



**CITY OF ANNANDALE  
COUNCIL MEETING AGENDA**

Meeting #10  
Regular Meeting  
City Council Chambers

July 10, 2022  
6:30 P.M.

**Mayor:** Shelly Jonas  
**Councilmember's:** Matthew Wuollet  
Corey Czycalla  
Tina Honsey  
JT Grundy

**For those who would like to view or listen to the public meeting, there are two options:**

**Online:** <https://us02web.zoom.us/j/89435229277?pwd=dIRyaGZwNkEwUTNyWDZrYXgwdUQwOT09>

Or Telephone: 312-626-6799  
Webinar ID: 894 3522 9277  
Passcode: 565138

---

1. **CALL TO ORDER/ROLL CALL/ADOPT AGENDA**
2. **APPROVAL OF MINUTES**
3. **VISITOR'S- NONE**
4. **PUBLIC HEARING**
  - A. [Interim Ordinance for Prohibiting New Uses Related to Cannabis](#)
5. **OPEN FORUM- NONE**
6. **CONSENT AGENDA**
  - A. [Approve Auditing Claims](#)
  - B. [Approve Departments Reports](#)
  - C. [Approve Employment Anniversaries](#)
  - D. [Approve Special Events](#)
  - E. [Approve Appointment of Fire Fighter](#)
  - F. [Approve Resolution Renewing Liquor Licenses](#)
  - G. [Approve Dental Renewal](#)
  - H. [Approve Letter of Support- Goldendale Housing](#)
  - I. [Approve Donations](#)
  - J. [Approve Pay Estimate #2- Lake John Utilities](#)
7. **REMOVED CONSENT ITEMS**

(See Reverse Side for Additional Agenda Items)

**8. UNFINISHED BUSINESS- NONE**

**9. NEW BUSINESS**

A. [Resolution Approving Financing for Hemlock Project](#)

B. [Ordinance and Resolution Approving Minor Subdivision, Rezoning and CUP- Mares](#)

**10. MAYOR/COUNCIL REPORTS**

**11. ADJOURNMENT**

**MINUTES**  
**ANNANDALE CITY COUNCIL**  
**June 5, 2023**

**CALL TO ORDER/ROLL CALL:** The City Council of Annandale, Minnesota met for a regular meeting on June 5, 2023 at 6:30 p.m. at the City Hall Council Chambers. Mayor Jonas called the meeting to order at 6:30 p.m.

City Council Present: Jonas, Wuollet, Honsey, Grundy, Czycalla. City Council members absent: None. Also, present were Administrator Hinnenkamp, Police Chief Standafer, Community Development Director Thunander, Public Works Director Haller, City Engineer Nick Peterson, Josh Daniels- MnDot, Jim Hallgren- MnDot, Andy Wahlquist- Star Bank, members of the public and the Annandale Advocate.

**SET AGENDA:** The following items were added to the agenda: Added additional Relocation Agreement for Larsen Apartments, Appointment of Police Reserve Officer, Approval of Sale of Truck and Appointment of Fire Fighter. A motion was made by Honsey and seconded by Czycalla to approve the agenda as amended. The motion carried unanimously.

All motions are approved unanimously unless otherwise noted.

**MINUTES:** A motion was made by Czycalla and seconded by Honsey to approve the minutes from May 8, 2023 and the April 10, 2023 Board of Review.

**VISITORS: NONE**

**PUBLIC HEARINGS:**

**MnDot Municipal Consent-** Mayor Jonas opened the public hearing. Andy Wahlquist representing Star Bank expressed his concern with losing the frontage road entrance east of Poplar Avenue. Josh Daniels with MnDot provided Council information on the proposed changes to that intersection. The council further discussed the remaining scope of work with the project and expressed interest in pedestrian improvements at Oak Avenue. Mayor Jonas closed the public hearing at 7:31pm. A motion was made by Czycalla and seconded by Jonas to approve the Resolution as presented and direct staff to continue to work on the cul de sac with Star Bank and to look for potential pedestrian crossing improvements at Oak Avenue.

**Hemlock Improvement Hearing-** Mayor Jonas opened the public hearing. After hearing no input from the public, the public hearing was closed.

**OPEN FORUM: None**

**CONSENT AGENDA:**

A motion was made by Czycalla and seconded by Wuollet, to approve the Consent Agenda as presented.

- A. Approve Auditing Claims – Updated from Packet
- B. Approve Departments Reports
- C. Approve Employment Anniversaries
- D. Approve Cooperative Agreement with Corinna Township
- E. Approve Special Events
- F. Approve Resolution Approving PERA for Hakala
- G. Approve Relocation Agreements- 74 Oak Ave N
- H. Approve Resolution Appointing Seasonal PW Staff- Lueders
- I. Approve Zoning Text Amendments
- J. Approve Business Park Site Plan- Bruggeman
- K. Approve Amendments to Development Agreement and Final Plat- Willows of Annandale
- L. Approve Resolution Adopting Hazard Mitigation Plan

**REMOVED CONSENT ITEMS: NONE**

**UNFINISHED BUSINESS: NONE**

**NEW BUSINESS:**

**Approval for Awning Plan- American Family Insurance-** A motion was made by Wuollet and seconded by Czycalla to provide wider awnings to match window frames and defer to EDC for final approval.

**Consider RFP for Refuse/Recycling Services-** A motion was made by Grundy and seconded by Wuollet to authorize an RFP for Refuse/Recycling Services.

**Consider Vending Contract with Bernicks for Municipal Park-** A motion was made by Czycalla and seconded by Wuollet to approve a contract with Bernicks for the install of a vending machine at the beach house.

**Call Special Meetings for Hemlock Improvements and Audit-** The Council scheduled the meetings for 6/16/23 at 10am for considering bids for Hemlock Improvements and 6/26/23 and noon for the Audit presentation.

**Consider RFP for DT Redevelopment-** A motion was made by Grundy and seconded by Honsey to authorize the RFP as presented.

**Purchase of Truck-** Haller presented an update on the truck order from 2022. Lundeen had the truck come in. The updated quote is \$52,500. A motion was made by Wuollet and seconded by Czycalla to authorize the purchase at the increased price as presented and authorize sale of the 2000 truck as presented.

**MAYOR/COUNCIL REPORTS:**

Haller: Updated Council on Splash Pad Install

Standafer: Updated Council on recent activities

Honsey: Discussed concerns she received on the paddleboard location. Council directed staff to look at a new location.

Czycalla: Brought up concerns with Triplett Farms Project. Staff will set up a meeting to discuss with developer.

**ADJOURNMENT:**

Moved by Honsey and seconded by Wuollet to adjourn. The meeting was adjourned at 8:33pm.

---

Shelly Jonas, Mayor

ATTEST:

---

Kelly Hinnenkamp, City Administrator



## City Council Agenda

July 10, 2023

**Agenda Section:** Public Hearing

**Agenda No.** 5A

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Interim Ordinance- Cannabis

### Core Strategy:

- |   |   |
|---|---|
| <input type="checkbox"/> Inspire Community Engagement       | <input type="checkbox"/> Provide Proactive Leadership               |
| <input type="checkbox"/> Increase Operational Effectiveness | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment | <input checked="" type="checkbox"/> Other: Compliance               |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails |   |

---

### Background

Attached is a proposed ordinance to consider that would enact a moratorium on the sale of Cannabis in Annandale. The MN Legislature approve the use and sale of Cannabis in during the 2023 Session. Staff is recommending approval of the ordinance to allow time to research the newly enacted law and its impact on city ordinance.

### Recommended Action

Approve Ordinance as presented

---

### Attachments:

Draft Ordinance

**ORDINANCE NO. \_\_\_\_**  
**AN INTERIM ORDINANCE PROHIBITING THE ESTABLISHMENT OF  
NEW USES OR THE EXPANSION OF EXISTING USES RELATED TO  
THE RETAIL SALE OF EDIBLE CANNABIS PRODUCTS AND LOWER  
POTENCY HEMP EDIBLES**

**THE CITY OF ANNANDALE DOES ORDAIN:**

PREAMBLE: The following ordinance is necessary for the immediate preservation of the public peace, health, morals, safety, and welfare because of the inherent risk of injury to persons related to the recently legalized sale of edible cannabis products and lower potency hemp edibles as defined in Minn. Stat. 342.01, Subd. 31 and 50. A prohibition on the retail sale of such products is necessary to ensure that the City has sufficient time to study reasonable time place and manner restrictions that will protect the health and safety of the residents of Annandale.

**Section 1. Authority and Findings.**

- A. The Minnesota Legislature recently enacted Minnesota Statutes, §342.01, et seq. relating to the sale of edible cannabis products and lower potency hemp edibles. The new law permits the City to adopt an interim ordinance to regulate, restrict, or prohibit the operation of a cannabis business within the City until January 1, 2025 for the purpose of conducting studies for considering reasonable restrictions on the time, place, and manner of the operation of a cannabis business.
- B. The City Council believes that authorizing a study regarding the types of uses that involve the retail sale of edible cannabis products and lower potency hemp edibles is necessary to evaluate the regulatory options available to the City and is for the purpose of protecting the health and safety of Annandale's residents.

**Section 2. Study.** The City Council hereby authorizes and directs City staff to conduct a study of the issues relating to the retail sale of edible cannabis products and lower potency hemp edibles. Staff will then make a recommendation to the City Council about whether the City should amend its zoning, business- licensing, or other general Code provisions related to these types of uses to better protect the residents of Annandale.

**Section 3. Moratorium.** In accordance with the findings set forth herein, a moratorium is established as follows:

- A. The establishment of new uses or expansion of existing use to allow the retail sale of edible cannabis products and lower potency hemp edibles is hereby prohibited, for a period ending on January 1, 2025, or until the Council repeals this Ordinance, whichever occurs first.
- B. During the term of this Ordinance, the City staff will not issue any registration, nor will it accept or process any applications for uses related to the retail sale of edible cannabis products and lower potency hemp edibles.

**Section 4. Enforcement.** In addition to any criminal penalties allowed by law, the City may enforce this Interim Ordinance by injunction or any other appropriate civil remedy in any court of competent jurisdiction. A violation of this Ordinance is also subject to the City's general penalty in Section 115 of the Annandale City Code.

**Section 5. Severability.** Every section, subsection, provision, or part of this Ordinance is declared

severable from every other section, subsection, provision, or part. If any section, subsection, provision, or part of this interim ordinance is adjudged to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, subsection, provision, or part.

**Section 6. Effective Date; Duration.** This interim ordinance shall become effective immediately upon its approval by the Council; however no prosecution based on the provisions of this Ordinance shall occur until twenty-four hours after the Ordinance has been filed with the city clerk and published, unless the person charged with violation had actual notice of the passage of the Ordinance prior to the act or omission complained of. It shall be effective until the earlier of the following events: (a) January 1, 2025, or (b) the date upon which the City Council adopts an ordinance repealing this Ordinance.

**Section 7. Summary.** That the following summary clearly informs the public of the intent and effect of the Ordinance and is approved for publication: "The purpose of this Ordinance is to authorize a study related to the retail sales of recently legalized of edible cannabis products and lower potency hemp edibles. Staff will then make a recommendation to the City Council about whether the City should amend its zoning, business-licensing, or other general Code provisions related to these types of products and associated uses to better protect the residents of Annandale. During the term of this Ordinance, the retail sale of edible cannabis products and lower potency hemp edibles is prohibited."

Passed by the City Council this \_\_\_\_\_ day of June, 2023.

---

Shelly Jonas, Mayor

ATTEST:

---

Kelly Hinnenkamp, City Administrator (SEAL)



# City Council Agenda

July 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6A

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Auditing Claims

**Core Strategy:**

- Inspire Community Engagement
  - Increase Operational Effectiveness
  - Enhance Local Business Environment
  - Develop/Manage Strong Parks/Trails
  - Provide Proactive Leadership
  - Ensure Safe/Well Kept Community
  - Other: Compliance
- 

**Background**

Attached is a copy of the Auditing Claims presented for approval for all claims paid or to be paid since the prior Council meeting.

**Recommended Action**

Approve Auditing Claims

---

**Attachments:**

Auditing Claims

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.
- Invoice Detail.GL Account = "001"- "699"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>A R ENGH</b>								
4648	A R ENGH	231092	HVAC MAINTENANCE	06/21/2023	125.00	.00		
Total A R ENGH:					125.00	.00		
<b>ADVANCED GRAPHIX INC.</b>								
24	ADVANCED GRAPHIX INC.	211691	PD TABLECLOTH WITH GRAPHI	05/31/2023	286.00	286.00	06/29/2023	
Total ADVANCED GRAPHIX INC.:					286.00	286.00		
<b>ANNANDALE ADVOCATE</b>								
180	ANNANDALE ADVOCATE	5312023	SUMMER GUIDE	05/31/2023	270.00	270.00	06/29/2023	
180	ANNANDALE ADVOCATE	53123	CLEAN UP AD	05/31/2023	324.05	324.05	06/29/2023	
180	ANNANDALE ADVOCATE	53123	SUMMER GUIDE	05/31/2023	1,702.50	1,702.50	06/29/2023	
180	ANNANDALE ADVOCATE	53123	RECYCLING	05/31/2023	149.00	149.00	06/29/2023	
180	ANNANDALE ADVOCATE	53123	WATER REPORT	05/31/2023	648.15	648.15	06/29/2023	
180	ANNANDALE ADVOCATE	53123	HEMLOCK HEARING	05/31/2023	89.60	89.60	06/29/2023	
180	ANNANDALE ADVOCATE	53123	LEGAL	05/31/2023	58.80	58.80	06/29/2023	
180	ANNANDALE ADVOCATE	53123	PZ HEARING NOTICES	05/31/2023	184.80	184.80	06/29/2023	
180	ANNANDALE ADVOCATE	53123	SAFETY AND GRAD AD	05/31/2023	78.00	78.00	06/29/2023	
180	ANNANDALE ADVOCATE	53123	MINUTES	05/31/2023	288.40	288.40	06/29/2023	
180	ANNANDALE ADVOCATE	53123	ADVERTISEMENT OF BIDS	05/31/2023	1,478.40	1,478.40	06/29/2023	
Total ANNANDALE ADVOCATE:					5,271.70	5,271.70		
<b>ANNANDALE AUTO CARE LLC</b>								
188	ANNANDALE AUTO CARE LLC	121073	BATTERY	05/30/2023	171.95	171.95	06/29/2023	
Total ANNANDALE AUTO CARE LLC:					171.95	171.95		
<b>ANNANDALE ROCK PRODUCTS INC</b>								
255	ANNANDALE ROCK PRODUCTS	58716	SAND	06/01/2023	197.46	197.46	06/22/2023	
Total ANNANDALE ROCK PRODUCTS INC:					197.46	197.46		
<b>ANNANDALE-MAPLE LAKE</b>								
230	ANNANDALE-MAPLE LAKE	MAY23WWTP	MAY FLOW	06/20/2023	64,428.00	64,428.00	06/22/2023	
Total ANNANDALE-MAPLE LAKE:					64,428.00	64,428.00		
<b>ARAMARK UNIFORM SERVICES</b>								
286	ARAMARK UNIFORM SERVICES	2530146990	PW UNIFORMS	06/01/2023	48.68	48.68	06/22/2023	
286	ARAMARK UNIFORM SERVICES	2530149487	SEWER UNIFORMS	06/08/2023	48.68	48.68	06/29/2023	
286	ARAMARK UNIFORM SERVICES	2530151941	WATER UNIFORMS	06/15/2023	149.42	149.42	06/29/2023	
286	ARAMARK UNIFORM SERVICES	2530154451	PW UNIFORMS	06/22/2023	54.25	54.25	06/29/2023	
286	ARAMARK UNIFORM SERVICES	2530156901	WATER UNIFORMS	06/29/2023	54.25	.00		
Total ARAMARK UNIFORM SERVICES:					355.28	301.03		
<b>ARNOLD'S OF KIMBALL</b>								
300	ARNOLD'S OF KIMBALL	P60952	PARTS	05/22/2023	2.05	2.05	06/22/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total ARNOLD'S OF KIMBALL:					2.05	2.05		
<b>BERGLUND BAUMGARTNER KIMBALL &amp; GLASER</b>								
5194	BERGLUND BAUMGARTNER KI	61223	BBKG PROSECUTION SERVICE	06/12/2023	495.00	495.00	06/29/2023	
5194	BERGLUND BAUMGARTNER KI	MAY23 SRVCS	BBKG PROSECUTION SERVICE	06/07/2023	1,939.59	1,939.59	06/29/2023	
Total BERGLUND BAUMGARTNER KIMBALL & GLASER:					2,434.59	2,434.59		
<b>BLUE CROSS BLUE SHIELD OF MN</b>								
5318	BLUE CROSS BLUE SHIELD OF	230601299628	INSURANCE	06/01/2023	74.14	74.14	06/22/2023	
Total BLUE CROSS BLUE SHIELD OF MN:					74.14	74.14		
<b>BOND TRUST SERVICES CORP/33846</b>								
466	BOND TRUST SERVICES CORP/	2008B- AUG23	2008B - INTEREST	06/29/2023	2,165.63	2,165.63	06/29/2023	
Total BOND TRUST SERVICES CORP/33846:					2,165.63	2,165.63		
<b>BREMER BANK, ATTN: CHAD FAUL</b>								
5167	BREMER BANK, ATTN: CHAD FA	2019A- AUG23	D/S INTEREST - TIF 14 - 2019A	06/29/2023	12,318.75	12,318.75	06/29/2023	
Total BREMER BANK, ATTN: CHAD FAUL:					12,318.75	12,318.75		
<b>BURKHARDT &amp; BURKHARDT LTD.</b>								
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	278.20	278.20	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	278.20	278.20	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	1,669.20	1,669.20	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	4,729.40	4,729.40	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	1,391.00	1,391.00	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	556.40	556.40	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	1,669.20	1,669.20	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	1,669.20	1,669.20	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	278.20	278.20	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	834.60	834.60	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	4,729.40	4,729.40	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	5,564.00	5,564.00	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	1,947.40	1,947.40	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	278.20	278.20	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	278.20	278.20	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	1,112.80	1,112.80	06/29/2023	
555	BURKHARDT & BURKHARDT LT	2290	2021 AUDIT	06/14/2023	556.40	556.40	06/29/2023	
Total BURKHARDT & BURKHARDT LTD.:					27,820.00	27,820.00		
<b>CENTER POINT ENERGY</b>								
2511	CENTER POINT ENERGY	JUN23-240 PL	HOCKEY RINK	06/14/2023	19.51	19.51	06/22/2023	
2511	CENTER POINT ENERGY	JUN23-30 CED	CITY HALL	06/14/2023	96.07	96.07	06/22/2023	
2511	CENTER POINT ENERGY	JUN23-330 OA	PAVILION	06/14/2023	30.60	30.60	06/22/2023	
2511	CENTER POINT ENERGY	JUN23-340 PO	FD	06/14/2023	80.55	80.55	06/22/2023	
2511	CENTER POINT ENERGY	JUN23-350 PO	OLD PW SHOP	06/14/2023	34.82	34.82	06/22/2023	
2511	CENTER POINT ENERGY	JUN23-541 AS	WTP	06/14/2023	247.16	247.16	06/22/2023	
2511	CENTER POINT ENERGY	JUN23-551 PO	TC	06/14/2023	18.60	18.60	06/22/2023	
2511	CENTER POINT ENERGY	JUN23-74 OAK	74 OAK A3	06/14/2023	10.20	10.20	06/22/2023	
2511	CENTER POINT ENERGY	JUN23-74 OAK	74 OAK HSE	06/14/2023	18.15	18.15	06/22/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total CENTER POINT ENERGY:					555.66	555.66		
<b>CENTRA HOMES</b>								
4646	CENTRA HOMES	6312520	FUEL - PW	06/29/2023	536.08	.00		
4646	CENTRA HOMES	6312520	FUEL - STREETS	06/29/2023	186.47	.00		
4646	CENTRA HOMES	6312520	FUEL - PARKS	06/29/2023	186.46	.00		
4646	CENTRA HOMES	6312520	FUEL - WATER	06/29/2023	128.20	.00		
4646	CENTRA HOMES	6312520	FUEL - SEWER	06/29/2023	128.19	.00		
Total CENTRA HOMES:					1,165.40	.00		
<b>CENTRA SOTA COOPERATIVE</b>								
646	CENTRA SOTA COOPERATIVE	6311956	FUEL - PW	04/26/2023	571.19	571.19	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6311956	FUEL - STREETS	04/26/2023	198.68	198.68	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6311956	FUEL - PARKS	04/26/2023	198.68	198.68	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6311956	FUEL - WATER	04/26/2023	136.58	136.58	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6311956	FUEL - SEWER	04/26/2023	136.59	136.59	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312097	FUEL - PW	05/11/2023	714.24	714.24	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312097	FUEL - STREETS	05/11/2023	248.42	248.42	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312097	FUEL - PARKS	05/11/2023	248.43	248.43	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312097	FUEL - WATER	05/11/2023	170.80	170.80	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312097	FUEL - SEWER	05/11/2023	170.80	170.80	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312367	FUEL - PW	06/12/2023	512.13	512.13	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312367	FUEL - STREETS	06/12/2023	178.13	178.13	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312367	FUEL - PARKS	06/12/2023	178.13	178.13	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312367	FUEL - WATER	06/12/2023	122.47	122.47	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312367	FUEL - SEWER	06/12/2023	122.47	122.47	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312368	FUEL - PW	06/12/2023	238.29	238.29	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312368	FUEL - STREETS	06/12/2023	82.89	82.89	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312368	FUEL - PARKS	06/12/2023	82.89	82.89	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312368	FUEL - WATER	06/12/2023	56.99	56.99	06/29/2023	
646	CENTRA SOTA COOPERATIVE	6312368	FUEL - SEWER	06/12/2023	56.99	56.99	06/29/2023	
646	CENTRA SOTA COOPERATIVE	8106175	OIL	05/12/2023	126.50	126.50	06/29/2023	
Total CENTRA SOTA COOPERATIVE:					4,299.29	4,299.29		
<b>CENTRAL LANDSCAPE SUPPLY</b>								
615	CENTRAL LANDSCAPE SUPPLY	318969	PLANTS FOR PARK	06/05/2023	79.60	79.60	06/22/2023	
Total CENTRAL LANDSCAPE SUPPLY:					79.60	79.60		
<b>CITY OF BUFFALO</b>								
710	CITY OF BUFFALO	05/31/2023 BIL	MONTHLY NET MOTION	05/31/2023	20.00	20.00	06/22/2023	
Total CITY OF BUFFALO:					20.00	20.00		
<b>CLASSIC CLEANING COMPANY</b>								
4889	CLASSIC CLEANING COMPANY	34900	TC	06/18/2023	230.00	.00		
4889	CLASSIC CLEANING COMPANY	34901	CITY HALL-	06/18/2023	673.75	.00		
4889	CLASSIC CLEANING COMPANY	34901	PD-	06/18/2023	147.00	.00		
4889	CLASSIC CLEANING COMPANY	34901	LIBRARY-	06/18/2023	404.25	.00		
4889	CLASSIC CLEANING COMPANY	34902	FD	06/18/2023	245.00	.00		
Total CLASSIC CLEANING COMPANY:					1,700.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>COLONIAL LIFE &amp; ACCIDENT</b>								
810	COLONIAL LIFE & ACCIDENT	749242407016	INSURANCE	07/01/2023	474.70	474.70	06/29/2023	
Total COLONIAL LIFE & ACCIDENT:					474.70	474.70		
<b>CORE &amp; MAIN LP</b>								
2635	CORE & MAIN LP	S899313	PARTS	06/05/2023	96.00	96.00	06/22/2023	
2635	CORE & MAIN LP	S960170	PARTS	06/01/2023	847.37	847.37	06/22/2023	
2635	CORE & MAIN LP	S975965	FITTINGS	06/09/2023	129.23	129.23	06/29/2023	
2635	CORE & MAIN LP	S982135	PARTS	06/06/2023	64.85	64.85	06/22/2023	
2635	CORE & MAIN LP	T008734	FITTINGS	06/14/2023	207.52	207.52	06/29/2023	
2635	CORE & MAIN LP	T019414	FITTINGS	06/12/2023	70.58	70.58	06/29/2023	
Total CORE & MAIN LP:					1,285.85	1,285.85		
<b>CUSTOMIZED FIRE RESCUE TRAININ</b>								
4768	CUSTOMIZED FIRE RESCUE TR	2349	FAO TRAINING	06/20/2023	1,500.00	1,500.00	06/29/2023	
Total CUSTOMIZED FIRE RESCUE TRAININ:					1,500.00	1,500.00		
<b>DELTA DENTAL</b>								
4793	DELTA DENTAL	RIS000499965	INSURANCE	07/01/2023	1,666.90	1,666.90	06/29/2023	
Total DELTA DENTAL:					1,666.90	1,666.90		
<b>DEPUTY REGISTRAR #142</b>								
1010	DEPUTY REGISTRAR #142	2023 F250	REGISTRATION FEES	06/07/2023	3,207.11	3,207.11	06/07/2023	
Total DEPUTY REGISTRAR #142:					3,207.11	3,207.11		
<b>EASTLING, JASON</b>								
5367	EASTLING, JASON	51123	R11 FABRICATION OF WALL	05/11/2023	1,800.00	1,800.00	06/22/2023	
Total EASTLING, JASON:					1,800.00	1,800.00		
<b>ELAN FINANCIAL SERVICES</b>								
4743	ELAN FINANCIAL SERVICES	JUNE 2023	LOWES #00907* 866-483-7	06/18/2023	193.23	193.23	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	MENARDS BUFFALO MN BUFFA	06/18/2023	16.08	16.08	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	MENARDS BUFFALO MN BUFFA	06/18/2023	125.74	125.74	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	MENARDS BUFFALO MN BUFFA	06/18/2023	205.64	205.64	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMZN MKTP US*TT82D1CN1 A	06/18/2023	289.99	289.99	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	MENARDS BUFFALO MN BUFFA	06/18/2023	73.49	73.49	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	BP#1425300SOUTH HAVEN SO	06/18/2023	103.25	103.25	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	RADCO SAINT CLO	06/18/2023	778.10	778.10	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	THE HOME DEPOT 2840 MONTI	06/18/2023	675.39	675.39	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	KIMBALL AUTO PARTS KIMBALL	06/18/2023	22.48	22.48	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	SHERWIN WILLIAMS 70344 MO	06/18/2023	285.35	285.35	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	DROPBOX ZPN8H3G68QRG 141	06/18/2023	119.88	119.88	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMZN MKTP US*DD7Y08KV3 A	06/18/2023	23.94	23.94	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	SAMSClub.COM 888-746-7	06/18/2023	181.63	181.63	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	MICROSOFT*MICROSOFT 36 42	06/18/2023	7.50	7.50	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	ZOOM.US 888-799-9666 WWW.Z	06/18/2023	60.12	60.12	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	USPS PO 2603000302 ANNAND	06/18/2023	11.65	11.65	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	PAYPAL *ANNACHAMBER 402-9	06/18/2023	25.00	25.00	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	PAYPAL *ANNACHAMBER 402-9	06/18/2023	25.00	25.00	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMAZON.COM*JF9MV30R3 A A	06/18/2023	28.00	28.00	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	SOUTHBROOK GRILLE 320-274	06/18/2023	137.38	137.38	06/29/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4743	ELAN FINANCIAL SERVICES	JUNE 2023	THE MARKET PLAC ANNANDAL	06/18/2023	86.76	86.76	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	THE MARKET PLAC ANNANDAL	06/18/2023	86.76	86.76	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	CUB FOODS #1550 BUFFALO	06/18/2023	43.50	43.50	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	ZSK*IT PETTY BROS MEAT ANN	06/18/2023	109.78	109.78	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMZN MKTP US*3G1VX7UO3 A	06/18/2023	65.98	65.98	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMAZON.COM*843PL7T73 A AM	06/18/2023	129.61	129.61	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	WM SUPERCENTER #3624 MO	06/18/2023	494.23	494.23	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMAZON.COM*A62AJ8403 AMZ	06/18/2023	38.98	38.98	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	USPS PO 2603000302 ANNAND	06/18/2023	27.90	27.90	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	CABELA'S ONLINE U.S. 417-873	06/18/2023	151.98	151.98	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	USPS PO 2603000302 ANNAND	06/18/2023	11.28	11.28	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	RECONYX BILLING@RE	06/18/2023	10.00	10.00	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMZN MKTP US*X690J5PI3 AM	06/18/2023	18.94	18.94	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	SP CONDOR RETAIL DEPT HTT	06/18/2023	175.90	175.90	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMZN MKTP US*QB6IN1AF3 AM	06/18/2023	22.43	22.43	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	SP SAFARILAND HTTPSSAFAR	06/18/2023	105.21	105.21	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMZN MKTP US*OP26Q0W33 A	06/18/2023	21.89	21.89	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMZN MKTP US*TS28M7KJ3 AM	06/18/2023	319.95	319.95	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	N-EAR HTTPSNEAR.	06/18/2023	164.99	164.99	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMZN MKTP US*E76IA5BJ3 AM	06/18/2023	57.36	57.36	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	SPYTEC GPS INC. 877-212-7	06/18/2023	24.95	24.95	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	AMZN MKTP US*GZ9L93MM3 A	06/18/2023	29.43	29.43	06/29/2023	
4743	ELAN FINANCIAL SERVICES	JUNE 2023	SP MY-LOR INC. HTTPSMYLOR	06/18/2023	150.90	150.90	06/29/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	HP *HP.COM STORE 888-345-5	05/18/2023	985.69	985.69	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	AMZN MKTP US*HV6AT4KC0 A	05/18/2023	29.64	29.64	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	AMAZON.COM*HV3744862 AMZ	05/18/2023	213.28	213.28	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	MENARDS BUFFALO MN BUFFA	05/18/2023	482.22	482.22	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	MENARDS BUFFALO MN BUFFA	05/18/2023	87.73	87.73	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	WEEDERS DIGEST 763-551-1	05/18/2023	11.24	11.24	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	THE HOME DEPOT #2840 MONT	05/18/2023	172.81	172.81	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	MN RENTS LLC MONTICELL	05/18/2023	92.00	92.00	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	ZOOM.US 888-799-9666 WWW.Z	05/18/2023	60.12	60.12	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	MICROSOFT*MICROSOFT 36 42	05/18/2023	7.50	7.50	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	AMAZON.COM*X69JZ0353 AMZ	05/18/2023	69.76	69.76	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	AMZN MKTP US*HM0HD63N2 A	05/18/2023	13.53	13.53	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	ANNANDALE EMBROIDERY & A	05/18/2023	402.00	402.00	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	AMZN MKTP US*HM5529TL0 AM	05/18/2023	12.98	12.98	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	AMZN MKTP US*HM91Z9PH2 A	05/18/2023	36.96	36.96	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	AMZN MKTP US*ZK24Y8443 AM	05/18/2023	102.78	102.78	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	AMAZON.COM*5O5506MY3 AM	05/18/2023	44.49	44.49	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	USPS PO 2603000302 ANNAND	05/18/2023	8.13	8.13	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	TIGERTOUGH TIGERTOUGH	05/18/2023	213.68	213.68	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	WEATHERTECH 800-44162	05/18/2023	142.75	142.75	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	RECONYX BILLING@RE	05/18/2023	5.00	5.00	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	USPS PO 2603000302 ANNAND	05/18/2023	111.40	111.40	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	SPYTEC GPS INC. 877-212-7	05/18/2023	24.95	24.95	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	EVIDENT INC 800-57676	05/18/2023	63.00	63.00	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	EVIDENT INC 800-57676	05/18/2023	54.80	54.80	06/12/2023	
4743	ELAN FINANCIAL SERVICES	MAY 2023	ARNOLD FIRE EQUIPMENT 610-	05/18/2023	119.96	119.96	06/12/2023	
Total ELAN FINANCIAL SERVICES:					9,305.95	9,305.95		

