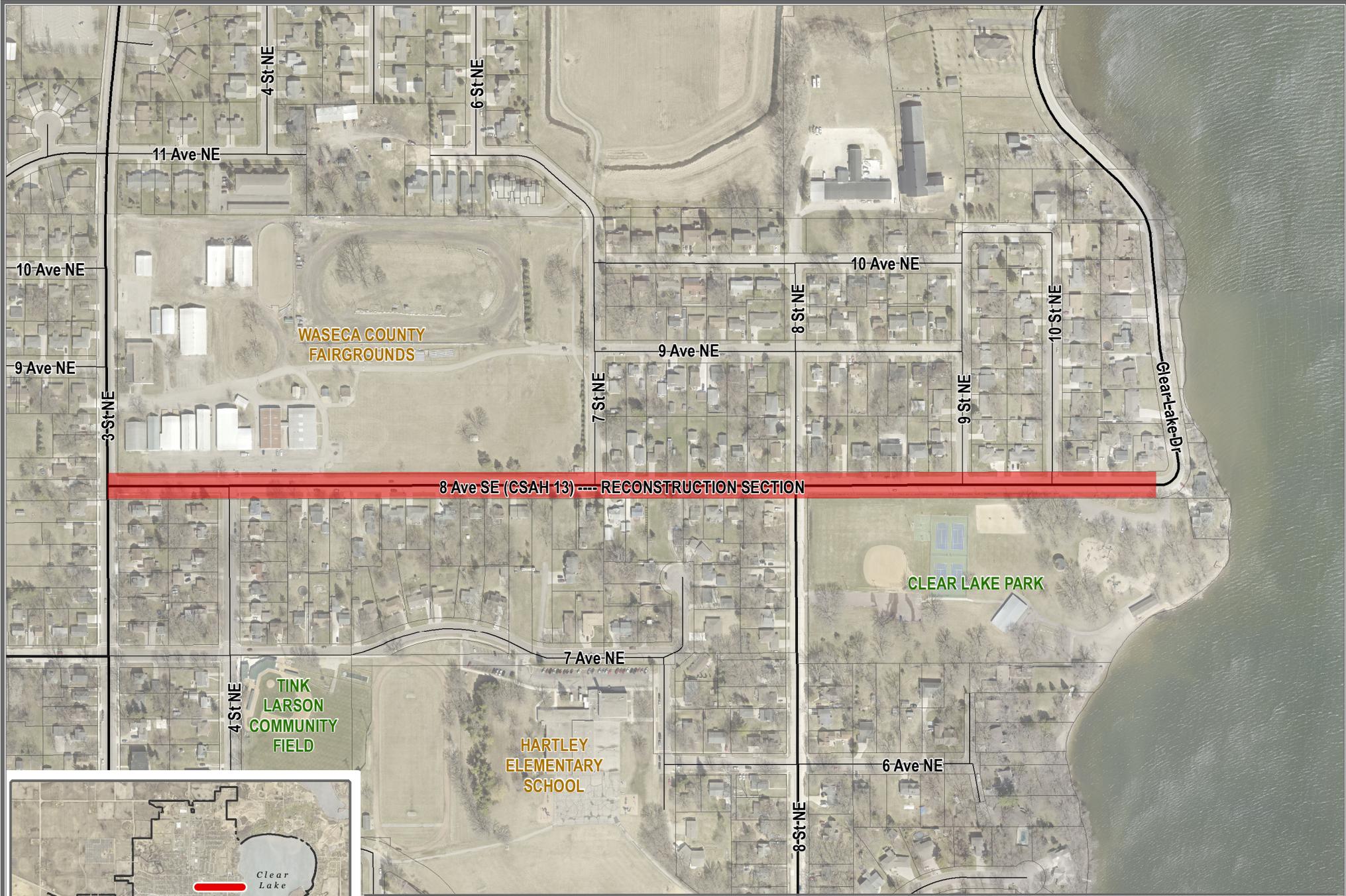
Bolton & Menk, the contracted design consultant for this project, has completed the plans and specifications, and the project is ready for bid. If approved, the project will be advertised beginning the week of February 12th with a bid opening date of March 14th. Contract award would then take place at either the March 19th or April 2nd City Council meeting.

BUDGET IMPACT: This project is included in the 2024 budget and will be funded through the capital improvement fund, the water, sanitary sewer, and storm sewer enterprise funds, state aid, and special assessments to benefiting properties. Total estimated project cost and breakdown by funding source are shown below:

| 8 th Avenue NE (CSAH 13) Reconstruction Project Summary of Total Estimated Cost | |
|---|--------------------|
| Item | Estimated Cost |
| Construction Items | \$5,038,247 |
| Contingency (5%) | \$251,913 |
| Construction Subtotal: | \$5,290,160 |
| Engineering (Design + Inspection) | \$500,000 |
| Project Subtotal: | \$5,790,160 |
| Administration (3% of Assessable Engineering + Construction) | \$74,840 |
| Total Project Cost: | \$5,865,000 |

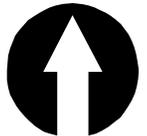
| 8th Avenue NE (CSAH 13 Reconstruction Project Summary of Anticipated Funding Sources for Estimated Cost | |
|---|---------------------------|
| Funding Source | Estimated Amount |
| 101 General | \$195,000 |
| 440 Special Assessment Fund | \$228,000 |
| 430 Capital Improvement Street Fund | \$50,000 |
| 402 State Aid Funds | \$1,028,000 |
| 651 Storm Water Fund | \$235,000 |
| 601 Water Fund | \$665,000 |
| 602 Sanitary Sewer Fund | \$810,000 |
| Waseca County | \$2,654,000 |
| Total Project Cost: | <u>\$5,865,000</u> |

RECOMMENDATION: Staff recommends the City Council approve the plans and specifications and authorize bids for the 8th Avenue NE (CSAH 13) Reconstruction Project (City Project No. 2024-01).



8TH AVENUE NE (CSAH 13) RECONSTRUCTION 3rd Street NE to Clear Lake Drive

This document is not a survey and should be used for reference purposes only!



| | | | |
|--|--|------------------------------|---------------------------|
| Title: | APPOINT DAVID ZIEGLER TO THE AIRPORT BOARD | | |
| Meeting Date: | February 6, 2024 | Agenda Item Number: | 6D |
| Action: | <input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE | Supporting Documents: | David Ziegler Application |
| Originating Department: | Engineering | Presented By: | Consent Agenda |
| Approved By City Manager: <input checked="" type="checkbox"/> | | | |

BACKGROUND: The Airport Board is an advisory board made up of five (5) members. On January 31st, member Greg Kaelberer’s current term will end, and he has indicated he does not wish to serve another term. David Ziegler submitted an Airport Board application to City staff to fill that vacancy on December 28th (attached).

At their meeting on January 30th, the Airport Board recommended by a vote of 4 to 0 to appoint David Ziegler to the Airport Board. If appointed by City Council, he would serve a 3-year term ending January 31, 2027.

BUDGET IMPACT: None.

RECOMMENDATION: Staff recommends the Waseca City Council appoint David Ziegler to the Airport Board.

CITY OF WASECA

Board/Commission/Authority Application Form

Date 12/28/23

Name David Ziegler

Address 2623 8th St. NE, Waseca, MN 56093

Telephone Number: (Home) _____ (Work) _____

Occupation: semi-retired, work 2 days/wk Nutrition Research (Large Animal)

Please check the Board/Commission/Authority for which you are applying:

- Airport Board
- Charter Commission
- Park Board
- Economic Development Authority
- Housing & Redevelopment Authority
- Human Rights Commission
- Community Ed Advisory Board
- Planning Commission
- Heritage Preservation Commission

Please tell us why you are interested in serving on this Board/Commission/Authority.

