

**WORK SESSION- TRESPASS POLICY- 6:00 PM**  
REGULAR WASECA CITY COUNCIL MEETING  
TUESDAY, AUGUST 15, 2023, 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. 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. Drug Task Force-Ben Johnson
6. CONSENT AGENDA
  - A. Minutes: Council Meeting & Work Session –August 2, 2023
  - B. Payroll & Expenditures
  - C. Consent to Assignment of Residential Tax Abatement Agreement 1108 10<sup>th</sup> Avenue SE
  - D. Set Public Hearing for Off-Sale Liquor License Ordinance 1060 Text Amendment
7. ACTION AGENDA
  - A. Ordinance 1109 – Chapter 154 (Zoning) Text Amendments:
    1. Public Hearing: Driveway Text Amendments
    2. Public Hearing: Accessory Structure Text Amendments
    3. Public Hearing: Outdoor Seating Text Amendments
  - B. Resolution 23-27 & 23-28: Liquor License Violation Hearings
  - C. Trespass Policy
  - D. Liquor License Premise Extension - Katie O’Leary’s, Barden’s, Box Car, September 2, 2023
8. REPORTS
  - A. City Manager’s Report
  - B. Commission Reports
  - C. Comprehensive Plan Update-written update within the packet.
9. ANNOUNCEMENTS
10. ADJOURNMENT

**MINUTES  
REGULAR WASECA CITY COUNCIL MEETING  
TUESDAY, AUGUST 2, 2023, 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  
Penny Vought, Police Chief  
Alicia Fisher, Finance and Human Resources Director  
Tina Wilson, PCED, Economic Development Manager

**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 Ebertowski made a motion to approve the agenda as amended to add 5C, introduction of Cindy Kolander, the new executive director of the Waseca Neighborhood Service Center, seconded by Councilmember Arndt. Motion carried 7-0.

**PUBLIC COMMENT**

4. A A letter from Al Kampen was read into the record by Mayor Zimmerman. Mr. Kampen requested that the city council consider allowing the use of Golf Carts on City streets

**REQUESTS AND PRESENTATIONS**

5. A. Penney Vought, Waseca Chief of Police, and as the oldest member of the police department, introduced the newest and youngest member of the police department, Seth Crouse.
- B. Sara Scheffert with Southern Minnesota Initiatives Foundation gave their annual report and asked for continuing financial support of \$2,000 from the City.
- C. Rev. Larry Sipe, EA, introduced Cindy Kolander as the new executive director of the Waseca Neighborhood Service Center.

**CONSENT AGENDA**

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

## **ACTION AGENDA**

7. None

## **REPORTS**

8. A. City Manager's Report:  
i. None
- B. Commission Reports:
- i. Airport Board: Council member Schroeder reported that the AB met last week, they continue to make repairs, they are still waiting for the federal grant funding to arrive to finish repairs. They have started looking at the Airport Capital Improvement Plan.
- ii. Fire Relief Board met last Wednesday; they have two upcoming events; the 1<sup>st</sup> is the Burgers and Fries Event held in conjunction with the Treats on the Street night in October. The 2<sup>nd</sup> is that with the monies raised from the fish fry they are going to purchase a K-12FD Fire Rescue Saw

## **ANNOUNCEMENTS**

9. A. Councilmember Mansfield:  
i. Thanks to everyone who came out for the Nite to Unite Tonight event, last night; thanks for the hot dogs from the local police, he was happy to see everyone out
- B. Councilmember Conrath:  
i. Wanted to say thank you to Steve Jes for serving on the Heritage Preservation Commission and the Planning Commission.
- C. Councilmember Schroeder:  
i. Wanted to thank you to those who made the Nite to Unite event possible last night, it was good to see so many families out being able to interact with so many community members with the EMS, police, and fire, and enjoying themselves in one of our city parks.
- C. Mayor Zimmerman:  
i. Shoutout to the Waseca Braves Baseball Team; they are having a good year, they are still in the playoffs. The Tink Larsen folks have really taken care of the team this year.

## **ADJOURNMENT**

10. There being no further business to be brought before the Council, Arndt moved to adjourn the meeting at 9:00 p.m., seconded by Conrath. Motion carried 6-1. (Nay - Councilmember Ebertowski)

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RANDY L. ZIMMERMAN  
MAYOR

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JULIA HALL  
CITY CLERK

**MINUTES**  
**WASECA CITY COUNCIL WORK SESSION**  
**TUESDAY, AUGUST 2, 2023, 6:00 P.M.**

**CALL TO ORDER**

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

**ROLL CALL**

|                         |                       |                            |
|-------------------------|-----------------------|----------------------------|
| Councilmembers Present: | Mayor Randy Zimmerman | Mark Christiansen (6:03pm) |
|                         | Jeremy Conrath        | James Ebertowski           |
|                         | John Mansfield.       | Stacey Schroeder           |
|                         | Daren Arndt           |                            |

Staff Present: Carl Sonnenberg, City Manager  
Alicia Fischer, Finance/Human Resources Director  
Tina Wilson, PCED, Economic Development Manager  
Penney Vought, Director of Public Safety

**PURPOSE**

To review the preliminary budget numbers for the Fiscal Year 2024 General Fund

**CONVERSATION**

- Alicia Fischer, Director of Finance and Human Resources, provided information pertaining to the current employee count for the city of Waseca, along with a printout providing General Fund Detail and Summary

This being a presentation with no action items, the work session adjourned at 6:56 p.m.

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JULIA HALL  
CITY CLERK

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RANDY L. ZIMMERMAN  
MAYOR

Micah Fischer

6B

LIST OF EXPENDITURES

August 15, 2023

Carl S. S. S.

=====  
City Council 0.00  
Streets 28,661.14  
Parks 15,887.47  
Wastewater 12,424.26  
Utility Administration 5,525.94  
Utility Offices 8,065.66  
Electric 17,341.14  
Water 4,901.27  
Building and Code Compliance 3,007.71  
Police 66,317.50  
Administration 0.00  
Community Aides 0.00  
Fire 7,697.70  
Paid On Call Fire Department 6,208.52  
PEG 230.91  
Election Judges 0.00  
Finance 13,182.30  
Community Development 2,238.78  
Engineering 17,178.55  
Recreation 22,016.52  
Econ Development 3,034.69

Total Gross Payroll 233,920.06

\*Less- Payroll Deductions (73,577.63)

Net Payroll Cost \$ 160,342.43

\*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:  
July 28, 2023-August 10, 2023  
Includes check #'s 159532-159576  
Bank ACH Withdrawals..... 516,596.45

GRAND TOTAL EXPENDITURES \$ 676,938.88

| Check<br>Issue Date | Check<br>Number | Payee  | Description                                  | Invoice<br>GL Account | Check<br>Amount |   |
|---------------------|-----------------|--|--|-----------------------|-----------------|---|
| <b>General Fund</b> |                 |  |  |                       |                 |   |
| 08/10/2023          | 82308           | ACH Internal Revenue Service   | FEDERAL WITHHOLDING TAX Pay Period: 8/6/2023 | 101-21701-0000        | 19,415.63       | M |
| Total 101217010000: |                 |  |  |                       | 19,415.63       |   |
| 08/10/2023          | 82304           | MN Department of Revenue   | STATE WITHHOLDING TAX Pay Period: 8/6/2023   | 101-21702-0000        | 9,826.07        | M |
| Total 101217020000: |                 |  |  |                       | 9,826.07        |   |
| 08/10/2023          | 82308           | ACH Internal Revenue Service   | SOCIAL SECURITY Pay Period: 8/6/2023         | 101-21703-0000        | 9,508.10        | M |
| 08/10/2023          | 82308           | ACH Internal Revenue Service   | SOCIAL SECURITY Pay Period: 8/6/2023         | 101-21703-0000        | 9,934.04        | M |
| Total 101217030000: |                 |  |  |                       | 19,442.14       |   |
| 08/10/2023          | 82305           | Public Employees Retirement Assn (ACH August 10th Rounding                           |  | 101-21704-0000        | .07             | M |
| 08/10/2023          | 82305           | Public Employees Retirement Assn (ACH PERA COORD Emplr 1% Pay Period: 8/6/2023       |  | 101-21704-0000        | 1,334.52        | M |
| 08/10/2023          | 82305           | Public Employees Retirement Assn (ACH PERA COORDINATED Employee Pay Period: 8/6/2023 |  | 101-21704-0000        | 8,674.65        | M |
| 08/10/2023          | 82305           | Public Employees Retirement Assn (ACH PERA POLICE Employee Pay Period: 8/6/2023      |  | 101-21704-0000        | 8,081.18        | M |
| 08/10/2023          | 82305           | Public Employees Retirement Assn (ACH PERA COORDINATED Employer Pay Period: 8/6/2023 |  | 101-21704-0000        | 8,674.65        | M |
| 08/10/2023          | 82305           | Public Employees Retirement Assn (ACH PERA POLICE Employer Pay Period: 8/6/2023      |  | 101-21704-0000        | 12,121.79       | M |
| Total 101217040000: |                 |  |  |                       | 38,886.86       |   |
| 08/09/2023          | 159532          | IBEW   | IBEW UNION DUES Pay Period: 8/6/2023         | 101-21707-0000        | 282.47          |   |
| 08/09/2023          | 159533          | IUOE Local #70   | FIRE UNION DUES Pay Period: 8/6/2023         | 101-21707-0000        | 154.50          |   |
| 08/09/2023          | 159533          | IUOE Local #70   | IUOE UNION DUES Pay Period: 8/6/2023         | 101-21707-0000        | 527.50          |   |
| 08/09/2023          | 159534          | Law Enforcement Labor Services   | POLICE SGT/LT DUES Pay Period: 8/6/2023      | 101-21707-0000        | 135.00          |   |
| 08/09/2023          | 159534          | Law Enforcement Labor Services   | POLICE UNION DUES Pay Period: 8/6/2023       | 101-21707-0000        | 810.00          |   |
| Total 101217070000: |                 |  |  |                       | 1,909.47        |   |
| 08/09/2023          | 159537          | MN Life  | Bruder August 2023 COBRA                     | 101-21710-0000        | 24.75           |   |
| 08/09/2023          | 159537          | MN Life  | LIFE INSURANCE MN Pay Period: 8/6/2023       | 101-21710-0000        | 1,064.25        |   |
| 08/09/2023          | 159537          | MN Life  | Grotberg August 2023 COBRA                   | 101-21710-0000        | 93.75           |   |
| 08/09/2023          | 159537          | MN Life  | Youngberg August 2023 COBRA                  | 101-21710-0000        | 23.30           |   |
| 08/09/2023          | 159537          | MN Life  | Janda Ferguson August 2023 Spousal Coverage  | 101-21710-0000        | 5.00            |   |
| 08/09/2023          | 159537          | MN Life  | Gedicke August 2023 COBRA                    | 101-21710-0000        | 23.30           |   |
| 08/09/2023          | 159537          | MN Life  | Dodson August 2023 COBRA                     | 101-21710-0000        | 44.10           |   |
| 08/09/2023          | 159537          | MN Life  | LIFE INSURANCE MN Pay Period: 8/6/2023       | 101-21710-0000        | 662.35          |   |
| Total 101217100000: |                 |  |  |                       | 1,940.80        |   |
| 08/10/2023          | 82308           | ACH Internal Revenue Service   | MEDICARE Pay Period: 8/6/2023                | 101-21712-0000        | 3,124.78        | M |
| 08/10/2023          | 82308           | ACH Internal Revenue Service   | MEDICARE Pay Period: 8/6/2023                | 101-21712-0000        | 3,224.40        | M |
| Total 101217120000: |                 |  |  |                       | 6,349.18        |   |
| 08/10/2023          | 82309           | MSRS- (DEF COMP)   | MSRS - ROTH (AFTER TAX) Pay Period: 8/6/2023 | 101-21713-0000        | 1,325.00        | M |
| 08/10/2023          | 82309           | MSRS- (DEF COMP)   | MSRS - DEF COMP Pay Period: 8/6/2023         | 101-21713-0000        | 1,049.00        | M |
| Total 101217130000: |                 |  |  |                       | 2,374.00        |   |
| 08/10/2023          | 82307           | Vantagepoint Transfer Agents 457   | ICMA - ROTH (AFTER TAX) Pay Period: 8/6/2023 | 101-21714-0000        | 350.00          | M |
| 08/10/2023          | 82307           | Vantagepoint Transfer Agents 457   | ICMA DEF COMPENSATION Pay Period: 8/6/2023   | 101-21714-0000        | 603.43          | M |

| Check<br>Issue Date | Check<br>Number | Payee                               | Description                                 | Invoice<br>GL Account | Check<br>Amount |   |
|---------------------|-----------------|-------------------------------------|---|-----------------------|-----------------|---|
| Total 101217140000: |                 |                                     |   |                       | 953.43          |   |
| 08/10/2023          | 82311           | Medsurety                           | VEBA Contributions Pay Period: 8/6/2023     | 101-21716-0000        | 10,547.45       | M |
| 08/10/2023          | 82311           | Medsurety                           | Angie Grotberg August 2023 Contribution     | 101-21716-0000        | 283.75          | M |
| 08/10/2023          | 82311           | Medsurety                           | HSA Contribution Pay Period: 8/6/2023       | 101-21716-0000        | 1,872.27        | M |
| 08/10/2023          | 82311           | Medsurety                           | HSA Contribution Pay Period: 8/6/2023       | 101-21716-0000        | 8,507.74        | M |
| Total 101217160000: |                 |                                     |   |                       | 21,211.21       |   |
| 08/10/2023          | 82306           | MN Child Support Payment Center     | CHILD SUPPORT FLAT AMT Pay Period: 8/6/2023 | 101-21717-0000        | 1,005.07        | M |
| Total 101217170000: |                 |                                     |   |                       | 1,005.07        |   |
| 08/09/2023          | 159536          | Metropolitan Life Insurance Company | DENTAL EE + CHLDRN Pay Period: 8/6/2023     | 101-21719-0000        | 153.20          |   |
| 08/09/2023          | 159536          | Metropolitan Life Insurance Company | Bruder August 2023 COBRA                    | 101-21719-0000        | 28.20           |   |
| 08/09/2023          | 159536          | Metropolitan Life Insurance Company | Gedicke August 2023 COBRA                   | 101-21719-0000        | 28.20           |   |
| 08/09/2023          | 159536          | Metropolitan Life Insurance Company | Grotberg August 2023 COBRA                  | 101-21719-0000        | 28.20           |   |
| 08/09/2023          | 159536          | Metropolitan Life Insurance Company | Meyer August 2023 COBRA                     | 101-21719-0000        | 57.66           |   |
| 08/09/2023          | 159536          | Metropolitan Life Insurance Company | Schult August 2023 COBRA                    | 101-21719-0000        | 57.66           |   |
| 08/09/2023          | 159536          | Metropolitan Life Insurance Company | Crouse July 2023 Payment                    | 101-21719-0000        | 28.20           |   |
| 08/09/2023          | 159536          | Metropolitan Life Insurance Company | DENTAL SINGLE Employee Pay Period: 8/6/2023 | 101-21719-0000        | 394.80          |   |
| 08/09/2023          | 159536          | Metropolitan Life Insurance Company | DENTAL FAMILY Employee Pay Period: 8/6/2023 | 101-21719-0000        | 884.00          |   |
| 08/09/2023          | 159536          | Metropolitan Life Insurance Company | DENTAL EE + SPOUSE Pay Period: 8/6/2023     | 101-21719-0000        | 461.28          |   |
| Total 101217190000: |                 |                                     |   |                       | 2,121.40        |   |
| 08/09/2023          | 22336           | Family Medical Care Plan            | FMCP Single Pay Period: 2/19/2023           | 101-21720-0000        | 22.47-          | V |
| 08/09/2023          | 22336           | Family Medical Care Plan            | FMCP Single Pay Period: 2/5/2023            | 101-21720-0000        | 22.48-          | V |
| 08/09/2023          | 22336           | Family Medical Care Plan            | FMCP Single Pay Period: 2/5/2023            | 101-21720-0000        | 427.03-         | V |
| 08/09/2023          | 22336           | Family Medical Care Plan            | FMCP Single Pay Period: 2/19/2023           | 101-21720-0000        | 427.02-         | V |
| Total 101217200000: |                 |                                     |   |                       | 899.00-         |   |
| 08/10/2023          | 82310           | VSP                                 | Grotberg August 2023 COBRA                  | 101-21722-0000        | 6.77            | M |
| 08/10/2023          | 82310           | VSP                                 | VISION FAMILY Employee Pay Period: 8/6/2023 | 101-21722-0000        | 148.33          | M |
| 08/10/2023          | 82310           | VSP                                 | Bruder August 2023 COBRA                    | 101-21722-0000        | 6.77            | M |
| 08/10/2023          | 82310           | VSP                                 | Rugger August 2023 COBRA                    | 101-21722-0000        | 12.23           | M |
| 08/10/2023          | 82310           | VSP                                 | Schult August 2023 COBRA                    | 101-21722-0000        | 12.23           | M |
| 08/10/2023          | 82310           | VSP                                 | Crouse July 2023 Payment                    | 101-21722-0000        | 6.77            | M |
| 08/10/2023          | 82310           | VSP                                 | Spies August 2023 COBRA                     | 101-21722-0000        | 6.77            | M |
| 08/10/2023          | 82310           | VSP                                 | VISION SINGLE Employee Pay Period: 8/6/2023 | 101-21722-0000        | 81.24           | M |
| 08/10/2023          | 82310           | VSP                                 | VISION + ONE Employee Pay Period: 8/6/2023  | 101-21722-0000        | 110.07          | M |
| Total 101217220000: |                 |                                     |   |                       | 391.18          |   |
| 08/09/2023          | 22336           | Family Medical Care Plan            | FMCP Family Pay Period: 2/19/2023           | 101-21724-0000        | 351.00-         | V |
| 08/09/2023          | 22336           | Family Medical Care Plan            | FMCP Family Pay Period: 2/5/2023            | 101-21724-0000        | 351.00-         | V |
| 08/09/2023          | 22336           | Family Medical Care Plan            | FMCP Family Pay Period: 2/19/2023           | 101-21724-0000        | 3,159.00-       | V |
| 08/09/2023          | 22336           | Family Medical Care Plan            | FMCP Family Pay Period: 2/5/2023            | 101-21724-0000        | 3,159.00-       | V |
| Total 101217240000: |                 |                                     |   |                       | 7,020.00-       |   |
| 08/10/2023          | 20230668        | Schroeder, Stacey                   | Technology Reimbursement                    | 101-41110-3200        | 1,000.00        |   |