**F S 3, INC.**

1508	F S 3, INC.	83278	VAULT	05/31/2023	1,652.42	1,652.42	06/22/2023	
1508	F S 3, INC.	83447	PARTS	06/08/2023	442.33	442.33	06/22/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total F S 3, INC.:					2,094.75	2,094.75		
<b>FARM RITE EQUIPMENT INC</b>								
1336	FARM RITE EQUIPMENT INC	P75147	PARTS	06/02/2023	295.91	295.91	06/22/2023	
1336	FARM RITE EQUIPMENT INC	P75398	PARTS	06/14/2023	28.88	28.88	06/29/2023	
1336	FARM RITE EQUIPMENT INC	P75415	PARTS	06/14/2023	86.16	86.16	06/29/2023	
1336	FARM RITE EQUIPMENT INC	P75714	PARTS	06/30/2023	29.61	.00		
Total FARM RITE EQUIPMENT INC:					440.56	410.95		
<b>FASTENAL COMPANY</b>								
1338	FASTENAL COMPANY	MNMON14449	SAW BLADES	06/13/2023	179.97	179.97	06/29/2023	
1338	FASTENAL COMPANY	MNMON14470	SUPPLIES	06/26/2023	350.52	.00		
Total FASTENAL COMPANY:					530.49	179.97		
<b>FIRST PLACE EXTERIORS</b>								
5370	FIRST PLACE EXTERIORS	041323	RELOCATION CLAIM	06/06/2023	1,125.00	1,125.00	06/07/2023	
Total FIRST PLACE EXTERIORS:					1,125.00	1,125.00		
<b>GALLS LLC</b>								
1519	GALLS LLC	24723408	UNIFORM ALLOWANCE	06/06/2023	157.18	.00		
Total GALLS LLC:					157.18	.00		
<b>GOPHER STATE ONE-CALL INC</b>								
1630	GOPHER STATE ONE-CALL INC	3050184	LOCATES	05/31/2023	135.65	135.65	06/22/2023	
Total GOPHER STATE ONE-CALL INC:					135.65	135.65		
<b>GOVOFFICE</b>								
5189	GOVOFFICE	INV4328299	ANNUAL SERVICE PACKAGE	06/14/2023	699.60	699.60	06/22/2023	
Total GOVOFFICE:					699.60	699.60		
<b>GRAINGER INC, W W</b>								
1660	GRAINGER INC, W W	9737118605	FAUCET	06/13/2023	172.28	172.28	06/29/2023	
1660	GRAINGER INC, W W	9740253407	SOAP DISPENSERS	06/15/2023	106.74	106.74	06/29/2023	
1660	GRAINGER INC, W W	9743445216	TOOLS	06/19/2023	21.97	21.97	06/29/2023	
1660	GRAINGER INC, W W	9755392165	SUPPLIES	06/28/2023	21.97	.00		
Total GRAINGER INC, W W:					322.96	300.99		
<b>GRANITE ELECTRONICS</b>								
1676	GRANITE ELECTRONICS	165000037-0	BATTERIES FOR PORTABLE RA	06/20/2023	373.00	.00		
Total GRANITE ELECTRONICS:					373.00	.00		
<b>HALLER, JOE</b>								
1695	HALLER, JOE	60223	EMPOYEE APPRECIATION	06/02/2023	44.58	44.58	06/22/2023	
Total HALLER, JOE:					44.58	44.58		
<b>HAWKINS, INC.</b>								
1710	HAWKINS, INC.	6497725	CHEMICALS WTP	06/13/2023	4,189.96	4,189.96	06/29/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1710	HAWKINS, INC.	6499245	CHEMICALS WTP	06/15/2023	10.00	10.00	06/29/2023	
Total HAWKINS, INC.:					4,199.96	4,199.96		
<b>HERALD JOURNAL PUBLISHING INC.</b>								
1753	HERALD JOURNAL PUBLISHIN	35414	ADVERTISE BIDS HEMLOCK	06/02/2023	804.39	804.39	06/29/2023	
Total HERALD JOURNAL PUBLISHING INC.:					804.39	804.39		
<b>HINNENKAMP, KELLY</b>								
4728	HINNENKAMP, KELLY	mileage reimb-	MILEAGE	06/23/2023	235.80	235.80	06/29/2023	
Total HINNENKAMP, KELLY:					235.80	235.80		
<b>HOWARDS PLUMBING &amp; HEATING INC</b>								
1800	HOWARDS PLUMBING & HEATI	21521	WATERHEATER	06/27/2023	965.00	.00		
Total HOWARDS PLUMBING & HEATING INC:					965.00	.00		
<b>INNOVATIVE OFFICE SOLUTIONS LLC</b>								
5296	INNOVATIVE OFFICE SOLUTION	IN4222108	PD OFFICE SUPPLIES	06/07/2023	31.01	31.01	06/29/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4222140	PD OFFICE SUPPLIES	06/07/2023	31.48	31.48	06/29/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4224931	PAPER	06/09/2023	22.24	22.24	06/29/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4232188	DMV SUPPLIES	06/16/2023	23.41	23.41	06/29/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4232188	ADMIN OFFICE SUPPLIES	06/16/2023	133.45	133.45	06/29/2023	
5296	INNOVATIVE OFFICE SOLUTION	IN4236869	PD OFFICE SUPPLIES	06/22/2023	57.57	57.57	06/29/2023	
Total INNOVATIVE OFFICE SOLUTIONS LLC:					299.16	299.16		
<b>Int'l Union of Operating Eng, Local 49</b>								
5274	Int'l Union of Operating Eng, Local	MAY23DUES	UNION DUES	06/05/2023	320.40	320.40	06/22/2023	
Total Int'l Union of Operating Eng, Local 49:					320.40	320.40		
<b>JOVANOVIH, DEGE &amp; ATHMANN PA</b>								
4716	JOVANOVIH, DEGE & ATHMAN	26290	PANDORA	05/31/2023	67.50	67.50	06/29/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26290	PZ GENERAL	05/31/2023	990.00	990.00	06/29/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26290	GENERAL	05/31/2023	225.00	225.00	06/29/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26290	OAA	05/31/2023	450.00	450.00	06/29/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26290	LAKE JOHN	05/31/2023	225.00	225.00	06/29/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26290	CANNIBIS ORDINANCE	05/31/2023	22.50	22.50	06/29/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26290	WILLOWS OF ANNANDALE	05/31/2023	67.50	67.50	06/29/2023	
Total JOVANOVIH, DEGE & ATHMANN PA:					2,047.50	2,047.50		
<b>KAZ HARDWARE &amp; RENTAL</b>								
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	24.99	24.99	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	WATER SUPPLIES	05/31/2023	11.80	11.80	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	17.48	17.48	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	4.89	4.89	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	4.89	4.89	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	2.60	2.60	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	24.98	24.98	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	20.98	20.98	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PD SUPPLIES	05/31/2023	8.99	8.99	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	.99	.99	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PD SUPPLIES	05/31/2023	20.97	20.97	06/29/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1990	KAZ HARDWARE & RENTAL	MAY2023	PD SUPPLIES	05/31/2023	7.99	7.99	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	23.97	23.97	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	32.00	32.00	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PD SUPPLIES	05/31/2023	1.60	1.60	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PD SUPPLIES	05/31/2023	32.98	32.98	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	3.45	3.45	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	23.98	23.98	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	27.98	27.98	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	3.69	3.69	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	1.98	1.98	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	FD SUPPLIES	05/31/2023	4.99	4.99	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	24.98	24.98	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	TC SUPPLIES	05/31/2023	27.98	27.98	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	17.78	17.78	06/29/2023	
1990	KAZ HARDWARE & RENTAL	MAY2023	PW SUPPLIES	05/31/2023	15.86	15.86	06/29/2023	
Total KAZ HARDWARE & RENTAL:					384.99	384.99		
<b>KNIFE RIVER CORPORATION</b>								
2009	KNIFE RIVER CORPORATION	1008789	CONCRETE	06/22/2023	1,201.25	.00		
Total KNIFE RIVER CORPORATION:					1,201.25	.00		
<b>LAKE CENTRAL BANK</b>								
260	LAKE CENTRAL BANK	2020B- AUG23	INTEREST - 2020B	06/29/2023	2,524.50	2,524.50	06/29/2023	
260	LAKE CENTRAL BANK	2022A- AUG23	INTEREST 2022A	06/29/2023	6,941.25	6,941.25	06/29/2023	
Total LAKE CENTRAL BANK:					9,465.75	9,465.75		
<b>LAKE REGION CO-OP OIL ASSN</b>								
2050	LAKE REGION CO-OP OIL ASSN	53123-ACCT 0	SUPPLIES	05/31/2023	644.91	644.91	06/22/2023	
Total LAKE REGION CO-OP OIL ASSN:					644.91	644.91		
<b>LAKE RESTORATION, INC.</b>								
2051	LAKE RESTORATION, INC.	INV035127	PLEASANT LAKE SWIMMERS IT	05/26/2023	640.50	640.50	06/07/2023	
Total LAKE RESTORATION, INC.:					640.50	640.50		
<b>LGI HOMES</b>								
5357	LGI HOMES	62923	PERMIT 22-42- 501 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-43- 550 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-44- 541 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-45- 530 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-46- 521 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-47- 511 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-48- 540 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-49- 551 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-50- 531 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-51- 620 IRWIN CIRC	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-52- 640 IRWIN CIR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-53- 660 IRWIN CIR (	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-57- 431 DOUGLAS D	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-62- 650 IRWIN CIR (	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-63- 630 IRWIN CIR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-64- 670 IRWIN CIR (	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-109- 521 DOUGLAS	06/29/2023	1,500.00	1,500.00	06/29/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5357	LGI HOMES	62923	PERMIT 22-108- 600 DOUGLAS	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-107- 501 DOUGLAS	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-127- 450 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-117- 441 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
5357	LGI HOMES	62923	PERMIT 22-128- 430 VALLEY DR	06/29/2023	1,500.00	1,500.00	06/29/2023	
Total LGI HOMES:					33,000.00	33,000.00		
<b>LU DENIA LANDSCAPING, LLC</b>								
2185	LU DENIA LANDSCAPING, LLC	1308	SAND	06/13/2023	1,057.40	1,057.40	06/22/2023	
Total LU DENIA LANDSCAPING, LLC:					1,057.40	1,057.40		
<b>LUE DERS, ANDREW</b>								
5373	LUE DERS, ANDREW	61423	SAFETY SHOES	06/14/2023	164.66	164.66	06/29/2023	
5373	LUE DERS, ANDREW	61423b	SAFETY SHOES	06/14/2023	.33	.33	06/29/2023	
Total LUE DERS, ANDREW:					164.99	164.99		
<b>LUN DEEN BROS INC</b>								
2190	LUN DEEN BROS INC	16591T	2023 F250	06/06/2023	51,852.99	51,852.99	06/07/2023	
2190	LUN DEEN BROS INC	6945	PARTS	05/31/2023	114.90	114.90	06/22/2023	
Total LUN DEEN BROS INC:					51,967.89	51,967.89		
<b>MAPLE LAKE LUMBER COMPANY</b>								
2260	MAPLE LAKE LUMBER COMPAN	234193	LUMBER	06/05/2023	48.02	48.02	06/22/2023	
2260	MAPLE LAKE LUMBER COMPAN	234426	RANGE BOARDS	06/09/2023	240.10	240.10	06/29/2023	
2260	MAPLE LAKE LUMBER COMPAN	234698	POLY	06/15/2023	23.25	23.25	06/29/2023	
2260	MAPLE LAKE LUMBER COMPAN	234926	POLY	06/21/2023	76.08	76.08	06/29/2023	
Total MAPLE LAKE LUMBER COMPANY:					387.45	387.45		
<b>MARKET PLACE II</b>								
2273	MARKET PLACE II	6123	ADMIN WATER	06/01/2023	23.94	23.94	06/07/2023	
2273	MARKET PLACE II	6123	PD SUPPLIES	06/01/2023	70.12	70.12	06/07/2023	
2273	MARKET PLACE II	6123	FIRE	06/01/2023	218.28	218.28	06/07/2023	
2273	MARKET PLACE II	6123	FIRE	06/01/2023	54.46	54.46	06/07/2023	
2273	MARKET PLACE II	6123	ADMIN SUPPLIES	06/01/2023	34.33	34.33	06/07/2023	
Total MARKET PLACE II:					401.13	401.13		
<b>MCFOA</b>								
2315	MCFOA	00255	MEMBERSHIP DUES	06/08/2023	50.00	50.00	06/22/2023	
2315	MCFOA	00451	MEMBERSHIP DUES	06/08/2023	50.00	50.00	06/22/2023	
Total MCFOA:					100.00	100.00		
<b>MED ALLIANCE GROUP INC</b>								
5372	MED ALLIANCE GROUP INC	260631	ELEGARD COVERS	06/08/2023	130.11	130.11	06/29/2023	
Total MED ALLIANCE GROUP INC:					130.11	130.11		
<b>METERING &amp; TECHNOLOGY SOLUTIONS</b>								
5080	METERING & TECHNOLOGY SO	INV2774	WATER METER	06/27/2023	514.06	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total METERING & TECHNOLOGY SOLUTIONS:					514.06	.00		
<b>METRO WEST INSPECTION SERVICES</b>								
2375	METRO WEST INSPECTION SE	3700	PERMIT 21-98 - 125 OAK AVE N	06/01/2023	170.78	170.78	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 21-112 - 465 PLEASANT	06/01/2023	75.00	75.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 21-713 - 465 PLEASANT	06/01/2023	96.53	96.53	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0030 - 125 HUNTER	06/01/2023	256.15	256.15	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0083 - 120 HUNTER	06/01/2023	25.00	25.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0093 - 280 BASSWO	06/01/2023	2,532.59	2,532.59	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0122 - 140 HUNTER	06/01/2023	25.00	25.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0159 - 125 HUNTER	06/01/2023	50.00	50.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0164 - 240 MAPLE A	06/01/2023	25.00	25.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0168 - 52 OAK AVE S	06/01/2023	81.68	81.68	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0174 - 200 MAPLE A	06/01/2023	25.00	25.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0176 - 400 CEDAR D	06/01/2023	25.00	25.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0180 - 230 CHESTN	06/01/2023	25.00	25.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0183 - 165 PLEASAN	06/01/2023	25.00	25.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 22-0187 - 140 HUNTER	06/01/2023	25.00	25.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 23-0003 - 300 PARK ST	06/01/2023	306.88	306.88	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 23-0014 - 260 CANDLES	06/01/2023	25.00	25.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 23-0033 - 375 NORTH P	06/01/2023	50.00	50.00	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 23-0035 - 10 OAK AVE	06/01/2023	108.08	108.08	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 23-0039 - 7592 NEVENS	06/01/2023	27.50	27.50	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 23-0041 - 115 KENDALE	06/01/2023	27.50	27.50	06/29/2023	
2375	METRO WEST INSPECTION SE	3700	PERMIT 23-0042 - 780 BEECH L	06/01/2023	25.00	25.00	06/29/2023	
Total METRO WEST INSPECTION SERVICES:					4,032.69	4,032.69		
<b>MHSRC/RANGE</b>								
4667	MHSRC/RANGE	337900-10121	EVOC TRAINING	06/22/2023	490.00	.00		
