

**CITY OF EAGLE LAKE**  
**JULY 10, 2023**  
**CITY COUNCIL MEETING AGENDA**  
**705 Parkway Avenue at 6:00 P.M.**

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](mailto:krausch@eaglelakemn.com) or [jbromeland@eaglelakemn.com](mailto: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 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**

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- City Council Meeting Minutes of June 5, 2023, June 12, 2023, and June 30, 2023

**CONSENT AGENDA**

1. Monthly Bills	Pg. 20	2. Treasurer’s Report	Pg.
3. Police Report	Pg. 98	4. Fire Report	Pg.102
5. Public Works Report	Pg. 104	6. Building and Zoning Permits	Pg.105
7. Gambling Report	Pg. 106	8. Res. 2023-32 Mastin Resignation from Fire Department	Pg.108
9. Res. 2023-33 Accept Donations for Park Pavilion	Pg. 109		

**PUBLIC HEARING**

1. Amendment to Chapter 18 of City Code related to Storm Water Drainage Utility Pg. 110

## PRESENTATIONS

1. Bradley Van Deise with Eide Bailly: Annual Audit Presentation Pg. 133
2. Chris Kennedy, City Attorney: Moratorium, ROW Ordinance, Indemnity Agreement, Pocket Bikes Pg. 156
3. Mike Guentzel with Citizens Against the Motorsports Park (CAMP) Pg. 157
4. Roger Bechel, 308 S. Agency Street: Fiber Installation Complaint Pg. 158
5. Nick Sorenson with Consolidated Communications: Fiber Build Update Pg. 159
6. David Wing, District Outreach Representative with Congressman Brad Finstad's Office: Outreach and Introduction Pg. 160

## OLD BUSINESS

### NEW BUSINESS

1. Police Department Staffing Challenges and Police Chief Recommendation Pg. 161
2. Amendments to City Code Chapter 18 Related to Storm Water Drainage Utility Pg. 170
3. Necessary Accessories for New F-250 for Public Works Department Pg. 172
4. Schedule Public Hearing for Interim Ordinance Related to Cannabis Pg. 176
5. Pay Application No. 1 for Water Tower Rehab Project Pg. 181
6. Draw Request No. 2 for Fox Meadows Housing Development Cash Escrow Pg. 185

## OTHER

### CITY ADMINISTRATOR REPORT

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1. Upcoming Budget Work Session: Tuesday, August 8<sup>th</sup> at 6 pm at City Hall
2. 2024 Capital Budget Request Submitted to MMB for Water Treatment Improvements Project
3. Update on Siren Replacement at Fire Hall and Timeframe for Installation
4. Upcoming Music on Parkway: July 13<sup>th</sup> from 6-9 pm at Lake Eagle Park
5. Lead Service Line Inventory and Technical Assistance Application to MDH
6. YTD Expenditure and Revenue Worksheet as of June 30<sup>th</sup>

## COUNCIL MEMBER REPORTS

### ANNOUNCEMENTS

- Next Regular **City Council** Meeting – August 7, 2023 at 6:00 PM, City Hall-Council Chambers, 705 Parkway Ave
- **Special City Council** Meeting – August 8, 2023 at 6:00 PM, City Hall-Council Chambers, 705 Parkway Avenue
- Next Regular **EDA** Meeting – July 27, 2023 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Park Board** Meeting – July 13, 2023 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Planning Commission** Meeting – July 17, 2023 at 6:00 PM, City Hall-Council Chambers, 705 Parkway Ave

## ADJOURNMENT

**CITY OF EAGLE LAKE  
CITY COUNCIL MEETING  
JUNE 5, 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, John Whittington, and Mayor Lisa Norton.
- Staff present: City Administrator Jennifer Bromeland, Public Works Director Andrew Hartman, Fire Chief Vern Simpson, and Deputy Clerk Kerry Rausch.

**PUBLIC COMMENTS**

- None

**APPROVAL OF THE AGENDA**

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

**APPROVAL OF MEETING MINUTES**

- Council Member White moved, seconded by Council Member Rohrich, to approve the May 1 and May 22, 2023 City Council minutes. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

**CONSENT AGENDA**

- Mayor Norton pointed out the resolution accepting donations for Music on Parkway from the Sons of the American Legion and Jeremy Horkey and thanked them for their donations. Mayor Norton also expressed thanks to the Tator Days committee for their hard work.
- Council Member Whittington 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
  - Tator Days Contiguous Area Permits
  - Res. 2023-28 Donations for Music on Parkway
  - Tator Days Parade Permit and Goofy Goat Farm Update Post-Parade Activity
- The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

**PUBLIC HEARING**

- None

**PRESENTATIONS**

1. Julie Blackburn with ISG: Annual MS4 Presentation
  - Ms. Blackburn with ISG explained that the City is required as an MS4 city to hold an annual public meeting as part of the annual requirement of the MS4 permit, to provide an opportunity for interested residents to

learn about the City's efforts to address the required 6 Minimum Control Measures and to receive comments from the public on the stormwater program. The City of Eagle Lake is regulated by the MS4 (Municipal Separate Storm Sewer System) and the NPDES (National Pollutant Discharge Elimination System) law. As part of the NPDES law, the city falls under the municipal category and needs to include construction.

- According to the EPA, municipal storm water is one of the leading causes of water pollution. Storm water includes snowmelt and rain that flows over land and does not infiltrate. Stormwater carries all that it picks up as it flows across surfaces and enters the surface water, such as ponds, lakes and streams.
  - There are six (6) minimum control measures (MCM) the City needs to abide by. These include Public Education, Public Participation and Involvement, Illicit Discharge and Elimination, Construction Site Storm Water Runoff, Post-Construction Stormwater, and Pollution Prevention and Good Housekeeping for Municipal Operations. The City has ordinances, check lists, and maps have been developed and are in place and staff receive the required training for this program.
  - Ms. Blackburn explained that the City is in compliance with all requirements, that MPCA has recommended slight adjustments to Chapter 18 of City Code to clarify the details of how the City of Eagle Lake is meeting requirements, that draft ordinance language has been provided for Council review, and that a public hearing for the July 10<sup>th</sup> City Council meeting was recommended.
  - Ms. Blackburn reviewed with the City Council the proposed ordinance changes in Chapter 18 of City Code, which more accurately reflect the current process. Included in the recommended changes is Section 18.0207 (a) Process: the developer is responsible for submitting storm water management plans to the zoning administration and transmitted to the city engineer. (d) Performance bond or letter of credit states the applicant shall enter into a developer's agreement with the city. Section iii. States that any requirements related to off-site treatment will be outlined in a developer's agreement. Section 18.0209 (d) (1) states it is the intent of the City of Eagle Lake to own all stormwater infrastructure. Only in the event of extraordinary circumstances will private facilities be permitted. Specific requirements regarding maintenance, access, and inspections will be outlined in the developer's agreement that meets all requirements outlined in this chapter and the MCM 5 legal mechanism requirements identified in the Minnesota Pollution Control Agency MS4 general permit. In all cases, stormwater infrastructure must meet the design, rate, and water quality standards outlined in this chapter.
  - Council discussion included if the word planning needs to be included in Section 18.0207 Plan review procedure proposed change. Also discussed is the desire to have a template which can be used for future developer's agreements. Administrator Bromeland explained that the Fox Meadows developer's agreement has this language which will be used for future developer's agreements.
2. Mike Kennedy, City Insurance Agent with AIA: P & C Insurance Renewal and Updates
- Administrator Bromeland explained that the League of Minnesota Cities conducted a recent appraisal which includes buildings and structures, contents and machinery, and equipment. The updated values that resulted from the recent survey will have a significant impact on premiums and will be higher than what we have seen in recent years. Because of the timing of the survey and renewal schedule, the increase in values were not known when the 2023 budget was set. An increase in property and casualty premiums will be factored into the 2024 budget resulting in a noticeable increase. It was noted that LMCIT indicated that the next survey will take place in six years.
  - Mr. Kennedy stated the City should look at the value of vehicles. He also explained there are not traditional insurance carriers who provide this type of coverage for the city to be able to look elsewhere for insurance, so the best options to reduce premium cost is to consider increasing deductibles. Mr. Kennedy stated it is possible for the city to see a 25% increase in premiums, some of which is due to claims and the cost of construction.



## **OLD BUSINESS**

### **1. Request for Release of Escrow for Eagle Ridge, Phase II**

- Administrator Bromeland explained that since the May 1<sup>st</sup> meeting, the hydroseeding and curb patch work has been completed. City staff has been in contact with the developer to advise of concerns with a fissure and erosion involving the pond due to heavy rains and request that the fissure be repaired and erosion control blankets be installed. The developer was given until May 1<sup>st</sup> to complete all necessary corrective action work required for the city to release the remaining cash escrow balance which is \$47,067.50.
- Brian Sarff, with Bolton and Menk, stated that last month the developer added dirt to the boulevard and that the area is not a finished look and that grass has started to grow. He also stated there are warranty issues, the sidewalk/driveway restoration relating to the sanitary sewer issue. The developer is working on this restoration. When asked by Council, Mr. Sarff stated that the developer has substantially completed what was asked of him.
- Council Member Steinberg moved, seconded by Council Member White, to release the remaining \$47,067.50 of escrow funds to KJ Walk.
- Discussion included the desire to time the release of the escrow funds in conjunction with the final work completion.
- The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

## **NEW BUSINESS**

### **1. Re-Evaluate Mosquito Spraying for Summer 2023**

- Administrator Bromeland explained that pricing for mosquito control was presented at the April 3<sup>rd</sup> City Council meeting. Discussion included measuring the effectiveness of the treatments and feedback received in recent years from residents concerned about the negative impact on pollinators. Ultimately, a motion was made to not do any regular spraying for mosquitoes in 2023 and re-evaluate as needed.
- With a wetter than normal spring, Administrator Bromeland stated mosquitoes are out in full force. This has generated inquiries from residents asking if the city will be spraying for mosquitoes as it has done in recent years.
- Staff has inquired with Clarke to learn more about measuring the effectiveness of mosquito control City staff was advised that we could set up automatic traps that count mosquitoes and send bank data in real-time (cellular) to see what mosquito populations are at any given time. This can be used to prove or disprove whether the spray is working. The charge for setting traps and monitoring is approximately \$2,000 per season per trap.
- City staff has confirmed with Clarke that they are able to work Eagle Lake back into the schedule. They propose keeping the original number of treatments and spraying two weeks in a row to get ahead of mosquitoes. A regular schedule of sprays is recommended versus spraying in advance of special events only or just at the parks. It was suggested that if there is only an interest in spraying in advance of special events that a backpack fogger be used instead of a spray due to the fogger leaving a residual that will remain for approximately 7-10 days. With the product that is sprayed from the truck, once it is no longer in the air, it is no longer viable and disintegrates into the environment. This was discussed in 2022 when the pollinator questions was posed. At that time, Clarke indicated that they treat at a time when the pollinators are not present (in their hives generally or in the ground) and that once the product is no longer in the air, it is not a threat to pollinators.
- Council discussion included several of the council members stating they have been contacted by residents, some in favor of spraying and some opposed. The emails received by the City were overwhelmingly in support of spraying. The desire to make sure the parks are sprayed along their trails was expressed.

- Council Member Rohrich stated that Total Lawn Care & Landscape also provides this service and could be looked at next year.
  - Council Member White expressed his opposition to spraying.
  - Jim Beal, 420 Owl Lane, stated that his neighborhood has several ponds and that he feels the spraying for mosquitoes is effective and asked if the City could look into treating the ponds.
  - Council Member Steinberg moved, seconded by Mayor Norton, to contract with Clarke to spray for mosquitoes.
  - Council discussion included the desire to include the spraying of parks along the trails and the need to follow up with residents who expressed interest in spraying to determine if they noticed a difference.
  - The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Norton voting in favor. Council Member White voted in opposition.
  - Administrator Bromeland stated the City has 25 acres of ponds and 427 catch basins and when checking into cost of larval control treatment for these areas in 2022, it was determined cost prohibitive.
  - Mayor Norton asked to include the cost of treating ponds on a future agenda.
2. Proposal for GIS Site Location Analysis/Study for New Fire Hall
- Administrator Bromeland explained that according to Five Bugles Design, Station Location Studies are generally developed based on the following considerations: using GIS mapping to create response time polygons based on 3-5 years of past National Fire Incident Reporting System (NFIRS) data; ability of the department to meet National Fire Protection Association 1720 (volunteer) requirements; the City's planned future growth documents; Insurance Services Office (ISO) rating of the City; and other potential issues specific to the community (e.g., railroad, highway, etc.).
  - Administrator Bromeland provided background information stating that \$5,000 was allocated in the 2023 fire department budget for the purpose of conducting an analysis to determine the best location for a new fire hall. A meeting was recently held with the Fire Chief, Assistant Chiefs, the Mayor, herself, and representatives from Five Bugles Design to talk about next steps to undertake a GIS study.
  - Council Member Steinberg moved, seconded by Council Member White, to accept the proposal from Five Bugles Design for a GIS study. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.
3. Undertaking and Escrow Agreement for Fox Meadows Housing Development
- Administrator Bromeland stated before Council is an Undertaking and Escrow Agreement for the Fox Meadows Housing Development. As per the Developer's Agreement between Fox Meadow Townhomes LLC and the City of Eagle Lake, the developer is responsible for providing financial security to the City for the cost of improvements, including but not limited to site grading, streets, curbs, and gutters, sanitary sewer, watermain, storm water drainage and management facilities, utilities, etc. The purpose of the Undertaking and Escrow Agreement is to define and outline the obligations and duties of all parties involved as it relates to the opening of escrow, distribution from the escrow funds, escrow agent, and other miscellaneous provision. The agreement has been reviewed and approved by the City Attorney. The developer has delivered into escrow the total sum of \$2,976,387.54. The money is being invested in a federally insured, separate, interest-bearing account with Cornerstone State Bank.
  - Council member Steinberg moved, seconded by Council Member White, to authorize the Mayor and City Administrator to execute the Undertaking and Escrow Agreement on behalf of the City of Eagle Lake. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

4. Withdrawal Request #1 for Distribution from Escrow Funds for Fox Meadows Housing Development
  - Administrator Bromeland explained that before Council is Withdrawal Request #1 for distribution from the escrow funds for the Fox Meadows Housing Development. The request is in the amount of \$1,064,304.57. Brian Sarff with Bolton and Menk has reviewed the request and recommends that the escrow funds be released as requested.
  - Council Member White moved, seconded by Council Member Steinberg, to authorize the release of Withdrawal Request #1 in the amount of \$1,064,304.57 to the developer. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.
5. Placement of Sidewalks on Blace Avenue East in Fox Meadows Housing Development
  - Administrator Bromeland explained that discussion took place at the April 3<sup>rd</sup> City Council meeting about placement of the sidewalk along Blace Avenue East in the Fox Meadows Housing Development. It was determined at that time that a future meeting be set up with the developer and adjacent property owner to re-evaluate placement of the sidewalk on the south side of Blace Avenue in the Fox Meadows Housing Development.
  - Administrator Bromeland, Troy Schrom (developer), Eugene and Kip Bruender (property owner), and Brian Sarff met on May 9<sup>th</sup> to discuss relocation of the sidewalk from the north side of Blace Avenue East to the south side of Blace Avenue East. The outcome of that meeting was that all parties are agreeable to relocating the sidewalk to the south side of Blace Avenue East with the understanding that pricing will need to be obtained for pedestrian ramps and cost-sharing determined between the City and developer. As of tonight's meeting, no pricing has been provided to the City.
  - Brian Sarff stated there is a 66-foot right-of-way but due to alignment of Blace Avenue East with Blace Avenue to the west of Agency Street, there is a smaller right-of-way on the north side which would cause the sidewalk to be very close to the curb. Moving the sidewalk to the south side of the road would be better. Mr. Sarff stated he has not priced pedestrian ramps but estimated it would cost less than \$10,000.
  - Council discussion included the desire to have pedestrian ramp cost information prior to determining cost-sharing.
  - Council Member Whittington asked about wetlands with Mr. Sarff explaining that if a wetland would be removed, the developer would need to purchase wetland credits.
6. Amendment to Personnel Policy Adding Juneteenth as a Holiday in 2023
  - Administrator Bromeland explained that Governor Tim Walz signed a bill to establish Juneteenth as a state-recognized holiday. This holiday is to recognize the date on which slavery was abolished in the United States. Public business cannot be conducted on June 19<sup>th</sup> in observance of the holiday. The new law was scheduled to go into effect on August 1, 2023, however, the bill signed into law this session changed the effective date to make the new holiday effective before June 19 of 2023, requiring that the day be observed.
  - Council Member White moved, seconded by Council Member Rohrich, to amend the City's Personnel Policy to reflect the June 19<sup>th</sup> holiday beginning in June of 2023. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.
7. Burgess Cemetery Request
  - Administrator Bromeland explained that a request was received from Jim Anderson, past member of the former Eagle Lake Church of Christ, asking that the City of Eagle Lake take over the Burgess Cemetery, which is in the southwest corner of city limits off 598<sup>th</sup> Avenue. According to Mr. Anderson, the church owned the cemetery but has no finances left to take care of it. Mr. Anderson said that someone has been volunteering their time mowing the cemetery the past few years but is unsure as to whom that might be. He also said that the cemetery has a lot of history and that the last interment took place in 1969.
  - Administrator Bromeland went on to state that a letter was received from the City Attorney advising of issues the City Council should take into consideration when deliberating the request.



- Some of the considerations that should be given include that Minnesota Statute 471.84 allows for a city to take over a cemetery but it also implies that these would be working cemeteries, which Burgess is not. There are funds available to be used on the cemetery limited to \$10,000 a year, which would most likely cover just maintenance. There is no indication as to who owns the cemetery and there is not an entity to gift it to the city nor is there an entity from whom the city could buy the property. This means that in order for the city to acquire the property it would need to be condemned. That process would be lengthy and costly. It does not appear that the parties that have contacted the city have any ownership interest in the property. If the City funds a cemetery, there is a requirement that it be open to all citizens and that the plots are not restricted to a particular group or religion. The Burgess cemetery is not a working cemetery, there has not been an interment since 1969 and there is no reason to believe that that status is going to change. It is also likely that any person that was interred in the cemetery either was a member of or shared the beliefs of the Eagle Lake Church of Christ, so it is unlikely the cemetery was open to all.
- Council discussion included per Mr. Kennedy's information, that the City is not able to take over the cemetery and that Mr. Anderson could contact professional cemetery services.
- Mr. Beal, 420 Owl Lane, stated that Brian Hughes or Dennis Terrell may have information about this cemetery.

#### 8. Utility Billing Complaint

- Administrator Bromeland explained that a utility billing complaint has been received from a water customer at 100 Blace Avenue alleging that the billing for water and sewer service for the month of April 2023 has been excessive and that it is not possible to have used that much water. The water customer submitted a written complaint and is requesting that the \$662.43 bill be reduced to the average usage. Included with the complaint are notes from the plumber that was hired by the utility customer along with a copy of a billing history summary showing the discrepancy between the average monthly billing amount and the amount incurred for April's usage.
- Administrator Bromeland stated the City's utility billing clerk has provided that the customers average water usage is approximately 1,800 gallons per month. During the month of April 2023, the meter showed a usage of 40,063 gallons. The Public Works Department switched out the meter with a new meter and sent the old meter to be tested by a 3<sup>rd</sup> party.
- Administrator Bromeland explained that Section 8.040 of City Code states that if a water consumer files with the City Council a written complaint alleging that the billing for water and sewer service has been excessive, the Council shall cause to have the water meter checked by competent personnel. If the meter check results in a determination that the meter is accurate, the water consumer shall pay for the cost of said water meter check and shall be responsible for payment of the unused balance of the billing. If there meter check results in a determination that the meter was not correct, the City shall bear the cost of such meter check and shall adjust the water billing for the consumer accordingly. Such adjustments shall be made only for a period of three months immediately preceding the filing of the written complaint by the water consumer.
- Discussion included that the Public Works department did verify the original meter read and after the new meter was installed a meter read was taken several times for the first week.
- Public Works Director Andrew Hartman stated when water meters malfunction they slow down or stop working completely.
- Council discussion included how high-water usage notifications are handled. Staff contact consumers who have higher than normal water usage.
- Council Member Whittington moved, seconded by Council Member Rohrich, to offer the consumer a payment plan and to have up to six (6) months to pay this bill while still keeping up on payments for current bills with late fees being waived for the payment plan portion.

9. Minimum Maintenance Road Repair

- Administrator Bromeland stated that before Council is an expenditure request from Public Works Director Andrew Hartman for the repair of the minimum maintenance road on 211<sup>th</sup> Street between 598<sup>th</sup> Avenue and CR-27. Included with the request is an estimate from Bruender Construction in the amount of \$2,214. The purpose of the estimate is to address drainage issues in this area.
- Administrator Bromeland also explained that per Brian Sarff, the City's engineer with Bolton and Menk, the pond and grading in Eagle Edge, Phase II were built according to plan.
- Mr. Sarff with Bolton and Menk stated he conducted research and that based on topography obtained from 2003 it showed that overflow flowed into the wetlands but did not show drainage from the road into the wetland. At some point between 2004-2006 a drainage channel was cut that drained the low area of the minimum maintenance road to the north into the wetland. This could have been done by the developer to try to dry the area out so in effect he improved the drainage temporarily. He did use this area for access onto his parcel. Then 20 years later he builds the pond and needs to build a berm to contain the pond, essentially restoring that areas drainage back to where it was 20 years ago. The survey that was found for that time indicates drainage going to the east and for the last 20 years it has been going to the north. That area for the past 20 years has been relatively dry but prior to 2003 it appears that that area was not draining. Mr. Sarff drove this area with the Public Works Director and stated it appears that a little bit of grading work would get this area to drain to the east have result in better flow.
- Public Works Director Harman stated this area is wetter this year due to the pressure relief valve that has been opened in this area for the water tower rehab project. He also stated that the proposed grading work would take place on the north side of the road. He also stated that J.R. Bruender has submitted a quote to trench and grade this area for \$4,214. Without improving this area, the City would not have access to dump leaves in the fall. He also stated he filled in the ruts last week.
- Fire Chief Vern Simpson commented on the road condition of this section of roadway and stated there have been accident calls to this area.
- Mr. Sarff stated the city has done a lot of maintenance to this road and that it is still a low maintenance road and that there is not much area to grade.
- Council discussion included this is a minimum maintenance road and there are road closed signs placed at both ends of this road and that driving through a road closed area is a ticketable offense.
- Administrator Bromeland asked if the City needs to get permission from the property owner. Mr. Sarff stated the City needs to contact the property owner for approval.
- Council Member Steinberg moved, seconded by Council Member White, to accept the estimate from Bruender Construction in the amount of \$4,214.
- The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

10. Johnson Street Storm Outlet

- Public Works Director Hartman explained the catch basin in the area of Southern Minnesota Inspection is not draining properly and that J.R. Bruender Construction has provided an estimate in the amount of \$4,840 to complete the repairs needed.
- Council Member White moved, seconded by Council Member Steinberg to approve the repairs. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

11. Lease Agreement for Bobcat Mower

- Public Works Director Hartman explained that the 2020 mower has been in for service and the repairs costs are adding up. He also explained that he feels the purchase of the proposed Bobcat mower will be more efficient in that it is a 2-speed. The cost to lease this equipment is \$367.45 per month with a three year lease.



Mr. Hartman also stated that he would like to replace mowers when their warranty expires, which for this Bobcat would be three years.

- Council discussion included the desire to consider the benefits of purchasing versus leasing and financing options. Administrator Bromeland explained that this purchase was not budgeted as a 2023 expense.
- Administrator Bromeland stated that when the lease documents are available the City's attorney should review prior to the City signing the lease.
- Council discussion included the desire to look into obtaining pricing information from other vendors and to look into equipment that is geared for commercial use.
- Council directed Mr. Hartman to obtain other quotes and scheduled a special city council meeting for 7:30 a.m. on Monday, June 12 to review. The goal was to obtain the needed equipment in a timely manner to avoid mowers being out of service during high demand time.

12. Park Board Recommendation for Pavilion at Lake Eagle Park

- Administrator Bromeland stated before the Council are two bids for construction of a pavilion at Lake Eagle Park. The lowest proposal received is from J.R. Murilla Construction in the amount of \$129,000, the other from Jon Schabert Construction totaling \$131,810.
- Administrator Bromeland explained the Park Board has \$118,183.37 available in its capital outlay fund. The Park Board plans to seek grant funding and sponsorships to make up the difference. The City Council has allocated \$50,000 annually for the past couple of years into parks capital outlay for this purpose. A similar request will be included with the 2024 budget to help replenish capital outlay for parks. An informational flyer will be distributed shortly to bring awareness to fundraising needs.
- Public Works Director Hartman explained that the proposed pavilion project will also include the addition of an ADA compliant restroom and a storage area. The roofline will be symmetrical and there will be counter space, outlets and lighting. He also stated it is not anticipated that the playground will not need to be closed during the construction of the pavilion.
- Administrator Bromeland explained that the City's building official has stated that because an ADA accessible restroom and an accessible sidewalk to the restroom is part of this project, the existing restrooms will not need to be upgraded.
- Council discussion included the idea of providing a sponsorship for naming rights to the pavilion.
- Council Member Rohrich moved, seconded by Council Member Whittington, to accept the recommendation of the Park Board to accept the bid from J.R. Murilla Construction for the pavilion in the amount of \$129,000. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.
- Council Member Steinberg moved, seconded by Council Member Whittington, to allow staff to seek grants and sponsorships for this project. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

13. J.R. Bruender Construction Contract for Porta-Toilet

- Administrator Bromeland explained that the City was able to negotiate a lower price for porta-toilets upon accepting a two-year agreement.
- Council Member White moved, seconded by Council Member Steinberg, to authorize staff to enter into a two-year agreement with Bruender Construction for portable toilets as needed at the park and for special events. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

14. Schedule Public Hearing to Amend Chapter 18 of City Code

- Administrator Bromeland explained that a public hearing will need to be scheduled to consider amending Chapter 18 of City Code and recommended the date of the July 10<sup>th</sup> City Council meeting.
- Council Member Steinberg moved, seconded by Council Member White, to set a public hearing for July 10<sup>th</sup> to consider amending Chapter 18 of City Code. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

15. Ballpark Advertising Policy

- Administrator Bromeland explained that the City Attorney drafted the proposed policy for ballpark advertising.
- Mayor Norton stated she would like to see religious organization or messages removed from the list of unacceptable advertising.
- Council discussion included the desire to leave proposed policy as is and if religious organizations are interested in advertising the City Council could review at that time.
- Council Member Rohrich moved, seconded by Council Member White, to approve the Ballpark Advertising Policy as presented. The motion carried with Council Members Steinberg, Rohrich, White, and Whittington voting in favor. Mayor Norton voted in opposition.

16. Amendment to City Credit Card Policy

- Administrator Bromeland explained that a Credit Card Policy was adopted at the May 1<sup>st</sup> City Council meeting. An amendment to the policy is proposed to reflect the scope of use, credit card purchases, and prohibited purchases more accurately. The original policy was reviewed by the City Attorney and the proposed revisions are based on his feedback.
- Administrator Bromeland stated that currently she and the Deputy City Clerk have been issued credit cards and that department heads could be cards if it is deemed necessary. Prior approval will be needed for purchases.
- Council Member White moved, seconded by Council Member Rohrich, to amend the credit card policy as proposed. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

**OTHER**

1. Regency of Minnesota – Demolition Status Update

- Administrator Bromeland stated she has been in contact with Kim Stumne, Regional Manager of Regency of Minnesota, Inc. regarding the demolition of uninhabitable mobile homes. Ms. Stumne indicated that demolition will begin in July and will consist of the removal of six mobile homes in 2023 and another 5 mobile homes in 2024.

2. Update from Consolidated Communications and Fiber Build Project

- Administrator Bromeland explained that Nick Sorenson, Field Operations Manager, with Consolidated Communications was unable to attend the meeting but is open to scheduling a call to answer questions the City Council might have.
- Administrator Bromeland stated that Mr. Sorenson did respond to a question about above ground pedestal any why they are not flush with grade by explaining that due to the fact that the existing pedestals contain their legacy copper and still runs telephone, tv and internet they are not able to put much of this in a below grade enclosure. He also explained that it is their goal to someday retire the old copper facilities all together but with strict Illec/Incumbent federal regulations this is a lengthy process to do. He also stated they still have a large customer base in Eagle Lake which is why they chose to include Eagle Lake in their large over build plan.

- Mayor Norton stated there have been multiple utility hits with gas lines and other internet carrier's lines. She also stated it is inappropriate for work to be done late into the evening where they are working in people's yard. Administrator Bromeland stated that work is only to be done between the hours of 7:00 a.m. and 7:00 p.m. and that Mr. Sorenson has been made aware of this situation and he said that it will not continue and that they are bringing in a new crew.
- Council Member Rohrich mentioned that when listening to the May 1<sup>st</sup> meeting recording it was stated that pedestals are being added and would like clarification since it was her thought that new pedestals should be below grade.
- Mayor Norton asked if the call for service fees for the fire department responding to hits could be increased for multiple occurrences. Administrator Bromeland stated this could be a conversation for a future meeting and that the City needs to be universal in its policy.

## **CITY ADMINISTRATOR REPORT**

1. UPWP Application for Highway 14 Corridor Study
  - At the May 22 special City Council meeting it was authorized for staff to submit an application to MAPO. Administrator Bromeland will be submitting the application and will ask for the full \$115,000 available. MnDOT will fund in rest of the Corridor Study cost.
2. Capital Budget Request for Water Treatment Plant Project
  - Administrator Bromeland stated she is researching funding options to submit for a water treatment plant. She also stated she and Mayor Norton have met with legislatures regarding this.
3. Outdoor Warning Siren at Fire Hall and Communication from Blue Earth County EMA
  - Eric Weller with South Center EMS has contacted the City stating they have funding for the City to replace the siren located at the fire hall. The new siren will be programmable to include noon and evening whistles.
4. 2024 Budget Process and Timeline
  - The budget process will begin soon, and a special meeting will be scheduled for July. The council indicated they would like to schedule two or more meetings to work on the budget and to schedule department heads at specific times to minimize overtime.
5. Rec on the Go Schedule for the Summer
  - Mankato Community Education and Recreation's schedule has been developed and it will be sent to residents via email and the city's newsletter.
6. June 15<sup>th</sup> Music on Parkway Event
  - The June event will be held at Lake Eagle Park due to the water tower rehab project.
7. Outdoor Movie
  - The outdoor moving will be held August 18<sup>th</sup> at the Eagle Lake Elementary School
8. Website Update
  - The City needs high resolution photos for the website update. Discussion included waiting on the pictures until the water tower rehab project is completed so that pictures of the new water tower design can be included on the website.

## **COUNCIL REPORTS**

1. Mayor Norton stated she will be attending the annual conference later this month and that her registration fee has been waived since she will be providing feedback about the conference.
2. Mayor Norton stated that she and Council Member Whittington attended the Greater Mankato Growth Legislative Recap forum. There were several laws passed which will affect small cities.
3. Mayor Norton stated she attended the New Commissioner meeting with Region 9 and informed the Council that they have grants for items such as generators.

**ADJOURNMENT**

- Council Member Rohrich moved, seconded by Council Member Steinberg, to adjourn the meeting at 9:21 p.m. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

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Lisa Norton, Mayor

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Kerry Rausch, Deputy Clerk

**CITY OF EAGLE LAKE  
CITY COUNCIL MEETING  
JUNE 12, 2023  
7:30 A.M.**

**CALL TO ORDER**

- Mayor Norton called the meeting to order at 7:30 a.m.

**ROLL CALL**

- Council Members present: Garrett Steinberg, Beth Rohrich, Anthony White, John Whittington, and Mayor Lisa Norton.
- Staff present: Public Works Director Andrew Hartman, Police Chief John Kopp, and City Administrator Jennifer Bromeland.

**NEW BUSINESS**

1. New Mower for Public Works Department.

- Administrator Bromeland stated that attached to the agenda was pricing obtained by Public Works Director Hartman for a new mower. It was explained that discussion took place at the June 5<sup>th</sup> City Council meeting about leasing a new Bobcat mower and the desire for multiple quotes to be obtained and whether to buy outright, lease, or finance. Administrator Bromeland stated that since the June 5<sup>th</sup> City Council meeting Public Works Director Hartman has obtained additional pricing from Arnold's in Mankato and Kibble Equipment in Mankato and that the purpose of the special meeting today was to review multiple options. It was noted that the subject mower is not scheduled to be replaced for another 5 years and that it is spending more time at the repair shop than in use for mowing. Administrator Bromeland stated that it is recommended that the City either buy outright or lease and that the current interest rate on investments should be considered when contemplating leasing.
- Public Works Director Hartman reviewed the pricing obtained from Bobcat, Arnolds, and Kibble. He explained that his preference is the two speed Bobcat mower due to it being more efficient to be able to go from point A to point B. He also stated that his preference would be a 36 month lease so that we are always covered under a warranty and that the biggest challenge right now is keeping up with repairs and the cost associated with the repairs.
- A motion was made by Council Member White, seconded by Council Member Steinberg, to approve the 36 month lease with Bobcat of Mankato for a new mower.
- Mayor Norton stated that she had some questions and specifically asked for clarification on the quotes from John Deere and noted that they were very different from each other. Public Works Hartman explained that the difference includes one having a 35 horsepower engine and another having a 25 horsepower engine. Discussion took place about each of the quotes. Council Member Rohrich asked if having a two speed is still more efficient than having a trailer to load the mower onto and haul from point A to point B. Mayor Norton acknowledged that it sounded like the consensus is to go with Bobcat but questioned whether buying outright would be a better option since the City would then have an asset versus leasing. Administrator Bromeland stated that the capital outlay fund is healthy but that the concern is that since it wasn't a budgeted expenditure for 2023, that expenditures would be skewed. Council Member Rohrich asked when the next mower needs to be replaced. Public Works Director Hartman responded that the other mower should be replaced in 2024. Council Member Whittington noted the anticipated value at the end of the 36 month lease and buyout amount. Council Member White stated that the current mowers are not best



suit for mowing at the parks and other public property and that the Bobcat mower is a better fit for what is needed.

- The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.
- Council Member Rohrich asked what will happen to the mower that will be replaced. Public Works Director Hartman said that it will be included on the July City Council meeting agenda to sell on Minn Bid.

