



**CITY OF ANNANDALE  
COUNCIL MEETING AGENDA**

Meeting #15  
Regular Meeting  
City Council Chambers

September 11, 2023  
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/81779296307?pwd=TEpDTTRpOVJNL2IrZUgwUktyeExiUT09>

Or Telephone:

Webinar ID: 817 7929 6307

Passcode: 519384

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1. **CALL TO ORDER/ROLL CALL/ADOPT AGENDA**
2. **APPROVAL OF MINUTES**
3. **VISITOR'S**
  - A. Comprehensive/Liability Insurance Renewal- Greg Roth
4. **PUBLIC HEARING**
5. **OPEN FORUM- NONE**
6. **CONSENT AGENDA**
  - A. Approve Auditing Claims
  - B. Approve Departments Reports
  - C. Approve Special Events
  - D. Approve Appointment of Fire Fighter
  - E. Approve St. Ignatius Lawful Gambling Application/Temp Liquor License
  - F. Approve Public Hearing Dates- Assessments
  - G. Approve Pay Applications- REMOVED
  - H. Approve Resolution Approving CUP and Site Plan- Bronder
  - I. Approve Resolution Accepting Donations
7. **REMOVED CONSENT ITEMS**

(See Reverse Side for Additional Agenda Items)

**8. UNFINISHED BUSINESS-**

A. [Request from Rachel Development](#)

**9. NEW BUSINESS**

A. [Ordinance Regulating Cannabis Sales](#)

B. [Resolution Approving Preliminary Levy and Calling TNT Hearing](#)

C. [Controlled Burn- St. John's Parsonage](#)

**10. MAYOR/COUNCIL REPORTS**

**11. ADJOURNMENT**

**MINUTES**  
**ANNANDALE CITY COUNCIL**  
**August 13, 2023**

**CALL TO ORDER/ROLL CALL:** The City Council of Annandale, Minnesota met for a regular meeting on August 13, 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, Public Works Director Joe Haller, Assistant City Engineer Nick Peterson, members of the public and the Annandale Advocate.

**SET AGENDA:** The following items were added to the agenda: Purchase of Easement to New Business Items G. A motion was made by Czycalla and seconded by Honsey to approve the agenda as amended. The motion carried unanimously.

All motions are approved unanimously unless otherwise noted.

**MINUTES:** A motion was made by Honsey and seconded by Czycalla to approve the minutes from June 16, 2023, June 25, 2023, July 10, 2023, July 25, 2023, July 31, 2023.

**VISITORS:**

**Coalition of Greater MN Cities-** Darrin Lee with CGMC provided an update to Council.

**Improvement Club-** Uplighting Project- Judy Gay with Annandale Improvement Club presented a request to allow the Improvement Club to install lights on city properties downtown. The locations included Clock Tower Park, City Hall, Library and the gardens in front of 20 Cedar Street. A motion was made by Wuollet and seconded by Honsey to approve the proposal as requested.

**Downtown Committee- Clock Tower Park Christmas Tree-** Hinnenkamp presented the proposal from the Downtown Committee of the chamber to purchase a lighted tree for Clock Tower Park. The City's contribution would be approximately \$500. A motion was made by Grundy and seconded by Czycalla to approve the purchase as requested.

**Eagle Scout Projects-**

- a. Jayden Perowitz presented his project of the ADA swing at the Municipal Park. A motion was made by Czycalla and seconded by Wuollet to approve the project contingent upon Joe approving location.
- b. Cody Sneller presented his project of an archery range. A motion was made by Honsey and seconded by Grundy to approve the project as presented.
- c. Bryce Sneller presented his project to construct a roof for the dugouts at the Municipal Park ball field. A motion was made by Wuollet and seconded by Honsey to approve as presented.

**PUBLIC HEARINGS: NONE**

**OPEN FORUM: NONE**

## **CONSENT AGENDA:**

Council removed item J from Consent. A motion was made by Czycalla and seconded by Honsey, to approve the Consent Agenda as presented.

- A. Approve Auditing Claims
- B. Approve Departments Reports
- C. Approve Employment Anniversaries
- D. Approve Pay Estimates
- E. Amend Resolution Approving Interfund Loan
- F. Approve Sale of Bobcat
- G. Approve Resignation Fire Fighter Walker Suchy
- H. Approve Resolution 23-44 and 23-45 Authorizing Sale
- I. Approve Extension of Final Plat Recording- Willows of Annandale
- ~~J. Review Concept Plan for Apartment Project- Bruggemann~~

## **REMOVED CONSENT ITEMS:**

- J. Review Concept Plan for Apartment Project- Bruggemann- Council reviewed the concept plan. The Council felt there needed to be the Ash Street connection. Overall there were no concerns with the project. A motion was made by Honsey and seconded by Wuollet to approve the concept as presented.

## **UNFINISHED BUSINESS: NONE**

## **NEW BUSINESS:**

**Request from Rachel Development** - Developer Paul Robinson presented his request to waive fees related to oversizing of infrastructure. A motion as made by Czycalla and seconded by Wuollet to credit \$27,900 towards the proposed assessment and to direct staff to review the additional cost related to the depth.

**Ordinance 408 Regulating Use of Cannabis Products-** Council reviewed the proposed ordinance. A motion was made by Jonas and seconded by Honsey to adopt Ordinance 408 as presented. Council heard from Andy Frei who spoke representing Best Buds of Annandale. They are interested in working with the City to provide sales of Cannabis products.

**Authorizing Plans and Specifications for Pickle Ball Courts-** A motion was made by Czycalla and seconded by Wuollet to authorize the Plans and Specifications for the Pickle Ball Courts.

**Resolution 23-46 Authorizing Engineering Report for Highland/Brown Improvement-** A motion was made by Wuollet and seconded by Czycalla Approving Resolution Authorizing Engineering Report for Highland/Brown Improvement. ROLL CALL: Ayes: Honsey, Czycalla, Wuollet, Grundy, Jonas. Nays: None. Absent: None. Abstain: None. Resolution 23-46 adopted on a 5-aye, 0-nay, 0-absent, 0-abstain vote.

**Discuss Grant Amendment to SCDP-** A motion was made by Grundy and seconded by Honesy to approve the Grant Amendment to SCDP as presented.

**Reschedule October Meeting-** A motion was made by Wuollet and seconded by Czycalla to reschedule October meting to October 2, 2023.

**Easement at City Hall Square-** Hinnenkamp presented the easement granted by H&E Ventures for a public easement over the parking areas privately owned in City Hall square parking lot. A motion was made by Czycalla and seconded by Honsey to approve the proposal as presented.

**MAYOR/COUNCIL REPORTS: NONE**

**ADJOURNMENT:**

Moved by Honsey and seconded by Wuollet to adjourn. The meeting was adjourned at 9:03pm

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Shelly Jonas, Mayor

ATTEST:

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Kelly Hinnenkamp, City Administrator

**MINUTES**  
**ANNANDALE CITY COUNCIL**  
**September 1, 2023**

**CALL TO ORDER/ROLL CALL:** The City Council of Annandale, Minnesota met for a special meeting on September 1, 2023 at 11:00 am at the Annandale Council Chambers. Mayor Jonas called the meeting to order at 11:00 am.

City Council Present: Czycalla via Zoom, Honsey, Grundy and Jonas. City Council members absent: Wuollet Also, present were Administrator Hinnenkamp, Police Chief Standafer and Tom Westman from the Annandale Advocate.

All motions are approved unanimously by roll call unless otherwise noted.

**NEW BUSINESS**

**Ordinance 409 Amending Permitted Uses in the C-2 District- THC-** Council reviewed the recommendation by the Planning Commission to adopt standards requiring setback from Schools, Daycares, Parks and Treatment Facilities. A motion was made by Honsey and seconded by Grundy to adopt Ordinance 409 as presented.

**Relocation Agreement- Criner-** A motion as made by Grundy and seconded by Honsey to approve the relocation agreement with Brandon Criner residing at 74 Oak Ave North.

**ADJOURNMENT:**

Motion was made by Honsey and seconded by Grundy to adjourn the meeting. The meeting was adjourned.

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Shelly Jonas, Mayor

ATTEST:

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Kelly Hinnenkamp, City Administrator



# City Council Agenda

September 11, 2023

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

**Agenda No.** 4A  
**Agenda Item:** Insurance Renewal

## Core Strategy:

- |   |   |
|---|---|
| <input type="checkbox"/> Inspire Community Engagement       | <input checked="" 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: Compliance                          |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails |   |
- 

## Background

Attached is the renewal quote for the City Comprehensive, Liability and Workers Comp Insurance. Insurance agent Greg Roth will be present at the meeting for questions.

## Recommended Action

Motion to approve as presented

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## Attachments:

Renewal

Here's a line by line comparison from last year.

	2022-2023	2023-2024
Property	32,626	41,553
Mobile Property	2,159	2,671
Municipal Liability	25,671	25,528
No Fault Sewer	1,494	1,732
Auto Liability	3,986	4,021
Auto Physical damage	5,582	6,848
Bond	492	500
Equipment Breakdown	2,628	2,988
Excess Liability	7,708	8,105
First Party Cyber	1,941	1,941
<b>TOTAL</b>	<b>\$84,286</b>	<b>\$95,887</b>

*workers comp*

69,746

77,811

154,032

173,698

Property TIV is \$21,807,051 vs \$19,182,586 expiring.

Mobile property:

Scheduled: \$0 TIV

Unscheduled: \$1,198,007 TIV

You'll find links to the rate and coverage change memos below.

If you want me to provide add'l details in any area, let me know.

[2022-23 Premium Rates](#)

[2022-23 Coverage Changes](#)



August 30, 2023

North Risk Partners LLC

Covered Party: City of Annandale

Effective Date: 9/30/2023

**RENEWAL PREMIUM SUMMARY**

**Common Coverages**

Coverage	Limit	Deductible	Premium
• Property		\$ 2,500.	\$41,553.
• Mobile Property		2,500.	2,671.
• First Party Cyber	250,000	500.	1,941.
• Municipal Liability		2,500.	25,528.
• Automobile Liability		2,500.	4,021.
• UM/UIM \$200,000 all owned autos		2,500.	Included.
• Basic Economic Loss Benefits (PIP) all owned autos		2,500.	Included.
• Automobile Physical Damage		2,500.	6,848.
• Crime	250,000	500.	Included.
• Petrofund		NA.	Included.
• Defense Cost Reimbursement		NA.	Included.

Auto Experience Mod: 1.05  
 Municipal Liability Experience Mod: 0.930

The modifiers are calculated with a formula which compares the city's actual loss history with the amount of losses that would be expected for a city of that size if the city were a perfectly average LMCIT member. If the city's losses and expenses are better than average the city receives a premium credit. If the city's losses and expenses are worse than average, the city receives a premium debit.

**Optional Coverages**

Coverage	Limit	Deductible	Premium
• Bond	\$ 350,000.	2,500.	500.
• Equipment Breakdown		2,500.	2,988.
• Excess Liability	\$ 1,000,000.	NA.	8,105.
• Liquor Liability	\$	NA.	Not Covered.
• Fireworks			Not Covered.
• No Fault Sewer Back Up Limit:	\$ 10,000.	2,500.	1,732.
• Airport Liability			Not Covered.
<b>TOTAL:</b>			<b>\$95,887.</b>

**DO NOT PAY UNTIL YOU RECEIVE INVOICES**

**TORT LIMIT: \$500,000/\$1,500,000**

LEAGUE OF MINNESOTA CITIES  
 INSURANCE TRUST

145 UNIVERSITY AVE. WEST    PHONE: (651) 281-1200    FAX: (651) 281-1298  
 ST. PAUL, MN 55103-2044    TOLL FREE: (800) 925-1122    WEB: WWW.LMC.ORG

<b>Coverage</b>	<b>Optional Coverage Quotes Deductible</b>	<b>Approximate Premium</b>
Excess - \$2 Million Limit		\$11,698.
Excess - \$3 Million Limit		\$13,511.
Excess - \$4 Million Limit		\$14,711.
Large Deductible	5,000	\$90,632.

**Optional coverage(s) are not bound unless the covered party has requested that coverage be bound and LMCIT has sent a written confirmation. Optional coverage quotes are valid for 30 days after the date of this letter.**

Sincerely,

Underwriter

Annandale, City of  
 CMC 1004048-7  
 Premium: \$87,782

	Coverage	Actual Exposure	Limit	Deductible	Premium
Auto	Liability		500,000/1,500,000	2,500	\$3,950.00
	Physical Damage			2,500	\$6,848.00
	Hired & Non-Owned		500,000/1,500,000		\$71.00
	<b>Total for Auto</b>				<b>\$10,869.00</b>
VEHICLE 1 - 1990 GMC FIRE TRUCK {0753}	Liability			2,500	\$46.00
	Physical Damage			2,500	\$152.00
	<b>Total for VEHICLE 1 - 1990 GMC FIRE TRUCK {0753}</b>				<b>\$198.00</b>
VEHICLE 2 - 1997 PIERCE SABER PUMPER {0326}	Liability			2,500	\$46.00
	Physical Damage			2,500	\$240.00
	<b>Total for VEHICLE 2 - 1997 PIERCE SABER PUMPER {0326}</b>				<b>\$286.00</b>
VEHICLE 3 - 2008 CHEV SILVERADO {8237}	Liability			2,500	\$117.00
	Physical Damage			2,500	\$59.00
	<b>Total for VEHICLE 3 - 2008 CHEV SILVERADO {8237}</b>				<b>\$176.00</b>
VEHICLE 4 - 2005 HOMEMADE TRAILER {0296}	Physical Damage			2,500	\$11.00
	<b>Total for VEHICLE 4 - 2005 HOMEMADE TRAILER {0296}</b>				<b>\$11.00</b>
VEHICLE 5 - 2006 FORD F350 PICKUP {3642}	Liability			2,500	\$46.00
	Physical Damage			2,500	\$145.00
	<b>Total for VEHICLE 5 - 2006 FORD F350 PICKUP {3642}</b>				<b>\$191.00</b>
VEHICLE 6 - 2010 APPARATUS PUMPER {2233}	Liability			2,500	\$46.00
	Physical Damage			2,500	\$254.00
	<b>Total for VEHICLE 6 - 2010 APPARATUS PUMPER {2233}</b>				<b>\$300.00</b>
VEHICLE 7 - 2011 INT'L PLOW {7350}	Liability			2,500	\$301.00
	Physical Damage			2,500	\$190.00
	<b>Total for VEHICLE 7 - 2011 INT'L PLOW {7350}</b>				<b>\$491.00</b>
VEHICLE 8 - 2012 FORD F-550 {5205}	Liability			2,500	\$117.00
	Physical Damage			2,500	\$133.00
	<b>Total for VEHICLE 8 - 2012 FORD F-550 {5205}</b>				<b>\$250.00</b>
VEHICLE 9 - 2014 FORD F250 {1030}	Liability			2,500	\$117.00
	Physical Damage			2,500	\$163.00
	<b>Total for VEHICLE 9 - 2014 FORD F250 {1030}</b>				<b>\$280.00</b>
VEHICLE 10 - 2014 FELLING TRAILER {3300}	Physical Damage			2,500	\$11.00
	<b>Total for VEHICLE 10 - 2014 FELLING TRAILER {3300}</b>				<b>\$11.00</b>
VEHICLE 11 - 2013 FELLING TRAILER {TBD}	Physical Damage			2,500	\$11.00
	<b>Total for VEHICLE 11 - 2013 FELLING TRAILER {TBD}</b>				<b>\$11.00</b>
VEHICLE 12 - 2016 IHC PLOW TRUCK {4592}	Liability			2,500	\$301.00
	Physical Damage			2,500	\$240.00
	<b>Total for VEHICLE 12 - 2016 IHC PLOW TRUCK {4592}</b>				<b>\$541.00</b>
VEHICLE 13 - 2016 FORD PICK UP {0271}					

Liability	2,500	\$117.00
Physical Damage	2,500	\$183.00
Total for VEHICLE 13 - 2016 FORD PICK UP {0271}		\$300.00
VEHICLE 14 - 2017 FELLING 27' TRAILER {1428}		
Physical Damage	2,500	\$13.00
Total for VEHICLE 14 - 2017 FELLING 27' TRAILER {1428}		\$13.00
VEHICLE 15 - 2016 FREIGHTLINER TANKER {3660}		
Liability	2,500	\$46.00
Physical Damage	2,500	\$305.00
Total for VEHICLE 15 - 2016 FREIGHTLINER TANKER {3660}		\$351.00
VEHICLE 16 - 2018 FORD F250 {1449}		
Liability	2,500	\$117.00
Physical Damage	2,500	\$183.00
Total for VEHICLE 16 - 2018 FORD F250 {1449}		\$300.00
VEHICLE 17 - 2007 CHEV SILVERADO {3344}		
Liability	2,500	\$117.00
Physical Damage	2,500	\$134.00
Total for VEHICLE 17 - 2007 CHEV SILVERADO {3344}		\$251.00
VEHICLE 18 - 2015 CHEV TAHOE {1GNSK3ECXFR280576}		
Liability	2,500	\$67.00
Physical Damage	2,500	\$266.00
Total for VEHICLE 18 - 2015 CHEV TAHOE {1GNSK3ECXFR280576}		\$333.00
VEHICLE 19 - 2019 CHEV TAHOE 4WD {5786}		
Liability	2,500	\$488.00
Physical Damage	2,500	\$843.00
Total for VEHICLE 19 - 2019 CHEV TAHOE 4WD {5786}		\$1,331.00
VEHICLE 20 - 2020 FORD F250 {8418}		
Liability	2,500	\$117.00
Physical Damage	2,500	\$183.00
Total for VEHICLE 20 - 2020 FORD F250 {8418}		\$300.00
VEHICLE 21 - 2021 DODGE CHARGER {5286}		
Liability	2,500	\$488.00
Physical Damage	2,500	\$783.00
Total for VEHICLE 21 - 2021 DODGE CHARGER {5286}		\$1,271.00
VEHICLE 22 - 2021 FORD EXPLORER {0437}		
Liability	2,500	\$488.00
Physical Damage	2,500	\$813.00
Total for VEHICLE 22 - 2021 FORD EXPLORER {0437}		\$1,301.00
VEHICLE 23 - 2022 FREIGHTLINER M2106 {3605}		
Liability	2,500	\$46.00
Physical Damage	2,500	\$551.00
Total for VEHICLE 23 - 2022 FREIGHTLINER M2106 {3605}		\$597.00
VEHICLE 24 - 2022 DODGE DURANGO {1C4SDJFT2NC197764}		
Liability	2,500	\$488.00
Physical Damage	2,500	\$813.00
Total for VEHICLE 24 - 2022 DODGE DURANGO {1C4SDJFT2NC197764}		\$1,301.00
VEHICLE 25 - 2010 FORD F150 {6963}		
Liability	2,500	\$117.00
Total for VEHICLE 25 - 2010 FORD F150 {6963}		\$117.00
VEHICLE 26 - 2023 FORD F250 {1FTBF2BA5PEC3144}		
Liability	2,500	\$117.00
Physical Damage	2,500	\$169.00
Total for VEHICLE 26 - 2023 FORD F250 {1FTBF2BA5PEC3144}		\$286.00

**Municipal Liability**

**Total for Municipal Liability** **\$27,260.00**

Employment	18		2,500	\$3,431.00
Expenditures	6,445,760		2,500	\$5,817.00
Land Use	1,396	1,000,000	2,500	\$3,527.00
No-Fault Sewer Backup	1,201	10,000	2,500	\$1,732.00
Police	5		2,500	\$10,109.00
Sewer E&O	1,201		2,500	\$2,644.00

**Municipal Property**

**Total for Municipal Property** **\$49,653.00**

	<b>Unscheduled/Flat</b>			
		1,198,007	2,500	\$2,671.00
Crime		250,000	500	<b>Included</b>
Bond		350,000	2,500	\$500.00
First Party Cyber		250,000	500	\$1,941.00
Petrofund		250,000		<b>Included</b>
Equipment Breakdown			2,500	\$2,988.00
LOCATION 1 - 20 CEDAR STREET, Annandale, MN 55302 - OLD LIBRARY				
Building		468,981	2,500	\$1,249.00
<b>Total for LOCATION 1 - 20 CEDAR STREET, Annandale, MN 55302 - OLD LIBRARY</b>				<b>\$1,249.00</b>
LOCATION 2 - 340 POPLAR AVENUE N, Annandale, MN 55302 - FIRE HALL				
Building		2,379,173	2,500	\$3,961.00
Contents		264,385	2,500	\$538.00
<b>Total for LOCATION 2 - 340 POPLAR AVENUE N, Annandale, MN 55302 - FIRE HALL</b>				<b>\$4,499.00</b>
LOCATION 3 - 541 ASH STREET, Annandale, MN 55302 - WATER STORAGE TANK				
Building		432,458	2,500	\$520.00
<b>Total for LOCATION 3 - 541 ASH STREET, Annandale, MN 55302 - WATER STORAGE TANK</b>				<b>\$520.00</b>
LOCATION 4 - 541 ASH STREET, Annandale, MN 55302 - BOOSTER HOUSE				
Building		258,999	2,500	\$407.00
Contents		283,467	2,500	\$524.00
<b>Total for LOCATION 4 - 541 ASH STREET, Annandale, MN 55302 - BOOSTER HOUSE</b>				<b>\$931.00</b>
LOCATION 5 - 23 EXCELSIOR AVE S, Annandale, MN 55302 - WATER TOWER				
Building		1,614,906	2,500	\$2,091.00
Contents		17,243	2,500	\$27.00
<b>Total for LOCATION 5 - 23 EXCELSIOR AVE S, Annandale, MN 55302 - WATER TOWER</b>				<b>\$2,118.00</b>
LOCATION 6 - 330 OAK AVENUE N, Annandale, MN 55302 - PAVILLION				
Building		772,595	2,500	\$4,230.00
Contents		22,990	2,500	\$126.00
<b>Total for LOCATION 6 - 330 OAK AVENUE N, Annandale, MN 55302 - PAVILLION</b>				<b>\$4,356.00</b>
LOCATION 7 - 541 ASH STREET, Annandale, MN 55302 - PUBLIC WORKS BUILDING				
Building		861,346	2,500	\$1,115.00
Contents		155,183	2,500	\$301.00
<b>Total for LOCATION 7 - 541 ASH STREET, Annandale, MN 55302 - PUBLIC WORKS BUILDING</b>				<b>\$1,416.00</b>
LOCATION 8 - 350 MAPLE AVENUE SO, Annandale, MN 55302 - RESTROOMS				
Building		118,851	2,500	\$488.00
<b>Total for LOCATION 8 - 350 MAPLE AVENUE SO, Annandale, MN 55302 - RESTROOMS</b>				<b>\$488.00</b>
LOCATION 9 - 350 POPLAR AVENUE N, Annandale, MN 55302 - STORAGE				
Building		197,491	2,500	\$256.00
<b>Total for LOCATION 9 - 350 POPLAR AVENUE N, Annandale, MN 55302 - STORAGE</b>				<b>\$256.00</b>
LOCATION 10 - 420 MAPLE AVENUE N, Annandale, MN 55302 - BEACH HOUSE				
Building		191,662	2,500	\$553.00
<b>Total for LOCATION 10 - 420 MAPLE AVENUE N, Annandale, MN 55302 - BEACH HOUSE</b>				<b>\$553.00</b>
LOCATION 11 - 330 OAK AVENUE N, Annandale, MN 55302 - PARK SHELTER				
Building		42,592	2,500	\$233.00
<b>Total for LOCATION 11 - 330 OAK AVENUE N, Annandale, MN 55302 - PARK SHELTER</b>				<b>\$233.00</b>

LOCATION 12 - 330 OAK AVENUE N, Annandale, MN 55302 - PARK SHELTER				
Building	7,376	2,500	\$40.00	
Total for LOCATION 12 - 330 OAK AVENUE N, Annandale, MN 55302 - PARK SHELTER			\$40.00	
LOCATION 13 - 330 OAK AVENUE N, Annandale, MN 55302 - PARK SHELTER				
Building	7,376	2,500	\$40.00	
Total for LOCATION 13 - 330 OAK AVENUE N, Annandale, MN 55302 - PARK SHELTER			\$40.00	
LOCATION 14 - 801 NORWAY DRIVE, Annandale, MN 55302 - LIFT STATION				
Building	145,025	2,500	\$136.00	
Contents	61,499	2,500	\$58.00	
Total for LOCATION 14 - 801 NORWAY DRIVE, Annandale, MN 55302 - LIFT STATION			\$194.00	
LOCATION 15 - 201 HIGHLAND STREET, Annandale, MN 55302 - LIFT STATION				
Building	139,552	2,500	\$131.00	
Contents	50,923	2,500	\$48.00	
Total for LOCATION 15 - 201 HIGHLAND STREET, Annandale, MN 55302 - LIFT STATION			\$179.00	
LOCATION 16 - 330 POPLAR AVE N, Annandale, MN 55302 - LIFT STATION				
Building	179,289	2,500	\$169.00	
Contents	219,325	2,500	\$206.00	
Total for LOCATION 16 - 330 POPLAR AVE N, Annandale, MN 55302 - LIFT STATION			\$375.00	
LOCATION 17 - 555 PLEASANT CREST CIRCLE, Annandale, MN 55302 - LIFT STATION				
Building	158,944	2,500	\$149.00	
Contents	63,223	2,500	\$59.00	
Total for LOCATION 17 - 555 PLEASANT CREST CIRCLE, Annandale, MN 55302 - LIFT STATION			\$208.00	
LOCATION 18 - 640 ACACIA DRIVE, Annandale, MN 55302 - LIFT STATION				
Building	134,913	2,500	\$127.00	
Contents	80,465	2,500	\$76.00	
Total for LOCATION 18 - 640 ACACIA DRIVE, Annandale, MN 55302 - LIFT STATION			\$203.00	
LOCATION 19 - ANNANDALE, Annandale, MN 55302 - PARK				
Property in the Open	40,126	2,500	\$192.00	
Total for LOCATION 19 - ANNANDALE, Annandale, MN 55302 - PARK			\$192.00	
LOCATION 20 - ELM ST & HARRISON AVE, Annandale, MN 55302 - TRAFFIC SIGNAL				
Property in the Open	269,670	2,500	\$1,292.00	
Total for LOCATION 20 - ELM ST & HARRISON AVE, Annandale, MN 55302 - TRAFFIC SIGNAL			\$1,292.00	
LOCATION 21 - CITYWIDE, Annandale, MN 55302 - STREET LIGHTS				
Property in the Open	325,989	2,500	\$1,562.00	
Total for LOCATION 21 - CITYWIDE, Annandale, MN 55302 - STREET LIGHTS			\$1,562.00	
LOCATION 22 - 551 POPLAR LANE S, Annandale, MN 55302 - POLICE TRAINING				
Building	667,305	2,500	\$1,777.00	
Contents	34,485	2,500	\$112.00	
Total for LOCATION 22 - 551 POPLAR LANE S, Annandale, MN 55302 - POLICE TRAINING			\$1,889.00	
LOCATION 23 - LIONS MEMORIAL PARK-ELM ST, Annandale, MN 55302 - KIOSK BUILDING				
Building	31,528	2,500	\$84.00	
Total for LOCATION 23 - LIONS MEMORIAL PARK-ELM ST, Annandale, MN 55302 - KIOSK BUILDING			\$84.00	
LOCATION 24 - BIGWOODS PARK-ASH ST, Annandale, MN 55302 - PARK				
Property in the Open	20,374	2,500	\$98.00	
Total for LOCATION 24 - BIGWOODS PARK-ASH ST, Annandale, MN 55302 - PARK			\$98.00	
LOCATION 25 - 30 CEDAR STREET, Annandale, MN 55302 - CITY HALL				
Building	2,984,018	2,500	\$4,471.00	
Contents	627,063	2,500	\$1,148.00	
Total for LOCATION 25 - 30 CEDAR STREET, Annandale, MN 55302 - CITY HALL			\$5,619.00	
LOCATION 26 - 315 BROWN AVE N, Annandale, MN 55302 - LIFT STATION				
Building	117,543	2,500	\$110.00	
Contents	43,797	2,500	\$41.00	
Total for LOCATION 26 - 315 BROWN AVE N, Annandale, MN 55302 - LIFT STATION			\$151.00	

LOCATION 27 - LIONS MEMORIAL PARK, Annandale, MN 55302 - PARK				
Property in the Open		70,087	2,500	\$336.00
Total for LOCATION 27 - LIONS MEMORIAL PARK, Annandale, MN 55302 - PARK				\$336.00
LOCATION 28 - 541 POPLAR LANE S, Annandale, MN 55302 - LIFT STATION				
Building		179,289	2,500	\$169.00
Contents		70,695	2,500	\$66.00
Total for LOCATION 28 - 541 POPLAR LANE S, Annandale, MN 55302 - LIFT STATION				\$235.00
LOCATION 29 - 541 ASH STREET, Annandale, MN 55302 - WATER TREATMENT FACILITY				
Building		3,298,100	2,500	\$3,100.00
Contents		1,460,095	2,500	\$1,372.00
Total for LOCATION 29 - 541 ASH STREET, Annandale, MN 55302 - WATER TREATMENT FACILITY				\$4,472.00
LOCATION 30 - CITYWIDE, Annandale, MN 55302 - SIRENS				
Property in the Open		197,651	2,500	\$947.00
Total for LOCATION 30 - CITYWIDE, Annandale, MN 55302 - SIRENS				\$947.00
LOCATION 31 - 411 ASH STREET E, Annandale, MN 55302 - COLD STORAGE BUILDING				
Building		100,531	2,500	\$208.00
Contents		5,748	2,500	\$18.00
Total for LOCATION 31 - 411 ASH STREET E, Annandale, MN 55302 - COLD STORAGE BUILDING				\$226.00
LOCATION 32 - 856 BEACH LANE, Annandale, MN 55302 - SOUTHBROOK PARK				
Property in the Open		84,868	2,500	\$407.00
Total for LOCATION 32 - 856 BEACH LANE, Annandale, MN 55302 - SOUTHBROOK PARK				\$407.00
LOCATION 33 - 350 MAPLE AVENUE N, Annandale, MN 55302 - ELECTRIC BUILDING				
Building		21,295	2,500	\$33.00
Contents		5,748	2,500	\$13.00
Total for LOCATION 33 - 350 MAPLE AVENUE N, Annandale, MN 55302 - ELECTRIC BUILDING				\$46.00
LOCATION 34 - 541 ASH STREET, Annandale, MN 55302 - WELL HOUSE #1				
Building		94,700	2,500	\$114.00
Contents		90,351	2,500	\$109.00
Total for LOCATION 34 - 541 ASH STREET, Annandale, MN 55302 - WELL HOUSE #1				\$223.00
LOCATION 35 - 541 ASH STREET, Annandale, MN 55302 - WELL HOUSE #2				
Building		93,392	2,500	\$112.00
Contents		85,063	2,500	\$102.00
Total for LOCATION 35 - 541 ASH STREET, Annandale, MN 55302 - WELL HOUSE #2				\$214.00
LOCATION 36 - 541 ASH STREET, Annandale, MN 55302 - SALT SHED				
Building		53,894	2,500	\$112.00
Contents		20,117	2,500	\$63.00
Total for LOCATION 36 - 541 ASH STREET, Annandale, MN 55302 - SALT SHED				\$175.00
LOCATION 37 - 605 WARREN AVE., Annandale, MN 55302 - LIFT STATION				
Building		206,533	2,500	\$194.00
Contents		61,613	2,500	\$58.00
Total for LOCATION 37 - 605 WARREN AVE., Annandale, MN 55302 - LIFT STATION				\$252.00
LOCATION 38 - 1255 BUSINESS BLVD, Annandale, MN 55302 - LIFT STATION				
Building		82,685	2,500	\$119.00
Contents		32,531	2,500	\$47.00
Total for LOCATION 38 - 1255 BUSINESS BLVD, Annandale, MN 55302 - LIFT STATION				\$166.00
LOCATION 39 - 852 BEECH LANE, Annandale, MN 55302 - SOUTHBROOK PARK SHELTER				
Building		30,576	2,500	\$167.00
Total for LOCATION 39 - 852 BEECH LANE, Annandale, MN 55302 - SOUTHBROOK PARK SHELTER				\$167.00
LOCATION 40 - 8949 LAWRENCE AVE, Annandale, MN 55302 - CEMETERY STORAGE BUILDING				
Building		11,778	2,500	\$24.00
Contents		1,725	2,500	\$5.00
Total for LOCATION 40 - 8949 LAWRENCE AVE, Annandale, MN 55302 - CEMETERY STORAGE BUILDING				\$29.00
LOCATION 41 - 901 CARDINAL DRIVE, Annandale, MN 55302 - CONCESSION BUILDING				
Building		178,456	2,500	\$977.00
Total for LOCATION 41 - 901 CARDINAL DRIVE, Annandale, MN 55302 - CONCESSION BUILDING				\$977.00

LOCATION 42 - 74 Oak Avenue, Annandale, MN 55302 - APARTMENT BUILDING			
Building	223,000	2,500	\$594.00
Contents	11,000	2,500	\$49.00
Total for LOCATION 42 - 74 Oak Avenue, Annandale, MN 55302 - APARTMENT BUILDING			\$643.00
LOCATION 43 - 541 ASH STREET, Annandale, MN 55302 - BIG WOODS PARK			
Property in the Open	78,400	2,500	\$376.00
Total for LOCATION 43 - 541 ASH STREET, Annandale, MN 55302 - BIG WOODS PARK			\$376.00
LOCATION 44 - 330 OAK AVENUE NORTH, Annandale, MN 55302 - SPLASH PAD			
Property in the Open	65,000	2,500	\$311.00
Total for LOCATION 44 - 330 OAK AVENUE NORTH, Annandale, MN 55302 - SPLASH PAD			\$311.00
LOCATION 45 - 20 OAK AVENUE SOUTH, Annandale, MN 55302 - VACANT BUILDING ON MAIN STREET			
Building	400,000	2,500	\$2,606.00
Total for LOCATION 45 - 20 OAK AVENUE SOUTH, Annandale, MN 55302 - VACANT BUILDING ON MAIN STREET			\$2,606.00

# League of Minnesota Cities Insurance Trust

Group Self-Insured Workers' Compensation Plan  
145 University Avenue West St. Paul, MN 55103-2044

## Notice of Premium Options for Standard Premiums of \$50,000 - \$100,000

ANNANDALE, CITY OF & HRA  
30 CEDAR ST E  
PO BOX K  
ANNANDALE, MN 55302-0136

Agreement No.: WC 1004219\_Q-7  
Agreement Period:  
From: 09/30/2023  
To: 09/30/2024

Enclosed is a quotation for workers' compensation deposit premium. **Note: Renewal Coverage will be bound as per the expiring coverage arrangement, including coverage for elected and appointed officials, with the premium indicated on the quote, unless the member or agent sends a written request not to bind renewal coverage.**

<u>PAYROLL DESCRIPTION</u>	<u>CODE</u>	<u>RATE</u>	<u>ESTIMATED PAYROLL</u>	<u>DEPOSIT PREMIUM</u>
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SEE ATTACHED SCHEDULE FOR DETAILS

Manual Premium				118,686
Credit		0.72		-33,232
Standard Premium				85,454
Deductible Credit		0.00%		0
Premium Discount				-7,643
Net Deposit Premium				\$77,811
Adjustment for Commission*				0
Total Net Deposit Premium				\$77,811

\*Workers compensation rates assume a 2% standard commission. The commission adjustment accounts for the commission difference, above or below 2%.

**Agent:**  
01123 North Risk Partners LLC  
Po Box 70  
Annandale, MN 55302-0070

## Notice of Premium Options for Standard Premiums of \$50,000 - \$100,000 (Con't)

### OPTIONS

Please indicate below the premium option you wish to select. You may choose only one option and you cannot change options during the agreement period.

1.	<input type="checkbox"/> <b>Regular Premium Option</b>	<b>Net Deposit Premium</b>	<b>Commission Adjustment</b>	<b>Total Net Deposit Premium</b>
		77,811	0	77,811

2.  **Deductible Premium Option**  
 Deductible options are available in return for a premium credit applied to your estimated standard Premium of \$ 85,454. The deductible will apply per occurrence to paid medical costs only. There is no aggregate limit.

