

KASSON CITY COUNCIL REGULAR MEETING AGENDA

Wednesday, July 24, 2019

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 July 10, 2019
 - b. Claims processed after the July 10, 2019 regular meeting, as audited for payment
 - c. Resolution Waiving Park Hours for Festival in the Park
 - d. Resolution Appointing Volunteers for Festival in the Park
 - e. Resolution Approving Street Closures for Festival in the Park
 - f. Fireworks Permit for Festival in the Park

B. MAYOR'S REPORT

1. Flooding Updates

C. VISITORS TO THE COUNCIL

1. Karen DuCharme - SEMMCHRA
 - a. Resolution to Levy Funds

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

F. COMMITTEE REPORT

1. Planning Commission - Resolution Denying a Rezone
2. Ice Arena – Dodge County Fair Agreement

G. OLD BUSINESS

1. Hail Damage
2. Water Reports
3. Dodge County Wind, LLC

4. Park and Ride Facility
5. Kasson CIP 2019 Update

H. NEW BUSINESS

1. Annual Safety Inspection of Rental Properties
2. Alert System

I. ADMINISTRATORS REPORT

1. Highway 14 Corridor Analysis & Design Concepts Project
2. Dodge County Fair Grounds Proposal
3. Sign Request for Rolling Hills Transit

J. ENGINEER'S REPORT

1. 2019 Pavement Maintenance
 - a. Location Map
 - b. Resolution Awarding 2019 Pavement Maintenance Project
2. Sanitary Sewer Discussion

K. PERSONNEL

1. Proposal from David Drown & Associates
2. Interim City Administrator

L. ATTORNEY

1. Prairie Willows Fourth Additional Escrow Agreement

M. CORRESPONDENCE

1. SEMLM Meeting July 30
2. Thank you Note
3. Fluoridation Award
4. Planning Commission Workshop Notes
5. University of MN Extension Conference
6. Power Sales Agreement with CMMPA
7. Department Head Meeting Notes
8. Cash and Investment Summary
9. Income Statement

N. ADJOURN

Please go to www.cityofkasson.com for full video

**KASSON CITY COUNCIL REGULAR MEETING MINUTES
July 10, 2019**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 10th day of July, 2019 at 6:00 P.M.

THE FOLLOWING MEMBERS WERE PRESENT: Burton, Eggler, Ferris, McKern and Zelinske

THE FOLLOWING MEMBERS WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: City Administrator Coleman, City Clerk Rappe, City Engineer Theobald, City Attorney Melanie Leth, Finance Director Nancy Zaworski, Candy McKern, Judy Zelinske, Amber Duncan, Doug Buck, Tony Paulson, Janet Sinning, Mary Mollert, Tom Whalen, Steve Johnson, Bonnie Ryan, Jeff Stevenson, Alex Malm, Everett Paulson, Margie Blood, Randy Rager, Kyle Pettey, Rebecca Houghton, Sue Miller, Chris Rilling, Jennifer Maas, Dawn Underwoon, Mike Chester, Jane Kreidermacher, Ryan Wegner, Denise Warehime, Diane Watson, Ron Eidem, Alissa Oletjenbruns, Nathan Smith, Alyssa and Jeremy Leeper, Keith Cocker, Buffy Beranek, Karen Ducharme, Dave Wulff, Mark Chits, Dick Winchell, Mary Walker, Andrea Berg, Ann McElmery, Heather Hilgart, Matt and Nancy Kleeberger, Jeff and Marbie Bjergum

PLEDGE OF ALLIANCE

APPROVE AGENDA

Add: B. f debris pickup

Mayor Announced that at tonight's Public Forum people will not need to fill out comment cards.

Motion to Approve the Amended agenda made by Councilperson Burton, second by Councilperson Eggler with All Voting Aye.

CONSENT AGENDA

Minutes from June 12, 2019 and June 26, 2019

Claims processed after the June 26, 2019 regular meeting, as audited for payment in the amount of \$397,612.21

Resolution Certifying Delinquent Claims to County

Resolution #7.1-19

***Resolution Certifying Delinquent Claims to the County Auditor
(on file)***

Acknowledge Committee Minutes:

Planning Commission - June 10, 2019

Motion to Approve the Consent Agenda made by Councilperson Burton, second by Councilperson Zelinske with All Voting Aye.

MAYOR'S REPORT

WW Supervisor Letter – Mayor McKern referred to the Wastewater Supervisor's memo of events that is in the packet.

Update from Matt Maas – Dodge County Emergency Management Coordinator - Mayor McKern asked residents who have had water or sewer in their house to call the “hotline”, 170 property owners have called. There are groups of volunteers who have been vetted, who will help with clean up. They will have a badge. Mr. Maas is working with homeland security. Since we had the flood on the 28th and it pretty much rained every day to the 5th they could look at this as one incident.

LMC Insurance Coverage – There is a meeting with LMCIT tomorrow at 1pm and they are gathering information.

Building Permits – Mayor McKern made a motion to waive the fees for building permits for flood related repairs, second by Councilperson Egger with All Voting Aye.

Debris pickup – The Mayor stated that the city is going to contract with Junk Pros to pick up debris and they will take it to the transfer station. **Mayor McKern asked for a motion to transfer funds from the electric department to cover reimbursements to homeowners who have already paid to take things to the transfer station with a receipt, made by Councilperson Burton, second by Councilperson Ferris with All Voting Aye.** Mayor McKern asked citizens to sort the items according to the wishes of the transfer station.

Amber Duncan was present from Semcac. They have programs, grants and loans to help. They have funds now so help can be immediate.

SEMMCHRA – Karen DuCharme was in attendance and they have programs that could help. Ms. DuCharme stated that she will stay to answer questions.

Mayor McKern read through some of the questions that were asked Monday night at an informal gathering. Concerns regarding communications, flood debris, backflow preventers, Mantorville being on our system, the flow of the water from other areas, etc. People asked “why didn’t the workers start pumping sooner?” McKern answered that the MPCA determines when we can pump. We call the Duty Officer at the State because we can’t start bypass pumps before meeting their criteria. Mayor McKern stated that there are a couple of resources here tonight for financial assistance and the City and County are working on others.

The Mayor assured all the citizens that he is taking all ideas and researching every avenue to try to resolve this issue. This is his priority along with addressing the inflow and infiltration issue.

Questions will be asked of future projects and their effect on runoff and water and sewer.

Will future project of east main street storm sewer help some and hurt others?

The council sympathizes with everything that is going on and they are trying to fix it.

VISITORS TO THE COUNCIL

Alissa Oeltjenbruns – SMIF – Alissa spoke on behalf of Southern MN Initiative Fund noting their involvement in the community and what they can do for the Kasson community. Ms. Oeltjenbruns will take word back to her leadership that there has been a lot of flooding in Kasson.

Mike Bubany, David Drown and Associates – CIP Update – Mr. Bubany showed the Council where the City is now and where they are heading regarding the capital improvement projects. Mayor McKern asked about PFA. Mr. Bubany stated that you have to get on the list and the State scores the projects. Engineer Theobald stated that we secured funding for WWTP for the last phase of the wastewater treatment plant.

Mayor McKern asked about the target for the City's fund balances. Mr. Bubany stated that the general fund is the primary operating fund and it should have a six month reserve. As for the other funds it is more art than science.

PUBLIC FORUM

Doug Buck – 300 15th Ave NW - He believes the City needs bigger pumps, need to check manholes, figure out elevations and they need to be marked. He believes getting pumps and something to load them on should be done this week so they are ready to go. Doesn't think MPCA should pull a license for keeping peoples basements clean. The City should use all employees that are on call. This is an emergency and the storm sewer was overwhelmed. Thanked the Council for a lot of information.

Jeff Bjergum - 204 6th Ave NW – He was part of the 6th Ave project in 2007, including street construction, putting in new pipes and was told that the City was putting in backflow valves. He never had water until the City made him put in new storm water drain from his house to the street. Both floods he called the Sheriff's office and told them to pump. He was pumping out sewer from his sump pump and wonders if there is a health hazard with the sewer pumped into the yard.

Ryan Wegner – 307 1st St NE – he sees a lot of negligence with people knowing about the problem and not fixing it.

Randy Rager – 208 4th St SW – he called the other night and asked for more pumps and he was told that the pumps were out. There is history with this problem. He can deal with ground water but not the sewer, he is worried about health hazards. He can't get the record of his sewer lines. Can a backflow valve handle this? There is negligence. When we pay a utility bill, there is an expectation of things working. From 2007 to 2019 something should have been done.

Chris Rilling – 508 1st St NE – He has a check valve on his sewer system and it worked until they started pumping sewer from the sewer system to the street. It backed up his storm sewer. A check valve will help but on 1st street it won't take care of everything.

Andrea Berg – On behalf of Mary Walker 201 4th Ave NE – 3rd and 4th time the house has been wet and they have a backflow valve. There was gravel coming up the shower drain, the toilet was a geyser, and in her opinion, it is the pressure on that street. There are serious problems there and believes there is a lot of sediment in these lines. There shouldn't be that much gravel. There were 7 inches of sewer in the basement with the sump pump working the whole time. Yes, we all have a problem here we need to find a solution.

Tony Paulson – 603 2nd St. NW – showed a check valve and explained what they are and that they need to be maintained. They are not 100% foolproof.

Nancy Kleeberger - 401 3rd Ave SW – they have had sewer backup before but this was the worst. They have a split level and she works from home and cannot work since all equipment was ruined. She appreciates the reimbursement for taking things to the landfill.

Keith Cocker - 505 3rd Ave SW – stated that they had sewer in their basement and some questions have been addressed tonight. Moving forward you, the Council, are civil servants responsible for the protection of your residents. He stated that the Council is responsible for the restoration of its residents and need to be proactive. Questions left are: what is the city doing directly for its residents? The city owes its residents protection and restoration of livelihood. They don't have the funds to fix and be reimbursed. He wants to know what the city is going to do so that this never happens again.

Dawn Underwood – 1701 11th Ave NE – in her neighborhood they have a water flow problem and the water flows through everyone's yard. There are not big enough culverts and she has had water

in her basement. She does not want her neighborhood to fall off the list of corrections that need to be made.

Ann McElmery – 1100 4th PL NW – she had storm water in her basement and has spent thousands on systems to prevent this. She stated the storm sewers are under sized in her cul de sac. They have had the City Engineer out to look at it. Nothing has been done.

Nathan Smith - 1901 11th Ave NE - he doesn't want his neighborhood forgotten. He got water in his house. One thing you can do to improve communication is put signs up at City Hall and Erdman's and around town; he believes it would be faster than social media. He worried about sewer in his basement and in his yard. He called the DNR regarding the drainage easement and was told that he could do whatever he wanted about his drainage easement. He has come with solutions for his development before and was not taken seriously.

Dave Wulff - 400 1st St NE – he is hearing excuses and wants someone to take responsibility. From citizens he hears the town is negligent.

Elise Patzke - 908 3rd St NE – she is directly downstream from where the city is trying to get the water out of downtown. She stated that the creek has been a raging river behind her house and thanked the Council for taking notes and listening.

Bonnie Ryan – 502 1st St NE – what are the results of water testing and has it been tested again, her daughter has a parasite and everyone down her street has stomach aches. Mayor McKern will call her tomorrow with testing results.

Denise Wareheim - 402 1st St NE – had a couple feet of sewer in her basement two times. She cannot afford to keep fixing her house. She put a new water heater in and it was taken out in the second occurrence. She will take any help she can get.

Jeff Bjergum - 204 6th Ave NW – he doesn't have insurance for this and has no hot water and no furnace. He suggested not doing any new construction of business or houses until this is fixed.

Mayor McKern thanked everyone for their comments and if anyone has any ideas the Council is available. Their email addresses are on the city's website. Call, text or stop by.

The Council stated that they are all available and can be contacted and reminded everyone that SEMCAC and SEMMCHRA are here tonight and available.

Mayor McKern stated that he is concerned about the utility bills.

--Break--

PUBLIC HEARING

Public Hearing for Official HRA

Buffy Beranek and Karen DuCharme were in attendance from SEMMCHRA

Public Hearing Opened

No Comments

Public Hearing Closed

Councilperson Ferris asked what the City is getting from the agreement. Ms. Beranek stated that the City has already authorized SEMMCHRA as their HRA but she did not see a resolution in their files so this is more of a formality. This is a further resource for situations as discussed tonight. It would give the City the ability to levy and put those funds in a trust for situations such as this.

Councilperson Ferris asked if the City was giving up local autonomy. Ms. Beranek stated that the City is not giving up autonomy. There is a documented way to get out of the agreement. They have funds available now to help people city wide. The SCOG grant is for the target area.

Motion to Approve the Resolution made by Councilperson Egger, second by Councilperson Zelinske with All Voting Aye.

Resolution #7.2-19

***Resolution by the Kasson City Council Authorizing and Establishing the Southeastern Minnesota Multi-County Housing and Redevelopment Authority in and for the City of Kasson
(on file)***

Karen DuCharme stated they will be working on a mailing to get information to the public on the funds that are available

COMMITTEE REPORT

OLD BUSINESS

NEW BUSINESS

Prairie Meadows Assisted Living Request for “Produce” sign – Prairie Meadows would like to put a sign on the property the City owns on the corner of 16th St NE.

Motion to Approve the Sign made by Mayor McKern, second by Councilperson Ferris with All Voting Aye.

60 inch Park Mower

Lease \$10 per hour

2020 Budget

This will be a budget discussion for next year. **Motion to Authorize Lease for this Season made by Mayor McKern, second by Councilperson Egger with All Voting Aye.**

Park and Ride – There is concern on long term parking at the park and ride. There is nothing posted there. City Attorney Leth will research the State’s role. This will come back on the next agenda.

Resolution Appoint CMMPA Alternate – this would appoint the new Electric Supervisor Jarrod Nelson as alternate to CMMPA. **Motion to Approve the Resolution made by Mayor McKern, second by Councilperson Burton with All Voting Aye.**

Resolution #7.3-19

***Resolution Making City Appointment to Central Minnesota Municipal Power Agency (CMMPA) and Central Municipal Power Agency/Services (CMPAS) Board of Directors
(on file)***

ADMINISTRATORS REPORT

ENGINEER’S REPORT

2019 Pavement Maintenance

Location Map

Resolution Awarding 2019 Pavement Maintenance Project - the bids came in higher than estimated but not over budget. Mayor McKern asked about 1st St. and 8th Ave NE highlighted on the map. We don’t want to do too much if we are going to have to totally redo the street in the near future. Engineer Theobald has some other ideas and other areas that could replace these sections. He will bring it back to the next meeting. Mayor McKern also asked if there are any short term and long term solutions. Engineer Theobald stated he has an internal meeting with experts in his office to form a I and I reduction plan for the City. Engineer Theobald stated that nothing can be guaranteed to never fail. Mayor McKern would like any options put forth.

PERSONNEL

Letter of Resignation – Administrator Coleman is asking the City Council to accept 30 days rather than the 90 days in her contract. **Motion to Accept the Letter of Resignation with the 30 day notice effective July 28, 2019 made by Mayor McKern, Seconded by Councilperson Burton with All Voting Aye.**

Personnel Committee Update – Mayor McKern has been in contact with the LMC, the City Attorney and Councilperson Burton as the Personnel Committee. Mayor McKern will get some information on a company that would hire for us. He will bring this back to council and see if we could piece it out. Mayor McKern stated his timeline to be able to have someone hired by October 1. The Personnel Committee will discuss a possible interim City Administrator.

Creation of IT Position – Councilperson Ferris stated that at the Emergency Services Committee meeting, the Police Chief and Fire Chief asked if the council would consider creating a IT position. They are looking at maybe someone part time. There are potential questions as to how many potential hours, contract, etc. Councilperson Burton stated that this would be a budget discussion.

ATTORNEY

Escrow Agreement for Prairie Willows Fourth Subdivision – Attorney Leth stated that the escrow agreement is for Prairie Willow Estates 4th and is nearly identical to the one approved for Stone Ridge 2nd. It gives the City authority to access the funds if they need to complete the project and they are working with the same bank as Stone Ridge 2nd.

Motion to Approve the Escrow Agreement made by Councilperson Egger, second by Councilperson Zelinske with All Voting Aye.

Closed session 8:28 pm

Opened at 8:39 pm – a piece of real estate that was offered to the City, the City is not interested in purchasing it. There was an update on the Wilker litigation.

CORRESPONDENCE

Correspondence was reviewed.

Mayor McKern stated that we should ask Matt Maas about any help Dodge County Public Health can give us on environmental testing. We need to have the water tested or have the most recent testing.

ADJOURN 8:42PM

Motion to Adjourn made by Councilperson Ferris, second by Councilperson Egger 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 \$ 1,176,542.34

DATE APPROVED: 07-24-19

#1	\$5023.27
#2	3314.79
#3	83320.17
#4	<u>1,084,884.11</u>
	\$1,176,542.34

#1

07/11/19
16:17:28

CITY OF KASSON
Claim Approval List
For the Accounting Period: 7/19
For Pay Date: 07/12/19

Page: 1 of 5
Report ID: AP100V

For Pay Date = 07/12/19

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31820		1012 BELLBOY CORPORATION	68.58					
	98663300	11/29/18 cr-DUM DUMS (OVERPAID)	-16.03			609 976 4976	343	1010
	98663300	11/29/18 cr-FREIGHT (OVERPAID)	-0.07			609 975 4975	335	1010
	99307000	04/11/19 STUFFED OLIVES	18.80*			609 975 4975	259	1010
	99307000	04/11/19 BAGS	63.50			609 975 4975	210	1010
	99307000	04/11/19 SALES TAX	4.37			609 975 4975	210	1010
	99307000	04/11/19 SALES TAX	-4.37			609 2025		1010
	99307000	04/11/19 D C TRANSIT TAX	0.32			609 975 4975	210	1010
	99307000	04/11/19 D C TRANSIT TAX	-0.32			609 2026		1010
	99307000	04/11/19 FREIGHT	2.38			609 975 4975	335	1010
		Total for Vendor:	68.58					
31821		5098 CARDMEMBER SERVICE	237.92					
	06/04/19	RUNNELLS-USPCA REG 18 FIELD TR	120.00			101 210 4210	333	1010
	06/11/19	INK CARTR/RECEIPT BOOKS	89.98			101 210 4210	210	1010
	06/24/19	STAMPS.COM	17.99			101 210 4210	325	1010
	07/01/19	PCH-INTELIUS SUBSCRIPTION	9.95			101 210 4210	210	1010
31822		5098 CARDMEMBER SERVICE	694.12					
	06/14/19	POP FOR RESALE-ERDMANS	409.56			609 975 4975	254	1010
	06/28/19	ROOM-DARE CONF-KASEL/STRADTMAN	129.56			101 210 4210	333	1010
	07/01/19	POP FOR RESALE-ERDMANS	155.00			609 975 4975	254	1010
		Total for Vendor:	932.04					
31823		82 CHS INC	552.93					
	441IE8764	06/06/19 2,4-D SPRAY/1 GAL SPRAYER	67.11			101 310 4310	220	1010
	441IE9088	06/18/19 HERBICIDE-POND FENCELINE	61.43			605 963 4963	220	1010
	441IE9261	06/24/19 SODIUM BI CARB	165.00			101 514 4514	220	1010
	06/30/19	68.980 GAL UNLD-STREETS	170.01			101 310 4310	212	1010
	06/30/19	36.558 GAL UNLD-PARKS	89.38			101 522 4522	212	1010
		Total for Vendor:	552.93					
31824		2848 CITY OF RED WING	30.00					
	07/11/19	EGGLER-SEMLM REGISTRATION	30.00*			101 111 4111	333	1010
		Total for Vendor:	30.00					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31825		3466 GALLS, LLC	496.00					
	012955434	06/12/19 4 BADGES	496.00			101 210 4210	240	1010
		Total for Vendor:	496.00					
31826		5783 GREAT WESTERN STATES SUPPLY LLC	866.80					
	5235	06/25/19 LED LTS/CHAP STICK	866.80			875 210 4210	210	1010
		Total for Vendor:	866.80					
31827		362 KWIK TRIP STORES	650.51					
	06/30/19	13.491 GAL B20ULS-F D	39.65			101 220 4220	212	1010
	06/30/19	140.538 GAL UNLD-F D	340.84			101 220 4220	212	1010
	06/30/19	MDSE-F D	77.33			101 220 4220	210	1010
	06/30/19	68.584 GAL UNLD-WW	192.69			602 948 4948	212	1010
		Total for Vendor:	650.51					
31828		55 MN ENERGY RESOURCES CORP	1,356.66					
	07/02/19	NAT GAS-KAC	48.01			101 514 4514	380	1010
	07/02/19	NAT GAS-L.S.	20.62			609 979 4979	380	1010
	07/02/19	NAT GAS-OLD LIBRARY (RENTAL)	24.55			101 1151		1010
	07/02/19	SALES TAX	1.69			101 1151		1010
	07/02/19	SALES TAX	-1.69			101 2025		1010
	07/02/19	D C TRANSIT TAX	0.12			101 1151		1010
	07/02/19	D C TRANSIT TAX	-0.12			101 2026		1010
	06/27/19	NAT GAS-C H	74.95			101 194 4194	380	1010
	07/01/19	NAT GAS-P D	54.91			101 210 4210	380	1010
	07/01/19	NAT GAS-F D	54.20			101 220 4220	380	1010
	07/01/19	NAT GAS-F D	49.39			101 220 4220	380	1010
	07/02/19	NAT GAS-PARK MAINT SHED	48.01			101 522 4522	380	1010
	07/03/19	NAT GAS-P.W.B.	27.74			101 310 4310	380	1010
	07/03/19	NAT GAS-P.W.B.	27.74			604 957 4957	380	1010
	07/03/19	SALES TAX	1.91			604 957 4957	380	1010
	07/03/19	SALES TAX	-1.91			604 2025		1010
	07/03/19	D C TRANSIT TAX	0.14			604 957 4957	380	1010
	07/03/19	D C TRANSIT TAX	-0.14			604 2026		1010
	07/03/19	NAT GAS-D C ICE ARENA	750.72			606 516 4516	380	1010
	07/03/19	NAT GAS-WWTP	58.95			602 947 4947	380	1010

07/11/19
16:17:28

CITY OF KASSON
Claim Approval List
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For Pay Date = 07/12/19

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	07/03/19	NAT GAS-LIBRARY	116.87			211 550 4550	380	1010
		Total for Vendor:	1,356.66					
31829		4919 PEOPLE'S ENERGY COOPERATIVE	69.75					
	2289800 07/03/19	ELEC SERV-CEMETERY 5/31-6/30	29.38			610 984 4984	380	1010
	2289800 07/03/19	STR LT-LETH SUBDIV 5/31-6/30	40.37			101 316 4316	380	1010
		Total for Vendor:	69.75					
		# of Claims	10	Total:	5,023.27			

07/11/19
16:17:28

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 7/19

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Report ID: AP110

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$2,264.93
211 Library Fund	
1010 CASH-OPERATING	\$116.87
602 Sewer Fund	
1010 CASH-OPERATING	\$251.64
604 Electric Fund	
1010 CASH-OPERATING	\$27.74
605 Storm Water	
1010 CASH-OPERATING	\$61.43
606 ICE ARENA	
1010 CASH-OPERATING	\$750.72
609 Liquor Fund	
1010 CASH-OPERATING	\$653.76
610 Maple Grove Cemetery	
1010 CASH-OPERATING	\$29.38
875 Community Policing Fund	
1010 CASH-OPERATING	\$866.80
Total:	\$5,023.27

07/11/19
16:17:29

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 7/19

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Report ID: AP100A

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

07/18/19
11:06:57

CITY OF KASSON
Claim Approval List
For the Accounting Period: 7/19
For Pay Date: 07/18/19

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Report ID: AP100V

#2

For Pay Date = 07/18/19

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31895		5098 CARDMEMBER SERVICE	1,378.03					
	07/02/19	ORECK VACUUM	60.00			211 550 4550	210	1010
	07/02/19	BOOKS	22.48			211 550 4550	218	1010
	07/02/19	CD's	202.17			211 550 4550	219	1010
	07/02/19	SRP SUPPLIES	897.98			211 550 4550	441	1010
	07/02/19	FILE CABINET	205.43			211 550 4550	570	1010
	07/02/19	AMAZON CREDITS	-10.03			211 550 4550	219	1010
		Total for Vendor:	1,378.03					
31896		4238 CINTAS CORP	181.45					
	8404191407 06/21/19	RESTOCK 1st AID KITS	36.29			101 920 4920	433	1010
	8404191407 06/21/19	RESTOCK 1st AID KITS	36.29			601 943 4943	433	1010
	8404191407 06/21/19	RESTOCK 1st AID KITS	36.29*			602 948 4948	433	1010
	8404191407 06/21/19	RESTOCK 1st AID KITS	36.29			604 957 4957	433	1010
	8404191407 06/21/19	RESTOCK 1st AID KITS	36.29			605 963 4963	433	1010
		Total for Vendor:	181.45					
31897		15 DRIESSEN WATER INC	39.20					
	CI173193 06/30/19	JUNE-SOFTENER RENT-DUPLEX	26.95			101 1151		1010
	CI176542 06/30/19	SOFTENER SALT/DELIVERY-DUPLE	12.25			101 1151		1010
		Total for Vendor:	39.20					
31898		3382 VERIZON WIRELESS	1,716.11					
	9832478374 06/20/19	CELL PHONES-P D	839.35			101 210 4210	321	1010
	9832478374 06/20/19	CELL PHONES-STREETS	92.25			101 310 4310	321	1010
	9832478374 06/20/19	CELL PHONES-PARKS	142.93			101 510 4510	321	1010
	9832478374 06/20/19	CELL PHONES-WATER	56.11			601 944 4944	321	1010
	9832478374 06/20/19	CELL PHONES-WW	143.95			602 949 4949	321	1010
	9832478374 06/20/19	CELL PHONE-P.W. DIRECTOR	58.06			604 959 4959	321	1010
	9832478374 06/20/19	CELL PHONES-ELECTRIC	327.14			604 959 4959	321	1010
	9832478374 06/20/19	CELL PHONE-ARENA	56.32			606 516 4516	321	1010
		Total for Vendor:	1,716.11					
		# of Claims	4	Total:		3,314.79		

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CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 7/19

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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$1,150.02
211 Library Fund	
1010 CASH-OPERATING	\$1,378.03
601 Water Fund	
1010 CASH-OPERATING	\$92.40
602 Sewer Fund	
1010 CASH-OPERATING	\$180.24
604 Electric Fund	
1010 CASH-OPERATING	\$421.49
605 Storm Water	
1010 CASH-OPERATING	\$36.29
606 ICE ARENA	
1010 CASH-OPERATING	\$56.32
Total:	\$3,314.79

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CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 7/19

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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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CITY OF KASSON
Claim Approval List
For the Accounting Period: 7/19
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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31900	E	34 CITY OF KASSON	39,759.53					
	06/26/19	CITY UTILITIES-C H	271.70			101 194 4194	380	1010
	06/26/19	CITY UTILITIES-P D	403.71			101 210 4210	380	1010
	06/26/19	CITY UTILITIES-STR LTS (LED)	264.26			101 316 4316	380	1010
	06/26/19	CITY UTILITIES-STREET LTS	3.17			101 310 4310	380	1010
	06/26/19	CITY UTILITIES-F D	256.60			101 220 4220	380	1010
	06/26/19	CITY UTILITIES-MAIN STR LTS	551.52			101 316 4316	380	1010
	06/26/19	CITY UTILITIES-MANT AV STR LTS	147.20			101 316 4316	380	1010
	06/26/19	CITY UTILITIES-STREET LTS	2,817.09			101 316 4316	380	1010
	06/26/19	CITY UTILITIES-K.A.C.-HIGH FLO	342.27			101 514 4514	380	1010
	06/26/19	CITY UTILITIES-K.A.C.-LOW FLOW	375.55			101 514 4514	380	1010
	06/26/19	CITY UTILITIES-K.A.C.-BI-DIREC	5,378.96			101 514 4514	380	1010
	06/26/19	CITY UTILITIES-N2 BALL PARK LT	722.69			101 517 4517	380	1010
	06/26/19	CITY UTILITIES-NO. PARK #3	806.03			101 517 4517	380	1010
	06/26/19	CITY UTILITIES-NO. PARK MAINT	241.93			101 522 4522	380	1010
	06/26/19	CITY UTILITIES-E SHELTER-VETS	45.45			101 522 4522	380	1010
	06/26/19	CITY UTILITIES-NO.PARK CONCESS	102.23			101 517 4517	380	1010
	06/26/19	CITY UTILITIES-VETS PARK ATHL	22.66			101 517 4517	380	1010
	06/26/19	CITY UTILITIES-NE YOUTH BALLFI	23.18			101 517 4517	380	1010
	06/26/19	CITY UTILITIES-W SHELTER-VETS	26.40			101 522 4522	380	1010
	06/26/19	CITY UTILITIES-NO. PARK #1	78.16			101 310 4310	380	1010
	06/26/19	CITY UTILITIES-WELL #4	1,251.64			601 941 4941	380	1010
	06/26/19	CITY UTILITIES-WELL #2	106.40			601 941 4941	380	1010
	06/26/19	CITY UTILITIES-WELL #3	54.58			601 941 4941	380	1010
	06/26/19	CITY UTILITIES-WELL #5	2,283.81			601 941 4941	380	1010
	06/26/19	CITY UTILITIES-8 AV WATER TOWE	238.70			601 941 4941	380	1010
	06/26/19	CITY UTILITIES-LITTLES LIFT ST	127.07			602 948 4948	380	1010
	06/26/19	CITY UTILITIES-LIQUOR STORE	1,014.62			609 979 4979	380	1010
	06/26/19	CITY UTILITIES-NO. PARK #4	23.43			101 522 4522	380	1010
	06/26/19	CITY UTILITIES-WWTP-WA/SE	4,706.16			602 947 4947	380	1010
	06/26/19	CITY UTILITIES-WWTP-ELECTRIC	9,086.56			602 947 4947	381	1010
	06/26/19	CITY UTILITIES-WWTP-BASEMENT	120.43			602 947 4947	380	1010
	06/26/19	CITY UTILITIES-WWTP-GARAGE	21.17			602 947 4947	380	1010
	06/26/19	CITY UTILITIES-NO. PARK #2	26.52			101 522 4522	380	1010
	06/26/19	CITY UTILITIES-OLD WATER TOWER	50.60			101 526 4526	430	1010
	06/26/19	CITY UTILITIES-D C AMBULANCE S	142.78			101 417 4417	380	1010

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CITY OF KASSON
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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	06/26/19	CITY UTILITIES-P.W.B. 1/2	442.42			101 310 4310	380	1010
	06/26/19	CITY UTILITIES-P.W.B. 1/2	442.43			604 957 4957	380	1010
	06/26/19	SALES TAX	26.19			604 957 4957	380	1010
	06/26/19	SALES TAX	-26.19			604 2025		1010
	06/26/19	D C TRANSIT TAX	1.91			604 957 4957	380	1010
	06/26/19	D C TRANSIT TAX	-1.91			604 2026		1010
	06/26/19	CITY UTILITIES-SOLAR BILLBOARD	28.88			604 956 4956	381	1010
	06/26/19	CITY UTILITIES-D C ICE ARENA	5,292.47			606 516 4516	380	1010
	06/26/19	CITY UTILITIES-ELECTRONIC SIGN	32.58			101 111 4111	430	1010
	06/26/19	CITY UTILITIES-PARK & RIDE LOT	58.97			101 316 4316	380	1010
	06/26/19	CITY UTILITIES-16 ST-E OF BRID	86.29			101 316 4316	380	1010
	06/26/19	CITY UTILITIES-16 ST-CENTER	121.34			101 316 4316	380	1010
	06/26/19	CITY UTILITIES-16 ST-W OF BRID	53.93			101 316 4316	380	1010
	06/26/19	CITY UTILITIES-LIBRARY	894.64			211 550 4550	380	1010
	06/26/19	CITY UTILITIES-102 15 ST NE-BE	75.64			101 1151		1010
	06/26/19	CITY UTILITIES-LIONS PARK SHEL	22.66			101 522 4522	380	1010
	06/26/19	CITY UTILITIES-VACANT HOUSE (T	72.05			101 522 4522	380	1010
		Total for Vendor:	39,759.53					
31902	E	108 MN DEPARTMENT OF REVENUE	8,755.00					
	07/11/19	2nd QTR '19 K.A.C. SALES TAX	8,161.00			101 2025		1010
	07/11/19	2nd QTR '19 K.A.C. D C TRANSIT	594.00			101 2026		1010
31903	E	108 MN DEPARTMENT OF REVENUE	219.00					
	07/11/19	2nd QTR '19-ARENA SALES TAX	204.00			606 2025		1010
	07/11/19	2nd QTR '19-ARENA D C TRANSIT	15.00			606 2026		1010
31907	E	108 MN DEPARTMENT OF REVENUE	19,148.00					
	07/18/19	JUNE-UTILITIES SALES TAX	769.00			601 2025		1010
	07/18/19	JUNE-UTILITIES SALES TAX	18,271.00			604 2025		1010
	07/18/19	JUNE-UTILITIES SALES TAX ADJ	-1,138.00			601 2025		1010
	07/18/19	JUNE-UTILITIES SALES TAX ADJ	-196.00			604 2025		1010
	07/18/19	JUNE-SALES TAX PAYABLE	60.00			101 2025		1010
	07/18/19	JUNE-SALES TAX PAYABLE	11.00			211 2025		1010
	07/18/19	JUNE-SALES TAX PAYABLE	28.00			604 2025		1010
	07/18/19	JUNE-USE TAX PAYABLE	16.00			101 2025		1010
	07/18/19	JUNE-USE TAX PAYABLE	57.00			604 2025		1010

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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		07/18/19 JUNE-USE TAX PAYABLE	12.00			609 2025		1010
		07/18/19 JUNE-UTILITIES D C TRANSIT TAX	55.00			601 2026		1010
		07/18/19 JUNE-UTILITIES D C TRANSIT TAX	1,221.00			604 2026		1010
		07/18/19 JUNE-UTIL D C TRANSIT TAX ADJ	-33.00			601 2026		1010
		07/18/19 JUNE-UTIL D C TRANSIT TAX ADJ	-15.00			604 2026		1010
		07/18/19 JUNE-D C TRANSIT TAX PAYABLE	4.00			101 2026		1010
		07/18/19 JUNE-D C TRANSIT TAX PAYABLE	1.00			211 2026		1010
		07/18/19 JUNE-D C TRANSIT TAX PAYABLE	2.00			604 2026		1010
		07/18/19 JUNE-D C TRANSIT USE TAX	1.00			101 2026		1010
		07/18/19 JUNE-D C TRANSIT USE TAX	21.00			604 2026		1010
		07/18/19 JUNE-D C TRANSIT USE TAX	1.00			609 2026		1010
		Total for Vendor:	28,122.00					
31901	E	320 MN DEPT OF LABOR & INDUSTRY	1,664.64					
		07/15/19 2nd QTR '19 SURCHARGE REPORT	1,664.64			101 2080		1010
		Total for Vendor:	1,664.64					
31904	E	973 MN DEPT OF REVENUE	13,774.00					
		07/17/19 LIQUOR STORE SALES TAX-JUNE	13,074.00			609 2025		1010
		07/17/19 LIQUOR STORE D C TRANSIT TAX-J	700.00			609 2026		1010
		Total for Vendor:	13,774.00					
		# of Claims	6	Total:	83,320.17			
		Total Electronic Claims			83,320.17			
		Total Non-Electronic Claims						

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CITY OF KASSON
Fund Summary for Claims
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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$24,590.61
211 Library Fund	
1010 CASH-OPERATING	\$906.64
601 Water Fund	
1010 CASH-OPERATING	\$3,588.13
602 Sewer Fund	
1010 CASH-OPERATING	\$14,061.39
604 Electric Fund	
1010 CASH-OPERATING	\$19,860.31
606 ICE ARENA	
1010 CASH-OPERATING	\$5,511.47
609 Liquor Fund	
1010 CASH-OPERATING	\$14,801.62
Total:	\$83,320.17

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CITY OF KASSON
Claim Approval Signature Page
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CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED _____ Council Member

_____ Council Member

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CITY OF KASSON
Claim Approval List
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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31831		2693 AFFORDABLE PORTABLES	640.00					
	14566	07/01/19 JULY PORTABLES-8 STD UNITS	640.00			101 522 4522	410	1010
		Total for Vendor:	640.00					
31880		5049 ARTISAN BEER COMPANY	59.00					
	3357466	07/09/19 BEER	59.00			609 975 4975	252	1010
		Total for Vendor:	59.00					
31873		203 BAKER & TAYLOR INC	281.91					
	2034632569	06/25/19 BOOKS	214.28			211 550 4550	218	1010
	2034645040	07/03/19 BOOKS	67.63			211 550 4550	218	1010
		Total for Vendor:	281.91					
31881		1012 BELLBOY CORPORATION	1,113.90					
	74775900	07/03/19 LIQUOR	167.75			609 975 4975	251	1010
	74775900	07/03/19 WINE	256.00			609 975 4975	251	1010
	74775900	07/03/19 FREIGHT	10.00			609 975 4975	335	1010
	99759900	07/03/19 DUMS DUMS	17.10			609 976 4976	343	1010
	99759900	07/03/19 SALES TAX-ADD'L	0.07			609 976 4976	343	1010
	99759900	07/03/19 SALES TAX-ADD'L	-0.07			609 2025		1010
	99759900	07/03/19 D C TRANSIT TAX	0.08			609 976 4976	343	1010
	99759900	07/03/19 D C TRANSIT TAX	-0.08			609 2026		1010
	99793900	07/11/19 BAGS	65.80			609 975 4975	210	1010
	99793900	07/11/19 SALES TAX	4.52			609 975 4975	210	1010
	99793900	07/11/19 SALES TAX	-4.52			609 2025		1010
	99793900	07/11/19 D C TRANSIT TAX	0.33			609 975 4975	210	1010
	99793900	07/11/19 D C TRANSIT TAX	-0.33			609 2026		1010
	76020800	07/11/19 LIQUOR	593.25			609 975 4975	251	1010
	76020800	07/11/19 FREIGHT	4.00			609 975 4975	335	1010
		Total for Vendor:	1,113.90					
31832		5883 BLEESS, NATHAN	199.74					
	07/09/19	SAFETY BOOT REIMBURSEMENT	199.74*			602 948 4948	433	1010
		Total for Vendor:	199.74					

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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31882		5239 BREAKTHRU BEVERAGE MN WINE &	2,394.25					
	1080997299	07/10/19 LIQUOR	1,922.92			609 975 4975	251	1010
	1080997299	07/10/19 WINE	420.00			609 975 4975	251	1010
	1080997299	07/10/19 FREIGHT	51.33			609 975 4975	335	1010
		Total for Vendor:	2,394.25					
31833		5020 BREMER BANK	6,392.00					
	06/24/19	2014A GO EQUIP-INT	6,392.00*			386 710 4710	611	1010
		Total for Vendor:	6,392.00					
31834		2410 CENTRAL MN MUNICIPAL POWER AGE	226,032.57					
	6595	06/28/19 CMPA DUES-JUNE	1,500.00			604 959 4959	334	1010
	6595	06/28/19 FEES FOR SERVICES	1,677.21			604 959 4959	430	1010
	6595	06/28/19 PURCH'D POWER	169,474.58			604 956 4956	381	1010
	6595	06/28/19 PURCH'D POWER-TRANSMISSION	51,435.62			604 956 4956	381	1010
	6595	06/28/19 CAPACITY PURCHASED-JUNE	636.86			604 956 4956	381	1010
	6595	06/28/19 CIP MONTHLY ASSMNT-JUNE	1,308.30			604 959 4959	429	1010
		Total for Vendor:	226,032.57					
31836		5224 COLEMAN, THERESA	81.95					
	07/15/19	SHIRTS-KASSON AMBASSADORS	81.95*			877 100 4000	442	1010
		Total for Vendor:	81.95					
31908		5897 CUSTOM RETAINING WALLS &	3,494.88					
	I0206327	06/30/19 TREES-PH2 '17 STR ASSMNT PRO	3,494.88			423 311 4311	430 41602	1010
		Total for Vendor:	3,494.88					
31883		5149 D.C. WILDCATS BOYS H.S. HOCKEY	100.00					
	07/15/19	LIQUOR STORE AD SPONSOR	100.00			609 976 4976	343	1010
		Total for Vendor:	100.00					
31837		3780 DH ATHLETICS LLC	240.00					
	190067	07/08/19 WHITE FIELD MARKING PAINT	240.00			101 517 4517	210	1010
		Total for Vendor:	240.00					

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* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31838		5156 DODGE COUNTY INDEPENDENT/DODGE	270.00					
	7551	06/28/19 PC HEARING NOTICE	150.00			101 191 4191	351	1010
	7635	07/05/19 CC HEARING NOTICE	120.00			101 111 4111	351	1010
		Total for Vendor:	270.00					
31913		5813 ENTERPRISE FM TRUST	5,926.53					
	FBN3738014	07/03/19 MAINT CARDS	45.00			101 210 4210	430	1010
	FBN3738014	07/03/19 MAINT CARDS	15.00			101 220 4220	430	1010
	FBN3738014	07/03/19 MAINT CARDS	15.00			101 310 4310	430	1010
	FBN3738014	07/03/19 MAINT CARDS	12.50			101 522 4522	430	1010
	FBN3738014	07/03/19 MAINT CARDS	15.00*			601 944 4944	430	1010
	FBN3738014	07/03/19 MAINT CARDS	10.00*			602 949 4949	430	1010
	FBN3738014	07/03/19 MAINT CARDS	15.00			604 959 4959	430	1010
	FBN3738014	07/03/19 MAINT CARDS	2.50*			605 964 4964	430	1010
	FBN3738014	07/03/19 LEASES	1,853.99*			101 680 4210	550	1010
	FBN3738014	07/03/19 LEASES-INT	327.25*			101 680 4210	611	1010
	FBN3738014	07/03/19 LEASES	280.37*			101 680 4310	550	1010
	FBN3738014	07/03/19 LEASES-INT	39.67*			101 680 4310	611	1010
	FBN3738014	07/03/19 LEASES	158.93			601 2231		1010
	FBN3738014	07/03/19 LEASES-INT	22.49*			601 710 4710	611	1010
	FBN3738014	07/03/19 LEASES	158.93			602 2231		1010
	FBN3738014	07/03/19 LEASES-INT	22.49			602 710 4710	611	1010
	FBN3738014	07/03/19 2019 PW 1 PARTIAL	455.58			604 2231		1010
	FBN3738014	07/03/19 2019 PW 1 PARTIAL-INT	488.12*			604 710 4710	611	1010
	FBN3738014	07/03/19 2019 PW 2 PARTIAL	455.61			101 680 4522	550	1010
	FBN3738014	07/03/19 2019 PW 2 PARTIAL-INT	488.15*			101 680 4522	611	1010
	FBN3738014	07/03/19 2019 PW 3 PARTIAL	455.58			601 2231		1010
	FBN3738014	07/03/19 2019 PW 3 PARTIAL-INT	488.12*			601 710 4710	611	1010
	FBN3738014	07/03/19 2019 PW 3 REGISTRATION	33.75			604 959 4959	430	1010
	FBN3738014	07/03/19 2019 PW 3 REGISTRATION	33.75			101 522 4522	430	1010
	FBN3738014	07/03/19 2019 PW 3 REGISTRATION	33.75*			601 944 4944	430	1010
		Total for Vendor:	5,926.53					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
31839		21 ERDMAN'S SUPERMARKETS INC	342.02					
	15176 07/03/19	KAC CONCESSIONS	116.00			101 514 4514	262	1010
	07/10/19	KAC CONCESSIONS	3.50			101 514 4514	262	1010
	07/11/19	KAC CONCESSIONS	175.80			101 514 4514	262	1010
	07/17/19	B P CONCESSIONS	46.72			101 522 4522	262	1010
		Total for Vendor:	342.02					
31840		5734 EVENT RESOURCES PRESENTS, INC	950.00					
	04/16/19	BROOKE EDEN SERVICE FEE	950.00*			877 100 4000	430	1010
		Total for Vendor:	950.00					
31841		5842 FERRIS, MELISA	78.88					
	07/07/19	MILES-NEW OFFICIALS CONF	78.88*			101 111 4111	333	1010
		Total for Vendor:	78.88					
31874		5065 Gale/CENGAGE LEARNING INC	183.73					
	67207908 06/05/19	ADD'L CONTRACT COST	183.73			211 550 4550	219	1010
		Total for Vendor:	183.73					
31842		2723 GIBBS LAWN & SNOW CARE INC	7,918.33					
	13271 07/01/19	MONTHLY LAWN MOW-CEMETERY	1,958.33			610 984 4984	444	1010
	13271 07/01/19	WEED CONTROL-CEMETERY	1,300.00			610 984 4984	444	1010
	13271 07/01/19	WEED CONTROL-C H	125.00*			101 194 4194	440	1010
	13271 07/01/19	WEED CONTROL-PWB	195.00			101 310 4310	400	1010
	13271 07/01/19	WEED CONTROL-PARKS	4,340.00			101 522 4522	444	1010
		Total for Vendor:	7,918.33					
31843		56 GILLETTE PEPSI ROCHESTER	651.85					
	9363333 07/02/19	REIMB'D POP-P.W.B.	114.20			101 1151		1010
	9363333 07/02/19	REIMB'D SALES TAX ON POP	7.85			101 1151		1010
	9363333 07/02/19	REIMB'D SALES TAX ON POP	-7.85			101 2025		1010
	9363333 07/02/19	REIMB'D D C TRANSIT TAX ON PO	0.57			101 1151		1010
	9363333 07/02/19	REIMB'D D C TRANSIT TAX ON PO	-0.57			101 2026		1010
	9363332 07/02/19	A C CONCESSIONS	206.50			101 514 4514	262	1010
	9364445 07/09/19	A C CONCESSIONS	331.15			101 514 4514	262	1010
		Total for Vendor:	651.85					

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31844		3323 GOOD VIBRATIONS	200.00					
	07/15/19	MOVIE PROJECTIONIST 8/9	200.00*			877 100 4000	430	1010
31845		3323 GOOD VIBRATIONS	200.00					
	07/15/19	MOVIE PROJECTIONIST 8/16	200.00			101 517 4517	430	1010
		Total for Vendor:	400.00					
31846		5895 HALVORSON, JASON	165.27					
	R331701265 06/21/19	2019 FEST. RUN STICKERS	165.27*			877 100 4000	430	1010
		Total for Vendor:	165.27					
31884		5036 HOHENSTEINS INC	357.50					
	150003 07/10/19	BEER	357.50			609 975 4975	252	1010
		Total for Vendor:	357.50					
31847		3001 IIMC	110.00					
	23904 06/24/19	'19-'20 DUES-RAPPE	110.00			101 140 4140	334	1010
		Total for Vendor:	110.00					
31848		5896 INFRASCALE INC	399.99					
	489013 07/08/19	DATA PROTECT 7/8-12/31	200.00*			101 210 4210	440	1010
	489013 07/08/19	DATA PROTECT 1/1-7/9/20	199.99			101 1550		1010
		Total for Vendor:	399.99					
31885		25 JOHNSON BROTHERS LIQUOR CO	2,286.82					
	1332109 07/09/19	LIQUOR	1,400.27			609 975 4975	251	1010
	1332110 07/09/19	WINE	886.55			609 975 4975	251	1010
		Total for Vendor:	2,286.82					
31849		5162 JUST LIKE HOME S.A.C.C.	688.00					
	07/08/19	F D OFFICE SUPPLIES	688.00			101 220 4220	210	1010
		Total for Vendor:	688.00					

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31886		4356 K-M FOOTBALL BOOSTER CLUB	100.00					
	07/15/19	L.S. SPONSOR-GOLF TOURNEY	100.00			609 976 4976	343	1010
		Total for Vendor:	100.00					
31850		3454 KASSON CAR CARE	200.00					
	19265 04/17/19	TOW VEH TO IMPD 19-1541	100.00			101 210 4210	430	1010
	19741 07/08/19	TOW VEH #5 & CUT SPARE DOWN	100.00			101 210 4210	400	1010
		Total for Vendor:	200.00					
31915		3779 LAKESIDE EQUIPMENT CORPORATION	23,646.00					
	19-1365 06/25/19	RAKE ASSMBLY/SCREEN BASKET	23,646.00			602 947 4947	221	1010
		Total for Vendor:	23,646.00					
31887		3890 LETH ELECTRIC INC	5,660.00					
	5028 07/16/19	INSTALL 48 RES. LOAD CONTROLLE	5,660.00			604 959 4959	429	1010
		Total for Vendor:	5,660.00					
31851		2689 LOCATORS & SUPPLIES INC	218.40					
	0277391-IN 07/03/19	RED MARKING FLAGS	218.40			604 957 4957	220	1010
	0277391-IN 07/03/19	SALES TAX	15.02			604 957 4957	220	1010
	0277391-IN 07/03/19	SALES TAX	-15.02			604 2025		1010
	0277391-IN 07/03/19	D C TRANSIT TAX	1.09			604 957 4957	220	1010
	0277391-IN 07/03/19	D C TRANSIT TAX	-1.09			604 2026		1010
		Total for Vendor:	218.40					
31916		385 MAXSON ELECTRIC INC	824.60					
	6367 06/25/19	REPAIR MIXER MOTORS	255.00*			602 947 4947	400	1010
	6381 07/05/19	NEW TIMERS-GENERATOR ROOM	569.60*			602 947 4947	400	1010
		Total for Vendor:	824.60					
31852		376 MN DEPT OF HEALTH	23.00					
	13395 07/01/19	BLEESS-CLASS D OPERATOR LIC	23.00*			601 944 4944	430	1010
		Total for Vendor:	23.00					

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31909		55 MN ENERGY RESOURCES CORP	5,951.59					
	07/12/19	CORRECTED MAY BILLING-K.A.C.	2,158.26			101 514 4514	380	1010
	07/12/19	CORRECTED JUNE BILLING-K.A.C.	3,793.33			101 514 4514	380	1010
		Total for Vendor:	5,951.59					
31853		2454 MN PUBLIC FACILITIES AUTHORITY	713,985.76					
	07/01/19	2001A-PRINCIPAL	489,000.00			602 710 4710	601	1010
	07/01/19	2001A-INT	23,209.20			602 710 4710	611	1010
	07/01/19	2011A-PRINCIPAL	48,000.00			602 710 4710	601	1010
	07/01/19	2011A-INT	6,532.11			602 710 4710	611	1010
	07/01/19	2018A-PRINCIPAL	132,034.71			602 710 4710	601	1010
	07/01/19	2018A-INT	15,209.74			602 710 4710	611	1010
		Total for Vendor:	713,985.76					
31854		2537 NASRO	40.00					
	67092 07/01/19	ANN'L MEMBERSHIP-KASEL	40.00			101 210 4210	334	1010
		Total for Vendor:	40.00					
31876		4547 NELSON, JARROD	103.24					
	07/15/19	MILES-CMPAS MTG @ EDEN PRAIRIE	103.24			604 959 4959	333	1010
		Total for Vendor:	103.24					
31888		60 NORTHERN BEVERAGE DIST. CO. LL	12,359.20					
	417132 07/04/19	BEER	9,076.20			609 975 4975	252	1010
	417132 07/04/19	FREIGHT	2.00			609 975 4975	335	1010
	417539 07/11/19	BEER	3,279.00			609 975 4975	252	1010
	417539 07/11/19	FREIGHT	2.00			609 975 4975	335	1010
		Total for Vendor:	12,359.20					
31855		502 ON-SITE COMPUTERS INC	331.44					
	CW63838 06/30/19	VARIOUS COMPUTER ISSUES	305.94			101 192 4192	400	1010
	CW63892 06/30/19	COMPUTER ISSUE-C H	25.50			101 192 4192	400	1010
		Total for Vendor:	331.44					

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31856		5366 PARSONS	3,949.83					
	58517	06/30/19 REPAIRS TO PARKS CAMERAS	3,949.83			101 517 4517	400	1010
		Total for Vendor:	3,949.83					
31857		4424 PETERSILIE, AMY	12.95					
	07/10/19	FESTIVAL RUN SUPPLIES	12.95*			877 100 4000	430	1010
		Total for Vendor:	12.95					
31889		23 PHILLIPS WINE & SPIRITS	2,291.56					
	2584069	07/09/19 LIQUOR	2,057.56			609 975 4975	251	1010
	2584070	07/09/19 WINE	234.00			609 975 4975	251	1010
		Total for Vendor:	2,291.56					
31877		780 RAPPE, LINDA	67.86					
	07/17/19	MILES-MCFOA REG MTG	67.86			101 140 4140	333	1010
		Total for Vendor:	67.86					
31858		4358 REINHART FOODSERVICE LLC	1,918.83					
	385184	07/05/19 A C CONCESSIONS	813.97			101 514 4514	262	1010
	390922	07/12/19 A C CONCESSIONS	1,104.86			101 514 4514	262	1010
		Total for Vendor:	1,918.83					
31859		2005 RESERVE ACCOUNT	500.00					
	22870844-3	07/16/19 POSTAGE METER REFILL	105.50			101 140 4140	325	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	15.00			101 210 4210	325	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	15.00*			101 310 4310	325	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	15.00			101 510 4510	325	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	10.00			211 550 4550	210	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	15.00			290 650 4650	325	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	20.00			601 944 4944	325	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	20.00			602 949 4949	325	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	100.00			604 959 4959	325	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	15.00			605 963 4963	325	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	10.00			606 516 4516	210	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	100.00*			609 976 4976	210	1010
	22870844-3	07/16/19 POSTAGE METER REFILL	10.00			610 984 4984	210	1010

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	22870844-3	07/16/19 POSTAGE METER REFILL	15.00*			877 100 4000	430	1010
	22870844-3	07/16/19 POSTAGE-KAC EMPLOY LETTERS	34.50			101 514 4514	430	1010
		Total for Vendor:	500.00					
31890		63 SCHOTT DIST CO INC	15,300.07					
	358258	07/03/19 BEER	4,773.40			609 975 4975	252	1010
	358258	07/03/19 NA BEVERAGE	169.00			609 975 4975	254	1010
	358259	07/03/19 NA BEVERAGE	28.00			609 975 4975	254	1010
	359110	07/11/19 BEER	9,228.37			609 975 4975	252	1010
	359110	07/11/19 NA BEVERAGE	206.20			609 975 4975	254	1010
	359110	07/11/19 WINE	230.10			609 975 4975	251	1010
	359109	07/11/19 BEER	665.00			609 975 4975	252	1010
		Total for Vendor:	15,300.07					
31860		3818 SCHWAN'S HOME SERVICE INC	1,407.37					
	309020150	07/02/19 A C CONCESSIONS	528.98			101 514 4514	262	1010
	258337650	07/08/19 A C CONCESSIONS	236.55			101 514 4514	262	1010
	258337655	07/12/19 A C CONCESSIONS	641.84			101 514 4514	262	1010
		Total for Vendor:	1,407.37					
31861		2325 SE MN LEAGUE OF MUNICIPALITIES	40.00					
	07/15/19	'19-'20 MEMBERSHIP	40.00			101 111 4111	334	1010
		Total for Vendor:	40.00					
31878		64 SELCO	1,404.37					
	046583	07/02/19 JULY AUTOMATION & P C SUPPORT	1,404.37			211 550 4550	309	1010
		Total for Vendor:	1,404.37					
31917		5898 SERVICEMASTER RECOVERY BY	21,398.62					
	2019-07-01	07/15/19 RESTORATION-P D FLOODED	21,398.62*			101 417 4417	430	1010
		Total for Vendor:	21,398.62					
31891		3850 SOUTHERN GLAZER'S OF MN	697.02					
	5044721	06/28/19 FREIGHT	3.10			609 975 4975	335	1010
	49967	07/10/19 LIQUOR CREDIT	-20.98			609 975 4975	251	1010
	1841017	07/10/19 WINE	46.00			609 975 4975	251	1010
	1841017	07/10/19 LIQUOR	658.05			609 975 4975	251	1010

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	1841017	07/10/19 FREIGHT	10.85			609 975 4975	335	1010
		Total for Vendor:	697.02					
31862		5708 STAPLES BUSINESS CREDIT	176.73					
	7220596833	06/20/19 TELEPHONE CORD	9.29			101 140 4140	210	1010
	7220798634	06/21/19 ENVELOPES	44.78			101 140 4140	210	1010
	7220798634	06/21/19 SHARPIES	9.69			101 514 4514	210	1010
	7220798634	06/21/19 EPSON 68 BLK & CLR CARTRID	112.97			101 514 4514	210	1010
		Total for Vendor:	176.73					
31863		153 STUSSY CONSTRUCTION INC	520.18					
	44594	06/30/19 3/4" ROAD ROCK	55.24			601 943 4943	220	1010
	44594	06/30/19 1 1/2" SCREENED ROCK	464.94			101 310 4310	220	1010
		Total for Vendor:	520.18					
31864		4364 SWANK MOTION PICTURES INC	403.00					
	RG1628525	06/20/19 FESTIVAL MOVIE 8/9/19	403.00*			877 100 4000	430	1010
		Total for Vendor:	403.00					
31865		498 TEIGEN PAPER & SUPPLY INC	124.93					
	356952	07/08/19 NITRILE GLOVES	11.65			211 550 4550	220	1010
	356981	07/08/19 FOLD TOWELS/T TISSUE	68.07			211 550 4550	210	1010
	356981	07/08/19 CAN LINERS	45.21			211 550 4550	220	1010
		Total for Vendor:	124.93					
31866		204 THATCHER POOLS & SPAS INC	149.86					
	49393-1	07/12/19 PRESSURE GAUGE/ALKAL INDICATO	149.86			101 514 4514	210	1010
		Total for Vendor:	149.86					
31867		5773 THE ARBITRAGE GROUP INC	1,000.00					
	83025	07/03/19 ARBITRAGE AUDIT GO 2017A	250.00*			423 710 4710	430	1010
	83025	07/03/19 ARBITRAGE AUDIT GO 2017A	250.00*			601 944 4944	430	1010
	83025	07/03/19 ARBITRAGE AUDIT GO 2017A	250.00*			602 949 4949	430	1010
	83025	07/03/19 ARBITRAGE AUDIT GO 2017A	250.00*			605 964 4964	430	1010
		Total for Vendor:	1,000.00					

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31879		5834 THOMSON REUTERS - WEST	120.00					
	840582911	07/01/19 INVESTIGATIVE SUITE	120.00*			101 210 4210	440	1010
		Total for Vendor:	120.00					
31868		4146 TJOSAAS, ABIGAIL	49.73					
	07/03/19	INK CARTRIDGE	49.73			101 514 4514	210	1010
		Total for Vendor:	49.73					
31869		4446 TRACY SERVICES LLC	150.00					
	3104 07/03/19	LAWN MOW-602 6 AV NE	50.00			101	1151	1010
	3105 07/03/19	LAWN MOW-810 3 ST SE	100.00			101	1151	1010
		Total for Vendor:	150.00					
31919		71 UTILITY CONSULTANTS INC	2,453.50					
	101954 06/26/19	TOTAL COLIFORM	105.00			601 943 4943	440	1010
	101954 06/26/19	CBOD/TSS/FEC COLIF/TOT PHOSPH	2,094.00			602 947 4947	440	1010
	101967 06/26/19	MANTORVILLE TESTING	254.50			602 947 4947	440	1010
		Total for Vendor:	2,453.50					
31911		2108 VOLTIN, KEVIN	918.00					
	07/11/19	UMPIRE 34 ADULT S/B GAMES	918.00			101 517 4517	444	1010
		Total for Vendor:	918.00					
31892		5047 WATERVILLE FOOD & ICE INC	451.88					
	01-918963 07/06/19	ICE-LIQUOR STORE	137.41*			609 975 4975	257	1010
	05-910427 07/11/19	ICE-LIQUOR STORE	101.44*			609 975 4975	257	1010
	01-919057 07/16/19	ICE-LIQUOR STORE	213.03*			609 975 4975	257	1010
		Total for Vendor:	451.88					
31870		388 WESCO RECEIVABLES CORP	4,099.84					
	706904 07/03/19	APS ALUM 2-B	4,099.84			604 957 4957	220	1010
		Total for Vendor:	4,099.84					

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31893		2407 WINE MERCHANTS	60.00					
	7242485	07/09/19 WINE	60.00			609 975 4975	251	1010
		Total for Vendor:	60.00					
31871		50 XCEL ENERGY	15.63					
	644376279	07/03/19 UTIL SERV-STR LT 6/3-7/2	15.63			101 316 4316	380	1010
		Total for Vendor:	15.63					
		# of Claims	68	Total: 1084,884.11				

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CITY OF KASSON
Fund Summary for Claims
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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$49,382.46
211 Library Fund	
1010 CASH-OPERATING	\$2,004.94
290 Economic Development	
1010 CASH-OPERATING	\$15.00
386 Fire Truck and Equipment	
1010 CASH-OPERATING	\$6,392.00
423 3rd,4th 5th Av 2017 Street Assessment	
1010 CASH-OPERATING	\$3,744.88
601 Water Fund	
1010 CASH-OPERATING	\$1,627.11
602 Sewer Fund	
1010 CASH-OPERATING	\$741,466.02
604 Electric Fund	
1010 CASH-OPERATING	\$237,206.50
605 Storm Water	
1010 CASH-OPERATING	\$267.50
606 ICE ARENA	
1010 CASH-OPERATING	\$10.00
609 Liquor Fund	
1010 CASH-OPERATING	\$37,671.20
610 Maple Grove Cemetery	
1010 CASH-OPERATING	\$3,268.33
877 Festival in Park Fund	
1010 CASH-OPERATING	\$1,828.17
Total:	\$1,084,884.11

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

The claim batch dated _____ are approved for payment.