Long time pilot and owner of plane at the Waseca Airport, interested in the successful operation of airport by providing input from a user standpoint.

Have you previously served on this Board/Commission/Authority? (if yes provide dates)

NO

Have you held, or do you currently hold, an office on this Board/Commission/Authority?

NO

Please list what qualifications you possess that will be helpful to this Board /Commission /Authority.

(List your experience, education, certification, etc.)

BS degree from U of MN, pilot for 44 years

Please return completed application to Waseca City Hall, ATTN: City Clerk, 508 South State Street, Waseca, MN 56093.

RESOLUTION NO. 24-12

**A RESOLUTION OF THE WASECA CITY COUNCIL
APPROVING OFF-SITE GAMBLING
TO WASECA SLEIGH & CUTTER FESTIVAL ASSOCIATION**

WHEREAS, Waseca Sleigh & Cutter Festival Association has submitted an application to Conduct Off-Site Gambling at the following location:

**VFW Post 1642
113 Elm Avenue West
Waseca, MN 56093**

and,

WHEREAS, City approval is required by the State of Minnesota Gambling Control Board for gambling premises located within city limits.

NOW, THEREFORE, BE IT RESOLVED that the Waseca City Council does hereby approve Off-Site Gambling to Waseca Sleigh & Cutter Festival Association at 5603 NW 102nd Ave, Waseca, MN, for the date of February 16, 2024.

Adopted this 6th day of February, 2024.

RANDY L. ZIMMERMAN
MAYOR

ATTEST:

JULIA HALL
CITY CLERK



Request for City Council Action

| | | | |
|--|---|------------------------------|---|
| Title: | PUBLIC HEARING ON REPEALING AND REPLACING THE ORDINANCE REGULATING SPECIALIZED VEHICLES | | |
| Meeting Date: | FEBRUARY 6, 2024 | Agenda Item Number: | 7A |
| Action: | <input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> DISCUSSION | Supporting Documents: | <ul style="list-style-type: none"> • Ordinance No. 1112 • Sample Application • Sample Decal • Map |
| Originating Department: | Administration | Presented By: | City Manager |
| Approved By City Manager: <input checked="" type="checkbox"/> | Proposed Action: Conduct a Public Hearing on repealing Ordinance 593 and replacing it with Ordinance 1112, regulating specialized vehicles. | | |

BACKGROUND: All-terrain vehicles (ATVs) (Class 2), Utility vehicles (UTVs), Mini-Trucks, and Motorized golf carts -herein referred to as specialized vehicles, have been becoming more and more popular all over the State of Minnesota for in-city commuting. They could be allowed in Waseca by repealing Ordinance 593 and replacing it with Ordinance 1112, which will allow the City Council to adopt an annual permitting fee.

The purpose of this ordinance is to provide reasonable regulations for the use of these specific specialized vehicles on public roadways within the City of Waseca. This ordinance is not intended to allow what the Minnesota Statutes prohibit or to prohibit what the Minnesota Statutes expressly allow. It is intended to ensure public safety and prevent public nuisance.

The proposed language and Minnesota Statute §84.928(j) will not allow specialized vehicles to travel on any road with a speed limit over 30 miles per hour (MPH) or on Elm Avenue (Old Highway 14) or State Street (Highway 13). A specialized vehicle operator may cross any street or highway intersecting a designated roadway.

No person shall operate a Class 2 ATV, a Utility Task Vehicle, a mini truck, or a golf cart on streets, alleys, or city-owned property within the City of Waseca without obtaining a permit for that specific vehicle.

Class 1 ATVs are prohibited on all streets, roadways, alleys, bike trails, or walking trails in the City of Waseca and do not qualify for a permit.

BUDGET IMPACT: This Ordinance Revision will cost less than \$100 to publish. The permit fee to residents is proposed at \$25 per permit for the year from January 1st to December 31st.

RECOMMENDATION: Staff recommends the Waseca City Council Repeal Ordinance 593 and replace it with Ordinance 1112 regulating specialized vehicles in the City of Waseca

ORDINANCE NO. 1112

AN ORDINANCE OF THE CITY OF WASECA

REGULATING SPECIALIZED VEHICLES: ALL-TERRAIN VEHICLES (ATVs) CLASS 2,

UTILITY TASK VEHICLES (UTVs), MINI TRUCKS, AND GOLF CARTS

The City of Waseca does hereby ordain:

That Ordinance 593 of the Waseca City Code of Ordinances be repealed in its entirety and replaced with the following labeled 1112:

Subd. 1. Purpose and Intent

The purpose of this ordinance is to provide reasonable regulations for the use of these specific specialized vehicles on public roadways within the City of Waseca. This ordinance is not intended to allow what the Minnesota Statutes prohibit or to prohibit what the Minnesota Statutes expressly allow. It is intended to ensure public safety and prevent public nuisance.

Subd. 2. Definitions

- A. **Driver/Operator:** The person driving and having physical control over the all-terrain vehicle, utility task vehicle, mini-truck, or motorized golf cart.
- B. **All-Terrain Vehicles (ATVs) – Class 2.** Class 2 ATVs are motorized flotation-tired vehicles with at least three but no more than six low-pressure tires with an engine displacement of less than 960 cubic centimeters and a total dry weight of 1,000 to 1,800 pounds—herein referred to as ATVs.
- C. **Utility Task Vehicles (UTVs):** As defined by MN Statute 169.045, subd. 1 (3), a side-by-side, four-wheel drive, off-road vehicle that has four wheels, is propelled by an internal combustion engine with a piston displacement capacity of 1,200 cubic centimeters or less and has a total dry weight of 1,800 but less than 2,600 pounds—herein referred to as UTVs.
- D. **Mini-truck:** as defined by MN Statute 169.011, Subd. 40 (a), as may be amended from time to time, a motor vehicle that has four wheels is propelled by an electric motor with a rated power of 7,500 watts or less or an internal combustion engine with a piston displacement capacity of 660 cubic centimeters or less; has a total dry weight of 900 to 2,200 pounds; contains an enclosed cabin and a seat for the vehicle operator; commonly resembles a pickup truck or van, including a cargo area or bed located at the rear of the vehicle; and was not originally manufactured to meet federal motor vehicle safety standards required of motor vehicles in the Code of Federal Regulations, Title 49, Sections 571.101 to 571.404, and successor requirements. For purposes of this ordinance, a mini-truck shall be operated under a permit on designated roadways if it is equipped with the following:
 - 1. At least two headlamps
 - 2. At least two tail lamps
 - 3. Front and rear turn-signal lamps

4. An exterior mirror mounted on the driver's side of the vehicle and either an exterior mirror mounted on the passenger's side of the vehicle or an interior mirror.
 5. A windshield
 6. A seat belt for the driver and front passenger
 7. A parking brake
- E. **Motorized Golf cart:** A motorized golf cart is a vehicle with four wheels used primarily for light terrain slow-moving operation. For purposes of this ordinance, a motorized golf cart shall be equipped with the following:
1. Rear view mirrors as defined by MN Statute 169.70
- F. **Permittee:** A person who has obtained a permit for an ATV, UTV, mini-truck, or golf cart.
- G. **Designated roadways:** Roadways within the City of Waseca with a posted speed limit of thirty (30) miles per hour or less.
- H. **Physically Disabled resident** – an individual who meets the criteria set forth in Minn. Stat. 169.345, Subd. 2.