2. Resolution Accepting Resignation of Connor Guillemette as Full-Time Officer.

- Administrator Bromeland shared that attached to the agenda was Resolution No. 2023-29, a resolution accepting the resignation of Connor Guillemette from the City of Eagle Lake Police Department. It was noted that the resignation is effective June 21, 2023.
- A motion was made by Council Member Whittington, and seconded by Council Member White, to regrettably accept the resignation of Connor Guillemette from the City of Eagle Lake Police Department, effective June 21, 2023.
- The motion was carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

3. Police Department Staffing Challenges.

- Administrator Bromeland stated that she wanted to provide a staffing update and make the City Council aware that police department staffing challenges persist. She stated that a fourth full-time officer position was added to the 2023 budget but that we aren't getting applications. She went on to note that the current staffing challenge is not unique to Eagle Lake and that as of today, there are over 150 openings on the POST board for law enforcement positions. Eagle Lake is competing against larger jurisdictions with more resources to fill positions. It was explained that across the board in law enforcement, there is a shortage of applicants and not enough people going into the profession to fill the positions needed and people exiting the field. Administrator Bromeland said that they have reached out to area colleges with law enforcement programs to share information about Eagle Lake Police Department openings and to highlight some of the advantages of working in a smaller community like Eagle Lake such as more opportunities for community policing, low crime, and proximity to Mankato. City staff continues to actively advertise for the positions. Administrator Bromeland shared that she and Chief Kopp will continue working with the Personnel Committee to try and stay on top of staffing issues and that the purpose of the staffing update is to be transparent and keep the City Council informed of staffing challenges.
- Council Member White asked about the possibility of offering sign on bonuses or incentives to retain officers.
- Administrator Bromeland responded that there will be one-time public safety money coming possibly in December to help cities like Eagle Lake be able to offer hiring and retention incentives.
- Council Member Whittington said that everything is on the table at this point and we need to look at incentives, hourly pay, working environment, areas that we can improve such as retaining and training. It was noted that Administrator Bromeland will be meeting with the officer that is leaving to find out what we can be doing better.
- Council Member Steinberg commented that he is concerned that we have a revolving door of police officers. He stated that we are next to Mankato and we should be an attractive place for officers wanting to work.
- Mayor Norton stated that we need to look at the bigger picture and focus on the positives but that at the end of the day, money talks and we need to have more competitive pay. Cities are being forced to take drastic measures and offer hiring incentives and we are not at that point but need to do something different.
- Council Member Whittington commented that pay is one factor but that looking at coverage is needed too.

- Council Member White noted that in addition to pay, what the City is offering for benefits should also be considered.
- Council Member Whittington responded that benefits mean different things to different people at different stages in their life but that he would like to see a comprehensive plan from the police chief about what is needed.
- Council Member Rohrich stated that on-call is a problem and limits police officers in having time off and away from Eagle Lake.
- Mayor Norton brought up pay and questioned whether it is enough for officers to pay for housing in Eagle Lake and whether we need to have housing incentives.
- Council Member Steinberg expressed concern with scheduling issues and asked why there are abrupt changes to the schedule. He stated that everything needs to be looked at it.
- Council Member Whittington said that not only do we need to fill the two openings we have now but what is the contingency plan if we were to lose another officer. What are the options and who can help us if we are down officers.
- Administrator Bromeland stated that there have been ongoing issues with police staffing and that it is expected that Eagle Lake is a stepping stone for new officers entering the profession but that with the demand for full-time officers many new officers now have more opportunities to go to larger departments quicker and no longer need to work in a smaller community to get experience as has been the case in recent years. It was noted that there's really no such thing as part-time officers anymore because there's such a demand for full-time officers and that there used to be a constant revolving door with part-time officers until they obtained full-time positions. It was also noted that larger departments have more opportunities for career advancement within the law enforcement profession as opposed to smaller departments such as Eagle Lake where we only have a police chief and full-time officer positions. Administrator Bromeland stated that if there is a 911 call and we don't have an officer on duty that law enforcement will respond via the emergency on-call agreement with Blue Earth County. It was explained that if we have a reduction in officers, we will see a reduction in time that squads are visible in the community patrolling.
- Council Member Rohrich commented that from a safety perspective, overtime is a concern and making sure officers are well rested.
- Mayor Norton asked if overtime is way up.
- Administrator Bromeland stated that overtime will likely be up this year overall but that it is not being purposely scheduled because we want to be mindful of and prevent burnout and make sure officers are well rested and safe and can take time off. It was explained that at the present time, overtime typically occurs when an officer is on-call and gets called in and there is an automatic two hour callout which is compensated as overtime and also in situations where an officer is involved with a call that is ongoing when their normally scheduled shift ends and they have to work longer.
- Council Member Steinberg stated that he would like a contingency plan in writing.
- Council Member Whittington said that the Police Chief is responsible for putting together a contingency plan and presenting it.
- Chief Kopp stated that his plan is to go to 12 hour shifts to get the best coverage we can with the staff that we have and that we will utilize Blue Earth County for on-call as needed. He said that he will have coverage during the busiest times when we have the most calls.
- Mayor Norton asked Chief Kopp if he had any concerns with putting together a contingency plan and presenting it to the City Council at the July 10<sup>th</sup> meeting. Chief Kopp said that wouldn't be an issue.
- Chief Kopp stated that one of his colleagues reached out and is having the same issue and that they are increasing their pay substantially.

- Council Member Whittington said that we need a recruitment, retention, and contingency plan and know what we need for coverage and have a contract with Blue Earth County for backup coverage when needed.
- Council Member Rohrich said that she'd like to see a call log to back up what is being proposed for coverage. She stated that there aren't enough officers for the demand and that we need to look at all options.
- Council Member Steinberg asked about sharing with other cities and exploring all options.
- Council Member Whittington said that we have finite resources and we need to figure out what we can do with what we have.
- Chief Kopp stated that he will investigate it but that Madison Lake is having staffing issues too and asked if we should look at a partnership.
- Mayor Norton stated that she would like to see a draft contingency plan by June 30<sup>th</sup>.
- Administrator Bromeland stated that if anything changes between now and the July 10<sup>th</sup> meeting then a special meeting can be scheduled and that she and Chief Kopp will stay in frequent communication with the Personnel Committee and advise if there are any updates to staffing.

#### ADJOURNMENT

- Council Member Rohrich moved, seconded by Council Member Whittington, to adjourn the meeting at 8:47 a.m. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

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Lisa Norton, Mayor

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Jennifer J. Bromeland, City Administrator

**CITY OF EAGLE LAKE  
CITY COUNCIL MEETING  
JUNE 30, 2023  
7:30 A.M.**

**CALL TO ORDER**

- Mayor Norton called the meeting to order at 7:30 a.m.

**ROLL CALL**

- Council Members present: Garrett Steinberg, Beth Rohrich, John Whittington, and Mayor Lisa Norton.
- Staff present: City Administrator Jennifer Bromeland, Police Chief John Kopp, and Deputy Clerk Kerry Rausch.

**NEW BUSINESS**

1. Resolution Accepting Resignation of Dustin Jensen as Full-Time Police Officer

- Each Council Member expressed gratitude for Officer Jensen service with the City of Eagle Lake.
- Council Member Steinberg moved, seconded by Council Member Rohrich, to approve Resolution 2023-30 Accepting the Resignation of Dustin Jensen from the City of Eagle Lake. The motion was approved with Council Members Steinberg, Rohrich, Whittington, and Mayor Auringer voting in favor.

2. Recommendation to Hire Joel Jandt as a Full-Time Police Officer

- Administrator Bromeland explained that the hiring committee, comprised of a representative from the Minnesota Valley Council of Governments (MVCOG), Police Chief John Kopp, and herself, interviewed Joel Jandt for the position of full-time police officer. The committee recommends that Mr. Jandt be hired as a full-time police officer.
- Administrator Bromeland continued by stating that a conditional offer of employment was extended to Mr. Jandt to start at Grade 8, Step 5 (\$25.20 per hour). Following the completion of six months of service and achieving a satisfactory performance evaluation, the employee will be eligible to advance another step on the pay scale and again at one year upon a satisfactory performance evaluation. The job offer is contingent upon being approved by the City Council and the successful completion of a background and reference check, drug and alcohol testing, and the ability to meet the department's physical and psychological standards. Mr. Jandt will be eligible to begin working upon successfully meeting the contingencies.
- Chief Kopp explained that it is anticipated that Officer Jandt will begin a 2–3-month training program in August.
- Chief Kopp explained that since he was on the hiring committee POST Board requires that an outside party perform the background check. The City would like to hire the City of Mapleton's police department to perform this service.
- Discussion included that the wage was recommended by the MVCOG representative, based on the wages paid by other police departments in the area.

- Council Member Rohrich moved, seconded by Council Member Whittington, to authorize contracting with the City of Mapleton’s police department to conduct the background check on Officer Jandt. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Norton voting in favor.

**ADJOURNMENT**

- Council Member Whittington moved, seconded by Council Member Steinberg, to adjourn the meeting at 7:40 a.m. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Norton voting in favor.

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Lisa Norton, Mayor

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Kerry Rausch, Deputy Clerk



CITY OF EAGLE LAKE

06/30/23 1:44 PM

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\*Check Summary Register©

June 2023

Name	Check Date	Check Amt	
<b>10100 Cash</b>			
1681e PSN	6/5/2023	\$641.70	May Fees
1682e PERA	6/5/2023	\$4,945.36	BW 06-08-23
1683e WEX HEALTH INC.	6/5/2023	\$215.41	BW 06-08-23
1684e MN DEPT OF REVENUE	6/5/2023	\$1,678.00	MAY SALES & USE TAX
1686e CORNERSTONE STATE BANK	6/8/2023	\$13.21	Reimburse F. M. Escrow Account for CK fee
1687e PERA	6/20/2023	\$4,507.29	BW 06-22-23
1688e WEX HEALTH INC.	6/20/2023	\$7,202.91	BW 06-22-23
1689e PIONEER BANK	6/20/2023	\$20.00	Wire Fee
1690e WEX HEALTH INC.	6/21/2023	\$24.75	Sevice Fee
1691e PERA	6/27/2023	\$45.00	MO 06-23
45392 ALEX AIR APPARATUS INC	6/5/2023	\$4,767.55	Gloves and Hoods
45393 ARAMARK	6/5/2023	\$104.59	
45394 BCBS OF MN	6/5/2023	\$11,901.67	July Premium
45395 BOLTON & MENK INC	6/5/2023	\$3,107.50	Water Tower Rehab
45396 C & S SUPPLY CO INC	6/5/2023	\$239.98	Landscape Mix and Greenkeeper
45397 CARRIAGE REPAIR INC	6/5/2023	\$1,309.23	Rebuild Hydraulic Cylinder
45398 CHRISTOPHER KENNEDY	6/5/2023	\$1,503.00	
45399 CITY BUILDING INSPECTION SR	6/5/2023	\$4,855.60	
45400 COMPUTER TECHNOLOGY SOL	6/5/2023	\$2,694.74	VIP Agreement
45401 EAGLE EXPRESS	6/5/2023	\$1,733.05	Fuel
45402 EMERGENCY APPARATUS	6/5/2023	\$7,829.90	Truck 4301 - Oil Filter and Oil
45403 GOPHER STATE ONE CALL	6/5/2023	\$112.05	May Tickets
45404 GREATER MANKATO GROWTH-I	6/5/2023	\$25.00	Norton- 2023 Post-Session Legislative Forum
45405 LINDE GAS & EQUIPMENT INC	6/5/2023	\$57.07	
45406 MATHESON TRI GAS INC	6/5/2023	\$141.92	
45407 METRONET	6/5/2023	\$259.90	Acct # 1959304
45408 PRINCIPAL LIFE INSURANCE CO	6/5/2023	\$178.62	June/July Premium
45409 RUEL, NATHAN	6/5/2023	\$57.25	CDL Class B License
45410 UNITED STATES POSTAL SERVI	6/5/2023	\$290.00	Permit 10 Renewal
45411 WW BLACKTOPPING INC	6/5/2023	\$15,839.50	Street Repairs
45412 BROMELAND, JENNIFER	6/5/2023	\$114.65	Reimbursements
45413 MYA PHOTOGRAPHY DESIGN	6/5/2023	\$93.75	Music on Parkway Post Card Design
45414 EVANS, MATTHEW	6/7/2023	\$1,200.00	MUSIC ON PARKWAY MUSICIANS
45415 US BANK EQUIPMENT FINANCE	6/7/2023	\$114.00	
45416 Verizon Wireless	6/7/2023	\$276.62	
45428 ADP, LLC	6/26/2023	\$479.55	
45429 BENCO ELECTRIC	6/26/2023	\$517.56	June Statement
45430 BHE COMMUNITY SOLAR LLC	6/26/2023	\$3,372.08	SOLAR GARDEN
45431 CANON FINANCIAL SERVICES IN	6/26/2023	\$217.00	
45432 CASEYS BUSINESS MASTERCA	6/26/2023	\$1,275.65	
45433 DELTA DENTAL OF MN	6/26/2023	\$790.16	July Premium
45434 ELAN FINANCIAL SERVICES	6/26/2023	\$401.80	June Statement ACCT 4798 5104 4818 8306
45435 METRONET	6/26/2023	\$153.86	Acct 1959272
45436 PITNEY BOWES GLOBAL FINAN	6/26/2023	\$124.44	ACCT #: 0011773542 Lease Agreement
45437 PITNEY BOWES PURCHASE PO	6/26/2023	\$573.30	Acct #: 8000-9000-0577-8760
45438 HARRISON FORD	6/27/2023	\$51,195.00	Ford F-250 Purchase
45439 A & M PLUMBING AND HEATING	6/30/2023	\$586.50	Ball Park Restroom Repairs
45440 ARAMARK	6/30/2023	\$350.15	
45441 ARNOLDS OF ALDEN	6/30/2023	\$9.44	
45442 BACK, JOAN	6/30/2023	\$94.81	Flowers for Lake Eagle Park
45443 BADGER METER	6/30/2023	\$96.00	Hosting Service
45444 BLUE EARTH COUNTY f	6/30/2023	\$1,854.54	2022 Share of Election Costs
45445 B. E. COUNTY SHERIFFS DEPT	6/30/2023	\$1,274.00	2023 Annual MDC Fee
45446 C & S SUPPLY CO INC	6/30/2023	\$28.50	Clamp

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CITY OF EAGLE LAKE

\*Check Summary Register©

June 2023

Name	Check Date	Check Amt
45447	CENTER POINT ENERGY	6/30/2023 \$162.82
45448	CITY BUILDING INSPECTION SR	6/30/2023 \$15,312.21
45449	CLARKE ENVIRONMENTAL MOS	6/30/2023 \$2,475.00 Spray Treatment
45450	CONSOLIDATED COMMUNICATI	6/30/2023 \$225.33 ACCT 507-150-0101
45451	CORNERSTONE STATE BANK-LE	6/30/2023 \$5,588.00 GO Refunding Bonds, Series 2021B - Interest
45452	FREE PRESS	6/30/2023 \$37.67 Amend Zoning Map
45453	FRESH START CLEANING AND	6/30/2023 \$100.00 May Service
45454	HARRISON FORD	6/30/2023 \$68.77 2021 Explorer
45455	HAWKINS	6/30/2023 \$9,498.95
45456	I & S GROUP INC	6/30/2023 \$570.00 SWPPP Administration
45457	J.R. BRUENDER CONSTRUCTIO	6/30/2023 \$230.00 T-Ball at School Location
45458	KIBBLE EQUIPMENT	6/30/2023 \$70.71 Air Filter and Bowl
45459	KSL.LLC	6/30/2023 \$600.00 Music On Parkway - June Event
45460	LJP ENTERPRISES	6/30/2023 \$12,758.60 Spring Clean Up
45461	LOFFLER COMPANIES INC	6/30/2023 \$176.00 Lease Rental
45462	MADDEN GALANTER HANSEN	6/30/2023 \$760.00 May Fees
45463	CITY OF MANKATO	6/30/2023 \$25,386.52 Sanitary Sewer Charge
45464	MCFOA	6/30/2023 \$50.00 Membership - Kerry Rausch
45465	MENARDS	6/30/2023 \$655.34 Cedar Chips
45466	MN DEPT OF HEALTH	6/30/2023 \$2,641.00 2nd Qtr Water Connection Fee
45467	MN PAVING MATERIALS	6/30/2023 \$279.30 Dust Free
45468	MINNESOTA WASTE PROCESSI	6/30/2023 \$8,390.67 May Service
45469	NORTHLAND TRUST SERVICES	6/30/2023 \$4,065.00 GO Crossover Refunding Bond Series 2017A
45470	POMPS TIRE SERVICE INC	6/30/2023 \$296.80 Tires
45471	SCHWICKERTS	6/30/2023 \$310.00 Check Elec, Adjust damper
45472	SIMPSON, VERN	6/30/2023 \$144.00 BASCOM-Turner Instrument Repair
45473	SPS COMPANIES INC	6/30/2023 \$11.50 Brass Lead Free 1"
45474	STAPLES BUSINESS ADVANTA	6/30/2023 \$497.71
45475	TRACTOR SUPPLY CREDIT PLA	6/30/2023 \$383.96 Tube
45476	U.S. BANK	6/30/2023 \$6,960.00 GO Improvement Bond 2021A
45477	UC LABORATORY	6/30/2023 \$299.73
45478	UNITED STATES POSTAL SERVI	6/30/2023 \$68.00 Post Office Box Rental - P.D.
45479	VSI	6/30/2023 \$198.00 Repair Council Mics
45480	XCEL	6/30/2023 \$5,303.49
<b>Total Checks</b>		<b>\$246,070.19</b>

FILTER: ((([Act Year]='2023' and [period] in (6))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.??') or [EFT])) and [Cash Act]='10100')

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CITY OF EAGLE LAKE

07/06/23 12:42 PM

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**\*Check Summary Register©**

Batch: PAY 07-07-23,PAY 07-06-23

	Name	Check Date	Check Amt	
<b>10100</b>	<b>Cash</b>			
45481	ARAMARK	7/6/2023	\$60.56	
45482	BHE COMMUNITY SOLAR LLC	7/6/2023	\$4,031.49	SOLAR GARDEN
45483	B. E. COUNTY LICENSE CENTER	7/6/2023	\$3,367.68	Register and Title 2023 Ford F-250
45484	BOLTON & MENK INC	7/6/2023	\$41,214.00	Eagle Ridge and 211th St Drainage
45485	CHRISTOPHER KENNEDY	7/6/2023	\$1,179.00	June Fees
45486	CLARKE ENVIRONMENTAL MOS	7/6/2023	\$825.00	Biomist Treatment
45487	COMPUTER TECHNOLOGY SOL	7/6/2023	\$2,680.74	VIP Agreement
45488	EAGLE EXPRESS	7/6/2023	\$1,666.17	Fuel
45489	FIRE CATT	7/6/2023	\$380.00	Hose testing
45490	FIRST INDEPENDENT BANK	7/6/2023	\$9,047.50	Interest Payment
45491	FREE PRESS	7/6/2023	\$41.17	Public Hearing Chapter 18 of City Code
45492	LINDE GAS & EQUIPMENT INC	7/6/2023	\$58.31	
45493	MATHESON TRI GAS INC	7/6/2023	\$163.22	
45494	METRONET	7/6/2023	\$389.86	Acct 1959304
45495	OVERLINE & SON INC	7/6/2023	\$33,814.35	Clean and Televise Sewer Lines
45496	PRINCIPAL LIFE INSURANCE CO	7/6/2023	\$178.62	July/August Premium
45497	UNITED STATES POSTAL SERVI	7/6/2023	\$1,829.28	
45498	UNITED STATES POSTAL SERVI	7/6/2023	\$301.40	Summer Newsletter
45499	US BANK EQUIPMENT FINANCE	7/6/2023	\$114.00	Lease Payment
45500	Verizon Wireless	7/6/2023	\$276.62	
45501	MAGUIRE IRON	7/6/2023	\$204,440.00	Application No: 1 - Water Tower Rehabilitation
	<b>Total Checks</b>		<b>\$306,058.97</b>	

FILTER: ((([Act Year]='2023' and [period] in (7)))) and (Source in ('PAY 07-07-23','PAY 07-06-23'))

CITY OF EAGLE LAKE

06/30/23 1:44 PM

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\*Check Summary Register©

June 2023

	Name	Check Date	Check Amt	
<b>10102</b>	<b>Loan Acct Cash</b>			
390	BLUE EARTH COUNTY	6/30/2023	\$49.20	Hammond Day care Interest Only Payment
		<b>Total Checks</b>	<b>\$49.20</b>	

FILTER: (([Act Year]='2023' and [period] in (6))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.??') or [EFT])) and [Cash Act]='10102'

23

CITY OF EAGLE LAKE

07/06/23 12:58 PM

Page 1

**\*Check Summary Register©**

Batch: LOAN 07-06-23

	Name	Check Date	Check Amt	
<b>10102</b>	<b>Loan Acct Cash</b>			
391	LITTLE SPROUTS DAYCARE	7/6/2023	\$3,570.45	Loan Issuance #1
	<b>Total Checks</b>		<b>\$3,570.45</b>	

FILTER: (([Act Year]='2023' and [period] in (7))) and (Source in ('LOAN 07-06-23'))

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CITY OF EAGLE LAKE

**\*Check Summary Register©**

June 2023

	Name	Check Date	Check Amt	
<b>10161</b>	<b>Fox Meadow Escrow</b>			
1001	SCHROM CONSTRUCTION	6/8/2023	\$1,064,304.57	Release of Escrow Funds
	<b>Total Checks</b>		<b>\$1,064,304.57</b>	

FILTER: ((([Act Year]='2023' and [period] in (6)))) and ((([Check Nbr]>0 and not EFT and not [Source] like 'PAY?????????.??') or [EFT])) and [Cash Act]='10161'

Pay Dates 06/08/2023, 06/22/2023, 06/29/2023

Payroll Name	Pay Date	Net Pay
Adomabea, Olivia	06/08/2023	819.85
Adomabea, Olivia	06/22/2023	1,409.99
Anderson, Jim	06/08/2023	641.47
Anderson, Jim	06/22/2023	561.33
Auringer, Mandy L	06/08/2023	830.60
Auringer, Mandy L	06/22/2023	830.60
Beckmann, Jacob Donald	06/08/2023	1,385.34
Beckmann, Jacob Donald	06/22/2023	1,221.07
Bromeland, Jennifer J	06/08/2023	2,888.28
Bromeland, Jennifer J	06/22/2023	2,888.28
Guillemette, Connor M	06/08/2023	1,746.07
Guillemette, Connor M	06/22/2023	1,430.25
Hartman, Andrew R	06/08/2023	1,668.28
Hartman, Andrew R	06/22/2023	1,756.34
Jensen, Dustin D	06/08/2023	1,779.98
Jensen, Dustin D	06/22/2023	1,626.03
Konz, Noah J	06/29/2023	73.88
Kopp, John A	06/08/2023	2,545.69
Kopp, John A	06/22/2023	2,120.38
Nicklay, Michael L	06/08/2023	1,142.77
Nicklay, Michael L	06/22/2023	1,142.76
Norton, Elizabeth Jean	06/29/2023	393.08
Rausch, Kerry L	06/08/2023	1,335.85
Rausch, Kerry L	06/22/2023	1,387.30
Rohrich, Elizabeth K	06/29/2023	323.23
Ruel, Nathan W	06/08/2023	1,155.06
Ruel, Nathan W	06/22/2023	1,177.36
Simpson, Vern L	06/29/2023	199.40
Steinberg, Garrett R	06/29/2023	323.23
White, Anthony D	06/29/2023	323.23
Whittington, Johnnie L	06/29/2023	323.23

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# Wire Transfers Made in 2023

Date	<u>Description</u>	<u>Initiated by</u>
6/8/2023	Wire \$13.21 from Now Acct to F.M.E Acct	Kerry
6/9/2023	Wire \$250,000 from ICS to Now Acct	Kerry

On July 19<sup>th</sup>, I will be giving my annual Summer Safety talk to children at the Eagle Lake Elementary school at 5pm.

We will be handing out Dairy Queen coupons for free ice cream cones to kids on bicycles, skateboards and scooters who are wearing helmets.

We will be participating in the TZD (Towards Zero Deaths) speed wave in July.

Joel Jant has his background packet and we will have that back in about a week for the position of Full Time Police Officer.

I will be at Epiphany church on August 1<sup>st</sup> from 5-7 for Night to Unite to represent the Police Department.

If the Council has any questions or concerns, please feel free to contact me at 507-257-3110 or at [elpd@eaglelakemn.com](mailto:elpd@eaglelakemn.com).

  
Chief John Kopp  
Eagle Lake Police Department

Eagle Lake Police Department Accumulative Report

Traffic Ticket Report	January	February	March	April	May	June	July	August	September	October	November	December	Total
Careless Driving	0	0	0	0	0	0							0
DAS/DAR/DAC	1	0	1	1	1	0							4
Equipment Violations	0	0	0	0	0	0							0
Expired Tabs	0	0	0	0	0	0							0
Other	2	4	2	1	0	0							9
Seatbelt	0	1	0	0	0	0							1
Speeding	0	0	9	6	1	3							19
Stop Sign	0	0	0	0	0	0							0
Traffic Stops	28	23	43	27	23	31							175
Warnings	26	18	32	20	21	28							145
													Total
<b>Calls for Service</b>													
Accidents	1	1	0	0	5	1							8
Administrative Citations	0	0	0	0	0	0							0
Alarms	1	1	1	3	0	0							6
Animal Comp.	4	5	6	10	15	8							48
Assaults	0	1	0	0	4	0							1
Assist	6	3	2	4	4	3							22
Assist Ambulance	4	6	4	10	8	12							44
Assist Fire Dept	1	1	4	2	4	4							16
Assists OA	9	9	13	11	15	14							71
Burglary	0	0	0	0	0	2							2
Call Outs	9	1	2	7	4	8							31
Civil	3	6	5	2	4	1							21
Directed Patrol	58	49	37	18	38	42							242
Disturbance	3	2	1	3	3	6							18
Domestic	0	2	1	1	1	1							6
Driving Comp.	1	1	2	1	5	2							12
DWI	1	0	1	1	1	0							4
Fraud	0	4	2	0	3	2							11
Harrasment	0	0	1	0	0	0							1
Miscellaneous	32	21	15	29	41	12							150
Narcotics	1	0	1	0	0	0							2
Noise Comp	0	0	0	0	3	1							4
Ordinance Viol.	4	2	6	2	13	6							33
Party Comp.	0	0	1	0	0	0							1
Property Damage	0	1	1	1	1	0							4
Runaway/Missing Person	1	0	0	1	1	1							4





## ELFD FIRE CHIEF'S REPORT

The Summer is in full swing and Independence Day is right around the corner. With that, let's be sure to celebrate this great occasion with due caution. Historically, it has been the worst for traffic fatalities. Please drive safe and sober! Then there's all those fun, highflying fireworks that are fun to watch while at the same time, can be very dangerous. Even those playing with little sparklers need to be under close supervision. They might look harmless but burn at 1,200 degrees. That is the same temperature that steel starts to melt. That is a lot of heat in your child's fingertips. Please remember to stay safe!!

Shortly after that is Tator Days. Music on Parkway will be at the Lake Eagle Park on Thursday July 13<sup>th</sup>. Come enjoy the music. You can sing and dance or just relax while enjoying some food prepared by the Eagle Lake Fire Department Members. Friday the Kiddie Tractor pull will be in the parking lot of the fire station again this year. This is always a fun time for the kids. Parents, please ask your children to stay in the area designated and out of the yards, but more importantly away from the neighbor's grills and air conditioners. Due to the damage to those appliances last year, we will be fencing that area off.

Saturday morning is the Annual Fire department's French Toast and Pancake Breakfast. This is a freewill donation. Your contributions are greatly appreciated. Please come out and support your local fire department. Thank You

**What if Volunteers didn't?**

# 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 (cancelled)	2	3	1	-	-	1	-	-	-	-	-	-	7	8.2%
Explosion (No Fire)	-	1	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire (Commercial)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire (Residential)	-	-	1	-	-	-	-	-	-	-	-	-	1	1.2%
Fire (Standby)	1	-	-	-	-	-	-	-	-	-	-	-	1	1.2%
Fire (Vehicle)	-	-	-	-	-	1	-	-	-	-	-	-	1	1.2%
Fire (Wildland)	-	-	-	1	-	-	-	-	-	-	-	-	1	1.2%
Fire Alarm	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire Assist	-	1	-	-	-	-	-	-	-	-	-	-	1	1.2%
Fire CO	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire False Alarm	-	-	1	-	-	-	-	-	-	-	-	-	1	1.2%
Fire Mutual Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Gas Leak	-	-	2	-	-	2	1	-	-	-	-	-	5	5.9%
Hazardous (No Fire)	-	-	-	-	-	1	1	-	-	-	-	-	2	2.4%
Medical (Cancelled)	-	-	-	-	-	1	1	-	-	-	-	-	2	2.4%
Medical (Response)	6	3	4	9	7	11	-	-	-	-	-	-	40	47.1%
Medical Lift Assist	1	4	-	3	3	3	-	-	-	-	-	-	14	16.5%
Missing Person Search	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Motor Vehicle Accident w/Injury	-	-	1	-	2	-	-	-	-	-	-	-	3	3.5%
Motor Vehicle Accident w/o Injury	1	1	-	1	-	-	-	-	-	-	-	-	3	3.5%
Motor Vehicle Accident (Fatality)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Motor Vehicle Accident (Cancelled)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Odor Investigation	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Power Lines	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Rescue (Entrapment/Machinery)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Rescue (Grain Bin)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Rescue (Water)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Smoke Investigation	-	-	1	-	-	-	-	-	-	-	-	-	1	1.2%
Smoke/CO Alarm Malfunction	-	-	-	1	1	-	-	-	-	-	-	-	2	2.4%
Special Incident	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Weather	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Total	11	13	11	15	17	18	-	-	-	-	-	-	85	99%
<b>RESPONSE AREA</b>														
Eagle Lake	10	10	8	11	13	17	-	-	-	-	-	-	69	81.2%
St. Clair	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Good Thunder	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Kasota (Lime Twp)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Le Ray TWP	1	3	3	3	4	1	-	-	-	-	-	-	15	17.6%
Madison Lake (Le Ray Twp)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Mapleton	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Mankato	-	-	-	1	-	-	-	-	-	-	-	-	1	1.2%
Mankato Twp	-	-	-	1	-	-	-	-	-	-	-	-	1	1.2%
Total	11	13	11	15	17	18	-	-	-	-	-	-	85	100%



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

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July 2023

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

From: Andrew Hartman Public Works Director

**Water:** We have been monitoring pressure relief valves during the tower project. I have been in close contact with Bolton and Menk, Dunn Ind. and Maguire about the progress of the tower.

**Sewer:** We have been monitoring the temp controls at the main lift station. The control panels have been pushed back a bit from the factory, while they wait on parts that are taking longer than they thought. We had sewer cleaning done and found some issues that will need to be addressed after the televising if reviewed.

**Streets:** WW Blacktopping completed all repairs. We will be having the minimum maintenance road drainage done this month. We will be sweeping areas for the 5k that are a hazard.

**Parks:** We are waiting on parts to fix the Volito swing at Lake Eagle Park. We have been doing a lot of weed spraying.

**Storm Sewer:** We have been conducting MS4 inspections and have been cleaning catch basins after rain events to prevent debris from getting into the storm sewer systems.

If you have any questions or concerns, please feel free to contact me at [ahartman@eaglelakemn.com](mailto:ahartman@eaglelakemn.com)

Andrew Hartman

## 2023 Building Permits Issued

<u>HOUSE #</u>	<u>STREET</u>	<u>VALUE</u>	<u>Project Description</u>
201-215	Connie Ln. E.	\$ 55,000.00	Foundation/Footings
200-214	Arctic Fox Path	\$ 55,000.00	Foundation/Footings
201-215	Arctic Fox Path	\$ 1,200,000.00	New 8-plex
101-115	Arctic Fox Path	\$ 1,200,000.00	New 8-plex
200-214	Thomas Dr. E.	\$ 1,200,000.00	New 8-plex
201-215	Thomas Dr. E.	\$ 1,200,000.00	New 8-plex
201-215	Connie Ln E	\$ 55,000.00	Plumbing
200-214	Arctic Fox Path	\$ 55,000.00	Plumbing
528	Linda Dr.	\$ 33,907.00	Windows/reside
101-115	Connie Ln E.	\$ 1,200,000.00	New 8-plex
201-215	Connie Ln E	\$ 1,200,000.00	New 8-plex
100-114	Arctic Fox Path	\$ 1,200,000.00	New 8-plex
200-214	Arctic Fox Path	\$ 1,200,000.00	New 8-plex
204	Blace Ave	\$ 13,500.00	Reroof
515	Thomas Dr.	\$ 17,716.00	Reroof
105	Peregrine Ave.	\$ 22,000.00	Deck
529	LeSueur Ave	\$ 4,500.00	Windows (4)
717	Linda Dr.	\$ 4,000.00	Windows (5)
217	James Ct	\$ 19,240.00	Reside
128	Country Manor		Mobile Home - Move In

<u>Zoning #</u>	<u>Address</u>	<u>Type</u>
23-13	102 Hawk Ave.	Patio
23-14	525 Linda Dr	Fence
23-16	168 Creekside Ct.	Shed



Eagle Lake Fire Relief  
Gambling Fund Report May 2023

Balance	5/1/23		\$24,334.99
Income:			
Paper Pull Tabs		\$5,359.00	
Electronic		\$20,324.00	
Interest Income		\$8.99	
Total Income			<u>\$25,691.99</u>
Total Funds Available			\$50,026.98
Less Total Disbursements			<u>(\$24,833.42)</u>
Balance	5/31/23		\$25,193.56

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
Total Profit To Date:			(\$596.38)
Community Donations To Date:			\$1,100.00

Eagle Lake Fire Relief  
June 13 2023  
Items To Be Approved

<u>To</u>	<u>For</u>	<u>Amount</u>
Eagles Nest	Rent	\$4,089.30
Randy Hoffmann	Accounting	\$700.00
Chad Witte	Wages	\$277.05
Triple Crown Gaming	Pull Tabs	\$1,456.80
	Invoice #9199171, #9199261	
	Due 6/22/23	
Pilot Games	E-Bingo Prizes & Fees	\$803.79
Triple Crown Gaming	E-Tabs (No Check)	\$7,117.80
MN Revenue	State Tax (No Check)	\$9,702.00
Total		\$24,146.74

**CITY OF EAGLE LAKE, MINNESOTA  
CITY COUNCIL RESOLUTION 2023-32**

**A Resolution Accepting the Resignation of Volunteer Firefighter Galen Mastin from the City of  
Eagle Lake, Minnesota**

**WHEREAS**, Volunteer Firefighter Employee Galen Mastin has resigned from the City of Eagle Lake's Fire Department; and

**WHEREAS**, the City Council recognizes and appreciates the service from Galen Mastin in the role of a Volunteer Firefighter for the Eagle Lake Fire Department.