APPROVED _____ Council Member

See signature page
_____ Council Member

**CITY OF KASSON
RESOLUTION #7.__-19**

**RESOLUTION WAIVING PARK HOURS FOR FESTIVAL IN THE PARK,
A SPECIAL EVENT**

WHEREAS, the City Code of Ordinances, Section 92.01 provides that all City parks shall be closed to the public from 11:00 PM to 6:00 AM; and

WHEREAS, the City's Festival in the Park Committee has scheduled activities to take place in Veterans' Memorial Park; and

WHEREAS, vendors for the celebration have requested permission for over-night parking to accommodate their businesses for the duration of Festival in the Park.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF KASSON,
MINNESOTA;**

The City Code of Ordinances, Section 92.01 is hereby waived for a City Special Event:
Festival in the Park, August 9-11, 2019.

ADOPTED this 24th day of July, 2019.

ATTEST:

Chris McKern, Mayor

Linda Rappe, City Clerk

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: _____.

**CITY OF KASSON
RESOLUTION #7.____-19**

RESOLUTION APPOINTING FESTIVAL IN THE PARK VOLUNTEERS

WHEREAS, Festival in the Park is a city festival; and

WHEREAS, the City of Kasson is the liability insurance provider for Festival in the Park.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF KASSON, MINNESOTA;

The following Kasson area citizens are appointed by the City Council as volunteers for the Festival in the Park;

Chris McKern	Laura Seljan	Jeremy Leitzen	Abbey McKern
Candy McKern	Reid Spri	Kasie Gruber	Stevie Ersland
Joe Evans	Melissa Riess	Ethan Petersilie	Greg Ersland
Bruce Ebnet	John Hanson	Caelynn Petersilie	Sonja Ersland
Jan Naig	Patty Jo Hanson	Matt Bradford	Lori Eisterhold
Greg Naig	KM Cheer Team	Andrea Bradford	Carin Minelli
Amy Petersilie	American Family Ins.	Tina Worden	Trevor Stromme
Jon Christensen	Meghan Stromme	Curt Wigham	Stacey Evans
Lisa Christensen	Cassi McNeill	Rhonda Nelson	Chris Evans
Randy Carlsen	Alisha Banken	Ambassador Judges	Olivia Oolman
Everett Paulson	Jeremy Banken	Kasson Ambassadors	Cassidy Cowden
April Paulson	Bill Stromme	Kasson Ambassador	Julia Twaddle
Chris Ebnet	John Hazuka	Candidates	Bekah Twaddle
Tyler Christensen	Pam Clemens	Ambassador Emcee	Jen Brown
Ashley Christensen	J. J. Ogilvie	Andy Petersilie	Sam Macwery
Lisa Kleeberger	Jane Petersilie	Ryan Jech	Clair Gasner
T Jay Kleeberger	Peter Petersilie	Alyssa Leeper	Jaime Nawrocki
Alyx Kleeberger	Lizbeth Thomas	Nikki Andrist	Jana Nawrocki
Rylie Kleeberger	Jeremy Paulson	Paula Ricke	Sarah Brady
Aloaha Ricke	Emmet Ricke	Tom Ricke	Mary Carstensen
Dani Jax	Arment & Associates	Amanda Johnson	
DeeDee Halvorson	Abby Claffy	Grace Worden	Paige Funke
Chris Culverson	Brandy Claffy	Kevin Worden	Melissa Ferris
Mya Gilbertson	Mike Claffy	Ian Stauffer	Mike Anderson
Mazy Gilbertson	Shirley Claffy	Brenna Barwald	Kennedy Kraus
Josie Ibach	Brooklyn Stevens	Adrienne Volker	Catie Norris

ADOPTED this 24th day of July, 2019.

ATTEST:

Chris McKern, Mayor

Linda Rappe, City Clerk

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: _____.

**CITY OF KASSON
RESOLUTION #7.__-19**

**RESOLUTION APPROVING STREET CLOSINGS FOR
FESTIVAL IN THE PARK ACTIVITIES**

WHEREAS, the Festival in the Park Committee has scheduled a 5K and 1 mile run/walk on August 10 and will use the north side of 5th Street NW between 1st Avenue and 8th Avenue, the east side of 5th Avenue NW between 5th Street and 8th Street, the south side of 8th Street NW between 4th and 5th Avenues, and the north side of 6th Street NW between 1st and 4th Avenues between the hours of 7:15 and 9:15 A.M.; and,

WHEREAS, the Festival in the Park Committee has scheduled a car show, chalk art show, Pedal Pull, concert and other events to take place on 7th Street NW, on August 10 beginning at 7:00 A.M. as part of the annual celebration; and,

WHEREAS, the Festival in the Park Committee is hosting a concert in the park to take place on August 10 which requires a mobile stage that will be on 7th Street NW until midnight; and,

WHEREAS, the Festival in the Park Committee has scheduled a parade on August 11 which begins at 1:30 P.M. and will line up on 2nd Avenue NW, and travel west on 7th Street NW, south on 4th Avenue NW, west on 5th Street NW, south on 5th Avenue NW, east on 2nd Street NW and north on 1st Avenue NW to 7th Street NW and has requested no parking along the parade route and lineup area from 7:00 A.M. to 3:00 P.M.; and

WHEREAS, Kasson Fire Department Relief Association is hosting a street dance on Saturday night, August 10; and,

WHEREAS, Kasson Fire Department Relief Association will have entertainment and activities after the parade on Sunday, August 11,

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF KASSON,
MINNESOTA;**

The City Council of Kasson hereby grants its permission to barricade the following streets for Festival in the Park activities:

<u>Organization</u>	<u>Location</u>	<u>Date</u>
Festival in the Park Committee	Restrict parking along designated parade route	August 11, 2019

Resolution Approving Street Closings for Festival in the Park Activities

Barricade the following streets:

7th Street NW from Mant. Avenue to August 10, 2019
4th Avenue NW and 1st, 2nd, 3rd
Avenues NW from 6th to 7th Streets

North side of 5th Street NW between 1st Avenue
and 8th Avenue NW, East side of 5th Avenue NW
from 5th Street to 8th Street, the South side of
8th Street NW between 4th and 5th Avenue and
north side of 6th Street NW between 1st and 4th
Avenue
(during the Fun Run)

K.F.D. Relief Association	Main Street E from Mant. Ave to 2nd Ave NE	August 10, 2019
K.F.D. Relief Association	Main Street E from Mant. Ave to 2nd Ave NE	August 11, 2019

ADOPTED this 24th day of July, 2019.

ATTEST:

Chris McKern, Mayor

Linda Rappe, City Clerk

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: _____.

APPLICATION FOR FIREWORKS PERMIT

To the City Council of the City of Kasson in the County of Dodge, State of Minnesota:

The Undersigned owner whose address is C/O Kasson City Hall, 401 5th St SE, Kasson, MN

hereby applies for a permit for a fireworks display by J & M Displays on August 10, 2019 as part of Kasson Festival in the Park

Upon that certain tract of land described as follows: Lot _____; Block _____;

Plat or Addition _____; address _____;

Which is of the following size and area; width _____ feet; length _____ feet;

Area near the baseball fields of Veterans Memorial Park

SE Corner SW ¼ then E 1020'; N 23' W 360' N 264' W 660' 55495 beginning

And hereby agrees that, in case such permit is granted, that all work which shall be done and all materials which shall be used shall comply with the plans and specifications herewith submitted and with all the ordinances of said City applicable thereto.

Applicant further agrees to pay fees or assessments at the time and in the amounts specified as follows:

Waived

By: _____



Festival in the Park Committee Representative

Linda Rappe

From: Karen DuCharme <kducharme@semmchra.org>
Sent: Friday, July 19, 2019 9:56 AM
To: Linda Rappe
Cc: Buffy Beranek; Karen DuCharme
Subject: Kasson Emergency Housing Funding
Attachments: RESOLUTION Dodge County Emergency Housing Funding KASSON.doc

Good Morning –

Below is a summary of the proposed assistance that SEMMCHRA could administer on behalf of the City of Kasson to assist those property owners affected by flooding.

SEMMCHRA proposes the City of Kasson utilize its ability to levy in the City of Kasson. The funds could come from the City's general fund levy or partially from an HRA levy to create a program to get funds to affected households as quickly as possible. The program design proposed consists of:

- 0%, 5-year installment loan.
- Maximum loan amount would be set at \$3,000 per property secured through a program mortgage
- Funds are restricted to those at or below 115% of the State Median Income (1-2 Person Household is \$88,600; 3+ Person Household is \$101,890), which will be verified through property owner's 2018 tax return
- Repayment would be deferred for 6 months following the date the mortgage is executed.
- Repayments would be placed in a restricted account specifically for Kasson

SEMMCHRA's Board of Commissioners approved this program concept, contingent on the July 24th approval by Kasson City Council to fully reimburse SEMMCHRA, for the funds used for loans to residents for the recent flooding. SEMMCHRA agreed to not charge the City an administrative fee for these funds due to the emergent need and so the funds could be used to serve more families affected by the flood. The County is supporting the SEMMCHRA for the remainder of 2019 and SEMMCHRA is already administering a loan program within the City of Kasson. Full utilization of the HRA levy could cause operational complexities if the County approves an HRA levy for 2020.

A resolution for the Council's consideration is attached for the Council Meeting.

If you have any questions or need additional information, please feel free to contact me.

Thank you.

Karen DuCharme, Administrative Development Director
Southeastern MN Multi-County Housing & Redevelopment Authority
134 East Second Street | Wabasha, MN 55981
651.565.2638, ext. 213 | cell: 608.406.0344 | www.semmchra.org

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**RESOLUTION #7.X-19
CITY OF KASSON**

**RESOLUTION APPROVING AND AUTHORIZING USE OF FUNDS TO
ESTABLISH EMERGENCY HOUSING FUNDING FOR DODGE COUNTY**

WHEREAS, areas of Dodge County sustained damage due to flooding and sewage back-up; and

WHEREAS, property owners at or below 115% of the State Median Income have limited access to funding to assist with recovery efforts; and

WHEREAS, the Southeastern Minnesota Multi-County Housing and Redevelopment Authority (the HRA) can make loans to property owners to help with the initial recovery efforts on behalf of the City of Kasson (the City); and

WHEREAS, the HRA will make installment loans up to \$3,000 for 5-years at 0% interest; and

WHEREAS, the City will reimburse the HRA for the total amount of loans made to affected property owners, which is estimated will be approximately \$69,500; and

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Kasson hereby approves and authorizes the use of funds to establish emergency housing funding for Dodge County.

Adopted this 24th day of July, 2019

Dated: _____

Mayor

Attest: _____

City Clerk

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: _____.

CITY OF KASSON
RESOLUTION # 7.x-19
RESOLUTION DENYING A ZONING MAP AMENDMENT
FOR THE PARCEL KNOWN AS
1103 EIGHTH AVENUE NW, KASSON, MN

WHEREAS, Jason Wilker has submitted a request for a Zoning Map Amendment for the parcel known as 1103 Eighth Ave NW, Kasson, MN; and

WHEREAS, at a public hearing duly held on the 8th day of July, 2019, the Planning Commission heard testimony of all persons wishing to comment; and

WHEREAS, the Kasson Code of Ordinances, in Section 154.028(A) authorizes the City Council to adopt amendments to its zoning ordinance that reflect changes in the goals and policies of the City as reflected in the Comprehensive Plan or changes in conditions in the City; and

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

WHEREAS, following the public testimony and review of a legal opinion, the Planning Commission reviewed all relevant information regarding the request for a Zoning Map Amendment; and

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 Zoning Map Amendment for the parcel known as 1103 Eighth Ave NW, Kasson, MN:

The requested amendment does not reflect a change in the goals and policies of the City as reflected in the Comprehensive Plan or changes in conditions in the City. The Comprehensive Plan indicates that the future use of the subject area is as Medium Density Residential. The future land use designation as Medium Density Residential is more compatible with the existing R-1 zoning district, than with the M-1 zoning district as requested by the applicant.

BE IT FURTHER RESOLVED that the Zoning Map Amendment for the parcel known as 1103 Eighth Ave NW, Kasson, MN, is hereby denied.

Adopted this 24th day of July, 2019.

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: --.

Staff Planning Review

Zoning Map Amendment Application

1103 8th Ave NW, Kasson, MN

“rezone” from R-1 to M-1

Includes: Application
 Site Plan
 Evidence of Ownership

Zoning

154.028 Zoning Amendments

Reflect Changes in the Goals of the City

Reflected in the Comprehensive Plan

Reflect Changes in Conditions in the City

Comprehensive Plan

Future Land Use – Medium Density to Low Density Residential (page 4-6)

Neighborhood Design Principles (page 4-11)

Blend residential, civic institutions and parks

Goal 4.4 - Ensure future development occurs in a coordinated, connected and compatible manner relative to existing development (page 4-16)

USE AGREEMENT

This use agreement is entered into this 1 day of July, 2019 by and between the Dodge County Agricultural and Mechanical Society and the City of Kasson.

Whereas, The City of Kasson currently is managing the Dodge County Ice Arena which is located on property owned by Dodge County but which is also the location of the Dodge County Fairgrounds;

Whereas, Minnesota Statute provides that the Dodge County Agricultural and Mechanical Society has control of the grounds and all buildings located on the Fairgrounds during the time of the fair;

Whereas, the City of Kasson wishes to continue to use and control the Dodge County Ice Arena during the time designated as the Dodge County Fair;

Now, therefore the parties wish to create an agreement to allow the cities continued use of the Ice Arena, and compensate the Agricultural and Mechanical Society for the inability to use the building.

1. The City shall pay to the Agricultural and Mechanical Society on or before July 1, the sum of \$10,000.00 per year.
2. This agreement shall be effective for 2019, 2020, 2021, 2022 and 2023, for this same amount of compensation, any use of the facility after such years will need to be negotiated between the parties and no other notices shall be necessary to reflect the Agricultural and Mechanical Society's ability to use such property in subsequent years if no agreement is reached.
3. The Agricultural and Mechanical Society shall cause to be made, 25 parking passes which shall be effective for use in each of the years provided above. ~~Passes issued at the inception of this agreement shall be the only ones issued and new passes will not be issued on a calendar year.~~

The above constitutes the agreement by and between the parties for the use of the property and there are no other agreements or obligations of either party other than those identified above.

City of Kasson

By: _____

It: _____

By: _____

Its: _____

Dodge County Agricultural and Mechanical Society

By: * Marilyn Jensen

Its: President

By: Tom Frake

Its: Vice President

**DODGE COUNTY – CITY OF KASSON
DODGE COUNTY ICE ARENA MANAGEMENT AGREEMENT**

This Agreement made between Dodge County, a political subdivision of the State of Minnesota, hereinafter called the "County", and the City of Kasson, Minnesota, a municipal corporation under the Laws of the State of Minnesota, hereinafter called the "City".

WHEREAS, the County and the City are desirous of entering into an agreement under the authority of the Joint Exercise of Powers Act (Minnesota Statute Sections 471.59, 471.15, and 471.16) whereby the City will manage, supervise and maintain the Dodge County Ice Arena located in Kasson, Minnesota.

NOW, THEREFORE, it is hereby mutually agreed between the County and the City as follows:

1. The Dodge County Ice Arena shall be under the management, supervision and control of the City for the purpose of providing an exhibition center and a public ice skating facility beginning on January 1, 2010. The Dodge County Ice Arena shall continue to be operated for its primary intended purpose for youth athletic activities. Dodge County shall no longer manage, supervise and control the Dodge County Ice Arena as of December 31, 2009.
2. The City shall perform all functions relating to the supervision, administration, operation, and maintenance of the building including necessary snow removal on walks, drives and parking areas immediately adjacent to the building. Major capital repairs (\$25,000 or more) shall require prior approval of both the Dodge County Commissioners and the City Council of the City of Kasson. The City and County shall equally share the costs of these major capital repairs.
3. Each party shall be responsible for providing general liability coverage while operations are under their direction. The County shall insure the Ice Arena building, improvements and adjacent parking lot for fire and extended coverage, vandalism, malicious mischief and all risk coverage. The City shall insure all contents which it owns. The City and County agree that in the event all or any part of the Premises (including buildings, improvements or other real or personal property located thereon) are damaged or destroyed by fire or other casualty and/or if any time loss is suffered as a result thereof, the rights or claims of either party or its employees, agents, successors or assigns against the other with respect to such liability for any loss, destruction or damage suffered as a result of negligence of either party or their employees or agents, are hereby released and discharged and any and all subrogation rights or claims

under any insurance coverage's insuring the Premises and City or County property on the Premises are likewise waived to the extent of the insurance coverage carried. All policies of fire and extended coverage, vandalism, malicious mischief and all risk insurance coverage covering the Premises and time element exposures, shall contain a clause or endorsement providing that the insurance shall not be prejudiced if the insureds have waived their right of recovery (including subrogation rights) against any person or any company prior to the date of loss, destruction or damage.

4. The City and County shall each pay one-half of net operating loss or equally share net operating profit.
5. The City shall be the paying agent for all expenditures for the administration, operation and maintenance of the Dodge County Ice Arena.
6. The City shall keep an accurate record of all fees and revenues received and all expenditures made and expenses incurred in the operation of the Arena. The term "expenditures" shall include, but shall not be limited to, the following: the cost of labor for operating the Arena (including employee benefits such as PERA, FICA, Medicare contribution and the cost of major medical and hospitalization insurance); the cost of all utilities; the cost of snow plowing and grounds keeping; the cost of repairs; the cost of maintenance of the Ice Arena building and parking areas and grounds; the cost of motor fuel; the cost of supplies, the cost of training employees; the cost of accounting for the Dodge County Ice Arena; the cost of telephone service to the Ice Arena and the cost of merchandise for resale. The net operating loss or net operating profit of the Ice Arena shall be determined by subtracting the sum total of all expenditures made by the City and the County in the operation of the Arena from Gross Revenues. Each year, as income and expenses are audited, City and County representatives shall meet and review the annual financial condition of the Dodge County Ice Arena. Thereafter, City and County representatives shall determine appropriate expenditures to comply with Section 4 of this Agreement.
7. The Dodge County Fair Board shall be allowed to use the Dodge County Ice Arena during the Dodge County Fair in the year 2010. The ice shall be removed from the Dodge County Ice Arena by the City at the expense of the City and County for the entire period of the 2010 Dodge County Fair.
8. This Agreement shall be in effect from January 1, 2010 through December 31, 2011 and shall automatically renew each January 1st thereafter, unless terminated in writing by either party. Any termination permitted under this paragraph shall be effective on December 31 of any

year, and shall be accomplished by written notice given by the terminating party to the other party at least 120 days prior to December 31.

Dated: 1/24/10

COUNTY OF DODGE

BY [Signature]
Chairperson, Dodge County

ATTEST [Signature]
Dodge County Attorney

Dated: 1/29/10

CITY OF KASSON/MN

BY [Signature]
Mayor, City of Kasson

ATTEST [Signature]
Clerk-Administrator, City of Kasson

**UNAPPROVED MINUTES OF THE
DODGE COUNTY BOARD OF COMMISSIONERS REGULAR MEETING HELD
MARCH 26, 2019**

Chair

Convene County Board Meeting

The Dodge County Commissioners met in regular session March 26, 2019, in the County Board Room at the Dodge County Government Services Building, Mantorville, MN, at 5:00 p.m. Chair John Allen called the meeting to order at 5:00 p.m.

Attendee Name	Title	Status	Arrived
John Allen	District 1	Present	5:00 PM
Tim Tjosaas	District 2	Present	5:00 PM
Rodney Peterson	District 3	Present	5:00 PM
Rhonda Toquam	District 4	Absent	
David Kenworthy	District 5	Present	5:00 PM

Pledge of Allegiance

The pledge of allegiance was recited.

Determine Quorum

The Chair acknowledged those present and established there was a quorum:

Also present: Jim Elmquist County Administrator
 Becky Lubahn Deputy Clerk

Establish Agenda

It was noted item 2.1 (Rochester Sand & Gravel Credit Card Processing Fee) is being pulled and will be discussed at a later date.

Motion by Kenworthy seconded by Peterson to approve and adopt the agenda as amended.

Amended Agenda Approved

Motion Adopted [Unanimous]

Consent Agenda

Motion by Tjosaas seconded by Kenworthy to approve the following Consent Agenda items:

Motion Adopted [Unanimous]

1.1. Board of Commissioners - Regular Meeting - Mar 12, 2019 9:30 AM

Lisa Kramer, Finance Director**Rochester Sand & Gravel Credit Card Processing Fee Discussion Postponed**

The Finance Director was unable to attend the meeting therefore the Rochester Sand & Gravel Credit Card Processing Fee agenda item will be discussed at a later date in order to allow the Finance Director to comment on the request.

Motion No Vote

Rose Culbertson, Taxpayer Services Director**Bills Reviewed**

Ms. Culbertson reviewed bills with the Board.

Motion by Peterson seconded by Kenworthy to approve the bills as discussed in the following amounts from the appropriate funds as determined by Finance:

01	Revenue Fund	\$ 268,038.96
13	Road and Bridge Fund	\$ 24,531.37
16	Environmental Quality Fund	\$ 9,839.87
	Total	\$ 302,410.20

Motion Adopted [Unanimous]

Eric Thronson, Fair Board Representative**Dodge County Ag Society Ice Arena Discussion**

Fair Board Representative Eric Thronson met with the Board to discuss the Dodge County Agricultural & Mechanical Society's solution to usage of the Dodge County Ice Arena during the Dodge County fair from 2019-2023.

Fair Board member Randy Ness was also available to comment on the proposal.

Mr. Thronson reported after meetings were held with Ice Arena staff and hockey coaches they have come to the realization that there is high demand for ice time in Dodge County and it isn't practical to close the Ice Arena during the fair.

It was estimated the lost revenue for the Ice Arena during the fair would be approximately \$19,400.

The Fair Board had planned for roughly 50 booths in the ice area which would have provided them with \$11,600 in revenue.

The proposed solution is that the Dodge County Agricultural & Mechanical Society (Fair Board) would enter into a 5-year agreement with the City of Kasson. This agreement will secure use of

the ice during the county fair. The City of Kasson would pay an annual level rental fee to the Fair Board each year in order to leave the ice in at the Ice Arena and not rent the building out to vendors during the fair.

Mr. Thronson provided the following overview of the proposal:

- Term: 5 years beginning with 2019 county fair.
- Cost: \$10,000 annually to be paid in quarterly or monthly installments, TBD.
- Considerations: Fair Board will reserve 15 (\$50 value each) parking spaces in the south lot of the Middle School strictly for patrons of the Ice Arena during the fair and the city will also be provided 10 (\$20 value each) fair parking passes.

The objective is to eliminate contention and uncertainty regarding the use of the Ice Arena.

The following needs were identified:

1. Community and School athletics use of the Ice Arena during MSHSL allocated coaching time periods.
2. Provides the Fair Board with alternative funds to use towards upgrades to buildings and facilities currently used for vendors during the fair and Dodge County families throughout the year.
3. Builds a better working relationship between all parties involved, as they begin to plan for future growth and development of the fair grounds for the entire county.

Mr. Thronson suggested the county sell the Ice Arena floor cover and repurpose those funds towards upcoming refrigeration upgrades.

Mr. Thronson noted after discussing usage needs with the coaches at each level, from youth to varsity hockey, they also see better utilization of the Ice Arena without scheduling breaks during the fair as being in the best interest of the entire community.

The Fair Board will begin planning for alternatives for the Commercial Vendor demand they have during the fair.

The City of Kasson has been informed of the Fair Board's proposal and they are in favor of moving forward with discussion on the current year after confirming whether or not the Ice Arena can be fully utilized now that the uncertainty has been eliminated.

Kasson City Administrator, Theresa Coleman was available to comment on the proposal.

Commissioner Peterson stated he was ok with the proposal, however the Ice Arena is on the fairgrounds and was originally intended to be used by the fair during the summer. Mr. Peterson wants to see the fair grow and will go along with the proposal as a gesture of good will and in appreciation of the hard work of the Fair Board.

Commissioner Tjosaas thanked the Fair Board members for their hard work on the proposal and

the City of Kasson who is open to considering the proposal.

Commissioner Kenworthy concurred with the other Commissioner's comments.

Ms. Coleman stated this will be difficult year for the Ice Arena as they had already told people the Ice Arena would not be available during the fair. They will now have to see if they can get something scheduled back in the building now that it will be available during the fair.

Brief discussion took place on whether or not the Board needed to take action.

Commissioner Peterson commented the Dodge County Board doesn't get involved in any of the other Fair Board contracts, therefore he felt the Fair Board could work out the details regarding the agreement with the City of Kasson without County Board approval.

Mr. Thronson indicated all they needed from the County Board would be their endorsement.

It was the consensus of the Board that they endorsed the concept of an agreement between the Fair Board and City of Kasson to leave the ice in during the Fair and for the City of Kasson to pay an annual fee to leave the ice in.

The Board thanked the Fair Board members for the information and their efforts to resolve this ongoing issue.

Motion No Vote

Kelly Vincelette, Dodge County 4-H Program Coordinator

DC Pumas AMC Award

The DC Pumas 4-H Club provided the Board with a short presentation on the AMC award they recently were awarded. The Pumas are the first all Hispanic 4-H club in the State of Minnesota and have done many great cultural awareness projects. 4-H and Extension staff were also available to answer any questions and provide a short update on the work that is happening in Dodge County 4-H and Extension.

Ms. Vincelette informed the Board the DC Pumas 4-H Club is an outstanding club which has become a role model for other clubs in the state of Minnesota. The 4-H Program Coordinator stated what this club is doing is being discussed nationally and other 4-H clubs have begun modeling clubs after the Dodge County Pumas 4-H Club.

Commissioner Allen stated Dodge County is very proud of all of them and what they are doing.

DC Pumas 4-H member Monica Rodriguez shared information with the Board regarding what they as a club have learned in relation to Dia de los muertos (Day of the Dead), Las Posadas, and Alebrijes.

Ms. Vincelette briefly discussed community impact and outreach efforts which included the

RESOLUTION #11.8-14

Resolution Approving and Directing an
Agreement between the City of Kasson and Dodge County
on behalf of the Dodge County Fair Board

WHEREAS, Dodge County has purchased an insulated floor to be used at the Dodge County Ice Arena in Kasson, MN; and,

WHEREAS, the City of Kasson shall include \$12,000 in the 2015 Ice Arena budget, of which the City and County share joint responsibility through a Management Agreement, in order to account for the full cost of the insulated floor; and,

WHEREAS, the Dodge County Fair Board shall be able to use the Dodge County Ice Arena for Fair purposes beginning in 2015; and,

WHEREAS, the Dodge County Fair Board shall provide storage and care for the insulated floor and shall coordinate with management of the Dodge County Ice Arena to determine the applicable dates necessary to place the floor for the Dodge County Fair; and,

WHEREAS, the Dodge County Fair Board shall be responsible for the timely placement and removal of the insulated floor for Dodge County Fair purposes; and,

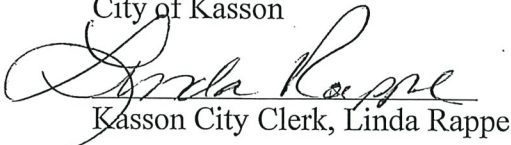
WHEREAS, the insulated floor may be made available to other organizations for use at the Dodge County Ice Arena.

NOW, THEREFORE, BE IT RESOLVED: that the City of Kasson and Dodge County approve of the use of an insulated floor at the Dodge County Ice Arena for the week of the Dodge County Fair. Any other uses of the insulated floor shall be agreed to by Dodge County and the City of Kasson.

Dated this 25th Day of November, 2014



Mayor Matt Nelson
City of Kasson



Kasson City Clerk, Linda Rappe

Rod Peterson, Chair
Dodge County Commissioners

Dodge County Administrator, Jim Elmquist

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

CHAPTER 38

COUNTY AGRICULTURAL SOCIETIES, FAIRS, EXTENSION SERVICE

38.01	COUNTY AGRICULTURAL SOCIETIES; FORMATION, POWERS.	38.20	SUPPLEMENTAL TO EXISTING LAWS.
38.013	TORT LIABILITY.	38.27	COUNTY AGRICULTURAL SOCIETIES.
38.02	AID, DISTRIBUTION.		COUNTY EXTENSION
38.03	LEASE OF COUNTY LANDS.	38.33	COORDINATION TO MAINTAIN COUNTY EXTENSION WORK.
38.04	ANNUAL MEETINGS; REPORTS.	38.331	DEFINITIONS.
38.05	POWER OF EMINENT DOMAIN.	38.34	COUNTY BOARD MAY PAY FOR EXTENSION WORK.
38.12	APPROPRIATIONS BY MUNICIPALITIES.	38.345	APPROPRIATIONS BY MUNICIPALITIES.
38.14	APPROPRIATIONS FOR COUNTY FAIRS.	38.35	STATE APPROPRIATIONS; HOW SPENT.
38.15	SITES AND BUILDINGS.	38.36	COUNTY EXTENSION COMMITTEE.
38.16	EXEMPTION FROM ZONING ORDINANCES.	38.37	COUNTY EXTENSION COMMITTEE; PROGRAM, COUNTY AGENTS.
38.18	COUNTY FAIRGROUNDS; IMPROVEMENT AIDED.		
38.19	EXPENDITURE OF APPROPRIATIONS.	38.38	EXTENSION COMMITTEE; DUTY, OFFICERS, PAY.

38.01 COUNTY AGRICULTURAL SOCIETIES; FORMATION, POWERS.

(a) An agricultural society or association may be incorporated by citizens of any county, or two or more counties jointly, but only one agricultural society shall be organized in any county. An agricultural society may sue and be sued in its corporate name; may adopt bylaws, rules, and regulations, alter and amend the same; may purchase and hold, lease and control any real or personal property deemed to promote the objects of the society, and may rent, lease, sell, exchange, and convey the same. Any income from the rental or lease of the property may be used for any or all of the following purposes: (1) Acquisition of additional real property; (2) Construction of additional buildings; or (3) Maintenance and care of the society's property. This section shall not be construed to preclude the continuance of any agricultural society now existing or the granting of aid to the society.

(b) An agricultural society shall have jurisdiction and control of the grounds upon which its fairs are held and of the streets and adjacent grounds during the fair, so far as may be necessary for fair purposes, and are exempt from local zoning ordinances throughout the year as provided in section 38.16.

(c) The society may contract with the sheriff, local municipality, or security guard as defined in section 626.88 to provide the society with police service. A person providing police service pursuant to a contract is not, by reason of the contract, classified as an employee of the agricultural society for any purpose other than the discharge of powers and duties under the contract.

(d) Any person who shall willfully violate any rule or regulation made by agricultural societies during the days of a fair shall be guilty of a misdemeanor.

The provisions of this section supersede all special laws on the same subject.

History: (7885) RL s 3097; 1909 c 416 s 1; 1911 c 381 s 5; 1921 c 464 s 1; 1923 c 146 s 1; 1923 c 232 s 1; 1937 c 352 s 1; 1955 c 618 s 1; 1963 c 408 s 1; 1986 c 444; 1Sp2005 c 1 art 1 s 67; 2011 c 14 s 14

38.011 [Repealed, 1955 c 618 s 6]

38.012 [Repealed, 1955 c 618 s 6]

38.013 TORT LIABILITY.

Subdivision 1. **General.** Except as provided in subdivision 2, the provisions of chapter 466, regarding tort liability, apply to county agricultural societies organized under this chapter.

Subd. 2. **Unpaid board members; liability.** A person who serves without compensation as a member of the board of a county agricultural society created or organized under this chapter is not civilly liable for an act or omission by that person if the act or omission was in good faith, was within the scope of the person's responsibilities as a member of the board, and did not constitute willful or reckless misconduct.

This subdivision does not apply to:

- (1) an action or proceeding brought by the attorney general for a breach of a fiduciary duty by a board member;
- (2) a cause of action to the extent it is based on federal law; or
- (3) a cause of action based on a board member's express contractual obligation.

This subdivision does not limit the liability of a member of the board for physical injury to the person of another or for wrongful death that is personally and directly caused by the board member.

For purposes of this subdivision, the term "compensation" means any thing of value received for services rendered, except:

- (1) reimbursement for expenses actually incurred;
- (2) a per diem in an amount not to exceed the per diem authorized for state advisory councils and committees under section 15.059, subdivision 3; or
- (3) payment by the county agricultural society of insurance premiums on behalf of a member of the board.

History: 1978 c 659 s 1; 1990 c 555 s 5

38.02 AID, DISTRIBUTION.

Subdivision 1. **Pro rata distribution; conditions.** (a) Money appropriated to aid county and district agricultural societies and associations shall be distributed among all county and district agricultural societies or associations in the state pro rata, upon condition that each of them has complied with the conditions specified in paragraph (b).

(b) To be eligible to participate in the distribution of aid, each agricultural society or association shall have:

- (1) held an annual fair for each of the three years last past, unless prevented from doing so because of a calamity or an epidemic declared by the community health board as defined in section 145A.02, subdivision 5, the state commissioner of health, or the Board of Animal Health to exist;
- (2) an annual membership of 15 or more;
- (3) paid out to exhibitors for premiums awarded at the last fair held a sum not less than the amount to be received from the state;

(4) published and distributed, or made available on an Internet website, not less than three weeks before the opening day of the fair a premium list, listing all items or articles on which premiums are offered and the amounts of such premiums and shall have paid premiums pursuant to the amount shown for each article or item to be exhibited; provided that premiums for school exhibits may be advertised in the published premium list by reference to a school premium list prepared and circulated during the preceding school year; and shall have collected all fees charged for entering an exhibit at the time the entry was made and in accordance with schedule of entry fees to be charged as published in the premium list;

(5) paid not more than one premium on each article or item exhibited, excluding championship or sweepstake awards, and excluding the payment of open class premium awards to 4H Club exhibits which at this same fair had won a first prize award in regular 4H Club competition; and

(6) submitted to the commissioner of agriculture on or before the first day of November of the year in which the fair was held its annual report of premiums paid.

(c) All payments authorized under the provisions of this chapter shall be made only upon the presentation by the commissioner of agriculture with the commissioner of management and budget of a statement of premium allocations. As used herein the term premium shall mean the cash award paid to an exhibitor for the merit of an exhibit of livestock, livestock products, grains, fruits, flowers, vegetables, articles of domestic science, handicrafts, hobbies, fine arts, other products of a creative nature, and articles made by school pupils, or the cash award paid to the merit winner of events such as 4H Club or Future Farmer contest, youth group contests, school spelling contests and school current events contests, the award corresponding to the amount offered in the advertised premium list referred to in schedule 2. Payments of awards for horse races, horse pulls, tractor pulls, demolition derby, automobile or other racing, jackpot premiums, ball games, musical contests, talent contests, parades, and for amusement features for which admission is charged, are specifically excluded from consideration as premiums within the meaning of that term as used herein. The amount shall be computed as follows: On the first \$750 premiums paid by each society or association at the last fair held, the society or association shall receive 100 percent reimbursement; on the second \$750 premiums paid, 80 percent; on the third \$750 premiums paid, 60 percent; and on any sum in excess of \$2,250, 40 percent. The commissioner of management and budget shall make payments not later than July 15 of the year following the calendar year in which the annual fair was held to those agricultural societies or associations entitled to payments under the provisions of this chapter.

(d) If the total amount of state aid to which the agricultural societies and associations are entitled under the provisions of this chapter exceeds the amount of the appropriation, the amounts to which the societies or associations are entitled shall be prorated so that the total payments by the state will not exceed the appropriation.

Subd. 1a. **Premiums for certain livestock and livestock products.** A livestock and livestock product exhibit for which a premium may be paid pursuant to subdivision 1, paragraph 3, includes, but is not limited to, livestock exhibited live on the association or society grounds and the carcass of the same animal exhibited later at a place of slaughter off the association or society grounds.

Subd. 2. [Repealed, 2004 c 254 s 49]

Subd. 3. [Repealed, 2009 c 94 art 1 s 107]

Subd. 4. [Repealed, 2009 c 94 art 1 s 107]

History: (7886) *RL s 3098; 1911 c 381 s 6; 1913 c 425 s 1; 1915 c 243 s 1; 1919 c 138 s 1; 1921 c 452 s 1; 1923 c 301 s 1; 1925 c 47 s 1; 1929 c 211 s 1; 1937 c 352 s 2; 1947 c 493 s 1; 1949 c 508 s 1; 1951 c*

446 s 1-4; 1953 c 69 s 1; 1955 c 618 s 2-4; 1963 c 195 s 1; 1963 c 408 s 2; 1967 c 513 s 1; 1973 c 492 s 14; 1976 c 163 s 4,5; 1976 c 239 s 14; 1977 c 121 s 2-4; 1977 c 305 s 45; 1983 c 300 s 22,23; 1984 c 654 art 3 s 30; 1986 c 444; 1987 c 309 s 24; 2003 c 128 art 3 s 35,36; 2004 c 254 s 6,7; 2009 c 101 art 2 s 109; 2014 c 291 art 7 s 28

38.03 LEASE OF COUNTY LANDS.

The county board of any county may lease to agricultural societies established and existing in its county, for such period and on such terms as it shall deem expedient, any lands of the county, including any portion of lands of the county used as a poor farm, to be used by the society for fair purposes. The society may construct on the leased land, suitable buildings, racetracks, and other improvements; provided, that in case of the leasing by the county board of any county of lands previously set aside as a poor farm, such improvements shall be constructed according to a plan previously submitted to the county board and approved by it.

History: (7887) *RL s 3099; 1915 c 346 s 1; 1955 c 618 s 5*

38.04 ANNUAL MEETINGS; REPORTS.

Every county agricultural society shall hold an annual meeting for the election of officers and the transaction of other business on or before the third Tuesday in November. Service on the county agricultural society board or as an officer of the board is not a public office. Elected officials of the state or its political subdivisions may serve on the board or be elected as officers.

At the annual meeting, an officer of the society shall make a report of its proceedings for the preceding year and a financial statement prepared in accordance with generally accepted accounting principles. The report must also list the amount paid out for premiums and for other purposes.

Reports of the society are public data under chapter 13 and must be made available for inspection by any person.

History: (7888) *RL s 3100; 1911 c 381 s 7; 1919 c 114 s 1; 1947 c 493 s 2; 1973 c 492 s 14; 1976 c 181 s 2; 1977 c 121 s 5; 1983 c 214 s 32; 1984 c 655 art 1 s 6; 1986 c 444; 1989 c 164 s 1; 2004 c 254 s 8; 2004 c 290 s 19*

38.05 POWER OF EMINENT DOMAIN.

Every county agricultural society may acquire, by power of eminent domain, such private real property as may be necessary or convenient for the transaction of the public business for which it was formed.

History: (7888-1) *1921 c 296 s 1; 2006 c 214 s 20*

38.06 [Repealed, 1955 c 618 s 6]

38.07 [Repealed, 1955 c 618 s 6]

38.08 [Repealed, 1955 c 618 s 6]

38.09 [Repealed, 1955 c 618 s 6]

38.10 [Repealed, 1955 c 618 s 6]

38.11 [Repealed, 1955 c 618 s 6]

38.12 APPROPRIATIONS BY MUNICIPALITIES.

The council of any city and the board of supervisors of any town having fairs of county and district agricultural societies or associations, who are members of the Minnesota State Agricultural Society, held within or in close proximity to their corporate limits, may appropriate money to the agricultural society or association.

History: (7889) 1913 c 546 s 1; 1973 c 123 art 5 s 7; 2004 c 254 s 9

38.13 [Repealed, 2004 c 254 s 49]

38.14 APPROPRIATIONS FOR COUNTY FAIRS.

Subdivision 1. **Conditions, procedures, bond.** A county board may annually appropriate money to assist in maintaining a county fair managed by a county agricultural society. The appropriation shall be made either to the treasurer of the society or to some other suitable person.

Subd. 2. **Except Ramsey County.** This section and section 38.15 do not apply to Ramsey County.

History: (737) 1913 c 271 s 1; 1917 c 311 s 1; 1923 c 205; 1951 c 218 s 1; 1959 c 173 s 1; 1974 c 435 art 7 s 1; 1986 c 444; 2004 c 254 s 10

38.15 SITES AND BUILDINGS.

The county board in any county may appropriate money for the purpose of procuring a suitable site and erecting on it a suitable county building, for the building or repairing of a race track and for grading and improving the grounds, to be used in connection with a county fair, but the site and the building and improvements remain the property of the county, and the appropriation shall be used only for the purpose of acquiring the site and building and grading and for the necessary care, repair, maintenance, and upkeep thereof.

History: (738) 1913 c 271 s 2; 1917 c 311 s 2; 1957 c 637 s 1; 2004 c 254 s 11

38.16 EXEMPTION FROM ZONING ORDINANCES.

When lands lying within the corporate limits of towns or cities are owned by a county or agricultural society and used for agricultural fair purposes, the lands and the buildings now or hereafter erected are exempt from the zoning, building, and other ordinances of the town or city; provided, that no license or permit need be obtained from, nor fee paid to, the town or city in connection with the use of the lands. For the purposes of this section, "agricultural fair purposes" includes the management of property as provided in section 38.01, paragraph (a).

History: (738-1) 1927 c 212; 1931 c 166 s 1; 2004 c 254 s 12; 1Sp2005 c 1 art 1 s 68

38.161 [Repealed, 1995 c 207 art 9 s 61]

38.162 [Repealed, 1995 c 207 art 9 s 61]

38.17 [Repealed, 1989 c 277 art 2 s 77]

38.18 COUNTY FAIRGROUNDS; IMPROVEMENT AIDED.

Each town, statutory city, or school district in this state, at any time having an estimated market value of all its taxable property of more than \$105,000,000, and having a county fair located within its corporate limits, may pay part of the expense of improving the fairground to the treasurer of the county owning the

fairground, not exceeding \$10,000, as its governing body, by resolution, determines to be for the best interest of the political subdivision. The amounts paid to the county must be used solely to improve the fairground in the manner the county board determines to be for the best interest of the county.

History: (738-3) 1925 c 321 s 1; 1973 c 123 art 5 s 7; 1988 c 719 art 5 s 84; 1989 c 329 art 13 s 20; 1990 c 480 art 9 s 1; 2013 c 143 art 14 s 1

38.19 EXPENDITURE OF APPROPRIATIONS.

The county board owning any such fairground may expend the funds so appropriated and paid over by any such town, statutory city, or school district for the use of the county, in the same manner as the funds of the county set apart for these purposes may be expended; and may, by resolution, set apart for the use of the town, statutory city, or school district any building, or any portion of the fairground, that may be constructed or otherwise improved with the funds so appropriated and paid over to the county by the town, statutory city, or school district, but the title to the building, or other improvement, shall be and remain the property of the county as part of the fairground property.

History: (738-4) 1925 c 321 s 2; 1973 c 123 art 5 s 7

38.20 SUPPLEMENTAL TO EXISTING LAWS.

Sections 38.18 to 38.20 shall be supplemental to any existing laws authorizing any town, statutory city, or school district to appropriate funds to aid in the carrying on of any county fair located within the limits of the town, statutory city, or school district, and any town, statutory city, or school district which now has such power shall continue to have such power to make the appropriations to any such county agricultural society as may be authorized by existing laws.

History: (738-5) 1925 c 321 s 3; 1973 c 123 art 5 s 7

38.21 [Omitted, Local]

38.22 [Omitted, Local]

38.23 [Omitted, Local]

38.24 [Omitted, Local]

38.25 [Omitted, Local]

38.26 [Repealed, 1974 c 435 art 6 s 1]

38.27 COUNTY AGRICULTURAL SOCIETIES.

Subdivision 1. **Tax levy; powers.** All counties may annually levy a tax upon all property subject to taxation and appropriate and pay over the proceeds of this tax to any county agricultural society of its county which is a member of the State Agricultural Society, to assist the society in paying its financial obligations and for the construction, reconstruction, alteration, repairs and improvements of necessary buildings.

Subd. 2. [Repealed, 1973 c 583 s 37]

Subd. 3. [Repealed, 1989 c 277 art 2 s 77]

History: (738-15) 1927 c 111; 1947 c 97 s 1; 1953 c 514 s 1; 1963 c 142 s 1; 1973 c 583 s 4; 1978 c 659 s 2; 1987 c 384 art 2 s 8; 1989 c 277 art 2 s 1

38.28 [Repealed, 1989 c 277 art 2 s 77]

38.29 [Omitted, Local]

38.30 [Omitted, Local]

38.31 [Repealed, 1974 c 435 art 6 s 1]

38.32 [Repealed, 1965 c 45 s 73]

COUNTY EXTENSION

38.33 COORDINATION TO MAINTAIN COUNTY EXTENSION WORK.

Sections 38.33 to 38.38 coordinate the work of the federal, state, and county government and the Minnesota Extension Service of the University of Minnesota to maintain county extension work.

History: (6121) 1923 c 423 s 1; 1953 c 202 s 1; 1990 c 376 s 1

38.331 DEFINITIONS.

Subdivision 1. **Application.** In sections 38.33 to 38.38, the definitions in this section apply.

Subd. 2. **County extension work.** "County extension work" means educational programs and services provided by extension educators in the areas of agriculture; agricultural finance; economic development; nutrition; youth leadership development including 4-H programs; leadership; and environment and natural resources.

Subd. 3. **Director of extension.** "Director of extension" means the dean and director of the Minnesota Extension Service of the University of Minnesota.

History: 1990 c 376 s 2; 2002 c 373 s 23

38.34 COUNTY BOARD MAY PAY FOR EXTENSION WORK.

A board of county commissioners may incur expenses and spend money for county extension work as provided in sections 38.33 to 38.38.

History: (6122) 1923 c 423 s 2; 1953 c 202 s 2; 1990 c 376 s 3

38.345 APPROPRIATIONS BY MUNICIPALITIES.

The council of any city and the board of supervisors of any town may spend money for county extension work, as provided in sections 38.33 to 38.38.

History: 2010 c 333 art 1 s 14

38.35 STATE APPROPRIATIONS; HOW SPENT.

Money appropriated by the state to maintain and pay expenses of county extension work must be spent under the direction of the director of extension, who, acting with the county extension committee, shall carry out sections 38.33 to 38.38.

History: (6124) 1923 c 423 s 4; 1953 c 202 s 3; 1986 c 444; 1990 c 376 s 4

38.36 COUNTY EXTENSION COMMITTEE.

Subdivision 1. **Committee composition.** A county must have an extension committee. The committee must have nine members. Two members must be county commissioners appointed by the county board. The county auditor or the auditor's designee must be a member. If the county has no office of auditor, the county board shall appoint a member from the county administration. Six members must be appointed at large by the county board as provided in this section. The county board at its annual meeting shall appoint for a term of three years the number of members required to fill the memberships on that committee expiring at that time.

Subd. 2. **Budget recommendations.** In cooperation with the director of extension, or the director's designee, the county extension committee, each year, in accordance with county budgetary deadlines, shall prepare a budget showing the total funds available and needed and shall recommend to the county board the amount of county funds necessary to maintain, support, and pay the expenses of county extension work during the following year. A copy of the budget must be presented to the county board.

Subd. 3. **County appropriations, how spent.** The county board shall consider the recommended county share of money necessary to maintain, support, and pay the expenses of county extension work during the following year. For these purposes, the county board may appropriate money annually from its general revenue fund and may include the amount of the county's share in the annual levy of county taxes or may make a special levy for county extension purposes or both. The money set aside and appropriated by the county board for these purposes is the county extension fund. Money from the fund may be paid out by orders of the director of extension, or the director's designee, to pay a part of the compensation of the agents employed, to pay directly the compensation of county support employees, and to pay other expenses incident to county extension work. An order to pay money from the fund must not be issued until the expenditure has been audited and signed by the county auditor or other appropriate county official. A balance in the county extension fund at the end of a year must be carried over or reappropriated.

History: (6125) 1923 c 423 s 5; 1947 c 157 s 1; 1951 c 390 s 1; 1951 c 412 s 1; 1953 c 202 s 4; 1957 c 208 s 1; 1963 c 198 s 1; 1969 c 1081 s 1; 1973 c 528 s 1; 1973 c 583 s 5; 1986 c 444; 1990 c 376 s 5

38.37 COUNTY EXTENSION COMMITTEE; PROGRAM, COUNTY AGENTS.

The county extension committee shall, annually, plan a program of county extension work in cooperation with the Minnesota Extension Service of the University of Minnesota and the United States Department of Agriculture. To run the program, the county extension committee, acting with the director of extension, or the director's designee, shall recommend for employment suitable and qualified persons to be known as extension agents. The extension agents must be employed according to university personnel procedures and must be university employees. The extension agents shall provide educational programs and services to enhance the quality and productivity of county extension work.

History: (6126) 1923 c 423 s 6; 1953 c 202 s 5; 1969 c 1081 s 2; 1986 c 444; 1990 c 376 s 6

38.38 EXTENSION COMMITTEE; DUTY, OFFICERS, PAY.

The county extension committee shall encourage all individuals and organizations to cooperate to make profitable use of extension activities. It shall elect its own chair and vice-chair, who shall serve for one year. The county auditor, the auditor's designee, or the appointee from the county administration is the secretary of the county extension committee. The secretary shall keep a record of all its proceedings and shall forward copies of all resolutions of the county board appropriating funds to the director of extension. County commissioners who are members of the committee may receive a per diem under section 375.055, subdivision

1, and may be reimbursed for their necessary expenses, including mileage under section 471.665. Other committee members may be reimbursed for expenses or may receive a per diem allowance under section 375.47.

History: (6127) 1923 c 423 s 7; 1953 c 202 s 6; 1957 c 208 s 2; 1969 c 1081 s 3; 1975 c 301 s 1; 1986 c 444; 1990 c 376 s 7

Theresa Coleman

From: publicworks@cityofkasson.com
Sent: Thursday, July 11, 2019 9:20 AM
To: 'Theresa Coleman'
Subject: FW: Storm Damage Claim CP88585
Attachments: Scope Notes.docx; IMG_8184.JPG; IMG_8213.JPG

From: Forys, Mike [<mailto:MForys@lmc.org>]
Sent: Wednesday, July 10, 2019 1:06 PM
To: publicworks@cityofkasson.com
Subject: Storm Damage Claim CP88585

Charlie,

Thanks for showing me around yesterday and tell Ron and Chris thanks for lunch! I have attached my scope notes from our inspections yesterday for review. If you have any questions please feel free to email or call. I have also attached 2 photos from different locations showing the size of the hail damages to the steel roofing.

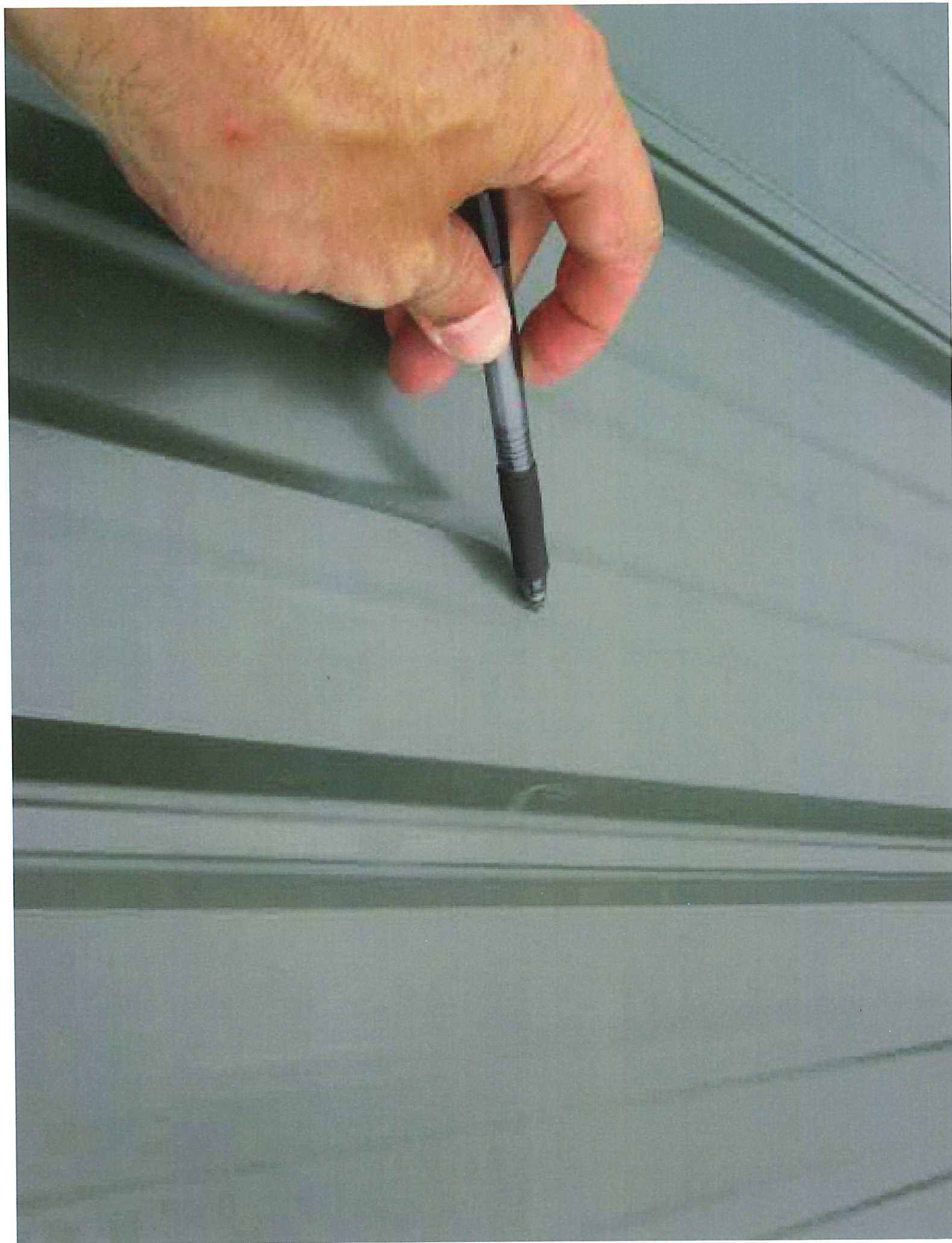
Going forward please let me know what locations the City wishes to repair. I will create a spreadsheet to keep track. The City will then need to get 2-3 estimates per location if possible for the repairs. I will review the estimates and then contact the City back once the estimates have been approved. At that point the City can schedule the work. All damages related to this claim are subject to the \$500.00 deductible, this is only applied once related to the loss.

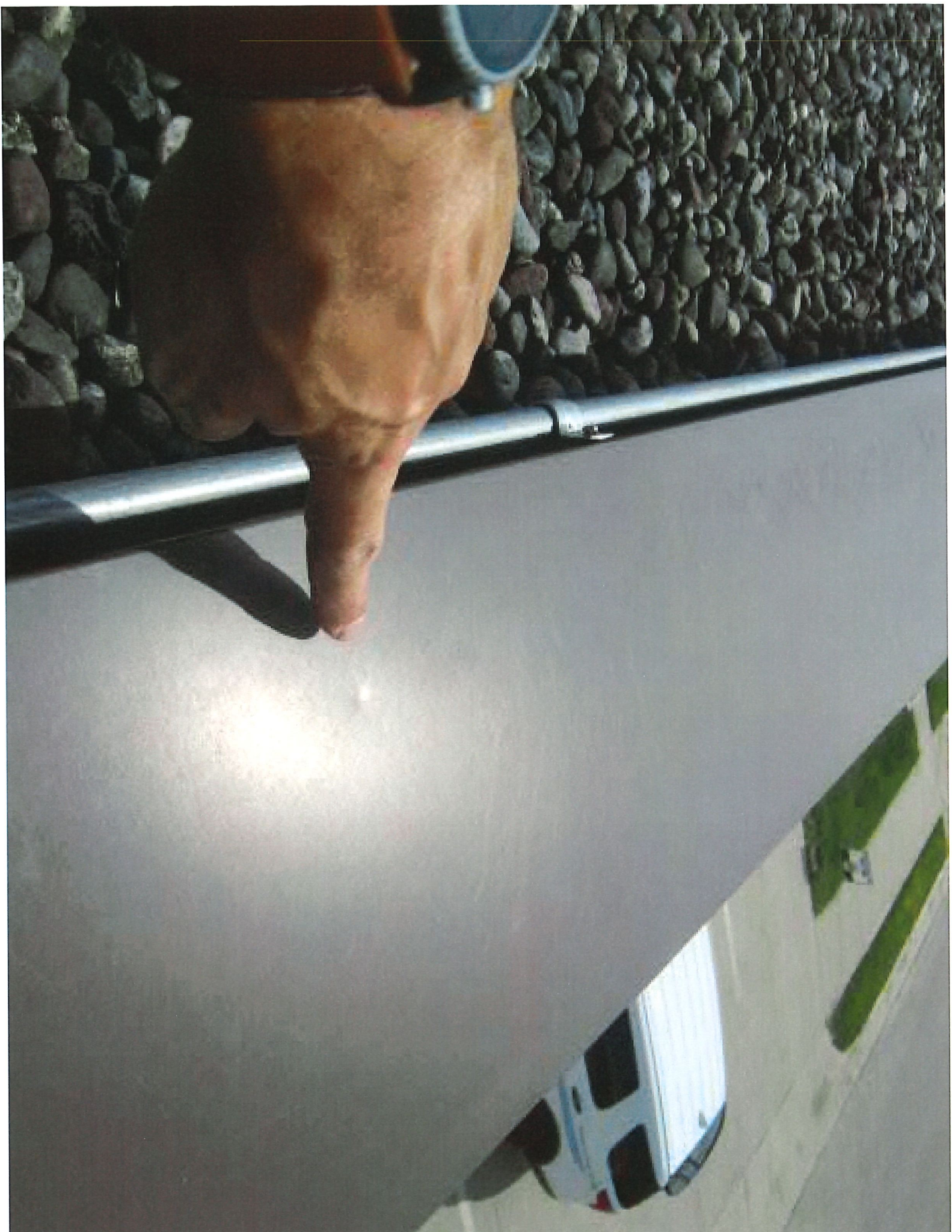
Please let me know if you have any questions on the claim process.

Thanks,

Mike Forys | Claims Adjuster
Tel: (651) 600-1080 | Fax: (866) 281-1297
mforys@lmc.org | www.lmc.org
League of Minnesota Cities
145 University Ave. West | St. Paul, MN 55103

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Met with Charlie Bradford, Pub Wrks Director, inspected multiple locations for hail damages. Charlie was at all locations and verified damages with me. I explained to Charlie the LMCIT policy on cosmetic hail damages for steel roofs and buildings. Cosmetic damage means that the damage will not affect the life of the building, but if the City chooses to replace the steel we will reimburse them once repairs are completed. Charlie confirmed that he understood cosmetic damages to me.

We inspected City Hall first, location #1. It did not have hail damage to the laminate shingles or exterior of the building, but did have some minor wind damage to the ridge shingles. There was 10'lf of ridge shingles that need to be repaired.

We then went to the Cemetery and inspected the building there, location #8. It did not have any hail damage to the laminate shingled roof or exterior of the building.

Lions Park Shelter was inspected next, location #43??. It had pea size hail damage to the steel roofing. The damage is cosmetic. The roof is 17.6 squares.

We looked at Well #2, location #36, and did not find any hail damage to the vinyl siding or the 3 tab shingles. The shingles are worn out, past their life, and in need of replacement, but not due to hail.

We went to the Library next, location #06, and inspected it for hail damages. There was no hail damages to the flat roofs and no damages to the stucco/concrete exterior. We looked at the AC unit and did not find hail damage to the units. There are 7 units, 5 of which have hail guards, the other 2 did not have hail damages either.

The Police station, location #3, was looked at next. The exterior did not have damage due to hail to the vinyl siding on the east or the block on the other 3 sides. We inspected the roof and did not find any hail damages to the steel roof. This steel is older and off a thicker gauge which is why we did not find any hail damage. The parapet wall cap on the west roof did have pea size hail damage. The cap is 132'lf at 6" and 72'lf at 12". This damage is also cosmetic.

The Fire Station, location #2, was very similar to the Police Station. There was no hail damage to the steel siding or steel roofing due to the age and thickness.

We then went to East Diamond Park, location #28??. and inspected the dugouts. There was no hail damage to the laminate shingles. There was 5-6 shingles that are missing on each dugout that need to be repaired.

Well #5 was looked at next, location #37. It did not have any hail damage to the laminate shingles or exterior of the building.

North Park Shelter West was next on our list, location #48. The shelter had pea size hail damage to the steel roof. The damage is cosmetic and the roof measures 19.04 sqs.

The Concession Stand was inspected then, location #21. The stand and shelter had pea size hail damage to the steel roof. The damage is cosmetic. The shelter is 8.32 sqs and the stand is 2.28 sqs.

North Park dugouts, north and south, did not have any hail damage to the laminate shingles. The Aquatic Center was inspected next, location #38. There was no hail damage to the laminate shingles or exterior of the building. There was wind damage to the pool chairs (28) at \$75 or \$2100.00. There was also wind damage to the Pool umbrella. It costs \$4500.00.

We then went to Park Maintenance building and inspected it for hail damage, location #23. The building had pea size hail damage to the steel roof. It was very difficult to see and is considered cosmetic. There was no hail damage to the exterior. The roof is 36 sqs.

Picnic Shelter east was inspected. It is location #20. There was pea size hail damage to the steel roofing. The damage is cosmetic. The roof is 36.3 sqs.

The Duplex was next on our list(#52). There was no hail damage to the laminate shingle roof, but there was damage to the east side of the home. The vinyl siding was damaged by hail. It had 8-10 hits to the vinyl that caused damage. The vinyl (4.5") on the east side is 276.75 sf. There was one other hit on the north side of the house. This can be pieced in with the siding from the east side. No other damage to the vinyl siding on the other sides of the house was found.