Subd. 3. Permits

No person shall operate a Class 2 ATV, a Utility Task Vehicle, a mini truck, or a golf cart on streets, alleys, or city-owned property within the City of Waseca without first obtaining a permit as provided herein for that specific vehicle.

Class 1 ATVs are not allowed on streets, roadways, bike trails, or walking trails in the City of Waseca.

Authorized City of Waseca staff may operate city-owned all-terrain vehicles – Class 2 or utility task vehicles - without obtaining a permit within the city on city streets, sidewalks, trails, right-of-way, and public property. City-owned vehicles may be operated at any time and on any state or federal highway, city street, sidewalk, trail, right-of-way, or public property only when conducting city business.

- A. Every application for a permit shall be made on a form supplied by the City and shall contain all of the following information:
1. The applicant's name, address, and date of birth.
 2. The nature of the applicant's physical handicap, if any. If there is a physical handicap, per MN Statute 169.045, the applicant must submit a certificate signed by a physician that the applicant can safely operate an all-terrain vehicle – Class 2, utility task vehicle, mini-truck, or motorized golf cart on the designated roadways.
 3. Provide the model name, make, year, and registration information of the all-terrain vehicle, utility terrain vehicle, all-terrain vehicle, mini-truck, or motorized golf cart that is being permitted.
 4. Current driver's license number or a statement as to why the applicant does not have a current driver's license.
 5. Proof of insurance, including the company name, policy number, effective dates, and coverage covering the permitted vehicle.

6. If the driver is born after July 1, 1987, and is requesting a permit for an ATV or UTV, they must provide proof of successful completion of the ATV Safety Training course by the Minnesota Department of Natural Resources.
 7. The permittee must provide all pertinent information concerning all licensed drivers utilizing the specialized vehicle.
 8. Other information the City may require.
- B. The annual permit fee shall be in an amount duly established by the City Council from time to time and set forth in the City of Waseca Master Fee schedule.
 - C. Permits shall be granted for a period of one (1) year beginning January 1st and ending on December 31st and may be renewed annually. Permit fees will not be prorated, transferred, or refundable.
 - D. No permit will be issued if:
 1. the applicant has had their driving privileges suspended, revoked, or canceled for any and all reasons.
 2. The applicant fails to comply with any required documents outlined in the application form.
 - E. An applicant may apply for more than one permit, and each ATV, UTV, mini-truck, or golf cart must have its own application and permit. Transferring of permits is not allowed.

Subd. 4. Operation

- A. Any ATV, UTV, mini-truck, or golf cart operating on designated roadways in the City of Waseca shall have a valid permit pursuant to Subd. 3, and the vehicle's driver shall be at least sixteen (16) years of age with a valid driver's license. The permit must be affixed and displayed on the vehicle's rear adjacent to the slow-moving vehicle placard/emblem.
- B. ATVs, UTVs, and golf carts shall display the slow-moving vehicle placard/emblem provided for in Minn. Stat. 169.045 and Minn. Stat. 169.522, as it may be amended from time to time when operated on designated roadways.
- C. ATVs, UTVs, Golf Carts, and mini-trucks shall be equipped with a rearview mirror to provide the driver with adequate vision from behind as required by Minn.Stat.169.70, as it may be amended from time to time.
- D. The driver/operator shall provide a signal of intention when turning or stopping the motorized golf cart as defined in MN Statute 169.19. The signals herein required shall be given either by means of the hand and arm or by a signal lamp or signal device of a type approved by the Commissioner of Public Safety.
- E. ATVs, UTVs, and golf carts may only be operated on designated roadways from sunrise to sunset. They shall not be operated in inclement weather conditions or when visibility is impaired by weather, smoke, fog, or other conditions or at any time where there is insufficient light to clearly see persons and vehicles on the roadway at a distance of 500 feet.
- F. Every person operating an ATV, UTV, mini-truck, or golf cart under a permit on designated roadways has all the rights and duties applicable to the driver of any other vehicle under the

provisions of Minn. State Chapter 169, as it may be amended from time to time, except when these provisions cannot reasonably be applied to mini-trucks and except as otherwise specifically provided in Minn. Stat. 169.045, subd. 7, as it may be amended from time to time. Registration does not exempt compliance with all applicable local, state, and federal laws.

- G. ATVs, UTVs, mini-trucks, and golf carts are permitted to operate only on City streets and not State or Federal highways, except when crossing such highways per Minnesota Statute §84.928(j). An ATV, UTV, or golf cart operator may cross any street or highway intersecting a designated roadway.
- H. ATVs, UTVs, and golf carts are not permitted to travel on any portion of Elm Avenue or State Street within the City limits of Waseca.
- I. ATVs, UTVs, and golf carts are not allowed to travel on any bike trail or walking trail within the City limits of Waseca.
- J. Mini-trucks may travel on Elm Avenue and State Street within the City limits of Waseca if they are licensed with a State-issued license plate, valid registration, and a valid City of Waseca permit. They are not allowed on any bike trail or walking trail within the City of Waseca.
- K. A person less than eighteen (18) years of age shall not ride as a passenger or as an operator on the roadways in the City of Waseca unless they are wearing a safety helmet approved by the Commissioner of Public Safety and/or is deemed Department of Transportation (DOT) certified and approved.
- L. A person less than eighteen (18) years of age shall not ride as a passenger or as an operator of an ATV without wearing a seatbelt when provided by the manufacturer.
- M. The number of occupants on the ATV, UTV, mini-truck, or golf cart may not exceed the design occupant load.
- N. Specialized vehicles must obey all parking rules found in Chapter 71 of the Waseca, MN Code of Ordinances.
- O. Specialized vehicles must abide by all MN statutes and regulations that are not specifically outlined in this ordinance.
- P. The operation of these vehicles shall be totally the risk and responsibility of the driver/operator. The City, by passing this ordinance, assumes no responsibility for their operation and shall be held harmless in any action arising from the operation of them.
- Q. A permit may be suspended, revoked, or denied at any time by the City or its designee if the permittee has violated or has allowed a violation to occur within the provisions of this ordinance or Minn. Stat. Chapter 169, as it may be amended from time to time, or if there is evidence that the permittee cannot safely operate the ATV, UTV, mini-truck or golf cart on the designated roadways.
- R. The permittee who has his/her permit suspended may request a hearing within five (5) days of receiving the notice that the permit is being suspended or revoked. Any notice of suspension or revocation of the permit must be provided to the permit holder at least five (5) days before the effective date of the suspension or revocation, except that a police officer may temporarily suspend a permit without notice if, in the police officer's professional judgment, public safety would be otherwise endangered. A hearing request form is available upon request from the Waseca City Clerk.

Subd. 5. Storage

The storage of golf cars on residentially zoned properties will comply with City of Waseca ordinances.

Subd. 6. Violation; Penalty

- A. Any permittee violating or allowing this ordinance to be violated shall have their permit to operate an ATV, UTV, mini-truck, or golf cart in the City of Waseca revoked and shall be guilty of a misdemeanor offense.
- B. Any person who operates an ATV, UTV, mini-truck, or golf cart without the required permit shall be guilty of a misdemeanor offense.