**NOW THEREFORE, BE IT RESOLVED**, the City accepts the resignation of Galen Mastin from the City of Eagle Lake Fire Department effective April 30, 2023.

Adopted by the City Council of Eagle Lake, Minnesota this 10th day of July 2023.

\_\_\_\_\_  
Lisa Norton, Mayor

ATTEST:

\_\_\_\_\_  
Jennifer Bromeland, City Administrator

(S E A L)

**CITY OF EAGLE LAKE, MINNESOTA  
CITY COUNCIL RESOLUTION 2023-33**

**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 donations have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Residents	\$223
Craig Rosfjord	\$ 50

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

To be applied towards the Lake Eagle Park pavilion construction 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 10th day of July 2023.

\_\_\_\_\_  
Lisa Norton  
Mayor

Attested:

\_\_\_\_\_  
Jennifer J. Bromeland  
Administrator



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

July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Public Hearing for Amendments to Chapter 18

A public hearing was scheduled for this evening to consider amendments to Chapter 18 related to Storm Water Drainage Utility. Attached is a copy of the proposed amendments.

Discussion should ensue. A motion is necessary to adopt the amendments as proposed. The changes will take effect upon publication in the City's official newspaper. Statutory cities may choose to publish the title and summary of an ordinance. To do so, the City Council must approve summary publication by a four-fifths vote.

Jennifer J. Bromeland  
City Administrator





**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 July 10, 2023 City Council meeting in the Council Chambers located at 705 Parkway Avenue to amend Chapter 18 of City Code related to Storm Water Drainage Utility.

**Summary.** The purpose of the amendment is to implement ordinance changes necessary to comply with the MPCA National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm System (MS4) permit requirements and better define current plan review processes, approval standards, and inspections. The amendment includes modifications to Section 18.0207 – Plan Review Procedure, a change to Section 18.0208 – Approval Standards, and changes to Section 18.0209 - Inspections. A copy of the entire ordinance is available at City Hall upon request.

Jennifer J. Bromeland

City Administrator

(507) 257-3218

Email: [jbromeland@eaglelakemn.com](mailto:jbromeland@eaglelakemn.com)

# 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](mailto:mthomas@mankatofreepress.com).

**DATE** 06/26/23

**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

*Ad ID:* 718149

*Start:* 06/29/23

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*Total Cost:* \$41.17

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*# of Inserts:* 2

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*Email:* [mthomas@mankatofreepress.com](mailto:mthomas@mankatofreepress.com)

**Publications:**

The Free Press  
MankatoFreePress.com

### Public Notice

June 29, 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 July 10, 2023 City Council meeting in the Council Chambers located at 705 Parkway Avenue to amend Chapter 18 of City Code related to Storm Water Drainage Utility. **Summary.** The purpose of the amendment is to implement ordinance changes necessary to comply with the MPCA National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm System (MS4) permit requirements and better define current plan review processes, approval standards, and inspections. The amendment includes modifications to Section 18.0207 - Plan Review Procedure, a change to Section 18.0208 - Approval Standards, and changes to Section 18.0209 - Inspections. A copy of the entire ordinance is available at City Hall upon request.

*Jennifer J. Bromeland  
City Administrator*

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## **SECTION 18.020 STORMWATER MANAGEMENT**

(July 11, 2022)

### **Section 18.0201 Statutory authorization.**

This chapter is adopted pursuant to the authorization and policies contained in M.S.A. Chapter 462 and Minnesota Rules Parts 7090. This chapter is intended to meet the construction site erosion and sediment control and post-construction stormwater management regulatory requirements authorized by Minnesota Permit MNR040000, the Small Municipal Separate Storm Sewer Systems General Permit.

### **Section 18.0202 Findings.**

The city hereby finds that uncontrolled and inadequately planned use of wetlands, woodlands, natural habitat areas, areas subject to soil erosion, areas containing restrictive soils, and uncontrolled stormwater and construction site erosion from land disturbing activities and land development adversely affects the public health, safety and general welfare by impacting water quality and contributing to other environmental problems, creating nuisances, impairing other beneficial uses of environmental resources and hindering the ability of the city to provide adequate water, sewage, flood control, and other community services. In addition, extraordinary public expenditures may be required for the protection of persons and property in such areas and in areas which may be affected by unplanned land usage.

### **Section 18.0203 Purpose.**

The purpose of this chapter is to promote, preserve, and enhance the natural resources within the city and to protect them from adverse effects caused by poorly sited or planned development, or incompatible activities by regulating land-disturbing or development activities that would have an adverse and potentially irreversible impact on water quality and unique and environmentally sensitive land. The regulations in this chapter minimize conflicts and encourage compatibility between land-disturbing and development activities, and water quality and environmentally sensitive lands. The regulations in this chapter require detailed review standards and procedures for land-disturbing or development activities proposed for such areas. The regulations thereby achieve a balance between urban growth and development and protection of water quality and natural areas. Specific purposes of this chapter are to establish performance standards that will:

- (1) Assist in meeting NPDES/SDS municipal separate storm sewer system (MS4) and construction stormwater general permit requirements.
- (2) Assist in meeting total maximum daily load (TMDL) plan waste load allocations for impaired waters through quantification of load reductions.
- (3) Protect life and property from dangers associated with flooding.
- (4) Protect public and private property and natural resources from damage resulting from stormwater runoff and erosion.
- (5) Ensure site design minimizes the generation of stormwater and maximizes pervious areas for stormwater treatment.
- (6) Provide a single, consistent set of performance goals that apply to all developments.
- (7) Protect water quality from pollutant loadings of sediment, suspended solids, nutrients, heavy metals, toxics, debris, bacteria, pathogens, biological impairments, thermal stress, and other pollutants.

- (8) Promote infiltration and groundwater recharge.
- (9) Provide vegetated corridors (buffers) to protect water resources from development.
- (10) Protect functional values of all types of natural waterbodies (e.g., rivers, streams, wetlands, lakes, seasonal ponds).
- (11) Sustain or enhance biodiversity (native plant and animal habitat) and support riparian ecosystems.

#### **Section 18.0204 Definitions.**

For the purpose of this chapter, the following terms, phrases, words, and their derivatives shall have the meanings stated below. When not inconsistent with the context, words used in the present tense include the future tense, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directive.

*Applicant:* any person or owner of land who wishes to obtain a building permit, zoning, subdivision, stormwater, or erosion and sediment control permit approval.

*Best management practices (BMPs):* the most effective and practicable means of erosion prevention and sediment control, and water quality management practices that are the most effective and practicable means to control, prevent, and minimize degradation of surface water, including avoidance of impacts, construction-phasing, minimizing the length of time soil areas are exposed, prohibitions, pollution prevention through good housekeeping, and other management practices published by state or designated area-wide planning agencies.

*Better site design:* the control and management of stormwater quantity and quality through the application of better site design techniques as outlined in the current version of the Minnesota Stormwater Manual. Better site design includes preservation of natural areas, site reforestation, stream and shoreland buffers, open space design, disconnection of impervious cover, rooftop disconnection, grass channels, stormwater landscaping, compost and amended soils, impervious surface reduction, and trout stream protection.

*Common plan of development or sale:* a contiguous area where multiple separate and distinct land disturbing activities may be taking place at different times, on different schedules, but under one proposed plan and one activity is contingent on the other activity. One plan is broadly defined to include design, permit application, advertisement or physical demarcation indicating that land-disturbing activities may occur.

*Control measure:* a practice or combination of practices to control erosion and attendant pollution.

*Construction activity:* construction activity as defined in 40 CFR 122.26(b)(14)(x) and small construction activity as defined in 40 CFR 122.26(b)(15) and construction activity as defined by Minn. Rules 7090.0080 subp. 4. This includes a disturbance to the land that results in a change in the topography, existing soil cover (both vegetative and non-vegetative), or the existing soil topography that may result in accelerated stormwater runoff, leading to soil erosion and movement of sediment into surface waters or drainage systems. Examples of construction activity may include clearing, grading, filling, and excavating. Construction activity includes the disturbance of less than one acre of total land area that is a part of a larger common plan of development or sale if the larger common plan will ultimately disturb one acre or more. Construction activity does not include a disturbance to the land of less than five acres for the purpose of routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of the facility.

*Development, new:* any development that results in the conversion of land that is currently

prairie, agriculture, forest, or meadow and has less than 15 percent impervious surface. Land that was previously developed, but now razed and vacant, will not be considered new development. *Detention facility*: a permanent natural or manmade structure, including wetlands, for the temporary storage of runoff which contains a permanent pool of water.

*Dewatering*: the removal of surface or ground water to dry and/or solidify a construction site to enable construction activity. Dewatering may require a Minnesota Department of Natural Resources (DNR) water appropriation permit, and if dewatering water is contaminated, discharge of such water may require an individual MPCA NPDES/SDS permit.

*Energy dissipation*: methods employed at pipe outlets to prevent erosion caused by the rapid discharge of water scouring soils. Examples include, but are not limited to concrete aprons, riprap, splash pads, and gabions that are designed to prevent erosion.

*Erosion and sediment control plan*: a plan for projects that result in land disturbance of equal to or greater than one (1) acre or if a project is part of a common plan of development or sale that ultimately will disturb greater than one (1) acre. The plan identifies erosion prevention and sediment control practices, location and timelines for installation that conform to the current requirements of NPDES/SDS Construction Stormwater General Permit. The plan also includes responsible parties and timelines for inspection and maintenance.

*Erosion prevention*: measures employed to prevent erosion. Examples include but not limited to soil stabilization practices, limited grading, mulch, temporary erosion protection or permanent cover, and construction phasing.

*Floodplain*: the areas adjoining a watercourse or water basin that have been or may be covered by a regional flood.

*Floodway*: the channel of the watercourse, the bed of water basins, and those portions of the adjoining floodplains that are reasonably required to carry and discharge floodwater and provide water storage during a regional flood.

*Fully reconstructed impervious surface*: areas where impervious surfaces have been removed down to the underlying soils. Activities such as structure renovation, mill and overlay projects, and pavement rehabilitation projects that do not alter underlying soil material beneath the structure, pavement, or activity are not considered fully reconstructed impervious surfaces. Reusing the entire existing building foundation and re-roofing of an existing building are not considered fully reconstructed.

*General contractor*: the party who signs the construction contract with the owner or operator to construct the project described in the final plans and specifications. Where the construction project involves more than one contractor, the general contractor could be the party responsible for managing the project on behalf of the owner or operator. In some cases, the owner or operator may be the general contractor. In these cases, the owner may contract an individual as the operator who would become the co-permittee.

*Green infrastructure*: a wide array of practices at multiple scales that manage wet weather and that maintains or restores natural hydrology by infiltrating, evapotranspiring, or harvesting and using stormwater. On a regional scale, green infrastructure is the preservation or restoration of natural landscape features, such as forests, floodplains and wetlands, couples with policies such as infill and redevelopment that reduce overall imperviousness in a watershed. On a local scale, green infrastructure consists of site and neighborhood-specific practices, such as bioretention, trees, green roofs, permeable pavements and cisterns.

*Hydric soils*: soils that are saturated, flooded or ponded long enough during the growing season to develop anaerobic conditions in the upper part.



*Hydrophytic vegetation:* macrophytic plant life growing in water, soil or on a substrate that is at least periodically deficient in oxygen as a result of excessive water content.

*Impervious surface:* a constructed hard surface that either prevents or retards the entry of water into the soil and causes water to run off the surface in greater quantities and at an increased rate of flow than prior to development. Examples include rooftops, sidewalks, patios, driveways, parking lots, storage areas, and concrete, asphalt, or gravel roads.

*Land disturbance:* any activity that results in a change or alteration in the existing ground cover (both vegetative and nonvegetative) and/or the existing soil topography. Land disturbing activities include, but are not limited to, development, redevelopment, demolition, construction, reconstruction, clearing, grading, filling, stockpiling, excavation, and borrow pits. Routine vegetation management, and mill and overlay/resurfacing activities that do not alter the soil material beneath the pavement base, are not considered land disturbance. In addition, other maintenance activities such as catch basin and pipe repair/replacement, lighting, and pedestrian ramp improvements shall not be considered land disturbance for the purposes of determining permanent stormwater management requirements.

*Linear project:* construction or reconstruction of roads, trails, sidewalks, and rail lines that are not part of a common plan of development or sale. Mill, overlay and other resurfacing projects are not considered to be reconstruction.

*Major subdivision:* all subdivisions not classified as minor subdivisions, including, but not limited to, subdivisions of four or more lots, or any size subdivision requiring any new street or extension of the local government facilities, or the creation of any public improvements.

*MIDS:* the stormwater minimal impact design standards (MIDS), based on low impact development (LID)—an approach to storm water management that mimics a site's natural hydrology as the landscape is developed. MIDS represents the next generation of stormwater management and contains three main elements that address current challenges: (1) a higher clean water performance goal, (2) new modeling methods and credit calculations, and (3) a credits system and model ordinance package.

*Minor subdivision:* any subdivision containing not more than three lots fronting on an existing street, not involving any new street or road, or the extension of municipal facilities, or the creation of any public improvements, and not adversely affecting the remainder of the parcel or adjoining property, and not in conflict with any provisions or portion of the comprehensive plan, official map, zoning ordinance, or the subdivision ordinance.

*National pollutant discharge elimination system (NPDES):* the program for issuing, modifying, revoking, reissuing, terminating, monitoring, and enforcing permits under the Clean Water Act (Sections 301, 318, 402, and 405) and 33 CFR §§ 1317, 1328, 1342, and 1345.

*Normal wetted perimeter:* the area of a conveyance, such as a ditch, channel, or pipe that is in contact with water during flow events that are expected to occur from a two-year 24-hour storm event.

*Notice of termination:* notice to terminate coverage under this permit after construction is complete, the site has undergone final stabilization, and maintenance agreements for all

permanent facilities have been established, in accordance with all applicable conditions of this permit.

*Operator:* the person designated by the owner, who has day to day operational control and/or the ability to modify project plans and specifications related to the stormwater pollution prevention plan (SWPPP). The operator must be named on the permit as the permittee.

*Owner:* the person or party possessing the title of the land on which the construction activities will occur; or if the construction activity is for a lease, easement, or mineral rights license holder, the party or individual identified as the lease, easement, or mineral rights license holder; or the contracting government agency responsible for the construction activity.

*Permanent cover:* surface types that will prevent soil failure under erosive conditions. Examples include: gravel, asphalt, concrete, rip rap, roof tops, perennial cover, or other landscaped material that will permanently arrest soil erosion. A uniform perennial vegetative cover (e.g., evenly distributed, without large bare areas) with a density of 70% of the native background vegetative cover for the area must be established on all unpaved areas and areas not covered by permanent structures, or equivalent permanent stabilization measures. Permanent cover does not include the practices listed under temporary erosion protection.

*Permittee:* a person or persons, firm, or governmental agency or other entity that signs the application submitted to the MPCA and is responsible for compliance with the terms and conditions of the construction permit.

*Person:* any individual, firm, corporation, partnership, franchisee, association, or governmental entity.

*Public waters:* all water basins and watercourses of the state as defined in M.S.A. § 103G.005 subd. 15.

*Redevelopment:* any development that is not considered new development.

*Regional flood:* a flood that is representative of large floods known to have occurred generally in the state and reasonably characteristic of what can be expected to occur on an average frequency in the magnitude of a 100-year recurrence interval.

*Resubdivision:* a change in a map of an approved or recorded subdivision plat if such change affects any street layout on such map or area reserved thereon for public use, or any lot line; or if it affects any map or plan legally recorded prior to the adoption of any regulations controlling subdivisions.

*Retain:* manage stormwater on site using a low-impact development approach so that the rate and volume of predevelopment stormwater reaching receiving waters is unchanged.

*Retention facility:* a permanent natural or manmade structure that provides for the storage of stormwater runoff by means of a permanent pool of water.

*Saturated soil:* the highest seasonal elevation in the soil that is in a reduced chemical state because of soil voids being filled with water. Saturated soil is evidenced by the presence of redoximorphic features or other information.

*Sediment:* solid matter carried by water, sewage, and/or other liquids.

*Sediment control:* methods employed to prevent sediment from leaving the site. Sediment control practices include: silt fences, sediment traps, earth dikes, drainage swales, check dams, subsurface drains, bio rolls, rock logs, compost logs, storm drain inlet protection, and temporary or permanent sedimentation basins.

*Small construction activity:* small construction activity as defined in 40 CFR 122.26(b)(15). Small construction activities include clearing, grading and excavating that result in land disturbance of equal to or greater than one acre and less than five acres. Small construction activity includes the disturbance of less than one acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than one and less than five acres.

*Stabilized:* exposed ground surface has been covered by appropriate materials such as mulch, staked sod, riprap, erosion control blanket, mats or other material that prevents erosion from occurring. Grass, agricultural crop or other seeding alone is not stabilization. Mulch materials must achieve approximately 90 percent ground coverage (typically two ton/acre).

*Standard plates:* general drawings showing a common or repeated construction activity or practice.

*Stormwater:* precipitation runoff, stormwater runoff, snowmelt runoff, and any other surface runoff and drainage (as defined in Minn. Rules 7077.0105 subp. 41(b)).

*Stormwater pollution prevention plan (SWPPP):* a plan for stormwater discharge that includes erosion prevention BMPs, sediment control BMPs and permanent stormwater management systems that, when implemented, will decrease soil erosion on a parcel of land and decrease off-site nonpoint pollution.

*Structure:* anything manufactured, constructed, or erected which is normally attached to or positioned on land, including portable structures, earthen structures, roads, parking lots, and paved storage areas.

*Subdivision:* the division of a parcel of land into two or more lots or parcels, for the purpose of transfer of ownership or building development. The term includes resubdivision and, when appropriate to the context, shall relate to the process of subdividing or to the land subdivided.

*Surface water or waters:* all streams, lakes, ponds, marshes, wetlands, reservoirs, springs, rivers, drainage systems, waterways, watercourses, and irrigation systems whether natural or artificial, public or private, except that surface waters do not include treatment basins or ponds that were constructed from upland.

*Temporary erosion protection:* methods employed to prevent erosion during construction activities. Examples of temporary erosion protection include; straw, wood fiber blanket, wood chips, vegetation, mulch and rolled erosion control products.

*Underground waters (groundwater):* water contained below the surface of the earth in the saturated zone including, without limitation, all waters whether under confined, unconfined, or perched conditions, in near surface unconsolidated sediment or regolith, or in rock formations deeper underground. The term groundwater shall be synonymous with underground water.

*Waters of the state:* all streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are

contained within, flow through, or border upon the state or any portion thereof (as defined in M.S.A. § 115.01 subd. 22).

*Wetland or wetlands:* all areas that are inundated or saturated by surface water or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions (as defined in Minn. Rules 7050.0130 subp. F). Wetlands generally include swamps, marshes, bogs, and similar areas. Constructed wetlands designed for wastewater treatment are not waters of the state. For purposes of this definition, wetlands must have the following attributes:

- (1) Have a predominance of hydric soils;
- (2) Are inundated or saturated by surface or ground water at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in saturated soil conditions;
- (3) Under normal circumstances support a prevalence of such vegetation. Section 18.0205 Scope and effect.

**Section 18.0205 Scope and effect.**

*(a) Applicability.*

- (1) All land disturbance activities are subject to this subchapter unless otherwise exempted by section 18.0205 (b). An erosion and sediment control permit shall be required prior to any proposed land disturbing activity that meets any criteria of 18.0208(g)(2).
- (2) No building permit, subdivision approval, or permit to allow land disturbing activities shall be issued until approval of the stormwater management plan or a waiver of the approval requirements has been obtained in strict conformance with the provisions of this subchapter, or the activity is exempted by section 18.0205(b). An approved stormwater management permit shall be required to any proposed land development that meets any activity of 18.0208(h).

*(b) Exemptions.* The provisions of this chapter do not apply to:

- (1) Resubdivisions.
- (2) Installation of fence, sign, telephone, and electric poles and other kinds of posts or poles.
- (3) Emergency work to protect life, limb, or property.
- (4) Nursery, home garden, and other agricultural practices such as tilling, planting, harvesting, and associated activities that are confined to private property and do not constitute an illicit discharge. Other agricultural activities are not exempt including activities such as construction of structures.
- (5) Silvicultural/forestry activity.

*(c) Erosion and sediment control permit exemptions.* Land disturbing activities which disturb less than 5,000 square feet and are also not part of a larger common plan of development which disturbs one acre or more are subject to conditions of this subchapter, but do not require an erosion and sediment control permit.

- (d) *Waiver.* The city council, upon recommendation of the planning commission, may waive any requirement of this chapter upon making a finding that compliance with the requirement will involve an unnecessary hardship and the waiver of such requirement will not adversely affect the standards and requirements set forth in section 18.0206. The city council may require as a condition of the waiver, such dedication or construction, or agreement to dedicate or construct as may be necessary to adequately meet said standards and requirements.

**Section 18.0206 Plan approval procedures.**

- (a) *Pre-application meeting.* At the discretion of the zoning administrator, the city may facilitate a pre-application meeting with the applicant, city staff (or their authorized representative), and staff of relevant partner agencies (e.g., Blue Earth SWCD, MNDNR, etc.). The purposes of the meeting are to understand the general parameters of the proposed project and to convey the requirements of meeting the provisions of the ordinance.
- (b) *Application.* A written application for stormwater management plan approval, along with the proposed stormwater management plan, shall be filed with the zoning administrator and shall include a statement indicating the grounds upon which the approval is requested, that the proposed use is permitted by right or as an exception in the underlying zoning district, and adequate evidence showing that the proposed use will conform to the standards set forth in this chapter. Prior to applying for approval of a stormwater management plan, an applicant may have the stormwater management plans reviewed by the appropriate departments of the city.

Two sets of clearly legible blue or black lined copies of drawings and required information shall be submitted to the zoning administrator and shall be accompanied by a receipt from the city administrator evidencing the payment of all required fees for processing and approval as set forth in section 18.0207(e), and a bond when required by section 18.0207(d) in the amount to be calculated in accordance with that section. Drawings shall be prepared to a scale appropriate to the site of the project and suitable for the review to be performed. At a minimum, the scale shall be one inch equals 100 feet.

The city shall make a determination regarding the completeness of a permit application and notify the applicant in writing if the application is not complete including the reasons the application was deemed incomplete.

- (c) *Plan.* The minimum information requirements of the application shall be consistent with the requirements in the most recent version of the NPDES/SDS construction stormwater general permit. The application information must also include permanent treatment information showing the proposed project treats the water quality volume performance standards identified in section 18.0208. The stormwater management plan shall contain the following information:
- (1) *Existing site map.* A map of existing site conditions showing the site and immediately adjacent areas, including:
- a. The name and address of the applicant, the section, township and range, north point, date and scale of drawing and number of sheets;

- b. Location of the tract by an insert map at a scale sufficient to clearly identify the location of the property and giving such information as the names and numbers of adjoining roads, railroads, utilities, subdivisions, towns and districts or other landmarks;
  - c. Existing topography with a contour interval appropriate to the topography of the land, but in no case having a contour interval greater than two feet;
  - d. A delineation of all streams, rivers, public waters and wetlands located on and immediately adjacent to the site, including depth of water, a description of all vegetation which may be found in the water, a statement of general water quality and any classification given to the water body or wetland by the Minnesota Department of Natural Resources, the Minnesota Pollution Control Agency, and/or the United States Army Corps of Engineers;
  - e. Location and dimensions of existing stormwater drainage systems and natural drainage patterns on and immediately adjacent to the site delineating in which direction and what rate stormwater is conveyed from the site, identifying the receiving stream, river, public water, or wetland, and setting forth those areas of the unaltered site where stormwater collects;
  - f. A description of the soils of the site, including a map indicating soil types of areas to be disturbed as well as a soil report containing information on the suitability of the soils for the type of development proposed and for the type of sewage disposal proposed and describing any remedial steps to be taken by the developer to render the soils suitable;
  - g. Vegetative cover and clearly delineating any vegetation proposed for removal;  
and
  - h. 100-year floodplains and floodways.
- (2) *Site construction plan.* A site construction plan, including:
- a. Locations and dimensions of all proposed land-disturbing activities and any phasing of those activities;
  - b. Locations and dimensions of all construction site erosion control measures necessary to meeting the requirements of this chapter;
  - c. Schedule of anticipated starting and completion date of each land-disturbing activity, including the installation of construction site erosion control measures needed to meet the requirements of this chapter; and
  - d. Provisions for maintenance of the construction site erosion control measures during construction.
- (3) *Plan of final site conditions.* A plan of final site conditions on the same scale as the existing site map showing the site changes, including:
- a. Finished grading shown at contours at the same interval as provided above or as required to clearly indicate the relationship of proposed changes to existing topography and remaining features;

- b. A landscape plan, drawn to an appropriate scale, including dimensions and distances and the location, type, size and description of all proposed landscape materials which will be added to the site as part of the development;
- c. A drainage plan of the developed site delineating in which direction and at what rate stormwater will be conveyed from the site and setting forth the areas of the site where stormwater will be allowed to collect;
- d. The proposed size, alignment, and intended use of any structures to be erected on the site;
- e. A clear delineation and tabulation of all new and fully reconstructed impervious surface areas; and
- f. Any other information pertinent to the particular project which in the opinion of the applicant is necessary for the review of the project.

**Section 18.0207 Plan review procedure.**

- (a) *Process.* Stormwater management plans meeting the requirements of section 18.0206 shall be submitted by the developer to the zoning administrator and transmitted to the city engineer to the planning commission for review in accordance with the standards of section 18.0208. The commission shall recommend approval, recommend approval with conditions, or recommend denial of the stormwater management plan. ~~Following planning commission action, the stormwater management plan shall be submitted to the city council at its next available meeting. City council action on the stormwater management plan must be accomplished within 120 days following the date the application for approval is filed with the zoning administrator.~~
- (b) *Duration.* Approval of a plan submitted under the provisions of this chapter shall expire one year after the date of approval unless construction has commenced in accordance with the plan. However, if, prior to the expiration of the approval, the applicant makes a written request to the zoning administrator for an extension of time to commence construction setting forth the reasons for the requested extension, the zoning administrator may grant one extension of not greater than one single year. Receipt of any request for an extension shall be acknowledged by the zoning administrator within 15 days. The zoning administrator shall make a decision on the extension within 30 days of receipt. Any plan may be revised in the same manner as originally approved.
- (c) *Conditions.* A stormwater management plan may be approved subject to compliance with conditions reasonable and necessary to ensure that the requirements contained in this chapter are met. Such conditions may, among other matters, limit the size, kind or character of the proposed development, require the construction of structures, drainage facilities, storage basins and other facilities, require replacement of vegetation, establish required monitoring procedures, stage the work over time, require alteration of the site design to insure buffering, and require the conveyance to the city or other public entity of certain lands or interests therein.
- (d) *Performance bond or letter of credit.* Prior to approval of any stormwater management plan, the applicant shall ~~submit an enter into a developers~~ agreement with the city to construct such required physical improvements, to dedicate property or easements, or to comply with such conditions as may have been agreed to. Such agreement shall be accompanied by a performance bond or letter of credit to



cover the amount of the established cost of complying with the agreement. The city council will determine whether a performance bond or a letter of credit will be used to cover costs of complying with the agreement. The agreement and bond or letter of credit shall guarantee completion and compliance with conditions within a specific time, which time may be extended in accordance with subsection (b). The adequacy, conditions and acceptability of any agreement, performance bond or letter of credit shall be determined by the city council or any official of the city as may be designated by resolution of the city council.

- (e) *Fees.* All applications for stormwater management plan approval shall be accompanied by a processing and approval fee according to the City's current fee schedule. All applications that cause the city to expend funds for the payment of city staff or city consultants shall reimburse the city for the actual city staff costs and consultant fees expended by the city in connection with such application.
- (f) *Modification of permitted plans.* The applicant must amend an approved ESC plan or SWPPP to include additional requirements such as additional or modified BMPs designed to correct problems whenever:
  - (1) There is a change in design, construction, operation, maintenance, weather, or seasonal conditions that has a significant effect on the discharge of pollutants to surface water or underground water.
  - (2) Inspections or investigations by site operators, local, state, or federal officials indicate the plans are not effective in eliminating or significantly minimizing the discharge of pollutants to surface water or underground water or that the discharges are causing water quality standard exceedances.
  - (3) The plan is not achieving the general objectives of minimizing pollutants in stormwater discharges associated with construction activity.
- (g) *Permit completion.* Before work under the permit is deemed complete, the permittee must submit as-builts with associated georeferenced CAD or industry standard hydrologic and hydraulic model, a long-term maintenance plan and agreement and information demonstrating that the stormwater facilities conform to design specifications.

#### **Section 18.0208 Approval standards.**

- (a) *Application review.* The applicant shall not commence any construction activity subject to this chapter until a permit has been authorized by the city.
- (b) *Permit authorization.* If the city determines that the application meets the requirements of this chapter, the city may issue approval authorizing the project or activity. The approval shall be valid for one year.
- (c) *Permit denial.* If the city determines the application does not meet the requirements of this chapter, the application must be denied. If the application is denied, the applicant will be notified of the denial in writing including reasons for the denial. Once denied, a new application must be resubmitted for approval before any activity may begin.
- (d) *Better site design.* Whenever possible, development projects shall be designed using the better site design techniques of the current version of the Minnesota Stormwater Manual.

- (e) *MIDS calculator.* Final site design and choice of permanent stormwater volume reduction practices shall be based on outcomes of the MIDS calculator (or other model that shows the performance goal can be met) and shall meet the performance goals in section 18.0208(h)(3) of this chapter.
- (f) *Buffer requirement.* Buffer locations and widths must comply with the State of Minnesota and Minnesota Pollution Control Agency standards.
- (g) *Erosion and sediment control:*
  - (1) *Site design.* The following general criteria shall be incorporated in site design for erosion and sediment control:
    - a. Minimize disturbance of natural soil cover and vegetation.
    - b. Minimize, in area and duration, exposed soil and unstable soil conditions.
    - c. Protect receiving water bodies, wetlands, and storm sewer inlets.
    - d. Protect adjacent properties from sediment deposition.
    - e. Minimize off-site sediment transport on trucks and equipment.
    - f. Minimize work in and adjacent to waterbodies and wetlands.
    - g. Maintain stable slopes.
    - h. Avoid steep slopes and the need for high cuts and fills.
    - i. Minimize disturbance to the surrounding soils, root systems and trunks of trees adjacent to site activity that are intended to be left standing.
    - j. Minimize the compaction of site soils.
  - (2) *Erosion and sediment control plan.*
    - a. Unless otherwise exempted by this chapter in section 18.0205(b) an erosion and sediment control plan shall be submitted and an erosion and sediment control permit shall be required prior to any proposed land disturbing activity that requires coverage under NPDES/SDS Construction Stormwater Permit MNR100001 or its successor or that meets any of the criteria in i through ii, immediately below:
      - i. Any project with wetland impacts, grading within public waters, grading within buffers or within 40-feet of the bluff line.
      - ii. A land disturbing activity, regardless of size, that the city determines is likely to cause an adverse impact to an environmentally sensitive area or other property, or may violate any other erosion and sediment control standard set forth in this chapter.
- (h) *Post Construction stormwater management.*
  - (1) *Site design.* The following general criteria shall be incorporated in site design for stormwater runoff to protect surface and ground water and other natural resources by maintaining pre-development hydrological conditions:
    - a. Reduce impacts on water.

- b. Protect soils.
- c. Preserve vegetation.
- d. Decrease runoff volume.
- e. Decrease erosion and sedimentation.
- f. Decrease flow frequency, duration, and peak runoff rates.
- g. Increase infiltration (groundwater recharge).
- h. Maintain existing flow patterns.
- i. Reduce peak flows.
- j. Store stormwater runoff on-site.
- k. Avoid channel erosion.

(2) *Stormwater management permit.*

- a. Unless otherwise exempted by section 18.0205(b), an approved stormwater management permit shall be required prior to any proposed land development activity that requires coverage under NPDES/SDS Construction Stormwater Permit MNR100001 or its successor or that meets any of the criteria in i through ii, immediately below. All stormwater management permits shall include an erosion and sediment control plan or a stormwater pollution prevention plan (SWPPP).
  - i. Any project requiring a variance from the current local impervious surface zoning requirements for the property.
  - ii. Any land development activity, regardless of size, that the City determines is likely to cause an adverse impact to an environmentally sensitive area or other property.

(3) *Stormwater volume reduction performance standards.*

- a. Any applicant for a stormwater management permit as defined in section 18.0208(h)(2). of this article must meet the following performance goals:
  - i. *New development volume control.* For new, nonlinear developments on sites where the sum of the new impervious surface and the fully reconstructed impervious surface equals one or more acres, stormwater runoff volumes will be controlled and the post-construction runoff volume shall be retained on site for 1.0 inches of runoff from all impervious surfaces on the site.
  - ii. *Redevelopment volume control.* For nonlinear redevelopment projects on sites where the sum of the new and existing impervious surface equals one or more acres, the stormwater runoff volumes will be controlled, and the post-construction runoff volume shall be retained on site for 1.0 inches of runoff from all impervious surfaces on the site.
  - iii. *Linear development volume control.* Linear projects on sites where the sum of the new and existing impervious surface equals one or more acres, the

stormwater runoff volumes will be controlled, and the post-construction site shall capture and retain the larger of the following:

- a) 0.50 inches of runoff from the new and fully reconstructed impervious surfaces on the site;
- b) 1.0 inches of runoff from the net increase in impervious area on the site;
- c) Where the entire water quality volume cannot be treated within the existing right-of-way, a reasonable attempt to obtain additional right-of-way, easement, or other permission to treat the stormwater during the project planning process must be made. If additional right-of-way, easements, or other permission cannot be obtained, owners of construction activity must maximize the treatment of the water quality volume prior to discharge from the MS4.

b. Prioritization of treatment BMPs must take the following guidance into account:

- i. Volume reduction practices must be considered first and shall include infiltration, reuse and rainwater harvesting, and canopy interception and evapotranspiration and/or additional techniques included in the MIDS calculator and the Minnesota Stormwater Manual.
- ii. Higher priority shall be given to BMPs that include volume reduction. Secondary preference is to employ filtration techniques, followed by rate control BMPs. Factors that prohibit the selection of infiltration BMPs are specified in the MPCA's "contamination screening checklist" on the Minnesota Stormwater Manual website and generally include:
  - a) Systems that would receive discharges of vehicle fueling and maintenance areas
  - b) Karst geology.
  - c) Shallow bedrock.
  - d) High groundwater.
  - e) Hotspots or contaminated soils.
  - f) Drinking water source management areas or within 200 feet of drinking water well.
  - g) Zoning, setbacks, or other land use requirements.
  - h) Poor soils (infiltration rates that are too low or too high, problematic urban soils).
- iii. Applicants shall attempt to comply fully with the appropriate performance standards and prioritization of treatment BMPs described above. Alternatives considered and presented shall examine the merits of relocating project elements to address varying soil conditions and other constraints across the site. If full compliance is not possible due to any of the factors listed above, the applicant must document the reason. If site constraints or restrictions limit the full treatment goal, the following treatment alternative shall be used.

