

CITY OF EAGLE LAKE
JANUARY 8, 2024
CITY COUNCIL MEETING AGENDA
705 Parkway Avenue
6:00 P.M.

Regularly scheduled City Council meetings are held the first Monday of every month at 6 p.m. All meetings are open to the public. If you wish to address the City Council in person, please contact City Hall at 507-257-3218 or email krausch@eaglelakemn.com or jbromeland@eaglelakemn.com. Written comments or questions for the City Council can be submitted via USPS, email, or dropped off at City Hall. City Council meetings are now live streamed to the City of Eagle Lake's official YouTube Channel. To view meetings, please visit the City of Eagle Lake website at <https://www.eaglelakemn.com> and click on the "City of Eagle Lake MN City Council Meetings" icon on the home page of the website.

The City Council is provided with background information for agenda items in advance by staff, committees, and boards. Many decisions regarding agenda items are based upon this information, as well as: city policy and practices, input from constituents and a Council Members personal judgment. If you have any comments, questions or information that has not yet been presented or discussed regarding an agenda item, please ask to be recognized by the mayor during the "Open Public Comments" section on the agenda. Please state your name and address for the record. All comments are appreciated.

CALL TO ORDER

ROLL CALL

OPEN PUBLIC COMMENTS

Persons may take one opportunity to address the council for **three minutes** on a topic not on the agenda. Persons commenting on consent agenda may use this opportunity to speak. There will be no discussion or action taken at that time. This is merely to inform the City Council of your issue(s) or concern(s) and for City staff to do further research.

APPROVAL OF THE AGENDA

APPROVAL OF MEETING MINUTES

- City Council Meeting Minutes of December 4 and December 7, 2023 Pg. 3

CONSENT AGENDA

1. Monthly Bills	Pg. 14	2. Treasurer's Report	Pg.
3. Public Works Report	Pg. 83	4. Fire Report	Pg. 84
5. Gambling Report	Pg. 85	6. Building and Zoning Permits	Pg. 87
7. Res. 2024-01 Official Depositories	Pg. 88	8. Res. 2024-02 Official Newspaper	Pg. 89
9. Res. 2024-03 Fee Schedule	Pg. 90	10. Res. 2024-04 Designate Bank Signatories & Delegating Authorizing Electronic Fund Transfers	Pg. 93
11. Res. 2024-05 Accept Donations	Pg. 94	12. Res. 2024-06 Wages 2024	Pg. 95

If you have any questions, please feel free to contact City Hall at 507.257.3218 or email at jbromeland@eaglelakemn.com.

PUBLIC HEARING

1. Amendments to Chapter 6 of City Code Related to Planning & Zoning Regulations Pg. 97

SCHEDULED GUESTS/PRESENTATIONS

1. MSU Graduate Student Studio Project Final Presentation for Land Use Plan Update Pg. 99

OLD BUSINESS

NEW BUSINESS

1. Contractor's Pay Request No. 2 for Water Tower Rehab Project Pg.100
2. Sale of Surplus ELPD Ammunition to BECSO Pg.103
3. ASCAP License Agreement Pg.104
4. VOTER Funds Agreement Pg.109
5. Intent to Cost Participate Agreement with BE County for EL Pedestrian Connectivity Project Pg.112
6. Resolution 2024-07 Adopting ADA Transition Plan and Inventory for Public ROW Pg.125
7. LMC Grant Navigator Application Pg.129
8. Conditional State Approval of Floodplain Ordinance & Required Next Steps Pg.132
9. Proposal for State Lobbying Services for Water Treatment Plant Project Pg.136
10. Professional Credit Analysts of MN Retainer Agreement Pg.146
11. Approve Selling Surplus ELPD Cellphones to Verizon Pg.150

OTHER

CITY ADMINISTRATOR REPORT

Pg.151

1. Alliance Pipeline Fueling Futures Grant Award for Park Pavilion Project
2. Expenditure and Revenue Report for YE 2023
3. Recap of Recent Congressman Finstad Visit
4. Follow-Up to Recent Employee Paid Leave Discussion

COUNCIL MEMBER REPORTS

ANNOUNCEMENTS

- Upcoming Regular **City Council** Meeting – February 5, 2024 at 6:00 PM, City Hall – Council Chambers, 705 Parkway Avenue
- Next Regular **EDA** Meeting – January 25, 2024 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Park Board** Meeting – January 11, 2024 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Planning Commission** Meeting – January 22, 2024 at 6:00 PM, City Hall-Council Chambers, 705 Parkway Ave

ADJOURNMENT

**CITY OF EAGLE LAKE
CITY COUNCIL MEETING
DECEMBER 4, 2023**

CALL TO ORDER

- Mayor Norton called the meeting to order at 6:00 p.m.

ROLL CALL

- Council Members present: Garrett Steinberg, Beth Rohrich, Anthony White (arrived at 6:24 p.m.), John Whittington, and Mayor Lisa Norton.
- Staff present: City Administrator Jennifer Bromeland, Community Development Coordinator Olivia Adomabea, Public Works Director Andrew Hartman, and Deputy Clerk Kerry Rausch.

PUBLIC COMMENTS

- Erin Guentzel, 60374 224th Lane, Madison Lake, thanked Administrator Bromeland and Deputy Clerk Rausch for their professionalism in responding to requests relating to the motorsports park.

APPROVAL OF THE AGENDA

- Council Member Whittington moved, seconded by Council Member Rohrich, to approve the agenda. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Norton voting in favor.

APPROVAL OF MEETING MINUTES

- Council Member Steinberg moved, seconded by Council Member Rohrich, to approve the November 6, and November 20, 2023 City Council minutes. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Norton voting in favor.

CONSENT AGENDA

- Mayor Norton brought to the Council's attention the resolution appointing Ben Metcalfe to the Fire Department Reserve Roster and several resolutions contained in the consent agenda. Mayor Norton also stated she will begin serving on the Park Board in 2024.
- Council Member Rohrich moved, seconded by Council Member Steinberg, to approve the consent agenda.

Monthly Bills	Treasurer's Report	Police Report
Fire Report	Public Works Report	Building & Zoning Permits
Gambling Report	Liquor License Approval for 2024	
Res. 2023-46 Write-In Vote Count		
Res. 2023-47 Designate Polling Place		
Res. 2023-48 Park Donation		
Res. 2023-49 Council Appointments for 2024		

- The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Norton voting in favor.

PUBLIC HEARING

1. Truth-In-Taxation Hearing for Final Property Tax Levy Collectible in 2024

- Council Member Rohrich moved, seconded by Council Member Whittington, to open the public hearing. The motion carried with Council Members Steinberg, Rohrich, Whittington and Mayor Norton voting in favor.
- Administrator Bromeland presented a brief PowerPoint presentation to provide an overview of the budget and tax levy process. She also explained that the levy must be certified to the county auditor by or before December 28th and that cities must file a certificate of compliance with the Department of Revenue by December 28th. The levy is comprised of the general fund, EDA, and debt service.
- Administrator Bromeland explained that market values shown on resident's Truth-In-Taxation Notice are final and not a subject for the hearing tonight. Values for the 2023 assessment were discussed and established at the County Board of Equalization held earlier this year. Questions on market value should be addressed to the Blue Earth County Property and Environmental Resources Department.
- Included on property tax statements are all levy authorities, not just the city. Other levy authority include the county, school district, special taxing districts, and the state of Minnesota. Proposed property taxes include taxable market value for taxes payable in 2023 and 2034. Included are what was actually paid for taxes in 2023 and an estimate for 2024 based on the preliminary levy certified.
- Eagle Lake's preliminary tax levy was set at 16% over what was collected in 2023. This equates to an increase of approximately \$155,722. The proposed final general fund revenues are \$2,147,808. The proposed final general fund expenditures are \$2,324,965. The budget would be balanced but for planned deficit spending using capital outlay reserves. These are reserves that were previously set aside for capital outlay expenditures.
- The final proposed property tax levy breakdown is General Fund-\$945,045, EDA-\$51,000 for tax abatement, and Debt Service-\$132,939 for a total of \$1,128,984. The local property tax rate is a function of the levy and total tax base. Taxable tax capacity is used to determine the local tax rate. A property's share of the City levy is based on the taxable value of the property relative to the full value of all other property in the City's taxing district.
- If taxpayers see an increase in taxes, they will want to look at their valuation and determine if there is a change. Valuations can appreciate or depreciate. The time to appeal a valuation is in April and taxpayers need to contact Blue Earth County directly as the City of Eagle Lake does not determine property valuations. Overall, property taxes and market valuation are complex with several moving parts.
- Local Government Aid comprises approximately 35% of general fund revenues, while property taxes comprise about 44%. License and permit fees, interest earnings, franchise fees, police and fire state aid and other miscellaneous revenues total the remaining revenues. On the expenditure side, police, fire and streets comprise the bulk of the general fund expenditures at approximately 60%.
- Administrator Bromeland also explained that the City's financial health is good with a bond rating of AA-. The City has a policy to maintain a minimum unassigned general fund balance of 50% of the annual general fund budget. The unassigned general fund balance was \$1,565,396. The General fund expenditures for 2024 total \$2,324,965. The City has a positive fund balance, which offers a cushion for unexpected expenditures or revenue shortfalls.
- Administrator Bromeland stated that she has looking at lobbying costs and has reached out to other cities to learn of their lobbying efforts. The amount is the proposed final budget is approximately \$20,000.
- No comments from the public were offered.
- Council Member Steinberg moved, seconded by Council Member Rohrich, to close the public hearing.

SCHEDULED GUEST/PRESENTATIONS

- Lieutenant Mitch Gahler introduced himself to the Council and stated he has worked with Blue Earth County for approximately 10 years in the jail, on patrol, and in investigations. He is excited about the opportunity to work in Eagle Lake.
- Administrator Bromeland stated that once the two deputies are here working, the City will host a meet and greet open house.

OLD BUSINESS

- None

NEW BUSINESS

1. Resolution Adopting Final Tax Levy Collectible in 2024

- Council Member Steinberg moved, seconded by Council Member Whittington, to approve Resolution 2023-50 A Resolution Setting the Fiscal Year 2024 Final Property Tax Levy. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Norton voting in favor.

2. Recommendation to Promote Mike Nicklay to Public Works Supervisor

- Administrator Bromeland explained that a meeting was recently held with Public Works Director Andrew Hartman, Public Works Worker Mike Nicklay, the Personnel Committee (Council Members Rohrich and Whittington), and herself to discuss filling the position of Public Works Supervisor, effective January 1, 2024.
- The Public Works Supervisor position was left vacant following the promotion of Andrew Hartman to Public Works Director in February 2023 because the City was in the process of hiring two new full-time workers and no immediate need presented itself for a supervisor at the time.
- The role of the Public Works Supervisor is to supervise full-time part-time, and seasonal public works staff, and to determine priorities, schedule work, and ensure the property completion of work in the absence of the Public Works Director. By filling the Public Works Supervisor position, the framework is established for a hierarchy within the department to effectively monitor and ensure that workflow continues in the absence of the Public Works Director. The current roster includes the Public Works Director, 3 Public Works Workers and 1 part-time Public Works Worker.
- The Personnel Committee and Public Works Director recommend that Mike Nicklay be promoted to the position of Public Works Supervisor, effective January 1, 2024.
- Council Member Steinberg moved, seconded by Council Member White, to promote Mike Nicklay to Public Works Supervisor, effective January 1, 2024. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

3. Earned Sick and Safe Time Policy

- Administrator Bromeland explained that effective January 1, 2024, Minnesota's earned sick and safe time (ESST) law requires employers to provide earned sick and safe paid leave to employees who work in Minnesota. An employee is anyone who works at least 80 hours in a year for an employer in Minnesota but does not include independent contractors. Temporary and part-time employees are covered under the law. Employers must provide each employee with one hour of ESST for every 30 hours worked, with the ability to accumulate at least 48 hours of ESST each year.
- Administrator Bromeland also explained that ESST is job protected paid time off. It is earned at one hour of ESST for every 30 hours worked by an employee, up to a maximum of 48 hours of sick and safe leave per year. For all full-time benefit eligible employees, ESST accrual hours are not in addition to the already accumulated sick leave hours. As per the City's current policy, all full-time employees accrue 8 hours of sick leave per month or 96 hours per year. The current sick leave accrual for full-time employees meets the

minimum ESST earning threshold of one hour per 30 hours, meaning the City is not required to offer additional leave hours. ESST requires employers to allow the use of ESST for events that meet the eligibility criteria. ESST hours are an allotment of job protected leave associated with already accrued paid sick leave accrual hours. The ESST hours are essentially a subset of the traditional sick leave hours offered to full-time employees. The 48 ESST hours have a broader use for employees than a traditional sick leave plan. For all other employees (part-time, seasonal, temporary), ESST is a paid leave bank and can be used as per the City's ESST policy.

- Staff is working with ADP, the payroll processor, to get the tracking of ESST hours set up so that it is compliant with Minn. Statute 181.032.
- Administrator Bromeland explained that a staff meeting will be held this week and employees will be provided with ESST information.
- Council Member Steinberg moved, seconded by Council Member White, to approve the presented ESST policy. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

4. Employee Request Received Related to Vacation Accrual Rate

- Administrator Bromeland explained that a request has been received from an employee seeking to increase their vacation accrual from 80 hours per year to 160 hours per year. A meeting was held with the Personnel Committee to review the request with the employee. The Personnel Committee is not in clear agreement on whether to recommend that the request be approved or denied. The City Administrator does not have the authority to approve a request related to compensation that is contrary to established policy. The City Council has the authority to approve or deny the request.
- Before council is an excerpt from the City's Personnel Policy relating to vacation leave earnings and accumulation information. The employee will be starting their 6th year of employment, in 2024. In 2025 the employee will begin earning 120 hours of vacation per year.
- Administrator Bromeland stated if the City Council is interested in approving the employee's request, they may wish to look at adjusting the vacation accrual chart for all employees versus just a single employee to avoid any potential negative impacts to morale by treating employees differently. Additionally, making an exception for one employee creates precedence for future similar requests that may be received from other employees. The overall budgetary impact should also be factored when contemplating whether to adjust vacation accruals for employees.
- Council discussion included Mayor Norton stating that she is in favor if such a request and that the first year of employment does not provide much vacation time. She also indicated she would be in favor of looking at accrual amounts based on roles of the employee.
- Council Member Rohrich voiced concerns about moving from 80 hours to 160 hours, which she stated is a massive increase. She also voiced concerns from a business standpoint stating this could be a large financial impact for the City and that if employees have too much vacation time, it could result in their being short-staffed, not running at full potential, and needing to hire more employees to cover shifts. She stated that at some point the employer needs to put the brakes on and take individuals out of consideration and look from a business perspective. Councilor Rohrich also stated she does not want to see employees abuse the system and then need to hire more employees to get work done and also that Council needs to look at the new FMLA mandates that are required to be implemented in 2026 in this decision-making process.
- Council Member Steinberg stated that consideration needs to be given to the fact that in addition to vacation employees earn 96 hours of sick leave each year. He also stated he is weary to double an employee's vacation accrual and that employees will be gone all the time. He also stated that consideration needs to be given to the morale of long-term employees if changes are made for newer employees. New employees are still proving themselves. Councilor Steinberg stated he does not see a need to change the current accruals and that employees know the accrual rates and need to plan accordingly.

- Administrator Bromeland explained that employees who work overtime hours are eligible to bank overtime hours as compensatory time which can be used to take time off. Comp time balances are capped at 40 hours on the books at any given time but can continue to be earned when capped hours are used.
 - Public Works Director Hartman stated that when earning 40 hours of vacation a year, this is 1.53 hours earned every pay period.
 - Council Member Whittington stated this is a common struggle and that one-off situations should not be considered, but instead need to be looked at as a whole. He would like to see that time is taken over the next year to research what other cities offer and to allow for budgeting consideration for 2025. He stated that the entire time off package needs to be reviewed as a whole which include vacation, sick, and comp time.
 - Mayor Norton voiced her concern with the high amount of sick time and low amount of vacation which could result in last minute time off. More vacation time could allow for more planned time off.
 - Council Member Steinberg moved, seconded by Council Member Whittington, to direct staff to study leave accrual rates and bring the findings to the Personnel Committee. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.
5. Planning Commission Recommendations for Chapter 6 Amendments
- Community Development Coordinator Olivia Adomabea explained that the Planning Commission reviewed Chapter 6 and is recommending a public hearing be scheduled relating to the recommended changes.
 - Ms. Adomabea reviewed for the City Council the changes being recommended which are primarily a reorganization of the existing code into separate “Articles” by topic to assist residents and contractors in finding information they are looking for. She also stated that a new section for signs has been created.
 - Administrator Bromeland stated that if the Council wishes to schedule a public hearing they may want to consider a summary publication as well, in which case a 4/5th vote would be needed.
 - Council Member Steinberg moved, seconded by Council Member White, to schedule a public hearing for January 8, 2024 and to allow for a summary publication. A roll call vote was taken with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

OTHER

1. Letter from City Attorney Regarding Court of Appeals Ruling and MMS
- Administrator Bromeland explained that the Court of Appeals has made their ruling on the second appeal in regard to the Mankato Motorsports Park. They have again reversed and remanded this matter. The developer has indicated that they will not be moving forward with the project.
 - Administrator Bromeland stated that in the Council packet is a letter from City Attorney Chris Kennedy for their review.
 - Council discussion included how this may affect future developments. Administrator Bromeland stated that a current development underwent the EAW process with no problems.
2. Veterans Memorial (Mayor Norton and Council Member Whittington)
- Council Member Whittington explained that he is looking into funding sources to develop a veteran’s memorial and would like to form a committee to help with this endeavor.
 - The Council discussion included that several smaller communities have such memorials and that this is outside the scope of the Park Board and the this should be its own committee and the committee should be responsible for its own fundraising efforts.
 - Council Member Steinberg moved, seconded by Council Member Rohrich, to authorize the formation of a committee to gather information to develop a veteran’s memorial. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

CITY ADMINISTRATOR REPORT

1. Recap of Senate Capital Investment Committee Tour Stop in Eagle Lake

- The Senate Capital Investment Committee stopped in Eagle Lake on December 28th. Administrator Bromeland presented to the Committee information about Eagle Lake in general and specific information on the needs for the City to develop a water treatment facility. Included in the presentation was the engagement of Bolton and Menk who completed a water system study in 2020. At that time the City was unaware of the high manganese issues. The study also included water quality improvement options being identified, of which most were not recommended.
- Administrator Bromeland explained to the Senate members that in February of 2022 the City was notified by the Minnesota Department of Health of having a high level of manganese in our drinking water system. The levels of manganese exceed the health advisory limit for infants. Children and adults who drink water with high levels of manganese for a long time may have problems with memory, attention, and motor skills. The City's current system is not able to treat manganese. It was explained that the city has a five-year option to purchase land needed for the water treatment facility. Also presented is the estimated cost of the project and the fact that the City has submitted a Capital Budget Request in June of 2023 for one-half of the estimated \$14,153,000 cost. Also presented were current and anticipated water costs for residents with and without outside funding. Administrator Bromeland stated this project will not be feasible without funding.

2. Expenditure and Revenue Report

- A year-to-date revenue and expenditure report has been included in the Council packet for review.

3. Holiday Open House at City Hall and Support Local Initiative

- A Holiday Open House will be held at City Hall on Wednesday, December 20th from 10:00 – Noon. Ms. Adomabea is reaching out to businesses and a mailer will be sent to residents.

4. GOGov App.

- Marketing materials will be sent to residents this week.

5. Upcoming Special City Council Work Session

- A work session has been scheduled for Thursday, December 7th at 3:00 p.m. for the purpose of reviewing roles and responsibilities of both elected and appointed officials. City Attorney Chris Kennedy will be attending the work session.

6. Highway 14 Update

- Christopher with MAPO emailed an update on the Highway 14 studies. Scoring of proposals for the 2024 studies will be taking place with the RFP deadline being December 19th. The goal is to have a recommendation to TAC by the end of January and the Policy Board by the end of February.

COUNCIL REPORTS

1. Council Member Rohrich stated the Lake Eagle Park pavilion is being constructed and at the December Park Board meeting the Winter Event will be planned.
2. Council Member White stated he will begin flooding the ice rink as weather allows.
3. Council Member Whittington stated the EDA has rolled out the welcome bags for new residents.
4. Council Member Steinberg stated planning for Music on Parkway will begin soon. The committee will need to determine the location for these events, either along Parkway Avenue or in Lake Eagle Park.
5. Mayor Norton stated she and Administrator Bromeland attended the Coalition of Greater MN Cities Conference in Willmar. Great information was presented, and it provided opportunities for networking. She encouraged Council Members to attend such events if possible.
6. Mayor Norton asked about the lights on at the ice rink. It was explained that the lights are on a timer and are on earlier to meet the needs of people who wish to use the park after dark. The lights go off at 10:00 p.m.

ADJOURNMENT

- Council Member Steinberg moved, seconded by Council Member White, to adjourn the meeting at 7:31 p.m. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Norton voting in favor.

Lisa Norton, Mayor

Kerry Rausch, Deputy Clerk

**CITY OF EAGLE LAKE
SPECIAL CITY COUNCIL MEETING
DECEMBER 7, 2023**

CALL TO ORDER

- Mayor Norton called the meeting to order at 3:00 p.m.

ROLL CALL

- Council Members present: Garret Steinberg, Beth Rohrich, Anthony White, John Whittington, and Mayor Lisa Norton.
- Staff present: City Administrator Jennifer Bromeland, Public Works Director Andrew Hartman, Public Works Worker Mike Nicklay, and Deputy Clerk Kerry Rausch.

NEW BUSINESS

1. Work Session to Review Roles and Responsibilities of Appointed and Elected Officials

- Administrator Bromeland explained the purpose of this work session is to review the roles and responsibilities of appointed and elected officials. She said that as city administrator it is her job to get everyone back on track when the organization is getting off track and she said this is a good opportunity to review roles and responsibilities and use this as a refresher. She said that we have great staff and elected officials and that we should be able to have a good conversation about roles and responsibilities as a group and make sure that we are all working together. She went on to explain that the relationship between elected officials and staff is important because it has the power to impact the overall success of the city. Establishing clear roles, boundaries, communication, and trust between council and staff is essential to ensure that the city is running smoothly and that our city continues to be a great place to work and serve. She also stated that while it can be uncomfortable, conflicts, however small, need to be addressed directly and quickly and not allowed to fester.
- Administrator Bromeland went on to explain that Eagle Lake is a statutory city and as such has an elected mayor and council and an appointed administrator. The council appoints/hires all personnel. In addition, the council can appoint independent boards and commissions to advise the council on issues. The council retains all independent boards and commissions to advise the council on issues. The council retains all administrative and legislative authority but delegates all day-to-day operations to the city administrator except hiring and firing. Council members' statutory duties are to be performed, almost without exception, but the council as a whole. This means that it is the council and not individual council members that must supervise administrative officers, formulate policies, and exercise city powers. Council members should devote their official time to problems of basic policy and act as liaisons between the city and general public. The most important single responsibility of a council person is participation at council meetings. As individuals, council members have no administrative authority. This means that council members cannot give orders to or supervise city employees unless specifically directed to do so by the council.
- Other roles of individual council members are to devote time to problems of basic policy and act as a liaison between the City and general public; two council members or the mayor may call a special meeting of the city council, set and interpret rules governing its own proceedings, exercises all the powers of cities that the law does not delegate to others, legislate for the city, direct the

enforcement of city ordinances, appoint administrative personnel, transact city business, manage the city's financial operations; appoint members of boards, conduct the city's intergovernmental affairs, protect the welfare of the city and its inhabitants, provide community leadership, and other specific powers relative to the city.

- Also explained was the role of the mayor which is to be the official head of the city and speak for both the council and community as a whole, execute official documents, serve as the presiding officer at council meetings, declare local emergencies, call special and emergency council meetings, be a signatory on the city's checking account, and other specific powers relative to the city. The mayor has all the powers and duties for the office of council member in addition to those of mayor.
- The city administrator is the chief administrative officer of the city and is responsible to the city council for the proper administration of the duties set forth in Chapter 12 of city code. The duties of the city administrator shall include those duties prescribed by law for statutory city clerks and statutory city treasurers. The city administrator shall supervise the administration of all departments and offices of the city and may delegate duties and responsibilities of city department supervisors. The city administrator shall be the personnel officer of the city with the following duties: implementation of adopted personnel policies, periodic evaluation and review of all city employees, and the scheduling of work. The city administrator is a non-voting member of the personnel committee and shall provide staff support to that committee. The city administrator prepares and submits the annual budget and keeps the council advised of the financial condition of the city and makes recommendations as deemed necessary. The city administrator is the purchasing agent for the city and is responsible for making all purchases in accordance with the approved budget. The city administrator coordinates the activities of the city's consultants. The city administrator is tasked with making recommendations to the city council. The city administrator shall attend and participate at all meetings of the city council and other meetings as directed by the city council. The city administrator represents the city at all official functions as directed by the city council and maintains good public relations with the citizens of the community.
- Department Heads report to the city administrator. Assignment of work duties and scheduling work is the responsibility of the supervisor subject to the approval of the city administrator and city council. Supervisors are responsible for maintaining compliance with city standards of employee conduct.
- Administrator Bromeland referenced the Chain of Command policy which is contained in the personnel handbook employees receive upon being hired. The policy states that employees should address all questions, suggestions, concerns, and/or problems with their supervisor first. Employees should know that not agreeing with an answer or resolution does not constitute the issue not being resolved or addressed. If an employee feels a question, suggestion, concern, and/or problem has not been addressed, the employee may arrange a meeting with the city administrator. If the employee feels the questions, suggestion, concern, and/or problem has not been addressed, the employee may arrange a meeting with the city council personnel committee. The meeting will be arranged by the city administrator. Administrator Bromeland also stated that a refresher on chain of command was included as part of a recent staff meeting. She went on to explain that respect for chain of command is essential to an organization's success and trust. Employees jumping ranks and reporting to whomever they want is not acceptable. This is disrespectful to the immediate supervisor and undermines the supervisor's authority. Circumventing the process results in disorder and distrust.

- Administrator Bromeland stated that each person has a role to play and important work to complete. Understanding roles and responsibilities and following established policies and protocols will help the city to operate as cohesively, and effectively and efficiently as possible.
- Council discussion began with City Attorney Chris Kennedy stating that the role of council is complicated and fills the legislative, judicial and executive duties. He also explained that unlike private companies there are a set of overall issues and there are statutory and constitutional rules that need to be followed. He also stated that each council member is 1/5 of a vote and it takes the whole to make decisions. Mr. Kennedy also explained that the judicial portion of the council's duties require that council members understand what they are authorizing/signing.
- Council discussion included that it is ok to ask questions but not give directions outside of a council meeting, questions should be routed to the department heads through the city administrator or copy the city administrator.
- Council asked if roles of each committee/board could be written up and provided to the council.
- Administrator Bromeland stated that the personnel policy is reviewed by the Council of Governments and is formatted using the League of MN Cities template. Mr. Kennedy stated it would be good for the council to review this again.
- Council Member White stated that he communicates directly with Public Works Director Hartman and Mike Nicklay regarding park issues and lets them know of his volunteer flooding the ice rink and asked if this is ok. Mr. Kennedy responded by stating it fine communicating with staff but not okay to direct their work and foregoing the chain of command. Administrator Bromeland stated the general rule of thumb is that if the council members talk to employees about work that needs to be completed, they should send the city administrator an email recapping the conversation so that everyone is in the loop. She also stated it is okay for council members to be friends with staff but conversations that are work related should follow the established process to ensure good communication within the organization. If staff has a complaint, it should be addressed directly with a co-worker, supervisor, or city administrator. Administrator Bromeland also stated that conversations with staff could make it difficult for staff in determining if something needs to be done immediately or if it is something that needs approval by the full city council. She asked that situations such as this should be brought to the city administrator first and that the city administrator should be used as a clearing house. Mr. Kennedy stated that the city administrator is the public relations for the City.
- Council Member Rohrich stated that communication with staff can be a fine line and that when situations arise, the correct response should be asking if staff have talked to the correct person first. She also stated she personally needs to better understand when something is her problem to deal with and when it is not. Mr. Kennedy stated this is important for all council members. The answer could be that they will discuss this with the city administrator or look into it further or take it up with the personnel committee. He also suggested the council look into what the personnel committee's role is and then bring information to the full council.
- Administrator Bromeland reiterated that chain of command is important, and that staff will be held accountable, she has given everyone notice and that there is not time to deal with side complaints. She stated she wants to follow the appropriate chain of command and asked the council to respect that process as well and redirect the employees. She also stated that the Council has tasked her with jobs that need to get done and she cannot do that if she is putting out fires and defending things that she is not aware that are going on and issues that have not been addressed appropriately. She also asked council to redirect staff to her, stating that she cannot be efficient without the

organization addressing issues appropriately. She stated she feels strongly that this is needed to avoid chaos and distrust and that if needed disciplinary action will take place.

- Council Member Steinberg asked what will be appropriate with contracting with Blue Earth County's Sheriff's Office (BECOS) for police coverage. Mr. Kennedy stated that the city administrator will work with BECOS and that there will be a Lieutenant or Deputy at council meetings and if there are questions the council will need to listen to the Sheriff as he is in charge of BECOS personnel. Administrator Bromeland stated that she views herself as the liaison to the Lieutenant on a day-to-day basis but council members have the ability talk to the lieutenant about any concerns they see as this is contracted and not City staff. Administrator Bromeland will be meeting with the BECOS Lieutenant, Public Works Department and Fire Department in January to determine how best to communicate.

ADJOURNMENT

- Council Member Steinberg moved, seconded by Council Member White, to adjourn the meeting at 3:39 p.m. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

Lisa Norton, Mayor

Kerry Rausch, Deputy Clerk

CITY OF EAGLE LAKE

12/07/23 1:39 PM

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Batch: PAY 11-09-23

	Name	Check Date	Check Amt	
10100	Cash			
45822	BCBS OF MN	11/9/2023	\$13,612.59	December Premium
45823	CITY BUILDING INSPECTION SR	11/9/2023	\$13,339.29	2nd & 3rd Qtr Fees
45824	WELLS FARGO FINANCIAL SRV	11/9/2023	\$357.84	
	Total Checks		\$27,309.72	

FILTER: ((([Act Year]='2023' and [period] in (10)))) and (Source in ('PAY 11-09-23'))

*November bills
accidentally left
out of Council
Packet*

CITY OF EAGLE LAKE

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Checks 45794

	Name	Check Date	Check Amt	
10150	Police Seizure			
45794	BROMELAND, JENNIFER	11/6/2023	\$54.44	Reimbursement
		Total Checks	\$54.44	

November bills accidentally left out of Council packet.