City of Waseca Specialized Vehicle Permit Application

City of Waseca - 508 South State Street, Waseca, MN 56093 - Phone: 507-835-9700

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Driver's License

Drivers License No. _____ State _____

Attach a copy of the driver's license, learner's permit, and if applicable a certificate signed by a licensed physician that the applicant can operate a motorized golf cart on designated roadways. Additional DNR training if applicable.

Specialized Vehicle Information

Year _____ Make: _____
Model _____ Serial #: _____

Insurance Information

Insurance Company _____ Policy Number _____

Attach a copy of the insurance policy to the application.

Applicant Acknowledgment and Signature

I understand that this permit is valid from January 1st- December 31st of each year. I hereby certify that I have read and examined this application and know the same to be true and correct. I agree that all laws and ordinances governing specialized vehicles operation in Waseca will be complied with whether they are specified herein or not. By signing this permit application, the applicant or driver of the specialized vehicle (listed above): 1) attests that said specialized vehicle (listed above) complies with City regulations and 2) hereby agrees to abide by the conditions of the permit included with the application and City Code 70 and Ordinance 1112. Failure to abide by the conditions of the permit may result in the revocation of this permit by the City of Waseca and shall be guilty of a misdemeanor offense.

Signature: _____ Date: _____

| Office Use Only | | |
|--|--|------------------------------|
| Contacts | Fees | Receipt |
| Police Department: 507-834-4100 City Hall: 507-834-4100 | Fees will be established from time to time by Resolution of the Council. | Check Cash Date Issued |
| Approval | | Permit Number |

Specialized Vehicle Equipment Self Checklist

| | | |
|---|------------|-----------|
| Slow-moving Vehicle Emblem Installed | Yes | No |
| Rear View Mirror Installed | Yes | No |
| Headlights | Yes | No |
| Taillights | Yes | No |

Approved _____
[Signature]

CONDITIONS OF PERMIT

- To operate on City streets, operators shall have a valid driver's license, learner's permit, or if applicable a certificate signed by a licensed physician that the applicant is able to operate a motorized vehicle on designated roadways. Department of Natural Resources training if born after July 1, 1987, along with a current City issued Permit. Every operator must have proof of insurance in possession while operating the motorized vehicle on designated streets and shall produce proof of insurance on demand of a police officer as specified in Minnesota Statutes Section 169.791.
- The owner shall obtain and apply the waterproof permit issued by the City on the front panel of the driver's side of the vehicle.
- Motorized golf carts may be operated within the City on designated roadways within the City of Waseca with a posted speed limit of thirty (30) miles-per-hour or less and/or identified on the "Permitted Roadways" figure-please see attachment. The operator of any motorized golf cart may make a direct crossing of any intersecting roadway.
- Motorized golf carts may only operate on designated roadways from sunrise to sunset from April through October each year and not during inclement weather, or when visibility is impaired by weather, smoke, fog, or other conditions, or when there is insufficient light to see clearly.
- Motorized golf carts shall display the slow-moving vehicle emblem provided in Minnesota Statutes Section 169.522, when operated on designated roadways, and be equipped with a rearview mirror capable of viewing at least 200 ft. behind the cart.
- The number of occupants in the motorized golf cart shall not exceed the design occupant load. Each occupant must be seated in a seat designed for occupants.
- A person less than eighteen (18) years of age shall not ride as a passenger or as operator on the roadways in the City of Waseca unless wearing a safety helmet approved by Department of Transportation (DOT)
- The motorized golf cart shall be in good working condition and safe for the transportation of passengers.
- The storage of specialized vehicles on residentially zoned properties will comply with City Code.
- A complete list of regulations for specialized vehicles can be located in the City of Waseca Ordinance 1112.

Golf Cart/ATV Labels- Water Proof 3" x 5" Oval, can customize however.... will change every year

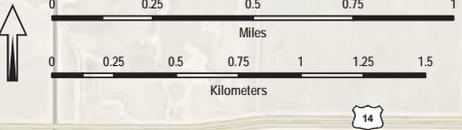
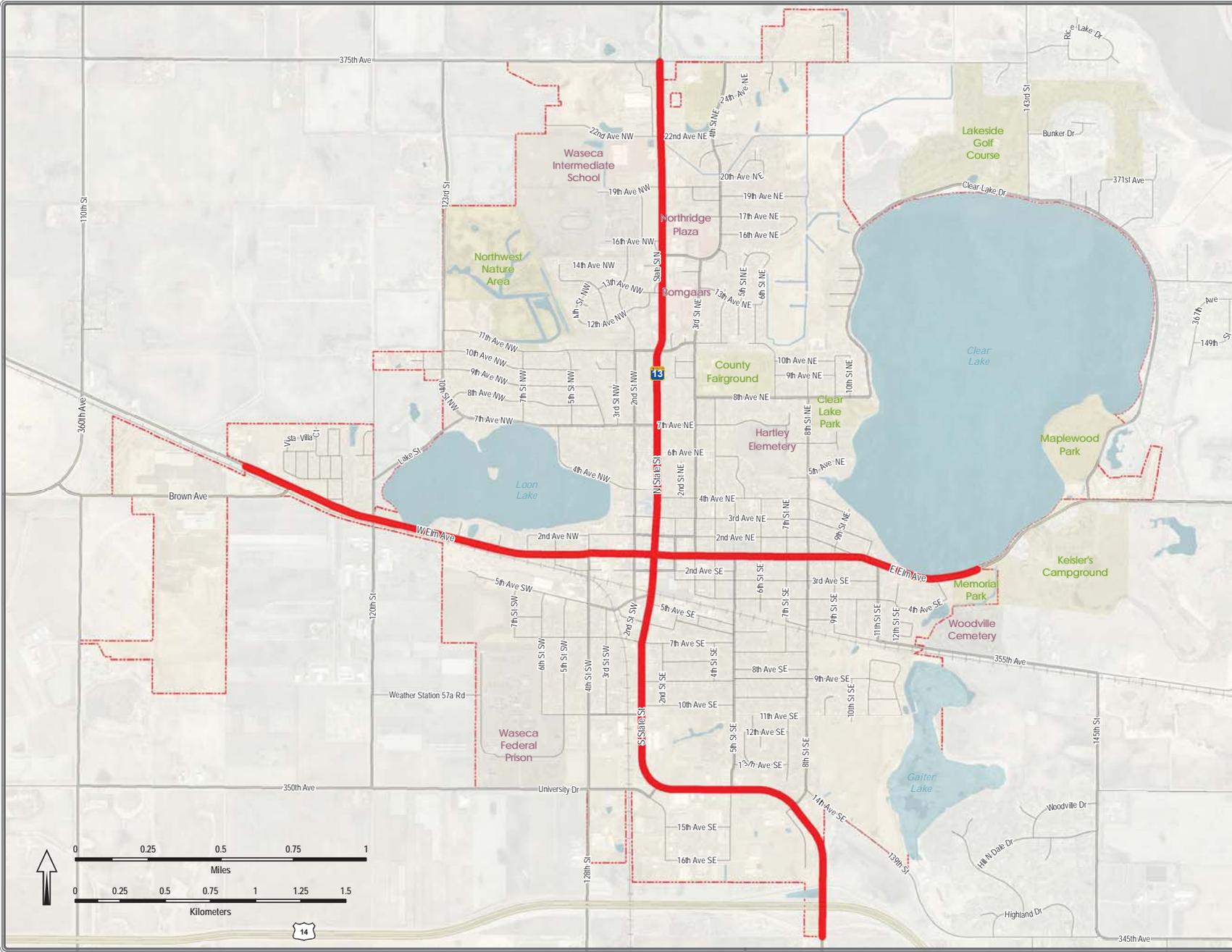
Sample:



SPECIALIZED VEHICLE MAP

PROHIBITED STREETS MAP

-  PROHIBITED STREETS
- ELM AVENUE & STATE STREET
- WITHIN CITY LIMITS



Disclaimer: The data represented on this document is neither a legally recorded map nor a survey, and is intended for reference purposes only. The information presented has not been verified, and neither the City of Waseca, or its employees or agents makes any representation to the accuracy of the features and data presented here within. This map was created through the use of several city, county, state and federal data sources. For specific information regarding this map, or to report errors or omissions, contact the Planning & Zoning Department.