Off-site treatment. Mitigation equivalent to the original performance goal for new development, linear development, or redevelopment, as described above in this section, (including banking or cash) can be performed off-site to protect the receiving water body. Owners of the construction activity shall identify locations where off-site treatment projects can be completed. Off-site treatment projects must involve the creation of new structural stormwater BMPs or the retrofit of existing structural stormwater BMPs, or the use of a properly designed regional structural stormwater BMP. Off-site treatment projects must be completed no later than 24 month-s after the start of the original construction activity. Any requirements related to off-site treatment will be outlined in a developers agreement. -Off-site treatment shall be achieved in areas selected in the following order of preference:

- a) Locations that yield benefits to the same receiving water that receives runoff from the original construction activity.
- b) Locations within the same department of natural resource (DNR) catchment area (Hydrologic Unit 08) as the original construction activity.
- c) Locations within the next adjacent DNR catchment area upstream.
- d) Locations anywhere within the city's jurisdiction.

iv. *Stormwater management rate control.* For new development, redevelopment, and linear development sites the site design shall provide on-site treatment during construction and post-construction to ensure no increase in offsite peak discharge for the one-year, two-year, ten-year, and 100-year, 24-hour storm events. For individual building lots not part of a common plan of development site rate control requirements do not apply.

(i) *Other design standards.*

- (1) *Minnesota Stormwater Manual.* All volume control for water quality and quantity and site design specifications shall conform to the current version of the Minnesota Stormwater Manual.
- (2) *NPDES/SDS construction stormwater general permit.* All volume control and water quality and quantity best management practice design specifications shall conform to the current version of the NPDES/SDS construction stormwater general permit.
- (3) *Site erosion and sediment control requirements.* All erosion and sediment control requirements shall conform to the current requirements of NPDES/SDS construction stormwater general permit.

(j) *Failure to meet standards.* Any stormwater management plan which fails to meet the standards contained in this section shall not be approved by the city council.

(k) *Site dewatering.* Water pumped from the site shall be treated by temporary sedimentation basins, grit chambers, sand filters, upflow chambers, hydro-cyclones, swirl concentrators or other controls that are appropriate. Water may not be discharged in a manner that causes erosion or flooding of the site, receiving channels or a wetland.

(l) *Construction site waste.*

- (1) *Waste and material disposal:* All waste, unused building material (including garbage debris, cleaning wastes, wastewater, toxic materials or hazardous materials), collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction and demolition debris and other wastes must be properly contained on site and disposed of off site, not allowed to be carried by runoff into receiving channel or storage sewer system.
  - (2) *Hazardous materials:* Oil, gasoline, paint, and any hazardous substances must be properly stored, including secondary containment, to prevent spill, leaks, or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Concrete wash must be limited to a defined area of the site and runoff must be contained within the defined area. Storage of hazardous waste must be in compliance with MPCA regulations.
  - (3) *Liquid waste:* All non-stormwater discharges (concrete truck washout, vehicle washing, maintenance spills, etc.) conducted during the construction activity must comply with the newest version of the state NPDES permit.
  - (4) *Sanitary facilities:* Adequate on-site sanitary facilities shall be provided in convenient location(s) for all persons who work on the site.
- (m) *Design standards.* Stormwater detention facilities constructed in the city shall be designed according to the most current technology and design criteria outlined in the MPCA's Minnesota Stormwater Manual and be approved by the city engineer and shall contain, at a minimum, the following design factors:
- (1) A stormwater pond must have a permanent pool equal to or greater than 1,800 cubic feet of storage below the outlet pipe for each acre that drains to the basin.
  - (2) The basin's permanent volume must reach a depth of at least three feet and must have no depth greater than ten feet.
  - (3) A permanent pool length-to-width ratio of 3:1 or greater.
  - (4) A minimum protective shelf extending ten feet into the permanent pool with a slope of 10:1, beyond which slopes should not exceed 2:1.
  - (5) A buffer of unmowed natural vegetation surrounding the basin 100 year flood elevation.
  - (6) All stormwater detention facilities shall have a device to keep oil, grease, and other floatable material from moving downstream as a result of normal operations.
  - (7) All stormwater detention facilities must have pretreatment to remove coarse-grained particles.
  - (8) Where applicable, a minimum of 10 feet shall be provided on all sides of all publicly owned stormwater facilities for facility maintenance.
  - (9) All stormwater management facilities shall be preserved by dedication or perpetual easement, including maintenance access, to the City.
- (n) *Wetlands.*
- (1) Runoff shall not be discharged directly into wetlands without water quality treatment.

- (2) A buffer of natural vegetation shall surround all wetlands. The location and width of protective buffers shall comply with the standards of the Minnesota Pollution Control Agency, Board of Water and Soil Resources and the United States Army Corps of Engineers.
- (3) Wetlands must not be drained or filled, wholly or partially, unless in accordance with the Minnesota Pollution Control Agency, Board of Water and Soil Resources and the United States Army Corps of Engineers.
- (o) *Steep slopes.* Land-disturbing or development activities shall be allowed on slopes of 18 percent or more by the discretion of the city engineer.
- (p) *Catch basins.* All newly installed and rehabilitated catch basins shall be provided with a sump area for the collection of coarse-grained material. Such basins shall be cleaned when they are half-filled with material.
- (q) *Drain leaders.* All newly constructed and reconstructed buildings will route drain leaders to pervious areas wherein the runoff can be allowed to infiltrate. The flow rate of water exiting the leaders shall be controlled so no erosion occurs in the pervious areas.

**Section 18.0209 Inspections.**

- (a) *Inspections and record keeping.*
  - (1) *Applicant responsibilities.* The applicant is responsible for inspections and record keeping during and after construction for all privately-owned stormwater treatment practices on the site.
  - (2) *City inspections.* The city reserves the right to conduct inspections on a regular basis to ensure that both temporary and permanent stormwater management and erosion and sediment control measures are properly installed and maintained prior to construction, during construction, and at the completion of the project.
- (b) *Right of entry and inspection.*
  - (1) *Powers.* The issuance of a permit constitutes a right-of-entry for the city or its authorized representative to enter upon the construction site. Upon presentation of credentials, the applicant shall allow the city, or its authorized representatives, to:
    - a. Enter the permitted site for the purpose of obtaining information, examination of records, and conducting investigations or surveys;
    - b. Bring such equipment upon the permitted site as is necessary to conduct such surveys and investigations;
    - c. Examine and copy any books, papers, records, or memoranda pertaining to activities or records required to be kept under the terms and conditions of the permit;
    - d. Inspect the stormwater pollution control measures;
    - e. Sample and monitor any items or activities pertaining to stormwater pollution control measures;
    - f. Correct deficiencies in stormwater and erosion and sediment control measures.



- (c) *Fees.* Fees will be applied according to the City's current fee schedule.
- (d) *Long term inspection and maintenance of stormwater facilities.*
  - (1) *Private stormwater facilities.* It is the intent of the City of Eagle Lake to own all stormwater infrastructure. Only in the event of extraordinary circumstances will private facilities be permitted. Specific requirements regarding maintenance, access, and inspections will be outlined in a developers agreement that meets all requirements outlined in this chapter and the MCM 5 legal mechanism requirements identified in the Minnesota Pollution Control Agency MS4 general permit. In all cases, stormwater infrastructure must meet the design, rate, and water quality standards outlined in this chapter.
    - a. *Maintenance plan required.* No private stormwater facilities may be approved unless a maintenance agreement is provided that defines who will conduct the maintenance, the type of maintenance necessary to ensure effective performance, and the maintenance intervals. All private stormwater facilities shall be inspected by the property owner and maintained in proper condition by the owner consistent with the performance goals for which they were originally designed.
    - b. *Facility access.* The applicant shall obtain all necessary easements or other property interests to allow access to the facilities for inspection or maintenance for both the responsible party and the City or authorized representative.
    - c. *Removal of settled materials.* All settled materials including settled solids, shall be removed from ponds, sumps, grit chambers, and other devices as necessary and disposed of in accordance with MPCA BMP sediment removal and disposal guidance.
    - d. *Inspections.* All stormwater facilities within the city shall be inspected by the property owner during construction, during the first year of operation, and at a frequency consistent with the maintenance plan. Inspection reports shall be provided to the city upon request.
  - (2) *Public stormwater facilities.*
    - a. *Acceptance of publicly owned facilities.* Before work under the permit is deemed complete; the permittee must submit as-builts and a maintenance plan demonstrating at the time of final stabilization that the stormwater facilities conform to design specifications. A final inspection shall be required before the city accepts ownership of the stormwater facilities.
    - b. *Maintenance.* The city shall perform maintenance of publicly owned stormwater facilities in accordance with their comprehensive stormwater management plan and other regulatory requirements.
- (e) *Easements.* If a stormwater management plan involves direction of some or all runoff off the site, it shall be the responsibility of the applicant to obtain from adjacent property owners any necessary easements or other property interests concerning flowage of water.

#### **Section 18.0210 Enforcement.**

- (a) *Notification of failure of the permit.* The city shall notify the permit holder of the failure of the permit's measures.
  - Initial contact.* The initial contact will be to the party or parties listed on the

application and/or the stormwater management plan as contacts. Such notification should be in writing, but if it is verbal, a written notification should follow as quickly as practical. Except during an emergency action, 48 hours after notification by the city or 72 hours after the failure of erosion and sediment control measures, whichever is less, the city at its discretion, may begin corrective work. There are conditions when time is of the essence in controlling erosion. Where such conditions exist, the city may take immediate action, and then notify the applicant as soon as possible.

- (1) *Erosion off-site.* If erosion breaches the perimeter of the site, the applicant shall immediately develop a cleanup and restoration plan, obtain the right-of-entry from the adjoining property owner, and implement the cleanup and restoration plan within 48 hours of obtaining the adjoining property owner's permission. In no case, unless written approval is received from the city, may more than seven calendar days go by without corrective action being taken. If, in the discretion of the city, the permit holder does not repair the damage caused by the erosion, the city may do the remedial work required. When restoration to wetlands and other resources is required, the applicant shall be required to work with the appropriate agencies to ensure that the work is done properly.
  - (2) *Erosion into streets, wetlands, or water bodies.* If eroded soils (including tracked soils from construction activities) enter or appear likely to enter streets, wetlands, or other water bodies, cleanup and repair shall be immediate. The applicant shall provide all traffic control and flagging required to protect the traveling public during the cleanup operations.
  - (3) *Failure to do corrective work.* When an applicant fails to conform to any provision of this ordinance within the time stipulated, the City may take the following actions:
    - a. Issue a stop work order.
    - b. Withhold the scheduling of inspections.
    - c. Withhold the issuance of a certificate of occupancy.
    - d. Revoke any permit issued by the city to the applicant for the site in question or any other of the applicant's sites within the city's jurisdiction.
    - e. Correct the deficiency or hire a contractor to correct the deficiency.
      - i. The applicant shall reimburse the city for all costs incurred in correcting stormwater pollution control deficiencies. If payment is not made within 30 days after costs are incurred by the city, payment shall be made from the applicant's financial securities as described in city's zoning ordinance.
      - ii. If there is an insufficient financial amount in the applicant's financial securities as required by the city's zoning ordinance, the City may assess the remaining amount against the property. As a condition of the permit, the owner shall waive notice of any assessment hearing to be conducted by the city, concur that the benefit to the property exceeds the amount of the proposed assessment, and waive all rights by virtue of M.S.A. § 429.081 to challenge the amount or validity of assessment.
- (b) *Construction stop work orders.* The city reserves the right to issue construction stop work orders when cooperation with inspections is withheld, or when a violation of this ordinance is identified that requires immediate attention to protect human health and/or the environment.

- (c) *Other actions to ensure compliance.* The city can take any combination of the following actions in the event of a failure by applicant to meet the terms of this ordinance:
- (1) Withhold inspections or issuance of certificates or approvals.
  - (2) Revoke any permit issued by the city to the applicant.
  - (3) Conduct remedial or corrective action on the development site or adjacent site affected by the failure.
  - (4) Charge applicant for all costs associated with correcting the failure or remediating damage from the failure; if payment is not made within 30 days, payment will be made from the applicant's financial securities.
  - (5) Bring other actions against the applicant to recover costs of remediation or meeting the terms of this chapter.

**Section 18.0211 Penalty.**

- (a) Violation and misdemeanor. Every person or legal entity who violates a section, subdivision, paragraph, or provision of this chapter when they perform an act thereby prohibited or declared unlawful or fails to act when such failures thereby prohibited or declared unlawful, or performs an act prohibited or declared unlawful by a code adopted by reference in this chapter, and upon conviction thereof, shall be punished as a misdemeanor.
- (b) Each day that a separate violation exists shall constitute a separate offense.



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July 10, 2023

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

Bradley Van Deise with Eide Bailly will be at the meeting to present the annual audit report.

Attached is a copy of the Executive Summary.

An electronic copy of the Audit Report is now available on the City's website.

Jennifer J. Bromeland  
City Administrator



# **CITY OF EAGLE LAKE, MINNESOTA**

Executive Summary – December 31, 2022



CPAs & BUSINESS ADVISORS



# AUDIT RESULTS



# AUDIT OPINION

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- The City received a “clean” audit opinion
  - Unmodified opinion – financial statements are prepared using accounting principles generally accepted in the U.S. (GAAP)
  - Financial statements do not contain material misstatements and are fairly presented
- Opinion is merely the auditor’s professional opinion, based on audit work, on whether the financial statements were prepared in accordance with GAAP, free from material misstatement, and fairly presented



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# AUDIT FINDINGS

# FINDINGS

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## **Financial Statement:**

1. Preparation of Financial Statements
2. Material Journal Entries
3. Segregation of Duties

## **Minnesota Legal Compliance:**

None Reported



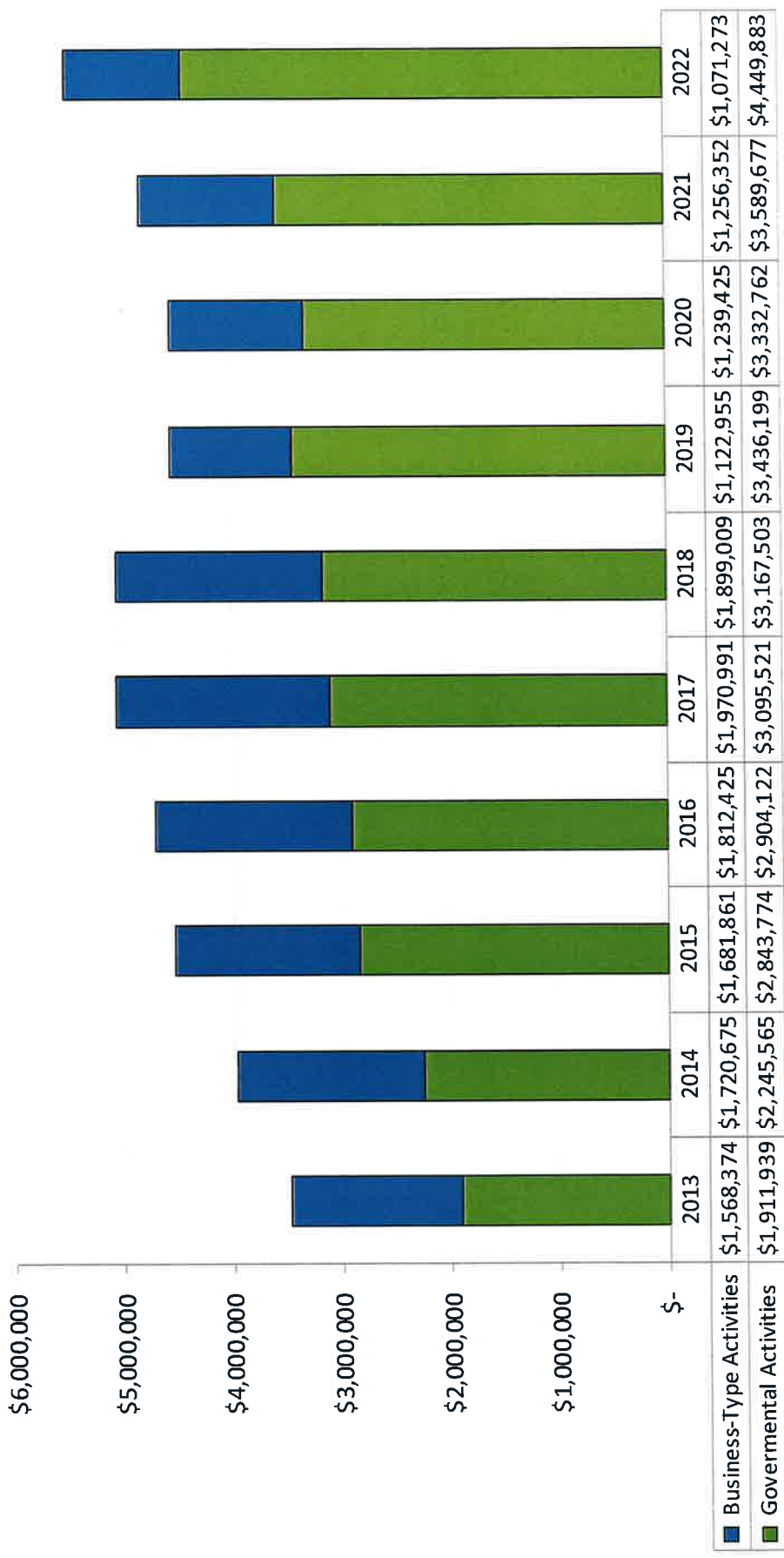


# CASH AND INVESTMENTS

# CASH/INVESTMENTS

Most significantly affected by the state aid payment structure and tax levy collection.

Balances of the City for the past ten years:



*UP*



# GENERAL FUND

# BUDGET TO ACTUAL

	Original and Final Budget	Actual	Variance With Final Budget
<b>Revenues</b>			
Property taxes	\$ 696,904	\$ 711,848	\$ 14,944
Special assessments	3,349	2,628	(721)
Intergovernmental	926,186	915,472	(10,714)
Charges for services	379,602	396,218	16,616
Interest earnings	25,000	73,524	48,524
Other	178,300	265,094	86,794
<b>Total revenues</b>	<b>2,209,341</b>	<b>2,364,784</b>	<b>155,443</b>
			<b>7.0%</b>
			<b>Positive</b>
<b>Expenditures</b>			
General government	728,868	601,995	126,873
Public safety	882,386	584,627	297,759
Streets and highways	275,830	236,222	39,608
Sanitation	188,286	217,094	(28,808)
Culture and recreation	159,471	156,050	3,421
Debt service	1,391	1,357	34
<b>Total expenditures</b>	<b>2,236,232</b>	<b>1,797,345</b>	<b>438,887</b>
			<b>19.6%</b>
			<b>Positive</b>
<b>Excess of Revenue Over Expenditures</b>	<b>(26,891)</b>	<b>567,439</b>	<b>594,330</b>
<b>Other financing sources (uses)</b>			
Transfers out	-	(300,000)	(300,000)
<b>Net change in fund balances</b>	<b>\$ (26,891)</b>	<b>267,439</b>	<b>\$ 294,330</b>
<b>Fund Balances - Beginning, as Adjusted (Note 7)</b>		<b>3,032,820</b>	
<b>Fund Balance - Ending</b>		<b>\$ 3,300,259</b>	

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# A POSITIVE FUND BALANCE:

- 1** Contributes to a favorable bond rating
- 2** Produces investment income and provides a source of working capital to meet cash flow needs
- 3** Offers a cushion for unexpected expenditures or revenue shortfalls





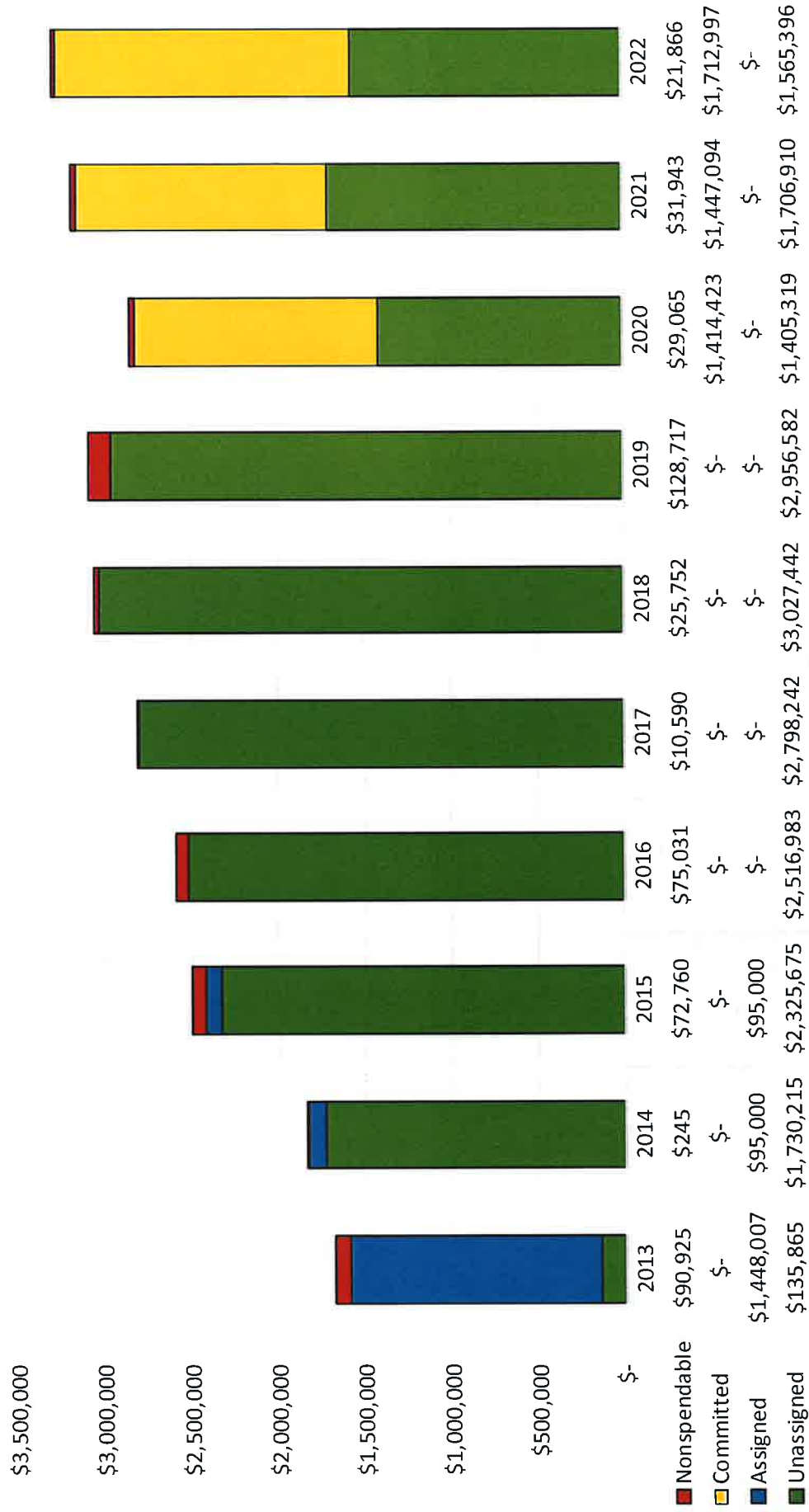
# FUND BALANCE CATEGORIES

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<b>Nonspendable</b>	<p>Represents amounts that cannot be spent</p> <p>Not in spendable form</p> <p>Inventory, prepaid expenses</p>
<b>Restricted</b>	<p>Legally restricted by outside parties</p> <p>Cannot be appropriated for other spending</p>
<b>Committed</b>	<p>Intended for a specific activity</p> <p>Imposed by formal action of the council but is not legally restricted</p>
<b>Assigned</b>	<p>Intended for a specific activity by council or designated individuals</p> <p>Not legally restricted</p>
<b>Unassigned</b>	<p>Reserves</p> <p>“Rainy day” fund</p>

# TOTAL FUND BALANCES

Total fund balances of the General Fund for the past 10 years:



# RECOMMENDATIONS REGARDING FUND BALANCES

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**State of Minnesota Office of the State Auditor (OSA):** at year-end, local governments maintain an unrestricted fund balance in their general fund

- Special Revenue Funds: approximately 35-50% of fund operating funds
- No less than 5 months of operating expenditures

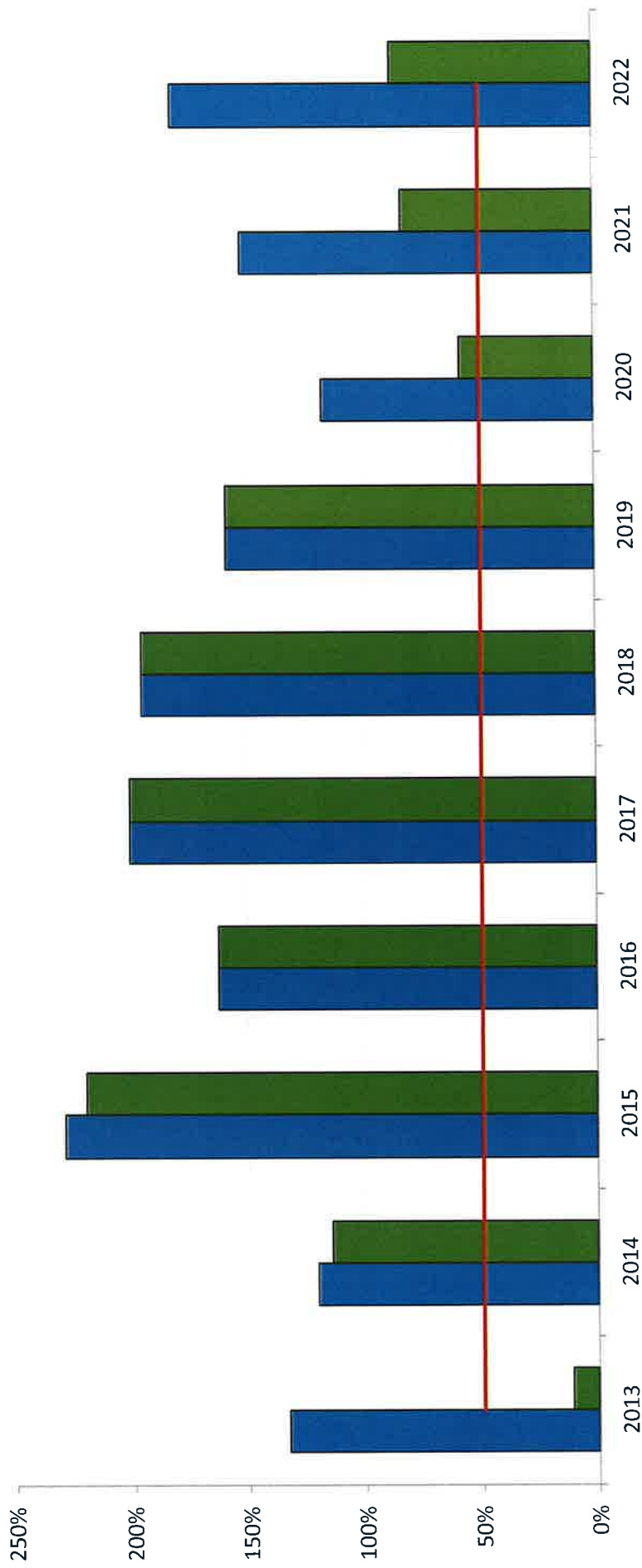
**Government Finance Officers Association (GFOA):** at year-end, local governments maintain an unrestricted fund balance of no less than 5-15% of operating expenses.

**The City** has a policy to strive to maintain a minimum unassigned general fund balance of 50% of the annual budget.

# UNRESTRICTED FUND BALANCE

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The City's unrestricted fund balance (blue) and unassigned fund balance (green) as a percentage of disbursements in the General Fund for the last 10 years

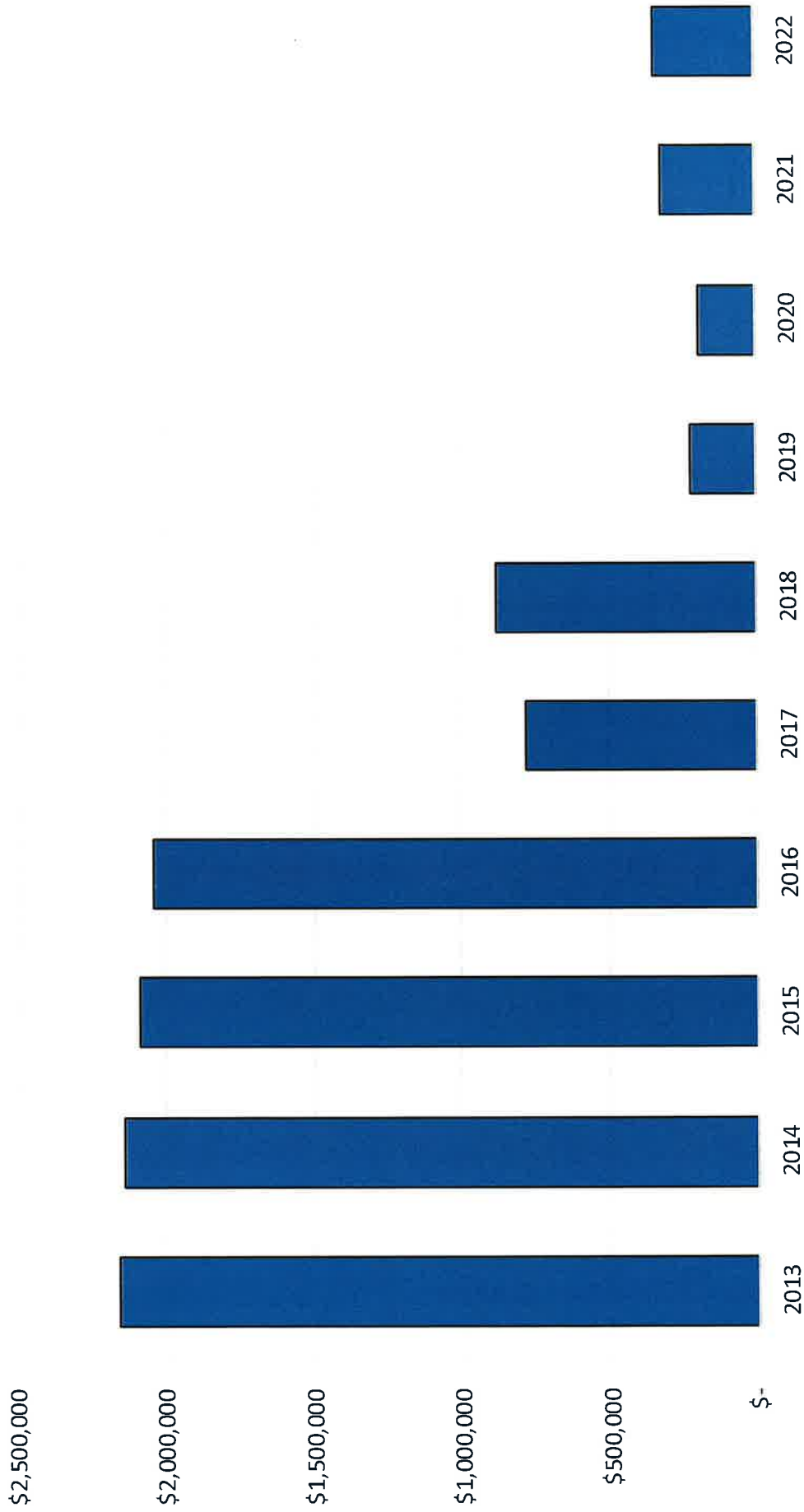




# OTHER FUNDS

# YEAR END FUND BALANCE – DEBT SERVICE FUNDS

Positive fund balance indicates that revenues from property tax levies and special assessments have been sufficient to meet the required debt service payments.

