

**WORKSESSION: CODE ENFORCEMENT & ABATEMENT - 6:00 P.M.**

REGULAR WASECA CITY COUNCIL MEETING

TUESDAY, FEBRUARY 20, 2024, 7:00 PM

AGENDA

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

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

5. REQUESTS AND PRESENTATIONS
  - A. North Memorial Health Part-Time Advanced Life Support (ALS) License change- Kevin Lee and Terry Nelson
  - B. Dave Berg- Principal, Dave Berg Consulting LLC; Electric Utility Study
  - C. Market Place- Waseca Real Estate Fund (WREF)
6. CONSENT AGENDA
  - A. Minutes: Council Meeting – February 6, 2024
  - B. Payroll & Expenditures
  - C. Resolution No. 24-13 Accepting 2023 Donations
  - D. Tobacco License Approval – Snak Atak #41 (formerly Casey’s General Store #1777)
7. ACTION AGENDA
  - A. Public Hearing: Ordinance No. 1111 – Food Vending Carts, Wagons, and Trucks
  - B. Public Hearing: Ordinance No. 1113 – Floodplain Management
  - C. Market Place Early Access Agreement Extension
8. REPORTS
  - A. City Manager’s Report
  - B. Commission Reports
9. ANNOUNCEMENTS
10. ADJOURNMENT



**ELECTRIC COST OF SERVICE AND  
RATE DESIGN STUDY**

*Final Report*

*February 20, 2024*



# **REPORT OUTLINE**

**Cover Letter**

**Section 1 - Introduction**

**Section 2 – Projected Operating Results – Existing Rates**

**Section 3 – Cost of Service**

**Section 4 – Recommendations**



February 20, 2024

**Waseca City Council**  
508 South State Street  
Waseca, MN 56093

**Subject: Electric Rate Study**

Council Members:

Dave Berg Consulting, LLC has undertaken a study of the retail rates Waseca charges its customers for electric service. This report summarizes the analyses undertaken and the resulting recommendations.

The recommendations have been made based on overall revenue needs of the electric utility and the results of a cost-of-service analysis. As a result of the study undertaken, no change in current electric rates is recommended at this time. Section 4 of this report does contain certain conclusions and recommendations.

Thank you for the opportunity to be of service to Waseca through the conduct of this study. I wish to express my appreciation for the valuable assistance I received from Waseca staff relative to the execution of this study.

Sincerely,

**Dave Berg Consulting, LLC**

A handwritten signature in black ink, appearing to read 'David A. Berg', is written over a light gray rectangular background.

**David A. Berg, PE**  
**Principal**

***Dedicated to providing personal service to consumer-owned utilities***

Dave Berg Consulting, LLC | 15213 Danbury Ave W, Rosemount, MN 55068 | 612-850-2305

[www.davebergconsulting.com](http://www.davebergconsulting.com)

# **Section 1**

## **Introduction**

The City of Waseca, MN owns and operates a municipal electric utility providing service to approximately 4,200 retail electric customers. The electric utility operates under the direction of the Waseca City Council (Waseca). This report has been prepared by Dave Berg Consulting, LLC to examine the rates and charges for electric service in Waseca. The study includes an examination of the allocated cost of service based on an actual 2023 'Test Year.' It also includes projected operating results for 2024-2027 (Study Period). As a result of the analyses undertaken and reported on herein, certain conclusions and recommendations have been made.

## **Section 2**

# **Projected Operating Results Existing Rates**

The rates charged for electric services by Waseca, combined with other operating and non-operating revenues, must be sufficient to meet the cost of providing services to Waseca's retail customers. This is necessary to ensure the long-term financial health of Waseca. The cost of providing services consists of normal operating expenses such as wholesale power purchases, local distribution, customer and administrative functions, capital improvements, contributions to the City of Waseca and other non-operating expenses.

An analysis of the operating results for Waseca during the 2023-2027 Study Period has been performed assuming the current retail rates and charges remain in effect through the Study Period. This analysis has been done to determine the overall need, if any, for additional revenue through rates to meet projected revenue requirements. The analyses and assumptions utilized in these projections are explained below.

### **Estimated Revenues – Existing Rates**

#### ***Retail Sales***

Waseca sells retail power and energy to residential, commercial general service and mid and large commercial customers. No overall growth in sales has been assumed during the Study Period.

Waseca offsets certain wholesale costs through its Energy Cost Adjustment (ECA) which is based on monthly wholesale adjustments from the Southern Minnesota Municipal Power Agency (SMMPA). During 2023, Waseca did not add any ECA adjustments to retail customer bills. This is assumed to continue during the Study Period.

## **Section 2**

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Exhibit 2-A is a summarized listing of Waseca's historical and projected electric operating results at existing retail rates. The historical and projected revenues from retail sales of power and energy to different groups of customers are included in Charges for Services under Operating Revenues. Operating Revenues also include other miscellaneous operating revenues.

### **Revenue Requirements**

#### ***Purchased Power***

Waseca purchases all of its wholesale power and energy requirements from SMMPA under the terms of a long-term wholesale power contract. Purchased power is the largest single operating expense for Waseca. In 2023, purchased power accounted for approximately 71% of Waseca's total operating expenses.

It has been assumed that SMMPA will not increase its current wholesale rates during the Study Period. SMMPA does include a monthly energy cost adjustment (ECA) as part of its wholesale rate structure. For purposes of the wholesale cost projections, it is assumed that the SMMPA ECA will be zero each year.

#### ***Other Operating Expenses***

Waseca incurs other operating expenses associated with local electric system operations. Distribution operating and maintenance expenses are related to the substations, overhead and underground lines and customer facilities located in Waseca. Administrative and other expenses are required for reading meters, sending and processing bills, dealing with customer inquiries, covering utility management, employee benefits, training and other administrative costs. Waseca also participates in SMMPA demand side management programs designed to reduce customer's use of electric energy. These types of programs are mandated by the state of Minnesota.

## Projected Operating Results – Existing Rates

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### *Depreciation*

Waseca has annual depreciation costs based on its system investments. Depreciation during the Study Period is based on budgeted Waseca amounts and future capital improvements. Depreciation is a funded non-cash expense that generates monies available for annual capital improvements and reserves.

### *Non-operating Revenue (Expenses)*

Waseca’s non-operating revenue is primarily associated with investment income. Non-operating expenses include interest expenses.

### *City Support*

Waseca makes a direct cash transfer to the City of Waseca. Effective in 2024, this transfer has increased from \$437,000 to \$600,000 and has assumed to remain steady at \$600,000 through the Study Period.

### *Capital Improvements*

Waseca makes annual normal capital investments in its electric system. Annual electric capital improvements for the Study Period, as budgeted by Waseca, are shown in Table 2-1 below.

**Table 2-1**  
**Electric Capital Improvements by Year**

<b>Capital Item</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Electric Capital	\$372,000	\$505,000	\$703,000	\$575,000	\$610,000

## Projected Operating Results – Existing Rates

Based on the assumptions outlined above, the resulting projected operating results assuming continued application of the existing retail rates are summarized in Table 2-2



## Section 2

for the electric utility. A summary presentation of the operating results is shown in Exhibit 2-A.

**Table 2-2**  
**Projected Operating Results-Electric**  
**Existing Rates**

<b>Fiscal Year</b>	<b>2023*</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Operating Revenues	\$7,764,764	\$7,765,846	\$7,765,846	\$7,765,846	\$7,765,846
Less Operating Expenses	(7,880,074)	(7,280,331)	(7,345,685)	(7,419,579)	(7,491,225)
Plus Non -Operating Revenue (Expenses)	363,592	353,408	368,213	364,159	366,086
Less Transfer Out	<u>(437,000)</u>	<u>(600,000)</u>	<u>(600,000)</u>	<u>(600,000)</u>	<u>(600,000)</u>
Change in Net Position	(188,718)	238,923	188,374	110,426	40,708
Net Position as Percent of Revenues	-2.4%	3.1%	2.4%	1.4%	0.5%

\* Preliminary unaudited results

## Cash Reserves

A summary of the impact of the projected operating results on Waseca's cash reserves for the Study Period is shown at the end of Exhibit 2-A and in Table 2-3 below.

As shown below, under existing retail rates and estimated revenue requirements over the Study Period, the cash reserves for the electric utility are projected to remain relatively stable at approximately \$4.6 million or 60% of operating revenue.

## Projected Operating Results – Existing Rates

**Table 2-3**  
**Projected Cash Reserves-Electric**  
**Existing Rates**

<b>Fiscal Year</b>	<b>2023*</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Beginning of Year	\$4,593,959	\$4,468,825	\$4,650,732	\$4,600,924	\$4,624,601
Plus Change in Net Position	(188,718)	238,923	188,374	110,426	40,708
Plus Depreciation	435,584	447,984	464,817	488,251	507,417
Less Capital Improvements	<u>(372,000)</u>	<u>(505,000)</u>	<u>(703,000)</u>	<u>(575,000)</u>	<u>(610,000)</u>
End of Year	\$4,468,825	\$4,650,732	\$4,600,924	\$4,624,601	\$4,562,726
As a percent of Operating Revenue	58%	60%	59%	60%	59%

\* Preliminary unaudited results

City of Waseca  
Electric Operating Results at Existing Rates

	Historical					Projected				
	2018	2019	2020	2021	2022	2023*	2024	2025	2026	2027
<b>OPERATING REVENUES</b>										
Charges for Services	\$ 7,372,770	\$ 7,328,214	\$ 6,943,003	\$ 7,250,997	\$ 7,335,904	\$ 7,737,610	\$ 7,711,846	\$ 7,711,846	\$ 7,711,846	\$ 7,711,846
Intergovernmental	-	-	34,122	-	-	-	-	-	-	-
Miscellaneous	96,872	237,862	126,464	347,146	198,200	27,154	54,000	54,000	54,000	54,000
<b>Total Operating Revenues</b>	<b>\$ 7,469,642</b>	<b>\$ 7,566,076</b>	<b>\$ 7,103,589</b>	<b>\$ 7,598,143</b>	<b>\$ 7,534,104</b>	<b>\$ 7,764,764</b>	<b>\$ 7,765,846</b>	<b>\$ 7,765,846</b>	<b>\$ 7,765,846</b>	<b>\$ 7,765,846</b>
<b>OPERATING EXPENSES</b>										
Power purchased	\$ 5,289,944	\$ 5,078,897	\$ 4,996,883	\$ 5,020,705	\$ 5,110,842	\$ 5,581,567	\$ 5,619,347	\$ 5,619,347	\$ 5,619,347	\$ 5,619,347
Personal services	623,769	667,634	695,133	720,941	749,248	823,127	834,308	867,681	902,388	938,483
Supplies	235,327	430,872	226,005	226,712	299,370	785,129	157,300	163,592	170,136	176,941
Services and charges	174,651	173,176	191,391	191,515	199,512	254,666	221,392	230,248	239,458	249,036
Depreciation	267,742	283,176	405,651	435,584	435,864	435,584	447,984	464,817	488,251	507,417
<b>Total Operating Expenses</b>	<b>\$ 6,591,433</b>	<b>\$ 6,633,755</b>	<b>\$ 6,515,063</b>	<b>\$ 6,595,457</b>	<b>\$ 6,794,836</b>	<b>\$ 7,880,074</b>	<b>\$ 7,280,331</b>	<b>\$ 7,345,685</b>	<b>\$ 7,419,579</b>	<b>\$ 7,491,225</b>
<b>OPERATING INCOME</b>	<b>\$ 878,209</b>	<b>\$ 932,321</b>	<b>\$ 588,526</b>	<b>\$ 1,002,686</b>	<b>\$ 739,268</b>	<b>\$ (115,310)</b>	<b>\$ 485,515</b>	<b>\$ 420,161</b>	<b>\$ 346,267</b>	<b>\$ 274,621</b>
<b>NON-OPERATING REVENUE (EXPENSE)</b>										
Interest income (loss)	\$ 34,313	\$ 886	\$ 72,510	\$ 6,969	\$ (471,098)	\$ 373,882	\$ 363,697	\$ 378,502	\$ 374,448	\$ 376,375
Gain on Disposal of Capital Assets	-	-	15,200	-	-	-	-	-	-	-
Interest expense	(3,762)	(6,538)	(3,391)	(235)	(459)	(10,289)	(10,289)	(10,289)	(10,289)	(10,289)
Amortization	(6,169)	(1,760)	(1,760)	(931)	-	-	-	-	-	-
<b>Total Non-Operating Revenues (Expenses)</b>	<b>\$ 24,382</b>	<b>\$ (7,412)</b>	<b>\$ 82,559</b>	<b>\$ 5,803</b>	<b>\$ (471,557)</b>	<b>\$ 363,592</b>	<b>\$ 353,408</b>	<b>\$ 368,213</b>	<b>\$ 364,159</b>	<b>\$ 366,086</b>
<b>Net Income before Contributions</b>	<b>\$ 902,591</b>	<b>\$ 924,909</b>	<b>\$ 671,085</b>	<b>\$ 1,008,489</b>	<b>\$ 267,711</b>	<b>\$ 248,282</b>	<b>\$ 838,923</b>	<b>\$ 788,374</b>	<b>\$ 710,426</b>	<b>\$ 640,708</b>
<b>Transfers Out</b>	<b>\$ (428,000)</b>	<b>\$ (428,000)</b>	<b>\$ (488,000)</b>	<b>\$ (482,000)</b>	<b>\$ (437,000)</b>	<b>\$ (437,000)</b>	<b>\$ (600,000)</b>	<b>\$ (600,000)</b>	<b>\$ (600,000)</b>	<b>\$ (600,000)</b>
<b>CHANGE IN NET POSITION</b>	<b>\$ 474,591</b>	<b>\$ 496,909</b>	<b>\$ 183,085</b>	<b>\$ 526,489</b>	<b>\$ (169,289)</b>	<b>\$ (188,718)</b>	<b>\$ 238,923</b>	<b>\$ 188,374</b>	<b>\$ 110,426</b>	<b>\$ 40,708</b>
As Percent of Revenues	6.4%	6.6%	2.6%	6.9%	-2.2%	-2.4%	3.1%	2.4%	1.4%	0.5%
<b>CASH RESERVES - TOTAL</b>										
Beginning of Year						\$ 4,593,959	\$ 4,468,825	\$ 4,650,732	\$ 4,600,924	\$ 4,624,601
Plus Change in Net Position						(188,718)	238,923	188,374	110,426	40,708
Plus Depreciation						435,584	447,984	464,817	488,251	507,417
Less Capital Improvements						(372,000)	(505,000)	(703,000)	(575,000)	(610,000)
End of Year					\$ 4,593,959	\$ 4,468,825	\$ 4,650,732	\$ 4,600,924	\$ 4,624,601	\$ 4,562,726
As a percent of Operating Revenue					61%	58%	60%	59%	60%	59%

\* preliminary unaudited results

## **Section 3**

### **Cost-of-Service**

A cost-of-service analysis was performed to determine the allocated cost to serve each of Waseca's customer classes within the electric utility. Customer classes exist, in part, because the cost to serve different kinds of customers varies. The cost-of-service analysis has been performed on a 2023 'Test Year' based on actual unaudited 2023 financials, operations and sales. The results of the cost-of-service study give an indication of the degree of revenue recovery warranted for each class of customers. A comparison of the allocated cost to serve a class of customers and the actual revenues received from that class is taken into consideration during rate design.

#### **Functionalization of Costs**

Waseca's Test Year electric revenue requirements have been divided into four functional categories. These categories are described below.

**Power Supply** – the production function is related to the cost of purchases from SMMPA for generation and transmission.

**Distribution** – distribution expenses are related to the Waseca system for delivering power and energy to Waseca customers. They include substation and distribution system costs.

**Customer** – these costs are fixed costs associated with the service facilities utilized to deliver electric power and energy directly to customers. They also include items such as meter reading, billing, collections and dealing with customers by customer service representatives.

**Revenue** – revenue related costs include certain non-operating revenues, transfers and utility margin.

### Section 3

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Table 3-1 below summarizes the functional electric costs for the 2023 Test Year. The detailed cost functions are shown in Exhibit 3-A.

**Table 3-1**  
**Functional Electric Costs**  
**2023 Test Year**

<b>Component</b>	<b>Revenue Requirement</b>
Power Supply	\$5,581,567
Distribution	1,702,090
Customer	170,487
Revenue	<u>(192,112)</u>
Total	<u>\$7,262,032</u>

### Classification of Costs

Within each function, the revenue requirements have been divided into distinct cost classifications. These cost classifications are described below.

**Demand Related** – demand related costs are fixed costs that do not vary with hourly consumption. Demand related costs are required to meet the overall demand of the system as expressed in kW.

**Energy Related** – energy related costs vary based on hourly consumption in kWh.

**Customer Related** – costs related to serving, metering and billing of individual customers.

**Revenue Related** – revenue related costs vary by the amount of revenue received by the utility.

Exhibits 3-B through 3-D show the detailed classification of revenue requirements within the power supply, distribution and customer functions.

### **Allocation of Costs**

Based on an analysis of customer class service characteristics, the classified costs summarized above were allocated to the major Waseca customer classes. Allocation of costs was performed on a fully-distributed, embedded cost allocation basis. Specific allocation factors were utilized in each of the cost classification categories as described below. Exhibit 3-E contains a summary of the development of the various allocation factors.

### ***Demand Allocations***

Customer class demands on a system can be reflected in various ways. Two primary demand allocation types were utilized in this analysis. A common industry allocator known as Coincident Peak Demand (CP) allocator is utilized to allocate demand related costs based on each class' contribution to the system peak demand each month. A 12 CP demand allocator was utilized for production demand costs. A 12 CP allocator estimates each class' demand contribution in each of the 12 months of the year. A 1 CP demand allocator was utilized for transmission demand costs. A 1 CP allocator estimates each class' demand contribution to the single annual peak demand. A Non-coincident Peak Demand (NCP) reflects a class maximum demand regardless of when it occurs. A 1 NCP method, an estimate of each class' maximum annual demand on the local system, was utilized for allocating local system demand related costs. Each class' annual NCP may occur at different times during the year.

### ***Energy Allocations***

Each class' share of energy requirements was used to allocate energy related costs. Power supply energy related expenses were allocated based on each customer class' share of total energy requirements.

## **Section 3**

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### ***Customer Allocations***

Two separate customer allocators were utilized. The customer facilities (CF) allocator was used to allocate costs associated with the physical facilities required to serve individual customers. The customer service (CS) allocator is for allocation of costs associated with customer service – meter reading, billing, collections and customer inquiries. For both the customer facilities and customer service allocators, a weighted customer allocation factor is developed. Weighting factors are developed to represent the difference in service configurations between customer classifications. For instance, a larger customer facility is required for a single large power customer than for a single residential customer, or a single large power customer requires more customer service than a single residential customer.

### ***Revenue Allocations***

Revenue related costs were allocated based on each class' share of total demand, energy, customer distribution, customer service and direct costs.

### **Cost of Service Results**

Based on the classifications and allocations described above, the estimated cost to serve each major class of customers for the 2023 Test Year was determined. Exhibit 3-F presents this analysis in detail. Table 3-2 below summarizes the total allocated electric costs for each class compared to the total electric revenues received from the class during 2023.

**Table 3-2  
Electric Cost of Service Results  
Comparison of Cost and Revenues  
2023 Test Year**

<b>Customer Classification</b>	<b>Allocated Cost to Serve</b>	<b>Revenues</b>
Residential	\$ 3,781,714	\$ 3,751,676
Commercial GS	976,672	1,044,415
Mid Comm Power	1,061,428	1,124,143
Large Comm Power	1,350,772	1,271,924
City	<u>91,446</u>	<u>69,875</u>
Total	\$ 7,262,032	\$ 7,262,032

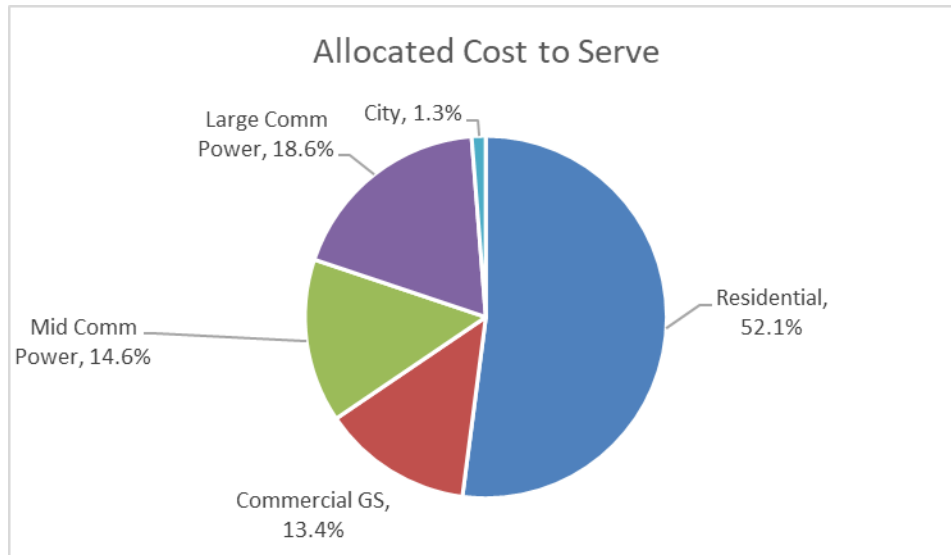
The revenue requirements and revenues as allocated to each class and summarized above are shown on a total dollars basis. Table 3-3 below makes the comparison based on percentages of total cost to serve and total revenues. The charts following Table 3-3 show a graphical comparison between allocated cost to serve and revenues as a percentage of the totals. The percentage increase/(decrease) in each class' revenue shown below is the adjustment necessary to produce revenues from each class in accordance with the allocated cost to serve. The percentage adjustments do not represent the recommended change in each class' rates. The cost-of-service results are one item for consideration in rate design. It is important to note also that the adjustments shown in the table below would not change the total revenue received by the utility and are not indicative of overall revenue needs of the utility going forward. Recommendations regarding rate design are included in Section 4 of this report.

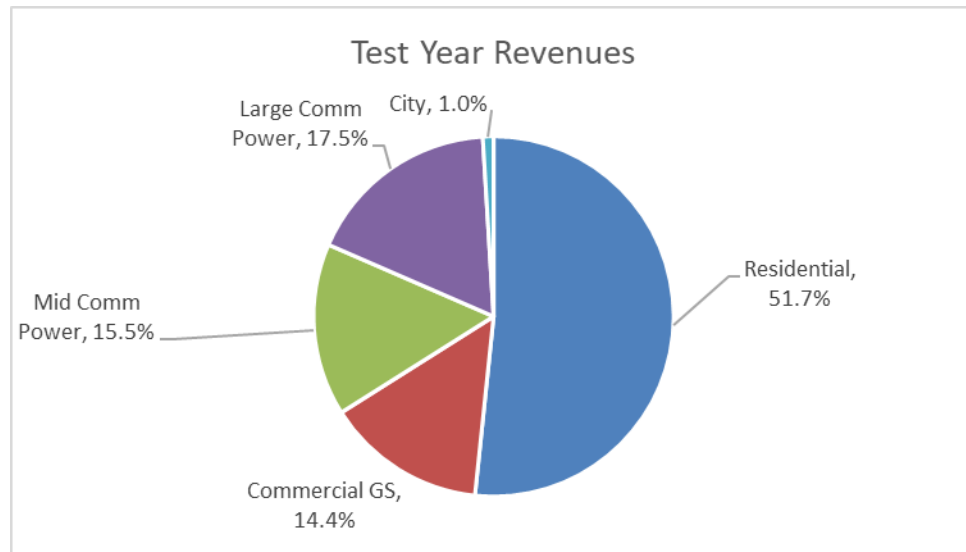


**Section 3**

**Table 3-3  
Electric Cost of Service Results  
Comparison of % Cost and Revenues  
2023 Test Year**

<b>Customer Classification</b>	<b>Allocated Cost to Serve</b>	<b>Revenues</b>	<b>Increase/ (Decrease)</b>
Residential	52.1%	51.7%	0.8%
Commercial GS	13.4%	14.4%	(6.5%)
Mid Comm Power	14.6%	15.5%	(5.6%)
Large Comm Power	18.6%	17.5%	6.2%
City	<u>1.3%</u>	<u>1.0%</u>	<u>30.9%</u>
Total	100.0%	100.0%	0.0%





As indicated above, Waseca's existing class revenues do not exactly match the allocated cost to serve each class. Cost based rates are one of several goals in establishing rates. The relationship between allocated costs and revenues for each class should be considered, in addition to other rate-related goals, in developing recommended rates. Cost-of-service analysis is not an exact science. There are varying assumptions that can be utilized in the analysis that will impact the final conclusions. How and when to adjust rates based on cost-of-service results is ultimately a policy decision. For instance, the subsidy to the City loads is a policy decision to utilize rate levels as one way to support City functions. The results shown above are within a reasonable margin of error. Cost-of-service is an important tool, but achieving rates that are 'exactly' cost-based would require constant evaluation and resetting of rates and would be entirely dependent on the assumptions utilized in the analysis.