| Check<br>Issue Date | Check<br>Number | Payee                           | Description                            | Invoice<br>GL Account | Check<br>Amount |
|---------------------|-----------------|---------------------------------|--|-----------------------|-----------------|
| Total 101411103200: |                 |                                 |  |                       | 1,000.00        |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Clerk Academy                          | 101-41320-3300        | 250.00          |
| Total 101413203300: |                 |                                 |  |                       | 250.00          |
| 08/09/2023          | 159535          | Madison National Life Insurance | August 2023 LTD                        | 101-41500-1340        | 61.60           |
| Total 101415001340: |                 |                                 |  |                       | 61.60           |
| 08/10/2023          | 82302           | Medsurety                       | Admin Fees                             | 101-41500-1600        | 207.00 M        |
| Total 101415001600: |                 |                                 |  |                       | 207.00          |
| 08/10/2023          | 20230635        | Abdo                            | HR Consulting Services - June          | 101-41500-3000        | 7,852.25        |
| Total 101415003000: |                 |                                 |  |                       | 7,852.25        |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Overnight Satisfaction of Mortgage     | 101-41500-3200        | 28.75           |
| Total 101415003200: |                 |                                 |  |                       | 28.75           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Symposium-Jungworth & Keck             | 101-41500-3300        | 470.00          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Lodging for Symposium-Jungwirth        | 101-41500-3300        | 297.99          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Lodging for Symposium-Keck             | 101-41500-3300        | 297.99          |
| Total 101415003300: |                 |                                 |  |                       | 1,065.98        |
| 08/10/2023          | 20230657        | Kennedy & Kennedy Law Office    | Legal Fees                             | 101-41600-3000        | 2,023.00        |
| Total 101416003000: |                 |                                 |  |                       | 2,023.00        |
| 08/10/2023          | 20230662        | Metro Sales Inc.                | Maintenance Agreement                  | 101-41920-3100        | 1,902.65        |
| 08/10/2023          | 20230662        | Metro Sales Inc.                | Maintenance Agreement                  | 101-41920-3100        | 675.33          |
| 08/10/2023          | 20230666        | Pantheon Computer Systems Inc.  | 2023 Maintanance Agreement             | 101-41920-3100        | 6,621.02        |
| 08/10/2023          | 20230666        | Pantheon Computer Systems Inc.  | 2023 Maintanance Agreement             | 101-41920-3100        | 2,762.06        |
| 08/10/2023          | 20230666        | Pantheon Computer Systems Inc.  | Mail Migration                         | 101-41920-3100        | 2,000.00        |
| Total 101419203100: |                 |                                 |  |                       | 13,961.06       |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Adobe Subscription                     | 101-41920-4950        | 142.96          |
| Total 101419204950: |                 |                                 |  |                       | 142.96          |
| 08/10/2023          | 20230636        | Amazon                          | Legal Pads                             | 101-41940-2000        | 20.16           |
| 08/10/2023          | 20230654        | Innovative Office Supply        | Office supplies                        | 101-41940-2000        | 159.02          |
| 08/10/2023          | 20230654        | Innovative Office Supply        | Folders-office supplies                | 101-41940-2000        | 10.97           |
| Total 101419402000: |                 |                                 |  |                       | 190.15          |
| 08/10/2023          | 159545          | Cintas Corporation              | First Aid Cabinet Supplies - City Hall | 101-41940-2170        | 88.07           |
| 08/10/2023          | 20230654        | Innovative Office Supply        | Forks for breakroom                    | 101-41940-2170        | 39.98           |
| 08/10/2023          | 20230654        | Innovative Office Supply        | Plates for breakroom                   | 101-41940-2170        | 129.49          |



| Check<br>Issue Date | Check<br>Number | Payee                           | Description                                      | Invoice<br>GL Account | Check<br>Amount |
|---------------------|-----------------|---------------------------------|--|-----------------------|-----------------|
| Total 101419402170: |                 |                                 |  |                       | 257.54          |
| 08/10/2023          | 159543          | Cintas Corp                     | Floor Mats                                       | 101-41940-3100        | 58.79           |
| 08/10/2023          | 159547          | Culligan                        | RO Lease   | 101-41940-3100        | 31.85           |
| 08/10/2023          | 159564          | Orkin Pest Control              | City Hall Pest Control                           | 101-41940-3100        | 109.99          |
| 08/10/2023          | 159564          | Orkin Pest Control              | City Hall Pest Control                           | 101-41940-3100        | 109.99          |
| 08/10/2023          | 20230670        | Stoltz Cleaning Services LLC    | City Hall Cleaning                               | 101-41940-3100        | 475.00          |
| 08/10/2023          | 20230670        | Stoltz Cleaning Services LLC    | City Hall Cleaning                               | 101-41940-3100        | 475.00          |
| 08/10/2023          | 20230681        | Waste Management of Southern MN | Monthly Service                                  | 101-41940-3100        | 227.58          |
| Total 101419403100: |                 |                                 |  |                       | 1,488.20        |
| 08/10/2023          | 82313           | City of Waseca                  | July Utilities                                   | 101-41940-3800        | 1,407.55 M      |
| Total 101419403800: |                 |                                 |  |                       | 1,407.55        |
| 08/10/2023          | 159553          | Jetter Clean Inc.               | Drain cleaning                                   | 101-41940-4000        | 415.00          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Return of HVAC Vents                             | 101-41940-4000        | 49.16-          |
| Total 101419404000: |                 |                                 |  |                       | 365.84          |
| 08/09/2023          | 159535          | Madison National Life Insurance | August 2023 LTD                                  | 101-41950-1340        | 13.10           |
| 08/09/2023          | 159535          | Madison National Life Insurance | August 2023 LTD                                  | 101-41950-1340        | 24.72           |
| Total 101419501340: |                 |                                 |  |                       | 37.82           |
| 08/10/2023          | 82312           | Verizon Wireless                | Monthly Billing                                  | 101-41950-3200        | 20.56 M         |
| Total 101419503200: |                 |                                 |  |                       | 20.56           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Parking while at EDAM conference                 | 101-41950-3300        | 10.00           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Lodging while at EDAM Conference in Rochester    | 101-41950-3300        | 394.98          |
| Total 101419503300: |                 |                                 |  |                       | 404.98          |
| 08/10/2023          | 159551          | HKS Construction LLC            | Nissen SAC & WAC Fees waived - Tax Abatement     | 101-41950-4500        | 2,330.00        |
| 08/10/2023          | 159562          | Neleman, Paul                   | Seifert SAC & WAC Fees waived - Tax Abatement    | 101-41950-4500        | 2,330.00        |
| 08/10/2023          | 159569          | Rome Reichel Construction       | Schoenfeld SAC & WAC fees waived - Tax Abatement | 101-41950-4500        | 2,330.00        |
| Total 101419504500: |                 |                                 |  |                       | 6,990.00        |
| 08/09/2023          | 159535          | Madison National Life Insurance | August 2023 LTD                                  | 101-42100-1340        | 482.35          |
| Total 101421001340: |                 |                                 |  |                       | 482.35          |
| 08/10/2023          | 20230654        | Innovative Office Supply        | Office Supplies - Police                         | 101-42100-2000        | 67.70           |
| Total 101421002000: |                 |                                 |  |                       | 67.70           |
| 08/10/2023          | 20230636        | Amazon                          | Battery back-ups - Police                        | 101-42100-2170        | 99.96           |
| 08/10/2023          | 159545          | Cintas Corporation              | First Aid PD                                     | 101-42100-2170        | 45.75           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | New Trail Camera and 2 SD Cards for camera       | 101-42100-2170        | 172.56          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Batteries for door access power back up panels   | 101-42100-2170        | 95.67           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                  | Refund from exchanging batteries                 | 101-42100-2170        | 4.40-           |

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| Total 101421002170: |                 |                                    |  |                       | 409.54          |
| 08/10/2023          | 20230640        | Chrz, Jared                        | Uniform Allowance -Chrz                                      | 101-42100-2180        | 232.59          |
| 08/10/2023          | 20230650        | Gruenhagen, Elizabeth              | Vest mounting strap and leg shroud                           | 101-42100-2180        | 93.00           |
| 08/10/2023          | 20230671        | Streicher's                        | Uniform New Hire - Madden                                    | 101-42100-2180        | 1,251.00        |
| Total 101421002180: |                 |                                    |  |                       | 1,576.59        |
| 08/10/2023          | 159556          | Manthe Garage Doors                | garage door repair - PD                                      | 101-42100-2230        | 145.50          |
| 08/10/2023          | 159556          | Manthe Garage Doors                | Garage door repair - PD                                      | 101-42100-2230        | 1,297.50        |
| 08/10/2023          | 159565          | Paape Distributing Co              | PSB building expense   | 101-42100-2230        | 203.61          |
| Total 101421002230: |                 |                                    |  |                       | 1,646.61        |
| 08/10/2023          | 159543          | Cintas Corp                        | Mats - PD  | 101-42100-3100        | 8.99            |
| 08/10/2023          | 159543          | Cintas Corp                        | Mats - PD  | 101-42100-3100        | 8.99            |
| 08/10/2023          | 159547          | Culligan                           | Culligan Police  | 101-42100-3100        | 32.95           |
| 08/10/2023          | 159571          | Thomson Reuters - West             | Clear expense  | 101-42100-3100        | 294.82          |
| 08/10/2023          | 20230681        | Waste Management of Southern MN    | Monthly Service  | 101-42100-3100        | 120.53          |
| Total 101421003100: |                 |                                    |  |                       | 466.28          |
| 08/10/2023          | 82312           | Verizon Wireless                   | Monthly Billing  | 101-42100-3200        | 1,064.13 M      |
| 08/10/2023          | 82312           | Verizon Wireless                   | Monthly Billing  | 101-42100-3200        | 41.12 M         |
| Total 101421003200: |                 |                                    |  |                       | 1,105.25        |
| 08/10/2023          | 159558          | MN DARE Inc                        | Dare Officer Training  | 101-42100-3300        | 1,300.00        |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | Firearms instructor training                                 | 101-42100-3300        | 925.00          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | Fuel to go to training in St. Paul                           | 101-42100-3300        | 24.50           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | Lunch while at training                                      | 101-42100-3300        | 14.38           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | Fuel to get back from training                               | 101-42100-3300        | 10.00           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | Foundation instructor trainer-use of force instructor traini | 101-42100-3300        | 1,099.00        |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | Drug interdution class-Hartle                                | 101-42100-3300        | 668.47          |
| Total 101421003300: |                 |                                    |  |                       | 4,041.35        |
| 08/10/2023          | 82313           | City of Waseca                     | July Utilities   | 101-42100-3800        | 768.32 M        |
| Total 101421003800: |                 |                                    |  |                       | 768.32          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | Flash hider  | 101-42100-4370        | 114.85          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | Slings, Sling Mount front & rear & bipod                     | 101-42100-4370        | 391.62          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | Vortex optic, Optic Mount                                    | 101-42100-4370        | 676.07          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | MRO Optic  | 101-42100-4370        | 440.18          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | MRO Optic  | 101-42100-4370        | 440.18          |
| Total 101421004370: |                 |                                    |  |                       | 2,062.90        |
| 08/10/2023          | 20230675        | U.S. Bank - CC                     | Nite to Unite supplies                                       | 101-42100-4640        | 227.76          |
| Total 101421004640: |                 |                                    |  |                       | 227.76          |
| 08/10/2023          | 20230678        | Waseca Clarks Grove Vet Clinic LLP | Vet services - PD - Dangerous Dog                            | 101-42150-3100        | 372.70          |

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| Total 101421503100: |                 |                                       |  |                       | 372.70          |
| 08/09/2023          | 159535          | Madison National Life Insurance       | August 2023 LTD                          | 101-42200-1340        | 51.04           |
| Total 101422001340: |                 |                                       |  |                       | 51.04           |
| 08/10/2023          | 159545          | Cintas Corporation                    | First Aid Fire                           | 101-42200-2170        | 32.88           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                        | New Tv's for Fire                        | 101-42200-2170        | 476.00          |
| Total 101422002170: |                 |                                       |  |                       | 508.88          |
| 08/10/2023          | 20230663        | Municipal Emergency Services Inc.     | Uniforms 2022 Turnout gear 4 ff          | 101-42200-2180        | 12,605.00       |
| Total 101422002180: |                 |                                       |  |                       | 12,605.00       |
| 08/10/2023          | 159543          | Cintas Corp                           | Mats -FD                                 | 101-42200-3100        | 8.98            |
| 08/10/2023          | 159543          | Cintas Corp                           | Mats -FD                                 | 101-42200-3100        | 8.98            |
| 08/10/2023          | 20230681        | Waste Management of Southern MN       | Monthly Service                          | 101-42200-3100        | 120.53          |
| Total 101422003100: |                 |                                       |  |                       | 138.49          |
| 08/10/2023          | 82312           | Verizon Wireless                      | Monthly Billing                          | 101-42200-3200        | 46.12 M         |
| Total 101422003200: |                 |                                       |  |                       | 46.12           |
| 08/10/2023          | 159542          | Centerpoint Energy                    | Monthly Service                          | 101-42200-3800        | 19.04           |
| 08/10/2023          | 82313           | City of Waseca                        | July Utilities                           | 101-42200-3800        | 768.32 M        |
| 08/10/2023          | 82313           | City of Waseca                        | July Utilities                           | 101-42200-3800        | 207.55 M        |
| Total 101422003800: |                 |                                       |  |                       | 994.91          |
| 08/10/2023          | 159550          | Equipment Management Company          | Repair of Combi tool                     | 101-42200-4040        | 688.50          |
| Total 101422004040: |                 |                                       |  |                       | 688.50          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                        | Weather App Subscription                 | 101-42200-4330        | 99.95           |
| Total 101422004330: |                 |                                       |  |                       | 99.95           |
| 08/09/2023          | 159535          | Madison National Life Insurance       | August 2023 LTD                          | 101-42400-1340        | 24.05           |
| 08/09/2023          | 159535          | Madison National Life Insurance       | August 2023 LTD                          | 101-42400-1340        | 6.81            |
| Total 101424001340: |                 |                                       |  |                       | 30.86           |
| 08/10/2023          | 20230641        | City Building Inspection Services LLC | building inpsctions                      | 101-42400-3000        | 5,109.83        |
| Total 101424003000: |                 |                                       |  |                       | 5,109.83        |
| 08/10/2023          | 159540          | Bock's Service Inc.                   | Abatement of 3 vehicles - 709 4th Ave NE | 101-42400-3100        | 450.00          |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc.     | Mow/Trim 709 4th Ave NE                  | 101-42400-3100        | 45.00           |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc.     | Mow/Trim outlet A                        | 101-42400-3100        | 28.00           |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc.     | Mow Trim - 709 11th Ave SE               | 101-42400-3100        | 45.00           |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc.     | Mow Trim - 204 12th Ave NW               | 101-42400-3100        | 45.00           |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc.     | Mow Trim - 504 4th St NE                 | 101-42400-3100        | 45.00           |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc.     | Mow Trim - 600 5th St SE                 | 101-42400-3100        | 145.00          |