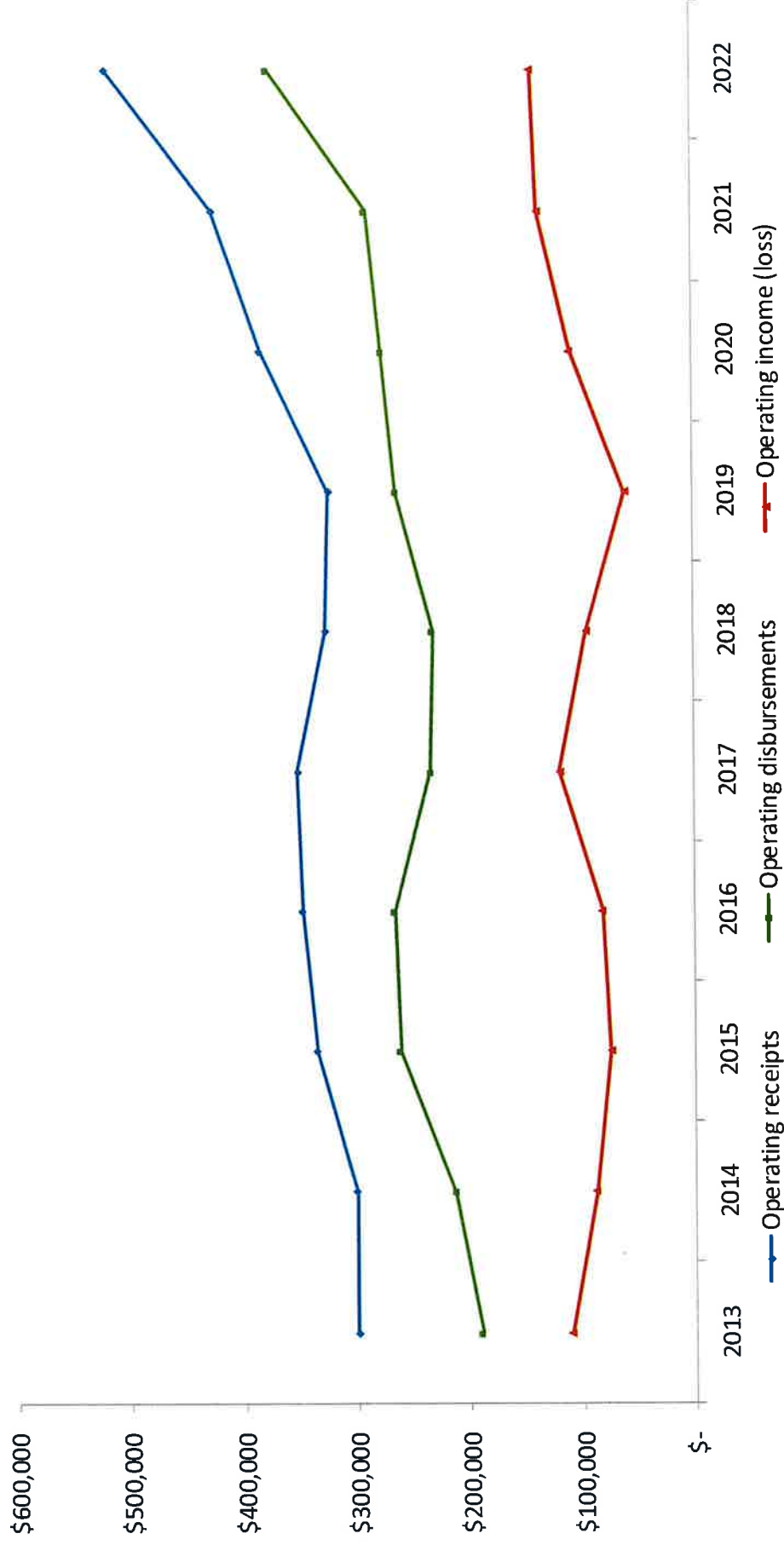




# OPERATING REVENUES, EXPENSES, AND INCOME

## WATER FUND

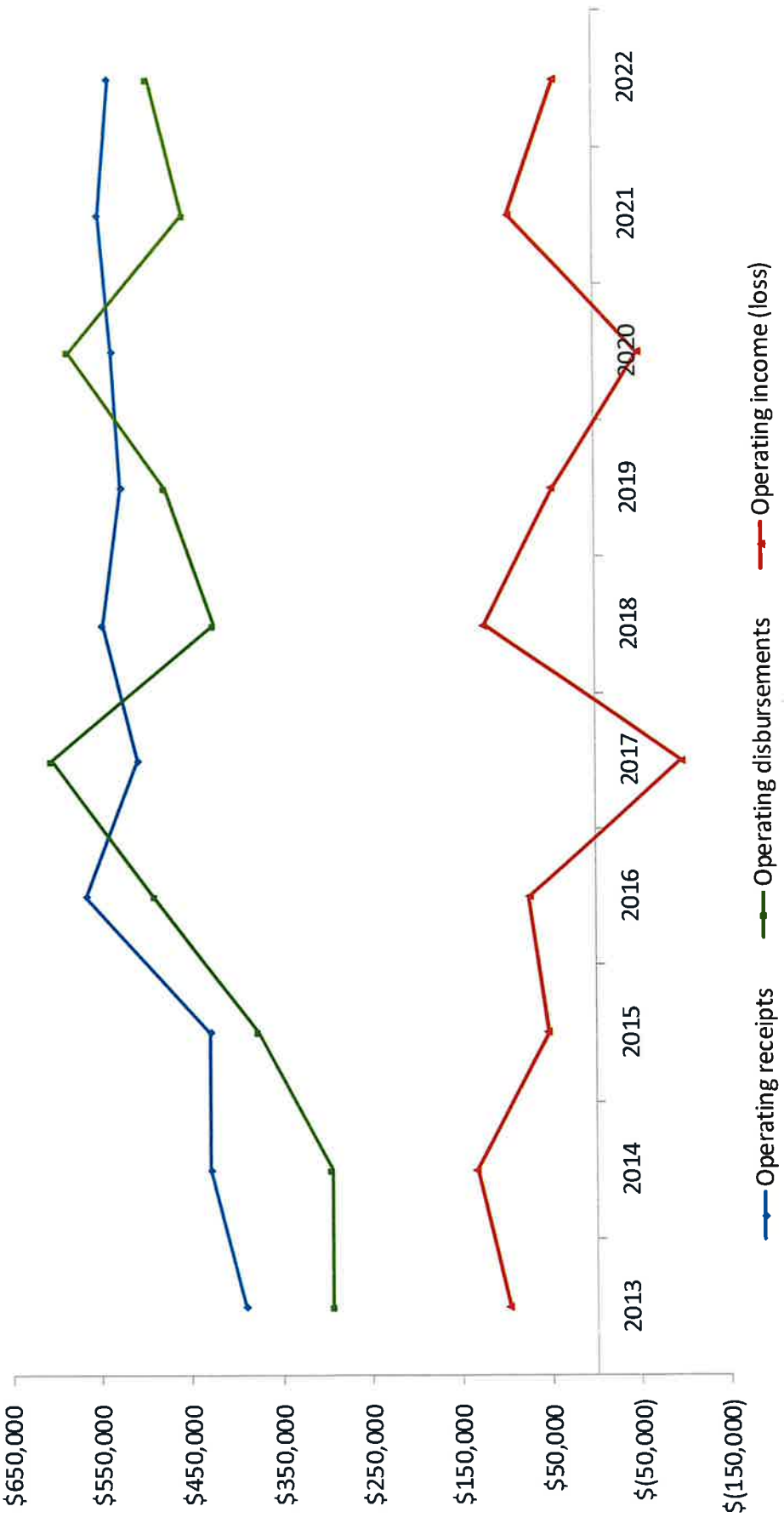
The operating revenues (blue), operating expenses (green), and operating income (red) for the water fund are presented below. For the last 10 years, operating revenues have been sufficient to cover the operating expenses of the water system.





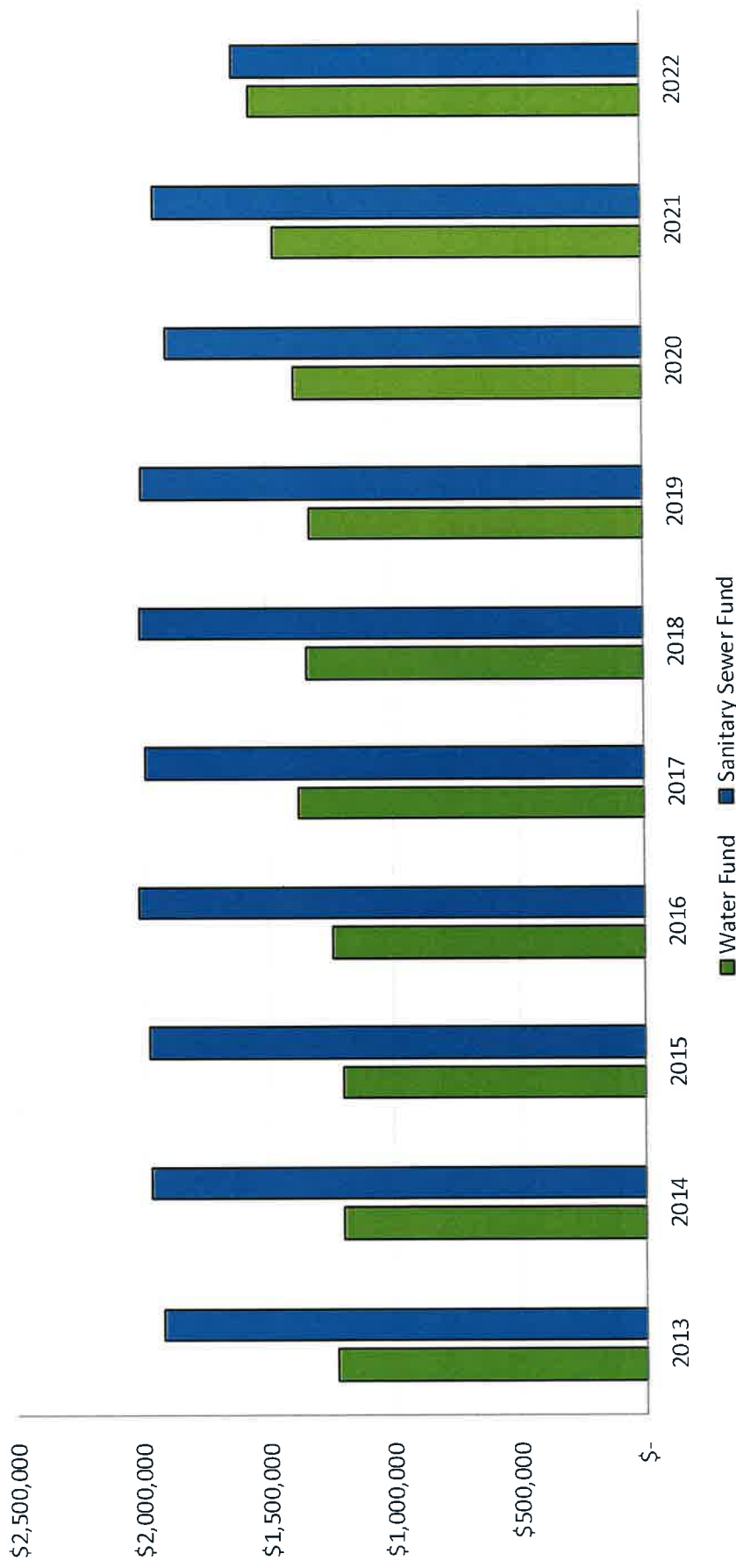
# OPERATING REVENUES, EXPENSES, AND INCOME SANITARY SEWER FUND

The operating revenues (blue), operating expenses (green), and operating income (red) for the sanitary sewer fund are presented below. For 8 of the last 10 years, operating revenues have been sufficient to cover the operating expenses of the sanitary sewer system.



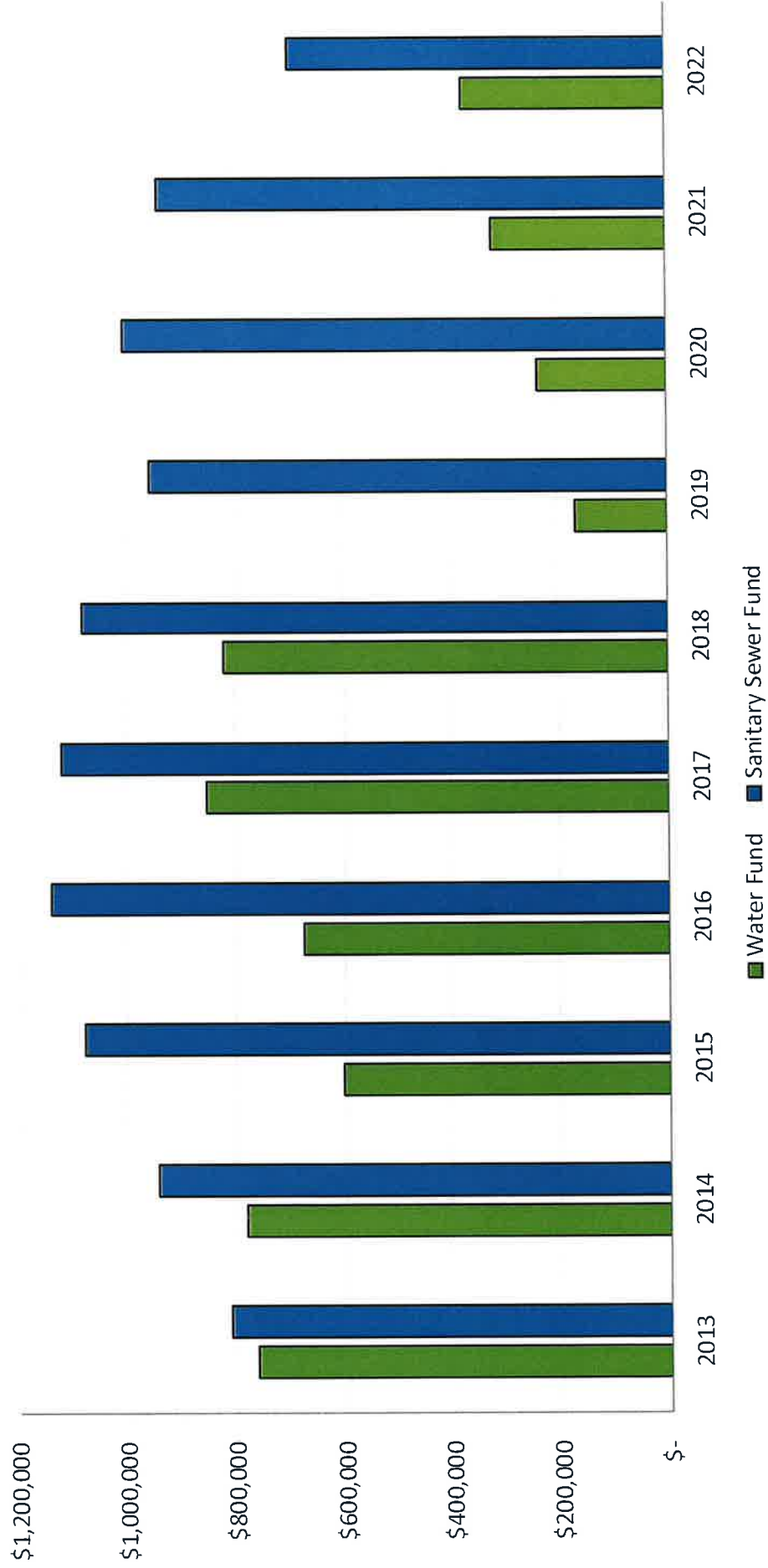
# YEAR-END NET POSITION WATER AND SANITARY SEWER FUNDS

Positive net position indicates that revenues from operating activities, grant revenues, and interest have been sufficient to meet the required debt service payments and provide for transfers to governmental activities.



# YEAR-END UNRESTRICTED CASH AND INVESTMENTS WATER AND SANITARY SEWER FUNDS

A healthy cash balance in the water and sanitary sewer funds allows for continued payments towards debt and operations.



# WHAT'S NEXT AND OTHER TOPICS

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- Federal grant programs
  - American Rescue Plan Act
  - Infrastructure Investment and Jobs Act
- GASB No. 96, *Subscription-Based Information Technology Arrangements (2023)*
- Ongoing Communication – throughout the year
  - Online publications
  - Webinars
  - Access to specialists





# QUESTIONS?

This presentation is presented with the understanding that the information contained does not constitute legal, accounting or other professional advice. It is not intended to be responsive to any individual situation or concerns, as the contents of this presentation are intended for general information purposes only. Viewers are urged not to act upon the information contained in this presentation without first consulting competent legal, accounting or other professional advice regarding implications of a particular factual situation. Questions and additional information can be submitted to your Eide Bailly representative, or to the presenter of this session.



**THANK YOU**

**eidebailly.com**




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July 10, 2023

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

City Attorney Chris Kennedy was asked to attend tonight's City Council meeting to advise on the following matters: moratorium prohibiting the sale, testing, manufacturing, cultivating, growing, transporting, delivery, and distribution of cannabis products in the City of Eagle Lake; right of way ordinance; and indemnity agreement for concessions trailer at park.

We will discuss each of the above-listed matters in more detail at the meeting.

  
Jennifer J. Bromeland  
City Administrator





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July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Mike Guentzel with Citizens Against the Motorsports Park (CAMP)

Mike Guentzel with CAMP has requested the ability to address the City Council this evening related to land that he recently purchased in the area proposed for the motorsports park.

Given the current appeal process and pending litigation with Mr. Guentzel and CAMP, the City Council is advised to allow Mr. Guentzel to speak but not respond at this time without further advice from legal counsel on the matter.

Jennifer J. Bromeland  
City Administrator




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July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Roger Bechel – Fiber Complaint

Roger Bechel, resident at 309 S. Agency Street, has requested the ability to address the City Council this evening to express concern about a recent fiber service drop installation that took place in an easement on his property. Mr. Bechel has emailed some pictures and asked that they be shared with the City Council. City staff will have the pictures available for viewing on the large screen at the meeting.

Mr. Bechel has requested that the utility easement on his property be vacated. City staff emailed Mr. Bechel a utility vacation application form. The utility vacation process involves providing notice to nearby property owners and affected utilities along with a public hearing.

  
Jennifer J. Bromeland  
City Administrator



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July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Nick Sorenson with Consolidated Communications - Fiber Build Update

Nick Sorenson with Consolidated Communications will be at this evening's meeting to give an update and answer any questions about the fiber build in Eagle Lake.

  
Jennifer J. Bromeland  
City Administrator



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July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: David Wing with Office of Congressman Brad Finstad

David Wing, District Outreach Representative with the Office of Congressman Brad Finstad, reached out recently to inform that he will be attending the City Council meeting this evening. Mr. Wing has requested the opportunity to introduce himself and the Congressman's office.

Jennifer J. Bromeland  
City Administrator



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July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Police Department Staffing Challenges and Police Chief Recommendation

Like many police departments across the state and country, Eagle Lake's Police Department is struggling to attract and retain police officers – both full-time and part-time positions. Funding for a fourth full-time officer was included in the 2023 budget but we have not been able to fill the position and have instead been operating with just three officers – the police chief and two full-time officers. The staffing shortage has placed a strain on Eagle Lake's officers because of challenges with scheduling and taking time off and needing to be available for on-call.

At the present time, there is an officer on duty 20 hours a day, Monday-Friday, and 12 hours a day, Saturday-Sunday. The remainder of the time, either an Eagle Lake Police Officer or the Blue Earth County Sheriff's Office is on-call. An emergency on-call agreement has been in place with the Blue Earth County Sheriff's Office since June of 2022. With the recent resignation of Eagle Lake's two full-time police officers, Eagle Lake's police roster now consists of the police chief and a newly hired full-time officer. Due to the time involved with field training, the soonest that the newly hired full-time police officer will be able to work independently will be this fall.

Police Chief John Kopp has been working on a staffing contingency plan for his department, which he will be presenting this evening. Included in his plan is a recommendation to contract with the Blue Earth County Sheriff's Office 12 hours a week to help fill gaps in coverage. Under the current plan, Chief Kopp will already be working overtime each week. Attached is a draft Contract for Police Services between the City of Eagle Lake and Blue Earth County Sheriff's Office for 12 hours of patrol coverage each week at a rate of \$75 per hour for 2023. (The rate will be increasing to \$80 per hour, effective January 1, 2024.) For comparison purposes, the cost to pay the Eagle Lake officer overtime with benefits totals \$74.51 per hour. There is no additional cost for wear and tear of the squad and fuel when contracting – the total hourly rate is \$75. While this recommendation appears the most viable, the total hours contracted may need to be monitored and increased to ensure that Eagle Lake's officer is well rested and able to take time off when needed so as to avoid burnout.

Given the critical staffing shortage that the department is facing, City staff reached out the Blue Earth County Sheriff's Department to obtain a rough number as to what it would cost in the event the City has no choice but to contract fully for law enforcement coverage if the staffing situation worsens. Eagle Lake's 2023 Police Department budget totals \$469,361 and includes all department related expenditures including capital outlay. Based on 2023 numbers, the cost to

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contract fully for law enforcement coverage with the Blue Earth County Sheriff's Office for 20 hours of coverage a day, Monday -Friday, and 12 hours of coverage a day, Saturday-Sunday, is \$463,715. This includes capital outlay for squads and equipment. In this scenario, Eagle Lake would be covered with a response 24/7 from the Sheriff's Office at no additional cost. This means that any calls that come in, regardless of time of day and whether there is an officer on duty, would be covered under the contract at no additional cost. It should be emphasized that the City Council and City staff value and support the police department and will be working hard to attract and retain police officers. The information as it relates to contracting fully with Blue Earth County is included solely to ensure that the City Council is aware of and considering all options available to ensure the best coverage to the citizens of Eagle Lake if the staffing situation further deteriorates and no other options exist for coverage. If the City Council wishes to explore this option further, City staff recommends that a work session be scheduled and a rep from the Blue Earth County Sheriff's Office be invited to attend to discuss the concept in more detail and answer any questions.

There are over 170 law enforcement openings currently on the POST board. Simply, there aren't enough officers to fill every opening across the state right now and that is why all options are being explored to ensure the best coverage for Eagle Lake.

An outcome of the 2023 legislative session is \$210 million in one-time public safety aid to all cities in MN. The aid can be spent on fire, police, emergency medical, or other public safety needs. We will review the allotment for Eagle Lake at the meeting.

Discussion will ensue in more detail at the meeting.

  
Jennifer J. Bromeland  
City Administrator

# CONTRACT FOR POLICE SERVICES

Eagle Lake

THIS AGREEMENT ("Agreement") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, by and between the County of Blue Earth, through its Sheriff's Office (hereinafter, the "County"), and the City of Eagle Lake (hereinafter, the "City"), individually referred to herein as a "Party" and collectively referred to herein as the "Parties."

WHEREAS, the City desires to enter into a contract with the County whereby the County will provide police services within the boundaries of the City; and

WHEREAS, the County agrees to render such services upon the terms and conditions hereinafter set forth; and

WHEREAS, Minnesota Statutes, Section 471.59, authorizes governmental units in the State of Minnesota to enter into agreements by resolution with any other governmental unit to perform on behalf of that unit any service or function which that unit would be authorized to provide for itself; and

WHEREAS, said contract is authorized by Minnesota Statutes, Sections 471.59 & 436.05, and Minnesota Statutes, Sections 366 & 367;

NOW, THEREFORE, it is agreed between the Parties as follows:

## ARTICLE I

PURPOSE: The purpose of this Agreement is to secure police contracting services for the City. Minnesota Statutes, Section 471.59 authorizes two or more governmental units to jointly exercise any power common to the contracting Parties. Minnesota Statutes, Section 436.05 allows municipalities to contract with other municipalities for police services.

## ARTICLE II

POLICE SERVICES. The County agrees to provide police services within the corporate limits of the City to the extent and in the manner set forth below:

- II.1 Police services to be provided under this Agreement shall encompass those police duties and functions which are the type statutorily deemed to be the responsibility of the local communities;
- II.2 With input from the City, the County shall assign personnel as necessary;
- II.3 All matters incident to the performance of such services or the control of personnel employed to render such services shall be and remain in the control of the County;
- II.4 In the event a dispute arises between the Parties concerning the type of services to be rendered, or the manner in which such services are provided, the County shall retain sole discretion in determining a solution to said dispute (e.g., re-assignment of personnel, types of patrol, level of service available); and
- II.5 The police services will be provided to the City for the selected number of contracted hours as per the terms of this Agreement. Such services shall not include situations in which, in the opinion of the County, a police emergency occurs which requires a different use of the



personnel, patrol vehicle, equipment, or the performance of special details relating to police services. It shall also not include the enforcement of matters which are primarily administrative or regulatory in nature (e.g., zoning, building code violations).

### ARTICLE III

SPECIAL EVENTS OR ADDITIONAL SERVICES. If the City desires additional police services over and above the hours contracted for in this Agreement, the City shall contact the Sheriff's Office contract manager or designee noted in this Agreement. The County will invoice the City for these additional services pursuant to Minnesota Statutes, Section 471.425, Subdivision 2(a) (prompt payment of local government bills). It is understood by and between that Parties that for municipalities who have governing boards which have regularly scheduled meetings at least once a month, the standard payment period is defined as within 35 days of the date of receipt of the invoice.

### ARTICLE IV

COOPERATION AMONG PARTIES. It is hereby agreed that the Parties and all of their officials, personnel, agents, and employees shall render full cooperation and assistance to each other to facilitate the provision of the services selected herein.

### ARTICLE V

- V.1. PROVISION OF EQUIPMENT. It is agreed that the County shall provide all necessary labor, supervision, vehicles, equipment, and supplies to maintain and provide the police services selected herein.
- V.2. OFFICE SPACE. The City shall provide office and work space for the assigned personnel.
- V.3. FINANCIAL LIABILITY. The City does not assume liability for the direct payment of any salaries, wages, or other compensation to personnel employed by the County to perform the selected services. It is agreed that all personnel shall be employees of the County and the County shall be responsible for providing worker's compensation insurance and all other benefits to which such personnel shall become entitled by reason of their employment with the County.
- V.4. MUTUAL INDEMNIFICATION. Each Party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless, and defend the other, its personnel, and employees against any and all liability loss, costs, damages, expenses, claims, or actions, including attorney's fees, which its personnel and employees may hereafter sustain, incur, or be required to pay, arising out of or by reason for any act or omission of the Party, its agents, servants, or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement. Liability of the County or other Minnesota political subdivisions shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Chapter 466, and other applicable laws.
- a. It is further understood that Minnesota Statutes, Section 471.59, Subdivision 1a, applies to this Agreement. To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, Subdivision 1a(a); provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

- b. Each Party agrees to promptly notify the other Party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including attorney's fees, involving or reasonably likely to involve the other Party, and arising out of acts or omissions related to this Agreement.

#### V.5. LIABILITY

- a. It is understood and agreed that liability shall be limited by the provisions of Minnesota Statutes, Chapter 466. This Agreement to indemnify and hold harmless does not constitute a waiver by any Party of limitations on liability provided under Minnesota Statutes, Section 466.04. To the full extent permitted by law, actions by Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purposes of liability, all set forth in Minnesota Statutes, Section 471.59, Subdivision 1a(a); provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.
- b. For purposes of determining total liability damages, the participating governmental units are considered a single governmental unit and the total liability for the participating governmental units shall not exceed the limits on governmental liability for a single governmental unit as specified in Minnesota Statutes, Section 3.736, or Minnesota Statutes, Section 466.04, Subdivision 1, or as waived or extended by the joint board or all participating governmental units under Minnesota Statutes, Section 3.736, Subdivision 8, or Minnesota Statutes, Section 471.981. The Parties to this Agreement are not liable for the acts or omissions of the other Parties to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

V.6. INSURANCE. The County agrees that all insurance required to adequately insure vehicles, personnel, and equipment used by the County in the provision of the selected services will be provided by the County.

V.7. Jurisdiction and Venue. Any legal action, suit or proceeding arising out of or relating to this Agreement or the transactions contemplated hereby will be instituted exclusively in the state and federal courts located in Blue Earth County, Minnesota.

### ARTICLE VI

#### VI.1. TERM.

- a. This Agreement is effective upon signature of all Parties and shall remain in effect until cancelled according to the provisions of this Agreement, unless earlier terminated by law.
- b. This Agreement may be terminated by either Party on 60 days written notice to the other Party
- c. The Parties acknowledge their respective and applicable obligations, if any, under Minnesota Statutes, Section 471.59, Subdivision 5, after the purpose of this Agreement has been completed.

VI.2. RATE.

- a. This Agreement shall commence with the County billing the City at a rate of \$75.00 per hour for both standard patrol time.
- b. The billing rate will update to \$80.00 per hour on January 1<sup>st</sup>, 2024, and will be negotiated annually in correlation to wage increases established through collective bargaining unit contracts.

VI.3. NOTICE.

- a. The County shall notify the City of any fee increases a minimum of 60 days in advance.
- b. For purposes of this Agreement, email correspondence shall constitute official notice
- c. Notice under the above provisions shall be sent to:

Blue Earth County Sheriff's Office Designee (TBD)

City of Eagle Lake Designee (TBD)

ARTICLE VII

VII.1. POLICE STAFFING. The County agrees to provide law enforcement protection for the term of this agreement as follows.

- a. An average of 12 hours patrol time per week on days the City does not have an officer on-duty with 6 hours occurring between the hours of 7:00 pm and 1:00 am.
- b. Significant events or incidents that exceed the standard 12-hour patrol schedule shall be billed per staff member working on the event. Billable hours shall be capped at 100 hours for any one specific incident or event unless the parties agree in advance in writing.
- c. Time spent on prisoner transports, evidence processing, reports, and court time which stem from incidents and traffic stops occurring within the City shall be considered part of the 12-hour weekly patrol schedule.
- d. Time spent at City Council meetings and any other venue where a law enforcement presence is requested by the City shall be considered part of the 12-hour weekly patrol schedule.

VII.2. PAYMENT. The County shall invoice the City for services provided on a quarterly basis. The City shall remit payment within 35 days of the date of receipt.

ARTICLE VIII

VIII.1. DATA. All data collected, created, received, maintained, or disseminated in any form for any purposes by the activities of this Agreement is governed by the Minnesota Data Practices Act, Minnesota Statutes Section 13, or the appropriate Rules of Court, and shall only be shared pursuant to laws governing that particular data.

VIII.2. AUDIT. Pursuant to Minnesota Statutes, Section 16C.05, Subdivision 5, the Parties agree that the State Auditor or any duly authorized representative at that time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc. which are pertinent to the accounting practices and procedures related to this Agreement. All such records shall be maintained for a period of six (6) years from the date of termination of this Agreement.

VIII.3. NONWAIVER, SEVERABILITY, AND APPLICABLE LAWS. Nothing in this Agreement shall constitute a waiver by the Parties of any statute of limitation or exceptions on liability. If any part of this Agreement is deemed invalid such shall not affect the remainder unless it shall substantially impair the value of the Agreement with respect to either Party. The Parties agree to substitute for the invalid provision a valid one that most closely approximates the intent of the Agreement.

The laws of the State of Minnesota apply to this Agreement.

VIII.4. MERGER AND MODIFICATION. It is understood and agreed that the entire Agreement between the Parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the Parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the Parties hereto.

VIII.5. FURTHER ASSURANCES. Each of the Parties hereto shall execute and deliver such additional documents, instruments, conveyances and assurances and take such further actions as may be reasonably required to carry out the provisions of this Agreement and give effect to the transactions contemplated hereby.

VIII.6. HEADINGS. The headings in this Agreement are for the purposes of reference only and shall not affect or define the meanings hereof.

IN WITNESS THEREOF, the City has caused this Agreement to be executed by its Mayor and by the authority of its governing body on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

CITY OF EAGLE LAKE

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Mayor

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
City Manager

IN WITNESS THEREOF, the County of Blue Earth has caused this Agreement to be executed by its Chair and attested by its Administrator pursuant to the authority of the Board of County Commissioners on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

COUNTY OF BLUE EARTH:

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
CHAIR, BOARD OF COMMISSIONERS

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
SHERIFF

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
COUNTY ADMINISTRATOR

July 2023

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**Eagle Lake Police Department - FT Police Officer (<https://eaglelakemn.com/city/employment-opportunities>)**

**Job Description:** The City of Eagle Lake is currently accepting applications for the position of Police Officer (Full-Time). The Police Officer protects the citizens of Eagle Lake through crime prevention and detection by patrolling on foot, bicycle or in a vehicle and builds police officer/resident relationships through positive interactions with community members. Minimum qualifications: Associate of Arts or Associate of Science Degree in law enforcement; licensed or eligible to be licensed by the Minnesota P.O.S.T. Board. The compensation package for the position offers competitive benefits including an employer contribution to employee health savings accounts and health and dental insurance. Opportunities exist for a wage increase at 6 months and 1 year of service. Eagle Lake offers a small town atmosphere and is located just a few miles east of the large regional center of Mankato/North Mankato. Elected officials, staff, and community members support and value the Eagle Lake Police Department.

**Agency:** Eagle Lake Police Department

**Location:** Eagle Lake, MN

**Region:** 7

**Pay Rate:** \$25.20 - \$27.82 Hourly

**Deadline:** Monday, July 31, 2023 at 11:59 p.m.

**Website Link:** <https://eaglelakemn.com/city/employment-opportunities> (<https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Feaglelakemn.com%2Fcity%2Femployment-opportunities&data=05%7C01%7Calex.xiong%40state.mn.us%7C7de6e02011d14cae4e9108db78b28a13%7Ceb14b04624c445198f26b89c2159828c%7C0%7C0%7C>)

**Fairfax Police Department - PT Police Officer ([https://fairfax-mn.gov/index.asp?SEC=1143C983-4D92-4CA2-8390-C617EE8F0C4C&Type=B\\_BASIC](https://fairfax-mn.gov/index.asp?SEC=1143C983-4D92-4CA2-8390-C617EE8F0C4C&Type=B_BASIC))**

**Job Description:** The city of Fairfax is looking to hire part-time police officers. Must be a full-time licensed Peace Officer and pass all minimum POST requirements. Position is eligible for retirement benefits. Must be willing to work at least 2-3 shifts a month. Applications available online at fairfax-mn.gov or at the Fairfax city hall, 18 1st St SE. Questions call 507-426-7255.

**Agency:** Fairfax Police Department

**Location:** 18 1<sup>st</sup> St SE

**Region:** 6

**Pay Rate:** \$26.77 hourly

**Deadline:** Thursday, July 20, 2023 at 11:59 p.m.

**Website Link:** [https://fairfax-mn.gov/index.asp?SEC=1143C983-4D92-4CA2-8390-C617EE8F0C4C&Type=B\\_BASIC](https://fairfax-mn.gov/index.asp?SEC=1143C983-4D92-4CA2-8390-C617EE8F0C4C&Type=B_BASIC) ([https://fairfax-mn.gov/index.asp?SEC=1143C983-4D92-4CA2-8390-C617EE8F0C4C&Type=B\\_BASIC](https://fairfax-mn.gov/index.asp?SEC=1143C983-4D92-4CA2-8390-C617EE8F0C4C&Type=B_BASIC))

POST Board

6/29/23



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

July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Public Hearing for Amendments to Chapter 18

A public hearing was scheduled for this evening to consider amendments to Chapter 18 related to Storm Water Drainage Utility. Attached is a copy of the proposed amendments.

Discussion should ensue. A motion is necessary to adopt the amendments as proposed. The changes will take effect upon publication in the City's official newspaper. Statutory cities may choose to publish the title and summary of an ordinance. To do so, the City Council must approve summary publication by a four-fifths vote.

Jennifer J. Bromeland  
City Administrator





**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 July 10, 2023 City Council meeting in the Council Chambers located at 705 Parkway Avenue to amend Chapter 18 of City Code related to Storm Water Drainage Utility.

**Summary.** The purpose of the amendment is to implement ordinance changes necessary to comply with the MPCA National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm System (MS4) permit requirements and better define current plan review processes, approval standards, and inspections. The amendment includes modifications to Section 18.0207 – Plan Review Procedure, a change to Section 18.0208 – Approval Standards, and changes to Section 18.0209 - Inspections. A copy of the entire ordinance is available at City Hall upon request.

Jennifer J. Bromeland

City Administrator

(507) 257-3218

Email: [jbromeland@eaglelakemn.com](mailto:jbromeland@eaglelakemn.com)




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

July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Accessories Necessary for New F-250 Truck for Public Works

Attached is an expenditure request from Public Works Director Andrew Hartman totaling \$2,858.62 for accessories necessary for the new F-250 truck. Included with the request is pricing from Toppers & Trailers Plus for safety lighting, a spray in bedliner, and box cover. The cost for the accessories will be paid for using capital outlay monies set aside for the new F-250 truck.

A motion is necessary to approve the above-described expenditure request totaling \$2,858.62 from Toppers & Trailers Plus.