Date Updated: 10/25/2023

| | | | |
|--|---|------------------------------|---|
| Title: | RESOLUTION 24-10 OF THE WASECA CITY COUNCIL ADOPTING THE 2024 ANNUAL ENTERPRISE BUDGETS. | | |
| Meeting Date: | February 6, 2024 | Agenda Item Number: | 7B |
| Action: | <input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION | Supporting Documents: | <ul style="list-style-type: none"> • Res. No. 24-10 • Enterprise Fund Summary |
| Originating Department: | Finance | Presented By: | Finance Director |
| Approved By City Manager: <input checked="" type="checkbox"/> | Proposed Action: Motion to adopt Resolution 24-10: A Resolution of the Waseca City Council Adopting the 2024 Annual City Enterprise Budget. | | |

BACKGROUND: Staff reviewed the Enterprise budgets with the City Council at a work session on January 16th. Revenues for the enterprise funds stayed steady, as there are currently no rate changes.

The increase in expenditures is contributed to capital expenditures that ebb and flow from year to year depending on the capital needs and projects. This is compensated for through fund balance projections. Staff consistently evaluates fund balances out 5+ years to ensure adherence to the City’s fund balance policies and fiscal management.

Attached to the budget resolution, you will find summary budget information relating to the revenue categories and department expenditures for the Enterprise Budgets.

STAFF RECOMMENDATION:

Staff recommends adoption of Resolution 24-10: Adopting the 2024 Annual Enterprise Budgets

RESOLUTION NO. 24-10

**A RESOLUTION OF THE WASECA CITY
COUNCIL ADOPTING THE 2024 ANNUAL
CITY ENTERPRISE BUDGETS**

WHEREAS, the City Council of the City of Waseca has reviewed the proposed annual enterprise budgets, as submitted by the City Manager; and

WHEREAS, the City Council has reviewed said proposed enterprise budgets to provide for all necessary enterprise services.

NOW, THEREFORE, BE IT RESOLVED the annual budget of the City of Waseca for the fiscal year beginning January 1, 2024, which has been submitted by the City Manager, is hereby adopted, the totals of said budget and the major divisions are summarized as set forth in the exhibit which is attached hereto and incorporated herein by reference.

Adopted this 6th day of February 2024.

RANDY L. ZIMMERMAN
MAYOR

ATTEST:

JULIA HALL
CITY CLERK



Enterprise Fund Summary

Revenue by Fund

| Name | FY2021 Actual | FY2022 Budgeted | FY2023 Budgeted | FY2024 Budgeted | FY2023 Budgeted vs. FY2024 Budgeted (% Change) |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|--|
| Water | | | | | |
| Intergovernmental Revenues | \$532,496 | \$0 | \$0 | \$0 | 0% |
| Other | \$30,571 | \$27,000 | \$34,000 | \$77,000 | 126.5% |
| Utility Revenue | \$1,803,498 | \$1,750,500 | \$1,792,552 | \$1,805,052 | 0.7% |
| Other Financing Sources | \$0 | \$0 | \$50,000 | \$51,900 | 3.8% |
| Total Water: | \$2,366,565 | \$1,777,500 | \$1,876,552 | \$1,933,952 | 3.1% |
| Sanitary Sewer | | | | | |
| Taxes | \$0 | \$181,267 | \$181,298 | \$181,266 | 0% |
| Intergovernmental Revenues | \$714 | \$0 | \$0 | \$0 | 0% |
| Other | \$6,111 | \$5,000 | \$7,500 | \$75,000 | 900% |
| Utility Revenue | \$2,782,592 | \$2,666,000 | \$2,671,112 | \$2,667,112 | -0.1% |
| Other Financing Sources | \$195,042 | \$0 | \$0 | \$0 | 0% |
| Total Sanitary Sewer: | \$2,984,459 | \$2,852,267 | \$2,859,910 | \$2,923,378 | 2.2% |
| Electric Utility | | | | | |
| Intergovernmental Revenues | \$722 | \$0 | \$0 | \$0 | 0% |
| Other | \$251,030 | \$10,000 | \$10,000 | \$10,000 | 0% |
| Utility Revenue | \$7,347,288 | \$7,162,279 | \$7,826,374 | \$7,707,967 | -1.5% |
| Total Electric Utility: | \$7,599,040 | \$7,172,279 | \$7,836,374 | \$7,717,967 | -1.5% |
| Storm Water Utility | | | | | |
| Intergovernmental Revenues | \$54 | \$0 | \$0 | \$0 | 0% |
| Other | \$365,794 | \$359,055 | \$359,255 | \$366,752 | 2.1% |
| Utility Revenue | \$2,938 | \$3,000 | \$3,000 | \$3,400 | 13.3% |
| Other Financing Sources | \$16,008 | \$0 | \$0 | \$0 | 0% |
| Total Storm Water Utility: | \$384,795 | \$362,055 | \$362,255 | \$370,152 | 2.2% |
| Total: | \$13,334,859 | \$12,164,101 | \$12,935,091 | \$12,945,449 | 0.1% |

