

KASSON CITY COUNCIL REGULAR MEETING AGENDA

Wednesday, September 23, 2020

6:00 PM

PLEDGE OF ALLIANCE

6:00 A. COUNCIL

1. Approve agenda - Make additions, deletions or corrections at this time.
2. Consent Agenda - All matters listed under Item 2, Consent Agenda, are considered to be routine and non-controversial by the City Council and will be enacted with one motion. There will not be separate discussion of these items unless a Council Member so requests, in which case the item will be removed from the Consent Agenda and will be considered separately.
 - a. Minutes from September 9, 2020
 - b. Claims processed after the September 9, 2020 regular meeting, as audited for payment
 - c. Acknowledge Committee Minutes
 - i. Library Board Minutes – August 18, 2020
 - ii. Fire Department Minutes – September 14
 - d. Evaluations:
 - i. Nancy Hackenmiller Library Assistant up one step to Grade 3 step 6 eff. 9-16

B. VISITORS TO THE COUNCIL

1. Budget and Levy public input

C. MAYOR'S REPORT

D. PUBLIC FORUM

- May not be used to continue discussion on an agenda item that already had been held as a public hearing.
- This section is limited to 15 minutes and each speaker is limited to 4 minutes.
- Speakers not heard will be first to present at the next Council meeting.
- Speakers will only be recognized once.
- Matters under negotiation, litigation or related to personnel will not be discussed.
- Questions posed by a speaker will generally be responded to in writing.
- Speakers will be required to state their name and their address for the record.

E. PUBLIC HEARING

1. Liquor License for El Patron, 504 S Mantorville Ave
2. Natural Gas Ordinance
3. Motion to Approve Summary Publication of Natural Gas Ordinance

F. COMMITTEE REPORT

1. Planning Commission
 - i. Bigelow Voigt 8th Final Plat – Request for Council Action
 - a. Final Plat Drawing
 - b. Draft Developers Agreement
 - c. Draft Resolution
 - ii. Meadowbrooke Second Preliminary and Final Plat – Request for Council Action
 - a. Final Plat Drawing

b. Draft Developers Agreement

c. Draft Resolution

iii. Conditional Use Permit – Stannard Storage - Request for Council Action

a. Draft Resolution

G. OLD BUSINESS

1. Council Discussion on 2021 Budget and Levy

i. Motion to adopt the Preliminary 2021 Budget

ii. Resolution adopting the Preliminary 2020 Levy Collectible in 2021

2. Ordinance #878 Establishing Salaries of Mayor and Council Members

H. NEW BUSINESS

I. ADMINISTRATORS REPORT

1. Proposals for Facilities

2. Dodge County Solar Proposal

J. ENGINEER'S REPORT

1. I and I Reduction - Sump Pump and Sewer Lateral Program

a. Notice on public meetings.

2. TH 57 Update

3. 16th Street NE Update

K. PERSONNEL

L. ATTORNEY

M. CORRESPONDENCE

1. COVID 19- Housing Assistance Program

2. SEMMCHRA Reports

N. ADJOURN

KASSON CITY COUNCIL REGULAR MEETING AGENDA
Wednesday, September 9, 2020
6:00 PM

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 9th day of September, 2020 at 6:00 PM.

THE FOLLOWING MEMBERS WERE PRESENT: Egler, Ferris, McKern and Zelinske

THE FOLLOWING MEMBERS WERE ABSENT: Burton

THE FOLLOWING WERE ALSO PRESENT: City Clerk Linda Rappe and Finance Director Nancy Zaworski, City Engineer Brandon Theobald, City Attorney Melanie Leth, Police Chief Josh Hanson, Public Works Director Charlie Bradford, Janet Sinning and David Dubbels

PLEDGE OF ALLIANCE

APPROVE AGENDA

Add: Mayor's Report - Budget Update

Add: Mayor's Report – Update on Mental Health Initiative

Add: Attorney - Closed Session for potential litigation strategy discussion

Motion to Approve the Amended Agenda made by Councilperson Egler, second by Councilperson Zelinske with All Voting Aye

CONSENT AGENDA

Minutes from August 26, 2020

Claims processed after the August 26, 2020 regular meeting, as audited for payment in the amount of \$220,049.97

Acknowledge Committee Minutes

Park Board DRAFT August 2020

Evaluations:

Jason Peck	Sergeant	At top of Scale	
Jesse Kasel	SRO	inc to grade Grade 12 Step 5	\$34.53
Gerald Runnells	K-9 Officer	inc to grade 10 Step 5	\$30.15

Conferences:

Krista Weigel	Advanced Gun Laws	Zoom	\$150	11/5/20
Krista Weigel	Adult Criminal Expungement	Zoom	\$80	10/14/20
Krista Weigel	Advanced Data Practices	Zoom	\$150	11/4/20

Motion to Approve made by Councilperson Zelinske, second by Councilperson Ferris with All voting Aye.

VISITORS TO THE COUNCIL

MAYOR'S REPORT

Proclamation for National Pregnancy and Infant Loss Day October 15, 2020

Budget Update – Finance Director Zaworski gave a budget update, the increase for health ins premium of 10% and the wall of \$66K and this increases the budget to 8%. We have looked at equipment and the Public Works Director and the Fire Chief prioritized their needs. Director Zaworski gave options on how to finance these items.

Mental Health initiative: Mayor McKern stated that the sessions have been paid for and now the question is now how to schedule these hours.

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PUBLIC FORUM

PUBLIC HEARING

COMMITTEE REPORT

Park Board - Wall estimate – Refer to Park Board Minutes

The Council was in agreement to see as much private funds used for this project and not use public fund. The Council suggested looking for grants. Janet Sinning stated that they have raised \$6,000.

OLD BUSINESS

Planner Proposals - Motion to Approve the HKGi proposal made by Mayor McKern, second by Councilperson Zelinske with All Voting Aye.

NEW BUSINESS

Resolution – Mantorville Restoration Association Charitable Gambling Permit – Motion to Approve the Premises Permit for Mantorville Restoration Association made by Councilperson Ferris, second by Councilperson Egger with All Voting Aye.

Resolution #9.1-20

Resolution Approving The Premises Permit For Mantorville Restoration Association Charitable Gambling At El Patron (on file)

ADMINISTRATORS REPORT

Administrator’s Report – Administrator’s Report

Unallocated Rules – FYI

Facility Planning Services - FYI

ENGINEER’S REPORT

PERSONNEL

Steve Jurens – Return from Leave of Absence and Notice of Retirement eff 8/29/20 - Motion to Accept the Retirement made by Mayor McKern, second by Councilperson Ferris with All Voting Aye.

ATTORNEY

Closed session for litigation strategy re Tierra AKA development – OUTCOME: Update from the Attorney.

Closed session for litigation strategy re Heaser litigation – OUTCOME: The Attorney gave an update

Closed session for potential litigation strategy discussion – Councilperson Ferris added this for discussion regarding the library building

Closed at 6:21

Re-Opened at 7:02

CORRESPONDENCE

Correspondence was reviewed

ADJOURN 7:03M

Motion to Adjourn made by Councilperson Egger, second by Councilperson Ferris with all voting Aye to Adjourn.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

SIGNATURE PAGE

THE ATTACHED LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

THIS INCLUDES WARRANT NUMBERS:

#1 - #4

GRAND TOTAL SUBMITTED FOR PAYMENT \$ 583,304.64

DATE APPROVED: 09-23-2020

#1 \$ 9,686.40

#2 10,729.02

#3 139,566.29

#4 428,328.37

\$ 588,310.08

- 5.44 (VOID Fund 211)

- 5,000.00 (VOID Fund 226)

\$ 583,304.64

#1

09/16/20
09:37:11

CITY OF KASSON
Claim Approval List
For the Accounting Period: 9/20
For Pay Date: 09/16/20

For Pay Date = 09/16/20

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34888		5098 CARDMEMBER SERVICE	331.73					
	07/31/20	ROKU STREAMING STICK	52.61			101 210 4210	240	1010
	08/05/20	COVID-MASKS-P D	53.69*			101 417 4417	430	1010
	08/10/20	AED PADS	48.44			101 210 4210	210	1010
	08/12/20	MEDICAL KITS TRAUMA PAK	26.73			101 210 4210	210	1010
	08/24/20	STAMPS.COM	17.99			101 210 4210	210	1010
	08/28/20	AED PADS	96.88			101 210 4210	210	1010
	08/28/20	TOURNIQUET-MED SUPPLIES	18.22			101 210 4210	210	1010
	08/28/20	BATTERIES	17.17			101 210 4210	210	1010
34889		5098 CARDMEMBER SERVICE	681.43					
	07/31/20	COVID-C H-FACE MASKS	37.57*			101 417 4417	430	1010
	08/10/20	POP FOR RESALE-ERDMANS	176.73			609 975 4975	254	1010
	08/10/20	NON-TAX FOR RESALE-ERDMANS	5.10			609 975 4975	259	1010
	08/13/20	LIGHTS-KASSON WELCOME SIGN	193.26*			101 111 4111	430	1010
	08/14/20	PARTS FOR LOCATOR	79.44			604 957 4957	220	1010
	08/24/20	POP FOR RESALE-ERDMANS	191.33			609 975 4975	254	1010
	08/24/20	FLY SWATTER-ERDMANS	0.99*			609 976 4976	210	1010
	08/24/20	SALES TAX	0.06*			609 976 4976	210	1010
	08/24/20	SALES TAX	-0.06			609 2025		1010
	08/24/20	D C TRANSIT TAX	0.01*			609 976 4976	210	1010
	08/24/20	D C TRANSIT TAX	-0.01			609 2026		1010
	08/28/20	BACKGROUND CK-EL PATRON	15.00*			101 111 4111	430	1010
	08/14/20	MDSE CREDIT-SCHWANS	-17.99			101 514 4514	262	1010
34890		5098 CARDMEMBER SERVICE	234.58					
	08/08/20	PROGRAM SUPPLIES	21.83			211 550 4550	441	1010
	08/07/20	PROGRAM SUPPLIES	35.38			211 550 4550	441	1010
	08/06/20	PROGRAM SUPPLIES	54.44			211 550 4550	441	1010
	08/20/20	DVD's	25.99			211 550 4550	219	1010
	08/22/20	BOOKS	34.96			211 550 4550	218	1010
	08/22/20	TABLE TOP SIGN HOLDER	32.99			211 550 4550	570	1010
	08/22/20	INK CARTRIDGES	28.99			211 550 4550	210	1010
		Total for Vendor:	1,247.74					

09/16/20
09:37:11

CITY OF KASSON
Claim Approval List
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Page: 2 of 5
Report ID: AP100V

For Pay Date = 09/16/20

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34891		2416 CENTER POINT LARGE PRINT	125.00					
	1790945	08/27/20 LARGE PRINT BOOKS	125.00			211 550 4550	218	1010
		Total for Vendor:	125.00					
34892		5289 FIRST SYSTEMS TECHNOLOGY INC	625.00					
	02168	08/27/20 REPAIR FLOW MTR-WELL 2	625.00			601 943 4943	400	1010
		Total for Vendor:	625.00					
34893		3767 GOODIN COMPANY	223.14					
	09128870-0	07/10/20 SINGLE FAUCET METERING	223.14			101 514 4514	220	1010
		Total for Vendor:	223.14					
34900		2396 H & L MESABI COMPANY	1,034.31					
	06858	08/25/20 BLADES	1,034.31			101 312 4312	220	1010
		Total for Vendor:	1,034.31					
34894		3853 J HARLEN CO INC	294.00					
	1346952	07/13/20 SAFETY GLASSES	74.38			604 957 4957	210	1010
	1346952	07/13/20 D C TRANSIT TAX	0.34			604 957 4957	210	1010
	1346952	07/13/20 D C TRANSIT TAX	-0.34			604	2026	1010
	1349695	07/28/20 WRENCH/SIDE CUT PLIER	219.62*			604 957 4957	240	1010
	1349695	07/28/20 D C TRANSIT TAX	1.02*			604 957 4957	240	1010
	1349695	07/28/20 D C TRANSIT TAX	-1.02			604	2026	1010
		Total for Vendor:	294.00					
34895		362 KWIK TRIP STORES	253.56					
	08/31/20	17.347 GAL UNLD-F D	34.11			101 220 4220	212	1010
	08/31/20	82.932 GAL B20USD-F D	179.82			101 220 4220	212	1010
	08/31/20	7.433 GAL UNLD-WATER	19.81*			601 943 4943	212	1010
	08/31/20	7.433 GAL UNLD-WW	19.82			602 948 4948	212	1010
		Total for Vendor:	253.56					
34896		4919 PEOPLE'S ENERGY COOPERATIVE	69.53					
	2289800	09/04/20 ELEC SERV-CEMETERY 8/1-9/1	29.38			610 984 4984	380	1010
	2289800	09/04/20 STR LT-LETH SUBDIV 8/1-9/1	40.15			101 316 4316	380	1010
		Total for Vendor:	69.53					

09/16/20
09:37:11

CITY OF KASSON
Claim Approval List
For the Accounting Period: 9/20
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Report ID: AP100V

For Pay Date = 09/16/20
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34897		2452 THE SHERWIN-WILLIAMS CO	1,090.51					
	6722-8	08/18/20 STREET PAINT	629.41			101 310 4310	220	1010
	3135-4	08/25/20 STREET PAINT	461.10			101 310 4310	220	1010
		Total for Vendor:	1,090.51					
34898		71 UTILITY CONSULTANTS INC	3,134.25					
	106201	08/26/20 MANTORVILLE TESTING	254.50			602 947 4947	440	1010
	106229	08/26/20 TOTAL COLIFORM	105.00			601 943 4943	440	1010
	106229	08/26/20 CBOD/TSS/FEC COLIF/TOT PHOSPH	2,774.75			602 947 4947	440	1010
		Total for Vendor:	3,134.25					
34899		3382 VERIZON WIRELESS	1,589.36					
	9861138536	08/20/20 CELL PHONES-P D	713.98			101 210 4210	321	1010
	9861138536	08/20/20 CELL PHONES-STREETS	86.57			101 310 4310	321	1010
	9861138536	08/20/20 CELL PHONES-PARKS	137.25			101 510 4510	321	1010
	9861138536	08/20/20 CELL PHONES-WATER	99.18			601 944 4944	321	1010
	9861138536	08/20/20 CELL PHONES-WW	49.60			602 949 4949	321	1010
	9861138536	08/20/20 CELL PHONES-WW PLANT	49.59			602 947 4947	321	1010
	9861138536	08/20/20 CELL PHONE-P W DIRECTOR	47.76			604 959 4959	321	1010
	9861138536	08/20/20 CELL PHONES-ELECTRIC	349.76			604 959 4959	321	1010
	9861138536	08/20/20 CELL PHONE-ARENA	55.67			606 516 4516	321	1010
		Total for Vendor:	1,589.36					
		# of Claims	13	Total:				9,686.40

09/16/20
09:37:13

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 9 / 20

Page: 5 of 5
Report ID: AP100A

CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED _____ Council Member

_____ Council Member

See signature page

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09/17/20
10:50:50

CITY OF KASSON
Claim Approval List
For the Accounting Period: 9/20
For Pay Date: 09/17/20

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Report ID: AP100V

For Pay Date = 09/17/20
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34966		2373 ARROW BUILDING CENTER	422.30					
	5052747	08/05/20 WOOD LATH	30.20			101 310 4310	220	1010
	5075080	08/20/20 PINE PLYWOOD	37.30			101 310 4310	220	1010
	5078356	08/24/20 LUMBER/WATER BARRIER	354.80			601 943 4943	220	1010
		Total for Vendor:	422.30					
34967		82 CHS INC	353.62					
	08/31/20	32.194 GAL UNLD-STREETS	64.27			101 310 4310	212	1010
	441IF9125	08/07/20 SODIUM BICARB	130.32			101 514 4514	210	1010
	441IF9513	08/24/20 SODIUM BICARB	81.45			101 514 4514	210	1010
	441IF9625	08/28/20 SODIUM BICARB	32.58			101 514 4514	210	1010
	441IF9364	08/17/20 30# BOTTLE FILL (FORKLIFT)	6.43			101 310 4310	210	1010
	441IF9364	08/17/20 30# BOTTLE FILL (FORKLIFT)	6.42			101 312 4312	210	1010
	441IF9364	08/17/20 30# BOTTLE FILL (FORKLIFT)	6.43			101 517 4517	210	1010
	441IF9364	08/17/20 30# BOTTLE FILL (FORKLIFT)	6.43			601 943 4943	210	1010
	441IF9364	08/17/20 30# BOTTLE FILL (FORKLIFT)	6.43			602 948 4948	210	1010
	441IF9364	08/17/20 30# BOTTLE FILL (FORKLIFT)	6.43			604 957 4957	210	1010
	441IF9364	08/17/20 30# BOTTLE FILL (FORKLIFT)	6.43			605 963 4963	210	1010
	441IF9364	08/17/20 SALES TAX	0.44			604 957 4957	210	1010
	441IF9364	08/17/20 SALES TAX	-0.44			604 2025		1010
	441IF9364	08/17/20 D C TRANSIT TAX	0.03			604 957 4957	210	1010
	441IF9364	08/17/20 D C TRANSIT TAX	-0.03			604 2026		1010
		Total for Vendor:	353.62					
34968		5813 ENTERPRISE FM TRUST	9,953.10					
	FBN4028400	09/03/20 MAINT CARDS-P D	45.00			101 210 4210	430	1010
	FBN4028400	09/03/20 MAINT CARDS-F D	15.00			101 220 4220	430	1010
	FBN4028400	09/03/20 MAINT CARDS-STREETS	12.50*			101 310 4310	430	1010
	FBN4028400	09/03/20 MAINT CARDS-PARKS	10.00			101 522 4522	430	1010
	FBN4028400	09/03/20 MAINT CARDS-WATER	12.50			601 944 4944	430	1010
	FBN4028400	09/03/20 MAINT CARDS-WW	7.50			602 949 4949	430	1010
	FBN4028400	09/03/20 MAINT CARDS-ELECTRIC	15.00			604 959 4959	430	1010
	FBN4028400	09/03/20 MAINT CARDS-STORM	7.50			605 964 4964	430	1010
	FBN4028400	09/03/20 LEASES-P D	1,926.15			101 680 4210	550	1010
	FBN4028400	09/03/20 LEASES-P D	254.74			101 680 4210	611	1010
	FBN4028400	09/03/20 LEASES-STREETS	290.35			101 680 4310	550	1010

09/17/20
10:50:50

CITY OF KASSON
Claim Approval List
For the Accounting Period: 9/20
For Pay Date: 09/17/20

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Report ID: AP100V

For Pay Date = 09/17/20

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	FBN4028400	09/03/20 LEASES-STREETS	29.69			101 680 4310	611	1010
	FBN4028400	09/03/20 LEASES-PARKS	419.86			101 680 4522	550	1010
	FBN4028400	09/03/20 LEASES-PARKS	63.90			101 680 4522	611	1010
	FBN4028400	09/03/20 LEASES-WATER	164.58			601 2231		1010
	FBN4028400	09/03/20 LEASES-WATER	16.84			601 710 4710	611	1010
	FBN4028400	09/03/20 LEASES-WW	164.59			602 2231		1010
	FBN4028400	09/03/20 LEASES-WW	16.83			602 710 4710	611	1010
	FBN4028400	09/03/20 LEASES-WATER	209.94			601 2231		1010
	FBN4028400	09/03/20 LEASES-WATER	31.95			601 710 4710	611	1010
	FBN4028400	09/03/20 LEASES-WW	209.93			602 2231		1010
	FBN4028400	09/03/20 LEASES-WW	31.95			602 710 4710	611	1010
	FBN4028400	09/03/20 LEASES-ELECTRIC	419.86			604 2231		1010
	FBN4028400	09/03/20 LEASES-ELECTRIC	63.90			604 710 4710	611	1010
	FBN4028400	09/03/20 LEASES-ELECTRIC	160.83			604 710 4710	611	1010
	FBN4028400	09/03/20 LEASES-ELECTRIC	349.85			604 2231		1010
	FBN4028400	09/03/20 LEASES-WATER	26.66			601 710 4710	611	1010
	FBN4028400	09/03/20 LEASES-WATER	208.06			601 2231		1010
	FBN4028400	09/03/20 LEASES-WW	26.65			602 710 4710	611	1010
	FBN4028400	09/03/20 LEASES-WW	208.07			602 2231		1010
	FBN4028400	09/03/20 SERVICE FEES	2,130.62			604 1644		1010
	FBN4028400	09/03/20 SERVICE FEES	1,201.15			601 1644		1010
	FBN4028400	09/03/20 SERVICE FEES	1,201.15			602 1644		1010
		Total for Vendor:	9,953.10					
		# of Claims	3	Total:				10,729.02

09/17/20
10:50:53

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 9 / 20

Page: 4 of 4
Report ID: AP100A

CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED _____ Council Member
_____ Council Member

See signature page

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09/18/20
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CITY OF KASSON
Claim Approval List
For the Accounting Period: 9/20
For Pay Date: 09/18/20

Page: 1 of 6
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34946		4154 AMERICAN RED CROSS-HEALTH &	570.00					
	22283422	07/15/20 LIFEGUARD REVW-TJOSAAS, A	266.00*			101 514 4514	430	1010
	22279881	06/18/20 LIFEGUARD REVW-TJOSAAS, B	304.00*			101 514 4514	430	1010
		Total for Vendor:	570.00					
		*** Claim from another period (8/20) ****						
34947		6022 BCM CONSTRUCTION INC	61,580.76					
	08/20/20	REQ #4-FINAL-E MAIN STORM IMPR	61,580.76			605 1650	41605	1010
		Total for Vendor:	61,580.76					
34949	E	34 CITY OF KASSON	34,966.04					
	08/26/20	CITY UTILITIES-C H	349.94			101 194 4194	380	1010
	08/26/20	CITY UTILITIES-P D	437.87			101 210 4210	380	1010
	08/26/20	CITY UTILITIES-STR LTS-LED	270.92			101 316 4316	380	1010
	08/26/20	CITY UTILITIES-STREET LTS	3.02			101 310 4310	380	1010
	08/26/20	CITY UTILITIES-F D	272.08			101 220 4220	380	1010
	08/26/20	CITY UTILITIES-MAIN STR LTS	552.95			101 316 4316	380	1010
	08/26/20	CITY UTILITIES-MANT AV STR LTS	153.54			101 316 4316	380	1010
	08/26/20	CITY UTILITIES-STREET LTS	3,027.11			101 316 4316	380	1010
	08/26/20	CITY UTILITIES-K.A.C.-HIGH FLO	160.41			101 514 4514	380	1010
	08/26/20	CITY UTILITIES-K.A.C.-LOW FLOW	934.51			101 514 4514	380	1010
	08/26/20	CITY UTILITIES-K.A.C.-BI DIREC	3,235.49			101 514 4514	380	1010
	08/26/20	CITY UTILITIES-N2 BALL PARK LT	717.64			101 517 4517	380	1010
	08/26/20	CITY UTILITIES-NO. PARK #3	705.19			101 517 4517	380	1010
	08/26/20	CITY UTILITIES-NO. PARK MAINT	206.13			101 522 4522	380	1010
	08/26/20	CITY UTILITIES-E SHELTER-VETS	49.83			101 522 4522	380	1010
	08/26/20	CITY UTILITIES-NO. PARK CONCES	31.16			101 517 4517	380	1010
	08/26/20	CITY UTILITIES-VETS PARK ATH F	22.66			101 517 4517	380	1010
	08/26/20	CITY UTILITIES-NE YOUTH BALL F	22.79			101 517 4517	380	1010
	08/26/20	CITY UTILITIES-W SHELTER-VETS	26.78			101 522 4522	380	1010
	08/26/20	CITY UTILITIES-NO. PARK #1	59.62			101 310 4310	380	1010
	08/26/20	CITY UTILITIES-WELL #4	1,176.15			601 941 4941	380	1010
	08/26/20	CITY UTILITIES-WELL #2	88.42			601 941 4941	380	1010
	08/26/20	CITY UTILITIES-WELL #3	54.51			601 941 4941	380	1010
	08/26/20	CITY UTILITIES-WELL #5	1,768.57			601 941 4941	380	1010
	08/26/20	CITY UTILITIES-8 AV WATER TOWE	227.63			601 941 4941	380	1010
	08/26/20	CITY UTILITIES-LITTLES LIFT ST	81.27			602 948 4948	380	1010

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	08/26/20	CITY UTILITIES-LIQUOR STORE	1,100.68			609 979 4979	380	1010
	08/26/20	CITY UTILITIES-NO. PARK #4	28.97			101 522 4522	380	1010
	08/26/20	CITY UTILITIES-WWTP-WA/SE	4,040.59			602 947 4947	380	1010
	08/26/20	CITY UTILITIES-WWTP-ELECTRIC	6,923.33			602 947 4947	381	1010
	08/26/20	CITY UTILITIES-WWTP-BASEMENT	90.26			602 947 4947	380	1010
	08/26/20	CITY UTILITIES-WWTP-GARAGE	18.80			602 947 4947	380	1010
	08/26/20	CITY UTILITIES-NO. PARK #2	27.17			101 522 4522	380	1010
	08/26/20	CITY UTILITIES-OLD WATER TOWER	52.02			101 526 4526	430	1010
	08/26/20	CITY UTILITIES-D C AMBULANCE S	138.47			101 417 4417	380	1010
	08/26/20	CITY UTILITIES-P.W.B. 1/2	396.81			101 310 4310	380	1010
	08/26/20	CITY UTILITIES-P.W.B. 1/2	396.80			604 957 4957	380	1010
	08/26/20	SALES TAX-ELECTRIC	23.28			604 957 4957	380	1010
	08/26/20	SALES TAX-ELECTRIC	-23.28			604	2025	1010
	08/26/20	D C TRANSIT TAX-ELECTRIC	1.69			604 957 4957	380	1010
	08/26/20	D C TRANSIT TAX-ELECTRIC	-1.69			604	2026	1010
	08/26/20	SALES TAX-WATER	0.86			604 957 4957	380	1010
	08/26/20	SALES TAX-WATER	-0.86			604	2025	1010
	08/26/20	D C TRANSIT TAX-WATER	0.06			604 957 4957	380	1010
	08/26/20	D C TRANSIT TAX-WATER	-0.06			604	2026	1010
	08/26/20	CITY UTILITIES-SOLAR BILLBOARD	14.54			604 956 4956	381	1010
	08/26/20	CITY UTILITIES-D C ICE ARENA	5,848.04			606 516 4516	380	1010
	08/26/20	CITY UTILITIES-ELECTRONIC SIGN	34.51*			101 111 4111	430	1010
	08/26/20	CITY UTILITIES-PARK & RIDE LOT	60.26			101 316 4316	380	1010
	08/26/20	CITY UTILITIES-16 ST-E OF BRID	86.13			101 316 4316	380	1010
	08/26/20	CITY UTILITIES-16 ST-CENTER	120.08			101 316 4316	380	1010
	08/26/20	CITY UTILITIES-16 ST-W OF BRID	55.99			101 316 4316	380	1010
	08/26/20	CITY UTILITIES-LIBRARY	863.31			211 550 4550	380	1010
	08/26/20	CITY UTILITIES-LIONS PARK SHEL	33.09			101 522 4522	380	1010
		Total for Vendor:	34,966.04					
34948	E	5691 FURTHER-FSA	75.49					
	39548206	09/08/20 FLEX REIMBURSEMENT	75.49			602 2177	41605	1010
		Total for Vendor:	75.49					

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34950	E	108 MN DEPARTMENT OF REVENUE	27,361.00					
	09/14/20	AUG.-UTILITIES SALES TAX	332.00			601 2025		1010
	09/14/20	AUG.-UTILITIES SALES TAX	25,136.00			604 2025		1010
	09/14/20	UTILITIES SALES TAX ADJ	-3.00			601 2025		1010
	09/14/20	UTILITIES SALES TAX ADJ	-379.00			604 2025		1010
	09/14/20	AUG.-SALES TAX PAYABLE	10.00			101 2025		1010
	09/14/20	AUG.-SALES TAX PAYABLE	8.00			211 2025		1010
	09/14/20	AUG.-USE TAX PAYABLE	18.00			101 2025		1010
	09/14/20	AUG.-USE TAX PAYABLE	406.00			604 2025		1010
	09/14/20	AUG.-USE TAX PAYABLE	29.00			609 2025		1010
	09/14/20	AUG.-UTIL D C TRANSIT TAX	23.00			601 2026		1010
	09/14/20	AUG.-UTIL D C TRANSIT TAX	1,737.00			604 2026		1010
	09/14/20	AUG.-UTIL D C TR TX ADJ	-18.00			604 2026		1010
	09/14/20	AUG.-D C TR TX PAYABLE	1.00			101 2026		1010
	09/14/20	AUG.-D C TR TX PAYABLE	1.00			211 2026		1010
	09/14/20	AUG.-D C TR USE TX PAYABLE	1.00			101 2026		1010
	09/14/20	AUG.-D C TR USE TX PAYABLE	57.00			604 2026		1010
	09/14/20	AUG.-D C TR USE TX PAYABLE	2.00			609 2026		1010
		Total for Vendor:	27,361.00					
34951	E	973 MN DEPT OF REVENUE	15,013.00					
	09/15/20	LIQUOR STORE SALES TAX-AUG.	14,250.00			609 2025		1010
	09/15/20	LIQUOR STORE D C TRANS TAX-AUG	763.00			609 2026		1010
		Total for Vendor:	15,013.00					
		# of Claims	6	Total:	139,566.29			
		Total Electronic Claims			77,415.53			
		Total Non-Electronic Claims			62150.76			

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Claim from Another Period Cancelled in this Period
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Claim	Vendor #/Name/	Document \$/	Disc \$					Cash
Check	Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj	Account	
*** Cancelled in 9/20 **** *** Claim from another period (5/20) ****								
33995	6125 GADIENT HOSPITALITY GROUP LTD	5,000.00						
	05/05/20 S.T. BUSINESS INTERRUPT. LOAN	5,000.00			226 1201		1010	
	# of Claims	1	Total:					5,000.00

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CITY OF KASSON
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CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED See signature page Council Member
_____ Council Member

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34902		2693 AFFORDABLE PORTABLES	510.00					
	15918	09/01/20 AUG.-PORTABLES-6 STD UNITS	510.00			101 522 4522	410	1010
		Total for Vendor:	510.00					
34953		4154 AMERICAN RED CROSS-HEALTH &	38.00					
	22295705	09/10/20 LIFEGUARD CLASS (1)	38.00*			101 514 4514	430	1010
		Total for Vendor:	38.00					
34933		5049 ARTISAN BEER COMPANY	223.70					
	3435652	09/01/20 BEER	223.70			609 975 4975	252	1010
		Total for Vendor:	223.70					
34903		203 BAKER & TAYLOR INC	380.64					
	2035450686	08/27/20 BOOKS	235.79			211 550 4550	218	1010
	2035450686	08/27/20 AUDIO BOOKS	48.37			211 550 4550	219	1010
	2035450686	08/27/20 PROGRAM SUPPLIES	28.78			211 550 4550	441	1010
	2035456293	08/31/20 BOOKS	67.70			211 550 4550	218	1010
		Total for Vendor:	380.64					
34934		1012 BELLBOY CORPORATION	1,901.49					
	85643600	09/03/20 LIQUOR	486.50			609 975 4975	251	1010
	85643600	09/03/20 FREIGHT	8.00			609 975 4975	335	1010
	0101945700	09/03/20 ASPARAGUS	39.60			609 975 4975	259	1010
	0101945700	09/03/20 CORKSCREWS/CUPS	42.71			609 975 4975	254	1010
	0101802000	08/06/20 DUM DUMS	16.03			609 976 4976	343	1010
	0101802000	08/06/20 D C TRANSIT TAX	0.08			609 976 4976	343	1010
	0101802000	08/06/20 D C TRANSIT TAX	-0.08			609 2026		1010
	0101802000	08/06/20 SUNBURST SIGNS	24.69			609 975 4975	210	1010
	0101802000	08/06/20 D C TRANSIT TAX	0.12			609 975 4975	210	1010
	0101802000	08/06/20 D C TRANSIT TAX	-0.12			609 2026		1010
	0101802000	08/06/20 BAGS	100.63			609 975 4975	210	1010
	0101802000	08/06/20 SALES TAX	6.92			609 975 4975	210	1010
	0101802000	08/06/20 SALES TAX	-6.92			609 2025		1010
	0101802000	08/06/20 D C TRANSIT TAX	0.50			609 975 4975	210	1010
	0101802000	08/06/20 D C TRANSIT TAX	-0.50			609 2026		1010
	0101979600	09/10/20 BAGS	72.33			609 975 4975	210	1010

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	0101979600	09/10/20 SALES TAX	4.97			609 975 4975	210	1010
	0101979600	09/10/20 SALES TAX	-4.97			609	2025	1010
	0101979600	09/10/20 D C TRANSIT TAX	0.36			609 975 4975	210	1010
	0101979600	09/10/20 D C TRANSIT TAX	-0.36			609	2026	1010
	85735300	09/10/20 LIQUOR	1,099.00			609 975 4975	251	1010
	85735300	09/10/20 FREIGHT	12.00			609 975 4975	335	1010
		Total for Vendor:	1,901.49					
34904		5883 BLEESS, NATHAN	59.98					
	08/28/20	BLEESS-2 UNIFORM PANTS	29.99			601 943 4943	214	1010
	08/28/20	BLEESS-2 UNIFORM PANTS	29.99*			602 948 4948	214	1010
		Total for Vendor:	59.98					
34973		22 BORDER STATES INDUSTRIES INC	3,216.16					
	920618270	09/03/20 UG FAULT INDICATOR	3,216.16			604 957 4957	220	1010
		Total for Vendor:	3,216.16					
34935		5239 BREAKTHRU BEVERAGE MN WINE &	3,575.29					
	1081175820	09/02/20 LIQUOR	1,786.64			609 975 4975	251	1010
	1081175820	09/02/20 WINE	710.00			609 975 4975	251	1010
	1081175820	09/02/20 MIXES	50.00			609 975 4975	254	1010
	1081175820	09/02/20 FREIGHT	40.70			609 975 4975	335	1010
	1081178540	09/09/20 LIQUOR	524.40			609 975 4975	251	1010
	1081178540	09/09/20 WINE	304.00			609 975 4975	251	1010
	1081178540	09/09/20 MIXES	22.00			609 975 4975	254	1010
	1081178540	09/09/20 FREIGHT	14.80			609 975 4975	335	1010
	1081178541	09/09/20 BEER	122.75			609 975 4975	252	1010
		Total for Vendor:	3,575.29					
34905		4362 BROWNELLS, INC	127.87					
	19798156.0	09/08/20 AMMO	58.04			101 210 4210	210	1010
	19822610.0	09/10/20 AMMO	58.04			101 210 4210	210	1010
	19822610.0	09/10/20 DELTA RING TOOL	11.79			101 210 4210	240	1010
		Total for Vendor:	127.87					

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34975		5065 CENGAGE LEARNING INC/Gale	481.00					
	72138677	09/15/20 REIMB'D-LARGE PRINT BOOKS	481.00			211 1151		1010
		Total for Vendor:	481.00					
34974		2410 CENTRAL MN MUNICIPAL POWER AGE	249,217.19					
	6903	08/31/20 CMMPA DUES-AUG.	1,500.00			604 959 4959	334	1010
	6903	08/31/20 FEES FOR SERVICES	1,581.46			604 959 4959	430	1010
	6903	08/31/20 PURCH'D POWER	193,648.95			604 956 4956	381	1010
	6903	08/31/20 PURCH'D POWER-TRANSMISSION	50,279.67			604 956 4956	381	1010
	6903	08/31/20 CAPACITY PURCH'D-AUG.	1,021.76			604 956 4956	381	1010
	6903	08/31/20 CIP MONTHLY ASSMNT-AUG.	1,185.35			604 959 4959	429	1010
		Total for Vendor:	249,217.19					
34963		5667 CINTAS	926.93					
	1901486236	07/17/20 COVID-CITY-SANITIZER	25.77*			101 417 4417	430	1010
	1901504143	07/24/20 COVID-CITY-DISP. FACE MASK	257.70*			101 417 4417	430	1010
	1901521541	07/31/20 COVID-CITY-SANITIZER	77.31*			101 417 4417	430	1010
	1901528664	08/04/20 COVID-CITY-SANITIZER	25.77*			101 417 4417	430	1010
	1901555297	08/14/20 COVID-CITY-SANITIZER	51.54*			101 417 4417	430	1010
	1901559917	08/17/20 COVID-P D-FACE SHIELDS	204.86*			101 417 4417	430	1010
	1901595753	08/31/20 COVID-CITY-DISINFECT WIPES	193.28*			101 417 4417	430	1010
	4061339504	09/11/20 MATS-L S	90.70*			609 979 4979	410	1010
		Total for Vendor:	926.93					
34906		5156 DODGE COUNTY INDEPENDENT/DODGE	592.80					
	10433	09/03/20 P C HEARING NOTICE	390.00			101 191 4191	351	1010
	10429	09/03/20 P C HEARING NOTICE	117.00			101 191 4191	351	1010
	10482	09/10/20 C C HEARING NOTICE	85.80			101 111 4111	351	1010
		Total for Vendor:	592.80					
34936		17 EDGAR TRUCKING	554.36					
	25867	08/05/20 FREIGHT	178.25			609 975 4975	335	1010
	25879	08/12/20 FREIGHT	99.82			609 975 4975	335	1010
	25893	08/19/20 FREIGHT	108.73			609 975 4975	335	1010
	25912	08/26/20 FREIGHT	167.56			609 975 4975	335	1010
		Total for Vendor:	554.36					

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34988		21 ERDMAN'S SUPERMARKETS INC	103.94					
	b703737	07/20/20 A.C. CONCESSIONS	23.94			101 514 4514	262	1010
	b703928	08/01/20 A.C. CONCESSIONS	80.00			101 514 4514	262	1010
		Total for Vendor:	103.94					
34907		5847 FIELD TRAINING SOLUTIONS	295.00					
	8969	09/08/20 STRADTMANN-FTO BASIC COURSE	295.00			101 210 4210	333	1010
		Total for Vendor:	295.00					
34908		6179 FULL CIRCLE WELLNESS CLINIC	212.00					
	09/09/20	BUS. FACADE IMPROV. GRANT	212.00			290 650 4650	414	1010
		Total for Vendor:	212.00					
34992		5678 FURTHER	310.20					
	15509383	07/31/20 ADD'L JULY PARTICIPANT FEES	3.95*			101 140 4140	440	1010
	15509383	07/31/20 AUG. PARTICIPANT FEES	155.10*			101 140 4140	440	1010
	15522202	09/30/20 SEPT. PARTICIPANT FEES	151.15*			101 140 4140	440	1010
		Total for Vendor:	310.20					
34909		2723 GIBBS LAWN & SNOW CARE INC	1,898.33					
	14555	09/01/20 MONTHLY CEMETERY MOW	1,833.33			610 984 4984	444	1010
	14555	09/01/20 WEED/FEED-5TH ST WELL PROP	65.00			601 943 4943	400	1010
		Total for Vendor:	1,898.33					
34954		6181 GIESLER, GAVIN	185.00					
	09/15/20	LIFEGUARD TRAINING REIMBURSEME	185.00*			101 514 4514	430	1010
		Total for Vendor:	185.00					
34937		5036 HOHENSTEINS INC	173.50					
	217839	09/09/20 BEER	173.50			609 975 4975	252	1010
		Total for Vendor:	173.50					
34976		2462 HOISINGTON KOEGLER GROUP INC	4,395.00					
	019-041-10	09/15/20 PLANNING SERVICES-JUL/AUG	112.50*			101 140 4140	440	1010
	019-041-10	09/15/20 ZONING CODE AMENDMENTS	3,645.00*			101 191 4191	440	1010
	019-041-10	09/15/20 FINAL PLAT REVIEW-B.V. 8TH	112.50			101 1151		1010