  
Jennifer J. Bromeland  
City Administrator

**City of Eagle Lake  
Departmental Expenditure Request Form**

**Project/Equipment Description:** Accessories For New F-250

**Department Name:**

Public Works

**Requested Amount of Funds:**

\$2,858.62

**Source of Funds:**

Capital outlay

**Budgeted Amount:**

**Balance in Budget:**

**Capital Outlay Expenditure?**     Yes     No

**Replacement Equipment?**     Yes     No

**Were Multiple Bids Obtained?**     Yes     No     NA

**Brief Project/Equipment Justification:**

I am requesting above amount to get safety lighting, spray in bedliner and box cover for the new F250. The safety lighting is used on a daily basis, and the other accessories are to protect and prolong the life of the equipment.

Submitted By: Andrew Hartman

Date: 7/06/2023

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**Toppers & Trailers Plus**  
 1929 E Madison Ave  
 Mankato MN USA 56001  
 Phone #:(507) 387-7376  
 Fax #: (507) 387-7399

Estimate Number: 174151

Tag Number:

Date and Time In: 6/30/2023 - 9:33 AM

Date and Time Out: 6/30/2023 - 9:33 AM

Promised Date - Time: 6/30/2023 - 9:33 AM

Cashed Out Date:

Date Appointment Initiated: 6/30/2023

Service Advisor: (405) Kayla Lorentz



CITY OF EAGLE LAKE  
 705 PARKWAY AVE  
 EAGLE LAKE MN 56024

EAGL04C Home: (507) 257-3218 Cell: () 420-3510

**Veh Info:** 23 FORD SUPER DUTY 8' L/B

**Serial Numbers:**

**In-Srv: Miles/Hrs In: Out: Plate #:**

Repair	VIN	Requested Repair Description	Mech #	Type	Labor	Discount	Total
1		SPRAY IN LINER		Retail	\$575.00	\$0.00	\$575.00
2		INSTALL BACK RACK		Retail	\$75.00	\$0.00	\$75.00
3		INSTALL STROBE LIGHTS AND BACK UP ALARM CAUSE: 2 - FRONT GRILLE 2 - SIDE FRONT EMBLEMS 2 - BACK OF BACK RACK 2 - BUMPER 1 - TOP OF RACK WIRE LIGHTS TO UPFITTER SWITCHES		Retail	\$500.00	\$0.00	\$500.00
4		INSTALL ACCESS COVER		Retail	\$0.00	\$0.00	\$0.00

Repair	Part #	Description	Qty	Retail Price	Savings	Selling Price	Extended Discount	Extended Price
2	15018	BACK RACK-FORD S-DUTY 17-C RING	1.00	\$258.00	\$0.00	\$258.00	\$12.90	\$245.10
2	30221	BACK RACK BRACKETS-FORD S-DUTY	1.00	\$150.00	\$0.00	\$150.00	\$7.50	\$142.50
2	91002REC	BACK RACK-LITE BAR BRKT CENTER	1.00	\$60.00	\$0.00	\$60.00	\$3.00	\$57.00
3	LED4500-AC	WARNING LIGHT-2 AMB/ 2 WHT LED S	4.00	\$61.00	\$0.00	\$61.00	\$12.20	\$231.80
3	LED4500-A	WARNING LIGHT-4 AMB LED SURF M	4.00	\$61.00	\$0.00	\$61.00	\$12.20	\$231.80
3	6001B	STROBE LIGHT - 12" LIGHT BAR AMBE	1.00	\$207.00	\$82.00	\$125.00	\$6.25	\$118.75
3	ECC520	BACKUP ALARM-ECCO	1.00	\$46.50	\$0.00	\$46.50	\$2.33	\$44.17
4	11409	ACCESS COVER-FORD S-DUTY L/B 8 1'	1.00	\$550.00	\$0.00	\$550.00	\$27.50	\$522.50

PLEASE READ CAREFULLY, CHECK ONE OF THE STATEMENTS BELOW, AND SIGN: I UNDERSTAND THAT UNDER STATE LAW, I AM ENTITLED TO A WRITTEN ESTIMATE, IF MY FINAL BILL WILL EXCEED \$50.00, I REQUEST A WRITTEN ESTIMATE. I DO NOT REQUEST A WRITTEN ESTIMATE AS LONG AS THE REPAIR COSTS DOES NOT EXCEED \$\_\_\_\_\_. THE SHOP MAY NOT EXCEED THIS AMOUNT WITHOUT MY WRITTEN OR ORAL APPROVAL. I DO NOT REQUEST A WRITTEN ESTIMATE.

Parts Total:	\$1,677.50
Core Total:	\$0.00
Freight Total:	\$0.00
Sublet Total:	\$0.00
Labor Total:	\$1,150.00
- Labor Discount:	\$0.00
Other Charges:	\$0.00
Shop Supplies:	\$115.00
Sub Total:	\$2,942.50
- Parts Discount:	\$83.88

Ext Price:	\$2,858.62
Sales Tax:	\$0.00
Total:	\$2,858.62
- Deductible:	\$0.00
- Deposits:	\$0.00
<b>Amount Due:</b>	<b>\$2,858.62</b>
Amt Tendered:	\$0.00
Chg Returned:	\$0.00
As our customer, you just saved:	\$165.88

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**Toppers & Trailers Plus**  
 1929 E Madison Ave  
 Mankato MN USA 56001  
 Phone #:(507) 387-7376  
 Fax #: (507) 387-7399

**Estimate Number:** 174151

**Tag Number:**



**Date and Time In:** 6/30/2023 - 9:33 AM

**Date and Time Out:** 6/30/2023 - 9:33 AM

**Promised Date - Time:** 6/30/2023 - 9:33 AM

**Cashed Out Date:**

**Date Appointment Initiated:** 6/30/2023

**Service Advisor:** (405) Kayla Lorentz

CITY OF EAGLE LAKE  
 705 PARKWAY AVE  
 EAGLE LAKE MN 56024

EAGL04C Home: (507) 257-3218 Cell: () 420-3510

**Veh Info:** 23 FORD SUPER DUTY 8' L/B

**Serial Numbers:**

**In-Srv: Miles/Hrs In: Out: Plate #:**

DISCLAIMER OF WARRANTIES - Any warranties on the products sold under this repair order are those made by the manufacturer. The seller hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. This disclaimer by the Seller, in no way affects the terms of the manufacturer's warranty. Signed:

I hereby authorize the repair work to be done along with necessary materials. You and your employees may operate above vehicle for purposes of looking, inspection or delivery at my risk. An express mechanic's lien is acknowledged on above vehicle to secure the amount of repairs hereto. You will not be held responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, accident or any other cause beyond your control. Signed:

PLEASE READ CAREFULLY, CHECK ONE OF THE STATEMENTS BELOW, AND SIGN: I UNDERSTAND THAT UNDER STATE LAW, I AM ENTITLED TO A WRITTEN ESTIMATE. IF MY FINAL BILL WILL EXCEED \$50.00, I REQUEST A WRITTEN ESTIMATE. I DO NOT REQUEST A WRITTEN ESTIMATE AS LONG AS THE REPAIR COSTS DOES NOT EXCEED \$\_\_\_\_\_. THE SHOP MAY NOT EXCEED THIS AMOUNT WITHOUT MY WRITTEN OR ORAL APPROVAL. I DO NOT REQUEST A WRITTEN ESTIMATE.

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Sales Tax:	\$0.00
Total:	\$2,858.62
- Deductible:	\$0.00
- Deposits:	\$0.00
<b>Amount Due:</b>	<b>\$2,858.62</b>
Amt Tendered:	\$0.00
Chg Returned:	\$0.00
As our customer, you just saved:	\$165.88

175




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

July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Interim Ordinance - Moratorium and Cannabis

Attached is a draft interim ordinance prohibiting the sale, testing, manufacturing, cultivating, growing, transporting, delivery, and distribution of cannabis products in the City of Eagle Lake. City Attorney Chris Kennedy will be at tonight's meeting to advise on the process and next steps.

If the City Council wishes to adopt an interim ordinance to this effect, then a motion is necessary to schedule a public hearing for the August 7<sup>th</sup> meeting. To publish a summary of the interim ordinance, the City Council must approve doing so by a four-fifths vote.

  
Jennifer J. Bromeland  
City Administrator

ORDINANCE NO. \_\_\_\_\_

**CITY OF EAGLE LAKE  
COUNTY OF BLUE EARTH  
STATE OF MINNESOTA**

**AN INTERIM ORDINANCE PROHIBITING THE SALE, TESTING,  
MANUFACTURING, CULTIVATING, GROWING, TRANSPORTING, DELIVERY,  
AND DISTRIBUTION OF CANNABIS PRODUCTS IN THE  
CITY OF EAGLE LAKE**

The City Council of the City of Eagle Lake does ordain:

**SECTION 1. BACKGROUND.**

- A. By enacting 2022 Session Law Chapter 98, Article 13, the Minnesota Legislature amended Minn. Stat. §151.72 and permitted the sale of edible and nonedible cannabinoid products that contain no more than 0.3% of Tetrahydrocannabinol, commonly known as THC (“THC Products”).
- B. The 2023 Legislature expanded both the legalization of types of THC and cannabis products and also the types of THC and cannabis businesses permitted.
- C. This newly established regulatory framework for adult-use cannabis, as well as the lower potency hemp edibles; and the medical cannabis program are moved to a newly created state agency called the Office of Cannabis Management; establish taxes on regulated products; create grants to assist individuals entering into the legal cannabis market; amend criminal penalties; provide for expungement and resentencing of certain convictions; provide for temporary regulation of hemp-derived edible cannabinoid products; reschedule marijuana; and appropriates money.
- D. The state licensing agency became effective July 1, 2023, and is in the process of establishing a model ordinance for cities, which the City of Eagle Lake would benefit from reviewing and analyzing before making any decisions related to cannabis businesses and products in the City.
- E. The new law established some distance restrictions cities can put in place under their zoning power. It also provides that cities may enact time, place and manner restrictions. The City would benefit from having time to study and analyze acceptable time, place and manner restrictions that would be feasible for the City of Eagle Lake.



- F. Pursuant to Minn. Stat. § 462.355, subd. 4, the City is authorized to enact by ordinance a moratorium to regulate, restrict or prohibit land uses within its jurisdiction to protect the public health, safety, and welfare. Specifically, the new statute authorizes the City to enact a moratorium ordinance to allow it to undertake a study to determine whether to adopt any regulations or restrictions, including siting and location of uses, related to the sales, testing, manufacturing, cultivating, growing, transporting, delivery and distribution of Cannabis Products.
- G. Pursuant to its general police powers and also set forth in Minn. Stat. § 421.221, subd. 32, the City may enact and enforce regulations or restrictions on Cannabis Products within the City to protect the public safety, health, and welfare, including restrictions and a moratorium on the sales, testing, manufacturing, cultivating, growing, transporting, delivery and distribution, during the pendency of a study to determine the need for police power regulations, including but not necessarily limited to any additional licensing and permitting that may be allowed, if any, by the State.
- H. Pursuant to the language of the passed law, cities, as soon as the bill becomes effective, may have authority to adopt an interim ordinance to prohibit a cannabis business from opening until January 1, 2025, to conduct studies or consider adopting or amending allowed restrictions on the operation of a cannabis business. Because the effective date of the bill is not until July 1, 2023, the City cannot take advantage of this authorization until on or after that date. Accordingly, any action by the City Council on an interim ordinance before that date should be pursuant to its statutory and Charter authority which allow moratoriums for up to one year. If the City needs more time to complete its study and analysis, the City Council can take additional action to extend the interim ordinance to January 1, 2025, if the final bill provides that authority, since the bill will be in effect by then.

## **SECTION 2. FINDINGS.**

- A. The City Council finds there is a need to study (i) cannabis products, including products: using any part of the genus Cannabis plant; containing cannabis concentrate; infused with cannabinoids (including but not limited to tetrahydrocannabinol); extracted or derived from cannabis plants or cannabis flower; synthetically derived cannabinoids; and any lower potency hemp edibles that contain more than 0.3% of Tetrahydrocannabinol, (ii) cannabis businesses related thereto, and (iii) the impact of those businesses and products as related to allowed land uses and zoning, in order to assess the necessity for and efficacy of regulation and restrictions relating to the retail sales, wholesale sales, testing, growing, cultivating, manufacturing, transporting, delivery of or distribution of any of the products referenced herein, including through zoning ordinances or licensing, if allowed, in order to protect the public health, safety, and welfares of its residents.

- B. The study will allow the City Council to determine the appropriate changes, if any, that it should make to the Eagle Lake City Code, including any necessary zoning changes.
- C. The time will allow for any state agency licensing cannabis businesses to rule make and adopt its model ordinances which will further aid the Council in studying and considering restrictions on the operation of a cannabis businesses and the use of the products listed in paragraph 1 above.
- D. The City Council, therefore, finds that there is a need to adopt a city-wide moratorium on the retail sale and distribution of Cannabis Products, including products: using any part of the genus Cannabis plant; containing cannabis concentrate; infused with cannabinoids (including but not limited to tetrahydrocannabinol); extracted or derived from cannabis plants or cannabis flower; synthetically derived cannabinoids, or lower potency hemp edibles that contain more than 0.3% of Tetrahydrocannabinol, within the City while City staff studies the issue.
- E. This moratorium will not apply to any wholesale operation that is properly licensed by the State, or any business currently conducting business in the City that is properly licensed by the State.

**SECTION 3. MORATORIUM.**

- A. No new individual, establishment, organization, or business may engage in the retail sale or distribution of Cannabis Products, including products using any part of the plant of the genus Cannabis plant; containing cannabis concentrate; infused with cannabinoids (including but not limited to tetrahydrocannabinol); extracted or derived from cannabis plants or cannabis flower; synthetically derived cannabinoids, or lower potency hemp edibles that contain more than 0.3% of Tetrahydrocannabinol, for twelve (12) months from the effective date of this ordinance.
- B. Planning or zoning applications related to any of the products listed in Subsection A of Section 3 herein or applications from individuals, establishments, organizations, or businesses involved in the proposed sale, testing, growing, cultivating, manufacturing, transporting, delivery of or distribution of Cannabis Products within the City of Eagle Lake shall not be accepted or considered for up to twelve (12) months from the effective date of this ordinance.
- C. Should, at the end of the year, Council deems it necessary to continue to study the need for local regulation regarding the retail sale, wholesale sale, testing, growing, cultivating, manufacturing, transporting, delivery or distribution of Cannabis Products listed in Section 3(A), Council shall extend this Moratorium by adoption of an interim ordinance pursuant to the new 2023 law if so allowed under that law.

- D. This moratorium does not apply to the selling, testing, manufacturing, or distributing of Cannabis Products related to the Medical Cannabis Program as administered by the Minnesota Department of Health, provided that such activity is done in accordance with the regulations and laws of Minnesota regarding Medical Cannabis. This moratorium shall also not apply to any wholesale operation that is properly licensed by the state.
- E. This moratorium does not apply to the continued sale of THC Products allowed under the 2022 Legislation, which includes edible and nonedible cannabinoid products that contain no more than 0.3% of Tetrahydrocannabinol, by retailers in existence before July 1, 2023.

**SECTION 4. STUDY.** The City Council directs City staff to study the need for local regulation regarding the retail sale, wholesale sale, testing, growing, cultivating, manufacturing, transporting, delivery or distribution of Cannabis Products listed in Section 3(A) herein within the City of Eagle Lake. Staff must also study the need for creating or amending zoning ordinances, licensing ordinances, as allowed by the state, or any other ordinances, as allowed and not preempted by the state, to protect the citizens of Eagle Lake from any potential negative impacts. Upon completion of the study, the City Council, together with such commission as the City Council deems appropriate or, as may be required by law, will consider the advisability of adopting new ordinances or amending its current ordinances.

**SECTION 5. ENFORCEMENT.** The City may enforce this Ordinance by mandamus, injunctive relief, or other appropriate civil remedy in any court of competent jurisdiction. The City Council hereby authorizes the City Manager, in consultation with the City Attorney, to initiate any legal action deemed necessary to secure compliance with this Ordinance.

**SECTION 6. TERM.** Unless earlier rescinded by the City Council, the moratorium established under this Ordinance shall remain in effect until twelve (12) months from its effective date, at which point, it will either automatically expire or be extended pursuant to other statutory authority until January 1, 2025.

**SECTION 7. EFFECTIVE DATE.** This ordinance shall become effective upon publication of notice of its adoption.

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

ATTEST

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



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


July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Contractor's Pay Request No. 1 – Water Tower Rehab Project

Attached you will find Contractor's Pay Request No. 1 for the Water Tower Rehab Project. The pay request totals \$204,440.

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

## Jennifer Bromeland

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**From:** John Graupman <John.Graupman@bolton-menk.com>  
**Sent:** Wednesday, July 5, 2023 4:17 PM  
**To:** Jennifer Bromeland  
**Subject:** Maguire PPE1.pdf  
**Attachments:** Maguire PPE1.pdf

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

Jennifer – See the pay application for Maguire on the tower. I have reviewed and recommend payment.

**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:** One  
**PERIOD TO:** 30-06-23  
**PROJECT NOS:** 0M2.128780

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

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

**CONTRACT DATE:**

**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 ..... \$ 215,200.00

CONTRACTOR: **MAGUIRE IRON, INC.**  
 By:  Date: 28JUN2023

**5. RETAINAGE:**

- a. 5% of Work Completed (Columns D + E on Continuation Sheet) \$ 10,760.00
- b. \_\_\_\_\_ % of Stored Material (Column F on Continuation Sheet) \$ \_\_\_\_\_
- Total Retainage** (Line 5a + 5b ) (Total in Column I on Continuation Sheet) \$ 10,760.00

**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..... \$ 204,440

- 6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) \$ 204,440.00

(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)

**ENGINEER:**

By: **John Graupman** Date: 7/05/2023

- 8. CURRENT PAYMENT DUE ..... \$ 204,440.00

- 9. BALANCE TO FINISH, INCLUDING RETAINAGE..... \$ 258,560.00

**OWNER'S APPROVAL:**

By: \_\_\_\_\_ Date: \_\_\_\_\_

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# CONTINUATION SHEET

APPLICATION NO: One  
 APPLICATION DATE: 01-05-23  
 PERIOD TO: 30-06-23  
 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 From Previous Application (D + E)		E Work Completed		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)
						This Period	% (G/C)				
1	Mobilization and site maintenance	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 0.00	5%
2	Grinding (misc)	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	0%
3	Welding (misc)	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	0%
4	Pit Filler (misc)	\$ 2,500.00	\$ 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	\$ -	\$ 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	\$ -	\$ 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	\$ 17,000.00	\$ -	\$ 17,000.00	\$ -	\$ 17,000.00	\$ -	\$ 17,000.00	\$ 6,800.00	60%
8	Interior Dry Spot repair	\$ 5,000.00	\$ 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	\$ 210,000.00	\$ -	\$ 210,000.00	\$ -	\$ 210,000.00	\$ -	\$ 210,000.00	\$ 105,000.00	50%
10	Provide and install new drain "mud" valve and piping	\$ 8,000.00	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000.00	0%
11	Provide and install new tank mixer	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	0%
12	Tower lettering / logos	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	0%
13	Provide and install new LED aviation obstruction light	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	0%
14	Repair damaged grout/mortar under cone baseplate ring (caulk seam and paint grout/ mortar)	\$ 3,500.00	\$ 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%
16	Provide and install new recirculation pump, in-line temp sensor, flow indicator, all new inlet/outlet pipe valves, and piping	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	0%
17	Provide and install new pressure manway gasket	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	0%
18	Provide and install new overflow pipe screen	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00	0%
19	Carefully remove inlet/outlet pipe insulation and reinstall insulation/jacket. Install existing metal jacket (provide with new banding) on inlet/outlet pipe.	\$ 7,500.00	\$ 7,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,500.00	0%
20	Provide new personal protection (safety climb) equipment	\$ 11,000.00	\$ 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%
22	Carefully remove / reinstall all city Antennas / holiday lights	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	0%
23	Provide and modify / install new metal visor above "painters" access door at upper landing	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	0%
24	Provide and install new inlet / outlet pipe expansion joint	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00	0%
25	Disinfection	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	0%
26	Site restoration	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	0%
27	Construction allowance	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	0%
		\$ 453,000.00	\$ 453,000.00	\$ -	\$ 215,200.00	\$ -	\$ 215,200.00	\$ -	\$ 215,200.00	\$ 247,800.00	46%
											10,760.00

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July 10, 2023

To: Honorable Mayor Norton and City Council  
From: Jennifer J. Bromeland, City Administrator  
Re: Withdrawal Request #2

Attached is Withdrawal Request #2 for distribution from the escrow funds for the Fox Meadows Housing Development. The request is in the amount of \$826,447.55.

Brian Sarff with Bolton and Menk has reviewed the request and recommends that the escrow funds be released as requested.

A motion is necessary to authorize the release of Withdrawal Request #2 in the amount of \$826,447.55 to the developer.

  
Jennifer J. Bromeland  
City Administrator

**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

PAGE ONE OF

PAGES 4

TO OWNER: Fox Meadow Townhomes, LLC  
 1116 N Riverfront Dr.  
 Eagle Lake, MN 56024

PROJECT: Fox Meadow Townhomes  
 Eagle Lake, MN 56024

APPLICATION NO: 2

FROM CONTRACTOR:  
 Schrom Construction, Inc.  
 1116 N Riverfront Dr.  
 Mankato, MN 56001

FINANCIAL BANK:  
 City of Eagle Lake  
 Escrow Funds

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR  
 INVESTORS  
 FINANCE BANK

PERIOD TO:

CONTRACT DATE:

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract.  
 Continuation Sheet, AIA Document G703, 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 \$ 2,976,387.54  
 2. Net change by Change Orders \$  
 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 2,976,387.54  
 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,890,752.12

5. RETAINAGE:  
 a. 5 % of Completed Work \$ 0.00  
 (Column D + E on G703)  
 b.      % of Stored Material \$  
 (Column F on G703)  
 Total Retainage (Lines 5a + 5b or Total in Column I of G703)

6. TOTAL EARNED LESS RETAINAGE \$ 1,890,752.12  
 (Line 4 Less Line 5 Total)  
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1,064,304.57  
 8. CURRENT PAYMENT DUE \$ 826,447.55  
 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 1,085,635.42

CONTRACTOR: *[Signature]* Date: 7-5-23

State of: Minnesota County of: Blue Earth  
 Subscribed and sworn to before me this 5th day July 2023  
 Notary Public: *[Signature]*  
 My Commission expires:



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect'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 ..... \$ 826,447.55

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	0.00	0.00
NET CHANGES by Change Order	0.00	

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

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# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest cent.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO:  
APPLICATION DATE:  
PERIOD TO:  
PROJECT:

Draw 2  
6/30/2023  
6/30/2023

Fox Meadow Townhomes

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			TOTAL COMPLETED AND STORED TO DATE (D+E+F)				%			
1	Erosion Control and Earthwork	\$220,000.00	\$ 110,000.00	\$ 90,000.00	\$ 90,000.00		\$ 200,000.00	90.91%	\$ 20,000.00	
2	Improvements of the plans-(Holtmeier Construction)	\$2,485,806.85	\$ 903,623.40	\$ 697,092.90	\$ 1,600,716.30		\$ 1,600,716.30	64.39%	\$ 885,090.55	
3	Contingency(10%)	\$270,580.69	\$ 50,681.17	\$ 39,354.65	\$ 90,035.82		\$ 90,035.82	33.28%	\$ 180,544.87	
<b>GRAND TOTALS</b>		<b>\$2,976,387.54</b>	<b>\$ 1,064,304.57</b>	<b>\$ 826,447.55</b>	<b>\$ 1,890,752.12</b>	<b>\$ -</b>	<b>\$ 1,890,752.12</b>	<b>63.53%</b>	<b>\$ 1,085,635.42</b>	<b>\$ -</b>

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# APPLICATION AND CERTIFICATION FOR PAYMENT

TO OWNER:

PROJECT: Fox Meadows Townhomes

AIA DOCUMENT G702

2

PAGE ONE OF

2

PAGES

Distribution to:

OWNER	
ARCHITECT	
CONTRACTOR	

PERIOD TO: 5/30/2023 - 7/4/23

PROJECT NOS:

CONTRACT DATE:

VIA ARCHITECT:

FROM CONTRACTOR:

Holtmeier Construction Inc.  
3301 Third Ave  
Mankato, MN 56001

CONTRACT FOR:

## CONTRACTOR'S APPLICATION FOR PAYMENT

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

Continuation Sheet, AIA Document G703, 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.

- ORIGINAL CONTRACT SUM \$ 2,485,806.85
- Net change by Change Orders \$ 0.00
- CONTRACT SUM TO DATE (Line 1 ± 2) \$ 2,485,806.85
- TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,600,716.30
- RETAINAGE:
  - % of Completed Work \$ 0.00
  - % of Stored Material (Column F on G703) \$ Included in above
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 0.00
- TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 1,600,716.30
- LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 903,623.40
- CURRENT PAYMENT DUE (Line 6 from prior Certificate) \$ 697,092.90
- BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 885,090.55

CONTRACTOR:

By:  Date: 7/5/23

State of: \_\_\_\_\_ County of: \_\_\_\_\_  
 Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_  
 Notary Public: \_\_\_\_\_  
 My Commission expires: \_\_\_\_\_

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect'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 ..... \$ \_\_\_\_\_

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

By: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order		\$0.00

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# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION 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.

APPLICATION NO: 2

APPLICATION DATE: 7/5/2023

PERIOD TO: 5/30/23 - 7/4/23

ARCHITECT'S PROJECT NO: FOX MEADOWS

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 AND STORED TO DATE (D+E+F)	H % (G+C)	I BALANCE TO FINISH (C-G)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
1	<b>SCHEDULE ONE: SITE &amp; MISCELLANEOUS CONSTRUCTION</b>									
2	1 MOBILIZATION	\$156,933.00	\$78,466.50	\$31,386.60			\$109,853.10	70.00%	\$47,079.90	\$0.00
3	2 REMOVE TILE INLET	\$200.00								\$0.00
4	3 REMOVE AGRICULTURAL DRAIN TILE	\$2,500.00								\$0.00
5	4 SAWING BITUMINOUS OR CONCRETE PAVEMENT	\$2,275.00								\$0.00
6	5 REMOVE BITUMINOUS PAVING	\$2,838.00								\$0.00
7	6 REMOVE CONCRETE CURB & GUTTER	\$1,868.75								\$0.00
8	7 RANDOM RIPRAP CLASS 3	\$5,670.00								\$0.00
9	8 TRAFFIC CONTROL	\$2,500.00								\$0.00
10	9 6" DIAMETER 12" TH. CLASS 5 GRAVEL TURNAROUND	\$27,890.00								\$0.00
11	<b>SCHEDULE 2: STREET CONSTRUCTION</b>									
12	10 AGGREGATE BASE, CLASS V	\$232,307.50								\$0.00
13	11 TYPE SP 3 BITUMINOUS NON WEAR COURSE 2.5"-3" THICK SPNWB330C	\$179,576.60								\$0.00
14	12 TYPE SP 3 BITUMINOUS WEAR COURSE 1.5"-2" THICK SPWEA340C	\$128,056.80								\$0.00
15	13 TYPE SP 3 BITUMINOUS PATCH	\$3,021.00								\$0.00
16	14 BITUMINOUS MATERIAL FOR TACK COAT	\$1,883.75								\$0.00
17	15 4" CONCRETE WALK	\$166,845.00								\$0.00
18	16 CONCRETE CURB & GUTTER, DESIGN "EDINA"	\$131,364.20								\$0.00
19	17 CONCRETE VALLEY GUTTER	\$23,913.00								\$0.00
20	<b>SCHEDULE 3: SANITARY SEWER CONSTRUCTION</b>									
21	18 CONNECT TO EXISTING SANITARY SEWER	\$11,500.00								\$0.00
22	19 8" PVC PIPE SEWER (SDR 35)	\$95,921.50								\$0.00
23	20 8" PVC PIPE SEWER (SDR 26)	\$4,256.00								\$0.00
24	21 10" PVC PIPE SEWER (SDR 26)	\$5,905.00								\$0.00
25	22 12" PVC PIPE SEWER (SDR 26)	\$103,667.85								\$0.00
26	23 4" RESIDENTIAL SERVICE	\$25,712.10								\$0.00
27	24 6" MULTI-FAMILY SERVICE	\$17,933.40								\$0.00
28	25 CONSTRUCT DRAINAGE STRUCTURE, DES. 48-4007C	\$97,880.39								\$0.00
29	26 CONSTRUCT SANITARY SEWER Change to Inside Drop per approved plans OUTSIDE DR	\$20,800.36								\$0.00
30	27 SANITARY CASTING ASSEMBLY	\$11,796.60								\$0.00
31	<b>SCHEDULE 4: STORM SEWER CONSTRUCTION</b>									
32	28 12" POLYPROPYLENE PIPE SEWER	\$18,482.15								\$0.00
33	29 15" POLYPROPYLENE PIPE SEWER	\$25,132.65								\$0.00
34	30 12" RCP PIPE SEWER, CLASS 5	\$17,824.50								\$0.00
35	31 15" RCP PIPE SEWER, CLASS 3	\$1,748.40								\$0.00
36	32 18" RCP PIPE SEWER, CLASS 3	\$10,582.00								\$0.00
37	33 21" RCP PIPE SEWER, CLASS 3	\$29,369.50								\$0.00

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34	24" RCP PIPE SEWER, CLASS 3	\$37,243.80	\$3,267.00	\$42,579.90	\$45,846.90	123.10%	\$8,603.10)	\$0.00		
35	24" HDPE POLYPROPYLENE PIPE SEWER	\$81,424.40		\$81,424.40	\$81,424.40	100.00%	\$0.00	\$0.00		
36	27" RCP PIPE SEWER, CLASS 3	\$27,851.70	\$27,851.70		\$27,851.70	100.00%	\$0.00	\$0.00		
37	29" RCPA PIPE SEWER, CLASS 3	\$39,111.60		\$39,111.60		100.00%	(\$0.00)	\$0.00		
38	30" RCPA PIPE SEWER, CLASS 3	\$83,684.20	\$45,820.95	\$37,863.25	\$83,684.20	100.00%	\$0.00	\$0.00		
39	12" RC PIPE APRON	\$1,208.50		\$1,208.50	\$1,208.50	100.00%	\$0.00	\$0.00		
40	21" RC PIPE APRON WITH TRASH GUARD	\$2,466.35		\$2,466.35	\$2,466.35	100.00%	\$0.00	\$0.00		
41	24" CSP PIPE APRON WITH TRASH GUARD	\$891.10		\$891.10	\$891.10	100.00%	\$0.00	\$0.00		
42	24" RC PIPE APRON WITH TRASH GUARD	\$7,983.90		\$7,983.90	\$7,983.90	100.00%	\$0.00	\$0.00		
43	29" RC PIPE ARCH APRON WITH TRASH GUARD	\$3,725.80		\$3,725.80	\$3,725.80	100.00%	\$0.00	\$0.00		
44	30" RC PIPE ARCH APRON WITH TRASH GUARD	\$7,331.40		\$7,331.40	\$7,331.40	100.00%	\$0.00	\$0.00		
45	CONSTRUCT DRAINAGE STRUCTURE, DES G	\$1,985.20	\$3,665.70	\$3,665.70	\$1,985.20	100.00%	\$0.00	\$0.00		
46	CONSTRUCT DRAINAGE STRUCTURE, DES SD-1	\$56,569.50		\$56,569.50	\$56,569.50	93.07%	\$3,919.50	\$0.00		
47	CONSTRUCT DRAINAGE STRUCTURE, DES 4020/22-48	\$41,627.30	\$8,794.50	\$29,315.00	\$38,109.50	91.55%	\$3,517.80	\$0.00		
48	CONSTRUCT DRAINAGE STRUCTURE, DES 4020/22-60	\$74,747.40	\$43,123.50	\$23,957.50	\$76,666.40	89.74%	\$7,666.40	\$0.00		
49	STORMWATER POND OUTLET STRUCTURE	\$17,187.40		\$17,187.40	\$17,187.40	100.00%	\$0.00	\$0.00		
50	STORM CASTING ASSEMBLY	\$36,389.75		\$7,742.50	\$7,742.50	21.28%	\$28,647.25	\$0.00		
<b>SCHEDULE 5- WATERMAIN CONSTRUCTION</b>										
51	CONNECT TO EXISTING WATER MAIN	\$6,409.20	\$6,409.20		\$6,409.20	100.00%	\$0.00	\$0.00		
52	10" MJ GATE VALVE & BOX	\$16,786.60	\$16,786.60		\$16,786.60	100.00%	\$0.00	\$0.00		
53	8" MJ GATE VALVE & BOX	\$26,735.40	\$26,735.40		\$26,735.40	100.00%	(\$0.00)	\$0.00		
54	6" MJ GATE VALVE & BOX (INCLUDES MF BUILDINGS)	\$38,307.60	\$27,666.60	\$10,641.00	\$38,307.60	100.00%	\$0.00	\$0.00		
55	10" WATER MAIN CROSS	\$2,107.60	\$2,107.60		\$2,107.60	100.00%	\$0.00	\$0.00		
56	10" X 8" WATER MAIN TEE	\$1,436.00	\$1,436.00		\$1,436.00	100.00%	\$0.00	\$0.00		
57	10" X 6" WATER MAIN TEE	\$1,291.30	\$1,291.30		\$1,291.30	100.00%	\$0.00	\$0.00		
58	8" X 6" WATER MAIN TEE	\$4,714.50	\$3,771.60	\$942.90	\$4,714.50	100.00%	\$0.00	\$0.00		
59	6" 90 DEGREE BEND	\$1,632.30	\$544.10	\$1,088.20	\$1,632.30	100.00%	\$0.00	\$0.00		
60	10" 22.5 DEGREE BEND	\$1,964.40	\$1,964.40		\$1,964.40	100.00%	\$0.00	\$0.00		
61	10" X 8" WATER MAIN REDUCER	\$760.90	\$760.90		\$760.90	100.00%	\$0.00	\$0.00		
62	HYDRANT	\$34,316.40	\$22,877.60	\$11,438.80	\$34,316.40	100.00%	\$0.00	\$0.00		
63	FLUSHING HYDRANT	\$11,438.80	\$11,438.80		\$11,438.80	100.00%	\$0.00	\$0.00		
64	8" MJ PLUG	\$1,011.00	\$1,011.00		\$1,011.00	100.00%	\$0.00	\$0.00		
65	10" MJ PLUG	\$518.75	\$518.75		\$518.75	100.00%	\$0.00	\$0.00		
66	10" PVC C-900 WATER MAIN WITH TRACER WIRE	\$67,260.00	\$67,260.00		\$67,260.00	100.00%	\$0.00	\$0.00		
67	8" PVC C-900 WATER MAIN WITH TRACER WIRE	\$81,571.20	\$81,571.20		\$81,571.20	100.00%	\$0.00	\$0.00		
68	6" PVC C-900 WATER MAIN WITH TRACER WIRE	\$19,975.00	\$1,785.00	\$17,977.50	\$19,762.50	98.94%	\$212.50	\$0.00		
69	1" RESIDENTIAL WATER SERVICE, COMPLETE	\$32,841.00	\$10,947.00	\$21,894.00	\$32,841.00	100.00%	\$0.00	\$0.00		
70	6" MULTI-FAMILY WATER SERVICE, COMPLETE	\$43,152.00	\$38,836.80	\$4,315.20	\$43,152.00	100.00%	\$0.00	\$0.00		
<b>GRAND TOTALS</b>				\$2,485,806.85	\$903,623.40	\$697,092.90	\$1,600,716.30	64.39%	\$333,038.69	\$0.00

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July 10, 2023

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

1. Upcoming Budget Work Session. A budget work session has been scheduled (with approval by Mayor Norton) for Tuesday, August 8<sup>th</sup> at 6:00 p.m. Department heads will be at the meeting to present their respective departmental requests. The preliminary levy will need to be adopted and certified no later than September 30<sup>th</sup>.
2. 2024 Capital Budget Request Submitted to Minnesota Management and Budget (MMB). Attached is a copy of a capital budget request submitted to MMB for the Water Treatment Improvements project.
3. Update on Siren Replacement at Fire Hall and Timeframe for Replacement. Eric Weller, Emergency Management Director with the Blue Earth County Sheriff's Office, recently sent an update to cities in Blue Earth County advising that all siren upgrade/replacement work will be completed by September 30<sup>th</sup>. Eagle Lake's project will consist of replacing the existing, nonfunctional, siren at the Fire Hall. A new pole will be installed in the same location for the new siren. City staff inquired about the possibility of programming the sirens for noon and curfew whistles and was advised that outdoor warning sirens should be sounded for public warning purposes only. Use of sirens for non-public warning purposes should be phased out. We will discuss what this means in more detail at the meeting.
4. Upcoming Music on Parkway. Due to the water tower rehab project and site restoration work, the July 13<sup>th</sup> Music on Parkway event will be held at Lake Eagle Park instead of under the water tower. The Music on Parkway Committee will closely monitor site conditions and make an announcement if the August 17<sup>th</sup> event will need to be relocated to the park.
5. Lead Service Line Inventory and Technical Assistance Application. The federal Environmental Protection Agency is requiring all cities (Public Water Systems) to conduct an inventory of the lead lines within their water service area by October 2024. We can apply now through the Minnesota Department of Health (MDH) for the first round of technical assistance. Assistance is available in three different categories: records review, visual inspection, or development of a replacement plan. The deadline to apply for assistance is July 20<sup>th</sup>. City staff will apply by the deadline.