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| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc. | Mow/Trim/abatement clean up - 709 4th Ave NE | 101-42400-3100        | 1,640.00        |
| Total 101424003100: |                 |                                   |  |                       | 2,443.00        |
| 08/10/2023          | 82312           | Verizon Wireless                  | Monthly Billing                              | 101-42400-3200        | 41.12 M         |
| Total 101424003200: |                 |                                   |  |                       | 41.12           |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD                              | 101-43000-1340        | 7.02            |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD                              | 101-43000-1340        | 102.48          |
| Total 101430001340: |                 |                                   |  |                       | 109.50          |
| 08/10/2023          | 20230659        | Locators & Supplies Inc.          | Construction Marking Paint                   | 101-43000-2170        | 137.60          |
| Total 101430002170: |                 |                                   |  |                       | 137.60          |
| 08/10/2023          | 82312           | Verizon Wireless                  | Monthly Billing                              | 101-43000-3200        | 41.12 M         |
| Total 101430003200: |                 |                                   |  |                       | 41.12           |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD                              | 101-43100-1340        | 74.47           |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD                              | 101-43100-1340        | 3.31            |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD                              | 101-43100-1340        | 3.88            |
| Total 101431001340: |                 |                                   |  |                       | 81.66           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Ink for printer                              | 101-43100-2000        | 39.98           |
| Total 101431002000: |                 |                                   |  |                       | 39.98           |
| 08/10/2023          | 159540          | Bock's Service Inc.               | Small engine fuel                            | 101-43100-2120        | 45.00           |
| 08/10/2023          | 20230651        | H & J Fuel Inc                    | fuel   | 101-43100-2120        | 1,611.13        |
| Total 101431002120: |                 |                                   |  |                       | 1,656.13        |
| 08/10/2023          | 20230643        | Condon Farm Service               | propane                                      | 101-43100-2170        | 8.60            |
| 08/10/2023          | 159547          | Culligan                          | Water  | 101-43100-2170        | 20.85           |
| 08/10/2023          | 20230652        | Holtmeier Construction Inc.       | crushed rock                                 | 101-43100-2170        | 111.14          |
| 08/10/2023          | 20230664        | Napa Auto Parts                   | Parts  | 101-43100-2170        | 12.27           |
| 08/10/2023          | 159574          | Waseca County Landfill            | Brush Credit                                 | 101-43100-2170        | 23.00-          |
| 08/10/2023          | 159574          | Waseca County Landfill            | disposal                                     | 101-43100-2170        | 215.95          |
| 08/10/2023          | 20230680        | Waseca Hardware LLC               | Parts & Supplies                             | 101-43100-2170        | 92.96           |
| Total 101431002170: |                 |                                   |  |                       | 438.77          |
| 08/10/2023          | 159573          | W W Blacktopping Inc.             | Tack oil                                     | 101-43100-2171        | 1,012.00        |
| 08/10/2023          | 159573          | W W Blacktopping Inc.             | Hot Mix                                      | 101-43100-2171        | 7,851.36        |
| 08/10/2023          | 159573          | W W Blacktopping Inc.             | Hot Mix                                      | 101-43100-2171        | 14,124.66       |
| 08/10/2023          | 159573          | W W Blacktopping Inc.             | Tack oil                                     | 101-43100-2171        | 440.00          |
| Total 101431002171: |                 |                                   |  |                       | 23,428.02       |
| 08/10/2023          | 159544          | Cintas Corporation                | Uniform Service                              | 101-43100-2180        | 80.86           |
| 08/10/2023          | 159544          | Cintas Corporation                | Uniform Service                              | 101-43100-2180        | 80.86           |

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| Total 101431002180: |                 |  |                                      |                       | 161.72          |
| 08/10/2023          | 20230680        | Waseca Hardware LLC                    | Parts & Supplies                     | 101-43100-2400        | 49.99           |
| Total 101431002400: |                 |  |                                      |                       | 49.99           |
| 08/10/2023          | 159573          | W W Blacktopping Inc.                  | trucking                             | 101-43100-3100        | 120.00          |
| 08/10/2023          | 20230681        | Waste Management of Southern MN        | Monthly Service                      | 101-43100-3100        | 203.33          |
| Total 101431003100: |                 |  |                                      |                       | 323.33          |
| 08/10/2023          | 20230642        | Clarke Environmental Mosquito Mgmt Inc | Mosquito Contract                    | 101-43100-3101        | 7,000.00        |
| Total 101431003101: |                 |  |                                      |                       | 7,000.00        |
| 08/10/2023          | 159542          | Centerpoint Energy                     | Monthly Service                      | 101-43100-3800        | 19.04           |
| 08/10/2023          | 82313           | City of Waseca                         | July Utilities                       | 101-43100-3800        | 207.56 M        |
| 08/10/2023          | 82313           | City of Waseca                         | July Utilities                       | 101-43100-3800        | 674.78 M        |
| Total 101431003800: |                 |  |                                      |                       | 901.38          |
| 08/09/2023          | 159535          | Madison National Life Insurance        | August 2023 LTD                      | 101-43125-1340        | 22.18           |
| 08/09/2023          | 159535          | Madison National Life Insurance        | August 2023 LTD                      | 101-43125-1340        | 3.31            |
| 08/09/2023          | 159535          | Madison National Life Insurance        | August 2023 LTD                      | 101-43125-1340        | 1.16            |
| Total 101431251340: |                 |  |                                      |                       | 26.65           |
| 08/09/2023          | 159535          | Madison National Life Insurance        | August 2023 LTD                      | 101-43170-1340        | 4.75            |
| 08/09/2023          | 159535          | Madison National Life Insurance        | August 2023 LTD                      | 101-43170-1340        | .25             |
| Total 101431701340: |                 |  |                                      |                       | 5.00            |
| 08/10/2023          | 159566          | Potters Industries LLC                 | Hwy safety marking spheres           | 101-43170-2170        | 2,960.00        |
| Total 101431702170: |                 |  |                                      |                       | 2,960.00        |
| 08/10/2023          | 82313           | City of Waseca                         | July Utilities                       | 101-43170-3800        | 159.94 M        |
| Total 101431703800: |                 |  |                                      |                       | 159.94          |
| 08/09/2023          | 159535          | Madison National Life Insurance        | August 2023 LTD                      | 101-43220-1340        | 7.92            |
| 08/09/2023          | 159535          | Madison National Life Insurance        | August 2023 LTD                      | 101-43220-1340        | .41             |
| Total 101432201340: |                 |  |                                      |                       | 8.33            |
| 08/09/2023          | 159535          | Madison National Life Insurance        | August 2023 LTD                      | 101-45130-1340        | 13.04           |
| Total 101451301340: |                 |  |                                      |                       | 13.04           |
| 08/10/2023          | 159538          | Auto Value Waseca                      | Parts                                | 101-45130-2170        | 16.99           |
| 08/10/2023          | 159547          | Culligan                               | Culligan-water                       | 101-45130-2170        | 61.60           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                         | Handrail for top side of water slide | 101-45130-2170        | 34.98           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                         | Blower Prover Switch for WaterPark   | 101-45130-2170        | 76.39           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                         | Band-aids                            | 101-45130-2170        | 22.20           |
| 08/10/2023          | 20230680        | Waseca Hardware LLC                    | Parts & Supplies                     | 101-45130-2170        | 24.98           |

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| Total 101451302170: |                 |                                   |                                      |                       | 237.14          |
| 08/10/2023          | 20230634        | A. H. Hermel Company              | Trash Bags and Paper Towel           | 101-45130-2175        | 112.11          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Paper Towels                         | 101-45130-2175        | 5.11            |
| Total 101451302175: |                 |                                   |                                      |                       | 117.22          |
| 08/10/2023          | 20230634        | A. H. Hermel Company              | WP Concessions                       | 101-45130-2500        | 2,026.64        |
| 08/10/2023          | 20230634        | A. H. Hermel Company              | WP Concessions                       | 101-45130-2500        | 1,118.17        |
| 08/10/2023          | 20230634        | A. H. Hermel Company              | WP Concessions                       | 101-45130-2500        | 260.88-         |
| 08/10/2023          | 159552          | Hy-Vee Accounts Receivable        | WP Birthday Cake                     | 101-45130-2500        | 49.98           |
| 08/10/2023          | 159552          | Hy-Vee Accounts Receivable        | WP Birthday Cake                     | 101-45130-2500        | 24.99           |
| 08/10/2023          | 159561          | Morgan's Meat Market              | Hot dogs for Concession              | 101-45130-2500        | 55.00           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Cinnamon sugar for concession donuts | 101-45130-2500        | 11.08           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Buns for Waterpark                   | 101-45130-2500        | 14.31           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Buns for Waterpark                   | 101-45130-2500        | 14.31           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Buns for Waterpark                   | 101-45130-2500        | 6.36            |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Buns for Waterpark                   | 101-45130-2500        | 7.95            |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Buns for Waterpark                   | 101-45130-2500        | 6.36            |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Buns for Waterpark                   | 101-45130-2500        | 14.31           |
| Total 101451302500: |                 |                                   |                                      |                       | 3,088.58        |
| 08/10/2023          | 20230681        | Waste Management of Southern MN   | Trash and Recycling                  | 101-45130-3100        | 330.03          |
| Total 101451303100: |                 |                                   |                                      |                       | 330.03          |
| 08/10/2023          | 159560          | MN Recreation & Park Association  | MN Park and Rec Conference           | 101-45130-3300        | 109.00          |
| 08/10/2023          | 159560          | MN Recreation & Park Association  | MN Park and Rec Conference           | 101-45130-3300        | 225.00          |
| Total 101451303300: |                 |                                   |                                      |                       | 334.00          |
| 08/10/2023          | 82313           | City of Waseca                    | July Utilities                       | 101-45130-3800        | 5,261.42 M      |
| Total 101451303800: |                 |                                   |                                      |                       | 5,261.42        |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc. | Water Park Irrigation Repairs        | 101-45130-4000        | 335.00          |
| 08/10/2023          | 20230679        | Waseca Glass LLC                  | Concessions Screens                  | 101-45130-4000        | 325.20          |
| 08/10/2023          | 20230680        | Waseca Hardware LLC               | Parts & Supplies                     | 101-45130-4000        | 9.99            |
| Total 101451304000: |                 |                                   |                                      |                       | 670.19          |
| 08/10/2023          | 20230680        | Waseca Hardware LLC               | Parts & Supplies                     | 101-45180-2175        | 17.98           |
| Total 101451802175: |                 |                                   |                                      |                       | 17.98           |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Buns for TLCF                        | 101-45180-2500        | 7.95            |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Buns for TLCF                        | 101-45180-2500        | 7.95            |
| Total 101451802500: |                 |                                   |                                      |                       | 15.90           |
| 08/10/2023          | 20230681        | Waste Management of Southern MN   | TLCF Waste Management                | 101-45180-3100        | 46.36           |
| 08/10/2023          | 20230681        | Waste Management of Southern MN   | TLCF Waste Management                | 101-45180-3100        | 46.36           |

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| Total 101451803100: |                 |                                   |                                      |                       | 92.72           |
| 08/10/2023          | 159557          | Mediacom                          | TLCF Communications                  | 101-45180-3200        | 323.21          |
| Total 101451803200: |                 |                                   |                                      |                       | 323.21          |
| 08/10/2023          | 159548          | Dahle Sod Farm                    | TLCF Sod                             | 101-45180-4000        | 25.00           |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc. | Irrigation Valve Replacement at TLCF | 101-45180-4000        | 474.77          |
| Total 101451804000: |                 |                                   |                                      |                       | 499.77          |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD                      | 101-45200-1340        | 79.76           |
| Total 101452001340: |                 |                                   |                                      |                       | 79.76           |
| 08/10/2023          | 159545          | Cintas Corporation                | First Aid Cabinet supplies           | 101-45200-2170        | 52.77           |
| 08/10/2023          | 159547          | Culligan                          | Park Dept Water                      | 101-45200-2170        | 44.00           |
| 08/10/2023          | 20230680        | Waseca Hardware LLC               | Parts & Supplies                     | 101-45200-2170        | 17.99           |
| Total 101452002170: |                 |                                   |                                      |                       | 114.76          |
| 08/10/2023          | 20230680        | Waseca Hardware LLC               | Parts & Supplies                     | 101-45200-2210        | 6.38            |
| Total 101452002210: |                 |                                   |                                      |                       | 6.38            |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Security Camera in use sign          | 101-45200-2230        | 191.40          |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Water Hydrant keys for NE Park       | 101-45200-2230        | 22.59           |
| 08/10/2023          | 20230680        | Waseca Hardware LLC               | Parts & Supplies                     | 101-45200-2230        | 243.92          |
| Total 101452002230: |                 |                                   |                                      |                       | 457.91          |
| 08/10/2023          | 159538          | Auto Value Waseca                 | Parts                                | 101-45200-2240        | 4.78            |
| Total 101452002240: |                 |                                   |                                      |                       | 4.78            |
| 08/10/2023          | 20230681        | Waste Management of Southern MN   | May - Parks Waste Management         | 101-45200-3100        | 1,368.75        |
| 08/10/2023          | 20230681        | Waste Management of Southern MN   | Monthly Service                      | 101-45200-3100        | 31.74           |
| 08/10/2023          | 20230681        | Waste Management of Southern MN   | July - Parks Waste Management        | 101-45200-3100        | 1,813.35        |
| Total 101452003100: |                 |                                   |                                      |                       | 3,213.84        |
| 08/10/2023          | 82313           | City of Waseca                    | July Utilities                       | 101-45200-3800        | 519.24 M        |
| 08/10/2023          | 82313           | City of Waseca                    | July Utilities                       | 101-45200-3800        | 57.48 M         |
| Total 101452003800: |                 |                                   |                                      |                       | 576.72          |
| 08/10/2023          | 20230667        | Rent 'N' Save Portable Services   | June Parks - Portable Toilets        | 101-45200-4100        | 823.15          |
| 08/10/2023          | 20230667        | Rent 'N' Save Portable Services   | July Parks - Portable Toilets        | 101-45200-4100        | 982.50          |
| Total 101452004100: |                 |                                   |                                      |                       | 1,805.65        |
| 08/10/2023          | 159564          | Orkin Pest Control                | Library-Pest control                 | 101-45500-3100        | 91.99           |
| 08/10/2023          | 159564          | Orkin Pest Control                | Library-Pest control                 | 101-45500-3100        | 91.99           |
| 08/10/2023          | 20230670        | Stoltz Cleaning Services LLC      | Library Cleaning                     | 101-45500-3100        | 250.00          |
| 08/10/2023          | 20230670        | Stoltz Cleaning Services LLC      | Library Cleaning                     | 101-45500-3100        | 250.00          |

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| Total 101455003100:                   |                 |                                  |  |                       | 683.98          |   |
| 08/10/2023                            | 82313           | City of Waseca                   | July Utilities                             | 101-45500-3800        | 1,024.50        | M |
| Total 101455003800:                   |                 |                                  |  |                       | 1,024.50        |   |
| Total General Fund:                   |                 |                                  |  |                       | 248,146.33      |   |
| <b>Waseca Rehab Program 2015</b>      |                 |                                  |  |                       |                 |   |
| 08/10/2023                            | 159570          | Southwest MN Housing Partnership | CDAP-20-0053-O-FY21 #4                     | 212-46500-3000        | 5,025.50        |   |
| Total 212465003000:                   |                 |                                  |  |                       | 5,025.50        |   |
| Total Waseca Rehab Program 2015:      |                 |                                  |  |                       | 5,025.50        |   |
| <b>Airport</b>                        |                 |                                  |  |                       |                 |   |
| 08/10/2023                            | 20230680        | Waseca Hardware LLC              | Parts & Supplies                           | 230-49810-2170        | 35.91           |   |
| Total 230498102170:                   |                 |                                  |  |                       | 35.91           |   |
| 08/10/2023                            | 82313           | City of Waseca                   | July Utilities                             | 230-49810-3800        | 105.71          | M |
| Total 230498103800:                   |                 |                                  |  |                       | 105.71          |   |
| Total Airport:                        |                 |                                  |  |                       | 141.62          |   |
| <b>Economic Development-General f</b> |                 |                                  |  |                       |                 |   |
| 08/09/2023                            | 159535          | Madison National Life Insurance  | August 2023 LTD                            | 261-46700-1340        | 11.16           |   |
| Total 261467001340:                   |                 |                                  |  |                       | 11.16           |   |
| 08/10/2023                            | 20230648        | Flaherty & Hood PA               | Legal Services July                        | 261-46700-3000        | 218.75          |   |
| 08/10/2023                            | 20230657        | Kennedy & Kennedy Law Office     | Legal Fees                                 | 261-46700-3000        | 84.00           |   |
| Total 261467003000:                   |                 |                                  |  |                       | 302.75          |   |
| 08/10/2023                            | 159546          | Conway Data Inc                  | Site Selection Advertising                 | 261-46700-3100        | 3,750.00        |   |
| Total 261467003100:                   |                 |                                  |  |                       | 3,750.00        |   |
| 08/10/2023                            | 82312           | Verizon Wireless                 | Monthly Billing                            | 261-46700-3200        | 20.56           | M |
| Total 261467003200:                   |                 |                                  |  |                       | 20.56           |   |
| 08/10/2023                            | 20230675        | U.S. Bank - CC                   | Registration fee for Entrepreneurial Event | 261-46700-3300        | 28.52           |   |
| Total 261467003300:                   |                 |                                  |  |                       | 28.52           |   |
| Total Economic Development-General f: |                 |                                  |  |                       | 4,112.99        |   |
| <b>Capital Improvement</b>            |                 |                                  |  |                       |                 |   |
| 08/10/2023                            | 159573          | W W Blacktopping Inc.            | Hot Mix                                    | 430-43010-3103        | 995.94          |   |
| 08/10/2023                            | 159573          | W W Blacktopping Inc.            | Hot Mix                                    | 430-43010-3103        | 30,384.42       |   |