	<u>Deductible per Occurrence</u>	<u>Premium Credit</u>	<u>Credit Amount</u>	<u>Net Deposit Premium</u>	<u>Commission Adjustment</u>	<u>Total Net Deposit Premium</u>
<input type="checkbox"/>	\$250	0.70%	-598	77,213	0	77,213
<input type="checkbox"/>	\$500	1.20%	-1,025	76,786	0	76,786
<input type="checkbox"/>	\$1,000	2.00%	-1,709	76,102	0	76,102
<input type="checkbox"/>	\$2,500	3.50%	-2,991	74,820	0	74,820
<input type="checkbox"/>	\$5,000	5.50%	-4,700	73,111	0	73,111
<input type="checkbox"/>	\$10,000	8.00%	-6,836	70,975	0	70,975
<input type="checkbox"/>	\$25,000	12.50%	-10,682	67,129	0	67,129
<input type="checkbox"/>	\$50,000	17.50%	-14,954	62,857	0	62,857

3.  **Retrospective Rates Premium Option**

	<u>Retro-Rated Minimum Factor</u>	<u>Est. Minimum Premium</u>	<u>Retro-Rated Maximum Factor</u>	<u>Est. Maximum Premium</u>
<input type="checkbox"/>	0.626 %	53,494	1.300 %	111,090
<input type="checkbox"/>	0.590 %	50,418	1.500 %	128,181
<input type="checkbox"/>	0.521 %	44,522	2.000 %	170,908

This quotation is for a deposit premium based on your estimate of payroll and selected options. Your final actual premium will be computed after an audit of payroll subsequent to the close of your agreement year and will be subject to revisions in rates, payrolls and experience modification. While you are a member of the LMCIT Workers' Compensation Plan, you will be eligible to participate in dividend distributions from the Trust based upon claims experience and earnings of the Trust.

If you desire the coverage offered above, please return this signed document for the option you have selected.

This quotation should be signed by an authorized representative of the city requesting coverage.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Notice of Premium Options for Standard Premiums of \$50,000 - \$100,000  
(Con't)**

**CONTINUATION SCHEDULE FOR QUOTATION PAGE**

<b>REMUNERATION</b>	<b>RATE</b>	<b>CODE</b>	<b>DESCRIPTION</b>	<b>EST. PREM</b>
382,976	9.66	5506	GENERAL MAINTENANCE	36,995
196,095	4.87	7580	SEWAGE DISPOSAL PLANT	9,550
POP 7,102	281.48	7708	FIREFIGHTERS (VOLUNTEER)	19,991
459,540	9.97	7721	POLICE-NON SMOKING	45,816
435,426	0.76	8810	CLERICAL OFFICE EMPLOYEES NOC	3,309
37,042	7.91	9102	PARKS	2,930
19,064	0.00	9411	ELECTED OR APPOINTED OFFICIALS	95
Manual Premium				118,686

**League of Minnesota Cities Insurance Trust**  
**Group Self-Insured Workers' Compensation Plan**  
**145 University Avenue West St. Paul, MN 55103-2044**

**DEFINITION OF CITY ENDORSEMENT**

It is agreed and understood the "City" named in item 1 of the Information Page is amended to include:

HRA



# City Council Agenda

September 11, 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

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**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	231598	LIBRARY HVAC	08/29/2023	218.75	.00		
Total A R ENGH:					218.75	.00		
<b>ALLINA HEALTH SYSTEM</b>								
100	ALLINA HEALTH SYSTEM	CI00039565	MEDICAL TRAINING/ EDUCATIO	07/31/2023	288.25	288.25	08/30/2023	
Total ALLINA HEALTH SYSTEM:					288.25	288.25		
<b>AMERICAN SOLUTIONS FOR BUSINESS</b>								
110	AMERICAN SOLUTIONS FOR B	INV06865877	A/P CHECKS	08/04/2023	317.41	317.41	08/30/2023	
Total AMERICAN SOLUTIONS FOR BUSINESS:					317.41	317.41		
<b>ANCOM COMMUNICATIONS</b>								
157	ANCOM COMMUNICATIONS	116502	PAGERS	08/10/2023	192.00	192.00	09/07/2023	
Total ANCOM COMMUNICATIONS:					192.00	192.00		
<b>ANNANDALE ADVOCATE</b>								
180	ANNANDALE ADVOCATE	73123	PZ LEGAL	07/31/2023	77.00	77.00	08/30/2023	
180	ANNANDALE ADVOCATE	73123	LEGAL- ANNUAL TAX DISCLOS	07/31/2023	142.80	142.80	08/30/2023	
180	ANNANDALE ADVOCATE	73123	MINUTES	07/31/2023	243.60	243.60	08/30/2023	
180	ANNANDALE ADVOCATE	73123	LEGAL- ORDINANCE 406	07/31/2023	235.20	235.20	08/30/2023	
180	ANNANDALE ADVOCATE	73123	RECYCLING	07/31/2023	74.50	74.50	08/30/2023	
Total ANNANDALE ADVOCATE:					773.10	773.10		
<b>ANNANDALE MONUMENT CO</b>								
235	ANNANDALE MONUMENT CO	687	TREE MARKER- REC PARK	08/17/2023	512.50	512.50	08/30/2023	
235	ANNANDALE MONUMENT CO	688	TREE MARKERS- REC PARK	08/17/2023	456.25	456.25	08/30/2023	
Total ANNANDALE MONUMENT CO:					968.75	968.75		
<b>ANNANDALE PARTS SUPPLY</b>								
192	ANNANDALE PARTS SUPPLY	127309661	SUPPLIES	06/14/2023	21.98	21.98	08/30/2023	
192	ANNANDALE PARTS SUPPLY	127314151	PD SQUAD MAINTENANCE	08/15/2023	23.55	23.55	09/07/2023	
Total ANNANDALE PARTS SUPPLY:					45.53	45.53		
<b>ANNANDALE SQUARE</b>								
5384	ANNANDALE SQUARE	UNIT A204 -CR	SECURITY DEPOSIT- UNIT A204	09/01/2023	515.00	515.00	09/01/2023	
Total ANNANDALE SQUARE:					515.00	515.00		
<b>ANNANDALE-MAPLE LAKE</b>								
230	ANNANDALE-MAPLE LAKE	JULY23WWTP	JULY FLOW	08/18/2023	52,850.00	52,850.00	08/30/2023	
230	ANNANDALE-MAPLE LAKE	JUN23WWTP	JUNE FLOW	07/20/2023	53,389.00	53,389.00	08/23/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total ANNANDALE-MAPLE LAKE:					106,239.00	106,239.00		
<b>ARAMARK UNIFORM SERVICES</b>								
286	ARAMARK UNIFORM SERVICES	2530169275	SEWER UNIFORMS	08/03/2023	66.75	66.75	08/23/2023	
286	ARAMARK UNIFORM SERVICES	2530171764	WATER UNIFORMS	08/10/2023	67.52	67.52	08/23/2023	
286	ARAMARK UNIFORM SERVICES	2530174253	SEWER UNIFORMS	08/17/2023	56.13	56.13	08/23/2023	
Total ARAMARK UNIFORM SERVICES:					190.40	190.40		
<b>AT&amp;T MOBILITY</b>								
5317	AT&T MOBILITY	287314070103	PW CELL PHONE	08/25/2023	88.87	88.87	09/07/2023	
5317	AT&T MOBILITY	287314070103	WATER CELL PHONE	08/25/2023	86.26	86.26	09/07/2023	
5317	AT&T MOBILITY	287314070103	WW CELL PHONE	08/25/2023	86.26	86.26	09/07/2023	
5317	AT&T MOBILITY	287314070103	PD CELL PHONE	08/25/2023	133.89	133.89	09/07/2023	
5317	AT&T MOBILITY	287314070103	FD IPAD	08/25/2023	38.23	38.23	09/07/2023	
5317	AT&T MOBILITY	287314070103	CITY CELL PHONE	08/25/2023	44.63	44.63	09/07/2023	
5317	AT&T MOBILITY	287314070103	AIR CARDS	08/25/2023	152.91	152.91	09/07/2023	
Total AT&T MOBILITY:					631.05	631.05		
<b>BADGER METER, INC.</b>								
380	BADGER METER, INC.	80135541	BEACON HOSTING SERVICE- S	08/30/2023	48.48	.00		
380	BADGER METER, INC.	80135541	BEACON HOSTING SERVICE- W	08/30/2023	48.48	.00		
Total BADGER METER, INC.:					96.96	.00		
<b>BATTERIES PLUS</b>								
398	BATTERIES PLUS	P64557662	BATTERIES	08/01/2023	449.75	449.75	08/23/2023	
398	BATTERIES PLUS	P65105453	BATTERIES	08/21/2023	59.97	.00		
Total BATTERIES PLUS:					509.72	449.75		
<b>BERGLUND BAUMGARTNER KIMBALL &amp; GLASER</b>								
5194	BERGLUND BAUMGARTNER KI	8323	BBKG PROSECUTION SERVICE	08/03/2023	1,939.59	1,939.59	08/23/2023	
Total BERGLUND BAUMGARTNER KIMBALL & GLASER:					1,939.59	1,939.59		
<b>BLUE CROSS BLUE SHIELD OF MN</b>								
5318	BLUE CROSS BLUE SHIELD OF	230901185384	INSURANCE	09/01/2023	74.14	74.14	09/07/2023	
Total BLUE CROSS BLUE SHIELD OF MN:					74.14	74.14		
<b>BOYER TRUCKS</b>								
4736	BOYER TRUCKS	003P47503	PARTS	08/17/2023	168.91	168.91	08/23/2023	
Total BOYER TRUCKS:					168.91	168.91		
<b>BRAUN INTERTEC CORPORATION</b>								
501	BRAUN INTERTEC CORPORATI	B355543	TESTING- HEMLOCK	08/29/2023	21,418.50	.00		
Total BRAUN INTERTEC CORPORATION:					21,418.50	.00		
<b>CENTER POINT ENERGY</b>								
2511	CENTER POINT ENERGY	AUG23-240 PL	HOCKEY RINK	08/15/2023	15.00	15.00	08/23/2023	
2511	CENTER POINT ENERGY	AUG23-30 CE	CITY HALL	08/15/2023	81.57	81.57	08/23/2023	
2511	CENTER POINT ENERGY	AUG23-330 OA	PAVILION	08/15/2023	16.11	16.11	08/23/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2511	CENTER POINT ENERGY	AUG23-340 PO	FD	08/15/2023	76.52	76.52	08/23/2023	
2511	CENTER POINT ENERGY	AUG23-350 PO	OLD PW SHOP	08/15/2023	31.48	31.48	08/23/2023	
2511	CENTER POINT ENERGY	AUG23-541 AS	WTP	08/15/2023	216.32	216.32	08/23/2023	
2511	CENTER POINT ENERGY	AUG23-551 PO	TC	08/15/2023	15.00	15.00	08/23/2023	
2511	CENTER POINT ENERGY	AUG23-74 OA	74 OAK A3	08/15/2023	10.20	10.20	08/23/2023	
2511	CENTER POINT ENERGY	AUG23-74 OA	74 OAK HSE	08/15/2023	10.20	10.20	08/23/2023	
Total CENTER POINT ENERGY:					472.40	472.40		
<b>CENTRA SOTA COOPERATIVE</b>								
646	CENTRA SOTA COOPERATIVE	6313000	FUEL - PW	08/11/2023	621.28	621.28	08/23/2023	
646	CENTRA SOTA COOPERATIVE	6313000	FUEL - STREETS	08/11/2023	216.10	216.10	08/23/2023	
646	CENTRA SOTA COOPERATIVE	6313000	FUEL - PARKS	08/11/2023	216.10	216.10	08/23/2023	
646	CENTRA SOTA COOPERATIVE	6313000	FUEL - WATER	08/11/2023	148.57	148.57	08/23/2023	
646	CENTRA SOTA COOPERATIVE	6313000	FUEL - SEWER	08/11/2023	148.56	148.56	08/23/2023	
646	CENTRA SOTA COOPERATIVE	6313001	FUEL - PW	08/11/2023	297.02	297.02	08/23/2023	
646	CENTRA SOTA COOPERATIVE	6313001	FUEL - STREETS	08/11/2023	103.31	103.31	08/23/2023	
646	CENTRA SOTA COOPERATIVE	6313001	FUEL - PARKS	08/11/2023	103.31	103.31	08/23/2023	
646	CENTRA SOTA COOPERATIVE	6313001	FUEL - WATER	08/11/2023	71.02	71.02	08/23/2023	
646	CENTRA SOTA COOPERATIVE	6313001	FUEL - SEWER	08/11/2023	71.03	71.03	08/23/2023	
Total CENTRA SOTA COOPERATIVE:					1,996.30	1,996.30		
<b>CLASSIC CLEANING COMPANY</b>								
4889	CLASSIC CLEANING COMPANY	35186	TC	08/18/2023	230.00	230.00	08/30/2023	
4889	CLASSIC CLEANING COMPANY	35187	CITY HALL-	08/18/2023	673.75	673.75	08/30/2023	
4889	CLASSIC CLEANING COMPANY	35187	PD-	08/18/2023	147.00	147.00	08/30/2023	
4889	CLASSIC CLEANING COMPANY	35187	LIBRARY-	08/18/2023	404.25	404.25	08/30/2023	
4889	CLASSIC CLEANING COMPANY	35188	FD	08/18/2023	245.00	245.00	08/30/2023	
Total CLASSIC CLEANING COMPANY:					1,700.00	1,700.00		
<b>COLONIAL LIFE &amp; ACCIDENT</b>								
810	COLONIAL LIFE & ACCIDENT	749242409011	INSURANCE	08/16/2023	474.70	474.70	08/23/2023	
Total COLONIAL LIFE & ACCIDENT:					474.70	474.70		
<b>CUSTOM TOWING</b>								
4839	CUSTOM TOWING	5012	TOW CHARGES PD	08/17/2023	80.00	80.00	09/07/2023	
Total CUSTOM TOWING:					80.00	80.00		
<b>CWP ENTERPRISES INC</b>								
4769	CWP ENTERPRISES INC	10864	HYDROLIC HOSE REPAIR	06/08/2023	129.20	129.20	09/07/2023	
4769	CWP ENTERPRISES INC	11197	HOSE REPAIR	07/31/2023	144.73	144.73	08/23/2023	
Total CWP ENTERPRISES INC:					273.93	273.93		
<b>DAIRYLAND POWER COOPERATIVE</b>								
5244	DAIRYLAND POWER COOPERA	INV000001415	ENVELOPES	08/28/2023	165.00	.00		
5244	DAIRYLAND POWER COOPERA	INV000001473	MONTHLY BILLS- REFUSE 20%	09/07/2023	138.59	.00		
5244	DAIRYLAND POWER COOPERA	INV000001473	MONTHLY BILLS- SEWER 40%	09/07/2023	277.18	.00		
5244	DAIRYLAND POWER COOPERA	INV000001473	MONTHLY BILLS- WATER 40%	09/07/2023	277.18	.00		
Total DAIRYLAND POWER COOPERATIVE:					857.95	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>DELTA DENTAL</b>								
4793	DELTA DENTAL	CNS00013237	INSURANCE	09/01/2023	1,882.14	1,882.14	08/23/2023	
Total DELTA DENTAL:					1,882.14	1,882.14		
<b>DIMAGGIO-BOOM, SUZANNE</b>								
5231	DIMAGGIO-BOOM, SUZANNE	3RD QUARTE	3RD QTR REIMB	09/01/2023	90.00	90.00	08/30/2023	
Total DIMAGGIO-BOOM, SUZANNE:					90.00	90.00		
<b>ELAN FINANCIAL SERVICES</b>								
4743	ELAN FINANCIAL SERVICES	AUG 2023	MENARDS BUFFALO MN BUFFA	08/18/2023	113.76	113.76	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	NORTHERN TOOL EQUIP WAIT	08/18/2023	14.05	14.05	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	IN *LITTLE JIMS SPORTS ANNA	08/18/2023	36.01	36.01	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	CENEX THE LAKE09898420 AN	08/18/2023	41.18	41.18	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	POWERHOUSE OUTDOOR EQU	08/18/2023	155.99	155.99	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	AMAZON.COM*TO63L2S60 A AM	08/18/2023	57.05	57.05	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	ANNANDALE CARE CENTER AN	08/18/2023	11.81	11.81	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	MICROSOFT*MICROSOFT 36 42	08/18/2023	75.15	75.15	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	TARGET 00008615 BUFFALO	08/18/2023	4.80	4.80	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	ZOOM.US 888-799-9666 WWW.Z	08/18/2023	60.12	60.12	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	MICROSOFT*MICROSOFT 36 42	08/18/2023	7.50	7.50	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	AMZN MKTP US*TH41Z0YN0 AM	08/18/2023	30.68	30.68	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	ANNANDALE CARE CENTER AN	08/18/2023	9.40	9.40	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	SP SERVICE FIRST SERVICEFI	08/18/2023	314.95	314.95	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	AMZN MKTP US*A86UC6WO3 A	08/18/2023	43.77	43.77	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	AMZN MKTP US*T68QY2GL1 A	08/18/2023	657.34	657.34	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	AMAZON.COM*TH3BF8HH1 AM	08/18/2023	69.52	69.52	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	AMZN MKTP US*TA3RI2AV1 AM	08/18/2023	113.78	113.78	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	GALLS 859266722	08/18/2023	34.95-	34.95-	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	AMZN MKTP US*A87YD1CU3 A	08/18/2023	23.98	23.98	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	RECONYX	08/18/2023	10.00	10.00	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	AMZN MKTP US*TA90N2061 AM	08/18/2023	55.97	55.97	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	AMAZON.COM*TO4FJ6AP2 A A	08/18/2023	94.64	94.64	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	N-EAR HTTPSNEAR.	08/18/2023	24.99	24.99	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	USPS PO 2603000302 ANNAND	08/18/2023	13.40	13.40	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	THE MARKET PLAC ANNANDAL	08/18/2023	100.00	100.00	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	DOMINO'S 7344 320-270-6	08/18/2023	64.49	64.49	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	ALERT ALL CORP 800-25378	08/18/2023	2,182.00	2,182.00	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	HOLIDAY STATIONS 0234 ANNA	08/18/2023	86.49	86.49	08/30/2023	
4743	ELAN FINANCIAL SERVICES	AUG 2023	IN *LITTLE JIMS SPORTS ANNA	08/18/2023	18.00	18.00	08/30/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-12	MENARDS BUFFALO MN BUFFA	07/18/2023	53.67	53.67	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-1A	HOMEDEPOT.COM 800-430-3	07/18/2023	374.74	374.74	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-1A	MENARDS BUFFALO MN BUFFA	07/18/2023	163.09	163.09	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-1A	THE HOME DEPOT 2840 MONTI	07/18/2023	86.88	86.88	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-1A	AMAZON.COM*6A1NK2EE3 A A	07/18/2023	86.98	86.98	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-1A	RADCO SAINT CLO	07/18/2023	743.31	743.31	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-1A	RADCO SAINT CLO	07/18/2023	778.10-	778.10-	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-2	MN POLLUTION CONTROL A 65	07/18/2023	45.00	45.00	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-2	MN POLLUTION CONTROL S 65	07/18/2023	.97	.97	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-2A	FLEET FARM FUEL 3715 MONTI	07/18/2023	53.33	53.33	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-3	MENARDS BUFFALO MN BUFFA	07/18/2023	176.32	176.32	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-3A	CENEX THE LAKE09898420 AN	07/18/2023	20.91	20.91	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-3A	AMZN MKTP US*GT7OQ0GV3 A	07/18/2023	28.98	28.98	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4	MENARDS BUFFALO MN BUFFA	07/18/2023	297.97	297.97	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	MENARDS BUFFALO MN BUFFA	07/18/2023	148.02	148.02	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	NOR*NORTHERN TOOL 800-222	07/18/2023	1,098.41	1,098.41	08/15/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	SQ *DULUTH ENTERTAINME DU	07/18/2023	10.00	10.00	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	ZOOM.US 888-799-9666 WWW.Z	07/18/2023	60.12	60.12	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	ZOOM.US 888-799-9666 WWW.Z	07/18/2023	7.50	7.50	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	MCFOA CHATFIELD	07/18/2023	50.00	50.00	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	ANNANDALE CARE CENTER AN	07/18/2023	9.66	9.66	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	MILL CREEK INN BUFFALO	07/18/2023	17.42	17.42	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	AMZN MKTP US*QU2GH3BS3 A	07/18/2023	125.54	125.54	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	USPS PO 2603000302 ANNAND	07/18/2023	28.75	28.75	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	THE MARKET PLAC ANNANDAL	07/18/2023	100.00	100.00	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	AMZN MKTP US*XP09C4TV3 AM	07/18/2023	169.08	169.08	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	CGMC EVENT WWW.GREATE	07/18/2023	175.00	175.00	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	USPS PO 2603000302 ANNAND	07/18/2023	28.75	28.75	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	USPS PO 2603000302 ANNAND	07/18/2023	7.40	7.40	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	GALLS 859-266-7	07/18/2023	246.69	246.69	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	AMZN MKTP US*4I95044C3 AMZ	07/18/2023	53.99	53.99	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	IN *LANEY GRAPHICS AND 320-	07/18/2023	345.00	345.00	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	VSP*LABELMASTER 800-621-5	07/18/2023	37.49	37.49	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	GALLS 859-266-7	07/18/2023	97.89	97.89	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	BLAUER MANUFACTURING 800	07/18/2023	89.98	89.98	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	SQ *CUSTOM GOLF CARTS 877	07/18/2023	256.50	256.50	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	RECONYX BILLING@RE	07/18/2023	5.00	5.00	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	AMZN MKTP US*544O50BD3 AM	07/18/2023	54.65	54.65	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	AMZN MKTP US*EV4UT6ZM3 A	07/18/2023	21.99	21.99	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	USPS PO 2603000302 ANNAND	07/18/2023	8.80	8.80	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	SPYTEC GPS INC. 877-212-7	07/18/2023	24.95	24.95	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	CASEYS #3622 ANNANDALE	07/18/2023	39.52	39.52	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	AMZN MKTP US*291AL8643 AM	07/18/2023	33.86	33.86	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	AMZN MKTP US*S98Z76A43 AM	07/18/2023	18.14	18.14	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	AMZN MKTP US*J48FI4P03 AMZ	07/18/2023	45.78	45.78	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	AMZN MKTP US AMZN.COM/B	07/18/2023	28.98	28.98	08/15/2023	
4743	ELAN FINANCIAL SERVICES	JULY 2023-4A	AMZN MKTP US*CY9LV66F3 AM	07/18/2023	99.78	99.78	08/15/2023	
Total ELAN FINANCIAL SERVICES:					9,296.60	9,296.60		
<b>EMERGENCY APPARATUS MAINT INC</b>								
1275	EMERGENCY APPARATUS MAI	129207	E11 MAINTENANCE	08/30/2023	1,347.67	.00		
Total EMERGENCY APPARATUS MAINT INC:					1,347.67	.00		
<b>ENGFER, NANCY</b>								
1315	ENGFER, NANCY	3RD QUARTE	3RD QTR REIMB	09/01/2023	90.00	90.00	08/30/2023	
Total ENGFER, NANCY:					90.00	90.00		
<b>EULL'S MANUFACTURING CO INC.</b>								
1327	EULL'S MANUFACTURING CO I	60438	SPLASH PAD MATERIALS	07/06/2023	4,233.00	4,233.00	08/30/2023	
1327	EULL'S MANUFACTURING CO I	60439	SPLASH PAD MATERIALS	07/06/2023	5,134.75	5,134.75	08/30/2023	
1327	EULL'S MANUFACTURING CO I	60586	SPLASH PAD MATERIALS	07/11/2023	54.20	54.20	08/23/2023	
Total EULL'S MANUFACTURING CO INC.:					9,421.95	9,421.95		
<b>FASTENAL COMPANY</b>								
1338	FASTENAL COMPANY	MNMON14528	SUPPLIES	08/03/2023	430.69	430.69	08/23/2023	
1338	FASTENAL COMPANY	MNMON14541	PARTS	08/11/2023	38.98	38.98	08/23/2023	
1338	FASTENAL COMPANY	MNMON14548	TOOLS	08/17/2023	256.85	256.85	09/07/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total FASTENAL COMPANY:					726.52	726.52		
<b>FLAGSHIP RECREATION LLC</b>								
4795	FLAGSHIP RECREATION LLC	F21454	SPLASH PAD	07/26/2023	42,948.31	42,948.31	08/23/2023	
Total FLAGSHIP RECREATION LLC:					42,948.31	42,948.31		
<b>GOFF, JUSTIN</b>								
5230	GOFF, JUSTIN	3RD QUARTE	3RD QTR REIMB	09/01/2023	90.00	90.00	08/30/2023	
Total GOFF, JUSTIN:					90.00	90.00		
<b>GOPHER STATE ONE-CALL INC</b>								
1630	GOPHER STATE ONE-CALL INC	3070184	LOCATES	07/31/2023	135.65	135.65	08/23/2023	
Total GOPHER STATE ONE-CALL INC:					135.65	135.65		
<b>GORDON BERNARD COMPANY, LLC</b>								
1638	GORDON BERNARD COMPANY,	115192	CALENDAR ORDER	08/17/2023	5,177.60	5,177.60	09/05/2023	
Total GORDON BERNARD COMPANY, LLC:					5,177.60	5,177.60		
<b>GRAINGER INC, W W</b>								
1660	GRAINGER INC, W W	9802353517	BATTERY BACKUP	08/11/2023	166.20	166.20	08/30/2023	
1660	GRAINGER INC, W W	9812076801	SUPPLIES	08/21/2023	27.77	27.77	09/07/2023	
1660	GRAINGER INC, W W	9812711324	SUPPLIES	08/22/2023	166.20	166.20	09/07/2023	
1660	GRAINGER INC, W W	9813803294	SUPP	08/22/2023	75.09	75.09	09/07/2023	
Total GRAINGER INC, W W:					435.26	435.26		
<b>GRANITE ELECTRONICS</b>								
1676	GRANITE ELECTRONICS	2233183	GOFF EARPIECE	08/07/2023	81.21	81.21	09/07/2023	
Total GRANITE ELECTRONICS:					81.21	81.21		
<b>H &amp; E VENTURES LLC</b>								
5381	H & E VENTURES LLC	82123	PURCHASE OF EASEMENT- CIT	08/21/2023	25,000.00	25,000.00	08/30/2023	
Total H & E VENTURES LLC:					25,000.00	25,000.00		
<b>HAGERTY, RYAN</b>								
5319	HAGERTY, RYAN	1ST 2ND 3RD	1ST, 2ND, 3RD QUARTER CELL	09/05/2023	270.00	270.00	09/07/2023	
5319	HAGERTY, RYAN	81523	SAFETY SHOES	08/15/2023	200.00	200.00	09/07/2023	
Total HAGERTY, RYAN:					470.00	470.00		
<b>HAWKINS, INC.</b>								
1710	HAWKINS, INC.	6552092	CHEMICALS WTP	08/15/2023	10.00	10.00	08/23/2023	
Total HAWKINS, INC.:					10.00	10.00		
<b>HINNENKAMP, KELLY</b>								
4728	HINNENKAMP, KELLY	3RD QUARTE	3RD QTR REIMB	09/01/2023	150.00	150.00	08/30/2023	
Total HINNENKAMP, KELLY:					150.00	150.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>HOWARDS PLUMBING &amp; HEATING INC</b>								
1800	HOWARDS PLUMBING & HEATI	21634	FURNACE REPAIR	08/14/2023	62.50	62.50	08/23/2023	
Total HOWARDS PLUMBING & HEATING INC:					62.50	62.50		
<b>INNOVATIVE OFFICE SOLUTIONS LLC</b>								
5296	INNOVATIVE OFFICE SOLUTION	IN4286762	LINERS	08/09/2023	50.33	50.33	08/30/2023	
Total INNOVATIVE OFFICE SOLUTIONS LLC:					50.33	50.33		
<b>JOVANOVIH, DEGE &amp; ATHMANN PA</b>								
4716	JOVANOVIH, DEGE & ATHMAN	26708	CANNIBIS ORDINANCE	07/31/2023	292.50	292.50	08/30/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26708	PZ LEGAL	07/31/2023	720.00	720.00	08/30/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26708	GENERAL	07/31/2023	450.00	450.00	08/30/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26708	LEGAL FD	07/31/2023	67.50	67.50	08/30/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26708	CEMETER RESEARCH	07/31/2023	292.50	292.50	08/30/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26708	UNION	07/31/2023	45.00	45.00	08/30/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26708	REFUSE RFP	07/31/2023	315.00	315.00	08/30/2023	
4716	JOVANOVIH, DEGE & ATHMAN	26708	CODE ENFORCEMENT- BULLO	07/31/2023	540.00	540.00	08/30/2023	
Total JOVANOVIH, DEGE & ATHMANN PA:					2,722.50	2,722.50		
<b>LAKE REGION CO-OP OIL ASSN</b>								
2050	LAKE REGION CO-OP OIL ASSN	73123-ACCT03	MOTOR FUELS	07/31/2023	242.50	242.50	08/23/2023	
Total LAKE REGION CO-OP OIL ASSN:					242.50	242.50		
<b>LANDWEHR CONSTRUCTION INC</b>								
2069	LANDWEHR CONSTRUCTION I	8923	PAY ESTIMATE	08/09/2023	757,933.22	757,933.22	08/18/2023	
Total LANDWEHR CONSTRUCTION INC:					757,933.22	757,933.22		
<b>LEAGUE OF MINNESOTA CITIES</b>								
2100	LEAGUE OF MINNESOTA CITIE	23 MAYORS A	MAYORS ASSOCIATION FEE	09/01/2023	30.00	.00		
2100	LEAGUE OF MINNESOTA CITIE	389278	LMC 2024 DUES	09/01/2023	4,235.00	.00		
Total LEAGUE OF MINNESOTA CITIES:					4,265.00	.00		
<b>LUEDERS, ANDREW</b>								
5373	LUEDERS, ANDREW	3RD QUARTE	3RD QTR REIMB	09/01/2023	90.00	90.00	08/30/2023	
Total LUEDERS, ANDREW:					90.00	90.00		
<b>M &amp; M BUS SERVICE</b>								
2210	M & M BUS SERVICE	R28332	G11 REPAIR	06/23/2023	60.00	60.00	08/30/2023	
Total M & M BUS SERVICE:					60.00	60.00		
<b>M &amp; M EXPRESS SALES &amp; SERVICE</b>								
2211	M & M EXPRESS SALES & SER	462344	CHAIN SAW REPAIR	08/09/2023	207.74	207.74	08/30/2023	
Total M & M EXPRESS SALES & SERVICE:					207.74	207.74		
<b>MACQUEEN EMERGENCY</b>								
4813	MACQUEEN EMERGENCY	P19423	F500 FOAM	09/05/2023	875.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total MACQUEEN EMERGENCY:					875.00	.00		
<b>MARKET PLACE II</b>								
2273	MARKET PLACE II	8123 - CITY	TRAINING CENTER	08/01/2023	21.98	21.98	08/30/2023	
2273	MARKET PLACE II	8123 - CITY	FIRE	08/01/2023	23.94	23.94	08/30/2023	
Total MARKET PLACE II:					45.92	45.92		
<b>METRO WEST INSPECTION SERVICES</b>								
2375	METRO WEST INSPECTION SE	3799	PERMIT 22-0032 - 320 LAKE DR	08/02/2023	434.78	434.78	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 22-0077 - 910 PALM CI	08/02/2023	126.23	126.23	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 22-99 - 1004 BAY CIR S	08/02/2023	25.00	25.00	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 22-0106 - 750 BEECH L	08/02/2023	59.40	59.40	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 22-0163 - 360 CHESTN	08/02/2023	103.95	103.95	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 22-0196 - 300 PARK ST	08/02/2023	1,393.84	1,393.84	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0002 - 120 HUNTER	08/02/2023	25.00	25.00	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0027 - 300 PARK ST	08/02/2023	212.03	212.03	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0052 - 325 CHERRY	08/02/2023	50.00	50.00	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0062 - 277 MYRTLE	08/02/2023	234.72	234.72	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0066 - 1031 BAY CIR	08/02/2023	50.00	50.00	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0068 - 145 PLEASAN	08/02/2023	115.50	115.50	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0070 - 280 CANDLES	08/02/2023	25.00	25.00	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0079 - 113 CLOVER	08/02/2023	25.00	25.00	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0090 - 50 POPLAR A	08/02/2023	25.00	25.00	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0086 - 305 CHESTN	08/02/2023	25.00	25.00	08/30/2023	
2375	METRO WEST INSPECTION SE	3799	PERMIT 23-0085 - 10 ELM ST	08/02/2023	38.50	38.50	08/30/2023	
Total METRO WEST INSPECTION SERVICES:					2,968.95	2,968.95		
<b>MIDCONTINENT COMMUNICATIONS</b>								
5006	MIDCONTINENT COMMUNICATI	157013401135	FIRE	08/27/2023	163.71	163.71	09/07/2023	
5006	MIDCONTINENT COMMUNICATI	157013401135	CITY OFFICES	08/27/2023	225.17	225.17	09/07/2023	
5006	MIDCONTINENT COMMUNICATI	157013401135	APD	08/27/2023	120.17	120.17	09/07/2023	
5006	MIDCONTINENT COMMUNICATI	157013401135	DMV	08/27/2023	105.82	105.82	09/07/2023	
5006	MIDCONTINENT COMMUNICATI	157013401135	PW	08/27/2023	294.84	294.84	09/07/2023	
5006	MIDCONTINENT COMMUNICATI	157013401135	TC	08/27/2023	38.30	38.30	09/07/2023	
Total MIDCONTINENT COMMUNICATIONS:					948.01	948.01		
<b>MID-MINNESOTA HOT MIX INC</b>								
2420	MID-MINNESOTA HOT MIX INC	2376	ASPHALT	07/28/2023	536.07	536.07	08/23/2023	
2420	MID-MINNESOTA HOT MIX INC	2394	ASPHALT	08/14/2023	536.50	536.50	08/23/2023	
2420	MID-MINNESOTA HOT MIX INC	2395	TN FINES/ ASPHALT	08/14/2023	193.33	193.33	08/23/2023	
2420	MID-MINNESOTA HOT MIX INC	2396	TN FINES/ ASPHALT	08/14/2023	651.20	651.20	08/23/2023	
2420	MID-MINNESOTA HOT MIX INC	2397	TN FINES/ ASPHALT	08/14/2023	2,920.37	2,920.37	08/30/2023	
2420	MID-MINNESOTA HOT MIX INC	2407	ASPHALT	08/19/2023	1,050.35	1,050.35	09/07/2023	
Total MID-MINNESOTA HOT MIX INC:					5,887.82	5,887.82		
<b>MINI BIFF LLC</b>								
2510	MINI BIFF LLC	A-143065	MINNI BIFFS	08/23/2023	106.08	.00		
2510	MINI BIFF LLC	A-143072	MINNI BIFFS	08/23/2023	106.08	.00		
2510	MINI BIFF LLC	A-143073	MINNI BIFFS	08/23/2023	106.08	.00		
2510	MINI BIFF LLC	A-143089	MINI BIFF	08/23/2023	106.08	.00		
2510	MINI BIFF LLC	A-143100	MINI BIFF	08/23/2023	106.08	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total MINI BIFF LLC:					530.40	.00		
<b>MINNESOTA COMPUTER SYSTEMS INC</b>								
2525	MINNESOTA COMPUTER SYST	377906	MONTHLY PAYMENT - PD PRIN	08/08/2023	27.68	27.68	09/07/2023	
2525	MINNESOTA COMPUTER SYST	377907	PW COPIER	08/08/2023	20.00	20.00	08/30/2023	
2525	MINNESOTA COMPUTER SYST	378954	ADMIN COPIER	08/28/2023	70.00	.00		
2525	MINNESOTA COMPUTER SYST	378954	DMV COPIER	08/28/2023	40.00	.00		
2525	MINNESOTA COMPUTER SYST	378954	ADMIN COPIER OVERAGE	08/28/2023	197.11	.00		
2525	MINNESOTA COMPUTER SYST	378954	DMV COPIER OVERAGE	08/28/2023	276.12	.00		
Total MINNESOTA COMPUTER SYSTEMS INC:					630.91	47.68		
<b>MN DEED - BCD</b>								
2572	MN DEED - BCD	SEP23	LOAN REPAYMENT - EA SWEEN	09/01/2023	1,607.15	1,607.15	08/23/2023	
Total MN DEED - BCD:					1,607.15	1,607.15		
<b>MN DEPARTMENT OF HEALTH</b>								
2576	MN DEPARTMENT OF HEALTH	2023 3rd QUA	3RD QTR CONNECTION FEE	08/17/2023	2,986.47	2,986.47	08/30/2023	
Total MN DEPARTMENT OF HEALTH:					2,986.47	2,986.47		
<b>MN DEPT OF LABOR &amp; INDUSTRY</b>								
2586	MN DEPT OF LABOR & INDUST	ABR0308306X	COMPRESSOR NOT SCBA TES	07/29/2023	10.00	10.00	08/23/2023	
Total MN DEPT OF LABOR & INDUSTRY:					10.00	10.00		
<b>MN DEPT OF TRANSPORTATION</b>								
2600	MN DEPT OF TRANSPORTATIO	81423	BOYS BBALL SIGN- 2022 CHAM	08/14/2023	600.00	600.00	08/30/2023	
Total MN DEPT OF TRANSPORTATION:					600.00	600.00		
<b>MN DEPT. OF REVENUE</b>								
2599	MN DEPT. OF REVENUE	JUL23	SALES & USE - ADMIN	08/16/2023	63.24	63.24	08/16/2023	
2599	MN DEPT. OF REVENUE	JUL23	SALES & USE - PD	08/16/2023	4.62	4.62	08/16/2023	
2599	MN DEPT. OF REVENUE	JUL23	SALES - WATER	08/16/2023	5.62	5.62	08/16/2023	
2599	MN DEPT. OF REVENUE	JUL23	SALES - TRAINING CENTER	08/16/2023	33.89	33.89	08/16/2023	
2599	MN DEPT. OF REVENUE	JUL23	SALES - SOLID	08/16/2023	1,291.25	1,291.25	08/16/2023	
2599	MN DEPT. OF REVENUE	JUL23	SALES - WATER	08/16/2023	826.38	826.38	08/16/2023	
Total MN DEPT. OF REVENUE:					2,225.00	2,225.00		
<b>MN PEIP</b>								
5068	MN PEIP	1312893	INSURANCE	09/10/2023	19,554.42	19,554.42	09/07/2023	
Total MN PEIP:					19,554.42	19,554.42		
<b>MN STATE FIRE CHIEFS ASSN</b>								
2660	MN STATE FIRE CHIEFS ASSN	6007	CHIEFS CONFERENCE REGIST	08/08/2023	1,300.00	1,300.00	08/30/2023	
Total MN STATE FIRE CHIEFS ASSN:					1,300.00	1,300.00		
<b>NABER, JES</b>								
5380	NABER, JES	8423	JES NABER EYE GLASSES	08/04/2023	158.95	158.95	08/23/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total NABER, JES:					158.95	158.95		
<b>NATIONAL FIRE PROTECTION ASSOC</b>								
2744	NATIONAL FIRE PROTECTION A	8541099X	NFPA MEMBERSHIP	08/02/2023	175.00	.00		
Total NATIONAL FIRE PROTECTION ASSOC:					175.00	.00		
<b>NEW LANE FINANCE</b>								
5185	NEW LANE FINANCE	71385-11/08/20	CITY HALL	08/14/2023	81.67	81.67	08/23/2023	
5185	NEW LANE FINANCE	71385-11/08/20	PD PHONE	08/14/2023	81.66	81.66	08/23/2023	
5185	NEW LANE FINANCE	71385-11/08/20	DMV PHONE	08/14/2023	81.67	81.67	08/23/2023	
Total NEW LANE FINANCE:					245.00	245.00		
<b>NICKA, KIRBY</b>								
5178	NICKA, KIRBY	3RD QUARTE	3RD QTR REIMB	09/01/2023	90.00	90.00	08/30/2023	
Total NICKA, KIRBY:					90.00	90.00		
<b>Potentia MN Solar Fund 1, LLC</b>								
5074	Potentia MN Solar Fund 1, LLC	JUN23 BILL PE	STREET LIGHTS	07/25/2023	34.64	34.64	08/23/2023	
5074	Potentia MN Solar Fund 1, LLC	JUN23 BILL PE	FIRE HALL	07/25/2023	575.21	575.21	08/23/2023	
5074	Potentia MN Solar Fund 1, LLC	JUN23 BILL PE	PARK ELECTRIC	07/25/2023	311.86	311.86	08/23/2023	
5074	Potentia MN Solar Fund 1, LLC	JUN23 BILL PE	WTP	07/25/2023	4,693.64	4,693.64	08/23/2023	
5074	Potentia MN Solar Fund 1, LLC	JUN23 BILL PE	SEWER L/S	07/25/2023	1,235.63	1,235.63	08/23/2023	
5074	Potentia MN Solar Fund 1, LLC	JUN23 BILL PE	CEMETERY ELECTRIC	07/25/2023	34.64	34.64	08/23/2023	
5074	Potentia MN Solar Fund 1, LLC	JUN23 BILL PE	CITY HALL	07/25/2023	1,820.96	1,820.96	08/23/2023	
Total Potentia MN Solar Fund 1, LLC:					8,706.58	8,706.58		
<b>QUADIENT, INC</b>								
5182	QUADIENT, INC	17101281	POSTAGE METER INK	08/29/2023	154.85	.00		
Total QUADIENT, INC:					154.85	.00		
<b>RUSSELL SECURITY RESOURCE INC.</b>								
3151	RUSSELL SECURITY RESOURC	A46059	PARK CAMERAS	08/17/2023	185.00	185.00	08/30/2023	
Total RUSSELL SECURITY RESOURCE INC.:					185.00	185.00		
<b>SHARETECH</b>								
5331	SHARETECH	14594	ADMIN MONTHLY CONTRACT- 1	08/08/2023	169.80	169.80	08/30/2023	
5331	SHARETECH	14594	DMV MONTHLY CONTRACT- 15	08/08/2023	169.80	169.80	08/30/2023	
5331	SHARETECH	14594	FD MONTHLY CONTRACT- 20%	08/08/2023	226.40	226.40	08/30/2023	
5331	SHARETECH	14594	PD MONTHLY CONTRACT- 40%	08/08/2023	452.78	452.78	08/30/2023	
5331	SHARETECH	14594	PW MONTHLY CONTRACT- 10%	08/08/2023	113.19	113.19	08/30/2023	
Total SHARETECH:					1,131.97	1,131.97		
<b>SOK'S RAPID CAR WASH</b>								
4021	SOK'S RAPID CAR WASH	268-1384	PD SQUAD WASHES	08/01/2023	33.00	33.00	08/23/2023	
Total SOK'S RAPID CAR WASH:					33.00	33.00		
<b>SPECIALIZED TRUCK EQUIPMENT LLC</b>								
5374	SPECIALIZED TRUCK EQUIPME	3125	RAILING PAINT	08/02/2023	767.40	767.40	08/23/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total SPECIALIZED TRUCK EQUIPMENT LLC:					767.40	767.40		
<b>SPIKES &amp; HOULES</b>								
5382	SPIKES & HOULES	207011/12	FERTILIZER	08/03/2023	1,221.00	1,221.00	08/30/2023	
Total SPIKES & HOULES:					1,221.00	1,221.00		
<b>STANDAFER, PETER</b>								
4062	STANDAFER, PETER	3RD QUARTE	3RD QTR REIMB	09/01/2023	150.00	150.00	08/30/2023	
Total STANDAFER, PETER:					150.00	150.00		
<b>SUBURBAN TIRE WHOLESAL INC</b>								
4152	SUBURBAN TIRE WHOLESAL I	10195092	SQUAD TIRES	07/11/2023	561.68	561.68	09/07/2023	
Total SUBURBAN TIRE WHOLESAL INC:					561.68	561.68		
<b>SURPLUS SERVICES</b>								
4747	SURPLUS SERVICES	14156	SURPLUS SERVICE	07/20/2023	78.00	78.00	08/23/2023	
Total SURPLUS SERVICES:					78.00	78.00		
<b>TELECOM BROADBAND SOLUTIONS LLC (TBSOA)</b>								
5186	TELECOM BROADBAND SOLUT	4049	CITY PHONES	08/01/2023	99.55	.00		
5186	TELECOM BROADBAND SOLUT	4049	DMV PHONES	08/01/2023	99.55	.00		
5186	TELECOM BROADBAND SOLUT	4049	PD PHONES	08/01/2023	99.55	.00		
5186	TELECOM BROADBAND SOLUT	4050	CITY PHONES	09/01/2023	99.55	.00		
5186	TELECOM BROADBAND SOLUT	4050	DMV PHONES	09/01/2023	99.55	.00		
5186	TELECOM BROADBAND SOLUT	4050	PD PHONES	09/01/2023	99.55	.00		
Total TELECOM BROADBAND SOLUTIONS LLC (TBSOA):					597.30	.00		
<b>TOWNSEND, KRIS</b>								
4224	TOWNSEND, KRIS	3RD QUARTE	3RD QTR REIMB	09/01/2023	150.00	150.00	08/30/2023	
Total TOWNSEND, KRIS:					150.00	150.00		
<b>TRUGREEN</b>								
5203	TRUGREEN	181292382	LAWN SERVICE	08/01/2023	109.59	109.59	08/23/2023	
Total TRUGREEN:					109.59	109.59		
<b>UTILITY CONSULTANTS INC</b>								
4365	UTILITY CONSULTANTS INC	116978	COLIFORM- TESTING	07/29/2023	92.40	92.40	08/23/2023	
Total UTILITY CONSULTANTS INC:					92.40	92.40		
<b>UTILITY REFUNDS</b>								
4871	UTILITY REFUNDS	UTILref-J. KEL	OVERPAY REFUND- 450 PINTAI	09/01/2023	154.28	.00		
4871	UTILITY REFUNDS	UTILref-KURT	OVERPAY REFUND- 255 CHERR	09/06/2023	62.51	.00		
Total UTILITY REFUNDS:					216.79	.00		
<b>VAN METER INC</b>								
4367	VAN METER INC	S012832231.0	PARTS	07/21/2023	42.76	42.76	08/23/2023	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total VAN METER INC:					42.76	42.76		
<b>Volunteer Firefighter Ben Assoc of MN</b>								
4968	Volunteer Firefighter Ben Assoc of	81423-CHAMP	FIRE FIGHTER BENEFIT	08/14/2023	14.00	14.00	08/30/2023	
4968	Volunteer Firefighter Ben Assoc of	81423-LOFTU	FIRE FIGHTER BENEFIT	08/14/2023	14.00	14.00	08/30/2023	
Total Volunteer Firefighter Ben Assoc of MN:					28.00	28.00		
<b>W S B</b>								
5385	W S B	R-023041-000-	GENERAL	08/21/2023	617.50	.00		
5385	W S B	R-023042-000-	WILLOWS OF ANNANDALE	08/21/2023	435.00	.00		
Total W S B:					1,052.50	.00		
<b>WEX BANK</b>								
5273	WEX BANK	91083905	MOTOR FUELS	08/10/2023	465.71	465.71	08/30/2023	
5273	WEX BANK	91084014	PD FUEL	08/07/2023	1,213.09	1,213.09	09/07/2023	
Total WEX BANK:					1,678.80	1,678.80		
<b>WICKS, DEBRA OR JOHN</b>								
5383	WICKS, DEBRA OR JOHN	IRRIG. COUPL	COUPLER RETURN	08/10/2023	10.00	10.00	08/30/2023	
Total WICKS, DEBRA OR JOHN:					10.00	10.00		
<b>WRIGHT COUNTY MAYORS ASSOC</b>								
4530	WRIGHT COUNTY MAYORS AS	81823	2023 MAYORS ASSOC DUES	08/18/2023	300.00	300.00	08/30/2023	
Total WRIGHT COUNTY MAYORS ASSOC:					300.00	300.00		
<b>WRIGHT-HENNEPIN COOPERATIVE</b>								
4548	WRIGHT-HENNEPIN COOPERA	35030688184	L/S 1255 BUSINESS BLVD	08/10/2023	22.90	22.90	08/23/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030688184	TC SECURITY	08/10/2023	20.95	20.95	08/23/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030688184	CITY HALL SECURITY	08/10/2023	20.95	20.95	08/23/2023	
4548	WRIGHT-HENNEPIN COOPERA	35030688184	STREET LIGHTS	08/10/2023	159.07	159.07	08/23/2023	
Total WRIGHT-HENNEPIN COOPERATIVE:					223.87	223.87		
<b>XCEL ENERGY</b>								
4559	XCEL ENERGY	843438077	51-6024519-2	09/05/2023	4,369.73	4,369.73	09/07/2023	
Total XCEL ENERGY:					4,369.73	4,369.73		
<b>ZIEGLER, INC.</b>								
4617	ZIEGLER, INC.	SI000372401	GENERATOR REPAIRS	08/18/2023	1,859.46	1,859.46	08/30/2023	
Total ZIEGLER, INC.:					1,859.46	1,859.46		
Grand Totals:					1,067,988.72	1,035,538.8		