City of Waseca  
2023 Test Year Allocation of Revenue Requirements

REVENUE REQUIREMENT		Test					
OPERATING EXPENSES		Year	Power Supply	Distribution	Customer	Revenue	Classification Basis
<b>OPEB Pension</b>							
604-49420-1260	OPEB Pension Exp	-	-	-	-	-	NA
604-49420-1290	GERF Pension Exp	-	-	-	-	-	NA
<b>Purchased Power</b>							
604-49550-3810	Purchased Power	5,581,567	5,581,567	-	-	-	100% power supply
<b>Transmission</b>							
604-49570-1010	Regular Employees	9,981	-	9,981	-	-	100% distribution
604-49570-1020	Overtime	1,672	-	1,672	-	-	100% distribution
604-49570-1090	Cellphone Reimbursement	65	-	65	-	-	100% distribution
604-49570-1200	FICA	698	-	698	-	-	100% distribution
604-49570-1210	PERA	874	-	874	-	-	100% distribution
604-49570-1220	Medicare	163	-	163	-	-	100% distribution
604-49570-1300	Insurance	2,690	-	2,690	-	-	100% distribution
604-49570-1310	VEBA/HSA Trust Funding	161	-	161	-	-	100% distribution
604-49570-1330	Life Insurance	23	-	23	-	-	100% distribution
604-49570-1340	Disability Insurance	37	-	37	-	-	100% distribution
604-49570-2230	Bldg. Repair/Maint. Supply	-	-	-	-	-	NA
604-49570-3100	Contractual Services	8,982	-	8,982	-	-	100% distribution
604-49570-3800	Utilities	878	-	878	-	-	100% distribution
<b>Operating Maintenance</b>							
604-49571-1010	Regular Employees	236,381	-	236,381	-	-	100% distribution
604-49571-1020	Overtime	38,215	-	38,215	-	-	100% distribution
604-49571-1090	Cellphone Reimbursement	1,534	-	1,534	-	-	100% distribution
604-49571-1200	FICA	16,438	-	16,438	-	-	100% distribution
604-49571-1210	PERA	20,595	-	20,595	-	-	100% distribution
604-49571-1220	Medicare	3,844	-	3,844	-	-	100% distribution
604-49571-1300	Insurance	63,652	-	63,652	-	-	100% distribution
604-49571-1310	VEBA/HSA Trust Funding	3,810	-	3,810	-	-	100% distribution
604-49571-1330	Life Insurance	523	-	523	-	-	100% distribution
604-49571-1340	Disability Insurance	1,016	-	1,016	-	-	100% distribution
604-49571-2120	Motor Fuels	7,160	-	7,160	-	-	100% distribution
604-49571-2170	General Supplies	6,161	-	6,161	-	-	100% distribution
604-49571-2180	Uniforms	3,254	-	3,254	-	-	100% distribution
604-49571-2190	Safety Equipment	838	-	838	-	-	100% distribution
604-49571-2215	Meters	2,650	-	2,650	-	-	100% distribution
604-49571-2216	Meter Sockets	-	-	-	-	-	NA
604-49571-2220	Vehicle Maintenance	-	-	-	-	-	NA
604-49571-2230	Bldg Repair/Maint. Supply	500	-	500	-	-	100% distribution
604-49571-2240	Central Garage Charges	18,598	-	18,598	-	-	100% distribution
604-49571-2290	Load Control Credit - Customer	57,615	-	57,615	-	-	100% distribution
604-49571-2295	Load Control Delivery	-	-	-	-	-	NA
604-49571-2300	Energy Star Rebate/Appliances	13,719	-	13,719	-	-	100% distribution
604-49571-2320	SMMMPA EMP- Energy Load Mg	-	-	-	-	-	NA
604-49571-2330	SMMMPA Commercial Rebates	14,473	-	14,473	-	-	100% distribution
604-49571-2340	Low Income CIP Program	4,120	-	4,120	-	-	100% distribution
604-49571-2400	Small Tools	849	-	849	-	-	100% distribution
604-49571-3000	Professional Services	-	-	-	-	-	NA
604-49571-3100	Contractual Services	12,634	-	12,634	-	-	100% distribution
604-49571-3200	Communications	1,320	-	1,320	-	-	100% distribution
604-49571-3300	Conferences and Schools	404	-	404	-	-	100% distribution
604-49571-4000	Repair and Maintenance	-	-	-	-	-	NA
604-49571-4200	Depreciation	435,584	-	435,584	-	-	100% distribution
604-49571-4360	Service Rights Expense	56,442	-	56,442	-	-	100% distribution
604-49571-4940	Safety Program	875	-	875	-	-	100% distribution
<b>OH Operations/Maintenance</b>							
604-49572-1010	Regular Employees	23,290	-	23,290	-	-	100% distribution
604-49572-1020	Overtime	4,979	-	4,979	-	-	100% distribution
604-49572-1090	Cellphone Reimbursement	151	-	151	-	-	100% distribution
604-49572-1200	FICA	1,693	-	1,693	-	-	100% distribution
604-49572-1210	PERA	2,120	-	2,120	-	-	100% distribution
604-49572-1220	Medicare	396	-	396	-	-	100% distribution
604-49572-1300	Insurance	6,276	-	6,276	-	-	100% distribution
604-49572-1310	VEBA/HSA Trust Funding	376	-	376	-	-	100% distribution
604-49572-1330	Life Insurance	53	-	53	-	-	100% distribution
604-49572-1340	Disability Insurance	86	-	86	-	-	100% distribution
604-49572-2230	Bldg. Repair/Maint. Supplies	-	-	-	-	-	NA
<b>UG Operations/Maintenance</b>							
604-49573-1010	Regular Employees	43,253	-	43,253	-	-	100% distribution
604-49573-1020	Overtime	6,556	-	6,556	-	-	100% distribution
604-49573-1090	Cellphone Reimbursement	281	-	281	-	-	100% distribution
604-49573-1200	FICA	2,983	-	2,983	-	-	100% distribution
604-49573-1210	PERA	3,736	-	3,736	-	-	100% distribution
604-49573-1220	Medicare	698	-	698	-	-	100% distribution
604-49573-1300	Insurance	11,655	-	11,655	-	-	100% distribution
604-49573-1310	VEBA/HSA Trust Funding	698	-	698	-	-	100% distribution
604-49573-1330	Life Insurance	99	-	99	-	-	100% distribution
604-49573-1340	Disability Insurance	160	-	160	-	-	100% distribution
604-49573-2170	General Supplies	6,316	-	6,316	-	-	100% distribution
604-49573-2230	Bldg. Repair/Maint. Supplies	4,827	-	4,827	-	-	100% distribution
604-49573-3100	Contractual Services	200	-	200	-	-	100% distribution
604-49573-4000	Repair and Maintenance	323	-	323	-	-	100% distribution
<b>Street Light Operations/Maintenance</b>							
604-49574-1010	Regular Employees	13,309	-	13,309	-	-	100% distribution
604-49574-1020	Overtime	1,960	-	1,960	-	-	100% distribution
604-49574-1090	Cellphone Reimbursement	86	-	86	-	-	100% distribution
604-49574-1200	FICA	914	-	914	-	-	100% distribution
604-49574-1210	PERA	1,145	-	1,145	-	-	100% distribution
604-49574-1220	Medicare	214	-	214	-	-	100% distribution
604-49574-1300	Insurance	3,586	-	3,586	-	-	100% distribution
604-49574-1310	VEBA/HSA Trust Funding	215	-	215	-	-	100% distribution
604-49574-1330	Life Insurance	30	-	30	-	-	100% distribution
604-49574-1340	Disability Insurance	49	-	49	-	-	100% distribution

City of Waseca  
2023 Test Year Allocation of Revenue Requirements

REVENUE REQUIREMENT	Test Year	Test				Revenue	Classification Basis
		Power Supply	Distribution	Customer	Revenue		
604-49574-2170	General Supplies	1,522	-	1,522	-	-	100% distribution
604-49574-2230	Bldg. Repair/Maint. Supplies	3,067	-	3,067	-	-	100% distribution
604-49574-3800	Utilities	8,555	-	8,555	-	-	100% distribution
604-49574-4000	Repair and Maintenance	6,061	-	6,061	-	-	100% distribution
<b>EV Charging Station Operations</b>							
604-49575-3800	Utilities	7,525	-	-	7,525	-	100% customer
<b>Meter Reading</b>							
604-49584-1010	Regular Employees	6,655	-	-	6,655	-	100% customer
604-49584-1020	Overtime	980	-	-	980	-	100% customer
604-49584-1090	Cellphone Reimbursement	43	-	-	43	-	100% customer
604-49584-1200	FICA	457	-	-	457	-	100% customer
604-49584-1210	PERA	573	-	-	573	-	100% customer
604-49584-1220	Medicare	107	-	-	107	-	100% customer
604-49584-1300	Insurance	1,793	-	-	1,793	-	100% customer
604-49584-1310	VEBA/HSA Trust Funding	108	-	-	108	-	100% customer
604-49584-1330	Life Insurance	14	-	-	14	-	100% customer
604-49584-1340	Disability Insurance	25	-	-	25	-	100% customer
<b>Customer Billing</b>							
604-49585-1010	Regular Employees	91,744	-	-	91,744	-	100% customer
604-49585-1020	Overtime	-	-	-	-	-	NA
604-49585-1200	FICA	5,543	-	-	5,543	-	100% customer
604-49585-1210	PERA	6,881	-	-	6,881	-	100% customer
604-49585-1220	Medicare	1,296	-	-	1,296	-	100% customer
604-49585-1300	Insurance	16,688	-	-	16,688	-	100% customer
604-49585-1310	VEBA/HSA Trust Funding	4,660	-	-	4,660	-	100% customer
604-49585-1330	Life Insurance	299	-	-	299	-	100% customer
604-49585-1340	Disability Insurance	339	-	-	339	-	100% customer
604-49585-2000	Office Supplies	115	-	-	115	-	100% customer
604-49585-2050	Computer Supplies	22	-	-	22	-	100% customer
604-49585-3000	Professional Services	32,489	-	-	32,489	-	100% customer
604-49585-3100	Contractual Services	1,725	-	-	1,725	-	100% customer
604-49585-3200	Communications	9,702	-	-	9,702	-	100% customer
604-49585-3300	Conferences and Schools	147	-	-	147	-	100% customer
604-49585-3500	Printing and Publishing	3,911	-	-	3,911	-	100% customer
604-49585-4320	Uncollectible Accounts	835	-	-	835	-	100% customer
604-49585-4330	Dues and Subscriptions	-	-	-	-	-	100% customer
<b>Administration</b>							
604-49586-1010	Regular Employees	112,304	-	89,003	23,301	-	labor
604-49586-1020	Overtime	86	-	68	18	-	labor
604-49586-1090	Cellphone Reimbursement	15	-	12	3	-	labor
604-49586-1200	FICA	6,081	-	4,819	1,262	-	labor
604-49586-1210	PERA	7,982	-	6,326	1,656	-	labor
604-49586-1220	Medicare	1,623	-	1,286	337	-	labor
604-49586-1300	Insurance	8,537	-	6,766	1,771	-	labor
604-49586-1310	VEBA/HSA Trust Funding	1,883	-	1,492	391	-	labor
604-49586-1330	Life Insurance	63	-	50	13	-	labor
604-49586-1340	Disability Insurance	231	-	183	48	-	labor
604-49586-1510	Worker's Comp Expense	12,700	-	10,065	2,635	-	labor
604-49586-2000	Office Supplies	1,334	-	1,057	277	-	labor
604-49586-2050	Computer Supplies	-	-	-	-	-	NA
604-49586-2170	General Supplies	400	-	317	83	-	labor
604-49586-3000	Professional Services	24,509	-	21,968	2,541	-	non power supply exp
604-49586-3050	Administrative Charges	14,815	-	13,279	1,536	-	non power supply exp
604-49586-3100	Contractual Services	5,773	-	5,174	599	-	non power supply exp
604-49586-3300	Conferences and Schools	-	-	-	-	-	non power supply exp
604-49586-3400	Publishing and Advertising	-	-	-	-	-	non power supply exp
604-49586-3610	General Liability	4,596	-	4,119	476	-	non power supply exp
604-49586-3620	Property Insurance	7,242	-	7,242	-	-	100% distribution
604-49586-4000	Repair and Maintenance	7,500	-	6,722	778	-	non power supply exp
604-49586-4330	Dues and Subscriptions	17,358	-	15,558	1,800	-	non power supply exp
604-49586-4950	Computer Financing Account	19,867	-	15,745	4,122	-	labor
<b>Capital Outlay</b>							
604-49593-5200	Buildings Capital Outlay	8,777	-	8,777	-	-	100% distribution
604-49593-5300	Improvements	309,005	-	309,005	-	-	100% distribution
604-49593-5400	Machinery	319,806	-	319,806	-	-	100% distribution
<b>Total Operating Expenses</b>		<b>7,880,074</b>	<b>5,581,567</b>	<b>2,060,185</b>	<b>238,321</b>	<b>-</b>	
<b>Non Operating Revenues (Expenses)</b>							
Interest income (loss)		373,882	-	-	-	373,882	100% revenue
Interest expense		(10,289)	-	-	(10,289)	-	100% customer
<b>Total Non Operating Revenues</b>		<b>363,592</b>	<b>-</b>	<b>-</b>	<b>(10,289)</b>	<b>373,882</b>	
<b>Other Operating Revenues</b>							
Srt Light		101,984	-	101,984	-	-	100% distribution
Capital Fund		242,693	-	242,693	-	-	100% distribution
Sec Lights		4,532	-	4,532	-	-	100% distribution
EV Charging		8,886	-	8,886	-	-	100% distribution
Penalties		78,123	-	-	78,123	-	100% customer
Energy Star		14,452	-	-	-	14,452	100% revenue
Energy Mgt		-	-	-	-	-	NA
Comm Reb		22,243	-	-	-	22,243	100% revenue
Solar		958	-	-	-	958	100% revenue
Low Inc		25	-	-	-	25	100% revenue
Miscellaneous		27,154	-	-	-	27,154	100% revenue
<b>Total Other Operating Revenues</b>		<b>501,052</b>	<b>-</b>	<b>358,096</b>	<b>78,123</b>	<b>64,833</b>	
<b>Transfer to City</b>		<b>437,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>437,000</b>	<b>100% revenue</b>
<b>Margin</b>		<b>(190,397)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(190,397)</b>	<b>100% revenue</b>
<b>Total Revenue Requirement</b>		<b>\$ 7,262,032</b>	<b>\$ 5,581,567</b>	<b>\$ 1,702,090</b>	<b>\$ 170,487</b>	<b>\$ (192,112)</b>	

City of Waseca  
2023 Test Year Power Supply Classification

<u>REVENUE REQUIREMENT</u>		<u>Test</u>				<u>Classification Basis</u>
<u>OPERATING EXPENSES</u>		<u>Year</u>	<u>Demand</u>	<u>Transmission</u>	<u>Energy</u>	
<b>OPEB Pension</b>						
604-49420-1260	OPEB Pension Exp	-	-	-	-	NA
604-49420-1290	GERF Pension Exp	-	-	-	-	NA
<b>Purchased Power</b>						
604-49550-3810	Purchased Power	5,581,567	1,689,114	524,863	3,367,589	per power supply
<b>Transmission</b>						
604-49570-1010	Regular Employees	-	-	-	-	NA
604-49570-1020	Overtime	-	-	-	-	NA
604-49570-1090	Cellphone Reimbursement	-	-	-	-	NA
604-49570-1200	FICA	-	-	-	-	NA
604-49570-1210	PERA	-	-	-	-	NA
604-49570-1220	Medicare	-	-	-	-	NA
604-49570-1300	Insurance	-	-	-	-	NA
604-49570-1310	VEBA/HSA Trust Funding	-	-	-	-	NA
604-49570-1330	Life Insurance	-	-	-	-	NA
604-49570-1340	Disability Insurance	-	-	-	-	NA
604-49570-2230	Bldg. Repair/Maint. Supply	-	-	-	-	NA
604-49570-3100	Contractual Services	-	-	-	-	NA
604-49570-3800	Utilities	-	-	-	-	NA
<b>Operating Maintenance</b>						
604-49571-1010	Regular Employees	-	-	-	-	NA
604-49571-1020	Overtime	-	-	-	-	NA
604-49571-1090	Cellphone Reimbursement	-	-	-	-	NA
604-49571-1200	FICA	-	-	-	-	NA
604-49571-1210	PERA	-	-	-	-	NA
604-49571-1220	Medicare	-	-	-	-	NA
604-49571-1300	Insurance	-	-	-	-	NA
604-49571-1310	VEBA/HSA Trust Funding	-	-	-	-	NA
604-49571-1330	Life Insurance	-	-	-	-	NA
604-49571-1340	Disability Insurance	-	-	-	-	NA
604-49571-2120	Motor Fuels	-	-	-	-	NA
604-49571-2170	General Supplies	-	-	-	-	NA
604-49571-2180	Uniforms	-	-	-	-	NA
604-49571-2190	Safety Equipment	-	-	-	-	NA
604-49571-2215	Meters	-	-	-	-	NA
604-49571-2216	Meter Sockets	-	-	-	-	NA
604-49571-2220	Vehicle Maintenance	-	-	-	-	NA
604-49571-2230	Bldg Repair/Maint. Supply	-	-	-	-	NA
604-49571-2240	Central Garage Charges	-	-	-	-	NA
604-49571-2290	Load Control Credit - Custom	-	-	-	-	NA
604-49571-2295	Load Control Delivery	-	-	-	-	NA
604-49571-2300	Energy Star Rebate/Appliance	-	-	-	-	NA
604-49571-2320	SMMPA EMP- Energy Load M	-	-	-	-	NA
604-49571-2330	SMMPA Commercial Rebates	-	-	-	-	NA
604-49571-2340	Low Income CIP Program	-	-	-	-	NA
604-49571-2400	Small Tools	-	-	-	-	NA
604-49571-3000	Professional Services	-	-	-	-	NA
604-49571-3100	Contractual Services	-	-	-	-	NA
604-49571-3200	Communications	-	-	-	-	NA
604-49571-3300	Conferences and Schools	-	-	-	-	NA
604-49571-4000	Repair and Maintenance	-	-	-	-	NA
604-49571-4200	Depreciation	-	-	-	-	NA
604-49571-4360	Service Rights Expense	-	-	-	-	NA
604-49571-4940	Safety Program	-	-	-	-	NA
<b>OH Operations/Maintenance</b>						
604-49572-1010	Regular Employees	-	-	-	-	NA
604-49572-1020	Overtime	-	-	-	-	NA
604-49572-1090	Cellphone Reimbursement	-	-	-	-	NA
604-49572-1200	FICA	-	-	-	-	NA
604-49572-1210	PERA	-	-	-	-	NA
604-49572-1220	Medicare	-	-	-	-	NA
604-49572-1300	Insurance	-	-	-	-	NA
604-49572-1310	VEBA/HSA Trust Funding	-	-	-	-	NA
604-49572-1330	Life Insurance	-	-	-	-	NA
604-49572-1340	Disability Insurance	-	-	-	-	NA
604-49572-2230	Bldg. Repair/Maint. Supplies	-	-	-	-	NA
<b>UG Operations/Maintenance</b>						
604-49573-1010	Regular Employees	-	-	-	-	NA
604-49573-1020	Overtime	-	-	-	-	NA
604-49573-1090	Cellphone Reimbursement	-	-	-	-	NA
604-49573-1200	FICA	-	-	-	-	NA
604-49573-1210	PERA	-	-	-	-	NA
604-49573-1220	Medicare	-	-	-	-	NA
604-49573-1300	Insurance	-	-	-	-	NA
604-49573-1310	VEBA/HSA Trust Funding	-	-	-	-	NA
604-49573-1330	Life Insurance	-	-	-	-	NA
604-49573-1340	Disability Insurance	-	-	-	-	NA
604-49573-2170	General Supplies	-	-	-	-	NA
604-49573-2230	Bldg. Repair/Maint. Supplies	-	-	-	-	NA
604-49573-3100	Contractual Services	-	-	-	-	NA
604-49573-4000	Repair and Maintenance	-	-	-	-	NA
<b>Street Light Operations/Maintenance</b>						
604-49574-1010	Regular Employees	-	-	-	-	NA
604-49574-1020	Overtime	-	-	-	-	NA
604-49574-1090	Cellphone Reimbursement	-	-	-	-	NA
604-49574-1200	FICA	-	-	-	-	NA
604-49574-1210	PERA	-	-	-	-	NA
604-49574-1220	Medicare	-	-	-	-	NA
604-49574-1300	Insurance	-	-	-	-	NA
604-49574-1310	VEBA/HSA Trust Funding	-	-	-	-	NA
604-49574-1330	Life Insurance	-	-	-	-	NA
604-49574-1340	Disability Insurance	-	-	-	-	NA

City of Waseca  
2023 Test Year Power Supply Classification

REVENUE REQUIREMENT	Test	Test				Classification Basis
		Year	Demand	Transmission	Energy	
604-49574-2170	General Supplies	-	-	-	-	NA
604-49574-2230	Bldg. Repair/Maint. Supplies	-	-	-	-	NA
604-49574-3800	Utilities	-	-	-	-	NA
604-49574-4000	Repair and Maintenance	-	-	-	-	NA
<b>EV Charging Station Operations</b>						
604-49575-3800	Utilities	-	-	-	-	NA
<b>Meter Reading</b>						
604-49584-1010	Regular Employees	-	-	-	-	NA
604-49584-1020	Overtime	-	-	-	-	NA
604-49584-1090	Cellphone Reimbursement	-	-	-	-	NA
604-49584-1200	FICA	-	-	-	-	NA
604-49584-1210	PERA	-	-	-	-	NA
604-49584-1220	Medicare	-	-	-	-	NA
604-49584-1300	Insurance	-	-	-	-	NA
604-49584-1310	VEBA/HSA Trust Funding	-	-	-	-	NA
604-49584-1330	Life Insurance	-	-	-	-	NA
604-49584-1340	Disability Insurance	-	-	-	-	NA
<b>Customer Billing</b>						
604-49585-1010	Regular Employees	-	-	-	-	NA
604-49585-1020	Overtime	-	-	-	-	NA
604-49585-1200	FICA	-	-	-	-	NA
604-49585-1210	PERA	-	-	-	-	NA
604-49585-1220	Medicare	-	-	-	-	NA
604-49585-1300	Insurance	-	-	-	-	NA
604-49585-1310	VEBA/HSA Trust Funding	-	-	-	-	NA
604-49585-1330	Life Insurance	-	-	-	-	NA
604-49585-1340	Disability Insurance	-	-	-	-	NA
604-49585-2000	Office Supplies	-	-	-	-	NA
604-49585-2050	Computer Supplies	-	-	-	-	NA
604-49585-3000	Professional Services	-	-	-	-	NA
604-49585-3100	Contractual Services	-	-	-	-	NA
604-49585-3200	Communications	-	-	-	-	NA
604-49585-3300	Conferences and Schools	-	-	-	-	NA
604-49585-3500	Printing and Publishing	-	-	-	-	NA
604-49585-4320	Uncollectible Accounts	-	-	-	-	NA
604-49585-4330	Dues and Subscriptions	-	-	-	-	NA
<b>Administration</b>						
604-49586-1010	Regular Employees	-	-	-	-	NA
604-49586-1020	Overtime	-	-	-	-	NA
604-49586-1090	Cellphone Reimbursement	-	-	-	-	NA
604-49586-1200	FICA	-	-	-	-	NA
604-49586-1210	PERA	-	-	-	-	NA
604-49586-1220	Medicare	-	-	-	-	NA
604-49586-1300	Insurance	-	-	-	-	NA
604-49586-1310	VEBA/HSA Trust Funding	-	-	-	-	NA
604-49586-1330	Life Insurance	-	-	-	-	NA
604-49586-1340	Disability Insurance	-	-	-	-	NA
604-49586-1510	Worker's Comp Expense	-	-	-	-	NA
604-49586-2000	Office Supplies	-	-	-	-	NA
604-49586-2050	Computer Supplies	-	-	-	-	NA
604-49586-2170	General Supplies	-	-	-	-	NA
604-49586-3000	Professional Services	-	-	-	-	NA
604-49586-3050	Administrative Charges	-	-	-	-	NA
604-49586-3100	Contractual Services	-	-	-	-	NA
604-49586-3300	Conferences and Schools	-	-	-	-	NA
604-49586-3400	Publishing and Advertising	-	-	-	-	NA
604-49586-3610	General Liability	-	-	-	-	NA
604-49586-3620	Property Insurance	-	-	-	-	NA
604-49586-4000	Repair and Maintenance	-	-	-	-	NA
604-49586-4330	Dues and Subscriptions	-	-	-	-	NA
604-49586-4950	Computer Financing Account	-	-	-	-	NA
<b>Capital Outlay</b>						
604-49593-5200	Buildings Capital Outlay	-	-	-	-	NA
604-49593-5300	Improvements	-	-	-	-	NA
604-49593-5400	Machinery	-	-	-	-	NA
<b>Total Operating Expenses</b>		5,581,567	1,689,114	524,863	3,367,589	
<b>Non Operating Revenues (Expenses)</b>						
Interest income (loss)		-	-	-	-	NA
Interest expense		-	-	-	-	NA
<b>Total Non Operating Revenues</b>		-	-	-	-	
<b>Other Operating Revenues</b>						
Srt Light		-	-	-	-	NA
Capital Fund		-	-	-	-	NA
Sec Lights		-	-	-	-	NA
EV Charging		-	-	-	-	NA
Penalties		-	-	-	-	NA
Energy Star		-	-	-	-	NA
Energy Mgt		-	-	-	-	NA
Comm Reb		-	-	-	-	NA
Solar		-	-	-	-	NA
Low Inc		-	-	-	-	NA
Miscellaneous		-	-	-	-	NA
<b>Total Other Operating Revenues</b>		-	-	-	-	
<b>Transfer to City</b>		-	-	-	-	NA
<b>Margin</b>		-	-	-	-	NA
<b>Total Revenue Requirement</b>		\$ 5,581,567	\$ 1,689,114	\$ 524,863	\$ 3,367,589	

City of Waseca  
2023 Test Year Distribution Classification

<u>REVENUE REQUIREMENT</u>		Test <u>Year</u>	Distribution <u>Demand</u>	Customer <u>Facilities</u>	<u>Classification Basis</u>
<b>OPERATING EXPENSES</b>					
<b>OPEB Pension</b>					
604-49420-1260	OPEB Pension Exp	-	-	-	Dist/Cust split
604-49420-1290	GERF Pension Exp	-	-	-	Dist/Cust split
<b>Purchased Power</b>					
604-49550-3810	Purchased Power	-	-	-	NA
<b>Transmission</b>					
604-49570-1010	Regular Employees	9,981	9,981	-	100% Dist demand
604-49570-1020	Overtime	1,672	1,672	-	100% Dist demand
604-49570-1090	Cellphone Reimbursement	65	65	-	100% Dist demand
604-49570-1200	FICA	698	698	-	100% Dist demand
604-49570-1210	PERA	874	874	-	100% Dist demand
604-49570-1220	Medicare	163	163	-	100% Dist demand
604-49570-1300	Insurance	2,690	2,690	-	100% Dist demand
604-49570-1310	VEBA/HSA Trust Funding	161	161	-	100% Dist demand
604-49570-1330	Life Insurance	23	23	-	100% Dist demand
604-49570-1340	Disability Insurance	37	37	-	100% Dist demand
604-49570-2230	Bldg. Repair/Maint. Supply	-	-	-	NA
604-49570-3100	Contractual Services	8,982	8,982	-	100% Dist demand
604-49570-3800	Utilities	878	878	-	100% Dist demand
<b>Operating Maintenance</b>					
604-49571-1010	Regular Employees	236,381	141,829	94,552	Dist/Cust split
604-49571-1020	Overtime	38,215	22,929	15,286	Dist/Cust split
604-49571-1090	Cellphone Reimbursement	1,534	920	613	Dist/Cust split
604-49571-1200	FICA	16,438	9,863	6,575	Dist/Cust split
604-49571-1210	PERA	20,595	12,357	8,238	Dist/Cust split
604-49571-1220	Medicare	3,844	2,307	1,538	Dist/Cust split
604-49571-1300	Insurance	63,652	38,191	25,461	Dist/Cust split
604-49571-1310	VEBA/HSA Trust Funding	3,810	2,286	1,524	Dist/Cust split
604-49571-1330	Life Insurance	523	314	209	Dist/Cust split
604-49571-1340	Disability Insurance	1,016	610	406	Dist/Cust split
604-49571-2120	Motor Fuels	7,160	4,296	2,864	Dist/Cust split
604-49571-2170	General Supplies	6,161	3,697	2,464	Dist/Cust split
604-49571-2180	Uniforms	3,254	1,953	1,302	Dist/Cust split
604-49571-2190	Safety Equipment	838	503	335	Dist/Cust split
604-49571-2215	Meters	2,650	-	2,650	100% Cust facilities
604-49571-2216	Meter Sockets	-	-	-	NA
604-49571-2220	Vehicle Maintenance	-	-	-	NA
604-49571-2230	Bldg Repair/Maint. Supply	500	300	200	Dist/Cust split
604-49571-2240	Central Garage Charges	18,598	11,159	7,439	Dist/Cust split
604-49571-2290	Load Control Credit - Custome	57,615	34,569	23,046	Dist/Cust split
604-49571-2295	Load Control Delivery	-	-	-	NA
604-49571-2300	Energy Star Rebate/Appliance	13,719	8,232	5,488	Dist/Cust split
604-49571-2320	SMMPPA EMP- Energy Load M	-	-	-	NA
604-49571-2330	SMMPPA Commercial Rebates	14,473	8,684	5,789	Dist/Cust split
604-49571-2340	Low Income CIP Program	4,120	2,472	1,648	Dist/Cust split
604-49571-2400	Small Tools	849	509	340	Dist/Cust split
604-49571-3000	Professional Services	-	-	-	NA
604-49571-3100	Contractual Services	12,634	7,581	5,054	Dist/Cust split
604-49571-3200	Communications	1,320	792	528	Dist/Cust split
604-49571-3300	Conferences and Schools	404	242	162	Dist/Cust split
604-49571-4000	Repair and Maintenance	-	-	-	NA
604-49571-4200	Depreciation	435,584	261,350	174,234	Dist/Cust split
604-49571-4360	Service Rights Expense	56,442	33,865	22,577	Dist/Cust split
604-49571-4940	Safety Program	875	525	350	Dist/Cust split
<b>OH Operations/Maintenance</b>					
604-49572-1010	Regular Employees	23,290	13,974	9,316	Dist/Cust split
604-49572-1020	Overtime	4,979	2,987	1,992	Dist/Cust split
604-49572-1090	Cellphone Reimbursement	151	91	60	Dist/Cust split
604-49572-1200	FICA	1,693	1,016	677	Dist/Cust split
604-49572-1210	PERA	2,120	1,272	848	Dist/Cust split
604-49572-1220	Medicare	396	237	158	Dist/Cust split
604-49572-1300	Insurance	6,276	3,765	2,510	Dist/Cust split
604-49572-1310	VEBA/HSA Trust Funding	376	225	150	Dist/Cust split
604-49572-1330	Life Insurance	53	32	21	Dist/Cust split
604-49572-1340	Disability Insurance	86	52	35	Dist/Cust split
604-49572-2230	Bldg. Repair/Maint. Supplies	-	-	-	Dist/Cust split
<b>UG Operations/Maintenance</b>					
604-49573-1010	Regular Employees	43,253	25,952	17,301	Dist/Cust split
604-49573-1020	Overtime	6,556	3,934	2,622	Dist/Cust split
604-49573-1090	Cellphone Reimbursement	281	168	112	Dist/Cust split
604-49573-1200	FICA	2,983	1,790	1,193	Dist/Cust split
604-49573-1210	PERA	3,736	2,241	1,494	Dist/Cust split
604-49573-1220	Medicare	698	419	279	Dist/Cust split
604-49573-1300	Insurance	11,655	6,993	4,662	Dist/Cust split
604-49573-1310	VEBA/HSA Trust Funding	698	419	279	Dist/Cust split
604-49573-1330	Life Insurance	99	59	40	Dist/Cust split
604-49573-1340	Disability Insurance	160	96	64	Dist/Cust split
604-49573-2170	General Supplies	6,316	3,789	2,526	Dist/Cust split
604-49573-2230	Bldg. Repair/Maint. Supplies	4,827	2,896	1,931	Dist/Cust split
604-49573-3100	Contractual Services	200	120	80	Dist/Cust split
604-49573-4000	Repair and Maintenance	323	194	129	Dist/Cust split
<b>Street Light Operations/Maintenance</b>					
604-49574-1010	Regular Employees	13,309	-	13,309	100% Cust facilities
604-49574-1020	Overtime	1,960	-	1,960	100% Cust facilities
604-49574-1090	Cellphone Reimbursement	86	-	86	100% Cust facilities
604-49574-1200	FICA	914	-	914	100% Cust facilities
604-49574-1210	PERA	1,145	-	1,145	100% Cust facilities
604-49574-1220	Medicare	214	-	214	100% Cust facilities
604-49574-1300	Insurance	3,586	-	3,586	100% Cust facilities
604-49574-1310	VEBA/HSA Trust Funding	215	-	215	100% Cust facilities
604-49574-1330	Life Insurance	30	-	30	100% Cust facilities