FILTER: [Check Nbr]=45794 and [Cash Act]='10150'

CITY OF EAGLE LAKE

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December 2023

Name	Check Date	Check Amt	
10100 Cash			
1745e MN DEPT OF REVENUE	12/5/2023	\$1,676.00	November Sales Tax
1746e PSN	12/5/2023	\$735.89	November Fees
1747e PERA	12/5/2023	\$2,235.79	BW 12-07-23
1748e WEX HEALTH INC.	12/5/2023	\$142.33	BW 12-07-23
1749e AMAZON CAPITAL SERVICES	12/7/2023	\$51.17	PW iPad cover and truck interior lights
1750e WEX HEALTH INC.	12/11/2023	\$24.75	November Fees
1751e PERA	12/19/2023	\$45.00	MO 12-23
1752e PERA	12/19/2023	\$2,253.63	BW 12-21-23
1753e WEX HEALTH INC.	12/19/2023	\$1,767.25	BW 12-21-23
1754e AFLAC	12/28/2023	\$87.12	December Premiums
45866 2 WAY RADIO OF MN INC	12/4/2023	\$3,825.00	License, portable, and mobile radios
45867 AH HERMEL	12/4/2023	\$186.53	
45868 BCBS OF MN	12/4/2023	\$12,804.78	January 2024 Premium
45869 BHE COMMUNITY SOLAR LLC	12/4/2023	\$2,997.39	Solar Garden
45870 BOLTON & MENK INC	12/4/2023	\$3,926.00	Fox Meadows
45871 CHRISTOPHER KENNEDY	12/4/2023	\$612.00	November Fees
45872 COMPUTER TECHNOLOGY SOL	12/4/2023	\$2,669.23	VIP Service
45873 CONSOLIDATED COMMUNICATI	12/4/2023	\$241.43	Acct 507-150-0101
45874 CRYSTEEL TRUCK EQUIPMENT	12/4/2023	\$144.60	Yellow Cable Markers
45875 EAGLE EXPRESS	12/4/2023	\$472.72	November Fuel
45876 FRESH START CLEANING AND	12/4/2023	\$541.00	Carpet and Clean Cleaning
45877 LINDE GAS & EQUIPMENT INC	12/4/2023	\$58.31	
45878 MATHESON TRI GAS INC	12/4/2023	\$212.24	
45879 MN PUMP WORKS	12/4/2023	\$1,109.00	Inspsected 4 Stations per Agreement
45880 NAPA AUTO PARTS	12/4/2023	\$4.69	Flat
45881 PRINCIPAL LIFE INSURANCE CO	12/4/2023	\$125.64	Dec/Jan Premium
45882 UNITED STATES POSTAL SERVI	12/4/2023	\$1,944.63	First Class Postage
45883 ADP, LLC	12/11/2023	\$546.75	
45884 METRONET	12/11/2023	\$630.35	Acct 1959251
45885 Verizon Wireless	12/11/2023	\$81.45	Acct 886424784-00001
45886 WELLS FARGO FINANCIAL SRV	12/11/2023	\$357.84	Bobcat Payment
45887 CITY OF EAGLE LAKE	12/11/2023	\$200.00	Holiday Lights Cash Prizes Donated
45888 CASEYS BUSINESS MASTERCA	12/14/2023	\$525.07	Fuel
45889 PITNEY BOWES GLOBAL FINAN	12/14/2023	\$124.44	2024 Qtr 1 Lease Pmt
45890 AFFORDABLE JETTING	12/29/2023	\$200.00	Jetting Sink at City Hall
45891 ALEX AIR APPARATUS INC	12/29/2023	\$765.98	Hose
45892 ALLIED OVERHEAD DOOR INC	12/29/2023	\$135.00	PD garage door remote controls
45893 ARAMARK	12/29/2023	\$375.74	
45894 AURINGER, MANDY	12/29/2023	\$206.33	Mileage Reimbursement
45895 BENCO ELECTRIC	12/29/2023	\$528.70	STREET LIGHTING
45896 BHE COMMUNITY SOLAR LLC	12/29/2023	\$2,448.17	Solar Garden
45897 BLUE EARTH COUNTY	12/29/2023	\$278.22	TNT Notices
45898 B. E. COUNTY SHERIFFS DEPT	12/29/2023	\$360.00	2022 Contract 2nd Qtr
45899 BOLTON & MENK INC	12/29/2023	\$1,983.00	Fox Meadows Development Engineering
45900 BOMSTAD, JESSE	12/29/2023	\$58.21	Reimbursement-Flag pole rope replacemetrn
45901 BROMELAND, JENNIFER	12/29/2023	\$14.61	Reimbursement
45902 C & S SUPPLY CO INC	12/29/2023	\$65.31	
45903 CALIBRATIONS & CONTROLS IN	12/29/2023	\$975.00	8" ISCO Flow Meter Verification
45904 CANON FINANCIAL SERVICES IN	12/29/2023	\$217.00	
45905 CEDAR POINT TOWNHOMES	12/29/2023	\$49,405.12	Tax Increment Payment
45906 CITY BUILDING INSPECTION SR	12/29/2023	\$10,796.63	Inspection Fees
45907 CITY OF MANKATO	12/29/2023	\$25,386.52	2023 Sanitary Sewer User Fee
45908 COMPUTER TECHNOLOGY SOL	12/29/2023	\$2,656.23	2023 VIP Agreement
45909 DAGGETT DIST. INC	12/29/2023	\$204.99	Pneumatic fluid extractor

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CITY OF EAGLE LAKE

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December 2023

Name	Check Date	Check Amt	
45910	DELTA DENTAL OF MN	12/29/2023	\$851.67 January 2024 Premium
45911	ELAN FINANCIAL SERVICES	12/29/2023	\$1,327.31 December Statement
45912	EQUIPMENT MANAGEMENT CO	12/29/2023	\$601.26 Service Agreement
45913	FREE PRESS	12/29/2023	\$38.83 Chapter 6 Public Hearing Notice
45914	FRESH START CLEANING AND	12/29/2023	\$100.00 November Service
45915	GOPHER STATE ONE CALL	12/29/2023	\$91.80 November Fees
45916	GOVERNMENT FORMS & SUPPL	12/29/2023	\$623.79 Utility Bills
45917	H & L MESABI	12/29/2023	\$2,498.80 Snow Plow Blade
45918	HAWKINS	12/29/2023	\$50.00
45919	HOLTMEIER CONSTRUCTION	12/29/2023	\$15,256.30 Fire Hydrant at Fox Meadows on Foley St
45920	ISG	12/29/2023	\$1,260.00 MCM Implementation
45921	LANDS END BUSINESS OUTFITT	12/29/2023	\$133.91
45922	LEAGUE OF MN CITIES INS. TRU	12/29/2023	\$10,349.29 File # GL 105736
45923	LJP ENTERPRISES	12/29/2023	\$12,084.83 1082 households
45924	LOFFLER COMPANIES INC	12/29/2023	\$176.00 Contract Pmt
45925	MELCHIOR TREE SERVICE COR	12/29/2023	\$9,800.00 Removal of 7 trees, trimming 13 trees in park,
45926	MENARDS	12/29/2023	\$419.99 Paracord, cleaning supplies, dc to prt ub
45927	METERING & TECHNOLOGY SOL	12/29/2023	\$1,168.11 3/4" meters
45928	MN DEPT OF HEALTH	12/29/2023	\$2,651.00 4th Quarter Connection Fees
45929	MINNESOTA WASTE PROCESSI	12/29/2023	\$9,227.70 November Service
45930	NAPA AUTO PARTS	12/29/2023	\$373.32 Legend Professional Battery
45931	PITNEY BOWES PURCHASE PO	12/29/2023	\$604.50 Postage Refill - ACCT 8000-9000-0577-8760
45932	PLOOG ELECTRIC	12/29/2023	\$862.30 Wire City Hall Flag Lights
45933	PLUNKETTS PEST CONTROL	12/29/2023	\$52.11 Pest Control Services
45934	KERRY RAUSCH	12/29/2023	\$96.61 Mileage Reimbursement for Year
45935	SOUTHERN MN INSPECTION	12/29/2023	\$150.00 Auto Lift Inspection
45936	TACTICAL & TECHNICAL	12/29/2023	\$50.00 Registration - Guillemette
45937	TRUCK CENTER COMPANTIES	12/29/2023	\$4,628.67 Suspesnion Truck 4311
45938	VIA ACTUARIAL SOLUTIONS	12/29/2023	\$900.00 November 2023 Services-FYE 2022-2023 GAS
45939	WEBICINE	12/29/2023	\$23.75 Website Update
45940	WENDEL	12/29/2023	\$2,500.00 GIS Study for Fire Hall
45941	WILLETTE, CHRIS	12/29/2023	\$104.00 National Registry of EMT - Willette
45942	XCEL	12/29/2023	\$5,058.89
	Total Checks		\$224,535.52

CITY OF EAGLE LAKE

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December 2023

Name	Check Date	Check Amt	
10110 Park- Assigned			
45865 BOLTON & MENK INC	12/4/2023	\$140.00	Park Shelter Engineering Review
	Total Checks	\$140.00	

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December 2023

	Name	Check Date	Check Amt	
10120	Fire Equipment-Assig			
45943	GALLS LLC	12/29/2023	\$767.55	Badges for Fire Department
45944	J LONG CLOTHING OF MANKAT	12/29/2023	\$1,050.00	Formal Ties for Fire Department
		Total Checks	\$1,817.55	

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December 2023

	Name	Check Date	Check Amt	
10101 EDA Cash				
484	UNITED STATES POSTAL SERVI	12/11/2023	\$303.26	Holiday Mailer
		Total Checks	\$303.26	

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December 2023

	Name	Check Date	Check Amt	
10102	Loan Acct Cash			
395	BLUE EARTH COUNTY	12/7/2023	\$657.10	Little Sprouts Interest Only Pmt #1
396	LITTLE SPROUTS DAYCARE	12/14/2023	\$1,019.85	Draw #3 - Childcare Forgivable Loan
		Total Checks	\$1,676.95	

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Batch: PAY 01-05-24

Name	Check Date	Check Amt	
10100 Cash			
45945 ARAMARK	1/5/2024	\$61.79	
45946 ASCAP	1/5/2024	\$434.00	License for Music on Parkway
45947 BADGER METER	1/5/2024	\$112.42	Hosting Service
45948 BOLTON & MENK INC	1/5/2024	\$4,304.50	Water Tower Rehab Project
45949 BOUND TREE MEDICAL LLC	1/5/2024	\$355.14	Medical Supplies
45950 C & S SUPPLY CO INC	1/5/2024	\$339.98	High Visability Jackets (2)
45951 CENTER POINT ENERGY	1/5/2024	\$597.94	Acct 800014147-5
45952 CHRISTOPHER KENNEDY	1/5/2024	\$648.00	December Fees
45953 COALITION OF GREATER MN CI	1/5/2024	\$6,259.00	2024 General Membership
45954 COMPUTER TECHNOLOGY SOL	1/5/2024	\$2,665.23	VIP Agreement
45955 CONSOLIDATED COMMUNICATI	1/5/2024	\$244.10	Acct 507-150-0101/0
45956 CORNERSTONE STATE BANK-L	1/5/2024	\$167,588.00	GO Refunding Bond, Series 2021B
45957 DVS RENEWAL	1/5/2024	\$81.00	2021 FRHT M2 - Acct 00-040887298
45958 EAGLE EXPRESS	1/5/2024	\$369.21	December Fuel
45959 FIRST INDEPENDENT BANK	1/5/2024	\$47,662.50	GO Water Revenue Note, Series 2023A
45960 FRESH START CLEANING AND	1/5/2024	\$100.00	December Service
45961 GOPHER STATE ONE CALL	1/5/2024	\$17.55	December Tickets
45962 HARTMAN, ANDREW	1/5/2024	\$200.00	Work Boots
45963 HOMERUN LEADERSHIP LLC	1/5/2024	\$200.00	Bromeland
45964 LINDE GAS & EQUIPMENT INC	1/5/2024	\$59.20	
45965 MACQUEEN EMERGENCY	1/5/2024	\$10,847.75	
45966 MATHESON TRI GAS INC	1/5/2024	\$218.98	
45967 MENARDS	1/5/2024	\$237.48	Step Ladder
45968 METRONET	1/5/2024	\$519.80	Acct 1959304
45969 MN DEPT OF LABOR & INDUSTR	1/5/2024	\$180.47	Building Surcharge Fee - balance due
45970 MN RURAL WATER ASSOCIATIO	1/5/2024	\$550.00	Beckmann Registration
45971 MN STATE FIRE CHIEF ASSN.	1/5/2024	\$520.00	2024 Membership
45972 MN STATE FIRE DEPT ASSOC.	1/5/2024	\$225.00	2024 Membership
45973 MN VALLEY REGIONAL FIREFIG	1/5/2024	\$100.00	2024 Dues
45974 NORTHLAND TRUST SERVICES	1/5/2024	\$64,560.00	GO Crossover Refunding Bond Series 2027A
45975 PRINCIPAL LIFE INSURANCE CO	1/5/2024	\$125.64	January/February Premium
45976 STAPLES BUSINESS ADVANTA	1/5/2024	\$315.82	
45977 U.S. BANK	1/5/2024	\$86,960.00	GO Refunding Bond Series 2021B
45978 UC LABORATORY	1/5/2024	\$599.46	
45979 VOLUNTEER FIREFIGHTERS BE	1/5/2024	\$180.00	Annual Renewal
	Total Checks	\$398,439.96	

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Batch: EDA 01-05-24

	Name	Check Date	Check Amt	
10101	EDA Cash			
485	GREATER MANKATO GROWTH-I	1/5/2024	\$8,051.58	2024 Regional EDA Agreement
		Total Checks	\$8,051.58	

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Pay Dates 12/07/2023, 12/21/2023, 12/28/2023

Payroll Name	Pay Date	Net Pay
Adomabea, Olivia	12/07/2023	1,291.28
Adomabea, Olivia	12/21/2023	1,350.81
Anderson, Jim	12/07/2023	561.33
Anderson, Jim	12/21/2023	480.34
Anderson, Joseph D.	12/07/2023	470.98
Auringer, Mandy L	12/07/2023	830.60
Auringer, Mandy L	12/21/2023	830.60
Beckmann, Jacob Donald	12/07/2023	1,243.01
Beckmann, Jacob Donald	12/21/2023	1,243.00
Bleess, Hunter J	12/07/2023	600.96
Bomstad, Jesse S	12/07/2023	653.98
Britton, Chelsea M	12/07/2023	27.70
Bromeland, Jennifer J	12/07/2023	2,888.28
Bromeland, Jennifer J	12/21/2023	2,888.48
Ehlert, Benjamin A	12/07/2023	36.94
Hartman, Andrew R	12/07/2023	1,718.25
Hartman, Andrew R	12/21/2023	1,090.37
Heitner, Steven M	12/07/2023	713.39
Johnson, Adam M.	12/07/2023	313.99
Johnson, Heidi M	12/07/2023	120.05
Kolles, Spencer D	12/07/2023	724.14
Konz, Noah J	12/28/2023	73.88
MacKrill, Terry D.	12/07/2023	581.39
Mastin, Galen M.	12/07/2023	9.23
McCarty, Michael	12/07/2023	432.60
McDonough, Jodi L	12/07/2023	1,183.19
Nicklay, Michael L	12/07/2023	1,188.42
Nicklay, Michael L	12/21/2023	1,234.09
Niemeier, Nona L	12/07/2023	1,606.33
Norton, Elizabeth Jean	12/28/2023	393.07
Olson, Kelsey M	12/07/2023	824.87
Olson, Terry L	12/07/2023	1,227.10
Rausch, Kerry L	12/07/2023	1,269.74
Rausch, Kerry L	12/21/2023	1,306.47
Rock, Zachary A	12/07/2023	753.89
Rohrich, Elizabeth K	12/28/2023	323.23
Ruel, Nathan W	12/07/2023	1,177.37
Ruel, Nathan W	12/21/2023	1,262.81
Rueter, Kyle J.	12/07/2023	600.08
Sandey, Steven S.	12/07/2023	900.38
Schloesser, Brady Timothy	12/07/2023	1,134.70
Simpson, Vern L	12/07/2023	566.76

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Payroll Name	Pay Date	Net Pay
Simpson, Vern L	12/28/2023	199.40
Steinberg, Garrett R	12/28/2023	323.23
Stenzel, Timothy L	12/07/2023	505.76
Sward, Roger Simon Irvin	12/07/2023	595.66
Talle, Trent D.	12/07/2023	1,034.60
White, Anthony D	12/28/2023	323.23
Whittington, Johnnie L	12/28/2023	323.22
Willette, Christopher B	12/07/2023	1,257.64
Willette, Christopher B	12/21/2023	0.00
Witte, Chad J.	12/07/2023	470.96

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Wire Transfers Made in 2023

Date	<u>Description</u>	<u>Initiated by</u>
12/7/2023	Wire \$380,000 from Now Acct to ICS	Kerry
12/27/2023	Wire \$500,000 from Now Acct to ICS	Kerry



Andrew Hartman
Public Works Director
90 LeRay Avenue
Eagle Lake, MN, 56024
(507)257-3218
ahartman@eaglelakemn.com

January 2024

To: Mayor Norton, City Council and City Administrator Jennifer Bromeland

From: Andrew Hartman Public Works Director

Water: We have been working with Bolton and Menk on getting final punch list items completed on the water tower.

Sewer: We have been monitoring the temp controls at the main lift station. We have been working with the electrician on getting the SCADA System installed.

Streets: We have been getting winter equipment ready. We have been out sanding a couple times this year already.

Parks: The pavilion has been framed and roofed. MAYBA's contractor is in the process of installing the irrigation system on the ballfield. I am working with the plumber to get water to the Irrigation system.

Storm Sewer: We have been conducting MS4 inspections.

If you have any questions or concerns, please feel free to contact me at ahartman@eaglelakemn.com

Andrew Hartman

EAGLE LAKE FIRE DEPARTMENT 2023 CALL REPORT

TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	% OF TOTAL
Assist Law Enforcement	2	3	1	-	-	1	-	-	1	-	-	-	8	4.5%
Assist Law Enforcement (cancelled)	-	1	-	-	-	-	-	-	-	-	-	-	1	-
Explosion (No Fire)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire (Commercial)	-	-	-	-	-	-	-	-	-	-	1	-	1	0.6%
Fire (Residential)	-	-	1	-	-	-	1	-	-	-	-	-	2	1.1%
Fire (Standby)	1	-	-	-	-	-	-	-	-	-	-	-	1	0.6%
Fire (Vehicle)	-	-	-	-	-	1	-	1	-	-	-	-	2	1.1%
Fire (Wildland)	-	-	-	1	-	-	1	-	-	-	-	-	2	1.1%
Fire Alarm	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire Assist	-	1	-	-	-	-	-	1	-	-	-	-	2	1.1%
Fire CO	-	-	-	-	-	-	-	-	-	-	1	-	1	0.6%
Fire False Alarm	-	-	1	-	-	-	-	-	-	-	-	1	2	1.1%
Fire Mutual Aid	-	-	-	-	-	-	1	-	1	-	-	-	4	2.2%
Gas Leak	-	-	2	-	2	1	-	-	-	-	-	-	5	2.8%
Hazardous (No Fire)	-	-	-	-	1	-	-	-	-	-	-	-	1	0.6%
Medical (Cancelled)	-	-	-	-	1	1	1	-	1	-	-	-	4	2.2%
Medical (Response)	6	3	4	9	7	11	10	8	5	9	12	11	95	53.4%
Medical Lift Assist	1	4	-	3	3	3	2	1	6	2	4	-	29	16.3%
Missing Person Search	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Motor Vehicle Accident w/Injury	-	-	1	-	2	-	1	1	2	-	2	1	10	5.6%
Motor Vehicle Accident w/o Injury	1	1	-	1	-	-	-	-	-	-	-	-	3	1.7%
Motor Vehicle Accident (Fatality)	-	-	-	-	-	-	-	-	-	1	-	-	1	0.6%
Motor Vehicle Accident (Cancelled)	-	-	-	-	-	-	-	-	1	-	-	-	-	0.0%
Odor Investigation	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Power Lines	-	-	-	-	-	-	-	-	-	1	-	-	-	0.0%
Rescue (Entrapment/Machinery)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Rescue (Grain Bin)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Rescue (Water)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Smoke Investigation	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Smoke/CO Alarm Malfunction	-	-	1	-	-	-	-	-	1	-	-	-	2	1.1%
Special Incident	-	-	-	1	1	-	-	-	-	-	-	-	2	1.1%
Weather	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Total	11	13	11	15	17	18	17	12	18	14	21	13	178	99%
RESPONSE AREA														
Eagle Lake	10	10	8	11	13	17	14	8	11	9	13	11	135	75.0%
St. Clair	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Good Thunder	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Janesville	-	-	-	-	-	-	-	-	-	1	-	-	1	0.6%
Kasota (Lime Twp)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Le Ray TWP	1	3	3	3	4	1	1	3	4	4	5	2	34	18.9%
Madison Lake (Le Ray Twp)	-	-	-	-	-	-	-	-	-	-	1	-	1	0.6%
Mapleton	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Mankato	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Mankato Twp	-	-	-	1	-	-	2	1	3	-	2	-	9	5.0%
Total	11	13	11	15	17	18	17	12	18	14	21	13	180	100%

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Eagle Lake Fire Relief
Gambling Fund Report November 2023

Balance	11/1/23		\$60,867.26
Income:			
Paper Pull Tabs		\$6,027.00	
Electronic		\$17,164.00	
Interest Income		\$25.95	
Total Income			<u>\$23,216.95</u>
Total Funds Available			\$84,084.21
Less Total Disbursements			<u>(\$21,580.20)</u>
Balance	11/30/23		\$62,504.01

2023 Profit / Community Donations

Net Profit:			
	1/23	(\$10,954.21)	
	2/23	\$2,927.69	
	3/23	\$4,442.89	
	4/23	(\$1,493.30)	
	5/23	\$4,480.55	
	6/23	(\$6,604.78)	
	7/23	\$11,464.14	
	8/23	\$9,235.13	
	9/23	\$7,576.00	
	10/23	\$14,464.77	
	11/23	\$4,636.45	
Total Profit To Date:			\$40,175.33
Community Donations To Date:			\$1,850.00

Eagle Lake Fire Relief
December 12 2023
Items To Be Approved

<u>To</u>	<u>For</u>	<u>Amount</u>
Eagles Nest	Rent	\$3,705.95
Randy Hoffmann	Accounting	\$700.00
Chad Witte	Wages	\$277.05
Triple Crown Gaming	Pull Tabs	\$704.01
	Invoice 9237179	
	Due 12/15/23	
Pilot Games	E-Bingo Prizes & Fees	\$458.44
Triple Crown Gaming	E-Tabs (No Check)	\$5,642.79
MN Revenue	State Tax (No Check)	\$4,276.00
Total		\$15,764.24

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2023 Building Permits Issued

<u>HOUSE #</u>	<u>STREET</u>	<u>VALUE</u>	<u>Project Description</u>
101	Diane Dr	\$ 7,500.00	Reroof
200	Hunters Ct	\$ 13,000.00	Reroof
428	LeSueur Ave	\$ 4,950.00	Furnace
708	Parkway Ave	\$ 3,000.00	Replace window w/ a door
208	Linda Dr.	\$ 6,100.00	Furnace
409	Linda Dr.	\$ 11,000.00	Reside

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-01**

**Resolution Establishing the Following as the Official Depositories for the City of Eagle Lake,
Minnesota**

WHEREAS, Minnesota Statutes require the nomination of a bank depository for Minnesota municipalities; and

WHEREAS, the City of Eagle Lake is a Minnesota municipality; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAGLE LAKE,
MINNESOTA:**

The following banks shall be named as official depositories:

- Bank of New York Clearing Services
- Bremer Bank of Mankato, Minnesota
- Citizens Community Federal Bank of Mankato, Minnesota
- Community Bank of Eagle Lake, Minnesota
- Cornerstone State Bank, Eagle Lake, Minnesota
- First National Bank Minnesota of Mankato, Minnesota
- Frandsen Bank and Trust of Mankato, Minnesota
- Huntington Bank of Mankato, Minnesota
- MBIA – 4M Fund and 4M Plus Fund
- Minnesota Valley Federal Credit Union of Mankato, Minnesota
- MinnStar Bank of Mankato, Minnesota
- Odin State Bank, Odin State Bank
- Old National Bank of Mankato, Minnesota
- Pioneer Bank of Mankato, Minnesota
- Progrowth Bank of Mankato, Minnesota
- The Bank of Elk River
- United Prairie Bank of Mankato, Minnesota
- US Bank of Mankato, Minnesota
- Wells Fargo Bank NA of Mankato, Minnesota

Adopted by the City Council of Eagle Lake, Minnesota this 1st day of May 2023.

Lisa Norton, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)

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**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-02**

Resolution to Designate the City Official Newspaper

WHEREAS, Minnesota Statutes require the City to designate an official newspaper at the first meeting of the year; and

WHEREAS, the City of Eagle Lake City Council has declared the *Mankato Free Press* as the official newspaper in past years; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Eagle Lake, Minnesota that the Mankato Free Press is declared as the City's official newspaper.

Adopted by the City Council of Eagle Lake, Minnesota this 8th day of January 2024.

Lisa Norton, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-03**

**A Resolution to Adopt the 2024 Fee Schedule
for the City of Eagle Lake, Minnesota**

WHEREAS, the City Code allows the City Council to adjust fees for licenses, services, permits, and violations; and

WHEREAS, the City Code establishes the procedures for the issuance of violations, licenses and permits, including the requirement that a fee be paid to the City of Eagle Lake; and

WHEREAS, developing a “City Fee Schedule” allows the city to approve multiple fees for services, licenses, violations and permits more efficiently and effectively.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Eagle Lake, Minnesota, that by adopting the 2024 City Fee Schedule the amounts shall be in effect immediately and shall remain in effect until modified by resolution of the City Council.

Adopted by the City Council of Eagle Lake, Minnesota this 8th day of January 2024.

Lisa Norton, Mayor

ATTEST:

Jennifer J. Bromeland,
City Administrator

(S E A L)

2023 Fee Schedule
City of Eagle Lake

ITEMS	2023 Rates	2024 Rates	NOTES/COMMENTS
BUSINESS LICENSES			
On-Sale Liquor License	\$ 1,500.00	\$ 1,500.00	
Off-Sale Liquor License	\$ 100.00	\$ 100.00	
On-Sale Sunday Liquor License	\$ 200.00	\$ 200.00	
On-Sale Club Liquor License	\$ 250.00	\$ 250.00	
On-Sale Non-Intoxicating Malt Liquor License	\$ 50.00	\$ 50.00	
Off-Sale Non-Intoxicating Malt Liquor License	\$ 25.00	\$ 25.00	
Duplicate of any Liquor License	\$ 10.00	\$ 10.00	
Contiguous Areas -On-Sale of Liquor	\$ 100.00	\$ 100.00	
Temporary On-Sale Liquor License	\$ 100.00	\$ 100.00	
Investigation Fee for a New On-Sale Liquor License	\$ 500.00	\$ 500.00	
Investigation Fee for a New Off-Sale Liquor License	\$ 500.00	\$ 500.00	
Investigation Fee for a New On-Sale Non-Intoxicating Malt Liquor License	\$ 100.00	\$ 100.00	
Investigation Fee for a New Off-Sale Non-Intoxicating Malt Liquor License	\$ 50.00	\$ 50.00	
Investigation Fee for a New Temporary Non-Intoxicating Malt Liquor License	\$ 25.00	\$ 25.00	
Public Dance Permit (Annual)	\$ 150.00	\$ 150.00	
Public Dance Permit (Single Event)	\$ 15.00	\$ 15.00	
Liquor Establishment Dance Permit	\$ 150.00	\$ 150.00	
Annual Patio Liquor Fee	\$ 200.00	\$ 200.00	
Peddler's License - Annual license (will not be prorated)	\$100 fee with \$50 investigative fee	\$100 fee with \$50 investigative fee	
Investigation Fee for a New Adult Use Business License	\$ 500.00	\$ 500.00	
Adult Use Business License	\$ 250.00	\$ 250.00	
BUILDING PERMIT CHARGES			
Water Connection Fee: Single Family	\$ 500.00	\$ 500.00	
Water Connection Fee: Apartment/Townhome Unit	\$ 250.00	\$ 250.00	per unit
Water Connection Fee: Commercial/Industrial	\$ 500.00	\$ 500.00	Case by case basis
Sewer Connection Fee: Single Family	\$ 400.00	\$ 400.00	
Sewer Connection Fee: Apartment/Townhome Unit	\$ 200.00	\$ 200.00	per unit
Sewer Connection Fee: Commercial/Industrial	\$ 400.00	\$ 400.00	Case by case basis
Water Meter	Cost plus 10%	Cost plus 10%	plus sales tax
Administrative Fee	\$ 15.00	\$ 15.00	
PLANNING AND ZONING FEES			
Plat - Preliminary	\$ 100.00	\$ 100.00	plus \$10 per lot, \$2 per notice
Plat - Final	\$ 100.00	\$ 100.00	plus \$10 per lot, \$2 per notice
Minor Subdivision	\$ 200.00	\$ 200.00	plus \$10 per lot, \$2 per notice
Simple Lot Split	\$ 100.00	\$ 100.00	
Conditional Use Permit	\$ 100.00	\$ 100.00	plus \$2 per notice
Variance	\$ 100.00	\$ 100.00	plus \$2 per notice
Rezoning	\$ 100.00	\$ 100.00	plus \$2 per notice
Street or Utility Vacation	\$ 100.00	\$ 100.00	plus \$2 per notice
Planned Unit Development	\$ 200.00	\$ 200.00	plus \$2 per notice
Zoning Permit	\$ 40.00	\$ 40.00	
Annexation Fee	\$ 500.00	\$ 500.00	
Right-of-Way Permit Fee			
Escrow Account			
TIF & Tax Abatement Escrow	\$ 10,000.00	\$ 10,000.00	
Water Area Charge	\$ 2,000.00	\$ 2,000.00	per acre
Sanitary Sewer Charge	\$ 500.00	\$ 500.00	per acre
MS4 - Storm Water Fees			
ESC Permit (Erosion & Sediment Control Permit)			
Single Family Residence	\$ 150.00	\$ 150.00	
5,000 square feet to 0.5 acres	\$ 150.00	\$ 150.00	
More than 0.5 acres to 1 acre	\$ 250.00	\$ 250.00	
More than 1 acre	\$ 350.00	\$ 350.00	
Stormwater Management Permit			
Less than 1 acre	\$ 50.00	\$ 50.00	
More than 1 acre	\$ 100.00	\$ 100.00	
PUBLIC WORKS FEES			
Contract Mowing - outside vendor	20% mark up	20% mark up	
Sidewalk (Snow Removal)	\$125/\$150/\$200	\$125/\$150/\$200	Based on 1st/2nd/3rd & + time per season
Riding Lawn Mower	\$125/\$150/\$200	\$125/\$150/\$200	Based on 1st/2nd/3rd & + time per season
Weed Control	\$125/\$150/\$200	\$125/\$150/\$200	Based on 1st/2nd/3rd & + time per season
Skid Loader	\$ 150.00	\$ 150.00	per hour/minimum one hour- last charged this way was 2010-\$100 for tractor
One-Ton Truck	\$ 150.00	\$ 150.00	per hour/minimum one hour- last charged this way was 2010-\$100 for tractor
Man Hours	\$ 75.00	\$ 75.00	per hour/minimum one hour- last charged this way was 2010-\$60
RENTAL LICENSES			
Residential Rental License (3 year license)			
One-Family or Townhouse Unit	\$ 140.00	\$ 140.00	3 year cycle-The city is charged \$65 for the first 3 units
One-Family or Townhouse Unit	\$ 110.00	\$ 110.00	2 years of 3 year cycle
One-Family or Townhouse Unit	\$ 75.00	\$ 75.00	1 year of 3 year cycle
Apartment Complex - one or two units			
3+ units	\$ 40.00	\$ 40.00	per additional unit-City is charged \$35 for each additional unit
Re-Inspection	\$ 40.00	\$ 40.00	City is charged \$35
No Show	\$ 40.00	\$ 40.00	City is charged \$35
Violations			
Temporary Rental License Permit			