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Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Dated: \_\_\_\_\_

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

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

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

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

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

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Report Criteria:

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



# City Council Agenda

September 11, 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 - August
- Financial Report - July
- Fire Report
- DMV Report

## Recommended Action

Approve Department Reports

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## Attachments:

Reports



## ANNANDALE POLICE DEPARTMENT MONTHLY REPORT Jul-23

TOTAL ACTIVITY	July 2023 Total	July 2022 Total	Current YTD Total	2022 YTD Total	Percentage Change
CRIMINAL ACTIVITY	5	6	44	53	-17%
CITATIONS	39	32	382	291	31%
NON-CRIMINAL	200	219	1071	1305	-18%
<b>GRAND TOTAL</b>	<b>244</b>	<b>257</b>	<b>1497</b>	<b>1649</b>	

CRIMINAL ACTIVITY	July 2023 Total	July 2022 Total	Current YTD Total	2022 YTD Total	Percentage Change
Homicide	0	0	0	0	N/A
Forcible Rape	0	0	0	0	N/A
Robbery	0	0	0	0	N/A
Assault	0	1	1	4	-75%
Domestic Assault	0	1	3	8	-63%
Criminal Sex Conduct	0	0	1	4	-75%
Burglary	0	0	2	0	N/A
Theft	1	0	10	7	43%
Motor Vehicle Theft	0	0	0	0	N/A
Arson	0	0	0	0	N/A
Crime Against Admin	0	0	2	1	100%
Forgery/Counterfeit	0	0	2	3	-33%
Fraud	0	1	0	4	-100%
Embezzlement	0	0	0	0	NA
Terroristic Threats	0	0	0	0	NA
Property Damage	1	1	3	8	-63%
Weapons	0	0	1	0	NA
Drug Offenses	1	0	5	2	150%
Juvenile Offenses	0	0	0	1	-100%
DUI/DWI	1	1	7	4	75%
Liquor Laws	0	0	0	0	NA
Disturbing Peace	1	1	6	7	-14%
All Others	0	0	1	0	NA
<b>Total Criminal Activity</b>	<b>5</b>	<b>6</b>	<b>44</b>	<b>53</b>	

**Note: The statistics from Criminal Activity above are cases that were processed as a criminal offense**

<b>NON-CRIMINAL ACTIVITY</b>	<b>July 2023 Total</b>	<b>July 2022 Total</b>	<b>Current YTD Total</b>	<b>2022 YTD Total</b>	<b>Percentage Change</b>
Alarms	5	7	55	63	-13%
Animal Bites	0	0	1	0	NA
Animal Complaints	3	9	19	39	-51%
Area Checks/Extra Patrol	2	2	9	4	125%
Assist Other Agencies	10	19	78	136	-43%
ATV/Snowmobile Complaints	1	0	2	1	100%
Background Checks	4	0	30	20	50%
CDP	2	1	9	2	350%
Check Welfare	11	10	62	57	9%
Citizen Aid / Motorist Aid	21	16	62	85	-27%
Civil Disputes	8	18	37	54	-31%
Confidential Narcotics/Drugs	1	2	5	8	-38%
Death, Non-Criminal	1	1	3	5	-40%
Disorderly	2	5	5	19	-74%
Domestics	7	4	19	19	0%
Driving/Traffic Complaints	11	8	56	47	19%
Dumping/Littering	0	0	1	1	0%
Escorts - Funeral	2	2	12	14	-14%
Fight	0	2	1	4	-75%
Fire Calls	6	2	14	19	-26%
Firearm Discharge	0	0	0	1	-100%
Fireworks	2	1	2	2	0%
Harassment Complaint	2	1	12	9	33%
Juvenile/Mischief	5	2	25	20	25%
Lockouts - Vehicle	6	4	37	35	6%
Lost/Found Property	9	7	27	24	13%
Medical	23	44	150	216	-31%
Mental Health	2	7	14	41	-66%
Missing Person	2	1	6	3	100%
MV Accidents / VOR	5	4	33	48	-31%
Noise Complaints	3	1	10	9	11%
Parking Complaints	1	2	19	18	6%
Search Warrants	0	0	0	1	-100%
School Related -SRO	0	0	5	50	-90%
Suicidal person	0	0	1	1	0%
Suicide attempted	0	0	0	3	-100%
Suspicious Complaints	15	10	72	73	-1%
Theft	4	3	14	9	56%
Threats	3	2	6	9	-33%
Warrants-Attempt/Arrest	0	1	4	18	-78%
WCHS/MAARC Reports	2	3	25	21	19%
All Others	19	18	129	97	33%
<b>Total Non-Criminal</b>	<b>200</b>	<b>219</b>	<b>1071</b>	<b>1305</b>	
<b>CITATIONS &amp;</b>	<b>July 2023</b>	<b>July 2022</b>	<b>Current</b>	<b>2022</b>	<b>Percentage</b>

<b>WARNINGS</b>	<b>Total</b>	<b>Total</b>	<b>YTD Total</b>	<b>YTD Total</b>	<b>Change</b>
Admin Citations	3	0	29	33	-12%
State Citations	9	8	86	55	56%
Warning Citations	27	24	267	203	32%
<b>TOTAL</b>	<b>39</b>	<b>32</b>	<b>382</b>	<b>291</b>	

**Citations consist of the following offenses:**

Careless Driving

DAR/DAC/DAS

Equipment Violation

SBSA Violation

No Proof of Insurance

Expired Registration

Exhibition Driving

No Insurance

Traffic

Parking

Expired DL

Obstructed View

Semaphore

Seatbelt

Equipment

Winter Parking

Stop Sign

No MN DL

Speed

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

COMBINED CASH ACCOUNTS

001-10101	CASH	1,704,837.86
001-10103	NORTHLAND SECURITIES	114,154.48
001-10104	ICD INVESTMENTS	1,070,962.58
001-10105	4M INVESTMENTS	41,425.85
001-10107	LAKE CENTRAL BANK CD	252,890.18
001-10108	LPL FINANCIAL INVESTMENTS	1,466,045.25
	TOTAL COMBINED CASH	4,650,316.20

NON-ALLOCATED CASH

001-10110	CASH - UTILITY CLEARING	( 6.29)
	TOTAL COMBINED CASH	4,650,309.91
001-10100	CASH ALLOCATED TO OTHER FUNDS	( 4,650,309.91)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

101	ALLOCATION TO GENERAL FUND	2,310,963.64
102	ALLOCATION TO DEPUTY REGISTRAR/MOTOR VEHICLE	295,079.08
103	ALLOCATION TO GENERAL FUND	57,165.59
211	ALLOCATION TO LIBRARY FUND	( 7,930.00)
222	ALLOCATION TO CHARITABLE GAMBLING FUND	11,759.07
330	ALLOCATION TO PFA BONDS-2004-WTP	( 199,107.61)
332	ALLOCATION TO GO IMP BONDS 2008B (MAPLE)	( 32,643.97)
333	ALLOCATION TO GO IMP BONDS 2008A (CITY HALL)	( 5,402.86)
334	ALLOCATION TO PUMPER TRUCK BOND	( 17,087.65)
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	13,367.12
340	ALLOCATION TO GO REFUNDING BOND 2019B	154,398.05
341	ALLOCATION TO GO TEMPORARY IMP BOND 2020A	( 448,624.93)
342	ALLOCATION TO GO IMPROVEMENT BOND 2020B	130,478.90
343	ALLOCATION TO GO EQUIPMENT BOND 2022A	37,869.68
344	ALLOCATION TO 2023A REVENUE BOND	2,816,130.00
402	ALLOCATION TO FIREFIGHTER RELIEF DONATIONS	111,108.71
407	ALLOCATION TO ECONOMIC DEVELOPMENT FUND	( 98,762.40)
408	ALLOCATION TO MIF FUND	25,019.85
409	ALLOCATION TO SMALL CITIES DEV PROGRAM	33,136.50
411	ALLOCATION TO TIF #6 - COTTAGES OF ANNANDALE	( 86.01)
423	ALLOCATION TO TIF DISTRICT # - DINGMANN	( 6,873.27)
425	ALLOCATION TO RECREATION PARK	32,784.86
460	ALLOCATION TO PARK FUND	53,415.95
461	ALLOCATION TO WATER EXPANSION FUND	430,534.04
462	ALLOCATION TO SEWER EXPANSION FUND	288,159.15
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	85,043.21
466	ALLOCATION TO 2020 IMP PROJECT	52,253.70

CITY OF ANNANDALE  
 COMBINED CASH INVESTMENT  
 JULY 31, 2023

468 ALLOCATION TO TIF DISTRICT #15 - CARE CENTER	( 2,357.27)
470 ALLOCATION TO FUND 470	( 419,250.66)
471 ALLOCATION TO LAKE JOHN UTILITY EXTENSION	( 1,190,922.65)
472 ALLOCATION TO HWY 55 IMPROVEMENTS	( 111,678.86)
493 ALLOCATION TO STREET MAINTENANCE CAPITAL	141,394.46
494 ALLOCATION TO STREET CAPITAL OUTLAY FUND	134,410.65
495 ALLOCATION TO PUBLIC WORKS/STREET EQUIP FUND	212,759.63
496 ALLOCATION TO FIRE EQUIPMENT FUND	93,738.42
497 ALLOCATION TO POLICE EQUIPMENT FUND	2,194.20
498 ALLOCATION TO BUILDING CAPITAL OUTLAY FUND	134,878.36
601 ALLOCATION TO WATER FUND	284,312.58
602 ALLOCATION TO SEWER FUND	( 900,441.76)
603 ALLOCATION TO REFUSE/RECYCLING FUND	21,842.04
604 ALLOCATION TO TRAINING CENTER OPERATIONS	( 228,419.46)
605 ALLOCATION TO STORM UTILITY FUND	32,820.54
651 ALLOCATION TO CEMETERY FUND	( 44,529.87)
	<hr/>
TOTAL ALLOCATIONS TO OTHER FUNDS	4,650,309.91
ALLOCATION FROM COMBINED CASH FUND - 001-10100	( 4,650,309.91)
	<hr/>
ZERO PROOF IF ALLOCATIONS BALANCE	<hr/> <hr/> .00

**CITY OF ANNANDALE**  
SUMMARY REVENUES / EXPENDITURES COMPARED TO BUDGET  
FOR THE 7 MONTHS ENDING JULY 31, 2023

**FUND 101 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>REVENUE</b>					
TAXES	1,301.36	831,797.53	1,505,315.00	( 673,517.47)	55.26
LICENSES & PERMITS	10,542.65	72,995.68	77,850.00	( 4,854.32)	93.76
INTERGOVERNMENTAL REVENUES	279,751.50	295,681.50	659,003.00	( 363,321.50)	44.87
PUBLIC CHARGES FOR SERVICE	86,805.12	135,290.19	275,565.00	( 140,274.81)	49.10
FINES & FORFEITURES	2,396.42	8,727.45	12,200.00	( 3,472.55)	71.54
MISCELLANEOUS REVENUE	32,066.46	82,894.92	43,000.00	39,894.92	192.78
OTHER FINANCING SOURCES	.00	.00	30,000.00	( 30,000.00)	.00
<b>TOTAL FUND REVENUE</b>	<b>412,863.51</b>	<b>1,427,387.27</b>	<b>2,602,933.00</b>	<b>( 1,175,545.73)</b>	<b>54.84</b>
<b>EXPENDITURES</b>					
LEGISLATIVE	2,666.00	26,313.69	42,829.25	16,515.56	61.44
ELECTIONS	.00	661.93	525.00	( 136.93)	126.08
PLANNING AND ZONING	590.93	11,838.53	6,402.25	( 5,436.28)	184.91
ADMINISTRATION	18,397.33	203,698.49	297,747.99	94,049.50	68.41
ASSESSOR	.00	26,240.00	24,250.00	( 1,990.00)	108.21
DEPARTMENT 416	.00	.00	.00	.00	.00
DEPUTY REGISTRAR	.00	.00	.00	.00	.00
CITY HALL	6,176.71	40,174.18	56,610.57	16,436.39	70.97
DEPARTMENT 420	.00	.00	.00	.00	.00
POLICE	63,817.54	471,939.82	825,600.63	353,660.81	57.16
FIRE	32,460.48	141,413.60	247,114.07	105,700.47	57.23
BUILDING INSPECTOR	5,849.33	60,256.07	70,922.10	10,666.03	84.96
CIVIL DEFENSE	.00	.00	400.00	400.00	.00
ANIMAL CONTROL	.00	.00	550.00	550.00	.00
PUBLIC WORKS	18,130.79	132,291.06	213,288.14	80,997.08	62.02
STREETS	21,027.06	149,951.27	272,921.65	122,970.38	54.94
DEPARTMENT 441	.00	.00	.00	.00	.00
PARKS COMMISSION	239.93	2,689.41	3,512.23	822.82	76.57
PARKS	15,579.28	66,927.04	140,920.85	73,993.81	47.49
LIBRARY	967.69	8,327.69	18,448.57	10,120.88	45.14
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>185,903.07</b>	<b>1,342,722.78</b>	<b>2,615,133.30</b>	<b>1,272,410.52</b>	<b>51.34</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>226,960.44</b>	<b>84,664.49</b>	<b>( 12,200.30)</b>	<b>96,864.79</b>	<b>693.95</b>

## Jul-23

DATE	BROKER	INVESTMENT	CUSIP #	INT RATE	TERM	MATURITY DATE	Cost Basis Value	Current Period	Current Year	
								Paid Earnings	Paid Earnings	
<b>MONEY MARKET</b>										
	ICD			0.40%			\$ 170,637.90	\$ 3,750.38	\$ 9,703.22	
	LAKE CENTRAL CHECKING			0.50%			\$ 1,704,837.86	\$ 3,028.06	\$ 12,321.51	
	NORTHLAND SECURITIES			VARIES			\$ 3,715.03	\$ 13.48	\$ 2,664.71	
	LPL Financial			VARIES			\$ 275,109.20	\$ 5,576.03	\$ 22,672.20	
	Lake Central CD			4.00%			\$ 2,890.18	\$ 220.48	\$ 660.86	
	4M FUND	Dividend Reinvest-average monthly rate 4.683%		VARIES	LIQUID	N/A	\$ 38,591.36	\$ 164.54	\$ 1,047.73	
	4M PLUS FUND	Dividend Reinvest -average montly rate 4.686%		VARIES	LIQUID	N/A	\$ 2,834.49	\$ 12.38	\$ 77.72	
				(TOTAL 4M PLUS)			\$ 41,425.85	\$ 176.92	\$ 1,125.45	
							<b>Money Market Total</b>	<b>\$ 2,198,616.02</b>	<b>\$ 12,765.35</b>	<b>\$ 49,147.95</b>
<b>SHORT,MID &amp; LONG TERM INVESTMENTS</b>										
<b>PURCHASE</b>										
DATE	BROKER	INVESTMENT	CUSIP #	INT RATE	TERM	MATURITY DATE	Cost Basis Value	Total		
10/20/2022	NORTHLAND SECURITIES	Bank Hapoalium, B M New York	06251A-4V-9	4.75%	18 mos	5/6/2024	\$ 111,000.00	\$ 111,000.00		
7/20/2022	Lake Central Bank CD	Annandale, MN		3.5000%	12 mos	7/20/2024	\$ 250,000.00	\$ 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			
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	\$ 944,000.00		
12/22/2022	LPL Financial	Ally Bank, MidVale, UT	02007GQA4	2.65%		4/29/2024	\$ 250,000.00			
12/22/2022	LPL Financial	Barclays Bank DE, DE	06740KRG4	4.90%		11/18/2024	\$ 250,000.00			
12/22/2022	LPL Financial	Capital One NA, Mclean, VA	14042RSH5	3.30%		7/1/2024	\$ 100,000.00			
12/22/2022	LPL Financial	Manufacturers & Traders, Buffalo, NY	564759RK6	4.85%		6/17/2024	\$ 250,000.00			
12/22/2022	LPL Financial	PNC Bank NA, Wilmington, DE	69355NBZ7	4.50%		12/28/2023	\$ 175,000.00			
12/22/2022	LPL Financial	Wells Fargo Bank NA, Sioux Falls, SD	9497634U7	4.70%		12/22/2023	\$ 175,000.00	\$ 1,200,000.00		
							<b>Investments Total</b>	<b>\$ 2,505,000.00</b>	<b>\$ 2,505,000.00</b>	
							<b>MM &amp; Investments Total</b>	<b>\$ 4,703,616.02</b>		
							<b>Interest</b>	<b>\$ 12,765.35</b>		
							<b>Total</b>	<b>\$ 4,716,381.37</b>		





# City Council Agenda

September 11, 2023

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

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

**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 are the Special Event Applications

**Recommended Action**

Motion to approve as presented

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**Attachments:**

Application



# ANNANDALE POLICE DEPARTMENT

## Special Event Application

Name: Heart of the Lakes Team - Reality<sup>exp</sup> WORK Home Phone: 320-274-6160  
 Address: 125 Oak Ave N. P.O. Box 99 Fax Number: N/A  
 City, State, Zip: Annandale, MN 55302 Email Address: tracieheartofthelakessteam.com  
 Event Name: Movie in the Park Event Date: 8/15/24  
 Event time (start and end): 6:30pm - 10:30pm Estimated number of participants: 100  
 Event Description: Community event showing a movie

Serving alcohol and/or food? Yes/no Business/liquor License holder: NO  
 Contact person: Traci Schultz Phone number: 763-238-9733<sup>(cell)</sup> / 320-274-6160<sup>(office phone)</sup>

Starting location (if applicable): \_\_\_\_\_  
 Ending location (if applicable): \_\_\_\_\_  
 Area(s) to be closed off during event (you must also supply a map of area/route to be closed off): N/A

Safety Procedures (ie: traffic control, event personnel, etc): N/A

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: 8/28/23

OFFICE USE ONLY - ANNANDALE POLICE DEPARTMENT	
Number of cars required: <u>0</u>	Number of officers required: <u>0</u> x \$40/hour = \$ _____
APD comments: <u>N/A</u>	
APD approval signature: <u>P. Standop</u>	Date: <u>9-5-23</u>
City Council approval (if applicable) yes/no	Date: _____



# ANNANDALE POLICE DEPARTMENT

## Special Event Application

Name: Andy Daniels Home Phone: n/a Cell: 320 980 1835  
 Address: 1011 Bay Circle Fax Number: n/a  
 City, State, Zip: Annandale MN 55302 Email Address: info@southbrookgrille.com  
 Event Name: Ribfest Event Date: 9-23-23  
 Event time (start and end): 2pm - 7pm Estimated number of participants: \_\_\_\_\_  
 Event Description: Ribfest at Southbrook's parking lot (plus car show)

Serving alcohol and/or food?  Yes  No Business/liquor License holder: Southbrook Grille  
 Contact person: Andy Daniels Phone number: 320 980 1835  
 Starting location (if applicable): Southbrook Golf Course Parking lot  
 Ending location (if applicable): Same

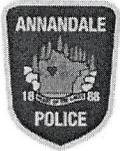
Area(s) to be closed off during event (you must also supply a map of area/route to be closed off): \_\_\_\_\_  
Southbrook's entire parking lot

Safety Procedures (ie: traffic control, event personnel, etc): Traffic Control and Volunteers

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: 9-1-23

<b>OFFICE USE ONLY - ANNANDALE POLICE DEPARTMENT</b>	
Number of cars required: <u>0</u>	Number of officers required: <u>0</u> x \$40/hour = \$ _____
APD comments: <u>Follow safety plans Stated</u>	
APD approval signature: <u>[Signature]</u>	Date: <u>9-5-23</u>
City Council approval (if applicable) <input type="checkbox"/> yes <input type="checkbox"/> no	Date: _____



# ANNANDALE POLICE DEPARTMENT

## Special Event Application

Name: Spilled Grain Brewhouse Home Phone: 320-274-1129  
 Address: 300 Elm St E Fax Number: \_\_\_\_\_  
 City, State, Zip: Annandale, MN 55302 Email Address: spilledgrain@gmail.com  
 Event Name: Oktoberfest Event Date: September 23rd, 2023  
 Event time (start and end): 2pm-10pm Estimated number of participants: 500  
 Event Description: Oktoberfest parking lot party

Serving alcohol and/or food?  Yes /  no Business/liquor License holder: Spilled Grain Brewhouse  
 Contact person: Anastacia Schnabel Phone number: 763-438-0148

Starting location (if applicable): \_\_\_\_\_

Ending location (if applicable): \_\_\_\_\_

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

Parking lot, similar layout to previous Oktoberfests

Safety Procedures (ie: traffic control, event personnel, etc): \_\_\_\_\_

See attached safety layout and information

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: Anastacia Schnabel Date: 9/5/23

OFFICE USE ONLY – ANNANDALE POLICE DEPARTMENT

Number of cars required: 0 Number of officers required: 0 x \$40/hour = \$ \_\_\_\_\_

APD comments: Follow safety plans listed

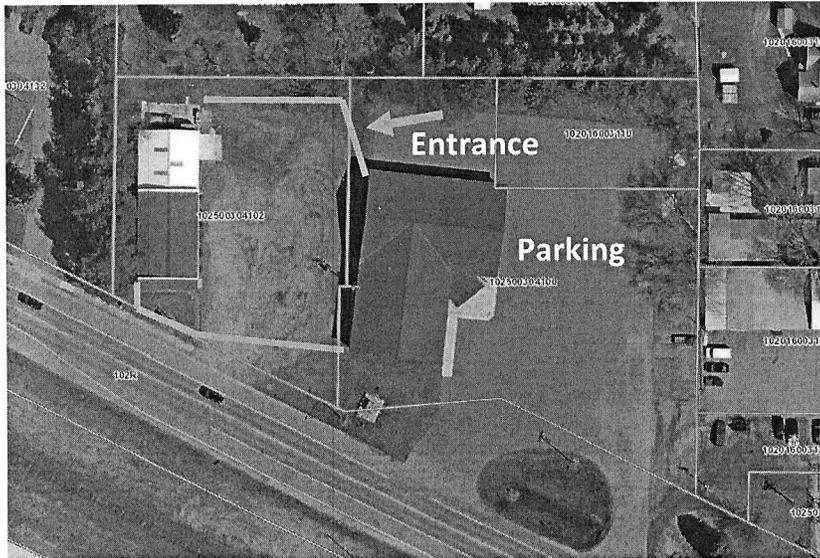
APD approval signature: [Signature] Date: 9-7-23

City Council approval (if applicable) yes/no \_\_\_\_\_ Date: \_\_\_\_\_

**Spilled Grain Brewhouse Oktoberfest (Similar to Oktoberfest event 2022)**

**Saturday, September 23<sup>rd</sup>, 2023**

**2pm-10pm**



**Map Legend**

----- Snow Fence barricade

**Event Main Contact**

**Anastacia Schnabel – 763-438-0148**

**Alternate Contacts**

**Jacob Schnabel – 701-306-8266**

**Event security includes:**

- Fencing along all exposed property
- One main entrance
- ID Checks/Wristbands at main entrance
- Patio included in snow fence barricade
- Porta-Potties in fenced-in area
- Garbage cans in fenced-in area
- Parking agreement with Petty Brothers
  - We are adjusting our open times and are starting the event at 2pm so not to create too much of a traffic jam at Petty Brothers
- Staff/Volunteers will be directing traffic and parking – and will have bright t-shirts on
- Minimum of 2 staff/volunteers in parking area at Petty Brothers at all times
- Music is scheduled from 330-10pm
- Neighbors will be notified of event and music schedule
- All beer will be served in plastic cups – we will have Oktoberfest glasses for sale, too
- All volunteers/staff will have bright t-shirt on



# City Council Agenda

September 11, 2023

**Agenda Section:** Consent

**Agenda No.** 6D

**Report From:** Chief Townsend

**Agenda Item:** Appoint Fire Fighter

**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**

The Fire Department is recommending the appointment of Dan Champlin to the position of Fire Fighter.