City of Waseca  
2023 Test Year Distribution Classification

<u>REVENUE REQUIREMENT</u>		<u>Test</u> <u>Year</u>	<u>Distribution</u> <u>Demand</u>	<u>Customer</u> <u>Facilities</u>	<u>Classification Basis</u>
604-49574-1340	Disability Insurance	49	-	49	100% Cust facilities
604-49574-2170	General Supplies	1,522	-	1,522	100% Cust facilities
604-49574-2230	Bldg. Repair/Maint. Supplies	3,067	-	3,067	100% Cust facilities
604-49574-3800	Utilities	8,555	-	8,555	100% Cust facilities
604-49574-4000	Repair and Maintenance	6,061	-	6,061	100% Cust facilities
<b>EV Charging Station Operations</b>					
604-49575-3800	Utilities	-	-	-	NA
<b>Meter Reading</b>					
604-49584-1010	Regular Employees	-	-	-	NA
604-49584-1020	Overtime	-	-	-	NA
604-49584-1090	Cellphone Reimbursement	-	-	-	NA
604-49584-1200	FICA	-	-	-	NA
604-49584-1210	PERA	-	-	-	NA
604-49584-1220	Medicare	-	-	-	NA
604-49584-1300	Insurance	-	-	-	NA
604-49584-1310	VEBA/HSA Trust Funding	-	-	-	NA
604-49584-1330	Life Insurance	-	-	-	NA
604-49584-1340	Disability Insurance	-	-	-	NA
<b>Customer Billing</b>					
604-49585-1010	Regular Employees	-	-	-	NA
604-49585-1020	Overtime	-	-	-	NA
604-49585-1200	FICA	-	-	-	NA
604-49585-1210	PERA	-	-	-	NA
604-49585-1220	Medicare	-	-	-	NA
604-49585-1300	Insurance	-	-	-	NA
604-49585-1310	VEBA/HSA Trust Funding	-	-	-	NA
604-49585-1330	Life Insurance	-	-	-	NA
604-49585-1340	Disability Insurance	-	-	-	NA
604-49585-2000	Office Supplies	-	-	-	NA
604-49585-2050	Computer Supplies	-	-	-	NA
604-49585-3000	Professional Services	-	-	-	NA
604-49585-3100	Contractual Services	-	-	-	NA
604-49585-3200	Communications	-	-	-	NA
604-49585-3300	Conferences and Schools	-	-	-	NA
604-49585-3500	Printing and Publishing	-	-	-	NA
604-49585-4320	Uncollectible Accounts	-	-	-	NA
604-49585-4330	Dues and Subscriptions	-	-	-	NA
<b>Administration</b>					
604-49586-1010	Regular Employees	89,003	53,402	35,601	Dist/Cust split
604-49586-1020	Overtime	68	41	27	Dist/Cust split
604-49586-1090	Cellphone Reimbursement	12	7	5	Dist/Cust split
604-49586-1200	FICA	4,819	2,892	1,928	Dist/Cust split
604-49586-1210	PERA	6,326	3,796	2,530	Dist/Cust split
604-49586-1220	Medicare	1,286	772	515	Dist/Cust split
604-49586-1300	Insurance	6,766	4,060	2,706	Dist/Cust split
604-49586-1310	VEBA/HSA Trust Funding	1,492	895	597	Dist/Cust split
604-49586-1330	Life Insurance	50	30	20	Dist/Cust split
604-49586-1340	Disability Insurance	183	110	73	Dist/Cust split
604-49586-1510	Worker's Comp Expense	10,065	6,039	4,026	Dist/Cust split
604-49586-2000	Office Supplies	1,057	634	423	Dist/Cust split
604-49586-2050	Computer Supplies	-	-	-	NA
604-49586-2170	General Supplies	317	190	127	Dist/Cust split
604-49586-3000	Professional Services	21,968	13,181	8,787	Dist/Cust split
604-49586-3050	Administrative Charges	13,279	7,967	5,311	Dist/Cust split
604-49586-3100	Contractual Services	5,174	3,104	2,070	Dist/Cust split
604-49586-3300	Conferences and Schools	-	-	-	NA
604-49586-3400	Publishing and Advertising	-	-	-	NA
604-49586-3610	General Liability	4,119	2,471	1,648	Dist/Cust split
604-49586-3620	Property Insurance	7,242	4,345	2,897	Dist/Cust split
604-49586-4000	Repair and Maintenance	6,722	4,033	2,689	Dist/Cust split
604-49586-4330	Dues and Subscriptions	15,558	9,335	6,223	Dist/Cust split
604-49586-4950	Computer Financing Account	15,745	9,447	6,298	Dist/Cust split
<b>Capital Outlay</b>					
604-49593-5200	Buildings Capital Outlay	8,777	8,777	-	100% Dist demand
604-49593-5300	Improvements	309,005	309,005	-	100% Dist demand
604-49593-5400	Machinery	319,806	319,806	-	100% Dist demand
<b>Total Operating Expenses</b>		<b>2,060,185</b>	<b>1,475,618</b>	<b>584,568</b>	
<b>Non Operating Revenues (Expenses)</b>					
Interest income (loss)		-	-	-	NA
Interest expense		-	-	-	NA
<b>Total Non Operating Revenues</b>		<b>-</b>	<b>-</b>	<b>-</b>	
<b>Other Operating Revenues</b>					
Srt Light		101,984	-	101,984	100% Cust facilities
Capital Fund		242,693	242,693	-	100% Dist demand
Sec Lights		4,532	-	4,532	100% Cust facilities
EV Charging		8,886	-	8,886	100% Cust facilities
Penalties		-	-	-	NA
Energy Star		-	-	-	NA
Energy Mgt		-	-	-	NA
Comm Reb		-	-	-	NA
Solar		-	-	-	NA
Low Inc		-	-	-	NA
Miscellaneous		-	-	-	NA
<b>Total Other Operating Revenues</b>		<b>358,096</b>	<b>242,693</b>	<b>115,402</b>	
<b>Transfer to City</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>NA</b>
<b>Margin</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>NA</b>
<b>Total Revenue Requirement</b>		<b>\$ 1,702,090</b>	<b>\$ 1,232,925</b>	<b>\$ 469,165</b>	



City of Waseca  
2023 Test Year Customer Classification

<u>REVENUE REQUIREMENT</u>		Test		
<u>OPERATING EXPENSES</u>		<u>Year</u>	<u>Customer</u>	<u>Classification Basis</u>
<b>OPEB Pension</b>				
604-49420-1260	OPEB Pension Exp	-	-	NA
604-49420-1290	GERF Pension Exp	-	-	NA
<b>Purchased Power</b>				
604-49550-3810	Purchased Power	-	-	NA
<b>Transmission</b>				
604-49570-1010	Regular Employees	-	-	NA
604-49570-1020	Overtime	-	-	NA
604-49570-1090	Cellphone Reimbursement	-	-	NA
604-49570-1200	FICA	-	-	NA
604-49570-1210	PERA	-	-	NA
604-49570-1220	Medicare	-	-	NA
604-49570-1300	Insurance	-	-	NA
604-49570-1310	VEBA/HSA Trust Funding	-	-	NA
604-49570-1330	Life Insurance	-	-	NA
604-49570-1340	Disability Insurance	-	-	NA
604-49570-2230	Bldg. Repair/Maint. Supply	-	-	NA
604-49570-3100	Contractual Services	-	-	NA
604-49570-3800	Utilities	-	-	NA
<b>Operating Maintenance</b>				
604-49571-1010	Regular Employees	-	-	NA
604-49571-1020	Overtime	-	-	NA
604-49571-1090	Cellphone Reimbursement	-	-	NA
604-49571-1200	FICA	-	-	NA
604-49571-1210	PERA	-	-	NA
604-49571-1220	Medicare	-	-	NA
604-49571-1300	Insurance	-	-	NA
604-49571-1310	VEBA/HSA Trust Funding	-	-	NA
604-49571-1330	Life Insurance	-	-	NA
604-49571-1340	Disability Insurance	-	-	NA
604-49571-2120	Motor Fuels	-	-	NA
604-49571-2170	General Supplies	-	-	NA
604-49571-2180	Uniforms	-	-	NA
604-49571-2190	Safety Equipment	-	-	NA
604-49571-2215	Meters	-	-	NA
604-49571-2216	Meter Sockets	-	-	NA
604-49571-2220	Vehicle Maintenance	-	-	NA
604-49571-2230	Bldg Repair/Maint. Supply	-	-	NA
604-49571-2240	Central Garage Charges	-	-	NA
604-49571-2290	Load Control Credit - Customer	-	-	NA
604-49571-2295	Load Control Delivery	-	-	NA
604-49571-2300	Energy Star Rebate/Appliance	-	-	NA
604-49571-2320	SMMPA EMP- Energy Load M	-	-	NA
604-49571-2330	SMMPA Commercial Rebates	-	-	NA
604-49571-2340	Low Income CIP Program	-	-	NA
604-49571-2400	Small Tools	-	-	NA
604-49571-3000	Professional Services	-	-	NA
604-49571-3100	Contractual Services	-	-	NA
604-49571-3200	Communications	-	-	NA
604-49571-3300	Conferences and Schools	-	-	NA
604-49571-4000	Repair and Maintenance	-	-	NA
604-49571-4200	Depreciation	-	-	NA
604-49571-4360	Service Rights Expense	-	-	NA
604-49571-4940	Safety Program	-	-	NA
<b>OH Operations/Maintenance</b>				
604-49572-1010	Regular Employees	-	-	NA
604-49572-1020	Overtime	-	-	NA
604-49572-1090	Cellphone Reimbursement	-	-	NA
604-49572-1200	FICA	-	-	NA
604-49572-1210	PERA	-	-	NA
604-49572-1220	Medicare	-	-	NA
604-49572-1300	Insurance	-	-	NA
604-49572-1310	VEBA/HSA Trust Funding	-	-	NA
604-49572-1330	Life Insurance	-	-	NA
604-49572-1340	Disability Insurance	-	-	NA
604-49572-2230	Bldg. Repair/Maint. Supplies	-	-	NA
<b>UG Operations/Maintenance</b>				
604-49573-1010	Regular Employees	-	-	NA
604-49573-1020	Overtime	-	-	NA
604-49573-1090	Cellphone Reimbursement	-	-	NA
604-49573-1200	FICA	-	-	NA
604-49573-1210	PERA	-	-	NA
604-49573-1220	Medicare	-	-	NA
604-49573-1300	Insurance	-	-	NA
604-49573-1310	VEBA/HSA Trust Funding	-	-	NA
604-49573-1330	Life Insurance	-	-	NA
604-49573-1340	Disability Insurance	-	-	NA
604-49573-2170	General Supplies	-	-	NA
604-49573-2230	Bldg. Repair/Maint. Supplies	-	-	NA
604-49573-3100	Contractual Services	-	-	NA
604-49573-4000	Repair and Maintenance	-	-	NA
<b>Street Light Operations/Maintenance</b>				
604-49574-1010	Regular Employees	-	-	NA
604-49574-1020	Overtime	-	-	NA
604-49574-1090	Cellphone Reimbursement	-	-	NA
604-49574-1200	FICA	-	-	NA
604-49574-1210	PERA	-	-	NA
604-49574-1220	Medicare	-	-	NA
604-49574-1300	Insurance	-	-	NA
604-49574-1310	VEBA/HSA Trust Funding	-	-	NA
604-49574-1330	Life Insurance	-	-	NA
604-49574-1340	Disability Insurance	-	-	NA

City of Waseca  
2023 Test Year Customer Classification

<u>REVENUE REQUIREMENT</u>		Test <u>Year</u>	<u>Customer</u>	<u>Classification Basis</u>
604-49574-2170	General Supplies	-	-	NA
604-49574-2230	Bldg. Repair/Maint. Supplies	-	-	NA
604-49574-3800	Utilities	-	-	NA
604-49574-4000	Repair and Maintenance	-	-	NA
<b>EV Charging Station Operations</b>				
604-49575-3800	Utilities	7,525	7,525	100% Customer
<b>Meter Reading</b>				
604-49584-1010	Regular Employees	6,655	6,655	100% Customer
604-49584-1020	Overtime	980	980	100% Customer
604-49584-1090	Cellphone Reimbursement	43	43	100% Customer
604-49584-1200	FICA	457	457	100% Customer
604-49584-1210	PERA	573	573	100% Customer
604-49584-1220	Medicare	107	107	100% Customer
604-49584-1300	Insurance	1,793	1,793	100% Customer
604-49584-1310	VEBA/HSA Trust Funding	108	108	100% Customer
604-49584-1330	Life Insurance	14	14	100% Customer
604-49584-1340	Disability Insurance	25	25	100% Customer
<b>Customer Billing</b>				
604-49585-1010	Regular Employees	91,744	91,744	100% Customer
604-49585-1020	Overtime	-	-	NA
604-49585-1200	FICA	5,543	5,543	100% Customer
604-49585-1210	PERA	6,881	6,881	100% Customer
604-49585-1220	Medicare	1,296	1,296	100% Customer
604-49585-1300	Insurance	16,688	16,688	100% Customer
604-49585-1310	VEBA/HSA Trust Funding	4,660	4,660	100% Customer
604-49585-1330	Life Insurance	299	299	100% Customer
604-49585-1340	Disability Insurance	339	339	100% Customer
604-49585-2000	Office Supplies	115	115	100% Customer
604-49585-2050	Computer Supplies	22	22	100% Customer
604-49585-3000	Professional Services	32,489	32,489	100% Customer
604-49585-3100	Contractual Services	1,725	1,725	100% Customer
604-49585-3200	Communications	9,702	9,702	100% Customer
604-49585-3300	Conferences and Schools	147	147	100% Customer
604-49585-3500	Printing and Publishing	3,911	3,911	100% Customer
604-49585-4320	Uncollectible Accounts	835	835	100% Customer
604-49585-4330	Dues and Subscriptions	-	-	NA
<b>Administration</b>				
604-49586-1010	Regular Employees	23,301	23,301	100% Customer
604-49586-1020	Overtime	18	18	100% Customer
604-49586-1090	Cellphone Reimbursement	3	3	100% Customer
604-49586-1200	FICA	1,262	1,262	100% Customer
604-49586-1210	PERA	1,656	1,656	100% Customer
604-49586-1220	Medicare	337	337	100% Customer
604-49586-1300	Insurance	1,771	1,771	100% Customer
604-49586-1310	VEBA/HSA Trust Funding	391	391	100% Customer
604-49586-1330	Life Insurance	13	13	100% Customer
604-49586-1340	Disability Insurance	48	48	100% Customer
604-49586-1510	Worker's Comp Expense	2,635	2,635	100% Customer
604-49586-2000	Office Supplies	277	277	100% Customer
604-49586-2050	Computer Supplies	-	-	NA
604-49586-2170	General Supplies	83	83	100% Customer
604-49586-3000	Professional Services	2,541	2,541	100% Customer
604-49586-3050	Administrative Charges	1,536	1,536	100% Customer
604-49586-3100	Contractual Services	599	599	100% Customer
604-49586-3300	Conferences and Schools	-	-	NA
604-49586-3400	Publishing and Advertising	-	-	NA
604-49586-3610	General Liability	476	476	100% Customer
604-49586-3620	Property Insurance	-	-	NA
604-49586-4000	Repair and Maintenance	778	778	100% Customer
604-49586-4330	Dues and Subscriptions	1,800	1,800	100% Customer
604-49586-4950	Computer Financing Account	4,122	4,122	100% Customer
<b>Capital Outlay</b>				
604-49593-5200	Buildings Capital Outlay	-	-	NA
604-49593-5300	Improvements	-	-	NA
604-49593-5400	Machinery	-	-	NA
<b>Total Operating Expenses</b>		<b>238,321</b>	<b>238,321</b>	
<b>Non Operating Revenues (Expenses)</b>				
Interest income (loss)		-	-	NA
Interest expense		(10,289)	(10,289)	100% Customer
<b>Total Non Operating Revenues</b>		<b>(10,289)</b>	<b>(10,289)</b>	
<b>Other Operating Revenues</b>				
Srt Light		-	-	NA
Capital Fund		-	-	NA
Sec Lights		-	-	NA
EV Charging		-	-	NA
Penalties		78,123	78,123	100% Customer
Energy Star		-	-	NA
Energy Mgt		-	-	NA
Comm Reb		-	-	NA
Solar		-	-	NA
Low Inc		-	-	NA
Miscellaneous		-	-	NA
<b>Total Other Operating Revenues</b>		<b>78,123</b>	<b>78,123</b>	NA
<b>Transfer to City</b>		-	-	NA
<b>Margin</b>		-	-	NA
<b>Total Revenue Requirement</b>		<b>\$ 170,487</b>	<b>\$ 170,487</b>	

City of Waseca  
2023 Test Year Allocation Factors

	<u>Total</u>	<u>Residential</u>	<u>Commercial Gen Service</u>	<u>Mid Comm Power</u>	<u>Large Comm Power</u>	<u>City</u>
<b>Demand Allocation Factors</b>						
12 Coincident Peak (kW)	129,629	65,752	17,298	19,883	25,464	1,231
12 CP	100.0%	50.7%	13.3%	15.3%	19.6%	0.9%
1 Coincident Peak (kW)	16,288	9,229	2,253	1,970	2,594	242
1 CP	100.0%	56.7%	13.8%	12.1%	15.9%	1.5%
1 Non-coincident Peak (kW)	20,315	11,536	2,816	2,380	3,259	323
1 NCP	100.0%	56.8%	13.9%	11.7%	16.0%	1.6%
Sum of Max Demands	295,896	180,815	45,951	31,220	34,013	3,897
SMD	100.0%	61.1%	15.5%	10.6%	11.5%	1.3%
<b>Energy Allocation Factors</b>						
Retail Energy Req. (kWh)	57,268,232	26,990,246	7,398,202	9,725,275	12,419,910	734,599
RE	100.0%	47.1%	12.9%	17.0%	21.7%	1.3%
<b>Customers</b>						
Number of Customers	4,197	3,673	411	67	16	30
CN	100.0%	87.5%	9.8%	1.6%	0.4%	0.7%
<b>Customer Facilities Allocation Factor</b>						
Weighted Number of Cust	5,290	3,673	822	335	400	60
CF	100.0%	69.4%	15.5%	6.3%	7.6%	1.1%
<b>Customer Service Allocation Factor</b>						
Weighted Number of Cust	5,465	3,673	822	670	240	60
CS	100.0%	67.2%	15.0%	12.3%	4.4%	1.1%
<b>Revenue Allocator</b>						
Sum Other Rev Reqs	\$ 7,454,144	\$ 3,881,757	\$ 1,002,509	\$ 1,089,507	\$ 1,386,506	\$ 93,865
R	100.0%	52.1%	13.4%	14.6%	18.6%	1.3%

City of Waseca  
2023 Test Year Allocation of Revenue Requirements

	<u>Total</u>	<u>Residential</u>	<u>Commercial Gen Service</u>	<u>Mid Comm Power</u>	<u>Large Comm Power</u>	<u>City</u>	<u>Allocation Factor</u>
<u>Power Supply</u>							
Demand	1,689,114	856,780	225,400	259,088	331,808	16,038	12 CP
Transmission	524,863	297,395	72,603	63,469	83,583	7,814	1 CP
Energy	<u>3,367,589</u>	<u>1,587,129</u>	<u>435,042</u>	<u>571,883</u>	<u>730,338</u>	<u>43,197</u>	RE
Total Power Supply	\$ 5,581,567	\$ 2,741,304	\$ 733,045	\$ 894,440	\$ 1,145,728	\$ 67,050	
<u>Distribution</u>							
Distribution Demand	1,232,925	700,114	170,918	144,455	197,815	19,623	1 NCP
Customer Facilities	<u>469,165</u>	<u>325,755</u>	<u>72,902</u>	<u>29,711</u>	<u>35,476</u>	<u>5,321</u>	CF
Total T&D	\$ 1,702,090	\$ 1,025,869	\$ 243,820	\$ 174,166	\$ 233,290	\$ 24,944	
<u>Customer</u>							
Customer Service	<u>170,487</u>	<u>114,583</u>	<u>25,643</u>	<u>20,901</u>	<u>7,487</u>	<u>1,872</u>	CS
Total Customer Service	\$ 170,487	\$ 114,583	\$ 25,643	\$ 20,901	\$ 7,487	\$ 1,872	
<u>Revenue</u>							
Other Revenue	\$ (438,714)	(228,461)	(59,003)	(64,123)	(81,603)	(5,524)	R
Margin/Transfer	<u>246,603</u>	<u>128,419</u>	<u>33,166</u>	<u>36,044</u>	<u>45,869</u>	<u>3,105</u>	R
Total Revenue	\$ (192,112)	\$ (100,042)	\$ (25,837)	\$ (28,079)	\$ (35,734)	\$ (2,419)	
Total Revenue Requirements	\$ 7,262,032	\$ 3,781,714	\$ 976,672	\$ 1,061,428	\$ 1,350,772	\$ 91,446	
Total Revenues	\$ 7,262,032	\$ 3,751,676	\$ 1,044,415	\$ 1,124,143	\$ 1,271,924	\$ 69,875	
Percent Revenue Requirements	100.0%	52.1%	13.4%	14.6%	18.6%	1.3%	
Percent Revenues	100.0%	51.7%	14.4%	15.5%	17.5%	1.0%	
Percent Change	0.0%	0.8%	-6.5%	-5.6%	6.2%	30.9%	
Revenue Req/kWh	0.127	0.140	0.132	0.109	0.109	0.124	
Revenue/kWh	0.127	0.139	0.141	0.116	0.102	0.095	

## **Section 4**

# **Recommendations**

Changes to rates are generally based on the overall need for revenues and results of the cost-of-service analyses. The projected operating results at existing rates as presented in Section 2 of this report outline the overall revenue needs of the electric utility. Section 3 summarizes the cost-of-service results. Based on the analysis performed, certain recommendations have been listed below.

### **Recommendations**

Our conclusions and recommendations regarding Waseca's retail electric rates are:

- Based on the analyses performed, no changes to Waseca's retail electric rates are recommended at this time.
- Current projections show reserve funds maintaining their current level through the Study Period.
- The only class receiving a significant subsidy based on the cost-of-service results is the City accounts. This is another form of City support from the electric utility. This support currently equals approximately \$22,000 per year.
- Total support to the City is approximately \$622,000 per year (cash transfer plus City rate subsidy). This amount equals 8% of operating revenues, which is a reasonable level of support from the electric utility.
- It is noted that municipal electric customers contribute approximately 8% of their electric bills to support overall City functions, but no franchise fee is currently collected from Xcel Energy and the customers it serves within the Waseca city limits.
- The current retail ECA policy is reasonable and protects the electric utility from high wholesale costs due to high wholesale ECA charges.

## Section 4

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- If SMMPA needs to raise its published wholesale rates during the Study Period, Waseca may need to also adjust retail rates to cover the extra costs.
- The current structure of retail rates is reasonable (customer, energy and demand charges).
- The seasonal retail energy rates mirror the seasonal wholesale rates from SMMPA.
- The reduction of street light rates from \$3.10/customer/month to \$1.90/customer/month was warranted based on actual street light costs.
- The increase of the capital fund charge from \$4/customer/month to \$5/customer/month was reasonable based on projected capital needs.
- The current level of the capital funding charge plus non-cash depreciation expense is sufficient to cover anticipated capital improvements through the Study Period.
- Large capital improvements in the future (e.g. a new substation) should be considered for debt financing rather than cash financing.

01/31/2024

City of Waseca  
Alicia Fischer  
Carl Sonnenberg  
*Via email*

RE: Supplemental Information for TIF Application

Alicia and Carl,

The letter with attachments will provide the additional information required for our TIF Application for the development of the Marketplace parcels in Waseca with PIDs: 174400010, 0174400020, 0174400030.

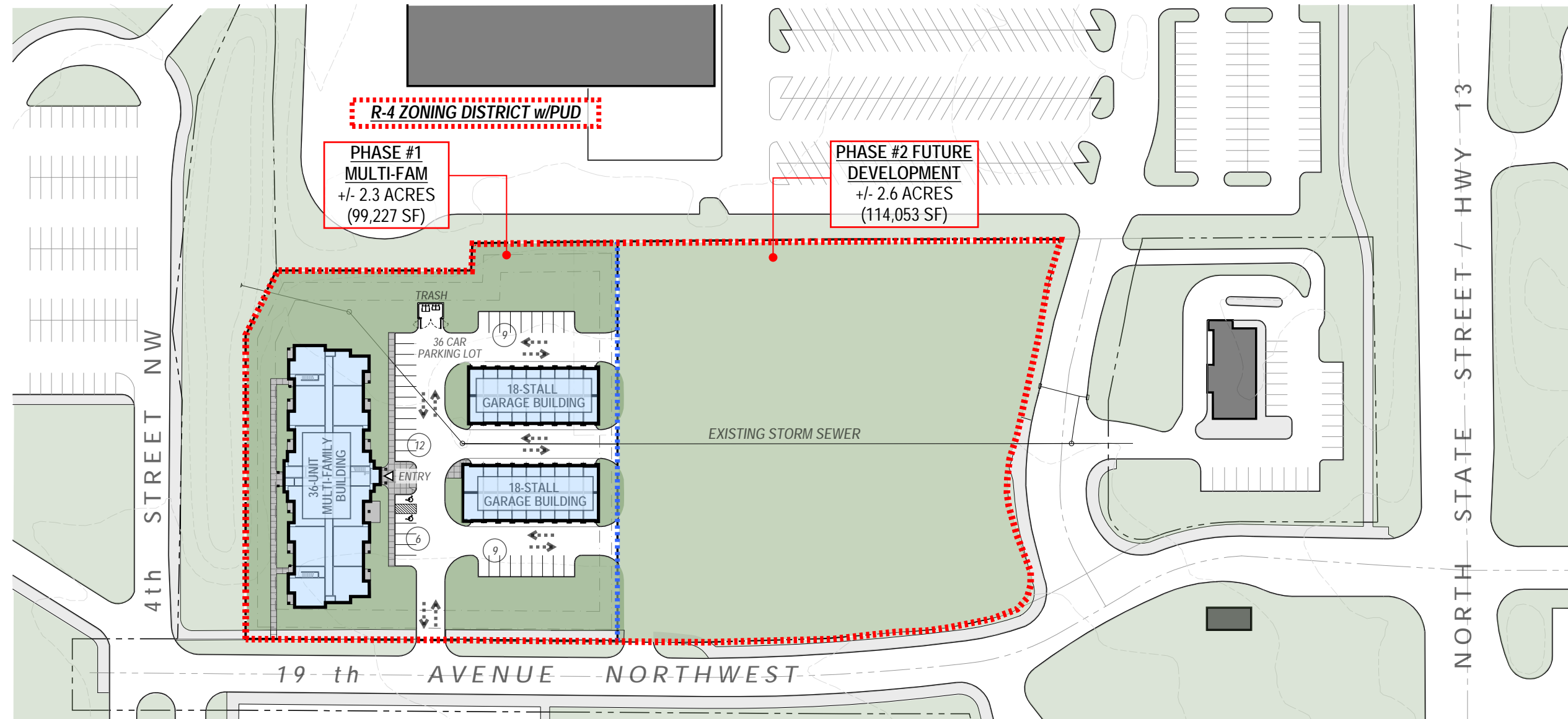
1. Detailed Cost of the Development
  - a. Attached is our project proforma date 01/31/2024. It includes the development budget, financing/equity assumptions, and 10-year cash flow model
2. Site Plan
  - a. Attached is current siteplan from Nile Architects for the project showing a two-phase development of the area. We would proceed with the initial face construction the 36-unit building furthest west on the siteplan(closest to the school).
3. Timing
  - a. Our goal is to start construction in June 2024 with project completed and Tenant occupancy in May 2025. The detailed timeline for the project is:
    - i. January 2024 = Submit TIF Application to City
    - ii. February through May 2024 = City Approvals and Final Construction Documents
      1. Work with City to obtain TIF Financing
      2. Work with City to obtain siteplan and zoning approval
      3. Finalize Construction documents and coordinate with City to submit for permit by May 1, 2024
    - iii. June 2024 = Construction Commences
      1. We are estimating a 11 month build for this project with construction being complete by May 2025
    - iv. Fall 2024 = Pre-leasing Activities
      1. Begin marketing and pre-leasing the project for Spring occupancy
4. Public Improvements and Request
  - a. We are requesting acquiring the properties from the City for \$1.00 and Tax Increment Financing for the project totaling \$1,650,000.
  - b. Proceeds will be used for the development of the Marketplace site that has remained vacant for several years. Infrastructure improvements including connections to water and sewer, stormwater management, trail and sidewalk connections, and meeting the City's development standards and goals for residential development in Waseca.
5. Financial Feasibility of Project

- a. See Attached proforma for #1 above
- 6. Letter from Lender
  - a. We are currently working with several local lenders to finalize financing on the project
- 7. Market Feasibility.
  - a. See attached Housing Study completed by Maxfield Research for the City of Waseca.