Total MHSRC/RANGE:					490.00	.00		
<b>MIDCONTINENT COMMUNICATIONS</b>								
5006	MIDCONTINENT COMMUNICATI	157013401133	FIRE	05/27/2023	164.46	164.46	06/22/2023	
5006	MIDCONTINENT COMMUNICATI	157013401133	CITY OFFICES	05/27/2023	225.13	225.13	06/22/2023	
5006	MIDCONTINENT COMMUNICATI	157013401133	APD	05/27/2023	120.12	120.12	06/22/2023	
5006	MIDCONTINENT COMMUNICATI	157013401133	DMV	05/27/2023	105.76	105.76	06/22/2023	
5006	MIDCONTINENT COMMUNICATI	157013401133	PW	05/27/2023	294.37	294.37	06/22/2023	
5006	MIDCONTINENT COMMUNICATI	157013401133	TC	05/27/2023	38.28	38.28	06/22/2023	
Total MIDCONTINENT COMMUNICATIONS:					948.12	948.12		
<b>MID-MINNESOTA HOT MIX INC</b>								
2420	MID-MINNESOTA HOT MIX INC	2303	ASPHALT	06/12/2023	933.45	933.45	06/22/2023	
2420	MID-MINNESOTA HOT MIX INC	2317	ASPHALT	06/16/2023	888.11	.00		
2420	MID-MINNESOTA HOT MIX INC	2318	ASPHALT	06/16/2023	1,285.94	.00		
Total MID-MINNESOTA HOT MIX INC:					3,107.50	933.45		
<b>MID-MINNESOTA LANDSCAPE SUPPLY</b>								
5213	MID-MINNESOTA LANDSCAPE S	2088	MULCH	05/23/2023	796.20	796.20	06/07/2023	
5213	MID-MINNESOTA LANDSCAPE S	2109	MULCH	06/07/2023	66.12	66.12	06/22/2023	
5213	MID-MINNESOTA LANDSCAPE S	2132	MULCH	06/16/2023	132.24	.00		
5213	MID-MINNESOTA LANDSCAPE S	2143	MULCH	06/20/2023	264.48	.00		
5213	MID-MINNESOTA LANDSCAPE S	7908	MULCH	06/07/2023	71.00	71.00	06/22/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total MID-MINNESOTA LANDSCAPE SUPPLY:					1,330.04	933.32		
<b>MINI BIFF LLC</b>								
2510	MINI BIFF LLC	A-141146	MINNI BIFFS	06/28/2023	106.08	.00		
2510	MINI BIFF LLC	A-141154	MINNI BIFFS	06/28/2023	106.08	.00		
2510	MINI BIFF LLC	A-141170	MINNI BIFFS	06/28/2023	106.08	.00		
2510	MINI BIFF LLC	A-141185	MINNI BIFFS	06/28/2023	106.08	.00		
Total MINI BIFF LLC:					424.32	.00		
<b>MINNESOTA COMPUTER SYSTEMS INC</b>								
2525	MINNESOTA COMPUTER SYST	372231	MONTHLY PAYMENT - PD PRIN	05/24/2023	50.97	50.97	06/22/2023	
2525	MINNESOTA COMPUTER SYST	372808	MONTHLY PAYMENT - PD PRIN	06/05/2023	20.00	20.00	06/29/2023	
2525	MINNESOTA COMPUTER SYST	373872	PW COPIER	06/13/2023	29.98	29.98	06/29/2023	
2525	MINNESOTA COMPUTER SYST	374493	DMV COPIER OVERAGE	06/26/2023	109.12	109.12	06/29/2023	
2525	MINNESOTA COMPUTER SYST	374493	DMV COPIER	06/26/2023	40.00	40.00	06/29/2023	
2525	MINNESOTA COMPUTER SYST	374493	ADMIN COPIER	06/26/2023	70.00	70.00	06/29/2023	
2525	MINNESOTA COMPUTER SYST	374493	ADMIN COPIER OVERAGE	06/26/2023	613.90	613.90	06/29/2023	
Total MINNESOTA COMPUTER SYSTEMS INC:					933.97	933.97		
<b>MN DEED - BCD</b>								
2572	MN DEED - BCD	JUL23	LOAN REPAYMENT - EA SWEEN	06/22/2023	1,607.15	1,607.15	06/22/2023	
Total MN DEED - BCD:					1,607.15	1,607.15		
<b>MN DEPT. OF REVENUE</b>								
2599	MN DEPT. OF REVENUE	MAY23	SALES & USE - ADMIN	06/16/2023	80.67	80.67	06/16/2023	
2599	MN DEPT. OF REVENUE	MAY23	SALES & USE - PD	06/16/2023	.37	.37	06/16/2023	
2599	MN DEPT. OF REVENUE	MAY23	SALES - TRAINING CENTER	06/16/2023	342.82	342.82	06/16/2023	
2599	MN DEPT. OF REVENUE	MAY23	SALES - WATER	06/16/2023	722.48	722.48	06/16/2023	
2599	MN DEPT. OF REVENUE	MAY23	SALES TAX	06/16/2023	1,280.66	1,280.66	06/16/2023	
Total MN DEPT. OF REVENUE:					2,427.00	2,427.00		
<b>MN FIRE SERVICE CERTIF BOARD</b>								
2615	MN FIRE SERVICE CERTIF BOA	11429	FF CERTIFICATIONS	06/05/2023	1,722.00	1,722.00	06/29/2023	
2615	MN FIRE SERVICE CERTIF BOA	11500	FAO TRAINING	06/12/2023	304.50	304.50	06/29/2023	
Total MN FIRE SERVICE CERTIF BOARD:					2,026.50	2,026.50		
<b>MN PEIP</b>								
5068	MN PEIP	1291914	INSURANCE	06/10/2023	19,554.42	19,554.42	06/22/2023	
Total MN PEIP:					19,554.42	19,554.42		
<b>NCPERS GROUP LIFE INS</b>								
4752	NCPERS GROUP LIFE INS	994901072023	INSURANCE	06/01/2023	16.00	16.00	06/22/2023	
Total NCPERS GROUP LIFE INS:					16.00	16.00		
<b>NEW LANE FINANCE</b>								
5185	NEW LANE FINANCE	71385-10/06/2	CITY HALL	06/12/2023	81.67	81.67	06/22/2023	
5185	NEW LANE FINANCE	71385-10/06/2	PD PHONE	06/12/2023	81.66	81.66	06/22/2023	
5185	NEW LANE FINANCE	71385-10/06/2	DMV PHONE	06/12/2023	81.67	81.67	06/22/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total NEW LANE FINANCE:					245.00	245.00		
<b>NORTH STAR SIGNS &amp; ENGRAVING</b>								
5284	NORTH STAR SIGNS & ENGRAV	25864	GRAPHICS	06/19/2023	40.00	.00		
Total NORTH STAR SIGNS & ENGRAVING:					40.00	.00		
<b>NORTHWEST ASSOC CONSULTANT INC</b>								
2832	NORTHWEST ASSOC CONSULT	26301	BRUGGEMAN REZONE	06/06/2023	755.00	755.00	06/29/2023	
2832	NORTHWEST ASSOC CONSULT	26301	BRUGGEMAN SITE PLAN	06/06/2023	528.50	528.50	06/29/2023	
2832	NORTHWEST ASSOC CONSULT	26302	GENERAL	06/06/2023	1,447.00	1,447.00	06/29/2023	
Total NORTHWEST ASSOC CONSULTANT INC:					2,730.50	2,730.50		
<b>Potentia MN Solar Fund 1, LLC</b>								
5074	Potentia MN Solar Fund 1, LLC	APR23 BILL P	STREET LIGHTS	05/25/2023	41.44	41.44	06/29/2023	
5074	Potentia MN Solar Fund 1, LLC	APR23 BILL P	PARK ELECTRIC	05/25/2023	248.54	248.54	06/29/2023	
5074	Potentia MN Solar Fund 1, LLC	APR23 BILL P	WTP	05/25/2023	3,543.31	3,543.31	06/29/2023	
5074	Potentia MN Solar Fund 1, LLC	APR23 BILL P	SEWER L/S	05/25/2023	317.54	317.54	06/29/2023	
5074	Potentia MN Solar Fund 1, LLC	APR23 BILL P	CEMETERY ELECTRIC	05/25/2023	27.60	27.60	06/29/2023	
5074	Potentia MN Solar Fund 1, LLC	APR23 BILL P	CITY HALL	05/25/2023	1,380.70	1,380.70	06/29/2023	
Total Potentia MN Solar Fund 1, LLC:					5,559.13	5,559.13		
<b>PUMP SOLUTIONS LLC</b>								
5371	PUMP SOLUTIONS LLC	6132023	PARTS	06/13/2023	1,790.00	1,790.00	06/13/2023	
Total PUMP SOLUTIONS LLC:					1,790.00	1,790.00		
<b>QUADIENT, INC</b>								
5182	QUADIENT, INC	16989034	POSTAGE METER	04/28/2023	19.95	19.95	06/07/2023	
Total QUADIENT, INC:					19.95	19.95		
<b>REAY, MARGIE</b>								
5369	REAY, MARGIE	060523	RELOCATION CLAIM	06/06/2023	12,600.00	12,600.00	06/07/2023	
5369	REAY, MARGIE	060523	RENT DEPOSIT	06/06/2023	400.00	400.00	06/07/2023	
Total REAY, MARGIE:					13,000.00	13,000.00		
<b>RUSSELL SECURITY RESOURCE INC.</b>								
3151	RUSSELL SECURITY RESOURC	A45455	KEYS	06/07/2023	9.00	9.00	06/22/2023	
Total RUSSELL SECURITY RESOURCE INC.:					9.00	9.00		
<b>S P ELECTRIC INC</b>								
3161	S P ELECTRIC INC	9790	PARK WIRING- CAMERAS	06/08/2023	1,097.08	1,097.08	06/22/2023	
Total S P ELECTRIC INC:					1,097.08	1,097.08		
<b>SHARETECH</b>								
5331	SHARETECH	14016	ADMIN MONTHLY CONTRACT- 1	06/01/2023	166.58	166.58	06/29/2023	
5331	SHARETECH	14016	DMV MONTHLY CONTRACT- 15	06/01/2023	166.58	166.58	06/29/2023	
5331	SHARETECH	14016	FD MONTHLY CONTRACT- 20%	06/01/2023	222.10	222.10	06/29/2023	
5331	SHARETECH	14016	PD MONTHLY CONTRACT- 40%	06/01/2023	444.18	444.18	06/29/2023	
5331	SHARETECH	14016	PW MONTHLY CONTRACT- 10%	06/01/2023	111.05	111.05	06/29/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total SHARETECH:					1,110.49	1,110.49		
<b>SOK'S RAPID CAR WASH</b>								
4021	SOK'S RAPID CAR WASH	266-1384	PD SQUAD WASHES	06/01/2023	55.55	55.55	06/29/2023	
Total SOK'S RAPID CAR WASH:					55.55	55.55		
<b>SOMMERFIELD, JASON</b>								
5368	SOMMERFIELD, JASON	042823	MOVING EXPENSE REIMB- SO	06/06/2023	1,125.00	1,125.00	06/07/2023	
5368	SOMMERFIELD, JASON	042823	RELOCATION CLAIM- SOMMER	06/06/2023	6,091.67	6,091.67	06/07/2023	
Total SOMMERFIELD, JASON:					7,216.67	7,216.67		
<b>SPECIALIZED TRUCK EQUIPMENT LLC</b>								
5374	SPECIALIZED TRUCK EQUIPME	3100	EQUIPMENT REPAIR	06/09/2023	542.00	.00		
Total SPECIALIZED TRUCK EQUIPMENT LLC:					542.00	.00		
<b>STREICHERS</b>								
4148	STREICHERS	11640236	PD TRAINING AMMUNITION	06/19/2023	1,178.68	.00		
4148	STREICHERS	11641990	552 SGT BADGE	06/28/2023	165.00	.00		
Total STREICHERS:					1,343.68	.00		
<b>SUBURBAN TIRE WHOLESALE INC</b>								
4152	SUBURBAN TIRE WHOLESALE I	10193954	SQUAD TIRES	05/09/2023	136.00	136.00	06/29/2023	
4152	SUBURBAN TIRE WHOLESALE I	10193977	SQUAD TIRES	05/10/2023	136.00	136.00	06/29/2023	
Total SUBURBAN TIRE WHOLESALE INC:					272.00	272.00		
<b>SURPLUS SERVICES</b>								
4747	SURPLUS SERVICES	20040839	OFFICE FURNITURE	02/17/2023	321.00	321.00	06/29/2023	
Total SURPLUS SERVICES:					321.00	321.00		
<b>TAFT STETTINIUS &amp; HOLLISTER LLP</b>								
5181	TAFT STETTINIUS & HOLLISTE	6033104	BOND COUNCIL	05/31/2023	13,000.00	13,000.00	06/07/2023	
Total TAFT STETTINIUS & HOLLISTER LLP:					13,000.00	13,000.00		
<b>TELECOM BROADBAND SOLUTIONS LLC (TBSOA)</b>								
5186	TELECOM BROADBAND SOLUT	3916	CITY PHONES	06/01/2023	99.55	99.55	06/22/2023	
5186	TELECOM BROADBAND SOLUT	3916	DMV PHONES	06/01/2023	99.55	99.55	06/22/2023	
5186	TELECOM BROADBAND SOLUT	3916	PD PHONES	06/01/2023	99.55	99.55	06/22/2023	
Total TELECOM BROADBAND SOLUTIONS LLC (TBSOA):					298.65	298.65		
<b>TRUEMAN WELTERS</b>								
4269	TRUEMAN WELTERS	EB25291	TRACTOR RENTAL	06/29/2023	1,314.80	.00		
Total TRUEMAN WELTERS:					1,314.80	.00		
<b>U S BANK - CM-9705</b>								
4355	U S BANK - CM-9705	2019B- AUG23	D/S INTEREST - GO REFUNDIN	06/29/2023	10,850.00	10,850.00	06/29/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total U S BANK - CM-9705:					10,850.00	10,850.00		
<b>UTILITY CONSULTANTS INC</b>								
4365	UTILITY CONSULTANTS INC	116615	COLIFORM- TESTING	06/26/2023	92.40	.00		
Total UTILITY CONSULTANTS INC:					92.40	.00		
<b>Volunteer Firefighter Ben Assoc of MN</b>								
4968	Volunteer Firefighter Ben Assoc of	6132023	FIRE FIGHTER BENEFIT	06/13/2023	14.00	14.00	06/22/2023	
Total Volunteer Firefighter Ben Assoc of MN:					14.00	14.00		
<b>WEST CENTRAL SANITATION INC</b>								
4481	WEST CENTRAL SANITATION IN	12753990	TAG ACCT	04/30/2023	375.00	375.00	06/22/2023	
4481	WEST CENTRAL SANITATION IN	12790747	RECYCLING	05/31/2023	4,279.75	4,279.75	06/22/2023	
4481	WEST CENTRAL SANITATION IN	12790747	REFUSE	05/31/2023	11,015.84	11,015.84	06/22/2023	
4481	WEST CENTRAL SANITATION IN	12790747	CITY CLEAN-UP DAY 2023	05/31/2023	1,473.39	1,473.39	06/22/2023	
Total WEST CENTRAL SANITATION INC:					17,143.98	17,143.98		
<b>WEX BANK</b>								
5273	WEX BANK	89802220	MOTOR FUELS	06/08/2023	452.56	452.56	06/29/2023	
5273	WEX BANK	89802234	MOTOR FUELS	06/08/2023	199.70	199.70	06/29/2023	
5273	WEX BANK	89802394	PD FUEL	06/08/2023	1,338.62	1,338.62	06/29/2023	
Total WEX BANK:					1,990.88	1,990.88		
<b>WINDSTREAM</b>								
4495	WINDSTREAM	JUN23-LIFT	L/S PHONE	06/05/2023	254.78	254.78	06/22/2023	
4495	WINDSTREAM	JUN23-WATER	320-274-2793	06/05/2023	40.57	40.57	06/22/2023	
Total WINDSTREAM:					295.35	295.35		
<b>WM CORPORATE SERVICES INC AS PYMT AGENT</b>								
5326	WM CORPORATE SERVICES IN	7791816-1593-	DUMPSTER- 74 OAK	06/05/2023	144.97	144.97	06/22/2023	
Total WM CORPORATE SERVICES INC AS PYMT AGENT:					144.97	144.97		
<b>WORKFORCE INTEGRITY NETWORK</b>								
4955	WORKFORCE INTEGRITY NET	dpw_7930	DRUG SCREENING	05/31/2023	150.00	150.00	06/22/2023	
Total WORKFORCE INTEGRITY NETWORK:					150.00	150.00		
<b>WRIGHT COUNTY AUDITOR-TREAS</b>								
4511	WRIGHT COUNTY AUDITOR-TR	180166	TIF DISTRICT SETUP FEE -TIF 1	06/27/2023	400.00	.00		
4511	WRIGHT COUNTY AUDITOR-TR	200008275	ASSESSMENT CONTRACT- 223	05/31/2023	26,240.00	26,240.00	06/22/2023	
Total WRIGHT COUNTY AUDITOR-TREAS:					26,640.00	26,240.00		
<b>WRIGHT COUNTY RECORDER</b>								
4535	WRIGHT COUNTY RECORDER	202300000037	DEED RECORDING FEES	05/31/2023	58.93	58.93	06/29/2023	
Total WRIGHT COUNTY RECORDER:					58.93	58.93		
<b>WRIGHT-HENNEPIN COOPERATIVE</b>								
4548	WRIGHT-HENNEPIN COOPERA	35030545067	L/S 1255 BUSINESS BLVD	06/09/2023	22.97	22.97	06/22/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4548	WRIGHT-HENNEPIN COOPERA	35030545067	TC SECURITY	06/09/2023	20.95	20.95	06/22/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030545067	CITY HALL SECURITY	06/09/2023	20.95	20.95	06/22/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030545067	STREET LIGHTS	06/09/2023	168.88	168.88	06/22/2023	
Total WRIGHT-HENNEPIN COOPERATIVE:					233.75	233.75		
<b>XCEL ENERGY</b>								
4559	XCEL ENERGY	830998673	51-6024519-2	06/05/2023	4,215.62	4,215.62	06/22/2023	
4559	XCEL ENERGY	831173017	ACCOUNT 51-6024518-1	06/06/2023	2,018.23	2,018.23	06/22/2023	
Total XCEL ENERGY:					6,233.85	6,233.85		
Grand Totals:					408,278.74	394,403.53		

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_  
Shelly Jonas

City Council: \_\_\_\_\_  
Tina Honsey

\_\_\_\_\_  
JT Grundy

\_\_\_\_\_  
Corey Czycalla

\_\_\_\_\_  
Matthew Wuollet

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.
- Invoice Detail.GL Account = "001"- "699"



# City Council Agenda

July 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6B

**Report From:** Kelly Hinnenkamp, Admin

**Agenda Item:** Department Reports

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership    |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: Compliance               |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |
- 

## Background

The following Department Reports are presented for approval:

- Police Department Report for June
- Financial Report for June
- Fire Report for June
- DMV Report for June

## Recommended Action

Approve Department Reports

---

## Attachments:

Reports

**CITY OF ANNANDALE  
COMBINED CASH INVESTMENT  
MAY 31, 2023**

COMBINED CASH ACCOUNTS

001-10101	CASH	3,130,590.24
001-10103	NORTHLAND SECURITIES	114,865.20
001-10104	ICD INVESTMENTS	1,049,102.80
001-10105	4M INVESTMENTS	41,079.07
001-10107	LAKE CENTRAL BANK CD	252,669.70
001-10108	LPL FINANCIAL INVESTMENTS	1,452,133.45

TOTAL COMBINED CASH	6,040,440.46
---------------------	--------------

NON-ALLOCATED CASH

TOTAL COMBINED CASH	6,040,440.46
001-10100 CASH ALLOCATED TO OTHER FUNDS	( 6,040,440.46)
TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