**Recommended Action**

Motion to approve as presented

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**Attachments:**

None



# City Council Agenda

September 11, 2023

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

**Agenda No.** 6E  
**Agenda Item:** St. Ignatius Request

## 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: Compliance                          |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails      |   |

---

## Background

St. Ignatius is requesting a Lawful Gambling applications and Temporary On-Sale Liquor License for their 2/10/24 event held at the Church.

## Recommended Action

Motion to approve as presented

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## Attachments:

Applications

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Church of St. Ignatius of Annandale, MN Previous Gambling Permit Number: X- 35805-23-013

Minnesota Tax ID Number, if any: 7202617 Federal Employer ID Number (FEIN), if any: 41-0943205

Mailing Address: PO Box 126

City: Annadale State: MN Zip: 55302 County: Wright

Name of Chief Executive Officer (CEO): Father John Meyer

CEO Daytime Phone: 320-274-8828 CEO Email: frmeyer@churchofsttimothy.org  
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): parishoffice@stignatiusmn.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal  Religious  Veterans  Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division  
60 Empire Drive, Suite 100  
St. Paul, MN 55103  
Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Church of St. Ignatius of Annandale of Annandale, MN

Physical Address (do not use P.O. box): 35 Birch Street East

Check one:

City: Annandale Zip: 55302 County: Wright

Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): February 10, 2024

Check each type of gambling activity that your organization will conduct:

Bingo  Paddlewheels  Pull-Tabs  Tipboards  Raffle

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**LG220 Application for Exempt Permit**

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**CITY APPROVAL  
for a gambling premises  
located within city limits**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before submitting application to the Gambling Control Board.**

**COUNTY APPROVAL  
for a gambling premises  
located in a township**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**  
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature must be CEO's signature; designee may not sign)

Print Name: Father John Meyer

**REQUIREMENTS** **MAIL APPLICATION AND ATTACHMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**Mail application with:**

\_\_\_\_\_ a copy of your proof of nonprofit status; and  
\_\_\_\_\_ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**  
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; and individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

<p style="text-align: center;"><b>How You May Spend Gambling Funds</b></p>	<p style="text-align: center;"><b>How You May Not Spend Gambling Funds</b></p>
<p><b>Allowable expenses</b> - Gambling funds may be spent for allowable expenses, such as:</p> <ul style="list-style-type: none"> <li>• gambling equipment (pull-tabs, bingo paper, bingo blower, paddlewheel tickets, tipboard games);</li> <li>• advertising;</li> <li>• printing raffle tickets; or</li> <li>• any services or goods that are directly related to the conduct of your gambling.</li> </ul> <p><b>Charitable contributions</b> - Gambling funds may be spent for the following charitable contributions (lawful purpose):</p> <ul style="list-style-type: none"> <li>• to or by 501(c)(3) organization and 501(c)(4) festival organizations;</li> <li>• relieving the effects of poverty, homelessness, or disability;</li> <li>• problem gambling programs approved by the Minnesota Department of Human Services;</li> <li>• public or private nonprofit school;</li> <li>• scholarships (if a contribution is made to a scholarship fund, it must be made to a nonprofit organization whose primary mission is to award scholarships);</li> <li>• church;</li> <li>• recognition of military service (open to public or active military personnel in need);</li> <li>• activities and facilities benefiting youth under age 21;</li> <li>• citizen monitoring of surface water quality, with data submitted to Minnesota PCA;</li> <li>• unit of government (NOTE: A direct contribution to a law enforcement or prosecutorial agency is not allowed);</li> <li>• wildlife management projects or activities that benefit the public-at-large, with DNR approval;</li> <li>• grooming and maintaining snowmobile or all-terrain trails that are grant-in-aid trails, or other trails open to public use, with DNR approval;</li> <li>• supplies and materials for DNR training and educational programs;</li> <li>• nutritional programs, food shelves, and congregate dining programs primarily for persons who are 62 or older or disabled;</li> <li>• community arts organizations or programs;</li> <li>• humanitarian service recognizing volunteerism or philanthropy; and</li> <li>• acquisition and repair of real property and capital assets (contact the Gambling Control Board for requirements).</li> </ul>	<ol style="list-style-type: none"> <li>1. <b>Controlled contribution</b> - An organization may not retain any control over any contribution made from gambling funds. The only exception is for expenditures by a 501(c)(3) organization or a 501(c)(4) festival organization to its general fund.</li> <li>2. <b>Financial gain</b> - A contribution or expenditure may not be made if it results in any monetary, economic, financial, or material benefit to the organization making the contribution or expenditure.</li> <li>3. <b>Government</b> - An expenditure may not be made for: <ul style="list-style-type: none"> <li>• influencing the nomination or election of a candidate for public office;</li> <li>• promoting or defeating a ballot question; or</li> <li>• any activity intended to influence an election or a governmental decision-making process.</li> </ul> </li> <li>4. <b>Law enforcement</b> - A direct contribution may not be made to a law enforcement or prosecutorial agency.</li> <li>5. <b>Pension</b> - A contribution may not be made to a government pension or retirement fund, such as a fire relief association.</li> <li>6. <b>Conflict of interest</b> - A contribution or expenditure may not be made if it is not allowed under the conflict of interest provisions of the Minnesota Nonprofit Corporation Act, Minnesota Statutes, Section 317A.255.</li> <li>7. <b>Alcohol</b> - An expenditure may not be made for the purchase of any intoxicating liquor, wine, or malt beverages.</li> <li>8. <b>Fundraising</b> - An expenditure may not be made for fundraising costs, except as allowed for a 501(c)(3) organization or 501(c)(4) festival organization from its general fund.</li> <li>9. <b>Other organizations</b> - With few exceptions, gambling funds may not be contributed to other organizations or clubs such as veterans, fraternal, Lions, etc. unless it is a 501(c)(3) organization.</li> <li>10. <b>Other contributions</b> - A contribution may not be made to a 501(c)(3) organization or another entity with the intent or effect of not complying with lawful purpose restrictions or requirements.</li> </ol>

**BINGO AND RAFFLE – Checklist for Excluded/Exempt Permits**

The purpose of this form is to help your organization conduct excluded/exempt gambling in compliance with the requirements listed below. Exempt and Excluded activities cannot be conducted in the same calendar year. The five forms of lawful gambling are bingo, paddlewheels, pull-tabs, raffles and tipboards. Detailed information regarding each requirement is available by clicking on the following links [in blue italics]: 1) applicable statutes and rules; 2) the [Lawful Gambling Manual](#); 3) the online class, “[Conduct of Raffles](#)”; and 4) the [phone number and email address](#) of your county’s Licensing (license, permits and leases) and Compliance (conduct and reporting) Specialists.

Check Box	<b>RAFFLES</b>
	1. Tickets are printed in accordance with MN Rule <a href="#">7861.0310</a> .
	2. Tickets contain the sequential number of the raffle ticket. Theatre style tickets may be used. ( <a href="#">349.173</a> )
	3. A list of prizes and a statement of other relevant information is made available to ticket purchasers. ( <a href="#">349.173</a> )
	4. The organization must pay in full or otherwise become the owner of all prizes prior to the raffle drawing, except for raffles with gross receipts of \$60 or less. ( <a href="#">7861.0260</a> )
	5. A merchandise certificate is used when a prize requiring registration or licensure (guns, cars, ATVs, etc.) is offered. ( <a href="#">7861.0260</a> )
	6. Prizes must not consist of lawful gambling equipment including raffle tickets for another raffle. ( <a href="#">7861.0260</a> )
	7. The total value of lawful gambling prizes awarded (use fair market value for donated prizes) does not exceed \$50,000 in a calendar year. ( <a href="#">349.166</a> )
	8. Cash must not be substituted for merchandise prizes that have been won. ( <a href="#">7861.0260 Subp. 4C(2)</a> )
	9. Alcohol is only awarded as a prize to persons who demonstrate that they are 21 years of age or older. ( <a href="#">340A.707</a> )
	10. Only cash, personal checks, cashier’s checks, money orders, travelers’ checks, and debit cards may be accepted for the purchase of tickets (NO CREDIT CARDS – NO INTERNET SALES). ( <a href="#">349.2127</a> ) ( <a href="#">7861.0260</a> )
	11. The method of winner selection cannot be manipulated or based on the outcome of an event not under the organization’s control. ( <a href="#">349.173</a> )
	12. Persons are not required to be present at a raffle drawing to be eligible to win. ( <a href="#">349.173</a> ) ( <a href="#">7861.0310</a> )
	13. Raffle tickets are not sold to or won by persons under age 18. ( <a href="#">349.181</a> ) ( <a href="#">7861.0310</a> )
	14. Purchasers are not required to buy anything other than the ticket. ( <a href="#">349.173</a> ) ( <a href="#">7861.0310</a> )
	15. Clear and legible house rules in accordance with MN Rule <a href="#">7861.0310</a> are prominently posted at the point of winner selection.
	16. An exempt permit financial report ( <a href="#">LG220A</a> ) must be submitted to the Gambling Control Board within 30 days of the gambling occasion. ( <a href="#">349.166</a> )
<b>BINGO</b>	
	1. Clear and legible house rules in accordance with MN Rule <a href="#">7861.0270</a> are prominently posted at the point of winner selection.
	2. House rules include the policy on declaring bingo and last number called. ( <a href="#">7861.0270 Subp. 2A(1)</a> )
	3. House rules include the reasons for potentially cancelling bingo occasions. ( <a href="#">7861.0270 Subp. 2A(1)</a> )
	4. All sales must be on a cash basis and take place at the permitted premises during or immediately prior to the bingo occasion. (NO CREDIT CARDS – NO INTERNET SALES) ( <a href="#">7861.0270 Subp. 5B(1)</a> )
	5. Bingo paper must not be offered for free or discounted unless the price is reduced with a coupon. ( <a href="#">7861.0270 Subp. 5B(7)</a> )
	6. Bingo balls must be available for inspection by at least one player before the occasion begins to determine that all are present and in operating condition. ( <a href="#">7861.0270 Subp. 3A</a> )
	7. No reservation of bingo cards or bingo paper for any person ( <a href="#">7861.0270 Subp. 3F</a> )
	8. Bingo records (including bingo program) must be kept for 3½ years. ( <a href="#">7861.0270 Subp. 11</a> )
<b>BINGO AND RAFFLES</b>	
	1. Gambling records must be kept for 3½ years. ( <a href="#">7861.0310</a> )
	2. Gambling funds may only be spent for allowable expenses and lawful purposes. ( <a href="#">349.12 Subd. 3a</a> ) ( <a href="#">349.12 Subd. 25</a> ) ( <a href="http://mn.gov/gcb/faq-exemptexcluded.html">mn.gov/gcb/faq-exemptexcluded.html</a> ) and ( <a href="http://mn.gov/gcb/assets/infosheetspendinggamblingfunds.pdf">mn.gov/gcb/assets/infosheetspendinggamblingfunds.pdf</a> )



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
 651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date of organization	Tax exempt number
Church of St. Ignatius	03-12-1884	7202617

Organization Address (No PO Boxes)	City	State	Zip Code
35 Birch Street East	Annadale	MN	55302

Name of person making application	Business phone	Home phone
Father John Meyer	320-274-8828	

Date(s) of event	Type of organization	<input type="checkbox"/> Microdistillery	<input type="checkbox"/> Small Brewer
02-10-2024	<input type="checkbox"/> Club	<input type="checkbox"/> Charitable	<input checked="" type="checkbox"/> Religious
	<input type="checkbox"/> Other non-profit		

Organization officer's name	City	State	Zip Code
Father John Meyer	Annandale	MN	55302

Organization officer's name	City	State	Zip Code
		MN	

Organization officer's name	City	State	Zip Code
		MN	

Location where permit will be used. If an outdoor area, describe.

35 Birch Street East  
 Parish Dining Hall, Lower Level

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

\_\_\_\_\_  
 City or County approving the license

\_\_\_\_\_  
 Date Approved

\_\_\_\_\_  
 Fee Amount

\_\_\_\_\_  
 Permit Date

Event in conjunction with a community festival  Yes  No

\_\_\_\_\_  
 City or County E-mail Address

\_\_\_\_\_  
 Current population of city

\_\_\_\_\_  
 Please Print Name of City Clerk or County Official

\_\_\_\_\_  
 Signature City Clerk or County Official

**CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event**

**No Temp Applications faxed or mailed. Only emailed.**

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



# City Council Agenda

September 11, 2023

**Agenda Section:** Consent

**Agenda No.** 6F

**Report From:** Kelly Hinnenkamp  
City Administrator

**Agenda Item:** Call Public Hearings

## 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 checked="" type="checkbox"/> Other: Compliance    |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails |  |

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## Background

Staff is requesting Council to call a public hearing on October 2, 2023 for the following:

- Assessments- Lake John Utilities Improvement
- Assessments- Hemlock Improvements
- Assessments- Delinquent Accounts

## Recommended Action

Motion to approve as presented

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## Attachments:

None

**City of Annandale  
Resolution 23-\_\_**

**Resolution Declaring Cost to be Assessed,  
and Ordering Preparation of Proposed Assessment**

WHEREAS, a contract has been let for the 2023 Hemlock Improvement Project and the expenses incurred or to be incurred in the making of such improvement amount to \$3,325,522.

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

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$197,784 and the portion of the cost to be assessed against benefited property owners is declared to be \$351,433.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January, 2024 and shall bear interest at the rate of 5.35% percent per annum from the date of the adoption of the assessment resolution.<sup>i</sup>
3. The city clerk, with the assistance of the city engineer (consulting engineer), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the council this 11th day of September, 2023.

\_\_\_\_\_  
Mayor

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

\_\_\_\_\_

**City of Annandale  
Resolution 23-\_\_**

**Resolution Declaring Cost to be Assessed,  
and Ordering Preparation of Proposed Assessment**

WHEREAS, a contract has been let for the 2023 Lake John Utility Extension and the contract price for such improvement is \$\_\_\_\_, and the expenses incurred or to be incurred in the making of such improvement amount to \$\_\_\_\_ so that the total cost of the improvement will be \$\_\_\_\_\_.

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

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$\_\_\_\_ and the portion of the cost to be assessed against benefited property owners is declared to be \$\_\_\_\_\_.
2. Assessments shall be payable in equal annual installments extending over a period of \_\_ years, the first of the installments to be payable on or before the first Monday in January, 2024 and shall bear interest at the rate of 5.3% percent per annum from the date of the adoption of the assessment resolution.<sup>i</sup>
3. The city clerk, with the assistance of the city engineer (consulting engineer), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the council this 11th day of September, 2023.

\_\_\_\_\_  
Mayor

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

\_\_\_\_\_

**City of Annandale  
Resolution 23-\_\_**

**Resolution for Hearing on Proposed Assessment**

WHEREAS, by a resolution passed by the council on September 11, 2023, the city clerk was directed to prepare a proposed assessment of the cost of the Delinquent Utility Accounts, and,

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his/her office for public inspection,

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

1. A hearing shall be held at 6:30 PM on October 2, 2023 the city hall located at 30 cedar Street East to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Annandale, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City of Annandale the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 11th day of September, 2023.

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Mayor

ATTEST:

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City Administrator

**City of Annandale  
Resolution 23-\_\_**

**Resolution for Hearing on Proposed Assessment**

WHEREAS, by a resolution passed by the council on September 11, 2023, the city clerk was directed to prepare a proposed assessment of the cost of Hemlock Improvements, and,

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his/her office for public inspection,

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

1. A hearing shall be held at 6:30 PM on October 2, 2023 the city hall located at 30 cedar Street East to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Annandale, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City of Annandale the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 11th day of September, 2023.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

**City of Annandale  
Resolution 23-\_\_**

**Resolution for Hearing on Proposed Assessment**

WHEREAS, by a resolution passed by the council on September 11, 2023, the city clerk was directed to prepare a proposed assessment of the cost of Lake John Utility Extension, and,

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his/her office for public inspection,

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

1. A hearing shall be held at 6:30 PM on October 2, 2023 the city hall located at 30 cedar Street East to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the improvement. She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Annandale, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City of Annandale the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 11th day of September, 2023.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator



# City Council Agenda

September 11, 2023

**Agenda Section:** Consent

**Report From:** Planning

**Agenda No.** 6H

**Agenda Item:** Consideration of a request for Site Plan Review for an approximately 4,800 square foot building and Conditional Use Permit for Exterior Storage in the Industrial District (I-1)  
Applicant: Matt Bronder

**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: Planning and Zoning Item |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails |   |

**SITE INFORMATION & BACKGROUND**

**PID:** 102-076-002021  
**Legal Description:** Lengthy – See City Hall  
**Zoning District:** Industrial District (I-1)  
**Comprehensive Plan:** Industrial  
**Surrounding Site Use:** North: I-1/Industrial  
East: I-1/Industrial  
South: I-1/Industrial  
West: I-1/Industrial

**Planning Case Number:** 2023-08

**Deadline for Decision:** **October 6, 2023 (60-day deadline)**  
December 5, 2023 (120-day deadline)

**Project Description:**

Matt Bronder has applied for site plan review for a 4,800 square foot building and conditional use permit for exterior storage for a property (currently owned by the City) in the Annandale Business Park 3rd Addition. The applicant proposes to have his general contracting, new construction, and remodeling business located on the parcel.

**Site Plan Review**

Prior to the issuance of a building permit for the new construction or expansion of any principal or accessory structure, a site plan must be submitted for review. Site plans for industrial principal structures are required to be reviewed by the Planning Commission and City Council. The Planning Commission must review and comment on the site plan with recommendations to be forwarded to the City Council.



The applicant proposes to develop the site with a 60' x 80' x 16' (4,800 square foot) building and an associated driveway and parking lot. There is also a fenced outdoor storage area identified on the plan.

#### Setbacks & Performance Standards –

For industrial uses, the code allows for one principal building to be located on a lot. The proposal is for a single structure. No plans for additional structures have been provided.

The lot area occupied by structures may not exceed 50% of the total lot area. The proposed structure is about 10% of the lot area.

Buildings are permitted to be 40 feet in height. The proposed structure is around 16 feet in height.

In the Industrial District, the required setbacks from property lines are 30 feet to the front, 20 feet to the rear, and 15 to the sides. The proposed structure is about 60 feet to the front, 51 feet to the rear, 24 feet to the side (west), and 105 feet to the side (east).

#### Building Elevations –

Section 150.49 of the Zoning Ordinance requires that “all buildings shall maintain a high standard of architectural and aesthetic compatibility with surrounding properties to ensure that they will not adversely impact the property values of the abutting properties or adversely impact the public health, safety, and general welfare.” The ordinance requires that exterior building finishes shall consist of materials comparable in grade and quality to brick; natural stone; decorative concrete block; cast in place concrete or precast concrete panels; wood, provided the surfaces are finished for exterior use and wood of proven exterior durability is used, such as cedar, redwood, cypress; (or metal or vinyl siding manufactured to resemble wood siding); curtain wall panels of steel, fiberglass and aluminum (nonstructural, nonload bearing), provided such panels are factory fabricated and finished with a durable nonfade surface and their fasteners are of a corrosion resistant design; glass curtain wall panels; or stucco.

The ordinance states that “in industrial districts, the street facing front façade of all buildings shall not be more than 70% metal exterior finishes. A minimum of 30% shall consist of brick; stone, natural and textured cast stone; concrete masonry with integral color and texture (such as split rock faced concrete block) or with exterior surfaces that have been treated with a decorative applied, surface texture, and color other than paint; or cast in place concrete or pre-cast concrete panels.”

The applicant is proposing a metal building. The street facing façade includes a steel wainscot and LP siding for the remaining portion of the elevation. The applicant noted that he would be willing to install a stone wainscot to match other properties in the business park. This would need to be done in order to fulfill the requirement that 30% of the front façade is of stone, brick, or similar materials.

The remainder of the building is proposed to be a two-tone metal building. The roof is proposed to be metal, as well. Concealed/hidden fasteners must be used for roofing.



#### Lighting -

Section 150.49 states that any artificial lighting used to illuminate an off-street parking area, sign, or other structure, shall be arranged so as to deflect light away from any adjoining property or from public streets. The source of lights shall be hooded or controlled in some manner so as not to light adjacent property. Bare incandescent light bulbs shall not be permitted in view of adjacent property or public right of way. Any light or combination of lights which cast light on a public street shall not exceed 1 foot candle (meter reading) as measured from the centerline of said street. Any light or combination of lights which cast light on adjoining property shall not exceed 0.4 candles (meter reading) as measured from said property. A lighting plan was not provided. This will need to be provided prior to the issuance of any building permits.

#### Signage –

Signs are permitted up to 15% of the front façade. No signs were proposed with this project. Signs require separate building permits.

#### Access and Parking –

Section 150.50 of the Zoning Ordinance states the City's parking requirements. Off-street parking areas and driveways must provide for proper drainage of surface water and shall be improved to provide a durable and dust-free hard surface. Required off-street parking is not permitted to be utilized for open storage of goods or for the storage of vehicles which are inoperable or for sale or rent. Also, parking shall not be allowed in areas that are not designated for off-street parking, including open space.

Parking areas shall be designed to as to provide adequate means of access to a public alley or street. Such driveway access shall not exceed 30 feet in width and shall be so located as to cause the least interference with traffic movement. The proposed driveway to the site is 14 feet in width. A minimum of 24 feet in width is required to accommodate two way traffic.

All off-street parking areas of more than 6 spaces shall have permanent curbing not less than 5 feet from the property line and grass or plantings shall occupy the space between the property line and curb. The proposed parking area is about 38 feet from the property line. Landscaping is proposed between the right-of-way and parking area.

Parking for this use is required at 1 stall per 750 square feet of building. The applicant is proposing 6 stalls. One additional stall will be required and should be a handicap accessible parking stall.

#### Access and Circulation –

As identified above, the driveway access entering the site is 14 feet wide. This should be increased to 24 feet to accommodate two way traffic.

#### Landscaping –

For this site, the lot area remaining after providing for off-street parking, sidewalks, driveways, building sites is required to be planted and maintained in grass, sodding, shrubs or other acceptable vegetation generally used in landscaping within one year of completion of construction of the



principal structure. At least 25% of industrially zoned lots must be landscaped open space. This project proposes a greater percent of green space than the minimum requirement.

Industrial sites must contain at a minimum 1 tree per 1,000 square feet of gross building floor area (5 trees). The ordinance requires that this include at least 25% deciduous trees (that are a minimum of 2 inches in diameter as measured six inches above the ground) and at least 25% coniferous trees that are 6 feet in height. Details on the planting size are required to verify compliance with City Code.

The outdoor storage area is required to be screened by vegetation. The landscaping plan will need to be revised to include evergreen trees around the outdoor storage area.

Land Use –

The property is guided and zoned Industrial which permits certain industrial uses. The proposed use complies with the industrial zoning district.

### **Conditional Use Permit**

In the industrial district, exterior storage is allowed by Conditional Use Permit if the following 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.

Exterior Storage / Screening –

No exterior storage is allowed other than where permitted by zoning and as shown on a site plan approved by the City Council. All approved exterior storage shall be located in the rear yard, fully fenced, fully screened, and shall be subject to building setbacks. The outdoor storage area shall be surfaced with a material to control dust and weeds and subject to the approval of the City Engineer. Outdoor storage directly upon grass or landscaping is prohibited. Exterior storage may only be



permitted as an accessory use. No outdoor storage area may be greater in size than the principal structure. No waste, junk, or hazardous materials may be stored.

The applicant proposes a “screened chain link fence” with no height stated. It is recommended that the applicant utilize a solid fence structure. The ordinance allows fences up to eight feet in height.

Outdoor storage areas are required to be screened. Screening may be provided by fences, trees, or berms. Due to this screening requirement, it may be more prudent to reorganize the landscaping plan to place evergreen trees in the rear and along the side of the outdoor storage area.

The ordinance requires that all refuse/recycling containers must be located in the rear or side yard and screened. Screening of the trash enclosure may consist of a fence, trees, shrubs and berms or similar to the principal building structure.

Grading, Drainage, and Utilities –

The City Engineer has provided comments on the site plan in regards to grading, drainage, and utilities.

#### **PLANNING COMMISSION RECOMMENDATION**

The Planning Commission reviewed the request and held a public hearing on August 30, 2023. The applicant was in attendance, but no public comments were received.

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 site plan review and conditional use permit.

#### **Attachments:**

- A. Resolution 23-XX: Approving Site Plan Review in the Industrial District
- B. Resolution 23-XX: Approving a Conditional Use Permit for Exterior Storage
- C. Aerial Image
- D. Applicant Narrative
- E. Certificate of Survey
- F. Elevations and Floorplans
- G. Site Plan
- H. City Engineer’s Letter, Dated August 21, 2023
- Z. Conditions of Approval

#### **EXHIBIT Z**

1. The applicant shall revise the front façade of the building to meet the facing requirements found in Section 150.49.



2. The landscaping plan shall be adjusted to state the species and size of the trees being planted. Sizes are required to comply with the Zoning Ordinance minimum sizes.
3. The landscaping plans shall be modified to provide screening around the outdoor storage area subject to review and approval by City Staff.
4. Plantings along the front perimeter of the building shall be provided to meet city code requirements.
5. An exterior lighting plan shall be provided if lighting is proposed. Exterior lighting shall not exceed 0.4 foot candles at any property line.
6. The applicant shall meet parking requirements.
7. A trash enclosure with screening must be designated on the site plan.
8. A survey with a building permit is required for construction.
9. Uses of the site must be allowed in the Industrial District and is required to meet all applicable City Code, including parking.
10. All comments from the City Engineer, Fire Chief, Building Official, City Attorney, and other City Staff shall be addressed.

**CITY OF ANNANDALE  
RESOLUTION 23-XX**

**RESOLUTION APPROVING SITE PLAN REVIEW  
IN THE INDUSTRIAL DISTRICT (I-1)  
1000 BUSINESS BOULEVARD | PID 102076002021**

WHEREAS, the City of Annandale has received a land use application request for Site Review from Matt Bronder to construct 4,800 square foot building for his general contracting, new construction, and remodeling business in the Industrial District (I-1) at 1000 Business Boulevard (the “Property”); and

WHEREAS, the Property is legally described as:

That part of Lot 2, Block 2, described commencing at the Northwestern Corner of Lot 2, Block 1, Annandale Business Park 1<sup>st</sup> Addition; thence North 00 degrees 40 minutes 80 seconds East 180.00 feet; thence South 89 degrees 19 minutes 39 seconds East parallel with the North line of Lot 2, Block 1, Annandale Business Park 1<sup>st</sup> Addition, 350 feet to the point of beginning; thence continuing South 89 degrees 19 minutes 39 seconds East 308.00 feet; thence North 00 degrees 40 minutes 08 seconds East 250.04 feet; thence North 89 degrees 19 minutes 52 seconds West 308.00 to Intersection on west line which bears North 00 degrees 40 minutes 08 seconds East from the point of beginning thence South 00 degrees 40 minutes 08 seconds West 250.02 feet to the beginning except a track described on Doc. #1246346 (added to 002040), Wright County, Minnesota according to the recorded plat thereof.

WHEREAS, the Planning Commission reviewed the application on August 30, 2023; and

WHEREAS, the City Council reviewed the application on September 11, 2023; and

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

NOW THEREFORE, BE IT RESOLVED that the City Council find the site plan generally consistent with the requirements of the Annandale Zoning Ordinance and approves the site and building plan review with the following conditions:

1. The applicant shall revise the front façade of the building to meet the facing requirements found in Section 150.49.
2. The landscaping plan shall be adjusted to state the species and size of the trees being planted. Sizes are required to comply with the Zoning Ordinance minimum sizes.
3. The landscaping plans shall be modified to provide screening around the outdoor storage area subject to review and approval of City Staff.
4. Plantings along the front perimeter of the building shall be provided to meet city code requirements.

5. An exterior lighting plan shall be provided if lighting is proposed. Exterior lighting shall not exceed 0.4 foot candles at any property line.
6. The applicant shall meet minimum parking requirements.
7. A trash enclosure with screening must be designated on the site plan.
8. A survey with a building permit is required for construction.
9. Uses of the site must be allowed in the Industrial District and is required to meet all applicable City Code, including parking.
10. All comments from the City Engineer, Fire Chief, Building Official, City Attorney, and other City Staff shall be addressed.

WHEREUPON, said resolution was declared duly passed and adopted this 11th day of September 2023.

---

Shelly Jonas, Mayor

Attested:

---

Kelly Hinnenkamp, City Administrator/Clerk

**CITY OF ANNANDALE  
RESOLUTION 23-XX**

**RESOLUTION APPROVING A CONDITIONAL USE  
PERMIT FOR EXTERIOR STORAGE AT  
1000 BUSINESS BOULEVARD**

WHEREAS, the City of Annandale has received a land use application request from Matt Bronder (the “Applicant”) for a conditional use permit to allow for exterior storage at 1000 Business Boulevard (the “Property”); and

WHEREAS, the Property is legally described as:

That part of Lot 2, Block 2, described commencing at the Northwesterly Corner of Lot 2, Block 1, Annandale Business Park 1<sup>st</sup> Addition; thence North 00 degrees 40 minutes 80 seconds East 180.00 feet; thence South 89 degrees 19 minutes 39 seconds East parallel with the North line of Lot 2, Block 1, Annandale Business Park 1<sup>st</sup> Addition, 350 feet to the point of beginning; thence continuing South 89 degrees 19 minutes 39 seconds East 308.00 feet; thence North 00 degrees 40 minutes 08 seconds East 250.04 feet; thence North 89 degrees 19 minutes 52 seconds West 308.00 to Intersection on west line which bears North 00 degrees 40 minutes 08 seconds East from the point of beginning thence South 00 degrees 40 minutes 08 seconds West 250.02 feet to the beginning except a track described on Doc. #1246346 (added to 002040), Wright County, Minnesota according to the recorded plat thereof.

WHEREAS, the Applicant is proposing a principal structure that has a foundation footprint of approximately 4,800 square feet to house his general contracting, new construction, and remodeling business; and

WHEREAS, the Annandale Zoning Ordinance permits exterior storage only as an accessory use in the Industrial District when in receipt of a conditional use permit; and

WHEREAS, the Applicant is seeking a 4,800 square foot size exterior storage area; and

WHEREAS, the exterior storage will meet all other standards in the zoning ordinance; and

WHEREAS, the Planning Commission held a duly-noticed public hearing on the application on August 30, 2023; and

WHEREAS, the City Council reviewed the request on September 11, 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 exterior storage:

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.

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

1. The landscaping plans shall be modified to provide screening around the outdoor storage area subject to review and approval by City Staff.
2. All comments from the City Engineer shall be addressed.
3. All comments from City Staff and the Planning Commission shall be addressed.

WHEREUPON, said resolution was declared duly passed and adopted this 11th day of September 2023.

---

Shelly Jonas, Mayor

Attested:

---

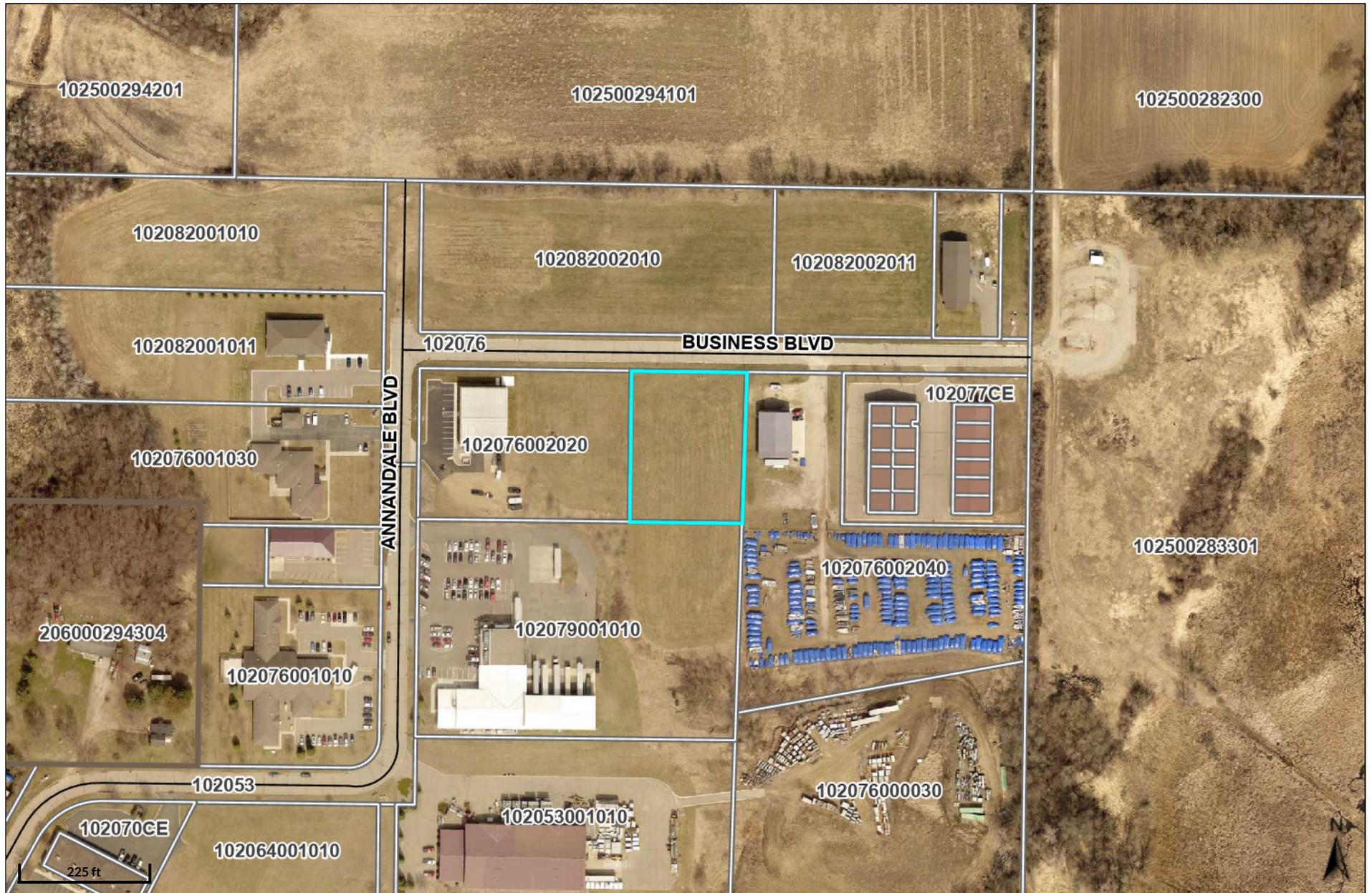
Kelly Hinnenkamp, City Administrator/Clerk

Attached:  
Site Plan

# Applicant: Matt Bronder | Request for Site Plan Review & Conditional Use Permit

Created by: City of Annandale

Legal: See City Hall | PID: 102076002021



# Narrative proposal for Bronder Construction

8/7/2023

I am the owner and operator of Bronder Construction. I do general contracting, new construction, and remodeling. I have been in business in Annandale for over 10 years.

I would like to build a 60' x 80' x 16' post frame structure with a 4/12 roof pitch, steel siding, and steel roofing. I plan to use the building for client meetings to discuss current and upcoming projects, as a place to complete wood working projects, for jobsite prefabrication, and to store equipment and tools. My building plans would include areas to accommodate all of these needs (office/conference area, bathroom facilities, storage, project space.)

Outside of the building I would like to have a gated fenced in area for outdoor storage. This area will be for concealed storage of trailers, construction equipment, telehandlers, planks, siding pump poles, shipping containers, and other items.