**OPTION H: 36-UNIT MULTI-FAMILY BUILDINGS + GARAGE STRUCTURES**

TOTAL DEVELOPMENT AREA : +/- 4.9 ACRES (213,280 SF)



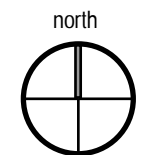
**PHASE #1:**

- 36 UNIT MULTI-FAMILY APARTMENT BUILDING
- 3 STORIES @ +/- 13,782 GSF EA
- a) 12 - ONE BDROOM UNITS / 24 - TWO BDROOM UNITS
- PARKING
- a) ON GRADE LOT
- + 36 PARKING STALLS
- b) TWO ACCESSORY GARAGE BUILDINGS
- + 1st BUILDING LIMITED TO 300 SF / UNIT (@ 36 UNITS =10,800 GSF MAX)
- A. 18 GARAGE BAYS (+/-5,147 GSF)
- + 2nd BUILDING LIMITED TO 250 SF MAX.
- B. 18 GARAGE BAYS (+/-5,370 GSF) - NEEDS VARIANCE
- c) TOTAL PARKING = 2 STALLS PER UNIT

**PHASE #2 FUTURE DEVELOPMENT:**

+/- 2.6 ACRES

**NILE**  
 SITE OPTIONS  
 WASECA MARKETPLACE  
 Waseca, Minnesota  
 16 January 2024



**MINUTES  
REGULAR WASECA CITY COUNCIL MEETING  
TUESDAY, FEBRUARY 6, 2024, 7:00 P.M.**

**CALL TO ORDER**

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

**ROLL CALL**

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

Staff Present: Carl Sonnenberg, City Manager  
Captain Kris Markeson, Waseca Police Department  
Office, Jarret Imlay, Waseca Police Department  
Julia Hall, City Clerk

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

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

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENT**

- 4. A. Peggy Zinniel. 805 9<sup>th</sup> Avenue SE; Would like to create two summer events in the heart of Waseca’s downtown. The planning is ongoing and growing. The council liked her ideas and asked her to contact the City Clerk for assistance in making the events happen.  
B. Greg Wikan, 401 8<sup>th</sup> Avenue NW, is concerned about the new water meters placed on his home and what they are doing to his family. He has contacted the utilities department with his concerns and would like the new meters removed and the analog ones removed and reinstalled. The council directed the City Manager to follow up with Mr. Wikan’s concerns.

**REQUESTS AND PRESENTATIONS**

- 5. A. Captain Kris Markeson of the Waseca Police Department introduced new Police Officer Jarret Imlay.

**CONSENT AGENDA**

- 6. A. Councilmember Conrath made the motion to approve the consent agenda, seconded by Councilmember Schroeder. Motion carried 7-0.

**ACTION AGENDA**

- 7. A. Public Hearing for Resolution for Ordinance 1112, Specialized Vehicles. Was tabled to a later date with a worksession to review. The motion to table was made by Councilmember Arndt and seconded by Conrath. Motion carried 7-0.
- B. Councilmember Christiansen motioned to Approve Resolution 24-10: Adopting the 2024 Annual Enterprise Budgets. Seconded by Ebertowski. Motion carried 7-0.
- C. Councilmember Conrath motioned to Approve Resolution 24-11: Amending the Master Fee Schedule. Seconded by Mansfield. Motion carried 7-0.

**REPORTS**

- 8. A. City Manager’s Report:
  - 1. • None
- B. Commission Reports:
  - 1. Airport Board: Councilmember Schroeder reported:
    - Mr. Ziegler will be a great addition to the Board.
    - Steel for the T-Hangar has been ordered, and they have a place to store it.
    - They are currently looking at needed roof repairs.
    - The card readers are ready and waiting for better weather to be installed.
  - 2. Fire Relief: Councilmember Conrath reported:
    - They had their annual banquet, so not much business was conducted except when they elected their board.

**ANNOUNCEMENTS**

- 9. A. Councilmember Christiansen:
 

With it being 2024, I would like to see positive comments at the end of every meeting. Going first, a positive is:

  - The Dog Park. It was completed with ingenuity and limited funds and is a great asset to the Waseca Community.
  - 2024 is the year to move Waseca forward.
  - Proud to be in Waseca.
  - And don’t be afraid to come to Council like the people today who spoke.
- B. Councilmember Schroeder:
  - Liked Councilmember Christiansen’s idea and shared that she is grateful to the Sleigh and Cutter Festival for being flexible with their event.
- C. Mayor Zimmerman:
  - Said that Councilmember Christiansen’s idea reminded him of the Jelly Roll song “Need a Favor,” a powerful song.
  - Also, the parking lot at the High School on Saturday was full, which was nice to see.

**ADJOURNMENT**

- 10. There being no further business to be brought before the Council, Councilmember Arndt moved to adjourn the meeting at 7:55 p.m., seconded by Christiansen. Motion carried 7-0.

MAYOR

---

JULIA HALL  
CITY CLERK

Micah Fisher

6B

LIST OF EXPENDITURES

February 20, 2024

=====

City Council	0.00
Streets	29,269.10
Parks	10,898.64
Wastewater	13,063.63
Utility Administration	5,691.73
Utility Offices	8,307.64
Electric	15,636.14
Water	3,642.92
Building and Code Compliance	2,710.69
Police	68,966.83
Administration	0.00
Community Aides	395.01
Fire	10,726.68
Paid On Call Fire Department	9,290.04
PEG	154.27
Election Judges	0.00
Finance	13,673.67
Community Development	2,394.82
Engineering	17,972.73
Recreation	2,584.01
Econ Development	<u>3,246.20</u>

Total Gross Payroll 218,624.75

\*Less- Payroll Deductions (75,153.65)

Net Payroll Cost \$ 143,471.10

\*These costs are included in Accounts Payable totals below

Accounts Payable

Utility deposit refunds dated:

Includes check #'s .....

Expenditures dated:

February 2, 2024-February 15, 2024

Includes check #'s 160088-160189

Bank ACH Withdrawals..... 1,109,952.51

GRAND TOTAL EXPENDITURES \$ 1,253,423.61

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
<b>General Fund</b>						
02/08/2024	22407	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 2/4/2024	101-21701-0000	18,550.02	M
Total 101217010000:					18,550.02	
02/08/2024	22403	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 2/4/2024	101-21702-0000	9,362.98	M
Total 101217020000:					9,362.98	
02/08/2024	22407	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 2/4/2024	101-21703-0000	8,614.53	M
02/08/2024	22407	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 2/4/2024	101-21703-0000	8,614.53	M
Total 101217030000:					17,229.06	
02/08/2024	22404	Public Employees Retirement Assn (ACH Rounding		101-21704-0000	.01-	M
02/08/2024	22404	Public Employees Retirement Assn (ACH PERA COORD Emplr 1% Pay Period: 2/4/2024		101-21704-0000	1,349.67	M
02/08/2024	22404	Public Employees Retirement Assn (ACH PERA COORDINATED Employee Pay Period: 2/4/2024		101-21704-0000	8,772.59	M
02/08/2024	22404	Public Employees Retirement Assn (ACH PERA POLICE Employee Pay Period: 2/4/2024		101-21704-0000	8,543.90	M
02/08/2024	22404	Public Employees Retirement Assn (ACH PERA COORDINATED Employer Pay Period: 2/4/2024		101-21704-0000	8,772.59	M
02/08/2024	22404	Public Employees Retirement Assn (ACH PERA POLICE Employer Pay Period: 2/4/2024		101-21704-0000	12,815.85	M
Total 101217040000:					40,254.59	
02/08/2024	160089	IBEW	IBEW UNION DUES Pay Period: 2/4/2024	101-21707-0000	365.38	
02/08/2024	160090	IUOE Local #70	FIRE UNION DUES Pay Period: 2/4/2024	101-21707-0000	108.50	
02/08/2024	160090	IUOE Local #70	IUOE UNION DUES Pay Period: 2/4/2024	101-21707-0000	547.50	
02/08/2024	160088	Law Enforcement Labor Services	POLICE SGT/LT DUES Pay Period: 2/4/2024	101-21707-0000	141.00	
02/08/2024	160088	Law Enforcement Labor Services	POLICE UNION DUES Pay Period: 2/4/2024	101-21707-0000	916.50	
Total 101217070000:					2,078.88	
02/08/2024	160093	MN Life	Grotberg COBRA	101-21710-0000	75.75	
02/08/2024	160093	MN Life	LIFE INSURANCE MN Pay Period: 2/4/2024	101-21710-0000	1,064.25	
02/08/2024	160093	MN Life	Youngberg COBRA	101-21710-0000	16.50	
02/08/2024	160093	MN Life	LIFE INSURANCE MN Pay Period: 2/4/2024	101-21710-0000	670.55	
Total 101217100000:					1,827.05	
02/08/2024	22407	ACH Internal Revenue Service	MEDICARE Pay Period: 2/4/2024	101-21712-0000	2,965.10	M
02/08/2024	22407	ACH Internal Revenue Service	MEDICARE Pay Period: 2/4/2024	101-21712-0000	2,965.10	M
Total 101217120000:					5,930.20	
02/08/2024	22408	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 2/4/2024	101-21713-0000	1,725.00	M
02/08/2024	22408	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 2/4/2024	101-21713-0000	4,274.00	M
Total 101217130000:					5,999.00	
02/08/2024	22406	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 2/4/2024	101-21714-0000	350.00	M
02/08/2024	22406	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 2/4/2024	101-21714-0000	485.00	M
Total 101217140000:					835.00	
02/15/2024	22413	Medsurety	Flex Reimbursement	101-21716-0000	309.00	M
02/15/2024	22402	Medsurety	Flex Reimbursement	101-21716-0000	186.00	M
02/08/2024	22401	Medsurety	VEBA Contributions Pay Period: 2/4/2024	101-21716-0000	10,000.07	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
02/08/2024	22411	Medsurety	HSA Contribution Pay Period: 2/4/2024	101-21716-0000	2,252.83	M
02/08/2024	22410	Medsurety	HSA Contribution Pay Period: 2/4/2024	101-21716-0000	9,436.12	M
Total 101217160000:					22,184.02	
02/08/2024	22405	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 2/4/2024	101-21717-0000	702.81	M
Total 101217170000:					702.81	
02/08/2024	160092	Metropolitan Life Insurance Company	Imlay Adjustment	101-21719-0000	28.20	
02/08/2024	160092	Metropolitan Life Insurance Company	Ferguson Adjustment	101-21719-0000	48.40	
02/08/2024	160092	Metropolitan Life Insurance Company	Dauk Adjustment	101-21719-0000	29.46	
02/08/2024	160092	Metropolitan Life Insurance Company	Hofmeister Adjustment	101-21719-0000	56.40	
02/08/2024	160092	Metropolitan Life Insurance Company	Schult COBRA	101-21719-0000	57.66	
02/08/2024	160092	Metropolitan Life Insurance Company	Schroeder Adjustment	101-21719-0000	29.46	
02/08/2024	160092	Metropolitan Life Insurance Company	Gedicke COBRA	101-21719-0000	28.20	
02/08/2024	160092	Metropolitan Life Insurance Company	Meyer COBRA	101-21719-0000	57.66	
02/08/2024	160092	Metropolitan Life Insurance Company	Gundermann COBRA	101-21719-0000	28.20	
02/08/2024	160092	Metropolitan Life Insurance Company	Grotberg COBRA	101-21719-0000	28.20	
02/08/2024	160092	Metropolitan Life Insurance Company	Bruder COBRA	101-21719-0000	28.20	
02/08/2024	160092	Metropolitan Life Insurance Company	DENTAL EE + CHLDRN Pay Period: 2/4/2024	101-21719-0000	76.60	
02/08/2024	160092	Metropolitan Life Insurance Company	Harren Adjustment	101-21719-0000	82.30	
02/08/2024	160092	Metropolitan Life Insurance Company	DENTAL SINGLE Employee Pay Period: 2/4/2024	101-21719-0000	366.60	
02/08/2024	160092	Metropolitan Life Insurance Company	DENTAL FAMILY Employee Pay Period: 2/4/2024	101-21719-0000	884.00	
02/08/2024	160092	Metropolitan Life Insurance Company	DENTAL EE + SPOUSE Pay Period: 2/4/2024	101-21719-0000	576.60	
Total 101217190000:					2,140.14	
02/08/2024	22409	VSP	Grotberg COBRA	101-21722-0000	8.08	M
02/08/2024	22409	VSP	Spies COBRA	101-21722-0000	8.08	M
02/08/2024	22409	VSP	Imlay Adjustment	101-21722-0000	8.08	M
02/08/2024	22409	VSP	VISION FAMILY Employee Pay Period: 2/4/2024	101-21722-0000	189.09	M
02/08/2024	22409	VSP	VISION SINGLE Employee Pay Period: 2/4/2024	101-21722-0000	96.96	M
02/08/2024	22409	VSP	VISION + ONE Employee Pay Period: 2/4/2024	101-21722-0000	117.20	M
Total 101217220000:					427.49	
02/15/2024	20240108	Christiansen, Mark	Technology Reimbursement	101-41110-3200	32.63	
Total 101411103200:					32.63	
02/15/2024	20240112	Discover Waseca Tourism	Lodging Tax	101-41110-4440	1,631.48	
Total 101411104440:					1,631.48	
02/15/2024	20240137	U.S. Bank - CC	MCFOA Conference	101-41320-3300	435.00	
02/15/2024	20240137	U.S. Bank - CC	IIMC Online course	101-41320-3300	60.00	
Total 101413203300:					495.00	
02/15/2024	160187	Waseca County Pioneer	2024 Subscription-City Manager	101-41320-4330	59.00	
Total 101413204330:					59.00	
02/15/2024	20240137	U.S. Bank - CC	Department Lunch-Holiday Wellness Activity	101-41320-4930	75.89	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101413204930:					75.89
02/15/2024	20240137	U.S. Bank - CC	Annual Safety meeting snacks	101-41320-4940	93.88
02/15/2024	160182	Vault Health	Annual Fee	101-41320-4940	500.00
Total 101413204940:					593.88
02/15/2024	20240103	A. H. Hermel Company	Pop for Vending Machine	101-41320-4945	51.18
Total 101413204945:					51.18
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-41500-1340	104.51
Total 101415001340:					104.51
02/15/2024	160187	Waseca County Pioneer	2024 Budget Summary	101-41500-3400	72.00
Total 101415003400:					72.00
02/15/2024	20240113	Flaherty & Hood PA	January Legal Services	101-41600-3000	2,552.50
02/15/2024	20240113	Flaherty & Hood PA	Labor & Employment Consultation	101-41600-3000	2,162.50
02/15/2024	20240118	Kennedy & Kennedy Law Office	January Legal Services	101-41600-3000	1,476.00
Total 101416003000:					6,191.00
02/15/2024	20240122	Metro Sales Inc.	Maintenance Agreement	101-41920-3100	2,442.60
02/15/2024	20240122	Metro Sales Inc.	Maintenance Agreement	101-41920-3100	736.53
Total 101419203100:					3,179.13
02/15/2024	160173	PermitWorks LLC	Annual Software Support Plan	101-41920-4950	3,585.00
02/15/2024	20240137	U.S. Bank - CC	Tax Refund	101-41920-4950	12.36-
02/15/2024	20240137	U.S. Bank - CC	Tax Refund	101-41920-4950	1.81-
02/15/2024	20240137	U.S. Bank - CC	Monthly fee for Adobe with illistrator	101-41920-4950	297.86
Total 101419204950:					3,868.69
02/15/2024	20240116	Innovative Office Supply	Office Supplies	101-41940-2000	38.76
Total 101419402000:					38.76
02/15/2024	20240103	A. H. Hermel Company	Creamer for breakroom	101-41940-2170	33.81
02/15/2024	20240107	Central Fire Protection Inc.	Extinguisher recharge	101-41940-2170	28.45
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	101-41940-2170	.66
Total 101419402170:					62.92
02/15/2024	160148	Cintas Corp	City Hall floor mats	101-41940-3100	58.79
02/15/2024	160152	Culligan	RO Lease	101-41940-3100	31.85
02/15/2024	160172	Orkin Pest Control	City Hall Pest Control	101-41940-3100	119.99
02/15/2024	20240133	Stoltz Cleaning Services LLC	City Hall Cleaning	101-41940-3100	475.00
02/15/2024	20240133	Stoltz Cleaning Services LLC	City Hall Cleaning Services	101-41940-3100	475.00
02/15/2024	20240141	Waste Management of Southern MN	Monthly Service	101-41940-3100	257.37



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101419403100:					1,418.00
02/15/2024	22414	City of Waseca	January Utilities	101-41940-3800	1,700.69 M
Total 101419403800:					1,700.69
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-41950-1340	13.61
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-41950-1340	26.10
Total 101419501340:					39.71
02/15/2024	20240142	WSB & Associates Inc	Planning Services	101-41950-3000	648.00
Total 101419503000:					648.00
02/15/2024	22415	Verizon Wireless	Monthly Billing	101-41950-3200	20.62 M
Total 101419503200:					20.62
02/15/2024	160159	HKS Construction LLC	Wac & Sac Fee reimbursement - 3 properties	101-41950-4500	6,990.00
Total 101419504500:					6,990.00
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-42100-1340	530.46
Total 101421001340:					530.46
02/15/2024	20240116	Innovative Office Supply	Office Supplies - Police	101-42100-2000	88.74
Total 101421002000:					88.74
02/15/2024	160184	Waseca County Highway Department	Monthly billing	101-42100-2120	2,271.95
Total 101421002120:					2,271.95
02/15/2024	20240103	A. H. Hermel Company	Janitorial Supplies PSB	101-42100-2170	60.51
02/15/2024	20240137	U.S. Bank - CC	Nitrile Gloves	101-42100-2170	140.00
Total 101421002170:					200.51
02/15/2024	20240119	Luiken, Greta	Uniform Allowance	101-42100-2180	119.00
02/15/2024	20240134	Streicher's	Uniform expense - Chrz	101-42100-2180	174.99
Total 101421002180:					293.99
02/15/2024	20240137	U.S. Bank - CC	Duty gun reeplacement part	101-42100-2190	10.73
Total 101421002190:					10.73
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-42100-2220	16.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-42100-2220	16.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-42100-2220	16.25
Total 101421002220:					48.75

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
02/15/2024	160148	Cintas Corp	Mats - PD	101-42100-3100	8.99
02/15/2024	160148	Cintas Corp	Mats - PD	101-42100-3100	8.99
02/15/2024	160152	Culligan	Culligan Police	101-42100-3100	32.95
02/15/2024	20240141	Waste Management of Southern MN	Monthly Service	101-42100-3100	120.53
Total 101421003100:					171.46
02/15/2024	22415	Verizon Wireless	Monthly Billing	101-42100-3200	1,066.17 M
02/15/2024	22415	Verizon Wireless	Monthly Billing	101-42100-3200	41.24 M
Total 101421003200:					1,107.41
02/15/2024	22414	City of Waseca	January Utilities	101-42100-3800	663.37 M
Total 101421003800:					663.37
02/15/2024	160145	Ancom Communications Inc	POLICE 2024 Maintenance Contract ANCOM	101-42100-4330	4,770.81
02/15/2024	160171	Northland Business Systems Inc.	Maintenance Agreement - PD cameras for interview roo	101-42100-4330	2,238.10
02/15/2024	160181	Thomson Reuters - West	CLEAR - WPD	101-42100-4330	309.56
02/15/2024	160187	Waseca County Pioneer	2024 Subscription-Police	101-42100-4330	59.00
02/15/2024	20240140	Waseca Rotary Club	Rotary Dues	101-42100-4330	115.00
Total 101421004330:					7,492.47
02/15/2024	160170	Nightforce	Scope	101-42100-4370	2,295.00
02/15/2024	160170	Nightforce	Mount	101-42100-4370	260.00
02/15/2024	160170	Nightforce	Shipping	101-42100-4370	22.50
02/15/2024	20240137	U.S. Bank - CC	Lunch while at SWAT training	101-42100-4370	12.52
02/15/2024	20240137	U.S. Bank - CC	Yearly Subscription	101-42100-4370	119.88
Total 101421004370:					2,709.90
02/15/2024	160183	Waseca Community Education	Community ED event	101-42100-4640	15.00
Total 101421004640:					15.00
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-42200-1340	36.37
Total 101422001340:					36.37
02/15/2024	20240116	Innovative Office Supply	Toner-Fire	101-42200-2000	267.77
Total 101422002000:					267.77
02/15/2024	160184	Waseca County Highway Department	Monthly billing	101-42200-2120	385.88
Total 101422002120:					385.88
02/15/2024	20240107	Central Fire Protection Inc.	Fire extinguishers	101-42200-2160	393.10
Total 101422002160:					393.10
02/15/2024	20240104	Amazon	Red Tarps	101-42200-2170	90.36
02/15/2024	160174	RadioShack	Cable	101-42200-2170	12.99
02/15/2024	20240137	U.S. Bank - CC	Equipment Labels	101-42200-2170	105.98
02/15/2024	20240137	U.S. Bank - CC	Patch Decals	101-42200-2170	299.99

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
02/15/2024	20240137	U.S. Bank - CC	Bunn Coffee Pot	101-42200-2170	119.98
02/15/2024	20240137	U.S. Bank - CC	Cleaning supplies	101-42200-2170	108.10
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	101-42200-2170	16.49
Total 101422002170:					753.89
02/15/2024	20240125	Municipal Emergency Services Inc.	uniforms	101-42200-2180	3,575.38
Total 101422002180:					3,575.38
02/15/2024	20240104	Amazon	Gas Monitor Sensors	101-42200-2210	603.52
02/15/2024	20240126	Napa Auto Parts	Parts	101-42200-2210	4.80
Total 101422002210:					608.32
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-42200-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-42200-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-42200-2220	21.25
Total 101422002220:					63.75
02/15/2024	20240137	U.S. Bank - CC	Batteries, scene lights and flashlights	101-42200-2410	579.44
Total 101422002410:					579.44
02/15/2024	160145	Ancom Communications Inc	2024 Maintenance Contract ANCOM	101-42200-3100	5,304.93
02/15/2024	160148	Cintas Corp	Mats - FD	101-42200-3100	8.98
02/15/2024	160148	Cintas Corp	Mats - FD	101-42200-3100	8.98
02/15/2024	20240141	Waste Management of Southern MN	Monthly Service	101-42200-3100	120.53
Total 101422003100:					5,443.42
02/15/2024	22415	Verizon Wireless	Monthly Billing	101-42200-3200	46.24 M
Total 101422003200:					46.24
02/15/2024	160147	Centerpoint Energy	Monthly Service	101-42200-3800	223.96
02/15/2024	22414	City of Waseca	January Utilities	101-42200-3800	663.37 M
02/15/2024	22414	City of Waseca	January Utilities	101-42200-3800	46.90 M
Total 101422003800:					934.23
02/15/2024	160163	Kirvida Fire Inc.	Repair	101-42200-4000	499.10
Total 101422004000:					499.10
02/15/2024	160169	MN State Fire Chiefs Association	Membership renewals	101-42200-4330	400.00
Total 101422004330:					400.00
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-42400-1340	24.05
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-42400-1340	6.81
Total 101424001340:					30.86
02/15/2024	20240116	Innovative Office Supply	Toner-Building Inspector	101-42400-2000	163.74

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101424002000:					163.74
02/15/2024	20240109	City Building Inspection Services LLC	Building Inspections	101-42400-3000	9,650.26
02/15/2024	20240109	City Building Inspection Services LLC	Building Inspections	101-42400-3000	4,386.94
Total 101424003000:					14,037.20
02/15/2024	20240137	U.S. Bank - CC	Storage Unit Rental-501 3rd St NE	101-42400-3100	125.00
Total 101424003100:					125.00
02/15/2024	22415	Verizon Wireless	Monthly Billing	101-42400-3200	41.24 M
Total 101424003200:					41.24
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43000-1340	7.02
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43000-1340	103.84
Total 101430001340:					110.86
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43000-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43000-2220	21.25
Total 101430002220:					42.50
02/15/2024	22415	Verizon Wireless	Monthly Billing	101-43000-3200	41.24 M
Total 101430003200:					41.24
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43100-1340	75.38
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43100-1340	3.31
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43100-1340	4.04
Total 101431001340:					82.73
02/15/2024	20240110	Condon Farm Service	Fuel Treatment	101-43100-2120	45.80
02/15/2024	160184	Waseca County Highway Department	Monthly billing	101-43100-2120	3,412.07
02/15/2024	160184	Waseca County Highway Department	Monthly billing	101-43100-2120	190.10
Total 101431002120:					3,647.97
02/15/2024	160146	CCP Industries Inc.	hand towels & T.P.	101-43100-2170	202.91
02/15/2024	20240110	Condon Farm Service	propane	101-43100-2170	15.36
02/15/2024	160157	Environmental Products & Access LLC	Fittings	101-43100-2170	192.14
02/15/2024	20240126	Napa Auto Parts	Parts	101-43100-2170	1.59
02/15/2024	20240137	U.S. Bank - CC	PVC Fittings	101-43100-2170	132.69
02/15/2024	20240137	U.S. Bank - CC	Cleaning supplies	101-43100-2170	94.52
02/15/2024	20240137	U.S. Bank - CC	Breakroom supplies	101-43100-2170	9.84
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	101-43100-2170	55.15
Total 101431002170:					704.20
02/15/2024	160149	Cintas Corporation	Uniform Service	101-43100-2180	94.70
02/15/2024	160149	Cintas Corporation	Uniform Service	101-43100-2180	94.70
02/15/2024	20240137	U.S. Bank - CC	Jackets	101-43100-2180	592.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101431002180:					781.40
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-43100-2220	21.25
Total 101431002220:					467.50
02/15/2024	20240107	Central Fire Protection Inc.	Fire Extinguisher	101-43100-2240	28.45
Total 101431002240:					28.45
02/15/2024	20240104	Amazon	worklight batteries	101-43100-2400	58.79
02/15/2024	20240126	Napa Auto Parts	Parts	101-43100-2400	103.48
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	101-43100-2400	11.96
Total 101431002400:					174.23
02/15/2024	20240141	Waste Management of Southern MN	Monthly Service	101-43100-3100	450.28
02/15/2024	20240143	Ziegler Inc	PW Generator service contract	101-43100-3100	1,622.92
Total 101431003100:					2,073.20
02/15/2024	20240137	U.S. Bank - CC	MN Commericla Vehicle Certification-Rossow	101-43100-3300	245.00
Total 101431003300:					245.00
02/15/2024	160147	Centerpoint Energy	Monthly Service	101-43100-3800	223.95
02/15/2024	22414	City of Waseca	January Utilities	101-43100-3800	46.89 M
02/15/2024	22414	City of Waseca	January Utilities	101-43100-3800	992.04 M
Total 101431003800:					1,262.88
02/15/2024	20240131	Smiths Mill Implement Inc.	pole saw repair	101-43100-4000	136.12