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	019-041-10	09/15/20 MTGS-PROJECT COORDINATION	525.00*			101 191 4191	440	1010
		Total for Vendor:	4,395.00					
34938		25 JOHNSON BROTHERS LIQUOR CO	4,484.99					
	1632438	09/01/20 LIQUOR	872.65			609 975 4975	251	1010
	1632439	09/01/20 WINE	272.55			609 975 4975	251	1010
	1636306	09/08/20 LIQUOR	2,687.33			609 975 4975	251	1010
	1636307	09/08/20 WINE	596.46			609 975 4975	251	1010
	1636308	09/08/20 MIXES	56.00			609 975 4975	254	1010
		Total for Vendor:	4,484.99					
34985		4493 JOHNSON HARDWARE CO	93.00					
	0838106	09/10/20 REPAIR DOOR LOCK @ K.A.C.	75.00*			101 514 4514	400	1010
	0838106	09/10/20 3 DOOR KEYS-K.A.C.	18.00			101 514 4514	210	1010
		Total for Vendor:	93.00					
34977		5863 JOHNSON, AMY	75.00					
	20-300	09/17/20 5 LAPTOP BAGS	75.00			101 140 4140	240	1010
		Total for Vendor:	75.00					
34910		130 JORGENSONS TIRE SERVICE	45.00					
	94421	09/01/20 TIRE REPAIR	45.00			605 963 4963	400	1010
		Total for Vendor:	45.00					
34911		6074 KACZMAREK, LINDSEY	1,480.32					
	09/05/20	F.P.W. MATERIALS	1,480.32			101 220 4220	210	1010
		Total for Vendor:	1,480.32					
34955		6182 KAMEL, ODIN	185.00					
	09/15/20	LIFEGUARD TRAINING REIMBURSEME	185.00*			101 514 4514	430	1010
		Total for Vendor:	185.00					
34912		35 KASSON HARDWARE HANK	715.81					
	08/31/20	R&M SUPPLIES-STREETS	15.98			101 310 4310	220	1010
	08/31/20	R&M SUPPLIES-PARKS	224.82			101 522 4522	220	1010
	08/31/20	R&M SUPPLIES-F D	71.41			101 220 4220	220	1010
	08/31/20	R&M SUPPLIES-K.A.C.	33.96			101 514 4514	220	1010

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	08/31/20	SMALL TOOLS-WATER	59.99			601 943 4943	240	1010
	08/31/20	R&M SUPPLIES-ELECTRIC	44.94			604 957 4957	220	1010
	08/31/20	SALES TAX	3.09			604 957 4957	220	1010
	08/31/20	SALES TAX	-3.09			604	2025	1010
	08/31/20	D C TRANSIT TAX	0.22			604 957 4957	220	1010
	08/31/20	D C TRANSIT TAX	-0.22			604	2026	1010
	08/31/20	R&M SUPPLIES-WATER	19.05			601 943 4943	220	1010
	08/31/20	OPER SUPPLIES-WATER	18.46			601 943 4943	210	1010
	08/31/20	OPER SUPPLIES-ELECTIONS	27.96			101 141 4141	210	1010
	08/31/20	R&M SUPPLIES-C H	15.47			101 140 4140	220	1010
	08/31/20	R&M SUPPLIES-WWTP OPERATIONS	138.43			602 947 4947	220	1010
	08/31/20	OPER SUPPLIES-WWTP OPERATIONS	27.46			602 947 4947	210	1010
	08/31/20	R&M SUPPLIES-ARENA	17.88			606 516 4516	220	1010
		Total for Vendor:	715.81					
34956		6183 LARSON, MIRACLE	185.00					
	09/15/20	LIFEGUARD TRAINING REIMBURSEME	185.00*			101 514 4514	430	1010
		Total for Vendor:	185.00					
34913		199 LMC INS TRUST	31,445.00					
	09/04/20	4th QTR INS-CMC1001158-4	1,024.43			101 220 4220	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	10.82			101 220 4220	160	1010
	09/04/20	4th QTR INS-CMC1001158-4	725.27			101 514 4514	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	3,471.02*			101 522 4522	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	108.95			101 517 4517	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	877.56*			101 191 4191	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	143.69			101 527 4527	430	1010
	09/04/20	4th QTR INS-CMC1001158-4	81.16*			101 417 4417	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	97.07*			290 650 4650	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	3,634.93*			602 948 4948	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	2,219.51*			602 947 4947	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	10.82*			602 948 4948	160	1010
	09/04/20	4th QTR INS-CMC1001158-4	1,519.59*			601 943 4943	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	10.82*			601 943 4943	160	1010
	09/04/20	4th QTR INS-CMC1001158-4	106.71			101 194 4194	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	1,950.57			604 957 4957	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	10.82*			604 959 4959	160	1010

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	09/04/20	4th QTR INS-CMC1001158-4	750.84*			609 979 4979	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	10.82*			609 977 4977	160	1010
	09/04/20	4th QTR INS-CMC1001158-4	1,211.71			101 310 4310	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	75.54*			101 312 4312	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	195.28			605 963 4963	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	1,994.82*			101 920 4920	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	37.14			101 526 4526	430	1010
	09/04/20	4th QTR INS-CMC1001158-4	880.52			101 111 4111	160	1010
	09/04/20	4th QTR INS-CMC1001158-4	64.93			101 111 4111	160	1010
	09/04/20	4th QTR INS-CMC1001158-4	8,101.06*			101 210 4210	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	75.75			101 210 4210	160	1010
	09/04/20	4th QTR INS-CMC1001158-4	896.79*			101 140 4140	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	21.64*			101 140 4140	160	1010
	09/04/20	4th QTR INS-CMC1001158-4	116.00*			101 417 4417	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	831.26			211 550 4550	360	1010
	09/04/20	4th QTR INS-CMC1001158-4	10.82*			211 550 4550	160	1010
	09/04/20	4th QTR INS-CMC1001158-4	166.34*			610 984 4984	360	1010
		Total for Vendor:	31,445.00					
34957		6184 MC ANDREWS, NORA	185.00					
	09/15/20	LIFEGUARD TRAINING REIMBURSEME	185.00*			101 514 4514	430	1010
		Total for Vendor:	185.00					
34978		2156 MCGRANN SHEA CARNIVAL STRAUGHN	182.50					
	133713 09/08/20	LEGAL-ELEC. SERV. TERR.-AUG.	182.50			604 959 4959	304	1010
		Total for Vendor:	182.50					
34915		6180 MED CITY BUILDERS	77.66					
	2978-01 09/03/20	REFUND DUPL UTIL PAYMENT	77.66			604 2212		1010
		Total for Vendor:	77.66					
34969		2617 MENARDS-ROCHESTER NORTH	99.98					
	71346 09/10/20	COR TILE REDUC/COR TUBING	99.98			605 963 4963	220	1010
		Total for Vendor:	99.98					

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34917		728 MN DEPT OF COMMERCE	850.02					
	1000044851	09/01/20 2nd QTR '21 INDIRECT ASSMN	850.02			604 1550		1010
		Total for Vendor:	850.02					
34918		376 MN DEPT OF HEALTH	5,949.00					
	08/13/20	CLEAN WATER ACT-SERV CONN FEE	5,949.00			601 2080		1010
		Total for Vendor:	5,949.00					
34919		717 MN FIRE SERVICE CERTIFICATION	1,680.00					
	7758 06/30/20	HALVERSON-FFI EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	JACOBSON-FFI EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	JENSEN-FFI EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	LEE-FFI EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	MICKOW, KOLE-FFI EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	PECK-FFI EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	SKOGERBO-FFI EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	HALVERSON-FFII EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	JACOBSON-FFII EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	JENSEN-FFII EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	LEE-FFII EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	MICKOW, KOLE-FFII EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	PECK-FFII EXAM	120.00			101 220 4220	330	1010
	7758 06/30/20	SKOGERBO-FFII EXAM	120.00			101 220 4220	330	1010
		Total for Vendor:	1,680.00					
34921		4547 NELSON, JARROD	261.05					
	09/11/20	MILES-ALTEC PLANT IN DULUTH	261.05			604 957 4957	430	1010
		Total for Vendor:	261.05					
34939		60 NORTHERN BEVERAGE DIST. CO. LL	11,516.95					
	684049 09/03/20	BEER	5,916.85			609 975 4975	252	1010
	684049 09/03/20	FREIGHT	2.00			609 975 4975	335	1010
	686824 09/10/20	BEER	5,596.10			609 975 4975	252	1010
	686824 09/10/20	FREIGHT	2.00			609 975 4975	335	1010
		Total for Vendor:	11,516.95					

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34958		6185 OLSON, DUNCAN	185.00					
	09/15/20	LIFEGUARD TRAINING REIMBURSEME	185.00*			101 514 4514	430	1010
		Total for Vendor:	185.00					
34922		3491 OLYMPIC FIRE PROTECTION CORP	280.00					
	67096 09/03/20	ANN'L SPKLR SYS INSPECT	28.34			101 310 4310	400	1010
	67096 09/03/20	ANN'L SPKLR SYS INSPECT	28.33*			101 510 4510	400	1010
	67096 09/03/20	ANN'L SPKLR SYS INSPECT	28.33			601 943 4943	400	1010
	67096 09/03/20	ANN'L SPKLR SYS INSPECT	28.33			602 948 4948	400	1010
	67096 09/03/20	ANN'L SPKLR SYS INSPECT	28.33*			604 957 4957	400	1010
	67096 09/03/20	ANN'L SPKLR SYS INSPECT	28.34			605 963 4963	400	1010
	67096 09/03/20	ANN'L BACK FLOW PREV INSPECT	18.34			101 310 4310	400	1010
	67096 09/03/20	ANN'L BACK FLOW PREV INSPECT	18.33*			101 510 4510	400	1010
	67096 09/03/20	ANN'L BACK FLOW PREV INSPECT	18.33			601 943 4943	400	1010
	67096 09/03/20	ANN'L BACK FLOW PREV INSPECT	18.33			602 948 4948	400	1010
	67096 09/03/20	ANN'L BACK FLOW PREV INSPECT	18.33*			604 957 4957	400	1010
	67096 09/03/20	ANN'L BACK FLOW PREV INSPECT	18.34			605 963 4963	400	1010
		Total for Vendor:	280.00					
34990		5366 PARSONS	2,079.50					
	84246 09/14/20	REPAIR PARKS CAMERAS	2,079.50*			101 522 4522	400	1010
		Total for Vendor:	2,079.50					
34940		23 PHILLIPS WINE & SPIRITS	2,692.59					
	6084998 09/01/20	LIQUOR	1,784.59			609 975 4975	251	1010
	6084999 09/01/20	WINE	429.60			609 975 4975	251	1010
	6085000 09/01/20	MIXES	44.00			609 975 4975	254	1010
	6087730 09/08/20	LIQUOR	434.40			609 975 4975	251	1010
		Total for Vendor:	2,692.59					
34923		4662 READY-MIX CONCRETE CO., LLC	238.00					
	314918 09/03/20	FOOTINGS-MEADOWLAND SHELTER	238.00			101 522 4522	220	1010
		Total for Vendor:	238.00					

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34986		2005 RESERVE ACCOUNT	500.00					
	22870844-6	09/20/20 POSTAGE METER REFILL	140.00			101 140 4140	325	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	15.00			101 210 4210	325	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	15.00*			101 310 4310	325	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	15.00			101 510 4510	325	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	10.00			211 550 4550	210	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	15.00*			290 650 4650	325	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	20.00			601 944 4944	325	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	20.00			602 949 4949	325	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	100.00			604 959 4959	325	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	15.00			605 963 4963	325	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	10.00			606 516 4516	210	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	100.00*			609 976 4976	210	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	10.00			610 984 4984	210	1010
	22870844-6	09/20/20 POSTAGE METER REFILL	15.00*			877 100 4000	430	1010
		Total for Vendor:	500.00					
34941		63 SCHOTT DIST CO INC	20,013.92					
	400382	09/03/20 BEER	11,546.10			609 975 4975	252	1010
	400382	09/03/20 NA BEVERAGE	155.00			609 975 4975	254	1010
	400383	09/03/20 BEER	19.05			609 975 4975	252	1010
	400973	09/10/20 BEER	8,205.37			609 975 4975	252	1010
	400973	09/10/20 NA BEVERAGE	88.40			609 975 4975	254	1010
		Total for Vendor:	20,013.92					
34959		6186 SCHULTZ, TIMOTHY	185.00					
	09/15/20	LIFEGUARD TRAINING REIMBURSEME	185.00*			101 514 4514	430	1010
		Total for Vendor:	185.00					
34924		6178 SHI INTERNATIONAL CORP	17,400.00					
	B12204714	09/10/20 COVID-PD-6 DELL COMPUTERS	17,400.00*			101 417 4417	430	1010
		Total for Vendor:	17,400.00					

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34960		6187 SMITH, MARLEY	185.00					
	09/15/20	LIFEGUARD TRAINING REIMBURSEME	185.00*			101 514 4514	430	1010
		Total for Vendor:	185.00					
34942		3850 SOUTHERN GLAZER'S OF MN	2,860.73					
	1990257 09/02/20	LIQUOR	1,166.38			609 975 4975	251	1010
	1990257 09/02/20	WINE	92.00			609 975 4975	251	1010
	1990257 09/02/20	FREIGHT	20.15			609 975 4975	335	1010
	1992666 09/09/20	LIQUOR	1,350.50			609 975 4975	251	1010
	1992666 09/09/20	WINE	210.00			609 975 4975	251	1010
	1992666 09/09/20	FREIGHT	21.70			609 975 4975	335	1010
		Total for Vendor:	2,860.73					
34925		4290 SWENKE IMS CONTRACTING LLC	1,833.00					
	1610 08/31/20	WATER MAIN LEAK-6 ST/2 AV SW	1,833.00			601 943 4943	400	1010
		Total for Vendor:	1,833.00					
34926		3389 T & K TOWING SERVICE LLC	420.00					
	3232 08/09/20	TOW TO IMPD 20-2765	125.00			101 210 4210	430	1010
	3238 08/22/20	TOW TO IMPD 20-2960	145.00			101 210 4210	430	1010
	3239 08/28/20	TOW TO IMPD 20-3071	150.00			101 210 4210	430	1010
		Total for Vendor:	420.00					
34927		498 TEIGEN PAPER & SUPPLY INC	150.74					
	99034 09/01/20	FOLD TOWELS/CAN LINERS	67.98			101 140 4140	210	1010
	99038 09/01/20	T BOWL CLNR/ROLL TOWELS	54.00*			101 210 4210	220	1010
	99038 09/01/20	FOLD TOWELS	28.76			101 210 4210	210	1010
		Total for Vendor:	150.74					
34970		6189 THOMPSON, CASSIDY	200.00					
	09/16/20	LIFEGUARD TRAINING REIMBURSEME	200.00*			101 514 4514	430	1010
		Total for Vendor:	200.00					

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34928		5834 THOMSON REUTERS - WEST	123.60					
	842955818	09/01/20 INVESTIGATIVE SUITE-AUG.	123.60*			101 210 4210	440	1010
		Total for Vendor:	123.60					
34929		4108 ULTIMATE SAFETY CONCEPTS INC	1,707.50					
	190589	09/09/20 USTM RETRAK W)TRAKLITE	1,707.50			101 220 4220	240	1010
		Total for Vendor:	1,707.50					
34930		2675 ULVE, JEFF	117.94					
	08/25/20	ULVE-3 UNIFORM PANTS	58.97			601 943 4943	214	1010
	08/25/20	ULVE-3 UNIFORM PANTS	58.97*			602 948 4948	214	1010
		Total for Vendor:	117.94					
34979		5035 VALLI INFORMATION SYSTEMS INC	1,728.87					
	60938	08/31/20 UTILITY BILLING MAILING	345.77			601 944 4944	325	1010
	60938	08/31/20 UTILITY BILLING MAILING	345.77			602 949 4949	325	1010
	60938	08/31/20 UTILITY BILLING MAILING	691.56			604 959 4959	325	1010
	60938	08/31/20 UTILITY BILLING MAILING	345.77			605 963 4963	325	1010
		Total for Vendor:	1,728.87					
34943		4466 VINOPIA INC	320.53					
	0262621-IN	09/01/20 LIQUOR	310.53			609 975 4975	251	1010
	0262621-IN	09/01/20 FREIGHT	10.00			609 975 4975	335	1010
		Total for Vendor:	320.53					
34961		6188 VOGEL, ADAM	185.00					
	09/15/20	LIFEGUARD TRAINING REIMBURSEME	185.00*			101 514 4514	430	1010
		Total for Vendor:	185.00					
34971		5497 VOSEN, DAVID	104.97					
	09/06/20	VOSEN-UNIFORM PANTS/JACKET	52.48			601 943 4943	214	1010
	09/06/20	VOSEN-UNIFORM PANTS/JACKET	52.49*			602 948 4948	214	1010
		Total for Vendor:	104.97					

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34944		5047 WATERVILLE FOOD & ICE INC	202.41					
	04-008689	09/02/20 ICE-LIQUOR STORE	94.31*			609 975 4975	257	1010
	04-008743	09/09/20 ICE-LIQUOR STORE	108.10*			609 975 4975	257	1010
		Total for Vendor:	202.41					
34980		637 WEBER, LETH & WOESSNER PLC	6,769.50					
	JUL '20 07/31/20	.9 HR LEGAL-CITY ADMINISTRATI	130.50			101 160 4160	304	1010
	JUL '20 07/31/20	.5 HR LEGAL-ADMIN-HOUSTONS LO	72.50			101 160 4160	304	1010
	JUL '20 07/31/20	.3 HR LEGAL-P&Z	43.50*			101 191 4191	304	1010
	JUL '20 07/31/20	1.8 HRS LEGAL-THOMPSON	247.00*			101 191 4191	304	1010
	JUL '20 07/31/20	.5 HR LEGAL-BLAINES 14TH	72.50*			101 191 4191	304	1010
	JUL '20 07/31/20	2.9 HRS LEGAL-HEASER	420.50*			101 191 4191	304	1010
	JUL '20 07/31/20	.2 HR LEGAL-MEADOWBROOKE 2ND	29.00*			101 191 4191	304	1010
	JUL '20 07/31/20	4.2 HRS LEGAL-BLAINES LITIGAT	591.50			101 111 4111	304	1010
	JUL '20 07/31/20	6.1 HRS LEGAL-HEASER COMPLAIN	863.50			101 111 4111	304	1010
	JUL '20 07/31/20	1.7 HRS LEGAL-'17 STREET ASSE	201.00			101 111 4111	304	1010
	JUL '20 07/31/20	3.5 HRS LEGAL-CITY COUNCIL	507.50			101 111 4111	304	1010
	JUL '20 07/31/20	.4 HR LEGAL-SHOPKO TIF	44.00*			249 650 4650	430	1010
	JUL '20 07/31/20	.1 HR LEGAL-ENGINEER STONE RI	14.50			101 160 4160	304	1010
	AUG'20PR 08/31/20	30.4 HRS LEGAL-P D	3,532.00			101 160 4160	304	1010
		Total for Vendor:	6,769.50					
34981		388 WESCO RECEIVABLES CORP	3,890.95					
	353376	09/08/20 ELECTRIC SUPPLIES	3,890.95			604 957 4957	220	1010
		Total for Vendor:	3,890.95					
34982		5182 WHKS & CO.	34,151.77					
	41830	09/14/20 SAFE ROUTES TO SCHOOL	4,427.60*			425 196 4196	303	1010
	41833	09/14/20 HWY 57 IMPROVEMENTS	6,100.00*			424 196 4196	303	1010
	41832	09/14/20 16TH ST NW EXTENSION	18,329.37*			426 196 4196	303	1010
	41838	09/14/20 I & I IMPLEMENTATION	1,706.24*			602 948 4948	303	1010
	41838	09/14/20 CCTV REVIEW & COORDINATION	432.64*			602 948 4948	303	1010
	41838	09/14/20 SMOKE TESTING	3,155.92*			602 948 4948	303	1010
		Total for Vendor:	34,151.77					

09/18/20
13:56:19

CITY OF KASSON
Claim Approval List
For the Accounting Period: 9/20
For Pay Date: 09/24/20

Page: 14 of 16
Report ID: AP100V

For Pay Date = 09/24/20

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
34964		2407 WINE MERCHANTS	328.00					
	7297378	09/08/20 WINE	328.00			609 975 4975	251	1010
		Total for Vendor:	328.00					
34983		3477 WINKELS, JOE	568.10					
	0317-12	09/04/20 REPAY WRITEOFF ASSMNT SETTLE	323.10			604 959 4959	430	1010
	0317-12	09/04/20 REPAY WRITEOFF ASSMNT SETTLE	245.00			604 1151		1010
		Total for Vendor:	568.10					
34932		50 XCEL ENERGY	16.09					
	699383118	09/03/20 UTIL SERV-STR LT 8/3-9/2	16.09			101 316 4316	380	1010
		Total for Vendor:	16.09					
		# of Claims	69	Total:				428,328.37

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 9/20

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$61,771.74
211 Library Fund	
1010 CASH-OPERATING	\$1,713.72
249 OPPIDAN/FOLKESTAD TIF	
1010 CASH-OPERATING	\$44.00
290 Economic Development	
1010 CASH-OPERATING	\$324.07
424 Hwy 57	
1010 CASH-OPERATING	\$6,100.00
425 SRTS	
1010 CASH-OPERATING	\$4,427.60
426 16th St NW	
1010 CASH-OPERATING	\$18,329.37
601 Water Fund	
1010 CASH-OPERATING	\$10,028.78
602 Sewer Fund	
1010 CASH-OPERATING	\$11,879.83
604 Electric Fund	
1010 CASH-OPERATING	\$261,108.18
605 Storm Water	
1010 CASH-OPERATING	\$747.71
606 ICE ARENA	
1010 CASH-OPERATING	\$27.88
609 Liquor Fund	
1010 CASH-OPERATING	\$49,800.82
610 Maple Grove Cemetery	
1010 CASH-OPERATING	\$2,009.67
877 Festival in Park Fund	
1010 CASH-OPERATING	\$15.00
Total:	\$428,328.37

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, August 18th, 2020, at 6:00pm in the Library

Present: Lisa Carlsen, Melissa Ferris, Pres. Tarik Kamel, Laurie Schultz, Jon Wright and Dir. Pat Shaffer-Gottschalk

Absent: none

Visitors: Beverly Jorgenson, SELCO

Petitions to the Chair: none

Amendments to Agenda: None. Kamel motioned to accept the agenda; 2nd by Schultz. Motion carried.

Minutes of the July KPL Board Meeting: Motion to approve by Wright, 2nd by Ferris. Motion carried.

Financial Reports/Payables: Motion to approve by Kamel, 2nd by Wright. Motion carried.

Monthly Reports/Receivables: Motion to approve by Wright, 2nd by Schultz. Motion carried.

Director's Report:

- Using memorial donations, Nancy and Barb created a kit full of grief resources which will soon be available for checkout.
- Donations were provided to KPL to purchase 22 books featuring diversity and inclusion.
- John Talcott hung memorial artwork in honor of Kaylee Lambright in the young adult area.
- Book clubs will be meeting again (with social distancing) either indoors, outdoors or via Zoom.
- The Book Bunch, KPL's Relay for Life team, will be hosting a "Coffee for Cancer" fundraiser and a small-scale event to honor and support the American Cancer Society.
- The Lions Club would like to fund a library project. Pat submitted a list of suggestions with a variety of projected costs.

Summer Reading Program (June 1-July 31):

- 791 books were given away twice a week to children (preschool-high school) utilizing the Book Bug.
- 4 online Storytimes reached 2,399 people.
- 796 views were generated for the 2 grant-funded, professional programs online.
- 38 children participated in the scavenger hunt.

Policy Project:

- Starting in September, Pat will bring 2 or more library policies for review each month until the KPL policies are updated.

Building Report:

- Power washing the stucco revealed areas in need of repair prior to painting. Tony Carrol of Total Plastering assessed the damaged and estimated \$1000 for repairs.
- Josh Fjerstad will be painting the round exterior in the color "Turkish Coffee".

Committee Reports:

City Council: City Council is working on the Kasson Disaster Recovery Plan and would like a vision for the library. Currently, KPL is considered a short-term storm shelter versus a long-term shelter.

Friends of the Library: none

SELCO Board of Director's Meeting: The annual meeting was held online on July 28th. Bev described KPL's book bug program. SELCO did not make any deliveries nor offer any services during quarantine, thus SELCO experienced a net loss of approximately \$99,000. BookMyne will be replaced by the SELCO libraries app. Charlie Sparks from the Preston Public Library is the new President of the Board.

Old Business: Ferris motioned to approve the KPL final budget; 2nd by Wright. Motion approved. Wright motioned to invest the reserve funds as per Nancy Zaworski's recommendation; 2nd by Schultz. Motion approved. The stucco on the round portion of KPL is damaged and in need of repair before painting. Total Plastering & Granicrete, LLC, estimates the cost of repairs to be \$1000.

New Business: Wright motioned to approved up to \$1500 for repair of the stucco; 2nd by Kamel. Motion approved.

Ferris motioned to move Pat from probation to regular full-time; 2nd by Kamel. Motion approved. KPL will be open on Saturdays from 9-noon beginning September 12th.

General Discussion: none

Adjourn: 7:15pm

Respectfully submitted by: Laurie Schultz, secretary

Kasson Fire Department – Monthly Meeting

September 14, 2020 - 1900

Meeting Called to Order: Deputy Chief Seljan

Roll Call

Minutes of the previous Meeting: Read and Approved

Treasurer's Report – Relief General Fund: \$ 61,538.38

Appointment of Entertainment: (OCT) McAndrews/Fitch/Seljan

Training/Drill(s):

SEPT 21	TBD
SEPT 28	SE EMS training

Guest(s):

NONE

Old Business:

- Relief Update
 - We sold all raffle tickets, great job everyone
 - We have received approximately \$25,000 from our donation mailer
- Burger Night presented by Juan / Update #2
 - Made approximately \$850
- Sunwood Manor
 - There is a key in the EMR for the back door. The previous manager quit so we are working with a new manager on obtaining copies of the master key. D.C. Seljan will provide updates as they happen
- New guys
 - See CJ post meeting regarding new gear

New Business:

- Field of Flags
 - September 12th Update
 - 4 members attended / Great Event
- Birthday Parade
 - September 19th @ 1230 hours
 - 703 20th Street NE (Colin Carney's son)
 - September 23rd @ 1800 hours
 - 707 West Main Street
 - Sign up on whiteboard if available
- Flu Clinics
 - Kasson Fire Hall
 - September 29, 1000 – 1130 hours
 - Setup at 0900 hours
 - Need 2-3 people

- **Med ComPass**
 - **November 9th**
 - **MUST ATTEND, need to be clean shaven, sign up will be posted**

- **EMR Recert**
 - **November 9th will be the skills stations**

- **Fire Prevention Week / Open House**
 - **No open house**
 - **We will be putting handouts together for the elementary school and there will still be a coloring contest**

- **Zumbro Valley Mutual Aid Dinner**
 - **In person meeting on October 13th at 7pm in Mantorville**
 - **Let Chief know if you plan to attend**

- **City of Kasson Mental Health Focus**
 - **In the works with a production company to put together a few videos on suicide prevention, more info to come**

- **October meal**
 - **Deputy Chiefs and Chief will be cooking steak for selling all the raffle tickets, please RSVP for this meeting on the whiteboard**

Officers Update:

- N/A

Relief Updates:

- N/A

=====

▪ **Apparatus / Other Status Reports**

- ☐ **Rescue**
- ☐ **Engine I** **Pump test Thursday**
- ☐ **Engine II** **Pump test Thursday**
- ☐ **Tanker I**
- ☐ **Tanker II**
- ☐ **Ladder I** **Pump test Thursday**
- ☐ **Grass Rig**
- ☐ **Utility**
- ☐ **EMR Unit**
- ☐ **HAZMAT**

Bills Reviews by Relief:

- N/A

Review of Calls:

37 Calls for August 2020

- o EMS 33
- o MVA 2
- o Rescue 0
- o Fire 0
- o Weather 0
- o Alarm 1
- o Cancelled 1
- o Other 0

o **Reports**

- o **Reminder that it is our policy that we send in one member with gown, eye protection, and mask. The other person stands outside without PPE on but ready to go in if needed.**

Good of the Assoc:

- o **Alexander and Kruger will be attending the heavy rescue training in Dodge Center this Saturday**

Meeting Adjourned

**Respectfully Submitted: Lindsey Derby, Sec / Treas '20
Krista Weigel, Emergency Services Administrative Assistant**

... Firefighters not in attendance – Please sign and date your reading of the Meeting Minutes ...

_____	_____
_____	_____
_____	_____



Kasson Public Library

607 1st St. NW, Kasson, MN 55944

507/634-7615 www.kasson.lib.mn.us

10 September 2020

Timothy Ibisch, City Administrator
City of Kasson
401 5th St. SE
Kasson, MN 55944

Dear Mr. Ibisch:

I have met with and reviewed Nancy Hackenmiller, Library Assistant, in her annual evaluation on September 3, 2020. Her work has been outstanding and we discussed an action plan to further meet her goals of continued growth, as recorded on the Performance Review document. In its regular meeting on September 8, 2020, the Kasson Public Library Board reviewed the evaluation as well. I, together with the approval of the Library Board, therefore recommend that Nancy receive an increase from her current Grade 3, Step 5 to Step 6.

I respectfully request your approval, along with that of the City Council in its next meeting.

Thank you.

Sincerely,

Patricia Shaffer-Gottschalk
Kasson Public Library Director
605 1st Street NW
Kasson, MN 55944



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division (AGED)
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101-5133
 Telephone 651-201-7525 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types: 1) City issued on sale intoxicating and Sunday liquor licenses
 2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Kasson, MN License Period From: When approved To: 3-31-2021

Circle One: New License License Transfer _____ Suspension Revocation Cancel _____
(former licensee name) (Give dates)

License type: (check all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$ 1000 Sunday License fee: \$ 200 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: El Patron Mexican Grill DOB _____ Social Security # 85-2593781
of Kasson LLC
(corporation, partnership, LLC, or Individual)

Zip Code 55944 County Dodge Business Phone 712-269-2536 Home Phone _____

Business Trade Name El Patron Mexican Grill Business Address 504 Mantorville Ave S. City Kasson

Licensee's Federal Tax ID # and Cantina 85-2593781
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Home Address 1408 4th Ave S City Denison IA Licensee's MN Tax ID # _____

Xochilth Alvarez
 Partner/Officer Name (First Middle Last)

1408 4th Ave S
Denison, IA 51441
 Home Address

Partner/Officer Name (First Middle Last)

Home Address

Partner/Officer Name (First Middle Last) DOB Social Security # Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Yes No During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: AM Trust Group Policy # QWC 1123717

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
Secretaria (title)

ON SALE INTOXICATING LIQUOR LICENSEES ONLY, must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7507, or visit our website at www.dps.mn.gov.

ORDINANCE #877-2020

An ordinance amending the Franchise Fee on Natural Gas companies operating in the City of Kasson, MN.

Be it ordained by the City of Kasson, MN, as follows:

The City of Kasson MN, (hereinafter referred to as "City") hereby amends its franchise fee on every natural gas company, and every other person, firm or corporation, their successors and assigns, owning, operating, controlling, leasing or managing any natural gas plant or system, generating, manufacturing, selling, distributing or transporting electricity/natural gas, (hereinafter referred to as "Energy Providers"). Energy Providers shall collect from their customers, but not from the City of Kasson, located within the corporate limits of the City of Kasson, and pay to the City an amount based on the following fee schedule, after adjustment for the net write-off of uncollectible accounts and corrections of bills theretofore rendered:

CUSTOMER CLASS	MONTHLY METER CHARGE	THERM RATE CHARGE
Commercial Class 1 and Class 2 firm rate	\$2.50/Month/Meter	\$0.008 Per Therm Used
All Other Classes	\$2.50/Month/Meter	\$0.02 Per Therm Used

The amount paid by Energy Providers shall be in lieu of, and Energy Providers shall be exempt from, all other occupation, license, excise or right-of-way permit fees or taxes which the City may impose for the rights and privileges herein granted or for the privilege of doing business within the City, and in the event any such fee, charge, license, tax or assessment shall be imposed by the City, the payment to be made in accordance with the provisions of this section shall be reduced in an amount equal to the annual burden of such fee, charge, license, tax or assessment imposed upon the Energy Providers. Ad valorem property taxes imposed generally upon all real and personal property within the City shall not be deemed to affect the obligation of the Energy Providers under this section.

Any consideration hereunder shall be reported and paid to the City by Energy Providers on a Quarterly basis. Such payment shall be made not more than thirty (30) days following the close of the period for which payment is due. Initial and final payments shall be prorated for the portion of the period at the beginning and end of the term of this Ordinance.

The franchise fee shall be based on the amount collected by Energy Providers during complete billing months during the period for which payment is to be made by imposing a surcharge equal to the designated franchise fee for the applicable

customer classification in all customer billings for gas service in each class. The time and manner of collecting the franchise fee is subject to the approval of the Minnesota Public Utilities Commission. No franchise fee shall be payable by Energy Providers if Energy Providers are legally unable to first collect an amount equal to the franchise fee from their customers in each applicable class of customers by imposing a surcharge in Energy Providers' applicable rates for gas service. The Minnesota Public Utilities Commission requires Energy Providers to provide the Commission with sixty (60) days' notice, including the filing of the franchise fee ordinance or other operative document, prior to implementing a franchise fee.

The City recognizes that the Minnesota Public Utilities Commission may allow the utility company to add a surcharge to customer rates of city residents to reimburse such utility company for the cost of the fee. Energy Providers shall list the local franchise fee collected from customers as a separate item on bills for utility service issued to customers. If at any time the Minnesota Public Utilities Commission, or other authority having proper jurisdiction, prohibits such recovery, then Energy Providers will no longer be obligated to collect and pay the franchise fee herein contemplated. In addition, an Energy Provider may discount or reduce the franchise fee payable for natural gas delivered to a specific customer of an Energy Provider when it is required to reduce the franchise fee to retain the business of that customer. Modification or reduction of the franchise fee should occur if the franchise fee would cause the customer to cease purchase or transportation deliveries of natural gas from the Energy Provider by installing equipment to access natural gas supply not subject to the City's franchise fee.

The City shall provide copies of annexation ordinances to Energy Providers on a timely basis to ensure appropriate franchise fee collection from customers within the corporate limits of the City. The City shall have access to and the right to examine during normal business hours, those of Energy Providers' books, receipts, files, records and documents that are necessary to verify the correctness of payments due hereunder. If it is determined that a mistake was made in the payment of any franchise fee required hereunder, such mistake shall be corrected promptly upon discovery, such that any under-payment by Energy Providers shall be paid within 30 days of the recalculation and any over-payment by Energy Providers shall be discounted from the next payment(s) due.

This agreement shall be in force and effect from and after passage of this Ordinance, its acceptance by Energy Providers, and its publication as required by law. The City, by Council Resolution, may revoke this agreement if Energy Providers do not file a written acceptance with the City within ninety (90) days after publication.

Motion by:
Seconded by:
All in Favor:
Opposed:
Abstained
Absent:

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2020.

Chris McKern, Mayor

ATTEST:

Linda Rappe, City Clerk

REQUEST FOR COUNCIL ACTION

Meeting

Date: September 23, 2020

AGENDA SECTION: E.2 Public Hearing	ORIGINATING DEPT: Administration
ITEM DESCRIPTION: Memo on Gas Fees	PREPARED BY: City Administrator

Throughout this summer the Council has reviewed options for a Natural Gas franchise fee alteration. Included in the packet is the final version of the language of the ordinance revision. Seeking comment, there is a Public Hearing tonight to make final reviews and changes.

Minnesota Energy Resources has close to 2600 customers with Kasson addresses. Some Kasson addresses may fall outside city limits, but it should be fairly close and gives us a number to do some estimating. Of these customers 2430 are on the residential rate, 105 are on the commercial class 1 firm rate and 71 are commercial class 2 firm. The base fee should generate revenue close to 75,000 per year. The Council has indicated it plans to segment this revenue into a special fund for use on future facility upgrades.

COUNCIL ACTION REQUESTED: After comment period, and discussion, staff is requesting that the Council authorize this amended ordinance. Its implementation will take place over the next 90 days.

Motion to approve summary publication.

REQUEST FOR COUNCIL ACTION

Meeting Date: September 23, 2020

AGENDA SECTION:	ORIGINATING DEPT: Planning and Zoning
ITEM DESCRIPTION: Bigelow Voigt 8 th Addition Final Plat	PREPARED BY: Brad Scheib, Planning Consultant, HKGi

On February 26, 2020, the City Council approved the Preliminary Plat and Conditional Use Permit for a Planned Unit Development (PUD) for Bigelow Voigt 8th Addition, for the property located at PID No. 240290700. The City Council approved the Preliminary Plat and CUP with a number of conditions to be met prior to the submittal of a Final Plat application. Those conditions have been met and the submitted final plat is in substantial conformance with the approved Preliminary Plat.

The Planning and Zoning Commission held a public hearing and reviewed the final plat request at their September 14, 2020 meeting. No member of the public spoke at the meeting. The Planning and Zoning Commissioners discussed the project in general and voted unanimously to recommend approval of the Final Plat, with conditions as provided in the P&Z Staff Report (<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:4d6d84e1-36d2-41d5-b36d-7f225d552a9a>) and a condition that private streets be named according to the Kasson street naming pattern.

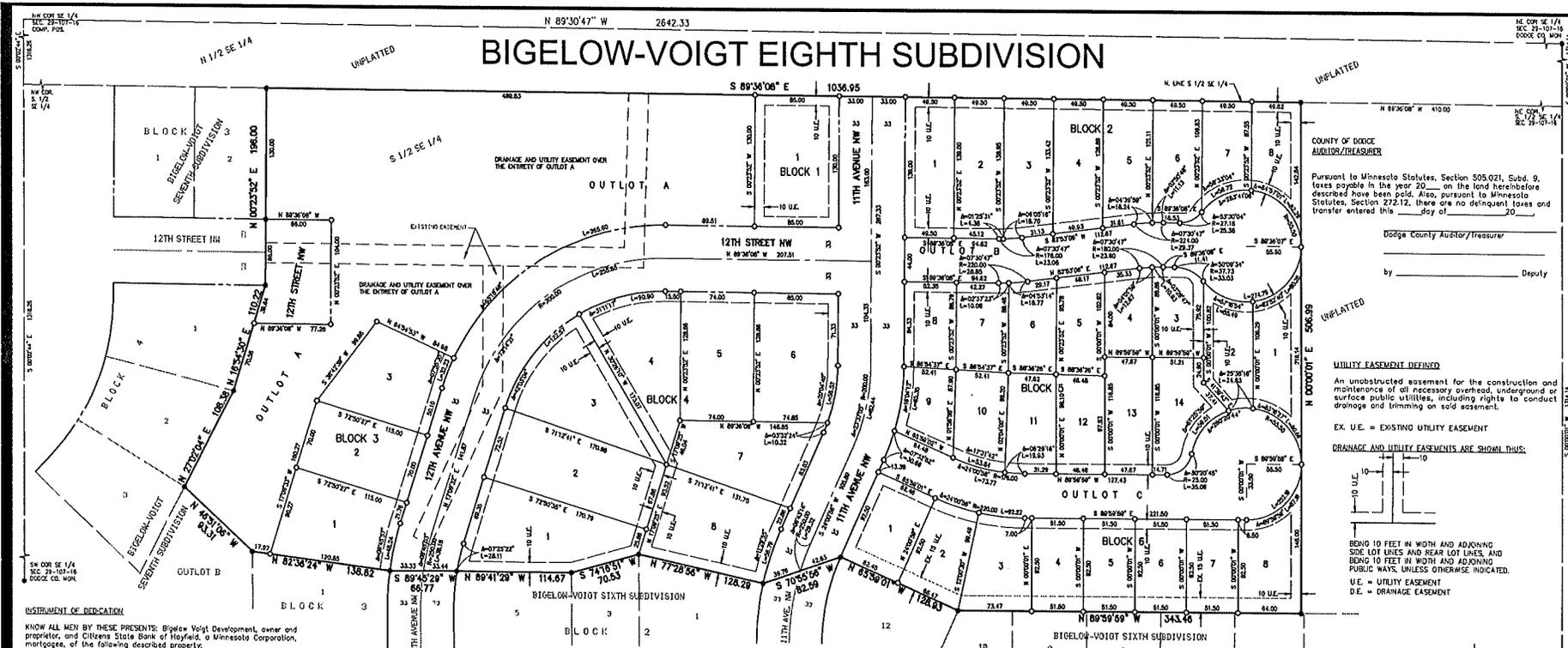
Attached for your review and consideration is the final plat drawing, a draft developer's agreement, and draft resolution.

COUNCIL ACTION REQUESTED: Review the application and P&Z staff report for Bigelow Voigt 8th Addition Final Plat and approve the Final Plat, with the conditions as noted in the staff report and any additional conditions deemed appropriate by the City Council.