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2023 Fee Schedule
City of Eagle Lake

ITEMS	2023 Rates	2024 Rates	NOTES/COMMENTS
First Six (6) Months	\$ 80.00	\$ 80.00	
Second Six (6) Months	\$ 50.00	\$ 50.00	
Third Six (6) Months	\$ 50.00	\$ 50.00	
Transfer of Rental License	One half the the license fee	One half the the license fee	
Rental License Investigative/Background Check	\$50 investigative fee	\$50 investigative fee	City starting charging for backgrounds for solicitor licenses in 2021.
UTILITY BILL FEES			
Residential Water Rates			
Base Fee	\$ 6.62	\$ 7.01	
0 - 6,999 gallons	\$ 5.25	\$ 5.57	per 1,000 gallons
7,000 - 9,999 gallons	\$ 6.98	\$ 7.40	per 1,000 gallons
10,000 - + gallons	\$ 8.72	\$ 9.24	per 1,000 gallons
Commercial/Industrial Water Rates			
Secondary Meter rate	\$ 8.72	\$ 9.24	per 1,000 gallons
Bulk Water Rates	\$ 25.00	\$ 25.00	per 1,000 gallons
Utility Late Fee	\$5.00 or 5% greater of 2	\$5.00 or 5% greater of 2	
State Water Connection Fee	\$ 0.81	\$ 0.81	The State of MN increased this fee.
Failure to Notify of Bank Change Fee	\$ 5.00	\$ 5.00	
Water Reconnect Fee - (April 1 - Nov. 30)	\$ 100.00	\$ 100.00	
Winter Reconnect Fee (Dec 1 - Mar 31)	\$ 200.00	\$ 200.00	
After Hour Reconnect Fee	\$ 150.00	\$ 150.00	
Dishonored Check Fee	\$ 30.00	\$ 30.00	
Sewer Rates			
Base Fee	\$ 7.55	\$ 7.85	per 1,000 gallons - Not sure what % we want to increase these by
Storm Water Drainage Fee	\$ 7.28	\$ 7.57	
Refuse Rates	\$ 3.63	\$ 4.94	
Extra 64 Gallon Container	\$ 15.44	\$ 16.64	Increased to match intial can cost
Recycling Rates	\$ 4.82	\$ 5.13	
RENTAL FACILITY CHARGES			
Ice Rink Rental	\$80 plus tax State-\$5.50 and County-\$0.40	\$80 plus tax State-\$5.50 and County-\$0.40	per hour/\$80 deposit
Ball field Rental	\$35 plus state and county tax	\$35 plus state and county tax	per day
Council Chamber Rental Fee			
Private Meeting	\$25 - resident; \$50 - non resident	\$25 - resident; \$50 - non resident	per day
Private Party	\$100 - resident; \$150 - non resident	\$100 - resident; \$150 - non resident	per day
Council Chamber Deposit	\$250.00	\$250.00	per rental agreement signed
MISC OFFICE CHARGES			
Assessment Searches	\$ 20.00	\$ 20.00	
Fax	\$2.00 Min. + \$.25 per pg	\$2.00 Min. + \$.25 per pg	fee includes sales tax
Copies	\$0.25 black & \$0.50 color	\$0.25 black & \$0.50 color	fee includes sales tax
ANIMAL LICENSES			
Dog License	\$10/1 yr; \$15/2 yr; \$20/3 yr	\$10/1 yr; \$15/2 yr; \$20/3 yr	
Kennel License	\$ 50.00	\$ 50.00	
FIRE DEPT CHARGES			
Fire Call	\$ 500.00	\$ 500.00	for the 1st hour, \$100.00 per hour up to 10 hrs
10 hrs or more	\$ 500.00	\$ 500.00	per hour
False Alarms	\$ 500.00	\$ 500.00	3 or more in a 12 month period
Motor Vehicle Accident	\$ 300.00	\$ 300.00	per vehicle
POLICE CHARGES			
Officer Stand By	\$50 per hour with a 2 hour minimum		Eliminated in 2024 with contracting police services with BECSO.
Fee for Police Working Public Event-Requested by Business/Group	\$150		
ADMINISTRATIVE PENALTIES			
Burn Site Mis-Use	\$ 50.00		Eliminated in 2024 with contracting police services with BECSO.
Curfew violations	\$ 20.00		
Dog Nuisances/barking	\$50 / \$75 / \$100		
Dog or Cat Running at Large	\$ 50.00		
Dogs and Cats, License Required	\$ 50.00		
Dogs or Cat Waste	\$50 / \$75 / \$100		
Dogs, Maximum Number-3	\$ 50.00		
Exhibition Driving	\$ 80.00		
Inoperable Motor Vehicles	\$ 100.00		
Junk/Abandoned Motor Vehicles Storing & Parking	\$ 50.00		
Peddlers License Required	\$ 100.00		
Public Nuisance	\$ 50.00		
Public Nuisance Affecting Health	\$ 50.00		
Public Nuisance Affecting Peace & Safety (Noise)	\$ 50.00		
ATVs, and Rec. Vehicles	\$ 50.00		
Sidewalks, Snow, Ice, Dirt and Rubbish	\$ 20.00		
Snow Emergency Parking Violations	\$ 20.00		
Snowmobiles	\$ 50.00		
Travel Trailer, Recreational Vehicle and Trailer Parking	\$ 50.00		
Weed Elimination/Weeds and tall grass	\$ 20.00		
Junk Properties	\$ 100.00		
WORK RELATED EVENTS			
Breakfast	\$8*	\$8*	itemized receipt required
Lunch	\$14*	\$14*	itemized receipt required
Dinner	\$20*	\$20*	itemized receipt required

* = Maximum allowed per day is \$42.00, subject to approval by the City Administrator

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**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-04**

**A Resolution Designation of Bank Signatories and Delegating Authority to Make
Electronic Funds Transfers**

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Eagle Lake that the following persons are designated official signatories for the City of Eagle Lake for 2024:

Lisa Norton, Mayor
Garrett Steinberg, Mayor Pro Tem
Jennifer Bromeland, City Administrator
Kerry Rausch, Deputy Clerk

BE IT FURTHER RESOLVED, by the City Council of the City of Eagle Lake DOES HEREBY DELEGATE AUTHORITY TO MAKE ELECTRONIC FUNDS TRANFERS TO THE Deputy Clerk for the fiscal year 2024.

Lisa Norton, Mayor

ATTEST:

Jennifer J. Bromeland, City Administrator
(S E A L)

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-05**

A RESOLUTION ACCEPTING A DONATION TO THE CITY

WHEREAS the City of Eagle Lake is generally authorized to accept donations pursuant to Minnesota Statutes for the benefit of its public recreational services.

WHEREAS the following donation(s) has offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Eagle Lake Area Lions Club	\$336.00
Leslie Phipps	\$ 20.00
Mary Strucher	\$ 10.00
Al Johnson	\$ 20.00
Carolyn and David Baker	\$100.00
Tim and Joan Back	\$ 50.00
Olson Family Chiropractic	\$500.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

To be applied towards the Eagle Lake Park pavilion costs.

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 Eagle Lake, 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.

Passed by the City Council of Eagle Lake, Minnesota this 8th day of January 2024.

Lisa Norton
Mayor

Attested:

Jennifer J. Bromeland
Administrator

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-06**

A Resolution Accepting 2024 Pay Rates for Employees

WHEREAS, the City conducted a wage study in 2023 for all City positions and;

WHEREAS, the City Council has reviewed the wage study and accepted the restructuring of the pay scale; and

WHEREAS, the City feels it is appropriate to implement the restructured pay scale and to place the employees on the restructured pay scale as presented below, effective with hours worked January 1, 2024.

Employee	Grade	Step
Jacob Beckmann	6	1
Nathan Ruel	6	1
Jim Anderson	3	1
Mike Nicklay	8	1
Andrew Hartman	11	1
Olivia Adomabea	8	1
Kerry Rausch	8	6
Mandy Auringer	5	2
Jennifer Bromeland	16	7

NOW THEREFORE BE IT RESOLVED, that the City Council agrees to place employees on the restructured pay scale as presented.

Adopted by the City Council of Eagle Lake, Minnesota this 8th day of January 2024.

Lisa Norton, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)

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1 2 3 4 5 6 7 8 9 10

2024 New Pay Plan

	1	2	3	4	5	6	7	8	9	10				
Grade 1	\$ 11.66	\$ 11.89	\$ 12.13	\$ 12.37	\$ 12.62	\$ 13.00	\$ 13.39	\$ 13.79	\$ 14.20	\$ 14.63	\$ 15.07	\$ 15.52	\$ 15.99	\$ 16.47
Grade 2	\$ 13.21	\$ 13.48	\$ 13.75	\$ 14.02	\$ 14.30	\$ 14.73	\$ 15.18	\$ 15.63	\$ 16.10	\$ 16.58	\$ 17.08	\$ 17.59	\$ 18.12	\$ 18.66
Grade 3	\$ 14.43	\$ 14.72	\$ 15.01	\$ 15.31	\$ 15.62	\$ 16.09	\$ 16.57	\$ 17.07	\$ 17.58	\$ 18.11	\$ 18.65	\$ 19.21	\$ 19.79	\$ 20.38
Grade 5	\$ 17.84	\$ 18.20	\$ 18.56	\$ 18.93	\$ 19.31	\$ 19.89	\$ 20.49	\$ 21.10	\$ 21.73	\$ 22.39	\$ 23.06	\$ 23.75	\$ 24.46	\$ 25.20
Grade 6	\$ 20.64	\$ 21.05	\$ 21.48	\$ 21.90	\$ 22.34	\$ 23.01	\$ 23.70	\$ 24.41	\$ 25.15	\$ 25.90	\$ 26.68	\$ 27.48	\$ 28.30	\$ 29.15
Grade 8	\$ 23.98	\$ 24.46	\$ 24.95	\$ 25.45	\$ 25.95	\$ 26.73	\$ 27.54	\$ 28.36	\$ 29.21	\$ 30.09	\$ 30.99	\$ 31.92	\$ 32.88	\$ 33.87
Grade 10	\$ 27.81	\$ 28.37	\$ 28.94	\$ 29.52	\$ 30.11	\$ 31.01	\$ 31.94	\$ 32.90	\$ 33.89	\$ 34.90	\$ 35.95	\$ 37.03	\$ 38.14	\$ 39.28
Grade 11	\$ 31.57	\$ 32.20	\$ 32.84	\$ 33.50	\$ 34.17	\$ 35.20	\$ 36.25	\$ 37.34	\$ 38.46	\$ 39.61	\$ 40.80	\$ 42.03	\$ 43.29	\$ 44.59
Grade 12	\$ 34.13	\$ 34.82	\$ 35.51	\$ 36.22	\$ 36.95	\$ 38.06	\$ 39.20	\$ 40.37	\$ 41.59	\$ 42.83	\$ 44.12	\$ 45.44	\$ 46.80	\$ 48.21
Grade 16	\$ 38.11	\$ 38.87	\$ 39.64	\$ 40.44	\$ 41.27	\$ 42.11	\$ 43.00	\$ 43.92	\$ 44.89	\$ 45.90	\$ 46.95	\$ 48.06	\$ 49.21	\$ 50.41

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January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Public Hearing - Chapter 6 Amendments

A public hearing has been scheduled this evening to consider proposed amendments to Chapter 6 related to planning and zoning regulations following recommendation by the Planning Commission. Community Development Coordinator Olivia Adomabea will review the proposed changes in detail at the meeting.

The draft amendments to Chapter 6 have been reviewed by legal counsel. Attached is a letter advising of suggested changes which are reflected in the proposed amendments.

Discussion should ensue.

City staff recommends that a summary publication be approved.

A motion is needed to approve the amendments to Chapter 6.

/s/ Jennifer J. Bromeland
City Administrator

The Free Press THE LAND MEDIA

418 S Second Street, Mankato, MN 56001
www.mankatofreepress.com phone: (507) 344-6314

Ad Proof

This is the proof of your ad scheduled to run on the dates indicated below. Please proofread carefully and if changes are needed, contact us prior to deadline at or email at mthomas@mankatofreepress.com.

DATE 12/22/23

Client:

CITY OF EAGLE LAKE
PO BOX 159
EAGLE LAKE, MN 56024-0000
(507) 257-3218

ACCOUNT NUMBER: 110586
ACCOUNT REP: DANNY CREEL
ACCOUNT REP PHONE: (507) 344-6351
ACCOUNT REP EMAIL:
DCREEL@MANKATOFREEPRESS.COM

Public Notice
December 27, 2023
PUBLIC HEARING NOTICE
EAGLE LAKE CITY COUNCIL
Notice is hereby given that the City Council of the City of Eagle Lake, Blue Earth County, Minnesota, will meet and hold a Public Hearing at 6:00 p.m. at the January 8, 2024 City Council meeting in the Council Chambers located at 705 Parkway Avenue to consider amending Chapter 6 of City Code titled "Planning and Zoning Regulations".
Summary. The Planning Commission reviews Chapter 6 "Planning and Zoning Regulations" from time to time and makes recommendations to the City Council for changes to this Ordinance as the Planning Commission may deem appropriate and consistent with the goals, objectives, and policies of the Comprehensive Land Use Plan. A complete copy of the proposed amendments is available upon request at Eagle Lake City Hall, 705 Parkway Avenue, Eagle Lake, MN 56024, or by calling 507-257-3218.

Jennifer J. Bromeland
City Administrator

Ad ID: 763150

Start: 12/27/23

Stop: 12/27/23

Total Cost: \$38.83

of Lines: 33

Columns Wide: 1

of Inserts: 2

Ad Class: Legals

Phone #

Email: mthomas@mankatofreepress.com

Publications:

The Free Press
MankatoFreePress.com

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January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: MSU Final Land Use Presentation

The MSU graduate students working on a land use update will be at this evening's meeting to give a final land use presentation. The Planning Commission was encouraged to attend the meeting this evening.

Following the presentation, no action is needed this evening. City staff recommends that the final land use recommendations be reviewed at the upcoming Planning Commission and a recommendation sent to the City Council for consideration at its February 5th meeting.

/s/ Jennifer J. Bromeland
City Administrator



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Contractor's Pay Request No. 2 – Water Tower Rehab Project

Attached you will find Contractor's Pay Request No. 2 for the Water Tower Rehab Project. The pay request totals \$158,835.

Bolton and Menk Engineer John Graupman recommends payment of the contractor's pay request.

A motion is necessary to approve payment of the pay request.


Jennifer J. Bromeland
City Administrator

APPLICATION AND CERTIFICATION FOR PAYMENT

TO OWNER:
 City of Eagle Lake
 101 Plainview
 Eagle Lake, MN 56024

PROJECT:
 Water Tower Rehabilitation
 300MG Sphere

APPLICATION NO: two
PERIOD TO: 30-07-23
PROJECT NOS: OM2.128780
CONTRACT DATE:

FROM CONTRACTOR:
 Maguire Iron
 PO Box 1446
 Sioux Falls, SD 57101

VIA ENGINEER:
 Bolton-Menk
 1960 Premier Drive
 Mankato, MN 56001

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

- 1. ORIGINAL CONTRACT SUM \$ 463,000.00
- 2. Net change by Change Orders \$ -
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 463,000.00
- 4. TOTAL COMPLETED & STORED TO DATE \$ 424,500.00

CONTRACTOR: MAGUIRE IRON, INC.

By: _____ Date: _____

5. RETAINAGE:

- a. 5% of Work Completed (Columns D + E on Continuation Sheet) \$ 21,225.00
- b. _____ % of Stored Material (Column F on Continuation Sheet) \$ _____
- Total Retainage (Line 5a + 5b)** (Total in Column I on Continuation Sheet) 21,225.00

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 158,835
 (Attached explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified)

- 6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) \$ 403,275.00
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT..... \$ 204,440.00
 (Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE \$ 199,835.00

ENGINEER:  By: _____ Date: 1-03-24

- 9. BALANCE TO FINISH, INCLUDING RETAINAGE..... \$ 59,725.00
 (Line 3 less Line 6)

OWNER'S APPROVAL:

By: _____ Date: _____

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CONTINUATION SHEET

APPLICATION NO: IWO
 APPLICATION DATE: 01-07-23
 PERIOD TO: 30-07-23
 ENGINEER'S PROJECT NO.:

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

A Item No.	B Description of Work	C Scheduled Value		D Work Completed		E This Period	F Materials Presently Stored (not in D or E)	G Total Completed & Stored to Date (D + E + F)	H Balance to Finish (C - G)	I Retainage (if Variable Rate)
		From Previous Application (D + E)	This Period	From Previous Application (D + E)	This Period					
1	Mobilization and site maintenance	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 3,000.00		\$ 5,000.00	\$ 0.00	5%
2	Grinding (misc)	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 1,500.00		\$ 3,000.00	\$ 0.00	100%
3	Welding (misc)	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -		\$ 1,500.00	\$ 0.00	100%
4	Pit Filler (misc)	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -		\$ 2,500.00	\$ 0.00	100%
5	Caulking (misc)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -		\$ 5,000.00	\$ 0.00	100%
6	Interior Wet - Complete removal and replacement on all surfaces	\$ 79,000.00	\$ 79,000.00	\$ 79,000.00	\$ -	\$ -		\$ 79,000.00	\$ 0.00	100%
7	Interior Dry - Complete removal and replacement of Inlet/outlet pipe landings, cone base ring, overflow pipe, all piping / valves / steel in vault pit, and all areas above the upper landing	\$ 17,000.00	\$ 10,200.00	\$ 10,200.00	\$ -	\$ 6,800.00		\$ 17,000.00	\$ 0.00	100%
8	Interior Dry Spot repair	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -		\$ 5,000.00	\$ 0.00	100%
9	Exterior - Complete sandblasting and reconditioning of tower	\$ 210,000.00	\$ 105,000.00	\$ 105,000.00	\$ -	\$ 105,000.00		\$ 210,000.00	\$ 0.00	100%
10	Provide and install new drain "mud" valve and piping	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 8,000.00		\$ 8,000.00	\$ 0.00	100%
11	Provide and install new tank mixer	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 25,000.00		\$ 25,000.00	\$ 0.00	100%
12	Tower lettering / logos	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 20,000.00		\$ 20,000.00	\$ 0.00	100%
13	Provide and install new LED aviation obstruction light	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00		\$ 5,000.00	\$ 0.00	100%
14	Repair damaged groud/mortar under cone baseplate ring (caulk seam and paint groud/ mortar)	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ -	\$ -		\$ 3,500.00	\$ 0.00	100%
15	Modify lower landing with new drain to overflow pipe	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00		\$ 2,500.00	\$ 0.00	100%
16	Provide and install new recirculation pump, in-line temp sensor, flow indicator, all new inlet/outlet pipe valves, and piping	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 5,000.00		\$ 5,000.00	\$ 10,000.00	33%
17	Provide and install new pressure manway gasket	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00		\$ 1,000.00	\$ 0.00	100%
18	Provide and install new overflow pipe screen	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00		\$ 500.00	\$ 0.00	100%
19	Carefully remove inlet/outlet pipe insulation and re-install insulation/jacket. Install existing metal jacket (provide with new banding) on inlet/outlet pipe.	\$ 7,500.00	\$ -	\$ -	\$ -	\$ 7,500.00		\$ 7,500.00	\$ 0.00	100%
20	Provide new personal protection (safety climb) equipment	\$ 11,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 11,000.00	0%
21	Provide new rubber/neoprene tank drain hose and check valve to overflow pipe at upper landing	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00		\$ 2,500.00	\$ 0.00	100%
22	Carefully remove / re-install all city Antennas / holiday lights door at upper landing	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 5,000.00	0%
23	Provide and modify / install new metal visor above "painters" access	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00		\$ 1,000.00	\$ 0.00	100%
24	Provide and install new inlet / outlet pipe expansion joint	\$ 15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00		\$ 15,000.00	\$ 0.00	100%
25	Disinfection	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 1,000.00	0%
26	Site restoration	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 1,500.00	0%
27	Construction allowance	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 10,000.00	0%
		\$ 463,000.00	\$ 215,200.00	\$ 209,300.00	\$ -	\$ 424,500.00		\$ 38,500.00	\$ 21,225.00	92%

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January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Sale of Surplus ELPD Ammunition

The surplus Eagle Lake Police Department ammunition was inventoried and appraised based on recent invoices for ammunition. The Blue Earth County Sheriff's Office (BEC SO) has submitted an offer of \$3,500. Per an inquiry to legal counsel, it is acceptable to sell the surplus ammunition to BEC SO. City staff was advised against trying to sell on the open market after consulting with various vendors.

A motion is needed to approve the sale of surplus ELPD ammunition to BEC SO in the amount of \$3,500.


Jennifer J. Bromeland
City Administrator



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Annual ASCAP License Agreement

Attached is paperwork for a license agreement with the American Society of Composers, Authors, and Publishers (ASCAP) to play copyrighted music on premises owned by the City of Eagle Lake. Any music played in a public space (e.g., City Hall, parks) could potentially open the city up to liability without a license. The fee for the one-year license is \$434.

A motion is necessary to authorize entering into a license agreement with ASCAP for 2024.


Jennifer J. Bromeland
City Administrator



PO BOX 331608 Attn: Account Services
Nashville, TN 37203-7515
Attn: Account Services
Phone: 1-800-505-4052
Fax: 1-615-691-7795

December 20, 2023

GJ594Q00108101 -

Jennifer Bromeland
City Administrator
City of Eagle Lake, MN
City of Eagle Lake, MN
705 Parkway Avenue PO Box 159
Eagle Lake, MN 56024

Re: Account No. - 500862233
City of Eagle Lake, MN
City of Eagle Lake, MN
705 Parkway Avenue PO Box 159
Eagle Lake, MN 56024

Dear Ms. Bromeland:

Thank you for being an ASCAP licensee, and appreciating the value that music brings to your community.

Your ASCAP agreement calls for an annual license fee adjustment, based on the year-over-year change in the Consumer Price Index (CPI). This year's measurement of inflation between October 2022 and October 2023 resulted in an overall increase of 3.24114% to your license fee.

The 2024 fee schedule reflecting the increase is enclosed. If there have been any changes to your population or if you have a special event to report, please complete and return the report form by mail to:

ASCAP
Customer Care
PO Box 331608
Nashville, TN 37203

If an ASCAP billing statement is enclosed, your license fee is now due. To ensure that your ASCAP license remains current, please submit payment for your 2024 license today online by credit card or echeck.

Sign in to your account at www.ascap.com/mylicense with your UserID and Password. If you do not have sign-on credentials, please "Register as a New User" using your 9-digit account number and zip code.

With your online account you can:

- Pay your balance - with a credit card or e-check.
- Go Paperless - change your billing statement preference to paperless delivery and receive your monthly billing statements electronically. Select "Change Paperless Statements Option" on the Main Menu and select "Enroll for Estatements".

If you do not have a billing statement enclosed, you will receive one 30 days before your annual renewal date.

If you wish to pay by mail, please send to the remittance address on your billing statement.

For any questions about your license, reporting or payment, please call us at 1-800-505-4052 or send us an email at glcs@ascap.com.

Sincerely,

Account Services


Account Services

Enclosures:
Rate Schedule
Report Form
Return Envelope

F0166_0124
IMLA

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12/20/23 10:10 AM

	LOCAL GOVERNMENT ENTITIES 2024 Rate Schedule and Report Form
Account No.: 500862233	Premise Name: City of Eagle Lake, MN; Eagle Lake, MN
Report Due: 12/30/2024	



SCHEDULE A: Base License Fee

Population Size			Base License Fee
1	to	50,000	\$434.00
50,001	to	75,000	\$867.00
75,001	to	100,000	\$1,041.00
100,001	to	125,000	\$1,389.00
125,001	to	150,000	\$1,734.00
150,001	to	200,000	\$2,256.00
200,001	to	250,000	\$2,773.00
250,001	to	300,000	\$3,299.00
300,001	to	350,000	\$3,817.00
350,001	to	400,000	\$4,338.00
400,001	to	450,000	\$4,854.00
450,001	to	500,000	\$5,378.00
500,001	Plus***		\$6,591.00

*** \$6,591.00 plus \$500 for each 100,000 of population above 500,000 to a maximum fee of \$86,727.00

SCHEDULE B: Special Events

The rate for Special Events shall be 1% of Gross Revenue.

"Special Events" means musical events, concerts, shows, pageants, sporting events, festivals, competitions, and other events of limited duration presented by LICENSEE for which the "Gross Revenue" of such Special Event exceeds \$25,000.

"Gross Revenue" means all monies received by LICENSEE or on LICENSEE'S behalf from the sale of tickets for each Special Event. If there are no monies from the sale of tickets, "Gross Revenue" shall mean contributions from sponsors or other payments received by LICENSEE for each Special Event.


SCHEDULE C: State Municipal and/or County Leagues or State Associations of Attorneys

The annual license fee for LICENSEES who are legally organized as state municipal and/or county leagues or state associations of municipal and/or county attorneys shall be \$500.00 .

License Fee for Year 2025 and Thereafter

For each calendar year commencing 2025, all dollar figures set forth in Schedules A, B and C above (except for \$500.00 add-on for populations of 500,001 or more) shall be the license fee for the preceding calendar year, adjusted in accordance with the increase in the Consumer Price Index - All Urban Consumers (CPI-U) between the preceding October and the next preceding October. Any additional license fees due resulting from the CPI adjustment shall be payable upon billing by ASCAP.

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	LOCAL GOVERNMENT ENTITIES 2024 Rate Schedule and Report Form
Account No.: 500862233	Premise Name: City of Eagle Lake, MN; Eagle Lake, MN
Report Due: 12/30/2024	



SCHEDULE A: Base License Fee (Due upon execution of Agreement and within 30 days of the Agreement's Renewal Date.)

Population Size: 0218 or 3,331 - state demographer 2022 Base License Fee: \$434.00
 (Per current U.S. Census Data) (Please refer to attached Rate Schedule)

SCHEDULE B: Special Events* (Report and Payment due 90 days after the conclusion of each Special Event)

Event Date (mm/dd/yyyy) If More than 1 Event Per Day, Please Report As Separate Entries)	Performer(s) or Group(s) Appearing	Gross Revenue of Event (Must Exceed \$25,000)	% Applies to Gross Revenue	Event Fee	Is a Program of Musical Works Attached? (Yes/No)	If the Event is Co-Sponsored (Please Identify The Co-sponsor's Name, Address, Phone Number and ASCAP Account Number)
			x .01	\$		Name: _____ Address: _____ Phone No: _____ Account No: _____
			x .01	\$		Name: _____ Address: _____ Phone No: _____ Account No: _____
			x .01	\$		Name: _____ Address: _____ Phone No: _____ Account No: _____
			x .01	\$		Name: _____ Address: _____ Phone No: _____ Account No: _____

**"Special Events" means musical events, concerts, shows, pageants, sporting events, festivals, competitions, and other events of limited duration presented by LICENSEE for which the "Gross Revenue" of such Special Event exceeds \$25,000.

***"Gross Revenue" means all monies received by LICENSEE or on LICENSEE'S behalf from the sale of tickets for each Special Event. If there are no monies from the sale of tickets, "Gross Revenue" shall mean contributions from sponsors or other payments received by LICENSEE for each Special Event.

GLCS@ascap.com 1-800-505-4052 1-615-691-7795 (FAX)
Epayment Websites: <http://www.ascap.com/mylicense> or <http://www.ascap.com>

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LOCAL GOVERNMENT ENTITIES (continued): (Please complete form in its entirety.)

SCHEDULE C: State Municipal and/or County Leagues or State Associations of Attorneys

Report Year: _____ Annual License Fee: \$500.00 (Due within 30 days of Renewal Date.)

Total Fees Reported From Any or All of Schedules A, B or C: \$ _____

Base Licensee Fees accompanied by a completed Report Form are due and payable within 30 days of the License Agreement's renewal date. The Report along with payment may be mailed to the ASCAP address below.

Contact Person: <u>Jennifer Bromeland</u>	<u>City Administrator</u>
(Please print Contact's Name.)	(Please print Contact's Title.)
Phone No.: <u>(507) 257-3218</u>	Fax No.: () _____
Email: <u>jbromeland@eaglelakemn.com</u>	Website: <u>eaglelakemn.com</u>
I certify that the above information is true and correct.	Signature: <u>Jennifer Bromeland</u>
Dated: <u>12/27/23</u>	(Please print Name and Title of Signatory name above.)

GLCS@ascap.com 1-800-505-4052 1-615-691-7795 (FAX)
Epayment Websites: <http://www.ascap.com/mylicense> or <http://www.ascap.com>

12/20/2010 F0166_0124



Account No.: 500862233

City of Eagle Lake, MN
705 Parkway Avenue PO Box 159
Eagle Lake, MN 56024

ASCAP
Account Services
P. O. Box 331608-7515,
Nashville, TN 37203-9998

IMLA

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January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: VOTER Funds Agreement

Attached is a Voting Operations, Technology & Election Resources (VOTER) Funds Agreement. According to Michael Stalberger with Blue Earth County Property and Environmental Resources, the Legislature enacted the first-of-its-kind ongoing state appropriation to support the cost of administering elections at the city, town, and county levels. The intent of the annual funding is to share the burden of certain election costs with the state, rather than it being solely a local taxpayer responsibility. Blue Earth County will retain Eagle Lake's share and use the funds for qualifying election expenses. This will reduce the City's cost for its election equipment contribution, ballot mailing costs, etc. that are typically billed back to Eagle Lake. By signing the VOTER funds agreement, the City of Eagle Lake is allowing Blue Earth County to retain all funds so that the City will not have any reporting or recordkeeping responsibilities for the VOTER Funds.