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| Total 430430103103:                 |                 |                                   |  |                       | 31,380.36       |   |
| 08/10/2023                          | 20230655        | Javens Mechanical Contracting Co. | Library RTU Replacement                              | 430-43010-5200        | 28,273.00       |   |
| Total 430430105200:                 |                 |                                   |  |                       | 28,273.00       |   |
| 08/10/2023                          | 159573          | W W Blacktopping Inc.             | Doodlebug Trail Reconstruct - North of NW Park to HS | 430-43010-5440        | 10,528.98       |   |
| 08/10/2023                          | 159573          | W W Blacktopping Inc.             | Doodlebug Trail Reconstruct - North of NW Park to HS | 430-43010-5440        | 130.00          |   |
| 08/10/2023                          | 159573          | W W Blacktopping Inc.             | Doodlebug Trail Reconstruct - North of NW Park to HS | 430-43010-5440        | 14,669.82       |   |
| Total 430430105440:                 |                 |                                   |  |                       | 25,328.80       |   |
| 08/10/2023                          | 159574          | Waseca County Landfill            | Compost for restoration - 6th Ave SW sidewalk ramps  | 430-43010-5460        | 242.50          |   |
| 08/10/2023                          | 159574          | Waseca County Landfill            | Compost for restoration - 6th Ave SW sidewalk ramps  | 430-43010-5460        | 232.75          |   |
| Total 430430105460:                 |                 |                                   |  |                       | 475.25          |   |
| 08/10/2023                          | 20230645        | Dirt Merchant Inc                 | 2023-01 Payment #3                                   | 430-43010-5560        | 17,938.25       |   |
| 08/10/2023                          | 159559          | MN Dept of Transportation         | 2023-01 Materials Testing                            | 430-43010-5560        | 192.65          |   |
| 08/10/2023                          | 20230669        | Stantec Consulting Services Inc   | 2023 PCI Data Collection                             | 430-43010-5560        | 15,000.00       |   |
| Total 430430105560:                 |                 |                                   |  |                       | 33,130.90       |   |
| Total Capital Improvement:          |                 |                                   |  |                       | 118,588.31      |   |
| <b>Gaiter Lake Land Development</b> |                 |                                   |  |                       |                 |   |
| 08/10/2023                          | 20230648        | Flaherty & Hood PA                | Legal Services July                                  | 437-46340-3000        | 92.50           |   |
| 08/10/2023                          | 159563          | Northstar Title Group LLC         | Title Commitment - Gaiter Lake Properties            | 437-46340-3000        | 1,400.00        |   |
| Total 437463403000:                 |                 |                                   |  |                       | 1,492.50        |   |
| Total Gaiter Lake Land Development: |                 |                                   |  |                       | 1,492.50        |   |
| <b>Water</b>                        |                 |                                   |  |                       |                 |   |
| 08/10/2023                          | 82313           | City of Waseca                    | July Utilities                                       | 601-49401-3800        | 11,032.07       | M |
| Total 601494013800:                 |                 |                                   |  |                       | 11,032.07       |   |
| 08/10/2023                          | 82308           | ACH Internal Revenue Service      | SOCIAL SECURITY Pay Period: 8/6/2023                 | 601-49430-0000        | 425.94          | M |
| 08/10/2023                          | 82308           | ACH Internal Revenue Service      | MEDICARE Pay Period: 8/6/2023                        | 601-49430-0000        | 99.62           | M |
| Total 601494300000:                 |                 |                                   |  |                       | 525.56          |   |
| 08/09/2023                          | 159535          | Madison National Life Insurance   | August 2023 LTD                                      | 601-49430-1340        | 1.58            |   |
| 08/09/2023                          | 159535          | Madison National Life Insurance   | August 2023 LTD                                      | 601-49430-1340        | .08             |   |
| 08/09/2023                          | 159535          | Madison National Life Insurance   | August 2023 LTD                                      | 601-49430-1340        | 14.51           |   |
| 08/09/2023                          | 159535          | Madison National Life Insurance   | August 2023 LTD                                      | 601-49430-1340        | 20.76           |   |
| Total 601494301340:                 |                 |                                   |  |                       | 36.93           |   |
| 08/10/2023                          | 20230644        | Core & Main LP                    | socket for curb stop removal                         | 601-49430-2170        | 203.44          |   |
| 08/10/2023                          | 20230644        | Core & Main LP                    | Hydrant Diverter Assy                                | 601-49430-2170        | 104.25          |   |
| Total 601494302170:                 |                 |                                   |  |                       | 307.69          |   |

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| 08/10/2023            | 159549          | Dakota Supply Group Inc           | Hydrant repair kit                         | 601-49430-2230        | 2,813.07        |
| Total 601494302230:   |                 |                                   |  |                       | 2,813.07        |
| 08/10/2023            | 20230649        | Gopher State One-Call Inc         | Location calls - July                      | 601-49430-3100        | 43.20           |
| 08/10/2023            | 20230658        | Lenz Lawn Care & Landscaping Inc. | Weed Control                               | 601-49430-3100        | 327.00          |
| 08/10/2023            | 20230677        | Utility Consultants Inc           | Total Coliform sampling                    | 601-49430-3100        | 207.96          |
| 08/10/2023            | 20230682        | Water Conservation Service Inc.   | Annual Water Leak Survey 2023              | 601-49430-3100        | 3,750.00        |
| Total 601494303100:   |                 |                                   |  |                       | 4,328.16        |
| 08/10/2023            | 82312           | Verizon Wireless                  | Monthly Billing                            | 601-49430-3200        | 40.01 M         |
| Total 601494303200:   |                 |                                   |  |                       | 40.01           |
| 08/09/2023            | 159535          | Madison National Life Insurance   | August 2023 LTD                            | 601-49585-1340        | 13.20           |
| Total 601495851340:   |                 |                                   |  |                       | 13.20           |
| 08/10/2023            | 20230662        | Metro Sales Inc.                  | Maintenance Agreement                      | 601-49585-3000        | 211.41          |
| 08/10/2023            | 20230662        | Metro Sales Inc.                  | Maintenance Agreement                      | 601-49585-3000        | 45.02           |
| Total 601495853000:   |                 |                                   |  |                       | 256.43          |
| 08/10/2023            | 20230661        | MAS Communications Inc.           | Answering Service - August                 | 601-49585-3200        | 56.36           |
| Total 601495853200:   |                 |                                   |  |                       | 56.36           |
| 08/09/2023            | 159535          | Madison National Life Insurance   | August 2023 LTD                            | 601-49586-1340        | 3.63            |
| 08/09/2023            | 159535          | Madison National Life Insurance   | August 2023 LTD                            | 601-49586-1340        | 14.58           |
| 08/09/2023            | 159535          | Madison National Life Insurance   | August 2023 LTD                            | 601-49586-1340        | 7.02            |
| Total 601495861340:   |                 |                                   |  |                       | 25.23           |
| 08/10/2023            | 159575          | Waseca County Recorder            | Record Vista Villa water & sewer easements | 601-49586-3000        | 46.50           |
| Total 601495863000:   |                 |                                   |  |                       | 46.50           |
| 08/10/2023            | 20230666        | Pantheon Computer Systems Inc.    | 2023 Maintanance Agreement                 | 601-49586-4950        | 945.86          |
| 08/10/2023            | 20230666        | Pantheon Computer Systems Inc.    | 2023 Maintanance Agreement                 | 601-49586-4950        | 394.58          |
| Total 601495864950:   |                 |                                   |  |                       | 1,340.44        |
| Total Water:          |                 |                                   |  |                       | 20,821.65       |
| <b>Sanitary Sewer</b> |                 |                                   |  |                       |                 |
| 08/09/2023            | 159535          | Madison National Life Insurance   | August 2023 LTD                            | 602-49470-1340        | 28.52           |
| 08/09/2023            | 159535          | Madison National Life Insurance   | August 2023 LTD                            | 602-49470-1340        | 3.31            |
| 08/09/2023            | 159535          | Madison National Life Insurance   | August 2023 LTD                            | 602-49470-1340        | 1.49            |
| Total 602494701340:   |                 |                                   |  |                       | 33.32           |
| 08/10/2023            | 20230649        | Gopher State One-Call Inc         | Location calls - July                      | 602-49470-3100        | 43.20           |
| Total 602494703100:   |                 |                                   |  |                       | 43.20           |

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| 08/10/2023          | 82312           | Verizon Wireless                  | Monthly Billing                                | 602-49470-3200        | 40.01           | M |
| 08/10/2023          | 82312           | Verizon Wireless                  | Monthly Billing                                | 602-49470-3200        | 120.03          | M |
| 08/10/2023          | 82312           | Verizon Wireless                  | Monthly Billing                                | 602-49470-3200        | 80.02           | M |
| Total 602494703200: |                 |                                   |  |                       | 240.06          |   |
| 08/10/2023          | 82313           | City of Waseca                    | July Utilities                                 | 602-49470-3800        | 1,075.37        | M |
| Total 602494703800: |                 |                                   |  |                       | 1,075.37        |   |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD                                | 602-49480-1340        | 3.17            |   |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD                                | 602-49480-1340        | .17             |   |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD                                | 602-49480-1340        | 70.87           |   |
| Total 602494801340: |                 |                                   |  |                       | 74.21           |   |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Ice for sampling                               | 602-49480-2170        | 8.37            |   |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Lab supplies                                   | 602-49480-2170        | 41.14           |   |
| 08/10/2023          | 20230676        | USA Blue Book                     | Lab Supplies                                   | 602-49480-2170        | 191.30          |   |
| 08/10/2023          | 20230676        | USA Blue Book                     | Lab Supplies                                   | 602-49480-2170        | 486.39          |   |
| Total 602494802170: |                 |                                   |  |                       | 727.20          |   |
| 08/10/2023          | 20230665        | Owatonna Shoe Company             | Work Boot-Schmidt                              | 602-49480-2180        | 270.00          |   |
| 08/10/2023          | 20230665        | Owatonna Shoe Company             | Work Boot-Houlihan                             | 602-49480-2180        | 230.00          |   |
| 08/10/2023          | 159572          | Viking Industrial Center          | Gloves   | 602-49480-2180        | 251.42          |   |
| Total 602494802180: |                 |                                   |  |                       | 751.42          |   |
| 08/10/2023          | 159539          | BME Labstore                      | Lab equipment calibration                      | 602-49480-3100        | 1,140.00        |   |
| 08/10/2023          | 159543          | Cintas Corp                       | Floor Mats                                     | 602-49480-3100        | 9.60            |   |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc. | Weed Control                                   | 602-49480-3100        | 212.00          |   |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc. | Weed Control                                   | 602-49480-3100        | 235.00          |   |
| 08/10/2023          | 20230660        | M & R Electric Inc.               | TPS Building AC                                | 602-49480-3100        | 93.00           |   |
| 08/10/2023          | 159568          | RMB Environmental Laboratories    | Permit Testing                                 | 602-49480-3100        | 1,400.00        |   |
| 08/10/2023          | 20230677        | Utility Consultants Inc           | UC Labs  | 602-49480-3100        | 2,459.04        |   |
| 08/10/2023          | 20230681        | Waste Management of Southern MN   | wwtp garbage                                   | 602-49480-3100        | 400.31          |   |
| Total 602494803100: |                 |                                   |  |                       | 5,948.95        |   |
| 08/10/2023          | 82312           | Verizon Wireless                  | Monthly Billing                                | 602-49480-3200        | 41.12           | M |
| Total 602494803200: |                 |                                   |  |                       | 41.12           |   |
| 08/10/2023          | 20230674        | Terrell, Tim                      | Training                                       | 602-49480-3300        | 387.26          |   |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | MN American Water Works Association Conference | 602-49480-3300        | 435.00          |   |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Biosolids Exam                                 | 602-49480-3300        | 15.00           |   |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Exam service fee                               | 602-49480-3300        | .32             |   |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Biosolids Class                                | 602-49480-3300        | 390.00          |   |
| 08/10/2023          | 20230675        | U.S. Bank - CC                    | Class service fee                              | 602-49480-3300        | 8.39            |   |
| Total 602494803300: |                 |                                   |  |                       | 1,235.97        |   |
| 08/10/2023          | 82313           | City of Waseca                    | July Utilities                                 | 602-49480-3800        | 472.25          | M |

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| Total 602494803800:     |                 |                                 |  |                       | 472.25          |
| 08/09/2023              | 159535          | Madison National Life Insurance | August 2023 LTD                            | 602-49585-1340        | 13.20           |
| Total 602495851340:     |                 |                                 |  |                       | 13.20           |
| 08/10/2023              | 20230662        | Metro Sales Inc.                | Maintenance Agreement                      | 602-49585-3000        | 211.41          |
| 08/10/2023              | 20230662        | Metro Sales Inc.                | Maintenance Agreement                      | 602-49585-3000        | 45.02           |
| Total 602495853000:     |                 |                                 |  |                       | 256.43          |
| 08/10/2023              | 20230661        | MAS Communications Inc.         | Answering Service - August                 | 602-49585-3200        | 56.36           |
| Total 602495853200:     |                 |                                 |  |                       | 56.36           |
| 08/09/2023              | 159535          | Madison National Life Insurance | August 2023 LTD                            | 602-49586-1340        | 3.63            |
| 08/09/2023              | 159535          | Madison National Life Insurance | August 2023 LTD                            | 602-49586-1340        | 14.58           |
| Total 602495861340:     |                 |                                 |  |                       | 18.21           |
| 08/10/2023              | 20230648        | Flaherty & Hood PA              | Legal Services July                        | 602-49586-3000        | 416.25          |
| 08/10/2023              | 159575          | Waseca County Recorder          | Record Vista Villa water & sewer easements | 602-49586-3000        | 46.50           |
| Total 602495863000:     |                 |                                 |  |                       | 462.75          |
| 08/10/2023              | 20230666        | Pantheon Computer Systems Inc.  | 2023 Maintanance Agreement                 | 602-49586-4950        | 945.86          |
| 08/10/2023              | 20230666        | Pantheon Computer Systems Inc.  | 2023 Maintanance Agreement                 | 602-49586-4950        | 394.58          |
| Total 602495864950:     |                 |                                 |  |                       | 1,340.44        |
| 08/10/2023              | 20230637        | Automatic Systems Company       | wwtp raw pump repair                       | 602-49593-5400        | 13,993.00       |
| Total 602495935400:     |                 |                                 |  |                       | 13,993.00       |
| Total Sanitary Sewer:   |                 |                                 |  |                       | 26,783.46       |
| <b>Electric Utility</b> |                 |                                 |  |                       |                 |
| 08/09/2023              | 159535          | Madison National Life Insurance | August 2023 LTD                            | 604-49570-1340        | 3.10            |
| Total 604495701340:     |                 |                                 |  |                       | 3.10            |
| 08/10/2023              | 82313           | City of Waseca                  | July Utilities                             | 604-49570-3800        | 77.47 M         |
| Total 604495703800:     |                 |                                 |  |                       | 77.47           |
| 08/09/2023              | 159535          | Madison National Life Insurance | August 2023 LTD                            | 604-49571-1340        | 73.30           |
| Total 604495711340:     |                 |                                 |  |                       | 73.30           |
| 08/10/2023              | 20230680        | Waseca Hardware LLC             | Parts & Supplies                           | 604-49571-2170        | 46.96           |
| Total 604495712170:     |                 |                                 |  |                       | 46.96           |
| 08/10/2023              | 20230672        | Stuart C. Irby Company          | Meter supplies                             | 604-49571-2215        | 650.29          |

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|---------------------|-----------------|-----------------------------------|-----------------------------|-----------------------|-----------------|
| Total 604495712215: |                 |                                   |                             |                       | 650.29          |
| 08/10/2023          | 20230664        | Napa Auto Parts                   | Parts                       | 604-49571-2400        | 12.03           |
| Total 604495712400: |                 |                                   |                             |                       | 12.03           |
| 08/10/2023          | 20230649        | Gopher State One-Call Inc         | Location calls - July       | 604-49571-3100        | 43.20           |
| 08/10/2023          | 20230658        | Lenz Lawn Care & Landscaping Inc. | Weed Control                | 604-49571-3100        | 115.00          |
| 08/10/2023          | 20230670        | Stoltz Cleaning Services LLC      | City Hall Cleaning-Electric | 604-49571-3100        | 20.00           |
| 08/10/2023          | 20230670        | Stoltz Cleaning Services LLC      | Electric Garage cleaning    | 604-49571-3100        | 20.00           |
| 08/10/2023          | 159574          | Waseca County Landfill            | landfill fees               | 604-49571-3100        | 125.40          |
| Total 604495713100: |                 |                                   |                             |                       | 323.60          |
| 08/10/2023          | 82312           | Verizon Wireless                  | Monthly Billing             | 604-49571-3200        | 120.03 M        |
| Total 604495713200: |                 |                                   |                             |                       | 120.03          |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD             | 604-49572-1340        | 7.23            |
| Total 604495721340: |                 |                                   |                             |                       | 7.23            |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD             | 604-49573-1340        | 13.42           |
| Total 604495731340: |                 |                                   |                             |                       | 13.42           |
| 08/10/2023          | 20230646        | Ditch Witch of Minnesota          | Boring Supplies             | 604-49573-2170        | 1,193.35        |
| Total 604495732170: |                 |                                   |                             |                       | 1,193.35        |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD             | 604-49574-1340        | 4.13            |
| Total 604495741340: |                 |                                   |                             |                       | 4.13            |
| 08/10/2023          | 20230656        | JT Services of MN                 | LED Streetlight Fixtures    | 604-49574-2170        | 1,332.83        |
| Total 604495742170: |                 |                                   |                             |                       | 1,332.83        |
| 08/10/2023          | 82313           | City of Waseca                    | July Utilities              | 604-49574-3800        | 170.66 M        |
| 08/10/2023          | 159576          | Xcel Energy                       | Monthly Service             | 604-49574-3800        | 559.33          |
| Total 604495743800: |                 |                                   |                             |                       | 729.99          |
| 08/10/2023          | 82313           | City of Waseca                    | July Utilities              | 604-49575-3800        | 731.71 M        |
| Total 604495753800: |                 |                                   |                             |                       | 731.71          |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD             | 604-49584-1340        | 2.06            |
| Total 604495841340: |                 |                                   |                             |                       | 2.06            |
| 08/09/2023          | 159535          | Madison National Life Insurance   | August 2023 LTD             | 604-49585-1340        | 23.44           |
| Total 604495851340: |                 |                                   |                             |                       | 23.44           |