Attachments:

1. Final Plat drawing
2. DRAFT Developers Agreement
3. **DRAFT RESOLUTION**

BIGELOW-VOIGT EIGHTH SUBDIVISION



KNOW ALL MEN BY THESE PRESENTS: Bigelow Voigt Development, owner and proprietor, and Citizens State Bank of Hayfield, a Minnesota Corporation, mortgagee, of the following described property:

That part of the South One-Half of the Southwest Quarter of Section 29, Township 107 North, Range 16 West, Dodge County, Minnesota, described as follows:

Commencing at the northeast corner of the South One-Half of said Southwest Quarter; thence North 89 degrees 36 minutes 08 seconds West (NOTE: All bearings are in relationship with the Dodge County Coordinate System NAD '83, Adjusted 1996) along the North line of said South One-Half of the Southwest Quarter, 410.00 feet to the POINT OF BEGINNING; thence South 00 degrees 00 minutes 01 seconds West, parallel with the East line of said Southwest Quarter, 506.89 feet to the North line of BIGELOW-VOIGT SIXTH SUBDIVISION; thence North 89 degrees 59 minutes 59 seconds West, (NOTE: the next 8 courses are along the North line of said BIGELOW-VOIGT SIXTH SUBDIVISION), 343.46 feet; thence North 52 degrees 52 minutes 01 seconds West, 128.93 feet; thence South 70 degrees 55 minutes 56 seconds West, 82.59 feet; thence North 77 degrees 28 minutes 56 seconds West, 128.29 feet; thence South 74 degrees 19 minutes 51 seconds West, 70.53 feet; thence North 89 degrees 41 minutes 29 seconds West, 114.67 feet; thence South 89 degrees 45 minutes 29 seconds West, 66.77 feet; thence North 82 degrees 36 minutes 24 seconds West, 138.82 feet to the Northwest corner of said subdivision and to the Northeast corner of Outlot B, BIGELOW-VOIGT SEVENTH SUBDIVISION; thence North 48 degrees 51 minutes 06 seconds West, along the Northern line of said Outlot B, 93.31 feet to the Eastern line of Block 4, said BIGELOW-VOIGT SEVENTH SUBDIVISION; thence North 27 degrees 02 minutes 04 seconds East, along said Eastern line, 108.38 feet; thence North 16 degrees 54 minutes 30 seconds East, along the East line of said subdivision, 196.00 feet to the Northeast corner thereof and to the North line of said South One-Half of the Southwest Quarter; thence South 89 degrees 36 minutes 08 seconds East, along said North line, 1036.95 feet to the point of beginning.

Said Parcel contains 11.81 acres more or less.

Has caused the same to be surveyed and plotted as BIGELOW-VOIGT EIGHTH SUBDIVISION.

In witness whereof, said owner has caused these presents to be signed this ____ day of _____, 20____.

Joel O. Bigelow - Bigelow Voigt Land Development

STATE OF MINNESOTA
COUNTY OF DODGE

This instrument was acknowledged before me this ____ day of _____, 20____, by Joel O. Bigelow, individually and on behalf of Bigelow and Voigt Land Development.

Notary Printed Name _____ Notary Public, Dodge County, MN
My Commission Expires _____

In witness whereof said Citizens State Bank of Hayfield, a Minnesota Corporation has caused these presents to be signed this ____ day of _____, 20____.

By _____ Its _____
Bank of Hayfield.

STATE OF MINNESOTA
COUNTY OF DODGE

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by _____ of _____, on behalf of said Citizens State Bank of Hayfield.

Notary Public, Dodge County
My Commission Expires _____

SURVEYOR'S CERTIFICATE

I, Richard J. Massey do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and located on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20____.

Richard J. Massey, Licensed Land Surveyor
Minnesota License No. 41814

STATE OF MINNESOTA
COUNTY OF DODGE

This instrument was acknowledged before me on this ____ day of _____, 20____ by Richard J. Massey.

Notary Printed Name _____ Notary Public, Dodge County, MN
My Commission Expires _____

CITY OF KASSON
CITY COUNCIL

This plat of BIGELOW-VOIGT EIGHTH SUBDIVISION approved and accepted by the City Council of the City of Kasson, Minnesota this ____ day of _____, 20____, and hereby certifies compliance with all requirements as set forth in Minnesota Statutes, Section 505.03, Subd. 2.

Mayer _____ City Administrator

CITY OF KASSON
PLANNING AND ZONING COMMISSION

The plat of BIGELOW-VOIGT EIGHTH SUBDIVISION, has been approved by the Planning and Zoning Commission of the City of Kasson, Minnesota this ____ day of _____, 20____.

Secretary

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been re-viewed and approved this ____ day of _____, 20____.

Eric M. Horn
Dodge County Surveyor

COUNTY OF DODGE
AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20____.

Dodge County Auditor/Treasurer _____
by _____ Deputy

UTILITY EASEMENT DEFINED

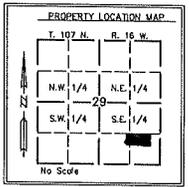
An unobstructed easement for the construction and maintenance of all necessary overhead, underground or surface public utilities, including rights to conduct drainages and trimming on said easement.

EK. U.E. = EXISTING UTILITY EASEMENT

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

BEING 10 FEET IN WIDTH AND ADJOINING SIDE LOT LINES AND REAR LOT LINES, AND BEING 10 FEET IN WIDTH AND ADJOINING PUBLIC WAYS, UNLESS OTHERWISE INDICATED.

U.E. = UTILITY EASEMENT
D.E. = DRAINAGE EASEMENT



WSE + MASSEY
ENGINEERING & LAND SURVEYING
P.O. BOX 100, KASSON, MN 56244
PH. NO. 507-634-4528, EMAIL SURVEY@WSE+MASSEY.COM

**BIGELOW VOIGT EIGHTH SUBDIVISION
DEVELOPMENT AGREEMENT**

The parties to this Development Agreement (“Development Agreement”) are the City of Kasson, a Minnesota municipal corporation (hereinafter referred to as the "City"), and Bigelow-Voigt Land Development, LLC, a Minnesota limited liability company (hereinafter referred to as the "Developer”).

The City and Developer are sometimes referred to in this Development Agreement as a “Party” or the “Parties.”

RECITALS

a. Developer owns certain real property within the City limits of Kasson, situated in the County of Dodge, State of Minnesota, and legally described on the attached Exhibit A, hereinafter referred to as “Development Property” or “Premises.”

b. Developer has requested permission to construct, at its own expense, certain public improvements within the proposed public right-of-way of the Development Property and on adjoining property according to the plans and specifications prepared by Les Conway of WSE Massey Engineering & Surveying.

c. The City is willing to grant Developer permission to complete the proposed improvements at Developer's own expense, provided the proposed improvements are completed in accordance with the terms of this Agreement and under the supervision of the City Engineer or his agent or representative, in addition to any terms and conditions required of all developers undertaking this type of construction within the City. The Developer shall also be responsible for the City Engineer's construction observation and inspection fees which are estimated to be \$ _____ for the Development Project.

NOW, THEREFORE, in consideration of the premises, the Parties hereby agree as follows:

1. **Developer Representations and Warranties.**

Developer makes the following representations and warranties to the City:

a. The individual(s) executing this Development Agreement on behalf of the Developer, has the right, power, legal capacity and organizational authority to execute this Development Agreement, and no approvals or consents of any persons are necessary in connection with the authority of the individual to execute this Development Agreement.

b. Developer is not currently in default under any contract, agreement or mortgage to which Developer is a party or by which the Development Property is bound which in any way affects the Developer's performance under this Development, nor have any events occurred which would be a default under such contracts, agreements or mortgages but for the passage of time or giving of notice thereof.

c. Developer has complied with and will continue to comply with all applicable Federal, State and local statutes, laws and regulations, including, without limitation, any permits, licenses, and applicable zoning, environmental, building codes or other laws, including but not limited to NPDES, MPCA and Minnesota Department of Health permits, ordinances or regulations affecting the Development Property and the work to be completed thereon. Developer is not aware of any pending or threatened claim of any such violation. Without limitation of the foregoing, Developer expressly acknowledges and agrees that it has and shall at all times comply with each and every provision of the City's subdivision, zoning, and other related municipal code regulations.

d. There is no suit, action, arbitration or legal, administrative or other proceeding or other governmental investigation pending or threatened against or affecting the Developer. The Developer is not in default with respect to any order, writ, injunction or decree of any federal, state, local or foreign court, department, agency or instrumentality.

e. To the best of the Developer's knowledge, no council person or other officer or employee of the City is directly or indirectly financially interested in this Development Agreement or any contract, agreement or job thereby contemplated to be entered into or undertaken. Developer warrants that it has not paid or given, and will not pay or give, any official or employee of the City any money or other consideration for obtaining this

Development Agreement.

f. None of the representations and warranties made by the Developer in any exhibit hereto or memorandum or writing furnished or to be furnished by the Developer or on its behalf contains or will contain any untrue statement of material fact or omits any material fact, the omission of which would be misleading.

g. Developer shall not allow any waste or nuisance on the premises or allow the premises to be used for any unlawful purposes. Further, Developer shall maintain the premises in a neat and clean condition, including mowing and removal of all construction debris.

h. Developer shall arrange and pay for all utilities furnished to the premises, including, but not limited to, electricity, gas, water, sewer, telephone service, as well as payment of all real estate taxes and all other taxes, if any.

i. Developer shall arrange and pay for the proper abandonment of existing wells and septic systems located on the Development Property, if any, pursuant to federal, state and local laws and regulations.

j. The Developer warrants that the construction of the infrastructure on the Development Property, which includes water main, sanitary sewer main, storm water collection mains, storm water management ponds, curbs, gutters, streets and sidewalks, shall comply with the plans and specifications approved by the City Engineer and attached hereto as Exhibit B. The Developer shall have a pre-construction meeting with the City regarding the installation of the infrastructure. The Developer, and its contractors shall coordinate any water main and sewer main disturbances with the City's staff.

k. The Developer warrants that the construction plans and hydraulic calculations for the storm water management ponds shall be review and approved by the City Engineer prior to construction. The Developer further warrants that the construction of the storm water management ponds shall comply with the plans and specifications approved by the City Engineer.

1. Three copies of the project plans and specification shall be signed by the Developer and its engineer and submitted to the City. The City and the City Engineer shall sign all copies and return one to the Developer. There shall be no alterations to the approved plans and specifications except upon the prior written approval of the City and its Engineer.

2. **The Project.**

The work to be completed pursuant to this agreement shall commence on or about _____, 2020, shall be done and performed in the best and most workmanlike manner and in strict conformance with the Plans and specifications approved by the City, and shall consist of the following:

a. The Developer shall construct at its expense a water main on the Development Property pursuant to the plans and specifications as approved by the City Engineer. The Developer shall connect the water main to the City's existing water main as indicated on the approved plans and specifications. Prior to such connection, the Developer shall verify that the existing water main is in conformance with applicable federal, state, and local laws and regulations and is sufficient to meet the needs of the Development Property. All applicable water access charges pursuant to Ordinance §53.002 shall be paid to the City prior to the commencement of construction on the Development Property.

b. The Developer warrants that all the labor and materials used in constructing the water main will be of good quality and in conformance of applicable federal, state and local laws and regulations. Developer further guarantees that the water main shall not have to be replaced or repaired for a period of one (1) year from the date of the City's acceptance of the infrastructure. If such repairs or replacements occur within the one (1) year period, one hundred (100%) percent of the cost of same shall be the responsibility of Developer.

c. The Developer shall construct at its expense a sanitary sewer main on the Development Property sufficient to meet the needs of the Development Project and pursuant to the plans and specifications approved by the City Engineer. The Developer shall connect the sanitary sewer main to the City's existing sanitary sewer main as indicated on the

approved plans and specifications. Prior to such connection, the Developer shall verify that the existing sanitary sewer main is in conformance with applicable federal, state, and local laws and regulations and is sufficient to meet the needs of the Development Property. All applicable sewer access charges pursuant to Ordinance §53.002 shall be paid to the City prior to the commencement of construction on the Development Property.

d. The Developer warrants that all the labor and materials used in constructing the sanitary sewer main will be of good quality and in conformance of applicable federal, state and local laws and regulations. Developer further guarantees that the sanitary sewer main shall not have to be replaced or repaired for a period of one (1) year from the date of the City's acceptance of the infrastructure. If such repairs or replacements occur within the one (1) year period, one hundred (100%) percent of the cost of same shall be the responsibility of Developer.

e. The Developer shall construct at its expense a storm water collection system for the Development Property, which includes storm water collection mains and storm water management ponds, sufficient to meet the needs of the Development Project and pursuant to the plans and specifications approved by the City Engineer. The Developer shall connect the storm water collection mains and the storm water management ponds to the City's existing storm water collection system as indicated on the approved plans and specifications. Prior to such connection, the Developer shall verify that the existing storm water collection mains are in conformance with applicable federal, state, and local laws and regulations and are sufficient to meet the needs of the Development Property.

f. The Developer warrants that all the labor and materials used in constructing the storm water collection system will be of good quality and in conformance of applicable federal, state and local laws and regulations. Developer further guarantees that the storm water collection mains on any public street shall not have to be replaced or repaired for a period of one (1) year from the date of the City's acceptance of the infrastructure. If such repairs or replacements occur within the one (1) year period, one hundred (100%) percent of

the cost of same shall be the responsibility of Developer.

g. The Developer warrants that all labor and materials used in constructing the storm water management system will be of good quality and in conformance with applicable federal, state and local laws and regulations and pursuant to NPDES permit requirements. The Developer shall clean out the storm water management ponds after homes are constructed upon the Development Property, and the City shall inspect and accept the ponds and infrastructure, after which the City shall be responsible for the maintenance of the ponds.

h. The Developer shall construct at its expense the streets, curbs, and gutters on the Development Property sufficient to meet the needs of the Development Project and pursuant to the plans and specifications approved by the City Engineer. The Developer shall connect the street, curbs, and gutters to the City's existing streets, curbs, and gutters as indicated on the approved plans and specifications. Prior to such connection, the Developer shall verify that the existing streets, curbs, and gutters are in conformance with applicable federal, state, and local laws and regulations and are sufficient to meet the needs of the Development Property. The bituminous street wearing course shall be placed one construction season after the base course is placed.

i. The Developer warrants that all the labor and materials used in constructing the streets, curbs, and gutters, will be of good quality and in conformance of applicable federal, state and local laws and regulations. Developer acknowledges that the cul de sac streets constructed upon the Development property shall remain the property of Developer. The Developer shall submit to the City acceptable association documents that address the ownership and maintenance issues related to the private streets. The City shall deny all building permit applications for the individual lots on the Development Property until such time as acceptable association documents have been adopted by the Developer and provided to the City.

j. The Developer shall require sidewalks to be constructed upon the individual lots of the subdivision as homes are built on the lots. Specifically, Developer shall require

the sidewalk to be constructed on each lot within six (6) months of the City's final inspection of the home constructed on that lot. The Developer warrants that all the labor and materials used in constructing the sidewalks will be of good quality and in conformance of applicable federal, state and local laws and regulations.

k. Pursuant to Ordinance §152.023, the Developer shall pay to the City all parkland dedication fees or shall provide to the City proof of its satisfaction of the City's parkland dedication requirement by its previous dedication of parkland to the City prior to the commencement of construction on the Development Property.

l. The Developer warrants that all proposed private utility roadway crossing conduit locations will be installed before roadway construction unless shown on the construction plans.

m. The Developer shall perform testing and observation of all engineered fill outside the right-of-way and shall submit test results and observation records to the City upon completion.¹

n. The Developer must implement a soil and erosion control procedure during the course of any construction or site grading and obtain all required MPCA permits. All areas disturbed by excavation and back filling activities must be seeded or sodded immediately after the work in that area is complete. While work on structures is in progress, the Developer shall erect a silt fence to prevent runoff from impacting other parcels. The City reserves the right to impose additional soil and erosion control requirements, if, in the reasonable opinion of the City Engineer, such requirements are necessary to control erosion.

o. The Development Project shall be subject to inspection by the City and the City Engineer or his agent or representative. The Developer shall provide the City Engineer or his agent or representative with reasonable access to the Development Property for inspection purposes. The City Engineer shall observe the construction and provide confirmation to the City that the construction is in conformance with the plans and

specifications. The Developer shall comply with any corrective action ordered as a result of such inspections. Costs of such inspections shall be born by the Developer and paid by Developer within 30 days upon receipt of invoice.

p. In the event that the City rejects as defective or unsuitable any material or labor supplied by the Developer regarding the improvements, the rejected material must be removed and replaced with approved material and the rejected labor must be done again to the specification and approval of the City and at the sole cost and expense of the Developer. If at any time the Developer, after 30 days' notice, shall fail to complete any of the improvements, or make satisfactory any of the improvements, the City may draw on the security pledged to reimburse itself for the cost of completion or making satisfactory such improvements.

q. The Developer shall set any monument that is missing or disturbed upon completion of the construction.

r. The Developer shall give prompt notice of completion of the Development Project in accordance with the project plans and specifications. The City Engineer or his agent or representative shall conduct a final inspection of the Development Project and shall immediately notify the Developer of any improvements that do not appear to conform to the approved plans and specifications. The cost of such final inspection shall be born by the Developer and paid by Developer within 30 days upon receipt of invoice.

s. Any cost incurred by the City to remedy any non-conformity to the approved plans and specification, whether such non-conformity is discovered at the time of the final inspection or is discovered later, shall be the financial obligation of the Developer and shall be reimbursed or paid to the City within ten (10) days of receipt of a bill for such costs. Such billing shall include a detailed and itemized list of all costs incurred by the City.

t. The City may, in cases of emergencies, proceed to remedy the default by Developer without prior notice to Developer of such default. In such cases, the Developer

¹ This information is provided to the City for informational purposes only and is not reviewed by the City.

hereby waives any and all rights to prior notice of such default.

u. The City will accept infrastructure only after all improvements set forth in this Development Agreement and in the approved plans and specifications have been inspected by the City Engineer and approved by the City Engineer and the City Council. Upon acceptance of the infrastructure, the Developer shall transfer ownership of the required improvements to the City free and clear of all liens and encumbrances.

3. **Ownership of Infrastructure.**

a. Absent any default of the Developer, the City shall assume ownership of the water mains, sanitary sewer mains, storm water collection mains, streets, curbs, gutters, and the infrastructure related thereto to the right of way line of the public streets following approval by the City and acceptance of the infrastructure as set forth in Section 2.u. The cul de sac streets and related infrastructure shall remain the property of the Developer.

b. Within thirty (30) days after the City's acceptance of the infrastructure, the Developer shall supply the City with three physical and one electronic copy of a complete set of As-Built plans.

4. **Time for Performance.**

Subject to unavoidable delay, the Developer shall diligently proceed with the completion of the Development Project. The Developer shall complete all work as required by the approved plans and specifications on or before _____, 2021. An unavoidable delay is a delay which results directly from an event or circumstance a party could not reasonably anticipate and could not control, including but not limited to strikes or other labor troubles, unusually severe or prolonged bad weather, acts of God, acts of wars, terrorism, fire or other casualty or litigation, which third parties commenced against the parties, which result in an injunction or other similar judicial action, or which prevents or delays commencement or completion of the work. If unavoidable delay occurs, a party shall notify the other party in writing. If a party gives the other party written notice of unavoidable delay within five (5) business days of the onset of such event or circumstance

that causes the unavoidable delay, the completion date is extended for a period of time equal to the period of unavoidable delay; provided however, in no event is the completion date to extend more than 120 days.

5. **Liability Insurance.**

a. Until Developer has completed all of the Development Work pursuant to the Development Project, Developer must maintain, in full force and effect, a policy or policies of Comprehensive General Liability Insurance providing for coverage on an occurrence basis with limits of liability not less than \$1,000,000.00 per occurrence. The policy or policies must name the City, the City Council members and the City's employees and agents as additional insureds and must include contractual liability coverage for Developer's indemnification obligations pursuant to Section 6. The policy or policies of Comprehensive General Liability Insurance must be written by insurance companies authorized to do business in the State of Minnesota and must be endorsed to provide that coverage provided herein may not be canceled or terminated without thirty (30) days prior written notice to the City. Prior to the commencement of any Development Work, and thereafter, at least thirty (30) days prior to the expiration of the policy as provided for herein, the Developer must provide the City with a Certificate or Certificates of Insurance evidencing Developer's compliance with the requirements of this section. Developer must provide the City with copies of the insurance policies provided for in this section upon the City's request. The insurance Developer maintains pursuant to this section is primary to any insurance the City or the City Council members, employees or agents maintain on their own behalf.

b. Until Developer has completed all of the Development Work pursuant to the Development Project, all contractors on the Development Property must also maintain, in full force and effect, a policy or policies of Comprehensive General Liability Insurance providing for coverage on an occurrence basis with limits of liability not less than \$1,000,000.00 per occurrence. The policy or policies must name the City, the City Council members and the City's employees and agents as additional insureds. The policy or policies

of Comprehensive General Liability Insurance must be written by insurance companies authorized to do business in the State of Minnesota and must be endorsed to provide that coverage provided herein may not be canceled or terminated without thirty (30) days prior written notice to the City. Prior to the commencement of any contractor's work on the Development Project, and thereafter, at least thirty (30) days prior to the expiration of the policy as provided for herein, the contractor must provide the City with a Certificate or Certificates of Insurance evidencing the contractor's compliance with the requirements of this section. Contractors must provide the City with copies of the insurance policies provided for in this section upon the City's request. The insurance such contractors maintain pursuant to this section is primary to any insurance the City or the City Council members, employees or agents maintain on their own behalf.

6. **Indemnification.**

Developer must indemnify and defend the City, the City Council members and the City's employees and agents against and hold the City, the City Council members and the City employees and agents harmless from any claims, damages or liabilities of any kind arising out of, incidental to or in connection with the Development Project, whether or not due to the negligence of Developer, or any contractor or its employees, servants or agents, except for liability arising out of the sole negligence of the City or the City's employees or agents.

7. **Security.**

Prior to the commencement of any proposed improvements under this Agreement and pursuant to Ordinance §50.04(B)(2), Developer shall place in escrow with the City a sum of money equal to 110% of the total estimated construction cost, including the City Engineer's construction observation and inspection fees. In lieu of escrowed funds, Developer may provide the City with an irrevocable letter of credit equal to the total estimated construction cost, including the City Engineer's construction observation and inspection fees, or another form of security approved by the City. The security shall guarantee the performance of this

Agreement in accordance with the approved plans and specifications. The City will maintain a minimum of 10% of the security until the expiration of the one year warranty period after the City takes ownership of the infrastructure pursuant to Section 3. The Developer shall be liable to the City in the event the security pledged is inadequate to reimburse the City for its costs regarding any of the improvements.

b. At any time within forty-five (45) days in advance of the expiration of the security pledged, if the improvements have not been completed and the security has not been extended in a manner acceptable to the City in its discretion, the City may draw on the security proceeds to be paid over to the City. From the proceeds, the City shall be reimbursed for any attorney fees in the normal course of the development process, engineering fees, and other technical, administrative and professional assistance relating to completion of the improvements and the exercise of the City's rights hereunder, as well as any costs the City might incur in remedying the default of Developer including but not limited to, paving and contracting costs.

8. **Developer's Defaults.**

Each of the following constitute a "Developer Default":

- a. Developer's failure to perform one or more of Developer's obligations under this Development Agreement;
- b. Developer's failure to observe any restrictions set forth in this Development Agreement;
- c. Developer's failure to pay real estate taxes as they come due; or
- d. Developer's failure to take the corrective action as ordered by the City Engineer.

9. **Remedies.**

If a Developer Default occurs, the City shall give the Developer written notice of the Developer's Default at the address set forth in Section 12, and Developer fails to cure the default within ten (10) business days, the Developer is deemed to be in default under this

Development Agreement and the City, may at its option, and in addition to other rights and remedies as provided by law, exercise one or more of the following remedies:

- a. The City may refuse to issue building permits for all or any of the portions of the Development Property;
- b. The City may refuse to issue Certificates of Occupancy for improvements constructed on the Development Property;
- c. The City may refuse to permit connection of the water main, sanitary sewer main, or storm water collection main to the City's systems;
- d. The City may seek injunctive relief from a Court of competent jurisdiction, which may include but not be limited to, a temporary restraining order, temporary injunction or injunction prohibiting Developer from taking an action that violates this Development Agreement, or an Order to compel Developer's specific performance of one of Developer's obligation under this Development Agreement;
- e. The City may commence an action against Developer for damages;
- f. The City may pursue any other remedy as provided by law or in equity.

If a Developer Default occurs and the City incurs any costs or expenses, including, but not limited to attorney's fees, as a result of the Developer Default, Developer must reimburse the City for such costs and expenses, including attorney's fees.

10. **Assignment.**

Developer may not assign this Development Agreement without written consent of the City, which Consent the City may grant or withhold in its sole and absolute discretion.

11. **Agreement to Run with the Land.**

The City may record this Development Agreement against the title to the Development Property. The Developer must reimburse the City for the recording fees. The terms of this Development Agreement run with the title to the Development Property and are binding upon the Developer, Developer's successors and assigns.

12. **Notices.**

established in this Development Agreement is a material term of this Development Agreement.

g. This Development Agreement shall be effective as of the date the last party to execute this Development Agreement executes this Development Agreement (the “Effective Date”).

h. This Development Agreement, and the Exhibits attached hereto, constitute the complete, final and exclusive embodiment of the agreement between the Parties. This Development Agreement supersedes any other such promises, warranties, or representations and any other written or oral statement concerning the Parties' rights to any compensation, equity, legal right, or benefit relating to this Development Agreement

i. No amendment or variation to the terms of this Development Agreement shall be valid unless made in writing and signed by the Parties.

j. No action or inaction by the City constitutes a waiver or consent to an amendment of any provision of this Development Agreement. To be binding on the City, an amendment or waiver must be in writing and signed by an authorized representative of the City. The City’s failure to take legal action to enforce this Development Agreement is not a waiver of the City’s right to take future legal action or any other action permitted by law or equity to enforce the terms of this Development Agreement.

k. Titles or captions of paragraphs in this Development Agreement are inserted only as a matter of convenience and for reference and in no way define, extend or describe the scope of this Development Agreement or the intent or meaning of any provision hereof.

EXHIBIT A
Bigelow Voigt Eighth Subdivision
Development Agreement

[Needs to be attached]

DRAFT

EXHIBIT B
Bigelow Voigt Eighth Subdivision
Development Agreement

[Needs to be attached]

DRAFT

**CITY OF KASSON
RESOLUTION # XX-20**

**RESOLUTION APPROVING THE FINAL PLAT FOR THE PROPERTY AT PID No.
240290700, KNOWN AS BIGELOW VOIGT 8TH ADDITION**

WHEREAS, the applicant, Bigelow Voigt Development, LLC. represented by Tony Bigelow, on September 3, 2020 submitted a request for a Final Plat, for the property at PID No. 240290700; and,

WHEREAS, the subject site is generally located north of 10th Street NW to the west of 8th Avenue NW (County Road 21) at the northwest border of Kasson; and,

WHEREAS, the applicant is proposing to plat the 11.8 acre parcel into 12 single family detached lots, 30 single family attached lots, and three outlots; and,

WHEREAS, the appropriate City Staff and consultants have performed a technical review of the application;

WHEREAS, at a public hearing duly held on the 14th day of September, 2020, the Planning and Zoning Commission heard testimony of all persons wishing to comment; and

WHEREAS, following the public testimony and report of the technical review, the Planning and Zoning Commission reviewed all relevant information regarding the proposed Final Plat and recommended approval subject to conditions; and,

WHEREAS, the City has considered how the proposed project might affect public health, safety, or welfare and will be imposing conditions upon the approval addressing these considerations; and

WHEREAS, the City Council has studied the practicality of the final plat and development plan, taking into consideration the present and future development of the property and the requirements of the Zoning, Subdivision Ordinances, and other official controls.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KASSON, MINNESOTA that the following findings are hereby adopted regarding the application for a Final Plat for PID No. 240290700, known as Bigelow Voigt 8th Addition:

1. The proposed final plat substantially conforms with the preliminary plat of Bigelow Voigt 8th Addition, which was conditionally approved via Resolution #2.7-20 on February 26, 2020.
2. The proposed final plat, with conditions, is consistent with the Comprehensive Plan and policies of the City of Kasson.
3. The physical characteristics of the site are suitable for the type of development and use being proposed.
4. The proposed development will not negatively impact the health, safety, or welfare of the community.

5. The proposed final plat, with conditions, gives effective protection to the natural resources of the community, especially ground water and surface waters.

BE IT FURTHER RESOLVED that the Final Plat for PID No. 240290700, known as Bigelow Voigt 8th Addition, is hereby approved, subject to the following conditions:

1. The Final Plat shall show drainage and utility easements on all property lines of Single Family Detached lots, and all property lines of Single Family Attached lots except where a common wall is shared between units.
2. Address and correct all items listed in the City Engineer's Letter "Review of Revised Construction Plans" dated September 8, 2020 and City Engineer's markups of the Grading Plan Set and Public Improvements Plan Set
3. A development agreement be prepared in collaboration with the City Engineer and approved by the City Attorney with regards to public utilities and improvements prior to releasing the final plat for recording.
4. Park dedication be cash in lieu of land as the site is served by Prairie View Park.
5. The private streets Outlot B be renamed from Munson Lane to 12th Street Place NW and Outlot C be renamed from Telemark Drive to 11th Street Place NW to align with Kasson's street naming pattern.

Adopted this 23rd day of September, 2020.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

The motion to approve the foregoing resolution was made by Council Member ____ and duly seconded by Council Member _____. Upon a vote being taken, the following members voted in favor thereof: _____. Those against same: _____.

REQUEST FOR COUNCIL ACTION

Meeting Date: September 23, 2020

AGENDA SECTION:	ORIGINATING DEPT: Planning and Zoning
ITEM DESCRIPTION: Meadowbrooke 2 nd Addition Preliminary & Final Plat	PREPARED BY: Brad Scheib, Consulting Planner, HKGi

Attached for your review is a preliminary and final plat application for Meadowbrooke 2nd Addition. Staff is bringing the preliminary plat and final plat for this project through the process concurrently because the project is in substantially the same form as approved in September of 2017. The plat includes subdividing an approximately 7.87 acre parcel into a total of 19 new lots. The final plat was never recorded and thus the approvals have expired per City Subdivision Ordinance section 152.053(F) and require resubmission.

The applicant, Paradise Brothers, LLC. has submitted updated materials for the Preliminary Plat and Final Plat of Meadowbrooke 2nd Addition. The Planning and Zoning Commission held a public hearing and reviewed the preliminary plat and final plat requests at their September 14, 2020 meeting. No member of the public spoke at the public hearing. The Planning and Zoning Commissioners discussed the project and voted unanimously to recommend approval of the Preliminary Plat and Final Plat, with conditions provided in the P&Z Staff Report

(<https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:db893f80-6b8d-44f7-acc7-f5dd3e5d201e>).

COUNCIL ACTION REQUESTED: Review the application and P&Z Staff report for Meadowbrooke 2nd Addition Preliminary and Final Plat, and approve the Preliminary and Final Plat with the conditions as noted in the staff report, attached resolution, and any additional conditions deemed appropriate by the City Council.

Attachments:

1. Final Plat Drawing
2. DRAFT Developers Agreement
3. **DRAFT RESOLUTION**

MEADOWBROOKE SECOND

Final Plat - as submitted 2020

BEARINGS

All Bearings are in relationship with the Dodge County Coordinate System NAD 1983, Adjusted 1996.

UTILITY EASEMENT DEFINED

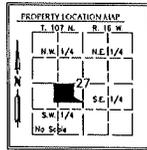
An unobstructed easement for the construction and maintenance of all necessary overhead, underground or surface public utilities, including rights to conduct drainage and trimming on said easement.

U.E. = UTILITY EASEMENT

DRAINAGE EASEMENT DEFINED

An unobstructed easement for the construction and maintenance of underground and surface drainage facilities and utility easement.

D.E. = DRAINAGE EASEMENT



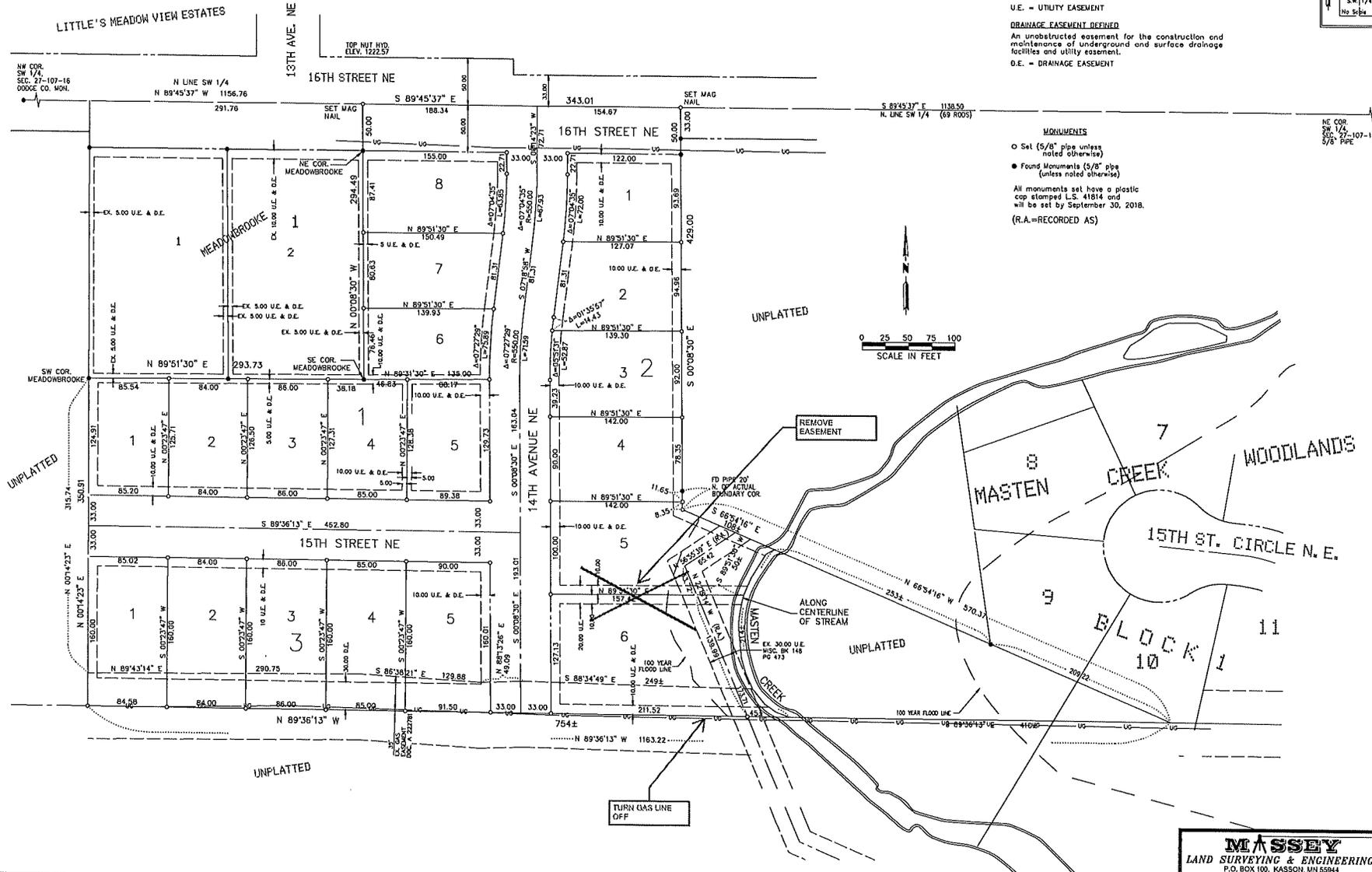
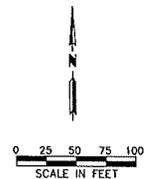
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50.00
7/8

MONUMENTS

- Set (5/8" pipe unless noted otherwise)
- Found Monuments (5/8" pipe unless noted otherwise)

All monuments set have a plastic cap stamped L.S. 41814 and will be set by September 30, 2018.

(R.A.=RECORDED AS)



MASSEY
LAND SURVEYING & ENGINEERING
P.O. BOX 100, KASSON, MN 55944
PH. NO. 807-434-4525

**MEADOWBROOKE SECOND SUBDIVISION
DEVELOPMENT AGREEMENT**

The parties to this Development Agreement (“Development Agreement”) are the City of Kasson, a Minnesota municipal corporation (hereinafter referred to as the "City"), and Paradise Brothers, LLC, a Minnesota limited liability company (hereinafter referred to as the "Developer”).

The City and Developer are sometimes referred to in this Development Agreement as a “Party” or the “Parties.”

RECITALS

a. Developer owns certain real property within the City limits of Kasson, situated in the County of Dodge, State of Minnesota, and legally described on the attached Exhibit A, hereinafter referred to as “Development Property” or “Premises.”

b. Developer has requested permission to construct, at its own expense, certain public improvements within the proposed public right-of-way of the Development Property and on adjoining property according to the plans and specifications prepared by Les Conway of WSE Massey Engineering & Surveying.

c. The City is willing to grant Developer permission to complete the proposed improvements at Developer's own expense, provided the proposed improvements are completed in accordance with the terms of this Agreement and under the supervision of the City Engineer or his agent or representative, in addition to any terms and conditions required of all developers undertaking this type of construction within the City. The Developer shall also be responsible for the City Engineer's construction observation and inspection fees which are estimated to be \$ _____ for the Development Project.

NOW, THEREFORE, in consideration of the premises, the Parties hereby agree as follows:

1. **Developer Representations and Warranties.**

Developer makes the following representations and warranties to the City:

a. The individual executing this Development Agreement on behalf of the Developer, has the right, power, legal capacity and organizational authority to execute this Development Agreement, and no approvals or consents of any persons are necessary in connection with the authority of the individual to execute this Development Agreement.

b. Developer is not currently in default under any contract, agreement or mortgage to which Developer is a party or by which the Development Property is bound which in any way affects the Developer's performance under this Development, nor have any events occurred which would be a default under such contracts, agreements or mortgages but for the passage of time or giving of notice thereof.

c. Developer has complied with and will continue to comply with all applicable Federal, State and local statutes, laws and regulations, including, without limitation, any permits, licenses, and applicable zoning, environmental, building codes or other laws, including but not limited to NPDES, MPCA and Minnesota Department of Health permits, ordinances or regulations affecting the Development Property and the work to be completed thereon. Developer is not aware of any pending or threatened claim of any such violation. Without limitation of the foregoing, Developer expressly acknowledges and agrees that it has and shall at all times comply with each and every provision of the City's subdivision, zoning, and other related municipal code regulations.

d. There is no suit, action, arbitration or legal, administrative or other proceeding or other governmental investigation pending or threatened against or affecting the Developer. The Developer is not in default with respect to any order, writ, injunction or decree of any federal, state, local or foreign court, department, agency or instrumentality.

e. To the best of the Developer's knowledge, no council person or other officer or employee of the City is directly or indirectly financially interested in this Development Agreement or any contract, agreement or job thereby contemplated to be entered into or undertaken. Developer warrants that it has not paid or given, and will not pay or give, any official or employee of the City any money or other consideration for obtaining this

Development Agreement.

f. None of the representations and warranties made by the Developer in any exhibit hereto or memorandum or writing furnished or to be furnished by the Developer or on its behalf contains or will contain any untrue statement of material fact or omits any material fact, the omission of which would be misleading.

g. Developer shall not allow any waste or nuisance on the premises or allow the premises to be used for any unlawful purposes. Further, Developer shall maintain the premises in a neat and clean condition, including mowing and removal of all construction debris.

h. Developer shall arrange and pay for all utilities furnished to the premises, including, but not limited to, electricity, gas, water, sewer, telephone service, as well as payment of all real estate taxes and all other taxes, if any.

i. Developer shall arrange and pay for the proper abandonment of existing wells and septic systems located on the Development Property, if any, pursuant to federal, state and local laws and regulations.

j. The Developer warrants that the construction of the infrastructure on the Development Property and on adjoining property, which includes water main, sanitary sewer main, storm sewer main, temporary storm water management pond, curbs, gutters, streets and sidewalks, shall comply with the plans and specifications approved by the City Engineer and attached hereto as Exhibit B. The Developer shall have a pre-construction meeting with the City regarding the installation of the infrastructure. The Developer, and its contractors shall coordinate any water main and sewer main disturbances with the City's staff.

k. The Developer warrants that the construction plans and hydraulic calculations for the storm water management pond shall be review and approved by the City Engineer prior to construction. The Developer further warrants that the construction of the storm water management pond shall comply with the plans and specifications approved by the City Engineer.

1. Three copies of the project plans and specification shall be signed by the Developer and its engineer and submitted to the City. The City and the City Engineer shall sign all copies and return one to the Developer. There shall be no alterations to the approved plans and specifications except upon the prior written approval of the City and its Engineer.