A motion is needed to retroactively approve the VOTER Funds Agreement.


Jennifer J. Bromeland
City Administrator

**STATE OF MINNESOTA
VOTING OPERATIONS, TECHNOLOGY & ELECTION RESOURCES (VOTER) ACCOUNT
COUNTY – MUNICIPALITY AGREEMENT**

This Agreement (hereinafter “Agreement”) is made between Blue Earth County ("County"),
and Eagle Lake (“Municipality”).

Recitals

1. Under Minnesota Laws 2023, Chapter 62, Article 4, section 6, the Voting Operations, Technology, and Election Resources (VOTER) Account was established requiring the Office of the Secretary of State, hereinafter the OSS, to distribute funds to each county as prescribed.
2. Total allocation to County is approximately \$13,859.40 annually.
3. Upon receipt of funds, County and Municipality must agree on a distribution plan for allocating funds from the account which must be used for expenditures directly related to election administration.
4. County is responsible for elections within its county, including absentee voting, and Municipality operates polling places within its jurisdiction or has elected to vote by mail balloting provisions in state law.

Agreement

1. Effectiveness of Agreement

- 1.1. **Effective date.** November 14, 2023, or the date all required signatures have been affixed to the agreement by County and Municipality, whichever is later.
- 1.2. **Annual Renewal.** This agreement shall remain in effect and renew annually until such time that the County or the Municipality notifies the other party in writing of its desire to terminate the Agreement. The termination will be effective December 31 of the year of notice, for the following year’s allocation.
- 1.3. **Application of terms.** Municipality agrees to be subject to the obligations applicable to County in the Agreement set forth in said agreement.

2. Allocation of VOTER Account Funds

- 2.1. **Allocation determination.** The Municipality agrees to receive no direct allocation under this agreement. The Municipality’s default allocation amount as provided by the OSS will instead be retained by the County for qualifying expenditures of the County and the Municipality as referenced in this Agreement.
- 2.2. **Allocation methodology.** The County will utilize the provided OSS default allocation as a consistent and equitable distribution of VOTER account funds for qualifying expenditures for all municipalities.
- 2.3. **Maximum available amount.** Based on the OSS default allocation, Municipality is allocated no more than \$ 170.73 for qualifying expenditures described in the Agreement and in accordance with all federal and state laws authorizing these expenditures.

3. Use and Maintenance of VOTER Account Funds

- 3.1. **Municipality authorization.** Municipality agrees to authorize County to expend the allocated amount for authorized purposes on behalf of Municipality.
- 3.2. **Segregation of funds.** County must segregate all funds in an election funding account.
- 3.3. **Maintenance of funds.** County must maintain the funds in the segregated account until spent for any authorized purposes described in the Agreement.

3.4. **Authorized purposes.** County may use the funds provided under the Agreement for expenditures directly related to election administration as defined in Minnesota Statutes section 5.305.

3.5. **Reporting requirements.** County agrees to provide any required information to OSS to meet reporting requirements outlined in statute for all funds expended for each calendar year by December 31 annually.

4. Authorized Representatives

County's Authorized Representative is:

Michael Stalberger
Property and Environmental Resources Director
PO Box 3567, Mankato MN 56002
507-304-4257
michael.stalberger@blueearthcountymn.gov

Municipality's Authorized Representative is:

Name: Jennifer J. Bromeland
Title: City Administrator
Address: 705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
Phone: 507-257-3218
Email: jrbromeland@eaglelakemn.com

If either Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended, parties must notify each other of the change.

5. Signatures and Certification

County and Municipality certify that the appropriate person(s) have executed the Agreement on behalf of County and Municipality as required by applicable resolutions or ordinances.

COUNTY

By: MICHAEL STALBERGER
Signed: _____
Title: PROP & ENV RES DIRECTOR
Date: NOV 13, 2023

MUNICIPALITY

Jurisdiction: Eagle Lake
By: Jennifer J. Bromeland
Signed: Jennifer J. Bromeland
Title: City Administrator
Date: 12/14/23



January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Intent to Cost Participate Agreement

Attached is an Intent to Cost Participate Agreement between Blue Earth County and the City of Eagle Lake. The purpose of the agreement is to define terms, responsibilities, and formalize County and City intent to participate in costs for the Eagle Lake Pedestrian Connectivity Project development and design of pedestrian facilities including a shared-use trail along CSAH 27 (Agency Street) from Thomas Drive to 211st Street, a sidewalk along CSAH 27 (Agency Street) from Thomas Drive to Blace Avenue, and a sidewalk along 211th Street from Agency Street to Maple Lane.

For purposes of providing background, the City was awarded a Transportation Alternatives Grant totaling \$475,982 in April of 2023 to apply towards the construction cost of the Eagle Lake Pedestrian Connectivity Project in FY26. To help offset the local share, a DNR grant application will be submitted. Under this agreement, if that application is unsuccessful, the City and County agree to pay their respective proportionate shares of the remaining project construction costs.

We will review the terms of the agreement and responsibilities of the City and County at the meeting in more detail as well as plans for funding for the City's local share.

Blue Earth County signed the agreement following approval at its January 2, 2024 meeting.

A motion is needed to authorize the Mayor and City Administrator to sign the Intent to Cost Participate Agreement as described above.

/s/ Jennifer J. Bromeland
City Administrator

INTENT TO COST PARTICIPATE AGREEMENT

Between

Blue Earth County

and

the City of Eagle Lake

1. **Purpose and Scope:** This Agreement is between and the Blue Earth County ("County") acting through its Board of Commissioners and the City of Eagle Lake acting through its City Council ("City") for the purpose of defining terms, responsibilities, and formalize County and City intent to participate in costs for the 'Eagle Lake Pedestrian Connectivity Project' development and design of pedestrian facilities including:
 - 1.1. A shared-use trail along CSAH 27 (Agency Street) from Thomas Drive to 211th Street.
 - 1.2. A sidewalk along CSAH 27 (Agency Street) from Thomas Drive to Blace Avenue.
 - 1.3. A sidewalk along 211th Street from Agency Street to Maple Lane.
2. **Term of this Agreement:**
 - 2.1. This Agreement will be effective when all appropriate signatures have been obtained by Blue Earth County and the City of Eagle Lake whichever is later.
 - 2.2. This Agreement will remain in effect until the project is completed and all obligations have been satisfactorily fulfilled unless terminated earlier by mutual agreement of both parties.
 - 2.3. Survival of terms. All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 9. Liability; Worker Compensation Claims; 11. State Audits; 12. Government Data Practices; 13. Governing Law; Jurisdiction; Venue; and 15. Force Majeure.
 - 2.4. Plans, Specifications, & Special Provisions. Plans, specifications, and special provisions designated by the County as 'Eagle Lake Pedestrian Connectivity Project' (SP 007-090-006) when completed, will be on file in the office of the City and the Blue Earth County Engineer, and incorporated into this Agreement, by reference ("Project Plans"). Plans, Specifications, and Special Provisions will be developed to MnDOT State Aid, City and County standards and will be approved by the State, County and City prior to advertising.
 - 2.5. Jurisdiction. Upon final payment to the County by the City for costs eligible under this agreement, the County shall retain full jurisdictional responsibility for the constructed trail and sidewalk along CSAH 27, the City shall retain full jurisdictional responsibility for the sidewalk constructed along 211th Street. Jurisdictional responsibility shall include, but not be limited to all maintenance activities, future improvements, signing, striping, mowing, utilities, permits and other incidentals unless spelled out under separate agreements between the City and County.
 - 2.6. The City and County will participate in the local agency costs of the project development and design engineering costs in accordance with County Policy. The anticipated splits are as shown in the Exhibit A graphic. The final County/City construction cost share will be based on the Engineers Estimate. Right of way acquisition (if needed), design, contract administration, lighting (if needed), drainage and other project costs will be included in the cost splits.
 - 2.6.1. A Transportation Alternatives Grant has been secured as detailed in Exhibit A. Exhibit A also assumes successful application for additional MnDNR funding of project eligible costs. If the DNR grant application is unsuccessful the City and County will pay for their respective proportionate shares of the remaining project construction cost. This will be further detailed in the subsequent Cooperative Construction Agreement.

2.7. The County Capital Improvement Plan will include funding to cover its estimated share of project construction costs in 2027. Before a contract is awarded for the construction of said improvements, the County and City shall enter into a Cooperative Construction Agreement which shall provide that the County and City each shall pay its respective share of the cost of the improvements. The Cooperative Construction Agreement will be developed with detailed cost participation break outs based on the engineers estimated project quantities and costs. The Cooperative Construction Agreement will further define County and City responsibilities for bidding, contract award, construction contract inspection, supervision and administration responsibilities as well as accounting for any other potential grants or construction and funding timeframes.

3. Responsibilities of the City

The City will:

- 3.1. Perform all topographic, utility, and right of way surveying and staking.
- 3.2. Design Construction plans for the shared use trail, drainage, and street lighting in accordance with County, City and MnDOT standards.
- 3.3. Develop a certified Engineers Estimate for project costs split by agency and MnDOT funding category in accordance with section 2.6 of this agreement.
- 3.4. Develop special provisions as determined necessary by the County and City.
- 3.5. Acquire all necessary Right of Way.
- 3.6. Perform utility design coordination and relocation meetings.
- 3.7. Permitting for project permits including WCA/COE joint replacement plan & NPDES Construction Stormwater Permit, & MNDNR permits as necessary.
- 3.8. Provide all existing survey and topographic information.
- 3.9. Provide all current City owned utility mapping, design locates, and as built information.
- 3.10. Provide necessary mitigation and coordination for trail impacts to City owned flood basin land.
- 3.11. Coordinate public involvement including holding a public information meeting & individual notification of construction impacts to affected businesses. The general public will be notified through press releases.
- 3.12. Provide necessary easement or right of entry for sidewalk or trail construction on any City owned property.

4. Responsibilities of the County

The County will:

- 4.1. Provide all County construction details for consideration/inclusion.
- 4.2. Provide special provisions as determined necessary by the County.
- 4.3. Provide involvement in project design and development through regular project management team meetings.
- 4.4. Act as project sponsor.
- 4.5. Coordinate public involvement including holding a public information meeting & individual notification of construction impacts to affected businesses. The general public will be notified through press releases.
- 4.6. Assist with public involvement.
- 4.7. Provide written directive for relocation of utilities within County right of way as needed.
- 4.8. Provide necessary easement or right of entry for sidewalk or trail construction on any County owned property.

5. Contractual Obligations.

- 5.1. County and City concurrence must be obtained before the City authorizes change orders that significantly increase their cost. The County will concur with, or object to, authorization of additional work within a reasonable amount of time of notification by the City that additional work is deemed necessary. The City will not approve change orders that would increase the County's total cost participation without the written approval of the County Public Works Director.
- 5.2. The Preliminary Exhibit A estimates all anticipated City and County participation project development and design engineering cost shares covered under this Agreement.
- 5.3. At quarterly intervals the City will tabulate project costs and invoice the County for their proportionate share of the costs. If the final cost of the County participation exceeds the amount estimated within this agreement, the County will pay the difference to the City. Payment will be received within 30-days of the date on the invoice submitted to the County.
- 5.4. Overdue Payment. If any payment due to either Party under this Agreement is overdue (and is not subject to a

good faith dispute), then such paying Party shall pay interest thereon (before and after any judgment) at an annual rate (but with interest accruing on a daily basis) of four percent (4%). Such interest will run from the date upon which payment of such sum became due until payment thereof in full together with such interest.

5.5. Because of this mutual desire to proceed, each party fully intends to make a good faith effort to achieve the goals described above including working together to find mutually beneficial solutions when problems arise.

6. Authorized Representatives.

6.1. The County Authorized Representative will be:

Name: Ryan Thilges, P.E.
Title: County Engineer / Public Works Director
Location Name: Blue Earth County Public Works Department
Address: 35 Map Drive, P.O. Box 3083, Mankato, MN 56002-3083
Phone: 507-304-4025
Email: ryan.thilges@blueearthcountymn.gov

6.2 The City Authorized Representative will be:

Name: Jennifer Bromeland
Title: City Administrator
Location Name: City of Eagle Lake
Address: 705 Parkway Avenue, P.O. Box 159, Eagle Lake, MN 56024
Phone: 507-257-3220
Email: cityadmin@eaglelakemn.com

7. Government Data.

The parties acknowledge that this agreement, as well as any data created, collected, stored, or received under the terms of this agreement, are "Government Data" within the meaning of the Minnesota Government Data Practices Act (Minnesota Statutes chapter 13), and that they must comply with the provisions of the Act as it relates to such data.

8. Assignment; Amendments; Waiver; Contract Complete

8.1 Assignment. Neither party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

8.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

8.3 Waiver. If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.

8.4 Contract Complete. This Agreement contains all prior negotiations and agreements between the County and City. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

9. Liability; Worker Compensation Claims; Insurance

9.1 Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes Chapter 466 and other applicable law govern liability of the County and City. Notwithstanding the foregoing, the County will indemnify, hold harmless, and defend the City against any claims, causes of actions, damages, costs, (including reasonable attorney's fees), and expenses arising in connection with the project covered by this Agreement, regardless of whether such claims are asserted by the County contractor(s) or consultant(s) or by a third party because of an act or omission by the County or its contractor(s) or consultant(s).

9.2 Each party is responsible for its own employees for any claims arising under the Workers Compensation

Act.

10. Nondiscrimination

Provisions of Minnesota Statutes S 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

11. State Audits

Under Minnesota Statutes S 16C.05, subdivision 5, the County's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

12. Government Data Practices

The County and City, must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the County and City under this Agreement. The civil remedies of Minnesota Statutes 513.08 apply to the release of the data referred to in this clause by either the County or the City.

13. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Blue Earth County Minnesota.

14. Termination

14.1 By Mutual Agreement. This Agreement may be terminated by mutual agreement of the parties.

15. Force Majeure

Neither party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

The remainder of this page intentionally left blank.

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by resolutions or ordinances

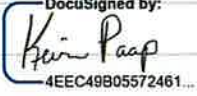
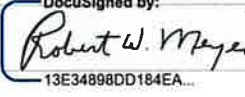
<u>BLUE EARTH COUNTY</u>		<u>CITY OF EAGLE LAKE</u>	
By:		By:	
Title:	Blue Earth County Board Chair	Title:	City Administrator
Date:	1/2/2024	Date:	
By:		By:	
Title:	Blue Earth County Administrator	Title:	Mayor
Date:	1/2/2024	Date:	

EXHIBIT A

Project Development and Design Cost Breakdown

Eagle Lake Pedestrian Connectivity Project (Trail & Sidewalk along CSAH 27 & sidewalk along 211th Street)

Description	Estimated Cost	Estimated County Share	Estimated City Share
Right of Way Acquisition & Legal	\$30,000	\$0	\$30,000
Survey	\$14,000	\$0	\$14,000
Engineering Project Management & Environmental Permitting	\$116,000	\$0	\$116,000
Subtotal A) Development & Design Cost	\$160,000	\$0	\$160,000
<u>Estimated Construction Cost Breakdown</u>			
Project Construction Costs			
A) CSAH 27 Trail – Participating	\$371,260	\$185,630	\$185,630
B) CSAH 27 Trail – Non-Participating	\$60,500	\$0	\$60,500
C) CSAH 27 Sidewalk – Participating	\$132,840	\$66,420	\$66,420
D) CSAH 27 Sidewalk – Non-Participating	\$27,500	\$0	\$27,500
E) 211 th St. Sidewalk – Non-Participating	\$90,880	\$0	\$90,880
Minus TA Grant Funds	(\$475,980)	(\$207,050)	(\$269,930)
Construction Engineering & Contract Administration	\$75,000	\$0	\$75,000
Subtotal B) Total Agency Construction Cost	\$282,000	\$45,000	\$237,000
Total Project Cost (A+B)	\$442,000	\$45,000	\$397,000
Minus DNR Grant Funds (Assumed)	(\$230,000)	(\$37,125)	(\$192,875)

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Total Project Cost (with DNR Funding Assumed)	\$212,000	\$7,875	\$204,125
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Certificate Of Completion

Envelope Id: 26354956CBB045CBA461B8B67E6D2080
Subject: Please DocuSign: Board Contract
Source Envelope:
Document Pages: 8
Certificate Pages: 5
AutoNav: Enabled
Envelopeld Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Sent

Envelope Originator:
Ryan Thilges
410 South 5th Street
Mankato, MN 56001
Ryan.Thilges@blueearthcountymn.gov
IP Address: 151.111.7.139

Record Tracking

Status: Original
12/26/2023 11:10:39 AM

Holder: Ryan Thilges
Ryan.Thilges@blueearthcountymn.gov

Location: DocuSign

Signer Events

Stephanie Jahnke
Stephanie.Jahnke@blueearthcountymn.gov
Administrative Assistant
Blue Earth County
Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Pre-selected Style
Using IP Address: 151.111.7.139

Timestamp

Sent: 12/26/2023 11:15:08 AM
Viewed: 1/2/2024 7:52:29 AM
Signed: 1/2/2024 7:52:35 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Kevin Paap
kevin.paap@blueearthcountymn.gov
Board Commissioner
Blue Earth County
Security Level: Email, Account Authentication (None)

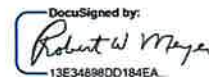


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Using IP Address: 216.114.206.94
Signed using mobile

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Viewed: 1/2/2024 7:52:52 AM
Signed: 1/2/2024 7:53:01 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Bob Meyer
Bob.Meyer@blueearthcountymn.gov
County Administrator
Blue Earth County
Security Level: Email, Account Authentication (None)



Signature Adoption: Uploaded Signature Image
Using IP Address: 151.111.7.139

Sent: 1/2/2024 7:52:36 AM
Viewed: 1/2/2024 8:57:07 AM
Signed: 1/2/2024 8:57:18 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Jennifer Bromeland
jbromeland@eaglelakemn.com
Security Level: Email, Account Authentication (None)

Sent: 1/2/2024 8:57:21 AM
Viewed: 1/2/2024 8:58:10 AM

Electronic Record and Signature Disclosure:
Accepted: 1/2/2024 8:58:10 AM
ID: 0170dded-fbfc-426b-8e2d-cd9f4e8d4d17

Mayor Lisa Norton
mayornorton@eaglelakemn.com
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Blue Earth County Finance ContractsLibrary@blueearthcountymn.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 1/2/2024 8:57:20 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	12/26/2023 11:15:08 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Blue Earth County (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Blue Earth County:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: brian.frederick@blueearthcountymn.gov

To advise Blue Earth County of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at brian.frederick@blueearthcountymn.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Blue Earth County

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to brian.frederick@blueearthcountymn.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Blue Earth County

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to brian.frederick@blueearthcountymn.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Blue Earth County as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Blue Earth County during the course of your relationship with Blue Earth County.

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January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Resolution Adopting ADA Transition Plan and Inventory for Public Rights-of-Way

Now that the Americans with Disabilities Act (ADA) transition plan update is complete, the Mankato/North Mankato Area Planning Organization (MAPO) is asking that each governing body adopt the plan update. Attached is a resolution adopting Part I and Part II of the MAPO ADA Transition Plan and Inventory for Public Rights-of-Way.

A motion is needed to approve the above-described resolution.


Jennifer J. Bromeland
City Administrator

Eagle Lake, MN 56024
P: (507) 257-3218



From: Talamantez, Christopher <ctalamantez@mankatomn.gov>
Sent: Thursday, December 14, 2023 2:06 PM
To: Westman, Molly <mwestman@mankatomn.gov>; Nelson, Jon <jonnelson@mankatomn.gov>;
matthewl@northmankato.com; ryan.thilges@blueearthcountymn.gov; Seth Greenwood
<Seth.Greenwood@co.nicollet.mn.us>; Jennifer Bromeland <jbromeland@eaglelakemn.com>; Stefan Gantert
<Stefan.Gantert@blueearthcountymn.gov>
Cc: Vogel, Paul <pvogel@mankatomn.gov>; Schloesser, Shawn <sschloesser@mankatomn.gov>
Subject: ADA transition plan

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

ADA transition plan update Project Management team.

Now that the ADA transition plan update is complete you can take the applicable sections to your governing bodies for adoption. If you need it, the full plan is available on [the MAPO website](#).

If you need help, I would be happy to assist you in the process or provide sample resolutions.

Please feel free to contact me if you have any questions.

Chris Talamantez
Transportation Planner
Mankato/North Mankato Area Planning Organization
10 Civic Center Plaza
PO Box 3368
Mankato, MN 56002-3368
Phone: 507-387-8389
Ctalamantez@mankatomn.gov

Resolution No. 2024-07

A Resolution Adopting Part 1 and Part II of the Mankato/North Mankato Area Planning Organization (MAPO) Americans with Disabilities Act (ADA) Transition Plan and Inventory for Public Rights-of-Way

WHEREAS, the Federal government enacted the Americans with Disabilities Act (ADA) of 1990 to prevent discrimination of individuals with disabilities relating to employment and access to public programs, services and facilities; and

WHEREAS, Title II of the ADA requires applicable public agencies who have responsibility or authority over streets, roads, or walkways to develop and adopt a Transition Plan which reports the findings of a Self-Evaluation process, identifies a Title II ADA Coordinator, describes a plan and schedule for the removal of accessibility barriers, and defines a grievance procedure for the public to submit grievances; and

WHEREAS, the Mankato/North Mankato Area Planning Organization (MAPO), under directive from the Federal Highway Administration (FHWA) and the Minnesota Department of Transportation (MnDOT), has initiated and partially funded the development of ADA Transition Plans for partner agencies included within its jurisdiction; and

WHEREAS, the City of Eagle is committed to constructing pedestrian facilities designed in accordance with ADA Design Standards and Procedures defined in the Public Rights-of-Way Accessibility Guidelines (PROWAG), and the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Rights-of-Way developed by the Access Board; and

WHEREAS, the City of Eagle Lake is committed to constructing pedestrian facilities designed in accordance with ADA Design Standards and Procedures defined by the Minnesota Department of Transportation (MnDOT); and

WHEREAS, the City of Eagle Lake performed a Self-Evaluation of current services, policies, and practices, and the effects thereof, to identify and document barriers to ADA accessibility and needed modifications; and

WHEREAS, the City of Eagle Lake completed Part II of the MAPO ADA Transition Plan and Inventory for Public Rights-of-Way which reports the findings of the Self-Evaluation process, identifies a Title II ADA Coordinator, describes a plan and schedule for the removal of accessibility barriers, and defines a grievance procedure for the public to submit grievances; and

WHEREAS, the City of Eagle Lake provided an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the Self-Evaluation process and development of the ADA Transition Plan by submitting comments;

NOW, THEREFORE, BE IT RESOLVED that the City of Eagle Lake hereby adopts Part 1 – MAPO Partner Agency Requirements and Project Purpose concurrently with Part II - City of Eagle Lake ADA Transition Plan and Inventory of the over-arching MAPO ADA Transition Plan and Inventory for Public Rights-of-Way document, a copy of which shall be filed with and maintained by City of Eagle Lake City Administrator.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City of Eagle Lake will pursue the removal of barriers identified in the Self-Evaluation during reconstructions and as part of the capital improvements approved by the governing body, provided said improvements are within the fiscal budgetary constraints of the jurisdiction.

PASSED, APPROVED, AND ADOPTED this 8th day of January 2024.

Lisa Norton
Mayor

Jennifer J. Bromeland
City Administrator

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January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Resolution Authorizing Application for Grant Navigation Support for the City

Attached is a resolution authorizing an application for grant navigation support for the City of Eagle Lake. The League of Minnesota Cities (LMC) has created a pilot Grants Navigation Program in which LMC will provide grants up to \$5,000 per city to use with industry partners to ease the process of identifying matching funds to city projects and aid in the grant application process.

City staff is seeking LMC Grant Navigator Funding to retain Bolton and Menk to assist with a 2024 Grant Application for the DNR Local Trail Connections Program. The DNR Local Trails Connections grant is a prime funding source that can fill the large gap left over from the Transportation Alternatives local match requirement.

A motion is necessary to adopt the attached resolution.

/s/ Jennifer J. Bromeland
City Administrator

RESOLUTION NO. 2024-08:

**A RESOLUTION AUTHORIZING APPLICATION FOR GRANT NAVIGATION
SUPPORT FOR THE CITY OF EAGLE LAKE**

WHEREAS, the League of Minnesota Cities (“LMC”) has created a pilot Grants Navigation Program (“Program”) in which LMC will provide grants up to \$5,000 per city to use with industry partners to ease the process of identifying matching funds to city projects and aid in the grant application projects.

WHEREAS, the Program is limited to providing services to help obtain grant funding for one project per city.

WHEREAS, the Program is limited to providing support in obtaining grant funding, and LMC does not provide funds to implement projects.

WHEREAS, the City of Eagle Lake (“City”) wishes to apply to the Program to for support in finding grant funding for Eagle Lake Pedestrian Connectivity Project (“Project”).

WHEREAS, the City recognizes that if approved, any funds received through the Program must be used in a manner consistent with the conditions above as well as all other conditions or limitations of the Program.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAGLE LAKE, MINNESOTA AS FOLLOWS:

1. The City names its City Administrator as its fiscal agent (“Fiscal Agent”) for the purposes of applying to the Program on behalf of the City.
2. The City authorizes the Fiscal Agent to act on its behalf when communicating with LMC in all matters related to the Program application for the Project.
3. If the City is awarded a grant under the Program, it agrees to use the funds to engage with industry partners who will aid in the grant matching and application process consistent with the terms and conditions of the Program.
4. If a state, federal, foundation, or nonprofit grant match is not found, or is applied to but not awarded, the City will seek feedback on why the project was not eligible and report back to the LMC with these findings consistent with the terms and conditions of the Program.
5. If a state, federal, foundation, or nonprofit grant is awarded, a project assessment will be submitted to LMC within six months of the application's approval and then periodically until after project completion consistent with the terms and conditions of the Program.

Passed by the City Council of Eagle Lake, Minnesota this 8th day of January, 2024.

Lisa Norton
Mayor

Attested:

Jennifer J. Bromeland
City Administrator



January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Conditional State Approval of Floodplain Ordinance and Required Next Steps

Attached is a letter of conditional approval of Eagle Lake's draft floodplain management ordinance. The ordinance is being amended to incorporate the updated Flood Insurance Rate Map panels and accompanying Flood Insurance Study for Blue Earth County, with an effective date of February 22, 2024, and maintain participation in the National Flood Insurance Program. Also attached is a letter from legal counsel advising on the matter.

The next step in the process is to schedule a public hearing for the February 5th City Council meeting. A copy of the draft ordinance will be available at the meeting for your review.

Discussion should ensue.

A motion is necessary to schedule a public hearing for the February 5th meeting to consider adoption of the draft floodplain management ordinance.

/s/ Jennifer J. Bromeland
City Administrator

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of Eagle Lake will hold a Public Hearing on February 5th at 6:00 p.m. in the Council Chambers at City Hall to consider revisions to the city's floodplain ordinance.

This floodplain ordinance would amend the city's floodplain regulations, which guides development in a manner that complies with state laws and the standards of the National Flood Insurance Program (NFIP) and will reference the effective Flood Insurance Rate Maps (FIRM) and Flood Insurance Study (FIS).

All persons desiring to be heard shall be given an opportunity at the above stated time and place. Persons who wish to submit written comments prior to the hearing may address them to the City Administrator at Eagle Lake City Hall, PO Box 159, 705 Parkway Avenue, Eagle Lake, MN 56024.

If you have any questions regarding the above public hearing, or need special accommodations to attend this hearing, please contact 507-257-3218

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of _____ will hold a Public Hearing on [date] at [time] at the [location], to consider revisions to the city's floodplain ordinance.

This floodplain ordinance would amend the city's floodplain regulations, which guides development in a manner that complies with state laws and the standards of the National Flood Insurance Program (NFIP), and will reference the effective Flood Insurance Rate Maps (FIRM) and Flood Insurance Study (FIS).

Any and all persons(s) desiring to be heard shall be given an opportunity at the above stated time and place. Persons who wish to submit written comments prior to the hearing may address them to [contact and location].

If you have any questions regarding the above public hearing, or need special accommodations in order to attend this hearing, please contact _____.

SUMMARY OF EAGLE LAKE FLOODPLAIN ORDINANCE

The Eagle Lake City Council adopted a newly revised floodplain ordinance at the _____ meeting. The ordinance was based off the Minnesota DNR model floodplain ordinance, to satisfy the state and federal standards detailed in Minnesota Statutes, Chapter 103F; Minnesota Rules, parts 6120.5000-6120.6200; the rules and regulations of the National Flood Insurance Program in 44 CFR 59 to 78. The ordinance provides the general regulations for development in floodplains, as well as procedures guiding administrative responsibilities.

A copy of the ordinance in its entirety is available for inspection at Eagle Lake City Hall, 705 Parkway Avenue, Eagle Lake, MN between the hours of 7:30 a.m. and 4:30 p.m., Monday-Friday.