Matt Bronder

Bronder Construction

320-282-3042

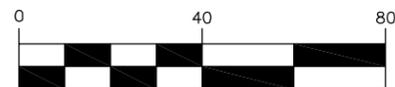


# CERTIFICATE OF SURVEY

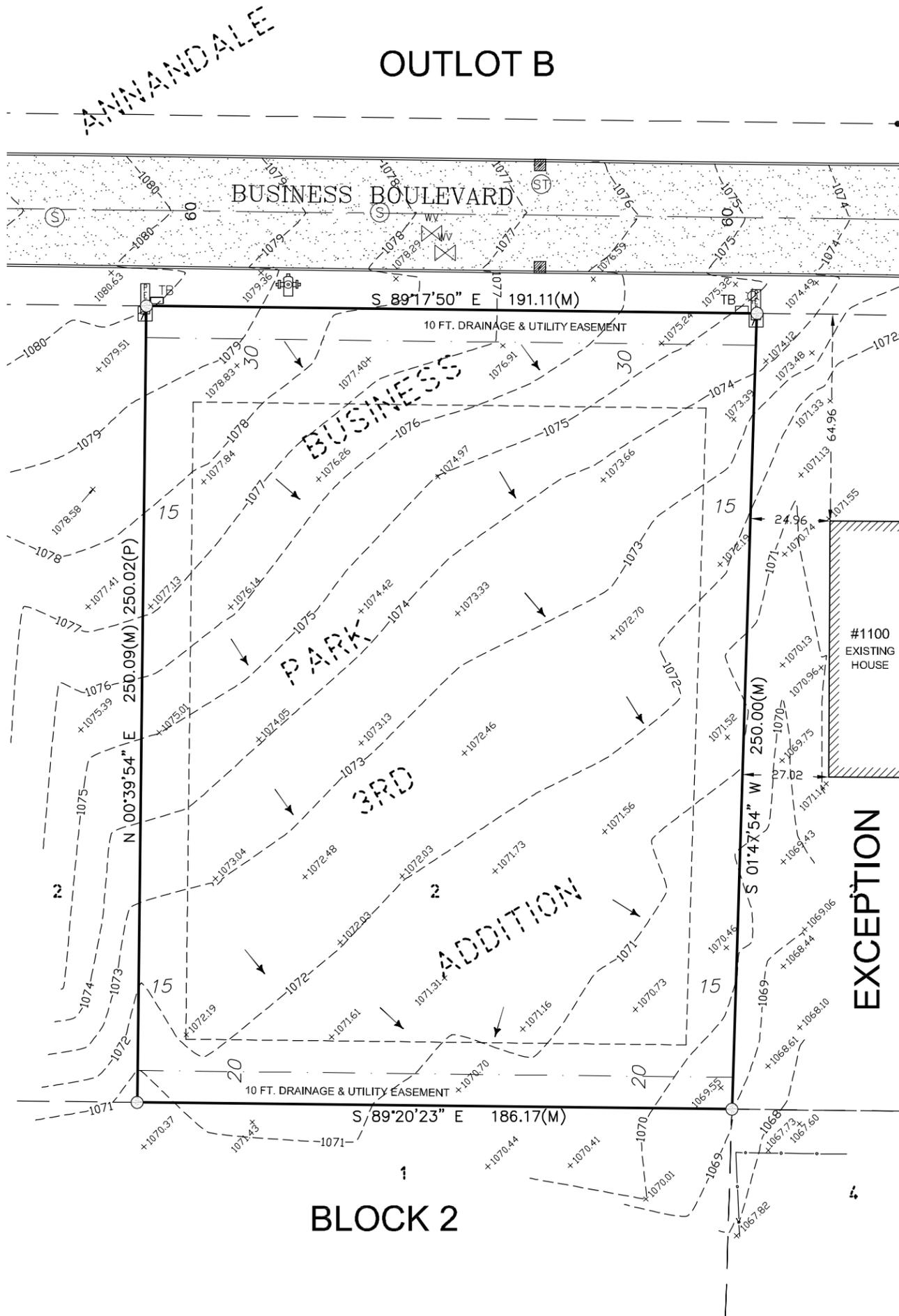
-for-  
TRAVIS GLANZER

Call 48 Hours before digging  
**GOPHER STATE ONE CALL**

Twin Cities Area 651-454-0002  
MN. Toll Free 1-800-252-1166



SCALE IN FEET



### LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES BOUNDARY LINE
- - - DENOTES LOT LINE
- - - DENOTES SETBACK LINE
- - - DENOTES EASEMENTS LINE
- x 999.99 DENOTES EXISTING SPOT ELEVATION
- 999 DENOTES EXISTING CONTOUR LINE
- [Pattern] DENOTES BITUMINOUS SURFACE
- DENOTES CHAINLINK FENCE
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- (S) DENOTES SANITARY MANHOLE
- ← DENOTES DRAINAGE FLOW
- ⊙ DENOTES LIGHT POLE
- ⊕ DENOTES FIRE HYDRANT
- ⊕ DENOTES WATER VALVE
- ⊕ DENOTES TELEPHONE BOX
- ⊕ DENOTES ELECTRIC PEDESTAL
- [Pattern] DENOTES STORM CATCH BASIN (SQUARE)
- (S) DENOTES STORM SEWER MANHOLE

### REFERENCE BENCHMARK

ELEVATION = 1066.14 (NGVD 88) MNDOT  
DISK "LAMPI".

### EXISTING HARDCOVER

TOTAL IMPERVIOUS AREA	0,000 SQ. FT.
TOTAL LOT AREA	47,164 SQ. FT.
EXISTING HARDCOVER	00.0%

### BUILDING SETBACKS

ZONING: I1 = INDUSTRIAL  
HOUSE: FRONT = 30 FT.  
REAR = 20 FT.  
SIDE = 15 FT.

**EXCEPTION**

### NOTES

1. THE BASIS OF THE BEARING SYSTEM IS ASSUMED.
2. CONTRACTOR MUST VERIFY PROPOSED ELEVATIONS.
3. NO SPECIFIC SOIL INVESTIGATION HAS BEEN COMPLETED ON THIS LOT BY THE SURVEYOR.
4. NO TITLE INFORMATION WAS PROVIDED FOR THIS SURVEY. THIS SURVEY DOES NOT PURPORT TO SHOW ALL EASEMENTS OF RECORD.
5. EXISTING UTILITIES AND SERVICES SHOWN HEREON OWNER LOCATED EITHER PHYSICALLY ON THE GROUND DURING THE SURVEY OR FROM EXISTING RECORDS MADE AVAILABLE TO US OR BY RESIDENT TESTIMONY. OTHER UTILITIES AND SERVICES MAY BE PRESENT. VERIFICATION AND LOCATION OF UTILITIES AND SERVICES SHOULD BE OBTAIN FROM THE OWNERS OF RESPECTIVE UTILITIES BY CONTACTING GOPHER STATE ONE CALL AT (651) 454-0002 PRIOR TO ANY DESIGN, PLANNING OR EXCAVATION.

### LEGAL DESCRIPTION

That part of Lot 2, Block 2, described commencing at Northerly Corner of Lot 2, Block 1, ANNANDALE BUSINESS PARK 1ST ADDITION; thence North 00 degrees 40 minutes 80 seconds East 180.00 feet; thence South 89 degrees 19 minutes 39 seconds East 308.00 feet; thence North 00 degrees 40 minutes 08 seconds East 250.04 feet; thence North 89 degrees 19 minutes 52 seconds West 308.00 feet to intersection on west line which bears North 00 degrees 40 minutes 08 seconds East from the point of beginning; thence South 00 degrees 40 minutes 08 seconds West 250.02 feet to the point of beginning except track described on Doc.#1246346 (added to 002040), Wright County, Minnesota, according to the recorded plat thereof.

PROPERTY LOCATION: PROPERTY ID 102076002021

NO.	DATE	DESCRIPTION	BY

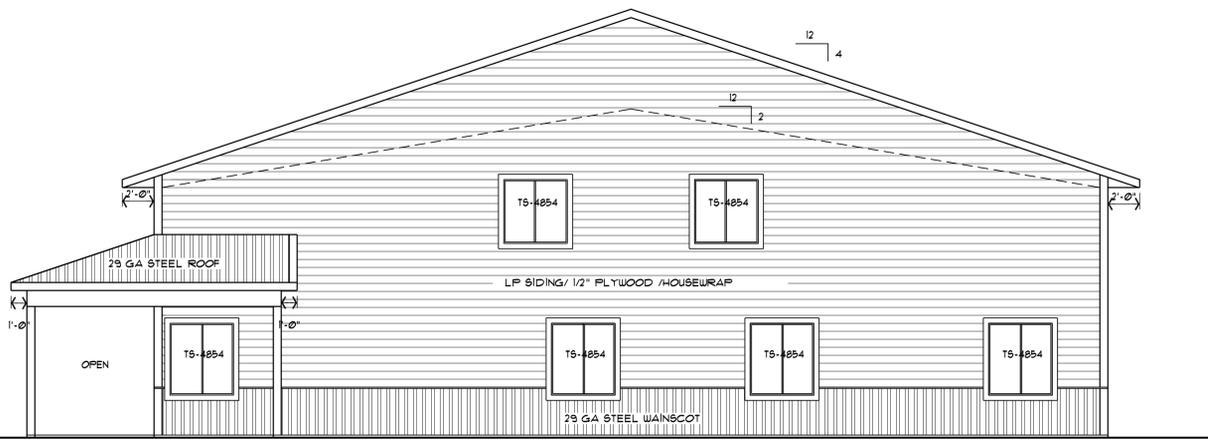


**ENGINEERING DESIGN & SURVEYING**  
6480 Wayzata Blvd. Minneapolis, MN 55426  
OFFICE: (763) 545-2800 FAX: (763) 545-2801  
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

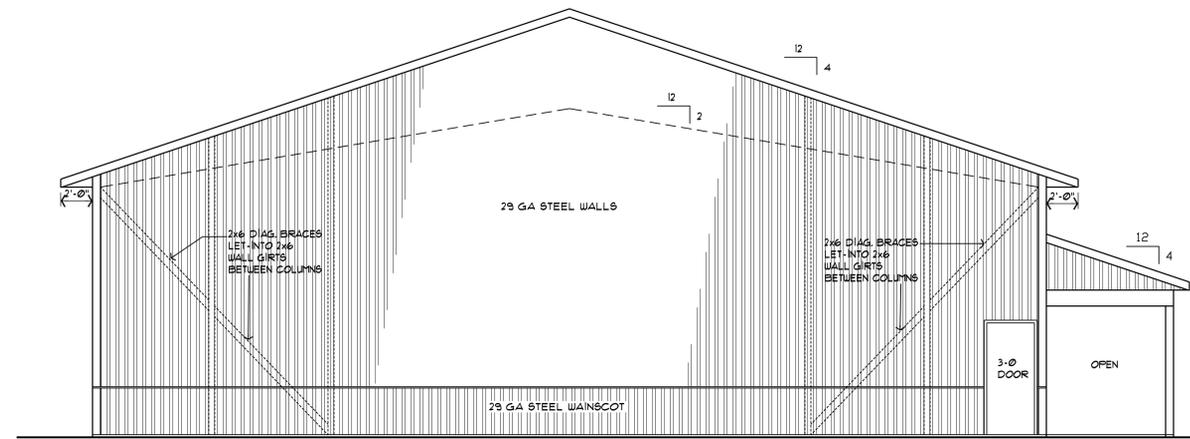
I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.  
*Vlad Sivriver*  
VLADIMIR SIVRIVER L.S. NO. 25105 DATED: 01/11/2022

FIELD WORK DATE: 12/10/2021	DRAWN BY: GST	JOB NO. 21-282
FIELD BOOK NO.: EDS-15	CHECKED BY: VS	SHEET NO. C1

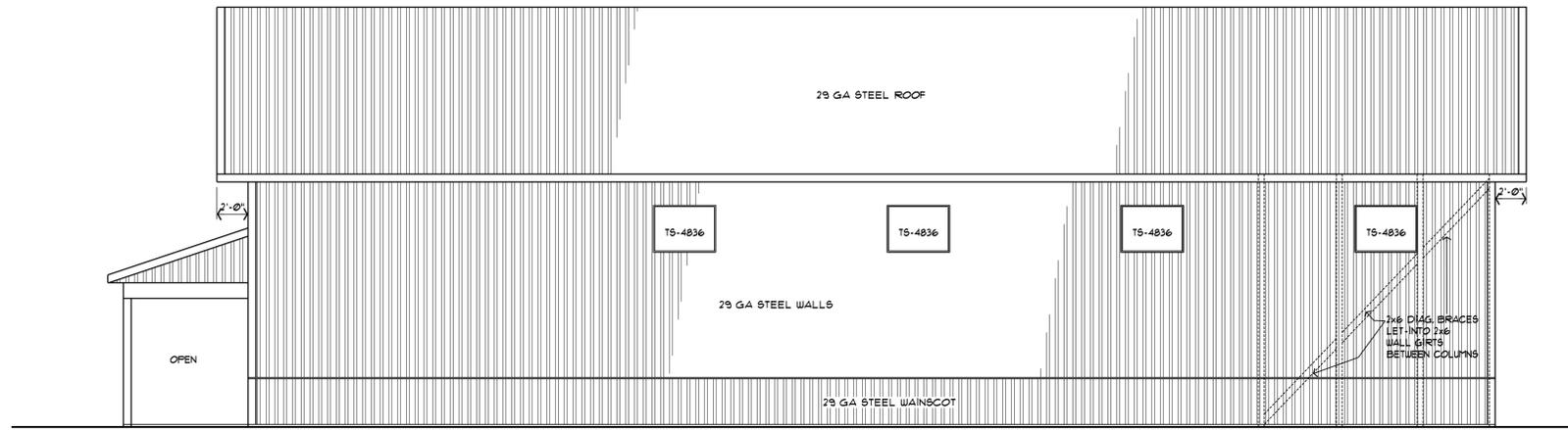




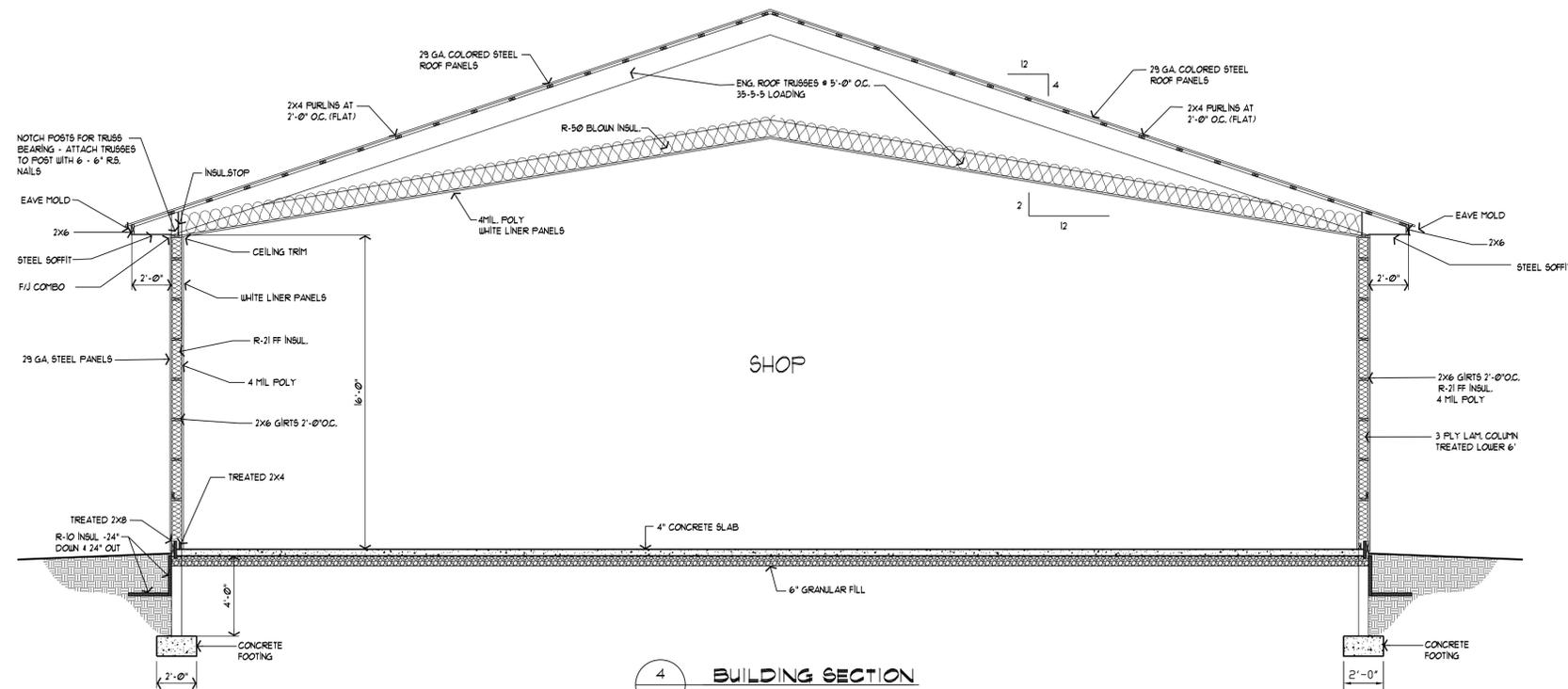
1  
A2  
**EXTERIOR ELEVATION**  
SCALE: 3/16"=1'-0"



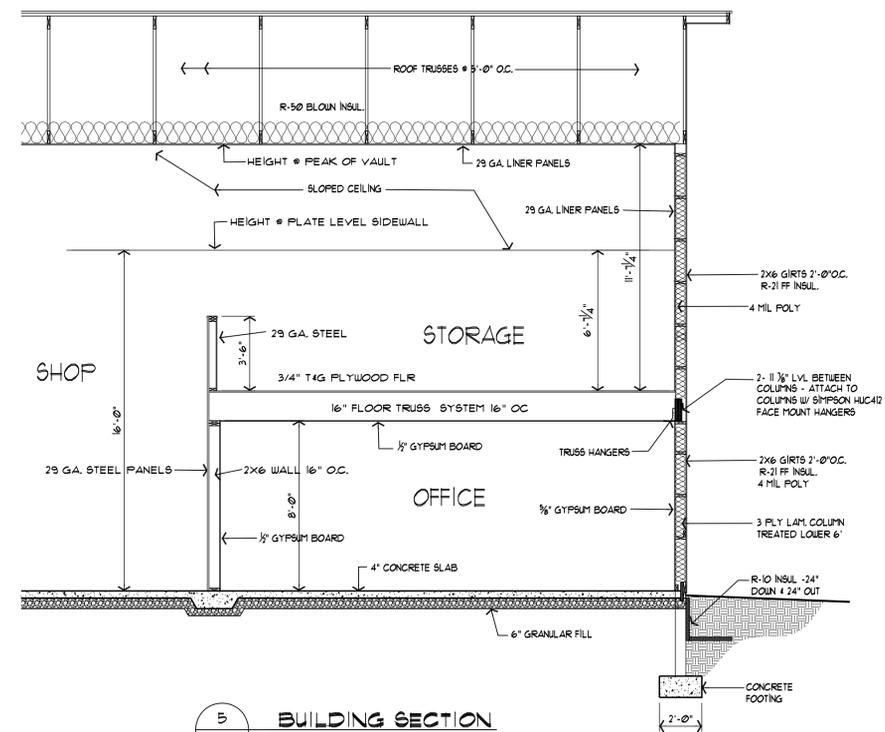
2  
A2  
**EXTERIOR ELEVATION**  
SCALE: 3/16"=1'-0"



3  
A2  
**EXTERIOR ELEVATION**  
SCALE: 3/16"=1'-0"



4  
A2  
**BUILDING SECTION**  
SCALE: 1/4"=1'-0"



5  
A2  
**BUILDING SECTION**  
SCALE: 1/4"=1'-0"

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the State of Minnesota.  
**Jared K. Larson**  
 Jared K. Larson  
 Date: 8/7/23 Reg. No. 15847

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the State of Minnesota.  
**Jared K. Larson**  
 Jared K. Larson  
 Date: 8/7/23 Reg. No. 15847

Larson Associates, Inc.  
 Architects and Engineers  
 2381 Eaken Avenue N.E.  
 Buffalo, Minnesota 55313  
 Tel. (763) 682-9530  
 larson.jed@gmail.com

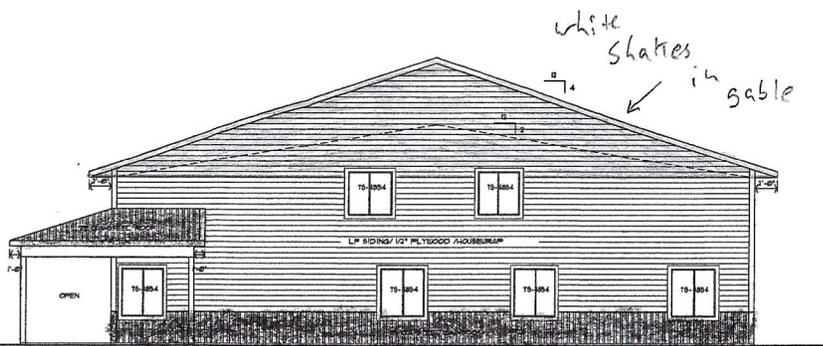
Bronder Building  
 Annandale, Minnesota

Issue Date	Remarks

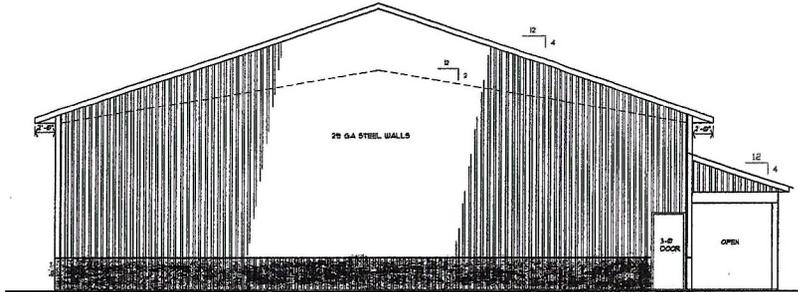
Project No.:	223067
Checked by:	JKL
Drawn by:	JKL
Date:	8/7/23

Exterior Elevations  
 Building Sections

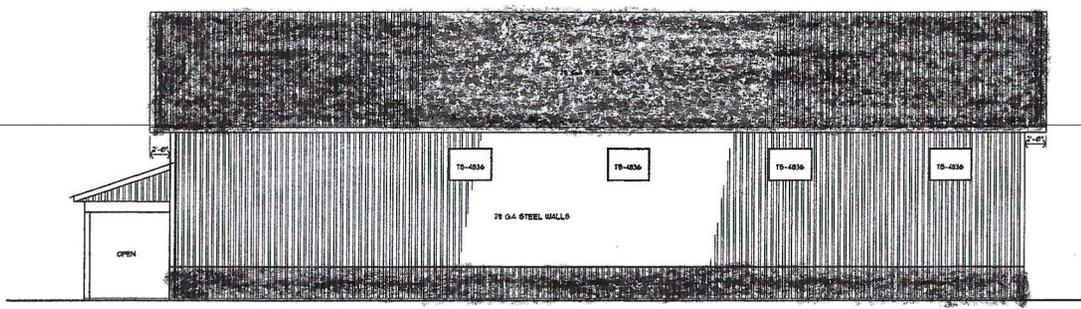
A2



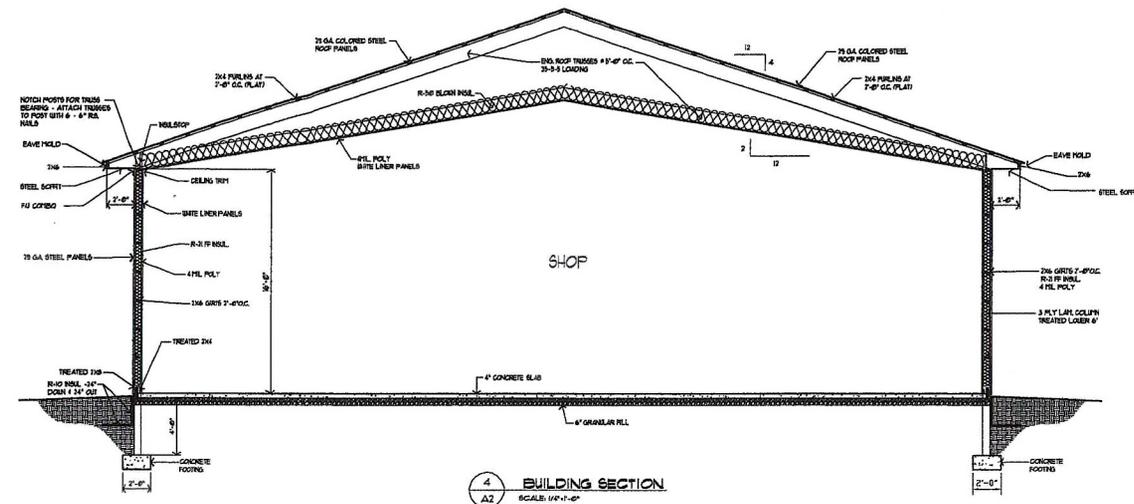
1  
A2  
**EXTERIOR ELEVATION**  
SCALE: 3/8"=1'-0"



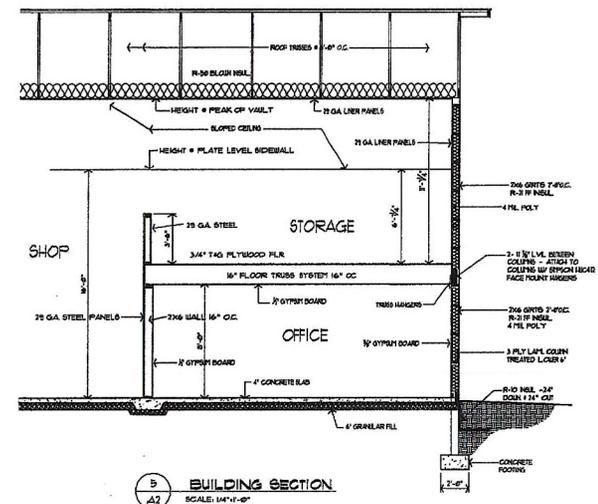
2  
A2  
**EXTERIOR ELEVATION**  
SCALE: 3/8"=1'-0"



3  
A2  
**EXTERIOR ELEVATION**  
SCALE: 3/8"=1'-0"



4  
A2  
**BUILDING SECTION**  
SCALE: 1/4"=1'-0"



5  
A2  
**BUILDING SECTION**  
SCALE: 1/4"=1'-0"

These drawings are the property of Lemson Associates, Inc. and are to be used only for the project and location specified. Any other use without the written consent of Lemson Associates, Inc. is prohibited. The user assumes all liability for any errors or omissions in these drawings.

*James K. Lemson*  
Date: 8/1/13 Reg. No. 138E



Lemson Associates, Inc.  
2111 Lake Avenue S.E.  
North, Minnesota 55313  
Phone: 763.429.1111  
Fax: 763.429.1112  
www.la3.com

**Brondor Building**  
Annandale, Minnesota

Project No: 233907  
Checked by: JKL  
Drawn by: JKL  
Date: 8/1/13  
Copyright Lemson Associates, Inc. 2013

Revision No: 233907  
Checked by: JKL  
Drawn by: JKL  
Date: 8/1/13

Exterior Elevations  
Building Section

A2

**BUILDING CODE DATA**

**Building Occupancy & Occupant Load**

Based on the Minnesota State Building Code

Broderer Building - Amnandale, Minnesota

Main Floor		
Office Area (R occupancy)	1,220 s.f. / 150 s.f. per occ.	9 people
Shop-Storage (F-1, S-1)	3,480 s.f. / 500 s.f. per occ.	11 people
Total Main Floor	4,800 s.f.	20 people
Mezzanine-Storage	1,220 s.f. / 500 s.f. per occ.	3 people
Total Building		23 people

**Allowable Building Floor Area and Occupancy Separations**

Construction Type - 5-B Construction - Non-sprinklered, Non-rated, Combustible construction

Allowable Basic Floor Area per floor

S-1 Occupancy - 9,000 s.f. per floor

F-1 Occupancy - 8,500 s.f. per floor

B Occupancy - 9,000 s.f. per floor

No occupancy separations are required per Code Table 508.4

**Attic Ventilation and Draftstopping**

Provide ventilation in the eaves and upper attic of the roof equal to 1/30th of the area of the attic space.

One draftstop is required in the attic to divide the attic space into areas of less than 3,000 sq. ft. each. See the floor plan for the draftstop locations.

**Sanitation Facilities**

Based on Chapter 29 of the Minnesota Building Code

23 People requires

1 Unisex Toilet Room with 1 water closet and 1 lavatory

**Structural Notes**

- The footings for the building are to bear natural soils or engineered capable of safely supporting a uniform load of at least 2000 pounds per square foot, without lateral settlement.
- Notify the Engineer immediately if any questionable conditions are encountered during excavation. Foundations are subject to change depending on the conditions encountered.
- Provide a minimum of 6" of compacted granular material for the base below the concrete slab area of the building.
- Roof truss, floor truss, purlin and wall girt framing is shown as a general layout only. Consider the spacing shown on the plans to be the minimum.
- All prefabricated wood trusses shall be manufactured in accordance with designs prepared by a Registered Professional Engineer. Submit shop drawings for each type of truss showing bearing locations, truss lengths, member sizes and grade of lumber, connector sizes, connecting plate size and material, and bracing locations.
- Concrete work shall comply with its current "Building Code Requirements for Reinforced Concrete" (ACI 318) as published by the American Concrete Institute.
- Install 2x6 diagonal wall bracing below the 2x6 wall girts, between columns. Attach the brace with 3 - 1/2" nails at each horizontal wall girt and toenail the 2x6 bracing to the columns.

**Design Live Loads**

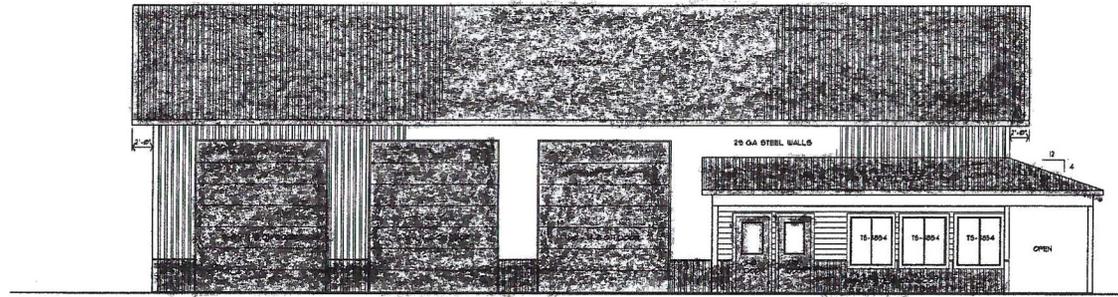
The structural design is based on the following unreduced Live Loads:

Roof (Snow) - 35 PSF  
 Floor - 100 PSF  
 Mezzanine - 75 PSF  
 Wind - 115 MPH

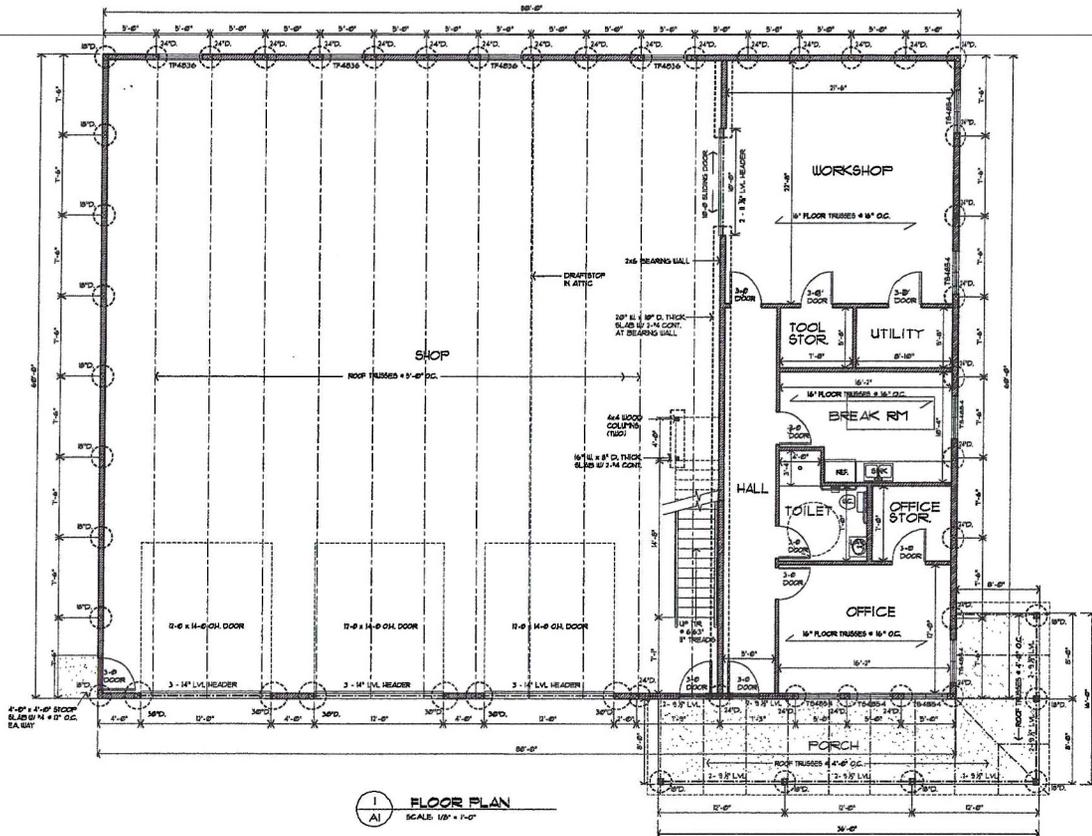
The structural design is based on the building in the completed state. Contractors shall take the necessary precautions to ensure that the building is braced during construction to resist all vertical and horizontal loads encountered.