Expenditures by Fund

| Name | FY2021 Actual | FY2022 Budgeted | FY2023 Budgeted | FY2024 Budgeted | FY2023 Budgeted vs. FY2024 Budgeted (% Change) |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|--|
| Water | | | | | |
| Personnel | \$395,630 | \$430,006 | \$544,282 | \$541,715 | -0.5% |
| Supplies | \$120,893 | \$115,350 | \$121,880 | \$160,950 | 32.1% |
| Services & Charges | \$190,155 | \$175,333 | \$196,780 | \$196,650 | -0.1% |
| Charges | \$603,612 | \$553,740 | \$602,243 | \$70,405 | -88.3% |
| Capital Outlay | -\$8,521 | \$1,857,200 | \$0 | \$1,915,000 | N/A |
| Debt Service | \$27,614 | \$222,974 | \$221,837 | \$222,262 | 0.2% |
| Transfers | \$27,250 | \$77,250 | \$53,150 | \$116,516 | 119.2% |
| Total Water: | \$1,356,632 | \$3,431,853 | \$1,740,172 | \$3,223,498 | 85.2% |
| Sanitary Sewer | | | | | |
| Personnel | \$730,450 | \$829,990 | \$654,657 | \$939,531 | 43.5% |
| Supplies | \$139,265 | \$173,800 | \$181,450 | \$172,500 | -4.9% |
| Services & Charges | \$346,908 | \$322,106 | \$358,056 | \$356,126 | -0.5% |
| Charges | \$1,367,092 | \$1,339,658 | \$1,420,570 | \$121,783 | -91.4% |
| Capital Outlay | \$35,726 | \$1,492,000 | \$25,000 | \$1,630,000 | 6,420% |
| Debt Service | \$168,438 | \$1,003,249 | \$1,002,119 | \$1,008,084 | 0.6% |
| Transfers | \$120,468 | \$120,468 | \$120,468 | \$173,622 | 44.1% |
| Total Sanitary Sewer: | \$2,908,346 | \$5,281,271 | \$3,762,320 | \$4,401,646 | 17% |
| Electric Utility | | | | | |
| Personnel | \$720,935 | \$770,012 | \$802,220 | \$789,062 | -1.6% |
| Supplies | \$164,201 | \$198,950 | \$131,250 | \$126,450 | -3.7% |
| Services & Charges | \$5,154,794 | \$5,140,044 | \$5,487,219 | \$5,529,529 | 0.8% |
| Charges | \$493,324 | \$481,904 | \$505,242 | \$53,729 | -89.4% |
| Capital Outlay | \$56,446 | \$398,000 | \$20,000 | \$465,000 | 2,225% |
| Debt Service | \$1,167 | \$500 | \$10,250 | \$12,125 | 18.3% |
| Transfers | \$482,000 | \$437,000 | \$437,000 | \$600,000 | 37.3% |
| Total Electric Utility: | \$7,072,867 | \$7,426,410 | \$7,393,180 | \$7,575,895 | 2.5% |
| Storm Water Utility | | | | | |
| Personnel | \$33,217 | \$68,875 | \$106,884 | \$108,548 | 1.6% |
| Supplies | \$4,191 | \$4,020 | \$4,050 | \$4,050 | 0% |
| Services & Charges | \$36,771 | \$59,728 | \$59,478 | \$59,478 | 0% |
| Charges | \$236,452 | \$214,202 | \$243,813 | \$26,408 | -89.2% |
| Capital Outlay | \$189 | \$30,000 | \$0 | \$320,000 | N/A |
| Transfers | \$6,400 | \$6,400 | \$6,400 | \$23,469 | 266.7% |
| Total Storm Water Utility: | \$317,220 | \$383,225 | \$420,625 | \$541,953 | 28.8% |
| Total: | \$11,655,066 | \$16,522,759 | \$13,316,297 | \$15,742,992 | 18.2% |

| | | | |
|--|---|------------------------------|---|
| Title: | RESOLUTION 24-11: AMENDING THE MASTER FEE SCHEDULE | | |
| Meeting Date: | February 6, 2024 | Agenda Item Number: | 7C |
| Action: | <input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION | Supporting Documents: | <ul style="list-style-type: none"> • Resolution 24-11 • Master Fee Schedule |
| Originating Department: | Finance | Presented By: | Finance Director |
| Approved By City Manager: <input checked="" type="checkbox"/> | Proposed Action: Motion to adopt Resolution 24-11: Amending the Master Fee Schedule | | |

BACKGROUND: The Master Fee Schedule is amended periodically when departments change their corresponding fees. This is a routine review brought to the Council as a best practice and fiscal transparency.

The attached fee schedule includes several minor additions to the Master Fee Schedule and changes to amounts. These changes are suggested based on an analysis that was completed reviewing both neighboring and comparable-sized cities and actual costs to provide the service. The changes included are as follows:

- Community Development/Planning & Zoning Fees
 - o Clarify the Tax Abatement title to include “Commercial.” There is no charge for residential tax abatements.
 - o Remove “RBEG” from the Revolving Loan Fund Title. What used to be the RBEG (Rural Business Enterprise Grant) fund has now been expanded. The policy has been updated to be expanded and is no longer referred to as the RBEG fund.
 - o Remove the IRP Revolving Loan Fund fee. The City has not had an IRP Revolving Loan Fund since 2011.
- Police Department Fees
 - o Update Police Reserve Fee Title. The Police Reserves no longer work at Private Parties. They do, however, are contracted for Special Events. Staff felt this was a needed update for clarification and transparency.
- Visitation Center – Connections
 - o The Connections Center was closed in 2023; therefore, these fees are not needed on the Master Fee Schedule.
- Utility Fees
 - o Addition of Sewer Service Video – Flash Drive Fee – This fee recoups the flash drive costs when residents request a copy of their sewer service video.

BUDGET IMPACT: Many of these fees simplify the City’s fee schedule and/or pass actual service costs to the requester.

RECOMMENDATION: Motion to approve Resolution 24-11: Amending the Master Fee Schedule.

RESOLUTION NO. 24-11

**A RESOLUTION OF THE CITY OF WASECA, MINNESOTA
AMENDING THE MASTER FEE SCHEDULE**

WHEREAS, the City of Waseca utilizes various fees to partially cover the costs of specific programs, services, and enforcement activities and

WHEREAS, the City needs to update the various fees and fee amounts on a regular basis to address changing circumstances and costs for the programs, services, and enforcement activities and

WHEREAS, the fee schedule requires a resolution to make any change to the dollar amount or fee type, and

NOW, THEREFORE, BE IT RESOLVED that the Master Fee Schedule shall be amended to include the addition outlined in Appendix A.

Dated this 6th day of February 2024.

RANDY L. ZIMMERMAN
MAYOR

ATTEST:

JULIA HALL
CITY CLERK

**Appendix A
Master Fee Schedule**

| LICENSE TYPE | FEES |
|--|---------------------------------|
| LICENSES/PERMITS | |
| Cigarettes, Tobacco Products, Electronic Delivery Devices | \$ 235.00 |
| Peddler permit | \$ 265.00 |
| Transient Merchant Permit | \$ 265.00 |
| Investigative fee | \$ 30.00 |
| Taxicabs (per cab) | \$ 100.00 |
| Garbage haulers | \$ 295.00 |
| Duplicate License | \$ 10.00 |
| BEER/LIQUOR LICENSES | |
| Beer On Sale | \$ 295.00 |
| Beer Off Sale (Class A) | \$ 160.00 |
| (Class B) | \$ 175.00 |
| Temporary Beer | \$ 30.00 |
| Bottle Club (Consumption & Display) | \$ 250.00 |
| Liquor On Sale (Class A) * | \$ 2,105.00 |
| (Class B) | \$ 2,480.00 |
| Liquor Off Sale (Class A) * | \$ 135.00 |
| (Class B) | \$ 150.00 |
| Sunday On Sale | \$ 200.00 |
| Temporary Sunday Liquor | \$ 60.00 |
| Temporary Liquor | \$ 60.00 |
| Clubs 1-200 members (Class A) * | \$ 270.00 |
| (Class B) | \$ 300.00 |
| 201-500 members (Class A) * | \$ 450.00 |
| (Class B) | \$ 500.00 |
| 501-1000 members (Class A) * | \$ 585.00 |
| (Class B) | \$ 650.00 |
| 1001-2000 members (Class A) * | \$ 720.00 |
| (Class B) | \$ 800.00 |
| Wine On Sale | \$ 650.00 |
| Brewery/Tap Room | \$ 500.00 |
| * Applicant must pass two compliance checks and have no other liquor violations to qualify for Class A 10% discounted fee | |
| RENTAL HOUSING | |
| Rental License | \$ 45.00 + \$20/unit |
| inspection per unit | \$ 30.00 |
| re-inspection fee | \$ 40.00 |
| transfer fee | \$ 20.00 |
| BUILDING PERMITS/INSPECTION FEES | |
| Building Permits | |
| Residential | 100% of 1997 State Fee Schedule |
| Roofing (Based on Value) | \$15.00 - \$95.00 |
| Plumbing | \$ 70.00 |
| Mechanical | \$ 70.00 |
| Furnace Replacement | \$ 50.00 |
| Furnace State Surcharge | based on valuation |
| Plumbing Remodel | \$ 35.00 |