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101431004000:					136.12
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43125-1340	22.45
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43125-1340	3.31
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43125-1340	1.20
Total 101431251340:					26.96
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	101-43125-2240	6.99
Total 101431252240:					6.99
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43170-1340	4.81
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43170-1340	.26
Total 101431701340:					5.07
02/15/2024	22414	City of Waseca	January Utilities	101-43170-3800	192.05 M
Total 101431703800:					192.05
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43220-1340	8.02
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-43220-1340	.43
Total 101432201340:					8.45
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-45130-1340	13.04
Total 101451301340:					13.04
02/15/2024	20240126	Napa Auto Parts	Parts	101-45130-2170	15.12
Total 101451302170:					15.12
02/15/2024	160180	The Lifeguard Store Inc	Lifejackets	101-45130-2190	120.00
Total 101451302190:					120.00
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-45130-2210	21.25
Total 101451302210:					21.25
02/15/2024	22414	City of Waseca	January Utilities	101-45130-3800	535.62 M
Total 101451303800:					535.62
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	101-45200-1340	38.82
Total 101452001340:					38.82
02/15/2024	20240137	U.S. Bank - CC	Office Heater	101-45200-2000	67.00
Total 101452002000:					67.00
02/15/2024	20240127	Pantheon Computer Systems Inc.	Access Point-Parks	101-45200-2050	169.99

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101452002050:					169.99
02/15/2024	160184	Waseca County Highway Department	Monthly billing	101-45200-2120	482.89
Total 101452002120:					482.89
02/15/2024	20240137	U.S. Bank - CC	Jackets	101-45200-2190	240.00
02/15/2024	20240137	U.S. Bank - CC	Jackets	101-45200-2190	289.00
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	101-45200-2190	236.98
Total 101452002190:					765.98
02/15/2024	20240124	MTI Distributing Inc.	Ventrac Broom Brush Idler	101-45200-2210	84.32
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	101-45200-2210	11.98
Total 101452002210:					96.30
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-45200-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-45200-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-45200-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-45200-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-45200-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-45200-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-45200-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	101-45200-2220	21.25
Total 101452002220:					170.00
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	101-45200-2230	72.54
Total 101452002230:					72.54
02/15/2024	160182	Vault Health	DOT Drug Screen	101-45200-3100	61.16
02/15/2024	160185	Waseca County Landfill	Landfill Fees - Brush	101-45200-3100	270.00
02/15/2024	160185	Waseca County Landfill	Landfill Fees - Brush	101-45200-3100	120.00
02/15/2024	160185	Waseca County Landfill	Landfill Fees - Brush	101-45200-3100	12.00
02/15/2024	20240141	Waste Management of Southern MN	Monthly Service	101-45200-3100	36.50
Total 101452003100:					499.66
02/15/2024	20240111	Conway, Cole	CDL Learner's permit reimbursement	101-45200-3300	31.75
Total 101452003300:					31.75
02/15/2024	22414	City of Waseca	January Utilities	101-45200-3800	394.48 M
02/15/2024	22414	City of Waseca	January Utilities	101-45200-3800	57.48 M
Total 101452003800:					451.96
02/15/2024	160151	Crescent Landscape Supply Inc	Playground wood chips - NE Park	101-45200-4000	2,580.00
Total 101452004000:					2,580.00
02/15/2024	20240129	Rent 'N' Save Portable Services	January Parks - Portable Toilets	101-45200-4100	187.50

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101452004100:					187.50
02/15/2024	160172	Orkin Pest Control	Library-Pest control	101-45500-3100	103.99
02/15/2024	20240133	Stoltz Cleaning Services LLC	Library Cleaning	101-45500-3100	250.00
02/15/2024	20240133	Stoltz Cleaning Services LLC	Library Cleaning Services	101-45500-3100	250.00
Total 101455003100:					603.99
02/15/2024	22414	City of Waseca	January Utilities	101-45500-3800	732.49 M
02/15/2024	20240141	Waste Management of Southern MN	Library service	101-45500-3800	326.40
Total 101455003800:					1,058.89
Total General Fund:					216,804.10
<b>Airport</b>					
02/15/2024	22414	City of Waseca	January Utilities	230-49810-3800	88.07 M
Total 230498103800:					88.07
02/15/2024	20240107	Central Fire Protection Inc.	Fire extinguisher maintenance	230-49810-4000	63.45
Total 230498104000:					63.45
02/15/2024	20240136	Toltz King Duvall Anderson & Assoc Inc.	4-Unit Hangar Construction Engineering	230-49810-5300	2,433.06
Total 230498105300:					2,433.06
Total Airport:					2,584.58
<b>Historical Preservation</b>					
02/15/2024	160187	Waseca County Pioneer	Heritage Preservation Vacancy	255-46500-3400	20.00
Total 255465003400:					20.00
02/15/2024	20240104	Amazon	camera equipment	255-46500-5400	595.28
Total 255465005400:					595.28
Total Historical Preservation:					615.28
<b>Economic Development-General f</b>					
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	261-46700-1340	11.59
Total 261467001340:					11.59
02/15/2024	22415	Verizon Wireless	Monthly Billing	261-46700-3200	20.62 M
Total 261467003200:					20.62
02/15/2024	20240137	U.S. Bank - CC	Parking for trip to Milwaukee	261-46700-3300	46.78
02/15/2024	20240137	U.S. Bank - CC	Flight to site selectors forum Kentucky	261-46700-3300	586.20
02/15/2024	20240137	U.S. Bank - CC	Taxi Ride from Airport to Hotel	261-46700-3300	40.00
02/15/2024	20240137	U.S. Bank - CC	Dinner after the RMI Boot Camp Session	261-46700-3300	11.49
02/15/2024	20240137	U.S. Bank - CC	Lunch before the RMI boot camp session	261-46700-3300	11.93



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
02/15/2024	20240137	U.S. Bank - CC	Uber to Airport	261-46700-3300	5.25
02/15/2024	20240137	U.S. Bank - CC	Uber to Airport	261-46700-3300	35.00
02/15/2024	20240137	U.S. Bank - CC	Hotel for RMI Bootcamp	261-46700-3300	247.59
Total 261467003300:					984.24
02/15/2024	160187	Waseca County Pioneer	Planning commission and EDA Vacancy	261-46700-3500	40.00
Total 261467003500:					40.00
02/15/2024	160156	DownHome Solutions LLC	New Loan Software-EDA	261-46700-4330	36.00
02/15/2024	160156	DownHome Solutions LLC	Loan Software-EDA	261-46700-4330	2,484.00
Total 261467004330:					2,520.00
Total Economic Development-General f:					3,576.45
<b>RBEG Revolving Loan - EDA</b>					
02/15/2024	22416	Harty Manufacturing	RBEG Loan distribution	263-11589-0000	35,000.00 M
Total 263115890000:					35,000.00
02/15/2024	22416	Harty Manufacturing	RBEG Loan distribution fees	263-36250-0000	450.00- M
Total 263362500000:					450.00-
Total RBEG Revolving Loan - EDA:					34,550.00
<b>PEG Channel</b>					
02/15/2024	20240137	U.S. Bank - CC	VOD Services Renewal	290-41920-4330	2,388.00
Total 290419204330:					2,388.00
Total PEG Channel:					2,388.00
<b>Capital Improvement</b>					
02/15/2024	160187	Waseca County Pioneer	8th Ave Notices	430-43010-5560	36.00
02/15/2024	160187	Waseca County Pioneer	11th Ave NW Notices	430-43010-5560	36.00
02/15/2024	160187	Waseca County Pioneer	Hearing on 8thave NE-3rd St NE-Clear Lake Drive	430-43010-5560	36.00
Total 430430105560:					108.00
Total Capital Improvement:					108.00
<b>Water</b>					
02/15/2024	20240137	U.S. Bank - CC	Refund of testing charges	601-37170-0000	1.00-
02/15/2024	20240137	U.S. Bank - CC	Refund of testing charges	601-37170-0000	5.00-
02/15/2024	20240137	U.S. Bank - CC	Refund of testing charges	601-37170-0000	5.00-
Total 601371700000:					11.00-
02/15/2024	160158	Hawkins Inc	Chemical fittings for wells	601-49401-2210	112.16
Total 601494012210:					112.16
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	601-49401-2230	50.97

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601494012230:					50.97
02/15/2024	20240143	Ziegler Inc	Water generator service contract	601-49401-3100	4,045.42
Total 601494013100:					4,045.42
02/15/2024	22414	City of Waseca	January Utilities	601-49401-3800	10,141.21 M
02/15/2024	160189	Xcel Energy	January Service	601-49401-3800	55.23
Total 601494013800:					10,196.44
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	601-49401-4000	215.44
Total 601494014000:					215.44
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	601-49430-1340	1.60
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	601-49430-1340	.09
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	601-49430-1340	14.69
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	601-49430-1340	21.62
Total 601494301340:					38.00
02/15/2024	160184	Waseca County Highway Department	Monthly billing	601-49430-2120	265.10
Total 601494302120:					265.10
02/15/2024	20240137	U.S. Bank - CC	Postage for Quarterly sample	601-49430-2170	5.50
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	601-49430-2170	15.96
Total 601494302170:					21.46
02/15/2024	20240121	Metering & Technology Solutions Inc	M25 meter repair parts	601-49430-2215	49.29
Total 601494302215:					49.29
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	601-49430-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration renewal	601-49430-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	601-49430-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	601-49430-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	601-49430-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	601-49430-2220	21.25
Total 601494302220:					127.50
02/15/2024	20240114	Gopher State One-Call Inc	Location calls - January	601-49430-3100	20.27
02/15/2024	20240138	Utility Consultants Inc	Coliform Testing	601-49430-3100	214.20
Total 601494303100:					234.47
02/15/2024	22415	Verizon Wireless	Monthly Billing	601-49430-3200	40.01 M
Total 601494303200:					40.01
02/15/2024	20240137	U.S. Bank - CC	Annual Conference registration	601-49430-3300	340.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601494303300:					340.00
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	601-49585-1340	16.12
Total 601495851340:					16.12
02/15/2024	20240122	Metro Sales Inc.	Maintenance Agreement	601-49585-3000	271.40
02/15/2024	20240122	Metro Sales Inc.	Maintenance Agreement	601-49585-3000	49.10
Total 601495853000:					320.50
02/15/2024	20240120	MAS Communications Inc.	Answering service - February	601-49585-3200	101.28
Total 601495853200:					101.28
02/15/2024	160150	City of Waseca	Summit AR	601-49585-4320	1.80
02/15/2024	160178	Summit Account Resolution	Collection Fees	601-49585-4320	12.22
Total 601495854320:					14.02
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	601-49586-1340	3.63
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	601-49586-1340	14.58
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	601-49586-1340	7.02
Total 601495861340:					25.23
02/15/2024	20240132	Stantec Consulting Services Inc	Rate Study	601-49586-3000	7,239.50
Total 601495863000:					7,239.50
02/15/2024	22412	MN Public Facilities Authority	2019 PFA DW Interest	601-49980-6100	8,155.00 M
Total 601499806100:					8,155.00
Total Water:					31,596.91
<b>Sanitary Sewer</b>					
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	602-49470-1340	28.87
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	602-49470-1340	3.31
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	602-49470-1340	1.55
Total 602494701340:					33.73
02/15/2024	20240114	Gopher State One-Call Inc	Location calls - January	602-49470-3100	20.26
02/15/2024	20240143	Ziegler Inc	LS generator service contract	602-49470-3100	2,992.50
02/15/2024	20240143	Ziegler Inc	LS generator service contract	602-49470-3100	6,365.00
Total 602494703100:					9,377.76
02/15/2024	22415	Verizon Wireless	Monthly Billing	602-49470-3200	40.01 M
02/15/2024	22415	Verizon Wireless	Monthly Billing	602-49470-3200	120.03 M
02/15/2024	22415	Verizon Wireless	Monthly Billing	602-49470-3200	80.02 M
Total 602494703200:					240.06

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
02/15/2024	22414	City of Waseca	January Utilities	602-49470-3800	1,172.48 M
Total 602494703800:					1,172.48
02/15/2024	160176	Sigma Controls Inc	new transducer	602-49470-4000	1,544.07
Total 602494704000:					1,544.07
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	602-49480-1340	3.21
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	602-49480-1340	.17
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	602-49480-1340	71.70
Total 602494801340:					75.08
02/15/2024	20240126	Napa Auto Parts	Parts	602-49480-2170	76.82
02/15/2024	20240137	U.S. Bank - CC	Lab Supplies	602-49480-2170	121.83
02/15/2024	20240137	U.S. Bank - CC	Softner Salt	602-49480-2170	17.12
02/15/2024	20240137	U.S. Bank - CC	Lab Supplies	602-49480-2170	52.48
Total 602494802170:					268.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	602-49480-2220	19.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	602-49480-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	602-49480-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	602-49480-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	602-49480-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	602-49480-2220	19.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	602-49480-2220	19.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	602-49480-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	602-49480-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	602-49480-2220	21.25
Total 602494802220:					206.50
02/15/2024	20240126	Napa Auto Parts	Parts	602-49480-2240	44.99
Total 602494802240:					44.99
02/15/2024	160148	Cintas Corp	Floor Mats	602-49480-3100	9.60
02/15/2024	160148	Cintas Corp	Floor Mats	602-49480-3100	9.60
02/15/2024	20240138	Utility Consultants Inc	Lab Testing	602-49480-3100	2,687.69
02/15/2024	20240141	Waste Management of Southern MN	wntp garbage	602-49480-3100	455.23
Total 602494803100:					3,162.12
02/15/2024	22415	Verizon Wireless	Monthly Billing	602-49480-3200	41.24 M
Total 602494803200:					41.24
02/15/2024	20240130	Schmidt, Jason	Mileage reimbursement	602-49480-3300	89.11
02/15/2024	20240137	U.S. Bank - CC	Booking fee for room for conference	602-49480-3300	15.99
02/15/2024	20240137	U.S. Bank - CC	Room for conference	602-49480-3300	244.28
02/15/2024	20240137	U.S. Bank - CC	Certificate Renewal	602-49480-3300	325.00
02/15/2024	20240137	U.S. Bank - CC	Renewal Fee	602-49480-3300	6.99

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494803300:					681.37
02/15/2024	22414	City of Waseca	January Utilities	602-49480-3800	489.55 M
Total 602494803800:					489.55
02/15/2024	160187	Waseca County Pioneer	2024 Subscription-WWTP	602-49480-4330	59.00
Total 602494804330:					59.00
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	602-49585-1340	16.12
Total 602495851340:					16.12
02/15/2024	20240122	Metro Sales Inc.	Maintenance Agreement	602-49585-3000	271.40
02/15/2024	20240122	Metro Sales Inc.	Maintenance Agreement	602-49585-3000	49.10
Total 602495853000:					320.50
02/15/2024	20240120	MAS Communications Inc.	Answering service - February	602-49585-3200	101.28
Total 602495853200:					101.28
02/15/2024	160150	City of Waseca	Summit AR	602-49585-4320	3.45
02/15/2024	160178	Summit Account Resolution	Collection Fees	602-49585-4320	23.42
Total 602495854320:					26.87
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	602-49586-1340	3.63
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	602-49586-1340	14.58
Total 602495861340:					18.21
02/15/2024	20240132	Stantec Consulting Services Inc	Rate Study	602-49586-3000	7,239.50
Total 602495863000:					7,239.50
02/15/2024	20240132	Stantec Consulting Services Inc	Hospital Sewershed Analysis	602-49593-5300	5,764.00
Total 602495935300:					5,764.00
02/15/2024	22412	MN Public Facilities Authority	2019 PFA CW Interest	602-49980-6100	12,035.00 M
02/15/2024	22412	MN Public Facilities Authority	2009 PFA CW Interest	602-49980-6100	43,542.53 M
Total 602499806100:					55,577.53
Total Sanitary Sewer:					86,460.21
<b>Electric Utility</b>					
02/15/2024	160177	SMPMPA	SMPMPA Power	604-49550-3810	436,418.95
Total 604495503810:					436,418.95
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	604-49570-1340	3.07

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495701340:					3.07
02/15/2024	160145	Ancom Communications Inc	annual siren maintenance	604-49570-3100	4,035.60
Total 604495703100:					4,035.60
02/15/2024	22414	City of Waseca	January Utilities	604-49570-3800	83.84 M
Total 604495703800:					83.84
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	604-49571-1340	72.69
Total 604495711340:					72.69
02/15/2024	20240137	U.S. Bank - CC	Fuel for # 30-County down	604-49571-2120	74.60
02/15/2024	160184	Waseca County Highway Department	Monthly billing	604-49571-2120	442.76
Total 604495712120:					517.36
02/15/2024	20240107	Central Fire Protection Inc.	Extinguisher recharge	604-49571-2170	56.00
02/15/2024	20240117	JT Services of MN	Pipe puller	604-49571-2170	997.79
02/15/2024	20240126	Napa Auto Parts	Parts	604-49571-2170	103.20
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	604-49571-2170	90.90
Total 604495712170:					1,247.89
02/15/2024	20240104	Amazon	ear plugs	604-49571-2190	141.42
Total 604495712190:					141.42
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	604-49571-2220	21.25
Total 604495712220:					382.50
02/15/2024	20240114	Gopher State One-Call Inc	Location calls - January	604-49571-3100	20.27
02/15/2024	20240133	Stoltz Cleaning Services LLC	Electric room cleaning	604-49571-3100	20.00
02/15/2024	20240133	Stoltz Cleaning Services LLC	Electric room cleaning	604-49571-3100	20.00
02/15/2024	20240135	Test-Right LLC	Safety Testing	604-49571-3100	1,756.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
02/15/2024	20240143	Ziegler Inc	City Hall generator service contract	604-49571-3100	5,073.00
Total 604495713100:					6,889.27
02/15/2024	22415	Verizon Wireless	Monthly Billing	604-49571-3200	120.03 M
Total 604495713200:					120.03
02/15/2024	20240123	MN Municipal Utilities Association	Apprentice Training Program	604-49571-4940	702.00
Total 604495714940:					702.00
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	604-49572-1340	7.17
Total 604495721340:					7.17
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	604-49573-1340	13.31
Total 604495731340:					13.31
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	604-49574-1340	4.10
Total 604495741340:					4.10
02/15/2024	22414	City of Waseca	January Utilities	604-49574-3800	324.08 M
Total 604495743800:					324.08
02/15/2024	22414	City of Waseca	January Utilities	604-49575-3800	660.26 M
Total 604495753800:					660.26
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	604-49584-1340	2.05
Total 604495841340:					2.05
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	604-49585-1340	29.03
Total 604495851340:					29.03
02/15/2024	20240122	Metro Sales Inc.	Maintenance Agreement	604-49585-3000	271.40
02/15/2024	20240122	Metro Sales Inc.	Maintenance Agreement	604-49585-3000	49.10
Total 604495853000:					320.50
02/15/2024	20240120	MAS Communications Inc.	Answering service - February	604-49585-3200	101.28
Total 604495853200:					101.28
02/15/2024	160150	City of Waseca	Summit AR	604-49585-4320	9.75
02/15/2024	160178	Summit Account Resolution	Collection Fees	604-49585-4320	66.19
Total 604495854320:					75.94
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	604-49586-1340	3.93
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	604-49586-1340	15.02

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495861340:					18.95
02/15/2024	160154	Dave Berg Consulting LLC	Rate Study	604-49586-3000	5,061.30
02/15/2024	160154	Dave Berg Consulting LLC	Rate Study	604-49586-3000	7,200.00
02/15/2024	160167	McGrann Shea Carnival Straughn & Lam	Attorney -Service Territory	604-49586-3000	481.25
Total 604495863000:					12,742.55
02/15/2024	160187	Waseca County Pioneer	2024 Subscription-Utility	604-49586-4330	59.00
Total 604495864330:					59.00
02/15/2024	20240104	Amazon	conversion supplies	604-49593-5300	120.00
02/15/2024	20240106	Border States Electric Supply	conversion supplies	604-49593-5300	28,484.06
02/15/2024	20240106	Border States Electric Supply	conversion supplies	604-49593-5300	186.25
02/15/2024	20240117	JT Services of MN	conversion supplies	604-49593-5300	2,284.45
02/15/2024	20240117	JT Services of MN	pipe couplings	604-49593-5300	105.00
02/15/2024	20240117	JT Services of MN	LED Streetlight photoeyes	604-49593-5300	1,321.56
02/15/2024	20240117	JT Services of MN	LED Streetlight photoeyes	604-49593-5300	713.60
02/15/2024	20240117	JT Services of MN	pipe	604-49593-5300	9,522.56
02/15/2024	160179	Sunbelt Solomon Corporation	Electric Conversion	604-49593-5300	34,140.00
02/15/2024	160179	Sunbelt Solomon Corporation	single phase transformers	604-49593-5300	62,590.00
02/15/2024	20240137	U.S. Bank - CC	State Inspections	604-49593-5300	756.00
Total 604495935300:					140,223.48
02/15/2024	20240106	Border States Electric Supply	load control supplies	604-49593-5400	185.99
02/15/2024	20240106	Border States Electric Supply	LCR supplies	604-49593-5400	248.15
Total 604495935400:					434.14
Total Electric Utility:					605,630.46
<b>Storm Water Utility</b>					
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	651-43140-1340	3.02
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	651-43140-1340	16.04
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	651-43140-1340	.86
Total 651431401340:					19.92
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	651-43140-2220	21.25
Total 651431402220:					21.25
02/15/2024	22414	City of Waseca	January Utilities	651-43140-3800	372.19 M
Total 651431403800:					372.19
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	651-49585-1340	3.22
Total 651495851340:					3.22
02/15/2024	160153	D & M Construction LLC	City Marsh ditch cleaning	651-49593-5300	17,150.00



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 651495935300:					17,150.00
Total Storm Water Utility:					17,566.58
<b>Central Garage Services</b>					
02/08/2024	160091	Madison National Life Insurance Co Inc	February 2024 LTD	701-43180-1340	56.19
Total 701431801340:					56.19
02/15/2024	20240137	U.S. Bank - CC	Battery Backup	701-43180-2000	55.00
Total 701431802000:					55.00
02/15/2024	20240126	Napa Auto Parts	Parts	701-43180-2170	103.20
Total 701431802170:					103.20
02/15/2024	160155	Deml Ford Lincoln Mercury Inc	Brake and rotor #2158	701-43180-2210	88.00
02/15/2024	160160	Interstate Battery Systems	Batteries	701-43180-2210	142.95
02/15/2024	160162	John Deere Financial	Fuel Filters	701-43180-2210	275.49
02/15/2024	160165	MacQueen Equipment Inc.	sweeper wheel hubs	701-43180-2210	443.39
02/15/2024	160168	Mills Automotive Group	#57 front springs	701-43180-2210	305.68
02/15/2024	160168	Mills Automotive Group	Mudflaps #57	701-43180-2210	26.95
02/15/2024	20240126	Napa Auto Parts	Parts	701-43180-2210	1,142.04
02/15/2024	20240126	Napa Auto Parts	Parts	701-43180-2210	122.57
02/15/2024	20240128	Pomp's Tire Service Inc	Squad tires	701-43180-2210	1,068.88
02/15/2024	20240131	Smiths Mill Implement Inc.	Fuel Filters	701-43180-2210	44.56
02/15/2024	20240131	Smiths Mill Implement Inc.	Filters	701-43180-2210	873.40
02/15/2024	20240137	U.S. Bank - CC	Hose for #19 hose reel	701-43180-2210	229.24
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	701-43180-2210	49.98
02/15/2024	160188	Wausau Equipment Company	HOUSING POSITION SENSOR	701-43180-2210	175.63
Total 701431802210:					4,988.76
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	701-43180-2220	21.25
02/15/2024	160186	Waseca County License Bureau	Registration Renewal	701-43180-2220	21.25
Total 701431802220:					42.50
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	701-43180-2240	43.95
Total 701431802240:					43.95
02/15/2024	20240104	Amazon	worklight batteries	701-43180-2400	58.79
02/15/2024	20240126	Napa Auto Parts	Parts	701-43180-2400	124.41
02/15/2024	20240139	Waseca Hardware LLC	Parts & Supplies	701-43180-2400	34.99
Total 701431802400:					218.19
02/15/2024	20240115	Huber Supply Co Inc	tank lease & 1 rental renewal	701-43180-3100	142.05
02/15/2024	20240137	U.S. Bank - CC	Monthly Diagnostic Tool Fee	701-43180-3100	161.66
Total 701431803100:					303.71
02/15/2024	160161	Janesville Tire Service	Rear tires for sweeper	701-43180-4000	486.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
02/15/2024	160175	Rihm Kenworth	troubleshoot tranny noise	701-43180-4000	658.94
Total 701431804000:					1,144.94
Total Central Garage Services:					6,956.44
<b>Worker's Compensation Insuranc</b>					
02/15/2024	160164	League of MN Cities Insurance Trust	1st Qtr Work Comp	703-49956-1510	84,380.00
02/15/2024	160166	Mayo Clinic	Work Comp Claim	703-49956-1510	1,461.30
Total 703499561510:					85,841.30
Total Worker's Compensation Insuranc:					85,841.30
<b>Equipment Replacement Fund</b>					
02/15/2024	20240105	Axon Enterprises Inc	FLEET - in car camera system	705-49920-5400	15,274.20
Total 705499205400:					15,274.20
Total Equipment Replacement Fund:					15,274.20
Grand Totals:					1,109,952.51

Report Criteria:

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

<b>Title:</b>	Resolution 24-13 Formally Accepting Donations to the City of Waseca in Calendar Year 2023		
<b>Meeting Date:</b>	February 20, 2024	<b>Agenda Item Number:</b>	<b>6C</b>
<b>Action:</b>	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE	<b>Supporting Documents:</b>	<ul style="list-style-type: none"> <li>Resolution 24-13</li> </ul>
<b>Originating Department:</b>	Finance	<b>Presented By:</b>	Consent Agenda
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	Motion to approve resolution 24-13 formally accepting donations to the city of Waseca in calendar year 2023.		

**BACKGROUND:** The Council is requested to recognize and formally accept donations received in 2023. The donations received are for specific purposes as designated by those who donate. The city has a process in place that ensures these donations are used for their intended purposes. In 2023, the City Received the following donations:

Received From	Amount	Donation Purpose
American Legion	\$1104.48	Dog Park Amenities
David Dunn	\$30.00	In memory of Loy Spies
Deml Ford	\$1,000.00	Police Reserves
Waseca Area Foundation	\$5000.00	Historical Preservation
Kwik Trip	\$1,000.00	Fire Department Equipment
Winegar	\$300.00	Fire Department Equipment
Minnwest Bank	\$1,000.00	Police Shop With A Hero
Kelms BBQ LLC	\$100.00	Police Department
Pat Purcell	\$50.00	Donation to Police
All American Gyros	\$200.00	Police Department
Furry Friends	\$9,775.26	Donation for Dog Park Amenities
Local Businesses/Waseca Residence	\$900.00	Police Shop With A Hero
American Legion	\$500.00	Fire Department Equipment
Mr. & Mrs. Lowell Nelson	\$2,298.56	Police Department
Marty Johnson	\$67.00	Police Department
Waseca Area Foundation	\$1000.00	Water Park-Special Events
Waseca Area Foundation	\$2000.00	Water Park-Picnic Tables
Waseca Area Foundation	\$2351.00	Downtown Flower Baskets
Compeer Financial	\$4000.00	Fire Department Equipment
Anonymous	\$500.00	Fire Department Equipment

**BUDGET IMPACT:** These donations will assist the city in providing the services as indicated above. Many of the items listed may not have been available for the City without these donations.

**ALTERNATIVES CONSIDERED:** None

**RECOMMENDATION:** Staff is recommending Council approve resolution 24-13 formally accepting donations to the City of Waseca in Calendar Year 2023.