Public works building was looked at; it is location #9, #10, and #11. The Office building (#9) did not have hail damage to the flat roof, but did have hail damage to parapet wall cap. The ac unit had hail damage and should be combed. The damage is cosmetic to the roof. The North building (#10) had no hail damage to the exterior, but did have cosmetic pea size hail damage to the steel roof. The roof is 212.5 sqs. The Aux building (#11) also had cosmetic pea size hail damage to the roof. The roof is 120 sqs. There was no damage to the steel siding from hail.

We then looked at the buildings at the WWTP. The first building was the Storage Building (#14). It had cosmetic pea size hail damage to the steel roof. The exterior steel siding was not damage by hail. The roof is 35.86 sqs. The Main building, location ???, had no damages to the roof of the building from hail. There was cosmetic pea size hail damage to the parapet wall cap. The small storage shed (NW corner) also had hail damage to the east side vinyl siding. The is 110 sf. The clarifiers both had cosmetic hail damage to their domes. The locations of the clarifiers is ???. There was no other hail damage to the remaining 2 buildings at the WWTP both of which had flat roofs, one with a brick exterior and the other with steel.

There are photos in the file showing the hail damages, however, even with pointing out the hail damage it is still very difficult to see the damages to the steel.



Drinking Water Protection Section
P.O.Box 64975-0975
St. Paul, MN 55164-0975
651/201-4700. FAX 651/201-4701

Bacteriological/Disinfectant Residual Monthly Report
(Partial)

Public Water System ID (7 digits) 1 2 0 0 0 0 5		Laboratory Certification ID (9 digits) 0 2 7 - 1 6 1 - 1 8 6	
NAME OF WATER SUPPLY SYSTEM Kasson Water Dept.		LABORATORY NAME UC LABORATORY	Analyst Name See Below Setup/Read
ADDRESS 401 5th Street SE		Total Coliform Analysis Method <input type="checkbox"/> Membrane Filter <input type="checkbox"/> MPN 10 ml	I verify that this report is accurate. <i>[Signature]</i>
CITY Kasson	ZIP 55944	<input checked="" type="checkbox"/> Colilert <input type="checkbox"/> MPN 100 ml	PHONE (507) 234-5835

7.12.19

Routine Samples

Report For MM/YY	Number of Samples required Per Month	Number of Samples Collected	Number of Sites Where D.R. Was Measured	Monthly Average D.R. (Total Chlorine or Chloramine. mg/l)	Number of Samples Positive for Total Coliform	Number of Samples Positive For E Coli	Percent of Samples Positive for Total Coliform (for systems required to collect 40 or more samples)
Jul/2019	7	4	4	0.34	0	0	

Original Positive Samples

Collection Date	Distribution Location (address or name of facility)	Analysis Date	Results (Total Coliform/E.Coli)

Repeat Samples (Lab may attach sheet with additional repeat sample locations.)

Collection Date	Source/Well#(s) or Distribution Location (address or name of facility)	Analysis Date	Results (Total Coliform/E.Coli)

*Disinfectant Residual (chlorine/chloramine) monitoring samples must be collected at the same sample points and same time as coliform samples.

Sample #1 Kwik Trip	Cl Residual 0.17	Rec Temp 1.0 oC	SW/SW
Sample #2 Erdmans	Cl Residual 0.78	Rec Temp 1.0 oC	SW/SW
Sample #3 Library	Cl Residual 0.08	Rec Temp 1.0 oC	SW/SW
Sample #4 WWTP	Cl Residual 0.32	Rec Temp 1.0 oC	SW/SW

Sample(s) met thermal preservation requirements

Theresa Coleman

From: Dickey, Kimberly <Kimberly.Dickey@nexteraenergy.com>
Sent: Thursday, July 11, 2019 1:03 PM
To: Undisclosed recipients:
Subject: Dodge County Wind Second Amended Public Hearing Schedule
Attachments: DODGE COUNTY WIND_Second+Amended+Schedule (2).pdf

Dodge County Wind Project Stakeholders,

I have met with the majority of you in the last month to provide a project update and outline public hearing schedules later this summer. In that short window of time the MNPUC has requested an additional 30 days to review proposed alternate transmission line routes. This has adjusted the timeline in a few ways and as follows and as attached (see official schedule as amended by the MNPUC ALJ).

Note the new public hearing dates for the DEIS (August 20th) and the final project hearing date (September 18th). For each hearing date, there will be two sessions—one session from 1-4 pm and another from 6-9/10 pm).

The August hearing will be at the KM Wi-Fi PAC and the September hearing will be at the Dodge County Fairgrounds in the Main Pavilion.

Public notice of these changes and release of the DEIS will come later this month on or around July 29, 2019.

Thank you for your continued flexibility and support and apologies in advance for the group email but I wanted to get this information in your hands as quickly as possible and at the same time.

As always, feel free to reach out to me via email or phone with questions or concerns.

Respectfully,

Kimberly Dickey
Project Manager
NextEra Energy Resources
319.536.4891

STATE OF MINNESOTA
OFFICE OF ADMINISTRATIVE HEARINGS
FOR THE PUBLIC UTILITIES COMMISSION

In the Matter of the Application of Dodge County Wind LLC for a Certificate of Need and Site Permit for the Dodge County Wind Project and Associated Facilities in Dodge, Steele, and Olmsted Counties, Minnesota, and a Route Permit for the 345 kV High-Voltage Transmission Line Associated with the Dodge County Wind Project in Dodge and Olmsted Counties.

SECOND AMENDED SCHEDULE

On June 28, 2019, Dodge County Wind LLC (Applicant) advised Administrative Law Judge Jim Mortenson that due to a delay in the completion of the Draft Environmental Impact Statement (DEIS) the parties have agreed on further changes to the schedule of events and deadlines as amended on April 18, 2019.

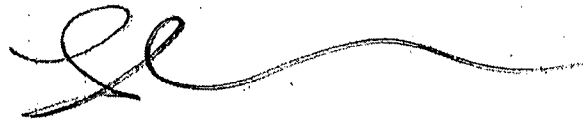
Based on the agreement of the parties in accordance with the First Prehearing Order, with minor additions by the Judge, the schedule is further amended as follows:

Document or Event	Prior Due Date	Revised Due Date
Applicant's Prefiled Written Direct Testimony	N/A (completed)	N/A (completed)
DEIS Issued	June 28, 2019	July 29, 2019
Notice of DEIS Availability and Public Information Meeting - Estimated	June 28, 2019	July 29, 2019
Intervention Deadline	July 3, 2019	July 31, 2019
Non-Applicant Prefiled Written Direct Testimony	July 8, 2019	August 6, 2019
DEIS Public Meeting ¹	July 18, 2019	August 20, 2019
Close of DEIS Public Comments	August 1, 2019	August 30, 2019
Notice of Contested Case Hearing Dates, Times, and Locations	July 30, 2019	August 30, 2019
Prefiled Written Rebuttal Testimony	July 26, 2019	August 30, 2019
Prefiled Written Surrebuttal Testimony	August 9, 2019	September 13, 2019
Public Hearing(s)	August 21, 2019	September 18, 2019

¹ Estimated/subject to venue availability.

Telephonic Prehearing Conference ²	August 22, 2019, 9:30 a.m.	September 16, 2019, 9:30 a.m.
Evidentiary Hearing ³	August 27 and 28, 2019	September 19 and 20, 2019
Public Hearing Comment Period Closes	September 10, 2019	September 27, 2019
Applicant's Post-Hearing Brief and Proposed Findings	September 13, 2019	October 8, 2019
Non-Applicants' Post-Hearing Briefs and Proposed Findings	October 4, 2019	October 18, 2019
Final EIS – estimated	October 11, 2019	November 1, 2019
Reply Briefs and Revised Findings	October 23, 2019	November 15, 2019
Administrative Law Judge's Report	November 22, 2019	December 16, 2019

Dated: July 1, 2019



JIM MORTENSON
Administrative Law Judge

² To call-in, dial 888-742-5095 and enter conference code 685 684 1864#.

³ The hearing will be held in a Commission hearing room in St. Paul.

July 1, 2019

See Attached Service List

Re: In the Matter of Dodge County Wind, LLC IP-6981/CN-17-306; IP-6981/WS-17-307; IP-6981/TL-17-308

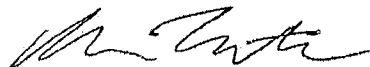
**OAH 5-2500-35668
MPUC IP6981/TL-17-306, 307, 308**

To All Persons on the Attached Service List:

Enclosed and served upon you is the Administrative Law Judge's **SECOND AMENDED SCHEDULE** in the above-entitled matter.

If you have any questions, please contact me at (651) 361-7857, ian.lewenstein@state.mn.us, or via facsimile at (651) 539-0310.

Sincerely,



IAN LEWENSTEIN
Legal Assistant

Enclosure

STATE OF MINNESOTA
OFFICE OF ADMINISTRATIVE HEARINGS
PO BOX 64620
600 NORTH ROBERT STREET
ST. PAUL, MINNESOTA 55164

CERTIFICATE OF SERVICE

In the Matter of Dodge County Wind, LLC IP-6981/CN-17-306; IP-6981/WS-17-307; IP-6981/TL-17-308	OAH Docket No.: 5-2500-35668
---	---------------------------------

Sheena Denny certifies that on July 1, 2019, he served the true and correct **SECOND AMENDED SCHEDULE** by eService, and U.S. Mail, (in the manner indicated below) to the following individuals:

First Name	Last Name	Email	Company Name	Address	Delivery Method	View Trade Secret
Generic Notice	Commerce Attorneys	commerce.attorneys@ag.state.mn.us	Office of the Attorney General-DOC	445 Minnesota Street Suite 1800 St. Paul, MN 55101	Electronic Service	Yes
Ian	Dobson	residential.utilities@ag.state.mn.us	Office of the Attorney General-RUD	1400 BRM Tower 445 Minnesota St St. Paul, MN 551012131	Electronic Service	Yes
Sharon	Ferguson	sharon.ferguson@state.mn.us	Department of Commerce	85 7th Place E Ste 280 Saint Paul, MN 551012198	Electronic Service	No
Andrew	Gibbons	andrew.gibbons@stinson.com	Stinson Leonard Street	50 S 6th St Ste 2600 Minneapolis, MN 55402	Electronic Service	No
Katherine	Hinderlie	katherine.hinderlie@ag.state.mn.us	Office of the Attorney General-DOC	445 Minnesota St Suite 1800 St. Paul, MN 55101-2134	Electronic Service	No
Linda	Jensen	linda.s.jensen@ag.state.mn.us	Office of the Attorney General-DOC	1800 BRM Tower 445 Minnesota Street St. Paul, MN 551012134	Electronic Service	No
Peter	Madsen	peter.madsen@ag.state.mn.us	Office of the Attorney General-DOC	Bremer Tower, Suite 1800 445 Minnesota Street St. Paul, Minnesota 551017741	Electronic Service	No
Brian	Meloy	brian.meloy@stinson.com	Stinson, Leonard, Street LLP	50 S 6th St Ste 2600 Minneapolis, MN 55402	Electronic Service	No
James	Mortenson	james.mortenson@state.mn.us	Office of Administrative	PO BOX 64620 St Paul MN 55164	Electronic Service	No

			Hearings	0620		
Brian J	Murphy	Brian.J.Murphy@nee.com	Nextera Energy Resources, LLC	700 Universe Blvd LAW-JB Juno Beach, FL 33408	Electronic Service	No
Janet	Shaddix Elling	jshaddix@janetshaddix.com	Shaddix And Associates	7400 Lyndale Ave S Ste 190 Richfield, MN 55423	Electronic Service	Yes
Mike	Weich	Mike.Weich@nexteraenergy.com	Dodge County Wind, LLC	700 Universe Blvd Juno Beach, FL 33408	Electronic Service	No
Daniel P	Wolf	dan.wolf@state.mn.us	Public Utilities Commission	121 7th Place East Suite 350 St. Paul, MN 551012147	Electronic Service	Yes

Generic Notice	Commerce Attorneys	commerce.attorneys@ag.state.mn.us	Office of the Attorney General-DOC	445 Minnesota Street Suite 1800 St. Paul, MN 55101	Electronic Service	Yes
Jason	Czeczok	office@byronfuneralhome.com	Bryon Funeral Home	1620 Voll Drive NW Bryon, MN 55920	Electronic Service	No
Brenda	Davis	Bdavis.asset@gmail.com		69650 230th Ave Kasson, MN 55944	Electronic Service	No
Melissa	DeVetter	melissa.devetter@co.dodge.mn.us	Dodge County	721 N Main St Dept 123 Mantorville, MN 55955	Electronic Service	No
Ian	Dobson	residential.utilities@ag.state.mn.us	Office of the Attorney General-RUD	1400 BRM Tower 445 Minnesota St St. Paul, MN 551012131	Electronic Service	Yes
Dennis	Edgar	N/A		66441 240th Ave Kasson, MN 55944	Paper Service	No
Sharon	Ferguson	sharon.ferguson@state.mn.us	Department of Commerce	85 7th Place E Ste 280 Saint Paul, MN 551012198	Electronic Service	No
Andrew	Gibbons	andrew.gibbons@stinson.com	Stinson Leonard Street	50 S 6th St Ste 2600 Minneapolis, MN 54002	Electronic Service	No
Katherine	Hinderlie	katherine.hinderlie@ag.state.mn.us	Office of the Attorney General-DOC	445 Minnesota St Suite 1800 St. Paul, MN 55101-2134	Electronic Service	No
Linda	Jensen	linda.s.jensen@ag.state.mn.us	Office of the Attorney General-DOC	1800 BRM Tower 445 Minnesota Street St. Paul, MN 551012134	Electronic Service	No
Peter	Madsen	peter.madsen@ag.state.mn.us	Office of the Attorney General-DOC	Bremer Tower, Suite 1800 445 Minnesota Street St. Paul, Minnesota 551017741	Electronic Service	No
Brian	Meloy	brian.meloy@stinson.com	Stinson, Leonard Street LLP	50 S 6th St Ste 2600 Minneapolis, MN 55402	Electronic Service	No
James	Mortenson	james.mortenson@state.mn.us	Office of Administrative Hearings	PO BOX 64620 St. Paul, MN 55164-0620	Electronic Service	No
Brian J	Murphy	Brian.J.Murphy@nee.com	Nextera Energy	700 Universe Blvd	Electronic	No

			Resources, LLC	LAW-JB Juno Beach, FL 33408	Service	
Gene	Peters	gpete1951@aol.com		1320 Wickelow Lane SW Rochester, MN 55902	Electronic Service	No
Tom	Rother	tomr@netmanco.com	Rother Farms, Inc.	6970 151st St W Apple Valley, MN 55124	Electronic Service	No
Janet	Shaddix Elling	jshaddix@janetshaddix.com	Shaddix And Associates	7400 Lyndale Ave S Ste 190 Richfield, MN 55423	Electronic Service	Yes
Mike	Weich	Mike.Weich@nexteraenergy.com	Dodge County Wind, LLC	700 Universe Blvd Juno Beach, FL 33408	Electronic Service	No
Edward	Westin	eawestin@hotmail.com		2813 86th Street Lubbock, TX 79423- 3131	Electronic Service	No
Daniel P	Wolf	dan.wolf@state.mn.us	Public Utilities Commission	121 7th Place East Suite 350 St. Paul, MN 551012147	Electronic Service	Yes

April 4, 2019

Ms. Linda Rappe
City Clerk
401 Fifth Street SE
Kasson, MN 55944-2204

RE: Control Section 2007 Trunk Highway (TH) 14
Limited Use Permit # 2002-0011
Park and Ride Facility in southwest quadrant of TH 14 and TH 57 Interchange

Dear Ms. Rappe:

Attached is your fully executed copy of the Limited Use Permit for the Park and Ride facility located at the southwest quadrant of the TH 14/TH 57 interchange in Kasson, MN. Thank you for your cooperation in this matter.

If you have any questions regarding this document, you may contact me at 507-286-7511.

Sincerely,



Rhonda Prestegard
Acting Right of Way Assistant

cc: Brian Veronen Project File

April 4, 2019

Ms. Linda Rappe
City Clerk
401 Fifth Street SE
Kasson, MN 55944-2204

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Sincerely,



Rhonda Prestegard
Acting Right of Way Assistant

cc: Brian Veronen Project File

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
LIMITED USE PERMIT**

C.S. 2002 (T.H. 14)
County of Dodge
LUP # 2002-0011
Permittee: City of Kasson
Terminates: 10/1/2027

In accordance with Minnesota Statutes Section 161.434, the State of Minnesota, through its Commissioner of Transportation, ("MnDOT"), hereby grants a Limited Use Permit (the "LUP") to City of Kasson, ("Permittee"), to use the area within the right of way of Trunk Highway No. 14 as shown in red on Exhibit "A", (the "Area") and constructed as shown on Exhibit "B", attached hereto and incorporated herein by reference. This Limited Use Permit is executed by the Permittee pursuant to resolution, a certified copy of which is attached hereto as Exhibit C.

PARK AND RIDE FACILITY

The Permittee's use of the area is limited to only the constructing, maintaining and operating a Park and Ride Facility ("Facility") and the use thereof may be further limited by 23 C.F.R. 652 also published as the Federal Aid Policy Guide.

The permittee agrees that this permit totally replaces and supersedes the previously issued permit affecting the Area, specifically: The permit, # 2002-0008, was issued on December 10, 2008 on CS 2002 (TH 14). Upon issuance of this permit the earlier issued permit is cancelled.

In addition, the following special provisions shall apply:

SPECIAL PROVISIONS

1. **TERM.** This LUP terminates at 11:59PM on 10/1/2027 subject to the right of cancellation by MnDOT, with or without cause, by giving the Permittee ninety (90) days written notice of such cancellation. This LUP will not be renewed except as provided below.

Provided this LUP has not expired or terminated, MnDOT may renew this LUP for a period of up to ten (10) years, provided Permittee delivers to MnDOT, not later than ninety (90) days prior to

the Expiration Date, a written request to extend the term. Any extension of the LUP term will be under the same terms and conditions in this LUP, provided:

- (a) At the time of renewal, MnDOT will review the Facility and Area to ensure the Facility and Area are compatible with the safe and efficient operation of the highway and the Facility and Area are in good condition and repair. If, in MnDOT's sole determination, modifications and repairs to the Facility and Area are needed, Permittee will perform such work as outlined in writing in an amendment of this LUP; and
- (b) Permittee will provide to MnDOT a certified copy of the resolution from the applicable governmental body authorizing the Permittee's use of the Facility and Area for the additional term.

If Permittee's written request to extend the term is not timely given, the LUP will expire on the Expiration Date.

Permittee hereby voluntarily releases and waives any and all claims and causes of action for damages, costs, expenses, losses, fees and compensation arising from or related to any cancellation or termination of this LUP by MnDOT. Permittee agrees that it will not make or assert any claims for damages, costs, expenses, losses, fees and compensation based upon the existence, cancellation or termination of the LUP. Permittee agrees not to sue or institute any legal action against MnDOT based upon any of the claims released in this paragraph.

2. **REMOVAL.** Upon the Expiration Date or earlier termination, at the Permittee's sole cost and expense Permittee will:

- (a) Remove the Facility and restore the Area to a condition satisfactory to the MnDOT District Engineer; and
- (b) Surrender possession of the Area to MnDOT.

If, without MnDOT's written consent, Permittee continues to occupy the Area after the Expiration Date or earlier termination, Permittee will remain subject to all conditions, provisions, and obligations of this LUP, and further, Permittee will pay all costs and expenses, including attorney's fees, in any action brought by MnDOT to remove the Facility and the Permittee from the Area.

3. **CONSTRUCTION.** The construction, maintenance, and supervision of the Facility shall be at no cost or expense to MnDOT.

Before construction of any kind, the plans for such construction shall be approved in writing by the MnDOT's District Engineer. Approval in writing from MnDOT District Engineer shall be required for any changes from the approved plan.

The Permittee will construct the Facility at the location shown in the attached Exhibit "A", and in accordance with MnDOT-approved plans and specifications. Further, Permittee will construct

the Facility using construction procedures compatible with the safe and efficient operation of the highway.

Upon completion of the construction of the Facility, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated.

The Permittee shall preserve and protect all utilities located on the lands covered by this LUP at no expense to MnDOT and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation.

Any crossings of the Facility over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.

4. **MAINTENANCE.** Any and all maintenance of the Facility shall be provided by the Permittee at its sole cost and expense, including, but not limited to, plowing and removal of snow and installation and removal of regulatory signs. No signs shall be placed on any MnDOT or other governmental agency sign post within the Area. MnDOT will not mark obstacles for users on trunk highway right of way.
5. **USE.** Other than as identified and approved by MnDOT, no permanent structures or no advertising devices in any manner, form or size shall be allowed on the Area. No commercial activities shall be allowed to operate upon the Area.

Any use permitted by this LUP shall remain subordinate to the right of MnDOT to use the property for highway and transportation purposes. This LUP does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge Facility that would become subject to Section 4 (f) of the Federal-Aid Highway Act of 1968, nor does this permit establish a Bikeway or Pedestrian way which would require replacement pursuant to Minnesota Statutes Section 160.264. No rights to relocation benefits are established by this LUP.

This LUP is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which may occupy the Area.

6. **APPLICABLE LAWS.** This LUP does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.

Permittee at its sole cost and expense, agrees to comply with, and provide and maintain the Area, Facilities in compliance with all applicable laws, rules, ordinances and regulations issued by any federal, state or local political subdivision having jurisdiction and authority in connection with said Area including the Americans with Disabilities Act ("ADA"). If the Area and Facilities

are not in compliance with the ADA or other applicable laws MnDOT may enter the Area and perform such obligation without liability to Permittee for any loss or damage to Permittee thereby incurred, and Permittee shall pay MnDOT for the cost thereof, plus 10% of such cost for overhead and supervision within 30 days of receipt of MnDOT's invoice.

7. **CIVIL RIGHTS.** The Permittee for itself, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree that in the event improvements are constructed, maintained, or otherwise operated on the Property described in this Limited Use Permit for a purpose for which a MnDOT activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the Permittee will maintain and operate such improvements and services in compliance with all requirements imposed by the Acts and Regulations relative to nondiscrimination in federally-assisted programs of the United States Department of Transportation, Federal Highway Administration, (as may be amended) such that no person on the grounds of race, color, national origin, sex, age, disability, income-level, or limited English proficiency will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said improvements.
8. **SAFETY.** MnDOT shall retain the right to limit and/or restrict any activity, including the parking of vehicles and assemblage of Facility users, on the highway right of way over which this LUP is granted, so as to maintain the safety of both the motoring public and Facility users.
9. **ASSIGNMENT.** No assignment of this LUP is allowed.
10. **IN WRITING.** Except for those which are set forth in this LUP, no representations, warranties, or agreements have been made by MnDOT or Permittee to one another with respect to this LUP.
11. **ENVIRONMENTAL.** The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State's right of way. In the event of spillage of regulated materials, the Permittee shall notify in writing MnDOT's District Engineer and shall provide for cleanup of the spilled material and of materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the Permittee.
12. **MECHANIC'S LIENS.** The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers', mechanics', or materialmen's liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by any subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account of any work done or materials furnished by it or any of them under any agreement or any amendment or supplement thereto.

13. NOTICES. All notices which may be given, by either party to the other, will be deemed to have been fully given when served personally on MnDOT or Permittee or when made in writing addressed as follows: to Permittee at:

401 5th St
Kasson, MN 55944

and to MnDOT at:

State of Minnesota
Department of Transportation
District 6 Right of Way
2900 48th Street NW
Rochester, MN 55901-5848

The address to which notices are mailed may be changed by written notice given by either party to the other.

14. INDEMNITY. Permittee shall defend, indemnify, hold harmless and release the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns, from and against:
- (a) all claims, demands, and causes of action for injury to or death of persons or loss of or damage to property (including Permittee's property) occurring on the Facility or connected with Permittee's use and occupancy of the Area, regardless of whether such injury, death, loss or damage is caused in part by the negligence of State of Minnesota or is deemed to be the responsibility of State of Minnesota because of its failure to supervise, inspect or control the operations of Permittee or otherwise discover or prevent actions or operations of Permittee giving rise to liability to any person.
 - (b) claims arising or resulting from the temporary or permanent termination of Facility user rights on any portion of highway right of way over which this LUP is granted;
 - (c) claims resulting from temporary or permanent changes in drainage patterns resulting in flood damages;
 - (d) any laborers', mechanics', or materialmen's liens or other liens or claims of any kind whatsoever filed or maintained for or on account of any work done or materials furnished; and
 - (e) any damages, testing costs and clean-up costs arising from spillage of regulated materials attributable to the construction, maintenance or operation of the Facility.

MINNESOTA DEPARTMENT
OF TRANSPORTATION

RECOMMENDED FOR APPROVAL

By: [Signature]
District Engineer

Date 3/27/18

CITY OF KASSON

By: [Signature]
Its City Administrator

And [Signature]
Its City Clerk

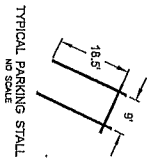
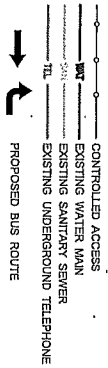
APPROVED BY:

COMMISSIONER OF TRANSPORTATION

By: [Signature]
Acting Director, Office of Land Management
Assistant

Date 3/30/19

The Commissioner of Transportation
by the execution of this permit
certifies that this permit is
necessary in the public interest
and that the use intended is for
public purposes.



112 INITIAL PARKING STALLS @ \$165,500
 121 FUTURE PARKING STALLS @ \$165,500
 233 TOTAL PARKING STALLS @ \$365,000

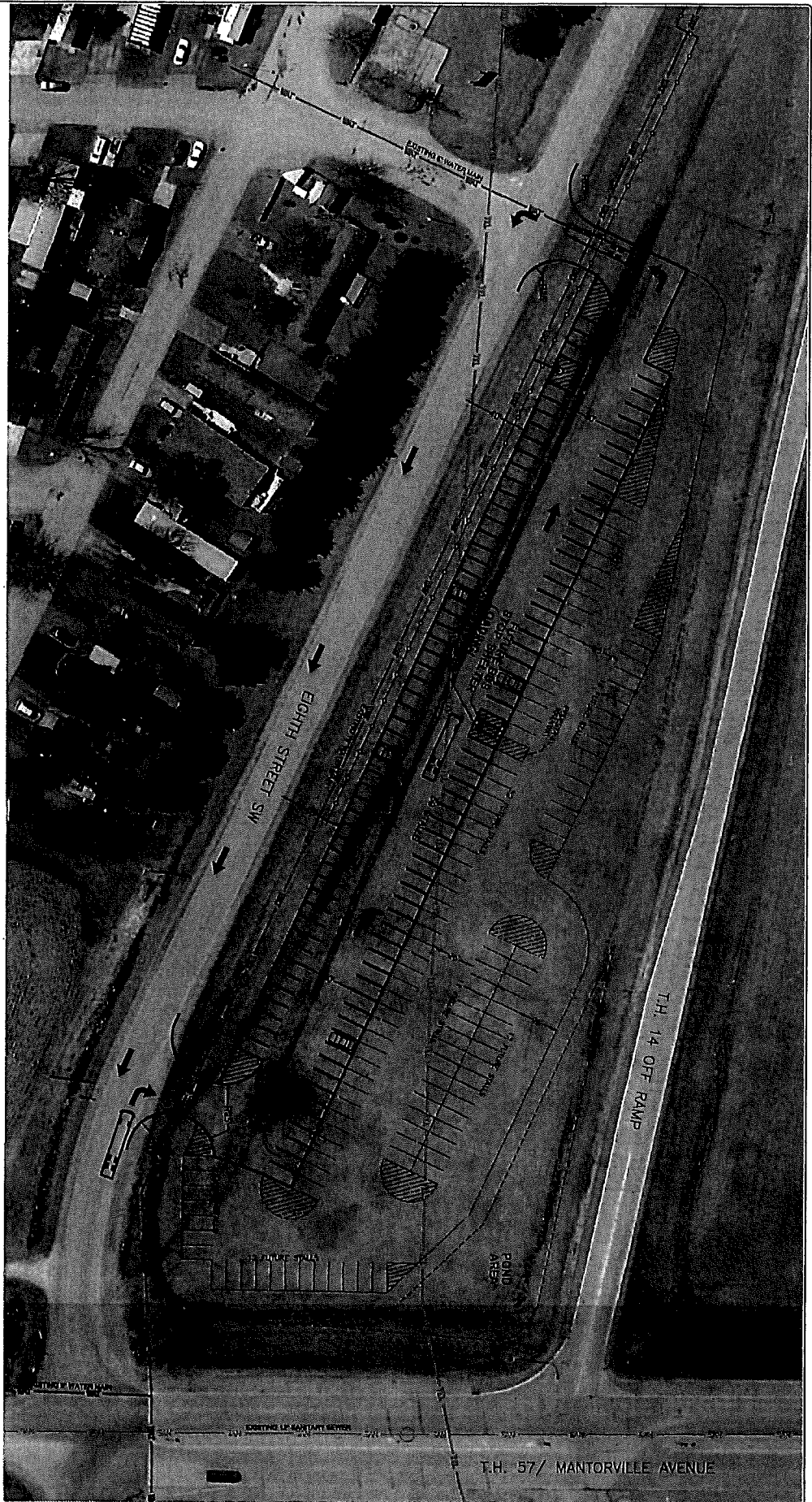
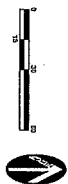


Exhibit "B"

SHEET
 1 of 1
 PROJECT: 8304

PARK & RIDE
 CONCEPT PLAN
 KASSON, MINNESOTA

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 DATE: _____ LIC. NO. _____

PARK & RIDE

QED
 ENGINEERING, INC.
 MUNICIPAL / CIVIL ENGINEERING & LAND SURVEYING

DATE	REVISION	BY
JULY 08	ON/OUT	COMMENTS: MOK

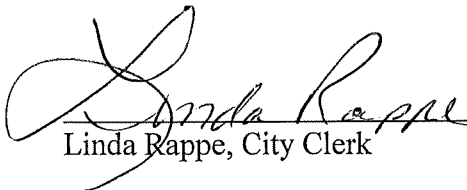
**CITY OF KASSON
RESOLUTION #10.5-17**

**RESOLUTION ENTERING INTO A LIMITED USE PERMIT WITH MnDOT FOR A
PARK AND RIDE FACILITY**


BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KASSON, MINNESOTA; that the City enter into a permit with the Commissioner of Transportation of the State of Minnesota providing for the limited use, under the terms and conditions set forth therein, of certain right of way of Trunk Highway 14 within the City.

The limited use of the right of way will be for purpose of constructing and maintaining a Park and Ride Facility within the right of way of Trunk Highway 14 at the locations designated and show on the attached exhibits.

ADOPTED this 11th day of October, 2017.



Linda Rappe, City Clerk



Chris McKern, Mayor

The motion for the adoption of the foregoing resolution was made by Council Member Egger and duly seconded by Council Member Borgstrom. Upon a vote being taken, the following members voted in favor thereof: Borgstrom, Buck, Egger and McKern. Those against same: None.

Seal of City of Kasson, MN

2019 Update

GF to Stabilization>>	25,000	2019+
-----------------------	--------	-------

-	LGA Cuts (increase) 2018+
-	Offsets
-	Net Increase in Levy

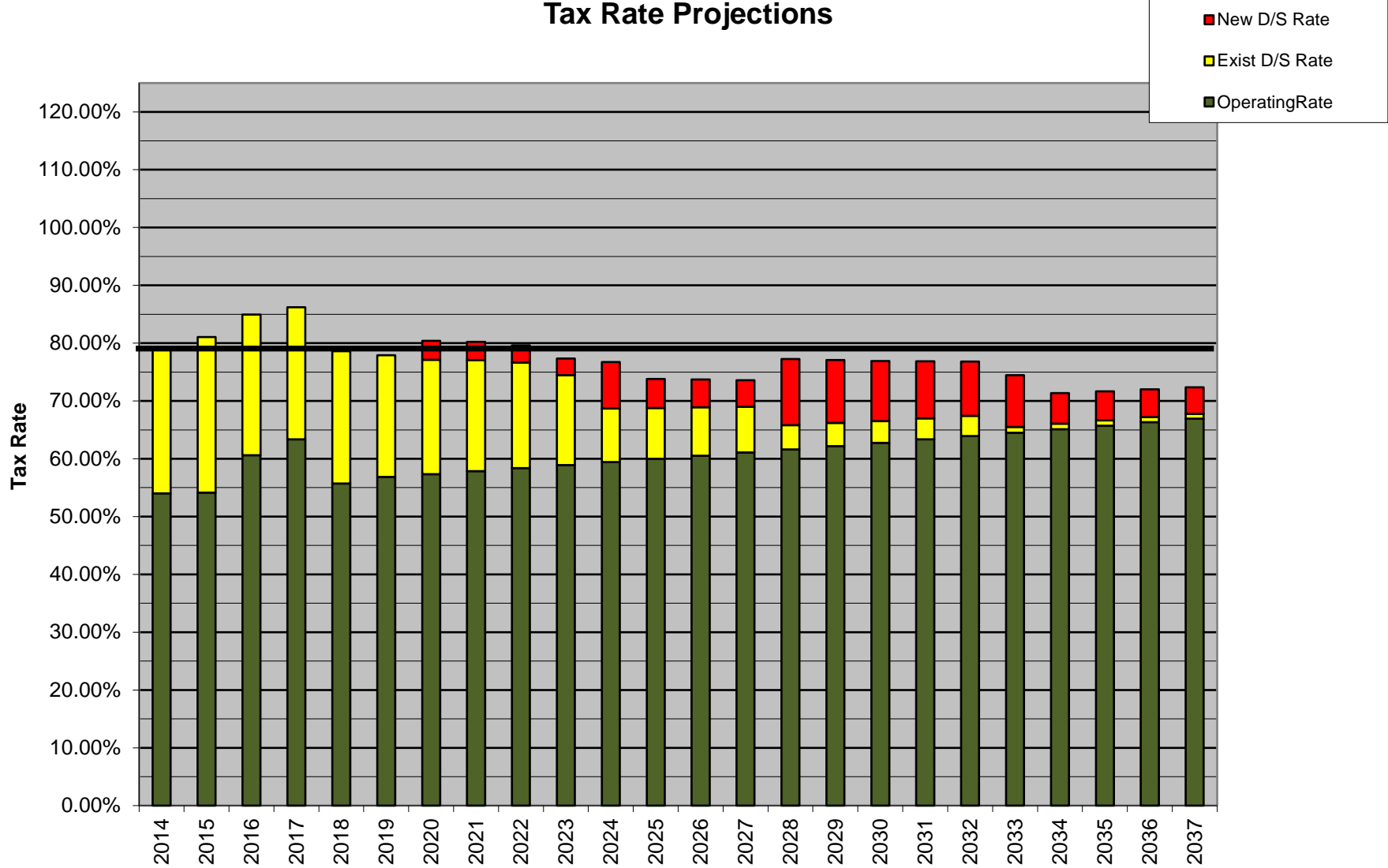
Projects & Debt

# Project	Water Tower	WWTP Phase 2	East Main Storm Project	2017 Project Carry Over	Hwy 57 w MN DOT	16th Street NW & Backage Road to 57	1st & 2nd Avenue NW	16th Street NE - Grant			
Est Year 2019 Cost	1,900,000	3,000,000	650,000	700,000	5,100,000	3,000,000	4,000,000	1,600,000	-	-	-
NET Financed (Inflation Less Cash)	2,094,750	3,646,519	-	700,000	2,422,750	3,646,519	5,909,822	-	-	-	-
GO Bond or Cash	GO	GO	Cash		GO	GO	GO	Cash	Cash	Cash	Cash
Term	20	20	10	5	10	10	10	10	10	10	10
Rate	2.00%	4.00%	3.25%	0.00%	3.25%	3.25%	3.25%	3.25%	2.50%	2.50%	2.50%
Bond Pymt	128,108	268,317	-	140,000	287,656	432,955	701,679	-	-	-	-
Yr Built	2021	2023	2019	2019	2021	2023	2027	2019	0	0	0

Repayment Sources

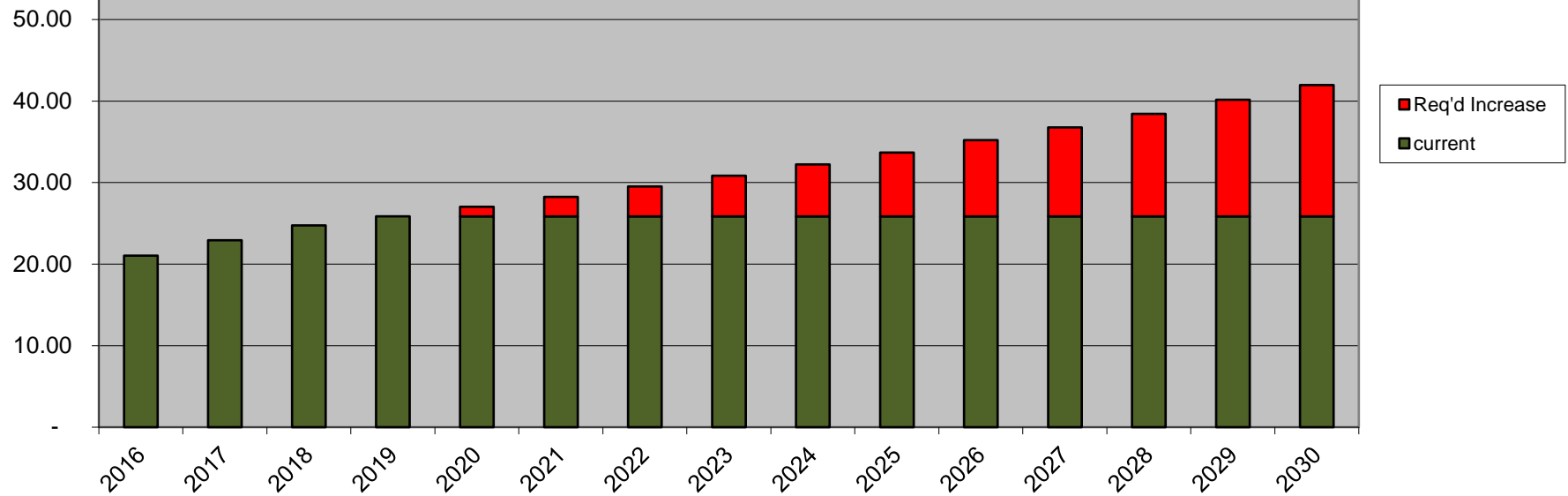
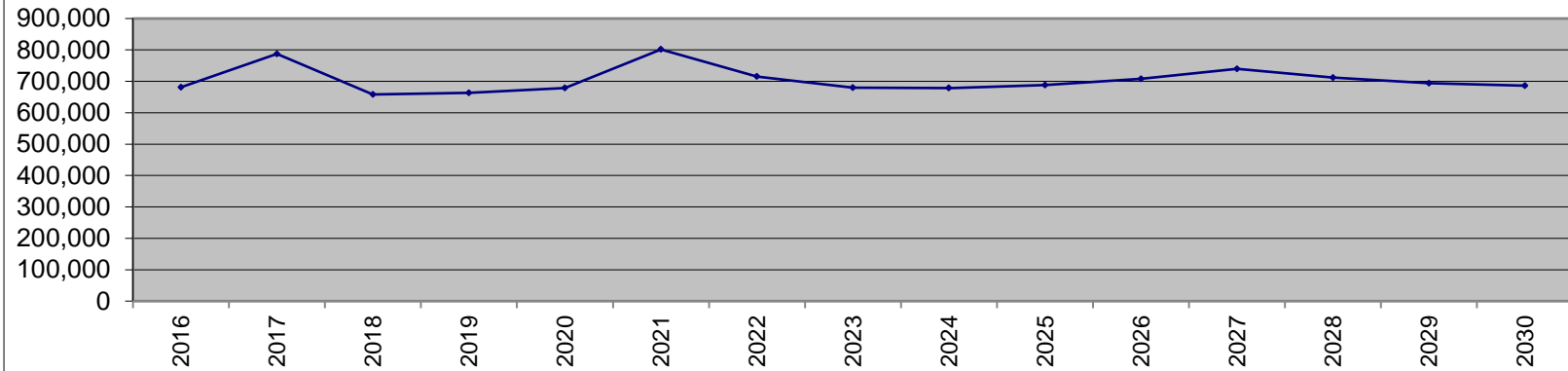
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Tax Rate Projections

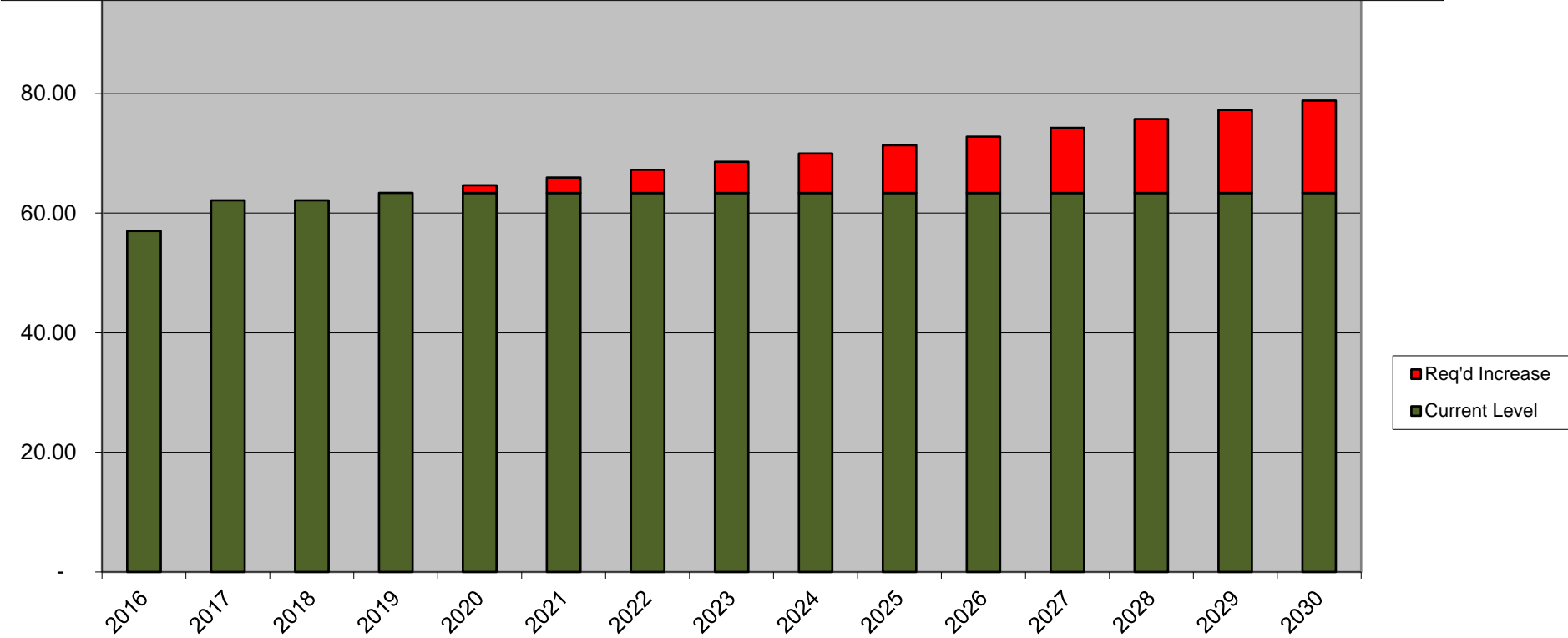
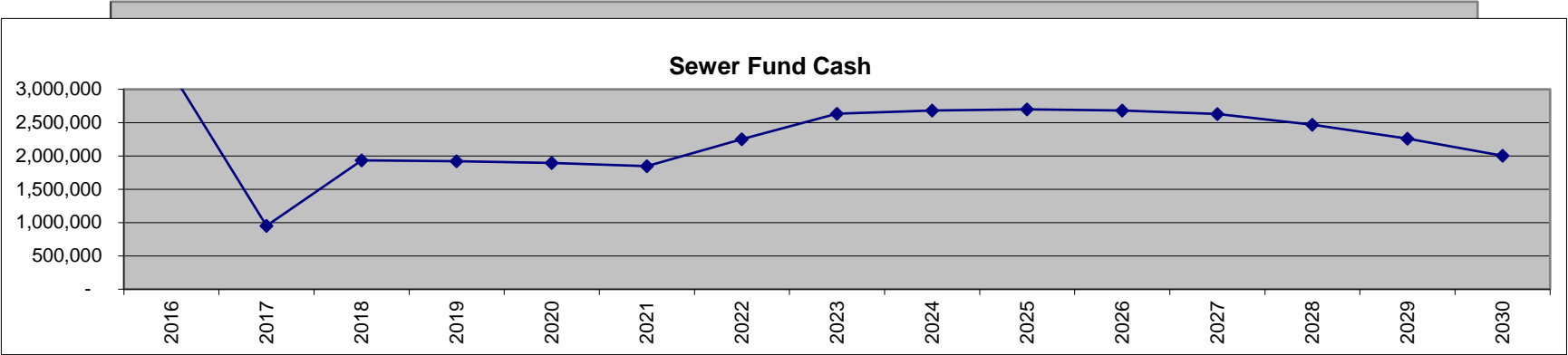


Monthly Water Bill ~ (5,000 gpm)

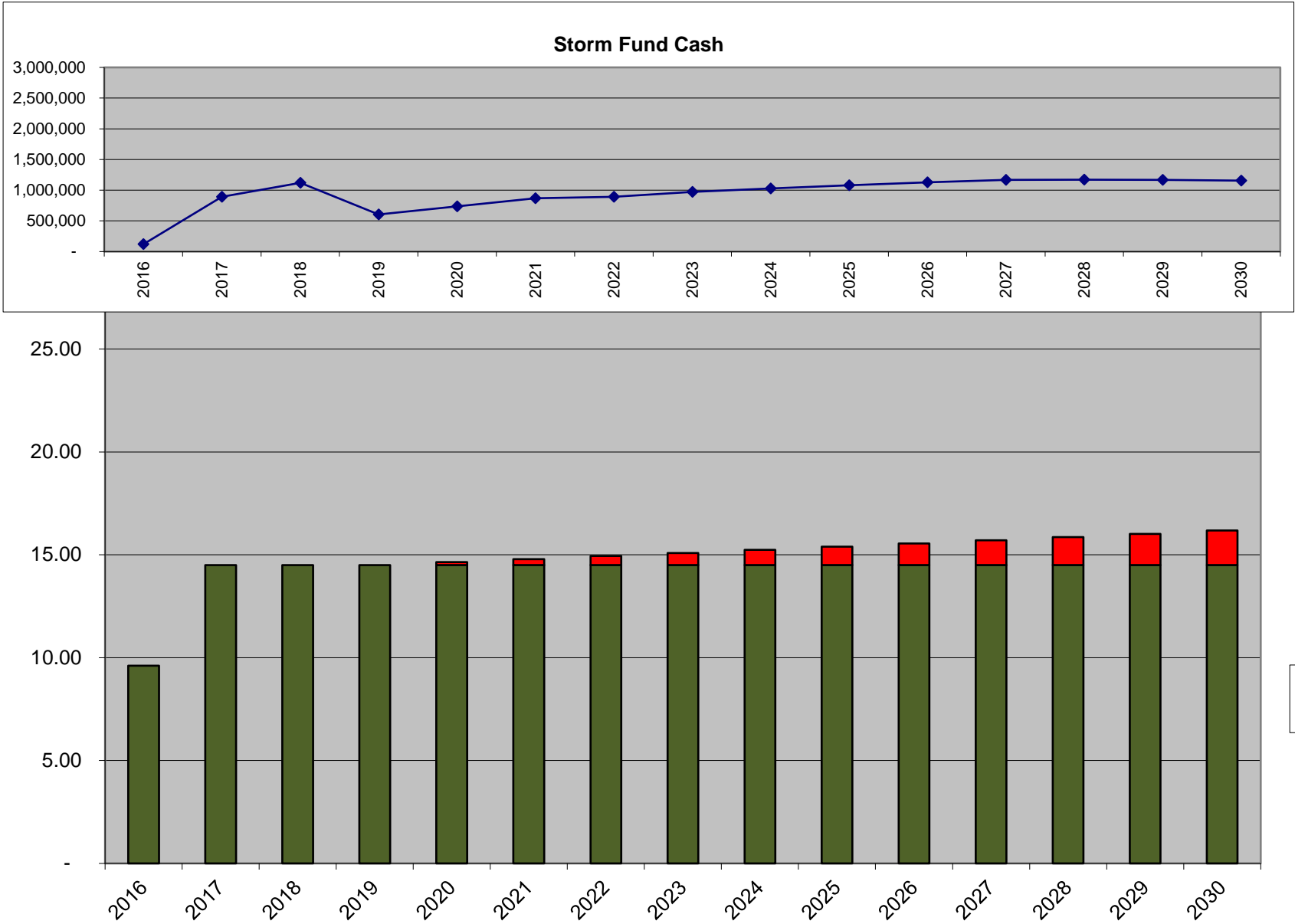
Water Fund Reserves



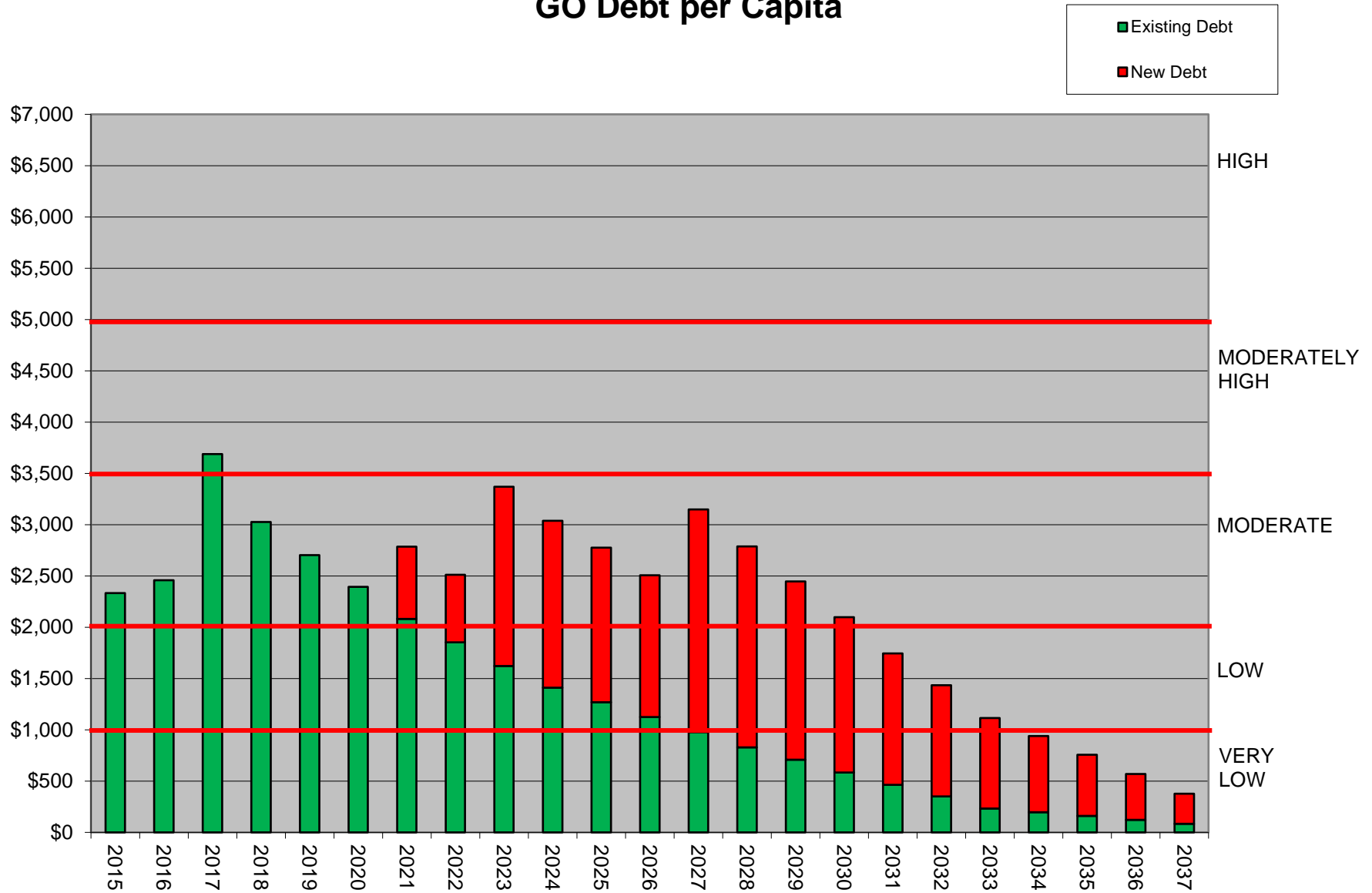
Monthly Sewer Bill ~ (5,000 gpm)



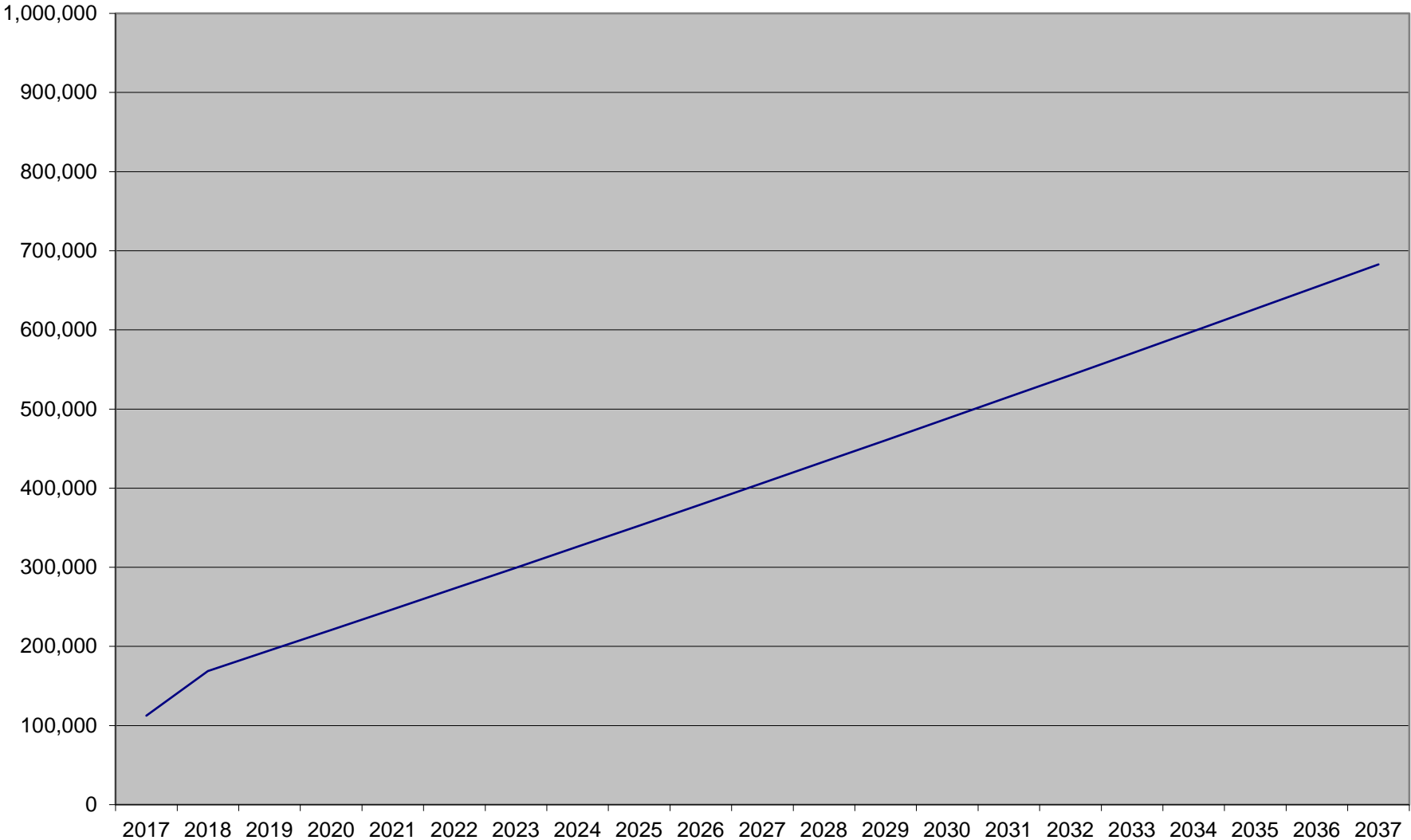
Monthly Storm Bill



GO Debt per Capita



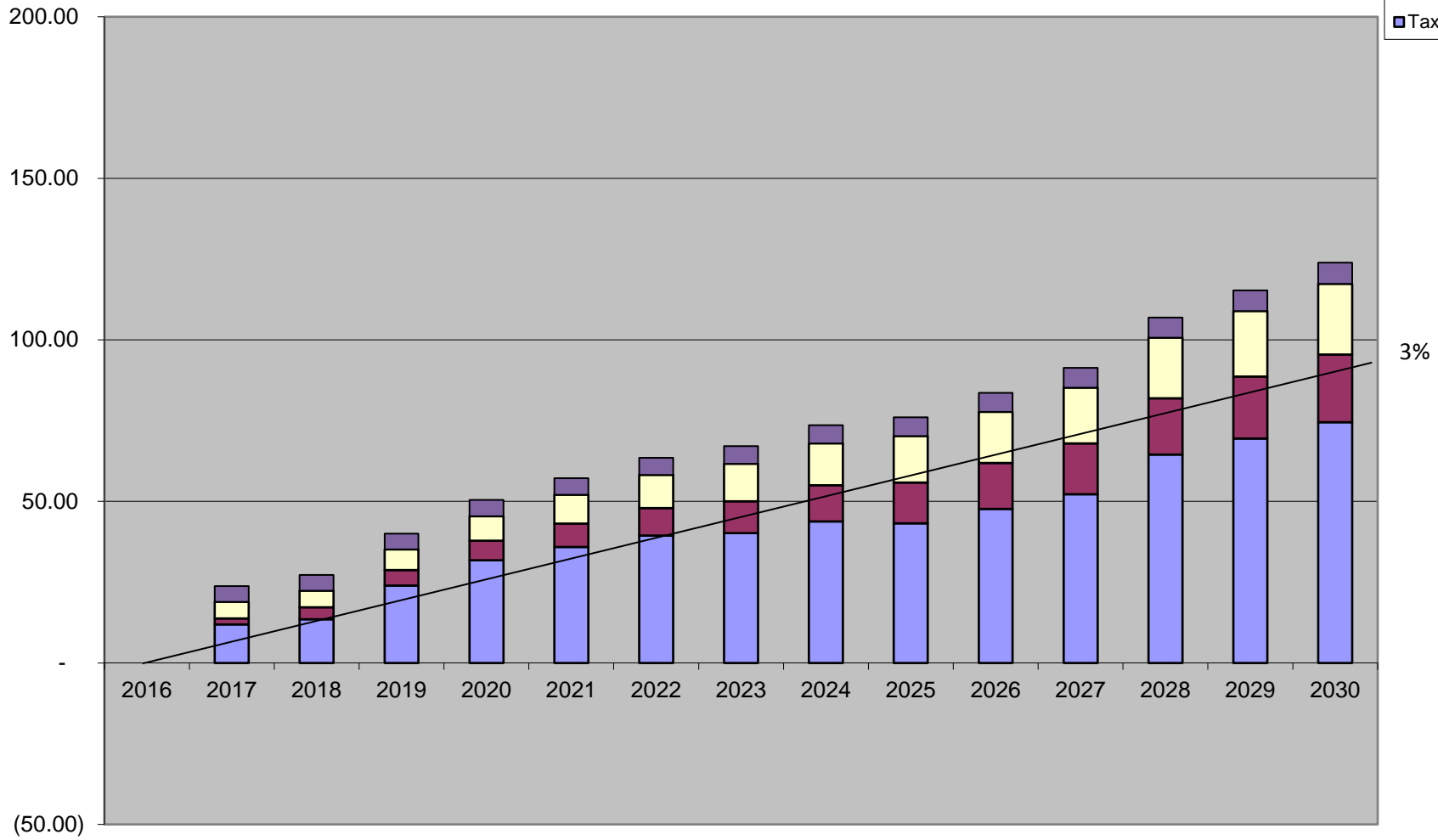
**Stabilization Fund
Reserves**



**MONTHLY Cost Increase above 2016 levels
(Typical Value Home, MV inflation, 5K water user)**

RESIDENTIAL

- Storm
- Sewer
- Water
- Taxes



CHAPTER 14 HOUSING CODE

SEC. 14.01 – 14.20 REGISTRATION OF RENTAL UNITS

14.01 Registration Certificate Required.

Subd. 1. No owner shall allow another person to occupy, nor shall any person let to another for occupancy, any dwelling, or any apartment or rooming unit in any dwelling, without first obtaining a registration certificate as provided in this chapter, or at such time that the registration certificate, or the right to receive such a registration certificate, is suspended or revoked. This registration certificate is also referred to within this chapter as a “rental license” or “license.” Any registration certificate obtained pursuant to this section shall be issued in the name of the owner. In the case of a multiple unit dwelling, a registration certificate issued pursuant to this section includes and applies to both the entire dwelling as well as each individual rental unit within the dwelling. Any suspension or revocation of the registration certificate or the right to receive a registration certificate may involve the entire dwelling or an individual unit or units within the dwelling.

Subd. 2. The occupancy or rental of any dwelling, or any apartment, or rooming unit in any dwelling for which a registration certificate is required, need not be interrupted or suspended for lack of a registration certificate if the same is due to the inability of the city administrator to process the application in a timely manner, or if the owner is in the process of complying with a notice of deficiencies from the city administrator within the period of time authorized by the city administrator.