2. **The Project.**

The work to be completed pursuant to this agreement shall commence on or about _____, 2020, shall be done and performed in the best and most workmanlike manner and in strict conformance with the Plans and specifications approved by the City, and shall consist of the following:

a. The Developer shall construct at its expense a water main on the Development Property pursuant to the plans and specifications as approved by the City Engineer. The Developer shall connect the water main to the City's existing water main as indicated on the approved plans and specifications. Prior to such connection, the Developer shall verify that the existing water main is in conformance with applicable federal, state, and local laws and regulations and is sufficient to meet the needs of the Development Property. All applicable water access charges pursuant to Ordinance §53.002 shall be paid to the City prior to the commencement of construction on the Development Property.

b. The Developer warrants that all the labor and materials used in constructing the water main will be of good quality and in conformance of applicable federal, state and local laws and regulations. Developer further guarantees that the water main shall not have to be replaced or repaired for a period of one (1) year from the date of the City's acceptance of the infrastructure. If such repairs or replacements occur within the one (1) year period, one hundred (100%) percent of the cost of same shall be the responsibility of Developer.

c. The Developer shall construct at its expense a sanitary sewer main on the Development Property sufficient to meet the needs of the Development Project and pursuant to the plans and specifications approved by the City Engineer. The Developer shall connect the sanitary sewer main to the City's existing sanitary sewer main as indicated on the

approved plans and specifications. Prior to such connection, the Developer shall verify that the existing sanitary sewer main is in conformance with applicable federal, state, and local laws and regulations and is sufficient to meet the needs of the Development Property. All applicable sewer access charges pursuant to Ordinance §53.002 shall be paid to the City prior to the commencement of construction on the Development Property.

d. The Developer warrants that all the labor and materials used in constructing the sanitary sewer main will be of good quality and in conformance of applicable federal, state and local laws and regulations. Developer further guarantees that the sanitary sewer main shall not have to be replaced or repaired for a period of one (1) year from the date of the City's acceptance of the infrastructure. If such repairs or replacements occur within the one (1) year period, one hundred (100%) percent of the cost of same shall be the responsibility of Developer.

e. The Developer shall construct at its expense a storm water collection system for the Development Property, which includes a temporary storm water management pond to be constructed upon adjacent property, sufficient to meet the needs of the Development Project and pursuant to the plans and specifications approved by the City Engineer. The Developer shall secure and record an easement from the adjoining property owner to allow for the construction and maintenance of the temporary storm water management pond. The Developer shall connect the storm water collection main and the temporary storm water management pond to the City's existing storm water collection system as indicated on the approved plans and specifications. Prior to such connection, the Developer shall verify that the existing storm water collection mains are in conformance with applicable federal, state, and local laws and regulations and are sufficient to meet the needs of the Development Property.

f. The Developer warrants that all the labor and materials used in constructing the storm water collection system will be of good quality and in conformance of applicable federal, state and local laws and regulations. Developer further guarantees that the storm

water collection main shall not have to be replaced or repaired for a period of one (1) year from the date of the City's acceptance of the infrastructure. If such repairs or replacements occur within the one (1) year period, one hundred (100%) percent of the cost of same shall be the responsibility of Developer.

g. The Developer warrants that all labor and materials used in constructing the temporary storm water management pond will be of good quality and in conformance with applicable federal, state and local laws and regulations and pursuant to NPDES permit requirements. The Developer shall clean out the pond after homes are constructed upon the Development Property, and the City shall inspect and accept the temporary storm water management pond infrastructure, after which the City shall be responsible for the maintenance of the temporary storm water management pond.

h. The Developer shall construct at its expense the street, curbs, and gutters on the Development Property sufficient to meet the needs of the Development Project and pursuant to the plans and specifications approved by the City Engineer. The Developer shall connect the street, curbs, and gutters to the City's existing streets, curbs, and gutters as indicated on the approved plans and specifications. Prior to such connection, the Developer shall verify that the existing streets, curbs, and gutters are in conformance with applicable federal, state, and local laws and regulations and are sufficient to meet the needs of the Development Property. The bituminous street wearing course shall be placed one construction season after the base course is placed.

i. The Developer warrants that all the labor and materials used in constructing the street, curbs, and gutters will be of good quality and in conformance of applicable federal, state and local laws and regulations. Developer further guarantees that the street, curbs, and gutters shall not have to be replaced or repaired for a period of one (1) year from the date of the City's acceptance of said infrastructure. If such repairs or replacements occur within the one (1) year period, one hundred (100%) percent of the cost of same shall be the responsibility of Developer.

j. The Developer shall require sidewalks to be constructed upon the individual lots of the subdivision as homes are built on the lots. Specifically, Developer shall require the sidewalk to be constructed on each lot within six (6) months of the City's final inspection of the home constructed on that lot. The Developer warrants that it will require that all labor and materials used in constructing the sidewalks will be of good quality and in conformance of applicable state and local regulations. Developer further guarantees that the sidewalk on each individual lot shall not have to be replaced for a period of one (1) year from the date of completion of the sidewalk's construction. If such repairs or replacements occur within the one (1) year period, one hundred (100%) percent of the cost of same shall be the responsibility of the Developer.

k. The Developer shall require the recreational trail to be constructed upon the Development Property pursuant to the plans and specifications approved by the City Engineer as homes are built on the affected lots. Specifically, Developer shall require the recreational trail to be constructed on each lot within six (6) months of the City's final inspection of the home constructed on that lot. The Developer warrants that it will require that all labor and materials used in constructing the recreational trail will be of good quality and in conformance of applicable state and local regulations. Developer further guarantees that the recreational trail shall not have to be replaced for a period of one (1) year from the date of completion of the recreational trail's construction. If such repairs or replacements occur within the one (1) year period, one hundred (100%) percent of the cost of same shall be the responsibility of the Developer.

l. Pursuant to Ordinance §152.023, the Developer shall pay to the City all parkland dedication fees or shall provide to the City proof of its satisfaction of the City's parkland dedication requirement by its previous dedication of parkland to the City prior to the commencement of construction on the Development Property.

m. The Developer warrants that all proposed private utility roadway crossing conduit locations will be installed before roadway construction unless shown on the

construction plans.

n. The Developer shall perform testing and observation of all engineered fill outside the right-of-way and shall submit test results and observation records to the City upon completion.¹

o. The Developer must implement a soil and erosion control procedure during the course of any construction or site grading and obtain all required MPCA permits. All areas disturbed by excavation and back filling activities must be seeded or sodded immediately after the work in that area is complete. While work on structures is in progress, the Developer shall erect a silt fence to prevent runoff from impacting other parcels. The City reserves the right to impose additional soil and erosion control requirements, if, in the reasonable opinion of the City Engineer, such requirements are necessary to control erosion.

p. The Development Project shall be subject to inspection by the City and the City Engineer or his agent or representative. The Developer shall provide the City Engineer or his agent or representative with reasonable access to the Development Property and the temporary storm water management pond for inspection purposes. The City Engineer shall observe the construction and provide confirmation to the City that the construction is in conformance with the plans and specifications. The Developer shall comply with any corrective action ordered as a result of such inspections. Costs of such inspections shall be born by the Developer and paid by Developer within 30 days upon receipt of invoice.

q. In the event that the City rejects as defective or unsuitable any material or labor supplied by the Developer regarding the improvements, the rejected material must be removed and replaced with approved material and the rejected labor must be done again to the specification and approval of the City and at the sole cost and expense of the Developer. If at any time the Developer, after 30 days' notice, shall fail to complete any of the improvements, or make satisfactory any of the improvements, the City may draw on the security pledged to reimburse itself for the cost of completion or making satisfactory such

improvements.

r. The Developer shall set any monument that is missing or disturbed upon completion of the construction.

s. The Developer shall give prompt notice of completion of the Development Project in accordance with the project plans and specifications. The City Engineer or his agent or representative shall conduct a final inspection of the Development Project and shall immediately notify the Developer of any improvements that do not appear to conform to the approved plans and specifications. The cost of such final inspection shall be born by the Developer and paid by Developer within 30 days upon receipt of invoice.

t. Any cost incurred by the City to remedy any non-conformity to the approved plans and specification, whether such non-conformity is discovered at the time of the final inspection or is discovered later, shall be the financial obligation of the Developer and shall be reimbursed or paid to the City within ten (10) days of receipt of a bill for such costs. Such billing shall include a detailed and itemized list of all costs incurred by the City.

u. The City may, in cases of emergencies, proceed to remedy the default by Developer without prior notice to Developer of such default. In such cases, the Developer hereby waives any and all rights to prior notice of such default.

v. The City will accept the infrastructure only after all improvements set forth in this Development Agreement and in the approved plans and specifications have been inspected by the City Engineer and approved by the City Engineer and the City Council. Upon acceptance of the infrastructure, the Developer shall transfer ownership of the required improvements to the City free and clear of all liens and encumbrances.

3. **Ownership of Infrastructure.**

a. Absent any default of the Developer, the City shall assume ownership of the water mains, sanitary sewer mains, storm water collection mains, streets, curbs, gutters, and the infrastructure related thereto to the right of way line following approval by the City and

¹ This information is provided to the City for informational purposes only and is not reviewed by the City.

acceptance of the infrastructure as set forth in Section 2.v.

b. Within thirty (30) days after the City's acceptance of the infrastructure, the Developer shall supply the City with three physical and one electronic copy of a complete set of As-Built plans.

4. **Time for Performance.**

Subject to unavoidable delay, the Developer shall diligently proceed with the completion of the Development Project. The Developer shall complete all work as required by the approved plans and specifications on or before _____, 2021. An unavoidable delay is a delay which results directly from an event or circumstance a party could not reasonably anticipate and could not control, including but not limited to strikes or other labor troubles, unusually severe or prolonged bad weather, acts of God, acts of wars, terrorism, fire or other casualty or litigation, which third parties commenced against the parties, which result in an injunction or other similar judicial action, or which prevents or delays commencement or completion of the work. If unavoidable delay occurs, a party shall notify the other party in writing. If a party gives the other party written notice of unavoidable delay within five (5) business days of the onset of such event or circumstance that causes the unavoidable delay, the completion date is extended for a period of time equal to the period of unavoidable delay; provided however, in no event is the completion date to extend more than 120 days.

5. **Liability Insurance.**

a. Until Developer has completed all of the Development Work pursuant to the Development Project, Developer must maintain, in full force and effect, a policy or policies of Comprehensive General Liability Insurance providing for coverage on an occurrence basis with limits of liability not less than \$1,000,000.00 per occurrence. The policy or policies must name the City, the City Council members and the City's employees and agents as additional insureds and must include contractual liability coverage for Developer's indemnification obligations pursuant to Section 6. The policy or policies of Comprehensive

General Liability Insurance must be written by insurance companies authorized to do business in the State of Minnesota and must be endorsed to provide that coverage provided herein may not be canceled or terminated without thirty (30) days prior written notice to the City. Prior to the commencement of any Development Work, and thereafter, at least thirty (30) days prior to the expiration of the policy as provided for herein, the Developer must provide the City with a Certificate or Certificates of Insurance evidencing Developer's compliance with the requirements of this section. Developer must provide the City with copies of the insurance policies provided for in this section upon the City's request. The insurance Developer maintains pursuant to this section is primary to any insurance the City or the City Council members, employees or agents maintain on their own behalf.

b. Until Developer has completed all of the Development Work pursuant to the Development Project, all contractors on the Development Property must also maintain, in full force and effect, a policy or policies of Comprehensive General Liability Insurance providing for coverage on an occurrence basis with limits of liability not less than \$1,000,000.00 per occurrence. The policy or policies must name the City, the City Council members and the City's employees and agents as additional insureds. The policy or policies of Comprehensive General Liability Insurance must be written by insurance companies authorized to do business in the State of Minnesota and must be endorsed to provide that coverage provided herein may not be canceled or terminated without thirty (30) days prior written notice to the City. Prior to the commencement of any contractor's work on the Development Project, and thereafter, at least thirty (30) days prior to the expiration of the policy as provided for herein, the contractor must provide the City with a Certificate or Certificates of Insurance evidencing the contractor's compliance with the requirements of this section. Contractors must provide the City with copies of the insurance policies provided for in this section upon the City's request. The insurance such contractors maintain pursuant to this section is primary to any insurance the City or the City Council members, employees or agents maintain on their own behalf.

6. **Indemnification.**

Developer must indemnify and defend the City, the City Council members and the City's employees and agents against and hold the City, the City Council members and the City employees and agents harmless from any claims, damages or liabilities of any kind arising out of, incidental to or in connection with the Development Project, whether or not due to the negligence of Developer, or any contractor or its employees, servants or agents, except for liability arising out of the sole negligence of the City or the City's employees or agents.

7. **Security.**

Prior to the commencement of any proposed improvements under this Agreement and pursuant to Ordinance §50.04(B)(2), Developer shall place in escrow with the City a sum of money equal to 110% of the total estimated construction cost, including the City Engineer's construction observation and inspection fees. In lieu of escrowed funds, Developer may provide the City with an irrevocable letter of credit equal to the total estimated construction cost, including the City Engineer's construction observation and inspection fees, or another form of security approved by the City. The security shall guarantee the performance of this Agreement in accordance with the approved plans and specifications. The City will maintain a minimum of 10% of the security until the expiration of the one year warranty period after the City takes ownership of the infrastructure pursuant to Section 3. The Developer shall be liable to the City in the event the security pledged is inadequate to reimburse the City for its costs regarding any of the improvements.

b. At any time within forty-five (45) days in advance of the expiration of the security pledged, if the improvements have not been completed and the security has not been extended in a manner acceptable to the City in its discretion, the City may draw on the security proceeds to be paid over to the City. From the proceeds, the City shall be reimbursed for any attorney fees in the normal course of the development process, engineering fees, and other technical, administrative and professional assistance relating to completion of the

improvements and the exercise of the City's rights hereunder, as well as any costs the City might incur in remedying the default of Developer including but not limited to, paving and contracting costs.

8. **Developer's Defaults.**

Each of the following constitute a "Developer Default":

- a. Developer's failure to perform one or more of Developer's obligations under this Development Agreement;
- b. Developer's failure to observe any restrictions set forth in this Development Agreement;
- c. Developer's failure to pay real estate taxes as they come due; or
- d. Developer's failure to take the corrective action as ordered by the City Engineer.

9. **Remedies.**

If a Developer Default occurs, the City shall give the Developer written notice of the Developer's Default at the address set forth in Section 12, and Developer fails to cure the default within ten (10) business days, the Developer is deemed to be in default under this Development Agreement and the City, may at its option, and in addition to other rights and remedies as provided by law, exercise one or more of the following remedies:

- a. The City may refuse to issue building permits for all or any of the portions of the Development Property;
- b. The City may refuse to issue Certificates of Occupancy for improvements constructed on the Development Property;
- c. The City may refuse to permit connection of the water main, sanitary sewer main, or storm water collection main to the City's systems;
- d. The City may seek injunctive relief from a Court of competent jurisdiction, which may include but not be limited to, a temporary restraining order, temporary injunction or injunction prohibiting Developer from taking an action that violates this Development

To Developer: Paradise Brothers, LLC
608 Golfview Court SE
Mantorville, MN 55955

13. **Miscellaneous.**

a. No council member or employee of the City is personally liable to Developer for or as a result of the City's failure to perform its obligation under this Development Agreement or to abide by the provisions of the City Ordinances.

b. Third parties have no recourse against Developer or the City under this Development Agreement.

c. If any portion, section, subsection, sentence, clause or paragraph of this Development Agreement is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Development Agreement.

d. The parties may execute separate counterparts of this Development Agreement and exchange duplicate, original signature pages with one another. Each fully executed original assembled from such separately executed signature pages constitutes an original.

e. This Development Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

f. Developer's performance of Developer's obligations with the time periods established in this Development Agreement is a material term of this Development Agreement.

g. This Development Agreement shall be effective as of the date the last party to execute this Development Agreement executes this Development Agreement (the "Effective Date").

h. This Development Agreement, and the Exhibits attached hereto, constitute the complete, final and exclusive embodiment of the agreement between the Parties. This Development Agreement supersedes any other such promises, warranties, or representations and any other written or oral statement concerning the Parties' rights to any compensation,

EXHIBIT A
Meadowbrooke Second Subdivision
Development Agreement

That part of the Southwest Quarter of Section 27, Township 107 North, Range 16 West, Dodge County, Minnesota, described as follows:

Commencing at the northwest corner of the Southwest Quarter of said Section 27; thence South 89 degrees 45 minutes 37 seconds East (NOTE: All bearings are in relationship with the Dodge County Coordinate System, NAD '83 Adjusted 1996) along the north line of said Southwest Quarter, 1156.76 feet to the northeast corner of MEADOWBROOKE subdivision and to the POINT OF BEGINNING; thence continue South 89 degrees 45 minutes 37 seconds East, along said north line, 343.01 feet to a point described as 69 rods west of the northeast corner of said Southwest Quarter; thence South 00 degrees 08 minutes 30 seconds East along a previously described line, 429.00 feet; thence South 66 degrees 54 minutes 16 seconds East, along said previously described line, 570.37 feet; thence North 89 degrees 36 minutes 13 seconds West along said previously described line, 1163.21 feet; thence North 00 degrees 14 minutes 23 seconds East, 350.91 feet to the southwest corner of said MEADOWBROOKE subdivision; thence North 89 degrees 51 minutes 30 seconds East, along the south line of said MEADOWBROOKE, 293.73 feet to the southeast corner thereof; thence North 00 degrees 08 minutes 30 seconds East, along the east line of said MEADOWBROOKE, 294.49 feet to the POINT OF BEGINNING.

EXCEPTING THEREFROM:

That portion of the above-described parcel lying Easterly of the centerline of Masten Creek.

Said Parcel contains 7.84 acres more or less.

EXHIBIT B
Meadowbrooke Second Subdivision
Development Agreement

[Needs to be attached]

DRAFT

**CITY OF KASSON
RESOLUTION # XX-20**

**RESOLUTION APPROVING THE PRELIMINARY PLAT AND FINAL PLAT FOR
THE PROPERTY AT PID No. 240270700, KNOWN AS MEADOWBROOKE 2ND
ADDITION**

WHEREAS, the applicant, Paradise Brothers LLC, on September 3, 2020 submitted a request for a Final Plat, for the property at PID No. 240270700; and,

WHEREAS, the subject site is generally located south of the intersection of 13th Avenue NE and 16th Street NE in the northeast area of Kasson; and,

WHEREAS, the applicant is proposing to plat the 7.87 acre parcel into 19 single family detached lots; and,

WHEREAS, the appropriate City Staff and consultants have performed a technical review of the application;

WHEREAS, at a public hearing duly held on the 14th day of September, 2020, the Planning and Zoning Commission heard testimony of all persons wishing to comment; and

WHEREAS, following the public testimony and report of the technical review, the Planning and Zoning Commission reviewed all relevant information regarding the proposed Preliminary Plat and Final Plat and recommended approval subject to conditions; and,

WHEREAS, the City has considered how the proposed project might affect public health, safety, or welfare and will be imposing conditions upon the approval addressing these considerations; and

WHEREAS, the City Council has studied the practicality of the preliminary plat and final plat, taking into consideration the present and future development of the property and the requirements of the Zoning, Subdivision Ordinances, and other official controls.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KASSON, MINNESOTA that the following findings are hereby adopted regarding the application for a Preliminary Plat and Final Plat for PID No. 240270700, known as Meadowbrooke 2nd Addition:

1. The proposed final plat substantially conforms with the preliminary plat of Meadowbrooke 2nd Addition approved as part of this action.
2. The proposed final plat, with conditions, is consistent with the Comprehensive Plan and policies of the City of Kasson.
3. The physical characteristics of the site are suitable for the type of development and use being proposed.
4. The proposed development will not negatively impact the health, safety, or welfare of the community.

5. The proposed final plat, with conditions, gives effective protection to the natural resources of the community, especially ground water and surface waters.

BE IT FURTHER RESOLVED that the Final Plat for PID No. 240290700, known as Bigelow Voigt 8th Addition, is hereby approved, subject to the following conditions:

1. The Final Plat shall show drainage and utility easements on all property lines including side lot lines
2. Park dedication be cash in lieu of land as the site is served by East Diamond Park
3. A development agreement be prepared in collaboration with the City Engineer and approved by the City Attorney with regards to public utilities and improvements prior to releasing the final plat for recording.
4. Address and correct all items listed in the City Engineer's Letter "Review of Revised Construction Plans, Preliminary Plat and Final Plat" dated September 8, 2020 and City Engineer's markups of the Final Plat, Grading Plan Set and Public Improvements Plan Set.

Adopted this 23rd day of September, 2020.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

The motion to approve the foregoing resolution was made by Council Member ____ and duly seconded by Council Member _____. Upon a vote being taken, the following members voted in favor thereof: _____. Those against same: _____.

REQUEST FOR COUNCIL ACTION

Meeting 9-23-20

Date: 9-18-20

AGENDA SECTION: F.1.iii	ORIGINATING DEPT: Planning and Zoning
ITEM DESCRIPTION: Stannard CUP for Storage Unit/outdoor storage	PREPARED BY: Linda Rappe

On August 10, 2020 the Kasson Planning Commission held a public hearing for a conditional use permit request by Chad Stannard to amend the conditional use permit for storage units to include outdoor storage of boats and RV's and vehicles. No member so fthe public spoke at the meeting. The planning commission tabled the request and requested more information.

September 9, 2020 the Kasson Planning Commission voted to rescind and replace Resolution #8.10-17 with conditions:

1. A useable dust-proof condition shall be provided within 6 months of construction with the potential for an extension of up to one additional year. Dust-proof terms defined by the Planning Commission shall be 1" to 1 ½" limestone rock.
2. Permit application to include grading, site and lighting plan relative to adjoining property.
3. External storage shall be allowed with proper screening, a parking plan and proper surfacing of parking area.
4. The site shall be monitored and a security fence shall be installed if the site experiences more than one nuisance violation in a calendar year or if a nuisance violation is reported and not resolved with a timely manner by the property owner.

COUNCIL ACTION REQUESTED:

Approve Resolution for a CUP with conditions as noted in the staff report and any additional conditions deemed appropriate by the City Council

**RESOLUTION #9.x-20
CITY OF KASSON**

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT
TO ALLOW FOR RENTAL STORAGE UNITS AND
EXTERNAL STORAGE AT 800 7th STREET SE,
KASSON, MN**

WHEREAS, Chad Stannard, has submitted a request for a Conditional Use Permit to allow for Rental Storage Units and External Storage at 800 7th Street SE, Kasson, MN, and;

WHEREAS, at a public hearing duly held on the 10th day of August, 2020, the Planning Commission heard testimony of all persons wishing to comment; and

WHEREAS, the Kasson Code of Ordinances, lists in Section 154.267(R) Rental Storage Units as a Conditional Use in an C-3 Highway Commercial District; and

WHEREAS, the appropriate City Staff and consultants have performed a technical review of the application, including attachments; and

WHEREAS, this Conditional Use Permit rescinds and replaces Resolution #8.10-17, and,

WHEREAS, following the public testimony and report of the technical review, the Planning Commission reviewed all relevant information regarding the proposed Conditional Use Permit to allow for Rental Storage Units/External Storage and recommends approval;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KASSON, MN that the following Findings are hereby adopted regarding the application for a Conditional Use Permit to allow for Rental Storage Units/External Storage at 800 7th Street SE, Kasson, MN:

The use is compatible with the existing neighborhood.

Leth Subdivision was constructed within the C-3 Highway Commercial District south of State Hwy14.

The use conforms to the Comprehensive Plan.

The 2011 Comprehensive Plan encourages the development of a diverse economy including opportunities for commercial development.

The use will not endanger public health, safety and welfare.

The presence of a Rental Storage Unit at 800 7th Street SE will not have an adverse effect upon public health, safety and welfare.

BE IT FURTHER RESOLVED that the Conditional Use Permit to allow for Rental Storage Units/External Storage at 800 7th Street Se, Kasson, MN, is hereby approved subject to the following conditions of approval:

1. A useable dust-proof condition shall be provided within 6 months of construction with the potential for an extension of up to one additional year. Dust-proof terms defined by the Planning Commission shall be 1 to 1 and ½ inch limestone rock.
2. Permit application to include grading, site, and lighting plan relative to adjoining property.
3. External storage shall be allowed with proper screening, a parking plan, and proper surfacing of parking area.
4. The site shall be monitored and a security fence shall be installed if the site experiences more than one nuisance violation in a calendar year or if a nuisance violation is reported and not resolved within a timely manner by the property owner.

Adopted this 23rd day of September, 2020.

ATTEST:

Timothy Ibisch, City Administrator

Chris McKern, Mayor

The motion for adoption of the foregoing resolution was made by Council Member -- and duly seconded by Council Member --. Upon a vote being taken, the following members voted in favor thereof: --. Those against same: --.

*

CITY OF KASSON

2021

BUDGET 2021

Council: September 23, 2020

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**2021 PRELIMINARY GENERAL FUND OPERATING BUDGET
LEVY BREAKDOWN**

	2021	2020	For Comparison
GENERAL GOVERNMENT LEVY:			
GENERAL FUND	LEVY REQUIRED	2,419,749	2,093,615
LIBRARY FUND	LEVY REQUIRED	361,126	361,203
ECONOMIC DEV FUND	LEVY REQUIRED	87,723	90,533
COMMUNITY POLICING	LEVY REQUIRED	-	-
2012A 16TH St	75,652	74,910	
2013A Aquatic Center		219,280	
2014A Truck/Equip	115,562	115,562	
2014B TIF Debt		76,153	
2015A Refunding	128,000	128,000	
2017A Improvement	205,100	199,434	
2020A TIF Debt- See unallocated			
2020B Aquatic	224,015		
	3,616,927	-	3,358,690
<u>FIRE RELIEF LEVY</u>	421	5741	
<u>TAX ABATEMENT LEVY</u>	2300	2300	
1760 Millwork	3597	3597	
Pr-Willows- starts 2021	20000		
	3,643,245	3,370,328	
<u>GENERAL AND OTHER LEVY TOTAL</u>			
2021 OVER 2020	272,917		
As a Percent	8.10%		
less: Estimated new property absorption	-63000		
Net % Property Tax Increase	6.2284%		

REVENUE/EXPENDITURE SUMMARY

	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	2021 PROPOSED	LEVY	OVER 2020	% 2020
REVENUE SUMMARY										
GENERAL FUND										
GOVERNMENT WIDE	2,815,378	2,839,226	3,042,598	3,098,063	1,220,028	29,661	1,060,469	2,419,749	2,260,190	185.26%
PLANNING & ZONING	6,000	10,429	6,000	22,395	6,000	4,600	8,000		2,000	33.33%
CABLE TV	60,000	61,990	60,000	65,308	60,000	50,677	65,000		5,000	8.33%
GOVT BLDGS	-	-	-	-	-	-	-		-	#DIV/0!
POLICE	139,700	171,527	139,700	177,254	153,700	40,629	163,800		10,100	6.57%
FIRE	111,470	113,114	111,470	131,242	106,470	54,639	106,470		-	0.00%
BUILDING INSPECTION	94,500	142,911	109,358	232,750	109,358	87,494	112,500		3,142	2.87%
ANIMAL CONTROL	4,200	2,143	4,200	1,590	2,700	300	1,700		(1,000)	-37.04%
HIGHWAYS, STREETS, ROADWAY	72,640	78,743	72,640	84,227	72,640	40,041	88,640		16,000	22.03%
STREET LIGHTING	27,000	27,000	55,000	55,000	70,000	-	65,000		(5,000)	-7.14%
WEED CONTROL									-	#DIV/0!
HEALTH				38,218		-	-		-	#DIV/0!
PARKS & RECREATION	2,700	9,142	2,700	29,137	2,700	4,539	2,000		(700)	-25.93%
ICE ARENA									-	#DIV/0!
AQUATIC CENTER	241,000	246,351	241,000	241,347	241,000	23,800	241,000		-	0.00%
OTHER REC FACILITIES	6,100	5,426	6,100	3,667	6,100	56	3,100		(3,000)	-49.18%
PARK AREAS	3,500	16,415	3,500	20,710	3,500	1,263	2,000		(1,500)	-42.86%
GENERAL FUND REVENUES:	3,584,188	3,724,417	3,854,266	4,200,907	2,054,196	337,699	1,919,679		2,285,232	111.25%
EXPENDITURE SUMMARY										
GENERAL FUND										
COUNCIL	84,821	68,714	85,829	122,297	77,849	40,067	143,040		65,192	83.74%
LEGISLATIVE COMMITTEES	-	-	-	-	-	-	-		-	#DIV/0!
ORDINANCES/PROCEEDINGS	4,500	2,346	4,500	1,142	3,500	483	3,000		(500)	-14.29%
MAYOR	5,167	4,254	5,167	4,254	5,167	-	5,167		-	0.00%
CITY CLERK	200,864	191,828	207,525	181,190	212,993	110,291	221,529		8,536	4.01%
ELECTIONS	16,920	13,773	4,818	4,815	15,743	4,812	5,130		(10,612)	-67.41%
ACCOUNTING	6,050	5,380	6,500	5,375	6,500	4,804	7,100		600	9.23%
ASSESSING	31,675	29,891	31,109	30,809	32,700	31,373	32,700		-	0.00%
LAW-LEGAL SERVICES	50,000	33,786	35,000	48,656	35,000	12,218	30,000		(5,000)	-14.29%
PLANNING/ZONING	66,136	37,522	54,350	63,562	71,377	24,040	69,230		(2,147)	-3.01%
DATA PROCESSING	10,700	6,382	12,200	12,919	15,200	6,807	17,500		2,300	15.13%
CABLE TV	250	-	-	-	-	-	-		-	#DIV/0!
GENERAL GOVT BLDGS	20,351	11,922	20,351	12,583	15,355	5,374	15,370		15	0.10%
GENERAL ENGINEERING	15,000	27,509	15,000	39,978	20,000	-	20,000		-	0.00%
POLICE	1,106,255	1,131,381	1,203,896	1,215,471	1,244,077	641,675	1,287,297		43,220	3.47%

	2018 BUDGET	2018 ACTUAL	2019 BUDGET	2019 ACTUAL	2020 BUDGET	2020 ACTUAL	2021 PROPOSED	LEVY	OVER 2020	% 2020
FIRE	215,911	190,928	222,924	255,334	239,300	62,951	237,996		(1,304)	-0.54%
BUILDING INSPECTIONS	48,200	51,650	48,200	82,655	48,200	28,431	48,200		-	0.00%
COMMUNITY PREPAREDNESS	-	-	-	-	-	-	-		-	#DIV/0!
ANIMAL CONTROL	2,325	1,163	2,325	-	2,325	-	2,325		-	0.00%
HIGHWAYS, STREETS, ROADWAY	237,060	224,452	254,254	253,165	288,946	109,894	307,083		18,137	6.28%
PAVED STREETS	202,268	201,907	202,268	179,673	202,268	10,040	202,268		-	0.00%
ICE & SNOW REMOVAL	64,020	55,630	64,020	97,518	64,220	30,000	70,094		5,875	9.15%
STREET LIGHTING	27,000	65,876	55,000	66,390	70,000	26,333	65,000		(5,000)	-7.14%
SIDEWALKS	87,017	104,376	50,000	51,350	50,000	-	50,000		-	0.00%
WASTE COLLECTION	9,800	11,014	9,800	10,375	11,500	5,704	11,500		-	0.00%
WEED CONTROL	-	-	-	-	-	-	-		-	#DIV/0!
EMER MGMT/HEALTH	14,760	10,273	14,760	219,590	17,460	44,484	14,350		(3,110)	-17.81%
PARKS & RECREATION	9,280	6,596	9,280	7,190	10,180	3,314	9,180		(1,000)	-9.82%
BIKE TRAIL	-	-	-	-	-	-	-		-	-
PLAYGROUNDS	3,000	1,009	3,000	758	3,000	-	3,000		-	0.00%
ICE ARENA	-	-	-	-	-	-	-		-	#DIV/0!
AQUATIC CENTER	287,464	294,980	340,725	302,123	340,893	35,771	343,467		2,574	0.76%
OTHER REC FACILITIES	65,500	49,904	65,730	55,603	64,530	23,252	66,880		2,350	3.64%
PARK AREAS	#REF!	323,786	355,563	331,502	395,817	183,965	410,806		14,989	3.79%
FORESTRY & NURSERY	24,475	14,564	10,475	7,116	24,475	6,299	15,475		(9,000)	-36.77%
HISTORIC WATERTOWER	6,500	652	6,500	757	2,000	354	2,000		-	0.00%
ARENA ALLOCATION	7,023	(3,162)	22,977	28,545	29,081	716	25,604		(3,477)	-11.96%
CAPITAL	218,500	125,026	295,102	309,291	406,188	56,279	405,158		(1,030)	-0.25%
UNALLOCATED (INS 22, MMUA 6)	84,500	30,459	125,620	114,982	121,970	116,032	191,980		70,010	57.40%
Other Financing										
GENERAL FUND TOTAL	#REF!	3,325,770	3,844,766	4,116,968	4,147,811	1,625,768	4,339,428		191,617	4.6%
LIBRARY EXPENSES	386,413	408,552	403,709	378,524	425,535	168,660	426,438		903	0.21%
LIBRARY REVENUES	386,413	390,637	403,709	410,034	64,332	35,267	65,312	361,126	362,106	562.87%
EDA EXPENSES	71,488	60,198	91,602	60,098	92,533	53,374	88,223		(4,310)	-4.66%
EDA REVENUES	71,488	72,365	91,602	92,829	2,000	65	500	87,723	86,223	4311.13%
COMMUNITY POLICING EXPENSE	4,800	3,007	4,800	2,216	4,800	411	4,300		(500)	-10.42%
COMMUNITY POLICING REVENUE	200	553	200	318	200	11	100	4,200	4,100	2050.00%
Use of Fund Reserves								2,850		
TOTAL GF REVENUES	1,985,591	TOTAL GF EXPENSES	4,858,389	TOTAL GF LEVY						2,869,948

2021 PRELIMINARY BUDGET ANALYSIS
Impacts on Budget

INITIAL ASSUMPTIONS

- 1 Payroll- 2.5% General Wage Adjustment (as per payscale and union contracts) , 3.25 % steps Fully staffed
- 2 Health insurance 10%
- 3 Work Comp/Liab Ins 5%
- 4 Savings from Debt reduction \$49,000.00
- 5 New abatement \$20,000.00

REVENUES

- 1 Proposed Utility increases- increase- Water- 2%, Storm 1.3%, Sewer 2%. Electric 2%
- 2 LGA decrease to \$1,011, 000 (\$200,000 est reduction)

EXPENSES

- 1 Mayor/Council Safe Routes to School yr 2 of 4 \$22,500 each
- 2 Trail grant match \$35310
- 3 Arena- Budget \$25,000/year for 10 years for R22
- 4 Capital
 - a) Only 1 PD car instead of 2 \$20,000.00
 - to equip instead of \$40,000

b) 2021- Scheduled purchase of Fire tanker truck- shared with townships

GENERAL FUND

GOVERNMENT WIDE		ACTUAL		BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	COMMENTS
		2018		2019		2020	thru 6/30	2121	
101.4000.3101	CURRENT AD VALOREM TAXES	1,689,287	1,715,820	1,912,818	1,881,355		-		
101.4000.3103	MOBILE HOME TAX		-		-		-		
101.4000.3107	ABATEMENT LEVY		3,889		5,307		-		
101.4000.3210	BUSINESS LICENSES/PERMITS	13,500	12,943	13,500	15,320	13,500	10,355	13,500	GARBAGE/LIQ LIC/HOUSING
101.4000.3340	STATE GRANTS & AIDS								
101.4000.3341	LOCAL GOVT AID	1,076,622	1,076,622	1,080,311	1,082,246	1,170,059	-	1,011,000	1211160 - 200000
101.4000.3349	MISC STATE GRANT	3,869	3,869	3,869	1,935	3,869	-	3,869	PERA AID
101.4000.3410	CHARGES FOR SERVICES	2,000	1,449	2,000	1,447	2,000	-	1,500	
101.4000.3415	CITY HALL RENT	100	25	100	-	100	-	100	
101.4000.3612	PENALTY/INTEREST		305		325		-		
101.4000.3621	INTEREST EARNED	13,000	248	13,000	76,598	10,000	12,400	10,000	
101.4000.3622	RENTS AND ROYALTIES		6,500		4,986	3,000	3,186	3,000	
101.4000.3624	MISC REVENUS - REFUNDS	1,000	1,439	1,000	12,450	1,500	3,711	1,500	
101.4000.3626	MONEY MARKET INTEREST	-	117	-	95	-	10	-	
101.4000.3921	TRANSFER FROM OTHER FUNDS	16,000	16,000	16,000	16,000	16,000	-	16,000	Liq Store 16,000
Total GENERAL GOVERNMENT:		2,815,378	2,839,226	3,042,598	3,098,063	1,220,028	29,661	1,060,469	
PLANNING & ZONING									
101.4191.3413	ZONING/SUBDIVISION FEES	2,000	5,204	2,000	14,820	2,000	650	3,000	
101.4191.3624	MISC REVENUES - REFUNDS	4,000	5,225	4,000	7,575	4,000	3,950	5,000	
Total PLANNING & ZONING		6,000	10,429	6,000	22,395	6,000	4,600	8,000	
CABLE TV									
101.4193.3495	OTHER--FRANCHISE ROW USE	60,000	61,990	60,000	65,308	60,000	50,677	65,000	
Total CABLE TV		60,000	61,990	60,000	65,308	60,000	50,677	65,000	
GOVT BLDGS									
101.4194.3624	MISC REVENUE - REFUNDS	-	-	-	-	-	-	-	
Total CABLE TV		-	-	-	-	-	-	-	

GENERAL FUND

POLICE	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	thru 6/30 ACTUAL	PROPOSED	COMMENTS
	2018		2019		2020		2021	
101.4210.3345 2% POLICE STATE AID	61,000	69,601	61,000	67,933	70,000	-	70,000	
101.4210.3347 OTHER FEDERAL GRANT		3,423		3,423		-		
101.4210.3349 MISCELLANEOUS STATE GRANTS	4,500	11,484	4,500	8,948	4,500	-	9,000	Post Board train
101.4210.3369 OTHER COUNTY GRANT	58,000	57,177	58,000	59,387	58,000	31,306	62,600	
101.4210.3420 PUBLIC SAFETY	200	324	200	239	200	147	200	
101.4210.3511 COURT FINES	13,000	20,568	13,000	27,204	18,000	7,650	18,000	
101.4210.3623 CONTR/DONATION FROM PRIVATE SOURCE		2,000		400		-		
101.4210.3624 MISC REVENUE - REFUNDS	3,000	6,950	3,000	9,720	3,000	1,526	4,000	Impounds
101.4210.3911 SALES OF FIXED ASSETS		-		-		-		
Total POLICE	139,700	171,527	139,700	177,254	153,700	40,629	163,800	

FIRE	2018		2019		2020		2021	COMMENTS
	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	thru 6/30 ACTUAL	PROPOSED	
101.4220.3101 CURRENT AD VALOREM TAXES	-	-	-	-	-	-	-	
101.4220.3340 STATE GRANTS AND AIDS	-	-	-	2,500	-	-	-	
101.4220.3346 STATE FIRE AID	40,000	42,394	40,000	44,533	40,000	1,000	43,000	Passed through to Fire Relief
101.4220.3349 MISCELLANEOUS STATE GRANT	7,000	4,686	7,000	3,373	7,000	-	7,000	
101.4220.3363 GRANT		-		-		-		
101.4220.3421 FIRE CONTRACTS	36,470	35,878	36,470	35,920	36,470	35,964	36,470	
101.4220.3422 SPECIAL FIRE PROTECTION SERV	15,000	23,304	15,000	30,643	15,000	10,293	20,000	Fire Calls
101.4220.3612 SPECIAL ASSSSMT-PENALTY		264		-		-		
101.4220.3623 CONTR/DONATION FROM PRIVATE SOUR	8,000	6,583	8,000	13,377	8,000	7,122	-	Lawful Gambling Donations
101.4220.3624 MISC REVENUE - REFUNDS	5,000	5	5,000	470	-	260	-	
101.4220.3911 MISC REVENUE - REFUNDS				425		-	-	
Total FIRE	111,470	113,114	111,470	131,242	106,470	54,639	106,470	

BUILDING INSPECTION								
101.4240.3220 NON-BUSINESS LICENSES & PERMITS	54,000	83,041	68,858	180,056	68,858	57,683	70,000	Building Permits
101.4240.3414 PLAN CHECK FEES	34,000	46,218	34,000	39,307	34,000	21,932	34,000	
101.4240.3416 MECHANICAL INSPECTION FEE	4,000	9,574	4,000	9,849	4,000	5,781	6,000	
101.4240.3417 PLUMBING INSPECTION FEES	2,500	4,078	2,500	3,539	2,500	2,098	2,500	
Total BUILDING INSPECTION	94,500	142,911	109,358	232,750	109,358	87,494	112,500	