**RESOLUTION NO. 24-13**

**A RESOLUTION FORMALLY ACCEPTING DONATIONS  
TO THE CITY OF WASECA IN CALENDAR YEAR 2023**

**WHEREAS**, the City of Waseca appreciates receiving donations as an alternate form of revenue; and

**WHEREAS**, this additional revenue allows designated departments to access these donations; and

**NOW, THEREFORE, BE IT RESOLVED** that the recitals set forth above are incorporated herein;

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Mayor and Council of the City of Waseca accept the following donations to the City of Waseca in 2023:

<b>Received From</b>	<b>Amount</b>	<b>Donation Purpose</b>
American Legion	\$1104.48	Dog Park Amenities
David Dunn	\$30.00	In memory of Loy Spies
Deml Ford	\$1,000.00	Police Reserves
Waseca Area Foundation	\$5000.00	Historical Preservation
Kwik Trip	\$1,000.00	Fire Department Equipment
Winegar	\$300.00	Fire Department Equipment
Minnwest Bank	\$1,000.00	Police Shop With A Hero
Kelms BBQ LLC	\$100.00	Police Department
Pat Purcell	\$50.00	Donation to Police
All American Gyros	\$200.00	Police Department
Furry Friends	\$9,775.26	Donation for Dog Park Amenities
Local Businesses/Waseca Residence	\$900.00	Police Shop With A Hero
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Mr. & Mrs. Lowell Nelson	\$2,298.56	Police Department
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Waseca Area Foundation	\$1000.00	Water Park-Special Events
Waseca Area Foundation	\$2000.00	Water Park-Picnic Tables
Waseca Area Foundation	\$2351.00	Downtown Flower Baskets
Compeer Financial	\$4000.00	Fire Department Equipment
Anonymous	\$500.00	Fire Department Equipment

Adopted by the City Council this 20th day of February 2024.

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RANDY L. ZIMMERMAN  
MAYOR

ATTEST:

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JULIA HALL  
CITY CLERK

<b>Title:</b>	2024 LICENSE APPLICATION-MK STORES LLC, DBA SNAK ATAK #41		
<b>Meeting Date:</b>	February 20, 2024	<b>Agenda Item Number:</b>	<b>6D</b>
<b>Action:</b>	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	<b>Supporting Documents:</b>	<ul style="list-style-type: none"> <li>• Tobacco License Application</li> <li>• 2024 Tobacco License</li> </ul>
<b>Originating Department:</b>	Administration	<b>Presented By:</b>	Consent Agenda
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> Motion to approve MK Stores, LLC's license to replace Casey's General Store #1777 as presented. Staff has received Cert. of Liability Insurance and payments.		

**BACKGROUND:** The 2024 Tobacco License application for MK Stores, LLC is attached. They are doing business as Snak Atak #41. They will operate at 1109 North State Street, Waseca, MN 56093. That address has a current tobacco license under Casey's General Store #1777.

Applicants have submitted a completed application, appropriate fee, and a Certificate of Insurance for liability coverage.

The Police Department has conducted background checks on each of the license applicants. The results of the records check did not reveal any criminal convictions, arrest data, and/or suspicious activity that would be of interest pertaining to the license application.

**RECOMMENDATION:** Motion to approve the 2024 tobacco license for MK Stores, LLC. Dba Snak Atak #41 and void the current 2024 tobacco license for Casey's General Store #1777 at the same address. Application, Certificates of Liability Insurance, background checks, and payments have been received by Staff.

**CITY OF WASECA**

**APPLICATION FOR LICENSE  
TO SELL CIGARETTES AND TOBACCO PRODUCTS AT RETAIL**

Waseca City Code Chapter 111, Section 111.04

**Name of Applicant:** MK STORES LLC

**Doing Business As:** Snak Atak #41

**Address:** 1109 North State St. Waseca, MN 56093

**Telephone:** TBD

**Type of Business:** CStore

**Description of location where cigarettes/tobacco products will be sold:** Behind the counter.

I hereby make application to the City of Waseca, Minnesota for a license to sell cigarettes and tobacco products at retail at the above location for the term of 2/29/2024- 12/31/2024 beginning with the 29th day of February, 2024, subject to the laws of the State of Minnesota, and the Ordinances and Regulations of the City of Waseca.

I hereby enclose \$ 235.00 as payment of the fee.

  
\_\_\_\_\_  
**Applicant Signature**

02/12/2024  
\_\_\_\_\_  
**Date**

License No. 2024-08

License Fee \$ 235.00

**CITY OF WASECA  
LICENSE TO SELL CIGARETTES AT RETAIL**

*State of Minnesota  
County of Waseca*

*City of Waseca*

LICENSE IS HEREBY GRANTED TO: **MK Stores, LLC.**

to sell cigarettes, e-cigarettes, tobacco, and tobacco-related products at retail at:

Snak Atak #41  
1109 North State Street

in the City of Waseca, Waseca County, Minnesota, for the term of 9 months

beginning with the 1<sup>st</sup> day of March, 2024;  
subject to the laws of the State of Minnesota and the ordinances and regulations of the City of Waseca pertaining thereto,.

*The City Council of  
the City of Waseca*

*Attest:*

*By:*

\_\_\_\_\_  
*City Clerk*

\_\_\_\_\_  
*Mayor*





*Request for City Council Action*

<b>Title:</b>	REVISING ORDINANCE NO. 120– REGULATING MOBILE FOOD TRUCKS, VENDING WAGONS, FOOD STANDS AND FOOD CARTS		
<b>Meeting Date:</b>	FEBRUARY 20, 2024	<b>Agenda Item Number:</b>	<b>7A</b>
<b>Action:</b>	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	<b>Supporting Documents:</b>	<ul style="list-style-type: none"> <li>• Ordinance No. 1111</li> <li>• Map</li> </ul>
<b>Originating Department:</b>	Administration	<b>Presented By:</b>	City Manager
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> Conduct a Public Hearing on a revision to Chapter 120, regulating Mobile Food Trucks, Vending Wagons, Food Stands, and Food Carts		

**BACKGROUND:** Food Trucks have been becoming increasingly popular all over the State of Minnesota. They could be allowed in Waseca through a revision of Chapter 120, which will allow the City Council to adopt an annual fee to attract more food trucks and bring more options to residents and businesses.

This ordinance also allows food trucks, vending wagons, food stands, and food carts- herein referred to as food trucks- in many public locations throughout the city. Currently, they can only park in private parking lots with no permit needed.

This revision will allow Food Trucks to enter public parking lots with a permit. Food trucks will not be allowed to park along City streets or in City parks. Special exceptions may be allowed with a Special Event Permit submitted to and approved by the City of Waseca or with a park reservation.

Due to safety concerns, the proposed language will not allow Food Trucks to park on Elm Avenue (Old Highway 14) or State Street (Highway 13) at any time.

All inspections of the food truck are required ahead of time for each vehicle. However, the city does not perform these duties; this is the responsibility of the State and County.

All vendors are expected to provide their own electricity for operations unless prior approval is completed with the City of Waseca. Electricity is only available in limited areas.

**BUDGET IMPACT:** This Ordinance will cost less than \$100 to publish. The permit fee to residents is proposed at \$50 per permit for one year from the date of application or \$25 for a single day/event.

**RECOMMENDATION:** Staff recommends the Waseca City Council approve Ordinance 1111.

**ORDINANCE NO. 1111**

**AN ORDINANCE OF THE CITY OF WASECA  
REGULATING MOBILE FOOD VENDING TO INCLUDE FOOD TRUCKS, VENDING WAGONS,  
FOOD STANDS & FOOD CARTS**

**The City of Waseca does hereby ordain:**

**The Revision of *Chapter 120: Mobile Food Vending of the Waseca City Code of Ordinances:***

**120.01 DEFINITIONS:**

***FARMERS' MARKET*** – an association of three or more persons who assemble at a defined location that is open to the public for the purposes of selling directly to the consumer the products of a farm or garden occupied and cultivated by the person selling the product. These products would include products that meet the cottage food exemptions under state law.

***FOOD CART*** – A food and beverage service establishment propelled by the operator, a non-motorized vehicle.

***MOBILE FOOD TRUCK*** – Every motor vehicle in which foods of any kind are carried for the purposes of selling at retail sale on City streets or other public rights-of-way.

***MOBILE FOOD VENDING VEHICLE*** – A food and beverage service establishment that is a vehicle-mounted unit, either: 1) motorized or trailered, operating no more than twenty-one (21) days annually at any one place, or operating more than twenty-one (21) days annually at any one site with the approval of the regulatory authority as defined in Minnesota Rules, Part 4626.0020, subpart 70; or 2) operated in conjunction with a permanent business licensed under Minnesota Statutes at the site of the permanent business by the same individual or company and readily movable, without disassembling, for transport to another location.

***MOBILE FOOD VENDING*** – A food and beverage service establishment that is a vehicle-mounted or any stationary unit but not permanently located.

***OPERATOR*** – Any person, firm, or corporation who owns, leases, contracts, or in any other fashion permits a person to operate upon the City streets or other public rights-of-way any food vending vehicle for the purpose of vending, or the person driving or operating any such vehicle.

***PRE-PACKAGED FOOD TRUCK*** – A vehicle offering prepared and pre-packaged food, such as ice cream products.

***SEASONAL/TEMPORARY FOOD STAND*** – A food and beverage service establishment that is a food stand that is disassembled and moved from location to location but operates no more than twenty-one (21) days annually at any one location. A seasonal/temporary food stand may operate for more than 21 days annually at any one place with the approval of the regulatory authority, as defined in Minnesota Rules, part 4626.0020, subpart 70, that has jurisdiction over the seasonal/temporary food stand. *This shall not include mobile food vending vehicles.*

***SPECIAL EVENT FOOD STAND*** – A food and beverage service establishment that is used in conjunction with celebrations and special events and which operates no more than three times annually for no more than ten (10) total days.

***VENDING WAGONS***– Offering food for sale from a motor vehicle on the city streets or other public rights-of-way.

### **120.02 PERMIT REQUIRED:**

No person, business, or other entity may operate a mobile food truck or mobile food vending vehicle on any property owned or controlled by the City of Waseca, including City streets, paths and sidewalks, City lots, or City parks, without following the provisions of this ordinance.

The fee for an annual permit shall be in an amount as duly established by the City Council, which is reviewed from time to time and shall entitle the operator to vend from one such vehicle for the period of one year from the date of permit purchase. For each additional vehicle utilized by an operator, an additional permit fee shall be paid.

The applicant must submit a written application on a form prescribed by the city and include the following with its application:

- a) A copy of its current Retail Mobile Food Handler license issued by the MN Department of Health. A decal must be displayed on the vehicle as required by the MN Department of Health.
- b) Insurance or certificate for insurance coverage as required under Section 120.04.

An applicant will not be allowed to park along City streets or in City parks. Special exceptions may be allowed with a Special Event Permit submitted to and approved by the City of Waseca.

The applicant will not be allowed to park along Elm Avenue or State Street (Highway 13) at any time.

The applicant may enter private areas and lots with prior approval from that specific landowner.

The applicant may enter public parking lots with a current city-issued permit.

The applicant may enter a City Park with a paid park reservation for that day or as part of an approved Special Event application and must remain on a paved lot.

Upon approval of the application by the City, a permit for each vehicle permitted will be issued, which must be displayed by the operator in the corresponding vehicle.

### **120.03 FEES:**

The fee shall be in an amount as established by the City Council from time to time.

An annual fee shall be charged for the operation of a vehicle year-round.

### **120.04 INSURANCE:**

A permit will not be issued until the applicant has filed with the City evidence of insurance insuring the applicant against liability imposed by law arising out of the ownership, maintenance, or operation of such private business in amounts of at least \$500,000 for the injury or death of one person, \$1,500,000 for the injury or death of two or more persons, and \$10,000 for property damage. The City shall be named as an additional insured in the policy providing such insurance. Such policy shall further provide that it may not be canceled except upon ten (10) days written notice filed with the City. The certificate shall contain an acknowledgment signed by the insurer that prior to modification, cancellation, or termination of the subject policy, written notice shall first be sent to the City by said insurance company.

If applicable, the applicant shall also provide evidence of workers' compensation insurance coverage to the City. A permit is effective only if the required insurance coverage is constantly maintained and evidence of its continuance is on file with the City.

#### **120.05 EQUIPMENT REQUIRED FOR MOBILE FOOD VENDING VEHICLE:**

In addition to other equipment required by law, every such vehicle shall be equipped with:

1. A convex mirror mounted on the front so the operator can see the area in front of the vehicle obscured by the hood.
2. An audible alarm that is activated when the vehicle is in motion backward.
3. Proper signage placement in accordance with the City Zoning Ordinance.
4. Waste receptacles must be placed within 30 feet of the vehicle during hours of operation.
5. All operational trash must be removed from the site and not placed in city receptacles.
6. Generators must be self-contained and screened from view, operating at no more than 70 decibels.
7. The City will provide no water or electricity without an approved Special Event Permit application and paid electrical usage fee.
  - a. electricity usage without prior approval may be prosecuted as theft in accordance with Minnesota Statute §609.52 and possibly lead to revocation of food truck permit for the remainder of the year or indefinitely.

#### **120.06 RESTRICTIONS ON VENDING ACTIVITY:**

1. An operator shall vend only when the food vending vehicle is lawfully stopped.
2. An operator shall vend only from the side of the vehicle away from moving traffic and as near as possible to the curb or side of the street.
3. An operator shall not vend to any person standing in the roadway; the vehicle must face away from the roadway.
4. An operator shall park a minimum of 30 feet from the nearest intersecting curb line.
5. No vending activity shall occur between 11:00 PM and 7:00 AM on any given day. Special exceptions may be allowed with a Special Event Permit submitted to and approved by the City of Waseca.

#### **120.07 PARKING:**

Parking in city lots is permitted when complying with all ordinances, regulations, parking zones, and signage.

Parking in city streets and parks may be allowed with a Special Event Permit submitted to and approved by the City of Waseca. Sales by the permitted operator shall be made on paved lots or streets only and on the curbside only. The vehicle shall be parked within one (1) foot of the curb and a minimum of 30

feet from the nearest intersecting curb line and in compliance with all ordinances, regulations, parking zones, and posted signage.

An operator is prohibited from reserving any parking space by blocking, barricading, hooding, signing, or, in any other manner, preventing another vehicle from occupying the space.

Food vending vehicles on private property are regulated by the Waseca Zoning Ordinance. If the food vending vehicle is located on private property, a written consent or phone message from the property owner must be available upon request by the City.

**120.08 OPERATING VEHICLES IN REVERSE:**

The operator of a food vending vehicle shall not travel in reverse to make or attempt to make a sale.

**120.09 STORAGE OF VEHICLE WHEN NOT IN USE:**

When not in use, the food vending vehicle must be stored in compliance with the regulations of the City Zoning Ordinance.

**120.10: SIGHT VISIBILITY AND SAFETY:**

For the safety of the general public, the Waseca Police Department/City Staff reserves the right to require the immediate relocation of food vending vehicles if their placement substantially restricts the visibility of motorists, bicyclists, or pedestrians or in any other way impacts roadway conditions in an unsafe manner.

**120.11 EXCEPTIONS:** The provisions of this ordinance shall not apply to individuals or businesses operating food delivery services where they deliver food directly to the location of the consumer or who are selling at a farmers' market.

**120.12 PENALTY:**

Any operator violating any provision of this ordinance shall face a misdemeanor offense and possible revocation of their permit.

**120.13 SEVERABILITY AND SAVINGS CLAUSE:**

If any section or portion of this ordinance shall be found unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, those findings shall not invalidate or affect the validity and enforceability of any other section or provision of this ordinance.

This Ordinance shall be in full force ten (10) days following its passage and publication.

Passed by the City Council of Waseca, Minnesota on this \_\_\_\_ day of \_\_\_\_, 2024

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Randy L. Zimmerman  
Mayor of Waseca

Attested:

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Julia Hall  
City Clerk

Introduced:

Adopted:

Published:

Effective:



# City of Waseca Mobile Food Cart or Mobile Food Vending Vehicle License Application

Daily License \$TBD/day \_\_\_\_\_ Annual License \$TBD/year \_\_\_\_\_

## Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

## Business Information

Name of Business \_\_\_\_\_ State I.D. \_\_\_\_\_

## Application is in Conjunction with Special Event Application

No: \_\_\_\_\_ Yes: \_\_\_\_\_ Event Name: \_\_\_\_\_ Event Contact Name: \_\_\_\_\_

## Vending Vehicle Information

Year \_\_\_\_\_ Make: \_\_\_\_\_  
Model \_\_\_\_\_ License \_\_\_\_\_  
Plate #: \_\_\_\_\_

## Insurance Information

Insurance Company \_\_\_\_\_ Policy Number \_\_\_\_\_

Attach a copy of the insurance policy to the application.

## Insurance Requirements

Must provide a Certificate of Insurance with commercial general liability insurance policy for its mobile food cart and mobile food vehicle operations in an amount not less than \$100,000 per individual, \$500,000 per single incident, and \$100,000 for property damage occurring in any year. Licensee shall name and maintain the City of Waseca as an additional insured on the insurance policy.

## City Electrical Services Needed

Electricity is only available at select locations and using electricity without permission may be prosecuted as theft per MN§ 609.52. Initial Here \_\_\_\_\_

## Applicant Acknowledgment and Signature

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Electricity is only available at select locations

Date(s) and location business is to be conducted (max. 21 days in one location) (see attached sheet if you need more space)

- 1. \_\_\_\_\_ 2. \_\_\_\_\_
- 3. \_\_\_\_\_ 4. \_\_\_\_\_

Have you been convicted within the past five (5) years of a felony, gross misdemeanor, or misdemeanor for violation of any state or federal statute local ordinance, other than traffic offenses?

\_\_\_\_\_Yes \_\_\_\_\_No

Have you had a Mobile Food Cart, Mobile Food Vehicle, Peddler, Solicitor, or Transient Merchant License revoked within the past five (5) years?

\_\_\_\_\_Yes \_\_\_\_\_No

**Insurance Requirements:** Must provide a Certificate of Insurance with commercial general liability insurance policy for its mobile food cart and mobile food vehicle operations in an amount not less than \$100,000 per individual, \$500,000 per single incident, and \$100,000 for property damage occurring in any year. Licensee shall name and maintain the City of Waseca as an additional insured on the insurance policy.

- Attach a photocopy of valid Minnesota id or any valid state driver’s license which can verify this information.
- Attach proof of a Food Handler’s Permit, MN Department of Health Permit, and any other state or county licenses required.

**Mobile Food Cart and Mobile Food Vehicle Rules:**

(Please initial by each rule, sign full name at the bottom and return along with the application.)

\_\_\_\_\_ License must be obtained by filling out an application, having Certificate of Liability Insurance, and obtaining any additional State or County Licenses. Fees are due at the time the application is made.

\_\_\_\_\_ No license issued under this ordinance shall be transferred to any person other than the person or vehicle to whom the license was issued.

\_\_\_\_\_ Prohibited from discarding waste, liquids, garbage, liter, or refuse on city sidewalks, streets, or lawn areas, or in city drains or trash receptacles. Licensees shall be responsible for all litter and garbage left by customers.

\_\_\_\_\_ Prohibited from using utilities from public property and right-of-ways without written permission from the City. Doing so without prior approval may be prosecuted as theft in accordance with Minnesota Statute §609.52 and possibly lead to revocation of permit for the remainder of the year or indefinitely.

\_\_\_\_\_ Prohibited from using utilities of an adjacent private property without obtaining permission from the private property owner or agent in writing.

\_\_\_\_\_ Commercial private property parking areas and Municipal parking lots are the preferred location for any mobile food unity operating within the city limits. Any other area will need an approved Special Event Permit for each day and location.

\_\_\_\_\_ Mobile food carts and mobile food vehicles may not operate or travel on private property unless the licensee obtains permission from the private property owner or agent



**Mobile Food Cart and Mobile Food Vehicle Rules Cont.:**

- \_\_\_\_\_ Shall operate in strict compliance with the laws, rules, and regulations of the United States, State of Minnesota, Waseca County, and the City.
- \_\_\_\_\_ Shall abide by all vehicular public parking regulations
- \_\_\_\_\_ Shall provide and maintain at least one clearly designated waste container for customer use per each mobile food cart or mobile food vehicle.
- \_\_\_\_\_ Food sold or served from mobile food carts and mobile food vehicles may not be prepared or stored at a private residence
- \_\_\_\_\_ Licensees shall collect and remit applicable Minnesota and city sales tax.
- \_\_\_\_\_ Licensees may not operate more than 21 days annually at any one location, unless one of the two following conditions are met:
  1. The mobile food cart or vehicle must be owned and operated by the same owner at the site of a permanent local business having a Safe Food Handlers License, or
  2. The applicant must obtain City approval to operate longer than 21 days annually at any one location and shall obtain a Minnesota Health Department permit to operate longer than 21 days annually at any one location. The Minnesota Health Department would require permanent hook up to City sewer, electrical, water, utilities, garbage service and will ensure the licensee meets all State requirements.
- \_\_\_\_\_ Mobile food carts and mobile food vending vehicles may not operate or travel through or in City parks unless the licensee obtains permission from the City by an approved Special Event Permit. The City shall designate the location for Mobile Food Vending Vehicles.
- \_\_\_\_\_ Mobile food vehicles may not operate or travel on public sidewalks, paths or trails
- \_\_\_\_\_ Mobile food carts and mobile food vehicles are prohibited from obstructing the ingress or egress from commercial buildings during the building hours of operation
- \_\_\_\_\_ Mobile food carts and mobile food vehicles may not operate within 40 feet from the public entrance to any restaurant and/or any portion of a restaurant's outdoor dining area during that restaurant's hours of operation unless the licensee obtains permission from the restaurant owner or manager, said 40 feet measured in a straight line of constant elevation
- \_\_\_\_\_ Mobile food carts and mobile food vehicles may operate in conjunction with a community event or parade, if the licensee obtains permission from the City and permit holder of that community event or parade

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Reason for Denial: \_\_\_\_\_

Amount Paid: \$ \_\_\_\_\_ Check # \_\_\_\_\_ Cash: \_\_\_\_\_ Last 4 Credit Card \_\_\_\_\_

\_\_\_\_\_  
City Representative, Name and Title

\_\_\_\_\_  
Date

**MOBILE FOOD CART or MOBILE FOOD VENDING VEHICLE LICENSE  
Location and Dates**

Dates:

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No. \_\_\_\_\_



City of Waseca

SAMPLE

Sample

CITY OF WASECA

**FOOD TRUCK/VENDING WAGON/FOOD STAND/FOOD CART LICENSE**

THIS CERTIFIES THAT:

LICENSEE NAME: \_\_\_\_\_ TRADE NAME: \_\_\_\_\_

VEHICLE LICENSE: \_\_\_\_\_

Is authorized to operate a food truck, vending wagon, food stand, or food cart subject to the laws and regulations of the State of Minnesota and Ordinance of the City of Waseca for the period beginning \_\_\_\_\_ to \_\_\_\_\_.

DAY LICENSE \_\_\_\_\_ ANNUAL LICENSE \_\_\_\_\_

OPERATING IN CONJUNCTION WITH AN APPROVED SPECIAL EVENT PERMIT? \_\_\_ Yes \_\_\_ No

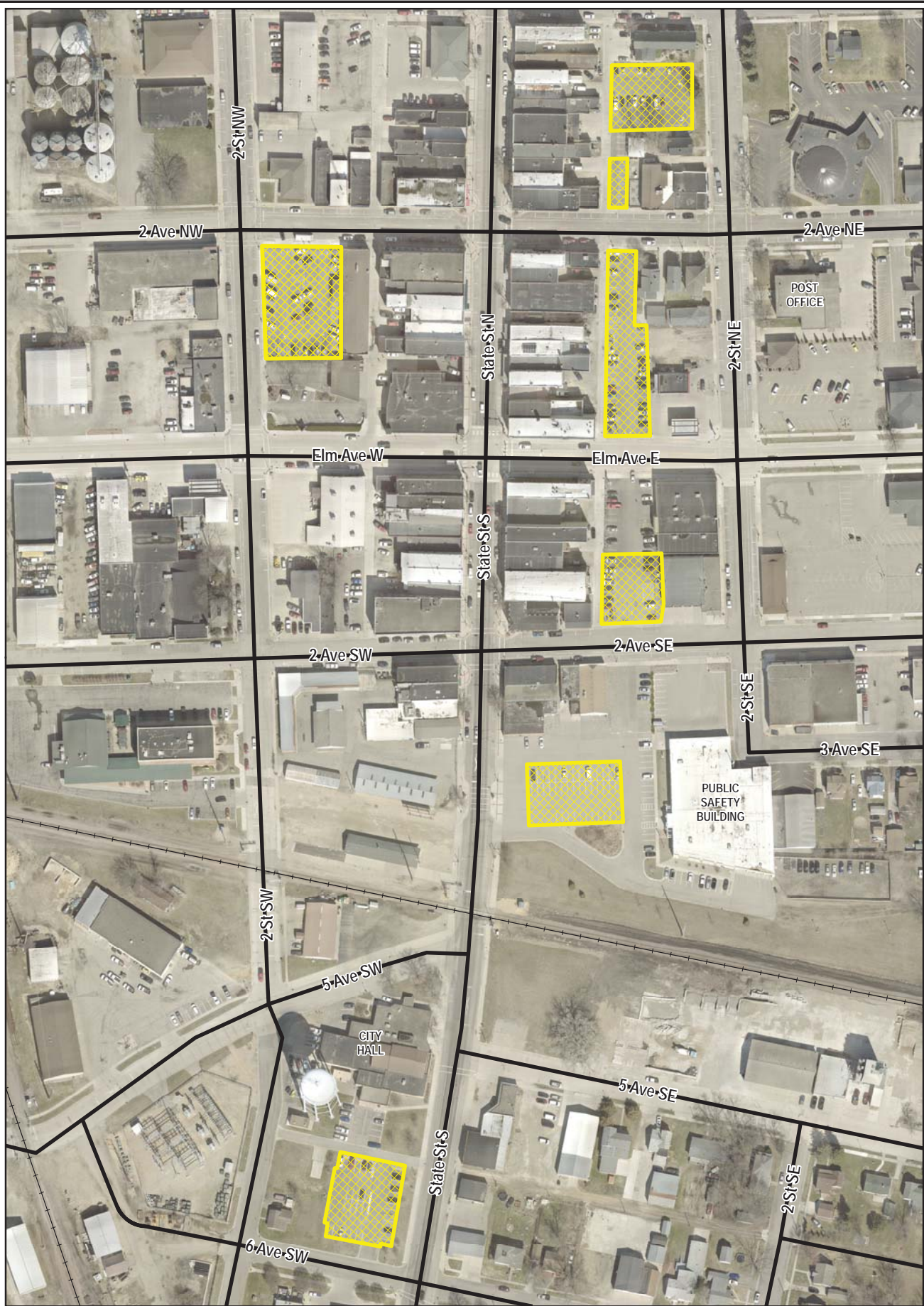
If Yes, Event Name and Event Contact Person \_\_\_\_\_

THIS LICENSE IS A SAMPLE

City of Waseca, Minnesota Date \_\_\_\_\_

\_\_\_\_\_  
City Representative, Title

LICENSE MUST BE DISPLAYED AT ALL TIMES WHEN  
OPERATING IN THE CITY LIMITS OF WASECA



The data represented on this document is neither a legally recorded map nor a survey and is intended for reference purposes only. This information presented has not been verified and neither the City of Waseca, nor 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 City of Waseca Engineering Department.

Map: food\_truck.mxd | Printed: 10/26/2023

# ELIGIBLE FOOD TRUCK LOCATIONS



ELIGIBLE PARKING LOCATIONS

<b>Title:</b>	PUBLIC HEARING & ADOPTION: ORDINANCE NO. 1113 AMENDING THE FLOODPLAIN MANAGEMENT SECTIONS OF CHAPTER 154		
<b>Meeting Date:</b>	February 20, 2024	<b>Agenda Item Number:</b>	<b>7B</b>
<b>Action:</b>	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> ORDINANCE	<b>Supporting Documents:</b>	<ul style="list-style-type: none"> <li>• Ordinance No. 1113</li> <li>• Planning Commission Memo</li> </ul>
<b>Originating Department:</b>	Engineering	<b>Presented By:</b>	City Engineer
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>			

**BACKGROUND:** New FEMA floodplain maps have been issued and will become effective March 27, 2024. Therefore, the Minnesota Department of Natural Resources (MnDNR) has notified City staff that the City’s zoning ordinance regarding floodplain management must be revised in order to comply with the new maps and State/Federal requirements.

The revisions contained in Ordinance No. 1113 are based on model MnDNR ordinance language, recommended edits by WSB (the City’s planning and zoning consultant), and review by the Planning Commission. Please see the attached Planning Commission Memo for further details on the review process.

At their meeting on February 14, 2024, the Planning Commission held a public hearing and voted 4 to 0, recommending the adoption of Ordinance No. 1113 with paragraph (B) added to Section § 154.039 to provide clarification regarding standards for modifications and alterations of nonconforming structures.

In order to comply with State and Federal requirements, these ordinance revisions must be adopted and effective before March 27, 2024.

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

**RECOMMENDATION:** Staff recommends that the City Council conduct a Public Hearing and adopt Ordinance No. 1113, amending the floodplain management sections of Chapter 154.