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| Mechanical Remodel | \$ | 35.00 |
| Water Softener or Water Heater | \$ | 50.00 |
| Water Softener or Water Heater Surcharge | | based on valuation |
| Commercial | | 100% of 1997 State Fee Schedule |
| Plumbing | | based on valuation |
| Mechanical | | based on valuation |
| Furnace or Air Conditioner | | based on valuation |
| Water Heater or Water Softener | | based on valuation |
| Plumbing Remodel | | based on valuation |
| Mechanical Remodel | | based on valuation |
| Commercial New Construction Mechanical | | based on valuation |
| Commercial New Construction Plumbing | | based on valuation |
| Right-of-way obstruction permits | \$ | 20.00 |
| Excavation permits up to 100' | \$ | 50.00 |
| Additional charge for every 100 additional lineal feet | \$ | 20.00 |
| Mobile Home Park Building Permit plus pre-move inspection fee @ hourly rate | \$ | 200.00 |
| Building moving expenses (i.e. police escort, utilities, public works, etc.) | | actual costs |
| Demolition Permit | | |
| Residential | \$ | 50.00 |
| Commercial | \$ | 75.00 |
| FALSE ALARM RESPONSES (POLICE/FIRE/BOTH) | | |
| 1-2 false alarms | \$ | - |
| 3-5 false alarms | | \$ 60/235/295 |
| 6-10 false alarms | | \$120/295/410 |
| 10 or more false alarms | | \$235/585/820 |
| COMMUNITY DEVELOPMENT/PLANNING & ZONING | | |
| Zoning Amendments | | |
| Text | \$ | 500.00 |
| Rezone Property | \$ | 500.00 |
| Conditional Use Permit | | |
| Homestead | \$ | 300.00 |
| Other Residential | \$ | 700.00 |
| Public/Semi-Public | \$ | 400.00 |
| Commercial/Industrial/Planned Unit Development | \$ | 700.00 |
| Extend CUP (without hearing) | \$ | 100.00 |
| Variance | | |
| Homestead | \$ | 300.00 |
| Other Residential | \$ | 520.00 |
| Public/Semi-Public | \$ | 400.00 |
| Commercial/Industrial | \$ | 520.00 |
| Mixed Use Overlay District - Certificate of Design Compliance | \$ | 100.00 |
| Subdivision | | |
| Preliminary Plat | \$ | 500.00 |
| | | + \$10/parcel over 10 parcels |
| Final Plat (no fee if processed with preliminary plat) | \$ | 300.00 |
| Plat Re-approval (extension) | \$ | 200.00 |
| Administrative Subdivision | \$ | 150.00 |
| Vacate Easement/Right-of-Way | \$ | 250.00 plus costs |
| Annexation/Detachment (+State fees) | \$ | 200.00 + 5.00/acre |
| Comprehensive Plan/Land Use Plan Amendment | \$ | 500.00 |
| Wetland Delineation Review Fee | | actual costs |
| Zoning Letter | \$ | 25.00 |
| Sign Permit | | |

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| Up to 100 sf | | \$ | 20.00 |
| Over 100 sf | | \$ | 30.00 |
| Economic Development Application Fees | | | |
| Loan Subordination | | \$ | 50.00 |
| Commercial Tax Abatement | | \$ | 500.00 |
| Tax Increment Financing | | | \$500.00 + % of proceeds |
| RBE Revolving Loan Fund | | | \$100.00 + orig fee |
| IRP Revolving Loan Fund | | | \$500.00 + orig fee |
| Downtown Commercial Rehabilitation Loan Program (this fee is refundable upon closing of the loan) | | | \$500.00 |
| OTHER FEES/CHARGES | | | |
| Special Assessment searches | | \$ | 25.00 |
| Dishonored Check Fee (in accordance with MN Statutes 604.113) | | \$ | 30.00 |
| Administrative Fee | | | 10% of billing |
| PARK RESERVATION FEES/PAVILION RENTALS/MISC. PARK FEES/COMMUNITY ROOM | | | |
| Private Use of picnic tables at Any location - drop off & pick up by City Staff (service only available to City residents for use within City limits) | | \$ | 15.00 |
| Athletic Tournaments | | | |
| Adult Softball Team Fee | | \$ | 25.00 |
| Adult Sand Volleyball | | \$ | 15.00 |
| Non-Resident User Fee | | \$ | 115.00 |
| Facility Rental Fee - per team | | \$ | 10.00 |
| For non-team events or tournaments, a \$1.00 per individual entrant fee shall apply. | | | |
| All labor & materials for tournaments shall be at cost plus 15% including overtime rate if applicable to be set annually by Park Director. | | | |
| Park Gate Key deposit (refunded upon return of the key) | | \$ | 25.00 |
| Memorial Park Concession Stand Expenses | 0-8 teams | \$ | 40.00 |
| | 9-16 teams | \$ | 65.00 |
| | 17-24 teams | \$ | 95.00 |
| | over 24 teams | \$ | 140.00 |
| Cancelled park reservations administrative fee | | | 25% of park reservation fee |
| JOHNSON PAVILION (CLEAR LAKE PARK) | | | |
| 4 hours (1/2 Pavilion can be rented for 1/2 fee) | | \$ | 70.00 |
| All Day (1/2 Pavilion can be rented for 1/2 fee) | | \$ | 135.00 |
| NORTHEAST PARK PAVILLION | | | |
| 4 hours (no half rental) | | \$ | 50.00 |
| All Day (no half rental) | | \$ | 90.00 |
| STANDARD SHELTER (ALL OTHER SHELTERS) | | | |
| 4 hours | | \$ | 30.00 |
| All Day | | \$ | 50.00 |
| COMMUNITY CONFERENCE AND TRAINING ROOM RENTAL | | | |
| Damage Deposit | Class A | \$ | - |
| | Class B | \$ | 50.00 |
| | Class C | \$ | 50.00 |
| | Class D | \$ | 50.00 |
| Flat Fee (up to 3 hrs.) | Class A | \$ | - |
| | Class B | \$ | 5.00 |
| | Class C | \$ | 25.00 |
| | Class D | \$ | 50.00 |
| Each Additional Hour | Class A | \$ | - |
| | Class B | \$ | 5.00 |
| | Class C | \$ | 10.00 |
| | Class D | \$ | 20.00 |