14.02. Application for Registration Certificate. An application for a registration certification shall be filed by the owner with the city administrator. An application for any dwelling to be converted to a use which would require a registration certificate shall be made and filed with the city administrator at least 30 days prior to such conversion.

14.03. Application Forms. Forms of applications for registration certificate that shall be supplied by the city administrator will be available at city hall.

14.04. Applications. Each application for registration certificate shall contain the following information:

- (1) Name, residence address, telephone number, and date of birth of the owner of the dwelling. If the owner is a partnership, the name of the partnership, and the name, residence address, telephone number, and date of birth of the managing partner. If the owner is a corporation, the name and address of the corporation, and the name, address, telephone number, and date of birth of the chief operating officer and majority shareholder(s). If the owner is a limited liability company or a limited liability company partnership, the name and address of the limited liability company or limited liability partnership and the name, address, telephone number, and date of birth of the chief manager/president. If the dwelling is being sold on a contract for deed, the name and address of the contract vendee. Where the word “owner” is used in any part of the city housing code, it shall include all persons as outlined in this section.

- (2) Name, residence address, telephone number, and date of birth of any agent appointed by the owner to accept service of process and to receive or give receipt for notices.
- (3) Name, residence address, telephone number, and date of birth of any operator or agent actively involved in maintenance or management of said dwelling.
- (4) Legal street address of the dwelling.
- (5) Complete details of the number and kind of units offered for rent, classified as to the type of unit on the application, and the facilities incorporated in such rental units.
- (6) Any person making application for rental registration certificate must provide proof of identification by the use of a driver's license, state issued identification card, military identification card, or such other identification as is acceptable to the city administrator. The identification provided must set forth the full name and date of birth of the person making the application.
- (7) An acknowledgment that the applicant has reviewed and understands the provisions of this chapter, intends to abide by the provisions and will include reference to this chapter in any written lease used in renting the property.

14.05. Compliance with the Zoning. Every application for registration certificate shall be accompanied by a certificate issued by the city administrator indicating that the proposed use of the dwelling is in compliance with zoning requirements.

14.06. Investigation. The city administrator shall investigate all applications for the registration certificate to verify that the dwellings, apartments, or rooming units offered for rent comply with the provisions of this code.

14.07. Issuance and Posting of Registration Certificate. Whenever the investigation of an application indicates that the dwellings, apartments, or rooming units offered for rent comply with all provisions of this code, the city administrator shall issue a registration certificate. Every registrant of a dwelling, apartment or rooming unit offered for rent shall post the registration certificate in a conspicuous place.

14.08. Notice of Violation. Whenever the investigation of an application for registration certificate indicates that the dwelling, apartment or rooming unit offered for rent does not comply with the provisions of this code, the city administrator shall serve a notice to the applicant. Additionally, owners of rental property must give notice of outstanding violations under this chapter to purchasers of such property.

14.09. Rejection of Application. Whenever the investigation of an application for registration certificate indicates that the dwelling, apartment or rooming unit does not comply with the provisions of this code, and from the nature of the violations, the dwelling, apartment or

rooming unit cannot be brought up to meet the minimum requirements, the city administrator shall return the application to the applicant stating the reasons for the rejection of the application.

14.10. Temporary Rental Registration Certificates. The city administrator may issue a temporary rental registration certificate when corrections required following inspection do not constitute a fire, safety or health hazard to the tenants or the general public, and the repairs are not practically feasible as a result of factors beyond the rental property owner's control. Such factors may include climatic conditions or the unavailability of contractors, supplies or materials needed to make the corrections. A temporary rental registration certificate shall be conditioned upon the rental property owner's making the needed corrections with timelines determined by the city administrator and identified on the temporary certificate. The temporary certificate shall expire if the work is not completed, inspected and approved by the city administrator by the date listed thereon.

14.11. Appeals. Any applicant whose application for registration certificate, after investigation has been rejected by the city administrator, may request and shall be granted a hearing in the matter before the board established pursuant to, and under the procedures set forth in Section 14.19 of this chapter.

14.12. Failure to Register. Every person required to register a dwelling, apartment, or rooming unit offered for rent under the provisions of this chapter and who fails to do so, or who allows the property to be occupied when the registration certificate or right to receive such registration certificate is revoked or suspended, shall be guilty of a violation of this code. Each day that a property is rented out without a valid rental registration certificate on file for that property is a separate violation. A violation of this section shall be a misdemeanor punishable by up to a \$1000 fine, 90 days in jail, or both.

14.13 Certificate of Renewal and Non-transferability.

Subd. 1. All registration certificates shall expire on August 1 and must be renewed annually. All information required by this chapter must be submitted at the time of renewal. Whenever the applicant certifies that no change has been made in a registered dwelling, apartment, or rooming unit, a renewal registration certificate may be issued without re-inspection by the city administrator, provided that the owner certifies that the units are in compliance with this code, including any applicable provisions of the zoning, building, fire safety, or health ordinances.

Source: Ordinance No. 72, 2nd Series
Effective Date: 07-27-2004

Subd. 2. Every person who transfers title to property registered under this chapter shall provide the city administrator with the name, residence address, telephone number, and date of the transfer of title to the new owner within 10 days of the date of such transfer. Within 30 days of the date of such transfer, the new owner shall apply for a new registration certificate. In the case of an option contract where the holder of the option is collecting rents and/or is paying on the mortgage to the property while the option remains

unexercised, the holder of the option shall be deemed to be the owner of the property for purposes of this section and shall be required to apply for a rental registration certificate in his/her name. The date the option contract is created shall be deemed to be the date the holder of the option becomes the “owner” for purposes of this section.

Subd. 3. Registration certificates may not be transferred or assigned.

14.14. Suspension or Revocation of Registration Certificate.

Subd. 1. Any registration certificate issued by the city pursuant to the provisions of this chapter may be suspended or revoked upon a finding that the certificate holder, during the term of the certificate, failed to comply with any provision of the Dodge Center City Code, any applicable federal or state statute or administrative rule, or any county ordinance.

Subd. 2. A person’s right to apply and receive a registration certificate may be suspended or revoked upon a finding that the applicant has let to another for occupancy any dwelling, or any apartment or rooming unit in any dwelling, without first obtaining a registration certificate as required by this chapter and, during such time, has failed to comply with any provision of the Dodge Center City Code, any applicable federal or state statute or administrative rule, or any county ordinance.

Subd. 3. Whenever it appears to the council that adequate grounds may exist for the suspension or revocation of a registration certificate, or the right to receive a registration certificate, the council shall by resolution specify the nature of the alleged grounds and order that a hearing on the matter be held as provided below.

Subd. 4. No such suspension or revocation shall be effective until the license or permit holder has been afforded an opportunity for a hearing under sections 14.57 to 14.70 of the Minnesota Administrative Procedure Act.

Subd. 5. Upon a finding that the registration certificate holder or applicant has violated any such statute, rule, or ordinance, the council may invoke any of the sanctions provided in this chapter.

14.15. Fees.

Subd. 1. In addition to such other fees as may be imposed by this code, a non-refundable fee of \$25.00 for each dwelling building containing less than 4 units, \$30.00 for each dwelling building containing 4 to 8 units, \$35.00 for each dwelling building containing 9 or more units, plus \$10.00 for each apartment unit and each of the first four rooming units not occupied by the owner shall be paid when an application for a registration certificate or renewal is filed with the city administrator as required by this chapter. If an application for renewal is not made prior to the expiration of the certificate, an additional fee of \$3.50 per day shall be charged for each day thereafter up to 20 days or until the application is filed, whichever occurs first. In addition to any other fee provided by this section, an

owner shall pay an additional fee of \$50.00 if, without reasonable cause, the owner fails to keep a scheduled appointment.

Subd. 2. There shall be no additional fee charged for an initial inspection to determine the existence of a violation of this code, nor any fee for the first re-inspection to determine compliance with an order to correct a code violation. An additional \$50.00 fee shall be charged for each subsequent re-inspection occurring after the due date for compliance with an order. The re-inspection fee may be waived by the city administrator or the city administrator's designees in case of an error or other reasonable cause, including an extension of time granted for compliance, an unclear or incorrect correction order, or a change of ownership during the time allotted for compliance. All fees collected under this chapter shall be paid to the city.

14.16. Legislative Intent. It is declared to be the purpose and intent of this chapter to protect and preserve this city's neighborhoods and the public health, safety, welfare and morals of those who live there. The city council determined that:

- (1) there are persons residing in rental property in the city engaging in disorderly conduct which results in a hostile environment for other citizens living close to the rental property;
- (2) there is currently no city ordinance which provides a formal procedure by which the city can notify a rental property owner or manager of the disorderly conduct occurring on the property;
- (3) there is currently no procedure by which the city can require a rental property owner or manager to respond to and resolve the occurrences of disorderly conduct occurring on his or her rental property and to take administrative action against his or her rental registration certificate or right to obtain a rental registration certificate should he or she fail to do so.

Accordingly, it is the intent of this chapter to address the serious and, at times, life threatening problems posed by the occurrence of disorderly conduct to the health and safety of all city residents in all portions of the city. At the same time, the city council recognizes, acknowledges, and complies with all due process and property rights enjoyed by those who own or manage rental property as well as those who reside in such property. This ordinance represents the city's good faith effort to balance those competing and legitimate interests.

14.17 Definitions. For the purpose of this chapter, the following terms shall have the meanings ascribed to them.

“Appropriate action” shall mean that action which a reasonable rental property owner would take based upon the facts and circumstances of each case so as to prevent a reoccurrence of the disorderly use.

“License” shall mean a registration certificate or the right to receive a registration certificate as required by this chapter.

“Rental property owner” shall mean one who holds the license or who is otherwise obligated to obtain and maintain the license as required by this chapter.

“Licensed Premises” or **“Premises”** shall mean the property owned, operated, or managed by a rental property owner and shall refer to an individual unit within a multi-unit complex when applicable.

“Disorderly” or **“Disorderly Use”** shall mean that conduct occurring on the “License Premises” or “Premises” which violates a provision of this chapter the Dodge Center City Code or Minnesota State Statutes.

14.18. Conduct on Licensed Premises.

Subd. 1. Any rental property owner shall be responsible to take appropriate action against persons occupying specific units in the licensed premises or premises who conduct themselves in such a manner as to cause the premises to be disorderly in violation of the statutes or ordinances listed in this chapter. For purposes of this chapter, the term “persons occupying the premises” shall include tenants as defined by Minn. Stat. §566.18, and those persons on the licensed premises whose presence the tenant has invited or to which the tenant has acquiesced. Violations of this section apply to individual units within buildings or complexes containing multiple units when the conduct occurs within a unit. Violations of this section by persons occupying specific units that occur within a common area of the licensed premises shall apply both to the individual unit and to the common area of the licensed premises.

Subd. 2. The following ordinances and statutes are applicable to this section:

- a) Chapter 11 of the Dodge Center City Code regarding public protection, crimes and offenses;
- b) Minnesota Statutes Sections 617.80 through 617.87 regarding public nuisances;
- c) Minnesota Statutes Sections 617.23 through 617.299 prohibiting obscenity;
- d) Minnesota Statutes Sections 609.75 through 609.76 prohibiting gambling;
- e) Minnesota Statutes Sections 152.01 through 152.025 and Section 152.027, Subdivisions 1 and 2, prohibiting the unlawful sale or possession of controlled substances;
- f) Minnesota Statutes Chapter 340A prohibiting the unlawful sale, use or possession of alcoholic beverages;

- g) Minnesota Statutes Section 97B.021, 97B.045, 609.66 through 609.67 and 624.712 through 624.716, prohibiting the unlawful possession, transportation, sale, or use of a weapon;
- h) Minnesota Statutes Section 609.72 prohibiting disorderly conduct; or,
- i) Minnesota Statutes Sections 609.221, 609.222, 609.223, 609.2231, and 609.224 prohibiting assaults, except that domestic assaults, as the same are defined by state law, are not included herein.

Subd. 3. The Dodge County Sheriff or city administrator shall be charged with the responsibility of enforcing this chapter.

Subd. 4. Upon determination by the Dodge County Sheriff or city administrator that the licensed premises were involved in a disorderly use, the Dodge County Sheriff or city administrator shall notify the license holder by regular mail of such violation and direct the license holder to take appropriate action to prevent further violations. Notice shall be effective if mailed to the license holder at that person's last known address. This and subsequent notices are collectively referred to as disorderly use notices.

Subd. 5. If another instance of disorderly use on the premises occurs within twelve (12) months of an incident for which a prior disorderly use notice was given, the license holder shall be notified of the instance of disorderly use and shall also be required to submit a written report of appropriate actions taken by the rental property owner to prevent further disorderly use of the premises. This written report shall be submitted to the Dodge County Sheriff or city administrator within five (5) days of the notice of disorderly use of the premises and shall, in addition to the report of appropriate actions to be taken, detail all actions taken by the rental property owner in response to all notices of disorderly use of the premises within the preceding twelve (12) months. Failure to submit the written report as required herein shall be a basis for the imposition of a fine and the revocation or suspension of the license or right to receive the license for the specific units or units located on the licensed premises as otherwise provided for in this chapter.

Subd. 6. If another instance of disorderly use of the premises occurs within twelve (12) months of two or more prior disorderly use notices, the license or right to obtain such license may be revoked or suspended for a specific unit or units located on the licensed premises. If the notice of violation has been issued with respect to a common area of a building or complex of buildings then the license or right to obtain such license as to all units in such building or complex may be suspended or revoked.

Subd. 7. If another instance of disorderly use of the premises occurs within twelve (12) months of the expiration of a prior suspension issued pursuant to the provisions of this chapter, the license or right to obtain such license may be revoked or suspended for the specific unit or units located on the licensed premises. If the notice of violation has been issued with respect to a common area of a building or complex of buildings then the license or right to obtain such license as to all units in such building or complex may be

suspended or revoked.

Subd. 8. No suspension or revocation or other sanctions shall be imposed where one or more of the three required disorderly use notices were mailed or delivered to the landlord after the rental property owner has filed an unlawful detainer action with the district court for the particular unit or units identified in the disorderly use notice. Calls to the sheriff made by rental property owners shall not be considered incidents of disorderly use in the implementation of this chapter. The initiation of an unlawful detainer action shall not be a bar to sanctions, however, unless the action is diligently pursued by the rental property owner. Notice of and a copy of the unlawful detainer action shall be delivered to the Dodge County Sheriff or city administrator. A determination that the licensed premises have been involved in a disorderly use as described in this chapter shall be made upon a preponderance of the evidence. It shall not be necessary that criminal charges be brought to support a determination of disorderly use, nor shall the fact of dismissal or acquittal of such a criminal charge operate as a bar to adverse license action under this section.

Subd. 9. This section applies to all leases, whether written or oral, and a landlord may consider any tenant's conduct listed in this chapter to be both a material breach of the lease and grounds for termination in any unlawful detainer action. Additionally, all written leases executed after August 1, 2003 shall contain a clause providing that conduct that violates this chapter constitutes both a material breach of the lease and grounds for termination of such lease.

Subd. 10. This ordinance is not intended to supersede criminal sanctions that may be applied to the individual who violates the statutes and ordinances listed in this chapter.

Subd. 11. License Suspension and Revocation. Subdivision 1. Upon a determination that a license or right to obtain such a license may be suspended or revoked, or that a fine or other sanctions may be imposed, a public hearing shall be held before a body to be known as the rental housing complaint board. The rental housing complaint board shall consist of one city council member, one city resident, and the mayor. All parties shall be afforded an opportunity to appear at such hearing after receiving reasonable notice. The notice shall state the time, place, and issues involved. At this hearing, rental property owners may present evidence of mitigating circumstances showing the absence of any need for a public hearing before the city council to consider the revocation or suspension of the license or right to receive such a license, or the imposition of fines or other sanctions. The board shall in good faith hear and consider this evidence in making a determination to hold a public hearing. At the conclusion of the hearing, the board shall make a recommendation to the city council regarding whether a need exists for a public hearing. The board's recommendation must be submitted to the city council for its consideration. If the city council determines to call for a public hearing to consider the issue of suspension or revocation, or the imposition of a fine, the city council shall follow the procedures described in subdivision 2.

Subd. 12. No suspension or revocation shall be effective until the rental property owner has been afforded an opportunity for a hearing under sections 14.57 to 14.70 of the

Minnesota Administrative Procedure Act. Should the city council hold a public hearing pursuant to the recommendation of the rental housing complaint board, all parties shall be afforded an opportunity to appear at such hearing after receiving reasonable notice. The notice shall state the time, place, and issues involved. At the hearing, license holders may present evidence of mitigating circumstances that would allow a rental property to retain his or her license or the right to obtain such a license. The city council shall in good faith hear and consider this evidence in making a determination to revoke or suspend the license or right to receive a license, impose civil penalties, or impose other reasonable conditions based upon violations of this chapter. The city council may postpone or discontinue such proceedings if it appears that the license holder has taken appropriate measures that will prevent further instances of disorderly use.

Subd. 13. The city council reserves the right to impose any of the following sanctions for violations of this chapter:

- a) suspend the license or right to receive a license for up to 60 days; or
- b) revoke the license or right to receive a license and establish the time period after which an application for a new certificate for the premises may be made; or
- c) impose a civil fine not to exceed an amount equal to one month's rent for each violation found as a result of the hearings; or
- d) impose other reasonable conditions intended to limit future incidents of disorderly use.

Subd. 14. Upon expiration of the suspension or revocation period, a license holder shall pay to the city a reinstatement fee equal to one hundred dollars (\$100) for the first unit re-licensed and twenty dollars (\$20) for each additional unit.

14.20. Prospective Tenant Background Investigations.

Subd. 1. The city council has determined that there are persons residing in rental property in Dodge Center engaging in disorderly conduct which results in a hostile environment for other citizens living in or close to the rental property. It is the declared purpose and intent of this section to protect and preserve this city's neighborhoods and the public health, safety, welfare and morals of its citizens by providing a system at the local level for criminal history/background investigations prospective tenants.

Subd. 2. Any owner of rental property may request that the Dodge County Sheriff's Department conduct a criminal history/background investigation of a prospective tenant. Such request shall be on a form approved or provided by the Dodge County Sheriff's Department. The applicant shall pay an investigation fee as established by resolution of the city council.

Source: Ordinance No. 61

(Sections 14.21 through 14.24, inclusive, reserved for future expansion.)

SEC. 14.25. HOUSING CODE: General

Subd. 1. Findings. The Council has investigated and finds the following:

- A. There exist in the city structures used for human habitation which are, or may become in the future, sub-standard with respect to structure, equipment or maintenance; and such conditions together with inadequate provisions for fire hazards, unsanitary conditions and overcrowding, constitute a danger to public health, safety and welfare of its citizens.
- B. The existence of such conditions, factors or characteristics adversely affect public health and safety, and lead to the extension and aggravation of urban blight.
- C. It is in the best interest of the public health, safety and welfare of the people of the city to establish and enforce minimum housing standards.

Subd. 2. Responsibility of the Clerk Administrator. The Clerk Administrator is hereby given and assigned the responsibility for supervising the administration and enforcement of the provisions of Chapter 14 referred to as the "Housing Code of the City of Dodge Center, Minnesota." Administration and enforcement of the provisions of the housing code shall be through and by the Clerk Administrator.

Subd. 3. Applicability and Scope. Every portion of a building or premises, used or intended to be used for dwelling purposes, except hotels, motels, rooming houses, rest homes, convalescent homes, hospitals, and nursing homes, shall comply with the provisions of the housing code irrespective of when such building has been constructed, altered or repaired, except as hereinafter provided, and any construction, alteration, or repair thereof or changes of use therein, shall be in accordance with applicable provisions of the building code. If any provision of the housing code is inconsistent with a comparable and applicable provision of the building code, the provision of the building code shall govern to the extent of the inconsistency. As used in this section, the term "inconsistent" shall refer to any provisions which are conflicting or contradictory, and shall also refer to provisions provided by the building code which are not found in the housing code.

Subd. 4. Conflicts; Higher Standard to Prevail. In any case where a provision of the housing code is found to be in conflict with a provision of any zoning, building, fire, safety, or health ordinance or code of the city, the provision which establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail.

Subd. 5. Nuisance Authority to Continue. Nothing in the housing code shall be construed or interpreted in any way to impair or limit the authority of the city to define and declare nuisances, or of the Clerk Administrator, law enforcement officials, or other

governmental officials having jurisdiction within the city to cause the removal or abatement of nuisances as authorized by law.

Subd. 6. Definitions. The following terms, when used in the housing code, shall have the meaning ascribed to them.

- A. “*Apartment*” means one or more rooms located within a dwelling with facilities which are used or intended to be used by a single family for living, sleeping, cooking and eating.
- B. “*Basement*” means that portion of a building between the floor and ceiling, which is partly below and partly above grade, but so located that the vertical distance from grade to the floor below is less than the vertical distance from grade to ceiling. (See “*Cellar*”)
- C. “*Board*” means the Housing Board of Appeals.
- D. “*Building Code*” means the building code of the city.
- E. “*Building Inspector*” means the agent or employee authorized to perform inspections on building permits issued by the city.
- F. “*Cellar*” means that portion of a building between floor and ceiling which is wholly or partly below grade and so located that the vertical distance from grade to the floor below is equal to or greater than the vertical distance from grade to ceiling. (See “*Basement*”)
- G. “*Clerk Administrator*” means the Clerk Administrator appointed by the City Council or authorized representative.
- H. “*County Health Officer*” means the health officer of the County of Dodge.
- I. “*Dwelling*” means any building which is wholly or partly used or intended to be used for living or sleeping by human occupants, except a hotel, motel, rooming house, and temporary housing.
- J. “*Efficiency apartment*” means an apartment consisting of not more than one habitable room with kitchenette and sanitary facilities.
- K. “*Extermination*” means the control and elimination of insects, rodents, or other pests by eliminating their harborage places; by removing or making inaccessible materials that may serve as their food; by poisoning, spraying, fumigating, trapping; or by any other recognized and legal pest elimination methods approved by the county health officer.
- L. “*Family*” means a person living alone, or two or more persons related by blood or marriage, or a group of not more than five persons (excluding servants), who need not be related by blood or marriage, living together, as a single housekeeping unit

in a dwelling.

- M. “Fire Chief” means the chief of the Fire Department of the city or authorized representative.
- N. “Garbage” means all putrescible organic wastes resulting from the handling, storage, preparation, cooking or consumption of food.
- O. “Grade” means the average of the finished ground level at the center of all walls or a building. In case walls are parallel to and within five (5) feet of a sidewalk, the above ground level shall be measured at the sidewalk.
- P. “Habitable room” means any room used or intended to be used for sleeping, living, cooking or dining purposes, excluding such enclosed places as closets, pantries, bath or toilet rooms, service rooms, connecting corridors, laundries, unfinished attics, foyers, storage spaces, utility rooms, and similar spaces.
- Q. “Hotel/motel” means any building or structure, or series of buildings or structures operated as a unit, advertised as a hotel or motel, providing sleeping accommodations primarily to transient guests, and licensed for such purpose.
- R. “Housing code” means the housing code of the city contained in Chapter 14.
- S. “Infestation” means the presence, within or around a dwelling, of any insects, rodents, or other pests.
- T. “Occupant” means any person, over one year of age, living, sleeping, cooking, or having actual possession of an apartment or rooming unit.
- U. “Operator” means any person who has charge, care or control of a building, or part thereof, in which apartments or rooming units are let.
- V. “Owner” means any partnership, corporation, or any person who, alone or jointly or severally with others,
 - 1. shall have legal title to any dwelling or apartment, with or without accompanying actual possession thereof; or
 - 2. shall have charge, care, or control of any dwelling or apartment as owner or agent of the owner, or as executor, executrix, administrator, administratrix, or guardian of the estate of the owner. Any such partnership, corporation, or person representing the actual owner shall be bound to comply with the provisions of this chapter to the same extent as if they were the owner.
- W. “Plumbing” means all of the following supplied facilities and equipment: gas pipes, gas-burning equipment, water pipes, garbage disposal units, waste pipes, water closets, sinks, installed dishwashers, lavatories, bathtubs, shower baths, installed clothes washing machines, catch basins, drains, vents, and any other

similar supplied fixtures together with all connections to water, sewer or gas lines.

- X. “Refuse” means all types of garbage, rubbish and residential solid wastes.
- Y. “Rooming unit” means any room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking or eating purposes.
- Z. “Rooming house” means any dwelling, or that part of any dwelling, containing one or more rooming units in which space is let or held for letting by the owner or operator to five or more roomers, with or without meals.
 - AA. “Rubbish” means all nonputrescible solid wastes, such as paper, cardboard, tin cans, glass, cold ashes, wood, clothing, yard clippings and similar material.
 - BB. “Superficial floor area” means the net floor area within the enclosing walls of a room in which the ceiling height is not less than five feet, excluding area occupied by closets and built-in equipment, such as cabinets, kitchen units, fixtures and appliances.
 - CC. “Supplied” means paid for, furnished, or provided by or under the control of the owner or operator.
 - DD. “Temporary housing” means any tent, trailer, or other structure used for human shelter which is designed to be transportable and which is not attached to the ground, to another structure, or to any utilities system on the same premises for more than thirty (30) consecutive days.
 - EE. “Workmanlike state of maintenance or repair” means a state of maintenance or repair which reasonably approximates the standard of construction, fabrication, strength, functional utility, durability, surface appearance, and surface composition found in similar work products or professional craftsman performing similar work in the community.
 - FF. “Zoning Ordinance” means the zoning ordinance of the city.
 - GG. Meaning of certain Words. Whenever the words “dwelling” or “premises” are used in the housing code, they shall be construed as though they were followed by the words “or any apartment, rooming unit, or part thereof.”

Subd. 7. Enforcement. The Clerk Administrator shall enforce the provisions of the housing code. This shall not be construed to prohibit any other city officer or his authorized representative from enforcing the provision of the housing code in the aspects related to their specific functions. All notices served for violations of the housing code shall be filed with the Clerk Administrator. In enforcing the housing code, the Clerk Administrator shall seek the advice and counsel of the county health officer on all matters pertaining to public health.

Subd. 8. Inspection of Dwellings. The Clerk Administrator, or his authorized representative, shall make inspections at reasonable times, as hereinafter provided, to determine the condition of dwellings and premises located within the city, in order to perform the duty of safeguarding the health and safety of the occupants of dwellings and of the general public. For the purpose of making such inspections, the Clerk Administrator is hereby authorized to enter, examine, and survey at all reasonable times all dwellings, and premises, except that inspection of owner-occupied single family dwellings shall only be made when permitted by the owner, or in an emergency endangering life or property, or when authorized by court order, warrant or other judicial process. Inspection of dwellings, other than owner-occupied single family dwellings, shall be a condition of the business of leasing or renting such dwellings to others, and the owner, occupant, or the person in charge of such dwelling shall give the Clerk Administrator free access to such dwellings and its premises, at all reasonable times, for the purpose of such inspection, examination and survey. No registration certificate required by the housing code shall be issued if admittance for the purpose of inspecting the premises is refused by the owner, occupant, or person in charge.

Subd. 9. Access by Owner. Every occupant of a dwelling, rooming unit or apartment shall give the owner thereof, or owner's agent or employee, access to any part of such dwelling, rooming unit or apartment, or its premises, at all reasonable times, for the purpose of making such repairs or alterations as are necessary to effect compliance pursuant to the provisions of the housing code.

Subd. 10. Service of Notices. Whenever the Clerk Administrator determines that there are reasonable grounds to believe that there has been a violation of any provisions of the housing code, the Clerk Administrator shall give notice of such alleged violation to the person or persons responsible therefore, as hereinafter provided. Such notice shall:

- A. Be in writing;
- B. Include a description of the real estate sufficient for identification;
- C. Include a statement of the violation or violations for which the notice is being issued;
- D. Specify a reasonable time for the performance of any act it requires; and
- E. Be served upon the owner, or the operator, or the occupant, as the case may require. Such notice shall be deemed to be properly served upon such owner, operator, or occupant if personally served on any of them; or if a copy is left at the owner's usual place of abode with a person of suitable age and discretion that reside therein; or by depositing in the United States Post Office the notice, addressed to the owner at the owner's last known address, with postage prepaid thereon; or if service cannot be made by any one of the above means, then such notice shall be deemed served if a copy of such notice be posted and kept posted for 48 hours in a conspicuous place on the premises affected by such notice. Such notice may contain an outline of remedial actions, which if taken, will effect compliance with the provisions of this ordinance.

Subd. 11. Emergency Orders.

- A. Whenever the Clerk Administrator finds that an emergency exists which requires immediate action to protect the public health or safety, the Clerk Administrator may, without notice or hearing, issue to the owner of the property an order reciting the existence of such an emergency and requiring that the owner take such action as the Clerk Administrator deems necessary to meet the emergency. Notwithstanding the other provisions of the housing code, such order shall be effective immediately, and any person to whom such order is directed shall comply therewith immediately, but upon petition to the Clerk Administrator shall be afforded a hearing in the manner prescribed in Section 14.30 of this code. After such hearing, the Board shall continue such order in effect, or modify it, or revoke it. Failure to request a hearing or take the action required by the order within five (5) days of mailing or within three (3) days of personal service of the order shall be a misdemeanor.
- B. The abatement procedure of Section 14.36, Subd. 19 shall apply if the property owner fails to comply with the emergency order within the timelines established below.

Source: Ordinance No. 80, 2nd Series
Effective Date: 5-24-2005

(Sections 14.26 through 14.29, inclusive, reserved for future expansion.)

SEC. 14.30. HOUSING CODE: Housing Board of Appeal

Subd. 1. Housing Board of Appeals. There is established a Housing Board of Appeals.

Subd. 2. Organization.

- A. The Dodge Center City Council shall compose the full membership of the Housing Board of Appeals.
- B. The Mayor shall serve as the chair of the Board. The Vice-Mayor shall serve as the Vice-Chair of the Board. In the absence of both the Chair and the Vice-Chair, the members present shall elect a temporary presiding officer. The Clerk Administrator shall be the secretary of the Board.
- C. The Board shall adopt a set of rules to govern its own meetings and procedures which shall not be inconsistent with the provisions of Minn. Stat. §412. The rules may be amended from time to time, but only upon prior notice to members that the proposed amendments shall be considered at a specified meeting.
- D. The Board shall seek the advice and counsel of the county health officer on all matters pertaining to the public health.

Subd. 3. Meetings.

- A. The housing board shall meet in regular session if so provided in its rules. Otherwise, the board shall meet specially upon call of its chairman or any two members of the Board. Written notice of all special meetings shall be given to all members by the Clerk Administrator, setting forth the purpose of the meeting, and no other matters shall be considered at such meeting without the unanimous consent of all members present. The failure to notify any member who is absent from the city or due to disability is unable to receive notice shall in no way invalidate the proceedings at such meeting if a quorum is present.
- B. The Board shall act by oral motion or by written resolution but every order of the Board and every final action on any petition or appeal shall be by written resolution.
- C. The secretary or his designee shall keep minutes of its meetings and proceedings showing the vote of each member upon each question.
- D. All meetings shall be open to the public.

Subd. 4. Votes. Each member of the housing board of appeals, including the Chair and Vice-Chair, shall have one vote on all matters.

Subd. 5. Ex officio Members. The Clerk Administrator and fire chief shall be ex-officio members of this Board, but said members shall not have voting rights.

Subd. 6. Appeals to the Housing Board of Appeals. Any person affected by any notice of violation or emergency order issued and served pursuant to the housing code shall be granted a hearing before the Housing Board of Appeals upon filing in the office of the Clerk Administrator a written petition requesting such hearing and setting forth a brief statement of the grounds therefore. Said petition shall be filed within ten days after the notice or order is served.

Subd. 7. Date of Hearing. The hearing requested shall be held not more than thirty (30) days after the day on which the petition is filed or within ten (10) days of such filing in case of an emergency order. The Chair of the Board may postpone the date of the hearing for a reasonable time beyond such period if a good and sufficient reason exists for such postponement and in the case of an emergency order the Chair determines that adequate safeguards will be taken to provide for the health and safety of the occupants and general public during such postponement.

Subd. 8. Notice of Hearing. The Clerk Administrator shall cause five (5) days written notice of hearing to be given to the petitioner(s) by personal service or by mailing to the petitioner's last known address.

Subd. 9. Proceedings. At such hearing the petitioner, petitioner's agent or attorney, shall be given an opportunity to be heard and to show cause why the notice of alleged violation of emergency order issued by the Clerk Administrator should be modified or

withdrawn. The Clerk Administrator shall present a detailed written statement of the findings and decision to the board at the time of the hearing.

Subd. 10. Decisions of the Board. After such hearing, the Board shall sustain, modify or withdraw the notice of alleged violation of emergency order depending upon its findings as to whether the provisions of the housing code have been complied with. If the Board sustains or modifies such notice or emergency order, it shall be deemed to be an order. A copy of the decision of the Board shall be served by mail on the petitioner or petitioners.

With respect to existing buildings, whenever it is not practical or feasible to require strict compliance with the substantive provisions of this code, the Board may approve a variance from such provisions when, in its judgment, existing conditions are in acceptable compliance with the spirit and intent of the code and will reasonably protect the health, safety and welfare of the occupants and the public.

Subd. 11. Record of Proceedings. The proceedings of each hearing held before the Board pursuant to petition, including the findings and decision of the Clerk Administrator, shall be recorded and reduced to writing and entered as a public record in the office of the Clerk Administrator. Such record shall include a copy of every notice or order or stay or writing issued in connection with the matter. Any person aggrieved by the decision of the Board may seek relief therefrom in any court of competent jurisdiction as provided by the laws of the state.

Subd. 12. Stays. The Board may stay enforcement of an order made after a hearing before it pursuant to petition for a reasonable length of time, provided, however, that the Board shall first find that immediate enforcement of the order would result in extreme hardship to the person or persons affected.

Subd. 13. Notices Not Appealed. Any notice served pursuant to the provisions of the housing code shall automatically become an order if a written petition for a hearing is not filed with the Clerk Administrator within 10 days after the notice was served.

*Source: Ordinance No. 80, 2nd Series
Effective Date: 5-24-2005*

(Sections 14.31 through 14.34, inclusive, reserved for future expansion.)

SEC. 14.35. HOUSING CODE: Minimum Standards

Subd. 1. Minimum standards: Basic Equipment. No person shall occupy, or let to another for occupancy any dwelling or apartment for the purpose of living, sleeping, cooking or eating therein, which does not comply with the requirement of Sections 14.35, Subdivision 2 and 14.35, Subdivision 3.

Subd. 2. Solid Waste Storage Containers. Every dwelling or apartment must be supplied with adequate solid waste storage containers. While being accumulated and stored for collection and transportation to a permitted disposal facility, solid waste must

be stored in reusable, covered containers (e.g., cans, dumpsters, compactors, roll off containers) that are rust, impact, vermin and leak proof and wind resistant. Solid waste may be stored for collection no longer than the length of scheduled collection or one week, whichever is shorter. Occupants utilizing the services of a commercial hauler may place acceptable containers of solid waste, recyclable materials or yard waste within the public right-of-way no sooner than the evening prior to scheduled collection and must remove the empty containers the same day as collection.

Subd. 3. Maintenance of Solid Waste Containers. The responsible tenant (any occupant, tenant, owner, manager or custodian of any residence, apartment or dwelling unit) must maintain solid waste containers in a neat, clean and sanitary condition so as to prevent insect breeding, nuisances and unsightly conditions. The responsible tenant, the collector, or the owner or management firm (depending upon who supplies them) must maintain the containers in good repair. All solid waste containers shall be located so as to be easily accessible to the collector. Such containers must be kept on an impervious surface. Solid waste dumpsters and containers with an individual capacity of 1.5 cubic yards or more must not be stored in buildings or placed within five (5) feet of combustible walls, openings, exterior stairs or combustible roof eave lines. No solid waste container may be stored within the front setback required in a residential or commercial district as established in Chapter 4. Notwithstanding anything in this section to the contrary, dumpsters with an individual capacity of 1.5 cubic yards or more may be stored in rooms designed and approved for such use.

Source: Ordinance No. 91, 2nd Series
Effective Date: 4-22-2008

Subd. 4. Minimum Standards: Fire Safety. No person shall occupy, or let to another for occupancy, any dwelling or apartment for the purpose of living therein, which does not comply with the requirements of Section 14.35, Subd. 4 through Section 14.35, Subd. 12.

Subd. 5. Portable Fire Extinguishers. There must be provided and installed in each apartment or dwelling unit in buildings with three or more units at least: (a) one portable fire extinguisher complying with the standards prescribed by the state fire code and having a minimum rating of 1A10BC; or (b) one portable fire extinguisher complying with the standards prescribed by the State Fire Code and having a rating of not less than 2A10BC provided and installed within fifty (50) feet of each apartment entrance, without intervening stairways. Fire extinguishers must be mounted in a conspicuous location not more than 60 inches from the finished floor. Each portable fire extinguisher must bear an inspection tag indicating service within the past twelve months, a valid six-years maintenance label and a valid hydrostatic test label.

Subd. 6. Smoke Detectors. Every dwelling unit shall be provided with an approved UL listed single station smoke detector, properly mounted on the ceiling or wall outside of the sleeping rooms of the dwelling unit or installed in accordance with the building code in effect when the building was constructed. All required smoke detectors must be maintained in an operable condition, at all times, and tested on a regular basis to insure batteries are in place and replaced as necessary to insure the detector is operational. Smoke detectors that fail to sound an alarm when tested and smoke detectors more than ten years old must be replaced. It is the building owner's responsibility to provide and

install properly working smoke detectors and establish a maintenance program to insure their proper operation.

Subd. 7. Fire Alarm Systems. Fire alarm systems are required to be installed in newly registered residential apartment buildings with dwelling units on or above the third floor, or containing more than sixteen (16) dwelling units, in accordance with the building and fire code. A separate fire alarm system is not required in buildings protected throughout by an approved supervised automatic fire sprinkler system that provides an alarm to alert occupants of a fire condition. All fire alarm systems must be properly tested and maintained by an approved licensed contractor at least annually, in accordance with the fire code, the electric code and NFPA Standard 72. An inspection tag, inspection certificate or proof of inspection must be provided.

Subd. 8. Exits. Exits must comply with the building code.

Subd. 9. Emergency Escape or Rescue Openings in Sleeping Rooms.

- A. Emergency escape or rescue openings must be provided in all sleeping rooms in accordance with the building code in effect at the time of construction. In any case, the escape opening must provide: (a) a minimum 24-inch clear, opening height; (b) a minimum 20-inch clear, opening width; (c) a minimum five square foot clear opening; and (d) a finished sill height not more than 48 inches above the floor. Such openings must be maintained clear of obstructions and in good operating condition at all times. The net clear opening dimensions must be the result of the normal operation of the opening.
- B. Notwithstanding anything in subdivision 9(A) to the contrary:
 - 1. Escape windows are not required if a building is protected throughout by an approved automatic fire sprinkler system; and
 - 2. Escape windows need not be installed in rooms of existing buildings having two separate means of escape provided that the means of escape are independent of each other and they pass through only on adjacent non-lockable room or area.

Subd. 10. Locking Devices.

- A. All building exit doors must be operable from the inside without the use of a key, or special knowledge or effort. Exit doors must not be locked, chained, bolted, barred, latched or otherwise rendered unusable. All locking devices must be of an approved type.
- B. Notwithstanding anything in subdivision 10(A) to the contrary, exit doors from individual dwelling units having an occupant load of ten (10) or less may be provided with a night latch, dead bolt or security chain, provided that such devices are operable from the inside without the use of a key or tool, and mounted at a height not to exceed 48 inches from the finished floor.

Subd. 11. Mechanical Rooms.

- A. Combustible material must not be stored in boiler rooms, mechanical rooms or electrical equipment rooms.
- B. Notwithstanding anything in subdivision 11(A) to the contrary, mechanical rooms containing only equipment with sealed combustion chambers or rooms of sufficient size to maintain a three-foot clearance between any equipment and any combustible material may store combustible material.

Subd. 12. Fueled Equipment. Fueled equipment, including but not limited to, motorcycles, mopeds, lawn care equipment and portable cooking equipment must not be stored, operated or repaired within a residential building, except in a room constructed for that purpose in accordance with the Building Code.

Subd. 13. Minimum Standards: Space, Use and Location. No person shall occupy or let to another for occupancy any dwelling or apartment for the purpose of living therein that does not comply with the requirement of Section 14.35 Subd. 14 through 14.35 Subd. 16.

Subd. 14. Area. Every single dwelling or apartment must contain at least 150 square feet of floor area for the first occupant thereof and at least 100 additional square feet of floor area for every additional occupant thereof. Floor space must be calculated on the basis of total habitable room area.

Subd. 15. Area of Sleeping Rooms. In every dwelling of two or more rooms, every room occupied for sleeping purposes by one occupant must contain at least 70 square feet of floor area. Every room occupied for sleeping purposes by more than one occupant must contain at least 50 square feet of floor area for each occupant thereof.

Subd. 16. Identification of Premises. All buildings must have address numerals on the front of the building as close to the main entrance as practicable. Lettering must be at least four inches in height, be of a contrasting color to the background, and be plainly legible from the street. The entrance door to every apartment or rooming unit in any dwelling must be plainly marked on the outside, either numerically or alphabetically.

*Source: Ordinance No. 80, 2nd Series
Effective Date: 5-24-2005*

SEC. 14.36. HOUSING CODE: Dwellings and Apartments

Subd. 1. Maintenance. No person shall occupy, or let to another for occupancy, any dwelling or apartment for the purpose of living therein, which does not comply with the requirements of Section 14.36, Subd. 2 through 14.36, Subd. 6.

Subd. 2. Foundations, Exterior Walls and Surfaces, Roofs. Every foundation, chimney, exterior wall and surface, and roof shall be weathertight, watertight, rodent-proof and insect proof, and shall be kept in a workmanlike state of maintenance and

repair.

- A. The foundation shall support the building at all points.
- B. Every exterior wall shall be free of holes, breaks, loose or rotten boards or timbers, and any other condition which might admit rodents, rain or dampness to the interior portions of the walls or to the interior space of the dwelling.
- C. The roof shall be tight and have no defects which admit rain or other forms of moisture. Roof drainage shall be such that it prevents rain water from causing dampness in the walls.
- D. All exterior surfaces shall be of a material manufactured and processed specifically for use in a weather-exposed location, including roofing, exterior painted wood, masonry, exposed redwood or other naturally suitable materials. Exterior walls shall be maintained and kept free from dilapidation, including those conditions caused by extensive cracks, tears or breaks and by extensively deteriorated plaster, stucco, brick, wood or other materials or combinations of materials.
- E. The exposed surface of exterior walls on a building above the ground level shall be maintained in good repair so as to provide both sufficient covering and sufficient protection of the surface underneath against its deterioration. Without limiting the generality of this section, an exposed surface of a building shall be deemed to be in a workmanlike state of maintenance and not to be in good repair if either or both of the following conditions exist:
 - 1. The painted surface is blistered, cracked, flaked, scaled or chalked away, and such condition(s) extends over more than twenty-five percent (25%) of the surface area of any plane or wall or other area, including window trim, cornice members, porch railings and other such areas.
 - 2. More than ten percent (10%) of the pointing of any masonry chimney or more than twenty-five percent (25%) of the pointing of any masonry wall is loose, has fallen out, or otherwise does not exist.
- F. Any exterior surface or place required to be repaired under the provisions of this section shall be repaired in its entirety to make it weather-tight, watertight, and rodent-proof.

Subd. 3. Interior Walls, Floors and Ceilings. Every interior partition wall, floor and ceiling shall be capable of affording privacy, and shall be kept in a workmanlike state of repair and maintained so as to permit them to be kept in a clean and sanitary condition.

- A. The interior walls and ceiling must be free of loose plaster and other structural material, the collapse of which may constitute an accident hazard.
- B. Plaster, paint and other surface materials must be of such character as to be easily cleanable, smooth, clean and tight.

- C. The floors must be free of holes and wide cracks which may admit rodents or which constitutes a possible accident hazard.
- D. The floor must be free of loose, warped, protruding and rotting floor boards.
- E. Every habitable room, closet, bath or toilet room, and connecting corridor, shall have walls and ceilings of tight and sound construction covering all studs and floor and ceiling joists. All protruding piping duct work in such rooms, closets and corridors, which would be hazardous to persons using such areas, shall be enclosed with suitable and durable building materials.

Subd. 4. Windows, Exterior Doors, Garage Doors, Basement Hatchways.

- A. Every window, exterior door and basement door shall be weather-tight and rodent-proof and shall be kept in working condition and in a workmanlike state of maintenance and repair.
- B. Every garage door shall be kept in working condition and in a workmanlike state of maintenance and repair.
- C. Every window shall be fully supplied with window panes which are without open cracks or holes.
- D. Every window sash shall be in good condition and fit tight within its frame.
- E. Every window other than a fixed window shall be capable of being easily opened and shall be able to be held in an open position by window hardware.
- F. Every exterior door, door hinge and door latch shall be in good condition.
- G. Every exterior door when closed shall fit in a workmanlike condition within its frame.
- H. Every window, door and frame shall be constructed and maintained in such relation to the adjacent wall construction as completely to exclude rain and substantially to exclude wind from entering the structure.
- I. Every basement hatchway shall be so constructed and maintained as to prevent the entrance of rodents, rain and surface drainage water into the dwelling.
- J. Every door available as an exit shall be capable of being opened from the inside, easily and without the use of a key.

Subd. 5. Stairways, Exterior Porches and Decks, Landings, and Floor Levels. Every inside and outside stairway, every exterior porch and deck, landing and floor level and every appurtenance attached thereto shall be so constructed as to be safe to use and capable of supporting the load that normal use may cause to be placed thereon and shall

be kept in a sound condition and in a reasonably good state of repair.

- A. Every flight of stairs and exterior porch and deck, landing and floor level shall be free of holes, grooves and cracks which are large enough to constitute a possible accident hazard. The construction, design and headroom of stairways, exterior porches and decks, landings and floor levels shall conform to the building code.
- B. Every stairwell and every flight of stairs which are four or more risers high shall have hand rails not less than thirty inches nor more than thirty-four inches above the nosing of treads and every exterior porch and deck, landing, and floor level which is more than thirty inches above grade shall have hand rails not less than thirty-six inches above the platform. The construction and design of handrail intermediates shall conform to the building code.
- C. Every rail and balustrade shall be fastened and maintained in a workmanlike condition. No flight of stairs shall have settled more than one inch out of its intended position or have pulled away from supporting or adjacent structures.
- D. No flight of stairs shall have rotten or deteriorated supports. The treads of every flight of stairs shall be uniform in height. Every stair tread shall be sound and securely fastened in position.
- E. Every stair tread shall be strong enough to bear the load required by the building code.
- F. Every exterior porch and deck, landing, and floor level shall have sound floor and supports.
- G. All outside stairways, fire escapes and exit ways shall be maintained unobstructed, and free of ice and snow. All outside stairways that serve as an entrance to an upper story apartment or rooming unit shall have a light located at the head of the stairway capable of lighting the entire stairway. This light may be controlled by 3-way switches, one at the bottom of the stairway, and one at the top, or it may be a sensor light, activated by motion or dusk.

Subd. 6. Discontinuation of Required Services, Facilities, Equipment or Utilities. No owner or operator shall cause any service, facility, equipment or utility which is required to be supplied under the provisions of this code to be removed, shut off, or discontinued in any dwelling or apartment let or occupied by such person, except for such temporary interruption as may be necessary while actual repairs, replacements, or alterations are in process of being made.

Subd. 7. Responsibility for Maintenance of Dwellings and Apartments. The responsibilities of owners and occupants for maintenance of dwellings and apartments are in accordance with Section 14.36, Subd. 8, through Section 14.36, Subd. 12.

Subd. 8. Public Areas. Every owner of a dwelling containing two or more apartments shall be responsible for maintaining in a clean and sanitary condition the shared or public

areas of the dwellings and premises thereof.

Subd. 9. Responsibility of the Occupant. Every occupant of a dwelling or apartment shall keep in a clean and sanitary condition that part of the dwelling, apartment and premises thereof which he or she occupies and controls.

Subd. 10. Responsibility for Rubbish and Garbage. Every occupant of a dwelling or apartment shall dispose of all refuse in a clean and sanitary manner by placing it in garbage disposal facilities or refuse storage containers as prescribed in Section 14.35, Subd. 2. The owner shall supply such facilities or containers for all apartments in a dwelling containing more than four apartments and for all apartments located on premises where more than four apartments share the same premises. In all other cases, it shall be the responsibility of the occupant to furnish such facilities or containers unless the owner furnishes such facilities or containers or has agreed to furnish them.

Subd. 11. Extermination. Every occupant of a single family dwelling shall be responsible for the extermination of any insects, rodents, or other pests therein or on the premises; and every occupant of an apartment in a dwelling containing more than one apartment shall be responsible for such extermination whenever his or her apartment is the only one infested. Notwithstanding the foregoing provisions of this subsection, whenever infestation is caused by failure of the owner to maintain a dwelling in a rat-proof or reasonably insect-proof condition, extermination shall be the responsibility of the owner. Whenever infestation exists in two or more of the apartments in any dwelling, or in the shared or public parts of any dwelling containing two or more apartments, extermination thereof shall be the responsibility of the owner.

Subd. 12. Plumbing. Unless the owner has otherwise agreed, every occupant of an apartment shall keep all plumbing fixtures therein in a clean and sanitary condition and shall be responsible for the exercise of reasonable care in the proper use and operation thereof.

Subd. 13. Responsibility for Maintenance of Non-Dwelling Structures and Premises. No owner shall permit any non-dwelling structure, fence or condition to exist on any dwelling or non-dwelling premises in the city in violation of the requirements of Section 14.36, Subd. 14, through Section 14.36, Subd. 17.

Subd. 14. Non-Dwelling Structures. Every foundation, exterior wall, roof, window, exterior door, overhead door, basement hatchway, and every other entranceway of every non-dwelling structure shall be so maintained as to prevent the structure from becoming a harborage for rodents, vermin and insects and shall be kept in a reasonably good state of maintenance. In addition, every non-dwelling structure located on any dwelling premises shall be maintained in accordance with the provisions of Section 14.36, Subd. 2.

Subd. 15. Fences. Every fence in such condition as to constitute a public health or safety hazard shall be repaired or removed.

Subd. 16. Grading and Drainage of Premises. All premises shall be graded and maintained so no stagnant water will accumulate or stand on the premises or within any

building or structure located on the premises.

Subd. 17. Open Areas.

- A. Open area means that part of a residential lot or property that is not covered by an enclosed building or structure, regardless of whether the view from outside the property is shielded by a fence, vegetation or other structure. The term area includes, but is not limited to, the yard, open porches, and areas under structures that are not entirely enclosed, such as a carport.
- B. All open areas and parts of premises shall be maintained and kept in a reasonably clean and neat condition. This requirement shall include the removal of dead trees and brush; the removal of inoperable machines, appliances, fixtures and equipment; the removal of lumber piles and building materials not being used in actual construction on the premises unless such premises are being used by a business dealing in or requiring use of such lumber and materials, and the storage of these materials for business use is allowed or permitted by ordinance; the removal of tin cans, broken glass, broken furniture, mattresses, box springs, boxes, crates, cardboard, tires, and other garbage and debris; and the removal of furniture and other items of the type not designed or intended to be stored outside or in such a manner that they are exposed to weather and climatic conditions.

Subd. 18. Violations of a Public Health or Safety Hazard. A person who creates, maintains or allows to continue a condition on property which poses a risk to the health or safety of the public, including but not limited to, in violation of Section 14.36, Subd. 17 of this Code, shall be deemed to have created in the City a public health or safety hazard, which is subject to abatement by the City as provided in Section 14.36, Subd. 19.

Subd. 19. Abatement Procedure.

- A. If the owner or occupant thereof fails within fourteen days after posting by first class mail of a notice to abate a public health or safety hazard contained or existing on any property, the City by and through its authorized personnel may enter upon such property and abate the public health hazard by any reasonable means, including the contracting with a private person to do so.
- B. Any expenses incurred by the City in the abatement of a public health or safety hazard under this section shall be the responsibility of the property owner, and if subsequently unpaid, may be assessed against the property as provided in Minnesota Statute §429.101.

Source: Ordinance No. 80, 2nd Series
Effective Date: 5-24-2005

Subd. 20. OPT-OUT OF MINNESOTA STATUTES, SECTION 462.3593. Pursuant to authority granted by Minnesota Statutes, Section 462.3593, Subdivision 9, the City of Dodge Center opts-out of the requirements of Minn. Stat. §462.3593, which defines and regulates Temporary Family Health Care Dwellings.

SEC. 14.37. HOUSING CODE: Condemnation and Removal of Unfit Buildings.

Subd. 1. Condemnation of Dwellings and Apartments. Any dwelling or apartment which shall be found to have any of the following defects shall be condemned as unfit for human habitation and shall be so designated and posted by the Clerk Administrator.

- A. One which is so damaged, decayed, dilapidated, unsanitary, unsafe, or vermin-infested that it creates a serious hazard to the health or safety of the occupants or of the public.
- B. One which lacks illumination and/or ventilation of sanitation facilities adequate to protect the health or safety of the occupants or of the public.
- C. One which because of its general condition or location is unsanitary or otherwise dangerous to the health or safety of the occupants or of the public.

Subd. 2. Vacating of Condemned Dwellings and Apartments. Any dwelling or apartment condemned as unfit for human habitation, and so designated and placarded by the Clerk Administrator, shall be vacated within a reasonable time as ordered by the Clerk Administrator.

Subd. 3. Use of Condemned Dwellings and Apartments. No dwelling or apartment which has been condemned and posted as unfit for human habitation shall again be used for human habitation until written approval is secured from, and such posting is removed by the Clerk Administrator. The Clerk Administrator shall remove such posting whenever the defect or defects upon which the condemnation and posting action were based have been eliminated.

Subd. 4. Removal or Demolition of Condemned Dwellings. Any dwelling which has been condemned as unfit for human habitation and cannot be repaired as to comply with the minimum standards set in this code or any building which because of inadequate maintenance, dilapidation, physical damage, unsanitary condition or abandonment, constitutes a fire hazard or a hazard to public safety or health, may be removed or demolished by the City, following the procedures established by Minnesota Statutes §463.15 – 463.261 or otherwise as allowed by law.

Subd. 5. Removal of Posted Notice Prohibited. No person shall deface or remove the posted notice from any dwelling or apartment which has been condemned as unfit for human habitation and posted as such, except as provided in Section 14.37, Subd. 3.

Subd. 6. Appeals. Any person affected by any notice or order relating to the condemning and posting of a dwelling or apartment as unfit for human habitation may request and shall be granted a hearing on the matter before the board, under the procedure set forth in Section 14.30.

Subd. 7. Enforcement. The city attorney may enforce any provision of this chapter, including any order to vacate condemned dwellings and apartments, by mandamus, injunction, or any other appropriate remedy in any court of competent jurisdiction.

Source: Ordinance No. 80, 2nd Series
Effective Date: 5-24-2005

(Sections 14.38 through 14.98, inclusive, are reserved for future expansion.)

SEC. 14.99. HOUSING CODE: Violation of a Misdemeanor. Every person who violates a section, subdivision, paragraph or provision of this Chapter when that person performs an act thereby prohibited or declared unlawful, or fails to act when such failure is thereby prohibited or declared unlawful, and upon conviction thereof, shall be punished as for a misdemeanor except as otherwise stated in specific provisions hereof.



Solution Overview

Presented to Kasson, MN

Presented by:

Brian Choyka
Senior Regional Manager

Brian.choyka@onsolve.com



Office 866 939 0911

Mobile 610 823 8846



780 W. Granada Blvd.
Ormond Beach, FL 32174



onsolve.com



EMERGENCY AND CRITICAL COMMUNICATIONS

OnSolve provides the industry's most proven and easy-to-use notification services capable of reaching hundreds of thousands of citizens in minutes. The company has been in the critical communications business for nearly two decades, developing and implementing the technology that has delivered more than a billion messages across North America.

The OnSolve web-based product suite features four hosted solutions for municipalities:

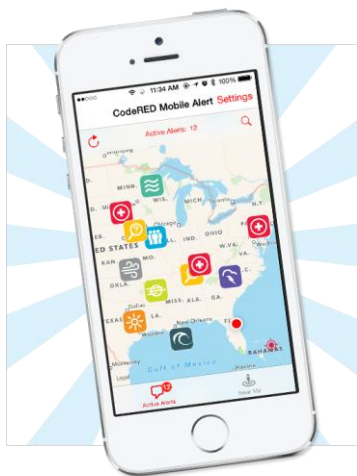
- **CodeRED®** for community and staff notifications
- **CodeRED Weather Warning®** for automated severe weather alerts
- **CodeRED for IPAWS** providing integrated access to the nation's alerting system
- **MyDailyCall™** for checking on at risk individuals



CodeRED

The CodeRED solution was designed specifically for government and public safety officials to record, send and track personalized voice, email, text and social media messages to citizens, as well as staff. OnSolve employs a proprietary mapping technology and patented delivery methods as integral components of its high-speed notification system in operation since 1998.





CodeRED Mobile Alert app

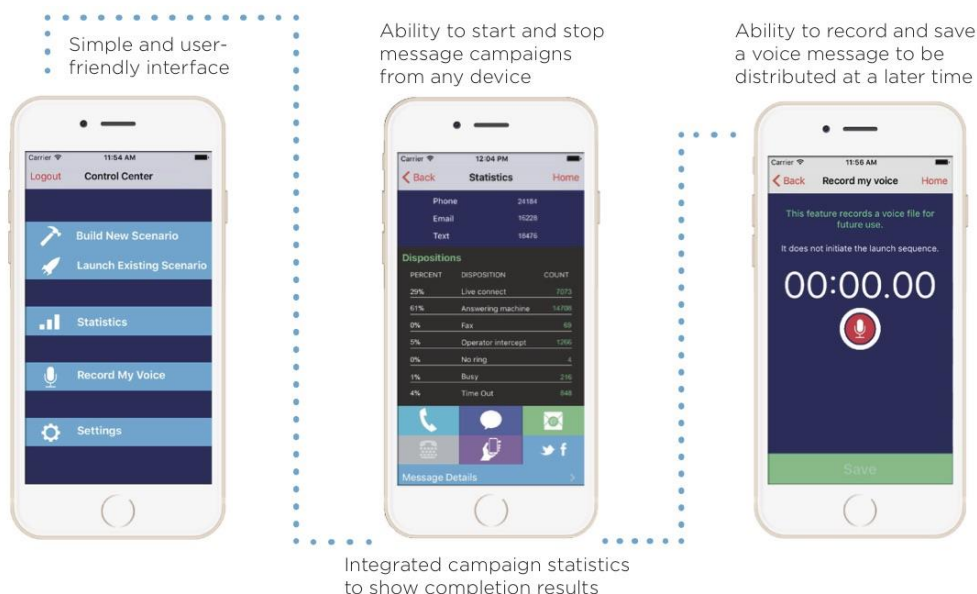
This latest innovation in the public safety arena answers the question asked by many Emergency Managers nationwide – “How do we communicate with people in our jurisdiction who do not reside here?”

The answer is by using a location-based method to deliver CodeRED initiated messages. The CodeRED Mobile Alert app is geo-aware and sends push notifications to a subscriber’s device when alerts are issued for their current geographical location. This advanced technology enables local officials which utilize CodeRED to reach those individuals passing through their jurisdiction and helps to also protect citizens traveling outside their local coverage area.

MOBILE LAUNCHING CAPABILITIES

The world has become increasingly mobile and therefore, OnSolve has developed tools to meet the specific needs of our clients. This includes the ability to create and send notifications on the go, from any location at any time via a mobile device.

The CodedRED Launcher app, which can be used on any Android, iOS or Windows device, allows users to quickly and easily build scenarios, utilize saved scenarios, launch to existing contact groups, select a geographic calling area via the map, and launch ad hoc notifications across all modes of dissemination. The app also provides users with a detailed view of statistics in order to analyze each notification sent.



The CodedRED Launcher app empowers users to launch notifications immediately from the field

TWO-WAY MESSAGING CAPABILITIES

Two-way messaging allows system users to collect real-time responses from your message recipients; helping you make better informed decisions, fulfill open shifts, track resources, enable two-way dialogue, and more.

When a two-way enabled message is sent, recipients receive a custom URL directing them to a responsive web form displaying their available responses. System users can then:

- View and track all responses via detailed analytics
- Establish a pre-determined expiration time for required responses
- Attach documents, pictures or files containing additional information
- Enable simple yes/no survey responses or text fields

Message Builder

Email Text **Replies***

Reply Page Creation

Team activation. Can you respond? If so, what is your estimated time of arrival?

Clear

Message length (limit to 250 characters): 80 characters

☒ Add a yes/no response

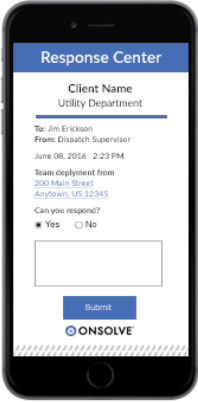
☒ Add a text box response

Duration to accept replies: 3 Hours 0 Minutes

Hours

Minutes

Previous Save Replies



Response Center

Client Name
Utility Department

To: Jim Erickson
From: Dispatch Supervisor
June 08, 2016 2:23 PM

Team deployment from
200 Main Street
Anytown, US 12345

Can you respond?
☒ Yes ☐ No

Submit

ONSOLVE

Name	Device	Current Status	Time	Yes/No	Reply Message
Harper, Troy	386931	Replied	1:20:43	Yes	Delayed by traffic
	tharper@ecnetwork.com	Opened	1:22:15		
Smith, John	386497	Received	1:20:43		
	jsmith@gmail.com	Replied	1:20:28	No	Out of town
Heaton, Mike	386503	Delivered	1:20:45		
	mheaton@wazoo.com	Replied	1:20:44	Yes	
Vickers, Patty	386569	Delivered	1:20:46		



Simple implementation

The CodeRED system is operational immediately and can be ready for use today. With no equipment to install or phone lines to add, authorized users simply login to the CodeRED system with their password to begin. An initial calling database and local maps are provided by OnSolve and are instantly available to enable users to easily target residents and businesses by specified area.