| Check<br>Issue Date        | Check<br>Number | Payee                           | Description  | Invoice<br>GL Account | Check<br>Amount |
|----------------------------|-----------------|---------------------------------|--|-----------------------|-----------------|
| 08/10/2023                 | 20230680        | Waseca Hardware LLC             | Parts & Supplies                                     | 604-49585-2000        | 3.99            |
| Total 604495852000:        |                 |                                 |  |                       | 3.99            |
| 08/10/2023                 | 20230662        | Metro Sales Inc.                | Maintenance Agreement                                | 604-49585-3000        | 211.41          |
| 08/10/2023                 | 20230662        | Metro Sales Inc.                | Maintenance Agreement                                | 604-49585-3000        | 45.02           |
| Total 604495853000:        |                 |                                 |  |                       | 256.43          |
| 08/10/2023                 | 20230661        | MAS Communications Inc.         | Answering Service - August                           | 604-49585-3200        | 56.37           |
| Total 604495853200:        |                 |                                 |  |                       | 56.37           |
| 08/09/2023                 | 159535          | Madison National Life Insurance | August 2023 LTD                                      | 604-49586-1340        | 3.93            |
| 08/09/2023                 | 159535          | Madison National Life Insurance | August 2023 LTD                                      | 604-49586-1340        | 15.02           |
| Total 604495861340:        |                 |                                 |  |                       | 18.95           |
| 08/10/2023                 | 20230675        | U.S. Bank - CC                  | Motel for SMMPA Meeting                              | 604-49586-3100        | 122.24          |
| Total 604495863100:        |                 |                                 |  |                       | 122.24          |
| 08/10/2023                 | 20230666        | Pantheon Computer Systems Inc.  | 2023 Maintanance Agreement                           | 604-49586-4950        | 945.86          |
| 08/10/2023                 | 20230666        | Pantheon Computer Systems Inc.  | 2023 Maintanance Agreement                           | 604-49586-4950        | 394.58          |
| Total 604495864950:        |                 |                                 |  |                       | 1,340.44        |
| 08/10/2023                 | 20230638        | Border States Electric Supply   | conversion supplies                                  | 604-49593-5300        | 1,473.36        |
| 08/10/2023                 | 20230656        | JT Services of MN               | conversion supplies                                  | 604-49593-5300        | 452.72          |
| 08/10/2023                 | 20230673        | T & R Electric Inc.             | 37 KVA Single Phase - Residential Transformers (10)  | 604-49593-5300        | 31,360.00       |
| Total 604495935300:        |                 |                                 |  |                       | 33,286.08       |
| Total Electric Utility:    |                 |                                 |  |                       | 40,429.44       |
| <b>Storm Water Utility</b> |                 |                                 |  |                       |                 |
| 08/09/2023                 | 159535          | Madison National Life Insurance | August 2023 LTD                                      | 651-43140-1340        | 3.02            |
| 08/09/2023                 | 159535          | Madison National Life Insurance | August 2023 LTD                                      | 651-43140-1340        | 15.84           |
| 08/09/2023                 | 159535          | Madison National Life Insurance | August 2023 LTD                                      | 651-43140-1340        | .83             |
| Total 651431401340:        |                 |                                 |  |                       | 19.69           |
| 08/10/2023                 | 159575          | Waseca County Recorder          | Record corrective storm sewer easement - 513 3rd Ave | 651-43140-3000        | 47.00           |
| Total 651431403000:        |                 |                                 |  |                       | 47.00           |
| 08/10/2023                 | 82313           | City of Waseca                  | July Utilities                                       | 651-43140-3800        | 78.35 M         |
| Total 651431403800:        |                 |                                 |  |                       | 78.35           |
| 08/09/2023                 | 159535          | Madison National Life Insurance | August 2023 LTD                                      | 651-49585-1340        | 2.64            |
| Total 651495851340:        |                 |                                 |  |                       | 2.64            |
| Total Storm Water Utility: |                 |                                 |  |                       | 147.68          |

| Check<br>Issue Date                   | Check<br>Number | Payee                               | Description                        | Invoice<br>GL Account | Check<br>Amount |
|---------------------------------------|-----------------|-------------------------------------|------------------------------------|-----------------------|-----------------|
| <b>Central Garage Services</b>        |                 |                                     |                                    |                       |                 |
| 08/09/2023                            | 159535          | Madison National Life Insurance     | August 2023 LTD                    | 701-43180-1340        | 56.19           |
| Total 701431801340:                   |                 |                                     |                                    |                       | 56.19           |
| 08/10/2023                            | 159538          | Auto Value Waseca                   | Parts                              | 701-43180-2170        | 15.87           |
| 08/10/2023                            | 20230653        | Huber Supply Co Inc                 | torch gas                          | 701-43180-2170        | 106.00          |
| 08/10/2023                            | 20230653        | Huber Supply Co Inc                 | tank rental                        | 701-43180-2170        | 17.05           |
| 08/10/2023                            | 20230664        | Napa Auto Parts                     | Parts                              | 701-43180-2170        | 28.08           |
| 08/10/2023                            | 20230680        | Waseca Hardware LLC                 | Parts & Supplies                   | 701-43180-2170        | 1.20            |
| Total 701431802170:                   |                 |                                     |                                    |                       | 168.20          |
| 08/10/2023                            | 20230636        | Amazon                              | Relay switch for riding WWTP mower | 701-43180-2210        | 22.49           |
| 08/10/2023                            | 20230636        | Amazon                              | Carburetor for WWTP Snow Blower    | 701-43180-2210        | 19.98           |
| 08/10/2023                            | 159538          | Auto Value Waseca                   | Parts                              | 701-43180-2210        | 204.90          |
| 08/10/2023                            | 159538          | Auto Value Waseca                   | Parts                              | 701-43180-2210        | 169.92          |
| 08/10/2023                            | 159541          | CarQuest Auto Parts                 | fuel filter-Tinks Mower            | 701-43180-2210        | 84.98           |
| 08/10/2023                            | 20230639        | Christensen Tire Service            | Tire repair                        | 701-43180-2210        | 80.50           |
| 08/10/2023                            | 20230653        | Huber Supply Co Inc                 | hardsurface wire                   | 701-43180-2210        | 247.86          |
| 08/10/2023                            | 159555          | MacQueen Equipment Inc.             | sweeper parts                      | 701-43180-2210        | 555.97          |
| 08/10/2023                            | 20230664        | Napa Auto Parts                     | Parts                              | 701-43180-2210        | 971.08          |
| 08/10/2023                            | 159567          | QC Supply                           | hose for ditch witch vac           | 701-43180-2210        | 90.04           |
| 08/10/2023                            | 20230675        | U.S. Bank - CC                      | Actuator for water tank incert     | 701-43180-2210        | 217.81          |
| 08/10/2023                            | 20230680        | Waseca Hardware LLC                 | Parts & Supplies                   | 701-43180-2210        | 2.99            |
| Total 701431802210:                   |                 |                                     |                                    |                       | 2,668.52        |
| 08/10/2023                            | 20230664        | Napa Auto Parts                     | Parts                              | 701-43180-2400        | 49.41           |
| 08/10/2023                            | 20230680        | Waseca Hardware LLC                 | Parts & Supplies                   | 701-43180-2400        | 22.99           |
| Total 701431802400:                   |                 |                                     |                                    |                       | 72.40           |
| 08/10/2023                            | 20230675        | U.S. Bank - CC                      | Monthly diagnostic program         | 701-43180-3100        | 161.66          |
| Total 701431803100:                   |                 |                                     |                                    |                       | 161.66          |
| Total Central Garage Services:        |                 |                                     |                                    |                       | 3,126.97        |
| <b>Property and Liability Insuran</b> |                 |                                     |                                    |                       |                 |
| 08/10/2023                            | 20230647        | First National Insurance            | Agency Fee                         | 702-49955-3000        | 800.00          |
| Total 702499553000:                   |                 |                                     |                                    |                       | 800.00          |
| 08/10/2023                            | 159554          | League of MN Cities Insurance Trust | 3rd Qtr Liability Insurance        | 702-49955-3610        | 11,260.38       |
| Total 702499553610:                   |                 |                                     |                                    |                       | 11,260.38       |
| 08/10/2023                            | 159554          | League of MN Cities Insurance Trust | 3rd Qtr Property Insurance         | 702-49955-3620        | 20,909.62       |
| Total 702499553620:                   |                 |                                     |                                    |                       | 20,909.62       |
| Total Property and Liability Insuran: |                 |                                     |                                    |                       | 32,970.00       |
| <b>Worker's Compensation Insuranc</b> |                 |                                     |                                    |                       |                 |
| 08/10/2023                            | 159554          | League of MN Cities Insurance Trust | 3rd Qtr Work Comp                  | 703-49956-1510        | 14,810.00       |

| Check<br>Issue Date                   | Check<br>Number | Payee | Description | Invoice<br>GL Account | Check<br>Amount |
|---------------------------------------|-----------------|-------|-------------|-----------------------|-----------------|
| Total 703499561510:                   |                 |       |             |                       | 14,810.00       |
| Total Worker's Compensation Insuranc: |                 |       |             |                       | 14,810.00       |
| Grand Totals:                         |                 |       |             |                       | 516,596.45      |

## Report Criteria:

Report type: GL detail

[Report].Amount = {&lt;&gt;} 0



|  |   |                              |  |
|--|---|------------------------------|--|
| <b>Title:</b>  | Assignment of Tax Abatement Agreement for 1108 10 <sup>th</sup> Avenue SE   |                              |  |
| <b>Meeting Date:</b>   | August 15, 2023   | <b>Agenda Item Number:</b>   | <b>6C</b>  |
| <b>Action:</b>   | <input checked="" type="checkbox"/> MOTION<br><input type="checkbox"/> REQUESTS/PRESENTATIONS<br><input type="checkbox"/> RESOLUTION<br><input type="checkbox"/> ORDINANCE<br><input type="checkbox"/> DISCUSSION | <b>Supporting Documents:</b> | Consent to Assignment of Tax Abatement Agreement |
| <b>Originating Department:</b>                                       | Economic Development  | <b>Presented By:</b>         | Consent Agenda                                   |
| <b>Approved By City Manager:</b> <input checked="" type="checkbox"/> |   |                              |  |
| <b>How does this item pertain to Vision 2030 goals?</b>              | Leveraging Economic Development Opportunities and Developing High Quality Community Assets  |                              |  |

**BACKGROUND:** On May 3, 2022, the City Council approved a Residential Tax Abatement Agreement (100% for 3 years) for the development of a single-family home at 1108 10<sup>th</sup> Avenue SE. Construction has been completed and the home has been sold to John and Merila Kramer. Staff has had the attached “Consent to Assignment of Tax Abatement Agreement” drafted by the City Attorney which transfers the abatement to the new owners Kramer.

**BUDGET IMPACT:** Approving this agreement is consistent with revenues and expenditures already provided for in the budget. Refusing to approve the assignment would result in decreased annual expenditures.

**ALTERNATIVES CONSIDERED:** The City could declare the abatement agreement to be in default and terminate all future abatement payments.

**RECOMMENDATION:** Staff recommends a motion to approve the Consent to Assignment of Tax Abatement Agreement. The property owner will still have to accept and execute this agreement to receive future tax abatement payments.

**CONSENT TO ASSIGNMENT AND AMENDMENT OF  
TAX ABATEMENT AGREEMENT**

**THIS CONSENT TO ASSIGNMENT AND AMENDMENT OF TAX ABATEMENT AGREEMENT** is entered into on August 15, 2023 between John Kramer and Merila Kramer, Husband and wife, and the CITY OF WASECA, MINNESOTA (“CITY”).

**WHEREAS**, Miller Homes, LLC (“Recipients”) entered into that certain Residential Tax Abatement Agreement with the City dated May 3, 2022 (the “Abatement Agreement”) which memorialized the terms and conditions upon which the City granted a partial abatement of ad valorem property taxes on real property located at 1108 10<sup>th</sup> Avenue SE, Waseca, Minnesota (the “Property”); and

**WHEREAS**, on Miller Homes, LLC Recipients conveyed the Property to John and Merila Kramer (“Assignees”) thereby assigning Recipients’ rights and obligations under the Abatement Agreement; and

**WHEREAS**, the Abatement Agreement provides that no assignment of the Abatement Agreement may be made without the written approval of the CITY; and

**WHEREAS**, the CITY, having determined that the project for which the partial tax abatement was originally granted has been completed in accordance with the terms of the Abatement Agreement and that Assignees have the capability of fully performing and honoring Recipients’ obligations under the Abatement Agreement, is willing to consent to and ratify the assignment of the Abatement Agreement to Assignees with the following amendments; and

**WHEREAS**, the CITY, having determined that no payments have yet been made to the Recipient in accordance with the terms of the Abatement Agreement, is willing to consent to a change of terms as elected by Assignees; and

**WHEREAS**, Section 3.8 of the Abatement Agreement contains terms that CITY and Assignees wish to change through an amendment of the Abatement Agreement.

**NOW, THEREFORE**, CITY and Assignees covenant and agree as follows:

1. Assignees hereby accept the assignment of the Abatement Agreement from Recipients and agree to fully perform Recipients’ duties and obligations thereunder and shall be entitled to receive the benefits of the partial tax abatement agreement on the terms and conditions set forth in the Abatement Agreement. CITY consents to the assignment of the Abatement Agreement from Recipients under such circumstances.

*[Signature page to follow]*

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed in its name and on its behalf, and the Assignees have caused this Agreement to be duly executed in their name and on their behalf, on or as of the date first above written.

JOHN KRAMER

\_\_\_\_\_  
(Print name)

MERILA KRAMER

\_\_\_\_\_  
(Print name)

STATE OF MINNESOTA                    )  
  ) ss.  
COUNTY OF Waseca                    )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of August 2023, by John Kramer and Merila Kramer, Husband and Wife, Developer.

\_\_\_\_\_  
Notary Public

CITY OF WASECA, MINNESOTA

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its City Manager

STATE OF MINNESOTA                    )  
  ) ss.  
COUNTY OF WASECA                    )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of August, 2023, by Randy L Zimmerman, as Mayor, and Carl C Sonnenberg, as City Manager, for the City of Waseca, Minnesota.

\_\_\_\_\_  
Notary Public

This Instrument was Drafted By:

Flaherty & Hood, P.A.  
525 Park Street, Suite 470  
St. Paul, MN 55103  
(651) 225-8840

Exhibit A  
Legal Description of Property

Parcel # 175350510

Lot 4, Block 7  
Pondview of Waseca

1108 10<sup>th</sup> Avenue SE  
Waseca, MN 56093

|  |   |                              |            |
|--|---|------------------------------|------------|
| <b>Title:</b>  | SET THE DATE FOR A PUBLIC HEARING ON AMENDING ORDINANCE NO. 1060 – REGARDING OFF-SALE LIQUOR LICENSING  |                              |            |
| <b>Meeting Date:</b>   | August 15, 2023   | <b>Agenda Item Number:</b>   | <b>6D</b>  |
| <b>Action:</b>   | <input checked="" type="checkbox"/> MOTION<br><input type="checkbox"/> REQUESTS/PRESENTATIONS<br><input type="checkbox"/> RESOLUTION<br><input type="checkbox"/> ORDINANCE<br><input type="checkbox"/> DISCUSSION | <b>Supporting Documents:</b> |            |
| <b>Originating Department:</b>                                       | Administration  | <b>Presented By:</b>         | City Clerk |
| <b>Approved By City Manager:</b> <input checked="" type="checkbox"/> | <b>Proposed Action:</b> Motion to set the date for a public Hearing on a text amendment to Ordinance No. 1060, Amending the number of allowed off-sale liquor licenses.   |                              |            |
| <b>How does this item pertain to Vision 2030 goals?</b>              | Creating high-quality community assets.   |                              |            |

**BACKGROUND:** City staff has been in the process of reviewing requirements for licenses and has noted that the number of allowed licenses per Ordinance 1060 does not meet the current local business needs in the City nor allow for any growth.

Cities with the same average size population as Waseca have anywhere from zero (0) to twenty (20) off-sale licenses; Waseca's current allowed number of off-sale licenses is ten (10).

Ordinance No. 1060 and the proposed change have been reviewed by the City's attorney, who has provided assistance with some language for the text amendment.

Suggested amendment:

(C) Pursuant to the provisions of Minnesota Statute § 340A.413 the City Council may determine the number of off-sale licenses that are permitted in City limits. The City Council has limited the number of off-sale licenses to fifteen (15). The Number of on-sale licenses shall be determined as in the statute.

**RECOMMENDATION:** Staff recommends the Waseca City Council set a date for a public hearing on the proposed text amendment to Ordinance 1060 for 7:00 PM on Tuesday, September 19, 2023.

|  |   |                              |                            |
|--|---|------------------------------|----------------------------|
| <b>Title:</b>  | Conduct Public Hearings for Consideration of Adoption of Ordinance No. 1109: An Ordinance of the Waseca City Council Amending Chapter 154 of the Code of Ordinances.  |                              |                            |
| <b>Meeting Date:</b>   | August 15, 2023   | <b>Agenda Item Number:</b>   | <b>7A</b>                  |
| <b>Action:</b>   | <input type="checkbox"/> MOTION<br><input type="checkbox"/> REQUESTS/PRESENTATIONS<br><input type="checkbox"/> RESOLUTION<br><input checked="" type="checkbox"/> ORDINANCE<br><input type="checkbox"/> DISCUSSION | <b>Supporting Documents:</b> | PC Memo Ordinance No. 1109 |
| <b>Originating Department:</b>                                       | Community Development   | <b>Presented By:</b>         | City Engineer              |
| <b>Approved by City Manager:</b> <input checked="" type="checkbox"/> | <b>Proposed Action:</b> Conduct Public Hearings and consider adopting Ordinance No. 1109 amending Chapter 154 of the Waseca City Code of Ordinances.  |                              |                            |
| <b>How does this item pertain to Vision 2030 goals?</b>              | Good Governance   |                              |                            |

**BACKGROUND:** In January of 2016, the City adopted changes to Chapter 154: Zoning of the Code of Ordinances. City Staff is continually reviewing and identifying code items to be modified and updated, as well as presenting new code items to be added. These amendments have been selected and brought forth to provide clarity within the Ordinance, reduce the need for common variances, and/or promote growth within the City.