**Material Strengths**

Concrete: 3000 psi for footings  
 4000 psi for concrete slabs  
 Lumber: Dimensional Lumber, No. 2 S.P.F., or as noted on plans  
 Laminated plates: Ply = 1,700 psi  
 LVL member: Ply = 2,400 psi  
 Soil Bearing Value: 2,000 psi (assumed)



2 EXTERIOR ELEVATION  
 SCALE: 1/8" = 1'-0"



1 FLOOR PLAN  
 SCALE: 1/8" = 1'-0"

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.  
 Date: 8/11/23 Reg. No. 13411  
 J. Paul K. Larson

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.  
 Date: 8/11/23 Reg. No. 13411  
 J. Paul K. Larson



Larson Associates, Inc.  
 2312 Dakota Avenue, S.E.  
 Minneapolis, MN 55425  
 Tel: (763) 642-5200  
 www.larsoneng.com

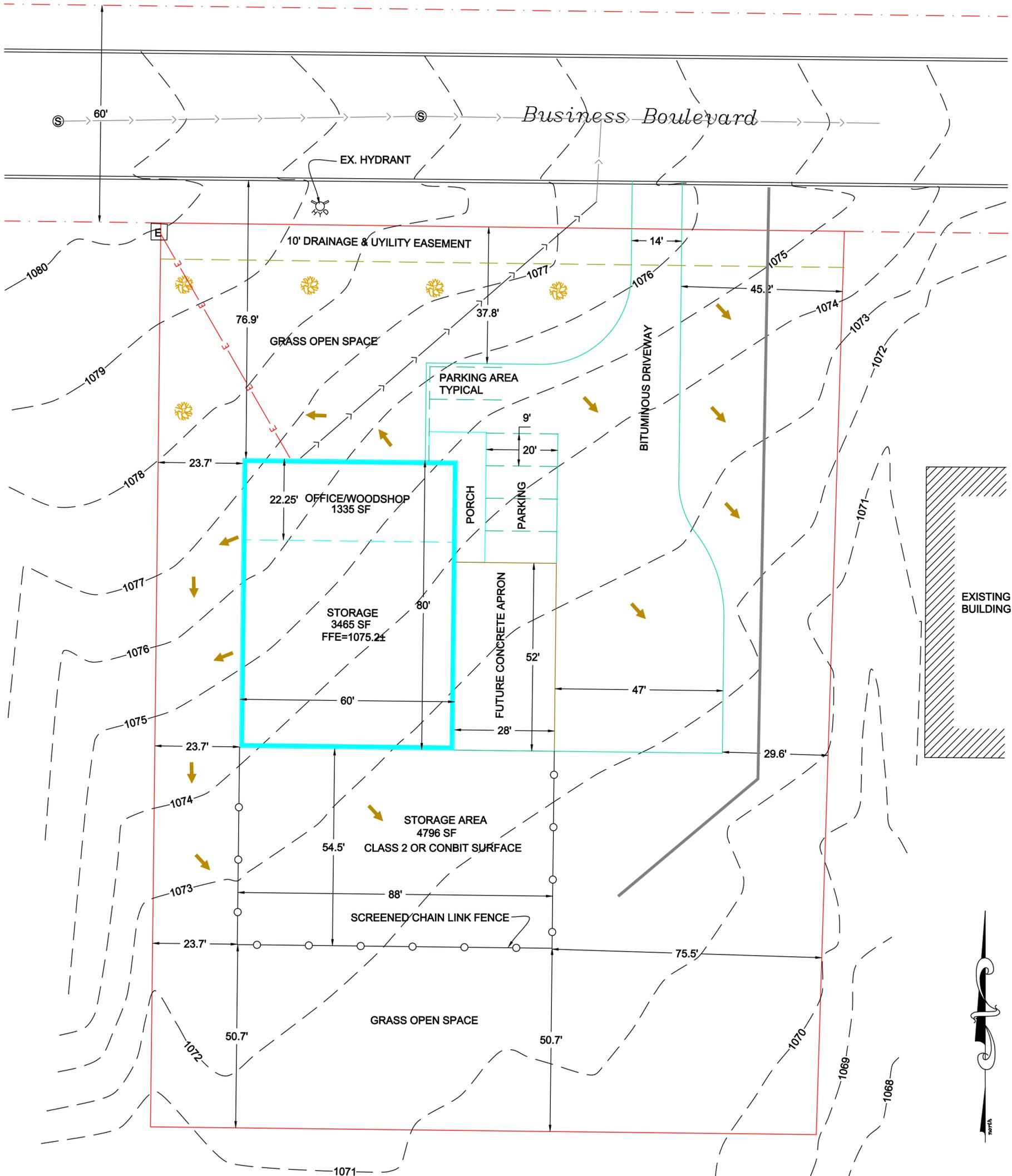
Broderer Building  
 Amnandale, Minnesota

Issue Date: \_\_\_\_\_  
 Remarks: \_\_\_\_\_

Project No.: 23007  
 Checked by: JKL  
 Drawn by: JKL  
 Date: 8/11/23

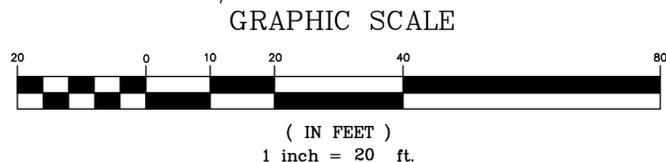
Floor Plan  
 Exterior Elevation  
 Building Code Data

A1



**PROPOSED AREAS**  
 TOTAL LOT = 47,164± SF  
 PROP. BUILDING = 4800± SF  
 PROP. COVERED PORCH = 352± SF  
 PARKING/DRIVERWAY = 8300± SF  
 OUTDOOR STORAGE AREA = 4796± SF  
 TOTAL IMPERVIOUS = 18,248± SF (38.7%)

LEGEND	
	EXISTING SANITARY SEWER
	PROPOSED SANITARY SEWER
	PROPOSED WATER SERVICE
	PROPOSED ELECTRIC SERVICE
	PROPOSED SURFACE DRAINAGE
	PROPOSED SILT FENCE
	EXISTING ELEVATION
	PROPOSED ELEVATION



MILLER'S SEWAGE TREATMENT SOLUTIONS  
 A division of WRM Services Inc.  
 9075 155th Street Kimball, MN 55353  
 (320) 398-2705 cell (320) 980-1737

PROPERTY LOCATION  
 Part Lot 2, Block 2, Annandale Park Business 3rd  
 Addition, Wright County, Minnesota.  
 pid# 102-076-002021

Site Plan		
DATE	JOB NO.	SCALE
8/07/23	2023-189	1=20

PREPARED FOR:  
**Bronder Construction**



Real People. Real Solutions.

2040 Highway 12 East  
Willmar, MN 56201-5818

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

August 21, 2023

Jacob Thunander, Community Development Director  
City of Annandale

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

RE: Bronder Site Plan  
City of Annandale, Minnesota  
Project No.: 0W1.129664

Dear Jacob,

We have reviewed the Certificate of Survey dated 1/11/2022 and the Site Plan dated 8/07/2023 submitted for the above referenced project and have the following comments:

1. Perimeter drainage and utility easements shall be provided along the east and west property lines.
2. The applicant shall submit a Grading and Drainage Plan for the review of the City of Annandale.
3. The applicant shall submit an Erosion Control Plan for the review of the City of Annandale.
4. The applicant shall submit a Paving, Striping and Signage Plan for the review of the City of Annandale.
5. The applicant shall submit a Utility Plan for the review of the City of Annandale.
6. The applicant shall submit construction details for the review of the City of Annandale.
7. The proposed driveway width shall be a minimum of 24 feet in width.
8. The Site Plan identifies a "Future Concrete Apron". The concrete apron shall be constructed as part of the proposed improvements and not in the future.
9. The Site Plan identifies a "Storage Area" as Class 2 or conbit surface. The surface shall be conbit, bituminous, or concrete. Class 2 will not be permitted.
10. All construction shall be in accordance with the City of Annandale Standards.

We recommend that the above requested information incorporating the comments noted above be submitted for review prior to a building permit being issued for the site.

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

Sincerely,

**Bolton & Menk, Inc.**

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



# City Council Agenda

September 11, 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 |  |

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## 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:

- Miller's Jewelry - \$1,000 for Trees at the Recreation Park
- Annandale Baseball/Softball Association - \$86 for Plaque at Recreation Park

## Recommended Action

Motion to adopt attached Resolution accepting the donations for \$1,086.

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## Attachments:

Resolution

**CITY OF ANNANDALE  
RESOLUTION NO. 23-35**

**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>	Miller's Jewelry
<u>Donation Type:</u>	Trees at Recreation Park
<u>Amount:</u>	\$1,000

<u>Name of Donor:</u>	Annandale Baseball/Softball Association
<u>Donation Type:</u>	Plaque at Recreation Park
<u>Amount:</u>	\$86

**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 11<sup>th</sup> day of September, 2023.

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

Attested:

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



# City Council Agenda

August 14, 2023

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

**Agenda No.** 8A  
**Agenda Item:** Rachel Development Request

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input type="checkbox"/> Provide Proactive Leadership                            |
| <input checked="" 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: <a href="#">Click or tap here to enter text.</a> |
| <input type="checkbox"/> Develop/Manage Strong Parks/Trails            |  |

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## Background

Rachel Development submitted a request for consideration of credits for fees paid due to additional work completed for future growth. The City has worked with developers in the past with crediting Trunk Area Fees for oversizing expenses required to be included in their project but are not required to provide service to their project. Rachel Development is requesting consideration for a credit toward the extension of sanitary sewer for properties to the south and for installing the sanitary sewer with extra depth for properties to the north.

The attached request provides a detailed explanation into each request. The City requires developers to install utilities in a manner that allows for orderly development. This includes the depth of the utilities and the extension of the mains to the edge of the plat. These are items the City has not previously provided credit for and this would apply to the Developer's request with the exception of the additional manhole and sewer main stubs that were required for the future connections.

At the August 14<sup>th</sup> Meeting, City Council approved the credit of \$27,900 towards future assessments related to the extension of the sewer/water and requested Bolton and Menk provide input on the proposed amount of the depth reimbursement requested by the developer. See the attached memo from Engineer Jared Voge.

## Recommended Action

Will be discussed at the meeting

---

## Attachments:

- Developer Request
- Bolton and Menk Memo



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2040 Highway 12 East  
Willmar, MN 56201-5818

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

## MEMORANDUM

Date: September 7, 2023  
To: Honorable Mayor Jonas  
Members of the City Council, City of Annandale  
From:  Jared Voge, P.E.  
City Engineer  
Subject: Preserve at Lake John  
Annandale, Minnesota  
BMI Project No.: OW1.129664

At the August 14, 2023 City Council meeting, Rachel Development presented a request for credits associated with the development sanitary sewer piping. Request no. 1 – extending sanitary sewer for properties to the south continues to be supported by staff. I have reviewed request no. 2 – installing sanitary sewer with extra depth for properties to the north.

When the concept plan for the development was submitted, it was noted that city utilities did not exist to serve the development. As a result, the city initiated, and is nearly complete with a Trunk Utility extension of watermain and the construction of a lift station and forcemain. The lift station and forcemain is necessary because the existing sanitary sewer in County Road 183 east of Douglas Drive, does not have adequate depth to service the development via gravity. It continues to be the city's policy that lift stations within the sanitary sewer system be limited to only those necessary. Lift Stations require much more maintenance than gravity sewer and as a result, the operating costs are also higher.

During the development review process, the sanitary sewer was required to be installed at depths greater than the minimum necessary to serve the Preserve at Lake John development so that properties adjacent to the development could also be served by the trunk lift station. This eliminated the need for an additional lift station should the adjacent properties develop. It has been the city's policy to extend utilities to plat boundaries at the maximum depth possible. Most recently, the Annandale Care Center extended sanitary sewer deeper than required for their project. The same is true for the Triplett Farms Development.

In his letter dated July 10, 2023, Mr. Robinson estimated the cost associated with the extra depth between \$45,000 - \$75,000. We cannot dispute that the deeper piping is installed, the more it costs. It is however, difficult to estimate the additional costs as each project is unique based on topography and groundwater levels.

We recommend that the city continue its policy and past practice of not providing credits based on depth of piping and deny Rachel Developments request no. 2 – Installing sanitary sewer with extra depth for properties to the north.

If you have any questions, please call.

JAV/kp

July 10, 2023

Annandale City Council  
30 Cedar St E  
Annandale, MN 55302

Dear Annandale City Council,

Thank for you willingness to work with us over the past two years to get The Preserve at Lake John off the ground. We are excited to have broken ground and to be getting close to completing the site work at The Preserve at Lake John. We believe this will be one the premier neighborhoods in the City.

The reason I am writing is to discuss some potential credits for work we are doing and or have done as a part of the development. A few times over the past year I have had conversations with City staff about the extension of the sanitary sewer to the properties south of our development as well as other work being required and assessed to our development project.

From a conversation last month, it sounded like staff was willing to support a request for some of the credits we have talked about over the past year. These credits, in general, would be for work we are doing that benefits other properties.

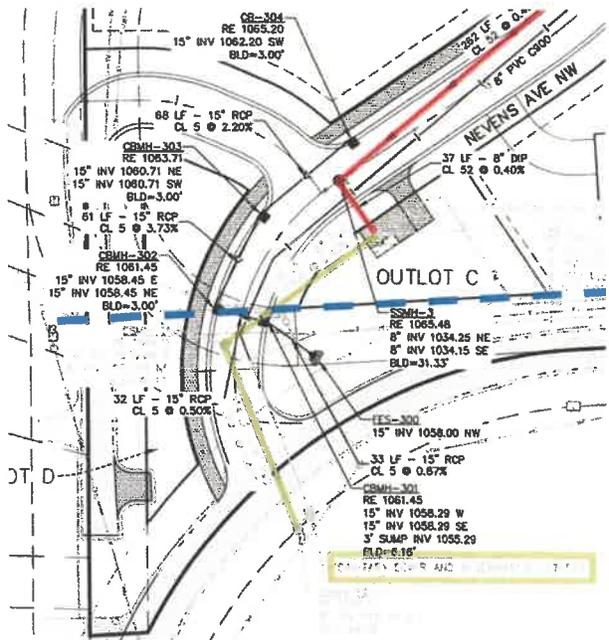
There are two main items.

1. Extending sanitary sewer for properties to the south.
2. Installing sanitary sewer with extra depth for properties to the north.

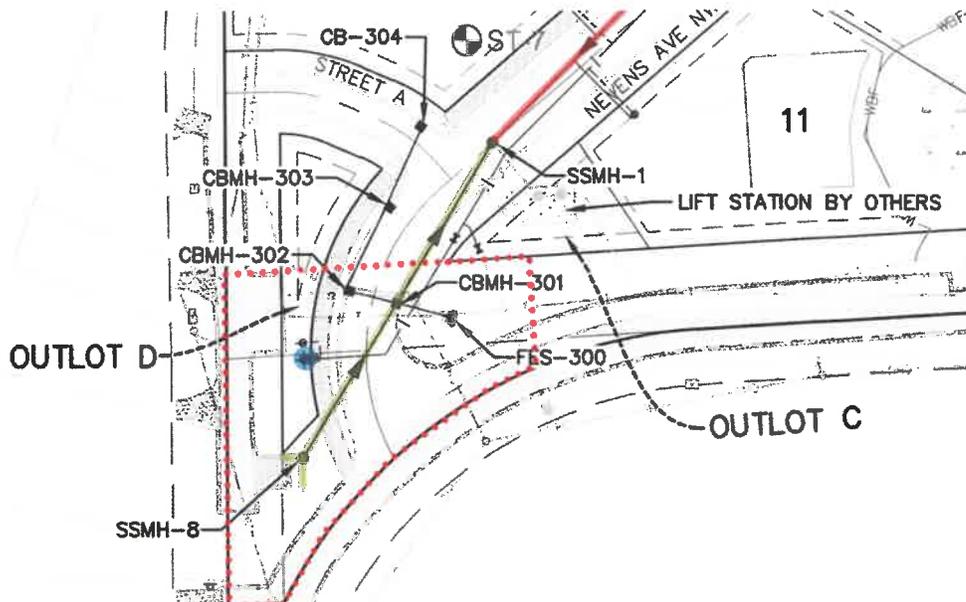
I will describe one at a time in greater detail below.

**Extension of the sanitary sewer line to the south:**

In the plans approved with our preliminary plat (to the right) we showed installing sanitary sewer to the lift station (red line). We also showed a design for how, in the future, this could be extended to serve the properties to the south (green line). Since the lift station was in essence at or near the south property line (blue dashed line) of our development this seemed reasonable and appropriate.



However, with our Preliminary Plat approval the City's consulting engineer asked that we add to our final plans an extension of the sanitary sewer the southwest plat boundary as shown below (green).

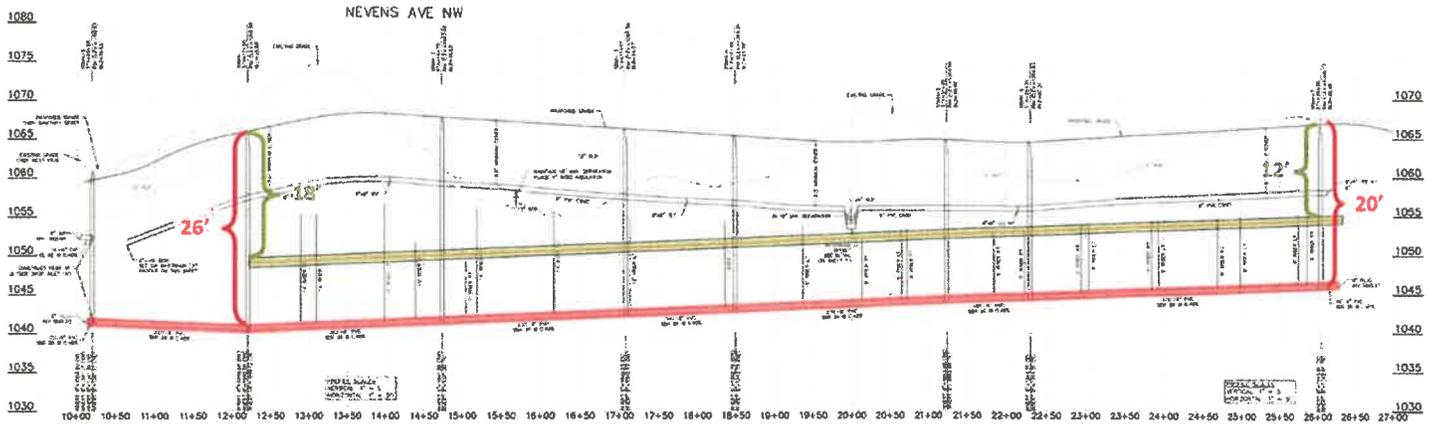


The only reason there is a southwest plat boundary south of the lift station is because we went through the effort of acquiring property (red dotted line) which was arguably already right of way for Nevens and CR 183 to make sure the revised connection to Nevens Ave went smoothly. This property did not have to be included in the plat nor annexed into the City. We did both so that the City would have control of Nevens and the access into The Preserve at Lake John. The County offered to pay \$500 for this property for Right of Way. We did not, at the time, realize that annexing this land into the City and including it in our plat would cause us to incur \$45,472 of additional costs (extension of the sewer, additional manholes, additional service stub all at extra depth). This additional property is now 100% City owned land or is City or County Right of Way.

It is not unusual to stub sewer lines to neighboring properties, however, it is less common to require a manhole in addition to the sanitary sewer stub. We and the City estimated the manhole and related work costs. Both estimates were relatively close. The City engineer's estimate for the manhole and related work was \$27,900. While we would like a credit of \$45,472 for the entire sewer line extension, we are ok with only getting a credit for the manhole which was the most significant and portion of the cost. Please note that we are not asking for credit for the adjacent waterline extension and hydrant that primarily service the Lake John Condo Association.

**Sanitary Sewer installed with extra depth for serving properties to the north.**

The other item we would like to address with the Council are the costs related to installing the sanitary sewer lines deeper than is needed to serve our development. Below is a comparison of the depth that would be needed to serve our development (green) and the depth of the actual sewer line installation which was done to provide sanitary sewer service to the properties to the north.



This extra depth increases costs in several ways, deeper full wells vs sand point wells for dewatering, extra equipment and time to dig the extra depth, stronger pipe (SDR 26 vs SDR 35), deeper manholes as well as deeper service lines to the homes. All in all, the cost difference between a typical nominal depth and what is being installed is between \$45,000 - \$75,000.

We are very appreciative of the City trunk sewer and water project that brings these services to our site and the surrounding properties. This trunk utility project will provide a mechanism for future development within the community. Often when infrastructure is being installed and is larger and deeper than is needed for the property being developed there is a system to credit the developer for the additional work being done to benefit other properties. In our case, we are having to install deeper sewer lines, manholes, and services than would otherwise be necessary on our project. Those deeper utilities are being required solely to benefit the property to our north. If we were installing a sewer line for our development alone it would only have needed to be 12' deep at the north property line. However, for the property to our north to develop we were required to install the sewer 20' deep at the north property line. This 8' feet of additional depth throughout our development increased our construction costs by \$45,000 in material and labor alone, without including the additional time and dewatering depth cost. So, without a credit for this work we are, in essence, subsidizing the development of the adjacent property. Typically, these costs would be apportioned more evenly across all benefitting properties.

Again, we have had a great working relationship with the City and appreciate what the City has done to help make this project a reality. We believe what we are asking for is fair and look forward to discussing this with you at your August City Council meeting.

Sincerely,  
  
Paul Robinson  
Rachel Development, Development Director



# City Council Agenda

September 11, 2023

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

**Agenda No.** 9A  
**Agenda Item:** Ordinance Regulating Cannabis Sales

## 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.

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## Background

The City has authority to regulate sales related to THC products. These regulations will allow the City necessary tools to monitor sales to ensure compliance with state law. A draft of the proposed ordinance will be provided at the meeting.

## Recommended Action

Will be discussed at the meeting

---

## Attachments:

None

## CHAPTER 121 TETRAHYDROCANNABINOL (THC) PRODUCTS

Sec. 121.01. **Purpose and Intent.** The purpose of this Chapter is to regulate the possession and sale of any product that contains tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under Minn. Stat. § 151.72 and Minn. Stat. Chapter 342 (“THC Products”) for the following reasons:

- (a) By enacting 2022 Session Law Chapter 98, Article 13, the Minnesota Legislature amended Minn. Stat. § 151.72 to allow the sale of certain products containing tetrahydrocannabinol (“THC”).
- (b) The new law does not prohibit municipalities from adopting and enforcing local ordinance to regulate THC product businesses including, but not limited to, local zoning and land use requirements and business license requirements.
- (c) The National Academies of Science, Engineering, and Medicine note that the growing acceptance, accessibility, and use of THC Products, including for medical purposes, have raised important public health concerns, while the lack of aggregated knowledge of cannabis-related health effects has led to uncertainty about the impact of its use.
- (d) The City recognizes the danger THC use presents to the health, welfare and safety of youth in Annandale.
- (e) The Minnesota Legislature recognized the danger of THC Product use among the public at large by setting potency and servicing size requirements.
- (f) The Minnesota Legislature recognized the danger of THC Product use among youth by prohibiting the sale of any product containing THC to those under the age of 21, requiring that edible THC products be packaged without appeal to children and in child-resistant packaging or containers.
- (g) State law authorizes the Board of Pharmacy to adopt product and testing standards in part to curb the illegal sale and distribution of THC products and ensure the safety and compliance of commercially available THC products in the state of Minnesota.
- (h) The City has the opportunity to be proactive and make decisions that will mitigate this threat and reduce exposure of young people to the products or to the marketing of these products and improve compliance among THC Product retailers with laws prohibiting the sale or marketing of THC Products to youth.
- (i) A local regulatory system for THC Product retailers is appropriate to ensure that retailers comply with THC Product laws and business standards of the City of Annandale to protect the health, safety and welfare of our youth and most vulnerable residents.
- (j) A requirement for a THC Product retailer registration will not unduly burden legitimate business activities of retailers who sell or distribute THC Products to adults and will allow the City of Annandale to regulate the operation of lawful businesses to discourage violations of state and local THC Product-related laws.

- (k) In making these findings and enacting this Chapter, it is the intent of the Annandale City Council to ensure responsible THC product retailing, allowing legal sale and access without promoting increases in use, and to discourage violations of THC Product-related laws, especially those which prohibit or discourage the marketing, sale or distribution of THC products to youth under 21 years of age.

Sec. 121.02. **Definitions.** Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The following words, terms and phrases, when used in this Chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

*Compliance checks* means the system the City uses to investigate and ensure that those authorized to sell cannabinoid products are following and complying with the requirements of state laws and this Chapter. Compliance checks involve the use of persons under the age of 21 who purchase or attempt to purchase cannabinoid products. Compliance checks may also be conducted by the City or other units of government for educational, research, and training purposes or for investigating or enforcing federal, state, or local laws and regulations relating to cannabinoid products.

*Delivery Sale* means the sale of any cannabinoid products conducted by any means other than an in-person, over-the-counter sales transaction in a registered retail establishment. Delivery Sale includes, but is not limited to, sales conducted by: telephone or other voice transmission; mail or other written submission; website, mobile device application software, the internet; and/or door-to-door delivery service. Delivery Sale includes delivery by retailer or third parties by any means, including curbside pick-up.

*Registered Product or THC Product.* Any product that contains more than trace amounts of tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under Minn. Stat. § 151.72 and Minn. Stat. Chapter 342. Registered Product does not include medical cannabis as defined in Minn. Stat. § 152.22, Subd. 6, as may be amended from time to time.

*Moveable place of business* means any form of business that is operated out of a kiosk, tent, canopy, booth, pop-up stand, shipping container, or any other temporary shelter of any kind, or out of a truck, van, automobile, trailer, wagon, or other type of vehicle of any kind and not a fixed address storefront or other permanent type of structure authorized for sales transactions.

*Operator* means the person in legal possession and control of a location by reason of ownership, lease, contract or agreement, for the sale of cannabinoid products at retail.

*Retail establishment* means a fixed place of business where Registered

Products are available for sale to the general public, including but not limited to grocery stores, tobacco products shops, CBD stores, convenience stores, gasoline service stations, bars and restaurants.

*Sale* means any transfer of goods for money, trade, barter or other consideration.

*Self-service merchandising* means an open display of Registered Products in any manner where any person has access to the Registered Products without the assistance or intervention of the Operator or Operator's employee. Assistance or intervention means the actual physical exchange of the Registered Product between the customer and the Operator or employee.

*Vending machine* means any mechanical, electrical or electronic, or other type of device that dispenses Registered Products upon the insertion of money, tokens, or other form of payment into or onto the device by the person seeking to purchase the Registered Product.

Sec. 121.03. **Prohibited Sales.** It shall be unlawful for any person to sell, transfer or otherwise distribute any THC Product within the City:

- (a) Unless the sale is transacted by a person who holds, or is employed by a person who is a registered THC Product retailer;
- (b) Unless the sale is transacted in-person, at a registered retail establishment;
- (c) If the sale involves any vending machine or self-service merchandising;
- (d) If the sale involves a delivery sale;
- (e) If the sale involves adulterated or misbranded THC Products;
- (f) If the sale is to a person under the age of 21; and
- (g) If the sale violates any other law, order, ordinance, regulation, or statute.

Sec. 121.04. **Prohibited Possession.** It shall be unlawful for any person under the age of 21 to possess THC Products unless they are an employee of a registered retailer under this Chapter, are at least 18 years of age and are possessing the THC Product as part of their employment. It shall be unlawful for any person to procure for or provide THC products to any other person under the age of 21.

Sec. 121.05. **Registration Required.** It will be unlawful for any person to sell at retail any THC Products within the City without first registering with the City.

Sec. 121.06. Registration Process.

- (a) A Registration form to sell or otherwise distribute Registered Products shall be provided by the City and accompanied by a registration fee as determined by the City Council. The registrant shall provide their full name, their residential and business addresses and telephone numbers, the name of the business being registered and any additional information the City deems necessary. A business entity applicant shall provide a list of all persons that have an interest of 5% or more in the business. The list shall name all owners and show the interest held by each, either individually or

beneficially for others. If the City Clerk determines that a registration form is incomplete, it shall be returned to the registrant with notice of the information necessary to make the form complete.

- (b) It is the duty of each registrant to notify the City Clerk in writing of any change in ownership in the business.
- (c) Each registration shall be issued for a period of one year.
- (d) Registrations under this Chapter shall be valid only on the registered premises and only for the person or business to whom the registration is completed. The transfer of any registration to another location, business or person is prohibited.

**Sec. 121.07. Ineligibility and Basis for Denial of Registraton.**

(a) Ineligibility.

(1) Moveable Place of Business. No retail sales of THC products shall be made from a moveable place of business. Only fixed location business shall be eligible to register under this Chapter.

(2) The proposed registered premises does not meet zoning requirements.

(b) Grounds for denying registration include, but are not limited to, the following:

(1) The registrant is prohibited by Federal, State or other local law, ordinance or regulation from selling THC products.

(2) The registrant has been convicted within the past five years of any violation of federal, state, or local law, ordinance provision, or other regulation relating to THC Products.

(3) The registrant has had a license to sell THC Products suspended or revoked within 12 months preceding the date of application, or the registrant has or had an interest in another premises authorized to sell THC Products, whether in the City or in another jurisdiction that has had a license to sell THC Products suspended or revoked in the same time period, provided that the applicant had an interest in the premises at the time of the violation that led to the revocation or suspension.

(4) The registrant fails to provide any of the information required to the City or provides false or misleading information. A false statement on any registration form shall cause an automatic refusal of registration, or if already issued, shall render any registration void and of no effect to protect the applicant from prosecution for a violation of this Chapter.

(5) The registrant is not a retail establishment as defined in this ordinance.

(c) Transient businesses prohibited. No transient business shall be eligible for registration. A transient business means:

(1) Any movable place of business;

(2) Any business conducted from a permanent structure for a period of less than 6 consecutive months in a year.

**Sec. 121.07. Additional Requirements.**

(a) All THC Product testing must comply with the requirements set forth in

Minnesota Statutes.

- (b) All THC Product labeling and packaging must comply with the requirements of Minnesota Statutes and must be prepackaged in packaging or a container that is child-resistant, tamper-evident, and opaque or placed in packaging or a container that is child-resistant, tamper-evident, and opaque at the final point of sale to a customer. The requirement that packaging be child-resistant does not apply to a THC Product that is intended to be consumed as a beverage and which contains no more tetrahydrocannabinol than permitted under state law.
- (c) THC Products must not contain more tetrahydrocannabinol in a single serving than allowed by state law.
- (d) No person under the age of 18 shall be permitted to handle transactions for the sale of THC Products.

**Sec. 121.08. Prohibited Distribution Practices.**

- (a) Samples Prohibited. No person shall distribute samples of any THC Product free of charge or at a nominal cost. No person shall distribute THC products as a free donation.
- (b) Coupon and Price Promotion. No person shall accept or redeem any coupon, price promotion, or other instrument or mechanism, whether in paper, digital, electronic, mobile, or any other form, that provides any cannabinoid products to a consumer at no cost or at a price that is less than the non-discounted, standard price listed by a retailer on the item or on any related shelving, posting, advertising, or display at the location where the item is sold or offered for sale, including all applicable taxes.
- (c) No Self-service Displays. All THC products must be stored behind the sales counter, in a locked case, in a storage unit, or in another area not freely accessible to the general public. No person shall allow the sale of THC products in open displays that are accessible to the public without the intervention of a store employee.

**Sec. 121.09. Signage.** At each location where THC Products are sold, the registrant shall display a sign in plain view to provide public notice that selling any of these products to any person under the age of 21 is illegal and subject to penalties. The notice shall be placed in a conspicuous location in the registered establishment and shall be readily visible to any person who is purchasing or attempting to purchase these products.

**Sec.121.10. Age Verification.** At each location where THC Products are sold, the registrant shall verify, by means of government-issued photographic identification containing the bearer's date of birth, that the purchaser or person attempting to make the purchase is at least 21 years of age.

**Sec. 121.11. Responsibility.** All operators and registrants are responsible for the actions of their employees regarding the sale, offer to sell, and furnishing of THC

Products on the registered premises. The sale, offer to sell, or furnishing of any THC Product by an employee shall be considered an act of the registrant and operator.

Sec. 121.12. **Compliance Checks and Inspections.** All registered premises must be open to inspections by law enforcement or other authorized city officials during regular business hours, for compliance with this Ordinance and such other Ordinances, rules, regulations, and laws relevant to the sale of cannabinoid products. From time to time, but at least once per year, the City shall conduct compliance checks.

No person used in compliance checks shall attempt to use false identification misrepresenting their age. All persons lawfully engaged in a compliance check shall answer all questions about their age asked by the licensee or their employee, and shall produce any identification, if any exists, for which they are asked. The City will conduct a compliance check that involves the participation of a person at least 18 years of age, but under the age of 21 to enter the registered premises to attempt to purchase the registered products. Persons used for the purpose of compliance checks shall be supervised by law enforcement.

Sec. 121.13. **Civil Penalty.**

(a) The City Council will follow the provisions of this section on imposition of a civil penalty against a registrant under this Chapter.

1. Notice of Violation. The Chief of Police will provide, in writing, to the registrant either personally or by mail, notice of any alleged violation of the provisions of this Chapter committed in the operation of the registrant's business and provide notice to the City Council. If the City Council determines from the facts and circumstances reported, together with any other facts and circumstances known to it, that the violation may warrant a civil penalty, it will notify the registrant of their right to request a hearing prior to the imposition of the civil penalty. The registrant must request a hearing within seven (7) days of receipt of the Notice. If requested, a hearing shall be scheduled before the City council sufficiently in advance to provide ten days written notice of the time, place and purpose of such hearing to the registrant.
2. Hearing on Alleged Violations. At the time of the hearing, the registrant may appear and present any evidence which is material to the investigation. The City Council will make and adopt findings of fact as to whether a violation of the provisions of this Chapter has been committed in the operation of the registrant's business and whether the violation was willful in nature. If the registrant has violated any of the provisions of this Chapter, the City Council may impose a civil fine. If the violation is upheld, the person appealing shall be responsible for reimbursing the City up to \$500.00 of the City's actual expenses.

Sec. 121.14. **Penalties For Violations.**

- (a) Administrative Penalties – Individuals. If a person who is not a licensee is found to have violated this Chapter, the person shall be charged with an administrative penalty as follows:
  - 1. First violation – an administrative penalty not to exceed \$200.00
  - 2. Second violation within 12 months – an administrative penalty not to exceed \$300.00.
  - 3. Third violation within 12 months – an administrative penalty not to exceed \$400.00.
- (b) Administrative Penalties – Registrant. If a registrant or an employee of a registrant is found to have violated this Chapter, the registrant shall be charged with an administrative penalty as follows:
  - 1. First violation – an administrative penalty of \$200.00.
  - 2. Second violation within 36 months – an administrative penalty of \$500.00.
  - 3. Third violation within 36 months – an administrative penalty of \$1,000.00.
- (c) Any administrative penalty assessed against a licensee pursuant to this section must be paid in full within 30 days from receipt of written notification of the City Council's imposition of the civil fine.
- (d) Petty Misdemeanor. Violation of this Chapter shall be a petty misdemeanor. Nothing in this section shall prohibit the City from pursuing prosecution of any violation in lieu of administrative penalties. Each day that a person is in violation of the provisions of this Chapter is a successive violation.

Sec. 121.15. **Severability.** If any section or portion of any section of this Chapter is deemed invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of other sections or portions of sections of this Chapter.



# City Council Agenda

September 11, 2023

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

**Agenda No.** 9B  
**Agenda Item:** Preliminary Levy/TNT Hearing

## Core Strategy:

- |  |  |
|--|--|
| <input type="checkbox"/> Inspire Community Engagement                  | <input checked="" type="checkbox"/> Develop/Manage Strong Parks/Trails           |
| <input checked="" type="checkbox"/> Increase Operational Effectiveness | <input checked="" 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: <a href="#">Click or tap here to enter text.</a> |

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## Background

Attached is Resolution approving the proposed budget and levy for 2024. The proposed overall increase is 5.98%. The City is required to adopt the resolution before September 30, 2023 and call the Truth-in-Taxation hearing to be held in December.

## Recommended Action

The Finance Committee has reviewed the attached and recommends approval of Resolution Adopting the Preliminary Levy and Budget for 2024 and calling the TNT Hearing for December 11<sup>th</sup> at 6:30pm.

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## Attachments:

- Resolution
- 2024 Budget

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

CITY OF ANNANDALE  
RESOLUTION 23-XX  
RESOLUION ABATING DEBT SERVICE LEVIES

WHEREAS, the City Council is the official governing body of the City of Annandale; and,

WHEREAS, the City Financial Staff has advised the City Council that the amount of money available in the City's Enterprise and Capital Funds will be sufficient principal and interest due on the following bonds during the year 2024.

Bond Issue	Original Levy	Reduced/Additional Levy
GO Equipment Certifcate, 2022A	89,594	(1,184)
GO Refunding Bonds, Series 2019B	34,518	65,482
GO IMPROVEMENT BONDS, SERIES 2020B	15,047	(5,047)
GO IMPROVEMENT NOTE OF 2011	58,722	(58,722)
GO CIP BONDS, SERIES 2008A	0	20,000

WHEREAS, The City is authorized, pursuant to the provisions of the respective Bond Resolution, and of the Minnesota Statues, Sections 475.61, to direct the City Clerk of the City to certify to the County that sufficient funds are available to pay principal and interest due on the Bonds during the year 2024 and to request that the County reduce the levy for payable 2024 with respect to the Bonds.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Annandale that:

1. The City Council hereby directs the City Clerk to certify to Wright county that the balance of monies indicated above is on hand and available in their respective Funds, and that such amounts are sufficient to pay the principal and interest due on the indicated bonds during the year 2023 and, therefore, to request the County Auditor to reduce the levy with respect to the bond issue for the year 2024 to amount shown above.

2. That the form of the certification to be delivered by the City Clerk to Wright County is attached hereto as Exhibit A and incorporated in the minutes of this meeting and approved.

The foregoing resolution was duly seconded by Councilmember Honsey, upon a vote being taken thereon, the following members voted in favor thereof: Czycalla, Grundy, Wuollet, Honsey, Jonas ; 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 11th day of September, 2023.

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City Clerk

**RESOLUTION**  
**23-\_\_**

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

**ESTABLISHING THE 2024 PROPOSED  
TAX LEVY AND BUDGET**

**WHEREAS**, the City Council is desirous of establishing a Proposed Tax Levy and Budget for 2024; and

**WHEREAS**, the City Council has determined that it is advisable and in the best interest of the City to preliminarily approve the attached 2024 budget for purposes of its proposed 2024 tax levy; and

**WHEREAS**, a summary of the proposed 2024 budget is as follows:

<b><u>General Fund</u> (101)</b>	
Expenditures:	\$2,732,804
Sources	
Tax Levy:	\$1,427,662
Govt. Aids:	\$ 777,727
Other:	<u>\$ 527,415</u>
	\$2,644,469
Net Gain/Loss:	\$ -0-

**WHEREAS**, the City Council proposes the 2023 tax levy to be as follows:

General Fund Tax Levy:	\$ 1,427,662
Debt Service Tax Levy:	\$ 258,380
Abatement:	<u>\$ 2,500</u>
TOTAL:	\$ 1,688,542

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Annandale, Wright County, Minnesota, that the tax levy and budget as contained herein are hereby established as the City's 2024 proposed tax levy and budget.