Ease of use

The CodeRED system was designed to be easy to use even under the most strenuous of conditions. Expecting use under pressure, the feature rich interface was built with a simple three step process to initiate critical communications. Messages may be launched by authorized users via telephone or the Internet, from anywhere at any time.



Training and refresher courses are regularly provided via live web-based seminars to ensure your staff is always comfortable with the system and confident in their ability to launch a notification.



Live client support

Available 24/7/365, the OnSolve Client Support Team is staffed by knowledgeable individuals thoroughly trained on all aspects of the CodeRED system. In addition to handling inbound inquiries, the team monitors system activity as well as weather and other news feeds, to stay on top of developing situations; when appropriate, they will also reach out to clients to provide suggestions and support for system use.

Technology

CodeRED's robust platform is built upon a sophisticated infrastructure which includes multiple built-in redundancies to support thousands of jobs running simultaneously.

Proprietary trademarked technology is used to ensure messages are delivered in their entirety regardless if the call is picked up by a person, or by an answering device. If a call is missed, message recipients may simply dial the system back via the toll-free number displayed on their caller ID to hear the last message delivered to their phone. This Universal ANI® feature is not only convenient for the recipients of notifications; but, it also relieves inbound call congestion on your personnel and often overworked emergency lines.

Furthermore, OnSolve manages its entire network in-house, maintaining control over dialing systems and not relying on any third-party or shared lines to place calls. This dedicated network ensures client jobs initiate immediately and do not have to be queued or competed by available phone lines with other dialing priorities. Most importantly, by eliminating any dependence on third-party Service Level Agreements (SLAs), an entire layer of potential failure is removed.

Speed

The OnSolve infrastructure maintains a massive system capacity that is able to transmit millions of messages an hour. Each account is throttled and system resources are allocated to match the local telephone infrastructure, resulting in more connected calls, less network congestion, and fewer busy signals. The CodeRED system was built for use during time-sensitive situations, when ensuring communications are delivered as quickly as possible, is what matters most.

Mapping

Mapping is available for use when messages need to be geographically targeted. The web-based mapping interface, written by OnSolve, is both intuitive and easy-to-use. CodeRED utilizes ESRI mapping as a foundation and has created area selection tools that range from polygons to simple paint brush tools, allowing users to quickly become familiar with the map's features. OnSolve hosts all components of the mapping interface, relying on no third-party providers.



Calling data

Each client accesses a database which is populated by multiple sources. All compiled data is verified and addresses are assigned lat/long coordinates by the OnSolve custom multi-layer geo-coding service.

OnSolve will provide the residential and business calling database. Communities using CodeRED typically provide data from their local utilities as well as their 911 data. OnSolve geo-codes all client supplied data as a standard part of the database building process.

And finally, the most accurate layer is created by entries to the Community Notification Enrollment (CNE) page. OnSolve provides a custom Web page for each community, allowing residents and businesses to directly submit additional calling data, text and email addresses, as well as TDD/TTY requirements, to further populate the database. All information added to the CNE is instantly available for use within CodeRED.

Validata®

The CodeRED database is scrubbed using the unique Validata process, numbers that cannot be confirmed as valid, are removed to create a cleaner, more efficient calling list.

Internal use

The CodeRED system enables users to easily import data groups with up to eight points of contact including text and email addresses. OnSolve developed this multi-channel approach to internal communications as a way to ensure message consistency for first responder notifications, critical incident call outs, and official comment direction. With a few clicks of the mouse, multiple groups, an individual group, or specific group members can quickly be contacted. Users select the best way to send alerts and can then verify the information was delivered rapidly and accurately.



Affordability

OnSolve has priced its CodeRED solution to be cost-effective. There are no set-up fees to pay, no equipment to buy, no phone lines to lease, and no annual maintenance is required. System time, training and support, initial calling database, mapping, integration of client supplied data, and database clean-up are all included.

The OnSolve pricing structure is calculated based on population and is designed to be FEMA friendly to help communities qualify for reimbursement when eligible.

Currently, CodeRED is used every day by clients from coast to coast across the U.S. and in Canada. To find out why the CodeRED high-speed notification solution has been selected as the preferred platform for critical communications by your colleagues time and again, we would be pleased to provide a list of clients who use CodeRED upon request, so you may hear directly from them regarding the advantages of the system.

COST PROPOSAL (PRICING GOOD FOR 90 DAYS FROM 7/18/19)

Keep staff and residents safe and informed with the CodeRED system. Quickly notify staff of time critical information, emergencies and day-to-day operations updates. Send targeted emergency and community notifications to mobile subscribers located in specific geographic areas within your jurisdiction.

A one (1) year CodeRED license includes 24/7/365 uninterrupted system access and the following:

- CodeRED system set-up and initial training
- Unlimited CodeRED Mobile Alert App notifications
- Unlimited voice messaging
- Unlimited SMS text, email and social media alerts
- OnSolve provided residential and business database
- Integration and geo-coding of client supplied data (911 data, utility data, etc)
- Managed Data Services and Validata Process provided by OnSolve
- OnSolve standard ESRI mapping
- Custom geo-coding using client supplied center-line data
- Unlimited user accounts and pass codes with role-based permission settings
- Unlimited Contact Groups and Tags for internal staff notification
- Unlimited pre-created scenarios and pre-created messages
- Unlimited use of the CodeRED Launcher mobile application
- Complimentary monthly refresher trainings via webinar
- Design and hosting of custom web-page for community enrollment
- 24/7/365 technical support

\$2,700 = Annual Cost

(based on population of 6,005)

Thank you for the opportunity to present you with the CodeRED solution and to submit this proposal to your agency. If you have any questions, please feel free to contact me directly

US Highway 14 Corridor Analysis and Design Concepts Project

Study Advisory Committee Meeting #1

July 18, 2019

Byron City Hall

- 1. Welcome and Introductions**
- 2. Study Partner Opening Comments**
- 3. Study Goals and Scope of Work**
 - a) Study Objective Confirmation
 - i. Project Understanding
 - ii. Scope of Work Overview (w/ schedule)
- 4. Early Data Collection Overview**
 - a) Base Existing Conditions Data
 - b) Existing Traffic Operations
- 5. Key Interests, Issues, and Opportunities**
 - a) Access
 - b) System Connectivity
- 6. Next Steps**

H:\Projects\11000\11722_Correspondence\Meetings\SAC1\190718_SAC1_Agenda.docx



Scope Overview

Project Overview

The primary goal of the Trunk Highway 14 Corridor Analysis/Evaluation is to create a future vision for the corridor that improves safety, manages access, improves freight movement, manages congestion into the future, and encourages economic development.

Task 1: Project Management (April 2019 - August 2020)

Task 2: Public and Agency Involvement (April 2019 - August 2020)

- Project Management Team (PMT) Meetings
- Study Advisory Committee (SAC)
- Byron City Council Meetings
- Public Open House Meetings and County Board Presentations
- Listening Session/Pop-Up Meetings
- Project Website
- Targeted Social Media
- Traditional Media

Task 3: Data Collection (April 2019 - July 2019)

Task 4: Corridor Vision and Goals (July 2019 - October 2019)

Task 5: Corridor Issues Identification and Confirmation (June 2019 - November 2019)

- Demographics
- Land Use
- Parks, Open Space and Trails/Pedestrian, and Trail and Bikeway Plans and Facilities
- Safety
- Access
- Heavy Commercial Vehicle Traffic
- Park and Ride Opportunities
- Travel Pattern Assessment
- Traffic Analysis
- Environmental and Cultural Constraints

Task 6: Corridor Concept Development (October 2019 - March 2020)

- Preliminary Concepts
- TH 14 Access Evaluation
- Traffic Analysis
- Cost Estimates
- Corridor Benefit Review

Task 7: Corridor Concept Evaluation, Refinement, and Selection (January 2020 - April 2020)

Task 8: Official Mapping (April 2020 - July 2020)

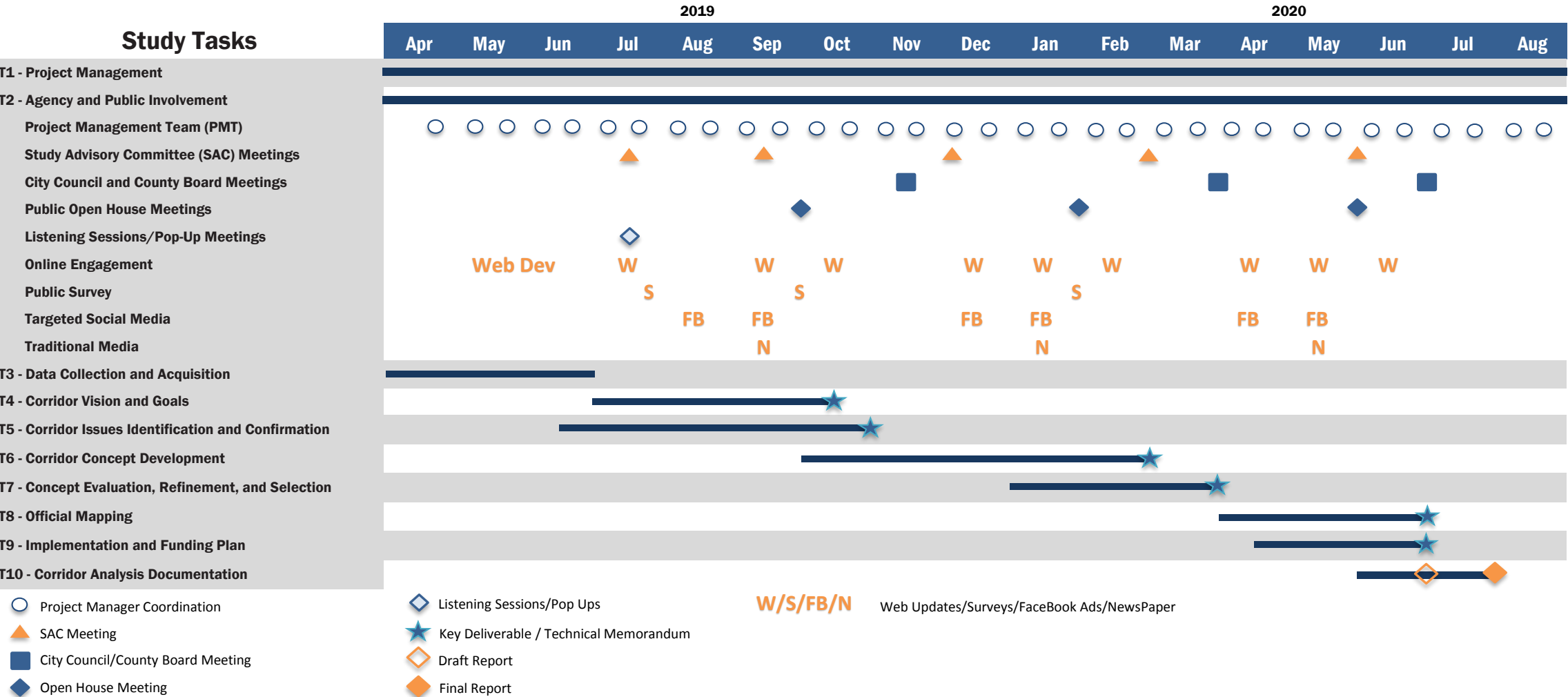
Task 9: Funding & Implementation Plan (April 2020 - July 2020)

Task 10: Corridor Study Documentation (June 2020 - August 2020)

Schedule

US 14 Corridor Analysis

Schedule and Critical Path Timeline with Deliverables



◇

Listening Sessions/Pop Ups

★

◇

Draft Report

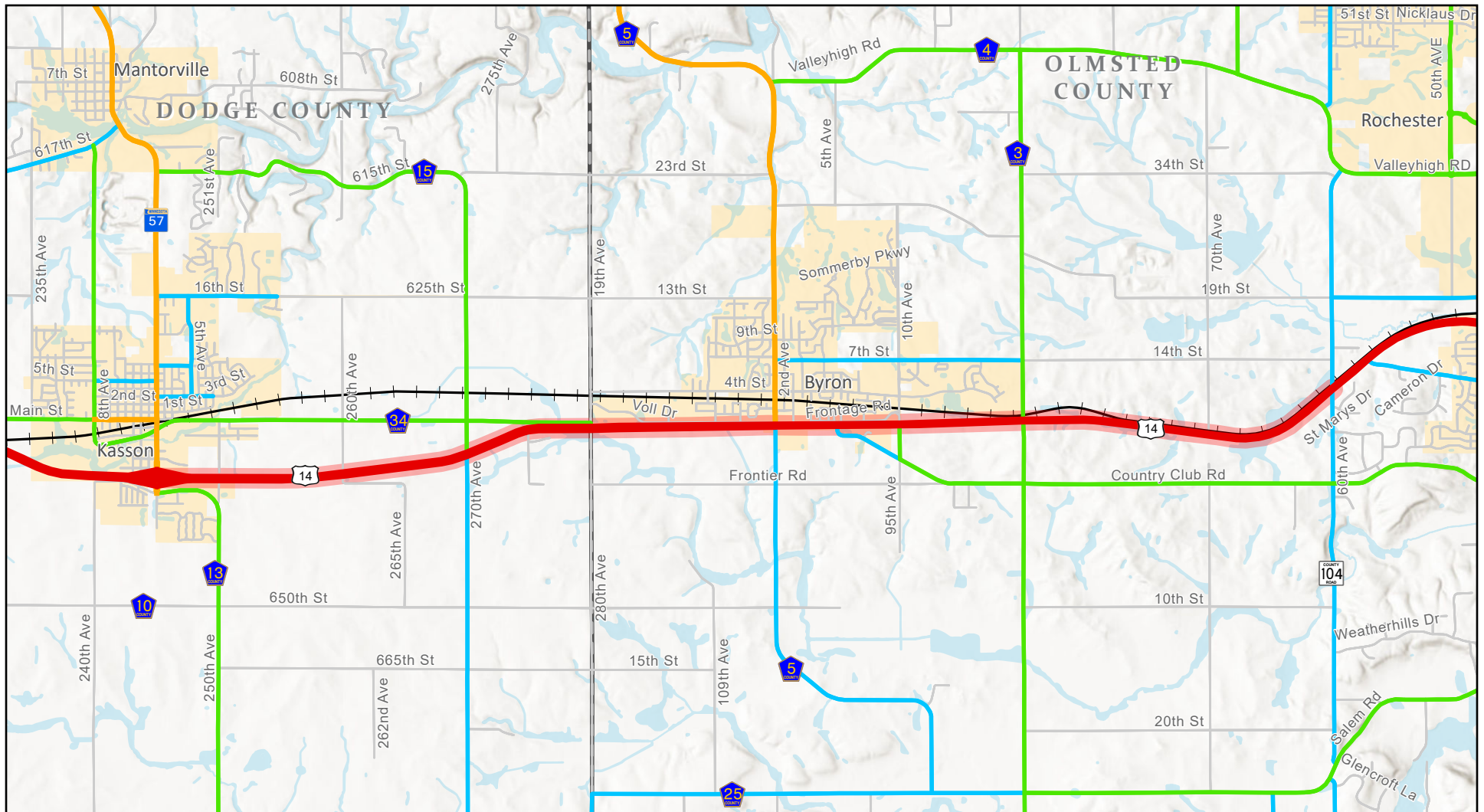
◆

W/S/FB/N

Web Updates/Surveys/FaceBook Ads/NewsPaper

Base Existing Conditions Map Package





Legend

- | | | |
|----------------------|-------------------------|-------|
| US 14 Corridor | Functional Class | Local |
| County Boundaries | Principal Arterial | |
| Municipal Boundaries | Minor Arterial | |
| Railroad | Major Collector | |
| | Minor Collector | |

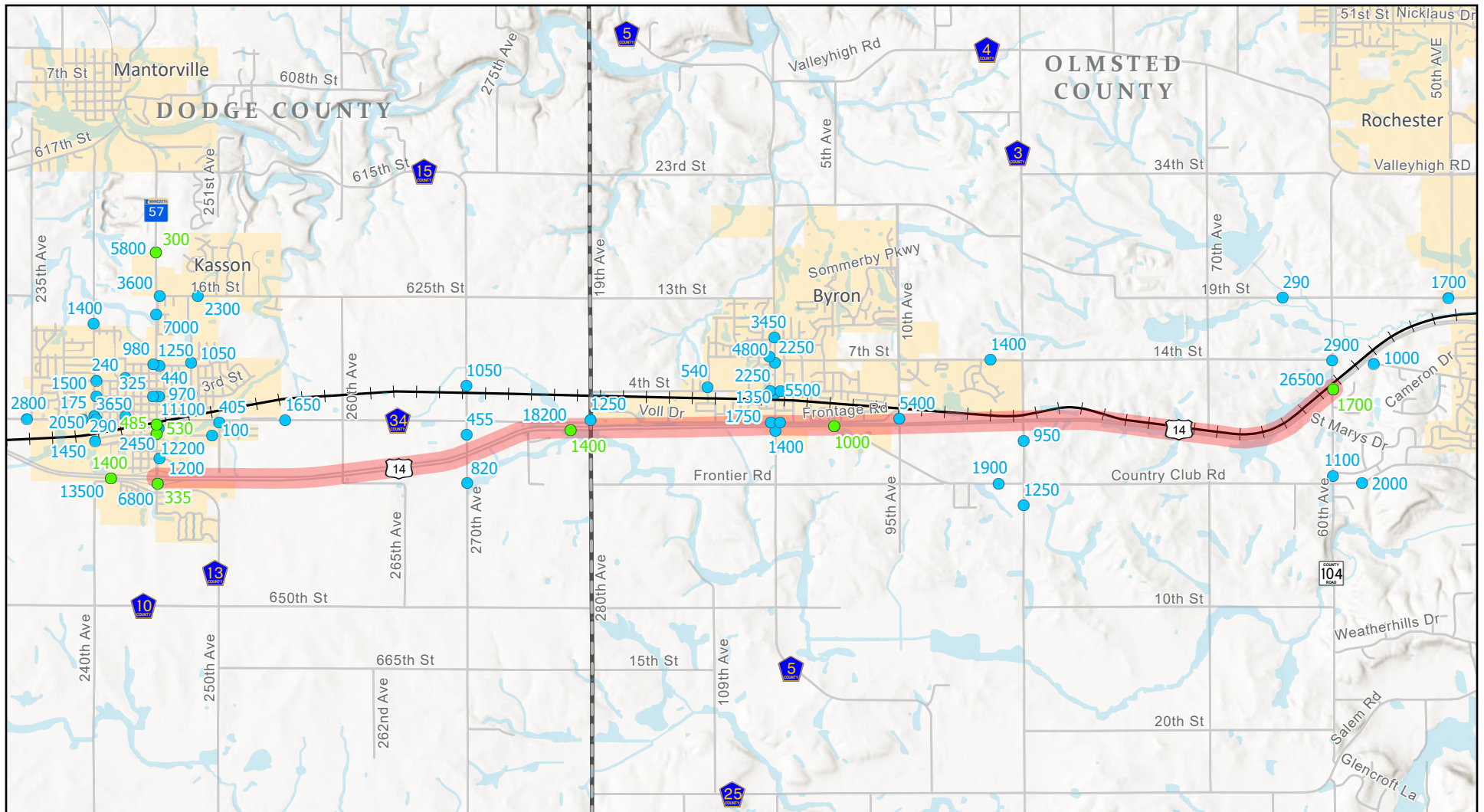
Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community



Existing Roadway Functional Class

US 14 Corridor Analysis and Design Concepts





Legend

- US 14 Corridor
- County Boundaries
- Municipal Boundaries
- AADT Traffic Volumes
- HCAADT Traffic Volumes

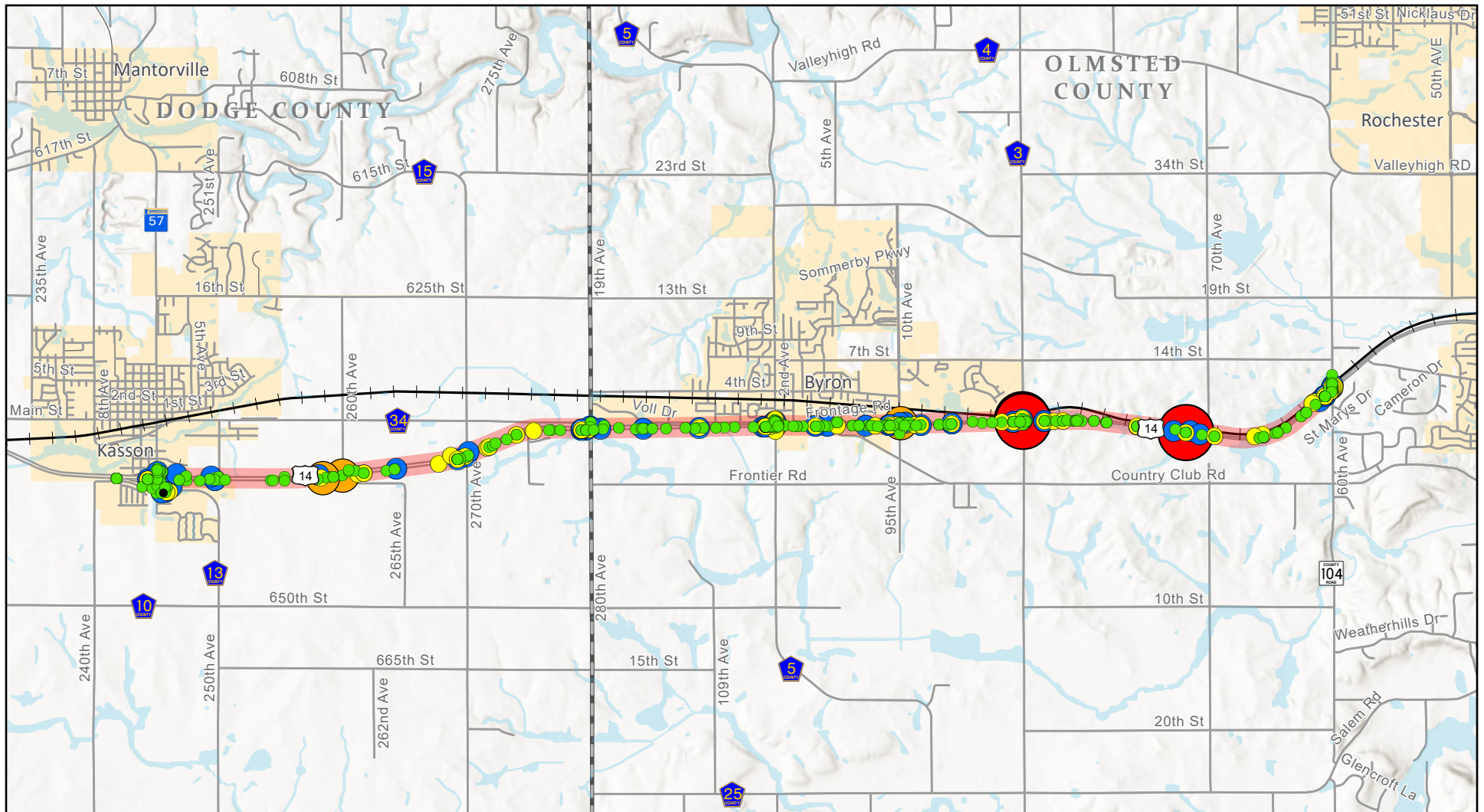
Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community



Existing Traffic Volumes

US 14 Corridor Analysis and Design Concepts





Legend

- US 14 Corridor
- County Boundaries
- Municipal Boundaries

Crash Severity

- Fatal Crash - 3
- Serious Injury Crash - 3

- Minor Injury Crash - 60
- Possible Injury Crash - 98
- Property Damage Only Crash - 427
- Unknown Severity Crash - 1

* Crashes from 1/1/2009 through 3/31/2019

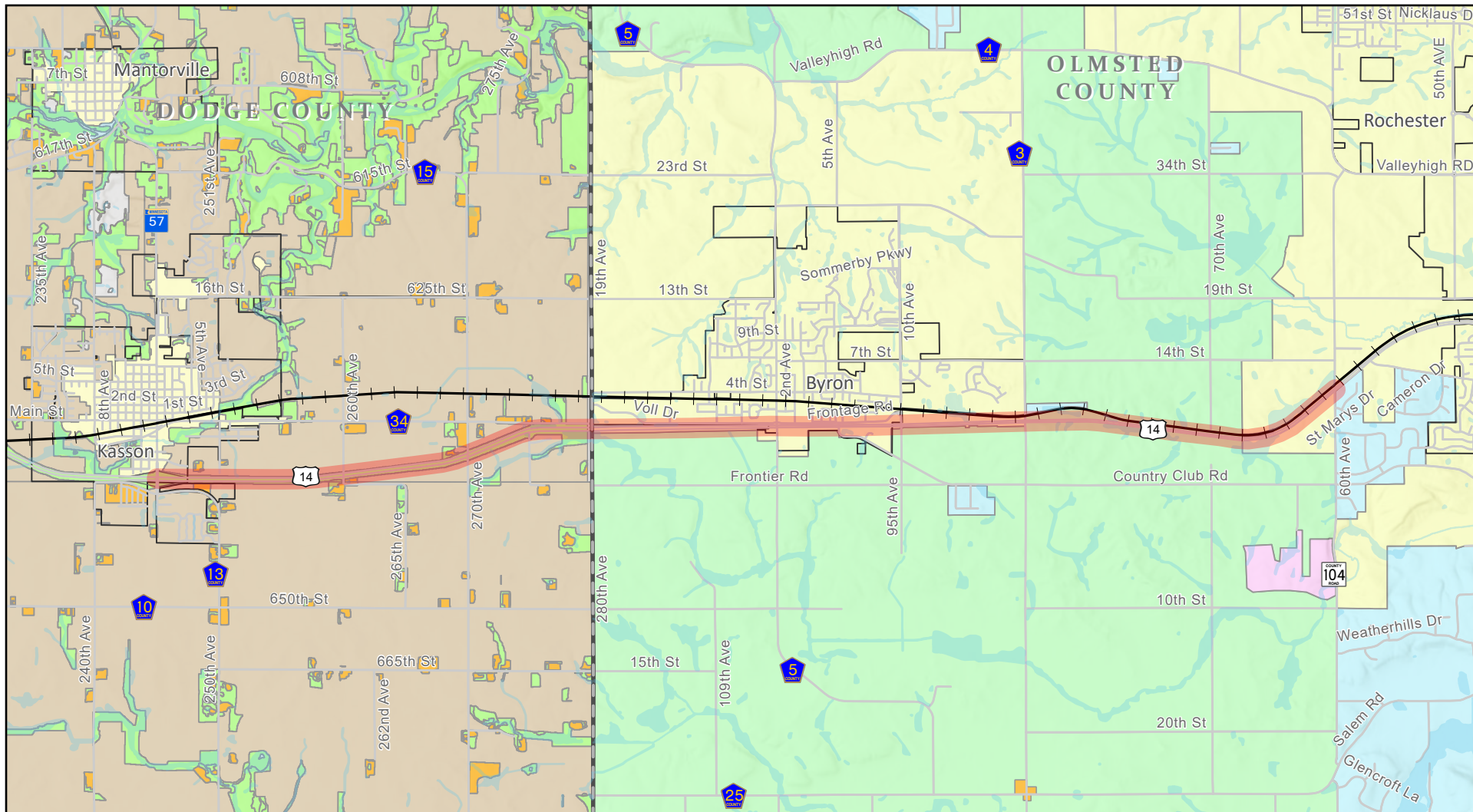
Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community



Crashes 2009-2019*

US 14 Corridor Analysis and Design Concepts





Dodge County Land Use

- Cultivated Land
- Grass, Forest, and Shrubs
- Mining
- Rural Mixed Use
- Urban and Industrial

Olmsted County Land Use

- Potential Suburban
- Resource Protection
- Rural Mixed Use
- Suburban Development
- Suburban Mixed Use
- Urban Service Area

- US 14 Corridor
- County Boundaries
- Municipal Boundaries

Existing Land Use

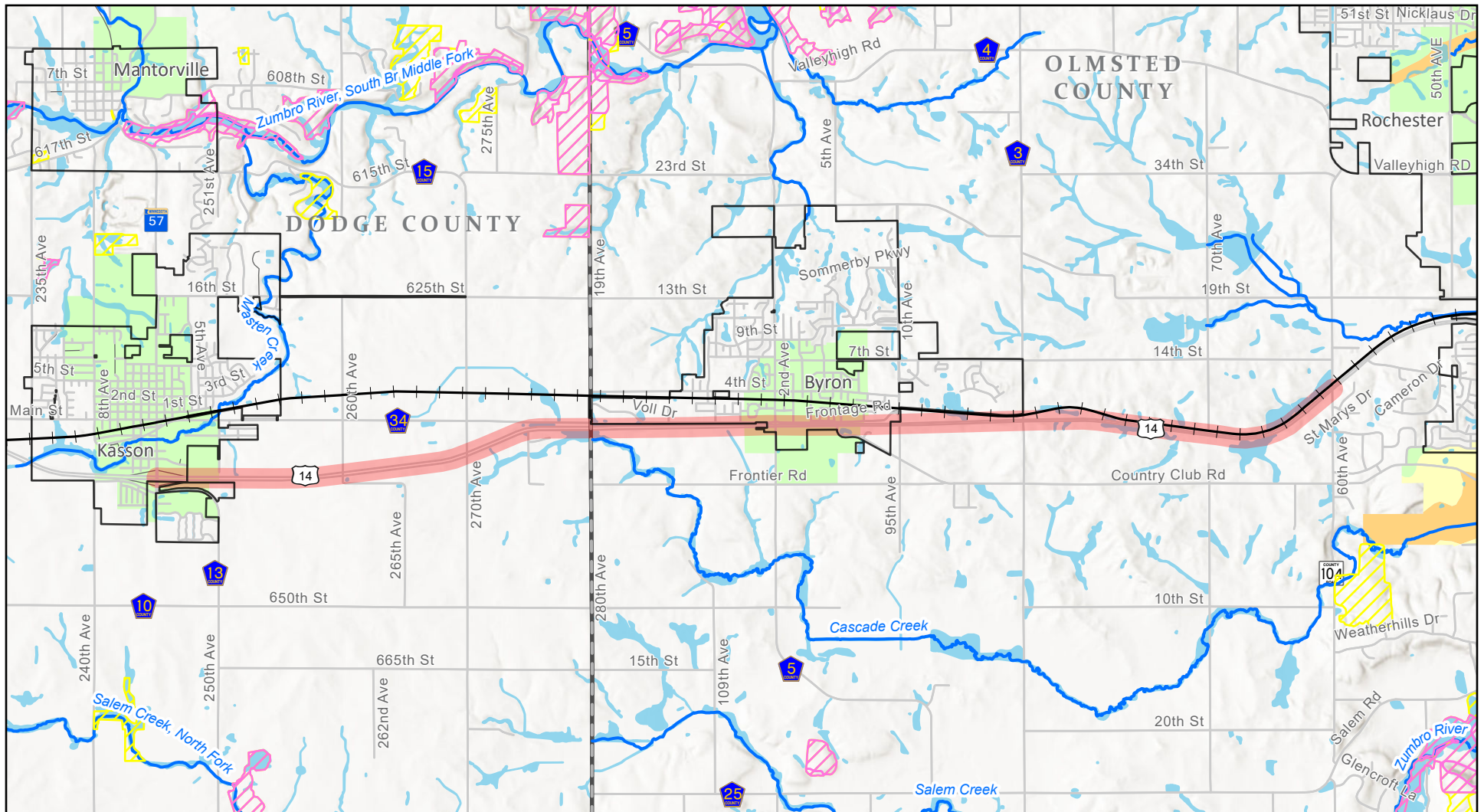


0 1 2 Miles

Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

US 14 Corridor Analysis and Design Concepts





Legend

- US 14 Corridor
- County Boundaries
- Municipal Boundaries
- Railroad

* Drinking Water Supply Management Area

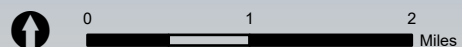
DWSMA* Vulnerability

- Very High
- High
- Moderate
- Low
- Very Low

- Native Plant Communities
- MN County Biological Survey (MCBS) Biodiversity Sites
- DNR Public Watercourses
- National Wetland Inventory

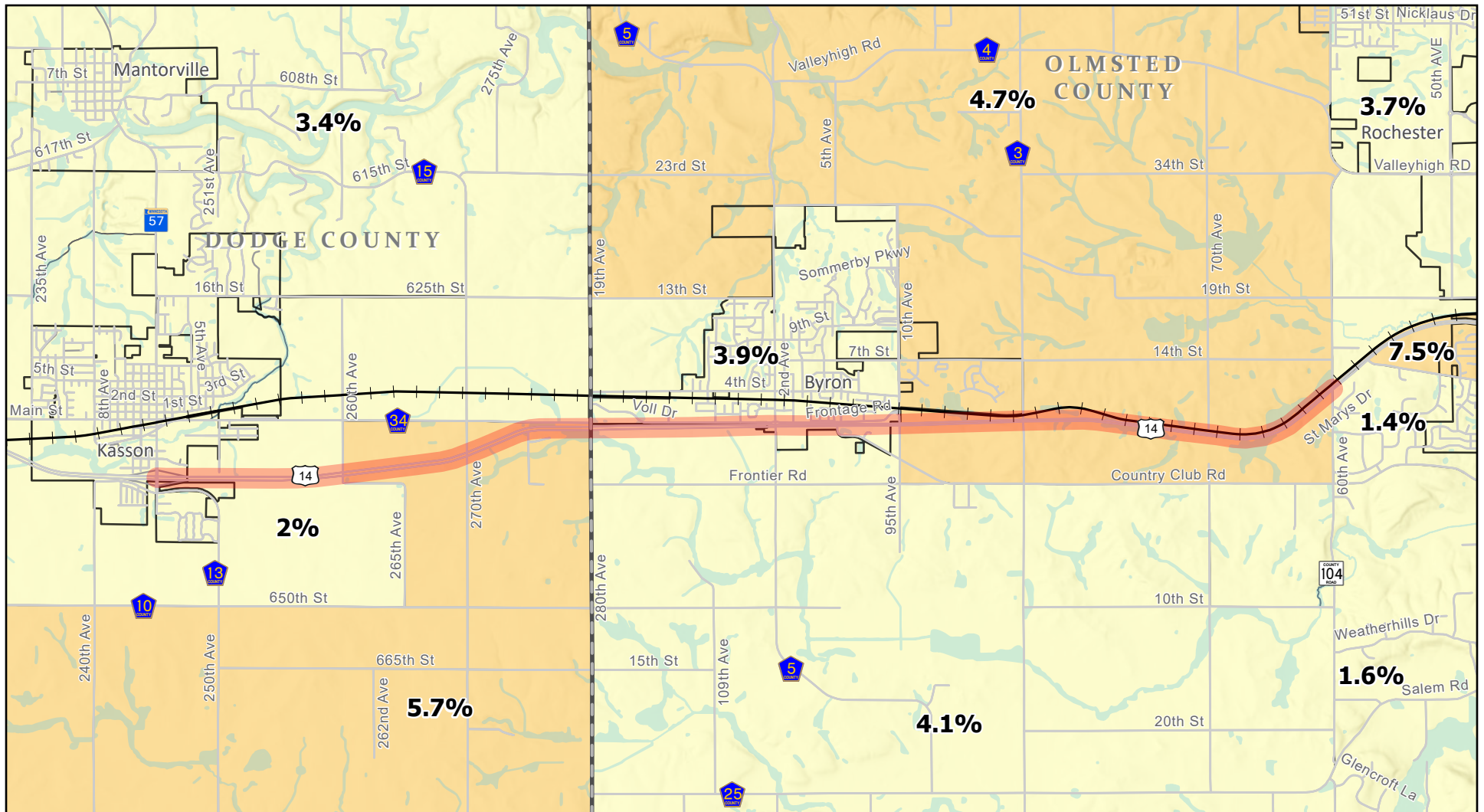
Natural, Historical, and Cultural Resources

US 14 Corridor Analysis and Design Concepts



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community





Legend

- US 14 Corridor
- County Boundaries
- Municipal Boundaries

* Percentage of People Whose Income in the Past 12 Months is Below the Poverty Level

Percent Below Poverty*

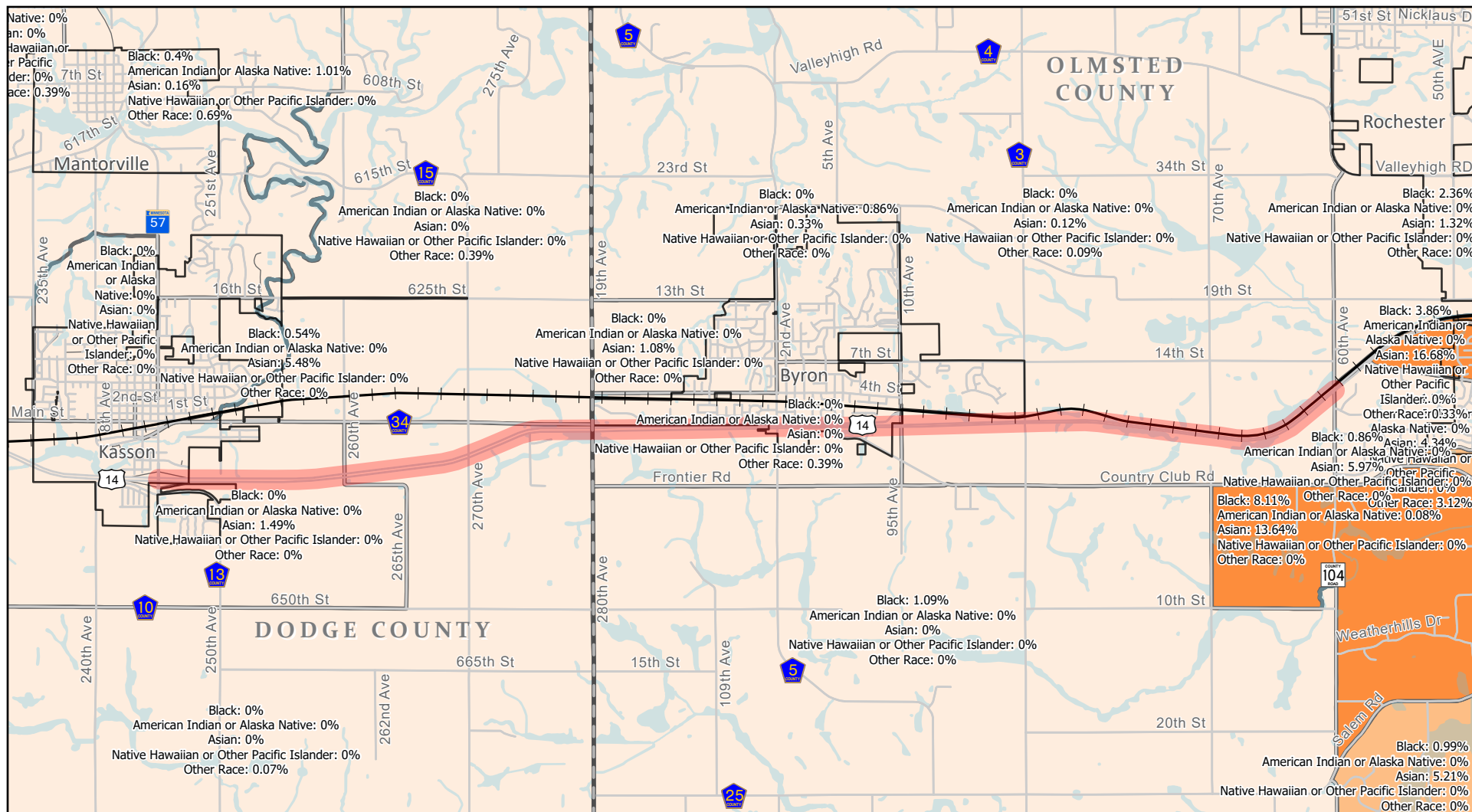
- ≤ 4.1
- ≤ 7.5
- ≤ 20.3
- ≤ 40.4



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

US 14 Corridor Analysis and Design Concepts



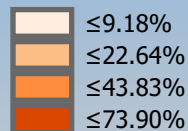


Legend

- US 14 Corridor
- County Boundaries
- Municipal Boundaries

* Percent of Population Whose Race is Not "White Only"

Percent Non-White



Non-White Population

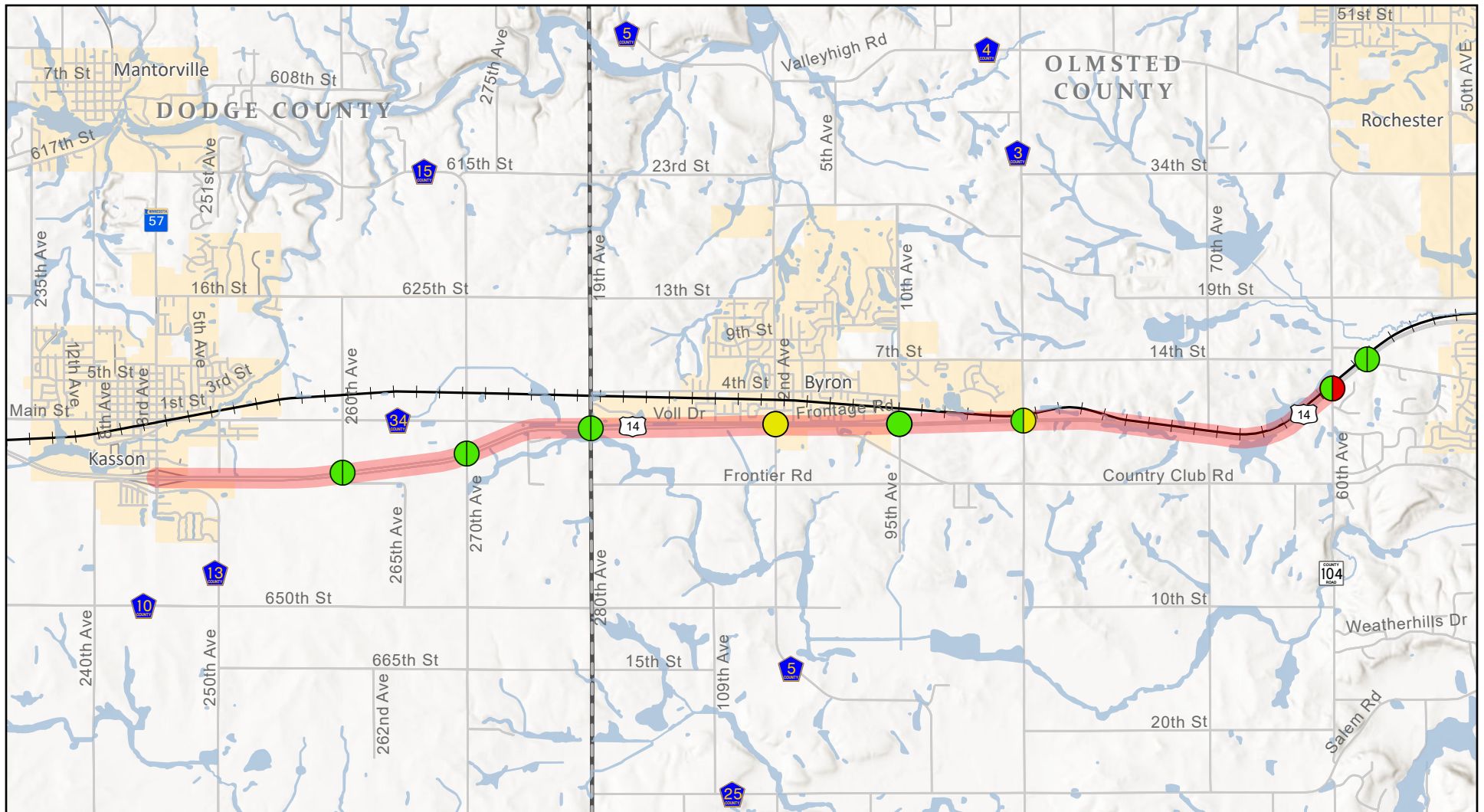


Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

US 14 Corridor Analysis and Design Concepts



Existing Traffic Operations



Legend

- US 14 Analysis Limits
- County Boundaries
- Municipal Boundaries

- Acceptable Operations
- Approaching Capacity
- Over Capacity

Overall Intersection Worst Movement

Existing P.M. Intersection Operations

Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community



US 14 Corridor Analysis and Design Concepts



July 8, 2019

Ms. Theresa Coleman
City Administrator
401 5th Street SE
Kasson, MN 55944

RE: Dodge County Fair Grounds
Kasson, MN
PLC Engineering Proposal No. P190S1

Ms. Coleman,

PLC Engineering, P.A. is pleased to present this proposal to provide electrical engineering services for the conversion of a segment of 12.47 KV overhead electric distribution line to underground

I. PROJECT OBJECTIVE

- A. Construction of a new 12.47 KV segment of three phase mainline underground electric line. The distribution line segment will be running north south and occupy the same corridor as the existing overhead line segment
- B. Construction of a new 7.2 KV primary metered underground line segment to serve the existing primary metered fairground loads.
- C. Remove the existing 12.47 KV three phase overhead line conductors while leaving the poles for fairground use.

II. PROJECT SCOPE OF ENGINEERING SERVICES

- A. Site investigation for existing electric facilities configuration.
- B. Recommendations on underground line conductor size in order to minimize rating reduction resulting from converting this segment of line to underground.
- C. Plan view plan set for the conversion showing locations of major work locations
- D. Staking sheets which identify major construction activities at each location with the assumption that MMUA Construction Standards will be used.
- E. List of major material required at each work locations.
- F. Pole loading analysis for any new poles required to be installed as part of this project.

- G. Engineering estimate of material costs and labor associated with the conversion.
- H. Design services include design documents for owner use for bidding, permitting and construction.
- I. Construction phase services to include staking major work locations one time prior to the start of construction and responding to information requests from Kasson Electric Department and up to 2 additional onsite visits during construction.

III. CLARIFICATIONS

- A. PLC Engineering is not providing any easement related services as part of our engineering services.
- B. PLC Engineering is assuming that the Kasson Electric Department will perform most of the work with the directional boring and excavation work being performed by a local contractor that Kasson has an existing relationship with. If PLC Engineering needs to provide bid documents and technical specifications, then additional fees will be required.
- C. On-site design review meetings with owner will be limited to three or less.
- D. Owner questions and contractor requests for information will be answered as expeditiously as possible as determined by the engineer.

IV. SCHEDULE

- A. Upon acceptance of this Proposal, PLC Engineering will start work immediately.
- B. Preliminary construction documents will take approximately 6 weeks.

V. COST

The fee for the above services is an hourly-not-to-exceed fee of \$10,000, billed at our standard 2019 rates (see attached). Reimbursable expenses are included in the above fee. The following items are considered scope changes if added to the project and require additional compensation, as follows:

Other additional services not included in the scope above will be billed at our standard 2019 rates.

VI. TERMS AND CONDITIONS

We will invoice you on a monthly basis for work completed during the previous month. Terms and conditions shall be in accordance with PLC Engineering, P.A.'s existing professional services contract with the City of Kasson.

We appreciate your consideration of PLC Engineering and look forward to the opportunity to assist you on this project. Please sign both copies of this proposal and return one signed copy to

us. If you have any questions regarding this proposal, please feel free to call Steven Cook at (507) 696-3993.

Respectfully,

Steven Cook, P.E.
PLC Engineering, P.A.

Theresa Coleman
City Administrator
City of Kasson, MN

Attachments: PLC Standard Terms and Conditions, 2019 Rate Sheet, Exhibit depicting project area.

CC: file

2019 FEE SCHEDULE

Employee Billing Rates

Principal Engineer	\$ 175.00
Project Engineer	\$ 125.00
Drafting/Designer	\$ 75.00

Reimbursable Expenses

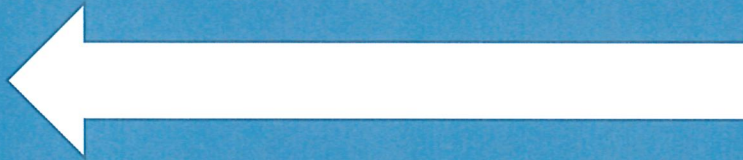
Mileage	\$0.58 per mile
Other Reimbursable Expenses	Cost plus 15%

These rates are not applicable to expert witness testimony and preparation time, including depositions. Please contact PLC Engineering, Inc. for information on these services.

Rates effective January 1, 2019, and are subject to periodic review and adjustment.

Rolling Hills

Transit





WHKS & Co.

Bid Date: July 9, 2019 @ 11:00 a.m.

WHKS #8104.19

2019 Pavement Maintenance Kasson, MN				Swenke Ims Contracting, LLC 103-1/2 W. Main Street Kasson, MN 55944		Rochester Sand & Gravel 4105 East River Road NE Rochester, MN 55906	
Line	Item Description	QUANTITY		UNIT	TOTAL	UNIT	TOTAL
1	Mobilization	1	LS	\$5,350.00	\$5,350.00	\$16,882.00	\$16,882.00
2	Full Depth Reclamation	3870	SY	\$4.50	\$17,415.00	\$3.90	\$15,093.00
3	Subgrade Correction (CV)	427	CY	\$45.50	\$19,428.50	\$30.00	\$12,810.00
4	Wearing Course Mixture SPWEB230B	990	TONS	\$79.50	\$78,705.00	\$76.50	\$75,735.00
5	Remove & Replace Curb & Gutter - B624	206	LF	\$55.00	\$11,330.00	\$53.00	\$10,918.00
6	Remove & Replace Curb & Gutter - Drive Over	67	LF	\$55.00	\$3,685.00	\$53.00	\$3,551.00
7	Remove & Replace Concrete Driveway Pavement (6")	33	SY	\$165.00	\$5,445.00	\$99.00	\$3,267.00
8	Adjust Gate Valve Box	7	EACH	\$400.00	\$2,800.00	\$350.00	\$2,450.00
9	Adjust Manhole - with I&I Barrier (Sanitary)	5	EACH	\$1,000.00	\$5,000.00	\$1,200.00	\$6,000.00
10	Adjust Manhole - (Storm)	1	EACH	\$750.00	\$750.00	\$950.00	\$950.00
11	Adjust Catch Basin	6	EACH	\$400.00	\$2,400.00	\$750.00	\$4,500.00
12	Strom Drain Inlet Protection	1	LS	\$500.00	\$500.00	\$1,800.00	\$1,800.00
13	Turf Restoration	1	LS	\$1,200.00	\$1,200.00	\$2,500.00	\$2,500.00
14	Traffic Control	1	LS	\$3,500.00	\$3,500.00	\$2,500.00	\$2,500.00
	Total				\$157,508.50		\$158,956.00



CITY OF KASSON
RESOLUTION #X-X

A RESOLUTION AWARDING AND APPROVING
2019 PAVEMENT MAINTENANCE BID

WHEREAS, the City Council of the City of Kasson solicited, received and opened quotes for 2019 Pavement Maintenance on July 9, 2018; and,

WHEREAS, quotes received by the City of Kasson must be acted upon within 30 days of opening; and,

WHEREAS, the quotes received for the project are favorable.

<i>Engineering Estimate</i>	<i>\$ 145,000.00</i>
Swenke Ims Contracting, LLC	\$ 157,508.50
Rochester Sand & Gravel	\$ 158,956.00

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kasson that the low quote submitted by Swenke Ims Contracting, LLC in the amount of \$157,508.50 for 2019 Pavement Maintenance is hereby approved.

Adopted by the Kasson City Council this 24th day of July, 2019.

Mayor Chris McKern

ATTEST:

Linda Rappe, City Clerk

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: _____

MEMORANDUM

TO: City Council and Mayor

FROM: Brandon Theobald, P.E.

DATE: July 17, 2019

RE: Sanitary Sewer Backup Strategies

This memorandum serves as a summary of the strategies that we have identified to help reduce the frequency of the sanitary sewer backups that the City has been experiencing. These techniques have been proven successful in other communities and are items that we feel would be a benefit for the City to consider.

The City's approach to reduce backups is generally recommended to involve an Inflow and Infiltration (I/I) reduction strategy. Inflow and infiltration is clear water such as rainwater or groundwater entering the sewer system during wet weather. The approach should be to maximize cost effectiveness of removing I/I from the sanitary sewer. The graph below represents the general cost effectiveness of I/I reduction.



Each strategy item that follows includes a short description and an estimated budget cost to complete each task. Please note that some of the action items will identify potential improvements and future capital costs. These improvements will require additional investment to the City's public infrastructure.

Sump Pump and Sewer Service Lateral Inspection Program

This program includes a City wide comprehensive sump pump inspection and sewer service lateral televising of each individual property. The goal of the program is to identify improper connections such as sump pumps and footing drains to the sanitary sewer. These connections contribute to I/I which contribute to the backups. Any deficiencies identified would be the homeowner's responsibility to correct.

Budget Amount - \$300,000 - \$350,000

Additional direct costs to homeowners for installation

Smoke Testing of Sanitary Sewer

This program consists of smoke testing of the sanitary sewer collection system to identify areas where clear water is entering the collection system. The smoke testing approach is usually reviewed and refined with City Staff. We prepare public notices to inform the area residents of the smoke testing activities. Notices generally include periodic newspaper notices, cable TV channel notices and use of the City's website, if applicable, to keep residents informed of the smoke testing activities. The smoke testing team usually consists of two (2) WHKS personnel and two (2) City staff members, though this number can be modified to reduce cost. We prepare a summary report at the completion of the fieldwork to document the smoke testing results.

The smoke testing effort includes approximately 170,000 feet of sanitary sewer. We anticipate that approximately 200 smoke candles will be required.

Budget Amount - \$30,000 to \$35,000

Additional Funding Required to repair deficiencies found during testing

Manhole Inspection and Inventory Program

This program consists of conducting a manhole inspection program to identify deficiencies in the sanitary sewer manholes which need correction and contribute to Inflow and Infiltration (I&I). All sanitary manholes located within the City are inspected from the street surface. Manhole entry is typically not included. Each manhole is opened and inspected to document any defects in the manhole casting, barrel sections, base, and pipe connections. Invert elevations are measured for all pipes in the manhole. The lid and interior of the structure are also digitally photographed. GPS coordinates for each manhole to sub meter accuracy are recorded. All observations of manhole condition and leakage are recorded in an Access database suitable for use with Geographic Information System (GIS) software. At the completion of the fieldwork, we prepare a summary to document manhole observation results.

Budget Amounts

\$20,000 to \$25,000 – Trunk-line/Flood-Prone Manholes

\$30,000 to \$35,000 - All Remaining Manholes

\$50,000 to \$60,000

Televising of Public Sanitary Sewer Mains

This program consists of visually inspecting the inside of the sanitary sewers by means of closed-circuit televising. The televising will identify pipe defects or cross connections that contribute to infiltration and inflow in the system. This work is competitively bid to a televising contractor. We will coordinate and prepare the scope of work, methodology, progress reporting, and televising results with the televising contractor. At the completion of the televising work, written reports and videos are prepared to document the results of the televising work. Typical recommendations include cleaning, lining, and/or pipe replacement. The budget is based on televising approximately 170,000 feet of sanitary sewer with light cleaning, heavy cleaning in approximately 20% of the sewer system, and root cutting in approximately 20% of the sewer system. Unit prices for estimating are \$1.10/L.F. for televising and light cleaning, \$1.50/L.F. for heavy cleaning, and \$0.75/L.F. for root cutting:

Budget Amount - \$275,000 to \$300,000

Additional funding required to repair deficiencies found during inspection

Repair Damaged Manhole and Remove Trees along Masten Creek

The recent rainfall event eroded Masten Creek near a sanitary sewer trunkline manhole which knocked off the manhole casting and deposited large trees near the railroad bridge. This allowed the creek water to drain directly into the sanitary sewer trunkline and poses a threat for future damage if not immediately corrected. The manhole casting should be replaced, the trees removed, and rip-rap installed around the manhole.

Budget Amount - \$15,000 to \$25,000

Develop Sanitary Sewer Bypass Pumping Plan

The bypass pumping plan would develop a protocol and identify equipment needs that will help increase the effectiveness of bypass pumping of the sanitary sewer into surface waters. The plan will include possible monitoring locations and water levels to determine when the City will begin sanitary sewer bypassing to reduce the risk and number of home backups.

Budget Amount - \$5,000 to \$10,000

Additional Funding Required for Equipment Needs

Sanitary Sewer Backflow Preventer Program

The program will review the benefits and effectiveness of backflow preventers to reduce backups to properties that are at a high risk of sanitary sewer backups. The program will include a discussion of a City led petition and waiver program for the installation.

Budget Amount - \$5,000 to \$10,000

Addition direct costs to homeowners for installation

Develop Public Education Documents

The effort will develop educational documents geared to the citizens regarding flooding, backups, bypass pumping, backflow preventers, city infrastructure, homeowner involvement, ect. These documents will be available on the City web site and social media.

Budget Amount - \$5,000 to \$10,000

Feasibility Report and Modeling for Sanitary Sewer Trunkline Upsizing

This item includes the possible upside of the trunkline along Masten Creek. The upsizing would reduce the risk of backups and allow for future development within the City. The feasibility report would include modeling to determine the need for the upsizing

Budget Amount - \$10,000 to \$30,000

Additional Funding Required for Capital Improvements

Montevideo *Minnesota*

Position: City Manager

Location: City of Montevideo, Minnesota

Population: 5,308

Salary Range: \$95,000 to \$115,223



The Community

Home to approximately 5,308 residents, the City of Montevideo, Minnesota, is a city located in Chippewa County in a double river valley where the Minnesota and Chippewa Rivers converge. The City is positioned approximately 140 miles west of Minneapolis and offers a wide range of housing options, a strong local and regional workforce, and an excellent school system with a 97% graduation rate. Montevideo was named an All-America City in 2004 and was a finalist for the award in 2001 and 2003. The City is proud of its Sister City relationship with Montevideo, Uruguay, and shared community celebration (Fiesta Days) in June.

Montevideo has a rich and colorful history, from that of the Indigenous Peoples to the first European settlers. The historic downtown is well-preserved with many sites keeping their outer facades intact. Montevideo is quintessentially American. It's a melting pot of ethnic groups who have come together to create the distinctly American vision of the City.

Montevideo, Minnesota, is a great place to live, work, and grow.

Education

Public education in the City of Montevideo is offered by the Montevideo Public Schools. Home to approximately 1,415 students, the District is comprised of four schools: Sanford Education Center houses Kindergarten and many other preschool programs.

Approximately 145 students are housed at the Center. Ramsey Elementary School is home to approximately 343 students in grades 1-3. At this facility, parents can choose to have their students learn in a traditional option, a looping (multi-year) option, or a multi-age option. Montevideo Middle School has a student body of approximately 450 students in grades 4-7 and approximately 35 licensed teachers. Home to approximately 489 students in grades 8-12, Montevideo High School offers over 120 semester courses in 12 curriculum areas that prepare students for college/university, training/technical school, a career/job, or the military.

There is also a special education school that will be opening in the City soon which will be hiring up to 30 special needs education professionals.



Healthcare



The Chippewa County– Montevideo Hospital (CCMH) is a unified medical services provider located in Montevideo, Minnesota. It is a growing medical center that provides a broad range of services including Primary Care, General Surgery, Orthopedics, Podiatry, Obstetrics/Gynecology, Audiology, ENT,

Dermatology, Cardiology, Behavioral Health, and much more. In addition, CCMH makes access to specialty care providers available from highly recognized medical centers throughout Minnesota and South Dakota. With satellite clinics in Clara City, Milan, and Clarkfield, CCMH provides its customers with comprehensive healthcare.

Montevideo is also fortunate to be home to the Montevideo Community Based Outpatient Clinic. The Clinic provides primary care services for Veterans in the community. Along with primary care, some of the other services they provide include mental health services, laboratory services, chronic disease management, and much more.

Economic Vitality

Montevideo is fortunate to have a number of large and small industry businesses that provide a range of services including Avicenna Technology, Inc., Big Valley Milling, Inc., Chandler Industries, Jennie-O Turkey Store, Montevideo Technology, Inc., Walmart, and many more.

Parks and Recreation

There is no shortage of outdoor fun in the City of Montevideo. Folks can find fun on the water in Montevideo as the Minnesota River and the Chippewa River wind through the City. The Chippewa River boasts newly created rapids that offer floating fun and is one of the few canoeable rivers in southwestern Minnesota. You can also enjoy fun on the banks of the rivers exploring the natural wonders.

Montevideo, the “City of Parks”, is home to twelve parks that cover more than 115 acres. Nine parks are neighborhood parks and are situated throughout residential areas. Three other city parks are



located along the Chippewa River– Smith Park, Lagoon Park, and Wildwood Park. Smith Park is the premier picnicking and gathering location. The park is home to three 1930 log shelter buildings, playground equipment, and volleyball and horseshoe courts. Lagoon Park is home to ten campsites, and Wildwood Park provides ideal hiking on trails that wind along the Chippewa River. Montevideo’s newest park, Windom Park Recreation Area, is a 25-acre city park that features four tennis courts, a baseball field,



a sand volleyball court, a basketball court, playground equipment, a picnic shelter, and a walking path. The park is also home to the City’s outdoor swimming pool complex that boasts a 151’ long waterslide, a wading pool, a concession area, and a patio.