The Planning Commission held a public hearing on proposed Text Amendments regarding driveways, accessory structures, and outdoor seating at their meeting on August 8, 2023 (see the attached PC Memo for text amendment details). A motion was made and seconded by the Planning Commission recommending approval of all three Text Amendments as presented. The motion was approved 3 - 0.

Due to the length of the Text Amendment changes, upon City Council approval a summary will be published in a local newspaper and the complete text will be available for viewing at Waseca City Hall (508 South State Street).

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

**POLICY CLARIFICATION:** The City Council has the authority to approve, reject, or make modifications to all, some, or none of the Text Amendments presented.

**ALTERNATIVES CONSIDERED:** None.

**RECOMMENDATION:** Conduct Public Hearings and adopt Ordinance No. 1109 approving the Text Amendments to Chapter 154 of the Waseca City Code of Ordinances as presented.

# PLANNING DEPARTMENT M E M O R A N D U M

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

**FROM:** Bill Green  
Planning and Zoning Coordinator

**MEETING DATE:** August 8, 2023

**SUBJECT:** Public Hearing-Action No. 23-05 – Zoning Text Amendments II

**ATTACHMENTS:** None

## REQUEST

On April 11, 2023, Waseca Staff had requested that the Planning Commission consider Zoning Ordinance amendments pertaining to Residential Driveways and Residential Detached Accessory Structure Setbacks. At that meeting, the Planning Commission recommended various modifications and that both proposed amendments be brought back to them for review at a later meeting. The City Council, at their meeting on April 18, 2023, agreed with the Planning Commission's recommendation. Therefore, these items were presented at the July 11<sup>th</sup> Planning Commission meeting for review with the aforementioned modifications. At that meeting, a code reference was requested for the driveway ordinance amendment, which has also now been included. The 3<sup>rd</sup> proposed amendment was new and involved outdoor seating in the B-3 District. At the July 11<sup>th</sup> meeting, the Planning Commission indicated that no changes needed to be made to the proposed detached accessory structure or outdoor seating ordinance amendments. All of these amendments were selected and proposed in order to provide clarity within the Ordinance and reduce the need for common variances.

Note: Underlined text is being added and ~~strikeout~~ text is being deleted.

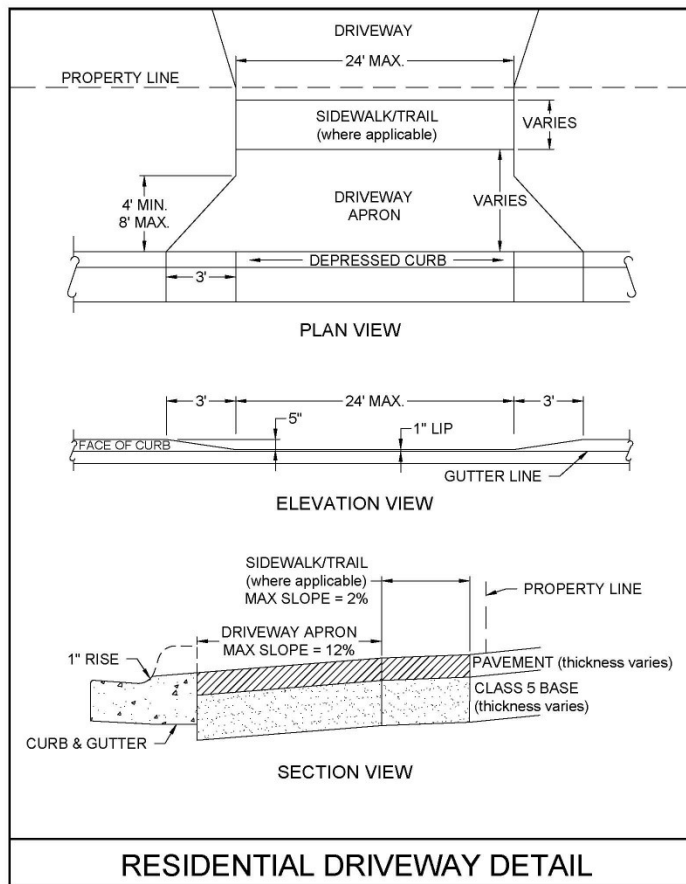
## PROPOSED AMENDMENT #1

### § 154.155 DRIVEWAYS AND PRIVATE INTERNAL ACCESS ROADS.

(4) ~~The maximum width for any portion of a driveway at the property line shall be 24 feet for a residential driveway; a commercial, industrial or institutional driveway may be 28 feet if two lanes and 36 feet if three lanes. The City Engineer may allow adjustments to the driveway intersection corner radius if needed to accommodate large trucks.~~ Residential driveways shall be a maximum of 24 feet in width at the property line with 3-foot-wide flares (4 foot minimum and 8 foot maximum length) and maximum slope of 12% as depicted in Figure 15-1 below. Refer also to § 154.162 Parking in Residential Areas, Supplementary. Commercial, industrial, or institutional driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to commercial, industrial, and institutional driveway widths, flares, or radii to accommodate large trucks.



**Figure 15-1: Residential Driveway Detail**



#### **§ 154.015 R-1, SUBURBAN RESIDENTIAL DISTRICT**

(G) *Driveway width.* ~~The maximum width of a residential driveway at the property line shall be 24 feet.~~ Residential driveways shall be a maximum of 24 feet in width at the property line with 3-foot-wide flares (4 foot minimum and 8 foot maximum length) and maximum slope of 12%. See § 154.155 (A) (4) Driveways and Private Internal Access Roads – Number, Separation and Width; and refer also to § 154.162 Parking in Residential Areas, Supplementary.

#### **§ 154.016 R-2, URBAN RESIDENTIAL DISTRICT**

(G) *Driveway width.* ~~The maximum width of a residential driveway at the property line shall be 24 feet.~~ Residential driveways shall be a maximum of 24 feet in width at the property line with 3-foot-wide flares (4 foot minimum and 8 foot maximum length) and maximum slope of 12%. See § 154.155 (A) (4) Driveways and Private Internal Access Roads – Number, Separation and Width; and refer also to § 154.162 Parking in Residential Areas, Supplementary.

#### **§ 154.017 R-3, MULTI-FAMILY DISTRICT, LOW AND MEDIUM DENSITY**

(G) *Driveway width.* ~~The maximum width of a residential driveway at the property line shall be 24 feet.~~ Residential driveways shall be a maximum of 24 feet in width at the property line with 3-foot-wide flares (4 foot minimum and 8 foot maximum length) and maximum slope of 12%. See § 154.155 (A) (4) Driveways and Private Internal Access Roads – Number, Separation and Width; and refer also to § 154.162 Parking in Residential Areas, Supplementary.

#### **§ 154.018 R-4, MULTI-FAMILY DISTRICT, HIGH DENSITY**

(G) ~~Driveway width.~~ The maximum width of a residential driveway at the property line shall be 24 feet. Residential driveways shall be a maximum of 24 feet in width at the property line with 3-foot-wide flares (4 foot minimum and 8 foot maximum length) and maximum slope of 12%. See § 154.155 (A) (4) Driveways and Private Internal Access Roads – Number, Separation and Width; and refer also to § 154.162 Parking in Residential Areas, Supplementary.

#### **§ 154.023 B-1, CENTRAL BUSINESS DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of a commercial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. ~~Alternative designs may be approved by the City Engineer.~~ Commercial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to commercial driveway widths, flares, or radii to accommodate large trucks.

#### **§ 154.024 B-2, COMMUNITY RETAIL AND SERVICE BUSINESS DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of a commercial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. ~~Alternative designs may be approved by the City Engineer.~~ Commercial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to commercial driveway widths, flares, or radii to accommodate large trucks.

#### **§ 154.025 B-3, NEIGHBORHOOD TRANSITION BUSINESS DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of a commercial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. ~~Alternative designs may be approved by the City Engineer.~~ Commercial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to commercial driveway widths, flares, or radii to accommodate large trucks.

#### **§ 154.026 B-4, REGIONAL RETAIL AND SERVICE BUSINESS DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of a commercial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. ~~Alternative designs may be approved by the City Engineer.~~ Commercial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to commercial driveway widths, flares, or radii to accommodate large trucks.

#### **§ 154.030 I-1, LIMITED INDUSTRY DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of an industrial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. ~~Alternative designs may be approved by the City Engineer.~~ Industrial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to industrial driveway widths, flares, or radii to accommodate large trucks.

## § 154.030 I-2, MODERATE INDUSTRY DISTRICT

(F) ~~Driveway width. The maximum width for any portion of an industrial driveway in the public road right of way shall be 28 feet if two lanes or 36 feet if three lanes. Alternative designs may be approved by the City Engineer.~~ Industrial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to industrial driveway widths, flares, or radii to accommodate large trucks.

### Reasoning

Staff would like to clarify and better define the City Code regarding driveway widths and insert a residential driveway detail. This information will remove ambiguity and provide clearer guidance to staff, property owners, and contractors. The proposed code changes maintain the existing maximum residential and commercial driveway widths at the property line of 24 feet and 28 feet respectively (on private property beyond the property line, driveway widths can be increased above the maximum).

In the past, staff have dealt with complaints regarding the allowable residential driveway width. In many cases, the conflicts arose when a contractor did not seek City guidance or obtain a ROW permit before constructing a driveway. Therefore, staff is now requiring ROW permits with inspections for all new driveways to ensure that they are complying with City Code.

At this time, staff is not recommending increasing the allowable residential driveway width for the following reasons: (1) increased stormwater runoff due to increased impervious surface coverage, (2) less safe for pedestrians and cyclists because it increases their exposure to vehicles, and (3) decreases overall aesthetics by reducing available green space.

For comparison, residential driveway widths for some other MN cities are shown below:

| City          | Residential Driveway Width                                   |
|---------------|--|
| Northfield    | 20 feet  |
| Madison Lake  | 22 feet  |
| Lonsdale      | 28 feet  |
| Owatonna      | 24 feet (lots < 80 feet wide), 32 feet (lots > 80 feet wide) |
| North Mankato | 24 feet (lots < 80 feet wide), 30 feet (lots > 80 feet wide) |
| Faribault     | 32 feet  |

If the Planning Commission wishes at this time to recommend increasing the allowable residential driveway width, staff recommends limiting the increase to no larger than the current allowable commercial driveway width of 28 feet.

NOTE: Any proposed increase in driveway width will likely require increased lot sizes or decreased building/other impervious areas within the Shoreland Overlay District. This is necessary in order to maintain the 25% maximum impervious area requirement.

## PROPOSED AMENDMENT #2

### § 154.015 R-1, SUBURBAN RESIDENTIAL DISTRICT.

**Table 4-6: Requirements for Detached Accessory Structures, R-1 District**

|  | <b><i>One-Family Residential Use</i></b> | <b><i>Two-Family Residential Use</i></b> | <b><i>Permitted Non-Residential Use</i></b> |
|--|--|--|---|
| Number of structures allowed   | 3  | 3  | 3   |
| Maximum accessory structure square footage - all allowable accessory structures combined | 1,100 sf                                 | 1,100 sf                                 | 1,100 sf                                    |
| Lot coverage maximum   | 10%                                      | 10 %                                     | 10 %  |
| Height maximum - garage  | 20                                       | 20                                       | 20  |
| Side wall height max - garage*   | 9  | 9  | 9   |
| Height maximum - other   | 12                                       | 12                                       | 12  |
| Minimum setbacks**   |  |  |   |
| Front  | No closer than principal                 | No closer than principal                 | No closer than principal                    |
| Side   | 5  | 5  | 5   |
| Corner side  | No closer than principal                 | No closer than principal                 | No closer than principal                    |
| Rear   | 5  | 5  | 5   |
| From principal structure   | <del>6</del> 0                           | 6  | 6   |

### § 154.016 R-2, URBAN RESIDENTIAL DISTRICT.

**Table 4-10: Requirements for Detached Accessory Structures, R-2 District**

|  | <b><i>One-Family Residential Use</i></b> | <b><i>Two-Family Residential Use</i></b> | <b><i>Multiple-Family Residential Use</i></b> | <b><i>Permitted Non-Residential Use</i></b> |
|--|--|--|---|---|
| Number of structures allowed   | 3  | 3  | 3   | 3   |
| Maximum accessory structure square footage - all allowable accessory structures combined | 1,100 sf                                 | 1,100 sf                                 | 1,100 sf                                      | 1,100 sf                                    |
| Lot coverage maximum   | 10%                                      | 10 %                                     | 10 %  | 10 %  |
| Height maximum - garage  | 20                                       | 20                                       | 20  | 20  |
| Side wall height max -   |  |  |   |   |
| Garage*  | 9  | 9  | 9   | 9   |
| Height maximum - other   | 12                                       | 12                                       | 12  | 12  |
| Minimum setbacks   |  |  |   |   |
| Front  | No closer than principal                 | No closer than principal                 | No closer than principal                      | No closer than principal                    |
| Side   | 3  | 3  | 3   | 3   |
| Corner side  | No closer than principal                 | No closer than principal                 | No closer than principal                      | No closer than principal                    |
| Rear   | 3  | 3  | 3   | 3   |
| From principal structure   | <del>6</del> 0                           | 6  | 6   | 6   |
| From alley   | 5  | 5  | 5   | 5   |

### Reasoning

The Minnesota Residential Code continues to evolve and be updated in many areas. The City code should not be more restrictive than the State code in this area regarding the setback of an accessory structure from the principal structure when dealing with an individual dwelling unit on the same lot. Narrow lots in the city are restrictive to the addition of garages and carports in some cases due to this code.

### PROPOSED AMENDMENT #3

#### § 154.022 PRINCIPAL AND ACCESSORY USES IN THE BUSINESS DISTRICTS.

Table 5-1: Summary of the Principal Permitted and Conditional Land Uses in the Business Districts

| <i>Land Uses</i>   | <i>Zoning Districts</i> |            |            |            | <i>Specific Development Requirements</i> |
|--|-------------------------|------------|------------|------------|--|
|  | <i>B-1</i>              | <i>B-2</i> | <i>B-3</i> | <i>B-4</i> |  |
| <i>Business Uses</i>   |                         |            |            |            |  |
| Restaurants, cafes or supper clubs, including those with outdoor seating | P                       | P          | <u>P</u>   | P          | §§ 154.109 - 154.144                     |

### Reasoning

In May of 2023, the owners/operators of the Mis Tres Flores restaurant at 100 10<sup>th</sup> Ave SE requested permission to place ice cream carts and tables in their parking lot for customer use. City staff investigated the Zoning Ordinance and found that outdoor seating was permitted in the B-1, B-2, and B-4 Districts, but was not permitted in the B-3 District. Therefore, staff issued a special event permit to grant the Mis Tres Flores request through September 30, 2023, with the understanding that staff would bring a proposed ordinance revision to the Planning Commission to allow outdoor seating in the B-3 District. It is the opinion of staff that allowing outdoor seating in the B-3 District would benefit existing and future Waseca businesses.

NOTE: Permitting outdoor seating does not permit the consumption or sale of alcohol outside the establishment. To allow outdoor consumption or sale of alcohol, a place of business would need to obtain the appropriate liquor licenses.

## ORDINANCE NO. 1109

### AN ORDINANCE AMENDING CHAPTER 154: ZONING

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

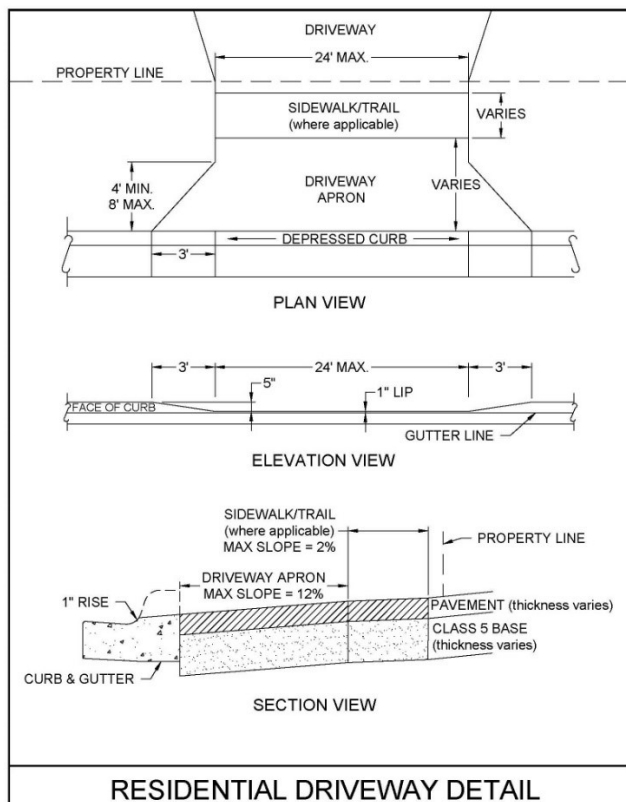
**NOW, THEREFORE**, the City of Waseca does hereby ordain that the amendments to Chapter 154 of the Waseca Code of Ordinances as shown herein are hereby approved and modified. The modification only amends the specified codes, the remainder of the Ordinance shall remain as previously adopted.