ANIMAL CONTROL								
101.4270.3220 NON-BUSINESS LICENSES & PERMITS	1,700	1,085	1,700	1,590	1,700	300	1,700	
101.4270.3514 OTHER FINES	2,500	1,058	2,500	-	1,000	-	-	
Total ANIMAL CONTROL	4,200	2,143	4,200	1,590	2,700	300	1,700	

HIGHWAYS, STREETS, ROADWAYS

thru 6/30

101.4310.3364	MUNICIPAL STATE AID	72,640	71,387	72,640	9,412	72,640	40,041	88,640	8640+80000 MSAS addtl
101.310.3369	OTHER COUNTY GRANT		5,985		73,377		-		
101.4310.3624	MISC REVENUE - REFUNDS		371		438		-		
101.4310.3911	SALES OF FIXED ASSETS	-	1,000	-	1,000	-	-	-	
Total HIGHWAYS, STREETS, ROADWAYS		72,640	78,743	72,640	84,227	72,640	40,041	88,640	

GENERAL FUND

		BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	ACTUAL	PROPOSED	COMMENTS
		2018		209		2020		2021	
STREET LIGHTING									
101.4316.3921	TRANSFER FROM OTHER FUNDS	27,000	27,000	55,000	55,000	70,000	-	65,000	FROM ELECTRIC
Total STREET LIGHTING		27,000	27,000	55,000	55,000	70,000	-	65,000	

		BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	ACTUAL	PROPOSED	COMMENTS
		2017		2018		2019		2020	
HEALTH									
101.4417.3624	MISC REVENUES-REFUNDS	-	4,375	-	2,160	-	-	-	
101.4417.3921	TRANSFER FROM OTHER FUNDS	-		-	36,058	-	-	-	
Total Health		-	4,375	-	38,218	-	-	-	

PARKS & RECREATION

thru 6/30

101.4510.3622	RENTS & ROYALTIES	2,700	3,058	2,700	2,083	2,700	889	2,000	
101.4510.3624	MISC REVENUES - REFUNDS	-	196	-	12,755	-	-	-	
101.4510.3470	PARKLAND FEES		5,888		8,800		3,650		Parkland Dedication Fees
101.510.3911	SALES OF FIXED ASSETS				5,500		-		
Total PARKS & RECREATION TOTAL		2,700	9,142	2,700	29,137	2,700	4,539	2,000	

AQUATIC CENTER

101.4514.3472	AQUATIC CENTER FEES	106,000	107,528	106,000	100,427	106,000	16,544	106,000	
101.4514.3474	CONCESSIONS	40,000	46,021	40,000	45,998	40,000	5,173	40,000	
101.4514.3475	LESSONS	20,000	20,600	20,000	23,655	20,000	-	20,000	
101.4514.3477	FUNBRELLA		-		3,865		-		
101.4514.3478	FACILITY RENTAL	3,500	1,331	3,500	65,283	3,500	2,048	3,500	
101.4514.3480	SWIM PASSES	70,000	66,300	70,000	-	70,000	-	70,000	
101.4514.3481	TINY TOTS		1,280		1,560		-		
101.4514.3482	SWIM TEAM	1,500	1,347	1,500	1,639	1,500	-	1,500	
101.4514.3483	Program-Other		1,840		185		-		
101.4514.3624	MISC REVENUE - REFUNDS		-		-		-		
101.4514.3794	CASH OVER/SHORT	-	105	-	(1,265)	-	35	-	
Total AQUATIC CENTER		241,000	246,351	241,000	241,347	241,000	23,800	241,000	Revenues - Page 3

OTHER RECREATIONAL FACILITIES

101.4517.3471	OTHER ORGANIZED ACTIVITIES	500	458	500	-	500	-	-
101.4517.3473	PLAYGROUND FEES	500	196	500	314	500	56	500
101.4517.3479	SOFTBALL FEES	5,100	4,772	5,100	3,353	5,100	-	2,600
101.4517.3624	MISC REVENUE-REFUNDS	-	-	-	-	-	-	-
Total OTHER RECREATIONAL FACILITIES		6,100	5,426	6,100	3,667	6,100	56	3,100

PARK AREAS

101.4522.3474	CONCESSIONS	3,500	1,142	3,500	1,624	3,500	-	2,000
101.4522.3623	CONTR/DONATION FROM PRIVATE SOURCES		15,261		12,000		1,187	
101.4522.3624	MISC REVENUE - REFUNDS	-	-	-	467	-	76	-
101.4522.3794	CASH OVER		12		69		-	
101.4522.3911	SALES OF FIXED ASSETS				6,550		-	
Total PARK AREAS		3,500	16,415	3,500	20,710	3,500	1,263	2,000

CAPITAL LEASE PROCEEDS

101.710.3935	CAPITAL LEASE PROCEEDS				147,227		-	
GENERAL FUND TOTAL		3,584,188	3,728,792	3,854,266	4,348,134	2,054,196	337,699	1,919,679

LIBRARY

	BUDGET 2018	ACTUAL 2018	BUDGET 2019	ACTUAL 2019	BUDGET 2020	ACTUAL thru 6/30 2020	PROPOSED 2021	COMMENTS
211.550.3101	CURRENT AD VALOREM TAXES	317,617	317,617	334,913	334,913	-		
211.550.3362	COUNTY GRANTS - SELCO	61,396	61,395	61,396	61,327	56,932	56,932	
211.550.3363	GRANT	-	949	-	969	-	980	Interest on Investment Grant
211.550.3365	SELCO-NET LENDER		-		-	-		
211.550.3410	CHARGES FOR SERVICE-GEN GOVT	400	491	400	444	400	400	Copy Charges
211.550.3412	CHARGES FOR SERVICE-PRINTOUTS	400	979	400	1,123	400	400	
211.550.3513	LIBRARY FINES	5,000	3,634	5,000	3,212	5,000	5,000	
211.550.3621	INTEREST EARNED	150	1,006	150	1,237	150	187	
211.550.3623	CONTR/DONATION FROM PRIVATE SOUR	1,050	1,023	1,050	5,806	1,050	1,891	
211.550.3624	MISC REVENUE - REFUNDS	400	3,543	400	1,003	400	400	Ins Dividend, Lost Books, Keys
Total LIBRARY:	386,413	390,637	403,709	410,034	64,332	35,267	65,312	

ECONOMIC DEVELOPMENT

	BUDGET 2018	ACTUAL 2018	BUDGET 2019	ACTUAL 2019	BUDGET 2020	ACTUAL thru 6/30 2020	PROPOSED 2021	COMMENTS
290.4650.3101	CURRENT AD VALOREM TAXES	69,488	69,488	69,602	69,602	-		
290.4650.3621	INTEREST EARNED	2,000	2,445	2,000	590	2,000	65	500
290.4650.3107	Abatement Levy		432		2,637		-	
	Transfers In		-	20,000	20,000	-	-	-
Total ECONOMIC DEVELOPMENT	71,488	72,365	91,602	92,829	2,000	65	500	

COMMUNITY POLICING	BUDGET		BUDGET		BUDGET		PROPOSED	COMMENTS
	2018	ACTUAL	2019	ACTUAL	2020	thru 6/30 ACTUAL		
875.4210.3101 CURRENT AD VALOREM TAXES		-		-		-		
875.4210.3624 MISC REVENUE-REFUNDS		398		-		-		
875.4210.3623 CONTR/DONATION FROM PRIVATE				190		-		
875.4210.3621 INTEREST EARNED	200	155	200	128	200	11	100	
Total COMMUNITY POLICING:	200	553	200	318	200	11	100	-
TOTAL - ALL FUNDS	4,042,289	4,192,348	4,349,777	4,851,315	2,120,728	373,042	1,985,591	

EXPENDITURES

COUNCIL	BUDGET 2018		ACTUAL 2019		BUDGET 2020	thru 6/30 ACTUAL	PROPOSED 2021	COMMENTS
	101.4111.101	30000	26,428	30750	30,725	30750	8,346	
101.4111.102		465		365		386		
101.4111.121	1626	1,634	1626	1,602	1626	655	1626	
101.4111.122	1860	1,548	1907	1,802	1907	475	1969	
101.4111.123	435	362	446	422	446	111	460	
101.4111.130	4,600	4,154	4,800	4,850	4,800	2,535	5,400	
Personnel Subtotal	38,521	34,591	39,529	39,766	39,529	12,507	41,205	
101.4111.150	150	78	150	110	170	271	285	
101.4111.160	4000	3,245	4000	2,938	4000	2,836	4000	Bonds, Quarterly
101.4111.210	150	-	150	61	150	-	150	
101.4111.304	11000	8,708	11000	8,371	11000	3,851	9000	
101.4111.333	2000	562	2000	2,402	2000	819	2000	
101.4111.334	4500	4,325	4500	4,428	4500	3,283	4500	50% LMC Dues
101.4111.351	400	-	400	390	400	70	400	
101.4111.352	1100	90	1100	-	1100	225	500	
101.4111.430	23000	10,751	23000	43,111	15000	15,559	81000	FIP 10,000
101.4111.440		6,364		20,719		644		+66,000
Operations Subtotal	46,300	34,122	46,300	82,530	38,320	27,559	101,835	
Total COUNCIL :	84,821	68,714	85,829	122,297	77,849	40,067	143,040	
LEGISLATIVE COMMITTEES								
101.4112.430	-	-	-	-	-	-	-	
Total LEGISLATIVE COMMITTEES:	0	0	0	0	0	-	0	
ORDINANCES AND PROCEEDINGS								
101.4113.353	3500	160	3500	-	1000	33	500	Ordinance & Proceedings-DCI
101.4113.430	1000	2,186	1000	1,142	2500	450	2500	
Total ORDINANCES AND PROCEEDINGS:	4,500	2,346	4,500	1,142	3,500	483	3,000	
MAYOR								
101.4131.101	4800	3,952	4800	3,952	4800	-	4800	Meetings/Salary
101.4131.121	0		0		0		0	
101.4131.122	298	245	298	245	298	-	298	
101.4131.123	70	57	70	57	70	-	70	
Total MAYOR:	5,167	4,254	5,167	4,254	5,167	-	5,167	

GENERAL FUND

CITY CLERK	BUDGET		ACTUAL		thru 6/30		PROPOSED	COMMENTS
	2018	2019	2020	2021				
101.4140.101 FULL TIME EMPLOYEES REGULAR	122,000	110,715	125,700	106,981	128,000	59,348	131,000	
101.4140.102 FULL-TIME EMPLOYEES-OVERTIME	-	447	-	292	-	309	-	
101.4140.103 PART-TIME EMPLOYEES	-	-	-	-	-	-	-	
101.4140.121 EMPLOYER PERA CONTRIBUTIONS	9,151	8,281	9,429	7,934	9,601	4,474	9,826	
101.4140.122 EMPLOYER FICA CONTRIBUTIONS	7,564	6,374	7,793	6,419	7,936	3,617	8,122	
101.4140.123 EMPLOYER MEDICARE CONTRIBUTION	1,769	1,492	1,823	1,501	1,856	846	1,900	
101.4140.130 EMPLOYER PAID INSURANCE	19,500	17,722	21,000	18,869	21,000	10,478	26,500	
Personnel Subtotal	159,984	145,031	165,745	141,996	168,393	79,071	177,348	
101.4140.150 WORKER'S COMPENSATION	600	649	600	729	900	924	970	
101.4140.160 LIABILITY INSURANCE	80	91	80	91	80	65	91	
101.4140.210 OPERATING SUPPLIES	4,000	3,737	4,000	4,777	4,000	1,660	4,000	
101.4140.216 PERIODICALS	220	87	220	46	220	-	220	
101.4140.220 REPAIR/MAINTENANCE SUPPLIES	1,000	629	1,000	974	1,000	398	1,000	
101.4140.240 SMALL TOOLS/MINOR EQUIPMENT	3,500	-	3,500	-	3,500	-	3,500	
101.4140.321 TELEPHONE	6,900	7,465	6,900	6,505	8,000	3,639	7,500	
101.4140.325 COMMUNICATION-OTHER	1,500	2,231	2,400	1,248	2,400	675	2,400	
TRAVEL/MILEAGE	600	767	600	655	800	-	800	
101.4140.332 ADMINISTRATOR MEETINGS & CONF	3,500	5,916	3,500	905	3,500	80	2,500	
101.4140.333 STAFF MEETINGS & CONFERENCES	5,000	5,561	5,000	3,523	5,000	75	5,000	
101.4140.334 MEMBERSHIP DUES AND FEES	5,400	5,485	5,400	5,800	5,800	3,820	6,000	
101.4140.343 OTHER ADVERTISING	1,200	139	1,200	169	1,200	92	1,000	
101.4140.351 LEGAL NOTICES PUBLISHING	200	-	200	-	-	-	-	
101.4140.352 GENERAL NOTICE/PUBLIC INFO	80	-	80	-	-	-	-	
101.4140.360 INSURANCE	3,300	3,067	3,300	3,091	3,300	2,690	3,800	
UTILITY SERVICES						471	1,000	
101.4140.400 REPAIRS & MAINTENANCE	1,000	354	1,000	4	1,000	-	500	
101.4140.430 OTHER SERVICE/CHARGES-MISC.	900	294	900	177	900	591	900	
101.4140.440 PROFESSIONAL SERVICES	1,900	2,457	1,900	7,145	3,000	16,037	3,000	
Other Contractual Services		7,868		3,353		-		
Total Operations	40,880	46,797	41,780	39,194	44,600	31,220	44,181	
Total CITY CLERK:	200,864	191,828	207,525	181,190	212,993	110,291	221,529	

GENERAL FUND

ELECTIONS	BUDGET ACTUAL		BUDGET ACTUAL		thru 6/30		PROPOSED	COMMENTS
	2018		2019		2020			
101.4141.101 FULL-TIME EMPLOYEES - REGULAR	3300	3,195	3350	3,274	3350	1,670	3500	5% PR Clerk
101.4141.102 FULL-TIME EMPLOYEES - OVERTIME		94		73		77		
101.4141.121 EMPLOYER PERA CONTRIBUTIONS	248	246	251	250	251	131	263	
101.4141.122 EMPLOYER FICA CONTRIBUTIONS	205	180	208	182	208	95	217	
101.4141.123 EMPLOYER MEDICARE CONTRIBUTIONS	48	42	49	43	49	22	51	
101.4141.130 EMPLOYER PAID INSURANCE	920	831	960	970	960	507	1,100	
Personnel Subtotal	4,720	4,588	4,818	4,793	4,818	2,502	5,130	
101.4141.150 WORKER'S COMPENSATION		-		22		25	-	
101.4141.210 OPERATING SUPPLIES	100	256	0	-	300	73	0	
101.4141.333 STAFF MEETINGS & CONFERENCE	0	-	0	-	0	-	0	Part of MCFOA conf and MMCT conf
101.4141.351 LEGAL NOTICES PUBLISHING	500	440	0	-	500	-	0	
101.4141.370 MAINTENANCE/SUPPORT FEES	0	-	0	-	0	-	0	County owns machines-no maintenance
101.4141.430 OTHER SERVICE/CHARGES-MISC.	600	7	0	-	100	100	0	75% of Programming + 150 scake referen
101.4141.444 OTHER CONTRACTUAL SERVICES	11000	8,482	0	-	10000	2,136	0	
Operations Subtotal	12,200	9,184	0	22	10,925	2,309	0	
Total ELECTIONS:	16,920	13,773	4,818	4,815	15,743	4,812	5,130	

ACCOUNTING	BUDGET ACTUAL		BUDGET ACTUAL		BUDGET ACTUAL		PROPOSED	COMMENTS
	2018		2019		2020			
101.4153.301 AUDITING/ACCOUNTING	4450	4,540	4900	4,940	4900	4,588	5500	
101.4153.351 LEGAL NOTICES PUBLISHING	1600	840	1600	435	1600	216	1600	Publishing Financial Report/Budget Summary
Total ACCOUNTING:	6,050	5,380	6,500	5,375	6,500	4,804	7,100	

ASSESSING	BUDGET ACTUAL		BUDGET ACTUAL		BUDGET ACTUAL		PROPOSED	COMMENTS
	2018		2019		2020			
101.4155.305 ASSESSING FEES	31375	29,891	30809	30,809	32400	31,373	32400	
101.4155.351 LEGAL NOTICES PUBLISHING	300	-	300	-	300	-	300	Board of Review Adv.
Total ASSESSING:	31,675	29,891	31,109	30,809	32,700	31,373	32,700	

LAW-LEGAL SERVICES	BUDGET ACTUAL		BUDGET ACTUAL		BUDGET ACTUAL		PROPOSED	COMMENTS
	2018		2019		2020			
101.4160.304 LEGAL FEES	50,000	33,786	35,000	48,656	35,000	12,218	30,000	
Total LAW-LEGAL SERVICES:	50,000	33,786	35,000	48,656	35,000	12,218	30,000	

GENERAL FUND

PLANNING & ZONING	BUDGET ACTUAL		BUDGET ACTUAL		BUDGET ACTUAL		PROPOSED	COMMENTS	
	2018		2019		2020				
						thru 6/30			
						ACTUAL			
101.4191.101	FULL-TIME EMPLOYEES - REGULAR	37,200	-	-	3,840	34,500	3,173	36,500	
101.4191.102	FULL-TIME EMPLOYEES - OVERTIME		-		-		-		
101.4191.121	EMPLOYER PERA CONTRIBUTIONS	2,790	-	-	276	2,588	238	2,738	
101.4191.122	EMPLOYER FICA CONTRIBUTIONS	2,306	-	-	218	2,139	181	2,263	
101.4191.123	EMPLOYER MEDICARE CONTRIBUTIONS	539	-	-	51	500	42	529	
101.4191.130	EMPLOYER PAID INSURANCE	4700	-	0	788	4200	477	4900	
	Personnel Subtotal	47,536	-	-	5,173	43,927	4,111	46,930	
101.4191.150	WORKER'S COMPENSATION	200	1	200	(98)	200	21	50	
101.4191.210	OPERATING SUPPLIES	500	1,188	500	479	500	124	500	
101.4191.240	SMALL TOOL/MINOR EQUIPMENT	0	-	0	-	0	-	0	
101.4191.303	ENGINEERING FEES		1,733		-		-		
101.4191.304	LEGAL FEES	7500	14,304	7500	24,267	12000	8,428	12000	
101.4191.309	EDP, SOFTWARE & DESIGN		-		-		-		
101.4191.321	TELEPHONE	250	279	250	238	250	131	250	
101.4191.325	COMMUNICATION-OTHER	0	-	0	-	0	-	0	
101.4191.333	STAFF MEETINGS & CONFERENCES	2000	-	2000	-	2000	-	2000	
101.4191.334	MEMBERSHIP DUES & FEES	1500	127	1500	-	1500	-	1500	
101.4191.351	LEGAL NOTICES PUBLISHING	250	1,074	1000	1,185	1000	281	1000	
101.4191.352	GENERAL NOTICE/PUBLIC INFO	0	-	0	8	0	-	0	
101.4191.360	INSURANCE	4400	2,962	4400	2,647	3000	2,633	3000	
101.4191.370	MAINTENANCE/SUPPORT FEES	0	-	0	-	0	-	0	
101.4191.430	OTHER SERVICE/CHARGES-MISC.	0	-	0	-	0	96	0	
101.4191.440	PROFESSIONAL SERVICES	2000	9,953	37000	27,149	7000	8,216	2000	
101.4191.444	OTHER CONTRACTUAL SERVICES		5,901		2,515		-		
	Operations Subtotal	18,600	37,522	54,350	58,389	27,450	19,929	22,300	
	Total PLANNING & ZONING	66,136	37,522	54,350	63,562	71,377	24,040	69,230	

DATA PROCESSING	BUDGET ACTUAL		BUDGET ACTUAL		BUDGET ACTUAL		PROPOSED	COMMENTS	
	2018		2019		2020				
101.4192.201	OFFICE SUPPLIES								
101.4192.240	SMALL TOOLS/MINOR EQUIPMENT	1,000	340	1,000	-	1,000	1,484	1,000	
101.4192.309	EDP, SOFTWARE & DESIGN	3,000	1,697	4,500	4,101	6,500	1,631	6,500	3 Hard Drive Upgrades, other + 8 MS Outlook @ 250
101.4192.370	MAINTENANCE/SUPPORT FEES	5,700	4,134	5,700	7,588	5,700	3,135	8,000	BMS Maintenance fees-Bal to Enterprise
101.4192.400	REPAIRS & MAINTENANCE	1,000	211	1,000	1,230	1,000	557	1,000	+addtl \$3500 PCI/security
101.4192.440	PROF SERVICES- CONTRACT					1,000		1,000	
	Total DATA PROCESSING:	10,700	6,382	12,200	12,919	15,200	6,807	17,500	

GENERAL FUND

GENERAL GOVERNMENT BLDGS		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	thru 6/30 ACTUAL	PROPOSED	COMMENTS
		2018	2018	2019	2019	2020	2020	2021	
101.4194.103	PART-TIME EMPLOYEES	4,300	2,471	4,300	2,904	3,000	1,405	3,300	
101.4194.121	EMPLOYER PERA CONTRIBUTIONS	323	182	323	224	225	105	248	
101.4194.122	EMPLOYER FICA CONTRIBUTIONS	267	146	267	179	186	85	205	
101.4194.123	EMPLOYER MEDICARE CONTRIBUTION	62	34	62	42	44	20	48	
Personnel Subtotal		4,951	2,834	4,951	3,348	3,455	1,615	3,800	
101.4194.150	WORKER'S COMPENSATION	250	109	250	208	250	127	220	
101.4194.210	OPERATING SUPPLIES	300	68	300	188	300	10	300	
101.4194.220	REPAIR/MAINTENANCE SUPPLIES	250	340	250	-	250	-	250	
101.4194.240	SMALL TOOLS/MINOR EQUIPMENT	800	-	800	-	800	-	500	
101.4194.360	INSURANCE	2,800	272	2,800	398	500	320	500	
101.4194.380	UTILITY SERVICES	6,000	6,153	6,000	6,218	6,800	1,923	6,800	
101.4194.400	REPAIRS & MAINTENANCE	4,000	1,151	4,000	865	2,000	1,050	2,000	
101.4194.410	RENTALS	700	651	700	557	700	79	700	Pitney Bowes
101.4194.430	OTHER SERVICE/CHARGES-MISC.	300	-	300	425	300	-	300	
101.4194.440	PROFESSIONAL SERVICES	-	345	-	375	-	250	-	
Operations Subtotal		15,400	9,088	15,400	9,235	11,900	3,760	11,570	
Total GENERAL GOVT BUILDINGS:		20,351	11,922	20,351	12,583	15,355	5,374	15,370	

GENERAL ENGINEERING		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	COMMENTS
		2018	2018	2019	2019	2020	2020	2021	
101.4196.303	ENGINEERING FEES	15,000	27,509	15,000	39,978	20,000	-	20,000	
Total GENERAL ENGINEERING:		15,000	27,509	15,000	39,978	20,000	-	20,000	

GENERAL FUND

POLICE	BUDGET 2018		BUDGET 2019		BUDGET 2020		thru 6/30	PROPOSED 2021	COMMENTS
	ACTUAL								
GOVT BLDGS	BUDGET 2018	ACTUAL 2018	BUDGET 2019	ACTUAL 2019	BUDGET 2020	ACTUAL 2020	PROPOSED 2021	COMMENTS	
101.210.4195.11 PART-TIME EMPLOYEES	3,500	2,945	3,500	2,903	3,500	1,178	3,500		
EMPLOYER PERA CONTRIBUTIONS	263	217	263	218	263	88	263		
EMPLOYER FICA CONTRIBUTIONS	217	174	217	175	217	71	217		
EMPLOYER MEDICARE CONTRIBU	51	41	51	41	51	17	51		
Total GENERAL GOVT BLDGS	4,030	3,376	4,030	3,336	4,030	1,354	4,030		
101.4210.101 FULL-TIME EMPLOYEES - REGULA	630,000	601,165	666,100	712,737	742,000	362,324	742,000		
101.4210.102 FULL-TIME EMPLOYEES - OVERTIM	11,500	14,131	11,500	29,902	11,500	15,978	11,500		
101.4210.103 PART-TIME EMPLOYEES	75,000	125,901	45,000	18,695	30,000	7,163	30,000		
101.4210.104 CANINE STIPEND	3,000	2,942	3,000	2,999	3,000	1,586	3,200		
Two new police officers- includes benefits		-	77,211	-		-			
101.4210.121 EMPLOYER PERA CONTRIBUTIONS	105,348	103,860	114,028	122,731	131,420	65,498	131,420		
101.4210.122 EMPLOYER FICA CONTRIBUTIONS	8,000	12,039	8,000	4,341	12,700	1,680	6,000		
101.4210.123 EMPLOYER MEDICARE CONTRIBU	9,000	10,412	9,000	10,710	11,000	5,415	11,000		
101.4210.124 SICK CONVERSION		-		-		-			
101.4210.130 EMPLOYER PAID INSURANCE	105,000	100,259	108,000	134,436	108,000	67,691	154,000		
Personnel Subtotal	946,848	970,708	1,041,839	1,036,551	1,049,620	527,336	1,089,120		
101.4210.150 WORKER'S COMPENSATION	27,000	18,432	27,000	36,620	47,500	37,410	41,000		
101.4210.160 LIABILITY INSURANCE	350	318	350	320	350	227	350		
101.4210.210 OPERATING SUPPLIES	9,000	19,817	9,000	12,746	9,000	4,285	9,000		
101.4210.212 MOTOR FUELS	13,000	18,443	13,000	20,320	13,000	6,250	13,000		
101.4210.214 UNIFORMS	4,000	3,905	4,000	4,376	4,000	1,285	4,000		
101.4210.220 REPAIR/MAINTENANCE SUPPLIES	1,000	3,270	1,000	2,171	1,000	983	3,500		
101.4210.240 SMALL TOOLS/MINOR EQUIPMENT	7,000	4,756	9,000	2,263	16,000	5,538	10,000		
101.4210.304 LEGAL FEES		109		125		189			
101.4210.309 EDP SOFTWARE,DESIGN	350		350	-	350	-	350		
101.4210.321 TELEPHONE	18,577	18,703	18,577	18,774	18,577	8,143	18,577		
101.4210.325 COMMUNICATION-OTHER	500	631	900	592	900	78	900		
101.4210.331 TRAVEL/MILEAGE		95		43		-			
101.4210.333 STAFF MEETINGS & CONFERENCE	8,000	8,653	8,000	10,250	8,000	3,351	8,000		POST Training-Required
101.4210.334 MEMBERSHIP DUES AND FEES	8,750	8,033	9,000	8,024	9,200	8,257	9,500		Task Force-7880, USPCA, NATW
101.4210.343 OTHER ADVERTISING	250	100	250	-	250	-	250		
101.4210.360 INSURANCE	20,400	20,941	20,400	22,217	23,100	24,303	34,000		
101.4210.370 MAINTENANCE/SUPPORT FEES	12,500	9,456	12,500	780	12,500	100	12,500		(10,000 County IT)
101.4210.380 UTILITIES	7,200	6,483	7,200	7,043	7,200	2,469	7,200		
101.4210.400 REPAIRS & MAINTENANCE	10,000	7,401	10,000	5,426	10,000	4,320	10,000		
101.4210.410 RENTALS		16		13		13	20		
101.4210.430 OTHER SERVICE/CHARGES-MISC.	6,000	4,127	6,000	5,404	6,000	1,699	6,000		
101.4210.440 PROFESSIONAL SERVICES	1,500	3,610	1,500	7,014	1,500	1,483	3,000		
101.4210.444 OTHER CONTRACTUAL SERVICES	-		-	11,062	2,000	2,600	3,000		
Operations Subtotal	155,377	157,297	158,027	175,583	190,427	112,985	194,147		
Total POLICE:	1,106,255	1,131,381	1,203,896	1,215,471	1,244,077	641,675	1,287,297		

CITY OF KASSON - 2021 OPERATING BUDGET

FIRE DEPT	BUDGET 2018	ACTUAL	BUDGET 2019	ACTUAL	thru 6/30		PROPOSED 2021	COMMENTS
					BUDGET 2020	ACTUAL		
101.4220.101 FULL-TIME EMPLOYEES - REGULA	50,000	52,046	50,000	53,853	60,000	5,629	56,000	+ 7,000 adm asst
101.4220.102 FULL-TIME EMPLOYEES - OT		54		163		59		
101.4220.121 EMPLOYER PERA	525	271	525	471	525	427		
101.4220.122 EMPLOYER FICA CONTRIBUTIONS	434	581	434	1,067	434	320	1,100	
101.4220.123 EMPLOYER MEDICARE CONTRIBU	702	754	701	769	701	75	800	
101.4220.130 EMPLOYER PAID INSURANCE	1,400	586	1,300	1,795	1,300	2,151	3,300	
Personnel Subtotal	53,061	54,292	52,960	58,119	62,960	8,661	61,725	
101.210.4195.1(PART-TIME EMPLOYEES	1,100	275	1,500	274	1,000	37	-	
EMPLOYER PERA CONTRIBUTION	80	21	109	21	73	3	-	
EMPLOYER FICA CONTRIBUTIONS	68	17	93	17	62	2	-	
EMPLOYER MEDICARE CONTRIBU	16	4	22	4	15	1	-	
Total GENERAL GOVT BLDGS	1,264	317	1,724	315	1,149	42	-	
101.4220.142 UNEMPLOYMENT BENEFIT				707		-		
101.4220.150 WORKER'S COMPENSATION	13,150	8,799	13,150	15,678	15,000	14,279	15,000	
101.4220.160 LIABILITY INSURANCE	50	45	50	46	50	32	50	
101.4220.209 MEDICAL SUPPLIES						-	2,500	
101.4220.210 OPERATING SUPPLIES	8,630	7,775	7,520	7,557	8,200	3,727	5,700	Includes NFPW
101.4220.212 MOTOR FUELS	2,700	1,782	2,700	2,107	2,700	477	2,500	
101.4220.214 UNIFORMS	4,500		3,000	4,260	4,000	-	4,000	
101.4220.216 PERIODICALS	500	26	500	96	500	46	100	
101.4220.220 REPAIR/MAINTENANCE SUPPLIES	3,000	3,386	4,000	1,373	4,000	722	4,000	
101.4220.240 SMALL TOOLS/MINOR EQUIPMENT	30,000	33,436	35,000	50,540	40,000	17,000	40,000	Turnout gear/ in 2021- \$15,000 containers
101.4220.304 LEGAL FEES		87		-		-		-cost shared with Training
101.4220.321 TELEPHONE	1,500	2,288	2,500	2,019	2,500	1,110	2,000	
101.4220.325 COMMUNICATION-OTHER				524		-		
101.4220.330 TRAINING	15,000	8,991	15,000	20,987	15,000	3,904	15,000	EMR/State
101.4220.333 STAFF MEETINGS & CONFERENCE	6,000	-	6,000	3,164	6,000	-	6,000	Conferences/Convention
101.4220.334 MEMBERSHIP DUES AND FEES	2,500	901	2,500	953	2,500	1,009	1,500	
101.4220.343 OTHER ADVERTISING	300		300	150	300	-	300	
101.4220.360 INSURANCE	7,620	3,479	7,620	3,938	4,300	3,073	4,300	
101.4220.370 MAINTENANCE/SUPPORT FEES	400		400		400	-	400	
101.4220.380 UTILITY SERVICES	10,000	9,172	10,000	8,230	10,000	3,732	10,000	
101.4220.400 REPAIRS & MAINTENANCE	6,000	9,005	7,000	20,384	1,000	460	10,000	
101.4220.430 OTHER SERVICE/CHARGES-MISC.	46,000	44,373	46,000	46,318	51,741	3,590	45,421	+421 FR contribution
101.4220.435 UNCOLLECTIBLE		314		-		-		
101.4220.444 OTHER CONTRACTUAL SERVICES	5,000	2,777	5,000	7,873	7,000	1,085	7,500	\$5000 physicals
Operations Subtotal	162,850	136,637	168,240	196,901	175,191	54,248	176,271	
Total FIRE:	215,911	190,928	222,924	255,334	239,300	62,951	237,996	Expenditures - Page 7

GENERAL FUND	BUDGET		ACTUAL		BUDGET		ACTUAL		PROPOSED
	2018		2019		2020		thru 6/30		
CABLE TV-CHANNEL 19									2021
101.4193.210 OPERATING SUPPLIES	250	-	-	-	-	-	-	-	-
Total CABLE TV:	250	-	-	-	-	-	-	-	-

BUILDING INSPECTION	BUDGET		ACTUAL		BUDGET		ACTUAL		PROPOSED	COMMENTS
	2018		2019		2020		2020			
101.4240.331 TRAVEL	3200	3,233	3200	3,360	3200	1,308	3200	1,308	3200	
101.4240.444 OTHER CONTRACTUAL SERVICES	45000	48,416	45000	79,295	45000	27,123	45000	27,123	45000	
Total BUILDING INSPECTION:	48,200	51,650	48,200	82,655	48,200	28,431	48,200	28,431	48,200	

COMMUNITY PREPAREDNESS	BUDGET		ACTUAL		BUDGET		ACTUAL		PROPOSED	COMMENTS
	2018		2019		2020		2020			
101.4250.400 REPAIRS & MAINTENANCE	0	0	0	0	0	0	0	0	0	
Total COMMUNITY PREPAREDNESS:	-	See Emergency Management starting 2011								

ANIMAL CONTROL	BUDGET		ACTUAL		BUDGET		ACTUAL		PROPOSED	COMMENTS
	2018		2019		2020		2020			
101.4270.210 OPERATING SUPPLIES	175	-	175	-	175	-	175	-	175	
101.4270.352 GENERAL NOTICE/PUBLIC INFO	150	-	150	-	150	-	150	-	150	
101.4270.430 OTHER SERVICE/CHARGES	2000	1,163	2000	-	2000	-	2000	-	2000	
Total ANIMAL CONTROL:	2,325	1,163	2,325	-	2,325	-	2,325	-	2,325	

GENERAL FUND

	BUDGET	ACTUAL	BUDGET	ACTUAL	thru 6/30		PROPOSED	COMMENTS	
					2018	2019			2020
HIGHWAYS, STREETS, ROADS									
101.4310.101	FULL-TIME EMPLOYEES - REGULAR	106,470	106,405	109,700	105,740	114,000	47,338	152,200	
101.4310.102	FULL-TIME EMPLOYEES - OVERTIME	-	-	-	-	-	-	-	
101.4310.103	PART-TIME EMPLOYEES	-	-	-	3,205	11,650	566	-	
	Increase 2019 new PT to FT			13,424		14,100	-	-	
101.4310.121	EMPLOYER PERA CONTRIBUTIONS	7,985	7,944	8,228	7,944	9,424	3,593	11,415	
101.4310.122	EMPLOYER FICA CONTRIBUTIONS	6,601	6,144	6,801	6,673	7,790	2,847	9,436	
101.4310.123	EMPLOYER MEDICARE CONTRIBUTION	1,544	1,437	1,591	1,561	1,822	666	2,207	
101.4310.124	SICK CONVERSION		-		-		-		
101.4310.130	EMPLOYER PAID INSURANCE	35,000	27,718	31,250	30,255	37,200	16,150	40,000	
101.4310.142	UNEMPLOYMENT BENEFITS	-	-	-	-	-	-	-	
	Personnel Subtotal	157,600	149,648	170,994	155,377	195,986	71,159	215,258	
101.4310.150	WORKER'S COMPENSATION	7,800	4,526	7,800	10,721	11,500	8,630	11,000	
101.4310.210	OPERATING SUPPLIES	10,000	11,562	10,000	11,139	10,000	5,060	11,000	
101.4310.212	MOTOR FUELS	5,000	3,649	5,000	3,403	5,000	589	4,000	
101.4310.214	UNIFORMS	1,000	669	1,300	706	1,300	299	1,000	
101.4310.220	REPAIR/MAINTENANCE SUPPLIES	16,000	19,934	16,000	19,103	20,000	5,173	20,000	
101.4310.240	SMALL TOOLS/MINOR EQUIPMENT	3,000	2,068	3,000	1,955	3,000	500	2,500	
101.4310.321	TELEPHONE	2,310	1,628	2,310	1,487	2,310	632	2,000	
101.4310.325	COMMUNICATION-OTHER				90		60		
101.4310.333	STAFF MEETINGS & CONFERENCES	1,200		1,200	99	1,200	-	1,000	
101.4310.334	MEMBERSHIP DUES AND FEES	50	62	50	62	50	-	75	
101.4310.343	OTHER ADVERTISING	250		250	30	250	-	250	
101.4310.351	LEGAL NOTICES PUBLISHING						-		
101.4310.352	GENERAL NOTICE/PUBLIC INFO	250		250		250	-	250	
101.4310.360	INSURANCE	6,000	3,828	6,000	5,515	6,000	3,635	6,250	
101.4310.380	UTILITY SERVICES	14,000	11,839	14,000	11,811	14,000	6,312	13,000	
101.4310.400	REPAIRS & MAINTENANCE	10,000	9,001	10,000	15,583	12,000	3,127	13,000	
101.4310.410	RENTALS	100	39	100	918	100	75	500	
101.4310.420	DEPRECIATION				259		-		
101.4310.430	OTHER SERVICE/CHARGES-MISC.	2,500	4,593	2,500	2,323	2,500	2,867	2,500	
101.4310.431	GRANTS				10,944		440		
101.4310.440	PROFESSIONAL SERVICES		1,250	1,500	1,250	1,500	1,250	1,500	GIS and bridge inspection
101.4310.444	OTHER CONTRACTUAL SERVICES	-	158	2,000	391	2,000	85	2,000	3 Bridge Inspection Costs -Dodge County
	Operation Subtotal	79,460	74,805	83,260	97,788	92,960	38,735	91,825	(\$250 per plus incidental)
	Total HIGHWAY STREETS, ROADWAYS:	237,060	224,452	254,254	253,165	288,946	109,894	307,083	

PAVED STREETS	BUDGET ACTUAL		BUDGET ACTUAL		BUDGET ACTUAL		PROPOSED	COMMENTS	
	2018		2019		2020				
					thru 6/30		2021		
101.4311.220	REPAIRS/MAINTENANCE SUPPLIES	10,000	9,029	10,000	5,023	10,000	10,040	10,000	
101.4311.400	REPAIRS & MAINTENANCE	192,268	-	151,268	133,925	177,268	-	177,268	
101.4311.303	ENGINEERING FEES		22,060	41,000	40,726	15,000	-	15,000	
101.4311.444	STREET RECONSTRUCTION		170,817		-		-		
101.4311.430	OTHER SERVICE/CHARGES-MISC		-		-		-		
Total PAVED STREETS:		202,268	201,907	202,268	179,673	202,268	10,040	202,268	

ICE & SNOW	BUDGET ACTUAL		BUDGET ACTUAL		BUDGET ACTUAL		PROPOSED	COMMENTS	
	2018		2019		2020				
					thru 6/30		2021		
101.4312.101	FULL-TIME EMPLOYEES - REGULAR								
101.4312.102	FULL-TIME EMPLOYEES - OVERTIME	13,000	11,775	13,000	27,280	13,000	7,994	16,000	
101.4312.103	PART-TIME EMPLOYEES	-	-	-	-	-	-	-	
101.4312.121	EMPLOYER PERA CONTRIBUTIONS	975	893	975	1,973	975	599	1,200	
101.4312.122	EMPLOYER FICA CONTRIBUTIONS	806	712	806	1,567	806	475	992	
101.4312.123	EMPLOYER MEDICARE CONTRIBUTION	189	166	189	367	189	111	232	
101.4312.130	EMPLOYER PAID INSURANCE	2,500	1,855	2,500	4,106	2,500	1,594	5,000	Distribution for OT wages
	Personnel Subtotal	17,470	15,400	17,470	35,292	17,470	10,773	23,424	
101.4312.150	WORKER'S COMPENSATION	1,000	309	1,000	1,008	1,200	2,071	2,100	
101.4312.210	OPERATING SUPPLIES	8,000	10,805	8,000	9,090	8,000	4,713	9,000	
101.4312.212	MOTOR FUELS	1,000	126	1,000	51	1,000	-	500	
101.4312.220	REPAIR/MAINTENANCE SUPPLIES	20,000	22,884	20,000	33,490	20,000	9,029	22,500	
101.4312.240	SMALL TOOLS/MINOR EQUIPMENT	500	110	500	507	500	181	500	
101.4312.360	INSURANCE	300	254	300	264	300	227	320	
101.4312.400	REPAIRS & MAINTENANCE	8,200	5,479	8,200	16,901	8,200	2,505	8,200	
101.4312.410	RENTALS	50	-	50	-	50	-	50	
101.4312.430	OTHER SERVICE/CHARGES-MISC.	2,500	263	2,500	(570)	2,500	502	500	
101.4312.444	OTHER CONTRACTUAL SERVICES	5,000	-	5,000	1,485	5,000	-	3,000	(outside snow removal)
	Operations Subtotal	46,550	40,230	46,550	62,226	46,750	19,228	46,670	
Total ICE & SNOW REMOVAL:		64,020	55,630	64,020	97,518	64,220	30,000	70,094	