101	ALLOCATION TO GENERAL FUND	276,623.66
102	ALLOCATION TO DEPUTY REGISTRAR/MOTOR VEHICLE	260,210.51
103	ALLOCATION TO GENERAL FUND	73,842.09
222	ALLOCATION TO CHARITABLE GAMBLING FUND	11,759.07
330	ALLOCATION TO PFA BONDS-2004-WTP	13,852.34
332	ALLOCATION TO GO IMP BONDS 2008B (MAPLE)	( 43,298.52)
336	ALLOCATION TO GO IMPR BOND 2011B-REFUNDING	17,846.86
337	ALLOCATION TO GO REFUNDING BOND 2012A	50,023.90
339	ALLOCATION TO TIF #14 - 2019 A SERIES	16,695.01
340	ALLOCATION TO GO REFUNDING BOND 2019B	107,550.15
341	ALLOCATION TO GO TEMPORARY IMP BOND 2020A	271,205.69
342	ALLOCATION TO GO IMPROVEMENT BOND 2020B	120,372.47
343	ALLOCATION TO GO EQUIPMENT BOND 2022A	605.93
344	ALLOCATION TO 2023A REVENUE BOND	2,829,130.00
402	ALLOCATION TO FIREFIGHTER RELIEF DONATIONS	107,983.71
407	ALLOCATION TO ECONOMIC DEVELOPMENT FUND	( 73,999.68)
408	ALLOCATION TO MIF FUND	24,484.14
409	ALLOCATION TO SMALL CITIES DEV PROGRAM	31,296.68
411	ALLOCATION TO TIF #6 - COTTAGES OF ANNANDALE	( 86.01)
423	ALLOCATION TO TIF DISTRICT # - DINGMANN	18.59
425	ALLOCATION TO RECREATION PARK	32,784.86
460	ALLOCATION TO PARK FUND	42,502.88
461	ALLOCATION TO WATER EXPANSION FUND	427,734.04
462	ALLOCATION TO SEWER EXPANSION FUND	310,659.15
463	ALLOCATION TO STORMWATER FUND	15,878.94
464	ALLOCATION TO LIONS DONATION FUND	283,661.46
465	ALLOCATION TO TIF DISTRICT #14 - PINTAIL APT	48,430.28
466	ALLOCATION TO 2020 IMP PROJECT	52,253.70
468	ALLOCATION TO TIF DISTRICT #15 - CARE CENTER	( 2,491.05)
470	ALLOCATION TO FUND 470	( 57,888.00)
471	ALLOCATION TO LAKE JOHN UTILITY EXTENSION	43,897.54
472	ALLOCATION TO HWY 55 IMPROVEMENTS	( 36,731.50)

CITY OF ANNANDALE  
 COMBINED CASH INVESTMENT  
 MAY 31, 2023

493	ALLOCATION TO STREET MAINTENANCE CAPITAL	141,394.46
494	ALLOCATION TO STREET CAPITAL OUTLAY FUND	133,810.65
495	ALLOCATION TO PUBLIC WORKS/STREET EQUIP FUND	201,926.13
496	ALLOCATION TO FIRE EQUIPMENT FUND	93,178.42
497	ALLOCATION TO POLICE EQUIPMENT FUND	544.20
498	ALLOCATION TO BUILDING CAPITAL OUTLAY FUND	134,878.36
601	ALLOCATION TO WATER FUND	( 26,356.02)
602	ALLOCATION TO SEWER FUND	69,699.28
603	ALLOCATION TO REFUSE/RECYCLING FUND	23,082.81
604	ALLOCATION TO TRAINING CENTER OPERATIONS	1,048.03
605	ALLOCATION TO STORM UTILITY FUND	23,491.76
651	ALLOCATION TO CEMETERY FUND	( 6,071.86)
		6,047,435.11
	TOTAL ALLOCATIONS TO OTHER FUNDS	6,047,435.11
	ALLOCATION FROM COMBINED CASH FUND - 001-10100	( 6,040,440.46)
		6,994.65
	ZERO PROOF IF ALLOCATIONS BALANCE	6,994.65

**CITY OF ANNANDALE**  
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET  
FOR THE 5 MONTHS ENDING MAY 31, 2023

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>REVENUE</b>					
TAXES	1,286.42	48,653.12	1,505,315.00	( 1,456,661.88)	3.23
LICENSES & PERMITS	10,981.39	47,172.22	77,850.00	( 30,677.78)	60.59
INTERGOVERNMENTAL REVENUES	5,150.00	23,185.00	659,003.00	( 635,818.00)	3.52
PUBLIC CHARGES FOR SERVICE	31,488.82	61,486.51	275,565.00	( 214,078.49)	22.31
FINES & FORFEITURES	1,297.40	5,097.82	12,200.00	( 7,102.18)	41.79
MISCELLANEOUS REVENUE	13,295.27	36,187.74	43,000.00	( 6,812.26)	84.16
OTHER FINANCING SOURCES	.00	.00	30,000.00	( 30,000.00)	.00
<b>TOTAL FUND REVENUE</b>	<b>63,499.30</b>	<b>221,782.41</b>	<b>2,602,933.00</b>	<b>( 2,381,150.59)</b>	<b>8.52</b>
<b>EXPENDITURES</b>					
LEGISLATIVE	2,822.02	13,127.71	42,829.25	29,701.54	30.65
ELECTIONS	.00	400.00	525.00	125.00	76.19
PLANNING AND ZONING	2,695.23	5,756.07	6,402.25	646.18	89.91
ADMINISTRATION	28,428.68	173,684.49	297,747.99	124,063.50	58.33
ASSESSOR	.00	.00	24,250.00	24,250.00	.00
DEPARTMENT 416	.00	.00	.00	.00	.00
DEPUTY REGISTRAR	.00	.00	.00	.00	.00
CITY HALL	4,466.11	22,782.19	56,610.57	33,828.38	40.24
DEPARTMENT 420	.00	.00	.00	.00	.00
POLICE	56,860.95	309,801.17	825,600.63	515,799.46	37.52
FIRE	9,540.64	80,710.47	247,114.07	166,403.60	32.66
BUILDING INSPECTOR	3,259.82	46,523.91	70,922.10	24,398.19	65.60
CIVIL DEFENSE	.00	.00	400.00	400.00	.00
ANIMAL CONTROL	.00	.00	550.00	550.00	.00
PUBLIC WORKS	13,946.27	99,170.54	213,288.14	114,117.60	46.50
STREETS	13,690.07	104,384.29	272,921.65	168,537.36	38.25
DEPARTMENT 441	.00	.00	.00	.00	.00
PARKS COMMISSION	172.25	1,003.93	3,512.23	2,508.30	28.58
PARKS	5,029.03	35,742.91	140,920.85	105,177.94	25.36
LIBRARY	937.24	5,031.27	18,448.57	13,417.30	27.27
TIF & CAPITAL PROJECT FUNDS	.00	.00	.00	.00	.00
DEPARTMENT 492	.00	.00	.00	.00	.00
TRANSFERS OUT	.00	.00	393,090.00	393,090.00	.00
<b>TOTAL FUND EXPENDITURES</b>	<b>141,848.31</b>	<b>898,118.95</b>	<b>2,615,133.30</b>	<b>1,717,014.35</b>	<b>34.34</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 78,349.01)</b>	<b>( 676,336.54)</b>	<b>( 12,200.30)</b>	<b>( 664,136.24)</b>	<b>( 5,543.61)</b>

## May-23

PURCHASE DATE	BROKER	INVESTMENT	CUSIP #	INT RATE	TERM	MATURITY DATE	COST BASIS VALUE	CURRENT PERIOD PAID EARNINGS	CURRENT YEAR PAID	
<b>MONEY MARKET</b>										
	ICD			0.40%			\$ 10,728.19	\$ 366.71	\$ 5,160.22	
	LAKE CENTRAL CHECKING			0.50%			\$ 3,127,715.35	\$ 2,874.89	\$ 6,383.53	
	NORTHLAND SECURITIES			VARIES			\$ 1,063.33	\$ 2,625.38	\$ 2,638.39	
	LPL Financial			VARIES			\$ 5,755.18	\$ 6,079.17	\$ 9,397.35	
	Lake Central CD			4.00%			\$ 2,669.70	\$ -	\$ 440.38	
	4M FUND	Dividend Reinvest-average monthly rate 4.683%		VARIES	LIQUID	N/A	\$ 38,106.58	\$ 174.12	\$ 778.67	
	4M PLUS FUND	Dividend Reinvest -average montly rate 4.686%		VARIES	LIQUID	N/A	\$ 2,798.37	\$ -		
				(TOTAL 4M PLUS)			\$ 40,904.95	\$ 174.12		
							<b>Money Market Total</b>	<b>\$ 3,188,836.70</b>	<b>\$ 12,120.27</b>	<b>\$ 24,798.54</b>
<b>SHORT,MID &amp; LONG TERM INVESTMENTS</b>										
PURCHASE DATE	BROKER	INVESTMENT	CUSIP #	INT RATE	TERM	MATURITY DATE	Cost Basis			
10/20/2022	NORTHLAND SECURITI	Bank Hapoalium, B M New York	06251A-4V-9	4.75%	18 mos	5/6/2024	\$ 111,000.00			
	Lake Central Bank CD	Annandale, MN			12 mos		\$ 250,000.00			
7/25/2022	ICD	Ally Bank Midvale, UT	02007GWW9	3.35%	24 mos	7/28/2025	\$ 200,000.00			
10/28/2021	ICD	Synchrony Bank, Draper, UT	87164WF29	0.50%	24 mos	11/6/2023	\$ 114,000.00			
7/29/2020	ICD	BMO Harris, Chicago, IL	05600XAN0	0.55%	4 yrs	7/29/2024	\$ 250,000.00			
7/24/2020	ICD	EnerBank, Salt Lake City	29278TQK9	0.30%	3 yrs	7/24/2023	\$ 155,000.00			
6/24/2021	ICD	Texas Exchange Bank, Crowley TX	88241TLK4	0.50%	3 yrs	7/9/2024	\$ 101,000.00			
3/24/2021	ICD	BMW Bank of Amer, Salt Lake City, UT	05580AZD9	0.45%	3 yrs	3/26/2024	\$ 178,000.00			
12/27/2021	ICD	State Bank of India, New York, NY	856285B59	1.40%	5 yrs	12/30/2026	\$ 101,000.00			
12/22/2022	LPL Financial	Ally Bank, MidVale, UT	02007GQA4	2.65%		4/29/2024	\$ 245,349.04			
12/22/2022	LPL Financial	Barclays Bank DE, DE	06740KRG4	4.90%		11/18/2024	\$ 253,871.03			
12/22/2022	LPL Financial	Beal Bank USA, Las Vegas, NV	07371DNH6	4.45%		7/5/2023	\$ 250,005.00			
12/22/2022	LPL Financial	Capital One NA, Mclean, VA	14042RSH5	3.30%		7/1/2024	\$ 100,044.44			
12/22/2022	LPL Financial	Manufacturers & Traders, Buffalo, NY	564759RK6	4.85%		6/17/2024	\$ 251,711.13			
12/22/2022	LPL Financial	PNC Bank NA, Wilmington, DE	69355NBZ7	4.50%		12/28/2023	\$ 175,005.00			
12/22/2022	LPL Financial	Wells Fargo Bank NA, Sioux Falls, SD	9497634U7	4.70%		12/22/2023	\$ 175,513.39			
							<b>Investments Total</b>	<b>\$ 2,911,499.03</b>		
							<b>MM &amp; Investments Total</b>	<b>\$ 6,100,335.73</b>		
							<b>Interest</b>	<b>\$ 12,120.27</b>		
<b>Total</b>							<b>Total</b>	<b>\$ 6,112,456.00</b>		

## May- 23

PURCHASE DATE	BROKER	INVESTMENT	CUSIP #	INT RATE	TERM	MATURITY DATE	COST BASIS VALUE	CURRENT PERIOD PAID EARNINGS	CURRENT YEAR PAID EARNINGS
<b>MONEY MARKET</b>									
	Star Bank	Checking					\$ 1,272,868.04	\$ 103.52	\$ 375.53
							<b>\$ 1,272,868.04</b>	<b>\$ 103.52</b>	<b>\$ 375.53</b>
<b>SHORT TERM INVESTMENTS</b>									
8/17/2019	STAR BANK	Star Bank, Annandale, MN	812880121	0.75%	12 mos	8/17/2023	\$ 115,253.67	\$ 252.37	\$ 512.66
							<b>\$ 115,253.67</b>	<b>\$ 252.37</b>	<b>\$ 512.66</b>
<b>Total Earnings Paid this Period</b>								\$ 355.89	
<b>Total Current Investments:</b>									
	Star Bank CD						\$ 115,253.67		
	<b>Total Checking</b>						\$ 1,272,868.04		
	<b>Total From Investment Spreadsheet</b>						\$ 1,388,121.71		
	<b>Total From Cash Allocation - Civic</b>						\$ 1,272,868.04		
	<b>Difference</b>						\$ -		

Annandale Fire Department

Incident Type Report (Summary) (Modified)

Alarm Date Between {06/01/2023} And {06/30/2023}

Incident Type	Count	Percent
<b>1 Fire</b>		
111 Building fire	1	4.54 %
143 Grass fire	2	9.09 %
	<u>3</u>	<u>13.63 %</u>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>		
311 Medical assist, assist EMS crew	8	36.36 %
321 EMS call, excluding vehicle accident with injury	1	4.54 %
	<u>9</u>	<u>40.90 %</u>
<b>4 Hazardous Condition (No Fire)</b>		
424 Carbon monoxide incident	2	9.09 %
440 Electrical wiring/equipment problem, Other	1	4.54 %
	<u>3</u>	<u>13.63 %</u>
<b>6 Good Intent Call</b>		
611 Dispatched & cancelled en route	5	22.72 %
	<u>5</u>	<u>22.72 %</u>
<b>7 False Alarm &amp; False Call</b>		
733 Smoke detector activation due to malfunction	1	4.54 %
740 Unintentional transmission of alarm, Other	1	4.54 %
	<u>2</u>	<u>9.09 %</u>

**Total Incident Count: 22**

## DMV Annual Revenue Summary

	2020		2021		2022		2023	
	Motor Vehicle		Motor Vehicle		Motor Vehicle		Motor Vehicle	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 24,253	\$ 24,253	\$ 17,265	\$ 17,265	\$ 20,614	\$ 20,614	\$ 20,110	\$ 20,110
Feb	\$ 20,464	\$ 44,717	\$ 22,133	\$ 39,398	\$ 22,571	\$ 43,185	\$ 23,144	\$ 43,254
Mar	\$ 13,553	\$ 58,270	\$ 21,456	\$ 60,854	\$ 18,214	\$ 61,399	\$ 16,825	\$ 60,079
April	\$ 5,773	\$ 64,043	\$ 21,120	\$ 81,974	\$ 16,468	\$ 77,867	\$ 15,809	\$ 75,888
May	\$ 9,976	\$ 74,019	\$ 17,199	\$ 99,173	\$ 15,647	\$ 93,514	\$ 18,889	\$ 94,777
June	\$ 14,054	\$ 88,073	\$ 15,978	\$ 115,151	\$ 14,847	\$ 108,361	\$ 15,868	\$ 110,645
July	\$ 14,428	\$ 102,501	\$ 15,422	\$ 130,573	\$ 14,857	\$ 123,218		\$ 110,645
Aug	\$ 11,275	\$ 113,776	\$ 13,809	\$ 144,382	\$ 13,258	\$ 136,476		\$ 110,645
Sept	\$ 10,996	\$ 124,772	\$ 13,443	\$ 157,825	\$ 12,300	\$ 148,776		\$ 110,645
Oct	\$ 10,021	\$ 134,793	\$ 12,706	\$ 170,531	\$ 12,475	\$ 161,251		\$ 110,645
Nov	\$ 7,328	\$ 142,121	\$ 12,755	\$ 183,286	\$ 12,715	\$ 173,966		\$ 110,645
Dec	\$ 16,619	\$ 158,740	\$ 14,420	\$ 197,706	\$ 14,827	\$ 188,793		\$ 110,645
	<b>DNR Transactions</b>		<b>DNR Transactions</b>		<b>DNR Transactions</b>		<b>DNR Transactions</b>	
	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Cumulative
Jan	\$ 2,382	\$ 2,382	\$ 2,314	\$ 2,314	\$ 1,572	\$ 1,572	\$ 2,087	\$ 2,087
Feb	\$ 1,267	\$ 3,649	\$ 1,225	\$ 3,539	\$ 2,069	\$ 3,641	\$ 1,107	\$ 3,194
Mar	\$ 1,033	\$ 4,682	\$ 1,373	\$ 4,912	\$ 1,556	\$ 5,197	\$ 1,026	\$ 4,220
April	\$ 357	\$ 6,356	\$ 2,860	\$ 7,772	\$ 1,667	\$ 6,864	\$ 1,397	\$ 5,617
May	\$ 1,674	\$ 8,130	\$ 2,747	\$ 10,519	\$ 2,494	\$ 9,358	\$ 3,091	\$ 8,708
June	\$ 1,774	\$ 9,937	\$ 1,827	\$ 12,346	\$ 2,029	\$ 11,387	\$ 2,365	\$ 11,073
July	\$ 1,807	\$ 10,747	\$ 1,891	\$ 14,237	\$ 1,703	\$ 13,090		\$ 11,073
Aug	\$ 810	\$ 11,634	\$ 860	\$ 15,097	\$ 796	\$ 13,886		\$ 11,073
Sept	\$ 887	\$ 12,311	\$ 1,001	\$ 16,098	\$ 977	\$ 14,863		\$ 11,073
Oct	\$ 677	\$ 12,670	\$ 587	\$ 16,685	\$ 496	\$ 15,359		\$ 11,073
Nov	\$ 359	\$ 14,130	\$ 557	\$ 17,242	\$ 653	\$ 16,012		\$ 11,073
Dec	\$ 1,460	\$ 14,130	\$ 1,510	\$ 18,752	\$ 3,436	\$ 19,448		\$ 11,073
	<b>DL Transactions</b>		<b>DL Transactions</b>		<b>DL Transactions</b>		<b>DL Transactions</b>	
		\$ 1,304						
<b>Total</b>	<b><u>\$ 174,174</u></b>		<b><u>\$ 216,458</u></b>		<b><u>\$ 208,241</u></b>		<b><u>\$ 121,718</u></b>	



# City Council Agenda

July 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6C

**Report From:** Kelly Hinnenkamp, City Administrator

**Agenda Item:** Employment Anniversary/Steps

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership    |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other: Compliance               |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |
- 

## Background

The following Anniversaries/Step Increases are scheduled for June 2023:

- Jacob Thunander- 2 years
- Karie Giebenhain- 5 years
- Lara Kjaer- 2 years
- Chris Ulrick- 4 years

## Recommended Action

Motion to approve as presented

---

## Attachments:

None



# City Council Agenda

July 10, 2023

**Agenda Section:** Consent  
**Report From:** Chief Pete  
Standafer

**Agenda No.** 6D  
**Agenda Item:** Special Events

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input checked="" type="checkbox"/> Develop/Manage Strong Parks/Trails |
| <input type="checkbox"/> Increase Operational Effectiveness            | <input type="checkbox"/> Provide Proactive Leadership                  |
| <input checked="" type="checkbox"/> Enhance Local Business Environment | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community    |
|  | <input type="checkbox"/> Other: Compliance                             |
- 

## Background

Attached is a Special Event Application from the lion's for their Circus on July 30<sup>th</sup>. The event will be located in the AHS parking like similar to prior years.

Attached is a proposal from Malco Products for approval to allow use of the grounds surrounding the Pavilion during their rental on Saturday, August 26<sup>th</sup>.

## Recommended Action

Motion to approve as presented

---

## Attachments:

Event Applications



# ANNANDALE POLICE DEPARTMENT

## Special Event Application

Name: JIM MARSH / ANNANDALE LIONS CLUB Home Phone: 612-385-0472

Address: 315 OAK AVE N (#246) Fax Number: \_\_\_\_\_

City, State, Zip: ANNANDALE MN 55302 Email Address: THEDESOTOMANGYATHOO.COM

Event Name: CULPEPPER & MERRIWETHER CIRCUS Event Dates: JULY 30TH 2023

Set up time: 9:30 AM Event time (start end): 1:00 PM Estimated # of participants: 6:00 PM

Event Description: CIRCUS UNDER A TENT IN THE HIGH SCHOOL PARKING LOT  
PONY RIDES - LIONS - BAREBACK HORSE RIDERS - TRAPEZE  
CLowns

Serving alcohol and/or food? Yes/No: \_\_\_\_\_ Business/liquor license holder: FOOD / NO ALCOHOL - CIRCUS

Contact person: JIM MARSH Phone number: 612-385-0472

Starting location (if applicable): ANNANDALE HIGH SCHOOL PARKING LOT

Ending location (if applicable): ANNANDALE HIGH SCHOOL PARKING LOT

Area(s) to be closed off during event (you must also supply a map of area/route to be closed off): \_\_\_\_\_

TENT / CIRCUS WILL BE SET UP IN THE HIGH SCHOOL  
PARKING LOT ON NORTH EAST SIDE

Safety Procedures (ie: traffic control, event personnel, other facilities as needed, etc): \_\_\_\_\_

The undersigned applicant hereby agrees to the Annandale Police Departments requirements and holds harmless APD for any acts resulting from the negligence of his/her organizers, participants or any spectators.