The foregoing resolution was duly seconded by Councilmember Honsey, 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 13th day of September, 2023.

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



**GENERAL FUND REVENUES**

Account Number	Account Title	12/31/2021	12/31/2022	8/31/2023	12/31/2023	12/31/2024	Budget Variance
		Actual	Actual	Actual	Budget	Proposed	From Prior Year
101-31010-000	AD VALOREM TAXES	\$ 1,114,748.25	\$ 1,474,831.51	\$ 802,175.34	\$ 1,460,715.00	\$ 1,427,535.00	\$ (33,180.00)
101-31020-000	DELINQUENT AD VALOREM TAXES	\$ 4,699.82	\$ 9,714.74	\$ 21,878.75	\$ -	\$ -	\$ -
101-31030-000	MOBILE HOME TAXES	\$ 18,658.20	\$ 25,688.99	\$ -	\$ 16,500.00	\$ 16,500.00	\$ -
101-31031-000	MOBILE HOME TAXES-DEBT SERVICE	\$ 5,386.72	\$ 2,221.82	\$ -	\$ 7,100.00	\$ 7,100.00	\$ -
101-31033-000	MOBILE HOME TAXES-DELINQUENT	\$ 2,224.93	\$ 2,096.99	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -
101-31810-000	FRANCHISE TAXES	\$ 16,170.52	\$ 16,240.04	\$ 7,743.44	\$ 17,000.00	\$ 17,000.00	\$ -
101-31910-000	AD VALOREM TAX INTEREST	\$ 410.29	\$ 563.22	\$ -	\$ -	\$ -	\$ -
		<b>\$ 1,162,298.73</b>	<b>\$ 1,531,357.31</b>	<b>\$ 831,797.53</b>	<b>\$ 1,505,315.00</b>	<b>\$ 1,472,135.00</b>	
101-32110-414	LIQUOR LICENSES-ADMIN	\$ 25,416.00	\$ 25,316.00	\$ 18,816.00	\$ 22,000.00	\$ 22,000.00	\$ -
101-32180-414	MISC PERMITS/LICENSE-ADMIN	\$ 2,535.00	\$ 2,930.00	\$ 3,200.00	\$ 2,500.00	\$ 2,500.00	\$ -
101-32185-414	TOBACCO LICENSES-ADMIN	\$ 100.00	\$ 300.00	\$ 350.00	\$ 150.00	\$ 150.00	\$ -
101-32210-424	BUILDING PERMIT FEES	\$ 54,373.79	\$ 113,221.76	\$ 46,746.18	\$ 50,000.00	\$ 50,000.00	\$ -
101-32240-427	ANIMAL LICENSES	\$ 495.00	\$ 2,335.00	\$ 555.00	\$ 700.00	\$ 700.00	\$ -
101-32260-424	STATE SURCHARGE FEES	\$ 2,580.50	\$ 7,660.50	\$ 2,673.50	\$ 2,000.00	\$ 2,000.00	\$ -
101-32270-421	GOLF CART PERMITS	\$ 495.00	\$ 505.00	\$ 655.00	\$ 500.00	\$ 500.00	\$ -
		<b>\$ 85,995.29</b>	<b>\$ 152,268.26</b>	<b>\$ 72,995.68</b>	<b>\$ 77,850.00</b>	<b>\$ 77,850.00</b>	
101-33161-421	PD GRANTS	\$ 4,757.90	\$ 1,197.61	\$ -	\$ -	\$ -	\$ -
101-33401-000	LGA	\$ 527,753.00	\$ 542,757.00	\$ 279,751.50	\$ 559,503.00	\$ 678,227.00	\$ 118,724.00
101-33406-000	PERA RATE INCREASE AID	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-33416-421	STATE PD TRAINING REIMB	\$ 7,212.59	\$ 7,103.72	\$ -	\$ 6,500.00	\$ 6,500.00	\$ -
101-33416-422	STATE FD TRAINING REIMB	\$ 8,570.00	\$ 2,360.00	\$ 2,750.00	\$ 5,000.00	\$ 5,000.00	\$ -
101-33420-422	STATE FIRE AID	\$ 56,318.53	\$ 61,175.12	\$ 3,000.00	\$ 45,000.00	\$ 45,000.00	\$ -
101-33421-421	POLICE STATE AID	\$ 27,577.71	\$ 50,082.16	\$ -	\$ 40,000.00	\$ 40,000.00	\$ -
101-33423-000	CORONAVIRUS RELIEF AID	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-33425-000	STATE AID - MV CREDIT	\$ 522.99	\$ 571.78	\$ -	\$ -	\$ -	\$ -
101-33425-421	POLICE DRUG SEIZURE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-33609-431	SNOW REMOVAL REIMB.	\$ 3,315.00	\$ 10,855.00	\$ 10,180.00	\$ 3,000.00	\$ 3,000.00	\$ -
		<b>\$ 636,027.72</b>	<b>\$ 676,102.39</b>	<b>\$ 295,681.50</b>	<b>\$ 659,003.00</b>	<b>\$ 777,727.00</b>	
101-34101-414	CITY HALL RENT	\$ 380.00	\$ 520.00	\$ 20.00	\$ 800.00	\$ 800.00	\$ -
101-34101-452	NUISANCES & LAWN MOWING	\$ 213.76	\$ -	\$ -	\$ -	\$ -	\$ -
101-34102-414	CD BURNING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-34103-413	ZONING&SUBDIVISION FEES	\$ 1,084.00	\$ 5,850.00	\$ 800.00	\$ 2,000.00	\$ 2,000.00	\$ -
101-34107-415	ASSESSMENT SEARCHES	\$ 1,230.00	\$ 820.00	\$ 460.00	\$ 600.00	\$ 600.00	\$ -
101-34111-414	COPIER RECEIPTS - ADMIN	\$ 8.00	\$ 14.50	\$ 15.50	\$ 55.00	\$ 55.00	\$ -
101-34112-000	PHONE REIMBURSEMENT	\$ 64.00	\$ 26.08	\$ 41.20	\$ 200.00	\$ 200.00	\$ -

**GENERAL FUND REVENUES**

Account Number	Account Title	12/31/2021	12/31/2022	8/31/2023	12/31/2023	12/31/2024	Budget Variance
		Actual	Actual	Actual	Budget	Proposed	From Prior Year
101-34201-421	POLICE SPECIAL SERVICES	\$ 2,302.50	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
101-34201-422	POOL FILLING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-34202-421	SCHOOL RESOURCE OFFICER	\$ 28,500.00	\$ 19,000.00	\$ 25,000.00	\$ 19,000.00	\$ 31,000.00	\$ 12,000.00
101-34202-422	RURAL FIRE SERVICE	\$ 171,447.46	\$ 155,741.07	\$ 77,697.47	\$ 167,000.00	\$ 167,000.00	\$ -
101-34203-421	POLICE REPORTS	\$ 67.25	\$ 143.25	\$ 94.65	\$ 100.00	\$ 100.00	\$ -
101-34204-421	FINGERPRINTS	\$ 570.00	\$ 480.00	\$ 180.00	\$ 175.00	\$ 175.00	\$ -
101-34206-421	POLICE BACKGROUND CHECKS	\$ -	\$ 70.00	\$ 35.00	\$ 100.00	\$ 100.00	\$ -
101-34301-431	WW COMM SNOW REMOVAL REIMB	\$ 6,885.00	\$ -	\$ -	\$ 6,885.00	\$ 6,885.00	\$ -
101-34951-000	WW COMM REIMB-LABOR EXP	\$ 64,915.11	\$ 90,307.14	\$ 28,964.51	\$ 70,000.00	\$ 70,000.00	\$ -
101-34951-430	WW COMM REIMB-MILEAGE EXP	\$ 6,722.76	\$ 7,191.76	\$ 1,961.86	\$ 7,650.00	\$ 7,650.00	\$ -
		\$ 284,389.84	\$ 281,163.80	\$ 135,270.19	\$ 275,565.00	\$ 287,565.00	
101-35101-421	COURT FINES	\$ 15,793.59	\$ 8,823.97	\$ 7,672.45	\$ 8,000.00	\$ 8,000.00	\$ -
101-35102-421	ADMINISTRATIVE FINES	\$ 1,355.00	\$ 1,125.00	\$ 470.00	\$ 3,000.00	\$ 3,000.00	\$ -
101-35103-421	ADMINISTRATIVE FINES-TRAFFIC	\$ -	\$ 420.00	\$ 480.00	\$ 500.00	\$ 500.00	\$ -
101-35104-427	ANIMAL FINES	\$ 295.00	\$ 160.00	\$ 105.00	\$ 500.00	\$ 500.00	\$ -
101-35105-414	OTHER FINES - ADMIN-(NSF FEE)	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00	\$ -
101-35202-000	POLICE OTHER SEIZURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 17,443.59	\$ 10,528.97	\$ 8,727.45	\$ 12,200.00	\$ 12,200.00	
101-36201-411	MISC REVENUES - LEGISLATIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-36201-412	MISC REVENUES-ELECTIONS	\$ -	\$ 6.00	\$ -	\$ -	\$ -	\$ -
101-36201-413	MISC REVENUES- P&Z	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-36201-414	MISC REVENUES-ADMIN	\$ 268.25	\$ 500.19	\$ 1,302.78	\$ -	\$ -	\$ -
101-36201-421	MISC REVENUES-POLICE	\$ -	\$ 550.00	\$ -	\$ -	\$ -	\$ -
101-36201-422	MISC REVENUES-FIRE	\$ -	\$ 272.73	\$ -	\$ -	\$ -	\$ -
101-36201-430	MISC REVENUES-PUBLIC WORKS	\$ 2,657.01	\$ 1,923.00	\$ 3,449.11	\$ -	\$ -	\$ -
101-36201-431	MISC REVENUES-STREETS	\$ 1,025.60	\$ -	\$ -	\$ -	\$ -	\$ -
101-36201-452	MISC REVENUES-PARKS	\$ 100.00	\$ 289.10	\$ 1,250.00	\$ -	\$ -	\$ -
101-36210-000	INTEREST EARNINGS	\$ 16,910.56	\$ (21,831.06)	\$ 49,147.95	\$ 10,000.00	\$ 30,000.00	\$ 20,000.00
101-36220-452	PAVILION RENTAL	\$ 13,393.00	\$ 8,669.50	\$ 8,232.50	\$ 13,000.00	\$ 13,000.00	\$ -
101-36220-453	PORTABLE STAGE RENT	\$ 1,215.00	\$ -	\$ -	\$ -	\$ -	\$ -
101-36230-102	PD DONATIONS	\$ 300.00	\$ 13,835.28	\$ 894.14	\$ -	\$ -	\$ -
101-36230-103	FD DONATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-36270-000	REFUNDS (DIVIDENS)	\$ 24,343.54	\$ 22,101.49	\$ 317.41	\$ 20,000.00	\$ 20,000.00	\$ -
101-39202-000	TRANSFER IN-MV	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -
		\$ 90,212.96	\$ 56,316.23	\$ 64,593.89	\$ 73,000.00	\$ 93,000.00	

## GENERAL FUND REVENUES

Account Number	Account Title	12/31/2021 Actual	12/31/2022 Actual	8/31/2023 Actual	12/31/2023 Budget	12/31/2024 Proposed	Budget Variance From Prior Year
	<b>TOTAL REVENUES, LESS TAXES</b>	\$ 1,161,619.88	\$ 1,232,905.45	\$ 606,890.90	\$ 1,142,218.00	\$ 1,292,942.00	\$ 686,051.10
	<b>TAXES</b>	\$ 1,114,748.25	\$ 1,474,831.51	\$ 802,175.34	\$ 1,460,715.00	\$ 1,427,661.80	\$ 625,486.46
	<b>TOTAL REVENUES</b>	\$ 2,276,368.13	\$ 2,707,736.96	\$ 1,409,066.24	\$ 2,602,933.00	\$ 2,720,603.80	\$ 1,311,537.56

**GENERAL FUND EXPENDITURES**

Account Number	Account Title	12/31/2021 Actual	12/31/2022 Actual	7/31/2023 Actual	12/31/2023 Budget	12/31/2024 Budget	Budget Variance From Prior Year
<b>LEGISLATIVE</b>							
101-41110-200	OFFICE SUPPLIES		\$ -	\$ -	\$ -	\$ -	\$ -
101-41110-301	AUDIT FEES	\$ 263.02	\$ 174.50	\$ 278.20	\$ 221.25	\$ 221.25	\$ -
101-41110-331	TRAVEL/TRAINING	\$ 285.00	\$ 170.00	\$ 2,048.98	\$ 400.00	\$ 2,500.00	\$ 2,100.00
101-41110-350	PRINTING & PUBLISHING	\$ 3,222.50	\$ 3,811.25	\$ 1,794.00	\$ 3,500.00	\$ 3,500.00	\$ -
101-41110-433	DUES AND SUBSCRIPTIONS	\$ 5,320.00	\$ 7,300.00	\$ 3,349.00	\$ 7,485.00	\$ 9,485.00	\$ 2,000.00
101-41110-437	MISCELLANEOUS	\$ 104.55	\$ -	\$ 6,994.65	\$ -	\$ -	\$ -
101-41110-489	EMPLOYEE APPREC/RETENTION	\$ 851.74	\$ 1,484.35	\$ 998.96	\$ 800.00	\$ 800.00	\$ -
101-41110-490	CONTRIB TO COMMUNITY SERVICE	\$ 10,200.00	\$ 9,000.00	\$ -	\$ 9,000.00	\$ 9,000.00	\$ -
101-41110-570	CAPITAL OUTLAY (OFFICE EQUIP)	\$ 353.92	\$ 500.60	\$ 350.00	\$ -	\$ -	\$ -
101-41110-720	TRANS OUT TO 407 (BEATIFICAT)	\$ 1,100.00	\$ 1,100.00	\$ -	\$ 1,100.00	\$ 1,100.00	\$ -
101-41110-721	TRANS OUT 407 (FOOD SHEL	\$ 1,800.00	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00	\$ -
101-41118-103	SALARIES (P/T) LEGISLATIVE	\$ 11,305.00	\$ 9,959.00	\$ 8,825.00	\$ 16,424.00	\$ 19,500.00	\$ 3,076.00
101-41118-122	FICA - LEGISLATIVE	\$ 579.08	\$ 617.46	\$ 547.29	\$ 607.00	\$ 1,209.00	\$ 602.00
101-41118-125	MEDICARE - LEGISLATIVE	\$ 135.52	\$ 144.47	\$ 128.06	\$ 142.00	\$ 276.90	\$ 134.90
101-41118-150	WORKER'S COMPENSATION	\$ 2,653.98	\$ 1,553.18	\$ 999.55	\$ 1,350.00	\$ 1,512.00	\$ 162.00
		\$ 38,174.31	\$ 37,614.81	\$ 26,313.69	\$ 42,829.25	\$ 50,904.15	\$ 8,074.90
<b>ELECTIONS</b>							
101-41200-210	OTHER SUPPLIES	\$ -	\$ 977.75	\$ 261.93	\$ -	\$ 1,000.00	\$ 1,000.00
101-41200-311	PAYROLL EXPENSE-ELECT JUDGE	\$ -	\$ 2,931.50	\$ -	\$ -	\$ 3,500.00	\$ 3,500.00
101-41200-331	TRAVEL/TRAINING	\$ -	\$ 70.00	\$ -	\$ -	\$ 100.00	\$ 100.00
101-41200-350	PRINTING & PUBLISHING	\$ -	\$ 159.50	\$ -	\$ 125.00	\$ 200.00	\$ 75.00
101-41200-405	MAINT CONTRACT (VOTING MACH)	\$ 377.50	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ -
101-41200-580	CAPITAL OUTLAY (OTHER EQUIP.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 377.50	\$ 4,138.75	\$ 661.93	\$ 525.00	\$ 5,200.00	\$ 4,675.00
<b>PLANNING AND ZONING</b>							
101-41330-301	AUDIT FEES	\$ 263.02	\$ 174.50	\$ 278.20	\$ 221.25	\$ 221.25	\$ -
101-41330-303	ENGINEERING FEES	\$ (17,757.50)	\$ 5,019.00	\$ 1,956.50	\$ 250.00	\$ 250.00	\$ -
101-41330-304	LEGAL FEES	\$ 2,565.00	\$ 4,702.50	\$ 1,755.00	\$ 780.00	\$ 3,500.00	\$ 2,720.00
101-41330-310	OTHER CONSULTANT	\$ 5,717.99	\$ 16,856.80	\$ 4,799.50	\$ 1,500.00	\$ 3,000.00	\$ 1,500.00
101-41330-312	RECORDING FEES VARIANCE & SUPS	\$ -	\$ 1,689.30	\$ 230.00	\$ 200.00	\$ 200.00	\$ -
101-41330-322	POSTAGE	\$ 181.50	\$ 121.50	\$ 90.00	\$ 180.00	\$ 180.00	\$ -
101-41330-331	TRAVEL/TRAINING	\$ -	\$ -	\$ -	\$ 250.00	\$ 250.00	\$ -
101-41330-350	PRINTING & PUBLISHING	\$ 357.50	\$ 1,054.62	\$ 302.40	\$ 200.00	\$ 200.00	\$ -
101-41330-437	MISCELLANEOUS	\$ 52.77	\$ 14,119.20	\$ -	\$ 50.00	\$ 50.00	\$ -
101-41339-103	SALARIES (P/T) - P & Z	\$ 1,220.00	\$ 1,020.00	\$ 1,330.00	\$ 1,320.00	\$ 1,320.00	\$ -
101-41339-122	FICA - P & Z	\$ 75.64	\$ 63.24	\$ 82.46	\$ 82.00	\$ 82.00	\$ -

**GENERAL FUND EXPENDITURES**

Account Number	Account Title	12/31/2021	12/31/2022	7/31/2023	12/31/2023	12/31/2024	Budget Variance
		Actual	Actual	Actual	Budget	Budget	From Prior Year
101-41339-125	MEDICARE - P & Z	\$ 17.71	\$ 14.85	\$ 19.37	\$ 19.00	\$ 19.00	\$ -
101-41339-150	WORKER'S COMPENSATION	\$ 1,864.80	\$ 1,556.41	\$ 995.10	\$ 1,350.00	\$ 1,512.00	\$ 162.00
		\$ (5,441.57)	\$ 46,391.92	\$ 11,838.53	\$ 6,402.25	\$ 10,784.25	\$ 4,382.00
ADMINISTRATION			\$ -				
101-41400-101	WAGES (F/T)	\$ 134,034.02	\$ 180,177.44	\$ 109,840.53	\$ 195,429.52	\$ 213,371.09	\$ 17,941.57
101-41400-102	OVERTIME (F/T)	\$ 606.05	\$ 171.43	\$ -	\$ 500.00	\$ 500.00	\$ -
101-41400-103	SALARIES (P/T)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-41400-121	PERA	\$ 10,784.99	\$ 13,036.83	\$ 3,856.41	\$ 14,694.71	\$ 16,040.33	\$ 1,345.62
101-41400-122	FICA	\$ 8,382.44	\$ 10,307.79	\$ 3,534.76	\$ 12,147.63	\$ 13,260.01	\$ 1,112.38
101-41400-125	MEDICARE	\$ 1,959.86	\$ 2,410.95	\$ (688.17)	\$ 2,782.20	\$ 3,036.97	\$ 254.77
101-41400-130	INSURANCE BENEFITS	\$ 16,550.70	\$ 34,334.15	\$ 12,453.27	\$ 20,815.43	\$ 24,978.52	\$ 4,163.09
101-41400-150	WORKER'S COMPENSATION	\$ 3,269.45	\$ 2,793.37	\$ 1,783.50	\$ 2,400.00	\$ 2,688.00	\$ 288.00
101-41400-200	OFFICE SUPPLIES	\$ 4,522.07	\$ 4,272.45	\$ 1,474.90	\$ 3,500.00	\$ 4,500.00	\$ 1,000.00
101-41400-210	OTHER SUPPLIES	\$ 843.62	\$ 1,128.33	\$ 1,075.14	\$ 700.00	\$ 1,000.00	\$ 300.00
101-41400-301	AUDIT FEES	\$ 1,578.12	\$ 1,643.00	\$ 1,669.20	\$ 1,327.50	\$ 1,327.50	\$ -
101-41400-303	ENGINEERING FEES	\$ 10,681.07	\$ 1,459.00	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -
101-41400-304	LEGAL EXPENSES	\$ 15,069.00	\$ 8,693.50	\$ 3,240.00	\$ 7,000.00	\$ 7,000.00	\$ -
101-41400-310	OTHER CONSULTANT	\$ 507.52	\$ 6,731.43	\$ 1,206.32	\$ 1,000.00	\$ 1,000.00	\$ -
101-41400-311	PAYROLL EXPENSE	\$ 812.27	\$ 345.23	\$ -	\$ 660.00	\$ -	\$ (660.00)
101-41400-321	TELEPHONE/INTERNET	\$ 5,762.11	\$ 4,554.38	\$ 2,870.27	\$ 5,200.00	\$ 5,200.00	\$ -
101-41400-322	POSTAGE	\$ 3,302.03	\$ 2,346.01	\$ 1,835.39	\$ 3,200.00	\$ 3,200.00	\$ -
101-41400-331	TRAVEL/TRAINING	\$ 4,354.06	\$ 1,006.63	\$ 1,678.41	\$ 5,000.00	\$ 5,000.00	\$ -
101-41400-350	PRINTING AND PUBLISHING	\$ 1,104.73	\$ 2,800.68	\$ 1,138.80	\$ 1,500.00	\$ 2,000.00	\$ 500.00
101-41400-360	COMP INSURANCE	\$ 1,316.65	\$ 1,377.95	\$ 1,156.20	\$ 1,541.00	\$ 1,772.15	\$ 231.15
101-41400-381	ELECTRICITY	\$ -	\$ -	\$ 42,333.52	\$ -	\$ -	\$ -
101-41400-404	MAINT. & REPAIR (EQUIPMENT)	\$ 491.00	\$ -	\$ 88.58	\$ -	\$ -	\$ -
101-41400-405	MAINT. CONTRACT-COPIER	\$ 1,583.24	\$ 2,939.72	\$ 1,602.04	\$ 3,200.00	\$ 3,200.00	\$ -
101-41400-406	MAINT CONTRACT-SOFTWARE	\$ 5,473.21	\$ 13,262.42	\$ 7,061.89	\$ 3,600.00	\$ 6,000.00	\$ 2,400.00
101-41400-407	MAINTENANCE - TECHNOLOGY	\$ 4,549.26	\$ 2,998.04	\$ 2,123.93	\$ 4,000.00	\$ 4,000.00	\$ -
101-41400-413	POSTAGE METER RENT	\$ 1,094.36	\$ 771.26	\$ 530.59	\$ 450.00	\$ 450.00	\$ -
101-41400-431	CASH SHORT	\$ -	\$ (62.17)	\$ -	\$ -	\$ -	\$ -
101-41400-433	DUES AND SUBSCRIPTIONS	\$ 874.12	\$ 380.00	\$ 150.00	\$ 800.00	\$ 800.00	\$ -
101-41400-437	MISCELLANEOUS	\$ 3,169.15	\$ 2,208.56	\$ (1,679.35)	\$ 500.00	\$ 500.00	\$ -
101-41400-438	CREDIT CARD FEES	\$ 1,071.18	\$ 1,110.94	\$ 928.77	\$ 700.00	\$ 1,200.00	\$ 500.00
101-41400-439	SALES TAX	\$ 1,593.00	\$ 526.45	\$ 563.73	\$ -	\$ -	\$ -
101-41400-570	CAPITAL OUTLAY (OFFICE EQUIP)	\$ 4,117.77	\$ 2,455.71	\$ 1,869.86	\$ 1,100.00	\$ 2,500.00	\$ 1,400.00
101-41400-575	CAPITAL OUTLAY (SOFTWARE)	\$ 123.49	\$ -	\$ -	\$ -	\$ -	\$ -

**GENERAL FUND EXPENDITURES**

Account Number	Account Title	12/31/2021 Actual	12/31/2022 Actual	7/31/2023 Actual	12/31/2023 Budget	12/31/2024 Budget	Budget Variance From Prior Year
		\$ 249,580.54	\$ 306,181.48	\$ 203,698.49	\$ 297,747.99	\$ 328,524.56	\$ 30,776.57
ASSESSOR			\$ -				
101-41550-302	ASSESSORS' FEES	\$ 21,900.00	\$ 22,410.00	\$ 26,240.00	\$ 24,250.00	\$ 24,250.00	\$ -
101-41550-350	PRINTING & PUBLISHING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 21,900.00	\$ 22,410.00	\$ 26,240.00	\$ 24,250.00	\$ 24,250.00	\$ -
CITY HALL			\$ -				
101-41940-150	WORKER'S COMPENSATION	\$ 1,831.74	\$ 1,531.22	\$ 980.21	\$ 1,400.00	\$ 1,568.00	\$ 168.00
101-41940-210	OPERATING SUPPLIES	\$ 1,824.46	\$ 1,828.59	\$ 1,901.75	\$ 2,000.00	\$ 2,000.00	\$ -
101-41940-220	MAINT & REPAIR SUPPLIES	\$ -	\$ -	\$ -	\$ 200.00	\$ 200.00	\$ -
101-41940-308	CONTRACTED CLEANING SERVICE	\$ 9,432.50	\$ 6,126.40	\$ 4,716.25	\$ 7,650.00	\$ 7,650.00	\$ -
101-41940-311	PAYROLL EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-41940-360	COMP INSURANCE	\$ 2,836.29	\$ 4,755.75	\$ 6,252.40	\$ 8,400.00	\$ 9,660.00	\$ 1,260.00
101-41940-381	ELECTRICITY-CITY HALL	\$ 12,448.45	\$ 22,329.21	\$ 5,595.16	\$ 13,200.00	\$ 22,000.00	\$ 8,800.00
101-41940-382	WATER & SEWER-CITY HALL	\$ 5,257.93	\$ (180.99)	\$ 1,686.26	\$ 3,500.00	\$ 3,500.00	\$ -
101-41940-383	NATURAL GAS-CITY HALL	\$ 4,187.95	\$ 4,014.79	\$ 5,490.82	\$ 4,000.00	\$ 4,400.00	\$ 400.00
101-41940-385	BUILDING SECURITY	\$ 252.45	\$ 251.40	\$ 146.65	\$ 350.00	\$ 350.00	\$ -
101-41940-401	MAINT & REPAIR (BLDG)	\$ 7,163.50	\$ 7,654.23	\$ 7,597.20	\$ 8,000.00	\$ 8,000.00	\$ -
101-41940-404	MAINT & REPAIR	\$ -	\$ 40.00	\$ -	\$ 100.00	\$ 100.00	\$ -
101-41940-437	MISCELLANEOUS	\$ 63.98	\$ 890.00	\$ 1,011.50	\$ 700.00	\$ 700.00	\$ -
101-41940-560	CAPITAL OUTLAY (FURNITURE)	\$ -	\$ -	\$ 660.00	\$ -	\$ -	\$ -
101-41940-580	CAPITAL OUTLAY (EQUIPMENT)	\$ 635.00	\$ -	\$ -	\$ -	\$ -	\$ -
101-41943-101	WAGES (P/T) - PW CREW TIME	\$ 4,123.40	\$ 4,209.77	\$ 2,645.97	\$ 4,561.02	\$ 5,042.72	\$ 481.70
101-41943-102	WAGES (O/T) - PW CREW TIME	\$ 15.38	\$ 195.82	\$ 274.54	\$ 453.00	\$ 499.96	\$ 46.96
101-41943-105	ON CALL-PUBLIC WORKS	\$ 277.50	\$ 165.08	\$ 65.10	\$ 109.20	\$ 109.20	\$ -
101-41943-121	PERA - PUBLIC WORKS	\$ 329.79	\$ 341.45	\$ 223.74	\$ 372.83	\$ 423.89	\$ 51.06
101-41943-122	FICA - PUBLIC WORKS	\$ 249.35	\$ 256.40	\$ 171.16	\$ 308.21	\$ 350.42	\$ 42.21
101-41943-125	MEDICARE - PUBLIC WORKS	\$ 58.37	\$ 59.83	\$ 40.07	\$ 70.59	\$ 80.26	\$ 9.67
101-41943-130	INSURANCE BENEFITS - PW Crew	\$ 953.18	\$ 1,008.94	\$ 694.33	\$ 1,235.72	\$ 1,482.86	\$ 247.14
		\$ 51,941.22	\$ 55,477.89	\$ 40,153.11	\$ 56,610.57	\$ 68,117.31	\$ 11,506.74
POLICE DEPARTMENT			\$ -				
101-42100-101	WAGES (F/T)	\$ 352,312.70	\$ 392,466.59	\$ 236,478.51	\$ 413,539.36	\$ 449,095.30	\$ 35,555.94
101-42100-102	OVERTIME (F/T)	\$ 17,699.63	\$ 18,488.03	\$ 11,688.46	\$ 18,000.00	\$ 23,969.38	\$ 5,969.38
101-42100-103	SALARIES (P/T)	\$ 28,770.12	\$ 23,770.09	\$ 15,534.60	\$ 25,000.00	\$ 25,000.00	\$ -
101-42100-104	SALARIES (P/T) - SECRETARY	\$ 42,517.01	\$ 33,361.08	\$ 22,217.87	\$ 48,555.52	\$ 49,978.94	\$ 1,423.42
101-42100-121	PERA	\$ 74,808.77	\$ 71,242.55	\$ 45,138.41	\$ 80,807.47	\$ 91,905.87	\$ 11,098.40
101-42100-122	FICA	\$ 2,725.86	\$ 2,919.52	\$ 1,832.94	\$ 3,010.44	\$ 3,098.69	\$ 88.25
101-42100-125	MEDICARE	\$ 6,041.06	\$ 6,113.28	\$ 3,920.15	\$ 7,172.35	\$ 7,782.22	\$ 609.87

**GENERAL FUND EXPENDITURES**

Account Number	Account Title	12/31/2021	12/31/2022	7/31/2023	12/31/2023	12/31/2024	Budget Variance
		Actual	Actual	Actual	Budget	Budget	From Prior Year
101-42100-130	INSURANCE BENEFITS	\$ 74,103.94	\$ 73,731.98	\$ 49,104.04	\$ 85,074.24	\$ 102,089.09	\$ 17,014.85
101-42100-150	WORKER'S COMPENSATION	\$ 26,256.37	\$ 27,498.20	\$ 22,749.27	\$ 30,000.00	\$ 33,600.00	\$ 3,600.00
101-42100-200	OFFICE SUPPLIES	\$ 1,672.65	\$ 840.36	\$ 2,037.92	\$ 2,500.00	\$ 2,500.00	\$ -
101-42100-210	OPERATING SUPPLIES	\$ 1,719.75	\$ 1,260.11	\$ 1,249.71	\$ 1,300.00	\$ 1,500.00	\$ 200.00
101-42100-211	RANGE TRAINING SUPPLIES	\$ 571.64	\$ 2,670.78	\$ 1,614.79	\$ 2,500.00	\$ 2,500.00	\$ -
101-42100-212	MOTOR FUELS-POLICE DEPT	\$ 13,868.46	\$ 17,797.78	\$ 7,951.76	\$ 16,500.00	\$ 16,500.00	\$ -
101-42100-217	CLOTHING/UNIFORMS	\$ 3,695.05	\$ 4,230.02	\$ 1,412.03	\$ 5,000.00	\$ 5,000.00	\$ -
101-42100-240	VEHICLE EQUIPMENT	\$ 198.01	\$ 2,235.34	\$ 305.30	\$ 2,000.00	\$ 2,000.00	\$ -
101-42100-241	POLICE EQUIPMENT	\$ 3,737.68	\$ 4,000.42	\$ 1,657.42	\$ 3,000.00	\$ 3,000.00	\$ -
101-42100-301	AUDIT FEES	\$ 4,471.34	\$ 2,966.50	\$ 4,729.40	\$ 3,761.25	\$ 3,761.25	\$ -
101-42100-304	LEGAL FEES (PROSECUTIONS)	\$ 21,971.25	\$ 26,742.67	\$ 12,096.32	\$ 23,500.00	\$ 29,500.00	\$ 6,000.00
101-42100-306	PERSONNEL TESTING & RECRUIT.	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
101-42100-307	STATE FEE-TRAFFIC CITATIONS	\$ -	\$ 300.00	\$ 80.00	\$ 800.00	\$ 800.00	\$ -
101-42100-308	CONTRACTED CLEANING SERVICE	\$ 2,058.00	\$ 1,764.00	\$ 1,029.00	\$ 1,620.00	\$ 1,620.00	\$ -
101-42100-311	PAYROLL EXPENSE	\$ 2,842.96	\$ 1,208.62	\$ -	\$ 2,060.00		\$ (2,060.00)
101-42100-313	TRANSCRIPTIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-42100-314	SPECIAL INVESTIGATIONS	\$ 246.56	\$ 359.50	\$ 441.15	\$ 1,500.00	\$ 1,500.00	\$ -
101-42100-315	VETERINARY SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-42100-316	NARCOTICS ENFORCEMENT	\$ 55.81	\$ 24.95	\$ -	\$ 600.00	\$ 600.00	\$ -
101-42100-320	COMPUTER DATA ACCESS LINE	\$ -	\$ -	\$ -	\$ 250.00	\$ 250.00	\$ -
101-42100-321	TELEPHONE/INTERNET	\$ 8,578.29	\$ 7,623.46	\$ 5,095.60	\$ 7,200.00	\$ 8,000.00	\$ 800.00
101-42100-322	POSTAGE	\$ 507.37	\$ 387.55	\$ 442.57	\$ 400.00	\$ 400.00	\$ -
101-42100-323	RADIO UNITS	\$ 2,100.00	\$ 2,205.00	\$ -	\$ 1,020.00	\$ 2,500.00	\$ 1,480.00
101-42100-324	STATE CHARGES-BCA	\$ 810.00	\$ 1,620.00	\$ -	\$ 1,080.00	\$ 1,080.00	\$ -
101-42100-331	TRAVEL/TRAINING	\$ 4,038.83	\$ 3,920.84	\$ 490.00	\$ 3,000.00	\$ 4,000.00	\$ 1,000.00
101-42100-335	VEHICLE LICENSE	\$ 177.00	\$ 525.51	\$ -	\$ 600.00	\$ 600.00	\$ -
101-42100-350	PRINTING & PUBLISHING	\$ 1,319.39	\$ 821.22	\$ 956.19	\$ 500.00	\$ 1,000.00	\$ 500.00
101-42100-360	COMP INSURANCE	\$ 2,118.71	\$ 2,447.84	\$ 3,250.36	\$ 4,300.00	\$ 4,945.00	\$ 645.00
101-42100-361	VEHICLE INSURANCE	\$ 4,795.07	\$ 5,634.24	\$ 3,706.13	\$ 5,000.00	\$ 5,750.00	\$ 750.00
101-42100-404	MAINT & REPAIR (EQUIP)	\$ 68.00	\$ 310.98	\$ (300.00)	\$ 500.00	\$ 500.00	\$ -
101-42100-405	MAINT. CONTRACT SOFTWARE	\$ 2,664.14	\$ 2,743.95	\$ 2,728.15	\$ 5,000.00	\$ 5,000.00	\$ -
101-42100-406	MAINT CONTRACT-COPIER	\$ 360.10	\$ 392.81	\$ 210.97	\$ 250.00	\$ 500.00	\$ 250.00
101-42100-407	MAINT & REPAIR (TECHNOLOGY)	\$ 3,988.43	\$ 6,948.06	\$ 3,504.65	\$ 7,000.00	\$ 7,000.00	\$ -
101-42100-408	MAINT & REPAIR (VEHICLE)	\$ 5,444.65	\$ 7,418.79	\$ 3,700.83	\$ 7,400.00	\$ 7,400.00	\$ -
101-42100-413	POSTAGE METER RENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-42100-414	IMPOUND FEE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-42100-433	DUES & SUBSCRIPTIONS	\$ 1,422.22	\$ 3,823.92	\$ 2,041.00	\$ 1,000.00	\$ 4,000.00	\$ 3,000.00