Residents and visitors of Montevideo have access to a number of different golf game options. The Crossings at Montevideo is a scenic, fun golf course that features an 18-hole course as well as an excellent dining experience. Another type of golf, disc golf, can be found at Chinhinta Park and the newly set up course at Lagoon Park. Both of these courses feature 9-holes. The Lagoon Park course winds along the river and was donated to the City by the Masonic Lodge of Montevideo. For mini golf fun, visit Medieval Madness which offers a dark ages inspired mini golf course and a go kart track.

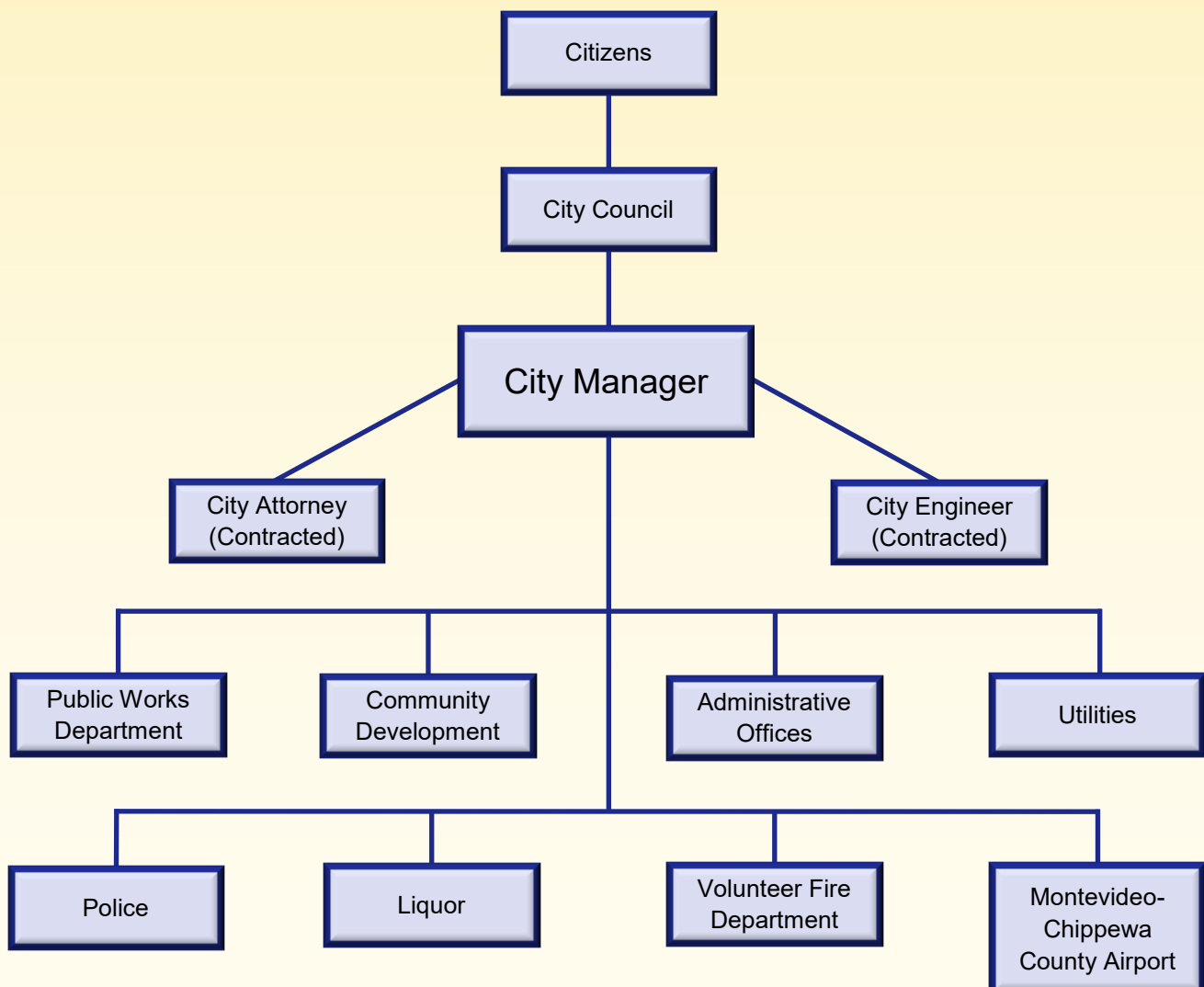


The Organization

The City Council is responsible for the overall policy and administrative direction of the city government. The five members of the City Council are elected on an “at large” basis and serve four-year terms. A Council President is selected from among the members of the Council and serves for a two-year period. The Mayor is also elected on an “at large” basis and serves a two-year term. The Mayor does not vote but acts as a ceremonial head of the City. Currently, there is a fairly new City Council who work well together and treat each other and the staff with respect.

The staff members of the City of Montevideo are second to none. They are knowledgeable, positive, energetic, open, and personable employees who are excited to go to work. The New City Manager will have the ability to hit the ground running because the department heads and staff know their roles. Retention of the City staff has been incredible, with the exception of the Police Department. The City provides a good benefit package for its employees.

Organizational Structure



Budget Information

	2018	2019
General	4,333,900	4,416,125
Airport	803,225	683,200
C.D. Revolving Loan	15,250	14,975
CDBG 1978	0	300
Public Safety Admin Fees	2,000	2,000
Municipal Swimming Pool	152,050	112,600
Business/Commercial Dev. Grant	7,800	4,200
Small Cities Grant Fund	150,000	0
Cemetery Perpetual Care Fund	4,000	4,200
CVB Fund	32,300	36,300
Housing Assistance Fund	750	1,000
Economic Development	2,950	3,450
EDA– Administration Fund	65,130	65,630
EDA– Community Revitalization Fund	1,000	1,000
Carnegie Library	2,000	2,000
Dawson Legacy	750	800
Downtown Revitalization Debt	83,400	80,800
S.A. Debt	829,150	698,300
2014 CIP Bond Debt Service	209,400	213,500
Cap. Equip. & Facilities	5,290,500	397,900
Sidewalk Replace. Prog.	1,250	850
TIF– Post Office	25,000	25,000
S.A. Construction	720,000	500,000
Liquor	2,284,200	2,218,200
P.U.Fund– Water/Sewer	2,584,200	2,604,400
Refuse	718,000	728,000
Building Inspection	135,150	137,700
EDA– Montevideo Learning Center	35,000	388,500
EDA– Housing	191,500	191,500
Total Expenditures	18,679,855	13,532,430

City Manager Core Duties

- ◆ Attends council meetings and presets information and recommendations deemed necessary or as requested by members of the Council. Prepares the agenda for Council; supervises and participates in the development of supporting information.
- ◆ Sees that all laws, provisions of the City Charter, and acts of the Council, subject to enforcement, are faithfully executed.
- ◆ Prepares and recommends adoption of ordinances and resolutions as may be deemed necessary for the welfare of the people and the efficient administration of the affairs of the City.
- ◆ Serves as lead Human Resource Manager: develops and implements administrative policies and guidelines in cooperation with the City Council; advises department heads and other employees as to administrative procedures and policies; issues and/or recommends disciplinary action as outlined in administrative procedures and policies; conducts all appropriate reporting to appropriate state and federal agencies; evaluates performance and results in accordance with overall City objectives and makes appropriate recommendations.
- ◆ Keeps informed about issues and represents the Mayor and City Council in regard to local, state, and federal activities of concern to the community.
- ◆ Provides organizational leadership and promotes the organizational values.
- ◆ Ensures accountability throughout the City organization.
- ◆ Supervises and participates in the development of the annual budget and Capital Improvement Program and Street Improvement Plan, prepares supporting information and presents to City Council. Oversees other financial issues including, but not limited to, bonding, TIF, grant writing, and management, etc.
- ◆ Oversees and approves budget appropriations and major purchases pursuant to State Statute and the City's purchasing policy.
- ◆ Works with the Mayor, on behalf of the City, to execute and sign all contracts, bonds, and instruments of any kind to which the City is a party.
- ◆ Advises the City Council as to the financial status and needs of City government; supervises and participates in projecting needs for funding and investment.
- ◆ Administers personnel matters; makes pay changes within established policy and pay ranges. Determines staffing needs, develops talent pool, hires employees based on budgeted positions, and terminates/disciplines employees as deemed necessary.
- ◆ Communicates orally, and in writing, with residents, employees, general public, civic groups, and other stakeholders to inform, resolve concerns, respond to sensitive inquiries or problems, and answer questions.
- ◆ Serves as ex-officio and participates in other various boards and commissions as assigned including Airport Administration; prepares agenda and supporting information as necessary.
- ◆ Serves as the City's public information representative; responds to data requests; confers with the media and other organizations.

City Manager Core Duties— Cont'd

- ◆ Promotes cooperative and collaborative working relationships with civic organizations, other governmental agencies, and City staff.
- ◆ Serves as the City's Flood Plain Manager.
- ◆ Requires knowledge of complex public policy issues, intergovernmental relations, federal, state, regional, and local jurisdictional partnerships.
- ◆ Requires knowledge of municipal financial management and fiscal policies.
- ◆ Requires knowledge of principles and practices of human resource practices, collective bargaining, and labor contract administration.
- ◆ Performs other duties and assumes other responsibilities as required or as delegated by the City Council, prescribed by the Minnesota Statutes, or as required by ordinance or resolution adopted by the City Council.

Desired Manager Attributes

- ◆ A proven, positive leader with a track record for community engagement and talent recruitment.
- ◆ Ample financial and human resource management skills.
- ◆ Excellent relationship building through positive and tactful communication skills.
- ◆ Confident decision maker with broad shoulders and willing to take criticism; honest and humble.
- ◆ A passion for economic development, housing, and business development and retention.
- ◆ Curious, asks questions, and does not settle for status quo.
- ◆ Open-minded, listens to others, admits to making mistakes, and moves forward.
- ◆ Critical, forward thinking skillset.
- ◆ Enjoys the research process and has the ability to objectively convey options to the Council in which to facilitate their decision making process.
- ◆ A go-getter attitude: excited to make a difference, willing to take risks, and take on challenges.
- ◆ Knowledgeable about union negotiations.
- ◆ Has the ability to impart trust in staff and department heads. Employs an open-door policy.
- ◆ Inclusive in the budget process and long range planning.
- ◆ Approachable and demonstrated collaborator to build relationships within organization, community, area organizations, agencies, schools, and partners.
- ◆ A people person, ambassador for the organization, and an active member of the community.
- ◆ Familiar with and comfortable in a rural and diverse community.

Manager Goals & Priorities

- ◆ Lead the charge to regain the City's stance as a prosperous hub for the County and the area.
- ◆ Enthusiastically lead the City in its efforts toward measured and planned growth.
- ◆ Lead the community through change as population and demographics transform.
- ◆ Support efforts to increase affordable housing and daycare initiatives. A housing study was recently completed, and the City desires a trailblazer to lead them through the next steps including expanding infrastructure for a variety of lifestyle housing. A City/County daycare commission, made up of area partners and creative thinkers, are moving forward and need a City Manager to lead the charge.
- ◆ Drive the train and elicit community awareness about the City's designation as a federal Opportunity Zone. Rally behind and re-engage the City's efforts in economic development.
- ◆ Become an outgoing member of the community to create a sense of approachability and a face for the organization. Employ various communication tools to reach all sectors of the community.
- ◆ Develop a broader engagement strategy to involve the community in strategic planning, setting goals, and developing City's vision and mission.
- ◆ Continue building a strong relationship with the school district. Represent the City in the upcoming school referendum. Develop relationships with area colleges to serve as feeders for local industry talent.
- ◆ Bolster a charge to reinvigorate a base of local leadership in all areas of the community.
- ◆ Examine the City's organization, determine staffing needs, and develop the talent pool via an engaged succession planning process.
- ◆ Conduct team building within the organization.
- ◆ Continue the City's long-standing positive union negotiations.
- ◆ Examine the City's CIP and funding to plan for a new Public Works Building, radio-read water meters, and IT improvements in all departments. Seek alternate funding options including grant opportunities.
- ◆ Re-invigorate City Commission groups, determine frequency of meetings, and develop purposeful agendas.
- ◆ Review and update City policies and procedures.
- ◆ Re-engage the City's efforts and enforcement of its nuisance ordinance. Develop a long-term plan with funding and tools to maintain a continued investment in neighborhood homes, downtown, and private businesses.
- ◆ Engage in coordinated community wellness initiatives with the hospital, County, City, public health, and schools.
- ◆ Take part in the airport master planning process to add hangars and research various funding options and other improvements.

Position Announcement

City Manager: City of Montevideo, Minnesota

Salary Range: \$95,000 to \$115,223

General Duties

The City Manager is the Chief Administrative Officer of the City and provides overall management, administrative assistance, and coordination to all City programs and services. The Manager provides assistance and support to the Council and translates the legislative policy and direction of the Council into daily and long-term action.

The full position profile is available at <https://www.ddahumanresources.com/active-searches>.



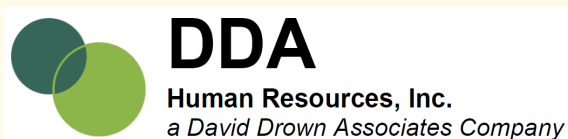
Minimum Qualifications

A bachelor's degree in Public or Business Administration, Finance, Economic Development, Urban or Regional Studies, or a closely related field, and five or more years of progressively responsible experience in municipal government as a City Manager/Administrator, department manager, or similar.

Apply

Visit <https://daviddrown.hiringplatform.com/27103-montevideo-city-manager/71250-application-form/en>, and complete the process by April 16, 2019. Finalists will be selected by the City Council on May 6, 2019, and final interviews will take place on May 30 & 31, 2019.

Please direct questions to Liza Donabauer at liza@daviddrown.com or 612-920-3320 x111.



DDA Human Resources, Inc.
St. Bonifacius Office
4796 Merganser Drive
St. Bonifacius, MN 55375
Phone: 612-920-3320 x111
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liza@daviddrown.com
www.ddahumanresources.com

July 17, 2019

Sent via email only

Mayor and Council Members
City of Kasson
401 5th Street SE
Kasson, MN 55944

Dear Mayor McKern and Members of the Council,

Thank you for the opportunity to submit a proposal to assist the City of Kasson with the search for your next City Administrator. Our firm has extensive experience with local governments, and we thoroughly understand the complexities faced by City Councils in Minnesota.

The attached proposal includes several elements that set us apart in our approach to providing this service. Highlights include:

- **Knowledge:** Our firm comprehensively understands local government in Minnesota, and our consultants are former Administrators with significant experience. Due to our broad experience, we have better connections to potential candidates.
- **Communication:** We will be on site multiple times throughout the search process and will provide weekly email updates to the City Council throughout the process.
- **Brochure/Profile:** We develop a detailed, professional profile to present the City in the most positive manner. A sample is attached.
- **Experience:** DDA has conducted more Minnesota City Manager/Administrator searches in the last five years than any other firm, by a wide margin.
- **National and local outreach:** We advertise nationally, regionally, and locally to attract a greater pool of candidates.
- **Adherence to deadlines:** When a deadline is established, we will meet it.
- **Video Interview:** DDA uses video interviews in the screening process to get quality data that may not be apparent on resumes. These videos are made available to the Council prior to selecting candidates for final interviews.
- **Work Personality Index:** Prior to deciding on final candidates, the Council will also receive a personality index report on each person being considered for an interview.
- **Background check process:** Instead of doing a comprehensive background check on a single finalist, we do a comprehensive background and reference check on all finalists interviewed by the City Council. This is all included in the price.
- **Intellectual Profile:** Each finalist will complete an intellectual profile measuring verbal reasoning, mathematical and logical reasoning, and overall mental aptitude.
- **More service for the money:** Our rate is lower than our competitors, and our service is better. We all work in home offices and do not have a large corporate structure to support, meaning Kasson receives more service for the money.

I look forward to discussing our process with you. Thank you for your consideration.

Sincerely,



Liza Donabauer

DDA Human Resources, Inc.
Enclosures

DDA HUMAN RESOURCES, INC.



PROPOSAL FOR THE CITY OF KASSON

CITY ADMINISTRATOR SEARCH

JULY 17, 2019



CONTENTS OF THE PROPOSAL

♦ Description of the Firm	♦ Process Details
♦ Approach to the Process	♦ Fees
♦ Service Team	♦ Assurance
♦ Timeline	♦ References

DESCRIPTION OF THE FIRM

David Drown Associates (DDA) is a full-service consulting firm with more than 20 years working with local governments providing a full range of fiscal and economic development services, along with compensation and classification services and executive searches, to over 450 government clients throughout Minnesota. Over these years, we have gotten to know local government well, and we have worked hard to keep our services up-to-date to meet the ever-changing needs of our clients.

In 2013, we expanded our scope to provide human resources services — we started with executive recruitment and organizational studies and more recently added classification and compensation studies. Because of growth in our human resource service area, a new Human Resource affiliate company was created in 2017. DDA Human Resources Inc. currently employs seven individuals serving cities, counties, and special districts throughout Minnesota. The vast majority of our consultants are recent practitioners having served as Administrators or Human Resource Managers. In addition, the scope and breadth of experience levels we bring to this project is second to none.

We take great pride in providing the best service at a fair and equitable price. We think you will find that our small company is nimble, efficient, and personable. We know and understand local government, and that will always guide our work.

APPROACH TO THE PROCESS

Our approach to this search will be to focus on finding the best fit for the City of Kasson. This is accomplished, first and foremost, by listening to what you are saying, understanding your goals and objectives, and building the search process off of that foundation.

After gathering background information, we comprehensively advertise the position and make sure that the posting gets into the hands of prospective candidates. In some cases, those persons are not active job seekers, so we will make every effort to find those folks through direct outreach efforts. After the posting closes, an analysis of candidates will be completed so that, when the semifinalists are presented to the City Council, you will be confident that these people are the best matches from the submitted applications.

After the Council selects the finalists, these candidates will be fully researched, and all necessary hiring information will be available prior to the Council making a decision.

Communication with the City Council is a high priority. In addition to our Consultant Liza Donabauer being on site regularly, the City Council will receive weekly email updates, and she will always be available for questions.

SERVICE TEAM

Liza Donabauer

Liza is a Management Consultant and specializes in Executive Search services. Like all DDA HR consultants, she has a background in public administration at both the city and county level, most recently in Kansas and Minnesota. Liza worked in Wright County providing administrative support to the Commissioners, Coordinator, and Human Resources Dept. This path lead her into city management for Clearwater, Kansas, and Arlington, Minnesota. During her four years as City Administrator in Arlington, she completed a reorganization of the administration department, developed an orientation and capital planning process for two new Councils, conducted compensation studies for several departments, and engaged in a strategic planning session. She received her MBA with an emphasis in public administration from St. Scholastica.

Since joining DDA, Liza has conducted several Administrator searches, Pay Equity and Compensation and Classification Studies. Liza will be the lead consultant on this project.

“The commission especially appreciates the support of the Interim City Manager and City Council to engage DDA Human Resources as our external professional search firm. Liza Donabauer and her team provided invaluable guidance, process framework, facilitation, and innovative ideas for this search process which maximized stakeholder participation, citizen involvement, market access, and best practices from the field.”

-Scott Marquardt, Chair, Montevideo Police Civil Service Commission

Gary Weiers

Gary joined DDA in 2013 and has conducted over 65 executive searches and numerous organizational studies. Prior to joining DDA, Gary had over 20 years of county government management experience, the last 11 years as County Administrator in Rice County. Prior to becoming Administrator, Gary served as the Social Service Department Director in Rice County and worked as a Social Service Supervisor in Mower County and Sherburne County. Gary received his bachelor's degree from the University of St. Thomas and has honed his skills by working his way up from an entry level social worker position to be the head of a \$50 million organization with over 350 employees.

Gary has worked with local governments ranging in size from a couple thousand residents to communities of over 150,000 persons.

In addition to conducting executive searches, Gary has done work with communities on sharing services, organizational analysis, strategic planning, and other management related work.

Liz Foster

Liz is an Assistant Consultant that provides support and assistance within our Human Resources Division. Since joining DDA in 2015, Liz has been involved in numerous executive searches and other HR projects.

Some of Liz's duties include community research, creating position profiles, assembling interview materials for our clients, and providing general administrative support to our consultants.

TENTATIVE TIMELINE

This timeline is tentative. The final timeline will be set after the City Council's decision to proceed.

ITEM	TASK	COMPLETION DATE
Decision by City Council to proceed		July 24, 2019
Information gathering	<ul style="list-style-type: none"> ◆ Gather all pertinent background information ◆ Gather salary information and review job description ◆ Meet individually with each member of the City Council 	August 2, 2019
Professional profile	<ul style="list-style-type: none"> ◆ Develop position profile and advertisement 	August 14, 2019
Approve position profile	<ul style="list-style-type: none"> ◆ City Council approves profile, job description, salary range, and hiring process 	August 21, 2019
Candidate recruitment	<ul style="list-style-type: none"> ◆ Post position immediately upon approval of profile ◆ Comprehensively advertise ◆ Email and phone calls to prospective candidates 	August 22, 2019- September 19, 2019
Screening of applicants	DDA will review and rank applicants based on job related criteria and select semifinalists	September 20, 2019
Video Interview	Each semifinalist will complete a video interview	October 1, 2019
Personality Index	DDA will administer a work-related personality index to all semifinalists.	October 1, 2019
Selection of finalists	<ul style="list-style-type: none"> ◆ City Council selects finalists for interviews ◆ DDA will notify candidates not selected as finalists 	October 9, 2019
Background check of all finalists selected for interviews	<ul style="list-style-type: none"> ◆ Includes: <ul style="list-style-type: none"> • Criminal background: county, state, national • Sex offender registry • Social Security number verification • Employment and education verification • Credit Check 	October 23, 2019
Reference check on all finalists	DDA will conduct reference checks with current and former employers on all finalists	October 23, 2019
Intellectual profile	DDA will administer an intellectual profile measuring verbal reasoning, mathematical and logical reasoning, and overall mental aptitude	October 23, 2019
Finalist Packet	DDA will provide the Council information including: <ul style="list-style-type: none"> • Summary of references • Results of background checks • Personality index reports • Video interview • Resumes, etc. 	October 24, 2019
Interviews	DDA will prepare all interview materials and be present at all interviews and other functions. It is recommended that interviews be at a special meeting	October 31 & November 1, 2019
Decision	City Council will select candidate for offer	November 1, 2019
Offer and agreement	DDA will negotiate agreement with selected person	November 4, 2019
Projected start date	New Administrator begins	December 9, 2019
Follow up	DDA will follow up periodically with the new Administrator	December 2020

PROCESS DETAILS

Step 1: Information Gathering

DDA will gather and assemble background information pertaining to the City and position. In addition, Liza will meet individually with all Council members to discuss candidate attributes, experience, and other important qualifications. A group meeting with senior staff will also take place if requested. Others will be interviewed as per the direction of the City. At the same time, the job description will be reviewed and, if needed, we will gather relevant comparative salary information for consideration by the Council. We will quickly develop a comprehensive understanding of the organization, community, and position.

Step 2: Development of Position Profile

Based on the information received from the City Council and others, DDA will develop a professional position profile that is customized to present the City of Kasson in the most positive manner and provides prospective candidates with meaningful information. A draft will be presented to the City Council for consideration and approval prior to advertising. A sample profile is attached for your review.

Step 3: Advertisement and Recruitment

DDA will comprehensively advertise the position and make direct contact with possible candidates who are not active job seekers. Some of the places the position will be advertised include: League of Minnesota Cities, International City/County Management Association, Minnesota Association of City/County Managers, Association of Minnesota Counties, and municipal associations in Iowa, Wisconsin, North Dakota, and South Dakota. In addition, the posting will be shared with professional networks through Minnesota State University Mankato, Hamline University, St. Cloud State University, the University of Minnesota, and a number of other colleges. Other local advertising will be done as per direction from the City. Regular communication with candidates will occur throughout the process.

The simple DDA online application process will be used unless the City prefers to use an existing City methodology.

Step 4: Initial Screening and Review

DDA will complete a comprehensive analysis of every application received and determine approximately 10-12 semifinalists based on job related criteria. Each semifinalist will complete an information disclosure, a video interview, and a work related personality index. About one week prior to the selecting finalists for interviews, the information disclosure, video interview, personality index, cover letter, and resume from each of the 10-12 semifinalists will be made available to the Council for viewing. This will allow the Council ample time to comprehensively review candidates prior to determining who to bring in for the final interviews. After the Council selects finalists, those not selected as finalists will be notified by DDA.

Step 5: Selection

After the City Council selects finalists, DDA will complete comprehensive background screenings including criminal history, civil court history, verification of recent employment, verification of education, driver's license review, credit check, and other items. Along with background checking all finalists, DDA will check employment references on each person.

In addition, DDA will administer an intellectual profile measuring verbal reasoning, mathematical and logical reasoning, and overall mental aptitude.

About a week prior to the final interview process, the City Council will have access to each candidate's application materials, video interview, background check results, reference information, a work personality report, and an intellectual profile on each person.

Early in the search process, Liza will discuss interview possibilities including department head participation options and possibilities for community involvement through a meet and greet event, interview, or other functions.

Prior to interviews, Liza will prepare questions and then facilitate all interviews and other activities the City Council determines appropriate. Our goal is to make the process smooth and painless so the City Council can focus all its energy on finding the right person for the job.

Step 6: Offer

After interviews are complete, we will assist the City Council with deliberations and facilitate the offer to the selected candidate. We will negotiate the terms with the candidate based on the parameters established by the City Council.

Step 7: Follow Up

DDA will make periodic contact with the new Administrator for at least the first year of employment.

LIST OF SEARCH CLIENTS FROM THE PAST TWO YEARS

Entity	Type of Search	Entity	Type of Search
City of Waseca, MN	Finance Director	Murray County, MN	Administrator
City of Plainview, MN	Public Works Director	City of Montevideo, MN	Police Chief
City of Montevideo, MN	Manager	Kitchigami Reg. Library System	Director
City of Melrose, MN	Administrator	City of Dundas, MN	Administrator
City of Maple Lake, MN	Administrator/Clerk/Treasurer	Brown County, MN	Administrator
City of New Ulm, MN	Manager	City of Olivia, MN	Police Chief
City of Sleepy Eye, MN	Manager	City of Blooming Prairie, MN	Administrator
Albert Lea Econ. Dev. Agency	Executive Director	City of Prior Lake, MN	Manager
Yellow Medicine County, MN	Administrator	Mower County, MN	Administrator
City of Dodge Center, MN	Administrator	City of Brainerd, MN	Comm. Development Director
City of Winsted, MN	Administrator	City of Springfield, MN	Manager
Todd County, MN	Coordinator	Houston County, MN	Administrator
City of Waseca, MN	Manager	Crow Wing County, MN	Human Resource Director
City of Hector, MN	Administrator	City of Wadena, MN	Administrator
City of Mountain Lake, MN	Administrator	City of Lake City, MN	Administrator
Wadena County, MN	Coordinator	City of Breezy Point, MN	Administrator/Clerk/Treasurer
Rice County, MN	Chief Financial Officer	City of Plainview, MN	Administrator
City of Redwood Falls, MN	Chief of Police	City of Faribault, MN	Administrator
City of Brainerd, MN	Administrator	City of Fairfax, MN	Clerk/Treasurer/Administrator
City of Amery, WI	Administrator	City of Marshall, MN	Administrator
City of Arlington, MN	Administrator	City of Staples, MN	Clerk/Finance Director
City of Warroad, MN	Public Works/Utility Director	City of Mayer, MN	Administrator/Clerk

In addition to the specific references listed on the following page, the City of Kasson is encouraged to speak with any of the entities listed above.

DDA is currently conducting searches for the Cities of Albert Lea, Scandia, Sleepy Eye, and St. James, as well as Mahnommen County and the Albert Lea Housing and Redevelopment Authority.

FEES

The fee for the search process is \$18,000. This all-inclusive fee covers professional services and all expenses including travel, advertising, personality index, intellectual profile, background checks on all finalists, etc.

ASSURANCE

If the newly hired Administrator leaves the organization within the first 24 months of employment, DDA will complete another search without professional service fees. Only actual expenses will be billed to the City.

REFERENCES

Roy Srp

Mayor, City of Waseca

Manager Search

Phone Number: 507-521-1185

Email: roy.srp@pinnaclefoods.com

Royal Ross

Council Member, City of Faribault

Administrator Search

Phone Number: 507-456-2932

Email: rross@ci.faribault.mn.us

Rich Nagel

Mayor, City of Arlington

Administrator Search

Phone Number: 507-964-5141

Email: rwnagel@frontiernet.net

Roger Ziebell

Mayor, City of Plainview

Administrator Search

Phone Number: 507-534-2681

Email: r.ziebell@plainviewmn.com

"After working with then, City Administrator Liza Donabauer for over 2 1/2 years, I can truthfully say she is the epitome of hard work and dedication to her profession. Her communication skills and procedures are without compare, and she did not shy away from any challenge. I have no doubt that she will continue to provide exemplary service in any work endeavor."

**-Rich Nagel, Mayor
City of Arlington, MN**

"We hired David Drown Associates to facilitate our search and subsequent hire of our new City Administrator. They did an outstanding job of walking our City Council through all stages of the hiring process. Liza Donabauer was in constant contact with me and able to quickly answer any question that came up. I would highly recommend DDA Human Resources, Inc. to any city."

**-Mike Nelson, Mayor
City of Mountain Lake, MN**

"Liza demonstrated the highest degree of integrity, candor, and professionalism."

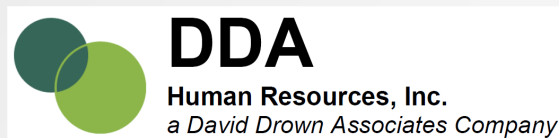
**-Roy Srp, Mayor
City of Waseca, MN**

"You and your organization have been a blessing in this process, and I am so glad we have been able to work with you. You are the ultimate professional!"

**-Bill Ketchum, Mayor
City of Dodge Center, MN**

DDA HUMAN RESOURCES, INC.

SAMPLE POSITION PROFILE



**ESCROW AGREEMENT FOR
PRAIRIE WILLOW ESTATES FOURTH SUBDIVISION**

This Escrow Agreement is made and entered into this ____ day of _____, 2019, by and between the City of Kasson, a Minnesota municipal corporation (“City”), Bigelow-Voigt Land Development, LLC, a Minnesota limited liability corporation (“Developer”), First Security Bank of Byron, a Minnesota state chartered bank (“Lender”), and Atypical Title, Inc., a Minnesota business corporation (“Escrow Agent”), for the purpose of providing the City of Kasson security for the completion of public improvements in Developer’s subdivision entitled Prairie Willow Estates Fourth (“the Project”) in the City of Kasson, State of Minnesota.

WHEREAS, the City requires security from Developer to ensure completion of the public improvements as specified in the approved building plans and specifications and in the Prairie Willow Estates Fourth Subdivision Development Agreement (“Development Agreement”).

WHEREAS, the Developer has asked to provide such security via escrowed funds provided by Lender (pursuant to a note and mortgage on the Project) and held by Escrow Agent, until released by the City.

NOW THEREFORE, the City agrees to allow for Developer to provide such security on the following terms and conditions:

1. The funds provided by Lender and/or held by Escrow Agent shall equal the total estimated construction costs for the Project, including the City Engineer’s construction observation and inspection fees.
2. The funds provided by Lender and/or held by Escrow Agent shall guarantee performance of this Agreement and the Development Agreement.
3. The Developer shall be responsible for all charges or costs associated with the funds provided by Lender and/or held by Escrow Agent.

4. The funds provided by Lender and/or held by Escrow Agent shall remain available until reduced or released by written approval of the City's Engineer or his designated agent. The City's Engineer or his designated agent shall respond to all written requests to reduce or release such funds within twenty (20) business days of receipt. The reduction of such funds shall be based upon the amount of work for the project that remains to be completed. The escrow cannot be cancelled by the Developer, Lender or Escrow Agent, without the City's written consent.

5. Notwithstanding any other provision of the Agreement, a minimum of ten percent (10%) of the funds provided by Lender and/or held by Escrow Agent shall remain available to the City until the expiration of the one-year (1 year) warranty period after the City's acceptance of the public improvements.

6. The City shall notify the Lender and Escrow Agent of any known condition that in the City's opinion, as determined by City Council resolution, constitutes a breach of the Development Agreement and gives the City a lawful claim against the funds for the completion of the public improvements. Funds shall be released by the Escrow Agent and/or Lender to the City upon the written demand of an agent of the City authorized by City Council resolution, stating that the City has determined that the required work has not been performed within applicable time limits, or that the work has not been properly performed. Neither the Lender nor the Escrow Agent shall have the duty or right to, and shall not, evaluate the correctness or appropriateness of any such written demand, notice or determination by the City, and shall not interplead or in any manner delay payment of said funds to the City. Upon receipt of the City's notification, the Escrow Agent and/or Lender shall promptly pay said funds to the City. The City shall use said funds to complete the public improvements specified in the approved building plans, specifications and Development Agreement, and to reimburse itself for expenses incurred relating to the enforcement of this Agreement or the Development Agreement.

7. No party hereto shall assign its interest in this Agreement or any rights or obligations hereunder without the prior written consent of the other parties hereto and any such attempted assignment without such prior written consent shall be void and of no force and effect. This Agreement shall inure to the benefit of and shall be binding upon the successors and permitted assigns of the parties hereto.

8. This Agreement shall be construed, performed, and enforced in accordance with, and governed by, the laws of the State of Minnesota. Each party hereby consents to the personal jurisdiction and venue of the district court in Dodge County, Minnesota.

9. In the event that any part of this Agreement is declared by any court or other judicial or administrative body to be null, void, or unenforceable, said provision shall survive to the extent it is not so declared, and all of the other provisions of this Agreement shall remain in full force and effect.

10. This Agreement may be amended or modified, and any of the terms, covenants, representations, warranties, or conditions hereof may be waived, only by a written instrument executed by the parties hereto, or in the case of a waiver, by the party waiving compliance. Any waiver by any party of any condition, or of the breach of any provision, term, covenant, representation, or warranty contained in this Agreement, in any one or more instances, shall not be deemed to be nor construed as further or continuing waiver of any such condition, or of the breach of any other provision, term, covenant, representation, or warranty of this Agreement.

11. This Agreement contains the entire understanding of the parties with respect to the funds and supersedes and replaces all prior and contemporaneous agreements and understandings, oral and written, with regard to such funds.

12. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute the same instrument.

[The remainder of this page is left intentionally blank]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

THE CITY OF KASSON

BIGELOW-VOIGT LAND
DEVELOPMENT, LLC

By: _____
Chris McKern, Mayor

By: _____
Its _____

By: _____
Theresa Coleman, City Administrator

FIRST SECURITY BANK OF BYRON

ATYPICAL TITLE, INC.

By: _____
Tim Lawler, Executive Vice President

By: _____
Paul Kiltinen, CEO



SEMLM Summer Meeting Tuesday, July 30, 2019 Red Wing

Mississippi National Golf Links
409 Golf Links Drive
Red Wing, MN
Map: <https://tinyurl.com/y6xcewqv>

Morning/Afternoon: **Mississippi National Golf Links** – Spend your morning and/or afternoon on the golf course, which is the same location as the evening SEMLM event. **For tee times, call (651) 388-1874 and get the special SEMLM rate for either of the two course options. Be sure to ask for the SEMLM group rate.**

4:00 pm **Tourism/Public Works/Elected Officials/City Staff Tour of the NEW Splash Pad in Red Wing.**

Designed for people of all ages and all levels of physical ability, this new feature offers summer fun for your residents and visitors, and adds another community amenity for incoming new residents. Located at the Athletic Field, 1333 Mason St., Red Wing. Google Map: <https://tinyurl.com/yxoh934w>

5:30 pm Social Time with cash bar.

6:30 pm Dinner

Welcome from City of Red Wing

7:00 pm SEMLM Business – Dan Egger, SEMLM President

7:15 pm **Public Works Equipment Sharing Program (Non-emergency situations)** - Hear from the only group in Minnesota to have this type of program. Learn how it works and what we could do for our SE MN cities.

7:45 pm **Regional Tourism for SE MN** – Presenters from area tourism groups share how they envision a more regional approach to tourism for SE MN.

8:28 pm Closing remarks from SEMLM President Egger. Adjourn meeting. **Open time for networking.**

Hosted by the City of Red Wing

Registrations due by Friday, July 26 **Send your completed form to:**
Michelle Walker -- City of Red Wing
315 West 4th Street | Red Wing, MN 55066
Office: 651.385.3608 Email: michelle.walker@ci.red-wing.mn.us

Registration from _____

Contact Person: _____

Phone: _____ **E-mail:** _____

Number meals SEMLM member _____ x \$30 = \$ _____ (paid SEMLM member city/Community Partner)
Number meals nonmember _____ x \$35 = \$ _____

Make checks payable to “City of Red Wing”

Names of attendees for this registration:

_____	_____
_____	_____
_____	_____

City of Kasson Employees &
Elected Officials,

Just a quick note to say
"THANK you" for your work in
helping the residents of Kasson
during our adverse weather. I
believe you have gone above &
beyond in storm debris pick-up,
reimbursement for disposal costs, &
keeping residents informed in a
timely manner!

Much Appreciated -

Aaron Wilke



July 11, 2019

Kasson City Council
Attn: Ms. Deb Schmidt – Clerk
Kasson City Hall
401 Fifth Street SE
Kasson, MN 55944

Dear Kasson City Council;

Congratulations! The Minnesota Department of Health Oral Health Program and Minnesota Department of Health Drinking Water Protection Section are pleased to present you with the American Dental Association (ADA), Association of State and Territorial Dental Directors (ASTDD), and Centers for Disease Control and Prevention (CDC) **2018 Community Water Fluoridation “50 Year Award”**. This award is given jointly to recognize public water systems that have consistently adjusted the fluoride concentration in drinking water for the past 50 years.

Because of your efforts and continued support from generations of dental professionals and other health care providers, health care and public health organizations, community leaders, water professionals, and untold others, the prevention of tooth decay through community water fluoridation is recognized by the CDC as one of 10 great achievements in public health of the 20th century.

Water systems and their customers value the ability to demonstrate attainment of quality service. Awards can be a good tool for promoting water fluoridation and we hope that this award will provide you with an opportunity to highlight the excellent work being done by your system. Congratulations on this outstanding performance and thank you for providing safe, dependable drinking water for your community. If you have any questions about the award, please contact either David Rindal, Drinking Water Protection, at (651) 201-4660 and (david.rindal@state.mn.us), or Prasida Khanal, Oral Health Program, at (651) 201-3538 and (prasida.khanal@state.mn.us).

Sincerely,

A handwritten signature in blue ink that reads 'prasida Khanal'.

Prasida Khanal, MPH BDS
| Oral Health Program
MN Department of Health
651.201.3538

A handwritten signature in blue ink that reads 'Sandeep Burman'.

Sandeep Burman
Manager | Drinking Water Protection
MN Department of Health
651.201.4647

A handwritten signature in blue ink that reads 'Carmelo Cinqueonce'.

Carmelo Cinqueonce, MBA
Director
Executive Director
MN Dental Association
651.767.8400

**Association of State and Territorial Dental Directors
Centers for Disease Control and Prevention
American Dental Association**

CERTIFICATE OF APPRECIATION

50 Year Award, 1968 - 2018

Kasson, Minnesota

*for contributions made on behalf of
community water fluoridation*



Meeting Notes

Wednesday, June 19th, 2019, 6:00 pm

Planning Commission Workshop at Public Works Building

Conducted activity where commissioners put stickers on posters showing proposed changes to zoning districts on Zoning Map as well as uses tables for residential and commercial uses. Stickers indicated areas commissioners agreed, were confused, or disagreed with the direction; these reactions then lead discussion, summarized below:

- Generally in support of AG being used as the hold-over zoning district for newly annexed land and land that's not developed yet
 - o Direction to verify that any allowed uses within AG don't conflict with adjacent residential uses
- Question of what to do about parks, public land, and institutional uses as far as zoning is concerned
- In favor of traditional core residential neighborhoods being renamed to "R-1A"
- Not in favor of removing R-C mixed use district
 - o Would like to maintain that buffer/transition between downtown and R-1A
 - o Allow more minor commercial uses (professional offices, etc) by right, not just through CUP
- In favor of new "R-2" district, to allow by-right a greater mix of housing types
 - o Would like to push beyond four units by-right, perhaps even up to eight units by-right
 - o Unsure if single family detached should be allowed by-right in R-2, perhaps as a CUP or perhaps require common-space ownership?
- In favor of focusing C-2 to main city arterials (especially 57)
 - o Minor changes to map to make all of corridor in south C-2
- Not sure how to handle the mix of uses along 34 on the east side of town
 - o Direction to work with Planner colleagues to assess options and give recommendation
- Request to have a better way to show that most of current R-3 is unbuildable
 - o Likely would be shown by floodplain overlay
- Verify density mechanisms within code to make sure very low-density developments like the one on NE edge of city are appropriately handled (have to pay extra for infrastructure extension?)
- Raised some concerns about allowing manufactured homes (not parks, but houses) in all districts

Hoisington Koegler Group Inc.

123 North Third Street, Suite 100

Minneapolis, Minnesota 55401-1659

(612) 338-0800 Fax: (612) 338-6838 www.hkgi.com

- Want more information about the foundation types and what can be required
 - Can basements be required within the R-1A?
- Expand housing type options to encourage conversion of single family detached in R-1A into 2-4 units
- Look into allowing 2-unit (duplexes) in all residential districts
- Need to have clear definitions and standards for short term rentals (AirBnB/VRBO) as well as Accessory Dwelling Units (ADUs)
- Not a lot of reactions to different commercial uses
 - Just important to have definitions more clearly defined



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AND COMMUNITY LEADERS!

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POWER SALES AGREEMENT
BETWEEN
CENTRAL MINNESOTA MUNICIPAL POWER AGENCY AND
CITY OF KASSON ELECTRIC DEPARTMENT
FOR A PURCHASE OF FIXED DISPATCH ENERGY
JULY 18, 2019

THIS AGREEMENT ("Agreement") is executed by and between the Central Minnesota Municipal Power Agency, a municipal corporation and political subdivision of the State of Minnesota created under Minnesota law ("CMMPA" or "Agency"), and the City of Kasson, a Minnesota city that owns and operates a municipal electric utility under Minnesota law (the "Participant").

RECITALS

1. CMMPA has entered into a Confirmation Of Physical Energy Sale Transaction with NextEra Energy Power Marketing, LLC under the terms and conditions contained in the North American Energy Markets Association Capacity and Energy Tariff for the purchase of a long term firm energy product ("Transaction"). Said product has a designated point of delivery within the area governed by the Midcontinent Independent System Operator and has a fixed dispatch unique to each participant.
2. Participant is a member of CMMPA and has passed a resolution authorizing purchase of an entitlement share of the Transaction ("Entitlement Share") and desires to enter an agreement with CMMPA to purchase such an Entitlement Share.
3. CMMPA proposes to sell, and the Participant proposes to purchase, the Participant's Entitlement Share.

AGREEMENT

1. **Term of Agreement.** This Agreement shall be effective immediately upon execution and delivery of the power sales agreements between CMMPA and the other project participants listed on Appendix A (“Participants”) and shall remain in effect for the period commencing January 1, 2021 and ending December 31, 2035, inclusive (“Term”).
2. **Sale and Purchase.** CMMPA shall sell and deliver and Participant shall purchase and receive a quantity of the energy product equivalent to Participant’s Entitlement Share of the Transaction, as designated in Appendix A, all in accordance with the terms of this Agreement. Monthly volumes associated with Participant’s Entitlement Share are shown in Appendix B. The fixed dispatch associated with Participant’s Entitlement Share is shown in Appendix C. Delivery of Participant’s Entitlement Share shall commence immediately upon such energy product becoming available to CMMPA in accordance with the Transaction. Participant shall also receive renewable energy attributes equivalent in volume to said energy.
3. **Rates for Purchase and Sale.** The purchase and sale of Participant’s Entitlement Share shall be \$31.00 per MWh.
4. **Delivery.** CMMPA shall be responsible for delivery of Participant’s Entitlement Share. Such delivery shall be at MISO Minn Hub and shall be accomplished by CMMPA in accordance with the procedures, protocols and applicable business practices of the Midcontinent Independent System Operator for settlement of energy products.

5. **Project Decisions.** CMMPA shall have responsibility for decisions on behalf of the Participants with respect to all matters related to the Transaction, consistent with the overall best interests of the Participants and CMMPA's requirements, obligations or covenants relative to the Transaction, other applicable agreements, or other legal requirements.

6. **Billing.** CMMPA shall bill Participant for Participant's Entitlement Share of the Transaction on a calendar-month basis. Bills shall be issued by CMMPA as soon as practicable in each month following the calendar month to which the bill applies. All bills shall show separately all charges, including any administrative charges. Bills shall be payable to CMMPA within thirty (30) days of receipt of the invoice. Any amounts due and not paid by the Participant on or before the close of business on the 15th day of the month may, at CMMPA's sole discretion, accrue interest until paid at the rate of one and one-half percent (1½%) per month, or the standard rate of the Federal Energy Regulatory Commission, whichever is less.

7. **Billing Disputes.** Except as set forth below, Participant shall not have the right to challenge any billing statement rendered by CMMPA in relation to the Transaction, invoke arbitration of the same or bring any court or administrative action of any kind questioning the propriety of the same after a period of twenty-four months from the date of rendering.

If Participant disputes any portion of any bill issued by CMMPA under this Agreement, Participant shall pay the full amount of the disputed charges when due, and shall give written notice of the dispute (unless the dispute is based upon information not reasonably available to the Participant at the time required to give notice under this

paragraph) to CMMPA not later than 90 days after the date such payment is due. Such notice shall identify the amount in dispute and set forth a full statement of grounds on which such dispute is based. No adjustment shall be considered or made for disputed charges unless notice is given, as provided above. CMMPA shall review such notice and provide Participant with a determination within thirty (30) days following receipt of such notice. If the matter is not resolved in such manner, the matter may be submitted to dispute resolution, as provided below. Upon final determination (whether by agreement, arbitration, adjudication or otherwise) of the correct amount, any difference shall be appropriately reflected as a debit or credit on the next bill.

8. **Nature of the Obligation to Pay.** Participant shall have no right to terminate its purchase of its Entitlement Share of the Transaction under this Agreement, nor any right to withhold from CMMPA any payments due or to become due under this Agreement; nor any right to recover from CMMPA any amounts previously paid under this Agreement unless such amounts were paid in error or contrary to the provisions of this Agreement or law. The obligation of Participant to pay all rates and charges established by CMMPA under this Agreement shall not be subject to any reduction, whether by offset, counterclaim, recoupment or otherwise and shall not be otherwise conditioned upon performance by CMMPA of its obligations under this Agreement, or by the other Participants of their obligations, or any other instrument or agreement.

9. **Rate Sufficiency Obligation.** Participant shall establish, maintain and collect rates and charges for electric service so as to provide revenues sufficient, together with available electric system reserves, to enable the Participant to pay CMMPA (i) all amounts payable

under this Agreement; (ii) all other operating expenses of Participant's electric system; and (iii) all other obligations of Participant payable from, or constituting a lien on, the revenues of its electric system.

10. **Electric System Operations.** Participant covenants to operate and maintain its electric system in a sound, businesslike manner in accordance with Prudent Utility Practice, as defined below.

"Prudent Utility Practice" shall mean any of the practices, methods and acts (including but not limited to the practices, methods and acts engaged in or approved by a significant portion of the electrical utility industry at a given time) which, in the exercise of reasonable judgment in the light of the facts known at the time the decision was made, could have been expected to accomplish the desired result at the lowest reasonable cost consistent with good business practices, reliability, safety and expedition. Prudent Utility Practice is not intended to be limited to the optimum practice, method or act, to the exclusion of all others, but rather to be a spectrum of possible practices, methods or acts. In evaluating whether any matter conforms to Prudent Utility Practice, the parties shall take into account (i) the fact that both the Participant and CMMPA are bodies politic and corporate and political subdivisions under the laws of the State of Minnesota, with the statutory duties and responsibilities thereof, and (ii) the terms and conditions of the PPA and other applicable Project-related agreements.

11. **Source of Payments.** Participant shall not be required to make any payments to CMMPA under this Agreement except from the revenues and other moneys derived by the Participant from its electric department or system. Participant hereby agrees that amounts

payable by the Participant under this Agreement shall be paid by the Participant as an operating expense of the Participant's electric system. In no event shall CMMPA, or any other person or entity, including any person or entity to which revenues under this Agreement have been assigned or pledged, be entitled to look to, or seek to recover from, any other revenues, monies or property of Participant for payment of any amounts due under this Agreement. The obligation of Participant to make payments for services under this Agreement shall not constitute a general obligation of Participant and Participant shall not be required to make such payments from any source other than the revenues and funds referred to in this paragraph. In no event shall Participant be required to make payments under this Agreement from tax revenues or to impose any new tax or adjust any existing tax for such purpose.

12. Default. Upon failure of Participant to make any payment in full when due under this Agreement or to perform any obligation herein, CMMPA shall make demand upon the Participant, and, subject to the dispute provisions of this Agreement, if said failure is not cured within 20 days from the date of such demand it shall constitute a default at the expiration of such period ("Default"). Notice of such demand and any subsequent Default shall be provided to the other Participants by CMMPA.

If Participant in good faith disputes the legal validity of said demand, it shall make such payment or perform such obligation within said 20-day period under protest directed

to CMMPA. Such protest shall specify the reasons upon which the protest is based. The parties shall then implement the dispute resolution process provided below.

Upon occurrence of a Default, CMMPA shall use its best efforts to sell and transfer all or a portion of such Participant's Entitlement Share for all or a portion of the remainder of the term of this Agreement. The other Participants shall be given the first right to accept such portion of the defaulting Participant's Entitlement Share on a pro rata basis in accordance with the Participants' entitlement shares as depicted on Appendix A. Any remaining portion of the Participant's Entitlement Share may then be made available for sale or transfer to non-participating electric utilities. If all or any portion of Participant's Entitlement Share is transferred pursuant to this paragraph, the Participant's Entitlement Share shall not be reduced, and the Participant shall remain liable to CMMPA to pay the full amount owed for its Participant Entitlement Share as if such sale had not been made, except that Participant's liability shall be discharged to the extent that CMMPA receives payment from the purchaser or purchasers thereof.

13. Other Participants' Payment Default. Upon a Default of any other Participants, and except as all or a portion of such other Participants' entitlement shares may be transferred in accordance with paragraph 12, above, Participant's Entitlement Share shall be automatically increased for the remaining term of this Agreement on a pro rata basis with the entitlement shares of the other non-defaulting Participants, and the entitlement shares of such other defaulting Participants shall be reduced correspondingly; provided, that no such reduction shall reduce the defaulting Participants' obligations under their respective power sales agreements; and further provided, that the sum of such step-up

increases for Participant pursuant to this paragraph shall not exceed, without consent of the Participant, an Accumulated Maximum Step-Up Percentage, as defined and set forth in Appendix A.

Failure of Participant to make payments for any amounts due to CMMPA for step-up increases to Participant's Entitlement Share under the previous paragraph shall constitute a Default, and the fact that other Participants may have assumed the obligation to make such payments shall not relieve Participant of its liability for such step-up payments. Any other Participants assuming such obligation, either individually or as a member of a group, shall have a right to enforce Participant's obligation to make step-up payments, diminished to the extent such Participants have received value from the absorption of Participant's increased Entitlement Share under the step-provisions of this Agreement. To enforce these rights, CMMPA or the other Participants, either jointly or severally, may initiate any lawsuit, action or proceeding, at law or in equity, including suits for specific performance, against Participant. CMMPA shall be entitled to recover from the defaulting Participant any and all legal fees and other costs incurred by CMMPA as a result of Participant's Default.

14. Default events other than Nonpayment. Failure of Participant to adhere to any covenant, agreement or obligation of this Agreement, other than a failure to make required payments, shall be deemed a "Nonpayment Default". CMMPA may bring any suit action, or proceeding in law or in equity, including mandamus, injunction, specific performance, declaratory judgment, or any combination thereof, to enforce such covenant, agreement or

obligation against the Participant. Such remedies shall be in addition to all other remedies provided for herein.

15. **Records and Audit.** CMMPA shall maintain adequate records to substantiate the charges provided under this Agreement. Participant shall have the right to audit those records, at any time during regular business hours upon reasonable advance notice. In the event an audit shows a refund due Participant or underpayment to CMMPA, the next month's billing shall be adjusted accordingly.

16. **Participant Information.** Participant agrees to supply CMMPA, upon request, with such information and documentation as may be required, including financial statements and other information reasonably available to Participant, in order to allow CMMPA to respond to requests for such information from any federal, state or local regulatory body, or as may be required by the Transaction.

17. **Enforcement of Obligations.** CMMPA shall at all times maintain and promptly and vigorously enforce its rights under the Transaction against the appropriate counterparties. In addition, CMMPA shall diligently enforce all other provisions of the Transaction to the benefit of the Project Participants.

18. **Force Majeure.** Neither Participant, nor CMMPA, shall be considered in default as to any obligation under this Agreement if prevented from fulfilling such obligations by reason of uncontrollable forces, the term "uncontrollable forces" being deemed for purposes of this Agreement to mean any cause beyond the control of the party affected, including but not limited to, failure of facilities, flood, earthquake, storm, lightning, fire, epidemic, war, riot, civil disturbance, labor disturbance, sabotage, terrorism, unavailability

of fuel, and restraint of court or public authority, which by due diligence and foresight such party could not reasonably have been expected to avoid. Either party rendered unable to fulfill any obligation by reason of uncontrollable forces shall exercise due diligence to remove such inability with all reasonable dispatch.

19. Modification and Uniformity of Agreements. This Agreement shall not be subject to termination by any party under any circumstances, whether based upon the default of any other party under this Agreement, or any other instrument, or otherwise, except as specifically provided in this Agreement. This Agreement shall not be amended, modified, or otherwise changed by agreement of parties in any manner that will materially and adversely affect the security afforded by the provisions of this Agreement for the payment of all charges associated with Participant's Entitlement Share.

20. Notices. Any notice, demand, approval, proposal, protest, direction or request provided for in this Agreement to be delivered, given or made to Participant shall be deemed delivered, given or made if delivered in writing in person or mailed by registered or certified mail, postage prepaid, return receipt requested, addressed to the person and at the address designated in writing filed with CMMPA by the Participant. The Participant may change such designation, at any time and from time to time, by giving notice to CMMPA as below provided. Any such notice, demand or request to be delivered, given or made to CMMPA shall be deemed delivered, given or made if delivered in writing, in person, or sent by mail as above provided to the following address:

Chief Executive Officer
Central Minnesota Municipal Power Agency
459 South Grove Street
Blue Earth, Minnesota 56013

Or such other address designated by CMMPA, as provided above.

21. **Dispute Resolution.** The Parties agree to use commercially reasonable efforts to settle promptly any disputes or claims arising out of or relating to this Agreement through negotiation conducted in good faith between senior executives or management personnel having authority to reach such a settlement. The negotiations shall take place as soon as practicable after, but in no event more than thirty (30) days after, a dispute arises. If after these negotiations the dispute is not resolved, then either or both Parties may pursue any legal remedies to the dispute at law or in equity, or pursue arbitration, as provided below.

If either party elects to pursue arbitration, copies of any such request shall be given to all other Participants and it shall specify the issue or issues in dispute. Within ten days after receipt of such a request CMMPA and the Participant shall confer and attempt to agree upon appointment of a single arbitrator. If such agreement is not accomplished, CMMPA or the Participant may request the American Arbitration Association to appoint an arbitrator. The arbitrator so selected or appointed shall conduct a hearing within thirty days thereafter, unless such time is extended by agreement of CMMPA and the Participant. The arbitrator shall notify the parties of his or her decision, stating his or her reasons for such decision and separately listing his or her findings of fact and conclusions of law. The arbitrator shall not have the power to amend or add to this Agreement. Subject to such limitation, the decision of the arbitrator shall be final and binding on CMMPA and the

Participant except that either party may petition a court of competent jurisdiction for review of errors of law. The pendency of arbitration or legal action shall affect neither the obligation of the Participant to make any payment in full when due under this Agreement nor the obligations of CMMPA to provide power to the Participant. The prevailing party of a disputed matter shall be entitled to recover from the other party the costs of legal fees and other costs of arbitration or court proceedings.

22. **Applicable Law.** This Agreement is made under and shall be governed by the law of the State of Minnesota.

23. **Severability.** If any section, paragraph, clause or provision of this Agreement shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall be unaffected by such adjudication and all of the remaining provisions of this Agreement shall remain in full force and effect as though such section, paragraph, clause or provision or any part thereof so adjudicated to be invalid had not been included herein.

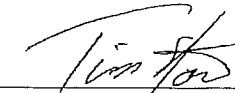
24. **Assignment of Agreement.** This Agreement shall inure to the benefit of, and shall be binding upon, the respective successors and assigns of the parties to this Agreement; provided, that neither this Agreement, nor any interest herein, shall be assigned or transferred or sold by the Participant, including in connection with any sale, transfer or other disposition of Participant's system, except as provided herein, without the written consent of CMMPA. No such assignment or transfer or sale shall relieve the Participant of any obligation hereunder.

25. **Duly Authorized Signatories; Binding Effect of Execution.** CMMPA as to its signatory and the Participant as to its signatory each hereby represents and warrants that the person executing this Agreement on its respective behalf is duly authorized to do so, and that, by such execution set forth on the following page of this Agreement, such party is hereby duly and lawfully bound by this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the
18 day of July, 2019.

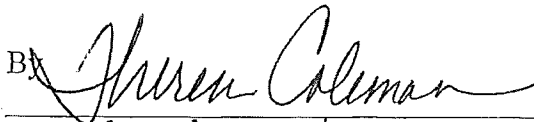
**CENTRAL MINNESOTA MUNICIPAL POWER
AGENCY**

By



Timothy Stoner, President

By



TERESA COLEMAN, Secretary

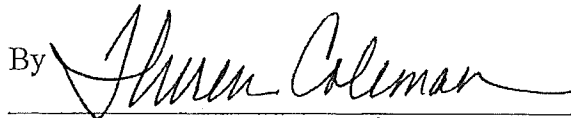
**THE CITY COUNCIL OF THE CITY OF KASSON,
MINNESOTA**

By



Title: Mayor

By



Title: CITY ADMINISTRATOR

APPENDIX A PARTICIPANTS AND PARTICIPANT ENTITLEMENT SHARES

The Participants that have entered into Power Sales Agreements with CMPA for the Transaction are:

1. Blue Earth	Participant Entitlement Share = 7,685 MWH Step-Up Percentage = 15.9%
2. Granite Falls	Participant Entitlement Share = 1,478 MWH Step-Up Percentage = 3.1%
3. Janesville	Participant Entitlement Share = 3,268 MWH Step-Up Percentage = 6.8%
4. Kasson	Participant Entitlement Share = 6,861 MWH Step-Up Percentage = 14.2%
5. Kenyon	Participant Entitlement Share = 2,164 MWH Step-Up Percentage = 4.5%
6. Sleepy Eye	Participant Entitlement Share = 9,534 MWH Step-Up Percentage = 19.8%
7. Springfield	Participant Entitlement Share = 596 MWH Step-Up Percentage = 1.2%
8. Windom	Participant Entitlement Share = 16,653 MWH Step-Up Percentage = 34.5%

Notes

- 1) Total yearly volume (in MWH) is shown above. The actual Participant Entitlement Share varies by month (see Appendix B).
- 2) Because Entitlement Share varies by month, the Step-Up Percentage is calculated as a percent of the total annual energy averaged over the transaction period (2021-2035).
- 3) Members receive output on a fixed schedule that is specified in Appendix C.

APPENDIX B

All volumes shown below in MWH

	Blue Earth	Granite Falls	Janesville	Kasson	Kenyon	Sleepy Eye	Springfield	Windom	Total
January	399	101	278	517	187	622	34	1,649	3,787
February	347	85	242	444	166	572	32	1,540	3,427
March	379	92	265	484	182	629	35	1,699	3,765
April	371	91	259	474	177	608	34	1,635	3,648
May	396	100	276	513	187	623	34	1,655	3,785
June	1,117	170	273	703	172	1,118	81	870	4,504
July	1,202	189	296	762	186	1,199	83	897	4,814
August	1,150	175	282	724	177	1,153	83	899	4,643
September	1,160	182	285	735	179	1,157	80	868	4,648
October	383	94	267	490	183	628	35	1,690	3,769
November	383	97	267	496	181	603	33	1,602	3,662
December	399	101	278	517	187	622	34	1,649	3,787
Total	7,685	1,478	3,268	6,861	2,164	9,534	596	16,653	48,239

All entitlement shares shown below are in tenths of a percent of total energy volume.