Signed: [Signature]

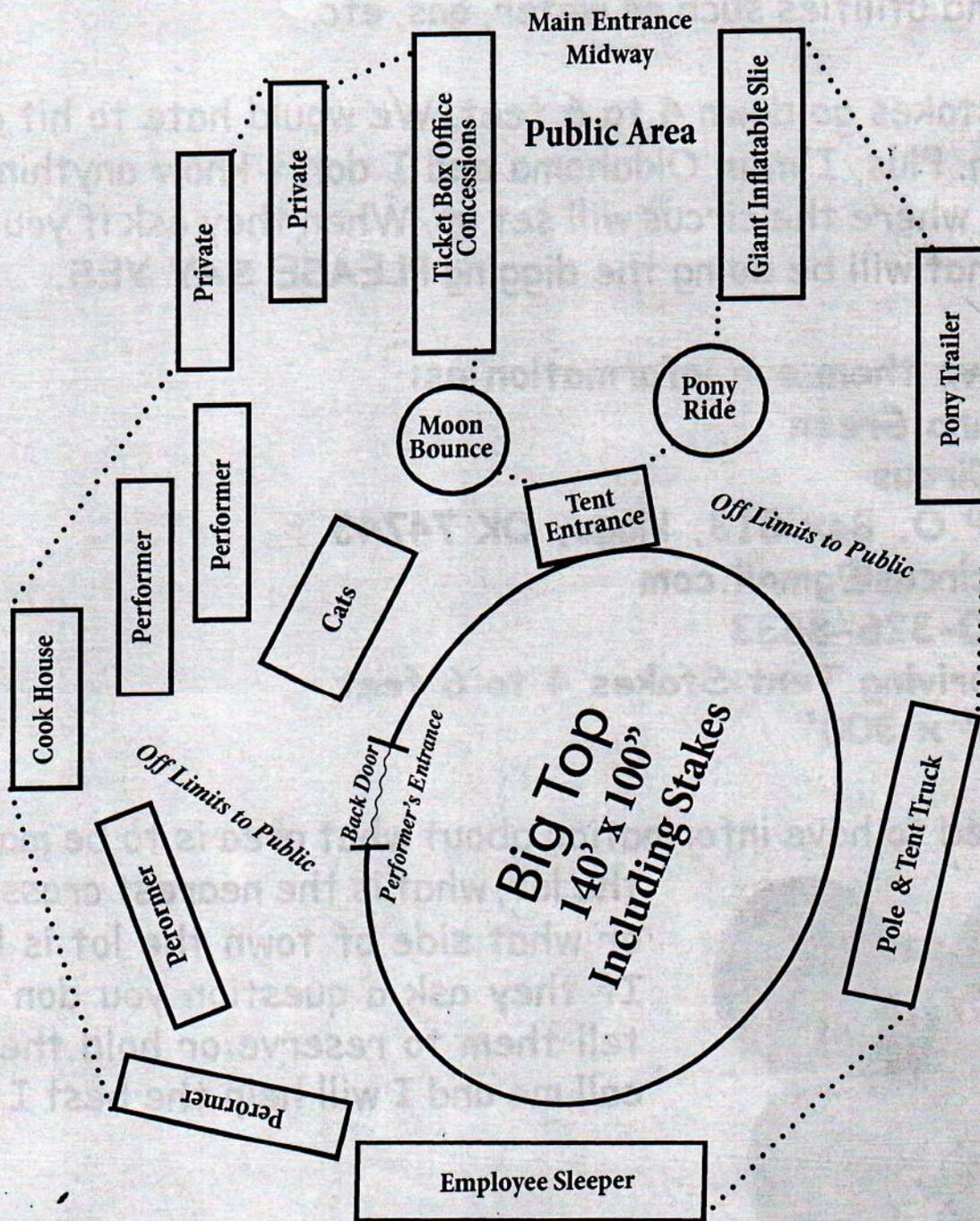
Date: 7-6-23

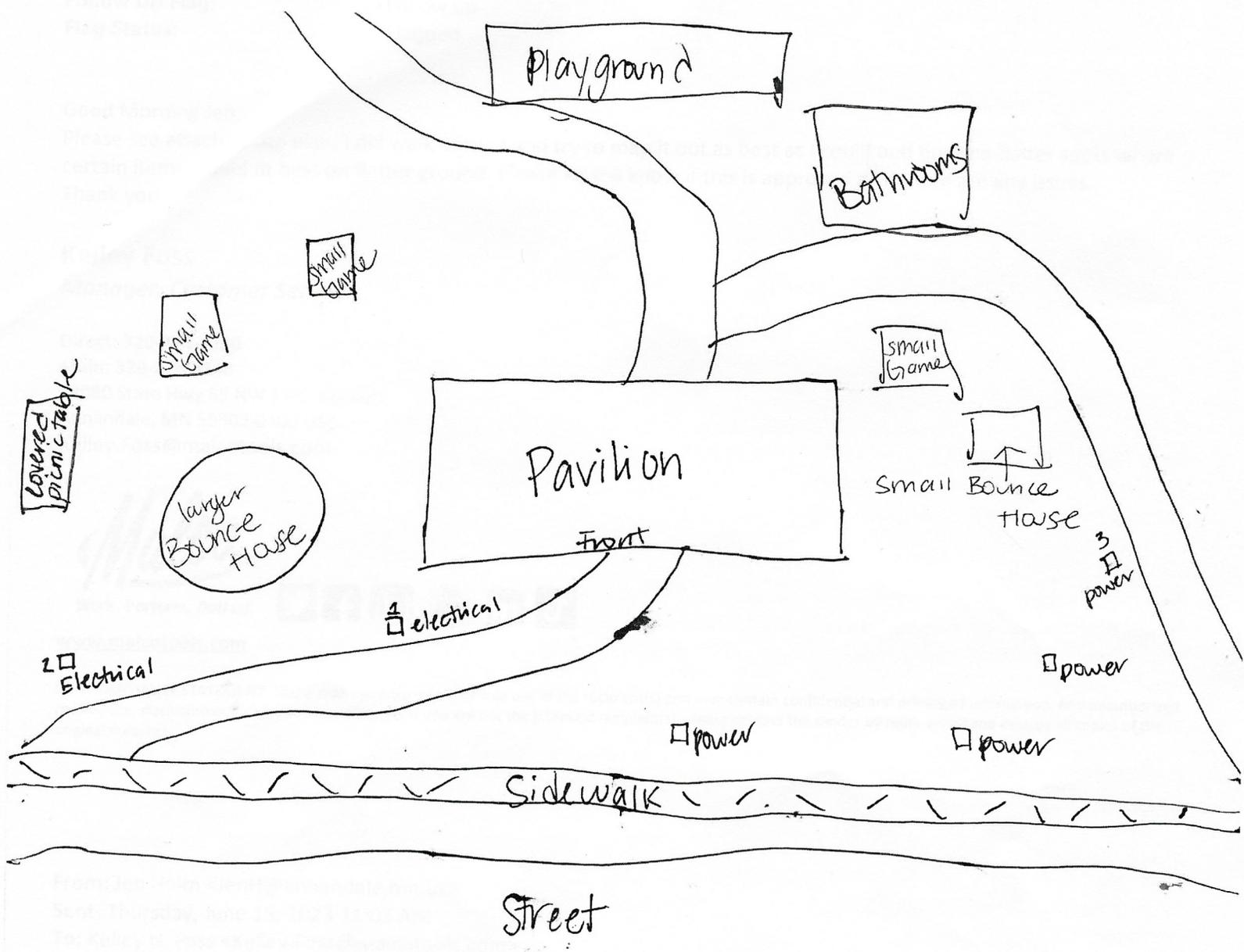
# Culpepper & Merriweather Circus Lot Diagram

This diagram labels the vehicles owned by Culpepper & Merriweather Circus and the tents that are set up on our lot each day. We need an area that is about 300' x 300' (not including parking for the public) to allow for both a 30' fire lane around our tent and around the perimeter of the lot. This layout also allows our electrical and water departments to reach all of the vehicles and tents on the lot.

We are often asked by sponsors to save space by "parking vehicles we don't need" away from the lot after we unload them. Please do not ask us to do this. NO truck is ever fully unloaded and each requires easy access for our staff during the day. Also, if there was a truck "we don't need" it would be at home and not on the road with us.

*Note: Actual layout will depend on the shape and size of each individual lot.*







# City Council Agenda

July 10, 2023

**Agenda Section:** Consent  
**Report From:** Chief Kris  
Townsend

**Agenda No.** 6E  
**Agenda Item:** Appointment of Fire Fighter

## Core Strategy:

- |  |   |
|--|---|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Develop/Manage Strong Parks/Trails         |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input type="checkbox"/> Provide Proactive Leadership               |
| <input type="checkbox"/> Enhance Local Business Environment            | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community |
|  | <input type="checkbox"/> Other: Compliance                          |
- 

## Background

The Fire Department is requesting approval to appoint Walker Suchy to the position of Fire Fighter.

## Recommended Action

Motion to approve as presented

---

## Attachments:

None



# City Council Agenda

July 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6F

**Report From:** City Administrator  
Kelly Hinnenkamp

**Agenda Item:** Resolution Approving Liquor  
License

**Core Strategy:**

- Inspire Community Engagement
  - Increase Operational Effectiveness
  - Enhance Local Business Environment
  - Develop/Manage Strong Parks/Trails
  - Provide Proactive Leadership
  - Ensure Safe/Well Kept Community
  - Other: Compliance
- 

**Background**

Attached is a Resolution approving the 2023-2024 Liquor License. There were no changes requested from current license holder with the renewal.

**Recommended Action**

Motion to approve as presented

---

**Attachments:**

Resolution

**RESOLUTION**

**No. 23-\_\_**

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION APPROVING ANNUAL LIQUOR LICENSES**

**WHEREAS**, the City Council is desirous of approving the annual liquor licenses for the City of Annandale; and

**WHEREAS**, the City Council has received and reviewed applications for renewals and changes in liquor licenses, which applications are on file in the office of the City Clerk.

**NOW, THEREFORE, BE IT RESOLVED**, that the Annandale City Council approves the following liquor licenses upon payment of the license fees and State approval effective from August 1, 2023 through July 31, 2024:

<b>COLLINS VISION BUILDERS, LLC Dba, BILLY D'S CROOKED TAVERN</b>	<b>ON SALE, ON SALE SUNDAY, 2am 34 OAK AVENUE N</b>
<b>SOUTHBROOK GREENS (DBA SOUTHBROOK GOLF &amp; COUNTRY CLUB)</b>	<b>ON SALE, ON SALE SUNDAY 511 MORRISON AVE, SUITE B</b>
<b>COLLINS VISION BUILDERS, LLC (DBA SOUTHBROOK GRILLE)</b>	<b>ON SALE, ON SALE SUNDAY, OFF SALE 511 MORRISON AVE, SUITE A</b>
<b>RENDEZVOUS BAR AND GRILL, LLC Dba, RENDEZVOUS BAR AND GRILL</b>	<b>ON SALE, ON SALE SUNDAY, OFF SALE, 2AM 35 OAK AVENUE SOUTH</b>
<b>TOM "N" GARY'S BOWLING CENTER ANNANDALE, INC. (DBA TOM "N" GARY'S BOWLING CENTER)</b>	<b>ON SALE, ON SALE SUNDAY 130 OAK AVENUE NORTH</b>
<b>O' BROTHER'S INC. (DBA O'BROTHERS WINE &amp; SPIRITS)</b>	<b>OFF SALE 700 NORWAY DRIVE</b>
<b>SPIILLED GRAIN BREWHOUSE</b>	<b>TAP ROOM, SUNDAY AND OFF SALE 300 ELM STREET</b>
<b>STADIUM, INC (DBA STADIUM)</b>	<b>OFF SALE, ON SALE, ON SALE SUNDAY 45 CHESTNUT STREET</b>
<b>RCBA, LLC (dba THE THAYER)</b>	<b>ON SALE, ON SALE SUNDAY 60 ELM STREET W</b>

The foregoing resolution was duly seconded by Councilmember \_\_\_\_\_, upon a vote being taken thereon, the following members voted in favor thereof: \_\_; the following members voted against: None; the following members abstained: None; the following members were absent: None.

WHEREUPON, said resolution was declared duly passed and adopted this 10th day of July, 2023.

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



# City Council Agenda

July 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6G

**Report From:** City Administrator  
Kelly Hinnenkamp

**Agenda Item:** Dental Renewal

**Core Strategy:**

- Inspire Community Engagement
  - Increase Operational Effectiveness
  - Enhance Local Business Environment
  - Develop/Manage Strong Parks/Trails
  - Provide Proactive Leadership
  - Ensure Safe/Well Kept Community
  - Other: Compliance
- 

**Background**

Attached is the Dental Renewal for 2023-2024 Policy. The proposed renewal is a 9% increase in rates or approximately \$1799.52 for the year. The City could consider switching to the PEIP Delta Dental which has savings of \$1415.52 a year. After reviewing the changes in coverage form the current plan to PEIP Dental, the Personnel Committee did not see a significant savings for the changes in coverage that would impact the staff.

**Recommended Action**

Approve Renewal with Current Delta Dental Plan as Presented.

---

**Attachments:**

Premium Analysis

# City of Annandale

Dental

Renewal

EFFECTIVE DATE:  
September 1, 2023

PREPARED BY:



**Christensen  
Group  
Insurance**

Dental - In Network Comparison

# City of Annandale

Effective Date:

September 1, 2023

 Christensen Group Insurance	Delta Dental Current	Delta Dental Renewal	PEIP - Delta Dental Proposed	
Plan	Pathfinder Plan 2	Pathfinder Plan 2	PEIP Comprehensive Dental	
Network	Delta PPO/Delta Premier	Delta PPO/Delta Premier	Delta PPO	Delta Premier
<b>Preventive Services</b>				
- Exams, Cleanings	100%	100%	100%	90%
- X-rays, Fluoride	100%	100%	100%	90%
- Space Maintainers	100%	100%	100%	90%
<b>Basic Services</b>				
- Sealants	80%	80%	80%	80%
- Emergency Palliative Treatment	80%	80%	80%	80%
- Fillings	80%	80%	80%	80%
<b>Major Procedures</b>	6-12 month wait	6-12 month wait		
- Oral Surgery	55%	55%	80% (Basic)	80% (Basic)
- Endodontics, Periodontics	55%	55%	80% (Basic)	80% (Basic)
- Crowns, Bridges	55%	55%	50%	50%
- Dentures, Implants	55%	55%	50%	50%
<b>Lifetime Deductible</b>	Applies to All Services	Applies to All Services	Applies to Basic & Major	
- Per Member	\$100	\$100	\$25	\$50
- Family Maximum	\$300	\$300	\$50	\$100
<b>Calendar Year Maximum</b>				
- Per Member	\$1,500	\$1,500	\$1,000	\$1,000
<b>Monthly Rates</b>	3 EE/3 EE+SP/1 EE+CH/10 Family	3 EE/3 EE+SP/1 EE+CH/10 Family	3 EE/14 Family	
Employee Only	\$35.25	\$38.42	\$42.60	
Employee + Spouse	\$67.71	\$73.80		
Employee + Child(ren)	\$82.02	\$89.40		
Family	\$127.60	\$139.08	\$101.51	
<b>Monthly Premium*</b>	\$1,666.90	\$1,816.86	\$1,548.94	
<b>Annual Premium</b>	\$20,002.80	\$21,802.32	\$18,587.28	
<b>Annual \$ Change from Current</b>		\$1,799.52	-\$1,415.52	
<b>Annual % Change from Current</b>		9.00%	-7.08%	

\*Enrollment was taken from current billing statement.



# City Council Agenda

July 10, 2023

**Agenda Section:** Consent  
**Report From:** City Administrator  
Kelly Hinnenkamp

**Agenda No.** 6H  
**Agenda Item:** Letter of Support

## Core Strategy:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Inspire Community Engagement | <input type="checkbox"/> Provide Proactive Leadership               |
| <input type="checkbox"/> Increase Operational Effectiveness      | <input checked="" type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment      | <input type="checkbox"/> Other: Click or tap here to enter text.    |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails      |   |

---

## Background

Attached is a sample letter of support for a grant application Goldendale Housing is applying for with MN Housing Finance Agency. The grant funds would go towards interior and exterior improvements at the site.

## Recommended Action

Approve Letter of Support as presented.

---

## Attachments:

Letter

CITY OF ANNANDALE LETTERHEAD

July 7, 2023

Minnesota Housing  
400 Wabasha Street North  
Unit 400  
St. Paul, MN 55102  
ATTN: Tax Credit Program Manager

RE: Letter of Support for CommonBond Rehabilitation of Goldendale Homes

To Whom it May Concern,

CommonBond Communities has reached out to city staff, regarding their application to Minnesota Housing, for rehabilitation funding, to be used on Goldendale Homes. Due to its age, this property needs substantial rehabilitation. Because of this, the city is in support of this application and sees CommonBond as a valued partner in the community.

In addition, the Wright County Economic Development Partnership (WCEDP) has a strategic plan for 2022 – 2024. This plan clearly states that housing costs within the county have greatly risen in recent years. The City of Annandale acknowledges this finding and would like to do what it can to support efforts to mitigate it, for residents in need. We recognize that restricted affordable housing is in short supply, and that which already exists needs rehabilitation to maintain quality rental units.

If any questions may arise, please contact NAME at EMAIL ADDRESS, or PHONE NUMBER.

Sincerely,

Name  
Title  
City of Annandale, MN



# City Council Agenda

July 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6I

**Report From:** Administration

**Agenda Item:** Consideration of Adopting Resolution Accepting Donations

**Core Strategy:**

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership    |
| <input type="checkbox"/> Increase Operational Effectiveness            | <input type="checkbox"/> Ensure Safe/Well Kept Community |
| <input type="checkbox"/> Enhance Local Business Environment            | <input type="checkbox"/> Other:                          |
| <input checked="" type="checkbox"/> Develop/Manage Strong Parks/Trails |  |

## Background

Minnesota State Statute 465.03-.04 requires gifts/donations to municipalities to be accepted by resolution.

The City Council is asked to accept the following donation for improvements in the city parks:

- Knife River - \$10,000 for Splash Pad Project in Municipal Park

## Recommended Action

Motion to adopt attached Resolution accepting the donations for \$10,000.

## Attachments:

Resolution

**CITY OF ANNANDALE  
RESOLUTION NO. 23-XX**

**RESOLUTION ACCEPTING DONATIONS TO CITY**

**WHEREAS**, the City of Annandale is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 and 465.04 for the benefit of its citizens in accordance with the terms prescribed by the donor. Said gifts may be limited under provisions of MN Statutes Section 471.895.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor:</u>	Kinfe River
<u>Donation Type:</u>	Municipal Park Splash Pad
<u>Amount:</u>	\$10,000

**WHEREAS**, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

**WHEREAS**, the City Council finds that it is appropriate to accept the donations offered.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ANNANDALE, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of Annandale this 10<sup>th</sup> day of July, 2023.

\_\_\_\_\_  
Shelly Jonas, Mayor

Attested:

\_\_\_\_\_  
Kelly Hinnenkamp, City Administrator/Clerk



# City Council Agenda

July 10, 2023

**Agenda Section:** Consent

**Agenda No.** 6J

**Report From:** City Administrator  
Kelly Hinnenkamp

**Agenda Item:** Pay Estimate #2- Lake John  
Utilities

**Core Strategy:**

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Compliance

---

**Background**

Attached is Pay Estimate #2 for the Sewer and Water Extension Project to Lake John.

**Recommended Action**

Approve as presented.

---

**Attachments:**

Pay Estimate



**BOLTON  
& MENK**

Real People. Real Solutions.

2040 Highway 12 East  
Willmar, MN 56201-5818

Ph: (320) 231-3956  
Fax: (320) 231-9710  
Bolton-Menk.com

June 29, 2023

Kelly Hinnenkamp  
City Administrator  
City of Annandale  
P.O. Box K  
Annandale, MN 55302

RE: Utilities to Lake John  
City of Annandale, Minnesota  
BMI Project No.: OW1.127863

Dear Kelly:

Please find enclosed Payment Estimate No. 2 for the above referenced project. The estimate includes all work completed through June 22, 2023. We have reviewed the estimate and recommend approval. If you agree, please sign and date three copies and return one with payment to Rachel Contracting, LLC and one to me for our files.

If you have any questions on the above, please call.