(for summary publication)

City of Eagle Lake, Minnesota
Ordinance 2024-01: Floodplain Ordinance

SECTION 1.0 STATUTORY AUTHORIZATION AND PURPOSE	2
SECTION 2.0 DEFINITIONS	2
SECTION 3.0 JURISDICTION AND DISTRICTS	3
SECTION 4.0 PERMITTED ACTIVITIES AND STANDARDS IN THE FLOODPLAIN DISTRICT	4
SECTION 5.0 NONCONFORMITIES	5
SECTION 6.0 ADMINISTRATION	5
SECTION 7.0 PENALTIES AND ENFORCEMENT	7
SECTION 8.0 AMENDMENTS	7

SECTION 1.0 STATUTORY AUTHORIZATION AND PURPOSE

- 1.1 **Statutory Authorization.** This floodplain ordinance is adopted pursuant to the authorization and policies contained in Minnesota Statutes, Chapter 103F; Minnesota Rules, parts 6120.5000 – 6120.6200; the rules and regulations of the National Flood Insurance Program (NFIP) in 44 CFR § 59 to 80; and the planning and zoning enabling legislation in Minnesota Statutes, Chapter 462.
- 1.2 **Purpose**
- 1.21 This ordinance regulates development in the flood hazard areas of the City of Eagle Lake. These flood hazard areas are subject to periodic inundation, which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base. It is the purpose of this ordinance to promote public health, safety, and general welfare by minimizing these losses and disruptions.
- 1.22 This ordinance is adopted in the public interest to promote sound land use practices, and floodplains are a land resource to be developed in a manner which will result in minimum loss of life and threat to health, and reduction of private and public economic loss caused by flooding.
- 1.23 This ordinance is adopted to maintain eligibility in the National Flood Insurance Program.
- 1.24 This ordinance is also intended to preserve the natural characteristics and functions of watercourses and floodplains to moderate flood and stormwater impacts, improve water quality, reduce soil erosion, protect aquatic and riparian habitat, provide recreational opportunities, provide aesthetic benefits and enhance community and economic development.
- 1.3 **Abrogation and Greater Restrictions.** It is not intended by this ordinance to repeal, abrogate, or impair any existing easements, covenants, or private agreements. The standards in this ordinance take precedence over any less restrictive, conflicting local laws, ordinances, or codes. All other ordinances inconsistent with this ordinance are hereby repealed to the extent of the inconsistency only.
- 1.4 **Warning and Disclaimer of Liability.** This ordinance does not imply that areas outside the floodplain districts or land uses permitted within such districts will be free from flooding or flood damages. Not all flood risk is mapped. Larger floods do occur and the flood height may be increased by man-made or natural causes, such as ice jams or bridge openings restricted by debris. This ordinance does not create liability on the part of the City of Eagle Lake or its officers or employees for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.
- 1.5 **Severability.** If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this ordinance shall not be affected and shall remain in full force.

SECTION 2.0 DEFINITIONS

- 2.1 **Definitions.** Unless specifically defined, words or phrases used in this ordinance must be interpreted according to common usage and to give this ordinance its most reasonable application.
- 2.111 Base Flood. The flood having a one-percent chance of being equaled or exceeded in any given year. "Base flood" is synonymous with the term "regional flood" used in Minnesota Rules, part 6120.5000.
- 2.112 Base Flood Elevation (BFE). The elevation of the base flood, regional flood, or one-percent annual chance flood. The term "base flood elevation" is used in the flood insurance study.
- 2.113 Development. Any man-made change to improved or unimproved real estate including, but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of materials or equipment.
- 2.114 Farm Fence. An open type of fence of posts and horizontally run wire, further specified in Minnesota Statutes, section 344.02 Subd. 1(a - d).
- 2.115 Flood Fringe. The portion of the one-percent annual chance floodplain located outside of the floodway. This district also includes any additional area encompassed by the horizontal extension of the RFPE, as described in Section 3.13.

- 2.116 Flood Insurance Rate Map (FIRM). An official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).
- 2.117 Floodplain. The beds, channel and the areas adjoining a wetland, lake or watercourse, or other source which have been or hereafter may be inundated by the base flood.
- 2.118 Floodway. The bed of a wetland or lake and the channel of a watercourse and those portions of the adjoining floodplain which must be reserved to carry or store the base flood discharge without cumulatively increasing the water surface elevation more than one-half foot.
- 2.119 Manufactured Home. A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include the term "recreational vehicle."
- 2.120 Recreational Vehicle. A vehicle that is built on a single chassis, is 400 square feet or less when measured at the largest horizontal projection, is designed to be self-propelled or permanently towable by a light duty truck, and is designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. Those vehicles not meeting this definition shall be considered a structure for the purposes of this ordinance. For the purposes of this ordinance, the term recreational vehicle is synonymous with the term "travel trailer/travel vehicle."
- 2.121 Regulatory Flood Protection Elevation (RFPE). An elevation no lower than one foot above the elevation of the base flood plus any increases in water surface elevation caused by encroachments on the floodplain that result from designation of a floodway. These increases in water surface elevations are typically identified in the Floodway Data Tables, found in the Flood Insurance Study.
- 2.122 Structure. A roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. Recreational vehicles not considered travel ready, as detailed in Section 4.40, shall also be considered a nonconforming structure for the purposes of this ordinance.

SECTION 3.0 JURISDICTION AND DISTRICTS

- 3.1 **Lands to Which Ordinance Applies.** This ordinance applies to all lands under the jurisdiction of the City of Eagle Lake within the Floodplain, shown as Zone A on the Flood Insurance Rate Map panels referenced in Section 3.2.
- 3.11 The standards imposed in this overlay district are in addition to any other requirements. In case of a conflict, the more restrictive standards will apply.
- 3.12 Where a conflict exists between the floodplain limits illustrated on the official floodplain maps and actual field conditions (as illustrated in Figure 1), the Base Flood Elevation (BFE) shall be the governing factor in locating the outer boundaries of the one-percent annual chance floodplain.

Figure 1: The mapped floodplain may not always align with on-the-ground contour elevations



3.13 Persons contesting the location of the district boundaries will be given a reasonable opportunity to present their case to the city and to submit technical evidence.

3.2 **Incorporation of Maps by Reference.** The following maps together with all attached material are hereby adopted by reference and declared to be a part of the official zoning map and this ordinance. The attached material includes the Flood Insurance Study for Blue Earth County, Minnesota, and Incorporated Areas, and the Flood Insurance Rate map panels enumerated below, all dated February 22, 2024, and prepared by the Federal Emergency Management Agency.

27013C0116F
27013C0117F
27013C0119F
27013C0140F

These materials are on file at Eagle Lake City Hall.

3.3 **Annexations:** The Flood Insurance Rate Map panels referenced in Section 3.2 may include floodplain areas that lie outside of the corporate boundaries of the City of Eagle Lake at the time of adoption of this ordinance. If any of these floodplain land areas are annexed into the City of Eagle Lake after the date of adoption of this ordinance, the newly annexed floodplain lands will be subject to the provisions of this ordinance immediately upon the date of annexation. Annexations into panels not referenced in Section 3.2 require ordinance amendment in accordance with Section 8.0.

SECTION 4.0 PERMITTED ACTIVITIES AND STANDARDS IN THE FLOODPLAIN DISTRICT

4.1 **Permitted Activities.** A permit must be obtained from the Zoning Administrator to verify compliance with all applicable standards outlined in this ordinance prior to the following uses or activities:

4.11 Any addition, modification, rehabilitation, repair, or alteration to a nonconforming structure as specified in Section 5.0 of this ordinance. Normal maintenance and repair also require a permit if such work, separately or in conjunction with other planned work, constitutes a substantial improvement as defined in Section 2.0 of this ordinance.

4.12 Any use that requires fill, excavation, storage of materials, or placement of anything that may cause a potential obstruction, as well as any other form of development as defined in Section 2.0 of this ordinance.

4.2 **Activities Not Requiring a Permit.** Certain uses or activities may be exempt from obtaining a permit, such as planting a garden, farming, or other obviously insignificant activities such as putting up a mailbox or flagpole. Farm fences, as defined in Section 2.0 of this ordinance, are not considered to be an obstruction, and as such, do not require a permit. A local permit is not required if a public waters work permit has been obtained from the Department of Natural Resources unless a significant area above the ordinary high water level is also to be disturbed. The continuation of existing uses, when the associated activities do not encroach further on the regulatory floodplain or trigger associated standards in this ordinance, do not require a permit.

4.3 **Minimum Development Standards.**

4.31 **All development must:**

- A. Be designed (or modified) and adequately anchored to prevent flotation, collapse, or lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;
- B. Be constructed with materials and equipment resistant to flood damage;
- C. Be constructed by methods and practices that minimize flood damage;
- D. Be reasonably safe from flooding and consistent with the need to minimize flood damage;
- E. Be assured to provide adequate drainage to reduce exposure to flood hazards;
- F. Not be detrimental to uses in adjoining areas; and
- G. Not adversely affect the efficiency or restrict the flood carrying capacity of the channel and adjoining floodplain of any tributary watercourse or drainage system.

4.32 **Buildings and Structures.** No new structures, such as buildings or accessory structures may be permitted in the regulatory floodplain.

1329

- 4.33 **Subdivisions.** All new lots must be able to accommodate for a building site with a natural grade outside of the floodplain. All subdivisions must have vehicular access both to the subdivision and to the individual building sites no lower than two feet below the Regulatory Flood Protection Elevation (RFPE).
- 4.34 **Encroachment Analysis.** Development in the following areas requires hydrologic and hydraulic analysis performed by a professional engineer, or using other standard engineering practices (e.g. projects that restore the site to the previous cross-sectional area).
- A. In a floodway, development may not result in any of the following during the one-percent annual chance flood: cause a stage increase of 0.00 feet or greater, obstruct flood flows, or increase velocities.
 - B. In areas where a floodway has not been delineated, development may not allow stage increases more than one-half (0.5) foot at any point during the one-percent chance flood. This evaluation must include the cumulative effects of previous encroachments. A lesser water surface elevation increase than one-half (0.5) foot is required if, due to the water surface level increase, increased flood damages would potentially result.
- 4.35 **Fences** not meeting the definition of farm fences are not permitted.
- 4.36 **Transportation Facilities.** Railroad tracks, roads, and bridges must be elevated to the Regulatory Flood Protection Elevation (RFPE) where such facilities are essential to the orderly functioning of the area, or where failure or interruption would result in danger to public health or safety. Minor or auxiliary roads or railroads may be constructed at a lower elevation where failure or interruption of transportation services would not endanger the public health or safety. All public transportation facilities should be designed to minimize increases in flood elevations.
- 4.37 **Public Utilities.** All utilities such as gas, electrical, sewer, and water supply systems to be located in the floodplain must be elevated and/or floodproofed to the Regulatory Flood Protection Elevation (RFPE), be located and constructed to minimize or eliminate flood damage, and be designed to eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters. All public utilities should be designed to minimize increases in flood elevations. New solid waste management facilities, as defined in Minnesota Rules, part 7035.0300, are prohibited. Water supply systems are subject to the provisions in Minnesota Rules, part 4725.4350.
- 4.38 **Potential Pollutants.** Materials that, in time of flooding, are buoyant, flammable, explosive, or could be injurious to human, animal, or plant life, as well as those likely to cause pollution of the waters, such as sewage; sand; rock; wrecked and discarded equipment; dredged spoil; municipal, agricultural or industrial waste; and other wastes as further defined in Minnesota Statutes, Section 115.01, are prohibited.
- 4.39 **Land Alterations.** In areas within 25 feet of the ordinary high water level, land alterations shall be restricted to:
- A. the minimum required to accommodate beach and access areas, not to exceed a volume greater than 10 cubic yards; and
 - B. the minimum required to accommodate for public utilities, roads, railroad tracks, bridges, and shoreline stabilization projects to correct an identified erosion problem, as verified by a qualified resource agency or the zoning administrator.
- 4.40 **Recreational vehicles** must be travel ready, meeting the following criteria:
- A. The vehicle must be fully licensed.
 - B. The vehicle must be ready for highway use, meaning on wheels or the internal jacking system, attached to the site only by quick disconnect type utilities.
 - C. No permanent structural type additions may be attached to the vehicle.
- 4.41 **Private On-site Water Supply, Individual Sewage Treatment Systems, and other Service Facilities** shall be subject to applicable provisions detailed in Section 4.37. Replacement of on-site sewage treatment systems are to be constructed to avoid impairment to them or contamination from them during times of flooding, shall not be located in a designated floodway, and are subject to the provisions in Minnesota Rules, parts 7080.2270. No new private service facilities may be permitted in the regulatory floodplain.

SECTION 5.0 RESERVED FOR NONCONFORMITIES

SECTION 6.0 ADMINISTRATION

- 6.1 **Duties.** A Zoning Administrator or other official must administer and enforce this ordinance.
- 6.11 **Permit Application Requirements.** Permit applications must be submitted to the Zoning Administrator or his or her designee. The permit application must include the following, as applicable:
- A. A site plan showing all existing or proposed buildings, structures, service facilities, potential obstructions, and pertinent design features having an influence on the permit.
 - B. Location and detail of grading, fill, or storage of materials.
 - C. Copies of any required local, state or federal permits or approvals.
 - D. Other relevant information requested by the Zoning Administrator as necessary to properly evaluate the permit application.
- 6.12 **Recordkeeping.** The Zoning Administrator or his or her designee must maintain applicable records in perpetuity documenting:
- A. Encroachment analysis, as detailed in Section 4.34.
 - B. Final elevations, as applicable, detailing the elevation to which structures and improvements to structures are constructed or floodproofed. Elevations shall be determined by an engineer, architect, surveyor, or other qualified individual, as approved by the Zoning Administrator.
 - D. All variance actions, including justification for their issuance, and must report such variances as requested by the Federal Emergency Management Agency.
- 6.2 **Variances**
- 6.21 An application for a variance to the provisions of this ordinance will be processed and reviewed in accordance with Minnesota Statutes, section 462.357, Subd. 6(2) and this ordinance.
- 6.22 Variances must not be issued within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.
- 6.23 Variances from the provisions in this ordinance may only be issued by a community upon:
- A. A showing of good and sufficient cause,
 - B. A determination that failure to grant the variance would result in exceptional hardship to the applicant, and
 - C. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
- 6.24 Variances from the provisions in this ordinance may only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- 6.25 Variances must be consistent with the general purpose of these standards and the intent of applicable provisions in state and federal law.
- 6.26 Though variances may be used to modify permissible methods of flood protection, no variance shall permit a lesser degree of flood protection than the Regulatory Flood Protection Elevation (RFPE).
- 6.27 The Zoning Administrator or his or her designee must notify the applicant for a variance that:
- A. The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and
 - B. Such construction below the base or regional flood level increases risks to life and property. Such notification must be maintained with a record of all variance actions.
- 6.3 **Notifications for Watercourse Alterations:** Before authorizing any alteration or relocation of a river or stream, the Zoning Administrator or his or her designee must notify adjacent communities. If the applicant has applied for a permit to work in public waters pursuant to Minnesota Statute, Section 103G.245, this will suffice as adequate notice. A copy of the notification must also be submitted to FEMA.
- 6.4 **Notification to FEMA When Physical Changes Increase or Decrease Base Flood Elevations:** Where physical changes affecting flooding conditions may increase or decrease the water surface elevation of the base flood, the City of Eagle

Lake must notify FEMA of the changes in order to obtain a Letter of Map Revision (LOMR), by submitting a copy of the relevant technical or scientific data as soon as practicable, but no later than six months after the date such supporting information becomes available. Within areas where the floodway has not been delineated, a map revision is only required if development results in stage increases greater than 0.5 feet.

6.5 Notifications to the Department of Natural Resources.

- 6.51 All notices of public hearings to consider variances or conditional uses under this ordinance must be sent via electronic mail to the Department of Natural Resources respective area hydrologist at least ten (10) days before the hearings. Notices of hearings to consider subdivisions/plats must include copies of the subdivision/plat.
- 6.52 A copy of all decisions granting variances and conditional uses under this ordinance must be sent via electronic mail to the Department of Natural Resources respective area hydrologist within ten (10) days of final action.

SECTION 7.0 PENALTIES AND ENFORCEMENT

- 7.1 **Uses in Violation of the Ordinance.** Every structure, fill, deposit, or other use placed or maintained in the floodplain in violation of this ordinance shall be considered a public nuisance.
- 7.2 **Civil Remedies.** The creation of a public nuisance may be enjoined and the maintenance of a public nuisance under this ordinance may be abated by an action brought by the City of Eagle Lake or the Department of Natural Resources.
- 7.3 **Enforcement.** Violations of the provisions of this ordinance constitute a misdemeanor and is punishable as defined by law. The Zoning Administrator may utilize the full array of enforcement actions available to it including but not limited to prosecution and fines, injunctions, after-the-fact permits, orders for corrective measures or a request to the National Flood Insurance Program for denial of flood insurance. The City of Eagle Lake must act in good faith to enforce these official controls and to correct ordinance violations to the extent possible so as not to jeopardize its eligibility in the National Flood Insurance Program.

SECTION 8.0 AMENDMENTS

- 8.1 **Ordinance Amendments.** Any revisions to the floodplain maps by the Federal Emergency Management Agency or annexations of new map panels require an ordinance amendment to update the map references in Section 3.2 of this ordinance.
- 8.2 **Required Approval:** All amendments to this ordinance must be submitted to the Department of Natural Resources (DNR) for review and approval prior to adoption, for compliance with state and federal rules and requirements. The floodplain ordinance shall not be considered valid until approved.

EFFECTIVE DATE: This ordinance shall be in full force and effect from and after its passage and approval.

Adopted by the Eagle Lake City Council

This 5th day of February 2024

Attest: _____
Mayor
Lisa Norton

Attest: _____
Jennifer J. Bromeland
City Administrator

December 26, 2023

The Honorable Lisa Norton
Mayor, City of Eagle Lake
P.O. Box 159
Eagle Lake, MN 56024

Dear Mayor Norton,

RE: CONDITIONAL STATE APPROVAL OF FLOODPLAIN ORDINANCE & REQUIRED NEXT STEPS

On behalf of the Department of Natural Resources (DNR), I am writing to conditionally approve the City of Eagle Lake's draft floodplain management ordinance.

We received the most recent draft of the City's floodplain management ordinance via email on December 12, 2023, from City Administrator, Jennifer Bromeland. The ordinance is being amended to incorporate the updated Flood Insurance Rate Map panels and accompanying Flood Insurance Study for Blue Earth County, with an effective date of February 22, 2024, and maintain participation in the National Flood Insurance Program.

In accordance with Minnesota Statutes, Section 103F.121, we find that the City's draft floodplain management ordinance substantially complies with the state floodplain management rules (Minnesota Rules, parts 6120.5000 to 6120.6200) and, to the best of our knowledge, with the floodplain management standards of the Federal Emergency Management Agency, and hereby conditionally approve it.

We will provide final approval of the City's draft ordinance once the DNR has received a copy of the following, **no later than February 20, 2024:**

- ***the adopted ordinance (signed and stamped with the community seal),***
- ***the affidavit of publication, and***
- ***the completed "Ordinance Processing Checklist" (enclosed).***

Please forward these documents via email to the DNR Floodplain Program email at floodplain.dnr@state.mn.us, and copy the DNR's State NFIP Coordinator, Ceil Strauss at ceil.strauss@state.mn.us. Upon receipt and verification, we will send a final approval letter. Ms. Strauss will then transmit the ordinance and final approval letter to our contacts at FEMA's Chicago Regional Office. Be advised that any future amendments to this ordinance or change in the designation of flood prone areas require prior DNR approval. In addition, you are required to send copies of hearing notices and final decisions pertaining to floodplain variances, conditional uses, and ordinance amendments to this agency. Please email these notices to Ceil Strauss. Should you have any questions on this ordinance or related matters, please contact Ms. Strauss via email or at (651) 259-5713.

Though FEMA must receive a signed, certified, and effective ordinance no later than February 22, 2024, we request that you submit the materials noted above to the DNR **no later than February 20, 2024,** to

accommodate for processing. ***If FEMA has not received the documentation by the map effective date, FEMA will suspend the City from the National Flood Insurance Program.***

While our office in St. Paul will continue to be the main contact for the ordinance update, your DNR Area Hydrologist will continue to be your main contact for day-to-day assistance with administering your floodplain management ordinance and questions about other DNR water-related programs and permits. Your Area Hydrologist is Erynn Jenzen, who can be contacted at (507) 389-8809 or erynn.jenzen@state.mn.us.

The DNR greatly appreciates your community's cooperation and initiative in providing for the reduction of flood damages through the adoption and administration of this ordinance.

Sincerely,

Emily Javens Digitally signed by Emily Javens
Date: 2023.12.26 15:44:50 -06'00'

Emily Javens
Land Use Unit Supervisor

Enclosures: Ordinance Processing Checklist

ec: Jennifer Bromeland, City Administrator – City of Eagle Lake
Korey Woodley, DNR EWR Regional Manager
Todd Kolander, DNR EWR District Manager
Erynn Jenzen, DNR Area Hydrologist
Ceil Strauss, DNR State Floodplain Manager/NFIP Coordinator

ORDINANCE PROCESSING CHECKLIST

Please return the checklist and all required documents to the DNR Floodplain Program when completed. Transmittal by email of all documents in PDF format is preferred.

1. _____ Date(s) of published hearing notice(s).
2. 2/5/24 Date(s) of public hearing
3. 2/5/24 Date of ordinance adoption. Include a copy of the adopted ordinance in its entirety with signature of the chief elected official.
4. _____ Date of newspaper publication of adopted ordinance. Publication of an ordinance summary is consistent with statute. Include a copy of the affidavit of publication.
5. NA Date of official filing of adopted ordinance with County Recorder. If filing of an adopted ordinance with the county auditor is not a standard practice, please indicate "N/A." Ordinance is valid and enforceable whether recorded or not.

Name of Community

Prepared by

For Eagle Lake, no impacted structure with map updates. This is a required ordinance update/amendment.

Chapter 6, Section 6.500 Subd. 7

Subd. 7. Nonconformities.

- A. Continuance of Nonconformities. A use, structure, or occupancy of land which was lawful before the passage or amendment of this ordinance but which is not in conformity with the provisions of this ordinance may be continued subject to the following conditions. Historic structures, as defined in Subd.2.G.18.b of this ordinance, are subject to the provisions of Subd.7.A.1 – 7.A.4 of this ordinance.
1. A nonconforming use, structure, or occupancy must not be expanded, changed, enlarged, or altered in a way that increases its nonconformity. There shall be no expansion to the outside dimensions of any portion of a nonconforming structure located within the Floodplain District.
 2. The cost of all structural alterations or additions to any nonconforming structure over the life of the structure may not exceed 50 percent of the market value of the structure unless the conditions of this Section are satisfied. The cost of all structural alterations and additions must include all costs such as construction materials and a reasonable cost placed on all manpower or labor. If the cost of all previous and proposed alterations and additions exceeds 50 percent of the market value of the structure, then the structure must meet the standards of Subd.6.B of this ordinance.
 3. If any nonconforming use, or any use of a nonconforming structure, is discontinued for more than one year, any future use of the premises must conform to this ordinance. The Assessor must notify the Zoning Administrator in writing of instances of nonconformities that have been discontinued for a period of more than one year.
 4. If any nonconformity is substantially damaged, as defined in Subd. 2.G of this ordinance, it may not be reconstructed unless it is located in the flood fringe portion of the floodplain and it is reconstructed in accordance with the standards of Subd.6.B of this ordinance.
 5. Any substantial improvement, as defined in Subd.2.G of this ordinance, to a

nonconforming structure, then the existing nonconforming structure must be located in the flood fringe portion of the floodplain and meet the requirements of Subd. 7.A of this ordinance.

- B. Standards for Reconstruction of Nonconforming Structures. The following standards and procedures apply to nonconforming structures in the flood fringe portion of the floodplain, as allowed under Subd. 6.A.
1. All structures, including manufactured homes, must be elevated on fill so that the lowest floor including basement floor is at or above the regulatory flood protection elevation. The finished fill elevation for structures shall be no lower than one foot below the regulatory flood protection elevation and the fill shall extend at such elevation at least 15 feet beyond the outside limits of the structure.
 2. Fill must be properly compacted and the slopes must be properly protected by the use of riprap, vegetative cover or other acceptable method.
 3. Floodplain developments must not adversely affect the hydraulic capacity of the channel and adjoining floodplain of any tributary watercourse or drainage system
 4. All manufactured homes must be securely anchored to an adequately anchored foundation system that resists flotation, collapse and lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state or local anchoring requirements for resisting wind forces.
 5. On-site Sewage Treatment and Water Supply Systems: Where public utilities are not provided: 1) On-site water supply systems must be designed to minimize or eliminate infiltration of flood waters into the systems; and 2) New or replacement on-site sewage treatment systems must be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters and they shall not be subject to impairment or contamination during times of flooding. Any sewage treatment system designed in accordance with the State's current statewide standards for on-site sewage treatment systems shall be determined to be in compliance with this Section.
 6. Certification. The applicant is required to submit certification by a registered professional engineer, registered architect, or registered land surveyor that the finished fill and building elevations were accomplished in compliance with the provisions of this ordinance. Flood proofing measures must be certified by a registered professional engineer or registered architect.
 7. Record of First Floor Elevation. The Zoning Administrator must maintain a record of the elevation of the lowest floor (including basement) of all new structures and alterations to existing structures in the floodplain. The Zoning Administrator must also maintain a record of the elevation to which structures and alterations or additions to structures are flood proofed.

December 26, 2023

The Honorable Lisa Norton
Mayor, City of Eagle Lake
P.O. Box 159
Eagle Lake, MN 56024

Dear Mayor Norton,

RE: CONDITIONAL STATE APPROVAL OF FLOODPLAIN ORDINANCE & REQUIRED NEXT STEPS

On behalf of the Department of Natural Resources (DNR), I am writing to conditionally approve the City of Eagle Lake's draft floodplain management ordinance.

We received the most recent draft of the City's floodplain management ordinance via email on December 12, 2023, from City Administrator, Jennifer Bromeland. The ordinance is being amended to incorporate the updated Flood Insurance Rate Map panels and accompanying Flood Insurance Study for Blue Earth County, with an effective date of February 22, 2024, and maintain participation in the National Flood Insurance Program.

In accordance with Minnesota Statutes, Section 103F.121, we find that the City's draft floodplain management ordinance substantially complies with the state floodplain management rules (Minnesota Rules, parts 6120.5000 to 6120.6200) and, to the best of our knowledge, with the floodplain management standards of the Federal Emergency Management Agency, and hereby conditionally approve it.

We will provide final approval of the City's draft ordinance once the DNR has received a copy of the following, **no later than February 20, 2024:**

- ***the adopted ordinance (signed and stamped with the community seal),***
- ***the affidavit of publication, and***
- ***the completed "Ordinance Processing Checklist" (enclosed).***

Please forward these documents via email to the DNR Floodplain Program email at floodplain.dnr@state.mn.us, and copy the DNR's State NFIP Coordinator, Ceil Strauss at ceil.strauss@state.mn.us. Upon receipt and verification, we will send a final approval letter. Ms. Strauss will then transmit the ordinance and final approval letter to our contacts at FEMA's Chicago Regional Office. Be advised that any future amendments to this ordinance or change in the designation of flood prone areas require prior DNR approval. In addition, you are required to send copies of hearing notices and final decisions pertaining to floodplain variances, conditional uses, and ordinance amendments to this agency. Please email these notices to Ceil Strauss. Should you have any questions on this ordinance or related matters, please contact Ms. Strauss via email or at (651) 259-5713.

Though FEMA must receive a signed, certified, and effective ordinance no later than February 22, 2024, we request that you submit the materials noted above to the DNR **no later than February 20, 2024,** to

accommodate for processing. ***If FEMA has not received the documentation by the map effective date, FEMA will suspend the City from the National Flood Insurance Program.***

While our office in St. Paul will continue to be the main contact for the ordinance update, your DNR Area Hydrologist will continue to be your main contact for day-to-day assistance with administering your floodplain management ordinance and questions about other DNR water-related programs and permits. Your Area Hydrologist is Erynn Jenzen, who can be contacted at (507) 389-8809 or erynn.jenzen@state.mn.us.

The DNR greatly appreciates your community's cooperation and initiative in providing for the reduction of flood damages through the adoption and administration of this ordinance.

Sincerely,

Emily Javens Digitally signed by Emily Javens
Date: 2023.12.26 15:44:50 -06'00'

Emily Javens
Land Use Unit Supervisor

Enclosures: Ordinance Processing Checklist

ec: Jennifer Bromeland, City Administrator – City of Eagle Lake
Korey Woodley, DNR EWR Regional Manager
Todd Kolander, DNR EWR District Manager
Erynn Jenzen, DNR Area Hydrologist
Ceil Strauss, DNR State Floodplain Manager/NFIP Coordinator

December 28, 2023

Jennifer Bromeland
City Administrator
City of Eagle Lake
705 Parkway Avenue
Post Office Box 159
Eagle Lake MN 56024

Re: Floodplain Ordinance

Dear Administrator, Bromeland:

I have reviewed the letter of the Minnesota Department of Natural Resources and the proposed ordinance in this matter. It may make sense that we include this as separate code section and not part of the zoning code.

I would suggest Section 5.0 be amended and that rather than indicating that it is being reserved that we inset the language from Eagle Lake City Code Section 6.500 sub 7, which is the current language that we have addressing this issue.

Let me know if you have any questions, comments, or concerns.

Sincerely,

KENNEDY & KENNEDY

Christopher M. Kennedy
CMK/cmK



January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Proposal for State Lobbying Services for WTP Project

Attached is a proposal for State Lobbying Services for the proposed Water Treatment Plant Project for which the City is seeking state capital investment funding. The Jacobson Law Group proposes to help the City secure 50% of the projected project cost in capital investment funding for a new water treatment facility, work with relevant legislative staff and counsel to draft legislation, if necessary, help facilitate and schedule meetings with lawmakers and other stakeholders, monitor the legislature on issues related to the City, attend hearings and report back to the City, and provide regular updates and recommendations for action.

A Capital Budget Request was submitted in June 2023 totaling \$7,077,000 (50% of the estimated \$14,153,000 total project cost) for the construction of a new water treatment facility. During the 2023 legislative session, a bill was introduced relating to appropriating money for Eagle Lake's water project but no funding was ultimately appropriated.

A request for placement on the Drinking Water Revolving Loan Fund (DWRLF) 2024 Intended Use Plan for water treatment improvements was submitted to the Minnesota Department of Health (MDH) DWRLF Program and Minnesota Public Facilities Authority in June 2023. Eagle Lake's Water Treatment Project is currently ranked 125th on the MDH 2024 PPL and assigned 2024 PPL points.

Jacobson Law Group proposes a flat-fee retainer of \$15,000 for state and local government lobbying.

City staff submitted a request for proposal to the Coalition of Greater MN Cities for lobbying services but has not yet received a response.

Discussion should ensue.

If there is interest in retaining the Jacobsen Law Group for state and local government lobbying, then a motion to that effect is needed. The cost for a lobbyist would be paid for using funds allocated in professional services for this purpose.

/s/ Jennifer J. Bromeland
City Administrator



**PROPOSAL OF THE JACOBSON LAW GROUP
FOR STATE LOBBYING SERVICES**

The Jacobson Law Group submits the following proposal to the City of Eagle Lake (the City or Client) for legislative lobbying and intergovernmental relations services with the Minnesota State Legislature, Governor's Office, departments, and agencies, specifically assisting the City to secure \$7,077,000 million in capital investment funding for a new water treatment facility to provide clean drinking water and address unhealthy levels of manganese in the City's current system. The following details our team's qualifications, proposal summary, scope of work, and proposed fee/retainer.