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| Use of Kitchen | Class A | \$ | - |
| | Class B | \$ | 25.00 |
| | Class C | \$ | 25.00 |
| | Class D | \$ | 25.00 |
| POLICE DEPARTMENT FEES & ADMINISTRATIVE FINES | | | |
| Crime Free Multi-Housing criminal background check | | \$ | 15.00 |
| Copies of PD reports - in accordance with MN Statutes Ch. 13 | | | |
| Copies of CDs and DVDs per disc | | \$ | 25.00 |
| Photos (per sheet) | | \$ | 5.00 |
| Vehicle/Property Towing Expense | | | Cost |
| Vehicle/property storage fee (per day) | | \$ | 10.00 |
| Administrative Forfeiture fee | | \$ | 250.00 |
| Police Reserve fee (hourly) | Private Party Special Event | \$ | 20.00 |
| | School function | \$ | 15.00 |
| Paper Service | | \$ | 40.00 |
| Visitation Center - Connections | | | |
| Copies of DVDs per disc | | \$ | 25.00 |
| Private/Professional Entity(ies) (virtual or in-person) fee* | | \$ | 40.00 |
| Orientations (virtual or in-person) (per person)* | | \$ | 10.00 |
| Cancellation / No Show / Late Fee (less than 24 hr. notice) | | \$ | 10.00 |
| * No charge for the use of the center if there is a Harassment Restraining Order (HRO), Order Of Protection (OPF), and/or a Domestic Abuse No-Contact Order (DANCO). | | | |
| VIOLATION OF CITY CODE SECTION/DESCRIPTION | | | |
| 70.04 (3) Unnecessary Exhibition of Speed | | \$ | 60.00 |
| 70.05 Snowmobiles | | \$ | 50.00 |
| 70.06 Roller Skates; Skateboards | | \$ | 50.00 |
| 70.07 Jake Braking-Loud Muffler | | \$ | 80.00 |
| 70.08 Intent, recreational vehicles, etc. | | \$ | 50.00 |
| 71.02 General Prohibitions; unauthorized removal | | \$ | 30.00 |
| 71.03 Manufactured Home, Mobile Home & Trailer parking | | \$ | 30.00 |
| 71.04 Direction to proceed | | \$ | 50.00 |
| 71.05 Method of parking | | \$ | 30.00 |
| 71.06 Winter Parking, Snow Emergencies | | \$ | 30.00 |
| 71.07 Parking regulations | | \$ | 30.00 |
| 71.08 Blocking Mailboxes | | \$ | 30.00 |
| 91.02 Open burning of leaves | | \$ | 100.00 |
| 91.03 Campfires | | \$ | 100.00 |
| 91.22 Noise, noisy parties./electronic sound system/audio equip | | \$ | 75.00 |
| 91.35 Public Nuisance Defined | | \$ | 75.00 |
| 91.36 Public Nuisances affecting health | | \$ | 75.00 |
| 91.37 Public Nuisances affecting peace and safety | | \$ | 75.00 |
| 95.15 Dog running at large | | \$ | 50.00 |
| 95.16 License Required: Application and Fee | | \$ | 50.00 |
| 95.17 Tag Required | | \$ | 50.00 |
| 95.21 Habitually barking dog | | \$ | 50.00 |
| 95.25 Sanitation | | \$ | 50.00 |
| 95.26 Permits Required; Exceptions | | \$ | 50.00 |
| 95.27 Keeping of Certain Animals Absolutely Prohibited; Exceptions | | \$ | 50.00 |
| 96.03 Public Parks: hours of operation/permitted activities | | \$ | 50.00 |
| 96.03 Public Parks: prohibited acts | | \$ | 50.00 |
| 96.05 Public Parks: Maplewood Park regulations | | \$ | 50.00 |
| 96.07 Public Parks: Loon Lake regulations | | \$ | 50.00 |

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| 116.03 Application Procedure | \$ | 50.00 |
| 116.06 Conduct on licensed premises/disorderly conduct/disorderly house/alc | \$ | 50.00 |
| 132.01 Curfew | \$ | 50.00 |
| 154.211 Zoning Code (not more than/per offense) | \$ | 300.00 |
| ANIMAL LICENSE FEE PER YEAR | | |
| Dog & Cat license fees - Spayed/Neutered | \$ | 5.00 |
| - Not Spayed/Neutered | \$ | 15.00 |
| Animal Permit fees - 3 or more total dogs & cats | \$ | 25.00 |
| Chicken Permit fee (up to 5 chickens allowed) | \$ | 25.00 |
| Dangerous Dog registration | \$ | 150.00 |
| Dangerous Dog hearing fee | | actual costs up to \$1,000.00 |
| ANIMAL IMPOUND FEES | | |
| 1st offense - licensed | \$ | 15.00 |
| 1st offense - unlicensed | \$ | 20.00 |
| 2nd offense - licensed | \$ | 30.00 |
| 2nd offense - unlicensed | \$ | 45.00 |
| 3rd offense or more - licensed | \$ | 60.00 |
| 3rd offense or more - unlicensed | \$ | 75.00 |
| PEG ACCESS CHANNEL | | |
| Compact Disc (CD) - per disc | \$ | 25.00 |
| Digital Video Disc (DVD) - per disc | \$ | 25.00 |
| WATER PARK FEES | | |
| Daily Admission | \$ | 5.00 |
| Twilight Admission | \$ | 3.50 |
| Single Seasonal Pass | \$ | 85.00 |
| Household Seasonal Pass - up to 4 people | \$ | 170.00 |
| - each additional person | \$ | 20.00 |
| Punch card - 10 punches - resident | \$ | 40.00 |
| - 10 punches - non resident | \$ | 45.00 |
| Companies making bulk purchases, more than ten 10-punch cards) | \$ | 35.00 |
| Pool Rental - 1st hour (up to 200) | \$ | 150.00 |
| -each additional hour (up to 200) | \$ | 100.00 |
| - each additional person (over 200) | \$ | 3.50 |
| Lap Swim/Water Exercise/Itty Bitty Beach Party Admission | \$ | 3.50 |
| Lap Swim/Water Exercise/Itty Bitty Beach Party Punch Card | \$ | 27.00 |
| Birthday party (up to 12) | \$ | 175.00 |
| - each additional person | \$ | 15.00 |
| Lifeguard Certification Training | | |
| New Certification | \$ | 180.00 |
| Recertification | \$ | 100.00 |
| PRINTING & COPYING FEES | | |
| Standard (11" x 17" or smaller) | | |
| Black & White/Grayscale | \$ | 2.00 |
| Color | \$ | 5.00 |
| Plotter (larger than 11" x 17") | | |
| Black & White/Grayscale | \$ | 5.00 |
| Color | \$ | 10.00 |
| UTILITY OFFICE FEES | | |
| Dishonored Payment Fee (in accordance with MN Statutes 604.113) | \$ | 30.00 |
| Disconnect - Reconnect Fee | \$ | 50.00 |
| Meter Calibration Test Fee | \$ | 20.00 |
| Initial Residential Utility Deposit | \$ | 125.00 |

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| Maximum Residential Utility Deposit | \$ 500.00 |
| Sewage Dump Fee | \$ 50.00 |
| Sewer Service Video - Flash Drive Fee | \$ 10.00 |
| DISTRIBUTED ENERGY RESOURCE INTERCONNECTION FEES | |
| Pre-application Report Request | \$ 300.00 |
| Simplified Interconnection Application | \$ 100.00 |
| Fast Track Interconnection Application (Certified Systems) | \$ 100.00 + \$1.00/kW |
| Fast Track Interconnection Application (Non-Certified Systems) | \$ 100.00 + \$2.00/kW |
| Interconnection Application Study Process (additional fees may apply) | \$ 1,000.00 + \$2.00/kW |
| All applications for systems to be located on a Waseca radial feeder will be subject to engineering review prior to rate determination. Additional fees, including but not limited to study fees, engineering review, building permits and metering costs will be based on actual project costs. | TBD |
| EQUIPMENT BILLABLE RATES | |
| <p>Equipment may be made available for rental only upon approval of the City Engineer, Director of Utilities, or their representative and at the rates hereby designated. Rentals are made at the convenience of the City and for a minimum of one hour, and when equipment is not locally available. A City employee must operate all equipment when rented as determined by the City. Employee billable rates will be determined by the Finance Director. Other equipment rates may be based on FEMA rates or MnDOT rates and formulas.</p> | |