Sincerely,

**Bolton & Menk, Inc.**

**Jared Voge, P.E.**  
City Engineer

Enclosures

**Contractor's Application for Payment**

<b>Owner:</b> <u>City of Annandale</u>	<b>Owner's Project No.:</b> _____
<b>Engineer:</b> <u>Bolton &amp; Menk, Inc.</u>	<b>Engineer's Project No.:</b> <u>0W1.127863</u>
<b>Contractor:</b> <u>Rachel Contracting LLC</u>	<b>Agency's Project No.:</b> _____
<b>Project:</b> <u>Trunk Utilities to Lake John</u>	
<b>Contract:</b> <u>Trunk Utilities to Lake John</u>	
<b>Application No.:</b> <u>2</u>	<b>Application Date:</b> <u>6/26/2023</u>
<b>Application Period:</b> From <u>2/24/2023</u> to <u>6/22/2023</u>	

1. Original Contract Price	\$	2,144,546.00
2. Net change by Change Orders	\$	19,250.00
3. Current Contract Price (Line 1 + Line 2)	\$	2,163,796.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	1,353,743.88
5. Retainage		
a. <u>5%</u> X \$ <u>1,353,743.88</u> Work Completed	\$	67,687.19
b. _____ X \$ _____ Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	67,687.19
6. Amount eligible to date (Line 4 - Line 5.c)	\$	1,286,056.69
7. Less previous payments	\$	65,958.50
8. Amount due this application	\$	1,220,098.19
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	810,052.12

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** Rachel Contracting LLC

**Signature:**  **Date:** 6-28-23

**Name:** David Mitchell **Title:** Project Manager

<b>Recommended by Engineer</b>	<b>Approved by Owner</b>
<b>By:</b> <u></u>	<b>By:</b> _____
<b>Name:</b> <u>Jared Voge, P.E.</u>	<b>Name:</b> _____
<b>Title:</b> <u>City Engineer</u>	<b>Title:</b> _____
<b>Date:</b> <u>6/29/2023</u>	<b>Date:</b> _____

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Annandale	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	OW1.127863
Contractor:	Rachel Contracting LLC	Agency's Project No.:	
Project:	Trunk Utilities to Lake John		
Contract:	Trunk Utilities to Lake John		

Application No.:	2	Application Period:	From 02/24/23 to 06/22/23	Application Date:	06/26/23
------------------	---	---------------------	---------------------------	-------------------	----------

A Bid Item No.	B Description	C Item Quantity	D Units	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	Original Contract												
						Contract Information		Previous Estimate		Work Completed		I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)			
						Quantity	Units	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)							
1	MOBILIZATION	1.00	LUMP SUM	126,500.00	126,500.00			0.12	15,180.00	0.60	75,900.00		75,900.00	60%	50,600.00			
2	TRAFFIC CONTROL	1.00	LUMP SUM	15,180.00	15,180.00				-	0.60	9,108.00		9,108.00	60%	6,072.00			
3	REMOVE CONCRETE WALK	10.00	SQ YD	27.90	279.00				-	-	-		-	-	279.00			
4	REMOVE BITUMINOUS PAVEMENT	335.00	SQ YD	10.40	3,484.00				-	256.00	2,662.40		2,662.40	76%	821.60			
5	REMOVE CULVERT	180.00	LIN FT	22.00	3,960.00				-	-	-		-	-	3,960.00			
6	EXCAVATION - COMMON	280.00	CU YD	4.40	1,232.00				-	-	-		-	-	1,232.00			
7	COMMON EMBANKMENT	610.00	CU YD	3.05	1,860.50				-	-	-		-	-	1,860.50			
8	AGGREGATE SURFACING, CL 5	105.00	TON	24.80	2,604.00				-	-	-		-	-	2,604.00			
9	BITUMINOUS PATCH	435.00	SQ YD	92.26	40,133.10				-	256.00	23,618.56		23,618.56	59%	16,514.54			
10	6" CONCRETE DRIVEWAY	110.00	SQ YD	127.37	14,010.70				-	-	-		-	-	14,010.70			
11	EXPLORATORY EXCAVATION	10.00	hour	530.00	5,300.00				-	-	-		-	-	5,300.00			
12	DRAIN TILE REPAIR (4"-12")	100.00	LIN FT	15.80	1,580.00				-	-	-		-	-	1,580.00			
13	12" CS CULVERT	46.00	LIN FT	57.70	2,654.20				-	-	-		-	-	2,654.20			
14	15" CS CULVERT	114.00	LIN FT	63.00	7,182.00				-	-	-		-	-	7,182.00			
15	18" CS CULVERT	60.00	LIN FT	70.25	4,215.00				-	-	-		-	-	4,215.00			
16	12" CS SAFETY APRON	2.00	EACH	645.00	1,290.00				-	-	-		-	-	1,290.00			
17	15" CS SAFETY APRON	6.00	EACH	650.00	3,900.00				-	-	-		-	-	3,900.00			
18	18" CS SAFETY APRON	2.00	EACH	910.50	1,821.00				-	-	-		-	-	1,821.00			
19	10" SANITARY SEWER	36.00	LIN FT	68.00	2,448.00				-	-	-		-	-	2,448.00			
20	CONNECT TO EXISTING SANITARY SEWER MANHOLE	1.00	EACH	12,050.00	12,050.00				-	1.00	12,050.00		12,050.00	100%	-			
21	FORCEMAIN FITTINGS	414.00	LBS	22.30	9,232.20				-	92.00	2,051.60		2,051.60	22%	7,180.60			
22	8" SANITARY FORCEMAIN	3,054.00	LIN FT	46.75	142,774.50				-	34.00	1,589.50		1,589.50	1%	141,185.00			
23	8" SANITARY FORCEMAIN, TRENCHLESS	3,313.00	LIN FT	46.75	154,882.75				-	6,254.00	292,374.50		292,374.50	189%	(137,491.75)			
24	AIR RELEASE MANHOLE & VALVE ASSEMBLY	3.00	EACH	20,000.00	60,000.00				-	2.00	40,000.00		40,000.00	67%	20,000.00			
25	SANITARY LIFT STATION	1.00	LUMP SUM	379,000.00	379,000.00				-	0.25	94,750.00		94,750.00	25%	284,250.00			
26	DEWATERING	1.00	LUMP SUM	127,350.00	127,350.00				-	0.80	101,880.00		101,880.00	80%	25,470.00			
27	1" CORP STOP & SADDLE	2.00	EACH	1,270.00	2,540.00				-	-	-		-	-	2,540.00			
28	1" CURB STOP & BOX	2.00	EACH	1,130.00	2,260.00				-	-	-		-	-	2,260.00			
29	1" PE WATER SERVICE, TRENCHLESS	106.00	LIN FT	87.70	9,296.20				-	-	-		-	-	9,296.20			
30	6" PVC WATERMAIN	41.00	LIN FT	63.80	2,615.80				-	16.00	1,020.80		1,020.80	39%	1,595.00			
31	8" PVC WATERMAIN	48.00	LIN FT	66.25	3,180.00				-	31.00	2,053.75		2,053.75	65%	1,126.25			
32	8" PVC WATERMAIN, IN CASING	65.00	LIN FT	81.80	5,317.00				-	-	-		-	-	5,317.00			
33	12" PVC WATERMAIN	2,486.00	LIN FT	83.60	207,829.60				-	134.50	11,244.20		11,244.20	5%	196,585.40			
34	12" PVC WATERMAIN, TRENCHLESS	3,653.00	LIN FT	122.30	446,761.90				-	4,267.00	521,854.10		521,854.10	117%	(75,092.20)			
35	20" I.D. CASING, TRENCHLESS	65.00	LIN FT	907.00	58,955.00				-	65.00	58,955.00		58,955.00	100%	-			
36	6" GATE VALVE & BOX	6.00	EACH	2,645.00	15,870.00				-	2.00	5,290.00		5,290.00	33%	10,580.00			
37	8" GATE VALVE & BOX	2.00	EACH	3,550.00	7,100.00				-	-	-		-	-	7,100.00			
38	12" GATE VALVE & BOX	7.00	EACH	6,030.00	42,210.00				-	2.00	12,060.00		12,060.00	29%	30,150.00			
39	CONNECT TO EXISTING WATERMAIN	3.00	EACH	1,925.00	5,775.00				-	-	-		-	-	5,775.00			
40	WATERMAIN FITTINGS	1,951.00	LBS	13.95	27,216.45				-	637.00	8,886.15		8,886.15	33%	18,330.30			
41	HYDRANT	6.00	EACH	6,050.00	36,300.00				-	2.00	12,100.00		12,100.00	33%	24,200.00			
42	STORM DRAIN INLET PROTECTION	14.00	EACH	331.00	4,634.00				-	-	-		-	-	4,634.00			
43	SEDIMENT CONTROL LOG, TYPE WOOD FIBER	825.00	LIN FT	5.12	4,224.00				-	-	-		-	-	4,224.00			
44	RAPID STABILIZATION, METHOD 3	6.00	M GAL	840.00	5,040.00				-	-	-		-	-	5,040.00			
45	SEEDING, TEMPORARY	3.00	ACRE	4,200.00	12,600.00				-	-	-		-	-	12,600.00			
46	SEEDING, GENERAL ROADSIDE	3.00	ACRE	4,200.00	12,600.00				-	-	-		-	-	12,600.00			
47	ROLLED EROSION PREVENTION CATEGORY 25	14,530.00	SQ YD	2.12	30,803.60				-	-	-		-	-	30,803.60			
48	SILT FENCE, MACHINE SLICED	3,950.00	LIN FT	2.91	11,494.50				-	3,452.00	10,045.32		10,045.32	87%	1,449.18			
49	ELECTRICAL SERVICE ALLOWANCE	35,000.00	UNIT	1.00	35,000.00				35,000.00	35,000.00	35,000.00		35,000.00	100%	-			

**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

<b>Owner:</b>	City of Annandale	<b>Owner's Project No.:</b>	
<b>Engineer:</b>	Bolton & Menk, Inc.	<b>Engineer's Project No.:</b>	0W1.127863
<b>Contractor:</b>	Rachel Contracting LLC	<b>Agency's Project No.:</b>	
<b>Project:</b>	Trunk Utilities to Lake John		
<b>Contract:</b>	Trunk Utilities to Lake John		

Application No.: 2 Application Period: From 02/24/23 to 06/22/23 Application Date: 06/26/23

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bid Item No.	Description	Contract Information		Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)		
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate					Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)
50	CONSTRUCTION ALLOWANCE	30,000.00	UNIT	1.00	30,000.00		-	-	-	-	-		30,000.00
<b>Original Contract Totals</b>					<b>\$ 2,144,546.00</b>		<b>\$ 50,180.00</b>		<b>\$ 1,334,493.88</b>	<b>\$ -</b>	<b>\$ 1,334,493.88</b>	<b>62%</b>	<b>\$ 810,052.12</b>





# City Council Agenda

July 10, 2023

**Agenda Section:** New Business  
**Report From:** City Administrator  
Kelly Hinnenkamp

**Agenda No.** 9A  
**Agenda Item:** Resolution Approving Financing  
for Hemlock

## Core Strategy:

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Click or tap here to enter text.

---

## Background

Attached is a memo from the City's financial advisor on the funding for the Hemlock Improvements. Most of the bond will be paid for with assessment from the Care Center and School. The City's portion will be included as part of the City's debt levy.

A copy of the resolution will be provided at the meeting.

## Recommended Action

Motion to Approve the Resolution as Presented

---

## Attachments:

Memo from Sweeney



July 5, 2023

City of Annandale  
 Kelly Hinnenkamp, City Administrator  
 P.O. Box K  
 Annandale, MN 55302

**RE: 2023B GO Improvement Note – Hemlock Roundabout Project**

Honorable Mayor, Council Members, and Administrator Hinnenkamp:

The purpose of this letter is to provide project financing recommendations for the Hemlock Project as construction is anticipated to start very soon. A breakdown of the total estimated project cost based on the bids received (\$3,742,249.18), including the estimated local share of \$1,342,249.18, is attached.

**2023B GO Improvement Revenue Note:**

For the purpose of financing the Hemlock Project costs, I have recommended that the local lenders be contacted to determine their interest in the purchase of the City’s note. Lake Central Bank responded to the inquiry made by city staff and proposed a rate (3.86%) that we consider to be competitive. Based on that discussion, the project costs to be funded locally include the following:

Construction, Engineering, Contingency	\$1,342,249.18
Fiscal & Legal	24,000.00
Paying Agent	1,500.00
Capitalized Interest	16,231.30

TOTAL PROJECT COSTS: \$1,383,980.48

The funding sources to be utilized to fund project costs are summarized below:

<b>GO Improvement Bonds</b>	<b>\$841,000.00</b>
<b>Township Payment</b>	<b>542,709.82</b>
<b>Construction Fund Earnings</b>	<b>270.66</b>

TOTAL FUNDING SOURCES: \$1,383,980.48

**Payment and Revenue Requirements:**

The bond issue has been structured with an approximately 10-year term with principal payments starting February 1, 2025. (see attached). Payments will average approximately \$103,000 per year. Revenue sources pledged for repayment will include special assessments levied against the Care Center and School District totaling \$513,101.84 (\$256,550.42 each) that will have payments of \$67,616 per year over the life of the bond issue at an interest rate of 5.36%.

A tax levy of approximately \$40,000 will be pledged by the City. This levy exceeds the \$15,000 that was originally planned for repayment of a direct cash contribution. The City has made annual contributions of \$20,000 from tax levy for the 2008B GO Improvement Bonds that will have a final payment in 2024 and will create some capacity to take on a portion of the increased levy requirement.

**\$841,000 General Obligation Improvement Note – 2023B:**

If the Council chooses to pursue the finance of the project costs as proposed, David Drown Associates, Inc. recommends the issuance of an \$841,000 General Obligation Improvement Note placed with Lake Central Bank.

Key elements include:

- 10-year term at 3.86% interest rate
- Callable 2/1/2030 or any date thereafter at par
- Sale of bonds to Lake Central Bank (reduced issuance costs & competitive rate)

Schedule and Issuance:

The proposed schedule for putting the project financing in place is as follows:

July 10, 2023	Award resolution considered
August 1, 2023	Closing

If the Council determines that it is appropriate to proceed with the proposed financing, it would be appropriate to act upon the resolution awarding sale to be prepared by the City's bond counsel (Taft).

Thank you for your time and consideration.

Sincerely,



Shannon Sweeney, Associate  
David Drown Associates, Inc.

**Project Cost and Grant Breakdown**

<b>Overall Project Amounts:</b>	<b>Total Estimated Cost</b>	<b>% of Total</b>	<b>State Grant</b>	<b>Federal Grant (% of Total)</b>	<b>Remaining to Fund</b>
Roundabout Expense	\$ 2,171,212.91	58%	\$ 400,000.00	\$ 1,160,378.59	\$ 610,834.32
Hemlock/80th Street Expense	\$ 1,571,036.27	42%		\$ 839,621.41	\$ 731,414.86
	<u>\$ 3,742,249.18</u>	100%	<u>\$ 400,000.00</u>	<u>\$ 2,000,000.00</u>	<u>\$ 1,342,249.18</u>

<b>Project Funding</b>	<b>Total</b>	<b>Roundabout</b>	<b>Hemlock/80th Street</b>
Total Project Expense:	\$ 3,742,249.18	\$ 2,171,212.91	\$ 1,571,036.27
State TED Grant	\$ 400,000.00	\$ 400,000.00	0
Federal Award	\$ 2,000,000.00	\$ 1,160,378.59	\$ 839,621.41
	<u>\$ 1,342,249.18</u>	<u>\$ 610,834.32</u>	<u>\$ 731,414.86</u>

**Shared Cost Breakdown**

	<b>Roundabout</b>	<b>Hemlock/80th Stree</b>	<b>Total Contributions</b>
School (42%)	\$ 256,550.42	\$ -	\$ 256,550.42
Care Center (42%)	\$ 256,550.42	\$ -	\$ 256,550.42
City (16%)/(25.8%)	\$ 97,733.49	\$ 188,705.03	\$ 286,438.52
Township (74.2%)	\$ -	\$ 542,709.82	\$ 542,709.82
	<u>\$ 610,834.32</u>	<u>\$ 731,414.86</u>	<u>\$ 1,342,249.18</u>

**\$841,000  
General Obligation Improvement Note, Series 2023B**

**Uses of Funds**

Construction, Engineering, & Contingency	1,342,249
Other	-
<b>Total Project Costs</b>	<b>1,342,249</b>
Underwriter's Discount Allowance 0.000%	-
Unused Underwriter's Discount Allowance	-
Fiscal Fee	13,000
Bond Counsel	9,500
Pay Agent/Registrar	1,500
Printing & Misc	1,500
Rating Agency Fee	-
Capitalized Interest	16,231.30
Accrued Interest	-
Rounding	-
	<u>1,383,980</u>

**Sources of Funds**

Bond Issue	<b>841,000</b>
Construction Fund Earnings	270.66
Cash Contribution (Township)	542,710
	<u>1,383,980</u>

**Payment Schedule & Cashflow**

<i>Payment Schedule</i>					
12-Month Period ending	Principal	Interest Rate	Interest	Payment Total	plus 5% Coverage
8/1/2023	-		-	-	
2/1/2024	-	3.86%	16,231	<b>16,231</b>	16,231
2/1/2025	70,000	3.86%	32,463	<b>102,463</b>	107,586
2/1/2026	73,000	3.86%	29,761	<b>102,761</b>	107,899
2/1/2027	76,000	3.86%	26,943	<b>102,943</b>	108,090
2/1/2028	79,000	3.86%	24,009	<b>103,009</b>	108,160
2/1/2029	83,000	3.86%	20,960	<b>103,960</b>	109,158
2/1/2030	85,000	3.86%	17,756	<b>102,756</b>	107,894
2/1/2031	89,000	3.86%	14,475	<b>103,475</b>	108,649
2/1/2032	92,000	3.86%	11,040	<b>103,040</b>	108,192
2/1/2033	95,000	3.86%	7,488	<b>102,488</b>	107,613
2/1/2034	99,000	3.86%	3,821	<b>102,821</b>	107,962
	<u>841,000</u>		<u>204,947</u>	<u><b>1,045,947</b></u>	<u>1,097,432</u>

**Bond Details**

Set Sale Date	N/A
Sale Date	7/10/2023
Dated Date	8/1/2023
Closing Date	8/1/2023
1st Interest Payment	2/1/2024
Proceeds spent by:	12/31/2024 <i>to Dated Date</i>
Purchase Price	841,000.00
Net Interest Cost	204,946.70
Net Effective Rate	<b>3.8600%</b>
Average Coupon	3.8600%
Yield	3.8600%
Average Life	6.3133
Call Option	2/1/2030
Purchaser	Lake Central Bank
Bond Counsel	Taft
Pay Agent	U.S. Bank, N.A.
Tax Status	<b>Tax Exempt, Bank Qualified</b>
Continuing Disclosure	TBD
Rebate	Small Issuer Exemption
Statutory Authority	M.S. 429 & 475

<i>Pledged Revenues</i>				<i>Account Balances</i>	
Collection Year	Tax Levy	Special Assessments	Other Revenues	Surplus (deficit)	Account Balance
			Capitalized & accrued interest >		16,231
2023	-	-		(16,231)	-
2024	39,970	67,616	-	-	-
2025	40,283	67,616	-	-	-
2026	40,474	67,616	-	-	-
2027	40,544	67,616	-	-	-
2028	41,542	67,616	-	-	-
2029	40,278	67,616	-	-	-
2030	41,033	67,616	-	-	-
2031	40,576	67,616	-	-	-
2032	39,997	67,616	-	-	-
2033	40,347	67,616	-	-	-
	<u>405,045</u>	<u>676,156</u>	-		-

**City of Annandale, Minnesota**  
**\$841,000**  
**General Obligation Improvement Note, Series 2023B**

**BOND PAYMENT SCHEDULE**

Paying Agent: US Bank, NA

Day	Principal	Interest Rates	Semi-annual Interest	Semi-Annual Payment	Payment Notation
August 1, 2023					
February 1, 2024	-	3.86%	16,231.30	<b>16,231.30</b>	
August 1, 2024	-		16,231.30	<b>16,231.30</b>	
February 1, 2025	70,000	3.86%	16,231.30	<b>86,231.30</b>	
August 1, 2025	-		14,880.30	<b>14,880.30</b>	
February 1, 2026	73,000	3.86%	14,880.30	<b>87,880.30</b>	
August 1, 2026	-		13,471.40	<b>13,471.40</b>	
February 1, 2027	76,000	3.86%	13,471.40	<b>89,471.40</b>	
August 1, 2027	-		12,004.60	<b>12,004.60</b>	
February 1, 2028	79,000	3.86%	12,004.60	<b>91,004.60</b>	
August 1, 2028	-		10,479.90	<b>10,479.90</b>	
February 1, 2029	83,000	3.86%	10,479.90	<b>93,479.90</b>	
August 1, 2029	-		8,878.00	<b>8,878.00</b>	
February 1, 2030	85,000	3.86%	8,878.00	<b>93,878.00</b>	
August 1, 2030	-		7,237.50	<b>7,237.50</b>	
February 1, 2031	89,000	3.86%	7,237.50	<b>96,237.50</b>	
August 1, 2031	-		5,519.80	<b>5,519.80</b>	
February 1, 2032	92,000	3.86%	5,519.80	<b>97,519.80</b>	
August 1, 2032	-		3,744.20	<b>3,744.20</b>	
February 1, 2033	95,000	3.86%	3,744.20	<b>98,744.20</b>	
August 1, 2033	-		1,910.70	<b>1,910.70</b>	
February 1, 2034	99,000	3.86%	1,910.70	<b>100,910.70</b>	
	<b>841,000</b>		<b>204,946.70</b>	<b>1,045,946.70</b>	

Call Option: 2/1/2030 *at par*  
 Bonds Dated: 8/1/2023

This payment schedule assumes no bonds are redeemed early. Refunds, if they are done, will alter this payment schedule. David Drown Associates, Inc. (612-920-3320) is available at any time to review the feasibility of refunding this issue.

The Pay Agent for this issue will charge a fee for handling of payments on the bonds. Transfers and exchanges of the Bonds may be made and appropriate additional charges will apply. The Pay Agent will send a statement of charges at the time they bill you for bond payments. The Pay Agent normally requests payments be received three working days prior to the due date in order to assure sufficient processing time. Payment may be made by wire, warrant, draft or check.



# City Council Agenda

July 10, 2023

**Agenda Section:** Consent  
**Report From:** Planning  
**Agenda No.** 9B

Consideration of Adopting Ordinance and Resolutions for a request for Minor Subdivision to Accommodate a New Single Family Home, Comprehensive Plan Amendment from Multifamily to Residential, Rezoning from Agricultural District (AG) to One Family Residential District (R-1), and Conditional Use Permit for Garage Space Over 1,200 square feet.  
Applicant: Shirley Mares

**Agenda Item:**

**Core Strategy:**

- Inspire Community Engagement
- Increase Operational Effectiveness
- Enhance Local Business Environment
- Develop/Manage Strong Parks/Trails
- Provide Proactive Leadership
- Ensure Safe/Well Kept Community
- Other: Planning and Zoning Item

**SITE INFORMATION & BACKGROUND**

**PID:** 102500303402 & 102500303401  
**Legal Description:** Unplatted  
**Zoning District:** AG Agricultural District  
**Comprehensive Plan:** Multifamily  
**Surrounding Site Use:** North: AG, R-5/Residential  
East: PUD, R-4/Residential  
South: R-1/Residential  
West: PUD/Residential

**Planning Case Number:** 2023-06

**Deadline for Decision:** **August 12, 2023 (60-day deadline)**  
October 11, 2023 (120-day deadline)

**Project Description:**

The applicant is proposing to rearrange the lot lines for 350 Excelsior Avenue. The lot is currently about 2 acres in size. This proposal would result in the property being about 1 acre. They will then remove the existing house and replace it on the new lot. The remainder of the property will be dedicated to the lot to the rear and be dedicated as a westerly extension of the Ash Street right-of-way. The applicant is also seeking a conditional use permit to exceed the maximum garage size for the new house.

## **ANALYSIS**

### **Minor Subdivision**

As mentioned, the applicant is seeking to rearrange the lot lines at 350 Excelsior Avenue, which is approximately 2 acres in size. They will be granting a portion of the property to the lot to the rear of the site. This will result in a reduction of the 2 acre lot into 1 acre. The farm field lot to the rear will increase in size to be about 18 acres. As part of this, the applicant will be granting an easement for an extension of Ash Street on the west side of the county road to allow for an extension of Ash Street into this developable property.

The lot to the rear is less than the minimum lot size for the Ag District but will be increasing in size.

The front lot will be meeting all minimum standards of the ordinance.

The proposed construction generally adheres to the requirements of the Zoning Ordinance.

The driveway location is required to be approved by Wright County.

Wright County will also require an easement over the portion of the County Road adjacent to the property.

### **Comprehensive Plan Amendment**

The Comprehensive Plan identifies this area as being Multi-Family Residential. The applicant is seeking an amendment to allow this to continue as a single family residence. The resulting amendment will allow for the properties along the county road to be rezoned as R-1 when developed.