Our proposal describes our expertise as outlined:

- A. Unique Qualifications
- B. Scope of Work
- C. Client Success
- D. Strategic Approach
- E. Proposed fee/retainer

UNIQUE QUALIFICATIONS

The Jacobson Law Group is a preeminent, bipartisan lobbyist team providing a broad array of advocacy on behalf of our clients seeking to create, implement, or change public policy. We work strategically and tirelessly on behalf of our clients, resulting in high client success and satisfaction. Our clients – past or present – will attest to our skill, dedication, integrity, and balance. Our bedrock philosophy is that regardless of the political makeup of the Legislature or administration our clients win.

We understand that a lobbyist's stock-in-trade is information and credibility. The breadth and depth of our experience, as well as our relationships, gives us insight into the workings of legislative process and administrative decision making. We work at the local, state, and federal levels – enabling us to influence outcomes and resolve problems quickly for our clients. Our team prides itself on understanding the landscape of the Legislature, knowing what will happen when a vote takes place, and understanding what Legislative leadership plans are.

Our lobbyists maintain expertise in the following areas:

Bonding
Campaign Finance
Economic Development
Education
Energy Policy
American Indian Issues/Gaming

Health and Human Services
Housing
Natural Resources
State Government and Agency Operations
Taxes
Technology

OUR TEAM



R. REID LEBEAU II

R. Reid LeBeau II is an attorney and lobbyist who has represented tribes in Minnesota and South Dakota. Reid is an enrolled member of the Cheyenne River Sioux Tribe and grew up in Pierre, South Dakota. In 2002, he graduated from the University of Minnesota-Morris and is a 2005 *cum laude* graduate of the University of Minnesota Law School. Reid is the 2001 Truman Scholar from the State of South Dakota.

As a lobbyist, Reid has 20 years of experience working before State Legislatures and Congress on behalf of many clients. Among his work he has represented tribes throughout the country in all areas of governmental concerns. Each year, he has successfully passed a variety of state and federal policies. Reid has also lobbied on a variety of client issues ranging from federal Tribal land transfers to complex state tax matters. His lobbying talents are enhanced by his previous experience working at numerous levels of government. Reid's broad experience has taken him from the Department of Health and Human Services in Washington, D.C., to various offices in South Dakota state government.



NICHOLE RAMALINGAM

Nichole joined the Jacobson Law Group in 2012. Previously, Nichole spent three years with another well-known local lobbying firm, tracking and monitoring issues at the state and federal level for several high-profile clients. As a former Senate Leadership staffer, Nichole is intimately familiar with the process and procedure of the Senate and the Legislature as a whole. Her knowledge of the process and depth of relationships with DFL members in the House, Senate, and the Governor's office has enhanced the ability of the team to pass legislation effectively and efficiently.

Nichole is a well-respected, tireless advocate for our clients' issues. Undeterred by contentious, hard-to-pass issues, her determination has resulted in consistent success on behalf of our clients. Nichole has developed and fostered deep ties into leadership and the back benches of the House and Senate DFL Caucuses. She is regularly called upon for legislative strategic advice and parleys her relationship for the benefit and success of our clients.



ROB ECKLUND

Rob is a lifelong resident of Northern Minnesota, making his permanent home in International Falls. He has been married to his wife Joan for 38 years and they have three sons who all live in the state. Rob worked for 29 years in the Boise/PCA papermill and was active in union activities for most of his career. These activities led to many trips to Washington D.C. and to St Paul advocating for workers and workplace issues.

In 2010, Rob started his public service career as a Koochiching County Commissioner, and in 2015, he was elected to the Minnesota House of Representatives where he served 4 terms. Most recently, Rob acted as Chair of the Labor, Industry, Veterans and Military Affairs Finance and Policy Committee. Rob enjoys hunting, fishing, golfing, and spending time in the outdoors with family and friends.



NICK ZERWAS

Nick joined the Jacobson Law Group in 2019 after serving 7 years in the Minnesota House of Representatives. As a member, Nick chaired the House Health and Human Services Sub-committee on licensure, a highly contentious and highly technical sub-committee. He also served on the Housing Finance and Policy Committee in 2013 and 2014. Prior to serving in the Legislature, he served 6 years on the Elk River City Council. His time at the local level, as well as his 7 years in the House of Representatives, gives Nick a unique, well-rounded, and broad perspective on all aspects of government.

In his time at the legislature, Nick grew to be one of the foremost experts in the area of Health and Human Services, Public Safety, and Corrections. His commitment, knowledge, tenacity, ability to negotiate with respect, and personal relationships earned him high praise from his fellow legislators. That approach gave him unmatched success passing legislation in a bi-partisan manner, either as a member of the majority or the minority. Nick was routinely identified as one of the most productive members of the House of Representatives passing dozens of bills each session.



SUSAN ALLEN

Susan L. Allen joined the firm in 2013 and became a shareholder in 2019, bringing substantial experience representing tribal governments, gaming enterprises and tribal business entities on a full range of matters, including tribal and corporate governance, business transactions, finance and tax issues. Susan is an enrolled member of the Rosebud Sioux Tribe.

Susan has a comprehensive background in transactional work. Over the years, she has handled numerous business and corporation matters for tribes, including structuring and negotiation of mergers, acquisitions, dispositions, management transactions, construction agreements, business formation, economic development, tax planning, and many other business matters. In the area of taxation, Susan regularly advises tribes on the scope of state taxing authority and tribal tax immunity. She also represents and trains tribal tax commissions regarding the development and administration of tax codes and has significant knowledge regarding negotiation of tribal-state tax agreements. In addition, Susan has a Masters in tax law and is very familiar with federal tax laws applicable to tribal activities, including executive compensation, employment taxes and tax exemptions.

In addition to practicing law, Susan served in the Minnesota House of Representatives (2012-2018). She was the first American Indian woman to be elected to the Minnesota Legislature. Susan is also an active member of various professional and community organizations, including the Indigenous Peoples Task Force, ICWA Law Center and the Minnesota American Indian Bar Association. In addition, Susan speaks regularly at lawyer's seminars on tax issues.

FOUR CORNER APPROACH

One of the greatest strengths of the Jacobson Law Group Government Relations Team is our relationships with all four legislative caucuses, the Governor, and state agencies. When you hire our team you have direct access into the legislative leadership corners, back bench members, and agency and administration staff. Reid, as counsel for both the Senate and House Republican caucus, is often called on for advice by the respective leaders whether in the majority or the minority. As a former House member, Susan has existing relationships with former colleagues in both parties as well as having a complete understanding of the legislative process and how to accomplish goals in the legislature. Nichole, in her work on energy policy, has incredible contacts with both Speaker Hortman and Minority Leader Demuth as well as the Governor's office. In his time as a Minnesota House member, Rob developed relationships with congressional colleagues in both parties as well as making contacts in governmental agencies and the governor's office. Nick brings an unmatched ability to reach out to legislators from both sides of the aisle from his time in the House and the bipartisan work he did in both the majority and the minority.

SCOPE OF WORK

At the Jacobson Law Group, we tailor our scope of work to fit the client's needs and goals. From monitoring legislation to complex negotiations, we are able to address a full range of needs for our clients.

We propose to engage in the following work on behalf of the City of Eagle Lake:

- Help the City to secure \$7,077,000 million (or 50% of the projected \$14,153,000 needed) in capital investment funding for a new water treatment facility;
- Work with relevant legislative staff and counsel to draft legislation, if necessary;
- Help facilitate and schedule meetings with necessary lawmakers and other stakeholders to ensure passage of Client legislative goals;
- Monitor the legislature on issues relating to the Client;
- Attend relevant hearings and report out to the Client; and
- Regularly update analysis on policymakers' attitudes toward issues impacting the Client, as well as the global political atmosphere at the Capitol, and provide recommendations for targeted action.

SUCCESS ON BEHALF OF OUR CLIENTS

The following is a brief list of specific legislative success we have recently achieved:

- Even with no significant budget, tax, or bonding bill passed in the 2022 Legislative Session, we were still able to get legislation signed into law:
 - \$824 million for reinsurance to reduce health care cost increases;
 - Updated reimbursement rates for durable medical equipment providers; and
 - MN Manufactured and Modular Home Association legislation.
- After the Covid-19 outbreak and within 72 hours of the first Minnesota special session, we secured \$1 million direct grants to each Minnesota Indian tribe totaling \$11 million.
- Secured multiple Executive Orders during the peace-time emergency that helped our tribal and healthcare clients.
- Obtained Covid-19 Federal Cares Act funding disbursed to counties, cities, and townships to assist a disability day-service center during the pandemic.
- Historic success for the Minnesota Consortium for Citizens with Disabilities,
 - Guided the first major reform to Guardianship and Conservatorship in 20 years during the Covid-19 session of 2020;
 - Got autism training for first responders included in the public safety reform package in the third special session of 2020 after three previous attempts; and
 - Passed 11 of their 18 legislative priorities in 2019.
- Created a new funding source in the education budget by passing legislation appropriating \$4 million in school transportation funding to assist districts experiencing transportation deficits.
- Succeeded in obtaining a historic increase of \$16 million in a new per-pupil Indian education formula.
- While in our capacity of representing the American Cancer Society Cancer Action Network, we have:
 - Passed an historic tobacco tax increase;
 - Banned tanning bed use for minors;
 - Increased the quality and quantity of physical education standards in the State of Minnesota;

- Protected funding for cancer screening programs;
- Created a Palliative Care Advisory Committee; and
- Protected patient access to health care.
- Repeatedly secured full funding for multiple bonding projects over the past several years.
- Successfully engineered and executed the strategy to push 5G wireless legislation, after the bill had been defeated repeatedly earlier in session.
- Succeeded in obtaining \$35 million dollars and a four-year extension for a state-wide solar program initially slated for full repeal.

STRATEGIC APPROACH

At the Jacobson Law Group our strategic approach centers on honesty, integrity, and relationships. Your reputation is your currency at the Capitol. It is important to be viewed by legislators, staff, and your peers as pragmatic, honest, and competitive. We pride ourselves on our professionalism and the relationships our team has at the State Capitol.

We create a strategy individualized to the needs of each of our clients. It includes: having a pre-session priority list of issues, daily monitoring of legislation and each committee hearing scheduled, regular reporting to our clients on issues relating to them as well as the global political atmosphere, scheduling meetings with key legislators and executive branch staff, introducing legislation requested by our clients, working with legislative staff to have bills scheduled, and monitoring floor sessions – including working to have bills heard, passed, and signed into law.

We live by a 24-7 schedule during the regular legislative session as well as subsequent special sessions. We are always available at any time and understand the fluid nature and long hours, particularly at the end of the regular session, when it is critical to be monitoring legislation. Our system, as well as our relationships, has a proven track record of success for our clients.

PROPOSED FEE

We propose a flat-fee retainer of \$15,000 for state and local government lobbying. If federal lobbying is requested that retainer can be discussed at that time. This retainer will cover all costs associated with the proposed scope of services and engages the entire Jacobson Law Group Government Relations team. We always try to work within the financial ability of a potential client. If a different fee/retainer is desired, that can certainly be discussed.

For the purposes of this RFP, Reid LeBeau II, as managing partner of the Government Relations team, would be the lead contact for the City as well as the chief registered lobbyist for the firm. Susan Allen, Rob Ecklund, Nichole Ramalingam and Nick Zerwas will also be active members of this team.

CONCLUSION

We thank you for the opportunity to discuss our firm's services. We are happy to answer any additional questions you may have. We feel that our firm is able to provide specific services and expertise you cannot find elsewhere. Our experience relating to the numerous issues impacting funding for municipal projects, along with our relationships with key decision-makers in St. Paul, will allow us to assist the City of Eagle Lake in the most successful manner.

Respectfully submitted,



R. Reid LeBeau II

REFERENCES

Jason Adkins - Executive Director and General Counsel for the MN Catholic Conference
651-227-8777
jadkins@mncatholic.org

Mark Brunner – Executive Director, Manufactured and Modular Home Association of MN
612-991-0850
mark@mfgmodhome.org

Steve Massey – Superintendent, Forest Lake Area Schools
651-982-8103
smassey@flaschools.org

Below is a list of all current clients represented by the Jacobson Law Group. At this time, we see no identifiable conflicts of interest.

Association	Registered
AbleLight Cornerstone Village	2/2/2022
AHIP (Americas Health Ins Plans)	7/7/2021
Bois Forte Indian Reservation	1/24/2012
Cigar Assn of America, Inc.	5/9/2022
City of Willmar Municipal Utilities Commission	12/16/2021
Clean Energy Economy Minnesota	5/26/2021
CVS Health	2/24/2020
Fond du Lac Reservation	12/2/2010
Forest Lake Area Schools	12/27/2018
Grand Portage Indian Reservation	3/18/2014
Ideal Energies	5/1/2017
Independent School District 31	1/8/2020
LeafLine Labs LLC	2/24/2020
Manufactured & Modular Home Assn of MN	12/2/2010
Midwest Assn for Medical Equipment Services	11/13/2020
MN Acupuncture Association	5/4/2021
MN Assn for Watershed Responsibility	4/9/2019
MN Chippewa Tribe	5/25/2012
MN Consortium for Citizens with Disabilities	3/6/2019
MN Police & Peace Officers Assn	6/6/2017
MN Section Professional Golfers Assn	1/15/2013
Our Children	12/16/2021
Renewable Energy Group, Inc.	10/26/2017
Sanford Health	10/7/2019
Silt Sock Limited Liability Company	10/4/2019
Verizon Wireless	1/23/2017



January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Retainer Agreement for Collection Agency

Attached is a retainer agreement from Professional Credit Analysts (PCA) of Minnesota to collect past due miscellaneous accounts receivables, such as accident and fire calls. City staff currently sends out past due notices each quarter. Currently, there are approximately \$5,000 in unpaid accident and fire calls.

As per the attached agreement from PCA, there is a one-time set up fee of \$50.00. PCA will collect a 40% contingency fee on all monies paid to PCA or to the City after referral by PCA.

Discussion should ensue.

City staff will utilize the free contract review service by the League of Minnesota Cities for the PCA of MN retainer agreement.

A motion is needed to authorize the Mayor and City Administrator to sign the above described retainer agreement with PCA of MN, pending review by an attorney.

/s/ Jennifer J. Bromeland
City Administrator

Professional Credit Analysts of Minnesota
P.O. Box 99 24 North Front Street
New Ulm, MN 56073-0099
507-233-7300 866-891-5516

RATE SCHEDULE

SETUP FEE:

PCA CHARGES A ONE TIME \$50.00 SET UP FEE

CANCELED ACCOUNTS:

- 1. CLIENT MAY WITHDRAW ANY UNPAID ACCOUNT FROM THE COLLECTION PROCESS UPON 30 DAY WRITTEN NOTICE**
- 2. CLIENT WILL BE CHARGED A 10% CANCELLATION FEE PLUS ANY COSTS/FEES EXPENDED BY PCA ON CLIENT'S BEHALF**

COLLECTION STAGE:

A CONTINGENCY FEE IS CHARGED CLIENT ON ALL MONIES PAID TO PCA OR CLIENT AFTER REFERRAL

\$0 - \$2999.99 - 40%

\$3000 - over - 25%

- 1. COLLECTION LETTERS**
- 2. TELEPHONE COLLECTORS**
- 3. CREDIT BUREAU REPORTING (EQUIFAX, TRANSUNION, EXPERIAN)**
- 4. SKIPTRACING**

LEGAL STAGE:

A 50 % CONTINGENCY FEE IS CHARGED CLIENT ON ALL LEGAL ACCOUNTS

- 1. PCA WILL PURSUE LEGAL ACTION WHEN NECESSARY**
- 2. PCA WILL APPEAR IN COURT FOR CLIENT**
- 3. PCA WILL FRONT ALL COURT COSTS & ATTORNEY FEES FOR CLIENT**

FORWARD STAGE:

A 50% CONTINGENCY FEE IS CHARGED CLIENT ON ALL FORWARDED ACCOUNTS

- 1. PCA HAS AFFILIATE OFFICES IN ALL 50 STATES AND MOST FOREIGN COUNTRIES**
- 2. ACCOUNTS OVER \$500.00 NOT PAID TO PCA DIRECTLY WILL BE FORWARDED TO OUR AFFILIATES**

REPORTS:

- 1. PCA OFFERS CLIENT FREE WEB ACCESS 24/7 VIA PCA'S CLIENT WEB LINK**
- 2. PCA OFFERS CLIENT COMPUTERIZED STATUS REPORTS VIA FAX/EMAIL UPON REQUEST**

RETAINER AGREEMENT

1. Client agrees to all terms as outlined on the preceding page.
2. Client warrants and certifies that the amounts claimed due on all accounts/checks referred for collection are proper, actually due and owing, and for goods and / or services provided by the client; that interest due has been incurred and calculated in the manner required by law; and that there are no known defenses of the maker of the account to the amount claimed due.
3. PCA will deposit all monies recovered into a Trust Account, therein to be remitted to the client the following month. Client authorizes PCA to offset any monies collected towards any unpaid fees due PCA. Remitted funds are subject to return and reimbursement to PCA if the funds, at any time in the future, are deemed to be invalid, or not allowed by law, including insufficient funds checks or stop payment checks or bankruptcy filings.
4. Client does hereby authorize PCA to endorse on its behalf and as its agent, all checks, drafts, or money orders received.
5. PCA is authorized to use any legal means to collect claims which have been placed by the client, and client authorizes PCA to take legal action on all claims when deemed necessary, including employment of legal counsel. Further, client authorizes PCA to request, in the client's name, the information specified in Minnesota Statutes Section 609.535 subd. 7, and such other information client may be allowed to obtain as allowed by law.
6. PCA is instructed to add interest to the claims, as allowed by law, and to collect all interest and all other money client is entitled to. This includes all civil penalties and other statutory costs and also court costs incurred in any collection litigation.
7. Client may request that accounts be returned at any time. However, client authorizes PCA to retain accounts until client has paid all fees to which PCA is entitled and any costs or expenses PCA has expended on client's behalf.
8. Each party agrees to indemnify and hold harmless, the other party, and the other party's officers, agents, and employees from any and all claims or causes of action arising out of or related to the performance of this agreement by the party or the party's officer, agent, employee or representative.
9. Client authorizes PCA to refer the collection to a third party at the discretion of PCA.
10. Client assigns to PCA full power and authority to do and perform all acts necessary for the collection, settlement, adjustment, compromise and satisfaction on all accounts.
11. This agreement may be terminated by either party by giving the other party thirty (30) days written notice.

_____	PROFESSIONAL CREDIT ANALYSTS OF MN
(Client/Business Name)	
By _____	By _____
(Business Representative Signature)	(PCA Representative Signature)
_____	_____ Tami Leuthold _____
(Print Name)	
Its _____	Its <u>Marketing Representative</u> _____
(Position)	
Date _____	Date _____



INTERNATIONAL
The Association of Credit
and Collection Professionals

Member

Professional Credit Analysts of Minnesota



24 N. Front St ♦ PO Box 99 ♦ New Ulm, MN 56073
Phone 507-233-7300, 866-891-5516, Fax 507-359-1740
Email: pcaofmn@pcaofmn.com
Website: www.pcaofmn.com

LISTING SHEET

Credit# _____ Creditor Name: _____

Address _____ City/State/Zip _____

Authorized by _____ Date _____

.....
Debtor's Full Name: _____

Account # _____ SSN# _____ DOB _____

Spouse's Full Name: _____

SSN# _____ DOB _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Debtor Cell: _____ Spouse Cell: _____

Debtor's Employer: _____ Phone: _____

Spouse's Employer: _____ Phone: _____

Patient Name: _____

Is Mail Returned? YES / NO

Is Account(s) Disputed? YES / NO

Last Date of Service/Purchase: _____ Last Payment Date: _____

Principal Listed for Collections: \$ _____ Total of Payments/Adjustments/Insurance/Etc.: \$ _____

Total Interest/FC \$ _____ Total Fees: \$ _____ Total Listed for Collections: \$ _____

*An itemized statement will be needed for each date of service included with this listing sheet.

Last Date of Service: last date of service/purchase. **Principal Listed for Collections:** Total balance of all purchases or services provided by the last date of service. (Principal only-NO interest or fees)

Total Payment/Adjustment/Insurance/Etc.: Any credits or adjustments made to the account

Total Interest/FC or Fees: Amounts must be listed separately to be added to the account total.

Total Listed for Collections: Amount for PCA to collect.

Summary of Uncollected Past Due Miscellaneous Accounts Receivables

2021

There is one account that was billed in March of 2021 for a fire call in the amount of \$400. There have been several follow-up mailings and phone calls made.

2022

There is one account that was billed in October of 2022 for an accident call in the amount of \$300. There have been several follow-up mailings and phone calls made to the business.

2023

There are 11 past due invoices for a total of \$4,200; one is for a fire call (gas leak) and the rest are for accident calls. I am expecting two of these to be paid by insurance, but the rest have been unresponsive to repeated mailings. Most of these I do not have phone numbers for due to the nature of the call and that information not being collected.

In total there are 13 past due invoices for a total of \$4,900 that the City Council may want to consider turning over for collections. There are two other past due invoices I expect will be paid shortly in the amount of \$1,232.39 which are not included in the summary above. None of these past due invoices are from people within city limits and therefore we cannot assess these charges to their property.

I send out past-due notices approximately every quarter and if I can locate phone numbers, I call the individual/business as well. Unpaid calls for service have been an ongoing issue and being able to turn these accounts over to collections may assist in collecting of these monies due.



January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Sale of Surplus ELPD Cell Phones Back to Verizon

Approval is being sought to sell five (5) Eagle Lake Police Department surplus cell phones back to Verizon at \$80.00 per phone, totaling \$400.00. City staff worked with IT to preserve data and ensure the phones were wiped.

A motion is necessary to authorize the sale of surplus cell phones back to Verizon.

Jennifer J. Bromeland
City Administrator



January 8, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: City Administrator Report

1. Alliance Pipeline Fueling Futures Grant Award for Park Pavilion. A grant award letter was received advising that the City's application has been approved in the amount of \$5,000 from Alliance Pipeline Fueling Futures Grant Program to apply towards the Park Pavilion Project. Paul Kleist with Alliance Pipeline will notify staff when he is available for a photo opportunity so that the City can recognize Mr. Kleist and Alliance Pipeline for their generous contribution towards the Eagle Lake parks.
2. Expenditure and Revenue Report. Please refer to the YTD expenditures and revenues included in your packet. This is included for informational purposes only. Let me know if any questions or if you would like more detail.
3. Recap of Recent Congressman Finstad Visit. City officials recently met with Congressman Brad Finstad at City Hall to discuss issues affecting the City of Eagle Lake including the need to secure funding for a water treatment plant, ongoing safety concerns with Highway 14, and the need to secure funding for a new fire hall. City officials will stay in communication with Congressman Finstad's office on the above listed issues.
4. Employee Paid Leave Balances. Discussion took place at the December meeting concerning paid leave and the desire to study paid leave in 2024 to ensure competitiveness with other cities. City staff is currently working with MVCOG to conduct a review of the City's leave program and will report findings in early 2024. In the meantime, attached is a current listing of leave banks for employees. No action is needed as this is included for informational purposes at this time as this information was not provided when the discussion took place at the December meeting but may help give a better idea of the current leave accruals.

Jennifer J. Bromeland
City Administrator

Jennifer Bromeland

From: noreply.grants@benevity.com
Sent: Friday, December 29, 2023 4:36 PM
To: Jennifer Bromeland
Subject: We've approved your Alliance Pipeline Fueling Futures grant request! (Ref#2023110189)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello, Jennifer Bromeland,

We are happy to inform you that Alliance Pipeline has approved your Fueling Futures grant request in the amount of \$5,000.00

By collaborating with community leaders like you, we're Fueling Futures. Together we're energizing communities through initiatives that strengthen community safety, vibrancy and sustainability. Alliance is proud to support local priorities that make positive and lasting impacts in our communities.

We'd be honored if you shared your story on the social media channel of your choice or with your local media. We invite you to tag us using @Enbridge or the hashtag #ENBFuelingFutures so we can help spread the word.

Sincerely,

Alliance Pipeline A Joint Venture of Enbridge and Pembina

We're working to make tomorrow safer, more vibrant and sustainable.

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Unofficial
pre-audit
adjusting entries

Fund Summary
Revenues Exceed what was budgeted & expenditures are lower than what was budgeted.

CITY OF EAGLE LAKE
2024 Revenue Budget Worksheet

Account Descr	2022 Amt	2023 Budget	YTD Amt	YTD Balance	2023 % of Budget	2024 Budget	UnderLine
FUND 101 GENERAL							
R 101-31000 Property Taxes	\$711,848.42	\$769,952.00	\$776,620.98	-\$6,668.98	100.87%	\$945,045.00	
R 101-32100 Business Licenses	\$3,075.00	\$3,000.00	\$3,075.00	-\$75.00	102.50%	\$3,000.00	
R 101-32210 Building Permits	\$56,001.21	\$60,000.00	\$141,357.24	-\$81,357.24	235.60%	\$75,000.00	
R 101-32211 Surcharge - Flat Fee	\$73.00	\$100.00	\$236.50	-\$136.50	236.50%	\$100.00	
R 101-32212 Surcharge - Value	\$1,915.00	\$1,500.00	\$6,811.00	-\$5,311.00	454.07%	\$1,500.00	
R 101-32213 Surcharge - Plumbing	\$11.00	\$10.00	\$63.00	-\$53.00	630.00%	\$75.00	
R 101-32214 Surcharge - Mechanical	\$12.00	\$10.00	\$63.00	-\$53.00	630.00%	\$75.00	
R 101-32215 Surcharge - Other	\$68.00	\$10.00	\$6.00	\$4.00	60.00%	\$10.00	
R 101-32220 Zoning Permit	\$1,520.00	\$1,150.00	\$1,200.00	-\$50.00	104.35%	\$1,150.00	
R 101-32221 Rental Inspection	\$401.38	\$20,000.00	\$23,940.00	-\$3,940.00	119.70%	\$1,000.00	
R 101-32240 Animal Permits & Licenses	\$1,550.00	\$1,500.00	\$1,390.00	\$110.00	92.67%	\$1,500.00	
R 101-32260 Refunds and Reimbursements	\$46,994.62	\$35,000.00	\$61,348.61	-\$26,348.61	175.28%	\$35,000.00	
R 101-33000 Intergovernmental Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-33100 Federal Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-33400 State Grants and Aids	\$7,500.00	\$25,000.00	\$0.00	\$25,000.00	0.00%	\$25,000.00	
R 101-33401 Local Government Aid	\$685,922.00	\$699,884.00	\$699,884.00	\$0.00	100.00%	\$749,370.00	
R 101-33405 PERA Rate Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-33418 MN Police Relief Payment	\$25,041.08	\$28,353.00	\$32,668.27	-\$4,315.27	115.22%	\$28,353.00	
R 101-33419 MN Fire Relief Payment	\$28,331.54	\$23,582.00	\$0.00	\$23,582.00	0.00%	\$23,582.00	
R 101-33428 Payment in Leau of Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-34107 Adminstrative Service Fee	\$3,643.10	\$4,000.00	\$5,601.50	-\$1,601.50	140.04%	\$4,000.00	
R 101-34110 Planning & Zoning Fees	\$1,599.34	\$500.00	\$1,784.00	-\$1,284.00	356.80%	\$1,000.00	
R 101-34403 Refuse Collection Charges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-34404 Recycling Collection Charge	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-35000 Fines and Fees	\$5,038.47	\$3,500.00	\$2,775.49	\$724.51	79.30%	\$3,500.00	
R 101-36100 Special Assessments	-\$248.92	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-36101 Indust. Park - N. Lift Station	\$1,926.24	\$1,926.00	\$0.00	\$1,926.00	0.00%	\$1,926.00	
R 101-36102 Greenfield Assessment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-36103 Joan Lane Special Assessment	\$0.00	\$951.00	\$0.00	\$951.00	0.00%	\$0.00	
R 101-36104 Lakeview Watermain 13 Sp. A	\$950.39	\$0.00	\$956.29	-\$956.29	0.00%	\$0.00	
R 101-36106 Sparrowhawk Sp. Assmt	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-36200 Miscellaneous Revenues	\$68.46	\$2,000.00	\$5.00	\$1,995.00	0.25%	\$100.00	
R 101-36210 Interest Earnings	\$73,524.42	\$25,000.00	\$193,051.27	-\$168,051.27	772.21%	\$50,000.00	
R 101-36230 Contributions - General	\$6,550.00	\$5,000.00	\$8,604.60	-\$3,604.60	172.09%	\$7,500.00	
R 101-36231 Contributions - Park	\$4,722.85	\$15,000.00	\$5,902.14	\$9,097.86	39.35%	\$5,000.00	
R 101-36232 Contributions - Fire Departme	\$59,000.00	\$15,000.00	\$54,500.00	-\$39,500.00	363.33%	\$20,000.00	
R 101-36233 Police - Seizure	\$0.00	\$500.00	\$0.00	\$500.00	0.00%	\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget	2024 Budget	UnderLine
R 101-36240 Fire Call Revenue	\$2,050.00	\$1,000.00	\$4,650.00	-\$3,650.00	465.00%	\$2,000.00	
R 101-36241 Fire Contract Payment	\$62,661.22	\$62,662.00	\$62,660.94	\$1.06	100.00%	\$62,662.00	
R 101-38020 Rental Revenue	\$300.00	\$500.00	\$980.00	-\$480.00	196.00%	\$500.00	
R 101-38021 Wireless Internet Rental Fee	\$19,337.22	\$19,000.00	\$19,839.57	-\$839.57	104.42%	\$19,000.00	
R 101-38022 Contract For Deed	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-38050 Cable TV Franchise Fee	\$18,814.59	\$25,000.00	\$20,612.12	\$4,387.88	82.45%	\$17,500.00	
R 101-38051 Electric Franchise Fee	\$7,935.50	\$9,500.00	\$7,895.15	\$1,604.85	83.11%	\$9,500.00	
R 101-38052 Gas Franchise Fee	\$11,885.14	\$9,300.00	\$7,358.10	\$1,941.90	79.12%	\$9,300.00	
R 101-38053 Solar Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-38054 Small Cities Street Money	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-38200 Park Dedication	\$24,495.68	\$0.00	\$1,068.00	-\$1,068.00	0.00%	\$0.00	
R 101-38201 Eagle Heights Trail Dedication	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-38400 Internal Service Fund Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-39101 Sale of Equipment-Material	\$10,034.50	\$10,000.00	\$29,208.50	-\$19,208.50	292.09%	\$0.00	
R 101-39102 Issuance of Capital Lease	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$44,560.00	
R 101-39400 Escrow Funds Received	\$0.00	\$0.00	\$13.21	-\$13.21	0.00%	\$0.00	
FUND 101 GENERAL	\$1,884,552.45	\$1,879,390.00	\$2,176,129.48	-\$296,739.48		\$2,147,808.00	
FUND 201 STORM WATER DRAINAGE							
R 201-32219 SWPPP Review	\$850.00	\$2,000.00	\$1,000.00	\$1,000.00	50.00%	\$2,000.00	
R 201-32260 Refunds and Reimbursements	\$0.00	\$1,050.00	\$0.00	\$1,050.00	0.00%	\$1,050.00	
R 201-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 201-37100 Sales for Services	\$49,758.34	\$56,350.00	\$56,545.69	-\$195.69	100.35%	\$64,803.00	
R 201-39101 Sale of Equipment-Material	\$6,157.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 201-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 201 STORM WATER DRAINAGE	\$56,765.34	\$59,400.00	\$57,545.69	\$1,854.31		\$67,853.00	
FUND 202 RECYCLING UTILITY							
R 202-34404 Recycling Collection Charge	\$60,225.94	\$63,000.00	\$60,173.04	\$2,826.96	95.51%	\$63,000.00	
FUND 202 RECYCLING UTILITY	\$60,225.94	\$63,000.00	\$60,173.04	\$2,826.96		\$63,000.00	
FUND 203 REFUSE UTILITY							
R 203-34403 Refuse Collection Charges	\$194,564.12	\$181,000.00	\$195,315.15	-\$14,315.15	107.91%	\$181,000.00	
FUND 203 REFUSE UTILITY	\$194,564.12	\$181,000.00	\$195,315.15	-\$14,315.15		\$181,000.00	
FUND 206 ECONOMIC DEVELOPMENT AUTHORITY							
R 206-31000 Property Taxes	\$50,970.83	\$51,000.00	\$50,758.81	\$241.19	99.53%	\$15,000.00	
R 206-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 206-36210 Interest Earnings	\$1,784.35	\$100.00	\$10,607.98	-\$10,507.98	10607.98%	\$1,000.00	
R 206-39101 Sale of Equipment-Material	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 206-39201 Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget	2024 Budget	UnderLine
R 206-39203 Transfer from Other Fund	\$200,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 206 ECONOMIC DEVELOPMENT AUTH	\$252,755.18	\$51,100.00	\$61,366.79	-\$10,266.79		\$16,000.00	
FUND 207 EDA REVOLVING LOAN FUND							
R 207-34900 Fromm EDA Loan 2013 Princip	-\$394.10	\$8,060.00	\$5,156.06	\$2,903.94	63.97%	\$0.00	
R 207-34901 Fromm EDA Loan 2013 Intere	\$983.83	\$1,270.00	\$1,037.84	\$232.16	81.72%	\$0.00	
R 207-34902 Loan Repayment-Miller	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 207-34920 Blue Earth County Loan to City	\$0.00	\$0.00	\$18,723.11	-\$18,723.11	0.00%	\$0.00	
R 207-36210 Interest Earnings	\$107.86	\$100.00	\$729.45	-\$629.45	729.45%	\$0.00	
R 207-36211 EDA Loan Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 207-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 207 EDA REVOLVING LOAN FUND	\$697.59	\$9,430.00	\$25,646.46	-\$16,216.46		\$0.00	
FUND 208 ACCOUNT TO CLOSE FOR PARKWAY							
R 208-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 208 ACCOUNT TO CLOSE FOR PARKW	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
FUND 210 SMALL CITIES GRANT FUND							
R 210-32260 Refunds and Reimbursements	\$0.65	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 210-36210 Interest Earnings	\$17.71	\$5.00	\$72.54	-\$67.54	1450.80%	\$0.00	
FUND 210 SMALL CITIES GRANT FUND	\$18.36	\$5.00	\$72.54	-\$67.54		\$0.00	
FUND 221 TAX INCREMENT DIST. 1-2 CEDAR							
R 221-31050 Tax Increments	\$96,585.55	\$96,586.00	\$104,010.76	-\$7,424.76	107.69%	\$96,586.00	
FUND 221 TAX INCREMENT DIST. 1-2 CEDA	\$96,585.55	\$96,586.00	\$104,010.76	-\$7,424.76		\$96,586.00	
FUND 222 TAX ABATEMENT-AUTUMN WIND							
R 222-31051 Property Tax - Tax Abatement	\$0.00	\$31,924.00	\$0.00	\$31,924.00	0.00%	\$35,904.00	
FUND 222 TAX ABATEMENT-AUTUMN WIND	\$0.00	\$31,924.00	\$0.00	\$31,924.00		\$35,904.00	
FUND 223 TIF #3 704-708 PARKWAY AVE							
R 223-31050 Tax Increments	\$11,786.56	\$12,215.00	\$11,767.21	\$447.79	96.33%	\$11,787.00	
R 223-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 223-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 223 TIF #3 704-708 PARKWAY AVE	\$11,786.56	\$12,215.00	\$11,767.21	\$447.79		\$11,787.00	
FUND 250 AMERICA RESCUE PLAN							
R 250-33400 State Grants and Aids	\$168,677.13	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 250 AMERICA RESCUE PLAN	\$168,677.13	\$0.00	\$0.00	\$0.00		\$0.00	
FUND 255 PUBLIC SAETY AID							
R 255-33400 State Grants and Aids	\$0.00	\$0.00	\$143,621.00	-\$143,621.00	0.00%	\$0.00	

Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget	2024 Budget	UnderLine
FUND 255 PUBLIC SAFETY AID	\$0.00	\$0.00	\$143,621.00	-\$143,621.00		\$0.00	
FUND 310 RETIRED-CATE STREET							
R 310-31000 Property Taxes	\$0.00	\$0.00	\$52,543.09	-\$52,543.09	0.00%	\$0.00	
R 310-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 310 RETIRED-CATE STREET	\$0.00	\$0.00	\$52,543.09	-\$52,543.09		\$0.00	
FUND 311 RETIRED-CITY FACILITIES							
R 311-31000 Property Taxes	\$797.96	\$73,176.00	\$0.00	\$73,176.00	0.00%	\$0.00	
R 311-39203 Transfer from Other Fund	\$0.00	\$100,000.00	\$0.00	\$100,000.00	0.00%	\$0.00	
FUND 311 RETIRED-CITY FACILITIES	\$797.96	\$173,176.00	\$0.00	\$173,176.00		\$0.00	
FUND 326 PFA							
R 326-31000 Property Taxes	\$27,098.83	\$27,794.00	\$30,655.62	-\$2,861.62	110.30%	\$0.00	
R 326-36100 Special Assessments	\$13,167.69	\$14,498.00	\$18,394.25	-\$3,896.25	126.87%	\$0.00	
R 326-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 326-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 326 PFA	\$40,266.52	\$42,292.00	\$49,049.87	-\$6,757.87		\$0.00	
FUND 327 RETIRED-LINDA DR EXTENSION							
R 327-36100 Special Assessments	\$3,336.84	\$3,337.00	\$0.00	\$3,337.00	0.00%	\$0.00	
FUND 327 RETIRED-LINDA DR EXTENSION	\$3,336.84	\$3,337.00	\$0.00	\$3,337.00		\$0.00	
FUND 328 RETIRED STORM SEWER IMPROV2010							
R 328-31000 Property Taxes	\$15,485.55	\$15,857.00	\$76.81	\$15,780.19	0.48%	\$0.00	
FUND 328 RETIRED STORM SEWER IMPROV	\$15,485.55	\$15,857.00	\$76.81	\$15,780.19		\$0.00	
FUND 329 RETIRED-JOAN LANE REFUND 2021B							
R 329-31000 Property Taxes	\$21,489.31	\$20,579.00	\$22,702.15	-\$2,123.15	110.32%	\$0.00	
R 329-36100 Special Assessments	\$4,695.81	\$4,696.00	\$0.00	\$4,696.00	0.00%	\$0.00	
FUND 329 RETIRED-JOAN LANE REFUND 20	\$26,185.12	\$25,275.00	\$22,702.15	\$2,572.85		\$0.00	
FUND 330 2ND, LINDA, STORM 2017A CROSSO							
R 330-31000 Property Taxes	\$2,696.03	\$0.00	\$13.37	-\$13.37	0.00%	\$50,599.00	
R 330-36100 Special Assessments	\$0.00	\$0.00	\$20,747.68	-\$20,747.68	0.00%	\$17,531.00	
R 330-39203 Transfer from Other Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 330-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 330 2ND, LINDA, STORM 2017A CROS	\$2,696.03	\$0.00	\$20,761.05	-\$20,761.05		\$68,130.00	
FUND 331 CSAH 27/AGENCY ST 2021A							
R 331-31000 Property Taxes	\$0.00	\$9,450.00	\$10,380.16	-\$930.16	109.84%	\$9,283.00	
R 331-36100 Special Assessments	\$78,958.47	\$39,706.00	\$29,573.93	\$10,132.07	74.48%	\$39,706.00	
R 331-39203 Transfer from Other Fund	\$0.00	\$45,085.00	\$0.00	\$45,085.00	0.00%	\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget	2024 Budget	UnderLine
R 331-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 331 CSAH 27/AGENCY ST 2021A	\$78,958.47	\$94,241.00	\$39,954.09	\$54,286.91		\$48,989.00	
FUND 332 FACILITIES 2021B							
R 332-31000 Property Taxes	\$76,706.78	\$0.00	\$380.45	-\$380.45	0.00%	\$73,176.00	
R 332-36100 Special Assessments	\$0.00	\$0.00	\$17,346.63	-\$17,346.63	0.00%	\$0.00	
R 332-39203 Transfer from Other Fund	\$100,000.00	\$0.00	\$100,000.00	-\$100,000.00	0.00%	\$0.00	
R 332-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 332 FACILITIES 2021B	\$176,706.78	\$0.00	\$117,727.08	-\$117,727.08		\$73,176.00	
FUND 335 WATER TOWER REHAB 2023							
R 335-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 335 WATER TOWER REHAB 2023	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
FUND 431 AGENCY RECONSTRUCTION-CSAH 27							
R 431-39201 Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 431-39203 Transfer from Other Fund	\$600,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 431-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 431 AGENCY RECONSTRUCTION-CSA	\$600,000.00	\$0.00	\$0.00	\$0.00		\$0.00	
FUND 435 WATER TOWER REHAB							
R 435-39203 Transfer from Other Fund	\$0.00	\$0.00	\$99,690.00	-\$99,690.00	0.00%	\$0.00	
R 435-39310 Bond Proceeds	\$0.00	\$0.00	\$449,310.00	-\$449,310.00	0.00%	\$0.00	
FUND 435 WATER TOWER REHAB	\$0.00	\$0.00	\$549,000.00	-\$549,000.00		\$0.00	
FUND 601 WATER FUND							
R 601-31300 State Sales and Use Tax	\$538.35	\$550.00	\$1,872.25	-\$1,322.25	340.41%	\$550.00	
R 601-31301 County Sales and Use Tax	\$56.94	\$40.00	\$143.06	-\$103.06	357.65%	\$40.00	
R 601-33405 PERA Rate Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-34407 Area Charges	\$77,400.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 601-36200 Miscellaneous Revenues	\$451.00	\$1,500.00	\$290.00	\$1,210.00	19.33%	\$500.00	
R 601-37100 Sales for Services	\$429,768.60	\$437,309.00	\$455,046.30	-\$17,737.30	104.06%	\$459,175.00	
R 601-37110 Water Meter Sales	\$6,768.85	\$10,000.00	\$26,113.45	-\$16,113.45	261.13%	\$10,000.00	
R 601-37170 Hook Up Fee	\$5,000.00	\$6,300.00	\$20,500.00	-\$14,200.00	325.40%	\$6,600.00	
R 601-39101 Sale of Equipment-Material	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 601 WATER FUND	\$519,983.74	\$455,699.00	\$503,965.06	-\$48,266.06		\$476,865.00	
FUND 602 SEWER FUND							
R 602-32260 Refunds and Reimbursements	\$19,623.63	\$0.00	\$19,623.63	-\$19,623.63	0.00%	\$0.00	
R 602-33405 PERA Rate Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-34407 Area Charges	\$19,350.00	\$0.00	\$400.00	-\$400.00	0.00%	\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget	2024 Budget	UnderLine
R 602-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-36200 Miscellaneous Revenues	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-37100 Sales for Services	\$484,646.22	\$515,000.00	\$506,019.08	\$8,980.92	98.26%	\$535,600.00	
R 602-37170 Hook Up Fee	\$4,400.00	\$5,000.00	\$16,400.00	-\$11,400.00	328.00%	\$5,200.00	
R 602-37255 I & I Penalty	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 602-37260 Late Fees	\$11,234.65	\$8,000.00	\$10,597.68	-\$2,597.68	132.47%	\$8,000.00	
R 602-39101 Sale of Equipment-Material	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 602 SEWER FUND	\$539,254.50	\$528,000.00	\$553,040.39	-\$25,040.39		\$548,800.00	
	\$4,730,299.73	\$3,721,927.00	\$4,744,467.71	-\$1,022,540.71		\$3,835,898.00	

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CITY OF EAGLE LAKE
2024 Expenditure Budget Worksheet

*unofficial -
pre-audit
adjusting entries*

Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
FUND 101 GENERAL							
Dept 41000 General Government (GENERAL)							
E 101-41000-122 FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41000-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41000-131 Employer Paid Health	\$79,069.82	\$80,250.00	\$80,184.11	\$65.89	99.92%	\$69,500.00	
E 101-41000-132 Employer Paid Health Saving	\$31,796.35	\$38,567.00	\$22,966.67	\$15,600.33	59.55%	\$36,171.00	
E 101-41000-133 Employer Paid Dental	\$3,783.02	\$7,906.00	\$5,361.16	\$2,544.84	67.81%	\$6,596.00	
E 101-41000-151 Work Comp Premium	\$20,280.50	\$19,171.00	\$22,303.50	-\$3,132.50	116.34%	\$23,000.00	
E 101-41000-300 Professional Svcs (GENERAL)	\$88.00	\$2,500.00	\$2,247.00	\$253.00	89.88%	\$2,500.00	
E 101-41000-362 Property & Liability Ins	\$30,466.48	\$23,016.00	\$36,205.44	-\$13,189.44	157.31%	\$25,000.00	
E 101-41000-400 CD purchase	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41000-430 Miscellaneous (GENERAL)	\$47,440.98	\$20,000.00	\$3,326.98	\$16,673.02	16.63%	\$20,000.00	
E 101-41000-433 Dues and Subscriptions	\$11,506.08	\$13,403.00	\$11,802.08	\$1,600.92	88.06%	\$14,000.00	
E 101-41000-438 Meeting & Education	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41000-445 Music on Parkway	\$9,848.49	\$10,000.00	\$6,315.15	\$3,684.85	63.15%	\$10,000.00	
E 101-41000-510 Capital Outlay-Actual Expns	\$5,927.61	\$0.00	\$2,550.00	-\$2,550.00	0.00%	\$0.00	
E 101-41000-550 Capital Outlay - Set Aside	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0.00%	\$2,500.00	
E 101-41000-721 Transfer Out	\$300,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41000-740 ESCROW FUNDS RETURNED	\$107,069.00	\$0.00	\$46,057.50	-\$46,057.50	0.00%	\$0.00	
Dept 41000 General Government (GENERAL)	\$647,276.33	\$217,313.00	\$239,319.59	-\$22,006.59		\$209,267.00	
Dept 41100 City Council							
E 101-41100-100 Wages and Salaries (GENER	\$12,560.00	\$14,400.00	\$16,090.00	-\$1,690.00	111.74%	\$14,400.00	
E 101-41100-108 Video Intern Wages	\$440.00	\$640.00	\$480.00	\$160.00	75.00%	\$640.00	
E 101-41100-121 PERA	\$0.00	\$1,080.00	\$0.00	\$1,080.00	0.00%	\$1,080.00	
E 101-41100-122 FICA	\$806.00	\$892.00	\$1,027.34	-\$135.34	115.17%	\$892.00	
E 101-41100-123 Medicare	\$188.50	\$209.00	\$240.27	-\$31.27	114.96%	\$209.00	
E 101-41100-438 Meeting & Education	\$275.00	\$1,000.00	\$501.38	\$498.62	50.14%	\$2,000.00	
Dept 41100 City Council	\$14,269.50	\$18,221.00	\$18,338.99	-\$117.99		\$19,221.00	
Dept 41200 Mayor							
E 101-41200-100 Wages and Salaries (GENER	\$4,300.00	\$4,800.00	\$5,250.00	-\$450.00	109.38%	\$4,800.00	
E 101-41200-121 PERA	\$0.00	\$360.00	\$0.00	\$360.00	0.00%	\$360.00	
E 101-41200-122 FICA	\$0.00	\$298.00	\$325.50	-\$27.50	109.23%	\$298.00	
E 101-41200-123 Medicare	\$62.35	\$70.00	\$76.15	-\$6.15	108.79%	\$70.00	
E 101-41200-438 Meeting & Education	\$30.00	\$1,500.00	\$1,882.84	-\$382.84	125.52%	\$2,500.00	
Dept 41200 Mayor	\$4,392.35	\$7,028.00	\$7,534.49	-\$506.49		\$8,028.00	
Dept 41400 Elections							
E 101-41400-100 Wages and Salaries (GENER	\$1,880.07	\$0.00	\$481.85	-\$481.85	0.00%	\$2,811.00	

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Account Descr	2022 Amt	2023 Budget	YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
E 101-41400-122 FICA	\$116.56	\$0.00	\$29.87	-\$29.87	0.00%	\$175.00	
E 101-41400-123 Medicare	\$27.26	\$0.00	\$6.99	-\$6.99	0.00%	\$41.00	
E 101-41400-430 Miscellaneous (GENERAL)	\$716.47	\$500.00	\$1,883.87	-\$1,383.87	376.77%	\$2,000.00	
E 101-41400-510 Capital Outlay-Actual Expens	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 41400 Elections	\$2,740.36	\$500.00	\$2,402.58	-\$1,902.58		\$5,027.00	
Dept 41500 Administration							
E 101-41500-100 Wages and Salaries (GENER	\$101,986.80	\$91,500.00	\$95,695.54	-\$4,195.54	104.59%	\$98,169.00	
E 101-41500-121 PERA	\$7,301.40	\$6,863.00	\$7,344.88	-\$481.88	107.02%	\$7,363.00	
E 101-41500-122 FICA	\$4,854.28	\$5,673.00	\$4,961.72	\$711.28	87.46%	\$6,087.00	
E 101-41500-123 Medicare	\$1,135.29	\$1,327.00	\$1,160.38	\$166.62	87.44%	\$1,424.00	
E 101-41500-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-133 Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-151 Work Comp Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-210 Operating Supplies (GENERAL)	\$12,495.03	\$9,000.00	\$11,278.00	-\$2,278.00	125.31%	\$9,500.00	
E 101-41500-320 Communications (GENERAL)	\$4,005.21	\$5,000.00	\$4,475.31	\$524.69	89.51%	\$6,000.00	
E 101-41500-351 Legal Notices-Public Hearing	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-352 Publications	\$1,118.49	\$1,000.00	\$548.86	\$451.14	54.89%	\$1,500.00	
E 101-41500-362 Property & Liability Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-390 Operating Agreement-ASA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-430 Miscellaneous (GENERAL)	\$427.63	\$500.00	\$385.80	\$114.20	77.16%	\$0.00	
E 101-41500-433 Dues and Subscriptions	\$50.00	\$0.00	\$50.00	-\$50.00	0.00%	\$0.00	
E 101-41500-438 Meeting & Education	\$2,212.79	\$4,500.00	\$2,476.69	\$2,023.31	55.04%	\$5,500.00	
E 101-41500-510 Capital Outlay-Actual Expens	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-550 Capital Outlay - Set Aside	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-602 Capital Principal	\$1,272.00	\$1,275.00	\$1,228.75	\$46.25	96.37%	\$0.00	
E 101-41500-605 Capital Lease Issued	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41500-612 Capital Interest	\$84.86	\$116.00	\$25.25	\$90.75	21.77%	\$0.00	
Dept 41500 Administration	\$136,943.78	\$126,754.00	\$129,631.18	-\$2,877.18		\$135,543.00	
Dept 41600 Professional							
E 101-41600-300 Professional Svcs (GENERAL)	\$9,048.90	\$5,000.00	\$5,888.31	-\$888.31	117.77%	\$27,465.00	
E 101-41600-301 Auditing and Acct g Services	\$24,500.00	\$26,500.00	\$29,900.00	-\$3,400.00	112.83%	\$32,000.00	
E 101-41600-303 Engineering Fees	\$17,989.50	\$7,500.00	\$5,317.00	\$2,183.00	70.89%	\$7,500.00	
E 101-41600-304 Legal Fees	\$19,400.45	\$20,000.00	\$29,090.39	-\$9,090.39	145.45%	\$30,000.00	
E 101-41600-310 Computer Technical Support	\$29,703.01	\$24,000.00	\$42,798.28	-\$18,798.28	178.33%	\$40,000.00	
E 101-41600-311 Building Inspector Fees	\$43,628.60	\$35,000.00	\$78,864.27	-\$43,864.27	225.33%	\$35,000.00	
E 101-41600-313 State Surcharge Fee	\$1,886.02	\$1,500.00	\$3,496.85	-\$1,996.85	233.12%	\$1,500.00	
E 101-41600-314 Service Agreements	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41600-315 City History	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41600-316 Payroll Processing	\$5,373.24	\$6,100.00	\$5,907.27	\$192.73	96.84%	\$6,500.00	

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Account Descr	2022 Amt	2023 Budget	YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
E 101-41600-433 Dues and Subscriptions	\$4,900.00	\$5,500.00	\$5,105.00	\$395.00	92.82%	\$5,500.00	
Dept 41600 Professional	\$156,429.72	\$131,100.00	\$206,367.37	-\$75,267.37		\$185,465.00	
Dept 41800 Planning & Zoning Comm. Devel.							
E 101-41800-100 Wages and Salaries (GENER	\$0.00	\$46,801.00	\$27,661.13	\$19,139.87	59.10%	\$54,000.00	
E 101-41800-102 Overtime	\$0.00	\$500.00	\$0.00	\$500.00	0.00%	\$500.00	
E 101-41800-121 PERA	\$0.00	\$3,510.00	\$0.00	\$3,510.00	0.00%	\$4,088.00	
E 101-41800-122 FICA	\$0.00	\$2,902.00	\$1,714.99	\$1,187.01	59.10%	\$3,379.00	
E 101-41800-123 Medicare	\$0.00	\$679.00	\$401.08	\$277.92	59.07%	\$791.00	
E 101-41800-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41800-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41800-133 Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41800-210 Operating Supplies (GENERA	\$0.00	\$0.00	\$50.00	-\$50.00	0.00%	\$0.00	
E 101-41800-351 Legal Notices-Public Hearing	\$446.45	\$200.00	\$356.55	-\$156.55	178.28%	\$500.00	
E 101-41800-430 Miscellaneous (GENERAL)	\$156.00	\$400.00	\$273.00	\$127.00	68.25%	\$500.00	
E 101-41800-438 Meeting & Education	\$0.00	\$0.00	\$916.77	-\$916.77	0.00%	\$2,000.00	
E 101-41800-439 Refund & Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 41800 Planning & Zoning Comm. Devel	\$602.45	\$54,992.00	\$31,373.52	\$23,618.48		\$65,758.00	
Dept 41900 City Hall							
E 101-41900-210 Operating Supplies (GENERA	\$512.31	\$1,000.00	\$358.78	\$641.22	35.88%	\$1,000.00	
E 101-41900-220 Repair/Maint Supply (GENER	\$3,494.74	\$6,000.00	\$5,050.66	\$949.34	84.18%	\$6,000.00	
E 101-41900-381 Electric Utilities	\$10,985.94	\$11,000.00	\$11,967.37	-\$967.37	108.79%	\$12,500.00	
E 101-41900-510 Capital Outlay-Actual Expens	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41900-550 Capital Outlay - Set Aside	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0.00%	\$2,500.00	
Dept 41900 City Hall	\$14,992.99	\$20,500.00	\$17,376.81	\$3,123.19		\$22,000.00	
Dept 42100 Streets							
E 101-42100-100 Wages and Salaries (GENER	\$41,513.22	\$41,310.00	\$42,207.21	-\$897.21	102.17%	\$45,180.00	
E 101-42100-121 PERA	\$2,422.75	\$3,100.00	\$3,126.48	-\$26.48	100.85%	\$3,389.00	
E 101-42100-122 FICA	\$1,977.40	\$2,562.00	\$2,417.94	\$144.06	94.38%	\$2,802.00	
E 101-42100-123 Medicare	\$462.44	\$599.00	\$565.47	\$33.53	94.40%	\$656.00	
E 101-42100-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42100-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42100-133 Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42100-151 Work Comp Premium	\$0.00	\$0.00	\$3,619.00	-\$3,619.00	0.00%	\$0.00	
E 101-42100-210 Operating Supplies (GENERA	\$4,822.78	\$5,500.00	\$9,931.39	-\$4,431.39	180.57%	\$5,500.00	
E 101-42100-212 Fuel	\$7,024.21	\$8,800.00	\$9,287.22	-\$487.22	105.54%	\$11,000.00	
E 101-42100-220 Repair/Maint Supply (GENER	\$6,365.68	\$7,000.00	\$9,419.80	-\$2,419.80	134.57%	\$8,000.00	
E 101-42100-224 Street Repair-General Mainte	\$76,848.10	\$100,000.00	\$75,665.29	\$24,334.71	75.67%	\$110,000.00	
E 101-42100-300 Professional Svcs (GENERAL)	\$2,375.34	\$5,000.00	\$2,933.56	\$2,066.44	58.67%	\$5,000.00	
E 101-42100-320 Communications (GENERAL)	\$1,007.08	\$1,000.00	\$856.89	\$143.11	85.69%	\$1,500.00	

Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
E 101-42100-362 Property & Liability Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42100-381 Electric Utilities	\$1,574.40	\$1,700.00	\$1,673.49	\$26.51	98.44%	\$1,700.00	
E 101-42100-383 Gas Utility	\$1,570.74	\$1,157.00	\$566.27	\$590.73	48.94%	\$1,157.00	
E 101-42100-430 Miscellaneous (GENERAL)	\$84.98	\$0.00	\$1,018.87	-\$1,018.87	0.00%	\$0.00	
E 101-42100-437 Clothing Allowance	\$624.93	\$700.00	\$857.90	-\$157.90	122.56%	\$750.00	
E 101-42100-438 Meeting & Education	\$0.00	\$0.00	\$1,293.00	-\$1,293.00	0.00%	\$0.00	
E 101-42100-510 Capital Outlay-Actual Expns	\$340.60	\$11,000.00	\$33,178.00	-\$22,178.00	301.62%	\$124,000.00	
E 101-42100-550 Capital Outlay - Set Aside	\$0.00	\$73,553.00	\$0.00	\$73,553.00	0.00%	\$154,616.00	
E 101-42100-560 Capital Outlay - Sidewalks	\$15,000.00	\$20,000.00	\$12,225.00	\$7,775.00	61.13%	\$45,000.00	
Dept 42100 Streets	\$164,014.65	\$282,981.00	\$210,842.78	\$72,138.22		\$520,250.00	
Dept 42110 Street Lighting							
E 101-42110-381 Electric Utilities	\$43,921.98	\$40,000.00	\$46,552.22	-\$6,552.22	116.38%	\$45,000.00	
Dept 42110 Street Lighting	\$43,921.98	\$40,000.00	\$46,552.22	-\$6,552.22		\$45,000.00	
Dept 42120 Refuse & Recycling							
E 101-42120-384 Refuse Collection Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42120-386 Recycling Collection Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42120-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42120-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 42120 Refuse & Recycling	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Dept 42200 Police Department							
E 101-42200-100 Wages and Salaries (GENER	\$173,561.60	\$239,562.00	\$141,438.26	\$98,123.74	59.04%	\$0.00	
E 101-42200-102 Overtime	\$15,522.68	\$15,000.00	\$8,416.07	\$6,583.93	56.11%	\$0.00	
E 101-42200-103 Part-Time Police Wages	\$14,758.43	\$5,000.00	\$0.00	\$5,000.00	0.00%	\$0.00	
E 101-42200-106 TZD Wages	\$7,842.25	\$10,000.00	\$8,312.32	\$1,687.68	83.12%	\$0.00	
E 101-42200-107 On Call Police Wages	\$6,088.74	\$3,000.00	\$4,842.11	-\$1,842.11	161.40%	\$0.00	
E 101-42200-109 Blue Earth County	\$0.00	\$0.00	\$16,045.00	-\$16,045.00	0.00%	\$502,150.00	
E 101-42200-121 PERA	\$45,307.82	\$46,799.00	\$28,639.36	\$18,159.64	61.20%	\$0.00	
E 101-42200-122 FICA	\$2,229.28	\$0.00	\$2,110.10	-\$2,110.10	0.00%	\$0.00	
E 101-42200-123 Medicare	\$3,207.84	\$3,952.00	\$2,358.15	\$1,593.85	59.67%	\$0.00	
E 101-42200-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42200-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42200-133 Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42200-151 Work Comp Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42200-210 Operating Supplies (GENERA	\$4,854.57	\$6,035.00	\$1,064.67	\$4,970.33	17.64%	\$0.00	
E 101-42200-212 Fuel	\$12,816.97	\$16,065.00	\$6,115.01	\$9,949.99	38.06%	\$0.00	
E 101-42200-220 Repair/Maint Supply (GENER	\$3,723.28	\$7,598.00	\$3,346.93	\$4,251.07	44.05%	\$0.00	
E 101-42200-300 Professional Svcs (GENERAL)	\$5,935.72	\$4,494.00	\$5,008.25	-\$514.25	111.44%	\$0.00	
E 101-42200-306 Physicals	\$208.59	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42200-312 New Officer Hiring/Physicals	\$458.59	\$1,000.00	\$0.00	\$1,000.00	0.00%	\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
E 101-42200-320 Communications (GENERAL)	\$5,850.32	\$5,184.00	\$4,735.25	\$448.75	91.34%	\$0.00	
E 101-42200-362 Property & Liability Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42200-430 Miscellaneous (GENERAL)	\$2,927.33	\$3,000.00	\$4,182.95	-\$1,182.95	139.43%	\$0.00	
E 101-42200-433 Dues and Subscriptions	\$771.94	\$1,000.00	\$462.00	\$538.00	46.20%	\$0.00	
E 101-42200-437 Clothing Allowance	\$4,822.95	\$6,300.00	\$1,145.95	\$5,154.05	18.19%	\$0.00	
E 101-42200-438 Meeting & Education	\$4,061.10	\$6,353.00	\$3,495.95	\$2,857.05	55.03%	\$0.00	
E 101-42200-439 Refund & Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42200-510 Capital Outlay-Actual Expens	\$0.00	\$28,355.00	\$0.00	\$28,355.00	0.00%	\$0.00	
E 101-42200-540 Capital Outlay - Seizure	\$0.00	\$0.00	\$54.44	-\$54.44	0.00%	\$0.00	
E 101-42200-550 Capital Outlay - Set Aside	\$0.00	\$60,664.00	\$0.00	\$60,664.00	0.00%	\$0.00	
Dept 42200 Police Department	\$314,950.00	\$469,361.00	\$241,772.77	\$227,588.23		\$502,150.00	
Dept 42300 Fire Department							
E 101-42300-100 Wages and Salaries (GENER	\$25,630.00	\$8,000.00	\$26,130.00	-\$18,130.00	326.63%	\$10,000.00	
E 101-42300-104 Calls & Training Wages	\$0.00	\$25,000.00	\$0.00	\$25,000.00	0.00%	\$30,000.00	
E 101-42300-121 PERA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42300-122 FICA	\$1,589.06	\$2,046.00	\$1,620.06	\$425.94	79.18%	\$2,480.00	
E 101-42300-123 Medicare	\$371.64	\$479.00	\$378.89	\$100.11	79.10%	\$580.00	
E 101-42300-124 Fire Relief Payment	\$40,995.54	\$37,000.00	\$5,074.00	\$31,926.00	13.71%	\$60,000.00	
E 101-42300-151 Work Comp Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42300-210 Operating Supplies (GENERA	\$14,170.73	\$7,000.00	\$15,732.42	-\$8,732.42	224.75%	\$15,000.00	
E 101-42300-212 Fuel	\$3,526.41	\$3,000.00	\$2,199.58	\$800.42	73.32%	\$3,300.00	
E 101-42300-220 Repair/Maint Supply (GENER	\$57,390.21	\$28,000.00	\$32,752.51	-\$4,752.51	116.97%	\$30,800.00	
E 101-42300-300 Professional Svcs (GENERAL)	\$6,265.80	\$6,000.00	\$5,322.93	\$677.07	88.72%	\$6,600.00	
E 101-42300-306 Physicals	\$3,086.00	\$4,000.00	\$4,124.91	-\$124.91	103.12%	\$4,400.00	
E 101-42300-320 Communications (GENERAL)	\$2,156.09	\$6,000.00	\$3,428.55	\$2,571.45	57.14%	\$6,600.00	
E 101-42300-362 Property & Liability Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42300-381 Electric Utilities	\$2,553.59	\$2,500.00	\$2,371.42	\$128.58	94.86%	\$2,750.00	
E 101-42300-383 Gas Utility	\$3,367.84	\$4,000.00	\$1,862.02	\$2,137.98	46.55%	\$4,400.00	
E 101-42300-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42300-433 Dues and Subscriptions	\$1,120.00	\$2,000.00	\$2,077.50	-\$77.50	103.88%	\$2,200.00	
E 101-42300-438 Meeting & Education	\$15,896.74	\$15,000.00	\$13,697.50	\$1,302.50	91.32%	\$16,500.00	
E 101-42300-510 Capital Outlay-Actual Expens	\$48,763.69	\$80,000.00	\$22,806.20	\$57,193.80	28.51%	\$25,000.00	
E 101-42300-520 Fire Dept Equipment-Gambli	\$26,802.55	\$16,000.00	\$12,675.83	\$3,324.17	79.22%	\$10,000.00	
E 101-42300-530 Capital Outlay - Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42300-535 Capital Outlay-Facilities	\$0.00	\$25,000.00	\$2,500.00	\$22,500.00	10.00%	\$27,500.00	
E 101-42300-550 Capital Outlay - Set Aside	\$0.00	\$129,865.00	\$0.00	\$129,865.00	0.00%	\$136,370.00	
Dept 42300 Fire Department	\$253,685.89	\$400,890.00	\$154,754.32	\$246,135.68		\$394,480.00	
Dept 42400 School Patrol							
E 101-42400-100 Wages and Salaries (GENER	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42400-122 FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