GENERAL FUND

		BUDGET		ACTUAL		BUDGET		ACTUAL		thru 6/30		PROPOSED	COMMENTS
		2018	2018	2019	2019	2020	2020	2021	2021				
STREET LIGHTING													
101.4316.380	UTILITY SERVICES	27,000	65,876	55,000	66,390	70,000	26,333	65,000					Subsidized by Electric Fund
Total STREET LIGHTING:		27,000	65,876	55,000	66,390	70,000	26,333	65,000					
SIDEWALKS AND TRAILS													
101.4317.303	ENGINEERING FEES	22000	24581.25	-	550		0						
101.4317.343	OTHER ADVERTISING		270		-		-						
101.4317.400	REPAIRS & MAINTENANCE	65,017	79,525	50,000	800	50,000	-	50,000					
101.4317.430	OTHER SERVICE/CHARGES	-	-	-	50,000	-	-	-					
Total SIDEWALKS:		87,017	104,376	50,000	51,350	50,000	0	50,000					
WASTE COLL/DISPOSAL													
101.4323.430	OTHER SERVICE/CHARGES-MISC.	9,800	11,014	9,800	10,375	11,500	5,704	11,500					
Total WASTE COLLECTION & DISPOSAL:		9,800	11,014	9,800	10,375	11,500	5,704	11,500					
WEED CONTROL													
Personnel Subtotal													
101.4326.444	OTHER CONTRACTUAL SERVICES	-	-	-	-	-	-	-					
Total WEED CONTROL:		0	0	0	-	-	-	-					
EMER MGMT/Health													
101.4417.210	OPERATING SUPPLIES	2,000	883	2,000	734	2,000	51	1,500					Prevention programs
101.4417.360	INSURANCE	760	646	760	684	760	591	850					
101.4417.370	MAINTENANCE/SUPPORT FEES		-		-		-	-					
101.4417.380	UTILITY SERVICES	2,000	1,821	2,000	1,698	2,000	611	2,000					
101.4417.400	REPAIRS AND MAINT	2,000	803	2,000	-	2,000	-	2,000					
101.4417.430	OTHER SERVICE/CHARGES-MISC.	7,000	6,120	7,000	213,404	7,000	43,231	7,000					
101.4417.431	GRANTS		-		2,400		-	-					
101.4417.444	OTHER CONTRACTUAL SERVICES	1,000	-	1,000	670	3,700	-	1,000					
Total HEALTH :		14,760	10,273	14,760	219,590	17,460	44,484	14,350					

GENERAL FUND		BUDGET		ACTUAL		BUDGET		ACTUAL		thru 6/30	PROPOSED	COMMENTS
PARKS & RECREATION		2018		2019		2020		2021				
101.4510.101	FULL-TIME EMPLOYEES - REGULA	-	-	-	-	-	-	-	-	-	-	
101.4510.102	FULL-TIME EMPLOYEES - OVERTIME		-		-		-		-		-	
101.4510.121	EMPLOYER PERA CONTRIBUTION	-	-	-	-	-	-	-	-	-	-	
101.4510.122	EMPLOYER FICA CONTRIBUTIONS	-	-	-	-	-	-	-	-	-	-	
101.4510.123	EMPLOYER MEDICARE CONTRIBU	-	-	-	-	-	-	-	-	-	-	
101.4510.130	EMPLOYER PAID INSURANCE	-	-	-	-	-	-	-	-	-	-	
101.4510.142	UNEMPLOYMENT BENEFITS		-		-		-		-		-	
Personnel Subtotal		-	-	-	-	-	-	-	-	-	-	
101.4510.150	WORKER'S COMPENSATION	-	-	-	-	-	-	-	-	-	-	
101.4510.210	OPERATING SUPPLIES	500	203	500	979	500	215	500			500	
101.4510.240	SMALL TOOLS/MINOR EQUIPMENT	100	-	100	-	1,000	-	-			-	
101.4510.304	LEGAL FEES		-		-		-				-	
101.4510.321	TELEPHONE	4,500	4,463	4,500	3,833	4,500	1,791	4,500			4,500	
101.4510.325	COMMUNICATION-OTHER	100	120	100	110	100	60	100			100	
101.4510.333	STAFF MEETINGS & CONFERENCE	50	60	50	755	50	249	50			50	
101.4510.334	MEMBERSHIP DUES AND FEES	500	464	500	484	500	365	500			500	MN Rec & Park Assn
101.4510.400	REPAIRS & MAINTENANCE	-	38	-	-	-	-	-			-	
101.4510.410	RENTALS	30	-	30	-	30	-	30			30	
101.4510.430	OTHER SERVICE/CHARGES-MISC.	3,500	1,248	3,500	1,029	3,500	633	3,500			3,500	
Operations Subtotal		9,280	6,596	9,280	7,190	10,180	3,314	9,180			9,180	
Total PARKS & RECREATION:		9,280	6,596	9,280	7,190	10,180	3,314	9,180			9,180	
BIKE TRAIL												
101.4512.400	REPAIRS & MAINTENANCE	-	-	-	-	-	-	-			-	
101.4512.430	OTHER SERVICE/CHARGES-MISC.		-		-		-				-	
101.4512.530			-		-		-				-	
Total BIKE TRAIL:		-	-	-	-	-	-	-			-	
PLAYGROUNDS												
101.4513.220	REPAIR/MAINTENANCE SUPPLIES	3,000	192	3,000	758	3,000	-	3,000			3,000	\$1,000 + \$2,000 wood fiber/playground
101.4513.400	REPAIRS & MAINTENANCE		817		-		-				-	
Total PLAYGROUNDS:		3,000	1,009	3,000	758	3,000	-	3,000			3,000	

AQUATIC CENTER	BUDGET		ACTUAL		BUDGET		ACTUAL		PROPOSED	COMMENTS
	2018	2019	2020	2021	thru 6/30	2020	2021			
101.4514.10 FULL-TIME EMPLOYEES - REGULAR		574		281		-				
101.4514.102 PART-TIME EMPLOYEES - OVERTIME	5,000	5,967	9,300	5,349	9,300	-	6,000			Start up/Shutdown/incidents+4300 OC
101.4514.103 PART-TIME EMPLOYEES	139,400	142,875	141,500	154,693	145,000	10,059	155,000			Mgr., Lifeguard, WSI
101.4514.121 EMPLOYER PERA CONTRIBUTIONS		292		255		-	300			+ 2000 labor backwash
101.4514.122 EMPLOYER FICA CONTRIBUTIONS	8,643	9,246	8,773	9,949	8,990	624	9,982			
101.4514.123 EMPLOYER MEDICARE CONTRIBUTIONS	2,021	2,162	2,052	2,327	2,103	146	2,335			
101.4514.130 EMPLOYER PAID INSURANCE	500	974	500	737	500	-	1,000			
101.4514.142 UNEMPLOYMENT BENEFIT		-		-		-				
Personnel Subtotal	155,564	162,091	162,125	173,590	165,893	10,828	174,617			
101.4514.150 WORKER'S COMPENSATION	5,800	4,433	5,800	9,543	9,500	11,649	12,300			
101.4514.210 OPERATING SUPPLIES	25,000	16,004	25,000	10,292	25,000	2,847	22,000			Chemicals, other
101.4514.214 UNIFORMS		27		-		-				
101.4514.220 REPAIR/MAINTENANCE SUPPLIES	12,000	17,563	12,000	13,362	14,000	2,082	14,000			
101.4514.221 LRG REPAIR/MAINTENANCE SUPPLIES			20,000		20,000	-	20,000			
101.4514.240 SMALL TOOLS/MINOR EQUIPMENT	1,000	406	1,000	-	1,000	-	500			
101.4514.262 Cost of Concessions	25,000	27,745	25,000	25,362	25,000	799	25,000			
101.4514.321 TELEPHONE	1,100	985	1,100	843	1,100	410	1,100			
101.4514.325 COMMUNICATION-OTHER		-		-		-				
101.4514.333 STAFF MEETINGS & CONFERENCES	-	747	-	-	-	-	-			
101.4514.334 MEMBERSHIP DUES AND FEES	800	-	-	-	-	-	-			
101.4514.343 OTHER ADVERTISING	150	1,160	150	775	150	-	150			
101.4514.344 PROMOTION-MARKETING	3,000	50	3,000	50	3,000	-	1,500			
101.4514.352 GENERAL NOTICE/PUBLIC INFO		-		-		-				
101.4514.360 INSURANCE	3,300	2,385	3,300	2,553	3,000	2,176	3,050			
101.4514.370 MAINTENANCE SUPPORT AND FEES	2,500	625	2,500	1,179	2,500	925	2,500			
101.4514.380 UTILITY SERVICES	37,500	50,666	65,000	52,194	65,000	1,661	60,000			
101.4514.400 REPAIRS & MAINTENANCE	4,000	1,619	4,000	9,921	4,000	-	4,000			
101.4514.410 RENTALS	750	-	750	-	750	-	750			Red Cross Equip Rental
101.4514.430 OTHER SERVICE/CHARGES-MISC.	10,000	8,475	10,000	2,459	1,000	2,395	2,000			WSI/Lifeguard Reimb, Red Cr Aff-Xtreme Fit
101.4514.444 OTHER CONTRACTUAL SERVICES		-		-		-				
Operations Subtotal	131,900	132,889	178,600	128,533	175,000	24,943	168,850			
Total AQUATIC CENTER	287,464	294,980	340,725	302,123	340,893	35,771	343,467			

	BUDGET		ACTUAL		BUDGET		thru 6/30		PROPOSED	COMMENTS
	2018	2018	2019	2019	2020	ACTUAL	2021			
OTHER REC FACILITIES										
101.4517.103	PART-TIME EMPLOYEES	3,000	2,112	3,000	525	3,000	-	3,000		
101.4517.122	EMPLOYER FICA CONTRIBUTIONS	-	158	186	33	186	-	186		
101.4517.123	EMPLOYER MEDICARE CONTRIBU	-	37	44	8	44	-	44		
Personnel Subtotal		3,000	2,307	3,230	565	3,230	-	3,230		
101.4517.150	WORKER'S COMPENSATION	-	-	-	-	-	-	-		
101.4517.210	OPERATING SUPPLIES	8,500	5,904	8,500	4,123	8,500	2,266	6,500		
101.4517.214	UNIFORMS	500	-	500	600	500	-	500		
101.4517.220	REPAIR/MAINTENANCE SUPPLIES	5,500	3,193	5,500	5,137	5,500	868	5,500		Seed \$1,500
101.4517.240	SMALL TOOLS/MINOR EQUIPMENT	2,850	2,226	2,850	2,341	2,850	2,400	8,000		550 + \$5000 pic tble (10) + garbage cans \$2500 (5)
101.4517.333	STAFF MEETINGS & CONFERENCE	350	171	350	11	350	156	350		
101.4517.334	MEMBERSHIP DUES AND FEES	450	130	450	130	450	130	450		
101.4517.343	OTHER ADVERTISING	250	-	250	-	250	-	250		also includes ads for MIP
101.4517.360	INSURANCE	2,000	792	2,000	415	800	327	500		
101.4517.380	UTILITY SERVICES	8,000	10,869	9,000	10,139	9,000	1,528	10,500		
101.4517.400	REPAIRS & MAINTENANCE	9,500	4,063	8,500	13,604	8,500	107	8,500		Infield lime and 4 ballfields/annual expense
101.4517.410	RENTALS									Fert program-ballfields\$3000
101.4517.430	OTHER SERVICE/CHARGES-MISC.	3,000	1,583	3,000	1,323	3,000	471	1,000		MIP
101.4517.444	OTHER CONTRACTUAL SERVICES	21,600	18,666	21,600	17,214	21,600	15,000	21,600		\$27/game adult (250 games) Joint Rec
		-		-		-		-		Joint fee \$10,000 + \$500 lighting
Operations Subtotal		62,500	47,596	62,500	55,037	61,300	23,252	63,650		+ ADDTL 5000=\$15000 FOR BALLFIELD LIGHTING
Total OTHER RECREATIONAL FACILITIES		65,500	49,904	65,730	55,603	64,530	23,252	66,880		Yr 2 of 5
		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	COMMENTS	
PARK AREAS		2018	2018	2019	2019	2020	2020	2021		
101.4522.101	FULL-TIME EMPLOYEES - REGULA	185,000	185,865	185,600	186,308	215,000	95,008	225,000		
101.4522.102	FULL-TIME EMPLOYEES - OVERTIM	2,000	703	2,000	384	2,000	-	2,000		
101.4522.103	PART-TIME EMPLOYEES	18,000	20,533	27,000	18,041	27,000	14,532	27,000		PT Parks person + Manpower mower\$7500
101.4522.121	EMPLOYER PERA CONTRIBUTION	14,025	15,248	14,070	15,115	16,275	8,216	17,025		
101.4522.122	EMPLOYER FICA CONTRIBUTIONS	11,594	12,222	11,631	11,933	13,454	6,444	15,748		
101.4522.123	EMPLOYER MEDICARE CONTRIBU	2,973	2,858	3,112	2,791	3,538	1,507	3,683		
101.4522.130	EMPLOYER PAID INSURANCE	43,000	33,618	43,000	37,090	43,000	20,101	41,700		
Personnel Subtotal		276,592	271,048	286,413	271,662	320,267	145,808	332,156		
101.4522.150	WORKER'S COMPENSATION	8,100	5,834	8,100	10,814	11,000	13,842	14,500		
101.4522.210	OPERATING SUPPLIES	3,000	2,319	3,000	7,420	3,000	308	3,000		
101.4522.212	MOTOR FUELS	6,000	3,882	6,000	3,572	6,000	821	6,000		
101.4522.214	UNIFORMS	1,500	471	1,500	435	1,500	1,237	1,500		
101.4522.220	REPAIR/MAINTENANCE SUPPLIES	12,000	7,618	12,000	6,829	12,000	3,509	12,000		

101.4522.240	SMALL TOOLS/MINOR EQUIPMENT	3,000	2,577	3,000	752	3,000	-	3,000	
101.4522.262	COST OF CONCESSIONS	2,000	983	2,000	821	2,000	-	2,000	
101.4522.304	LEGAL FEES				44		-		
101.4522.333	STAFF MEETINGS & CONFERENCE	400	-	400	-	400	-	400	MSTMA Workshop & State Conference
101.4522.334	MEMBERSHIP DUES AND FEES	150	-	150	-	150	-	150	MSTMA, Sports Turf Mgrs
101.4522.360	INSURANCE	15,000	12,004	10,000	12,618	13,500	10,413	14,600	
101.4522.380	UTILITY SERVICES	6,000	5,276	6,000	6,628	6,000	2,428	6,000	Includes Park Maint shed
101.4522.400	REPAIRS & MAINTENANCE	1,000	2,759	1,000	586	1,000	60	1,000	(savings from inhouse)
101.4522.410	RENTALS	6,500	4,047	6,500	4,583	6,500	415	6,500	
101.4522.430	OTHER SERVICE/CHARGES-MISC.	3,000	464	3,000	400	3,000	772	1,500	Flags etc
101.4522.444	OTHER CONTRACTUAL SERVICES	6,500	4,502	6,500	4,340	6,500	4,350	6,500	Weed control
Operations Subtotal		74,150	52,738	69,150	59,840	75,550	38,157	78,650	
Total PARK AREAS:		350,742	323,786	355,563	331,502	395,817	183,965	410,806	

FORESTRY & NURSERY	BUDGET		ACTUAL		BUDGET		ACTUAL		PROPOSED	COMMENTS
	2018		2019		2020		thru 6/30			
101.4524.210	OPERATING SUPPLIES	600	15	600	675	600	38	600		
101.4524.240	SMALL TOOLS/MINOR EQUIPMENT	750	787	750	340	750	-	750		
101.4524.333	STAFF MEETINGS & CONFERENCE	300	510	300	600	300	-	300	Tree Insp School	
101.4524.334	MEMBERSHIP DUES AND FEES	25	-	25	15	25	15	25		
101.4524.352	GENERAL NOTICE/PUBLIC INFO	100	-	100	-	100	-	100		
101.4524.430	OTHER SERVICE/CHARGES-MISC.	8,700	13,003	8,700	3,520	8,700	6,048	6,700	\$2000 trees Lions Park + 4700 blvd trees	
101.4524.444	OTHER CONTRACTUAL SERVICES	14,000	249	14,000	1,966	14,000	198	7,000	New EAB Program	
		-	-	-	-	-	-	-	2-yr program	
Total FORESTRY & NURSERY:		24,475	14,564	10,475	7,116	24,475	6,299	15,475		

HISTORIC WATERTOWER		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	thru 6/30 ACTUAL	PROPOSED	COMMENTS
		2018		2019		2020	2021		
101.4526.430	OTHER SERVICE/CHARGES-MISC	6500	652	6500	757	2000	354	2000	Utility Services + landscaping
Total HISTORIC WATERTOWER:		6,500	652	6,500	757	2,000	354	2,000	
DODGE COUNTY ARENA		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	COMMENTS
		2018		2019		2020	2021		
101.4527.430	OTHER SERVICE/CHARGES-MISC	7,023	-3432.42	22,677	28275.44	28,781	431	25,304	
101.4527.440	PROFESSIONAL SERVICES		270	300	270	300	285	300	
Total DODGE COUNTY ARENA:		7,023	(3,162)	22,977	28,545	29,081	716	25,604	
CAPITAL		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	COMMENTS
		2018		2019		2020	2021		
COUNCIL									
101.680.4111.580	OTHER EQUIPMENT	38000	36,500	22500	13,089	22500	-	22500	Yr 3 of 4 SRTS
CLERK									
101.680.4140.570	OFFICE EQUIP AND FURNISHINGS	6,000	0	6,000	0		0		
GENL GOVT BLDGS									
101.680.4194.580	OTHER EQUIPMENT	-		-		10,000		10,000	
POLICE									
101.680.4210.550	MOTOR VEHICLES	42,000	5,651		185,002	35,948	11,374	36,764	Lease vehicle
101.680.4210.601					17,252	40,000	-	20,000	1 veh to equip @ \$20000 ea
101.680.4210.580	OTHER EQUIPMENT		-		-	14,000	-	14,000	4 portable radios every year
101.680.4210.611	VEH INTEREST				2,937	5,030	1,711	4,217	Lease Vehicle Int
FIRE									
101.680.4220.530	IMPR OTHER THAN BUILDINGS								(yr 1 and 2 at 5000)
101.680.4220.550	MOTOR VEHICLES	5,000	-	8,333	-	8,333	-	8,333	Yr 5 of 5 for tanker truck
				48,333		48,333		48,333	FD trucks and mobile property
						13,000		13,000	Lease vehicle
101.680.4220.611				-		1,800		1,800	Lease Vehicle Int
				-		-		-	
101.680.4310.530	IMPR OTHER THAN BUILDINGS	-	-	50,000	-	50,000	-	50,000	Grant share- trail under Hwy 14
101.680.4310.601					3,360				(Includes yr 3 of 5 for str sweeper \$35,000)
101.680.4310.540	HEAVY MACHINERY	35,000	-	74,136	-	74,136	-	74,136	PW trucks and mobile property
101.680.4310.550	MOTOR VEHICLES		748	-	-	3,470	1,718	8,669	Lease vehicle
101.680.4310.580	OTHER EQUIPMENT						11,519		
101.680.4310.611	VEH INTEREST				480	380	202	1,073	Lease Vehicle Int
ICE/SNOW									
101.680.4312.540	HEAVY MACHINERY	-	-	-	-	-	-	-	
101.680.4312.580	OTHER EQUIPMENT	13,000	6,742						
Bike Trail									
101.680.4512.530	IMPR OTHER THAN BUILDINGS	-		-		-		35,310	Trail grant match NW
Playgrounds									
101.680.4513.530	IMPR OTHER THAN BUILDINGS	-	5,916	-	-	-	-	-	

Swimming Pool										
101.680.4514.570	OFFICE EQUIP AND FURNISHINGS									3 POS computers +
101.680.4514.580	OTHER EQUIPMENT									KAC software- \$25000 in 2022
Other Rec Facilities										
101.680.4517.530	IMPR OTHER THAN BUILDINGS									
Park Areas										
101.680.4522.520	BUILDINGS & STRUCTURES									
101.680.4522.530	IMPR OTHER THAN BUILDINGS	52,500	41,859	55,800	56,515	67,500	26,839	45,400		Parks
										KAC laptop/camera 1200
										Yr 2 of 2 Tractor 30000
										N Park fence 9500
										Basketball- E Diamond Park 3500
101.680.4522.550	MOTOR VEHICLES	27,000	27,610	30,000	27,271	10,165	2,500	10,207		Lease Vehicles
101.680.4522.580	OTHER EQUIPMENT									
101.680.4522.601					2,837					
101.680.4522.611	VEH INTEREST				547	1,593	415	1,416		Vehicle Int
Forestry Nursery										
101.680.4524.530	IMPR OTHER THAN BUILDINGS									
101.680.4524.580	OTHER EQUIPMENT									
Total Capital:		218,500	125,026	295,102	309,291	406,188	56,279	405,158		
							thru 6/30			
	UNALLOCATED EXPENDITURE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED		COMMENTS
		2018		2019		2020		2021		
101.4920.360	INSURANCE	21650	17,444	21650	17,555	18000	19,382	22500		
101.4920.430	OTHER SERVICE/CHARGES-MISC	4500	6,632	4500	2,503	4500	3,597	4500		City Abatement payments - 4500
		41650	-	3470	-	3470	-	3470		
		10000	-	0	-	0	-	49488		Initial Debt Savings
101.4920.433	MMUA SAFETY PROGRAM	6700	6,384	7000	5,924	7000	4,052	7500		
								15522		TIF LEVY
101.4930.720	OPERATING TRANSFERS		0 ;		0 ;		0 ;			As per Council 4.11.18:
101.4930.435	UNCOLLECTIBLE	0	0		0		0			Offset drop in Debt levy to Fund 423
				89000	89000	89000	89000	89000		2019- \$89,000, 2020-\$89,000
Total UNALLOCATED EXPENDITURES:		84,500	30,459	125,620	114,982	121,970	116,032	191,980		2021-\$89,000; Debt dropoff: \$40,000 each of yrs 2022,2023,2024; and Debt dropoff 2024 for \$76,000
	OTHER FINANCING SOURCE	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED		COMMENTS
		2018		2019		2020		2021		
101.4930.720	OPERATING TRANSFERS		191923	0	0	0	0	0		
Total OTHER FINANCING SOURCES		0	191923	0	0	0	0	0		

LIBRARY FUND

GOVT BLDGS & LIBRARY		BUDGET		ACTUAL		BUDGET		ACTUAL		BUDGET		ACTUAL		PROPOSED	COMMENTS
		2018		2019		2020		2021		2020		2021			
												thru 6/30			
211.550.4195.101	FULL-TIME EMPLOYEES - REGULAR		-		-		-		-		-		-		
211.550.4195.103	PART-TIME EMPLOYEES	10,845	9,728	9,974	9,824	9,974	9,824	9,974	5,383	10,100					
211.550.4195.121	EMPLOYER PERA CONTRIBUTIONS	813	724	728	736	728	736	728	404	758					
211.550.4195.122	EMPLOYER FICA CONTRIBUTIONS	672	580	602	589	602	589	602	324	626					
211.550.4195.123	EMPLOYER MEDICARE CONTRIBU	157	136	250	138	141	138	141	76	146					
211.550.4195.130	EMPLOYER PAID INSURANCE														6664
Total GENERAL GOVT BLDGS		12,488	11,168	11,554	11,287	11,445	6,186	11,630							
211.550.4550.101	FULL-TIME EMPLOYEES - REGULA	232,506	229,068	241,750	211,994	241,832	94,692	225,100							
211.550.4550.102	FULL-TIME EMPLOYEES - OVERTIM	-	-	-	67	-	-	-							
211.550.4550.103	PART-TIME EMPLOYEES	-	882	-	5,719	-	-	-							
211.550.4550.121	EMPLOYER PERA CONTRIBUTIONS	17,438	17,118	18,300	16,251	18,300	7,102	16,883							
211.550.4550.122	EMPLOYER FICA CONTRIBUTIONS	14,415	13,677	15,128	13,129	15,128	5,561	13,956							
211.550.4550.123	EMPLOYER MEDICARE CONTRIBU	3,371	3,196	3,583	3,070	3,583	1,301	3,264							
211.550.4550.130	EMPLOYER PAID INSURANCE	36,000	35,958	39,200	43,646	56,000	19,450	41,500							
UNEMPLOYMENT BENEFIT		-	-	-	-	-	-	-							
Personnel Subtotal		303,731	299,900	317,961	293,875	334,843	128,106	300,703							
211.550.4550.150	WORKER'S COMPENSATION	1,000	1,346	1,000	2,154	1,500	2,364	2,500							
211.550.4550.160	LIABILITY INSURANCE	-	45	-	46	-	32	45							
211.550.4550.210	OPERATING SUPPLIES	2,600	2,620	2,800	3,246	3,000	1,153	4,500							
211.550.4550.216	PERIODICALS	450	292	450	335	450	292	450							
211.550.4550.218	BOOKS	13,800	9,236	10,800	10,241	11,000	4,972	11,000							
211.550.4550.219	AUDIO VISUAL	6,800	6,610	5,800	5,007	5,800	1,092	6,000							
211.550.4550.220	REPAIR/MAINTENANCE SUPPLIES	600	870	700	955	1,000	60	1,000							
211.550.4550.222	ELECTRONIC SERVICES			6,000	1,531	4,500	1,531	3,000							
211.550.4550.240	SMALL TOOLS/MINOR EQUIPMENT	100	144	100	9	100	85	100							
211.550.4550.303	ENGINEERING FEES		505		-		-	1,000							
211.550.4550.304	LEGAL FEES	1,000	-	1,000	87	1,000	-	1,000							
211.550.4550.309	EDP, SOFTWARE & DESIGN	15,200	16,232	15,200	17,103	16,200	8,947	18,000							Automation-MTHLY SELCO CHGS/PC & software
211.550.4550.321	TELEPHONE	1,700	1,861	1,700	1,569	1,700	899	2,000							Phones/WiFi/Internet/cell
211.550.4550.325	COMMUNICATION-OTHER	500	176	500	24	500	-	500							USPO & Selco-OVERDUE NOTICES
211.550.4550.331	TRAVEL/MILEAGE	500	-	500	27	500	-	400							
211.550.4550.333	STAFF MEETINGS & CONFERENCE	850	23	850	-	850	-	500							
211.550.4550.334	MEMBERSHIP DUES AND FEES	500	589	500	314	500	50	500							ALA, MLA
211.550.4550.343	OTHER ADVERTISING	250	241	250	854	250	30	150							
211.550.4550.360	INSURANCE	3,500	2,766	3,500	2,898	3,500	2,494	3,500							
211.550.4550.370	MAINTENANCE/SUPPORT FEES	2,000	754	2,000	821	2,000	533	2,000							IKON-Photocopier Charges
211.550.4550.380	UTILITY SERVICES	6,700	12,851	8,700	12,583	9,000	4,517	13,000							
211.550.4550.400	REPAIRS & MAINTENANCE	2,900	4,995	2,500	4,457	6,453	1,158	9,000							
211.550.4550.430	OTHER SERVICE/CHARGES-MISC.	2,000	2,035	2,000	446	2,000	518	2,000							
211.550.4550.433	MMUA SAFETY PROGRAM	744	833	844	794	944	603	1,210							
211.550.4550.440	PROFESSIONAL SERVICES	500	270	500	270	500	285	500							Library Committee
211.550.4550.441	LIBRARY PROGRAMS	4,000	4,250	4,000	4,713	4,000	2,376	4,000							Outreach
211.550.4550.444	OTHE CONTRACTUAL SERVICES		221		221		189	250							
211.550.4550.530	IMPROVEMENTS OTHER THAN BLDGS							24,000							Door/Pkg lot/Drainage
211.550.4550.570	OFFICE EQUIP AND FURNISHINGS	2,000	1,188	2,000	2,657	2,000	188	2,000							
211.550.4550.705	SETTLEMENT		26,531		-		-								
Operations Subtotal		70,194	97,484	74,194	73,362	79,247	34,368	114,105							
Total LIBRARY		373,925	397,384	392,155	367,237	414,090	162,474	414,808							
GRAND TOTAL-LIBRARY		386,413	408,552	403,709	378,524	425,535	168,660	426,438							

ECONOMIC DEVELOPMENT COMMUNITY/ECONOMIC DE		BUDGET		ACTUAL		thru 6/30		PROPOSED	COMMENTS
		2018	2019	2020	2021				
290.4650.101	FULL-TIME EMPLOYEES - REGULA	40,450	10,799	11,500	6,782	11,700	5,281	11,700	
290.4650.121	FULL-TIME EMPLOYEES - OVRTIME								
290.4650.121	EMPLOYER PERA CONTRIBUTIONS	3,034	799	863	488	878	396	878	
290.4650.122	EMPLOYER FICA CONTRIBUTIONS	2,508	634	713	423	725	326	725	
290.4650.123	EMPLOYER MEDICARE CONTRIBU	587	148	167	99	170	76	170	
290.4650.130	EMPLOYER PAID INSURANCE	4,000	959	1,100	538	2,000	335	5,500	
Personnel Subtotal		50,578	13,339	14,342	8,330	15,473	6,414	18,973	
290.4650.150	WORKER'S COMPENSATION	300	41	300	(36)	100	48	100	
290.4650.210	OPERATING SUPPLIES	400	516	400	465	400	135	500	
290.4650.216	PERIODICALS		-		-		-		
290.4650.240	SMALL TOOLS/MINOR EQUIP		-		-		-		
290.4650.303	ENGINEERING FEES	3,000	-	3,000	-	3,000	-	1,000	
290.4650.304	LEGAL FEES	4,000	454	4,000	1,350	4,000	-	2,500	
290.4650.321	TELEPHONE	500	410	500	329	500	109	500	
290.4650.325	COMMUNICATION-OTHER	200	120	200	227	200	177	200	Postage
290.4650.333	STAFF MEETINGS & CONFERENCE	2,000	-	500	16	500	-	400	
290.4650.334	MEMBERSHIP DUES AND FEES	3,150	356	500	416	500	396	500	
290.4650.343	ADVERTISING	-	-	-	-	-	-	5,000	
290.4650.351	LEGAL NOTICES PUBLISHING	-	180	-	75	-	51	100	
290.4650.352	GENERAL NOTICE/PUBLIC INFO	-	-	-	-	-	-	-	
290.4650.360	INSURANCE	360	314	360	339	360	291	400	
290.4650.380	UTILITY SERVICES		-		-		-		
290.4650.414	PROGRAMS			20,000	2,000	20,000	2,000	10,000	Commercial Programs
290.4650.413	Rental Expenses	2,000	-	-	-	-	-	-	
290.4650.430	OTHER SERVICE/CHARGES-MISC.	4,500	3,076	4,500	1,265	4,500	1,654	3,500	includes \$500 SMIF
290.4650.440	PROFESSIONAL SERVICES	500	270	500	2,967	500	285	800	Marketing
290.4650.444	OTHER CONTRACTUAL SERVICES		41,124	42,500	42,355	42,500	21,814	43,750	CEDA
290.4650.720	OPERATING TRANSFERS						20,000		
Operations Subtotal		20,910	46,859	77,260	51,767	77,060	46,960	69,250	
Total ECONOMIC DEVELOPMENT		71,488	60,198	91,602	60,098	92,533	53,374	88,223	

COMMUNITY POLICING FUN		BUDGET		ACTUAL		thru 6/30		PROPOSED	COMMENTS
		2018	2019	2020	2021				
875.4210.150	WORKER'S COMPENSATION	300	397	300	399	300	274	300	
875.4210.210	OPERATING SUPPLIES	2,000	1,741	2,000	1,716	2,000	113	2,000	Operating/Training supplies for community policing/
875.4210.214	UNIFORMS		375		-		24		crime watch & prevention
875.4210.240	SMALL TOOLS/MINOR EQUIPMENT		-		-		-		
875.4210.334	MEMBERSHIP DUES & FEES								
875.4210.430	OTHER SERVICE/CHARGES-MISC.	1,000	494	1,000	100	1,000	-	500	
875.4210.430	OPERATING SUPPLIES	1,500	-	1,500	-	1,500	-	1,500	NNO
Total COMMUNITY POLICING FUND:		4,800	3,007	4,800	2,216	4,800	411	4,300	

TOTAL REVENUES	23,300	17,396	23,300	20,906	23,300	4,311	23,300	
TOTAL EXPENSES	52,767	45,628	54,196	48,892	58,072	28,641	68,330	
CAPITAL ITEMS	-		-		-		-	
GAIN OR (LOSS)	(29,467)	(28,232)	(30,896)	(27,986)	(34,772)	(24,330)	(45,030)	Loss

2021 CAPITAL REQUESTS:

Total \$0

EXPENDITURES--WATER FUND

		BUDGET		ACTUAL		BUDGET		ACTUAL		COMMENTS
		2018		2019		2020		2021		
WATER--DEBT SERVICE										
601.4710.601	BOND PRINCIPAL	184,921	-	254,283	-	254,732	245,138	266,215		plus leased vehicles
601.4710.611	BOND INTEREST	49,981	46,846	43,597	42,456	39,782	20,895	35,719		plus leased vehicles
601.4710.620	PAYING AGENT FEES	-	347	-	594	-	495	-		
601.4710.621	BOND ISSUANCE COSTS	-	-	-	-	-	-	-		
Total DEBT SERVICE		234,902	47,192	297,880	43,050	294,514	266,528	301,934		
OTHER FINANCING USES										
Total OTHER FINANCING USES										
POWER & PUMPING										
601.4941.380	UTILITY SERVICES	27,000	47,722	40,000	44,826	50,000	16,826	50,000		
Total POWER & PUMPING		27,000	47,722	40,000	44,826	50,000	16,826	50,000		
DISTRIBUTION										
601.4943.101	FULL-TIME EMPLOYEES - REGULAR	80,900	80,204	86,000	88,933	89,000	46,745	92,000		
601.4943.102	FULL-TIME EMPLOYEES - OVERTIME	3,000	4,454	5,000	4,964	5,000	2,127	5,000		
601.4943.103	PART-TIME EMPLOYEES	-	-	-	-	-	-	-		
601.4943.121	EMPLOYER PERA CONTRIBUTIONS	6,293	2,303	6,825	8,867	7,050	3,665	7,275		
601.4943.122	EMPLOYER FICA CONTRIBUTIONS	5,202	5,057	5,642	5,249	5,828	2,883	6,014		
601.4943.123	EMPLOYER MEDICARE CONTRIBUTIONS	1,217	1,183	1,320	1,227	1,363	674	1,407		
601.4943.130	EMPLOYER PAID INSURANCE	13,000	10,545	12,500	18,353	12,700	10,748	23,000		
601.4943.131	OPEB OBLIGATION		(1,351)		2,590		-			
Personnel Subtotal		109,611	102,396	117,287	130,183	120,941	66,843	134,696		
601.4943.150	WORKER'S COMPENSATION	3,000	2,407	3,000	3,499	4,000	3,979	4,200		
601.4943.160	LIABILITY INSURANCE	40	45	40	46	40	32	45		
601.4943.210	OPERATING SUPPLIES	50,000	43,852	50,000	33,559	50,000	19,642	45,000		
601.4943.212	MOTOR FUELS	1,200	-	1,200	1,933	1,200	709	1,200		
601.4943.214	UNIFORMS	420	258	420	358	420	6	420		
601.4943.220	REPAIR/MAINTENANCE SUPPLIES	27,100	13,765	62,100	12,629	62,100	3,667	50,000		
601.4943.240	SMALL TOOLS/MINOR EQUIPMENT	5,000	3,578	5,000	7,177	5,000	270	5,000		
601.4943.260	WATER/SEWER METERS	8,000	10,901	8,000	9,568	10,000	9,847	30,000		
601.4943.360	INSURANCE	6,000	5,310	6,000	5,569	6,000	4,559	6,000		
601.4943.400	REPAIRS & MAINTENANCE	120,000	98,618	85,000	36,239	85,000	18,391	67,000		(65,000 + 2000 1/3 of Utility Box trfr)
601.4943.410	RENTALS	2,600	-	2,600	-	2,600	30	-		
601.4943.420	DEPRECIATION				138		-			
601.4943.430	OTHER SERVICE/CHARGES	3,600	2,144	3,600	394	3,600	1,378	13,600		(10,000 ltron)
601.4943.433	MMUA SAFETY PROGRAM	4,700	2,233	4,800	3,414	4,800	2,462	4,850		
601.4943.435	UNCOLLECTIBLE				1,482		-			
601.4943.440	PROFESSIONAL SERVICES	2,500	2,069	2,500	2,218	2,500	925	2,500		
601.4943.444	CONTRACTED SERVICES	-	300	-	148	-	85	-		
Operations Subtotal		234,160	185,480	234,260	118,370	237,260	65,982	229,815		
Total DISTRIBUTION		343,771	287,876	351,547	248,553	358,201	132,825	364,511		

ADMINISTRATION		thru 6/30							
601.4944.101	FULL-TIME EMPLOYEES - REGULAR	76,500	56,471	76,500	57,262	76,500	30,752	78,500	
601.4944.102	FULL-TIME EMPLOYEES - OVERTIME		305		219		251		
601.4944.103	PART-TIME EMPLOYEES	-	-	-	-	-	-	-	
601.4944.121	EMPLOYER PERA CONTRIBUTIONS	5,738	4,112	5,738	4,075	5,738	2,325	5,888	
601.4944.122	EMPLOYER FICA CONTRIBUTIONS	4,743	3,251	4,743	3,298	4,743	1,802	4,867	
601.4944.123	EMPLOYER MEDICARE CONTRIBUTI	1,109	761	1,109	771	1,109	421	1,138	
601.4944.124	SICK CONVERSION	-	-	-	-	-	-	-	
601.4944.130	EMPLOYER PAID INSURANCE	12,300	9,465	13,000	10,442	13,000	5,579	15,400	
	Personnel Subtotal	100,390	74,365	101,090	76,066	101,090	41,130	105,793	
601.4944.210	OPERATING SUPPLIES	800	826	800	786	800	315	800	
601.4944.216	PERIODICALS	100	40	100	20	100	-	100	
601.4944.240	SMALL TOOLS/MINOR EQUIPMENT	500	340	500	-	500	-	500	
601.4944.301	AUDITING/ACCOUNTING	4,000	4,086	4,406	4,446	4,406	4,129	4,900	
601.4944.303	ENGINEERING FEES	5,000	368	5,000	-	5,000	-	5,000	
601.4944.304	LEGAL FEES	750	36	750	-	750	-	750	
601.4944.309	EDP, SOFTWARE & DESIGN	500	-	500	-	500	-	500	
601.4944.321	TELEPHONE	2,400	2,130	2,400	1,879	2,400	887	2,400	
601.4944.325	COMMUNICATION-OTHER	5,000	4,779	5,000	5,842	5,000	1,809	5,000	
601.4944.333	STAFF MEETINGS & CONFERENCES	1,500	563	1,500	1,247	1,500	1,075	1,500	
601.4944.334	MEMBERSHIP DUES AND FEES	500	285	500	322	500	229	500	
601.4944.343	OTHER ADVERTISING	100	-	100	-	100	-	100	
601.4944.352	GENERAL NOTICE/PUBLIC INFO	1,200	1,200	1,200	-	1,200	-	1,200	
601.4944.370	MAINTENANCE/SUPPORT FEES	2,725	2,411	2,725	2,473	2,725	2,234	2,725	BMS-1725
601.4944.400	REPAIRS & MAINTENANCE		109		-		-		
601.4944.430	OTHER SERVICE/CHARGES	200	1,051	200	650	200	5	200	ltron-925
601.4944.435	UNCOLLECTIBLE		-		-		-		
601.4944.438	CREDIT CARD FEES	2,800	3,649	2,800	4,255	4,100	2,273	4,700	
601.4944.440	PROFESSIONAL SERVICES	1,800	1,540	1,800	1,540	1,800	1,570	1,800	
601.4944.444	OTHER CONTRACTUAL SERVICES		5,901		2,515		-		
	Operations Subtotal	29,875	29,313	30,281	25,975	31,581	14,527	32,675	
Total ADMINISTRATION		130,265	103,679	131,371	102,040	132,671	55,657	138,468	