6. Expenditure and Revenue Report. Attached is a YTD expenditure and revenue report as of June 30<sup>th</sup>. No action is needed – this is included for informational purposes and your review.



Jennifer J. Bromeland  
City Administrator



## 2024 Capital Budget

### Project Information for Local Government Capital Requests

When copying text from this form or another document into the Capital Budget System, be sure to paste as plain text to clean the text from source formatting, and then reformat in CBS as needed.

**Local Entity Requesting Project** City of Eagle Lake

**City** Eagle Lake

**County** Blue Earth

**Zip Code** 56024

**Project Name** Water Treatment Improvements

**Rank**

#### Project Summary

*Max 500 characters*

The City of Eagle Lake is seeking funds to construct a new water treatment facility to provide clean drinking water to residents and address water quality issues, including high levels of manganese. Recent testing indicates that manganese levels exceed the health advisory limit for infants. We cannot treat manganese with our current system, which consists of two active wells, an elevated storage tank, and a distribution system. A new water treatment facility is needed.

#### Project Description

*Max 35,000 characters*

The City of Eagle Lake is seeking funds to construct a new water treatment facility to provide clean drinking water to residents and address water quality issues, including high levels of manganese. A new water treatment facility is needed which would consist of the construction of a new well and well house, a treatment facility with aeration and detention for iron oxidation, the use of potassium permanganate for manganese oxidation, filtration for iron and manganese removal, chlorine for disinfection, as well as the addition of fluoride and a corrosion inhibitor. Recent testing indicates that manganese levels exceed the health advisory limit for infants. We cannot treat manganese with our current system, which consists of two active wells, an elevated storage tank, and a distribution system. A new water treatment facility is needed.

## Project Rationale

*Max 35,000 characters.*

We cannot treat manganese with our current system. A new water treatment facility is needed which would consist of the construction of a new well and well house, a treatment facility with aeration and detention for iron oxidation, the use of potassium permanganate for manganese oxidation, filtration for iron and manganese removal, chlorine for disinfection, as well as the addition of fluoride and a corrosion inhibitor. Recent testing indicates that manganese levels exceed the health advisory limits for infants.

## Project Timeline

*Max 35,000 characters.*

Planning and Design - June 2024 through March 2025, with the goal to begin construction in the summer of 2025 and the facility online by the spring of 2027. An option to purchase land needed for the water treatment facility has been secured and a concept plan completed for the site.

## Other Considerations

*Max 35,000 characters.*

An option to purchase land needed for the water treatment facility has been secured and a concept plan completed for the site.

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**Who will own the project?**

*Max 1000 characters*

The City of Eagle Lake.

**Who will operate the project?**

*Max 2,000 characters*

The City of Eagle Lake.

**Who will use or occupy the project?**

*Max 2,000 characters*

The City of Eagle Lake and its water customers.

**Public Purpose**

*Max 1,000 characters*

To provide clean drinking water to residents and address water quality issues, including high levels of manganese.

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**Impact on State Operating Subsidies?**

Max 35,000 characters

None

**Anticipated Encumbrance Date** 12/31/2024

**Anticipated Mid-Point of Construction** 12/2025

*(Construction Mid-Point is used to add system-calculated inflation to project costs.)*

**Anticipated End Date** 12/31/2026

**Project Phase (Optional Field)**

**Description of Previous State Appropriations**

Max 500 characters

None

**Project Type** Water

**Resolutions**

*Has the governing body of the applicant passed a resolution of support, which indicates this project's priority number if the applicant is submitting multiple requests?*

Yes  No

*If yes, be sure to upload the resolution in CBS.*

Sponsor Name	Resolution Number	Date Passed	Electronic Signature
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**Project Funding Sources (Dollars in Thousands)**

Enter funding sources in the table below. Please see the Capital Budget Instructions for more information about non-state match and full funding requirements.

Source	Prior Years	2024	2026	2028	Total
<b>State Funds Requested and Prior Year State Appropriations</b>					
General Obligation Bonds		\$ 12,500,000			\$ 12,500,000
					0
					0
					0
<b>State Funds Pending</b>					
Other State Funds Pending					0
<b>Total State Funding</b>	0	\$ 12,500,000	0	0	\$ 12,500,000
<b>Non-State Funds Already Committed to the Project</b>					
					0
					0
					0
					0
<b>Non-State Funds Pending</b>					
Other Funding					0
					0
					0
					0
<b>Total Non-State Funding</b>	0	0	0	0	0
<b>Total Project Funding Sources</b>	0	\$ 12,500,000	0	0	\$ 12,500,000
<b>Matching Funds</b>	%	0%	%	%	0%

\*Note: Prior Year data is entered in specific years in the Capital Budget System, from 2018-2023. Please supply this detail as an addendum to the person entering your request in CBS.

**Project Costs (Dollars in Thousands)**

Enter project costs in the table below. Read the Capital Budget Instructions for more information about these fields, including contingency costs and inflation costs. If your project includes construction, include "construction contingency" in the table and identify the amount budgeted. If your project includes more cost categories than the table allows, submit a file describing additional project costs.

Note: in CBS, the Project Costs Direction question will ask, "Would you like to fill out a detailed project cost form?" Select "yes" to ensure that the fields on this form match the fields in CBS.

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Project Cost Category	Prior Years	2024	2026	2028	Total
Acquisition: Acquisition of Land and		\$ 200,000			\$ 200,000
Predesign: Predesign Fees		\$ 200,000			\$ 200,000
Design: Design Development		\$ 750,000			\$ 750,000
Project Mgmt: Other Project Mgmt		\$ 950,000			\$ 950,000
Construction: Construction		\$ 10,450,000			\$ 10,450,000
					0
					0
					0
					0
					0
Sub-Total Project Costs	0	\$ 12,550,000	0	0	\$ 12,550,000
MMB Added Inflation Costs*	N/A	\$ 1,602,635	0	0	\$ 1,602,635
<b>Total Project Costs</b>	<b>0</b>	<b>\$ 14,152,635</b>	<b>0</b>	<b>0</b>	<b>\$ 14,152,635</b>

**\*Calculating Inflation Costs**

- 1) Enter the Non-Inflated Project Cost minus Relocation Expenses by request year in the table below
- 2) Determine the mid-point of construction (month and year) and enter it in the table below
- 3) Look up the construction mid-point on the [Building Projects Inflation Schedule Inflation Schedule](#) and enter the inflation rate for that Mid-Point of construction in the table below.
- 4) The calculated "MMB Added Inflation Costs" will be automatically calculated in the table below and included in Total Project Costs in the table above.

Mid-Point Construction	12/2025	Inflation Rate	12.77%
------------------------	---------	----------------	--------

	2024	2026	2028	Total
Total Non-Inflated Project Costs <i>(Minus Relocation Expenses)</i>	\$ 12,550,000		0	\$ 12,550,000
<b>MMB Added Inflation Costs</b>	\$ 1,602,635	0	0	\$ 1,602,635

**Costs Less Funding**

Total project funding sources must equal total project costs.

	Prior Years	2024	2026	2028	Total
Total Project Costs	0	\$ 14,152,635	0	0	\$ 14,152,635
Total Project Funding	0	\$ 12,500,000	0	0	\$ 12,500,000
<b>Project Cost less Funding</b>	<b>0</b>	<b>\$ 1,652,635</b>	<b>0</b>	<b>0</b>	<b>\$ 1,652,635</b>

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## Statutory Requirements

Please review the Capital Budget Instructions for more information about each question.

### Requirements under M.S. 16B & M.S. 16C (Department of Administration)

- |   | Yes                              | No                               | N/A                   |
|---|----------------------------------|----------------------------------|-----------------------|
| 1. Is this project exempt from legislative review and recommendation under <u>M.S. 16B.335 subd. 1a</u> ?                       | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| 2. If no, and constructions costs are over \$1.5 million ( <u>M.S. 16B.335 subdivision 3</u> ):                                 |                                  |                                  |                       |
| • Does this request include funding for predesign?  | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| • Has the predesign package been submitted to the Department of Administration?   | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| • Has the predesign package been approved by the Department of Administration?  | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| 3. Will the project design meet the Sustainable Building Guidelines under ( <u>M.S. 16B.325</u> )?                              | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| 4. Will the project designs meet applicable requirements and guidelines for energy conservation and alternative energy sources? | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| 6. Will the project comply with the targeted group purchasing requirement ( <u>M.S. 16C.16 subd. 13</u> )?                      | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |

### Requirements under MS 16A (MMB):

**The following requirements apply after the adoption of the bonding bill.** State bond-financed property must be publicly owned. If any portion of the facility or project will be sold, or owned by an organization or person other than a state or local governmental entity, please notify MMB as early as possible. Agency staff can work with you to structure your request in a manner that meets public ownership tests.

- |   |                                  |                                  |                       |
|---|----------------------------------|----------------------------------|-----------------------|
| 1. Will the project meet Public Ownership tests? ( <u>M.S. 16A.695</u> )( <u>MN Constitution, Article XI, Sec. 5</u> )? | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| 2. Will a Use Agreement be required? ( <u>M.S. 16A.695 subd 2</u> )?  | <input type="radio"/>            | <input checked="" type="radio"/> | <input type="radio"/> |
| 3. Will program operational funding be reviewed and ensured? ( <u>M.S. 16A.695 subd 5</u> )?                            | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| 4. Will at least 50% of project costs be funded from non-state sources? ( <u>M.S. 16A.86, subd 4</u> )?                 | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| 5. Will the project be fully encumbered prior to the Cancellation Deadline ( <u>M.S. 16A.642</u> ) December 31, 2028?   | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |
| 6. Will the project be fully funded? ( <u>M.S. 16A.502</u> )( <u>M.S. 16B.31, subd. 2</u> )?                            | <input checked="" type="radio"/> | <input type="radio"/>            | <input type="radio"/> |

### Requirements under MS 473.4485 (Metro Area Transit):

- |  |                       |                       |                                  |
|--|-----------------------|-----------------------|----------------------------------|
| 1. Is this a Guideway Project as defined in <u>M.S. 473.4485, subd 1(d)</u> ?                      | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> |
| 2. Has the required information been included in this request, per <u>M.S. 473.4485, subd 1a</u> ? | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> |

Reset Statutory Requirements

## Contact Information

Name Jennifer J. Bromeland  
Title City Administrator  
Phone Number (507) 257-3218  
Email Address jlbromeland@eaglelakemn.com

This form is provided to assist in the preparation of capital project information for the 2024 state capital budget process. The information on this form should be entered in the state's Capital Budget System (CBS) by the entity submitting the request by **June 16, 2023**, for publishing on July 17, 2023. Any edits after July publishing are due by **October 13, 2023**, to MMB's Capital Budget Coordinator, [Marianne.Conboy@state.mn.us](mailto:Marianne.Conboy@state.mn.us), for final publishing on January 16, 2024.



**Building Projects Inflation Schedule**  
 (Projected Rates for SFY 2024 – 2030)

Midpoint of Construction	MMB MULTIPLIER	Midpoint of Construction	MMB MULTIPLIER
23-Jul	0.00%	27-Jan	18.37%
23-Aug	0.46%	27-Feb	18.79%
23-Sep	0.92%	27-Mar	19.21%
23-Oct	1.38%	27-Apr	19.63%
23-Nov	1.84%	27-May	20.05%
23-Dec	2.31%	27-Jun	20.48%
24-Jan	2.74%	27-Jul	20.91%
24-Feb	3.17%	27-Aug	21.34%
24-Mar	3.60%	27-Sep	21.77%
24-Apr	4.03%	27-Oct	22.20%
24-May	4.46%	27-Nov	22.63%
24-Jun	4.90%	27-Dec	23.06%
24-Jul	5.34%	28-Jan	23.47%
24-Aug	5.78%	28-Feb	23.88%
24-Sep	6.22%	28-Mar	24.29%
24-Oct	6.66%	28-Apr	24.70%
24-Nov	7.10%	28-May	25.12%
24-Dec	7.55%	28-Jun	25.54%
25-Jan	7.98%	28-Jul	25.96%
25-Feb	8.41%	28-Aug	26.38%
25-Mar	8.84%	28-Sep	26.80%
25-Apr	9.27%	28-Oct	27.22%
25-May	9.70%	28-Nov	27.64%
25-Jun	10.13%	28-Dec	28.07%
25-Jul	10.57%	29-Jan	28.50%
25-Aug	11.01%	Feb-29	28.93%
25-Sep	11.45%	29-Mar	29.36%
25-Oct	11.89%	29-Apr	29.79%
25-Nov	12.33%	29-May	30.22%
25-Dec	12.77%	29-Jun	30.65%
26-Jan	13.19%	29-Jul	31.09%
26-Feb	13.61%	29-Aug	31.53%
26-Mar	14.04%	29-Sep	31.97%
26-Apr	14.47%	29-Oct	32.41%
26-May	14.90%	29-Nov	32.85%
26-Jun	15.33%	29-Dec	33.29%
26-Jul	15.76%	30-Jan	33.73%
26-Aug	16.19%	Feb-30	34.18%
26-Sep	16.63%	30-Mar	34.63%
26-Oct	17.07%	30-Apr	35.08%
26-Nov	17.51%	30-May	35.53%
26-Dec	17.95%	30-Jun	35.98%
		30-Jul	36.43%

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Due to the variety of siren equipment used, as well as differences in technical capabilities between jurisdictions, siren activation methods vary. Some sirens must be manually activated at each location. Other siren networks are automated and can be activated from a single control point which is often a Public Safety Alerting Point (PSAP) or dispatch center. Others have redundant activation points at multiple locations. Also adding more variability are the age and types of sirens used. Some are only capable of a single tone. Others are capable of two or more tones. Still others also are capable of broadcasting human voice messages. The result of the wide diversity of siren capability and control is that siren policy across Minnesota can be quite different.

**Siren Capabilities.** Outdoor warning sirens are quite simply tools to warn people who are outdoors to take immediate, potentially life-saving action by finding shelter from an imminent deadly threat. Though some people who are very close to an outdoor warning siren may hear it while they are inside a building, the sirens are really supposed to warn those people who may be outside of a dangerous threat. Most old siren systems are mechanical, while many newer varieties are electronic. Either type works well to provide outdoor warning. The planning range for hearing most outdoor sirens is ½ to 1 mile from the siren location. In addition to differences in sirens models, many other factors may increase or decrease the distance over which the sound may carry, including wind, vegetation, hills, and other noise in the area. Human voice capable sirens have a significantly reduced range while in voice mode because the intelligibility of voice messages drops rapidly with distance.

**Siren Education.**

**IMPORTANT NOTE:** *Human factors are the most important elements in the public warning system. The scientific, technical and engineering aspects of warning are important to produce and distribute fast and accurate warning, but it is the way the public receives, understands and acts on warnings that matters most. Sirens are but one, important, element in the public warning system.*

People need to know what to do when they hear a siren tone without any further explanation – especially the sirens in their home area. Public education is an essential component of a successful outdoor warning siren capability. If people are unaware of what action to take when a siren sounds, some will seek shelter, others will run, and still others will hang around to find out what other people are doing. If sirens sound, but people have not been provided clear education on what they should do, then almost any response will happen, including non-

## Problem, Intent and Siren Use Principles

**Problem:** Sirens can be made much more effective without added cost. Clear and simple policy changes among siren operators statewide could make sirens more trusted as a warning tool and measurably improve public safety. Many people continue to be confused and mistrust sirens. Therefore, they do not take shelter when they hear them. These studies also show that overuse of sirens leads people to ignore them. Overuse includes testing them too often. It also includes using outdoor warning sirens for non-warning reasons, such as for lunch sirens, dinner sirens, curfew sirens, and fire hall sirens. People have difficulty sorting out all the sirens they hear and then instead, tune them out from frustration. Another problem has been sounding sirens in too large an area so people far from an actual threat have sirens activate near them. These so called 'blue sky warnings' do not match the smaller polygon warnings that are now possible. This produces a lack of confidence in outdoor warning sirens and results in a lack of urgency when they are heard. There is a solution to these problems. Siren standards.

**AMEM Intent:** The reason the Association of Minnesota Emergency Managers (AMEM) issues best practice recommendations for outdoor warning sirens is to improve public warning effectiveness in Minnesota by encouraging statewide adoption of one simple, clear, consistent and credible outdoor warning siren policy. The policy fosters statewide understanding of the purpose of outdoor warning sirens. Credibility and confidence in outdoor sirens can be developed by adopting a standard way to employ them across Minnesota. Reducing confusion and siren fatigue should lead to increased confidence and trust in outdoor warning sirens. These recommendations are offered for the use of emergency managers as a tool to guide and influence local siren policy decisions.

AMEM is not interested in standardizing practices and policies as they are now. Instead, AMEM aims to develop and promote a siren policy as we believe it should become in the future to promote a safer and more resilient Minnesota. These best practice recommendations are goals that AMEM encourages jurisdictions to work towards. These recommendations are not mandatory. AMEM cannot enforce rules. Rather, these ideas represent the professional judgment and advice of emergency managers gathered from every region of Minnesota, together with senior meteorologists from national and local agencies. Together, we believe that this is the best way ahead for outdoor warning siren effectiveness.

**Siren Use Principles:** To move toward *one* simple, clear, consistent and credible outdoor warning siren policy in Minnesota, the following overarching principles are recommended as best practice.

- 1. Protection of Life. The sole purpose of outdoor warning sirens is for the protection of life.**

Sirens should be used to warn of immediate threats to human life and limb, not for principally property damage threats. They also should not be used for any non-life safety purpose such as time-of-day notification ("noon siren" or "curfew siren" for instance).

2. **Public Warning. To reduce public confusion, outdoor warning sirens should be sounded for public warning purposes only.**

Using outdoor warning sirens for calling firefighters to the station results in significant public confusion because these messages are not aimed at the public. People have no way of knowing if the siren alarm is for them or just to firefighters. While using sirens to alert volunteer firefighters is traditional and it does have a life-safety objective, technology improvements make siren alerts to firefighters less and less effective. Use of sirens for non-public warning purposes should be phased out.

3. **Call to Take Shelter. The public should know that hearing an outdoor warning siren is a call to take shelter.**

Shelter does not just mean going inside any structure or vehicle. It means finding a sturdy, permanent building in a place that offers the best possible protection. The phrase “*Get inside then get information*” are memorable words recommended to describe the essential actions that people should take when they hear an outdoor warning siren. Public education must also go further to give people tools to identify the most protective areas in buildings.

4. **Sirens Used for All Hazards. Sirens may be used for any type of hazard when emergency officials want people in a threatened area to take shelter.**

Besides severe weather, other situations such as the release of hazardous materials or an immediate security threat may require that sirens be used to tell people take shelter. Outdoor warning sirens are also an important part of the National Alert and Warning System (NAWAS) that warns of imminent attack and other national security emergencies. These are not “tornado sirens.”

5. **Sirens Part of Multi-Mode Warning. Sirens are just one element in a larger public warning system made up of many tools – called the Integrated Public Alert and Warning (IPAWS) system.**

No single warning element is effective for all people, always, and in all circumstances. Many different tools must be used simultaneously to make sure that as many people as possible get proper timely warning to take shelter. Outdoor warning sirens are the premier tool to warn those people who are outside.

*Reflects  
YTD exp / Rev  
as of 6/30/23*

**CITY OF EAGLE LAKE  
2024 Expenditure Budget Worksheet**

Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
<b>FUND 101 GENERAL</b>							
Dept 411000 General Government (GENERAL)							
E 101-411000-122 FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-411000-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-411000-131 Employer Paid Health	\$79,069.82	\$80,250.00	\$43,525.12	\$36,724.88	54.24%	\$0.00	
E 101-411000-132 Employer Paid Health Saving	\$31,796.35	\$38,567.00	\$14,841.67	\$23,725.33	38.48%	\$0.00	
E 101-411000-133 Employer Paid Dental	\$3,783.02	\$7,906.00	\$2,867.64	\$5,038.36	36.27%	\$0.00	
E 101-411000-151 Work Comp Premium	\$20,280.50	\$19,171.00	\$0.00	\$19,171.00	0.00%	\$0.00	
E 101-411000-300 Professional Svcs (GENERAL)	\$88.00	\$2,500.00	\$148.50	\$2,351.50	5.94%	\$0.00	
E 101-411000-362 Property & Liability Ins	\$30,466.48	\$23,016.00	\$13,587.94	\$9,428.06	59.04%	\$0.00	
E 101-411000-400 CD purchase	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-411000-430 Miscellaneous (GENERAL)	\$47,440.98	\$20,000.00	\$2,911.38	\$17,088.62	14.56%	\$0.00	
E 101-411000-433 Dues and Subscriptions	\$11,506.08	\$13,403.00	\$8,962.04	\$4,440.96	66.87%	\$0.00	
E 101-411000-438 Meeting & Education	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-411000-445 Music on Parkway	\$9,848.49	\$10,000.00	\$2,615.15	\$7,384.85	26.15%	\$0.00	
E 101-411000-510 Capital Outlay-Actual Expens	\$5,927.61	\$0.00	\$2,550.00	-\$2,550.00	0.00%	\$0.00	
E 101-411000-550 Capital Outlay - Set Aside	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0.00%	\$0.00	
E 101-411000-721 Transfer Out	\$300,000.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-411000-740 ESCROW FUNDS RETURNED	\$107,069.00	\$0.00	\$46,057.50	-\$46,057.50	0.00%	\$0.00	
Dept 411000 General Government (GENERAL)	\$647,276.33	\$217,313.00	\$138,066.94	\$79,246.06		\$0.00	
Dept 41100 City Council							
E 101-41100-100 Wages and Salaries (GENER	\$12,560.00	\$14,400.00	\$6,200.00	\$8,200.00	43.06%	\$0.00	
E 101-41100-108 Video Intern Wages	\$440.00	\$640.00	\$200.00	\$440.00	31.25%	\$0.00	
E 101-41100-121 PERA	\$0.00	\$1,080.00	\$0.00	\$1,080.00	0.00%	\$0.00	
E 101-41100-122 FICA	\$806.00	\$892.00	\$396.80	\$495.20	44.48%	\$0.00	
E 101-41100-123 Medicare	\$188.50	\$209.00	\$92.80	\$116.20	44.40%	\$0.00	
E 101-41100-438 Meeting & Education	\$275.00	\$1,000.00	\$40.00	\$960.00	4.00%	\$0.00	
Dept 41100 City Council	\$14,269.50	\$18,221.00	\$6,929.60	\$11,291.40		\$0.00	
Dept 41200 Mayor							
E 101-41200-100 Wages and Salaries (GENER	\$4,300.00	\$4,800.00	\$2,050.00	\$2,750.00	42.71%	\$0.00	
E 101-41200-121 PERA	\$0.00	\$360.00	\$0.00	\$360.00	0.00%	\$0.00	
E 101-41200-122 FICA	\$0.00	\$298.00	\$127.10	\$170.90	42.65%	\$0.00	
E 101-41200-123 Medicare	\$62.35	\$70.00	\$29.73	\$40.27	42.47%	\$0.00	
E 101-41200-438 Meeting & Education	\$30.00	\$1,500.00	\$529.37	\$970.63	35.29%	\$0.00	
Dept 41200 Mayor	\$4,392.35	\$7,028.00	\$2,736.20	\$4,291.80		\$0.00	
Dept 41400 Elections							
E 101-41400-100 Wages and Salaries (GENER	\$1,880.07	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