**SECTION 1.** Chapter 154: ZONING of the Waseca Code of Ordinances is hereby amended as follows, underlined text is being added and ~~strikeout~~ text is being deleted:

#### § 154.155 DRIVEWAYS AND PRIVATE INTERNAL ACCESS ROADS.

(4) ~~The maximum width for any portion of a driveway at the property line shall be 24 feet for a residential driveway; a commercial, industrial or institutional driveway may be 28 feet if two lanes and 36 feet if three lanes. The City Engineer may allow adjustments to the driveway intersection corner radius if needed to accommodate large trucks.~~ Residential driveways shall be a maximum of 24 feet in width at the property line with 3-foot-wide flares (4 foot minimum and 8 foot maximum length) and maximum slope of 12% as depicted in Figure 15-1 below. Refer also to § 154.162 Parking in Residential Areas, Supplementary. Commercial, industrial, or institutional driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to commercial, industrial, and institutional driveway widths, flares, or radii to accommodate large trucks.

Figure 15-1: Residential Driveway Detail



#### **§ 154.015 R-1, SUBURBAN RESIDENTIAL DISTRICT**

(G) ~~Driveway width.~~ The maximum width of a residential driveway at the property line shall be 24 feet. Residential driveways shall be a maximum of 24 feet in width at the property line with 3-foot-wide flares (4 foot minimum and 8 foot maximum length) and maximum slope of 12%. See § 154.155 (A) (4) Driveways and Private Internal Access Roads – Number, Separation and Width; and refer also to § 154.162 Parking in Residential Areas, Supplementary.

#### **§ 154.016 R-2, URBAN RESIDENTIAL DISTRICT**

(G) ~~Driveway width.~~ The maximum width of a residential driveway at the property line shall be 24 feet. Residential driveways shall be a maximum of 24 feet in width at the property line with 3-foot-wide flares (4 foot minimum and 8 foot maximum length) and maximum slope of 12%. See § 154.155 (A) (4) Driveways and Private Internal Access Roads – Number, Separation and Width; and refer also to § 154.162 Parking in Residential Areas, Supplementary.

#### **§ 154.017 R-3, MULTI-FAMILY DISTRICT, LOW AND MEDIUM DENSITY**

(G) ~~Driveway width.~~ The maximum width of a residential driveway at the property line shall be 24 feet. Residential driveways shall be a maximum of 24 feet in width at the property line with 3-foot-wide flares (4 foot minimum and 8 foot maximum length) and maximum slope of 12%. See § 154.155 (A) (4) Driveways and Private Internal Access Roads – Number, Separation and Width; and refer also to § 154.162 Parking in Residential Areas, Supplementary.

#### **§ 154.018 R-4, MULTI-FAMILY DISTRICT, HIGH DENSITY**

(G) ~~Driveway width.~~ The maximum width of a residential driveway at the property line shall be 24 feet. Residential driveways shall be a maximum of 24 feet in width at the property line with 3-foot-wide flares (4 foot minimum and 8 foot maximum length) and maximum slope of 12%. See § 154.155 (A) (4) Driveways and Private Internal Access Roads – Number, Separation and Width; and refer also to § 154.162 Parking in Residential Areas, Supplementary.

#### **§ 154.023 B-1, CENTRAL BUSINESS DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of a commercial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. Alternative designs may be approved by the City Engineer. Commercial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to commercial driveway widths, flares, or radii to accommodate large trucks.

#### **§ 154.024 B-2, COMMUNITY RETAIL AND SERVICE BUSINESS DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of a commercial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. Alternative designs may be approved by the City Engineer. Commercial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to commercial driveway widths, flares, or radii to accommodate large trucks.

### **§ 154.025 B-3, NEIGHBORHOOD TRANSITION BUSINESS DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of a commercial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. Alternative designs may be approved by the City Engineer. Commercial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to commercial driveway widths, flares, or radii to accommodate large trucks.

### **§ 154.026 B-4, REGIONAL RETAIL AND SERVICE BUSINESS DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of a commercial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. Alternative designs may be approved by the City Engineer. Commercial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to commercial driveway widths, flares, or radii to accommodate large trucks.

### **§ 154.030 I-1, LIMITED INDUSTRY DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of an industrial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. Alternative designs may be approved by the City Engineer. Industrial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to industrial driveway widths, flares, or radii to accommodate large trucks.

### **§ 154.030 I-2, MODERATE INDUSTRY DISTRICT**

(F) ~~Driveway width.~~ The maximum width for any portion of an industrial driveway in the public road right-of-way shall be 28 feet if two lanes or 36 feet if three lanes. Alternative designs may be approved by the City Engineer. Industrial driveways shall be a maximum of 28 feet in width at the property line if two lanes, a maximum of 36 feet in width at the property line if three lanes and shall have a maximum slope of 10%. The City Engineer may, at their discretion, allow adjustments to industrial driveway widths, flares, or radii to accommodate large trucks.



**§ 154.015 R-1, SUBURBAN RESIDENTIAL DISTRICT.**

**Table 4-6: Requirements for Detached Accessory Structures, R-1 District**

|  | <i><b>One-Family Residential Use</b></i> | <i><b>Two-Family Residential Use</b></i> | <i><b>Permitted Non-Residential Use</b></i> |
|--|--|--|---|
| Number of structures allowed   | 3  | 3  | 3   |
| Maximum accessory structure square footage - all allowable accessory structures combined | 1,100 sf                                 | 1,100 sf                                 | 1,100 sf                                    |
| Lot coverage maximum   | 10%                                      | 10 %                                     | 10 %  |
| Height maximum - garage  | 20                                       | 20                                       | 20  |
| Side wall height max - garage*   | 9  | 9  | 9   |
| Height maximum - other   | 12                                       | 12                                       | 12  |
| Minimum setbacks**   |  |  |   |
| Front  | No closer than principal                 | No closer than principal                 | No closer than principal                    |
| Side   | 5  | 5  | 5   |
| Corner side  | No closer than principal                 | No closer than principal                 | No closer than principal                    |
| Rear   | 5  | 5  | 5   |
| From principal structure   | <del>6</del> 0                           | 6  | 6   |

**§ 154.016 R-2, URBAN RESIDENTIAL DISTRICT.**

**Table 4-10: Requirements for Detached Accessory Structures, R-2 District**

|  | <b><i>One-Family<br/>Residential Use</i></b> | <b><i>Two-Family<br/>Residential Use</i></b> | <b><i>Multiple-Family<br/>Residential Use</i></b> | <b><i>Permitted Non-<br/>Residential Use</i></b> |
|--|--|--|---|--|
| Number of structures allowed   | 3  | 3  | 3   | 3  |
| Maximum accessory structure square footage - all allowable accessory structures combined | 1,100 sf                                     | 1,100 sf                                     | 1,100 sf  | 1,100 sf   |
| Lot coverage maximum   | 10%  | 10 %   | 10 %  | 10 %   |
| Height maximum - garage  | 20   | 20   | 20  | 20   |
| Side wall height max -   |  |  |   |  |
| Garage*  | 9  | 9  | 9   | 9  |
| Height maximum - other   | 12   | 12   | 12  | 12   |
| Minimum setbacks   |  |  |   |  |
| Front  | No closer than principal                     | No closer than principal                     | No closer than principal                          | No closer than principal                         |
| Side   | 3  | 3  | 3   | 3  |
| Corner side  | No closer than principal                     | No closer than principal                     | No closer than principal                          | No closer than principal                         |
| Rear   | 3  | 3  | 3   | 3  |
| From principal structure   | <del>6</del> 0                               | 6  | 6   | 6  |
| From alley   | 5  | 5  | 5   | 5  |

**§ 154.022 PRINCIPAL AND ACCESSORY USES IN THE BUSINESS DISTRICTS.**

**Table 5-1: Summary of the Principal Permitted and Conditional Land Uses in the Business Districts**

| Land Uses  | Zoning Districts |     |          |     | Specific Development Requirements |
|--|------------------|-----|----------|-----|-----------------------------------|
|  | B-1              | B-2 | B-3      | B-4 |                                   |
| Business Uses  |                  |     |          |     |                                   |
| Restaurants, cafes or supper clubs, including those with outdoor seating | P                | P   | <u>P</u> | P   | §§ 154.109 - 154.144              |

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

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
RANDY L. ZIMMERMAN  
MAYOR

ATTEST:

\_\_\_\_\_  
JULIA HALL  
CITY CLERK

Introduced: 08.08.2023  
Adopted: 08.15.2023  
Published: 08.23.2023  
Effective: 08.25.2023

|  |   |                              |  |
|--|---|------------------------------|--|
| <b>Title:</b>  | CONDUCT A HEARING FOR DISCUSSION AND ACTION FOR ON & OFF SALE LIQUOR VIOLATIONS   |                              |  |
| <b>Meeting Date:</b>   | August 15, 2023   | <b>Agenda Item Number:</b>   | <b>7B</b>  |
| <b>Action:</b>   | <input type="checkbox"/> MOTION<br><input type="checkbox"/> REQUESTS/PRESENTATIONS<br><input checked="" type="checkbox"/> RESOLUTION<br><input type="checkbox"/> ORDINANCE<br><input type="checkbox"/> DISCUSSION | <b>Supporting Documents:</b> | City Code Chapter 113:<br>Liquor violations<br>City Policy 1.06<br>Resolutions 23-37 & 23-38 |
| <b>Originating Department:</b>                                       | Administration  | <b>Presented By:</b>         | City Attorney  |
| <b>Approved by City Manager:</b> <input checked="" type="checkbox"/> | <b>Proposed Action:</b> Discussion and action for On & Off Sale Liquor Violation Policy penalties and adoption of pertinent resolutions.  |                              |  |
| <b>How does this item pertain to Vision 2030 goals?</b>              | Good Governance   |                              |  |

**BACKGROUND:** The Police Department conducted alcohol compliance checks in December 2022, and citations were issued to the following licensed establishments for the sale of alcohol to a minor:

Coborn's Incorporated DBA: Cash Wise Liquor  
Wal-Mart

The employees/servers pled guilty and were sentenced. The licensees have been notified via mail of the hearing and of their right to have an attorney present and also to present evidence on their behalf. The licensees were also provided a copy of the synopsis of the Police reports and conviction information.

The City Attorney has reviewed the liquor violation information and will be present for the hearings.

The City Council is the licensing authority and has the right to conduct a hearing whenever a liquor violation has taken place. The Council also determines the appropriate disciplinary action to be taken. Attached is a copy of City Code Section 113.03, Subd. E(5) regarding liquor violations, and City Policy Section 1.06 which provides guidelines for offenses.

This is the first (only) violation this calendar year for both Cash Wise and Walmart.

**RECOMMENDATION:** Following the hearing, staff recommends Council discussion and a decision in accordance with the City's On and Off Sale Liquor Violation Policy. Resolutions pertaining to each establishment are presented for Council consideration.

**WASECA CITY CODE**  
**CHAPTER 113**

**113.03 INTOXICATING LIQUOR.**

(A) It is unlawful for any person to sell, or keep or offer for on-sale or off-sale any liquor without a license therefor from the city.

(B) (1) The annual on-sale liquor license fee shall be set by the City Council in accordance with Minnesota Statutes regulating liquor licensing.

(2) The annual off-sale liquor license fee shall be set by the City Council in accordance with Minnesota Statutes regulating liquor licensing.

(3) The annual on-sale Sunday liquor license fee and the temporary on-sale Sunday liquor license fee per occasion shall be set by the City Council in accordance with Minnesota Statutes regulating liquor licensing.

(C) (1) No on-sale or off-sale license shall be effective beyond the compact and contiguous space names therein for which the same was granted.

(2) Not more than ten off-sale licenses shall be granted at any one time.

(3) Not more than ten on-sale licenses shall be granted at any one time.

(4) (a) Every person desiring a license shall file with the Records Administrative Secretary a written and verified application with information as may be required thereon. An off-sale application shall be accompanied with a certificate of liquor liability coverage meeting the state minimum coverage requirements or a certificate of the State Treasurer that the licensee has deposited with him or her the required in cash or securities. The liquor liability certificate must cover actual license period. On-sale applications must be accompanied by a certificate of liquor liability coverage meeting the state minimum coverage requirements or a certificate of the State Treasurer that the licensee has deposited with him or her the required amount.

(b) The insurance policy shall further provide that no cancellation of the same for any cause, can be made without first giving a ten-day notice to the Records Administrative Secretary. Sales by a licensee without insurance coverage shall be grounds for immediate revocation of the license.

(5) No license shall be issued for premises located within areas restricted against commercial use through zoning ordinances or other proceedings or legal processes regularly had for that purpose, except that licenses may be issued for sale in restaurants in premises which have been restricted against commercial uses since the establishment of the restaurants therein; and no license shall be issued contrary to the provisions of any charter, ordinance or any special law restricting areas within which intoxicating liquor may be sold. No license shall be issued for premises or places in which the sale or use thereof has been prohibited by the Intoxicating Liquor Act or the city code.

(D) (1) All off-sale stock located on premises for which both an "on-sale" and an "off-sale" license have been issued shall be maintained apart from "on-sale" liquor stock and shall be closed off and secured against access for any retail business purpose except during those hours when "off-sale" transactions are permitted.

(2) Off-sale purchases must be removed from the premises during the off-sale hours. This applies to all off-sale license holders including combination on-off sale licenses. For the purpose of allowing refrigeration of 3.2 malt liquor kegs, arrangements may be made with the Police Department for removal of kegs between 7:00 a.m. and 5:00 p.m. on the days during which sales are not allowed if the sale is confirmed during business hours.

(E) (1) Notwithstanding any provision of this section, no person shall, directly or indirectly, sell or serve intoxicating liquors on Sunday, without having first obtained a special license from the city therefor.

(2) A special Sunday on-sale license may be issued by the City Council for a period of one year.

(3) Sunday on-sale licenses may only be issued to bonafide hotels or restaurants, as defined in M.S. § 340A.101 (13) and (25), and Waseca City Code § [113.01](#)(A) respectively, as it may be amended from time to time.

(4) No licensee shall sell or serve liquor on Sunday unless in conjunction with the serving of food as provided in M.S. § 340A.504 (3), as it may be amended from time to time.

(a) The hours of Sunday operation shall be between the hours of 10:00 a.m. Sunday and 1:00 a.m. Monday.

(b) Food service must be provided and maintained from the time of opening until no less than three hours before closing.

(5) Failure of the licensee to comply with provisions of this section may result in immediate revocation of a liquor license after a hearing held by the City Council for which proper notice is given.

**City POLICY HANDBOOK**  
**CHAPTER ONE**

**SECTION 1.06 On-Off Sale Liquor Violation Policy.** It is the policy of the Waseca City Council to conduct a hearing whenever a liquor violation has taken place to determine the appropriate disciplinary action to be taken by the City Council.

- A. The license holder will be sent appropriate notice concerning violation and the hearing date set by the City Council.
- B. The license holder shall appear before the City Council on hearing date and may be represented by an Attorney.
- C. The City Attorney will conduct the hearing process to determine if a liquor violation occurred.
- D. These guidelines will apply for offenses which occur within twelve months of each other and the severity of the penalty will depend on the circumstances of each individual case and will be determined by the City Council. In addition to the penalties listed below, Council may also impose a fine.
  - 1. First Offense - \$250 fine and required proof of the implementation of an employee training program
  - 2. Second Offense - Seven (7) days suspension, to include seven (7) consecutive business days
  - 3. Third Offense - Ten or more days suspension to possible revocation

(revised 1/02/08 Resol. 08-02)

**RESOLUTION NO. 23-37**

**A RESOLUTION OF THE WASECA CITY COUNCIL  
REGARDING LIQUOR LAW VIOLATION  
WAL-MART LIQUOR STORE**

**WHEREAS**, a hearing was held at the regular meeting of the Waseca City Council on August 15, 2023, to consider whether or not there has been a violation of the laws governing the sale of alcoholic beverages committed by an employee of Wal-Mart Liquor Store, a licensee of the City of Waseca, Minnesota;

**WHEREAS**, the evidence has been presented and the licensee given an opportunity to be heard;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WASECA HEREBY RESOLVES:**

1. That the allegations of an unlawful sale to a person under the age of 21 on December 20, 2022, by an employee of the licensee have been proved by substantial evidence;
2. That this is their first (only) violation this calendar year. That a \$250.00 fine is hereby imposed on Wal-Mart.
3. That proof of implementation of a detailed Minnesota liquor law employee compliance program shall be submitted before September 30, 2023.
4. That the City Attorney shall prepare Findings of Fact, Conclusions of Law and Order reflecting the action of the Council for approval by the Council and execution by the Mayor, which shall be served by mail upon licensee as the Order of the Council.

Adopted this 15<sup>th</sup> day of August, 2023.

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RANDY L. ZIMMERMAN  
MAYOR

ATTEST:

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JULIA HALL  
CITY CLERK



**RESOLUTION NO. 23-38**

**A RESOLUTION OF THE WASECA CITY COUNCIL  
REGARDING LIQUOR LAW VIOLATION  
COBORN INCORPORATED DBA: CASH WISE LIQUOR STORE**

**WHEREAS**, a hearing was held at the regular meeting of the Waseca City Council on August 15, 2023, to consider whether or not there has been a violation of the laws governing the sale of alcoholic beverages committed by an employee of Cash Wise Liquor Store, a licensee of the City of Waseca, Minnesota;

**WHEREAS**, the evidence has been presented and the licensee given an opportunity to be heard;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WASECA HEREBY RESOLVES:**

1. That the allegations of an unlawful sale to a person under the age of 21 on December 20, 2022, by an employee of the licensee have been proved by substantial evidence;
2. That this is their first (only) violation this calendar year. That a \$250.00 fine is hereby imposed on Cash Wise;
3. That proof of implementation of a detailed Minnesota liquor law employee compliance program shall be submitted before September 30, 2023;
4. That the City Attorney shall prepare Findings of Fact, Conclusions of Law and Order reflecting the action of the Council for approval by the Council and execution by the Mayor, which shall be served by mail upon licensee as the Order of the Council.