DEPRECIATION									
601.4997.462	AMORTIZATION		(1,597)		(1,597)		-		
601.4997.420	DEPRECIATION		204,976		215,934		-		
Total DEPRECIATION		0	203,379	0	214,337	0	0	0	

OTHER EXPENSE									
601.4999.720	OPERATING TRANSFERS	13,897	90,480	-	27,015	-	-	-	2011 A
Total OTHER EXPENSE		13,897	90,480	-	27,015	-	-	-	

Total WATER FUND EXPENSES		749,835	780,327	820,797	679,822	835,386	471,837	854,912	
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REVENUES--WATER FUND

WATER FUND	BUDGET		ACTUAL		thru 6/30		PROPOSED	COMMENTS
	2018	2019	2020	ACTUAL	2021			
MISCELLANEOUS REVENUES								
601.4943.3347		0		0		0		
601.4943.3611		289.33	0	0	0	0	0	
601.4943.3612		2681.03		2212.34		0		
601.3600.3621	5,000	5,805	5,000	16,284	5,000	3,304	5,000	
601.3600.3622	23,500	27,259	23,500	22,819	12,625	7,491	12,625	
601.3600.3624	500	1,223	500	10,026	500	1,421	500	
601.3600.3626	-	11	-	13	-	3	-	
Total MISCELLANEOUS REVENUES	29,000	37,268	29,000	51,354	18,125	12,220	18,125	
PROPRIETARY FUND REVENUES								
601.3700.3710	721,980	767,406	754,469	854,875	788,400	426,611	908,000	2.0%
601.3700.3715	100	0	100	0	100	0	100	Reconnects/Water Assess-permits-350
601.3700.3716	0	45,601	0	44,600	0	32,580	0	WAC
601.3700.3717	0	0	0	0	0	0	0	
601.3700.3718	6,000	8,813	6,000	7,745	6,000	8,100	6,000	50/50 WATER/SEWER
601.3700.3719		1,200		12,520		0		
601.3700.3746	7,000	7,302	7,000	7,788	7,000	2,311	7,000	
Total PROPRIETARY FUND REVENUES	735,080	830,322	767,569	927,528	801,500	469,602	921,100	
OTHER FINANCING SOURCES								
601.943.3911		2000		5650		0		
601.943.3998		93,120		103,598		-		
Total OTHER FINANCING SOURCES	-	95,120	-	109,248	-	-	-	
Total WATER FUND	764,080	962,710	796,569	1,088,129	819,625	481,822	939,225	
WATER EXPENSES	749,835	780,327	820,797	679,822	835,386	471,837	854,912	
WATER REVENUES	764,080	962,710	796,569	1,088,129	819,625	481,822	939,225	
Capital Expenditures	78000		20000		6600		6,600	
GAIN OR LOSS	(63,755)	182,383	(44,228)	408,307	(22,361)	9,985	77,713	

2021 CAPITAL REQUESTS:

Vehicle	6,600
Total Equip	<u>6,600</u>

EXPENDITURES--SEWER FUND

	BUDGET		ACTUAL		BUDGET		ACTUAL		PROPOSED	COMMENTS
	2018		2019		2020		thru 6/30			
SEWER--DEBT SERVICE										
602.4710.601 BOND PRINCIPAL	710,386	-	775,824	111,912	796,880	105,384	825,028		plus leased vehicles	
602.4710.611 BOND INTEREST	145,991	124,037	116,395	347	97,232	49,084	77,539		plus leased vehicles	
602.4710.620 PAYING AGENT FEES	-	597	-	-	-	-	-			
602.4710.621 BOND ISSUANCE COSTS	(43,000)	10,947	-	-	-	-	-			
Total DEBT SERVICE	813,377	135,581	892,219	112,258	894,112	154,469	902,567			
SEWER PLAN I										
602.4947.101 FULL-TIME EMPLOYEES - REGULAR	165,600	163,369	175,400	176,437	179,100	96,548	186,500	SF		
602.4947.102 FULL-TIME EMPLOYEES - OVERTIME	4,000	9,921	10,000	10,139	10,000	5,385	10,000	SF		
602.4947.103 PART-TIME EMPLOYEES	11,440	2,748	11,440	3,013	11,440	-	11,440	SF	Mower (6 mos at \$11)(ADD 11440)	
602.4947.121 EMPLOYER PERA CONTRIBUTIONS	12,720	12,427	13,905	13,452	14,183	7,645	14,738	SF		
602.4947.122 EMPLOYER FICA CONTRIBUTIONS	11,224	10,126	12,204	10,891	12,433	6,022	12,892	SF		
602.4947.123 EMPLOYER MEDICARE CONTRIBUTIONS	2,625	2,368	2,854	2,547	2,908	1,409	3,015	SF		
602.4947.130 EMPLOYER PAID INSURANCE	24,000	18,700	23,550	37,029	23,550	22,658	48,500	SF		
602.4947.131 OPEB OBLIGATION	-	-	-	19,431	-	-	-			
Personnel Subtotal	231,610	219,659	249,353	272,940	253,614	139,666	287,085			
602.4947.150 WORKER'S COMPENSATION	6,000	5,459	6,000	7,802	8,500	8,624	9,100	SF		
602.4947.160 LIABILITY INSURANCE	35	-	35	-	35	-	-	SF		
602.4947.210 OPERATING SUPPLIES	35,000	4,648	35,000	4,727	35,000	3,508	25,000	SF		
602.4947.211 CHEMICALS	60,000	46,014	60,000	50,980	60,000	11,570	60,000	FV		
602.4947.212 MOTOR FUELS	2,000	395	2,000	-	2,000	-	2,000	FV	estimate	
602.4947.214 UNIFORMS	910	169	910	-	910	15	910	SF		
602.4947.216 PERIODICALS	30	-	30	-	30	-	30	SF		
602.4947.220 REPAIR/MAINTENANCE SUPPLIES	16,000	9,249	16,000	11,379	16,000	916	16,000	FV		
602.4947.221 LG REPAIR/MAINT SUPPLIES	-	-	50,000	23,646	50,000	-	50,000		Large replacement parts	
602.4947.240 SMALL TOOLS/MINOR EQUIPMENT	5,000	1,809	5,000	1,023	5,000	1,148	5,000	FV		
602.4947.260 WATER/SEWER METERS	-	-	-	-	-	-	-			
602.4947.301 AUDITING ACCOUNTING	3,450	6,132	3,818	3,956	3,818	3,578	4,300	SF		
602.4947.303 ENGINEERING	10,000	-	10,000	12,439	10,000	-	10,000	SF		
602.4947.309 EDP/SOFTWARE/DESIGN	400	-	400	205	400	173	400	SF		
602.4947.321 TELEPHONE	2,400	1,600	2,400	1,385	2,400	779	2,000	SF		
602.4947.333 STAFF MEETINGS AND CONFERENCES	2,200	2,486	2,200	1,706	2,200	443	3,000	SF		
602.4947.334 MEMBERSHIP DUES AND FEES	130	78	130	-	130	-	130	SF		
602.4947.360 INSURANCE	12,100	7,418	8,000	7,788	8,500	6,659	9,350	SF		
602.4947.370 MAINTENANCE/SUPPORT FEES	1,200	915	1,365	1,337	1,365	1,380	1,500	SF		
602.4947.380 UTILITY SERVICES	80,000	62,043	65,000	46,361	65,000	16,986	65,000	SF		
602.4947.381 PURCHASED POWER	122,000	87,217	122,000	98,452	122,000	28,257	122,000	FV	add generator diesel to this	
602.4947.400 REPAIRS & MAINTENANCE	50,000	46,167	50,000	157,206	50,000	10,314	62,000	FV	50000 + 1/3 Util Box + wall repair 10000	
602.4947.410 RENTALS	-	-	-	-	-	-	-			
602.4947.430 OTHER SERVICE/CHARGES-MISC.	3,200	3,227	3,200	7,591	3,200	6,729	3,200	SF		
602.4947.433 MMUA SAFETY PROGRAM	3,000	4,191	4,130	2,777	4,130	2,111	4,220	SF		
602.4947.440 PROFESSIONAL SERVICES	50,000	41,171	50,000	41,077	50,000	17,674	50,000	SF	all testing add \$35,000 for addtl testing	
602.4947.444 OTHER CONTRACTUAL SERVICES	-	-	-	-	-	-	-		Permit begins June 2017- use addtl	
Operations Subtotal	465,055	330,389	497,618	481,839	500,618	120,862	505,140			
Total SEWER PLAN I	696,665	550,048	746,971	754,779	754,232	260,529	792,225			

SEWER DISTRIBUTION						thru 6/30			
602.4948.101	FULL-TIME EMPLOYEES - REGULAR	42,680	42,462	45,400	48,131	48,000	24,492	49,000	
602.4948.102	FULL-TIME EMPLOYEES - OVERTIME	3,000	3,286	5,000	1,542	5,000	812	5,000	
602.4948.103	PART-TIME EMPLOYEES	-	-	-	-	-	-	-	
602.4948.121	EMPLOYER PERA CONTRIBUTIONS	3,426	25,047	3,780	18,562	3,975	1,898	4,050	
602.4948.122	EMPLOYER FICA CONTRIBUTIONS	2,832	2,644	3,125	2,715	3,286	1,491	3,348	
602.4948.123	EMPLOYER MEDICARE CONTRIBUTION	662	618	731	635	769	349	783	
602.4948.130	EMPLOYER PAID INSURANCE	10,600	6,215	7,500	9,587	7,500	5,517	12,000	
602.4948.131	OPEB OBLIGATION		(1,495)		-		-		
602.4948.142	UNEMPLOYMENT BENEFIT		-		-		-		
	Personnel Subtotal	63,201	78,778	65,536	81,173	68,530	34,558	74,181	
602.4948.150	WORKER'S COMPENSATION	3,000	930	3,000	2,378	3,000	2,784	3,000	
602.4948.160	LIABILITY INSURANCE	40	45	40	46	40	32	45	
602.4948.210	OPERATING SUPPLIES	11,000	12,723	11,000	11,027	11,000	6,972	11,000	
602.4948.212	MOTOR FUELS	6,400	4,778	6,400	3,608	6,400	1,028	6,400	
602.4948.214	UNIFORMS	210	861	210	1,290	210	145	210	
602.4948.220	REPAIR/MAINTENANCE SUPPLIES	2,000	2,511	2,000	2,415	2,000	409	2,000	
602.4948.240	SMALL TOOLS/MINOR EQUIPMENT	1,500	1,871	1,500	1,390	1,500	440	1,500	
602.4948.260	WATER/SEWER METERS	8,000	10,901	8,000	9,568	10,000	9,847	30,000	
602.4948.303	ENGINEERING FEES	500	-	500	28,189	553,500	75,572	550,000	I/I Program
602.4948.360	INSURANCE	13,000	12,236	13,000	12,073	13,000	10,905	15,300	
602.4948.380	UTILITY SERVICES	3,500	3,111	3,500	3,998	3,500	1,407	3,500	
602.4948.400	REPAIRS & MAINTENANCE	40,000	47,327	65,000	55,455	65,000	4,301	42,000	30000+ Itron 10000 + 2000 1/3 Util Box
602.4948.410	RENTALS	100	-	100	-	100	-	100	
602.4948.420	DEPRECIATION				138				
602.4948.430	OTHER SERVICE/CHARGES-MISC.	3,000	306	3,000	644	3,000	502	3,000	
602.4948.435	UNCOLLECTIBLE				1,040				
602.4948.433	MMUA SAFETY PROGRAM	500	885	590	1,195	590	352	610	
602.4948.440	PROFESSIONAL SERVICES	2,000	-	2,000	450	2,000	108,045	2,000	
602.4948.444	OTHER CONTRACTUAL SERVICES	-	300	-	15,374	200,000	85	25,000	20000 + 500 Itron
	Operations Subtotal	94,750	98,783	119,840	150,279	874,840	222,825	695,665	
	Total SEWER DISTRIBUTION	157,951	177,561	185,376	231,452	943,370	257,384	769,846	

SAN SEWER-ADMIN/GENERAL						thru 6/30		
602.4949.101	FULL-TIME EMPLOYEES - REGULAR	61,000	45,614	60,000	47,357	61,000	26,521	62,500
602.4949.102	FULL-TIME EMPLOYEES - OVERTIME	1,000	203	1,000	146	1,000	174	1,000
602.4949.103	PART-TIME EMPLOYEES	-	-	-	-	-	-	-
602.4949.121	EMPLOYER PERA CONTRIBUTIONS	4,650	3,400	4,575	3,458	4,650	2,002	4,763
602.4949.122	EMPLOYER FICA CONTRIBUTIONS	3,844	2,636	3,782	2,727	3,844	1,560	3,937
602.4949.123	EMPLOYER MEDICARE CONTRIBUTION	899	616	885	638	899	365	921
602.4949.124	SICK CONVERSION		-		-		-	
602.4949.130	EMPLOYER PAID INSURANCE	10,400	7,567	9,600	8,370	9,600	4,484	11,900
602.4949.131	OPEB OBLIGATION		-		-		-	
	Personnel Subtotal	81,793	60,036	79,842	62,695	80,993	35,106	85,020
602.4949.150	WORKER'S COMPENSATION	350	-	350	-	350	-	-
602.4949.210	OPERATING SUPPLIES	1,500	863	1,500	912	1,500	321	1,500
602.4949.240	SMALL TOOLS/MINOR EQUIPMENT	-	340	590	-	590	-	590

602.4949.301	AUDITING/ACCOUNTING	530	454	585	490	585	551	650	
602.4949.303	ENGINEERING FEES	500	-	500	-	500	-	500	
602.4949.304	LEGAL FEES	-	-	-	73	-	-	-	
602.4949.309	EDA,SOFTWARE & DESIGN	-	-	-	-	-	-	-	
602.4949.321	TELEPHONE	2,956	2,566	2,956	2,519	2,956	1,157	2,956	
602.4949.325	COMMUNICATION-OTHER	5,000	4,745	5,000	5,816	5,000	1,778	5,000	
602.4949.333	STAFF MEETINGS & CONFERENCES	500	115	500	-	500	-	500	
602.4949.334	MEMBERSHIP DUES AND FEES	20	113	20	143	20	75	20	
602.4949.352	GENERAL NOTICE/PUBLIC INFO	25	-	25	-	25	-	25	
602.4949.370	MAINTENANCE/SUPPORT FEES	2,725	1,493	1,750	1,135	1,750	854	1,750	BMS-300
602.4949.400	REPAIRS & MAINTENANCE	-	109	-	-	-	-	-	
602.4949.430	OTHER SERVICE/CHARGES-MISC.	50	1,066	50	345	50	(80)	50	\ Itron-975
602.4949.435	UNCOLLECTIBLE	-	-	-	-	-	-	-	
602.4949.438	Credit Card Fees	2,800	3,649	2,800	4,255	4,100	2,273	4,700	
602.4949.440	PROFESSIONAL SERVICES	400	1,540	400	1,070	400	1,071	400	
602.4949.444	OTHER CONTRACTUAL SERVICES	-	6,034	-	2,515	-	-	-	
602.4949.720	OPERATING TRANSFERS	12,225	12,225	-	-	-	-	-	
	Operations Subtotal	29,581	35,312	17,026	19,273	18,326	8,001	18,641	
	Total SAN SEWER-ADMIN/GENERAL	111,374	95,348	96,868	81,967	99,319	43,107	103,661	
602.4997.420	Depreciation		540,612		562,753		-		
602.4997.462	AMORTIZATION EXPENSE		(1,930)		(1,930)		-		
	Depreciation Subtotal	-	538,682	-	560,823	-	-	-	
	Total SEWER FUND EXPENSES	1,779,366	1,497,220	1,921,433	1,741,279	2,691,032	715,488	2,568,300	

REVENUES--SEWER FUND

SEWER FUND	BUDGET		ACTUAL		BUDGET		ACTUAL		PROPOSED	COMMENTS
	2018	2018	2019	2019	2020	thru 6/30 2020	2021			
MISCELLANEOUS REVENUES										
602.948.3347		0		0		0		0		
602.4948.		0		450.02		0		0		
602.3600.3621	6000	18,249	6000	40,001	6000	15,430		6000		
602.948.3624		-		-		65				
602.3600.3626	0	9	0	70	0	3		0		
Total MISCELLANEOUS REVENUES	6,000	18,258	6,000	40,522	6,000	15,499		6,000		
PROPRIETARY FUND REVENUES										
602.3700.3718	8,000	8812.59	8,000	7745	8,000	0		8,000		
602.3700.3720	1,750,000	1,804,724	1,785,000	1,902,451	1,836,000	970,297		1,873,000		2.00%
602.3700.3725	20,000	54,500	20,000	41,850	20,000	31,780		20,000		
602.3700.3726	-	-	-	-	-	-		-		
602.3700.3729		1,200		12,520		-		-		
602.3700.3746	18,000	18,374	18,000	19,242	18,000	5,544		18,000		
602.948.3911		2,000		7,500		-		-		
602.948.3922	96,000	90,845	132,500	113,215	132,500	48,480		124,000		=Debt \$36,000 + oper \$ 88000
Total PROPRIETARY REVENUES	1,892,000	1,980,456	1,963,500	2,104,522	2,014,500	1,056,101		2,043,000		
OTHER FINANCING SOURCES										
602.4948.3990		573991		0		0		0		2018-\$approx 471,000 for PSIG grant
		0		0		0		0		
Total OTHER FINANCING SOURCES	-	573,991	-	-	-	-		-		
Total SEWER FUND REVENUES	1,898,000	2,572,704	1,969,500	2,145,044	2,020,500	1,071,600		2,049,000		
SEWER EXPENSES	1,779,366	1,497,220	1,921,433	1,741,279	2,691,032	715,488		2,568,300		
SEWER REVENUES	1,898,000	2,572,704	1,969,500	2,145,044	2,020,500	1,071,600		2,049,000		
Capital Expenditures	154,200		102,000		66,600			66,600		
GAIN OR (LOSS)	(35,566)	1,075,485	(53,933)	403,765	(737,132)	356,112		(585,900)		

2021 CAPITAL REQUESTS:

UV Tank Bldg	40000	Yr 2 of 5 yrs
Dump Station	20000	Yr 2 of 2
	-	
Vehicke	6,600	
	<u>66,600</u>	

EXPENDITURES-ELECTRIC FUND

	BUDGET		ACTUAL		thru 6/30		PROPOSED	COMMENTS	
	2018	2019	2020	2020	2021				
604.4710.601 BOND PRINCIPAL	43,779	-	45,191	-	55,356	45,191	61,204	plus leased vehicles	
604.4710.611 BOND INTEREST	8,057	7,692	7,167	7,338	7,856	3,773	7,618	plus leased vehicles	
604.4710.620 PAYING AGENT FEES		99		99		-			
Total DEBT SERVICE	51,836	7,791	52,358	7,437	63,212	48,964	68,822		
POWER SUPPLY									
604.4956.381 PURCHASED POWER	2,641,704	2,374,610	2,716,346	2,195,147	2,794,002	872,889	2,874,813	AS PER MRES STUDY	
Total POWER SUPPLY:	2,641,704	2,374,610	2,716,346	2,195,147	2,794,002	872,889	2,874,813		
TRANSMISSION/DISTRIBUTION									
604.4957.101 FULL-TIME EMPLOYEES - REGULAR	321,500	321,425	340,500	288,108	344,000	164,344	359,200	+ standby 11 x 52x26.50	
604.4957.102 FULL-TIME EMPLOYEES - OVERTIME	13,100	6,577	13,100	7,671	13,100	2,267	8,000		
604.4957.121 EMPLOYER PERA CONTRIBUTIONS	25,095	2,362	26,520	(29,955)	26,783	12,496	27,540		
604.4957.122 EMPLOYER FICA CONTRIBUTIONS	20,745	19,686	21,923	17,770	22,140	9,974	22,766		
604.4957.123 EMPLOYER MEDICARE CONTRIBUTION	4,852	4,604	5,127	4,156	5,178	2,332	5,324		
604.4957.124 SICK CONVERSION		-		20,171		-			
604.4957.130 EMPLOYER PAID INSURANCE	34,000	35,568	27,000	29,689	31,000	30,163	60,000		
604.4957.131 OPEB OBLIGATION		(2,884)		18,558		-			
Personnel Subtotal	419,292	387,337	434,170	356,166	442,201	221,576	482,831		
604.4957.150 WORKER'S COMPENSATION	12,560	9,179	12,560	11,110	12,560	11,163	11,800		
604.4957.210 OPERATING SUPPLIES	10,000	1,055	10,000	7,459	10,000	729	10,000		
604.4957.212 MOTOR FUELS	5,500	4,259	5,500	4,108	5,500	1,297	5,500		
604.4957.214 UNIFORMS	2,400	4,864	2,400	6,314	2,400	884	3,500		
604.4957.220 REPAIR/MAINTENANCE SUPPLIES	91,500	160,151	91,500	30,952	100,000	27,174	100,000		
604.4957.240 SMALL TOOLS/MINOR EQUIPMENT	4,000	1,412	4,000	6,204	4,000	548	4,000		
604.4957.260 ELECTRIC METERS	10,000	9,750	10,000	1,030	10,000	-	10,000	Replace prog-residential	
604.4957.270 TRANSFORMERS	25,000	14,072	25,000	29,974	25,000	-	25,000		
604.4957.303 ENGINEERING FEES	5,000	-	5,000	6,355	5,000	-	5,000	mapping	
604.4957.343 OTHER ADVERTISING	250	-	250	30	250	-	250		
604.4957.360 INSURANCE	9,000	6,889	9,000	7,157	8,000	5,852	8,200		
604.4957.380 UTILITY SERVICES	13,500	11,592	13,500	11,461	13,500	6,434	13,500		
604.4957.400 REPAIRS & MAINTENANCE	5,000	6,967	5,000	5,351	5,000	15,347	6,000		
604.4957.410 RENTALS	500	487	500	503	500	251	500		
604.4957.430 OTHER SERVICE/CHARGES-MISC.	3,600	3,470	3,600	3,345	3,600	2,380	3,600	registration/licenses & PSP	
604.4957.433 MMUA SAFETY PROGRAM	4,050	5,326	4,720	4,305	4,720	2,462	4,820		
604.4957.435 UNCOLLECTIBLE				12,167		-			
604.4957.437 GOPHER STATE ONE-CALL	3,000	2,511	3,000	2,199	3,000	1,847	3,000		
604.4957.444 OTHER CONTRACTUAL SERVICES	55,000	68,404	55,000	22,690	55,000	18,405	55,000		
Operations Subtotal	259,860	310,388	260,530	172,713	268,030	94,771	269,670		
Total TRANSMISSION & DISTRIBUTION:	679,152	697,726	694,700	528,879	710,231	316,347	752,501		

GOVT BLDGS	BUDGET		BUDGET		BUDGET		PROPOSED	COMMENTS
	2018	ACTUAL	2019	ACTUAL	2020	thru 6/30 ACTUAL		
PART-TIME EMPLOYEES	2,950	2,582	2,950	2,940	2,950	1,560	3,500	
EMPLOYER PERA CONTRIBUTIONS	221	201	221	214	221	117	263	
EMPLOYER FICA CONTRIBUTIONS	183	161	183	171	183	94	217	
EMPLOYER MEDICARE CONTRIBUT	43	38	43	40	43	22	51	
Total GENERAL GOVT BLDGS	3,397	2,982	3,397	3,365	3,397	1,793	4,030	

ADMINISTRATION & GENERAL	BUDGET		BUDGET		BUDGET		PROPOSED	COMMENTS
	2018	ACTUAL	2019	ACTUAL	2020	thru 6/30 ACTUAL		
604.4959.101 FULL-TIME EMPLOYEES - REGULAR	146,000	113,166	146,000	110,383	147,000	62,658	152,000	
604.4959.102 FULL-TIME EMPLOYEES - OVERTIME	2,000	504	2,000	364	2,000	428	2,000	
604.4959.103 PART-TIME EMPLOYEES	-	-	-	-	-	-	-	
604.4959.121 EMPLOYER PERA CONTRIBUTIONS	11,100	8,329	11,100	7,950	11,175	4,732	11,550	
604.4959.122 EMPLOYER FICA CONTRIBUTIONS	9,176	6,534	9,176	6,400	9,238	3,695	9,548	
604.4959.123 EMPLOYER MEDICARE CONTRIBUT	2,147	1,528	2,147	1,497	2,161	864	2,234	
604.4959.124 SICK CONVERSION		-		-		-	-	
604.4959.130 EMPLOYER PAID INSURANCE	24,500	18,212	31,000	19,468	25,700	10,473	29,700	
604.4959.131 OPEB OBLIGATION				-		-	-	
Personnel Subtotal	194,923	148,272	201,423	146,061	197,274	82,850	207,032	
604.4959.150 WORKER'S COMPENSATION	840	-	840	-	840	-	-	
604.4959.160 LIABILITY INSURANCE	40	45	40	46	40	32	45	
604.4959.210 OPERATING SUPPLIES	2,750	1,262	2,750	1,336	2,750	548	2,750	
604.4959.240 SMALL TOOLS/MINOR EQUIPMENT	500	688	500	326	500	-	500	
604.4959.301 AUDITING/ACCOUNTING	4,000	4,086	4,406	4,446	4,406	4,129	4,900	
604.4959.304 LEGAL FEES	5,000	5,568	5,000	970	5,000	3,048	5,000	
604.4959.309 EDP, SOFTWARE & DESIGN	1,000		1,000		1,000	-	1,000	
604.4959.321 TELEPHONE	7,920	9,547	7,920	8,071	10,000	3,486	10,000	
604.4959.325 COMMUNICATION-OTHER	10,500	9,498	10,500	11,933	10,500	3,680	10,500	Web & Postage
604.4959.332 ADMINISTRATOR MEETINGS						343		
604.4959.333 STAFF MEETINGS & CONFERENCES	3,500	5,229	3,500	5,063	3,500	3,693	3,500	Includes JTS-\$2000 (2005-2006)
604.4959.334 MEMBERSHIP DUES AND FEES	40,000	35,307	40,000	23,915	40,000	13,694	40,000	MMUA- \$12000; MMUA \$4000;
604.4959.343 OTHER ADVERTISING		-		1,158		-		CMPAS- \$6000
604.4959.352 GENERAL NOTICE/PUBLIC INFO	150	-	150	-	150	-	150	
604.4959.370 MAINTENANCE/SUPPORT FEES	4,000	4,280	4,000	4,412	4,000	3,878	4,000	
604.4959.400 REPAIRS & MAINTENANCE	550	191	550	-	550	-	550	
604.4959.429 CONSERVATION IMPROVEMENT PR	95,244	82,614	95,244	54,013	95,244	14,859	119,425	
604.4959.430 OTHER SERVICE/CHARGES-MISC.	140,000	137,815	135,000	18,039	135,000	7,622	135,000	sched, Iran agt, res mgmt fees
604.4959.435 Uncollectible/Collection fees		283		-		-		
604.4959.438 CREDIT CARD FEES	5,600	7,661	5,600	9,480	8,200	5,082	10,000	
604.4959.440 PROFESSIONAL SERVICES	7,500	39,054	7,500	1,925	7,500	1,665	7,500	Agency fee, Consultant-Union-3000
604.4959.444 OTHER CONTRACTUAL SERVICES		11,669		5,029		-		Agency fee, Consultant-Union-3000
Operations Subtotal	329,094	354,796	324,500	150,163	329,180	65,759	354,820	
Total ADMINISTRATION & GENERAL:	524,017	503,068	525,923	296,224	526,454	148,609	561,852	

CUSTOMER ACCOUNT	BUDGET		ACTUAL		BUDGET		thru 6/30		PROPOSED	COMMENTS
	2018		2019		2020		ACTUAL			
604.4958.435 UNCOLLECTIBLE ACCOUNTS		-		-		-		-		
604.4958.613 CUSTOMER INTEREST	100	741	100	1,444	800	-		800		
Operations Subtotal	100	741	100	1,444	800	-		800		
Total CUSTOMER ACCOUNT	100	741	100	1,444	800	-		800		
DEPRECIATION										
604.4997.420 DEPRECIATION	130,000	90,172	100,000	85,148	100,000	-		100,000		
604.4997.462 AMORTIZATION EXPENSE		5,138		5,138		-				
Total DEPRECIATION:	130,000	95,309	100,000	90,286	100,000	-		100,000		
OTHER EXPENSE										
Capital Contributions										
604.4999.720 OPERATING TRANSFERS	27,000	27,000	75,000	111,058	70,000	60,000		248,000	St Ltes 65,000 + Tranf to GF	
Total OTHER EXPENSE:	27,000	27,000	75,000	111,058	70,000	60,000		248,000		\$183,000
Total ELECTRIC FUND:	4,057,206	3,709,226	4,167,824	3,233,840	4,268,096	1,448,602		4,610,818		

REVENUES--ELECTRIC FUND

thru 6/30

ELECTRIC FUND		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	PROPOSED	COMMENTS
		2018		2019		2020		2021	
MISCELLANEOUS REVENUE									
604.4957.3347	OTHER FEDERAL GRANT		0		0		0		
604.4957.3483	PROGRAM-OTHER		43		43		0		
604.4957.3612	SPECIAL ASSESS/PEN/INT		149		261		0		
604.3600.3621	INTEREST EARNED	10,000	-2,079	10,000	147,420	10,000	34,160	10,000	
604.3600.3622	RENTS AND ROYALTIES	3,000	9,543	3,000	9,519	3,000	2,934	3,000	
604.3600.3624	MISC REVENUE - REFUNDS	1,000	5,976	1,000	219,201	1,000	166,551	1,000	
604.3600.3626	MONEY MARKET INTEREST	0	91	0	144	0	9	0	
Total MISCELLANEOUS REVENUES		14,000	13,722	14,000	376,586	14,000	203,653	14,000	
PROPRIETARY FUND REVENUES									
604.3700.3735	ELECTRIC ASSESSMENT	4,400	5,565	4,400	4,620	4,400	2,559	4,400	
604.3700.3740	ELECTRIC SALES	3,980,836	3,730,303	3,980,836	3,688,834	3,980,836	1,746,730	3,980,836	2%
604.3700.3742	ELECTRIC SALES-DEMAND	405,000	494,769	405,000	487,366	496,789	217,548	496,789	2%
604.3700.3743	ELECTRIC SALES		0		0		0		
604.3700.3745	CONNECTION/RECONNECTION FEE	4,800	2,150	4,800	4,550	4,800	950	4,800	
604.3700.3746	PENALTIES	40,000	44,000	40,000	42,771	40,000	10,107	40,000	
604.3700.3747	ELECTRIC METER HOOKUP FEE	0	1,845	0	1,760	0	935	0	
604.3700.3748	RECAPTURE/WRITEOFF		0		60		0		
604.957.3749	3.0% CIP	111,463	112,287	111,463	110,440	111,463	51,702	119,425	
604.957.3911	SALES OF FIXED ASSETS		0		4,350		0		
Total PROPRIETARY REVENUES		4,546,499	4,390,919	4,546,499	4,344,751	4,638,288	2,030,530	4,646,250	
OTHER FINANCING SOURCES									
604.3900.3911	SALES OF FIXED ASSETS								
Total OTHER FINANCING SOURCES		-	-	-	-	-	-	-	
Total ELECTRIC FUND		4,560,499	4,404,640	4,560,499	4,721,338	4,652,288	2,234,183	4,660,250	
ELECTRIC EXPENDITURES		4,057,206	3,709,226	4,167,824	3,233,840	4,268,096	1,448,602	4,610,818	
ELECTRIC REVENUES		4,560,499	4,404,640	4,560,499	4,721,338	4,652,288	2,234,183	4,660,250	
CAPITAL EXPENSES		270,000		134,000		103,800		113,800	
GAIN OR LOSS		233,294	695,414	258,675	1,487,498	280,393	785,581	(64,368)	

2021 CAPITAL REQUESTS:

Bucket truck-Yr 4 of4	50,000		Sub Station 2020?
Annual Territory Acquisitions	50,000		Territory (20,000 each 2017 and 2018)
Vehicle- Lease	13,800		(40,000 2019 and 2020)
Mini-Skid Steer		(\$50000 2022)	
	113,800		

EXPENDITURES--LIQUOR STORE		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	thru 6/30 ACTUAL	PROPOSED	COMMENTS
LIQUOR STORE		2018		2019		2020		2021	
609.4151.101	FINANCIAL ADMINISTRATION FULL-TIME EMPLOYEES - REGULA	2,600	2,059	2,600	2,223	2,600	-	2,600	Part of Council Salaries
609.4151.102	FULL-TIME EMPLOYEES - OVERTIME								
609.4151.121	EMPLOYER PERA CONTRIBUTIONS	195	58	195	43	195	-	195	
609.4151.122	EMPLOYER FICA CONTRIBUTIONS	161	128	161	138	161	-	161	
609.4151.123	EMPLOYER MEDICARE CONTRIBU	38	30	38	32	38	-	38	
609.4151.130	EMPLOYER PAID INSURANCE		-		-		-		
	Personnel Subtotal	2,994	2,275	2,994	2,436	2,994	-	2,994	
609.4151.301	AUDITING/ACCOUNTING	4,000	4,086	4,406	4,446	4,406	4,129	4,900	
609.4151.309	EDP, SOFTWARE & DESIGN								
609.4151.430	OTHER SERVICE/CHARGES-MISC.	-	-	-	-	-	-		
609.4151.440	PROFESSIONAL SERVICES								
	Operations Subtotal	4,000	4,086	4,406	4,446	4,406	4,129	4,900	
	Total FINANCIAL ADMINISTRATION	6,994	6,361	7,400	6,882	7,400	4,129	7,894	
MERCHANDISE									
609.4975.210	OPERATING SUPPLIES	2,500	2,539	2,500	2,826	2,500	932	2,500	
609.4975.251	LIQUOR & WINE	419,100	488,617	440,100	490,892	462,100	275,686	351,200	decrease 24%
609.4975.252	BEER	667,800	645,542	701,200	640,917	736,300	322,480	559,600	decrease 24%
609.4975.254	MISC TAXABLES (SOFT DRINKS,ET	15,000	16,373	15,000	17,536	15,000	6,363	15,000	
609.4975.257	ICE	2,000	6,227	2,000	4,358	2,000	1,228	2,000	
609.4975.259	NON-TAX MISC (O.J., ETC) NA BEE	642	440	642	1,128	642	479	642	
609.4975.335	FREIGHT	10,000	10,340	10,000	10,061	10,000	4,991	10,000	
609.4975.343	OTHER ADVERTISING		-		-		-		
609.4975.430	OTHER SERVICE/CHARGES-MISC.	50	240	50	(242)	50	-	50	
609.4975.438	CREDIT CARD FEES	25,000	27,457	25,000	25,463	30,000	16,877	30,000	
609.4975.439	REFUNDS AND DEPOSITS		-		-		-		
	Total MERCHANDISE	1,142,092	1,197,776	1,196,492	1,192,938	1,258,592	629,034	970,992	

thru 6/30

EXPENDITURES		BUDGET	ACTUAL	PROPOSED	ACTUAL	BUDGET	ACTUAL	PROPOSED		
		2018		2019		2020		2021		COMMENTS
LIQUOR STORE										
MANAGER										
609.4976.101	FULL-TIME EMPLOYEES - REGULA	74,000	73,650	75,000	75,073	76,600	38,231	78,500		
609.4976.102	FULL-TIME EMPLOYEES - OVERTIM	-	-	-	-	-	-	-		
609.4976.103	PART-TIME EMPLOYEES		-		-		-			
609.4976.121	EMPLOYER PERA CONTRIBUTIONS	5,550	5,464	5,625	5,599	5,745	2,867	5,888		
609.4976.122	EMPLOYER FICA CONTRIBUTIONS	4,588	4,388	4,650	4,515	4,749	2,312	4,867		
609.4976.123	EMPLOYER MEDICARE CONTRIBU	1,073	1,026	1,088	1,056	1,111	541	1,138		
609.4976.130	EMPLOYER PAID INSURANCE	9,400	9,513	8,500	9,188	9,200	4,769	9,900		
609.4976.131	OPEB OBLIGATION		(1,072)		7,812		-			
	Personnel Services	94,611	92,969	94,863	103,243	97,405	48,720	100,293		
609.4976.150	WORKER'S COMPENSATION	5,000	4,415	5,000	5,799	6,000	6,762	7,100		
609.4976.210	OPERATING SUPPLIES	700	207	700	1,364	700	1,185	1,200		
609.4976.214	UNIFORMS		-		-		-			
609.4976.216	PERIODICALS	40	135	40	120	40	-	40		DCI SUBSCRIPTION
609.4976.240	SMALL TOOLS/MINOR EQUIPMENT	3,600	1,440	3,600	1,068	3,600	556	3,600		\$2,000 for computers
609.4976.304	LEGAL FEES	100	-	100	-	100	-	100		
609.4976.309	EDP, SOFTWARE & DESIGN		-		-		-			
609.4976.321	TELEPHONE	1,900	1,952	1,900	1,686	1,900	969	1,900		PHONES & INTERNET
609.4976.331	TRAVEL	250	-	250	-	250	-	250		
609.4976.333	STAFF MEETINGS & CONFERENCE	900	1,440	900	1,944	900	-	900		
609.4976.334	MEMBERSHIP DUES AND FEES	1,500	1,335	1,500	1,585	1,500	985	1,500		BUYER CARD, BEV ASSN, CHAMBER
609.4976.343	OTHER ADVERTISING	9,000	5,069	9,000	6,452	9,000	653	9,000		
609.4976.351	LEGAL NOTICES PUBLISHING	250	-	250	90	250	-	250		
609.4976.352	GENERAL NOTICE/PUBLIC INFO	25	-	25	-	25	-	25		
609.4976.370	MAINTENANCE/SUPPORT FEES	3,000	2,283	3,000	2,258	3,000	2,438	3,000		BMS and LIQ support
609.4976.430	OTHER SERVICE/CHARGES-MISC.	1,000	581	1,000	192	1,000	119	1,000		GROC, UNEMP, NSF, P CASH, FOOD LIC
609.4976.433	MMUA SAFETY PROGRAM	800	780	1,200	794	1,200	603	1,210		/ALCOHOL , TOBACCO ,SCHOLARSHIP-500
609.4976.439	CASH OVER SHORT		1,093		1,088		136			
609.4976.440	PROFESSIONAL SERVICES	525	540	525	540	525	570	525		INS AGENCY
609.4976.444	OTHER CONTRACTUAL SERVICES		-		-		-			
	Operations Subtotal	28,590	21,269	28,990	24,981	29,990	14,975	31,600		
Total MANAGER		123,201	114,238	123,853	128,224	127,395	63,696	131,893		

EXPENDITURES	BUDGET	ACTUAL	PROPOSED	ACTUAL	thru 6/30		PROPOSED	COMMENTS
					2018	2019		
LIQUOR STORE								
CASHIERS								
609.4977.101 FULL-TIME EMPLOYEES - REGULA	44,000	39,624	44,000	40,758	44,000	19,507	44,000	
609.4977.102 FULL-TIME EMPLOYEES - OVERTIME		-		-		-		
609.4977.103 PART-TIME EMPLOYEES	35,200	40,823	40,000	42,667	42,000	21,379	45,000	
609.4977.121 EMPLOYER PERA CONTRIBUTIONS	5,940	4,705	6,300	11,659	6,450	2,976	6,675	
609.4977.122 EMPLOYER FICA CONTRIBUTIONS	4,910	4,708	5,208	4,868	5,332	2,406	5,518	
609.4977.123 EMPLOYER MEDICARE CONTRIBU	1,148	1,101	1,218	1,139	1,247	563	1,291	
609.4977.130 EMPLOYER PAID INSURANCE	18,000	16,413	19,000	19,175	19,600	10,027	21,400	
609.4977.131 OPEB OBLIGATION		-		-		-		
UNEMPLOYMENT BENEFIT	-	-	-	-	-	-	-	
Personnel Subtotal	109,199	107,375	115,726	120,266	118,629	56,858	123,884	
609.4977.160 LIABILITY INSURANCE	40	45	40	46	40	32	45	
609.4977.333 STAFF MEETINGS & CONFERENCE	300	20	300	120	300	-	300	TRADE SHOW
609.4977.334 MEMBERSHIP DUES AND FEES	50	-	50	-	50	-	50	
Operations Total	390	65	390	166	390	32	395	
Total CASHIERS	109,589	107,441	116,116	120,432	119,019	56,891	124,279	
JANITOR								
609.4978.210 OPERATING SUPPLIES	600	769	600	815	900	166	900	
Total JANITOR:	600	769	600	815	900	166	900	
BUILDINGS & MAINTENANCE								
609.4979.220 REPAIR/MAINTENANCE SUPPLIES	100	12	100	107	100	160	100	
609.4979.240 SMALL TOOLS/MINOR EQUIPMENT	1,000	519	1,000	2,256	1,000	-	1,000	
609.4979.360 INSURANCE	4,500	4,024	4,500	4,203	4,500	3,832	4,850	
609.4979.380 UTILITY SERVICES	12,500	11,868	12,500	11,774	12,500	4,061	12,500	
609.4979.400 REPAIRS & MAINTENANCE	11,000	2,225	21,000	4,409	11,000	434	11,000	
609.4979.410 RENTALS	750	1,805	750	2,368	750	1,290	750	
Total BUILDING MAINTENANCE	29,850	20,454	39,850	25,117	29,850	9,776	30,200	