Council should consider whether this arrangement is appropriate. If the Council finds that the Comprehensive Plan should remain as Multi-Family in this location, it would be appropriate to recommend denial of all requests.

### **Rezoning**

The property that is being sought for construction of the house is currently zoned Ag. The applicant will be hooking up the new house to city sewer and water, which will allow for it to be rezoned to R-1. No other lots will be rezoned, at this time.

If the Comprehensive Plan amendment is approved, it would be appropriate to approve the rezoning request, as it would be consistent with the amended plan.

### **Conditional Use Permit**

Garages may not exceed 1,200 square feet of gross area. Total garage area may exceed 1,200 square feet by conditional use. In no case shall any such structure exceed the area of the building footprint of the house residential/dwelling unit and no such structure may exceed 25% of the total area of the rear yard.

The proposed house is 1,920 square feet in size and the garage is proposed as 1,510. This may be permitted via a conditional use permit if the following review criteria are met:

- A. The use will not create an excessive burden on existing parks, schools, streets, and other public facilities and utilities which serve or are proposed to serve the area.
- B. The use will be sufficiently compatible with, or separated by distance or screening from, adjacent lands so that existing or future adjacent uses will not be depreciated in value, the use will not change the essential character of the neighborhood, and there will be no deterrence to development of vacant land.
- C. The structure and site shall have an appearance that will not have an adverse effect upon adjacent properties.
- D. The use, in the opinion of the Council, is reasonably related to the overall needs of the City and to the existing land use and will not endanger the public health, safety, morals, comfort, convenience, or general welfare of the neighborhood or the City.
- E. The use is consistent with the purposes of this Chapter and the purposes of the zoning district in which the applicant intends to locate the proposed use.
- F. The use is not in conflict with the Comprehensive Plan of the City.
- G. The use will not cause a traffic hazard or congestion.
- H. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.
- I. The use will not impair an adequate supply of light and air to adjacent property.

Additionally, the garage may not exceed the height of the house. This proposal appears to meet this standard.

#### **PLANNING COMMISSION RECOMMENDATION**

The Planning Commission reviewed the request and held a public hearing on July 6, 2023. Public comments were received from the following individuals:

- Shirley Mares (the applicant) – 10543 Platt Avenue NW, South Haven. Mares explained her request in more detail. She noted that the two outbuildings have been recently removed and the existing home would be demolished following the pending construction of her new home.
- Bruce Schwitalla – 460 Pintail Circle. Schwitalla did not note concerns with the proposal, however he was concerned with increased growth in the region and future (unplanned) development of the agricultural lot behind the proposed project location.

The Planning Commission unanimously recommended approval of the application as presented with the Exhibit Z conditions.

#### **STAFF RECOMMENDED ACTION**

Provided the applicant meet the conditions of approval, Staff would recommend approval of the requested comprehensive plan amendment, rezoning, minor subdivision, and conditional use permit.

#### **Attachments:**

- A. Draft Ordinance 406: Amending Zoning Map
- B. Draft Resolution 23-XX: Approving Comprehensive Plan Amendment
- C. Draft Resolution 23-XX: Approving Minor Subdivision
- D. Draft Resolution 23-XX: Approving Conditional Use Permit
- E. Aerial Image
- F. Applicant Narrative

- G. Certificate of Survey
- H. Elevations and Floorplans
- I. Comprehensive Plan Amendment Map
- J. City Engineer's Letter, Dated June 27, 2023
- Z. Conditions of Approval

**EXHIBIT Z**

1. The driveway location shall be approved by Wright County.
2. Driveway construction shall meet City standards.
3. Easements for Ash Street and perimeter drainage and utility shall be dedicated.
4. An easement for the county road right-of-way shall be dedicated.
5. Construction shall generally adhere to the plans submitted to the Planning Commission for review.
6. All comments from the City Engineer, City Staff, and Planning Commission shall be addressed.

**ORDINANCE NO. 406**  
**AN ORDINANCE AMENDING THE ANNANDALE ZONING MAP FROM AG,**  
**AGRICULTURAL DISTRICT TO R-1, ONE FAMILY RESIDENTIAL DISTRICT FOR**  
**PROPERTY AT 350 EXCELSIOR AVENUE**

**The Council of the City of Annandale, Minnesota does hereby ordain:**

**Section 1.** The City of Annandale received a request to change the zoning classification of the following legally described property:

The North 153.00 feet of the South 303.00 feet of the East 290.00 feet of the North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

**Section 2.** The City of Annandale hereby amends the zoning map for the above described property from AG, Agricultural to R-1, One Family Residential.

**Section 3.** The City of Annandale Zoning Administrator is hereby directed to make the appropriate changes to the official zoning map of the City of Annandale to reflect the change in zoning classifications as set forth above.

**Section 4.** A copy of this Ordinance and the updated map shall be kept on file at the Annandale City Hall.

**Section 5.** This Ordinance shall be effective upon its passage, publication, and recording of the minor subdivision in Resolution No. 23-XX.

Adopted by the Annandale City Council this 10<sup>th</sup> day of July 2023

ATTEST:

\_\_\_\_\_  
Shelly Jonas, Mayor

\_\_\_\_\_  
Kelly Hinnenkamp, City Administrator/Clerk

**CITY OF ANNANDALE  
RESOLUTION 23-XX**

**RESOLUTION APPROVING COMPREHENSIVE  
PLAN AMENDMENT AT 350 EXCELSIOR AVENUE  
SOUTH**

WHEREAS, the City of Annandale has received a request from Shirley Mares for comprehensive plan amendment at 350 Excelsior Avenue South; and

WHEREAS, the property in question is currently guided for a Multi-Family Residential Land Use in the Comprehensive Plan; and

WHEREAS, the property owner wishes to utilize the property for a Low Density Residential (“Residential”) single-family residential land use; and

WHEREAS, the Planning Commission held a duly-noticed public hearing on the application on July 6, 2023; and

WHEREAS, the City Council reviewed the request on July 10, 2023; and

WHEREAS, in the vicinity of the area there are a number of existing single family residential dwellings; and

WHEREAS, the City Council finds that this development pattern is appropriate for this specific area; and

NOW THEREFORE, BE IT RESOLVED by the City of Annandale that is hereby approved the comprehensive plan amendment as demonstrated on the attached map.

WHEREUPON, said resolution was declared duly passed and adopted this 10th day of July 2023.

---

Shelly Jonas, Mayor

Attested:

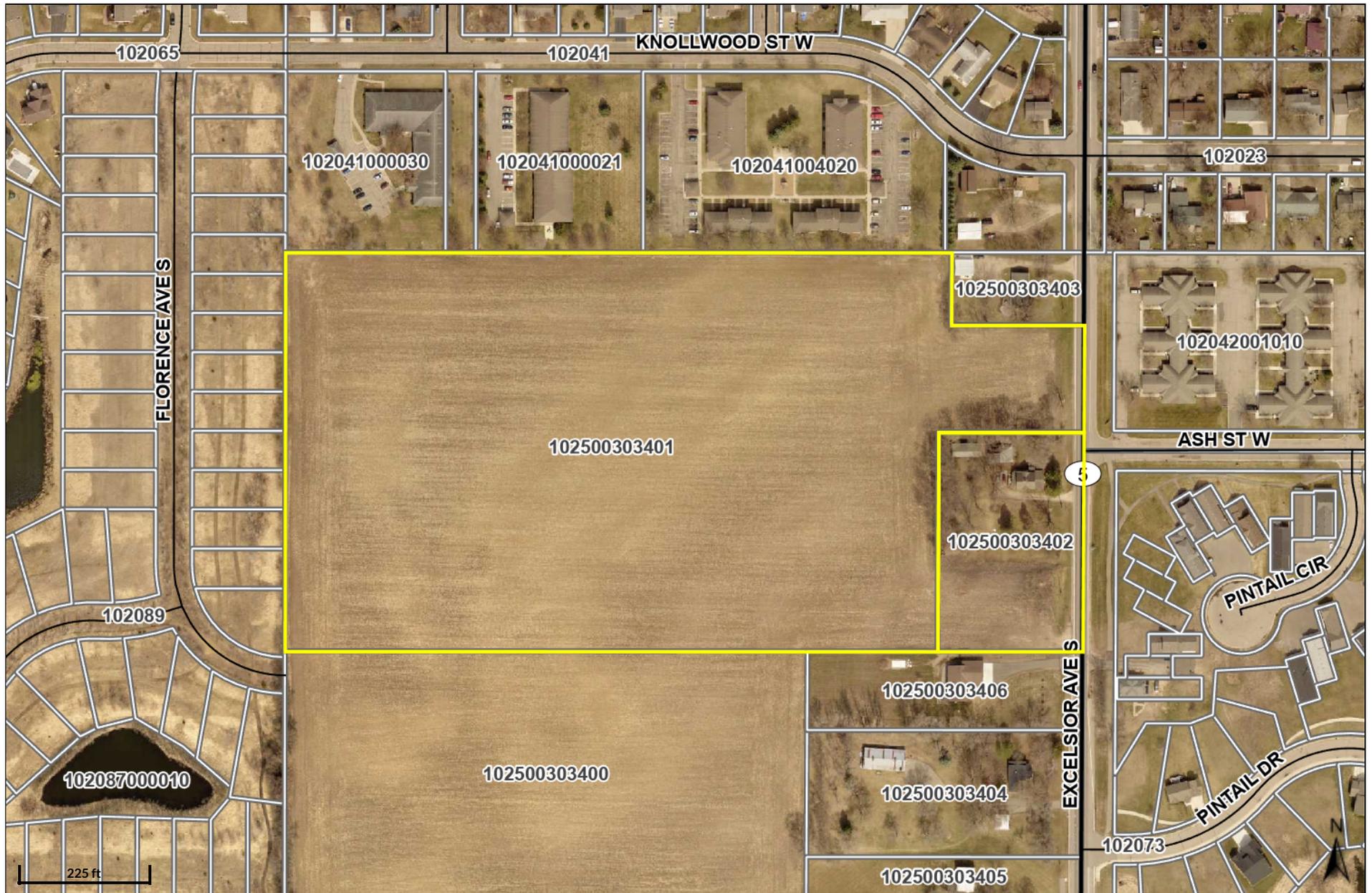
---

Kelly Hinnenkamp, City Administrator/Clerk

# Applicant: Shirley Mares | Request for Minor Subdivision, Comp Plan Amendment, Rezoning, & CUP

PIDs: 102500303402 & 102500303401

Created by: City of Annandale



## Description of Request

1. Minor subdivision to move the required city easement property (on north side) from 102500303402 to 102500303401
2. Minor subdivision to move the 150 feet from the south side of 102500303402 to 102500303401
3. Extend the 102500303402 50.52 feet on the west side (extending into 102500303401)
4. Rezone 102500303402 from Ag to R1
5. Conditional use permit to allow for garage of 1510 square feet
6. Seeking Comp Plan Amendment to move from multi-family to residential family

**Request:** Conditional use permit for attached garage larger than 1200 square feet

Requesting garage with 1510 square feet

Additional garage space is needed to allow for storage of residential personal property. The garage will not be used for commercial use. The lot is large enough to accommodate the garage and easily stay within the required setbacks. Creating a larger garage will fit the property better than building a separate detached second garage and will have the same architectural features as the house.

**Existing Property Description (Quit Claim Deed - Doc. No. A1456080):**

(PID: 102-500-303402)  
That part of the North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota, described as follows: Begin at the Southeast corner of said North Half of Southeast Quarter of Southwest Quarter; thence West along the South line of said North Half of Southeast Quarter of Southwest Quarter, 240 feet; thence North 363 feet; thence East 240 feet; thence South 363 feet to the point of beginning.

**Proposed Parcel A Description:**

The North 153.00 feet of the South 303.00 feet of the East 290.00 feet of the North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

Subject to any easements of record, if any.

**Proposed Parcel B Description:**

The North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

EXCEPT

The North 120.00 feet of the East 220.00 feet of The North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

ALSO EXCEPT

The North 153.00 feet of the South 303.00 feet of the East 290.00 feet of the North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

Subject to the proposed easement, and other easements of record, if any.

**REFERENCE BENCHMARK**

Spike in West face of Power pole 50% feet SW'ly of the SE corner of the subject property  
Elevation = 1071.02 feet (NAVD 88)

**PROJECT BENCHMARK**

Top of hub w/tack at most SE'ly building corner offset  
Elevation = 1067.46 feet (NAVD 88)

**PROPOSED ZONING**

Current Zoning = AG  
Proposed Zoning (Parcel A) = R-1

**PROPOSED HOUSE ELEVATIONS**

Top of Block (Slab) Elev = 1068.8  
Garage Floor Elev = 1068.5

**HOUSE TYPE**

Slab on Grade

**SETBACKS (R-1)**

30' Front  
20' Rear  
10' Side (Interior)  
20' Side (Corner Lot)

**Proposed Easement Description:**

The North 60.00 feet of the South 363.00 feet of the East 290.00 feet of the North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

**Existing Property Description (Quit Claim Deed - Doc. No. A1287425):**

(PID: 102-500-303401)  
The N 1/2 of SE 1/4 of SW 1/4, Section 30, Township 121, Range 27 except for the following 2 described parcels

Beginning at the Southeast Corner of the N 1/2 of SE 1/4 of SW 1/4; thence West along the South line of the said N 1/2 of SE 1/4 of SW 1/4, 240 feet; thence North 363 feet; thence East 240 feet; thence South 363 feet to the point of beginning, subject to roadway easements, restrictions and reservations of record. AND

The East 220 feet of the North 120 feet of the SE 1/4 of SW 1/4, Section 30, Township 121 North, Range 27 West, subject to the right of way of County Highway No. 5 over the East 33 feet thereof.

**Survey Notes:**

- This survey was performed without the benefit of a title report. No search for restrictions or easements was made by the surveyor.
- Portions of field edge were digitized from Autodesk Civil 3D 2020 online aerial imagery and are for reference purposes only.
- Bearings used for this survey are based on the Wright County Coordinate System (NAD83 86adj.). For the purpose of this survey the East line of the SE 1/4 of the SW 1/4 is assumed to bear North 0 degrees 17 minutes 43 seconds West.
- Reference 2015 survey for the City of Annandale by Bogart, Pederson and Associates, Inc.; File No. 15-0213.00.
- The existing structures within PID: 102-500-303402 are to be removed when the proposed home is planned for construction on the proposed Parcel A.
- Road right of way shown for reference purposes only. Actual width and location may vary.

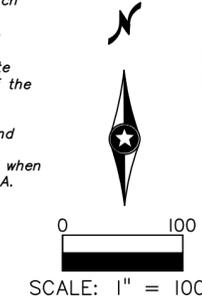
# Certificate of Survey

for  
**Shirley Mares**

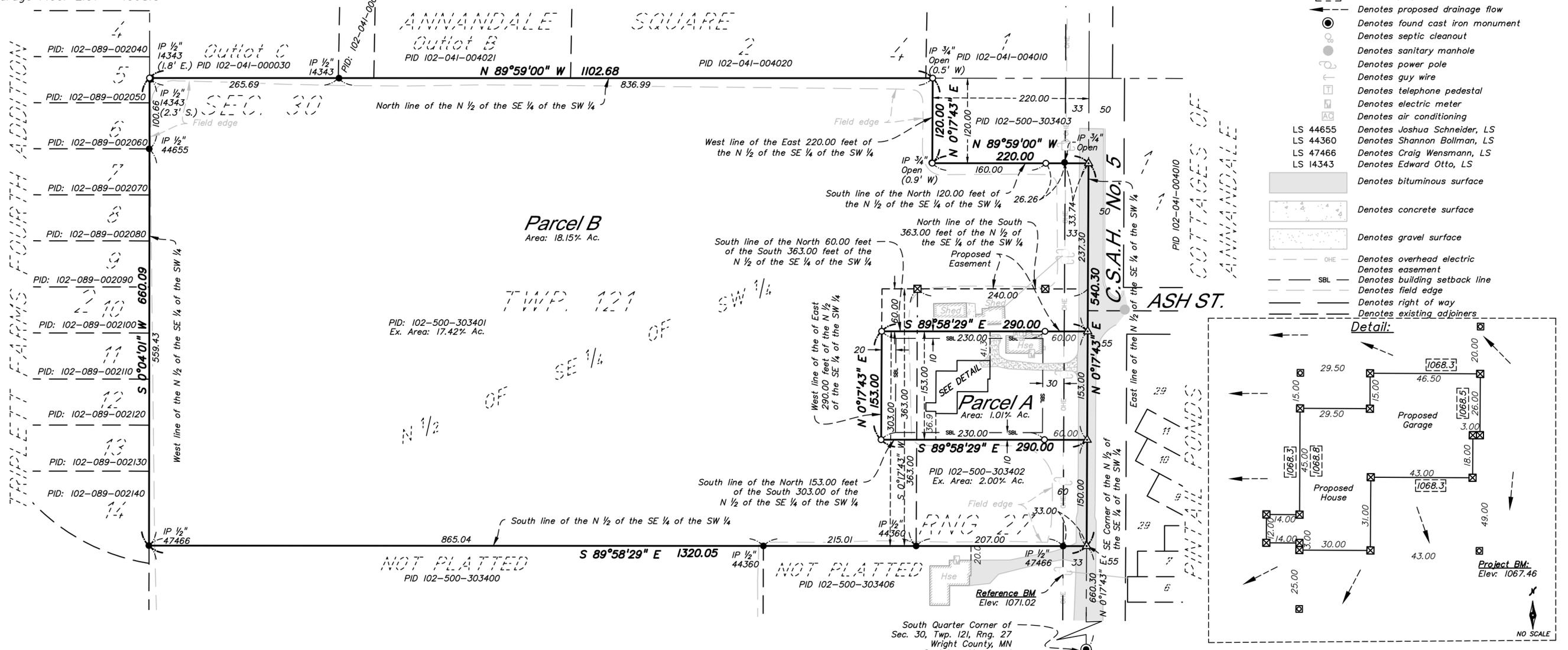
Part of Section 30, Township 121, Range 27  
City of Annandale, Wright County, Minnesota

**NO EXCAVATION OR CONSTRUCTION CAN BEGIN UNTIL THIS PLAN IS APPROVED BY THE LOCAL BUILDING INSPECTOR**

LOWEST FLOOR ELEVATION IS SUBJECT TO SOIL AND WATER TABLE CONDITIONS.  
PRIOR TO ANY EXCAVATION, EXCAVATOR MUST COMPARE SURVEY WITH HOUSE PLAN AND BUILDER TO VERIFY TYPE OF HOUSE, DIMENSIONS AND FINAL ELEVATION(S).



- LEGEND:**
- Denotes found iron monument
  - Denotes set iron monument
  - ⊠ Denotes set hub
  - ⊞ Denotes set lath
  - Denotes existing ground elevation
  - ⊠ Denotes proposed elevation
  - Denotes proposed drainage flow
  - Denotes found cast iron monument
  - Denotes septic cleanout
  - Denotes sanitary manhole
  - Denotes power pole
  - Denotes guy wire
  - Denotes telephone pedestal
  - Denotes electric meter
  - Denotes air conditioning
  - LS 44655 Denotes Joshua Schneider, LS
  - LS 44360 Denotes Shannon Bollman, LS
  - LS 47466 Denotes Craig Wensmann, LS
  - LS 14343 Denotes Edward Otto, LS
  - Denotes bituminous surface
  - Denotes concrete surface
  - Denotes gravel surface
  - OHE — Denotes overhead electric easement
  - SBL — Denotes building setback line
  - — Denotes field edge
  - — Denotes right of way
  - — Denotes existing adjoiners



SHEET NO.  
**1**  
OF SHEETS

**Shirley Mares**  
Part of Sec. 30, Twp. 121, Rng. 27  
350 Excelsior Ave. S, Annandale, MN 55302  
City of Annandale, Wright County, Minnesota

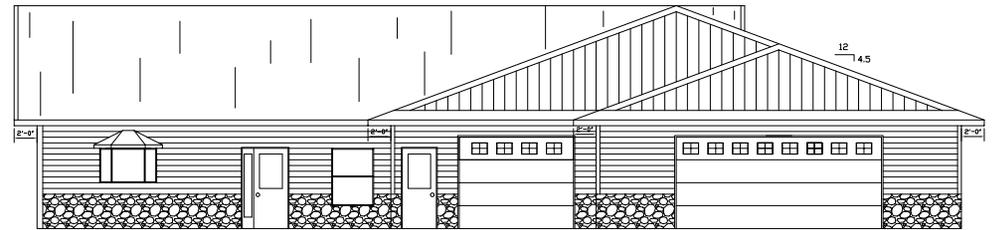
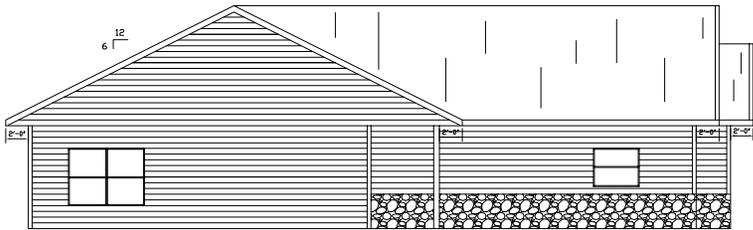
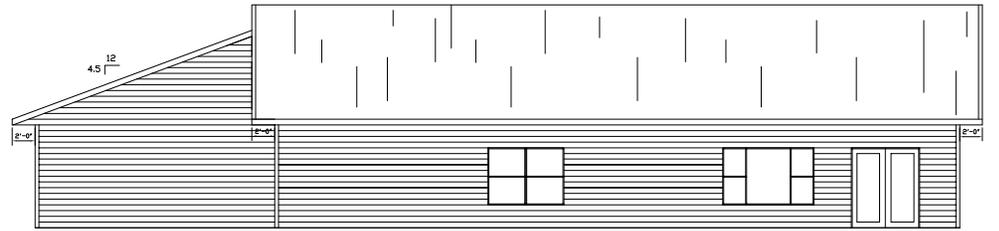
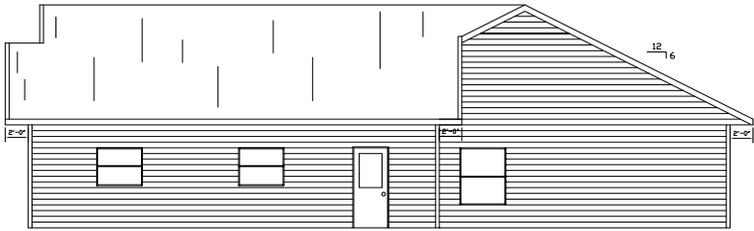
**Certificate of Survey**