## GENERAL FUND EXPENDITURES

Account Number	Account Title	12/31/2021 Actual	12/31/2022 Actual	7/31/2023 Actual	12/31/2023 Budget	12/31/2024 Budget	Budget Variance From Prior Year
101-42100-436	TOWING CHARGES	\$ 540.00	\$ 984.00	\$ 500.00	\$ 200.00	\$ 200.00	\$ -
101-42100-437	MISCELLANEOUS	\$ 250.00	\$ -	\$ 1,437.67	\$ 400.00	\$ 400.00	\$ -
101-42100-438	COMMUNITY POLICING EVENTS	\$ 15.20	\$ 526.41	\$ 904.29	\$ 200.00	\$ 1,000.00	\$ 800.00
101-42100-439	SALES TAX	\$ 4.00	\$ 8.05	\$ 2.36	\$ -	\$ -	\$ -
101-42100-550	CAPITAL OUTLAY (VEHICLE)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-42100-560	CAPITAL OUTLAY (FURNITURE)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-42100-575	CAPITAL OUTLAY (SOFTWARE)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-42100-580	CAPITAL OUTLAY (OTHER EQPT)	\$ 1,232.29	\$ 1,162.00	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -
		\$ 722,778.31	\$ 765,497.00	\$ 471,939.82	\$ 825,600.63	\$ 914,325.74	\$ 88,725.11
FIRE DEPARTMENT			\$ -				
101-42200-124	FIRE RELIEF ASSOCIATION	\$ 56,318.53	\$ 61,175.12	\$ 3,000.00	\$ 45,000.00	\$ 45,000.00	\$ -
101-42200-126	FIRE RELIEF ASSOC (MUNI CONTR)	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -
101-42200-150	WORKER'S COMPENSATION	\$ 17,352.78	\$ 14,453.85	\$ 10,131.04	\$ 13,500.00	\$ 15,120.00	\$ 1,620.00
101-42200-200	OFFICE SUPPLIES	\$ 485.56	\$ 227.92	\$ 215.93	\$ 1,000.00	\$ 1,000.00	\$ -
101-42200-207	TRAINING SUPPLIES	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00	\$ -
101-42200-210	OTHER SUPPLIES	\$ 2,878.48	\$ 2,960.70	\$ 730.07	\$ 2,500.00	\$ 2,500.00	\$ -
101-42200-212	MOTOR FUELS-FIRE DEPT	\$ 3,119.28	\$ 5,671.92	\$ 3,037.60	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00
101-42200-217	CLOTHING	\$ 3,310.63	\$ 10,004.09	\$ 1,200.65	\$ 20,000.00	\$ 20,000.00	\$ -
101-42200-220	MAINT & REPAIR SUPPLIES	\$ 598.84	\$ 917.16	\$ 11.81	\$ 750.00	\$ 750.00	\$ -
101-42200-221	EQUIPMENT/PARTS	\$ -	\$ 232.99	\$ -	\$ 500.00	\$ 500.00	\$ -
101-42200-240	TOOLS & SMALL EQUIPMENT	\$ 1,281.31	\$ 1,326.01	\$ 1,723.70	\$ 1,500.00	\$ 1,500.00	\$ -
101-42200-301	AUDIT FEES	\$ 1,315.10	\$ 872.50	\$ 1,391.00	\$ 1,200.00	\$ 1,200.00	\$ -
101-42200-304	LEGAL FEES	\$ -	\$ 607.50	\$ -	\$ 100.00	\$ 100.00	\$ -
101-42200-305	MEDICAL FEES	\$ 7,804.39	\$ 6,418.22	\$ 12,339.77	\$ 7,500.00	\$ 7,500.00	\$ -
101-42200-306	PERSONNEL TESTING & RECRUIT.	\$ -	\$ -	\$ (19.75)	\$ 1,300.00	\$ 1,300.00	\$ -
101-42200-308	CONTRACTED CLEANING SERVICE	\$ 3,430.00	\$ 2,450.00	\$ 1,715.00	\$ 3,000.00	\$ 3,000.00	\$ -
101-42200-311	PAYROLL EXPENSE	\$ 243.67	\$ 103.52	\$ -	\$ 160.00		\$ (160.00)
101-42200-321	TELEPHONE	\$ 2,304.13	\$ 2,598.36	\$ 1,824.75	\$ 2,600.00	\$ 2,600.00	\$ -
101-42200-322	POSTAGE	\$ 433.00	\$ 255.47	\$ 180.00	\$ 500.00	\$ 500.00	\$ -
101-42200-323	RADIO UNITS	\$ 7,423.25	\$ 5,124.30	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
101-42200-331	TRAVEL/TRAINING	\$ 18,392.01	\$ 14,136.12	\$ 12,999.14	\$ 12,000.00	\$ 12,000.00	\$ -
101-42200-335	VEHICLE LICENSE	\$ 61.25	\$ 66.17	\$ -	\$ 100.00	\$ 100.00	\$ -
101-42200-350	PRINTING & PUBLISHING	\$ 20.00	\$ 608.00	\$ -	\$ 500.00	\$ 500.00	\$ -
101-42200-351	PRINTING & PUBL FD CALANDER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-42200-360	COMP INSURANCE	\$ 3,763.83	\$ 5,589.55	\$ 6,152.37	\$ 8,200.00	\$ 9,430.00	\$ 1,230.00
101-42200-361	VEHICLE INSURANCE	\$ 2,225.38	\$ 2,092.61	\$ 1,663.61	\$ 5,500.00	\$ 6,325.00	\$ 825.00
101-42200-381	ELECTRICITY-FIRE DEPT	\$ 5,721.71	\$ 9,494.66	\$ 900.07	\$ 8,000.00	\$ 8,000.00	\$ -

**GENERAL FUND EXPENDITURES**

Account Number	Account Title	12/31/2021 Actual	12/31/2022 Actual	7/31/2023 Actual	12/31/2023 Budget	12/31/2024 Budget	Budget Variance From Prior Year
101-42200-382	WATER & SEWER-FIRE DEPT	\$ 1,338.33	\$ 1,541.88	\$ 691.20	\$ 2,000.00	\$ 2,000.00	\$ -
101-42200-383	NATURAL GAS-FIRE DEPT	\$ 6,004.26	\$ 6,130.94	\$ 5,326.75	\$ 4,000.00	\$ 4,000.00	\$ -
101-42200-401	MAINT & REPAIR (BLDG)	\$ 5,030.37	\$ 9,000.91	\$ 3,775.10	\$ 10,000.00	\$ 10,000.00	\$ -
101-42200-404	MAINT & REPAIR (EQUIP)	\$ 4,099.93	\$ 4,887.36	\$ 1,636.75	\$ 1,000.00	\$ 1,000.00	\$ -
101-42200-405	MAINT. CONTRACT (SOFTWARE)	\$ 929.66	\$ 10,893.54	\$ (226.73)	\$ 1,000.00	\$ 6,500.00	\$ 5,500.00
101-42200-406	MAINT CONTRACT(AIR COMPRESS)	\$ -	\$ 75.15	\$ -	\$ -	\$ -	\$ -
101-42200-407	MAINT. CONTRACT-COPIER	\$ -	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ -
101-42200-408	MAINT & REPAIR (VEHICLE)	\$ 19,848.97	\$ 26,897.71	\$ 40,491.84	\$ 20,000.00	\$ 20,000.00	\$ -
101-42200-433	DUES & SUBSCRIPTIONS	\$ 1,236.00	\$ 1,986.00	\$ 808.23	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
101-42200-437	MISCELLANEOUS	\$ 821.59	\$ 141.83	\$ 183.49	\$ 500.00	\$ 500.00	\$ -
101-42200-550	CAPITAL OUTLAY (VEHICLE)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-42200-580	CAPITAL OUTLAY (OTHER EPMT)	\$ 30.00	\$ -	\$ -	\$ -	\$ -	\$ -
101-42201-103	SALARIES (P/T) - FIRE DEPT	\$ 44,074.86	\$ 58,031.81	\$ 23,016.81	\$ 49,200.00	\$ 55,000.00	\$ 5,800.00
101-42201-122	FICA - FIRE DEPT	\$ 3,150.73	\$ 3,269.25	\$ 1,427.04	\$ 2,542.00	\$ 3,410.00	\$ 868.00
101-42201-125	MEDICARE - FIRE DEPT	\$ 938.65	\$ 764.60	\$ 333.77	\$ 582.20	\$ 781.00	\$ 198.80
101-42203-101	WAGES (F/T) - PW CREW TIME	\$ 5,826.67	\$ 5,449.92	\$ 3,525.44	\$ 6,149.10	\$ 6,744.65	\$ 595.55
101-42203-102	WAGES (O/T) - PW CREW TIME	\$ 48.28	\$ 189.97	\$ 228.01	\$ 299.37	\$ 329.44	\$ 30.07
101-42203-105	ON CALL-PUBLIC WORKS	\$ 178.56	\$ 104.87	\$ 38.40	\$ 62.40	\$ 62.40	\$ -
101-42203-121	PERA - PUBLIC WORKS	\$ 453.73	\$ 418.61	\$ 284.46	\$ 488.32	\$ 535.24	\$ 46.92
101-42203-122	FICA - PUBLIC WORKS	\$ 402.57	\$ 340.19	\$ 226.58	\$ 403.67	\$ 442.46	\$ 38.79
101-42203-125	MEDICARE - PUBLIC WORKS	\$ 94.30	\$ 79.55	\$ 52.91	\$ 92.45	\$ 101.34	\$ 8.89
101-42203-130	INSURANCE BENEFITS - PUBLIC W	\$ 929.31	\$ 762.07	\$ 396.79	\$ 784.56	\$ 941.47	\$ 156.91
		\$ 236,919.90	\$ 281,352.90	\$ 141,413.60	\$ 247,114.07	\$ 267,873.00	\$ 20,758.93
BUILDING INSPECTOR			\$ -				
101-42400-301	AUDIT FEE	\$ 526.04	\$ 349.00	\$ 556.40	\$ 442.50	\$ 442.50	\$ -
101-42400-310	INSPECTOR'S FEES	\$ 30,404.56	\$ 51,763.37	\$ 32,646.29	\$ 25,000.00	\$ 25,000.00	\$ -
101-42400-311	PAYROLL EXPENSE	\$ 162.46	\$ 69.05	\$ -	\$ 150.00		\$ (150.00)
101-42400-438	STATE SURCHARGE TAX	\$ 592.11	\$ 7,876.54	\$ 2,729.76	\$ 2,000.00	\$ 2,000.00	\$ -
101-42406-101	SALARY (F/T) - PW/ADMIN	\$ 27,658.61	\$ 32,669.08	\$ 20,013.47	\$ 35,280.75	\$ 38,520.21	\$ 3,239.46
101-42406-102	OVERTIME (F/T) - PW/ADMIN	\$ 12.67	\$ 102.81	\$ -	\$ 200.00	\$ 200.00	\$ -
101-42406-103	SALARIES (P/T) LEGISLATIVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-42406-121	PERA	\$ 2,184.98	\$ 2,299.54	\$ 1,501.02	\$ 2,661.06	\$ 2,904.02	\$ 242.96
101-42406-122	FICA	\$ 1,800.82	\$ 1,875.98	\$ 1,219.68	\$ 2,199.81	\$ 2,400.65	\$ 200.84
101-42406-125	MEDICARE	\$ 421.04	\$ 438.73	\$ 285.26	\$ 503.83	\$ 549.83	\$ 46.00
101-42406-130	INSURANCE BENEFITS	\$ 2,609.94	\$ 3,214.62	\$ 1,304.19	\$ 2,484.15	\$ 2,484.15	\$ -
		\$ 66,373.23	\$ 100,658.72	\$ 60,256.07	\$ 70,922.10	\$ 74,501.36	\$ 3,579.26
CIVIC DEFENSE			\$ -				

**GENERAL FUND EXPENDITURES**

Account Number	Account Title	12/31/2021 Actual	12/31/2022 Actual	7/31/2023 Actual	12/31/2023 Budget	12/31/2024 Budget	Budget Variance From Prior Year
101-42500-404	MAINT. & REPAIR (EQUIPMENT)	\$ -	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ -
		\$ -	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ -
ANIMAL CONTROL			\$ -				
101-42700-210	OTHER SUPPLIES	\$ -	\$ 61.15	\$ -	\$ 150.00	\$ 150.00	\$ -
101-42700-315	VETERINARY SERVICES	\$ -	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ -
		\$ -	\$ 61.15	\$ -	\$ 550.00	\$ 550.00	\$ -
PUBLIC WORKS			\$ -				
101-43000-101	SALARIES (F/T)	\$ 77,397.23	\$ 86,392.61	\$ 51,230.36	\$ 88,283.52	\$ 97,877.36	\$ 9,593.84
101-43000-102	OVERTIME (F/T)	\$ 470.34	\$ 3,180.97	\$ 4,764.57	\$ 8,223.30	\$ 9,105.91	\$ 882.61
101-43000-105	ON CALL-PUBLIC WORKS	\$ 8,510.51	\$ 2,812.88	\$ 1,252.50	\$ 2,106.00	\$ 2,106.00	\$ -
101-43000-121	PERA - PUBLIC WORKS	\$ 6,769.98	\$ 6,582.06	\$ 4,279.18	\$ 7,395.96	\$ 8,181.70	\$ 785.74
101-43000-122	FICA - PUBLIC WORKS	\$ 5,106.92	\$ 5,220.25	\$ 3,567.84	\$ 6,113.99	\$ 6,763.53	\$ 649.54
101-43000-125	MEDICARE - PUBLIC WORKS	\$ 1,195.98	\$ 1,221.08	\$ 834.39	\$ 1,400.30	\$ 1,549.07	\$ 148.77
101-43000-130	INSURANCE BENEFITS - PUBLIC W	\$ 19,832.07	\$ 20,649.57	\$ 13,426.35	\$ 23,934.37	\$ 28,721.24	\$ 4,786.87
101-43000-150	WORKER'S COMPENSATION	\$ 1,858.72	\$ 1,531.22	\$ 980.21	\$ 1,300.00	\$ 1,456.00	\$ 156.00
101-43000-200	OFFICE SUPPLIES	\$ 85.40	\$ 2.38	\$ 1,157.77	\$ 500.00	\$ 500.00	\$ -
101-43000-210	OPERATIING SUPPLIES	\$ 9,426.99	\$ 11,578.40	\$ 5,375.61	\$ 9,000.00	\$ 10,000.00	\$ 1,000.00
101-43000-212	MOTOR FUELS-PUBLIC WORKS	\$ 15,563.33	\$ 20,712.58	\$ 9,769.15	\$ 18,000.00	\$ 20,000.00	\$ 2,000.00
101-43000-217	CLOTHING	\$ 200.00	\$ 987.57	\$ 966.22	\$ 800.00	\$ 1,000.00	\$ 200.00
101-43000-220	MAINT & REPAIR SUPPLIES	\$ 1,099.08	\$ 3,689.13	\$ 803.90	\$ 3,000.00	\$ 3,000.00	\$ -
101-43000-240	TOOLS & SMALL EQUIPMENT	\$ 1,385.42	\$ 2,836.48	\$ 4,383.00	\$ 2,000.00	\$ 2,000.00	\$ -
101-43000-301	AUDIT FEES	\$ 1,578.12	\$ 1,047.00	\$ 1,669.20	\$ 1,327.50	\$ 1,327.50	\$ -
101-43000-303	ENGINEERING FEES	\$ 539.00	\$ 12,761.50	\$ (4,147.50)	\$ -	\$ -	\$ -
101-43000-311	PAYROLL EXPENSE	\$ 568.59	\$ 241.61	\$ -	\$ 440.00		\$ (440.00)
101-43000-317	COMPOST SITE EXPENSE	\$ 1,465.00	\$ 24,659.86	\$ -	\$ 9,000.00	\$ 20,000.00	\$ 11,000.00
101-43000-321	TELEPHONE	\$ 3,470.42	\$ 3,894.77	\$ 2,429.26	\$ 2,250.00	\$ 4,000.00	\$ 1,750.00
101-43000-322	POSTAGE	\$ 129.96	\$ 81.00	\$ 60.00	\$ 115.00	\$ 115.00	\$ -
101-43000-323	RADIO UNITS/CELL PHONES	\$ 3,579.25	\$ 745.49	\$ 665.49	\$ 2,500.00	\$ 800.00	\$ (1,700.00)
101-43000-331	TRAVEL/TRAINING	\$ 732.50	\$ 740.00	\$ 4,534.00	\$ 1,000.00	\$ 1,000.00	\$ -
101-43000-335	VEHICLE LICENSES	\$ 21.00	\$ 271.77	\$ 170.50	\$ 250.00	\$ 250.00	\$ -
101-43000-350	PRINTING & PUBLISHING	\$ 20.59	\$ 445.50	\$ -	\$ 300.00	\$ 300.00	\$ -
101-43000-360	COMP INSURANCE	\$ 5,033.09	\$ 5,801.57	\$ 2,903.94	\$ 3,900.00	\$ 4,485.00	\$ 585.00
101-43000-361	VEHICLE INSURANCE	\$ 632.06	\$ 684.67	\$ 661.97	\$ 1,000.00	\$ 1,150.00	\$ 150.00
101-43000-365	INSURANCE CLAIMS	\$ -	\$ -	\$ -	\$ 250.00	\$ 250.00	\$ -
101-43000-381	ELECTRICITY-PUBLIC WORKS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-43000-382	WATER & SEWER-PUBLIC WORKS	\$ 1,470.15	\$ 1,521.92	\$ 1,656.01	\$ 2,300.00	\$ 2,300.00	\$ -
101-43000-383	NATURAL GAS-PUBLIC WORKS	\$ 904.42	\$ 710.76	\$ 618.76	\$ 800.00	\$ 800.00	\$ -

**GENERAL FUND EXPENDITURES**

Account Number	Account Title	12/31/2021	12/31/2022	7/31/2023	12/31/2023	12/31/2024	Budget Variance
		Actual	Actual	Actual	Budget	Budget	From Prior Year
101-43000-401	MAINT & REPAIR (BLDG)	\$ 2,130.54	\$ 4,173.84	\$ 2,044.28	\$ 3,000.00	\$ 3,000.00	\$ -
101-43000-404	MAINT & REPAIR (EQUIP)	\$ 4,776.18	\$ 5,868.39	\$ 4,470.87	\$ 4,000.00	\$ 5,000.00	\$ 1,000.00
101-43000-406	MAINT CONTRACT COPIER	\$ 302.82	\$ 411.76	\$ 136.10	\$ 360.00	\$ 360.00	\$ -
101-43000-407	MAINT & REPAIR (TECHNOLOGY)	\$ 69.20	\$ 1,550.14	\$ 876.18	\$ 1,600.00	\$ 1,600.00	\$ -
101-43000-408	MAINT & REPAIR (VEHICLE)	\$ 601.86	\$ 25.39	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
101-43000-417	UNIFORM RENTAL-PUBLIC WORKS	\$ 1,257.45	\$ 174.00	\$ -	\$ 1,400.00	\$ 1,400.00	\$ -
101-43000-433	DUES & SUBSCRIPTIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-43000-437	MISCELLANEOUS	\$ 21.22	\$ 31.91	\$ -	\$ 100.00	\$ 100.00	\$ -
101-43000-439	SALES TAX	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-43000-535	CAPITAL OUTLAY (SITE IMPRV)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-43007-102	OVERTIME (P/T) SEASONAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-43007-103	SALARIES (P/T) SEASONAL	\$ 187.35	\$ -	\$ -	\$ 4,031.04	\$ 4,272.90	\$ 241.86
101-43007-122	FICA - SEASONAL	\$ 40.00	\$ (13.95)	\$ -	\$ 249.92	\$ 264.92	\$ 15.00
101-43007-125	MEDICARE - SEASONAL	\$ 9.37	\$ (3.26)	\$ -	\$ 57.24	\$ 60.68	\$ 3.44
		\$ 178,442.11	\$ 233,222.82	\$ 121,540.11	\$ 213,288.14	\$ 246,096.81	\$ 32,808.67
STREETS			\$ -				
101-43100-101	SALARY (F/T)	\$ 79,411.02	\$ 84,528.46	\$ 50,132.32	\$ 89,266.11	\$ 98,810.80	\$ 9,544.69
101-43100-102	OVERTIME (F/T)	\$ 458.11	\$ 3,642.02	\$ 5,294.59	\$ 8,774.70	\$ 9,695.26	\$ 920.56
101-43100-105	ON CALL-PUBLIC WORKS	\$ 5,829.81	\$ 2,871.93	\$ 1,204.20	\$ 2,043.60	\$ 2,043.60	\$ -
101-43100-121	PERA	\$ 6,687.39	\$ 6,471.86	\$ 4,247.39	\$ 7,506.33	\$ 8,291.22	\$ 784.89
101-43100-122	FICA	\$ 5,048.50	\$ 4,871.57	\$ 3,254.30	\$ 6,205.23	\$ 6,854.08	\$ 648.85
101-43100-125	MEDICARE	\$ 1,182.15	\$ 1,139.37	\$ 761.09	\$ 1,421.20	\$ 1,569.81	\$ 148.61
101-43100-130	INSURANCE BENEFITS	\$ 18,738.15	\$ 20,056.75	\$ 12,711.61	\$ 23,186.98	\$ 27,824.38	\$ 4,637.40
101-43100-150	WORKER'S COMPENSATION	\$ 1,831.74	\$ 1,531.22	\$ 980.21	\$ 1,300.00	\$ 1,456.00	\$ 156.00
101-43100-210	OTHER SUPPLIES	\$ 453.26	\$ 265.18	\$ 23.33	\$ 200.00	\$ 200.00	\$ -
101-43100-212	MOTOR FUELS-STREETS	\$ 3,872.01	\$ 11,219.25	\$ 8,123.15	\$ 6,250.00	\$ 12,000.00	\$ 5,750.00
101-43100-224	STREET MAINT. MATERIALS	\$ 15,689.03	\$ 23,372.44	\$ 16,587.97	\$ 22,000.00	\$ 30,000.00	\$ 8,000.00
101-43100-226	SIGNAGE MATERIALS	\$ 2,059.36	\$ 2,107.00	\$ 999.45	\$ 4,000.00	\$ 2,500.00	\$ (1,500.00)
101-43100-240	SMALL TOOLS	\$ 736.71	\$ 375.93	\$ 374.74	\$ 500.00	\$ 500.00	\$ -
101-43100-301	AUDIT FEES	\$ 1,578.12	\$ 1,047.00	\$ 1,669.20	\$ 1,327.50	\$ 1,327.50	\$ -
101-43100-303	ENGINEERING FEES	\$ 27,395.00	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
101-43100-310	SNOW REMOVAL CONTRACTOR	\$ 420.00	\$ -	\$ 5,830.00	\$ 1,500.00	\$ 1,500.00	\$ -
101-43100-311	PAYROLL EXPENSE	\$ 568.59	\$ 241.61	\$ -	\$ 440.00		\$ (440.00)
101-43100-360	COMP INSURANCE	\$ 5,165.74	\$ 3,862.92	\$ 84.97	\$ 5,100.00	\$ 5,865.00	\$ 765.00
101-43100-361	VEHICLE INSURANCE	\$ 1,294.21	\$ 1,057.05	\$ 320.80	\$ 1,600.00	\$ 1,840.00	\$ 240.00
101-43100-381	ELECTRICITY (STREET LIGHTS)	\$ 41,867.28	\$ 32,156.42	\$ 1,305.59	\$ 58,300.00	\$ 37,000.00	\$ (21,300.00)
101-43100-403	MAINT & REPAIR (STREETS)	\$ 5,261.49	\$ 8,503.30	\$ 13,442.39	\$ 6,500.00	\$ 9,000.00	\$ 2,500.00

**GENERAL FUND EXPENDITURES**

Account Number	Account Title	12/31/2021 Actual	12/31/2022 Actual	7/31/2023 Actual	12/31/2023 Budget	12/31/2024 Budget	Budget Variance From Prior Year
101-43100-404	MAINT & REPAIR (EQUIP)	\$ 13,612.42	\$ 31,223.75	\$ 21,898.31	\$ 12,000.00	\$ 12,000.00	\$ -
101-43100-405	MAINT & REPAIR (DITCHES)	\$ 200.00	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00	\$ -
101-43100-406	MAINT & REPAIR (STR. LIGHTS)	\$ 1,056.39	\$ 37.17	\$ 705.66	\$ 2,500.00	\$ 2,500.00	\$ -
101-43100-436	RR CROSSING	\$ 150.00	\$ -	\$ -	\$ -	\$ -	\$ -
101-43100-437	MISCELLANEOUS	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -
		\$ 240,566.48	\$ 243,082.20	\$ 149,951.27	\$ 272,921.65	\$ 283,777.64	\$ 10,855.99
PARKS COMMISSION			\$ -				
101-45100-103	SALARIES (P/T) - PARKS COMM	\$ 1,170.00	\$ 1,570.00	\$ 1,190.00	\$ 1,320.00	\$ 1,320.00	\$ -
101-45100-122	FICA - PARK COMMISSION	\$ 72.54	\$ 95.48	\$ 73.78	\$ 81.84	\$ 81.84	\$ -
101-45100-125	MEDICARE - PARK COMMISSION	\$ 17.01	\$ 22.39	\$ 17.33	\$ 19.14	\$ 19.14	\$ -
101-45100-150	WORKER'S COMPENSATION	\$ 1,863.99	\$ 1,556.41	\$ 995.10	\$ 1,350.00	\$ 1,512.00	\$ 162.00
101-45100-301	AUDIT FEES	\$ 263.02	\$ 174.50	\$ 278.20	\$ 221.25	\$ 221.25	\$ -
101-45100-303	ENGINEERING FEES	\$ -	\$ 475.00	\$ -	\$ 100.00	\$ 100.00	\$ -
101-45100-304	LEGAL FEES	\$ -	\$ -	\$ 45.00	\$ 100.00	\$ 100.00	\$ -
101-45100-322	POSTAGE	\$ 181.50	\$ 121.50	\$ 90.00	\$ 170.00	\$ 170.00	\$ -
101-45100-405	MAINT. CONTRACT-COPIER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-45100-437	MISCELLANEOUS	\$ -	\$ -	\$ -	\$ 150.00	\$ 150.00	\$ -
		\$ 3,568.06	\$ 4,015.28	\$ 2,689.41	\$ 3,512.23	\$ 3,674.23	\$ 162.00
PARKS			\$ -				
101-45200-101	SALARY (F/T)	\$ 22,654.90	\$ 25,165.65	\$ 15,132.86	\$ 26,168.48	\$ 28,885.94	\$ 2,717.46
101-45200-102	WAGES (O/T) - PW CREW TIME	\$ 102.50	\$ 1,118.74	\$ 1,485.18	\$ 2,265.00	\$ 2,499.80	\$ 234.80
101-45200-105	ON CALL-PUBLIC WORKS	\$ 1,433.46	\$ 779.39	\$ 325.50	\$ 546.00	\$ 546.00	\$ -
101-45200-121	PERA - PUBLIC WORKS	\$ 1,896.98	\$ 1,912.93	\$ 1,262.24	\$ 2,173.46	\$ 2,394.88	\$ 221.42
101-45200-122	FICA - PUBLIC WORKS	\$ 1,451.60	\$ 2,021.20	\$ 1,023.99	\$ 1,796.73	\$ 1,979.77	\$ 183.04
101-45200-125	MEDICARE - PUBLIC WORKS	\$ 340.03	\$ 472.67	\$ 239.35	\$ 411.51	\$ 453.43	\$ 41.92
101-45200-130	INSURANCE BENEFITS - PUBLIC W	\$ 5,148.53	\$ 5,234.94	\$ 3,473.24	\$ 6,259.51	\$ 7,511.41	\$ 1,251.90
101-45200-150	WORKER'S COMPENSATION	\$ 1,999.12	\$ 2,300.08	\$ 1,448.94	\$ 1,950.00	\$ 2,184.00	\$ 234.00
101-45200-210	OPERATING SUPPLIES	\$ 4,763.43	\$ 7,475.99	\$ 917.40	\$ 5,000.00	\$ 5,000.00	\$ -
101-45200-212	MOTOR FUELS-PARKS	\$ 5,523.72	\$ 7,925.11	\$ 4,382.91	\$ 6,250.00	\$ 6,250.00	\$ -
101-45200-220	MAINT & REPAIR SUPPLIES	\$ 1,655.57	\$ 251.60	\$ 1,520.07	\$ 1,500.00	\$ 1,500.00	\$ -
101-45200-221	PORTABLE STAGE MAINT. & REPAIR	\$ -	\$ 7,337.83	\$ -	\$ 500.00	\$ 500.00	\$ -
101-45200-240	TOOLS & SMALL EQUIPMENT	\$ 101.03	\$ 15.99	\$ 193.23	\$ -	\$ -	\$ -
101-45200-301	AUDIT FEES	\$ 789.06	\$ 523.50	\$ 834.60	\$ 663.75	\$ 663.75	\$ -
101-45200-308	CONTRACTED CLEANING SERVICE	\$ 5,120.00	\$ 1,390.00	\$ -	\$ 5,500.00	\$ 5,500.00	\$ -
101-45200-311	PAYROLL EXPENSE	\$ 243.67	\$ 103.53	\$ -	\$ 160.00		\$ (160.00)
101-45200-314	TREE REMOVAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-45200-360	COMP INSURANCE	\$ 25,640.42	\$ 22,561.15	\$ 9,842.01	\$ 13,500.00	\$ 15,525.00	\$ 2,025.00

**GENERAL FUND EXPENDITURES**

Account Number	Account Title	12/31/2021 Actual	12/31/2022 Actual	7/31/2023 Actual	12/31/2023 Budget	12/31/2024 Budget	Budget Variance From Prior Year
101-45200-381	ELECTRICITY-PARKS	\$ 6,258.97	\$ 6,532.49	\$ 1,007.16	\$ 9,900.00	\$ 6,500.00	\$ (3,400.00)
101-45200-382	WATER & SEWER-PARKS	\$ 8,894.95	\$ 9,291.96	\$ 7,518.79	\$ 6,500.00	\$ 10,000.00	\$ 3,500.00
101-45200-383	NATURAL GAS-PARKS	\$ 1,682.47	\$ 1,559.01	\$ 1,549.86	\$ 1,500.00	\$ 1,500.00	\$ -
101-45200-401	MAINT & REPAIR (BLDGS)	\$ 3,010.16	\$ 4,663.09	\$ 1,690.81	\$ 4,500.00	\$ 4,500.00	\$ -
101-45200-403	LAKE & BEACH MAINTENANCE	\$ 1,764.59	\$ 259.46	\$ -	\$ 1,200.00	\$ 1,200.00	\$ -
101-45200-404	MAINT & REPAIR (EQUIP)	\$ 2,538.20	\$ 5,099.17	\$ 3,142.99	\$ 2,000.00	\$ 3,000.00	\$ 1,000.00
101-45200-405	MAINT & REPAIR (LANDSCAPING)	\$ 13,640.20	\$ 9,021.37	\$ 1,982.91	\$ 8,000.00	\$ 8,000.00	\$ -
101-45200-407	PORTABLE TOILETS (4TH OF JULY)	\$ 5,804.93	\$ 6,778.53	\$ 5,622.64	\$ 6,000.00	\$ 7,000.00	\$ 1,000.00
101-45200-437	MISCELLANEOUS	\$ 105.95	\$ 23,195.39	\$ -	\$ 18,000.00	\$ 18,000.00	\$ -
101-45200-580	CAPITAL OUTLAY (OTHER EQUIP.)	\$ 4,215.88	\$ -	\$ 972.29	\$ -	\$ -	\$ -
101-45207-103	SALARIES (P/T)	\$ 387.50	\$ -	\$ -	\$ 8,062.08	\$ 8,062.08	\$ -
101-45207-122	FICA - SEASONAL	\$ 40.47	\$ -	\$ -	\$ 499.85	\$ 499.85	\$ (0.00)
101-45207-125	MEDICARE - SEASONAL	\$ 9.44	\$ -	\$ -	\$ 114.48	\$ 114.48	\$ 0.00
		\$ 127,217.73	\$ 152,990.77	\$ 65,568.97	\$ 140,920.85	\$ 149,770.39	\$ 8,849.54
LIBRARY			\$ -				
101-45500-308	CONTRACTED CLEANING SERVICE	\$ 5,659.50	\$ 4,851.00	\$ 2,829.75	\$ 4,440.00	\$ 4,440.00	\$ -
101-45500-360	COMP INSURANCE	\$ 940.04	\$ 1,331.64	\$ 1,383.03	\$ 1,850.00	\$ 2,127.50	\$ 277.50
101-45500-381	ELECTRICITY-LIBRARY	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,200.00	\$ 2,200.00	\$ -
101-45500-382	WATER & SEWER-LIBRARY	\$ 325.00	\$ 325.00	\$ -	\$ 325.00	\$ 325.00	\$ -
101-45500-383	NATURAL GAS-LIBRARY	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -
101-45500-401	MAINT. & REPAIR (BLDG)	\$ 345.00	\$ 380.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
101-45503-101	WAGES (F/T) PW CREW TIME	\$ 4,113.04	\$ 4,220.13	\$ 2,645.97	\$ 4,561.02	\$ 5,042.72	\$ 481.70
101-45503-102	WAGES (O/T) - PW CREW TIME	\$ 16.53	\$ 194.67	\$ 274.54	\$ 453.00	\$ 499.96	\$ 46.96
101-45503-105	ON CALL-PUBLIC WORKS	\$ 286.71	\$ 155.87	\$ 65.10	\$ 109.20	\$ 109.20	\$ -
101-45503-121	PERA - PUBLIC WORKS	\$ 329.79	\$ 341.45	\$ 223.74	\$ 384.24	\$ 423.89	\$ 39.65
101-45503-122	FICA - PUBLIC WORKS	\$ 249.35	\$ 256.37	\$ 171.16	\$ 317.64	\$ 350.42	\$ 32.78
101-45503-125	MEDICARE - PUBLIC WORKS	\$ 58.37	\$ 59.83	\$ 40.07	\$ 72.75	\$ 80.26	\$ 7.51
101-45503-130	INSURANCE BENEFITS - PUBLIC W	\$ 953.18	\$ 1,008.87	\$ 694.33	\$ 1,235.72	\$ 1,235.72	\$ -
		\$ 16,776.51	\$ 16,624.83	\$ 8,327.69	\$ 18,448.57	\$ 19,334.66	\$ 886.09
TRANSFERS OUT			\$ -				
101-49300-720	TRANSFER TO BUILDING FUND 498	\$ -	\$ 167,500.00	\$ -	\$ 218,500.00	\$ 106,720.00	\$ (111,780.00)
101-49300-721	TRANSFER TO PD EQPT FUND 497	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 25,000.00	\$ 5,000.00
101-49300-722	TRANSFER TO FD EQPT FUND 496	\$ 91,000.00	\$ 145,000.00	\$ -	\$ 56,590.00	\$ 40,000.00	\$ (16,590.00)
101-49300-723	TRANSFER TO PW EQPT FUND 495	\$ 60,000.00	\$ 60,000.00	\$ -	\$ 60,000.00	\$ 65,000.00	\$ 5,000.00
101-49300-724	TRANSFER TO STREET FUND 494	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101-49300-725	TRANSFER TO STREET MAINTENANCE	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
101-49300-729	LOAN TO TRAINING CENTER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**GENERAL FUND EXPENDITURES**

<b>Account Number</b>	<b>Account Title</b>	<b>12/31/2021 Actual</b>	<b>12/31/2022 Actual</b>	<b>7/31/2023 Actual</b>	<b>12/31/2023 Budget</b>	<b>12/31/2024 Budget</b>	<b>Budget Variance From Prior Year</b>
101-49300-733	TRANS OUT	\$ 20,000.00	\$ 88,000.00	\$ -	\$ 35,000.00	\$ 45,000.00	\$ 10,000.00
101-49300-734	TRANSFERS OUT-OTHER CAPITAL	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -
		\$ 224,000.00	\$ 483,500.00		\$ 393,090.00	\$ 284,720.00	\$ (108,370.00)
						\$ -	\$ -
	<b>TOTAL EXPENSES</b>	\$ 2,173,174.33	\$ 2,753,220.52		\$ 2,615,133.30	\$ 2,732,804.11	\$ 117,670.81



# City Council Agenda

September 11, 2023

**Agenda Section:** New Business  
**Report From:** Chief Townsend

**Agenda No.** 9C  
**Agenda Item:** Controlled Burn

## 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: <a href="#">Click or tap here to enter text.</a> |
- 

## Background

St. Johns Church is proposing to donate the parsonage to the Fire Department for training purposes. Townsend has reviewed the request and determined the controlled burn would not endanger other properties within the City.

## Recommended Action

Will be discussed at the meeting

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## Attachments:

None