## ORDINANCE NO. 1113

### AN ORDINANCE AMENDING CHAPTER 154: ZONING

**WHEREAS**, Chapter 154 of the Waseca Code of Ordinances provides zoning provisions;

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

**SECTION 1.** Chapter 154: DEFINITIONS (Section § 154.202) of the Waseca Code of Ordinances is hereby amended as follows, underlined text is being added and ~~strikeout~~ text is being deleted:

BASE FLOOD. The flood having a one-percent chance of being equaled or exceeded in any given year. "Base flood" is synonymous with the term "regional flood" used in Minnesota Rules, part 6120.5000.

BASE FLOOD ELEVATION (BFE). The elevation of the base flood, regional flood, or one percent (1%) annual chance flood. The term "base flood elevation" is used in the Flood Insurance Study.

~~DEVELOPMENT. Any man-made change to real estate, including but not limited to construction or reconstruction of buildings, installing manufactured homes or travel trailers, installing utilities, construction of roads or bridges, erection of levees, walls, or fences, drilling, mining, filling, dredging, and storage of materials.~~ Any man-made change to improved or unimproved real estate including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of materials or equipment.

FARM FENCE. An open type of fence consisting of posts and horizontally run wire, further specified in Minnesota Statutes, section 344.02 Subd. 1(a - d).

~~FLOOD FRINGE. That portion of the flood plain outside of the floodway. FLOOD FRINGE is synonymous with the term "floodway fringe" used in the Flood Insurance Study for the City of Waseca.~~ The portion of the one percent (1%) annual chance floodplain located outside of the floodway.

FLOOD INSURANCE RATE MAP (FIRM). An official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to that community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

~~FLOOD PLAIN or FLOOD PRONE AREA. Any land area susceptible to being inundated by water from any source (see FLOOD).~~ The beds, channels, and other areas adjoining a wetland, lake, watercourse, or other source which have been, or hereafter may be, inundated by the base flood.

~~FLOOD, REGIONAL. A flood which is representative of large floods known to have occurred generally in Minnesota and reasonably characteristic of what can be expected to occur on an average frequency in the magnitude of the 100-year recurrence interval. REGIONAL FLOOD is synonymous with the term "base flood" used in the Flood Insurance Study.~~

~~FLOODWAY. The bed of wetland or lake and the channel of a watercourse and those portions of the adjoining flood plain which are reasonably required to carry or store the regional flood discharge. The bed of a wetland or lake and the channel of a watercourse and those portions of the adjoining flood plain which must be reserved to carry or store the base flood discharge without cumulatively increasing the water surface elevation more than one-half (0.5) foot.~~

~~MANUFACTURED (MOBILE) HOME. A structure transportable in one or more sections which in the traveling mode is eight body feet or more in width or 40 body feet or more in length, or, when erected on site, is 320 or more square feet and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained in it, and which complies with the Manufactured Home Building Code. A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained in it, and which complies with Manufactured Home Building Code. The term "manufactured home" does not include the term "recreational vehicle."~~

RECREATIONAL VEHICLE. A vehicle that is built on a single chassis, is four hundred (400) square feet or less when measured at the largest horizontal projection, is designed to be self-propelled or permanently towable by a light duty truck and is not designed primarily for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. Those vehicles not meeting this definition shall be considered a structure for the purposes of this ordinance. For the purposes of this ordinance, the term recreational vehicle is synonymous with the term "travel trailer/travel vehicle."

~~RECREATIONAL CAMPING VEHICLE. As defined in M.S. § 327.14, Subd. 7, (a) any vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, recreational, and vacation uses; (b) any structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation, and vacation; (c) any portable, temporary dwelling to be used for travel, recreation, and vacation, constructed as an integral part of a self-propelled vehicle; and (d) any folding structure, mounted on wheels and designed for travel, recreation, and vacation use. See also "Motor Home".~~

~~REGULATORY FLOOD PROTECTION ELEVATION (RFPE).—The regulatory flood protection elevation shall be an elevation no lower than one foot above the elevation of the regional flood plus any increases in flood elevation caused by encroachments on the flood plain that result from designation of a floodway. An elevation no lower than one (1) foot above the elevation of the base flood plus any increases in water surface elevation caused by encroachments on the floodplain that result from designation of a floodway. These increases in water surface elevations are typically identified in the Floodway Data Tables found in the Flood Insurance Study.~~

~~STRUCTURE (Non-Floodplain Districts). Anything constructed, installed, or portable, the use of which requires a location on a parcel of land. This includes a fixed or movable building which can be used for residential, business, commercial, or office purposes, either temporarily or permanently. STRUCTURE also includes, but is not limited to, swimming pools, tennis courts, signs, sheds, docks, and similar accessory construction. ~~The term includes recreational vehicles and travel trailers on site for more than 180 days. For floodplain management purposes, a walled and roofed building, including gas or liquid storage tanks, which are principally above ground.~~~~

STRUCTURE (Floodplain District Only). The term includes a roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. Recreational vehicles not considered travel ready, as detailed in Section 154.037 (E), shall also be considered a nonconforming structure for the purposes of this ordinance.

SUBSTANTIAL DAMAGE. Damage of any origin sustained by a structure where the cost of restoring the structure to its before damaged condition would equal or exceed fifty percent (50%) of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT.

~~—(1) Any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure either:~~

~~—(a) Before the improvement or repair is started; or~~

~~—(b) If the structure has been damaged, and is being restored, before the damage occurred.~~

~~—(2) For the purposes of this definition, SUBSTANTIAL IMPROVEMENT is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure regardless of the actual work performed. The term does not, however, include either:~~

~~—(a) Any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions; or~~

~~—(b) Any alteration of a historic structure provided that the alteration will not preclude the structure's continued designation as a historic structure.~~

Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure before the "start of construction" of the improvement. This term includes structures that have incurred "substantial damage" regardless of the actual repair work performed. The term does not, however, include the following:

—(1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local building official or code enforcement staff and which are the minimum necessary to assure safe living conditions.

—(2) Any alteration of a "historic structure" provided that the alteration will not preclude the structure's continued designation as a "historic structure." For the purposes of this ordinance, "historic structure" is defined in 44 CFR § 59.1.

~~—VEHICLE, RECREATIONAL.~~

~~—(1) A vehicle that is used primarily for recreational or vacation purposes, and which is licensed and operable for use on public roadways, whether self-propelled, carried on, or towed behind a self-propelled vehicle.~~

~~—(2) Operable recreational equipment that is not licensed for used on the public roadway, but used off road, such as all terrain vehicles, boats, off road motorcycles, race vehicles, snowmobiles, or similar equipment. Such equipment shall be properly licensed if the State of Minnesota provides for such licensing.~~

~~—(3) Licensed, operable trailers which may be used to tow recreational equipment, whether such trailers are loaded or unloaded, including utility trailers. Where a trailer is loaded with recreational equipment, such trailer and equipment shall be considered to be one piece of equipment for the purposes of this section.~~



**SECTION 2.** Chapter 154: FLOODPLAIN MANAGEMENT OVERLAY DISTRICT of the Waseca Code of Ordinances is hereby amended as follows; Section § 154.034 through Section § 154.044 are deleted and replaced with the **text** below (Section § 154.034 through Section § 154.046):

§ 154.034 PURPOSE.

- (A) The floodplain management regulations are established to promote public health, safety, and general welfare, and to minimize losses caused by the occupancy of floodplain areas by uses vulnerable to floods or that are not designed to minimize flood damage.
- (B) This ordinance is established to maintain eligibility in the National Flood Insurance Program.
- (C) Permitted uses in the Floodplain Management Overlay District shall be those uses of land or structures listed as permitted uses in the underlying zoning use district, as listed elsewhere in this chapter.

§ 154.035 WARNING AND DISCLAIMER OF LIABILITY.

This ordinance does not imply that areas outside the floodplain districts or land uses permitted within such districts will be free from flooding or flood damages. Not all flood risk is mapped. Larger floods do occur, and the flood height may be increased by man-made or natural causes, such as ice jams or bridge openings restricted by debris. This ordinance does not create liability on the part of the City of Waseca or its officers or employees for any flood damages that result from reliance on this ordinance, or any administrative decision lawfully made hereunder.

§ 154.036 JURISDICTION AND DISTRICTS.

- (A) The following maps, together with all attached material, are hereby adopted by reference and declared to be a part of the official zoning map and this ordinance. The attached material includes the Flood Insurance Study for Waseca County, Minnesota and Incorporated Areas, and the Flood Insurance Rate Map (FIRM) panels enumerated below, all dated March 27, 2024, and prepared by the Federal Emergency Management Agency (FEMA). These materials are filed in the Engineering Department at City Hall.
  - 27161C0160C
  - 27161C0175C
  - 27161C0180C
  - 27161C0200C
- (B) This ordinance applies to all lands under the jurisdiction of the City of Waseca within the Floodplain, shown as Zone A on the Flood Insurance Rate Map (FIRM) panels referenced in Section 154.036 (A).
- (C) The standards imposed in this overlay district are in addition to any other requirements. In case of a conflict, the more restrictive standards will apply.
- (D) Where a conflict exists between the floodplain limits illustrated on the official floodplain maps and actual field conditions, the Base Flood Elevation (BFE) shall be the governing factor in locating the outer boundaries of the one percent (1%) annual chance floodplain.
- (E) Persons contesting the location of the district boundaries will be given a reasonable opportunity to present their case to the City and to submit technical evidence.

§ 154.037 MINIMUM DEVELOPMENT STANDARDS.

- (A) Buildings and Structures.

No new structures, such as buildings or accessory structures, may be permitted in the regulatory floodplain. Modifications and alterations of nonconforming structures are subject to Section § 154.039.
- (B) Fences.

Fences not meeting the definition of farm fences are not permitted.

(C) Transportation Facilities.

- (1) Railroad tracks, roads, and bridges must be elevated to the Regulatory Flood Protection Elevation (RFPE) where such facilities are essential to the orderly functioning of the area, or where failure or interruption would result in danger to public health or safety.
- (2) Minor or auxiliary roads or railroads may be constructed at a lower elevation where failure or interruption of transportation services would not endanger public health or safety.
- (3) All public transportation facilities should be designed to minimize increases in flood elevations.

(D) Land Alterations.

In areas within twenty-five (25) feet of the Ordinary High-Water Level (OHWL), land alterations shall be restricted to:

- (1) The minimum required to accommodate beach and access areas, not to exceed a volume greater than ten (10) cubic yards; and
- (2) The minimum required to accommodate for public utilities, roads, railroad tracks, bridges, and shoreline stabilization projects to correct an identified erosion problem, as verified by a qualified resource agency, the Director of Engineering, or designee.

(E) Recreational vehicles within the floodplain must be travel ready, meeting the following criteria:

- (1) The vehicle must be fully licensed.
- (2) The vehicle must be ready for highway use, meaning on wheels or internal jacking system and attached to the site only by quick disconnect type utilities.
- (3) No permanent structural type additions may be attached to the vehicle.

(F) Water, Sewage, and Disposal Requirements.

The Zoning Administrator or designee shall require within floodplain areas:

- (1) All utilities such as gas, electrical, sewer, and water supply systems must be elevated and/or floodproofed to the Regulatory Flood Protection Elevation (RFPE), be located and constructed to minimize or eliminate flood damage and be designed to eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters. All public utilities should be designed to minimize increases in flood elevations. New solid waste management facilities, as defined in Minnesota Rules, part 7035.0300, are prohibited. Water supply systems are subject to the provisions of Minnesota Rules, part 4725.4350.
- (2) Private On-Site Water Supply, Individual Sewage Treatment Systems, and other Service Facilities shall be subject to applicable provisions detailed in Section 154.037 (F) (1). Replacement of on-site sewage treatment systems are to be constructed to avoid impairment to them, or contamination from them, during times of flooding, shall not be located in a designated floodway, and are subject to the provisions of Minnesota Rules, part 7080.2270. No new private service facilities may be permitted in the regulatory floodplain.
- (3) Materials that, in time of flooding, are buoyant, flammable, explosive, or could be injurious to human, animal, or plant life, as well as those likely to cause pollution of the waters, such as sewage, sand, rock, wrecked and discarded equipment, dredged spoil, municipal, agricultural, or industrial waste, and other wastes as further defined in Minnesota Statutes, Section 115.01, are prohibited.

§ 154.038 ENCROACHMENT ANALYSIS.

Development in the following areas requires hydrologic and hydraulic analysis performed by a professional engineer or the use of other standard engineering practices (e.g. projects that restore the site to the previous cross-sectional area).

- (A) In a floodway, development may not result in any of the following during the one percent (1%) annual chance flood: cause a stage increase of 0.00 feet or greater, obstruct flood flows, or increase velocities.
- (B) In areas where a floodway has not been delineated, development may not allow stage increases of more than one-half (0.5) foot at any point during the one percent (1%) chance flood. This evaluation must include the cumulative effects of previous encroachments. A water surface elevation increase of less than one-half (0.5) foot is required if, due to the water surface level increase, increased flood damages would potentially result.

§ 154.039 NONCONFORMITIES.

- (A) Continuation of Nonconformities: A use, structure, or occupancy of land which was lawful before the passage or amendment of this ordinance, but which is not in conformity with the provisions of this ordinance, may be continued subject to the following conditions:
  - 1. Within the floodway, or where the floodway has not been delineated, any expansion or enlargement of uses or structures is prohibited.
  - 2. Any addition, modification, rehabilitation, repair, or alteration shall be in conformance with the provisions of this ordinance, shall not increase the flood damage potential or increase the degree of obstruction to flood flows, and where applicable, must be protected to the Regulatory Flood Protection Elevation (RFPE).
  - 3. If any nonconforming structure is determined to be substantially damaged or substantially improved in accordance with Section § 154.040, it may not be reconstructed except in conformity with the provisions of this ordinance.
  - 4. If any nonconforming use, or any use of a nonconforming structure, is discontinued for more than one (1) year, any future use of the premises must conform to this ordinance.
- (B) Standards for Modifications and Alterations of Nonconforming Structures: In addition to the standards identified in Section § 154.037, the following standards and procedures apply to additions, modifications, rehabilitations, repairs, alterations, or maintenance of nonconforming structures:
  - 1. All structures, including manufactured homes, must be elevated on fill so that the lowest floor of the lowest enclosed area (including basements) is at, or above, the Regulatory Flood Protection Elevation (RFPE). The finished fill elevation shall be at, or above, the elevation associated with the base flood plus any stage increases that result from designation of a floodway. Fill must extend at the same elevation at least fifteen (15) feet beyond the outside limits of the structure. Elevations must be certified by a registered professional engineer, land surveyor, or other qualified person designated by the Zoning Administrator or Director of Engineering.

§ 154.040 SUBSTANTIAL IMPROVEMENT AND SUBSTANTIAL DAMAGES DETERMINATIONS.

Prior to issuing any permits for additions, modifications, rehabilitations, repairs, alterations, or maintenance to nonconforming structures, the Zoning Administrator or designee is required to determine if such work constitutes substantial improvement or repair of a substantially damaged structure. A determination must be made in accordance with the following procedures:

- (A) Estimate the market value of the structure. In the case of repairs, the market value of the structure shall be the market value before the damage occurred and before any restoration or repairs are made.
- (B) Estimate the cost of the project. The property owner shall accommodate for inspection, and furnish other documentation needed by the Zoning Administrator or designee, to evaluate costs.

1. Improvement costs shall be comprised of the market rate of all materials and labor, as well as the costs of all ordinary maintenance and upkeep carried out over the past one (1) year.
  2. Costs to repair damages shall be comprised of the market rate of all materials and labor required to restore a building to its pre-damaged condition regardless of the work proposed, as well as associated improvement costs if the structure is being restored beyond its pre-damaged condition.
- (C) Compare the cost of the improvement, repairs, or combination thereof to the estimated market value of the structure and determine whether the proposed work constitutes substantial improvement or repair of a substantially damaged structure, as defined in Section § 154.202.
- (D) Based on this determination, the Zoning Administrator or designee shall prepare a determination letter and notify the property owner accordingly. Structures determined to be substantially damaged or substantially improved may not be reconstructed except in conformity with the provisions of this ordinance.

#### § 154.041 PERMITTING.

(A) Permit Requirements.

1. No person shall erect, construct, enlarge, alter, repair, improve, move, or demolish any building or structure without first obtaining a separate permit for each building or structure from the Building Official or designee.
2. No man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, fences, mining, dredging, filling, grading, paving, excavation or drilling operations, shall be commenced until a separate permit has been obtained from the Building Official or designee for each change.
3. No manufactured home shall be placed on improved or unimproved real estate without first obtaining a separate permit for each mobile home from the Building Official or designee.

(B) Activities Not Requiring a Permit.

Certain uses or activities may be exempt from obtaining a permit, such as planting a garden, farming, or other obviously insignificant activities such as putting up a mailbox or flagpole. Farm fences, as defined in Section § 154.202 of this ordinance, are not considered to be an obstruction, and as such, do not require a permit. A local permit is not required if a Public Waters Work Permit has been obtained from the Minnesota Department of Natural Resources (MnDNR), unless a significant area above the Ordinary High-Water Level (OHWL) is also to be disturbed. The continuation of existing uses, when the associated activities do not encroach further on the regulatory floodplain or trigger associated standards in this ordinance, do not require a permit.

(C) Permit Application.

To obtain a permit, the applicant shall first file a permit application on a form provided by the City. The form must be completed and submitted to the Building Official or designee with a fee as established by the City Council before the issuance of a permit shall be considered. The permit application must include the following, as applicable:

1. A site plan showing all existing or proposed buildings, structures, service facilities, potential obstructions, and pertinent design features having an influence on the permit.
2. Locations and details of grading, fill, or storage of materials.
3. Copies of any required local, state, or federal permits or approvals.
4. Other relevant information requested by the Building Official or designee as necessary to properly evaluate the permit application. If the applicant deems the request for additional information to be excessive, the applicant may appeal to the Planning Commission.

§ 154.042 DUTIES OF THE ZONING ADMINISTRATOR AND BUILDING OFFICIAL.

(A) The Zoning Administrator or designee must maintain applicable records in perpetuity documenting the following:

1. Encroachment analysis, as detailed in Section § 154.038.
2. Final elevations, as applicable, detailing the elevations to which structures and improvements to structures are constructed or floodproofed. Elevations shall be determined by an engineer, architect, surveyor, or other qualified individual as approved by the Zoning Administrator, Director of Engineering, or designee.
3. Substantial damage and substantial improvement determinations, as detailed in Section § 154.040, including the cost of improvements, repairs, and market value.
4. All variance actions and justifications for their issuance. Variances must be reported as requested by the Federal Emergency Management Agency (FEMA).

(B) Permit Review.

The Building Official or designee shall review all permit applications to determine whether proposed building sites will be reasonably safe from flooding. If a proposed building site is in a floodplain area, all new construction and substantial improvements (including the placement of manufactured homes) shall be:

1. Designed (or modified) and adequately anchored to prevent floatation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
2. Constructed with materials and utility equipment resistant to flood damage;
3. Constructed by methods and practices that minimize flood damage;
4. Constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;
5. Be reasonably safe from flooding and consistent with the need to minimize flood damage;
6. Be assured to provide adequate drainage to reduce exposure to flood hazards;
7. Not be detrimental to uses in adjoining areas; and
8. Not adversely affect the efficiency or restrict the flood carrying capacity of the channel and adjoining floodplain of any tributary watercourse or drainage system.

(C) Notifications Required.

1. Notifications for Watercourse Alterations: Before authorizing any alteration or relocation of a river or stream, the Zoning Administrator or designee must notify adjacent communities. If the applicant has applied for a Public Waters Work Permit pursuant to Minnesota Statute, Section 103G.245, this will suffice as adequate notice. A copy of the notification must also be submitted to the Federal Emergency Management Agency (FEMA).
2. Notification to FEMA when Physical Changes Increase or Decrease Base Flood Elevations: Where physical changes affecting flooding conditions may increase or decrease the water surface elevation of the base flood, the City of Waseca must notify FEMA of the changes in order to obtain a Letter of Map Revision (LOMR) by submitting a copy of the relevant technical or scientific data as soon as practicable, but no later than six (6) months after the date such supporting information becomes available. Within areas where the floodway has not been delineated, a map revision is only required if development results in stage increases greater than one-half (0.5) feet.

§ 154.043 ADMINISTRATION.

(A) Subdivisions.

The Zoning Administrator or designee shall review subdivision proposals and other proposed new development to determine whether such proposals will be reasonably safe from flooding. If a subdivision proposal or other proposed new development is in a floodplain area, any such proposal shall be reviewed to assure that:

1. All such proposals are consistent with the need to minimize flood damage within the floodplain area;
2. All public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage;
3. Adequate drainage is provided to reduce exposure to flood hazards;
4. All new lots must be able to accommodate a building site with a natural grade outside of the floodplain; and
5. All subdivisions must have vehicular access both to the subdivision and to the individual building sites no lower than two (2) feet below the Regulatory Flood Protection Elevation (RFPE).

(B) Variances.

The Zoning Administrator or designee shall review variance proposals and other proposed new development to determine whether such proposals will be reasonably safe from flooding. If a subdivision proposal or other proposed new development is in a floodplain area, any such proposal shall be reviewed to assure that:

1. An application for a variance to the provisions of this ordinance will be processed and reviewed in accordance with Minnesota Statutes, section 462.357, Subd. 6(2) and this ordinance.
2. Variances must not be issued within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.
3. Variances from the provisions in this ordinance may only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
4. Variances must be consistent with the general purpose of these standards and the intent of applicable provisions in state and federal law.
5. Though variances may be used to modify permissible methods of flood protection, no variance shall permit a lesser degree of flood protection than the Regulatory Flood Protection Elevation (RFPE).
6. The Zoning Administrator or designee must notify the applicant for a variance that:
  - (a) The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance; and
  - (b) Such construction below the base or regional flood level increases risks to life and property. Such notification must be maintained with a record of all variance actions.
7. Notifications to the Minnesota Department of Natural Resources (MnDNR):
  - (a) All notices of public hearings to consider variances or conditional uses under this ordinance must be sent via electronic mail to the respective MnDNR area hydrologist at least ten (10) days before the hearings. Notices of hearings to consider subdivisions/plats must include copies of the subdivision/plat.
  - (b) A copy of all decisions granting variances or conditional uses under this ordinance must be sent via electronic mail to the respective MnDNR area hydrologist within ten (10) days of final action.

(C) Annexation and Extraterritorial Jurisdiction.

The City of Waseca shall not approve any development located in a Special Flood Hazard Area (SFHA) outside the corporate limits unless such development or plat is in accordance with the following:

1. A floodplain ordinance legally adopted by the City of Waseca that meets the minimum federal (44 CFR 60.3), state (Minnesota Regulation Parts 6120.5000 through 6120.6200), and local requirements for development within a special flood hazard area.
  2. The SFHAs of those parts of unincorporated Waseca County that are within the extraterritorial jurisdiction of the City of Waseca or that may be annexed into the City of Waseca are generally identified as such on the Flood Insurance Rate Map (FIRM).
  3. Annexations into panels not referenced in Section § 154.043 (C) require ordinance amendment in accordance with Section § 154.043 (D).
- (D) Ordinance Amendments.
1. Any revisions to the floodplain maps by the Federal Emergency Management Agency (FEMA) or annexations of new map panels require an ordinance amendment to update the map references in Section § 154.036 of this ordinance.
  2. All amendments to this ordinance must be submitted to the Minnesota Department of Natural Resources (MnDNR) for review and approval prior to adoption, and for compliance with state and federal rules and requirements. The floodplain ordinance shall not be considered valid until approved.

§ 154.044 PENALTY.

- (A) Uses in Violation of the Ordinance.  
Every structure, fill, deposit, or other use placed or maintained in the floodplain in violation of this ordinance shall be considered a public nuisance.
- (B) Civil Remedies.  
A public nuisance may be charged and abated under this ordinance by an action brought by the City of Waseca or the Minnesota Department of Natural Resources (MnDNR).
- (C) Enforcement.  
Violations of the provisions of this ordinance constitute a misdemeanor and are punishable as defined by law. The Zoning Administrator or designee may utilize the full array of enforcement actions available to it including, but not limited to, prosecution and fines, injunctions, after-the-fact permits, orders for corrective measures or a request to the National Flood Insurance Program for denial of flood insurance. The City of Waseca must act in good faith to enforce these official controls and to correct ordinance violations to the extent possible so as not to jeopardize its eligibility in the National Flood Insurance Program.
- (D) Any person who violates this subchapter shall upon conviction thereof be fined not less than \$25 nor more than \$200. A separate offense shall be deemed committed upon each day during, or on which, a violation occurs or continues.

§ 154.045 ABROGATION AND GREATER RESTRICTION.

- (A) This subchapter is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions.
- (B) Where this subchapter and other ordinances, easements, covenants, or deed restrictions conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

§ 154.046 SEPARABILITY.

The provisions and sections of this subchapter shall be deemed separable and the invalidity of any portion of this subchapter shall not affect the validity of the remainder.

**SECTION 3.** This Ordinance shall take effect and be in force 10 days after its passage.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_ 2024.

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RANDY L. ZIMMERMAN  
MAYOR

ATTEST:

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JULIA HALL  
CITY CLERK

Introduced:  
Adopted:  
Published:  
Effective:



**PLANNING DEPARTMENT**  
**MEMORANDUM**

**TO:** Daren Arndt, Chair  
Waseca Planning Commission

**FROM:** Nathan Willey  
Director of Engineering

**MEETING DATE:** February 14, 2024

**SUBJECT:** Public Hearing: Ordinance No. 1113 regarding revisions to the City's Floodplain Ordinance

**ATTACHMENTS:** Ordinance No. 1113  
Current City Floodplain Ordinance  
Model Floodplain Ordinance (MnDNR)  
FEMA Floodplain Map

**BACKGROUND**

New FEMA floodplain maps have been issued and will become effective March 27, 2024. Therefore, the Minnesota Department of Natural Resources (MnDNR) has notified City staff that the City's floodplain ordinance must be revised prior to that date in order to comply with the new maps and state/federal requirements.

At their meeting on December 12, 2023, the Planning Commission conducted an initial review of floodplain ordinance revisions prepared by WSB and based on a model ordinance provided by the MnDNR. The Commission's comments were then incorporated into the ordinance revisions and sent to MnDNR staff for their review. City staff received the MnDNR comments on January 4, 2024, and have updated the ordinance revisions accordingly. Therefore, Ordinance No. 1113 is being presented to the Planning Commission for a vote of recommendation for adoption by City Council.

**REQUESTED ACTIONS**

Hold a public hearing on Ordinance No. 1113 and forward recommendations (by vote) for consideration by City Council at their meeting on February 20, 2024.

<b>Title:</b>	Market Place Early Access Agreement Extension		
<b>Meeting Date:</b>	February 20, 2024	<b>Agenda Item Number:</b>	<b>7C</b>
<b>Action:</b>	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE	<b>Supporting Documents:</b>	<ul style="list-style-type: none"> <li>Attached Agreement</li> </ul>
<b>Originating Department:</b>	Administration	<b>Presented By:</b>	Finance Director
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>			

**BACKGROUND:** The City Council authorized the City Manager to sign an early access agreement with Waseca Real Estate Fund (WREF) February 2023, and the Council approved an additional six-month extension on September 5<sup>th</sup>, 2023, which is set to expire on February 21, 2024.

This means that WREF has had exclusive rights to research their development ideas for the past twelve months. Recently there was TIF application submitted with a proposal of a 36-unit apartment complex on the west half of Market Place. This extension would continue to allow the City and WREF to continue to work together while processing the TIF application and any other needed documents for development.

WREF would like to extend its exclusive access agreement for six months, from February 21, 2024, to September 21, 2024.

With WREF's agreement, the city is able to haul snow to the Market Place site through the winter. This clause was added to the agreement.