*2024*

Account Descr	2023 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
E 101-41400-122 FICA	\$116.56	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41400-123 Medicare	\$27.26	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 101-41400-430 Miscellaneous (GENERAL)	\$716.47	\$500.00	\$1,854.54	-\$1,354.54	370.91%	\$0.00	
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	\$1,854.54	-\$1,354.54		\$0.00	
Dept 41500 Administration							
E 101-41500-100 Wages and Salaries (GENER	\$101,986.80	\$91,500.00	\$48,868.60	\$42,631.40	53.41%	\$0.00	
E 101-41500-121 PERA	\$7,301.40	\$6,863.00	\$3,665.19	\$3,197.81	53.41%	\$0.00	
E 101-41500-122 FICA	\$4,854.28	\$5,673.00	\$2,474.87	\$3,198.13	43.63%	\$0.00	
E 101-41500-123 Medicare	\$1,135.29	\$1,327.00	\$578.79	\$748.21	43.62%	\$0.00	
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	\$6,111.47	\$2,888.53	67.91%	\$0.00	
E 101-41500-320 Communications (GENERAL)	\$4,005.21	\$5,000.00	\$2,019.14	\$2,980.86	40.38%	\$0.00	
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	\$307.18	\$692.82	30.72%	\$0.00	
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	\$0.00	\$500.00	0.00%	\$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	\$640.03	\$3,859.97	14.22%	\$0.00	
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	\$663.53	\$611.47	52.04%	\$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	\$20.47	\$95.53	17.65%	\$0.00	
Dept 41500 Administration	\$136,943.78	\$126,754.00	\$65,399.27	\$61,354.73		\$0.00	
Dept 41600 Professional							
E 101-41600-300 Professional Svcs (GENERAL)	\$9,048.90	\$5,000.00	\$1,553.75	\$3,446.25	31.08%	\$0.00	
E 101-41600-301 Auditing and Acct g Services	\$24,500.00	\$26,500.00	\$20,000.00	\$6,500.00	75.47%	\$0.00	
E 101-41600-303 Engineering Fees	\$17,989.50	\$7,500.00	\$1,146.50	\$6,353.50	15.29%	\$0.00	
E 101-41600-304 Legal Fees	\$19,400.45	\$20,000.00	\$8,474.50	\$11,525.50	42.37%	\$0.00	
E 101-41600-310 Computer Technical Support	\$29,703.01	\$24,000.00	\$21,340.72	\$2,659.28	88.92%	\$0.00	
E 101-41600-311 Building Inspector Fees	\$43,628.60	\$35,000.00	\$42,886.17	-\$7,886.17	122.53%	\$0.00	
E 101-41600-313 State Surcharge Fee	\$1,886.02	\$1,500.00	\$4.45	\$1,495.55	0.30%	\$0.00	
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	\$2,858.86	\$3,241.14	46.87%	\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 Balance	%YTD Budget	2024 Budget	UnderLine
Dept 41600 Professional	\$4,900.00	\$5,500.00	\$1,000.00	\$4,500.00	18.18%	\$0.00	
E 101-41600-433 Dues and Subscriptions	\$156,429.72	\$131,100.00	\$99,264.95	\$31,835.05		\$0.00	
Dept 41800 Planning & Zoning Comm. Devel.							
E 101-41800-100 Wages and Salaries (GENE	\$0.00	\$46,801.00	\$4,335.15	\$42,465.85	9.26%	\$0.00	
E 101-41800-102 Overtime	\$0.00	\$500.00	\$0.00	\$500.00	0.00%	\$0.00	
E 101-41800-121 PERA	\$0.00	\$3,510.00	\$0.00	\$3,510.00	0.00%	\$0.00	
E 101-41800-122 FICA	\$0.00	\$2,902.00	\$268.78	\$2,633.22	9.26%	\$0.00	
E 101-41800-123 Medicare	\$0.00	\$679.00	\$62.86	\$616.14	9.26%	\$0.00	
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	\$256.72	-\$56.72	128.36%	\$0.00	
E 101-41800-430 Miscellaneous (GENERAL)	\$156.00	\$400.00	\$273.00	\$127.00	68.25%	\$0.00	
E 101-41800-438 Meeting & Education	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
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	\$5,246.51	\$49,745.49		\$0.00	
Dept 41900 City Hall							
E 101-41900-210 Operating Supplies (GENERA	\$512.31	\$1,000.00	\$69.60	\$930.40	6.96%	\$0.00	
E 101-41900-220 Repair/Maint Supply (GENE	\$3,494.74	\$6,000.00	\$3,186.52	\$2,813.48	53.11%	\$0.00	
E 101-41900-381 Electric Utilities	\$10,985.94	\$11,000.00	\$6,154.98	\$4,845.02	55.95%	\$0.00	
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%	\$0.00	
Dept 41900 City Hall	\$14,992.99	\$20,500.00	\$9,411.10	\$11,088.90		\$0.00	
Dept 42100 Streets							
E 101-42100-100 Wages and Salaries (GENE	\$41,513.22	\$41,310.00	\$22,424.74	\$18,885.26	54.28%	\$0.00	
E 101-42100-121 PERA	\$2,422.75	\$3,100.00	\$1,578.86	\$1,521.14	50.93%	\$0.00	
E 101-42100-122 FICA	\$1,977.40	\$2,562.00	\$1,219.21	\$1,342.79	47.59%	\$0.00	
E 101-42100-123 Medicare	\$462.44	\$599.00	\$285.11	\$313.89	47.60%	\$0.00	
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	\$1,215.20	\$4,284.80	22.09%	\$0.00	
E 101-42100-212 Fuel	\$7,024.21	\$8,800.00	\$8,125.93	\$674.07	92.34%	\$0.00	
E 101-42100-220 Repair/Maint Supply (GENE	\$6,365.68	\$7,000.00	\$3,946.60	\$3,053.40	56.38%	\$0.00	
E 101-42100-224 Street Repair-General Mainte	\$76,848.10	\$100,000.00	\$24,014.19	\$75,985.81	24.01%	\$0.00	
E 101-42100-300 Professional Svcs (GENERAL)	\$2,375.34	\$5,000.00	\$0.00	\$5,000.00	0.00%	\$0.00	
E 101-42100-320 Communications (GENERAL)	\$1,007.08	\$1,000.00	\$532.11	\$467.89	53.21%	\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
E 101-42100-362 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	\$683.82	\$1,016.18	40.22%	\$0.00	
E 101-42100-383 Gas Utility	\$1,570.74	\$1,157.00	\$439.99	\$717.01	38.03%	\$0.00	
E 101-42100-430 Miscellaneous (GENERAL)	\$84.98	\$0.00	\$345.34	-\$345.34	0.00%	\$0.00	
E 101-42100-437 Clothing Allowance	\$624.93	\$700.00	\$442.12	\$257.88	63.16%	\$0.00	
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	\$10,239.00	\$761.00	93.08%	\$0.00	
E 101-42100-550 Capital Outlay - Set Aside	\$0.00	\$73,553.00	\$0.00	\$73,553.00	0.00%	\$0.00	
E 101-42100-560 Capital Outlay - Sidewalks	\$15,000.00	\$20,000.00	\$0.00	\$20,000.00	0.00%	\$0.00	
Dept 42100 Streets	\$164,014.65	\$282,981.00	\$80,404.22	\$202,576.78		\$0.00	
Dept 42110 Street Lighting							
E 101-42110-381 Electric Utilities	\$43,921.98	\$40,000.00	\$23,132.62	\$16,867.38	57.83%	\$0.00	
Dept 42110 Street Lighting	\$43,921.98	\$40,000.00	\$23,132.62	\$16,867.38		\$0.00	
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	\$104,509.13	\$135,052.87	43.63%	\$0.00	
E 101-42200-102 Overtime	\$15,522.68	\$15,000.00	\$5,045.27	\$9,954.73	33.64%	\$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	\$3,386.08	\$6,613.92	33.86%	\$0.00	
E 101-42200-107 On Call Police Wages	\$6,088.74	\$3,000.00	\$3,082.54	-\$82.54	102.75%	\$0.00	
E 101-42200-121 PERA	\$45,307.82	\$46,799.00	\$20,536.08	\$26,262.92	43.88%	\$0.00	
E 101-42200-122 FICA	\$2,229.28	\$0.00	\$1,946.11	-\$1,946.11	0.00%	\$0.00	
E 101-42200-123 Medicare	\$3,207.84	\$3,952.00	\$1,625.65	\$2,326.35	41.13%	\$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	\$882.77	\$5,152.23	14.63%	\$0.00	
E 101-42200-212 Fuel	\$72,816.97	\$16,065.00	\$3,915.42	\$12,149.58	24.37%	\$0.00	
E 101-42200-220 Repair/Maint Supply (GENER	\$3,723.28	\$7,598.00	\$1,538.20	\$6,059.80	20.24%	\$0.00	
E 101-42200-300 Professional Svcs (GENERAL)	\$5,935.72	\$4,494.00	\$2,114.00	\$2,380.00	47.04%	\$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	
E 101-42200-320 Communications (GENERAL)	\$5,850.32	\$5,184.00	\$2,629.51	\$2,554.49	50.72%	\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
E 101-42200-362 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	\$3,673.14	-\$673.14	122.44%	\$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	\$743.98	\$5,556.02	11.81%	\$0.00	
E 101-42200-438 Meeting & Education	\$4,061.10	\$6,353.00	\$3,216.84	\$3,136.16	50.63%	\$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 Expns	\$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	\$0.00	\$0.00	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	\$159,306.72	\$310,054.28		\$0.00	
Dept 42300 Fire Department							
E 101-42300-100 Wages and Salaries (GENER	\$25,630.00	\$8,000.00	\$2,000.00	\$6,000.00	25.00%	\$0.00	
E 101-42300-104 Calls & Training Wages	\$0.00	\$25,000.00	\$0.00	\$25,000.00	0.00%	\$0.00	
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	\$124.00	\$1,922.00	6.06%	\$0.00	
E 101-42300-123 Medicare	\$371.64	\$479.00	\$29.00	\$450.00	6.05%	\$0.00	
E 101-42300-124 Fire Relief Payment	\$40,995.54	\$37,000.00	\$0.00	\$37,000.00	0.00%	\$0.00	
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	\$3,905.95	\$3,094.05	55.80%	\$0.00	
E 101-42300-212 Fuel	\$3,526.41	\$3,000.00	\$782.17	\$2,217.83	26.07%	\$0.00	
E 101-42300-220 Repair/Maint Supply (GENER	\$57,390.21	\$28,000.00	\$8,648.23	\$19,351.77	30.89%	\$0.00	
E 101-42300-300 Professional Svcs (GENERAL)	\$6,265.80	\$6,000.00	\$7,996.67	-\$1,996.67	133.28%	\$0.00	
E 101-42300-306 Physicals	\$3,086.00	\$4,000.00	\$0.00	\$4,000.00	0.00%	\$0.00	
E 101-42300-320 Communications (GENERAL)	\$2,156.09	\$6,000.00	\$2,438.85	\$3,561.15	40.65%	\$0.00	
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	\$641.71	\$1,858.29	25.67%	\$0.00	
E 101-42300-383 Gas Utility	\$3,367.84	\$4,000.00	\$1,698.38	\$2,301.62	42.46%	\$0.00	
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	\$1,485.00	\$515.00	74.25%	\$0.00	
E 101-42300-438 Meeting & Education	\$15,896.74	\$15,000.00	\$2,370.06	\$12,629.94	15.80%	\$0.00	
E 101-42300-510 Capital Outlay-Actual Expns	\$48,763.69	\$80,000.00	\$22,806.20	\$57,193.80	28.51%	\$0.00	
E 101-42300-520 Fire Dept Equipment-Gambli	\$26,802.55	\$16,000.00	\$5,874.70	\$10,125.30	36.72%	\$0.00	
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	\$0.00	\$25,000.00	0.00%	\$0.00	
E 101-42300-550 Capital Outlay - Set Aside	\$0.00	\$129,865.00	\$0.00	\$129,865.00	0.00%	\$0.00	
Dept 42300 Fire Department	\$253,685.89	\$400,890.00	\$60,800.92	\$340,089.08		\$0.00	
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	
E 101-42400-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
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%	\$0.00	
E 101-42410-300 Professional Svcs (GENERAL)	\$56.45	\$500.00	\$0.00	\$500.00	0.00%	\$0.00	
Dept 42410 Animal Patrol	\$56.45	\$700.00	\$0.00	\$700.00		\$0.00	
Dept 42430 Civil Patrol							
E 101-42430-220 Repair/Maint Supply (GENERAL)	\$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	\$307.82	\$692.18	30.78%	\$0.00	
E 101-42430-510 Capital Outlay-Actual Expens	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
Dept 42430 Civil Patrol	\$593.91	\$2,300.00	\$307.82	\$1,992.18		\$0.00	
Dept 42500 Park & Recreation							
E 101-42500-100 Wages and Salaries (GENERAL)	\$38,804.34	\$43,605.00	\$23,555.73	\$20,049.27	54.02%	\$0.00	
E 101-42500-121 PERA	\$7,851.45	\$3,271.00	\$1,665.93	\$1,605.07	50.93%	\$0.00	
E 101-42500-122 FICA	\$2,113.73	\$2,704.00	\$1,279.81	\$1,424.19	47.33%	\$0.00	
E 101-42500-123 Medicare	\$494.38	\$633.00	\$299.31	\$333.69	47.28%	\$0.00	
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	\$2,906.93	\$9,093.07	24.22%	\$0.00	
E 101-42500-212 Fuel	\$5,234.53	\$5,000.00	\$2,488.10	\$2,511.90	49.76%	\$0.00	
E 101-42500-220 Repair/Maint Supply (GENERAL)	\$9,789.74	\$10,000.00	\$5,977.54	\$4,022.46	59.78%	\$0.00	
E 101-42500-300 Professional Svcs (GENERAL)	\$22,607.30	\$20,000.00	\$4,390.00	\$15,610.00	21.95%	\$0.00	
E 101-42500-320 Communications (GENERAL)	\$1,019.02	\$900.00	\$539.51	\$360.49	59.95%	\$0.00	
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	\$1,572.19	\$4,427.81	26.20%	\$0.00	
E 101-42500-383 Gas Utility	\$1,437.21	\$1,157.00	\$699.11	\$457.89	60.42%	\$0.00	
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	\$86.23	-\$86.23	0.00%	\$0.00	
E 101-42500-437 Clothing Allowance	\$617.61	\$700.00	\$472.14	\$227.86	67.45%	\$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	\$10,239.00	\$761.00	93.08%	\$0.00	
E 101-42500-550 Capital Outlay - Set Aside	\$0.00	\$5,500.00	\$0.00	\$5,500.00	0.00%	\$0.00	
E 101-42500-570 Capital Outlay - Park Board	\$36,571.20	\$50,000.00	\$375.30	\$49,624.70	0.75%	\$0.00	
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	\$56,564.83	\$115,905.17		\$0.00	
FUND 101 GENERAL	\$1,910,920.46	\$1,945,110.00	\$709,426.24	\$1,235,683.76		\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
<b>FUND 201 STORM WATER DRAINAGE</b>							
Dept 00000 No Department							
E 201-00000-100 Wages and Salaries (GENER	\$8,292.29	\$21,484.00	\$11,589.74	\$9,894.26	53.95%	\$0.00	
E 201-00000-121 PERA	\$601.95	\$1,612.00	\$842.77	\$769.23	52.28%	\$0.00	
E 201-00000-122 FICA	\$486.52	\$1,332.00	\$609.32	\$722.68	45.74%	\$0.00	
E 201-00000-123 Medicare	\$113.79	\$312.00	\$142.49	\$169.51	45.67%	\$0.00	
E 201-00000-131 Employer Paid Health	\$0.00	\$9,229.00	\$0.00	\$9,229.00	0.00%	\$0.00	
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%	\$0.00	
E 201-00000-210 Operating Supplies (GENERA	\$1,682.75	\$1,000.00	\$545.67	\$454.33	54.57%	\$0.00	
E 201-00000-212 Fuel	\$1,630.50	\$2,000.00	\$0.00	\$2,000.00	0.00%	\$0.00	
E 201-00000-220 Repair/Maint Supply (GENER	\$10,515.42	\$9,250.00	\$4,439.40	\$4,810.60	47.99%	\$0.00	
E 201-00000-300 Professional Svcs (GENERAL)	\$14,849.52	\$20,000.00	\$1,550.00	\$18,450.00	7.75%	\$0.00	
E 201-00000-320 Communications (GENERAL)	\$850.39	\$800.00	\$446.36	\$353.64	55.80%	\$0.00	
E 201-00000-430 Miscellaneous (GENERAL)	\$2,974.98	\$0.00	\$86.24	-\$86.24	0.00%	\$0.00	
E 201-00000-437 Clothing Allowance	\$617.67	\$700.00	\$442.16	\$257.84	63.17%	\$0.00	
E 201-00000-438 Meeting & Education	\$1,520.00	\$2,000.00	\$1,143.00	\$857.00	57.15%	\$0.00	
E 201-00000-510 Capital Outlay-Actual Expns	\$340.60	\$11,000.00	\$10,239.00	\$761.00	93.08%	\$0.00	
E 201-00000-550 Capital Outlay - Set Aside	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$0.00	
E 201-00000-721 Transfer Out	\$0.00	\$8,953.00	\$0.00	\$8,953.00	0.00%	\$0.00	
Dept 00000 No Department	\$44,476.38	\$100,167.00	\$32,076.15	\$68,090.85		\$0.00	
FUND 201 STORM WATER DRAINAGE	\$44,476.38	\$100,167.00	\$32,076.15	\$68,090.85		\$0.00	
<b>FUND 202 RECYCLING UTILITY</b>							
Dept 00000 No Department							
E 202-00000-386 Recycling Collection Expense	\$54,729.64	\$60,503.00	\$29,930.20	\$30,572.80	49.47%	\$0.00	
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	\$29,930.20	\$30,572.80		\$0.00	
FUND 202 RECYCLING UTILITY	\$54,729.64	\$60,503.00	\$29,930.20	\$30,572.80		\$0.00	
<b>FUND 203 REFUSE UTILITY</b>							
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	\$79,059.54	\$88,250.46	47.25%	\$0.00	
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	\$79,059.54	\$88,250.46		\$0.00	
FUND 203 REFUSE UTILITY	\$162,364.65	\$167,310.00	\$79,059.54	\$88,250.46		\$0.00	
<b>FUND 206 ECONOMIC DEVELOPMENT AUTHORITY</b>							

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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	\$15,153.85	\$4,846.15	75.77%	\$0.00	
E 206-00000-430 Miscellaneous (GENERAL)	\$856.70	\$500.00	\$49.95	\$450.05	9.99%	\$0.00	
E 206-00000-433 Dues and Subscriptions	\$7,178.82	\$7,179.00	\$7,187.58	-\$8.58	100.12%	\$0.00	
E 206-00000-438 Meeting & Education	\$46.98	\$100.00	\$27.64	\$72.36	27.64%	\$0.00	
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	\$22,419.02	\$5,359.98		\$0.00	
FUND 206 ECONOMIC DEVELOPMENT AUTHOR	\$208,082.50	\$27,779.00	\$22,419.02	\$5,359.98		\$0.00	
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	\$0.00	\$0.00	0.00%	\$0.00	
E 207-00000-498 Loan Payment to Blue Earth	\$510.38	\$100.00	\$121.79	-\$21.79	121.79%	\$0.00	
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	\$121.79	-\$21.79		\$0.00	
FUND 207 EDA REVOLVING LOAN FUND	\$951.18	\$100.00	\$121.79	-\$21.79		\$0.00	
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	\$0.00	\$1,000.00	0.00%	\$0.00	
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	\$0.00	\$88,087.00	0.00%	\$0.00	
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	\$0.00	\$89,087.00		\$0.00	
FUND 221 TAX INCREMENT DIST. 1-2 CEDAR	\$94,591.32	\$89,087.00	\$0.00	\$89,087.00		\$0.00	
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%	\$0.00	
Dept 00000 No Department	\$31,923.33	\$31,924.00	\$0.00	\$31,924.00		\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 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		\$0.00	
FUND 223 TIF #3 704-708 PARKWAY AVE							
Dept 00000 No Department					0.00%	\$0.00	
E 223-00000-430 Miscellaneous (GENERAL)	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00		\$0.00	
Dept 00000 No Department	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00		\$0.00	
FUND 223 TIF #3 704-708 PARKWAY AVE							
Dept 00000 No Department	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00		\$0.00	
FUND 250 AMERICA RESCUE PLAN							
Dept 00000 No Department					6.17%	\$0.00	
E 250-00000-210 Operating Supplies (GENERAL)	\$0.00	\$337,354.00	\$20,826.87	\$316,527.13		\$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	\$120,516.87	\$216,837.13		\$0.00	
FUND 250 AMERICA RESCUE PLAN	\$0.00	\$337,354.00	\$120,516.87	\$216,837.13		\$0.00	
FUND 311 RETIRED-CITY FACILITIES							
Dept 00000 No Department					0.00%	\$0.00	
E 311-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
E 311-00000-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 311-00000-611 Bond Interest	\$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 311 RETIRED-CITY FACILITIES	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
FUND 326 PFA							
Dept 00000 No Department					0.00%	\$0.00	
E 326-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
E 326-00000-601 Debt Srv Bond Principal	\$28,000.00	\$28,000.00	\$0.00	\$28,000.00	0.00%	\$0.00	
E 326-00000-611 Bond Interest	\$4,337.52	\$3,878.00	\$1,938.74	\$1,939.26	49.99%	\$0.00	
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	\$1,938.74	\$29,939.26		\$0.00	
FUND 326 PFA	\$32,337.52	\$31,878.00	\$1,938.74	\$29,939.26		\$0.00	
FUND 329 RETIRED-JOAN LANE REFUND 2021B							
Dept 00000 No Department					0.00%	\$0.00	
E 329-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
E 329-00000-601 Debt Srv Bond Principal	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 329-00000-611 Bond Interest	\$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 329 RETIRED-JOAN LANE REFUND 2021	\$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	%YTD Budget	2024 Budget	UnderLine
<b>FUND 330 2ND, LINDA, STORM 2017A CROSSO</b>							
Dept 00000 No Department							
E 330-00000-300 Professional Svcs (GENERAL)	\$435.00	\$435.00	\$435.00	\$0.00	100.00%	\$0.00	
E 330-00000-430 Miscellaneous (GENERAL)	\$495.00	\$495.00	\$495.00	\$0.00	100.00%	\$0.00	
E 330-00000-601 Debt Srv Bond Principal	\$55,000.00	\$55,000.00	\$55,000.00	\$0.00	100.00%	\$0.00	
E 330-00000-611 Bond Interest	\$9,656.25	\$8,639.00	\$8,638.75	\$0.25	100.00%	\$0.00	
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		\$0.00	
FUND 330 2ND, LINDA, STORM 2017A CROSSO	\$65,586.25	\$64,569.00	\$64,568.75	\$0.25		\$0.00	
<b>FUND 331 CSAH 27/AGENCY ST 2021A</b>							
Dept 00000 No Department							
E 331-00000-300 Professional Svcs (GENERAL)	\$750.00	\$750.00	\$0.00	\$750.00	0.00%	\$0.00	
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%	\$0.00	
E 331-00000-611 Bond Interest	\$16,613.35	\$14,080.00	\$14,080.00	\$0.00	100.00%	\$0.00	
Dept 00000 No Department	\$17,363.35	\$94,830.00	\$94,080.00	\$750.00		\$0.00	
FUND 331 CSAH 27/AGENCY ST 2021A	\$17,363.35	\$94,830.00	\$94,080.00	\$750.00		\$0.00	
<b>FUND 332 FACILITIES 2021B</b>							
Dept 00000 No Department							
E 332-00000-300 Professional Svcs (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00	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%	\$0.00	
E 332-00000-611 Bond Interest	\$17,429.32	\$12,210.00	\$12,210.00	\$0.00	100.00%	\$0.00	
Dept 00000 No Department	\$211,429.32	\$200,210.00	\$200,210.00	\$0.00		\$0.00	
FUND 332 FACILITIES 2021B	\$211,429.32	\$200,210.00	\$200,210.00	\$0.00		\$0.00	
<b>FUND 335 WATER TOWER REHAB 2023</b>							
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	\$0.00	\$0.00	0.00%	\$0.00	
Dept 00000 No Department	\$0.00	\$0.00	\$6,242.50	-\$6,242.50		\$0.00	
FUND 335 WATER TOWER REHAB 2023	\$0.00	\$0.00	\$6,242.50	-\$6,242.50		\$0.00	
<b>FUND 431 AGENCY RECONSTRUCTION-CSAH 27</b>							
Dept 00000 No Department							
E 431-00000-300 Professional Svcs (GENERAL)	\$126,157.45	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
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	\$18,371.50	\$0.00	\$9,258.00	-\$9,258.00	0.00%	\$0.00	
E 435-00000-300 Professional Svcs (GENERAL)	\$18,371.50	\$0.00	\$9,258.00	-\$9,258.00	0.00%	\$0.00	
E 435-00000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Dept 00000 No Department	\$18,371.50	\$0.00	\$9,258.00	-\$9,258.00		\$0.00	
FUND 435 WATER TOWER REHAB	\$18,371.50	\$0.00	\$9,258.00	-\$9,258.00		\$0.00	
FUND 601 WATER FUND							
Dept 00000 No Department	\$98,204.53	\$116,597.00	\$62,851.83	\$53,745.17	53.91%	\$0.00	
E 601-00000-100 Wages and Salaries (GENER	\$7,304.66	\$8,745.00	\$4,560.09	\$4,184.91	52.15%	\$0.00	
E 601-00000-121 PERA	\$5,374.95	\$7,229.00	\$3,312.82	\$3,916.18	45.83%	\$0.00	
E 601-00000-122 FICA	\$1,257.03	\$1,691.00	\$774.77	\$916.23	45.82%	\$0.00	
E 601-00000-123 Medicare	\$20,687.82	\$23,073.00	\$10,853.87	\$12,219.13	47.04%	\$0.00	
E 601-00000-131 Employer Paid Health	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-132 Employer Paid Health Saving	\$945.81	\$1,237.00	\$716.91	\$520.09	57.96%	\$0.00	
E 601-00000-133 Employer Paid Dental	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-142 Unemployment Benefit Paym	\$0.00	\$4,793.00	\$0.00	\$4,793.00	0.00%	\$0.00	
E 601-00000-151 Work Comp Premium	\$7,341.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-190 Pension Expense	\$52,866.21	\$40,000.00	\$40,177.05	-\$177.05	100.44%	\$0.00	
E 601-00000-210 Operating Supplies (GENERA	\$1,022.06	\$850.00	\$450.02	\$399.98	52.94%	\$0.00	
E 601-00000-212 Fuel	\$19,229.21	\$22,000.00	\$2,471.62	\$19,528.38	11.23%	\$0.00	
E 601-00000-220 Repair/Maint Supply (GENER	\$26,751.24	\$30,000.00	\$6,356.78	\$23,643.22	21.19%	\$0.00	
E 601-00000-300 Professional Svcs (GENERAL)	\$5,717.13	\$4,000.00	\$2,788.69	\$1,211.31	69.72%	\$0.00	
E 601-00000-320 Communications (GENERAL)	\$25,373.32	\$5,754.00	\$6,794.13	-\$1,040.13	118.08%	\$0.00	
E 601-00000-362 Property & Liability Ins	\$22,774.45	\$18,000.00	\$10,735.73	\$7,264.27	59.64%	\$0.00	
E 601-00000-381 Electric Utilities	\$2,536.50	\$2,000.00	\$1,071.51	\$928.49	53.58%	\$0.00	
E 601-00000-383 Gas Utility	\$55,942.66	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-420 Depreciation	\$84.99	\$0.00	\$86.24	-\$86.24	0.00%	\$0.00	
E 601-00000-430 Miscellaneous (GENERAL)	\$365.00	\$400.00	\$433.00	-\$33.00	108.25%	\$0.00	
E 601-00000-433 Dues and Subscriptions	\$625.03	\$700.00	\$442.21	\$257.79	63.17%	\$0.00	
E 601-00000-437 Clothing Allowance	\$1,596.50	\$2,500.00	\$18.00	\$2,482.00	0.72%	\$0.00	
E 601-00000-438 Meeting & Education	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
E 601-00000-439 Refund & Reimbursement	\$600.64	\$600.00	\$91.00	\$509.00	15.17%	\$0.00	
E 601-00000-441 State Sales Tax							

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 Balance	%YTD Budget	2024 Budget	UnderLine
E 601-00000-444 County Sales Tax	\$123.00	\$101.00	\$44.00	\$57.00	43.56%	\$0.00	
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	\$17,473.04	-\$6,473.04	158.85%	\$0.00	
E 601-00000-550 Capital Outlay - Set Aside	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$0.00	
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%	\$0.00	
Dept 00000 No Department	\$427,337.90	\$429,279.00	\$222,503.30	\$206,775.70		\$0.00	
FUND 601 WATER FUND	\$427,337.90	\$429,279.00	\$222,503.30	\$206,775.70		\$0.00	
FUND 602 SEWER FUND							
Dept 00000 No Department							
E 602-00000-100 Wages and Salaries (GENER	\$98,153.45	\$116,597.00	\$62,828.64	\$53,768.36	53.89%	\$0.00	
E 602-00000-121 PERA	\$7,300.73	\$8,745.00	\$4,558.28	\$4,186.72	52.12%	\$0.00	
E 602-00000-122 FICA	\$5,372.08	\$7,229.00	\$3,311.57	\$3,917.43	45.81%	\$0.00	
E 602-00000-123 Medicare	\$1,256.40	\$1,691.00	\$774.48	\$916.52	45.80%	\$0.00	
E 602-00000-131 Employer Paid Health	\$20,687.87	\$23,073.00	\$10,853.89	\$12,219.11	47.04%	\$0.00	
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	\$716.93	\$520.07	57.96%	\$0.00	
E 602-00000-151 Work Comp Premium	\$0.00	\$4,793.00	\$0.00	\$4,793.00	0.00%	\$0.00	
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 (GENERA	\$7,964.35	\$6,600.00	\$2,429.45	\$4,170.55	36.81%	\$0.00	
E 602-00000-212 Fuel	\$895.53	\$1,000.00	\$77.01	\$922.99	7.70%	\$0.00	
E 602-00000-220 Repair/Maint Supply (GENER	\$18,697.95	\$16,000.00	\$1,766.70	\$14,233.30	11.04%	\$0.00	
E 602-00000-300 Professional Svcs (GENERAL)	\$35,810.43	\$33,000.00	\$575.00	\$32,425.00	1.74%	\$0.00	
E 602-00000-320 Communications (GENERAL)	\$3,994.72	\$3,500.00	\$1,950.76	\$1,549.24	55.74%	\$0.00	
E 602-00000-362 Property & Liability Ins	\$25,373.32	\$5,754.00	\$6,794.13	-\$1,040.13	118.08%	\$0.00	
E 602-00000-381 Electric Utilities	\$10,200.82	\$10,000.00	\$5,287.91	\$4,712.09	52.88%	\$0.00	
E 602-00000-383 Gas Utility	\$1,796.09	\$1,200.00	\$699.12	\$500.88	58.26%	\$0.00	
E 602-00000-385 Mankato User Charge Fee	\$202,982.16	\$263,331.00	\$50,773.04	\$212,557.96	19.28%	\$0.00	
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	\$86.24	-\$86.24	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	\$442.21	\$257.79	63.17%	\$0.00	
E 602-00000-438 Meeting & Education	\$10.00	\$2,500.00	\$888.09	\$1,611.91	35.52%	\$0.00	
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	\$10,239.00	\$761.00	93.08%	\$0.00	
E 602-00000-550 Capital Outlay - Set Aside	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	\$0.00	
E 602-00000-721 Transfer Out	\$350,000.00	\$50,000.00	\$50,000.00	\$0.00	100.00%	\$0.00	
Dept 00000 No Department	\$845,533.66	\$577,950.00	\$215,052.45	\$362,897.55		\$0.00	

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Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2024 Budget	UnderLine
FUND 602 SEWER FUND	\$845,533.66	\$577,950.00	\$215,052.45	\$362,897.55		\$0.00	
	\$4,253,156.41	\$4,159,050.00	\$1,807,403.55	\$2,351,646.45		\$0.00	

## CITY OF EAGLE LAKE 2024 Revenue Budget Worksheet

Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget	2024 Budget	UnderLine
<b>FUND 101 GENERAL</b>							
R 101-31000 Property Taxes	\$711,848.42	\$769,952.00	\$3,329.38	\$766,622.62	0.43%	\$0.00	
R 101-32100 Business Licenses	\$3,075.00	\$3,000.00	\$200.00	\$2,800.00	6.67%	\$0.00	
R 101-32210 Building Permits	\$56,001.21	\$60,000.00	\$91,028.20	-\$31,028.20	151.71%	\$0.00	
R 101-32211 Surcharge - Flat Fee	\$73.00	\$100.00	\$24.50	\$75.50	24.50%	\$0.00	
R 101-32212 Surcharge - Value	\$1,915.00	\$1,500.00	\$5,446.00	-\$3,946.00	363.07%	\$0.00	
R 101-32213 Surcharge - Plumbing	\$11.00	\$10.00	\$58.00	-\$48.00	580.00%	\$0.00	
R 101-32214 Surcharge - Mechanical	\$12.00	\$10.00	\$58.00	-\$48.00	580.00%	\$0.00	
R 101-32215 Surcharge - Other	\$68.00	\$10.00	\$3.00	\$7.00	30.00%	\$0.00	
R 101-32220 Zoning Permit	\$1,520.00	\$1,150.00	\$640.00	\$510.00	55.65%	\$0.00	
R 101-32221 Rental Inspection	\$541.38	\$20,000.00	\$23,040.00	-\$3,040.00	115.20%	\$0.00	
R 101-32240 Animal Permits & Licenses	\$1,550.00	\$1,500.00	\$920.00	\$580.00	61.33%	\$0.00	
R 101-32260 Refunds and Reimbursements	\$46,994.62	\$35,000.00	\$35,868.35	-\$868.35	102.48%	\$0.00	
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%	\$0.00	
R 101-33401 Local Government Aid	\$685,922.00	\$699,884.00	\$0.00	\$699,884.00	0.00%	\$0.00	
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	\$0.00	\$28,353.00	0.00%	\$0.00	
R 101-33419 MN Fire Relief Payment	\$28,331.54	\$23,582.00	\$0.00	\$23,582.00	0.00%	\$0.00	
R 101-33428 Payment in Leau of Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 101-34107 Administrative Service Fee	\$3,643.10	\$4,000.00	\$1,511.75	\$2,488.25	37.79%	\$0.00	
R 101-34110 Planning & Zoning Fees	\$1,599.34	\$500.00	\$900.00	-\$400.00	180.00%	\$0.00	
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	\$2,037.95	\$1,462.05	58.23%	\$0.00	
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%	\$0.00	
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	\$0.00	\$0.00	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	\$0.00	\$2,000.00	0.00%	\$0.00	
R 101-36210 Interest Earnings	\$73,524.42	\$25,000.00	\$80,681.25	-\$55,681.25	322.73%	\$0.00	
R 101-36230 Contributions - General	\$6,550.00	\$5,000.00	\$8,279.60	-\$3,279.60	165.59%	\$0.00	
R 101-36231 Contributions - Park	\$4,722.85	\$15,000.00	\$490.00	\$14,510.00	3.27%	\$0.00	
R 101-36232 Contributions - Fire Departme	\$59,000.00	\$15,000.00	\$12,500.00	\$2,500.00	83.33%	\$0.00	
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	\$1,300.00	-\$300.00	130.00%	\$0.00	
R 101-36241 Fire Contract Payment	\$62,661.22	\$62,662.00	\$20,213.00	\$42,449.00	32.26%	\$0.00	
R 101-38020 Rental Revenue	\$300.00	\$500.00	\$500.00	\$0.00	100.00%	\$0.00	
R 101-38021 Wireless Internet Rental Fee	\$19,337.22	\$19,000.00	\$9,896.37	\$9,103.63	52.09%	\$0.00	
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	\$10,750.24	\$14,249.76	43.00%	\$0.00	
R 101-38051 Electric Franchise Fee	\$7,935.50	\$9,500.00	\$5,366.03	\$4,133.97	56.48%	\$0.00	
R 101-38052 Gas Franchise Fee	\$13,497.64	\$9,300.00	\$604.77	\$8,695.23	6.50%	\$0.00	
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	\$0.00	\$0.00	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	\$0.00	\$10,000.00	0.00%	\$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%	\$0.00	
R 101-39400 Escrow Funds Received	\$0.00	\$0.00	\$13.21	-\$13.21	0.00%	\$0.00	
FUND 101 GENERAL	\$1,886,304.95	\$1,879,390.00	\$315,659.60	\$1,563,730.40		\$0.00	
FUND 201 STORM WATER DRAINAGE							
R 201-32219 SWPPP Review	\$850.00	\$2,000.00	\$600.00	\$1,400.00	30.00%	\$0.00	
R 201-32260 Refunds and Reimbursements	\$0.00	\$1,050.00	\$0.00	\$1,050.00	0.00%	\$0.00	
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	\$27,959.25	\$28,390.75	58.07%	\$0.00	
R 201-39101 Sale of Equipment-Material	\$6,157.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
FUND 201 STORM WATER DRAINAGE	\$56,765.34	\$59,400.00	\$28,559.25	\$30,840.75		\$0.00	
FUND 202 RECYCLING UTILITY							
R 202-34404 Recycling Collection Charge	\$60,225.94	\$63,000.00	\$30,004.50	\$32,995.50	55.62%	\$0.00	
FUND 202 RECYCLING UTILITY	\$60,225.94	\$63,000.00	\$30,004.50	\$32,995.50		\$0.00	
FUND 203 REFUSE UTILITY							
R 203-34403 Refuse Collection Charges	\$194,564.12	\$181,000.00	\$97,435.34	\$83,564.66	62.86%	\$0.00	
FUND 203 REFUSE UTILITY	\$194,564.12	\$181,000.00	\$97,435.34	\$83,564.66		\$0.00	
FUND 206 ECONOMIC DEVELOPMENT AUTHORITY							
R 206-31000 Property Taxes	\$50,970.83	\$51,000.00	\$240.91	\$50,759.09	0.47%	\$0.00	
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	\$4,847.09	-\$4,747.09	4847.09%	\$0.00	
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	
R 206-39203 Transfer from Other Fund	\$200,000.00	\$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
FUND 206 ECONOMIC DEVELOPMENT AUTH	\$252,755.18	\$51,100.00	\$5,088.00	\$46,012.00		\$0.00	
FUND 207 EDA REVOLVING LOAN FUND							
R 207-34900 Fromm EDA Loan 2013 Princip	-\$394.10	\$8,060.00	\$2,397.98	\$5,662.02	29.75%	\$0.00	
R 207-34901 Fromm EDA Loan 2013 Intere	\$983.83	\$1,270.00	\$188.85	\$1,081.15	14.87%	\$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	\$234.16	-\$134.16	234.16%	\$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	\$21,544.10	-\$12,114.10		\$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	\$29.08	-\$24.08	581.60%	\$0.00	
FUND 210 SMALL CITIES GRANT FUND	\$18.36	\$5.00	\$29.08	-\$24.08		\$0.00	
FUND 221 TAX INCREMENT DIST. 1-2 CEDAR							
R 221-31050 Tax Increments	\$96,585.55	\$96,586.00	\$0.00	\$96,586.00	0.00%	\$0.00	
FUND 221 TAX INCREMENT DIST. 1-2 CEDA	\$96,585.55	\$96,586.00	\$0.00	\$96,586.00		\$0.00	
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%	\$0.00	
FUND 222 TAX ABATEMENT-AUTUMN WIND	\$0.00	\$31,924.00	\$0.00	\$31,924.00		\$0.00	
FUND 223 TIF #3 704-708 PARKWAY AVE							
R 223-31050 Tax Increments	\$11,786.56	\$12,215.00	\$0.00	\$12,215.00	0.00%	\$0.00	
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	\$0.00	\$12,215.00		\$0.00	
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 310 RETIRED-CATE STREET							
R 310-31000 Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
R 310-36100 Special Assessments	\$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	2023 % of Budget	2024 Budget	UnderLine
FUND 310 RETIRED-CATE STREET	\$0.00	\$0.00	\$0.00	\$0.00		\$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	\$138.11	\$27,655.89	0.50%	\$0.00	
R 326-36100 Special Assessments	\$13,167.69	\$14,498.00	\$0.00	\$14,498.00	0.00%	\$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	\$138.11	\$42,153.89		\$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	
R 328-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$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	\$105.28	\$20,473.72	0.51%	\$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	\$105.28	\$25,169.72		\$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%	\$0.00	
R 330-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	
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	\$13.37	-\$13.37		\$0.00	
FUND 331 CSAH 27//AGENCY ST 2021A							
R 331-31000 Property Taxes	\$0.00	\$9,450.00	\$0.00	\$9,450.00	0.00%	\$0.00	
R 331-36100 Special Assessments	\$78,958.47	\$39,706.00	\$38.30	\$39,667.70	0.10%	\$0.00	
R 331-39203 Transfer from Other Fund	\$0.00	\$45,085.00	\$0.00	\$45,085.00	0.00%	\$0.00	
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	\$38.30	\$94,202.70		\$0.00	
FUND 332 FACILITIES 2021B							

Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget	2024 Budget	UnderLine
R 332-31000 Property Taxes	\$76,706.78	\$0.00	\$380.45	-\$380.45	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	\$100,380.45	-\$100,380.45		\$0.00	
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	\$1,591.07	-\$1,041.07	289.29%	\$0.00	
R 601-31301 County Sales and Use Tax	\$56.94	\$40.00	\$115.53	-\$75.53	288.83%	\$0.00	
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	\$30.00	\$1,470.00	2.00%	\$0.00	
R 601-37100 Sales for Services	\$429,768.60	\$437,309.00	\$199,937.03	\$237,371.97	57.79%	\$0.00	
R 601-37110 Water Meter Sales	\$6,768.85	\$10,000.00	\$23,138.50	-\$13,138.50	231.39%	\$0.00	
R 601-37170 Hook Up Fee	\$5,000.00	\$6,300.00	\$17,500.00	-\$11,200.00	277.78%	\$0.00	
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	\$242,312.13	\$213,386.87		\$0.00	
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	
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	\$259,954.41	\$255,045.59	58.79%	\$0.00	
R 602-37170 Hook Up Fee	\$4,400.00	\$5,000.00	\$14,000.00	-\$9,000.00	280.00%	\$0.00	
R 602-37255 I & I Penalty	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	

Account Descr	2022 Amt	2023 Budget	2023 YTD Amt	2023 YTD Balance	2023 % of Budget	2024 Budget	UnderLine
R 602-37260 Late Fees	\$11,234.65	\$8,000.00	\$5,219.51	\$2,780.49	65.48%	\$0.00	
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	\$299,197.55	\$228,802.45		\$0.00	
	\$4,732,052.23	\$3,721,927.00	\$1,689,581.87	\$2,032,345.13		\$0.00	

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