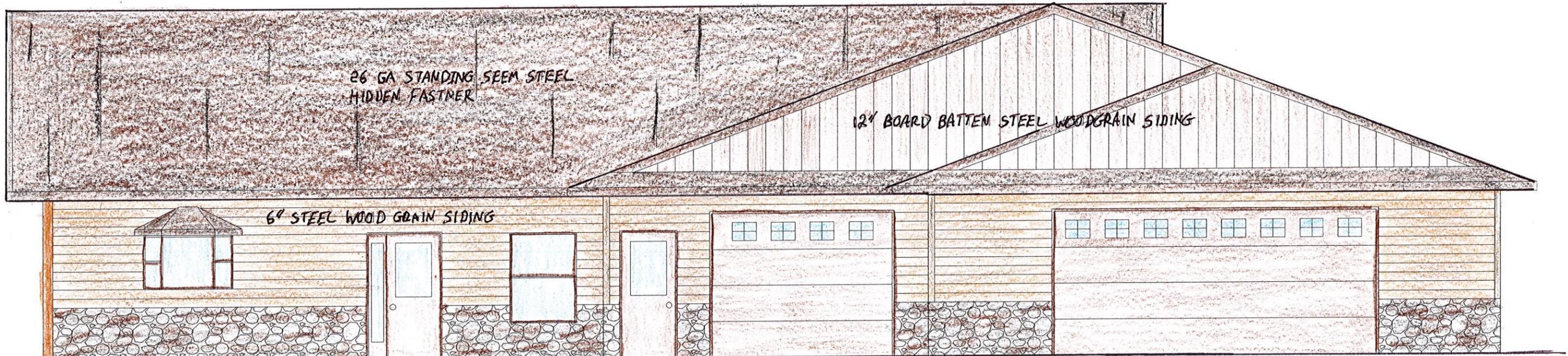
**BOGART, PEDERSON & ASSOCIATES, INC.**  
LAND SURVEYING  
CIVIL ENGINEERING  
MAPPING  
13076 FIRST STREET, BECKER, MN 55308-9322  
TEL: 763-262-8822 FAX: 763-262-8844

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Signed: *Craig Wensmann*  
Craig A. Wensmann  
Date: 6/6/23 Lic. No. 47466

DATE:	5/24/23	REV NO.		DESCRIPTION
DESIGN BY:				
DRAWN BY:	CK			
CHECKED BY:	CEG/CAW			
DWG FILE:	23-0187COS			
FILE NO.:	23-0187.00			



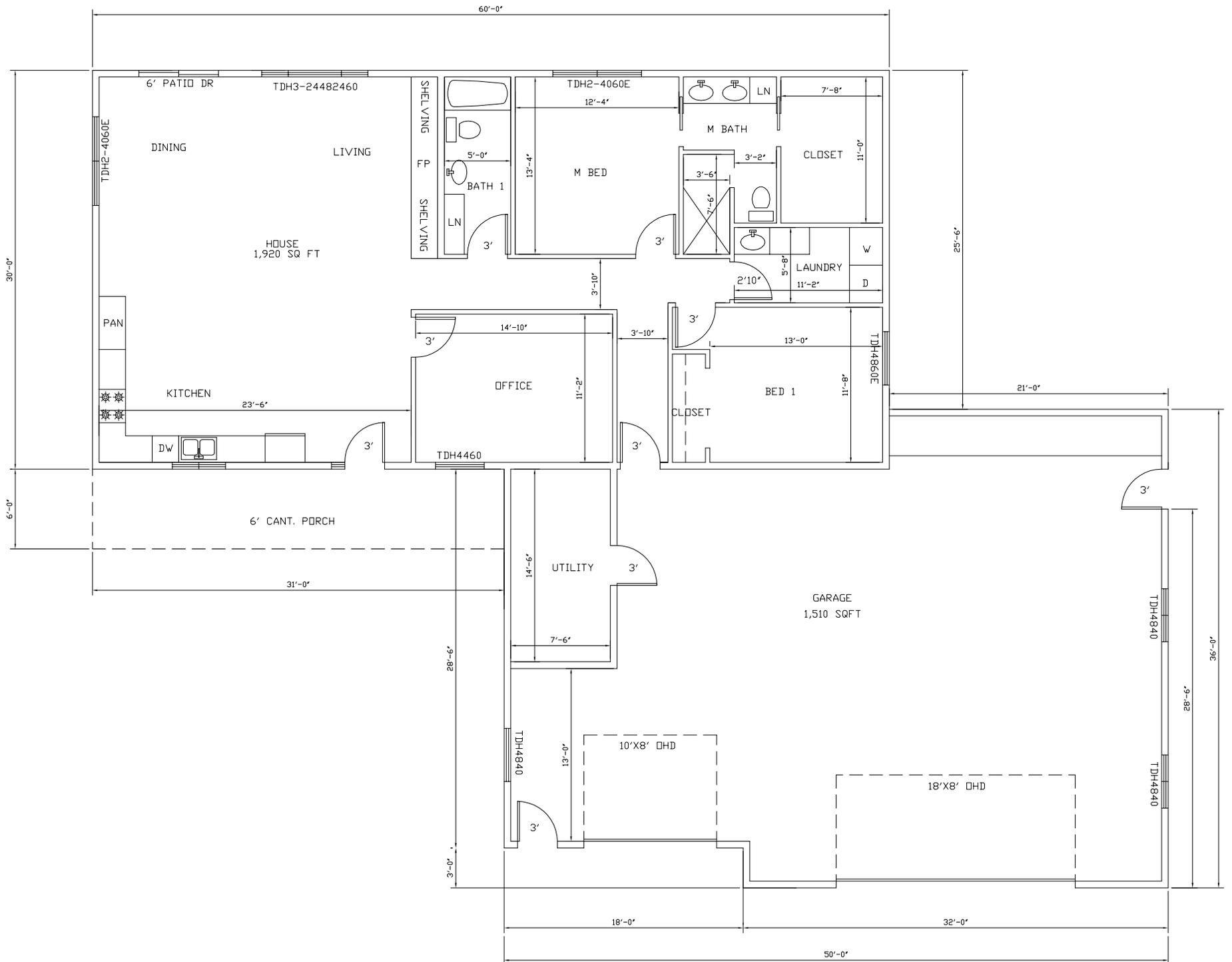


26 GA STANDING SEEM STEEL  
HIDDEN FASTNER

12" BOARD BATTEN STEEL WOODGRAIN SIDING

6" STEEL WOOD GRAIN SIDING

CULTURED STONE WAINSCOT



60'-0"

6' PATIO DR TDH3-24482460

DINING LIVING

HOUSE  
1,920 SQ FT

PAN

KITCHEN

DW

TDH2-4060E

SHELVING  
LN  
SHELVING

BATH 1

LN

TDH2-4060E

M BED

M BATH

CLOSET

LAUNDRY

BED 1

TDH4860E

CLOSET

OFFICE

TDH2-4060E

PAN

DW

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

TDH4860E

6' CANT. PORCH

UTILITY

GARAGE  
1,510 SQFT

10'x8' OHD

18'x8' OHD

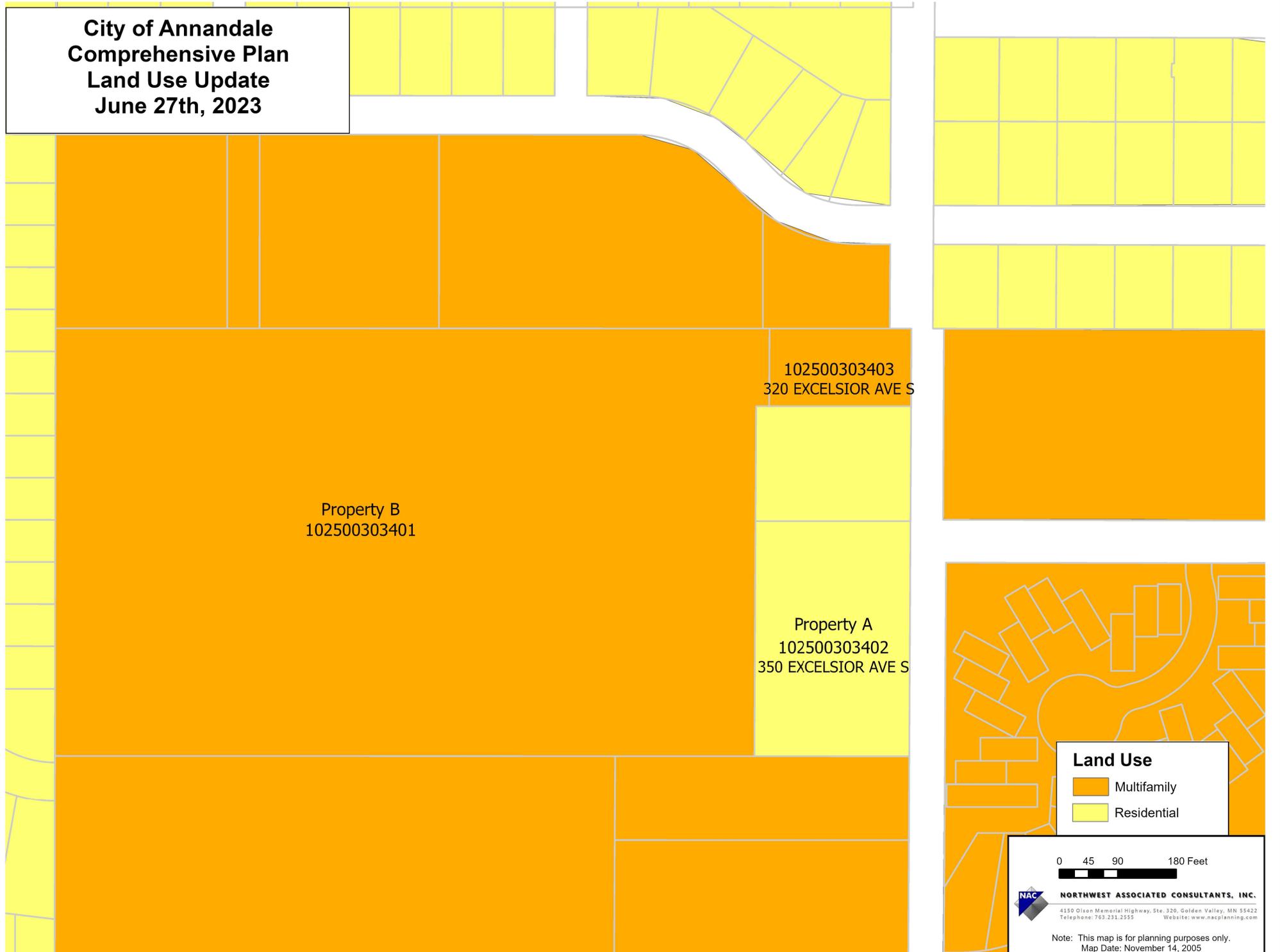
TDH2-4060E

TDH2-4060E

TDH4860E

TDH4460

**City of Annandale  
Comprehensive Plan  
Land Use Update  
June 27th, 2023**



**Land Use**

-  Multifamily
-  Residential

0 45 90 180 Feet



**NORTHWEST ASSOCIATED CONSULTANTS, INC.**

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422  
Telephone: 763.231.2555 Website: www.nacplanning.com

Note: This map is for planning purposes only.  
Map Date: November 14, 2005



**BOLTON  
& MENK**

Real People. Real Solutions.

2040 Highway 12 East  
Willmar, MN 56201-5818

Ph: (320) 231-3956  
Fax: (320) 231-9710  
Bolton-Menk.com

June 27, 2023

Jacob Thunander, Community Development Director  
City of Annandale

via e-mail: [jthunander@annandale.mn.us](mailto:jthunander@annandale.mn.us)

RE: Mares Minor Subdivision CUP  
City of Annandale, Minnesota  
Project No.: 0W1.129664

Dear Jacob,

We have reviewed the Certificate of Survey dated 6/6/2023 submitted for the above referenced project and have the following comments:

1. Easement documents shall be prepared and recorded for the 60-foot easement located north of Parcel A.
2. The applicant shall coordinate all utility service improvements with the City Engineer and Public Works Director prior to a building permit being issued for the property.

We recommend that the application be approved contingent on the above referenced comments and comments as provided by other city staff, Planning Commission and Council.

If you have any questions on the above, please call.

Sincerely,

**Bolton & Menk, Inc.**

**Jared Voge, P.E.**  
Principal Engineer

**PERPETUAL DRAINAGE AND UTILITY EASEMENT**

This Easement Agreement is by and between Shirley C. Mares, a single adult, Grantor, in consideration of the sum of One and No/100 Dollars (\$1.00), and the City of Annandale, a Minnesota municipal corporation, Grantee.

That for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor does hereby grant and convey to the Grantee and its successors and assigns, a perpetual easement for drainage and utility purposes, together with the unrestricted right to improve the same, within the following described easement area in the County of Wright, State of Minnesota:

See attached Exhibit A

The easement is for the benefit of the City of Annandale, Minnesota, the public and its successors and assigns and it is expressly intended that all rights, title, and privileges herein declared shall run with the land and shall be binding upon the Grantor, its successors, assigns, and legal representatives.

IN WITNESS WHEREOF, the parties have hereunto executed this document the day and year first above written.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023.

GRANTOR:

\_\_\_\_\_  
Shirley C. Mares, a single adult

STATE OF MINNESOTA    )  
  ) SS.  
COUNTY OF WRIGHT    )

The foregoing was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2023, by Shirely C. Mares, a single adult.

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

GRANTEE:

CITY OF ANNANDALE

By \_\_\_\_\_  
Shelly Jonas, Mayor

By \_\_\_\_\_  
Kelly Hinnenkamp, City Administrator

STATE OF MINNESOTA    )  
  ) SS.  
COUNTY OF WRIGHT    )

The foregoing was acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2023 by Shelly Jonas and Kelly Hinnenkamp, the Mayor and City Administrator, respectively, of the City of Annandale, a Minnesota municipal corporation, on behalf of said municipal corporation.

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

THIS DOCUMENT DRAFTED BY:  
Susan M. Dege- 0290385  
Jovanovich, Dege & Athmann, PA  
1010 W. St. Germain, Suite 420  
St. Cloud, MN 56301  
Telephone: (320) 230-0203

## EXHIBIT A

A 10.00 foot wide drainage and utility easement over under and across the following described property lying 10.00 feet south of the north line of the South 303.00 feet, lying 10.00 feet east of the west line of the East 290.00 feet, lying 10.00 feet north of the south line of the North 153.00 feet of the South 303.00 feet, and lying 10.00 feet west of the west line of the East 55.00 feet, all of the North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

---

**PERPETUAL RIGHT OF WAY EASEMENT**

This Agreement is made this \_\_\_\_ day of \_\_\_\_\_, 2023, by and between Shirley C. Mares, a single adult/LSR Real Estate, LLC, a Minnesota limited liability company, Grantor, and the City of Annandale, a Minnesota municipal corporation, Grantee.

That for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Grantor does hereby grant and convey to the Grantee and its successors and assigns, a perpetual right of way easement over, through and across property situated in the County of Wright, State of Minnesota, described as follows:

See Exhibit A attached hereto and incorporated herein.

The easement is for the benefit of the City of Annandale, Minnesota, the public and its successors and assigns and it is expressly intended that all rights, title, and privileges herein declared shall run with the land and shall be binding upon the Grantor, its successors, assigns, and legal representatives.

IN WITNESS WHEREOF, the parties have hereunto executed this document the day and year first above written.

**GRANTOR**

By \_\_\_\_\_  
Shirley C. Mares, a single adult/LSR Real Estate,  
LLC, a Minnesota limited liability company,



EXHIBIT A  
LEGAL DESCRIPTION

The North 60.00 feet of the South 363.00 feet of the East 290.00 feet of the North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

**CITY OF ANNANDALE  
RESOLUTION 23-XX**

**RESOLUTION APPROVING A CONDITIONAL USE  
PERMIT FOR A DETACHED GARAGE AT 350  
EXCELSIOR AVENUE SOUTH**

WHEREAS, the City of Annandale has received a land use application request from Shirley Mares (the “Applicant”) for a conditional use permit to allow for the construction of a garage exceeding the maximum size standard at 350 Excelsior Avenue South; and

WHEREAS, the Annandale Zoning Ordinance Section 150.48 permits garages up to 1,200 square feet in size with an allowance to exceed this size when in receipt of a conditional use permit and not exceeding the footprint of the house; and

WHEREAS, the Applicant is seeking a garage that exceeds the 1,200 maximum square foot size; and

WHEREAS, the Applicant is proposing a house that has a foundation footprint of approximately 1,900 square feet and an attached garage of about 1,500 square feet; and

WHEREAS, the garage will be meeting all other standards in the zoning ordinance; and

WHEREAS, the Planning Commission held a duly-noticed public hearing on the application on July 6, 2023; and

WHEREAS, the City Council reviewed the request on July 10, 2023; and

WHEREAS, the City Council by this Resolution desires to set forth its findings and ruling with respect to the application; and

NOW THEREFORE, BE IT RESOLVED by the City of Annandale that it hereby makes the following findings of fact on the requested conditional use permit for garage area exceeding 1,200 square feet:

1. The use will not create an excessive burden on existing parks, schools, streets, and other public facilities and utilities which serve or are proposed to serve the area.
2. The use will be sufficiently compatible with, or separated by distance or screening from, adjacent lands so that existing or future adjacent uses will not be depreciated in value, the use will not change the essential character of the neighborhood, and there will be no deterrence to development of vacant land.
3. The structure and site shall have an appearance that will not have an adverse effect upon adjacent properties.
4. The use, in the opinion of the Council, is reasonably related to the overall needs of the City and to the existing land use and will not endanger the public health, safety, morals, comfort, convenience, or general welfare of the neighborhood or the City.
5. The use is consistent with the purposes of this Chapter and the purposes of the

- zoning district in which the applicant intends to locate the proposed use.
6. The use is not in conflict with the Comprehensive Plan of the City.
  7. The use will not cause a traffic hazard or congestion.
  8. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.
  9. The use will not impair an adequate supply of light and air to adjacent property.
  10. The use is not out of character with the vicinity.

BE IT FURTHER RESOLVED that the City Council approves the request with the following conditions:

1. Construction shall generally adhere to the plans submitted to the Planning Commission for review.
2. All comments from the City Engineer, City Staff, and Planning Commission shall be addressed.

WHEREUPON, said resolution was declared duly passed and adopted this 10th day of July 2023.

---

Shelly Jonas, Mayor

Attested:

---

Kelly Hinnenkamp, City Administrator/Clerk

**CITY OF ANNANDALE  
RESOLUTION 23-XX**

**RESOLUTION APPROVING A MINOR  
SUBDIVISION AT 350 EXCELSIOR AVENUE SOUTH**

WHEREAS, the City of Annandale has received a request from Shirley Mares (the “Applicant”) for a minor subdivision to allow for a lot line rearrangement at 350 Excelsior Avenue South; and

WHEREAS, the properties in question are zoned AG, Agriculture; and

WHEREAS, the Applicant owns a property of about 2 acres at 350 Excelsior Avenue South (“Parcel A”), which is legally described as:

That part of the North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota, described as follows: Begin at the Southeast corner of said North Half of Southeast Quarter of Southwest Quarter; thence West along the South line of said North Half of Southeast Quarter of Southwest Quarter, 240 feet; thence North 363 feet; thence East 240 feet; thence South 363 feet to the point of beginning,

WHEREAS, the Applicant also owns a property to the west of the above property (“Parcel B”) of about 17.4 acres which is legally described as:

The North half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27 except for the following two described parcels 12 of SE of SW , Section 30, Township 121, Range 27 except for the following 2 described parcels:

Beginning at the Southwest Corner of the North Half of the Southeast Quarter of the Southwest Quarter; thence West along the South line of the said North Half of the Southeast Quarter of the Southwest Quarter 240 feet; thence South 363 feet to the point of beginning, subject to roadway easements, restrictions and reservations of record.

AND The East 220 feet of the North 120 feet of the Southeast Quarter of the Southwest Quarter, Section 30, Township 121 North, Range 27 West, subject to the right of way of County Highway No. 5 over the East 33 feet thereof.

WHEREAS, the Applicant is seeking to relocate the property boundaries of Parcel A to make the lot about 1 acre in size with a legal description of:

The North 153.00 feet of the South 303.00 feet of the East 290.00 feet of the North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

WHEREAS, the Parcel B will be increased in size to be about 18 acres and is proposed to be legally described as:

The North Half of the Southeast Quarter of the Southwest Quarter of Section 30,

Township 121, Range 27, Wright County, Minnesota.

EXCEPT

The North 120.00 feet of the East 220.00 feet of The North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

ALSO EXCEPT

The North 153.00 feet of the South 303.00 feet of the East 290.00 feet of the North Half of the Southeast Quarter of the Southwest Quarter of Section 30, Township 121, Range 27, Wright County, Minnesota.

WHEREAS, the Planning Commission held a duly-noticed public hearing on the application on July 6, 2023; and

WHEREAS, the City Council reviewed the request on July 10, 2023; and

WHEREAS, the City Council by this Resolution desires to set forth its findings and ruling with respect to the application; and

WHEREAS, the Applicant is seeking a Comprehensive Plan Amendment and Rezoning for Parcel A which will guide the property as a Residential Land Use and zone the property R-1, One Family Residential; and

NOW THEREFORE, BE IT RESOLVED by the City of Annandale that it hereby approves the minor subdivision with the following conditions:

1. The driveway location shall be approved by Wright County.
2. Driveway construction shall meet City standards.
3. Easements for Ash Street and perimeter drainage and utility shall be dedicated.
4. An easement for the county road right-of-way shall be dedicated.
5. Construction shall generally adhere to the plans submitted to the Planning Commission for review.
6. The rezoning in Ordinance No. 406 shall be placed into effect upon the recording of the minor subdivision.
7. All comments from the City Engineer, City Staff, and Planning Commission shall be addressed.

WHEREUPON, said resolution was declared duly passed and adopted this 10th day of July 2023.

---

Shelly Jonas, Mayor

Attested:

---

Kelly Hinnenkamp, City Administrator/Clerk

Attached: Minor Subdivision Survey