**BUDGET IMPACT:** None

**RECOMMENDATION:** City Council authorizes the City Manager to extend the Early Access Agreement to September 21, 2024.

September 12, 2023

Mr. Carl Sonnenberg  
City Manager  
City of Waseca  
508 South State St.  
Waseca, MN 56093

## Exclusive Negotiating Agreement – Marketplace Site Development

Mr. Sonnenberg,

Waseca Community Real Estate Fund has enjoyed our discussions with the City of Waseca regarding the development of the City owned Marketplace site. Below details out a six-month extension of the period of exclusivity. Below is a summary of proposed structure for working with the City to develop the Marketplace site:

<b>DEVELOPER</b>	Waseca Real Estate Fund LP (“Developer”)
<b>OWNER</b>	City of Waseca (“City”)
<b>SITE</b>	Marketplace Site (approximately 4.8 acres combined)  PID: 174400010 <ul style="list-style-type: none"> <li>MARKET PLACE SUBDIVISION LOT-001 BLOCK-001</li> </ul> PID: 174400020 <ul style="list-style-type: none"> <li>MARKET PLACE SUBDIVISION LOT-002 BLOCK-001</li> </ul> PID: 174400030 <ul style="list-style-type: none"> <li>MARKET PLACE SUBDIVISION LOT-003 BLOCK-001</li> </ul>
<b>PROJECT &amp; TIMELINE</b>	Our team envisions a mixed-use development on the site that would include multifamily housing, commercial and lodging. We would work with our design and development team along with City staff to put together overall development plan over the next six-months.  Deliverables from our team during this time would be: <ul style="list-style-type: none"> <li>Environmental, civils, and engineering review</li> <li>Site layout concepts for development for the entire site</li> <li>Land use and zoning compliance review (Developer shall confirm its proposed development would be in compliance with local zoning regulations and identify any necessary variances, conditional use permits,</li> </ul>

	<p>easements, or other development approvals (whether necessary at the local, state, or federal level)</p> <ul style="list-style-type: none"> <li>• Market and feasibility studies</li> <li>• Proforma development for the development</li> <li>• Financing options for development</li> <li>• Stormwater management review.</li> </ul> <p>If the Developer and City desire to move forward based on the results of the above, the Developer and City would endeavor to negotiate and enter into one or more Definitive Agreements, as defined below, including a purchase agreement for the City’s sale of the Site to Developer, by the end of the six months.</p>
<b>ACCESS</b>	<p>Developer is authorized by the City to execute an Investigative or Early Access Agreement with the City for purposes of obtaining temporary access to that portion of the Site, for purposes of conducting investigations and studies into the feasibility of the proposed development on the property. Such investigations and studies shall be conducted at the developer’s expense in accordance with the terms of the City’s standard Early Access Agreement and may include, but need not be limited to, environmental testing and survey work.</p>
<b>EXCLUSIVITY</b>	<p>Extending the original agreement an additional six months from the previous expiration date of August 21, 2023. The new expiration date will be February 21, 2024. During the extended six-month period, the City will not market the site or entertain other offers from other interested parties until. <i>(Note: The previous agreement was executed on February 21, 2023 and expired on August 21, 2023).</i></p>
<b>SNOW STORAGE</b>	<p>The Owner of the site, City of Waseca, should have rights to use the site for snow storage during this period of exclusivity. The developer will work with the City to arrange and coordinate snow storage on site if a portion of the site starts development during the period.</p>
<b>REPRESENTATION</b>	<p>Developer and City represent that neither party is represented by a broker related to this transaction.</p>

<p><b>DATA PRACTICES</b></p>	<p>Developer understands and acknowledges that the City is subject to and will follow the requirements of the Minnesota Government Data Practices Act (Minn. Stat. Ch. 13) and Open Meeting Law (Minn. Stat. Ch. 13D) with respect to its treatment of this document and any future negotiations regarding the Property.</p>
<p><b>NO CONTRACT</b></p>	<p>The proposed terms contained herein are subject to further review by City staff and are intended to serve as the starting point for further negotiations that may result in one or more formal agreements to be drafted by the City Attorney and approved by the City Council and executed by the City and Developer (the "Definitive Agreement(s)"). The only binding part of this agreement is the Exclusivity clause above that the City would not market the property or solicit other offers in the six-month time period, and no party may reasonably rely on any promise inconsistent with this paragraph.</p>

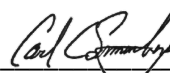
WASECA REAL ESTATE FUND LP  
General Partner



\_\_\_\_\_  
Madison Murphy, General Partner

Date: 9/26/2023

CITY OF WASECA



\_\_\_\_\_  
Carl Sonnenberg, City Manager

Date: 9.27.2023

**EARLY ACCESS AGREEMENT  
CITY OF WASECA**

This Agreement is made and entered into this [16] day of [March], 2023, by and between [1868 Investments LLC], a [LLC in Minnesota] (“Developer”), and the City of Waseca (“Owner”); (collectively, the “parties”).

WHEREAS, Owner is the owner of approximately [4.8] acres of real property described and depicted on Exhibit A attached hereto (the “Property”);

WHEREAS, Developer has submitted a preliminary proposal to the City for development of the Property, and the City is willing to allow the Developer temporary access to the Property for the purposes of conducting investigations and studies into the feasibility of the proposed development of the Property; and

WHEREAS, the parties desire to enter into this agreement for the purpose of allowing the Developer and City to continue to evaluate the feasibility and possibility of the Developer’s proposed development being further pursued.

NOW, THEREFORE, for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Permission to Enter Property and Conduct Investigations. Developer and its contractors and other agents shall have permission, at Developer’s sole expense, to enter the Property to conduct surveys, environmental site assessments, soil investigations (including but not limited to soil borings), and other similar studies or investigations on the Property. Nothing herein shall permit Developer to perform any invasive or destructive investigatory work in any paved portions of any public rights-of-way adjoining the Property.

2. Term of Access. Developer and its contractors and other agents shall have permission to enter the Property and conduct investigations of the Property under this Agreement commencing on the date of this Agreement and for a period of [ 180 ] days thereafter (the “Term”).

3. Hold Harmless and Indemnification. Developer shall indemnify, protect, save, hold harmless and insure Owner, and its respective officers, directors, employees and members and agents, from and against any and all claims and demands for, or litigation with respect to, all damages, including expenses, reasonable attorneys’ fees, and costs of alternative dispute resolution, which may arise out of or be caused by Developer or its agents, employees, contractors, with respect to Developer’s use of or presence on the Property. Developer shall defend Owner against the foregoing, or litigation in connection with the foregoing, at Developer’s expense, with counsel reasonably acceptable to Owner. Owner, at its expense, shall have the right to participate in the defense of any claims or litigation and shall have the right to approve any settlement, which approval shall not be unreasonably withheld. The indemnification provision of this Section shall not apply to damages or other losses proximately caused by or resulting from the negligence or willful misconduct of Owner. All indemnification obligations

shall survive termination of this Agreement, provided that the incident giving rise to the indemnification obligation must have occurred during the term of this Agreement.

4. Insurance. At all times throughout the term of this Agreement, Developer shall maintain at a minimum the following insurance coverage from financially solvent insurance carriers approved by the City:

- a. Statutory worker's compensation coverage;
- b. Commercial General Liability Insurance - \$2,000,000 combined single limit, written on an occurrence basis, insuring Developer against claims for bodily injury, death or property damage arising out of its general business activities (including automobile or vehicle use), and including endorsements to include contractual liability;
- c. Any other insurance coverages required by state or federal laws or regulations applicable to Developer.

Developer must cause certificate(s) of insurance evidencing the required coverages to be provided to the City Clerk on or prior to the effective date. The issuer of the certificate of insurance must provide the City ten days' written notice, by certified mail, prior to cancellation, non-renewal, or material change in the insurance policy(ies).

All insurance required by this Agreement must be primary insurance and not in excess of or contributing with other insurance which Developer or its designee may carry. All policies, excluding worker's compensation policies, must name the City as an additional insured. The applicable insurance policies required by this Agreement, must apply separately to City as if separate policies had been issued to Developer and the City.

5. Waiver and Assumption of Risk. Developer knows, understands, and acknowledges the risks and hazards associated with using the Property for the purposes permitted herein and hereby assumes any and all risks and hazards associated therewith. Developer hereby assumes liability, and agrees to be fully and exclusively responsible, for the safety of the persons and property of all of Developer's agents, representatives, participants, volunteers, guests and invitees while using the Property or the improvements thereon or performing maintenance thereon or otherwise present on the Property as a result of this Agreement. Developer hereby irrevocably waives any and all claims against the Owner or any of its officials, employees or agents for any bodily injury (including death), loss or property damage incurred by the Developer or any person present on the Property pursuant to this Agreement and hereby irrevocably releases and discharges the Owner and any of its officials, employees or agents from any and all such claims of liability related in any way to the Property or the Owner's maintenance, repair or other work conducted within the Property by the Developer or Owner or any other third party. The Owner shall have no liability to the Developer or Developer's agents, representatives, participants, volunteers, guests and invitees for personal injury or damage to property, including motor vehicles, occurring at or about the Property during any hours of use by the Developer.



6. Restoration of Property. Developer agrees to restore, or have its contractors and other agents restore, any land affected by any borings on the Property and after Developer's investigation of the Property is complete. Developer and Owner agree that Developer's obligation to restore the Property shall be limited to returning the land affected to the grade existing before the investigations and borings were conducted.


7. Non-Exclusive. The permissions granted the Developer under this Agreement, including but not limited to the permission to access the Property, are non-exclusive in nature.

8. Miscellaneous. This Agreement shall be deemed to have been made in the County of Waseca, Minnesota and governed by the laws of the State of Minnesota. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. This Agreement may be executed in two or more counterparts, all of which, taken together, shall be deemed to be one and the same document. Facsimile and e-mailed signatures shall be deemed to be originals; provided, however, that upon request of any party an original signed counterpart shall be transmitted to the requesting party by return mail.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

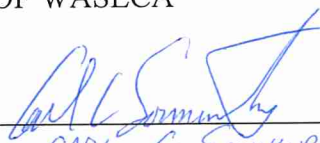
**DEVELOPER:**

\_\_\_\_\_

By:   
Name: Madison Murphy  
Title: General Partner

**OWNER:**

CITY OF WASECA

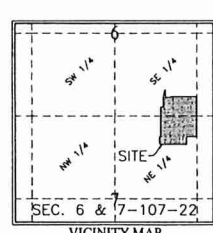
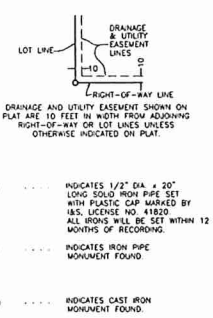
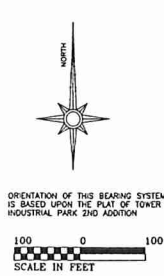
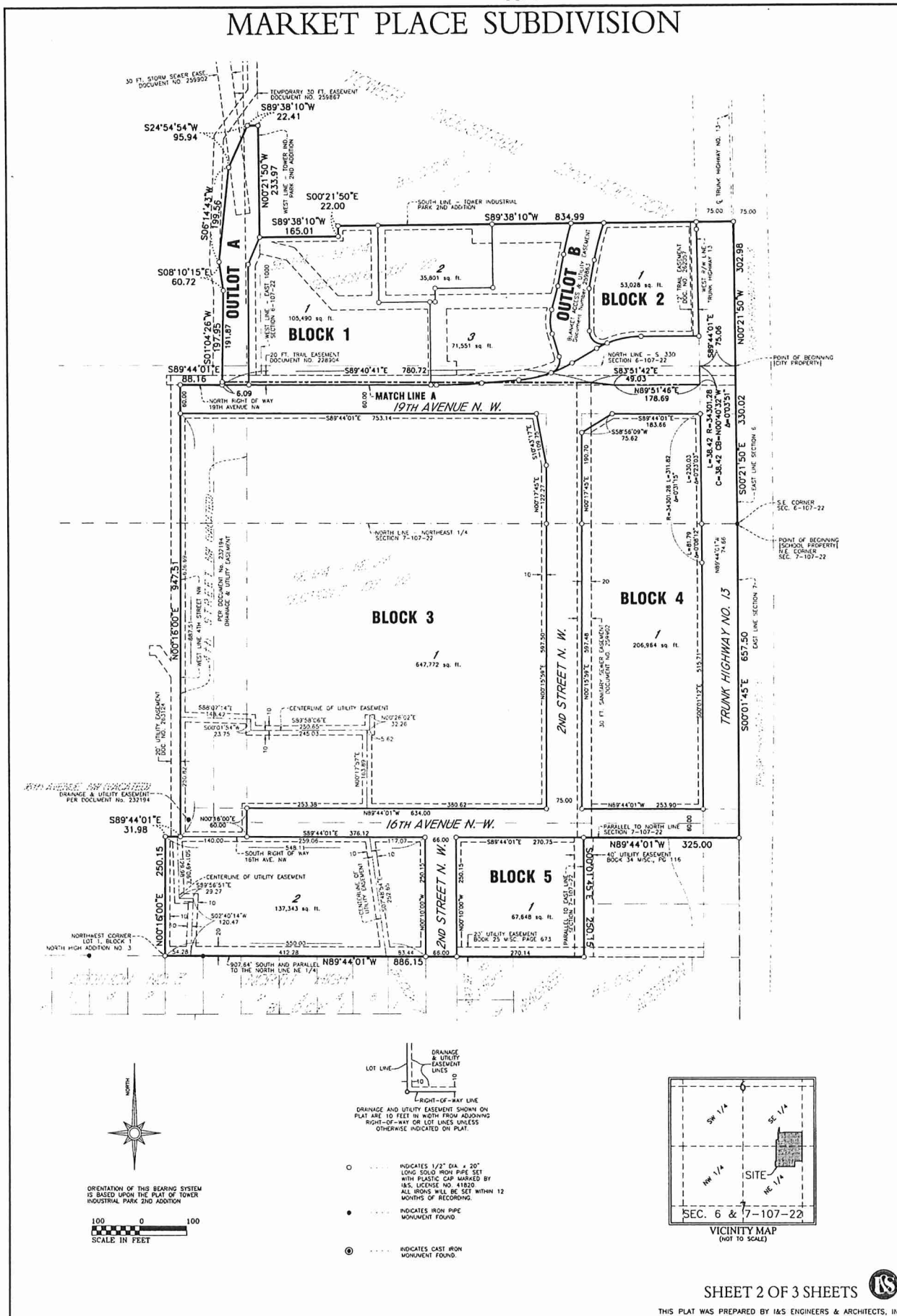
By:   
Name: CARL C. SPANGENBERG  
Title: CITY MANAGER  
RE: WASECA MARKET PLACE PROPERTY



**EXHIBIT A**

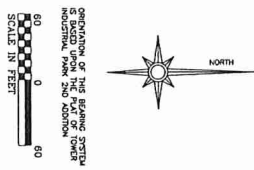
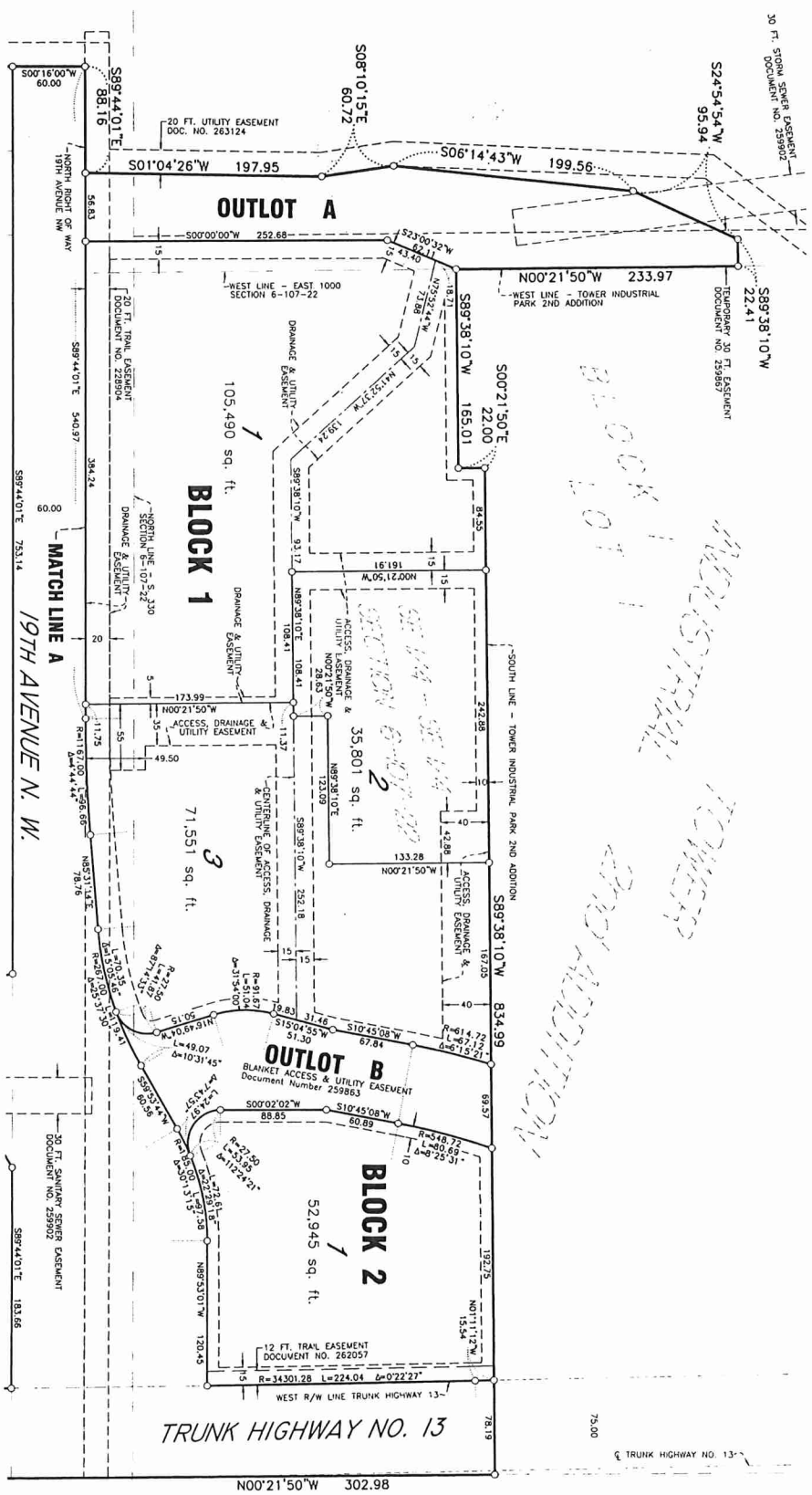
**DESCRIPTION AND DEPICTION OF PROPERTY**

# MARKET PLACE SUBDIVISION

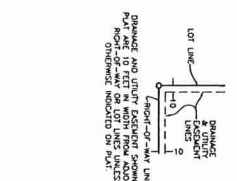
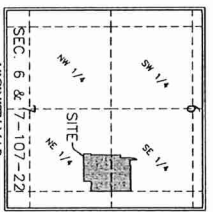


# MARKET PLACE SUBDIVISION

COPY



- INDICATES 1/4" DIA. x 30" LONG SODS FROM PINE SET BY MET. LOCUS NO. A1820
- INDICATES WELDED WITHIN 12" DIAMETER OF WELDED
- INDICATES IRON PIPE
- INDICATES IRON WELDED ROUND



# MARKET PLACE SUBDIVISION

### INSTRUMENT OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS: That the City of Waseca, a Minnesota Municipal corporation, and Independent School District No. 829, a Minnesota corporation, owners and proprietors of the following described property situated in the City of Waseca, County of Waseca, Minnesota, to wit:

All that part of the Southeast Quarter of the Southeast Quarter of Section 6, Township 107 North, Range 22 West, City of Waseca, Waseca County, Minnesota, described as follows:

Commencing at the southeast corner of Section 6; thence North 00 degrees 21 minutes 50 seconds West (assumed bearing) on the east line of Section 6, a distance of 330.02 feet to the north line of the South 330.00 feet of Section 6 to the point of beginning; thence continuing North 00 degrees 21 minutes 50 seconds West on the east line, a distance of 302.98 feet to the south line of TOWER INDUSTRIAL PARK 2ND ADDITION; thence South 89 degrees 38 minutes 10 seconds West on said south line, a distance of 834.99 feet; thence South 00 degrees 21 minutes 50 seconds East on said south line, a distance of 22.00 feet; thence South 89 degrees 38 minutes 10 seconds West on said south line, a distance of 165.01 feet to the west line of TOWER INDUSTRIAL PARK 2ND ADDITION; thence North 00 degrees 21 minutes 50 seconds West on said west line, a distance of 233.97 feet; thence South 89 degrees 38 minutes 10 seconds West, 22.41 feet; thence South 24 degrees 54 minutes 54 seconds West, 95.94 feet; thence South 06 degrees 14 minutes 43 seconds West, 199.56 feet; thence South 08 degrees 10 minutes 15 seconds East, 60.72 feet; thence South 01 degrees 04 minutes 26 seconds West, 191.87 feet; thence South 69 degrees 40 minutes 41 seconds East, 780.72 feet; thence South 83 degrees 51 minutes 42 seconds East, 49.03 feet; thence North 89 degrees 51 minutes 46 seconds East, 178.69 feet; thence northerly on the westerly right-of-way of Trunk Highway No. 13, a distance of 38.42 feet on a 34,301.28 foot radius curve to the left, not tangent to previous line, having a 38.42 foot chord that bears North 00 degrees 40 minutes 32 seconds West, and a central angle of 00 degrees 03 minutes 51 seconds to the north line of the South 330.00 feet of Section 6; thence South 89 degrees 44 minutes 01 seconds East on said north line, a distance of 75.06 feet to the point of beginning.

AND ALSO:

And all that part of the Northeast Quarter of the Northeast Quarter of Section 7, and all that part of the Southeast Quarter of the Southeast Quarter of Section 6, all in Township 107 North, Range 22 West, City of Waseca, Waseca County, Minnesota, described as follows:

Beginning at the northeast corner of Section 7; thence South 00 degrees 01 minutes 45 seconds East on the east line of the Northeast Quarter of Section 7, a distance of 657.50 feet; thence North 89 degrees 44 minutes 01 seconds West on a line parallel to the north line of the Northeast Quarter of Section 7, a distance of 325.00 feet; thence South 00 degrees 01 minutes 45 seconds East on a line parallel to the east line of Section 7, a distance of 250.15 feet; thence North 89 degrees 44 minutes 01 seconds West on a line 907.64 feet south and parallel with the north line of the Northeast Quarter of Section 7, a distance of 866.15 feet; thence North 00 degrees 16 minutes 00 seconds East, 250.15 feet; thence South 89 degrees 44 minutes 01 seconds East on a line parallel with said north line, a distance of 31.98 feet to the westerly extension of the south right-of-way line of 16th Avenue NW; thence North 00 degrees 16 minutes 00 seconds East on the west line of vacated 14th Street NW, a distance of 947.51 feet; thence South 89 degrees 44 minutes 01 seconds East on the north right-of-way line of 19th Avenue NW, a distance of 88.16 feet; thence North 01 degrees 04 minutes 26 seconds East, a distance of 6.09 feet; thence South 89 degrees 40 minutes 41 seconds East, 780.72 feet; thence South 83 degrees 51 minutes 42 seconds East, 49.03 feet; thence North 89 degrees 51 minutes 46 seconds East, 178.69 feet; thence northerly on the westerly right-of-way of Trunk Highway No. 13, a distance of 38.42 feet on a 34,301.28 foot radius curve to the left, not tangent to previous line, having a 38.42 foot chord that bears North 00 degrees 40 minutes 32 seconds West, and a central angle of 00 degrees 03 minutes 51 seconds to the north line of the South 330.00 feet of Section 6; thence South 89 degrees 44 minutes 01 seconds East on said south line, a distance of 75.06 feet to the east line of the Southeast Quarter of Section 6; thence South 00 degrees 21 minutes 50 seconds East on said east line of Section 6, a distance of 330.02 feet to the point of beginning.

Has caused the same to be surveyed and platted as MARKET PLACE SUBDIVISION and does hereby donate and dedicate to the public, for public use forever the avenues, streets, and highway and also dedicating the easements as shown on this plat for access, drainage and/or utility purposes only.

In witness thereof, said City of Waseca, a Minnesota Municipal corporation, have caused these presents to be signed by its proper officers this 2<sup>nd</sup> day of January, 2006.

*[Signature]*  
R.D. Srp, Mayor  
*[Signature]*  
Mary Buebnow, Records Secretary

### NOTARY CERTIFICATE

State of Minnesota )  
County of Waseca )

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of January, 2006 by R.D. Srp, Mayor for the City of Waseca, a Minnesota Municipal corporation.

*[Signature]*  
Notary Public, Waseca County, Minnesota  
My Commission Expires 1/31/2010

### NOTARY CERTIFICATE

State of Minnesota )  
County of Waseca )

The foregoing instrument was acknowledged before me this 5<sup>th</sup> day of January, 2006 by Mary Buebnow, Records Secretary for the City of Waseca, a Minnesota Municipal corporation.

*[Signature]*  
Notary Public, Waseca County, Minnesota  
My Commission Expires 1/31/2010

In witness thereof, said Independent School District No. 829, a Minnesota corporation, have caused these presents to be signed by its proper officer this 5<sup>th</sup> day of January, 2006.

*[Signature]*  
Robert W. Whitney, School Board Chairman  
*[Signature]*  
Gary Conrath, School Board Clerk

### NOTARY CERTIFICATE

State of Minnesota )  
County of Waseca )

The foregoing instrument was acknowledged before me this 5<sup>th</sup> day of January, 2006 by Robert W. Whitney, School Board Chairman for Independent School District No. 829, a Minnesota corporation.

*[Signature]*  
Notary Public, Waseca County, Minnesota  
My Commission Expires 1/31/2010

### NOTARY CERTIFICATE

State of Minnesota )  
County of Waseca )

The foregoing instrument was acknowledged before me this 5<sup>th</sup> day of January, 2006 by Gary Conrath, School Board Clerk for Independent School District No. 829, a Minnesota corporation.

*[Signature]*  
Notary Public, Waseca County, Minnesota  
My Commission Expires 1/31/2010

### SURVEYOR'S CERTIFICATE

I, John Veroveen, hereby certify that I have surveyed and platted the property described on this plat of MARKET PLACE SUBDIVISION, that this plat is a correct representation of the survey; that all distances are correctly shown on the plat in feet and hundredths of a foot; that all monuments have been, or will be, correctly placed in the ground as designated; that the outside boundary lines are correctly designated on the plat; and that there are no wetlands as defined in MS 505.02, Subd. 1, or public highways to be designated other than as shown on the plat.

*[Signature]*  
John Veroveen, Land Surveyor  
Minnesota License No. 41820

### NOTARY CERTIFICATE

State of Minnesota )  
County of Blue Earth )

The foregoing Surveyor Certificate was acknowledged before me this 29<sup>th</sup> day of December, 2005 by John Veroveen, Licensed Land Surveyor.

*[Signature]*  
Daniel Larry Stueber  
Notary Public, Blue Earth County, Minnesota  
My Commission Expires Jan. 31, 2010

### CITY COUNCIL

We do hereby certify that the within plat of MARKET PLACE SUBDIVISION was duly accepted and approved by the City Council of the City of Waseca, on this 2<sup>nd</sup> day of January, 2006 and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

*[Signature]*  
R.D. Srp, Mayor  
*[Signature]*  
Kris M. Busse, City Manager  
*[Signature]*  
Mary Buebnow, Records Secretary  
*[Signature]*  
Frederick Salabury, City Engineer

### TITLE OPINION

I, *[Signature]*, licensed attorney in the State of Minnesota, do hereby certify that the owners, as indicated hereon, represent all ownership interests in the land encompassed by this plat, this 5<sup>th</sup> day of January, 2006.

*[Signature]*  
Waseca City Attorney

### COUNTY TREASURER

I hereby certify that, on this the 3<sup>rd</sup> day of March, 2006, the current taxes have been paid on the land described herein.

*[Signature]*  
Waseca County Treasurer

### COUNTY AUDITOR

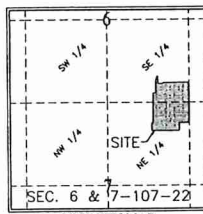
No delinquent taxes due and transfer entered this 3<sup>rd</sup> day of March, 2006.

*[Signature]*  
Waseca County Auditor

### COUNTY RECORDER

I hereby certify that this instrument was filed in the office of the County Recorder on this 6<sup>th</sup> day of March, 2006, at 9:30 o'clock A.M. and was duly recorded as Document No. 214573.

*[Signature]*  
Waseca County Recorder



**Comprehensive Plan Update – City Council Summary**

At their meeting on February 14<sup>th</sup>, the Planning Commission had initial discussions on the Future Land Use Map and Chapter 4: Parks, Open Space, Trails, Bike Lanes, & Sidewalk. It is anticipated that an initial review of Chapter 5: Public Facilities & Services will be completed at their next meeting on March 12<sup>th</sup>, along with a final review of Chapter 4: Parks, Open Space, Trails, Bike Lanes, & Sidewalk.