DEPRECIATION

609.4997.420 DEPRECIATION	13,000	5,268	13,000	2,856	13,000	-	13,000
Total DEPRECIATION	13,000	5,268	13,000	2,856	13,000	-	13,000

OTHER EXPENSE

609.xxxx.580					-		
609.4999.720 OPERATING TRANSFERS	16,000	16,000	16,000	16,000	16,000	-	16,000
Total OTHER EXPENSE	16,000	16,000	16,000	16,000	16,000	-	16,000

Total LIQUOR FUND EXPENDITURES	1,441,326	1,468,306	1,513,310	1,493,264	1,572,156	763,692	1,295,157
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REVENUES--LIQUOR STORE LIQUOR FUND					thru 6/30		PROPOSED 2021	COMMENTS
	PROPOSED 2018	ACTUAL	BUDGET 2019	ACTUAL	BUDGET 2020	ACTUAL		
MISCELLANEOUS REVENUES								
609.4151.3621 INTEREST EARNED	3,000	(1,142)	3,000	34,262	3,000	4,024	3,000	
609.4151.3624 MISC REVENUE - REFUNDS	250	-	250	52	250	-	250	INS DIV, CK FEES, TASTING CKS
609.4151.3626 MONEY MARKET INTEREST		52		0		7		
Total MISCELLANEOUS REVENUES:	3,250	(1,090)	3,250	34,314	3,250	4,031	3,250	
PROPRIETARY FUND REVENUES								
609.4975.3781 SALES - LIQUOR	401,700	494,158	422,000	496,880	443,000	278,240	336,680	decrease 24%
609.4975.3782 SALES - BEER	860,600	783,974	904,000	757,563	949,200	408,080	721,400	decrease 24%
609.4975.3783 SALES - WINE	185,500	247,997	195,000	262,675	204,750	149,190	155,600	decrease 24%
609.4975.3784 SALES - MISC. TAXABLE	22,000	23,388	22,000	26,608	22,000	11,728	22,000	
609.4975.3786 SALES - NON-TAXABLE	5,215	9,156	5,215	9,193	5,215	3,150	5,215	
609.4975.3794 CASH OVER		1,250		1,270		328		
Total PROPRIETARY FUND REVENUES:	1,475,015	1,559,924	1,548,215	1,554,189	1,624,165	850,716	1,240,895	
 Total LIQUOR FUND REVENUES:	 1,478,265	 1,558,833	 1,551,465	 1,588,503	 1,627,415	 854,746	 1,244,145	

TOTAL REVENUES	1,478,265	1,558,833	1,551,465	1,588,503	1,627,415	854,746	1,244,145
TOTAL EXPENDITURES	1,425,326	1,452,306	1,497,310	1,477,264	1,556,156	763,692	1,279,157
CAPITAL	6,000	0	6,000	0	0		0
NET INCOME BEFORE TRANSFERS	46,939	106,528	48,155	111,239	71,259	91,054	-35,012
TRANSFERS	16,000	16,000	16,000	16,000	16,000		16,000
GAIN OR LOSS	30,939	90,528	32,155	95,239	55,259	91,054	-51,012

2021 CAPITAL REQUESTS:

Total 0

EXPENDITURES--STORM SEWER

	BUDGET		ACTUAL		BUDGET		ACTUAL		PROPOSED	COMMENTS
	2018		2019		2020		2021			
605.4710.601	BOND PRINCIPAL	47,634	0	114,451	0	115,261	115,261	116,424	116,424	W Main/6th and 11th NE/16TH
605.4710.611	BOND INTEREST	33,550	31,734	30,324	29,452	28,193	14,639	25,988	25,988	
605.4710.620	PAYING AGENT FEES		347		347		0	0	0	
605.4710.621	BOND ISSUANCE COSTS		0		0		0	0	0	
Total DEBT SERVICE		81,184	32,081	144,775	29,798	143,454	129,900	142,412	142,412	
DISTRIBUTION										
605.4963.101	FULL-TIME EMPLOYEES - REGULAR	31,000	30,422	31,000	29,885	36,200	12,945	45,000	45,000	
605.4643.102	FULL-TIME EMPLOYEES - OVERTIME		0		0		0	0	0	
605.4963.103	PART-TIME EMPLOYEES	3,000	0	7,475	1,068	7,475	0	0	0	
605.4963.121	EMPLOYER PERA CONTRIBUTIONS	2,325	-54	2,325	1,079	2,715	971	3,375	3,375	
605.4963.122	EMPLOYER FICA CONTRIBUTIONS	2,108	1,730	2,385	1,806	2,708	753	2,790	2,790	
605.4963.123	EMPLOYER MEDICARE CONTRIBUTIONS	450	405	450	422	525	176	653	653	
605.4963.124	SICK CONVERSION		0		0		0	0	0	
605.4963.130	EMPLOYER PAID INSURANCE	8,600	7,227	7,500	7,765	9,900	4,076	15,000	15,000	
605.4963.131	OPEB OBLIGATION		-358		1,631		0	0	0	
Personnel Subtotal		47,483	39,372	51,135	43,657	59,523	18,921	66,818	66,818	
605.4963.210	OPERATING SUPPLIES	7,000	3,670	7,000	3,366	7,000	1,120	5,000	5,000	Diesel
605.4963.214	UNIFORMS	280	0	280	0	280	0	280	280	
605.4963.220	REPAIR/MAINTENANCE SUPPLIES	30,500	3,830	20,500	1,477	20,500	442	10,500	10,500	
605.4963.240	SMALL TOOLS/MINOR EQUIPMENT	500	12	500	500	500	87	500	500	
605.4963.303	ENGINEERING FEES		0		0	162,000	0	162,000	162,000	I/I program
605.4963.304	LEGAL FEES		0		0		44	0	44	
605.4963.325	COMMUNICATION-OTHER	5,000	4,745	5,000	5,786	5,000	1,758	5,000	5,000	
605.4963.331	TRAVEL	100	0	100	0	100	0	0	0	
605.4963.360	INSURANCE	800	701	800	745	800	586	820	820	
605.4963.370	MAINTENANCE & SUPPORT FEES	1,700	1,174	1,700	1,199	1,700	927	1,700	1,700	
605.4963.400	REPAIRS & MAINTENANCE	25,000	8,583	35,000	14,584	35,000	1,514	30,000	30,000	
605.4963.410	RENTALS		2		861		8	500	500	
605.4963.420	DEPRECIATION		0		259		0	0	0	
605.4963.430	OTHER SERVICE/CHARGES	75	181	75	11	75	12	100	100	
605.4963.433	MMUA SAFETY PROGRAM	4,050	3,290	4,750	3,323	4,750	2,462	4,820	4,820	
605.4963.435	UNCOLLECTIBLE		0		68		0	0	0	
605.4963.440	PROFESSIONAL SERVICES	5,000	0	5,000	0	5,000	0	0	0	
605.4963.444	OTHER CONTRACTUAL SERVICES		0		0		60	0	60	
Operations Subtotal		80,005	26,188	80,705	32,178	242,705	9,019	221,220	221,220	
Total STORM WATER		127,488	65,559	131,840	75,835	302,228	27,940	288,038	288,038	

thru 6/30

ADMINISTRATION								
605.4964.101	FULL-TIME EMPLOYEES - REGULAR	19,500	15,380	19,500	15,209	19,500	8,778	19,600
605.4964.102	FULL-TIME EMPLOYEES - OVERTIME		7		0		4	
605.4964.103	PART-TIME EMPLOYEES	0	0	0	0	0	0	0
605.4964.121	EMPLOYER PERA CONTRIBUTIONS	1,463	1,143	1,463	1,103	1,463	659	1,470
605.4964.122	EMPLOYER FICA CONTRIBUTIONS	1,209	891	1,209	882	1,209	519	1,215
605.4964.123	EMPLOYER MEDICARE CONTRIBUTIONS	283	208	283	206	283	121	284
605.4964.124	SICK CONVERSION		0					
605.4964.130	EMPLOYER PAID INSURANCE	3,400	2,249	3,000	2,405	3,000	1,303	3,700
605.4964.131	OPEB OBLIGATION		0		0		0	
	Personnel Subtotal	25,854	19,879	25,454	19,805	25,454	11,384	26,269
605.4964.150	WORKER'S COMPENSATION	5,600	1,335	5,600	3,368	4,000	2,490	2,650
605.4964.210	OPERATING SUPPLIES	700	35	700	98	700	62	700
605.4964.240	SMALL TOOLS/MINOR EQUIP		340		0		0	
605.4964.301	AUDITING/ACCOUNTING	900	908	980	988	980	918	1,100
605.4964.303	ENGINEERING FEES	5,000	0	5,000	0	5,000	0	5,000
605.4964.304	LEGAL FEES				29		218	
605.4964.309	EDP, SOFTWARE & DESIGN		0		0		0	500
605.4964.333	STAFF MEETINGS & CONFERENCES	300	0	300		300	0	300
605.4964.343	OTHER ADVERTISING				248		0	
605.4964.370	MAINTENANCE/SUPPORT FEES	450	122	450	141	450	139	450
605.4964.400	REPAIRS & MAINTENANCE		71		0		0	
605.4964.430	OTHER SERVICE/CHARGES	200	250	200	305	200	45	200
605.4964.438	CREDIT CARD FEES	2,800	3,649	2,800	4,255	4,100	2,273	4,700
605.4964.440	PROFESSIONAL SERVICES	725	1,540	725	1,540	725	1,570	725
605.4964.444	OTHER CONTRACTUAL SERVICES		1,967		838		0	
	Operations Subtotal	16,675	10,217	16,755	11,810	16,455	7,715	16,325
	Total ADMINISTRATION	42,529	30,096	42,209	31,615	41,909	19,098	42,594
	DEPRECIATION							
605.4997.420	DEPRECIATION		92,811		101,813		0	
605.4997.625	AMORTIZATION		-1,097		-1,097		0	
605.4997.630	BOND DISCOUNT PAID		0		0		0	
	Total DEPRECIATION	0	91,714	0	100,716	0	0	0
605.4999.720	Operating Transfers	0	77,698	0	0	0	0	0
	TOTAL STORM WATER EXPENSES	251,201	297,148	318,824	237,964	487,591	176,938	473,044

REVENUES--STORM WATER

STORM WATER FUND	2018		BUDGET 2019	ACTUAL	thru 6/30		PROPOSED 2021	COMMENTS
					BUDGET 2020	ACTUAL		
MISCELLANEOUS REVENUES								
605.4963.3340		-		-		-		
605.4963.3613	-	-	-	-	-	-	-	
605.4963.3621	3000	14137	3000	41802	3000	4063	3000	
605.4963.3624				50000		0		
605.4963.3625								
605.4963.3626		53		651		7		
Total MISCELLANEOUS REVENUES	3000	14189.84	3000	92453.23	3000	4069.76	3000	
PROPRIETARY FUND REVENUES								
605.4963.3720	428,000	435,686	432,280	447,456	436,600	228,163	445,000	14.8 to 15.00
605.4963.3746	2,200	4,284	2,200	4,405	2,200	1,239	2,200	
		-		-		-		
605.4963.3921		-		-		-		
605.4963.3990		160,289		-		-		
Total PROPRIETARY REVENUES	430200	600258.8	434480	451860.36	438800	229401.77	447200	
Storm Expenses	251,201	297,148	318,824	237,964	487,591	176,938	473,044	
Storm Revenues	433,200	614,449	437,480	544,314	441,800	233,472	450,200	
Capital Expenses	12,500		65,000		0		0	
GAIN OR LOSS	169,499	317,301	53,656	306,350	(45,791)	56,533	(22,844)	

2021 CAPITAL REQUESTS:

	MS4 reserve	2013	10000
		2014	10000
		2015-2020	30000 \$5000/yr
			<u>50000</u>
			0

EXPENDITURES

ICE ARENA		BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	thru 6/30 ACTUAL	PROPOSED	COMMENTS
		2018		2019		2020		2021	
606.4516.101	FULL-TIME EMPLOYEES -	93,000	91,029	96,500	97,967	95,300	49,354	97,500	
606.4516.102	FULL-TIME EMPLOYEES - OVERTIME		-	-	-	-	-	-	
606.4516.103	PART-TIME EMPLOYEES	40,100	41,328	48,000	42,181	48,000	12,411	45,000	
606.4516.121	EMPLOYER PERA CONTR	9,000	8,298	9,000	8,271	9,000	4,022	7,313	
606.4516.122	EMPLOYER FICA CONTRIB	8,252	7,840	8,959	8,275	8,885	3,680	8,835	
606.4516.123	EMPLOYER MEDICARE CO	1,349	1,833	1,400	1,935	1,383	861	2,066	
606.4516.130	EMPLOYER PAID INSURAN	20,000	16,841	23,000	19,714	23,000	10,287	21,700	
606.4516.142	UNEMPLOYMENT BENEFIT		-		(172)		-		
Personnel Subtotal		171,701	167,168	186,859	178,172	185,567	80,615	182,414	
606.4516.150	WORKER'S COMPENSATION	3,500	1,901	3,500	4,388	4,800	4,861	4,800	
606.4516.210	OPERATING SUPPLIES	4,000	8,610	4,000	1,294	4,000	1,835	4,000	
606.4516.214	UNIFORMS	950	-	600	-	600	-	600	
606.4516.220	REPAIR/MAINTENANCE SUP	7,500	4,659	7,500	5,861	7,500	2,995	7,500	
606.4516.240	SMALL TOOLS/MINOR EQUI	1,000	173	1,000	130	1,000	209	1,000	
606.4516.261	MERCH FOR RESALE- TAX	2,000	1,793	2,000	772	2,000	143	1,000	
606.4516.301	AUDITING/ACCOUNTING	900	900	900	900	900	860	900	
606.4516.309	EDP, SOFTWARE, DESIGN	-	-	-	-	-	-	-	
606.4516.321	TELEPHONE	3,200	3,295	3,200	3,118	3,500	1,275	3,500	
606.4516.333	STAFF MEETINGS & CONF	1,000	-	1,000	-	1,000	-	1,000	Refrig
606.4516.334	MEMBERSHIP DUES AND	400	259	400	276	400	315	400	MIAMA, Star
606.4516.343	OTHER ADVERTISING	200	183	200	155	200	84	200	
606.4516.370	MAINTENANCE/SUPPORT	2,400	1,325	2,400	1,339	1,800	914	1,800	Message center contract fees
606.4516.380	UTILITIES	54,000	80,814	76,000	76,473	76,000	25,225	76,000	Use 45000 x .80 x 1.5 (20% energy savings?)
606.4516.400	REPAIRS & MAINTENANCE	22,500	14,948	22,500	37,565	22,500	20,808	22,500	new multiplier
606.4516.430	OTHER SERVICE/CHARGE	2,000	8,632	2,000	1,333	2,000	653	2,000	Weed control/garbage/sprinkler
606.4516.433	MMUA SAFETY	1,010	875	1,010	794	1,010	603	1,210	
606.4516.440	PROFESSIONAL SERVICE	500	-	500	-	500	-	500	Alarm
606.4516.444	OTHER CONTRACTUAL SE		594		8,574	10,000	-	8,500	\$8500 to fair board 2019-2023
606.4516.530	IMPROVE OTHER THAN B		-		-	-	-	-	Yr 3 of 10- R22 replacement
606.4516.580	OTHER EQUIP		-		-		-		
Operations Subtotal		107,060	128,962	128,710	142,970	139,710	60,780	137,410	
Total ICE ARENA		278,761	296,130	315,569	321,141	325,277	141,394	319,824	

REVENUES

		thru 6/30						
ICE ARENA		BUDGET 2018	ACTUAL	BUDGET 2019	ACTUAL	BUDGET 2020	ACTUAL	PROPOSED 2021
606.4516.3349	MISC STATE GRANT		0		0		0	
606.4516.3450	SCHOOL/YOUTH ICE REN	200,000	237,126	200,000	228,227	200,000	63,356	230,000
606.4516.3451	LEAGUE HOCKEY	49,000	41,662	79,000	46,602	54,000	16,609	50,000
606.4516.3452	PUBLIC SKATE	2,500	2,523	2,500	1,473	2,500	911	1,500
606.4516.3453	OPEN HOCKEY/ICE TIME	5,000	2,742	5,000	6,435	5,000	708	5,000
606.4516.3454	LEASED SIGN REVENUE	1,000	1,445	3,500	-	1,500	-	1,500
606.4516.3455	CONCESSION RENTS	2,516	4,531	2,516	2,858	2,516	2,820	2,516
606.4516.3456	POP AND GUMBALL SALE	3,000	2,047	3,000	1,585	3,000	373	2,000
606.4516.3457	SKATE RENTS/SHARPENI	1,500	848	1,500	322	1,000	73	500
606.4516.3458	PRO SHOP SALES	200	207	200	95	200	17	200
606.4516.3623	CONTRIBUTIONS AND DO	-	-	-	-	-	-	-
606.4516.3624	MISC REVENUE-REFUNDS	-	3,000	-	3,001	-	(0)	3,000
	Transfer from other funds		-		55,544		-	-
Total ICE ARENA		264,716	296,130	297,216	346,141	269,716	84,867	296,216

Arena Expenses	278,761	296,130	315,569	321,141	325,277	141,394	319,824
Arena Revenues	264,716	296,130	297,216	346,141	269,716	84,867	296,216
Capital Expenses	100000		0		0		0
GAIN OR LOSS	(114,045)	0	(18,353)	25,000	(55,561)	(56,527)	(23,608)

2021 CAPITAL REQUESTS:

phones???	-
cameras????	-
Refrigerant	25,000
Yr 2 of 10 for City Bill for refrigerant	(25,000) 1/2 from City and 1/2 from County
Yr 3 of 10 for Co	-

2019- refrigerant

10 years at \$25,000

**CITY OF KASSON
RESOLUTION #9.X-20**

**RESOLUTION APPROVING PRELIMINARY 2020 TAX LEVY,
COLLECTIBLE IN 2021**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KASSON,
COUNTY OF DODGE, MINNESOTA,** that the following sums of money be levied for the current year, collectible in 2021, upon taxable property in the City of Kasson, for the following purposes:

General Fund	\$2,419,749
Library Fund	\$ 361,126
Economic Development Fund	\$ 87,723
Community Policing	\$ 0
Total General Government Levy	\$2,868,598
Special Levy:	
Total Debt Service Levy	\$ 748,329
Fire Relief Levy	\$ 421
Tax Abatement Levy	\$ 25,897
Total Levy	\$3,643,245

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Dodge County, Minnesota.

Adopted this 23rd day of September, 2020.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

The motion for the adoption of the foregoing resolution was made by Council Member _____ and duly seconded by Council Member _____. Upon a vote being taken, the following members voted in favor thereof: _____. Those against same: _____.

REQUEST FOR COUNCIL ACTION

Meeting 9-23-20

Date: 9-18-20

AGENDA SECTION: G.2 Old Business	ORIGINATING DEPT: Admin
ITEM DESCRIPTION: Ordinance Establishing Salaries of Mayor and Council Members	PREPARED BY: Linda Rappe

After being asked to look at Council Salaries and make a provision for meetings that last all day or most of the day. I have looked at the original ordinance and added the last sentence in Sec 30.016 (c) "If a meeting lasts more than 4 hours members will be compensated at \$25 per hour for the length of the entire meeting."

COUNCIL ACTION REQUESTED:

Consideration of the amended ordinance and motion to approve.

ORDINANCE NO. 878

**“AN ORDINANCE ESTABLISHING THE
SALARIES OF THE MAYOR AND COUNCIL MEMBERS”**

The City Council of the City of Kasson, Minnesota hereby ordains:

That section 30.016 of the Kasson Code of Ordinances is hereby amended to read as follows:

Sec 30.016 Salaries of Mayor and Council Members. Salaries of the Mayor and Council Members are hereby fixed as follows:

- (a) The annual salary of the Mayor shall be \$4,000.00.
- (b) The annual salary of each member of the Council (other than the Mayor) shall be \$3,000.00.
- (c) Council members shall be compensated at the rate of \$35.00 per meeting for up to 36 meetings January through June and up to 36 meeting July through December when acting at any meeting as the official designee of the Kasson City Council, excluding the two regularly scheduled council meetings. If a meeting lasts more than 4 hours members will be compensated at \$25 per hour for the length of the entire meeting.
- (d) The salaries provided herein shall be effective January 1, 2021.

Passed and adopted this 23rd day of September, 2020.

Chris McKern, Mayor

ATTEST:

Linda Rappe, City Clerk

Motion approving adoption of the Ordinance made by --, second by --. Ayes: -- Nays: --.

Published in the Dodge County Independent this ___ Day of ___, 2020.



CITY OF KASSON, MN PROPOSED SERVICES

 WWW.ICS-BUILDS.COM

The ICS team will work with the City of Kasson through each phase of this project. **Our streamlined approach will afford the best result for the City's project.**



Initial Planning Phase

- Our team will first conduct a series of listening sessions, stakeholder input sessions, and meetings to further identify the City's facility, programmatic, and space needs
- Once the City's needs are identified, our team will work through the solutioning process and identify potential concepts that best meet the City's needs.
- Once a potential solution has been identified, our team would work to identify viable sites to fit the project's needs.
- Our team would begin preparing preliminary budgets for this project.
- Our team is exceptionally skilled in identifying various funding strategies and would look at all options to provide the best value for this project.



Project Development Phase

- Once the project is deemed viable, our team would work on project development services including architectural, engineering, site testing, soil borings, detailed cost estimates, etc.

Project Costs

To show our commitment to the City of Kasson's project, ICS would work with the City at our own cost for the initial planning phase until a viable project is determined.

If the project is deemed viable and ICS continues to work with the City, specific project development costs would start to incur such as architectural, engineering, site testing, soil borings, detailed cost estimates, etc. At that point, the ICS team would provide a formal project development agreement to the City for review, negotiation, and approval. In some cases, our team has agreed to take on a portion of the project development costs and delay passing them on to our clients until appropriate financing is in place.

If this project is deemed viable and the City decides to move forward without ICS's involvement, ICS's compensation would be a lump-sum of \$10,000 for time and expenses incurred through the initial planning phase of the project. This would be considered a "walk-away" fee that would be charged to the City in the event that ICS is not chosen after the initial planning process.



OUR EXPERIENCE WITH CITIES AND COUNTIES



City of Grand Rapids

Tom Pagel
City Administrator
Grand Rapids, MN
218.326.7626

Steele County

Scott Golberg
County Administrator
Owatonna, MN
507.444.7400



Olmsted County

Matt Miller
Director of Facilities
Rochester, MN
507.328.6722

Nobles County

Tom Johnson
County Administrator
Worthington, MN
507.295.5201



City of Owatonna

Kris Busse
City Administrator
Owatonna, MN
507.774.7341

City of Columbia Heights

Kevin Hansen
Public Works Director
Columbia Heights, MN
763.706.3705



Anoka County

Andrew Dykstra
Dir. of Facilities
Anoka, MN
763.324.1300

City of Forest Lake

Aaron Parrish
City Administrator
Forest Lake, MN
651.464.3550



Contact Us

Mike Piper, Principal | mike.piper@ics-builds.com | 952.715.0866



CITY OF KASSON — PROPOSED SERVICES

PROGRAMMING / SPACE NEEDS ANALYSIS

Our team will meet with the department and staff as required to review current space usage, deficiencies, and projected growth. A space program will be developed that details existing space need and projected space needs for the next 20 years.

- Conduct stakeholder/department interviews to confirm individual space program needs, support space requirements, area adjacency requirements, security concerns, future expansion accommodations, etc.
 - Stakeholder/department interviews shall include, but are not limited to, meeting with respective representatives for the Fire Department, Police Department, ambulance services, and city hall staff.
- Prepare conceptual “bubble diagram” options for new plans showing global space needs and adjacencies.

CONCEPTUAL DESIGN AND BUDGET

- Prepare a conceptual site plan diagram using aerial photos/maps to evaluate potential building expansion locations/orientation, utility service impacts and parking/circulation impacts.
- Develop multiple conceptual budgets for proposed building options based on the Space Needs Analysis and conceptual designs
- Project cost estimates will be developed for options developed. Estimates will include all known costs required to develop a completed project.
- Begin development of Guaranteed Maximum Price.

GIS STATION LOCATION STUDY (OPTIONAL)

- Using GIS mapping to create response time polygons based on 3-5 years of past National Fire Incident Reporting System (NFIRS) data.
- Ability of the department to meet National Fire Protection Association (NFPA) 1710 (Career) or 1720 (Volunteer) requirements.
- City’s comprehensive plan and planned future growth.
- Insurance Services Office (ISO) rating of the city.
- Other potential issues specific to the community (railroads, rivers, highways, etc.)

WHAT WILL THE CITY OF KASSON RECEIVE?

- Conceptual budget
- Conceptual design
- One electronic copy and four hard copies of the completed study
- Presentation of findings to City Council or other governing body
- Potential sites (optional)

PROJECT COST

A. Program / Space Needs Analysis	\$10,000
B. Station Location GIS Analysis (Optional)	\$7,500

Other Considerations in project cost:

- “B” is optional so the client can determine if they would like to move forward to look at potential sites depending on the proposed conceptual budgets.
- If the project moves forward with the Market & Johnson and Five Bugles Design team you will receive a credit back of \$5,000
- If the project moves forward with a different team, we would be reimbursed the full price of the study
- If the project does not move forward, we will take the loss.
- We recommend reimbursable expenses of \$500 to include travel related expenses and printing.
- Document reproduction for bidding and construction is not included in this fee and will be handled as a reimbursable expense.
- Should Market & Johnson and Five Bugles Design be required to perform additional services beyond those outlined above, Market & Johnson and Five Bugles Design shall be compensated on an hourly or fixed sum basis for a mutually agreed scope of services.
- Our fee and schedule proposal are valid for 60 days. If we do not receive a signed notice to proceed before that date, we reserve the right to re-evaluate our proposal.





CITY OF KASSON

EXCLUSIONS / ASSUMPTIONS

The following services are excluded from this proposal:

- Any and all work not specifically included in the above “scope of work” is excluded.
- Hazardous materials sampling and abatement design.
- Architectural, Structural, Mechanical and Electrical engineering services are not included in this proposal, if it is determined that these services are required on the project, the services can be furnished upon a supplemental agreement.
- Survey, soil borings, commissioning and construction testing are not included in this proposal, if it is determined that these services are required on the project, the services can be furnished upon a supplemental agreement.
- Environmental issues (including, but not limited to the presence of asbestos and lead) will be addressed by others.

OPINION OF PROBABLE CONSTRUCTION COST

- Market & Johnson will provide all costing information.

PROPOSED SCHEDULE

- We anticipate a 30-60 day turn-around of deliverables of the space needs study upon receipt of this signed contract.
- We anticipate a 60-90 day turn-around of deliverables of the GIS study upon receipt of this signed contract pending receipt of required GIS and other data.



We know the value each player brings to the table, so we put a lot of thought on building the right team to ensure your project's goals and expectations are not only met, but exceeded!



Target Parcel
- 20 acres
- 15 acres w/pipeline constraint
- PID# 240280504

Access Road #1

Access Road #2

NNG Pipeline

3 phase line

Xcel Substation





To: City Council

Date: 9/23/2020

Agenda Heading: City Administrator's Report

“Happily, we bask in this warm September sun,
Which illuminates all creatures...”

— **Henry David Thoreau**

- **State Revenues Exceed Forecast for First Two Months of Fiscal Year.** As cities prepare to set their preliminary budgets and property tax levies for 2021, the state released some positive budget news on Sept. 10 with the monthly revenue memo for August. According to Minnesota Management and Budget, net general fund revenues for the state totaled \$1.571 billion for the month of August, which is \$202 million (14.8%) more than projected in the May Interim Budget Projection.

The May Interim Budget Projection, which was prepared to begin to analyze the economic impacts of the pandemic, indicated the state would end the current biennium on June 30, 2021, with a deficit of roughly \$2.426 billion. In that projection, state general fund revenues were expected to be \$3.611 billion lower than what was projected in the February 2020 Budget and Economic Forecast. The state's \$2.359 billion budget reserve remains available to mitigate the budgetary impact of the crisis and would have to be depleted before unallotment reductions in state appropriations could be implemented.

- **New 5-year Plan.** I have asked the PWD and City Engineer to prepare a new 5-year plan for CIP including street reconstructions and utility improvements. Our previous plan culminated with the completion of 16th Street to the east. The primary objective is to see where negative street conditions coincide with utility breaks and undersized storm sewer. Additionally, the Water Tower Expansion project will be a part of this consideration. Overall, a certain amount of operational budget can be used for supplementing our debt levy and this should allow the overall budget needs to remain relatively flat. With regular growth that we are seeing, I expect the tax rates to remain generally stable for the next 2 years. As the ZED facility comes online, it should support additional growth and the current lot count projections also can be seen as a positive. If you have input or residents have questions about their street, please let me know and we can take a look at it.
- **Preliminary Levy and Budget.** Nancy and I have taken the feedback from the Council and prepared a budget which should meet many of the targets that have been set. My goal is to keep the tax rate as low as possible without neglecting the services that our residents have come to expect. Its clear that there are many needs and we will not be able get everything that everyone wants. This is a fiscal impossibility, however that vast majority of services will be maintained pending a change in fiscal outcomes at the State of MN. One key concern is the status of the wall project, absent

substantial private investment, its costs will be borne by the taxpayers, which for many seems rather unpalatable. However, there are some options and if a certain amount of funding could be realized privately, it might make the project easier to support. In addition, the City will not be receiving healthcare costing until later this fall. If our estimate is high it should allow us to come under budget in that area.

- **Fourth Special Session Concludes Without Bonding.** Lawmakers did not take up a bonding bill, which is needed to fund essential city projects, but they could return later this month to act on such a bill. The Legislature did not pass any new chapters of law before adjourning sine die after about four hours. The Senate, however, took up and rejected the confirmation of one of Gov. Tim Walz's cabinet members, Department of Commerce Commissioner Steve Kelley. This means Commissioner Kelley must leave his position, just as former Department of Labor and Industry Commissioner Nancy Leppink did after the Senate denied her confirmation in August.

The timing was poor for lawmakers to take up a bonding bill during the session. According to Minnesota Management and Budget (MMB), the soonest the state could pass a bonding bill is Sept. 21. Senate Majority Leader Paul Gazelka (R-Nisswa) and Gov. Walz have both publicly stated they would like to pass a bonding bill in 2020. At the end of the fourth special session, Sen. Gazelka announced his desire to have Gov. Walz call a special session for Sept. 21 for this purpose. Passage of a bonding bill requires a supermajority (three-fifths) of votes in the House and Senate. It is not clear if leaders in both bodies have the votes to pass a bonding bill. This will be a determining factor in whether to hold a special session on Sept. 21. The next likely special session date beyond Sept. 21 will be on or around October 11 unless the governor opts to allow the peacetime emergency to expire.

- **Facility Upgrade Proposals.** The Council requested more information on the next steps to be taken. I communicated with both firms to ask what a design/planning phase would cost. Contained in your packet is their reply. Advancing on this project is something the Council has indicated that it is interested. However, by taking this in steps, it allows us to stop the project at various intervals if deemed vital and judicious. I believe it is a good idea to finalize the discussion at our meeting if possible and allow us to move forward. However, if the Council has other concerns, we certainly can pause this project for now.
- **First CARES Act Reimbursement Request.** Staff prepared and submitted our first payment report to the State. Nancy indicated that it went smoothly and was actually under the preliminary budgeted amount. We are preparing contingency plans to use the funding if our costs continue to fall under the budgeted amounts.
- **City Hall Facility Modification Moving Forward.** One of the approved projects that is moving forward is the facility upgrades that the Council requested for the former police garage. Linda, our City Clerk, is leading the working group and will be facilitating a Pre-Con meeting next week. Right now, we anticipate work to begin in early October and the facility should be ready for use by the beginning of January. This is a huge upgrade and will allow us to socially distance properly, have more in-person attendees, and provide for greater distance integration as it proves necessary. Thanks to Linda for working on this project and to all of the contractors and vendors.

Meetings and Events Attended or Planned

September 17	City Engineer Phil Hoey/Hy-Vee
September 18	Library Facility Review Gordon Simonton-County Solar Project Budget and Rate Review
September 21	CMPAS Review
September 22	CEDA Kathy O'Malley-old school proposal
September 23	Preliminary Levy Hearing Regular Council



TREE
CITY
USA

CITY OF
KASSON

401 FIFTH STREET SE
KASSON, MINNESOTA 55944-2204
PHONE: (507) 634-7071
FAX: (507) 634-4737

September 15, 2020

TO: JOHN DOE
Inspection for building at 1234 SAMPLE ST NW
Login: SAMPLE
Password (case sensitive): SAMPLE

RE: City Wide Sump Pump and Lateral Inspection Program -**MEETING AND INSPECTION INVITE**

The City of Kasson's Chapter 53 of the Code of Ordinances prohibits the discharge of clear water into the sanitary sewer system. Clear water from any roof, surface, ground, sump pump, footing drain, swimming pool, seepage collection system ("beaver system"), or other natural precipitation is prohibited from discharging or draining into the sanitary sewer.

The City will be conducting mandatory sump pump and lateral inspections to verify that sump pumps, roof drains, footing drains, and other clear water sources are not connected to the sanitary sewer system. All inspections will likely take place in 2020 to 2022. The engineering firm, WHKS & Co., is coordinating this program and will serve as Project consultant.

Property Owners Must Schedule a Mandatory Sump Pump Inspection.

Per ordinance, within 90 days you must schedule an inspection to avoid a \$100/month surcharge on your sewer bill. For fairness to all residents, inspection of all buildings with a sewer account is mandatory even if the building does not have a basement or sump pump.

Please visit KassonSump.com to schedule an inspection. Your login and password to schedule an appointment are printed at the top of this letter. You can also contact WHKS & Co. toll-free at (855) 440-4005 between 8am–5pm on Monday–Thursday, 8am–12pm on Friday, to schedule an appointment. If calling after hours please leave a message with your name and phone number and they will return your call the next business day. Your property is set for a **sump pump inspection only** because it was built in or after the year 2000. Typical inspections are completed in 15 minutes.

The City will host three public informational meetings to discuss the need for the program, the scheduling of inspections, proper connections, and other miscellaneous items. Meeting attendance is not required. Each meeting will have the same information, no need to attend more than one. The meetings will be:

- Wednesday, September 30, 2020 at 10:00 am Broadcast via www.zoom.us
 - Meeting ID: 826 4463 8862 Passcode: 449390 | Phone Option (1.301.715.8592)
 - Or visit Kassonsumps.com for direct link.
- Wednesday, September 30, 2020 at 6:30 pm Broadcast via www.zoom.us
 - Meeting ID: 881 9879 6688 Passcode: 145971 | Phone Option (1.301.715.8592)
 - Or visit Kassonsumps.com for direct link.
- Thursday, October 1, 2020 at 7:00 pm Kasson Mantorville High School – Performing Arts Center. Please practice social distancing at the meeting. Masks are required. Limited capacity of 120.

Health and safety practices:

(over)

Health and safety practices:

We take the health and safety of the public, including our city and consultant staff, seriously and will be implementing the following precautions to conform to CDC guidelines for COVID-19 (coronavirus) best safety practices:

1. We will wear masks into all homes for inspection
2. We will take temperatures of our inspectors each day
3. We will eliminate the signature at the end of the inspection to make it contactless.

We request that residents do the following:

1. We request that no more than 1 person accompany us during inspection
2. We request that person maintain a distance of 6' from our inspector
3. We request that the resident also wear a mask

By scheduling an inspection, you are indicating that no one in the household has had symptoms or a positive COVID test. You may reschedule to postpone the inspection if this changes.

For more information about the program and scheduling your inspection please visit **Kassonsump.com** or call **(855) 440-4005**.

Sincerely,

City of Kasson

COVID-19 Housing Assistance Program

What is the COVID-19 Housing Assistance Program?

The COVID-19 Housing Assistance Program provides housing assistance payments to help prevent eviction, prevent homelessness, and maintain housing stability for eligible renters and homeowners. Local administrators will review applications from individuals and families requesting assistance, verify eligibility, and process payments for eligible expenses on behalf of households.

Am I eligible to apply?

To qualify for housing assistance, Minnesota households must meet all of the following criteria:

Income at or below 300% of federal poverty guidelines, with a preference for those at or below 200% of federal poverty guidelines.

Have an eligible expense that was incurred after March 1, 2020 that is past due. Housing assistance funds can only be used for eligible expenses incurred between March 1, 2020 and December 30, 2020.

Be unable to make one or more payments owed because of the public health emergency due to unemployment, illness, or another COVID-19 related issue.

What expenses are covered?

The program covers past due housing expenses such as:

Rent payments | Mortgage payments | Contract
for deed payments | Manufactured home park
lot rents and payments | Utility payments |
Homeowners Association fees

How do I apply?



Call 211
Toll Free: 1.800.543.7709
Local: 651.291.0211

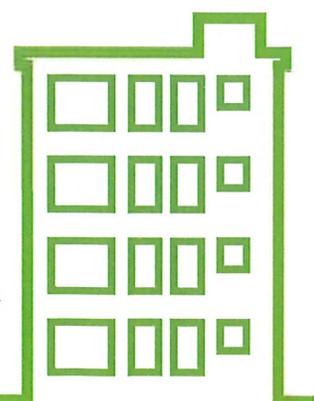
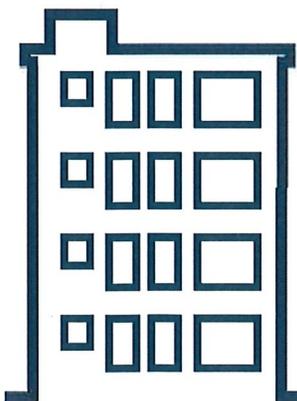


Visit 211unitedway.org



**Text "MNRENT"
or "MNHOME"
to 898-211**

The 211 helpline has dedicated multilingual staff available to answer questions about the COVID-19 Housing Assistance Program, 8:00 a.m. – 8:00 p.m. Monday through Friday.



CITY OF KASSON SCDP (Formerly MIF)

Progress Report
September 1, 2020
No End Date

**Residential Rehabilitation
Goal: 6**

	Current Months #'s	Last Months #'s
Number of Applications Received	12	12
Number of Applications being Processed	0	0
Full Application Pending Verification	0	0
Apps. Pending Initial Property Inspection	0	0
Applicants Pending Contractor Estimates	0	1
Units in Construction	4	3
Units Completed and Closed	1	1
Applicants Over Income	3	3
Applicants Not Interested/Eligible	4	4
Applicants Located in Target Area "B"	0	0
Applicants Not in Target Area	0	0

	SCDP Funds	Private Funds	Total Funds
Obligated	118,814.00	7,846.00	126,660.00
Estimated	22,000.00	3,000.00	25,000.00
Total	140,814.00	10,846.00	151,660.00
Program Income	0.00	0.00	0.00
Allocation	124,765.00	15,000.00	139,765.00
Balance	-16,049.00	4,154.00	-11,895.00
Unit Average	28,162.80	2,169.20	30,332.00
Unit Goal	6,238.25	750.00	6,988.25

CITY OF KASSON SCDP

Progress Report
September 1, 2020
September 30, 2022

**Residential Rehabilitation
Goal: 20**

	Current Months #'s	Last Months #'s
Number of Applications Received	6	6
Number of Applications being Processed	0	0
Full Application Pending Verification	0	0
Apps. Pending Initial Property Inspection	0	0
Applicants Pending Contractor Estimates	0	0
Units in Construction	2	2
Units Completed and Closed	0	0
Applicants Over Income	0	0
Applicants Not Interested/Eligible	2	2
Applicants Located in Target Area "B"	2	2
Applicants Not in Target Area	0	0

	SCDP Funds	Private Funds	Total Funds
Obligated	45,193.00	5,021.00	50,214.00
Estimated	0.00	0.00	0.00
Total	45,193.00	5,021.00	50,214.00
Program Income	0.00	0.00	0.00
Allocation	450,000.00	15,000.00	450,000.00
Balance	404,807.00	9,979.00	414,786.00
Unit Average	22,596.50	2,510.50	25,107.00
Unit Goal	22,500.00	750.00	23,250.00