Adopted this 15<sup>th</sup> day of August, 2023.

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RANDY L. ZIMMERMAN  
MAYOR

ATTEST:

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JULIA HALL  
CITY CLERK

|   |   |                              |   |
|---|---|------------------------------|---|
| <b>Title:</b>   | Adoption of Trespass Policy   |                              |   |
| <b>Meeting Date:</b>                                    | August 15, 2023   | <b>Agenda Item Number:</b>   | <b>7C</b>                               |
| <b>Action:</b>  | <input checked="" type="checkbox"/> MOTION<br><input type="checkbox"/> REQUESTS/PRESENTATIONS<br><input type="checkbox"/> RESOLUTION<br><input type="checkbox"/> ORDINANCE<br><input type="checkbox"/> DISCUSSION | <b>Supporting Documents:</b> | Trespass Notice Policy Resolution 23-36 |
| <b>Originating Department: Waseca Police Department</b> |   | <b>Presented By:</b>         | City Manager                            |
| <b>Approved By City Manager:</b>                        | <b>Proposed Action:</b><br>Waseca City Council approves the trespass policy outlining the procedures to be done when an individual is issued a trespass notice.   |                              |   |
| <b>How does this item pertain to Vision 2030 goals?</b> | Promotes good governance  |                              |   |

**BACKGROUND:**

In December of 2022, the American Civil Liberties Union filed a lawsuit against the City of Waseca, Chief Penny Vought, and Officer Andrew Harren, alleging a juvenile was denied due process when he was issued a trespass notice after allegedly committing approximately \$1,628.72 in criminal damage to Trowbridge Park. This criminal case is still pending.

On April 27, 2023, a settlement conference was held at the United States District Court Courthouse in St. Paul and was conducted by the Honorable United States Magistrate Judge John Docherty. In the course of the conference, a trespass policy and procedures were agreed upon by the involved parties.

The proposed policy is included in supporting documents.

**BUDGET IMPACT:** None

**POLICY QUESTION:** None

**ALTERNATIVES CONSIDERED:** None

**RECOMMENDATION:** It is recommended that the Waseca City Council adopt the trespass policy outlined above.

## **TRESPASS NOTICE POLICY**

### **Purpose and Scope:**

This policy provides guidelines for the issuance of trespass notices for City parks in the City of Waseca.

### **Definitions:**

**Designated City staff** means full-time employees of the City of Waseca to whom the City Manager has delegated the authority to issue trespass notices.

**Trespass notice** means a written notice to an individual prohibiting that individual from entering a designated place or area, for a period of up to one year, on penalty of being charged with trespassing under Minnesota Statutes section 609.605.

### **Policy:**

Waseca Police Officers and designated City staff may issue trespass notices to individuals upon having reasonable grounds to believe that the individual has: (1) stolen, damaged, vandalized, or disturbed park property; (2) committed crimes or offenses in a City park or upon park property; (3) violated park rules or failed to heed directions from City staff, workers, or park volunteers pertaining to the use of such property; (4) has harassed, or interfered with City staff in the performance of their duties within a City park; or (5) has organized, encouraged, or participated in behaviors that unreasonably interfere with the use and enjoyment of park roads, properties, and facilities by other lawful users. Trespass notices may not be issued in circumstances where doing so would violate the First Amendment or other constitutional rights of an individual.

### **Procedures for Issuing Trespass Notices:**

1. Waseca Police Officers and designated City staff must consult with both their supervisor and the city or county attorney having authority to prosecute criminal trespass violations prior to issuing a trespass notice.
2. A trespass notice issued by a Waseca Police Officer or designated City staff is effective upon being delivered to the recipient, goes into immediate effect, may last up to one year, and must only apply to the specific City park from where grounds arose for issuing the notice.
3. If grounds arise for issuing a second trespass notice to an individual while a first one is still in effect, the second trespass notice may be made applicable to all City parks in the City of Waseca.
4. The issuance of a trespass notice may be in addition to or in lieu of any criminal charges against an individual.
5. In the case of a juvenile, a copy of the notice shall be provided to the juvenile's parent or guardian.
6. A trespass notice will include information on how to appeal the notice.

### **Right to Appeal:**

The subject of a trespass notice issued by a Waseca Police Officer or designated City staff, or in the case of a juvenile, the juvenile's parent or guardian, may initiate an appeal that will be heard

by a committee of the Waseca City Council. The committee will weigh evidentiary facts on a preponderance of the evidence standard.

#### **Appeal Procedures:**

1. The subject of a trespass notice has 14 calendar days after receiving the notice to submit an appeal.
2. An appeal must be submitted in writing to the Waseca City Clerk and received before the expiration of the appeal deadline. The appeal must include the subject's name, phone number or email address, the date the notice was issued, and a copy of the trespass notice issued or its case number. The written appeal must also include a brief description of the circumstances leading to the issuance of the notice and a brief explanation of the factual and legal grounds upon which the appeal is based.
3. The appeal will be heard by a panel of three of the following individuals, two of whom must be City Council members. The third panel member may be:
  - a. Waseca City Manager
  - b. Waseca City Council members
  - c. Waseca City Attorney (unless that person approved the issuance of the notice)
  - d. Waseca City Clerk
4. The hearing before the appeal panel must be scheduled within 14 business days of the City Manager's receipt of the written appeal, unless there are no regular City Council meetings scheduled during that time frame or the 14-day timeline is waived by the subject of the trespass notice.
5. The subject of the trespass notice will receive notice of the date the hearing has been scheduled by telephone, email, personal service, or U.S. Mail. If the subject of the notice is a juvenile, the juvenile's parent or guardian will receive notice of the date of the hearing.

#### **Hearing Procedures:**

1. During a hearing to decide the appeal of the trespass notice, the Waseca Police Officer or designated City official who issued the trespass notice, or another City staff member appearing on their behalf, will explain the circumstances leading to the issuance of the trespass notice and the grounds upon which it is based.
2. After the representative for the City presents justification for the trespass notice, the subject of the notice, or the subject's attorney, or parent or guardian in the case of a juvenile, will present their arguments opposing the notice.
3. The committee, upon weighing the evidence presented, may affirm the issuance of the trespass notice if it is satisfied, based on a preponderance of the evidence, that there are reasonable grounds to believe that one of the circumstances warranting the issuance of a notice exist
4. The committee, upon hearing the parties, may affirm the issuance of the trespass in full; or modify the time-period of the notice; or rescind the notice completely.
5. The committee will issue their decision in writing within 30 days of the conclusion of the hearing. The trespass notice shall remain in effect while the appeal and decision are pending.

**\*\*Consider editing trespass notice to include a narrative of underlying facts and grounds for issuance to avoid need for confidential criminal investigative data at hearing.**

**\*\*Consider creating appeal form that includes MGDPA waiver giving permission to share private data with appeal panel for the purposes of conducting the hearing.**

**RESOLUTION NO. 23-36**  
**A RESOLUTION OF THE WASECA CITY COUNCIL**  
**RELATING TO THE TRESPASS POLICY**

**WHEREAS**, the City of Waseca has enacted a trespass policy which will allow for an appeal of any trespass notice issued to an individual or for a parent to appeal a notice issued to a child:

**WHEREAS**, the policy calls for the creation of an appeals committee:

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Waseca, Minnesota:

1. That the following person be appointed to the trespass appeal panel: Mayor, Councilmembers, City Manager, City Attorney and City Clerk;
2. That upon the receipt of an appeal that a panel will be selected by the City Clerk, the panel shall be three members and shall consist of at least two members of the council (which includes the mayor) and one other person who can be the City Manager, City Attorney, City Clerk or a third member of the council.
3. The council shall designate annually the councilmembers and staff that will serve on this committee along with an alternate who can serve if a member is not available within the fourteen (14) days of the appeal
4. Any City Staff member involved in the decision to issue the trespass notice shall not be eligible to serve on the committee for that matter and an alternate will be selected

Adopted by the City Council this \_\_\_\_\_th day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
RANDY L. ZIMMERMAN  
MAYOR

ATTEST:

\_\_\_\_\_  
JULIA HALL  
CITY CLERK

|  |  |                              |                                   |
|--|--|------------------------------|-----------------------------------|
| <b>Title:</b>  | Temporary extension of licenses premises at Barden's, Box Car, and Katie O'Leary's for the "Halfway to All School Reunion" special event   |                              |                                   |
| <b>Meeting Date:</b>   | August 15, 2023  | <b>Agenda Item Number:</b>   | <b>7D</b>                         |
| <b>Action:</b>   | <input checked="" type="checkbox"/> MOTION<br><input type="checkbox"/> REQUESTS/PRESENTATIONS<br><input type="checkbox"/> RESOLUTION<br><input type="checkbox"/> ORDINANCE<br><input type="checkbox"/> DISCUSSION            | <b>Supporting Documents:</b> | License Extension Requests w/maps |
| <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> Motion granting Temporary Extension of Liquor License Premises and extension of outside open bottle rules for the "Halfway to All School Reunion" event with Barden's, Box Car, and Katie O'Leary's. |                              |                                   |
| <b>How does this item pertain to Vision 2030 goals?</b>              | Good Governance  |                              |                                   |

**BACKGROUND:** The City has received a request from Barden's, Box Car, and Katie O'Leary's for a temporary extension of the licensed premises for a one-day outdoor event in the adjacent streets and parking lots on Saturday, September 2, 2023.

Representatives of Barden's, Box Car, and Katie O'Leary's, as well as the Special Event Coordinator Ann Fitch, have discussed security and other issues with the Police Department and City Staff. The hours of the event are 2:00 p.m. to 2:00 a.m. The event is the same as in previous years, with controlled access.

This event has been held in years past, and no problems have been reported, so as in the past, they are asking that the Council allow responsible "open bottle" consumption in the barricaded event areas until a "last call" of 1:00 a.m.

The City has a certificate of insurance for liquor liability insurance coverage on file for all three establishments.

**RECOMMENDATION:** Staff recommends a motion Granting Temporary Extension of the Licensed Premises to Barden's, Box Car Bar, and Katie O'Leary's, as well as allowing outdoor consumption until a "last call" of 1:00 a.m. for a one-evening outdoor event on September 2, 2023; into the morning of September 3, 2023.

I Shane Wendland, Owner of Barden's Bar, would like to request permission to extend premise to the back alley and municipal lot behind Barden's Bar on Saturday September 2<sup>nd</sup> from 6pm to 1am September 3<sup>rd</sup>.

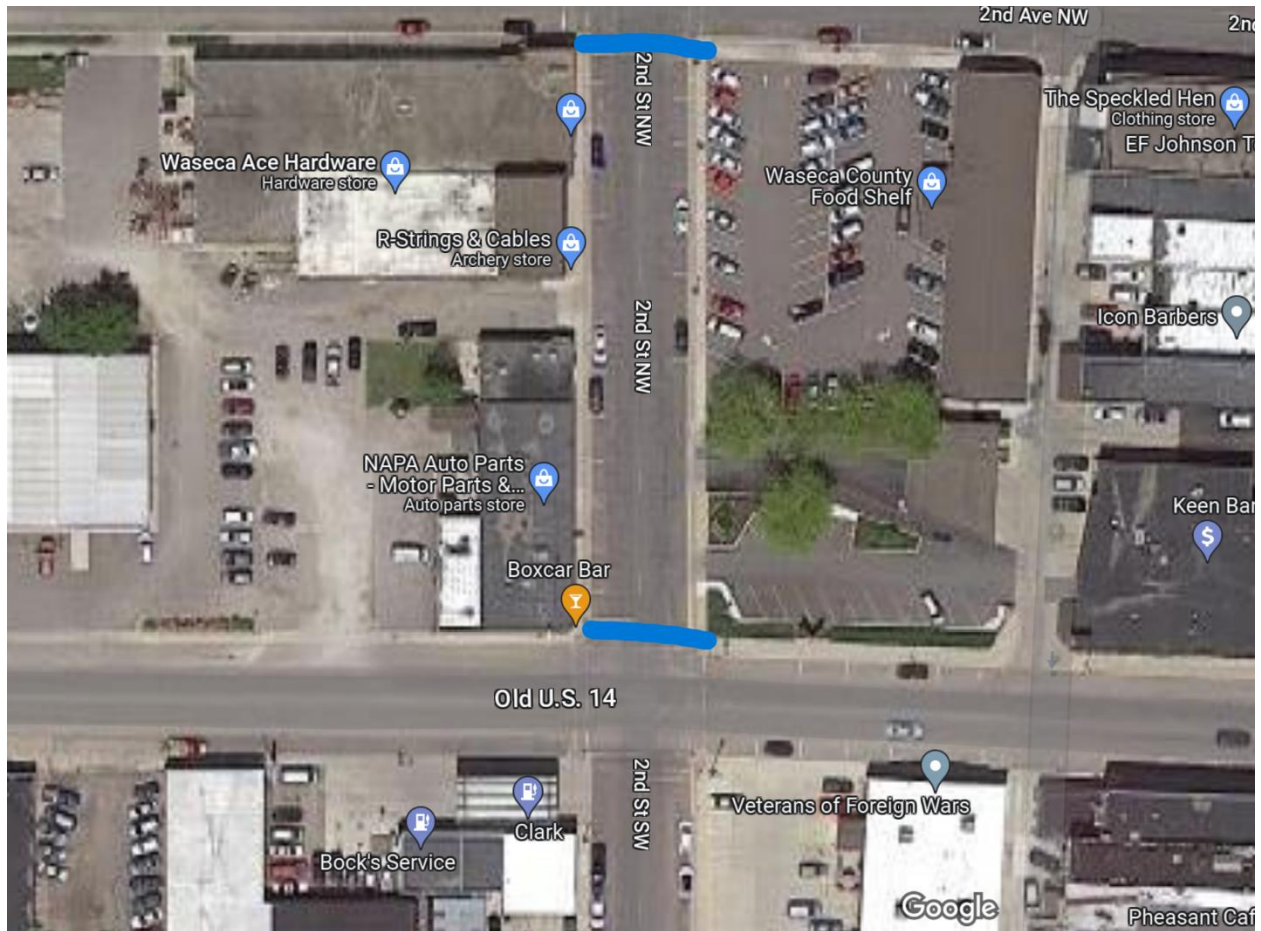
Wrist bands will be used to ensure everyone has been appropriately ID'd and only those 21+ are being served. Per the Special Events Permit, barricades are requested to enclose the area. Per the Special Events Permit and event organizer, The All School Reunion, Waseca Police will be on foot patrolling throughout the night. The alley and parking lot is to be blocked off at the markings below.





I Todd Schmidt, Owner of Boxcar Bar, would like to request permission to extend premise to 2<sup>nd</sup> St NW from Elm Ave to 2<sup>nd</sup> Ave NW, on Saturday September 2<sup>nd</sup> from 6pm to 1am September 3<sup>rd</sup>.

Wrist bands will be used to ensure everyone has been appropriately ID'd and only those 21+ are being served. Per the Special Events Permit, barricades are requested to enclose the area. Per the Special Events Permit and event organizer, The All School Reunion, Waseca Police will be on foot patrolling throughout the night. 2<sup>nd</sup> St is to be blocked off at the markings below.



**KATIE O'LEARY'S**  
**Beef & Brew**  
**117 2<sup>ND</sup> Avenue NE**  
**Waseca, MN 56093**  
**(507) 835-2000**

**August 9, 2023**

**Carl Sonnenberg**  
**Waseca City Manager**  
**Waseca City Hall**  
**508 South State Street**  
**Waseca, MN 56093**

**RE: Temporary Extension of Liquor License for September 2, 2023 at Katie O'Leary's**

**Dear Mr. Sonnenberg:**

The purpose of my letter to you is to request permission from the City to grant an extension of Katie O'Leary's liquor license. I am requesting that this approval be for **September 2, 2023** for the purpose of a street dance. This would include the closing of 2<sup>nd</sup> Avenue Northeast from State Street to 2<sup>nd</sup> Street Northeast from 2 p.m. until 2 a.m. Music will be played at the street dance from 8:30 p.m. until 12:30 a.m.

I have appreciated the City's cooperation and assistance in the past for allowing Katie O'Leary's events to take place, and would ask for the same courtesy on **September 2, 2023**. I would ask that this issue be put on the next Council meeting's agenda for approval.

I would once again like to thank the City Council for their continued support.

**Very truly yours,**

**David "Rusty" Anhorn**  
**Owner/Operator of Katie O'Leary's**



I Rusty Anhorn, Owner of Katie O'Leary's Bar, would like to request permission to extend premise to the 2<sup>nd</sup> Ave NE between State St and 2<sup>nd</sup> St NE on Saturday September 2<sup>nd</sup> from 6pm to 1am September 3<sup>rd</sup>.

Wrist bands will be used to ensure everyone has been appropriately ID'd and only those 21+ are being served. Per the Special Events Permit, barricades are requested to enclose the area. Per the Special Events Permit and event organizer, The All School Reunion, Waseca Police will be on foot patrolling throughout the night. 2<sup>nd</sup> Ave is to be blocked off at the markings below.



### Comprehensive Plan Update – City Council Summary

At their meeting on August 8<sup>th</sup>, a draft Table of Contents and draft Chapter 1: Introduction, were discussed. The Planning Commission wishes to incorporate some appropriate City demographics, a brief description of the City's strengths and challenges, and several overarching Comp Plan goals/objectives into Chapter 1. Those revisions will be presented for review at the September 12<sup>th</sup> Planning Commission meeting, along with an initial review of the Land Use chapter. At the end of the Comp Plan Update review process, the Planning Commission will have an opportunity to review Chapter 1 again and make additional changes as deemed necessary.