	Blue Earth	Granite Falls	Janesville	Kasson	Kenyon	Sleepy Eye	Springfield	Windom
January	10.5%	2.7%	7.3%	13.7%	4.9%	16.4%	0.9%	43.6%
February	10.1%	2.5%	7.1%	12.9%	4.8%	16.7%	0.9%	45.0%
March	10.1%	2.4%	7.0%	12.9%	4.8%	16.7%	0.9%	45.2%
April	10.2%	2.5%	7.1%	13.0%	4.9%	16.7%	0.9%	44.7%
May	10.5%	2.6%	7.3%	13.6%	4.9%	16.5%	0.9%	43.7%
June	24.8%	3.8%	6.1%	15.6%	3.8%	24.8%	1.8%	19.3%
July	25.0%	3.9%	6.1%	15.8%	3.9%	24.9%	1.7%	18.7%
August	24.8%	3.8%	6.1%	15.6%	3.8%	24.8%	1.8%	19.3%
September	25.0%	3.9%	6.1%	15.8%	3.9%	24.9%	1.7%	18.7%
October	10.1%	2.5%	7.1%	13.0%	4.9%	16.7%	0.9%	44.8%
November	10.5%	2.6%	7.3%	13.6%	4.9%	16.5%	0.9%	43.7%
December	10.5%	2.7%	7.3%	13.7%	4.9%	16.4%	0.9%	43.6%
Annual Share of Total	15.9%	3.1%	6.8%	14.2%	4.5%	19.8%	1.2%	34.5%

Appendix C
Schedule of Wind Shape Fixed Dispatch for Kasson

Hour	Weekday Summer Months	Weekend Summer Months	Weekday Non-Summer Months	Weekend Non-Summer Months
0	1.2	1.0	0.8	0.6
1	1.0	0.8	0.6	0.4
2	0.9	0.7	0.6	0.4
3	1.0	0.7	0.6	0.4
4	1.1	0.8	0.7	0.5
5	1.3	1.0	0.9	0.7
6	0.0	1.4	0.0	1.1
7	0.0	1.7	0.0	1.3
8	0.0	1.9	0.0	1.5
9	0.1	2.2	0.0	1.7
10	0.2	2.3	0.0	1.8
11	0.5	2.3	0.0	1.9
12	0.5	2.4	0.0	1.9
13	0.6	2.4	0.0	1.8
14	0.3	2.4	0.0	1.8
15	0.5	2.3	0.0	1.8
16	0.3	2.3	0.0	2.0
17	0.4	2.7	0.2	2.2
18	0.5	2.7	0.2	2.3
19	0.4	2.6	0.3	2.3
20	0.5	2.6	0.2	2.3
21	0.2	2.4	0.0	2.1
22	2.0	1.8	1.7	1.5
23	1.5	1.3	1.1	1.0
Maximum MW for Season	2.0	2.7	1.7	2.3
Maximum MW for Year	2.7			
Energy, MWH	1,277	1,648	1,340	2,596
Yearly Energy, MWH	6,861			
Estimated Yearly Load Factor	29.0%			

All volumes shown above are in tenths of MW

Hours are defined as "Hours Starting", Central Prevailing Time. So "Hour 0" may be understood to be the hour starting midnight.

Weekends Are Defined As Saturday, Sunday, and NERC Holidays. Weekdays are therefore Monday through Friday (except NERC Holidays)

Summer months defined as June 1 through September 30

City of Kasson
Department Head Meeting
July 18, 2019
2:30 p.m.

1. Department Head Reports

- ~~a.~~ Arena *AGAINST MTG.*
- ~~b.~~ Police
- ~~c.~~ Public Works
- ~~d.~~ Streets/Storm
- ~~e.~~ Electric *3 PHASE TO FRONT OF 1ST ST NE*
- ~~f.~~ Water/Sewer *7.5
3.8*
- ~~g.~~ Parks
- ~~h.~~ Liquor Store
- ~~i.~~ Library
- ~~j.~~ Planning and Zoning/EDA
 - Development on School Property
- k. Fire *Annexation
Electric Territory = including
catholic church*
- ~~l.~~ Finance *June #'s * Bndgets*
- m. Administrator
 - ~~How communities are policing park and ride facilities~~
 - Highway 14 interchange meeting
 - *Call procedus*

ARENA

Kasson Dept Head Meeting 7/18/2019

- The June patron count was 3094 and May patron count was which is a total of 64,569 since October 1st.
- Fall programs are filling up the ice as they are returning from previous years. D9 PW Development, D9 Bantam Development, Girls 4 on 4, SME and now DCYH is going to be renting some warmup ice to prepare kids for tryouts.
- DCYH has submitted a list with some prioritized items they would like to address.
- DCYH and both booster clubs are looking at having advertisers on the rink boards, we are in the process of working out some details and an agreement with all of the parties involved.
- Decklever is working on a price for a "drop in" refrigeration replacement for R-22. We received one from Carlson Refrigeration last month. We would be looking at this project for spring of 2020.
-

Structure Related Items

Rank	Area	Short Description	Estimated	Full Description	Desired Time Line
			Cost		
A1	Stands	Replace bleachers	\$ 20,000	Upgrade bleachers	10/1/2019
A2	Storage	Storage locker revamp	\$ 5,000	Redo storage spaces, add lighting, rollup doors	10/1/2019
A3	Stands	Roof over locker room corridor	\$ 50,000	Heated room to watch with a media room - press box	10/1/2019
B1	Locker rooms	Updated showers in locker room 2	\$ 500	Update and improve the showers in LR2	1/1/2020
B2	General	Upgrade bathrooms	\$ 10,000	Add wall time, better partitions & overall appearance	1/1/2020
C1	General	Improve logo & lines visibility	\$ 5,000	Determine process to keep lines bright and sharp	10/1/2019
C2	General	Boards advertisement	?	Advertisement on the boards in the rink	10/1/2020
D1	General	Commons area enclosed	\$ 10,000	Build walls to create heated commons area and separate from rink	10/1/2020
D2	Stands	Replace heaters - stands	\$ 20,000	Replace & upgrade stand heaters - coin operated?	10/1/2020
E1	Outside	Replace rink sign	\$ 5,000	Get new rink sign	10/1/2020
E2	Outside	New rink doors	\$ 4,000	Install new main doors to the rink	
E3	Outside	Concrete entry way	\$ 15,000	Replace concrete in entry to rink	
E4	Outside	Parking lot striping	\$ 2,000	Repaint lines in parking lot	
F1	Structure	Cover outdoor rink	\$ 80,000	Move rink and cover with structure - add lighting & walkway to rink, chiller	
F2	Outside	Parking lot expansion	?	Can overflow utilize school lot?	1/1/2020
G	Structure	Add to structure	\$1,500,000	Add 25' to south and create 3 new spaces (entrance, meeting room, dryland facility)	

Remaining Items

Rank	Area	Short Description	Estimated	Full Description	Desired Time Line
			Cost		
General	General	Rink Clean Up	\$ -	Remove excess rink items and create better storage concept	10/1/2020
	General	Trophy case revamp	\$ -	Remove excess trophies & trophy case	
	Outside	Remove outdoor pep machine	\$ -	Remove the pep machine outside the rink	
	General	Clean boards and glass	\$ 100	Remove puck marks and clean unclear glass	
	General	Paint touch up	\$ 250	Touch up painting around the rink	
	General	Install artwork	\$ 200	Add artwork to bathrooms - aesthetics	10/1/2020
	Locker rooms	Place new rink boards in locker room	\$ 200	Replace whiteboards in locker rooms - Wildcat Logo	
	Benches	Raised floor in players benches	\$ 250	Add floor in benches to add height for players	
	Storage	Add doors to rink shelving	\$ 250	Add doors to shelves in NW corner of rink - equipment	
	Benches	Replace rubber floor in penalty box	\$ 500	Update penalty box area with flooring for parents & players	
	Locker rooms	Replace wall hangers in locker room	\$ 500	Replace the hangers for clothes in locker rooms	10/1/2020
	Locker rooms	Repaint locker rooms	\$ 500	Repaint each year	
	Stands	Repaint bleachers & ramp	\$ 500	Repaint the bleachers and ramp	
	Benches	Install heating for penalty box & score	\$ 1,000	Enclose? - install heating over penalty area	
	Benches	Photography perch	\$ 1,000	Add a structure above the penalty box for photography	
	General	Counter around boards	\$ 1,000	12" counter placed around boards to create standing area	10/1/2020
	General	Admissions area	\$ 1,000	Permanent structure for tickets - where trophy case is	
	Locker rooms	Update locker room 5	\$ 1,000	Remove stalls in LR5 and update with other LR's	
	Locker rooms	Stick holders for locker rooms	\$ 1,000	Replace stick holders for locker rooms	
	Outside	Replace picnic tables	\$ 2,000	Replace existing picnic tables	
	General	Bubble hockey game	\$ 3,000	Add classic bubble hockey game to rink entry	10/1/2020
	General	Video recording of games	\$ 5,000	System setup in rink to stream - equipment	
	General	Upgrade AV system	\$ 15,000	PA system and lights	10/1/2020



Department Head Meeting 7/18/2019

PD got some water, had a company come out and to the clean and dry up which included removing carpet, trim and sheet rock, treating wood and floors and provided fans and dehumidifiers. Total cost over \$23,000

Have asked for a quote from Kristopher Johnson for putting the PD back together, they are also the ones that built the PD. Getting quotes on carpet or epoxy flooring, would rather go with the epoxy to save us any pain in the future should we flood again. Once the date is set for getting the flooring, we will hire out for removal of all office equipment and keep that in the garage and then have them set it back up. I am hoping we will be able to coordinate this so we are not out of the office long.

Had department mandatory training on 72 hr. holds and also at that time did our OSHA hearing tests.

Defensive tactics training coming up in the end of July.

August 1st, we will be getting all our radars checked for calibration, this is done annually.

Officers have been stopping Special Vehicles and the such and have been handing out the information to help facilitate licensing. 8 have stopped in so far.

The three squads that received hail damage are scheduled to get repaired near the end of August.

National Night Out (Night to Unite) August 6th.

Our new state reporting is going well with the first month with no errors, this is a good thing as they only allow 4% in errors.

August 1st hands free phone goes into effect.

June calls are up 39% from last year. Year to date we are up 22%

City of Kasson
Department Head Meeting
July 18th, 2019
2:30 PM

Public Works

1. Met with Mike from LMC – inspected City buildings for hail damage
2. Attended resident meeting for East Main Street Storm Project
3. Weed complaints
4. Pothole complaints
5. Rain Events & Flooding
 1. Swenke IMS is working on Masten Creek - removing trees, putting riprap in to protect sewer manhole and bank, putting a bolt down manhole casting and lid on
 2. Catch basin repairs
 3. Meetings with LMC and Matt Maas from Dodge County on flooding
 4. Calls from sewer backup and flooding
 5. We have sand and gravel that has washed into ponds and will need to be cleaned up
 6. Looking through sewer camera logs from 2007 and 2008
 7. Gathering information and trying to sort out problems

Streets

1. Street sweeping
2. Pothole patching
3. Mowing and trimming
4. Cleaning catch basins from rain events
5. Sweep, sign, and barricades for fair
6. Sucked out landscaping rock in NW catch basin from flooding
7. Grading and hauling rock 16th St NE
8. Snakes complaint
9. Leasing a mower from Bishop & Wachholz through end of September

ELECTRIC

Dept. Head meeting – 7/18/19

- 4 OT events, Xcel equipment failure (half the town had a brown out at 3:18 am. 172 calls and 48 voicemails in 45 minutes to on call #), Transformer failed NW, Electric also responded to both flooding events to assist W/WW
- Electric assisted where needed in street clean up from flooding debris in following days
- Starting 3 phase relocation for main street sewer project from along RR tracks to front yards along 1st St NE
- Routine duties, spot tree trimming, St. lights, service change outs, maintenance
- Remaining Elbows done in 3 cabinets along 4th St SW , now 100% energized
- Another busy month with everyone working hard!

Water/Wastewater Department

Department head meeting July 18, 2019

- The city pumped 16.2 million gallons of water from wells 4 and 5 in June.
- The city treated 48.4 million gallons at the wastewater treatment plant in June, of this 6.7 million was received from Mantorville.
- We received 7.5" of rain on June 28, this amount overwhelmed the sanitary sewer system and we had multiple backups in the city. On July 5th the city received an additional 3.8" of rain which affected the same areas as the week before. City crews were out and had placed pumps at various locations to try and ease the pressure on the system, the Minnesota Duty Officer was called and samples were taken.
- The support cable for the Mixers/Aerators in the 4.3 million gallon retention basin broke. With the high flows the tank has been in use and we are unable to inspect.
- Hansen Hauling and Excavation is working on the removal of the biosolids from the reed beds, they will be back near the end of August.
- The fine screen at the wastewater treatment plant had two of the ribs on the basket break off; a new basket has been received and will be installed next week.
- Mixer 3 in the mixing tanks needs to be replaced, a new one has been ordered and shipping date is 9-12-19

Department Head Meeting

July 18, 2019

Park Department

1. Aquatic Center – We have had some great days in July for attendance and some poor ones in June. There has been a couple of max capacity days here in July. On average per day, we have around 400 – 600 patrons visit the pool. Concession Stand has been very busy.
2. June Storm Damage in Parks and Aquatic Center- At the Aquatic Center we had an entire base pole and frame along with the canvas umbrella damaged. We also had around 25 – 30 white lounge chairs broken from the storm. Total estimated damaged for both was around \$6,600.00. We also had an adjuster from the league look at all of our park building roofs and shelters. The Park Maintenance building roof has leakage so we will need to get 3 estimates to replace that roof.
3. Park Projects – A. Lions Park Shelter we still need to pour cement floor. I have a call into Stone by Stone to see when he can get here to get the floor poured. The electric is all complete except where the serving bench will be to install the outlets . Hopefully, we can get this project done this early fall. B. We received our replacement parts for the Lions Park Playground modular which we had cracks over the winter on some pieces of equipment. The warranty did cover the cost for the parts. C. We are currently working with MNDot and Sargeants Landscaping on the project by Kasson Car Care. MNDot will marks the area, we will dig and prep bedding, Sargeants will plants and then we will mulch everything when they are done. D. Need to order modular and picnic shelter for Kasson Meadows Park which we will install in the fall. E. North 2 ballfield outfield fencing replacement this fall. Joint ventures will help pay for total cost. F. Two Park signs for Meadowland Park and Kasson J. Hyde Park to install.
4. Tree and Stump Removals – We have 95% of the stumps grinded out but no dirt filled into the holes because of no dry dirt. We have had some trees that split or had to be removed because the storms, so we still will have to take down some trees and grind those stumps also.
5. Will be working on 2020 budgets items for Budget committee review .

Liquor Store Report July 2019

Our Chamber after hours at the Aquatic Center was well attended.

We had an in store tasting of Oliver ^{Wine} on June 14. We sold a case and a half of the product that day.

Because it's July, the cooler broke. Thankfully, this year it was "just" the thermostat, and not the compressor.

Mandatory server training will be held Monday, July 22 at 6:00 pm at Kasson Fire Hall. Liquor store employees and representatives from KFD will attend.

The weather.

Budget work has begun.

Theresa will be missed.

City Wide Department Head Meeting

2:30pm July 18, 2019

KPL Report

1. Summer Reading Program has been a huge success:
 - a. Children registered: 540
 - b. Teens registered (ages 12 – 18) 70 (record)
 - c. Seniors (19 and up) 107 (record)
 - d. Total: 717 registered
2. Contest registrations for last week: 2,028
 - a. Contests were: Where's Rocket and Coloring contest and prizes of Pizza/Ice Cream were giveaways
3. Storytimes participants: 163 children
4. Fun Fridays for the month of June:
 - a. Kick off party: 402
 - b. Meet a Bagpiper: 98
 - c. Jason the Juggler: 420
 - d. Minnesota ZooMobile: 491
 - e. Total for June Fun Fridays: 1,534!
5. Friday, July 12th, Friends of the KPL hosted Minnesota Author, William Kent Krueger, to a group of 179 interested area people.
6. Thursday and Friday, July 25 and 26 will be "Points-For-Prizes Store" for the SRP readers from 3:00pm to 7:00pm both days in the community room at KPL. We are always looking for volunteers for these two days! If anyone is interested, please contact Nancy Hackenmiller at KPL.
7. I would like to publicly Thank Phoebe Hunter-DeCook and her two daughters for planting the wild flowers around the "rock" in front of KPL and in the back of KPL. "Great Job!" They planted the flowers last year, also. It was a homeschooler project for the two girls.

Thanks,
Art

8. Fire Dept has key for lockbox.

Kasson Fire Department – Monthly Meeting
JULY 01, 2019 - 1900

Meeting Called to Order: Chief Fitch

Roll Call

Minutes of the previous Meeting: Read and Approved

Treasurer's Report – Relief General Fund: \$ 14,441.95

Appointment of Entertainment: (AUG) R. Gannon / D. Griffin

Drill(s):

JUL 15 1800 Ropes Training

JUL 22 1800 Ropes Training

FYI KFD will be scheduling a Dept training for CEVO via SEEMS

Guest(s): N/A

Old Business:

- PUB EDUCATION OPPORTUNITY – HAYFIELD SCHOOL
 - JUNE 20TH 0815 HOURS
 - Comment/follow-up
 - R. Raatz commented that it was an interesting group with lots of questions
- BENEFICIARY UPDATE FORMS
 - Chief Fitch provided reminded to staff
 - Get it completed and return
- CITY LIABILITY FORM
 - Chief Fitch provided reminded to staff
 - Get it completed and return
 - Or let Chief know that you will not be completing
- CPR
 - Chief Fitch requested new staff to make copy and turn into Training Officer or Chief for personnel file
- EMR
 - Chief Fitch made inquiry as to status of new staff training/progress
- KM BIKE RODEO
 - KM Community Ed Building
 - June 5th 1800 hours
 - Comments / Follow – up
 - Deputy Chief Seljan offered positive reception
- HAYFIELD CHICKEN FRY
 - Grand Parade
 - July 13th 1400 hours
 - Contact Chief Fitch if interested
- NEW FIRE GLOVES
 - Deputy Chief Seljan commented that gloves are ordered – will advise staff upon arrival
- DUTY SHIRT
 - L. Derby – made comment on status
 - Additional opportunity – See sample / KFD will not be covering cost

Personnel:

- o N/A

Relief Updates:

- o DANCE/RAFFLE 2019
 - Relief Pres. McAndrews provided a general update to the Dept on the status and progress to date
 - Number of tickets: out as well as those to be distributed

=====

- Apparatus / Other Status Reports
 - ☐ Rescue X
 - ☐ Engine I OUT OF SERVICE
 - ☐ Engine II X
 - ☐ Tanker I X
 - ☐ Tanker II PUMP ISSUES
 - ☐ Ladder I X
 - ☐ Grass Rig X
 - ☐ Utility X
 - ☐ EMR Unit X
 - ☐ HAZMAT X

Bills Reviews by Relief:

- Approved

Review of Calls:

- Calls for June
 - o EMS 34
 - o MVA 1
 - o Rescue 3
 - o Fire 2

Good of the Assoc: N/A

Meeting Adjourned

Respectfully Submitted: Steven R. Jurrens, Sec / Treas '19
Krista Weigel, Emergency Services Administrative Assistant

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

_____	_____
_____	_____
_____	_____

FINANCE DIRECTOR REPORT

July 18, 2019

1. June Financials
2. Budget questions
3. Load controllers
4. Flooding work/support- info needed
5. *Safety + Risk Management*
6. *Newsletter*

Cash and Investment Summary Draft						
Jun-19		1010	1011	1040	1041	TOTAL
			CASH-			
		CASH	Debt Service	Investments	Money Markets	
101 General Fund		911,538		938,000	1,052	1,850,590
210 STABILIZATION FUND		176,825		-	-	176,825
211 Library Fund		179,361		-	-	179,361
225 EDA Financial Assistance Fund		73,361		75,000	162	148,523
247 Assisted Living		-				-
248 Downtown		11				11
249 TIF		96,659				96,659
290 Economic Development		40,525		-		40,525
382 16th St NE		49,240				49,240
385 Aquatic Center		183,841				183,841
386 Fire Truck and Equipment		59,269				59,269
389 Oppidan Assessment		30,288				30,288
391 Oppidan/Folkestad TIF		176,560		745,000	5	921,565
392 GO Refunding 2015A		255,498				255,498
393 2017 Street Assessment Project		250,264		284,000	115	534,379
401 Permanent Revolving Impr Fund		62,021		902,750	450	965,221
412 16th St NE		(55,140)				(55,140)
423 3-4-5		(55,190)				(55,190)
424 Hwy 57		(102,084)				(102,084)
426 16th St NW		(10,709)				(10,709)
601 Water Fund		33,388	252,388	373,950	93	659,819
602 Sewer Fund		(19,227)	391,863	1,735,000	75	2,107,712
604 Electric Fund		91,459	44,599	2,737,800	1,024	2,874,883
605 Storm Water		107,565	117,985	950,000	214	1,175,763
606 ICE ARENA		(59,772)		-	-	(59,772)
609 Liquor Fund		36,102		469,800	725	506,627
610 Maple Grove Cemetery		42,774		100,999	240	144,013
875 Community Policing Fund		11,545		-		11,545
877 Festival in Park Fund		11,567				11,567
		2,577,540	806,836	9,312,299	4,155	12,700,830

Investments 2nd Qtr 2019

APRIL

PURCHASED

RBC-Silvergate	393	\$49,000
RBC-Silvergate	601	\$24,500
RBC-Silvergate	609	\$73,500
RBC-Silvergate	610	\$98,000

TRANSFERRED

4M- Fin Fed	101	-\$236,000
4M- Fin Fed	601	\$118,000
4M- Fin Fed	604	\$118,000
MBS-WF	601	\$75,000
MBS-WF	605	-\$75,000

CALLED

RBC-First United	393	\$49,000
RBC-First United	601	\$24,500
RBC-First United	609	\$73,500
RBC-First United	610	\$98,000

MAY

JUNE

SALE

RBC-Compass	609	-\$60,000
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PURCHASED

RBC-Bk of India	609	\$60,000
RBC-Bk of India	604	\$86,000

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CITY OF KASSON
Income Statement by Department
For the Accounting Period: 5 / 19

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101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Government Wide						
3101 CURRENT AD VALOREM TAXES	0.00		0.00		1,912,818.00	-1,912,818.00
3107 ABATEMENT LEVY	0.00		0.00		5,897.00	-5,897.00
3210 BUSINESS LICENSES/PERMITS	600.00	0.20	7,895.00	0.56	13,500.00	-5,605.00
3341 LOCAL GOVERNMENT AID	0.00		0.00		1,080,311.00	-1,080,311.00
3349 MISCELLANEOUS STATE GRANT	0.00		0.00		3,869.00	-3,869.00
3410 CHARGES FOR SERVICES	0.00		5.66		2,000.00	-1,994.34
3415 CITY HALL RENT	0.00		0.00		100.00	-100.00
3621 INTEREST EARNED	1,938.97	0.64	6,496.57	0.46	13,000.00	-6,503.43
3622 RENTS AND ROYALTIES	300.00	0.10	1,500.00	0.11	0.00	1,500.00
3624 MISC REVENUE - REFUNDS	30.00	0.01	90.00	0.01	1,000.00	-910.00
3626 MONEY MARKET INTEREST	16.06	0.01	84.84	0.01	0.00	84.84
3921 TRANSFER FROM OTHER FUNDS	0.00		0.00		16,000.00	-16,000.00
Total Department	2,885.03	0.95	16,072.07	1.14	3,048,495.00	-3,032,422.93
Planning and Zoning						
3413 ZONING/SUBDIVISION FEES	2,000.00	0.66	5,700.00	0.40	2,000.00	3,700.00
3624 MISC REVENUE - REFUNDS	400.00	0.13	2,000.00	0.14	4,000.00	-2,000.00
Total Department	2,400.00	0.79	7,700.00	0.54	6,000.00	1,700.00
Cable TV						
3495 FRANCHISE ROW USE	1,880.33	0.62	49,938.37	3.53	60,000.00	-10,061.63
Total Department	1,880.33	0.62	49,938.37	3.53	60,000.00	-10,061.63
Police						
3345 POLICE/FIRE STATE AIDS	0.00		0.00		61,000.00	-61,000.00
3349 MISCELLANEOUS STATE GRANT	0.00		0.00		4,500.00	-4,500.00
3369 OTHER COUNTY GRANT	0.00		0.00		58,000.00	-58,000.00
3420 PUBLIC SAFETY	0.00		119.68	0.01	200.00	-80.32
3511 COURT FINES	2,373.03	0.78	8,736.49	0.62	13,000.00	-4,263.51
3623 CONTR/DONATION FROM PRIVA	0.00		400.00	0.03	0.00	400.00
3624 MISC REVENUE - REFUNDS	2,450.00	0.81	3,845.00	0.27	3,000.00	845.00
Total Department	4,823.03	1.59	13,101.17	0.93	139,700.00	-126,598.83
Fire						
3340 STATE GRANTS & AIDS	0.00		2,500.00	0.18	0.00	2,500.00
3346 STATE FIRE AID	0.00		2,000.00	0.14	40,000.00	-38,000.00
3349 MISCELLANEOUS STATE GRANT	2,108.35	0.70	2,108.35	0.15	7,000.00	-4,891.65
3421 Fire Contracts	2,170.00	0.72	35,920.16	2.54	36,470.00	-549.84
3422 SPECIAL FIRE PROTECTION S	1,607.50	0.53	7,867.50	0.56	15,000.00	-7,132.50
3623 CONTR/DONATION FROM PRIVA	0.00		11,270.00	0.80	8,000.00	3,270.00
3624 MISC REVENUE - REFUNDS	0.00		0.00		5,000.00	-5,000.00

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CITY OF KASSON
Income Statement by Department
For the Accounting Period: 5 / 19

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101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Total Department	5,885.85	1.95	61,666.01	4.36	111,470.00	-49,803.99
Building Inspection						
3220 NON-BUSINESS LICENSES & P	16,308.86	5.39	36,059.24	2.55	68,858.00	-32,798.76
3414 PLAN CHECK FEES	6,705.93	2.22	18,384.55	1.30	34,000.00	-15,615.45
3416 MECHANICAL INSPECTION FEE	773.00	0.26	3,094.00	0.22	4,000.00	-906.00
3417 PLUMBING INSPECTION FEES	360.00	0.12	1,859.00	0.13	2,500.00	-641.00
Total Department	24,147.79	7.99	59,396.79	4.20	109,358.00	-49,961.21
Animal Control						
3220 NON-BUSINESS LICENSES & P	185.00	0.06	310.00	0.02	1,700.00	-1,390.00
3514 OTHER FINES	0.00		0.00		2,500.00	-2,500.00
Total Department	185.00	0.06	310.00	0.02	4,200.00	-3,890.00
Highways, Streets, Roadways						
3364 COUNTY MUNICIPAL STATE AI	0.00		36,688.50	2.59	72,640.00	-35,951.50
3911 SALES OF FIXED ASSETS	2,265.92	0.75	2,265.92	0.16	0.00	2,265.92
Total Department	2,265.92	0.75	38,954.42	2.75	72,640.00	-33,685.58
Street Lighting						
3921 TRANSFER FROM OTHER FUNDS	0.00		0.00		55,000.00	-55,000.00
Total Department					55,000.00	-55,000.00
Parks and Recreation						
3470 PARKLAND FEES	8,800.00	2.91	8,800.00	0.62	0.00	8,800.00
3622 RENTS AND ROYALTIES	359.40	0.12	974.07	0.07	2,700.00	-1,725.93
3911 SALES OF FIXED ASSETS	5,500.00	1.82	5,500.00	0.39	0.00	5,500.00
Total Department	14,659.40	4.85	15,274.07	1.08	2,700.00	12,574.07
Swimming Pool						
3472 SWIMMING POOL FEES DAILY	2,044.25	0.68	2,044.25	0.14	106,000.00	-103,955.75
3474 CONCESSIONS	1,187.91	0.39	1,187.91	0.08	40,000.00	-38,812.09
3475 LESSONS	16,060.00	5.31	17,500.00	1.24	20,000.00	-2,500.00
3478 FACILITY RENTAL	0.00		0.00		3,500.00	-3,500.00
3480 SWIM PASSES	29,765.12	9.84	33,392.59	2.36	70,000.00	-36,607.41
3481 TINY TOTS	1,420.00	0.47	1,500.00	0.11	0.00	1,500.00
3482 SWIM TEAM	745.05	0.25	782.30	0.06	1,500.00	-717.70
3794 CASH OVER	-766.64	-0.25	-766.64	-0.05	0.00	-766.64
Total Department	50,455.69	16.69	55,640.41	3.93	241,000.00	-185,359.59

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Income Statement by Department
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101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Other Recreational Facilities						
3471 OTHER ORGANIZED ACTIVITIE	0.00		0.00		500.00	-500.00
3473 PLAYGROUND FEES	23.28	0.01	118.27	0.01	500.00	-381.73
3479 SOFTBALL FEES	0.00		3,352.74	0.24	5,100.00	-1,747.26
Total Department	23.28	0.01	3,471.01	0.25	6,100.00	-2,628.99
Park Areas						
3474 CONCESSIONS	0.00		0.00		3,500.00	-3,500.00
3623 CONTR/DONATION FROM PRIVA	0.00		3,000.00	0.21	0.00	3,000.00
Total Department			3,000.00	0.21	3,500.00	-500.00
Total Revenue	109,611.32	100.00	324,524.32	100.00	3,860,163.00	-3,535,638.68
Expenses						
Council						
Council						
101 FULL-TIME EMPLOYEES - REGULAR	1,881.25	0.62	9,639.04	0.68	30,750.00	21,110.96
102 FULL-TIME EMPLOYEES - OVERTIME	80.43	0.03	364.96	0.03	0.00	-364.96
121 EMPLOYER PERA CONTRIBUTIONS	147.12	0.05	598.99	0.04	1,626.00	1,027.01
122 EMPLOYER FICA CONTRIBUTIONS	111.02	0.04	573.45	0.04	1,907.00	1,333.55
123 EMPLOYER MEDICARE CONTRIBUTION	25.98	0.01	134.21	0.01	446.00	311.79
130 EMPLOYER PAID INSURANCE	442.83	0.15	2,033.94	0.14	4,800.00	2,766.06
150 WORKER'S COMPENSATION	0.00		163.00	0.01	150.00	-13.00
160 LIABILITY INSURANCE	0.00		1,544.84	0.11	4,000.00	2,455.16
210 OPERATING SUPPLIES	0.00		61.20		150.00	88.80
304 LEGAL FEES	435.00	0.14	1,889.00	0.13	11,000.00	9,111.00
333 STAFF MEETINGS & CONFERENCES	0.00		1,947.43	0.14	2,000.00	52.57
334 MEMBERSHIP DUES AND FEES	0.00		3,216.50	0.23	4,500.00	1,283.50
351 LEGAL NOTICES PUBLISHING	90.00	0.03	90.00	0.01	400.00	310.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		1,100.00	1,100.00
430 OTHER SERVICE/CHARGES-MISC.	29.85	0.01	10,104.18	0.71	23,000.00	12,895.82
Account Total						
	3,243.48	1.07	32,360.74	2.29	85,829.00	53,468.26
Total Department	3,243.48	1.07	32,360.74	2.29	85,829.00	53,468.26
Ordinances and Proceedings						
Ordinances and Proceedings						
353 ORDINANCE PUBLICATION	0.00		0.00		3,500.00	3,500.00
430 OTHER SERVICE/CHARGES-MISC.	543.00	0.18	543.00	0.04	1,000.00	457.00
Account Total						
	543.00	0.18	543.00	0.04	4,500.00	3,957.00
Total Department	543.00	0.18	543.00	0.04	4,500.00	3,957.00
Mayor						
Mayor						
101 FULL-TIME EMPLOYEES - REGULAR	0.00		0.00		4,800.00	4,800.00
122 EMPLOYER FICA CONTRIBUTIONS	0.00		0.00		298.00	298.00
123 EMPLOYER MEDICARE CONTRIBUTION	0.00		0.00		70.00	70.00
Account Total						
					5,168.00	5,168.00
Total Department					5,168.00	5,168.00

CITY OF KASSON
Income Statement by Department
For the Accounting Period: 5 / 19

101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
City Clerk						
City Clerk						
101 FULL-TIME EMPLOYEES - REGULAR	13,202.32	4.37	46,522.73	3.29	125,700.00	79,177.27
102 FULL-TIME EMPLOYEES - OVERTIME	64.43	0.02	292.05	0.02	0.00	-292.05
121 EMPLOYER PERA CONTRIBUTIONS	992.59	0.33	3,499.95	0.25	9,429.00	5,929.05
122 EMPLOYER FICA CONTRIBUTIONS	772.82	0.26	2,879.62	0.20	7,793.00	4,913.38
123 EMPLOYER MEDICARE CONTRIBUTION	180.79	0.06	673.53	0.05	1,823.00	1,149.47
130 EMPLOYER PAID INSURANCE	2,167.09	0.72	9,215.33	0.65	21,000.00	11,784.67
150 WORKER'S COMPENSATION	-22.00	-0.01	827.00	0.06	600.00	-227.00
160 LIABILITY INSURANCE	0.00		45.72		80.00	34.28
210 OPERATING SUPPLIES	610.52	0.20	1,849.27	0.13	4,000.00	2,150.73
216 PERIODICALS	0.00		0.00		220.00	220.00
220 REPAIR/MAINTENANCE SUPPLIES	47.14	0.02	107.90	0.01	1,000.00	892.10
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		3,500.00	3,500.00
321 TELEPHONE	601.16	0.20	2,329.56	0.16	6,900.00	4,570.44
325 COMMUNICATION-OTHER	0.00		578.82	0.04	2,400.00	1,821.18
331 TRAVEL/MILEAGE	243.36	0.08	271.84	0.02	600.00	328.16
332 ADMINISTRATOR MEETINGS &	218.03	0.07	905.21	0.06	3,500.00	2,594.79
333 STAFF MEETINGS & CONFERENCES	185.23	0.06	2,542.95	0.18	5,000.00	2,457.05
334 MEMBERSHIP DUES AND FEES	617.05	0.20	3,980.45	0.28	5,400.00	1,419.55
343 OTHER ADVERTISING	15.40	0.01	61.60		1,200.00	1,138.40
351 LEGAL NOTICES PUBLISHING	0.00		0.00		200.00	200.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		80.00	80.00
360 INSURANCE	0.00		1,616.07	0.11	3,300.00	1,683.93
400 REPAIRS & MAINTENANCE	0.00		0.00		1,000.00	1,000.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		64.29		900.00	835.71
440 PROFESSIONAL SERVICES	124.20	0.04	1,251.00	0.09	1,900.00	649.00
444 OTHER CONTRACTUAL SERVICES	513.02	0.17	2,989.13	0.21	0.00	-2,989.13
Account Total						
	20,533.15	6.79	82,504.02	5.83	207,525.00	125,020.98
Total Department	20,533.15	6.79	82,504.02	5.83	207,525.00	125,020.98
Elections						
Elections						
101 FULL-TIME EMPLOYEES - REGULAR	376.45	0.12	1,378.78	0.10	3,350.00	1,971.22
102 FULL-TIME EMPLOYEES - OVERTIME	15.98	0.01	73.35	0.01	0.00	-73.35
121 EMPLOYER PERA CONTRIBUTIONS	29.45	0.01	108.95	0.01	251.00	142.05
122 EMPLOYER FICA CONTRIBUTIONS	22.21	0.01	80.67	0.01	208.00	127.33
123 EMPLOYER MEDICARE CONTRIBUTION	5.20		18.84		49.00	30.16
130 EMPLOYER PAID INSURANCE	88.54	0.03	407.12	0.03	960.00	552.88
150 WORKER'S COMPENSATION	22.00	0.01	22.00		0.00	-22.00
Account Total						
	559.83	0.19	2,089.71	0.15	4,818.00	2,728.29
Total Department	559.83	0.19	2,089.71	0.15	4,818.00	2,728.29
Accounting						
Accounting						
301 AUDITING/ACCOUNTING	-200.00	-0.07	4,940.00	0.35	4,900.00	-40.00
351 LEGAL NOTICES PUBLISHING	172.50	0.06	330.00	0.02	1,600.00	1,270.00
Account Total						
	-27.50	-0.01	5,270.00	0.37	6,500.00	1,230.00
Total Department	-27.50	-0.01	5,270.00	0.37	6,500.00	1,230.00

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Income Statement by Department
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101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Assessing						
Assessing						
305 ASSESSING FEES	0.00		30,809.00	2.18	30,809.00	0.00
351 LEGAL NOTICES PUBLISHING	0.00		0.00		300.00	300.00
Account Total			30,809.00	2.18	31,109.00	300.00
Total Department			30,809.00	2.18	31,109.00	300.00
Law-Legal Services						
Law-Legal Services						
304 LEGAL FEES	3,603.75	1.19	16,091.50	1.14	35,000.00	18,908.50
Account Total	3,603.75	1.19	16,091.50	1.14	35,000.00	18,908.50
Total Department	3,603.75	1.19	16,091.50	1.14	35,000.00	18,908.50
Planning and Zoning						
Planning & Zoning						
101 FULL-TIME EMPLOYEES - REGULAR	118.50	0.04	118.50	0.01	0.00	-118.50
121 EMPLOYER PERA CONTRIBUTIONS	8.89		8.89		0.00	-8.89
122 EMPLOYER FICA CONTRIBUTIONS	7.35		7.35		0.00	-7.35
123 EMPLOYER MEDICARE CONTRIBUTION	1.72		1.72		0.00	-1.72
150 WORKER'S COMPENSATION	0.00		0.00		200.00	200.00
210 OPERATING SUPPLIES	12.48		231.28	0.02	500.00	268.72
304 LEGAL FEES	4,638.00	1.53	13,573.30	0.96	7,500.00	-6,073.30
321 TELEPHONE	21.37	0.01	85.60	0.01	250.00	164.40
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		2,000.00	2,000.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		1,500.00	1,500.00
351 LEGAL NOTICES PUBLISHING	0.00		322.50	0.02	1,000.00	677.50
352 GENERAL NOTICE/PUBLIC INFO	7.50		7.50		0.00	-7.50
360 INSURANCE	0.00		1,392.74	0.10	4,400.00	3,007.26
440 PROFESSIONAL SERVICES	2,964.57	0.98	6,454.24	0.46	37,000.00	30,545.76
444 OTHER CONTRACTUAL SERVICES	384.76	0.13	2,241.87	0.16	0.00	-2,241.87
Account Total	8,165.14	2.70	24,445.49	1.73	54,350.00	29,904.51
Total Department	8,165.14	2.70	24,445.49	1.73	54,350.00	29,904.51
Data Processing						
Data Processing						
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,000.00	1,000.00
309 EDP, SOFTWARE & DESIGN	1,500.00	0.50	2,532.95	0.18	4,500.00	1,967.05
370 MAINTENANCE/SUPPORT FEES	1,350.00	0.45	3,143.50	0.22	5,700.00	2,556.50
400 REPAIRS & MAINTENANCE	0.00		165.60	0.01	1,000.00	834.40
Account Total	2,850.00	0.94	5,842.05	0.41	12,200.00	6,357.95
Total Department	2,850.00	0.94	5,842.05	0.41	12,200.00	6,357.95
General Govt Building						
General Govt Buildings						
103 PART-TIME EMPLOYEES	365.24	0.12	1,220.60	0.09	4,300.00	3,079.40
121 EMPLOYER PERA CONTRIBUTIONS	27.40	0.01	91.50	0.01	323.00	231.50
122 EMPLOYER FICA CONTRIBUTIONS	22.15	0.01	73.46	0.01	267.00	193.54
123 EMPLOYER MEDICARE CONTRIBUTION	5.18		17.21		62.00	44.79
150 WORKER'S COMPENSATION	0.00		267.00	0.02	250.00	-17.00
210 OPERATING SUPPLIES	0.00		102.80	0.01	300.00	197.20
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		250.00	250.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		800.00	800.00
360 INSURANCE	0.00		208.04	0.01	2,800.00	2,591.96

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101 General Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
380 UTILITY SERVICES	577.40	0.19	2,535.08	0.18	6,000.00	3,464.92
400 REPAIRS & MAINTENANCE	0.00		0.00		4,000.00	4,000.00
410 RENTALS	26.95	0.01	224.94	0.02	700.00	475.06
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		300.00	300.00
Account Total						
	1,024.32	0.34	4,740.63	0.34	20,352.00	15,611.37
Total Department	1,024.32	0.34	4,740.63	0.34	20,352.00	15,611.37
General Engineering						
General Engineering						
303 ENGINEERING FEES	4,392.50	1.45	7,789.00	0.55	15,000.00	7,211.00
Account Total						
	4,392.50	1.45	7,789.00	0.55	15,000.00	7,211.00
Total Department	4,392.50	1.45	7,789.00	0.55	15,000.00	7,211.00
Police						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	365.18	0.12	1,395.44	0.10	3,500.00	2,104.56
121 EMPLOYER PERA CONTRIBUTIONS	27.40	0.01	104.69	0.01	263.00	158.31
122 EMPLOYER FICA CONTRIBUTIONS	22.13	0.01	83.95	0.01	217.00	133.05
123 EMPLOYER MEDICARE CONTRIBUTION	5.18		19.62		51.00	31.38
Account Total						
	419.89	0.14	1,603.70	0.11	4,031.00	2,427.30
Police						
101 FULL-TIME EMPLOYEES - REGULAR	78,824.74	26.07	285,639.13	20.20	722,518.00	436,878.87
102 FULL-TIME EMPLOYEES - OVERTIME	2,878.93	0.95	8,444.81	0.60	11,500.00	3,055.19
103 PART-TIME EMPLOYEES	1,294.00	0.43	4,565.26	0.32	45,000.00	40,434.74
104 Canine	346.08	0.11	1,268.96	0.09	3,000.00	1,731.04
121 EMPLOYER PERA CONTRIBUTIONS	13,395.88	4.43	48,375.83	3.42	123,591.00	75,215.17
122 EMPLOYER FICA CONTRIBUTIONS	422.57	0.14	1,680.63	0.12	8,000.00	6,319.37
123 EMPLOYER MEDICARE CONTRIBUTION	1,169.81	0.39	4,201.72	0.30	9,818.00	5,616.28
130 EMPLOYER PAID INSURANCE	11,987.48	3.96	54,995.14	3.89	118,412.00	63,416.86
150 WORKER'S COMPENSATION	0.00		37,901.00	2.68	27,000.00	-10,901.00
160 LIABILITY INSURANCE	0.00		160.00	0.01	350.00	190.00
210 OPERATING SUPPLIES	148.69	0.05	6,112.76	0.43	9,000.00	2,887.24
212 MOTOR FUELS	0.00		5,689.78	0.40	13,000.00	7,310.22
214 UNIFORMS	0.00		1,470.29	0.10	4,000.00	2,529.71
220 REPAIR/MAINTENANCE SUPPLIES	694.61	0.23	855.88	0.06	1,000.00	144.12
240 SMALL TOOLS/MINOR EQUIPMENT	624.00	0.21	821.39	0.06	9,000.00	8,178.61
304 LEGAL FEES	45.00	0.01	124.75	0.01	0.00	-124.75
309 EDP, SOFTWARE & DESIGN	0.00		0.00		350.00	350.00
321 TELEPHONE	1,579.96	0.52	6,464.30	0.46	18,577.00	12,112.70
325 COMMUNICATION-OTHER	89.87	0.03	182.00	0.01	900.00	718.00
333 STAFF MEETINGS & CONFERENCES	2,726.18	0.90	6,949.37	0.49	8,000.00	1,050.63
334 MEMBERSHIP DUES AND FEES	0.00		7,754.30	0.55	9,000.00	1,245.70
343 OTHER ADVERTISING	0.00		0.00		250.00	250.00
360 INSURANCE	0.00		11,528.96	0.82	20,400.00	8,871.04
370 MAINTENANCE/SUPPORT FEES	0.00		171.89	0.01	12,500.00	12,328.11
380 UTILITY SERVICES	524.55	0.17	2,940.89	0.21	7,200.00	4,259.11
400 REPAIRS & MAINTENANCE	434.50	0.14	2,510.36	0.18	10,000.00	7,489.64
410 RENTALS	0.00		13.20		0.00	-13.20
430 OTHER SERVICE/CHARGES-MISC.	640.00	0.21	2,467.23	0.17	6,000.00	3,532.77
440 PROFESSIONAL SERVICES	318.75	0.11	5,152.85	0.36	1,500.00	-3,652.85
444 OTHER CONTRACTUAL SERVICES	0.00		794.00	0.06	0.00	-794.00

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101 General Fund

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Account Total	118,145.60	39.07	509,236.68	36.01	1,199,866.00	690,629.32
Total Department	118,565.49	39.21	510,840.38	36.12	1,203,897.00	693,056.62
Fire						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	36.49	0.01	109.54	0.01	1,500.00	1,390.46
121 EMPLOYER PERA CONTRIBUTIONS	2.73		8.21		109.00	100.79
122 EMPLOYER FICA CONTRIBUTIONS	2.26		6.64		93.00	86.36
123 EMPLOYER MEDICARE CONTRIBUTION	0.53		1.55		22.00	20.45
Account Total	42.01	0.01	125.94	0.01	1,724.00	1,598.06
Fire						
101 FULL-TIME EMPLOYEES - REGULAR	486.21	0.16	2,571.80	0.18	50,000.00	47,428.20
121 EMPLOYER PERA CONTRIBUTIONS	36.46	0.01	192.90	0.01	525.00	332.10
122 EMPLOYER FICA CONTRIBUTIONS	29.03	0.01	153.44	0.01	434.00	280.56
123 EMPLOYER MEDICARE CONTRIBUTION	6.79		35.87		702.00	666.13
130 EMPLOYER PAID INSURANCE	86.47	0.03	466.82	0.03	1,300.00	833.18
150 WORKER'S COMPENSATION	0.00		14,860.00	1.05	13,150.00	-1,710.00
160 LIABILITY INSURANCE	0.00		22.86		50.00	27.14
210 OPERATING SUPPLIES	247.54	0.08	1,977.71	0.14	7,520.00	5,542.29
212 MOTOR FUELS	124.30	0.04	497.30	0.04	2,700.00	2,202.70
214 UNIFORMS	0.00		0.00		3,000.00	3,000.00
216 PERIODICALS	0.00		46.00		500.00	454.00
220 REPAIR/MAINTENANCE SUPPLIES	28.87	0.01	467.17	0.03	4,000.00	3,532.83
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		15,835.98	1.12	35,000.00	19,164.02
321 TELEPHONE	182.99	0.06	732.58	0.05	2,500.00	1,767.42
325 COMMUNICATION-OTHER	0.00		150.00	0.01	0.00	-150.00
330 TRAINING	510.00	0.17	853.75	0.06	15,000.00	14,146.25
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		6,000.00	6,000.00
334 MEMBERSHIP DUES AND FEES	0.00		489.00	0.03	2,500.00	2,011.00
343 OTHER ADVERTISING	150.00	0.05	150.00	0.01	300.00	150.00
360 INSURANCE	0.00		2,139.64	0.15	7,620.00	5,480.36
370 MAINTENANCE/SUPPORT FEES	0.00		0.00		400.00	400.00
380 UTILITY SERVICES	519.71	0.17	4,271.48	0.30	10,000.00	5,728.52
400 REPAIRS & MAINTENANCE	0.00		1,141.99	0.08	7,000.00	5,858.01
430 OTHER SERVICE/CHARGES-MISC.	15.00		2,291.96	0.16	46,000.00	43,708.04
444 OTHER CONTRACTUAL SERVICES	0.00		1,735.00	0.12	5,000.00	3,265.00
Account Total	2,423.37	0.80	51,083.25	3.61	221,201.00	170,117.75
Total Department	2,465.38	0.82	51,209.19	3.62	222,925.00	171,715.81
Building Inspection						
Building Inspection						
331 TRAVEL/MILEAGE	288.26	0.10	1,097.36	0.08	3,200.00	2,102.64
444 OTHER CONTRACTUAL SERVICES	4,217.17	1.39	14,381.36	1.02	45,000.00	30,618.64
Account Total	4,505.43	1.49	15,478.72	1.09	48,200.00	32,721.28
Total Department	4,505.43	1.49	15,478.72	1.09	48,200.00	32,721.28
Animal Control						

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101 General Fund

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	Period to Date	%	Year-To-Date	%		
Animal Control						
210 OPERATING SUPPLIES	0.00		0.00		175.00	175.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		150.00	150.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		2,000.00	2,000.00
Account Total					2,325.00	2,325.00
Total Department					2,325.00	2,325.00
Highways, Streets, Roadways						
Highways, Streets, Roadways						
101 FULL-TIME EMPLOYEES - REGULAR	12,647.29	4.18	46,288.24	3.27	109,700.00	63,411.76
103 PART-TIME EMPLOYEES	0.00		0.00		11,342.00	11,342.00
121 EMPLOYER PERA CONTRIBUTIONS	948.50	0.31	3,471.45	0.25	9,079.00	5,607.55
122 EMPLOYER FICA CONTRIBUTIONS	741.42	0.25	2,683.71	0.19	7,504.00	4,820.29
123 EMPLOYER MEDICARE CONTRIBUTION	173.40	0.06	627.65	0.04	1,755.00	1,127.35
130 EMPLOYER PAID INSURANCE	2,884.59	0.95	12,132.40	0.86	31,614.00	19,481.60
150 WORKER'S COMPENSATION	0.00		11,034.00	0.78	7,800.00	-3,234.00
210 OPERATING SUPPLIES	522.67	0.17	7,559.71	0.53	10,000.00	2,440.29
212 MOTOR FUELS	6.02		1,061.41	0.08	5,000.00	3,938.59
214 UNIFORMS	0.00		0.00		1,300.00	1,300.00
220 REPAIR/MAINTENANCE SUPPLIES	4,564.15	1.51	10,847.61	0.77	16,000.00	5,152.39
240 SMALL TOOLS/MINOR EQUIPMENT	19.96	0.01	106.98	0.01	3,000.00	2,893.02
321 TELEPHONE	127.99	0.04	496.09	0.04	2,310.00	1,813.91
325 COMMUNICATION-OTHER	0.00		15.00		0.00	-15.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		1,200.00	1,200.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		50.00	50.00
343 OTHER ADVERTISING	29.67	0.01	29.67		250.00	220.33
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		250.00	250.00
360 INSURANCE	0.00		2,846.68	0.20	6,000.00	3,153.32
380 UTILITY SERVICES	855.21	0.28	5,720.78	0.40	14,000.00	8,279.22
400 REPAIRS & MAINTENANCE	27.14	0.01	8,061.63	0.57	10,000.00	1,938.37
410 RENTALS	0.00		59.65		100.00	40.35
430 OTHER SERVICE/CHARGES-MISC.	517.68	0.17	1,488.99	0.11	2,500.00	1,011.01
431 Grants	2,654.28	0.88	2,654.28	0.19	0.00	-2,654.28
440 PROFESSIONAL SERVICES	1,000.00	0.33	1,000.00	0.07	1,500.00	500.00
444 OTHER CONTRACTUAL SERVICES	0.00		61.55		2,000.00	1,938.45
Account Total						
	27,719.97	9.17	118,247.48	8.36	254,254.00	136,006.52
Total Department	27,719.97	9.17	118,247.48	8.36	254,254.00	136,006.52
Paved Streets						
Paved Streets						
220 REPAIR/MAINTENANCE SUPPLIES	0.00		1,131.40	0.08	10,000.00	8,868.60
303 ENGINEERING FEES	1,440.00	0.48	15,210.72	1.08	41,000.00	25,789.28
400 REPAIRS & MAINTENANCE	0.00		0.00		151,268.00	151,268.00
Account Total						
	1,440.00	0.48	16,342.12	1.16	202,268.00	185,925.88
Total Department	1,440.00	0.48	16,342.12	1.16	202,268.00	185,925.88
Ice & Snow Removal						

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101 General Fund

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Ice & Snow Removal						
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		24,153.96	1.71	13,000.00	-11,153.96
121 EMPLOYER PERA CONTRIBUTIONS	0.00		1,811.48	0.13	975.00	-836.48
122 EMPLOYER FICA CONTRIBUTIONS	0.00		1,439.63	0.10	806.00	-633.63
123 EMPLOYER MEDICARE CONTRIBUTION	0.00		336.81	0.02	189.00	-147.81
130 EMPLOYER PAID INSURANCE	0.00		3,713.56	0.26	2,500.00	-1,213.56
150 WORKER'S COMPENSATION	0.00		1,081.00	0.08	1,000.00	-81.00
210 OPERATING SUPPLIES	27.75	0.01	6,717.19	0.47	8,000.00	1,282.81
212 MOTOR FUELS	0.00		21.23		1,000.00	978.77
220 REPAIR/MAINTENANCE SUPPLIES	709.60	0.23	14,556.94	1.03	20,000.00	5,443.06
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		506.93	0.04	500.00	-6.93
360 INSURANCE	0.00		137.76	0.01	300.00	162.24
400 REPAIRS & MAINTENANCE	27.14	0.01	2,568.36	0.18	8,200.00	5,631.64
410 RENTALS	0.00		0.00		50.00	50.00
430 OTHER SERVICE/CHARGES-MISC.	163.95	0.05	381.97	0.03	2,500.00	2,118.03
444 OTHER CONTRACTUAL SERVICES	0.00		1,485.00	0.11	5,000.00	3,515.00
Account Total						
	928.44	0.31	58,911.82	4.17	64,020.00	5,108.18
Total Department	928.44	0.31	58,911.82	4.17	64,020.00	5,108.18
Street Lighting						
Street Lighting						
380 UTILITY SERVICES	5,381.41	1.78	21,188.51	1.50	55,000.00	33,811.49
Account Total						
	5,381.41	1.78	21,188.51	1.50	55,000.00	33,811.49
Total Department	5,381.41	1.78	21,188.51	1.50	55,000.00	33,811.49
Sidewalks						
Sidewalks						
303 ENGINEERING FEES	220.00	0.07	440.00	0.03	0.00	-440.00
400 REPAIRS & MAINTENANCE	0.00		0.00		50,000.00	50,000.00
Account Total						
	220.00	0.07	440.00	0.03	50,000.00	49,560.00
Total Department	220.00	0.07	440.00	0.03	50,000.00	49,560.00
Waste Collection and Disposal						
Waste Collection & Disposal						
430 OTHER SERVICE/CHARGES-MISC.	42.20	0.01	1,714.28	0.12	9,800.00	8,085.72
Account Total						
	42.20	0.01	1,714.28	0.12	9,800.00	8,085.72
Total Department	42.20	0.01	1,714.28	0.12	9,800.00	8,085.72
Emer Mgmt/Health						
Emer Mgmt/Health						
210 OPERATING SUPPLIES	68.83	0.02	68.83		2,000.00	1,931.17
360 INSURANCE	0.00		356.86	0.03	760.00	403.14
380 UTILITY SERVICES	147.48	0.05	532.60	0.04	2,000.00	1,467.40
400 REPAIRS & MAINTENANCE	0.00		0.00		2,000.00	2,000.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		5,015.00	0.35	7,000.00	1,985.00
444 OTHER CONTRACTUAL SERVICES	0.00		670.40	0.05	1,000.00	329.60
Account Total						
	216.31	0.07	6,643.69	0.47	14,760.00	8,116.31
Total Department	216.31	0.07	6,643.69	0.47	14,760.00	8,116.31

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Parks and Recreation						
Parks & Recreation						
210 OPERATING SUPPLIES	12.48		181.16	0.01	500.00	318.84
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		100.00	100.00
321 TELEPHONE	334.67	0.11	1,349.00	0.10	4,500.00	3,151.00
325 COMMUNICATION-OTHER	0.00		35.00		100.00	65.00
333 STAFF MEETINGS & CONFERENCES	0.00		119.74	0.01	50.00	-69.74
334 MEMBERSHIP DUES AND FEES	0.00		360.00	0.03	500.00	140.00
410 RENTALS	0.00		0.00		30.00	30.00
430 OTHER SERVICE/CHARGES-MISC.	543.42	0.18	805.29	0.06	3,500.00	2,694.71
Account Total						
	890.57	0.29	2,850.19	0.20	9,280.00	6,429.81
Total Department	890.57	0.29	2,850.19	0.20	9,280.00	6,429.81
Playgrounds						
Playgrounds						
220 REPAIR/MAINTENANCE SUPPLIES	757.74	0.25	757.74	0.05	3,000.00	2,242.26
Account Total						
	757.74	0.25	757.74	0.05	3,000.00	2,242.26
Total Department	757.74	0.25	757.74	0.05	3,000.00	2,242.26
Swimming Pool						
Swimming Pool						
101 FULL-TIME EMPLOYEES - REGULAR	281.49	0.09	281.49	0.02	0.00	-281.49
102 FULL-TIME EMPLOYEES - OVERTIME	537.39	0.18	537.39	0.04	9,300.00	8,762.61
103 PART-TIME EMPLOYEES	4,091.94	1.35	4,091.94	0.29	141,500.00	137,408.06
121 EMPLOYER PERA CONTRIBUTIONS	61.41	0.02	61.41		0.00	-61.41
122 EMPLOYER FICA CONTRIBUTIONS	302.12	0.10	302.12	0.02	8,773.00	8,470.88
123 EMPLOYER MEDICARE CONTRIBUTION	70.67	0.02	70.67		2,052.00	1,981.33
130 EMPLOYER PAID INSURANCE	63.97	0.02	63.97		500.00	436.03
150 WORKER'S COMPENSATION	0.00		9,356.00	0.66	5,800.00	-3,556.00
210 OPERATING SUPPLIES	4,770.26	1.58	5,061.99	0.36	25,000.00	19,938.01
220 REPAIR/MAINTENANCE SUPPLIES	2,997.07	0.99	9,594.71	0.68	12,000.00	2,405.29
221 LG REPAIR/MAINT SUPPLIES	0.00		0.00		20,000.00	20,000.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,000.00	1,000.00
262 COST OF CONCESSIONS	4,320.47	1.43	4,320.47	0.31	25,000.00	20,679.53
321 TELEPHONE	69.90	0.02	279.79	0.02	1,100.00	820.21
343 OTHER ADVERTISING	0.00		0.00		150.00	150.00
344 PROMOTION	0.00		0.00		3,000.00	3,000.00
360 INSURANCE	0.00		1,331.44	0.09	3,300.00	1,968.56
370 MAINTENANCE/SUPPORT FEES	925.00	0.31	925.00	0.07	2,500.00	1,575.00
380 UTILITY SERVICES	950.87	0.31	2,697.12	0.19	65,000.00	62,302.88
400 REPAIRS & MAINTENANCE	7,670.12	2.54	7,680.12	0.54	4,000.00	-3,680.12
410 RENTALS	0.00		0.00		750.00	750.00
430 OTHER SERVICE/CHARGES-MISC.	700.00	0.23	3,296.68	0.23	10,000.00	6,703.32
Account Total						
	27,812.68	9.20	49,952.31	3.53	340,725.00	290,772.69
Total Department	27,812.68	9.20	49,952.31	3.53	340,725.00	290,772.69
Other Recreational Facilities						

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101 General Fund

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Other Recreational Facilities						
103 PART-TIME EMPLOYEES	0.00		0.00		3,000.00	3,000.00
122 EMPLOYER FICA CONTRIBUTIONS	0.00		0.00		186.00	186.00
123 EMPLOYER MEDICARE CONTRIBUTION	0.00		0.00		44.00	44.00
210 OPERATING SUPPLIES	248.49	0.08	808.74	0.06	8,500.00	7,691.26
214 UNIFORMS	39.94	0.01	389.94	0.03	500.00	110.06
220 REPAIR/MAINTENANCE SUPPLIES	107.80	0.04	1,573.27	0.11	5,500.00	3,926.73
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		2,341.00	0.17	2,850.00	509.00
333 STAFF MEETINGS & CONFERENCES	0.00		11.32		350.00	338.68
334 MEMBERSHIP DUES AND FEES	0.00		130.00	0.01	450.00	320.00
343 OTHER ADVERTISING	0.00		0.00		250.00	250.00
360 INSURANCE	0.00		225.24	0.02	2,000.00	1,774.76
380 UTILITY SERVICES	192.74	0.06	681.42	0.05	9,000.00	8,318.58
400 REPAIRS & MAINTENANCE	27.14	0.01	671.10	0.05	8,500.00	7,828.90
430 OTHER SERVICE/CHARGES-MISC.	0.00		450.00	0.03	3,000.00	2,550.00
444 OTHER CONTRACTUAL SERVICES	0.00		15,000.00	1.06	21,600.00	6,600.00
Account Total						
	616.11	0.20	22,282.03	1.58	65,730.00	43,447.97
Total Department	616.11	0.20	22,282.03	1.58	65,730.00	43,447.97
Park Areas						
Park Areas						
101 FULL-TIME EMPLOYEES - REGULAR	21,594.13	7.14	78,600.48	5.56	185,600.00	106,999.52
102 FULL-TIME EMPLOYEES - OVERTIME	0.00		115.26	0.01	2,000.00	1,884.74
103 PART-TIME EMPLOYEES	1,946.66	0.64	8,048.14	0.57	27,000.00	18,951.86
121 EMPLOYER PERA CONTRIBUTIONS	1,745.01	0.58	6,486.83	0.46	14,070.00	7,583.17
122 EMPLOYER FICA CONTRIBUTIONS	1,383.45	0.46	5,064.53	0.36	11,631.00	6,566.47
123 EMPLOYER MEDICARE CONTRIBUTION	323.56	0.11	1,184.52	0.08	3,112.00	1,927.48
130 EMPLOYER PAID INSURANCE	3,532.48	1.17	15,185.92	1.07	43,000.00	27,814.08
150 WORKER'S COMPENSATION	0.00		10,816.00	0.76	8,100.00	-2,716.00
210 OPERATING SUPPLIES	510.54	0.17	862.97	0.06	3,000.00	2,137.03
212 MOTOR FUELS	28.33	0.01	673.47	0.05	6,000.00	5,326.53
214 UNIFORMS	0.00		0.00		1,500.00	1,500.00
220 REPAIR/MAINTENANCE SUPPLIES	968.12	0.32	3,164.19	0.22	12,000.00	8,835.81
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		79.17	0.01	3,000.00	2,920.83
262 COST OF CONCESSIONS	0.00		0.00		2,000.00	2,000.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		400.00	400.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		150.00	150.00
360 INSURANCE	0.00		6,674.16	0.47	10,000.00	3,325.84
380 UTILITY SERVICES	529.52	0.18	2,320.68	0.16	6,000.00	3,679.32
400 REPAIRS & MAINTENANCE	0.00		0.00		1,000.00	1,000.00
410 RENTALS	560.00	0.19	619.65	0.04	6,500.00	5,880.35
430 OTHER SERVICE/CHARGES-MISC.	12.50		266.50	0.02	3,000.00	2,733.50
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		6,500.00	6,500.00
Account Total						
	33,134.30	10.96	140,162.47	9.91	355,563.00	215,400.53
Total Department	33,134.30	10.96	140,162.47	9.91	355,563.00	215,400.53