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Account Descr	2022 Amt	2023 Budget	YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
E 101-42400-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42400-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 42400 School Patrol	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Dept 42410 Animal Patrol							
E 101-42410-210 Operating Supplies (GENERAL)	\$0.00	\$200.00	\$0.00	\$200.00	0.00%	\$200.00	
E 101-42410-300 Professional Svcs (GENERAL)	\$56.45	\$500.00	\$0.00	\$500.00	0.00%	\$500.00	
Dept 42410 Animal Patrol	\$56.45	\$700.00	\$0.00	\$700.00		\$700.00	
Dept 42430 Civil Patrol							
E 101-42430-220 Repair/Maint Supply (GENER	\$0.00	\$1,300.00	\$0.00	\$1,300.00	0.00%	\$0.00	
E 101-42430-381 Electric Utilities	\$593.91	\$1,000.00	\$605.95	\$394.05	60.60%	\$1,000.00	
E 101-42430-510 Capital Outlay-Actual Expens	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,000.00	
Dept 42430 Civil Patrol	\$593.91	\$2,300.00	\$605.95	\$1,694.05		\$2,000.00	
Dept 42500 Park & Recreation							
E 101-42500-100 Wages and Salaries (GENER	\$38,804.34	\$43,605.00	\$44,440.82	-\$835.82	101.92%	\$47,690.00	
E 101-42500-121 PERA	\$7,851.45	\$3,271.00	\$3,299.82	-\$28.82	100.88%	\$3,577.00	
E 101-42500-122 FICA	\$2,113.73	\$2,704.00	\$2,545.35	\$158.65	94.13%	\$2,957.00	
E 101-42500-123 Medicare	\$494.38	\$633.00	\$595.34	\$37.66	94.05%	\$692.00	
E 101-42500-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-133 Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-151 Work Comp Premium	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-210 Operating Supplies (GENERAL	\$11,222.53	\$12,000.00	\$7,847.89	\$4,152.11	65.40%	\$12,000.00	
E 101-42500-212 Fuel	\$5,234.53	\$5,000.00	\$6,063.85	-\$1,063.85	121.28%	\$5,900.00	
E 101-42500-220 Repair/Maint Supply (GENER	\$9,789.74	\$10,000.00	\$11,736.41	-\$1,736.41	117.36%	\$11,000.00	
E 101-42500-300 Professional Svcs (GENERAL)	\$22,607.30	\$20,000.00	\$30,105.00	-\$10,105.00	150.53%	\$42,500.00	
E 101-42500-320 Communications (GENERAL)	\$1,019.02	\$900.00	\$937.13	-\$37.13	104.13%	\$1,500.00	
E 101-42500-362 Property & Liability Ins	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-381 Electric Utilities	\$5,699.43	\$6,000.00	\$5,077.19	\$922.81	84.62%	\$6,000.00	
E 101-42500-383 Gas Utility	\$1,437.21	\$1,157.00	\$825.39	\$331.61	71.34%	\$1,500.00	
E 101-42500-390 Operating Agreement-ASA	\$1,809.57	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-42500-430 Miscellaneous (GENERAL)	\$2,044.98	\$0.00	\$759.76	-\$759.76	0.00%	\$1,500.00	
E 101-42500-437 Clothing Allowance	\$617.61	\$700.00	\$887.93	-\$187.93	126.85%	\$0.00	
E 101-42500-438 Meeting & Education	\$0.00	\$0.00	\$18.00	-\$18.00	0.00%	\$0.00	
E 101-42500-510 Capital Outlay-Actual Expens	\$8,733.08	\$11,000.00	\$13,018.20	-\$2,018.20	118.35%	\$13,260.00	
E 101-42500-550 Capital Outlay - Set Aside	\$0.00	\$5,500.00	\$0.00	\$5,500.00	0.00%	\$10,000.00	
E 101-42500-570 Capital Outlay - Park Board	\$36,571.20	\$50,000.00	\$527.15	\$49,472.85	1.05%	\$50,000.00	
E 101-42500-572 Active Community	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 42500 Park & Recreation	\$156,050.10	\$172,470.00	\$128,685.23	\$43,784.77		\$210,076.00	
FUND 101 GENERAL	\$1,910,920.46	\$1,945,110.00	\$1,435,557.80	\$509,552.20		\$2,324,965.00	

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Account Descr	2022 Amt	2023 Budget	YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
FUND 201 STORM WATER DRAINAGE							
Dept 00000 No Department							
E 201-00000-100 Wages and Salaries (GENER	\$8,292.29	\$21,484.00	\$22,295.96	-\$811.96	103.78%	\$23,458.00	
E 201-00000-121 PERA	\$601.95	\$1,612.00	\$1,682.18	-\$70.18	104.35%	\$1,762.00	
E 201-00000-122 FICA	\$486.52	\$1,332.00	\$1,219.03	\$112.97	91.52%	\$1,455.00	
E 201-00000-123 Medicare	\$113.79	\$312.00	\$285.10	\$26.90	91.38%	\$340.00	
E 201-00000-131 Employer Paid Health	\$0.00	\$9,229.00	\$0.00	\$9,229.00	0.00%	\$7,595.00	
E 201-00000-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 201-00000-133 Employer Paid Dental	\$0.00	\$495.00	\$0.00	\$495.00	0.00%	\$600.00	
E 201-00000-210 Operating Supplies (GENERA	\$1,682.75	\$1,000.00	\$1,816.64	-\$816.64	181.66%	\$1,500.00	
E 201-00000-212 Fuel	\$1,630.50	\$2,000.00	\$1,910.92	\$89.08	95.55%	\$2,000.00	
E 201-00000-220 Repair/Maint Supply (GENER	\$10,515.42	\$9,250.00	\$6,231.47	\$3,018.53	67.37%	\$9,250.00	
E 201-00000-300 Professional Srvs (GENERAL)	\$14,849.52	\$20,000.00	\$3,837.69	\$16,162.31	19.19%	\$20,000.00	
E 201-00000-320 Communications (GENERAL)	\$850.39	\$800.00	\$2,305.05	-\$1,505.05	288.13%	\$800.00	
E 201-00000-430 Miscellaneous (GENERAL)	\$2,974.98	\$0.00	\$759.78	-\$759.78	0.00%	\$0.00	
E 201-00000-437 Clothing Allowance	\$617.67	\$700.00	\$857.93	-\$157.93	122.56%	\$750.00	
E 201-00000-438 Meeting & Education	\$1,520.00	\$2,000.00	\$1,143.00	\$857.00	57.15%	\$2,000.00	
E 201-00000-510 Capital Outlay-Actual Exps	\$340.60	\$11,000.00	\$11,004.00	-\$4.00	100.04%	\$11,000.00	
E 201-00000-550 Capital Outlay - Set Aside	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$10,000.00	
E 201-00000-721 Transfer Out	\$0.00	\$8,953.00	\$0.00	\$8,953.00	0.00%	\$8,892.00	
Dept 00000 No Department	\$44,476.38	\$100,167.00	\$55,348.75	\$44,818.25		\$101,402.00	
FUND 201 STORM WATER DRAINAGE	\$44,476.38	\$100,167.00	\$55,348.75	\$44,818.25		\$101,402.00	
FUND 202 RECYCLING UTILITY							
Dept 00000 No Department							
E 202-00000-386 Recycling Collection Expense	\$54,729.64	\$60,503.00	\$60,091.17	\$411.83	99.32%	\$60,503.00	
E 202-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$54,729.64	\$60,503.00	\$60,091.17	\$411.83		\$60,503.00	
FUND 202 RECYCLING UTILITY	\$54,729.64	\$60,503.00	\$60,091.17	\$411.83		\$60,503.00	
FUND 203 REFUSE UTILITY							
Dept 00000 No Department							
E 203-00000-105 Board & Commission Wages	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 203-00000-384 Refuse Collection Expense	\$162,364.65	\$167,310.00	\$171,969.28	-\$4,659.28	102.78%	\$167,310.00	
E 203-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$162,364.65	\$167,310.00	\$171,969.28	-\$4,659.28		\$167,310.00	
FUND 203 REFUSE UTILITY	\$162,364.65	\$167,310.00	\$171,969.28	-\$4,659.28		\$167,310.00	
FUND 206 ECONOMIC DEVELOPMENT AUTHORITY							

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
Dept 00000 No Department							
E 206-00000-300 Professional Svcs (GENERAL)	\$0.00	\$20,000.00	\$15,840.16	\$4,159.84	79.20%	\$0.00	
E 206-00000-430 Miscellaneous (GENERAL)	\$856.70	\$500.00	\$429.09	\$70.91	85.82%	\$500.00	
E 206-00000-433 Dues and Subscriptions	\$7,178.82	\$7,179.00	\$7,187.58	-\$8.58	100.12%	\$8,084.00	
E 206-00000-438 Meeting & Education	\$46.98	\$100.00	\$202.64	-\$102.64	202.64%	\$100.00	
E 206-00000-721 Transfer Out	\$200,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$208,082.50	\$27,779.00	\$23,659.47	\$4,119.53		\$8,684.00	
FUND 206 ECONOMIC DEVELOPMENT AUTHOR	\$208,082.50	\$27,779.00	\$23,659.47	\$4,119.53		\$8,684.00	
FUND 207 EDA REVOLVING LOAN FUND							
Dept 00000 No Department							
E 207-00000-430 Miscellaneous (GENERAL)	-\$75.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 207-00000-450 Loan Forgiveness	\$515.80	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 207-00000-497 EDA Loan Issuance	\$0.00	\$0.00	\$15,094.86	-\$15,094.86	0.00%	\$0.00	
E 207-00000-498 Loan Payment to Blue Earth	\$510.38	\$100.00	\$778.89	-\$678.89	778.89%	\$1,206.00	
E 207-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$951.18	\$100.00	\$15,873.75	-\$15,773.75		\$1,206.00	
FUND 207 EDA REVOLVING LOAN FUND	\$951.18	\$100.00	\$15,873.75	-\$15,773.75		\$1,206.00	
FUND 208 ACCOUNT TO CLOSE FOR PARKWAY							
Dept 00000 No Department							
E 208-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
FUND 208 ACCOUNT TO CLOSE FOR PARKWAY	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
FUND 221 TAX INCREMENT DIST. 1-2 CEDAR							
Dept 00000 No Department							
E 221-00000-300 Professional Svcs (GENERAL)	\$1,000.00	\$1,000.00	\$1,053.21	-\$53.21	105.32%	\$1,054.00	
E 221-00000-352 Publications	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 221-00000-442 Tax Increment Payment	\$93,591.32	\$88,087.00	\$98,810.22	-\$10,723.22	112.17%	\$94,592.00	
E 221-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$94,591.32	\$89,087.00	\$99,863.43	-\$10,776.43		\$95,646.00	
FUND 221 TAX INCREMENT DIST. 1-2 CEDAR	\$94,591.32	\$89,087.00	\$99,863.43	-\$10,776.43		\$95,646.00	
FUND 222 TAX ABATEMENT-AUTUMN WIND							
Dept 00000 No Department							
E 222-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 222-00000-443 Tax Abatement Payment	\$31,923.33	\$31,924.00	\$0.00	\$31,924.00	0.00%	\$35,094.00	
Dept 00000 No Department	\$31,923.33	\$31,924.00	\$0.00	\$31,924.00		\$35,094.00	

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Account Descr	2022 Amt	2023 Budget	YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
FUND 222 TAX ABATEMENT-AUTUMN WIND	\$31,923.33	\$31,924.00	\$0.00	\$31,924.00		\$35,094.00	
FUND 223 TIF #3 704-708 PARKWAY AVE							
Dept 00000 No Department							
E 223-00000-430 Miscellaneous (GENERAL)	\$1,000.00	\$1,000.00	\$1,053.22	-\$53.22	105.32%	\$1,054.00	
E 223-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$1,000.00	\$1,000.00	\$1,053.22	-\$53.22		\$1,054.00	
FUND 223 TIF #3 704-708 PARKWAY AVE	\$1,000.00	\$1,000.00	\$1,053.22	-\$53.22		\$1,054.00	
FUND 250 AMERICA RESCUE PLAN							
Dept 00000 No Department							
E 250-00000-210 Operating Supplies (GENERAL)	\$0.00	\$337,354.00	\$153,303.29	\$184,050.71	45.44%	\$0.00	
E 250-00000-721 Transfer Out	\$0.00	\$0.00	\$99,690.00	-\$99,690.00	0.00%	\$0.00	
Dept 00000 No Department	\$0.00	\$337,354.00	\$252,993.29	\$84,360.71		\$0.00	
FUND 250 AMERICA RESCUE PLAN	\$0.00	\$337,354.00	\$252,993.29	\$84,360.71		\$0.00	
FUND 326 PFA							
Dept 00000 No Department							
E 326-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 326-00000-601 Debt Srv Bond Principal	\$28,000.00	\$28,000.00	\$28,000.00	\$0.00	100.00%	\$28,000.00	
E 326-00000-611 Bond Interest	\$4,337.52	\$3,878.00	\$3,877.48	\$0.52	99.99%	\$3,418.00	
E 326-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$32,337.52	\$31,878.00	\$31,877.48	\$0.52		\$31,418.00	
FUND 326 PFA	\$32,337.52	\$31,878.00	\$31,877.48	\$0.52		\$31,418.00	
FUND 330 2ND, LINDA, STORM 2017A CROSSO							
Dept 00000 No Department							
E 330-00000-300 Professional Svcs (GENERAL)	\$435.00	\$435.00	\$435.00	\$0.00	100.00%	\$435.00	
E 330-00000-430 Miscellaneous (GENERAL)	\$495.00	\$495.00	\$495.00	\$0.00	100.00%	\$495.00	
E 330-00000-601 Debt Srv Bond Principal	\$55,000.00	\$55,000.00	\$55,000.00	\$0.00	100.00%	\$60,000.00	
E 330-00000-611 Bond Interest	\$9,656.25	\$8,639.00	\$8,638.75	\$0.25	100.00%	\$8,130.00	
E 330-00000-730 Cost of Issuance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$65,586.25	\$64,569.00	\$64,568.75	\$0.25		\$69,060.00	
FUND 330 2ND, LINDA, STORM 2017A CROSSO	\$65,586.25	\$64,569.00	\$64,568.75	\$0.25		\$69,060.00	
FUND 331 CSAH 27/AGENCY ST 2021A							
Dept 00000 No Department							
E 331-00000-300 Professional Svcs (GENERAL)	\$750.00	\$750.00	\$500.00	\$250.00	66.67%	\$750.00	
E 331-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 331-00000-601 Debt Srv Bond Principal	\$0.00	\$80,000.00	\$80,000.00	\$0.00	100.00%	\$80,000.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
E 331-00000-611 Bond Interest	\$16,613.35	\$14,080.00	\$14,080.00	\$0.00	100.00%	\$18,390.00	
Dept 00000 No Department	\$17,363.35	\$94,830.00	\$94,580.00	\$250.00		\$99,140.00	
FUND 331 CSAH 27/AGENCY ST 2021A	\$17,363.35	\$94,830.00	\$94,580.00	\$250.00		\$99,140.00	
FUND 332 FACILITIES 2021B							
Dept 00000 No Department							
E 332-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$300.00	-\$300.00	0.00%	\$0.00	
E 332-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 332-00000-601 Debt Srv Bond Principal	\$194,000.00	\$188,000.00	\$188,000.00	\$0.00	100.00%	\$162,000.00	
E 332-00000-611 Bond Interest	\$17,429.32	\$12,210.00	\$12,210.00	\$0.00	100.00%	\$10,285.00	
Dept 00000 No Department	\$211,429.32	\$200,210.00	\$200,510.00	-\$300.00		\$172,285.00	
FUND 332 FACILITIES 2021B	\$211,429.32	\$200,210.00	\$200,510.00	-\$300.00		\$172,285.00	
FUND 335 WATER TOWER REHAB 2023							
Dept 00000 No Department							
E 335-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$6,242.50	-\$6,242.50	0.00%	\$0.00	
E 335-00000-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 335-00000-611 Bond Interest	\$0.00	\$0.00	\$9,047.50	-\$9,047.50	0.00%	\$0.00	
Dept 00000 No Department	\$0.00	\$0.00	\$15,290.00	-\$15,290.00		\$0.00	
FUND 335 WATER TOWER REHAB 2023	\$0.00	\$0.00	\$15,290.00	-\$15,290.00		\$0.00	
FUND 431 AGENCY RECONSTRUCTION-CSAH 27							
Dept 00000 No Department							
E 431-00000-300 Professional Svcs (GENERAL)	\$126,157.45	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 431-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 431-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 431-00000-730 Cost of Issuance	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$126,157.45	\$0.00	\$0.00	\$0.00		\$0.00	
FUND 431 AGENCY RECONSTRUCTION-CSAH 2	\$126,157.45	\$0.00	\$0.00	\$0.00		\$0.00	
FUND 435 WATER TOWER REHAB							
Dept 00000 No Department							
E 435-00000-300 Professional Svcs (GENERAL)	\$18,371.50	\$0.00	\$271,954.00	-\$271,954.00	0.00%	\$0.00	
E 435-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$18,371.50	\$0.00	\$271,954.00	-\$271,954.00		\$0.00	
FUND 435 WATER TOWER REHAB	\$18,371.50	\$0.00	\$271,954.00	-\$271,954.00		\$0.00	
FUND 601 WATER FUND							
Dept 00000 No Department							

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Account Descr	2022 Amt	2023 Budget	2023 YTD Armt	2023 Balance	%YTD Budget	2024 Budget	UnderLine
E 601-00000-100 Wages and Salaries (GENER	\$98,204.53	\$116,597.00	\$120,722.80	-\$4,125.80	103.54%	\$127,328.00	
E 601-00000-121 PERA	\$7,304.66	\$8,745.00	\$9,096.63	-\$351.63	104.02%	\$9,550.00	
E 601-00000-122 FICA	\$5,374.95	\$7,229.00	\$6,624.85	\$604.15	91.64%	\$7,894.00	
E 601-00000-123 Medicare	\$1,257.03	\$1,691.00	\$1,549.36	\$141.64	91.62%	\$1,846.00	
E 601-00000-131 Employer Paid Health	\$20,687.82	\$23,073.00	\$19,997.34	\$3,075.66	86.67%	\$30,377.00	
E 601-00000-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-133 Employer Paid Dental	\$945.81	\$1,237.00	\$1,340.29	-\$103.29	108.35%	\$2,399.00	
E 601-00000-142 Unemployment Benefit Paym	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-151 Work Comp Premium	\$0.00	\$4,793.00	\$11,151.75	-\$6,358.75	232.67%	\$11,299.00	
E 601-00000-190 Pension Expense	\$7,341.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-210 Operating Supplies (GENERA	\$52,866.21	\$40,000.00	\$68,310.75	-\$28,310.75	170.78%	\$55,000.00	
E 601-00000-212 Fuel	\$1,022.06	\$850.00	\$1,224.54	-\$374.54	144.06%	\$1,000.00	
E 601-00000-220 Repair/Maint Supply (GENER	\$19,229.21	\$22,000.00	\$9,431.75	\$12,568.25	42.87%	\$22,000.00	
E 601-00000-300 Professional Svcs (GENERAL)	\$26,751.24	\$30,000.00	\$10,847.76	\$19,152.24	36.16%	\$30,000.00	
E 601-00000-320 Communications (GENERAL)	\$5,717.13	\$4,000.00	\$6,002.55	-\$2,002.55	150.06%	\$4,000.00	
E 601-00000-362 Property & Liability Ins	\$25,373.32	\$5,754.00	\$18,102.88	-\$12,348.88	314.61%	\$12,452.00	
E 601-00000-381 Electric Utilities	\$22,774.45	\$18,000.00	\$27,581.66	-\$9,581.66	153.23%	\$23,000.00	
E 601-00000-383 Gas Utility	\$2,536.50	\$2,000.00	\$1,307.58	\$692.42	65.38%	\$2,500.00	
E 601-00000-420 Depreciation	\$55,942.66	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-430 Miscellaneous (GENERAL)	\$84.99	\$0.00	\$759.78	-\$759.78	0.00%	\$0.00	
E 601-00000-433 Dues and Subscriptions	\$365.00	\$400.00	\$433.00	-\$33.00	108.25%	\$500.00	
E 601-00000-437 Clothing Allowance	\$625.03	\$700.00	\$858.01	-\$158.01	122.57%	\$750.00	
E 601-00000-438 Meeting & Education	\$1,596.50	\$2,500.00	\$18.00	\$2,482.00	0.72%	\$2,500.00	
E 601-00000-439 Refund & Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-441 State Sales Tax	\$600.64	\$600.00	\$5,232.00	-\$4,632.00	872.00%	\$0.00	
E 601-00000-444 County Sales Tax	\$123.00	\$101.00	\$478.00	-\$377.00	473.27%	\$150.00	
E 601-00000-499 Amortization Expense	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-510 Capital Outlay-Actual Expens	\$20,614.16	\$11,000.00	\$50,971.99	-\$39,971.99	463.38%	\$11,000.00	
E 601-00000-550 Capital Outlay - Set Aside	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$10,000.00	
E 601-00000-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-611 Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-721 Transfer Out	\$50,000.00	\$118,009.00	\$49,999.99	\$68,009.01	42.37%	\$176,849.00	
Dept 00000 No Department	\$427,337.90	\$429,279.00	\$422,043.26	\$7,235.74		\$542,394.00	
FUND 601 WATER FUND	\$427,337.90	\$429,279.00	\$422,043.26	\$7,235.74		\$542,394.00	
FUND 602 SEWER FUND							
Dept 00000 No Department							
E 602-00000-100 Wages and Salaries (GENER	\$98,153.45	\$116,597.00	\$120,697.39	-\$4,100.39	103.52%	\$127,328.00	
E 602-00000-121 PERA	\$7,300.73	\$8,745.00	\$9,094.53	-\$349.53	104.00%	\$9,550.00	
E 602-00000-122 FICA	\$5,372.08	\$7,229.00	\$6,623.46	\$605.54	91.62%	\$7,894.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
E 602-00000-123 Medicare	\$1,256.40	\$1,691.00	\$1,549.03	\$141.97	91.60%	\$1,846.00	
E 602-00000-131 Employer Paid Health	\$20,687.87	\$23,073.00	\$19,997.33	\$3,075.67	86.67%	\$30,377.00	
E 602-00000-132 Employer Paid Health Saving	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-133 Employer Paid Dental	\$945.81	\$1,237.00	\$1,340.27	-\$103.27	108.35%	\$2,399.00	
E 602-00000-151 Work Comp Premium	\$0.00	\$4,793.00	\$11,151.75	-\$6,358.75	232.67%	\$11,299.00	
E 602-00000-190 Pension Expense	\$6,899.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-210 Operating Supplies (GENERAL)	\$7,964.35	\$6,600.00	\$5,529.79	\$1,070.21	83.78%	\$7,000.00	
E 602-00000-212 Fuel	\$895.53	\$1,000.00	\$982.63	\$17.37	98.26%	\$1,000.00	
E 602-00000-220 Repair/Maint Supply (GENERAL)	\$18,697.95	\$16,000.00	\$10,507.80	\$5,492.20	65.67%	\$18,000.00	
E 602-00000-300 Professional Svcs (GENERAL)	\$35,810.43	\$33,000.00	\$31,625.85	\$1,374.15	95.84%	\$35,000.00	
E 602-00000-320 Communications (GENERAL)	\$3,994.72	\$3,500.00	\$4,067.95	-\$567.95	116.23%	\$4,000.00	
E 602-00000-362 Property & Liability Ins	\$25,373.32	\$5,754.00	\$18,102.88	-\$12,348.88	314.61%	\$12,452.00	
E 602-00000-381 Electric Utilities	\$10,200.82	\$10,000.00	\$11,123.07	-\$1,123.07	111.23%	\$12,000.00	
E 602-00000-383 Gas Utility	\$1,796.09	\$1,200.00	\$825.42	\$374.58	68.79%	\$2,000.00	
E 602-00000-385 Mankato User Charge Fee	\$202,982.16	\$263,331.00	\$203,092.16	\$60,238.84	77.12%	\$218,324.00	
E 602-00000-420 Depreciation	\$46,467.24	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-430 Miscellaneous (GENERAL)	\$84.99	\$0.00	\$759.78	-\$759.78	0.00%	\$0.00	
E 602-00000-433 Dues and Subscriptions	\$23.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-437 Clothing Allowance	\$617.72	\$700.00	\$858.04	-\$158.04	122.58%	\$750.00	
E 602-00000-438 Meeting & Education	\$10.00	\$2,500.00	\$888.09	\$1,611.91	35.52%	\$2,500.00	
E 602-00000-439 Refund & Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 602-00000-510 Capital Outlay-Actual Expens	\$0.00	\$11,000.00	\$11,004.00	-\$4.00	100.04%	\$11,000.00	
E 602-00000-550 Capital Outlay - Set Aside	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$10,000.00	
E 602-00000-721 Transfer Out	\$350,000.00	\$50,000.00	\$50,000.00	\$0.00	100.00%	\$50,000.00	
Dept 00000 No Department	\$845,533.66	\$577,950.00	\$519,821.22	\$58,128.78		\$574,719.00	
FUND 602 SEWER FUND	\$845,533.66	\$577,950.00	\$519,821.22	\$58,128.78		\$574,719.00	
	\$4,253,156.41	\$4,159,050.00	\$3,737,054.87	\$421,995.13		\$4,284,880.00	

Payroll Name	Position ID	COMP TIME_Earned	COMP TIME_Taken	Comp Time Balance	SICK_Earned	SICK_Taken	Sick Balance	VACATION_Earned	VACATION_Taken	Vacation Balance	Total time off in 2023	Convert to Days Off
Adomabee, Olivia	JGP000206	0.00	0.00	9.00	55.95	(10.25)	45.84	23.10	(11.75)	11.66	(22.00)	-2.75
Auringer, Mandy L	JGP000165	0.00	(22.75)	.76	95.94	(14.25)	264.02	79.82	(97.00)	47.78	(134.00)	-16.75
Beckmann, Jacob Donald	JGP000204	0.00	(41.00)	40.00	73.80	(7.25)	70.24	30.80	(9.00)	23.34	(57.25)	-7.15625
Bromeland, Jennifer J	JGP000144	0.00	0.00	0.00	95.94	0.00	569.01	156.84	(114.75)	196.10	(114.75)	-14.34375
Hartman, Andrew R	JGP000148	0.00	(52.75)	5.29	95.94	(105.50)	4.13	79.82	(116.00)	11.01	(274.25)	-34.28125
Nicklay, Michael L	JGP000170	0.00	(97.50)	38.91	95.94	(65.75)	91.33	79.82	(77.75)	53.71	(241.00)	-30.125
Rausch, Kerry L	JGP000105	0.00	0.00	0.00	95.94	(93.75)	694.05	212.03	(213.75)	152.81	(307.50)	-38.4375
Ruel, Nathan W	JGP000203	0.00	(97.75)	36.31	95.94	(48.00)	55.32	41.57	(20.00)	26.18	(165.75)	-20.71875