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101 General Fund

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Forestry and Nursery						
Forestry & Nursery						
210 OPERATING SUPPLIES	0.00		0.00		600.00	600.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		339.98	0.02	750.00	410.02
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		300.00	300.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		25.00	25.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		100.00	100.00
430 OTHER SERVICE/CHARGES-MISC.	103.94	0.03	128.94	0.01	8,700.00	8,571.06
444 OTHER CONTRACTUAL SERVICES	0.00		0.00		14,000.00	14,000.00
Account Total	103.94	0.03	468.92	0.03	24,475.00	24,006.08
Total Department	103.94	0.03	468.92	0.03	24,475.00	24,006.08
Historic Watertower						
Historic Watertower						
430 OTHER SERVICE/CHARGES-MISC.	52.30	0.02	242.63	0.02	2,000.00	1,757.37
Account Total	52.30	0.02	242.63	0.02	2,000.00	1,757.37
Total Department	52.30	0.02	242.63	0.02	2,000.00	1,757.37
Dodge County Arena						
Dodge County Arena						
430 OTHER SERVICE/CHARGES-MISC.	0.00		256.50	0.02	22,677.00	22,420.50
440 PROFESSIONAL SERVICES	0.00		270.00	0.02	300.00	30.00
Account Total			526.50	0.04	22,977.00	22,450.50
Total Department			526.50	0.04	22,977.00	22,450.50
Capital						
Council						
580 OTHER EQUIPMENT	0.00		0.00		22,500.00	22,500.00
Account Total					22,500.00	22,500.00
City Clerk						
570 OFFICE EQUIP AND FURNISHINGS	8,675.00	2.87	8,675.00	0.61	6,000.00	-2,675.00
Account Total	8,675.00	2.87	8,675.00	0.61	6,000.00	-2,675.00
Police						
550 MOTOR VEHICLES	6,973.48	2.31	46,674.31	3.30	0.00	-46,674.31
611 BOND INTEREST	342.37	0.11	2,728.40	0.19	0.00	-2,728.40
Account Total	7,315.85	2.42	49,402.71	3.49		-49,402.71
Fire						
550 MOTOR VEHICLES	0.00		0.00		56,666.00	56,666.00
Account Total					56,666.00	56,666.00
Highways, Streets, Roadways						
530 IMPR OTHER THAN BUILDINGS	0.00		0.00		50,000.00	50,000.00
540 HEAVY MACHINERY	0.00		0.00		74,136.00	74,136.00
550 MOTOR VEHICLES	278.98	0.09	1,387.95	0.10	0.00	-1,387.95
611 BOND INTEREST	41.06	0.01	212.25	0.02	0.00	-212.25
Account Total	320.04	0.11	1,600.20	0.11	124,136.00	122,535.80
Park Areas						
530 IMPR OTHER THAN BUILDINGS	15,947.78	5.27	15,947.78	1.13	55,800.00	39,852.22
550 MOTOR VEHICLES	0.00		0.00		30,000.00	30,000.00
Account Total	15,947.78	5.27	15,947.78	1.13	85,800.00	69,852.22
Total Department	32,258.67	10.67	75,625.69	5.35	295,102.00	219,476.31

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101 General Fund

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Unallocated Expenses						
Unallocated Expenditures						
360 INSURANCE	0.00		14,687.11	1.04	21,650.00	6,962.89
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		7,970.00	7,970.00
433 MMUA SAFETY PROGRAM	389.98	0.13	4,206.33	0.30	7,000.00	2,793.67
Account Total						
	389.98	0.13	18,893.44	1.34	36,620.00	17,726.56
Total Department	389.98	0.13	18,893.44	1.34	36,620.00	17,726.56
Other Financing Uses						
Other Financing Uses						
720 OPERATING TRANSFERS	0.00		89,000.00	6.29	89,000.00	0.00
Account Total						
			89,000.00	6.29	89,000.00	
Total Department			89,000.00	6.29	89,000.00	
Total Expenses	302,388.59	100.00	1,414,263.25	100.00	3,854,272.00	2,440,008.75
Net Income (Loss)	-192,777.27	-63.75	-1,089,738.93	-77.05		

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211 Library Fund

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Revenue						
Library						
3101 CURRENT AD VALOREM TAXES	0.00		0.00		334,913.00	-334,913.00
3362 COUNTY CONTR - SELCO	0.00		15,331.78	10.26	61,396.00	-46,064.22
3363 GRANT	0.00		968.89	0.65	0.00	968.89
3410 CHARGES FOR SERVICES	48.90	0.12	156.77	0.10	400.00	-243.23
3412 CHARGES FOR SERVICES-PRIN	67.77	0.17	434.70	0.29	400.00	34.70
3513 LIBRARY FINES	338.17	0.85	1,447.95	0.97	5,000.00	-3,552.05
3621 INTEREST EARNED	69.00	0.17	563.00	0.38	150.00	413.00
3623 CONTR/DONATION FROM PRIVA	725.37	1.82	4,211.81	2.82	1,050.00	3,161.81
3624 MISC REVENUE - REFUNDS	20.00	0.05	586.45	0.39	400.00	186.45
Total Department	1,269.21	3.18	23,701.35	15.87	403,709.00	-380,007.65
Total Revenue	1,269.21	100.00	23,701.35	100.00	403,709.00	-380,007.65
Expenses						
Government Buildings and Library						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	1,104.73	2.77	4,201.73	2.81	9,974.00	5,772.27
121 EMPLOYER PERA CONTRIBUTIONS	82.86	0.21	315.17	0.21	728.00	412.83
122 EMPLOYER FICA CONTRIBUTIONS	66.90	0.17	252.73	0.17	602.00	349.27
123 EMPLOYER MEDICARE CONTRIBUTION	15.65	0.04	59.13	0.04	250.00	190.87
Account Total						
Total Department	1,270.14	3.19	4,828.76	3.23	11,554.00	6,725.24
Library						
Library						
101 FULL-TIME EMPLOYEES - REGULAR	22,364.64	56.09	81,824.65	54.77	241,750.00	159,925.35
103 PART-TIME EMPLOYEES	1,209.37	3.03	3,861.70	2.59	0.00	-3,861.70
121 EMPLOYER PERA CONTRIBUTIONS	1,768.03	4.43	6,542.97	4.38	18,300.00	11,757.03
122 EMPLOYER FICA CONTRIBUTIONS	1,407.70	3.53	5,299.69	3.55	15,128.00	9,828.31
123 EMPLOYER MEDICARE CONTRIBUTION	329.21	0.83	1,239.34	0.83	3,583.00	2,343.66
130 EMPLOYER PAID INSURANCE	3,443.08	8.64	15,858.05	10.62	39,200.00	23,341.95
150 WORKER'S COMPENSATION	0.00		2,203.00	1.47	1,000.00	-1,203.00
160 LIABILITY INSURANCE	0.00		22.86	0.02	0.00	-22.86
210 OPERATING SUPPLIES	663.71	1.66	1,741.16	1.17	2,800.00	1,058.84
216 PERIODICALS	0.00		205.40	0.14	450.00	244.60
218 BOOKS	780.56	1.96	4,711.94	3.15	10,800.00	6,088.06
219 AUDIO VISUAL	2,387.15	5.99	2,856.68	1.91	5,800.00	2,943.32
220 REPAIR/MAINTENANCE SUPPLIES	37.16	0.09	108.71	0.07	700.00	591.29
222 ELECTRONIC SERVICES	0.00		1,531.10	1.02	6,000.00	4,468.90
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		100.00	100.00
304 LEGAL FEES	0.00		14.50	0.01	1,000.00	985.50
309 EDP, SOFTWARE & DESIGN	1,404.37	3.52	7,021.85	4.70	15,200.00	8,178.15
321 TELEPHONE	133.96	0.34	598.92	0.40	1,700.00	1,101.08
325 COMMUNICATION-OTHER	0.00		0.00		500.00	500.00
331 TRAVEL/MILEAGE	0.00		0.00		500.00	500.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		850.00	850.00

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211 Library Fund

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
334 MEMBERSHIP DUES AND FEES	145.00	0.36	314.00	0.21	500.00	186.00
343 OTHER ADVERTISING	25.00	0.06	25.00	0.02	250.00	225.00
360 INSURANCE	0.00		1,513.82	1.01	3,500.00	1,986.18
370 MAINTENANCE/SUPPORT FEES	270.00	0.68	386.85	0.26	2,000.00	1,613.15
380 UTILITY SERVICES	985.28	2.47	4,177.65	2.80	8,700.00	4,522.35
400 REPAIRS & MAINTENANCE	123.00	0.31	246.00	0.16	2,500.00	2,254.00
430 OTHER SERVICE/CHARGES-MISC.	54.27	0.14	318.38	0.21	2,000.00	1,681.62
433 MMUA SAFETY PROGRAM	0.00		592.50	0.40	844.00	251.50
440 PROFESSIONAL SERVICES	0.00		270.00	0.18	500.00	230.00
441 LIBRARY PROGRAMS	410.00	1.03	410.00	0.27	4,000.00	3,590.00
570 OFFICE EQUIP AND FURNISHINGS	660.20	1.66	660.20	0.44	2,000.00	1,339.80
Account Total						
	38,601.69	96.81	144,556.92	96.77	392,155.00	247,598.08
Total Department	38,601.69	96.81	144,556.92	96.77	392,155.00	247,598.08
Total Expenses	39,871.83	100.00	149,385.68	100.00	403,709.00	254,323.32
Net Income(Loss)	-38,602.62	-96.82	-125,684.33	-84.13		

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290 Economic Development

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Revenue						
Community/Economic Development						
3101 CURRENT AD VALOREM TAXES	0.00		0.00		69,602.00	-69,602.00
3621 INTEREST EARNED	11.00	0.18	117.00	0.35	2,000.00	-1,883.00
3921 TRANSFER FROM OTHER FUNDS	0.00		0.00		20,000.00	-20,000.00
Total Department	11.00	0.18	117.00	0.35	91,602.00	-91,485.00
Total Revenue	11.00	100.00	117.00	100.00	91,602.00	-91,485.00
Expenses						
Community/Economic Development						
Community/Economic Development						
101 FULL-TIME EMPLOYEES - REGULAR	1,272.30	21.38	4,658.95	13.85	11,500.00	6,841.05
121 EMPLOYER PERA CONTRIBUTIONS	94.56	1.59	346.25	1.03	863.00	516.75
122 EMPLOYER FICA CONTRIBUTIONS	76.66	1.29	279.94	0.83	713.00	433.06
123 EMPLOYER MEDICARE CONTRIBUTION	17.91	0.30	65.42	0.19	167.00	101.58
130 EMPLOYER PAID INSURANCE	84.21	1.42	388.37	1.15	1,100.00	711.63
150 WORKER'S COMPENSATION	0.00		65.00	0.19	300.00	235.00
210 OPERATING SUPPLIES	12.48	0.21	231.28	0.69	400.00	168.72
303 ENGINEERING FEES	0.00		0.00		3,000.00	3,000.00
304 LEGAL FEES	1,348.50	22.66	1,348.50	4.01	4,000.00	2,651.50
321 TELEPHONE	30.94	0.52	123.30	0.37	500.00	376.70
325 COMMUNICATION-OTHER	0.00		151.67	0.45	200.00	48.33
333 STAFF MEETINGS & CONFERENCES	0.00		15.89	0.05	500.00	484.11
334 MEMBERSHIP DUES AND FEES	315.00	5.29	415.50	1.24	500.00	84.50
360 INSURANCE	0.00		176.78	0.53	360.00	183.22
414 COMMERCIAL PROGRAMS	0.00		0.00		20,000.00	20,000.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		1,220.00	3.63	4,500.00	3,280.00
440 PROFESSIONAL SERVICES	2,697.44	45.34	2,967.44	8.82	500.00	-2,467.44
444 OTHER CONTRACTUAL SERVICES	0.00		21,177.50	62.97	42,500.00	21,322.50
Account Total						
	5,950.00	100.00	33,631.79	100.00	91,603.00	57,971.21
Total Department	5,950.00	100.00	33,631.79	100.00	91,603.00	57,971.21
Total Expenses	5,950.00	100.00	33,631.79	100.00	91,603.00	57,971.21
Net Income (Loss)	-5,939.00	-99.82	-33,514.79	-99.65		

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601 Water Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Distribution						
3621 INTEREST EARNED	579.31	1.47	3,445.06	0.76	5,000.00	-1,554.94
3622 RENTS AND ROYALTIES	6,194.78	15.74	15,453.94	3.39	23,500.00	-8,046.06
3624 MISC REVENUE - REFUNDS	0.00		0.00		500.00	-500.00
3626 MONEY MARKET INTEREST	2.00	0.01	10.00		0.00	10.00
3710 WATER SALES - CUSTOMERS	74,692.32	189.73	336,150.75	73.77	754,469.00	-418,318.25
3715 CONNECTION/RECONNECTION F	0.00		0.00		100.00	-100.00
3716 WATER ACCESS CHARGE-BP	12,300.00	31.24	30,500.00	6.69	0.00	30,500.00
3718 METER SALES	870.00	2.21	6,865.00	1.51	6,000.00	865.00
3719 WAC Fee	0.00		1,420.00	0.31	0.00	1,420.00
3746 PENALTIES	652.30	1.66	3,174.65	0.70	7,000.00	-3,825.35
Total Department	95,290.71	242.05	397,019.40	87.13	796,569.00	-399,549.60
Total Revenue	95,290.71	100.00	397,019.40	100.00	796,569.00	-399,549.60
Expenses						
Debt Service						
Debt Service						
601 BOND PRINCIPAL	0.00		254,754.25	55.91	254,283.00	-471.25
611 BOND INTEREST	23.28	0.06	23,214.64	5.09	43,597.00	20,382.36
620 PAYING AGENT FEES	0.00		247.50	0.05	0.00	-247.50
Account Total						
	23.28	0.06	278,216.39	61.06	297,880.00	19,663.61
Total Department	23.28	0.06	278,216.39	61.06	297,880.00	19,663.61
Power and Pumping						
Power & Pumping						
380 UTILITY SERVICES	3,844.92	9.77	13,759.19	3.02	40,000.00	26,240.81
Account Total						
	3,844.92	9.77	13,759.19	3.02	40,000.00	26,240.81
Total Department	3,844.92	9.77	13,759.19	3.02	40,000.00	26,240.81
Distribution						
Distribution						
101 FULL-TIME EMPLOYEES - REGULAR	8,487.07	21.56	33,417.94	7.33	86,000.00	52,582.06
102 FULL-TIME EMPLOYEES - OVERTIME	62.91	0.16	1,186.10	0.26	5,000.00	3,813.90
121 EMPLOYER PERA CONTRIBUTIONS	641.18	1.63	2,559.78	0.56	6,825.00	4,265.22
122 EMPLOYER FICA CONTRIBUTIONS	509.56	1.29	2,052.25	0.45	5,642.00	3,589.75
123 EMPLOYER MEDICARE CONTRIBUTION	119.12	0.30	479.91	0.11	1,320.00	840.09
130 EMPLOYER PAID INSURANCE	1,451.70	3.69	6,462.37	1.42	12,500.00	6,037.63
150 WORKER'S COMPENSATION	0.00		3,688.00	0.81	3,000.00	-688.00
160 LIABILITY INSURANCE	0.00		22.86	0.01	40.00	17.14
210 OPERATING SUPPLIES	936.71	2.38	11,367.30	2.49	50,000.00	38,632.70
212 MOTOR FUELS	0.00		707.97	0.16	1,200.00	492.03
214 UNIFORMS	15.00	0.04	107.90	0.02	420.00	312.10
220 REPAIR/MAINTENANCE SUPPLIES	1,129.10	2.87	3,576.10	0.78	62,100.00	58,523.90
240 SMALL TOOLS/MINOR EQUIPMENT	76.50	0.19	358.25	0.08	5,000.00	4,641.75
260 METERS	0.00		3,295.96	0.72	8,000.00	4,704.04
360 INSURANCE	0.00		2,884.98	0.63	6,000.00	3,115.02
400 REPAIRS & MAINTENANCE	10,057.14	25.55	11,252.56	2.47	85,000.00	73,747.44

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601 Water Fund

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
410 RENTALS	0.00		0.00		2,600.00	2,600.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		300.00	0.07	3,600.00	3,300.00
433 MMUA SAFETY PROGRAM	0.00		2,466.38	0.54	4,800.00	2,333.62
435 UNCOLLECTIBLE	0.00		1,459.38	0.32	0.00	-1,459.38
440 PROFESSIONAL SERVICES	105.00	0.27	1,378.00	0.30	2,500.00	1,122.00
444 OTHER CONTRACTUAL SERVICES	0.00		61.57	0.01	0.00	-61.57
Account Total						
	23,590.99	59.92	89,085.56	19.55	351,547.00	262,461.44
Total Department	23,590.99	59.92	89,085.56	19.55	351,547.00	262,461.44
Administration						
Administration						
101 FULL-TIME EMPLOYEES - REGULAR	6,602.94	16.77	23,115.35	5.07	76,500.00	53,384.65
102 FULL-TIME EMPLOYEES - OVERTIME	47.96	0.12	218.69	0.05	0.00	-218.69
121 EMPLOYER PERA CONTRIBUTIONS	497.73	1.26	1,746.73	0.38	5,738.00	3,991.27
122 EMPLOYER FICA CONTRIBUTIONS	389.84	0.99	1,351.43	0.30	4,743.00	3,391.57
123 EMPLOYER MEDICARE CONTRIBUTION	91.15	0.23	316.09	0.07	1,109.00	792.91
130 EMPLOYER PAID INSURANCE	926.14	2.35	4,254.31	0.93	13,000.00	8,745.69
210 OPERATING SUPPLIES	12.49	0.03	352.92	0.08	800.00	447.08
216 PERIODICALS	0.00		0.00		100.00	100.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		500.00	500.00
301 AUDITING/ACCOUNTING	-180.00	-0.46	4,446.00	0.98	4,406.00	-40.00
303 ENGINEERING FEES	0.00		0.00		5,000.00	5,000.00
304 LEGAL FEES	0.00		0.00		750.00	750.00
309 EDP, SOFTWARE & DESIGN	0.00		0.00		500.00	500.00
321 TELEPHONE	166.48	0.42	650.39	0.14	2,400.00	1,749.61
325 COMMUNICATION-OTHER	374.47	0.95	2,369.44	0.52	5,000.00	2,630.56
333 STAFF MEETINGS & CONFERENCES	0.00		746.53	0.16	1,500.00	753.47
334 MEMBERSHIP DUES AND FEES	0.00		270.40	0.06	500.00	229.60
343 OTHER ADVERTISING	0.00		0.00		100.00	100.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		1,200.00	1,200.00
370 MAINTENANCE/SUPPORT FEES	1,243.89	3.16	2,161.55	0.47	2,725.00	563.45
430 OTHER SERVICE/CHARGES-MISC.	35.50	0.09	131.50	0.03	200.00	68.50
438 CREDIT CARD FEES	315.00	0.80	1,656.98	0.36	2,800.00	1,143.02
440 PROFESSIONAL SERVICES	1,000.00	2.54	1,540.00	0.34	1,800.00	260.00
444 OTHER CONTRACTUAL SERVICES	384.75	0.98	2,241.84	0.49	0.00	-2,241.84
Account Total						
	11,908.34	30.25	47,570.15	10.44	131,371.00	83,800.85
Total Department	11,908.34	30.25	47,570.15	10.44	131,371.00	83,800.85
Other Expenses						
Other Expense						
720 OPERATING TRANSFERS	0.00		27,014.98	5.93	0.00	-27,014.98
Account Total						
			27,014.98	5.93		-27,014.98
Total Department			27,014.98	5.93		-27,014.98
Total Expenses	39,367.53	100.00	455,646.27	100.00	820,798.00	365,151.73
Net Income (Loss)	55,923.18	142.05	-58,626.87	-12.87		

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602 Sewer Fund

		Actual		Actual			
		Period to Date	%	Year-To-Date	%	Annual Budget "	Variance
Revenue							
Sewage Distribution							
3621	INTEREST EARNED	1,077.81	0.81	4,757.63	0.91	6,000.00	-1,242.37
3626	MONEY MARKET INTEREST	2.00		7.00		0.00	7.00
3718	METER SALES	0.00		0.00		8,000.00	-8,000.00
3720	SEWER SERVICE	165,007.66	124.05	778,376.12	149.40	1,785,000.00	-1,006,623.88
3725	SEWER CONNECTION FEES	13,550.00	10.19	30,100.00	5.78	20,000.00	10,100.00
3729	SAC Fee	0.00		1,420.00	0.27	0.00	1,420.00
3746	PENALTIES	1,582.98	1.19	7,944.91	1.52	18,000.00	-10,055.09
3911	SALES OF FIXED ASSETS	7,500.00	5.64	7,500.00	1.44	0.00	7,500.00
3922	OTHER MISC-GOVT	0.00		25,162.00	4.83	132,500.00	-107,338.00
Total Department		188,720.45	141.88	855,267.66	164.16	1,969,500.00	-1,114,232.34
Total Revenue		188,720.45	100.00	855,267.66	100.00	1,969,500.00	-1,114,232.34
Expenses							
Debt Service							
Debt Service							
601	BOND PRINCIPAL	0.00		105,295.21	20.21	775,824.00	670,528.79
611	BOND INTEREST	23.28	0.02	58,459.76	11.22	116,395.00	57,935.24
Account Total							
		23.28	0.02	163,754.97	31.43	892,219.00	728,464.03
Total Department		23.28	0.02	163,754.97	31.43	892,219.00	728,464.03
Sewer Plant							
Sewer Plant							
101	FULL-TIME EMPLOYEES - REGULAR	16,179.64	12.16	66,787.13	12.82	175,400.00	108,612.87
102	FULL-TIME EMPLOYEES - OVERTIME	163.56	0.12	3,165.86	0.61	10,000.00	6,834.14
103	PART-TIME EMPLOYEES	274.56	0.21	274.56	0.05	11,440.00	11,165.44
121	EMPLOYER PERA CONTRIBUTIONS	1,225.79	0.92	5,153.74	0.99	13,905.00	8,751.26
122	EMPLOYER FICA CONTRIBUTIONS	990.92	0.74	4,179.43	0.80	12,204.00	8,024.57
123	EMPLOYER MEDICARE CONTRIBUTION	231.75	0.17	977.46	0.19	2,854.00	1,876.54
130	EMPLOYER PAID INSURANCE	2,847.67	2.14	12,735.06	2.44	23,550.00	10,814.94
150	WORKER'S COMPENSATION	0.00		8,255.00	1.58	6,000.00	-2,255.00
160	LIABILITY INSURANCE	0.00		0.00		35.00	35.00
210	OPERATING SUPPLIES	237.59	0.18	2,555.16	0.49	35,000.00	32,444.84
211	CHEMICALS	5,625.54	4.23	22,635.81	4.34	60,000.00	37,364.19
212	MOTOR FUELS	0.00		0.00		2,000.00	2,000.00
214	UNIFORMS	0.00		0.00		910.00	910.00
216	PERIODICALS	0.00		0.00		30.00	30.00
220	REPAIR/MAINTENANCE SUPPLIES	697.61	0.52	1,633.11	0.31	16,000.00	14,366.89
221	LG REPAIR/MAINT SUPPLIES	0.00		0.00		50,000.00	50,000.00
240	SMALL TOOLS/MINOR EQUIPMENT	417.96	0.31	529.13	0.10	5,000.00	4,470.87
301	AUDITING/ACCOUNTING	-156.00	-0.12	3,956.00	0.76	3,818.00	-138.00
303	ENGINEERING FEES	0.00		405.00	0.08	10,000.00	9,595.00
309	EDP, SOFTWARE & DESIGN	0.00		0.00		400.00	400.00
321	TELEPHONE	123.25	0.09	495.02	0.10	2,400.00	1,904.98
333	STAFF MEETINGS & CONFERENCES	19.79	0.01	1,646.32	0.32	2,200.00	553.68
334	MEMBERSHIP DUES AND FEES	0.00		0.00		130.00	130.00

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602 Sewer Fund

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
360 INSURANCE	0.00		4,064.10	0.78	8,000.00	3,935.90
370 MAINTENANCE/SUPPORT FEES	877.50	0.66	1,336.75	0.26	1,365.00	28.25
380 UTILITY SERVICES	5,859.79	4.41	14,862.15	2.85	65,000.00	50,137.85
381 PURCHASED POWER	7,728.15	5.81	23,802.42	4.57	122,000.00	98,197.58
400 REPAIRS & MAINTENANCE	67,679.03	50.88	69,240.68	13.29	50,000.00	-19,240.68
430 OTHER SERVICE/CHARGES-MISC.	0.00		6,198.12	1.19	3,200.00	-2,998.12
433 MMUA SAFETY PROGRAM	0.00		2,073.75	0.40	4,130.00	2,056.25
440 PROFESSIONAL SERVICES	2,740.12	2.06	14,199.42	2.73	50,000.00	35,800.58
Account Total						
	113,764.22	85.53	271,161.18	52.05	746,971.00	475,809.82
Total Department	113,764.22	85.53	271,161.18	52.05	746,971.00	475,809.82
Sewage Distribution						
Sewer Distribution						
101 FULL-TIME EMPLOYEES - REGULAR	4,747.18	3.57	17,973.36	3.45	45,400.00	27,426.64
102 FULL-TIME EMPLOYEES - OVERTIME	25.16	0.02	474.01	0.09	5,000.00	4,525.99
121 EMPLOYER PERA CONTRIBUTIONS	357.93	0.27	1,369.32	0.26	3,780.00	2,410.68
122 EMPLOYER FICA CONTRIBUTIONS	284.48	0.21	1,091.01	0.21	3,125.00	2,033.99
123 EMPLOYER MEDICARE CONTRIBUTION	66.56	0.05	255.13	0.05	731.00	475.87
130 EMPLOYER PAID INSURANCE	793.22	0.60	3,591.14	0.69	7,500.00	3,908.86
150 WORKER'S COMPENSATION	0.00		2,514.00	0.48	3,000.00	486.00
160 LIABILITY INSURANCE	0.00		22.86		40.00	17.14
210 OPERATING SUPPLIES	2,293.99	1.72	5,330.45	1.02	11,000.00	5,669.55
212 MOTOR FUELS	27.73	0.02	839.33	0.16	6,400.00	5,560.67
214 UNIFORMS	0.00		548.91	0.11	210.00	-338.91
220 REPAIR/MAINTENANCE SUPPLIES	142.57	0.11	462.67	0.09	2,000.00	1,537.33
240 SMALL TOOLS/MINOR EQUIPMENT	490.63	0.37	569.38	0.11	1,500.00	930.62
260 METERS	0.00		3,295.96	0.63	8,000.00	4,704.04
360 INSURANCE	0.00		6,322.24	1.21	13,000.00	6,677.76
380 UTILITY SERVICES	158.71	0.12	841.89	0.16	3,500.00	2,658.11
400 REPAIRS & MAINTENANCE	27.14	0.02	3,311.59	0.64	65,000.00	61,688.41
410 RENTALS	0.00		0.00		100.00	100.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		3,000.00	3,000.00
433 MMUA SAFETY PROGRAM	0.00		392.63	0.08	590.00	197.37
435 UNCOLLECTIBLE	0.00		982.38	0.19	0.00	-982.38
440 PROFESSIONAL SERVICES	0.00		0.00		2,000.00	2,000.00
444 OTHER CONTRACTUAL SERVICES	0.00		61.57	0.01	0.00	-61.57
Account Total						
	9,415.30	7.08	50,249.83	9.64	184,876.00	134,626.17
Total Department	9,415.30	7.08	50,249.83	9.64	184,876.00	134,626.17
San Sewer-Admin/General						
San Sewer-Admin/General						
101 FULL-TIME EMPLOYEES - REGULAR	5,579.46	4.19	19,522.75	3.75	60,000.00	40,477.25
102 FULL-TIME EMPLOYEES - OVERTIME	31.98	0.02	145.80	0.03	1,000.00	854.20
121 EMPLOYER PERA CONTRIBUTIONS	420.00	0.32	1,472.44	0.28	4,575.00	3,102.56
122 EMPLOYER FICA CONTRIBUTIONS	330.19	0.25	1,145.06	0.22	3,782.00	2,636.94
123 EMPLOYER MEDICARE CONTRIBUTION	77.18	0.06	267.72	0.05	885.00	617.28
130 EMPLOYER PAID INSURANCE	728.20	0.55	3,344.98	0.64	9,600.00	6,255.02
150 WORKER'S COMPENSATION	0.00		0.00		350.00	350.00
210 OPERATING SUPPLIES	12.49	0.01	260.92	0.05	1,500.00	1,239.08
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		590.00	590.00
301 AUDITING/ACCOUNTING	-24.00	-0.02	490.00	0.09	585.00	95.00

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602 Sewer Fund

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
303 ENGINEERING FEES	0.00		0.00		500.00	500.00
304 LEGAL FEES	0.00		72.50	0.01	0.00	-72.50
321 TELEPHONE	212.22	0.16	866.47	0.17	2,956.00	2,089.53
325 COMMUNICATION-OTHER	374.47	0.28	2,365.05	0.45	5,000.00	2,634.95
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		500.00	500.00
334 MEMBERSHIP DUES AND FEES	0.00		50.00	0.01	20.00	-30.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		25.00	25.00
370 MAINTENANCE/SUPPORT FEES	366.39	0.28	823.05	0.16	1,750.00	926.95
430 OTHER SERVICE/CHARGES-MISC.	7.50	0.01	37.50	0.01	50.00	12.50
438 CREDIT CARD FEES	315.00	0.24	1,656.98	0.32	2,800.00	1,143.02
440 PROFESSIONAL SERVICES	1,000.00	0.75	1,070.00	0.21	400.00	-670.00
444 OTHER CONTRACTUAL SERVICES	384.75	0.29	2,241.84	0.43	0.00	-2,241.84
Account Total						
	9,815.83	7.38	35,833.06	6.88	96,868.00	61,034.94
Total Department	9,815.83	7.38	35,833.06	6.88	96,868.00	61,034.94
Total Expenses	133,018.63	100.00	520,999.04	100.00	1,920,934.00	1,399,934.96
Net Income (Loss)	55,701.82	41.88	334,268.62	64.16		

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604 Electric Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Transmission/Distribution						
3621 INTEREST EARNED	9,234.67	3.93	16,425.14	1.53	10,000.00	6,425.14
3622 RENTS AND ROYALTIES	0.00		2,095.45	0.20	3,000.00	-904.55
3624 MISC REVENUE - REFUNDS	300.00	0.13	171,198.72	15.94	1,000.00	170,198.72
3626 MONEY MARKET INTEREST	22.00	0.01	86.85	0.01	0.00	86.85
3735 ELECTRIC ASSESSMENT	0.00		1,760.00	0.16	4,400.00	-2,640.00
3740 ELECTRIC SALES-RES/COMM	240,029.86	102.18	1,382,772.10	128.74	3,980,836.00	-2,598,063.90
3742 ELECTRIC SALES-DEMAND	28,751.09	12.24	140,812.12	13.11	405,000.00	-264,187.88
3745 CONNECTION/RECONNECTION F	550.00	0.23	1,300.00	0.12	4,800.00	-3,500.00
3746 PENALTIES	2,874.90	1.22	17,899.09	1.67	40,000.00	-22,100.91
3747 ELECTRIC METER HOOKUP FEE	395.00	0.17	915.00	0.09	0.00	915.00
3748 Recapture Written Off	0.00		59.99	0.01	0.00	59.99
3749 CIP Chg	6,980.79	2.97	41,283.87	3.84	111,463.00	-70,179.13
Total Department	289,138.31	123.09	1,776,608.33	165.41	4,560,499.00	-2,783,890.67
Total Revenue	289,138.31	100.00	1,776,608.33	100.00	4,560,499.00	-2,783,890.67
Expenses						
Government Buildings and Library						
Government Buildings and Library						
103 PART-TIME EMPLOYEES	255.65	0.11	1,095.62	0.10	2,950.00	1,854.38
121 EMPLOYER PERA CONTRIBUTIONS	19.16	0.01	82.14	0.01	221.00	138.86
122 EMPLOYER FICA CONTRIBUTIONS	15.51	0.01	65.91	0.01	183.00	117.09
123 EMPLOYER MEDICARE CONTRIBUTION	3.62		15.39		43.00	27.61
Account Total	293.94	0.13	1,259.06	0.12	3,397.00	2,137.94
Total Department	293.94	0.13	1,259.06	0.12	3,397.00	2,137.94
Debt Service						
Debt Service						
601 BOND PRINCIPAL	0.00		45,190.84	4.21	45,191.00	0.16
611 BOND INTEREST	0.00		3,809.45	0.35	7,167.00	3,357.55
Account Total			49,000.29	4.56	52,358.00	3,357.71
Total Department			49,000.29	4.56	52,358.00	3,357.71
Power Supply						
Power Supply						
381 PURCHASED POWER	123,926.41	52.76	637,854.86	59.39	2,716,346.00	2,078,491.14
Account Total	123,926.41	52.76	637,854.86	59.39	2,716,346.00	2,078,491.14
Total Department	123,926.41	52.76	637,854.86	59.39	2,716,346.00	2,078,491.14
Transmission/Distribution						
Transmission/Distribution						
101 FULL-TIME EMPLOYEES - REGULAR	34,446.03	14.66	128,925.53	12.00	340,500.00	211,574.47
102 FULL-TIME EMPLOYEES - OVERTIME	313.02	0.13	661.04	0.06	13,100.00	12,438.96
121 EMPLOYER PERA CONTRIBUTIONS	2,517.02	1.07	9,629.09	0.90	26,520.00	16,890.91
122 EMPLOYER FICA CONTRIBUTIONS	2,120.67	0.90	7,859.25	0.73	21,923.00	14,063.75
123 EMPLOYER MEDICARE CONTRIBUTION	495.97	0.21	1,838.06	0.17	5,127.00	3,288.94
124 SICK CONVERSION	20,170.50	8.59	20,170.50	1.88	0.00	-20,170.50
130 EMPLOYER PAID INSURANCE	2,806.13	1.19	14,309.62	1.33	27,000.00	12,690.38

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604 Electric Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
150 WORKER'S COMPENSATION	0.00		11,575.00	1.08	12,560.00	985.00
210 OPERATING SUPPLIES	1,575.18	0.67	2,660.57	0.25	10,000.00	7,339.43
212 MOTOR FUELS	0.00		1,234.82	0.11	5,500.00	4,265.18
214 UNIFORMS	432.40	0.18	1,105.34	0.10	2,400.00	1,294.66
220 REPAIR/MAINTENANCE SUPPLIES	8,336.05	3.55	19,394.39	1.81	91,500.00	72,105.61
240 SMALL TOOLS/MINOR EQUIPMENT	1,612.85	0.69	1,984.09	0.18	4,000.00	2,015.91
260 METERS	0.00		0.00		10,000.00	10,000.00
270 TRANSFORMERS	0.00		10,827.43	1.01	25,000.00	14,172.57
303 ENGINEERING FEES	0.00		1,575.00	0.15	5,000.00	3,425.00
343 OTHER ADVERTISING	30.00	0.01	30.00		250.00	220.00
360 INSURANCE	0.00		3,716.40	0.35	9,000.00	5,283.60
380 UTILITY SERVICES	827.26	0.35	5,826.61	0.54	13,500.00	7,673.39
400 REPAIRS & MAINTENANCE	27.15	0.01	1,206.04	0.11	5,000.00	3,793.96
410 RENTALS	161.06	0.07	261.28	0.02	500.00	238.72
430 OTHER SERVICE/CHARGES-MISC.	0.00		2,225.47	0.21	3,600.00	1,374.53
433 MMUA SAFETY PROGRAM	0.00		2,793.61	0.26	4,720.00	1,926.39
435 UNCOLLECTIBLE	0.00		10,294.15	0.96	0.00	-10,294.15
437 LOCATES	928.20	0.40	1,043.00	0.10	3,000.00	1,957.00
444 OTHER CONTRACTUAL SERVICES	0.00		2,101.42	0.20	55,000.00	52,898.58
Account Total						
	76,799.49	32.69	263,247.71	24.51	694,700.00	431,452.29
Total Department	76,799.49	32.69	263,247.71	24.51	694,700.00	431,452.29
Customer Account/Meter Reader						
Customer Account/Mtr Reader						
613 Customer Interest	0.00		0.00		100.00	100.00
Account Total						
					100.00	100.00
Total Department					100.00	100.00
Administration & General						
Administration & General						
101 FULL-TIME EMPLOYEES - REGULAR	13,555.04	5.77	47,485.12	4.42	146,000.00	98,514.88
102 FULL-TIME EMPLOYEES - OVERTIME	80.43	0.03	363.55	0.03	2,000.00	1,636.45
121 EMPLOYER PERA CONTRIBUTIONS	1,016.28	0.43	3,575.31	0.33	11,100.00	7,524.69
122 EMPLOYER FICA CONTRIBUTIONS	803.67	0.34	2,790.25	0.26	9,176.00	6,385.75
123 EMPLOYER MEDICARE CONTRIBUTION	187.97	0.08	652.57	0.06	2,147.00	1,494.43
130 EMPLOYER PAID INSURANCE	1,758.12	0.75	8,076.96	0.75	31,000.00	22,923.04
150 WORKER'S COMPENSATION	0.00		0.00		840.00	840.00
160 LIABILITY INSURANCE	0.00		22.86		40.00	17.14
210 OPERATING SUPPLIES	13.41	0.01	525.16	0.05	2,750.00	2,224.84
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		500.00	500.00
301 AUDITING/ACCOUNTING	2,020.00	0.86	4,446.00	0.41	4,406.00	-40.00
304 LEGAL FEES	29.00	0.01	185.00	0.02	5,000.00	4,815.00
309 EDP, SOFTWARE & DESIGN	0.00		0.00		1,000.00	1,000.00
321 TELEPHONE	650.74	0.28	2,635.31	0.25	7,920.00	5,284.69
325 COMMUNICATION-OTHER	789.12	0.34	4,703.56	0.44	10,500.00	5,796.44
333 STAFF MEETINGS & CONFERENCES	-155.27	-0.07	3,130.47	0.29	3,500.00	369.53
334 MEMBERSHIP DUES AND FEES	1,500.00	0.64	11,760.00	1.09	40,000.00	28,240.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		150.00	150.00
370 MAINTENANCE/SUPPORT FEES	2,123.73	0.90	3,778.91	0.35	4,000.00	221.09
400 REPAIRS & MAINTENANCE	0.00		0.00		550.00	550.00
429 CIP PROGRAM	5,545.09	2.36	12,883.37	1.20	95,244.00	82,360.63

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604 Electric Fund

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
430 OTHER SERVICE/CHARGES-MISC.	1,478.67	0.63	5,884.77	0.55	135,000.00	129,115.23
438 CREDIT CARD FEES	715.00	0.30	3,708.97	0.35	5,600.00	1,891.03
440 PROFESSIONAL SERVICES	1,000.00	0.43	1,630.00	0.15	7,500.00	5,870.00
444 OTHER CONTRACTUAL SERVICES	769.53	0.33	4,483.69	0.42	0.00	-4,483.69
Account Total						
	33,880.53	14.42	122,721.83	11.43	525,923.00	403,201.17
Total Department	33,880.53	14.42	122,721.83	11.43	525,923.00	403,201.17
Depreciation						
Depreciation						
420 DEPRECIATION	0.00		0.00		100,000.00	100,000.00
Account Total						
					100,000.00	100,000.00
Total Department					100,000.00	100,000.00
Other Expenses						
Other Expense						
720 OPERATING TRANSFERS	0.00		0.00		75,000.00	75,000.00
Account Total						
					75,000.00	75,000.00
Total Department					75,000.00	75,000.00
Total Expenses	234,900.37	100.00	1,074,083.75	100.00	4,167,824.00	3,093,740.25
Net Income (Loss)	54,237.94	23.09	702,524.58	65.41		

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Storm Public Works						
3621 INTEREST EARNED	337.26	3.19	6,715.84	3.70	3,000.00	3,715.84
3626 MONEY MARKET INTEREST	13.00	0.12	57.00	0.03	0.00	57.00
3730 STORM USER CHARGE	37,152.37	351.71	185,630.35	102.17	432,280.00	-246,649.65
3746 PENALTIES	344.36	3.26	1,873.54	1.03	2,200.00	-326.46
Total Department	37,846.99	358.29	194,276.73	106.93	437,480.00	-243,203.27
Total Revenue	37,846.99	100.00	194,276.73	100.00	437,480.00	-243,203.27
Expenses						
Debt Service						
Debt Service						
601 BOND PRINCIPAL	0.00		114,451.07	63.00	114,451.00	-0.07
611 BOND INTEREST	0.00		15,685.52	8.63	30,324.00	14,638.48
Account Total			130,136.59	71.63	144,775.00	14,638.41
Total Department			130,136.59	71.63	144,775.00	14,638.41
Storm Public Works						
Storm Public Works						
101 FULL-TIME EMPLOYEES - REGULAR	3,587.46	33.96	13,029.48	7.17	31,000.00	17,970.52
103 PART-TIME EMPLOYEES	0.00		0.00		6,780.00	6,780.00
121 EMPLOYER PERA CONTRIBUTIONS	269.08	2.55	977.19	0.54	2,610.00	1,632.81
122 EMPLOYER FICA CONTRIBUTIONS	214.27	2.03	770.44	0.42	2,342.00	1,571.56
123 EMPLOYER MEDICARE CONTRIBUTION	50.11	0.47	180.11	0.10	504.00	323.89
130 EMPLOYER PAID INSURANCE	735.37	6.96	3,095.60	1.70	7,621.00	4,525.40
210 OPERATING SUPPLIES	533.10	5.05	1,642.57	0.90	7,000.00	5,357.43
214 UNIFORMS	0.00		0.00		280.00	280.00
220 REPAIR/MAINTENANCE SUPPLIES	243.25	2.30	422.85	0.23	20,500.00	20,077.15
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		500.00	500.00
325 COMMUNICATION-OTHER	374.47	3.54	2,360.04	1.30	5,000.00	2,639.96
331 TRAVEL/MILEAGE	0.00		0.00		100.00	100.00
360 INSURANCE	0.00		388.74	0.21	800.00	411.26
370 MAINTENANCE/SUPPORT FEES	501.39	4.75	887.05	0.49	1,700.00	812.95
400 REPAIRS & MAINTENANCE	27.15	0.26	7,833.85	4.31	35,000.00	27,166.15
410 RENTALS	0.00		2.00		0.00	-2.00
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		75.00	75.00
433 MMUA SAFETY PROGRAM	0.00		2,411.37	1.33	4,750.00	2,338.63
435 UNCOLLECTIBLE	0.00		54.41	0.03	0.00	-54.41
440 PROFESSIONAL SERVICES	0.00		0.00		5,000.00	5,000.00
Account Total						
	6,535.65	61.87	34,055.70	18.74	131,562.00	97,506.30
Total Department	6,535.65	61.87	34,055.70	18.74	131,562.00	97,506.30
Storm Administration						

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605 Storm Water

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Storm Admin						
101 FULL-TIME EMPLOYEES - REGULAR	1,871.77	17.72	6,530.72	3.59	19,500.00	12,969.28
121 EMPLOYER PERA CONTRIBUTIONS	139.95	1.32	488.45	0.27	1,463.00	974.55
122 EMPLOYER FICA CONTRIBUTIONS	110.52	1.05	381.93	0.21	1,209.00	827.07
123 EMPLOYER MEDICARE CONTRIBUTION	25.85	0.24	89.32	0.05	283.00	193.68
130 EMPLOYER PAID INSURANCE	213.38	2.02	980.74	0.54	3,000.00	2,019.26
150 WORKER'S COMPENSATION	0.00		3,595.00	1.98	5,600.00	2,005.00
210 OPERATING SUPPLIES	12.49	0.12	58.50	0.03	700.00	641.50
301 AUDITING/ACCOUNTING	-40.00	-0.38	988.00	0.54	980.00	-8.00
303 ENGINEERING FEES	0.00		0.00		5,000.00	5,000.00
304 LEGAL FEES	0.00		29.00	0.02	0.00	-29.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		300.00	300.00
343 OTHER ADVERTISING	248.00	2.35	248.00	0.14	0.00	-248.00
370 MAINTENANCE/SUPPORT FEES	0.00		141.30	0.08	450.00	308.70
430 OTHER SERVICE/CHARGES-MISC.	2.50	0.02	12.50	0.01	200.00	187.50
438 CREDIT CARD FEES	315.00	2.98	1,656.98	0.91	2,800.00	1,143.02
440 PROFESSIONAL SERVICES	1,000.00	9.47	1,540.00	0.85	725.00	-815.00
444 OTHER CONTRACTUAL SERVICES	128.25	1.21	747.17	0.41	0.00	-747.17
Account Total	4,027.71	38.13	17,487.61	9.63	42,210.00	24,722.39
Total Department	4,027.71	38.13	17,487.61	9.63	42,210.00	24,722.39
Total Expenses	10,563.36	100.00	181,679.90	100.00	318,547.00	136,867.10
Net Income (Loss)	27,283.63	258.29	12,596.83	6.93		

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606 ICE ARENA

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Revenue						
Ice Arena						
3450 SCHOOL/YOUTH ICE RENTAL	9,489.13	29.19	62,879.38	46.46	200,000.00	-137,120.62
3451 LEAGUE HOCKEY	3,111.99	9.57	8,350.67	6.17	79,000.00	-70,649.33
3452 PUBLIC SKATE	27.94	0.09	741.97	0.55	2,500.00	-1,758.03
3453 OPEN HOCKEY/ ICE TIME	665.89	2.05	2,794.02	2.06	5,000.00	-2,205.98
3454 LEASED SIGN REVENUE	700.00	2.15	700.00	0.52	3,500.00	-2,800.00
3455 CONCESSION/RENTS	0.00		0.00		2,516.00	-2,516.00
3456 POP/GUMBALL SALES	288.67	0.89	948.76	0.70	3,000.00	-2,051.24
3457 SKATE RENTS/SHARPENING	43.00	0.13	244.59	0.18	1,500.00	-1,255.41
3458 PRO SHOP SALES	9.00	0.03	52.00	0.04	200.00	-148.00
3624 MISC REVENUE - REFUNDS	0.00		700.08	0.52	0.00	700.08
Total Department	14,335.62	44.10	77,411.47	57.20	297,216.00	-219,804.53
Total Revenue	14,335.62	100.00	77,411.47	100.00	297,216.00	-219,804.53
Expenses						
Ice Arena						
Ice Arena						
101 FULL-TIME EMPLOYEES - REGULAR	11,126.41	34.23	40,742.81	30.10	96,500.00	55,757.19
103 PART-TIME EMPLOYEES	4,194.78	12.90	18,756.48	13.86	48,000.00	29,243.52
121 EMPLOYER PERA CONTRIBUTIONS	911.31	2.80	3,450.33	2.55	9,000.00	5,549.67
122 EMPLOYER FICA CONTRIBUTIONS	926.19	2.85	3,570.14	2.64	8,959.00	5,388.86
123 EMPLOYER MEDICARE CONTRIBUTION	216.60	0.67	834.93	0.62	1,400.00	565.07
130 EMPLOYER PAID INSURANCE	1,794.17	5.52	8,272.72	6.11	23,000.00	14,727.28
142 UNEMPLOYMENT BENEFIT	0.00		-172.24	-0.13	0.00	172.24
150 WORKER'S COMPENSATION	0.00		4,417.00	3.26	3,500.00	-917.00
210 OPERATING SUPPLIES	431.58	1.33	629.70	0.47	4,000.00	3,370.30
214 UNIFORMS	0.00		0.00		600.00	600.00
220 REPAIR/MAINTENANCE SUPPLIES	8.94	0.03	4,070.35	3.01	7,500.00	3,429.65
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		64.99	0.05	1,000.00	935.01
261 MERCH FOR RESALE-TAX	0.00		357.61	0.26	2,000.00	1,642.39
301 AUDITING/ACCOUNTING	0.00		900.00	0.66	900.00	0.00
321 TELEPHONE	287.24	0.88	1,151.05	0.85	3,200.00	2,048.95
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		1,000.00	1,000.00
334 MEMBERSHIP DUES AND FEES	0.00		275.60	0.20	400.00	124.40
343 OTHER ADVERTISING	14.05	0.04	56.20	0.04	200.00	143.80
370 MAINTENANCE/SUPPORT FEES	510.75	1.57	1,338.75	0.99	2,400.00	1,061.25
380 UTILITY SERVICES	5,901.21	18.15	22,879.76	16.90	76,000.00	53,120.24
400 REPAIRS & MAINTENANCE	6,183.12	19.02	22,729.94	16.79	22,500.00	-229.94
430 OTHER SERVICE/CHARGES-MISC.	0.00		352.00	0.26	2,000.00	1,648.00
433 MMUA SAFETY PROGRAM	0.00		592.50	0.44	1,010.00	417.50
440 PROFESSIONAL SERVICES	0.00		0.00		500.00	500.00
444 OTHER CONTRACTUAL SERVICES	0.00		73.59	0.05	0.00	-73.59
Account Total						
	32,506.35	100.00	135,344.21	100.00	315,569.00	180,224.79
Total Department	32,506.35	100.00	135,344.21	100.00	315,569.00	180,224.79

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606 ICE ARENA

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Total Expenses	32,506.35	100.00	135,344.21	100.00	315,569.00	180,224.79
Net Income(Loss)	-18,170.73	-55.90	-57,932.74	-42.80		

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609 Liquor Fund

	Actual Period to Date	%	Actual Year-To-Date	%	Annual Budget "	Variance
Revenue						
Financial Adminstration						
3621 INTEREST EARNED	724.71	0.46	7,152.42	1.26	3,000.00	4,152.42
3624 MISC REVENUE - REFUNDS	0.00		0.00		250.00	-250.00
3626 MONEY MARKET INTEREST	13.00	0.01	59.00	0.01	0.00	59.00
Total Department	737.71	0.47	7,211.42	1.27	3,250.00	3,961.42
Merchandise						
3781 SALES - LIQUOR	40,829.26	25.76	191,932.57	33.93	422,000.00	-230,067.43
3782 SALES - BEER	70,674.62	44.58	283,952.53	50.20	904,000.00	-620,047.47
3783 SALES - WINE	22,066.26	13.92	100,765.55	17.82	195,000.00	-94,234.45
3784 SALES - MISC. TAXABLE	2,133.82	1.35	9,083.71	1.61	22,000.00	-12,916.29
3786 SALES - NON-TAXABLE	808.75	0.51	2,173.29	0.38	5,215.00	-3,041.71
3794 CASH OVER	80.35	0.05	289.89	0.05	0.00	289.89
Total Department	136,593.06	86.17	588,197.54	103.99	1,548,215.00	-960,017.46
Total Revenue	137,330.77	100.00	595,408.96	100.00	1,551,465.00	-956,056.04
Expenses						
Financial Adminstration						
Financial Administration						
101 FULL-TIME EMPLOYEES - REGULAR	0.00		0.00		2,600.00	2,600.00
121 EMPLOYER PERA CONTRIBUTIONS	0.00		0.00		195.00	195.00
122 EMPLOYER FICA CONTRIBUTIONS	0.00		0.00		161.00	161.00
123 EMPLOYER MEDICARE CONTRIBUTION	0.00		0.00		38.00	38.00
301 AUDITING/ACCOUNTING	-180.00	-0.11	4,446.00	0.79	4,406.00	-40.00
Account Total	-180.00	-0.11	4,446.00	0.79	7,400.00	2,954.00
Total Department	-180.00	-0.11	4,446.00	0.79	7,400.00	2,954.00
Merchandise						
Merchandise						
210 OPERATING SUPPLIES	377.58	0.24	1,150.39	0.20	2,500.00	1,349.61
251 LIQUOR	62,572.99	39.47	208,563.88	36.87	440,100.00	231,536.12
252 BEER	62,534.31	39.45	215,223.25	38.05	701,200.00	485,976.75
254 MISC TAXABLES (SOFT DRINKS,ETC	1,913.81	1.21	5,947.73	1.05	15,000.00	9,052.27
257 ICE	429.63	0.27	825.74	0.15	2,000.00	1,174.26
259 NON-TAX MISC (O.J., ETC)	102.65	0.06	604.15	0.11	642.00	37.85
335 FREIGHT	1,025.15	0.65	3,842.84	0.68	10,000.00	6,157.16
430 OTHER SERVICE/CHARGES-MISC.	0.00		0.00		50.00	50.00
438 CREDIT CARD FEES	1,889.71	1.19	9,991.39	1.77	25,000.00	15,008.61
Account Total	130,845.83	82.54	446,149.37	78.88	1,196,492.00	750,342.63
Total Department	130,845.83	82.54	446,149.37	78.88	1,196,492.00	750,342.63

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609 Liquor Fund

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Manager						
Manager						
101 FULL-TIME EMPLOYEES - REGULAR	8,618.40	5.44	31,559.04	5.58	75,000.00	43,440.96
121 EMPLOYER PERA CONTRIBUTIONS	646.38	0.41	2,366.93	0.42	5,625.00	3,258.07
122 EMPLOYER FICA CONTRIBUTIONS	524.91	0.33	1,909.52	0.34	4,650.00	2,740.48
123 EMPLOYER MEDICARE CONTRIBUTION	122.76	0.08	446.56	0.08	1,088.00	641.44
130 EMPLOYER PAID INSURANCE	838.93	0.53	3,864.60	0.68	8,500.00	4,635.40
150 WORKER'S COMPENSATION	0.00		5,817.00	1.03	5,000.00	-817.00
210 OPERATING SUPPLIES	13.40	0.01	604.85	0.11	700.00	95.15
216 PERIODICALS	0.00		0.00		40.00	40.00
240 SMALL TOOLS/MINOR EQUIPMENT	90.64	0.06	453.20	0.08	3,600.00	3,146.80
304 LEGAL FEES	0.00		0.00		100.00	100.00
321 TELEPHONE	149.28	0.09	599.80	0.11	1,900.00	1,300.20
331 TRAVEL/MILEAGE	0.00		0.00		250.00	250.00
333 STAFF MEETINGS & CONFERENCES	359.26	0.23	1,524.26	0.27	900.00	-624.26
334 MEMBERSHIP DUES AND FEES	0.00		735.00	0.13	1,500.00	765.00
343 OTHER ADVERTISING	477.65	0.30	1,445.11	0.26	9,000.00	7,554.89
351 LEGAL NOTICES PUBLISHING	0.00		0.00		250.00	250.00
352 GENERAL NOTICE/PUBLIC INFO	0.00		0.00		25.00	25.00
370 MAINTENANCE/SUPPORT FEES	1,107.79	0.70	2,258.17	0.40	3,000.00	741.83
430 OTHER SERVICE/CHARGES-MISC.	0.00		20.00		1,000.00	980.00
433 MMUA SAFETY PROGRAM	0.00		592.50	0.10	1,200.00	607.50
439 CASH SHORT	157.82	0.10	421.97	0.07	0.00	-421.97
440 PROFESSIONAL SERVICES	0.00		540.00	0.10	525.00	-15.00
Account Total						
	13,107.22	8.27	55,158.51	9.75	123,853.00	68,694.49
Total Department	13,107.22	8.27	55,158.51	9.75	123,853.00	68,694.49
Cashiers						
Cashiers						
101 FULL-TIME EMPLOYEES - REGULAR	4,684.80	2.96	17,158.80	3.03	44,000.00	26,841.20
103 PART-TIME EMPLOYEES	5,114.30	3.23	17,245.42	3.05	40,000.00	22,754.58
121 EMPLOYER PERA CONTRIBUTIONS	715.73	0.45	2,886.06	0.51	6,300.00	3,413.94
122 EMPLOYER FICA CONTRIBUTIONS	587.23	0.37	2,031.54	0.36	5,208.00	3,176.46
123 EMPLOYER MEDICARE CONTRIBUTION	137.33	0.09	475.14	0.08	1,218.00	742.86
130 EMPLOYER PAID INSURANCE	1,754.28	1.11	8,033.45	1.42	19,000.00	10,966.55
160 LIABILITY INSURANCE	0.00		22.86		40.00	17.14
333 STAFF MEETINGS & CONFERENCES	377.82	0.24	377.82	0.07	300.00	-77.82
334 MEMBERSHIP DUES AND FEES	0.00		0.00		50.00	50.00
Account Total						
	13,371.49	8.44	48,231.09	8.53	116,116.00	67,884.91
Total Department	13,371.49	8.44	48,231.09	8.53	116,116.00	67,884.91
Janitor						
Janitor						
210 OPERATING SUPPLIES	21.99	0.01	631.03	0.11	600.00	-31.03
Account Total						
	21.99	0.01	631.03	0.11	600.00	-31.03
Total Department	21.99	0.01	631.03	0.11	600.00	-31.03

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609 Liquor Fund

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Buildings and Maintenance						
Buildings & Maintenance						
220 REPAIR/MAINTENANCE SUPPLIES	12.65	0.01	101.01	0.02	100.00	-1.01
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		1,000.00	1,000.00
360 INSURANCE	0.00		2,958.12	0.52	4,500.00	1,541.88
380 UTILITY SERVICES	875.53	0.55	3,398.31	0.60	12,500.00	9,101.69
400 REPAIRS & MAINTENANCE	0.00		3,527.47	0.62	21,000.00	17,472.53
410 RENTALS	467.73	0.30	1,015.97	0.18	750.00	-265.97
Account Total						
	1,355.91	0.86	11,000.88	1.94	39,850.00	28,849.12
Total Department	1,355.91	0.86	11,000.88	1.94	39,850.00	28,849.12
Depreciation						
Depreciation						
420 DEPRECIATION	0.00		0.00		13,000.00	13,000.00
Account Total						
					13,000.00	13,000.00
Total Department					13,000.00	13,000.00
Other Expenses						
Other Expense						
720 OPERATING TRANSFERS	0.00		0.00		16,000.00	16,000.00
Account Total						
					16,000.00	16,000.00
Total Department					16,000.00	16,000.00
Total Expenses	158,522.44	100.00	565,616.88	100.00	1,513,311.00	947,694.12
Net Income (Loss)	-21,191.67	-13.37	29,792.08	5.27		

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CITY OF KASSON
Income Statement by Department
For the Accounting Period: 5 / 19

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610 Maple Grove Cemetery

	Actual		Actual		Annual Budget "	Variance
	Period to Date	%	Year-To-Date	%		
Revenue						
Cemetery Operations						
3410 CHARGES FOR SERVICES	1,250.00	22.91	3,600.00	19.75	9,000.00	-5,400.00
3411 CEMETARY LAND RENT	0.00		3,045.55	16.71	6,000.00	-2,954.45
3621 INTEREST EARNED	257.48	4.72	1,544.67	8.48	4,000.00	-2,455.33
3624 MISC REVENUE - REFUNDS	150.00	2.75	150.00	0.82	300.00	-150.00
3626 MONEY MARKET INTEREST	5.00	0.09	22.00	0.12	0.00	22.00
3711 BURIAL LOTS	1,350.00	24.74	2,025.00	11.11	4,000.00	-1,975.00
Total Department	3,012.48	55.21	10,387.22	57.00	23,300.00	-12,912.78
Total Revenue	3,012.48	100.00	10,387.22	100.00	23,300.00	-12,912.78
Expenses						
Cemetery Operations						
Cemetery Operations						
101 FULL-TIME EMPLOYEES - REGULAR	1,243.31	22.79	4,384.02	24.06	10,500.00	6,115.98
121 EMPLOYER PERA CONTRIBUTIONS	93.22	1.71	328.76	1.80	788.00	459.24
122 EMPLOYER FICA CONTRIBUTIONS	73.70	1.35	257.25	1.41	651.00	393.75
123 EMPLOYER MEDICARE CONTRIBUTION	17.25	0.32	60.18	0.33	152.00	91.82
130 EMPLOYER PAID INSURANCE	148.93	2.73	685.64	3.76	1,600.00	914.36
150 WORKER'S COMPENSATION	0.00		838.00	4.60	465.00	-373.00
210 OPERATING SUPPLIES	12.48	0.23	37.82	0.21	500.00	462.18
212 MOTOR FUELS	0.00		0.00		500.00	500.00
214 UNIFORMS	0.00		0.00		50.00	50.00
220 REPAIR/MAINTENANCE SUPPLIES	0.00		0.00		500.00	500.00
240 SMALL TOOLS/MINOR EQUIPMENT	0.00		0.00		2,000.00	2,000.00
301 AUDITING/ACCOUNTING	-40.00	-0.73	988.00	5.42	980.00	-8.00
333 STAFF MEETINGS & CONFERENCES	0.00		0.00		500.00	500.00
334 MEMBERSHIP DUES AND FEES	0.00		0.00		100.00	100.00
343 OTHER ADVERTISING	0.00		0.00		100.00	100.00
360 INSURANCE	0.00		300.68	1.65	600.00	299.32
370 MAINTENANCE/SUPPORT FEES	270.00	4.95	1,470.30	8.07	1,560.00	89.70
380 UTILITY SERVICES	29.33	0.54	122.69	0.67	250.00	127.31
430 OTHER SERVICE/CHARGES-MISC.	402.50	7.38	4,350.50	23.87	8,000.00	3,649.50
440 PROFESSIONAL SERVICES	0.00		270.00	1.48	400.00	130.00
444 OTHER CONTRACTUAL SERVICES	3,205.92	58.75	4,130.92	22.67	24,000.00	19,869.08
Account Total	5,456.64	100.00	18,224.76	100.00	54,196.00	35,971.24
Total Department	5,456.64	100.00	18,224.76	100.00	54,196.00	35,971.24
Total Expenses	5,456.64	100.00	18,224.76	100.00	54,196.00	35,971.24
Net Income (Loss)	-2,444.16	-44.79	-7,837.54	-43.00		